

1 **MINUTES OF THE REGULAR SCHEDULED MEETING**
2 **OF THE EMERALD ISLE BOARD OF COMMISSIONERS**
3 **TUESDAY, MAY 12, 2015 – 6:00 P.M.**
4 **TOWN BOARD MEETING ROOM**
5
6
7

8 **1. Call To Order**
9

10 The regular monthly meeting of the Emerald Isle Board of Commissioners was called to
11 order by Mayor Eddie Barber at 6:00 PM in the Town Board Meeting Room.
12

13 **2. Roll Call**
14

15 Present for the meeting: Mayor Eddie Barber, Commissioners Tom Hoover, Floyd
16 Messer, Jim Normile, and John Wootten.
17

18 Absent for the meeting: Commissioner Maripat Wright.
19

20 ***Motion was made by Commissioner Hoover to excuse the absence of***
21 ***Commissioner Wright. The Board voted unanimously 4-0 in favor. Motion***
22 ***carried.***
23

24 Also present during the regular meeting: Town Manager Frank Rush, Town Attorney
25 Richard Stanley, Finance Director Laura Rotchford, Town Clerk Rhonda Ferebee, Fire
26 Chief Bill Walker, Parks and Recreation Director Alesia Sanderson, and Town Planner
27 Josh Edmondson.
28

29 **3. Opening Prayer**

30 Mayor Barber offered the Opening Prayer.

31 **4. Pledge of Allegiance**
32

33 Mayor Eddie Barber led the Pledge of Allegiance.
34

35 **5. Adoption of Agenda**
36

37 ***Motion was made by Commissioner Hoover to adopt the Agenda. The Board***
38 ***voted unanimously 4-0 in favor. Motion carried.***
39

40 **6. Presentation – Emerald Isle Marathon, Half-Marathon, & 5K Race Proceeds**
41

42 Candace Dooley, Race Director for the Emerald Isle Marathon, Half-Marathon, & 5K
43 Race formally presented a check to the Town for \$25,000 (50% of the net proceeds) for
44 future bicycle path improvements.

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1 Candace recognized the names of the Race Committee members in addition to herself -
2 Annita Best, Patrick Dooley, Emily Egerton, Bryson McLean, Dorla Pake, Amy Reardon,
3 Frank Rush, Suzanne Rush, and Emily Sylvester. Candace talked about the
4 tremendous effort this year with the addition of the marathon, not only had they added
5 26.2 miles but it was a Boston qualifier. She thanked the committee, Town Staff
6 including Fire, Rescue, Police, Public Works, and Alesia Sanderson without whose
7 efforts the race would not have been possible. Candace especially thanked Public
8 Works employees who were pumping water at 12am-2am because of the rain the night
9 before the race.

10
11 Candace provided history about the race noting over 175 volunteers this year. It was
12 noted they had just over 1,600 registrations, 500 for the 5K, and 850 for the Half-
13 Marathon, and around 230 for the full Marathon, with several marathoners qualifying for
14 the Boston Marathon.

15
16 Candace noted that the race funds were split this year and they were raised in honor of
17 Suzanne Rush, as many were familiar with her story, because of her heart condition
18 and heart transplant, that it was very special to them to honor Suzanne and her
19 amazing journey. The race funds were split with half of the proceeds going to the Town
20 and the other half of the proceeds were donated in honor of Suzanne.

21
22 Mayor Barber presented Race Director Candace Dooley, and the entire Race
23 Committee with a plaque in appreciation and recognition for the successful organization
24 and exemplary leadership of the Emerald Isle Marathon, Half-Marathon & 5k races.
25 Mayor Barber thanked the committee for their hard work stating that it was a great
26 weekend for the Town and the community.

27
28 **7. Introduction of New Employees**

- 29
30 a. **Josh Edmondson, Town Planner**
31 b. **Kyle Scantlin, Firefighter**
32 c. **Danny Patterson, Parks Maintenance Worker**
33

34 Town Manager Frank Rush introduced new Town Planner Josh Edmondson. Mr. Rush
35 noted that Josh started working for the Town about 3 weeks ago. Mr. Rush noted that
36 Josh had a lot of great experience, coming to the Town from the Town of Tarboro where
37 he worked as a Director of Planning and Inspections, prior to that he worked in the
38 Planning and Inspections Director for Edgecomb County. Mr. Rush said we were
39 pleased to have Josh with us and he was doing a great job for us. Mr. Rush noted for
40 the public that the Planning and Inspections function had moved to the Administration
41 Building.

42
43 Fire Chief Bill Walker introduced Kyle Scantlin, new Firefighter. Chief Walker stated
44 Kyle started at the West New Bern Fire Department, shortly thereafter he went to ECU

1 and graduated in Construction Management. Chief Walker said that Kyle had been with
2 the Emerald Isle Fire Department for 6 years as a part-time reserve firefighter, during
3 that time he worked with Indian Beach Fire Department as a Captain. He had several
4 certifications including EMT Intermediate, and Fire Inspector.

5
6 Kyle stated he was very grateful for the opportunity to serve the Town in a full-time
7 capacity, and looked forward to the future with the Town.

8
9 Parks and Recreation Director Alesia Sanderson, introduced Danny Patterson, new
10 Parks Maintenance Worker. Ms. Sanderson said that Danny had previously worked as
11 a lineman for Carteret Craven EMC. He and his wife also own PR Photo Lab in
12 Morehead City and he had also been self-employed as a handyman remodeling expert.
13 Ms. Sanderson said they were pleased to have Danny onboard.

14
15 Danny added that he thanked the Town for the opportunity and it was nice to meet the
16 Board and he looked forward to working with everyone.

