



**TOWN OF HOLDEN BEACH
BOARD OF COMMISSIONERS
REGULAR MEETING
TUESDAY, APRIL 21, 2026 – 5:00 P.M.**

The Board of Commissioners of the Town of Holden Beach, North Carolina met for a Regular Meeting on Tuesday, April 21, 2026 at 5:00 p.m. Present were Mayor J. Alan Holden; Mayor Pro Tem Page Dyer; Commissioners Sylvia Pate, Keith Smith and Tom Myers; Town Manager Bryan Chadwick; Town Clerk Heather Finnell; Assistant Town Manager Christy Ferguson; Inspections Director Tim Evans; Public Works Director Chris Benton; Finance Director Daniel McRainey; Police Chief Steve Barger; and Town Attorney Sydnee Moore.

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

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

Motion to approve by Commissioner Smith; second by Mayor Pro Tem Dyer; approved by unanimous vote.

PUBLIC COMMENTS ON AGENDA ITEMS

No comments were made.

CONSENT AGENDA ITEMS

Minutes of the Special Meeting of March 11, 2026 and Regular Meeting of March 17, 2026, Police Report, Inspections Department Report, Finance Department Report and Public Works Department Report

Motion by Mayor Pro Tem Dyer to approve the consent agenda; second by Commissioner Pate.

Finance Director McRainey explained revenue shown is from the prior month in response to Commissioner Smith's question.

The motion passed unanimously.

INTERVIEWS FOR VACANCY ON THE BOARD OF COMMISSIONERS

The Board interviewed Robert Brown, Regina Martin, Rick McInturf, Chad Hock and Maria Surprise for the vacant commissioner position.

DISCUSSION AND POSSIBLE ACTION ON DRAFT AGREEMENT BETWEEN THE TOWN AND MCGILL ASSOCIATES FOR PROFESSIONAL SERVICES (COMPREHENSIVE DESIGN PLAN FOR BLOCK Q, JORDAN BOULEVARD AND BRIDGE AREA)

Assistant Town Manager Ferguson said the Board selected McGill from the Request for Qualifications the Town advertised for the comprehensive plan for the Block Q/Jordan Boulevard area. A draft contract is in the packet so the Board can understand the scope of work before a price is added to the contract for the Board's review. Michael Norton from McGill Associates is in attendance if the Board has any questions.

Motion by Mayor Pro Tem Dyer to approve the draft contract; second by Commissioner Smith; approved by unanimous vote.

DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION 26-05, RESOLUTION OF INTENT TO CONSIDER AN ORDINANCE AMENDING THE HOLDEN BEACH CODE OF ORDINANCES, SECTION 30.15 VOTING AND QUORUMS AND SETTING THE DATE FOR A PUBLIC HEARING THEREON

Town Clerk Finnell explained the resolution expressed the Board's intent to update Section 30.15 of the Code of Ordinances to make it consistent with the Board's current Rules of Procedure and NCGS 160A-74. It also schedules a public hearing on the matter for May 19th at 5:00 p.m.

Motion by Mayor Pro Tem Dyer to accept Resolution 26-05; second by Commissioner Pate.

Commissioner Myers does not support the change. He said it changes the charter of the Town and there is not a driving need to make the change. Commissioner Pate thinks it makes the charter consistent with the general statute. Commissioner Smith said it just cleans it up and makes it cohesive.

The motion passed by a 3 – 1 vote with Mayor Pro Tem Dyer and Commissioners Pate and Smith voting for the motion and Commissioner Myers voting in the negative.

DISCUSSION AND POSSIBLE APPROVAL OF ENCROACHMENT AGREEMENT BETWEEN THE TOWN AND MICHAEL MCKEE

Inspections Director Evans explained the property owner made application and the Inspection Department had to turn him down. Due to the layout of the property, the project will need to be started from the Town's right-of-way. He provided details on the request and the encroachment agreement. The agreement is consistent with other agreements made in the past. Inspections Director Evans answered questions from the Board.

Motion by Mayor Pro Tem Dyer to accept the agreement about the McKee permit; second by Commissioner Smith; approved by unanimous vote.

DISCUSSION AND POSSIBLE APPROVAL OF LANDSCAPING SERVICES AND IRRIGATION MAINTENANCE CONTRACTS

Assistant Town Manager Ferguson said we received two bids. Low Tide Landscaping is the low bid. The attorney has reviewed the agreements.

Motion by Commissioner Myers that we accept the landscaping maintenance service contract with Low Tide Landscaping and direct staff to execute it; second by Commissioner Smith.

