



# TOWN COUNCIL RETREAT AGENDA

COMMUNITY CENTER

FEBRUARY 22, 2016 @ 8:00 a.m.

*Breakfast, lunch and snacks provided*

*Lunch: 12:00 p.m. – 12:45 p.m.*

*15-minute breaks at 9:15 a.m.; 10:45 a.m.; 2:00 p.m.*

Call to Order – Mayor Swearingen

Mid-Year Financial Review – Finance Officer Copenhaver

1. Mid-year financial status
2. Mid-year review of council Goals for FY15-16
3. 5-year Capital Plan
4. Financial projections

Department Head presentations

1. Plans for management of upcoming tourist season
  - Traffic, garbage, recycling, safety, crowd control, emergency response, lifeguards, recreation
2. FY16-17 potential budgetary impacts
  - Staffing
  - Regulatory requirements or changes
  - Fee changes
3. Storm water management plan – Public Works

Council discussion topics

1. \*Comprehensive Plan - Swearingen
2. \*Facility space needs – Swearingen and Bloszinsky
3. \*Parking - Bloszinsky
  - a. Renewal of lease on parking lot next to Sunoco
4. \*Town's land assets and options - Bloszinsky
5. \*DIVE Cameras on beach - Swearingen
6. Other items

Determination of FY16-17 Council goals

Adjournment

\*Document attached

**DEVELOPMENT OF  
COMPREHENSIVE PLAN DISCUSSION  
WITH UNC SCHOOL OF GOVERNMENT**

Kure Beach Planning Discussion  
February 11, 2016, Leland Town Hall

**Attendees:** Mayor Emilee Swearingen, Council member Jim Dugan, Ea Ruth, realtor Town Clerk Nancy Avery, John XX, Building Inspector, Tom Barth, MPA Program, UNCW

Mayor called the meeting to begin planning how to develop a long rang, comprehensive strategic plan (not a land use plan) for Kure Beach.

Kure Beach is facing an identity crisis. **Trends** at play include:

- Fast becoming a bedroom community
- Growth of weekly rental units
- Nearby development of large residential developments as gateway to KB
- Etc.

**Desired outcomes of the plan & process:**

- Simple format, easy to use,
- Guide for decision-making (infrastructure, public safety, tourism)
- Direction for employees
- Educate citizens about resources, needs of the town; functions, responsibilities, and limitations of government
- Develop direction of areas of growth and type of growth the town will be encouraging
- Identify what 'tools' the town will need and can use for creating the desired future (e.g., legislation, zoning, bonds, etc.)

**Community Engagement:**

- Involve business sector
- (Re)build civic engagement in the town
- Provide options for ways to accomplish desired future
- Utilize volunteer talents within the town; fill advisory boards and commissions
- Solicit ideas and incorporate (as feasible; create buy in and support for future direction
- Hear from enough to be representative of the diversity of opinion and perspective

**Resources, Assets:**

- UNC-W (limitations of scheduling)
  - has faculty expertise of MPA and other departments;
  - Community Partnerships is new emphasis of the university
  - Student internships available (300-600 hours)
  - Policy analysis class project
- Citizens and volunteers in the community
  - Very involved, well-educated and relevantly experienced pool of retirees, including former city managers
- Tourism Development Authority
  - Information and polling data. Need to know where do vacationers come from?

- Partners (most helpful during data-gathering and implementation phases)
  - New Hanover County
  - City of Wilmington
  - MPO (Metropolitan Planning Area) does planning for transportation and ferry)

**Big, fork-in-the-road decisions:**

1. Placement and upkeep of roads
2. Changing height limitations, zoning

**Scope:** Those that live, work and play in Kure Beach.

- Year round residents
- Out of town property owners
- Weekly renters
- Day trippers
- Business owners – commercial businesses include property owners that rent weekly to vacationers

**Involvement: Who’s involved, and in what ways?**

- All present agreed that citizens would be involved. The degree of desired involvement ranged from ‘telling and asking’ to near ‘co-creation’ of the plan. More involvements typically means more time and expense in plan creation.

**Framing Questions (draft):**

- ❖ Vision Day – What is our vision for the future of Kure Beach? What limitations do we need to acknowledge and work within?
- ❖ Survey – What are most important areas to focus on in the future (town government, others’ focus)? What needs to be done to create the future we desire? What tools will we need to accomplish this work?

