



**City of Boiling Spring Lakes
Board of Commissioners Monthly Meeting
June 1, 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 6:30 p.m.

2. Pledge of Allegiance – Ms. Joan Kinney

3. Attendance ~

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

Commissioner Tom Guzulaitis
Commissioner Dana Witt (excused)
Commissioner Bill Clark
City Clerk Jane McMinn

4. Approval of Regular Agenda ~

Commissioner Guzulaitis requested to add *Item I* to the agenda authorizing the City Manager to accept the proposal from Highland Paving; and *Item J* authorizing Mayor Caster to accept an employment agreement with Michael Hargett as Interim City Manager effective June 1, 2021.

A *motion* was made by Commissioner Hall a *second* by Commissioner Clark approving the Regular Agenda as amended for the June 1, 2021 BOC Meeting.

Motion Carries ~ 4 ~ 0

5. Public Comment ~

a. Mrs. Barbara Glidden ~ 402 N. Shore Dr.

Mrs. Glidden commented how disappointed she was to find out our current City Manager; Jeff Repp would be leaving and was only offered a six-month extension to his contract. Mrs. Glidden stated there is no one that knows the situation and problems the City has better than Mr. Repp does. In addition, I had the experience of holding a position as commissioner on the Board when we hired Mr. Repp and I am not sure who would want to step into this position with all the daunting tasks that continue to lay ahead.

Mrs. Glidden thanked Mr. Repp for all he has done for the City.

b. Mr. Hank Troscianiec ~ 542 N. Shore Dr.

Mr. Troscianiec commented the Board would now have a daunting task by releasing Mr. Repp from his contract. It will be interesting to see what the quality of the candidates will be. Most importantly will be the pay scale and required salary for someone who is qualified to take over this position. We need to have someone who can take this City through all the stages of rebuilding our lakes.

c. Mrs. Joan Kinney ~ 793 S. Shore Dr.

Ms. Kinney commented she is truly disappointed with our present Board of Commissioners who are planning to raise taxes and are unable to come up with a balanced budget without raising taxes. What surprise will appear in the 2023 budget?

6. Approval of Minutes ~

- a. Approval of the Board of Commissioners Maps Workshop Meeting Minutes dated April 26, 2021.
- b. Approval of the Board of Commissioners Budget Meeting Minutes dated April 26, 2021.
- c. Approval of the Board of Commissioners Monthly Meeting Minutes dated May 4, 2021.

A *motion* was made by Commissioner Guzulaitis, a *second* by Commissioner Clark approving the minutes of Maps Workshop Meeting dated April 26, 2021; the Budget Meeting dated April 26, 2021 and the Monthly Board of Commissioners Meeting dated May 4, 2021.

Motion Carries ~ 4 ~ 0

7. 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

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

Motion Carries ~ 4 ~ 0

8. Committee / Board Reports and Minutes ~

a. **BSL Fire / Rescue ~ Ms. Celeste McConnell, Chaplin**

Chaplin McConnell reported for the month of May we received a total of 79 calls, 31 responses for EMS and 48 responses for Fire. We will be holding Smoke Alarm Day Saturday, June 5, 2021. We will be canvassing BSL installing smoke alarms in homes where needed free of charge from the State Fire Marshal's Office. Our Blood Drive was held last week with 23 donors, which is a good turnout. We are scheduling our 50th Anniversary on August 14, 2021 and are considering doing a Community Day in celebration of 50 years. Our new 481QRV truck is now in service. We participated in Senior Day for the 2021 graduating class.

b. **Community Appearance ~ Ms. Ann Hollingsworth, Chair**

Ms. Hollingsworth stated on behalf of our Committee we would like to present Appreciation Certificates to Karen Hartigan who has spearheaded beautifying our Community Garden and has participated in Clean Sweeps around our City and Barbara Snyder for being our Parks & Recreation Advisory Board Chair person working with Cam Troscianiec on our Community Learning and Teaching Gardens, which is truly a remarkable Program. Volunteers are the heart of our City.

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

Jane McMinn, City Clerk reported for the Planning Board.

The Planning Board discussed the City Center zoning district. The recommendation in the 2017 Comprehensive Land Use Plan is to develop a City Center Master Plan. The Board voted unanimously to table the item until staff has the resources to develop such a Plan, or possibly contracts with the Council of Governments.

The Board of Commissioners requested at their May 4, 2021 meeting the Planning Board review and discussed development requirements for sidewalks in the C-1 zoning district. The Planning Board voted unanimously to leave sidewalk requirements in Section 7.16 of the UDO as written.

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

Mr. Stephen Dunn reported Cameron Troscianiec updated his Eagle Scout Project converting the Community Garden into a Learning Garden. The director's monthly report showed Summer Camp registration is going well and is scheduled to begin on June 14, 2021.

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

Mrs. Lucille Launderville reported the Special Events Committee is still waiting on a determination for the possibility of having our first event of 2021 at the Lakes Country Club. We are hopeful we will be able to have the Mayors Cup Golf tournament in August.

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

Commissioner Hall reported the Library Commission met on April 22, 2021 reviewing business and created a Classics Shelf of books in the Library. The use and access to a newly

purchased shelving unit for upstairs discussion for the upcoming year

book storage was discussed. The Commission tabled until their next meeting.

9. City Manager's Monthly Report ~ City Manager Jeff Repp

- Mr. Repp reported on cash and investments in the city of \$2,393,851.00.
- With regard to sales tax revenue we are currently still at 25.6% ahead of schedule.
- Property tax collections are running ahead of schedule at 97.5% collected at this point.
- As of April 30, 2021, we have issued 79 permits for new construction.
- This Friday at 2:00, the bids are due for the Police Department, which was advertised on May 5, 2021. We have had some interest. We will need to receive three (3) bids to qualify, or we will have to re-advertise if we do not receive the minimum bids required.
- The MAPS Salary Study has been completed and all financial issues are contained in the FY 22 Budget.
- Muse Park Upgrade work continues and is on schedule anticipating a July opening.
- The bid has been received from Highland Paving for the paving and repaving project and the price for asphalt is at \$25 per unit, which is a good price. This is the paving for So. Shore and Fifty Lakes Drive.
- Today we signed off on the Upper Dam, Sanford Dam mitigation numbers that were received from FEMA. I am hopeful we will have the numbers for both Pine Lake and North Lake by the end of this week.
- Current budget for that project shows \$11,923,489.00. The House was holding a meeting on the Bond share of the \$12M.
- USDA has informed us all permits have been received and bid documents should be here this week to advertise for bids and hope to award at the July meeting to a contractor.

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

10. Old Business ~

- a. No Old Business was reported.

11. New Business ~

- a. **Order** ~ appointing Sarah Cusick to the Library Commission completing the term ending November 6, 2022.

A *motion* was made by Commissioner Guzulaitis, a *second* by Commissioner Hall for approval.

4 ~ 0 ~ Motion Carries

- b. **Order** ~ authorizing approval to the revised Fee Schedule for the Fiscal Year July 1, 2021 to June 30, 2022 for the City of Boiling Spring Lakes.

A *motion* was made by Commissioner Clark, a *second* by Commissioner Hall approving the revised Fee Schedule for the Fiscal Year July 1, 2021 to June 30, 2022 for the City of Boiling Spring Lakes.

4 ~ 0 ~ Motion Carries

- c. **Ordinance** ~ Establishing the Fiscal Year 2022 Budget for the City of Boiling Spring Lakes, North Carolina.

A *motion* was made by Commissioner Hall to approve the Budget with discussion, a *second* by Commissioner Clark.

Commissioner Hall requested to have the increase of the tax rate by an additional 3 cents: 2 cents for capital improvements for the Parks & Recreation Building as a reserve fund; and 1 cent for Public Works for capital improvements as a reserve fund for their buildings. This would bring the tax rate up to 28 cents per \$100.

The requested salary increase for the mayor and commissioners was removed from the budget and the Board agreed.

A *motion* was made by Commissioner Hall, a *second* by Commissioner Clark to remove the salary increase for the mayor and commissioners from the budget.

4 ~ 0 ~ Motion Carries

A *motion* was made by Commissioner Hall, a *second* by Commissioner Guzulaitis increasing taxes by 3 cents, 2 cents for the dedicated fund for Parks & Recreation and 1 cent for the dedicated fund for Public Works.

