



Town of Holden Beach
Board of Commissioners
Public Hearing/Regular Meeting

Tuesday, September 20, 2022
5:00 PM

Holden Beach Town Hall
Public Assembly



**TOWN OF HOLDEN BEACH
BOARD OF COMMISSIONERS' PUBLIC HEARING/REGULAR MEETING
HOLDEN BEACH TOWN HALL – PUBLIC ASSEMBLY
TUESDAY, SEPTEMBER 20, 2022 - 5:00 P.M.**

PUBLIC HEARING: Board of Commissioners' Intent to Permanently Close a Portion of Carolina Avenue from its Intersection with Jordan Boulevard to its Intersection with Quinton Street

REGULAR MEETING:

1. Invocation
2. Call to Order/ Welcome
3. Pledge of Allegiance
4. Agenda Approval
5. Approval of Minutes
 - a. Minutes of the Public Hearing/Regular Meeting of August 16, 2022
(Pages 1 – 7)
6. Public Comments on Agenda Items
7. Status Update and Additional Work Needed for Corps' Coastal Storm Risk Management Study – Colonel Bennett (Assistant Town Manager Ferguson)
(Pages 8 – 11)
8. Police Report – Chief Dixon
(Pages 12 – 18)
9. Inspections Department Report – Inspections Director Evans
(Pages 19 – 21)
10. Discussion and Possible Action on Statements of Qualifications Received for Block Q and the Pier Properties – Town Manager Hewett
(Page 22, Separate Packet)
11. Discussion and Possible Action on Ordinance 22-20, An Order Closing Carolina Avenue from its Intersection with Jordan Boulevard to its Intersection with Quinton Street – Town Clerk Finnell
(Pages 23 – 26)
12. Discussion and Possible Scheduling of a Date to Hold a Special Meeting to Interview Potential Candidates to Fill the Vacancy on the Board of Commissioners and to Select a New Member to Fill the Vacancy – Town Clerk Finnell
(Page 27, Separate Packet)

13. Discussion and Possible Action on Potential Funding Options Presented by Brunswick County for Biosolids Disposal – Public Works Director Clemmons (Pages 28 – 31)
14. Discussion and Possible Direction on Establishing a Stormwater Management Program – Public Works Director Clemmons (Pages 32 – 43)
15. Discussion and Possible Action on Encroachment Agreement between the Town and Jerry Fairchild (222 Ocean Boulevard East) – Inspections Director Evans (Pages 44 – 48)
16. Discussion and Possible Action on Jordan Boulevard Restrooms – Commissioner Kwiatkowski (Page 49)
17. Inlet Hazard Area Situation Update from Town Staff – Commissioner Kwiatkowski (Page 50)
18. Discussion and Possible Action on Planning for Dry Sand Placement of Mats and Discussion of Potential Residential Use for Walkways – Commissioner Kwiatkowski (Pages 51 – 54)
19. Discussion and Possible Approval of Ordinance 22-21, An Ordinance Enacting and Adopting a Supplement to the Code of Ordinances of the Town of Holden Beach, North Carolina (Supplement 17) – Town Clerk Finnell (Pages 55 – 56, Separate Packet)
20. Discussion and Possible Approval of Resolution 22-08, Resolution Approving Truist Signature Card – Town Clerk Finnell (Pages 57 – 58)
21. Discussion and Possible Action on Ordinance 22-22, An Ordinance Amending Ordinance 22-14, The Revenues and Appropriations Ordinance for Fiscal Year 2022 – 2023 (Amendment No. 1) – Budget & Fiscal Analyst McRaney (Pages 59 – 60)
22. Public Comments on General Items
23. Town Manager's Report
24. Mayor's Comments
25. Board of Commissioners' Comments
26. Closed Session Pursuant to North Carolina General Statute 143-318.11(a)(6), Personnel (Commissioner Murdock), North Carolina General Statute 143-318.11(a)(3), Consult with the Attorney (Town Manager Hewett) and North Carolina General Statute 143-318.11(a)(1), To Prevent the Disclosure of Privileged Information (Town Clerk Finnell)
27. Adjournment

* Visit <https://www.facebook.com/holdenbeachtownhall/> to watch the livestream of the meeting. Public comments can be submitted to heather@hbtownhall.com prior to 12:00 p.m. on September 20, 2022.



**TOWN OF HOLDEN BEACH
BOARD OF COMMISSIONERS
PUBLIC HEARING/REGULAR MEETING
TUESDAY, AUGUST 16, 2022 – 5:00 P.M.**

The Board of Commissioners of the Town of Holden Beach, North Carolina met for a Public Hearing/Regular Meeting on Tuesday, August 16, 2022 at 5:00 p.m. in the Town Hall Public Assembly. Present were Mayor J. Alan Holden; Mayor Pro Tem Rick Smith; Commissioners Brian Murdock, Page Dyer and Pat Kwiatkowski; Town Manager David W. Hewett; Town Clerk Heather Finnell; Assistant Town Manager Christy Ferguson; Inspections Director Tim Evans; Police Chief Jeremy Dixon; Lieutenant Frank Dilworth; Budget and Fiscal Analyst Daniel McRainey; and Town Attorney Rick Green.

PUBLIC HEARING: NC PUBLIC BEACH AND COASTAL WATERFRONT ACCESS GRANT APPLICATION

Assistant Town Manager Ferguson explained the public hearing is on the 50' lot at the pier. It is a beach access to include a Hatteras ramp and walkway. We brought it up in a pre-application that was approved and were invited to submit a final application. The application is due September 19th.

No comments were made. Mayor Holden closed public hearing at 5:05 p.m.

REGULAR MEETING:

Mayor Holden asked for a moment of silence and then called the meeting to order.

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

Motion by Commissioner Murdock to approve the agenda as presented; second by Mayor Pro Tem Smith; approved by unanimous vote.

APPROVAL OF MINUTES

Motion by Mayor Pro Tem Smith to approve the minutes as written for the July 19th (2022) Special Meeting and the July 19th (2022) Regular Meeting; second by Commissioner Murdock; approved by unanimous vote.

PUBLIC COMMENTS ON AGENDA ITEMS

Jim Bauer said in the short time he has lived here, he has seen short projects being rushed, like the pier, paid parking, golf carts and push carts on the beach with very little public support. He said due to the passing of the commissioner, we need to look critically at the recent actions of the Board. He reviewed his concerns. Mr. Bauer said when the Town gets a new commissioner, we need an educated, thoughtful and insightful individual and need someone who understands the value of a plan.

POLICE REPORT – CHIEF DIXON

- Reviewed the numbers on the report and answered questions from the Board.
- Went over the incident report. Seeing an uptick in incident reports. There are a lot of misdemeanor larcenies reported in there. Unfortunately, we don't have a lot of leads to go on. Lock your coolers, bicycles and other items up. Provided information on a boat that was stolen and recovered. They are still investigating, but hopefully charges will be coming soon.
- Reviewed state citations. LSV citations written were seven. One was for a golf cart that was not registered as a LSV. Reviewed ordinance violations. Eight involved LSVs. Otto Connect issued 492 citations.

Mayor Pro Tem Smith commended the Police Department for putting the sign up at bridge regarding LSVs.

INSPECTIONS DEPARTMENT REPORT – INSPECTIONS DIRECTOR EVANS

Inspections Director Evans said there was a correction. It should be a total of 141, not 148. It should be 148, but there were seven that were left off in the new construction in general permitting. They are holding steady and are very busy. There are a lot of additions and renovations/repairs, but they are turning over as many new homes as they are issuing certificates of occupancies. Expecting us to go back to pre-COVID permit issuance for new construction in the next year or so. The report doesn't have a way to show how many times staff touches these permits and re-reviews permits. They have a lot of phone calls. They are dealing with complaints from property owners. They interjected on three different occasions to help solve issues of property owners that are unsatisfied with the construction work. They notified the proper agencies to help assist those folks. The Inspections Department is fully staffed. They have two trainees that are learning. Inspections Director Evans talked about the great job Inspector Carey Redwine is doing. He also thinks the new permit specialist (Janna Pigott) is doing a great job.

DISCUSSION AND POSSIBLE ACTION ON FILLING GERALD BROWN'S VACANT SEAT

The process and timeline to fill Gerald Brown's seat was discussed.

Motion by Mayor Pro Tem Smith that we get the applications within the next 30 days and on the 19th have a special meeting to do interviews that evening and we can make our decision during the regular scheduled meeting on the 20th.

Commissioner Murdock said he wants to think about who is going to sit in his buddy's seat. He thinks 30 days is ample time to get something in. He talked about the timing.

Commissioner Murdock seconded the motion so it could be discussed.

Town Manager Hewett said one thing that may factor in is this is the long session of the General Assembly. He believes it starts on January 3rd. Commissioner Kwiatkowski would like to give the selected individual the benefit of time to prepare themselves for their first meeting. Mayor Pro Tem Smith said that is why he suggested having the meeting the day before. Commissioner Dyer said she doesn't think 24 hours is enough time.

Town Clerk Finnell read the motion.

The motion failed by a 1 – 3 vote with Mayor Pro Tem Smith voting for the motion and Commissioners Murdock, Dyer and Kwiatkowski voting in the negative.

Motion by Commissioner Kwiatkowski that we allow 30 days for our residents to provide the documents indicating their interest in a seat on the Board and that at our next meeting the Board sets a special meeting to interview the candidates and make the selection in advance of the October meeting; second by Commissioner Dyer.

Commissioner Kwiatkowski clarified the Board would vote to select at the special meeting and seat them at the October meeting.

The motion passed by a 3- 1 vote, with Commissioners Murdock, Dyer and Kwiatkowski voting for the motion and Mayor Pro Tem Smith voting in the negative.

Town Clerk Finnell will collect everyone's information (CV and why they want to serve). At the next Board meeting, the Board will set a special meeting. At the special meeting, the Board will interview and select someone and seat the person at the next meeting. Commissioner Kwiatkowski suggested asking people if they have any dates they aren't available.

DISCUSSION AND POSSIBLE ACTION ON ORDINANCE 22-19, AN ORDINANCE AMENDING TOWN OF HOLDEN BEACH CODE OF ORDINANCES, CHAPTER 71: TRAFFIC SCHEDULES

Town Clerk Finnell explained the ordinance was prepared in response to the Board's request to change the speed limit on Ocean Boulevard to 35 MPH for the entire road, all year.

Motion by Commissioner Dyer to approve Ordinance 22-19; second by Commissioner Murdock; approved by a 3 – 1 vote with Commissioners Murdock, Dyer and Kwiatkowski voting for the motion and Mayor Pro Tem Smith voting in the negative.

