



**City of Boiling Spring Lakes  
Board of Commissioners Monthly Meeting  
May 4, 2021  
City Hall – 6:30 p.m.**

**PLEASE TURN OFF CELL PHONES**

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

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

**2. Pledge of Allegiance – Mr. Dale Richardson**

**3. Attendance ~**

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

Commissioner Tom Guzulaitis  
Commissioner Dana Witt  
Commissioner Bill Clark  
City Clerk Jane McMinn

**4. Approval of Regular Agenda ~**

A *motion* was made by Commissioner Witt, a *second* by Commissioner Guzulaitis approving the Regular Agenda for the May 4, 2021 BOC Meeting.

*Motion Carries ~ 5 ~ 0*

**5. Legislative Hearings ~ Public Hearing**

A *motion* was made by Commissioner Guzulaitis, a *second* by Commissioner Clark to move into the scheduled Legislative Hearing.

*Motion Carries ~ 5 ~ 0*

- a. Revising the Unified Development Ordinance to amend non-confirming lot provisions in Article 12.

**No comments were received.**

- b. Updating the Unified Development Ordinance to incorporate necessary amendments to conform to the new NCGS Chapter 160D.

No comments were received.

- c. Comments on the proposed Fiscal Year 2022 budget.  
*That the FY 2022 Draft Budget is incorporated by reference and made a part of these minutes.*

No comments were received.

A *motion* was made by Commissioner Witt, a *second* by Commissioner Hall to move out of the Legislative Hearing back into the Regular Board of Commissioners meeting dated May 4, 2021.

*Motion Carries ~ 5 ~ 0*

**6. Public Comment ~**

No public comments were received.

**7. Approval of Minutes ~ Board of Commissioners Meeting dated April 6, 2021**

- a. A *motion* to approve was made by Commissioner Guzulaitis, a *second* by Commissioner Witt approving the minutes of the Board of Commissioners Meeting of April 6, 2021.

*Motion Carries ~ 5 ~ 0*

**8. Consent Agenda ~**

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

Commissioner Witt complimented the Public Works Department commending the staff on all the work they are doing with respect to ditching and grading trying to get our City back on track.

A *motion* to approve was made by Commissioner Witt, a *second* by Commissioner Hall.

*Motion Carries ~ 4 ~ 0*

**9. Committee / Board Reports and Minutes ~**

- a. Community Appearance Commission ~ Ms. Ann Hollingsworth, Chair

Ms. Hollingsworth thanked the Special Events Committee for the blue and white bows on the trees and the banner supporting our graduates. The student body appreciates the support. On May 13, 2021 at 6:30PM there will be a Graduation Parade. We have also received referrals on our Property Recognition Program and the results have been placed on the City Website.

A big thank you to our Public Works and Buildings and Grounds Department for sprucing up our City and making us shine!

**b. Planning Board ~ Jeremy Sexton, Chair**

Ms. Morgan reported the Planning Board reviewed the text amendment for the 160D revisions and recommended approval.

**c. Parks & Recreation Advisory Board, Barbara Bennett Snyder, Chair**

Ms. Snyder reported the Board met on April 21, 2021, however we did not have a quorum. We were able to meet on April 28 to approve the fee schedule; all changes were approved by the Board. Muse Park is scheduled to be completed by the end of July; however, the contractor believes the Park will be completed by July 9, 2021. The Learning Garden is moving along and our summer concerts at Spring Lake Park will be held on May 7<sup>th</sup>, June 18<sup>th</sup> and July 23<sup>rd</sup> from 6:00 to 8:00PM

**d. Special Events ~ Jackie Barker, Chair**

Ms. Lucille Launderville reported. The Special Events Committee placed the bows along Highway 87 for the South Brunswick High School Class of 2021 graduation. We also added the banner in recognition of the graduating class in front of the Police Station on Highway 87. We plan to cheer on the graduation class during their parade which is scheduled for May 13, 2021. We hope to again hold the Mayor's Golf Tournament at the Lakes Country Club in August.

**e. Library Commission ~ Ms. Sherrie Kuzian, Chair**

Ms. Kuzian reported at their April 22, 2021 meeting reports were given on the ongoing inventory, newly-acquired books and the need for an additional shelving unit for upstairs for book storage which was approved by the members.

**f. BSL Fire / Rescue ~ Chief Theresa Tickle ~**

Chief Tickle reported the department had 28 fire related calls and 33 EMS calls. Two trainings were held this month which included mutual aid training which helps our ISO rating. We assisted Southport with their live burn and we had a water shuttle of our own with Bolivia on Tuesday evening. We will be holding a blood drive at the Fire Department on May 22, 2021. This is a fund raiser and each person who donates blood will receive a gift card and the Fire Department will also receive \$10 for each donation.

Chief Tickle thanked the Board for their donation and support and taking us into consideration. The radios we currently have will go out of date and have to be replaced within the next four years at a cost of \$156,000.00 for the replacement. Our budget was approved by the County and is now at the Commissioner level and we have not requested an increase in fire taxes.

10. **City Manager’s Monthly Report ~ City Manager Jeff Repp**

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

*A Board of Commissioners Workshop with McGill Engineering for current updates and question on the Dam reconstruction has been scheduled for May 25, 2021 at 9:00am.*

11. **Old Business ~**

- a. No Old Business was reported.

12. **New Business ~**

- a. **Proclamation ~ National Safe Boating Week ~**

A *motion* to approve was made by Commissioner Hall, a *second* by Commissioner Guzulaitis

*Motion Carries ~ 5 ~ 0*

- b. **Resolution ~ Opposing Proposed Zoning Reform ~**

A *motion* to approve was made by Commissioner Clark, a *second* by Commissioner Hall.

