



Town of Holden Beach
Board of Commissioners
Regular Meeting

Tuesday, October 18, 2016
7:00 PM

Holden Beach Town Hall
Public Assembly



**TOWN OF HOLDEN BEACH
BOARD OF COMMISSIONERS' REGULAR MEETING
HOLDEN BEACH TOWN HALL – PUBLIC ASSEMBLY
TUESDAY, OCTOBER 18, 2016 - 7:00 P.M.**

1. Invocation
2. Call to Order/ Welcome
3. Pledge of Allegiance
4. Agenda Approval
5. Approval of Minutes
 - a. Minutes of the Regular Meeting of September 20, 2016 (Pages 1 – 4)
 - b. Minutes of the Emergency Meeting of October 5, 2016 (Page 5)
6. Public Comments on Agenda Items
7. Annual Beach Monitoring Report – Fran Way, Applied Technology and Management
8. Terminal Groin Status Update – Dawn York, Dial Cordy
9. Police Report – Chief Wally Layne (Page 6)
10. Discussion and Possible Acceptance of Donation of Property by Devaney Properties, LLC – Building Official Tim Evans (Pages 7 – 8)
11. Discussion and Possible Action on Selection of Engineer to Review Sewer System Vulnerability (Pages 9 – 24)
12. Presentation on Pointe West Parking – Building Official Evans (Pages 25 – 27)
 - a. Discussion and Possible Approval of Ordinance 16-16, An Ordinance Amending the Holden Beach Code of Ordinances, Chapter VII: Traffic Code (§72.03 Parking Prohibited at All Times)
13. Discussion and Possible Action on Davenport Property Owners Association's Request for Parking Restriction – Commissioner Kyser (Page 28)
14. Self-Assessment to Identify Lessons Learned from Hurricane Matthew – Mayor Pro Tem Royal
15. Discussion and Possible Action on Updating Prohibited Fires Ordinance – Commissioner Freer (Pages 29 – 30)
16. Town Manager's Report

17. Mayor's Comments

18. Board of Commissioners' Comments

19. Public Comments on General Items

20. Adjournment

***Please sign up for public comments beginning at 6:00 p.m. in accordance with the new Rule 28B requirements.**



**TOWN OF HOLDEN BEACH
BOARD OF COMMISSIONERS
REGULAR MEETING
TUESDAY, SEPTEMBER 20, 2016 – 7:00 P.M.**

The Board of Commissioners of the Town of Holden Beach, North Carolina met for a Regular Meeting on Tuesday, September 20, 2016 at 7:00 p.m. in the Town Hall Public Assembly. Present were Mayor J. Alan Holden; Mayor Pro Tem H. Ashley Royal; Commissioners Peter Freer, Kim Isenhour and Ken Kyser; Town Manager David W. Hewett; Town Clerk Heather Finnell; Shoreline Protection and Recreation Manager Christy Ferguson; Police Chief Wally Layne; Building Official Tim Evans; CAMA Official Rhonda Wooten; and Town Attorney Noel Fox. Also present were Fran Way from Applied Technology and Management, Scott Leo from Parker Poe; and Andrew Carter from DEC Associates. Commissioner John Fletcher was not in attendance.

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

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

Motion by Commissioner Freer to postpone Item 10 (Presentation on Pointe West Parking).

Commissioner Freer stated Commissioner Fletcher is not here and this is his item and it is not time sensitive. Commissioner Kyser suggested postponing Item 11, Davenport Property Owner Association’s Request for Parking Restriction as well since the items are related. Commissioner Freer agreed. He would like to reschedule the items for the next meeting.

Mayor Holden confirmed that Commissioner Freer’s motion was to remove items 10 and 11 and place them on next month’s regular 7:00 p.m. meeting agenda.

The motion passed by unanimous vote.

APPROVAL OF MINUTES

Motion by Mayor Pro Tem Royal to approve the minutes of the Special Meeting of August 1, 2016, the minutes of the Special Meeting of August 16, 2016, the minutes of the Public Hearing/ Regular Meeting of August 16, 2016 and the minutes of the Special Meeting of August 22, 2016 as written; second by Commissioner Isenhour; approved by unanimous vote.

PUBLIC COMMENTS ON AGENDA ITEMS

No comments were made.

EXECUTIVE SESSION PURSUANT TO NORTH CAROLINA GENERAL STATUTE 143-318.11(A)(3), TO CONSULT WITH THE ATTORNEY EMPLOYED BY THE PUBLIC BODY IN ORDER TO PRESERVE THE ATTORNEY CLIENT PRIVILEGE BETWEEN THE ATTORNEY AND THE PUBLIC BODY

Town Clerk Finnell read the reason for going into Executive Session.

Motion by Mayor Pro Tem Royal to go into Executive Session at 7:04 p.m.; second by Commissioner Freer; approved by unanimous vote.

OPEN SESSION

Motion by Commissioner Isenhour to go back into Open Session at 7:31 p.m.; second by Commissioner Kyser; approved by unanimous vote.

POLICE REPORT – CHIEF WALLY LAYNE

- Remains fairly quiet on the island. We still have a fair amount of visitors. Will probably remain that way until November.
- There have been a few attempted break-ins. This is the season to look out for each other. If you see something suspicious do not hesitate to call.
- Run HB went off successfully. Provided feedback on the race.
- The tropics are staying fairly active. Hopefully everyone has a plan in place.
- There was a break in the pipeline that runs gas north and south on the east coast. Some stations are having some disruptions in their ability to provide gas. Exxon and Marathon still have gas. Hopefully the break will be resolved by the end of the week.
- Sheila Young asked how the Town will notify people if there is a mandatory evacuation since the Emergency Teams are no longer active. Chief Layne responded the plan is that the Police Department and Fire Department will make the notifications. It might not always stay that way, but based on the law and liability issues, it is the best way at this point.

DISCUSSION AND POSSIBLE APPROVAL OF ITEMS RELATING TO THE CENTRAL REACH PROJECT

Town Manager Hewett explained that back in March the Board kicked the Central Reach Project (CRP) into high gear. Since then, the intent was to if possible initiate a beach nourishment project this winter. Since then, we passed the budget necessary; secured the interlocal agreement with Brunswick County; and established the Municipal Service District. Now, bid solicitations have been received. We are ready for the final push from the administrative side, to make a bid award; approve a budget amendment; make a financing award; and approve the bond order that is necessary. The items have been pre-coordinated with the Local Government Commission (LGC) and are set forth for consideration tonight. The intent is to prepare the final documents for the October 4th LGC meeting, with final closing with PNC Bank on the 12th. The final action on the four items are the last hurdles the Board must make before the final package can be considered by the LGC. The four items include the award of the bid to Weeks Marine in the amount of \$14,551,110 as recommended by the project engineer. The award will provide for construction of the full project, less about 40,000 cubic yards. Town Manager Hewett stated he understands that is well within the design tolerance of the bid package. The budget amendment is for \$477,960. It will take the full amount borrowed to \$12 million dollars, with a rate of 2.18% for ten years. We anticipated the rate would be at 3.25%. This is a life cycle savings of \$327,000. The bond order is the master document and provides the administrative infrastructure

for the deal. The last item to be approved is the bond issuance resolution. It authorizes/ accepts the private sale of the bond to PNC at 2.18% for a ten year term.

Commissioner Freer asked if this includes the attorney fees. Town Manager Hewett responded that the total program is \$15 million. The construction costs are \$14,551,110. Commissioner Freer asked about the positive impact of the \$327,000. Town Manager Hewett explained that is over the life cycle of the project. Commissioner Freer inquired what the current budget impact is. Town Manager Hewett said the anticipated debt service payment would be lowered by about \$60,000. He stated he is not recommending cutting that out because there are still unknowns in the project, specifically with the easements. He said if there are additional savings during the project, he would recommend to reallocate funds within the project if the opportunity presents itself to put more sand on the beach. Mayor Pro Tem Royal asked about the \$447,960. Town Manager Hewett said that is FEMA funding. He said when we set the budget up, that was subtracted from the \$12 million and we only anticipated \$11.5 million as bond funding. Borrowing \$12 million at 2.18% saves the Town \$327,000, over borrowing \$11.5 million at 3.25%. Mayor Pro Tem Royal said so it is a net increase of \$110,000 roughly. Town Manager Hewett confirmed yes. Mayor Pro Tem Royal said they received another bid, but he understands it wasn't a qualified bid because the source of sand was not in the permit for the project. Town Manager Hewett said it didn't rise to the criteria contained in the bid proposal. Mayor Pro Tem Royal asked if we have experience with Weeks Marine. Town Manager Hewett said the Town doesn't, but the Corps uses them quite frequently. They will be dredging the outer bar of the Cape Fear River and will be finishing up the second week of November. That probably is the reason we are saving on mobilization.

Motion by Mayor Pro Tem Royal that contingent and subject to LGC final approval – approve bid award, budget amendment, bond order and bond issuance resolution per items 1 – 4 above (Town Manager Hewett's memo); second by Commissioner Isenhour; approved by unanimous vote.

