



Shallotte Board of Aldermen Regular Meeting Agenda

April 07, 2026 at 5:15 PM

Meeting Chambers – 110 Cheers Street

I. CALL TO ORDER

II. INVOCATION & PLEDGE

III. CONFLICT OF INTEREST

1. Statement

IV. AGENDA AMENDMENTS & APPROVAL OF AGENDA

V. PUBLIC COMMENTS (3 minutes or less per person & sign in please)

VI. DEPARTMENT REPORTS

1. POLICE

2. FIRE

3. PLANNING

4. PUBLIC UTILITIES

A. Bill Adjustment - Robert Moore

B. Summers Walk Ph II Dedications

- Streets: Resolution 26-03

- Sewer: Resolution 26-04

C. Biosolids Payment Options

5. FINANCE

6. PARKS & RECREATION

7. ADMINISTRATION

A. Resolution 26-06: Opposing state legislation that limits local property tax authority and threatens core public services

8. MAYOR

VII. CONSENT AGENDA

A. March 3, 2026 Regular Meeting Minutes

B. March 13, 2026 Board Retreat Minutes

C. March 17, 2026 Work Session Meeting Minutes

D. Direct the Clerk to “Investigate the Sufficiency Thereof and to Certify the Result of the Investigation” for the Following Annexation Request:

Annexation Petition: ANX 26-04

Parcel ID's: 2140005702, 21300074 & 21300075

Crystal Danford.

26.12 Acres +/-

VIII. DISCUSSION

IX. ADJOURN

Taking into consideration the general statute below and the items described on this month's agenda, does any member of the Board of Aldermen or staff have any potential conflicts of interest that should be addressed by the Board at this time? If so, please make those concerns known now.

§ 160D-109. Conflicts of interest.

(a) Governing Board. – A governing board member shall not vote on any legislative decision regarding a development regulation adopted pursuant to this Chapter where the outcome of the matter being considered is reasonably likely to have a direct, substantial, and readily identifiable financial impact on the member. A governing board member shall not vote on any zoning amendment if the landowner of the property subject to a rezoning petition or the applicant for a text amendment is a person with whom the member has a close familial, business, or other associational relationship.

(b) Appointed Boards. – Members of appointed boards shall not vote on any advisory or legislative decision regarding a development regulation adopted pursuant to this Chapter where the outcome of the matter being considered is reasonably likely to have a direct, substantial, and readily identifiable financial impact on the member. An appointed board member shall not vote on any zoning amendment if the landowner of the property subject to a rezoning petition or the applicant for a text amendment is a person with whom the member has a close familial, business, or other associational relationship.

(c) Administrative Staff. – No staff member shall make a final decision on an administrative decision required by this Chapter if the outcome of that decision would have a direct, substantial, and readily identifiable financial impact on the staff member or if the applicant or other person subject to that decision is a person with whom the staff member has a close familial, business, or other associational relationship. If a staff member has a conflict of interest under this section, the decision shall be assigned to the supervisor of the staff person or such other staff person as may be designated by the development regulation or other ordinance.

No staff member shall be financially interested or employed by a business that is financially interested in a development subject to regulation under this Chapter unless the staff member is the owner of the land or building involved. No staff member or other individual or an employee of a company contracting with a local government to provide staff support shall engage in any work that is inconsistent with his or her duties or with the interest of the local government, as determined by the local government.

(d) Quasi-Judicial Decisions. – A member of any board exercising quasi-judicial functions pursuant to this Chapter shall not participate in or vote on any quasi-judicial matter in a manner that would violate affected persons' constitutional rights to an impartial decision maker. Impermissible violations of due process include, but are not limited to, a member having a fixed opinion prior to hearing the matter that is not susceptible to change, undisclosed ex parte communications, a close familial, business, or other associational relationship with an affected person, or a financial interest in the outcome of the matter.

(e) Resolution of Objection. – If an objection is raised to a board member's participation at or prior to the hearing or vote on a particular matter and that member does not recuse himself or herself, the remaining members of the board shall by majority vote rule on the objection.

(f) Familial Relationship. – For purposes of this section, a "close familial relationship" means a spouse, parent, child, brother, sister, grandparent, or grandchild. The term includes the step, half, and in-law relationships. (2019-111, s. 2.4; 2020-3, s. 4.33(a); 2020-25, s. 51(a), (b), (d).)



TOWN OF SHALLOTTE

Police Department

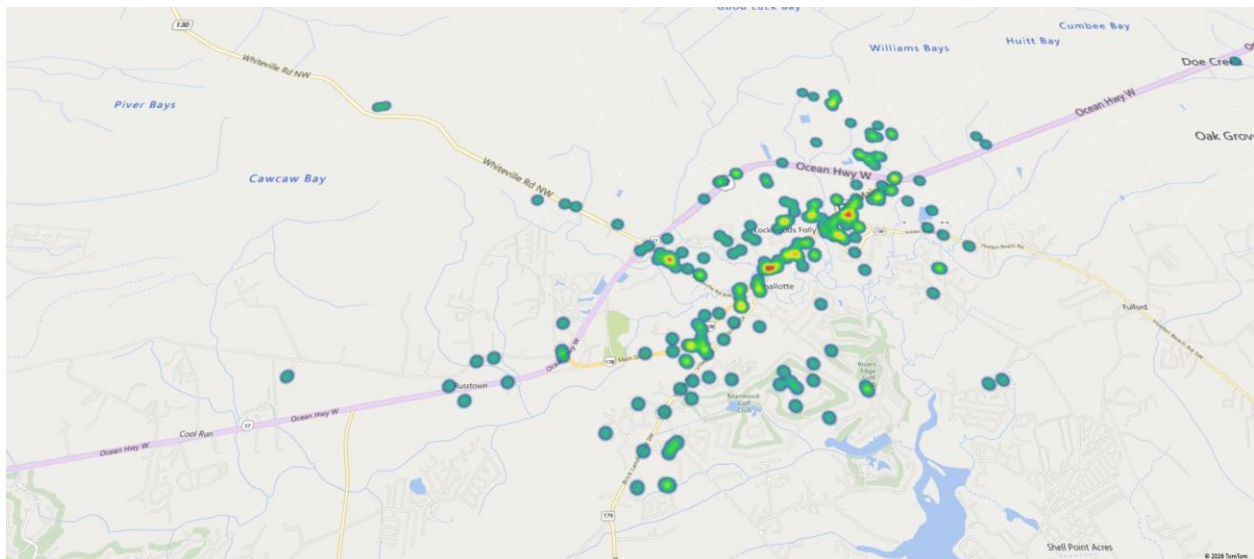
114 Cheers St. Shallotte, North Carolina 28470
Phone (910) 754-6008



Monthly Police Report

Feb 24 – Mar 24, 2026

- Completed 997 Calls for Service
 - Including 41 motor vehicle accidents
- Took 47 Incident Reports
 - Recovered ~ \$2,900 worth of property (returned to owners)
 - 2 separate cases involving missing juvenile – both returned home safely (DSS involved)
 - Habitual Larceny / Habitual Felony case – Defendant convicted of 17 prior larcenies including 11 felony cases.
- Issued 28 State Citations w/ 39 total charges
- Effectuated 7 arrests including 2 warrant services
- Received just over 216 hours of volunteer service





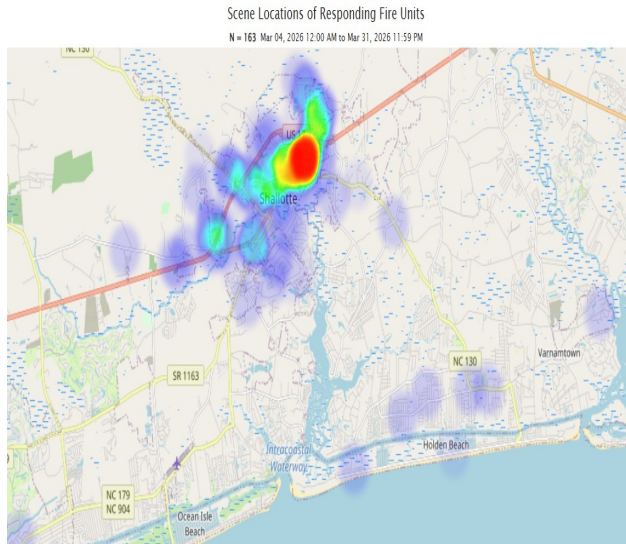
TOWN OF SHALLOTTE FIRE/RESCUE

Monthly Activity Report

FISCAL YEAR ENDING 30 JUN 2026
 Reporting Period: 27 FEB 2025 – 27 MAR 2026

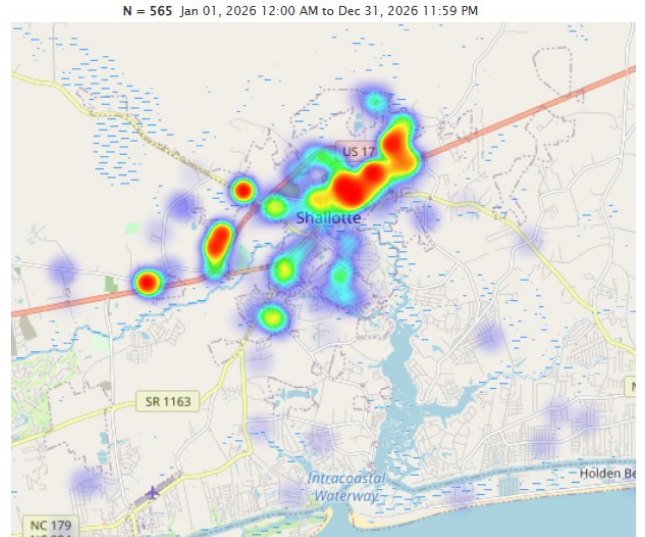
NCGS § 58-79-45: Incident Reports...

Incident Map Overview (Past 4 weeks)



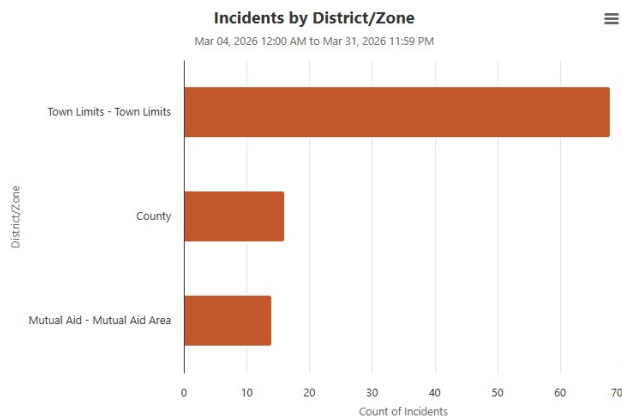
(YTD)

Scene Locations of Responding Fire Units

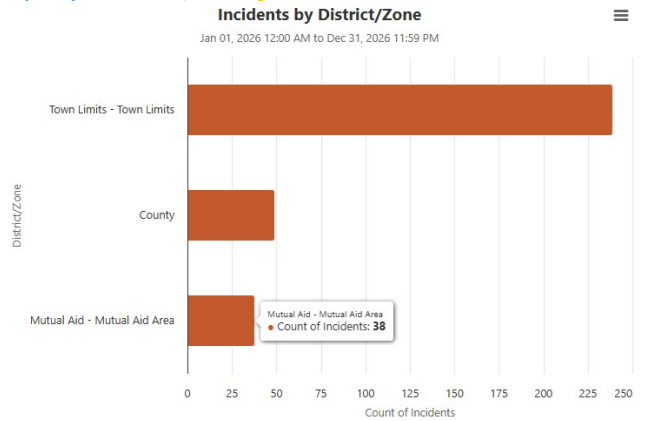


Incident Map Overview

(Past 4 weeks) **Town 68; County 16; Mutual Aid 14**

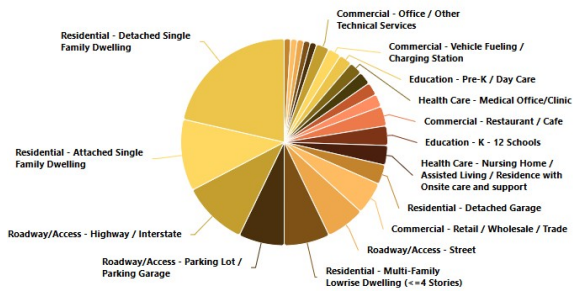


(YTD) **Town 239; County 49; Mutual Aid 38**



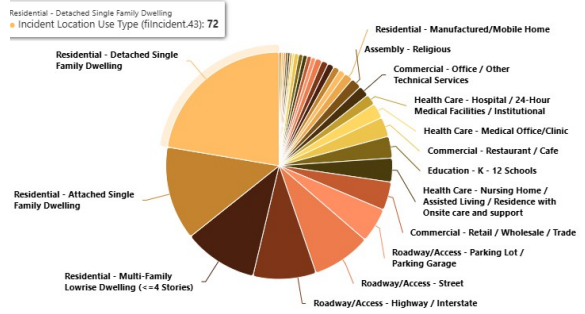
(Past 4 weeks)

Incidents by Location Use Category
Mar 04, 2026 12:00 AM to Mar 31, 2026 11:59 PM



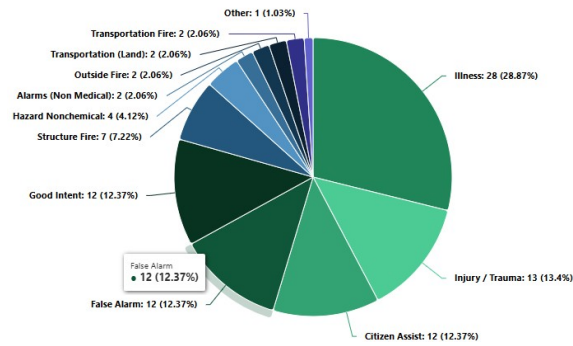
(YTD)

Incidents by Location Use Category
Jan 01, 2026 12:00 AM to Dec 31, 2026 11:59 PM



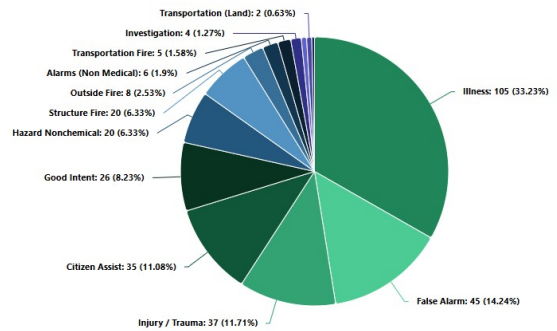
(Past 4 weeks)

Incidents by Type
Mar 04, 2026 12:00 AM to Mar 31, 2026 11:59 PM



(YTD)

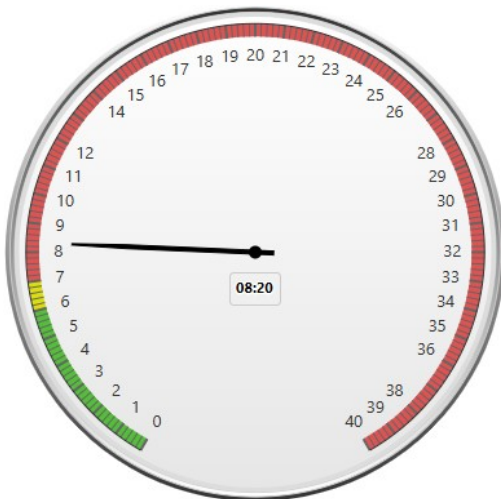
Incidents by Type
Jan 01, 2026 12:00 AM to Dec 31, 2026 11:59 PM



(Past 4 weeks) PSAP to Arrival

Average Total Response Time (MM:SS)

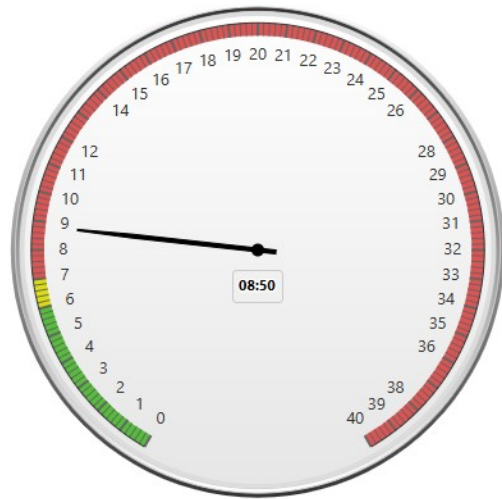
Date Reported: Mar 04, 2026 12:00 AM to Mar 31, 2026 11:59 PM



(YTD) PSAP to Arrival

Average Total Response Time (MM:SS)

