



Town of Holden Beach
Board of Commissioners
Regular Meeting

Tuesday, June 20, 2017
7:00 PM

Holden Beach Town Hall
Public Assembly



**TOWN OF HOLDEN BEACH
BOARD OF COMMISSIONERS' REGULAR MEETING
HOLDEN BEACH TOWN HALL – PUBLIC ASSEMBLY
TUESDAY, JUNE 20, 2017 - 7:00 P.M.**

1. Invocation
2. Call to Order/ Welcome
3. Pledge of Allegiance
4. Agenda Approval
5. Approval of Minutes
 - a. Minutes of the Regular Meeting of May 16, 2017 (Pages 1 - 9)
 - b. Minutes of the Special Meeting of May 19, 2017 (Pages 10 - 12)
 - c. Minutes of the Special Meeting of June 9, 2017 (Pages 13 - 17)
6. Public Comments on Agenda Items
7. Discussion and Possible Action on Ordinance 17-08, Fiscal Year 2017 – 2018 Budget Ordinance – Town Manager Hewett (Pages 18 – 34)
8. Police Report – Chief Wally Layne (Page 35)
9. Beach Ranger Program Report – Building Official Tim Evans
10. Solid Waste Report – Public Works Director Chris Clemmons
11. Discussion and Possible Action on Support of the Brunswick County Opioid Task Force – Town Clerk Finnell (Pages 36 – 37)
 - a. Resolution 17-06, Resolution in Support of the Brunswick County Opioid Task Force
 - b. Letter of Support
12. Discussion and Possible Action on Resolution 17-07, Resolution of Intent to Consider an Ordinance Amending the Charter of the Town of Holden Beach to Implement Four-Year Staggered Terms for the Members of the Town of Holden Beach Board of Commissioners and Setting the Date for a Public Hearing – Attorney Fox (Pages 38 – 39)
13. Discussion and Possible Approval of Resolution 17-08, Resolution Amending the Fee Schedule for the Town of Holden Beach – Town Clerk Finnell (Pages 40 – 41)

14. Discussion and Possible Action to Amend Ordinance 72.03 - Parking Prohibited at All Times, to Change Elizabeth Street to No Parking - Commissioner Royal (Pages 42 - 43)
15. Discussion and Possible Scheduling of a Time to Hold Interviews for Upcoming Vacancies on Town Boards - Town Clerk Finnell (Pages 44 - 47)
16. Town Manager's Report
17. Mayor's Comments
18. Board of Commissioners' Comments
19. Public Comments on General Items
20. Executive Session Pursuant to North Carolina General Statute 143-318.11(A)(5), To Establish or Instruct Staff or Agent Concerning the Negotiation of the Price and Terms of a Contract Concerning the Acquisition of Parcel Numbers 232NF029, 232NF001, 232NF002, 232NF003, 232NF004, 232NF005, 232NF006, 232NF007 and 232NF008, Owned by Holden Beach Enterprises - Town Manager Hewett
21. Adjournment



**TOWN OF HOLDEN BEACH
BOARD OF COMMISSIONERS
REGULAR MEETING
TUESDAY, MAY 16, 2017 – 7:00 P.M.**

The Board of Commissioners of the Town of Holden Beach, North Carolina met for a Regular Meeting on Tuesday, May 16, 2017 at 7:00 p.m. in the Town Hall Public Assembly. Present were Mayor J. Alan Holden; Mayor Pro Tem John Fletcher; Commissioners Ashley Royal, Peter Freer, Kim Isenhour and Ken Kyser; Town Manager David W. Hewett; Town Clerk Heather Finnell, Police Chief Wally Layne; Building Official Tim Evans; Shoreline Protection and Recreation Manager Christy Ferguson; Public Works Director Chris Clemmons; and Town Attorney Noel Fox.

Mayor Holden asked for a moment of silence and then called the meeting to order.

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

Motion by Mayor Pro Tem Fletcher to approve the agenda as presented; second by Commissioner Royal; approved by unanimous vote.

APPROVAL OF MINUTES

Motion by Mayor Pro Tem Fletcher to approve the minutes of the Regular Meeting of April 18, 2017; second by Commissioner Royal; approved by unanimous vote.

Motion by Mayor Pro Tem Fletcher to approve the minutes of the Special Meeting of April 24, 2017; second by Commissioner Royal; approved by unanimous vote.

PUBLIC COMMENTS ON AGENDA ITEMS

Mayor Holden called on Wiley Langley. Mr. Langley said he didn't want to speak under this portion of the meeting.

Judy Holden discussed decal distribution and the past registration process. She spoke about Hurricane Matthew and how two residents weren't allowed back onto the island, even with valid NC licenses.

Mayor Holden called on Ms. Jackie Barnes. She said she wanted to talk during the Elizabeth Street topic. Wiley Langley said that is when he wanted to talk also.

Motion by Commissioner Royal to allow those who signed up to comment along with the discussion on agenda items 8 & 9; second by Commissioner Freer; approved by unanimous vote.

GUEST SPEAKER: SENIOR RESIDENT SUPERIOR COURT JUDGE OLA LEWIS – OPIOID TASK FORCE

Judge Lewis said New Hanover and Brunswick Counties are #1 in the nation for opioid overdose deaths. She, along with several community leaders, have created the Brunswick County Opioid Addiction Task Force. Judge Lewis introduced the honorary chair, Don Flattery. Mr. Flattery provided his biography and the background on the creation of the task force. The task force is in the process of developing a report to capture the impact on Brunswick County. The report will include an action plan. The task force went to Raleigh to ensure that legislators recognize that Brunswick County has a critical treatment gap need so that when a sub allocation of treatment resources is given our area will be considered. They gave a letter to the governor asking him to declare a statewide public health emergency in North Carolina. Mr. Flattery explained why this is important. He said we need to focus on public health solutions, not criminal justice solutions. Their next meeting is Friday at 12:30 p.m. He asked for the Town's support and answered questions from the audience.

Motion by Commissioner Kyser to direct Town staff to develop a letter to have available at the next meeting; second by Mayor Pro Tem Fletcher; approved by unanimous vote.

GUEST SPEAKER: AVA PAILTHORP – RESTRICT PARKING ON ELIZABETH STREET AND PRIVATE WALKWAY ACCESS AND CHANGE VEHICLE DECAL POLICY FOR RESIDENTS TO ACCESS HOLDEN BEACH AFTER MAJOR STORM/ DISASTER

Ms. Pailthorp passed out packets to the Board and explained they have a concern about Elizabeth Street and their walkway. She reviewed the information in her handouts. She conducted interviews with L.S. Holden Subdivision heirs and seven property owners. She introduced the ones in attendance. She passed out pictures for the Board's review and provided background information on the L.S. Holden Subdivision. She said the deed to the L.S. Holden Subdivision identified 12 alleys and accessways from the ocean to Hillside Drive. She said nobody at that time would have been able to foresee that Hillside Drive would erode away. She stated her father and a family member developed a walkway that was dedicated to the L.S. Holden Subdivision residents for the purpose that renters and people who bought lots could have access to the beach. The walkway remained until the late 80s/ early 90s during the time Hillside Drive washed away. Some of the homeowners pooled their money and erected a second walkway in the center of Elizabeth Street that has been there for over 20 years. She said it had signage on it that said L.S. Holden Subdivision and Guests. Ms. Pailthorp said it was reported repeatedly to the governance that some of the walkways were public and some were private. She said the one at Elizabeth Street was done on a verbal commitment. She said her father, aunt and uncle in 1974 went to the attorneys and they drew up a document called declaration of withdraw easement instrument.

Ms. Pailthorp recently noticed that the sign was taken down from the accessway and Elizabeth Street was paved. She talked about her recent experiences at the accessway. Ms. Pailthorp said in April 2017, it was brought to her attention that the walkway was dismantled. It was an unsafe situation so she nailed the railings back on the walkway. She mentioned that she spoke with the surveyors hired by the Town to make

an assessment on the location of the walkway. She said the accessway serves 22 homes and broke down the property types. Ms. Pailthorp talked about an encroachment agreement that said Elizabeth Street is closed and documents that she has that state the accessway is private. She said there has been an intent through the years to keep the road closed and keep it a pedestrian friendly passageway.

Ms. Pailthorp said they are aware that the deeds reflect only to Hillside Drive. She said it was the intent of the heirs to keep it in the condition it was meant to be used and to protect the dunes. They want to be able to keep their private walkway. She suggested that there be reconsideration about the Elizabeth Street strip of land and walkway. They want to have a no parking zone; and they want to retain their walkway, with the responsibility that they will rebuild it to the Town's ordinances and approval. Ms. Pailthorp wants the Town to take another look at parking. She talked to Wrightsville Beach about how they do paid parking. The Board allowed other property owners in the area to voice their concerns.

Commissioner Isenhour thanked Ms. Pailthorp for being at the meeting. She thinks there are issues all over the island and the Board needs to look at this island wide. Commissioner Freer agrees parking has been an issue and thinks we need to have a comprehensive look at parking. The Board spoke about it at the budget meeting; it is definitely on our radar. He is open to any ideas.

Ms. Pailthorp wants to know if the Board would give consideration to looking at a way to identify property owners who pay taxes so they can look at their property after a storm. She said she is willing to pay a \$2 or \$3 fee for decals. She thinks \$10 is a little steep. She would like the Board to reconsider that.

LC Lynch said he thinks this gives us an opportunity to develop the area into a greenway.

DISCUSSION AND POSSIBLE ACTION RELATED TO RESTRICTING PARKING ON ELIZABETH STREET AND THE PRIVATE WALKWAY ACCESS

Commissioner Freer said he thinks we need to have the attorney look at this topic. Attorney Fox said it is a very complex issue and needs to be worked on deliberately. She would like the Board's permission to speak with Ms. Pailthorp. The Board agreed.