TOWN MANAGER'S REPORT

- Learned today that ATMC is going to install optical fiber on the island. They approved a five year capital plan. Will install it in two installments in the off season in years three and four.
- Request for Qualifications for the sewer lift station engineering services is out on the streets. They are due back by October 3rd.
- The water tower will be repainted this winter. Will be a gigantic curtain over the top of it. All cell equipment has to be removed and the poles co-located next to the tower so it can be painted. There is not supposed to be an interruption in cell service.
- The Boating Infrastructure Grant and the Municipal Service Grant for Bridgeview Park have been closed out. The shade sails have been installed. The other elements will be installed sometime this winter.
- Received reimbursements for our Sand Dollar bulkhead thanks to the Brunswick County Water & Soil Department.
- No new information on the new flood maps.
- There was discussion last month on the need for numbers on the ocean side. We looked around and noticed public accesses weren't numbered and they were not in the GIS system. Thinks we fixed that. When we get that back from GIS, we will make sure the Town addresses are visible.
- The Corps has awarded a contract for shallow draft inlets. Details will be forthcoming. Will attend a pre-construction meeting with the Corps Friday.
- Tide Dye participation is up almost 40%. It continues to grow. We had 2,700 people participate this summer.

- International Coastal Cleanup - members from the Shallotte River Power Squadron and Seascapes, plus a couple of Holden Beach families assisted in cleaning up the beach. The number one form of litter continues to be cigarettes.
- Run HB had over 1,000 runners. Provided statistics on the runners.

MAYOR'S COMMENTS

- Chief Layne and Town Manager Hewett did a great job with their reports. Has nothing to add.

BOARD OF COMMISSIONERS' COMMENTS

Mayor Pro Tem Royal

- No comment.

Commissioner Freer

- No comment.

Commissioner Isenhour

- Thanked Town employees for all of their hard work this summer. A lot of people came here for an incredible vacation. Employees handled it incredibly and made the Town look wonderful.

Commissioner Kyser

- Over the past few years, our Parks & Recreation Department has had an increasing positive effect on the Town. Shoreline Protection and Recreation Manager Ferguson does a great job. She and the Parks & Recreation Advisory Board support each other. Thanked them all very much. Makes the Town look a lot better.

PUBLIC COMMENTS ON GENERAL ITEMS

Skip Klapheke suggested the Town look at a future plan for recycling. He provided suggestions on how to encourage more participation in the recycling program.

ADJOURNMENT

Motion by Commissioner Kyser to adjourn at 8:03 p.m.; second by Mayor Pro Tem Royal; approved by unanimous vote.

J. Alan Holden, Mayor

ATTEST:

Heather Finnell, Town Clerk



**TOWN OF HOLDEN BEACH
BOARD OF COMMISSIONERS
EMERGENCY MEETING
WEDNESDAY, OCTOBER 5, 2016 – 11:00 A.M.**

The Board of Commissioners of the Town of Holden Beach, North Carolina met for an Emergency Meeting on Wednesday, October 5, 2016 at 11:00 a.m. in the Town Hall Public Assembly. Present were Mayor J. Alan Holden; Mayor Pro Tem H. Ashley Royal; Commissioners Peter Freer, Kim Isenhour, John Fletcher and Ken Kyser; Town Manager David W. Hewett; Town Clerk Heather Finnell; Detective Jeremy Dixon; Public Works Director Chris Clemmons; Water & Sewer Superintendent Eric Long; Building Official Tim Evans; Shoreline Protection and Recreation Manager Christy Ferguson; Fiscal Operations Clerks Margaret Lancaster and Mandy Lockner; and Fire Chief Doug Todd.

Mayor Holden called the meeting to order at 11:03 a.m.

HURRICANE MATTHEW

The Board discussed Hurricane Matthew.

ADJOURNMENT

Motion to adjourn by Mayor Pro Tem Royal at 11:30 a.m.; second by Commissioner Fletcher; approved by unanimous vote.

J. Alan Holden, Mayor

ATTEST:

Heather Finnell, Town Clerk

Activity Log Event Summary (Cumulative Totals)

HOLDEN BEACH POLICE DEPT.

(09/01/2016 - 09/30/2016)

911 Hang Up/Open Line	1	Administrative Call	1
Alarm Activation	23	Animal Complaint	5
Assist Motorist	6	Assist Other Agency	12
Attempt to Locate-ATL	8	Disturbance/Fight	4
Domestic Disturbance	1	Domestic Related(pick-up belonging,etc.)	1
EMS/Medical Call	13	Fire Call	2
Incident Report	2	Keep Check	30
Lost Property	8	Maintenance/Water Leaks(HB Only)	7
Meet with Complainant	5	Missing Person	1
Motor Vehicle Crash (Property Damage Only)	2	Noise/Nuisance Complaint	1
Open Door	3	Parking	1
Phone Call (requested to call subject)	16	Public Assist	1
Special Assignment	1	Suspicious Person	2
Suspicious Vehicle	6	Traffic Control	2
Trespassing	1	Water Rescue	2
Welfare Check	1		

Total Number Of Events: 169

WESSELL & RANEY, L.L.P.
ATTORNEYS AT LAW
POST OFFICE BOX 1049
WILMINGTON, NORTH CAROLINA 28402-1049

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STREET ADDRESS:
107-B NORTH 2ND STREET
WILMINGTON, NC 28401

TELEPHONE: 910-762-7475
FACSIMILE: 910-762-7557

September 13, 2016

Mr. David W. Hewett, Town Manager
Town of Holden Beach
110 Rothschild Street
Holden Beach, NC 28462

Re: **Donation of Property by Devaney Properties LLC**

Dear David:

This letter is written as a follow up to conversations I have had with Tim Evans over the past several months regarding the donation of a tract of land located within the corporate limits of Holden Beach to the Town of Holden Beach. The property in question is owned by Devaney Properties LLC. Attached hereto is a recent survey which shows the property owned by Devaney Properties LLC. The portion of the property shown on the survey that the owner wishes to donate to the Town is the portion labeled "Coastal Wetlands". There is also a metes and bounds description of the Coastal Wetlands tract shown on the enclosed survey.

Devaney Properties LLC wishes to donate this property to the Town if the Town is desirous of accepting such donation. Please let me know if the Town wishes to accept this donation. If you need any additional information, please do not hesitate to contact me. Thank you very much for your assistance.

Yours very truly,

WESSELL & RANEY, L.L.P.



John C. Wessell, III

JCW:ktw

Enclosure

JCW:REALPROP/W15-036-C02

cc: Mr. Tim Evans (w/enc.)
Ms. Diane Abell (w/out enc.)



Scale 1" = 100'
North Arrow
Date: 11/20/17
Project: Heron Landing

1. All areas shown on this plan are the property of the State of Florida, Department of Transportation, Florida Department of Transportation, Bureau of Transportation Planning and Research, and are subject to the terms and conditions of the Florida Department of Transportation, Bureau of Transportation Planning and Research, and are subject to the terms and conditions of the Florida Department of Transportation, Bureau of Transportation Planning and Research.

2. The State of Florida, Department of Transportation, Florida Department of Transportation, Bureau of Transportation Planning and Research, and are subject to the terms and conditions of the Florida Department of Transportation, Bureau of Transportation Planning and Research, and are subject to the terms and conditions of the Florida Department of Transportation, Bureau of Transportation Planning and Research.

