



**CITY OF SOUTHPORT
BOARD OF ALDERMEN
REGULAR MEETING AGENDA**

223 E. BAY STREET

April 10, 2025

6:00 PM

Agenda

Please turn off all cell phones

Meetings are open to the public. If you are not able to attend the Board of Aldermen meetings in person, the meeting will be available for you to watch via live-stream on the City of Southport website (<https://cityofsouthport.com/board-of-aldermen-meetings/>), Facebook page, and YouTube channel.

ETHICS STATEMENT:

"If any members know of any conflict of interest or the appearance of a conflict of interest concerning matters on the agenda, please so state at this time."

- A. Call to Order**
- B. Invocation**
- C. Pledge of Allegiance**
- D. Public Comment**
- E. Mayor and Aldermen Response to Public Comment**
- F. Approval of Agenda**
- G. Approval of the Consent Agenda**
 - 1. Arbor Day Proclamation (Pg. 3)
 - 2. Approval of a Veterans Memorial Ceremony on Ft. Johnston request (Pgs. 4-5)
 - 3. Board Policy on Live Streaming and Recording of Meetings (Pgs. 6-7)
 - 4. Minutes of the January 9, 2025 Regular Aldermen Meeting (Pgs. 8-32)
- H. Special Recognition**
 - 1. Friends of Franklin Bronze Plaque Presentation
- I. Agenda**
 - 1. Southport Fire District Fees/Tax (Fire Chief Charles Drew)
 - 2. Old City Hall/Courthouse (City Manager Noah Saldo Pgs. 33-48)
 - 3. Legislative Update (Planning Services Director Maureen Meehan and City Attorney Brady Herman)
 - 4. Water in Northwood Cemetery (Aldermen Spencer and Public Works Director Tom Stanley)

J. Committee Reports

1. ABC Board (Pgs. 49-50)
2. Parks and Recreation Committee (51-61)

K. Manager's Report

L. Mayor's Comments

M. Staff Reports

1. Development Services (Pgs. 62-64)

N. Board Comments

O. Closed Session NCGS 143-318.11

1. Motion to go into closed session pursuant to NCGS 143-318.11
 - (3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged.
 - (5) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract.

P. Adjourn



CITY OF SOUTHPORT BOARD OF ALDERMEN ARBOR DAY PROCLAMATION



WHEREAS, Arbor Day is a time-honored tradition that celebrates the vital role trees play in sustaining a healthy environment and enriching the quality of life in our communities; and

WHEREAS, the City of Southport recognizes that planting and caring for trees is a shared civic duty and a powerful investment in our collective future; and

WHEREAS, the preservation of Southport's tree canopy would not be possible without the dedication of countless volunteers and city staff, who plant, prune, and protect our trees; and

WHEREAS, Arbor Day calls us to pause and appreciate nature's architects — trees that filter our air, calm our spirits, and root our city in resilience and beauty; and

WHEREAS, Arbor Day gives our city the opportunity to honor the trees that help protect our coast, cool our summers, and contribute to the peaceful beauty that defines Southport; and

WHEREAS, Southport's history is written not only in books and buildings, but in the branches and roots of trees that have stood through generations of change and growth; and

WHEREAS, Arbor Day serves as a reminder that each citizen can play a role in protecting and enhancing Southport's urban forest;

WHEREAS, the City of Southport has been recognized as a Tree City USA for many consecutive years.

NOW, THEREFORE, I, Rich Alt, Mayor of the City of Southport, NC, and the Board of Aldermen, do hereby proclaim April 25th, 2025, as ARBOR DAY in Southport and urge all residents to celebrate and support efforts to protect our trees and woodlands.

This 10th day of April 2025.

X

Rich Alt
Mayor

X

Tori Deviney
Deputy City Clerk



BOARD OF ALDERMEN

AGENDA ITEM SUMMARY

DATE: 4/4/2025 DEPARTMENT: Parks and Recreation

PRESENTED BY: Heather Hemphill, Parks and Recreation Director

ITEM SPONSORED BY: Parks and Recreation/Community Relations

ITEM/TOPIC: Veterans Memorial Reef, a non-profit organization based in Carolina Beach, is requesting to hold a formal ceremony honoring fallen US Armed Veterans on May 17th on the Garrison lawn. This would include military honors such as flag presentations and playing of Taps.

COST: N/A BUDGET LINE ITEM: N/A

JUSTIFICATION: see attachment

IMPACT IF NOT APPROVED: Ceremony will not be held in Southport

DEPARTMENT HEAD COMMENTS: The Parks and Recreation Director supports this request.

the history around the Ft. Johnston property is steeped in military history as is the City of Southport .
Per regulations, any use that is not sponsored by the city must be approved by the BOA

CITY MANAGER COMMENTS: _____

ATTACHMENTS: _____

REQUESTED ACTION: Requesting this item be placed on the consent agenda and approved by the BOA for requested use of the Garrison Lawn on May 17,2025.

PROPOSED MOTION: Recommend that the BOA approve this request by the Veterans Memorail Reef Organization to hold a formal ceremony honoring fallen US Armed Forces veterans on the Garrison Lawn on May 17, 2025. Total length of time on site would be 7:00am - 10:00am.

Justification:

Veterans Memorial Reef is a non-profit organization based in Carolina Beach, North Carolina, dedicated to honoring fallen U.S. Armed Forces veterans by creating unique aquatic memorials. The organization interns the cremated remains of veterans within specially crafted concrete memorial markers, which are then placed on the seafloor to form artificial reefs. This initiative not only commemorates the service of veterans but also contributes to the preservation and enhancement of marine ecosystems off the coasts of Carolina and Wrightsville Beach.

The commemoration process spans three days:

Memorializing: Family members transfer the veteran's ashes into an aquatic urn, which is then incorporated into the memorial marker. They are encouraged to personalize the marker with inscriptions or mementos.

Ceremony: A formal ceremony is held, potentially including military honors such as flag presentations and the playing of "Taps," to recognize the veteran's service.

Dedication: The memorial markers are transported to the designated reef site and placed on the ocean floor, with family members present to witness and participate in the final tribute.

The organization's mission encompasses recognizing and commemorating veterans' service, educating the public about military history and marine ecosystems, and rehabilitating ocean reef habitats through the integration of artificial memorial markers.

This year, the group would like to use the lawn of Fort Johnston for the ceremony.

The date would be May 17th, from 7a (load in) 10a (ceremony) 1p (packed up and gone).



Resolution #25-0410.01

**A RESOLUTION OF THE SOUTHPORT BOARD OF ALDERMEN AS TO THE
RECORDING AND BROADCASTING OF CITY MEETINGS**

WITNESSETH:

WHEREAS, the Southport Board of Aldermen and Planning Board are both a public body subject to North Carolina's Open Meetings law (NCGS Chapter 143, Article 33C); and

WHEREAS, it is the public policy of North Carolina and of Southport that the hearings, deliberations, and actions of the Board of Aldermen and its committees be conducted openly. Except as otherwise provided and in accordance with applicable law, each official meeting of the Board of Aldermen and the other City Boards and Committees are open to the public and any person is entitled to attend such meetings; and

WHEREAS, pursuant to NCGS §143-318.14, the broadcasting or recording of meetings by any radio or television station is allowed for all or any part of a meeting required to be open. Any person may photograph, film, tape-record, or otherwise reproduce any part of a meeting required to be open; and

WHEREAS, although the North Carolina open meetings law does not require the City to broadcast or record its meetings, the Board of Aldermen and Planning Board has broadcasted and recorded its meetings in the past and continues to desire to provide access for the public to view all meetings in person, through on-line live streaming and via recordings which are later available to view on demand; and

WHEREAS, the City will continue, to the greatest extent possible given the availability of appropriate technology resources and subject to unforeseeable technological or other limitations, to provide government transparency in order to better accommodate the interests of the public in matters before the Board of Aldermen and Planning Board and to establish a method by which interested members of the public may have access to all public meetings in-person, virtually or by recordings available on demand;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE
CITY OF SOUTHPORT:**

1. All meetings of the Board of Aldermen and Planning Board, Regular, Special, or Emergency, where a quorum of either Board is assembled for deliberations, and the conducting of business shall always be live-streamed and recorded.
2. The City Manager shall have the discretion to waive the requirements set forth in this resolution should there be any issues relating to staff availability or the cooperation of the live streaming and recording technological devices.

Adopted this 10th day of April 2025.

X

Rich Alt
Mayor

X

Tori Deviney
Deputy City Clerk

January 9, 2025
REGULAR MEETING MINUTES

CITY OF SOUTHPORT
BOARD OF ALDERMEN
REGULAR MEETING
223 E. BAY STREET
6:00P.M.

PRESENT: Mayor Richard Alt
Mayor Pro-Tern Rebecca Kelley
Aldermen Marc Spencer, Robert Carroll, Frank Lai, Lowe Davis, Karen Mosteller

STAFF: Stuart Turille, City Manager
Noah Saldo, City Clerk
Brady Herman, City Attorney
Charles Drew, Fire Chief
Ralph Treadway, Fire Battalion Chief
Maureen Meehan, Planning Services Director
Todd Coring, Police Chief
ChyAnn Ketchum, Public Information Officer
Larry Ditton, Energy Manager

A. Call to Order

Mayor Alt called the meeting to order at 6:00 PM.

B. Invocation

Mr. Donnie Joyner gave the invocation.

C. Pledge of Allegiance

Mayor Alt led the assemblage in the Pledge of Allegiance.

D. Remembrance of Former President Jimmy Carter

Mayor Alt introduced Mr. Howie Franklin, Director of the Cape Fear Regional Jetport.

Mr. Franklin addressed the Board and audience and spoke affectionately about his time as Chief Stewart on Air Force One for five Presidents and his experiences with President Carter. He spoke highly of President Carter as being calm, collected, soft spoken, a teacher, an engineer, a common sense gentleman and a great negotiator.

Mr. Franklin recalled the New Year's Day 1990 southern style dinner served on Air Force One of

ham, collard greens, black eyes peas and cornbread. He told of a moment he would never forget aboard the back up Air Force One aircraft with a delegation sent by President Reagan to the funeral of King Hussein of Jordan; Richard Nixon, President Ford, President Carter, Mrs. Carter, and Henry Kissinger. He told a humorous bathroom incident involving President Carter, President Ford, Henry Kissinger and Richard Nixon.

Mr. Franklin shared that during his service to five Presidents on Air Force One he had personally witnessed each of them reading the Bible.

E. Public Comment

Mr. Rick Jones, 828 Cades Trail, thanked the Board for consideration of a rezoning amendment regarding the gating of Cades Cove subdivision. He stated his opinion that the situation is unique and should not set a precedent that leads to a cascading of gating requests. He believes sensible standards can be created to limit such requests to residential developments receiving out of the ordinary cut through traffic. He spoke of the talented volunteer and professional residents committed to serving the City of Southport. He pointed out that a recent letter had been sent to the City Clerk asking that if anyone saw fit to put forth a motion accepting the amendment that specific conditions be included:

- Guarantee to open the gate or gates in the event of any weather emergency.
- Gate will remain open during the 4th of July high traffic event.
- In the event of an emergency situation on Robert Ruark Drive that cuts off the street from Cades Trail to Howe Street, the HOA will work with first responders to keep gates open and traffic flowing until such time passage is restored.
- HOA will work on technology solutions to allow emergency workers to open the gate(s) themselves.

Mr. Craig Blanks, General Manager of the Frying Pan Restaurant, and property owner of 102 S. Caswell Avenue, spoke to the Board about the proposed Parking Overlay in the Yacht Basin. He pointed out that there are three (3), not four (4) as reported, residential lots to be affected by the overlay; 309 W. Moore Street, 102 S. Caswell Avenue, and the corner of West Bay Street and Caswell Avenue. He recalled the last conversation with Joe Pat Hatem, Interim City Manager Bonnie Therrian, Paul and Marie Swenson, Jim and Bridget Chirico, Shorty and himself when Mr. Hatem stated, "If it ain't broke, don't fix it." Mr. Blanks stated that each property owner indicated they would not spend an estimated \$50,000 per lot to build berms and landscaping. Mr. Blanks indicated that he had purchased the "Yoga" lot within the past year, had removed the chain, opened for parking and spent approximately \$30,000 bordering and graveling the lot. He added that he did not restrict parking and had closed his lots for the annual Wooden Boat Show and other city functions. He noted that Messrs. Swenson and Chirico did not restrict parking. Mr. Blanks indicated that he, Mr. Swenson and Mr. Chirico are willing to border and gravel their respective parking lots but currently there is no #57 stone available. Mr. Blanks pointed out that a building permit for a five (5) bedroom house at 102 S. Caswell Avenue could be obtained as a use by rights. Additionally, he stated that 102 S. Caswell Avenue had previously been offered to City Manager Bruce Oakley for a \$1 annual lease for public parking.

Responding to a question by Alderman Carroll, Mr. Blanks indicated that Mr. Swenson has a parking lot that is zoned commercial and is not included in the discussion. Alderman Davis noted that parking is allowed in commercial zoning.

David Mchattie, 205 E. West Street, spoke about Franklin Square Park. He suggested any changes to the park be kept simple and natural. He recommended fixing the stage, turning the old pump into a fountain, leaving parking spaces for golf carts, keep the live music events, and reopening the park for Winterfest. He talked about the current bright lighting and suggested glass be installed in the fixtures. He stated appreciation for the flood light being turned off. Mr. Mchattie spoke about the bright lights being installed around the City and specifically a replaced street light at the corner of W. West Street and College Street that in his opinion is "insanely" bright. Emphasizing the Board is trying to address the lighting issue, Mayor Alt stated the Ad Hoc Lighting Committee consisting of Alderman Mosteller, Davis, and Carroll had been reinstituted.

Ms. Christine Wright, 211 N. Lord Street stated support of the Parks & Recreation Committee's Franklin Square Park recommendation on the agenda for consideration by the Board of Aldermen. She pointed out that the Committee and City staff had spent countless hours surveying, listening to public comments, doing their due diligence and a great job of compromise. She stated her hope that the Aldermen will consider the recommendation and proceed with getting the park open.

Mr. Michael Proctor, 312 N. Atlantic Avenue, a 60 year resident and owner of a 3rd generation 100 year old wholesale nursery and past president of North Carolina Nurseryman's Association and a board member of the North Carolina Landscape Contractor's Registration Board, spoke to the Board. He stated his primary focus of discussion regarding Franklin Square Park was the City of Southport periodically stripping all the organic material from the ground in the park. He stated the organic material is vitally important to the health of any tree and if, in the future, the City continually strips all the organic material out of the area, they're going to continue to have problems with the trees. Noting that the soils in this area are sand, Mr. Proctor pointed out that to have a lush green and grassy park is unnatural to this environment and it would cost a fortune to institute it. He added that keeping the park lush and green would be a continual expense into the future.