3 ~ 1 ~ (Mayor Caster opposed)

A *motion* was made by Commissioner Guzulaitis, a *second* made by Commissioner Clark to amend the FY 2022 Budget to purchase a police vehicle and no longer leasing the vehicle; also to amend the Budget reducing the Police Department radios by half this FY and the other half in the FY 2023.

4 ~ 0 ~ Motion Carries

A *motion* was made by Commissioner Clark, a *second* by Commissioner Guzulaitis to approve the FY 2022 budget as amended.

4 ~ 0 ~ Motion Carries

- d. **Ordinance** ~ to Amend Article 12 of the Unified Development Ordinance (UDO) of the City of Boiling Spring Lakes, North Carolina.

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

4 ~ 0 ~ Motion Carries

- e. **Ordinance** ~ to Repeal the Current Unified Development Ordinance (UDO) and Adopt the Updated UDO for the City of Boiling Spring Lakes, North Carolina.

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

4~ 0 ~ Motion Carries

- f. **Ordinance** ~ Amending Chapter 4 (Buildings and Building Regulations) Article II Administration & Article IV – Repair, Closing or Demolition of Abandoned Structures and Unsafe Buildings of the Code of Ordinances for the City of Boiling Spring Lakes to Comply with the New NCGS Chapter 160D and to Remove Provisions that are Redundant with the Unified Development Ordinance.

A **motion** was made by Commissioner Clark, a **second** by Commissioner Hall Amending Chapter 4 (Buildings and Building Regulations) Article II Administration & Article IV.

4 ~ 0 ~ Motion Carries

- g. **Resolution** ~ Accepting American Rescue Plan Act of 2021 Funds.

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

4 ~ 0 ~ Motion Carries

- h. **Resolution** ~ Opposing Proposed Tree Ordinance Reform – HB496.

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

4 ~ 0 ~ Motion Carries

- i. **Order** ~ authorizing the City Manager to accept the proposal of Highland Paving Company, LLC of Leland, NC in the estimated amount of **One Hundred and Forty One Thousand Six Hundred and Twenty Five Dollars and No Cents (\$ 141,625.00)** for the road improvements to South Shore Drive and Fifty Lakes Dr. Only one bid was received.

A *motion* was made by Commissioner Hall, a *second* by Commissioner Clark authorizing the City Manager to accept the proposal of Highland Paving.

4 ~ 0 ~ Motion Carries

- j. **Order** ~ authorizing the Mayor to execute an employment agreement with Michael L. Hargett to serve as Interim City Manager effective June 1, 2021.

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

4 ~ 0 ~ Motion Carries

12. **Announcements** ~

Commissioner Hall reminded everyone today is the first day of hurricane season so we should all start to prepare. In addition, this is an election year. You can go to Brunswick County and put your name on the ballot for the upcoming election in November. Three seats will be open, the Mayor's seat and two Commissioners.

Mayor Caster announced our Interim City Manager will be in on Thursday to work with Mr. Repp prior to his leaving.

Mayor Caster then presented to City Manager Repp a plaque of dedication and appreciation for his service to the City.

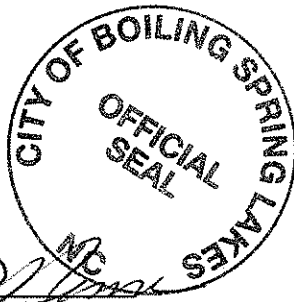
13. **Adjourn** ~

A *motion* to adjourn was made by Commissioner Guzulaitis; a *second* by Commissioner Hall to adjourn the Board of Commissioners Meeting dated June 1, 2021.

4 ~ 0 ~ Motion Carries

The Board of Commissioners Meeting was adjourned at 8:02 p.m.

ATTEST:



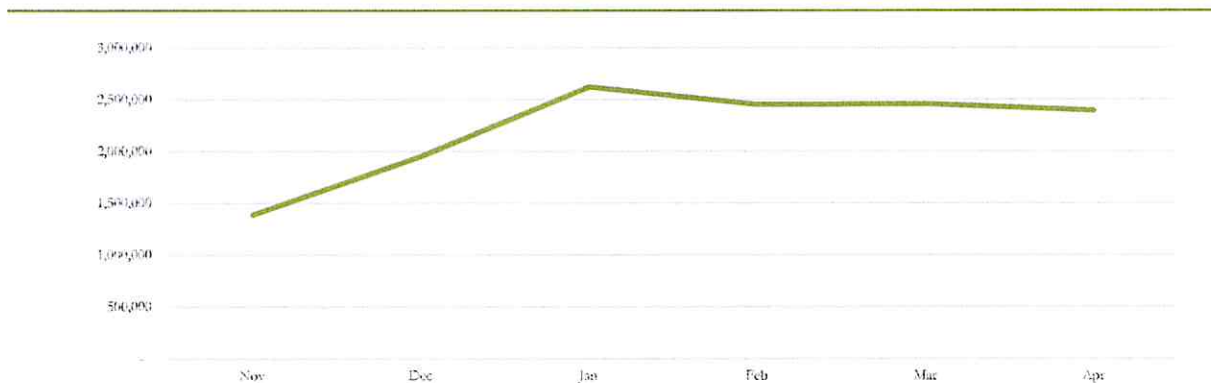
Jane McMinn
Jane McMinn, City Clerk

Craig M. Caster
Craig M. Caster, Mayor

July 7, 2021
Date

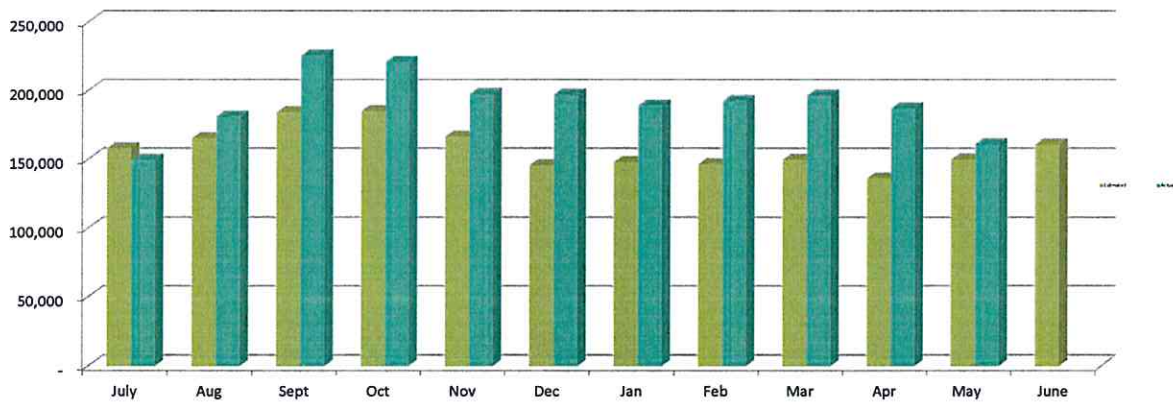
City Manager's Report – Cash/Investments

\$ 2,393,851 as of 4/30/21



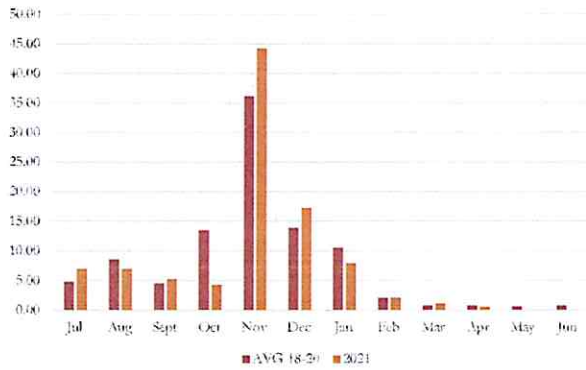
City Manager's Report – Sales Tax Revenue

