# Town of Holden Beach
# Board of Commissioners
## Regular Meeting

**Tuesday, November 17, 2026**
5:00 PM

Holden Beach Town Hall
Public Assembly

**TOWN OF HOLDEN BEACH**
**BOARD OF COMMISSIONERS' REGULAR MEETING**
**HOLDEN BEACH TOWN HALL – PUBLIC ASSEMBLY**
**TUESDAY, NOVEMBER 17, 2026 - 5:00 P.M.**

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1. Invocation
2. Call to Order/ Welcome
3. Pledge of Allegiance
4. Agenda Approval
5. Public Comments on Agenda Items
6. Consent Agenda Items
    a. Police Report (Pages 1 – 6)
    b. Inspections Department Report (Pages 7 – 10)
    c. Finance Department Report (Pages 11 – 16)
    d. Public Works Department Report (Pages 17 – 19)
7. Annual Monitoring Report Results – Fran Way, Applied Technology and Management (Assistant Town Manager Ferguson) (Pages 20 – 38)
8. Annual Parking Report – Jim Varner and Mark Stracuzza, Otto Connect (Town Clerk Finnell) (Pages 39 – 52)
9. Consideration and Possible Action on Draft Final Concepts for the Block Q/Jordan Boulevard Area Master Plan – Michael Norton and Mike Norris, McGill Associates (Assistant Town Manager Ferguson) (Pages 53 – 68)
10. Discussion and Possible Action on Collaboration with Universities Concerning the Pier Property – Assistant Town Manager Ferguson (Pages 69 – 71)
11. Discussion and Possible Action Approving the Reclassification of a Police Officer Position to Police Sergeant – Police Chief Barger (Pages 72 – 76)

12. Discussion and Possible Action on Approving Ordinance 26-09, An Ordinance Amending Ordinance 26-03, The Revenues and Appropriations Ordinance for Fiscal Year 2026 – 2027 (Amendment No. 4, Central Reach Project Reimbursement from Brunswick County) – Town Manager Chadwick and Finance Director McRainey (Pages 77 – 78)

13. Town Manager's Report – Town Manager Chadwick

14. Public Comments on General Items

15. Mayor's Comments

16. Board of Commissioners' Comments

17. Closed Session Pursuant to North Carolina General Statute 143-318.11(a)(3), To Consider the Qualifications, Competence, Performance of a Public Officer or Employee

18. Adjournment

*** Visit https://www.youtube.com/@townofholdenbeach/streams to watch the livestream of the meeting. Public comments can be submitted to heather@hbtownhall.com prior to 12:00 p.m. on November 17, 2026.**

**Holden Beach Police Department**

110 Rothschild St
Holden Beach, NC 28462
www.hbtownhall.com

Phone: 910-842-6707
Fax: 910-846-6907
hbpd@hbtownhall.com

HBPD-Calls For Service (October 2026) Printed on November 3, 2026

| Descriptions | | Totals |
|---|---|---|
| 911 Hang Up (911HU) | 2 | 2 |
| Administrative Call | 2 | 2 |
| Alarm (SIG45 Signal 45) | 12 | 12 |
| Alarm (SIG45 Signal 45); Call By Phone (10-21Law x21L) | 1 | 1 |
| Allergies or Envenomations [Charlie] | 1 | 1 |
| Allergies or Envenomations [Delta] | 1 | 1 |
| Animal Control Call | 6 | 6 |
| Attempt to Locate (ATL) | 6 | 6 |
| Call By Phone (10-21Law x21L) | 15 | 15 |
| Careless & Reckless (C&R) | 2 | 2 |
| Chase or Pursuit (10-43 x43); Traffic Control (10-58 x58); Stopping Vehicle (10-61 x61) | 1 | 1 |
| Chest Pain or Discomfort [Charlie] | 1 | 1 |
| Chest Pain or Discomfort [Delta] | 1 | 1 |
| Coastal Water Rescue [Delta] | 1 | 1 |
| Coastal Water Rescue (Multiple) [Delta] | 1 | 1 |
| Disabled Motorist (10-87 x87) | 3 | 3 |
| Disturbance or Disorderly Subject | 2 | 2 |
| Domestic Disturbance (10-82 x82) | 2 | 2 |
| Drunk Driver (10-55 x55) | 1 | 1 |
| Escort or Convoy (10-59 x59) | 1 | 1 |

| Descriptions | | Totals |
|---|---|---|
| Falls | 1 | 1 |
| Fire Alarm [Bravo]; Attempt to Locate (ATL) | 1 | 1 |
| Hemorrhage - Lacerations; Disturbance or Disorderly Subject | 1 | 1 |
| Improperly Parked Vehicle (10-70 x70) | 22 | 22 |
| Information or Message Delivery (10-14 x14) | 2 | 2 |
| Investigation (Law) | 3 | 3 |
| Keys In Vehicle or Lockout | 4 | 4 |
| Lost or Found Property | 8 | 8 |
| Meet with Complainant (10-83 x83) | 8 | 8 |
| Meet with Complainant (10-83 x83); Investigate Narcotics Activity (Signal 49 SIG49 10-98 x98) | 1 | 1 |
| Meet with Subject or Officer (10-25 x25) | 3 | 3 |
| Noise Complaint | 2 | 2 |
| Open Door | 1 | 1 |
| Psychiatric or Abnormal Behavior [Charlie] | 1 | 1 |
| Service Call [Alpha] | 2 | 2 |
| Service Call [Alpha]; Water or Sewer Problems | 1 | 1 |
| Shots Fired (10-96 x96) | 1 | 1 |
| Sick Person [Alpha] | 1 | 1 |
| Sick Person [Delta] | 1 | 1 |
| Single Residential Structure Fire [Echo] | 1 | 1 |
| Special Check - Business - Residence (10-79 x79) | 518 | 518 |
| Special Operations Assignment (Signal 55 SIG55) | 3 | 3 |
| Stopping Vehicle (10-61 x61) | 28 | 28 |

| Descriptions | | Totals |
|---|---|---|
| Stroke or TIA [Charlie] | 1 | 1 |
| Suspicious Vehicle or Subject (10-60 x60) | 12 | 12 |
| Take Written Report (10-92 x92) | 2 | 2 |
| Traffic Accident (Property Damage Only 10-50PD x50PD) | 1 | 1 |
| Traffic Control (10-58 x58) | 2 | 2 |
| Unconscious or Fainting [Charlie] | 1 | 1 |
| Unconscious or Fainting [Delta] | 1 | 1 |
| Unit Busy at Location (10-6 x6) | 4 | 4 |
| Water or Sewer Problems | 2 | 2 |
| Welfare Check | 1 | 1 |
| | 4 | 4 |
| **Totals** | 707 | 707 |

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| Reported | Case Number | Address | Offenses | Disposition |
|---|---|---|---|---|
| 10/02/26 12:50 | HBP26-00106 | 1326 OCEAN BLVD W | 14-112.2(C) - EXPLOIT DISABLE/ELDER CAPACITY | Further Investigation |
| 10/15/26 13:21 | HBP26-00108 | 157 HIGHPOINT ST | 14-100 - ATT OBTAIN PROP FALSE PRETENSE | Further Investigation |
| 10/19/26 12:16 | HBP26-00109 | 119 DAVIS ST | 14-160 - INJURY TO PERSONAL PROPERTY | Case Report Created |
| 10/23/26 13:21 | HBP26-00110 | 363 OCEAN BREEZE | 90-95(H)(4C) - TRAFFICKING IN FENTANYL; LOST/FOUND PROPERTY | Closed - Forward to Other Agency |

**Total Records: 4**

4

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HBPD-Ordinance Violations (October 2026) Printed on November 3, 2026

| Date | Citation/Warning | Ordinance | Style |
|---|---|---|---|
| 10/01/26 | Warning | Parking - Non-LSV in LSV Only Area | PK - Pickup |
| 10/03/26 | Warning | Parking - Roadway/Travel Lane | PK - Pickup |

**Total Records: 2**

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HBPD-State Citation (October 2026)

Printed on November 4, 2026

| Date | Ticket # | Statutes/Charges | Style |
|---|---|---|---|
| 10/12/26 | 0999J52 | 20-7 - AID & ABET OPERATORS LIC VIOL | Car |
| 10/13/26 | 0927J53 | 20-7(A) - NO OPERATORS LICENSE | Car |
| 10/21/26 | 0927J54 | 20-7(A) - NO OPERATORS LICENSE | Truck |
| 10/23/26 | 1143J02 | 20-158(B)(1)(3) - FAIL STOP STOPSIGN/FLSH RED LT | Car |

**Total Records: 4**

# Permit Report

**10/01/2026 - 10/31/2026**

| Issued Date | Permit # | Permit Type | Project Cost | Total Fees | Total Payments |
|---|---|---|---|---|---|
| 10/1/2026 | 260674 | Addition | 1,500 | $125.00 | $125.00 |
| 10/1/2026 | 260675 | Repair | 5,500 | $125.00 | $125.00 |
| 10/1/2026 | 260676 | Repair | 750 | $125.00 | $125.00 |
| 10/5/2026 | 260677 | Repair | 14,330 | $153.97 | $153.97 |
| 10/5/2026 | 260678 | Repair | 70,000 | $680.00 | $680.00 |
| 10/6/2026 | 260679 | Addition | 25,501 | $354.51 | $354.51 |
| 10/6/2026 | 260680 | Zoning | 50 | $50.00 | $50.00 |
| 10/6/2026 | 260681 | Addition | 39,875 | $483.88 | $483.88 |
| 10/6/2026 | 260682 | Repair | 39,713 | $382.42 | $382.42 |
| 10/7/2026 | 260683 | Addition | 67,000 | $688.00 | $688.00 |
| 10/7/2026 | 260684 | Repair | 38,870 | $424.83 | $424.83 |
| 10/8/2026 | 260685 | No Permit Required | 3,000 | | |
| 10/9/2026 | 260686 | Zoning | 25 | $25.00 | $25.00 |
| 10/9/2026 | 260687 | Demolition | 350 | $350.00 | $350.00 |
| 10/9/2026 | 260688 | Mechanical | 10,990 | $100.00 | $100.00 |
| 10/9/2026 | 260689 | Mechanical | 9,090 | $100.00 | $100.00 |
| 10/9/2026 | 260690 | Mechanical | 6,575 | $100.00 | $100.00 |
| 10/9/2026 | 260691 | Bulkhead | 46,850 | $446.65 | $446.65 |
| 10/12/2026 | 260692 | Zoning | 25 | $25.00 | $25.00 |
| 10/12/2026 | 260693 | Electrical | 3,600 | $175.00 | $175.00 |
| 10/12/2026 | 260694 | Swimming Pool | 25,700 | $406.30 | $406.30 |
| 10/13/2026 | 260695 | Repair | 26,725 | $265.53 | $265.53 |
| 10/13/2026 | 260696 | Substantial Improvement | 630,000 | $6,355.00 | $6,355.00 |
| 10/13/2026 | 260697 | Repair | 97,000 | $1,308.00 | $1,308.00 |
| 10/15/2026 | 260698 | Electrical | 2,500 | $100.00 | $100.00 |
| 10/15/2026 | 260699 | Repair | 39,900 | $434.10 | $434.10 |
| 10/15/2026 | 260700 | No Permit Required | 9,000 | | |
| 10/15/2026 | 260701 | Electrical | 875 | $100.00 | $100.00 |
| 10/16/2026 | 260702 | Mechanical | 9,090 | $100.00 | $100.00 |
| 10/16/2026 | 260703 | Mechanical | 8,250 | $100.00 | $100.00 |
| 10/16/2026 | 260704 | Mechanical | 8,350 | $100.00 | $100.00 |
| 10/16/2026 | 260705 | Walkway | 5,387 | $125.00 | $125.00 |
| 10/16/2026 | 260706 | Mechanical | 7,600 | $100.00 | $100.00 |
| 10/16/2026 | 260707 | Gas | 2,217 | $100.00 | $100.00 |
| 10/16/2026 | 260708 | Electrical | 12,000 | $200.00 | $200.00 |
| 10/16/2026 | 260709 | Single Family Construction | 450,000 | $10,140.57 | $10,140.57 |
| 10/19/2026 | 260710 | Plumbing | 0 | $200.00 | |

| | | | | | |
|---|---|---|---|---|---|
| 10/19/2026 | 260711 | Electrical | 2,500 | $175.00 | $175.00 |
| 10/20/2026 | 260712 | Electrical | 2,311 | $100.00 | $100.00 |
| 10/21/2026 | 260713 | No Permit Required | 13,000 | | |
| 10/21/2026 | 260714 | Addition | 89,000 | $1,386.00 | $1,386.00 |
| 10/21/2026 | 260715 | Fence | 50 | $50.00 | $50.00 |
| 10/21/2026 | 260716 | Bulkhead | 20,900 | $213.10 | $213.10 |
| 10/22/2026 | 260717 | Plumbing | 1,600 | $200.00 | $200.00 |
| 10/22/2026 | 260718 | Mechanical | 9,455 | $100.00 | $100.00 |
| 10/22/2026 | 260719 | Addition | 18,000 | $237.00 | $237.00 |
| 10/22/2026 | 260720 | Electrical | 1,400 | $175.00 | $175.00 |
| 10/22/2026 | 260721 | Zoning | 50 | $50.00 | |
| 10/23/2026 | 260722 | Fence | 50 | $50.00 | $50.00 |
| 10/26/2026 | 260723 | Repair | 29,000 | $286.00 | $286.00 |
| 10/26/2026 | 260724 | Repair | 21,900 | $222.10 | $222.10 |
| 10/26/2026 | 260725 | Repair | 25,800 | $257.20 | $257.20 |
| 10/27/2026 | 260726 | Single Family Construction | 650,000 | $8,256.32 | $8,256.32 |
| 10/27/2026 | 260727 | Mechanical | 8,873 | $100.00 | $100.00 |
| 10/27/2026 | 260728 | Mechanical | 7,548 | $100.00 | $100.00 |
| 10/27/2026 | 260729 | Mechanical | 9,010 | $100.00 | $100.00 |
| 10/28/2026 | 260730 | Repair | 49,500 | $570.50 | $570.50 |
| 10/29/2026 | 260731 | Renovation | 80,000 | $1,255.00 | $1,255.00 |
| 10/29/2026 | 260732 | Boat Lift | 8,000 | $169.00 | |
| 10/30/2026 | 260733 | Electrical | 2,800 | $100.00 | $100.00 |
| 10/30/2026 | 260734 | Mechanical | 19,600 | $200.00 | $200.00 |
| 10/30/2026 | 260735 | Electrical | 2,145 | $100.00 | |
| | | | $2,790,680.00 | $39,500.98 | $38,981.98 |

**PERMIT SUMMARY REPORT**

**COMMERCIAL**

| | |
|---|---|
| Count | 0 |
| Total Fees | $0.00 |
| Fees Paid | $0.00 |
| Total Project Cost | $0.00 |

**RESIDENTIAL**

| | |
|---|---|
| Count | 62 |
| Total Fees | $39,500.98 |
| Fees Paid | $38,981.98 |
| Total Project Cost | $2,790,680.00 |

**TOTAL**

| | |
|---|---|
| Count | 73 |
| Total Fees | $39,500.98 |
| Fees Paid | $38,981.98 |
| Total Project Cost | $2,790,680.00 |

ACTIVE NEW HOME PERMITS = 26
OTHER ACTIVE PERMITS= 412
PERMITS ISSUED OVER $30,000 = 54 (AMOUNT INCLUDED IN ACTIVE TOTAL)
PERMITS ISSUED OVER $100,000 =7 (AMOUNT INCLUDED IN ACTIVE TOTAL)
PERMITS - SUBSTAINTAL IMPROVEMENTS = 1 (AMOUNT INCLUDED IN ACTIVE TOTAL)
PERMITS ISSUED WAITING PICK UP =30
TOTAL PERMITS= 468

PERMITS IN REVIEW= 5
CAMA ISSUED= 1
CAMA EXEMPTIONS= 4
ZONING ISSUED =10
NOTICE OF VIOLATIONS= 0
DELINEATIONS=3
CAMA SITE INPSECTIONS=8

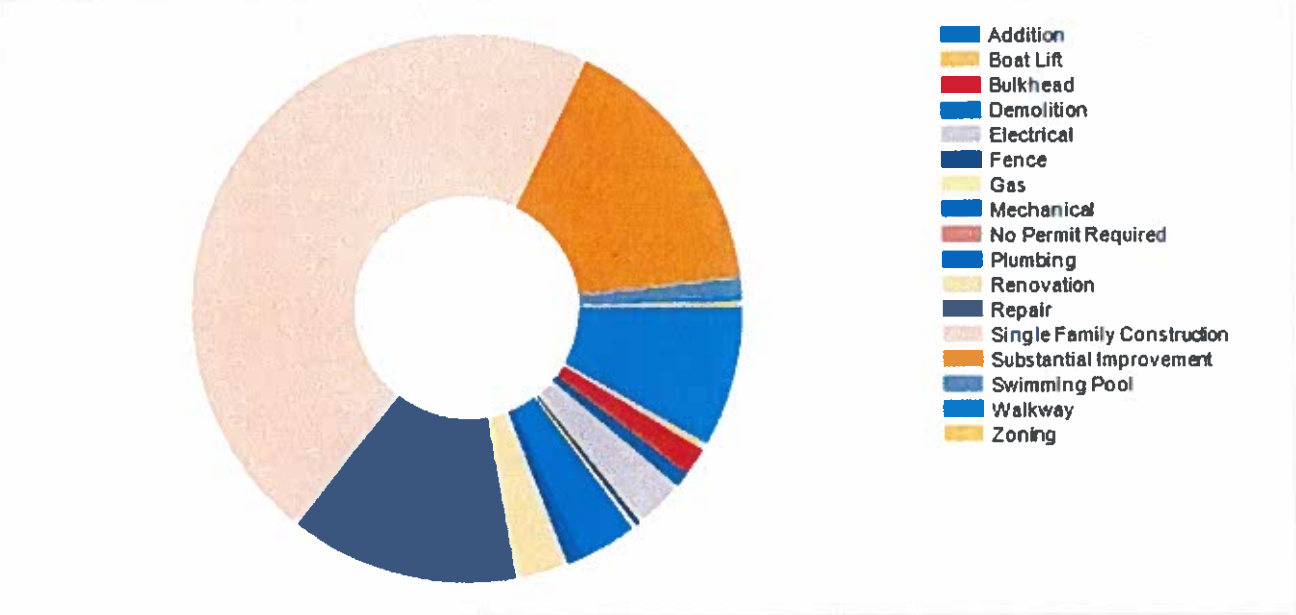
PERMITS ISSUED THIS MONTH= 762
REINSPECTION FEES = $900
PERMITS SERVICED FOR INSPECTIONS FROM 10/1/26-10/31/26= 83
TOTAL INSPECTIONS MADE= 157

