



VILLAGE OF BALD HEAD ISLAND FY 21-22

Budget Public Hearing

Presented to Council on:

Friday, June 18, 2021



Current FY Projects with FY 22 Implications

- Propose payoff of Marina Park (Note# 2) balance w/ balloon payment due (\$550k) in FY21 w/ Accommodations Taxes – remove need to budget in FY22 – **Council Approval**
- Proposed fund balance transfer in current FY21 for expenses related to the IPC/Post Office expansion project (\$400k) – **Council Approval**
- Contractor Services project installment financing w/ revenues generated through storage unit/parking/electric charging station fees w/ increase – **Council Approval**
- Stormwater Management project costs (#6 bypass lagoon – Village weir gate to 36" pipe under NBHW in FY21 and BHI Club cart crossing side FY22) - due to contractor costs and fund balance generated from monthly stormwater fees – no increase to fees.



Other Factors Effecting the FY 22 Budget

- Increase in Personnel Costs w/ addition of new FTE's in Public Safety, Public Services (proportioned in PW's & Utilities enterprise fund), and IPC-Post Office
- Capital Items for "day-to-day" operational needs
- Cost associated w/ Public Services waste management of island service provider debris (TBD fees = debt required to manage) **Reference Recommended Fee Schedule Slide**
- ICE Annual Fee Increase per Chapter 28 Ordinance Transition Plan (Sec. 28-9)
- Utilities water rates proposed by Brunswick County Public Utilities (TBD)
- Village Hall construction project costs (TBD)



FY 22 Budget Key Highlights:

- Holding the line on property tax – No Increase
- Continued projected revenue increases in Ad-Valorem and Accommodations Tax and other revenue generating services (i.e. Contractor Services sale of gas & diesel, IPC-Post Office – package delivery, and associated development fees – permits & water/sewer tap fees
- Pay-off of Marina Park lands in FY22
- Continued improvements with island buildings & infrastructure including IPC expansion & Contractor Services, roads, public beach accesses, public creek access facility, and Utilities WWTP expansion to meet island build-out
- Department Capital Outlay items include a creek enforcement vessel, vehicles, a tractor, pressure washer, generator, sign router and equipment storage building



GENERAL FUND



General Fund Summary

- **Key Points:**

- No Tax Increase from FY 21:
 - Base: \$0.6863 per \$100 valuation
 - Zone A: \$0.0908 per \$100 valuation
 - Zone B: \$0.0556 per \$100 valuation
- Fund Balance Appropriated: \$750,400
- Overall Budget decrease of ~\$725,501 from previous Fiscal Year; mainly due to one-time transfers in FY 21 to Capital Projects
- Total Budget: **\$12,765,000**

REVENUES:	FY 22 REQUESTED BUDGET
AD VALOREM TAXES	\$ 8,382,400
OTHER TAXES	\$1,262,000
UNRESTRICTED	\$769,750
RESTRICTED	\$173,200
PERMITS-FEES	\$602,700
SALES-SERVICES	\$799,850
INTEREST	\$1,600
MISC	\$23,100
FB APPROP	\$750,400
TOTAL REVENUES	\$12,765,000

EXPENDITURES:	FY 22 REQUESTED BUDGET
CAPITAL OUTLAY:	\$1,034,200
PERSONNEL	\$5,052,100
DEBT SERVICE:	\$3,626,200
OPERATING:	\$3,052,500
TOTAL EXPENDITURES	\$12,765,000

FY 22 Proposed General Fund Revenues

Class	Revenues (Actual) FY20	Budget FY21	Revenues (Actual) YTD as of 03-31-2021	Revenues (Estimate) thru 6-30-21	Requested Budget FY22	Change from FY 21
AD VALOREM	\$8,341,669	\$8,366,821	\$8,384,654	\$8,443,982	\$8,382,400	\$15,579
INTEREST	\$76,928	\$80,400	\$2,538	\$3,384	\$1,600	\$(78,800)
OTHER TAXES	\$1,161,906	\$995,000	\$1,282,350	\$1,709,799	\$1,262,000	\$267,000
UNRESTRICTED	\$766,473	\$796,935	\$394,293	\$786,178	\$769,750	\$(27,185)
RESTRICTED	\$837,365	\$177,500	\$255,489	\$327,365	\$173,200	\$(4,300)
CONTRACTOR	\$353,507	\$310,132	\$287,765	\$383,687	\$372,100	\$61,968
MISC	\$177,759	\$154,500	\$196,494	\$203,353	\$23,100	\$(131,400)
SALES-SERVICES	\$4,875	\$9,000	\$3,875	\$5,167	\$9,000	\$0
PERMITS-FEES	\$594,864	\$511,947	\$492,992	\$620,358	\$602,700	\$90,753
FB APPROP	\$-	\$1,820,969	\$ -	\$ -	\$750,400	\$(1,070,569)
IPC	\$346,204	\$267,297	\$177,097	\$423,932	\$418,750	\$151,453
Total GF Revenues	\$12,661,549	\$13,490,501	\$11,477,546	\$12,907,203	\$12,765,000	\$(725,501)