DISCUSSION AND POSSIBLE ACTION ON STATEMENTS OF QUALIFICATIONS RECEIVED FOR BLOCK Q AND THE PIER PROPERTIES

Town Manager Hewett explained in accordance with the Board's direction, staff has readvertised for the statement of qualifications for the Block Q and pier properties. McGill Associates submitted their qualifications for both projects. Stature Engineering provided a statement for the HB Pier property only. They are before the Board for consideration. If/how firms were contacted was discussed. Commissioner Murdock said he doesn't want to go on one or two responses for these major purchases. He proposed the Town let it out again until we get at least three responses.

DISCUSSION AND POSSIBLE ACTION ON PIER REPORTING

Town Manager Hewett said the Board requested to expand the descriptions for the pier property. In the memo he outlined the additional lines that are proposed to expand the budget. They are Pier House Renovations and Repair, Pier Renovations and Repair, 441 Professional Services, 441 Utilities and Insurance and 441 West Beach Access.

Motion by Mayor Pro Tem Smith that the new account descriptions be added to the existing chart of accounts incorporating into the budget ordinance and the Board authorizes the expenses; second by Commissioner Kwiatkowski; approved by unanimous vote.

DISCUSSION AND POSSIBLE ACTION ON NC PUBLIC BEACH AND COASTAL WATERFRONT ACCESS GRANT APPLICATION

Assistant Town Manager Ferguson explained the application has to be submitted by September 19th. Agencies that receive awards will be notified in October. She went over the specifics. She worked on this with Inspections Director Evans and Town Manager Hewett also had input. It is for the 50-foot lot for beach access at the HB Pier, to include a Hatteras ramp and walkway. The pre-application was presented to the Board at a cost of \$63,535. The new estimate based on increased costs of construction is \$66,985. The breakdowns are listed on page 30 of the agenda packet. We would request \$50,239 from DCM and we would match that with our requirement of \$16,746.

Commissioner Kwiatkowski asked about the plan for the parking around the handicap access. She inquired if this site could be specific for handicap parking. Inspections Director Evans answered that when he wrote the specifications for the grant, he wrote we would exceed the ADA requirements so that would be in good faith in what we proposed. Once they start designing it, he would assume we would take a hard look at the whole parking lot to determine if in its current state it is meeting or exceeding the ADA requirements. We can make as many ADA compliant spaces as we would like. After discussion, Assistant Town Manager Ferguson said based on what was just discussed, the sentence would change to two handicap spaces will definitely be provided and there will be evaluation of the other spaces on the lot to maximize handicap parking. The Board agreed.

Motion by Mayor Pro Tem Smith to approve the 22/23 NC Public Beach and Water Access Program final application and the town manager execute the paperwork and send it forward; second by Commissioner Kwiatkowski; approved by unanimous vote.

PUBLIC COMMENTS ON GENERAL ITEMS

Jim Bauer stated he thinks it is imperative to remember the emergency access. We need to be able to roll emergency vehicles onto the beach. He said it should be a priority as we move forward.

Rick McInturf said he shares Commissioner Murdock's frustration about getting people to bid on these big projects. He said in his experience, firms don't bid because they are too busy or they don't fully understand the scope of the project. He suggested making sure the specifications and details are clear.

TOWN MANAGER'S REPORT

- FEMA Storm Damage Repair Finances - as of last week, we received all but about \$45,000 in costs directly related to the project. That is 99.9% of the \$23 million back from FEMA. That is not counting interest costs which are still undetermined.
- To date, there were no issues of note to report to the Audit Committee. On schedule for the October 31st submission to the Local Government Commission.
- Have filled the permit specialist position and vacant public works technician position.

MAYOR'S COMMENTS

- Is sure everyone recognizes we are in hurricane season. So far it has been pretty good. It is time to remind everyone to get prepared. In doing so, we had a staff meeting this week. It went well. It was 100% attendance of staff that has responsibilities in regard to emergencies. We are on top of things and will be meeting again if we see a hurricane coming. Tries to meet with the representatives of the property management companies every year. That will be sometime in the next thirty days. Will meet and review the Town's plans and communicate to those companies.
- Wanted to make everyone aware that the HB causeway continues to be a location that is getting everyone's attention. It is a part of the county, not the Town. Everyone needs to know that property owners involved with the HB causeway have met with DOT about opportunities about what can be done to beautify the causeway. There is an ongoing effort from the business owners and concerned citizens. Looking forward to them continuing to work. He believes there was a \$40,000 grant to be used. Looking forward to seeing what kind of results will come out of that. Town Manager Hewett added it is not the Town's grant. Mayor Holden agreed.
- Tries to keep an eye on the beachfront for various reasons in his mayoral position. Every year we have more dogs on the beach. Overall owners are doing a good job of picking up waste and controlling their dogs. We have a few people that have figured out you can take a long rope, wrap it around their arm and when the patrol comes along, they hold them close, then let them go 50 – 75 feet after patrol goes by. The dog is technically on a leash but is basically running free. Talked about an experience with this last weekend. He doesn't think the intent of the ordinance is to have a limitless leash. He thinks some people are taking advantage of the intent of the rule. He thinks the ordinance needs some attention.

BOARD OF COMMISSIONERS' COMMENTS

Mayor Pro Tem Smith

- It is still tough to be up here without Gerald here with us. His intent is to try to get it filled as soon as they could so there wouldn't be an empty chair.
- Looks like the summer is slowing down. You can tell by the number of people coming over the bridge on Saturday or Sunday.
- Concerts are amazing. Good group every time. It is a happy time on Sunday evenings on Holden Beach.
- The Emergency Management meeting was his first one as mayor pro tem. It was really fulfilling to see how well prepared that our staff is, ready to take care of things getting ready for a storm and how to react and take care of things after. Have a good plan and good staff that are ready to do it. Very few changes we needed to make. Very happy to be part of it.
- LSVs – knows the guys can't be everywhere. Even today, a rainy Tuesday, saw more than the seven infractions on the way from his house. Commended Chief Dixon for the sign. Doesn't know what it will take as the magic potion to get people to abide by the laws and keep the kids restrained properly. Talked about the speed of one he saw today.
- Staff does a great job.

Commissioner Murdock

- Thanked everyone for coming out.
- Concerts – privileged to sit right across the waterway for them. There is always a good crowd. It is an excellent event and very well done. Good to see everyone coming together and enjoying themselves on Sundays.
- Thanked staff for their continued hard work.
- We have a couple of projects here at Holden Beach to take serious consideration of. Maybe we can break it into sections and get a broader group of people to try to help us out. Frustrated with the appearance of nobody wanting to work over here.
- Thinks we have had a great summer. Surprisingly uneventful.

Commissioner Dyer

- As much as we hate to fill the empty seat, we need to keep things moving. Encouraged people who have experience or want to get involved to get their information in. It is important to keep the Town moving.
- Appreciates everything the staff has done. Last couple of weeks have been pretty hot and humid. Knows first responders wear a lot of equipment. Appreciate first responders and the regular staff for keeping the Town looking nice and safe.
- Don't forget flooding when getting ready for hurricanes. Unfortunately, that has been a problem lately, even with king tides. Remember whatever you can pick up can become a projectile and ends up in the canal and marshes. Try to keep everything clean.

Commissioner Kwiatkowski

- Happy to see everyone out here.
- The Audit Committee did meet with the external auditor. The auditor was extremely complimentary about the quality of the information and the fact they had completed the single

audit that has to do with the large amount of money for the FEMA reimbursement project. There were no findings on that. That is a really good thing. They expect to have the audit completed by the deadline. The submission deadline is the end of October. We should be getting information about the overall findings of the audit, although they are not expecting anything serious at this point, before the end of October. The Audit Committee will prepare a statement on their opinion on the audit for the board for the November meeting

- Hard to believe summer is almost over. It has been a fairly calm and quiet summer as far as she has seen and heard. Hope we have many more after this that goes as smoothly as this one has.

ADJOURNMENT

Motion to adjourn by Mayor Pro Tem Smith at 6:21 p.m.; second by Commissioner Murdock; approved by unanimous vote.

J. Alan Holden, Mayor

ATTEST:

Heather Finnell, Town Clerk



Date: September 9, 2022

To: Mayor Holden and Board of Commissioners

Town Manager-IN TURN *DH*

From: Christy Ferguson, Assistant Town Manager *CF*

Re: Coastal Storm Risk Management Study

The Army Corps of Engineers will be presenting recently communicated proposed changes in the Coastal Storm Risk Management Study duration, scope, costs, and potential funding options (slides included in agenda packet). The board should consider this as an opportunity to obtain clarity on its options going forward. The board may need to consider a letter of intent regarding changes to study parameters.

BRUNSWICK COUNTY BEACHES (HOLDEN BEACH PORTION) STUDY

INTEGRATED GENERAL REVALUATION REPORT (GRR) & NATIONAL ENVIRONMENTAL POLICY ACT (NEPA) ANALYSIS

COL Benjamin Bennett
Commander, Wilmington District
US Army Corps of Engineers

20 September 2022
Holden Beach Town Council Meeting



**US Army Corps
of Engineers**





HOLDEN BEACH GRR STUDY AREA

AUTHORIZATION: Section 203 of Flood Control Act of 1966, Public Law (PL) 89-789. Original project Construction Authority

NON-FEDERAL SPONSOR: Town of Holden Beach, Brunswick County, North Carolina

PROJECT AREA: The project area is an 8-mile-long barrier island in Brunswick County, North Carolina. The island is bordered to the north by the Atlantic Intercoastal Waterway, to the east by the Lockwoods Folly Inlet, to the west by the Shallotte Inlet, and to the south by the Atlantic Ocean.





STUDY EFFORTS TO DATE AND REQUIRED

Efforts and Expenditures to date

| | |
|------------------------------|-----------|
| Hydrographic Survey Contract | \$183,610 |
| ERDC Inlet Model Evaluation | \$ 81,434 |
| USACE Labor | \$699,989 |
| Total Expenditure | \$965,033 |

Additional scope required for the study

EIS, borrow source investigations, backside waterway flooding analysis

Resulting in an additional 11 months of study and a cost increase of ~ \$1.25 M.

