



**City of Boiling Spring Lakes
Board of Commissioners Monthly Meeting
February 2, 2021
City Hall – 6:30 p.m.**

PLEASE TURN OFF CELL PHONES

1. Call to Order ~ Mayor Craig Caster

Mayor Caster called the meeting to order at 6:30PM.

2. Pledge of Allegiance – Commissioner Bill Clark

3. Attendance ~

Mayor Craig Caster
Commissioner Teagan Hall
City Manager Jeff Repp
Police Chief Greg Jordon

Commissioner Tom Guzulaitis
Commissioner Dana Witt
City Clerk Jane McMinn

4. Approval of Regular Agenda ~

A *motion* was made by Commissioner Guzulaitis, a *second* by Commissioner Hall to approve the Agenda of the Board of Commissioners meeting of February 2, 2021.

Motion Carries ~ 5 ~ 0

5. Fiscal Year Audit 2019/2020 ~ Wayne Berry of Berry, Padgett & Chandler

Mr. Berry reported from the City's budgetary funds stating at the close of the current fiscal year, the City governmental funds reported combined ending fund balances of \$3,901,368.

That the Excerpts from the Annual Audit Report is hereby incorporated by reference and made a part of these minutes.

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

a. Tim Williams ~ 115 W. North Shore

Mr. Williams brought up the subject of the rezoning from R-2 Residential to C-1 Commercial Mixed Use. After speaking last month at the Public Hearing, I would also like to add the issue of traffic turning off of State Highway 87 onto W. North Shore would be quite dangerous at this time. To have a commercial establishment in that area does not seem to make sense with respect to the danger and a dirt road. Mr. Williams

asked “is the City prepared to take the necessary steps to turn this area into commercial use.”

7. Approval of Minutes ~

- a. Approval of the Board of Commissioners Meeting Minutes of January 5, 2021.

A *motion* was made by Commissioner Guzulaitis, a *second* by Commissioner Witt approving the Board of Commissioners Meeting Minutes of January 5, 2021.

Motion Carries ~ 5 ~ 0

8. Consent Agenda ~

- a. Public Works
- b. Public Safety / Animal Control
- c. Parks & Recreation Department
- d. Finance Department
- e. Building Inspections / Code Enforcement / Zoning

A *motion* was made by Commissioner Hall, a *second* by Commissioner Clark approving the Consent Agenda.

Motion Carries ~ 5 ~ 0

9. Committee / Board Reports and Minutes ~

- a. **Community Appearance Commission** ~ Ms. Ann Hollingsworth, Chair
Ms. Hollingsworth announced their number one property recognition award goes to Boiling Spring Lakes Community Center for their efforts in maintaining the inside of the building and the outside grounds. Citizen comments continue to acknowledge how clean and neat everything is on the inside and outside. We would like thank our Public Works and Building and Grounds Department for the fresh mulch around our welcome signs. We appreciate them for all the work they do. Our Appearance meeting will be February 15, 2021 at 4:30 P.M, we will discuss our flags for the entrance walls; and short term goals and long term goals.
- b. **Planning Board**, Jeremy Sexton, Chair
Ms. Nicole Morgan reported for the Planning Board.
The Board met on January 19, 2021 and elected a chairman and vice-chairman and reviewed and approved a 24 home sub-division on Reidsville Road.
- c. **Parks & Recreation Advisory Board** ~ Barbara Bennett Snyder, Chair
Commissioner Guzulaitis reported they received an update on Muse Park; discussion about the neighborhood garden at Spring Lakes Park and the work in progress currently to make it appealing for our citizens. Members also discussed the Pedestrian Plan and will report again next month.

- d. **Special Events Committee** ~ Jackie Barker, Chair
Commissioner Hall reported no meeting was held.
- e. **Library Commission** ~ Sherrie Kuzian, Chair
Ms. Kuzian stated the Commission met on January 14, 2021. Commissioner Witt reported on the space in the Police Department building. Members worked on the Little Free Library; worked on storing books, cataloging and inventory. A workshop is schedule in lieu of the February meeting for library maintenance.
- f. **BSL Fire / Rescue ~ Chief Theresa Tickle**
Chief Tickle reported the Department responded to 32 medical calls and 19 fire related calls. We are working on our budget and had a quarterly board meeting, Commissioner Clark attended as our Liaison. We are doing in-house training on blood borne pathogens.

10. City Manager's Report ~ City Manager Jeff Repp

That the City Manager's Monthly Report is hereby incorporated by reference and made a part of these minutes.

11. Old Business ~

No Old Business was reported.

12. New Business ~

- a. **Order** ~ appointing Johnnie Scarbrough to the Board of Adjustment for a three (3) year term beginning February 6, 2021; appointing Brenda Hogan as 1st Alternate to the Planning Board beginning February 2, 2021 for a two (2) year term; and appointing Michael Magee as 2nd Alternate to the Planning Board beginning February 2, 2021 for a two (2) year term.

A *motion* was made by Commissioner Hall, a *second* by Commissioner Witt approving the Order.

Motion Carries ~ 5 ~ 0

- b. **Order** ~ amending the Table of Organization replacing Public Works Director with Public Works Supervisor and creating the position of Public Works Administrative Assistant with pay rate being Grade 1 within the adopted pay table and adopting the attached job description for the position.

A *motion* was made by Commissioner Guzulaitis, a *second* by Commissioner Clark approving the Order.

Motion Carries ~ 5 ~ 0

- c. **Order** ~ authorizing the City Manager to accept the proposal of *Phillips Enterprise Trucking Inc. of Bolivia, NC* for the clearing and restoration of a city-owned drainage swale on Windemere Road in the *estimated* amount of *Sixteen Thousand One Hundred Dollars and No Cents (\$ 16,100.00)*.

A *motion* was made by Commissioner Guzulaitis, a *second* by Commissioner Hall approving the Order.

Motion Carries 5 ~ 0

- d. **Order** ~ authorizing the City Manager to accept the proposal of *Superior Recreation of the Carolinas of Chesterfield, SC* for the Muse Park Project Playground Equipment in the estimated amount of *Seventy Seven Thousand Three Hundred and Twelve Dollars and Sixty Two Cents (\$ 77,312.62)*.

A *motion* was made by Commissioner Hall, a *second* by Commissioner Witt approving the Order.

Motion Carries 5 ~ 0

- e. **Ordinance** ~ to Amend Article 2, Article 6, Article 7 & Appendix B of the UDO.

A *motion* was made by Commissioner Guzulaitis, a **second** by Commissioner Clark approving to Amended the Ordinance.

Motion Carries ~ 5 ~ 0

- f. **Ordinance** ~ to Amend the Official Zoning Map R-2 Residential to C-1 Commercial Mixed Use.

Commissioner Guzulaitis requested to be recused from voting for financial reasons.

A *motion* was made by Commissioner Clark, a *second* by Commissioner Witt.

*Motion Fails ~ 1 ~ 3 ~ in favor Commissioner Clark
opposed ~ Mayor Caster, Commissioner Witt and Commissioner Hall*

- g. **Resolution** ~ Adopting Southeastern NC Regional Hazard Mitigation Plan.

A *motion* was made by Commissioner Guzulaitis, a *second* by Commissioner Hall approving the Resolution.

Motion Carries ~ 5 ~ 0

13. Discussion ~

No discussion was heard.

14. Announcements ~

Commissioner Hall congratulated Bill Rockenhauser and Myriam Conley on their new positions in the City. We have all seen a drastic improvement in Buildings and Grounds and we are all happy to see them both moving forward.

Mayor Caster commented on the new Waste Management trucks and informed everyone to have the handles on the trash cans facing your home. Mayor Caster requested we pass this information along to our neighbors.

15. Closed Session ~

A *motion* was made by Commissioner Hall, a *second* by Commissioner Witt to leave the Regular Board of Commissioners meeting and move into a Closed Session for discussion of a personnel matter.

Motion Carries ~ 5 ~ 0

A *motion* was made by Commissioner Guzulaitis, a *second* by Commissioner Witt to move out of closed session.

Motion Carries ~ 5 ~ 0

Mayor Caster announced no action was taken pending review with city attorney.

16. Adjourn ~

A *motion* was made by Commissioner Guzulaitis, a *second* by Commissioner Witt to adjourn the Board of Commissioners meeting of February 2, 2021 at 8:26 PM.

