



## Town of Southern Shores

5375 N. Virginia Dare Trail, Southern Shores, NC 27949

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www.southernshores-nc.gov

Council Meeting

February 21, 2012

9:00 a.m. - Pitts Center

The following Council Members were present: Mayor Hal Denny, Mayor pro tem Jodi Hess, Council Members George Kowalski, David Sanders and Larry Lawhon. Also present: Town Manager Peter Rascoe, Town Attorney Ben Gallop and Town Clerk Carrie Gordin.

Mayor Denny called the meeting to order and led the Pledge of Allegiance and held a moment of silence for our armed forces.

### **APPROVAL OF AGENDA**

Mayor pro tem Hess moved to approve the agenda as presented. Council Member Kowalski seconded. The motion passed with Mayor Denny and Council Members Hess, Kowalski, Sanders and Lawhon voting aye.

### **APPROVAL OF MINUTES** – February 7, 2012

Mayor pro tem Hess moved to approve the February 7, 2012 minutes as presented. Council Member Lawhon seconded. The motion passed with Mayor Denny and Council Members Hess, Kowalski, Sanders and Lawhon voting aye.

### **CONSENT AGENDA**-None

### **FINANCIAL QUARTERLY REPORT**-Bonnie Swain, Finance Officer

The Finance Officer gave a cumulative financial report covering July 2011 through January 2012. Council Member Kowalski asked what the Town's tax collection rate is. She stated Dare County collects the Town's taxes and the current year to date is 97% and for the entire last year we collected 99.5%.

[Clerk's Note: A copy of the report is hereby attached as Exhibit A].

### **GENERAL PUBLIC COMMENT**

Lori Williams, 109 Pudding Pan Lane, Co-president of the League of Women Voters, presented Council with the 2012, 25<sup>th</sup> Anniversary edition of the Dare County Citizen's Guide. She thanked Council for their contribution that helps in the printing costs of the guide.

Mayor Denny thanked the League for all that they do.

### **OLD BUSINESS**

#### **Draft Stormwater Management Ordinance**

The Town Manager stated Town staff, including the Town Attorney and Anlauf Engineering, drafted an alternative stormwater management ordinance for Council's consideration. He stated staff's goal was to

present a more practical proposed amendment to the Town Code which would not require a citizen to engage an engineer each time development or even minor construction is proposed.

The Town Attorney stated the Planning Board drafted a good proposed stormwater ordinance, but as written would require additional Town time to administer and enforce it.

Following a lengthy discussion among Council and staff Mayor Denny suggested both draft ordinances be referred back to the Planning Board and staff to review for a possible single recommendation. Council approved by consensus

#### Review Planning Board's proposed responses to state's comments on the draft Land Use Plan

Mayor Denny stated Council will review each comment as presented.

Upon review, with minimal changes, Mayor Denny moved to approve the Planning Board's comments with noted corrections. Council Member Sanders seconded. The motion passed with Mayor Denny and Council Members Hess, Kowalski, Sanders and Lawhon voting aye.

### **NEW BUSINESS**

#### Capital Improvement Planning (CIP) Committee Report/Budget Amendment #15

The Town Manager reported the CIP Planning Committee's recommendation of a re-prioritized (from the 2008 5-year Capital Improvement Plan) street improvement plan for FY 2012-2013 with projected costs. The CIP Committee also recommended budget amendment #15 in the amount of \$70,000 in order to begin engineering, surveying and pre-design costs during the current fiscal year of 2011-2012.

Mayor pro tem Hess moved to approve budget amendment #15 in the amount of \$70,000 as presented. Council Member Lawhon seconded. The motion passed with Mayor Denny and Council Members Hess, Kowalski, Sanders and Lawhon voting aye.

Mayor Denny moved that the Budget Officer incorporate the CIP Committee's recommended Report, considering the projected costs adjusted for approved budget amendment #15, into the budget planning process for fiscal year 2012-2013. Council Member Lawhon seconded. The motion passed with Mayor Denny and Council Members Hess, Kowalski, Sanders and Lawhon voting aye.

