Town of Holden Beach
Board of Commissioners
Special Meeting

Thursday, March 13, 2025
5:00 PM

Holden Beach Town Hall
Public Assembly

TOWN OF HOLDEN BEACH
BOARD OF COMMISSIONERS' SPECIAL MEETING
HOLDEN BEACH TOWN HALL – PUBLIC ASSEMBLY
THURSDAY, MARCH 13, 2025 – 5:00 P.M.

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1. Call to Order

2. Public Comment

3. Budget Workshop – Mayor Pro Tem Myers & Commissioner Thomas

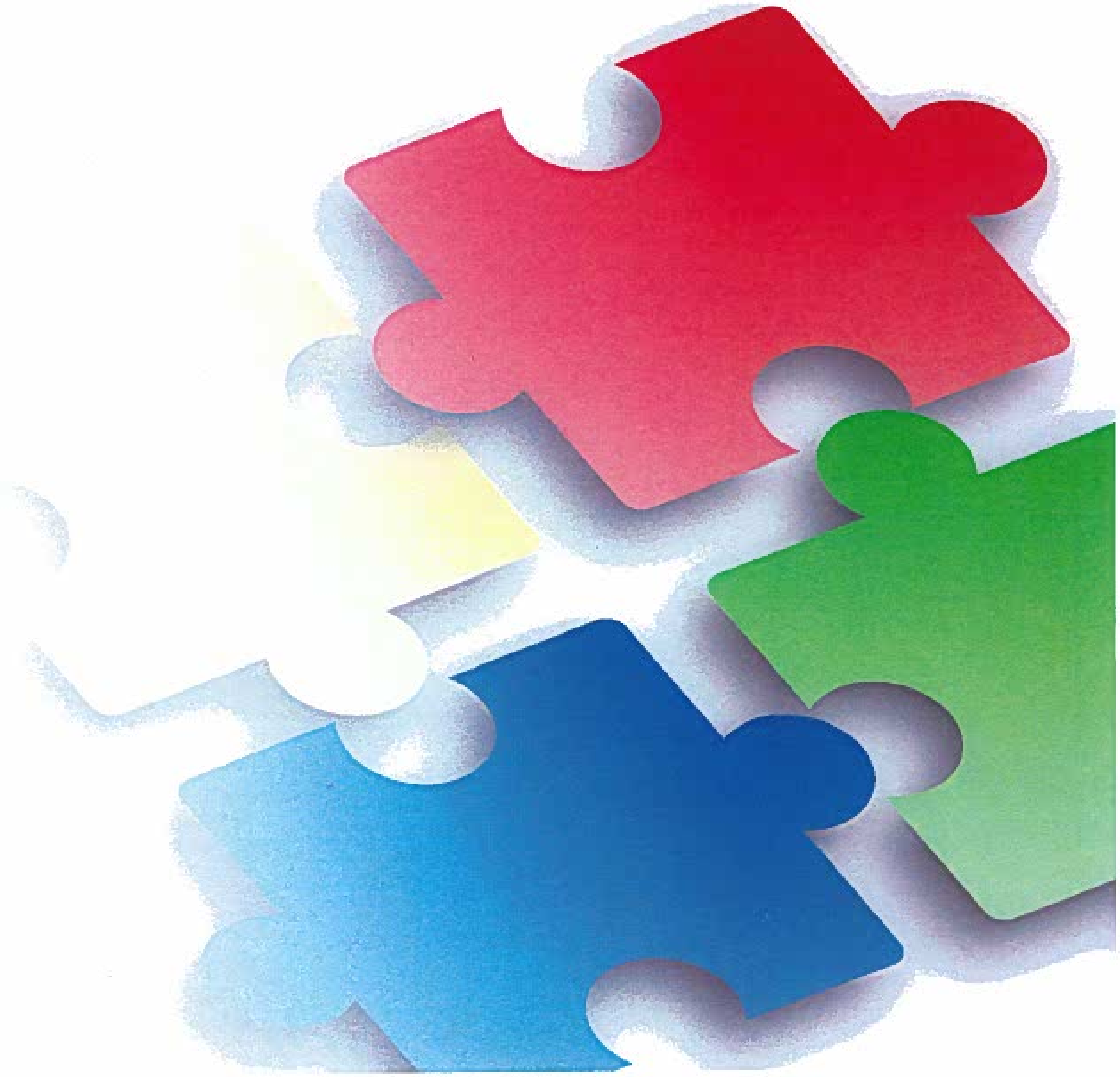
    a. Fiscal Year 2025 – 2026 Goals and Objectives
    b. Revenues
    c. Major Expenditures – Updates and Outlook