City Clerk Saldo read the following emailed comments into the record:

From Betsy Johnston; *"Tonight I'm writing in regards to Franklin Square Park. Based on the arborist reports and the facts that the park has been deemed to have the ability to stand up to 30 to 40 events per year, I feel that Franklin Park is the most central and appropriate location for the Summer Market, concerts and other events. As in the past years, let's continue to hold the events there that are so enjoyed by our community while responsibly managing and maintaining the beauty and health of the park. It seems clear that both goals can be achieved. Thank you for your attention and consideration of this issue."*

From Chris and Tina Clark; *"We are writing to you in regards to Franklin Square Park. Walking through the park recently we stopped to read the engraved historical marker placed there and it reads in part that this site for this public park was given to the town of Smithville which was named in*

honor of Governor Benjamin Smith. His legacy provides that the land in this Square shall be used for educational, fraternal, religious and recreational purposes. Thanks to this deal, the citizens of Southport have enjoyed many community events and celebrations in Franklin Square Park since the governor's donation of this beautiful piece of land many years ago. We enjoy the park and greatly appreciate the concerns and effort to protect and preserve it. The City of Southport made a financial commitment by hiring an arborist and a park consultant to evaluate the health of the trees and make recommendations regarding the best use of the park. We have attended several of Dr. Hirstein's park meetings and after reading his report and also the arborist report, we agree with Dr. Hirstein's conclusion presented in his September 11, 2024 report that over the course of a 12-month period there will only need to be 30 to 40 organized events conducted in the park, a number which the park can successfully manage, with proper maintenance and diligent management. We hope you will vote to accept the carefully considered recommendation of the Parks and Recreation Board regarding the future use of Franklin Square Park. "

F. Board Comments

Mayor Alt stated that items F. and G. were added to the agenda to provide Aldermen with an opportunity to comment about what was heard in public comment. He pointed out that otherwise people see the Board sitting stone faced, not replying, and people walk out thinking the Board is not listening and not caring. He stated the Board does listen and does care.

Alderman Davis reported that a committee meeting will be held Wednesday, January 15 at the Indian Trail Meeting Hall to look at all street lighting options. She assured the public that the Board has seen the offensive lights and are working on a solution.

Alderman Kelley spoke about the Yacht Basin parking. She stated that if the three owners are in agreement of what needs to happen, then the Board should move quickly to get the situation taken care of.

Alderman Spencer stated appreciation for Mr. Proctor speaking to the Board regarding the Franklin Square Park trees' health and maintaining the park in a simple and natural condition. He emphasized his support for the costs to be incurred to properly maintain the park.

Stating it was refreshing to hear someone say "*leave the mulch*" on the ground, Aldermen Lai spoke about a recent meeting he had with Amy Mead of the North Carolina State Extension Service, who said the same thing.

Referring to Alderman Kelley's comments, Alderman Mosteller suggested an overlay text amendment be put on the Planning Board's next agenda. Planning Director Meehan indicated the topic was already scheduled.

Mayor Alt thanked Mr. Banks for speaking and sharing the agreement reached by the property owners of the Yacht Basin to resolve parking issues. Mayor Alt pointed out that putting down stone would be best accomplished in the Winter when the businesses are closed.

G. Mayor's Comments

Mayor Alt spoke about placing historical signs in the Yacht Basin.

Mayor Alt reported that a temporary air conditioning system for the Old City Hall structure, 201 E. Moore Street, had been obtained for a one time charge of \$33,000 instead of the estimated \$98,000 annually. He pointed out that the air conditioning units could later be moved to different city buildings in need of upgraded air condition systems.

H. Approval of Agenda

Alderman Mosteller made a motion to remove from the agenda Item 5, Review of Southport Street Lighting Policy and Resident's Concerns, seconded by Alderman Davis. **Unanimous Vote; Motion Carried.**

Mayor Alt read the Ethics Statement:

"If any members know of any conflict of interest or the appearance of a conflict of interest concerning matters on the agenda, please so state at this time"

No conflicts stated.

Alderman Mosteller made a motion to approve the agenda as amended, seconded by Alderman Carroll. **Unanimous Vote; Motion Carried.**

I. Approval of Consent Agenda

Alderman Mosteller made a motion to approve the following consent agenda items as presented, seconded by Alderman Carroll. **Unanimous Vote; Motion Carried.**

1. Minutes of December 2, 2024 Regular Aldermen Meeting
2. Old City Hall/Courthouse HVAC

J. Agenda

1. Cape Fear Regional Jetport Update

Board of Alderman Airport Commission Liaison, Mr. Fred "Flick" Guerrina addressed the Board. He stated he was an Air Force pilot, flew all sizes of aircraft, went to Vietnam, has civil engineering experience and moved to Southport 20 years ago. He noted that he replaced Mr. Owen Garner, another Air Force pilot, on the Commission and he spoke about the creation of the Commission by the State Legislature. Mr. Guerrina spoke highly of Mr. Franklin's management of the airport and the airport improvements Mr. Franklin has facilitated during his tenure.

Mr. Franklin reported on the airport's financial well being and contributions to the area.

- He came to the area 31 years ago.
- The airport is an independent municipality.
- 30 years ago the North Carolina State University did an economic impact study for the airport which was \$40,000 annually with a budget of \$775,000.
- Current budget is \$1.6 million
- The economic impact in 2021 was \$280 million
- The economic impact in 2023 was \$380 million
- Current economic impact is \$557 million resulting in \$35 million tax dollars for the County and surrounding communities.

Mr. Franklin spoke about a gentleman who recently flew into the airport in an \$83 million jet and that manages an \$800 billion company. Mr. Franklin noted that the airport provides public service in the event of emergencies and after Hurricane Helene over 200 airplanes with goods and services were sent to western North Carolina. Mr. Franklin shared a recent incident of a young boy hitting his head on a piling while tubing on the Intracoastal Waterway and his life saved after being airlifted to Duke. Mr. Franklin stated the airport is also used by NC Wildlife personnel and the military for training exercises. Mr. Franklin spoke highly of the Airport Commission Chair Mr. Willie Gore, Southport native and full Colonel 82nd Airborne. Mr. Franklin reported about a soon to be published press release which will highlight the airport's number 4 placement out of 62 airports in the State. He talked about the efforts to get an executive business jet based at the airport which would result in the same tax value as 30 front row houses. Mr. Franklin invited all to visit the airport.

2. Rezoning and PUD Modification for Cade Cove Subdivision

Planning Services Director Maureen Meehan outlined the request submitted by the Cades Cove Subdivision Home Owners Association (HOA) for a rezoning and modification of their planned unit development to dedicate the streets as private and add a gate to their entrance and exit off Robert Ruark Drive. She indicated that a Public Hearing was held December 12, 2024 along with Board questions and discussions with applicant and staff. She noted that the streets are currently classified as public vehicular areas, traffic enforcement is allowed but limited, and the subdivision is fully covered with Police, Fire and EMS protection with or without a gate.

Director Meehan gave a brief summary of the proposal.

- The proposal is inconsistent with the CAMA Core Land Use Plan and the Unified Development Ordinance (UDO).
- A gate would cut off interconnectivity within the neighborhood.
- The Planning Board has recommended denial of the rezoning and master plan development modification.

Responding to a query by Alderman Davis, Director Meehan, stated the applicants had provided a plan for access of emergency service vehicles via siren initiated gate openings.

Alderman Davis pointed out there are easy biking and walking access to the subdivision.

She shared her view that the City has been unfair to the residents by requiring the residents of Cades Cove to take care of the roads and drainage while every car that goes over those roads causes damage. She indicated there are two issues: 1. allow the gate and they continue to maintain the roads at their own expense, 2. No gate and the City takes over the roads. She stated her opinion that the City cannot afford to take over the roads and it is unfair to force them to put up with the hardships they described and the massive amount of traffic.

Alderman Mosteller expressed her appreciation for the work the Cades Cove Community has put into trying to solve the issues with infrastructure and their 2018 \$400,000 commitment to resolve the issues. She pointed out that in 2018 there were discussions with the City Manager and City Planner but no action was taken at that time to accept streets Majesty's Court, Lord Thomas and N. Caswell Court. She emphasized it was incumbent on the City to work out a plan with the HOA to accept the streets. Alderman Mosteller stated that the reasoning offered by the HOA to gate the community states that the Cades Cove HOA would like to remain an active part of the Southport community and cut-through traffic has posed a pedestrian safety concern for the members of their community.

I certainly understand that concern... pedestrian safety is a city-wide concern. All over town, more people walk in the road than use the sidewalks." She referenced the Unified Development Ordinance (UDO) Article 48 B. 3. that *recognizes the importance of street interconnectivity to protect the public health safety and welfare, to ensure that streets will function in an interdependent manner to provide adequate access for emergency and service vehicles, to enhance non-vehicular traffic and to provide continuous and comprehensive traffic routing, street layout within a subdivision shall be coordinated with the existing street system.*

Alderman Mosteller briefly spoke about the increased use of bicycles and golf carts throughout Southport.

Alderman Kelley spoke about the inordinate cost to bring the Cades Cove subdivision streets up to City standards.

Alderman Mosteller made a motion to *"accept the Planning Board's recommendation, to deny the PUD map amendment and master development plan as presented and approve the consistency statement for denying the amendment and ask the Cades Cove HOA to consider submitting a formal request for the streets to be accepted additionally upon receipt of a request for the streets to be accepted that the City will schedule and fund a CCTV stormwater system review and the City engineer will inspect the streets to determine if they are constructed to the minimum City standards, review of the streets should include an evaluation of the street lights for future acceptance as well"* Alderman Carroll seconded the motion.

Alderman Davis recalled the Public Services Director talking to the Board about why Cades Cove streets are not city streets and a general idea about the cost to bring the streets up to standards. She questioned if acceptance of the streets is even something the City can afford to

consider with it's current budget. She reiterated her concerns about fairness and she spoke about the City's obligations to the taxpayers.

Alderman Kelley agreed there are two options at this time; have a plan to move forward towards acceptance of the streets or allow for Cades Cove to gate themselves. She spoke about the upcoming large Indigo Phase 2 development that will impact the area. She suggested tabling the agenda item until the cost of street upgrades could be determined.

Alderman Carroll pointed out that the Indigo development will have connectivity, will not be gated and he speculated the development will have the same traffic issues that Cades Cove is experiencing. A map of the development was displayed. Expressing his appreciation towards Cades Cove, Alderman Carroll stated his opinion the Board strives to be fair and do its due diligence.

Mayor Alt stated that Attorney Herman has a document from another development requesting discussions about their private roads and traffic concerns. He stated the City has culpability to this issue because, for the past sixteen years, the ordinance was not changed to require the streets built to city standards prior to selling lots. Along with discussing budget constraints, Mayor Alt stated his support for the gate and Alderman Kelley's suggestion of tabling a vote until such time as a cost to upgrade the streets is obtained.

Alderman Carroll emphasized that the Cades Cove Subdivision was approved with the intention of the City accepting the streets. Noting that increased traffic all over the city is being forced into places people don't want traffic to be, Alderman Carroll spoke about the residents on public streets Stewart and Fadale Avenues, deserving protection.

Addressing the Board from the podium, Mr. Jones stated that twenty years ago the initial developer and subsequent developers dedicated the streets as public right of ways. He noted that in the twenty years since, the City did nothing to facilitate a transaction. Additionally, he pointed out the dedication of the streets to the City was for a 15-year term of which four of nine dedications have expired and dedication cannot be tried without the HOA concurrence. Noting the attention major arteries such as Rob Gandy Boulevard, Jabbertown Road, Robert Ruark Drive and Howe Street have had, Mr. Jones asked the Board to address the traffic volumes and safety concerns of residentially designed streets as well for the exodus of people from the city.

Alderman Carroll asked Mr. Jones how the City threw more traffic into Cades Cove. Mr. Jones referenced the approvals of additional subdivisions in the area; Osprey Landing, and Brunswick County approvals of Indigo Plantation Phase II and fifteen houses in Harper Acres directly across from Southport Way. Mr. Jones spoke about the flooding of the area during severe storms resulting in washed out roads of the two ways in and out of the city. Alderman Carroll pointed out that Indigo and Osprey were vacant when Cades Cove was developed. Mr. Jones stated that when he and many others bought their homes, the developer (Cardinal Builders) told them the area of Indigo was environmental wetlands and would never be built on.

Mayor Alt pointed out that those cutting through are typically trying to save time, are speeding and do not stop at stop signs and unless the Police can charge them with reckless driving or DWI, tickets cannot be written. Alderman Mosteller agreed and stated if the streets were city streets, there would be full traffic enforcement.

Mayor Alt recommended following Alderman Kelley's suggestion to table the item, determine the cost to the city to accept the streets. Alderman Kelley noted that a precedent would be set if the city paid to bring the streets up to standards and accepted them then two other neighborhoods would want the city to do the same for their development. Alderman Mosteller pointed out that the Cades Cove HOA have had a huge amount of work done on the streets. Mayor Alt speculated that the answer to the cost to bring the streets up to standards should be obtainable by the Board's February meeting. Noting that the HOA had already spent over \$300,000 to repair a section of the storm water system, Mr. Jones stated the HOA had been told by the City that they would have to pay to have a CCTV inspection of the entire storm water system. Mayor Alt stated that another development is in a similar situation with their storm water system. Mr. Jones asked what size of bond new developers should be posting and what requirements are in place to inspect the storm water system 20 years in the future. Alderman Mosteller stated that the UDO was updated in 2020 addressing the storm water concerns. Alderman Kelley concurred and pointed out that performance bonds are no longer required; all infrastructure has to be installed prior to final plat.

Alderman Davis spoke to the issue of connectivity, allowing access for people on bicycles, golf carts, etc. but not for vehicles. She noted that the plan proposed by the HOA provides emergency access through a gate and access during a disaster. She questioned why the discussion of spending money that the city does not have just for the ideal of vehicular connectivity. Alderman Mosteller emphasized that the idea of connectivity is healthy community and has real planning purpose, is in the UDO and valued by the Board. She volunteered to reframe her motion and table the item. Attorney Brady advised that there is no limit on how long things can be tabled.

Alderman Mosteller changed her motion; *"we would table the decision regarding the PUD map amendment and the master plan development plan as presented."*

City Manager Turille indicated that the city had met with Mr. Jones, staff and engineering staff to explain the steps for acceptance of the street. He stated there is a very clear outline of steps including CCTV work to show the status of the stormwater and further steps to confirm the streets meet city standards. He stated the city does not pay for the CCTV work.

Alderman Mosteller reframed her original motion to include; *"a request for the streets to be accepted, the city would schedule and fund a CCTV stormwater review and the city engineer will inspect the streets to determine if they're constructed to minimum City standards and review of the streets should include an evaluation also of the street lights."* Alderman Carroll seconded the motion.

Discussion

Mr. Carroll asked the Planning Director why the Board was having the conversation for accepting the streets when the development had not requested acceptance. Director Meehan indicated a previous request had been made. Mr. Jones concurred and stated that in 2018, when Bruce Oakley was the City Manager and Thomas Lloyd the City Planner, a file search request was submitted and it was found that at that time the streets wouldn't be accepted until the streets were brought up to DOT standards. He added that since that time (six years and four city managers) the HOA has been tracking the expiration of the dedications of the streets by the original developer. He continued; *"The current Cades Cove community overwhelmingly says the streets are no longer available to the city and the HOA is here trying to help the city and willing to be a case history and change what best practices are. We're not offering the streets and four of the nine have already expired."* Mr. Jones pointed out that the Article of Incorporation for the subdivision had been amended to allow the addition of streets as common property that in turn allows the board of directors to make assessments for the maintenance. He noted that a September 22 vote by the residents was 83 affirmative responses, seven (7) negative responses to the revised Articles of Incorporation and assessments.

Alderman Carroll expressed his confusion. Director Meehan explained the process of accepting subdivision streets; *"When the subdivision preliminary plat is approved, the developer and the community will come and say we want private streets or we want public streets with the understanding that once all of the infrastructure has been installed and up to standards, they would come to the city and request for the city to take over the roads."*

Alderman Davis emphasized that four of the nine streets have already been designated as private and the HOA has been clear they are not going to ask that the streets be made public. Alderman Kelley asked when the additional street dedications expire. Mr. Jones indicated that one expires in 2026, three in 2028 and the last one in 2029.

