



**TOWN OF HOLDEN BEACH
BOARD OF COMMISSIONERS MEETING
RECONVENED MEETING
FEBRUARY 9, 2024 – 9:00 A.M.**

The Board of Commissioners of the Town of Holden Beach, North Carolina reconvened their Special Meeting of February 7, 2024 on Friday, February 9, 2024 at 9:00 a.m. in the Town Hall Public Assembly. Present were Mayor J. Alan Holden; Mayor Pro Tem Tom Myers; Commissioners Tracey Thomas and Rick Paarfus; Town Manager David W. Hewett; Town Clerk Heather Finnell; Assistant Town Manager Christy Ferguson; Finance Officer Daniel McRainey and Inspections Director Tim Evans. Commissioner Rick Smith participated by telephone. Commissioner Page Dyer was unable to attend the meeting.

Mayor Holden called the meeting to order.

BUDGET WORKSHOP

Assistant Town Manager Ferguson explained the revenue portion of the BPART Fund. Staff estimates that the Town will come in about \$50,000 over what was projected for accommodations tax by the end of the year if everything stays on track. She provided information on the Miscellaneous BPART line. She explained that when grants come in, they go into that line. The Board can choose if they want to move that to a line with its own name or leave it where it is. Currently, the overage in the line represents where the county paid us back at the beginning of this fiscal year for the Miss Katie dredging that happened last year and their contribution for the upcoming Lockwood Folly Bend Widener Project that will happen at the end of the month. No transfers have occurred yet. That happens at the end of the fiscal year or when the project is executed. We will turn in our reimbursement request for the walkway at 441 once it is completed. Assistant Town Manager Ferguson answered questions from the Board.

Assistant Town Manager Ferguson reviewed the highlights on the expense side. Access and Recreation is where the Key Bridge agreement projects, along with other operation items for the strand and other accesses are housed. For the ADA projects, Avenue E plans and specs are on the website and have been sent to contractors with bids due back February 6th. 801 Ocean Boulevard West will likely not be accomplished this year due to logistic reasons.

Under the Lockwood Folly Dredging line, for the upcoming bend widener project, we have given the Corps the money through the Memorandum of Agreement with the state. We have not had

to contribute operations and maintenance funds for the Merritt and Murden this year, directly related to the lobbying efforts where we had money put into the line for the Corps in the federal budget. Due to that we didn't need to expend as much as we thought we were going to. Assistant Town Manager Ferguson said the Town may not need to spend any more money out of that line this year, but she would use it as a failsafe in case we get into a situation like at the end of last year where the Corps' fleet cannot get in and we need to use Miss Katie again.

The Public Restroom line included an additional \$200,000 this year for bathrooms at Avenue E and 114 Ocean Boulevard East, which are part of the Key Bridge agreement. We are pushing to complete both projects prior to the end of the fiscal year. We are waiting for a permit modification at 114 Ocean Boulevard East and the bathrooms are part of the specs out for Avenue E. Assistant Town Manager Ferguson said she has a spreadsheet for the Key Bridge Project that could be updated and shared with the Board. The bathroom for Block Q is not in the budget. When the Board considers the grant, it would have to be added to the budget.

The Block Q and pier projects have significant amounts left since those projects have been put on hold.

Assistant Town Manager Ferguson explained the backup concert plan is to hold them at Bridgeview Park. She reviewed the plans. Staff plans on moving forward with the contracts unless she is given different direction today.

Assistant Town Manager Ferguson said when the Board is considering priorities this year, one of the programs that may fall down into a lower priority is beach patrol. She provided data on the program. The beach patrol program was discussed.

The Beach Project Salaries line is for the new rec tech position and .75 of a Public Works Department full time equivalent. The other salary line is the assistant town manager.

Assistant Town Manager Ferguson provided information on the landscaper's duties. She went over the Recreation Programs and Beautification Club lines. The Travel and Training line includes sponsorships for the American Shore and Beach Preservation Conference and the North Carolina Beach, Inlet and Waterway Association Conference.

The Sailfish Park line only has funds for the plan. It will go before the Board at the February meeting.

For the Corps' CSDR Study we need to navigate the funding streams, but based on everything we are being told, we are free and clear. The state made an appropriation for the Town in the state budget for \$750,000. That should cover the remaining portion of the study.

Commissioner Thomas asked if debt interest could be broken out. Finance Officer McRainey explained the auditor requested debt interest be listed as it is shown in the budget. Staff will put

the individual debt interest information in the comment section. Finance Officer McRainey shared a printout with debt information.

Contributions were discussed.

Assistant Town Manager Ferguson went over how occupancy tax is tracked and spent. The information can be provided to the Board.

The new truck purchased from the BPART Fund is the Admin truck, shared between three people. The old one is driven by the rec technician.

Assistant Town Manager Ferguson explained the Board can make three federal requests. One of those will be for the CSDR, for the Corps' portion. It is suggested the Town ask for money for projects suggested in the McGill Stormwater Study so that we can go to construction. The Board can also make a third request. Town Manager Hewett provided an example as funding for a fire station on the island. He doesn't know if we would know how much to ask for that. Research would need to be done to see if there is funding for the fire station. Fire services were discussed. Town Clerk Finnell will send copies of the agreement with the Tri-Beach Fire Department and regulations on fire fees to the Board.

The Board by consensus agreed to have staff coordinate with Ward and Smith to see what may be available for funding a fire station as the third request. If information cannot be found in time, the Town will move forward with two.

Assistant Town Manager Ferguson explained Ward and Smith have three priorities that have been identified that they will advocate on behalf of the Town. They are federal issues relating to any beach nourishment opportunities at Holden Beach, federal issues related to Lockwood Folly Inlet maintenance, along with beach nourishment efforts for placement of beach quality sand on the east end of Holden Beach, i.e. sand always comes to Holden Beach and designated dredge spoil material disposal sites. She explained there are up to three additional priorities that the Board can decide on. The Board can add priorities later, it just wouldn't be added to their press kit for this spring. The Board will think about new priorities.

Assistant Town Manager Ferguson said if the Board wants to add funds 70 and 90 to a future meeting, they can give direction to the staff to do that. Those funds are FEMA projects and the Beach and Inlet Capital Reserve Fund. Town Manager Hewett explained the Town has not transferred the residual above the maximum 70% over to the Beach & Inlet Capital Fund. He said that is normally done after the audit. It was not done the previous year. This can best be accomplished with a budget amendment.

Assistant Town Manager Ferguson went over what hasn't been reimbursed in the FEMA lines yet. The Town can't close out the project until all money is received. FEMA money was discussed.

ADJOURNMENT

Motion by Commissioner Paarfus to adjourn at 10:02 a.m.; second by Commissioner Thomas; approved by unanimous vote.

J. Alan Holden, Mayor

ATTEST:

Heather Finnell, Town Clerk