25.6% (\$ 419,732) ahead of schedule after 11 months

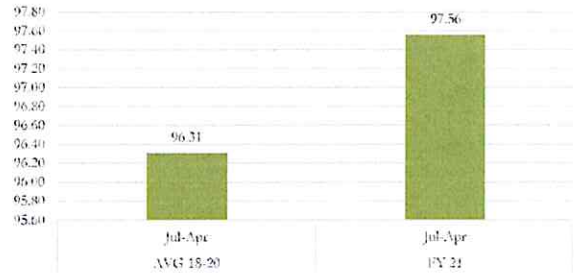


City Manager's Report Property Tax Collections

Property Tax Collection % by Month



TO DATE % COLLECTED
COMPARISON



City Manager's Report – New Housing Permits *thru 4/30/21*

New Residential Permits



Police Department Renovation Update

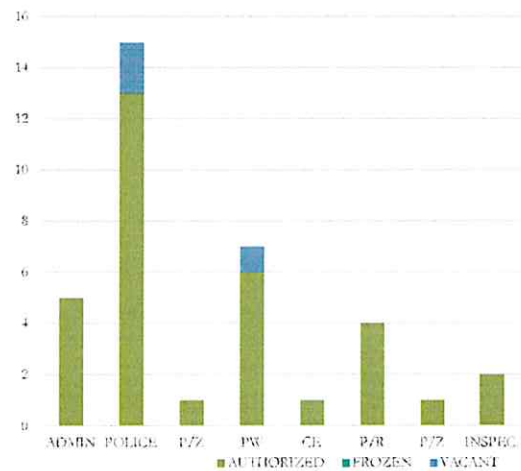
Anticipated Project Schedule:	Date	Time
Issue/Advertise RFQ in official advertising publications	May 5, 2021	
Pre-submittal Meeting	May 19, 2021	10:00 AM
Deadline for written questions and clarifications	May 28, 2021	2:00 PM
Statement of Qualification Proposals must be submitted electronically by	June 9, 2021	2:00 PM
Owner completes qualification evaluation to establish a shortlist of firms remaining. Owner notifies shortlisted firms and schedules interviews (if required)	June 16, 2021	
Complete interviews of short-listed firms	TBD	
Notify selected Design-Build firm, begin contract negotiations	June 23, 2021	
Complete contract negotiations with selected firm	June 30, 2021	
Board of Commissioners award contract	July 6, 2021	
Contract Approval	July 7, 2021	
Notice to Proceed	July 14, 2021	
Project Substantial Completion	July 1, 2022	



CITY PERSONNEL

FULL TIME POSITIONS – 37

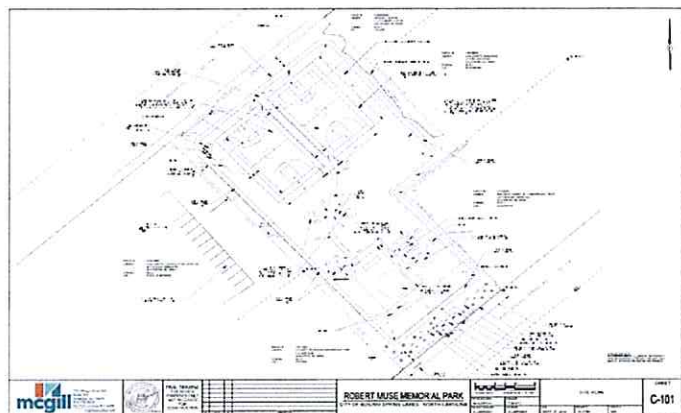
- **MAPS Salary Study**
 - Financial issues contained in FY 22 Budget
 - Board to consider revised Personnel Policy at July meeting.
- **Public Works - Vacancies**
 - Vacancy - Maintenance Tech.
- **Police Department**
 - Vacancy – (3) Police Officers; (3) applicants going through process prior to job offer.
 - Sgt. Wendy Hager returning to BSL PD on 6/7



Muse Park Upgrade

Robert Muse Park Schedule

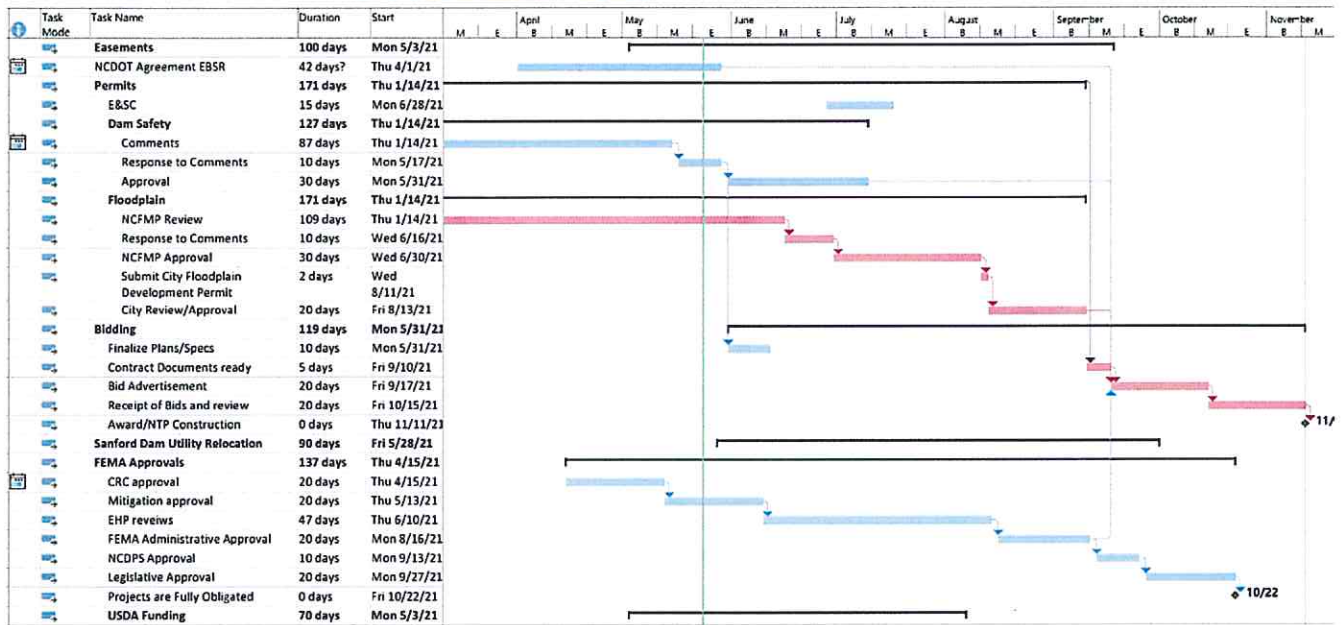
April 21-23	Take Down Fence and Perform Erosion Control Measures
April 26-30	Complete Erosion Control, Demo Picnic shelter and Concrete
April 28	State Erosion Control Inspection
April 29-30	Begin Site Grading and haul off picnic shelter and courts
May 3-14	Compaction test and start importing fill and 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
June 1-4	Back fill and grade site Install conduit for light poles
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



Paving/Repaving

- Bids opened June 1, 2021.

