



**Minutes**  
**Town of Atlantic Beach, North Carolina**  
**Town Council Special Meeting**  
**Monday, April 3, 2009**



The Special Meeting of the Atlantic Beach Town Council was held April 3, 2009 at 9:00 a.m. in the Council Meeting Room.

**Members Present:** Mayor A. B. Cooper, III; Mayor Pro Tem Harry Archer; Councilmembers: Ann Batt, Eddie Briley, Trish Ide and Vada Palma

**Members Absent:**

**Others Present:** Pete Allen, Town Manager; Sabrina Simpson, Admin. Services; Marc Schulze, Public Services Director; Jessica Fiester, Planning Director; Donna Turner, Inspections Director; Adam Snyder, Fire Chief; Allen Smith, Police Chief; Lt. Brian Prior

Mayor Cooper called the meeting to order at 9:00 a.m.

Town Manager, Pete Allen opened the meeting by presenting the FY2009-2010 proposed \$7,013,142 budget to Council.

The General Fund budget is balanced at \$5,605,990 and includes the following:

- Property taxes and motor vehicle tax values as estimated on March 19, 2009 by the Carteret County Tax Department
- Maintain tax rate of \$0.125 per \$100 of value
- No proposed Cost of Living or Merit/performance pay increases for staff
- Medical insurance<sup>4</sup> premium increase estimated at 18%
- Flood, Worker's Compensation, and Liability premium increases estimated at 15%
- No funds allocated for contingency or Capital Outlay expenditures

The Beach Nourishment and Powell Bill Funds are balanced as required.

The Utility Fund budget, which included the water and stormwater activities, is balanced at \$7,013,142 with no major changes to the fee schedule but includes an appropriation of \$192,214 of fund balance. Utility Fund shows a transfer from storm water to the General Fund to reimburse 1/3 of Coral Bay loan payment due to proposed potential future stormwater uses for said property.

After discussions between Council, manager, and department heads, there was a consensus to make the following changes to the budget figures proposed:

- Increase cell tower lease by \$20,000.00 for expected new addition to tower
- Decrease County lifeguard donation by \$15,000.00 due to potential lack of available funding
- Increase Community Promotions by \$2,700.00
  - \$2,500.00 additional for Christmas event
  - \$ 200.00 additional for Mayor's Committee on Disabilities
- Increase General Fund contingency by \$2,300.00

Mayor Pro Tem Archer made a motion *to recess* the budget worksession meeting to 2:00 p.m. on Wednesday, April 15, 2009. Councilmember Batt seconded the motion. Vote was unanimous, 5-0. Motion carried. Meeting was recessed at 10:46 a.m.

**APRIL 15, 2009 – 2:00 P.M.**

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

**Members Absent:**

**Others Present:** Pete Allen, Town Manager; Kelly Cyrus, Town Clerk; Marc Schulze, Public Services Director; Jessica Fiester, Planning Director; Allen Smith, Police Chief; Laurie Hasulak, Tax Collector

Mayor Cooper reconvened the recessed budget work session from April 3, 2009.

Town Manager, Pete Allen begin the meeting by presenting the FY2009-2010 proposed \$7,018,142.00 total budget, which incorporated recommended changes agreed upon at the April 3, 2009 budget worksession.

The General Fund budget is balanced at \$5,610,990.00.

The Beach Nourishment and Powell Bill funds are balanced as required.

The Utility Fund budget, which included the water and storm water activities, is balanced at \$7,018,142.00 with no major changes to the fee schedule but includes an appropriation of \$192, 214.00 of fund balance.

Council discussed the lifeguard services in-depth and opted to keep the services as currently proposed in the budget. The proposed budget does not include a donation from Carteret County to assist in offsetting the cost to Atlantic Beach taxpayers for this service, but Councilmembers will continue to discuss this with the Carteret County elected officials.

Council discussed a potential base water fee increase to assist in balancing the proposed Utility Fund budget.

Councilmember Palma made a motion *to recess* the budget worksession to Friday, April 24, 2009 at 2:00 p.m. Councilmember Batt seconded the motion. Vote was unanimous, 5-0. Meeting was recessed at 2:55 p.m.

**APRIL 24, 2009 – 2:00 P.M.**

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

**Members Absent:**

**Others Present:** Pete Allen, Town Manager; Kelly Cyrus, Town Clerk; Sabrina Simpson, Administrative Services; Marc Schulze, Public Services Director; Jessica Fiester, Planning Director; Allen Smith, Police Chief; Maj. A.K. Miller

Mayor Cooper reconvened the recessed budget worksession from April 15, 2009.

Pete Allen, Town Manager began the meeting by presenting the FY2009-2010 proposed \$7,010,160.00 total budget.

The General Fund budget is balanced at \$5,606,228.00 and includes the following:

- Property taxes and motor vehicle tax values as estimated on April 21, 2009 by the Carteret County Tax Department
- Maintain tax rate of \$0.125 per \$100.00 of value
- No proposed of Cost of Living or Merit/performance pay increases for staff
- Medical insurance premium increase to only 5.5% instead of estimated 18%
- Flood, Worker's Compensation, and Liability premium increases estimated at 15%
- \$28,285.00 allocated for Contingency Fund
- No funds allocated for Capital Outlay expenditures

The Beach Nourishment and Powell Bill funds are balanced as required.

The Utility Fund budget, which included the water and stormwater activities, is balanced at \$7,010,160.00. There were two options presented to Council for review. The first showed no major changes to the fee schedule but includes an appropriation of \$192,214.00 of water fund balance. The second shows a \$3.00 increase to the water base rate tables and includes an appropriation of \$22,994.00 of water fund balance to balance the Utility Fund budget.

After much discussion regarding the proposed fee increase in the Utility Fund, the consensus of Council was to move forward with option number two, but only increasing the water base rate tables \$2.00 instead of the suggested \$3.00.

Council was reminded that there is a request on the April 27, 2009 Council meeting agenda to schedule a Public Hearing on the FY2009-2010 proposed budget ordinance and budget message on May 13, 2009 at 6:00 p.m.

Staff was directed to prepare the proposed budget as agreed and have it available for public review no later than Monday, April 27, 2009 at both Town Hall and the town website, [tab@atlanticbeach-nc.com](mailto:tab@atlanticbeach-nc.com).

#### ADJOURNMENT

Councilmember Briley made a motion *to adjourn* the meeting. Councilmember Batt seconded the motion. Vote was unanimous, 5-0. Motion carried.

There being no action taken nor any further business before the Town Council, Mayor Cooper adjourned the meeting at 3:06 p.m.

Submitted by:

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Kelly L. Cyrus  
Town Clerk

These minutes were approved at the May 27, 2009 meeting of the Atlantic Beach Town Council.

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A. B. Cooper III, Mayor