*Motion Carries ~ 5 ~ 0*

- c. **City Sidewalks ~ Installation of Sidewalks in the C1 and CC Zoning District**  
Commissioner Bill Clark

Commissioner Clark stated he has received comments from citizens who are requesting the sidewalks be removed from the UDO. Residents expressed concern regarding the new building going up at the corner of Fifty Lakes and Highway 87 which requires sidewalks to be in place and will receive the CO without the sidewalks. Ms. Morgan, Planning and Zoning Administrator, confirmed it is the Building Inspector that issues the CO. The process requires Planning and Zoning to issue the Zoning Compliance *prior* to the CO being issued. That will not happen until the sidewalks have been installed. Once sidewalks are installed the City is then required to maintain the sidewalks and become liable. At the end of the discussion the Board decided to send this portion of the UDO back to the Planning Board for their review and recommendation and bring comments back to the Board for the June 1, 2021 meeting.

A *motion* to approve was made by Commissioner Clark, a *second* by Commissioner Witt to send Article 7, Section 716 back to the Planning Board to review the sidewalk requirement in the C1 Zoning District for their review of the UDO and comments back to the Board of Commissioners at their June meeting.

*Motion carries ~ 5 ~ 0*

**13. Discussion ~**

No discussion was heard.

**14. Announcements ~**


No announcements were heard.

**15. Adjourn ~**


A *motion* was made by Commissioner Guzulaitis, a *second* by Commissioner Witt to adjourn the Board of Commissioners meeting dated May 4, 2021.

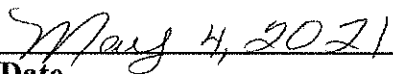
*Motion Carries ~ 5 ~ 0*

*The Board of Commissioners meeting adjourned at 7:30 PM*

  
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Craig M. Caster, Mayor

**ATTEST:**

  
\_\_\_\_\_  
Jane McMinn, City Clerk

  
\_\_\_\_\_  
Date



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**INTEROFFICE MEMORANDUM**

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**TO: MAYOR AND BOARD OF COMMISSIONERS**  
**FROM: JEFFREY E. REPP, CITY MANAGER**  
**SUBJECT: MAY 2021 CITY MANAGER'S REPORT**  
**DATE: APRIL 23, 2021**

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This memorandum is the continuation of an ongoing written monthly report that will be submitted to the Board of Commissioner's in your council packet that will summarize major activities that have taken place since the last monthly board meeting, summarize major items on the upcoming meeting agenda and also provide observations as to what may be forth coming for the remainder of the fiscal year

***FY 2022 Budget Time Table***

<u><b>BUDGET SCHEDULE FOR FISCAL YEAR 2022</b></u>		
<b>ACTIVITY</b>	<b>PARTICIPANTS</b>	<b>DATE</b>
Review of Recommended Budgets	City Mgr/Finance Director	March 22, 2021
Set Dates of Budget Workshops	Board of Commissioners	April 6, 2021
Printed Budgets to be delivered to the Board of Commissioners	City Mgr/Finance Mgr	April 16, 2021
Budget Hearing Notice to State Port Pilot	City Clerk	April 16, 2021
<b>Budget Workshop #1</b>	<b>Board/City Mgr/Finance Mgr</b>	<b>April 26, 2021</b>
Finalize Budget for Public Notificaton	City Manager	April 26, 2021
Public Review at City Hall	Public	April 26, 2021 to June 1, 2021
Public Hearing	Board/Public	May 4, 2021
Adoption of FY 2022 Budget	Board	June 1, 2021

***Board of Commissioners Prioritized Worklist for 2020-2022***

At the Boards workshop held on March 13, 2020 the Mayor and Commissioners adopted the four (4) issues below as their priority items that they wished to address during the current term of office of the sitting board. Below is an updated status of each item as of the date of this report:

**1. Pave new and existing roads**

The City has approximately 112 miles of city-maintained streets with 58 miles being unpaved/rock and 54 miles being paved. The Board’s desire to prepare and adopt a plan that will prioritize which unpaved streets should be paved and which currently paved street should be eligible for resurfacing.

To pave one (1) mile of a street costs an estimated \$ 514,000. The total amount budgeted each year for street paving and maintenance is around \$ 725,000, including state-aid funds (Powell Bill) which total around \$ 310,000. Funds available for paving, either unpaved streets or overlaying existing paved streets has traditionally been around \$ 150,000 to \$ 200,000. It is not difficult to see the problem. Not enough dollars to undertake an extensive pavement program.

Of the 54 miles of currently paved streets the problem is that, the subsurface base on those streets is extremely poor. Therefore, any repaving effort on a much-traveled street does not last the normal 20-year life span of a street with proper base. In FY 2016 the City used a construction method called “reclamation” on Eden Road which essentially grinds up the existing asphalt and base material and injects a concrete solution into the product and relays the material back down to serve as the new base for the road. For .92 mile of road, the reclamation process cost \$ 138,671 and paving cost \$ 173,880 for a total of \$ 312,551.

**Goal:** Staff using County GIS information and our list of unpaved City streets will prepare a recommendation to the Board of Commissioners prioritizing streets that have a higher number of structures compared to empty lots. The more structures on the street the higher the ranking the street will receive.

Paving for FY 19/20 was completed on August 15, 2020 and included FEMA funded streets of Pine Lake Road, Nassau Road, Crystal Road and City funded streets of Blueberry and Beaufort at a total cost of \$ 1.265 million.

Paving for FY 20/21 will be undertaken in Spring 2021 with the Board using the Pavement Assessment & Management Plan prepared in 2020. <https://www.cityofbsl.org/pavement-assessment-management-plans>.

The plan recommends the following for FY 2021:

5 YEAR PAVEMENT MANAGEMENT FUNDING PLAN							
Fiscal Year	Roadway	REVENUE			EXPENSES		Annual Fund Balance
		Powell Bill Funding for Paving	Vehicle Tax Funding for paving	Powell Bill Funding for Rock Roads	Roadway Maintenance/Repairs Short-Term	Miscellaneous Costs Engineering, Soils Testing, Centerline Paint Striping	
	PROJECTED ANNUAL	\$ 136,584.00	\$ 132,000.00	\$ 68,273.00			\$ 268,584.00
2021							
	Alton Lennon Dr (South of Dam)				\$ 35,550.00	\$ 10,000.00	\$ 233,034.00
	Fifty Lakes Dr (Hwy 87 - RR)				\$ 75,000.00	\$ 10,000.00	\$ 137,034.00
	South Shore Drive				\$ 130,800.00	\$ 10,000.00	\$ (2,966.00)

**2. Rehabilitate parks and recreation facilities**

With a population, nearing 7,200 residents the Board listed updating and expanding parks and recreation services for the residents. Service demands have exceeded the space available at



the current Community Center. Most of the City's parks date back to when the City population was around 2,000.

