

Town of HOLLY RIDGE

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HOLLY RIDGE TOWN COUNCIL REGULAR MEETING July 12th, 2022 6:30 P.M.

Mayor Jeff Wenzel called the Regular Meeting of the Holly Ridge Town Council to order at 6:30 p.m. at the Holly Ridge Town Hall. Council members present were Councilman Sholar, Councilman Hines, Councilwoman Stanley, Mayor Pro-Tem Hall, and Councilwoman Bragg. Also present were Town Manager, Heather Reynolds; Deputy Clerk, Tracy Martin; Finance Director Chuck Strickland, Community Development Director Nate Rhue; and Attorney Kyle Fountain.

Invocation and Pledge

Councilman Hines gave the Invocation and Mayor Wenzel led the Pledge of Allegiance.

Adoption of Agenda

A motion was made by *Councilman Sholar* and seconded by *Councilwoman Bragg* to adopt the agenda as presented. *All Agreed.*

Persons Wishing to Address the Council

Public Hearings

Possible Approval of a Request submitted by Edwin Bahouth to rezone .74 acres from R-15 to Commercial. Identified as Parcel # 019631

Manager Reynolds said this property is located at 209 W. Ocean Road and totals approximately .74 acres. The request tonight is to rezone from R-15 to Commercial. Town staff and Planning Board recommended approval.

A motion was made by *Councilwoman Bragg* and seconded by *Mayor Pro-Tem Hall* to go into Public Hearing. *All Agreed.*

A motion was made by *Councilman Hines* and seconded by *Councilman Sholar* to return to Regular Session. *All Agreed.*

Mayor Pro-Tem Hall said part of the Planning Board's consideration on the statement says this request would accommodate the development of retail services and businesses abutting major roadways throughout the town that cater to the traveling public. Except for the commercial now, allows housing.

Nate Rhue said with general re-zoning they are supplied with the permitted uses within a proposed rezoning and that was not addressed specifically but as part of their consideration as the board he would trust looking at the permitted uses that would be a consideration.

Mayor Pro-Tem Hall stated one of the things we have come into the last couple of rezonings are we are looking for services in commercial entities and what we are getting is multi-family housing and not getting commercial. It looked like to Mayor Pro-Tem Hall they were making consideration and it sounded like they were just considering we were going to get retail service and related businesses. Mayor Pro-Tem Hall said they do not have to put retail services and related business if we approve this to commercial.

Councilman Hines said the way it stands, it can be multi-family. Mr. Rhue said that is not correct it is zoned R-15 and multi-family is not permitted.

Mayor Wenzel said if we do not want commercial to include multi-family dwellings, then this is something Town Council needs to clean up. Mayor Pro-Tem Hall stated this could be cleaned up later in some ordinances but not before we vote on this item.

Mr. Rhue said the way the ordinance is written currently, it does allow for multi-family within the commercial district as a special use. If Town Council's desire is to change that it would be something to go before the Planning Board for their recommendation and then addressed at the Regular Town Council meeting.

Mayor Pro-Tem Hall said as it is now, if we were to permit commercial zoning here, would they have to have a special use permit to put multi-family housing. Mr. Rhue said that is correct.

Mayor Wenzel asked if it was normal for other townships to have multi use in commercial. Mr. Rhue stated he has heard of that being the case.

Mayor Pro-Tem Hall said we have only run into this because the Land Use Plan has been created, securing that highway 50 and highway 17 would bring us some commercial entities but since we began the Land Use Plan, and we have the availability to use multi-family housing as a commercial entity that takes away the direction of the Land Use Plan. Mayor Pro-Tem Hall said her concern is making this commercial will allow it to be able to have duplexes that is 300 feet from the main intersection of Holly Ridge. Mayor Pro-Tem Hall asked if the person requesting commercial zoning, did they understand that they would need a special use permit to

put housing, so if they are getting commercial now because their thought process is they want to put housing there and they need it to be commercial to do that.

Mr. Rhue said he has not had any conversation with the applicant for any kind of specific use and the applicant is in the audience tonight.

Mr. Bahouth – 6262 Teal Street said that is not his intention. Mr. Bahouth stated he wants this property to be strictly commercial.

A motion was made by **Councilwoman Bragg** and seconded by **Councilwoman Stanley** to approve the request to rezone .74 acres from R-15 to Commercial.