**Role of SOG (under letter of agreement):**

- |   |                 |
|---|-----------------|
| A. Offer framework for the entire process   |                 |
| B. Offer design (3-9-16) and be on-site for facilitated Visioning session (April 3 or 10) | \$2,000 (A,B,C) |
| C. Provide examples of possible survey questions, if available                            |                 |
| D. Offer design and be on-site for facilitated development session with Council           | \$2,000 (D)     |
| E. Offer budget simulation (3-14-16)  | \$ 500 (E)      |
| F. Offer telephone guidance as process evolves (up to 8 hours by phone)                   | \$1,000 (F)     |

**Role of Kure Beach**

- Look for 2006-07 survey questions to use
- Research and identify local trends and data
- Offer education about local government services, budgeting, restrictions and limitations (role)
- Generate interest amongst residents
- Logistical arrangements for meetings

## DRAFT--Town of Kure Beach, NC

	TIME FRAME	ACTIVITY	OUTCOME
<b>PREPARATION</b>	<b>January 2016</b>	Introduce broad overview of process to Town board	Expected value of and desired outcomes from this effort identified
		Inform various stakeholders about the strategic visioning effort and begin recruiting assistance	Residents prepared to participate in this effort
	<b>February 2016</b>	Develop the details of the plan for the strategic planning process	Preferred approach to achieve the desired outcomes outlined
<b>VISIONING &amp; ENGAGEMENT</b>	<b>April 2016</b>	Community visioning event <sup>1</sup>	Trends and their potential impact on Kure Beach assessed Information about town government functions and limitations shared <sup>2</sup> Future vision explored
<b>VISION, MISSION, GOAL and VALUES DEVELOPMENT</b>	<b>Summer 2016</b>	Town Council develops potential vision, mission, goals, and organizational values	Perspectives about Kure Beach vision, mission, goals, and values are gathered, compiled, and analyzed
	<b>Fall 2016</b>	Gather input from others <sup>3</sup> about vision, mission, and goals	
	<b>Winter 2017</b>	Create draft vision, goals, and values	Vision for Kure Beach's future and a set of organizational goals crafted using stakeholder input
	<b>Winter 2017</b>	Refine and adopt updated vision, mission, goals, and values	Vision, mission, goals, and principles are in place to guide future work

<sup>1</sup> primarily those *living* in Kure Beach in-person event

<sup>2</sup> Possibly using budget simulation exercise, Budgetopolis

<sup>3</sup> primarily those *working, playing, doing business* in Kure Beach using surveys, etc.

**FACILITY NEEDS**

<b>ADMIN &amp; RECREATION</b>	<b>BUILDING INSPECTIONS</b>	<b>FINANCE</b>	<b>FIRE</b>	<b>POLICE</b>	<b>PUBLIC WORKS</b>
<p>7 staff members working in space built for 3 staff and council</p> <p>Expects capacity for document storage to max out in 2 years</p> <p>Need room for copier, supplies, storage</p> <p>Need another file room (climate controlled)</p> <p>Need conference room since old one converted to office</p> <p>If Recreation continues to grow, will need another office for additional employee</p>	<p>None</p>	<p>Additional file storage for record retention</p>	<p>Public Safety building shared by Fire &amp; Police is ideal scenario for better communication; reduce cost by using shared conference rooms, kitchen facility, workout room, etc.</p> <p>Current space is working on a temporary basis – not enough room for future growth</p>	<p>12 staff members working in space built for 6.</p> <p>Conference room had to be converted to interview room.</p> <p>Need storage space for vehicles used in incident, ATV, record storage</p> <p>Recommend public safety building</p>	<p>Dire need for lay down area</p> <p>Need space for vehicle storage- currently paying to store offsite in CB</p> <p>Will need additional storage space in next 5 years</p>

# LEASE OF PARKING LOT FFB

## PARKING DONATIONS 2015 VS. 2014 (as of 06/01/15)

<u>NAME</u>	<u>2015 AMOUNT</u>	<u>2014 AMOUNT</u>
Freddies Restaurante	\$500.00	\$500.00
Islander Kwik Mart	\$500.00	\$500.00
Bud & Joe's	\$500.00	\$500.00
Kure Beach Diner & Beach House Burgers	\$1,000.00	\$1,000.00
Big Daddys	\$1,000.00	\$1,000.00
Kure Beach Pier	\$1,000.00	\$1,000.00
Jack Mackerel's	\$1,000.00	\$1,000.00
TOTAL BUSINESS DONATION	\$5,500.00	\$5,500.00
Town of Kure Beach	\$2,405.47	\$2,000.00
GRAND TOTAL	\$7,905.47	\$7,500.00