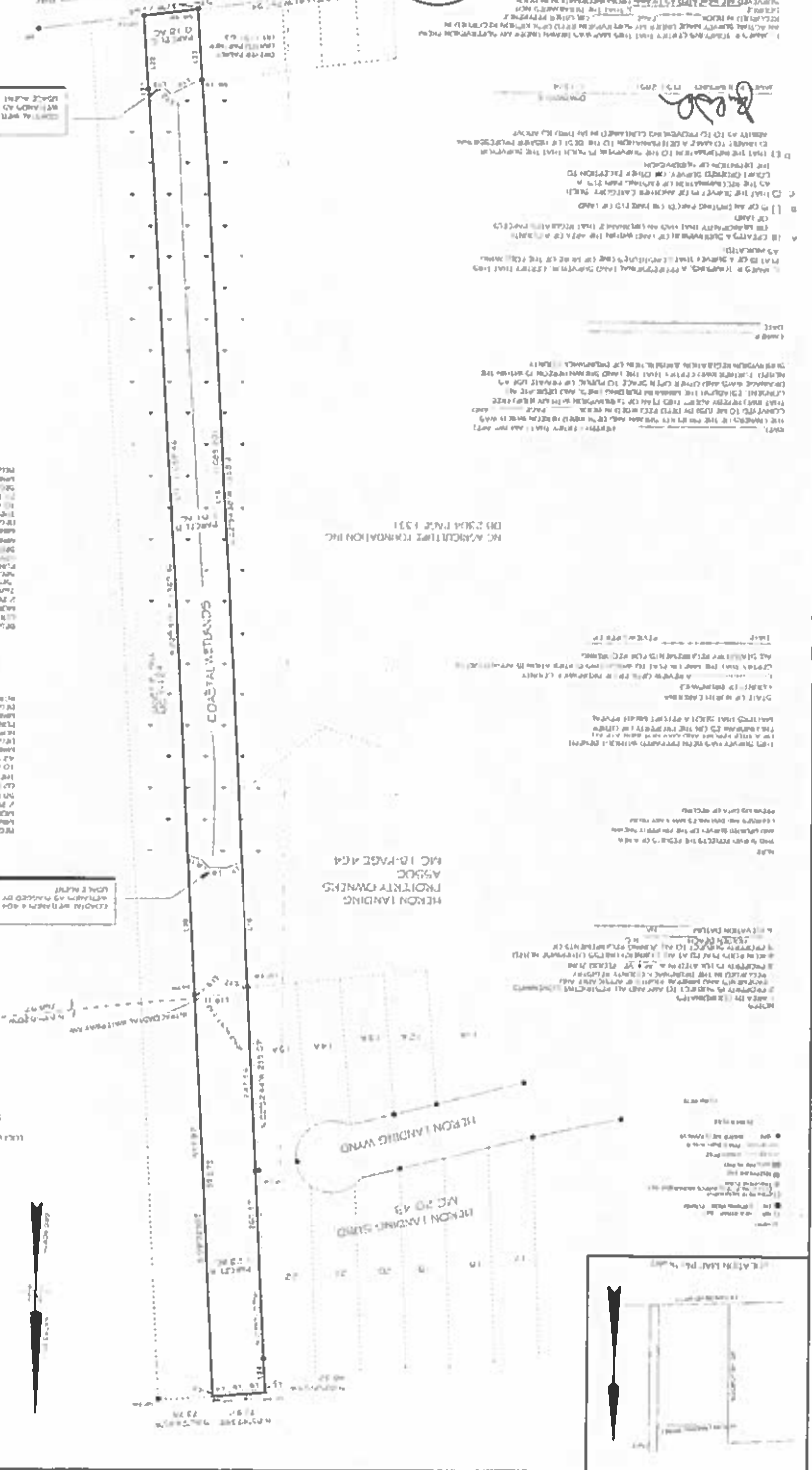
Table with 4 columns: Station, Distance, Elevation, and Notes. It lists stationing along the project alignment, such as '0+00', '0+10', '0+20', etc.

3. The State of Florida, Department of Transportation, Florida Department of Transportation, Bureau of Transportation Planning and Research, and are subject to the terms and conditions of the Florida Department of Transportation, Bureau of Transportation Planning and Research, and are subject to the terms and conditions of the Florida Department of Transportation, Bureau of Transportation Planning and Research.

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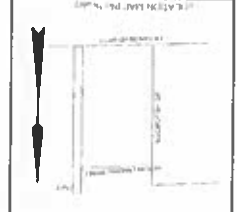
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Project information block including:
- Scale: 1" = 100'
- Date: 11/20/17
- Project: Heron Landing
- Surveying P.A. logo
- Firm: Tompkins Land Surveying P.A.



HERON LANDING WIND
MC 12-PAGE 404
ASJDC
PROJECT OWNERS

HERON LANDING SHED
MC 10-43



6. The State of Florida, Department of Transportation, Florida Department of Transportation, Bureau of Transportation Planning and Research, and are subject to the terms and conditions of the Florida Department of Transportation, Bureau of Transportation Planning and Research, and are subject to the terms and conditions of the Florida Department of Transportation, Bureau of Transportation Planning and Research.
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STATEMENT OF QUALIFICATIONS

ENGINEERING SERVICES – SANITARY SEWER SYSTEM STUDY

Town of Holden Beach, North Carolina



PREPARED FOR

Town of Holden Beach – 110 Rothschild Street // Holden Beach, NC 28462
Attention: Mr. David W. Hewett, Town Manager

PREPARED BY

Compass Pointe Engineering, P.A. // 5041 Main Street // Shallotte, North Carolina 28470



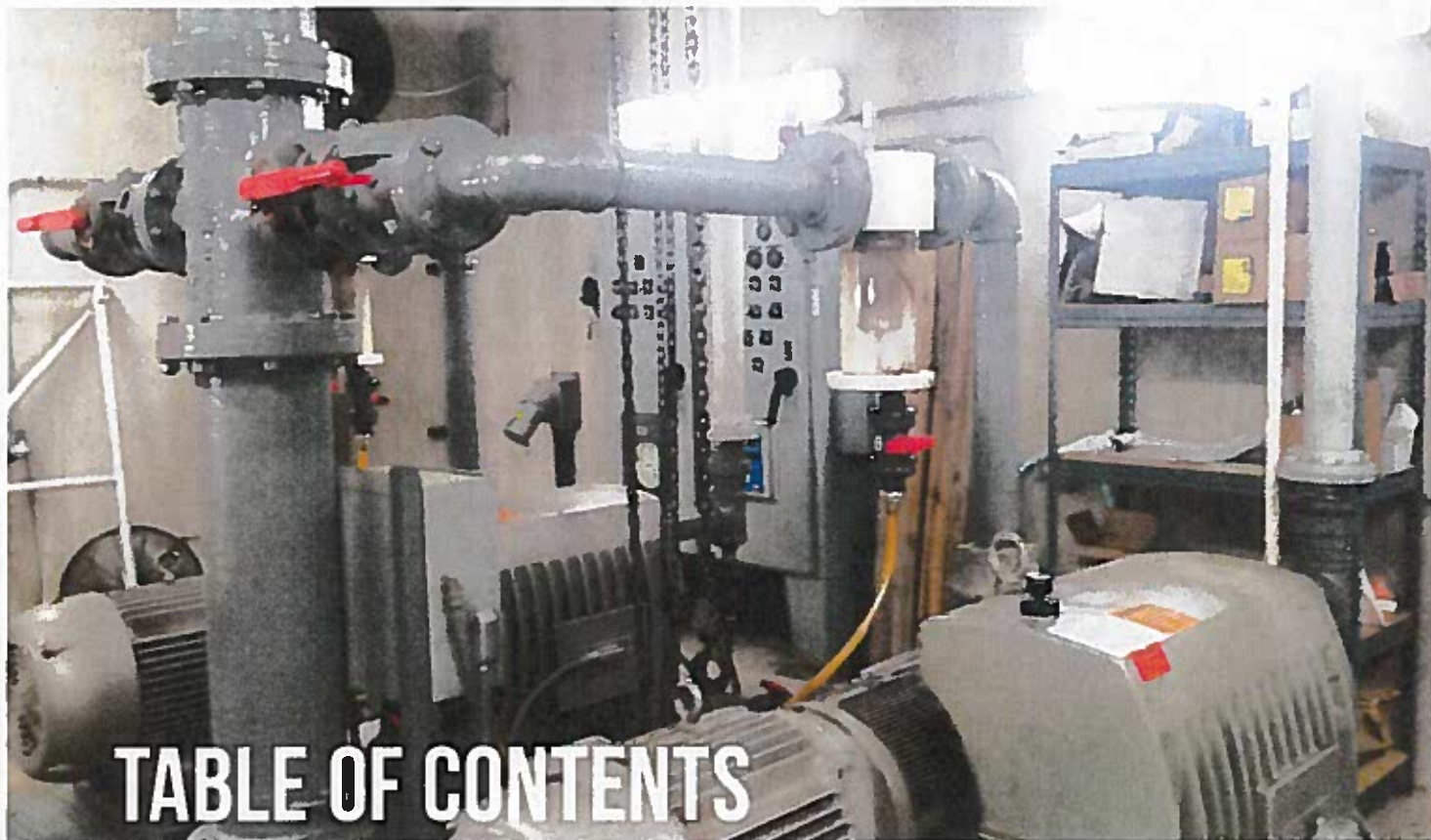


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October 3, 2016

Mr. David W. Hewett, Town Manager
 Town of Holden Beach
 110 Rothschild Street
 Holden Beach, NC 28462

Re: Engineering Services – Sanitary Sewer System Study – Town of Holden Beach

Dear Mr. Hewett,

Compass Pointe Engineering wishes to offer qualifications for review as the Town considers agreements for professional engineering services in support of the subject project. We were pleased to learn of this opportunity, and hope the enclosed information will effectively communicate our abilities.

Compass Pointe was established in 2004 to offer Brunswick County and surrounding areas unique customer service and quality. The firm's owners and officers are lifetime residents of Brunswick County and offer more than 60 years of combined professional engineering experience, most of which was gained in work along the Carolina Coast.

Compass Pointe has been able to support the needs of other local municipalities and government centers on various projects, developing positive relationships with the staff and governing councils while assisting in making infrastructure and process improvements. It would be very rewarding to have this opportunity with the Town of Holden Beach as well. We feel our proximity to Town limits and our knowledge of the entire county and surrounding areas will offer you great value. Additionally, we have depicted team members from McGill Associates, our long-standing engineering partner for a number of projects in the area since 2011, in key support roles to supplement the engineering and financial expertise. Our combined knowledge and experiences will enhance the evaluation of your public sewer system.

