



**WRIGHTSVILLE BEACH  
PARKS & RECREATION ADVISORY COMMITTEE  
MEETING AGENDA**

**Tuesday, June 16, 2026 5:00 pm**

**TOWN HALL CONFERENCE ROOM  
WRIGHTSVILLE BEACH, NORTH CAROLINA**

**Call to Order**

**Pledge of Allegiance**

**Approval of the April 2, 2026 Meeting Minutes**

**Old Business**

- **Parks, Recreation, and Open Space Master Plan Update  
Visions, Goals, and Objectives**
- **Parks, Recreation, and Open Space Master Plan Needs Assessment Survey**

**New Business**

- **Special Event Permit Applications**

**Surfers Healing NC Autism Camp**

Monday, August 17, 2026

9:00 am – 4:30 pm (setup 6:30 am – tear down 5:00 pm)

Birmingham to Stone Street

Approximately 800 people throughout the day

**The Climb - Perinatal Mental Health Support**

October 10, 2026, 9:00 – 11:00 am (setup 7:00 am / tear down 12:00 pm)

Wrightsville Beach Park Event Stage

Approximately 50 – 100 people

**YMCA Triathlon**

Bike Check in: Friday, September 25, 2026

Race Event: Saturday, September 26, 2026

Banks Channel, WB Park, Loop

Approximately 750 / 1,500

**Cape Fear Multisport Iron Man Practice Swim (NOT an Iron Man event)**

Friday, October 16, 2026

Open water swim from Trailborne to Wynn Plaza

Approximately 300 people

**Other Business from the Chairman**

**Other Business from Committee Members**

**Other Business from Staff**

**Adjournment**

*Next meeting scheduled for Thursday, August 6, 2026 at 5:00 pm.*



**Town of Wrightsville Beach**  
**Parks & Recreation Advisory Committee**  
**Meeting Minutes**  
**Thursday, April 2, 2026 5:00 pm**

**CALL TO ORDER:** Tim Winslow called the meeting to order at 5:05 p.m.

**PLEDGE OF ALLEGIANCE**

**MEMBERS PRESENT:** Anne Allen, Mindy Gillis (remotely), Tim Winslow, Tali Robich, Sami Winter, Cherry Woodbury (remotely)

**BOARD OF ALDERMEN LIAISON:** Alderman Margaret Baggett

**MEMBERS NOT PRESENT:** Jason Bendjy

**OTHERS PRESENT:** Katie Carus-Childers, Parks & Recreation Director and Jim Herstine

**APPROVAL OF THE MINUTES:** Sami Winter made a motion to approve the minutes of the March 5, 2026 Parks and Recreation Advisory Committee meeting. Tali Robich seconded the motion, and the minutes were approved unanimously.

**OLD BUSINESS:**

**Parks, Recreation, and Open Space Master Plan Update**

○ **Draft #2 Needs Assessment Survey for Master Plan Update and Postcard Notice**

Katie advised the committee that she had updated the survey based on the discussions at the last meeting. Tim asked Jim about the relevance of how long a resident has lived at Wrightsville Beach. Jim advised that it lets us know if we're getting information from someone who has lived at Wrightsville Beach two months or someone who has lived at Wrightsville Beach 20 years and most places would put more value in a response from someone who has lived here 20 years versus two months.

Jim discussed the last questions. One of them was, if you could tell the department one thing to do or, you know, one facility, what is it? But I then have a question, please state if there's anything additional that you want to speak about. And what I've found is that 98% of the responses when you ask them one thing, they write the exact same response if you say is there anything that you'd like to add. So I've suggested that we take out "the one thing" statement and just say please state any additional improvements, enhancements to current programs and facilities that you would like to see done. Make that the last statement rather than give us one thing. So it's just easier just to have it as a, "is there anything else you'd like to say?" question.

Tim asked about the questions pertaining to the six facilities where we asked about whether or not you would support a tax increase to fund the facilities. Katie explained that these were items that were added at the request of the Town Manager and the Board. Katie said that these were items that have been in prior master plans.

Jim said that with the minor changes we can make the survey available on August 1<sup>st</sup>. Primarily it will be distributed online by way of the QR code with hard copies available, and leaving the survey open through October 31. Jim said that he would like to have the three public meetings during the timeframe that the survey is live so that he can further advertise the survey and encourage everyone to complete the survey and to ask them to remind their friends and neighbors to do the same.

Tim asked how long after October 31<sup>st</sup> before the data is compiled? Jim stated that we hope to have this ready for adoption by January 2028. So the date of the first rough draft should come to the committee August or September 2027.

Tali asked how the responses are graded or weighted. Jim explained that the way he comes up with the recommendations is through meeting with the committee, staff, the public meetings, interviews with four individuals, a focus group of seven to nine individuals, and he does his own assessments. He said that he's been in the business since 1978, and was Parks and Recreation Director at Chapel Hill and taught at UNCW for 32 years, so he has a little bit of knowledge about Parks and Recreation. But he then looks at what he heard from the committee, Katie, the public, from the interviews, the focus group, and what is his own assessment. And if only in one of those sessions he hears that we need a recreation center, it's not going to be a recommendation. But if in every one of them, or all but one of them, he hears we need a recreation center, then it's going to be included. He explained that he looks at a matrix as to how often something is brought up that needs to be done, and that gets in as a recommendation. He also assesses the parks that the Town currently has, and he asks in the interviews and meetings if you've visited the parks to assess them and let us know. He asks people to really try to tell us what they truly want, don't worry about if it'll make it into the document and how to pay for it. He said that if you don't mention it, it won't be in the document. So he'd rather everyone tells him what they want than not tell me.

Mindy asked about whether or not we were going to ask for the survey responders address. Katie said that it was removed and the residency status choices had been revised. When we mail the postcard, it will go to property owners only and she was going to include all of the Wrightsville Beach Post Office boxes that aren't already on the master list in hopes of picking up renters. The addresses will be sorted so that individuals with multiple properties will only receive one postcard.

Mindy asked about how multiple responses were handled in one household. Jim said that if the husband believes there should be a skate park and the wife believes there shouldn't. We need to hear that.

Alderman Baggett stated if somebody can go on and say they're advocating for say a skatepark for example, and they really are pushing for that they could go on numerous times.

Jim said that was true but in his 20 years of doing surveys, he has never seen that happen, where somebody's just sat down and tried to falsify the information by putting so many responses in. You can tell by the IP addresses, and he hasn't seen that happen.

Tim asked if there were changes to the survey notification postcard that anyone would recommend. Is there motion to approve the postcard for the survey as we all have in our

hands? Tali made a motion to approve the postcard. Tim seconded the motion and the motion was approved unanimously.

Tim asked if anyone had any changes to the survey other than what had already been discussed.

Anne Allen stated that her only concern about the survey is that she didn't have the other one sitting next to her to look at so that she could compare it to the original. I'm just thinking what did we change. It would be nice to look back at the old one. We talked about doing a little more of a summary of what we had in the old one and the summary of the information which you sent some of that. I just feel like we need to be sure that this is exactly what we want to say and it's not confusing. Can we send it out to a few people and see what they think, see if they think it reads well.

Tim said I think you could rewrite it a million times. But I think this gets the information that you want. Katie said that we've done these, this will be the fourth one, so we've got a little experience on how it worked and how we got the answers.

Anne said that I think with there being four blank questions. I just think that's a lot personally, Tim replied that he thought that if they're left unanswered, that's not the worst thing. Sami stated that if they really want you to know something, they will write it.

Tim asked the committee for the survey itself is there a motion to approve the survey as it's written with the minor changes we discussed? Mindy made a motion to approve the survey, Sami Winter seconded and all approved the survey.

- o **Master Plan Update Visions and Goals**

Jim presented the visions and goes from Topsail Beach, Carolina Beach, and the Wrightsville Beach 2020 – 2030 as examples. He wanted the committee to see these, ask questions about them and then at the May meeting the committee will actually provide input for the chapter on goals and objectives. Jim will then write up the goals and objectives based on the committee's input. He would also consider things that New Hanover County is doing or would do for Wrightsville Beach among other professional considerations during the planning process.

Tim said that the homework then is for the committee to review these things and decide if we want to tweak it.

Jim advised the committee to think of key things that they want to focus on for a vision, key things for goals, and if you do come up with an objective that you definitely want to come up, that's fine, but I typically write the vision statement based on the words you've given me and the concepts you've given me, and I write the objectives based on goals that you gave me based on what I know about the town. Jim reiterated what Tim had said about homework which would be for the committee to think about the vision and goals for the master plan, and he will use that to help put together his strategy, engage in gathering information for the document and what the document should be focusing on.

○ **Recommendations from the 2007 – 2012, 2013 – 2018, 2020 – 2030 Master Plans and Wrightsville Beach Parks and Recreation History, Facilities and Programs**

Katie pointed out the summary of recommendations from the previous three master plans as well as a Wrightsville Beach programs and facilities history that she had compiled and included in the agenda packet. Jim asked if the history should be included in the master plan. The committee agreed that it could be useful and it would be documented.

Jim stated that he planned to come back to the May meeting to get everyone's thoughts about the vision and goals. And then he would be back in June with the draft of that chapter.

**NEW BUSINESS**

• **Special Event Permits Requiring Board of Aldermen Approval**

Katie reviewed the three new special events permit applications from the WBLA and the two that were recurring in October and November all from the same event organizer.

- 1) **Surf Festival & Movie Night "Surf's Up" (NEW)**  
**Saturday, June 20, 2026, 5:30 – 9:30 pm (set up to tear down 4:00 – 10:00 pm)**  
Approximately 300 people  
Wrightsville Beach Park
- 2) **WBLA Surf Contest (NEW)**  
**Saturday, June 20, 2026, 9:00 am – 5:00 pm**  
**Saturday, August 15, 2026, 9:00 am – 5:00 pm**  
Approximately 100 people  
Beach access 35 (north of Crystal Pier)
- 3) **WBLA Surf Contest (RECURRING)**  
**Saturday, October 3, 2026, 9:00 am – 5:00 pm**  
**Saturday, November 28, 2026, 9:00 am – 5:00 pm**  
(set up - tear down 7:30 am – 6:00 pm)  
Approximately 100 people  
Beach access 35 (north of Crystal Pier)

A discussion continued about the timing of the new events being during the busy season, other approved activities, logistical concerns, public access, EMS requirements, etc. She said that the Board had an unwritten policy several years ago that they did not want to see new events during the busy season of April – September, but she was also instructed to bring the applications to them for a decision. She makes every effort to deter new applications during the busy season. After a long discussion, Tim Winslow stated that the recommendation to the board would be that the committee is in favor of supporting the applications for dates outside the peak season and are open to the event organizer coming back with alternative dates in the offseason for the June and August activities which should not be approved. Anne Allen seconded the motion and all approved.

- **Future of Special Events with the Upcoming Bridge Replacement Project**

Katie advised that some of the larger events at Wrightsville Beach require a significant amount of time in advance to plan for their events. Iron Man is one of those events. Katie said that the timeline for the bridge replacement project is not yet confirmed including the start date. Sami Winter confirmed and expressed her concern for not knowing a decision yet about whether or not events would be allowed in Wrightsville Beach during the bridge replacements project. She discussed Iron Man in length and an alternate plan.

Katie expressed concern about the inconvenience to residents coming off a full summer of traffic inconvenience every day. And it's not just Iron Man that we need to look at, it's all of the events. One of the residents on the bridge committee, Carolyn Medley, said in the last meeting that she was concerned about all of the smaller events that bring in an extra 100 or 50 cars like weddings and surf events. The committee also discussed the financial aspect.

Tim referenced the special event reports included in the agenda packet. If you look at the last two pages, which is the Wrightsville Beach special events, I'm going to just throw out my opinion. You all can react to it as you like. But as far as I'm concerned, I wouldn't approve any weddings, they can go somewhere else and come back when we're done. Summer church services, I don't know. I mean, seems like we could avoid a lot of this stuff like filming. I'd really hate to see us approve any film permits, personally. My own personal perspective is there's not that many, what I would say, legacy events at Wrightsville Beach that really have been here for a long time, that contribute to the community, that pour back into the community. And I would be in favor, because I think there's a significant loss, like the turkey trot probably is never going to come back, I wouldn't think.

Katie said that the Turkey Trot wants to grow and they made it look like the town kicked them out of here, but first of all they won't be able to make the loop, and they don't have enough parking. They want the event to make money, so they would need to move where they can be better accommodated.

Tim said there are some large legacy events that the community benefits from, the business community really benefits from and that 80 to 90% of the things on this list do not, would not qualify under that definition. I'd like to maintain the legacy events because there's so much that goes into it that withdrawing them they may not ever come back. I have some bias as a participant in all these things, too but I'll just disclose that but the marathon, the Iron Man, the triathlon. I do think the farmer's market, I mean I'd hate to lose the farmers' market honestly, but we're incentivized to continue that. I won't speak to the farmer' market, but the Easter Egg Hunt, I don't think we necessarily need to do some of this stuff, which we all acknowledge is great for the community, and it's a huge lifestyle benefit, but it's something that can be postponed that will come back. We're going to have an Easter egg hunt once the bridges are open. The bike rodeo, the tree lighting, a lot of that stuff, I feel like we can... Cherry interjected that some of these things like the tree lighting, I think it's a neighborhood event and it's off-season. Mindy added that so many of the town events are for kids and you wouldn't want them to miss two or more years.

The committee went through each Town sponsored event and the list of other events:

River to Sea: Tim stated that the River to the Sea bike ride starts downtown, they come to Wrightsville Beach and then the turn around and they head back downtown. That doesn't benefit the Town. Anne suggested that they stop at the Intracoastal waterway.

Easter Egg Hunt: Still questionable

Cherry said that a lot of people are going to start to get the hint that coming to Wrightsville, Beach will be a pain so we're not going to have as many people just randomly coming anyway. I think that's naturally going to cut out some of our traffic.

Farmers' Market: Continue

Art in the Garden: Continue

Concerts: Consider this summer's attendance for future years.

Bark in the Park: Continue

HIGC Tour of Homes: Discontinue

Bike Rodeo: Continue (cancel if it's a problem)

Movies in the Park: Continue 2026 then cancel.

Tree Lighting: Continue

Church services: Continue

Weddings: Discontinue beach strand weddings in the busy season.

Katie suggested rather than picking through the events individually, say no events from May through September when it's the busy season except for town sponsored activities in the park. We don't do anything on the beach.

A lengthy discussion continued about special events and bridge construction and timeframe. Tim made a recommendation for the Board to consider approving special event applications during the off season of September 15 through May 15 on a case by case basis and deny all other events from May 15 – September 15 with the exception of Town-sponsored events.

Tim Winslow said there's a couple of big events every year that everybody knows are going on because it's so well publicized that you know you don't want to try to drive off the island Saturday from seven o'clock till nine o'clock. If you have to get to work, you might plan to go a little early. If you get to the soccer game, you have to go early. But it's all this other little stuff that's really not on anybody's radar that I really do think is stuff that should be canceled. And I also think that the opinion in this room is probably not representative of the Town because I think most people in this room take advantage of a lot of this stuff and I suspect if we were to ask residents, I was kind of curious to ask Margaret's opinion, I think, most of

the residents in town, many residents who don't participate in these events would say we don't want to have anything.

A discussion continued about ending events after continuing at Wrightsville Beach for so many years, concern for the businesses during events, concern for public safety during the bridge replacement project with special events, the need to plan ahead because of the increased traffic.

Tim said he personally thinks that the recommendation out of this committee would be no special events from May 15th to September 15th and then kick the can to the BOA at this point except for town-sponsored events. He said that he would also make a recommendation that we prioritize events that have a financial benefit to the town businesses that can be reviewed when applications are received. Anne Allen seconded the motion and all approved.