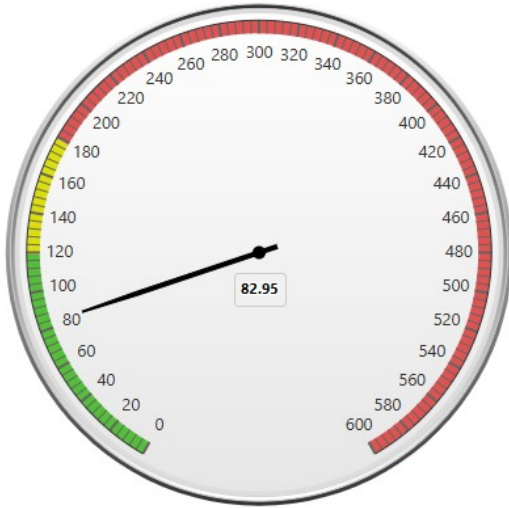
Date Reported: Jan 01, 2026 12:00 AM to Dec 31, 2026 11:59 PM



(Past 4 weeks)

Unit Average Turnout Time (Seconds)

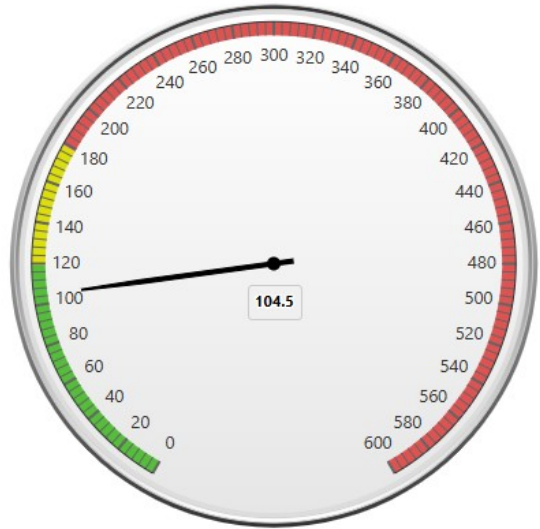
Mar 04, 2026 12:00 AM to Mar 31, 2026 11:59 PM



(YTD)

Unit Average Turnout Time (Seconds)

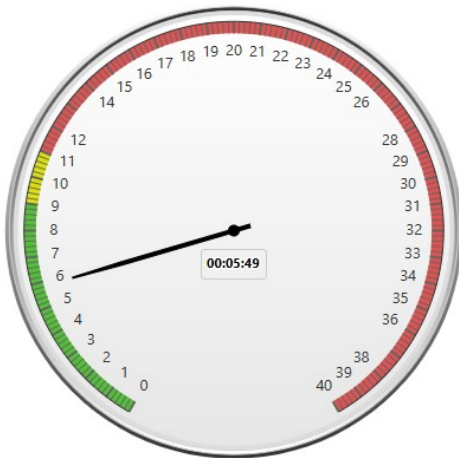
Jan 01, 2026 12:00 AM to Dec 31, 2026 11:59 PM



(Past 4 weeks)

Unit Average Total Response Time (HH:MM:SS)

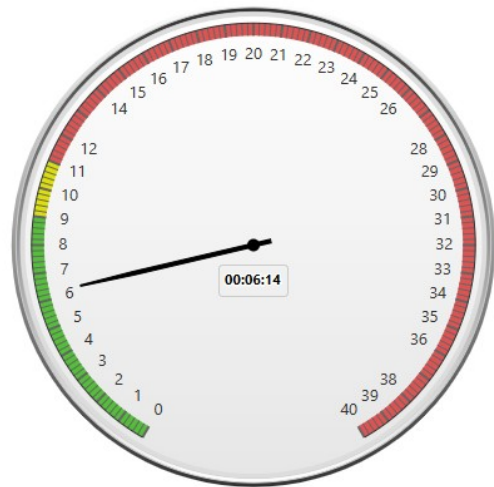
Mar 04, 2026 12:00 AM to Mar 31, 2026 11:59 PM



(YTD)

Unit Average Total Response Time (HH:MM:SS)

Jan 01, 2026 12:00 AM to Dec 31, 2026 11:59 PM



Past 4 weeks	Zone Reference by Number of Incidents from Greatest to Lowest	YTD
#1 Zone One = 40 #2 Zone Four = 14 #3 Zone Three = 15 #4 Zone Five = 13 #5 Zone Six = 9 #6 Zone Two = 7 #7 Zone Seven = 1	#1 Zone One = Wall St Station (Town Central Commercial District) #2 Zone Four = Red Apple Station area (Rourke Woods/Brierwood/River's Edge/Shalotte Point area) #3 Zone Three = Naber Dr Station (Shalotte District Park/Wildwood/Union School/McMilly Rd area) #4 Zone Five = (Green Bay Village/Cardinal Point/Highlands/N Mulberry/Express Dr area) #5 Zone Two = HWY 130 Station (WBHS/McMilly Rd/Industrial Park area) #6 Zone Six = (Greybridge Rd/Red Bug Rd/Holden Beach Rd/Solserra area) #7 Zone Seven = (SECU/Ford & Chevy/Cumbee Rd areas)	#1 Zone One = 133 #2 Zone Four = 65 #3 Zone Three = 47 #4 Zone Five = 37 #5 Zone Two = 18 #6 Zone Six = 16 #7 Zone Seven = 7

NCRRS 5: Training...

485:00 hours

- (EMT) Narcotic Abuse (BLS)
- (EMT) EMS Crew Resource Management
- (EMT) Opioid Crisis: Protecting Our First
- (ISO) FF: Ladders
- (ISO) Company Training
- (ISO) Facility Training
- (ISO) Community Outreach

Notes:

Technical Review (TR) and Code Enforcement Items

- Technical Review – EmergeOrtho – Preliminary Site Review
- Technical Review – Recycling Center – Fire Flow
- Technical Review – Creek Tide Landing PUD
- Environmental Impact Survey – Record Search - EmergeOrtho
- Site Visits – Village Point Rd
- Site Visits – Greybridge Rd
- Site Visits – Brierwood

Staffing Notes

- One staff position on light-duty
- One staff position open
 - Chief and Deputy Chief covering staffing shortages when part-time staff are unavailable.
 - New Position Jan 01.
 - On-boarding of one

Other Notables

During the Novant Wilmington Marathon Weekend, my son ran his second half marathon for something bigger than himself. He raised **\$650** for our fire department, equal to about 12 cents per participant and \$49.62 per mile. His goal was to honor the men who stood by his dad during his illness, a reminder that the seeds we plant in others through love, support, and brotherhood will someday bloom in ways that matter most.



- Open Investigation
 - Al Street
 - SBI Report Cause and Origin Report Pending
 - Met with the Medical Examiner's Office
- Open Investigations
 - Milliken Street
 - SBI Report Cause and Origin Report Pending
 - Pending Medical Examiner's Office findings
- Integrated Preparedness Planning Workshop
 - Mon Apr 13th 1pm
 - Location: TBD
- County Fire Funding
 - Wed March 11th 10am
 - Scheduled Follow-Up meeting
 - March 25th 10am
 - Conference Room C
- County Fire Chiefs group
 - Performance Standards
 - Funding Strategies
 - Discussions Continue
- Community Outreach
 - Career Day BCC
 - County 5th Graders
 - Job Fair BCC
 - April 8th 10am-1pm
- Succession Plan Submitted
 - Workforce Development & Continuity
 - Leadership Development and Readiness
 - Align with Risk-Based Prioritization Planning
 - Support Long-Range Planning Initiatives
- Annual Budget Projections Submitted
 - Risk-Basis Prioritization
 - Long-Rang Planning
 - Capital Justification
 - Short-Term Planning
 - Capital Justification
 - Surplus and Disposition Plan



TOWN OF SHALLOTTE

PLANNING & ZONING DEPARTMENT

TO: Planning Board
 FROM: Robert Waring, Planning Director
 DATE: April 7, 2026
 RE: Monthly Planning Department Report

This memo & attached reports provide a summary of the Planning & Zoning Dept. in the past month:

1. The Planning Board met on April 14 and reviewed updates to the Town's Future Land Use Map
 - a. The Board's next meeting is scheduled for April 14.
2. TRC did not meet in March for lack of business:
 - a. The committee received responses and revisions for Phase II of the Brunswick Pines PUD
 - b. The next meeting will be April 16
3. Staff attended the Board's 2026 Budget Retreat
 - a. We are looking at ways to legally address protests within the Town
4. Staff attended the 2nd meeting with the Community Action Team for the Town's resiliency grant & is reviewing the DRAFT engagement strategy, attached
5. Staff attended a roundtable planner's meeting hosted by the County planning office
6. Staff attended the bi-monthly TIA review with NCDOT
7. Staff attended the County's meeting with Town management & Fire Chiefs to discuss potential change to fire department funding
8. Staff continues to work with GSATS on the Towns DA funded sidewalk project as well as future funds for Main St. congestion management planning
9. Staff received notice from BEMC that streetlights could not be installed until actual home construction begins, this is a departure from what has traditionally been required
10. Staff attended training provide by the League & HR regarding drugs & alcohol in the workplace
11. Staff have had a number of conversations regarding potential annexations
 - a. We will place a discussion item on the upcoming workshop regarding annexation
12. Please forward any zoning or nuisance complaints to Brandon Eaton, Planner, beaton@townofshallotte.org Phone: (910) 754-4032
13. The Town collected \$197,022 for March 2026
 - a. Fees collected in March 2025 totaled \$131,099

Monthly Code Report (Town of Shallotte, NC) 3/2026
Prepared by Brandon Eaton, CZO, CCEO (Planner II/Code Enforcement)

Public Nuisances

1. Case Number: PN-24-005 (4450 Main Street)

Original Complaint: Tall grass/junk, etc.* See also Z-24-007

Latest Update: 3/26/26

- Conference call with developer on moving forward with project.
- (Currently In talks) Waiting on potential application for commercial project on property that may eliminate the violation without cost to the Town.
- CE preparing for contract abatement of property.
- Property owner has still not completed abatement. Code Enforcement has no new word on judgement. Public records show that property was recently arrested and has a court hearing scheduled for December of 2025. Mr. Simmons is out on a secured bond, so CE believes service of judgement information should be able to be accomplished.
- BOA addressed the case at their 8/5/25 meeting. Town attorney informed that service has not been made on issued injunction. CE is unaware if service has been made since 8/5/25.
- The time allotted for abatement during the judgement has passed without any compliance.
- The case was heard by Brunswick County District Court on 5/28/2025.
- A judgment was issued in favor of the Town to compel the property owner to comply with the Town’s order of abatement and payment of civil penalties issued in the amount of \$20,000 (\$10,000 per parcel in violation).
- The property owner has 30 days to comply. After 30 days, the Town may abate the violations in full, charging the property owner for any related expenses.
- The Town was awarded attorney fees related to the motion.

2. Case Number: PN-24-006 (4479 Main Street)

Original Complaint: Tall grass/junk, etc.* See also Z-24-008

Latest Update: 4/1/26

- No changes
- CE has reached out to property owners again to see if they intend to comply with order.
- CE preparing for contract abatement of property.
- Property owner has still not completed abatement. Code Enforcement has no new word on judgement. Public records show that property owner was recently arrested and has a court hearing scheduled for December of 2025. Mr. Simmons is out on a secured bond, so CE believes service of judgement information should be able to be accomplished.
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- The case was heard by Brunswick County District Court on 5/28/2025.
- A judgment was issued in favor of the Town to compel the property owner to comply with the Town’s order of abatement and payment of civil penalties issued in the amount of \$20,000 (\$10,000 per parcel in violation).

- *The property owner has 30 days to comply. After 30 days, the Town may abate the violations in full, charging the property owner for any related expenses.*
- *The Town was awarded attorney fees related to the motion.*

3. Case Number: PN-25-008 (98 Wildwood St.)

Original Complaint: *Tall grass, debris, downed silt fencing.*

Latest Update: *4/1/26*

- *Property owner is working to correct violations. Will monitor.*
- *CE conducted a site visit. Some violations have been addressed, but more have surfaced since the last visit. Contact is being made with property owner to discuss.*
- *CE Still working to have the remaining violations abated.*
- *Some work completed, but abatement still needed. CE is reaching out to property owner.*
- *Violations have not been abated as required. Final notice being sent to serve as last step before civil penalties.*
- *NOV mailed. Owner has until 8/6/25 to comply.*

4. Case Number: PN-25-013 (103 Forest Dr.)

Original Complaint: *Tall grass/weeds, potential nuisance structure.*

Latest Update: *3/26/26*

- *CE spoke with property owner who said they would get someone out to clean up.*
- *Violation notice to mail 2/27/26.*
- *CE has not received response from property owner. One more attempt will be made to address nuisance issues before violation notice is mailed.*
- *Courtesy contact made.*

5. Case Number: PN-26-001 (Edom Ln.)

Original Complaint: *Residents filed complaints regarding construction debris and litter.*

Latest Update: *2/26/26*

- *Havenn Homes contacted about violations.*
- *Neighbors reported construction crews leaving trash and debris on lots and discarding items into adjacent property owners' yards.*

Zoning Violations

1. Case Number: Z-24-007

Original Complaint: *4450 Main St. Old junk mobile home that was once used for office, shipping container, nuisances.*

Latest Update: *3/26/26*

- *Conference call with developer on moving forward with project.*
- *(Currently in talks) Waiting on potential application for commercial project on property that may eliminate the violation without cost to the Town.*
- *CE preparing for contract abatement of property.*
- *Property owner has still not completed abatement. Code Enforcement has no new word on judgement. Public records show that property was recently arrested and has a court hearing scheduled for December of 2025. Mr. Simmons is out on a secured bond, so CE believes service of judgement information should be able to be accomplished.*

- BOA addressed the case at their 8/5/25 meeting. Town attorney informed that service has not been made on issued injunction. CE is unaware if service has been made since 8/5/25.
- The time allotted for abatement during the judgement has passed without any compliance.
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- The case was heard by Brunswick County District Court on 5/28/2025.
- A judgment was issued in favor of the Town to compel the property owner to comply with the Town's order of abatement and payment of civil penalties issued in the amount of \$20,000 (\$10,000 per parcel in violation).
- The property owner has 30 days to comply. After 30 days, the Town may abate the violations in full, charging the property owner for any related expenses.
- The Town was awarded attorney fees related to the motion.

2. Case Number: Z-24-008

Original Complaint: 4479 Main St. Old junk mobile home that was once used for auto sales business. Sign violation. Accessory structure violation and nuisances.

Latest Update: 4/1/26

- No changes.
- CE has reached out to property owners again to see if they intend to comply with order.
- CE preparing for contract abatement of property.
- Property owner has still not completed abatement. Code Enforcement has no new word on judgement. Public records show that property was recently arrested and has a court hearing scheduled for December of 2025. Mr. Simmons is out on a secured bond, so CE believes service of judgement information should be able to be accomplished.
- BOA addressed the case at their 8/5/25 meeting. Town attorney informed that service has not been made on issued injunction. CE is unaware if service has been made since 8/5/25.
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- The case was heard by Brunswick County District Court on 5/28/2025.
- A judgment was issued in favor of the Town to compel the property owner to comply with the Town's order of abatement and payment of civil penalties issued in the amount of \$20,000 (\$10,000 per parcel in violation).
- The property owner has 30 days to comply. After 30 days, the Town may abate the violations in full, charging the property owner for any related expenses.
- The Town was awarded attorney fees related to the motion.

3. Case Number: Z-24-009

Original Complaint: Crane business not meeting the conditions of an issued special use permit.

Latest Update: 3/26/26

- CE is still waiting on court date and information.
- Property owner has filed an appeal in Superior Court.
- Town Clerk mailed Board Findings to property owner via certified mail
- Board of Adjustment hearing was conducted on 2/27/2025.

4. Case Number: Z-25-017 (Southeastern Christian Academy)

Original Complaint: Shipping/cargo containers being used as accessory structures.

Latest Update: 1/22/26

- Town management reached out to the property owner and has given the owner six months to comply with Town ordinance. CE will check back in six months for compliance.
- Notice of violation drafted to issue on 12/31/25.
- Site inspection conducted on 12/19.

5. Case Number: Z-26-001 (2950 Frontage Rd.)

Original Complaint: Potential land development without zoning approval.

Latest Update: 3/26/26

- Letter from DOT received. **Case closed 3/26/26.**
- Written information still not received. Property inspection shows piles of grading materials that may be used for the DOT project.
- The property owner reached out to Town management to state that “NCDOT is using the property for material laydown for the intersection project”. CE has requested written information substantiating these claims.

6. Case Number: Z-26-003 (422 Village Rd.)

Original Complaint: Former residential structure located in the HB zoning district potentially being used as an event center.

Latest Update: 3/26/26

- Planning staff are waiting for application submittal. Talks with the property owner’s engineer to inform that some of the proposed uses are not permitted.
- The property owner has retained an engineering firm that is in the early stages of site plan creation.
- CE reached out to the owners to inform them that zoning approval would be needed before using the home as commercial property. A site and landscape plan is required. The owners protested to CE, explaining that they were living in the home part time, and were only having guests over. CE will monitor.
- The property owner has been using social media to promote “open houses” to view the home’s renovations and the potential for its use as an event center/AirBnB.

7. Case Number: Z-26-004 (4710 Main St.)

Original Complaint: Structure in disrepair that has submitted an application for a building permit but does not have zoning approval.

Latest Update: 4/1/26

- Staff has reached out to the developer. Notice of violation is being drafted to mail.