Motion Carries ~ 5 ~ 0

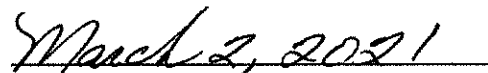


Craig M. Caster, Mayor

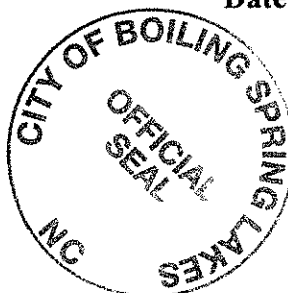
ATTEST



Jane McMinn, City Clerk



Date



CITY OF BOILING SPRING LAKES
Excerpts from Annual Audit
June 30, 2020

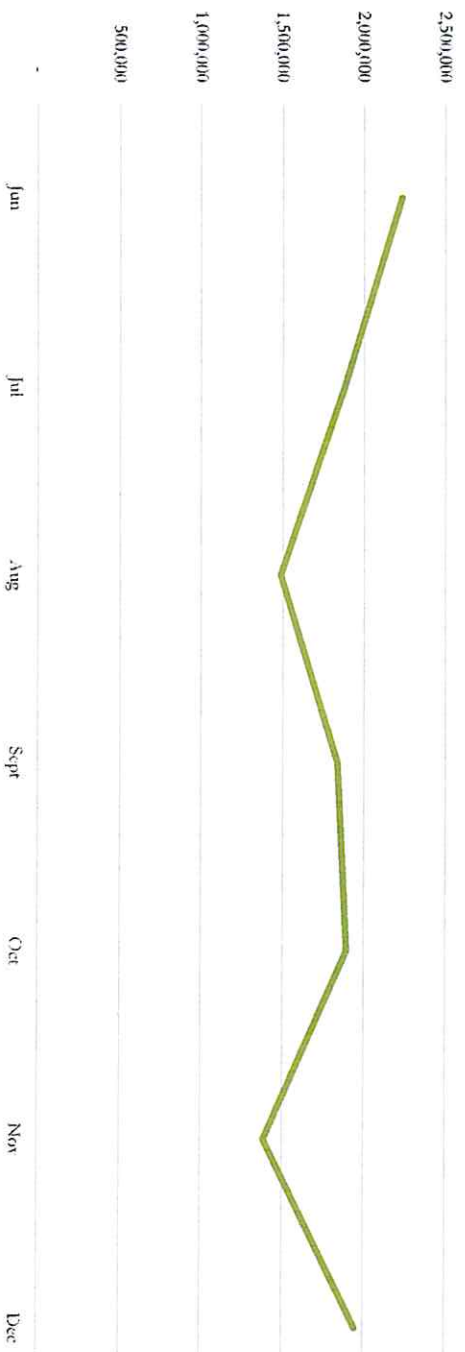
	Budget Current Year	Actual Current Year	Actual Prior Year
GENERAL FUND (From Exhibit 3 & 5))			
Cash		1,900,295	1,714,230
Fund balance, beginning of year		4,265,788	2,407,495
Revenues	5,098,268	5,418,344	6,150,333
Expenditures	(6,317,900)	(6,166,902)	(6,292,040)
Other financing sources (uses)-	375,000	384,138	2,000,000
Fund balance appropriated	844,632	-	-
Net increase (decrease)	-	(364,420)	1,858,293
Fund balance, end of year		<u>3,901,368</u>	<u>4,265,788</u>
Allocation of fund balance:			
Restricted: Stabilization by State Statue		2,257,219	2,675,799
Restricted: Streets (Powell Bill)		377,776	223,198
Public safety (NCORR Loan)		208,783	549,082
Committed for Capital Outlay		40,169	31,039
Assigned: Subsequent year's expenditures		-	-
Unassigned		1,017,421	786,670
		<u>3,901,368</u>	<u>4,265,788</u>
Tax levy:			
Total valuation		539,077,447	464,154,348
Tax rate		0.23	0.23
Tax levy		1,240,216	1,067,811
			-
Percent collected		97.8%	98.0%
Percent collected excluding motor vehicles		97.6%	97.7%
As a percent of total revenue:			
Ad valorem taxes		23%	19%
Other taxes & licenses		3%	2%
Unrestricted intergovernmental revenues		44%	37%
Restricted intergovernmental revenues		24%	38%
Permits and fees		2%	2%
Sales and services		3%	3%
Investment earnings		0%	0%
Miscellaneous		1%	1%
		<u>100%</u>	<u>100%</u>
As a percent of total expenditures:			
General government		51%	57%
Public safety		25%	23%
Transportation		12%	11%
Health and welfare		0%	0%
Economic and physical development		2%	
Cultural and recreational		8%	7%
Debt service		2%	2%
		<u>100%</u>	<u>100%</u>

CITY OF BOILING SPRING LAKES
Excerpts from Annual Audit
June 30, 2020

	<u>Budget Current Year</u>	<u>Actual Current Year</u>	<u>Actual Prior Year</u>
CAPITAL RESERVE FUND (included in General Fund above)			
Fund balance, ending		<u>40,169</u>	<u>31,039</u>
SPILLWAY CAPITAL PROJECT FUND - PROJECT TO DATE			
		<u>Current Year</u>	<u>Current Year</u>
Beginning fund balance		6,524	9,912
Revenues	79,928	9,996	3,414
Expenditures	(171,003)	(7,382)	(6,802)
Other financing sources (uses)	91,075	(9,138)	-
Net increase (decrease)	<u>-</u>	<u>(6,524)</u>	<u>(3,388)</u>
Fund balance, ending		<u>-</u>	<u>6,524</u>
FIFTY LAKES DRIVE CAPITAL IMPROVEMENT PROJECT			
		<u>Current Year</u>	<u>Current Year</u>
Beginning fund balance		264,764	324,220
Revenues	375,000	604,685	-
Expenditures	(375,000)	(494,449)	(59,456)
Other financing sources (uses)	-	(375,000)	-
Net increase	<u>-</u>	<u>(264,764)</u>	<u>(59,456)</u>
Fund balance, ending		<u>-</u>	<u>264,764</u>

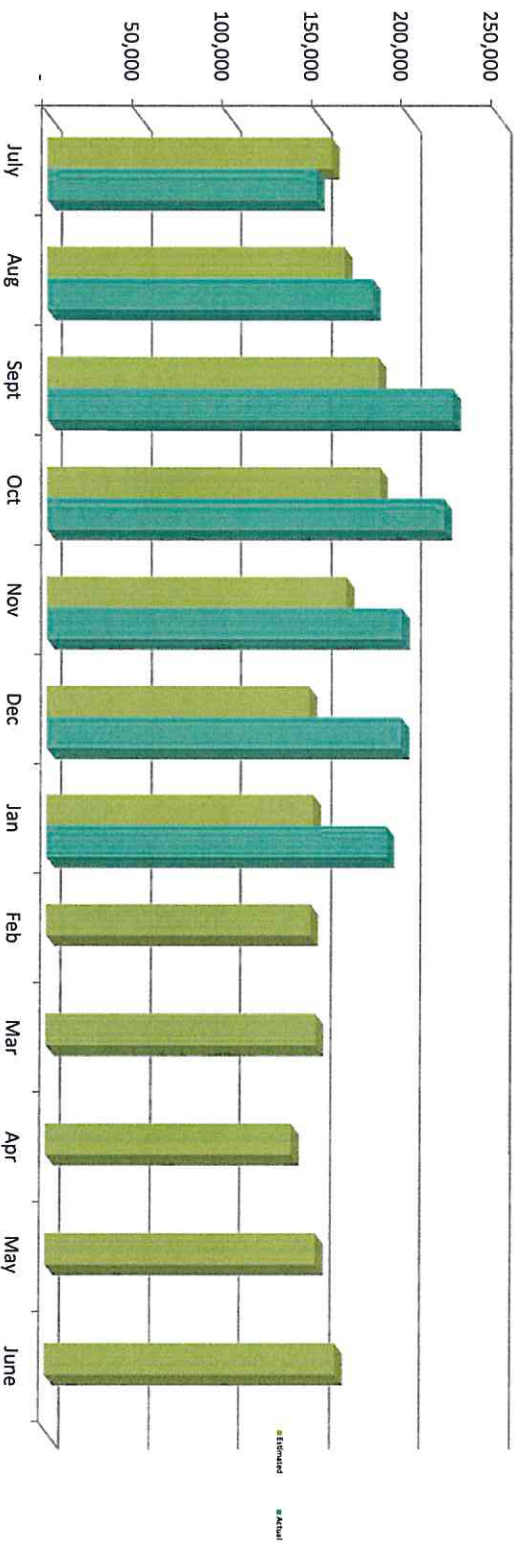
City Manager's Report – Cash/Investments

\$ 1,951,847 as of 12/31/20



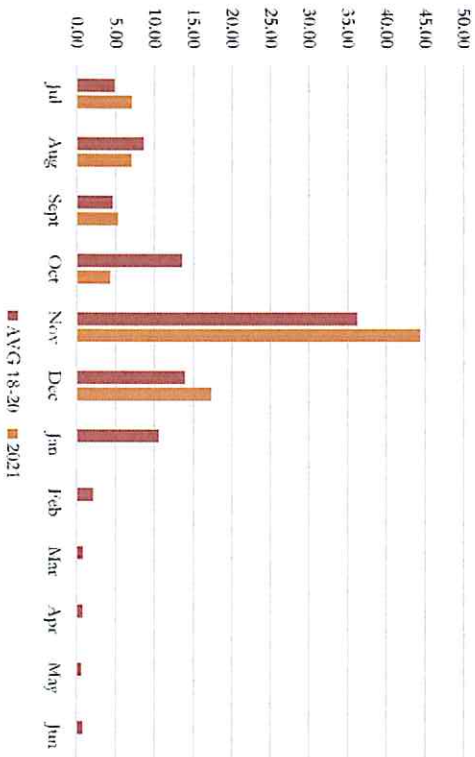
City Manager's Report – Sales Tax Revenue