- **Alcohol Sales at Town Sponsored Events (Concerts in the Park)**

Katie explained that she was tasked to bring the sale of alcohol at the Town-sponsored concerts to the Board of Aldermen. Anne Allen made a motion to recommend the sale of beer and wine at the Town's concerts. Tali seconded the motion and all approved.

**OTHER BUSINESS FROM THE CHAIRMAN:** None

**OTHER BUSINESS FROM COMMITTEE MEMBERS:** None

**OTHER BUSINESS FROM STAFF:** Katie stated that the July 2<sup>nd</sup> meeting was going to be difficult for her because of the concerts in the park that she needs to attend. Tim and Sami had a conflict with June 4<sup>th</sup>. After discussion the committee agreed to move the June meeting to June 16<sup>th</sup> and cancel the July 2<sup>nd</sup> meeting. The bridge committee meets June 15<sup>th</sup>.

Katie advised that Tim has asked that the committee look at the sound accesses and Cherry has asked that the committee review the Bike/Ped plan. Katie said that we can look at this items, but the priority is the survey so we will get these on the agenda as soon as possible.

**ADJOURNMENT:** At 6:52 pm, Tim Winslow made a motion to adjourn the meeting. Anne Allen seconded the motion, and all voted in favor of adjournment.

*The next meeting is scheduled for Tuesday, June 16, 2026 at 5:00 p.m.*



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## CHAPTER TWO: MASTER PLAN VISION, GOALS AND OBJECTIVES

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Contained within this chapter of the comprehensive *Town of Carolina Beach 2024 – 2029 Parks, Recreation and Open Space Master Plan* are the overall Vision, Goals and Objectives of the planning process and the master plan itself. It is with this stated Vision and these overall Goals and Objectives in mind that the planning process was conducted and the structure of the master plan itself designed and formulated.

A clear, concise and dynamic Vision of the future and statements of concrete Goals and Objectives based upon that Vision are important elements of a comprehensive and successful Master Plan. The Vision Statement provides the target to be achieved. Goals and Objectives provide structure, guidance and direction in the formulation of a Parks, Recreation and Open Space Master Plan. In addition, clear and concise Goals and Objectives assist in the definition of overall public policy and aid in decision-making during the planning, development and implementation phases of the Master Plan process. However, a progressive and successful parks, recreation and open space delivery system for the Town of Carolina Beach will require a long-term commitment, adequate public and private funding by the Town of Carolina Beach and

coordinated action by all stakeholders in order to achieve these Goals and Objectives. This long-term commitment and coordinated action must be coupled with an effective program of overall citizen involvement in and support for parks, recreation and open space programs, services, events, camps, activities, facilities, areas, and parks.

A Vision Statement is the anchor point of any strategic plan such as a Parks, Recreation and Open Space Master Plan. It is a road map indicating both what the organization wants to become and guiding transformational initiatives by setting a defined direction for the organization's growth. A Vision Statement is an aspiration description of what an organization would like to achieve or accomplish in the future. The Vision Statement is intended to serve as a clear guide for choosing current and future courses of action.



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### **MASTER PLANNING PROCESS VISION STATEMENT\***

- To offer parks and recreation experiences and opportunities that exceed the recreation and leisure needs, interests and expectations of the citizens of the Town of Carolina Beach by providing a comprehensive, responsive, and functional parks, recreation and open space delivery system that is integrated, inter-connected, environmentally sensitive, accessible, supportive, inclusive, builds upon harmonious relationships and collaborations, comfortable, pleasure inducing, beautification enhancing, and matches the community demographics***



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## **MASTER PLANNING PROCESS GOALS AND OBJECTIVES\***

### **GOAL #1—CONDUCT A COMPREHENSIVE AND MULTI-DIMENSIONAL NEEDS ASSESSMENT RELATED TO PARKS, RECREATION AND OPEN SPACE**

*Implement a thorough needs assessment process in order to understand and evaluate the expressed and latent parks, recreation, and open space needs, wants, and interests of the residents, tourists, and visitors of the Town of Carolina Beach*

- ✓ **Objective A**—to incorporate current growth and demographic trends relevant to the Town of Carolina Beach into the master plan process
- ✓ **Objective B**—to incorporate information and recommendations contained in existing Town of Carolina Beach and New Hanover County comprehensive planning and assessment documents such as the.....
- ✓ **Objective C**—to conduct public meetings, stakeholder interviews, a focus group session and administer a needs assessment survey instrument to allow residents, tourists and visitors of the Town of Carolina Beach the opportunity to express and explain their parks, recreation and open space needs, wants, and interests

### **GOAL #2—FACILITATION OF A FUNCTIONAL, SAFE, ENJOYABLE, RELAXING, AND INTER-CONNECTED SYSTEM OF PARKS AND RECREATION AREAS, FACILITIES, PARKS, AND OPEN SPACE**

*Provide safe, efficient, effective, relaxing, and convenient walking and biking access to the Town of Carolina Beach parks and recreation areas, facilities, parks, and open spaces, existing neighborhoods, downtown area, commercial and service areas, other public areas, the Town of Kure Beach, the Blakeslee Air Force Recreation Area, the Fort Fisher State Historic Site, the Fort Fisher State Recreation Area, and the North Carolina Aquarium at Fort Fisher*

- ✓ **Objective A**—to encourage the implementation of the recommendations contained within the Town of Carolina Beach 2011 Bicycle Multi-Use Transportation Plan and the Town of Carolina Beach Pedestrian Plan—May 2018
- ✓ **Objective B**—to provide marked, improved and expanded pedestrian and bike paths, trails, pathways and sidewalks particularly those that connect existing neighborhoods, parks and recreation areas, facilities, parks, and open spaces, the downtown area, commercial and service areas, the Carolina Beach Elementary School, and other public areas thereby creating new and safer non-motorized vehicular movement and acceptable alternatives to motorized vehicular movement in and around the Town of Carolina Beach
- ✓ **Objective C**—to facilitate and encourage safe and controlled pedestrian and bike street crossings in appropriate areas of the Town of Carolina Beach

4 **GOAL #3—PROTECTION, PRESERVATION, CONSERVATION OF, AND ACCESS TO OPEN SPACES, GREEN SPACES AND NATURAL SPACES**

*Safeguard and ensure the protection, preservation and conservation of open spaces, green spaces and natural spaces in and surrounding the Town of Carolina Beach*

- ✓ **Objective A**—to conserve, preserve, protect and provide access to green, open and natural spaces in existing Town of Carolina Beach park areas and facilities
- ✓ **Objective B**—to incorporate environmentally sensitive techniques and strategies that address the challenges associated with *Climate Change* and *Rising Sea Levels*



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- ✓ **Objective C**—to provide open, green, and natural spaces in and around the Town of Carolina Beach that offer opportunities and experiences for shaded areas



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- ✓ **Objective D**—to acquire land for open space, green space, natural space, and access to and along Carolina Beach's waterways and marshes



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 **GOAL #4—COLLABORATION AND COOPERATION**

*Encourage, facilitate, and develop mutually beneficial relationships, partnerships, and cooperative agreements with agencies, organizations, and individuals in the Town of Carolina Beach planning jurisdiction as well as inter-departmental collaborations within the Town of Carolina Beach that foster the development of superior parks, recreation and open space experiences and opportunities for ALL residents, tourists, and visitors of the Town of Carolina Beach*

- ✓ **Objective A**—to improve, foster, and expand the Town of Carolina Beach’s positive working relationship with the Military Ocean Terminal Sunny Point (MOTSU)
- ✓ **Objective B**—to improve, foster, and expand the Town of Carolina Beach’s positive working relationship with Carolina Beach State Park
- ✓ **Objective C**—to improve, foster, and expand the Town of Carolina Beach’s positive working relationship with the Town of Kure Beach
- ✓ **Objective D**—to improve, foster, and expand the Town of Carolina Beach’s positive working relationship with the New Hanover County Parks and Gardens Department
- ✓ **Objective E**—to open a positive dialogue with other Town departments which seeks to involve these departments in the coordinated provision of parks, recreation and open space opportunities and experiences
- ✓ **Objective F**—to open a positive dialogue with all sections and segments of the Town of Carolina Beach private and non-profit community organizations, agencies, and individuals which seeks to involve these organizations, agencies and individuals in the planning and provision of parks, recreation and open space opportunities and experiences for the Town of Carolina Beach
- ✓ **Objective G**—to solicit funding support from private and non-profit community organizations, agencies, and individuals to be used to provide, improve and enhance parks, recreation and open space opportunities and experiences for the Town of Carolina Beach

✚ **GOAL #5—PUBLIC ACCESS TO THE WATERS AND SHORELINE OF THE CAPE FEAR RIVER, THE ATLANTIC INTRACOASTAL WATERWAY, AND ALL CREEKS, SHORELINE, AND WATERWAYS IN AND AROUND THE TOWN OF CAROLINA BEACH**

*Provide and ensure free, easily accessible, conveniently located, open, and equitably distributed access to the waters and shoreline in and surrounding the Town of Carolina Beach*

- ✓ **Objective A**—to protect existing public access to the waters and shoreline in and surrounding the Town of Carolina Beach
- ✓ **Objective B**—to improve and enhance existing public access to the waters and shoreline surrounding the Town of Carolina Beach
- ✓ **Objective C**—to facilitate additional public water and shoreline access areas, facilities, sites, and amenities to include small boat, kayak, canoe, and standup paddleboard launches
- ✓ **Objective D**—to explore the potential for making Freeman Park a significant public water and shoreline access area, facility, site, and amenity for the Town of Carolina Beach which is environmentally sensitive and ecologically sound

✚ **GOAL #6—PROVISION OF NEW AND EXPANDED ACTIVE AND PASSIVE RECREATION OPPORTUNITIES AND EXPERIENCES**

*Provide increased opportunities and experiences for residents, tourists, and visitors of all ages and abilities to the Town of Carolina Beach to engage in outdoor and indoor active and passive recreation programs, services, events, and activities*

- ✓ **Objective A**—to utilize all available Town of Carolina Beach and other public areas and facilities to provide parks and recreation opportunities and experiences for residents and visitors to the Town of Carolina Beach
- ✓ **Objective B**—to expand the existing Town of Carolina Beach areas and facilities to provide active and passive recreation programs, services, events, and activities such as greenways, bike trails/paths, walking trails/paths, open space, a Teen Center, and a Senior Center
- ✓ **Objective C**—to ensure there are adequate and appropriate recreation opportunities and experiences for youth and teens
- ✓ **Objective D**—to ensure there are adequate and appropriate active recreation opportunities and experiences for adults
- ✓ **Objective E**—to ensure there are adequate and appropriate active and passive recreation opportunities and experiences for individuals of all ages and abilities
- ✓ **Objective F**—to balance parks and recreation offerings for all ages and abilities in an equitable manner for both the residents of the Town of Carolina Beach and for tourists and visitors to the Town of Carolina Beach

**GOAL #7—COMPLIANCE WITH AMERICAN WITH DISABILITIES ACT (ADA) REQUIREMENTS, UNIVERSAL DESIGN (UD) STANDARDS AND RECOMMENDATIONS AND TOWN OF CAROLINA BEACH AMERICANS WITH DISABILITIES ACT (ADA) TRANSITION PLAN—JULY 2022**

*Ensure all Town of Carolina Beach Parks and Recreation Department offerings are in compliance with current American with Disabilities Act (ADA), Universal Design (UD) accessibility requirements and recommendations, and the Town of Carolina Beach Americans with Disabilities Act (ADA) Transition Plan—July 2022*

- ✓ **Objective A**—to ensure all Town of Carolina Beach Parks and Recreation Department programs, services, events, and activities opportunities and experiences are consistent with and meet ADA and UD guidelines and requirements and adhere to the Town of Carolina Beach Americans with Disabilities Act (ADA) Transition Plan—July 2022



- ✓ **Objective B**—to ensure all Town of Carolina Beach Parks and Recreation Department facilities, areas, and parks are consistent with and meet ADA and UD guidelines and requirements and adhere to the Town of Carolina Beach Americans with Disabilities Act (ADA) Transition Plan—July 2022



- ✓ **Objective C**—to ensure all Town of Carolina Beach Parks and Recreation Department public water access sites and facilities are consistent with and meet ADA and UD guidelines and requirements and adhere to the Town of Carolina Beach Americans with Disabilities Act (ADA) Transition Plan—July 2022

🚧 **GOAL #8—IDENTIFY PRACTICAL, REASONABLE AND AVAILABLE ALTERNATIVE SOURCES OF REVENUE**

*Explore all sources of alternative revenue as a means of funding land acquisition requirements and parks, recreation and open space, park, area, and facility development*

- ✓ **Objective A**—to investigate the practicality and feasibility of a future general obligation bond referendum as a source of revenue for the Town of Carolina Beach
- ✓ **Objective B**—to investigate the practicality and feasibility of future Parks and Recreation Trust Fund (PARTF) Grants from the State of North Carolina as sources of revenue for the Town of Carolina Beach
- ✓ **Objective C**—to investigate the practicality and feasibility of future North Carolina Division of Coastal Management Public Beach and Coastal Waterfront Access Grants as a source of revenue for the Town of Carolina Beach
- ✓ **Objective D**—to investigate the practicality and feasibility of future North Carolina Department of Transportation Bicycle and Pedestrian Planning Grants and North Carolina Department of Transportation Enhancement Program Grants as sources of revenue for the Town of Carolina Beach
- ✓ **Objective E**—to investigate the practicality and feasibility of future federal grants such as Federal Land and Water Conservation Fund (LWCF) and Safe, Accountable, Flexible, Efficient Transportation Equity Act (SAFETEA): A Legacy for Users Grants as sources of revenue/income for the Town
- ✓ **Objective F**—to investigate the practicality and feasibility of implementing a Cost Recovery and Pricing Policy to lessen the Town’s budgetary burden as parks, recreation and open space opportunities and experiences are provided
- ✓ **Objective G**—to investigate the practicality and feasibility of future funding through the Friends of Carolina Beach Parks and Greenways

*\*The Vision, Goals and Objectives of the comprehensive Town of Carolina Beach 2024 – 2029 Parks, Recreation and Open Space Master Plan were developed in conjunction and collaboration with the staff of the Parks and Recreation Department and the members of the Carolina Beach Parks and Recreation Advisory Committee.*



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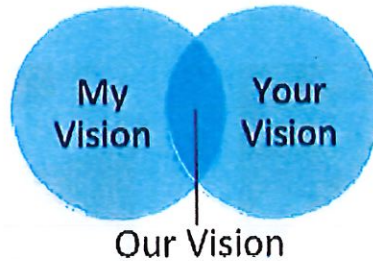
## CHAPTER THREE: MASTER PLAN VISION, GOALS AND OBJECTIVES

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Contained within this chapter of the comprehensive *Town of Topsail Beach 2025 – 2030 Parks, Recreation and Open Space Master Plan* are the overall Vision, goals, and objectives of the planning process and the master plan itself. It is with this stated vision and these overall goals, and objectives in mind that the planning process was conducted and the structure of the master plan itself designed and formulated.

A clear, concise, and dynamic vision of the future and statements of concrete goals, and objectives based upon that vision are important elements of a comprehensive and successful Master Plan. The vision statement provides the target to be achieved. Goals and objectives provide structure, guidance and direction in the formulation of a Parks, Recreation and Open Space Master Plan. In addition, clear and concise goals and objectives assist in the definition of overall public policy and aid in decision-making during the planning, development and implementation phases of the Master Plan process. However, a progressive and successful parks, recreation and open space delivery system for the Town of Topsail Beach will require a long-term commitment, adequate funding by the Town of Topsail Beach and coordinated action by all stakeholders in order to achieve these goals and objectives. This long-term commitment and coordinated action must be coupled with an effective program of overall citizen involvement in and support for parks, recreation and open space programs, services, events, camps, activities, facilities, areas, and parks.