4. Adjournment

*** Visit https://www.youtube.com/@townofholdenbeach/streams to watch the livestream of the meeting. Public comments can be submitted to heather@hbtownhall.com prior to 1:00 p.m. on March 13, 2025.**

Budget Workshop Goals and Objectives

March 13, 2025



Budget Meetings

- Across the board consensus for fewer budget meetings

Budget Calendar

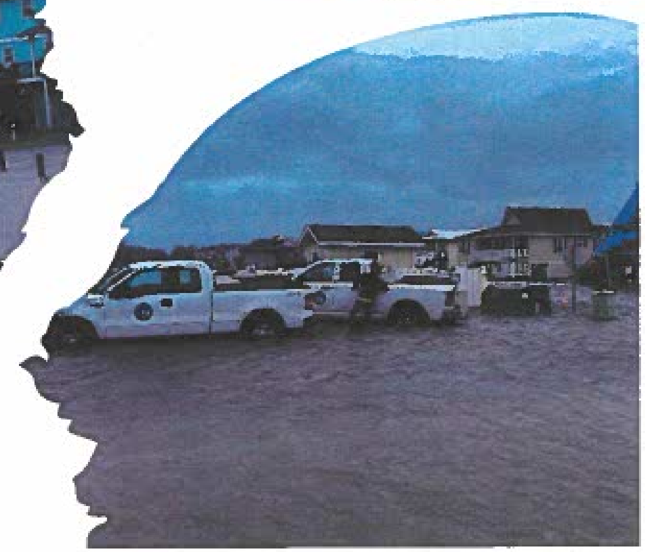
- Goals and Objectives/Revenues/Major Expenditures-Updates and Outlook
- Expenditures
- Combined Revenues and Expenditures
- Budget Message
- Public Hearing
- Pass Budget- June Regular Meeting

Goals

- No tax increase
- No new borrowing
- Maintain required reserves in General Fund
- Assess water and sewer reserve funds to ensure they can satisfy short and long-term needs
- 90% budget execution excluding contingency items, spend what you asked for
- No fund balance appropriations

Common Themes for Objectives

- Sewer Lift Station
- Beach Nourishment
- LWF Inlet
- Stormwater
- Pier Property
- Communications
- Block Q
- Staff Recruitment and Retention
- Other Facilities



Priority Areas

- High Quality Infrastructure
- Community Improvements/Accessibility
- Communications
- Growing Human Capital

Next Steps
Refining Goals/Objectives

Revenues/Major
Expenditures Update and
Outlook

Goals

1. No tax increase
2. No new borrowing
3. Maintain required reserves in General Fund
4. Assess water and sewer reserve funds to ensure they can satisfy short and long-term needs
5. 90% budget execution excluding contingency items, spend what you asked for
6. No fund balance appropriations

Objectives

Sewer Lift Station

Complete the sewer station upgrades. (#1 goal for most)

Beach Nourishment

Adequately fund beach nourishment (i.e., develop long-term CIP and review fund balance policy.

Transfer money from General Fund to the BICRF.

LWF Inlet

Fund Lockwood Folly dredging and lobby for Holden Beach to receive sand .

Explore long-term solution (terminal groin).

Stormwater

Proceed with stormwater projects (i.e., take next steps, identify and pursue external funding) .

Pier Property

Proceed with pier property plan (i.e., complete engineering analysis, evaluate alternatives for a new building, develop cost estimates.

Repair/ Open: Consider Public Private Partnership

Communications

Improve Town communications (i.e., website, meeting audio/video, emails).

Block Q

Develop new site plan for Jordan Boulevard and Block Q area that addresses bathroom, pickleball, concerts, boat parking, etc. New bandstand, dance floor and lawn seat area. Stage should be able to be used during festivals

Complete bathrooms Block Q.

Staff

Identify plans/options to assist all departments in recruiting for vacant positions within the Town. Identify benefits and needs to help retain current employees.

Succession Planning- critical positions are difficult to fill. Address in planning.

Other Facilities

Develop plan for new fire station- plan to include 24-hour shifts, basic requirements, equipment size to be housed. Evaluate current construction numbers as comparison.

Parks and recreation facilities repair/improvement

Complete ADA compliance study/correct any deficiencies or concerns, upgrade/construct needed changes. Identify opportunities for improvement.