# Permit Type Report

**Permit Date**
10/01/2026 to 10/31/2026

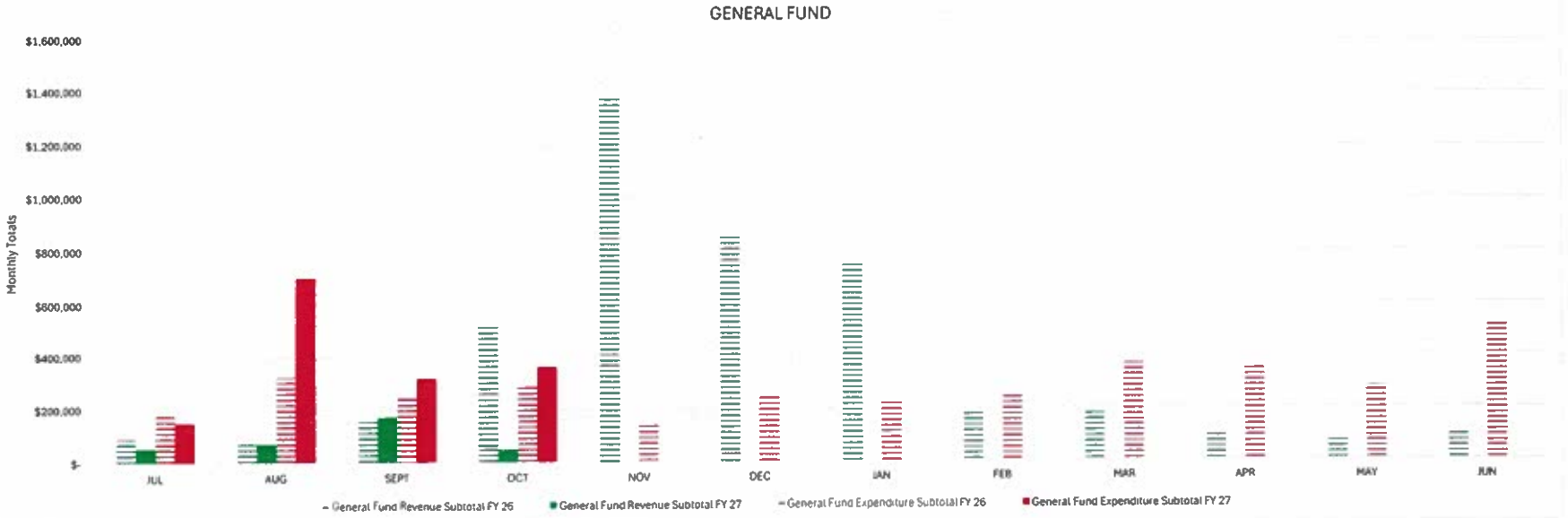
| Description | Fees | Fees | Permits |
|---|---|---|---|
| Addition | $3,274.39 | 3,274.39 | 6 |
| Boat Lift | $169.00 | 169.00 | 1 |
| Bulkhead | $659.75 | 659.75 | 2 |
| Demolition | $350.00 | 350.00 | 1 |
| Electrical | $1,225.00 | 1,225.00 | 9 |
| Fence | $100.00 | 100.00 | 2 |
| Gas | $100.00 | 100.00 | 1 |
| Mechanical | $1,300.00 | 1,300.00 | 12 |
| No Permit Required | $0.00 | 0.00 | 3 |
| Plumbing | $400.00 | 400.00 | 2 |
| Renovation | $1,255.00 | 1,255.00 | 1 |
| Repair | $5,234.65 | 5,234.65 | 13 |
| Single Family Construction | $18,396.89 | 18,396.89 | 2 |
| Substantial Improvement | $6,355.00 | 6,355.00 | 1 |
| Swimming Pool | $406.30 | 406.30 | 1 |
| Walkway | $125.00 | 125.00 | 1 |
| Zoning | $150.00 | 150.00 | 4 |
| Total | $39,500.98 | 39,500.98 | 62 |

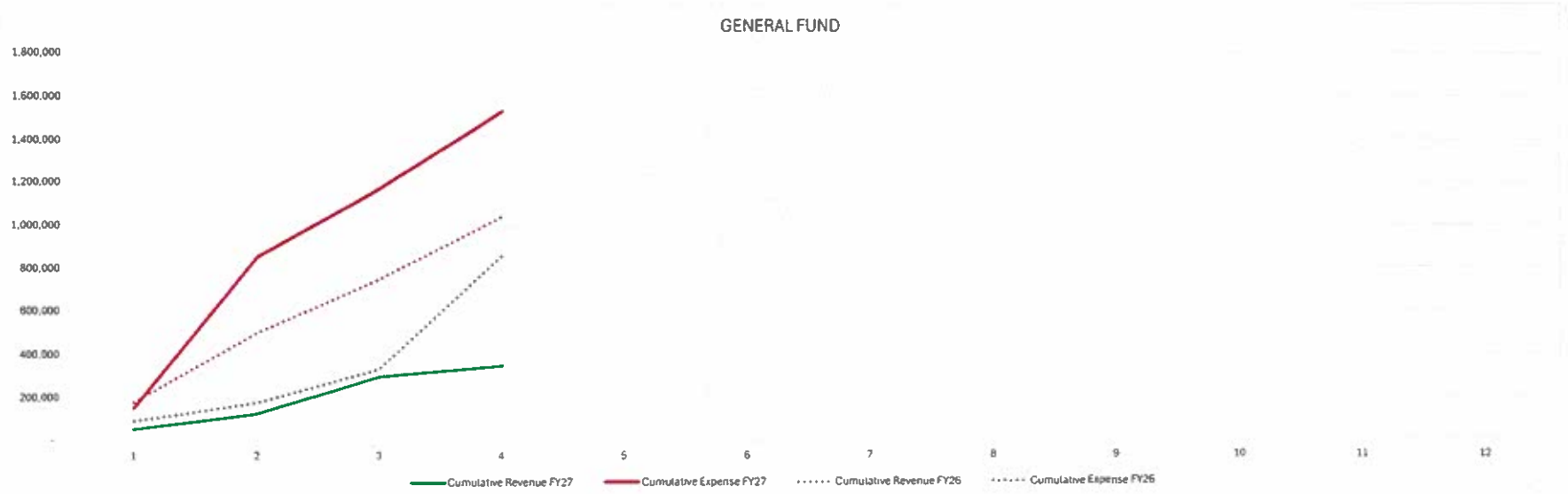
Fees Breakdown




11/3/2026 12:56:19 PM

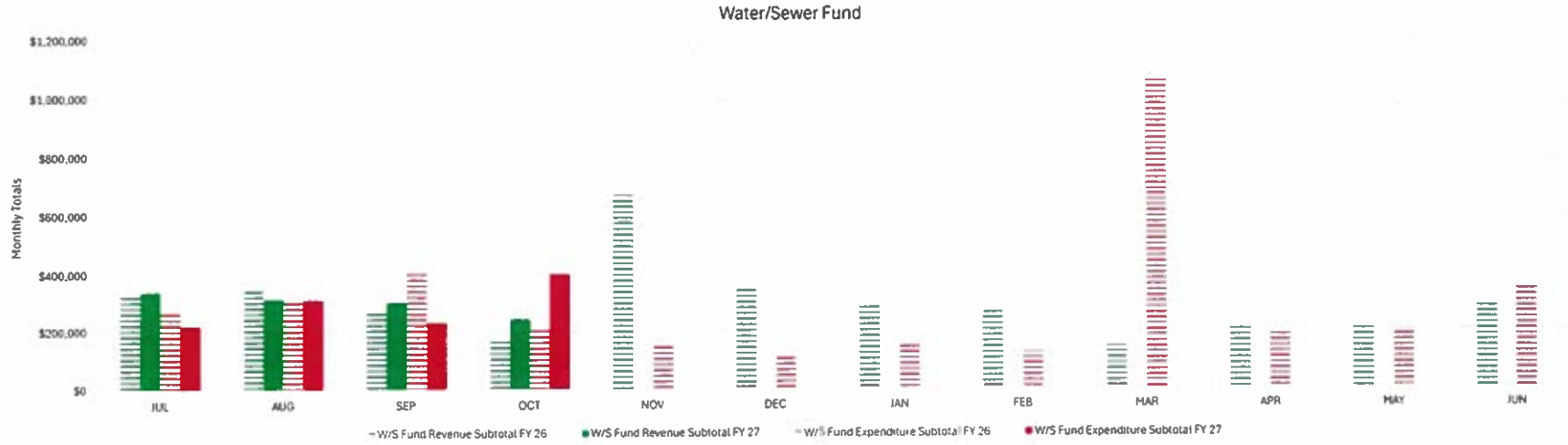
| Month | JUL | AUG | SEPT | OCT | NOV | DEC | JAN | FEB | MAR | APR | MAY | JUN |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| General Fund Revenue Subtotal FY 26 | 92,175 | 85,318 | 155,996 | 525,827 | 1,389,476 | 858,632 | 750,977 | 185,000 | 194,497 | 96,055 | 72,436 | 106,476 |
| General Fund Revenue Subtotal FY 27 | 55,960 | 71,767 | 171,854 | 49,682 | | | | | | | | |
| General Fund Expenditure Subtotal FY 26 | 179,259 | 323,707 | 246,325 | 293,810 | 141,605 | 255,842 | 229,972 | 247,207 | 375,385 | 363,211 | 280,797 | 515,627 |
| General Fund Expenditure Subtotal FY 27 | 151,376 | 702,251 | 317,544 | 361,099 | | | | | | | | |
| | | | | | | | | | | | | |
| Cumulative Revenue FY27 | 55,960 | 127,727 | 299,581 | 349,263 | | | | | | | | |
| Cumulative Expense FY27 | 151,376 | 853,627 | 1,171,171 | 1,532,270 | | | | | | | | |
| Cumulative Revenue FY26 | 92,175 | 177,493 | 333,489 | 859,316 | | | | | | | | |
| Cumulative Expense FY26 | 179,259 | 502,966 | 749,291 | 1,043,101 | | | | | | | | |

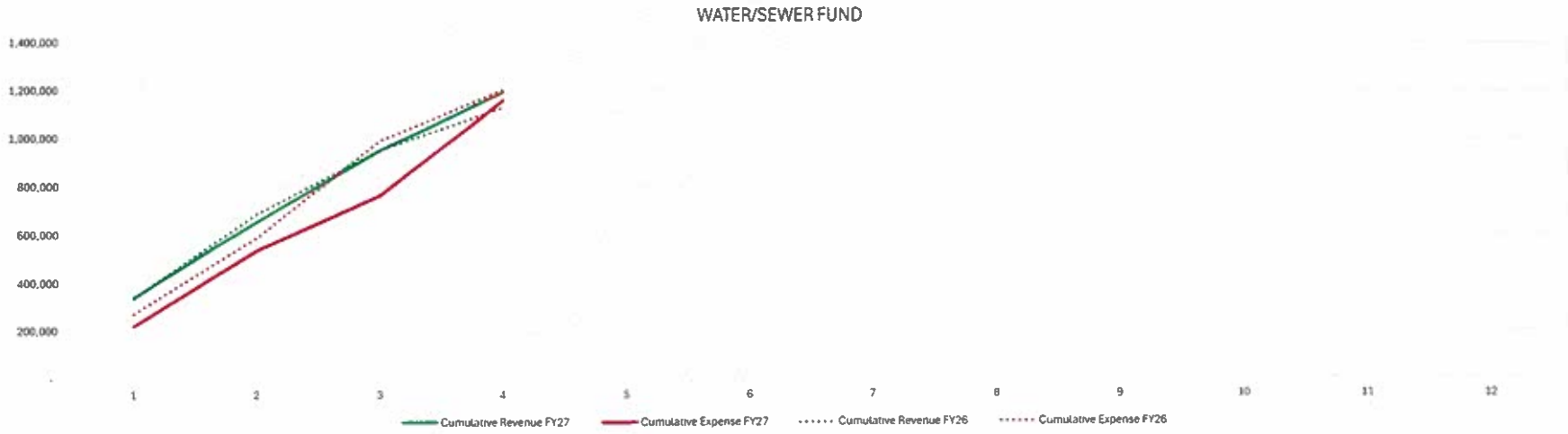



GENERAL FUND
1,800,000
1,600,000
1,400,000
1,200,000
1,000,000
800,000
600,000
400,000
200,000
1
2
3
4
5
6
7
8
9
10
11
12
Cumulative Revenue FY27
Cumulative Expense FY27
Cumulative Revenue FY26
Cumulative Expense FY26

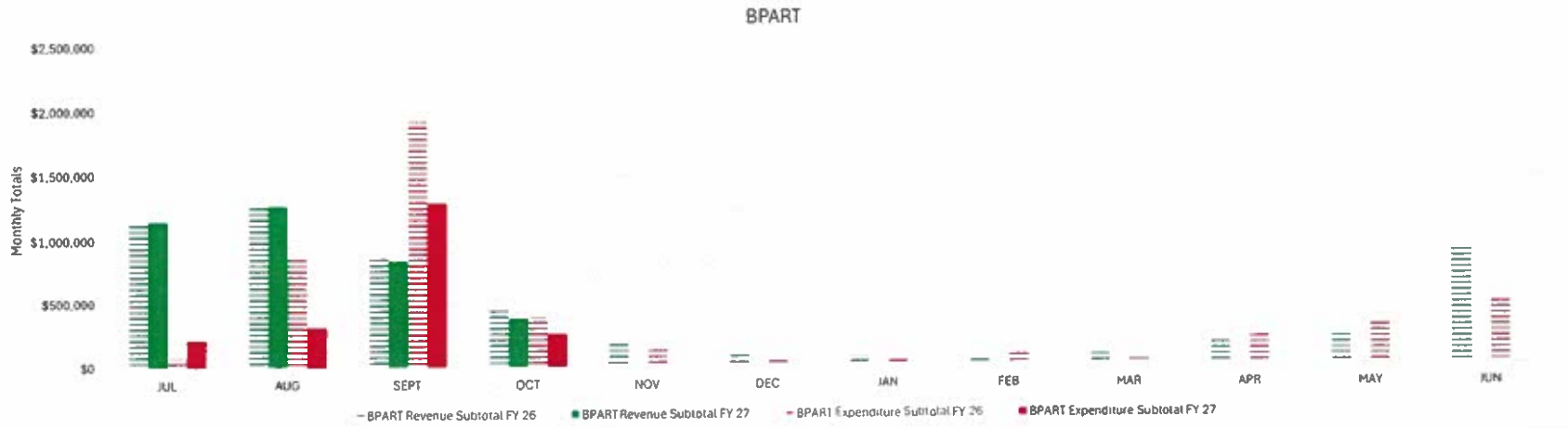
| Month | JUL | AUG | SEP | OCT | NOV | DEC | JAN | FEB | MAR | APR | MAY | JUN |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| W/S Fund Revenue Subtotal FY 26 | 333,945 | 350,710 | 270,032 | 179,002 | 673,084 | 345,088 | 285,472 | 263,142 | 145,633 | 215,854 | 211,166 | 284,577 |
| W/S Fund Revenue Subtotal FY 27 | 337,604 | 313,512 | 301,800 | 244,084 | | | | | | | | |
| W/S Fund Expenditure Subtotal FY 26 | 271,871 | 312,915 | 410,002 | 213,739 | 146,436 | 118,777 | 149,534 | 125,506 | 1,080,692 | 185,679 | 201,442 | 347,103 |
| W/S Fund Expenditure Subtotal FY 27 | 220,644 | 310,695 | 232,372 | 399,724 | | | | | | | | |
| | | | | | | | | | | | | |
| Cumulative Revenue FY27 | 337,604 | 651,116 | 952,916 | 1,197,000 | | | | | | | | |
| Cumulative Expense FY27 | 220,644 | 531,339 | 763,711 | 1,163,435 | | | | | | | | |
| Cumulative Revenue FY26 | 333,945 | 684,655 | 954,687 | 1,133,689 | | | | | | | | |
| Cumulative Expense FY26 | 271,871 | 584,786 | 994,788 | 1,208,527 | | | | | | | | |

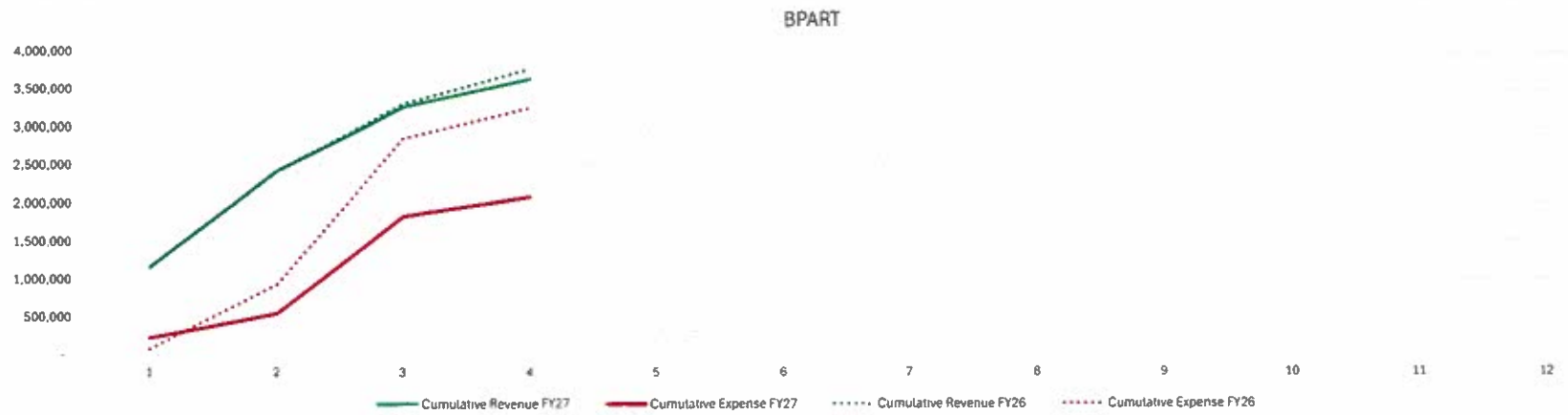
($2.6 mil payment for sewer treatment project made in october but excluded from report)




WATER/SEWER FUND
1,400,000
1,200,000
1,000,000
800,000
600,000
400,000
200,000
1
2
3
4
5
6
7
8
9
10
11
12
Cumulative Revenue FY27
Cumulative Expense FY27
Cumulative Revenue FY26
Cumulative Expense FY26

| Month | JUL | AUG | SEPT | OCT | NOV | DEC | JAN | FEB | MAR | APR | MAY | JUN |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| BPART Revenue Subtotal FY 26 | 1,152,401 | 1,261,426 | 883,992 | 481,162 | 182,860 | 96,170 | 79,750 | 74,442 | 87,167 | 184,375 | 251,857 | 928,977 |
| BPART Revenue Subtotal FY 27 | 1,147,835 | 1,270,715 | 835,232 | 386,348 | | | | | | | | |
| BPART Expenditure Subtotal FY 26 | 76,488 | 850,588 | 1,929,011 | 395,097 | 160,330 | 55,713 | 50,680 | 105,256 | 62,654 | 249,370 | 311,706 | 512,548 |
| BPART Expenditure Subtotal FY 27 | 216,967 | 317,064 | 1,290,286 | 260,076 | | | | | | | | |
| | | | | | | | | | | | | |
| Cumulative Revenue FY27 | 1,147,835 | 2,418,550 | 3,253,782 | 3,640,130 | | | | | | | | |
| Cumulative Expense FY27 | 216,967 | 534,031 | 1,824,317 | 2,084,393 | | | | | | | | |
| Cumulative Revenue FY26 | 1,152,401 | 2,413,827 | 3,297,819 | 3,778,981 | | | | | | | | |
| Cumulative Expense FY26 | 76,488 | 927,076 | 2,856,087 | 3,251,184 | | | | | | | | |




BPART
4,000,000
3,500,000
3,000,000
2,500,000
2,000,000
1,500,000
1,000,000
500,000
-
1
2
3
4
5
6
7
8
9
10
11
12
Cumulative Revenue FY27
Cumulative Expense FY27
Cumulative Revenue FY26
Cumulative Expense FY26

**Holden Beach Public Works Monthly Report**
*Date: 11/09/2026*
*To: Board of Commissioners*
*From: Public Works Department*

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## 1. Department Overview

The Public Works Department continues to focus on maintaining the quality of life for residents and visitors to Holden Beach through consistent operations and upkeep of town infrastructure. Our activities this month included routine maintenance, repairs, and preparedness for weather events.

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## 2. Key Activities and Accomplishments

### a) Maintenance & Repairs

- **Holiday Prep:** Crew is checking our holiday decorations to make sure everything is in working order.
- **Vac Station maintenance:** Crew cleaned up all stations.
- **Dirt streets**: Crew is still working on the dirt streets.
- **Potholes**: Crew is actively identifying and repairing holes throughout the island.
- **Training**: Archie, Shane, Brice, And Gage all passed the C distribution exam.
- **Trash**: Crew is actively running our off-season trash runs every Monday Wednesday and Friday.
- **General Maintenance**: Crew has started and will continue doing general maintenance routines including running all of our small engines, pumps, generators and exercising water and sewer valves.
- **Access Maintenance**: Crew is going through the accesses and cutting down any overgrowth and screwing down any loose boards.
- **Station 4**: Remote monitoring has been installed as well as a few automatic air controllers which has eliminated our waterlog issue. Crew worked extremely hard completing this.
- **Main Vac Sewer leak**: Crew worked very vigilantly identifying and fixing a leak we had at Station 1 area. Found a hole in a 90 about the size of a golf ball that was causing our low vac issues we had chased for a few days.

### b) Seasonal Prep

- **Mosquito Spraying: Crew is actively spraying problem areas. If you would like to request your street to be done, please email me at Pworks@hbtownhall.com**

### c) Water and Sewer

- **Water Meters:** Crew is actively going through a zero-consumption list and making sure meters are working properly and switching out bad meters.
- **Water Leaks:** We had 2.
- **Sewer Pits:** 1 new sewer service installed.
- **Water Taps:** We installed 8 new water services this month.
- **Service Calls:** Crew ran close to 50 service calls this month. This included calls just to speak with a customer or cut the water on and off, sewer pit calls, etc.
- **Vac Stations:** Crew is actively checking and maintaining the stations.
- **Meter rereads: We had 45 rereads this month. A lot of those were new meters we had just replaced just not into the system.**

---

## 3. Capital Projects & Long-Term Maintenance

### a) Ongoing Projects

- **Meter Maintenance**: We are continuing to repair and replace meters in effort to get the reread numbers down.
- **Station 3**: There are still a few repairs needed at station 3 due to the car crashing into the transformer. Parts should be coming in this month.
- **Station 1 AC**; The electrical panel has come in and should be finalized this month.