Disaster Relief Act 2019 funding has been requested (100% Federal if approved)



Holden Beach Police Department

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

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



Monthly Activity Log (Aug '22)

Printed on September 7, 2022

| Descriptions | Totals | |
|--|--------|----|
| 911 Hang Up (911HU) | 2 | 2 |
| Administrative Call | 1 | 1 |
| Alarm (SIG45 Signal 45) | 12 | 12 |
| Allergies or Envenomations [Alpha] | 1 | 1 |
| Allergies or Envenomations [Bravo] | 1 | 1 |
| Animal Control Call | 5 | 5 |
| Attempt to Locate (ATL) | 3 | 3 |
| Attempt to Locate (ATL); Noise Complaint | 1 | 1 |
| Breathing Problems (Asthma) [Charlie] | 1 | 1 |
| Breathing Problems (COPD) [Delta] | 1 | 1 |
| Brush Fire | 1 | 1 |
| Call By Phone (10-21Law x21L) | 15 | 15 |
| Careless & Reckless (C&R) | 2 | 2 |
| Choking [Alpha] | 1 | 1 |
| Code Enforcement | 1 | 1 |
| Confirmed Structure Fire | 3 | 3 |
| Convulsions or Seizures [Charlie] | 2 | 2 |
| Crime in Progress (10-64 x64) | 1 | 1 |
| Diabetic Problems [Delta] | 1 | 1 |
| Disabled Motorist (10-87 x87) | 7 | 7 |
| Disturbance or Disorderly Subject | 7 | 7 |

| Descriptions | Totals | |
|---|--------|----|
| Domestic Disturbance (10-82 x82) | 4 | 4 |
| Domestic Disturbance (10-82 x82); Welfare Check | 1 | 1 |
| Drunk Driver (10-55 x55) | 1 | 1 |
| Falls [Alpha] | 3 | 3 |
| Falls [Alpha]; Good Intent Call (Fire) | 2 | 2 |
| Falls [Bravo] | 1 | 1 |
| Falls [Delta] | 1 | 1 |
| Fight in Progress (10-40 x40) | 1 | 1 |
| Fire Alarm Activation | 3 | 3 |
| Fireworks | 3 | 3 |
| Give Subject a Ride (10-5 x5) | 1 | 1 |
| Good Intent Call (Fire) | 2 | 2 |
| Good Intent Call (Fire); Missing or Abandoned Person | 1 | 1 |
| Hemorrhage [Alpha]; Disturbance or Disorderly Subject | 1 | 1 |
| Illegal Burn | 1 | 1 |
| Improperly Parked Vehicle (10-70 x70) | 40 | 40 |
| Intoxicated Person (10-56 x56) | 1 | 1 |
| Investigate Narcotics Activity (Signal 49 SIG49 10-98 x98) | 1 | 1 |
| Investigate Narcotics Activity (Signal 49 SIG49 10-98 x98); Attempt to Locate (ATL) | 1 | 1 |
| Keys In Vehicle or Lockout | 2 | 2 |
| Lost or Found Property | 4 | 4 |
| Meet with Complainant (10-83 x83) | 21 | 21 |
| Meet with Subject or Officer (10-25 x25) | 1 | 1 |
| Missing or Abandoned Person | 1 | 1 |

| Descriptions | Totals | |
|--|------------|------------|
| Noise Complaint | 4 | 4 |
| Open Door | 1 | 1 |
| Overdose or Poisoning (Violent) [Charlie] | 1 | 1 |
| Psychiatric or Abnormal Behavior or Suicidal (Violent) [Delta] | 1 | 1 |
| Shots Fired (10-96 x96) | 1 | 1 |
| Sick Person [Alpha] | 1 | 1 |
| Sick Person [Charlie] | 1 | 1 |
| Special Check - Business - Residence (10-79 x79) | 388 | 388 |
| Stopping Vehicle (10-61 x61) | 29 | 29 |
| Stroke or TIA [Charlie] | 1 | 1 |
| Suspicious Vehicle or Subject (10-60 x60) | 13 | 13 |
| Take Written Report (10-92 x92) | 3 | 3 |
| Traffic Accident (Property Damage Only 10-50PD x50PD) | 4 | 4 |
| Traffic Control (10-58 x58) | 2 | 2 |
| Trespassers | 4 | 4 |
| Trespassers; Intoxicated Person (10-56 x56) | 1 | 1 |
| Unconscious or Fainting [Delta] | 1 | 1 |
| Unit Busy at Location (10-6 x6) | 1 | 1 |
| Water or Sewer Problems | 4 | 4 |
| Water Rescue | 2 | 2 |
| Welfare Check | 7 | 7 |
| | 1 | 1 |
| Totals | 638 | 638 |



Holden Beach Police Department

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



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HBPD Monthly Report (Aug '22)

Printed on September 7, 2022

| Reported | Case Number | Address | Offenses | Disposition |
|----------------|-------------|-------------------|--|----------------------------|
| 08/05/22 09:52 | HBP22-00063 | 737 OCEAN BLVD W | 14-160 - INJURY TO PERSONAL PROPERTY; 14-72(A) - FELONY LARCENY; 14-72(A) - LARCENY OF MOTOR VEHICLE | Investigator Requested |
| 08/14/22 11:15 | HBP22-00064 | 123 CRAB ST | 14-27.33 - SEXUAL BATTERY | Investigator Requested |
| 08/27/22 15:20 | HBP22-00065 | 115 OCEAN BLVD W | 14-72(B)(2) - LARCENY AFTER BREAK/ENTER; 14-159.6(A) - TRESPASS ON POSTED PROPERTY; 14-54(A) - BREAKING AND OR ENTERING (F)/ LARCENY | Closed - Unfounded |
| 08/27/22 18:03 | HBP22-00066 | 308 BRUNSWICK AVE | 14-33(C)(4) - ASSAULT GOVT OFFICIAL/EMPLOY; 14-33(A) - SIMPLE ASSAULT; 14-223 - RESISTING PUBLIC OFFICER | Closed - Cleared By Arrest |

Total Records: 4



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State Citation (Aug '22)

Printed on September 7, 2022

| Date | Defendant | Statutes/Charges |
|----------|-------------------------------|---|
| 08/03/22 | HUFFMAN, ANNE MICKLE | 20-158(B)(1)(3) - FAIL YLD STOPSIGN/FLSH RED LGT |
| 08/04/22 | DRENNAN, STACY LYNN | 20-150(E) - UNSAFE PASSING YELLOW LINE |
| 08/07/22 | MCGARITY, KYLE CHRISTIAN | 20-135.2A - FAIL WEAR SEAT BELT-FRONT SEAT |
| 08/07/22 | TOTHEROW, RICKY MCCLAIN | 20-135.2A - FAIL TO WEAR SEAT BELT-DRIVER |
| 08/08/22 | WILLIAMSON, ETHAN PARKER | 20-128 - IMPROPER MUFFLER; 20-116(G) - IMPROPER LOADING OF VEHICLE; 20-127(D) - WINDOW TINTING VIOL |
| 08/12/22 | WHITING-BRYANT, COLIN GABRIEL | 20-141 - SPEED IN EXCESS OF 45 MPH |
| 08/13/22 | SPERRAZZA, RALPH JOSEPH | 20-111(2) - EXPIRED REGISTRATION CARD/TAG |
| 08/13/22 | WESSON, ZACHARY TATE | 20-128 - IMPROPER MUFFLER |
| 08/14/22 | BROOKS, TERRY NEAL, JR | 20-141 - SPEED IN EXCESS OF 45 MPH |
| 08/26/22 | SOSA, DANIEL MATTHEW | 20-158(B)(1)(3) - FAIL YLD STOPSIGN/FLSH RED LGT |

Total Records: 10

LSV = 3



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Ordinance Violations (Aug '22)

Printed on September 7, 2022

| Date | Defendant | Ordinance/Warning | Violation |
|----------|-------------------------------|---------------------|---|
| 08/01/22 | LLC, SUNFUN | Ordinance Violation | Parking - Right-of-Way Violation |
| 08/01/22 | LLC, NOHOMEWORRY.COM | Warning Citation | Parking - Roadway/Travel Lane |
| 08/01/22 | LLC, ISLAND | Ordinance Violation | Parking - Right-of-Way Violation |
| 08/05/22 | BROCKWELL, LAURA | Ordinance Violation | Parking - Right-of-Way Violation |
| 08/05/22 | SIMPKINS, CONNOR | Warning Citation | Parking - Right-of-Way Violation |
| 08/05/22 | ZIMPEL, DAVID | Ordinance Violation | Parking - Right-of-Way Violation |
| 08/06/22 | KRAUFOLD, JOHN JR | Warning Citation | Parking - Right-of-Way Violation |
| 08/06/22 | FIELDS, KALEN | Warning Citation | Parking - Roadway/Travel Lane |
| 08/06/22 | HEAFNER, CHRISTY | Ordinance Violation | Parking - In Area for Other Than Designated Use |
| 08/06/22 | APPLEBEE, MICHELLE | Ordinance Violation | Parking - Right-of-Way Violation |
| 08/15/22 | Island Cart Rentals and Sales | Ordinance Violation | Parking - Right-of-Way Violation |
| 08/18/22 | LAIRD, ROBERT | Ordinance Violation | Parking - Roadway/Travel Lane |
| 08/20/22 | INMAN, MICHAEL II | Ordinance Violation | Parking - Right-of-Way Violation |
| 08/21/22 | | Warning Citation | Parking - Roadway/Travel Lane |
| 08/24/22 | Island Cart Rentals and Sales | Ordinance Violation | Parking - Right-of-Way Violation |

Total Records: 15

LSU = 5

Otto Connect - 344 citations

Which Seat is Right for You?

Under North Carolina law (G.S. § 20-137.1), children must be properly restrained in an appropriate car seat or booster seat until they are 8 years old or 80 pounds and until the seat belt fits properly.

Step 1



REAR-FACING SEATS

Birth Until at Least 2 Years Old

- Children should ride rear-facing as long as possible, but at least until two years old.
- There are different types of rear-facing car seats: rear-facing only, convertible and 3-in-1.
- Rear-facing only seats typically have a handle and are removable from the base, allowing for ease of use in the earlier stages.
- Convertible and 3-in-1 car seats typically have higher height and weight limits for the rear-facing position, allowing you to keep your child rear-facing for a longer period of time.
- Car seats should allow for the harness straps to be at or below shoulder level.
- Check the car seat labels for height and weight limits.

Step 2



FORWARD-FACING SEATS

2 Years and Older

- For best protection, children should remain rear-facing until at least 2 years old.
- There are different types of forward-facing car seats: convertible, 3-in-1 and combination.
- In a convertible seat, a child should remain rear-facing until the child reaches the top height or weight limit allowed by the car seat's manufacturer.
- Check the car seat labels for height and weight limits.
- Car seats should allow for the harness straps to be at or above shoulder level.
- Children should ride in a seat with a harness as long as possible.

Step 3



BOOSTER SEATS

At Least 4 Years Old and 40 Pounds

- Children should remain in a forward-facing seat with a harness as long as possible.
- There are two types of booster seats: backless booster and high-back booster.
- A booster seat positions the seat belt so it fits properly over the shoulder and low on the child's hips.
- Use a high-back booster for vehicle seats without a head restraint.
- Check the booster seat labels for age, height and weight limits.