Alderman Lai pointed out that the developers of Cades Cove *"did a number on you guys, twice."* He acknowledged the HOA had spent a tremendous amount of money trying to rectify the situation and agreed with Alderman Kelley that a cost to upgrade the streets needs to be obtained so a decision can be made that is fair to the people of Cades Cove and fair to the people who are in Southport now and who are coming here.

Alderman Carroll asked if the community would entertain two gates. Mr. Jones responded that at the Planning Board meeting, the HOA said it would consider two gates; however, the HOA felt that two gates would work against connectivity. He added that this PUD submittal process is currently at 15 months. He added that the community came to the city with what they believe is a win-win solution. He spoke about the residents being 100% full paying city taxpayers. Responding to a question from Alderman Carroll, Mr. Jones responded that the residents of Smithville Woods would become acclimated to Cades Cove no longer being a pass through. Alderman Kelley speculated on offering paid passes. Mr. Jones shared an opinion of former City Planner, Travis Henley, who said *every development in Southport should look like Cades Cove*. Mr. Jones stated; *"this perpetual behavior is only going to work to denigrate one*

of your nicer neighborhoods, like ours, who bear the brunt of a lot of it (traffic), not all of it but quite a bit. "

Alderman Carroll questioned if there should be a conversation about two (2) gates. Alderman Davis stated her understanding that the community welcomed people coming into the subdivision while denying a thoroughfare to Robert Ruark Avenue. Alderman Kelley added that signage had been installed indicating no through traffic. Mr. Jones stated people ignore the signage. He added that a two gate offer was made by the community if it meant getting a yes from the Board of Aldermen. He spoke about the behavior of motorists towards the residents, the safety risks and wear and tear on the streets. He indicated that the community did not like the second gate option because it cuts down the connectivity, people can come and go around the pond and look at the neighborhood, get building ideas.

Alderman Lai asked why a gate is proposed on Robert Ruark Avenue and not on Caswell Avenue. Mr. Jones responded that the community owns the access on Robert Ruark. He added that a request was made to their attorney to find a comparison to the situation of two-time developer abandonment and the attorney could not find one. He reiterated that many case histories could be presented about peoples behavior.

Stressing the point of safety, Alderman Carroll shared his opinion that gating the community on two ends is the only solution, otherwise people are still coming in and if they get to that next gate they're going to be mad and speeding out of the community faster than they went in. Alderman Davis stated the issue could be simplified by the Board voting to allow them to gate their roads one way and if they find out it creates an even greater problem, they have the okey to put in a second gate.

Clerk Saldo read Alderman Mosteller's motion;

"Table the decision regarding the PUD map amendment and the Master Plan Development plan as presented and ask the Cades Cover HOA to consider submitting a formal request for the streets to be accepted, additionally upon receipt of a request for the streets to be accepted, that the City will schedule and fund a CCTV stormwater system review and the City Engineer will inspect the streets to determine if they are constructed to the minimum city standards, review of the streets should include an evaluation of the street lights for future acceptance as well. " Alderman Carroll seconded the motion.

Alderman Kelley pointed out that Mr. Jones made it clear the community is not going to request street dedication. Responding to a query by Alderman Mosteller regarding the expiration of the streets for dedication, Director Meehan stated; "There has been a discussion on this on more than one occasion and it is our legal council's opinion that the expiration of the dedication alone does not negate the dedication of public roads." Attorney Herman concurred and he noted that the original PUD was approved without a gate. He stated his understanding that if the dedication statute is followed, offers of dedication do not expire just by a lapse of time. He pointed out that the applicant's attorney was not present. Mayor Alt indicated attorney discussions would be for another time.

Emphasizing the community has spent \$10,000 for the zoning application and engineering fees, Mr. Jones stated that the requested PUD amendment was to change one word, the street listing from "public" right of way to "private."

Alderman Carroll pointed out there was a motion to table which includes the City funding a CCTV stormwater system review. Clerk Saldo advised that a budget amendment would be required to allow the city to do the CCTV work. Alderman Carroll added that there needed to be communication between the city's attorney and the applicant's attorney for the Board to better understand the street expiration issue.

Alderman Kelley speculated that if the attorneys conclude that the expiration of the dedication does mean they have, by right, private roads then all the Board needs to consider is approval of the "public to private" word change. Alderman Davis suggested withdrawing the motion and making a new motion to direct the city attorney to consult with the Cades Cove attorney and report back to the Board at the next public meeting. Referencing Robert's Rules, Mayor Alt stated the other option would be if the person making the motion with a second, wants a vote they can do that. Alderman Mosteller amended her motion to include the following:

*"instruct the city attorney to conference with the applicant's attorney regarding the expired street dedications and depending on that outcome, "
"include a budget amendment to fund the CCTV stormwater system review"*

Pointing out the confusion among the Board, Attorney Herman recommended putting the discussion of the street dedications aside. He asked Mr. Jones to state what else is included in the proposed amendment. Mr. Jones responded that the plat plan shows a gate at Robert Ruark Avenue, a pencil line through Lord Thomas for future interest of putting up a gate, and bollards at the end of Cades Trail. Alderman Davis asked if the motion could be withdrawn and a simpler motion be made. Alderman Kelley reiterated the City Manager's comments that there are other neighborhoods that would like to have a CCTV stormwater system review and she cautioned setting a precedent.

Mayor Alt called for a vote on the motion.

Ayes: Aldermen Mosteller, Carroll, Lai

Nay: Aldermen Davis, Spencer, Kelley

Nay: Mayor Alt

Motion Failed 4-3

Alderman Kelley made a motion to instruct the City Attorney to contact the Cades Cove attorney to determine what the legality is of the expired dedications, seconded by Alderman Carroll. **Unanimous Vote; Motion Carried.**

RECESS: 9:20 - 9:30 pm

3. Franklin Square Park

Ms. Emma Thomas, Chair of the Southport Parks and Recreation Advisory Committee addressed the Board. She indicated the Committee was tasked by the Board of Alderman to review and make recommendation based on the Franklin Square Park operational report provided by consultant Dr. Jim Hirstein. She stated the Committee created a list of recommendations that were provided to the Board in their Agenda Packet, Page 53. She indicated the Committee focused on a plan to open the park fully for the citizens to enjoy and to develop and overall maintenance care plan. She referenced an attachment to the agenda for the care of Franklin Square Park, pages 115 through 224, specifically option three (3) and recommendations received from Bartley Tree Experts.

Ms. Thomas stated the Committee recommends for the 2024/2025 fiscal year:

- Staff to inspect and repair the stage, it to remain in its current location
- Open the park for the community to enjoy activities to include, but not limited to:
 - live concerts, movies, elementary school graduations, weddings, Easter egg hunts, Christmas tree lighting, Christmas caroling, elementary school plays, recitals, farmers market, religious services, dance recitals and other activities to be announced by the Parks and Recreation Department.
- Vehicles be limited to maintenance and emergency service vehicles
- No staking of tie lines be used, only sandbags where permitted or where there is a need to establish handicap park and/or golf cart parking at the roped fenced area on E. West Street
- The SpringFest market and Winterfest market will be reviewed and planned in conjunction with an establishment of an ongoing maintenance plan.

Ms. Thomas further spoke about the pathways and a maintenance schedule to be established to maintain the integrity of the park following recommendations for annual tree assessments from Bartley Tree Company:

- Generously mulch around trees following guidelines for the tree collars
- Generously mulch the pathways coming into the park and refresh as needed
- Repair the ballast stone
- Staff obtain and investigate obtaining recycled materials for the repair work areas

Ms. Thomas emphasized that the Committee does not recommend an irrigation system that would be expensive and could cause damage to the tree root system. She added that the hazardous trees and dangerous limbs have been removed and adding mulch will help add nutrients to the sandy soil, will hold moisture for the trees, and will help limit soil compaction during the park events. Ms. Thomas said the Committee also recommends the yearly tree inspection as recommended by Bartley Tree Experts, adding young trees as the current trees begin to decline and age, the Parks and Recreation staff reach out to the Beautification Committee for planting of approved plants and shrubs, install post and rope fence around three trees located on E. West Street at the Franklin Square Art Gallery parking, installing a protective

fence around the trees known as the "Four Sisters," use of mulch in front of the stage, signs put in the park as per city ordinance, rope and post parking in the area to be provided with permeable materials along E. West and Nash Streets, recommend removal of the large security light, add appropriate lighting, and add more light posts as needed along the walkways.

Ms. Thomas spoke about the Committee's other recommendations:

- The Parks and Recreation Department hire additional maintenance staff to maintain all components of the 16 recreation facilities
- Create a schedule to pressure wash and paint the gym
- Repair and paint the basketball court
- Staff work with the Forestry Committee and the Beautification Committee to create a plan to plant native plants and shrubberies
- Staff work with the Fire Department to remove the power box behind the Fire Substation
- Remove shrubbery around the tension cable located near the Baptist Church
- Install shrubbery to conceal the power box in front of Franklin Square Art Gallery
- Install WiFi

Responding to a query from Alderman Davis, City Manager Turille indicated a quote of \$2,300 was received for repairs needed on the park stage.

Alderman Davis asked why the Committee recommended mulch in front of the stage instead of pervious paving. She pointed out that the music events encourage dancing and mulch would not be a good surface for that. Ms. Thomas responded that the Committee did not recommend pavers as they would prevent moisture in the sand going out to the trees and because they would cause more compaction to the soil. She noted that through the information received in multiple reports, it was learned that mulch comes in different shapes and sizes and could be made into something that would be comfortable for people to walk on and to dance on. Ms. Thomas shared that the mulch will be provided by Bianchi Landscaping Supply for a delivery charge only.

Alderman Davis asked if the Parks and Recreation Department budget has money to implement the recommendations. Director Heather Hemphill reported that she has funds for some of the work and anticipates getting started immediately. She talked about a group out of Wilmington that salvages ballast stone, etc. from older sites being sold or remodeled. She stated that she can contact the group, request materials and are quoted a cost at the time of request.

Alderman Kelley stated her opinion that she dislikes seeing the "Four Sisters" area fenced because she knows that children from preschool love to climb them. She shared her childhood experiences climbing the Indian Trail Tree, her disappointment to find it fenced, and the impact fencing around trees has on children wanting to be a part of nature.

Alderman Mosteller stated her appreciation to the Committee for their work on this issue.

Alderman Davis questioned the recommendation and stated her opinion that the language *"other activities to be announced by the Parks and Recreation Department"* should be removed and if other activities are anticipated, the Committee or the Parks and Recreation Director could bring the request to the Board; and the same for vehicles. She spoke about an incident with bands bringing vehicles into the park. Ms. Hemphill stated the only vehicles allowed in the park would be Parks and Recreation Department maintenance truck, a contractor vehicle needed for any cutting, and emergency response vehicles. Alderman Mosteller stated she did not want the Parks and Recreation Department to be required to return to the Board to ask for permission to use the park for a requested event. She said the Board is entrusting the park's maintenance and review of everything to staff.

Mayor Alt stated his confusion about the number of events in the park, who is in charge of deciding when and where events take place, a third party, Downtown Southport, Inc. (DSI), handling the events, the responsibilities of the City's Event Coordinator and if the events stated in the recommendation are events that will take place in the park or is the report indicating the events that will be allowed. Director Hemphill responded that the events listed in the recommendation fall under the purview of the Parks and Recreation Department. The department also co-sponsors the concerts, Winterfest, Springfest, Farmer's Market, and Plein Air with the Community Relations Department.

Mayor Alt pointed out that DSI was no longer involved with events in the park and the 2024 events ran smoothly with the oversight of the Parks and Recreation Department and Community Relations Department. He questioned the estimated 75 events that could be held in the park and the impact on the park. Director Hemphill stated her understanding that the concerns about the impact on the park were the events that had vendors and vehicles inside the park. Responding to a query, Director Hemphill indicated that the Farmer's Market would not be allowed in the park proper but where there is a cement slab behind and beside the Franklin Square Art Gallery.

Mayor Alt asked about the locations where new Live Oaks would be planted, the area from the parking lot at the art gallery and towards the city gym would not be a proper area to do new plantings. Other areas, i.e. behind the fire substation and the stage area would be better. Dr. Hirstein verified that of his three recommendations, the number of events were identical, the difference, one recommendation was to relocate the stage to another place and put another feature in its place, another recommendation was for a new stage and move the water feature towards the fire substation. He stated that all three options recommended limiting the events to no more than 40 events.

Alderman Mosteller pointed out that small events, i.e., Easter egg hunt, small weddings, drumming, etc. were not detrimental to the park and acceptable for park use. Alderman Mosteller credited staffs understanding that they are going to implement a maintenance plan and allocate funding to better protect the park than in past years.

Stating there is a big difference between 40 and 75, Alderman Lai stated his opinion there needs to be a better definition of what can and cannot go on in the park. Alderman Davis pointed

out that Dr. Hirstein's recommendations for the uses of the park align with what the Parks and Recreation Committee recommends. She emphasized that Dr. Hirstein repeatedly stated in his report no vendor events other than the Farmer's Market. Ms. Thomas stated it was noted in the maintenance plan that after implementation of the plan, looking at bringing back events that had previously been held in the park. Speaking about the public conflict the uses in the park has created, Mayor Alt emphasized his opinion that there needs to be a caveat that states, "*no vendors in the park.*"

Alderman Carroll asked Dr. Hirstein what activities have caused the most harm. Dr. Hirstein replied that the heavy traffic and setup of tents. He agreed with the Mayor that there is a perception that putting 100 vendors in the small area and then having another 200 - 300 people walking around has been harmful to the park.

Dr. Hirstein emphasized his opinion what would make Franklin Park a success again:

- I. Eliminate vendors from the park (for perception purposes and for physical purposes.
2. Getting adequate maintenance staff in the Parks and Recreation Department.
3. Maintenance! Establishing a maintenance plan and sticking to it.

Alderman Carroll referenced a study provided by Bartlett Tree Service, a subject matter expert, stating that if mulch was added to the park, a maintenance plan followed, and no stakes, the vendors would not impact the trees.

Alderman Davis asked if the no more than 40 events recommended included the Farmers Market. Alderman Davis suggested a motion approving the Committee's recommendation including no vendor events other than the Farmers Market and limiting events to 40 per year. Discussion ensued regarding what type of events the 40 per year would entail. Alderman Mosteller stressed the importance of trusting staff to decide the type of events. Mayor Alt emphasized that perception is important, most of the 40 events are light events, and as written, the wording of the recommendation gives the ability to add vendors later without coming back to the Board. Alderman Lai stressed that the main concern is what events are going to cause damage to the park and the adherence to the maintenance plan. Alderman Mosteller agreed and stated that the maintenance plan and rules of usage would drive the types of events permitted in the park. Alderman Lai talked about the importance of preventative maintenance.

There was a brief discussion about the installation of Wi-Fi and the annual budget cost to maintain.

Alderman Davis made a motion *to adopt the Parks and Recreation Committee's recommendation with added terms; no vendor events in the park with the exception of the Farmers Market to be held in the area behind the gym and not in the main part of the park.* Motion seconded by Alderman Kelley.

Ayes: Aldermen Davis, Kelley, Lai, Spencer

Nay: Aldermen Mosteller, Carroll

4-2 Motion Carried

4. Southport 2050 Comprehensive Plan Presentation

Director Meehan, along with Jake Petrosky and Andrea Radford with Stewart Consulting gave a presentation of the Southport 2050 Comprehensive Plan. Director Meehan noted that there is no request for action by the Board. She asked the Board to review the plan recommendations and action items and prioritize those they think are the most important. She indicated that the plan would be sent to the Division of Coastal Management (CAMA) for its review and comments. She asked that the Board's comments and thoughts be provided by January 23rd so that the final plan can be presented to the Board at their February 3rd meeting for consideration.

