



City of Boiling Spring Lakes
Board of Commissioners Regular Meeting Minutes
July 10, 2018
City Hall – 6:30 pm

PLEASE TURN OFF CELL PHONES

1. **Call to Order ~ Mayor Craig Caster**

The Board of Commissioners Meeting was called to order at 6:30pm

2. **Attendance ~**

Mayor Craig Caster
Commissioner Guy Auger
City Manager Jeff Repp
City Clerk Jane McMinn

Commissioner Steve Barger
Commissioner Dana Witt
Police Chief Brad Shirley

Commissioner Mark Stewart ~ Excused

Guest ~ Wes MacLeod ~ Cape Fear COG

3. **Pledge of Allegiance ~ Ricky Rygg**

4. **Approval of Regular Agenda ~**

Commissioner Auger requested removing item ~ *p* ~ under New Business and replace item ~ *p* ~ with the **Order to amend the 2019 Fee Schedule to include Fire Inspection Fees for Existing Buildings.**

A *motion* was made by Commissioner Barger, a *second* by Commissioner Witt accepting the changes to the regular agenda.

Vote ~ 4 ~ 0

5. **Presentation ~ 2018-2023 Parks, Recreation & Open Space Master Plan ~ Dr. Jim Herstine, Ph.D.**

Dr. Herstine explained the Open Space Master Plan provides the City a blueprint of action for orderly growth and development of the City's parks, and open space areas.

Dr. Herstine's overview is hereby incorporated and made a part of these minutes.

6. Public Hearing ~ [Public Hearing comments are limited to 5 minutes per speaker]

A *motion* was made by Commissioner Barger, a *second* by Commissioner Witt to move into Pubic Hearing.

4 ~ 0

a. Zoning Map Amendment ~ R~5 Residential to R~3 Residential

Mr. MacLeod explained the purpose of the zoning map amendment of 307 parcels, of which 275 parcels are vacant, 23 are single-family homes and 52 are manufactured homes. The R-3 district is intended for detached single-family homes with a minimum living area of 1,000 square feet. If an existing manufactured home is damaged by an uncontrollable cause, such as a hurricane or fire, the structure can be replaced. If the manufactured home is in disrepair, that property cannot be replaced. In addition, if the property is unoccupied for more than 180 days, the unit may not be reoccupied.

Marshall Campo ~ 1100 Burlington Rd.

Mr. Campo explained his concern in owning four (4) manufactured homes and having the funds to keep up the repairs and the issue of asking more money for rent from people who are on fixed incomes. This change would impact people who just cannot afford this.

Tammy Sollenberger ~ 229 Black Hawk Rd.

Mrs. Sollenberger stated she is opposed to the zoning change. Since these homes are not conforming, people will have a difficult time selling their home or even getting a mortgage. On the vacant parcels, many people were planning to build their retirement home. I ask that you protect the families that want to build a smaller home.

b. CAMA Land Use Plan to include new flood maps

Mr. MacLeod stated the new flood maps are merely a formality due to new legislation adopting new maps; therefore, they are inconsistent with the maps in our Land Use Plan. As a result, we have to amend the Land Use Plan.

No comments were heard.

A *motion* was made by Commissioner Barger, a *second* by Commissioner Witt to move back into the regular BOC meeting of July 10, 2018.

Vote ~ 4 ~ 0

7. Public Comments ~ [Public Comments are limited to 5 minutes per speaker]

Mike Kirchner ~ 342 Fifty Lakes Dr.

Mr. Kirchner explained he has attended many BOC meetings and has read minutes of the meetings and is very much opposed to the bond referendum for the police department.

There has been a lack of action by the Board. Prices that were estimated in 2015 were a \$1M less than those at the bid opening two (2) years later. It is an error of the previous council and I ask you not to make the same mistake. The previous board did not act and we are now faced with rising construction costs. If the current board waits until November, the cost for construction will even be higher. Mr. Kirchner requested this board take action and not delay this project any longer. Interest rates are projected to rise at least two more times before the end of the year. I urge the board not to repeat past mistakes and then force the city to pay for those mistakes.

Beverly Holcomb ~ 570 Fifty Lakes Dr.

Mrs. Holcomb inquired about the status of the paving on Fifty Lakes Dr. City Manager Repp informed Mrs. Holcomb he spoke with the paving company the previous day, their contractual obligations are to finish the project by August 31, 2018.

Mrs. Holcomb also commented on the large number of geese in the water at Lake Hastie. Mrs. Holcomb stated her granddaughter went swimming and broke out into a rash. She inquired if the water could be tested.