FY 22 Proposed General Fund Expenditures

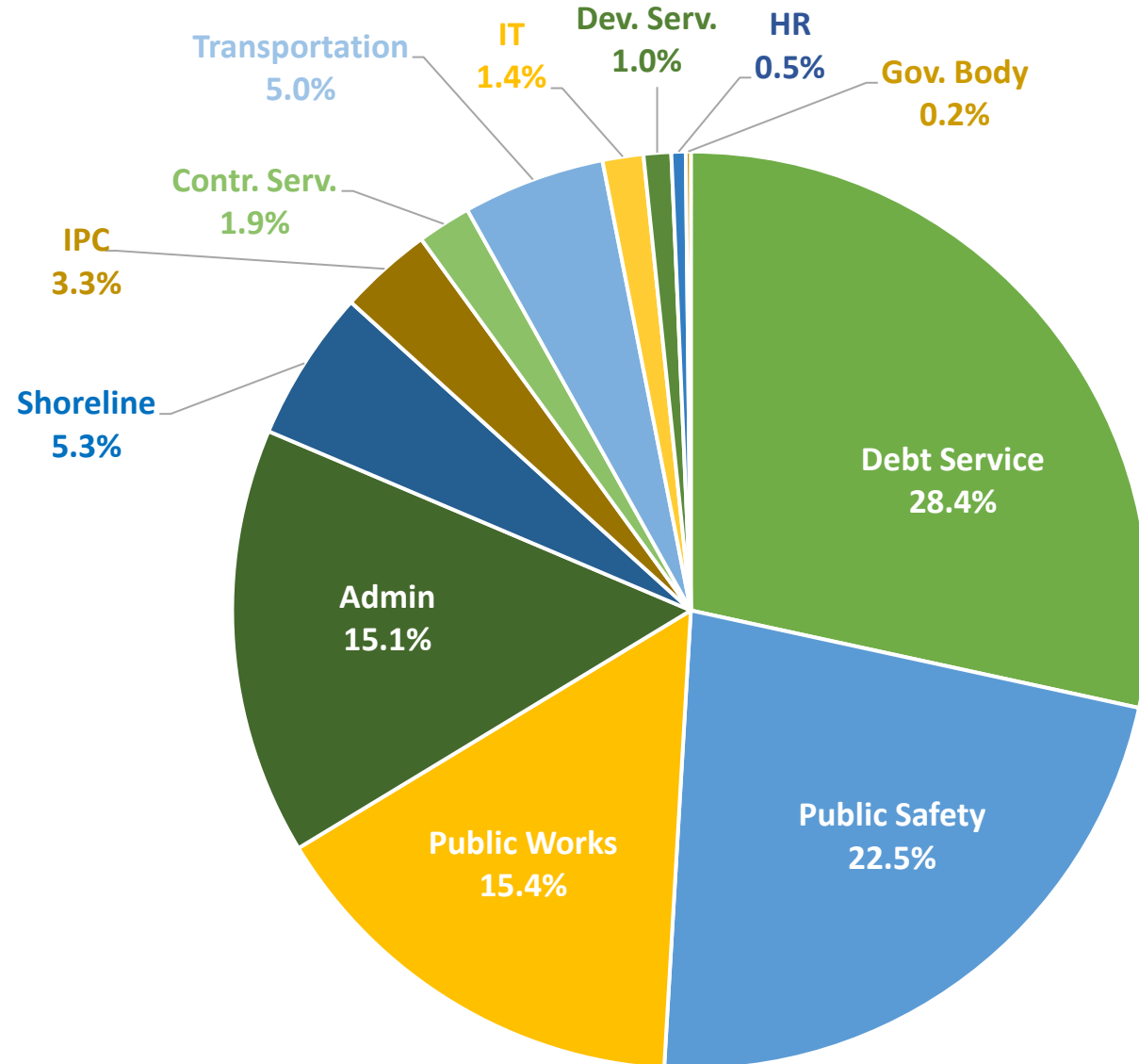
Department Name	Expenses (Actual) FY20	Budget FY21 (thru 3-31-21)	Expenses (Estimate) thru 6-30-21	Requested Budget FY22	Change from FY 21
Public Safety	\$2,749,794	\$2,602,531	\$2,766,821	\$2,874,700	\$272,169
Shoreline Development	\$851,585	\$696,457	\$653,228	\$681,100	\$(15,357)
GOV. BODY 5100	\$14,055	\$22,500	\$2,838	\$22,500	\$0
Admin 5200	\$1,889,178	\$1,872,564	\$1,781,034	\$1,921,300	\$48,736
IT 5201	\$219,045	\$183,645	\$178,033	\$183,700	\$55
HR 5202	\$42,540	\$51,360	\$13,285	\$64,400	\$13,040
Development Serv 5300	\$135,057	\$119,835	\$109,881	\$123,950	\$4,115
IPC 5400	\$310,195	\$310,840	\$359,536	\$418,750	\$107,910
Contractor Services 6400	\$241,944	\$235,699	\$229,900	\$241,900	\$6,201
DEBT SERVICE -7000	\$3,837,812	\$3,751,071	\$3,751,071	\$3,626,200	\$(124,871)
CAPITAL OUTLAY - 7100	\$150,000	\$1,588,000	\$1,588,000	\$0	\$(1,588,000)*
TRANSPORTATION -7200	\$126,330	\$454,500	\$0	\$640,000	\$185,500
Public Works 8100	\$1,478,830	\$1,601,499	\$1,804,903	\$1,966,500	\$365,001
TOTALS	\$12,046,365	\$13,490,501	\$13,238,530	\$12,765,000	\$(725,501)