Ms. Radford gave the presentation.

- The three phase process began in 2023
- Phase I: Initiation: Getting to know the community
- Phase II: Analysis, Visioning & Plan Development
(more getting to know the community through multiple public engagement activities, i.e. Name the Plan Survey (50), Community Survey (536 responses), Walking Tour (20-25 people), Photo Contest, public meetings in April and October)
- Phase III: Implementation, Adoption & Certification

Ms. Radford gave an overview of Southport's history:

- Fort Johnston constructed in the 1740's which brought Joshua Potts and his friend Benjamin Smith to the area
- A plan for a city was drawn of 100 half acre lots
- 1792 Smithville established
- In the 1800's construction began along Moore and Bay Streets (residential, commercial, docks)
- Post Civil War, two African-American neighborhoods were established
- 1808 Smithville named County seat
- 1870 opportunity for a major port city; city limits extended ½ mile in all directions
- 1887 Name changed to *Southport* in anticipation of growth as a major port city
- 1890 Local brick and lumber companies established in Southport
- 1800 - 1900 booming construction
- 1909 there was an article in the Southport Herald that spoke of the choices facing Southport, destroying its natural beauty and charm
- 1978 County government departed Southport led to store closings, Menhaden fleet ceased operations, transition of the Yacht Basin from a working waterfront to a combination of working waterfront and tourist destination

Why Plan?

- Growth in Brunswick County along US 17 and NC 87 corridor
- State Statute 160D requires the City to have a reasonable maintained comprehensive plan to enforce zoning; minor update every five (5) years, major update every seven (7) years
- Population projections in the Southport area by 2035 expected to grow by 4,300 people; current municipal growth rate is 3.4%
- 2024 Removal of Southport's Extra Territorial Jurisdiction (ETJ), HB911 and SB382; requires coordination with Brunswick County for growth along the edges of Southport
- Encourage conservation design in environmentally sensitive areas

Mixed Use Development

- Southport has long history of residential and commercial uses in one structure
- Supports "walkability" and reinforces historic character of a coastal village
- Walkability includes four (4) D's: Density, Design, Destination, Diversity

Ms. Radford provided an overview of what is in the six chapter plan and how to use the plan:

Chapter 1	Community Concerns & Aspirations
Chapter 2	Socioeconomic Snapshot
Chapter 3	Past Planning Efforts
Chapter 4	Planning for the Future
Chapter 5	Implementing Plan Southport 2050
Chapter 6	Existing Conditions and Natural Hazards

Vision:	Broad aspiration for City of Southport
Goals:	Specific aims
Recommendations:	Policy statements used to guide staff, boards and elected officials
Actions:	Specific steps to achieve the City's goals

Mr. Petrosky spoke about the recommendations included in the plan. He emphasized the importance of the Board's role, their decisions every month regarding land use and infrastructure that directly impacts the built environment for Southport. He stated the plan is meant to provide guidance on how to continue to shape the built and natural environment of Southport while encouraging a development pattern that honors Southport's historic character.

Referencing a visual display, Mr. Petrosky spoke about the following:

- Residential and nonresidential character: historic neighborhoods and traditional neighborhoods, low and medium density and low density where emphasis is on protecting the natural environment

- Four different areas to accommodate different scales of nonresidential uses
 1. Historical Residential Character: predominantly single family, occasional bed & breakfast, duplexes and accessory uses
 2. Traditional Neighborhood: mostly single family, some mix of housing including small scale attached residential, 6 units per acre
 3. Low to Medium Density: Mostly single family, 3-4 units per acre
 4. Low Density Conservation Design Character Area: ½ acre lots, smaller lots clustered away from environmental features, minimum 40% open space. Potential incentives for Conservation Design: up to 2.5 DUA gross density, small portion could be attached (i.e. like Indigo) up to 25 units. Residential and Open Space design requirements.

Mr. Petrosky emphasized the Plan recommends more open space requirements than what is currently in the Planned Unit Development (PUD) zoning district. He spoke about implementing a conservation design option or entertaining conditional zoning that allows a legislative decision and more dialogue to get better designs. He talked about using GIS data and elevation data to determine the height of buildings in the downtown area, 60 foot Live Oak trees that provide a backdrop to everything, buildings 25 - 28 feet, and civic buildings and churches up to 40 feet with ornamental features.

Mr. Petrosky stressed the importance of the character and scale of development in Southport's commercial districts:

- 2,000 - 3,000 sq. ft., typically Main Street retail, service or office
- 3,000 - 8,000 sq. ft., Midtown and neighborhood commercial, small/medium scaled dining, retail, service, with use restrictions and design details to limit impacts, some second floor residential
- 10,000 - 30,000 sq. ft. Gateway, range of medium scaled to Big Box scaled retail, restaurants, service, office
- 30,000+ sq. ft. Highway Commercial, typically larger scale retail, service, or office, larger footprint, higher intensity

Mr. Petrosky talked about the business districts; Downtown, Midtown and Waterfront commercial and each of them should have a particular set of uses and scale of development. He discussed mixed use in some of the districts. He stated the importance of updating the UDO and that the Comprehensive Land Use Plan reinforces those priorities and updates. He suggested including flexibility for good customized design and conditional zoning options.

Noting that housing affordability is an issue in the entire Southeast region and it is not an easy solution, Mr. Petrosky indicated that "*affordability*" came up a lot in discussions and the Plan includes some small incremental things that can address affordability, i.e. accessory dwelling units that can add diversity of housing without changing the character of neighborhoods. Responding to a statement by Mayor Alt, Mr. Petrosky talked about the 33 ft. width lots throughout Southport with issues of impervious surface. Mayor Alt stated his hope the Board would address the small lots and require some percentage of pervious surface. Alderman

Carroll speculated that into the future, there may come a time when ancillary buildings on small lots would be prohibited. Agreeing with Mayor Alt's suggestion of establishing a percentage of pervious coverage for small lots, Alderman Davis stated that currently an accessory dwelling cannot be rented separately .

Mr. Petrosky talked about housing types and pointed out that Southport is predominantly a single family home community. He stated there is flexibility in types of housing particularly as it relates to small scale and what is called "missing middle housing types", duplexes, quadplexs, triplexes that have front porches and look like many single family homes.

Land Use, Character & Housing

- Process and standards should be updated to include performance-based standards and some flexibility (i.e. mixed use development and conditional zoning options)
- Affordability (ADU housing types targeted projects (i.e. veterans, teachers or seniors)
- Coordinate with Brunswick County and other entities to manage growth near Southport

Mr. Petrosky emphasized it is essential to coordinate with Brunswick County and the Plan includes a number of recommendations. He noted that there is a lot of concern regarding the County zoning districts will create a checkerboard pattern of the Southport city limits and does not necessarily match the character of Southport.

Stating that Southport has an incredible system of parks for a city its size and an incredible amount of water access along Bay Street and Waterfront Park, Mr. Petrosky spoke about maintaining and improving Southport's parks.

Public Access & Parks

- Improved connections (Lowe-White to Taylor Field and parking (Alvin Caviness), parking, bicycle access, pedestrian connections, accessibility from an ADA standpoint
- Enhance East Coast Greenway route (a safe comfortable route for bikes and pedestrians throughout the city limits)
- Plan for Stephen's Park (seven - nine acre piece of land)
- Continue to improve City Dock

Historic Preservation

- Support local district and local landmark designations (would result in potential tax breaks)
- Pursue Certified Local Government status (could apply for grant monies to update Southport's historical survey)
- Tell Southport's story through art, community activities, education, and signage

Mr. Petrosky stated it is commendable how Southport tells its story with signage throughout the city.

Resiliency

- Grant funding to assess local critical assets
- Take steps to improve Community Rating System by 2028 (corresponds with flood insurance rates)
- Low-impact development solutions (storm water and infiltration)
- Tree preservation and annual tree planting program (include diversity in the canopy)
- Protection of non-coastal and coastal wetlands
- Dark Sky Initiative (updates to street lighting, bollard lighting to keep pedestrian lighting low and reduce impacts)

Future of the Yacht Basin

- Street improvements
- Bay Street and Waterfront Master Plan (future of Bay Street)
- Historic signage/markers
- Height limitations for new development
- Parking on eastern edge and plan for/fund beautification of right of ways
- Long-term solution for boardwalk and parking

Mr. Petrosky spoke to the incredible natural heritage in Southport. He indicated that the last chapter of the plan discusses the existing conditions with a lot of detail, mapping tree canopy, biodiversity, wildlife habitat assessment and extremely unique natural areas that represent the best examples of natural communities in the state. To address the threatened natural communities into the future, he emphasized coordination with private land owners, non profit sector and policies and decisions the Board will make.

Water Quality

- Expand storm water regulation
- Study impervious surface trends and limit built-upon area for certain zoning districts (potential for first floor elevation changes in areas that may not be in traditional flood plains)
- Preserve large wetland areas (recent law changes not protecting them as they once were)
- Stream and wetland buffers

Economic Development

- Continue to promote events locally and regionally

- Plan and improve wayfinding
- Funding to improve downtown amenities including lighting, pedestrian enhancements, seating and tree canopy coverage
- Support Southport Elementary School and Brunswick Community College

Transportation

- Access management NC 211 and NC 87
- Compact-mixed use development to support walkability
- Use of right-of-ways for parking, storm water management, sidewalks and street trees
- Bicycle and/or golf cart parking
- Improve pedestrian crossings along N. Howe Street (conceptual design of new crosswalk at Leonard Street included in plan)

Infrastructure and Services (thru 2055)

- Utility system monitoring
- Establishment of Urban Service Area (work with County)
- Police, Fire, and EMS trends and needs (their challenges and needs)
- Storm water system enhancements

Mr. Petrosky touched on Implementation with an emphasis on prioritizing. He asked the Board for their input on what can be accomplished in a couple years, midterm, or long-term while focusing on their priorities.

Ms. Radford presented an outline of the next steps

Next Steps

- Board of Aldermen comments - January 23
- Public Review- February 1
- Division of Coastal Management Staff Review - Feb. 1 (could take up to 75 days)
- Edits from DCM staff review
- State Agency Review (30-day review period) State Historic Preservation Office, Department of Environmental Water Quality, etc.
- Planning Board
- Board of Aldermen
- Certification DCM (30-day public comment period)

5. Review of Southport Street Lighting Policy and Resident's Concerns

Item removed from Agenda.

K. Board and Committee Appointments

1. Planning Board Appointments

Alderman Lai explained the process he, Mayor Pro-Tern Kelley, and Planning Board Chair Sue Hodgins went through interviewing 11 candidates for appointment to the Planning Board. He emphasized that the people who serve on the Planning Board have to be very knowledgeable, put in a lot of work, a lot of time, and they provide a commendable service for the City of Southport.

Alderman Lai motioned to appoint the following, seconded by Alderman Kelley:

- John Bove, Larry Ashley, and Robert Lambert for three year terms
- Kevin Locklin to fill the unexpired term of Roy Pender
- Alternate position vacant at this time

Comments

Noting that applicant Karen Williams participated in the Comprehensive Plan process, Alderman Mosteller asked why Ms. Williams was not recommended for appointment. Mayor Alt advised that there was a personnel issue.

Unanimous Vote; Motion Carried

2. Board of Adjustment

Alderman Spencer reported that there were several rounds of interviews. He motioned to appoint the following to the Board of Adjustment, seconded by Alderman Kelley:

- Chris Eckert and John Allen for 3-year full term positions
- Rodney Ross one-year term
- Steve Doshier full term alternate position

Comment

Responding to a query by Alderman Davis, Alderman Spencer stated the Board of Adjustment will have a full complement of members.

Unanimous Vote; Motion Carried

3. Parks and Recreation Committee

Alderman Davis explained that a vacancy had been created on the Parks and Recreation Committee due to the removal of the Extra Territorial Jurisdiction (ETJ) from the City.

Alderman Mosteller made a motion, second by Alderman Carroll to appoint Andrew Brosche.

Ayes: Aldermen Mosteller, Carroll, Lai, Kelley

Nay: Aldermen Spencer, Davis

4-2 Motion Carried

Alderman Davis stated that this appointment will expire in June along with three (3) others. She pointed out that those currently serving can reapply. Alderman Mosteller encouraged others to apply, come to the meetings and participate.

L. Committee Reports

The following report was provided in the agenda packet.

1. ABC Board Report

Alderman Lai reported that sales were up 1-2%.

M. Staff Reports

The following reports were provided in the agenda packet:

1. Finance Report

- January 2025 Board of Aldermen - Revenue vs. Budget Report
- January 2025 Board of Aldermen - Expenditures vs. Budget Report

2. Code Enforcement Report

N. Manager's Report

City Manager Turille presented the following report:

1. Recommends starting the FY 2025-2026 budget process sooner than scheduled; last week of January.
2. Begin process for a prepared food and beverage tax referendum
 - must first obtain a general assembly local act authorization
 - current legislative environment is *no new taxes*
 - use long-term forecast data as a tool of persuasion
3. Comprehensive Plan
 - Make the North Howe Street Corridor Overlay happen
 - Must have harmonious zoning with the County
4. Strategic Needs Assessment
 - Understand the impact of traffic on the community and organization
 - Requested trip data from NCDOT:

2023 average annual daily trips at Howe Street and Fodale Avenue was 17,500 which is 122,500 weekly and nearly half a million monthly
Interactive map e-mailed to Aldermen
Per Fire Chief Drew, EMS calls remain mostly local resident calls
Trip data indicates a large number of daily trips for Police services particularly at the height of tourist season (Police Department does not track local versus visitor data)

5. **Occupancy Tax Collections**

Last year collected \$206,285

On track to increase that amount (statistical forecast, \$250,000)

Granicus software allows audit of short-term rental to verify payments)

0. Board Comments

Alderman Mosteller advised the Board that she would be contacting the NCDOT District 3 representative to ask some general questions pertaining to the current detour and signage directing ferry traffic.

Alderman Davis discussed Occupancy Tax, short-term rentals and accessory dwellings. She suggested that whenever the Board of Adjustment approves an accessory dwelling, the Code Enforcement Officer should be notified in order to keep track of them. She stated that several accessory dwellings are used as short-term rentals. Alderman Kelley pointed out that the Granicus software should alert the City when occupancy taxes are funneled through any of the third party rental systems.

Alderman Spencer stated his appreciation for Mr. Franklin attending the meeting. Alderman Spencer shared a story that inspired him during his childhood; while visiting his grandmother, President Carter visited Fayetteville, North Carolina. Alderman Spencer added that he has learned over the years that great leaders are normal people who want to make a difference.

P. Adjourn

Alderman Spencer made a motion, second by Alderman Kelley to adjourn the meeting at 10:34 p.m. **Unanimous Vote; Motion Carried.**

Richard Alt, Mayor

ATTEST:

Tori Deviney, Deputy City Clerk

(SEAL)



Introduction

The Planning Board, pursuant to Article 2.3.A.12 of the City's Unified Development Ordinance and City Ordinance Section 13-34, has authority 'to review and report as recommendations to the Board of Aldermen the extent, location and design of all public structures and facilities.' Accordingly, the Board, at the request of the City of Southport Board of Aldermen (hereinafter Board of Aldermen) was tasked with reviewing the proposal to repurpose the old County Courthouse building located at 113 W. Moore Street, Southport North Carolina, as a Police station for the City of Southport.

The Board of Aldermen assigned this review task on March 3, 2025. The Planning Board is to have its final report on this proposal, and whether it is beneficial to the City of Southport's long-term planning and best interests, returned to the City Manager by close of business April 3, 2025, for dissemination to the Board of Aldermen.