Voting was as follows:

Councilman Hines- Yes

Mayor Pro-Tem Hall – No

Councilman Sholar – Yes

Councilwoman Stanley – Yes

Councilwoman Bragg – Yes

Motion Passes

A consensus was taken by the Town Council to direct the Planning Board to clean up the language pertaining to multi-family use under commercial.

Possible Approval of a Request submitted by Jason Dixon to rezone .34 acres from R-15 to Commercial. Identified as Parcel 04281.

Manager Reynolds said this property is located at 317 N. Dyson Street and it totals approximately .34 acres. The request is to rezone from R-15 to Commercial. This parcel is located across from J & J Snack foods and the Planning Board as well as the staff was to approve.

A motion was made by **Councilwoman Bragg** and seconded by **Councilwoman Stanley** to go into Public Hearing. **All Agreed.**

Kayleigh Green - 308 N. Dyson Street stated she is here on behalf of herself, her husband and his grandparents Mr. and Mrs. Johnny Midgett. Mrs. Green said they have lived at 309 N. Dyson Street and 311 N. Dyson Street since 1975 and their family owned that same property even before that.

When purchased 47 years ago the property was a beautiful residential lot that was in a small growing town, and it was where Mr. and Mrs. Midgett raised their children and grandchildren and now their great grandchildren. They were there prior to J&J Snack Food or Holly Ridge Foods which was built in 1984.

Mrs. Green said they have replaced over a dozen mailboxes, ruts in their yards and they have LED lights that light up their front yards all night and they also hear the generators from the trucks all night.

Mrs. Green said their concerns is splitting that lot, split lots will be next to commercial on both sides and J&J Snack foods will also be across the street. Mrs. Green said she believes the growth in the town is essential, however there are other locations like highway 50, highway 17 and the Camp Davis Industrial Park. Mrs. Green said they live in a residential area that is close to the park and the concern is that now everything around us will be commercial and it will be just their two residential lots where they are trying to raise their children. They love Holly Ridge and want to live in this town however, it is enclosing on their resident that they just built two years ago.

Samantha Roman – 202 E. Cormorant Ct Hampstead who is partners with Jason Dixon wanted to share some intent as to what they want to do with the property. They have recently purchased a company called ECO Maids which is a family run franchise business and hopefully a lot of job opportunities. Ms. Roman said this would be a smaller scale of business run out of that property as well as minimal disruptions of the area.

Mrs. Green stated her only concern is once it is zoned commercial and if the business does not thrive, someone else can buy it and they can put anything commercial there.

Ken Bradshaw 134 Beacon Woods Drive asked what the commercial business is going to be. Mrs. Roman stated this is going to be a cleaning service.

Christina Asbury – 308 Folkstone Road Holly Ridge said she is the realtor representing Samantha and Jason. The good thing about this business is there is not going to be a lot of customer interaction. There is no point-of-sale contact, no in and out traffic. Ms. Asbury said while not in line with the town's Land Use Plan, this type of business and zoning was inline with what the public wanted when the town did the surveys. Ms. Asbury said this business will be more of a daily housekeeping and business cleaning.

Ms. Asbury said they have been looking for the right place for this business for over six months. They decided on Holly Ridge since it is a friendly town and easy to work with especially for a retired disabled veteran, which is who owns this business. Ms. Asbury said she did not think there would be any kind of disruptions either in the day or nighttime.

Councilman Sholar asked how long the property has been for sale. Ms. Asbury stated this piece of property originally sold in March of 2022 and it was in quite a state of disrepair. The property was bought by two local realtors, and they renovated and repriced it and they are reselling the property. The realtors did not sell it as commercial, and it was not represented as commercial or industrial. Ms. Asbury stated she and her client sought out that site, location, and zoning specifically for this site.

Mayor Pro-Tem Hall said the size of the lot was brought up earlier and a commercial lot must be at least 15,000 feet. This property is .34 which is less than 15,000 feet. Mr. Rhue said the lot is 15,001 square feet based upon the certified survey. Ms. Asbury said the whole section was recorded when the two realtors bought the property in March 2022. Mayor Pro-Tem Hall said the lot next door is not a commercial lot. Mr. Rhue stated that is correct.

Ken Bradshaw – 134 Beacon Woods Drive asked if the property abuts Centennial Park. Ms. Asbury stated it does not.

A motion was made by **Councilman Sholar** and seconded by **Councilwoman Bragg** to return to Regular Session. *All Agreed.*

Mayor Pro-Tem Hall asked Ms. Roman if employees would be coming in and out of the building. Ms. Roman said there would be employees coming in and out of the building. Mayor Pro-Tem Hall said so the statement about less traffic in the Planning Boards report as a commercial entity versus a residential entity is not correct.