❖ Decrease in Budget mainly attributed to decrease of one-time transfers to Capital Project Fund (\$1,458,000)



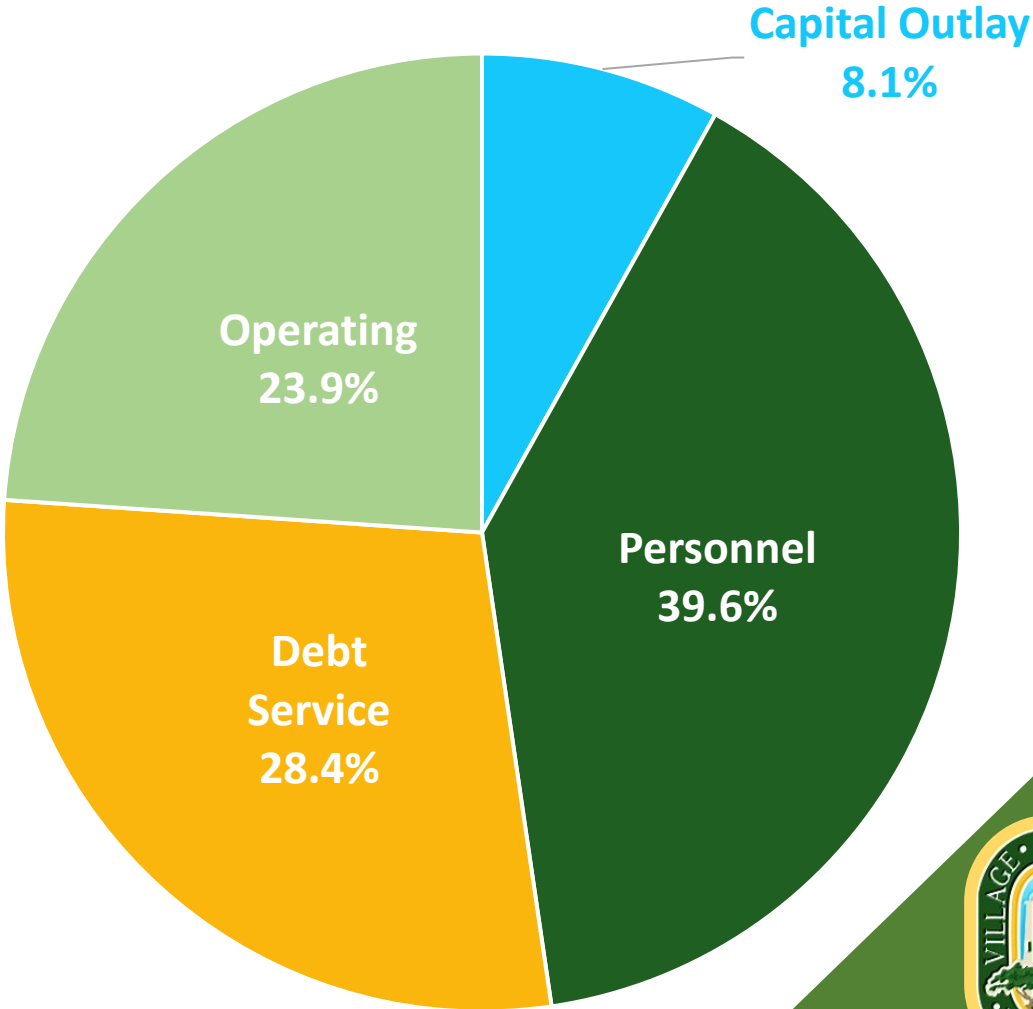
FY 22 Proposed General Fund Expenditures – Departments