Issue Presented

Is the 'Old Courthouse' to be refurbished as a Police station, or as a City Hall for Government Administration?

I. Statement of Preliminary Facts

- A. The history of 'Old Courthouse' Building. The Old Courthouse was built in 1844 and served as the Brunswick County Courthouse until 1970. From 1979 to 2014, the former Courthouse served as Southport's City Hall. In 2014, the City of Southport relocated City Hall into a new building. Note: the Southport Police Department left the Old Courthouse building in 2016.
- B. The Old Courthouse is the antebellum type of courthouse and is the only one that remains in southeastern North Carolina. It is one of only seventeen that remain throughout the state of North Carolina. The Old Courthouse building was designated by the US Department of the Interior to the National Register of Historic Places in 1979. One of the criteria assessments examined was whether the Old Courthouse had stood with the broad patterns of country life as the center of the local political process, the administration of justice, and a social and cultural focal point.

- C. In analyzing the best use of the Old Courthouse building, the Board will take into consideration the facts outlined in the Moseley architectural report, the facts outlined in the HICAPS report, statements made by representatives of the Moseley firm, the fiscal impact analysis by Development Planning & Financing Group (DPFG), statements from Police Chief Todd Coring, and review of other relevant authorities. The Planning Board took on-site tours of both buildings under consideration during this review and recommendation process.

II. Analysis of Use of Old Courthouse Building and Future Needs of Police

- A. The Old Courthouse has 8,500sf available for repurposing. The Old Courthouse is a two-story building. At this time, the second floor has 1,800sf designated as chambers. This is to be utilized for meetings and conferences by the Board of Aldermen, the Planning Board, the Board of Adjustment, and other City representatives. This leaves 6,700sf for a Police Department or for City Government administration. Moseley set forth in its report a preliminary space need for the Police:

Current	6,351sf
2028	6,794sf
2033	7,628sf
2044	7,858sf

Moseley also issued a report on the preliminary space needs for Government Administration space:

Current	7,769sf
2028	8,466sf
2033	8,822sf
2044	8,847sf

III. Analysis of Use of Historic Building as Police Department

A. Historic Building

The first query: Should a police department be placed in a building on the National Register in contradiction to why it was placed on the Register. Once it is made a secure facility it will not be open to the public for the citizens of Southport to appreciate this historical landmark.

The second query: the police department is required to be secure for several reasons; confidentiality, police departments handle sensitive information including criminal investigations, intelligence data, and citizen records which must be protected against unauthorized access to maintain confidentiality and prevent potential harm. Does the proposed design for renovation of the old City Hall building present considerable challenges for maintaining security?

B. Operational Security

Secure facilities and communications systems are necessary to prevent leaks of operational plans, strategies and tactics that could compromise law enforcement efforts.

C. Physical Security

A secure environment protects officers from threats including potential attacks from criminals or disgruntled individuals.

D. Weapons Storage

The secure storage of firearms and other equipment is crucial to prevent accidental discharge, theft, or misuse.

E. Emergency Preparedness

The facility should be equipped to handle emergencies including natural disasters or active shooter situations.

IV. Square Footage and Growth Analysis of Southport and Anticipated Needs for Additional Officers

- A. The Police Department has another four years on its lease at its present location. This will give the City time to move forth with analysis of repurposing the City Hall and the funds necessary.
- B. In reviewing Moseley's preliminary space report needs for the Police Department, when the Department moves in in 2028-2029, the space will already be insufficient and increasingly so over time. Of note, Chief Coring has proffered creating a substation in years to come to remedy this situation. Also,

related to the square footage deficiency, the Chief has said the Department ‘has sacrificed a lot to even go into the building’ in a statement to the Board of Alderman on March 5, 2025 (52:19 mark on meeting recording). In reviewing what is meant by ‘sacrificing a lot,’ the men and women of the Southport Police Department would have no locker rooms, showers and/or dressing rooms. There is not a proper armory or storage unit, not a proper isolated training room, a proper secured IT area, and the overall design as proffered is not truly the best design for security and morale for the men and women of the Police Department.

With the anticipated annexation of the Waterway subdivision, and the development of outlying (formerly zoned ETJ) properties, there is no dispute that growth that will occur in development in and around the City of Southport. Developments already approved or currently in negotiations for Southport City limits:

Turtle Bay	100 Units	Infrastructure begun
Jonas Creek P3	31 Units	Vested; unsure of timing of infrastructure installation
Prices Creek P2	48 Units	State permitting underway for infrastructure installation
Waters at Southport	42 Units	Infrastructure begun
Osprey Landing	198 Units	Phased project w/50 built to date, Phase 2 infrastructure begun
Waterway (Indigo Phase II)	1190 Units	Currently in county jurisdiction, annexation into Southport anticipated
Total Units	1609	

In 2023, a fiscal impact analysis by DPGF was contracted and paid for by the City. In this analysis it was noted that in 2023, the City added three full-time police officers to enhance the level of service to the existing residences and businesses. The new officers include two officers for special patrol assignments, coverage for personnel leave and one new detective. Chief Coring at that time estimated that the then-named Indigo Phase II community would require six new patrol officers, and capital needs of new police vehicles and additional evidence storage space. Given the anticipated growth and the need for a secure facility, the Old Courthouse is not the appropriate choice for the police department.

V. Analysis of Repurposing Old Courthouse For City Administration

- A. The City owns the present City Hall located at 1029 N. Howe Street, Southport, NC. The Planning Board has been informed that this building has 10,000sf net and twenty-six parking spaces. It is the opinion of the Planning Board that this option needs to be properly vetted as a potential space for the police department.
- B. If the Old Courthouse building was to return to what it was primarily used for between 1977-2014; City Administrative functions, it would further be in line with the logic to why this building was designated a national historic building, and the public would have an ability to see and appreciate this historic landmark.
- C. The distinction between repurposing the Old Courthouse for City Administration use versus the Police Department is that the City can use its existing buildings for City Admin personnel without the safety- and operational deficiencies. The Planning Board recognizes that the whole of City Admin staff cannot be housed in the Old Courthouse once restoration is complete. We envision usage of other City-owned properties to take in related department personnel: for example, we would encourage the relocation of Planning/Inspection/Enforcement staff (approximately six employees) to the Jaycee Building with 2,000sf space.
- D. When the Old Courthouse was being considered for the Police Department there were two additional options propounded by Moseley Architecture regarding placement of the Police Department in newly built structures. One structure would be a one-story Police Department with 8,600sf with a construction cost of \$7,499,554. And the second option was a two-story Police Department with 10,000sf at a cost of \$8,862,750. These two options appeared to have been rejected due to the costs.
- E. Regarding the outlay of these buildings as requested by Chief Coring, see Exhibits A and B, printouts of these two options. It is imperative to compare these Police Department structure options with what will be unavailable if the Police Department is placed in the Old Courthouse, see Exhibit C, schematic for the Old Courthouse.
- F. The wish list by Chief Coring, if he could build a new Police Station with 10,000sf, carried a cost of \$8.8 million. The approach we are recommending will be that the Old Courthouse be utilized for City Administration and the bulk of that cost will be through a grant at some point in time for 'restoration of an historic building,' not for the sole purpose of building a police station. The Courthouse building offers 8,500sf net, the present City Hall building has approximately 10,000sf net and if the City-owned Jaycee building is utilized it has 2,000sf. Thus, between the renovation cost of the Old Courthouse, estimating a cost of \$1.5 million to renovate the Police Station in the

present City Hall building, and upgrading the Jaycee building, that would be a total of \$6.5 million for 20,000sf of available space to the City.

VI. Summation

Our Police Department personnel deserve to have every operational functionality for the foreseeable future, without sacrifice. This would include their own training room and storage space for all training materials, where they would have exclusive access. There should be a non-governmental office (NGO) where they can meet people regarding victim assistance and other community groups regarding safety in our community. There should also be a place for 'Safe Swap' where people can either drop off children on custodial disputes and/or where purchases made on social media can be exchanged.

Current GIS mapping shows sufficient room for secure parking for Police vehicles and equipment at the 1029 N. Howe location – this space is not available at the Old Courthouse.

Placing the whole of the Police Department in the 1029 N. Howe location, would:

1. Create the sense of a 'public safety compound' with all relevant buildings close to one another: the Fire Department, the Police Department and Doshier Hospital
2. More centrally locate the Police Department, based on City growth extending westward;
3. Provide more private headquarters for citizens when they must visit the Police Department
4. Maintain the highest level of security for both police personnel and citizens by dedicating the facility exclusively to law enforcement usage.

There is not a negative impact on proper vetting and investigating usage of the City Hall and determining available funds or sources of funding. At this juncture, the Police Department will be in its present rented site for another four years. There has been no guarantee from the State when the City will receive a grant for the revitalization of the historic Old Courthouse building. Regarding the repurposing of City Hall for exclusive use of the Police Department, there have been no attempts to research the availability of grants, funds, or other monies available through grants at the National and/or State governmental levels.

There is no doubt the space being visualized by the Police Department in the Old Courthouse is not optimal. There will be functional obsolescence by 2028, as the police force will have outgrown the square footage allotment. By 2033 the shortage increase is greater (with a 900sf shortage). A remedy suggested by Chief Coring is that we add a substation; this would not be beneficial and would be confirmed by personnel costs, structure of the Department and cost benefit analysis. He gave three examples of communities he examined: Apex, with 120 police officers, 72,000 population and fifteen square miles of properties; Cary, with 216 police officers, 180,000 population, 61 square

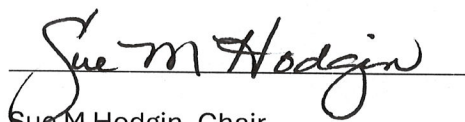
miles; and Raleigh, with 703 police officers, 482,000 population and 115 square miles of properties. Compare these to Southport with roughly 4,400 citizens and 4.5 square miles of property. Not a reasonable alternative when you can have a building that would continue to provide for growth ad infinitum.

The City has no fixed timeline for the acquisition of funding for the Old Courthouse restoration, nor 'ins' on grants or other governmental monies available for purposes of a police station upfit. With there being no negative impact to current City operations, it is not in any way unreasonable for the City of Southport Planning Board -- working with City Management and the Board of Aldermen -- to continue working towards establishment of 'best practices' and long-term planning for City property usage while City Staff pursues available sources of funding for the projects herein proposed.

Planning Board Recommendation:

*The following Recommendation was voted unanimously in the affirmative at a
Special-Called Meeting of the Planning Board on April 1, 2025.*

The Planning Board recommends to the City of Southport Board of Aldermen that the Old Courthouse be designated a Government Building, used for the City Administrative offices (with another Government Building being investigated for an overflow of Administrative staff, such as the Jaycee Building). This will appropriately situate City Hall in the center of town. We further recommend the permanent placement of the Police Department into the entirety of the current City Hall facility.


Sue M Hodgin, Chair


Date

Planning Board, City of Southport NC

Attachments: Exhibits A, B and C – all from Moseley reports to the City of Southport – follow this page.