Step 4



SEAT BELTS

At Least 8 Years Old or 80 Pounds and 4'9" Tall

- Children should remain in a booster seat until they are big enough that a seat belt fits them properly.
- Seat belts are appropriate when the child is more than 8 years old, 80 pounds and around 4'9" in height.
- The child's back should be positioned firmly against the vehicle seat back, and knees should be bent at the front edge of the seat.
- The lap belt must sit low on the child's hips.
- The shoulder belt should cross over the shoulder and collar bone.
- Children should remain in the back seat until they are at least 13 years old.



NC DEPARTMENT OF
INSURANCE
OFFICE OF STATE FIRE MARSHAL



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CONSTRUCTION TYPE REPORT
08/01/2022 TO 09/08/2022

TOWN OF HOLDEN BEACH
FY 2022-2023

| Construc | | | Date | Permit class/ Number | Occupanc y Group | Square Feet | Valuation (\$) | Permit Fee(\$) |
|----------|------|--------------------------|------------|----------------------------|------------------------|----------------|-------------------|-------------------|
| Type | Stat | Description | Applied | | | | | |
| Add | 10 | Additions | 08/02/2022 | BPCL-018485 | G1 | 0.00 | 10,500.00 | 234.50 |
| Add | 13 | Additions | 08/02/2022 | BP-018486 | G1 | 0.00 | 22,100.00 | 288.90 |
| Add | 10 | Additions | 08/11/2022 | BPCL-018503 | G1 | 0.00 | 0.00 | 275.00 |
| Add | 10 | Additions | 08/11/2022 | BPM-018504 | G1 | 0.00 | 0.00 | 60.00 |
| Add | 10 | Additions | 08/17/2022 | BPCL-018524 | G1 | 0.00 | 15,000.00 | 765.00 |
| Add | 10 | Additions | 08/18/2022 | BPCL-018525 | G1 | 0.00 | 0.00 | 272.72 |
| Add | 10 | Additions | 08/19/2022 | BP-018536 | G1 | 0.00 | 29,250.00 | 278.25 |
| | | | | | 7 | 0.00 | \$76,850.00 | \$2,174.37 |
| BH | 10 | Bulkhead | 08/24/2022 | BP-018541 | G1 | 0.00 | 40,000.00 | 450.00 |
| | | | | | 1 | 0.00 | \$40,000.00 | \$450.00 |
| Btype1 | 10 | New Construction/General | 09/01/2022 | BP-018554 | G1 | 0.00 | 27,000.00 | 333.00 |
| | | | | | 1 | 0.00 | \$27,000.00 | \$333.00 |
| Decks | 10 | Decks | 08/23/2022 | BP-018539 | G1 | 0.00 | 0.00 | 123.00 |
| | | | | | 1 | 0.00 | \$0.00 | \$123.00 |
| Elect | 10 | Electrical | 08/03/2022 | EL-018490 | G1 | 0.00 | 0.00 | 150.00 |
| Elect | 12 | Electrical | 08/03/2022 | EL-018491 | G1 | 0.00 | 1,200.00 | 75.00 |
| Elect | 10 | Electrical | 08/04/2022 | EL-018492 | G1 | 0.00 | 0.00 | 75.00 |
| Elect | 10 | Electrical | 08/05/2022 | BPE-017752 | G1 | 0.00 | 21,697.50 | 210.28 |
| Elect | 13 | Electrical | 08/09/2022 | EL-018499 | G1 | 0.00 | 1,000.00 | 75.00 |
| Elect | 12 | Electrical | 08/12/2022 | EL-018515 | G1 | 0.00 | 0.00 | 75.00 |
| Elect | 13 | Electrical | 08/12/2022 | EL-018516 | G1 | 0.00 | 800.00 | 75.00 |
| Elect | 10 | Electrical | 08/18/2022 | EL-018525 | G1 | 0.00 | 0.00 | 75.00 |
| Elect | 10 | Electrical | 08/31/2022 | EL-018550 | G1 | 0.00 | 0.00 | 75.00 |
| Elect | 10 | Electrical | 08/31/2022 | EL-018551 | G1 | 0.00 | 0.00 | 75.00 |
| Elect | 10 | Electrical | 09/06/2022 | EL-018556 | G1 | 0.00 | 0.00 | 75.00 |
| Elect | 10 | Electrical | 09/06/2022 | EL-018557 | G1 | 0.00 | 1,500.00 | 75.00 |
| ELECT | | Electrical | | | 33 45 | 0.00 | \$26,197.50 | \$1,110.28 |
| Mech | 13 | Mechanical | 08/02/2022 | MC-018487 | G1 | 0.00 | 8,000.00 | 75.00 |
| Mech | 10 | Mechanical | 08/02/2022 | MC-018488 | G1 | 0.00 | 12,400.00 | 150.00 |
| Mech | 10 | Mechanical | 08/03/2022 | MC-018489 | G1 | 0.00 | 15,000.00 | 150.00 |
| Mech | 10 | Mechanical | 08/05/2022 | MC-018493 | G1 | 0.00 | 0.00 | 75.00 |
| Mech | 10 | Mechanical | 08/08/2022 | MEC-018494 | G1 | 0.00 | 4,880.00 | 75.00 |

| | | | | | | | | |
|-------|----|-------------------|------------|------------|----|------|--------------|------------|
| Mech | 10 | Mechanical | 08/08/2022 | MEC-018495 | G1 | 0.00 | 8,700.00 | 150.00 |
| Mech | 10 | Mechanical | 08/09/2022 | MEC-018498 | G1 | 0.00 | 22,300.00 | 150.00 |
| Mech | 10 | Mechanical | 08/09/2022 | MEC-018500 | G1 | 0.00 | 7,335.00 | 75.00 |
| Mech | 10 | Mechanical | 08/09/2022 | MEC-018502 | G1 | 0.00 | 13,150.00 | 150.00 |
| Mech | 10 | Mechanical | 08/12/2022 | MEC-018509 | G1 | 0.00 | 7,995.00 | 0.00 |
| Mech | 10 | Mechanical | 08/12/2022 | MEC-018517 | G1 | 0.00 | 8,217.00 | 75.00 |
| Mech | 10 | Mechanical | 08/12/2022 | MEC-018518 | G1 | 0.00 | 0.00 | 0.00 |
| Mech | 10 | Mechanical | 08/12/2022 | MEC-018519 | G1 | 0.00 | 5,164.00 | 75.00 |
| Mech | 10 | Mechanical | 08/12/2022 | MEC-018520 | G1 | 0.00 | 4,688.00 | 75.00 |
| Mech | 10 | Mechanical | 08/15/2022 | MC-018521 | G1 | 0.00 | 0.00 | 75.00 |
| Mech | 10 | Mechanical | 08/15/2022 | MC-018522 | G1 | 0.00 | 0.00 | 75.00 |
| Mech | 10 | Mechanical | 08/17/2022 | MC-018523 | G1 | 0.00 | 0.00 | 75.00 |
| Mech | 10 | Mechanical | 08/18/2022 | MC-018527 | G1 | 0.00 | 0.00 | 75.00 |
| Mech | 10 | Mechanical | 08/18/2022 | MC-018528 | G1 | 0.00 | 0.00 | 75.00 |
| Mech | 10 | Mechanical | 08/19/2022 | MC-018533 | G1 | 0.00 | 0.00 | 75.00 |
| Mech | 10 | Mechanical | 08/19/2022 | MC-018534 | G1 | 0.00 | 0.00 | 75.00 |
| Mech | 10 | Mechanical | 08/19/2022 | MC-018535 | G1 | 0.00 | 0.00 | 75.00 |
| Mech | 10 | Mechanical | 08/22/2022 | MC-018537 | G1 | 0.00 | 0.00 | 75.00 |
| Mech | 10 | Mechanical | 08/23/2022 | MC-018538 | G1 | 0.00 | 0.00 | 75.00 |
| Mech | 10 | Mechanical | 08/25/2022 | MC-018542 | G1 | 0.00 | 16,219.00 | 150.00 |
| Mech | 10 | Mechanical | 08/25/2022 | MC-018543 | G1 | 0.00 | 5,500.00 | 75.00 |
| Mech | 10 | Mechanical | 08/29/2022 | MC-018545 | G1 | 0.00 | 0.00 | 75.00 |
| Mech | 10 | Mechanical | 08/29/2022 | MC-018546 | G1 | 0.00 | 0.00 | 75.00 |
| Mech | 10 | Mechanical | 08/29/2022 | MC-018547 | G1 | 0.00 | 0.00 | 75.00 |
| Mech | 10 | Mechanical | 08/30/2022 | MC-018548 | G1 | 0.00 | 0.00 | 150.00 |
| Mech | 10 | Mechanical | 08/31/2022 | MC-018549 | G1 | 0.00 | 4,675.00 | 75.00 |
| Mech | 10 | Mechanical | 09/07/2022 | MC-018560 | G1 | 0.00 | 4,484.00 | 150.00 |
| Mech | 10 | Mechanical | 09/07/2022 | MC-018561 | G1 | 0.00 | 3,377.00 | 75.00 |
| 33 | | | | | | 0.00 | \$152,084.00 | \$2,925.00 |
| Other | 10 | Non Identified | 08/11/2022 | BPP-018505 | G1 | 0.00 | 0.00 | 476.27 |
| 1 | | | | | | 0.00 | \$0.00 | \$476.27 |
| Pools | 10 | Swimming Pools | 08/18/2022 | BPM-018532 | G1 | 0.00 | 78,501.01 | 946.52 |
| Pools | 10 | Swimming Pools | 08/24/2022 | BP-018540 | G1 | 0.00 | 76,930.00 | 932.37 |
| Pools | 10 | Swimming Pools | 09/06/2022 | BP-018559 | G1 | 0.00 | 36,200.00 | 615.80 |
| 3 | | | | | | 0.00 | \$191,631.01 | \$2,494.69 |
| Remod | 10 | Renovation/Repair | 08/11/2022 | BP-018506 | G1 | 0.00 | 0.00 | 385.00 |
| Remod | 10 | Renovation/Repair | 08/11/2022 | BP-018507 | G1 | 0.00 | 0.00 | 250.00 |