Critical Path

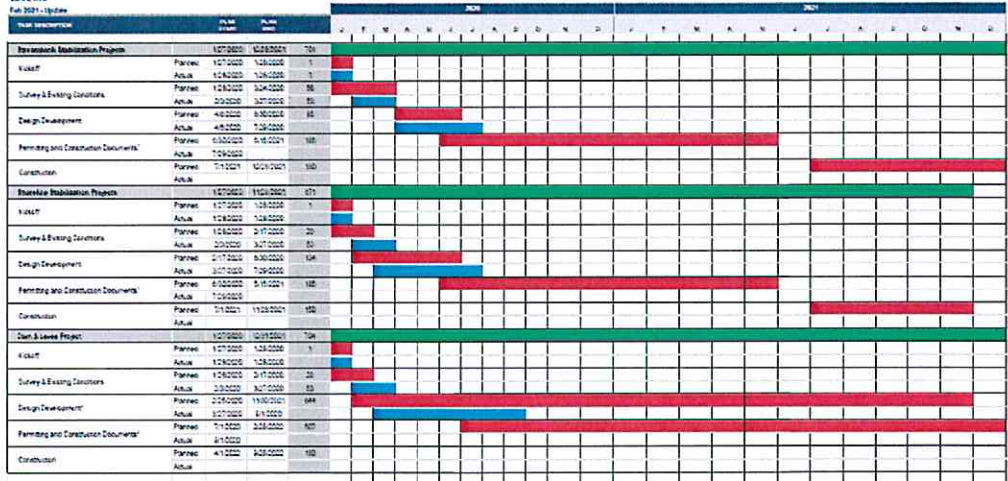


Projected City Cost Share

Description	Improved Project Cost ¹	Project Contingency	Engineering Costs ³	FEMA Eligible Cost w/CEF	Potential Mitigation ⁴	City's Share
SD ^{5,6}	\$ 25,000,264.20	\$ 2,380,903.92		\$ 8,089,462.00	\$ 6,578,062.00	\$ 12,713,644.12
ULD ^{5,6}	\$ 1,848,246.01	\$ 146,674.60		\$ 688,650.00	\$ 678,235.00	\$ 628,035.61
NLD ^{2,6}	\$ 1,410,560.89	\$ 113,106.09		\$ 14,264.32	\$ 830,539.31	\$ 678,863.35
PLD ^{2,6}	\$ 1,148,907.11	\$ 97,740.71		\$ 128,521.00	\$ 731,771.66	\$ 386,355.17
Utilities Relocate SD						\$ 750,000.00
Easement Plans			\$ 12,000.00			\$ 12,000.00
Design and Permitting (TOI)			\$ 2,018,908.00			\$ 2,018,908.00
ER and PER			\$ 21,416.50			\$ 21,416.50
Construction RPR			\$ 1,397,823.49			\$ 1,397,823.49
QA Testing			\$ 1,532,538.05			\$ 1,532,538.05
Construction Admin.			\$ 2,135,417.40			\$ 2,135,417.40
Post Const.			\$ 284,685.00			\$ 284,685.00
LOMR Prep & Submittal			\$ 16,302.00			\$ 16,302.00
LOMR Reviews fees						\$ 15,000.00
Capitalized Interest (during construction)						\$ 1,320,000.00
Local Legal Fees						\$ -
Bond Council Fees						\$ 12,500.00
Owner Adm. Costs						\$ -
NC General Assembly contribution						\$ (12,000,000.00)
TOTAL	\$29,407,978	\$ 2,738,425.32	\$ 7,419,090.44	\$8,920,897	\$8,818,608	\$11,923,489

USDA-NRCS STORM DEBRIS REMOVAL PROJECT – June 21 Update

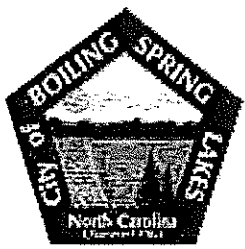
USDA-NRCS EWP Engineering Services
City of Boiling Springs Lakes
LD&L, Inc



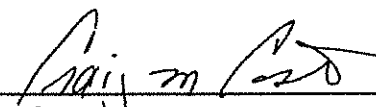
The above schedule is based upon quality and/or engineering review dates and are subject to change based upon actual review times. LD&L will engage subs and vendors to the extent possible to help maintain the above schedule.
 * - The schedule for these projects is based on an assumed review time with NRCS. We made an assumed funding request in Oct. 2021 with a revision received in Jan. 2022. All 404 permits have been approved for submittal to the Flood and Sediment Control permits.
 * - The dam project is currently on hold while the project team seeks to secure funding opportunities in addition to what NRCS is willing to contribute on the portion of the project.

- All permits have been received.
- Project to be bid out on

ORDER #: 2021-14



ORDER appointing Sarah Cusick to the Library Commission completing the term ending November 6, 2022.

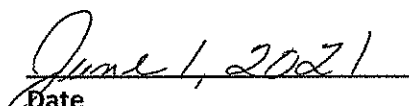


Craig M. Easter, Mayor

ATTEST:



Jane McMinn, City Clerk



Date



Jane McMinn

From: The City of Boiling Spring Lakes, NC <notifications@cognitofrms.com>
Sent: Monday, May 10, 2021 10:18 AM
To: Jane McMinn
Subject: Appointment to Boards & Committees - Sarah Cusick

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?	Library Commission
ARE YOU CURRENTLY SERVING ON ANY OTHER BOARD?	No
YOUR NAME:	Sarah Cusick
SPOUSE'S NAME:	Russell Cusick
HOME ADDRESS:	2241 E. Lake Keziah Dri, Boiling Spring, North Carolina 28461
PHONE NUMBER:	(910) 448-0306
CELL PHONE NUMBER:	(910) 448-0306
EMAIL ADDRESS:	scusick@ec.rr.com
RESIDENT OF BSL:	Yes

HOW MANY YEARS HAVE YOU BEEN
A RESIDENT? 4

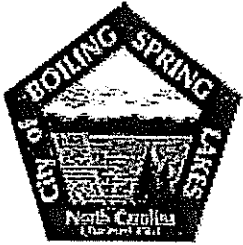
STATE & COUNTY OF LEGAL
RESIDENCE: Brunswick County, North Carolina

EDUCATION AND EXPERIENCE
WHICH WILL BENEFIT YOUR CHOICE
OF COMMITTEE/BOARD: I will be retiring from Brunswick County
Schools June 4th of this year. I have taught
here in the county for 20 years, but have 34
years of teaching experience. In my career I
have taught 7th grade EC, Elementary EC , 5th
grade and 2nd grade students.

PRESENT EMPLOYER / TITLE: Bolivia Elementary School/2nd grade teacher

CURRENT CIVIC/COMMUNITY
PARTICIPATION: Being full time employed has not allowed me
much time to explore opportunities in BSL.

DO YOU ANTICIPATE ANY
CONFLICTS OF INTEREST IF
APPOINTED? No



ORDER #: 2021-16

ORDER authorizing the City Manager to accept the proposal of Highland Paving Company, LLC Leland, NC in the estimated amount of *One Hundred and Forty one Thousand Six Hundred and Twenty Five Dollars and No Cents (\$ 141,625.00)* for the road improvements to South Shore Drive and Fifty Lakes Drive.

Craig M. Caster
Mayor

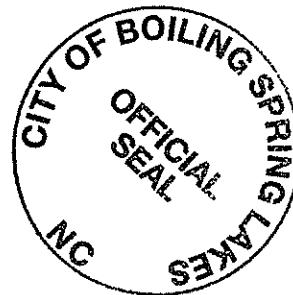
ATTEST:

Jane E. McMinn
City Clerk

Date

Bidders:

Only Bid



4. An amount bid shall be entered on the bid form for every item. The amount bid for each item shall be determined by multiplying each unit bid by the quantity for that item and shall be written in figures in the "Bid Price" column of the form.
5. The total amount bid shall be written in figures in the proper place on the bid form. The total amount shall be determined by adding the amounts bid for each item.
6. Bidder will complete the work in accordance with the Contract Documents for the following price(s):

BASE BID

Bidder shall provide unit prices for the following items to complete the work in accordance with Contract Documents. The unit prices below shall include all labor, materials, overhead, profit, insurance, taxes, and miscellaneous costs as needed to complete the finished work in place in accordance with the contract drawings, project specifications and the Engineer's requirements. Any required maintenance and protection of traffic work related to the unit price work is considered to be incidental and is to be included as part of the unit price. The following items will also be used to determine pricing if the Owner chooses to change the scope of work not shown on the Contract Drawings. The Base Bid price includes the total of the Unit Price Items.

BASE BID						
NO.	LOCATION	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	BASE BID PRICE
1	Fifty Lakes Drive from George II Highway (NC87) to Cardinal Road	Bituminous Pavement Patch	3000	SY	\$ 25. ⁰⁰	\$ 75,000 ⁰⁰
2	South Shore Drive from George II Highway to Lisa Road	Bituminous Pavement Patch	2500	SY	\$ 25. ⁰⁰	\$ 62,500 ⁰⁰
3	Items No. 1 and 2 above	Bituminous Pavement Crack Seal	1500	LF	\$ 2.75	\$ 4,125 ⁰⁰
Total of Unit Price Base Bid Items						\$ 141,625. ⁰⁰
Words: ONE HUNDRED FORTY ONE THOUSAND SIX HUNDRED TWENTY FIVE						1/100

Unit prices quoted and accepted shall apply throughout the life of the contract and to be used if the scope of the work as defined changes. Unit prices shall be applied, as appropriate, to compute the total value of the work all in accordance with the Contract Documents. Fill in all blank amounts. The failure to include Unit Price amounts may result in disqualification of the bid.

ADDITIVE ITEMS

Bidder shall provide a unit price for the following items to complete the work in accordance with Contract Documents. The unit prices below shall include all labor, materials, overhead, profit, insurance taxes, and miscellaneous costs to complete the finished work in place in accordance with the project specifications and the Engineer's requirements. Any required maintenance and protection of traffic work related to the unit price work is considered to be incidental and is to be included as part of the unit price. The following items will also be used to determine pricing if the Owner chooses to change the scope of work not listed in the Contract Documents.