DISCUSSION AND POSSIBLE ACTION TO REVISE VEHICLE DECAL POLICY AND/ OR ORDINANCE FOR ACCESSING BEACH AFTER BRIDGE REOPENING AFTER MAJOR STORM/ DISASTER

Mayor Pro Tem Fletcher said we recently had a storm and people had issues getting back on the island. He said the intent of the Board is to make sure people who are legitimately allowed on the island can get back on. He asked the Board to consider changing the policy to not only allow decals as a way to get back on, but also allow proof such as a driver's license or any formal government proof that you live or own property on the island. Commissioner Freer said he agrees with that, but also would want to point out that would need to be an exception; he encouraged people to use decals. There are circumstances that there can be an exception and you can show proof and allow people to access the island. Commissioner Kyser agrees, but also agrees with using it as an exception. Commissioner Royal concurred. The experience after the storm was that a lot a people were provided their decals in their water bill and didn't put them on their vehicles. He is very reluctant to award bad behavior by instituting a new policy. He remembers from the After Action Report for Hurricane Matthew there was an action on how the police can safely

screen citizens to allow them back on. He would like the Town to be prudent in what we do allow. Chief Layne said the decals are the most efficient way to get people on the island. He said they can allow other methods, but it will back up access to the island.

Mayor Pro Tem Fletcher asked to amend his motion to include that the four stickers owners always got would be at no cost.

Town Manager Hewett said the decal process is in place after many years of evaluating the evacuation/reconstitution protocols. That process of allowing vehicles on the beach has been distilled over more than two decades as the best way to get people on the beach and being able to reconstitute the beach. The decal method is a mechanism that has been derived over time and has been tested. He talked about entry control points and safety and said changing the protocols without testing it for a cycle seems preemptive. He said we had about 60 people who purchased extra decals, in the amount of 109 decals. If we decide to go to issuing free decals, we need guidance on how to refund the money to those who have already paid.

Motion by Mayor Pro Tem Fletcher that rather than requiring only a decal, that we accept also a driver's license as backup proof of living on the beach and allowing them back on with the first crew; second by Commissioner Freer.

Commissioner Royal said he does have safety concerns based on what he heard. Mayor Holden encouraged amending the motion to requiring the license show evidence of a Holden Beach residence.

Mayor Pro Tem Fletcher amended his motion to say a driver's license with a Holden Beach address.

Commissioner Isenhour asked if the motion differentiated between property owners or people who live here. Commissioner Freer said he thinks that is why a water or tax bill was added to accommodate people who don't live here. The Board discussed who gets decals. Commissioner Royal thinks he is hearing all sorts of variables. He learned the Board shouldn't act in haste. He feels for the people who couldn't access the island, but that is the policy. Commissioner Kyser said he agrees with what Commissioner Royal originally said about rewarding people for not putting their decals on their vehicles. He feels for people who couldn't get on the island.

Town Clerk Finnell read the motion. Commissioner Royal clarified the motion and Mayor Pro Tem Fletcher agreed with the clarification.

The motion did not pass with a 2 – 3 vote. Mayor Pro Tem Fletcher and Commissioner Freer voted for the motion and Commissioners Royal, Isenhour and Kyser voted in the negative.

Motion by Mayor Pro Tem Fletcher to allow owners that have the two free stickers to get the other two for free if they come to Town Hall and ask for it; second by Commissioner Freer.

Commissioner Royal asked about the amount people received in the past. Town Manager Hewett replied four. Commissioner Isenhour asked for confirmation that the purpose of charging for the additional two decals was to limit the number of decals so we can the limit the amount of people who can get on the island during a State of Emergency. Commissioner Kyser asked if by not limiting it if it could delay access

for people getting on the beach. Town Manager Hewett provided statistics and explained the logic behind choosing two decals per property owner.

Commissioner Royal asked for a point of order about audience participation when an audience member commented.

The motion passed by a 3 – 2 vote, with Mayor Pro Tem Fletcher and Commissioners Royal and Freer voting for the motion and Commissioners Isenhour and Kyser voting in the negative.

Town Clerk Finnell said we need to amend the fee schedule, so a resolution needs to be brought back to the Board. Staff would also need guidance on what to do concerning refunds from now until the fee schedule is adopted. Attorney Fox agreed it needs to be amended through a resolution.

Motion by Commissioner Royal to defer implementation of the action just approved until next meeting when we would have the draft resolution in place and we can vote on that; second by Commissioner Freer, passed by unanimous vote.

POLICE REPORT – CHIEF WALLY LAYNE

Mayor Holden asked Chief Layne to address the number of deaths and the experience at Holden Beach concerning drugs. Chief Layne said the problem is in Brunswick County, but he doesn't know of any deaths in Holden Beach so far. His department never had to administer Narcan, but they do have access to it.

- Days at the Docks went well. Decent crowd, no major incidents.
- Talked about a recent break-in. The house had an alarm system that scared them off. They proceeded to drive west to the 700 block. Backed into a driveway and hooked up to a construction trailer. They were arrested and confessed to all of our residential break-ins that occurred over the winter.
- Just as predicted, we already had two vehicle break-ins. Don't leave valuables in your vehicles and lock your vehicles. Neither of the vehicles were physically broken into, they were unlocked.
- First turtle nest was discovered today on the island.

DISCUSSION AND POSSIBLE ACTION TO AMEND TOWN ORDINANCE AND/ OR CHARTER TO CHANGE BOARD OF COMMISSIONER TERM TO STAGGERED FOUR YEAR TERMS

Commissioner Royal said his rationale for wanting to change to staggered terms is that in the previous election we had four new commissioners. The Town has been subjected to a significant amount of change. Also, as a first time commissioner, he has learned a lot about how the Town operates since then. He thinks there is a lot of value in reinstating staggered terms. He thinks there is value to the Town to have continuity.

Motion by Commissioner Royal to change the related ordinances and Town of Holden Beach charter that designates the Board of Commissioners' term of office and effective next election we institute a four year term for the three commissioners who receive the highest number of votes, then the remaining two would

be on a two year term and at the next election (two years later) those would run for a four year term, that way it will take two cycles to implement staggered terms; second by Mayor Pro Tem Fletcher.

Attorney Fox explained that there are two ways to amend the charter to do that. You can have a referendum where the citizens vote on it or you can adopt the change as a Board. The process for adopting the change by the Board requires a lot of legal hoop jumping. She provided details on the process. The Brunswick County Board of Elections has advised us that in addition to the state requirements, they would require notification before the next filing date. She explained the process would not be able to be completed in time for the filing requirement. If it is up for referendum it would be voted on this election and implemented the following one. Attorney Fox said there are at least three bills that have been introduced in the General Assembly regarding municipal elections that could impact the elections.

Commissioner Royal amended his motion to enact a resolution to be voted on this election cycle to implement staggered terms (for a referendum);

Attorney Fox said we can meet that deadline.

Mayor Pro Tem Fletcher agreed to the amendment.

Town Manager Hewett said technically the Board of Commissioners includes the mayor. He asked if what is being discussed is just the five commissioners or includes the mayor. Commissioner Royal said his intent was just for the commissioners and asked Mayor Holden's opinion. Mayor Holden said he will do as the Board chooses. He said it would be great if you have someone with experience, but if they don't, it can take them time to learn.

The motion passed by unanimous vote.

DISCUSSION AND POSSIBLE ACTION ON LOCKWOOD FOLLY INLET FUNDING

Shoreline Protection and Recreation Manager Ferguson said since the last meeting, the Brunswick County Board of Commissioners appropriated \$140,000 to dredge the inlet. The State has agreed to pay their portion. The County is asking Holden Beach and Oak Island to reimburse \$35,000 each. Dredging would happen the end of June, first of July. This would be the Merritt, the sidecaster and would not put sand on the beach. The second part of the budget amendment is to stabilize the sand on the east end for fence and vegetation. Commissioner Freer asked if the total of \$30,000 would do the whole east end. Shoreline Protection and Recreation Manager Ferguson replied based on what we are hearing from the contractor. Commissioner Freer said that doesn't do sand nourishment but it opens the inlet so we can talk about maintenance and nourishment in the future on the east end. Shoreline Protection and Recreation Manager Ferguson responded that he is correct.

Motion by Commissioner Royal to appropriate the funds as requested; second by Mayor Pro Tem Fletcher; approved by unanimous vote.

TOWN MANAGER'S REPORT

- Thanks to the Beautification Club for their work at Town Hall. Every year they keep up the appearance of the area.
- No new flood map status.
- Building permits are up. As of today we have 25 new homes in some phase of construction.
- Beach Ranger Program is coming to a head. We are in the vetting process for establishing the personnel. Equipment is prepped. Feel strongly will be ready for Memorial Day weekend.
- Terminal Groin Status - Final engineering edits have been provided to the third party contractor and should be to the Corps' legal group by the end of the week. The schedule for the Final Environmental Impact Study to be published is to be determined.
- Jordan Boulevard and the Other Streets to be Paved – had a preconstruction meeting with the contractor. Pending a small job wrap up we should start that within the next two weeks.
- Water Tank Status – Public Works Director Clemmons is installing a new shut off valve. Should be finished later this week. Should be online by the weekend.
- Playground shade sails will be back up tomorrow.
- Hurricane Matthew repairs are wrapping up. All eight walkways that were damaged have been repaired and are ready for opening day.
- Our last four damaged sewer valve pit repairs are underway.
- Central Reach Project – demobilization is complete. Finalizing the payables. Was told today that North Carolina shuts off payments at the end of May and throughout June. Sand fence installation should wrap up this week. Looking at moving right into vegetation planting. The contractor could be on the beach through July 4th.
- Sewer vulnerability report to the Board will be taking place on May 19th at 9:00 a.m.
- Budget Message was published yesterday. It is now available on the website. Public hearing is scheduled for June 9th at 9:00 a.m.
- Pickleball tournament seemed to be a success.
- Summer concert season kicks off May 28th with Steve Owens and Summertime. Shoreline Protection and Recreation Manager Ferguson has worked really hard on the lineup and did a great job.
- Paint it Purple Cancer Survivors' Ice Cream Social is Friday at 1:30 p.m.

Commissioner Royal said he noticed that the people are now using trucks for rollbacks, instead of golf carts. Town Manager Hewett explained that is now a contractor operation. Commissioner Royal said they are stopping in the road for every trash can moved. He would like to consider if it is feasible to use golf carts. Mayor Pro Tem Fletcher asked if he is correct that golf carts not allowed on the sidewalks. Town Manager Hewett said golf carts are construed to be motor vehicles and agreed they shouldn't be on the sidewalk.

MAYOR'S COMMENTS

- Attended a meeting at the Holden Beach Marina a few days ago in regards to the Lockwood Folly Inlet. Was discouraged when he got there because the meeting was being held upstairs. The room was full of people so some people couldn't hear. Without objection from the commissioners, he would like to ask

Town Manager Hewett to offer use of this room or the maintenance building for the group to meet. The Board agreed.