On behalf of the entire Compass Pointe Team, I want to thank you once again for considering our qualifications. We hope for the opportunity to meet with you for discussion of this project. In the meantime, please contact me at any time with additional information needs or related questions.

Sincerely,

COMPASS POINTE ENGINEERING, P.A.

MICHAEL NORTON, PE
 President

Compass Pointe Engineering, P.A.

5041 Main Street, Suite 3

Shallotte, North Carolina 28470

ph: 910.755.5872

f: 910.755.5875

www.compasspointengineering.com

CONTACT

Michael Norton, PE

President / Senior Project Manager

compasspointe@atmc.net

FIRM OVERVIEW

Compass Pointe Engineering, P.A. was founded in 2004 with the intent of providing Brunswick County and surrounding regions with unique customer service and quality. The founders, owners, and officers are lifetime residents of the area and offer over 60 years of combined professional engineering experience, most of which was gained in work along the Carolina Coast.

They offer expertise in planning, design and permitting for most new construction and re-development activities, ranging from single family residences to multi-phase/multi-use commercial sites and municipal activities.

CONNECTION TO THE TOWN

Michael Norton, PE and Donald Covil, PE are the principals of Compass Pointe. They manage the firm's operations, striving to uphold ideals of the Professional Engineering Creed as guidance in all activities. Both are residents of Brunswick County and Registered Professional Engineers in North and South Carolina, where the firm provides services.



PHILOSOPHY OF SERVICE

It is Compass Pointe's belief that successful management of projects at all levels can only be achieved by organizations whose individual contributors and leaders are good at managing the key functions as a team. Project management is not a one-person operation, but rather requires a group of individuals dedicated to a common cause and mission to achieve a specific goal. We seek to include team members who share this belief, and have several project partners that share this philosophy.

PROGRAM OF SERVICES

Compass Pointe Engineering offers services in Land Planning and Design for Site Development, including water and wastewater systems, stormwater Best Management Practices, sedimentation and erosion control measures, general permitting and project management.

Compass Pointe has developed professional subcontracting relationships over many years and project relations with professional colleagues. As a result, we offer subcontracted services in the following areas:

- » Environmental Management & Site Assessments
- » Wetland Delineation / Mitigation Plans
- » Soils Suitability Mapping
- » Section 404 and 401 Permitting / Certification
- » Threatened & Endangered Species Survey
- » Water Sampling, Monitoring, & Modeling
- » Landscape Architecture
- » Geotechnical
- » Structural
- » Land Surveying
- » Traffic Impact Studies & Transportation

Our projects have ranged from single-family residential sites to multi-family, industrial, and commercial complexes. We often provide services to municipalities and other government centers to meet a number of their engineering design and project management needs.

McGill Associates, P.A.

1915 Evans Road
Cary, North Carolina 27513
ph: 919.378.9111
f: 919.378.9127
www.mcgillengineers.com

CONTACT

Bill Roark, PE, CPSWQ

McGill Team Manager
bill.roark@mcgillengineers.com

FIRM HISTORY

McGill Associates is a professional engineering and survey firm founded in 1984. The firm is headquartered in Asheville with offices in Pinehurst, Hickory, Cary, and Boone, North Carolina; and Knoxville, Tennessee. **McGill Associates has partnered with Compass Pointe Engineering on various projects since 2011.**

McGill Associates is an employee-owned corporate organization, employing a staff of nearly 100 professional and support personnel who provide civil, environmental, and electrical engineering, surveying, landscape architecture, planning, and public finance services to clients in North Carolina.

**WE ARE
DEDICATED
TO DELIVERING
QUALITY
SOLUTIONS TO
OUR CLIENTS.**



PHILOSOPHY OF SERVICE

A major consideration in our successful program of service has been the firm's commitment to long-term client associations. This philosophy is evidenced in our continuing relationships with the majority of our clients. We believe the basis for a lasting client association is mutual trust, a thorough understanding of the clients' organization and needs, and client confidence in our integrity and competence.

PROGRAM OF SERVICES

The range and depth of McGill Associates' expertise is truly extensive and spans the total spectrum of engineering, including:

- » Water Supply / Treatment / Storage / Distribution
- » Wastewater Collection / Treatment / Disposal
- » Transportation Engineering
- » Construction Administration / Observation Easement Acquisition
- » Permitting
- » Surveying
- » General Civil Engineering
- » Streets, Sidewalks and Drainage Planning / Design
- » Stormwater Management
- » Land Planning
- » Landscape Architecture
- » Site Planning
- » Electrical Engineering
- » Environmental Engineering
- » Recreation
- » Solid Waste Management
- » Utilities Operations / Management Assistance
- » Finance Assistance
- » Real Property Services

LICENSURE

- » McGill Associates is licensed to practice engineering in the states of North Carolina, Tennessee, South Carolina, Virginia, West Virginia, Kentucky and Georgia.
- » McGill Associates is licensed to practice surveying in the states of North Carolina and Tennessee.
- » McGill Associates is licensed to practice landscape architecture in the states of North Carolina, South Carolina and Tennessee.

PROJECT UNDERSTANDING

We understand that the Town's utility infrastructure, in particular the vacuum sewer facilities, have become a matter of concern during the Town's Risk Assessment evaluations. The nature of this concern appears most associated with the elevation of key sewer electrical and pump components relative to sea level, and the potential for submersion of these components during storm events that are common to the barrier island.

The proper operation of this system is critically important to sustaining the intent of environmental protection, which was a key factor considered with implementation of this technology.

Though the vacuum system was intended to lessen the concerns during storm events, with certain parts of the systems located below grade within the vaults, the Town views a level of risk needing current attention.

In addition to considering the relocation of certain pump station features above flood level elevations, future access for maintenance and/or replacement of storage tanks within the vaults is also a concern.

SUMMARY OF OUR FIRM'S PROJECT MANAGEMENT OBJECTIVES

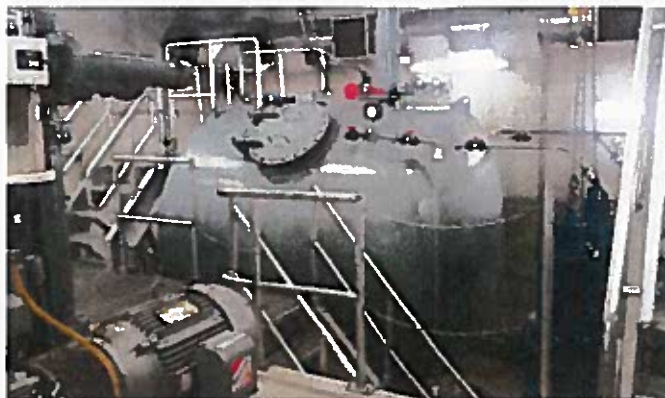
COMPREHENSIVE METHOD

Compass Pointe will rely on its multi-disciplined team members to effectively address the needs in all project phases. The team's Engineers, Surveyors and consultants are highly qualified in a broad range of areas and are accustomed to managing project tasks from conceptual needs assessments through construction implementation.

PROJECT MANAGEMENT

A solid program management plan allows for efficient project execution. Our project team has developed an excellent reputation for program management in their numerous years of working with local governments, including the County of Brunswick, Town of Sunset Beach, Town of Ocean Isle Beach, Town of Varnamtown, and Town of Southport. As in past assignments, we will strive to achieve completion of the following project objectives:

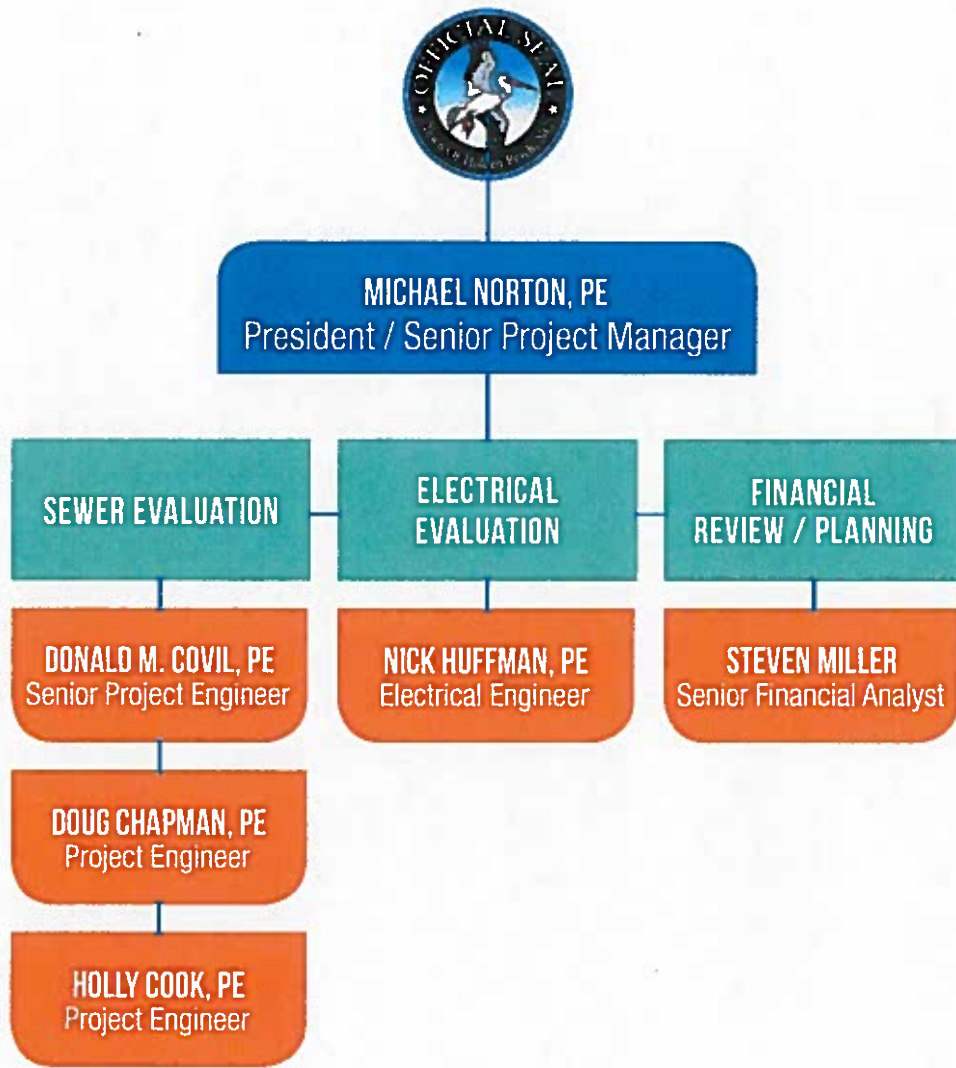
- » On schedule
- » Within budget
- » At the desired performance/technology level
- » Effective and efficient use of all resources
- » Full acceptance by customer



PROJECT TEAM OVERVIEW

Our team will be led by Michael Norton, PE. As the Senior Project Manager, Mr. Norton will oversee all professional service provisions for the contract with the Town of Holden Beach. He will further ensure that the management and direction of staff and sub-consultants reflects the most effective and efficient use of talents and resources. He will be the point of contact for contracted services for the Town.

ORGANIZATION CHART





MICHAEL NORTON, PE
Senior Project Manager

Michael Norton is a professional engineer with more than 23 years of engineering and project management experience within general industry, public utility service and the private sector. He has extensive experience in project management, business planning and budgeting, employee and contractor supervision, and cooperative efforts with regulatory, public and private entities. Mr. Norton is a Brunswick County native and resident. He founded Compass Pointe Engineering in 2004 and has helped ensure its provision of quality professional service for numerous public and private sector clients.

EDUCATION

B.S., Mechanical Engineering, *North Carolina State University*
M.B.A. *East Carolina University*

PROFESSIONAL REGISTRATIONS

North Carolina Professional Engineer, #25856
South Carolina Professional Engineer, #23041
Licensed NC Operator for Pesticide Application (ROW, Ornamental & Turf, and Aquatic)

BRUNSWICK COUNTY INVOLVEMENT

- » County Health & Human Services Advisory Board
- » County Small Business Advisory Commission
- » County Board of Equalization and Review
- » Brunswick Community College Engineering Advisory Committee
- » Brunswick Community College Board of Trustees
- » South Brunswick Business Development Committee
- » County Education & Workforce Development Citizen Action Team

RELATED EXPERIENCE

- » Campus Landscape Master Plan, *Town of Leland*
- » Town Creek Park, *Brunswick County*
- » Various projects and studies in support of municipality operational needs, *Town of Sunset Beach*
- » Various projects and studies in support of municipality operational needs, *Town of Ocean Isle Beach*
- » Stormwater Management Plan, *Town of Sunset Beach*
- » Roadway Improvements, *Town of Boiling Spring Lakes*
- » Roadway Design, *Town of St. James*



DON COVIL, PE
Senior Project Engineer

Don Covil has provided professional engineering services while working for a number of consulting firms in North Carolina for more than 38 years. He has extensive experience in both the private and public sectors. Don has been involved in hundreds of engineering projects during his professional career, many of which were directly related to water distribution system designs. He is intimately familiar with the planning, design and permitting needs of such activities.

Don currently serves as Vice President and Chief Engineer for Compass Pointe. He is one of the firm's principals and owners. Additionally, he supports East Coast Engineering & Surveying as their Director of Engineering services. His current key roles involve:

- » Preparation project designs, construction cost estimates and technical specifications
- » Design of water distribution facilities, sewage treatment and disposal, erosion/sedimentation control, storm-water drainage systems, site grading and roadway and parking designs for commercial and residential projects
- » Coordination with state and local regulatory agencies, scheduling activities within engineering, surveying, planning and drafting departments.

EDUCATION

M.S. Biological and Agricultural Engineering, *North Carolina State University*

PROFESSIONAL REGISTRATIONS

North Carolina Professional Engineer, #9499
South Carolina Professional Engineer, #11479

RELATED EXPERIENCE

- » Town Creek Park, *Brunswick County*
- » Stormwater Management Plan, *Town of Sunset Beach*
- » Roadway Improvements, *Town of Boiling Spring Lakes*
- » Various projects and studies in support of municipality operational needs, *Town of Varnantown*
- » 2009-2011 *Brunswick County Water Service Area System Improvements (Various Locations)*
- » Multiple *Brunswick County* SAD Water Main Installation Projects
- » 1984 Northwest Water Treatment Plant Transmission Project
- » Multiple Commercial and Residential Water Distribution System

**HOLLY COOK, PE**

Project Engineer

Holly Cook has provided over 14 years of design and management services in land development and infrastructure projects. During this time she has gained experience in commercial, residential, municipal, industrial and military project design, as well as development, environmental permitting, DOT/railroad permitting, master planning, site planning, resort development, and roadway/infrastructure design. During her past employment with the Virginia Department of Transportation (VDOT) she guided municipalities through public project submittals. Holly will serve as the Project Engineer in our service to the Town of Leland. She is skilled in third party and developer reviews, bidding and construction phase services, grant applications, cost estimating, survey scope management, and preparation of engineering plans as specifications. Her key roles involve:

- Review of civil engineering projects for consistency with regulatory standards, specifications, policies, and procedures for clients.
- Design of water distribution facilities, sewage treatment and disposal systems, erosion and sedimentation control measures, stormwater drainage and treatment facilities, site grading and roadway and parking designs.
- Preparation of proposals, construction documents, site evaluations, engineering studies, public and private utility coordination, cost estimating, master site planning, CAMA permitting.

EDUCATION

B.S., Civil Engineering, *Old Dominion University*

PROFESSIONAL REGISTRATIONS

North Carolina Professional Engineer, # 040174
Virginia Professional Engineer, # 0402044010
Level 3 NCDOT Erosion Control Certified

RELATED EXPERIENCE

- Bay Creek Master Plan, *Virginia*
- On-call Engineering Services, *Town of Carolina Shores*
- Emergency Stormwater Investigation for North Shore Drive, *Town of Sunset Beach*
- Park Erosion Control Plan Revisions, *Town of Sunset Beach*

**DOUG CHAPMAN, PE**

Project Engineer

Doug Chapman has practiced engineering in North Carolina for more than 25 years. His experience includes planning, funding, design, permitting, bidding, and construction administration of public projects, such as sewer and water systems (lines, pump stations, treatment facilities, and tanks), stormwater, streetscapes, and parks/recreation.

Mr. Chapman has worked in a variety of professional environments, which have contributed positively toward developing his capacity to solve complex problems.

Mr. Chapman is an innovator and a leader in infrastructure planning and design. Mr. Chapman has worked on a variety of projects, from sewer and water infrastructure to community facilities.

EDUCATION

B.S. in Mechanical Engineering, *North Carolina State University*

PROFESSIONAL REGISTRATION

North Carolina Professional Engineer, #020622

PROFESSIONAL ASSOCIATIONS

AWWA / WEF

RELATED EXPERIENCE

- Sewer System Vulnerability Assessment, *City of Lenoir*
- Water System Vulnerability Assessment,
- Water Reclamation Facility Improvements, *City of Henderson*
- Third Creek Wastewater Treatment Plant, *City of Statesville*
- Central Efland Community / Buckhorn Sewer and Brookhollow Lift Station, *Orange County*
- Morinaga America Foods, Inc. Facility CDBG-ED Project, *Orange County*
- McGowan Sewer Interceptor, *Orange County*
- Chestnut Ridge Lift Station, *Town of Blowing Rock*
- Water Reclamation Facility Improvements, *City of Henderson*
- NC 150 Sewer Service, *Catawba County*
- Sandy Creek Lift Station Improvements, *City of Henderson*
- Maple Springs Laundry Sewer Service – CDBG, *Town of Long View*
- Community Center – CDBG, *City of Bessemer City*



NICK HUFFMAN, PE
Electrical Engineer

Nick Huffman is an experienced electrical engineer who is specifically skilled in the construction oversight of electrical systems to support water and wastewater infrastructure, including treatment plants and pump stations. He has a successful track record for delivering high-quality work on time. Mr. Huffman's experience includes design and construction administration for control valves; pump stations; SCADA systems; fire alarm systems; backup, standby, and emergency power; overhead and underground distribution lines; power substations; transmission lines; relay protection; facility power; lighting; and telecommunications.