### b) Upcoming Projects

- **Eoc:** I'm looking into getting the building and sidewalks washed hoping that will happen this coming month.

## 4. Conclusion

The Public Works Department remains committed to serving the Holden Beach community with quality, timely services. Our team is focused on ensuring safety, cleanliness, and effective infrastructure. We continue to work diligently on ongoing projects and are prepared to tackle any issues that arise in the future.

I just would like to say that we have some of the hardest working most caring employees that work for the town in every dept from top to bottom it truly makes it an enjoyable experience working here.

---

**Submitted by:**
Chris Benton
Director of Public Works
Holden Beach

---

Town of Holden Beach
AGENDA TOPIC COVER SHEET

TO: Holden Beach BOC

MEETING DATE: 11/17/26

FROM: Assistant Town Manager Ferguson DATE SUBMITTED: 11/3/26

---

**ISSUE/ACTION REQUESTED:** **Presentation by Fran Way, ATM regarding our annual beach monitoring.**

---

**BACKGROUND/PURPOSE OF REQUEST:** **Our coastal engineer, Fran Way, provides a yearly presentation of the status of the beach strand and dune system. The presentation explores data analysis of our annual beach surveys from the spring and historical changes. The effort will conclude with an annual report that is used for a baseline in storm damage events.**

**FISCAL IMPACT:** (select one)

| | | |
|---|---|---|
| BUDGET AMENDMENT REQUIRED: | YES☐ | NO☒ |
| CAPITAL IMPROVEMENT PLAN ITEM: | YES☐ | NO☒ |
| PRE-AUDIT CERTIFICATION REQUIRED: | YES☐ | NO☒ N/A |
| REVIEWED BY FINANCE DIRECTOR: | YES☐ | NO☒ N/A |

---

**CONTRACTS/AGREEMENTS:** (select one)

| | | |
|---|---|---|
| REVIEWED BY TOWN ATTORNEY: | YES☐ | NO☒ N/A |

---

**ADVISORY BOARD RECOMMENDATION: N/A**

---

**FINANCE RECOMMENDATION: N/A**

---

**TOWN MANAGER'S RECOMMENDATION: Receive verbal report from the engineer.**

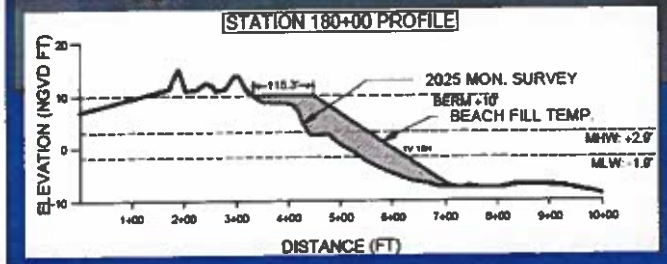


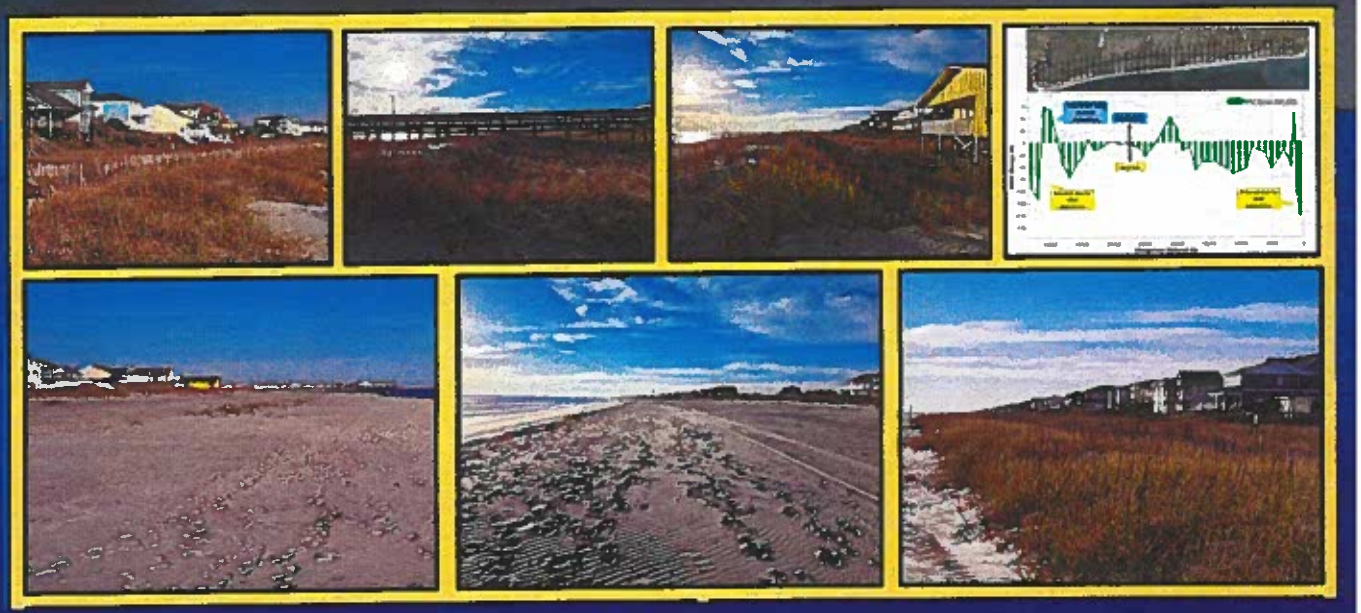
# HOLDEN BEACH ANNUAL MONITORING

## *November 17, 2026*





Geosyntec consultants

Geosyntec Consultants of NC, P.C.

*Formerly Applied Technology & Management

# Annual Monitoring Analysis

- Volume Change
- Shoreline Change
- Has occurred annually since 2001
- Nourishment Planning & FEMA Eligibility

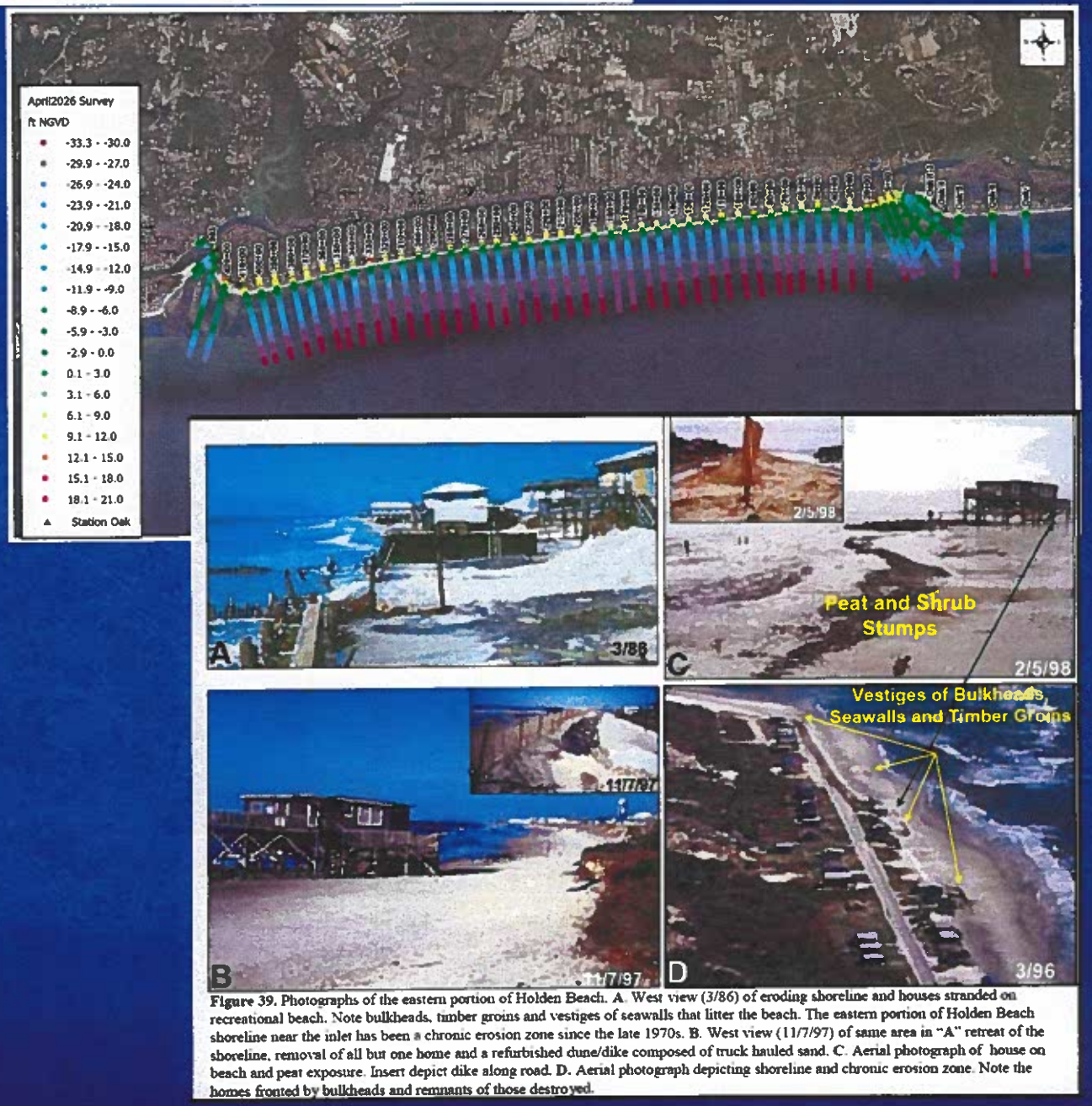
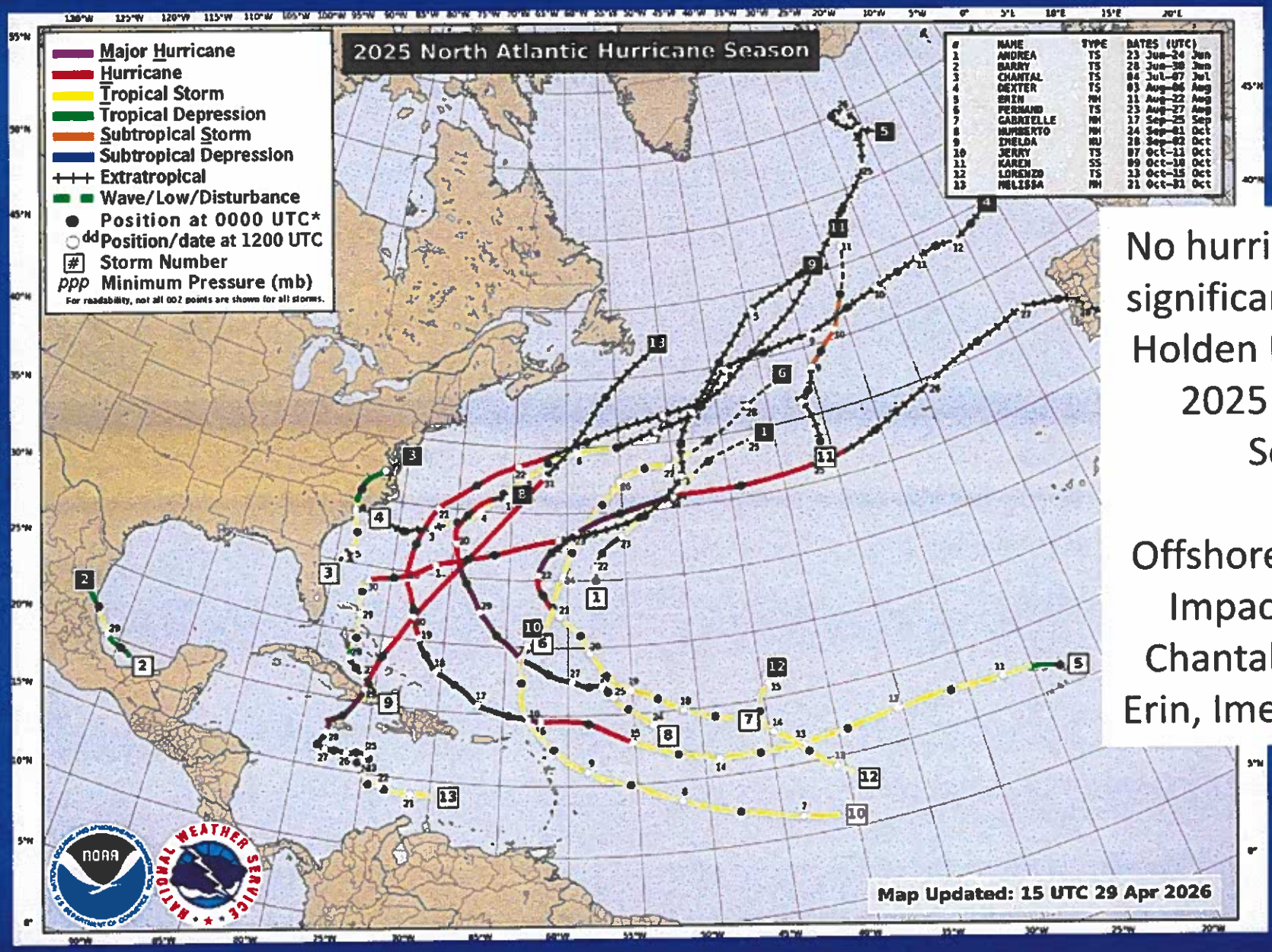



**Figure 39.** Photographs of the eastern portion of Holden Beach. A. West view (3/86) of eroding shoreline and houses stranded on recreational beach. Note bulkheads, timber groins and vestiges of seawalls that litter the beach. The eastern portion of Holden Beach shoreline near the inlet has been a chronic erosion zone since the late 1970s. B. West view (11/7/97) of same area in "A" retreat of the shoreline, removal of all but one home and a refurbished dune/dike composed of truck hauled sand. C. Aerial photograph of house on beach and peat exposure. Insert depict dike along road. D. Aerial photograph depicting shoreline and chronic erosion zone. Note the homes fronted by bulkheads and remnants of those destroyed.

# 2025 Hurricane Season

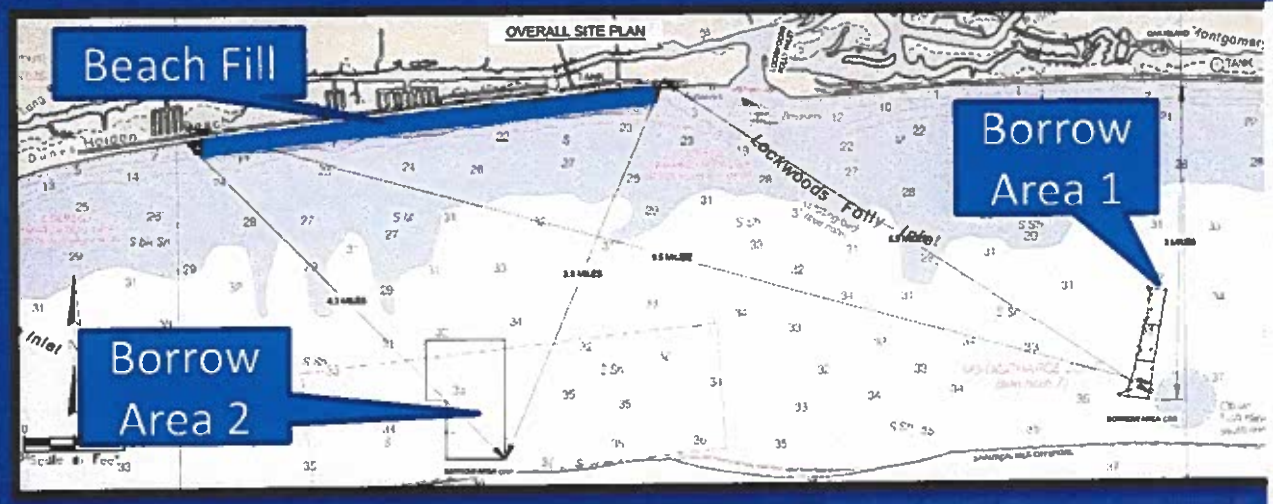



No hurricanes caused significant flooding at Holden Beach during 2025 Hurricane Season.