8. Case Number: Z-26-005 (2159 Ocean Highway)

Original Complaint: Reported development without zoning approval.

Latest Update: 4/1/26

- CE has spoken with the project engineer. An application is in process and the project lead has informed the property owner that no work can be completed until approval has been given.

Vehicles

Currently no cases

Permit Detail Report

03/01/2026 - 03/31/2026

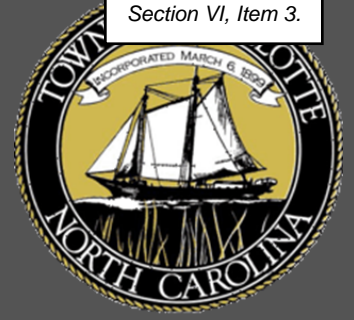
Permit #	Permit Date	Permit Type	Parcel Address	Parcel Address	Total Fees
4229	3/31/2026	Building	359 Whiteville Rd	359 Whiteville Rd	\$100.00
4228	3/31/2026	Building	85 Royal Oak rd	85 Royal Oak rd	\$100.00
4227	3/30/2026	Building	562 Glitter Bay Ct	562 Glitter Bay Ct	\$15,198.00
4226	3/27/2026	Building	18 Palmer Dr	18 Palmer Dr	\$100.00
4225	3/27/2026	Utilities	1432 Milligan Ln Sw	1432 Milligan Ln Sw	\$13,286.00
4224	3/27/2026	Sign	4636 East Coast Ln. Unit 1	4636 East Coast Ln. Unit 1	\$75.00
4223	3/27/2026	Building	2028 Snipe Ln	2028 Snipe Ln	\$8,708.00
4222	3/24/2026	Building	3405 Rendevous Bay Dr	3405 Rendevous Bay Dr	\$16,710.00
4221	3/24/2026	Building	3401 Castries Dr	3401 Castries Dr	\$13,686.00
4220	3/24/2026	Building	3407 Discovery Bay Rd	3407 Discovery Bay Rd	\$15,198.00
4219	3/20/2026	Building	4534 Main St	4534 Main St	\$27,100.00
4218	3/18/2026	Building	4355 Frogie Ln	4355 Frogie Ln	\$7,196.00
4217	3/18/2026	Sign	359 Whiteville Rd	359 Whiteville Rd	\$75.00
4216	3/17/2026	Building	4864 Sugarberry Dr.	4864 Sugarberry Dr.	\$7,196.00
4215	3/13/2026	Building	4614 Swimming Ln	4614 Swimming Ln	\$8,708.00
4214	3/13/2026	Building	4613 Swimming Ln	4613 Swimming Ln	\$7,196.00
4213	3/13/2026	Building	4609 Swimming Ln	4609 Swimming Ln	\$7,196.00
4212	3/13/2026	Building	4608 Swimming Ln	4608 Swimming Ln	\$8,708.00
4211	3/12/2026	Building	2811 Ocean Hwy W	2811 Ocean Hwy W	\$100.00
4210	3/10/2026	Building	4397 East Coast Ln	4397 East Coast Ln	\$8,708.00
4209	3/10/2026	Building	4397 Frogie Ln	4397 Frogie Ln	\$7,196.00
4208	3/6/2026	Building	430 Laurel Valley Dr	430 Laurel Valley Dr	\$7,136.00
4207	3/4/2026	Mobile Food Unit			\$50.00
4206	3/3/2026	Building	362 Laurel Valley Dr	362 Laurel Valley Dr	\$8,648.00
4205	3/3/2026	Building	491 Laurel Valley Dr	491 Laurel Valley Dr	\$8,648.00
					\$197,022.00

Total Records: 25

4/1/2026

Step 4: Community Engagement Strategy

Resilient Coastal Communities Program (RCCP)



Background

Community engagement is a core requirement of the North Carolina Resilient Coastal Communities Program (RCCP) and a foundational element of the Town of Shallotte’s resilience planning effort. Engagement activities are designed to ensure that risk identification, vulnerability assessment, and strategy development are informed by local knowledge, lived experience, and practical implementation considerations.

The Community Action Team (CAT) was engaged early in the process to provide input on the Community Engagement Strategy. The Town’s approach emphasizes targeted, place-based engagement that reflects Shallotte’s inland setting, relatively stable year-round population, and strong reliance on trusted local institutions. Engagement methods prioritize in-person interaction, non-digital communication channels, and partnerships with organizations that residents already rely on for information and services.

Engagement Goals

Engagement goals for the Shallotte RCCP focus on improving understanding of stormwater and flood risk, identifying priority problem areas, supporting informed decision-making, and developing strategies that are practical, equitable, and implementable. Engagement aims to reach residents, property owners, businesses, and developers who are affected by or contribute to stormwater conditions. Key objectives are summarized below.

Increasing community awareness of flooding and stormwater challenges

Identifying neighborhood-level drainage concerns not captured in existing datasets

Ensuring vulnerable populations are represented in the planning process

Gathering input that informs resilience goals, mitigation strategies, and project prioritization

Engagement Methods & Approach

The community engagement strategy uses a multi-modal approach, designed to reduce barriers, prioritize accessibility, maximize participation, and ensure broad representation across the Shallotte community. Selected engagement methods emphasize smaller, community-based interactions and trusted local communication channels to meet residents where they are. Methods are outlined more in depth below.

CAT Meetings

Meetings will occur at key planning milestones and provide opportunities for Town staff and community representatives to review findings, discuss risk data, and guide strategy development.

Pop-Up Engagement

Recognizing that many residents may not attend formal meetings, the project team will conduct informal outreach at community gathering places where residents already spend time.

Targeted Outreach

SVI and RAPT mapping, in addition to CAT input, will be used to identify neighborhoods where residents may face increased vulnerability to flooding impacts.

Digital Engagement

A designated project website will be developed to host all relevant project information including RCCP resources, meeting materials, and draft deliverables. The site will also host the public survey.

Engagement by Project Phase

Phase I (Oct 2025 - May 2026)

Risk & Vulnerability Assessment

Engagement during Phase 1 focuses on collecting input to inform the identification of hazards, assets, areas. Key activities include:

- CAT meetings to identify hazards, assets, and vulnerabilities
- Launch of community survey (Spring 2026)
- Development of project website (Spring 2026)
- Pop-up outreach events at community locations

Phase II (June - Oct 2026)

Resilience Strategy Development

Engagement during Phase 2 focuses on refining and prioritizing resilience strategies based on community priorities. Key activities include:

- CAT meetings to review and prioritize strategies
- Outreach to businesses and community organizations
- Continued digital engagement and website updates

Vulnerable Populations

To ensure RCCP efforts meaningfully include historically underserved and underrepresented populations, engagement strategies for the Town of Shallotte are informed by CDC Social Vulnerability Index (SVI) and FEMA Resilience Analysis and Planning Tool (RAPT) indicators, as well as input from the CAT regarding local conditions. While Shallotte does not exhibit large concentrations of extreme vulnerability, the presence of these indicators highlights the importance of proactive outreach and fostering inclusive engagement.

The following groups were identified as potentially more vulnerable to flooding and stormwater impacts and less likely to participate in traditional planning process.

<p><i>Elderly & Aging Populations</i></p> <p>Residents may rely on fixed incomes or have mobility limitations that affect their ability to prepare/respond to flooding.</p>	<p><i>Renters / Residents of Multi-Family Units</i></p> <p>Residents in these housing types may have limited control over property improvements that could reduce flood risk.</p>	<p><i>Low-to-Moderate Income Households</i></p> <p>Residents may face additional challenges due to limited financial capacity for property improvements or mitigation.</p>
---	---	--

Engagement Summary Table

As summarized in the table below, the engagement strategy uses a combination of structured stakeholder input and accessible, community-based outreach to support broad participation throughout the RCCP process. These methods are intentionally designed to reach a range of audiences by meeting people where they are and providing multiple ways to participate.

LOCATION / SETTING	METHOD / MATERIALS	TARGET AUDIENCE(S)
CAT Meetings	Facilitated planning meetings, presentations, mapping exercises, and discussion of flooding and stormwater issues	Town leadership, planning/public works staff, community representatives
Town Hall & Public Library	Public information sessions, printed project summaries, interactive maps, community surveys	Homeowners, long-term residents, seniors
Community Events & Gathering Spaces	Pop-up outreach table, drop box responses, maps/posters, informational flyers	Working families, renters, younger residents, businesses
Faith-Based Organizations & Community Groups	Printed informational materials, survey distribution, small group conversations	Community leaders, church members, seniors
Neighborhood-Based Outreach in Problem Areas	Neighborhood-level workshops, door-to-door information distribution, problem areas maps	Residents, renters, property owners in affected areas
Town Website & Online Platforms	Project website, online survey, project resources/updates, meeting announcements & materials	Younger residents, property owners, businesses

Ongoing Engagement Activities

Community engagement will be conducted as a continuous and iterative process throughout both Phases 1&2 of the RCCP. Rather than one-time engagement, the approach emphasizes consistent visibility and repeated opportunities for participation, particularly during key milestones. Ongoing engagement activities are focused on maintaining awareness of the project and providing multiple opportunities to participate in ways that are convenient and accessible.

Key Ongoing Activities:

- Maintain and update the project website with materials, maps, and updates
- Share project updates through Town communication channels
- Conduct repeat pop-up outreach at high traffic community locations
- Distribute survey reminders and follow-up materials
- Coordinate with community organizations and local partners
- Adjust outreach methods based on participation trends and feedback

Engagement Tracking & Documentation

All engagement activities will be documented and tracked for transparency, demonstrating how community input informs the RCCP process. Tracking efforts focus on capturing not only participation levels, but also where engagement occurred, who was reached, and what feedback was received. Input collected will be compiled and evaluated to identify recurring themes and location-specific issues, helping strengthen the connection between community input and technical analysis.

<i>CAT Meetings</i>	<i>Community Survey</i>	<i>Pop-Up Outreach</i>	<i>Public Input</i>	<i>Engagement Summary</i>
Attendance, presentation, & meeting minutes	Number of responses, common themes, & geographic trends	Locations, dates, methods used, & estimated participation	Compilation of comments related to flooding & drainage concerns	Synthesis of key findings & recurring issues

How Engagement Informs Outcomes

Community engagement directly informs both the Risk and Vulnerability Assessment and the Resilience Strategy Development. Input will be used to validate technical findings and identify localized issues, specifically recurring flooding and drainage concerns that may not be reflected in existing datasets or plans. Engagement results will also guide the development of resilience strategies. Community input will help identify which areas and issues should be prioritized, while stakeholder feedback will provide insight into feasibility, community support, and implementation considerations.

Public Works Monthly Report

March 2026

To: *Board of Aldermen*

From: *Dan Formyduval, Director of Public Services*

Sewer

- Responded to **16** sewer calls during the day and **8** after hours.
- Randomly inspected **26** pressure sewer services.
- Rewired **2**, replaced **1** residential sewer control panels.
- **2** complete rebuilds for commercial sewer services.
- Performed weekly mainline sewer lift station cleanings.
- Installed two residential pressure sewer services.
- Recovered one missing manhole in River's Edge.
- Replaced seats, pumps and rewired Village Point Lift Station.
- Participated in the start up of the Forest Run lift station.
- Removed a storm damaged tree from the Rivers Edge lift station.

Parks & Streets

- Have completed mulching and of Main St and Town properties.
- Ornamental Fence along the Main St Bridge has been replaced.
- Replaced damaged sections of sidewalk in Rourk Woods.
- Have begun weekly vegetation management.

Construction & Engineering

- Responded to **188** NC811 locate tickets.
- Conducted three pre construction meetings with representatives from Spectrum cable.

- Met with NCDOT and contractors for kickoff of utility relocation as part of Hwy 17 work.
- Met with Brunswick County Public Utilities to discuss allocation increase and bio solids project.
- Met with Cinderella, McGill Engineering, and Brunswick County Building Inspections to discuss remaining issues at Price Landing.

Fleet Maintenance

- Completed repairs and upgrades on FD1572 and FD1581.
- Completed repairs and servicing for 3 Police vehicles.
- Assisted with driving CDL level vehicles as needed.
- Completed 5 repairs on Public Services vehicles.





Town of Shallotte Board of Aldermen
ACTION AGENDA ITEM
2026

TO: Board of Aldermen

ACTION ITEM #: _____

FROM: Kirstie White

MEETING DATE: _____

DATE SUBMITTED: _____

ISSUE/ACTION REQUESTED:

PUBLIC HEARING: YES NO

Customer has requested an adjustment to their sewer bill due to high usage.

BACKGROUND/PURPOSE OF REQUEST:

Robert Moore (2140 Arnold Palmer Dr) – Brunswick County is in the process of changing out all customer's subtractive irrigation meters to a separate tap meter. The customers are required to connect their irrigation system (or anything that uses water outside) to this new meter. Mr. Moore did not realize this and was irrigating with nothing connected to the new meter. This caused his sewer bill to increase. He filled out adjustment paperwork requesting a reduction in his sewer bill due to the excess usage. Mr. Moore's September bill (40,523 gallons) and November bill (50,584 gallons) have been reduced by a total of \$1,159.78. He was informed that Town policy states that an adjustment can only be made to the 2 consecutive bills with the highest usage. Mr. Moore's current bill was for 34,778 gallons (\$501.79). He is appealing for an additional adjustment on the current bill.

FISCAL IMPACT:

- BUDGET AMENDMENT REQUIRED:** YES NO
- CAPITAL PROJECT ORDINANCE REQUIRED:** YES NO
- PRE-AUDIT CERTIFICATION REQUIRED:** YES NO
- REVIEWED BY DIRECTOR OF FISCAL OPERATIONS** YES NO

CONTRACTS/AGREEMENTS:

REVIEWED BY TOWN ATTORNEY: YES NO N/A

ADVISORY BOARD RECOMMENDATION:

TOWN ADMINISTRATOR'S RECOMMENDATION: Denial. Not consistent with policy. - MOG

FINANCE RECOMMENDATION:

ATTACHMENTS:

- 1. Robert Moore: 2nd Adjustment application
- 2.
- 3.

<u>ACTION OF THE BOARD OF ALDERMEN</u>		
APPROVED: <input type="checkbox"/>	ATTEST:	CLERK TO THE BOARD
DENIED: <input type="checkbox"/>		
DEFERRED UNTIL:	_____	
	SIGNATURE	
OTHER:		



Mar 30 2026
10:51A

Town of Shallotte Adjustment Application

If you have filled a pool from your irrigation meter, there is no need to complete this application.

If you had a leak, attach a copy of the plumbing repair bill or a copy of the receipts for any parts purchased to repair the leak. There is a chance that if this is not provided, an adjustment may not be granted.

Adjustments **will not** be approved for bills that are higher than normal without proof that a leak has been fixed.

Name: Robert Moore

Sewer Bill Account Number: 3501220100 97

Service Address (or Physical Address): 2140 Arnold Palmer Dr Shallotte, NC
28470

Telephone Number: 910 754-2923 – 860 857-0883

Reason for requesting adjustment (pool fill, water leak from broken pipe outside, etc.): Meter change-over installed our irrigation meter, but did not connect it to our irrigation system – no notification was provided to us – after receiving an excessive sewer bill, I called the city of Shallotte who directed me to Brunswick County Utilities – they confirmed the installation of the irrigation meter and acknowledged that using a 3rd party installer, communication re: my obligation to connect the new meter may not have been completed. I will now connect the system myself and request an estimated adjustment to our sewer bill – we were granted an adjustment however the appeal did not fully address the term of the problem – we’re requesting a further adjustment on our current bill of \$551.97.

If filling a pool, what date(s) was the pool filled:

If filling a pool, how many gallons does your pool hold?

If this was a leak, what date was the leak fixed?

If this was a leak, where was the leak located?

Section VI, Item 4.

Do you have a plumbing repair bill or receipts for parts purchased to repair the leak? Yes No

If no, why are receipts not available? _____

Robert Moon
Applicant's Signature

3/30/26
Date

The following is for office use only:

Estimated average consumption: _____

Estimated average bill amount: _____

Current consumption: _____

Current bill amount: _____

Notes: _____

Town Administrator

Date

PO Box 2287 Shallotte, NC 28459 • Phone:(910) 754-4032 • Fax: (910) 754-2740

Last revised: April 17, 2023

adm.00001



Town of Shallotte
ACTION AGENDA ITEM
2026

TO: Board of Aldermen

ACTION ITEM #:

FROM: Debra White

MEETING DATE: 04/07/2026

DATE SUBMITTED: 3/12/2026

ISSUE/ACTION REQUESTED: Summers Walk Phase 2 Streets, roads, cul-de-sacs and right-of-ways. **PUBLIC HEARING:** YES NO

BACKGROUND/PURPOSE OF REQUEST: DFC Summers Walk, LLC has installed streets, roads, cul-de-sacs and right-of-ways located at the Summers Walk Phase 2 development. This development is within Town limits; and DFC Summers Walk, LLC is requesting a Resolution for a Deed of Dedication dedicating streets, roads, cul-de-sacs and right-of-ways of Summers Walk Phase 2 subdivision to be approved and accepted by the Town.