EDUCATION

B.S., Electrical Engineering, *North Carolina State University*
B.S., Computer Engineering, *North Carolina State University*

PROFESSIONAL REGISTRATION

North Carolina Professional Engineer, #036840

SPECIALIZED TRAINING

Substation Engineering and Design
Siemens Power Transmission and Distribution, Inc.
Design of Transmission Lines, Structures and Foundations

RELATED EXPERIENCE

- » Highway 73 Pump Station / SCADA, *Moore County*
- » Water Treatment Plant Generator, *Anson County*
- » North Smith Street Well Emergency Generator, *Town of Burgaw*
- » Pump Stations and Generator Improvements, *City of Bessemer City*
- » Sandy Creek Pump Station, *City of Henderson*
- » Corpening Creek Lift Station, *City of Marion*
- » Fourth Creek Wastewater Treatment Plant Return Sludge Pump Station and Waste Active Sludge Pump Station, *City of Statesville*
- » Wastewater Treatment Plant and Pump Station, *Whittier Sanitary District*
- » Electrical Generation and System Improvements at the MSD Wastewater Treatment Facility, *Buncombe County*
- » Third Creek Wastewater Treatment Plant Generator, *City of Statesville*
- » Wastewater Treatment Plant Electrical System, *Tuckaseigee Water and Sewer Authority*



STEVEN MILLER
Senior Financial Analyst

Steven Miller's background and experience provide a unique perspective for planning and financing capital improvements. He is able to analyze past trends and forecast key variables that influence the client's ability to fund and finance projects, which are linked to enterprise operations or tax base. His professional experience has included financial analysis work for both the public and private sectors. His public sector work has included capital planning, economic analysis and rate studies. Mr. Miller understands communities throughout North Carolina, their limitations and their financial characteristics.

EDUCATION

M.B., Finance, New Venture, & Logistics, *University of Tennessee*
B.S., Management & Finance, *New York University*

AWARDS

NYU Trustee Scholar, American Mensa member

RELATED EXPERIENCE

- » Water and Sewer Study, *Harnett County*
- » Water Source Evaluation and Plan, *Moore County*
- » Water and Sewer Management Plan, *City of Lenoir*
- » Water and Sewer Management Plan, *Town of Spruce Pine*
- » Water and Sewer Asset Management Plan, *Town of Waynesville*
- » Water and Sewer Asset Management Plan, *City of Marion*
- » Water and Sewer Asset Management Plan, *City of Shelby*
- » Water and Sewer Asset Management Plan, *Town of Spruce Pine*
- » Capital Improvements Program, *City of Lenoir*
- » Efficiency Study & CIP, *Town of Aberdeen*
- » Efficiency Study and CIP, *City of Bessemer City*
- » Waynesville / Junaluska Consolidation Analysis, *Town of Waynesville*
- » Water and Sewer Efficiency Assessment, *Town of Aberdeen*
- » Financial Assessment, *Maggie Valley Sanitary District*
- » Water and Sewer Financial Assessment, *Catawba County*
- » Capital Improvement Plan and Water and Sewer Financial Analysis, *City of Salisbury*
- » Capital Improvement Plan and Water and Sewer Financial Analysis, *City of Conover*
- » Management Plan, *City of Lenoir*
- » Management Plan, *Town of Spruce Pine*

COMPASS POINTE'S EXPERIENCE

2015 ENTERPRISE FUND WATER & SEWER

Brunswick County

Compass Pointe is managing all engineering, surveying, environmental, and geotechnical services necessary to design and permit these water and sewer main improvements for the County's water system in multiple locations, with utility lines ranging in size from 6-inch to 12-inch. This project included all design and permitting phase efforts, as well as bidding and construction administration services.

OCEAN ISLE BEACH EAST END SEWER MODIFICATIONS

Town of Ocean Isle Beach

This project involved the conversion of an existing pump station to a manhole, the design and construction of a new pump station at an alternate location due to environmental impacts and risks, the construction of approximately 720 LF of 8" gravity sewer from the abandoned pump station (converted to a manhole) to the new pump station, and the construction of approximately 340 LF of new 6-inch force main. As the Town's On-Call Engineer, Compass Pointe managed the design, permitting, and construction administration phases of this project, including all final certifications.

OCEAN ISLE BEACH SR1184 UTILITY RELOCATIONS

Town of Ocean Isle Beach

This project involved the surveying, design and permitting needs to support public water and sewer modifications along NC SR1184. As the Town's On-Call Engineer, Compass Pointe handled all coordination, design, and permitting efforts that were necessary through NCDEQ Public Water Supply Section, County of Brunswick, Town Ordinance Detail, and NCDOT. The design helped make improvements in the public utility services along this route and within Town property boundaries at its wastewater treatment facility.

Project team member Holly Cook has previous experience with vacuum sewer systems, including:

BAY CREEK MASTER PLAN

Bay Creek is a 1,700 acre residential resort development including 22 residential villages, two 18-hole championship level golf courses with clubhouse and support facilities, a 124 slip marina and two designated commercial development areas. The infrastructure required for this development involved the master planning and design of 19,000 LF of backbone roadways, 68,600 LF of water line, 65,100 LF of vacuum sewer line, 3 vacuum sewer pump stations, and 6,600 LF of sanitary force main.

The design of the roadways and utilities were coordinated with the Town of Cape Charles, Virginia Health Department, Department of Environmental Quality, Department of Conservation and Recreation, and the Department of Transportation including completion of traffic studies on the roadways surrounding the development. The master planning of the storm drainage system includes 18 man-made lakes and the expansion of 2 existing ponds, all interconnected, which are used as both "regional" BMPs for storm water runoff control and as golf course irrigation sources. Extensive permitting was needed for wetlands mitigation, shoreline reclamation and revetments, dredging of Kings Creek for the marina and access, and expansion of the Town of Cape Charles wells and water system.

MCGILL ASSOCIATES' EXPERIENCE

VULNERABILITY ASSESSMENTS FOR SEWER SYSTEMS

Various Clients

McGill Associates has performed vulnerability assessments for the following sewer systems:

- City of Statesville
- City of Lenoir
- Town of Mooresville

VACUUM SEWER COLLECTION SYSTEM REHABILITATION

City of White House, Tennessee

McGill Associates has completed several sewer rehabilitation and extension projects, created and updated a sewer master plan, and performed engineering services on several pump stations. This has included the replacement of over 250 aging low-pressure grinder pumps and the replacement of a motor control center at the City's North Palmers Chapel Vacuum Pumping Station, one of the most critical in the City's collection system.

Additionally, McGill Associates provided complete engineering services on a new 1,200 GPM Copes Crossing Pump Station and 700 linear feet of 15-inch interceptor, 1,700 linear feet of 12-inch gravity sewer line, and 2,400 linear feet of 8-inch force main to replace the existing Tyree Springs Pump Station. The project included odor control at an influent manhole (air scrubber) and at the new lift station (hydroxyl-ion fog).

Project team members also completed the Wilkinson Lane Pump Station Replacement, which involved a new 700 GPM sewer pumping station. The project also included the installation of an odor control system (hydroxyl-ion fog) for the new pumping station.

Also included was the Union Road Force Main, which included 9,300 linear feet of 8-inch force main.

McGill Associates also assisted the City in acquiring \$4,500,000 in loan and grant funding for the next phase of sewer system rehabilitation projects, which will involve the replacement of 23,500 linear feet of aging and leaking vacuum sewer collection pipe with new gravity sewer lines located on and around Hobbs Drive.



White House Sewer Project

Calista Road and North Palmers Vacuum Pump Station Improvements

McGill Associates provided planning and evaluation assistance, design engineering bidding and construction phase services for the installation of improvements to the City's Calista and North Palmers Vacuum Pumping Stations. The project included new electrical switchgear, motor control centers, and SCADA systems, inline grinders to protect the sewer pumps, HVAC improvements, flowmeters, and variable frequency drives for both pump stations.



SEWER SYSTEM STUDIES

Each study typically includes field assessments generally include meetings with maintenance staff, base map development, and manhole inspections, and may also include flow monitoring, system hydraulic modeling, smoke testing and video inspections of the sewer system. Preliminary cost estimates are also developed.