A Vision Statement is the anchor point of any strategic plan such as a Parks, Recreation and Open Space Master Plan. It is a road map indicating both what the organization wants to become and guiding transformational initiatives by setting a defined direction for the organization's growth. A Vision Statement is an aspiration description of what an organization would like to achieve or accomplish in the future. The Vision Statement is intended to serve as a clear guide for choosing current and future courses of action.



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### **MASTER PLANNING PROCESS VISION STATEMENT\***

- To offer parks and recreation experiences and opportunities that exceed the recreation and leisure needs, interests, and expectations of the citizens of the Town of Topsail Beach by providing a comprehensive, responsive, and functional parks, recreation and open space delivery system that maintains the sense of community, culture, and "VIBE" of the Town of Topsail Beach, is family friendly, preserves open space, stresses safety, is environmentally friendly, is in compliance with Americans with Disabilities Act (ADA) requirements and Universal Design (UD) guidelines and recommendations, and projects and protects the essence of the Town of Topsail Beach***



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## MASTER PLANNING PROCESS GOALS AND OBJECTIVES\*

### ✚ **GOAL #1—CONDUCT A COMPREHENSIVE AND MULTI-DIMENSIONAL NEEDS ASSESSMENT RELATED TO PARKS, RECREATION, AND OPEN SPACE**

*Implement a thorough needs assessment process in order to understand and evaluate the expressed and latent parks, recreation, and open space needs, wants, and interests of the residents, tourists, and visitors of the Town of Topsail Beach*

- ✓ **Objective A**—to incorporate current growth and demographic trends relevant to the Town of Topsail Beach into the Master Plan process
- ✓ **Objective B**—to incorporate information and recommendations contained in existing Town of Topsail Beach and Pender County comprehensive planning and assessment documents such as the Town of Topsail Beach Comprehensive Parks and Recreation Plan—Adopted 1.22.2014, the Town of Topsail Beach CAMA Core Land Use Plan 2015, the Town of Topsail Beach, NC: Topsail Beach Walks & Bikes—Adopted 10-09-2019, the Town of Topsail Beach, NC 2022 Land Use Plan, and the Pender County Parks and Recreation Comprehensive Master Plan—2022 – 2032
- ✓ **Objective C**—to conduct public meetings, stakeholder interviews, a focus group session and administer a needs assessment survey instrument to allow residents, tourists and visitors of the Town of Topsail Beach the opportunity to express and explain their parks, recreation and open space needs, wants, and interests



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### ✚ **GOAL #2—ACQUIRE LAND SPECIFICALLY FOR ACTIVE AND PASSIVE RECREATIONAL OPPORTUNITIES AND EXPERIENCES WITHIN THE TOWN OF TOPSAIL BEACH'S PLANNING JURISDICTION**

*Identify and acquire any and all land suitable for parks and recreation facilities, areas, and parks*

- ✓ **Objective A**—to acquire any and all suitable land adjacent or contiguous to any existing Town of Topsail Beach facilities, areas, and parks
- ✓ **Objective B**—to acquire any and all available land potentially suitable for parks and recreation facilities, areas, and parks

4 **GOAL #3—PROTECTION, PRESERVATION, CONSERVATION OF, AND ACCESS TO OPEN SPACES, GREEN SPACES, AND NATURAL SPACES**

*Safeguard and ensure the protection, preservation, and conservation of open spaces, green spaces, and natural spaces in and surrounding the Town of Topsail Beach*

- ✓ **Objective A**—to conserve, preserve, protect, and provide access to green, open, and natural spaces within the Town of Topsail Beach, especially around Town Center Park
- ✓ **Objective B**—to incorporate environmentally sensitive practices, techniques, and strategies that address the challenges associated with *Climate Change* and *Rising Sea Levels*



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- ✓ **Objective C**—to facilitate the proper utilization, preservation, and conservation of the south end of the Town of Topsail Beach



- ✓ **Objective D**—to acquire land for open space, green space, natural space, and access to and along Topsail Beach's oceanfront beaches, dunes, waterways, and marshes

#### **GOAL #4—COLLABORATION AND COOPERATION**

*Encourage, facilitate, and develop mutually beneficial relationships, partnerships, and cooperative agreements with agencies, organizations, and individuals in the Town of Topsail Beach planning jurisdiction as well as inter-departmental collaborations within the Town of Topsail Beach that foster the development of superior parks, recreation, and open space experiences and opportunities for ALL residents, tourists, and visitors of the Town of Topsail Beach*

- ✓ **Objective A**—to open a positive dialogue with all sections and segments of the Town of Topsail Beach private, commercial, church, and non-profit sectors which seeks to involve these organizations, agencies, and individuals in the planning and provision of parks, recreation, and open space opportunities and experiences for the Town of Topsail Beach
- ✓ **Objective B**—to encourage, improve, foster, and expand the Town of Topsail Beach's positive working relationships with the private and commercial entities operating within the Town of Topsail Beach
- ✓ **Objective C**—to encourage, improve, foster, and expand the Town of Topsail Beach's positive working relationships with the church and non-profit entities operating within the Town of Topsail Beach
- ✓ **Objective D**—to encourage, improve, foster, and expand interdepartmental collaborations within the Town of Topsail Beach for the purposes of providing parks and recreation, programs, services, events, activities, facilities, areas, and parks
- ✓ **Objective E**—to encourage, improve, foster, and expand the Town of Topsail Beach's positive working relationship with the Town of Surf City Parks and Recreation Department
- ✓ **Objective F**—to encourage, improve, foster, and expand the Town of Topsail Beach's positive working relationship with the Pender County Parks and Recreation Department
- ✓ **Objective G**—to solicit funding support from private and non-profit community organizations, agencies, and individuals to be used to provide, improve, and enhance parks, recreation and open space opportunities and experiences for the Town of Topsail Beach

**GOAL #5—PROVISION OF NEW AND EXPANDED ACTIVE OUTDOOR RECREATION OPPORTUNITIES AND EXPERIENCES**

*Provide increased opportunities and experiences for residents, tourists, and visitors of all ages and abilities to the Town of Topsail Beach to engage in active outdoor recreation programs, services, events, and activities*

- ✓ **Objective A**—to provide walking opportunities and experiences



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- ✓ **Objective B**—to provide running opportunities and experiences



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- ✓ **Objective C**—to provide biking opportunities and experiences



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- ✓ **Objective D**—to provide fitness training opportunities and experiences



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- ✓ **Objective E**—to provide kayaking, canoeing, standup paddleboarding, boating, and sailing opportunities and experiences



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**GOAL #6—COMPLIANCE WITH AMERICAN WITH DISABILITIES ACT (ADA) REQUIREMENTS AND UNIVERSAL DESIGN (UD) STANDARDS AND RECOMMENDATIONS**

*Ensure all Town of Topsail Beach Parks and Recreation offerings are in compliance with current American with Disabilities Act (ADA) and Universal Design (UD) accessibility guidelines, standards, requirements, and recommendations*

- ✓ **Objective A**—to ensure all Town of Topsail Beach Parks and Recreation programs, services, events, activities, opportunities, and experiences are consistent with and meet ADA and UD guidelines, standards, requirements, and recommendations



- ✓ **Objective B**—to ensure all Town of Topsail Beach Parks and Recreation facilities, areas, and parks are consistent with and meet ADA and UD guidelines, standards, requirements, and recommendations



- ✓ **Objective C**—to ensure all Town of Topsail Beach Parks and Recreation public water access sites and facilities are consistent with and meet ADA and UD guidelines, standards, requirements, and recommendations

**GOAL #7—IDENTIFY PRACTICAL, REASONABLE, AND AVAILABLE ALTERNATIVE SOURCES OF REVENUE**

*Explore all sources of alternative revenue as a means of funding land acquisition requirements and parks, recreation, and open space, facility, area, and park development*

- ✓ **Objective A**—to investigate the practicality and feasibility of future Parks and Recreation Trust Fund (PARTF) Grants from the State of North Carolina as a source of revenue for the Town of Topsail Beach
- ✓ **Objective B**—to investigate the practicality and feasibility of future North Carolina Division of Coastal Management Public Beach and Coastal Waterfront Access Grants as a source of revenue for the Town of Topsail Beach
- ✓ **Objective C**—to investigate the practicality and feasibility of future North Carolina Department of Transportation Bicycle and Pedestrian Planning Grants and North Carolina Department of Transportation Enhancement Program Grants as a source of revenue for the Town of Topsail Beach

*bicycle* division of  
*pedestrian*  
TRANSPORTATION

North Carolina Department of Transportation  
**Bicycle and Pedestrian  
Planning Grant Initiative**

- ✓ **Objective D**—to investigate the practicality and feasibility of future federal grants such as Federal Land and Water Conservation Fund (LWCF) and Safe, Accountable, Flexible, Efficient Transportation Equity Act (SAFETEA): A Legacy for Users Grants as a source of revenue for the Town of Topsail Beach
- ✓ **Objective E**—to investigate the practicality and feasibility of future gifts and donations from private donors as a source of revenue for the Town of Topsail Beach



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*\*The Vision, Goals and Objectives of the comprehensive Town of Topsail Beach 2025 – 2030 Parks, Recreation and Open Space Master Plan were developed in conjunction and collaboration with the staff of the Town of Topsail Beach and the members of the Topsail Beach Parks and Recreation Board*



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## CHAPTER TWO: MASTER PLAN VISION, GOALS & OBJECTIVES

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Contained within this chapter of the *Town of Wrightsville Beach 2020 – 2030 Parks, Recreation and Open Space Master Plan* are the overall vision, goals and objectives of the planning process and the master plan itself. It is with this stated vision and these overall goals and objectives in mind that the planning process was conducted and the structure of the master plan itself designed and formulated.

A clear, concise and dynamic vision of the future and statements of concrete goals and objectives based upon that vision are important elements of a comprehensive and successful Parks, Recreation and Open Space Master Plan. The vision statement provides the target to be achieved. Goals and objectives provide structure, guidance and direction in the formulation of a Parks, Recreation and Open Space Master Plan. In addition, clear and concise goals and objectives assist in the definition of overall public policy and aid in decision-making during the planning, development and implementation phases of the Parks, Recreation and Open Space Master Plan process. However, a progressive and successful parks, recreation and open space delivery system for the Town of Wrightsville Beach will require a long-term commitment,

adequate funding by the Town of Wrightsville Beach and coordinated and cooperative action by all stakeholders in order to achieve these goals and objectives. This long-term commitment and coordinated action must be coupled with an effective program of overall citizen involvement in and support for parks, recreation and open space programs, services, areas and facilities.

A Vision Statement is the anchor point of any strategic plan such as a Parks, Recreation and Open Space Master Plan. It is a road map indicating both what the organization wants to become and guiding transformational initiatives by setting a defined direction for the organization's growth. A Vision Statement is an aspiration description of what an organization would like to achieve or accomplish in the future. The Vision Statement is intended to serve as a clear guide for choosing current and future courses of action.

### **VISION\***

-  *To offer creative and representative parks, recreation and open space experiences and opportunities that exceed the recreation and leisure needs, interests, desires and expectations of the citizens of the Town of Wrightsville Beach by providing a parks, recreation and open space delivery system that respects private property rights while encouraging cooperation and collaboration between the Town of Wrightsville Beach and other local government entities and community agencies and organizations*

## GOALS AND OBJECTIVES\*

### + GOAL #1—NEEDS ASSESSMENT

*Implement a thorough needs assessment process to understand and evaluate the expressed and latent parks, recreation and open space needs, interests, wants and desires of the residents of the Town of Wrightsville Beach*

- ✓ **Objective A**—to incorporate current growth and demographic trends relevant to the Town of Wrightsville Beach into the master plan process
- ✓ **Objective B**—to incorporate information and recommendations contained in existing Town of Wrightsville Beach and New Hanover County comprehensive planning and assessment documents such as the results from the 2007 Parks and Recreation Survey, the 2013 Parks and Recreation Survey, the Town of Wrightsville Beach Mid-Loop Crossing Park Master Plan and the New Hanover County Parks and Gardens 10-Year Master Plan



Town of  
**Wrightsville Beach**  
North Carolina

- ✓ **Objective C**—to conduct public meetings, stakeholder interviews, a focus group session and administer a 2019 needs assessment survey instrument to allow residents of the Town of Wrightsville Beach the opportunity to express and explain their parks, recreation and open space needs, interests, wants and desires

### + GOAL #2—WATER AND SHORELINE ACCESS

*Provide and ensure free, easily accessible, conveniently located and equitably distributed access to the waters and shoreline of the Town of Wrightsville Beach*

- ✓ **Objective A**—to protect existing public access to the waters and shoreline of the Town of Wrightsville Beach while respecting private property rights
- ✓ **Objective B**—to improve and enhance existing public access to the waters and shoreline of the Town of Wrightsville Beach while respecting private property rights
- ✓ **Objective C**—to improve and enhance public parking opportunities at the existing public access sites while respecting private property rights
- ✓ **Objective D**—to facilitate additional public water and shoreline access areas, sites and amenities particularly to the sound side waters and shoreline of the Town of Wrightsville Beach while respecting private property rights

### **GOAL #3—SAFE AND ACCESSIBLE PROGRAMS, SERVICES, AREAS AND FACILITIES**

*Provide and ensure convenient, safe and accessible public access and parking to all Town of Wrightsville Beach programs, services, areas and facilities*

- ✓ **Objective A**—to provide when feasible adequate parking at all Town of Wrightsville Beach areas and facilities
- ✓ **Objective B**—to ensure all Town of Wrightsville Beach Parks and Recreation programs, services, areas and facilities are in compliance with current American with Disabilities Act (ADA) and Universal Design accessibility requirements and recommendations
- ✓ **Objective C**—to ensure all Town of Wrightsville Beach Parks and Recreation programs, services, areas and facilities are operated and maintained in a manner consistent with the highest standards of safety and reliability

### **GOAL #4—QUALITY OVER QUANTITY**

*Maintain a decision-making posture that emphasizes enhancement of and improvements to existing parks, recreation and open space opportunities and experiences before the creation of new parks, recreation and open space opportunities and experiences*

- ✓ **Objective A**—to conduct a comprehensive evaluation and assessment of current parks, recreation and open space programs, services, areas and facilities
- ✓ **Objective B**—to use the evaluation and assessment conducted as **Goal #4—Objective A** to recommend enhancements and improvements to current parks, recreation and open space programs, services, areas and facilities
- ✓ **Objective C**—to implement the identified enhancements and improvements recommended as **Goal #4—Objective B** before developing new programs, services, areas and facilities
- ✓ **Objective D**—to develop a Capital Improvements Program (CIP) budget process to facilitate and direct the implementation of the parks, recreation and open space recommendations brought forward through the master plan process

✚ **GOAL #5—PEDESTRIAN AND NON-MOTORIZED VEHICULAR TRANSPORTATION SYSTEM**

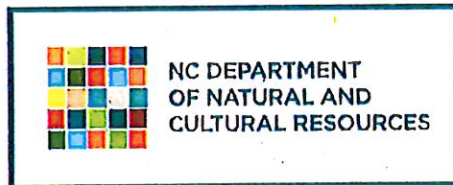
*Provide safe, efficient, effective and convenient walking and non-motorized vehicular access to the Town of Wrightsville Beach parks and recreation areas, facilities and open spaces, existing neighborhoods, commercial and service areas, and other public areas and facilities*

- ✓ **Objective A**—to provide marked, safe, improved and expanded pedestrian and non-motorized vehicular paths, trails, pathways, crosswalks and sidewalks particularly for crossing NC Highway 74/76 and for connecting existing residential neighborhoods, existing parks and recreation areas, facilities and open spaces, commercial and service areas and other public areas and facilities thereby creating new and safer non-motorized vehicular movement and acceptable alternatives to motorized vehicular movement in and around the Town of Wrightsville Beach
- ✓ **Objective B**—to provide a safe and efficient way for pedestrians to cross Causeway Drive when exiting the Wrightsville Beach Park and the Wrightsville Beach Municipal Complex
- ✓ **Objective C**—to improve vehicular traffic movement along Old Causeway Drive and Causeway Drive in the vicinity of the United States Postal Service office