ADDITIVE ITEMS				
ITEM NO.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE
1	Bituminous Pavement Milling (2" Depth x 2' Width)	7,500	LF	2.50
2	Compacted Aggregate Base Course	350	TONS	60.00
3	1" 59.5B Bituminous Surface Course	2,000	SY	7.75
4	1.5" 59.5B Bituminous Surface Course	2,000	SY	10.40
5	4" B25.0C Bituminous Base Course	2,000	SY	34.00
6	Grass Shoulder	2,000	SY	3.00
7	Pavement Notch 2.0' wide x 2" deep at street intersections and driveways	1,500	LF	5.00
8	Unpaved Driveway Repair	320	SY	20.00
9	Concrete Driveway Repair	320	SY	90.00
10	Bituminous Pavement Driveway Repair	320	SY	35.00
11	Traffic Stop Bar	4	EA	175.00
12	Roadway Centerline Stripe	22,000	LF	0.50
13	Roadway Edge Line Strip	44,000	LF	0.25
14	Unsuitable Subgrade Removal	50	CY	50.00

Unit prices quoted and accepted shall apply throughout the life of the contract and to be used if the scope of the work as defined changes. Unit prices shall be applied, as appropriate, to compute the total value of the work all in accordance with the Contract Documents. Fill in all blank amounts. The failure to include Unit Price amounts may result in disqualification of the bid.

ARTICLE 6 - TIME OF COMPLETION

6.01 Bidder agrees that the Work will be substantially complete within 75 calendar days after the date when the Contract Times commence to run as provided in the Modified General



ORDER ~ authorizing approval to the revised Fee Schedule for Fiscal Year July 1, 2021 to June 30, 2022 for the City of Boiling Spring Lakes.

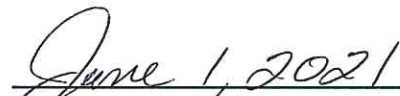


Craig Caster, Mayor

ATTEST:



Jane McMinn, City Clerk



Date



<u>~ Miscellenous City Fees ~</u>	Fee
Permit Technology Fee Proposed	\$2.00
City Maps	No Charge
Copies	\$0.25
Fax ~ Per Page	\$1.00
Scanning & Email	\$.25 per page
Notary Fee ~ BSL Residents	No Charge
Notary Fee ~ Non- Resident	\$5.00
Flash Drive	\$11.00
Peddler/Solicitor Background Check Fee	\$25.00
Fee Schedule Fiscal Year July 1, 2021 - June 30, 2022 - Aproved by BOC	

~ Community Center ~	Fee	Proposed Fee
~ Room Rentals Per Hour ~		
Resident:		
Lakes Room	\$75.00	
Game Room	\$35.00	
Non-Resident:		
Lakes Room	\$110.00	
Game Room	\$60.00	
Cleaning Fee:		
Lakes Room	\$50.00	
Game Room	\$25.00	
Alcohol Fee:		
Lakes Room	\$100.00	
Game Room	\$100.00	
Security / Damage Deposit:		
Lakes Room	\$100.00	
Game Room	\$100.00	
~ Weekend Lakes Room Packages ~		
4 Hour Rental ~ (Includes cleaning fee & one free hour of setup time)		
Resident	\$300.00	
Non-Resident	\$450.00	
8 Hour Rental ~ (Includes cleaning fee & one free hour of setup time)		
Resident	\$550.00	
Non-Resident	\$850.00	

1 Resident Child ~ Per Week	\$40.00	\$	45.00
1 Non-Resident Child ~ Per Week	\$45.00	\$	50.00
2 Resident Children ~ Per Week	\$70.00	\$	80.00
2 Non-Resident Children ~ Per Week	\$80.00	\$	90.00
3 Resident Children ~ Per Week	\$105.00	\$	120.00
3 Non-Resident Children ~ Per Week	\$120.00	\$	135.00

After School - 4 Weeks in Advance

1 Resident Child	\$140.00	\$	160.00
1 Non-Resident Child	\$160.00	\$	180.00
2 Resident Children	\$260.00	\$	300.00
2 Non-Resident Children	\$300.00	\$	340.00
3 Resident Children	\$400.00	\$	460.00
3 Non-Resident Children	\$460.00	\$	520.00

Both Before & After School Per Week

1 Resident Child	\$65.00	\$	70.00
1 Non-Resident Child	\$75.00	\$	80.00
2 Resident Children	\$110.00	\$	120.00
2 Non-Resident Children	\$130.00	\$	140.00
3 Resident Children	\$165.00	\$	180.00
3 Non-Resident Children	\$195.00	\$	210.00

Both Before & After School - 4 Weeks in Advance

1 Resident Child	\$240.00	\$	260.00
1 Non-Resident Child	\$280.00	\$	300.00
2 Resident Children	\$420.00	\$	440.00
2 Non-Resident Children	\$500.00	\$	520.00
3 Resident Children	\$640.00	\$	660.00
3 Non-Resident Children	\$760.00	\$	780.00

Before & After School Late Payment Fees

--	--	--	--

1 Day Late Payment			\$	15.00
2 Days Late Payment			\$	20.00
3 Days Late Payment			\$	25.00
4 Days Late Payment			\$	30.00
Middle School Jr. Counselor				
Program				
1 Resident Child	per month	\$80.00		
1 Non-Resident Child	per month	\$90.00		
Out of School Activity Days ~				
1 Resident Child Early Registration		\$30.00	\$	35.00
1 Resident Child Late Registration		\$40.00	\$	45.00
1 Non Resident Child Early Registration		\$35.00	\$	40.00
1 Non Resident Child Late Registration		\$45.00	\$	50.00
Winter and Spring Break Camp ~				
1 Resident Child Daily Early Registration		\$30.00	\$	35.00
1 Resident Child Weekly Early Registration		\$125.00	\$	150.00
1 Resident Child Daily Late Registration		\$40.00	\$	50.00
1 Resident Child Weekly Late Registration		\$150.00	\$	225.00
1 Non Resident Child Daily Early Registration		\$35.00	\$	40.00
1 Non Resident Child Weekly Early Registration		\$150.00	\$	175.00
1 Non Resident Child Daily Late Registration		\$45.00	\$	55.00
1 Non Resident Child Weekly Late Registration		\$175.00	\$	250.00
Dinner & A Movie, Kids Night Out ~				
1 Resident Child Early Registration		\$5.00 - \$8.00		
1 Resident Child Late Registration		\$10.00 - \$15.00		
1 Non Resident Child Early Registration		\$8.00 - \$15.00		
1 Non Resident Child Late Registration		\$15.00 - \$20.00		

<u>Summer Day Camp (Elementary School Camp) ~</u>		
1 Resident Child ~ Per Week	\$100.00	
1 Non Resident Child ~ Per Week (No Multi Child Discount for Non- Residents)	\$110.00	
2 Resident Children ~ Per Week	\$190.00	
3 or More Resident Children ~ \$10.00 Off First Child/ \$5.00 off Each additional Child		
Late Pick Up Fee ~ Per Week ~ Per Child	\$15.00	\$ 20.00
<u>Community Center</u>		
Modified Summer Camp ~ July through August 2020 ~ Resident	\$75.00	DELETE
Non~Resident	\$85.00	DELETE
<u>Holiday Programs ~</u>		
1 Resident Child Early Registration	\$5.00 - \$8.00	
1 Resident Child Late Registration	\$10.00-\$15.00	
1 Non Resident Child Early Registration	\$8.00 - \$15.00	
1 Non Resident Child Late Registration	\$15.00 - \$20.00	
<u>General Program Fees ~</u>		
Lunch & Learn Participants Bring Their Own Brown Bag Lunch	No Fee	
Majong & Mexican Dominos	No Fee	
Senior Games	No Fee	
Game Nights	No Fee	
Fit 4 Life	\$1.00	
Senior Movie Day ~ Per Person	\$1.00-\$3.00	
Senior Bingo ~ Prize or Donation of	\$1.00	
Senior Bingo with Lunch		\$5.00 - \$10.00

<u>~ Parks and Recreation ~</u>	<u>Fees</u>	<u>Proposed</u>
<u>Park Reservation ~ 4 Hours</u>		
Resident	\$20.00	
Non-Resident	\$30.00	
<u>Yard Sale / Craft Booth ~</u>		
Resident	\$10.00	
Non-Resident	\$15.00	
<u>Kayak Rentals ~</u>		
Resident - 1/2 Day (1-4 Hours)	\$20.00	
Non-Resident - 1/2 Day (1-4 Hours)	\$30.00	
Resident - Full Day (4-8 Hours)	\$25.00	
Non-Resident - Full Day (4-8 Hours)	\$35.00	
Resident Weekend (Friday - Monday)		\$ 70.00
Non Resident Weekend (Friday - Monday)		\$ 100.00
<u>Table Rentals ~ per table</u>		
Daily Resident	\$2.00	
Daily Non Resident		\$ 3.00
Resident Weekend (Friday - Monday)		\$ 5.00
Non Resident Weekend (Friday - Monday)		\$ 8.00
<u>Disc Golf Discs</u>		\$15 cash deposit
<u>Per Bag/Per Day</u>		\$ 5.00
Fee Schedule Fiscal Year July 1, 2021 - June 30, 2022 - Approved by BOC		

~ Building Permits & Inspections ~

Permits are required for all work:
NC State Building Code: Administrative Code and Policies:
Section 106.1 Permit required.