An update to the 2009 Parks and Recreation Master Plan was funded in the FY 2018 budget with an estimated delivery date of March 2018. The Board will review the plan and hold a workshop regarding the plan and the police department facility in April 2018 to determine next steps.

The City was awarded a \$ 50,000 Bike/Pedestrian Planning Grant in March 2019 and work was completed in September 2020. The Board of Commissioners received a presentation on 11/4/20 and adopted the plan at that meeting.

#### **CURRENT UPDATE –**

A task order has been signed with McGill Associates to provide the necessary design and permitting for the Muse Park project. City is currently awaiting:

- Storm water management permit from NCDEQ – Projected 1/25/20
- Joint use Parking Agreement with Church
- Approval of Site Plan by Planning Commission – May 2020
- Project deferred due to COVID-19 until fall 2020.
- Go ahead given for project to begin on 10/23/20 due to better than expected revenues in FY 2021.
- ***PHASE I***
  - *Phase I Bid to be awarded on 2/2/2021.*
  - *Notice to proceed issued by Purchase Order on 2/3/2021 with completion due within 30 days.*
  - *Lump sum price to remove existing playground structure, independent play items, 2 bay swing, 2 basketball posts/goals and all boarders, store off site for approximately 120 days until site contractor reaches substantial completion of the park site. Project lay down area will be made available by owner approximately 1 mile from site.*
- ***PHASE II***
  - *Contract awarded to MGK Construction at April 6<sup>th</sup> Board meeting.*



MUSE PARK BIDS

3/19/2021

Item	COMPANY	
	MGK II Construction	Carmichael Construction Co.
Proj. Mgt	\$ 4,000	\$ 15,000
Mobilization	\$ 4,000	\$ 10,000
E/S Control	\$ 19,600	\$ 16,500
Demolition	\$ 7,500	\$ 37,000
Earthwork	\$ 34,800	\$ 67,900
5' Walking Path	\$ 22,000	\$ 36,177
Driveway/Parking	\$ 6,000	\$ 8,250
Relocate Bathroom & Wood Structure	\$ 2,000	\$ 600
B/P Courts	\$ 56,000	\$ 88,000
Picnic Shelter, etc.	\$ 8,000	\$ 11,600
Fencing & Gates	\$ 22,900	\$ 39,500
Site Lighting/Electrical	\$ 55,000	\$ 52,000
Landscaping/Mulch	\$ 3,000	\$ 11,300
<b>Total</b>	<b>\$ 244,800</b>	<b>\$ 393,827</b>

Robert Muse Park Schedule

- April 21-23 Take Down Fence and Perform Erosion Control Measures
- April 26-30 Complete Erosion Control, Demo Picnic shelter and Concrete
- April 28 State Erosion Control Inspection
- April 29-30 Begin Site Grading and haul off picnic shelter and courts
- May 3-14 Compaction test and start importing fill and grading site
- May 17-21 Begin Grading site in prep for stone under walking paths and courts
- May 24-28 Pour picnic benches and light Pole bases  
Fine grade and compact stone in prep for paving  
Install conduit for light poles
- June 1-4 Back fill and grade site
- June 7-11 Pave walking paths and courts and parking area
- June 14-18 Stripe parking lot and reinstall fence
- June 21-25 Stripe courts, Install Lighting and Finish Electric
- June 28-July 2 Fine Grade common areas
- July 5-9 Clean up and haul off any remaining trash and remove silt fence

**3. *Expand commercial development through a Business Advisory Committee and/or Economic Development Plan***

It is the consensus of the Board that for commercial growth to take place in the City that additional “rooftops” will be needed. As such, the Board has agreed to create a special assessment district to extend water and sewer utilities in the area of Goldsboro/Fifty Lakes and collaborate with a developer to encourage additional residential development.

The recently adopted 2017 Land Use Plan and the soon to be adopted revised Uniform Development Ordinance both update and encourage commercial development.

The City will also collaborate with the Brunswick County government to develop a sewer master plan that will provide a plan going forward for the extension of the county’s sewer system into the residential areas of the City. The major question will be funding the extension of the sewer system.

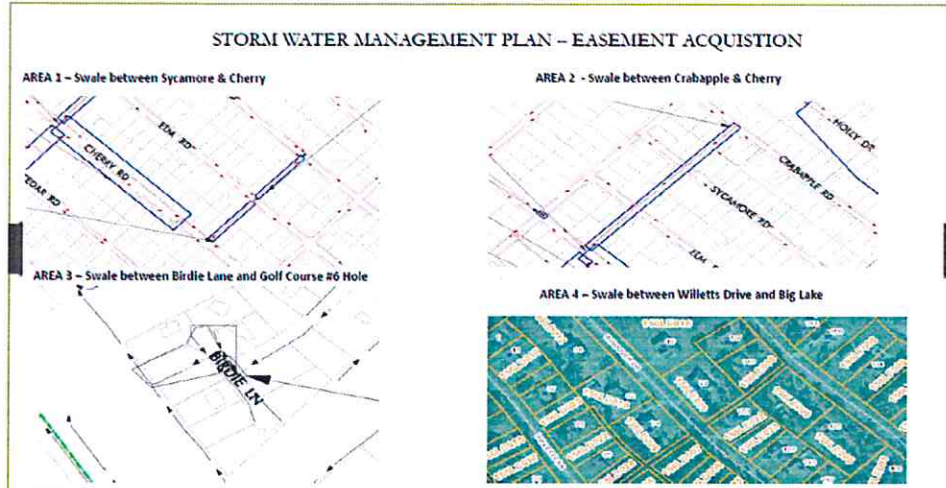
CURRENT UPDATE – In June, a project kickoff meeting was held between the County, City and the county selected contractor WK Dickson. A draft report was presented to the Brunswick County Board of Commissioners in March and then to the BSL Board shortly thereafter. The City has sent a letter to the County requesting specifics to costs associated with any potential Special Assessment District. The County has executed an agreement with WK Dickson for additional work in further refining the costs before responding to the City. The County has received the second report from WK Dickson and is currently reviewing the report to respond to the City’s questions to the County Commissioners.

