



**TOWN OF HOLDEN BEACH
BOARD OF COMMISSIONERS'
PLANNING WORKSHOP
TUESDAY, SEPTEMBER 23, 2008**

The Board of Commissioners of the Town of Holden Beach held a Planning Workshop on Tuesday, September 27, 2008 at 1:00 p.m. at the Holden Beach Chapel Fellowship Hall. Present were Mayor J. Alan Holden; Mayor Pro Tem Sandy Miller; Commissioners Ray Lehr, Don Glander, Ken Kyser and Gary Staley; Town Manager David W. Hewett; Town Clerk Heather Finnell; Planning & Inspections Director Jason Walker; Public Works Director Chris Clemmons; and Police Chief Wally Layne.

Mayor Holden called the meeting to order. Town Manager Hewett explained that he had the opportunity to meet with representatives from FEMA, Crime Patrol and Public Safety and the Corps regarding the sand loss from Tropical Storm Hannah. He gave a brief update of the meeting.

DISCUSSION OF POSSIBLE ANNEXATION AGREEMENT BETWEEN THE TOWNS OF HOLDEN BEACH AND SHALLOTTE

Town Manager Hewett explained the background of the proposed agreement. The agreement would give both towns the ability to annex within the boundaries agreed upon and would define a planning area that each town would adhere to. It does not commit the Town to annexing the property within the boundary. The Board still has an option of approving the annexation pertaining to Mr. Piggott individually, instead of the agreement outlining the boundaries. Commissioner Kyser stated that he thinks the downside of the proposed agreement would be that people within the proposed lines could approach the Town and ask to be annexed to Holden Beach. The Board discussed the pros and cons of establishing an agreement. Mayor Holden encouraged the Board to establish a line and lay claim for consideration in the future. Gay Atkins suggested having the Planning & Zoning Board look at it. The Board came to a consensus to send the matter to the Planning & Zoning for their review and input. Mayor Holden suggested sending a letter to the Town of Shallotte asking them not to annex any properties at this time.

GOAL SETTING

Town Manager Hewett explained that he took input from the Board and divided it into six different categories. The categories are Beach Renourishment/ Shoreline Protection; Canal Dredging; Water System; Bike Trails; Communication; and General/ Management.

Beach Renourishment

Town Manager Hewett stated that he doesn't think hiring a fulltime Shoreline Protection Manager is necessary and that this function can be done within existing resources. He thinks it is a staff evolutionary project as it relates to engineering, budgeting and contracting, along with CAMA requirements. Mayor Holden stated that there is no filing cabinet for information on beach nourishment over the past 30-50 years. He suggested that it would be nice if there was a central location for the material on projects to be located. Mayor Pro Tem Miller stated she thinks everyone is saying that the Town needs to work on establishing a five year plan for nourishment. The Board came

to a consensus that a master plan needs to be put into place. Mayor Holden stated he is not sure that setting ½ cent of ad valorem tax aside is enough due to rising costs and impact from future storms. Commissioner Staley asked what the situation is with Turkey Trap Road. Mayor Holden stated that getting support of the neighborhood is the first steps towards obtaining permits. Public Works Director Clemmons mentioned having a spot on the island to store additional sand for maintenance and emergency situations. Commissioner Glander talked about the difference between the Shoreline Protection Committee (SPC) and Holden Beach Renourishment Association and inquired about a charter for the SPC. Sheila Young explained the new members of the SPC have been trying to educate themselves and that they would like to see a mission statement established. Town Manager Hewett volunteered to draft a mission statement, with the SPC's help for the Board's approval.

Canal dredging

Town Manager Hewett stated the dredging of the canal systems fits nicely into a project management standpoint and a multi-year perspective. Some of the surveys we have done to obtain the permits enabling us to dredge have been accomplished in a manner that they will serve as a reference point for the future.

Water

Mayor Holden stated he supports giving the Town's water system to the County. The Board discussed potential downfalls and advantages. Mayor Holden asked Town Manager Hewett to contact the County as a first step to see if they are interested in taking the system over.

Commissioner Kyser explained that he gets a lot of complaints about the lack of facilities, such as cold water showers on public walkways and additional restrooms. He would like to look into adding these types of facilities because they would make a more family oriented environment.

Bike Trail

Commissioner Glander stated that the bicycle task force is hard at work on coming up with a plan for trails.

Communication

Mayor Pro Tem Miller requested that communication be improved between the Police Department and Board. Chief Layne stated he promised he will let Town Manager Hewett know if there is ever anything worthy of note.

Mayor Pro Tem Miller would like the Town to send an end of the week review to keep the public informed. Town Manager Hewett will make sure the Board knows about the information before he sends it out.

Commissioner Staley stated it was nice to get general reports monthly in the past. Town Manager Hewett explained they just got the financials entered into the new system. He will run some of the reports from the new system to see if they fit the needs of the Board. Commissioner Staley would like to see a report on Budget vs. Actual Amount Spent.

General

Commissioner Lehr talked about the total cost of the EOC and Town Hall and thinks the Town should look at costs and look to see where they can be cut. Commissioner Lehr asked about having the same amount of officers year round and asked who decides how many officers the Town has on staff. Town Manager Hewett replied that the

level of service is determined by the Board. Chief Layne explained that he could have brought facts and figures that went into the level of staffing if he knew this item would be discussed. Based on the results of a past survey, his department has the least amount of officers with the same amount of calls as other towns in the area. Commissioner Staley explained that the reason in the past the amount of officers was increased was because the Town wanted to make sure they had two officers on at a time. Town Manager Hewett stated that he will put together an analysis on all functions of the Town.

Commissioner Staley stated that he would like to point out that the entire debt service is in the budget and unless we spend more than \$800,000 higher than what we anticipated we will not have a tax increase.

Mayor Holden stated that public parking and public accesses were not addressed. From what he understands that the more public accesses you have the more programs you qualify for. Town Manager Hewett stated that in the Corps Report there is a requirement that an access point be provided every quarter mile. Town Manager Hewett will coordinate with the SPC and Public Area Improvement Committee and will provide an update on where the Town is in fulfilling the requirements. Determining the ownership of potential public accesses was discussed. Planning & Inspections Director Walker stated that Town Staff has recently started creating an index the last couple of months on Town owned properties.

ADJOURNMENT

The meeting was adjourned at 2:51 p.m.