Offshore Swell/Surge Impacts from: TS Chantal, Hurricanes Erin, Imelda, Umberto

**8 King Tide Events in NC from April 2025-April 2026**

# 2022 Nourishment (Jan 7 to April 12)

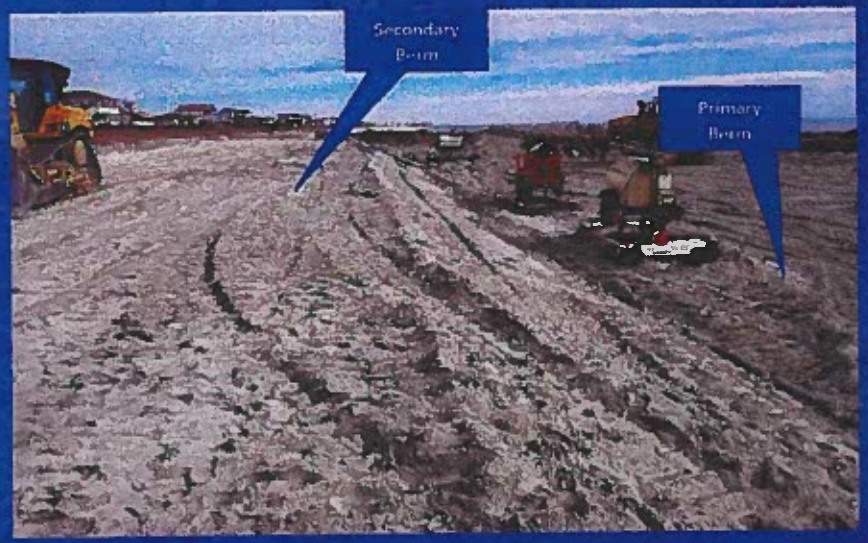






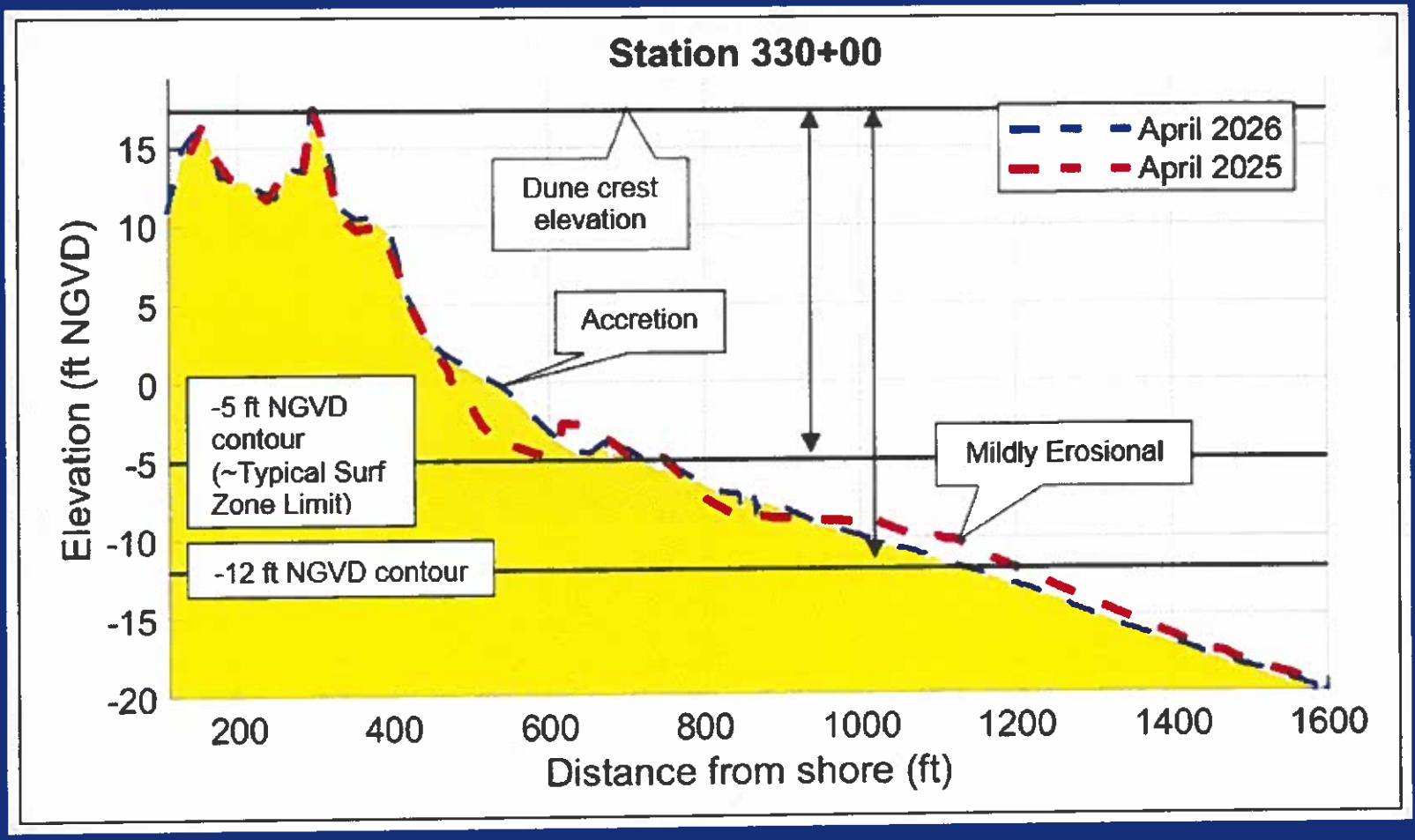
R.N. Weeks


B.E. Lindholm



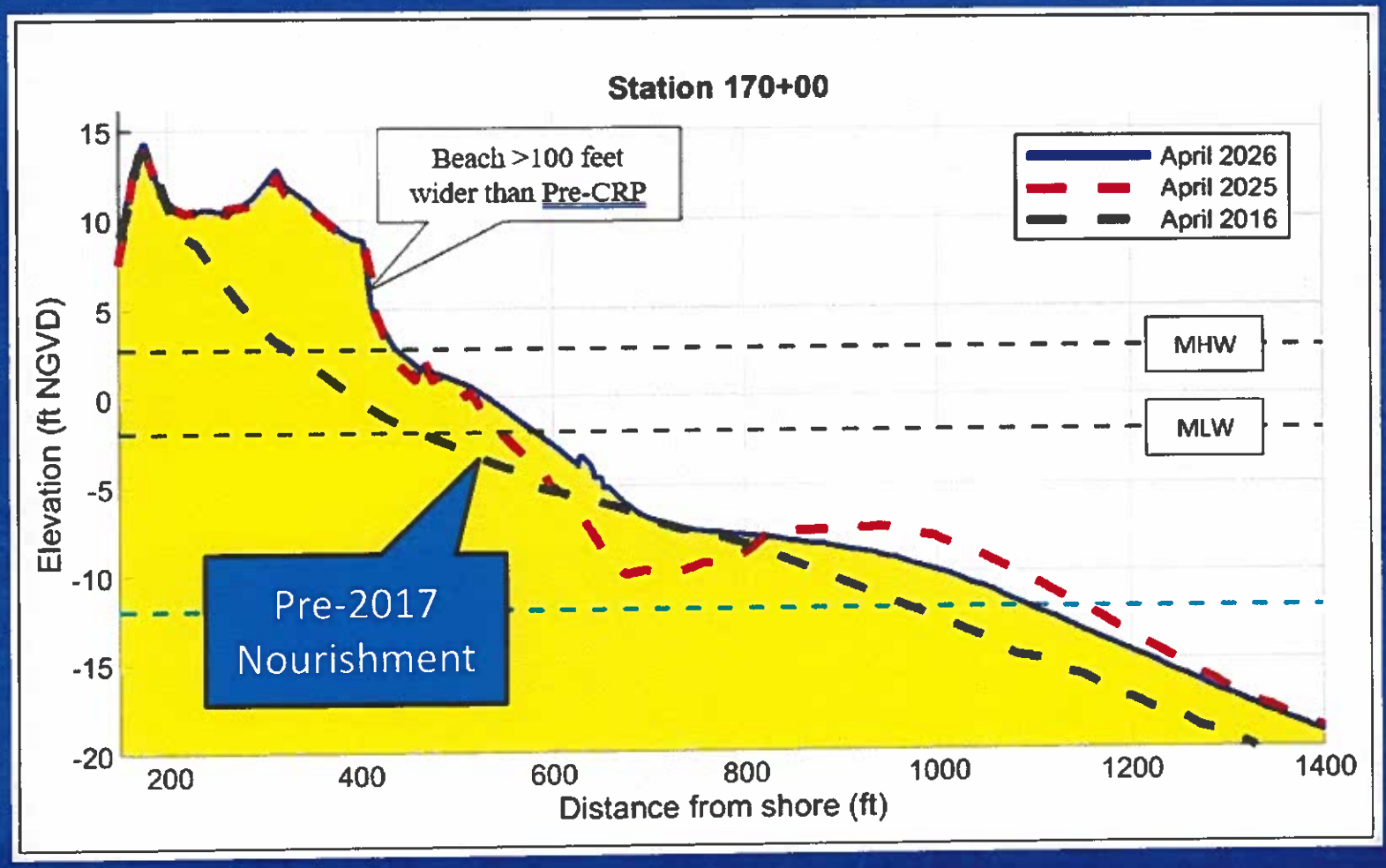

**Now ~4.5 Yrs Post Project**

# Volume Analysis




Two Volume Calcs. From Dune to -5 ft and -12 ft

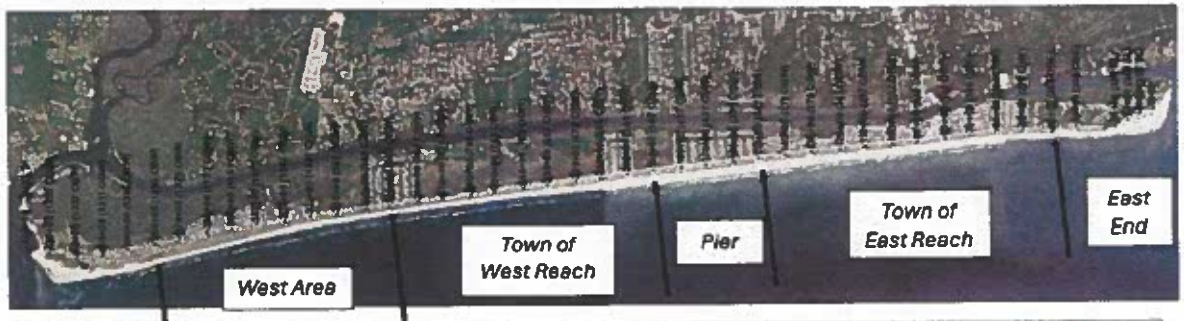
# Cumulative Effect of 2017 (1.35 Million CY) and 2022 (1.55 Million CY) Nourishments




Still ~1.9 Million CY in Central Reach compared with Pre-2017 (Hurricane Matthew Conditions)

# Volume Change (to -12 ft)

- ~ 4 Years Post Nourishment



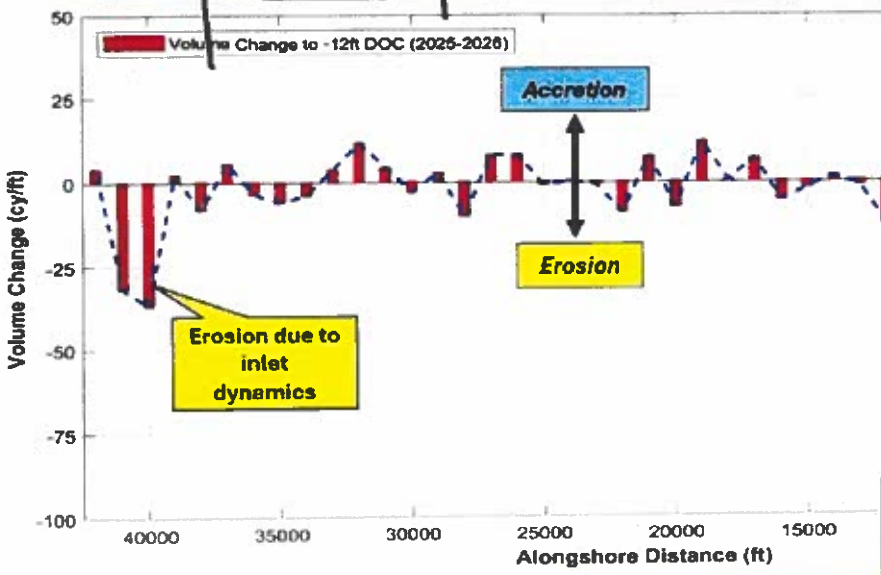




*Table 3-1. Volume Change by Shoreline Reach Between 2025 and 2026 Surveys. DOC = Depth-of-Closure.*

| Reach Averages | Stations Included | Total Volume Change (CY) (Dune to -12 ft NGVD) | Dry Beach/Surf Zone Volume Change (CY) (Dune to -5 ft) | Surf Zone/DOC Volume Change (CY) (-5 ft to -12 ft NGVD) |
|---|---|---|---|---|
| LWF Inlet | 5 to 15 | -79,000 | -27,000 | -52,000 |
| USACE East | 15 to 40 | 52,000 | 85,000 | -33,000 |
| Town East | 40 to 150 | -88,000 | 6,000 | -94,000 |
| Pier | 150 to 190 | 7,000 | 24,000 | -17,000 |
| Town West | 190 to 290 | 3,000 | 54,000 | -51,000 |
| West Area | 290 to 380 | 7,000 | 109,000 | -102,000 |
| Shallotte Inlet | 380 to 420 | -69,000 | -14,000 | -55,000 |
| | **TOTAL** | **-167,000** | **237,000** | **-404,000** |
| **Central Reach** | **40 to 290** | **-78,000** | **84,000** | **-162,000** |

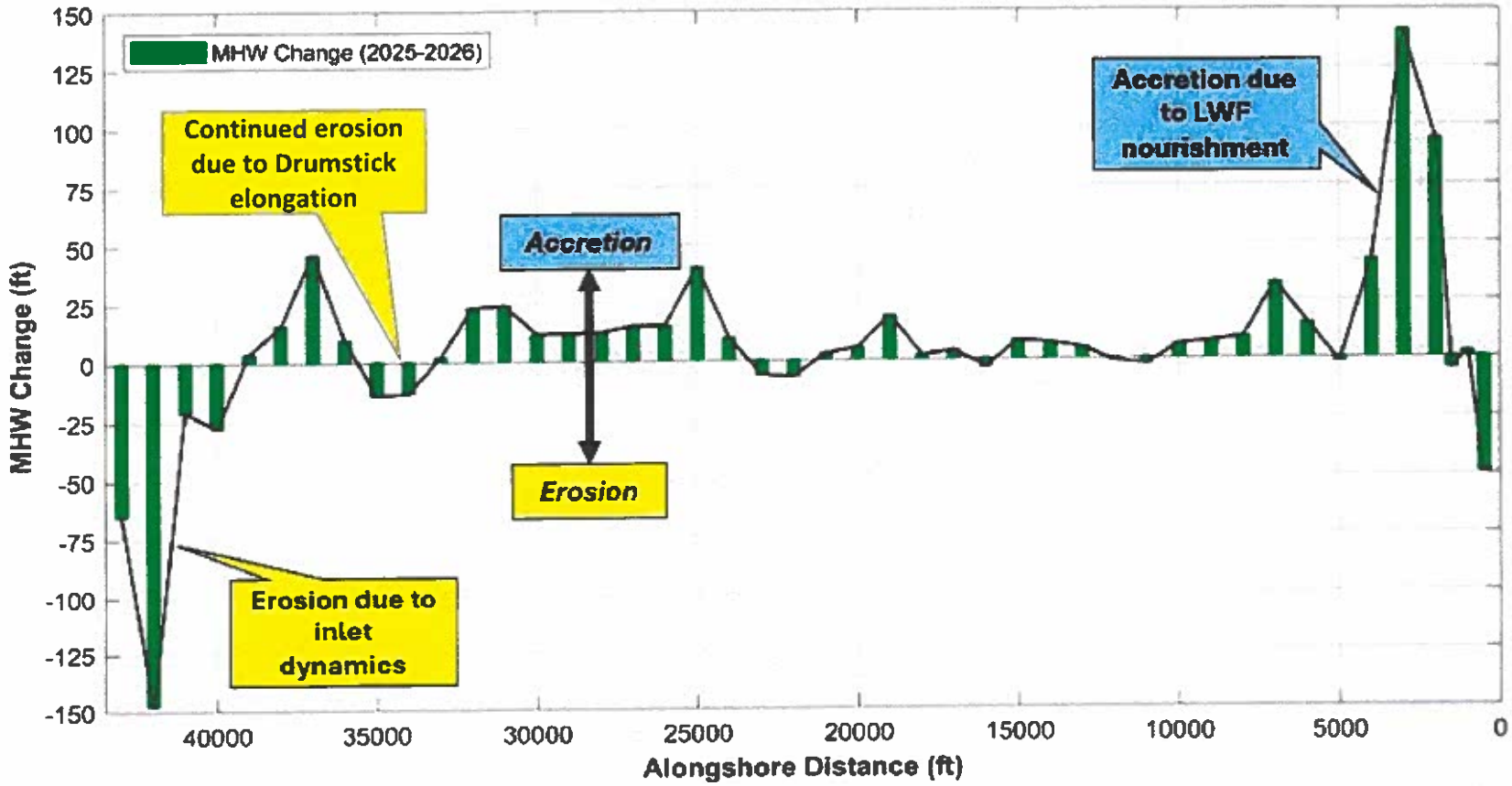
*Positive values represent accretion/gains and negative values indicate erosion/losses

# Mean High Water (MHW) Shoreline Change

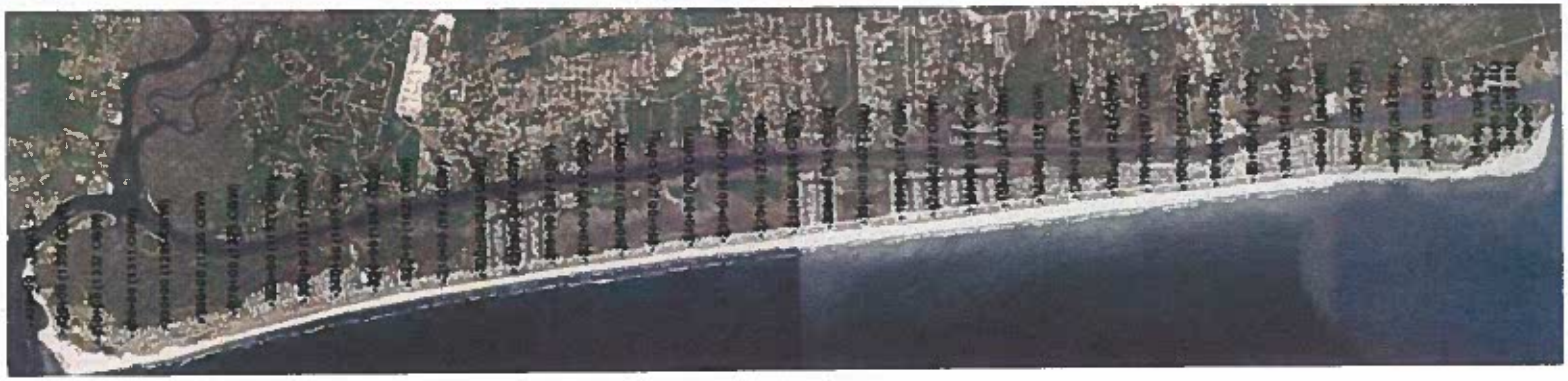


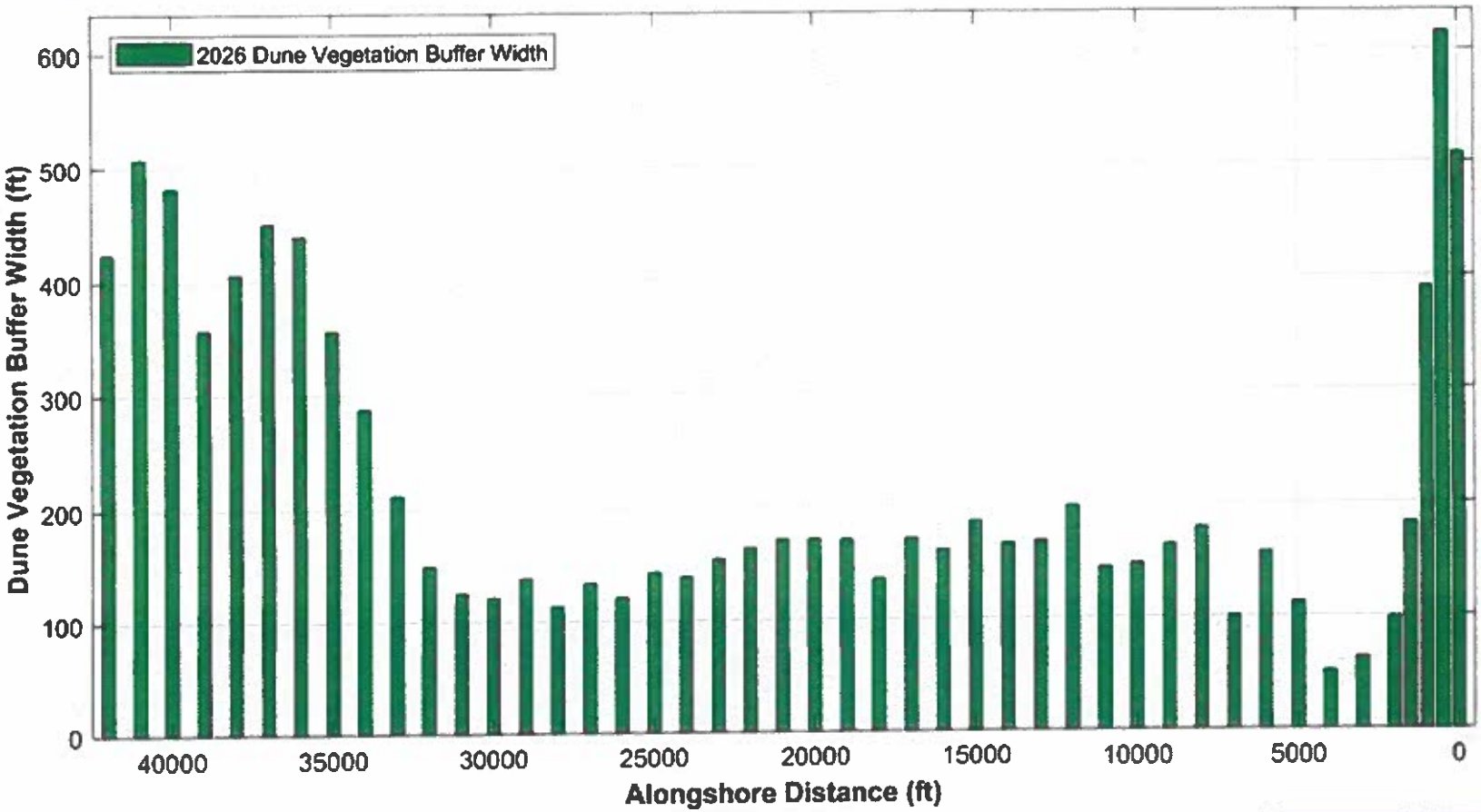
*Table 3-3. MHW Shoreline Change by Reach for 2025 and 2026 Surveys.*

| Reach Averages | Stations Included | MHW Change (ft) |
|---|---|---|
| LWF Inlet | 5 to 15 | -17.4 |
| USACE East | 15 to 40 | 68.1 |
| Town East | 40 to 150 | 10.5 |
| Pier | 150 to 190 | 5.8 |
| Town West | 190 to 290 | 10.7 |
| West Area | 290 to 380 | 11.6 |
| Shallotte Inlet | 380 to 420 | -35.4 |
| Central Reach | 40 to 290 | 9.4 |