Ed Wilkie ~ 142 Pike Rd.

Mr. Wilkie commented under New Business, under Item ~ q ~ I would like the commissioners to know the Thompsons, myself and my wife did not start this lawsuit. I would like everyone to understand the commissioners did start this and why. This is not over by a long shot.

8. Approval of Minutes ~ June 5, 2018

Commissioner Auger stated a correction is needed in the minutes under *New Business ~ d ~ correcting the motion by Commissioner Barger and the second by Commissioner Barger to the correct Commissioner for the second motion.*

A *motion* was made by Commissioner Auger, a *second* by Commissioner Barger to approve the minutes of June 5, 2018 with the correction.

Vote ~ 4 ~ 0

The correction was made on the June 5, 2018 minutes, the second was made by Commissioner Auger.

9. Consent Agenda ~

A *motion* was made by Commissioner Barger, a *second* by Commissioner Auger to approve the Consent Agenda.

Vote ~ 4 ~ 0

10. Committee / Board Reports and Minutes ~

Community Appearance Commission ~ Ann Hollingsworth, Chair

Ms. Hollingsworth reported the Commission has been contacted by some residents requesting to update the Christmas decorations. After looking at replacing the current decorations, it is quite expensive, over \$1,000 for each one and there are 11 decorations. It was determined due to the cost, the existing decorations will be refurbished and the light bulbs will be replaced in each one for this year.

Planning Board ~ Bill Clark, Chair

Mr. Clark reported the Board reviewed the R~3 zoning map amendment which is on the agenda this evening. We reviewed the regulations for lake pumping irrigation. We are putting together the draft regulations and hope to have the final to the Board for the October meeting.

Parks & Recreation Advisory Board ~ Bon Cantrell, Chair

Mr. Guzulaitis reported for Mr. Cantrell.

- We are awaiting the Muse Park grant, which has been submitted for approval to the state. The Schneider Park upgrades should be completed in the winter timeframe.
- The Advisory Board has placed on the agenda tonight the discussion to acquire a lot at North Lake Park.
- The Board has adopted the draft Open Space Master Plan and we are recommending the Board approve the Plan. The two largest requests are for the bicycle / pedestrian path and the desire to fund a new community center.

The Bicycle / Pedestrian Task Force is identifying options on how to best implement this plan. We will also pursue a grant from NCDOT to provide funds for the planning of the pathway.

Special Events ~ Connie Ruehl, Chair

Ms. Lucille Launderville reported for Ms. Ruehl.

- The Battle of the Bands event was a great success. Six bands participated with a good mix of music. We had good attendance and the food truck went over well. We raised \$450.00 for the Mitch Prince Scholarship Fund. There was interest from some of the bands to perform at the Parks & Recreation Sunday events.
- The Mayor's Cup Golf Tournament will be held at the Lakes Country Club on August 18, 2018.

Library Commission ~ Frances Thomas, Chair

Mrs. Thomas reported each summer the Commission does not hold a meeting in July, giving everyone a break and time for vacation. The next meeting will be held on Thursday, August 9, 2018 at 10:00am.

BSL Fire / Rescue ~ Commissioner Stewart,

Commissioner Stewart is excused this month, no report was given.

Commissioner Auger reported during the 4th of July Fireman's Competition Event the City of Boiling Spring Lakes Fire / Rescue won the competition. Congratulations to all the BSL Fireman.

11. City Manager's Monthly Report ~ Jeff Repp

- Mr. Repp reported as of May 31, 2018, the city had \$2,309,237.00 in cash and investments.
- Sales tax revenue is 1% ahead of schedule.
- As of May 31, 2018, 96.7% of property taxes for the city have been collected.
- There were seven (7) new building permits issued for the month of May. Along with these permits and others, we are at \$1,458,277.00 in construction value. There have been 49 new permits issued for the year with one month to go. The city budgeted 45 permits
- The City is currently seeking Requests for Qualifications for engineering for the Spillway Project. The deadline is July 24, 2018. This will be on the August agenda for Board approval.
- The City received the Grant agreement from the State, which was on June 11, 2018, which was also the day I signed the agreement that was approved for the floodway map amendment, which is required by FEMA.
- Norris & Tunstall have submitted the plans for the water and sewer permit applications to Brunswick County for the Special Assessment Sewer Project on Fifty Lakes and Goldsboro. We have a meeting with the county to review comments tomorrow and make corrections. We will then be receiving the Erosion Control Permit from the State that we will sign and return. At that point we will then put the project out for bid.