Councilman Hines said his would be the same as the last rezoning except we have basically a residential street even though the pie plant is there and the fact that the lot next door could be changed too. Councilman Hines said he appreciates the fact that they wanted to come to Holly Ridge to do business, but he does not think this is the perfect location to have a business on that street or any residential street.

Attorney Fountain said since there has been some discussion on a particular project, he needs to remind the Town Council that in a rezoning they are to consider all permissible uses and not just the proposal that is before the board.

A motion was made by **Councilman Hines** and seconded by **Mayor Pro-Tem Hall** to deny the request to rezone .34 acres from R-15 to Commercial.

Voting was as follows:

Councilman Hines – Yes

Mayor Pro-Tem Hall – Yes

Councilman Sholar- No

Councilman Sholar stated he has a hard time denying something that has been for sale that other people could have bought. Councilman Sholar feels like they should be able to do with their property what they want to do.

Councilwoman Stanley – No

Councilwoman Bragg – No

Motion fails.

A motion was made by **Councilwoman Stanley** and seconded by **Councilwoman Bragg** to approve .34 acres from R-15 to Commercial.

Voting was as follows:

Councilman Hines – No
Mayor Pro-Tem Hall – No
Councilman Sholar – Yes
Councilwoman Stanley – Yes
Councilwoman Bragg – Yes

Motion Passes

Possible Approval of text amendments submitted by the Town of Holly Ridge related to buffering requirements, travel trailers, Planned Unit Developments, definitions, and the Permitted Use Table.

Manager Reynolds said Mr. Rhue since coming on board with the town was tasked with going through the current town ordinances. These are some of the issues that staff and the community development as faced, and these amendments will be presented by the Community Development Director Nate Rhue.

Mr. Rhue said a lot of these amendments have come about with different scenarios or where there is a lot of confusion where there is not a lot of clarity.

The first one relates to commercial and the light industrial district. In consideration of the light industrial district the requirements related to setbacks are within the commercial district there are no setbacks required provided there is not neighboring residential.

Light Industrial has 20 ft front setbacks 10 ft side and a 10 ft rear. It also adds should these districts above residentially zoned blocks both of those districts are required to have 15 ft rear yards, 10 ft for side yards in addition to the width required for buffering. Mr. Rhue said take the last rezoning it is neighboring residential uses dwellings. Should there be a new building, the setbacks would be 10 feet on the side of each.

Mr. Rhue said when you look at the verbiage, setback is required in addition to the requirement for buffering. Mr. Rhue said an example would be that a developer chooses to utilize and approve a natural buffer of 20 feet would be required to add an additional 10 feet outside of that buffer for the setback's purposes.

Mr. Rhue said the request for this is to strike out the verbiage that adds the buffer to the required setback width. It will remove that last sentence where it is stating in the case of the buffer zone required in addition to the required yard as well.

Mayor Pro-Tem Hall said it would be 10 feet unless you were using a fence and now it is just 3 feet. Mr. Rhue stated for that fence yes. The allowance that this would give is that should a developer come in it would still be 10 feet from the property line and not 13 feet. Mr. Rhue said it would still have that setback requirement, but the addition of the buffer would not be included in that.

Mr. Rhue said he has seen an increase in travel trailers, recreational vehicles and are located on residentially owned parcels and while these are allowed to be stored on such parcels, we have also seen an influx of such vehicles being connected to utilities and occupied for an extended amount of time. Current ordinance states these vehicles can not be used for sleeping, utility, office material etc.

Mr. Rhue said the request refers to 7-4-11 to add verbiage that will prohibit permanent connection to utilities. Mr. Rhue said we have been enforcing from a standpoint where it states utility, but we have seen people connecting to sewage pipes for a more permanent connection.

Mr. Rhue said in the town's consideration of planning and development it was understood the desire of the Town Council was to insure the protection of strictly commercial uses along the highway corridors. The verbiage associated with Planned Unit Development only specified a percentage of gross acreage be dedicated to commercial development and did not specify how said development should be situated. Mr. Rhue said our ordinance dictates that it must be 10% of the gross acreage of the parcel allotted for commercial development. This request is to add verbiage to specify that only commercial development is permitted along those major thoroughfares.