*County staff presented responses to June 2020 letter to County Commissioners on 1/25/2021 workshop. Board of Commissioners held workshop with County officials on January 25, 2021 and next step will be for Board to decide whether to pass resolution to County requesting creation of Special Assessment District to fund construction of City wide sewer system.*

***Storm water plan completion***

On May 29, 2019, the Board of Commissioners authorized Sungate Design Group to complete a comprehensive storm water management plan for the City. The City was portioned into seven (7) phases. As of this date, the six of the seven phases have been completed and is available for review at <https://www.cityofbsl.org/stormwater-management-master-plan>. Upon completion of the seventh phase, a Board workshop will be held to review the full plan.

City staff have currently identified four (4) areas to begin the process of obtaining easements to allow for reconstruction of drainage swales to allow for ditching to occur along public roads.



CITY OF BOILING SPRING LAKES  
 STORMWATER MANAGEMENT MASTER PLAN  
 PHASING MAP  
 NOT TO SCALE



*Current Projects:*

*Windermere Ditch Cleaning*

*Fifty Lakes Drainage Project*

#### ***4. Implement pedestrian plan***

The Board established the implementation of the Bike and Pedestrian Plan as a goal for this Board. I would encourage anyone interested in this goal to go to the Consent Agenda part of the meeting and turn to the information supplied by the Parks and Recreation Director as the most up-to-date information on this item.

The Board of Commissioners formally adopted the plan at their November 4, 2020 public meeting.

### *FINANCIAL INFORMATION*

***Undesignated Reserve*** – The best and most useful guide to the financial health of a community is its money that it has in reserve both on an annual and cumulative basis. Law prohibits the City from adopting a budget where the undesignated reserve exceeds 5% in any one fiscal year.

The accumulated ending fund balance for FY 2020 was ***\$ 3,901,368 or 62% of actual expenditures***. The ending fund balance for FY 2019 was \$ 2,407,495, which is 38% of current expenditures, including hurricane related revenues/expenses. NC statutes do not mandate a specific amount to be carried in the cumulative fund balance but the Local Government Commission (LGC) recommends ***at a minimum*** that 8% of budgeted expenditures be maintained. Local governments in NC maintain various amounts with some adopting actual policies that provide staff guidance as to what that amount should be. Typically, the smaller the government the higher the percentage that is maintained. The LGC will analyze the financial statements of NC municipalities from FY 2016 when they are received and will perform an analysis based on the population size of governments and issue “warning” letters to those municipalities that in their opinion are maintain insufficient fund balances. Best guess at this point is that for a city, our size that number would be in the 20%-24% range at a minimum and we are well above that number.

The adopted ending fund balance for FY 2021 was ***\$ 3,185,980 or 58%*** of anticipated expenditures. The current projected fund balance is ***\$ 3,259,771 or 51%*** of anticipated expenditures ***including*** hurricane revenues & expenditures. The current projected fund balance is ***\$ 3,622,105 or 63%*** of anticipated expenditures ***excluding*** hurricane revenues & expenditures.

***Cash/Investments Balance*** – Approximately 77% of undesignated fund balance is available cash and investments that City has in financial institutions. As of March 31, 2021, the table below represents the City’s cash/investment balance:





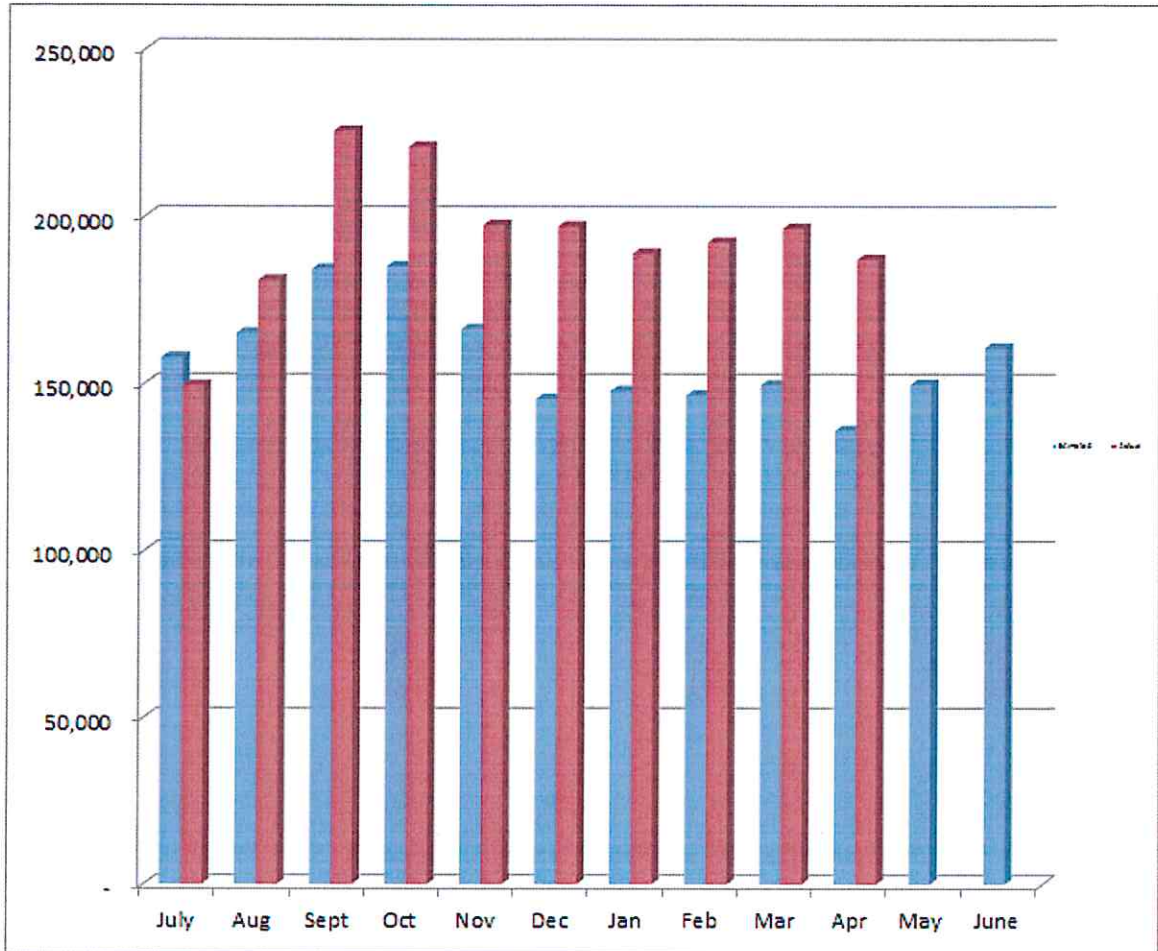
The table below summarizes the balances for the past six (6) months by account:

	Oct	Nov	Dec	Jan	Feb	Mar
Accounts	10/31/2020	11/30/2020	12/31/2020	1/31/2021	2/28/2021	3/31/2020
GF Checking Account	183,128	77,972	38,840	66,699	106,967	30,646
GF Savings Account	172,761	118,104	595,958	1,249,795	1,043,943	1,133,655
PB Savings Account	489,802	481,045	606,302	596,515	591,521	582,317
GF Debt Setoff	582,298	582,434	582,439	582,449	582,454	583,673
FSA Account	3,564	2,958	2,958	2,632	2,079	2,079
Library Committee	902	915	915	932	932	932
P/R Reserve Fund	4	4	4	4	4	4
Spillway Reserve Fund	-	9,997	9,997	-	-	-
PD Equipment Fund	3,649	3,649	3,649	3,649	3,649	3,649
Capital Reserve Fund	30,083	30,083	30,083	40,080	40,080	40,080
NCORR Loan Proceeds	426,055	77,544	77,544	77,544	77,544	77,544
Spec Events Donations	3,158	3,158	3,158	3,158	3,158	3,158
<b>Total</b>	<b>1,895,404</b>	<b>1,387,863</b>	<b>1,951,847</b>	<b>2,623,457</b>	<b>2,452,331</b>	<b>2,457,737</b>

**Revenues** – On a monthly basis, the revenue source that I monitor with great interest is the sales tax revenue the City receives. Sales tax revenue (44%) and property tax revenue (32%) represent over 76% of the total revenues that operate the city’s general fund. Since sales tax, revenue is significantly dependent on the strength of the local economy of Brunswick County both in terms of visitors enjoying the areas recreational opportunities but also the housing market in terms of new construction, which leads to increased buying of materials.

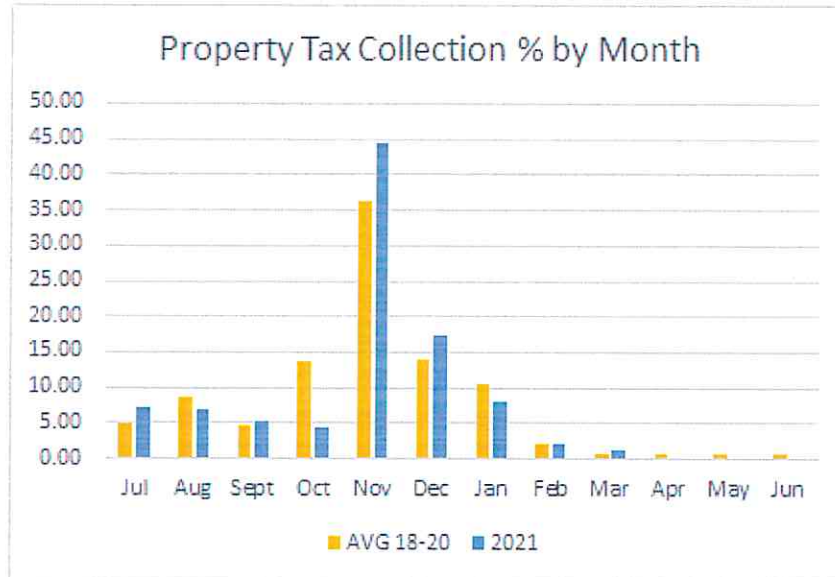
**Sales Tax Revenue** - The chart below shows based on historical data the revenues the City should expect to receive in any particular month to achieve the \$ 1,843,403 that is estimated in the FY 2021 as compared to actual revenues received. With the completion of the past fiscal year, the City collected

\$ 2,037,154. The City is projecting \$ 1,834,403 in FY 2021 due to a slowdown in tax revenues due to COVID-19 and after ten (10) months is 27.4% (\$ 409,509) ahead of schedule.