SOUTHPORT POLICE STATION

ONE STORY CONCEPTUAL PROGRAM LAYOUT

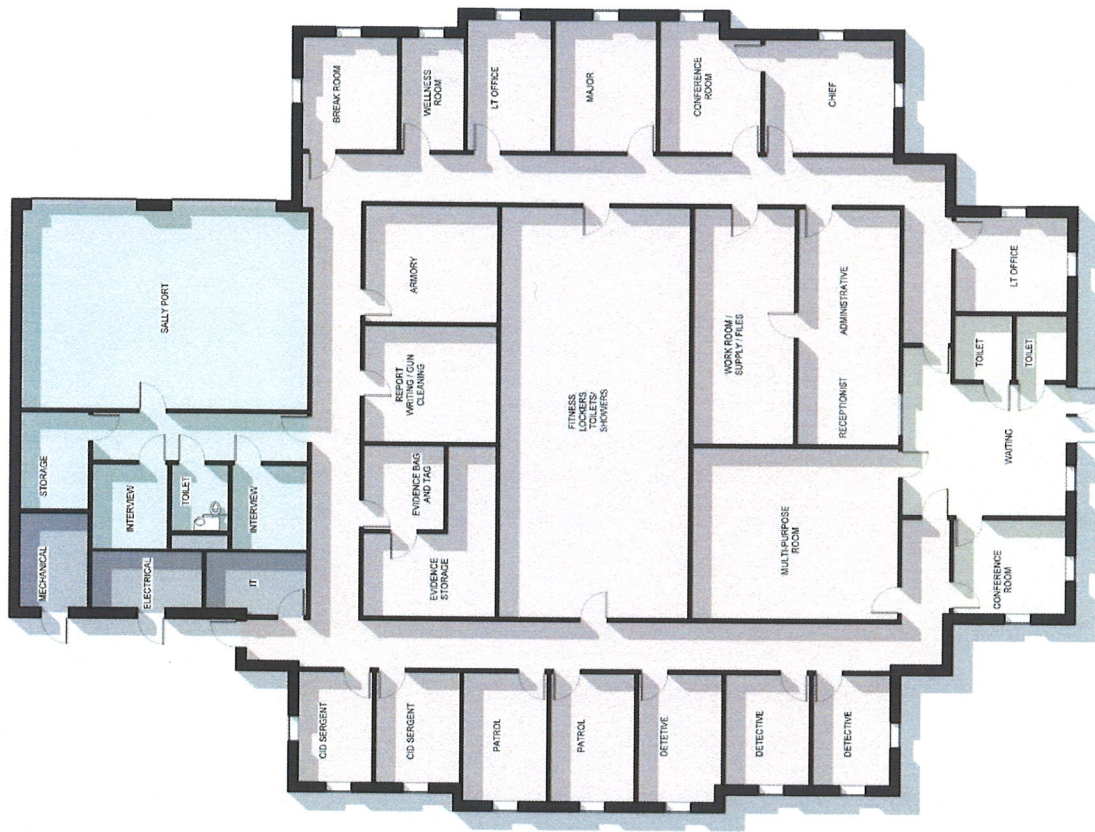


Exhibit A

SOUTHPORT POLICE STATION

TWO STORY CONCEPTUAL PROGRAM LAYOUT

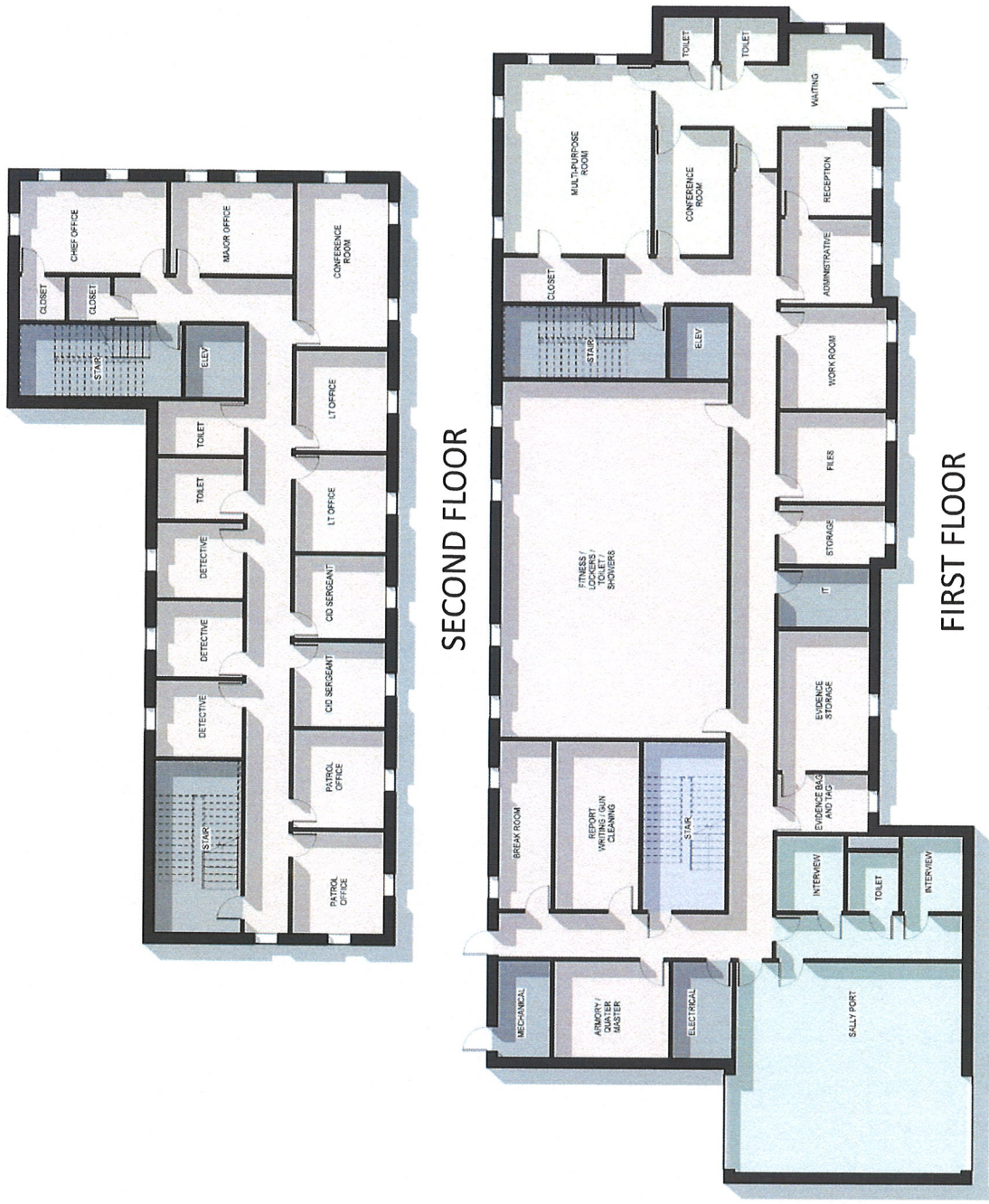
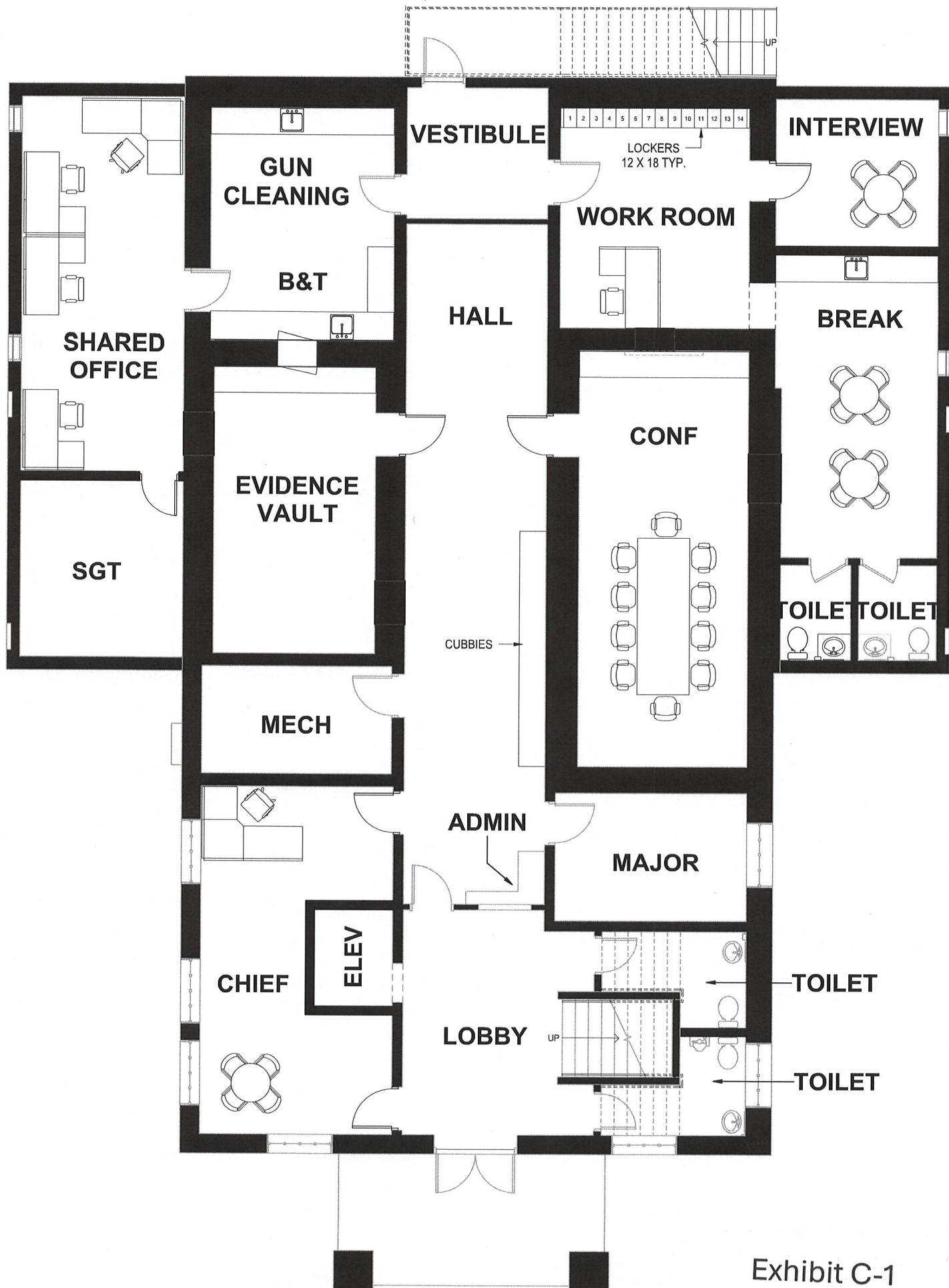


Exhibit B



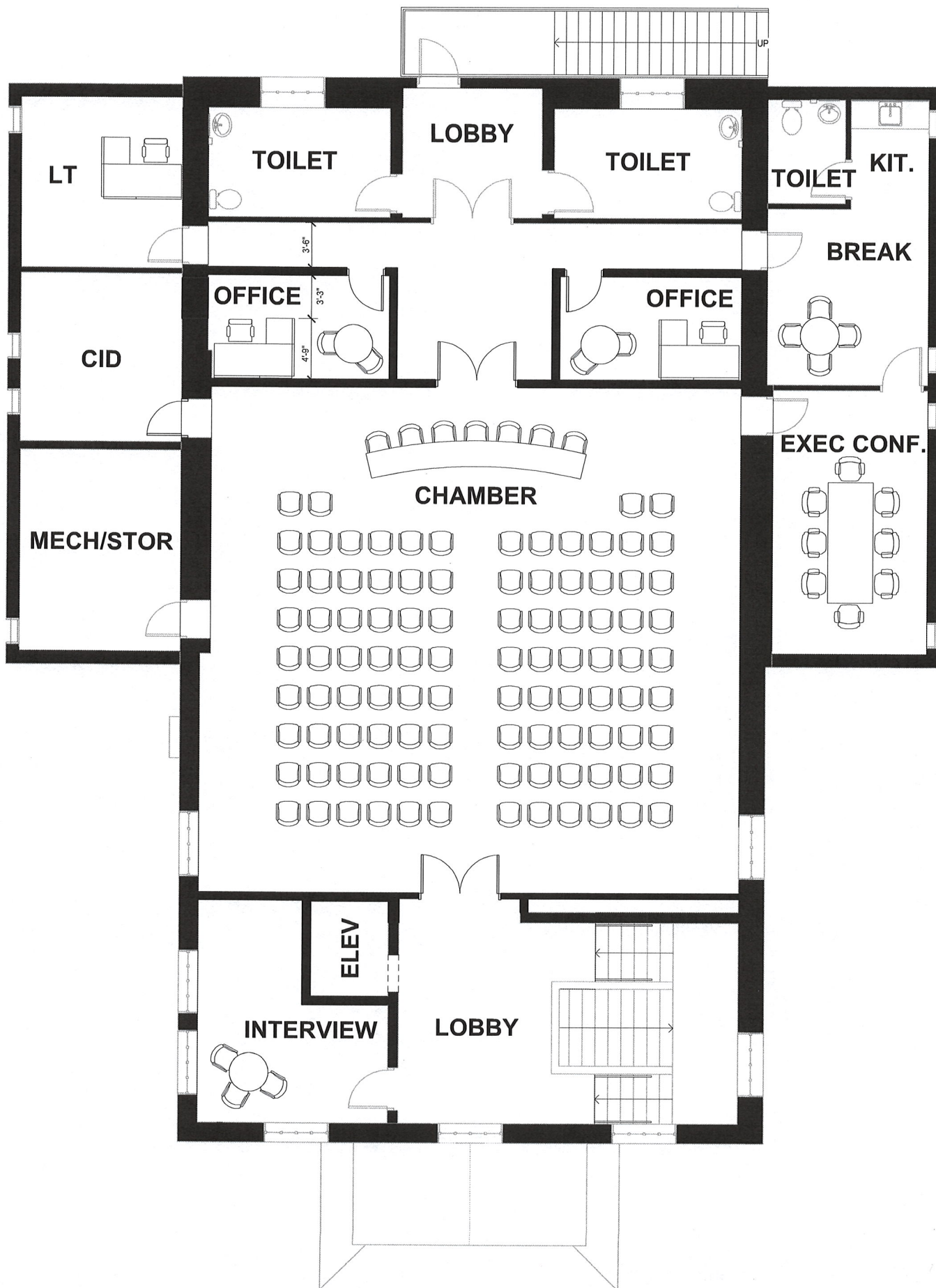
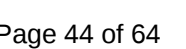
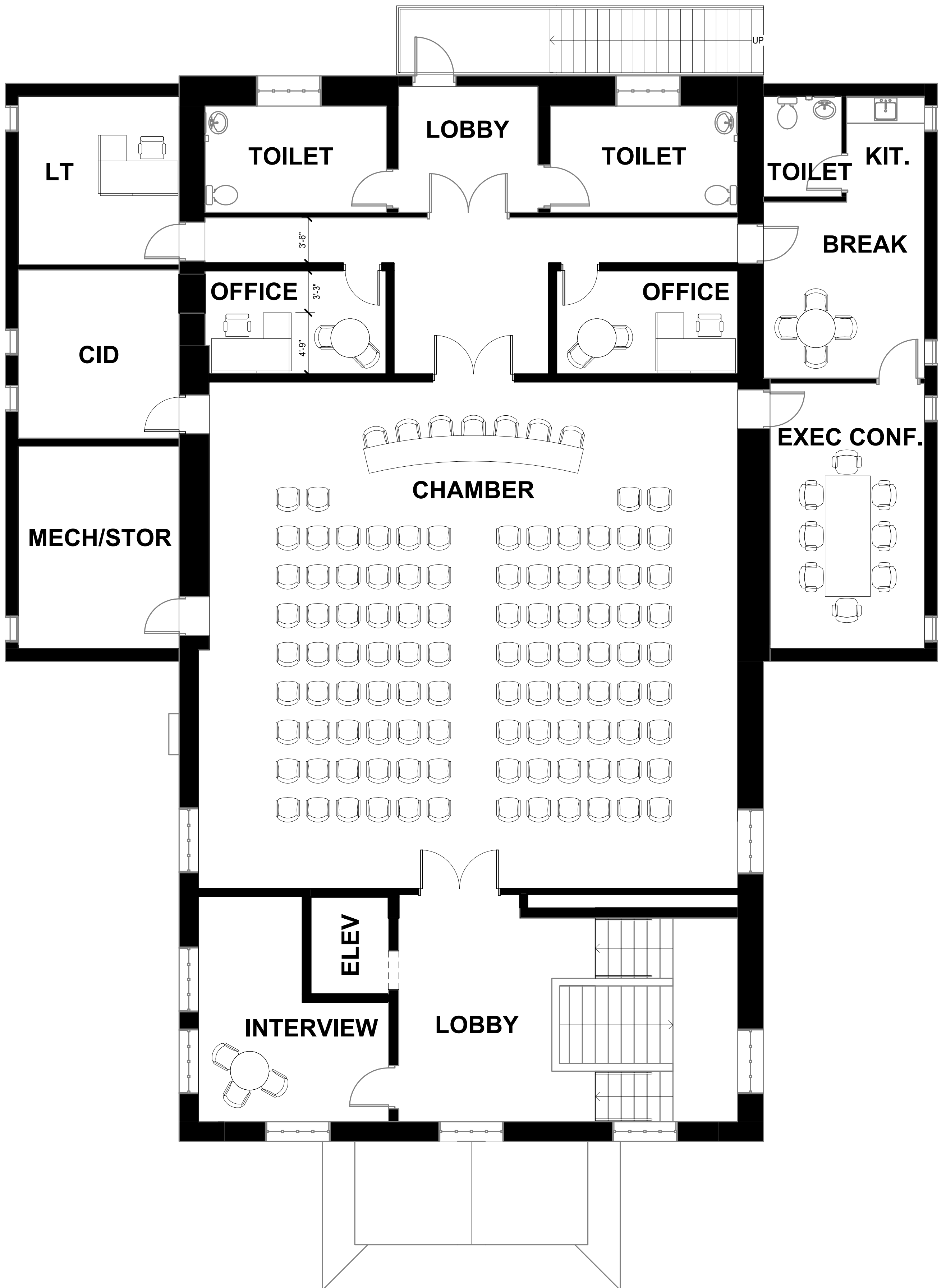