GENERAL FUND REVENUES

	FY23-24 A/O 6.30.24	FY24-25 BUDGET	FY24-25 A/O 2.28.26	FY25-26 BUDGET	
CREDIT CARD SITE FEE GENERAL	3,535	3,750	34	3,750	
AD VAL TAXES - CURRENT	3,289,803	3,335,924	2,794,618	3,334,105	14 cent at a 99.2% collection rate
AD VAL TAXES - PRIOR	18,157	36,000	11,177	36,000	
VEHICLE TAXES	34,322	35,000	10,771	35,000	
PNLTY & INT - AD VAL TAX	13,236	15,000	2,498	15,000	
VEHICLE STICKERS	1,490	1,500	900	1,500	
INTRST ON SAV & INVEST	145,291	20,000	78,835	100,000	
TAX PMTS TO BE REFUNDED	1,142	100	7,282	100	
MISCELLANEOUS	3,486	20,750	1,249	3,000	
SIDEWALK DEPOSIT	-	500	-	500	
HOUSE MOVING SECURITY DEP	(2,000)	2,000	1,000	2,000	
BRIDGE FEE	-	200	-	200	
PLUMBING SCREEN SALES	418	300	165	300	
BLUE CAN HOME RECYCLING	58,801	65,854	38,094	65,854	
DONATIONS	16	500	-	500	
UTILITIES FRANCHISE TAX	243,067	228,454	150,247	228,454	
SALES ON TELECOMM-UTIL FR	5,331	4,000	2,585	4,000	

WATER AND SEWER FUND REVENUES

	FY23-24 A/O 6.30.24	FY24-25 BUDGET	FY24-25 A/O 2.28.25	FY25-26 BUDGET	
CREDIT CARD SITE FEE WATER	2,900	2,000	4,418	2,500	
INTEREST ON INVESTMENTS	10,516	7,000	2,746	4,000	
RENTS & CONCESSIONS	54,710	118,000	63,425	118,000	water toiwer cell lease
ADMINISTRATIVE FEES WATER	272	10,000	-	26,940	RPZ inspection fee
MISCELLANEOUS REV SEWER FUND		279,710	563,810		
SEWER CAPACITY CHARGE	134,279	130,000	34,060	75,000	collected on bedrooms new build
SALES TAX REFUND WATER	-	35,000	-	35,000	
WATER CAPACITY CHARGE	98,084	50,000	33,580	50,000	collected on new builds based on impact
WATER USE CHARGES	1,152,075	1,436,801	744,722	1,395,661	
SPECIAL CHARGES FOR UTIL	-	500	-	300	fire hydrants to jet piles
Irrigation Meter Inspection Fees	21,709	23,000	13,230		
SEWER USE CHARGES	736,920	941,100	466,181	900,000	
AVAILABILITY FEE SEWER	263	500	-	0	collected in capacity charge
TAP & CONNECTION FEES	147,780	120,000	50,100	95,000	water taps for new homes
TAP & CONNECT FEES-SEWER	12,495	500	1,000		
RECONNECTION FEES	217	500		250	reconect water that was cut off
PNLTY & INTRST - BILLINGS	12,046	13,000	7,384	13,000	late charges on water bills
Total for Revenue	**2,384,266**	**3,167,611**	**1,984,655**	**2,715,651**	

WATER AND SEWER FUND REVENUES

	FY23-24 A/O 3.30.24	FY24-25 BUDGET	FY24-25 A/O 3.30.24	FY24-25 BUDGET	
Revenues					
SHARE FUND INTEREST	7,468		59,816		
CAPITAL CHARGES CTY-SEWER	1,346,363	1,482,145	1,246,063	1,381,422	CAPITAL CHARGE 442
INTEREST ON CAPITAL CHRGS	4,101		1,570		
PRIOR YEAR CAPITAL FEE	1,237		8,874		
SEWER CAPITAL FEE 2011 & 2(	152				
SEWER CAPITAL FEE 2013 & 2(	6,204				
Total for Revenue	**1,358,058**	**1,482,145**	**1,256,507**	**1,381,422**	

WATER AND SEWER FUND EXPENSES

	FY23-24 A/O 3.30.24	FY24-25 BUDGET	FY24-25 A/O 3.30.24	FY24-25 BUDGET	
CTY CAPITAL COSTS SEWER	1,006,571	1,025,197	0	1,044,012	
WATER CAP OUTLAY-VEHICLES		62,133	62,133	63,438	LAST VAC TRUCK PAYMENT
DEBT INTEREST	105,906	132,406	69,494	102,693	2019B=48683 ; 2004/2005=8971/3675; LS REIMBURSEMENT= 26329&13703; VAC
DEBT SERVICE SEWER		171,279	171,279	171,279	
NEW EOC DEBT SERVICE		91,130	91,130		
Total for EXPENSE	**1,112,477**	**1,482,145**	**394,036**	**1,381,422**	