Department Name	Requested Budget FY22
Public Safety	\$2,874,700
Shoreline	\$681,100
Gov. Body	\$22,500
Admin	\$1,921,300
IT	\$183,700
HR	\$64,400
Dev. Serv.	\$123,950
IPC	\$418,750
Contr. Serv.	\$241,900
Debt Service	\$3,626,200
Capital Outlay	\$ -
Transportation	\$640,000
Public Works	\$1,966,500
TOTALS	\$12,765,000



FY 22 Proposed General Fund Expenditures - Functions

Expenditures	FY 22 Requested Budget
Capital Outlay	\$1,034,200
Personnel	\$5,052,100
Debt Service	\$3,626,200
Operating	\$3,052,500
Totals	\$12,765,000

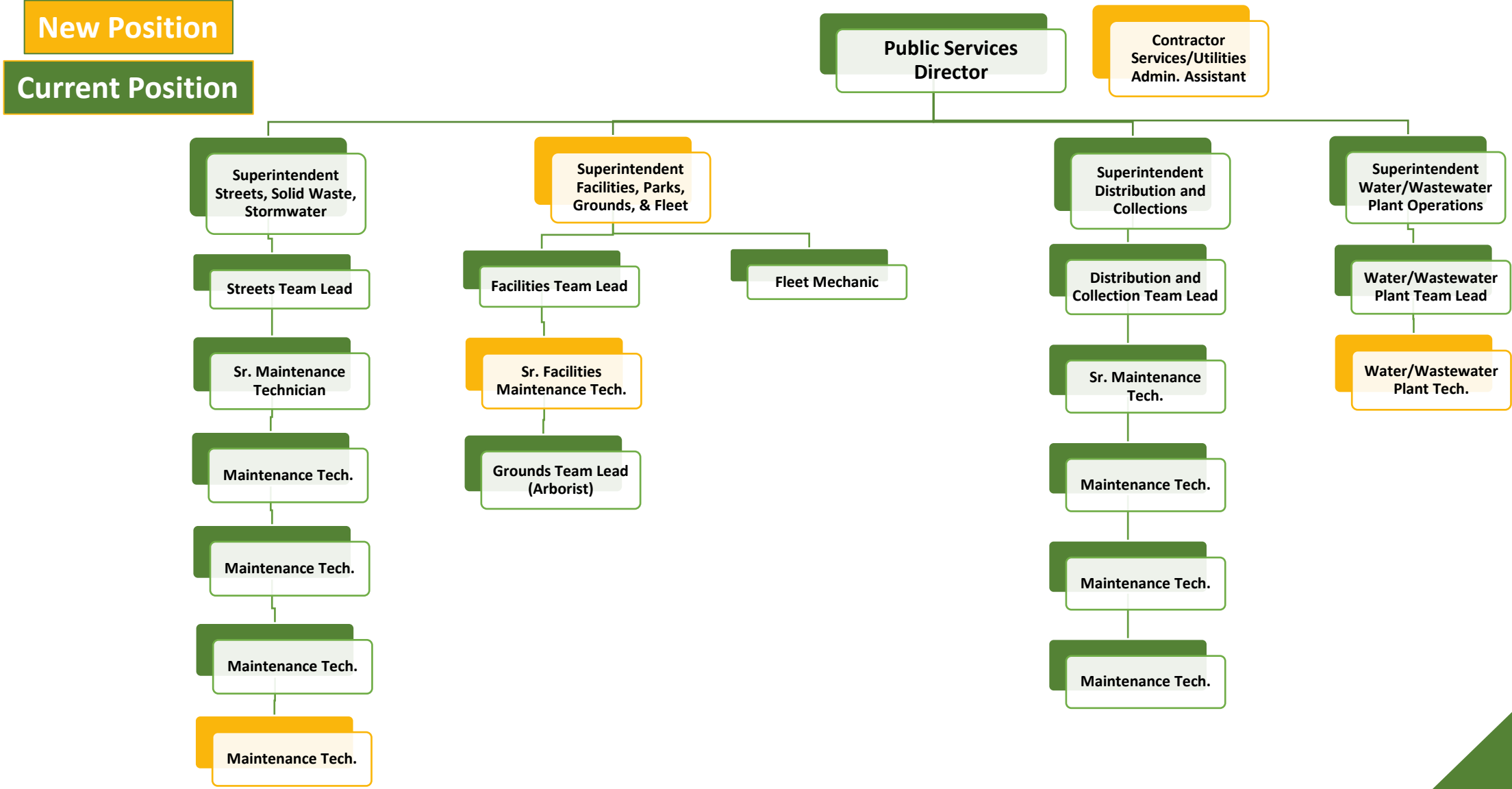


FY 22 Proposed General Fund Expenditures – Personnel Costs

Departments	FY 21 Budget	FY 22 Requested	Variance	% Change
Public Safety	\$2,333,933	\$2,510,000	\$176,067	7.54%
Shoreline	\$135,707	\$122,100	(\$13,607)	-10.03%
Administration	\$1,042,087	\$1,079,500	\$37,413	3.59%
Development Services	\$111,585	\$115,700	\$4,115	3.69%
IPC/Post Office	\$173,460	\$260,700	\$87,240	50.29%
Contractor Services	\$69,307	\$55,100	(14,207)	-20.5%
Public Works	\$771,710	\$909,000	\$137,290	17.79%
Totals	\$4,637,789	\$5,052,100	\$414,311	8.93%