## ✦ **GOAL #6—ALTERNATIVE SOURCES OF REVENUE AND INCOME**

*Explore all sources of alternative revenue and income as a means of funding land acquisition requirements and parks, recreation and open space program, service, area and facility development*

- ✓ **Objective A**—to investigate the practicality and feasibility of a future general obligation bond referendum as a source of revenue and income for the Town of Wrightsville Beach
- ✓ **Objective B**—to investigate the practicality and feasibility of future Parks and Recreation Trust Fund (PARTF) Grants from the State of North Carolina as sources of revenue and income for the Town of Wrightsville Beach



- ✓ **Objective C**—to investigate the practicality and feasibility of future North Carolina Division of Coastal Management Public Beach and Coastal Waterfront Access Grants as a source of revenue and income for the Town of Wrightsville Beach
- ✓ **Objective D**—to investigate the practicality and feasibility of future North Carolina Department of Transportation Bicycle and Pedestrian Planning Grants and North Carolina Department of Transportation Enhancement Program Grants as sources of revenue and income for the Town of Wrightsville Beach



- ✓ **Objective E**—to investigate the practicality and feasibility of future federal grants such as Federal Land and Water Conservation Fund (LWCF) and Safe, Accountable, Flexible, Efficient Transportation Equity Act (SAFETEA): A Legacy for Users Grants as sources of revenue and income for the Town of Wrightsville Beach



- ✓ **Objective F**—to investigate the practicality and feasibility of future public-private partnerships as a source of revenue and income for the Town

#### ⚡ **GOAL #7—COMMUNITY PARTNERSHIPS AND RELATIONSHIPS**

*Initiate an aggressive program designed to encourage and implement effective and efficient working relationships with various community organizations and agencies*

- ✓ **Objective A**—to open a positive dialogue with the New Hanover County school system to facilitate a relationship allowing the Town of Wrightsville Beach to utilize school system areas and facilities when available and appropriate
- ✓ **Objective B**—to open a positive dialogue with private and non-profit community organizations and agencies which seeks to involve these organizations and agencies in the provision of parks, recreation and open space programs, services, areas and facilities for the Town of Wrightsville Beach
- ✓ **Objective C**—to solicit funding support from various community organizations and agencies to be used to improve and enhance parks, recreation and open space programs, services, areas and facilities

#### ⚡ **GOAL #8—LAND ACQUISITION**

*Initiate a program of actively pursuing the acquisition of lands suitable for parks, recreation and open space purposes in and around the Town of Wrightsville Beach*

- ✓ **Objective A**—to pursue the acquisition of lands suitable for parks, recreation and open space purposes through donations from public and private donors while respecting private property ownership rights
- ✓ **Objective B**—to pursue the acquisition of lands suitable for parks, recreation and open space purposes through direct purchase while respecting private property ownership rights

#### ⚡ **GOAL #9—“DOG FRIENDLY ENVIRONMENT”**

*Conduct a comprehensive evaluation of the current Town rules and regulations related to dogs and recommend changes and revisions to those rules and regulations as appropriate*

- ✓ **Objective A**—to evaluate and assess all Town rules and regulations related to an individual's ability to bring dogs onto the beach strand
- ✓ **Objective B**—to use the evaluation and assessment conducted as **Goal #9—Objective A** to recommend changes as appropriate to Town rules and regulations related to an individual's ability to bring dogs onto the beach strand

*\*The Vision, Goals and Objectives of the Town of Wrightsville Beach 2020 – 2030 Parks, Recreation and Open Space Master Plan were developed in conjunction and collaboration with the Parks and Recreation staff and the members of the Parks and Recreation Advisory Committee.*



# TOWN OF WRIGHTSVILLE BEACH PARKS & RECREATION NEEDS ASSESSMENT SURVEY

**WE NEED  
YOUR INPUT**

The Town of Wrightsville Beach Board of Aldermen, Parks and Recreation Advisory Committee, and Parks and Recreation Department staff are committed to sustaining and enhancing the overall quality of life for the residents and visitors of the Town of Wrightsville Beach. The provision and operation of public parks, recreation and open space programs, services, events, activities, facilities, areas, and parks are important components of the Town's immediate and long-range planning efforts. We need your input and assistance to complete this needs assessment survey! Information gathered through this survey will be used to create the Town's comprehensive 2028 – 2033 Parks, Recreation and Open Space Master Plan. Please take a few minutes to answer ALL of the following questions.

**PLEASE COMPLETE THE SURVEY AND RETURN IT TO US BEFORE **OCTOBER 31, 2026****

### 1) Which of the following best describes your Town of Wrightsville Beach residence status?

- Full-Time Resident / WB Property Owner
- Part-Time Resident / WB Property Owner
- Full-Time Resident / I rent my home
- Part-Time Resident / I rent my home
- Property owner but do not reside in Wrightsville Beach (Move to question 3.)
- Non-resident / I do not reside in Wrightsville Beach (Move to question 3.)

### 2) How long have you resided in Wrightsville Beach?

- Less than 2 years
- At least 2 years but less than 5 years
- at least 5 years but less than 15 years
- 15 years or longer

### 3) Including yourself, what are the ages (and number in each age group) of the members of your household?

- 0 - 9 years old
- 10 - 19 years old
- 20 - 34 years old
- 34 - 54 years old
- 55 - 74 years old
- 74 years and older

### 4) Which of the following recreational programs, services, events, and activities offered by the Town of Wrightsville Beach Parks and Recreation Department have you or any members of your household participated in during the last 12 months? Please mark all that apply.

- Bark in the Park
- Cardio Crunch
- Adult Tennis Lessons
- Adult Basketball
- Concerts in the Park
- Core Conditioning
- Youth Tennis Lessons
- Youth Basketball
- River to Sea Bike Ride
- Hatha Yoga
- Tennis Camp
- Basketball Camp
- Tree Lighting Ceremony
- Vinyasa Yoga
- Adult Pickleball Lessons
- WB Lacrosse
- Farmers' Market
- Tai Chi
- Youth Pickleball Lessons
- Lacrosse Camp
- Bike Rodeo
- Tone & Stretch
- Pickleball Open Play
- Performance Club
- Easter Egg Hunt
- Youth Strength Training
- Adult Flag Football
- Performance Club Camp
- CPR/AED Training
- Youth Flag Football
- Jr. Lifeguard Camp
- Flag Football Camp
- Jr. Lifeguard Fall Program

Other (please specify) \_\_\_\_\_

I/we haven't participated in any programs, services, events, or activities offered by the Wrightsville Beach Parks and Recreation during the last 12 months. (Move to question 6.)

**5) How frequently have you or any members of your household participated in the programs, services, events, and activities identified above during the last 12 months?**

Rarely (1 - 4 times)     Sometimes (5 - 10 times)     Frequently (11 - 15 times)     Often (More than 15 times)

If you have not participated, rarely participated, or only sometimes participated, please explain why \_\_\_\_\_

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**6) In your opinion, what are the five most important new and/or additional recreational programs, services, events, and activities the Town of Wrightsville Beach Parks and Recreation Department needs to provide in the future?**

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_
- 4) \_\_\_\_\_
- 5) \_\_\_\_\_

It is my opinion that the Town of Wrightsville Beach Parks and Recreation Department does not need to provide any new or additional recreational programs, services, events, or activities.

**7) Which of the following Town of Wrightsville Beach Parks and Recreation Department recreational facilities, areas, and parks have you or any members of your household visited or used during the last 12 months? Please mark all that apply.**

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> South Channel Park     | <input type="checkbox"/> Fran Russ Recreation Center | <input type="checkbox"/> Durwood Sykes Sunset Park |
| <input type="checkbox"/> Greensboro Street Park | <input type="checkbox"/> Lee's Nature Park           | <input type="checkbox"/> Harbor Way Gardens        |
| <input type="checkbox"/> John Nesbitt Loop      | <input type="checkbox"/> Wynn Plaza                  |  |

**WRIGHTSVILLE BEACH PARK FACILITIES:**

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Soccer Field      | <input type="checkbox"/> Event Stage          | <input type="checkbox"/> Softball Field     |
| <input type="checkbox"/> Basketball Courts | <input type="checkbox"/> Inclusive Playground | <input type="checkbox"/> Exercise Equipment |
| <input type="checkbox"/> Pickleball Courts | <input type="checkbox"/> Picnic Shelters      | <input type="checkbox"/> Gaga Ball Pit      |
| <input type="checkbox"/> Tennis Courts     | <input type="checkbox"/> Tennis Back Wall     |   |

Other (please specify) \_\_\_\_\_

Other (please specify) \_\_\_\_\_

I/we haven't visited/used any of these recreation facilities, areas, and parks during the last 12 months. (Move to question 9.)

**8) If you or any members of your household visited or used any of the facilities, areas, and parks listed in the previous question, please identify the facility, area, or park and provide feedback on what you may like to see improved:**

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(Continue response to question 8)

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**9) In your opinion, what are the five (5) most important new and/or additional recreational facilities, areas, and parks the Town of Wrightsville Beach needs to provide in the future?**

1) \_\_\_\_\_

2) \_\_\_\_\_

3) \_\_\_\_\_

4) \_\_\_\_\_

5) \_\_\_\_\_

\_\_\_\_\_ It is my opinion that the Town of Wrightsville Beach Parks and Recreation Department does not need to provide any new or additional recreational facilities, areas, or parks.

**10) We would like to know if the following facilities are important to you and if you would support a PROPERTY TAX INCREASE to fund any of these improvements.**

FACILITY	SUPPORT	DO NOT SUPPORT
Gym/Recreation Center		
Water Access Facilities		
Skateboard Park		
Beach Access Improvements		
Indoor Swimming Pool		
Outdoor Swimming Pool		

**HOW ARE WE DOING?**

**11) Please circle your rating for the questions below where “1” indicates “Totally Disagree” and “8” indicates “Totally Agree”.**

The variety of programs, services, events, activities offered by Parks & Rec is appropriate.	1	2	3	4	5	6	7	8
The quality of programs, services, events, activities offered by Parks & Rec is appropriate.	1	2	3	4	5	6	7	8
The existing programs, services, events, and activities meet the needs of my household.	1	2	3	4	5	6	7	8
I am satisfied with the quality of the facilities, areas, and parks provided by the Town.	1	2	3	4	5	6	7	8
The existing facilities, areas, and parks meet the needs of my household.	1	2	3	4	5	6	7	8
The Town needs to provide new and/or improved recreational facilities, areas, and parks.	1	2	3	4	5	6	7	8
The Town is an accessible place for persons with disabilities and other special needs.	1	2	3	4	5	6	7	8
The Town is bike friendly; a safe place to bike.	1	2	3	4	5	6	7	8
The Town is pedestrian friendly; a safe place to walk.	1	2	3	4	5	6	7	8





**TOWN OF WRIGHTSVILLE BEACH  
PARKS & RECREATION  
NEEDS ASSESSMENT SURVEY**

**WE NEED  
YOUR INPUT**

The Town of Wrightsville Beach Board of Aldermen, Parks and Recreation Advisory Committee, and Parks and Recreation Department staff are committed to sustaining and enhancing the overall quality of life for the residents and visitors of the Town of Wrightsville Beach. We need your input and assistance to complete this needs assessment survey! Information gathered through this survey will be used to create the Town's comprehensive 2028 – 2033 Parks, Recreation and Open Space Master Plan. Please take a few minutes to answer ALL of the following questions.

**PLEASE COMPLETE THE SURVEY AND RETURN IT TO US BEFORE **OCTOBER 31, 2026****

**1) Which of the following best describes your Town of Wrightsville Beach residence status?**

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- Full-Time Resident / I rent my home                               Part-Time Resident / I rent my home
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- Non-resident / I do not reside in Wrightsville Beach (Move to question 3.)

**2) How long have you resided in Wrightsville Beach?**

- Less than 2 years     At least 2 years but less than 5 years
- at least 5 years but less than 15 years                                       15 years or longer

**3) Including yourself, what are the ages (and number in each age group) of the members of your household?**

- 0 - 9 years old                       10 - 19 years old                       20 - 34 years old
- 34 - 54 years old                       55 - 74 years old                       74 years and older

**4) Which of the following recreational programs, services, events, and activities offered by the Town of Wrightsville Beach Parks and Recreation Department have you or any members of your household participated in during the last 12 months? Please mark all that apply.**

- Bark in the Park                       Cardio-Crunch                       Adult Tennis Lessons                       Adult Basketball
- Concerts in the Park                       Core-Conditioning                       Youth Tennis Lessons                       Youth Basketball
- River to Sea Bike Ride                       Hatha-Yoga                       Tennis Camp                       Basketball Camp
- Tree Lighting Ceremony                       Vinyasa Yoga                       Adult Pickleball Lessons                       WB Lacrosse
- Farmers' Market                       Tai-Chi                       Youth Pickleball Lessons                       Lacrosse Camp
- Bike Rodeo                       Tone & Stretch                       Pickleball Open Play                       Performance Club
- Easter Egg Hunt                       Youth Strength Training                       Adult Flag Football                       Performance Club Camp
- GPR/AED Training                       Youth Flag Football                       Jr. Lifeguard Camp
- Flag Football Camp                       Jr. Lifeguard Fall Program

Other (please specify) \_\_\_\_\_

I/we haven't participated in any programs, services, events, or activities offered by the Wrightsville Beach Parks and Recreation during the last 12 months. (Move to question 6.)

**5) How frequently have you or any members of your household participated in WB Parks & Recreation programs, services, events, and activities during the last 12 months?**

Rarely (1 - 4 times)     Sometimes (5 - 10 times)     Frequently (11 - 15 times)     Often (More than 15 times)

**6) How frequently have you or any members of your household visited WB park facilities during the last 12 months?**

Rarely (1 - 4 times)     Sometimes (5 - 10 times)     Frequently (11 - 15 times)     Often (More than 15 times)

**7) Please provide any recommendations the Town can consider to increase your utilization of park facilities and/or participation in programming:**

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**8) In your opinion, what are the **four (4)** most important new and/or **improved** recreational programs, services, events, and activities the Town of Wrightsville Beach Parks and Recreation Department needs to provide in the future?**

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_
- 4) \_\_\_\_\_
- 5) \_\_\_\_\_

It is my opinion that the Town of Wrightsville Beach Parks and Recreation Department does not need to provide any new or additional recreational programs, services, events, or activities.

**9) In your opinion, what are the **four (4)** most important new and/or additional recreational facilities, amenities, and features the Town of Wrightsville Beach needs to provide in the future?**

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_
- 4) \_\_\_\_\_
- 5) \_\_\_\_\_

It is my opinion that the Town of Wrightsville Beach Parks and Recreation Department does not need to provide any new or additional recreational facilities, areas, or parks.

**7) Which of the following Town of Wrightsville Beach Parks and Recreation Department recreational facilities, areas, and parks have you or any members of your household visited or used during the last 12 months? Please mark all that apply.**

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> South Channel Park     | <input type="checkbox"/> Fran Russ Recreation Center | <input type="checkbox"/> Durwood Sykes Sunset Park |
| <input type="checkbox"/> Greensboro Street Park | <input type="checkbox"/> Lee's Nature Park           | <input type="checkbox"/> Harbor Way Gardens        |
| <input type="checkbox"/> John Nesbitt Loop      | <input type="checkbox"/> Wynn Plaza                  |  |

WRIGHTSVILLE BEACH PARK FACILITIES:

<input type="checkbox"/> Soccer Field	<input type="checkbox"/> Event Stage	<input type="checkbox"/> Softball Field
<input type="checkbox"/> Basketball Courts	<input type="checkbox"/> Inclusive Playground	<input type="checkbox"/> Exercise Equipment
<input type="checkbox"/> Pickleball Courts	<input type="checkbox"/> Picnic Shelters	<input type="checkbox"/> Gaga Ball Pit
<input type="checkbox"/> Tennis Courts	<input type="checkbox"/> Tennis Back Wall	
<input type="checkbox"/> Other (please specify) _____		
<input type="checkbox"/> Other (please specify) _____		
<input type="checkbox"/> I/we haven't visited/used any of these recreation facilities, areas, and parks during the last 12 months. (Move to question 9.)		