17
18 **8. Proclamations / Public Announcements**

- 19
20 a. **Proclamation – National Police Week – May 10 – 16, 2015 (15-05-12/P1)**
21 b. **Proclamation – National Public Works Week – May 17 – 23, 2015 (15-05-12/P2)**
22 c. **Proclamation – National Emergency Medical Services Week – May 17 – 23,**
23 **2015 (15-05-12/P3)**
24 d. **Proclamation – Alzheimer’s and Brain Awareness Month – June 2015 and**
25 **The Longest Day – June 21, 2015 (15-05-12/P4)**
26 e. **Spring Walking Club – Friday, May 15 – 9 am – Community Center**
27 f. **Police Educating the Public – Tues, May 19 – 10 am & 6 pm – Blue Heron**
28 **Park**
29 g. **MARSOC Pot-Luck Picnic Fundraiser – Thurs, May 21 – 6:30 pm – Blue**
30 **Heron Park**
31 h. **Memorial Day Holiday – Monday, May 25 – Town Offices Closed,**
32 **Community Center Closed**
33 i. **Planning Board Regular Meeting – Tuesday, May 26 – 6 pm – Town Board**
34 **Meeting Room**
35 j. **Coffee With a Cop – Thursday, May 28 – 9 am – 4Js Coffee Shop**
36 k. **Budget Workshop Meeting / Public Hearing – Thurs, May 28 – 10 am – Town**
37 **Admin Building Conference Room**
38 l. **Youth Fishing Derby – Saturday, May 30 – 9 am – 11 am – Bogue Inlet Pier**
39 m. **Budget Workshop Meeting (if necessary) – Tuesday, June 2 – 6 pm – Town**
40 **Admin Building Conference Room**
41 n. **Board of Commissioner Regular Meeting – Tuesday, June 9 – 6 pm – Town**
42 **Board Meeting Room**
43 o. **EmeraldFest Concert – Thursday, June 18 – 6:30 pm – 8 pm – Western**
44 **Ocean Regional Access**

1
2 Mayor Barber pointed out that for the next Police Educating the Public meeting the topic
3 would be "Hurricane Preparedness" and he had invited two of the experts from the
4 National Weather Service in Newport who dealt with hurricanes and tropical storms and
5 he felt it was important to be prepared for the upcoming hurricane season and this
6 would be a good opportunity to educate our citizens.

7
8 **Clerks Note:** A copy of Proclamation 15-05-12/P1, 15-05-12/P2, 15-05-12/P3, and 15-05-12/P4 as referenced
9 above are incorporated herein by reference and hereby made a part of these minutes.

10
11 **9. Public Comment**

12
13 Jim Hackett, 6410 Ocean Drive, commented that the Mayor and Commissioners were
14 always gracious in recognizing people in the community and what they were doing and
15 he had the pleasure last month of attending the Carteret County Commissioners Board
16 meeting. Mr. Hackett said he arrived for that meeting at 5:15pm – the meeting was at
17 6pm, about the sales tax issue which meant \$800,000 to the Town of Emerald Isle and
18 the coastal towns if it didn't go our way. Mr. Hackett said he felt the person most
19 responsible for getting the job done was Frank Rush and thanked him for all the work he
20 did putting the information together which he felt swayed County Commissioner
21 Robinson. Mr. Hackett said that what struck him and the reason for his comments was
22 that when he walked into the room it was filled up and right there in the front was Frank
23 Rush, Eddie Barber and all of the Town Commissioners in the very front row, they must
24 have been there at 5pm and they saved the Town \$800,000- \$1million, and he
25 congratulated all of them for being there and representing the citizens of Emerald Isle, it
26 was quite a scene.

27
28 **10. Consent Agenda**

- 29
30 a. **Tax Releases**
31 b. **Minutes – March 10, 2015 Regular Meeting**
32 c. **Minutes – March 10, 2015 Closed Session**
33 d. **Resolution Authorizing Pre-Positioned Emergency Generator Rental**
34 **Contract (15-05-12/R1)**
35 e. **Resolutions Designating Finance Director and Deputy Finance Director and**
36 **Designating Town Clerk and Deputy Town Clerk (15-05-12/R2)**
37 f. **Resolution Authorizing Emergency Operations Agreement – Off-island EOC**
38 **(15-05-12/R3)**
39 g. **Resolution Authorizing Audit Services Contract (15-05-12/R4)**

40
41 ***Motion was made by Commissioner Wootten to approve the items on the Consent***
42 ***Agenda. The Board voted unanimously 4-0 in favor. Motion carried.***

43
44 **Clerks Note:** A copy of Resolutions 15-05-12/R1, 15-05-12/R2, 15-05-15/R3, 15-05-12/R4 and all other consent
45 agenda items as referenced above are incorporated herein by reference and hereby made a part of these
46 minutes.

1
2 **11. Resolution Requesting “Blue Star Memorial Highway” designation for NC 58**
3 **in Emerald Isle (15-05-12/R5)**
4

5 Tula Satterfield, Emerald Isle Garden Club addressed the Board concerning this
6 Agenda item. The following excerpt from Town Manager Rush’s memo to the Board is
7 provided for additional background:

8
9 The Board of Commissioners is scheduled to consider the attached resolution formally requesting the “Blue Star Memorial
10 Highway” designation for NC 58 in Emerald Isle. The attached resolution communicates the Town’s support for and partnership
11 on the Emerald Isle Garden Club’s application to the National Garden Clubs, Inc. (the national sponsor of the Blue Star program)
12 and the approval of the NC Department of Transportation to secure the formal designation and place the highway marker along
13 NC 58.

14
15 The Blue Star Memorial program recognizes the service and sacrifices of our military service members from all branches of the
16 Nation’s Armed Forces. The program is operated by the National Garden Clubs, Inc., and began in 1945. The program includes
17 thousands of miles of highway designations across the United States, and also includes memorial markers for National
18 Cemeteries and VA Centers and by-way markers for parks, historical sites, and other civic facilities. Information about the Blue
19 Star Memorial program is attached, along with photos of sample markers. The proposed Emerald Isle marker will be similar to
20 those included in the attachments, and will be supplemented with attractive landscaping.

21
22 With the Board’s approval of the attached resolution, the Emerald Isle Garden Club will formally request NCDOT approval for the
23 designation and the placement of a marker along NC 58 near the new Welcome Center. Upon receipt of NCDOT approval, the
24 Emerald Isle Garden Club will purchase the marker, and hopes to organize a formal dedication ceremony for Veterans Day,
25 November 11, 2015 at 11 am. Federal, State, and local dignitaries would be invited to attend the ceremony to be held at the new
26 Welcome Center.