12. Old Business ~

No Old Business items were listed.

13. New Business ~

- a. Resolution** ~ Stating Intent to Proceed with a Referendum on General Obligation Public Safety Bond.

A *motion* was made by Commissioner Barger, a *second* by Commissioner Witt for discussion.

Commissioner Barger commented when the referendum was presented this past week at \$4+ million dollars, it was clear that no one would vote to approve this amount of money to be spent.

Commissioner Barger stated he would like to step back and look at what the city can do; therefore, I do not support this referendum. Commissioner Witt was in agreement

with Commissioner Barger. We need a call for action. The longer it takes to make a decision, the more it will cost. The Board needs to start acting on this sooner rather than later. Mayor Caster then called for a vote.

Vote ~ 0 ~ 4 (Mayor Caster, Commissioners Barger, Witt and Auger opposed) The motion has failed.

b. Proclamation ~ Designation of July as Parks and Recreation Month

A *motion* was made by Commissioner Witt, a *second* by Commissioner Barger Designating the month of July as Parks and Recreation Month.

Vote ~ 4 ~ 0

c. Order ~ Appointing the following to the Special Events Committee and Appearance Commission

- ❖ Michelle Hennessey completing the term ending December 31, 2019;
- ❖ Barbara Snyder completing the term ending December 1, 2020;
- ❖ Brenda Hogan as 1st Alternate to a three (3) year term ending July 10, 2018; and
- ❖ Juanita Sizemore to serve on the Community Appearance Commission for a term of four (4) years ending July 10, 2022.

Commissioner Barger requested changes on the Special Events Committee moving Brenda Hogan from 1st Alternate to the term ending December 31, 2019; and moving Michelle Hennessey to the 1st Alternate for a 3 year term ending July 10, 2021.

The Board also approved Juanita Sizemore serving on the Community Appearance Commission for a term of four (4) years ending July 10, 2022.

A *motion* was made by Commissioner Auger, a *second* by Commissioner Barger approving the appointments with the requested changes.

Vote ~ 4 ~ 0

d. Ordinance ~ amending Article 5 ~ Zoning Map ~ R-2 Residential to R-6 Residential (Hollars Re-zoning).

A *motion* was made by Commissioner Barger, a *second* by Commission Auger amending Article 5 ~ Zoning Map ~ R-2 Residential to R-6 Residential (Hollars Re-zoning).

Vote ~ 4 ~ 0

- e. **Order** ~ authorizing the Mayor to approve the Plan Consistency Statement for the City of Boiling Spring Lakes Board of Commissioners proposed zoning map amendment R-2 Residential to R-6 Residential (Hollars Re-zoning)

A ***motion*** was made by Commissioner Witt, a ***second*** by Commissioner Auger authorizing the Mayor to approve the Plan Consistency Statement for the City of Boiling Spring Lakes Board of Commissioners proposed zoning map amendment R-2 Residential to R-6 Residential (Hollars Re-zoning)

Vote ~ 4 ~ 0

- f. **Ordinance** ~ adopting the Effective Flood Insurance Study and its Accompanying Flood Insurance Rate Maps for the City of Boiling Spring Lakes, NC.

A ***motion*** was made by Commissioner Barger, a ***second*** by Commissioner Witt adopting the Effective Flood Insurance Study and its Accompanying Flood Insurance Rate Maps for the City of Boiling Spring Lakes, NC.

Vote ~ 4 ~ 0

- g. **Ordinance** ~ amending the Flood Damage Prevention Ordinance for the City of Boiling Spring Lakes, NC.

A ***motion*** was made by Commissioner Barger, a ***second*** by Commissioner Auger amending the Flood Damage Prevention Ordinance for the City of Boiling Spring Lakes, NC.

Vote ~ 4 ~ 0

- h. **Order** ~ authorizing the Mayor to approve the Plan Consistency Statement for the City of Boiling Spring Lakes Board of Commissioners to adopt the Effective Flood Insurance Study and its Accompanying Flood Insurance Rate Maps; **and** amending the Flood Damage Prevention Ordinance.

A ***motion*** was made by Commissioner Barger, a ***second*** by Commissioner Witt authorizing the Mayor to approve the Plan Consistency Statement for the City of Boiling Spring Lakes Board of Commissioners to adopt the Effective Flood Insurance Study and its Accompanying Flood Insurance Rate Maps; **and** amending the Flood Damage Prevention Ordinance.