**10) In your experience using and visiting Town parks and facilities, please provide feedback on what you would like to see improved in these areas:**

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**11) Would you support the Town making the necessary capital investments to support the following new facilities and amenities?**

FACILITY	SUPPORT	NO OPINION	DO NOT SUPPORT
Gym/Recreation Center			
Community Center			
Skateboard Park			
Water Access Facilities			
Beach Access/Restroom/Shower Additions			
Indoor Swimming Pool			
Outdoor Swimming Pool			
New Multi-Use Paths			

**HOW ARE WE DOING?**

**12) Please circle your rating for the questions below where “1” indicates “Totally Disagree” and “8” indicates “Totally Agree”.**

The variety of programs, services, events, activities offered by Parks & Rec is appropriate.	1	2	3	4	5	6	7	8
The quality of programs, services, events, activities offered by Parks & Rec is appropriate.	1	2	3	4	5	6	7	8
The existing programs, services, events, and activities meet the needs of my household.	1	2	3	4	5	6	7	8
I am satisfied with the quality of the facilities, areas, and parks provided by the Town.	1	2	3	4	5	6	7	8
The existing facilities, areas, and parks meet the needs of my household.	1	2	3	4	5	6	7	8
The Town needs to improve existing recreational facilities, areas, and parks.	1	2	3	4	5	6	7	8
The Town needs to provide new recreational facilities, amenities, areas, and parks.	1	2	3	4	5	6	7	8
The Town is an accessible place for persons with disabilities and other special needs.	1	2	3	4	5	6	7	8

The Town is bike friendly; a safe place to bike.	1	2	3	4	5	6	7	8
The Town is pedestrian friendly; a safe place to walk.	1	2	3	4	5	6	7	8
The Town provides adequate open space and/or green space facilities.	1	2	3	4	5	6	7	8
The Town should prioritize green space preservation and impervious surface improvements when considering new projects and improvements	1	2	3	4	5	6	7	8

**13) If you would like to receive email communications regarding Town activities, please provide your email address:**

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**14) Please provide any additional feedback or comments related to the Town of Wrightsville Beach Parks & Recreation Department that may not have been covered in the survey:**

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*Thank you for your time and assistance in helping us to sustain and improve our facilities and services.*

**TOWN OF WRIGHTSVILLE BEACH, NC  
SPECIAL EVENT PERMIT APPLICATION**

Wrightsville Beach Parks & Recreation Department  
P. O. Box 626, Wrightsville Beach, NC 28480  
(910) 256-7925

A SEPARATE APPLICATION MUST BE COMPLETED FOR EACH EVENT DATE.  
PLEASE TYPE OR PRINT LEGIBLY AND INCLUDE THE APPROPRIATE FEE WITH APPLICATION

**FOR OFFICE USE ONLY**

New  Recurring  
PRAC Recommendation:  
 Approve  
 Approve w/ Conditions  
 Do Not Approve

Participants / Fee Per Day:

1-25	\$130
26-100	\$180
101-199	\$250
200-400	\$400
401-600	\$500
<input checked="" type="checkbox"/> 601-1,000	\$600
1,001-2,000	\$700
2,001-3,000	\$800
3,001-4,000	\$900
4,001+	\$1,500

SEP Security Deposit:  
Participants / Fee

0-199	\$0
200-400	\$200
401-600	\$500
<input checked="" type="checkbox"/> 601-1,000	\$1,000
1,001-2,000	\$1,500
2,001+	\$2,000

Non-profit organization?  
Yes  No

Tax Exempt ID: \_\_\_\_\_

Time between Setup to  
8 am & 10 pm? Prior 8am

Number of Hours 10

Rain date necessary?  
Yes  No

Park Facility Reserved?  
Yes  No  Not Required

Portable toilets needed?  
 Yes  No  Not Required

Trash Disposal Service?  
Yes  No  Not Required

Organizer to remove

Health Dept permit?  
Yes  No  Not Required

1. Description of event: Surfers Healing NC Autism Camp

2. Event Day and Date: Monday August 17, 2026

Timeframe needed: Set up 6:30 AM  am  pm to Tear down 5:00 PM  am  pm

Event start time: 9:00 AM  am  pm Event end time: 4:30 PM  am  pm

3. Estimated number of participants (including spectators): 800

4. Location: Stone Street access to Birmingham access

5. Individual making request: Nikki Bascome

Complete Mailing Address: 4104 Waylon Rd, Wilmington NC 28411

Phone Number: 910-233-7011 E-mail: admin@surfershealingnc.org

6. Individual who will be on site and in charge of activity: Nikki Bascome/Jeff Ekberg

Complete Mailing address: 4104 Waylon Rd, Wilmington NC 28411

Phone Number: 910-233-7011 E-mail: admin@surfershealingnc.org

7. Sponsoring organization/corporation (if applicable): Surfers Healing Autism Foundation

Contact: Nikki Bascome

Complete Mailing Address: 4104 Waylon Rd Wilmington NC 28411

Phone Number: 910 233 7011 E-mail: admin@surfershealingnc.org

8. Briefly describe provisions for the following:

Toilet facilities: portable restrooms at Birmingham St access

Trash disposal: We will remove all trash from island by truck at close of eve (Plastic and aluminum must be recycled. Use of styrofoam and glass is prohibited.)

Parking: Port City Community Church with shuttle running throughout the day

Electrical power and/or water needs: N/A

9. Will food be served? Yes If yes, has permit from Health Dept. been obtained? No

Please explain: Food is donated & delivered by local restaurants

**FOR OFFICE USE ONLY**

SEP Fee: <u>\$600 ck 1033</u>	PD Contract: <u>COI</u>
Facility Use Fee: <u>—</u>	OR Contract: <u>Review activities with OR</u>
<u>HOLD</u> Security Deposit: <u>\$1,000 ck 1034</u>	COI: <u>2 weeks prior w/current beach conditions</u>
Parking Fees: _____	
Traffic Cones: _____	TOTAL PAID: <u>\$600 + 50</u>
TOTAL DUE: <u>\$1,600</u>	Check #: <u>1033</u>
	UNLOCK TOWN HALL BREAKER BOX? <input checked="" type="checkbox"/> <u>Civic Rec</u>

**FOR OFFICE USE ONLY**

Site plan included?  
Yes  No  Not Required

Permit(s) needed for vehicle on the beach?  
Yes  No

Number needed: 1

Vehicle permit issued to:  
Surfers Healing  
Unload equip  
Vendors requested? If yes, attach a list of the vendors.  
Yes  No

\*Full road closure required? Yes  No

If yes, do you have NCDOT approval? Yes  No

Police support requested? Yes  No  Not Required

PD Comments:

Fire Department support requested? Yes  No  Not Required

FD Comments:

None 5/1

Ocean Rescue support requested? Yes  No  Not Required

OR Comments:

None 5/1

EMS support required? Yes  No

Certificate of Insurance obtained? Yes  No  Not Required   
To provide prior to event

10. Will there be any music, PA system, or loud activities (if any, briefly describe)? PA system

If yes, provide information specifying location and direction of noise-emitting devices along with proposed noise level, frequency, and duration: on the beach facing the ocean to not disturb residents

11. Will any banners, tents, stages, chairs, nets, decorations, etc., be used at this activity? YES

If so, what company is providing the equipment: Tents, tables, banners from Surfers Healing  
Describe equipment in detail and provide a sketched plan: Sketch of setup attached

12. Will there be sales of any types of souvenirs, t-shirts, food, drinks or other products on public property?

If so, describe in detail: YES. We will have tshirts, rashguards, and hats for participants to purchase

13. Is police assistance necessary? NO \*Are you requesting the closing of any streets? \_\_\_\_\_

If so, please specify: \_\_\_\_\_

\*Events requiring a complete road closure must pay a fee of \$0.50 per registered participant. Amount will be submitted with a statement attesting to the number of participants. Payment is due within fourteen (14) days of the event. The NC Department of Transportation requires a permit for road closures on state maintained roads.

Organizers of runs and other race events are responsible for providing traffic and/or crowd control which shall be handled by the Wrightsville Beach Police Department (or New Hanover County Sheriff's Department). Organizers of waterborne activities are responsible for providing adequate water safety resources to assure the safety of participants. Depending on the nature of the event, the Special Events Coordinator, Town Manager, or the Board of Aldermen may require police assistance with traffic/crowd control, additional Ocean Rescue support, and/or Emergency Medical Services support. Additional fees for these services may be incurred.

I understand that if my event requires a complete road closure, I am responsible for paying an additional fee of \$0.50 per registered participant. Payment is due within fourteen (14) days of the event.

I hereby certify that I am the authorized and responsible representative of the applying group and that I am at least 18 years of age. I understand that if any information is found not to be accurate, additional fees and/or fines may be assessed and/or my permit may be revoked.

I agree to comply with all town ordinances, rules, regulations, and other applicable laws.

I agree to save and keep the Town free and harmless from any and all loss or damages or claims for damages, including attorney's fees and litigation costs, arising from or out of the special event.

I agree to, upon request of the Special Events Coordinator, Town Manager, and/or the Board of Aldermen, to provide proof of general liability insurance listing the Town as an additionally insured with limits no less than 1 (one) million dollars.

I understand that if the event is cancelled, I will receive a refund of my application fee less \$15 administrative fee.  
**See attached memo for additional stipulations.**

Signature: Nikki Bascome Date: 4/28/2020

This application is hereby approved, this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Special Events Coordinator, Town of Wrightsville Beach, North Carolina

July 18, 2025

# SURF ZONE

Life Jacket tent

Children play area



Lifeguard



Food tent  
IF USED

Volunteer Sign-in  
(camp director stationed here)



T-shirt sales

Family Sign-in

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# OCEAN RESCUE/POLICE RIGHT OF WAY

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BIRMINGHAM

Port-a-potties

OCEANIC

STONE STREET

**TOWN OF WRIGHTSVILLE BEACH, NC  
SPECIAL EVENT PERMIT APPLICATION**

A SEPARATE APPLICATION MUST BE COMPLETED FOR EACH EVENT DATE.  
PLEASE TYPE OR PRINT LEGIBLY AND INCLUDE THE APPROPRIATE FEE WITH APPLICATION

Wrightsville Beach Parks & Recreation Department  
P. O. Box 626, Wrightsville Beach, NC 28480  
(910) 256-7925

**FOR OFFICE USE ONLY**

New  Recurring

PRAC Recommendation:  
 Approve  
 Approve w/ Conditions  
 Do Not Approve

Participants / Fee Per Day:

1-25	\$130
26-100	\$180
101-199	\$250
200-400	\$400
401-600	\$500
601-1,000	\$600
1,001-2,000	\$700
2,001-3,000	\$800
3,001-4,000	\$900
4,001+	\$1,500

SEP Security Deposit:  
Participants / Fee

0-199	\$0
200-400	\$200
401-600	\$500
601-1,000	\$1,000
1,001-2,000	\$1,500
2,001+	\$2,000

Non-profit organization?  
Yes  No

Tax Exempt ID: \_\_\_\_\_

Time between 8 am & 10 pm? Setup prior

Number of Hours All Day

Rain date necessary?  
Yes  No

Park Facility Reserved?  
Yes  No  Not Required

Portable toilets needed?  
Yes  No  Not Required

Trash Disposal Service?  
Yes  No  Not Required

Health Dept permit?  
Yes  No  Not Required

1. Description of event: YMCA Wrightsville Beach Triathlon Bike Check and Packet Pickup

2. Event Day and Date: Friday September 25, 2025

Timeframe needed: Set up 10:00 am/pm to Tear down \_\_\_\_\_ am/pm

Event start time: 2:00 am/pm Event end time: 8:00 am/pm

3. Estimated number of participants (including spectators): 750

4. Location: Wrightsville Beach Park

5. Individual making request: Tom Clifford

Complete Mailing Address: 513 Bayfield Dr Wilmington, NC 28411

Phone Number: 910-297-4973 E-mail: tom@iamwithoutlimits.com

6. Individual who will be on site and in charge of activity: Tom Clifford

Complete Mailing address: 513 Bayfield Dr Wilmington, NC 28411

Phone Number: 910-297-4973 E-mail: tom@iamwithoutlimits.com

7. Sponsoring organization/corporation (if applicable): YMCA of Southeastern North Carolina

Contact: Ashley Barnes

Complete Mailing Address: 2710 Market Street Wilmington, NC 28403

Phone Number: 910-251-8196 E-mail: ashley.barnes@ymcasenc.org

8. Briefly describe provisions for the following:

Toilet facilities: Portable Facilities

Trash disposal: Wall Trash or GFL Cans around the venue  
(Plastic and aluminum must be recycled. Use of styrofoam and glass is prohibited.)

Parking: Request for all hard lots and grass parking around town hall

Electrical power and/or water needs: Yes

9. Will food be served? No If yes, has permit from Health Dept. been obtained? \_\_\_\_\_

Please explain: \_\_\_\_\_

**FOR OFFICE USE ONLY**

SEP Fee: <u>\$600</u> <u>\$700</u>	PD Contract: <u>Invoice/Fees</u>
Facility Use Fee: _____	OR Contract: <u>COI</u>
Security Deposit: <u>\$1,500</u>	COI: <u>Contracts for PD &amp; OR</u>
Parking Fees: _____	<u>Meebng</u>
Traffic Cones: _____	TOTAL PAID: <u>Trash disposal service?</u>
TOTAL DUE: _____	Check #: <u>Vendor List</u>

NC DOT Approval January 11, 2024  
Wynn Plaza Tickets

1/25  
2/6

packaged foods & permitted trucks on race day.

**FOR OFFICE USE ONLY**

Site plan included?

Yes  No  Not Required

Permit(s) needed for vehicle on the beach?

Yes  No

Number needed: \_\_\_\_\_

Vehicle permit issued to: \_\_\_\_\_

Vendors requested? If yes, attach a list of the vendors.

Yes  No

\*Full road closure required?  Yes  No

*Causeway for race day*

If yes, do you have NCDOT approval?  Yes  No

Police support requested?  Yes  No  Not Required

PD Comments: \_\_\_\_\_

Fire Department support requested?  Yes  No  Not Required

FD Comments: \_\_\_\_\_

Ocean Rescue support requested?  Yes  No  Not Required

*If available*  
OR Comments: \_\_\_\_\_

EMS support required?  Yes  No

*Race day only*

Certificate of Insurance obtained?  Yes  No  Not Required

*Must provide prior to event*

10. Will there be any music, PA system, or loud activities (if any, briefly describe)? \_\_\_\_\_  
PA announcements from 2:00pm to 7:00pm

If yes, provide information specifying location and direction of noise-emitting devices along with proposed noise level, frequency, and duration: \_\_\_\_\_

Speakers will be placed at the transition field and facing the fields

11. Will any banners, tents, stages, chairs, nets, decorations, etc., be used at this activity?  Yes

If so, what company is providing the equipment: Set Up Events and Without Limits

Describe equipment in detail and provide a sketched plan: Plans in attached documentation

12. Will there be sales of any types of souvenirs, t-shirts, food, drinks or other products on public property?

If so, describe in detail: Yes. Triathlon merchandise and race vendors similar to a farmers market

13. Is police assistance necessary?  No  Yes \*Are you requesting the closing of any streets?  No

If so, please specify: \_\_\_\_\_

\*Events requiring a complete road closure must pay a fee of \$0.50 per registered participant. Amount will be submitted with a statement attesting to the number of participants. Payment is due within fourteen (14) days of the event. The NC Department of Transportation requires a permit for road closures on state maintained roads.