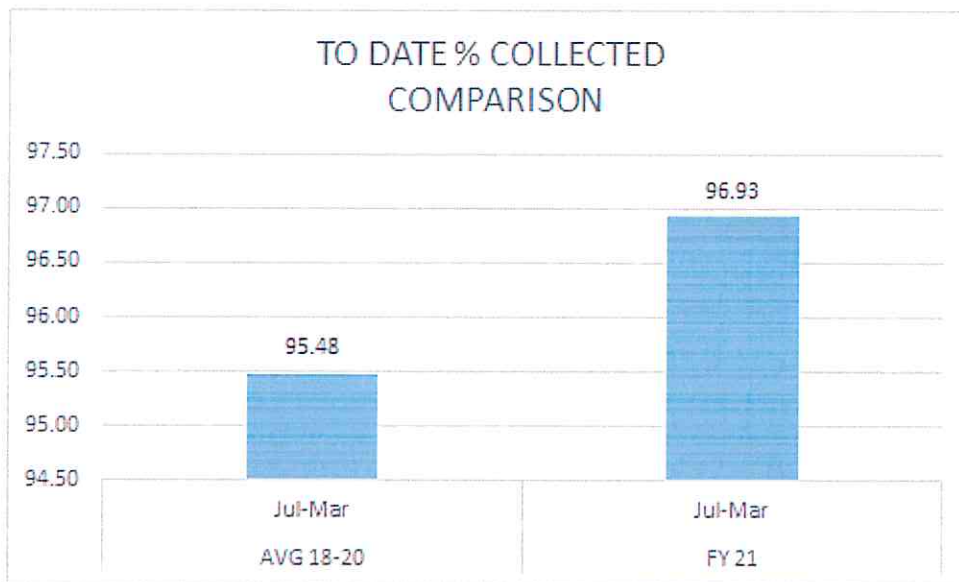


***Real Property Tax Revenue & Collections*** – The two charts below show (1) the revenue collections by dollar amounts thru ***February 28, 2021*** by Brunswick County and (2) the percentage collection rate by year. ***These numbers are based on the expected gross amount expected to be collected not the budgeted amount which is typically 5% less than the gross amount billed by the County.***

*PROPERTY TAX COLLECTIONS BY DOLLAR AMOUNT*



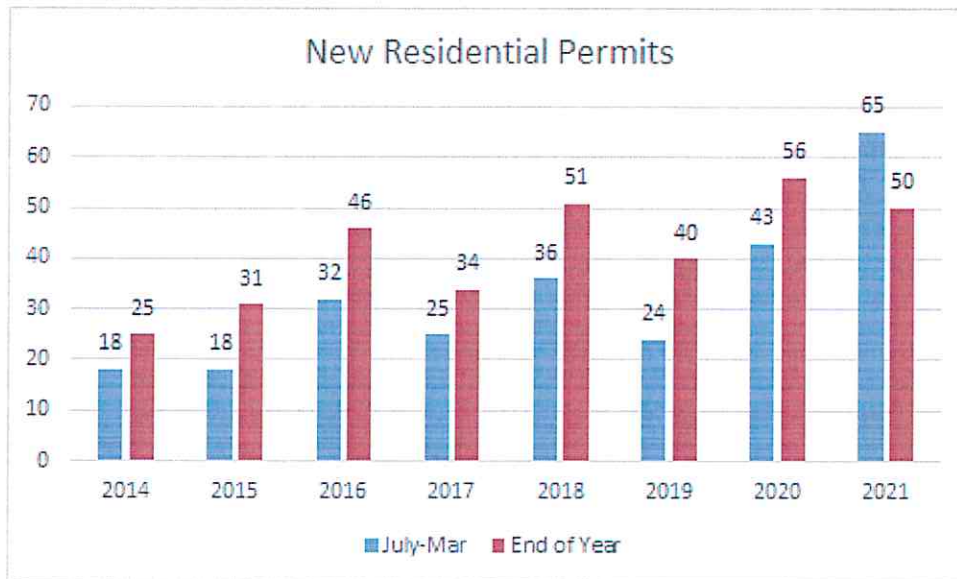
*PROPERTY TAX COLLECTIONS BY COMPARABLE TIME PERIOD*



***New Home Construction*** – The table below provides a snap shot of the new home construction in the City. The City budgeted for 50 new homes to be constructed in FY 2020 and



actually issued permits for 56 new homes. The FY 2021 budget was prepared projecting fifty (50) new homes to be constructed.



If you have any questions about this monthly Manager's report, please do not hesitate to contact me.