[Clerk's Note: A copy of FY2012-2013 reprioritized street improvement plan and Budget Amendment #15 is hereby attached as Exhibits B and C].

### **OTHER ITEMS**

#### Town Manager

The Town Manager addressed several issues:

- Budgeted fuel expenses for vehicles will need to be addressed and possibly adjusted during the current fiscal year.
- He received notice that the Town's canal dredging CAMA permit application review period has been extended for an additional 75 days.
- Tall Pine Bridge Replacement Project bid notice has been published as required.
- The Juniper/Trinitie Trails Bridge paving should be done the first week of March by a DOT paving contractor. He assured Council that all concerns about what the final product will look like will be addressed as the project continues to completion.

- New Town parking spaces will be developed in vicinity of 146 Ocean Blvd. in March.
- The Town now has a Twitter account.

He asked Council to confirm from their discussion at the Retreat that staff would commence an informal and non-binding survey regarding allowing dogs on the beach during summer, and to bring the results back to Council at the April meeting. It was the consensus of all Council members for staff to proceed with this.

Council Member Kowalski asked the status of the bulkheading replacement at the Juniper/Trinitie Trails Bridge. The Town Manager stated that all costs related to the bridge replacement will be presented to Council at one, including the Town's projected costs for bulkheading repair and waterline re-connection.

Mayor

Mayor Denny stated that Council Member Lawhon has accepted to replace him to be the Town's representative on the Albemarle Commission DOT Advisory committee

Council

Council Member Kowalski reported he observed some concrete sections of the S. Dogwood multi-use path are damaged and some reflectors are missing.

Hearing no other business mayor pro tem Hess moved to adjourn the meeting at 11:25 a.m. Mayor Denny seconded. The motion passed with Mayor Denny and Council Members Hess, Kowalski, Sanders and Lawhon voting aye.

ATTEST

Mayor Denny



Respectfully submitted:

  
Carrie Gordin, Town Clerk

**TOWN OF SOUTHERN SHORES**

	<b><u>FY 11-12 Revenues</u></b>	<b><u>FY 11-12 Expenditures</u></b>
July	<b>8,714</b>	<b>527,977</b>
August	<b>565,272</b>	<b>281,962</b>
September	<b>759,750</b>	<b>365,921</b>
October	<b>523,533</b>	<b>421,257</b>
November	<b>467,160</b>	<b>416,610</b>
December	<b>1,076,700</b>	<b>303,587</b>
January	<b>649,371</b>	<b>554,781</b>
February		
March		
April		
May		
June		
<b>Total</b>	<b>4,050,500</b>	<b>2,872,095</b>