22.6% (\$ 250,108) ahead of schedule after 7 months

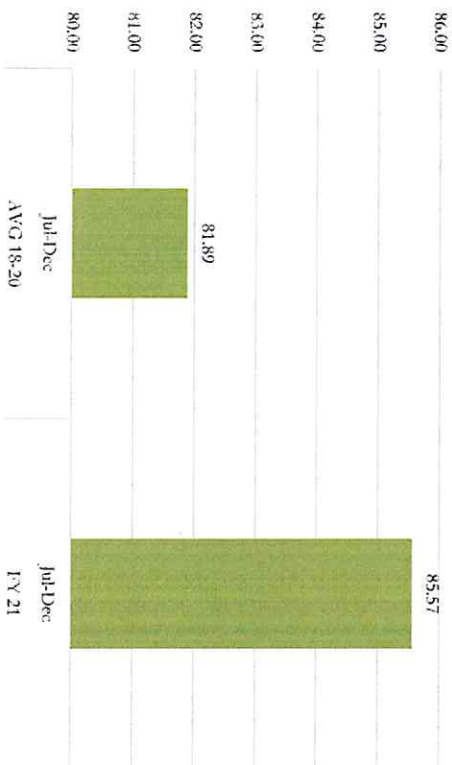


City Manager's Report Property Tax Collections

Property Tax Collection % by Month



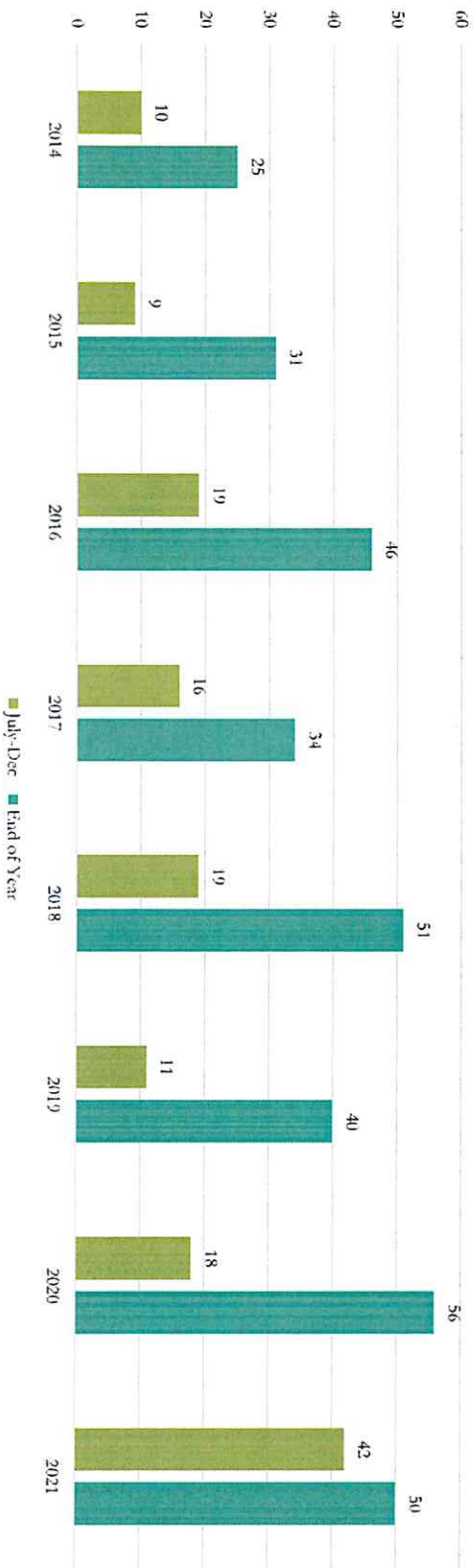
TO DATE % COLLECTED
COMPARISON



City Manager's Report – New Housing Permits

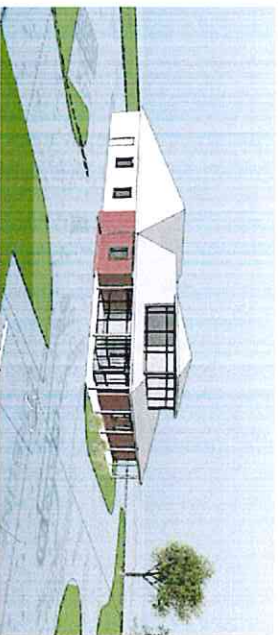
thru 12/31/20

New Residential Permits



Police Department Renovation Update

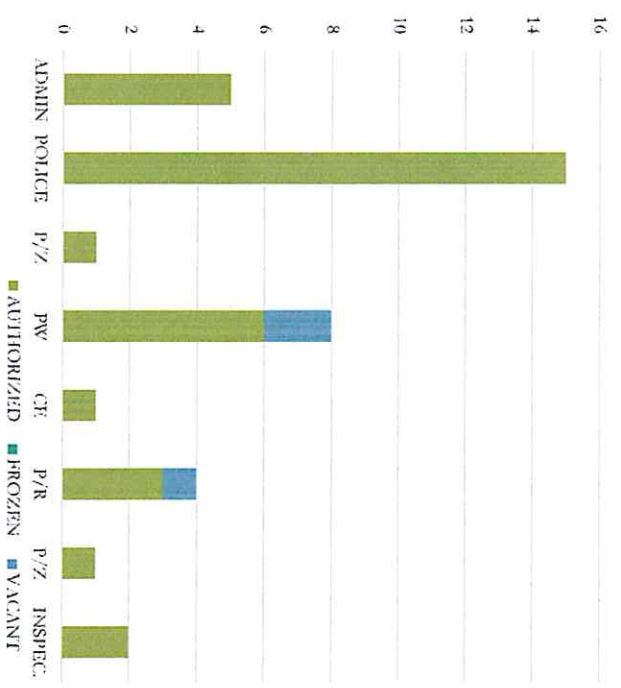
Task	Duration (days)	Proposed Schedule
RFP Issued		February 3, 2020
RFP Response Submitted	17	February 20, 2020
A/E Proposal Submitted	43	April 3, 2020
BSL Board Approval of Contract	32	May 5, 2020
PO Issued / Initial Site Visit	10	May 15, 2020
A/E Project Start	52	July 6, 2020
Rural Development Architectural Feasibility Report	21	July 27, 2020
Design Review Meeting	30	August 26, 2020
Design Revisions & Development	7	September 2, 2020
Design Review Meeting	1	September 3, 2020
35% Design Criteria Package Completion	90	December 2, 2020
USDA Loan Approval *	29	December 31, 2020
Issue Package for Design-Build Project	7	January 7, 2021
Design-Build Bid Opening	45	February 21, 2021
DB Bid Evaluation	7	February 28, 2021
Award DB Contract	14	March 14, 2021
DB Start	5	March 19, 2021
Substantial Construction Completion	365	March 19, 2022



CITY PERSONNEL

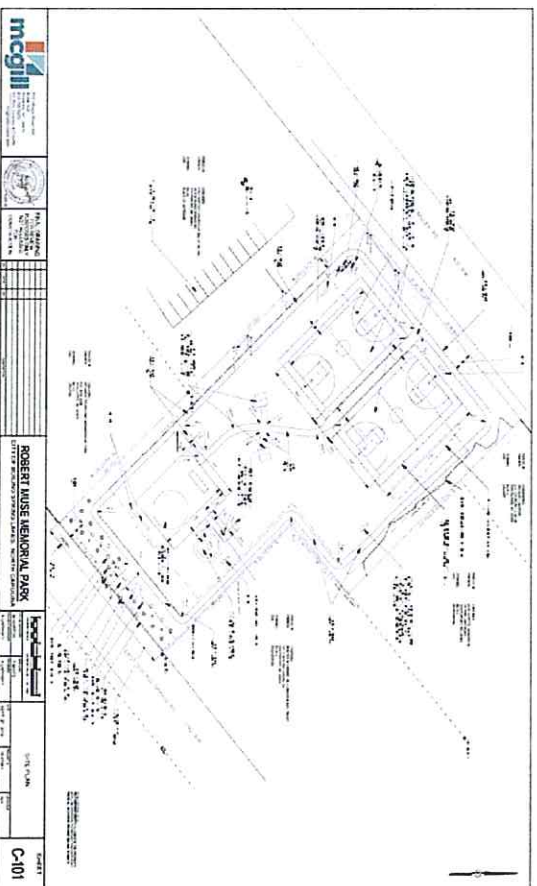
FULL TIME POSITIONS - 36

- **Public Works - Vacancies**
 - Public Works Supervisor – William Rockenhauser started 1/25/21
 - Maintenance Tech. – Timothy Brock started 1/28/21
- **Parks & Recreation – Vacancies**
 - Community Center Supervisor – 19 applications received; 3 selected for interviews.



Muse Park Upgrade

- Request for Proposals to be issued on January 15, 2021
- Pre-Bid Meeting to be held on January 28, 2021.
- Bid opening scheduled for February 8, 2021
- Bid Award on March 2, 2021
- Notice to Proceed – March 15, 2021
- Opening Date – June 2021 (tentative)



Dam Construction/Reconstruction Update

Key Dates

- 1/19/21 - 90% plans submitted to NCC Dam Safety.
- 1/25/21 – BOC workshop on dam(s).
- 1/27/21 – DDD signed for North/Pine Lake Dams.
- 1/29/21 – List of qualified firms confirmed
- 2/9/21 – Upcoming Zoom meeting with parties regarding financing of project.
- 2/10/21 – Upcoming Zoom meeting with NCC Dam Safety to review 1/19/21 submittal

Qualified Firms to Invited to Bid

1. Crowder Construction Company – Charlotte, NC
2. Trader Construction Company – New Bern, NC
3. Thalle Construction Company – Hillsborough, NC
4. Sequoia Services LLC – Greensboro, NC
5. Phillips & Jordan - Knoxville, TN
6. Morgan Corporation – Spartanburg, SC
7. Kiewit Infrastructure South Corporation – Apex, NC
8. Johnson Brothers Corporation – Roanoke, TX



Projected City Cost Share



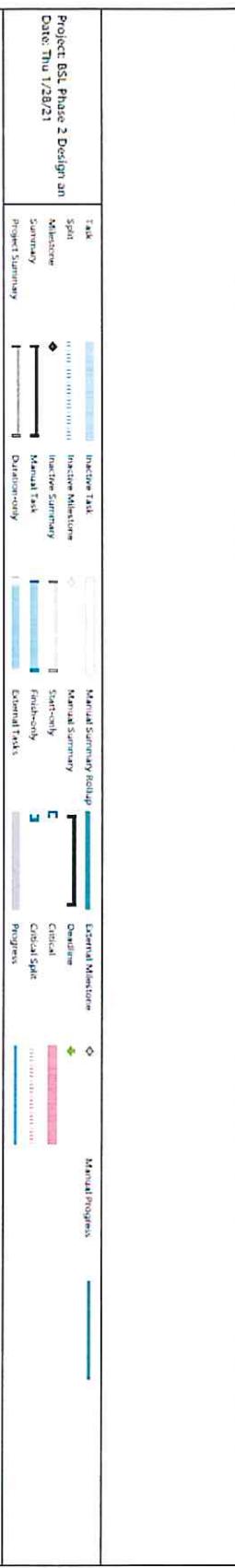
Dam	Improved		FEMA Eligible		Potential		City's Share
	Project Cost ¹	Base Cost	FEMA CEF	Mitigation ³			
SD	\$28,046,648	\$ 5,725,308	\$ 3,391,909	\$ 5,725,308		\$13,204,124	
ULD	\$1,994,921	\$356,351	\$ 298,288	\$356,351		\$983,932	
NLD ²	\$1,524,667	\$483,077	\$ 400,954	\$1,758,077		\$0	
PLD ²	\$1,246,648	\$293,847	\$ 243,893	\$703,847		\$5,061	
TOTAL	\$32,812,884	\$6,858,582	\$4,335,044	\$7,268,582		\$14,193,116	

¹ Based on Engineer's 90% Estimate of Probable Construction Cost
² Based on prelim submittal and CEF from ULD, actual eligible cost may vary
³ Mitigation limited 100% FEMA Base SD/ULD, includes NCDOT costs for PLD/NLD

Note: All amounts are still tentative pending FEMA approval



ID	Task Name	Duration	Start	Finish	Predecessors
1	1 NC Dam Safety Design Approach Approval	0 days	Fri 7/31/20	Fri 7/31/20	
2	2 Property Ownership	70 days	Mon 11/9/20	Fri 2/12/21	
5	3 Design and Permitting	184 days	Mon 8/3/20	Thu 4/15/21	
102	4 100% Design	5 days	Fri 4/16/21	Thu 4/22/21	5
104	5 Industry Day and RFP	97 days	Wed 9/9/20	Thu 1/21/21	
115	6 Bidding and Contractor Selection	43 days	Fri 4/23/21	Tue 6/22/21	
117	7 Construction Phase	926 days	Thu 7/1/21	Fri 1/1/25	115, 5, 7 days