	ACTUAL FY 2020	ADOPTED FY 2021	REVISED FY 2021
<b>REVENUES</b>			
<b>AD VALOREM</b>			
Current Year	\$ 1,213,462	\$ 1,213,856	\$ 1,241,548
Prior Year	\$ 157,894	\$ 157,200	\$ 173,913
Penalties & Interest	\$ 8,384	\$ 10,000	\$ 10,000
Sub-Total	\$ 1,379,740	\$ 1,381,056	\$ 1,425,461
<b>OTHER TAXES</b>			
Code Enforcement Penalty	\$ 860	\$ 800	\$ 800
Dog Tax	\$ 785	\$ 875	\$ 875
Sub-Total	\$ 1,645	\$ 1,675	\$ 1,675
<b>TOTAL - TAXES</b>	\$ 1,381,385	\$ 1,382,731	\$ 1,427,136
<b>UNRESTRICTED INTERGOVERNMENTAL</b>			
Local Option Sales Tax	\$ 2,022,702	\$ 1,834,403	\$ 2,295,767
Franchise Tax	\$ 289,684	\$ 290,000	\$ 290,000
Telecommunications Sales Tax	\$ -	\$ -	\$ -
Video Programming Tax	\$ -	\$ -	\$ -
Beer/Wine Excise Tax	\$ 30,047	\$ 28,000	\$ 28,000
ABC Profit Distribution	\$ 25,000	\$ 25,000	\$ 26,250
Sub-Total	\$ 2,367,433	\$ 2,177,403	\$ 2,640,017
<b>RESTRICTED INTERGOVERNMENTAL</b>			
Grant Revenue	\$ 549	\$ 284,200	\$ 284,200
Driveway Culvert Fees	\$ -	\$ 41,000	\$ 41,000
Powell Bill	\$ 315,460	\$ 293,830	\$ 293,830
Parks & Lake Grant	\$ -	\$ -	\$ -
FEMA Reimbursement	\$ 958,998	\$ -	\$ 356,136
USDA/NRCS	\$ -	\$ -	\$ 131,400
COVID-19	\$ 87,299	\$ -	\$ 103,713
NCDDOT Right of Way	\$ 4,581	\$ 4,143	\$ 4,143
Police Equipment Grant	\$ -	\$ 900,000	\$ 1,200,000
ABC Revenue for Police	\$ 1,603	\$ 1,244	\$ 2,002
Sub-Total	\$ 1,368,490	\$ 1,524,417	\$ 2,416,423
<b>PERMITS &amp; FEES</b>			
Building Permits & Insp Fees	\$ 117,327	\$ 141,625	\$ 158,452
Planning/Code Enforcement Fees	\$ 13,135	\$ 15,400	\$ 16,840
Impound Fees	\$ 200	\$ -	\$ -
Animal Control Fees	\$ 640	\$ 200	\$ 200
Street License Fees	\$ -	\$ -	\$ -
<b>PERMIT &amp; FEES-TOTAL</b>	\$ 131,302	\$ 157,225	\$ 175,492
<b>SALES &amp; SERVICES</b>			
Rents & Concessions	\$ 21,425	\$ 180,000	\$ 180,000
Planning Fees	\$ -	\$ -	\$ -
Water Assessment Interest	\$ 11,151	\$ 10,000	\$ 13,500
Transfer Special Assessment Fund	\$ 604,685	\$ -	\$ -
Transfer Capital Project	\$ 9,997	\$ -	\$ -
Transfer Capital Reserve	\$ 859	\$ -	\$ -
NCORR Transfer	\$ 340,299	\$ -	\$ -
Def Rev Tap Fees	\$ 268,370	\$ -	\$ -
Assessment - Tax lien	\$ -	\$ -	\$ -
Community Ctr Revenue	\$ -	\$ -	\$ -
Programs & Rentals	\$ 78,631	\$ 80,650	\$ 80,650
Memberships	\$ 13,960	\$ 16,500	\$ 16,500
Gifts & Donations	\$ 17,798	\$ 18,000	\$ 18,000
<b>SALES &amp; SERVICES-TOTAL</b>	\$ 1,367,375	\$ 306,250	\$ 308,750
<b>INVESTMENT EARNINGS</b>			
Powell Bill	\$ -	\$ -	\$ -
Other	\$ 1,836	\$ 750	\$ 750
<b>INVESTMENT-TOTAL</b>	\$ 1,836	\$ 750	\$ 750
<b>MISCELLANEOUS REVENUE</b>			
Sales & Gas Tax Refunds	\$ 15,100	\$ 18,099	\$ 18,099
Sale/Fixed Assets	\$ -	\$ 25,000	\$ 35,000
Xpress Pay Income	\$ 1,944	\$ 1,800	\$ 3,454
Advertising Fees	\$ -	\$ -	\$ -
Bike Runs	\$ -	\$ -	\$ -
Spring Fling	\$ -	\$ -	\$ -
Small Fry Fishing Tourm.	\$ -	\$ 2,000	\$ 2,000
Burning Violations	\$ -	\$ -	\$ 150
BC Senior Resource	\$ -	\$ -	\$ 858
Fitness on Demand	\$ -	\$ -	\$ -
Audit Adjustment	\$ (2,499)	\$ -	\$ -
Contributions	\$ -	\$ -	\$ -
Miscellaneous	\$ 6,417	\$ 6,000	\$ 6,000
<b>MISCELLANEOUS REVENUE-TOTAL</b>	\$ 20,962	\$ 52,899	\$ 65,561
<b>REVENUES-TOTAL</b>	\$ 6,638,783	\$ 5,600,676	\$ 7,034,129

		ACTUAL FY 2020	ADOPTED FY 2021	REVISED FY 2021
<b>EXPENDITURES</b>				
<b>GENERAL GOVERNMENT</b>				
	Governing Body	\$ 75,236	\$ 62,154	\$ 64,296
	Administration	\$ 2,761,394	\$ 662,433	\$ 1,629,067
	Planning	\$ -	\$ 86,569	\$ 86,735
	Public Building	\$ 255,707	\$ 264,616	\$ 247,233
<b>GENERAL GOVERNMENT-TOTAL</b>		\$ 3,092,337	\$ 1,075,772	\$ 2,027,330
<b>PUBLIC SAFETY</b>				
	Police	\$ 1,377,258	\$ 2,221,820	\$ 2,204,608
	Code Enforcement	\$ 142,816	\$ 68,019	\$ 67,680
	Animal Control	\$ 4,321	\$ 10,350	\$ 10,350
	Inspections	\$ 176,541	\$ 190,548	\$ 191,247
<b>PUBLIC SAFETY-TOTAL</b>		\$ 1,700,936	\$ 2,490,737	\$ 2,473,884
<b>TRANSPORTATION</b>				
	Streets	\$ 578,852	\$ 559,236	\$ 528,554
	Powell Bill	\$ 137,840	\$ 291,917	\$ 285,190
<b>TRANSPORTATION-TOTAL</b>		\$ 716,692	\$ 851,153	\$ 813,744
<b>ENVIRONMENTAL PROTECTION</b>				
	Sanitation	\$ -	\$ -	\$ -
<b>HEALTH AND WELFARE</b>				
	Mosquito Control	\$ 3,880	\$ 5,900	\$ 5,900
<b>CULTURE AND RECREATION</b>				
	Community Center	\$ 471,830	\$ 864,912	\$ 885,487
	Parks and Recreation/Special Eve	\$ 4,858	\$ 10,100	\$ 10,100
	Community Appearance	\$ 646	\$ 1,000	\$ 1,000
	Library Commissoin	\$ 2,117	\$ 2,000	\$ 2,000
	Dams and Lakes	\$ 39,871	\$ 74,800	\$ 106,000
<b>CULTURE AND RECREATION-TOTAL</b>		\$ 519,322	\$ 952,812	\$ 1,004,587
<b>DEBT SERVICE</b>				
	Principal	\$ 101,396	\$ 101,930	\$ 101,930
	Interest	\$ 31,003	\$ 27,211	\$ 27,211
<b>DEBT SERVICE-TOTAL</b>		\$ 132,399	\$ 129,141	\$ 129,141
<b>TOTAL EXPENDITURES</b>		\$ 6,165,566	\$ 5,505,515	\$ 6,454,586
<b>BALANCE</b>		\$ 473,217	\$ 95,161	\$ 579,543
<b>OTHER FINANCING SOURCES/USES</b>				
	Proceeds/Capital Lease	\$ -	\$ -	\$ -
	Transfer from Spillway	\$ (859)	\$ -	\$ -
	PD Loan Reimbursement	\$ -	\$ 300,000	\$ -
	NCORR Loan Proceeds	\$ -	\$ -	\$ -
	Contingency Fund	\$ (43)	\$ -	\$ -
	Transfer from SAD Fund	\$ (229,685)	\$ 123,750	\$ -
	Transfer from Capital Reserve	\$ (9,997)	\$ 27,615	\$ 40,100
	Transfer to Spillway Cap Proj	\$ -	\$ -	\$ -
<b>OTHER FINANCING TOTALS</b>		\$ (240,584)	\$ 451,365	\$ 40,100
<b>EXCESS/DEFICIT</b>		\$ 232,633	\$ 546,526	\$ 619,643
<b>Beginning Fund Balance</b>				
		\$ 2,407,495	\$ 2,640,128	\$ 2,640,128
<b>Ending Fund Balance</b>				
		\$ 2,640,128	\$ 3,186,653	\$ 3,259,771
<b>% of Total Expenditures</b>		43%	58%	51%