General	Fee
Penalty for work started before obtaining a permit	\$100.00
Administrative fee added to all permits issued	\$30.00
Technology Fee add to all permits issued.	\$2.00
Minimum Inspection Fee	\$55.00
Habitat for Humanity Building & Inspection Fees Normally Charged Reinspection Fees will be charged	Fees Waived
NC BUILDING CODE PLAN REVIEW (Does not apply to 1-2 Family Structures)	Fee
< 2500 sq. ft. *	\$100.00
2501 sq. ft. - 10000 sq. ft. (per trade)*	\$100.00
10000+ sq. ft. *	\$500.00
Condo/Apartment (per unit)	\$50.00
Cell Tower	\$200.00

Proposed

Request this be rescinded

HVAC Change Out ~ Per Inspection for first unit each additional unit		\$55.00 \$10.00
	PLUMBING	Fee
Commercial Based on Cost (\$4.00 Per \$1,000.00)		
Commercial ~ Minimum		\$110.00
Residential ~ Rough In and Final ~ New Construction For houses on slabs add inspection fee for Plumbing Slab inspection		\$110.00
Miscellaneous Permit ~ Per Inspection		\$55.00
Additional Inspections		\$55.00
	BUILDING	Fee
Building fees are based the following values		
Residential 1 and 2 Family Dwellings Heated sqft * ICC value + unheated sqft * \$45.00 = value		
Other than 1 and 2 Family Dwellings value	Sqft * ICC value / 1000 * 4 = Minimum	\$110.00
1 and 2 Family Decks, Patios, Porches, Storage Buildings & Detached Garages built on site ~ Unheated sqft * \$45 = value		

Reworded bolded part

Reworded bolded part

Reworded bolded part

Masonry Fireplace ~	\$5,000 added to value of house	
Pre-Fab Fireplace or Wood Stove ~	\$2,500 added to value of house	
Permit Fees After Construction Value Has Been Determined		
1-2 Family-based on heated sqft * ICG value + unheated sqft * \$45.00		
Non-1-2 Family-Dwellings-based on sqft * ICG value		
Value:		Fee
Up to \$6,000.00		\$55.00
\$6,000.01 - \$10,000.00		\$60.00
\$10,000.01 - \$15,000.00		\$70.00
\$15,000.01 - \$ 20,000.00		\$80.00
\$20,000.01 - \$25,000.00		\$90.00
\$25,000.01 - \$35,000.00		\$110.00
\$35,000.01 - \$50,000.00		\$140.00
\$50,000.01 - \$75,000.00		\$170.00
\$75,000.01 and Over		\$200 + \$4.00/ 1000 or portion thereof

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Delete ~ strike
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information

Masonry Fireplace ~ \$5,000 added to value of house	
Pre-Fab Fireplace or Wood Stove ~ \$2,500 added to value of house	
Mobile Home Setup ~ Plus Electrical, Plumbing, Mechanical and Driveway:	
Single Wide	\$200.00
Double Wide	\$250.00
Modular Units ~ Plus Electrical, Plumbing, Mechanical and Driveway	\$250.00
~ Plus Additional Inspection Fees for Onsite work Based on Cost/Value	
Relocated House ~ Basic Fee for Footing and Foundation	\$200.00
Remodeling ~ \$60.00 sq ft (sq ft x \$60.00 = construction cost value) Minimum	\$110.00
Prebuilt Storage Building ~ Flat Fee 1 Inspection <401 sqft	\$55.00
>400 sqft Building fee schedule	
Bulkhead ~ Flat Fee per inspection	\$55.00
Demolition ~ Flat Fee ~ Residential 1-2 Family	\$55.00
Demolition ~ Commercial	\$110.00
Docks or Piers ~ Flat Fee per inspection	\$55.00
Ramps :	
Residential Ramp ~ ADA Compliant ~ Zoning and Building Permit Required	Fee Waived
Non-Residential Ramp ~ ADA Compliant ~ Commercial Permit required ~ Based on value \$45/sqft ~ Zoning Permit Required Minimum	\$110.00

Delete moved above

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strike through
wording

Add bolded

Swimming Pools ~		
Residential ~ In Ground & On Ground Flat Fee + Electrical ~ Does Not Includ	\$90.00	
Commerical ~ Flat Fee + Electrical & Plumbing	\$150.00	
Miscellaneous	Fee	
Stop Work Order Place/Removal Fee	\$55.00	
Re-Inspection Fee ~ All Trades	\$75.00	
Before/After Hours Inspection Fee: All trades (per hour) (2 hour minimum)	\$50.00	\$55.00
Contractor Change	\$30.00	
Temporary Certificate of Occupancy (1-2 Family)	\$75.00	\$100.00
Temporary Certificate of Occupancy (Non 1-2 Family)	\$100.00	\$150.00
Certificates of Occupancy (not permit related)	\$85.00	
Fee Schedule Fiscal Year July 1, 2021 - June 30, 2022 - Approved by BOC		

<u>~ Planning and Zoning ~</u>	Fee
Administrative Fee (all permits)	\$30.00
<u>Zoning Permits</u>	
Residential Construction (1 & 2 family - includes additions)	\$50.00
Accessory Structures	\$30.00
Other	\$75.00
Tree Removal (existing development) - per inspection (1st inspection - no charge)	\$25.00
Clearing (new construction)	\$25.00
Commerical Zoning Compliance	\$50.00
Non-Residential Sign Permit	\$100.00
Re-Inspection Fee	\$50.00
Plan Change Inspection	\$25.00
Home Occupation (per year)	\$50.00
<u>Administrative Review</u>	
Zoning Ordinance Text Amendment	\$300.00
Conditional Use Permit	
1 - 2 Family	\$300.00
Others	\$500.00
Appeal of Zoning Decision	
1 - 2 Family	\$300.00
Others	\$500.00
Variance	
1 - 2 Family	\$300.00
Others	\$500.00
Rezoning	
1 - 2 Family	\$300.00
Others	\$500.00

Floodplain Development Permits	
Residential & Non-Residential	\$100.00
Accessory	\$50.00
Other (includes non-structural development, clearing, grading, fill, etc.)	\$25.00
Utility Change-out on Existing Structure	\$25.00
Plan Review	
Exempt Plat Review	\$50.00
Minor Subdivision Review (includes preliminary & final)	\$200.00 + \$10.00/lot
Major Subdivision Review ~ preliminary	\$200.00 + \$10.00/lot
Major Subdivision Review ~ final	\$200.00 + \$10.00/lot
Minor Site Plan Review - preliminary	\$200.00
Minor Site Plan Review ~ final	\$200.00
Major Site Plan Review ~ preliminary	\$500.00
Major Site Plan Review ~ final	\$500.00
Telecommunication Towers	
New Location	\$2,000.00
Co Location	\$1,500.00
* New Towers Only	*\$6,500.00
* Escrow funds used to cover cost of city consultant. Any excess funds are refundable.	
Copy of Unified Development Ordinance ~ Per Page	\$0.25
Fee Schedule Fiscal Year July 1, 2021 - June 30, 2022 - Approved by BOC	