BPART REVENUES

	FY23-24 A/O 6.30.24	FY24-25 BUDGET	FY24-25 A/O 2.28.25	FY25-26 BUDGET	
CREDIT CARD SITE FEE BPART	140	150		250	
ACCOM TAX	3,989,870	4,050,000	3,441,023	4,050,000	
BRUNSWICK CO REFUND CRP	0	27,000	67,998	27,000	
ACCOMMODATIONS TAX PENLTY	303	500	0	500	$10 each day of failed remission or if over 30 days 5% of tax due; increases
INTEREST ON INVESTMENTS	248,487	46,019	59,236	60,000	
BPART CAP RES INTEREST	493	10	204	100	
441 OBW RENTS	37,204	22,000	26,226	22,000	
MISCELLANEOUS BPART	159,270	15,000	11,603	15,000	50-50, dock fees, facility rentals
ECREATION PROGRAMS	18,083	12,000	9,566	14,000	yoga, tie dye, pickleball, classes
CAMA GRANTS	40,945	420,000	0	420,000	
SALES TAX REFUND		2,000	0	2,000	
PARKING REVENUE	441,048	769,700	470,584	769,700	
OFF STREET PARKING	319,073	125,300	76,607	125,300	PIER PARKING
FUND BALANCE APPROPRIATED		750,000	0		
Total for Revenue	**5,254,915**	**6,239,679**	**4,163,045**	**5,505,850**	

HH Special Revenue Fund

REVENUE	FY25-26 BUDGET
SRF HH INTEREST	
SRF HH INTEREST ON INVESTEMENTS	66,604
SRF HH ASSESSMENTS	137,293
SRF HH PRIOR ASSESSMENTS	906,553
BALANCE FORWARD HH	
HH MISC REVENUE	387,209
Total	**1,497,659**

EXPENSE	FY24-25 BUDGET
SRF Administration - HH	14,977
SRF Legal Fees - HH	14,977
SRF Construction - HH	1,123,244
SRF Surveying - HH	74,883
SRF Permitting ACE & Other Agencies HH	37,441
SRF Permitting CAMA - HH	37,441
SRF Designs - HH	44,930
SRF Contract Docs, Plans, Specs - HH	74,883
SRF Construct Management, Insp, Closet - HH	37,441
SRF Transfer to General Fund- HH	37,441
Total	**1,497,659**

HBH Special Revenue Fund

REVENUE	FY25-26 BUDGET
SRF HBH INTEREST	
SRF HBH INTEREST ON INVESTMENTS	72,904
SRF HBH ASSESSMENTS	140,070
SRF HBH PRIOR ASSESSMENTS	1,549,718
BALANCE FORWARD HBH	
HBH MISC REVENUE	336,667
Total	2,099,359

EXPENSE	FY25-26 BUDGET
SRF Administration - HBH	20,994
SRF Legal Fees - HBH	20,994
SRF Construction - HBH	1,574,520
SRF Surveying - HBH	104,968
SRF Permitting CAMA - HBH	52,484
SRF Permitting ACE & Other Agencies	52,484
SRF Designs - HBH	62,981
SRF Constract Docs, Plans, Specs - HBH	104,968
SRF Construct Management, Insp, Close - HBH	52,484
SRF Transfer to General Fund- HBH	52,484
Total	2,099,359

HA Special Revenue Fund

REVENUE	FY24-25 BUDGET
SRF HA INTEREST	
SRF HA INTEREST ON INVESTMENT	77,853
SRF HA ASSESSMENTS	113,743
SRF HA PRIOR ASSESSMENTS	806,497
BALANCE FORWARD	
HA MISC REVENUE	294,732
Total	1,292,825

EXPENSE	FY24-25 BUDGET
SRF Administration - HA	12,928
SRF Legal Fees - HA	12,928
SRF Construction - HA	969,619
SRF Surveying - HA	64,641
SRF Permitting CAMA - HA	32,321
SRF Permitting ACE & Other Agencies - HA	32,321
SRF Designs - HA	38,785
SRF Contract Docs, Plans, Specs - HA	64,641
SRF Construct Management, Insp, Close - HA	32,321
SRF Transfer to General Fund- HA	32,321
Total	1,292,825

Public Works

This Year

Street Paving

Lift Station

Next FY

Lift Station continued

$60K estimate for air conditioning- Pump Station 4

Stormwater-El project

Pump Station 1-cooling fix

Hoses for pumping

Police

This Year

Return one Humvee in exchange
for passenger high clearance

Staffing Detective

Next FY

DOJ replacement of vests

Remainder of radios on rotation status

Duty weapons (start rotation)

Office computers (start rotation)

Admin

No Big Ticket

Planning and Inspections

No Big Ticket

BPART

This Year	Next FY
Complete Block Q Bathrooms	Jordan Boulevard/Block Q Master Plan
	Phasing in Playground Equipment
	AIWW Dredging Bend Widener
	Concert Venue
	Pier-carryover engineering