*CITY OF BOILING SPRING LAKES*  
*NATIONAL SAFE BOATING WEEK*

*PROCLAMATION*

For nearly 100 million Americans, boating continues to be a popular recreational activity. From coast to coast, and everywhere in between, people are taking to the water and enjoying time together boating, sailing, paddling and fishing. During National Safe Boating Week, the U.S. Coast Guard and its federal, state, and local safe boating partners encourage all boaters to explore and enjoy America's beautiful waters responsibly.

Safe boating begins with preparation. The Coast Guard estimates that human error accounts for most boating accidents and that life jackets could prevent nearly 86 percent of boating fatalities.

Through basic boating safety procedures – carrying lifesaving emergency distress and communications equipment, wearing life jackets, attending safe boating courses, participating in free boat safety checks, and staying sober when navigating – we can help ensure boaters on America's coastal, inland, and offshore waters stay safe throughout the season.

National Safe Boating Week is observed to bring attention to important life-saving tips for recreational boaters so that they can have a safer, more fun experience out on the water throughout the year.

**Whereas**, on average, 600 people die each year in boating-related accidents in the U.S.; 79 percent of these are fatalities caused by drowning; and

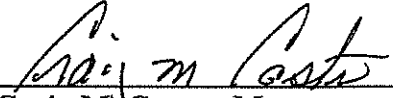
**Whereas**, the vast majority of these accidents are caused by human error or poor judgment and not by the boat, equipment or environmental factors; and

**Whereas**, a significant number of boaters who lose their lives by drowning each year would be alive today had they worn their life jackets.

**Therefore**, I, Mayor Craig Caster do hereby support the goals of the Safe Boating Campaign and proclaim May 22-28, 2021 as National Safe Boating Week and the start of the year-round effort to promote safe boating.

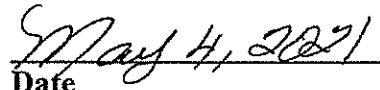
**In Witness Thereof**, I urge all those who boat to practice safe boating habits and wear a life jacket at all times while boating.

Given under my signature and seal of the City of Boiling Spring Lakes, North Carolina on this 4<sup>th</sup> day of May 2021.

  
Craig M. Caster, Mayor

ATTEST:

  
Jane E. McMinn, City Clerk

  
Date





## *Resolution Opposing Proposed Zoning Reform*

**WHEREAS**, the legislation proposed in SB 349/HB 401 is of great concern to the City of Boiling Spring Lakes and other municipalities within North Carolina; and

**WHEREAS**, provisions within this legislation severely diminishes, or even eliminates the ability of local government to determine what is best for its community and erodes the rights of local homeowners and property owners by stripping them of their ability to have input and involvement in the local decision making process; and

**WHEREAS**, City officials were elected by their citizens to protect and preserve the quality of life they have come to enjoy; and

**WHEREAS**, effective and proven zoning processes utilized by elected officials and City staff are necessary to help ensure the rights of all citizens to enjoy safe, secure, beautiful neighborhoods and amenities; and

**WHEREAS**, a radical, irrational, one-size fits all approach to zoning and land use is a blatant attack on local land use decision making; and

**WHEREAS**, development would have little to no regard for property owner rights and would change the character of many neighborhoods; and

**WHEREAS**, eliminating single-family zoning and allowing multi-family housing in all neighborhoods would increase density, thereby increasing traffic, noise, and congestion, threatening property values, and adding additional stresses on a municipalities infrastructure and services, such as roads, utilities, law enforcement, fire departments, and staff services; and

**WHEREAS**, increased housing does not guarantee more affordable housing, nor does this legislation.


**NOW, THEREFORE, BE IT RESOLVED** that copies of this resolution are sent to our legislative delegation and to the leadership of the North Carolina General Assembly in an effort to **stop SB 349/HB 401** from becoming law, and to work together to find real ways to advance affordable housing opportunities.

Adopted this 4<sup>th</sup> day of May, 2021

ATTEST:

  
Jane McMinn, City Clerk



  
Craig M. Caster, Mayor

#1

May 4, 2021

**City of Boiling Spring Lakes**

**BOC ~ Public Hearing**

**Revising the Unified Development Ordinance to  
Amend Non-Conforming Lot Provisions in Article 12**

*Comments are restricted to 5 minutes per speaker*

**PLEASE PRINT**

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<i><u>Name</u></i>	<i><u>Address</u></i>
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**City of Boiling Spring Lakes**

**BOC ~ Public Hearing**

**Updating the Unified Development Ordinance to  
Incorporate Necessary Amendments to Conform to  
the New NCGS Chapter 160**

*Comments are restricted to 5 minutes per speaker*

**PLEASE PRINT**

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~ PUBLIC COMMENT ~

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City of Boiling Spring Lakes

Board of Commissioners Meeting

Comments are restricted to 5 minutes per speaker

PLEASE PRINT

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