Vote ~ 4 ~ 0

- i. **Ordinance** ~ to Amend the Official Zoning Map of the City of Boiling Spring Lakes, NC R-5 Residential to R-3 Residential (Fifty Lakes area).

A ***motion*** was made by Commissioner Auger, a ***second*** by Commissioner Barger to Amend the Official Zoning Map of the City of Boiling Spring Lakes, NC R-5 Residential to R-3 Residential (Fifty Lakes area).

Vote ~ 3 ~ 1 ~ (Commissioner Witt ~ opposed)

- j. **Order** ~ authorizing the Mayor to approve the Plan Consistency Statement of the City of Boiling Spring Lakes Board of Commissioners amending the Official Zoning Map R-5 Residential R-3 Residential.

A ***motion*** was made by Commissioner Auger, a ***second*** by Commissioner Barger authorizing the Mayor to approve the Plan Consistency Statement for the City of Boiling Spring Lakes Board of Commissioners amending the Official Zoning Map R-5 Residential R-3 Residential.

Vote ~ 3 ~ 1 ~ (Commissioner Witt ~ opposed)

- k. **Resolution** ~ authorizing the Amendment to the CAMA Land Use Plan for the City of Boiling Spring Lakes, NC.

A ***motion*** was made by Commissioner Barger, a ***second*** by Commissioner Auger authorizing the Amendment to the CAMA Land Use Plan for the City of Boiling Spring Lakes, NC.

Vote ~ 4 ~ 0

- l. **Order** ~ declaring 2008 Ford Crown Victoria vehicle as surplus and authorizing the sale of same to the highest bidder on GovDeals.

A ***motion*** was made by Commissioner Barger, a ***second*** by Commissioner Witt declaring 2008 Ford Crown Victoria vehicle as surplus and authorizing the sale of same to the highest bidder on GovDeals.

Vote ~ 4 ~ 0

- m. **Order** ~ authorizing the City Manager to accept a software license and service agreement with ***Zurercher Technologies LLC of Sioux Falls, South Dakota*** for the Boiling Spring Lakes Police Department in the estimated amount of **Fifty Six Thousand Three Hundred and Fifty Nine Dollars and No Cents (\$ 56,359.00)**.

A ***motion*** was made by Commissioner Barger, a ***second*** by Commissioner Witt authorizing the City Manager to accept a software license and service agreement with ***Zurercher Technologies LLC of Sioux Falls, South Dakota*** for the Boiling Spring Lakes Police Department in the estimated amount of **Fifty Six Thousand Three Hundred and Fifty Nine Dollars and No Cents (\$ 56,359.00)**.

Vote ~ 4 ~ 0

- n. **Order** ~ authorizing the City Manager to accept the proposal from **VC3, Inc., of Columbia, SC** for the hosted Information Technology Services for a sixty (60) month term beginning July 2018, at an estimated monthly cost of **Six Thousand Six Hundred and Seventy Six Dollars and Sixty Nine Cents (\$ 6,679.69)**.

A ***motion*** was made by Commissioner Barger, a ***second*** by Commissioner Witt authorizing the City Manager to accept the proposal from **VC3, Inc., of Columbia, SC** for the hosted Information Technology Services for a sixty (60) month term beginning July 2018, at an estimated monthly cost of **Six Thousand Six Hundred and Seventy Six Dollars and Sixty Nine Cents (\$ 6,679.69)**.

Vote ~ 4 ~ 0

- o. **Order** ~ adopting the City of Boiling Spring Lakes Table of Organization effective July 11, 2018.

A ***motion*** was made by Commissioner Auger, a ***second*** by Commissioner Witt adopting the City of Boiling Spring Lakes Table of Organization effective July 11, 2018.

Vote ~ 4 ~ 0

- p. **Order** ~ amending the 2019 Fee Schedule for the City of Boiling Spring Lakes, NC to include Fire Inspection Schedule and Associated Fees.

A ***motion*** was made by Commissioner Auger, a ***second*** by Commissioner Barger ~ amending the 2019 Fee Schedule for the City of Boiling Spring Lakes, NC to include Fire Inspection Schedule and Associated Fees.

Vote ~ 4 ~ 0

- q. **Order** ~ authorizing the Mayor to execute a Settlement Agreement and Release with Christopher J. Thompson and Karen A. Thompson.

A ***motion*** was made by Commissioner Barger, a ***second*** by Commissioner Witt authorizing the Mayor to execute a Settlement Agreement and Release with Christopher J. Thompson and Karen A. Thompson.