27
28 Tula Satterfield, the lead organizer of this effort for the Emerald Isle Garden Club, will attend the May 12 meeting to brief the
29 Board on the Blue Star Memorial program and request the Board’s approval of the attached resolution.

30
31 Mayor Barber welcomed and recognized the Emerald Isle Garden Club members in
32 attendance.

33
34 Tula Satterfield, the lead organizer for the Emerald Isle Garden Club outlined their goal
35 to designate NC 58 in Emerald Isle as a Blue Star Memorial Highway, specifically they
36 had identified a location near the new Welcome Center for the placement of the Blue
37 Star Memorial Highway marker. Ms. Satterfield spoke of the history of the Blue Star
38 Memorial program and how it recognized the service and sacrifices of our military
39 service members from all branches of the Nation’s Armed Forces. The program was
40 operated by the National Garden Clubs, Inc. and began in 1945. Ms. Satterfield
41 explained how with the Board’s approval of the Town Resolution, the Emerald Isle
42 Garden Club could formally request NCDOT approval for the designation and the
43 placement of a marker in Emerald Isle. Ms. Satterfield stated that the Blue Star during
44 WWII was hung in windows representing that there was a son or daughter serving our
45 country, and it was also hung in churches, and businesses. This had continued through
46 the years, and in 1945 the National Garden Clubs decided to use that Blue Star to give
47 honor to those military. Ms. Satterfield said that the Emerald Isle Garden Club would
48 like to have one and order one of these Blue Star Markers and they would like to pay for

1 it, and had already raised the money. Ms. Satterfield said that they had paid the \$1,410
2 to purchase it and they planned to make arrangement for the NC Department of
3 Transportation to install it and the Emerald Isle Garden Club planned to organize a
4 dedication ceremony followed by a reception with current military and veterans to
5 participate. Ms. Satterfield said they would like to have the blessings of the Emerald
6 Isle Board of Commissioners, and a Resolution stating that Highway 58 can indeed be a
7 Blue Star Memorial highway. Ms. Satterfield stated that they would like to hold the
8 dedication ceremony on Veterans Day, November 11, 2015 at 11am and have the
9 Mayor and Board of Commissioners join in the ceremony. Ms. Satterfield thanked the
10 Board for considering this Resolution and for their time.

11
12 Mayor Barber thanked Ms. Satterfield for her presentation, noting it was a marvelous
13 thing and they were thrilled to be a part of it.

14
15 Commissioner Messer said she would find the Board was pretty easy when they
16 brought their own money

17
18 ***Motion was made by Commissioner Messer to approve the Resolution***
19 ***Requesting “Blue Star Memorial Highway” Designation for NC 58 in Emerald Isle.***
20 ***The Board voted unanimously 4-0 in favor. Motion carried.***

21
22 Mayor Barber also thanked the Emerald Isle Garden Club for their beautiful decorations
23 in the Town Board Room the past Christmas, adding how blessed the Town was to
24 have such an active garden club here in Emerald Isle.

25
26 **Clerks Note: A copy of Resolution 15-04-14/R5 as referenced above is incorporated herein by reference and**
27 **hereby made a part of these minutes.**

28
29 **12. Ordinance Amending Chapter 5 – Density, Intensity, and Dimensional**
30 **Standards – of the Unified Development Ordinance to Clarify Permitted Elevator**
31 **Shaft Heights (15-05-12/01)**

32
33 Josh Edmondson addressed the Board concerning this Agenda item. The following
34 excerpt from his memo to the Town Manager is provided for additional background:

35
36 At the March 23, 2015 meeting of the Planning Board, Town staff discussed with the Board amendments to Chapter 5 - Density-
37 Intensity-Dimensional Table, Section 5.1 Notes (6) & (8) of the Town’s Unified Development Ordinance (UDO).

38
39 The proposed amendment pertains to the current height limitation of the roof parapet and elevator shafts on buildings with flat
40 roofs and buildings with low slope roofs in the B, C, G, VE, VW, and MV zoning districts. The current regulations limit the roof
41 parapet height to 5 feet exclusive of elevator shafts, air conditioning and other necessary mechanical equipment, none of which
42 shall exceed 10 additional feet in height. The additional 10 feet cannot be used for habitation. The language is a bit misleading
43 as it could be interpreted as 10 feet or 15 feet total. Rather than continuing to leave this open to interpretation, staff and the
44 Planning Board recommends including the phrase, for a total of fifteen (15) feet, to clarify the Town’s regulations.

45
46 Following the discussion of these amendments by the Planning Board, the Board voted unanimously to recommend to the Board
47 of Commissioners that the amendments presented by Town staff be approved. Attached to this memorandum you will find a

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1 copy of the proposed amendments to the UDO in ordinance format. Text being deleted is shown in a strikethrough format and
2 text being added is shown in an underlined format.

3
4 ***Motion was made by Commissioner Messer to open the Public Hearing. The***
5 ***Board voted unanimously 4-0 in favor. Motion carried.***

6
7 There were no comments from the public.

8
9 ***Motion was made by Commissioner Hoover to close the Public Hearing. The***
10 ***Board voted unanimously 4-0 in favor. Motion carried.***

11
12 ***Motion was made by Commissioner Wootten to approve the Ordinance Amending***
13 ***Chapter 5 – Density, Intensity, and Dimensional Standards – of the Unified***
14 ***Development Ordinance to Clarify Permitted Elevator Shaft Heights. The Board***
15 ***voted unanimously 4-0 in favor. Motion carried.***

16
17 **Clerks Note:** A copy of Ordinance 15-05-12/O1 as referenced above is incorporated herein by reference and
18 hereby made a part of these minutes.