Mr. Rhue said the ordinance change is proposed for section 7-4-18 and states the commercial density district shall include commercial development only along road frontage at no less than 10% of the gross acreage and can include single-family stick built or modular dwellings and multi-family units. Multi-family units shall be at a maximum density of sixteen (16) units per gross acre. No residential development, including multi-family, accessory structures, parking, and/or open space, is permitted along road frontage. (See Section 7-4-6 for additional supplementary requirements).

Councilman Hines said during a hurricane we had a problem with people not having anywhere to live, so some would hook up the camper trailers. Councilman Hines asked if this would have anything to do with that and Mr. Rhue stated it would not.

Mr. Rhue said a change is proposed for Sections 7-9-20 & 7-9-21 Requirements for Buffering. This is required between commercial/industrial use and residential districts and/or uses and between MHP, RV/campsites, multi-family, and single-family dwellings (7-9-20)
Of the options, an opaque fence/wall installed 3' from property line permitted
With this option, evergreen plantings required between fence and property line
Disputes and unnecessary hardships could arise over upkeep and damage and access

Request is to replace "dwellings" from 7-9-20 for requirements of MHP, RV/Campsites, multi-family
Add "districts or uses" to 7-9-20 for requirements of MHP, RV-Campsites, multi-family with a note to see Section 7-9-21
Remove requirement of plantings between property line and fence/wall in 7-9-21
Add verbiage for finished side of fence to face adjoining property in 7-9-21

Add verbiage requiring only fence/wall permitted as buffering for MHP, RV/campsites, multi-family in 7-9-21

Mr. Rhue stated in all districts, a uniform buffer or screen is required along the side and rear lot lines between commercial and industrial uses and residential or rural agricultural districts or residential uses. Buffers, only as specified in Section 7-9-21(A)(1), are also required between proposed manufactured home parks, RV/campsites or multi-family dwellings and single-family districts or uses. Information shall be submitted to the Zoning Administrator showing details of the proposed buffer as to the location and type of buffer.

Unless specified elsewhere in this Ordinance, a buffer shall be one (1) of the following:

- (1) A six (6) foot high opaque fence/wall installed no closer than three (3) feet from the property line, with the finished side facing the adjoining parcels,
- (2) A buffer that is eight (8) feet wide shall include two (2) staggered rows of evergreen plantings, to include six (6) trees, six (6) feet in height and twenty (20) shrubs per 100 feet; or
- (3) A twenty (20) foot wide natural wooded barrier; or
- (4) A combination of a barrier and plantings as approved by the Zoning Administrator.

Article XIII provides definitions of terms within Zoning Ordinance
Definitions provide clarity and definitive concepts towards verbiage.

The recommended amendments are to provide added clarity versus creation of new verbiage.

Request is to provide definitions for “sight triangle” and “parking, commercial”.

Sight triangle is pertaining to location of items, such as signage and buffering, within the “sight triangle” formed at intersections (Section 7-9-2 alludes to 25’ from ROW lines between 2’-10’)

Parking, commercial is requested in attempts to clearly include boat and RV storage.

Definitions

Sight Triangle—on a corner lot, within the area formed by a triangle twenty-five (25) feet from the intersection of right-of-way lines, there shall be no obstruction to vision between a height of two (2) feet and a height of ten (10) feet above the average center line grade of each street. (Ref Sec 7-9-2)

Parking, Commercial—A principal use of a zoning lot with or without a parking structure for use as a place for the temporary or long-term parking of motor vehicles; to include boat and RV storage.

Section 7-3-25 contains permitted uses within all districts.

With the recent Town growth, recommendations are provided to reflect direction becoming more evident, primarily within Light Industrial District.

Industrial uses provide a lot for communities, with one of those being job creation.

More and more grants are becoming available that the Town can take advantage of should such industrial uses contribute to job creation.

It is Staff’s opinion that some listed uses within LI would not afford such options.

Permitted Use Table

Transportation, Wholesaling, and Warehousing

- “Mini-warehouse”—remove “PS” from LI to prohibit use
- “Parking lot (commercial)”—remove “S” from LI to prohibit use
- “Open storage facility”—remove “P” from LI to prohibit use
- “Warehousing”—remove “P” from LI to prohibit use
(*These could still be permitted as accessory to the principal use*)

Industrial, Manufacturing, and Heavy Repair

- “Woodworking Fabrication Plant”—add to table as “P” within LI.