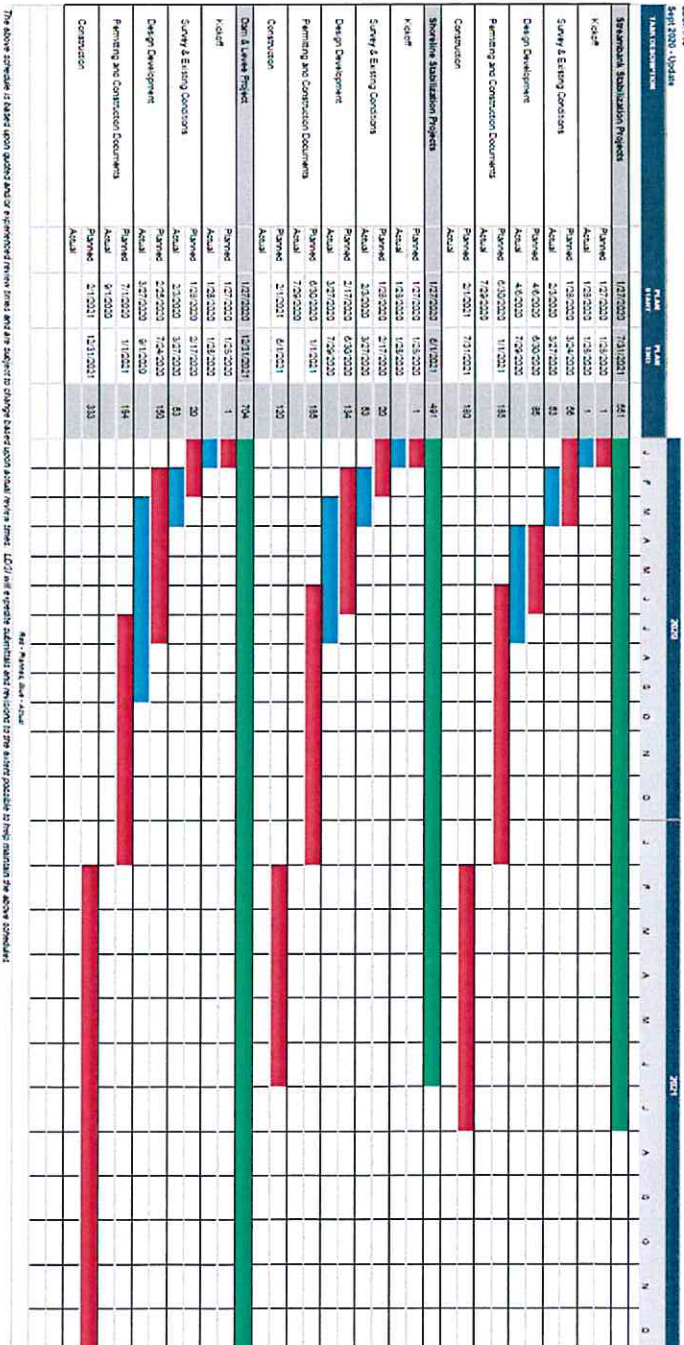


Note: Duration is shown in work days; not calendar days.

USDA-NRCS STORM DEBRIS REMOVAL PROJECT - January 21 Update

USDA-NRCS EWP Engineering Services
 City of Boiling Springs, LaSalle

- 8 of 9 projects within budget and will move forward in spring.
- Middle Dam will require approval from DC due to increased cost due to N/C Dam Safety categorization as "high hazard" dam.
- City filed formal appeal with USDA on funding for Middle Dam on 12/29/20 after official notification on 12/11/20 of their decision not to fund.



Note: Planned dates are subject to change based upon actual weather. DC will expense additional and proposed to help maintain the above schedule.

2-2-2021

~ PUBLIC COMMENT ~

City of Boiling Spring Lakes

Board of Commissioners Meeting

Comments are restricted to 5 minutes per speaker

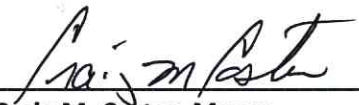
PLEASE PRINT

<u>Name</u>	<u>Address</u>
1. Tim Williams	115 W N Shore
2. Steve Williams <i>me</i>	76 Pine Shore <i>me</i>
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____
10. _____	_____

ORDER #: 2021-03



ORDER appointing Johnnie Scarbrough to the Board of Adjustment for a three (3) year term beginning February 6, 2021; appointing Brenda Hogan as 1st Alternate to the Planning Board beginning February 2, 2021 for a two (2) year term; and appointing Michael Magee as 2nd Alternate to the Planning Board beginning February 2, 2021 for a two (2) year term.



Craig M. Caster, Mayor

ATTEST:


Jane McMinn, City Clerk 2-2-2021



Jane McMinn

From: The City of Boiling Spring Lakes, NC <notifications@cognitofrms.com>
Sent: Tuesday, January 5, 2021 12:41 PM
To: Jane McMinn
Subject: Appointment to Boards & Committees - Johnnie Scarbrough

Be Advised: This email originated from outside of the City of Boiling Spring Lakes, NC

The City of Boiling Spring Lakes, NC

Appointment to Boards & Committees

[View full entry at CognitoForms.com.](#)

Entry Details

WHICH BOARD/COMMITTEE WOULD YOU LIKE TO APPLY FOR?	Board of Adjustments
ARE YOU CURRENTLY SERVING ON ANY OTHER BOARD?	Yes
IF YES, LIST BOARD:	Board of Adjustments
YOUR NAME:	Johnnie Scarbrough
SPOUSE'S NAME:	Betty Scarbrough
HOME ADDRESS:	574 Eagle Lane, Southport, North Carolina 28461
PHONE NUMBER:	(910) 845-8795
EMAIL ADDRESS:	jbs28461@gmail.com
RESIDENT OF BSL:	Yes

HOW MANY YEARS HAVE YOU BEEN A RESIDENT? 22

STATE & COUNTY OF LEGAL RESIDENCE: NC Brunswick

EDUCATION AND EXPERIENCE WHICH WILL BENEFIT YOUR CHOICE OF COMMITTEE/BOARD: BSEET degree, a 4 year Electrical Apprentice and I hold a Master Electrician Card from Virginia. In addition 28 years of Project Engineering and Project Management.

PRESENT EMPLOYER / TITLE: Retired

SIGNIFICANT PAST EMPLOYMENT: Dominion Virginia Power.

CURRENT CIVIC/COMMUNITY PARTICIPATION: Board of Adjustments

DO YOU ANTICIPATE ANY CONFLICTS OF INTEREST IF APPOINTED? No

Jane McMinn

From: The City of Boiling Spring Lakes, NC <notifications@cognitoforms.com>
Sent: Tuesday, January 19, 2021 3:36 PM
To: Jane McMinn
Subject: Appointment to Boards & Committees - Brenda Hogan

Be Advised: This email originated from outside of the City of Boiling Spring Lakes, NC

The City of Boiling Spring Lakes, NC

Appointment to Boards & Committees

[View full entry at CognitoForms.com.](#)

Entry Details

WHICH BOARD/COMMITTEE WOULD YOU LIKE TO APPLY FOR? **Planning Board**

ARE YOU CURRENTLY SERVING ON ANY OTHER BOARD? **Yes**

IF YES, LIST BOARD: **Special Events Committee**

YOUR NAME: **Brenda Hogan**

SPOUSE'S NAME: **Herb Hogan**

HOME ADDRESS: **1148 Twin Lakes Dr, Southport, North Carolina 28461**

PHONE NUMBER: **(910) 845-1148**

CELL PHONE NUMBER: **(910) 471-2394**

EMAIL ADDRESS: **bhogan2@ec.rr.com**

RESIDENT OF BSL: yes

HOW MANY YEARS HAVE YOU BEEN A RESIDENT? 24

STATE & COUNTY OF LEGAL RESIDENCE: NC

EDUCATION AND EXPERIENCE WHICH WILL BENEFIT YOUR CHOICE OF COMMITTEE/BOARD:

I have worked as a sales assistant for St. James(7yrs) Seawatch(2 yrs) Brunswick Forest(1 yr) Compass Pointe (8 yrs) then retired in 2015. The developer of The Bluffs on the Cape Fear called me 2 yrs ago to help make phone calls and maintain their Data base. I work from home 15 hrs/week

SIGNIFICANT PAST EMPLOYMENT:

BASF 20 yrs in NJ customer service till 1997 when we moved down here
Lake Shore Realty BSL 3 yrs
St. James 7 yrs
Seawatch 2yrs
Brunswick Forest 1 yr
Compass Pointe 8yrs

CURRENT CIVIC/COMMUNITY PARTICIPATION:

Work on the Special Events committee and help Parks and Rec with any events they sponsor.

DO YOU ANTICIPATE ANY CONFLICTS OF INTEREST IF APPOINTED?

No

Jane McMinn

From: The City of Boiling Spring Lakes, NC <notifications@cognitofrms.com>
Sent: Sunday, January 24, 2021 1:15 PM
To: Jane McMinn
Subject: Appointment to Boards & Committees - Michael Magee

Be Advised: This email originated from outside of the City of Boiling Spring Lakes, NC

The City of Boiling Spring Lakes, NC

Appointment to Boards & Committees

[View full entry at CognitoForms.com.](#)

Entry Details

WHICH BOARD/COMMITTEE WOULD YOU LIKE TO APPLY FOR? **Planning Board**

ARE YOU CURRENTLY SERVING ON ANY OTHER BOARD? **No**

YOUR NAME: **Michael Magee**

SPOUSE'S NAME: **Kristin Magee**

HOME ADDRESS: **795 toney dr, Southport, North Carolina 28461**

PHONE NUMBER: **(336) 327-2330**

CELL PHONE NUMBER: **(336) 327-2330**

EMAIL ADDRESS: **mikewmagee@hotmail.com**

BUSINESS ADDRESS: **Magee, 795 toney dr, Southport, North Carolina 28461**

RESIDENT OF BSL: Yes

HOW MANY YEARS HAVE YOU BEEN A RESIDENT? 3

STATE & COUNTY OF LEGAL RESIDENCE: Nc. Brunswick

EDUCATION AND EXPERIENCE WHICH WILL BENEFIT YOUR CHOICE OF COMMITTEE/BOARD: College 7 years
Minor in history
Agricultural and biological engineering
Boy scout 8 years

PRESENT EMPLOYER / TITLE: Oliver's on the cape fear

SIGNIFICANT PAST EMPLOYMENT: 26 years in restaurant industry
8 years entrepreneurship
Locally owned and operated drycleaners family owned and operated since 1991

CURRENT CIVIC/COMMUNITY PARTICIPATION: Fundraiser for cancer survivor in 2020. 16,000 donated
Moose lodge. Food donations to womens committee
Multiple political fundraisers
Donates to BCC. Ambassador program
Dosher gala participants

DO YOU ANTICIPATE ANY CONFLICTS OF INTEREST IF APPOINTED? No



ORDER amending the Table of Organization replacing Public Works Director with Public Works Supervisor and creating the position of Public Works Administrative Assistant with pay rate being Grade 1 within the adopted pay table and adopting the attached job description for the position.