FISCAL IMPACT:

- BUDGET AMENDMENT REQUIRED:** YES NO
- CAPITAL PROJECT ORDINANCE REQUIRED:** YES NO
- PRE-AUDIT CERTIFICATION REQUIRED:** YES NO
- REVIEWED BY DIRECTOR OF FISCAL OPERATIONS** YES NO

CONTRACTS/AGREEMENTS:

- REVIEWED BY TOWN ATTORNEY:** YES NO N/A

ADVISORY BOARD RECOMMENDATION:

TOWN ADMINISTRATOR’S RECOMMENDATION:

FINANCE RECOMMENDATION:

ATTACHMENTS:

- 1. Deed Dedication
- 2. Affidavit
- 3. Warranty Agreement
- 4. List of Asset
- 5. Resolution

<u>ACTION OF THE BOARD OF ALDERMEN</u>		
APPROVED:	<input type="checkbox"/>	ATTEST:
DENIED:	<input type="checkbox"/>	CLERK TO THE BOARD
DEFERRED UNTIL:	_____	_____
	SIGNATURE	
OTHER:		

DEED OF DEDICATION AND ACCEPTANCE

Parcel: N/A – Rights of Way

Revenue Stamps: \$0.00

If checked, the property includes the primary residence of at least one of the parties depicted as party of the first part. (N.C. Gen. Stat. § 105-317.2)

STATE OF NORTH CAROLINA

COUNTY OF BRUNSWICK

THIS DEED OF DEDICATION AND ACCEPTANCE, made and entered into this the ____ day of _____, 2026 by and between DFC SUMMERS WALK LLC, a Florida limited liability company, the Grantor (the address of the Grantor is: 13000 Sawgrass Village Circle, Suite 24, Building 5, Ponte Vedra, Florida 32082); and THE TOWN OF SHALLOTTE, a governmental entity created and existing under the laws of the State of North Carolina and which is duly created and existing under the laws of the State of North Carolina, party of the second part the Grantee (the address of the Grantee is: PO Box 2287, Shallotte, NC 28459).

Prepared by Ward and Smith, P.A., 127 Racine Drive, University Corporate Center (28403), Post Office Box 7068, Wilmington, NC 28406-7068
Please return to Ward and Smith, P.A., 127 Racine Drive, University Corporate Center (28403), Post Office Box 7068, Wilmington, NC 28406-7068
Attention: Justin M. Lewis

No opinion on title is rendered by Ward and Smith, P.A., without a separate written opinion on title from Ward and Smith, P.A

WITNESSETH:

That the Grantor in consideration of the sum of Ten and No/100 Dollars (\$10.00) and other good and valuable considerations paid to the Grantor by Grantee, the receipt and sufficiency of which hereby are acknowledged, has dedicated, granted, bargained, sold and conveyed and by these presents does dedicate, grant, bargain, sell and convey unto the Grantee, and Grantee by signing below does hereby accept the Grantor's offer of dedication and conveyance, the following described property to wit:

All those certain tracts or parcels of land lying and being situated in Brunswick County, North Carolina, and being more particularly described on Exhibit A attached hereto and incorporated herein by reference.

This dedication and acceptance is made subject to easements of record or on the ground, restrictive covenants of record, and ad valorem taxes for the current year, if any and on a prorated basis.

TO HAVE AND TO HOLD said property and all privileges and appurtenances thereunto belonging to the Grantee, Grantees successors and assigns, forever.

And the Grantor covenants that (i) Grantor has done nothing to affect such title to the aforesaid property as was received by Grantor; (ii) Grantor has the full right, title and authority to make this offer of dedication and conveyance to the Grantee; and, (iii) subject to the matters set forth above, agrees to warrant and defend the title to said property against the lawful claims of all persons claiming by, through or under Grantor, but no further.

Grantee, by signing this instrument, does so in order to formally evidence its acceptance of the Grantor's offer of dedication and conveyance of the subject property identified and more particularly described in Exhibit A.

IN TESTIMONY WHEREOF, Grantor and Grantee have caused this instrument to be executed under seal in such form as to be binding, this the day and year first above written.

DFC SUMMERS WALK LLC

By: _____
Name: _____
Title: _____

STATE OF _____
COUNTY OF _____

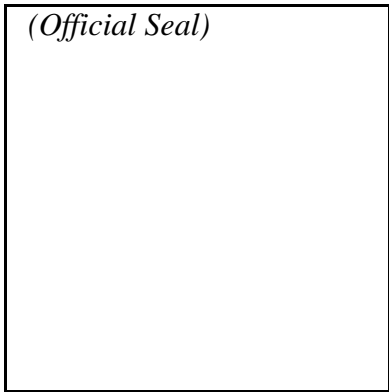
I certify that the following person personally appeared before me this day, acknowledging to me that he signed the foregoing document for the purpose(s) stated therein, in the capacity indicated therein: _____.

Date: _____

Signature of Notary Public

Notary's printed or typed name

My commission expires: _____



Notary seal or stamp must appear within this box.

ACCEPTANCE OF DEED

This Deed of Dedication was accepted by The Town of Shallotte on the _____ day of _____, 2026.

The Town of Shallotte

_____, 2026

TOWN OF SHALLOTTE

By: _____
Name: _____
Title: _____

STATE OF NORTH CAROLINA
COUNTY OF _____

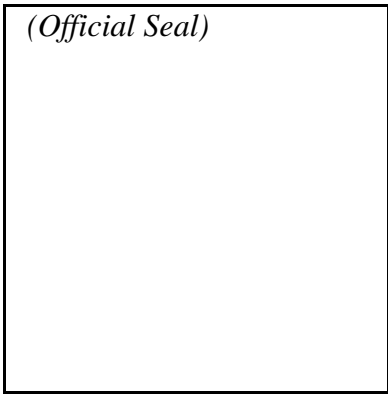
I certify that the following person personally appeared before me this day, acknowledging to me that he/she signed the foregoing document for the purpose(s) stated therein, in the capacity indicated therein: _____.

Date: _____

Signature of Notary Public

Notary's printed or typed name

My commission expires: _____



Notary seal or stamp must appear within this box.

EXHIBIT A

All those certain tracts or parcels of land lying and being situated in Brunswick County, North Carolina, and being more particularly described as follows:

PARCEL 1

All that certain tract or parcel of land lying and being situated in Brunswick County, North Carolina, and being shown and identified as "**Summerwalk Road**" on the plat recorded in Map Cabinet 176, at Pages 12-16 in the office of the Register of Deeds of Brunswick County.

PARCEL 2

All that certain tract or parcel of land lying and being situated in Brunswick County, North Carolina, and being shown and identified as "**Swimming Lane**" on the plat recorded in Map Cabinet 176, at Pages 12-16 in the office of the Register of Deeds of Brunswick County.

PARCEL 3

All that certain tract or parcel of land lying and being situated in Brunswick County, North Carolina, and being shown and identified as "**Getaway Lane**" on the plat recorded in Map Cabinet 176, at Pages 12-16 in the office of the Register of Deeds of Brunswick County.

PARCEL 4

All that certain tract or parcel of land lying and being situated in Brunswick County, North Carolina, and being shown and identified as "**Breaking Waves Road**" on the plat recorded in Map Cabinet 176, at Pages 12-16 in the office of the Register of Deeds of Brunswick County.

AFFIDAVIT

STATE OF NORTH CAROLINA
COUNTY OF BRUNSWICK

DFC SUMMERS WALK LLC, a Florida limited liability company, with an office and place of business in Ponte Vedra, Florida, hereinafter referred to as Affiant, being first duly sworn, hereby deposes and says under oath as follows:

1. That it is the owner of certain property located in Shallotte Township, Brunswick County, North Carolina, known as Summers Walk Subdivision, Phase 2, containing lots numbering 33 thru 41, 42, 44 thru 50, 63 thru 104 and 106 thru 120, as more particularly described in a Deed of Dedication in favor of The Town of Shallotte of even date wherewith.
2. That it has caused to be installed rights-of-way through the property hereinafter described and referenced;

The road, street, and cul-de-sac rights of way shown as "Summerwalk Road", "Swimming Lane", "Getaway Lane", and "Breaking Waves Road" on the map of "Summers Walk Phase 2" recorded in Map Book 176, Pages 12-16 of the Brunswick County Registry, reference to which map is hereby made for a more particular description.

3. All the work which has been performed in the construction and installation of said rights-of-way, above, has been fully paid for and there are now no liens of any kind including any lien for labor or material against the subdivision property which would in any way jeopardize title of Affiant to the property in said subdivision nor are there any legal actions pending against Affiant or any contractor arising out of any work performed in said subdivision or rights-of-way installed therein which would in any way jeopardize title to the subdivision located therein.

IN WITNESS WHEREOF, the Affiant has caused this instrument to be duly executed by its authorized officer(s) this _____ day of _____, 2026.

DFC SUMMERS WALK LLC

By: _____, Manager

STATE OF _____
COUNTY OF _____

I, a Notary Public of the County and State aforesaid, do hereby certify that _____ personally came before me this day and acknowledged that he is _____ of DFC Summers Walk LLC being authorized to do so, executed the foregoing on behalf of the corporation.

Witness my hand and official seal, this the _____ day of _____, 2025.

Signature of Notary Public

(Notary Seal)

Printed or Typed Name of Notary Public

My Commission Expires: _____

WARRANTY

KNOW ALL MEN BY THESE PRESENTS, that DFC Summers Walk, LLC, a Florida limited liability company, hereinafter referred to as "Owner", is held and firmly bound unto the Town of Shallotte, a governmental entity existing under the laws of the State of North Carolina as set forth herein. The Owner binds themselves, their heirs, executors, administrators, successors and assigns jointly and severally to the Town of Shallotte as set forth herein.

WHEREAS, DFC Summers Walk, LLC, the Owner, has lawfully developed and constructed a development in Town of Shallotte, North Carolina, known and identified as Summers Walk Phase 2, and in connection therewith, has constructed certain roadways and other appurtenant road structures, and has dedicated those facilities to the Town of Shallotte for public use and maintenance, and desires and has requested the Town of Shallotte to accept said facilities.

NOW, THEREFORE, in consideration of the acceptance of said facilities by Town, Owner agrees to convey to the Town of Shallotte fee simple title to said facilities, and warrants that said facilities are constructed in a good and workmanlike manner in compliance with all plans and specifications approved by Town and are free from defects in materials and workmanship and shall remain in said condition, less normal wear and tear, for a period of one (1) year from the date of action by Town of Shallotte Board of Aldermen accepting said facilities. Should said facilities, or any portion thereof, require repair or replacement within one (1) year from date of acceptance of said facilities for failure of workmanship, materials or any other defects, specifically including damages resulting from any construction related activities including utility construction or building construction performed by other parties who purchased land, Owner shall make all necessary repairs or shall be liable to the Town of Shallotte for the costs to repair and replace said facilities to their original condition., the Developer shall make the necessary repairs or shall be liable to Town of Shallotte in the amount of the full and just sum herein stated above for costs to repair and replace said facilities to a first-class condition.

SIGNED, SEALED, AND DATED this 4 day of March, 2026.

WITNESS:

Gaston Beckwith
Witness Print Name

[Signature]
Witness Signature

OWNER:

DFC Summers Walk, LLC

By: [Signature]
Nick Causey VP

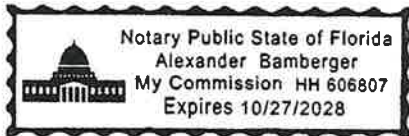
Printed Name and Title

STATE OF Florida

COUNTY OF St. Johns

I, Alexander Bamberger, a Notary Public in and for the State and County aforesaid, do hereby certify that Nick Carlson, as Vice President of **DFC Summers Walk, LLC**, a Florida limited liability company personally appeared before me this day and acknowledged the due and voluntary execution of the foregoing instrument for the purposes therein set forth and in the capacity indicated.

Witness my hand and notarial seal, this is the 4 day of March, 2026.



Alexander Bamberger

Signature of Notary Public

Alexander Bamberger

Notary's printed or typed name

My commission expires: 10/27/28

Summers Walk Phase 2 - Assets Cost List - Roads

Cost Description	QTY	Unit	Cost	Total
ABC Stone	2090	TON	\$ 60.00	\$ 125,400.00
Curb	4700	LnFt	\$ 22.00	\$ 103,400.00
Asphalt	4950	SqYd	\$ 19.00	\$ 94,050.00
Pavement Markings	1	LS	\$ 7,700.00	\$ 7,700.00
				<u>\$ 330,550.00</u>

RESOLUTION NO.26-03

WHEREAS, DFC SUMMERS WALK LLC, a Florida limited liability company, with an office and place of business in Ponte Vedra, Florida, (hereinafter "Owner") is the owner of a tract or parcel located in Shallotte Township, Brunswick County, North Carolina, known as "Summers Walk Phase 2" as shown on the plat recorded in Map Book 176, Pages 12-16 of the Brunswick County Registry" and which is being developed as Summers Walk subdivision as shown on plat(s) which have been recorded in the office of the Register of Deeds for Brunswick County, North Carolina; and

WHEREAS, Developer has caused to be installed road, street, and cul-de-sac rights of way located within the Town; and

WHEREAS, a Deed of Dedication has been executed by Developer dedicating to the Town the following described property:

ITEM ONE

All that certain tract or parcel of land lying and being situate in Brunswick County, North Carolina, and being shown and identified as "**Summerwalk Road**" on the plat recorded in Map Cabinet 176, at Pages 12-16 in the office of the Register of Deeds of Brunswick County.

ITEM TWO

All that certain tract or parcel of land lying and being situate in Brunswick County, North Carolina, and being shown and identified as "**Swimming Lane**" on the plat recorded in Map Cabinet 176, at Pages 12-16 in the office of the Register of Deeds of Brunswick County.

ITEM THREE

All that certain tract or parcel of land lying and being situate in Brunswick County, North Carolina, and being shown and identified as "**Getaway Lane**" on the plat recorded in Map Cabinet 176, at Pages 12-16 in the office of the Register of Deeds of Brunswick County.

ITEM FOUR

All that certain tract or parcel of land lying and being situate in Brunswick County, North Carolina, and being shown and identified as "**Breaking Waves Road**" on the plat recorded in Map Cabinet 176, at Pages 12-16 in the office of the Register of Deeds of Brunswick County.

WHEREAS, the acceptance of all of said property would benefit the Town of Shallotte and is in the best interest of the citizens of the Town of Shallotte.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE TOWN OF SHALLOTTE as follows:

1. That the Town hereby accepts the conveyance and dedication offered by DFC SUMMERS WALK LLC as set forth above.

2. That the Town shall record the deed of dedication in the office of the Register of

Deeds for Brunswick County.

ADOPTED THIS 7th DAY OF APRIL, 2026.

ATTEST:

Art Dornfeld, Mayor

Natalie Goins, Town Clerk



Town of Shallotte
ACTION AGENDA ITEM
2026

TO: Board of Aldermen

ACTION ITEM #:

FROM: Debra White

MEETING DATE:

04/07/2026

DATE SUBMITTED:

3/12/2026

ISSUE/ACTION REQUESTED: Summers Walk Phase 2 Sewer, collection lines and related equipment. **PUBLIC HEARING:** YES NO

BACKGROUND/PURPOSE OF REQUEST: DFC Summers Walk, LLC has installed installed sewer collection lines, and related equipment located at the Summers Walk Phase 2 development. This development is within Town limits; and DFC Summers Walk, LLC is requesting a Resolution for a Deed of Dedication dedicating installed sewer collection lines, and related equipment of Summers Walk Phase 2 subdivision to be approved and accepted by the Town.

FISCAL IMPACT:

BUDGET AMENDMENT REQUIRED:

YES NO

CAPITAL PROJECT ORDINANCE REQUIRED:

YES NO

PRE-AUDIT CERTIFICATION REQUIRED:

YES NO

REVIEWED BY DIRECTOR OF FISCAL OPERATIONS

YES NO

CONTRACTS/AGREEMENTS:

REVIEWED BY TOWN ATTORNEY:

YES NO N/A

ADVISORY BOARD RECOMMENDATION:

TOWN ADMINISTRATOR'S RECOMMENDATION:

FINANCE RECOMMENDATION:

ATTACHMENTS:

1. Deed Dedication
2. Affidavit
3. Warranty Agreement
4. List of Asset
5. Resolution

<u>ACTION OF THE BOARD OF ALDERMEN</u>		
APPROVED:	<input type="checkbox"/>	ATTEST:
DENIED:	<input type="checkbox"/>	CLERK TO THE BOARD
DEFERRED UNTIL:	_____	_____
OTHER:	SIGNATURE	

DEED OF DEDICATION

STATE OF NORTH CAROLINA
COUNTY OF BRUNSWICK

THIS DEED OF DEDICATION, made and entered into this the ____ day of _____, 2026, by and between DFC SUMMERS WALK LLC, a Florida limited liability company, party of the first part, hereinafter referred to as “Developer”, and THE TOWN OF SHALLOTTE, a governmental entity created and existing under the laws of the State of North Carolina and which is duly created and existing under the laws of the State of North Carolina, party of the second part, hereinafter referred to as Grantee; (the address of the Grantee is PO Box2287, Shallotte, NC 28459)

WITNESSETH:

THAT WHEREAS, Developer is the owner of a tract or parcel located in Shallotte Township, Brunswick County, North Carolina, known as Summers Walk Subdivision, Phase 2 as depicted on the map of same recorded in Map Cabinet 176, Pages 12-16 of the Brunswick County Registry (the “Property”);

WHEREAS, Developer has caused to be installed a system of wastewater lines, equipment, and facilities under and along the road rights-of-way hereinafter described and referenced;

Prepared by Ward and Smith, P.A., 127 Racine Drive, University Corporate Center (28403), Post Office Box 7068, Wilmington, NC 28406-7068
Please return to Ward and Smith, P.A., 127 Racine Drive, University Corporate Center (28403), Post Office Box 7068, Wilmington, NC 28406-7068
Attention: Justin M. Lewis

No opinion on title is rendered by Ward and Smith, P.A., without a separate written opinion on title from Ward and Smith, P.A.