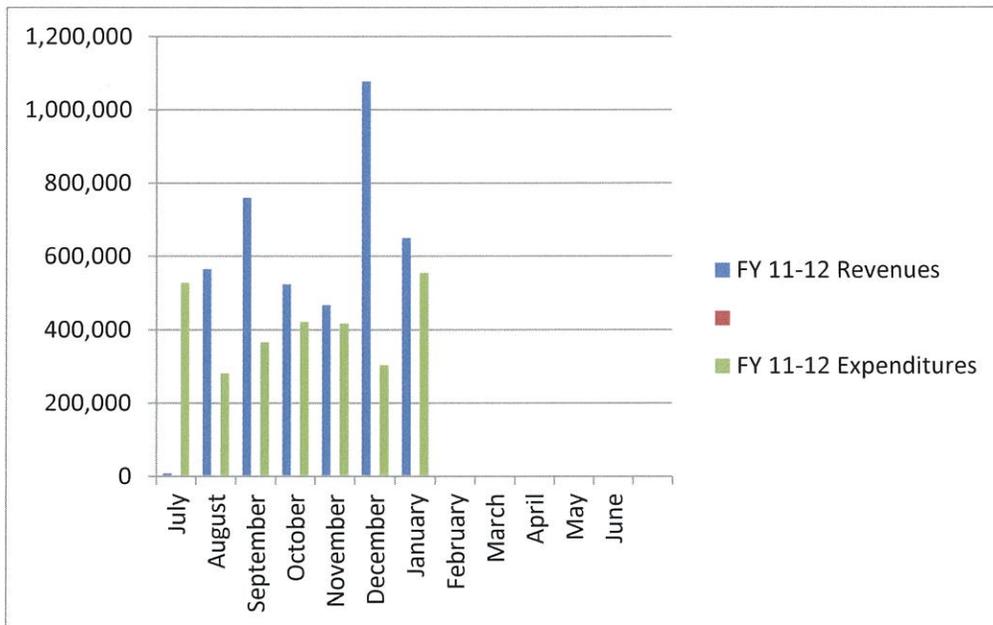


Exhibit B

SOUTHERN SHORES - CAPITAL IMPROVEMENT PLAN: ROADS													
FY 2012-2013													
CIP Committee Priority	Road Name	Earthwork Cost Estimate	Paving Cost Estimate	Stormwater Mgmt. Cost Estimate	Signs Cost	SUBTOTAL COST ESTIMATE	6% Mobilization Cost	6% Demobilization Cost	8% Engineering/Surveying Fees	TOTAL BEFORE CONTINGENCY	16% Contingency	8% Engineering/Surveying Fees on Contingency	TOTAL COST ESTIMATE
<b>POTENTIAL ROADS PROJECTS FY 2012-13 (Tier 1)</b>													
1	Honeysuckle Lane	\$ 35,430	\$ 48,266	\$ -	\$ 108	\$ 83,804	\$ 4,190	\$ 4,190	\$ 7,375	\$ 99,560	\$ 14,934	\$ 1,195	\$ 115,688
2	Gravey Pond Ln	\$ 34,020	\$ 113,584	\$ -	\$ 324	\$ 147,928	\$ 7,395	\$ 7,395	\$ 13,018	\$ 175,736	\$ 26,361	\$ 2,109	\$ 204,208
3	Deer Path Lane	\$ 45,160	\$ 106,169	\$ -	\$ 324	\$ 151,653	\$ 7,583	\$ 7,583	\$ 13,345	\$ 180,163	\$ 27,025	\$ 2,162	\$ 209,350
4	Spindrift Trail	\$ 16,036	\$ 27,238	\$ -	\$ -	\$ 43,274	\$ 2,164	\$ 2,164	\$ 3,808	\$ 51,410	\$ 7,711	\$ 617	\$ 59,738
5	Duak Woods Drive-House #68 to House #89	\$ 29,751	\$ 80,610	\$ 50,730	\$ -	\$ 160,090	\$ 8,005	\$ 8,005	\$ 14,088	\$ 190,187	\$ 28,528	\$ 2,282	\$ 220,998
8	Widgeon Court	\$ 7,085	\$ 15,876	\$ 4,501	\$ -	\$ 27,462	\$ 1,373	\$ 1,373	\$ 2,417	\$ 32,625	\$ 4,894	\$ 391	\$ 37,910
<b>TOTALS FOR TIER 1 PROJECTS</b>		<b>\$ 186,462</b>	<b>\$ 381,743</b>	<b>\$ 55,231</b>	<b>\$ 768</b>	<b>\$ 614,211</b>	<b>\$ 30,711</b>	<b>\$ 30,711</b>	<b>\$ 64,051</b>	<b>\$ 729,683</b>	<b>\$ 108,452</b>	<b>\$ 8,768</b>	<b>\$ 847,882</b>

Note - Updated/revised cost estimates based on Joe Anlauf analysis.

**Town of Southern Shores  
Budget Amendment Number # 15**

**Public Works  
Increases**

**Decreases**

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
	<b><u>Revenues</u></b>				
40-39909	Undesignated FB	\$70,000.00			
	<b><u>Expenditures</u></b>				
59-50904	Engineering Services	\$70,000.00			

Explanation: Cost of engineering, surveying and pre-design cores for proposed streets in FY 12-13

Recommended By:

Approved By:

\_\_\_\_\_  
J. Peter Rascoe, III, Town Manager

\_\_\_\_\_  
Hal Denny, Mayor

\_\_\_\_\_  
Date