Mr. Rhue said these items were discussed at the Planning Board meeting on June 27th, 2022, and they recommended approval. Mr. Rhue said they felt the consistency statement that was provided is consistent with the Land Use Plan

A motion was made by **Councilman Hines** and seconded by **Mayor Pro-Tem Hall** to go into Public Hearing. *All Agreed.*

Derek Sholar – 417 S. Hines Street asked if it is in the Industrial Park that we are worried about, would it not make sense to clarify to Industrial Park instead of changing the whole Light Industrial zoning. Mr. Sholar said he thinks it would make more sense to put a restriction on a certain area instead of changing the whole zoning.

Mayor Pro-Tem Hall said if someone has a two-acre plot in their back yard and they want to put a warehouse on it and if it was zoned light industrial, they could not at this point, but if we segregated to just industrial park. Mr. Sholar said from what he is gathering from Mr. Rhue is we are trying to put everybody in the same category as the industrial park when everyone should not be included.

Mayor Pro-Tem Hall asked Mr. Rhue how we would go about doing that and Mr. Rhue said he would have to do some researching, but it sounds like it is going to be more of an overlay or a creation of a industrial park district.

A motion was made by **Councilwoman Bragg** and seconded by **Councilman Sholar** to return to Regular Session. *All Agreed.*

Mayor Pro-Tem Hall said she appreciates the effort and the detail that was put into this. Mayor Pro-Tem Hall said she does not think we need to lump light industrial into all of that.

Councilman Hines said he appreciates Mr. Sholar bringing that to their attention because he was thinking more about the aspect of the Industrial Park, and he would like to have further investigation into this.

Mayor Wenzel said as the Industrial Park grows, it does make sense to have special use tables specifically for that area.

A motion was made by **Councilman Hines** and seconded by **Mayor Pro-Tem Hall** to approve text amendments submitted by the Town of Holly Ridge related to buffering requirements,

travel trailers, Planned Unit Developments, definitions, and the Permitted Use Table minus the Light Industrial area. *All Agreed.*

Manager Reynolds asked if this would be the appropriate time to remove the multi-family use from the commercial district? Mr. Rhue stated yes it would be.

Town Manager Report

Manager Reynolds gave the following report:

- Public Works has completed the curbs and gutters along the highway.
- The open positions that were recently approved and funds allocated for have been posted
- We have been able to get the Liberty Festival vendor applications up, so people are able to download and submit them to Town Hall.
- We have confirmed the Donald Thompson band for the Liberty Festival, and we are working on solidifying some children's activities for the upcoming festival
- The ONSLOW elected officials luncheon invitation went out to everyone
- the quote for Pavement condition survey, was received and we hope to present that next month. This will help us when we work with the engineers and consulting group to determine how best to go about repairing our streets and placing them on a rotating maintenance plan. Manager Reynolds said we also need to leverage our Powell Bill to help fund any type of debt service that the town wishes to take to make those repairs.
- There was a tree at the park that was struck by lightning, and we were able to have the tree removed and disposed of.
- We have received the proofs back for the new Liberty Festival banners and ordered six banners and we hope to have them soon so they can be placed in various locations around town.
- The project for the restrooms at Morris Landing is moving right along and Coastal Federation had requested a tree survey so they could see what type of trees were in the area. Mr. McFann was able to obtain this information. Coastal Federation would like to have a work session with staff to look at minimizing the amount of land that is cleared, minimize the land disturbance and the grading that will take place on the property. Manager Reynolds said she hopes this project will be complete by the end of the year. Manager Reynolds did file an extension on the grant that is good through March of next year.

Consent Agenda

A. Approval of the Following Minutes

- June 7th, 2022, Special Meeting
- June 14th, 2022, Regular Meeting

B. Department Head Reports

- Finance Department
- Fire Department
- Police Department
- Planning & Zoning Inspections Report
- Parks and Recreation

C. Committee Reports

- Planning Board
- Board of Adjustment
- ONWASA
- Re-Branding Committee

D. Approval of Tax Refund Report

A motion was made by *Mayor Pro-Tem Hall* and seconded by *Councilman Sholar* to approve the Consent Agenda. *All Agreed.*

Old Business

New Business

Possible Appointment of Nicholas Tripp to the Planning Board as a Member for a Term of Three Years.

A motion was made by *Councilman Hines* and seconded by *Councilman Sholar* to appoint Nicholas Tripp to the Planning Board as a Member for a Term of Three Years. *All Agreed.*

Presentation of New Town Seal Concept Designs by Scott Franko and the Re-Branding Committee.