A handwritten signature in black ink that reads "Craig M. Caster". The signature is written over a horizontal line.

Craig M. Caster
Mayor

ATTEST:

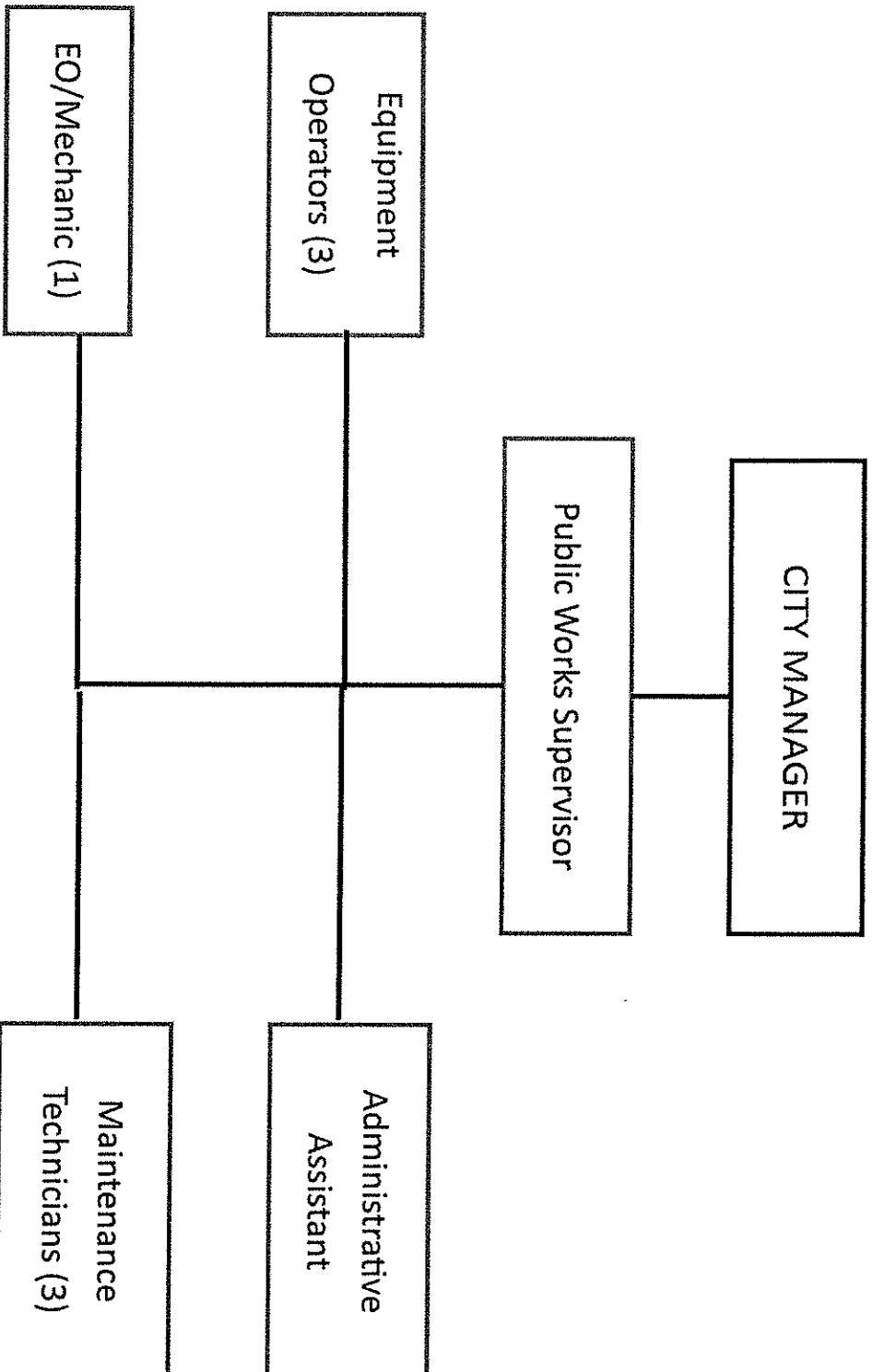
A handwritten signature in black ink that reads "Jane E. McMinn". The signature is written over a horizontal line.

Jane E. McMinn
City Clerk

DATE

February 2, 2021





City of Boiling Spring Lakes
Organization Chart w/ PW Supervisor

ADMINISTRATIVE ASSISTANT (Public Works)

NATURE OF WORK

This is a varied secretarial and administrative position to assist the Public Works and Planning & Zoning Departments. Work will be performed with considerable independence and must be capable of carrying on many varied tasks without direct supervision. Will work under the general supervision of the Public Works Supervisor at the Municipal Garage.

EXAMPLES OF DUTIES

- Performs general office assistance tasks and a variety of technical and clerical duties in support of the City's Public Works and Planning & Zoning Departments.
- Answers telephones, responds to inquiries, requests, and concerns, forwards calls to appropriate parties, and assists in the preparations of documents and letters.
- Provides customer service, processes applications for accuracy and completeness, processes work orders, researches necessary information for staff to complete fieldwork in coordination with the Public Works Supervisor and the Planning and Zoning Administrator.
- Evaluates work procedures, schedules and workflow to ensure efficient operations.
- Enters information into E-Feedback Manager and Permitting software, prepares and maintains files, permits and records.
- Schedules work orders in coordination with the Public Works Supervisor & Planning and Zoning Administrator.
- Prepares and distributes various reports, orders supplies, tracks supply inventory, and enters purchase orders into accounting software upon coordination with Public Works Supervisor.
- Assist public in submitting applications, requests, inquires, and in the use of website tools.
- Updates Public Works website and assists in development of informational materials in coordination with Public Works Supervisor and Planning and Zoning Administrator.
- Attends monthly Planning Board meetings with Planning & Zoning Administrator, takes minutes, prepares, distributes and maintains meeting minutes.
- Other duties as assigned.

MINIMUM QUALIFICATION

Knowledge, Skills and Abilities

Thorough knowledge of modern office practices and procedures, business skills, English, spelling, grammar, punctuation and arithmetic; operates word processing equipment; skill in organizing work assigned in an efficient manner; ability to assume responsibility and follow directives and instructions; ability to maintain effective working relationships with considerable knowledge and familiarity with city ordinances, policies and procedures.

Training and Experience

- Graduation from a standard high school or GED. General knowledge of standard office methods and procedures.

- Ability to communicate well orally and in writing with residents, contractors, and outside agencies.
- Ability to operate standard office equipment, including, but not limited to computer, telephone, fax, copier and calculator.
- Ability to operate accounting and permitting software, good working knowledge of Microsoft Office, email, internet, and the ability to generate Excel spreadsheets.
- Ability to establish and maintain effective working relationships with staff, associates, and the general public.

Special Requirements

Valid North Carolina driver license.

CLASSIFICATION: Administrative, FLSA Non-Exempt: Essential Personnel.

PAY GRADE: 1 Under Supervision

ORDER #: 2021-05



ORDER authorizing the City Manager to accept the proposal of **Phillips Enterprise Trucking Inc. of Bolivia , NC** for the clearing and restoration of a city-owned drainage swale on Windemere Road in the *estimated* amount of **Sixteen Thousand One Hundred Dollars and No Cents (\$ 16,100.00)**

A handwritten signature in black ink, appearing to read "Craig M. Caster", written over a horizontal line.

Craig M. Caster
Mayor

ATTEST:

A handwritten signature in black ink, appearing to read "Jane E. McMinn", written over a horizontal line.

Jane E. McMinn
City Clerk

February 2, 2021
Date



Phillips Enterprise Trucking Inc.

