

**Minutes**  
**Town of Atlantic Beach, North Carolina**  
**Town Council Special Meeting – Budget Retreat**  
**Wednesday, February 13, 2008**

A Special Meeting of the Town Council of Atlantic Beach was held on Wednesday, February 13, 2008 at 10:00 p.m.

**Members Present:** Mayor Cooper, Mayor Pro Tem Harry Archer; Councilmembers: Ann Batt, Eddie Briley, Ken Ide, Vada Palma

**Members Absent:** None

**Others Present:** Pete Allen, Interim Town Manager; Kelly Nash, Town Clerk; Sabrina Simpson, Administrative Services; Laura Buda, Tax Collector; Donna Turner, Inspections Director; Jessica Fiester, Planning Director; Adam Snyder, Fire Chief; Allen Smith, Police Chief, Maj. A.K. Miller, Deputy Police Chief; Marc Schulze, Public Services Director.

**Call to Order** Mayor Cooper called the meeting to order at 10:00 a.m.

Interim Pete Allen opened the meeting by stating that a tentative budget work session calendar has been formulated. He noted that the budget for the upcoming fiscal year was not going to be easy and that Atlantic Beach has lived off growth for the past twenty (20 +/-) years and that the town is no longer seeing this growth. He stated that the reason for today's meeting was so that the department heads may get direction from Council as to what needs to be the motion forward. At this time, each department head gave an overview along with a present and future forecast of their department in regards to budget.

Laura Buda, Tax Collector, gave an update on collections and noted that it is in line with previous years. Sabrina Simpson, Administrative Supervisor, noted concern over the old Food Lion property payment. She noted that one third (1/3) of the payment for the property was allocated for stormwater maintenance and if the property is not utilized as stated initially, approximately \$140,000.00 will need to be replaced. Mayor Cooper advised that the stormwater issue is a priority and probably in the next month or so, Council will be focusing on storm water and he does not foresee any changes to the stormwater plan.

Marc Schulze, Public Services Director discussed several projects that his department has been working on and projects that have been put on hold until further direction. He noted that there are monies available to complete the stormwater improvement projects. Mayor Cooper advised Marc to move forward on the storm water projects.

Donna Turner, Inspections Director commented that, in looking at the future, there seems to be a lot of big renovation permits that may be coming into her department and that she feels \$200,000.00 is a "guess-timate" of revenues for her department. She noted that Jessica Fiester, Planning Director is currently working on software for permitting.

Jessica Fiester, Planning Director advised that permitting software that she is currently researching will range in the area of \$8,000 to possibly \$20,000.00. Although she feels it will be estimated at \$12,000.00.

At this time, the meeting was recessed. The time was 12:00 p.m.  
Meeting reconvened at 1:00 p.m.

Allen Smith, Police Chief advised that he will be coming to Council in the future for possible consideration of continuation of benefits for long-term (20 years or more) employees of the town. He also commented on the implementation of the Carteret County Consolidated 9-1-1 Center and requested direction from Council as to the possible endorsement and commitment to the program for Atlantic Beach. Council noted that there were several questions that they felt needed to be addressed and answered prior to their approval and commitment. Mayor Cooper advised Chief Smith and Chief Snyder to forward their pros, cons and recommendations to Council for this issue to be addressed at the March Town Council meeting.

Adam Snyder, Fire Chief gave an overview of his department's services along with any possible capital projects for the upcoming budget year. He noted that currently the lifeguard program utilized twelve (12)

to fifteen (15) lifeguards from Memorial Day to Labor Day and the current funding is approximately \$42,000.00 annually with \$15,000 of this contributed from the county. He noted that for safety and timely response to emergencies he will be bringing forth a request for a four-wheeler for this program. He also noted that the waverunner that is currently being utilized for emergency services is the personal vehicle of a fire department employee due to the department-purchased waverunner that is permanently out of commission. He advised that an estimated \$10,000 would be needed to secure a department-owned waverunner. He continued to discuss other projects/requests that will be brought forth in the upcoming fiscal year for budget considerations.

At this time, the meeting recessed at 2:00 p.m.

The meeting reconvened at 2:10 p.m.

Councilmember Briley commented that he feels after the departments have furnished Council with their budgets for the FY08-09 fiscal year there should be at least two (2) worksessions held with the public. Interim Manager, Pete Allen advised that staff will begin their research at the beginning of March. He also noted that customer service is the key to all operations within the town.

Councilmember Palma made a motion to approve Resolution 08-02-01; Resolution Designating Bank Depositories and Authorizing Signatures for Bank Depositories for the Town of Atlantic Beach, North Carolina. Motion was seconded by Councilmember Ide. Vote was unanimous, 5-0. Motion carried.

With there being no further business before the Town Council, Councilmember Briley made a motion to adjourn the meeting. Motion was seconded by Councilmember Ide. Vote was unanimous, 5-0. The time was 2:40 p.m.

Submitted by:

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Kelly L. Nash, Town Clerk

These minutes were approved at the April 21, 2008 Atlantic Beach Town Council Meeting.

Approved by:

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A. B. Cooper, III, Mayor