Mr. Scott Franko stated this committee consisted of Bethany Griffin, Councilman Greg Hines, Wendy Kilgore, Melissa Cardillo, Mayor Pro-Tem Pamala Hall, Barb Austin, Ashley Watkins, Ginger Lamb, and Cecelia Parnin. The committee met for the first time in February, and they have worked every month since then. Mr. Scott Franko gave a presentation and showed the different drawings that the committee drew for the Town's new seal.

Christina Asbury stated item B looks like a hurricane and item C has a high hill and Holly Ridge does not have any land of that height.

Wendy Kilgore – 217 Everett Park Trail said she is on the committee and some of the things such as the tree were brought up from the beginning and tall pine trees are what is visible every where you look, so that is how we came up with the drawing of the pine tree instead of the holly tree. Ms. Kilgore said they were also not trying to make it look like a big hill but rather the intercoastal waterway, so we wanted some movement in the drawing as well.

Cheryl Hines said if you look back at the history of Holly Ridge, it got its name Holly Ridge because there was a ridge of holly trees that was imported out by the train. Mrs. Hines said you need to keep some holly in the drawings.

Town Council consensus was to come back to the next meeting with changes to the drawings they presented and hopefully a decision will be made at that time.

Possible Adoption of a Resolution authorizing Industrial Development Fund Application to the North Carolina Department of Commerce to include the updated amount requested.

Manager Reynolds said once we went through the motions of due diligence acquiring the property and putting out the bids for construction, the price significantly increased following the pandemic. Once we received the total cost, the team that was put together for this project, immediately went to work to identify solutions to close the gap in funding.

Manager Reynolds said the Town Council approved using \$300,000.00 of the ARP funds to help close the gap and because of the additional \$300,000.00 we were able to apply for an additional \$685,000.00 from the Industrial Development Fund. This brings the Industrial Development fund contribution to our project to \$1,300,035.00.

Manager Reynolds said to remain consistent and in line with the requirements from IDF, we are required to adopt a new resolution which is almost verbatim to the one that we did when we made application. The only difference is it includes the updated amount.

A motion was made by **Councilman Sholar** and seconded by **Councilman Hines** to adopt a Resolution authorizing Industrial Development Fund Application to the North Carolina Department of Commerce to include the updated Amount requested. **All Agreed.**

Possible Approval of Amendments to the Town of Holly Ridge Street Lighting Policy

Manager Reynolds said during the budget meetings this year, the Town Council voted and approved assuming the cost for the streetlights in Summerhouse. In doing so, that action was in violation of our written adopted policy. Before any payments are made on the streetlights it is staff's recommendation that the policy be amended to adopt the change that was made.

Manager Reynolds requested the following verbiage be added *a private gated development within the corporate limits of the town of Holly Ridge may petition the Town Council to assume responsibility of streetlighting within a private gated development. If approved with a majority vote of the Town Council the following conditions will apply:*

- *Development is under the management of an established HOA*
- *HOA is responsible for and pays for the maintenance and repairs of all streets, rights of way within the development*
- *Streets are not intended for public dedication*
- *Development is not included in a special tax district which reduces the tax rate*

Manager Reynolds said there were a couple of housekeeping amendments.

- Adding the word Duke to Progress Energy
- Change the Planning Department to Community Development
- Put a section in that references the new addition if approved which would allow the Town Council to be petitioned

A motion was made by *Councilman Hines* and seconded by *Councilman Sholar* to approve the Amendments to the Town of Holly Ridge Street lighting policy. *All Agreed.*

Possible Approval of Budget Amendment # 1 for Fiscal Year 2022-2023 for the Purpose of Increasing the Training and Travel & Expense Line Items for the Police Department and to Increase the Revenue and Expenditures to Account for the Additional Funds Recently Awarded by IDF.

Manager Reynolds stated she is going to start with the last request which is to add the IDF funds on both the revenue and expense side that's since receiving that award for that increase where we just did the resolution. We were unable to change the budget when we were making those motions and passing the budget because it was not advertised correctly for the resolution itself.

Manager Reynolds said that is one portion of this budget amendment. The second portion is following the budget workshops and the final adoption of the budget, the Town Council voted to approve the education certification incentive program for the police department which was newly adopted this year. In doing so, it was overlooked that the line items for training and the travel and expenses were not increased to reflect that change. It was an oversight on staff's part.

Manager Reynolds said if approved and line items are increased, this would give each officer approximately \$750.00 for training and approximately \$900.00 for travel and expenses for the entire year. If it is not increased the officers would have less funds to go towards the training which helps them progress throughout the education certification incentive program.