748 Mill Creek Rd SE
Bolivia, NC 28422

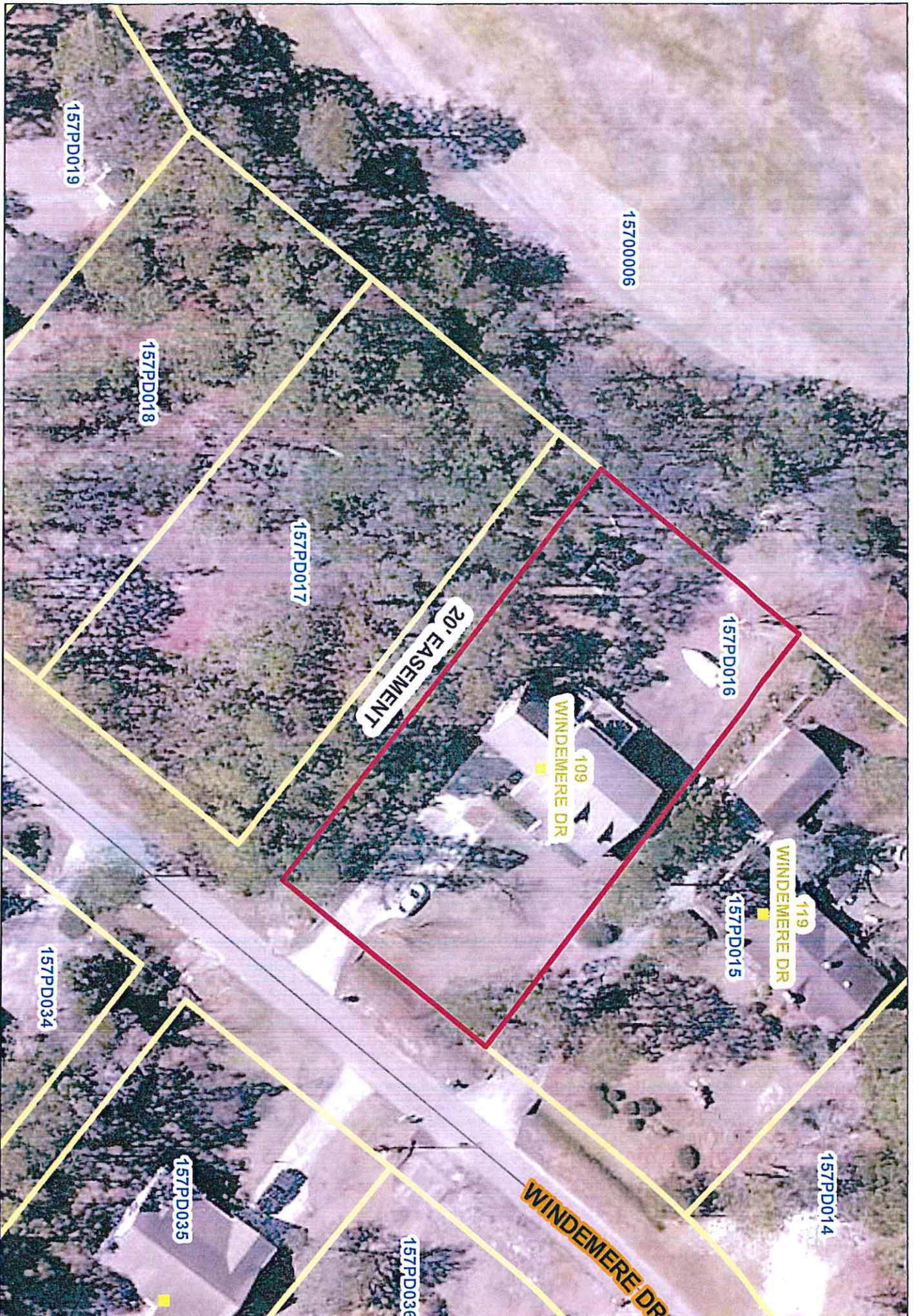
Estimate

Date	Estimate #
1/21/2021	57

Name / Address
City of Boiling Spring Lakes 9 East Boiling Spring Rd Southport, NC 28461

Project

Description	Qty	Rate	Total
Clean out drainage ditch on Windemere Drive	1	4,500.00	4,500.00
Clearing easement from drainage ditch	1	7,500.00	7,500.00
Seeding and Erosion Control	1	2,700.00	2,700.00
Labor	1	1,400.00	1,400.00
This is an estimate only, not a contract for services.		Total	\$16,100.00



1 in = 48 ft

Parcel 157PD016
109 Windemere Dr Southport NC 28461

Brunswick County G.I.S.
10/23/2020

Brunswick County assumes no legal responsibility for the accuracy of content or the accuracy of any information and the accuracy of any data. All map information must be verified by a professional surveyor. NCEM 10/23/2020

ORDER #: 2021-06



ORDER authorizing the City Manager to accept the proposal of *Superior Recreation of the Carolinas of Chesterfield, SC* for the Muse Park Project Playground Equipment in the *estimated* amount of *Seventy Seven Thousand Three Hundred and Twelve Dollars and Sixty Two Cents (\$ 77,312.62)*

Craig M. Caster
Mayor

ATTEST:

Jane E. McMinn
City Clerk

February 2, 2021
Date

The following companies filled out the request for information on the website link that went active on 11/10/20:

Superior Recreation 11/25/20 & 11/10/20

Outer Banks Tennis 11/23/20

Millennium Corp 11/19/20



SUPERIOR

Recreation of The Carolinas

1935 Oakland Church Road, Chesterfield, SC 29709

Office: 843-623-9717, Cell: 910-262-7102

bj@srcarolinas.com, www.srcarolinas.com

December 22, 2020

Boiling Spring Lakes P&R

Attention: Ms. Mary Green

1 Leads Road

Boiling Spring Lakes, NC 28461

mgreen@cityofbsl.org

910-363-0018

Proposal for Playground Equipment Muse Park-Phase II

Quantity	Model	Description	Price
1	RSW46516G	3 Bay Single Post Swing, w/Shade	\$ 10,520.00
1	90015108XX	Belt Seat Bay (2 Seats, w/Chain)	178.00
1	90015130XX	Bucket Seat Bay	365.00
1	BSIS-25	2-5 Year Old Inclusive Seat	625.00
1	BSIS-512	5-12 Year Old Inclusive Seat	625.00
2	Shade	10' x 10' x 8' High, Hip Shade Canopies, w/Glide Elbows	5,900.00
200	Soft Landing	Certified Engineered Wood Fiber	5,600.00
1	PlayCraft	Replacement Parts	12,290.00
		Equipment Total	36,103.00
		Freight	4,196.00
		Installation	32,125.00
		6.75% Tax	4,888.62
		Total	\$ 77,312.62

- Prices quoted are by approved terms!
- Any required fees, licenses or permits are the responsibility of the owner. Such fees and/or additional insured are not included in price and must be added if applicable!
- The price quotation is valid for 30 days from date!
- Terms: 50% due with order! Balance due upon receipt or completion of installation. 1.5% will be added after 15 days!
- If installing, Superior Recreation of The Carolinas will keep jobsite clean and discard trash!
- "Rock Clause" will apply. We will contact 811 for all underground location prior to installation!
- Superior Recreation of The Carolinas is held harmless if customer requires no surfacing material!
- Site preparation is owner's responsibility unless included in install price!
- Equipment quoted is IPEMA Certified with ASTM, CPSC, and ADA guidelines met!

Bobby Jones

Bobby Jones, Sales Consultant – CPSI

Printed Name

Signature

Purchase Order Number

Superior Recreation of The Carolinas.....Creating Fun Opportunities!

Civil Works Contracting 11/12/20

Carolina Parks & Play 11/11/20

Onvia 11/10/20

IMS 11/10/20

Next Level Recreation 11/10/20

Cunningham Recreation 11/10/20

Only one bid was received per phase, Superior Recreation of the Carolinas.



**Ordinance to Amend Article 2, Article 6, Article 7
& Appendix B of the Unified Development
Ordinance (UDO) of the City of Boiling Spring
Lakes, North Carolina**

THAT WHEREAS, the City has enacted a Unified Development Ordinance that controls land development within both the City’s incorporated areas; and

WHEREAS, in order to promote the public health, safety and general welfare and to promote the best interests of the City and community, it is necessary from time to time for the City Board of Commissioners to consider appropriate revisions, modifications and additions to the City’s Unified Development Ordinance and Official Zoning Map; and

WHEREAS, the City has initiated text amendments to remove repetitive ordinances, allow accessory structures in the R-6 Residential zoning district to be placed forward of the principal structure, amend driveway requirements, and to include architectural drawings in the submission requirements chart; and

WHEREAS, the Planning Board initially reviewed and deliberated the options, and reached a unanimous decision to recommend to the City Board of Commissioners to approve the proposed text amendments; and

WHEREAS, pursuant to N. C. General Statutes and City ordinances, a public hearing, properly noticed, was held on January 5, 2021, where public comment was heard and considered by the City Board of Commissioners regarding this issue; and

WHEREAS, the Planning Board and the Board of Commissioners hereby approves the proposed amendments to the Unified Development Ordinance and finds that it is (i) consistent with the City’s comprehensive plan (2017 Land Use Plan) and all other applicable plans and policies adopted by the City, which states the City shall “update the Unified Development Ordinance (UDO) to address legislative changes, site plan review standards, subdivision regulations, dimensional standards, and other items deemed necessary by the Planning Board, Board of Commissioners, and City staff”; and (ii) that it is in the public interest because it will advance the public health, safety, and/or welfare of the City of Boiling Spring Lakes.

NOW, THEREFORE, BE IT ORDAINED by the City Board of Commissioners of Boiling Spring Lakes that Unified Development Ordinance Article 2, Article 6, Article 7, and Appendix B are hereby amended as follows:

Article 2

Section 2.4 Maintenance of Buildings and Lots

All dwellings, mobile homes, buildings, and establishments shall be kept in a clean and habitable condition, and shall not be permitted to deteriorate to the point where they become unsightly eyesores, or a danger to the residents. Keeping of personal property, such as vehicles, campers, and storage items on vacant lots shall not be permitted in residential zoning districts.

Article 6

Section 6.2 Accessory Uses and Buildings

(B) Accessory buildings and detached garages shall not be placed less than ten (10) feet from either side or rear yard lot lines, except for waterfront lots where the accessory building must be at least twenty-five (25) feet from rear property line. Except on lots of five (5) acres or more in residential zone R-6, no residence shall have more than two (2) accessory/utility buildings, excluding a detached garage on a lot, and accessory/utility buildings shall not be placed forward of the front line of the principal structure.

~~(C) Removed – Accessory buildings shall not be placed less than ten (10) feet from either side or rear yard property lines, except for waterfront lots where the accessory building must be twenty-five (25) feet from rear property line. Accessory buildings shall not be placed forward of the front line of the principal structure.~~

Article 7

Section 7.9.4 Driveway Connection to City Streets

No driveway shall be connected to the City street system without a permit, which shall be issued by the UDO Administrator. With the exception of permit applications accompanied by certified engineer/surveyor drawings, the following shall be applicable for all driveway connections approved for driveways abutting City owned streets:

(B) Driveway culverts without abutments shall be either metal pipe (fully galvanized), or plastic high density polyethylene pipe with a diameter of at least fifteen (15) inches, and a length of twenty (20) feet, as determined by the Public Works Department, prior to the issuance of a permit. Plastic culvert pipe (HDPE) must be smooth core with a rib outer wall forming a double wall type of construction.

(G) With the exception of driveway connections that have been designed by certified engineers/surveyors, and work performed as part of an approved stormwater management plan, all driveway connections will be checked for elevation by the City of Boiling Spring Lakes Public Works Department, and the ditch area shall be prepared by said personnel for the culvert installation. Installation of the culvert will be completed by the City of Boiling Spring Lakes

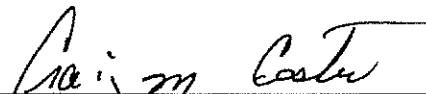
Public Works Department. The culvert to be used, and the material to cover the pipe, must be at the location prior to site preparation.

(H) When work on driveway connections is performed by someone other than the Public Works Department, the applicant shall submit a written certification from a licensed professional indicating the culvert was installed at the correct elevation prior to issuance of a Certificate of Occupancy.

Appendix B

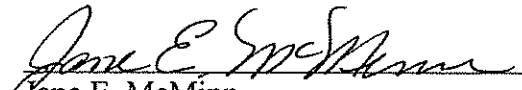
Submission Requirements

Added to chart – Architectural drawings (including, but not limited to, floor plan, roof plan, and all exterior building elevations).