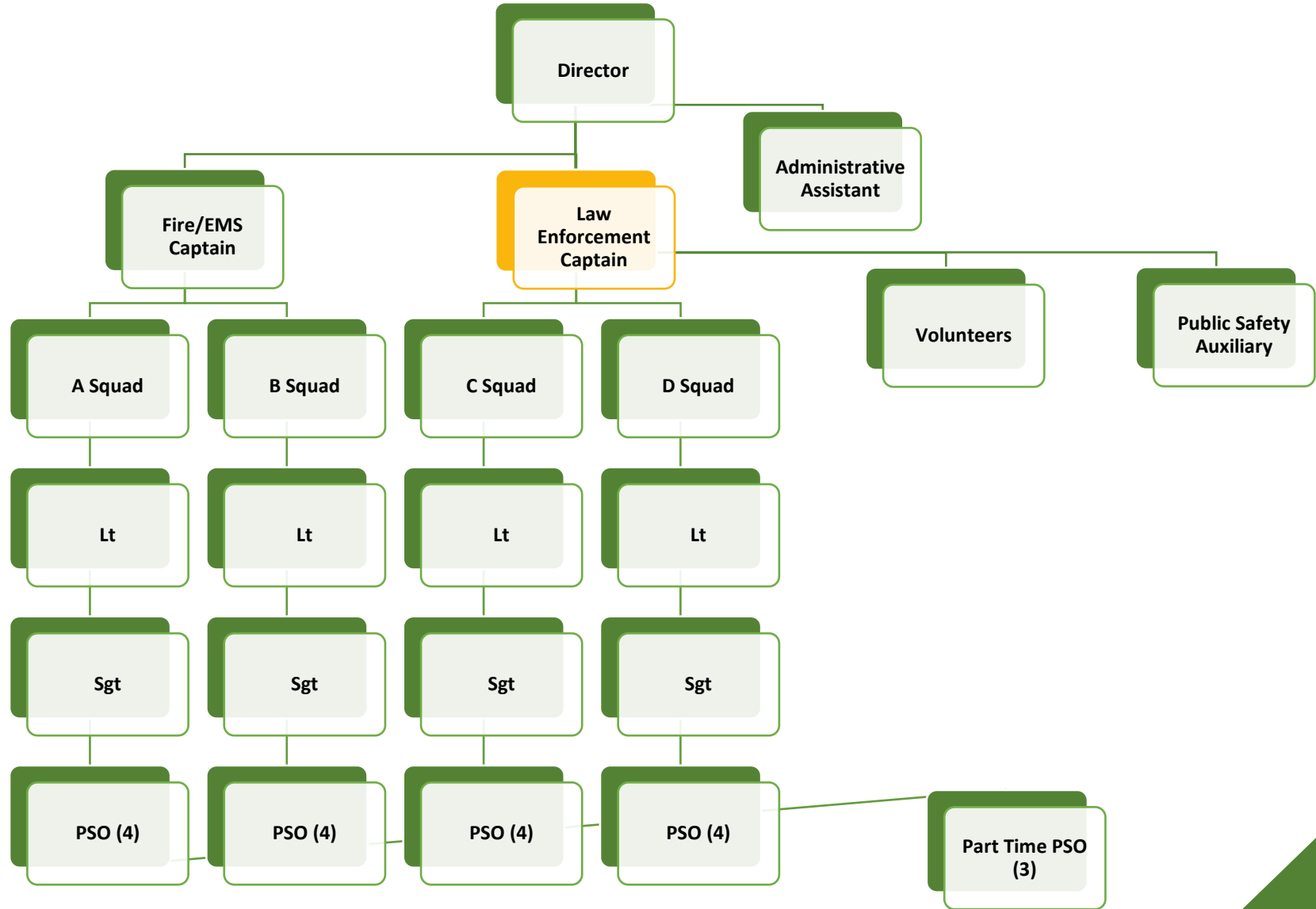
FY 22 Proposed General Fund Expenditures – Public Services Personnel