| | | | | | | | | |
|--------|----|----------------------------|------------|--------------|----|------|----------------|-------------|
| Remod | 10 | Renovation/Repair | 08/11/2022 | BP-018508 | G1 | 0.00 | 20,000.00 | 430.00 |
| Remod | 10 | Renovation/Repair | 08/12/2022 | BP-018510 | G1 | 0.00 | 18,300.00 | 304.70 |
| Remod | 10 | Renovation/Repair | 08/12/2022 | BP-018512 | G1 | 0.00 | 10,000.00 | 215.00 |
| Remod | 10 | Renovation/Repair | 08/12/2022 | BP-018513 | G1 | 0.00 | 55,000.00 | 520.00 |
| Remod | 10 | Renovation/Repair | 08/18/2022 | BP-018526 | G1 | 0.00 | 0.00 | 222.00 |
| Remod | 10 | Renovation/Repair | 08/18/2022 | BPM-018530 | G1 | 0.00 | 40,000.00 | 685.00 |
| Remod | 10 | Renovation/Repair | 08/18/2022 | BPM-018531 | G1 | 0.00 | 12,000.00 | 173.00 |
| Remod | 10 | Renovation/Repair | 09/01/2022 | BP-018552 | G1 | 0.00 | 15,000.00 | 231.00 |
| Remod | 10 | Renovation/Repair | 09/01/2022 | BP-018553 | G1 | 0.00 | 4,000.00 | 80.00 |
| Remod | 10 | Renovation/Repair | 09/01/2022 | BP-018555 | G1 | 0.00 | 4,500.00 | 80.00 |
| Remod | 10 | Renovation/Repair | 09/06/2022 | BPM-018558 | G1 | 0.00 | 5,000.00 | 80.00 |
| Remod | 10 | Renovation/Repair | 09/07/2022 | BP-018562 | G1 | 0.00 | 0.00 | 164.00 |
| Remod | 10 | Renovation/Repair | 09/08/2022 | BP-018563 | G1 | 0.00 | 20,000.00 | 195.00 |
| 15 | | | | | | 0.00 | \$203,800.00 | \$4,014.70 |
| SFC | 10 | Single Family Construction | 08/01/2022 | BPR-018483 | G1 | 0.00 | 600,000.00 | 9,018.43 |
| 1 | | | | | | 0.00 | \$600,000.00 | \$9,018.43 |
| Zoning | 10 | ZONING | 08/09/2022 | Zoning-01849 | G1 | 0.00 | 0.00 | 50.00 |
| Zoning | 10 | ZONING | 08/12/2022 | Zoning-01851 | G1 | 0.00 | 0.00 | 50.00 |
| Zoning | 10 | ZONING | 08/26/2022 | Zoning-01854 | G1 | 0.00 | 0.00 | 50.00 |
| 3 | | | | | | 0.00 | \$0.00 | \$150.00 |
| 111 | | | | | | 0.00 | \$1,317,562.51 | \$23,269.74 |

ACTIVE NEW HOME PERMITS = 51
OTHER ACTIVE PERMITS = 418
PERMITS ISSUED WAITING PICK UP = 30
TOTAL PERMITS = 499

PERMITS IN REVIEW = 18
CAMA IN REVIEW = 10

SERVICED PERMITS = 111
TOTAL INSPECTIONS = 556



Date: September 9, 2022

To: Commissioners and Mayor Holden

From: David Hewett, Town Manager *DH*

Re: Statements of Qualifications – Block Q and Pier Properties

As directed, staff readvertised the Requests for Qualifications (RFQ) for the Block Q and HB Pier properties.

In response to the RFQs, we received Statements of Qualifications from the following firms for the Block Q properties: McGill Associates, Bowman Murray Hemingway Architects and Pinnacle Architecture. The same firms, along with Stature Engineering provided a statement in response to the RFQ for the HB Pier property.

The Statements of Qualifications are included for the Board's review and discussion on how to proceed.

Attachments:
Attachment 1: Statements of Qualifications



Date: September 9, 2022

To: Commissioners and Mayor Holden

From: Heather Finnell, Town Clerk HF

Re: Closure of a Portion of Carolina Avenue

A public hearing on the proposed closure of a portion of Carolina Avenue will be held at the September 20th meeting.

If it is found to the satisfaction of the Board that closure is not contrary to public interest and no individual owning property in the vicinity of the street would be deprived of reasonable ingress or egress to the property, the Board could adopt Ordinance 22-20 (Attachment 1). The ordinance orders that the portion of Carolina Avenue from its intersection with Jordan Boulevard to its intersection with Quinton Street be closed effective immediately and directs that the order be filed in the office of the Register of Deeds.

Attachments:
1 – Ordinance 22-20

Attachment 1

ORDINANCE 22-20 TOWN OF HOLDEN BEACH ORDER TO CLOSE

WHEREAS, pursuant to North Carolina General Statute §160A-299, the Town of Holden Beach Board of Commissioners has proposed to permanently close a portion of Carolina Avenue as shown on the attached survey titled "Right of Way Reversion Map for Town of Holden Beach, NC" and as described below:

LEGAL DESCRIPTION:

Being all that certain tract or parcel of land lying and being in Lockwood Folly Township, Brunswick County, North Carolina and being particularly described as follows: Beginning at a new rebar set in the western right of way line of Quinton Street (50' Public Right Of Way); said rebar being near the southwestern intersection of the right of way lines of Quinton Street and Carolina Avenue (40' Right Of Way) as shown on a map recorded in Map Book 4, Page 2, Brunswick County Registry; said beginning point also being located N80°04'53"W, 1869.11 feet from N.C.G.S. Monument "Ferry", having NAD 83-2011 Grid Coordinates: N=60842.17 feet, E=2224472.19 feet. Thence from the beginning point and with the southern right of way line of Carolina Avenue, S74°27'10"W, 317.84 feet to a new rebar set in the eastern right of way line of NC 130 Holden Beach Road; NC 130 right of way line established using existing physical evidence found that agreed with N.C.D.O.T Plans recorded in DOT Map Book 1, Pages 191-195; thence with said right of way line of NC 130 Holden Beach Road and with a curve to the left having a radius of 632.96 feet and a chord bearing and distance of N21°42'30"E, 50.25 feet to a new rebar set in the northern right of way line of Carolina Avenue projected to the eastern right of way line of NC 130 Holden Beach Road aforesaid mentioned; thence N74°27'10"E, 87.03 feet to a new rebar set at the approximate point of curvature with South Shore Drive (40' Public Right of Way); thence continuing with the northern right of way line of Carolina Avenue, N74°27'10"E, 206.72 feet to a new rebar set in the eastern right of way line of Quinton Street; thence with the right of way line of Quinton Street, crossing Carolina Avenue, S 06°32'50"E, 40.50 feet to the place and Point of Beginning. Containing 0.28 acres (12,215 square feet) as shown on a survey titled "Right of Way Reversion Map for Town of Holden Beach, NC", as prepared by Christopher D. Stanley, PLS dated July 6, 2022, to which reference is hereby made for a more full and accurate description.

WHEREAS, a public hearing on the question of such closing was held on September 20, 2022 at which time the proposed closure was explained and all persons were given an opportunity to be heard; and

WHEREAS, notice of said closing was given in accordance with the requirements of the law; and

WHEREAS, it has been found to the satisfaction of the Town of Holden Beach Board of Commissioners after the public hearing that closure of the portion of the street is not contrary to the public interest and that no individual owning property in the vicinity of the street would be deprived of reasonable means of ingress or egress to their property.

NOW, THEREFORE, IT IS ORDERED by the Holden Beach Board of Commissioners as follows:

1. That the portion of Carolina Avenue as described above is hereby closed effective immediately.
2. That a certified copy of this Order be filed in the office of the Register of Deeds for Brunswick County, North Carolina.

Adopted this 20th day of September, 2022.

J. Alan Holden, Mayor

ATTEST:

Heather Finnell, Town Clerk



Date: September 15, 2022

To: Commissioners and Mayor Holden

From: Heather Finnell, Town Clerk HF

Re: Board of Commissioners' Vacancy

The following people have submitted their information to be considered to fill the vacancy on the Board of Commissioners: Gerald Arnold, Jim Bauer, Mike Felmly, Richard Griffin, Luke Lodge, Rick McInturf, Sylvia Pate and Keith Smith.

As directed at the last meeting, the Board will need to set a date for a special meeting to hold interviews. Based on everybody's availability that I received, I would recommend it be set for Wednesday, September 28th at 5:30 p.m.



Date: September 8, 2022

To: Mayor Holden and Board of Commissioners

From: Chris Clemmons, Public Services Director
CC.

Re: Biosolids Disposal – Potential Funding Options

The West Brunswick Regional Wastewater Treatment Plan is in need of upgrading in order to effectively manage the disposal of biosolids during wet weather. Over the past several years, the facility has experienced operational issues caused by the inability to dispose of biosolids during wet weather that have caused an increase in operational costs and are the underlying reason for Notices of Violation in previous years.

The county selected Dewberry Engineers to conduct a comprehensive study for a solution to effectively manage the disposal of biosolids from the facility. The cost of identified needed upgrades is estimated at \$6.6 million. The Brunswick County Finance Department has developed several financing scenarios that are attached for your review.

BRUNSWICK COUNTY PUBLIC UTILITIES

OPERATIONS CENTER

250 GREY WATER ROAD NE
SIPPLY, NORTH CAROLINA 28462

MAILING ADDRESS
P. O. BOX 249
BOLIVIA, NORTH CAROLINA 28422

TELEPHONE
(910) 253-2657
FAX
(910) 253-4305

August 17, 2022

Mr. David Hewett, Town Manager

Re: Biosolids Disposal - Potential Funding Options

Dear Mr. Hewett,

During the West Brunswick Regional (WBR) Steering Committee meeting on July 27, 2022, we further discussed the proposed Biosolids Disposal project. As you are aware, we recently completed a comprehensive study, prepared by Dewberry Engineers, that addressed potential options for effectively managing the disposal of Biosolids from the WBR facility. The Biosolids study identified improvements necessary to facilitate dewatering, storage, and wet weather storage and disposal options. As discussed during previous meetings, the inability to dispose of biosolids during wet weather has been the number one cause of facility performance issues in the past. This has both increased costs for emergency hauling and been the underlying reason for Notices of Violation (NOV's) in previous years.

The proposed project will consist of additional conveyance pumps, a pre-dewatering thickener, a centrifuge for thickening the biosolids to a "cake" form, chemical storage, dosing systems (both ferrous sulfate and polymer) for conditioning and thickening, polymer feed system, truck loading system, and a covered cake storage facility with a concrete floor and push walls for storage of the thickened biosolids. This will allow short term storage of the cake biosolids during adverse weather conditions in which land application is not available. The project area will encompass the existing ATAD process area and additional vacant land on the WBR site.

The opinion of probable project cost for construction was \$6.6 million. Of that, \$1.1 million for design and engineering and \$5.5 million for construction. It is anticipated that design and engineering would begin in FY24, (Evaluation of firms beginning in late FY23). Construction to follow in FY25. The Brunswick County Finance Department has developed several financing scenarios for review below:

- Option 1 – Project funding could be borne by the individual participants based on their existing allocation in the facility. In this scenario, each participant would be responsible for their responsible share of project costs based on their respective allocations in the facility. Payment for project costs would be billed as an additional monthly sewer charge the month following project pay requests as submitted and approved by the County.