Craig M. Caster
Mayor

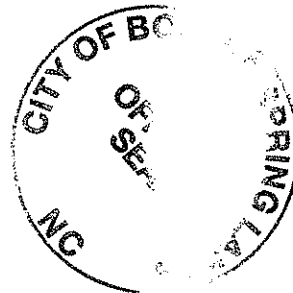
ATTEST:



Jane E. McMinn
City Clerk

DATE:

February 2, 2021



STAFF REPORT & CONSISTENCY STATEMENT

To: City of Boiling Spring Lakes Board of Commissioners
From: Nicole Morgan, Planning & Zoning Administrator
cc: Jeff Repp, City Manager; Ruth Bek, Chief Code Enforcement Officer; Bill Lathrop, Code Enforcement Officer; Michael Mack, Public Works Director
Date: November 19, 2020
Re: UDO Article 2, Article 6, Article 7 & Appendix B – Text Amendment

INTRODUCTION

The City has initiated a request to amend several provisions of the Unified Development Ordinance after a review of Article 2; General Regulations, Article 6; Supplemental Regulations, Article 7; Development Standards, and Appendix B; Submission Requirements. At their duly held meeting on November 17, 2020, the Planning Board voted unanimously to recommend approval of the following amendments. Stricken text is to be deleted, and underlined text is to be added.

PROPOSAL

Following is a review of the proposed amendments:

- Amend regulation under Section 2.4; Maintenance of Buildings and Lots, to remove maintenance of lots and vehicle regulations currently being enforced under Chapter 9 of City Ordinance; Nuisances (regulates and prohibits conditions declared to be dangerous and prejudicial to the public health or safety and to constitute a public nuisance).
- Amend Section 6.2 to delete repetitive provisions, and to remove the provision that accessory buildings not be placed forward of the front line of the principal structure in residential zone R-6. As of June 5, 2018, accessory buildings may be erected on any lot without a principal building in the R-6 zoning district.
- Amend Section 7.9.4 to create a provision allowing the requirement that driveway culverts be installed by the Public Works Department to be waived upon recommendation by the Public Works Director, and to correct a grammatical error.
- Amend Appendix B to include architectural drawings for minor and major site plan development review, as required under Section 7.5.5.

ARTICLE 2

Section 2.4 Maintenance of Buildings and Lots

~~(A) Maintenance of Buildings.~~ All dwellings, mobile homes, buildings, and establishments shall be kept in a clean and habitable condition, and shall not be permitted to deteriorate to the point where they become unsightly eyesores, or a danger to the residents. Keeping of personal property, such as vehicles, campers, and storage items on vacant lots shall not be permitted in residential zoning districts.

~~(B) Maintenance of Lots. All lots commercial or residential, whether or not they are occupied by a dwelling, shall be kept clean and orderly. No debris, trash, or other junk material that would interfere with resident's quality of life shall be allowed to accumulate. Any vehicle or trailer that does not display a current license plate as required by state statute, or any unlisted vehicle or trailer for tax purposes will be in violation of this ordinance. Keeping of personal property, such as vehicles, campers, and storage items on lots without a principal structure shall not be permitted in residential zoning districts.~~

ARTICLE 6

Section 6.2 Accessory Uses and Buildings

(B) Accessory buildings and detached garages shall not be placed less than ten (10) feet from either side or rear yard lot lines, except for waterfront lots where the accessory building must be at least twenty-five (25) feet from rear property line. Except on lots of five (5) acres or more in residential zone R-6, no residence shall have more than two (2) accessory/utility buildings, excluding a detached garage on a lot, and accessory/utility buildings shall not be placed forward of the front line of the principal structure.

~~(C) Accessory buildings shall not be placed less than ten (10) feet from either side or rear yard property lines, except for waterfront lots where the accessory building must be twenty five feet (25) back from rear property line. Accessory buildings shall not be placed forward of the front line of the principal structure.~~

ARTICLE 7

Section 7.9.4 Driveway Connection to City Streets

(B) Driveway culverts without abutments shall be either metal pipe (fully galvanized), or plastic ~~polyurethane~~ high density polyethylene pipe with a diameter of at least fifteen (15) inches, and a length of twenty (20) feet, as determined by the Public Works Department, prior to the issuance of a permit. Plastic culvert pipe (~~hbpe~~) (HDPE) must be smooth core with a rib outer wall forming a double wall type of construction.

(G) Unless waived upon recommendation by the Public Works Director, all driveway connections will be checked for elevation by the City of Boiling Spring Lakes Public Works Department and the ditch area shall be prepared by said personnel for the culvert installation. Installation of the culvert will be completed by the Boiling Spring Lakes Public Works Department and the culvert ~~to be used and the~~ and material ~~to cover the pipe~~ must be at the location prior to the site preparation.

APPENDIX B

Submission Requirements

Architectural drawings (including, but not limited to, a floor plan, roof plan, and all exterior building elevations)

PLAN CONSISTENCY

BOARD OF COMMISSIONERS ACTION

- (A) X The Board of Commissioners hereby finds the proposed amendments to the Unified Development Ordinance are (i) consistent with the City’s comprehensive plan (2017 Land Use Plan), which recommends in Policy 6 to “update the Unified Development Ordinance (UDO) to address legislative changes, site plan review standards, subdivision regulations, dimensional standards, and other items deemed necessary by the Planning Board, Board of Commissioners, and City staff,” and (ii) that it is in the public interest because it will advance the public health, safety, and/or welfare of the City of Boiling Spring Lakes.
- (B) The Board of Commissioners hereby finds the proposed amendments to the Unified Development Ordinance are inconsistent with the City’s comprehensive plan (2017 Land Use Plan) and all other applicable plans and policies; and/or (ii) it is not in the public interests for the following reasons: _____

Motion to Adopt Statement A X Motion to Adopt Statement B

For 5 Against — Abstained

PLAN CONSISTENCY

PLANNING BOARD ACTION

- (A) X The Planning Board hereby recommends approval of the proposed amendments to the Unified Development Ordinance and finds that it (i) is consistent with the City's comprehensive plan (2017 Comprehensive Land Use Plan), which recommends in Policy 6 to "update the Unified Development Ordinance (UDO) to address legislative changes, site plan review standards, subdivision regulations, dimensional standards, and other items deemed necessary by the Planning Board, Board of Commissioners, and City staff," and (ii) that it is in the public interest because it will advance the public health, safety, and/or welfare of the City of Boiling Spring Lakes.

- (B) The Planning Board hereby recommends denial of the proposed amendments to the Unified Development Ordinance and finds that (i) it is not consistent with the City's comprehensive plan (2017 Land Use Plan) and all other applicable plans and policies adopted by the City for the following reasons: _____ and/or (ii) it is not in the public interests for the following reasons: _____

Motion to Recommend Approval (A) X Motion to Recommend Denial (B)

(For 5 Against 0 Abstained)



**Ordinance to Amend to the Official Zoning Map of the
City of Boiling Spring Lakes, North Carolina:
R-2 Residential to C-1 Commercial Mixed Use**

THAT WHEREAS, the City has enacted a Unified Development Ordinance that controls land development within both the City’s incorporated areas and within its extraterritorial area; and

WHEREAS, in order to promote the public health, safety and general welfare and to promote the best interests of the City and community, it is necessary from time to time for the City Board of Commissioners to consider appropriate revisions, modifications and additions to the City’s Unified Development Ordinance and Official Zoning Map; and

WHEREAS, the applicants have initiated a zoning map amendment to rezone parcel 156MB00202 from R-2 Residential to C-1 Commercial Mixed Use; and

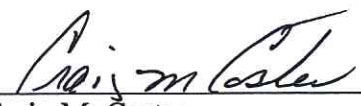
WHEREAS, the Planning Board initially reviewed and deliberated the options, and voted 4-0 to recommend the City Board of Commissioners approve the zoning map amendment from R-2 Residential to C-1 Commercial Mixed Use; and

WHEREAS, pursuant to N. C. General Statutes and City ordinances, a public hearing, properly noticed, was held on January 5, 2021, where public comment was heard and considered by the City Board of Commissioners regarding this issue; and

WHEREAS, the Board of Commissioners hereby finds the proposed zoning map amendment to the City’s Official Zoning Map is (i) consistent with the land use compatibility goal in the 2017 Comprehensive Land Use Plan to “expand the range of goods and services available to City residents, and inconsistent with the Future Land Use Map in the City’s comprehensive plan, which identifies the site as a Residential; and (ii) that it is in the public interest because it will advance the public health, safety, and/or welfare of the City of Boiling Spring Lakes by expanding available goods and services.

NOW, THEREFORE, BE IT ORDAINED by the City Board of Commissioners of Boiling Spring Lakes that the City’s Official Zoning Map is hereby amended to rezone parcel 156MB00202 from R-2 Residential to C-1 Commercial Mixed use.

Adopted this the 2 day of February, 2020



Craig M. Caster
Mayor

ATTEST:

Jane E. McMinn
City Clerk

DATE:
February 2, 2021



STAFF REPORT & CONSISTENCY STATEMENT

To: City of Boiling Spring Lakes Board of Commissioners
From: Nicole Morgan, Planning & Zoning Administrator
cc: Jeff Repp, City Manager; Ruth Bek, Chief Code Enforcement Officer; Bill Lathrop, Code Enforcement Officer
Date: November 19, 2020
Re: Zoning Map Amendment – Parcel ID 156MB00202

INTRODUCTION

This staff report summarizes the citizen request to rezone parcel 156MB00202 from R-2 Residential to C-1 Commercial Mixed Use. The property in question is 25,321 square feet and is located approximately .07 mile from NC 87 at 101 W. North Shore Dr. Materials submitted as part of the citizen-initiated request for rezoning are attached. At their duly held meeting on November 17, 2020, the Planning Board voted 4-0 to recommend approval of the proposed zoning map amendment.

SUMMARY

This is a citizen-initiated zoning map amendment for parcel 156MB00202 from R-2 Residential to C-1 Commercial Mixed Use. The attached zoning map indicates this property is adjacent to both C-1 Commercial Mixed Use and R-2 Residential. Considerations to take into account when considering the request include, but are not limited to, impact on neighboring properties, traffic, property values, infrastructure, site limitations, 2017 Comprehensive Land Use Plan, and Future Land Use Map.