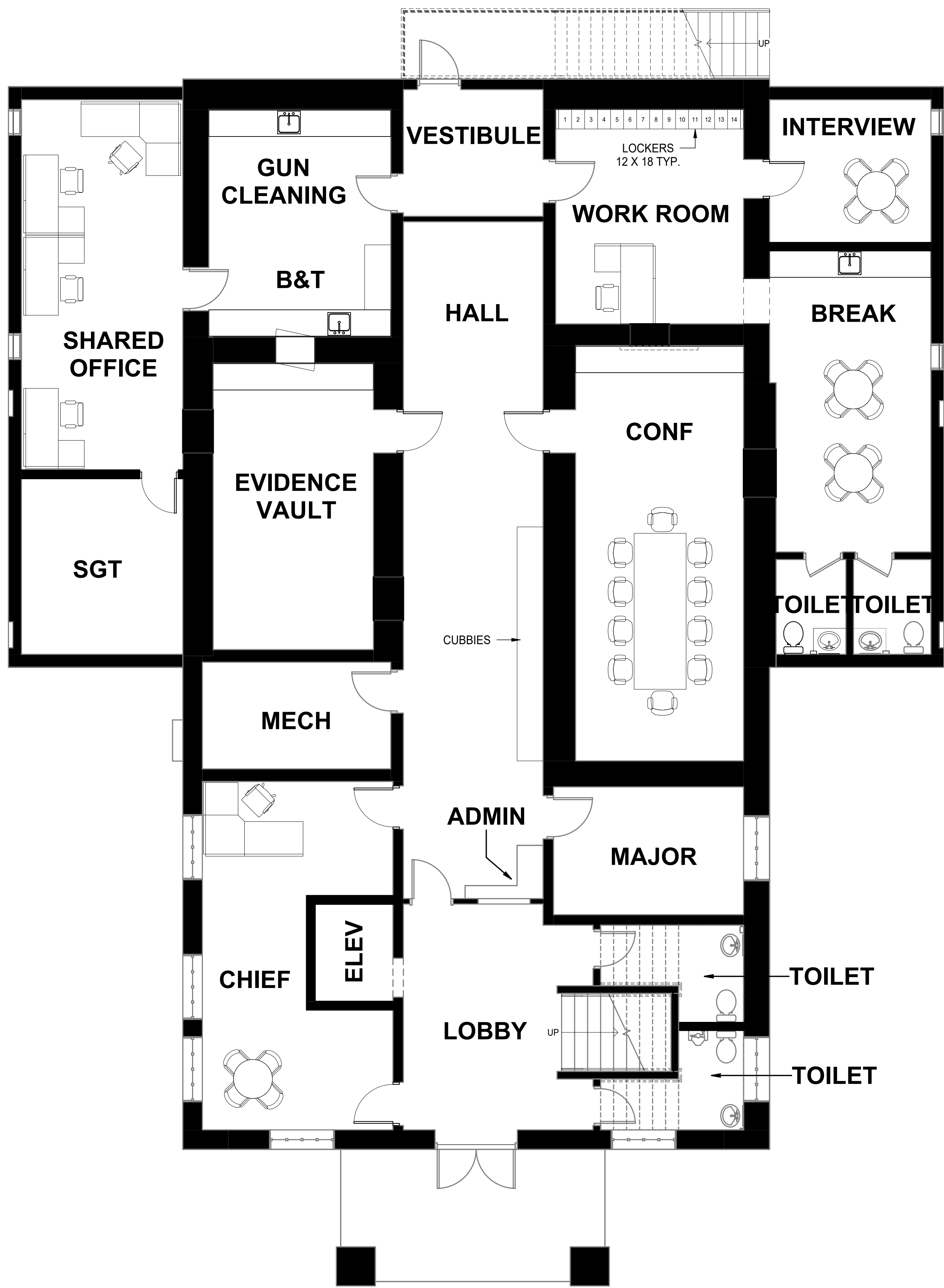
Exhibit C-2



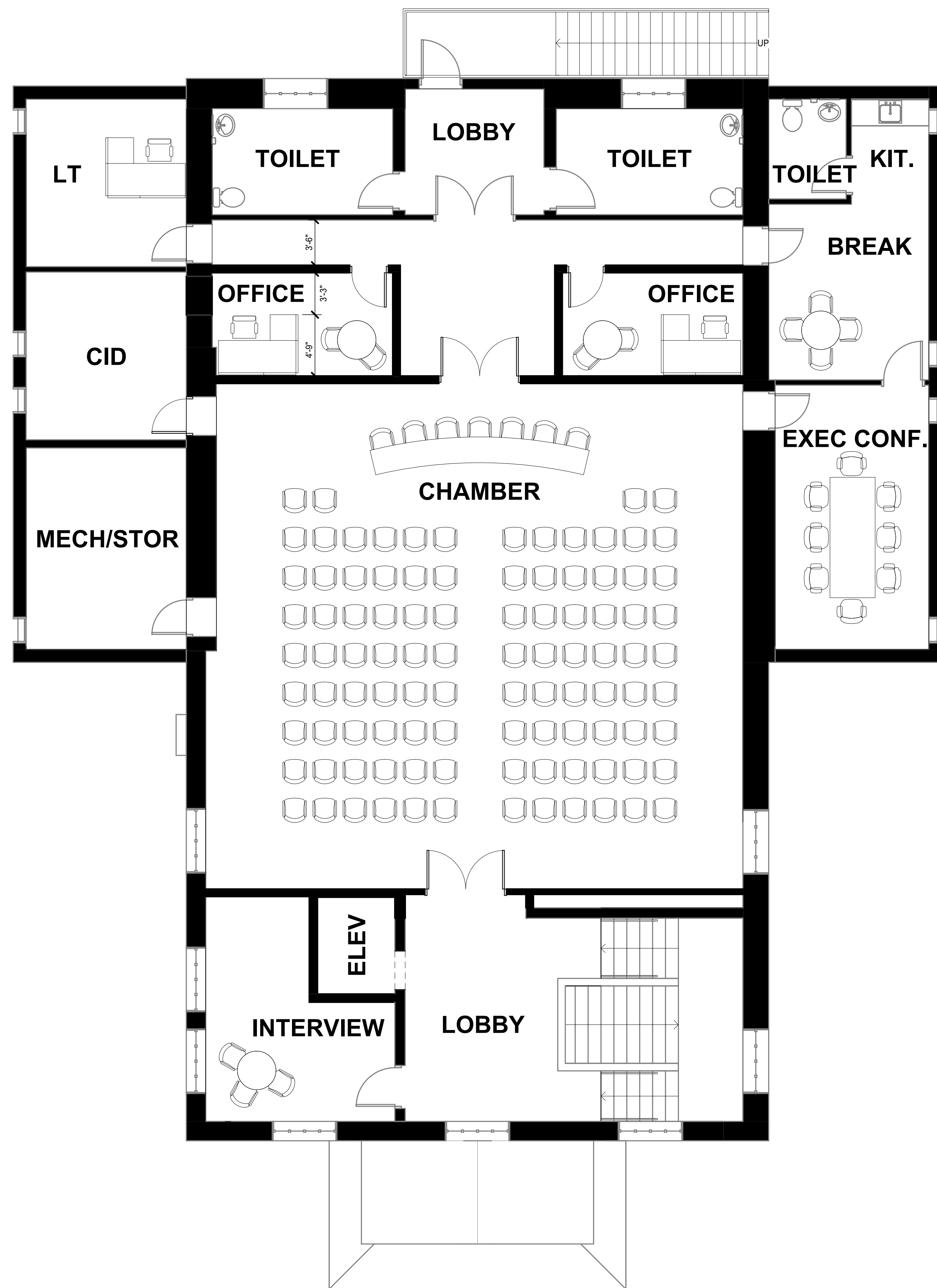


2/3/2025 11:08:05 AM

A
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J



FIRST FLOOR PLAN
3/16" = 1'-0"



SECOND FLOOR PLAN
3/16" = 1'-0"

NOTE: THE ABOVE PLAN PROVIDES STAFF AND SUPPORT SPACE TO MEET THE PROJECTED 20 YEAR NEEDS OF THE SOUTHPORT POLICE DEPARTMENT

MOSELEYARCHITECTS

SOUTHPORT POLICE HEADQUARTERS - RENO HISTORIC COURTHOUSE

SOUTHPORT, NC

BUDGET ESTIMATE - 2044 Needs

February 7, 2025

Since we have no control over the cost of labor and materials, current market conditions, or competitive bidding, we cannot guarantee the accuracy of this estimate of probable construction costs.

CONSTRUCTION COSTS

Two Story Building Renovation	9,780 SF @	\$360.00	\$3,520,800
Site work (no off-site improvements)	0.5 AC @	\$200,000	\$100,000
Construction Cost Subtotal		\$370.22	\$3,620,800

OTHER COSTS

Misc Building Systems

Furniture Allowance (\$30 PSF)	\$293,400
Graphics & Signage (\$1.25 PSF)	\$12,225
Voice and data systems (\$6 PSF)	\$58,680
Appliances - 3 refrigerator, 2 microwaves, 2 coffee pots	\$14,000

Site Improvements

Permitting and Utility Connection Allowance	\$25,000
Utility Relocation Costs	Not included
Environmental mitigation cost	Not included
Legal/ILA, Plans and closing fees	Not included
Property Acquisition Allowance	Not included
Legal Expenses	Not included
Financing Expenses	Not included

Design soft costs

Architectural/Engineering Services	\$440,000
Boundary and Topographic Survey	included in A/E services cost

Construction soft costs

Moving Expenses Allowance	\$20,000
Geotech/const materials testing	\$27,156
Special/third party inspect (0.75% of constr cost)	\$27,156

Other Costs Subtotal	\$917,617
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Project Cost Subtotal	\$4,538,417
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Contingency (10%)	\$454,000
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TOTAL	\$4,992,417
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Old City Hall Update

Chief Coring and Engineer Tom Zilinek met with Moseley on January 21st for a building walkthrough. Moseley had never been in the building due to the recently abated environmental concerns. During the walkthrough, Moseley determined the building had sufficient capacity for current and future Police needs. They have prepared a preliminary drawing and cost estimate for the Police use.

Moseley Preliminary Space Needs Report for Police

Space needs for current, 2028, 2033, and 2044 are as follows:

Current	2028	2033	2044
7151 SF	7594 SF	8428 SF	8658 SF

- These space needs include a 35% internal circulation factor
- They also include an 800 SF sallyport that is not part of the existing building but can be constructed behind the building if required

Taking out the Sallyport square footage reduces the space needs to:

Current	2028	2033	2044
6351 SF	6794 SF	7628 SF	7858 SF

- These space needs include a 35% internal circulation factor

Old City Hall is approximately 8500 sf

Moseley space needs includes both a training room and a 30 seat multi-purpose room.

These spaces will be the court room which will also be the Board of Alderman, Planning Board, and Board of Adjustment as well as other committee meeting rooms.

Other Old City Hall Government Use

Moseley Preliminary Space Needs Report for Administration

Space needs for current, 2028, 2033, and 2044 are as follows:

Current	2028	2033	2044
7769 SF	8466 SF	8822 SF	8887 SF

- These space needs include a 35% internal circulation factor

Old City Hall is approximately 8500 sf and that includes approximately 1800 SF of Courtroom. Leaving 6700 SF of Office Space.

City of Southport ABC Board Minutes

Date: Feb 12th 2024, Minutes taken by: Harold Todd Dunn

Location: Southport ABC Store

Quorum determined: Meeting called to order by Chairman Davis at: 2pm

No Conflict of interest

In Attendance: Board Chairman- William Davis, Board Members – Zach Zuehlke , Adam Steadman, Jim Poppe GM – Harold Todd Dunn , Assistant Manager – Nadine Del Pezzo ABC Liaison -Frank Lai

Absent: None

Open Comment and Discussion – None

Approval of 1/8/24 Minutes: Minutes amended, approved by Angela and seconded by Zach

1. Old Business

- A. Discussed and approved getting wall repaired
- B. Discussed options for shades on windows will continue to look for solution

2. New Business

- A. Approved GM and Asst Manager attending Conference in March
- B. Discussed that it's time to start discussing raises will put together some proposed raises
- C. Discussed cleaning lady and possibly having an employee do cleaning instead of outsourcing
- D. Phone Conference with Edwin from Commission to discuss Performance Review an answer any questions
- E. Discussed and approved to move meetings to 4pm on 2nd Wednesday of each month.

3. Business Reports

Presented Monthly Sales Report

4. Employee Issues.

No Employee Issues

Adjourned: Motion was made and seconded to adjourn the meeting

Next Regular meeting: Mar 12th 2025 at 4pm at Southport ABC Store

APPROVED BY AND DATE

MARCH 2025 SALES DATA COMPARISON AND SAVINGS

SALES TYPE	2024 Sales	2025 Sales	DIFFERENCE	% CHANGE
RETAIL	\$ 347,463.70	\$ 347,644.70	\$ 181.00	0.05
MXB SALES	\$ 142,125.15	\$ 120,005.13	\$ (22,120.02)	-15.56
TOTAL	\$ 489,588.85	\$ 467,649.83	\$ (21,939.02)	-4.48
Customers	8634	8263	-371	-4.30
Bottles Sold	25,416	25,205	(211)	-0.83
PAYROLL EXPENSES	\$ -	\$ -	\$0	#DIV/0!
Credit Cards	\$ -	\$ 320,600.55		
TOTAL SALES INC. TAX	\$ -	\$ 371,987.72		
	2019 Sales	2025 Sales	Difference	
Retail 2019	\$ 237,423.65	\$ 347,644.70	110,221.05	46.42
MXB 2019	\$ 55,640.53	\$ 120,005.13	64,364.60	115.68
	\$ 293,064.18	\$ 467,649.83	174,585.65	59.57
SALES TYPE	2020 SALES	2025 Sales	DIFFERENCE	% CHANGE
RETAIL	\$ 337,787.90	\$ 347,644.70	\$ 9,856.80	2.92
MXB SALES	\$ 37,731.18	\$ 120,005.13	\$ 82,273.95	218.05
TOTAL	\$ 375,519.08	\$ 467,649.83	\$ 92,130.75	24.53
SALES TYPE	2021 Sales	2025 Sales	DIFFERENCE	% CHANGE
RETAIL	\$ 323,646.35	\$ 347,644.70	\$ 23,998.35	7.41
MXB SALES	\$ 93,657.38	\$ 120,005.13	\$ 26,347.75	28.13
TOTAL	\$ 417,303.73	\$ 467,649.83	\$ 50,346.10	12.06
SALES TYPE	2022 Sales	2025 Sales	DIFFERENCE	% CHANGE
RETAIL	\$ 330,698.45	\$ 347,644.70	\$ 16,946.25	5.12
MXB SALES	\$ 111,551.05	\$ 120,005.13	\$ 8,454.08	7.58
TOTAL	\$ 442,249.50	\$ 467,649.83	\$ 25,400.33	5.74
SALES TYPE	2023 Sales	2025 Sales	DIFFERENCE	% CHANGE
RETAIL	\$ 363,034.30	\$ 347,644.70	\$ (15,389.60)	-4.24
MXB SALES	\$ 129,731.80	\$ 120,005.13	\$ (9,726.67)	-7.50
TOTAL	\$ 492,766.10	\$ 467,649.83	\$ (25,116.27)	-5.10

Southport Parks and Recreation Department

March 2025 Monthly Report

Before and Afterschool

Monday – Friday 7:00am – 5:30pm

Basketball

Youth Basketball Games were held every Monday, Tuesday and Thursday evenings through mid March.

Senior Activities

Senior Preventative Exercise

No impact stretching held at the Senior Building every MWF at 9AM

Senior Crafts

Craft classes are held every Monday at 10AM at the Senior Building

Saturday Morning

Seniors meet every Saturday morning for coffee and light breakfast at the building for fellowship.

Senior Luncheon

Potluck lunch is held on the 2nd Wednesday of every month.

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Fitness Classes

Martial Arts

Held at the Jaycee Building Tuesdays at 4:30pm

Core & Body Sculpting

Held at the Jaycee Building Tuesday at 8:30am and Wednesdays at 5:30PM

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Buildings and Facilities Utilized and Rented out by Parks and Recreation

Franklin Square Park	Caviness Park	Historic Riverwalk
City Pier	Ft. Johnston Tennis Courts	Lowe/White Park
Kinglsey Park	City Gym	Garrison Lawn
Central Office	Jaycee Building	Keziah Park
Waterfront Park	Ft. Johnston Playground	Senior Building
Riverwalk Gazebo	City Dock	Bay Street Overlook
Atlantic Street Park	Taylor Field Park	Kayak Launch

- Staff traveled to St. James to see their croquet courts and learn more about the sport for potential location in Southport.
- Youth Basketball games continued in the month of March. The season finished mid-March with a single elimination tournament. Games were held Monday, Tuesday, and Thursday from 5:30pm – 9:30 pm thru mid-March. We have 23 teams. Ages are 5 – 17.
- Met weekly with FEMA regarding flooding damage to the PR office building from PTC8 in September 2024. It appears FEMA will cover new flooring, kitchen cabinets, stove, and 5 computers used for our afterschool and summer camp program.
- Attended a virtual conference on Inclusive Recreation March 12 – 13.
- Finalized options and cost estimates with Open gov regarding their maintenance work order system and modules available to help with preventative maintenance and record keeping and future maintenance and CIP planning for the parks and Recreation department.
- Met with Mary Beth Livers and Max from the Brunswick Arts Council on painting the mural on the back of the city gym.
- Teacher workday was held Monday March 10th and Monday March 31st, 2025.
- Michael McGhee attended a pesticide licensing class in Raleigh on March 19th.
- Completed a new rental permit form for Franklin Square Park. It requires a park plan to be submitted with application and a pre-event walk through.
- Renovations are being completed at Caviness Park. The outdoor basketball courts behind the city gym and Caviness Park have been resurfaced and painted. Repairs on the boardwalk at Lowe White Park were completed this month.