- Trash Cans – sure the commissioners have received a lot of comments and emails. Looking forward to some relief on that subject
- John McIntyre, the kite man doesn't get enough accolades. Asked him to stand up. Unbelievable the comments the Town gets. Knows how hard he and his team works. Really makes it a fun feeling when you come across the bridge and see all the bright kites. Lynn Holden said he gets lots of comments on them at his store too. Mr. McIntyre said he teamed up with Dave Parson.
- Asked about the water tank. Town Manager Hewett said the contractor had some issues with relocating the communication antennas and it slipped the entire schedule back. The tank is empty while being painted and we can't go through summer with it empty. Will reengage after Labor Day. The color will be the same scheme as before due to the cost.
- The election is coming. Encourages anyone who is interested in serving. Tell your neighbors and friends. Does plan to run for office this coming year.

BOARD OF COMMISSIONERS' COMMENTS

Mayor Pro Tem Fletcher

- Sorry we took so long tonight. Had a lot of things to cover. Appreciates the participation. Have some pretty serious issues to deal with. Working as hard as we can.

Commissioner Royal

- Thanked everyone for coming, listening and offering input. When he is voting he pays attention to if it is legal, is it safe, does it make sense and does it set a precedent. Learned no decision is black or white or comes quickly.
- Thanked committees that support the Town; Beautification Club, the Parks & Recreation Advisory Board and the Town staff that supports those. Has developed some sensitivity to the staff because they are the folks implementing things.

Commissioner Freer

- Offered thanks to Shoreline Protection and Recreation Manager Ferguson for Saturday and Sunday of the Pickleball Tournament. It was a big success and people thought it was well run. Looking forward to the next one.
- Sewer Vulnerability Workshop is Friday. Looks forward to working with McGill and the citizens that made the recommendation earlier.

Commissioner Isenhour

- Was glad that Judge Lewis and Mr. Flattery from the Opioid Task Force came tonight. Glad at Holden Beach we don't see some of the same issues but we do see it countywide. If there is anything the Town can do to support the Task Force in the future, hopes that we can.

Commissioner Kyser

- Thanked everyone for coming.

- Unless you help fly the kites, you don't realize how much work it is. If you happen to be driving by, he always appreciates help.
- Thanked Ava Pailthorp for coming tonight. She gave the Board lots of information that was important to hear. Will hopefully get together with the Town attorney next month and figure something out.

PUBLIC COMMENTS ON GENERAL ITEMS

Chuck Ellenbaum discussed his concerns with needing to put the trash at the curb, instead of Waste Industries taking it from the garbage rack. He talked about what tourists see and the safety of children. His wife sent an email detailing their concerns. Mr. Ellenbaum said recycling bins should be picked up every week and that the brush pickups have been invaluable.

ADJOURNMENT

Motion by Commissioner Royal to adjourn at 9:58 p.m.; second by Mayor Pro Tem Fletcher; approved by unanimous vote.

J. Alan Holden, Mayor

ATTEST:

Heather Finnell, Town Clerk



**TOWN OF HOLDEN BEACH
BOARD OF COMMISSIONERS
SPECIAL MEETING
FRIDAY, MAY 19, 2017 – 9:00 A.M.**

The Board of Commissioners of the Town of Holden Beach, North Carolina met for a Special Meeting on Friday, May 19, 2017 at 9:00 a.m. in the Town Hall Public Assembly. Present were Mayor J. Alan Holden; Mayor Pro Tem John Fletcher; Commissioners Peter Freer and Ken Kyser; Town Manager David W. Hewett; Town Clerk Heather Finnell, Public Works Director Chris Clemmons; Water & Sewer Superintendent Eric Long; and Building Official Tim Evans. Also present were Michal Norton and Doug Chapman from McGill and Associates; Mike Sullivan and Tony Marwitz from the Sewer Vulnerability Advisory Committee and homeowners Judy Holden and Pat Kwiatkowski. Commissioners H. Ashley Royal and Kim Isenhour were not in attendance.

Town Manager Hewett introduced McGill and Associates and explained the purpose of the meeting. The Board agreed to a workshop setting where the audience can ask questions throughout the meeting.

Mr. Chapman provided a quick recap of the process. He said one of the things they looked at was raising the equipment. Two alternatives raised the equipment above the base flood elevation. Through discussions with Town staff and in consideration of the positives and negatives, they thought Alternative 2 was the most practical for the Town. There are still some variables that need to be decided. Pump station 4 is the most vulnerable to flooding. Going through the design process for Station 4 gives us the opportunity to get it to a point where we could determine a better resolution of cost estimates. Mr. Chapman said nondestructive testing was done parallel to the report being prepared. The testing showed the tanks were in pretty good condition. They had a few areas of wear each. They recommend that the Town look at a regular schedule for completing those tests. They also recommend that the Town investigate a SCADA system. That is included in all of the alternatives. He suggested that the Town may want to do some level of SCADA on Station 1. Mr. Chapman said they talked about strategy for the valve pit vents. Public Works is investigating a communication system where you can have central communication with valve pits. They also recommended looking at a staff and user friendly mapping system.

Commissioner Freer asked if they see doing Pump Station 4 as a pilot and then trying to replicate what was learned for Stations 3 and 2 and leave 1 as a unique situation. Mr. Chapman said Stations 2 and 3 are essentially identical. He explained how Station 4 is a little different. There will be some differences. Station 1 can be completed differently because of its location. It is the most critical station from staff's operation. It serves a larger area. Public Works Director Clemmons said it has four zones in that one station. Town Manager Hewett said he wants to qualify the difference between a critical facility and the vulnerability of the stations. He said the vulnerability is completely different in comparison to the other stations. Mr.

Norton said you still have access and safety factors to consider, even though there is not the flooding risks. Mr. Sullivan explained why he thinks Station 1 should be the last one to be done. Building Official Evans talked about the flood insurance program and Town ordinances. He said if the Town doesn't follow the program, homeowners' insurance could go up. He said the Hazard Mitigation Plan says the Town would do everything we could to raise the facilities up. He proposed based on the information he discussed that they all be considered the same in respect to vulnerability. You can phase them, but they are all critical. Mr. Sullivan agrees that all four are vulnerable, but the Town needs to make a decision based on money. We need to prioritize.

Commissioner Freer said it is his understanding that the work needs to be completed one station at a time and that there are a lot of things that the Town can do immediately to each one before a complete retrofit, for example SCADA. Mr. Chapman explained we can only do minimal things to 2, 3 4 and leave the equipment under base flood elevation. Those things will not fix the big picture. Commissioner Freer said in his mind it will be 18 months to complete the first one. It will be several years to complete the project and you don't want to have three stations sit over that period. He suggested that we could maybe do the minimum on those. Mr. Chapman talked about issues with meeting code by doing it that way. Town Manager Hewett said in his opinion until the fundamentals of elevation are dealt with, installing any kind of SCADA system would not be a good idea. It is expensive.

Mr. Marwitz said if a pump station goes down, 25% of the island is in trouble. He said we need to develop a bypass system. Commissioner Freer asked if we need a bypass system while changing over. Mr. Chapman explained how the process would work. All of work would be done while the old equipment is still operating. They would then start switching over the parts one item at a time. He discussed the individual components. He said they could all be done at the same time. Public Works Director Clemmons said if we replace one at a time, it would increase the inventory of spare parts to operate the system. Mayor Pro Tem Fletcher asked if money is the reason we wouldn't do all four at the same time. Town Manager Hewett replied yes and no. This is an experiment, by phasing it in it reduces vulnerability and risks in terms of getting it right. He would prefer to initially program to do one station at a time. He thinks the Board needs to decide which design they would like to use. He thinks it will be a six year program. Town Manager Hewett thinks by that time Station 1 will have capacity issues that will need to be dealt with. Building Official Evans said if you are going to phase it over time, phase the whole project. The Board discussed how the project could be phased. Mr. Marwitz said the longer you wait the more likely you are to have a catastrophic problem. He said do whatever is necessary to get started to get it finished. Mr. Chapman talked about the electrical equipment that will be left underground.

Mr. Chapman said you could design them all now and then decide what to do with construction. The Board discussed the best way to move forward. Building Official Evans talked about phasing by working on each individual item of the project on all stations at the same time. Discussion was held on the best method of moving forward.

Mayor Holden needed to leave the meeting at 10:25 a.m. to attend a regularly scheduled Quarterly Mayors' Meeting.

The Board talked about the different alternatives. Mr. Chapman sketched and explained the difference between the alternatives.

The Board took a break from 10:30 a.m. – 10:35 a.m.

The Board talked about the next steps. The first step is the Board needs to adopt a budget that includes funding for the project. The next step would be to put out a Request for Qualifications for an engineering firm to do the designs. Town Manager Hewett said in the Budget Message he recommended the Board choose Alternative 2 and to phase it in. The Board talked about the timing of phasing the alternatives and held additional discussion on the sequencing of the project. Mr. Chapman showed the sketches of Alternatives 2 and 3.

Public Works Director Clemmons, Water & Sewer Superintendent Long and Mr. Sullivan likes Alternative 2. Town Manager Hewett said he is with the operators. Mr. Marwitz recommends Alternative 3.

Mayor Pro Tem Fletcher and Commissioners Freer and Kyser agreed they would like to select Alternative 2.

Commissioner Kyser suggested that when the site evaluations are done, they should all be completed at the same time.

Town Manager Hewett said he is hearing that the Board likes Alternative 2, but based on what we see when we do our exploratory engineering, we may have to change.

Mayor Pro Tem Fletcher and Commissioners Freer and Kyser agreed to complete them one at time, starting with Station 4 then progressing.

Town Manager Hewett said the budget would be effective July 1st and that is when we would start the Request for Qualifications. He doesn't anticipate starting the Request for Qualifications until the budget is voted on.

ADJOURNMENT

The meeting was adjourned at 11:03 a.m.

J. Alan Holden, Mayor

ATTEST:

Heather Finnell, Town Clerk



**TOWN OF HOLDEN BEACH
BOARD OF COMMISSIONERS
SPECIAL MEETING
FRIDAY, JUNE 9, 2017 – 9:00 A.M.**

The Board of Commissioners of the Town of Holden Beach, North Carolina met for a Special Meeting on Friday, June 9, 2017 at 9:00 a.m. in the Town Hall Public Assembly. Present were Mayor J. Alan Holden; Mayor Pro Tem John Fletcher; Commissioners Ashley Royal, Peter Freer and Kim Isenhour; Town Manager David W. Hewett; Town Clerk Heather Finnell; Fiscal Operations Clerks Margaret Lancaster and Mandy Lockner, Shoreline Protection and Recreation Manager Christy Ferguson; Public Works Director Chris Clemmons; and Police Chief Wally Layne. Commissioner Ken Kyser was unable to attend the meeting.

