Town of Holden Beach
Board of Commissioners
Special Meeting

Tuesday, June 3, 2025
6:00 PM

Holden Beach Town Hall
Public Assembly

TOWN OF HOLDEN BEACH
BOARD OF COMMISSIONERS' SPECIAL MEETING
HOLDEN BEACH TOWN HALL – PUBLIC ASSEMBLY
TUESDAY, JUNE 3, 2025 – 6:00 P.M.

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1. Call to Order

2. Public Comment

3. Budget Workshop

    a. Budget Message (Separate Packet, Pages 1 – 16)

4. Request for Exceptional Performance Merit Bonuses for Employees Directly Involved in Completing the Components of the ADA Agreement – Interim Town Manager Ferguson (Commissioners Smith and Paarfus) (Page 17)

5. Closed Session Pursuant to North Carolina General Statute 143-318.11(a)(6), To Consider the Qualifications of Prospective Employees

6. 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 12:00 p.m. on June 3, 2025.**

Town of Holden Beach

Budget Workshop

June 3, 2025

Budget Calendar

- March 13th- Goals and Objectives/Revenues/Major Expenditures-Updates and Outlook ✓
- April 8th- Expenditures ✓
- April 17th- Combined Revenues and Expenditures✓
- NLT May 29th- Budget Message✓
- June 3rd- Revisions
- Public Hearing/Pass Budget- June Regular Meeting

Proposed FY 25-26 Budget

- Total Budget
- $31,743,027

General	4,802,398
Water & Sewer	2,873,651
Water & Sewer Capital Charge Fund	1,352,662
BPART	5,757,489
Holden Beach Harbor Canal Dredging	2,099,359
Heritage Harbor Canal Dredging	1,497,659
Harbor Acres Canal Dredging	1,292,825
Capital Reserve Fund Water	303,056
Capital Reserve Fund Sewer	675,440
Capital Reserve Fund Beach and Inlet Management	6,507,152
Capital Project	4,581,336
Total Budget	**$31,743,027**

Budget Priority Areas

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

Funds shown as balanced

Tax Rate-14 cents per hundred dollars of valuation

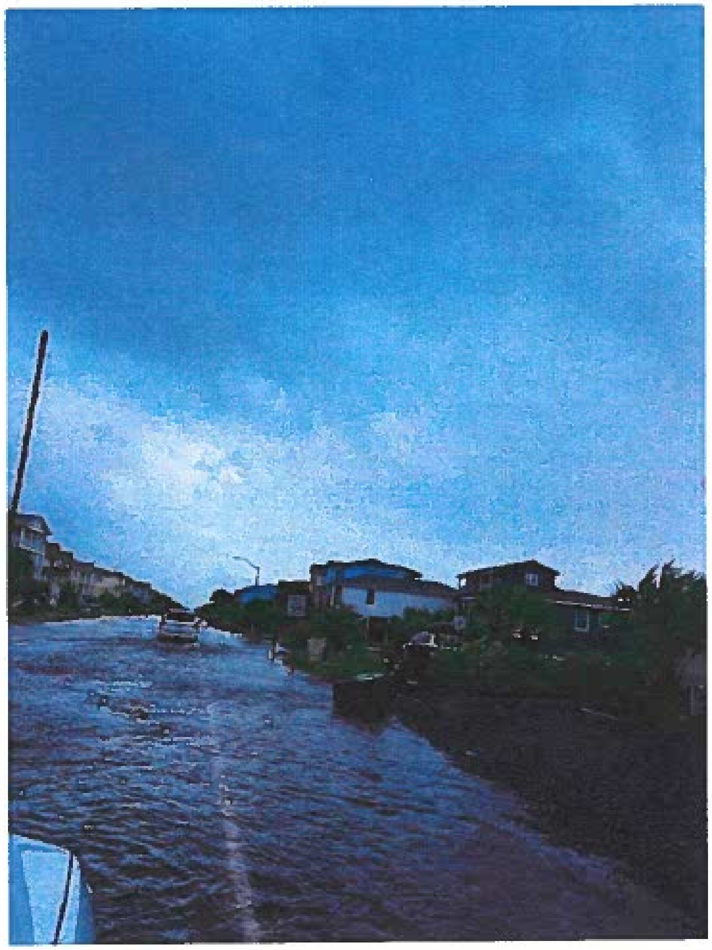
Takes into account contract spillover-HDR, McGill, Narloch, Kowen

-Increase of $3.90 in base charge sewer/ no free gallons water/sewer

Challenges- unknown assistance from other levels of government; inflation

Budget aligns with outlined priority areas

Proposed General Fund Revenue/Expense Budget- $4,802,398



Highlights

- $300,000 Stormwater Design/Permitting
- Police Restructuring
- Additional Certifications for Personnel
- Street Paving
- $100,000 transfer to BICRF
- Ballistic vests

Proposed BPART Fund Revenue/Expense Budget- $5,757,489

Highlights

New Playground Equipment

AIWW/Bend Widener

Concert Venue

Finish Block Q restroom

Start Pier Design

$600,000 transfer to BICRF

Canal Dredging Fund Revenue/Expense Budget-stays shovel ready by canal subdivision

Water and Sewer
Fund Budget-
$2,873,651

•Highlights

- Cooling solution lift station1; ventilation lift station 4
- Water system repair parts $120,000
- New tap construction $70,000

Fund 31

Illustrates changed rates based on early payoff of 796

Fund 35-Sewer Lift Station

Capital Project Fund goes across budget years for life of project.

Capital Reserve Funds

Capital Reserve Fund Water	303,056
Capital Reserve Fund Sewer	675,440
Capital Reserve Fund Beach and Inlet Management	6,507,152

Changes since April 17 workshop

Required retirement contribution more than originally presented based on update

Stormwater-Additional areas of concern contract not up until July with presentation scheduled for August- some funding would be paid out next FY

Block Q restroom contractor not at 60% by June 30-adjustments made

Bond Attorney and Financial Advisor added to GF Budget

Inspections—Overtime (increase); Travel and Training (decrease)

Need to discuss AIWW Crossing Project

Town of Holden Beach
AGENDA TOPIC COVER SHEET

TO: Holden Beach BOC

MEETING DATE: 5/28//25

FROM: Commissioners Smith and Paarfus

DATE SUBMITTED: 6/3/25

ISSUE/ACTION REQUESTED: Request for exceptional performance merit bonuses for employees directly involved in completing the components of the ADA agreement.

BACKGROUND/PURPOSE OF REQUEST: At the April meeting of the BOC, Commissioner Paarfus asked that employees directly involved be recognized for the work on the agreement. This request is to allow the interim manager to split up to $5000 from existing resources within this fiscal year's budget between those directly involved, based on a percentage of work performed. There is no current mechanism in the personnel policy for this action to be completed otherwise.

FISCAL IMPACT: (select one)

BUDGET AMENDMENT REQUIRED:	YES ☐	NO ☒	
CAPITAL IMPROVEMENT PLAN ITEM:	YES ☐	NO ☒	
PRE-AUDIT CERTIFICATION REQUIRED:	YES ☒	NO ☐	N/A
REVIEWED BY FINANCE DIRECTOR:	YES ☒	NO ☐	N/A

CONTRACTS/AGREEMENTS: (select one)

REVIEWED BY TOWN ATTORNEY:	YES ☐	NO ☒	N/A

ADVISORY BOARD RECOMMENDATION: N/A

FINANCE RECOMMENDATION: N/A

INTERIM TOWN MANAGER'S RECOMMENDATION: Motion to direct interim town manager to execute performance merit bonuses for this particular project in the amount up to $5000 split between employees.