# DUNE VEGETATION WIDTH





# DUNE VEGETATION WIDTH

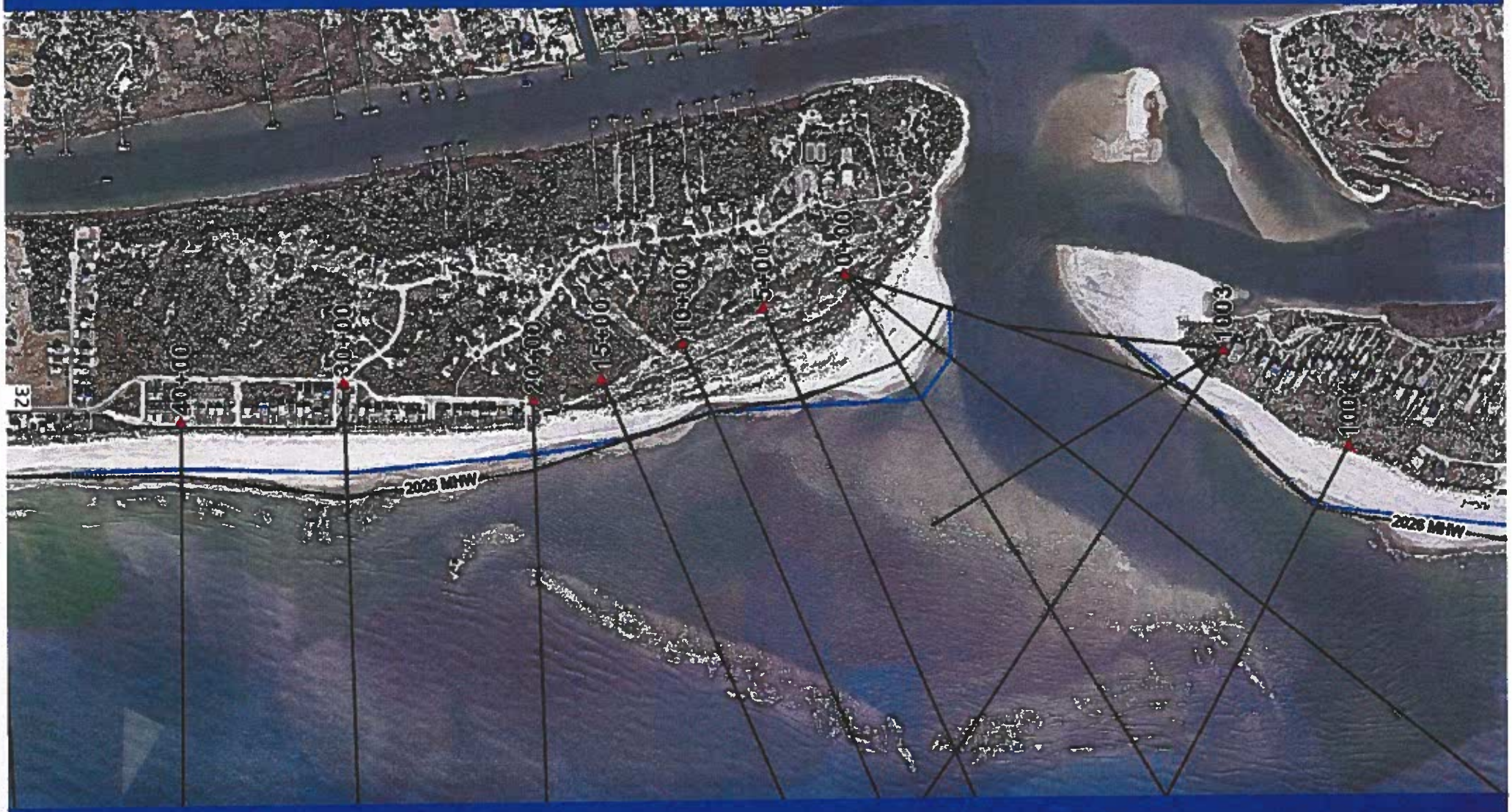


# Shallotte Inlet Shoreline



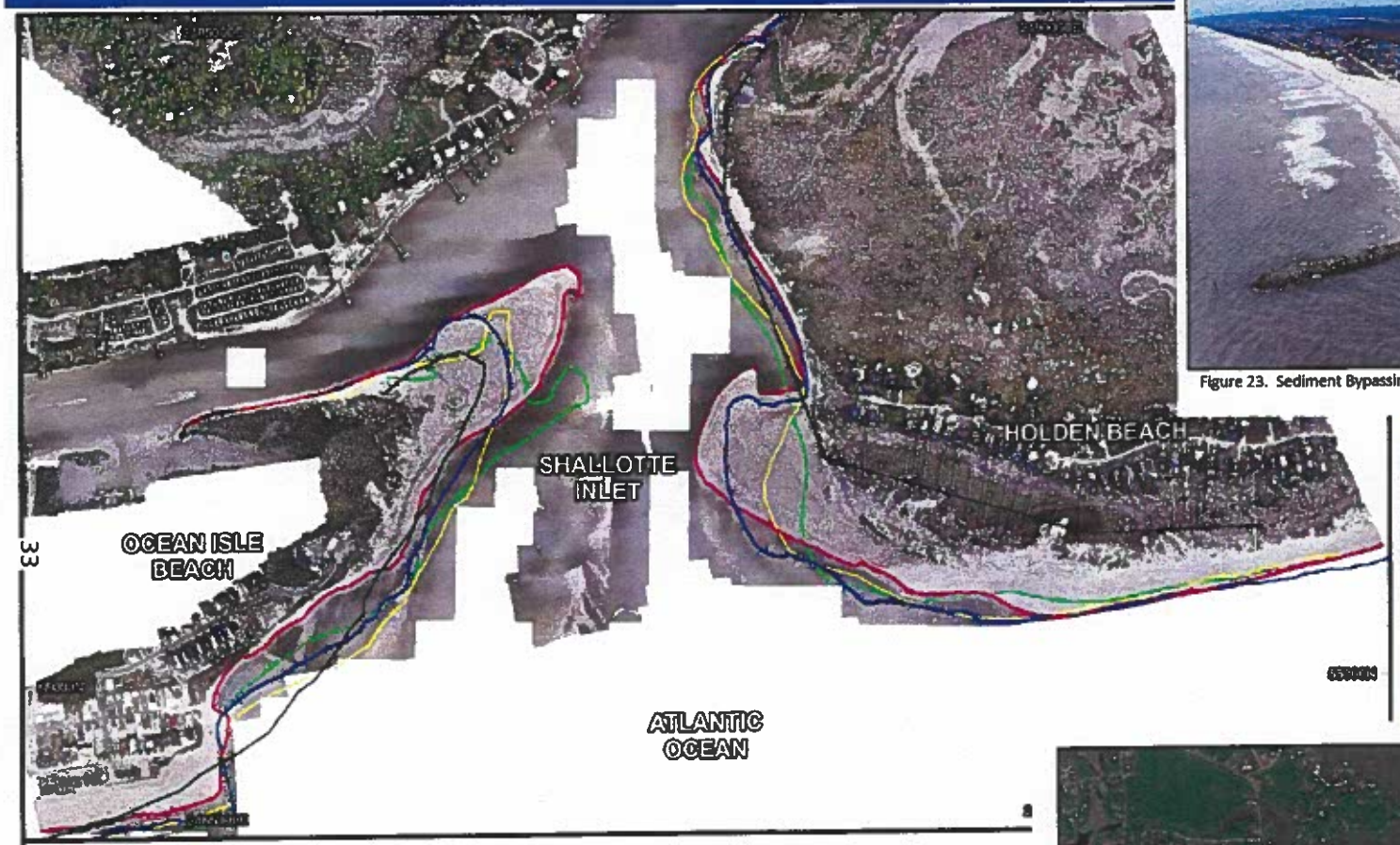

Jan. 2026 Aerial

# Lockwood Folly Inlet Shoreline




Jan. 2026 Aerial

# Ocean Isle Terminal Groin Monitoring (August 2026 Report)




**Notes:**

1. Coordinates are in feet based on the North Carolina State Plane Coordinate System, North American Datum of 1983 (NAD 83).
2. Background imagery collected on 2025-05-19 by GeoOwl.
3. The wet/dry line for 2025 based on aerial imagery collected on 2025-05-19 by GeoOwl.

**Legend:**

- Inlet Threshold Line
- June 6, 2022
- May 14, 2023
- May 13, 2024
- May 19, 2025

**Figure 19. Shallotte Inlet Shoreline Change Plot.**




**Figure 23. Sediment Bypassing the Terminal Groin (top photo) May 1st, 2025, (bottom photo) May 8th, 2025.**






**Figure 10. Shallotte Inlet Shoreline Thresholds.**

## Updating Monitoring and Mitigation Plan

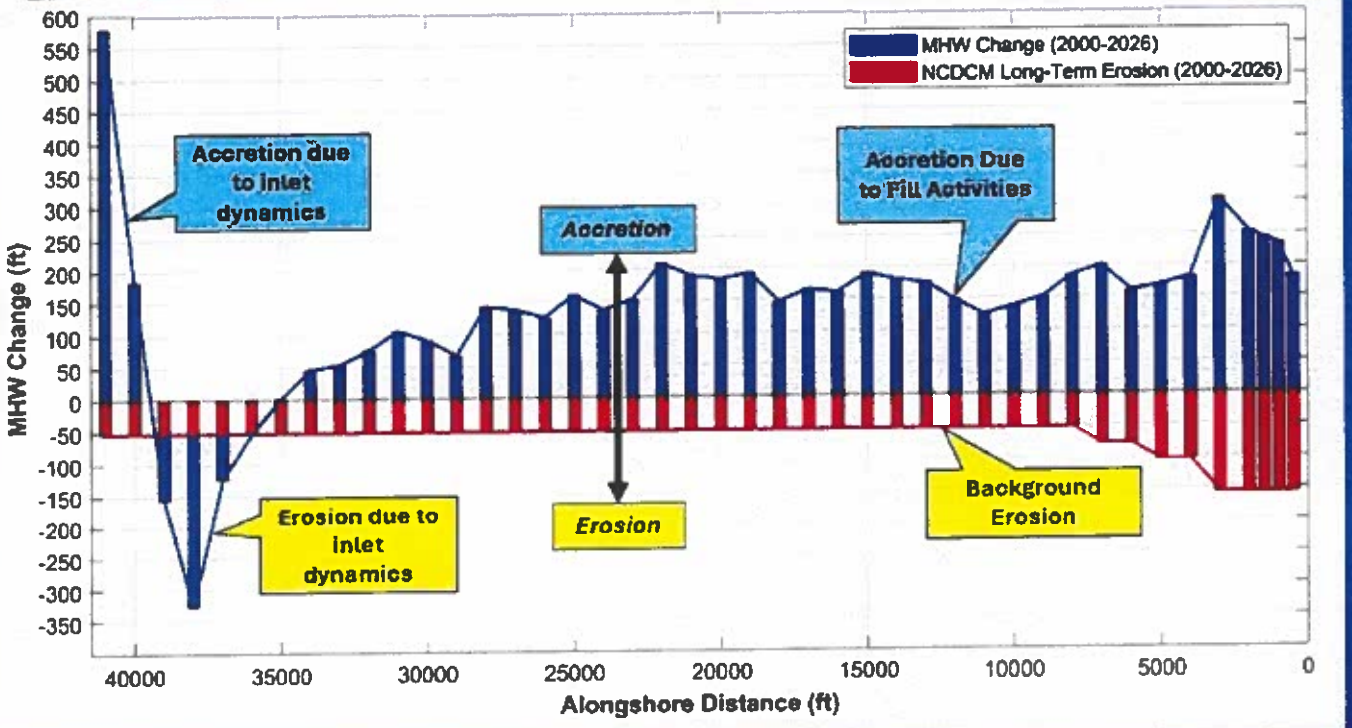
# 2000 to 2026

## Beach much healthier now

*Table 3-4. Historical MHW Shoreline Change by Reach (2000 to 2026).*

| Reach Averages | Stations Included | Historical MHW Change (2000 to 2026) (ft) |
|---|---|---|
| LWF Inlet | 5 to 15 | 218.9 |
| USACE East | 15 to 40 | 244.3 |
| Town East | 40 to 150 | 166.3 |
| Pier | 150 to 190 | 170.8 |
| Town West | 190 to 290 | 153.3 |
| West Area | 290 to 380 | -6.2 |
| Shallotte Inlet | 380 to 420 | 70.2 |
| Central Reach | 40 to 290 | 159.8 |





# 1993 to 2026

## Beach much healthier now



# 1993 to 2026

Beach much healthier now

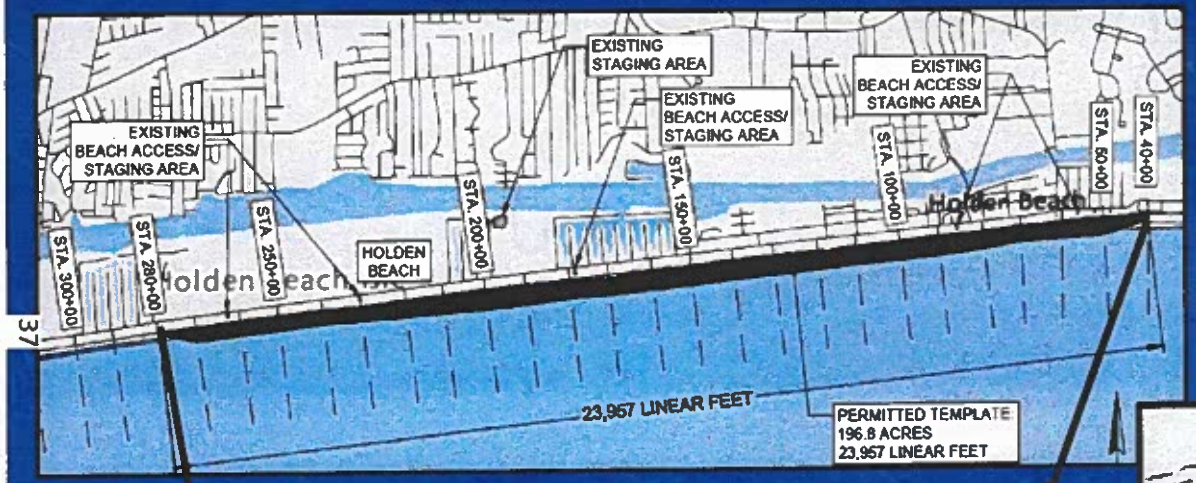


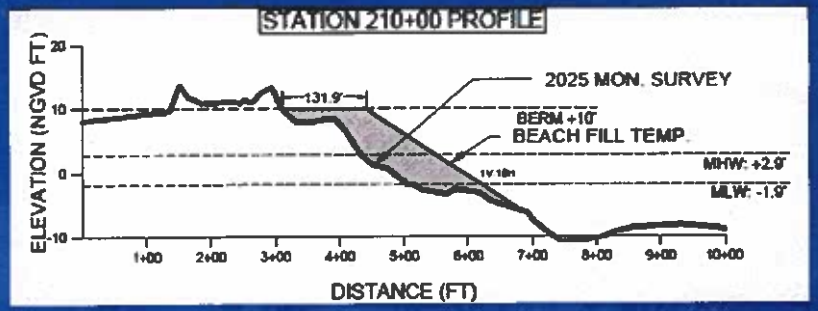
# Offshore Borrow Area Permit Application Processing

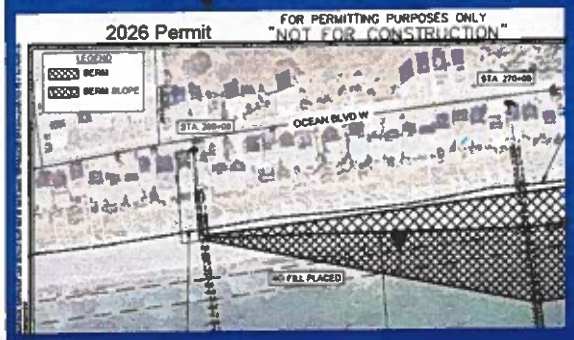
-Up to 1.2 million cubic yards along 24,000 ft (~873 OBW to ~259 OBE)

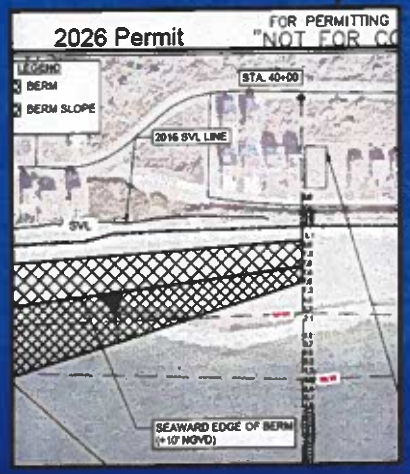
-Offshore Borrow Area (up to ~1.8 mcy available)

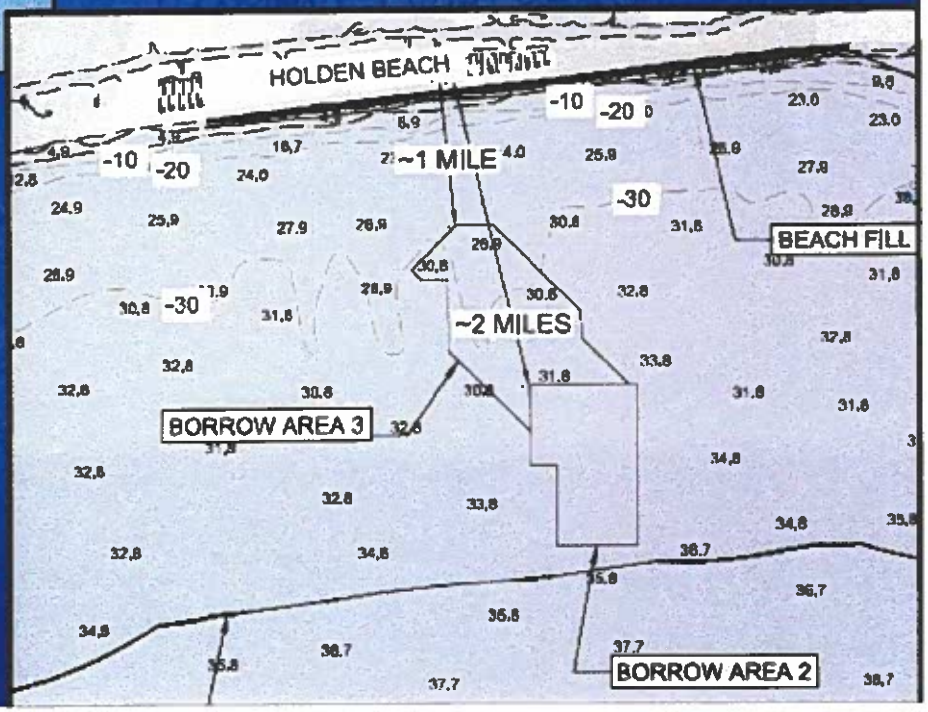
-Timing – Likely following next major storm



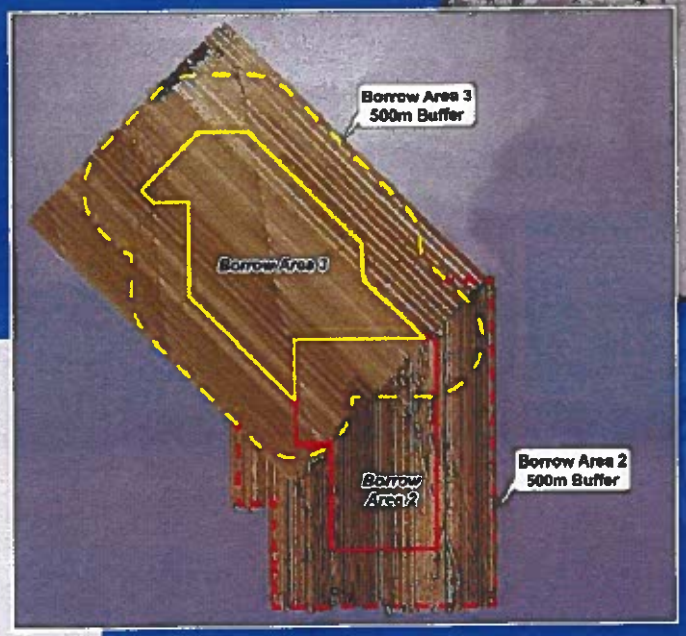



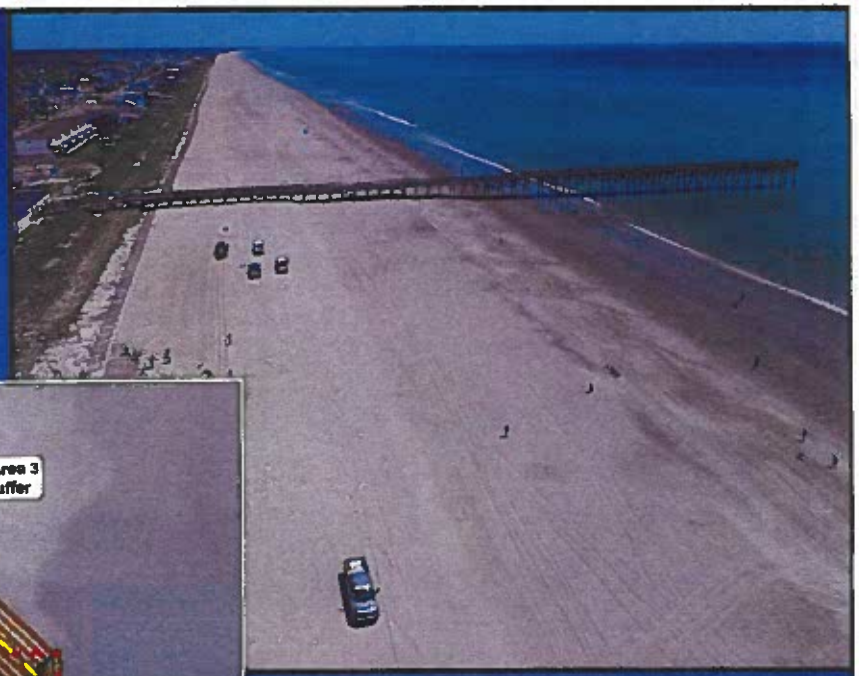



# ONGOING HB BEACH MANAGEMENT ACTIVITIES



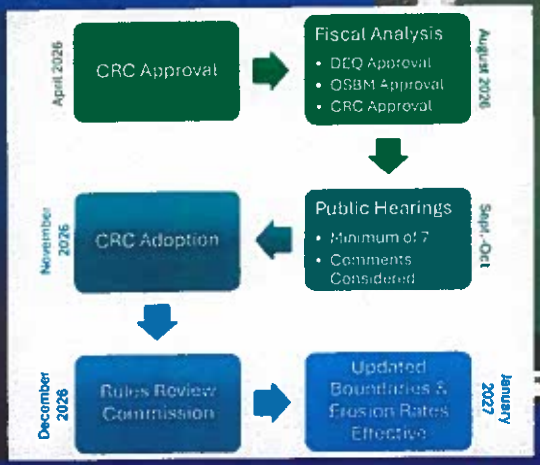






- Corps 50-yr Study Data
- FEMA Coordination (if needed)
- LWFIX & Bend-Widener
- LWF Outer Channel Dredging/Navigation
- West End Analysis (Ocean Isle Terminal Groin)
- Permit Application Processing For Next Central Reach Nourishment
- Likely Next Offshore Borrow Located (Based on Corps 50-yr Data)
- IHA updates

Rule-Making Process



Town of Holden Beach
AGENDA TOPIC COVER SHEET

TO: Holden Beach BOC
FROM: Town Clerk Finnell

SUBMITTED 11/6/2026
MEETING DATE: 11/17/2026

**ISSUE/ACTION REQUESTED:** Annual Parking Report, Otto Connect

**BACKGROUND/PURPOSE OF REQUEST:** Jim Varner and Mark Stracuzza from Otto Connect will be in attendance to present the year end parking report.