19
20 **13. Ordinance Amending Chapter 6 – Development Standards – of the Unified**
21 **Development Ordinance to Clarify Strip Lighting Regulations and To Increase the**
22 **Total Area of Commercial Wall Signs for Businesses Fronting on Multiple Streets**
23 **(15-05-12/O2)**

24
25 Josh Edmondson addressed the Board concerning this Agenda item. The following
26 excerpt from his memo to the Town Manager is provided for additional background:

27
28 At the March 23, 2015 meeting of the Planning Board, Town staff discussed with the Board amendments to Chapter 6 –
29 Development Standards, Section 6.1.3(1), 6.6.4(4) and 6.6.6(4), of the Town's Unified Development Ordinance (UDO).

30
31 The proposed amendments to Section 6.1.3(1) and 6.6.4(4) pertains to strip lighting regulations, changing the emphasis from
32 neon and fluorescent strip lighting to an emphasis on prohibiting strip lighting, which might, for example, be comprised of LED,
33 neon, or fluorescent lighting, among others. The third amendment would be to Section 6.6.6(4) pertaining to the square footage
34 requirement of wall signs. The sign code for wall signs only allows thirty-two (32) square feet of signage no matter the number of
35 streets the business fronts on. Free standing signs, for example, are allowed one (1) sign per street frontage at a maximum of
36 fifty (50) square feet each. To make this more equitable, this amendment would allow for multi-frontage businesses to have a
37 maximum of forty-eight (48) square feet of wall signage, with not more than thirty-two (32) square feet on any one frontage. This
38 rule will not apply to interior businesses that only front on one street.

39
40 Following the discussion of these amendments by the Planning Board, the Board voted unanimously to recommend to the Board
41 of Commissioners that the amendments presented by Town staff be approved. Attached to this memorandum you will find a
42 copy of the proposed amendments to the UDO in ordinance format. Text being deleted is shown in a strikethrough format and
43 text being added is shown in an underlined format.

44
45 Town Planner Josh Edmondson stated that LED lighting most likely was not available
46 when this ordinance was written and so was not included, so this amendment would
47 include LED lighting, but what they wanted to make clear was that all strip lighting was
48 prohibited which included fluorescent, neon, LED lighting, and other strip lighting.

1
2 Commissioner Wootten asked why we were now recognizing LED lighting when it was
3 prohibited anyway. Town Manager Rush said they recently had a situation where a
4 business installed strip lighting and one of their comments was that it was LED and not
5 neon or fluorescent so this would clarify.

6
7 Planner Edmondson noted that there was also an amendment to Chapter 6 regarding
8 wall signs, currently they only allowed a total of 32 square feet for wall signs; the
9 ordinance amendment request would be to allow for a total of 48 square feet, along
10 each building face that fronted a road. No more than 32 square feet of wall sign air
11 would be permitted on any one wall facing the said street. Mr. Edmondson noted that
12 currently with freestanding signs on a corner lot they were allowed two free standing
13 signs so this would be another way to provide those businesses with an opportunity to
14 have some visibility when they front on more than two streets.

15
16 ***Motion was made by Commissioner Hoover to open the Public Hearing. The***
17 ***Board voted unanimously 4-0 in favor. Motion carried.***

18
19 Pat Haut, Emerald Club commented in reference to the question about LEDs that it was
20 a new technology now, and it was very much energy saving so it was probably not
21 addressed in the earlier ordinances.

22
23 Commissioner Wootten said that his concern was that they only allow those types of
24 signs on the inside of the business – like “Open” “Closed”, etc. Town Manager Rush
25 said that for 15 years or longer the Town had an ordinance that prohibited strip lighting
26 on the outside of a building like an accent feature or to call attention to the building. The
27 current version of the ordinance specifies simply neon lighting and fluorescent lighting,
28 when it was clear to staff that the intent of the Town was to prohibit the strip lighting
29 regardless of what material it was made of and this was simply clarifying that language.

30
31 ***Motion was made by Commissioner Normile to close the Public Hearing. The***
32 ***Board voted unanimously 4-0 in favor. Motion carried.***

33
34 ***Motion was made by Commissioner Hoover to approve the Ordinance Amending***
35 ***Chapter 6 – Development Standards – of the Unified Development Ordinance to***
36 ***Clarify Strip Lighting Provisions and To Increase the Total Area of Commercial***
37 ***Signs for Businesses Fronting on Multiple Streets. The Board voted unanimously***
38 ***4-0 in favor. Motion carried.***

39
40 Clerks Note: A copy of Ordinance 15-05-12/O2 as referenced above is incorporated herein by reference and
41 hereby made a part of these minutes.
42
43
44
45

1 **14. Exterior Paint Color Review – Emerald Club**

2
3 Josh Edmondson addressed the Board concerning this Agenda item. The following
4 excerpt from his memo to the Town Manager is provided for additional background:

5
6 At the March 23, 2015 meeting of the Planning Board, Town staff discussed with the Board a request from Pat and Mike Haut,
7 owners of the Emerald Club, to paint the exterior walls of the club Laudable Lime. The Unified Development Ordinance (UDO)
8 requires that existing and proposed commercial structures must meet certain color guidelines. Those proposed exterior structure
9 colors for facades and walls should be of low reflectance, subtle, neutral, or of earth tone colors. Building trim and accent areas
10 may feature brighter colors. Because this is an existing commercial structure, paint colors must be approved by the Town prior to
11 the painting or repainting of the structure. The Planning Director can approve the repainting of an existing structure based on the
12 criteria set forth above or request review by the Planning Board and approval by the Board of Commissioners if doing so is in the
13 interest of maintaining a family beach image.

14
15 The UDO does not define earth tones (which may or may not include some or all hues of green) and there is some doubt as to
16 the “low reflectance” and “subtleness” of the proposed Laudable lime color. In 2005, the owner of the Rusty Pelican approached
17 the Planning Board and Board of Commissioner’s about repainting the roof of this structure a similar green color. Both Boards
18 denied the request at that time.

19
20 Also in 2005, the owners of Flip Flops requested to paint their new expansion to match the existing structure which was Sponge
21 Bob Rip Curl Red. While both Boards felt this color was neither, subtle, neutral or earthtone, it was approved as a variance in
22 accordance with Section 19-71 of the Ordinance being applied so there was not degradation or incongruity between colors in the
23 building.