PUBLIC HEARING – PROPOSED BUDGET FOR FISCAL YEAR 2017 - 2018

Town Manager Hewett reviewed the process to this point. The budget as presented maintains a 22 cent tax rate; appropriates by law all of our debt services and equivalent long term obligations; and amends the Capital Improvement Plan (CIP). The estimated General Fund Balance is approximately 50%, of that the unassigned amount is approximately 30%. The budget retains the current benefit package; provides for a 3% merit increase; includes an increase for sanitation contract work; and perpetuates canal dredging. FEMA Matthew reimbursements are included as the budget was amended this year. The new beach ranger program has been stood up. The budget includes money for the Shallow Draft Inlet Five easements. He reviewed the amount in the budget by fund. The Water/ Sewer Fund includes the first phase of the sewer vulnerability project. The BPART Fund includes the FEMA grant reimbursement program. Town Manager Hewett said he rolled the program forward as it has been approved by FEMA. Some of those reimbursements will be captured this fiscal year and some next fiscal year. The total of all funds is about \$19.5 million. The CIP is projected at about \$12 million. This is the third year of the street resurfacing program. The CIP provides for \$1.5 million of water and sewer improvements, which includes the first lift station retooling. It also provides for next year's payment of the water tower rehab and the possible construction of a second water tower in year five. There are funds for engineering services that would scope what those requirements are. The budget provides for construction of the terminal groin in year two and canal dredging in the 2018/ 2019 timeframe and also in year 6.

Mark Fleischhauer said he served on the Audit Committee for the past two tenures of the committee. One subject that comes up and seems to be lagging is our existing cash balance. He thinks the main concern the Town has is hurricanes. He would like the Board to consider adopting a resolution that establishes a minimum cash balance. Mr. Fleischhauer thinks it should be at least 40%. He recognizes it may take a couple of years to get to that.

Vicki Myers asked for an explanation on the criteria for putting items in the capital plan. Town Manager Hewett responded that last year was the first year we developed a CIP. This year is a further refinement of that. We tried to use a thumbnail sketch of what we think is big. There is no type of dollar threshold that has been used. We try to keep operational things in the current budget. Ms. Myers asked what PARTF 797 is. Shoreline Protection

and Recreation Manager Ferguson responded it is the number the state assigns. The amount is for the remaining part of the PARTF grant that needs to be finished.

Mike Sullivan said taxes were raised and we are being reimbursed for Matthew at almost \$6 million. He asked if there is a plan for next year's budget to take the reimbursement and use it to modify taxes. Commissioner Royal said he had asked if the Town could use the reimbursement to reduce the terms of the debt. He inquired if that is what Mr. Sullivan was asking about. Mr. Sullivan said there is a transfer to help pay the expenses of \$800,000. He asked if we can use the reimbursement from Matthew to offset the amount transferred. Town Manager Hewett responded yes, the reimbursements will be returned to the BPART Fund for allocation as the Board sees fit. He said you can't pay the debt down earlier, but the debt can be paid from the BPART Fund. He said the funds can be appropriated from the BPART Fund to pay for the Central Reach Project. Mayor Pro Tem Fletcher said you could reduce taxes, but then you wouldn't have money built up in the BPART Fund for future storms. Commissioner Freer said there is a General Fund Balance, a BPART Fund Balance and taxes. We have a Fund Balance Reserve goal of 40% – 70%. We are at 30% and were at about 19% last year. He talked about shuffling balances. Commissioner Freer thinks the goal was to keep it as pure as possible and not shift monies from one fund to another. Mayor Holden said the BPART money does has limitations on what it can be used for.

Town Manager Hewett explained that this year there are no Fund Balance appropriations from the General Fund and no transfers from the Water Fund to the General Fund. There are only transfers for the Central Reach Project that represent the tax levy from the General Fund to the BPART Fund. Commissioner Freer asked about the Emergency Operations Center being paid from the Water Fund. Town Manager Hewett responded that in the past it was paid out of the General Fund, then there was a transfer from the Water/ Sewer Fund. He explained why it was done that way in the past.

The public hearing was closed at 9:24 a.m.

DISCUSSION AND POSSIBLE ACTION ON ORDINANCE 17-08, FISCAL YEAR 2017 – 2018 BUDGET ORDINANCE

Commissioner Freer said he spoke with Town Manager Hewett about the east end beach nourishment, Lockwood Folly Inlet dredging budget item. He said every once in a while, we do some dredging and he hopes the focus would be on east end beach nourishment like we did with the \$76,000 with the Corps. We also appropriated \$35,000 that doesn't do beach nourishment. He understands we need to do that to get to the next step of dredging to capture the sand. It has not been in the budget; it has been requested throughout the year. Commissioner Freer said he would like to put \$100,000 in the budget to recognize that expense and to show the county and state we intend to participate in those programs. Town Manager Hewett asked if what he is talking about is to in the upcoming year provide funding for the outer bar for the sidecaster operations. The effort that puts sand on the beach from the inlet crossing only happens every two years. If it is primarily for the outer bar, the sidecaster operations, we have some dialogue we want to share on that. We don't know how deep that hole is, as far as continually going to the well on the sidecaster as being the end all. We are trying to get to putting sand on the beach with whatever kind of navigation effort that happens there. Town Manager Hewett said we are not sure how expensive it will be over the long haul. We hope we will get to a point where that function will be performed by industry and not the Corps' plant that doesn't put sand on the beach. He said the inlet crossing project that puts sand on the beach currently uses the least cost method of disposal. It is transportation driven and he thinks that over the years we have relied on the Corps to provide the transportation aspect of inlet maintenance. Transportation is outside the corporate limits of the beach and is a function of the county. He thinks that is something that has been missing in a lot of the transportation planning organizations. Water highways in the county have not been recognized as a mode of transportation. He said he thinks for the state's

shallow draft inlet maintenance requirements that it is about \$1 million apiece to maintain the state's inlets to their designed depth and width. Commissioner Freer said the Town has been providing money for both the inlet and the waterway as needed. He said instead of doing that on the fly, let's put it in the budget. Town Manager Hewett said the outer bar dredging doesn't provide a commodity. He asked if the opinion of the Board is that they want this counted as a 3% tourism related expense since it doesn't put sand on the beach. Commissioner Royal stated he thinks there is an element of tourism because there are people that would be chartering boats. He said we heard from the captains that it is worse than it has ever been and it has a potential detriment to tourism. If other beaches have navigable inlets, he thinks people would factor that in. Town Manager Hewett said we did research on the tax base relating to boats. For those boats that are registered at Holden Beach it is less than \$1.5 million in valuation. At the current tax rate, that is less than \$4,000. Commissioner Freer said the first step is the sidecaster, the second is to hopefully recover the sand. He said in the budget there is \$50,000 item related to the same point, legal fees. Town Manager Hewett said that is to acquire the easements. Commissioner Freer said that is in the same function as putting sand on the east end so he thinks we should budget \$100,000 to show we are planning on participating in those shared expenses in the future. Commissioner Royal said they were at the county meeting where they discussed allocating funding for shallow draft inlet dredging and he thought he heard that they had an interest in what we would be doing. He thinks the Town needs to demonstrate that we are committing finances to the same end. Commissioner Freer said the actual goal is putting sand on the east end. Mayor Pro Tem Fletcher asked if Town Manager Hewett has a feel for the cost for having a dredge that would pump the sand on the beach. Town Manager Hewett said they are highly volatile, you really need to go to bid. Mayor Holden explained there are so many variables involved with that. Mayor Pro Tem Fletcher asked if the state and county would still participate with the Town. Town Manager Hewett responded that the Shallow Draft Inlet Fund is law now, but he can't speak for the county's definite commitment. They have piggybacked each time we proposed a project in the past. Mayor Holden asked if they are talking about setting aside the \$100,000 from the BPART Fund or from raising taxes. The commissioners replied the BPART Fund.

Mayor Pro Tem Fletcher asked if there are ways to increase the General Fund Balance ratio. Town Manager Hewett replied you raise revenues or cut expenses. He thinks the Town runs a bare bones operation. He said we may end up with \$1,000 scattered across line items, but that just falls back into Fund Balance. He is more concerned about protecting existing revenue streams than getting new ones. He explained why. He said the Town is getting outplayed at the state level. The Board has talked about a lobbyist. This budget doesn't include a lobbyist. That is probably something the Town needs to consider. Mayor Pro Tem Fletcher asked if we have a handle on how much of the expenses that could have been in of the General Fund are coming out of the BPART Fund or other funds. Town Manager Hewett said it is the other way around and provided some examples.

Commissioner Freer talked about the BPART Fund Balance. He asked what the balance was last year. Town Manager Hewett said he believes the audit ending amount was right at \$6 million. Commissioner Freer said in the past budget, we did not replenish the BPART Fund Balance, but we did better on the General Fund Balance. He added it is important to start replenishing the BPART Fund Balance. Town Manager Hewett said there is a brand new beach and rentals are full.

Mayor Holden asked the difference between the budgeted amount versus the amount under contract for trash services. Town Manager Hewett said it is a wash. Mayor Holden said we have major problems with how we are operating the trash collections. He said he is having to pay the expenses to empty trash at the rental houses since Waste Industries is coming before renters leave. He thinks there should be consideration to see if the Town can amend the contract or hire additional help. He said it is a health issue as much as anything else.

Commissioner Royal agrees. He said Saturdays are not the best day to advertise the beach to the public because trash is clearly a problem. He said the Town needs to do something. He is also concerned that the pickup truck used for rollbacks is a safety hazard. They are obstructing traffic. Mayor Pro Tem Fletcher said a major issue is with recyclables. He said if everyone who rented was required to have a recycling bin the Town would mitigate some of those issues. Mayor Holden stated it boils down to that the amount in the budget will only take care of the contract. Town Manager Hewett said he could discuss the issues with Waste Industries to see if there is any margin for the timing on the pickup schedule. Mayor Holden stated it is not unusual for the traffic to be backed up for half a mile behind the trash truck. Pickup time and day were discussed. Town Manager Hewett said he could engage in a dialogue to see if Waste Industries can change the pickup time. He said trash is complicated. Town Manager Hewett said we need to be careful before we make a knee jerk reaction. The reason we have trash pickup on the scheduled days is because that has evolved to what works for the Town. It has distilled down to the solution that works for us. Commissioner Isenhour said maybe it is a matter of leaving it as it is and then having a crew to check after. Public Works Director Clemmons said we would need to have conversation with Waste Industries to see if that is a service they provide. The Town doesn't have a truck to provide that service. Commissioner Freer asked if staff could have that discussion before the next meeting.