**FISCAL IMPACT:** (select one)

| | | |
|---|---|---|
| BUDGET AMENDMENT REQUIRED: | YES☐ | NO☒ |
| CAPITAL IMPROVEMENT PLAN ITEM: | YES☐ | NO☒ |
| PRE-AUDIT CERTIFICATION REQUIRED: | YES☐ | NO☒ |
| REVIEWED BY FINANCE DIRECTOR: | YES☐ | NO☒ |

**CONTRACTS/AGREEMENTS:** (select one)

| | | |
|---|---|---|
| REVIEWED BY TOWN ATTORNEY: | YES☐ | NO☒ |

**ADVISORY BOARD RECOMMENDATION:** N/A

**FINANCE RECOMMENDATION:**

**TOWN MANAGER'S RECOMMENDATION:** N/A

**ATTACHMENT:**

2026 Year End Parking Report

otto CONNECT

# Holden Beach

## 2026 YEAR-END PARKING REPORT

Annual Parking Summary & Overview

Otto Connect, Inc.
SurfCAST Parking Management Platform

Prepared by Jim Varner · Marc Stracuzza · Alyssa Irons
November 2026

CONTENTS

# What's Inside


| | | |
|---|---|---|
| 1 | **Revenue** | Gross & net town revenue, monthly breakdown, multi-year |
| 2 | **Permits** | Counts by type, season permit usage |
| 3 | **Citations** | Issued, by type, warnings, rate vs. vehicles parked |
| 4 | **Citation Payments** | Paid, collections, and payment rate |
| 5 | **Observations & Recommendations** | Findings and 2027 planning |

REVENUE

# Gross & Net Town Revenue

otto CONNECT

**$1.17M**

Gross revenue (fees & fines)
2026 Jan - Oct

**$799,118**

Net revenue to town
2026 Jan - Oct

**$829,826**

Net to town
2025 Jan - Oct

| Revenue Component | 2026 YTD |
|---|---|
| Gross collected (fees + fines) | $1,166,463 |
| Less: Otto fee & processing | ($367,345) |
| **Net revenue to town** | **$799,118** |

**2026 vs 2025 Jan–Oct**

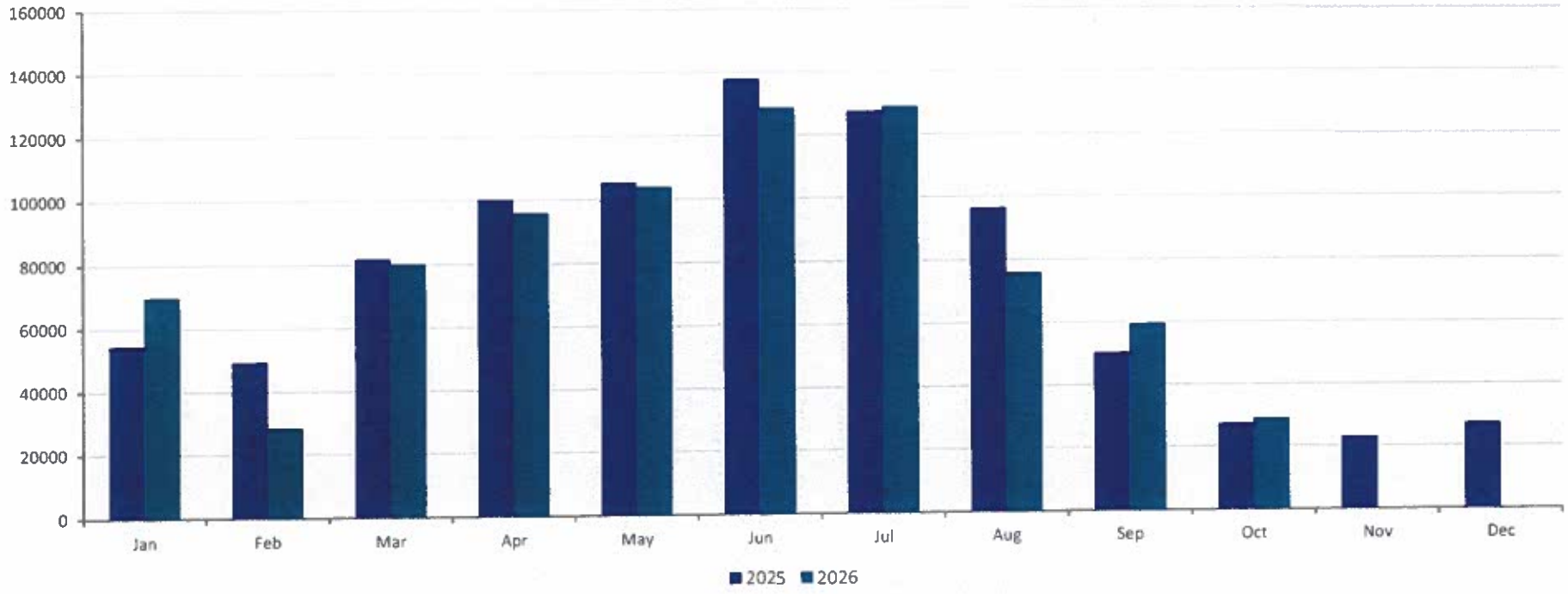
**-3.7%**

$880, 136 (Full year 2025)

*2026 net to town is $799,118 through October (October preliminary), –3.7% vs. the same months in 2025. 2025 finished at a record $880,136 (+6.1%).*

REVENUE

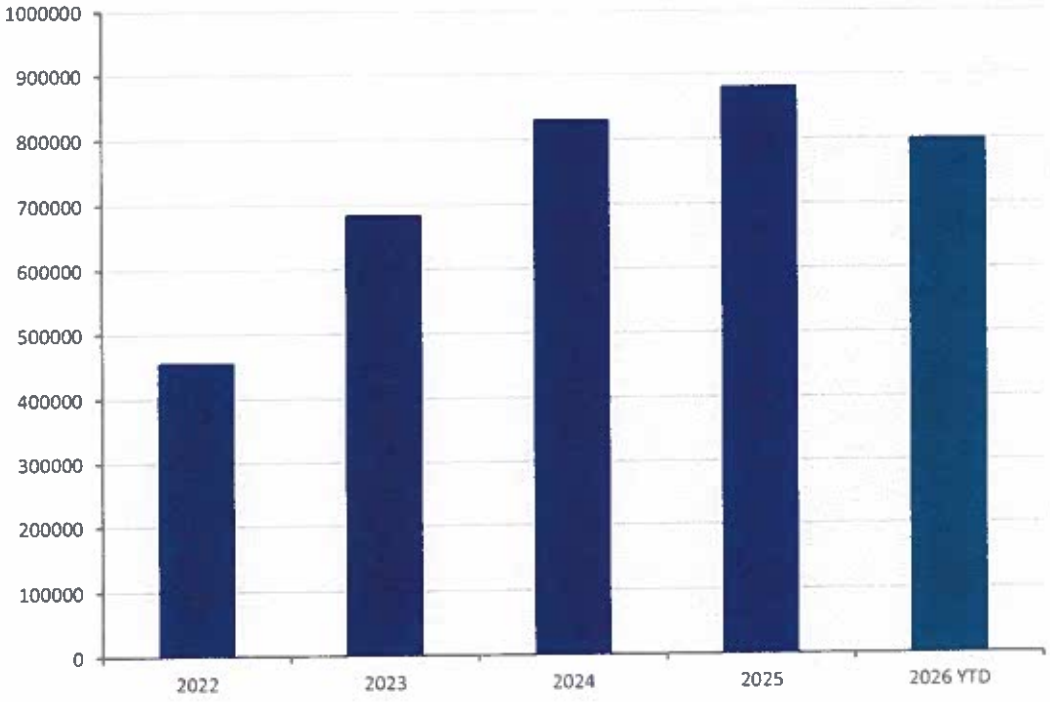
# Monthly Net Revenue to Town




*Net revenue to town by month. 2026 shown through October.*

REVENUE

# Multi-Year Comparison




| Year | Gross | Net to Town | YoY |
|---|---|---|---|
| 2022 | $684,011 | $455,840 | — |
| 2023 | $1,020,002 | $684,013 | 50.1% |
| 2024 | $1,210,166 | $829,399 | 21.3% |
| 2025 | $1,285,462 | $880,136 | 6.1% |
| 2026 * | $1,166,463 | $799,118 | -3.7% |

** 2026 = YTD through October. 2022 was the launch year (paid parking began April).*

PERMITS

# Permit Counts by Type

| Permit Type | 2026 Qty | 2026 Net (Jan – Oct) | 2025 Net (Jan - Oct) | 2025 Net (full yr) |
|---|---|---|---|---|
| 1-hour | 8,217 | $24,731 | $27,474 | $32,220 |
| 2-hour | 11,264 | $70,110 | $81,392 | $88,943 |
| 3-hour | 6,323 | $55,432 | $65,611 | $68,366 |
| Day | 19,785 | $267,394 | $273,570 | $283,353 |
| Day upgrade | 7,996 | $49,926 | $38,271 | $41,360 |
| Week | 704 | $38,752 | $40,177 | $40,899 |
| Year (annual) | 1,696 | $205,617 | $214,796 | $228,951 |
| Year upgrade | 446 | $26,551 | $28,209 | $28,497 |
| **Total** | **56,436** | **$738,512** | **$770,151** | **$813,238** |

*2026 through October; 2025 full-year net shown in grey for reference. Day + year permits remain the top revenue drivers.*

2026 vs 2025 (Jan – Oct)

**–4.1%**

All Permits Sales

Top Driver (2026 Jan - Oct)

**$317,319**

Day permits + Day upgrades net revenue to Town (2025: $311,840, +1.8%)

2nd Driver (2026 Jan - Oct)

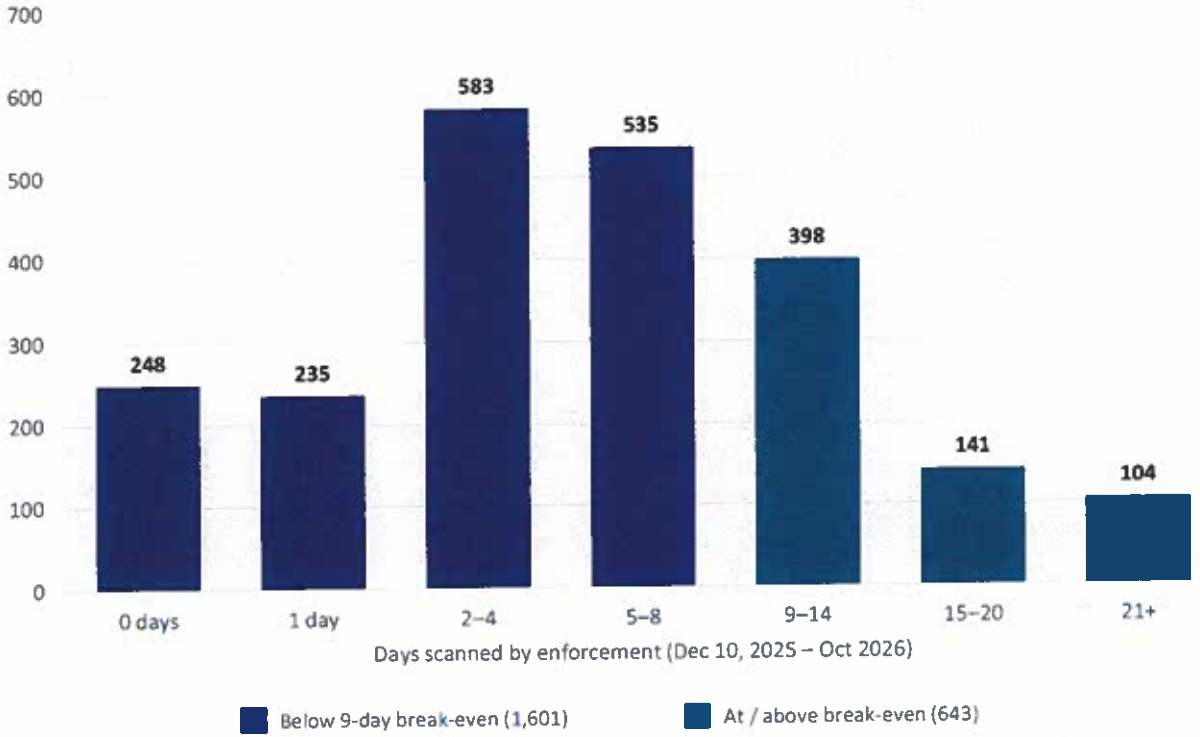
**$232,168**

Year (annual) net revenue to Town

(2025: $243,617, –4.7%)

PERMITS

# Season Permit Usage




2026 season permits ($175)

**2,244**

active permits · 6 refunded

Median days scanned

**5 days**

average 6.8 · max 68

Reached 9-day break-even

**29%**

643 holders vs. $20 day permit

*Days scanned = separate days enforcement scanned the vehicle, so actual use may be higher. Season valid through Dec 1, 2026. Break-even = $175 ÷ $20 day permit = 9 days. 5 crew permits not shown.*

CITATIONS

# Citations Issued by Type

| Citation Type | 2026 Count (Jan – Oct) | % of 2026 | 2025 (Jan - Oct) | 2025 (full yr) |
|---|---|---|---|---|
| No valid permit | 3,240 | 87.9% | 3,687 | 4,207 |
| Trailer (no permit) | 137 | 3.7% | 126 | 134 |
| No Parking Zone / ROW | 130 | 3.5% | 118 | 121 |
| Non-LSV in LSV space | 89 | 2.4% | 50 | 52 |
| Opposing traffic | 43 | 1.2% | 62 | 64 |
| Handicap space | 28 | 0.8% | 40 | 47 |
| On roadway / travel lane | 7 | 0.2% | 13 | 14 |
| Over 30-minute limit | 5 | 0.1% | — | — |
| Blocking driveway / mailbox | 4 | 0.1% | — | — |
| < 40 ft of intersection | 1 | 0.0% | 9 | 9 |
| Park lot misuse | 1 | 0.0% | — | — |
| Fire hydrant / lane | 1 | 0.0% | 1 | 1 |
| **Total (by type)** | **3,686** | **100%** | **4,110** | **4,654** |

**3,686**

Total citations by type
2026 Jan – Oct
(2025: 4,110, −10%)

**Overall YoY Citation Reduction**

**21%**

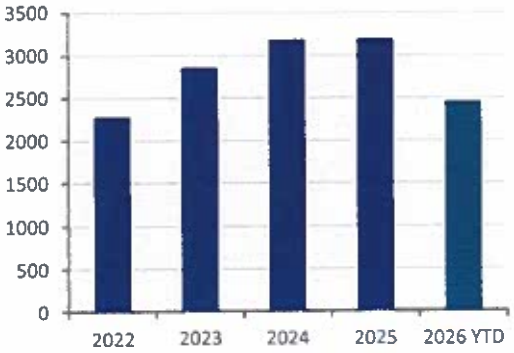
**12% No valid permit reduction (88% of overall citations)**

*2026 through October; 2025 full-year counts in grey for reference. By-type totals can slightly exceed issued (some citations carry multiple codes).*

CITATIONS

# Issued, Warnings, & Deleted / Refunded

*2026 year-to-date (Jan–Oct)*




| Citation Type | 2026 Count (Jan – Oct) | 2025 (Jan - Oct) | % Change |
|---|---|---|---|
| **Issued** | **3,678** | **4,083** | -9.9% |
| **Warnings** | **189** | **250** | -24.4% |
| **Deleted / Refunded** | **1,042** | **1,055** | -1.2% |
| **Net** (Issued + Warnings – Deleted/Refunded) | **2,447** | **2,778** | -11.9% |

**Context**

- Net total = issued – warnings – deleted/refunded = 2,447
- 2025 full year for comparison: 4,625 issued · 273 warnings (5.9%) · 1,166 deleted (25.2%) · 3,186 net
- A large proportion of Deleted/refunded citations are when we help a customer fix an error (e.g. mistyped license plate)
- Some warnings are citations that were reduced after issuance

*2026 through October; By-type totals can slightly exceed issued (some citations carry multiple codes).*

CITATIONS

# Citation Rate vs. Vehicles Parked




Overall rate 2026
(Jan – Oct)

**4.77%**

(2025 Jan – Oct overall rate: 4.59%)

*Rate = net citations ÷ park events (each parking event counted, the same unit as a citation), by month. In-season (Apr–Sep): 4.2% vs. 4.0% in 2025.*

CITATION PAYMENTS

# Citation Payments Received

| Payment Window | 2026 Count (Jan – Oct) | 2026 Net (Jan – Oct) | 2025 Net (Jan - Oct) | 2025 Net (full yr) |
|---|---|---|---|---|
| Same-day payment | 1,378 | $23,440 | $26,263 | $30,856 |
| Within 30 days | 473 | $16,323 | $17,186 | $19,222 |
| After 30 days (late fee) | 35 | $1,820 | $3,069 | $3,641 |
| Special ($250) | 7 | $1,174 | $1,047 | $1,047 |
| Via Collections | 97 | $2,353 | $2,661 | $2,702 |
| **Total paid (these windows)** | **1,990** | **$45,111** | **$50,226** | **$57,468** |

Violation payment rate (2026 Jan - Oct)

**77.3%**

2025 Jan – Oct: 78.1%

**Note**

- Most violations are paid same-day.
- Payment rate = paid ÷ (paid + unpaid);
- 2025 full year payment rate was 78.9%

SUMMARY

# Observations & Recommendations

## Observations

- 2026 net to town $799,118 (Jan–Oct), –3.7% vs. same months 2025
- 2026 vehicles 47,008 (Jan–Oct), -18.6% vs. same months 202
- Citation rate 4.8% (Jan–Oct) vs. 4.6% in 2025 — under the 5% target
  - In-season (Apr–Sep) 4.2% (2025: 4.0%)
- No-permit violations are the most common citation (~88%)
- Citation payment rate is consistent 77.3% 2026 vs. 78.1% in 2025

## Recommendations for 2027

- No recommendations are suggested – Parking was effective and efficient in 2026

otto
CONNECT




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# Questions & Discussion

Holden Beach · Otto Connect · SurfCAST Parking Management Platform

Town of Holden Beach
AGENDA TOPIC COVER SHEET

TO: Holden Beach BOC

MEETING DATE: 11/17/26

FROM: Assistant Manager Ferguson DATE SUBMITTED: 11/3/26

---

**ISSUE/ACTION REQUESTED:** Consideration and possible action on draft final concepts for the Block Q/Jordan Boulevard Area Master Plan.