Geitner Branch Sewer Assessment, City of Hickory

The City of Hickory has experienced a number of line breaks and sewer system overflows as well as excessive inflow and infiltration. McGill Associates mapped and inventoried more than 70,000 linear feet of sewer line and 300 plus sewer manholes. Upon completion of the field inspection the results of the study were summarized in a final report and included a prioritized capital improvements plan and construction drawings for the repair/modification of the sewer line and appurtenances at various locations.

Efland Community / Buckhorn Sewer and Brookhollow Pump Station, Orange County

Orange County asked McGill Associates to redesign the Brookhollow Pump Station to allow for the future abandonment of the nearby, aging McGowan Pump Station. Our firm performed a preliminary feasibility study and evaluated necessary changes to the Brookhollow Pump Station for a future gravity outfall line to be installed from the existing McGowan Pump Station to the proposed Brookhollow Pump Station. McGill Associates completed this evaluation and redesigned the Brookhollow Pump Station to handle the planned flows from the Efland Community and future flows from the McGowan pump station.

Sanitary Sewer System Map and Study, Town of Bryson City

McGill Associates performed a comprehensive sewer system mapping project, which included field assessments, smoke testing, flow monitoring, mapping, and report preparation. The field assessment of the Bryson City sewer system consisted of the location and above ground inspection of all known existing lines and manholes. The final report included recommendations for rehabilitations, and a complete sewer system map with aerial photography as the base map.

FINANCIAL ASSESSMENTS

Water and Sewer Study, Harnett County

- » Comprehensive Capital Improvement Plan
- » Updated funding plan
- » Examined historical financial reports and interlocal agreements

- » Reviewed capital needs
- » Projected impact on County's program
- » Development of a financial model

Water and Sewer Financial Analysis, City of Shelby

- » Comprehensive Capital Improvement Plan for 20 years.
- » Strategic meetings with key staff members and community leaders.
- » 10-year financial analysis model for water and wastewater programs.
- » Capital financing strategy.
- » Rate structure modeling and updating of current structure to address North Carolina Drought Legislation and other funding criteria.
- » Recommended rate and fee structure.
- » Compliance with North Carolina Drought Legislation mandates.
- » Assistance with public presentations.

Water and Sewer Financial Analysis, City of Hickory

- » Comprehensive updating of the City's Capital Improvement Plan for 10 years.
- » Strategic meetings with key staff members and community leaders.
- » 10-year financial analysis model for water and wastewater programs.
- » Capital financing strategy.
- » Rate structure modeling and updating of current structure to address North Carolina Drought Legislation and issues pertaining to inter-local agreements for wholesale rates and fees.
- » Recommended rate and fee structure.
- » Assistance with presentations and negotiations.

Financial Analysis and Rate Review, City of Statesville

- » Comprehensive updating of the City's CIP for 10 years.
- » Strategic meetings with key staff members and community leaders.
- » Meetings with NCDEQ staff in support of the City's proposed wastewater treatment plant upgrade and expansion.
- » 10-year financial analysis model for water and wastewater programs.
- » Capital financing strategy.
- » Rate structure modeling and updating of current structure projected demands that exceed system treatment capacities.
- » Recommended modifications to the current rate and fees.
- » Assistance with presentations and negotiation.

FINANCIAL PROGRAM OF SERVICES

McGill Associates has many years of assisting clients with Capital Project Planning and Financial Analysis services. Our team of experienced professionals regularly reviews clients' existing program plans, capital project plans, cost estimates, studies, interlocal agreements, and any other documents that present information and data pertaining to proposed or pending capital projects or unmet capital needs in order to distinguish between projects that are routine or re-occurring capital outlay from those that are non-routine and involve substantial capital investments, involving specific appropriations or debt. We prepare Water and Sewer Capital Improvements Programs that identify proposed capital projects for water and sewer services, establish costs for each project, and schedule each of the projects within a specified timeline. Our team includes experts in the field of financial analysis for the public sector.

McGill Associates offers assistance to our clients in evaluating public finance issues and alternatives. We understand the legal framework for public finance, which is established by state general statutes, and we are experienced with the budgetary processes and fiscal limitation of Municipal Governments. Further, we are well-versed in the relevant regional, state and federal grant assistance programs and the agencies that administer these programs. A summary of our services in this area and a sampling of our clients are outlined below.

FINANCIAL CONSULTING

- » Capital Improvement Planning
- » Water / Sewer / Stormwater Rate Studies
- » Cost Recovery Fee Analysis
- » Fixed Asset Analysis
- » Project Finance Strategies
- » Value Estimates for Utility Infrastructure
- » Budgeting / Cost Estimating
- » Operative and Capital Program Financial Modeling
- » General Enterprise Fund Planning and Analysis
- » Assessment of Financial Alternatives
- » Organizational Management Studies
- » Asset Inventory and Management Planning
- » Solid Waste Revenue / Rate Studies
- » Cost-Benefit Analysis
- » Program Resource Assessment
- » Program Management Studies
- » NC Local Government Commission Applications
- » Utility Creation / Merger / Acquisition Studies
- » User Fee / Cost Allocation / Cost Analysis Studies
- » Debt Management Support
- » Conventional Financing Solicitations
- » Needs Surveys



COMPASS POINTE / MCGILL ASSOCIATES TEAMING

Although these are not directly related to sewer, we felt it was important to show prior teaming efforts between Compass Pointe and McGill Associates to demonstrate a successful partnerships on municipal and governmental projects and a familiarity with the immediate area.

Stormwater System Evaluation and Master Plan, Town of Sunset Beach

Compass Pointe and McGill Associates are currently assisting the Town of Sunset Beach with a detailed inventory and analysis of their existing stormwater infrastructure.

Tuscarora Road, City of Boiling Spring Lakes

Compass Pointe and McGill Associates are currently evaluating the options available for re-establishing a former railroad crossing.

St. James Drive Extension, Town of St. James

Compass Pointe and McGill Associates recently completed the design of St. James Drive Extension for the Town of St. James, which will provide 1,200 LF of new access roadway connecting to Middleton Road (NC 906).

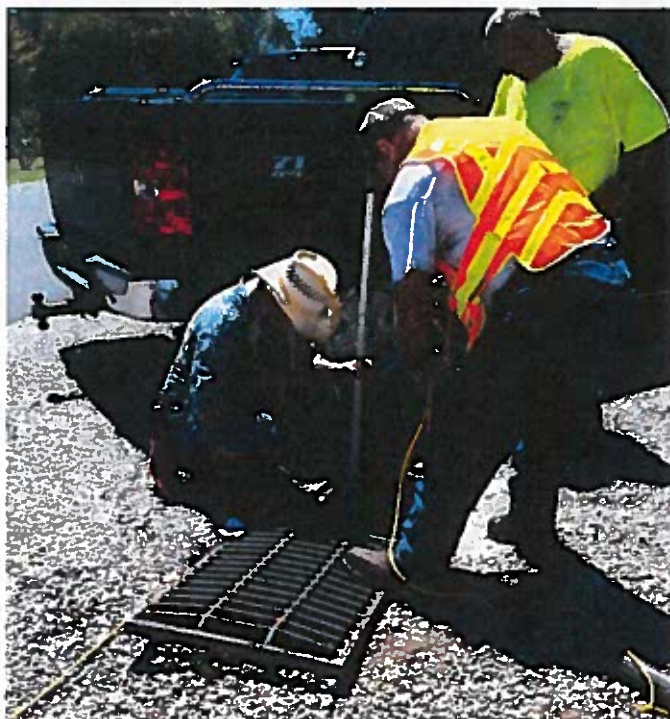
Town Creek Park Master Plan and Development, Brunswick County

Compass Pointe and McGill Associates developed the Town Creek Park Master Plan and design documents, which included new amenities, such as a baseball/softball complex, soccer/multi-purpose fields, dog park, and walking trails.

Campus Master plan // Town of Leland

McGill Associates and Compass Pointe are currently producing a Campus Master Plan and support graphics for the Town of Leland's Municipal Campus that will help guide future development / improvements of the campus, as well as provide appropriate base mapping, phasing plans and preliminary cost estimates. Compass Pointe Engineering provided local stormwater management and design services as a part of this effort.

Compass Pointe has also utilized McGill Associates' staff in supporting private sector commercial site work through roadway design / analysis and major sewer reconstruction cost evaluations.



Stormwater Evaluator for Sunset Beach



Town Creek Park

WHY CHOOSE COMPASS POINTE AND MCGILL ASSOCIATES?

Compass Pointe Engineering welcomes this opportunity to propose engineering and relevant support services to the Town of Holden Beach. We offer the following reasons why you should choose our firm:

LOCALITY

As a local firm, we have been fortunate to observe the growth in Brunswick County. As residents of the area, it is Compass Pointe's desire to contribute to the welfare of our community as it grows to meet future needs, while remaining mindful and thankful for everything unique to this area that continues to sustain us all.