If the rezoning is approved, all of the allowable uses for the C-1 Commercial Mixed Use District will be permissible for the property. The decision must be based on suitability of land for all potential uses in the district, and not on any proposed development. If the property owner proposes a particular project/development, that will not be binding. If the property is rezoned, the current owner, and any future owner, could proceed with any use permitted in the C-1 Commercial Mixed Use District. Pursuant to NCGS 160A-382 (160D-703), "all regulations shall be uniform for each class or kind of building throughout each district..." therefore setting any conditions to a general use district are unenforceable. Following are some key characteristics:

- Existing Land Use: Undeveloped
- Existing Zoning: R-2 Residential
- Proposed Zoning: C-1 Commercial Mixed Use
- Adjacent Zoning: R-2 Residential, C-1 Commercial Mixed Use
- Adjacent Existing Land Uses: Residential, Undeveloped
- Primary Zoning Districts:
 - R-2 Single-family Residential District – this zoning district is intended for detached single-family dwellings.
 - C-1 Commercial Mixed Use District – this zoning district is intended for retail, office, and multi-family residential uses. The preferred land use mix is primarily commercial/retail and office, with multi-family residential uses and mixed use development.

CONSISTENCY WITH COMPREHENSIVE PLAN

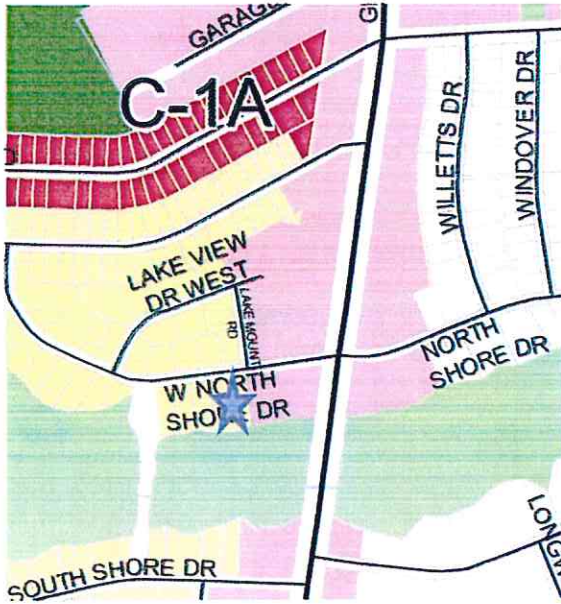
Staff finds that the proposed zoning map amendment is not consistent with the Future Land Use Map contained in the City's Comprehensive Land Use Plan. The Future Land Use Map provides guidance for zoning and land use decisions, and depicts the City's long-range land use and development goals. It depicts the future boundaries of the future land classification areas to help ensure that incompatible uses of types of developments do not encroach. The Future Land Use Classification Guidelines, which provide desired land uses and development characteristics for each area, are to be used in conjunction with the Future Land Use Map.

The property in question is shown as "Residential" according to the Future Land Use Map contained in the plan. The "Residential" future land use classification lists single-family residential, duplex, recreation/open space, and institutional/education uses as the desired uses, and lists commercial/retail and multi-family residential as inappropriate uses.

The applicant's proposal is consistent with the land use compatibility goal in the 2017 Comprehensive Land Use Plan to "expand the range of goods and services available to City residents." Land Use Compatibility Policy Statement #14 (Types of Commercial Development Desired) states "Requests for additional commercial zoning will be carefully evaluated in terms of the needs of the community for such development."

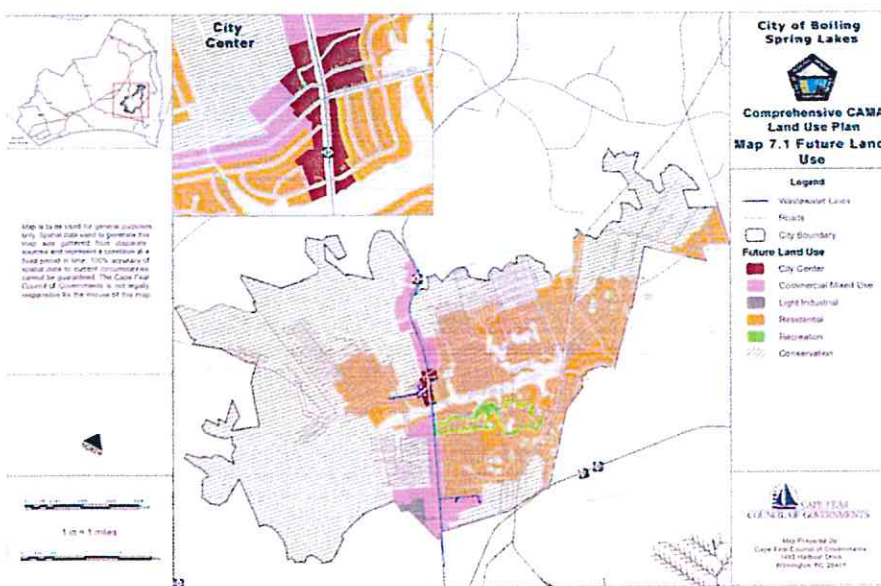
The proposed rezoning site is currently adjacent to R-2 Residential and C-1 Commercial Mixed Use districts, as seen on the map below, and is 25,321 square feet, as shown on the attached survey dated December 8, 2009. The minimum lot size in the R-2 zoning district is 15,300 square feet, whereas the minimum lot size in the C-1 zoning district is 10,000 square feet. The rezoning would propose to increase development density of the site.

Figure 1: Existing zoning – R-2 and C-1. Proposed rezoning parcel highlighted with blue star.



In addition, the proposed rezoning site is located adjacent to lands identified as Residential and City Center on the Future Land Use Map, as seen below.

Figure 2: City of Boiling Spring Lakes Future Land Use Map (2017 Comprehensive Land Use Plan)



PLAN CONSISTENCY

BOARD OF COMMISSIONERS ACTION

(A) The Board of Commissioners hereby finds the proposed zoning map amendment is (i) consistent with the City's land use compatibility goal (2017 Land Use Plan) to "expand the range of goods and services available to City residents," and inconsistent with the Future Land Use Map which identifies the site as Residential, and (ii) that it is in the public interest because it will advance the public health, safety, and/or welfare of the City of Boiling Spring Lakes by expanding availability of goods and services.

(B) X The Board of Commissioners hereby finds the proposed zoning map amendment is not consistent with the City's comprehensive plan (2017 Land Use Plan) and all other applicable plans and policies; and/or (ii) it is not in the public interests for the following reasons: Concerns regarding traffic at this

time for commercial use

Motion to Adopt Statement A Motion to Adopt Statement B X

For 1 Against 3 Abstained 1

PLAN CONSISTENCY

PLANNING BOARD ACTION

- (A) X The Planning Board hereby recommends approval of the proposed zoning map amendment and finds that (i) it is inconsistent with the Future Land Use Map which identifies the site as "Residential," and consistent with one of the City's land use compatibility goals to "expand the range of goods and services available to City residents" and (ii) that it is in the public interest because it will advance the public health, safety, and/or welfare of the City of Boiling Spring Lakes by expanding availability of goods and services.

- (B) The Planning Board hereby recommends denial of the proposed zoning map amendment and finds that (i) it is not consistent with the City's comprehensive plan (2017 Land Use Plan) and all other applicable plans and policies adopted by the City for the following reasons: it is inconsistent with the Future Land Use Map and/or (ii) it is not in the public interests for the following reasons: _____

Motion to Recommend Approval (A) X Motion to Recommend Denial (B)

(For 4 Against 0 Abstained 1)



**RESOLUTION
ADOPTING SOUTHEASTERN NC REGIONAL
HAZARD MITIGATION PLAN**

WHEREAS, the citizens and property within the City of Boiling Spring Lakes are subject to the effects of natural hazards that pose threats to lives and cause damage to property; and

WHEREAS, the City of Boiling Spring Lakes desires to seek ways to mitigate the impact of identified hazard risks; and

WHEREAS, the Legislature of the State of North Carolina has in Part 6, Article 21 of Chapter 143; Parts 3, 5, and 8 of Article 19 of Chapter 160A; and Article 8 of Chapter 160A of the North Carolina General Statutes, delegated to local governmental units the responsibility to adopt regulations designed to promote the public health, safety, and general welfare of its citizenry; and

WHEREAS, the Legislature of the State of North Carolina has enacted General Statute Section 166A-19.41 (*State emergency assistance funds*) which provides that for a state of emergency declared pursuant to G.S. 166A-19.20(a) after the deadline established by the Federal Emergency Management Agency pursuant to the Disaster Mitigation Act of 2000, P.L. 106-390, the eligible entity shall have a hazard mitigation plan approved pursuant to the Stafford Act; and.

WHEREAS, Section 322 of the Federal Disaster Mitigation Act of 2000 states that local governments must develop a Hazard Mitigation Plan in order to be eligible to receive future Hazard Mitigation Grant Program Funds and other disaster-related assistance funding and that said Plan must be updated and adopted within a five-year cycle; and

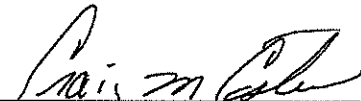
WHEREAS, the City of Boiling Spring Lakes has performed a comprehensive review and evaluation of each section of the previously approved Hazard Mitigation Plan and has updated the plan as required under regulations at 44 CFR Part 201 and according to guidance issued by the Federal Emergency Management Agency and the North Carolina Division of Emergency Management.

WHEREAS, it is the intent of the City of Boiling Spring Lakes Board of Commissioners to fulfill this obligation in order that the City will be eligible for federal and state assistance in the event that a state of disaster is declared for a hazard event affecting the City;

NOW, THEREFORE, be it resolved that the City of Boiling Spring Lakes Board of Commissioners hereby:


1. Adopts the Southeastern NC Regional Hazard Mitigation Plan.
2. Agrees to take such other official action as may be reasonably necessary to carry out the proposed actions of the Plan.
3. Appoints the City Manager to assure that the Hazard Mitigation Plan is reviewed annually and every five years as specified in the Plan to assure that the Plan is in compliance with all State and Federal regulations and that any needed revisions or amendments to the Plan are developed and presented to the City of Boiling Spring Lakes Board of Commissioners for consideration.
4. Agrees to take such other official action as may be reasonably necessary to carry out the objectives of the Hazard Mitigation Plan.

Adopted this 2 day of January, 2021.



 Craig M. Caster
 Mayor

Attest:


 Jane E. McMinn
 City Clerk

Date: January 2, 2021