PROPERTY OWNED BY  
TOWN OF KURE BEACH

LOCATION	PARCEL ID	LEGAL DESC	ACREAGE	ACQUIRED	USE	APPRAISED TOTAL 2015
<b>FACILITIES</b>						
	Lots 2, 3, 4 and 5, block 10 R09213-014-010-000	Lots 2,3,4,5 BLK 10	0.4591	Dec. 2007	park, pavilion, public restrooms	\$1,231,200
117 Settlers Lane	R09200-001-002-018	1.36 acres adjacent Ainsworth	1.36	1997	Town Hall, FD & PD buildings & parking lot	\$1,848,600
118 N. 3rd Avenue	Lots 16, 17 and 18 R09213-013-005-000	Lots 16-18, Block 15	0.344	No info	Community Center	\$663,100
400 S. 4th Avenue	R09217-023-019-000	Lots 9, 10 and 11, block 42	0.1148	No info	PW building	\$554,400
400 S. 6th Avenue	R09120-002-004-00A	Improvement on R9120-002-004-000	No info	No info Permit 2005	Maintenance building	\$138,600
100 block Atlantic Avenue	none				Lifeguard base station	\$18,061
<b>VACANT LAND</b>						
102 K Avenue	R09213-009-001-000	63 21 22 KB	No info	1991	Vacant land (corral)	\$182,000
413 Sandman Drive	R09200-001-113-000	Drainage area phase 3B Kure Dunes	0.77	2006	Vacant land	\$200
414 S. 4th Avenue	R09217-023-018-000	Lot 8, block 42	No info	1993	Vacant land next to PW building	\$119,300
334 S 4th Avenue	R09217-016-015-000	Lot 3 in block 41 Map book 4, pages 90 & 91	No info	Dec. 2014 \$113,500	Vacant land	\$134,600
402 & 406 H Avenue	R09217-016-014-000 R09217-016-013-000	Lots 1 & 2, block 41 Map book 4, pgs 90 & 91	No info	Mar. 2013 \$140,000 each	Vacant land	\$119,300 \$119,300
<b>WELL HOUSES</b>						
785 Settlers Lane	R09205-019-010-000		0.92	1990	Well house	\$87,800
138 J Avenue					Well house	No info
307 I Avenue					Well house	No info
401 N. Avenue					Well house	No info
1326 Surfrider					Well house	No info
<b>WATER TOWERS</b>						
302 Assembly		MOTSU lease		2007	Water tower	\$1,194,834
613 Settlers Lane	R09200-001-001-000	(0.38 ACRES) Ainsworth (future development)	0.53	2003	Water tower	\$476,500



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LIFT STATIONS						
911 General Whiting Blvd	R09312-001-006-005	PT Area B	No info	1985	Lift station	\$12,500
1214 S. FF Blvd	R09316-003-021-000	Utility lot Ocean Dunes Forest Phase 2	0.04	1990	Lift station	\$6,800
1338 S. FF Blvd	R09320-002-010-000	Utility lot Ocean Dunes Forest Phase I	0.03	1990	Generator building	\$5,800
1400 S. FF Blvd	R09320-002-012-000	Utility lot (lift station 40'X40')	0.0354	No info	Lift station w/ generator	\$2,700
402 Fourth Avenue					Lift station	\$162,947
531 Fifth Avenue					Lift station	\$268,093
311 E Avenue					Lift station	\$101,341
503 Surf Drive					Lift station	\$35,503
1720 Snapper Lane					Lift station w/ generator	\$196,407
713 N. FFB	R09209-005-009-000	KB Lift station	0.09	1987	Lift station	\$91,300
1342 S FFB					Lift station	\$268,800

Per Layton Bedsole, county Shore Protection Manager, the county contracted with Moffat & Nichols to survey the 3 beaches and all inlets for an estimated \$200,000 annually. This is funded from the ROT fund.



Nancy Avery

2/11/16