FY 22 Proposed General Fund Expenditures – Public Safety Personnel

New Position

Current Position



FY 22 Proposed General Fund Expenditures – Capital Outlay

Department	Item Description	Item Cost	
Public Safety	Dash Cameras	\$17,000	\$93,500
Public Safety	Boat	\$30,000	
Public Safety	QRV	\$37,000	
Public Safety	SCBA Masks	\$9,500	
IT	IT Assets	\$10,500	\$20,500
IT	ESRI Hardware	\$10,000	
IPC	Large Refrigeration Unit	\$3,200	\$3,200
Transportation (7200)	Road Construction – Ibis Roost	\$120,350	\$640,000
Transportation (7200)	Road Construction – NBHW	\$67,650	
Transportation (7200)	Road Construction (from FY 21)	\$452,000	
Public Works	Ford Tractor	\$49,000	\$277,000
Public Works	Pressure Washer	\$8,000	
Public Works	Site Generator	\$30,000	
Public Works	C&C Router for Signage	\$35,000	
Public Works	Equipment Storage Building	\$150,000	
Public Works	Small Equipment	\$5,000	
Total		\$1,034,200	



FY 22 Proposed General Fund Expenditures – Debt Service

Loan Names	Original Loan Balance	~Total Payments in FY 22	Primary Funding Source(s)	Final Payment Date
Marina Park #1	\$1,075,000	\$135,800	Ad Valorem Taxes Accommodations Taxes	FY 22 (11/21/2021)
Marina Park #2*	\$775,000	\$0*	Ad Valorem Taxes (Accommodations Taxes*)	Paid Off: 5/26/2021
2018 GO Bond	\$13,200,000	\$2,456,800	Ad Valorem Taxes Accommodations Taxes	FY 26 (10/15/2025)
Public Safety Building	\$8,000,000	\$903,400	Ad Valorem Taxes	FY 27 (12/12/2026)
Contractor Services Loan**	\$1,680,000	\$130,200	Contractor Services Fees	FY 36 (04/15/2036)
	Total	\$3,626,200		

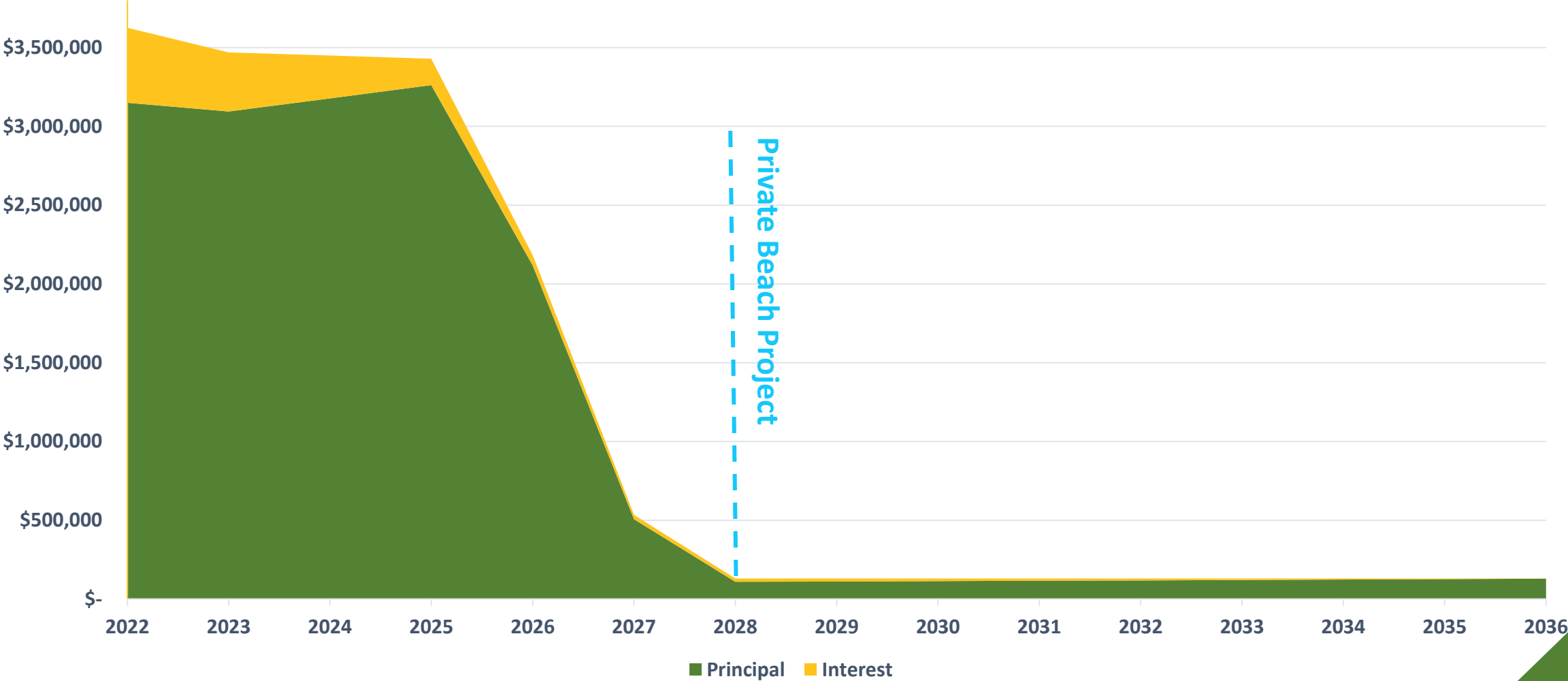
Notes:

*The Marina Park #2 Loan is proposed to be paid off early during this Fiscal Year using the additional Accommodations Taxes Revenues that have been received. Doing so would reduce the amount of debt service owed next Fiscal Year by ~\$550,000.