MEMORANDUM

To: Southport Parks and Recreation Advisory Committee

From: Heather Hemphill, Director of Parks and Recreation

Date: March 25, 2025

Re: Recreation Advisory Committee Meeting

The Southport Parks and Recreation Advisory Committee meeting will be held on **Tuesday March 25, 2025 at the Parks and Recreation office at 209 North Atlantic in Southport.**

AGENDA

1. Call to order – Chairman
2. Public Comment
3. Board Liaison Comments
4. Approval of minutes from February 18, 2025 meeting
5. Report by Director
6. Old Business
 - A. Presentation on the game of croquet and court design/maintenance costs.
 - B. Franklin Square Park rental permit form
7. New Business
8. Adjourn

Southport Parks and Recreation February 18 2025

Emma Thomas (Recreation Advisory Committee Chair) called the meeting to order at 6:04 PM.

The Parks and Recreation Advisory Committee each introduced themselves to the public in attendance. Andrew Brosche introduced himself as a new member of the Parks and Recreation Advisory Committee.

P&R Advisory Committee members present: Warren Whitley, Andrew Brosche, Roberta Doshier, Keren Boyan, Emma Thomas. (P&R Advisory Committee members absent: Stephanie Jackson and Eddy Davis)

Southport City Staff: Heather Hemphill, Parks and Recreation Director and Michael McGhee, Park Maintenance Supervisor.

Liaison: City of Southport Alderman Lowe Davis.

Public Comments:

Dave Filios, (St. James resident) 910-253-9418 and Trisha and Bruce Bonard, (Southport residents) spoke during public comments about croquet and introduced the idea of croquet and if it would be possible for Southport to have and build a public court. They suggested croquet would be good for all ages. They also suggested perhaps in Taylor Field Park.

Dave Filios stated that croquet requires a flat lawn and needs a well-maintained surface. One court size/measurement of 90x110. They suggested Taylor Field Park might have enough room for approximately 4 fields in the center open space field. Equipment needed to properly maintain croquet court: a certain type of mower to cut the proper grass height, grass seeding and possibly irrigation. Dave Filios invited the parks and recreation director and committee member to come and see the croquet courts in St. James, as a possible field trip.

Trisha Bonard mentioned at St. James they offered several demo days to introduce croquet to the community. The St. James community provided much of the labor to build the first court.

Alderman Davis suggested that they (Dave Filios and the Bonard's) come to the next aldermen's meeting and make their pitch for a croquet court in a Southport Park (to the aldermen).

Emma suggested that the Bonard's and Dave Filios reach out to Heather Hemphill (Southport Parks and Recreation Director) first to set up a meeting to discuss their interest in having croquet court in the Southport. Heather is the first point of contact for the Southport Parks and Recreation. Emma also welcomed the group to come back and make a formal presentation to the Parks and Recreation Advisory Committee first before going any further. Also, suggested setting up clinics to see what the interest would be from the Southport residents/citizens before going any further on discussion of the interest in building a croquet court in a Southport park.

Dave Filios mentioned that on June 2nd St. James would be hosting croquet for the Brunswick County Special Olympics.

Emma closed Public Comments and official welcomed Andrew Brosche as a member of the Southport Parks and Recreation Advisory Committee. We are excited to have Andrew to join us and look forward to having him the committee.

Southport Board of Alderman Liaison Comments: Alderman Lowe Davis

- Alderman Davis reminded Advisory Committee to continue taking pictures of Kinsley Park - the current parking area and public usage of Kinsley Park.
- A suggestion was made to use a possible trail camera to observe the usage of the dock and parking.
- City right of way to incorporated for more parking at Kinsley Park. Alderman Davis said that the property owner of 416 East Bay, has taken in the city right of way by fencing the right away in to the property. She stated that adding a parking area in the city right of way may allow for more proper drainage for the property.
- Alderman Davis discussed the shoreline restoration pointing out some of neighbors are willing to pay for their own shoreline restoration along their property.
- The City of Southport budget session has been postponed in February to a later date.

Minutes approved 5-0

Parks and Recreation Director's report:

- Southport Parks and Recreation capital improvements projects are itemized in Parks and Recreation Director Heather Hemphill's request at the guidance of the current finance manager and previous city manager.
- Suggestion - community needs adult activities, tennis, 5-ks, walking clubs
- It was suggested that the Parks and Recreation Advisory Committee take field trip to visit all of the parks and facilities under Parks and Recreation to discuss connectivity through the city parks and facilities.
- On January 9th, the Board of Aldermen approved the Recreation Advisory Committee's recommendations as presented for Franklin Square Park.
- The City of Southport Summer concert series to be held on Thursday nights from 6:00 pm to 8:00 pm on the Franklin Square Park permanent stage. The public has express excitement that the concerts are returning to Franklin Square Park.
- The 2025/2026 Parks and Recreation budget has been turned in per city manager's request.
- \$50,000 has been recommend in the 2025-2026 budget for Franklin Square Park for continued maintenance and improvements.
- Heather is looking into Golden Leaf foundation for grants opportunities.
- A PARTIF grant application would not be possible for 2026 grant funding cycle.
- The kayak launch final report has been prepared for reimbursement from DCM.
- Heather Hemphill, Southport Parks and Recreation Director has met with FEMA about the flooding in the Recreation Building caused by PCT#8. The city of Southport will pay for repairs and then request refund from FEMA.

Old Business:

- Franklin Square Park Update: maintenance recommendations, repairs have started on the stage, replaced the siding on the stage, 2x6 replaced on stage, updated the receptacles, lattice replaced with 1X4 boards on stage.
- All mulch left by Barlett tree work has been utilized in FSP. Bianchi will donate mulch to be used in Franklin Square Park.
- Fencing around the 4 sisters trees behind Franklin Square Art Gallery to be installed.
- Heather Hemphill, Parks and Recreation Director meeting with Todd Coring, Southport Police Chief about handicapped and golf cart parking future needs in Franklin Square Park.
- City of Southport Fire Department to remove the old generator.
- Southport Public Works to repaint cross walks that connect to Franklin Square Park.
- Large security light in FSP has been removed. City of Southport Electrical Superintendent working on other lights in FSP per city ordinance.
- Pressure washing the back of the city gym has been completed. Franklin Square Park stage repairs have been completed.
- Outer Banks Tennis Company to resurface the outdoor basketball court behind the city gym and in Caviness Memorial Park possibly in early March.
- 2 Spigots have been removed in Franklin Square Park.

New Business:

- Franklin Square Park event rental form will cover what events can take place in FSP along with rules and usage.
- Applicants will be required to present Parks and Recreation Director, Heather Hemphill with an event layout to document the event usage. Each applicant will be required to do a pre-event walk through with the Parks and Recreation Director.
- Roberta asked about the life ring that used to be on Bay Street. The Ralph Hilger Foundation is the contact person for the life ring station. Michael McGhee said the life rings were removed because the Coast Guard did not certify them.

Motion to adjourn: Approved 5-0

Southport Parks and Recreation Department February 2025 Monthly Report

Before and Afterschool

Monday – Friday 7:00am – 5:30pm

Basketball

Youth Basketball Games were held every Monday, Tuesday and Thursday evenings.

Senior Activities

Senior Preventative Exercise

No impact stretching held at the Senior Building every MWF at 9AM

Senior Crafts

Craft classes are held every Monday at 10AM at the Senior Building

Saturday Morning

Seniors meet every Saturday morning for coffee and light breakfast at the building for fellowship.

Senior Luncheon

Potluck lunch is held on the 2nd Wednesday of every month.

Fitness Classes

Martial Arts

Held at the Jaycee Building Tuesdays at 4:30pm

Core & Body Sculpting

Held at the Jaycee Building Tuesday at 8:30am and Wednesdays at 5:30PM

Buildings and Facilities Utilized and Rented out by Parks and Recreation

Franklin Square Park
City Pier
Kinglsey Park
Central Office
Waterfront Park
Riverwalk Gazebo
Atlantic Street Park

Caviness Park
Ft. Johnston Tennis Courts
City Gym
Jaycee Building
Ft. Johnston Playground
City Dock
Taylor Field Park

Historic Riverwalk
Lowe/White Park
Garrison Lawn
Keziah Park
Senior Building
Bay Street Overlook
Kayak Launch

- Staff traveled to St. James to see their croquet courts and learn more about the sport for potential location in Southport.
- Youth Basketball games continued in the month of February. Games were held Monday, Tuesday, and Thursday from 5:30pm – 9:30 pm thru mid-March. We have 23 teams. Ages are 5 – 17.
- Met weekly with FEMA regarding flooding damage to the PR office building from PTC8 in September 2024. It appears FEMA will cover new flooring, kitchen cabinets, stove, and 5 computers used for our afterschool and summer camp program.
- Attended webinar on 2/26/25 on inclusive recreation sponsored by Playcore
- Met with Open gov regarding their maintenance work order system and modules available to help with preventative maintenance and record keeping and future maintenance and CIP planning.
- Met with Brett McKeithan, 4th of July activities coordinator, regarding the Children's Games.
- Teacher workday was held Friday, February 21, 2025.
- Michael McGhee attended a park maintenance workshop in Goldsboro on February 24th.
- Completed a new rental permit form for Franklin Square Park. It requires a park plan to be submitted with application and a pre-event walk through.

Southport Parks & Recreation Summer Camp

Calling all Kindergarten – 6 Grade Adventures!

Join us for Crafts, Movies, Skating at Scooters, Swimming at BCC, Jungle Rapids, Bowling, Sports Games, Karaoke Singing and Talent Shows.

Limited Spots Available, Reserve Yours Today!

Register today at 209 North Atlantic Avenue.

The cost for this camp is Residents \$90 per week

Non-Residents \$115 per week.

Camp Dates June 2-August 15

Hours 7am-5pm

If you have any questions or need more information, call us at:

910-457-7945

910-457-7810



Southport Parks & Recreation's

Easter Egg Hunt

Parents,

It's time for our annual Easter Egg Hunt on Saturday, April 12th, 2025, in Franklin Square Park for ages 5-13 and the Garrison Lawn for ages 4 and under. This event will begin at 10am in Franklin Square Park. Immediately following will be the 4 and under Easter Egg Hunt on the Garrison Lawn. There will be over 1,000 eggs and candy combined, including our Golden Eggs for special prizes. Also join our Easter Bunny for a Hayride around Waterfront Park.



Hope to see you there!!!

If you have any questions call 910-457-7945 or 910-279-3331

Southport Parks & Recreation

Spring Break Camp



Come join us for a week of fun at Scooters Skating, Swimming 1pm -4pm, April 21st -25th, we will be open from 8am – 5pm. We will also be working on crafts each day. A bag lunch and snacks are required each day. The cost of this event is \$100 per child. If you need more information call 910-279-3331. Space is limited!



Development Services Highlights – April 2025

Planning Board: The Southport Planning Board met for their regularly scheduled meeting on March 20, 2025.

Items covered included:

- Staff initiated zoning text amendment to Article 6 Stormwater Regulations was presented by Tom Zilinek to the full board. The amendment was sent to the UDO review committee to continue the conversation with Staff and refine the language. The amendment will come back to the full Planning Board for recommendation to the Board of Aldermen.
- Staff initiated zoning text amendment to update the UDO for compliance with General Statutes 160D Local Planning and Development Regulation. A public hearing for this amendment will be held at the May 8, 2025, Board of Aldermen meeting.

The next meeting of the Planning Board is scheduled for April 17, 2025. No new development applications are scheduled for the Planning Board's agenda. To date, the agenda will include an applicant-initiated text amendment to the UDO and a conditional rezoning application.

Zoning Board of Adjustment: The Board of Adjustment met for their regularly scheduled meeting on March 25, 2025.

Items covered included:

- Special Use Permit Application – Accessory Dwelling Unit at 218 W St George Street. The permit was approved.
- Variance Application – Home2 Suites Hotel for property located off of J Swain Boulevard on Eason Street requesting a height variance approved by the Fire Chief per UDO requirements and site location variance. The variance was approved. A major site plan will be submitted for Planning Board review in the near future.

The next meeting of the Board of Adjustment is April 22, 2025. The agenda for this meeting includes two (2) applications for a special use permit for accessory dwelling units and Board training.

Historic Preservation Commission: The HPC met on April 2, 2025, for their regularly scheduled meeting. The agenda included a review of the local historic district map and the local district report. The HPC approved a slight change in the boundary of the district to remove two areas on the periphery of the district that do not include contributing structures. The local historic district boundary and local district report will be sent to the State Historic Preservation Office (SHPO) for review and comment once the final document is finalized in the coming weeks. Upon review and

comment by the SHPO, the HPC will adopt the local historic district, and it will be sent to the Planning Board as a zoning overlay district.

The UNC School of Government is holding an online workshop **on April 30, 2025**, focusing on the Historic Preservation Commission and preservation staff. It will cover the authority for local historic districts, the role of the historic preservation commission, and the process for deciding certificates of appropriateness. The HPC will attend, and this training will replace the May 7, 2025, regular meeting. The meeting change will be advertised.

Forestry Committee:

The Annual Arbor Day Celebration will be held at 11am on Friday, April 25, 2025, at Franklin Square Park. There will be speakers, musicians, and treats.

The next meeting of the Forestry Committee is April 8, 2025.

Code Enforcement:

The property owners at 416 E Bay Street have been issued their final notice of violation. This notice clearly outlines the actions the City will initiate if the property owner fails to rectify the violation.

Rights-of-way hardened structure courtesy letters were sent the last week of January. Code enforcement staff are fielding calls with questions and meeting with concerned citizens. No violations have been issued, and property owners have until June 12, 2025 (6 months from the day of adoption) to remove identified structures. Landscape companies have been sent the press release and ordinance language to ensure information and resources are available.

Code enforcement officers continue to proactively correct violations prior to sending formal notices of violation. In an effort to assist, literature and other courtesy notifications outlining code references for issues observed on properties throughout the city are distributed to citizens. These notifications are not violations. If issues are not remedied after initial contact, a case is opened, and a formal notice of violation is issued to the property owner.

Other Notes:

The Comprehensive Plan was distributed to the Division of Coastal Management for state review in late February after minor edits to the plan. Per communication from Mike Christenbury, District Planner, he anticipates having his review and comments to the city by April 30, 2025.

On March 26, 2025, a kickoff meeting for the Multimodal Acceleration Plan was held with Staff, Kittleson and Associates, and NCDOT representatives. The plan funded by a multimodal grant from NCDOT will help create a comprehensive and connected multimodal network with project-ready opportunities.

The sidewalks at the Preserve at Fisher Landing are complete and the bond will be released.

Staff continue to assist citizens with questions regarding signs, zoning, minor subdivisions, minor and major site plans, CAMA Minor Permits, tree permits, special flood hazard areas, text and map amendments, and any other items that come to the Department.