Commissioner Freer asked about the Administration/ Legal fees on canals. Town Manager Hewett said those are programmatic placeholder budgets. They only come into play when we execute a dredging project. Commissioner Freer asked about the Transfer from Canal Dredging on page 2. Town Manager Hewett replied it is the total of all three of those line items in the canal subdivision that reflects back into General Fund revenue. Normally that transfer is not made because there is not any effort expended other than some marginal housekeeping efforts.

Commissioner Freer said on the last page of the CIP, he would like to see an asterisk near the terminal groin. He understands there is a significant expense related to the terminal groin in the following years. He would like an asterisk saying there will be a significant expense related to the \$2.5 million. Commissioner Freer's request was discussed. Town Manager Hewett said he will find a quote using the Environmental Impact Statement as a source.

Commissioner Royal said the Board discussed establishing 5% for a sand fund at the workshops. He knows we are talking about fund balances and trying to increase those and he is hearing the budget is bare bones. Fortunately we are realizing growth in revenues. He thinks the Town needs to establish a firm goal for replenishing our sand nourishment fund and strategically we need to plan for that by setting a goal of 5% so we can avoid as best we can having to raise taxes again if we have a major storm that wipes out the benefits of the Central Reach Project. He would like to address it strategically, for every increase in revenue, against an increase in expenses, we allocate that to a sand fund. He thinks the Board needs to establish it as priority for the difference to be allocated as a sand fund. Town Manager Hewett asked if what he is saying it taking the leftover money from the end of year and dedicating it to beach nourishment. Commissioner Royal said he is proposing an increase of revenue realized in the current fiscal year, minus the increase of expenses, the balance of that be allocated to beach nourishment. He is talking about in the General Fund and the BPART Fund. Commissioner Freer asked if he wants a line item in the BPART Fund that says beach nourishment. Commissioner Royal replied yes. He wants this to be a constant goal. He understands the current budget doesn't accomplish that, but he is anxious to get a strategy in place. Mayor Holden asked about the revenue increase based on new construction. Town Manager Hewett said the tax base is a January 1st number. Mayor Holden asked if this could be addressed by policy, instead of actual numbers. Commissioner Isenhour suggested this could be part of the stated goals for

the budget. Commissioner Freer said it was and it wasn't met. Mayor Holden said the money didn't improve, but beach conditions did.

Mark Fleischhauer said this is in conflict with what he proposed earlier. He agrees there are policies and strategic ways that can be followed.

Commissioner Royal would like to institutionalize intent.

Motion by Commissioner Royal to establish a policy as discussed that would establish a long term goal of replenishing the fund for beach nourishment, equal to 5% of the fiscal budget.

Town Manager Hewett explained the Water/ Sewer Fund is off limits. Mayor Holden asked staff to bring something forth to a future meeting for consideration.

The consensus of the Board is for staff to present something for the Board's consideration.

ADJOURNMENT

Motion to adjourn at 10:28 a.m. by Commissioner Royal; second by Commissioner Freer.

Town Manager Hewett asked if the Board is talking about crafting something to include in this budget. Mayor Holden replied no, it is an ongoing working policy.

Mayor Holden said Commissioner Kyser isn't in attendance because of a medical issue.

The motion to adjourn was passed unanimously at 10:29 a.m.

J. Alan Holden, Mayor

ATTEST:

Heather Finnell, Town Clerk

Ordinance 17-08
Town of Holden Beach Fiscal Year 2017/2018 Budget Ordinance

An Ordinance to appropriate revenues and authorize expenses for the Fiscal Year beginning 1 July 2017 and ending 30 June 2018. BE IT ORDAINED by the Board of Commissioners of the Town of Holden Beach North Carolina that revenues and expenses for the Fiscal Year 2017/2018 are authorized as set out below:

PART I. General Fund

GENERAL FUND REVENUES

CREDIT CARD SITE FEE GENERAL	1,000
AD VAL TAXES - CURRENT	2,623,191
AD VAL TAXES - PRIOR	20,000
VEHICLE TAXES	16,030
PNLTY & INT - AD VAL TAX	7,500
VEHICLE STICKERS	700
TAX PMTS TO BE REFUNDED	100
MISCELLANEOUS	7,000
SIDEWALK DEPOSIT	500
HOUSE MOVING SECURITY DEP	100
BRIDGE FEE	100
PLUMBING SCREEN SALES	250
BLUE CAN HOME RECYCLING	14,040
DONATIONS	500
CHRISTMAS DECORATIONS	500
UTILITIES FRANCHISE TAX	157,850
SALES ON TELECOMM-UTIL FR	8,550
SALES TAX ON VIDEO PROGRM	38,137
BEER &/OR WINE TAX	2,600
POWELL BILL	34,303
LOCAL SALES & USE TAX	148,185
CAMA CONTRACT	3,300
COURT COSTS	200
PARKING VIOLATIONS	100
ORDINANCE VIOLATIONS	1,200

Mosquito Contract	1,250
BUILDING PERMITS	138,403
CAMA PERMITS	5,142
ZONING FEES	9,694
ELECTRICAL INSPECTION	21,810
MECHANICAL INSPECTION	28,165
PLUMBING INSPECTIONS	13,457
ADMINISTRATIVE FEE-INSP	614
HOMEOWNERS RECOVERY FUND	500
REINSPECTION FEE	200
SALES TAX REFUND	7,500
DEMOLISH PERMIT	500
SALE OF MATERIALS	500
SALE OF TOWN FLAGS	100
SALE OF FIXED ASSETS	5,000
TRANSFER FROM SRF CANAL DREDGING	50,940

Total for Revenue **3,369,711**

Expenses:

GOVERNING BODY

SALARIES - MAYOR AND COMMISSIONERS	7,800
PROFESSIONAL SERVICES	48,000
GOVERNING BODY - FICA	600
COMMUNICATIONS	6,600
PUBLIC RELATIONS	1,500
COMMUNITY EVENTS	1,500
TRAVEL	2,000
AB-TRAVEL & TRAINING	2,000
HURRICANE PREPARATION	2,100
DECORATIONS	500
ADVERTISING	750
AB-ADVERTISING MEETINGS	500
HOLDEN BEACH FLAG	500

AB-SUPPLIES & MATERIALS	1,500
OPERATIONAL CONTINGENCIES	5,000
NEW TOWN HALL DEBT SERVICE	275,893
New Town Hall Ops, Maint and Repair	48,836
CONTRIBUTIONS	14,750
TRANSFER TO BPART FUND	806,576
Total	1,226,905

Administration

SALARIES	
SALARIES - OVERTIME	333,195
FICA	3,500
GROUP INSURANCE	25,757
RETIREMENT	68,420
401K EMPLOYERS MATCH	25,252
COMMUNICATIONS	13,019
PRINTING	50,000
TRAVEL & TRAINING	6,000
M & R - EQUIPMENT	8,000
ADVERTISING	3,500
DEPT SUPPLIES & MATERIALS	1,000
UNIFORMS	5,500
REWARDS AND WELLNESS PRGR	1,000
SAFETY PROGRAMS ALL DEPTS	2,000
CONTRACTED SERVICES	1,500
DUES & SUBSCRIPTIONS	18,000
INSURANCE & BONDS	4,000
EQUIPMENT	40,000
	28,500
Total	638,143

POLICE EXPENSES

SALARIES	383,293
SALARIES - OVERTIME	48,500
FICA	33,032
GROUP INSURANCE	95,788
RETIREMENT	35,623
PD EMPLOYER'S 401K CONTRIBUTION	19,877
COMMUNICATIONS	27,500
TRAVEL & TRAINING	5,500
COMMUNITY WATCH	500
M & R - EQUIPMENT	2,500
M & R - VEHICLES	5,000
GAS, OIL & TIRES	25,000
DEPT SUPPLIES & MATERIALS	5,000
UNIFORMS	2,000
POLICE INOCULATIONS	500
EQUIPMENT	7,000
CAP OUTLAY-VEHICLES&EQUIP	59,634
PD CARS-ACCIDENT REPAIRS	2,000
Total	758,247

INSPECTIONS EXPENSES

SALARIES	148,682
SALARIES OVERTIME	1,500
FICA	11,489
GROUP INSURANCE	41,052
RETIREMENT	11,264
401K EMPLOYERS MATCH	6,250
COMMUNICATIONS	8,000

PRINTING	1,000
TRAVEL & TRAINING	3,000
M & R - VEHICLES	4,000
ADVERTISING	2,500
GAS, OIL & TIRES	3,250
DEPT SUPPLIES & MATERIALS	4,500
BUILDING INSP - UNIFORMS	1,500
CONTRACTED SERVICES	12,500
DUES & SUBSCRIPTIONS	1,000
HOMEOWNERS' RECOVERY FUND	600
EQUIPMENT PURCHASE	7,500
Total	269,586

PUBLIC WORKS, STREETS, BUILDINGS AND GROUNDS EXPENSES

SALARIES	56,441
SALARIES OVERTIME	3,000
PROFESSIONAL SERVICES	1,000
FICA	4,547
GROUP INSURANCE	13,684
RETIREMENT	4,458
401K EMPLOYERS MATCH	2,000
UTILITY - STREET LIGHTS	45,000
BUILDINGS UTILITY PAYMENT	1,250
TRAVEL	1,000
BLDINGS&GROUNDS MAINT/SUP	25,000
M & R EQUIPMENT	17,500
M & R VEHICLES	6,000
MAINT & REP STREETS	10,000
MAINT & REPAIR BULKHEADS	15,000
STREET DRAINAGE PROJECTS	5,000
STREET SIGN REPLACEMENT	3,500