WHEREAS, Developer wishes to obtain wastewater treatment services from Grantee and to make wastewater service from Grantee's system available to individual lot owners of the Property;

WHEREAS, Grantee has adopted, through appropriate resolution, a stated policy regarding sewer systems under the terms of which, among other things, in order to obtain wastewater service for said Property, Developer must convey title to the wastewater system in the said subdivision to Grantee through an instrument of dedication acceptable to Grantee;

NOW THEREFORE, Developer, in consideration of Grantee accepting said wastewater lines and facilities and accepting the discharge of all wastewater from said subdivision, does hereby convey to Grantee, its lawful successors and assigns, the following described property;

All of the wastewater lines, equipment and facilities located under, along, and within the road, street, and cul-de-sac rights of way as shown and described on the map of "Summers Walk Phase 2" recorded in Map Cabinet 176, Pages 12-16 of the Brunswick County Registry and which map includes certain roads known as "Summerwalk Drive", "Swimming Lane", "Getaway Lane", "and Breaking Waves Road" reference to which map is hereby made for a more particular description.


TO HAVE AND TO HOLD said wastewater lines and equipment above described together with the privileges and appurtenances thereto belonging to Grantee forever.

Together with non-exclusive easements over, along and upon the entire area of the streets and cul-de-sacs and right of way depicted on the maps of subdivision for Summers Walk and serving the areas referenced above for purposes of entry into the subdivision for maintenance, repair and upkeep of the wastewater systems and facilities and for connecting the same to the individual lots developed or to be developed lying adjacent to said streets and cul-de-sacs and rights of way reserving unto Developer, its successors and assigns, equal rights of easement and easement over, in, along, and upon said streets and cul-de-sacs for purposes of installing and maintaining such utilities as may be required for the development of said subdivision, including, but not limited to, electric, gas, telephone, cable and sewer.

And Developer does hereby covenant that it is seized of said wastewater lines, equipment and facilities described above in fee simple and has the right to convey the same in fee simple, that the same are free and clear of encumbrances, and that it will warrant and defend the title to the same against all persons whomsoever.

IN WITNESS WHEREOF, the Affiant has caused this instrument to be duly executed by its authorized officer(s) this 4 day of March, 2026.

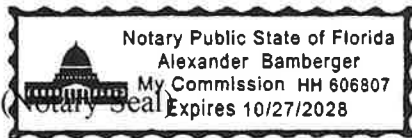
DFC SUMMERS WALK LLC

By: 
Nick Carlson, Manager

Florida
STATE OF ~~NORTH CAROLINA~~
COUNTY OF St Johns

I, a Notary Public of the County and State aforesaid, do hereby certify that Nick Carlson personally came before me this day and acknowledged that he is Manager of DFC Summers Walk LLC, being authorized to do so, executed the foregoing on behalf of the corporation.

Witness my hand and official seal, this the 4 day of March 2026.




Signature of Notary Public

Alexander Bamberger
Printed or Typed Name of Notary Public

My Commission Expires: 10/27/28

ACCEPTANCE OF DEED

This Deed of Dedication and accompanying Affidavit for DFC Summers Walk LLC was accepted by The Town of Shallotte on the _____ day of _____, 2026.

The Town of Shallotte

TOWN OF SHALLOTTE

By: _____
Name: _____
Title: _____

STATE OF NORTH CAROLINA

COUNTY OF _____

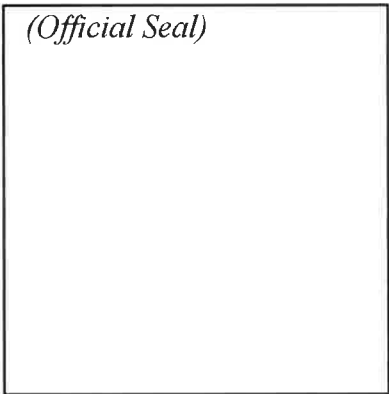
I certify that the following person personally appeared before me this day, acknowledging to me that he/she signed the foregoing document for the purpose(s) stated therein, in the capacity indicated therein: _____

Date: _____

Signature of Notary Public

Notary's printed or typed name

My commission expires: _____



Notary seal or stamp must appear within this box.

AFFIDAVIT

STATE OF NORTH CAROLINA

COUNTY OF BRUNSWICK

DFC SUMMERS WALK LLC, a Florida limited liability company, with an office and place of business in Ponte Vedra, Florida, hereinafter referred to as Affiant, being first duly sworn, hereby deposes and says under oath as follows:


1. That it is the owner of certain property located in Shallotte Township, Brunswick County, North Carolina, known as Summers Walk Subdivision, Phase 2, containing lots numbering 33 thru 41, 42, 44 thru 50, 63 thru 104 and 106 thru 120 as more particularly described in a Deed of Dedication in favor of the Town of Shallotte of even date wherewith.
2. That it has caused to be installed wastewater lines, equipment, and facilities under and along the road rights-of-way property hereinafter described and referenced;

The road, street, and cul-de-sac rights of way shown as "Summerwalk Road", "Swimming Lane", "Getaway Lane", and "Breaking Waves Road" on the map of "Summers Walk Phase 2" recorded in Map Cabinet 176, Pages 12-16 of the Brunswick County Registry, reference to which map is hereby made for a more particular description.

3. All the work which has been performed in the construction and installation of said wastewater lines, equipment, and facilities described in paragraph 2, above, has been fully paid for and there are now no liens of any kind including any lien for labor or material against the subdivision property which would in any way jeopardize title of Affiant to the property in said subdivision nor are there any legal actions pending against Affiant or any contractor arising out of any work performed in said subdivision or the wastewater lines installed therein which would in any way jeopardize title to the subdivision or the wastewater system located therein.

IN WITNESS WHEREOF, the Developer has caused this instrument to be duly executed,
the day and year first above written.

DFC SUMMERS WALK LLC

By: 

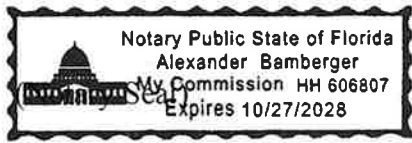
Nick Caruso, Manager

STATE OF Florida

COUNTY OF St. Johns

I, a Notary Public of the County and State aforesaid, do hereby certify that Nick Carlson personally came before me this day and acknowledged that he is Vice President of DFC Summers Walk LLC being authorized to do so, executed the foregoing on behalf of the corporation.

Witness my hand and official seal, this the 4 day of March 2026.



[Handwritten Signature]

Signature of Notary Public

Alexander Bamberger

Printed or Typed Name of Notary Public

My Commission Expires: 10/27/28

WARRANTY

KNOW ALL MEN BY THESE PRESENTS, that DFC Summers Walk, LLC, a Florida limited liability company, hereinafter referred to as "Owner", is held and firmly bound unto the Town of Shallotte, a governmental entity existing under the laws of the State of North Carolina as set forth herein. The Owner binds themselves, their heirs, executors, administrators, successors and assigns jointly and severally to the Town of Shallotte as set forth herein.

WHEREAS, DFC Summers Walk, LLC, the Owner, has lawfully developed and constructed a development in Town of Shallotte, North Carolina, known and identified as Summers Walk Phase 2, and in connection therewith, has constructed certain wastewater lines, equipment, and facilities in Summers Walk Phase 2, and has dedicated those facilities to the Town of Shallotte for public use and maintenance, and desires and has requested the Town of Shallotte to accept said facilities.

NOW, THEREFORE, in consideration of the acceptance of said facilities by Town, Owner agrees to convey to the Town of Shallotte fee simple title to said facilities, and warrants that said facilities are constructed in a good and workmanlike manner in compliance will all plans and specifications approved by Town and are free from defects in materials and workmanship and shall remain in said condition, less normal wear and tear, for a period of one (1) year from the date of action by Town of Shallotte Board of Aldermen accepting said facilities. Should said facilities, or any portion thereof, require repair or replacement within one (1) year from date of acceptance of said facilities for failure of workmanship, materials or any other defects, specifically including damages resulting from any construction related activities including utility construction or building construction performed by other parties who purchased land, Owner shall make all necessary repairs or shall be liable to the Town of Shallotte for the costs to repair and replace said facilities to their original condition., the Developer shall make the necessary repairs or shall be liable to Town of Shallotte in the amount of the full and just sum herein stated above for costs to repair and replace said facilities to a first-class condition.

SIGNED, SEALED, AND DATED this 4 day of March, 2026.

WITNESS:

Geiston Buckner
Witness Print Name

[Signature]
Witness Signature

OWNER:

DFC Summers Walk, LLC

By: [Signature]

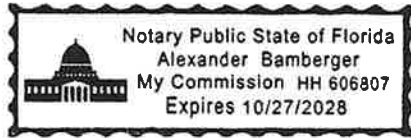
Nick Carlson VP
Printed Name and Title

STATE OF Florida

COUNTY OF St. Johns

I, Alexander Bamberger, a Notary Public in and for the State and County aforesaid, do hereby certify that Nick Carlson, as Vice President of **DFC Summers Walk, LLC**, a Florida limited liability company personally appeared before me this day and acknowledged the due and voluntary execution of the foregoing instrument for the purposes therein set forth and in the capacity indicated.

Witness my hand and notarial seal, this is the 4 day of March, 2026.



[Handwritten Signature]

Signature of Notary Public

Alexander Bamberger

Notary's printed or typed name

My commission expires: 10/27/28

Summers Walk Phase 2 - Assets Cost List - Sewer

Cost Description	QTY	Unit	Cost	Total
Sewer Manholes	1	LS	\$ 45,324.00	\$ 45,324.00
Sewer Main Lines	1	LS	\$ 106,876.00	\$ 106,876.00
Sewer Bedding	820	TON	\$ 76.00	\$ 62,320.00
				<u>\$ 214,520.00</u>

RESOLUTION NO.26-04

WHEREAS, DFC SUMMERS WALK LLC, a Florida limited liability company, with an office and place of business in Ponte Vedra, Florida, (hereinafter "Owner") is the owner of a tract or parcel located in Shallotte Township, Brunswick County, North Carolina, known as "Summers Walk Phase 2" as shown on the plat recorded in Map Book 176, Page 12-16 of the Brunswick County Registry" and which is being developed as Summers Walk subdivision as shown on plat(s) which have been recorded in the office of the Register of Deeds for Brunswick County, North Carolina; and

WHEREAS, Developer has caused to be installed sewer collection lines and related equipment located within the Town; and

WHEREAS, a Deed of Dedication has been executed by Developer dedicating to the Town the following described property:

ITEM ONE

All of the wastewater lines, equipment and facilities under and along the road rights-of-way property hereinafter described and referenced;

ITEM TWO

The road, street, and cul-de-sac rights of way shown as "Summerwalk Road", "Swimming Lane", "Getaway Lane", and "Breaking Waves Road" on the map of "Summers Walk Phase 2" recorded in Map Cabinet 176, Pages 12-16 of the Brunswick County Registry, reference to which map is hereby made for a more particular description;

WHEREAS, the acceptance of all of said property would benefit the Town of Shallotte and is in the best interest of the citizens of the Town of Shallotte.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE TOWN OF SHALLOTTE as follows:

1. That the Town hereby accepts the conveyance and dedication offered by DFC SUMMERS WALK LLC as set forth above.
2. That the Town shall record the deed of dedication in the office of the Register of Deeds for Brunswick County.

ADOPTED THIS 7th DAY OF APRIL, 2026.

ATTEST:

Art Dornfeld, Mayor

Natalie Goins, Town Clerk



Town of Shallotte

ACTION AGENDA ITEM

2026

TO: Board of Alderman

ACTION ITEM #: _____

MEETING DATE: _____

FROM: Dan Formydvual

DATE SUBMITTED: _____

ISSUE/ACTION REQUESTED: *Discussion of payment of the Town's proportional share based on allocation for upgrades to the County treatment plant's Bio Solids disposal program.*

PUBLIC HEARING: YES NO

BACKGROUND/PURPOSE OF REQUEST: *The Town of Shallotte is a Partner in the West Brunswick Regional Wastewater System. This affords the Town access to a treatment source for the Town's wastewater. The Town currently has a total one million gallon per day allocation of which the daily flow currently averages slightly less than +/- 500,000 GPD. This allocation is split between the Shallotte facility and the County facility on Greywater Rd.*

With the increased volume of treatment and the reduction of available land application sites the County must increase its capacity for the storage and processing of waste leftover as part of the treatment process. In order to handle this increased volume the County will need to adapt the current facility to reduce the amount of water in this material as well as have a place to store it when land application or transport is not available.

The current project will impact the Greywater Rd facility and the Town's share is based on the amount of allocation assigned to this facility. At 500,000 gpd (4% of total) the Town's share is currently \$1,541,667. The County has proposed two options. Option one is a onetime payment in full.

Option two is to add \$1.96 per 1,000gpd of actual treatment. Current annual average of 172.2 million gallons per day would equate to \$336,795 annually with a 4.5 year pay off at current rates. With the impending increase in flow this time horizon would be shortened. This option would increase the bi-monthly base rate bill by \$11.76.

Two additional options have been proposed to the County by system partners. Holden Beach has discussed being billed based on contractor invoicing throughout the project. Shallotte has proposed splitting the payment over the course of three years for equal annual payments.

The County has made it known that any partners in the system that do not decide on one of the afore mentioned options will automatically be enrolled into the \$1.96 per 1,000 treatment repayment method. It is Public Service's request that the Board decide what payment method they would prefer.

FISCAL IMPACT:

- BUDGET AMENDMENT REQUIRED:** YES NO
- CAPITAL PROJECT ORDINANCE REQUIRED:** YES NO
- PRE-AUDIT CERTIFICATION REQUIRED:** YES NO
- REVIEWED BY DIRECTOR OF FISCAL OPERATIONS** YES NO

CONTRACTS/AGREEMENTS:

REVIEWED BY TOWN ATTORNEY:

YES NO N/A

ADVISORY BOARD RECOMMENDATION: N/A

TOWN ADMINISTRATOR'S RECOMMENDATION:

FINANCE RECOMMENDATION: N/A

ATTACHMENTS:

- 1.
- 2.
- 3.

<u>ACTION OF THE BOARD OF ALDERMEN</u>		
APPROVED: <input type="checkbox"/>	ATTEST:	CLERK TO THE BOARD
DENIED: <input type="checkbox"/>		
DEFERRED UNTIL: _____		
	_____ SIGNATURE	
OTHER:		

Biosolids Project – Capital Cost Participation Summary

Total Project Cost: \$37,000,000

A. Capacity & Upfront Capital Allocation

<u>Participant</u>	<u>Capacity (MGD)</u>	<u>% of Capacity</u>	<u>Upfront Capital Share (\$)</u>
County (Existing)	1.5	12%	\$4,625,000
Oak Island	3.0	24%	\$9,250,000
Holden Beach	1.0	8%	\$3,083,333
Shallotte	0.5	4%	\$1,541,667
County (New Capacity)	6.0	52%	\$18,500,000
Total	12.0	100%	\$37,000,000

B. Optional Rate-Funded (Differential Rate) Scenario

County funds all capital upfront; participants repay their share through rates.

Flow Estimate (Most Recent 12 Months)

<u>Participant</u>	<u>Annual Flow (MG)</u>	<u>% of Participant Flow</u>	<u>Annual Debt Service (\$)</u>
Oak Island	270.6	52%	\$529,249
Holden Beach	79.2	15%	\$154,902
Shallotte	172.2	33%	\$336,795
Total Participants	521.9	100%	\$1,020,947

Uniform Biosolids Rate (Participants Only):
\$1.96 per 1,000 gallons

C. Participant Funding Election

Please select one option below:

Upfront Capital Contribution

Participant pays its allocated capital share at project initiation (see Section A).

Rate-Funded (Differential Rate)

County funds capital costs upfront; participant repays its share through the biosolids rate of \$1.96 per 1,000 gallons (see Section B).