IN-HOUSE RESOURCES

Since Compass Pointe offers a variety of engineering services independently, we are able to support many of the capabilities requested in the RFQ through in-house resources. However, we supplemented our in-house staff with additional specialized experts, all of whom are very familiar with work in this area, to present a broadly experienced and compelling team. We have worked with these colleagues for many years and they continue to serve as extensions to our own staff when specific needs arise.

EXPERIENCE WORKING WITH LOCAL GOVERNMENTS

Compass Pointe has been fortunate to provide work for a number of government agencies in the area, and has thus become familiar with shared practices and differences among those we've served. We have become uniquely familiar with design and permitting needs in this region. Compass Pointe's staff are residents of Brunswick County, with representative residency in nearby communities, offering very reasonable response time to matters of importance, as well as a unique sense of pride and commitment to quality of service for our neighbors.

In addition to project work with the Town of Ocean Isle Beach and the County of Brunswick, as depicted in our experience list, we also have quality working relationships with the management in the Town of Shallotte, Town of Calabash, and Town of Carolina Shores. Please feel free to contact the managers of these local municipalities for additional references as needed.

The Compass Pointe team would be honored to assist the Town of Holden Beach in meeting its professional needs and is committed to positive relationships and results as part of our efforts in doing so.



TOWN OF HOLDEN BEACH
ORDINANCE 16-16

AN ORDINANCE AMENDING THE HOLDEN BEACH CODE OF ORDINANCES, TITLE VII: TRAFFIC CODE
(Section 72.03 Parking Prohibited at All Times)

BE IT ORDAINED BY the Mayor and Board of Commissioners of the Town of Holden Beach, North Carolina that the Holden Beach Code of Ordinances, Title VII: Traffic Code be amended as follows:

Section One: Amend Section 72.03 Parking Prohibited at All Times to read as follows (changes in red):

72.03 PARKING PROHIBITED AT ALL TIMES.

(A) No person shall park a vehicle at any time upon any of the streets or parts thereof described in this ordinance. ('85 Code, § 7-3.1) (Ord. 9-84, passed - - ; Am. Ord. 3-85, passed - - ; Am. Ord. 14-85, passed - -)

(B) In accordance with the provisions of division (A) of this section, no person shall park a vehicle at any time upon any of the following described streets or parts of streets. These prohibitions shall not apply to the temporary parking of emergency, governmental, public and private utility and private vehicles being used during the provision of emergency or other bona fide governmental or public or private utility service

(C) No person shall park a boat trailer at any time in the Municipal Parking Area under the bridge. This area is described as the area between Jordan Boulevard North from Carolina Ave and West from the Eastern most point of Jordan Boulevard for a distance of 200 feet on any roadway surface or right of way.

(D) No person shall park any vehicle at any time upon any portion of street or right of way within the subdivision known as Pointe West. (Specifically Pointe West Drive and Tide Ridge Drive)

Name of Street Location

All streets which intersect directly with Ocean Boulevard East and West from the center line of Ocean Boulevard North and or South for 125 feet; unless specifically mentioned otherwise herein.

Avenue A	No parking within 25 feet of any intersection with any street
Avenue B	No parking within 25 feet of any intersection with any street
Bendigo	No parking within 25 feet of any intersection with any street
Ranger (extended Southward through right-of-way of Hillside Drive)	No parking within 25 feet of any intersection with any street <i>Exception: All parking shall be designated by signs.</i>

Holden	No parking within 25 feet of any intersection with any street
Elizabeth	No parking within 25 feet of any intersection with any street
Ferry	On the South side of Ocean Boulevard East, no parking within 25 feet of any Intersection with any street
Cole Street	From center line of Ocean Boulevard West northward for 30 feet
Davis Street	From center line of Ocean Boulevard West northward for 30 feet
Dunescape Drive	No parking within 25 feet of any intersection with any street.
Ocean Boulevard East	beginning at Jordan Boulevard to its eastern terminus where State Maintenance Ends
Ocean Boulevard West Holden	beginning at Jordan Boulevard to its western terminus excluding the Beach West gated Subdivision.

Exceptions:

The Southern right-of-way from a point directly across from the western right-of-way of Burlington Street to a point directly across from the eastern right-of-way of Durham Street

McCray Street. No Parking;

- 1) On North side of street from Dunescape Drive to a point 125 feet East from the center line of Dunescape Drive at McCray Street;; and
- 2) On South side of street from the center line of Dunescape Drive at McCray Street to the Eastern Terminus; and
- 3) Ave A and the Eastern terminus of Ocean Boulevard East.
- 4) Ocean Boulevard East Extension. No parking South side of street from Ave A East to Dunescape Dr.

Rothschild Street No parking, except North of Brunswick Avenue West. *(This restriction is in the current ordinance, this is just to correct the formatting.)*

Brunswick Avenue West No parking from Rothschild Street, west to a point at the northwestern corner of the Holden Beach Chapel parcel #232OD016. Prohibition applies to the south side of the street only.

(C) No person shall park a boat trailer at any time in the Municipal Parking Area under the bridge. This area is described as the area between Jordan Boulevard North from Carolina Ave and West from the Eastern most point of Jordan Boulevard for a distance of 200 feet on any roadway surface or right of way.

('85 Code, Ch. VII, Sched. I) (Ord. 6-86, passed 4-18-86; Am. Ord. 94-08, passed 4-4-94; Am. Ord. 94-16, passed 7-20-94; Am. Ord. 95-08, passed 6-5-95; Am. Ord. 95-17, passed 9-20-95; Am. Ord. 96-04, passed 6-3-96; Am. Ord. 97-15, passed 10-28-97; Am. Ord. 00-07, passed 3-13-00; Am. Ord. 02-05, passed 4-8-02; Am. Ord. 05-07, passed 7-25-05) Penalty, see § 70.99

Section Two: The Town Clerk is directed to forward this ordinance to American Legal Publishing for inclusion in the next published supplement to the Holden Beach Code of Ordinances.

Section Three: This ordinance shall be effective the 19th day of October, 2016.

Adopted this the 18th day of October, 2016

J. Alan Holden, Mayor

ATTEST:

Heather Finnell, Town Clerk

September 1, 2016

To: Holden Beach Commissioners

From: Davenport Property Owners Association

The Davenport Property Owners Association requests that the Board Of Commissioners makes Frigate Drive a no parking street. It is a dead end street and the only reason for people to park on our street, is to use our private walkway which we own, and to use our private shower on said walkway, that we pay the water bill on.

We would greatly appreciate your consideration of this request when you consider Points West request.

Thank You,

A handwritten signature in cursive script that reads "Jack R. Smith".

Jack Smith, President
Davenport Property Owners Association

Holden Beach Code of Ordinances

OPEN BURNING

§ 91.15 PROHIBITED FIRES.

It shall be unlawful for any person or business to set or cause to be set any fire within the town.

('85 Code, § 3-4.1) (Ord. 13-84, passed - - ; Am. Ord. 90-15, passed 10-1-90; Am. Ord. 02-08, passed 5-27-02) Penalty, see § 91.99

§ 91.16 RECREATIONAL FIRES.

Recreational fires, except those confined within containers manufactured specifically for such purpose, shall not be allowed.

('85 Code, § 3-4.3) (Ord. 13-84, passed - - ; Am. Ord. 02-08, passed 5-27-02) Penalty, see § 91.99

Ocean Isle Beach Ordinance

Sec. 26-10. - Burning within the town limits.

(a) The burning of any material on the beach or on a street, road, lane or public ground is prohibited. Subject to provisions of this section, no person shall kindle or maintain any recreational fire, bonfire, or shall knowingly furnish the material for any such fire, or authorize any such fire to be kindled or maintained.

(b) No person shall operate any type of portable outdoor fireplace/pit, hibachi or charcoal grill or maintain any type of open fire on any outside porch, patio or landing above ground level. Electric and gas grills shall be permitted only if they are permanently attached to the landing and not covered by any type of roof or awning. Gas fueled outdoor fireplaces three (3) feet in diameter or less with a flame height less than two (2) feet, permanently affixed to the ground, and separated from structures and combustible materials by ten (10) feet shall be permitted. Open burning, bonfires, and recreational fires shall be prohibited within town limits unless contained within a device specifically manufactured for such purposes (ex. Fire pits, chimeneas, etc.) which shall be placed no closer than fifteen (15) feet to any structure or natural and/or manmade combustible material. No fire located in a portable outdoor fireplace/pit shall be left unattended.

(c) All fixed gas fueled outdoor fireplaces shall require a mechanical permit from the town's inspections department prior to installation.

(d) Anyone violating this section shall be cited by the chief of police or one of his deputies and shall be guilty of an infraction. The offender shall pay a civil penalty of \$35.00 into the office of the town clerk within seventy-two (72) hours following receipt of the citation. If such penalty is not paid, in accordance with G.S. 160A-175, violations of any provision of this section shall be a misdemeanor as provided in G.S. 14-4, punishable upon conviction in accordance with section 1-6.

Keith Dycus

Planner II

Town of Ocean Isle Beach