24
25 Following the discussion of this proposed Laudable Lime paint color of the Emerald Club by the Planning Board, the Board voted
26 4-2 to recommend to the Board of Commissioners that the proposed color presented by Town staff be approved. Attached to
27 this memorandum you will find a copy of the request from Pat and Mike Haut, a color swatch of the Laudable Lime, a photograph
28 of the business owners’ home painted Laudable Lime and documents from previous decisions regarding the Rusty Pelican and
29 Flip Flops.

30 I look forward to discussing these issues with the Board of Commissioners at its May 12 meeting. Please let me know if you
31 have any questions regarding the foregoing information.

32
33 Town Planner Josh Edmondson stated that our current ordinance required an existing
34 or new business to come before the Board if they were going to paint or repaint their
35 business for Board approval. Mr. Edmondson said that if the paint colors were earth
36 tone, low reflective, subtle they can be approved by the Town Planner, if there was a
37 color that was more questionable the Town Planner could then forward it to the
38 Planning Board, to have recommendation to the Board of Commissioners. Mr.
39 Edmondson noted that Mike and Pat Haut, owners of the Emerald Club were requesting
40 to paint the exterior of the Emerald Club “laudable lime” with the trim of the building
41 being white. Mr. Edmondson referenced a color swatch that had been provided to the
42 Board in their packets. Mr. Edmondson stated that the Planning Board did vote 4-2 to
43 forward this to the Board of Commissioners with a favorable recommendation to
44 approve.

45
46 Mr. Edmondson noted that there was information provided in Board packets regarding
47 the application by Rusty Pelican for a similar color 9-10 years ago, and also information

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1 regarding the decision for Flip Flops when they expanded and were allowed to paint the
2 expansion the existing color so they would match.
3

4 Pat Haut, Emerald Club, stated that she and her husband Mike were owners of the
5 Emerald Club at 8102 Emerald Drive, and she agreed that the picture on the screen
6 was appearing more yellow than what the swatch actually was and she presented the
7 color "laudable lime" to the Board. Ms. Haut said that their building needed to be
8 painted and they were asking for the Board's approval of their "laudable lime" color. Ms.
9 Haut noted that it was approved by the Planning Board the previous month, what she
10 also wanted to show was colors from nature to show the Board that indeed those colors
11 were from nature right out of her yard, such as a banana leaf. Ms. Haut also wanted to
12 mention that in their packet request there was mention of Flip Flops but would should
13 have also been addressed in that packet was the fact that the Bogue Inlet Pier copied
14 Flip Flops color because it had been approved and based on that she showed their
15 base color and green trim, she wanted to show that Bogue Inlet Pier's green was much
16 brighter than Emerald Club's requested green. She also pointed out that Bogue Inlet
17 Pier didn't ask for a permit, they just painted. Ms. Haut said they would be very
18 gracious if the Board would consider their color request.
19

20 Commissioner Normile said he didn't have a problem with the color but felt they
21 probably from a bigger picture needed to take a look at the ordinance and update it.
22 Commissioner Messer agreed because if this color was earth tone they needed to do
23 something, and he didn't have a problem, noting that he was the guy who denied their
24 neighbors claim several years ago for the same color, but acknowledged that times and
25 situations changed, and agreed they did need to work on the ordinance. Commissioner
26 Messer applauded the Haut's for what they do and the condition they kept their
27 property.
28

29 Commissioner Wootten commented that the ordinance really served a purpose in Town
30 and he didn't want to walk away from it – remembering when Wings had gone up many
31 years ago, and that was when the ordinance came about, so recommended they don't
32 throw it away, but work on it.
33

34 ***Motion was made by Commissioner Normile to approve the proposed exterior***
35 ***color that was presented to the Board for the Emerald Club. The Board voted***
36 ***unanimously 4-0 in favor. Motion carried.***
37

38 **15. Presentation – FY 15-16 Recommended Budget**
39

40 Town Manager Frank Rush addressed the Board providing a PowerPoint presentation
41 outlining this Agenda item. The following excerpt from his memo to the Board is
42 provided for additional background:
43

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1 The FY 15-16 Recommended Budget is complete and will be formally presented to the Board and the public at the May 12
2 regular meeting. In an effort to better educate the Board and the public about the Town's budget, I will make a detailed
3 presentation summarizing the FY 15-16 Recommended Budget, and will provide handouts for the public at the May 12 meeting.
4

5 I have attached a copy of the "Budget Message", which provides a comprehensive discussion of the issues associated with the
6 FY 15-16 budget. A "Quick Summary", "All Funds (Summary)", "General Fund Budget Summary", and other materials are also
7 attached. The full budget document will be provided to you under separate cover.
8

9 The total FY 15-16 Recommended Budget is \$9,266,939, a \$580,824, or 6.7% increase from the adopted FY 14-15 budget. The
10 General Fund is the largest component of the Town's budget, with total expenditures of \$8,902,435, which is a \$448,307, or
11 5.3% increase from the adopted current year budget. The Future Beach Nourishment Fund budget is \$672,504, which includes
12 a \$400,000 transfer from the General Fund, with the full amount reserved for future beach nourishment activities.
13 Recommended appropriations are also included for the Half-Marathon Fund and the Separation Allowance Fund.
14