*Organizers of runs and other race events are responsible for providing traffic and/or crowd control which shall be handled by the Wrightsville Beach Police Department (or New Hanover County Sheriff's Department). Organizers of waterborne activities are responsible for providing adequate water safety resources to assure the safety of participants. Depending on the nature of the event, the Special Events Coordinator, Town Manager, or the Board of Aldermen may require police assistance with traffic/crowd control, additional Ocean Rescue support, and/or Emergency Medical Services support. Additional fees for these services may be incurred.*

*I understand that if my event requires a complete road closure, I am responsible for paying an additional fee of \$0.50 per registered participant. Payment is due within fourteen (14) days of the event.*

*I hereby certify that I am the authorized and responsible representative of the applying group and that I am at least 18 years of age. I understand that if any information is found not to be accurate, additional fees and/or fines may be assessed and/or my permit may be revoked.*

*I agree to comply with all town ordinances, rules, regulations, and other applicable laws.*

*I agree to save and keep the Town free and harmless from any and all loss or damages or claims for damages, including attorney's fees and litigation costs, arising from or out of the special event.*

*I agree to, upon request of the Special Events Coordinator, Town Manager, and/or the Board of Aldermen, to provide proof of general liability insurance listing the Town as an additionally insured with limits no less than 1 (one) million dollars.*

*I understand that if the event is cancelled, I will receive a refund of my application fee less \$15 administrative fee.*

**See attached memo for additional stipulations.**

Signature: *[Signature]* Date: 5-6-2026

This application is hereby approved, this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Special Events Coordinator, Town of Wrightsville Beach, North Carolina

# TRAFFIC NOTICE

Dear Resident or Merchant,

On Saturday, September 26, 2026 the 46th Annual YMCA Wrightsville Beach Sprint Triathlon, presented by Novant, will take place between 6:30 AM and 10:30 AM. Hundreds of athletes will swim, bike, and run through Wrightsville Beach and portions of Wilmington to support the YMCA of Southeastern North Carolina.

## What to Expect on Race Morning

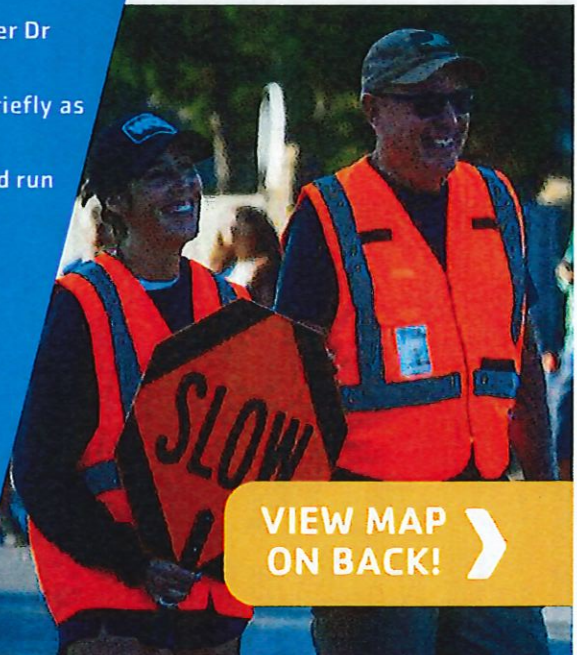
- Oleander Dr — reduced to one lane in each direction from 7:30 AM to 10:15 AM. Expect slow-moving traffic at Oleander Dr & Greenville Loop Rd.
- Airlie Rd Residents — between 6:30 AM and 9:00 AM please exit toward Oleander Dr (away from the beach) when driving out.
- Greenville Loop & Pine Grove — rolling bike course; deputies will pause traffic briefly as cyclists pass.
- Causeway Dr & Wrightsville Beach Bridge — intermittent delays for both bike and run legs; the bridge remains open to vehicles but plan extra time.

## Tips for a Smooth Morning

- Plan departures before 7:15 AM or after 10:00 AM whenever possible.
- If you must travel during the race, allow 10–15 extra minutes and follow deputy directions.
- Share this notice with employees, tenants, or guests who may be affected.

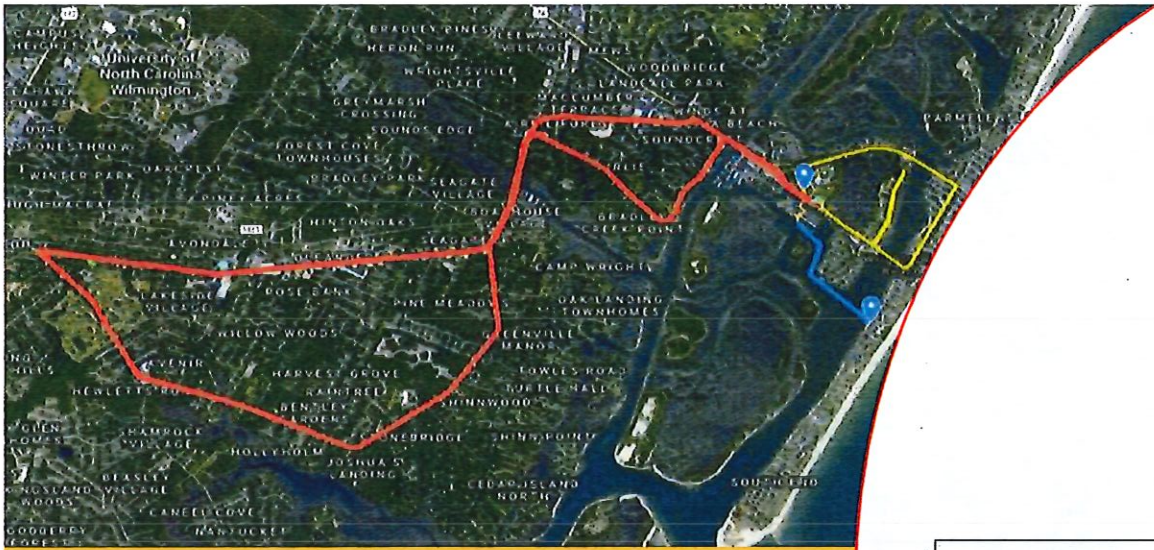
We recognize these temporary changes can be inconvenient and appreciate your patience.

Thank you for helping make the 46th YMCA Wrightsville Beach Sprint Triathlon a safe and memorable event!



VIEW MAP  
ON BACK! 

If you have any questions, please contact [ymcawbtri@gmail.com](mailto:ymcawbtri@gmail.com)



**PRSR STD  
ECRWSS  
U.S.POSTAGE  
PAID  
EDDM Retail**

[Learn More at ymcawbtri.com](http://ymcawbtri.com)

**LOCAL POSTAL  
CUSTOMER**

Swim	6:30 – 7:10 AM	Banks Channel (sound-side of Wrightsville Beach)
Bike	7:30 – 10:30 AM	Airlie Rd → Oleander Dr → Greenville Loop Rd → Pine Grove Dr → Oleander Dr → Causeway Dr back to the beach
Run	7:45 – 10:30 AM	Beach-side neighborhoods and Causeway Dr finishing at Wrightsville Beach Park

**TOWN OF WRIGHTSVILLE BEACH, NC  
SPECIAL EVENT PERMIT APPLICATION**

A SEPARATE APPLICATION MUST BE COMPLETED FOR EACH EVENT DATE.  
PLEASE TYPE OR PRINT LEGIBLY AND INCLUDE THE APPROPRIATE FEE WITH APPLICATION

Wrightsville Beach Parks & Recreation Department  
P. O. Box 626, Wrightsville Beach, NC 28480  
(910) 256-7925

**FOR OFFICE USE ONLY**

New  Recurring

PRAC Recommendation:  
 Approve  
 Approve w/ Conditions  
 Do Not Approve

Participants / Fee Per Day:

1-25	\$130
26-100	\$180
101-199	\$250
200-400	\$400
401-600	\$500
601-1,000	\$600
1,001-2,000	\$700
2,001-3,000	\$800
3,001-4,000	\$900
4,001+	\$1,500

SEP Security Deposit:  
Participants / Fee

0-199	\$0
200-400	\$200
401-600	\$500
601-1,000	\$1,000
1,001-2,000	\$1,500
2,001+	\$2,000

Non-profit organization?  
Yes  No

Tax Exempt ID: \_\_\_\_\_

Time between Start to Setup prior  
8 am & 10 pm?

Number of Hours 9

Rain date necessary?  
Yes  No

Park Facility Reserved?  
 Yes  No  Not Required

Portable toilets needed?  
 Yes  No  Not Required

Trash Disposal Service?  
Yes  No  Not Required

Health Dept permit?  
Yes  No  Not Required

Permitted Food Trucks

1. Description of event: YMCA Wrightsville Beach Triathlon

2. Event Day and Date: Saturday September 26, 2026

Timeframe needed: Set up 4:00 am/pm to Tear down 1:00 am/pm

Event start time: 6:50 am/pm  Event end time: 11:00 am/pm

3. Estimated number of participants (including spectators): 1500

4. Location: Wrightsville Beach Park, Seapath, Blockade Runner, John Nesbitt Loop

5. Individual making request: Tom Clifford

Complete Mailing Address: 513 Bayfield Dr Wilmington, NC 28411

Phone Number: 910-297-4973 E-mail: tom@iamwithoutlimits.com

6. Individual who will be on site and in charge of activity: Tom Clifford

Complete Mailing address: 513 Bayfield Dr Wilmington, NC 28411

Phone Number: 910-297-4973 E-mail: tom@iamwithoutlimits.com

7. Sponsoring organization/corporation (if applicable): YMCA of Southeastern North Carolina

Contact: Ashley Barnes

Complete Mailing Address: 2710 Market Street Wilmington, NC 28403

Phone Number: 910-251-8196 E-mail: ashley.barnes@ymcasenc.org

8. Briefly describe provisions for the following:

Toilet facilities: 44 total (30 at town hall and 6 at Wynn Plaza Parking Lot)

Trash disposal: Wall Trash or GFL Cans around the venue  
*(Plastic and aluminum must be recycled. Use of styrofoam and glass is prohibited.)*

Parking: Request for all hard lots and grass parking around town hall

Parking crew will be On Target Staffing

See attached parking location plan

Electrical power and/or water needs: Yes

9. Will food be served? Yes If yes, has permit from Health Dept. been obtained? \_\_\_\_\_

Please explain: Food trucks on site with their own permit. Typical post race packaged snacks for athletes

**FOR OFFICE USE ONLY**

SEP Fee: \_\_\_\_\_ PD Contract: \_\_\_\_\_ See Friday Events

Facility Use Fee: See Friday Events OR Contract: \_\_\_\_\_

Security Deposit: See Friday Events COI: \_\_\_\_\_

Parking Fees: \_\_\_\_\_

Traffic Cones: \_\_\_\_\_ TOTAL PAID: \_\_\_\_\_

TOTAL DUE: \_\_\_\_\_ Check #: \_\_\_\_\_

**FOR OFFICE USE ONLY**

Site plan included?  
Yes  No  Not Required

Permit(s) needed for vehicle on the beach?  
Yes  No

Number needed: \_\_\_\_\_

Vehicle permit issued to: \_\_\_\_\_

Vendors requested? If yes, attach a list of the vendors.  
Yes  No

\*Full road closure required? Yes  No   
Causeway

If yes, do you have NCDOT approval? Yes  No

Police support requested?  
Yes  No  Not Required

PD Comments:  
\_\_\_\_\_  
\_\_\_\_\_

Fire Department support requested?  
Yes  No  Not Required

FD Comments:  
\_\_\_\_\_  
\_\_\_\_\_

Ocean Rescue support requested?  
Yes  No  Not Required   
If available  
OR Comments:  
\_\_\_\_\_  
\_\_\_\_\_

EMS support required?  
Yes  No

Certificate of Insurance obtained?  
Yes  No  Not Required

Must provide prior to event.

10. Will there be any music, PA system, or loud activities (if any, briefly describe)? \_\_\_\_\_

PA announcements from 5:00am to 10:30am and Music from 6:00am to 11:00am

If yes, provide information specifying location and direction of noise-emanating devices along with proposed noise level, frequency, and duration: \_\_\_\_\_

Speakers will be placed in the transition field and facing the fields

11. Will any banners, tents, stages, chairs, nets, decorations, etc., be used at this activity? Yes

If so, what company is providing the equipment: Set Up Events and Without Limits

Describe equipment in detail and provide a sketched plan: Plans in attached documentation

12. Will there be sales of any types of souvenirs, t-shirts, food, drinks or other products on public property?

If so, describe in detail: Yes. Triathlon merchandise and race vendors similar to a farmers market

13. Is police assistance necessary? Yes  \*Are you requesting the closing of any streets? Yes

If so, please specify: See TCP: Causeway Dr. between Seapath and Town Hall

Waynick by Blockade Runner will have 1 Lane closure along with 1 lane of the bridge.

\*Events requiring a complete road closure must pay a fee of \$0.50 per registered participant. Amount will be submitted with a statement attesting to the number of participants. Payment is due within fourteen (14) days of the event. The NC Department of Transportation requires a permit for road closures on state maintained roads.

*Organizers of runs and other race events are responsible for providing traffic and/or crowd control which shall be handled by the Wrightsville Beach Police Department (or New Hanover County Sheriff's Department). Organizers of waterborne activities are responsible for providing adequate water safety resources to assure the safety of participants. Depending on the nature of the event, the Special Events Coordinator, Town Manager, or the Board of Aldermen may require police assistance with traffic/crowd control, additional Ocean Rescue support, and/or Emergency Medical Services support. Additional fees for these services may be incurred.*

*I understand that if my event requires a complete road closure, I am responsible for paying an additional fee of \$0.50 per registered participant. Payment is due within fourteen (14) days of the event.*

*I hereby certify that I am the authorized and responsible representative of the applying group and that I am at least 18 years of age. I understand that if any information is found not to be accurate, additional fees and/or fines may be assessed and/or my permit may be revoked.*

*I agree to comply with all town ordinances, rules, regulations, and other applicable laws.*

*I agree to save and keep the Town free and harmless from any and all loss or damages or claims for damages, including attorney's fees and litigation costs, arising from or out of the special event.*

*I agree to, upon request of the Special Events Coordinator, Town Manager, and/or the Board of Aldermen, to provide proof of general liability insurance listing the Town as an additionally insured with limits no less than 1 (one) million dollars.*

*I understand that if the event is cancelled, I will receive a refund of my application fee less \$15 administrative fee.*

**See attached memo for additional stipulations.**

Signature: [Signature] Date: 5-6-2026

This application is hereby approved, this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Special Events Coordinator, Town of Wrightsville Beach, North Carolina

January 11, 2024



# Town of Wrightsville Beach

321 Causeway Drive, PO Box 626, Wrightsville Beach, NC 28480 (910) 256 - 7900

## REQUEST FOR OFF-DUTY PUBLIC SAFETY EMPLOYMENT

Off-Duty Employment is strictly voluntary; thus, all requests may not be filled.

Services Requested:  Fire Department  Ocean Rescue  Police Department  Park Ranger

### Purpose of Request

Event Name/Purpose of Contract: YMCA Wrightsville Beach Triathlon  
Description of Activity: Triathlon (Swim Bike Run)  
Date of Event: 9-26-2026 Start Time: 6:50  AM  PM End Time: 11:00  AM  PM

### Contact Information

Name of contact person present at event: Tom Clifford Cell# 910-297-4973  
Name of Applicant: Tom Clifford Cell# \_\_\_\_\_  
Applicant's Relation to Activity: Event Director

### Billing Information

Business Name: YMCA of Southeastern North Carolina Telephone: 910-251-8196  
Billing Address: 2710 Market Street Wilmington, NC 28403  
Street Address: \_\_\_\_\_

### Contract Rates (Four-Hour Minimum)

Contact Information		Description	Qty Req	Rate	FOR OFFICE USE ONLY
(910) 256-7920	Fire Chief	Firefighters		@ \$50.00/hour	\$
(910) 256-7920	Dave Baker	Lifeguards	10	@ \$50.00/hour	\$
		Personal Watercraft	2-4	@ \$50.00/hour	\$
		Ocean Rescue ATV		@ \$50.00/hour	\$
(910) 256-7945	Captain Bishop	Police Officers	8	@ \$50.00/hour	\$
		Police Vehicle		@ \$50.00/day	\$
(910) 256-7937	Tony Wilson	Park Ranger		@ \$50.00/hour	\$
		Park Ranger Vehicle		@ \$50.00/day	\$
Total Contract Amount					\$

Please provide a summary of expected duties. Additional notes may be continued on the back of this form.