**BACKGROUND/PURPOSE OF REQUEST:** At a September special meeting, McGill led the Board of Commissioners through alternatives for the Block Q/Jordan Boulevard area. Tonight, representatives will present revised concepts that focus on feedback received at the work sessions.

**FISCAL IMPACT:** (select one)

| | | |
|---|---|---|
| BUDGET AMENDMENT REQUIRED: | YES☐ | NO☒ |
| CAPITAL IMPROVEMENT PLAN ITEM: | YES☐ | NO☒ |
| PRE-AUDIT CERTIFICATION REQUIRED: | YES☐ | NO☒ |
| REVIEWED BY FINANCE DIRECTOR: | YES☐ | NO☒ |

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**CONTRACTS/AGREEMENTS:** (select one)

| | | |
|---|---|---|
| REVIEWED BY TOWN ATTORNEY: | YES☐ | NO☒ N/A |

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**ADVISORY BOARD RECOMMENDATION:** N/A

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**FINANCE RECOMMENDATION:**

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**TOWN MANAGER'S RECOMMENDATION: Receive presentation.**

TOWN OF HOLDEN BEACH

# Block Q /Jordan Boulevard Area – Master Plan

## Board of Commissioners Meeting

November 17, 2026

# Block Q / Jordan Boulevard Project Area



# PREVIOUS ACTIVITIES

## COMMUNITY ENGAGEMENT ACTIVITIES – JULY 29-31, 2026

1. Community Survey/Questionnaire
2. Public Meeting
3. Focus Groups
   - Boating & Outdoor Enthusiasts
   - Families & Youth
   - Business/Commercial Interests
   - Town Staff
4. Board of Commission Interviews

## PARKS & RECREATION ADVISORY BOARD WORK SESSION – SEPTEMBER 3, 2026

## BOARD OF COMMISSIONERS WORK SESSION – SEPTEMBER 4, 2026

# Prevailing Themes

Direction centered on a coordinated "town-center" plan and future flexibility.

### Create a Cohesive Plan

Establish a clear long-term framework and avoid piecemeal improvements.

### Improve Circulation

Clarify road patterns, separate pedestrians from vehicles and better organize boat parking.

### Strengthen Connections

Connect Town Hall, Block Q, Bridgeview Park, Jordan Boulevard, the beach and waterfront.

### Enhance Central Civic Area

Use landscaping, streetscape improvements and defined edges to strengthen the arrival experience.

### Balance Uses

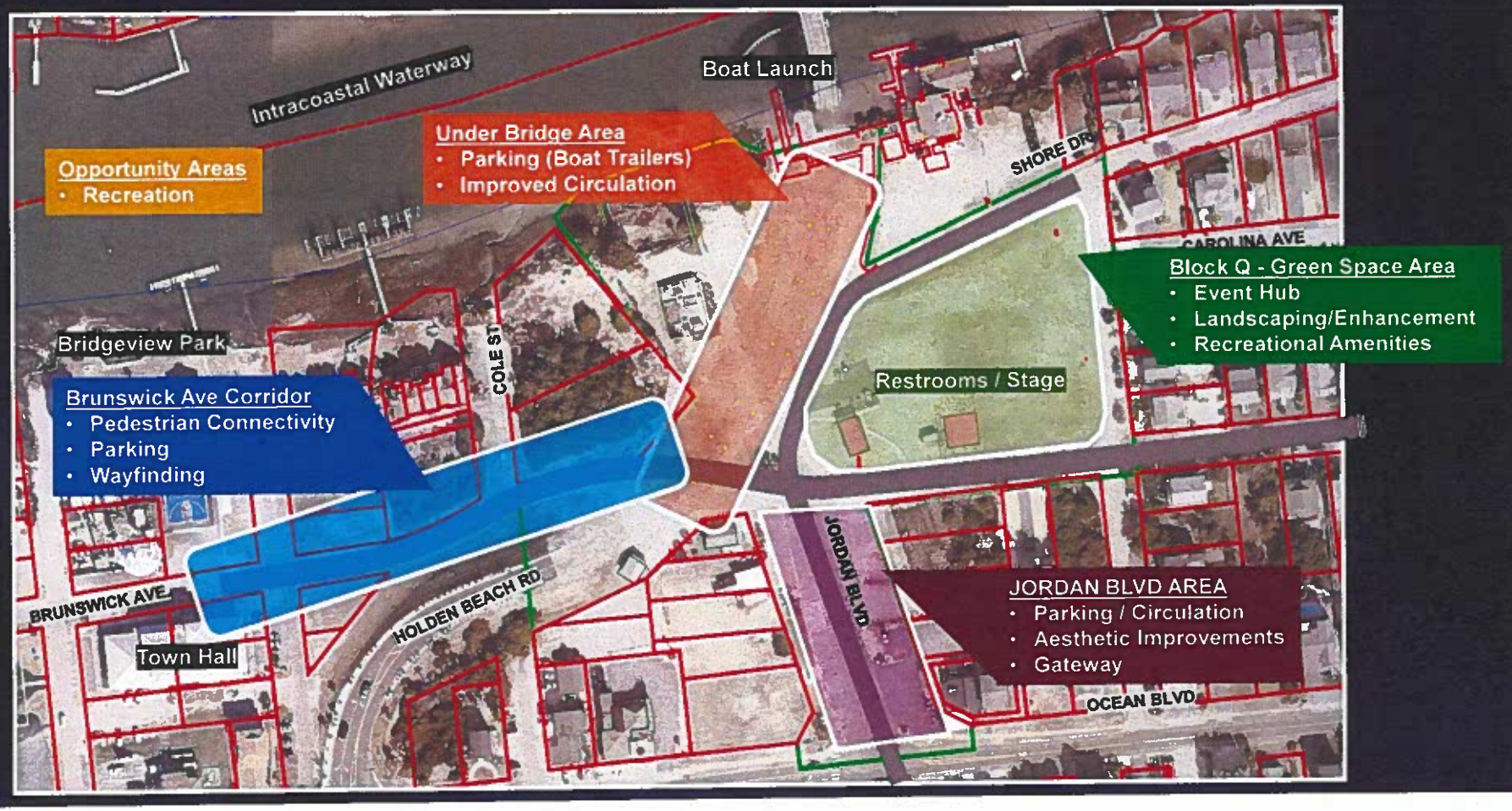
Retain green space while evaluating recreation, events, parking and waterfront access.

### Protect Future Options

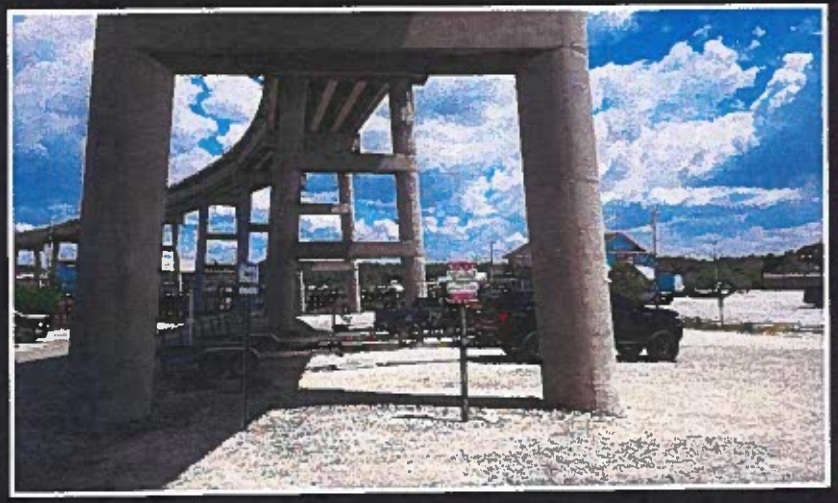
Allow room for changing needs and evaluate strategic adjacent-property opportunities.

# A Unified Vision: Design Concepts & Connections

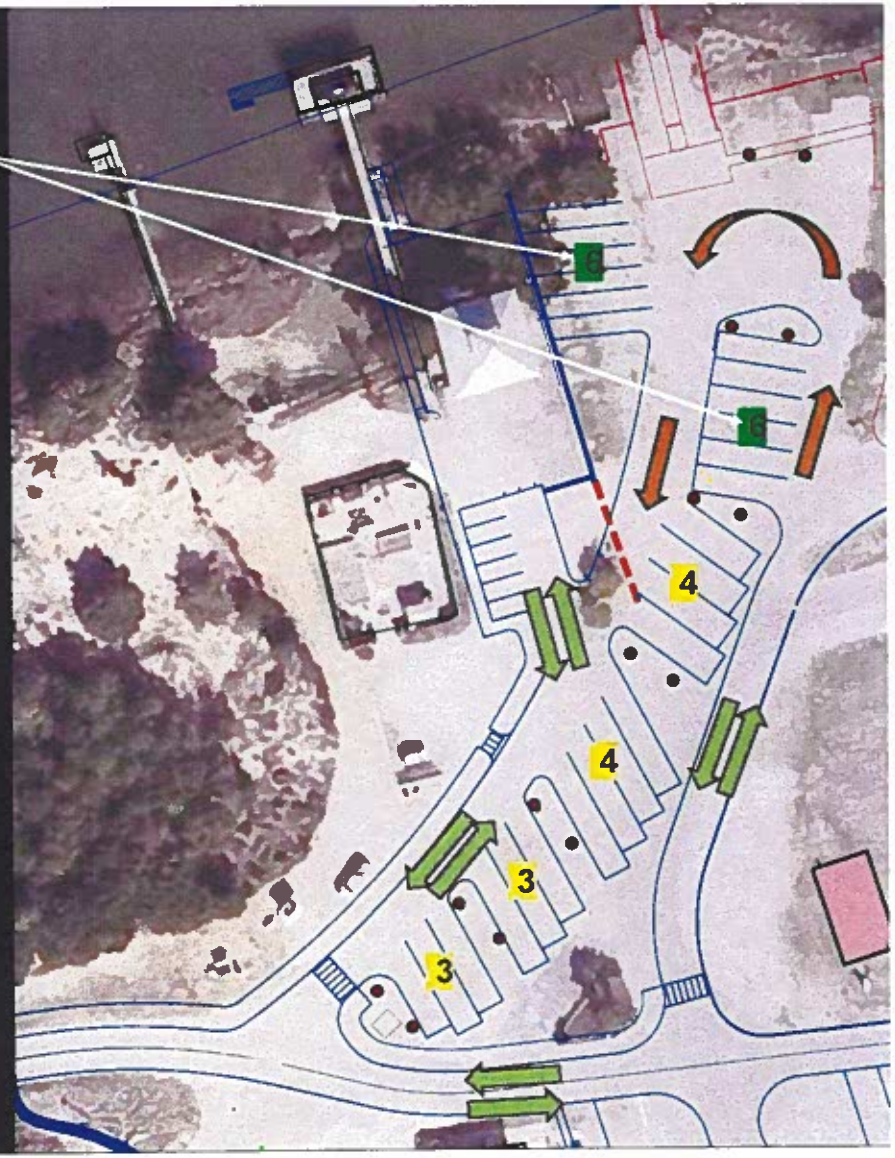
# Creating a Connected Framework



# Concept – Under Bridge Area



Currently used as boat trailer parking




**Parking Summary**

Approx.
Paid Boat Trailer Parking: 14
Free Boat Trailer Parking: 12

# Concept - Block Q Green Space Improvements



Covered Bench Swings



Accessible Plaza Space



Shaded Gathering Areas





Coastal Landscaping



Hammock Stands



Picnic Shelter

# Concept – Brunswick Avenue Corridor



# Jordan Boulevard Improvements

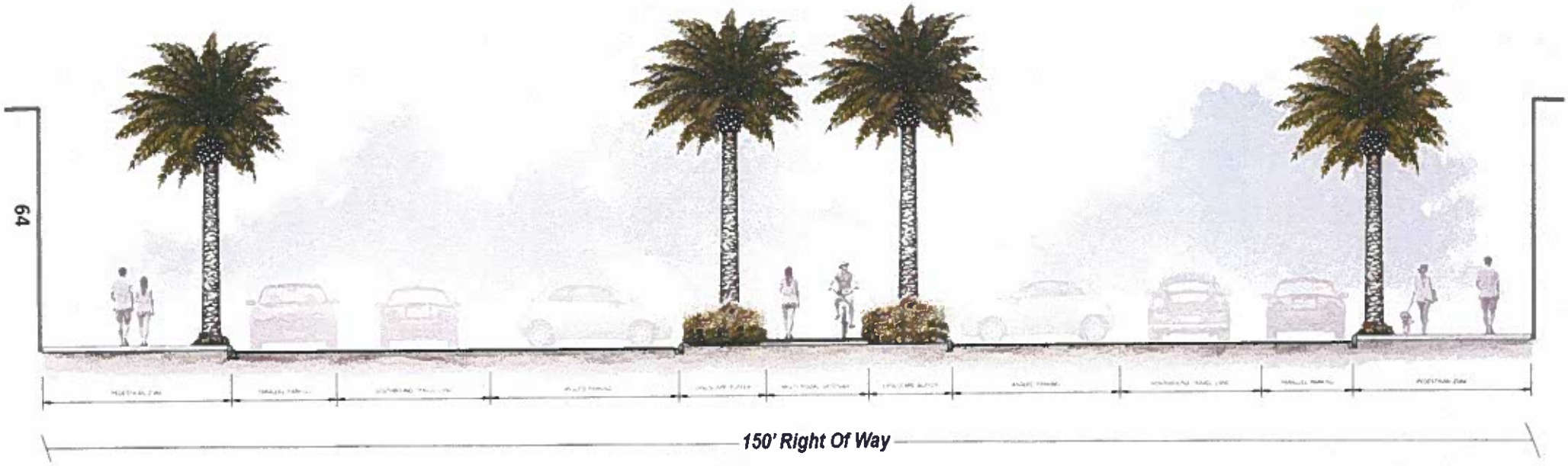


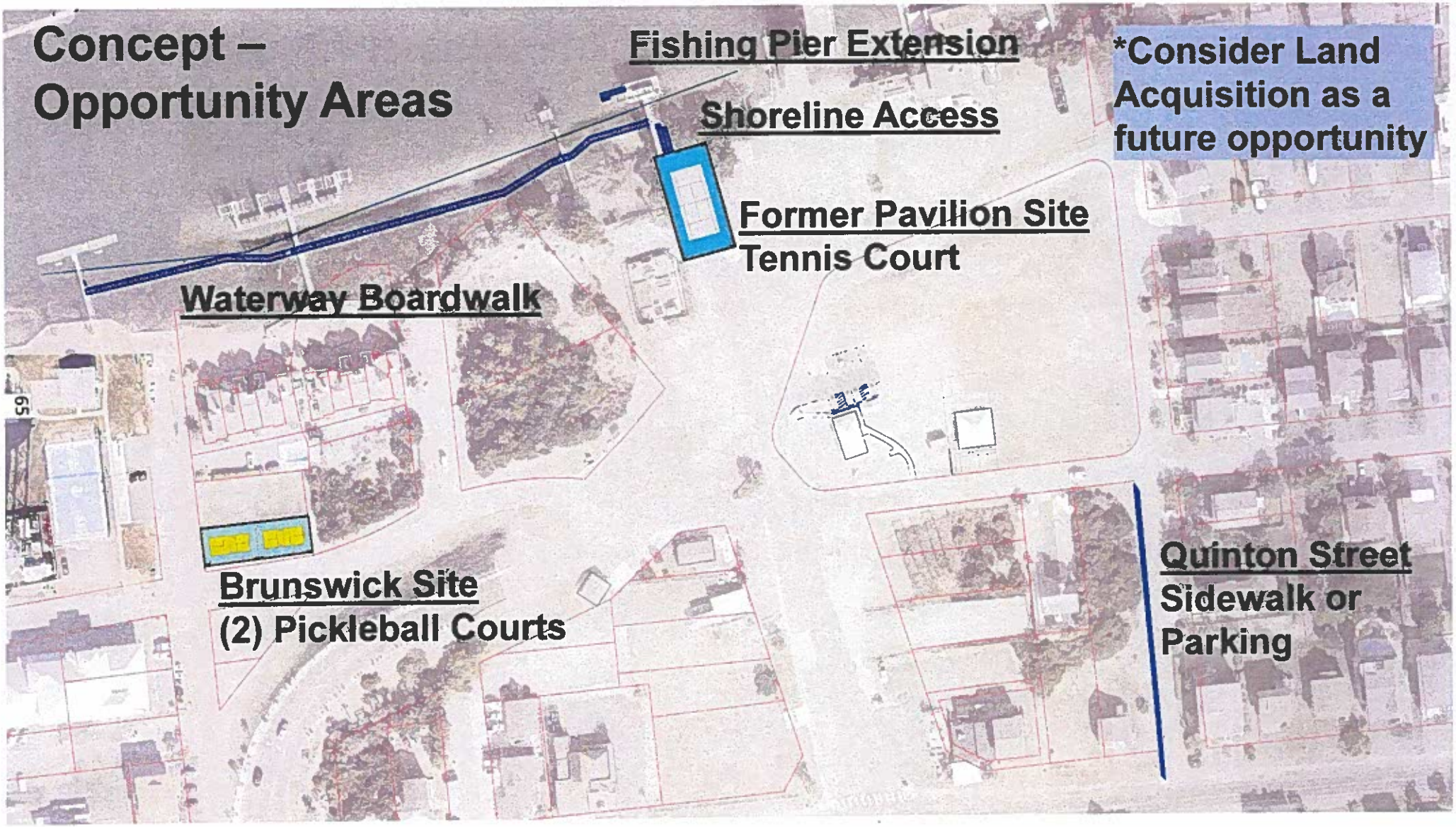





Approx. 43 parking spaces

# Jordan Boulevard Cross-Section




Concept –
Opportunity Areas
Fishing Pier Extension
Shoreline Access
*Consider Land Acquisition as a future opportunity
Former Pavilion Site
Tennis Court
Waterway Boardwalk
Brunswick Site
(2) Pickleball Courts
Quinton Street
Sidewalk or Parking