Participant Name: _____

Authorized Signature: _____

Date: _____



TOWN OF SHALLOTTE

Monthly Financial Dashboard
FISCAL YEAR ENDING June 30, 2026

Section VI, Item 5.

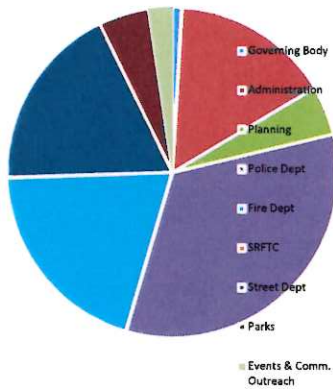
Reporting Period: March 31, 2026

SPECIFIC REVENUE COLLECTIONS AT A GLANCE...			
General Fund	Collected TD	FY Budget	Total Budget
PROPERTY TAX		\$ 3,781,172	\$ 11,085,107
Revs YTD/% Coll/% of Budget	\$ 3,707,987	98.06%	34.11%
SALES & USE TAX			
Fiscal Year Budget	\$ 2,120,223	\$ 11,085,107	
Revs YTD/% Coll/% of Budget	\$ 1,125,341	53.08%	19.13%
UTILITY FRANCHISE TAX			
Fiscal Year Budget	\$ 552,973	\$ 11,085,107	
Revs YTD/% Coll/% of Budget	\$ 261,923	47.37%	4.99%
FIRE FEES			
Fiscal Year Budget	\$ 1,302,407	\$ 11,085,107	
Revs YTD/% Coll/% of Budget	\$ 953,028	73.17%	11.75%
OTHER REVENUES			
Fiscal Year Budget	\$ 3,328,332	\$ 11,085,107	
Revs YTD/% Coll/% of Budget	\$ 1,669,985	50.17%	30.03%
Enterprise Fund			
OTHER REVENUES		\$ 4,032,392	\$ 7,650,109
Revs YTD/% Coll/% of Budget	\$ 3,450,779	85.58%	52.71%
SYSTEM DEV FEES		\$ 439,707	\$ 7,650,109
Revs YTD/% Coll/% of Budget	\$ 745,748	169.60%	5.75%
			\$ 7,650,109
Revs YTD/% Coll/% of Budget	\$ -	0.00%	0.00%
SEWER CHARGES		\$ 3,178,010	\$ 7,650,109
Revs YTD/% Coll/% of Budget	\$ 1,962,141	61.74%	41.54%
FUND TOTALS		90% of Budget	
General Fund		\$ 11,085,107	\$ 9,976,596
Revenues FYTD	\$ 7,718,264	70%	
Enterprise Fund		\$ 7,650,109	\$ 6,885,098
Revenues FYTD	\$ 6,158,668	81%	

EXPENDITURES AT A GLANCE...			
GENERAL FUND	Fiscal Year	YTD Expenses	
DEPARTMENTS	25/26 Budget	Current FY	Current FYTD%
Governing Body	\$ 100,820	\$ 57,575	57.11%
Administration	1,720,059	1,327,021	77.15%
Planning	535,281	376,880	70.41%
Police Dept	3,687,413	2,735,481	74.18%
Fire Dept	2,206,187	1,582,400	71.73%
SRFTC	8,039	4,805	59.77%
Street Dept	2,023,650	1,012,190	50.02%
Parks	544,428	355,929	65.38%
Events & Comm. Outreach	259,230	176,086	67.93%
	\$ 11,085,107	\$ 7,628,369	68.82%
Fiscal Year Budget	\$ 11,085,107	\$ 7,628,369	
Unspent Budget Remaining	\$ 3,456,738	31.18%	
ENTERPRISE FUND	Fiscal Year	YTD Expenses	
DEPARTMENTS	25/26 Budget	Current FY	Current FYTD%
Sewer Department	\$ 7,650,109	\$ 5,993,809	78.35%
	\$ 7,650,109	\$ 5,993,809	78.35%
Fiscal Year Budget	\$ 7,650,109	\$ 5,993,809	
Unspent Budget Remaining	\$ 1,656,300	21.65%	

OUR CASH AND INVESTMENTS			
Balances on March 31, 2026 in whole dollars - Bold - As of 2.28.26			
CASH & INVESTMENTS BY FUND			
GENERAL FUND			
	June 2025	March 2026	
General Fund	\$ 967,876	\$ 919,871	
NCCMT	9,222,400	10,033,545	
General Fund Savings	49,619	25,009	
TOTAL GENERAL FUND	\$ 10,239,895	\$ 10,978,426	
ENTERPRISE FUNDS			
	June 2025	March 2026	
Sewer Fund	\$ 1,069,349	\$ 1,371,567	
NCCMT	3,862,465	4,230,223	
Sewer Fund Savings	86,636	25,010	
TOTAL OTHER FUNDS	\$ 5,018,450	\$ 5,626,800	
Fines & Forfeitures Fund	100	20,923	
Police Evidence Acct	313	119	
Capital Project Acct	1,861,172	694,951	
TOTAL CASH & INVESTMENTS TOWN-WIDE			
	June 2025	March 2026	
ALL FUNDS	\$ 17,119,930	\$ 17,321,219	

General Fund



Capital Project - Riverfront Project			
CP Expenditures	FY Budget	Current Exp	
Mulberry Park	\$ 1,162,873.00	\$ 522,496.79	
Riverwalk II	\$ 1,132,300.20	\$ 367,898.96	
Professional Svc	\$ 170,178.95	\$ 4,700.00	
Price Landing Cap	\$ 2,500,000.00	\$ 2,262,005.57	
New Town Hall	\$ 17,494,785.00	\$ 504,063.37	
Cheers St Parking	\$ 337,396.00		
Mulberry Park-PartF	\$ 500,000.00	\$ 500,000.00	
Total	\$ 23,297,533.15	\$ 4,161,164.69	
CP Revenues	FY Budget	Current Rev	
PartF Grant	\$ 500,000.00	\$ 500,000.00	
Transfer from GF	\$ 2,982,177.16	\$ 678,789.42	
SCIF Grant-Riverw	\$ 815,355.99	\$ 372,598.96	
SCIF Grant-Mulb	\$ 3,000,000.00	\$ 2,609,776.31	
USDA Loan	\$ 16,000,000.00	\$ -	
Total	\$ 23,297,533.15	\$ 4,161,164.69	

Capital Project



Cash:	March-25	March-26
General Fund	\$ 11,812,331	\$ 10,978,426
Sewer Fund	5,144,687	5,626,800
Fines & Forfeitures Fund	100	20,923
Police Evidence Acct	313	119
Capital Account	2,233,240	694,951
	\$ 19,190,671	\$ 17,321,219
Receipts for March 26:		
Dec 2025 Sales Tax	189,360.04	
February NCVTS	29,391.75	
Franchise Tax	118,275.42	
Feb 26 Town Taxes	72,123.07	

Difference	
(1,869,452)	NCCMT Interest Rate May 25 4.28%
	NCCMT Interest Rate June 25 4.14%
	NCCMT Interest Rate July 25 4.30%
	NCCMT Interest Rate August 25 4.30%
	NCCMT Interest Rate September 25 4.11%
	NCCMT Interest Rate October 25 4.13%
	NCCMT Interest Rate November 25 3.85%
	NCCMT Interest Rate December 25 3.82%
	NCCMT Interest Rate January 26 3.68%
	NCCMT Interest Rate February 26 3.30%



Town Of Shalotte

Expenditure Statement : 2025 - 2026

for Accounting Period 3/31/2026

GENERAL FUND	Dept #	Department	Approp Amount	Activity this Period	Expenditure YTD	Encumbrance YTD	Unencumbered Balance	% Exp. & Enc.
	4100	Governing Body	\$100,820.00	\$57,315.01	\$57,315.01	\$260.00	\$43,244.99	57.11
	4200	Administration	\$1,720,058.85	\$1,326,502.88	\$1,326,502.88	\$518.44	\$393,037.53	77.15
	4300	Planning Department	\$535,281.04	\$376,879.79	\$376,879.79	\$0.00	\$158,401.25	70.41
	4400	Events & Community Outreach	\$259,230.00	\$175,910.37	\$175,910.37	\$176.00	\$83,143.63	67.93
	5100	Police	\$3,687,412.97	\$2,716,267.45	\$2,716,267.45	\$19,214.04	\$951,931.48	74.18
	5300	Fire	\$2,206,187.31	\$1,597,695.18	\$1,597,695.18	(\$15,294.88)	\$623,787.01	71.73
	5400	SRFTC	\$8,038.87	\$4,804.92	\$4,804.92	\$0.00	\$3,233.95	59.77
	5600	Streets	\$2,023,650.00	\$957,250.45	\$957,250.45	\$54,939.85	\$1,011,459.70	50.02
	5700	Parks	\$544,427.59	\$354,489.34	\$354,489.34	\$1,440.00	\$188,498.25	65.38
Total Fund		GENERAL FUND	\$11,085,106.63	\$7,567,115.39	\$7,567,115.39	\$61,253.45	\$3,456,737.79	68.82
Grand Total			\$11,085,106.63	\$7,567,115.39	\$7,567,115.39	\$61,253.45	\$3,456,737.79	68.82



Town Of Shallotte
Expenditure Statement : 2025 - 2026
for Accounting Period 3/31/2026

ENTERPRISE FUND		Approp Amount	Activity this Period	Expenditure YTD	Encumbrance YTD	Unencumbered Balance	% Exp. & Enc.
8200	Sewer	\$7,650,108.92	\$5,880,559.07	\$5,880,559.07	\$113,249.50	\$1,656,300.35	78.35
Total Fund	ENTERPRISE FUND	\$7,650,108.92	\$5,880,559.07	\$5,880,559.07	\$113,249.50	\$1,656,300.35	78.35
Grand Total		\$18,735,215.55	\$13,447,674.46	\$13,447,674.46	\$137,895.08	\$5,149,646.01	72.51



April Board Report

See all event schedules attached

Highlights

Board Retreat

Staff helped set up the room, food needs, discussion topics etc.

Founders Day Market went well- high traffic, new vendors, beautiful weather and an all around good day!

Next Market April 11

Staff participated in Read Across America At Waccamaw School

Social Media Posts about upcoming events

Smoke Alarm Awareness day was 8th

Met with Chief Dixon and Major Gravino regarding PD App & PIO needs in Dpt

Zoom Meeting with Town Clerk with Civic Plus on new ADA Compliance

Budget Meeting with Staff, Town Manager

Worked on Marketing Material for PD App- how to get community to download app

Updating material

Attended DARE graduation Jessie Mae School - guest Speaker was Mayor Art

Communicated & Met with staff & Lions Club About Outdoor Classroom @ Price Landing

Easter Egg Hunt went well

Mimi and myself spoke at Rotary Club Shallotte about "ALL THINGS SHALLOTTE"

Drug Work Session for all staff and managers



TOWN OF SHALLOTTE

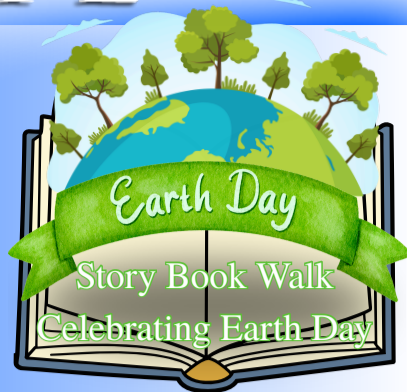
North Carolina SPRING DAZE MARKET FEST

APRIL 11, 2026

RIVERWALK, SHALLOTTE NC

Artisans, Crafters, Kids Craft Giveaway

Earth Day Story Book walk



TOUCH A TRUCK EVENT
POLICE, FIRE, BICYCLE SAFETY



MAY DAYS AT THE RIVERWALK

Artisans and Crafters

MAY 16, 2026

RIVERWALK, SHALLOTTE NC

HONK... BEEP... EXPLORE... SHOP LOCAL



FREE HELMETS
WHILE SUPPLIES
LAST

HOMETOWN SUMMER FEST
JUNE 13, 2026
RIVERWALK, SHALLOTTE NC
 Artisans and Crafters

Story Book Walk
 Celebrating America
 250 Years

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MEMORANDUM

TO: BOARD OF ALDERMEN
FROM: MIMI GAITHER, TOWN MANAGER
SUBJECT: MANAGER'S REPORT - NOVEMBER 2025 MEETING
DATE: 3.31.26

- Retreat Prep 3.2-3.6
- BOA Meeting – 3.2.26
- Met with Contractor on Price Landing and McGill 3.3.26
- Swearing in of new Chief 3.6.26
- County Meeting on Fire Fees and supplemental money 3.11.26
- BOA Retreat 3.13.26
- Meeting with McGill re Price Landing 3.17.26
- BOA Workshop 3.17.26
- Teams meeting with Samet and Creech 3.18.26
- Sat on a panel for NC Chiefs Association in Salemburg re Relationship between Manager and Police Chief.
- NCLM Luncheon re insurance and upcoming trends 3.24.26
- County Fire Meeting 3.25.26
- Spoke at Rotary Luncheon re Growth 3.26.26
- Phone Conference w/NCLM atty 3.27.26
- Protest March 3.28.26
- Met with Lions Club re outdoor classroom 3.30.26
- Town wide training on Drug Free Workplace 3.31.26

Project Update – Price Landing

Bathroom received a final Certificate of Occupancy. Big items remaining are CO's for Walkway/Kayak Launch and Pavilion which hopefully are paperwork issues. Dan met on site 3.27.26 with Cinderella, McGill and the building inspector. After those are approved, it is minor punch list items. JP Russ is progressing with their side of the work.

Town Hall Complex

Working with Creech/Samet for a questionnaire for the BOA to get direction for TH Complex.

Workshop scheduled for April 21, 2026



Bill Draft 2025-MCfy-226: Const. Amend. Property Tax Levy Limit.

2025-2026 General Assembly

Committee:	House Select Committee on Property Tax Reduction and Reform	Date:	March 18, 2026
Introduced by:		Prepared by:	Dan Eteffagh Committee Co-Counsel
Analysis of:	2025-MCfy-226		

OVERVIEW: Bill Draft 2025-MCfy-226 would submit to the voters of North Carolina the question of whether to amend the State Constitution to require the General Assembly to enact legislation limiting the property tax levy increase by counties and cities.

CURRENT LAW: The State Constitution may be amended by either a constitutional convention or by legislative action. An amendment proposed by legislative action must be approved by a vote of three-fifths of each house and submitted to the voters of the State. If a majority of the voters of the State approve, the amendment becomes effective either the January following the public vote or the date provided in the enactment.

The North Carolina Constitution (i) vests in the General Assembly the authority to grant units of local government the ability to levy property taxes and (ii) requires the authorization of those levies to be for purposes authorized by general law uniformly applicable throughout the State. The North Carolina General Statutes currently limits the authorization of property taxes generally to a maximum rate of \$1.50 per \$100 of value.

BILL ANALYSIS: The bill draft would submit to the voters of North Carolina, the question of whether to amend the State Constitution to require the General Assembly to enact limits on the amount by which the authorized property tax levy could be increased and allow for exceptions applicable to the limitations enacted.

The ballot question would be considered at the statewide general election to be held on November 3, 2026, and the ballot question would read:

"Constitutional amendment requiring limits on property tax increases by local governments."

EFFECTIVE DATE: This act is effective when it becomes law. If approved by a majority of the voters in the November 3, 2026, election, the amendment to the North Carolina Constitution will become effective upon certification of the referendum results.

Kara McCraw
Director



Legislative Analysis
Division
919-733-2578

NC House committee backs constitutional amendment to limit rise in property taxes

BY: GREG CHILDRESS - MARCH 18, 2026 6:09 PM



📷 The House Select Committee on Tax Reduction and Reform discuss strategies to lower property taxes, March 18, 2026. (Photo: NCGA video screenshot)

North Carolina voters could be asked to consider a constitutional amendment requiring state lawmakers to limit city and county property tax increases.

The state House Select Committee on Property Tax Reduction and Reform signaled its support for the measure on a voice vote Wednesday during a meeting of the House Select Committee on Property Tax Reduction and Reform.

A referendum could be placed on the Nov. 3 general election ballot, pending state House and Senate approval.

Committee co-chairwoman Julia Howard (R-Davie) is certain voters will approve the measure if placed on the ballot.

“People are very concerned about their property tax, but they’re gonna speak loud and clear,” Howard said. “When they do, then it’s gonna be your responsibility to address the issue, and it’s not an easy fix.”



Rep. Julia C. Howard
(Photo: NC General Assembly)

Howard has asked House Speaker Destin Hall (R-Caldwell) to ease the committee’s work for one year because of its complex nature. The committee is expected to take a formal vote on the amendment and several other tax reform measures next month.

“You still have time to think through it,” Howard said. “That’s why, I insisted that we have the bills or the drafts before you for at least 30 days before you vote.”

Committee co-chair Rep. Erin Paré (R-Wake) said restricting property tax increases would give taxpayers “predictability.”



Rep. Erin Paré (Photo: NCGA)

“I think we really owe people a sense of predictability of what they’re going to be looking at as far as their personal budgets, their household budgets, and that just hasn’t been happening with these recent tax hikes that they’ve been seeing,” Paré said.