The applicant understands that all employees may be called back to active duty in the event of an emergency. A prorated invoice will be generated if such an instance should arise.

**CANCELLATION NOTICE:** A 24-hour cancellation notice is required. If you need to cancel the request, call the contact number listed above. If the applicant fails to comply with the 24-hour cancellation notice, payment is due in full. The applicant hereby agrees to the terms listed above and payment of services incurred under this agreement.

[Signature] \_\_\_\_\_ 5-6-2026  
Signature of Applicant Date

### FOR TOWB STAFF USE ONLY:

Approved by Fire Chief \_\_\_\_\_ Date \_\_\_\_\_ Approved by Planning & Parks Director \_\_\_\_\_ Date \_\_\_\_\_  
Approved by Police Chief \_\_\_\_\_ Date \_\_\_\_\_ Approved by Town Manager \_\_\_\_\_ Date \_\_\_\_\_  
Invoice mailed (initial, date) \_\_\_\_\_ Payment received (initial, date) \_\_\_\_\_

PERMIT REQUIRED?  FILMING  SPECIAL EVENT  NONE REQUIRED

## 2026 YMCA Wrightsville Beach Triathlon

### 2026 YMCA WRIGHTSVILLE BEACH TRIATHLON

#### Operations, Safety & Traffic Plan

Race Date: Saturday, September 26, 2026

#### [COURSE MAP](#)

#### 2026 Safety Plan

**Event: 2026 YMCA Wrightsville Beach Triathlon**

**Location: Swim start at the Blockade Runner**

**Race Director: Tom Clifford**

**Assistant: Kristen Smith**

#### Safety

- Lifeguards stationed from the Blockade Runner sound side shoreline to Seapath Marina
- At least one lifeguard or water support per 35 participants
- Lifeguards will be on kayaks, paddleboards, and at least two motorized boats for emergency extractions

#### Race Start

- Begins in waves
- Colored caps provided for each wave to monitor swim duration

#### Emergency Services

- Dedicated EMS unit on site throughout the event
- Ambulance stationed at Blockade Runner (Swim Start)
  - Will move to Finish Line

#### Rescue Points

- Swimmers in distress during the channel cross will be escorted back to Blockade Runner - EMS will be on Sandby
- Post-channel crossing distress: swimmers will exit at Harbor Island Park or be placed in a rescue boat

#### Traffic Control

- Police stationed at all traffic intersections crossed by participants

#### Youth Triathlon

- Additional parents and staff in the water
- Course layout: out and back with 1 buoys
- Mandatory walk-through the evening before the event

## Event Timeline

### YMCA Wrightsville Beach Triathlon — September 25–26, 2026

<b>FRIDAY, SEPTEMBER 25, 2026</b>	
<b>10:00 AM</b>	Crew arrives at WB Park to set up: <ul style="list-style-type: none"> <li>• Ice, tents, possible stage, bathrooms, music</li> <li>• Vendor and Transition Area (TA) setups</li> </ul>
<b>2:00 PM – 7:00 PM</b>	Packet pickup at the park
<b>Parking</b>	Spaces will be blocked in front of Blockade Runner
<b>5:00 PM – 6:00 PM</b>	Athlete meetings at WB Park
<b>SATURDAY, SEPTEMBER 26, 2026 — RACE DAY</b>	
<b>3:00 AM</b>	Crew arrives to set up WB Park and course
<b>5:00 AM</b>	Participants arrive; PA announcements start
<b>5:00 AM – 6:30 AM</b>	Packet pickup
<b>5:15 AM</b>	Officers report to Police Department training room for briefing
<b>5:30 AM</b>	Traffic control setup begins (cones, signage, barrier tape) Music starts
<b>6:30 AM</b>	Causeway Drive closed to traffic

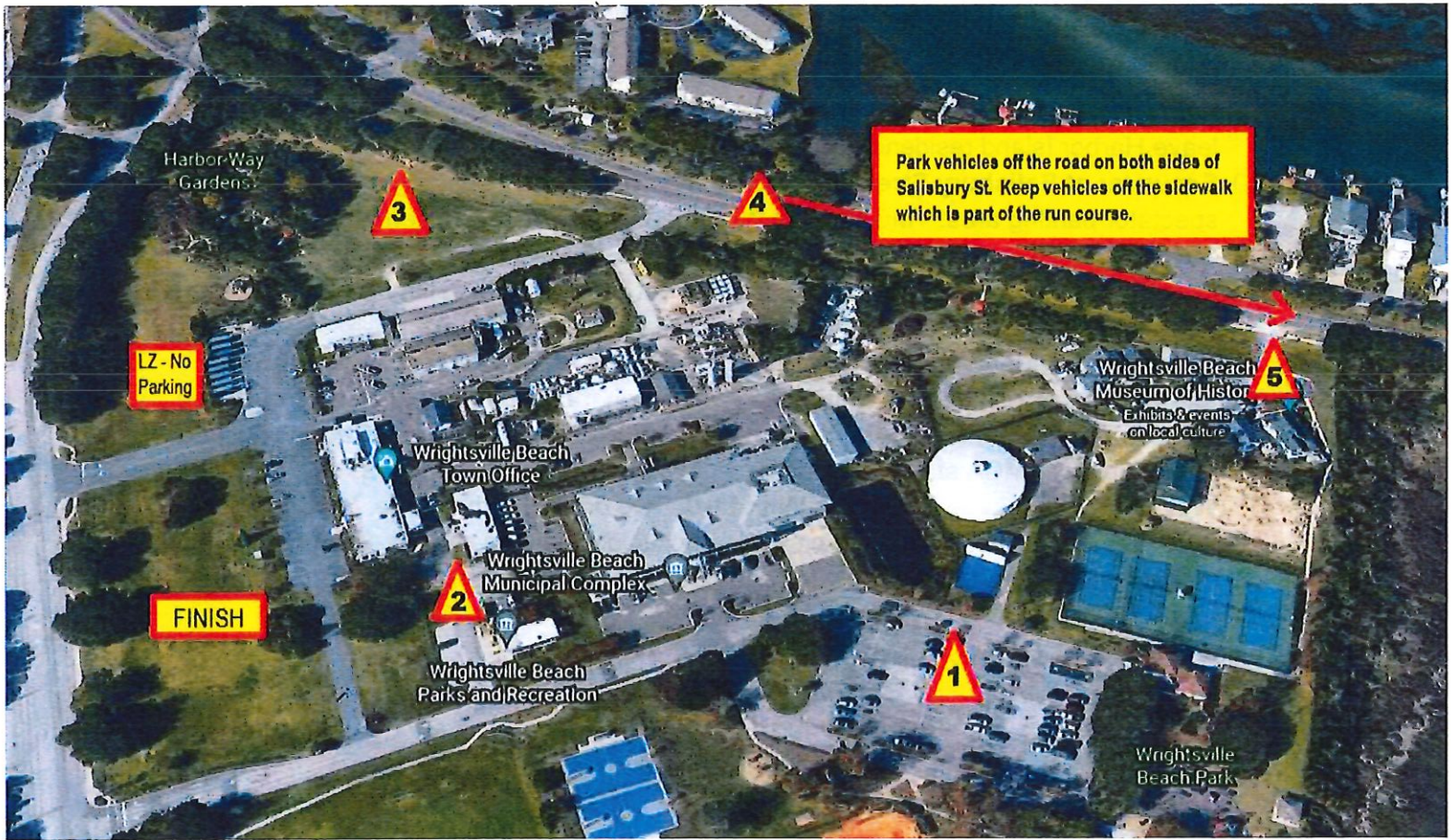
6:50 AM	Triathlon begins
7:00 AM – 7:10 AM	Swimmers transition from Seapath to WB Park
7:10 AM – 7:20 AM	First cyclists begin bike course
7:40 AM – 7:50 AM	First cyclists return to beach Final swimmers nearing exit
7:50 AM – 8:00 AM	First participant begins the run
8:00 AM	Youth start at Seapath First athlete finishes the race
10:00 AM	Last participant off the bike Causeway Drive reopens
10:00 AM – 12:00 PM	Post-race party at WB Park with music
11:00 AM	Last participant finishes the race Normal traffic resumes Officers cleared as directed by the Incident Commander (IC)
11:00 AM – 3:00 PM	Tear down

### **Cones and Officers**

#### ***WBPD officer locations and traffic cone placements (in addition to those marking the race route)***

1. **Causeway at Gazebo (1):** Officer vehicle stationed on Causeway in the area of the gazebo to block westbound traffic on Causeway. Vehicles must turn around and exit via N. Lumina and Salisbury. YMCA to drop 8 cones for WBPD use.
2. **Causeway / Bob Sawyer (2):** Two officers stationed on Causeway at Bob Sawyer to keep the transition area safe and free from spectators. They may also coordinate with the officer at Seacrest for vehicles exiting Seapath. Those vehicles will be directed to Seacrest where they will leave the beach via the boat ramp.

3. **Seawater Lane at Causeway:** YMCA to cone the municipal complex entrance to prevent vehicle access. Volunteer needed to move traffic cones as necessary for emergency ingress and egress.
4. **Causeway / Seacrest (1):** One officer at Seacrest to coordinate any traffic that may be coming out of Seapath. YMCA to block parking spaces with cones to be moved on event day for vehicles to exit Seapath to Seacrest.
5. **Old Causeway at Causeway:** YMCA to cone as necessary to prevent vehicle access.
6. **Old Causeway Crossover:** YMCA to cone as necessary to prevent vehicle access.
7. **Causeway / Salisbury at flashing light:** One officer with vehicle. YMCA to drop 10 cones for WBPD use.
8. **Keel Street at Hwy 74/76:** YMCA to place cones "thick" in this area to prevent vehicles from crossing the bike lane.
9. **Drawbridge & Boat Ramp (3):** Park Ranger at boat ramp entrance coordinating traffic with volunteers, one on either side of the drawbridge, for residents needing to enter or leave Harbor Island residences and businesses.
10. **Seawater at Salisbury Street:** Access for municipal employees only and exit from spectator parking area. YMCA needs to provide cones to prevent vehicle access from Salisbury Street. Volunteer to move traffic cones as necessary.
11. **Bob Sawyer and Gene Floyd:** YMCA to set out cones to prevent vehicles from exiting until the last bike has entered the transition area.
12. **Waynick at Causeway (2):** Two officers with vehicle at the intersection of Causeway and Waynick. Once Causeway is closed to through traffic, officers will direct traffic onto North Lumina Ave. Local traffic can access homes and businesses on Causeway up to the Moorings. YMCA staff is allowed access to the event transition area.
13. **Waynick at Blockade Runner (swim start):** Two officers with vehicle. YMCA to set out 30 cones late Thursday evening prior to race to block parking spaces. Saturday morning, cones to be moved to mark outside southbound lane. Participants will be walking to start from WB Park.



Harbor Way Gardens

LZ - No Parking

FINISH

3

Wrightsville Beach Town Office

2

Wrightsville Beach Municipal Complex

Wrightsville Beach Parks and Recreation

4

Park vehicles off the road on both sides of Salisbury St. Keep vehicles off the sidewalk which is part of the run course.

1

Wrightsville Beach Museum of History

Exhibits & events on local culture

5

Wrightsville Beach Park



Harbor-Way Gardens



Park vehicles off the road on both sides of Salisbury St. Keep vehicles off the sidewalk which is part of the run course.

LZ - No Parking



Wrightsville Beach Museum of History  
Exhibits & events on local culture

Wrightsville Beach Town Office

Wrightsville Beach Municipal Complex



FINISH

Wrightsville Beach Parks and Recreation



Wrightsville Beach Park



Wrightsville Beach Parks & Recreation  
 4 Russ Drive  
 Wrightsville Beach, NC 28480  
 Phone: 910-256-7925  
 E-mail: parksandrecreation@towb.org

# Invoice

**Bill to:** YMCA of Southeastern North Carolina  
 2710 Market Street  
 Wilmington, NC 28403

**Invoice Number:** 06042026  
**Invoice Date:** 6/4/2026

<b>YMCA TRIATHLON Special Event Permit and Facility Reservation Fees</b>		
Friday, September 25, 2026	Special Event Permit Fee (601—1,000)	\$600
Bike Check In	Facility Reservation—Soccer Field	\$175
	Facility Reservation—Town Hall Field	\$175
Saturday, September 27, 2025	Special Event Permit Fee (1,001—2,000)	\$700
Triathlon Event	Facility Reservation—Soccer Field	\$175
	Facility Reservation—Town Hall Field	\$175
	13 Parking Spaces on Waynick Blvd. @ \$30	\$390
	Refundable Security Deposit	\$1,500
	<b>TOTAL</b>	<b>\$3,890</b>

Remit Payment To: Wrightsville Beach Parks and Recreation  
 P.O. Box 626  
 Wrightsville Beach, NC 28480

Services provided by the Wrightsville Beach Police Department and/or Wrightsville Beach Ocean Rescue under an approved contract will be invoiced following the event and services rendered.

**SPECIAL EVENT PERMIT APPLICATION**

P. O. Box 626, Wrightsville Beach, NC 28480  
(910) 256-7925

A SEPARATE APPLICATION MUST BE COMPLETED FOR EACH EVENT DATE.

PLEASE TYPE OR PRINT LEGIBLY AND INCLUDE THE APPROPRIATE FEE WITH APPLICATION

**FOR OFFICE USE ONLY**

New  Recurring

PRAC Recommendation:

- Approve
- Approve w/ Conditions
- Do Not Approve

Participants / Fee Per Day:

<input type="checkbox"/>	1-25	\$130
<input checked="" type="checkbox"/>	26-100	\$180
<input type="checkbox"/>	101-199	\$250
<input type="checkbox"/>	200-400	\$400
<input type="checkbox"/>	401-600	\$500
<input type="checkbox"/>	601-1,000	\$600
<input type="checkbox"/>	1,001-2,000	\$700
<input type="checkbox"/>	2,001-3,000	\$800
<input type="checkbox"/>	3,001-4,000	\$900
<input type="checkbox"/>	4,001+	\$1,500

SEP Security Deposit:

Participants / Fee		
<input type="checkbox"/>	0-199	\$0
<input checked="" type="checkbox"/>	200-400	\$200
<input type="checkbox"/>	401-600	\$500
<input type="checkbox"/>	601-1,000	\$1,000
<input type="checkbox"/>	1,001-2,000	\$1,500
<input type="checkbox"/>	2,001+	\$2,000

Non-profit organization?

Yes  No

Tax Exempt ID: To provide

Time between Set Up  
8 am & 10 pm? Prior to 8am

Number of Hours \_\_\_\_\_

Rain date necessary?

Yes  No

Park Facility Reserved?

Yes  No  Not Required

Portable toilets needed?

Yes  No  Not Required

Trash Disposal Service?

Yes  No  Not Required

Health Dept. permit?