<u>~ Public Works ~</u>	<u>Fee</u>
Administrative Fee (all permits)	\$30.00
Refundable Road Repair Deposit	\$750.00
Driveway Permit - Culvert Required (includes evaluation, installation, final inspection)	\$175.00
Driveway Permit - Culvert not Required (includes evaluation, final inspection)	\$75.00
Additional Driveways - (When Included with Original)	\$50.00
Driveway ~ Resurfacing ~ Flat fee	\$50.00
Driveway Culvert Pipe Cleaning by City Contractor	\$400.00
Driveway Reinspection Fee	\$25.00
Fee Schedule Fiscal Year July 1, 2021 - June 30, 2022 - Approved by BOC	

³ Multi-Family occupancies only, the North Carolina Fire Code does not govern one and two family dwellings.	
<i>This inspection schedule is intended to meet the requirements of GS 153A-364 and GS 160A-424. Political subdivisions assuming inspection duties as set out in GS 153A-351 and GS 160A-411, shall have a periodic inspection schedule for the purpose of identifying activities and conditions in buildings, structures and premises that pose dangers of fire, explosion or related hazards. Frequency of inspections of occupancies as mandated by the NC General Statutes shall supercede the above inspection schedule.</i>	
(North Carolina State Building Code Volume V, Fire Prevention, Section 106)	
Fire ~ Non-Residential Plan Reviews and Inspection Fee Schedules	
<u>Plan Review and Inspection Fee Schedule ~</u>	
Small plan review < 2,500 square feet (includes 1 inspection)	\$50.00
Basic plan review 2,500-10,000 square feet (includes 2 inspections)	\$100.00
Intermediate plan review 10,001 – 25,000 square feet (includes 2 inspections)	\$150.00
Complex plan review 25,001 – 100,000 square feet (includes 2 inspections)	\$200.00
Special plan review >100,001 square feet (includes 2 inspections)	\$250.00 + \$5.00 per 1,000 square feet
Small and Basic re-inspection (each trip)	\$50.00
Intermediate re-inspection (each trip)	\$100.00
Complex re-inspection (each trip)	\$100.00
Special re-inspection (each trip)	\$100.00
<u>Operational Fees ~</u>	
As allowed by NCSB Fire Prevention Code	
All Operational Fees will be \$75.00 for each required inspection. City sponsored events are exempt from Operational Fees.	
Fire Department Buildings are exempt from periodic inspection fees - Added	
<i>The code official is authorized to receive applications, review construction documents and issue permits for construction regulated by this code, inspect the premises for which such permits have been issued and enforce compliance with the provisions of this code.</i>	
(North Carolina State Building Code Volume V, Fire Prevention, Section 104.2)	
<u>Fire Related Construction Permits</u>	

A construction permit must be obtained from the Office of the City of Boiling Spring Lakes Fire Inspections Department in the following situations:

Technology Fee add to all permits issued.

3.2.2 – Construction Permits ~

(Applies to installation of new systems and renovations to existing systems)

Code Section	Description	Permitting Fee
105.7.1	Automatic fire-extinguishing systems	\$100.00 + \$2.00 per Nozzle/Head
105.7.2	Compressed Gases	\$100
105.7.3	Fire Alarm and Detection systems and Related equipment	\$100.00 + \$2.00 per initiating Device
105.7.4	Fire Pumps and Related Equipment	\$100.00
105.7.5	Flammable and Combustible liquids	\$100.00
105.7.6	Hazardous Materials	\$250.00
105.7.7	Industrial Ovens	\$100.00
105.7.8	L.P./Natural Gas Installation and Modification (Applies only to occupancies covered by the N.C. Fire Prevention Code)	\$100.00
105.7.9	Private Fire Hydrants	\$50.00 per hydrant
105.7.10	Spraying and Dipping	\$50.00
105.7.11	Standpipe Systems	\$100.00 with Sprinkler System \$50.00 W/O Sprinkler System
105.7.12	Temporary Membrane structures, tents and canopies	\$100.00

The code official is authorized to issue construction permits for work as set forth in sections 105.7.1 through 105.7.12 (North Carolina State Building Code Volume V, Fire Prevention, Section 105.7)

Fee Schedule Fiscal Year July 1, 2021 - June 30, 2022 - Approved by BOC



Ordinance to Amend Article 12 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 initiated a text amendment to create provisions that would allow for the recombination of nonconforming lots, when such action would decrease the amount of existing nonconformity;

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 amendment; and

WHEREAS, pursuant to N. C. General Statutes and City ordinances, a public hearing, properly noticed, was held on May 4, 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 12 is amended to read as follows:

Article 12 Nonconformities


Section 12.2.1 Continuation

Nonconforming Lots under Common Ownership. If the owner of a nonconforming lot also owns land that abuts said lot, and combining a portion of this other land with the nonconforming lot will decrease the amount of nonconformity in terms of width and/or area, without thereby creating, or increasing nonconformity on any lot, the lots may be combined in accordance with the ordinance.




Craig M. Caster
Mayor

ATTEST:



Jane E. McMinn
City Clerk

DATE:



June 1, 2021



STAFF REPORT

To: City of Boiling Spring Lakes Board of Commissioners
From: Nicole Morgan, Planning & Zoning Administrator
cc: Jeff Repp, City Manager
Date: March 25, 2021
Re: Nonconforming Lots of Record

INTRODUCTION

Staff has initiated a request to amend Article 12 of the City's Unified Development Ordinance to create provisions that would allow for the recombination of nonconforming lots, when such action would decrease the amount of nonconformity. There are existing lots within the City that were lawfully established before the effective date of the ordinance, or any subsequent amendments thereto, which no longer conform to the minimum lot size or lot width requirements. These nonconforming lots were created prior to a change in the minimum lot size for the subdivision of land, which occurred primarily due to the need to provide larger lots for on-site septic systems. A lot that is nonconforming is not rendered unbuildable, nor does the nonconformity insinuate loss of value. Simply, the conditions for which subdivision of land occurred in the past is no longer the same. With the exception of the R-6 zoning district, which has a current minimum lot area of 5 acres, the current minimum lot area in the residential zoning districts is 15,300 square feet, whereas the current minimum lot width is 90'.

At their duly held meeting on March 9, 2021, the Planning Board voted unanimously to recommend approval of the proposed text amendment.

PROPOSAL

Amend Article 12 of the City's Unified Development Ordinance as follows (stricken text to be deleted, underlined text to be added):

Article 12 Nonconformities

Section 12.2.1 Continuation

(A) ~~Lots with Contiguous Frontage in One Ownership~~ Nonconforming Lots under Common Ownership. When two or more adjoining lots with contiguous frontage are under common ownership, each less than 10,500 square feet, and the lots are nonconforming in terms of width, or area, such lots shall be combined for development purposes to create one or more lots, each of which conforms to the applicable dimensional requirements of the district. If the owner of a nonconforming lot also owns land that abuts said lot, and combining a portion of this other land with the nonconforming lot will decrease the amount of nonconformity in terms of width and/or area, without thereby creating, or increasing nonconformity on any lot, the lots may be combined in accordance with the ordinance.

PLAN CONSISTENCY STATEMENT

PLANNING BOARD ACTION

(A) X The Planning Board hereby recommends approval of the proposed amendment to the City's Unified Development Ordinance and finds that (i) is consistent with the City's land use compatibility goal 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 allow for the ability to decrease the amount of nonconformity on existing nonconforming lots of record.

(B) _____ The Planning Board hereby recommends denial of the proposed amendment to the City's 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 _____)

BOARD OF COMMISSIONER ACTION

(A) / The Board of Commissioners hereby approve the proposed amendment to the City's Unified Development Ordinance and finds that (i) is consistent with the City's land use compatibility goal 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 allow for the ability to decrease the amount of nonconformity on existing nonconforming lots of record.