**The Contractor Services Loan payment amounts and dates are estimated and contingent on Council approval.



Outstanding Debt Service



FY 22 Fee Schedule Updates

Department	Fee Name	Fee Amount	Notes
Public Works	Household Large Item Pick Up	\$100 per trip	2 items per trip
Public Works	Mattress Pick Ups	\$85 per mattress	
Public Works	White Goods Drop Off	\$50 per item	Water heaters, washers, dryers, fridges, etc.
Contractor Services	Storage Unit Rentals	\$750 per month	Includes parking space in front of unit.
Contractor Services	ICE Vehicle Parking – Monthly	\$90	Increased by \$10
Contractor Services	ICE Vehicle Parking – Annually	\$1,020	Increased by \$60
Contractor Services	Golf Cart Parking – Monthly	\$40	Increased by \$5
Contractor Services	Golf Cart Parking – Annually	\$440	Increased by \$80
Contractor Services	Container Rentals – Monthly	\$200	Increased by \$ 20
Contractor Services	Container Rentals – Annually	\$2,220	Increased by \$60
Utilities	All Fees		Increased by 2 %





UTILITIES FUND



Utilities Fund Summary

- **Key Points:**

- Rates to increase by 2% per rate study.
- No Utility Debt Service; allows for Capital Infrastructure improvements
- Overall Budget increase of ~\$213,000 from previous Fiscal Year.
- No Fund Balance Appropriated
- Total Budget: **\$3,098,000**

- **Example Rate Changes:**

Rate Name	FY 22	FY 21	Change
Resident Base Charge (Water)	\$21.75	\$21.32	+\$0.43
Non-Res. Base Chg. (Water)	\$54.37	\$53.30	+\$1.07
Usage Charge < 3 units (/1000 gals)	\$6.14	\$6.02	+\$0.12
Usage Charge > 3 units (/1000 gals)	\$10.06	\$9.86	+\$0.20
Irrigation (/1000 gals.)	\$10.06	\$9.86	+\$0.20
Sewer Base Charge	\$68.62	\$67.27	+\$1.35

FY 22 Proposed Utilities Fund - Revenue Budget

Account Id	Account Description	Revenues (Actual) FY20	Budget FY21 (thru 3-31-21)	Revenues (Estimate) (thru 6-30-21)	Requested Budget FY22	Change from FY 21
31-3490-0000	Insurance Reimbursement	\$0	\$0	\$0	\$0	\$0
31-3580-0000	Fund Balance Utilities Appropriation	\$0	\$ 135,246	\$0	\$0	\$ (135,246)
31-3713-0000	Water - Service	\$ 634,743	\$ 899,000	\$ 932,748	\$ 913,700	\$ 14,700
31-3713-1000	Water - Tap Fees	\$ 160,860	\$ 193,643	\$ 197,245	\$308,800	\$ 115,157
31-3714-0000	Sewer - Service	\$ 758,791	\$ 1,067,600	\$ 1,041,953	\$1,079,100	\$ 11,500
31-3714-1000	Sewer - Tap Fees	\$ 225,867	\$ 261,748	\$ 308,903	\$ 434,000	\$ 172,252
31-3714-2000	Septic Maintenance Reserve	\$ 15,519	\$ 17,557	\$ 20,977	\$ 20,800	\$ 3,243
31-3715-1000	Debt / Capital Surcharge	\$ 185,708	\$ 257,636	\$256,149	\$ 262,800	\$ 5,164
31-3734-0000	Port-o-john Rentals	\$ 27,807	\$ 47,897	\$ 67,497	\$73,800	\$ 25,903
31-3739-0000	Interdepartmental Sales	\$ 23,715	\$0	\$ 38,694	\$0	\$0
31-3740-0000	FEMA Revenue	\$ 278,140	\$0	\$0	\$0	\$0
31-3740-0001	FEMA REVENUE, Accrued	\$ (35,900)	\$0	\$0	\$0	\$0
31-3744-0000	Miscellaneous Revenue	\$ 2,248	\$ 5,000	\$0	\$ 5,000	\$0
WSF Revenues	Total Water/Sewer Fund Revenues	\$ 2,277,497	\$ 2,885,327	\$ 2,864,167	\$ 3,098,000	\$ 212,673