Councilman Hines asked if there could be two different motions on this? Councilman Hines said he has not been keen on doing an amendment to the budget so early in the new budget year. Councilman Hines stated we are two weeks into the new budget, and we already must make an amendment for something that should have been included before. Councilman Hines said it is too early to be doing this already. Councilman Hines said he is in favor of one, but he is not in favor of making this amendment now. Councilman Hines said he is not against the training but again it is too early to be making amendments to the budget.

Councilman Sholar asked what is in there at the present time? Manager Reynolds said in training there is \$2200.00 and in travel and expense there is \$2500.00. Manager Reynolds said that is what has historically been approved.

Councilman Hines asked where would the money come from? Manager Reynolds said the operating account.

Councilwoman Stanley asked how much money was awarded by IDF? Manager Reynolds stated \$685,000.00.

Mayor Wenzel stated \$15,100.00 is what we would be moving from the operating account into the training, travel, and expense account.

Councilman Hines asked what was the \$15,100.00 in the operating fund going to be used for? Manager Reynolds said it is unappropriated funds. Councilman Hines said what we are going to do if we need something else, another budget amendment to take care of that because there was \$15,000.00 put in there for a purpose.

Mayor Pro-Tem Hall said we approved the police program as part of their progression.

Manager Reynolds said she is not sure she understood the question. The \$15,000.00 would come out of the operating day to day account. It is not allocated anywhere in the budget

Finance Director, Chuck Strickland said the funds are not allocated and it would be a fund balance appropriation. This would come out of the general fund, and this would be on top of. Mr. Strickland said at the end of the year, we shuffle things around to cover some items that may have gone a little over, but this is not that situation. This is where we allocate all these funds, they stay the same. This does not take away from anything else. We would not have to make this up later.

Mayor Wenzel said from a planning standpoint if he was the chief, he would say we are not going to plan on that because we need to wait closer to the end of the year to see if we have the funds.

A motion was made by *Mayor Pro-Tem Hall* and seconded by *Councilwoman Bragg* to approve budget Amendment # 1 for Fiscal Year 2022-2023 for the purpose of increasing the Training and Travel & Expense Line Items for the Police Department and to Increase the Revenue and Expenditures to Account for the Additional Funds recently awarded by IDF.

Voting was as follows:

Councilman Hines – No

Mayor Pro-Tem Hall – Yes

Councilman Sholar – No

Councilwoman Stanley – Yes

Councilwoman Bragg – Yes

Motion Passes.

Possible Approval of a Contract between the Tunnel to Towers Foundation and the Town of Holly Ridge to bring the 9/11 Never Forget Mobile Museum to the Liberty Festival in September

Manager Reynolds said the Tunnel to Towers Foundation operates a 9/11 Never Forget mobile museum to pay tribute to all that lost their lives that day and from 9/11 illnesses. Manager Reynolds said because our Liberty Festival is being held in September and is so close to September 11th, staff saw this as a great opportunity to honor and pay tribute to all those lost. Manager Reynolds said this mobile unit was in Southport for their 4th of July celebration.

Manager Reynolds said to date this organization has educated over 600,000 people. They have attended 173 events and it's an 83-foot tractor trailer that expands out to an 1100 square foot exhibit. They would come here for a minimum of two days. Manager Reynolds said staff is working to contact local schools for field trips, and if we are there the day before the festival the price is significantly decreased from \$14,000 to \$7500.00.

Manager Reynolds said Mr. Strickland is also working on sponsorship program to help fund this. Manager Reynolds said we currently have \$15,000.00 in our special events line item and we could cover the cost. Manager Reynolds said staff is confident in collecting funds and we have already received \$1200.00 from Jones Onslow Electric Membership Corporation. There will be flyers going out tomorrow asking for sponsorships at different levels

Mr. Chuck Strickland said we have also reached out to Onslow County tourism as well as the Military Affairs and they are excited about potentially have this mobile unit come. The tourism has giving Mr. Strickland several options for people to contact as far as corporate sponsors they work with. Mr. Strickland said they are confident they can help us get those funds so they can reimburse us. Mr. Strickland said part of the contract states about hotel stays and the tourism will help get hotels if need be. In other parts of the contract as far as travel back and forth from where they are staying to where the unit will be set up Tunnel to Towers said that is something we would not have to do. Mr. Strickland said as far as space that is required for the unit itself, we have the space for the trailer.

Manager Reynolds said this is before the Town Council because it is above the amount that the manager can approve.