A draft of the amendment doesn’t spell out how property tax increases would be restricted; it would only be a mandate to the General Assembly to limit increases. Lawmakers would determine how to do that in accompanying legislation.

Here are three most common types of property tax caps, according to [Kiplinger](#):

- An **assessment limit** caps how much the assessed value of your property can increase from one period to the next.
- A **rate limit** sets a cap for the rate at which a municipality can tax your property. This can help keep your tax bill from increasing when there hasn’t been a change to your property’s assessment.
- A **levy limit** caps how much property tax revenue a government can collect. The levy limit refers to all revenue, not only the revenue from one property.



Rep. Jeff Zenger
(Photo: NC General Assembly)

Rep. Jeff Zenger (R-Forsyth) suggested limiting tax increases to no more than 5% a year. He said local governments must tighten their belts in the same way they’re forcing taxpayers to do.

“It concerns me how quickly we will make all of our constituents cut their spending and tighten their belts, but I have not heard one single municipality or county say, ‘Hey, we could tighten up,’” Zenger said.

Zenger shared a letter from a 72-year-old woman who complained that her property taxes had increased 146%. He said it’s going to cost her \$790 a month to stay in a home that’s paid off.

“What does she do?” Zenger asked. “Does she go to Meals on Wheels and start getting Meals on Wheels, or does she stop taking medicine, or whatever? She’s on a fixed income.”

Hall touted the committee’s support for exploring a constitutional amendment on property tax levy limits in a statement after the meeting. Hall said property taxes are out of control.

“Families are getting ripped off as some, but by no means all, local governments rake in billions more than inflation and population growth warrant,” Hall said. “It’s time for real reform, which is why the House is pursuing solutions like levy limits to stop runaway property tax hikes and protect North Carolina taxpayers.”

Hall shared a [recent analysis from the John Locke Foundation](#) showing that over the past decade, nine of North Carolina’s 10 most populous counties taxed property owners nearly \$3 billion more than inflation and population growth could justify.

Rep. Maria Cervania (D-Wake) warned that limiting property tax levies could have dire consequences for local governments.

“If we put levy limits,” Cervania said, “our voters deciding this will defund the police.”

She said some municipalities have 55% of their budgets tied up in public safety, particularly law enforcement agencies. Cutting their ability to pay for those services will result in either fewer services or less funding for other needs, she said.



Rep. Maria Cervania
(Photo: NCGA)

“The decisions we make here are going to affect public safety, education, public health, and that money’s gonna shift someplace else,” Cervania said.

RESOLUTION 26-06

**RESOLUTION OPPOSING STATE LEGISLATION
THAT LIMITS LOCAL PROPERTY TAX AUTHORITY AND
THREATENS CORE PUBLIC SERVICES**

WHEREAS, The Town of Shallotte is committed to providing essential public services and maintaining a high quality of life for its residents, including police protection, parks and recreation, street maintenance, and community amenities; and

WHEREAS, Local governments in North Carolina rely primarily on property tax revenue as their most stable and locally controlled funding source to provide essential services to residents and businesses; and

WHEREAS, Unlike enterprise services funded through user fees, general government services rely almost entirely on property tax revenue, making them especially vulnerable to any restrictions on that revenue source; and

WHEREAS, Proposed legislation would impose limits on the growth of local property tax revenues, including levy limits and requirements for voter approval to exceed those limits; and

WHEREAS, Such limitations would significantly restrict the ability of local governments to maintain service levels, respond to growth, and plan responsibly for the future, particularly in communities experiencing continued population increases; and

WHEREAS, Public safety services, especially law enforcement, represent one of the most critical and resource-intensive responsibilities of local government, requiring consistent and predictable funding to ensure adequate staffing, training, and response capabilities; and

WHEREAS, Imposing rigid caps on property tax revenue would force local governments into a reactive financial posture, resulting in delayed investments, reduced service levels, and increased long-term costs to residents; and

WHEREAS, Requiring voter referenda to exceed arbitrary revenue limits would introduce uncertainty and delay into the funding of essential services that must be maintained without interruption; and

WHEREAS, Local elected officials are directly accountable to their residents and are best positioned to make informed decisions regarding taxation and service levels based on community needs; and

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Town of Shallotte strongly opposes any state legislation that limits local property tax authority, including levy limits, revenue caps, or mandatory voter referenda to exceed such limits;
2. The Town affirms that property tax flexibility is essential to funding core public services, including law enforcement and community amenities that directly impact residents' daily lives;
3. The Town urges the North Carolina General Assembly to reject any legislation that would undermine the ability of municipalities to fund essential services;
4. The Town further urges state leaders to recognize that limiting property tax revenues will not reduce the need for services, but will reduce the ability to provide them effectively;
5. The Town calls for the preservation of local control and accountability, allowing locally elected officials to make responsible fiscal decisions based on the needs of their communities;
6. The Town Clerk is directed to transmit this resolution to:
 - o Members of the North Carolina General Assembly representing Brunswick County,
 - o Leadership of the North Carolina General Assembly,
 - o The North Carolina Association of County Commissioners, and
 - o The North Carolina League of Municipalities.

ADOPTED this ___ day of _____, 2026.

Art Dornfeld, Mayor

Natalie Goins, Town Clerk

Town of Shallotte Mayor Report

To: Board of Aldermen
From: Art Dornfeld Mayor
cc:
Date: 7 April 2026
Re: Mayor report for March 2026

March 4 – Quarterly Mayor meeting BEMC

March 7- CRCI ribbon cutting Shallotte

March 9- Police Chief swearing in

March 11- Meeting with Dan Conte Mayor of Carolina Shores

March 13- Town Budget retreat

March 24- D.A.R.E. graduation Jessie Mae elementary school (guest speaker)

SHALLOTTE BOARD OF ALDERMEN

REGULAR MEETING

March 3, 2026

5:15 P.M.

The Shallotte Board of Aldermen met for a regular meeting on March 3, 2026 at 5:15 p.m. in the meeting chambers located at 110 Cheers Street with Mayor Art Dornfeld presiding.

Aldermen present: Gene Vasile, Bobby Williamson, Larry Harrelson, Karmen Custer and Jimmy Bellamy

Staff present: Mimi Gaither, Robert Waring, Natalie Goins, Isaac Norris, Cory McLamb, Paul Dunwell, Dan Formyduval, and Attorney Laura Thompson.

I. CALL TO ORDER

Mayor Dornfeld called the meeting to order. A motion was made by Jimmy Bellamy seconded by Gene Vasile to open the meeting. Motion carried 5 yes 0 no.

II. INVOCATION & PLEDGE

Alderman Larry Harrelson delivered the invocation followed the Board and audience reciting the Pledge of Allegiance.

III. CONFLICT OF INTEREST

Mayor Dornfeld asked if any member of the Board had a conflict of interest or the appearance of a conflict of interest with regard to any item on the agenda. None identified.

IV. AGENDA AMENDMENTS & APPROVAL OF AGENDA

A motion was made by Bobby Williamson seconded by Gene Vasile to approve the agenda as submitted. Motion carried 5 yes 0 no.

V. PUBLIC COMMENTS

VI. DEPARTMENT REPORTS

1. POLICE

2. FIRE

A. A motion was made by Karmen Custer seconded by Bobby Williamson to approve Resolution 26-02 Adopting SENC Hazardous Mitigation Plan. Motion carried 5 yes 0 no.

3. PLANNING

Planning Director Robert Waring provided updates regarding the Main Street signalization project. At a meeting with GSATS and DOT, an access management plan was suggested, which the Town could pursue through a DA grant, requiring a 20% match. Mr. Waring stated this would be discussed further at the upcoming Board Retreat.

Mr. Waring also addressed concerns from Brunswick Electric about the timing of streetlight installations in subdivisions, preferring to wait until homes were under construction. Town staff

raised safety and accountability concerns with this approach. Staff will investigate how similar challenges have been managed by other communities and prepare recommendations for the Board’s review.

4. PUBLIC UTILITIES

5. FINANCE

6. PARKS & RECREATION

7. ADMINISTRATION

Town Manager Mimi Gaither briefed the Board on the Price Landing project and a recent meeting with Cinderella. Three options were considered: continuing with Cinderella, proceeding with surety bonds, or terminating the contract. Staff will provide more information and recommendations at the next work session meeting or Board Retreat.

8. MAYOR

VII. CONSENT AGENDA

A motion was made by Karmen Custer seconded by Gene Vasile to approve the following consent agenda items. Motion carried 5 yes 0 no.

- A. February 3, 2026 Regular Meeting Minutes

VIII. PUBLIC HEARING

1. TXT 26-01 (CB Gravel Parking – Citizen Initiated) *Continued from 2/3/26*

A motion was made by Karmen Custer seconded by Jimmy Bellamy to continue the public hearing to the March 17, 2026 work session meeting at 5:15 p.m. Motion carried 5 yes 0 no.

IX. DISCUSSION

X. ADJOURN

A motion was made by Jimmy Bellamy seconded by Karmen Custer to adjourn at 6:00 p.m. Motion carried 5 yes 0 no.

Respectfully submitted,

Natalie Goins,
Town Clerk

**SHALLOTTE BOARD OF ALDERMEN
ANNUAL RETREAT
MARCH 13, 2026
8:15 A.M.**

The Shallotte Board of Aldermen met for their annual retreat on March 13, 2026 at 8:15 a.m in the council chambers located at 110 Cheers Street with Mayor Art Dornfeld presiding.

Aldermen present: Gene Vasile, Larry Harrelson, Bobby Williamson, Jimmy Bellamy and Karmen Custer

Staff present: Mimi Gaither, Robert Waring, Megan Bellamy, Isaac Norris, Ashley White, Natalie Goins, Dan Formyduval, Corey Caison, Jeremy Dixon, Robert Gravino, Paul Dunwell, and Justin Ward (left at 2:48).

Mayor Dornfeld welcomed everyone to the 2026 Annual Board Retreat, thanked staff for their hard work in preparing the materials, and encouraged open and honest discussion regarding departmental needs.

Staff updated the Board on departmental accomplishments and challenges from the past fiscal year and presented goals and requests for the upcoming year.

DEPARTMENTS

(Each department report has been attached as a permanent record)

HUMAN RESOURCES

- 2024 turnover rate at 17% reduced to 10% in 2025
- Benefit transition from NC League of Municipalities to Robert Taylor Group.
- Annual State Health Plan rate increases amounting to \$186,109.
- Retirement contribution increases of \$44,684.
- Email platform consolidation \$11,820 (\$11,670 annually + \$150 set up fee)
- Continue trainings and education

PARKS & RECREATION

- Installed new mulch & sunshades at Mulberry Park.

- Farmers Market Success: Participation from 50+ vendors, live bands monthly, and food trucks. Shifted from weekly to monthly markets. Implemented upfront payment for vendors to reduce no-shows
- Shifted to artificial flowers on Main St. for cost savings, eliminating over \$20,000 in watering costs. Plan to explore colors that maintain vibrancy in sunlight.
- Increasing frequency of protest requests
- New camera system at Mulberry Community Center.
- Speaker system for Mulberry Park.
- Welcome to Shallotte signs (STDA funding?)
- Digital sign for emergency notifications & community information (Fire Dept. grant).
- Evaluate potential paving of Mulberry Community Center parking lot.
- Assess Sunnyside building's future use and necessary upgrades.
- Shally Shuttle: one-year recap.

PLANNING

- Work on tree preservation and replacement standards.
- Develop access management plan to address Main Street congestion (DA grant – will require 20% match from the Town).
- Third party code enforcement service – one day per week (\$26K annually)
- Develop Town storm water master plan.
- Consider establishment of storm water utility.

FINANCE

- Budget software (Lomali Budget Book)
- Consider electronic bill delivery options

ADMINISTRATION

- Replace computers (purchase new or lease?)
- Town Code update
- Consider hiring IT personnel
- Succession planning - upcoming retirements

FIRE

- Strengthen coverage and efficiency using response data and analysis.
- Improve firefighter safety and workforce capacity (add 1 firefighter annually).

- Support sustainable long range planning for staffing, stations, and equipment.

POLICE

- New Police Chief expressed commitment to evaluate current programs & policies
- Review vehicle lease program in depth
- Successful cadet program
- Additional patrol officer needed

MAINTENANCE

- Resurfaced just over 3,000 linear ft. of streets (Cost averaged \$81.26 per linear foot)
- Ongoing development related issues (soil testing failures, road damage from heavy truck traffic)
- Storm water management - Green Bay ditch cleaning project
- Establishment of storm water utility?
- Village Point Estates force main extension nearly complete
- Hwy 17 force main completion pending DOT coordination
- Noted success of in-house pump rebuilding
- Smoke test results led to repairs that reduce rainwater infiltration into the sewer system
- Dramatic reduction in sewer calls attributed to proactive inspections and maintenance
- Additional employee – January 2027

RESOURCE PLANNING/GOALS

A. Financial Update

Town Manager Mimi Gaither emphasized the town's good financial position, noting that even after completing major capital projects over the past five years, the town maintained over 100% fund balance. She highlighted that the town had paid for significant projects out of fund balance using a pay-as-you-go approach, which contributed to the strong financial standing.

B. Growth

Town Manager Mimi Gaither presented data from the Brunswick County Board of Realtors showing continued strong growth indicators for 2025. Planning Director Robert Waring provided analysis of current and potential development projects throughout the town, noting this could add significant population and tax base growth over the coming years.

C. Board Goals for 2025 and What We've Done

Town Manager Mimi Gaither reviewed the 2025 goals and reported on progress made in each area.

D. Capital Projects – Board Direction

Discussion was held on the following projects:

1. New Town Complex

A motion was made by Gene Vasile seconded by Karmen Custer to approve the Samet contract for construction manager at risk (CM@R) for an amount up to \$131,962, including a review of existing costs with the intent of reducing those costs to an amount that the Board of Aldermen would be willing to submit for financing to the USDA. Motion carried 5 yes 0 no.

2. Riverwalk

3. Price Landing

4. Fire Stations

5. Maintenance Capital Needs

- Brierwood Rd. force main extension
- Bay Rd. force main
- Columbus St. to Hickory St. tie
- Upsize Village Rd. force main
- Partnership participation in bio-solids project
- Lift station upgrades
- 2 fleet trucks
- Small dump truck that doesn't require CDLs
- Additional sewer allocation

E. Board Goals for 2026

Due to time constraints, Town Manager Mimi Gaither stated that she would summarize the goals and present them at a future workshop for further discussion. She also expressed appreciation to staff for their efforts in preparing and participating in the Board Retreat.

Respectfully submitted,

Natalie Goins
Town Clerk

SHALLOTTE BOARD OF ALDERMEN**WORK SESSION MEETING****MARCH 17, 2026****5:15 P.M.**

The Shallotte Board of Aldermen met for a work session on March 17, at 5:15 p.m. in the meeting chambers located at 110 Cheers Street with Mayor Art Dornfeld presiding.

Aldermen present: Gene Vasile, Larry Harrelson, Bobby Williamson, Jimmy Bellamy and Karmen Custer

Staff present: Mimi Gaither, Robert Waring, Dan Formyduval, Isaac Norris, Natalie Goins, Brandon Eaton, Jeremy Dixon and Paul Dunwell.

I. CALL TO ORDER

Mayor Dornfeld called the meeting to order. A motion was made by Jimmy Bellamy seconded by Gene Vasile to open the meeting. Motion carried 5 yes 0 no.

II. CONFLICT OF INTEREST

Mayor Dornfeld asked if any member of the Board had a conflict of interest or the appearance of a conflict of interest with regard to any item on the agenda. None identified.

III. AGENDA AMENDMENTS & APPROVAL OF AGENDA

A motion was made by Bobby Williamson seconded by Gene Vasile to make the following amendments and approve the amended agenda.

Add VIII. Email Implementation. Renumber Discussion to IX and Adjourn to X.

Motion carried 5 yes 0 no.

IV. 2026 BRUNSWICK COUNTY SCHOOLS BOND PROPOSAL

Brunswick County School Board Chairman, Steve Gainey, and Superintendent Dale Cole presented the bond proposal to address overcrowding and expansion in local schools. The proposed \$349 million bond would finance the construction of new schools, support upgrades to existing facilities, and enhance safety measures for both students and staff. At conclusion of the presentation, the Board was asked to consider signing a letter in support of the Brunswick County Schools Bond Referendum. No action taken at this time.

V. PUBLIC HEARING**TXT 26-01 (CB Gravel Parking) Continued from 3/3/26, 2/3/26**

1. The public hearing, previously opened on February 3, 2026 was resumed.
2. Public Comments/Questions

There were no public comments.

3. A motion was made by Jimmy Bellamy seconded by Gene Vasile to close the public hearing. Motion carried 5 yes 0 no.
4. Board Comments/Questions
Following considerable discussion, the Board reached consensus to set the ordinance effective date as December 31, 2026.
5. A motion was made by Karmen Custer seconded by Larry Harrelson to approve the Board of Aldermen Statement of Consistency. Motion carried 5 yes 0 no.
6. A motion was made by Gene Vasile seconded by Karmen Custer to approve Ordinance 26-01, with an effective date of December 31, 2026, amending the Town of Shallotte Unified Development Ordinance, specifically Article 20, Section 20-3 (E). Motion carried 5 yes 0 no.