ADVERTISING	250
GAS, OIL & TIRES	15,500
DEPT SUPPLIES & MATERIALS	6,000
UNIFORMS	1,500
STREET PAVING PROJECTS	115,519
SIDEWALK MAINTENANCE	5,000
Total	358,149
 SANITATION EXPENSES	
SALARIES FULL TIME	33,186
SALARIES OVERTIME	4,500
FICA	2,883
GROUP INSURANCE	13,684
RETIREMENT	2,826
401K EMPLOYERS MATCH	1,750
TRAVEL & TRAINING	500
MAINT & REPAIRS EQUIPMENT	750
DEPT SUPPLIES & MATERIALS	12,500
SANITATION UNIFORMS	700
CONTRACTED SERVICES	28,402
BLUE CAN HOME RECYCLING	16,000
SOLID WASTE TIPPING FEES	1,000
Total	118,681
 Total General Fund Expenses	 3,369,711

PART II. Water and Sewer Fund**WATER AND SEWER FUND REVENUES**

CREDIT CARD SITE FEE WATER	900
INTEREST ON INVESTMENTS	1,500
RENTS & CONCESSIONS	100,759
ADMINISTRATIVE FEES WATER	750
RESIDENTIAL IMPACT FEE	42,765
CAPITAL CHARGES CTY-SEWER	950,000
INTEREST ON CAPITAL CHRGS	15,000
CAPITAL CHARGES TOWN-SEWR	614,616
SHARE PAYMENTS	22,000
WATER USE CHARGES	880,760
SPECIAL CHARGES FOR UTIL	2,750
Irrigation Meter Inspection Fees	14,760
SEWER USE CHARGES	797,315
AVAILABILITY FEE SEWER	1,750
TAP & CONNECTION FEES	65,000
TAP & CONNECT FEES-SEWER	13,500
RECONNECTION FEES	750
PNLTY & INTRST - BILLINGS	12,500
SHARE FUND PENALTY PAYS	45,000
Fund Balance Appropriated	1,552,429
Total for Revenue	5,140,804

A sewer capital fee of \$497.30 per developable property within the corporate limits of the Town of Holden Beach is authorized for the payment of debt service to fulfill the Town's sewer capital obligation. Said fee is to be billed concurrently with ad valorem property taxes and collected in accordance with applicable North Carolina General Statutes.

ADMIN EXPENSES

SALARIES	36,936
SALARIES-OVERTIME	600
FICA	2,871
GROUP INSURANCE	13,684
RETIREMENT	2,815
401K EMPLOYERS MATCH	500
COMMUNICATIONS	42,500
PRINTING	1,500
EPA CC REPORT-ADMIN PREP	750
TRAVEL & TRAINING	5,000
M & R - EQUIPMENT	7,500
DEPT SUPPLIES & MATERIALS	2,000
CONTRACTED SERVICES	10,000
DUES & SUBSCRIPTIONS	5,500

TOTAL **132,156**

OPERATIONS EXPENSES

SALARIES	164,734
SALARIES-OVERTIME	7,000
PROFESSIONAL SERVICES	35,000
Professional Services Irrigation Inspect	13,501
FICA	13,138
GROUP INSURANCE	44,473
RETIREMENT	12,880
401K EMPLOYERS MATCH	5,000
COMMUNICATIONS	2,000
UTILITIES	2,500
UTILITIES-PUMPING STATION	58,000
TRAVEL	5,500
M & R WATER TANK	64,308
M & R EQUIPMENT	6,500
OPERATION & MAINT VAC SYS	27,400

M & R VEHICLES	8,000
M & R WATER SYSTEM	40,000
CTY CAPITAL COSTS SEWER	1,156,218
GAS, OIL & TIRES	15,500
DEPT SUPPLIES & MATERIALS	3,500
O&M VACUUM STATIONS	135,000
METERS (NEW CONSTRUCTION)	36,000
UNIFORMS	1,500
CONTRACTED SERVICES	20,000
PURCHASES FOR RESALE	425,504
COUNTY O&M CHARGE SEWER	217,564
EQUIPMENT PURCHASE -WATER	107,000
PS II-IV VINYL FENCE	20,000
CAPITAL OUTLAY-VALVE PITS	40,000
CAP OUTLAY MAJ EQUIP SEWR	1,512,000
DEBT SERVICE SEWER	660,593
NEW EOC OPS, MAIN AND REPAIR	55,000
NEW EOC DEBT SERVICE	93,335
 Ops TOTAL	 5,008,648
 Total	 <u>5,140,804</u>

PART III. Beach Preservation/Access & Recreation/Tourism (BPART) Fund

BPART REVENUES

ACCOM TAX	1,800,000
BRUNSWICK COUNTY CRP REFUND	13,080
ACCOMMODATION TAX PENALTY	250
INTEREST ON INVESTMENTS	5,000
MISCELLANEOUS BPART	14,000
RECREATION PROGRAMS	15,000
FEMA MATTHEW	5,996,227

EAST END SHORE PROTECTION	69,973
PARTF PROJECT 797	123,500
SALES TAX REFUND	1,500
TRANSFER FROM GENERAL FUND	806,576
FUND BALANCE APPROPRIATED	223,500

Total for Revenue **9,068,606**

BPART EXPENSES

DEBT SERVICE CENTRAL REACH	1,448,520
FEMA MATTHEW	5,996,227
TRANSFER COUNTY ACCOM TAX	295,500
SALARIES - RECREATION	42,591
OVERTIME - RECREATION	2,000
FICA - RECREATION	3,411
Group Insurance	13,684
RETIREMENT REC	3,344
401K EMPLOYERS CONTRIBUTION	1,000
PROFESSIONAL SERVICES	65,000
EAST END SHORE PROTECTION	69,973
ATM - CONTRACT FEES	25,000
PROFESSIONAL SRV-MAINLAND	3,500
PROFESSIONAL SERVICES- BEACH	15,000
Recreation Programs	12,500
Beautification Club	12,600
Jordan Blvd Ops, Mx and Repair	30,000
Starfish Fire Substation Upgrade	10,450
Starfish Fire Substation Ops, Mx, Rpr	1,000
Park and Rec Utilities	5,000
Dog Park	500
COMMUNICATIONS	6,500
Gas Oil and Tires	4,000

TRAVEL & TRAINING	12,000
PUBLIC REST ROOMS	20,000
BEACH EQUIPMENT MAINTENAN	6,500
BEACH VEGETATION	50,000
SHORELINE MONITORING	25,000
DEBRIS REMOVAL	3,000
FESTIVAL & SECURITY	7,000
CONCERTS	30,000
HOLDEN BEACH PROMOTION	40,000
CHAMBER OF COMMERCE	3,000
Contributions BPART (Donations)	4,500
ACCESS & RECREATION	71,400
WASTE IND 2ND PICK-UP	80,000
SAND FENCE PROJECT	15,000
POCKET PARK 628OBW	1,650
HALSTEAD PARK	1,650
Rothschild Davis Park	30,000
LOCKWOOD FOLLY DREDGING	150,000
PARTF PROJECT 797	247,000
SALARIES BEACH PROJECT	26,726
OVERTIME - BEACH PROJECT	4,000
FICA BEACH PROJECT	2,351
RETIREMENT BEACH PROJECT	2,500
401K EMPLOYERS BEACH PRJT	2,304
Group Insurance Beach Project	10,263
CONTRACT SERVICES SANITATION	75,000
Salaries Police	47,373
Overtime Police	8,000
FICA Police	4,236
Insurance Police	13,684
Retirement Police	4,569
POLICE 401K EMPLOYERS CONTRIBUTION	2,600

Total **9,068,606**

PART IV. Other Special Revenue Funds**Holden Beach Harbor Canal Dredging Special Revenue Fund****REVENUE**

BALANCE FORWARD	576,197
SRF HBH INTEREST	250
SRF HBH ASSESSMENTS	139,280
SRF HBH PRIOR ASSESSMENTS	900
Total	716,627

EXPENSE

SRF Administration - HBH	7,166
SRF Legal Fees - HBH	7,166
SRF Construction - HBH	537,470
SRF Surveying - HBH	35,831
SRF Permitting CAMA - HBH	17,916
SRF Permitting ACE & Other Agencies	17,916
SRF Designs - HBH	21,499
SRF Contract Docs, Plans, Specs - HBH	35,831
SRF Construction Management, Insp, Closeout - HBH	17,916
SRF Transfer to General Fund- HBH	17,916
Total	716,627

In accordance with North Carolina General Assembly Session Laws 2004-104 as amended and 2005-90; as such, a canal dredging fee of \$400 per lot (per the Fiscal Year 2008/2009 assessment district resolution) for Holden Beach Harbor is hereby established for the Fiscal Year beginning 1 July 2017 and ending 30 June 2018.

Heritage Harbor Canal Dredging Special Revenue Fund

REVENUE

BALANCE FORWARD	237,446
SRF HH INTEREST	250
SRF HH ASSESSMENTS	136,518
SRFHH PRIOR YEAR ASSESSMENTS	1,500
Total	375,714

EXPENSE

SRF Administration - HH	3,757
SRF Legal Fees - HH	3,757
SRF Construction - HH	281,785
SRF Surveying - HH	18,786
SRF Permitting ACE & Other Agencies HH	9,393
SRF Permitting CAMA - HH	9,393
SRF Designs - HH	11,271
SRF Contract Docs, Plans, Specs - HH	18,786
SRF Construction Management, Insp, Closeout - HH	9,393
SRF Transfer to General Fund- HH	9,393
Total	375,714

In accordance with North Carolina General Assembly Session Laws 2004-104 as amended and 2005-90; as such, a canal dredging fee of \$400 per lot (per the Fiscal Year 2008/2009 assessment district resolution) for Heritage Harbor is hereby established for the Fiscal Year beginning 1 July 2017 and ending 30 June 2018.

Harbor Acres Canal Dredging Special Revenue Fund

REVENUE

BALANCE FORWARD	860,971
SRF HA INTEREST	300
SRF HA ASSESSMENTS	92,801
SRF HA PRIOR ASSESSMENTS	300
Total	954,372

EXPENSE

SRF Administration - HA	9,544
SRF Legal Fees - HA	9,544
SRF Construction - HA	715,779
SRF Surveying - HA	47,719
SRF Permitting CAMA - HA	23,859
SRF Permitting ACE & Other Agencies - HA	23,859
SRF Designs - HA	28,631
SRF Contract Docs, Plans, Specs - HA	47,719
SRF Construction Management, Insp, Closeout - HA	23,859
SRF Transfer to General Fund- HA	23,859
Total	954,372

In accordance with North Carolina General Assembly Session Laws 2004-104 as amended and 2005-90; as such, a canal dredging fee of \$320 per lot (as established in the Fiscal Year 2008/2009 assessment district resolution) for Harbor Acres is hereby established for the Fiscal Year beginning 1 July 2017 and ending 30 June 2018.