Assistant Town Manager Ferguson stated this would be effective July 1st. She does not know the company. He doesn't have any current municipal projects. Staff did a reference check and received a positive recommendation. She provided feedback on the current company. The proposed agreement has a clause that you can get out of it with 60 days' notice.

The motion passed by unanimous vote.

PUBLIC COMMENTS ON GENERAL ITEMS

Ashley Cumin would like to see enforceable safety rules to be established on home occupancy based on the number of bedrooms.

Will Carter said the pier is an economic engine for the Town. He provided feedback on the recent election and the pier.

Jim Bauer provided information on the pier and causeway and feedback on the commissioner vacancy.

Chad Hock talked about the commissioner vacancy.

Regina Martin provided information on Days at the Dock.

Martie Arrowood talked about the process for filling the commissioner vacancy.

TOWN MANAGER'S REPORT

- Ocean Boulevard Stormwater – waiting on a meeting between McGill, the Corps and the Town.
- Block Q - certificate of compliance has been issued. There are a couple of other things we are working out.
- Block Q Master Plan – the Board approved the contract.

- Block Q Stage Area – work began last week on the site.
- Halsted Park – work has started and is expected to be completed in less than 60 days.
- Lockwood Folly Bend Widener Project – dredging is scheduled to be completed within the next few days.
- Canal Dredging – plans are being made to dredge next winter. Staff is actively working with the Corps on the cost of dredge spoils disposal.
- Pier Property – the Board gave the direction to check on the status of the contract with HDR and the need to survey pier piles. There are two options, the contract with HDR is completed, but a new contract can be signed because the original RFQ included the repair option. If the Board decides to enter into a contract with HDR, they would hire a subcontractor to complete the engineering survey. The second option is the Town can do a RFQ for underwater engineering services. This would reduce the administrative overhead of 5 – 10%. The Board could then decide how to move forward. How to proceed was discussed.

Motion by Commissioner Smith that we approve option #2, we directly send out the RFQ to do the underwater study so that we would own the report; second by Commissioner Pate.

The Board talked about the report, cost estimates and potential next steps.

The motion passed by a 3 – 1 vote, with Mayor Pro Tem Dyer and Commissioners Pate and Smith voting for the motion and Commissioner Myers voting in the negative.

- Inlet Hazard Area – staff attended the recent CRC meeting and are actively involved in discussion about possible changes. As they begin the process there will be opportunity for the Town and the public to provide comments.
- Paving – will begin in early May and is planned to be completed by Memorial Day for Swordfish and Tuna.
- DA 293 Maintenance – Corps is conducting maintenance on DA 293, which is off Sailfish.
- Restroom Maintenance and Cleaning – staff is making changes and proposing other changes to help mitigate damages and maintenance of restroom facilities.
- Beach Access Trash Receptacles – staff will be moving the receptacles to the roadside of the beach accesses. This will be easier to maintain and monitor. After discussion, the majority of the Board is okay with trying it, with the exception of Commissioner Myers.
- Tax Laws – staff continues to monitor proposed changes to property tax laws at the state level. The consensus of the Board is for staff to put a letter together for Board review.
- Employee Updates – Public Works Director Benton and Public Works Technician Archibald received their pesticide licenses. Steve Barger is the new chief. Will be a meet and greet. Assistant Town Manager Ferguson received her credentialed manager certification from ICMA.

MAYOR'S COMMENTS

- Summer is almost here. Provided reminders on safety for the waterway.
- Provided information regarding dogs on the beach.

- Reminded people to make sure they have house numbers.
- June 11th 1:00 p.m. will be official ribbon cutting for the new emergency training center at the college. Other new areas are also forthcoming.
- Days at the Dock will be a big weekend.
- Looking forward to a good rental season.

BOARD OF COMMISSIONERS' COMMENTS

Mayor Pro Tem Dyer

- 2nd pickup will start the Saturday before Memorial Day.
- Reminded everyone about the burn ban.
- Playground is beautiful. Heard a lot of positive comments.
- Great to see the stage starting to go up at Block Q.
- Don't forget Days at the Dock. Come out to support small businesses in our community.

Commissioner Pate

- Thanked everyone for coming out and online.
- Encouraged everyone to come out to Days at the Dock. Need to support the community.
- The general statute says the Board is supposed to appoint the commissioner. It is their obligation.

Commissioner Smith

- Thanked God that this is where he lives and for the people who built the bridge and fought to get it up.

Commissioner Myers

- Thanked the candidates who offered to serve the Town.
- Thanked everyone participating in person and online.

ADJOURNMENT

Motion by Mayor Pro Tem Dyer to adjourn at 7:15 p.m.; second by Commissioner Pate; approved by unanimous vote.

J. Alan Holden, Mayor

ATTEST:

Heather Finnell, Town Clerk