Councilman Hines said the Tunnel to Towers Foundation was created after 9/11 and is a traveling museum. They collect funds and pay off mortgages of some firefighters, emergency personnel, military personnel. Councilman Hines said this is a great organization and it is going to be a great thing for Holly Ridge to have here. Councilman Hines stated he appreciated the work Mr. Strickland had done.

Councilman Sholar said we could not have gotten them if we had had our event July 4th.

Manager Reynolds said there are six crew members needed to help set up and break down the exhibit and Councilman Hines has also volunteered to help disassemble the unit.

A motion was made by *Councilman Hines* and seconded by *Councilman Sholar* to approve a Contract between the Tunnel to Towers Foundation and the Town of Holly Ridge to bring the 9/11 Never Forget Mobile Museum to the Liberty Festival in September. *All Agreed.*

Persons Wishing to Address the Council

Mr. Ken Bradshaw said he was in New York when 9/11 happened and he is excited to have this mobile unit come to Holly Ridge.

Derek Sholar said since this is new to everyone, we need to have this on Facebook or a sponsor ad or something.

Town Council Comments

Councilwoman Bragg thanked everyone for coming out to the meeting. Councilwoman Bragg thanked Nate Rhue and the re-branding committee for all the hard work you have done.

Councilwoman Stanley thanked everyone for the great job they are doing, and she thanked everyone for coming to the meeting.

Councilman Sholar thanked everyone for coming to the meeting and the work that everyone is doing.

Councilman Hines said he missed not having fireworks on the 4th of July, but we would not have gotten this opportunity to have the Tunnel to Towers Foundation. When his wife found out about this mobile unit, she thought it was the greatest thing in the world and so does Councilman Hines. Councilman Hines said he appreciates all the work that is being done to make this festival happen. Councilman Hines said he also appreciates all the hard work the re-branding committee has done as well.

Announcements

Mayor Wenzel gave the following announcements:

- Tuesday, July 19th, 2022, Planning Board Meeting – beginning at 6:30 in the Council Chambers
- Thursday, July 21st, 2022 – ONWASA Board Meeting – beginning at 6:00 p.m. in the Jacksonville City Hall
- Tuesday, July 26th, 2022, Board of Adjustment Meeting – beginning at 6:00 p.m. in the Council Chambers
- Saturday, September 3rd, 2022, Liberty Festival – beginning at 3:00 p.m. in the Town Park
- Monday, September 5th, 2022, Town Hall Closed in observance of Labor Day

- Tuesday, September 20th, 2022, Four Town Meeting – hosted by Town of Holly Ridge

Mayor Wenzel said the RV park located behind Holland's Shelter restaurant is coming right along. Mayor Wenzel said in the Industrial Park Topsail Steamers metal frame is going up and Atlantic Seafood is getting closer to being done with their building as well. Mayor Wenzel thanked the town staff and the Town Council for their work in getting the budget passed. Mayor Wenzel thanked the police and fire departments for their work also.

Closed Session

- A. Pursuant to N.C.G.S. § 143-318.11 (a)(3) for the purposes of consulting with an attorney employed or retained by the Town to preserve the attorney-client privilege between the attorney and Town in relation to the matter of *Alexander Industries, LLC vs. The Town of Holly Ridge, North Carolina, Ewan Richards, and Lori Faircloth*

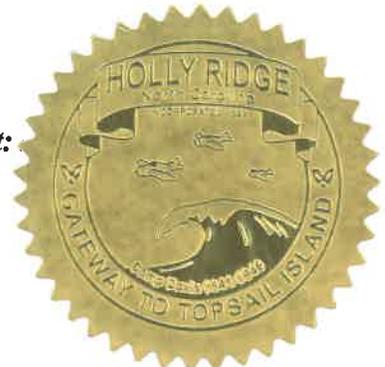
A motion was made by *Mayor Pro-Tem Hall* and seconded by *Councilwoman Bragg* to go into Closed Session. *All Agreed.*

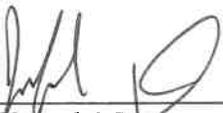
Mayor Wenzel stated after discussion no action was taken.

Adjournment

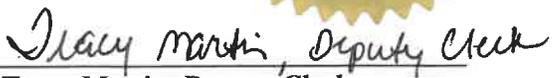
A motion was made by *Councilman Hines* and seconded by *Councilman Sholar* to adjourn at 9:15 p.m. *All Agreed.*

Attest:





Jeff Wenzel, Mayor



Tracy Martin, Deputy Clerk

These minutes were recorded and prepared by Deputy Town Clerk, Tracy Martin.