Not Required

1. Description of event: The Climb is a free, family-friendly annual event supporting perinatal mental health

Leaders and therapists share resources, psychoeducation, and community support, with activities such

family yoga, speakers

2. Event Day and Date: October 10, 2026

Timeframe needed: Set up 7am  am/pm to Tear down 12pm  am/pm

Event start time: 9  am/pm Event end time: 11  am/pm

3. Estimated number of participants (including spectators): 50 - 100

4. Location: WB stage and the grassy area in front

5. Individual making request: Emily Barlas

Complete Mailing Address: 2012 MacCumber Lane, Wilmington NC 28403

Phone Number: 9104093329 E-mail: emily@capefearpsych.com

6. Individual who will be on site and in charge of activity: Emily Barlas

Complete Mailing address: 2012 MacCumber Lane, Wilmington NC 28403

Phone Number: 9104093329 E-mail: emily@capefearpsych.com

7. Sponsoring organization/corporation (if applicable): Postpartum Support International

Contact: Dani Giddens

Complete Mailing Address: 6706 SW 54th Avenue Portland, Oregon 97219-1335 USA

Phone Number: 503-894-9453 E-mail: dani@postpartum.net

8. Briefly describe provisions for the following:

Toilet facilities: WB public toilets

Trash disposal: Minimal trash expected. All trash will be disposed of  
*(Plastic and aluminum must be recycled. Use of styrofoam and glass is prohibited.)*

Parking: Public WB parking

Electrical power and/or water needs: Plug for microphone

9. Will food be served? Yes If yes, has permit from Health Dept. been obtained? No

Please explain: Child friendly pre-packaged snacks will be available, along with juice boxes and water

**FOR OFFICE USE ONLY**

SEP Fee: <u>\$180</u>	PD Contract: <u>COI</u>
Facility Use Fee: <u>\$90</u>	OR Contract: <u>Fees</u>
Security Deposit: <u>\$200</u>	COI: <u>Parking Info</u>
Parking Fees: _____	<u>Trash</u>
Traffic Cones: _____	TOTAL PAID: <u>\$470</u> <input checked="" type="checkbox"/> <u>Civiclee</u>
TOTAL DUE: <u>\$270</u> <u>+ \$200</u>	Check #: <u>CC</u>

UNLOCK TOWN HALL BREAKER BOX?

Site plan included?  
Yes  No  Not Required

Permit(s) needed for vehicle on the beach?  
Yes  No

Number needed: \_\_\_\_\_

Vehicle permit issued to: \_\_\_\_\_

Vendors requested? If yes, attach a list of the vendors.  
Yes  No

\*Full road closure required? Yes  No

If yes, do you have NCDOT approval? Yes  No

Police support requested?  
Yes  No  Not Required

PD Comments:  
\_\_\_\_\_  
\_\_\_\_\_

Fire Department support requested?  
Yes  No  Not Required

FD Comments:  
\_\_\_\_\_  
\_\_\_\_\_

Ocean Rescue support requested?  
Yes  No  Not Required

OR Comments:  
\_\_\_\_\_  
\_\_\_\_\_

EMS support required?  
Yes  No

Certificate of Insurance obtained?  
Yes  No  Not Required

To provide prior to event

to help attendees hear speakers clearly from the stage, projected through a single speaker.

If yes, provide information specifying location and direction of noise-emanating devices along with proposed noise level, frequency, and duration: Single speaker projected from stage towards grassy area. Moderate noise level to be heard by attendees throughout event.

11. Will any banners, tents, stages, chairs, nets, decorations, etc., be used at this activity?  Yes

If so, what company is providing the equipment: Postpartum Support International Banner

Describe equipment in detail and provide a sketched plan: Tables highlighting community resources in grassy area. Plan attached

12. Will there be sales of any types of souvenirs, t-shirts, food, drinks or other products on public property?

If so, describe in detail: No

13. Is police assistance necessary?  No  Yes  \*Are you requesting the closing of any streets? \_\_\_\_\_

If so, please specify: \_\_\_\_\_

\*Events requiring a complete road closure must pay a fee of \$0.50 per registered participant. Amount will be submitted with a statement attesting to the number of participants. Payment is due within fourteen (14) days of the event. The NC Department of Transportation requires a permit for road closures on state maintained roads.

Organizers of runs and other race events are responsible for providing traffic and/or crowd control which shall be handled by the Wrightsville Beach Police Department (or New Hanover County Sheriff's Department). Organizers of waterborne activities are responsible for providing adequate water safety resources to assure the safety of participants. Depending on the nature of the event, the Special Events Coordinator, Town Manager, or the Board of Aldermen may require police assistance with traffic/crowd control, additional Ocean Rescue support, and/or Emergency Medical Services support. Additional fees for these services may be incurred.

I understand that if my event requires a complete road closure, I am responsible for paying an additional fee of \$0.50 per registered participant. Payment is due within fourteen (14) days of the event.

I hereby certify that I am the authorized and responsible representative of the applying group and that I am at least 18 years of age. I understand that if any information is found not to be accurate, additional fees and/or fines may be assessed and/or my permit may be revoked.

I agree to comply with all town ordinances, rules, regulations, and other applicable laws.

I agree to save and keep the Town free and harmless from any and all loss or damages or claims for damages, including attorney's fees and litigation costs, arising from or out of the special event.

I agree to, upon request of the Special Events Coordinator, Town Manager, and/or the Board of Aldermen, to provide proof of general liability insurance listing the Town as an additionally insured with limits no less than 1 (one) million dollars.

I understand that if the event is cancelled, I will receive a refund of my application fee less \$15 administrative fee.

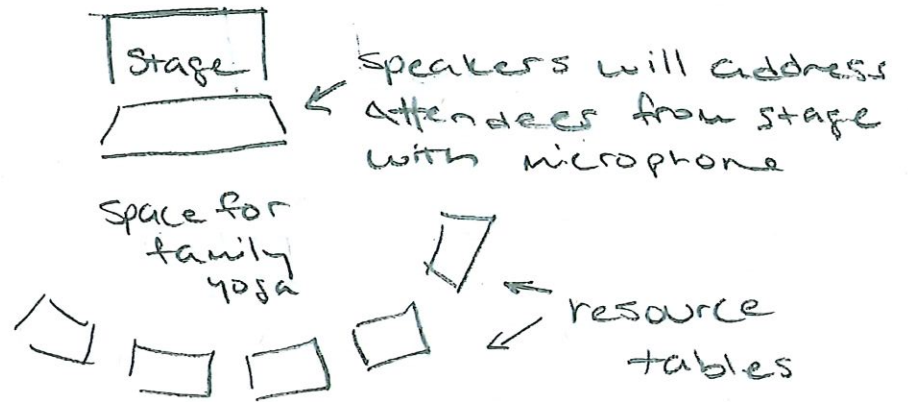
**See attached memo for additional stipulations.**

Signature: Emily Barclay Date: 5/4/2020

This application is hereby approved, this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Special Events Coordinator, Town of Wrightsville Beach, North Carolina

The Climb  
October 10, 2024  
Special Event Plan



**TOWN OF WRIGHTSVILLE BEACH, NC  
SPECIAL EVENT PERMIT APPLICATION**

A SEPARATE APPLICATION MUST BE COMPLETED FOR EACH EVENT DATE.  
PLEASE TYPE OR PRINT LEGIBLY AND INCLUDE THE APPROPRIATE FEE WITH APPLICATION

Wrightsville Beach Parks & Recreation Department  
P. O. Box 626, Wrightsville Beach, NC 28480  
(910) 256-7925

**FOR OFFICE USE ONLY**

New  Recurring

PRAC Recommendation:  
 Approve  
 Approve w/ Conditions  
 Do Not Approve

Participants / Fee Per Day:

1-25	\$130
26-100	\$180
101-199	\$250
<input checked="" type="checkbox"/> 200-400	\$400
401-600	\$500
601-1,000	\$600
1,001-2,000	\$700
2,001-3,000	\$800
3,001-4,000	\$900
4,001+	\$1,500

SEP Security Deposit:  
Participants / Fee

0-199	\$0
<input checked="" type="checkbox"/> 200-400	\$200
401-600	\$500
601-1,000	\$1,000
1,001-2,000	\$1,500
2,001+	\$2,000

Non-profit organization?  
Yes  No

Tax Exempt ID: \_\_\_\_\_

Time between <sup>Setup</sup> 8 am & 10 pm? <sup>start prior 8am</sup> \_\_\_\_\_

Number of Hours 4

Rain date necessary?  
Yes  No

Park Facility Reserved?  
Yes  No  Not Required   
Wynn Plaza

Portable toilets needed?  
Yes  No  Not Required

Trash Disposal Service?  
Yes  No  Not Required   
Organizer provides

Health Dept permit?  
Yes  No  Not Required

1. Description of event: Practice open water swim in preparation for Ironman North Carolina 70.3  
Trailborne to Wynn Plaza

2. Event Day and Date: Friday October 16, 2026

Timeframe needed: Set up 6:30  am  pm to Tear down 10:00  am  pm  
 Event start time: 7:00  am  pm Event end time: 9:30  am  pm

3. Estimated number of participants (including spectators): 250 300

4. Location: Trailborn Hotel Soundside Beach

5. Individual making request: Trent Hayden  
 Complete Mailing Address: 231 Windchime Way, Leland, NC 28451  
 Phone Number: 910-386-1569 E-mail: haydent@uncw.edu

6. Individual who will be on site and in charge of activity: Trent Hayden  
 Complete Mailing address: 231 Windchime Way  
 Phone Number: 910-386-1569 E-mail: haydent@uncw.edu

7. Sponsoring organization/corporation (if applicable): The Cape Fear Multisport Club (formerly Tri Club)  
 Contact: Trent Hayden  
 Complete Mailing Address: 231 Windchime Way, Leland, NC 28451  
 Phone Number: 9120-386-1569 E-mail: haydent@uncw.edu

8. Briefly describe provisions for the following:  
 Toilet facilities: none needed Portable facilities at Wynn Plaza (Trail borne)  
 Trash disposal: Trash cans will be provided and removed at conclusion of event  
 (Plastic and aluminum must be recycled. Use of styrofoam and glass is prohibited.)  
 Parking: Public parking

Electrical power and/or water needs: none needed

9. Will food be served? no If yes, has permit from Health Dept. been obtained? \_\_\_\_\_  
 Please explain: \_\_\_\_\_

**FOR OFFICE USE ONLY**

SEP Fee: <u>\$400</u>	PD Contract: <u>COI</u>	<u>Water Safety Plan</u>
Facility Use Fee: _____	OR Contract: <u>Fees</u>	<u>Review with OR</u>
Security Deposit: <u>200</u>	COL: <u>NCDOT Lane Closure</u>	
Parking Fees: _____		<u>Pool lifeguards - would</u>
Traffic Cones: <u>?</u>	TOTAL PAID: _____	<u>like OR guards if available</u>
TOTAL DUE: <u>\$600</u>	Check #: _____	<u>UNLOCK TOWN HALL BREAKER BOX?</u>

WBPD  
WBOR  
FMS

July 18, 2025

**FOR OFFICE USE ONLY**

Site plan included?  
Yes No Not Required

Permit(s) needed for vehicle on the beach?  
Yes No

Number needed: \_\_\_\_\_

Vehicle permit issued to: \_\_\_\_\_

Vendors requested? If yes, attach a list of the vendors.  
Yes No

\*Full road closure required? Yes No  
Lane closure on Waynick

If yes, do you have NCDOT approval? Yes No

Police support requested? Yes No Not Required

PD Comments: \_\_\_\_\_

Fire Department support requested? Yes No Not Required

FD Comments: \_\_\_\_\_

Ocean Rescue support requested? Yes No Not Required

OR Comments: \_\_\_\_\_

EMS support required? Yes No

Certificate of Insurance obtained? Yes No Not Required

10. Will there be any music, PA system, or loud activities (if any, briefly describe)? No

If yes, provide information specifying location and direction of noise-emanating devices along with proposed noise level, frequency, and duration: \_\_\_\_\_

11. Will any banners, tents, stages, chairs, nets, decorations, etc., be used at this activity? Yes

If so, what company is providing the equipment: Cape Fear Multisport Club

Describe equipment in detail and provide a sketched plan: Small 10' by 10' tent setup on property Trailban

12. Will there be sales of any types of souvenirs, t-shirts, food, drinks or other products on public property?

If so, describe in detail: No

13. Is police assistance necessary? No \*Are you requesting the closing of any streets? Lane Closure

If so, please specify: \_\_\_\_\_

\*Events requiring a complete road closure must pay a fee of \$0.50 per registered participant. Amount will be submitted with a statement attesting to the number of participants. Payment is due within fourteen (14) days of the event. The NC Department of Transportation requires a permit for road closures on state maintained roads.

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I agree to comply with all town ordinances, rules, regulations, and other applicable laws.

I agree to save and keep the Town free and harmless from any and all loss or damages or claims for damages, including attorney's fees and litigation costs, arising from or out of the special event.

I agree to, upon request of the Special Events Coordinator, Town Manager, and/or the Board of Aldermen, to provide proof of general liability insurance listing the Town as an additionally insured with limits no less than 1 (one) million dollars.

I understand that if the event is cancelled, I will receive a refund of my application fee less \$15 administrative fee. **See attached memo for additional stipulations.**

Signature: [Signature] Date: 5/19/2026

This application is hereby approved, this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Special Events Coordinator, Town of Wrightsville Beach, North Carolina

July 18, 2025

Prior to event

# 2026 NC 70.3 Practice Swim Plan

Contact: Trent Hayden and Kitty Cole, Safety Officer/Swim Director

Cell for race day contact – Trent 910-386-1569, Kitty 608-359-8331

Email – [haydent@uncw.edu](mailto:haydent@uncw.edu)

The North Carolina 70.3 practice swim has been developed by The Cape Fear Multisport Club to ensure swimmer safety and proper preparation for the NC 70.3 Ironman race held on Saturday, October 17. Most of the athletes swimming in the race had never experience in conditions that are found on the racecourse in Wrightsville Beach. By providing a pre-race safety swim on Friday October 16, we aim to provide that crucial experience swimming in a salt water tidal river will provide. Based on our discussions with the staff of Ironman, though they are not affiliated with the prerace practice swim, they have told us the positive effect it has on athletes who participate in the event. In addition, the practice swim raises money for our non-profit youth team, the Cape Fear Youth Triathlon Team (CFYTT). This event provides funds to support children from all demographics to participate in the sport.

## Safety Plan

Ratio?

- 5 certified guards with whistles
  - 5 in water on long boards appropriate for in water rescue
  - Lifeguard groups will be positioned as follows:
    - ❖ One leading swim
    - ❖ One trailing last swimmer
    - ❖ Remaining spread out along route
- 5 in water small support craft
  - 5 in water kayaks or stand-up paddle boards assisting swimmers along the route
  - Small support craft will be spread out evenly along the swim route
- 1 boats – 1 AED will be on the water, with marine radios. Vessel make/model, operator name, and contact numbers will be provided in this safety plan when they have been determined no later than 30 days prior to race day (Oct 16th).
  - Boat will be located at midpoint of swim at approximately 300 yards from swim start
- Decision matrix for lifeguards/safety boat for distressed swimmers
  1. Determine if swimmer simply needs rest and able to continue race

Current

Buoys

Swim caps

EMS

Guard: Swimmer ratio

2. If swimmer cannot safely exit water on their own, determine what best assistance is required, lifeguard or boat rescue – communicate with Trent or Kitty. Boat extraction at Trailborn Soundside Beach.
3. Boat will have a dedicated lifeguard proficient in CPR/First aid and AED usage.

- Mandatory?
- Pre-swim Safety Briefing – A pre-swim safety briefing will ensure that this Safety Plan meets guidelines and is ready to be implemented on race day. A swim safety briefing will also be conducted to confirm all procedures, safety personnel, and conditions are in place for a successful event.

An Emergency Action Plan (EAP) will be developed and submitted to the Town of Wrightsville Beach that details the decision tree, extraction points, and communication protocols for swim participants needing rescue or other support. The EAP will be submitted no later than 30 days before race day (Oct 16th).

\*\*\* There will be updates and improved modifications to plan to make sure safety is number one. You will be informed as the plan is updated.

600 yard swim course

