



**TOWN OF HOLDEN BEACH  
BOARD OF COMMISSIONERS  
SPECIAL MEETING, RECESSED MEETING OF MAY 26, 2015  
WEDNESDAY, MAY 27, 2015 – 3:00 P.M.**

The Board of Commissioners of the Town of Holden Beach, North Carolina reconvened their recessed meeting of May 26, 2015 on Wednesday, May 27, 2015 at 3:00 p.m. in the Town Hall Public Assembly. Present were Mayor J. Alan Holden; Mayor Pro Tem Ken Kyser; Commissioners Sandy Miller, Sheila Young, Dennis Harrington and Gina Martin; Town Manager David W. Hewett; Town Clerk Heather Finnell; Police Chief Wally Layne; Building Official Tim Evans; Shoreline Protection & Recreation Manager Christy Ferguson; Public Works Director Chris Clemmons; and Fiscal Operations Clerks Margaret Lancaster and Mandy Lockner. Present from the public were Lou Cutajar and John Whitten.

Mayor Holden reconvened the meeting at 3:00 p.m.

**BUDGET WORKSHOP**

Town Clerk Finnell recapped what the Board did at the May 26<sup>th</sup> meeting. Commissioner Young explained she was unable to attend yesterday's meeting due to two conflicting appointments.

Commissioner Young read through her goals which included: keep the tax rate the same as 2014; keep the "family beach" concept and develop a plan to control over building in residential areas; continue the beach preservation plan; follow up on beach and parking signage as per ordinance; develop a multiyear plan for water and sewer system reserves; and temporary summer restroom facilities for the east and west ends of Holden Beach.

**Keep Tax Rate the Same as 2014**

Mayor Holden asked how many dollars would need to be removed from the budget to keep the tax rate the same. Town Manager Hewett replied somewhere around \$55,000 – \$60,000 from the General Fund. Commissioner Young asked if the Town will have money left in this year's budget. Town Manager Hewett stated he couldn't commit to there being money left. It was a razor tight budget and the year is not over yet.

Commissioner Harrington inquired how much the administrative assistant in the Police Department would cost. Chief Layne replied no more than \$30,000 a year. He added the money is in the budget, it would provide a public service and will save a lot of man hours. He stated that Holden Beach is probably the only department in the county that doesn't have an Administrative Department. Commissioner Harrington stated there has not been any changes that warrant these temporary people. He stated it is a convenience position and asked if it would be a year round position. Town Manager Hewett stated it would be a year round service, they would be changing the business model of the Police Department.

Commissioner Young asked if everyone received a 5% raise in the 2014 – 2015 budget or if there is money left. Town Manager Hewett stated some got raises, some didn't and some didn't get evaluated yet. Town Manager Hewett explained you need to budget the full amount for everyone because you can't forecast what an individual's percentage will be.

Commissioner Young would like to look at any leftover money to see if the Town needs to raise the tax rate. Town Manager Hewett stated any money not used at the end of the year rolls into the fund balance and it was his understanding that fund balance was hands off. They have not gotten to the point where an end of year rack up has been completed.

#### Family Beach Concept

Commissioner Young stated the Town has people who are concerned about the large homes that are being built. She feels the Town needs to get some kind of a handle on the situation.

#### Beach Preservation

Commissioner Young stated the Town needs to stay on top of taking care of the beach.

#### Signage

Commissioner Young stated she thinks the Town needs more signs. We need to make sure they are at all beach accesses. She added she is not sure if all of the parking signs are in place from the recent ordinance changes. She stated that golf cart regulations need to be clarified in some way.

#### Multiyear Plan for Water & Sewer Systems

Commissioner Young stated the Town needs to look ahead and see what, if anything we need to do. She feels there should be a fund set up in accordance with any guidelines there are.

#### Restrooms

Commissioner Young stated there seems to be a need for temporary restrooms for the summer months.

Mayor Holden stated he thinks it is pretty much the unanimous consent that the Board supports bathrooms. He stated the Board also seems to be in agreement for a plan for the water and sewer system. Public Works Director Clemmons would like to do some more testing on the lines. Mayor Holden stated it seems the Board agreed with pretty much the whole list. He is not sure if keeping the tax rate the same is possible.