- Option 2 – Use of 20-year debt funding term over a 5 or 20-year rate increase term to finance the project with an associated rate adjustment to meet the debt service requirements of the project. The examples below show the associated rate adjustments (5 or 20 years) with the associated rate increase. The first chart below shows the \$6.6 Million over 20 years would result in an approximate \$0.37/1,000 gallon increase in addition to the current rate (\$2.20/1000 gallons). The second chart below shows the \$6.6 million over 5 years would result in an approximate \$1.49/1,000 gallon increase in addition to the current rate (\$2.20/1,000 gallons). The sewer rate would be re-evaluated at the completion of the term.

- 2a. 5-year rate increase option

| | | |
|---------------------------------|---------------|-------------------|
| Financing Term | 20 | Years |
| Project Cost | \$6,600,000 | |
| Interest Rate | 5% | |
| Est. Cost with 20 Yr. Financing | \$10,592,022 | |
| | | |
| Rate Increase Term | 5 | |
| Average Annual | \$2,118,404 | |
| West FY 22 Flow | 3,900,293 | GPD |
| West FY 22 Flow | 1,423,606,801 | gallons |
| Cost Increase | \$1.49 | per 1,000 gallons |

- 2b. 20-year rate increase option

| | | |
|---------------------------------|---------------|-------------------|
| Financing Term | 20 | Years |
| Project Cost | \$6,600,000 | |
| Interest Rate | 5% | |
| Est. Cost with 20 Yr. Financing | \$10,592,022 | |
| | | |
| Rate Increase Term | 20 | |
| Average Annual | \$529,601 | |
| West FY 22 Flow | 3,900,293 | GPD |
| West FY 22 Flow | 1,423,606,801 | gallons |
| Cost Increase | \$0.37 | per 1,000 gallons |

Page 3 of 3
August 17, 2022

○ Estimated Average Annual Cost

| | Holden Beach | Shallotte | Oak Island | County | Total |
|-----------------------|--------------|-------------|-------------|-------------|---------------|
| 2022 Usage | 98,383,672 | 163,005,616 | 270,225,293 | 891,992,220 | 1,423,606,801 |
| Usage % | 6.9% | 11.5% | 19.0% | 62.7% | 100.0% |
| 5 Year Rate Increase | \$145,596 | \$241,229 | \$399,901 | \$1,320,040 | \$2,106,765 |
| 20 Year Rate Increase | \$36,399 | \$60,307 | \$99,975 | \$330,010 | \$526,691 |

- Option 3 – County issuance of long-term debt (bond issuance). Example below based on 5% interest and participants allocation of flow in the facility (interest rate subject to change to change with bond issuance).

○ Long Term Debt Example:

| | |
|----------------------------|--------------|
| Term | 20 years |
| Project Cost | \$6,600,000 |
| Interest Rate | 5.00% |
| Average Payment | \$529,601 |
| Total Principal & Interest | \$10,592,022 |
| Interest Total | \$3,992,022 |

| | Holden Beach | Shallotte | Oak Island | County | Total |
|--------------------------------|--------------|-----------|------------|-----------|-----------|
| Allocation (MG) | 1,000,000 | 1,000,000 | 3,000,000 | 1,500,000 | 6,500,000 |
| Allocation % | 15% | 15% | 46% | 23% | 100% |
| Repayment on % Allocation (YR) | \$81,477 | \$81,477 | \$244,431 | \$122,216 | \$529,601 |

Please let me know your preferred option (Options 1, 2a, 2b, or 3) and return to me by September 15, 2022. Should you have questions please feel free to reach out.

Regards,


Donald B. Dixon
Deputy Director - Wastewater Operations



Date: September 8, 2022

To: Mayor Holden and Board of Commissioners

From: Chris Clemmons, Public Services Director
CC

Re: Stormwater Issues

Stormwater has been a major challenge for years on the island and is getting worse with increased development.

I would like to request that the Board approve sending out a Request for Qualifications for engineering services to develop an island-wide stormwater master plan that would better equip the Town for these issues moving forward.

7413 08w



Fayetteville



Sanford St







112 Lumber ton

112 Lumber ton



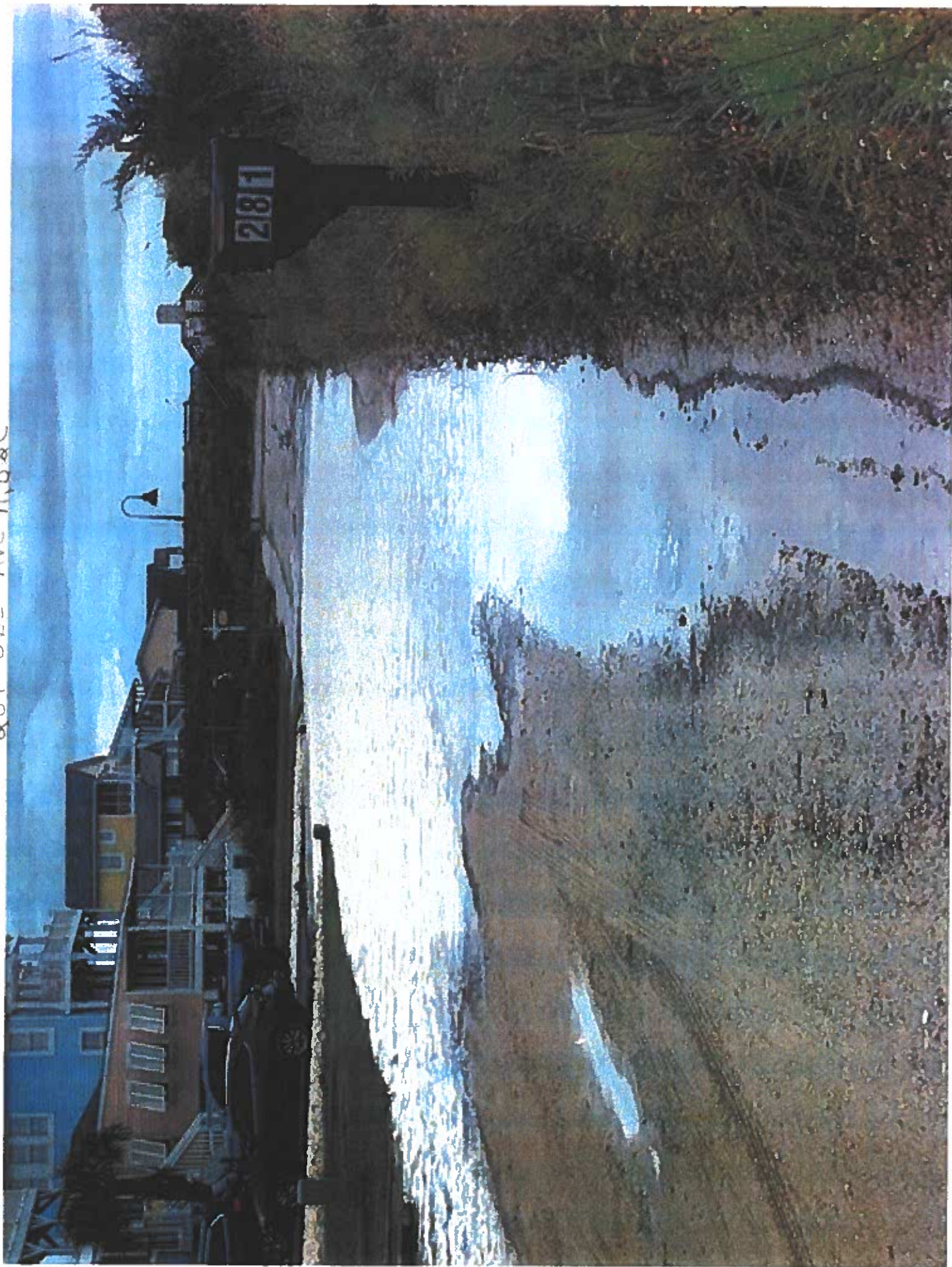
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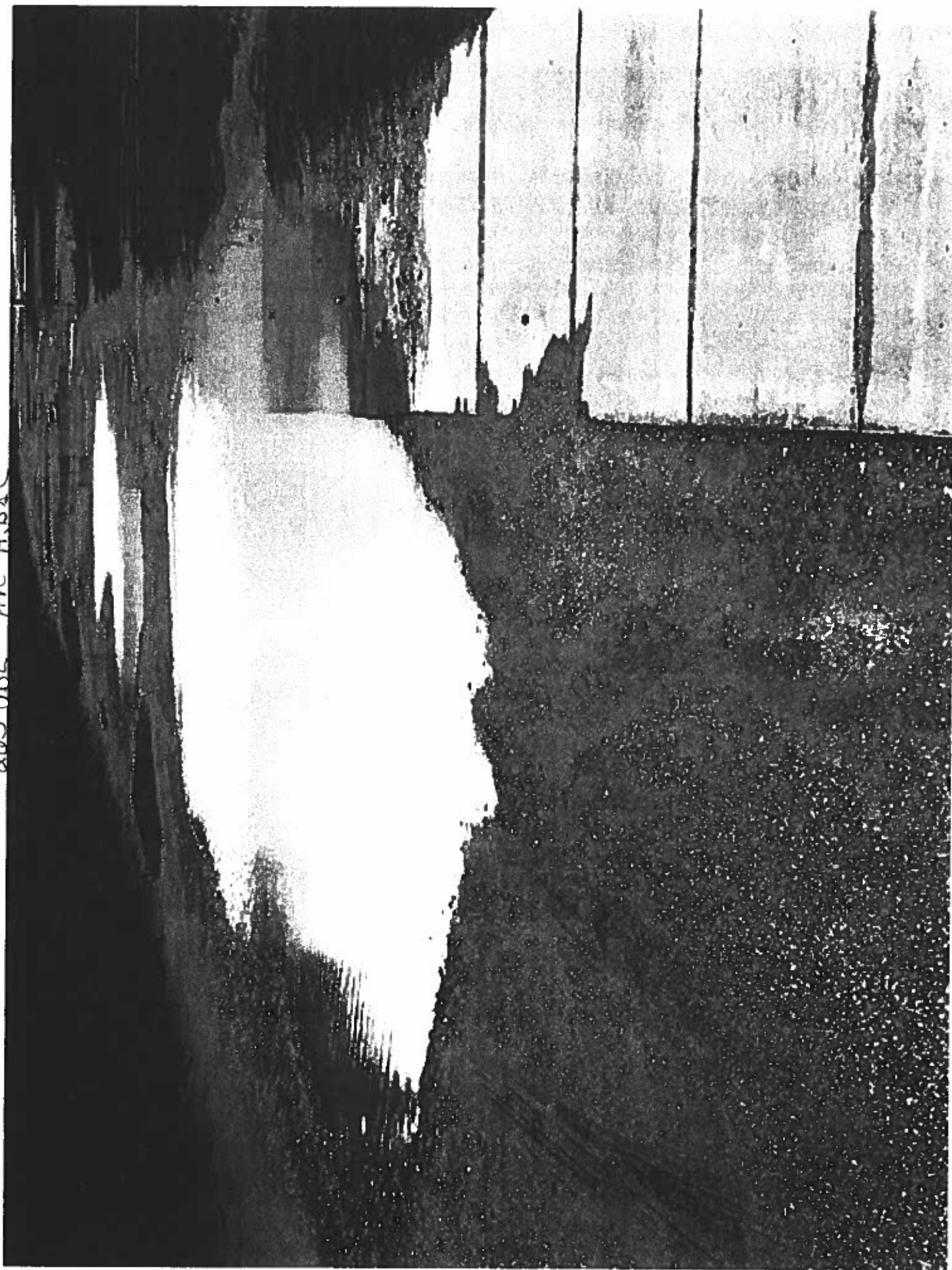
West End