PART V. CAPITAL IMPROVEMENT PLAN

The ten year Capital Improvement Plan is hereby amended and established for Fiscal Year 17/18 through 26/27 is as shown in Appendix A.

PART VI. BUDGET SUMMARY AND ADMINISTRATION**Summary**

General	3,369,711
Water & Sewer	5,140,804
BPART	9,068,606
Holden Beach Harbor Canal Dredging Special Revenue Fund	716,627
Heritage Harbor Canal Dredging Special Revenue Fund	375,714
Harbor Acres Canal Dredging Special Revenue Fund	954,372
Total All Funds	19,625,834

Tax Rate, Valuation, Collection Rate and Tax Base

An Ad Valorem Tax Rate of twenty two cents (\$.22) per one hundred dollars (\$100) at full valuation is levied for Fiscal Year 2017/2018. The Ad Valorem Tax Collection rate used to calculate the estimated ad valorem tax revenue is ninety eight point six four percent based on collection rate results from the fiscal year ended 30 June 2016. The total valuation for the new fiscal year is estimated to be one billion two hundred eight million seven hundred ninety-nine thousand one hundred thirty nine dollars.

Budget Administration

This Budget Ordinance shall be the financial plan for the Holden Beach Municipal Government during the fiscal year beginning 1 July 2017 and ending 30 June 2018. The Board of Commissioners shall approve all reallocations of budgeted funds between Funds and may amend the Budget Ordinance at any time so long as the Budget Ordinance, as amended, satisfies the requirements of North Carolina General Statutes 159-8 and 159-13. The Budget Officer shall administer and shall insure that operating officials are provided guidance and sufficient details to implement their appropriate portion of the budget. In accordance with North Carolina General Statute 159-15 and 26, the Budget Officer may reallocate budgeted funds within a Fund without limitation and shall establish/maintain an accounting system designed to show in detail the Town's assets, liabilities, equities, revenues and expenditures.

Effective Date and Approval.

This Ordinance is effective 1 July 2017 as adopted this ____ day of June, 2017.

Atch: Appendix A- Capital Improvement Plan

J. Alan Holden, Mayor

ATTEST:

Heather Finnell, Town Clerk

10 Year Capital Improvement Plan

CIP REVENUES		FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27	Total Revenues	% of CIP Revenues
BY SOURCE													
General Fund - Operating Revenues		115,518	103,469	111,686	105,418	102,719	134,118	108,699	130,712	103,553	0	1,015,892	8.4%
Water Sewer Fund - Operating Revenues		46,148	46,148	46,148	46,148	0	0	0	0	0	0	184,592	1.5%
Water Sewer Fund Reserves		1,438,000	1,378,900	1,378,900	0	0	0	0	0	0	0	4,195,800	34.6%
Water/Sewer Fund (USDA)		0	0	0	0	1,750,000	0	0	0	0	0	1,750,000	14.4%
Canal Dredging Special Revenue Fund		0	1,066,477	0	0	0	0	1,173,520	0	0	0	2,239,997	18.5%
BPART		0	2,500,000	0	0	0	0	0	0	0	0	2,500,000	20.6%
BPART/PARTF 797 grant		247,000	0	0	0	0	0	0	0	0	0	247,000	2.0%
TOTAL		1,846,666	5,094,994	1,536,734	1,51,566	1,852,719	134,118	1,282,219	130,712	103,553	0	12,133,281	100.0%

CIP EXPENSES		FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27	Total Expenses	% of CIP Expenses
BY FUND													
General Fund		115,518	0	0	0	0	0	0	0	0	0	115,518	1.0%
Streets Resurfacing:													
Marlin, Boyd		0	103,469	0	0	0	0	0	0	0	0	103,469	0.9%
Sand Dune, Sand Piper, Sand Spur		0	0	111,686	0	0	0	0	0	0	0	111,686	0.9%
High Point		0	0	0	105,418	0	0	0	0	0	0	105,418	0.9%
Heron, Lois, Lumberton		0	0	0	0	102,719	0	0	0	0	0	102,719	0.8%
Swordfish, Charlotte		0	0	0	0	0	134,118	0	0	0	0	134,118	1.1%
Bruns Ave W (Boyd to Marker 55)		0	0	0	0	0	0	108,699	0	0	0	108,699	0.9%
Gerda, Burlington, Bruns Ave W		0	0	0	0	0	0	0	130,712	0	0	130,712	1.1%
Heron Landing Wynd, Tuna		0	0	0	0	0	0	0	0	103,553	0	103,553	0.9%
Sanddollar		0	0	0	0	0	0	0	0	103,553	0	103,553	0.9%
General Fund total		115,518	103,469	111,686	105,418	102,719	134,118	108,699	130,712	103,553	0	1,015,892	8.4%

	FY 17/18	FY 18/19	FY 19/20	FY 20/21	FY 21/22	FY 22/23	FY 23/24	FY 24/25	FY 25/26	FY 26/27	Total Expenses	% of CIP Expenses	34
Water and Sewer													
Lift Station 4 (West) Hazard Mitigation	1,413,000	0	0	0	0	0	0	0	0	0	1,413,000	11.6%	
Lift Station 3 (800) Hazard Mitigation	0	1,378,900	0	0	0	0	0	0	0	0	1,378,900	11.4%	
Lift Station 2 (Greensboro) Hazard Mitigation	0	0	1,378,900	0	0	0	0	0	0	0	1,378,900	11.4%	
Water Tower Rehab	46,148	46,148	46,148	46,148	0	0	0	0	0	0	184,592	1.5%	
Water Tower 2	25,000	0	0	0	1,750,000	0	0	0	0	0	1,775,000	14.6%	
Water and Sewer Fund Total	1,484,148	1,425,048	1,425,048	46,148	1,750,000	0	0	0	0	0	6,130,392	50.5%	
Beach Parks Access Rec Tourism													
East End Shore Protection Project *	0	2,500,000	0	0	0	0	0	0	0	0	2,500,000	20.6%	
Bridgeview Park	247,000	0	0	0	0	0	0	0	0	0	247,000	2.0%	
BPART Total	247,000	2,500,000	0	0	0	0	0	0	0	0	2,747,000	22.6%	
Canal Dredging Special Revenue													
Holden Beach Harbor	0	567,887	0	0	0	0	102,535	0	0	0	670,421	5.5%	
Harbor Acres	0	120,000	0	0	0	0	1,000,000	0	0	0	1,120,000	9.2%	
Heritage Harbor	0	378,591	0	0	0	0	70,985	0	0	0	449,576	3.7%	
Canal Dredging Special Revenue Total	0	1,066,477	0	0	0	0	1,173,520	0	0	0	2,239,997	18.5%	
TOTAL - ALL FUNDS	1,846,666	5,094,994	1,536,734	151,566	1,852,719	134,118	1,282,219	130,712	103,553	0	12,133,281	100.0%	

*Projected 30 year total cost = \$34.41 million; assuming \$2.5 million initial construction; a 150k cubic yard quadrennial beach nourishment cycle and annual 4% inflation

Activity Log Event Summary (Cumulative Totals)

HOLDEN BEACH POLICE DEPT.

(05/01/2017 - 05/31/2017)

<No Event Type Specified>	2	911 Hang Up/Open Line	2
Alarm Activation	21	Animal Complaint	21
Assist Motorist	5	Assist Other Agency	21
Attempt to Locate-ATL	18	Beach Equipment Tagging	2
Disturbance/Fight	5	EMS/Medical Call	13
Fire Call	6	Fireworks	1
Found Property	4	Incident Report	7
Intoxicated Subject	1	Keep Check	1
Lost Property	10	Maintenance/Water Leaks(HB Only)	4
Meet with Complainant	17	Missing Person	2
Noise/Nuisance Complaint	7	Open Door	2
Other Ordinance Complaint	2	Parking	8
Phone Call (requested to call subject)	35	Public Assist	1
Recovered Property	1	Residence Check	1
Suspicious Activity	3	Suspicious Person	1
Suspicious Vehicle	2	Traffic Control	1
Water Rescue	1		

Total Number Of Events: 228

RESOLUTION 17-06**RESOLUTION IN SUPPORT OF THE BRUNSWICK COUNTY OPIOID TASK FORCE**

WHEREAS, New Hanover and Brunswick Counties are #1 in the nation for opioid overdose deaths; and

WHEREAS, this epidemic has no stereotypical background; and

WHEREAS, Senior Resident Superior Court Judge Ola M. Lewis, along with several community leaders have created the Brunswick County Opioid Addiction Task Force; and

WHEREAS, the Brunswick County Opioid Addiction Task Force is in the process of developing a report to capture the impact on Brunswick County; and

WHEREAS, the Brunswick County Opioid Addiction Task Force report will include an action plan to help address the epidemic; and

WHEREAS, the Brunswick County Opioid Addiction Task Force will focus on discovering public health solutions, instead of utilizing criminal justice solutions.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Town of Holden Beach, North Carolina hereby supports the efforts of the Brunswick County Opioid Addiction Task Force and is firmly committed to stand with them in their fight to help the community we serve.

This the 20th day of June, 2017.

J. Alan Holden, Mayor

ATTEST:

Heather Finnell, Town Clerk



June 20, 2017

To Whom It May Concern:

The Town of Holden Beach, North Carolina is firmly committed to stand with the Brunswick County Opioid Addiction Task Force in its fight to help the community we serve.

Please see the enclosed resolution adopted by the Holden Beach Board of Commissioners at their meeting of June 20, 2017.