Commissioner Harrington reviewed the motion from yesterday's meeting that approved administrative support for the Police Department. He stated the Board also discussed the tax rate. He would like to revisit keeping the family beach concept. He stated he hasn't heard from three commissioners on their viewpoints. Mayor Holden stated he has been here since the Town became a town. The family beach concept has been an established view. Commissioner Miller stated she thinks they are all in favor of keeping the family beach concept, but she is not sure which things wouldn't be keeping it. Commissioner Martin asked Mayor Holden if he feels the atmosphere is any less family now than it was when it was mostly two bedroom cottages. Mayor Holden stated the thing that frustrates him is the conception that we are getting more commercial. That is not true, the Town had a restaurant, a gas station, a skating rink and more before Hurricane Hazel. There were more commercial ventures in 1954. We are more residential than we have ever been. He always hears that the Town doesn't have an oceanfront restaurant or activities for the kids. He is not sure what the Town can do to make it a simpler beach life. Commissioner Miller stated she thinks Shoreline Protection & Recreation Manager Ferguson has initiated lots of programs and events for kids and adults. Mayor Pro Tem Kyser stated there has been a large house on the island for years. It isn't the size of the house, it is the behavior of those in it. Commissioner Harrington stated he thinks the size of the house has a lot to do with the issue. He stated that all other islands have taken steps to prevent these large homes from being built. He thinks the problem will get worse. The opportunity is now to stop the progression and stop commercialization. Commissioner Young stated that if the Town has property owners that are concerned, she thinks the Board needs to deal with it. There are examples of how surrounding areas dealt with the issue. Mayor Holden stated the Board needs to remember this is a budget meeting and they need to focus on their goals. Commissioner Young stated it would be an appropriate topic if the Board needs

to budget money for a study. Commissioner Martin stated the Board has received feedback from the Planning & Zoning Board, Chief Layne and Building Official Evans. She is not sure where else they would go.

Commissioner Young asked if the Town has the numbers on how many properties went up and down during the reassessment. Town Manager Hewett responded that we have the entire tax data base, but they haven't done an analysis along those lines. The bottom line is the amount is down 3%.

Commissioner Young asked if we have the results regarding the sewer capacity deal. Town Manager Hewett stated the county has hired a company to establish the needs for Southport. Once that is finished, the county can find the amount to propose to partners to be leased or sold to Southport. Mayor Holden asked if anyone wanted to sell the Town's capacity. The Board agrees they do not want to sell it. Town Manager Hewett stated that the Town did tell the county that.

Commissioner Martin asked to revisit bathrooms. Town Manager Hewett stated that staff did some preliminary investigating on port-a-johns. Staff would need to know where to put them. They can't be put in the right-of-way. Chief Layne gave his recommended locations from a beach patrol perspective. Town Manager Hewett stated it would be logical to pay for them from the BPART Fund if the Board moves ahead. Shoreline Protection and Recreation Manager Ferguson stated the topic is on the agenda for the Parks & Recreation Advisory Board meeting. The cost estimate is \$80 a month for handicap accessible units, cleaned once a week. Public Works Director Clemmons stated access might be an issue. Building Official Evans suggested having Town owned mobile bathrooms that can be used on a temporary basis during the summer. If it is designated as temporary it might comply with regulations. Public Works Director Clemmons would like to look at a small permanent one at the pump station. Building Official Evans is not sure if that will work. Town Manager Hewett stated there was a vendor that builds and leases mobile restroom trailers at a recent hurricane conference he attended. He could bring information on that back to the Board if they would like to see it.

Commissioner Harrington asked when the Board will receive the budget. Town Manager Hewett stated he will have it out no later than June 1<sup>st</sup>. He explained the process the Board must follow to approve the budget. The Board discussed the date they would meet next.

The Board took a recess from 3:57 p.m. – 4:04 p.m.

## **RECESS**

*Motion by Commissioner Miller at 4:06 p.m. to recess the meeting until June 9, 2015 at 10:00 a.m. in the Town Hall Public Assembly; second by Commissioner Young; approved by unanimous vote.*

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J. Alan Holden, Mayor

ATTEST:

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Heather Finnell, Town Clerk