281 OBE Ave A,B&C



26508E Ave A,B&C





323 08W
330 08W



Monday, September 12, 2022

To: Town Commissioners and Mayor

From: Planning and Inspections Director *TDF*

Subject: Encroachment Agreement

The owner Jerry Fairchild of 222 Ocean Blvd East is asking for the town to approve an encroachment agreement so that he may have access across the portion of the dune located over the top of Hillside Drive. There are several of these agreements in place along this portion of road that is now below the frontal dune.

**STATE OF NORTH CAROLINA
COUNTY OF BRUNSWICK**

ENCROACHMENT AGREEMENT

THIS AGREEMENT, made the 19 day of August, 2022, by and between the **TOWN OF HOLDEN BEACH, NORTH CAROLINA**, party of the first part (hereinafter referred to as the "TOWN" and JERRY FAIRCHILD party of the second part:

WITNESSETH

THAT WHEREAS, the party of the second part desires to encroach upon STREET NAME public right-of-way owned by the TOWN for the purpose of constructing a walkway to cross the dunes and gain access to the beach: and

WHEREAS, THE HOLDEN BEACH BOARD OF COMMISSIONERS at public session has authorized the encroachment of the purpose specified and is in accordance with the terms and conditions of this agreement.

NOW THEREFORE, IT IS AGREED that the TOWN hereby grants to the part of the second part, upon terms and conditions hereinafter set forth, the rights and privilege to encroach upon the Hillside Drive right-of-way adjacent to Lot, 62 Subdivision, 222 OBE, as shown upon the map recorded in Map Book 2-5 at Page 158 of the Brunswick County Register.

1. The party of the second part agrees to obtain all necessary permits and shall be responsible for all costs involved in construction of the said walkway.
2. The party of the second part agrees to indemnify and hold harmless the TOWN for any and all damages and claims for damages that may arise by reason of the construction or use of this encroachment.
3. The TOWN will assume no liability for any damage that may be cause by to such facilities by reason of any construction within the public right-of-way.

4. The party of the second part agrees to restore all areas disturbed during the construction to the satisfaction of the TOWN. The party of the second part further agrees to exercise every reasonable precaution during construction to prevent erosion and shall comply with all local ordinances, state laws and regulations and federal laws and regulations applicable to the subject property.
5. In the case of non-compliance with this agreement by the party of the second part, the TOWN reserves the right to stop all work upon the said walkway until the facility has been brought into compliance or removed from the right-of-way at no cost to the TOWN.
6. The party of the second part agrees to maintain the walkway in good repair and in a safe condition. Party of the second part further agrees to remove or repair the said walkway upon notification by the TOWN that the Building Inspector has determined that a hazardous or potentially hazardous condition exists because of the said walkway. If not repaired or removed within a reasonable period of time, the TOWN may remove the structure and charge the cost of said removal to the party of the second part.
7. If, at any time, it becomes necessary for the TOWN to resume its full and complete control of the said STREET NAME right-of-way due to the construction, repair or maintenance of the public facility, the party of the second part agrees that it shall remove the encroaching walkway at no cost to the TOWN or pay to the TOWN the cost of such removal
8. All parties hereto do agree that this agreement shall become void if the contemplated construction by the party of the second part is not begun on or before one (1) year from the date of this statement.

IN WITNESS WHEREOF, the parties have caused this instrument to be executed as of the date first above written.

TOWN OF HOLDEN BEACH

BY: _____
J. Alan Holden, Mayor

ATTEST:

Heather Finnell, Town Clerk

(MUNICIPAL SEAL)

PARTY OF THE SECOND PART

BY: Jerry Fairchild (SEAL)

BY: _____ (SEAL)



**STATE OF NORTH CAROLINA
COUNTY OF BRUNSWICK**

I, _____, a Notary Public in and for the State and County aforesaid to hereby certify that Heather Finnell personally appeared before me this day and acknowledged that she is the Clerk of the TOWN OF HOLDEN BEACH and that, by authority duly given and as the act of the municipal body politic, the foregoing instrument was signed in its name by the Mayor, sealed with its municipal seal and attested by herself as its Clerk.

WITNESS my hand and official seal this the _____ day of _____.

NOTARY PUBLIC

My commission expires:

(Notary Seal)

**STATE OF NORTH CAROLINA
COUNTY OF BRUNSWICK**

I, Megan Hegadore, a Notary Public of said County and State, do hereby certify that Serry Fairchild personally appeared before me this day and acknowledged the due execution of the foregoing agreement.

WITNESS my hand and official seal this the 19 day of August 2022.

NOTARY PUBLIC

My commission expires:

7/1/27

(Notary Seal)



**STATE OF NORTH CAROLINA
COUNTY OF BRUNSWICK**

The foregoing (or annexed) Certificate(s) of _____

Notary(ies) Public is (are) Certified to be Correct.

This Instrument was filed for Registration on this _____ day of _____
In the Book and Page shown on the First Page hereof.

_____, Register of Deeds

| | | | |
|-------------------------|---------------------|---------------|----------|
| LOCKWOOD FOLLY TOWNSHIP | BRUNSWICK COUNTY | NC | 05/10/21 |
| FIELD BOOK: 042-069 | FILE NO. 21071FINAL | JOB NO. 21071 | |

Discussion and Possible Action on Jordan Blvd Restrooms

Background

The Board was recently informed that Staff considers that the public restroom facility should be relocated to Block Q because the existing structure is partly located on property not owned by the Town.

Restroom relocation has not been discussed/debated at Board level. What would have been done had the Board not decided to purchase Block Q? All options should be put on the table and pros and cons considered before a decision is made.

Inlet Hazard Area Situation Update from Town Staff

Background

Proposed changes to rules and IHA boundaries for several coastal municipalities, including THB, were the subject of a DCM public meeting in Brunswick County held in May. What comments were made by Town staff to argue against the proposed IHA boundaries? What are the expected final results of the THB IHA boundaries and the proposed rule changes? What are the anticipated impacts on THB property owners?

Discussion and Possible Action on Planning for Dry Sand Placement of Mats and Discussion of Potential Residential Use for Walkways

Request for staff opinion on moving forward with planning for dry sand placement of mats at select THB public accesses to enhance handicap access to the beach based on information in the CRC-22-17 document (provided as background). Request for staff opinion to allow residential use of mats for beach walkways, including consideration as a potential solution to debris concerns arising from construction of long wooden walkways over multiple dunes.

ROY COOPER
Governor

ELIZABETH S. BISER
Secretary

BRAXTON DAVIS
Director



CRC-22-17

August 19, 2022

MEMORANDUM

TO: Coastal Resources Commission
FROM: Mike Lopazanski
SUBJECT: Amendments to 15A NCAC 7K .0207 & 7H .0308 – Beach Mats

Last year, the Commission amended the rules that established specific use standards for structural pedestrian accessways (dune crossovers) that allow for public access to the beach. You will recall that the use standards previously limited these accessways to elevated, piled-supported structures terminating on the beach near the seaward toe of the frontal dune. Due to numerous local governments expressing interest in using synthetic or wooden roll-out matting as a handicap-accessible alternative for beach access, the accessway rules were amended to allow the use of these types of mats for public beach access. However, the use of these materials was limited to State, federal or local governments due to concerns expressed by the NC Wildlife Resources Commission (NC WRC) and the U.S. Fish & Wildlife Service (USFWS) about potential adverse impacts on sea turtle habitat resulting from their use waterward of the frontal dune.

Since the amendments went into effect, Staff has had further discussion regarding the use of beach matting for residential applications as an alternative to structural accessways. As you are aware, during storms, dune crossovers (including stairways) can account for a great deal of the debris that wind up scattered across beaches and in waterways. Staff believes that by limiting matting to the same general standards that apply to structural accessways (six feet wide and no farther waterward than six feet from the toe of the dune), public access and wildlife protection goals will be met while reducing debris on the state's beach during storm events. Residential application of matting material would adhere to the same standards previously approved including installation at grade and prohibiting extension onto the public trust beach.

In addition, in recent years the Commission has approved three petitions for variances from local governments (Carolina Beach, Topsail Beach and Kure Beach) seeking to install beach mats on the dry sand beach (seaward of the frontal or primary dune and vegetation line) in support of enhanced handicap accessibility. The Division and Commission have supported both variance petitions, and in both cases, efforts were taken to minimize risks to sea turtles, including changes in siting, size, and orientation of the proposed structures. However, following the Commission's variance and issuance of a CAMA Minor Permit to the Town for installation of beach mats, the Town still assumes some liability for any "takes" of threatened or endangered species under the



North Carolina Department of Environmental Quality | Division of Coastal Management
Morehead City Office | 400 Commerce Avenue | Morehead City, North Carolina 28557
252.515.5400

federal Endangered Species Act. For this reason, DCM has advised the Towns to consult directly with the U.S. Fish and Wildlife Service to resolve this situation, potentially through the development of "Habitat Conservation Plans" or other formal approvals that can be issued by the USFWS for non-federal entities in accordance with the Endangered Species Act.

Staff are proposing a change to 07H.0308(c)(2)(C) to potentially allow beach mats on the dry sand beach without the need for a variance from the Commission, where they are sponsored by a local government for the purpose of enhanced handicap accessibility and are subject to review by the NC WRC and USFWS. The proposed amendments to 07K .0207 would also add residential use of matting material to the exemption language for beach accessways.

I look forward to discussing this proposal at our upcoming meeting in Wilmington.