VI. FUQUAY-VARINA INTERBASIN TRANSFER

A motion was made by Gene Vasile seconded by Karmen Custer to authorize the Mayor to sign the finalized IBT opposition letter once it is received from CFCOG. Motion carried 5 yes 0 no.

VII. PERSONNEL POLICY

A motion was made by Larry Harrelson seconded by Karmen Custer to approve Article I, Section 8 of the Personnel Policy, establishing a new section titled “Changes to Employee Information” to protect employees’ personal information, reduce the risk of fraud, and ensure records remain accurate and up to date. Motion carried 5 yes 0 no.

VIII. EMAIL IMPLEMENTATION

A motion was made by Jimmy Bellamy seconded by Gene Vasile to approve Focus Broadband/Microsoft Office email implementation (\$11,670.00 annual fees + \$150.00 set up fee). Motion carried 5 yes 0 no.

IX. DISCUSSION

X. ADJOURN

A motion was made by Jimmy Bellamy seconded by Gene Vasile to adjourn at 7:17 p.m. Motion carried 5 yes 0 no.

Respectfully submitted,

Natalie Goins
Town Clerk



Town of Shallotte Board of Aldermen
ACTION AGENDA ITEM
2026

TO: Board of Aldermen

FROM: Brandon Eaton, Planner II

ACTION ITEM #: ANX 26-04

MEETING DATE: 04/07/2025

DATE SUBMITTED: _____

ISSUE/ACTION REQUESTED:

Request the Board to direct the Town Clerk to “investigate the sufficiency thereof and to certify the result of the investigation” of the petition for voluntary annexation of Parcel ID #'s 2140005702, 21300074 & 21300075 (connecting Copas Rd. to existing Creekside Landing PUD on Village Point Rd.) on behalf of Crystal Danford.

PUBLIC HEARING: YES NO

BACKGROUND/PURPOSE OF REQUEST:

Staff has received an application and petition for voluntary annexation for the property shown on the attached plat. G.S. 160A-31 requires that prior to a public hearing; the Town Clerk must first investigate the sufficiency of the petition.

Upon the direction of the Board, staff will ensure that the petition has been signed appropriately and that the subsequent public hearing is advertised and adjacent property owners are given the appropriate notice.

FISCAL IMPACT:

- BUDGET AMENDMENT REQUIRED:** YES NO
- CAPITAL PROJECT ORDINANCE REQUIRED:** YES NO
- PRE-AUDIT CERTIFICATION REQUIRED:** YES NO
- REVIEWED BY FINANCE DIRECTOR** YES NO

CONTRACTS/AGREEMENTS:

REVIEWED BY TOWN ATTORNEY: YES NO N/A

ADVISORY BOARD RECOMMENDATION:

NA

STAFF'S RECOMMENDATION: NA

FINANCE RECOMMENDATION: NA

ATTACHMENTS:

- 1. Petition for Annexation
- 2. Area Map
- 3. Legal Description

<u>ACTION OF THE BOARD OF ALDERMEN</u>		
APPROVED: <input type="checkbox"/>	ATTEST:	CLERK TO THE BOARD
DENIED: <input type="checkbox"/>		
DEFERRED UNTIL: _____	_____	
OTHER:	SIGNATURE	

Petition Requesting Voluntary Non-Contiguous Annexation

TO THE BOARD OF ALDERMEN OF THE TOWN OF SHALLOTTE, NORTH CAROLINA:

1. We the undersigned owner(s) of real property respectfully request that the area described in paragraph 2 below be annexed to the TOWN OF SHALLOTTE.
2. The area to be annexed is not contiguous to the Town of Shallotte and the boundaries of such territory are described in the attached metes and bounds description (Exhibit "A"), attached hereto and incorporated herein by reference.
3. The nearest point on this proposed non-contiguous annexation is not more than three miles from the primary corporate limits of the TOWN OF SHALLOTTE.
4. No point on this proposed non-contiguous corporate limits is closer to the primary corporate limits of other municipality than to the primary corporate limits of the TOWN OF SHALLOTTE.
5. The area within this proposed non-contiguous corporate limits is so situated that the TOWN OF SHALLOTTE will be able to provide the same services within the proposed non-contiguous corporate limits that it provides within its primary corporate limits.
6. There is no subdivision, which is a portion or all of this proposed non-contiguous corporate limits, as subdivision is defined in N.C.G.S. 160A-376, which is less than completely included within this proposed non-contiguous corporate limits.
7. A map, showing the area proposed for non-contiguous annexation, together with the relation of this area to the primary corporate limits of the TOWN OF SHALLOTTE, is attached hereto (Exhibit "B") and incorporated herein by reference.

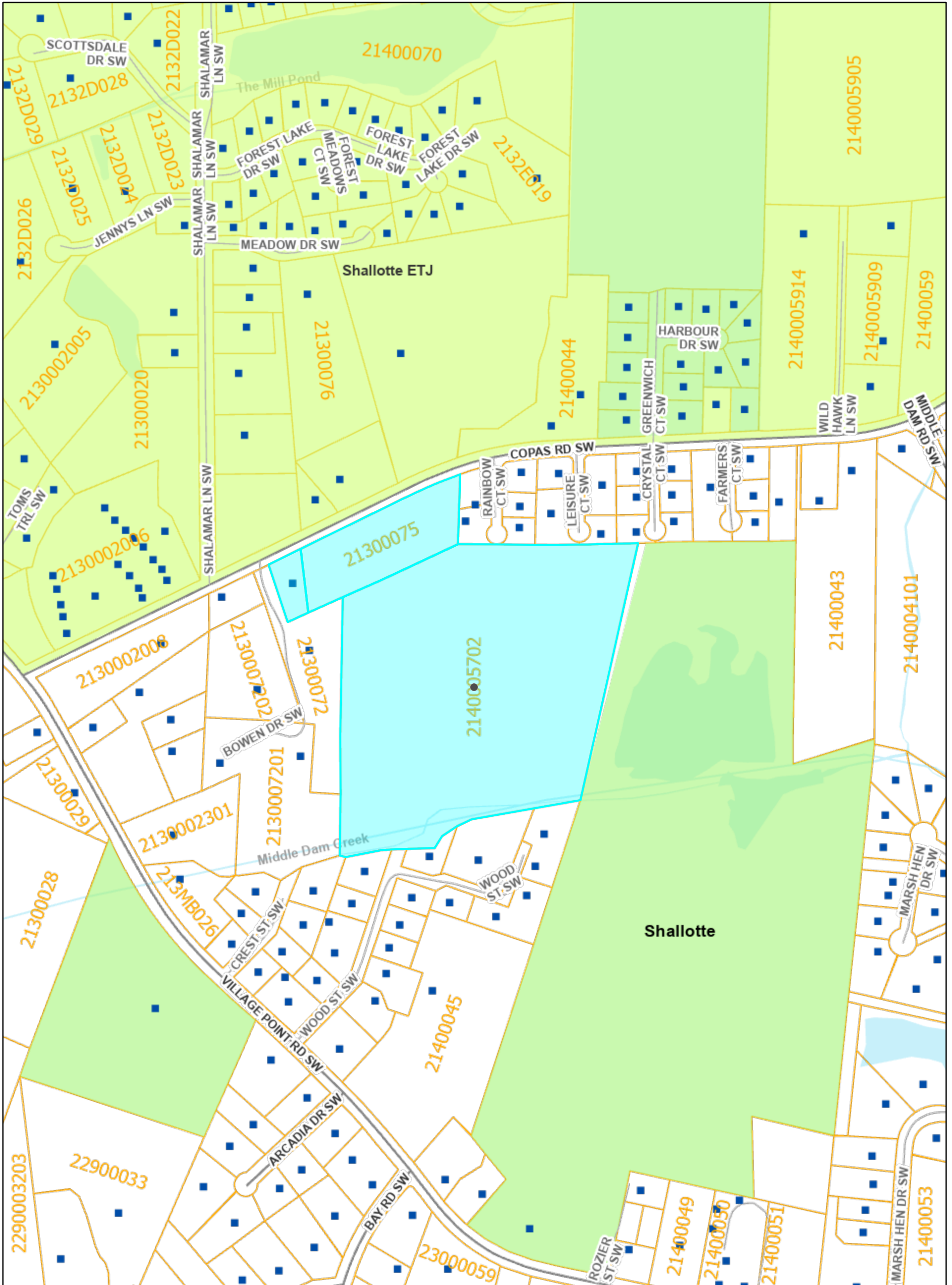
Vested rights, with respect to such property, have not been established, under N.C.G.S. 160A-385.1, except as described in Exhibit "C", attached hereto and incorporated herein by reference.

Respectfully,








Printed Name	Mailing Address	Parcel ID #(s)	Vested Rights?	Signature	Date
Crystal Danford	1121 Military Cutoff Rd, STE# C267	2140005702	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<i>Crystal Danford</i>	3/20/26
Crystal Danford	1121 Military Cutoff Rd, STE# C267	21300075	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<i>Crystal Danford</i>	3/20/26

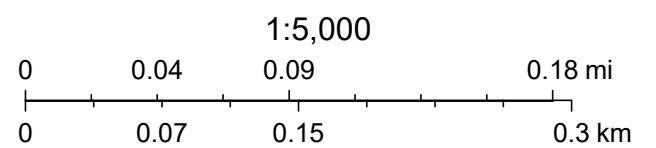
Crystal Danford	1121 Military Cutoff Rd. STE# C267	21300074	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<i>Crystal Danford</i>	<i>3/20/26</i>
			<input type="checkbox"/> Yes <input type="checkbox"/> No		
			<input type="checkbox"/> Yes <input type="checkbox"/> No		
			<input type="checkbox"/> Yes <input type="checkbox"/> No		
			<input type="checkbox"/> Yes <input type="checkbox"/> No		
			<input type="checkbox"/> Yes <input type="checkbox"/> No		

Brunswick County GIS Data Viewer



3/31/2026, 1:18:07 PM

- | | |
|--|--|
|  County Boundary | Roads |
|  Parcels |  State Road |
| Municipalities |  Minor |
|  Shallotte City |  Addresses |
|  Shallotte ETJ | |



PARAMOUNT

ENGINEERING, INC.

March 24, 2026
26106.PE

Crystal Danford
ParID: 21300074
PIN: 1087-1950-7554
Deed Book 5165, Page 211
Tract A

Being a tract of land located in Shallotte Township, Brunswick County, State of North Carolina; being Tract A as shown in Deed Book 5165 at Page 211 of the Brunswick County Register of Deeds; said Tract being more particularly described as follows:

Beginning for reference at an iron rod found on the southern right of way line of Copas Road SW (NC 1146, 60-foot public right of way) and at the northeast corner of Bowen Drive SW (60-foot private right of way). Said iron rod having NC State Plane coordinates of N: 70,623.84, E: 2,185,673.57. Said iron rod is the principal place of beginning for this survey.

Thence with the right of way of Copas Road SW, N 63°44'01" E - a distance of 137.63 feet to an iron rod found;

Thence leaving Copas Road SW and with the lines of Tract A the following courses;
S 04°53'16" E - a distance of 241.61 feet to an iron rod found;
S 64°57'21" W - a distance of 82.59 feet to an iron rod found;
N 17°51'08" W - a distance of 225.66 feet to an iron rod found. Said iron rod is the principal place of beginning for this survey.

Having an area of 24,728 square feet or 0.57 acres, more or less.

A circular blue ink seal for a North Carolina Professional Land Surveyor. The outer ring contains the text "NORTH CAROLINA PROFESSIONAL LAND SURVEYOR". The inner circle contains "SEAL L-5421". Below the seal is a handwritten signature and the date "3/24/26".

PARAMOUNT

ENGINEERING, INC.

March 24, 2026
26106.PE

Crystal Danford
ParID: 21300075
PIN: 1087-1960-0780
Deed Book 5165, Page 211
Tract B

Being a tract of land located in Shallotte Township, Brunswick County, State of North Carolina; being Tract B as shown in Deed Book 5165 at Page 211 of the Brunswick County Register of Deeds; said Tract being more particularly described as follows:

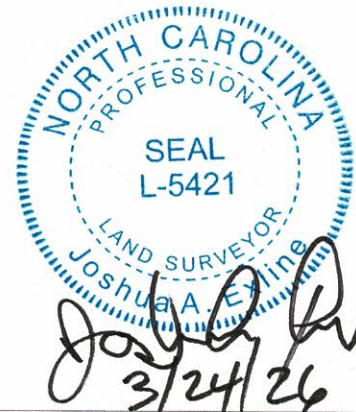
Beginning for reference at an iron rod found on the southern right of way line of Copas Road SW (NC 1146, 60-foot public right of way) and at the northeast corner of Tract A as shown in Deed Book 5165 at Page 211. Said iron rod having NC State Plane coordinates of N: 70,684.75, E: 2,185,796.99. Said iron rod is the principal place of beginning for this survey.

Thence with the right of way of Copas Road SW the following courses;
N 63°45'47" E - a distance of 391.12 feet to a point;
N 64°36'16" E - a distance of 99.39 feet to a point;
N 66°06'28" E - a distance of 98.71 feet to a point;
N 68°19'18" E - a distance of 38.34 feet to an iron pipe found;

Thence leaving Copas Road SW and with the western line of Leisure Acres as shown in Map Cabinet P, at Page 163, S 00°30'28" W - a distance of 256.41 feet to an iron pipe found;

Thence leaving Leisure Acres and with the lines of Tract B the following courses;
S 64°57'21" W - a distance of 462.38 feet to an iron rod found;
S 64°57'21" W - a distance of 137.67 feet to an iron rod found;
N 04°53'16" W - a distance of 241.61 feet to an iron rod found. Said iron rod is the principal place of beginning for this survey.

Having an area of 142,364 square feet or 3.27 acres, more or less.



PARAMOUNT

ENGINEERING, INC.

March 24, 2026
26106.PE

Crystal Danford
ParID: 2140005702
PIN: 1087-1960-4374
Deed Book 5165, Page 211
Tract C

Being a tract of land located in Shallotte Township, Brunswick County, State of North Carolina; being Tract C as shown in Deed Book 5165 at Page 211 of the Brunswick County Register of Deeds; said Tract being more particularly described as follows:

Beginning for reference at an iron pipe found on the southwest corner of Leisure Acres as shown in Map Cabinet P, at Page 163. Said iron rod having NC State Plane coordinates of N: 70,698.02, E: 2,186,361.21. Said iron pipe is the principal place of beginning for this survey.

Thence with the southern line of Leisure Acres the following courses;

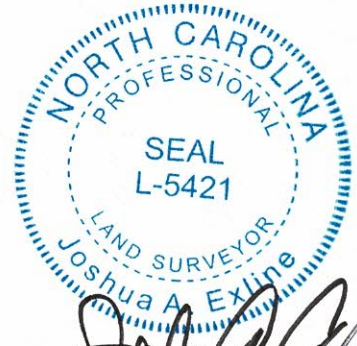
- N 89°32'24" E - a distance of 284.88 feet to an iron pipe found;
- N 89°32'24" E - a distance of 74.96 feet to a point;
- N 87°56'20" E - a distance of 83.82 feet to an iron pipe found;
- N 87°46'10" E - a distance of 32.04 feet to a point;
- N 87°35'38" E - a distance of 106.94 feet to a point;
- N 88°02'35" E - a distance of 103.55 feet to an iron rod found;

Thence leaving the line of Leisure Acres and with the lines of Tract C the following courses;

- S 13°58'37" W - a distance of 966.58 feet to an iron rod found;
- S 79°21'54" W - a distance of 404.20 feet to a point;
- S 66°50'20" W - a distance of 61.16 feet to a point;
- S 61°14'34" W - a distance of 82.12 feet to a point;
- S 30°42'44" W - a distance of 50.44 feet to a point;
- N 86°18'56" W - a distance of 83.74 feet to a point;
- N 88°53'44" W - a distance of 50.05 feet to a point;
- S 73°13'06" W - a distance of 19.38 feet to a point;
- N 53°02'03" W - a distance of 32.78 feet to a point;
- S 61°29'41" W - a distance of 39.22 feet to a point;
- S 82°18'37" W - a distance of 103.66 feet to a point;
- S 57°45'02" W - a distance of 26.86 feet to an iron rod found;
- N 01°06'43" E - a distance of 19.74 feet to an iron rod found;
- N 01°06'43" E - a distance of 204.47 feet to an iron rod found;
- N 01°06'43" E - a distance of 644.11 feet to an iron rod found;
- N 01°05'21" E - a distance of 66.91 feet to an iron rod found;

Thence with the lines of Tract B, N 64°57'21" E - a distance of 462.38 feet to an iron pipe found. Said iron pipe is the principal place of beginning for this survey.

Having an area of 970,699 square feet or 22.28 acres, more or less.



Joshua A. Exline
3/24/26