15 As you know, FY 15-16 is the first budget utilizing the new 2015 tax values assigned by Carteret County earlier this year, which
16 decreased the total assessed value of the Town by nearly 10% to approximately \$2.7 billion. In accordance with the Board's top
17 budget priority, I am pleased to report that the Recommended Budget includes "revenue-neutral" property tax rates that will
18 generate nearly \$4.45 million of property tax revenue in FY 15-16, approximately equal to the amount of property tax revenue
19 generated in FY 14-15. The recommended General Fund tax rate for FY 15-16 is 15.5 cents per \$100 of assessed value, with
20 14 cents allocated for general services and 1.5 cents specifically earmarked for beach nourishment. The recommended 15.5
21 cent rate is actually less than the "revenue-neutral" rate of 15.61 cents, thereby resulting in slightly less property tax revenue in
22 the General Fund. The recommended Primary Benefit District (oceanfront and inlet-front properties only; for beach nourishment)
23 property tax rate is 4 cents, which is slightly more than the "revenue-neutral" rate of 3.42 cents. Under this strategy, property
24 owners in the Primary Benefit District (overall) will pay more property taxes in the Future Beach Nourishment Fund, but will pay
25 less property taxes to the General Fund due to the fact that, overall, oceanfront and inlet-front property values decreased by
26 more than other properties in the Town. It is important to note, however, that individual property tax bill impacts will vary
27 significantly depending on the actual change in the assessed value of individual properties. The overall tax bill for most
28 properties in the Town will change very little (increases and decreases), while some properties will experience larger decreases
29 or increases. A chart illustrating the changes on a random sample of properties throughout the Town is attached, and is also
30 included in the "Summary Budget Information" section of the budget document.
31

32 The FY 15-16 Recommended Budget does include an \$18 increase in the annual solid waste fee that is charged to all developed
33 residential properties in Emerald Isle. This increase is expected to generate nearly \$130,000 of additional revenue in the
34 General Fund that would be used to purchase a new (second) yard debris collection truck and fund an additional Town employee
35 to operate the truck (with assistance from an additional inmate laborer). The \$18 increase would result in a total annual solid
36 waste fee of \$228, which equates to \$19 per month for all Town solid waste services (trash, recycling, yard debris collection,
37 beach strand collection, and more). As you know, the demand for yard debris collection has more than doubled in the past two
38 years, and the Town often lags behind our one-week collection goal during spring, summer, and fall months when demand is
39 high. The recommended fee increase is intended solely to maintain timely service.
40

41 With the exception of the yard debris collection initiative described above, there are no significant new initiatives in the FY 15-16
42 Recommended Budget. The budget includes sufficient resources to enable Town staff to maintain the high service quality
43 expectations of our residents and visitors, and includes funding to compensate Town employees fairly, replace necessary
44 vehicles and capital equipment, meet inflationary and other service demand pressures, and enhance staff capabilities.
45 Importantly, the FY 15-16 Recommended Budget also incorporates recent strategic organizational adjustments in the Police
46 Department (elimination of late night customer service hours), Parks and Recreation (convert administrative position to parks
47 maintenance position), and Planning and Inspections (expand contract with Carteret County for building inspections services)
48 that will enable the Town to achieve higher priority community goals and better control expenditures in the future. With the
49 completion of several significant capital projects in the past year and prior years, the FY 15-16 Recommended Budget focuses
50 more on service quality than capital improvements, but does incorporate two beneficial projects to be funded by outside funding
51 sources – 1) the installation of decorative lighting along the bike path and sidewalks in the "downtown" area, and 2) the
52 construction of the planned Senator Jean Preston Memorial Playground near the public boating access facility.
53

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1 We have tentatively scheduled two special budget meetings to review and discuss the Recommended Budget. The first one is
2 tentatively scheduled for Thursday, May 28 at 10 am. Town department heads will brief the Board on their respective budgets,
3 and we will also conduct the legally required public hearing at that meeting. The second special budget meeting is scheduled for
4 Tuesday, June 2 at 6 pm, if necessary. If these dates and times are not acceptable and/or additional meetings are necessary,
5 we can adjust to fit the Board's schedule.
6

7 I am hopeful that the Board will formally approve the FY 15-16 budget at your regularly scheduled meeting on Tuesday, June 9
8 at 6 pm.
9

10 Town Manager Rush outlined the information in the FY 15-16 Recommended Budget in
11 PowerPoint format and as provided information in the memo as noted above for the
12 Board and public.
13

14 At the conclusion of the presentation Mr. Rush confirmed with the Board and for the
15 public the schedule Budget Workshop scheduled tentatively for Thursday, May 28 at
16 10am in the Town Administration Building Conference Room to get into more of the
17 details from each department. Mr. Rush said they would also advertise the official
18 legally required public hearing for that same meeting. Mr. Rush said if the Board
19 needed it they had another special budget meeting scheduled for June 2. If the Board
20 was comfortable with the Recommended Budget they hoped it would be adopted at
21 their next regular meeting on June 9, but by law they had until June 30.
22

23 Mr. Rush said he appreciated the work of the staff really trying to control expenditures.
24 Mr. Rush especially appreciated the work of Laura Rotchford, our new Finance Director
25 who was a big help to him on the budget this year.
26

27 **16. Appointments – Planning Board (1 Vacancy)**
28

29 **Brief Summary:** Chairman Jim Craig is moving from Emerald Isle to mainland Carteret
30 County, thus creating a vacancy on the Planning Board. Chairman Craig's term expires
31 in March 2016, and the Board should appoint an individual to serve the remainder of his
32 term. The Planning Board will then be tasked with electing a new Chairman.
33

34 ***Motion was made by Commissioner Wooten to appoint Jim Osika to an***
35 ***unexpired term on the Planning Board that expires in March 2016. The Board***
36 ***voted unanimously 4-0 in favor. Motion carried.***
37

38 **17. Comments from Town Clerk, Town Attorney, and Town Manager**
39

40 There were no comments from the Town Clerk, Town Attorney, or Town Manager.
41

42 Mayor Barber thanked Town Manager Rush for all his hard work on the sales tax issue,
43 a lot of time and effort was put into that and he saved the Town a lot of money, and the
44 Mayor and Commissioners appreciated it. The public also applauded Town Manager
45 Rush.