J. Alan Holden, Mayor

RESOLUTION 17-07
RESOLUTION OF INTENT TO CONSIDER AN ORDINANCE AMENDING THE
CHARTER OF THE TOWN OF HOLDEN BEACH TO IMPLEMENT FOUR-YEAR
STAGGERED TERMS FOR COMMISSIONERS OF THE TOWN OF HOLDEN BEACH
BOARD OF COMMISSIONERS AND SETTING THE DATE FOR A PUBLIC HEARING
THEREON

WHEREAS, pursuant to G.S. 160A-101 and 160A-102, the Board of Commissioners of the Town of Holden Beach may adopt an ordinance to amend the Charter of the Town of Holden Beach to implement any of the optional forms set out in G.S. 160A-101; and

WHEREAS, G.S. 160A-102 requires that proposed Charter amendments first be submitted to a public hearing and that due notice thereof be published not less than ten (10) days prior to the date fixed for the public hearing;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Holden Beach that:

1. The Board of Commissioners hereby intends to consider an ordinance amending the Charter of the Town of Holden Beach, as set forth in the corporate charter for the Town of Holden Beach adopted on February 14, 1969, as amended, to implement four-year staggered terms for the Commissioners of the Town of Holden Board of Commissioners as authorized by G.S. 160A-101(4). It is proposed that at the regular municipal election to be held on November 5, 2019, the (three) commissioner candidates who receive the highest number of votes shall be elected for four-year terms, while the (two) commissioner candidates who receive the next highest number of votes shall be elected for two-year terms. At the regular municipal election to be held in 2021, and every four years thereafter, (two) commissioners on the Board of Commissioners shall be elected to serve for four-year terms. At the regular municipal election to be held in 2023, and every four years thereafter, (three) commissioners of the Board of Commissioners shall be elected to four-year terms.
2. Notwithstanding the foregoing, the Mayor shall continue to be elected for a two year term.
3. A public hearing on the proposed ordinance is hereby called at 6:45 p.m. on Tuesday, July 18, 2017, in the Holden Beach Public Assembly.
4. Following the public hearing called hereby, the Board of Commissioners shall consider passage of the ordinance at its regular meeting on July 18, 2017.
5. The Town of Holden Beach Clerk is hereby directed to cause to be published in the Brunswick Beacon a proper notice of the public hearing called, which notice shall contain a summary of the proposed Charter amendments.

Adopted this 20th day of June, 2017.

ATTEST:

J. Alan Holden, Mayor

Heather Finnell, Town Clerk

NOTICE OF PUBLIC HEARING ON PROPOSED CHARTER AMENDMENT ORDINANCE

The public will take notice that the Board of Commissioners of Town of Holden Beach will conduct a public hearing at 6:45 p.m. on Tuesday, July 18, 2017, in the Holden Beach Public Assembly concerning a proposed ordinance amending the corporate charter for the Town of Holden Beach adopted on February 14, 1969, as amended, to implement four-year staggered terms for the Commissioners of the Town of Holden Beach Board of Commissioners. It is proposed that at the regular municipal election to be held in November 5, 2019, the (three) commissioner candidates who receive the highest number of votes shall be elected for four-year terms, while the (two) commissioner candidates who receive the next highest number of votes shall be elected for two-year terms. At the regular municipal election to be held in (2021), and every four years thereafter, (two) commissioners for the Board of Commissioners shall be elected to serve for four-year terms. At the regular municipal election to be held in (2023) and every four years thereafter, (three) commissioners for the Board of Commissioners shall be elected to four-year terms. Following the public hearing, the Board of Commissioners will consider passage of the ordinance at its regular meeting to be held on July 18, 2017.

Heather Finnell, Town Clerk

RESOLUTION 17-08
RESOLUTION AMENDING THE FEE SCHEDULE FOR THE TOWN OF HOLDEN
BEACH

WHEREAS, the Board of Commissioners expressed their desire to allow homeowners to procure two additional decals at no charge, in addition to the two approved at the March 21, 2017 Board of Commissioners' Meeting, for a total of four decals per property owner.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of the Town of Holden Beach, North Carolina hereby amends the Fee Schedule for the Town of Holden Beach by deleting the current section relating to "Vehicle Decals" in its entirety and establishing the new section titled " Vehicle Decals" attached hereto.

BE IT FURTHER RESOLVED, that the Board of Commissioners of the Town of Holden Beach, North Carolina authorize Town staff to issue refunds to property owners who previously purchased decals during the 2017 calendar year.

This the 20th day of June, 2017.

J. Alan Holden, Mayor

ATTEST:

Heather Finnell, Town Clerk

Revised Fee Schedule:

Vehicle Decals	
First 4 decals	\$0
On Island Business	\$10.00 each
Off Island Business	\$10.00 each
Replacement Stickers	\$5.00 each

§ 72.03 PARKING PROHIBITED AT ALL TIMES.

Update to chart below:

Remove **red** text in chart below -

<i>Name of Street</i>	<i>Location</i>
All streets that intersect directly with Ocean Boulevard East and West from the centerline of Ocean Boulevard north and or south for 125 feet; unless specifically mentioned otherwise herein.	
Avenue A	No parking within 25 feet of any intersection with any street
Avenue B	No parking within 25 feet of any intersection with any street
Bendigo Street	No parking within 25 feet of any intersection with any street
Brunswick Avenue West	No parking from Rothschild Street, west to a point at the northwestern corner of the Holden Beach Chapel parcel #232OD016. Prohibition applies to the south side of the street only.
Cole Street	From centerline of Ocean Boulevard West northward for 30 feet
Davis Street	From centerline of Ocean Boulevard West northward for 30 feet
Dunescape Drive	No parking within 25 feet of any intersection with any street
Elizabeth Street	No parking within 25 feet of any intersection with any street
Ferry Road	On the south side of Ocean Boulevard East, no parking within 25 feet of any intersection with any street
Holden Street	No parking within 25 feet of any intersection with any street
McCray Street	No parking: 1) On north side of street, from Dunescape Drive to a point 125 feet east from the centerline of Dunescape Drive at McCray Street; and 2) On south side of street, from the centerline of Dunescape Drive at McCray Street to the eastern terminus; and 3) Avenue A and the eastern terminus of Ocean Boulevard East; and

	<p>4) Ocean Boulevard East Extension. No parking on south side of street from Avenue A east to Dunescape Drive; and</p> <p>5) Rothschild Street Parking, except north of Brunswick Avenue West.</p>
<p>Ocean Boulevard East Ocean Boulevard West Exception:</p>	<p>Beginning at Jordan Boulevard to its eastern terminus where state maintenance ends</p> <p>Beginning at Jordan Boulevard to its western terminus, excluding the Holden Beach West gated subdivision</p> <p>The southern right-of-way from a point directly across from the western right-of-way of Burlington Street, to a point directly across from the eastern right-of-way of Durham Street</p>
<p>Ranger Street (extended southward through right-of-way of Hillside Drive)</p>	<p>No parking within 25 feet of any intersection with any street</p> <p>Exception: All parking shall be designated by signs.</p>
<p>Rothschild Street</p>	<p>No parking, except north of Brunswick Avenue West.</p>



Date: June 12, 2017

To: Commissioners and Mayor Holden

From: Heather Finnell, Town Clerk

Re: Vacancies on Town Boards

There are a few terms on the Planning & Zoning Board, Board of Adjustment and the Parks & Recreation Advisory Board that are set to expire in July. Most of the current members serving on the boards are eligible to serve another term, but there are a couple who are not. I will contact the members who are eligible to see if they are willing to serve another term.

I recommend the Board schedule a Special Meeting on Tuesday, July 18th at 6:30 p.m. so you can interview any new candidates that are interested in filling the upcoming vacancies.

BOARD OF ADJUSTMENT APPOINTMENT & EXPIRATION DATES

NAME	SUMMARY	TERM EXPIRES	Term
Larry Blume	Appointed to MaryLou Lahren's Alternate Position 8/13/13 Appointed to Regular Position Vacated by John Lytvinenko on March 11, 2014 Reappointed to Regular Position 07/08/14	Jul-17	1st
Larry Reinhart	Appointed to Bobby Brown's Regular Position 01/12/2016	Jul-17	not full
MaryLou Lahren	Appointed to Marlene Hahn's Alternate Position 02/08/10 Re-appointed to Alt Position 7/12/11 Appointed to Ken Weston's Regular Position 6/11/13 Reappointed to Regular Position 7/8/14	Jul-17	1st
Stephen Veenker	Appointed to John Lytvinenko's Alternate Position 8/09/11 Appointed to Marlene Hahn's Regular Position 06/11/13 Rappointed to Regular Position 07/19/16	Jul-19	2nd
John Kilian	John Kilians's Regular Member Position Vacant as a result of Resolution 15-10 Reinstated March 8, 2016	Jul-18	1st
Anne Arnold	Anne Arnold's Alternate Member Position Vacant as a result of Resolution 15-10 Reinstated March 8, 2016	Jul-17	1st
Dennis Harrington	Appointed to John Fletcher's Alternate Position 01/12/2016	Jul-17	Not full
Ben Baker	Appointed to John Killian's Alternate Position 7/14/15	Jul-17	1st

Parks & Recreation Advisory Board	Term	Term Expires
Peggy Schiavone Chair	Appointed November 9, 2010 Reappointed 8/12/14	2nd 2017
Lewis Mitchell Vicechair	Appointed November 9, 2010 Reappointed 8/12/14	2nd 2017
Becky Willis	Appointed to Tom Decker's Vacant Position 1/12/16	not full 2017
Karen Fleischhauer	Appointed to Shane Holden's Vacant Position	1st 2017
Jack Lohman	Appointed to Charlie Stokes Vacant Position March 12, 2013 Reappointed 7/19/16	1st 2019
Melanie Champion	Appointed to Carol Money Penny's Vacant Position 02/12/13 Reappointed 7/19/16	1st 2019
John Legge	Appointed to Carol Byrnside's Position 7/14/15	1st 2018

PLANNING AND ZONING		TERM EXPIRES	TERM
Vicki Myers	Appointed to Ralph Martin's Alternate Position on 8/12/14 Appointed to John Legge's Regular Position 07/14/15 Reappointed to Regular Position 7/19/16	07/01/2019	1st
Bob Hunter	Appointed to Tiffany Hobb's Alternate Position Appointed to Brayton Willis' Regular Position 07/14/15	07/01/2018	1st
Mark Fleischhauer	Appointed to Tony Marwitz's Regular Position 7/14/15	07/01/2018	1st
Michael Sullivan	Appointed to Bob Hunter's Alternate Position 7/14/15 Appointed to David Burris' Regular Position - reconstitution of PZ 12/16/15	07/01/2018	1st
Tiffany Hobbs	Appointed to David Burris' Alternate Position 01/12/16 Appointed to Ralph Martin's Regular Position 7/19/16	07/01/2017	Not full
Peter Pallas	Appointed to Vicki Myer's Alternate Position 7/14/15 Reappointed 7/19/16	07/01/2017	
Greg Shue	Tiffany Hobb's Vacant Alternate Position 8/16/2016	07/01/2017	