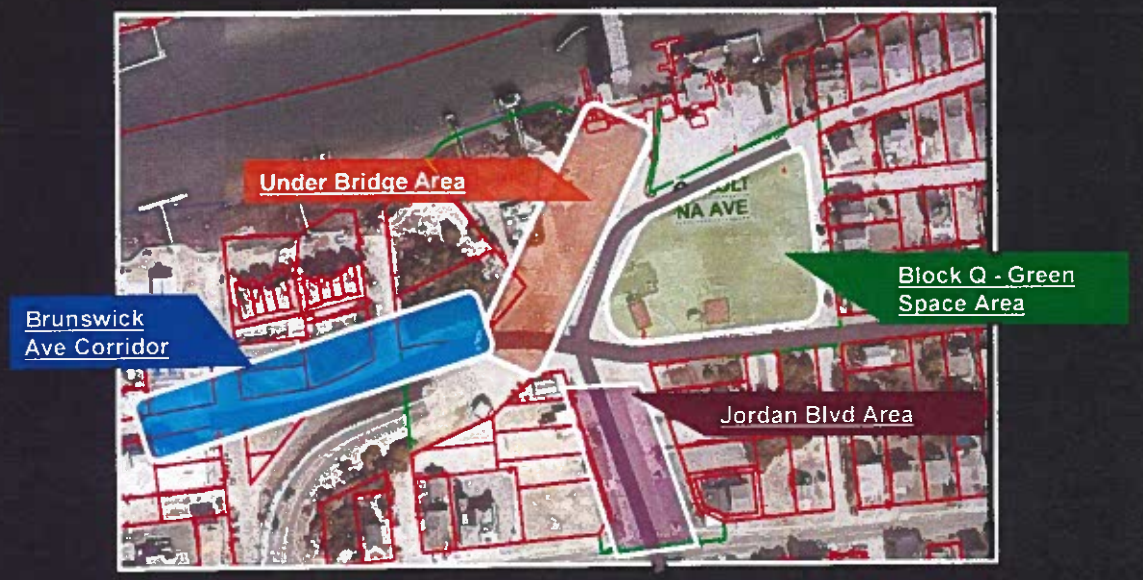
# Preliminary Conceptual Cost Estimate

Under Bridge Area Improvements
$850,000

Block Q Green Space Improvements
$2,660,000

Brunswick Avenue Improvements
$675,000

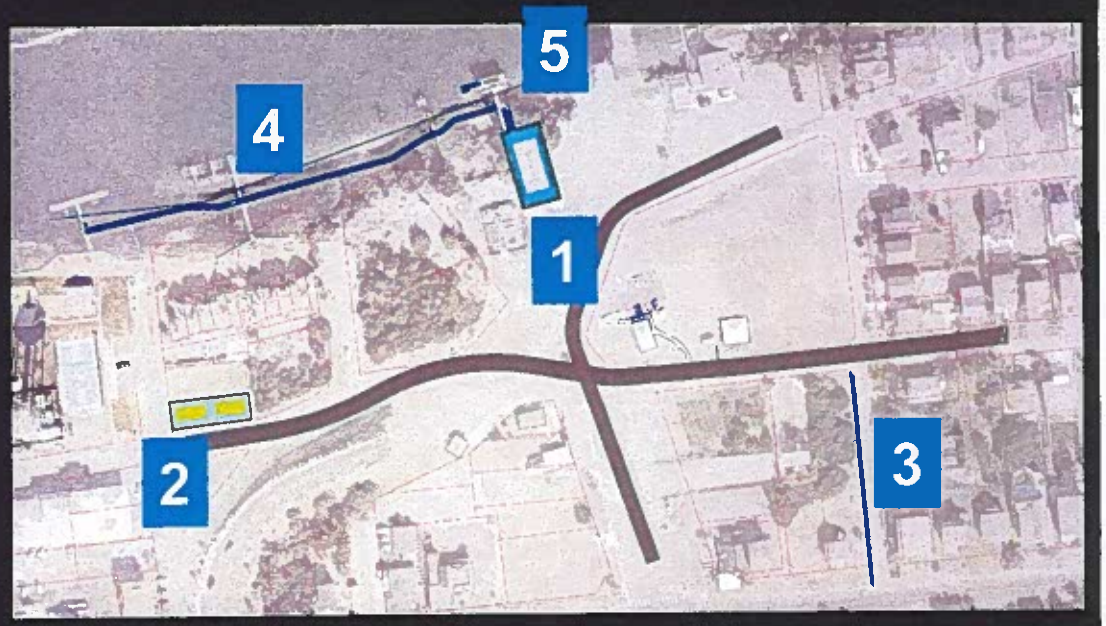
Jordan Boulevard Improvements
$2,270,000

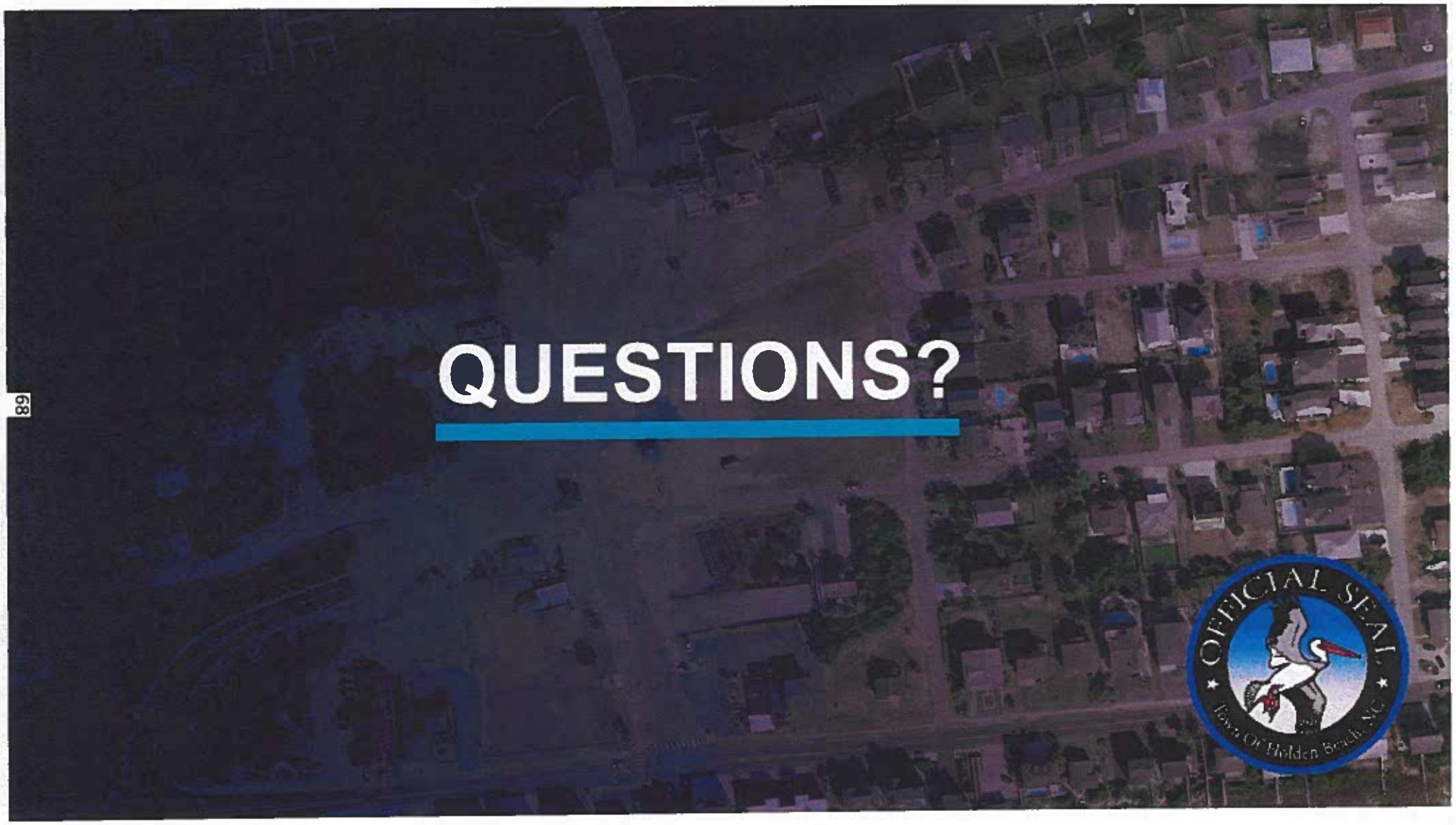


# Preliminary Conceptual Cost Estimate

Opportunity Areas

1. Tennis Court - $370,000
2. Pickleball Courts - $230,000
3. Quinton Street Sidewalk
   Or Parking - $310,000
4. Waterway Boardwalk - $500,000
5. Fishing Pier & Beach Access - $370,000




QUESTIONS?
OFFICIAL SEAL

Town of Holden Beach
AGENDA TOPIC COVER SHEET

TO: Holden Beach BOC

MEETING DATE: 11/17/26

FROM: Assistant Manager Ferguson DATE SUBMITTED: 11/3/26

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**ISSUE/ACTION REQUESTED:** Discussion and possible action on collaboration with universities concerning the pier property.

**BACKGROUND/PURPOSE OF REQUEST:** At the October meeting, by consensus, staff was directed to engage universities to find out what their capabilities were regarding the pier property. Attached you will find a memo with a table that I will explain in further detail at the meeting. There are also sample questions to consider.

**FISCAL IMPACT:** (select one)

| | | |
|---|---|---|
| BUDGET AMENDMENT REQUIRED: | YES☐ | NO☒ |
| CAPITAL IMPROVEMENT PLAN ITEM: | YES☐ | NO☒ |
| PRE-AUDIT CERTIFICATION REQUIRED: | YES☐ | NO☒ |
| REVIEWED BY FINANCE DIRECTOR: | YES☐ | NO☒ |

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**CONTRACTS/AGREEMENTS:** (select one)

| | | |
|---|---|---|
| REVIEWED BY TOWN ATTORNEY: | YES☐ | NO☒ N/A |

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**ADVISORY BOARD RECOMMENDATION:** N/A

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**FINANCE RECOMMENDATION:**

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**TOWN MANAGER'S RECOMMENDATION: Receive information and possible decision on university collaboration.**

Date: November 2, 2026

To: Mayor Holden and Board of Commissioners

From: Christy Ferguson, Assistant Town Manager

Re: Collaboration with Universities/Economic Impact Study

At the last board meeting, the BOC directed the Town Manager to have staff bring back information regarding partnering with universities for evaluating recreational use alternatives at the pier property and information regarding an economic impact study.

To date the following information has been obtained as outlined in the table below:

| University | Task | Outcome |
|---|---|---|
| UNCW | Engineering | No to recreational use alternatives. Waiting to hear from Recreation and Tourism Dept. |
| | Economic Impact | Possibility of students or contracting with faculty |
| NC State | Economic Impact | Yes to students, would be the spring. Cost-benefit analysis major project |
| ECU | Economic Impact | No to students for capstone. Yes to contracting with faculty and potentially ECON Games. |
| Coastal Carolina | Economic Impact | No to students for capstone. Yes to contracting with faculty. |

I will add some more details at the meeting, but I would suggest the board take the information provided at the meeting and additional questions posed to the board from universities and use it as discussion for your strategic planning session or follow up at the December meeting with additional direction to the manager.

**Econ Games- Sample Questions**

1. What is the best public recreational use of the pier property considering grant stipulations?

2. What economic value does having a fishing pier bring to a beach community and what are the top two most viable options to move the town toward construction and operation of a pier/pier building?

Town of Holden Beach
AGENDA TOPIC COVER SHEET

TO: Holden Beach BOC
MEETING DATE:11/17/2026 SUBMITTED 11/05/2026
FROM: Chief Steven Barger

**ISSUE/ACTION REQUESTED:** Discussion and possible action approving the reclassification of a police officer position to police Sergeant.

**BACKGROUND/PURPOSE OF REQUEST:** The Police Department is seeking approval to reclassify a current Police Officer position (1 FTE) to a Police Sergeant position. Reclassification will provide better daily oversight and support for patrol officers.

**FISCAL IMPACT:** (select one)

| | | |
|---|---|---|
| BUDGET AMENDMENT REQUIRED: | YES☐ | NO☒ |
| CAPITAL IMPROVEMENT PLAN ITEM: | YES☐ | NO☒ |
| PRE-AUDIT CERTIFICATION REQUIRED: | YES☐ | NO☒ |
| REVIEWED BY FINANCE DIRECTOR: | YES☒ | NO☐ |

**CONTRACTS/AGREEMENTS:** (select one)

| | | |
|---|---|---|
| REVIEWED BY TOWN ATTORNEY: | YES☐ | NO☒ |

**ADVISORY BOARD RECOMMENDATION:** N/A

**FINANCE RECOMMENDATION: I have reviewed and there is enough in the current budget, so no amendment would be needed for the current fiscal year.**

**TOWN MANAGER'S RECOMMENDATION: Approve the proposed reclassification.**

**ATTACHMENT:** Justification document

# Holden Beach Police Department
## Chief Steven Barger

*110 Rothschild St*
*Holden Beach, NC 28462*
*Phone: 910-842-6707*
*Fax: 910-846-6907*
www.hbtownhall.com
hbpd@hbtownhall.com


The Holden Beach Police Department is requesting the reclassification of one authorized Police Officer position to the rank of Police Sergeant. This request is based upon operational needs, supervisory requirements, span of control considerations, risk management, and the increasing complexity of modern law enforcement operations.

As the department continues to evolve, so do the demands placed upon supervisory personnel. Effective first-line supervision is widely recognized as one of the most important factors in ensuring accountability, organizational effectiveness, employee development, policy compliance, and quality service delivery.

Currently, the supervisory structure places significant responsibility on a limited number of employees to oversee a broad range of operational, administrative, training, community engagement, and personnel matters (Attachment 1). Industry best practices emphasize maintaining an appropriate span of control to ensure supervisors can effectively monitor performance, provide coaching and mentoring, conduct evaluations, investigate complaints, ensure policy compliance, and address employee concerns.

The proposed reclassification would strengthen the department's supervisory capacity and provide additional leadership resources necessary to support patrol operations. A Police Sergeant serves as the first line of supervision and is responsible for directing daily activities, coordinating responses to critical incidents, ensuring adherence to department policies and procedures, monitoring officer performance, addressing citizen concerns, and promoting officer safety and wellness. (Attachment 2)

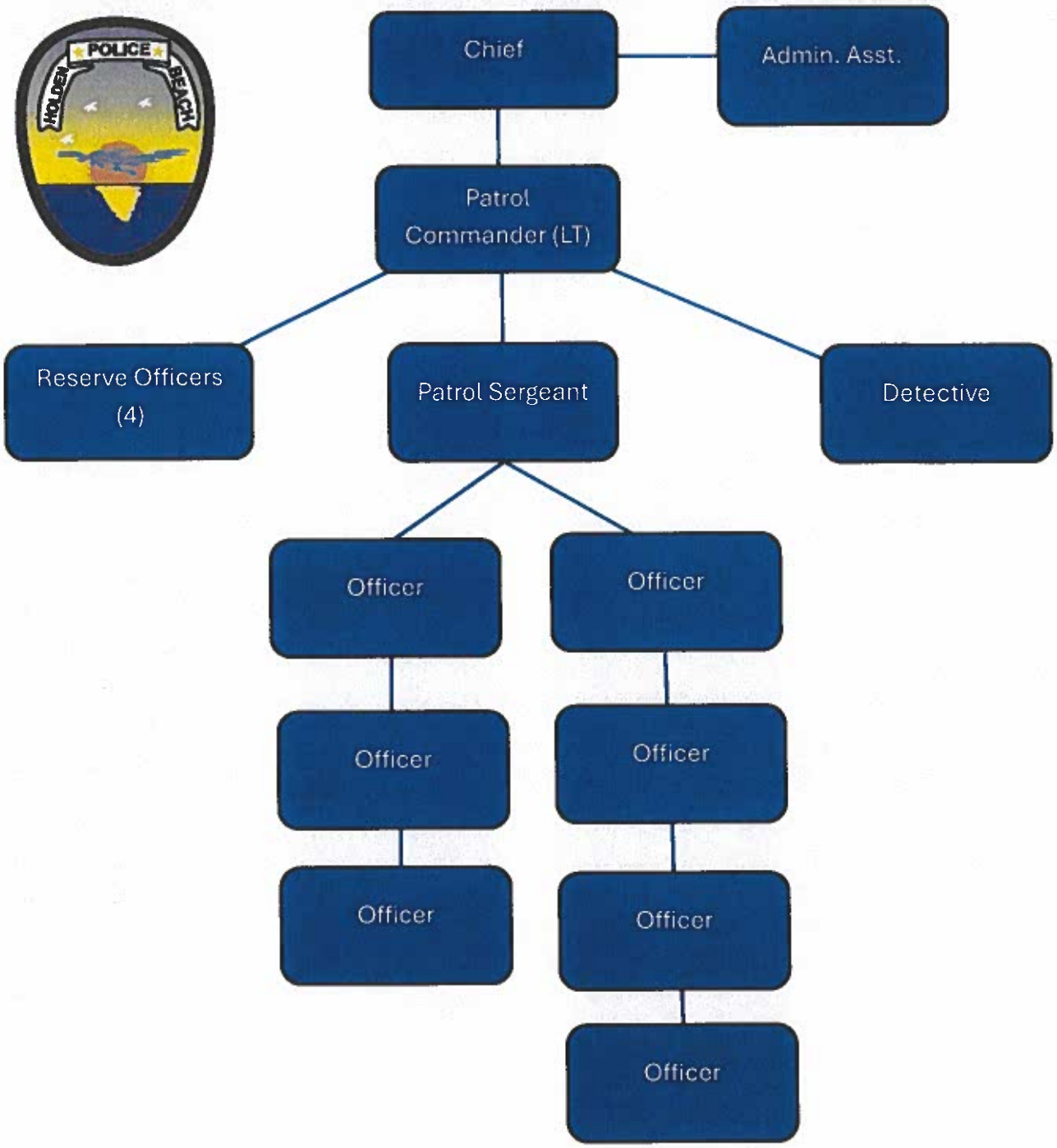
The addition of a Sergeant position would also enhance operational continuity and provide increased supervisory coverage across all shifts and operational periods. As policing becomes increasingly complex through technological advancements, reporting requirements, legal standards, training mandates, and community engagement initiatives, effective supervision becomes even more critical. Providing officers with direct access to supervisory guidance improves decision-making, promotes consistency in service delivery, and reduces organizational liability.

Establishing an additional supervisory position creates career progression opportunities for employees. Professional development and promotional opportunities are significant factors in employee retention and succession planning. Reclassifying an existing officer position to

Sergeant allows the department to recognize and develop leadership talent from within while ensuring continuity of organizational knowledge and operational expertise.

The requested reclassification represents a strategic investment in leadership, supervision, organizational effectiveness, and risk management. It aligns with accepted law enforcement management principles that recognize the importance of appropriate supervisory structures and manageable spans of control. Furthermore, it supports the Town's goals of maintaining a professional, responsive, and highly accountable police department capable of meeting current and future public safety needs.

## ATTCHMENT 1 (CURRENT ORG. CHART)



## ATTACHMENT 2 (PROPOSED CHANGE)



Town of Holden Beach
AGENDA TOPIC COVER SHEET

TO: Holden Beach BOC

MEETING DATE: 11/17/26

FROM: Town Manager Chadwick/ DATE SUBMITTED: 11/3/26

Finance Director McRainey

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**ISSUE/ACTION REQUESTED:** Discussion and possible action on approving budget amendment for reimbursement from Brunswick County for the Central Reach Project.

**BACKGROUND/PURPOSE OF REQUEST:** At the October meeting, I reported that the Town received the reimbursement from Brunswick County for the Central Reach Project. We have attached a budget amendment to recognize those funds back in the BPART fund from which they were originally appropriated. Commissioners may decide to change this or stipulate some of the uses.

**FISCAL IMPACT:** (select one)

| | | |
|---|---|---|
| BUDGET AMENDMENT REQUIRED: | YES☐ | NO☒ |
| CAPITAL IMPROVEMENT PLAN ITEM: | YES☐ | NO☒ |
| PRE-AUDIT CERTIFICATION REQUIRED: | YES☐ | NO☒ |
| REVIEWED BY FINANCE DIRECTOR: | YES☐ | NO☒ |

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**CONTRACTS/AGREEMENTS:** (select one)

| | | | |
|---|---|---|---|
| REVIEWED BY TOWN ATTORNEY: | YES☐ | NO☒ | N/A |

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**ADVISORY BOARD RECOMMENDATION:** N/A

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**FINANCE RECOMMENDATION:**

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**TOWN MANAGER'S RECOMMENDATION: Approve budget amendment.**

**TOWN OF HOLDEN BEACH**

**ORDINANCE NO. 26-09**
**AN ORDINANCE AMENDING ORDINANCE 26-03 , THE REVENUES AND APPROPRIATIONS ORDINANCE FOR FISCAL YEAR 2026-2027 (AMENDMENT NO. 4)**

Be it ordained by the Mayor and Board of Commissioners of the Town of Holden Beach, North Carolina, that Ordinance No. 26-03 appropriating funds for fiscal year 2026-2027 be amended as follows:

**PURPOSE**: To recognize the central reach project refund from the county in the FY 27 budget.

| **REVENUES** | | | |
|---|---|---|---|
| **DESCRIPTION** | **ACCOUNT #** | **AMOUNT** | **ACTION** |
| BRUNSWICK COUNTY CRP REFUND | 50.0302.0300 | 1,225,317 | INCREASE |
| | TOTAL | **1,225,317** | |
| **EXPENDITURES** | | | |
| **DESCRIPTION** | **ACCOUNT #** | **AMOUNT** | **ACTION** |
| AVAILABLE FOR APPROPRIATION | 50.0710.9200 | 1,225,317 | INCREASE |
| | TOTAL | **1,225,317** | |

The Finance Officer as may be appropriate is hereby authorized to effect such administrative actions as necessary to ensure compliance with the Local Government Fiscal Control Act and Governmental Accounting Standards Board.

This amendment is effective the 17th day of November, 2026.

ATTEST:

J. Alan Holden, Mayor

Heather Finnell, Town Clerk