FY 22 Proposed Utilities Fund - Expenditures Budget

Account Description	Expenses (Actual) FY20	Budget FY21 (thru 3-31-21)	Expenses (Estimate) thru 6-30-21	Requested Budget FY22	Change from FY 21
Total Personnel	\$867,071	\$964,750	\$880,287	\$985,340	\$20,590
Total Operating Expenses	\$942,724	\$904,390	\$1,076,326	\$1,048,350	\$143,960
Total Debt Service	\$842,014	\$631,437	\$631,084	\$0	\$(631,437)
Total Capital Outlay	\$376,931	\$384,750	\$356,703	\$1,064,310	\$679,560
Total Fund Expenditures	\$3,028,740	\$2,885,327	\$2,944,400	\$3,098,000	\$212,673

Details:

- 1.75 New Positions added (Water/Wastewater Tech and Utilities Administrative support)
- Capital Outlay: Total of \$1,064,310:
 - Bulk of expenditures are for the primary lift station upgrades and completion of the communications telemetry project
- \$4 Million PNC Loan paid off FY 2021; Reinvesting in infrastructure, etc.
- Staff recommends moving forward with Mckim & Creed WWTP Expansion project with permitting phase in FY22 – included in professional services



FY 22 Proposed Utilities Fund Expenditures - Capital Outlay

Description	Projected Cost
Lift Station Upgrades	\$530,000
Radio Communications for Lift Stations (22 units)	\$200,700
Water Plant SCADA Upgrade	\$145,000
Future Mains and Taps (Water and Sewer)	\$133,510
HACH Water Plant Monitoring – System Analyzer	\$23,000
Manager’s Contingency	\$13,500
Capital Outlay < \$5k	\$10,800
Sewer Camera (200’ Push)	\$7,800
Total Capital Outlay Projected Cost	\$1,064,310





Environmental Services (BHI Conservancy)

Service Name	2017	2018	2019	2020	2021	2022	
Deer Immuno-Contraception	\$55,000	55,000	45,177	45,177	4,000	-	General Fund Fund 10 \$195,850
Annual Deer Census/Herd Management	-	-	37,000	37,000	49,000	\$49,520	
Lyme/Pathogen Testing	-	-	-	7,000	-	-	
Predator/Prey Study (rats/coyotes)	15,000	6,600	5,000	5,000	20,000	\$19,980	
Beach Vitex Program & Invasive species	20,000	30,000	20,000	30,000	30,000	\$31,260	
Vegetation Assessment	-	-	-	20,000	8,000	\$15,000	
Bald Head Creek Health & Monitoring	18,650	30,000	60,000	65,000	54,000	\$52,520	
Shoreline Beach Nourishment	-	15,000	15,000	-	-	-	
Shorebirds (Nest Protection)	-	-	-	10,000	15,000	\$15,000	
Terrapin Conservation	-	-	-	-	-	\$6,070	
Comprehensive Report	-	-	-	-	8,500	\$6,500	Utilities Fund Fund 31 \$30,560
Bald Head Woods Monitoring (Fund 31)	-	8,400	9,000	4,000	4,000	\$3,060	
Aquifer Study/Infiltration Pond (Fund 31)	35,000	30,000	30,000	45,000	47,000	\$27,500	
Grand Totals	\$143,650	\$175,000	\$221,177	\$268,177	\$239,500	\$226,410	



Stormwater Fund Summary

- **Key Points:**

- Other HFTF Projects:

- Establish new emergency ocean outfall(s) at east end of south beach
- Improve & control flow from lagoon #8 under the primary dune to lagoon #6/7
- Re-establish connection from lagoon #15 under primary dune to lagoon #16

- Total Budget: **\$126,300**

FY 22 Stormwater Fund Proposed Budgeted Expenditures

Account Id	Account Description	Requested Budget FY 22
44-8144-5900	Engineering	\$10,000
44-8144-6000	Stormwater Equipment	\$20,000
44-8144-6200	Construction	\$96,300
Total Proposed FY 22 Stormwater Revenues		\$126,300

FY 22 Stormwater Fund Proposed Budgeted Revenues

Account Id	Account Description	Requested Budget FY 22
44-3441-0000	Stormwater Fees	\$126,300
Total Proposed FY 22 Stormwater Expenditures		\$126,300



Beach Renourishment Fund Summary

- **Key Considerations:**

- Beach Access Improvements:

- #7, #9, #25, & #27

- Continue Frying Pan Shoals Borrow Site Permitting Efforts

- Permanent Hardened Groin Field Efforts:

- Design, Engineering, Modeling
- DCM/CAMA Permitting Variance vs. Permit Modification
- Legislative Efforts – Change in DCM Regulatory Policy

Description	Cost	Balance in Fund
Projected Fund Balance on July 1, 2021		\$1,741,950
Total Projected Expenses:		-\$175,000
Olsen Professional Services	-\$75,000	
General Beach Monitoring	-\$20,000	
General Beach Legal	-\$20,000	
General Beach Construction	-\$60,000	
Projected Beach Fund Balance on June 30, 2022		\$1,566,950