1
2 The following is an excerpt from the Town Manager Comments memo to the Board
3 providing additional background information for all items of importance:
4

5 **Ready for a Big Summer Season**

6 Town staff in all departments continue to work hard preparing for what we hope will be a huge summer in
7 Emerald Isle. Public Works and Parks and Recreation staff are working to have all Town facilities in good
8 shape and to have the Town looking as good as possible for the influx of visitors. EIPD has hired additional
9 officers to work the beach strand and high traffic areas, and have been training the new reserve officers.
10 The Fire Department has hired lifeguards and Beach Patrol members, and they are in training during the
11 week of May 11 – 15. The first day of lifeguard and Beach Patrol service is Monday, May 18.
12

13 **Chapel By The Sea's Annual Town Employee Appreciation Luncheon – May 14**

14 This annual luncheon will be held on Thursday, May 14 at the Community Center. Please plan to join the
15 Town staff for this much appreciated annual event.
16

17 **Update – Eastern Ocean Regional Access Parking Area**

18 SunLand Builders has completed this project, and it looks great. The improved facility has been open to
19 the public since April 18. Town staff are in the process of seeking full reimbursement from the State grant
20 for this project, and we expect a check for approximately \$730,000 in the coming weeks. As a result of the
21 Town “up-fronting” the money for this project, the Town’s cash balances are lower than usual, but we
22 expect this reimbursement before June 30.
23

24 **Update – New Welcome Center**

25 Jordan Building Company continues to make good progress on this project, and I am hopeful it will be
26 complete by August 1. I am very pleased with the project thus far, and greatly appreciate the positive
27 working relationship with Jordan Building Company.
28

29 **Planning and Inspections Staff Relocated to Town Administration Building**

30 Josh Edmondson, Town Planner, and Peggy Grammer, Permit Technician, are now located in the Town
31 Administration Building, and the new arrangement seems to be working fine thus far. Town staff will be
32 cleaning out and rearranging remaining storage items in the old Planning and Inspections office in the next
33 few weeks. I have retained Peggy Grammer for the past few weeks, and will likely keep her on staff for
34 another few weeks to ease the transition for Josh Edmondson, and will then transition to County
35 inspections staff performing much of the Permit Technician duties.
36

37 **Carteret County Shore Protection Office to Relocate to Old Planning and Inspections Office**

38 The existing Visitors Center on the mainland will likely close in August or September, and the building will
39 be removed from the NC 58 / NC 24 intersection location. The Carteret County Shore Protection Office,
40 which expects to add a second staff member, will be forced to leave that building, and will be relocating to
41 the former Planning and Inspections office later this summer. We will be working with County staff to make
42 adequate office space available, arrange for utilities, etc. in the coming weeks. Because of the great value
43 of their service to Emerald Isle, I don't anticipate charging any rent for this office space, which will likely

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1 consist of two offices and a meeting room configuration. The remaining office space will be reserved by the
2 Town for storage.

3
4 **Rusty Pelican Motel Closed Due to Safety Concerns**

5 Due to ongoing electrical and fire code issues, and concerns about the structural integrity of the building
6 and walkways, Town staff have ordered the removal of the electric service at the Rusty Pelican Motel. The
7 Town is working with the owner of the motel to bring it back into compliance with appropriate codes.
8 Ultimately, if the issues are not resolved, the Town has the ability to complete the repairs itself or remove
9 the building, and would then bill the owner for these costs. If the costs are not paid, the Town would place
10 a lien on the property. At this point, I am hopeful that will not be necessary, and that the owner will
11 cooperate with the Town. I expect Town staff to be as accommodating as possible to the owner on this
12 issue as we work to get these issues resolved.

13
14 **EIPD Launching New “Ice Cream Ticket” Program**

15 The EIPD will soon be issuing “ice cream tickets” to youth in Emerald Isle to reward good behavior,
16 promote bicycle and skateboard safety, and encourage positive relationships between youth and Police.
17 The Sweet Spot, Dairy Queen, and Ben & Jerry’s are all sponsors of this program, and will honor the
18 “tickets” issued by the EIPD.

19
20 **Senator Jean Preston Memorial Playground**

21 The committee working on this project has added new members, and continues to make good progress.
22 The committee is hoping to organize a “groundbreaking” event in late June, with a goal to construct and
23 open the new playground by spring 2016.

24
25 **Boater Safety Whistles Distributed at Emerald Isle Public Boating Access Area on May 16**

26 The family of Keith Sullivan, who drowned near Georgetown, SC this past winter after falling off his boat
27 into the cold waters, will be distributing free boater safety whistles at the EI boat ramps on May 16. The
28 whistles are intended to make it easier for persons in distress to alert others of the need for help.

29
30 **Beach Access Walkway Replacements**

31 B&P Services, the Town’s contractor, has completed the new walkways at 1st Street and Shell Drive, and
32 both look very good. Work continues on the Tracy Street walkway, and we expect it to be complete and
33 open to the public before Memorial Day weekend.

34
35 **Yard Debris Collections**

36 Public Works staff continue to work hard to collect yard debris as quickly as possible throughout the Town.
37 The Town’s yard debris truck has been operating 7 days per week, often late into the evening hours. The
38 Town also has a rental truck working (although it was down for a couple of days recently due to a
39 maintenance issue), and has also contracted with Simmons & Simmons for additional small pile collections
40 on Tuesday and Thursday afternoons. These additional efforts seem to be helping, and the most recent
41 “pass” through the Town has gone much faster than the prior “pass”.
42

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1 We collected from 2,306 collection points in April, the second highest total ever. We hauled a total of 114
2 loads to the disposal facility outside of Newport, and this is highest total ever. We appreciate our
3 customers' patience.

4

5 **Closer Vegetative Debris Disposal Site?**

6 We continue to investigate potential sites for the Town to purchase, lease, or partner with a private
7 company to establish a vegetative debris disposal site on the mainland within 5 – 8 miles of Emerald Isle.
8 Two sites are currently being considered, and a third site is also expected to emerge very soon. The
9 establishment of a closer vegetative debris site would likely cut transit time in half or more, and enable the
10 Town's yard debris collection trucks to devote more time to actual collections. I may return to the Board
11 with a specific proposal later this summer or fall.

12

13 **Coast Guard Road Pavement Repair**

14 The recent resurfacing work on Coast Guard Road completed by Onslow Grading and Paving turned out
15 very well, however, there is an isolated pavement failure in the sharp curve between Dolphin Ridge and
16 Spinnakers Reach. Onslow Grading and Paving is aware of this, and has agreed to complete the
17 necessary repairs at no cost to the Town.