Vote ~ 4 ~ 0

- r. ***Discussion*** ~ Proposed acquisition ~ North Lake parcel # 142PA00901

Commissioner Witt, liaison to the Parks & Recreation Advisory Board, commented this particular piece of property does not perk and the city could possibly acquire this

particular parcel at tax value. The property owners to the right of the park may be willing to donate the lot to the city. This would then give the city four (4) parcels to enhance North Lake Park, along with the parking area and picnic shelter.

Mary Green, Director of Parks & Recreation, commented the value of this particular parcel is very high. North Lake Park is on a peninsula; with the purchase of the lot and the possible acquisition of the lot donation, these properties would open up the future for a possible dog park or a walking trail. The acquisition of the property now is important, and then look to future development of the property down the line.

Commissioner Auger suggested selling the lots the city does not use and will never be used since so many lots are isolated which have been donated by Reeves. Commissioner Auger suggested selling the lots we do not use instead of buying more lots. Let's get rid of these lots that are unusable and untaxable for the city. Commissioner Barger agreed, however the potential value of the lots we are discussing will have value for the future of the city.

The Board instructed city staff to reach out to the agent.

12. Announcements ~

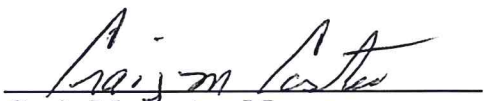
No announcements noted.

13. Adjourn ~

A ***motion*** was made by Commissioner Barger, a ***second*** by Commissioner Witt to adjourn the Board of Commissioners meeting of July 10, 2018.

Vote ~ 4 ~ 0

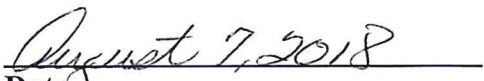
The meeting was adjourned at 7:45pm.


Craig M. Caster, Mayor

ATTEST:


Jane McMinn, City Clerk




Date



PARKS & RECREATION OPEN SPACE MASTER PLAN

The Parks, Recreation and Open Space Master Plan process is a vital component of any local government operation. The purpose of the master plan is to: 1) Assess, analyze and evaluate the status of the provision of local community parks, recreation and open space programs and services. 2) Stimulate an open public discussion of present and future needs for community parks, recreation and open space programs, services, areas and facilities. 3) Establish a plan of action for the future growth, development and implementation of community parks, recreation and open space programs and services. The product of the Parks, Recreation and Open Space Master Plan process is a living document that provides the City of Boiling Spring Lakes a viable blueprint and plan of action to guide the future orderly growth and development of the community's comprehensive parks, recreation and open space system.

A significant amount of time and effort was expended identifying the expressed desires, needs and interests of the citizens of the City of Boiling Spring Lakes for parks, recreation and open space programs, services, areas and facilities. To this end, the citizens of the City of Boiling Spring Lakes participated directly, tangibly and actively in the process in the following manner:

- Two (2) public meetings were facilitated—September 20, 2017 and October 11, 2017
- Formal information gathering sessions were held with the City of Boiling Spring Lakes Parks and Recreation Committee specifically to discuss and provide input into the Parks, Recreation and Open Space Master Plan process—February 15th, 2017 and March 15, 2017
- Seven (7) individual interviews were conducted with key parks, recreation and open space stakeholders
- Ten (10) key parks, recreation and open space stakeholders were identified and participated in a Focus Group discussion
- A 2017 Parks, Recreation and Open Space Community Needs Assessment Survey instrument was administered to city residents through the City of Boiling Spring Lakes Parks and Recreation Department
- Three (3) public forums were facilitated specifically to discuss improvements to and redevelopment of the Robert Muse Memorial Park—February 17, 2018, February 21, 2018 and March 4, 2018

The most significant recommendations within the City of Boiling Spring Lakes 2018 – 2023 Parks, Recreation and Open Space Master Plan are:

- ✚ Development of a non-vehicular pedestrian, biking, hiking, walking network and system that connects City of Boiling Spring Lakes public, residential, commercial and service areas
- ✚ Development of a multi-purpose, comprehensive Recreation Center/Fitness Facility/Aquatics Center/Athletic Complex with a gymnasium, indoor pool, indoor track, fitness equipment, teen room, meeting rooms, office space and storage space
- ✚ Creation of a "Friends of Parks, Recreation and Open Space Foundation"
- ✚ Creation of a Parks and Maintenance Division within the City of Boiling Spring Lakes Parks and Recreation Department