



**TOWN OF HOLDEN BEACH
BOARD OF COMMISSIONERS
SPECIAL MEETING
THURSDAY, MAY 2, 2024 – 5:30 P.M.**

The Board of Commissioners of the Town of Holden Beach, North Carolina met for a Special Meeting on Thursday, May 2, 2024 at 5:30 p.m. in the Town Hall Public Assembly. Present were Mayor J. Alan Holden; Commissioners Rick Smith, Tracey Thomas and Rick Paarfus; Town Manager David W. Hewett; Town Clerk Heather Finnell; Assistant Town Manager Christy Ferguson; Public Works Director Chris Clemmons; Inspections Director Tim Evans; Police Chief Jeremy Dixon; Lieutenant Frank Dilworth; Finance Officer Daniel McRainey; and Fiscal Operations Supervisor Margaret Lancaster. Commissioner Page Dyer arrived at 5:42 p.m. Mayor Pro Tem Tom Myers was unable to attend the meeting.

DISCUSSION AND POSSIBLE ACTION ON DIVISION OF WATER RESOURCES' FUND FOR CORPS' COASTAL STORM DAMAGE REDUCTION STUDY

Assistant Town Manager Ferguson explained that staff previously reported that the General Assembly appropriated \$750,000 for finishing the Coastal Storm Damage Reduction Study, coupled with the federal money. They sent the Town the funds that need to be recognized. The budget amendment does that. The \$750,000 won't all flow out in one year. As the federal funds come to the Corps, then they will request our part.

Motion by Commissioner Thomas to approve the budget amendment (Ordinance 24-09, An Ordinance Amending Ordinance 23-11, The Revenues and Appropriations Ordinance for Fiscal Year 2023 – 2024, Amendment No. 6); second by Commissioner Paarfus; approved by unanimous vote.

BUDGET WORKSHOP

Town Manager Hewett said the budget is not balanced because the revenues are higher than the expenses. In the General Fund the revenues exceed expenses by \$313,970. In the Water/Sewer Available for Appropriation is ahead \$10,249 and in the BPART Fund it is almost \$160,000 ahead. We plugged in the objectives that we could discern. The next step is to dovetail the objectives with all the inputs. He hopes to bring those specific things out in the body of the texts for the Budget Message. He explained it will be close to the end of May before he can deliver the message. The budget message, next steps and the upcoming schedule were discussed.

Governing Body and Admin expenses were reviewed. Discussion was held concerning Insurance and Bonds, Dues and Subscriptions and Software. Contributions and their legality were also discussed.

Chief Dixon explained benefits and FICA are included for the proposed detective position. He provided information on the formula used to determine overtime. They don't use it if it is not necessary, but it needs to be there in the event of an emergency.

Town Manager Hewett said under EPA STAG, \$2.69 million is the EPA grant and the residual is the \$2 million that came from the state. Debt Service will be accounted for in 31 now. EOC debt service moved there too. Town Manager Hewett will look at the Salaries Overtime amount on Page 16. Public Works Director Clemmons explained the number under the Bulkhead line should be pretty accurate. The revised street assessment was discussed.

Assistant Town Manager Ferguson said 441 OBW Rentals includes campground and food trucks. We need to keep permitting active for Turkey Trap Road. Town Manager Hewett explained there is a bond in perpetuity there until the mine is dug. Racking & Tilling was discussed. Access and Recreation is where the ADA projects are housed. Block Q expenses were discussed. Assistant Town Manager Ferguson said the Professional Services line went up \$22,000 because since the last meeting our coastal engineer said the sand search would not be completed by June 30th with permitting, so we need to carry that part forward to next year. 441 Utilities went up to accommodate year-round parking. Insurance went up based on the replacement cost of the building. Bathroom cleaning was discussed. Pinnacle and Block Q costs were reviewed. Communications went up to include cell phone reimbursement for the rec technician position. Public Restrooms went up significantly due to year-round parking. ADA costs went up. Rothschild and Davis went up due to rollout cans and port-a-john rentals for the concerts and weekend bathroom cleanings.

Commissioner Thomas explained the graphics Mayor Pro Tem Myers created are in the packet. She reviewed the graphs.

The upcoming budget meeting schedule was discussed. The Board agreed to cancel the May 7th meeting. They will hold off on canceling future meetings until after the lawyer interviews are scheduled. The Board will provide their availability to Town Clerk Finnell.

ADJOURNMENT

Motion to adjourn by Commissioner Thomas at 6:31 p.m.; second by Commissioner Dyer; approved by unanimous vote.

J. Alan Holden, Mayor

ATTEST:

Heather Finnell, Town Clerk