18

19 **Speed Bumps in El Woods Park**

20 Speed bumps have been added to the recently paved road in Emerald Isle Woods Park, and should
21 resolve speeding complaints in the park. Town staff will be working in the next few weeks to tidy up the
22 park, and have it looking good by Memorial Day weekend.

23

24 **Laser Light Show Party for Teens, Pre-Teens**

25 Parks and Recreation staff is working with a new El company to host a laser light show party for teens and
26 pre-teens at the Community Center. The first party will be held on Tuesday, June 16, and if it is successful
27 additional events will be held later in the summer. As you may know, the Town has attempted to "reach"
28 this audience in the past, with little success, and we are hopeful that this approach will generate more
29 attendance.

30

31 **Water Tower Work Affects Emergency Communications**

32 Maintenance work on the east end water tower has been ongoing for several months, and is expected to
33 continue into June. This work required the removal of radio equipment from the tower, and has impaired
34 emergency communications for the past several months. Town staff have been able to work around this
35 issue during the offseason, however, the influx of visitors this month makes it more important for that work
36 to be complete soon. The Town is at the mercy of Bogue Banks Water's contractor.

37

38 Additional work is planned for the water tower located adjacent to the Police Station this fall and winter.
39 Town staff are currently working to secure a temporary communications tower from the NC Highway Patrol
40 to set up at the Town Government complex while this work is being completed.

41

42 **Request for Ordinance Amendment to Allow Certain Off-Premises Signs**

43 Mike Stanley, owner of Bogue Inlet Pier, attended the March 23 Planning Board meeting and requested
44 consideration of an ordinance amendment that would allow certain off-premises signs in Emerald Isle.

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1 Mike Stanley presented an example of a low profile (4 ft. tall+/-) ground sign with an attractive appearance.
2 The Planning Board indicated a willingness to consider this request, perhaps limiting the use of such signs
3 to businesses located far enough off of NC 58 and/or fronting on the Atlantic Ocean or Bogue Sound. Josh
4 Edmondson, Town Planner, will continue working on this issue and discuss ideas with the Planning Board
5 at an upcoming Planning Board meeting. The Board of Commissioners may be asked to consider an
6 ordinance amendment at some point in the future.
7

8 **Bell Cove Village Shopping Center Driveway Restrictions Removed**

9 Public Works staff removed the driveway barrier in April, and the unrestricted driveway seems to be
10 working well thus far. Town staff will continue to monitor this issue in the future.
11

12 **Three-Way Stop Sign on Reed Drive at Loon Drive**

13 New STOP signs and markings were added in the past week at this location. The Police Department has
14 been issuing warning tickets only for violators at this location.
15

16 **Regional Hazard Mitigation Plan**

17 The Town's current Hazard Mitigation Plan expires in 2016, and the Town will need to submit an update in
18 order to remain eligible for FEMA assistance in the future. Meanwhile, a group of area local governments
19 has developed the Pamlico Sound Regional Hazard Mitigation Plan, and Emerald Isle can be covered
20 under that plan. I expect to present a copy of this plan for formal Board consideration in the next few
21 months. A public hearing is required before Board adoption.
22

23 I view the Pamlico Sound Regional plan as a temporary solution for Emerald Isle, and plan to task Josh
24 Edmondson, Town Planner with updating the Town's plan within the next several months.
25

26 **Regional Access Parking Fees**

27 Town staff began charging parking fees on April 18, however, we've had several bad weather days on the
28 weekends thus far, and parking fee collections are down as a result. We are hopeful that weekend weather
29 will improve, and that parking fees will reach budget targets by the end of the fiscal year on June 30.
30

31 **CRC Amendment to Static Line Rules**

32 The Coastal Resources Commission met on April 30, and scheduled a formal public hearing on new rules
33 to amend the static line rules and also to create a new "development line" rule. Both of these changes are
34 favorable for oceanfront property owners in Emerald Isle. The CRC rule process is very long, and it's likely
35 that any new rule won't be finalized until later this year or early next year.
36

37 **Town Website Redesign**

38 I have tasked VC3, our information technology consultant, with a redesign of the Town's website, and we
39 hope to unveil the redesigned site in the next few months. Rhonda Ferebee, Town Clerk, will be working
40 closely with VC3 on this project. We have been having recurring problems with our current website hosting
41 service (not VC3) in recent months, and the software that we use to update our current site is also outdated
42 and no longer supported. The redesigned website will be cleaner, and will also allow for easier updates to
43 the website in the future.
44

1 **Bike the Banks Lighthouse Challenge**

2 The Bike the Banks Lighthouse Challenge was held on May 2, and included 96 riders participating in 3
3 different rides. The Bicycle and Pedestrian Advisory Committee was pleased with the turnout for the first
4 event, and we hope to expand next year.

5

6 **18. Comments from Board of Commissioners and Mayor**

7

8 Commissioner Wootten commented that the Town Manager should go ahead and
9 spend the money to get the generator switch for the off-island emergency center.

10

11 Mayor Barber provided an update about his grandson Daniel who was in his 8th week at
12 Duke now; he was making progress, out of intensive care and off the ventilator. Mayor
13 Barber thanked everyone for their prayers and support.

14

15 There were no further comments from the Board of Commissioners.

16

17 **19. Closed Session – Pursuant to NCGS 143-318.11(3), in order to preserve**
18 **Attorney-Client Privilege**

19

20 ***Motion was made by Commissioner Messer to enter Closed Session. The Board***
21 ***voted unanimously 4-0 in favor. Motion carried.***

22

23 ***Motion was made by Commissioner Hoover to return to Open Session. The***
24 ***Board voted unanimously 4-0 in favor. Motion carried.***

25

26 Upon returning to open session there was no action taken by the Board as a result of
27 Closed Session.

28

29 **20. Adjourn**

30

31 ***Motion was made by Commissioner Messer to adjourn the meeting. The Board***
32 ***voted unanimously 4-0 in favor. Motion carried.***

33

34 ***The meeting was adjourned at 7:50 pm.***

35

36 Respectfully submitted:

37

38

39

40 Rhonda C. Ferebee, CMC, NCCMC
41 Town Clerk