Proposed Amendments to 15A NCAC 07K .0207 & 7H .0308(c) August 19, 2022

15A NCAC 07K .0207 STRUCTURAL ACCESSWAYS OVER FRONTAL DUNES EXEMPTED

(a) The North Carolina Coastal Resources Commission exempts from the CAMA permit requirement all structural pedestrian accessways, including beach matting, installed by a local, State, or federal government to provide public or private access over primary and frontal dunes when such accessways can be shown to meet the following criteria:

- (1) The accessway shall not exceed six feet in width and shall be for private residential or for public access to an ocean beach. This exemption does not apply to accessways for commercial use or for motor-powered vehicular use.
- (2) The accessway shall be constructed so as to make no alterations to the frontal dunes that are not necessary to construct the accessway. This means that the accessway shall be constructed over the frontal dune without any alteration of the dunes. In no case shall the dune be altered so as to diminish its capacity as a protective barrier against flooding and by not reducing the volume of the dune. Driving of pilings into the dune or a local, State, or federal government's use of beach matting for public access that is installed at grade and involves no excavation or fill shall not be considered alteration of a frontal dune for the purposes of this Rule.
- (3) The accessway shall conform with any applicable local or State building code standards.
- (4) Structural accessways may be constructed no more than six feet seaward of the waterward toe of the frontal or primary dune, provided they do not interfere with public trust rights and emergency access along the beach. Structural accessways are not restricted by the requirement to be landward of the First Line of Stable and Natural Vegetation as described in 15A NCAC 07H .0309(a).
- (5) Damaged, non-functioning, or portions of accessways that become non-compliant with Subparagraph (4) of this Paragraph shall be removed by the property owner.

(b) Before beginning any work under this exemption the CAMA local permit officer or Department of Environmental Quality representative shall be notified of the proposed activity to allow on-site review of the proposed accessway. Notification can be by telephone, in person, or in writing and must include:

- (1) name, address, and telephone number of landowner and location of work including county and nearest community; and
- (2) the dimensions of the proposed structural accessway.

*History Note: Authority G.S. 113A-103(5)c;
Eff. November 1, 1984;
Amended Eff. December 1, 1991; May 1, 1990;
Readopted Eff. August 1, 2021;
Amended Eff. December 1, 2021.*

15A NCAC 07H .0308 SPECIFIC USE STANDARDS FOR OCEAN HAZARD AREAS

(c) Structural Accessways:

- (1) Structural accessways shall be permitted across primary or frontal dunes so long as they are designed and constructed in a manner that entails negligible alteration of the primary or frontal dune. Structural accessways shall not be considered threatened structures for the purpose of Paragraph (a) of this Rule.
- (2) An accessway shall be considered to entail negligible alteration of primary or frontal dunes provided that:
 - (A) The accessway is exclusively for pedestrian use;
 - (B) The accessway is a maximum of six feet in width;
 - (C) Except in the case of beach matting, ~~matting for a local, State, or federal government's public access~~, the accessway is raised on posts or pilings of five feet or less depth, so that wherever possible only the posts or pilings touch the dune, in accordance with any more restrictive local, State, or federal building requirements. Beach ~~matting for a local, State, or federal government's public access~~ shall be installed at grade and not involve any excavation or fill of the dune; and
 - (D) Any areas of vegetation that are disturbed are revegetated as soon as feasible.
- (3) An accessway that does not meet Part (2)(A) and (B) of this Paragraph shall be permitted only if it meets a public purpose or need which cannot otherwise be met and it meets Part (2)(C) of this Paragraph. Public fishing piers are allowed provided all other applicable standards of this Rule are met.
- (4) In order to preserve the protective nature of primary and frontal dunes, a structural accessway (such as a "Hatteras ramp") may be provided for off-road vehicle (ORV) or emergency vehicle access. Such accessways shall be no greater than 15 feet in width and may be constructed of wooden sections fastened together, or other materials approved by the Division, over the length of the affected dune area. Installation of a Hatteras ramp shall be done in a manner that will preserve the dune's function as a protective barrier against flooding and erosion by not reducing the volume of the dune.
- (5) Structural accessways and beach matting may be constructed no more than six feet seaward of the waterward toe of the frontal or primary dune, provided they do not interfere with public trust rights and emergency access along the beach. Structural accessways and beach matting are not restricted by the requirement to be landward of the First Line of Stable and Natural Vegetation as described in Rule .0309(a) of this Section. A local, State, or federal entity may install beach matting farther seaward to enhance handicap accessibility at a public beach access, subject to review by the Wildlife Resources Commission and the U.S. Fish and Wildlife Service to determine whether the proposed design or installation will have an adverse impact on sea turtles or other threatened or endangered species.



Date: September 12, 2022
To: Commissioners and Mayor Holden
From: Heather Finnell, Town Clerk **HF**
Re: Supplement #17 to the Code of Ordinances

The latest supplement to the Holden Beach Code of Ordinances is included for your review (Attachment 1). The supplement codifies the ordinances the Board approved since the last supplement.

If you approve Ordinance 22-21 (Attachment 2) that adopts the supplement at Tuesday's meeting, please follow the instruction sheet and replace the old pages in your Code books. If you prefer, you could bring me your book and the supplement and I will do it for you.

Let me know if you have any questions.

Attachments:
Attachment 1 – Supplement
Attachment 2 – Ordinance 22-21

Attachment 2

ORDINANCE 22-21

AN ORDINANCE ENACTING AND ADOPTING A SUPPLEMENT TO THE CODE OF ORDINANCES OF THE TOWN OF HOLDEN BEACH, NORTH CAROLINA (SUPPLEMENT 17)

WHEREAS, American Legal Publishing Corporation of Cincinnati, OH, has completed the 17th supplement to the Code of Ordinances of the Town of Holden Beach, which supplement contains all ordinances of a general and permanent nature enacted since the prior supplement to the Code of Ordinances of the Town of Holden Beach; and

WHEREAS, it is necessary to provide for the usual daily operation of the municipality and for the immediate preservation of the public peace, health, safety and general welfare of the municipality that this ordinance take effect.

NOW, THEREFORE BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE TOWN OF HOLDEN BEACH, NORTH CAROLINA:

Section 1. That the 17th supplement to the Code of Ordinances of the Town of Holden Beach as submitted by American Legal Publishing Corporation of Cincinnati, OH, and as attached hereto, be and the same is hereby adopted by reference as if set out in its entirety.

Section 2. Such supplement shall be deemed published as of the day of its adoption and approval by the Board of Commissioners and the Clerk of the Town of Holden Beach is hereby authorized and ordered to insert such supplement into the copy of the Code of Ordinances kept on file in the office of the Clerk.

PASSED AND ADOPTED by the Board of Commissioners of the Town of Holden Beach, North Carolina, on this 20th day of September, 2022.

J. Alan Holden, Mayor

ATTEST:

Heather Finnell, Town Clerk



Date: September 12, 2022

To: Commissioners and Mayor Holden

From: Heather Finnell, Town Clerk

HF

Re: Resolution 22-08

Historically, the official signatories for the Town's Trust accounts are the mayor, mayor pro tem and two staff members. Resolution 22-08 updates the current signature card by designating Mayor Holden, Mayor Pro Tem Smith, Town Manager Hewett and Fiscal Operations Clerk McRainey as the official signatories.

Staff recommends approval of the resolution.

RESOLUTION 22-08
RESOLUTION APPROVING TRUIST SIGNATURE CARD

WHEREAS, the Town of Holden Beach currently holds accounts with Truist; and

WHEREAS, the Town of Holden Beach and Truist require approval of the signatures to be placed on the Truist Signature Card.

NOW THEREFORE, BE IT RESOLVED by the Holden Beach Board of Commissioners that Mayor J. Alan Holden, Mayor Pro Tem Rick Smith, Town Manager David W. Hewett and Budget & Fiscal Analyst Daniel McRainey be designated as the official signatories for the Town of Holden Beach's Truist accounts.

BE IT FURTHER RESOLVED that the official signatories selected visit the Holden Beach branch of Truist to sign the necessary official paperwork.

This the 20th day of September, 2022.

J. Alan Holden, Mayor

ATTEST:

Heather Finnell, Town Clerk



Date: September 14, 2022

To: Commissioners and Mayor Holden

From: Daniel, McRainey, Budget & Fiscal Analyst

Re: Ordinance 22-22, An Ordinance Amending Ordinance 22-14, The Revenues and Appropriations Ordinance for Fiscal Year 2022 – 2023 (Amendment No. 1)

This amendment is to move outstanding appropriations from fiscal year 2022 to the current fiscal year (2023). The appropriations were encumbered in last year's budget but due to supply chain issues the products/services were not delivered before June 30, 2022, making this amendment necessary.

Staff recommends approval of Ordinance 22-22.

TOWN OF HOLDEN BEACH

ORDINANCE NO. 22-22

AN ORDINANCE AMENDING ORDINANCE 22-14, THE REVENUES AND APPROPRIATIONS ORDINANCE FOR FISCAL YEAR 2022-2023 (AMENDMENT NO. 1)

Be it ordained by the Mayor and Board of Commissioners of the Town of Holden Beach, North Carolina, that Ordinance No. 22-14 appropriating funds for fiscal year 2022-2023 be amended as follows:

REVENUES

| DESCRIPTION | ACCOUNT # | AMOUNT | ACTION |
|---------------------------|--------------|-------------------|----------|
| STREET ASSESSMENTS | 10.0393.0000 | 122,500.00 | INCREASE |
| FUND BALANCE APPROPRIATED | 10.0399.0200 | 137,050.00 | INCREASE |
| FUND BALANCE APPROPRIATED | 30.0399.0500 | 166,059.13 | INCREASE |
| | <u>TOTAL</u> | <u>425,609.13</u> | |

EXPENSES

| DESCRIPTION | ACCOUNT # | AMOUNT | ACTION |
|--------------------------------|--------------|-------------------|----------|
| CAPITAL OTLAY - VEHICLES&EQUIP | 10.0510.7400 | 14,550.00 | INCREASE |
| STREET PAVING PROJECTS | 10.0570.5200 | 245,000.00 | INCREASE |
| M&R WATER SYSTEM | 30.0810.1800 | 11,746.77 | INCREASE |
| O&M VACUUM STATIONS | 30.0810.3301 | 9,874.38 | INCREASE |
| EQUIPMENT PURCHASE - WATER | 30.0810.7001 | 104,006.98 | INCREASE |
| CAPITAL OUTLAY - VALVE PITS | 30.0810.7401 | 40,431.00 | INCREASE |
| | <u>TOTAL</u> | <u>425,609.13</u> | |

The Town Manager acting in his capacity as Budget Officer or 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 20th day of September, 2022.

ATTEST:

J. Alan Holden, Mayor

Heather Finnell, Town Clerk