(B) _____ The Board of Commissioners hereby finds the proposed amendment to the City's Unified Development Ordinance (i) 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 Approve (A) 4 Motion to Deny (B) _____ Abstained _____



Ordinance to Repeal the Current Unified Development Ordinance (UDO) and Adopt the Updated UDO for the City of Boiling Spring Lakes, North Carolina

THAT WHEREAS, the City has enacted a Unified Development Ordinance that controls land development within 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

WHEREAS, the City Board of Commissioners wish to amend certain provisions in the Unified Development Ordinance by making various technical and policy revisions to comply with the new consolidated enabling legislation in NCGS Chapter 160D;

WHEREAS, the Planning Board initially reviewed the amendments, and reached a unanimous decision to recommend adoption of the proposed update of the Unified Development Ordinance to the Board of Commissioners, and finds that (i) it is consistent with the City's comprehensive plan (2017 Comprehensive Land Use Plan) and all other applicable plans and policies adopted by the City, 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 best interested because it will advance the public health, safety, and or/welfare of the City of Boiling Spring Lakes; and

WHEREAS, pursuant to N. C. General Statutes and City ordinances, a public hearing, properly noticed, was held on May 4, 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 that the proposed updates to the Unified Development Ordinance (i) is 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.

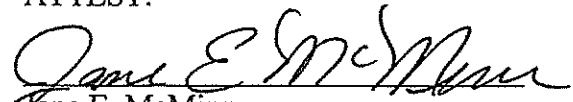
NOW, THEREFORE, BE IT ORDAINED by the City Board of Commissioners of Boiling Spring Lakes, that the current Unified Development Ordinance is hereby repealed, and that the Unified Development Ordinance, Articles 1 through 12, including Appendix A through C, dated June 1, 2021, is hereby adopted and enacted.

Adopted this 1st day of June, 2021.



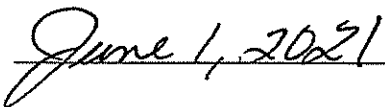
Craig M. Caster
Mayor

ATTEST:



Jane E. McMinn
City Clerk

DATE:



June 1, 2021



STAFF REPORT & PLAN CONSISTENCY

To: City of Boiling Spring Lakes Board of Commissioners
From: Nicole Morgan, Planning & Zoning Administrator
cc: Jeff Repp, City Manager
Date: April 18, 2021
Re: Unified Development Ordinance – N.C.G.S. 160D Update

INTRODUCTION

In 2019, the N.C. General Assembly adopted legislation creating Chapter 160D of the North Carolina General Statutes (Session Law 2019-111). Chapter 160D consolidates current City and County enabling statutes in Chapters 153A and 160A into a single, unified chapter, and places the statutes into a more lucid, coherent organization.

While the new law does not make major policy changes or shifts in the scope of authority granted to local governments, it does provide many clarifying amendments and consensus reforms, which must be incorporated into local development regulations. Chapter 160D is effective now, but local governments have until July 1, 2021 for the development, consideration, and adoption of necessary amendments to conform ordinances to the new law.

At their duly held meeting on April 13, 2021, the Planning Board voted unanimously to recommend approval of the proposed amendments.

PROPOSAL

Amend the Unified Development Ordinance to conform ordinances to the new Chapter 160D (stricken text is to be deleted, underlined text is to be added).

CONSISTENCY WITH COMPREHENSIVE PLAN

The proposed text amendments are consistent with Land Use Compatibility Statement #6 of the City's 2017 Comprehensive Land Use Plan (LUP), 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."

STAFF RECOMMENDATION: UDO Administrator recommends approval of the proposed amendments to the Unified Development Ordinance.

ATTACHMENTS: Unified Development Ordinance – Articles 1 through 12, Appendix A, Appendix B, and Appendix C.

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 policy #6 in the City’s comprehensive plan (2017 Land Use Plan), 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 by incorporating required legislative amendments into development regulations.

- (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 0)

BOARD OF COMMISSIONERS ACTION

- (A) _____ The Board of Commissioners hereby approves the proposed amendments to the Unified Development Ordinance and finds that it (i) is consistent with policy #6 in the City’s comprehensive plan (2017 Land Use Plan), 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 by incorporating required legislative amendments into development regulations.

- (B) ✓ The Board of Commissioners hereby denies 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 Approve (A) 4 Motion to Deny (B) _____



AN ORDINANCE AMENDING

CHAPTER 4 (BUILDINGS AND BUILDING REGULATIONS) ARTICLE II ADMINISTRATION & ARTICLE IV – REPAIR, CLOSING, OR DEMOLITION OF ABANDONED STRUCTURES AND UNSAFE BUILDINGS OF THE CODE OF ORDINANCES FOR THE CITY OF BOILING SPRING LAKES TO COMPLY WITH THE NEW NCGS CHAPTER 160D AND TO REMOVE PROVISIONS THAT ARE REDUNDANT WITH THE UNIFIED DEVELOPMENT ORDINANCE

WHEREAS, the Board of Commissioners desire to amend the following sections of the Code of Ordinances;

(stricken text to be deleted, underlined text to be added)

ARTICLE II – ADMINISTRATION

Sec. 4-38. - Conflicts of interest.

No ~~officer or employee~~ STAFF MEMBERS, AGENTS, OR CONTRACTORS RESPONSIBLE FOR BUILDING INSPECTIONS shall be financially interested, OR EMPLOYED BY A BUSINESS THAT IS FINANCIALLY INTERESTED IN, in the furnishing of labor, material or appliances for the construction, alteration or maintenance of a building or any part thereof, or in the making of plans or specifications therefor, unless he is the owner of the building. No officer or employee of the inspection department, OR OTHER INDIVIDUAL OR AN EMPLOYEE OF A COMPANY CONTRACTING WITH THE CITY TO CONDUCT BUILDING INSPECTIONS shall engage in any work which is inconsistent with his duties or with the interests of the city.

Sec. 4-56. - Required.

(A) *Building permit.* No person shall commence or proceed with the construction, reconstruction, alteration, repair, MOVEMENT TO ANOTHER SITE, removal, or demolition of any building or other structure (including lake docks), abutment/bulkhead/retaining wall or any part thereof, without securing a written permit from the building inspector, unless exempted by North Carolina General Statute ~~160A-417~~ 160D-1110. County board of health approval of a septic tank is required where the sewer system cannot be connected to the city sewer system or where a sewer system is not available.

(E) *Lot/landscape clearing.* Shall be in accordance with the city's tree ordinance located in ~~chapter 8, section 8-5.1 of the Code of Ordinances.~~ ARTICLE 7 OF THE CITY'S UNIFIED DEVELOPMENT ORDINANCE.

(H) *Driveway permits.* No person shall commence or proceed with the installation of a driveway connected to the city street system without a permit ~~which shall be issued at the city hall;~~ from the

city, and no driveway shall be connected to the state department of transportation road system without a permit from the state department of transportation regional office. Detailed plans and specifications with reference to location of where the driveway will connect to the city street system must accompany each application for a driveway permit. Refer to section 13-36, driveway connections, in the Code of Ordinances for the City of Boiling Spring Lakes for what is applicable for driveway connections approved for driveways abutting city owned streets. DRIVEWAY PERMITS SHALL BE IN ACCORDANCE WITH PART II OF ARTICLE 7 OF THE CITY'S UNIFIED DEVELOPMENT ORDINANCE.

Sec. 4-61. - Revocation.

The appropriate inspector may revoke and require the return of any permit by notifying the permit holder in writing, stating the reason for the revocation. Permits shall be revoked for any material SUBSTANTIAL departure from the approved application, plans or specifications; for refusal or failure to comply with proper orders of the inspector; THE REQUIREMENTS OF ANY APPLICABLE STATE AND LOCAL LAWS, for refusal or failure to comply with requirements of this chapter and the appropriate regulatory codes; or for false statements or misrepresentations made in securing the permit. ANY BUILDING PERMIT MISTAKENLY ISSUED IN VIOLATION OF AN APPLICABLE STATE OR LOCAL LAW MAY ALSO BE REVOKED.

~~Sec. 4-78. -- Road license fee.~~

~~Each building contractor or owner of a new residential dwelling unit or new commercial building that is being constructed adjacent to or contiguous to a city maintained street, or contractor or owner who is arranging for the placement of a manufactured or mobile home that is on a lot adjacent to or contiguous to a city maintained street shall pay a non-refundable street license fee. The license fee will be published in the city's schedule of fees as established by the board of commissioners and modified from time to time.~~

~~Said funds shall be deposited into the general fund and dedicated for street maintenance. Road damage in excess of the published amount at any site shall be collected in accordance with section 4-77 of the Code of Ordinances.~~

ARTICLE IV. - REPAIR, CLOSING OR DEMOLITION OF OCCUPIED DWELLINGS AND ABANDONED STRUCTURES AND UNSAFE BUILDINGS

Sec. 4-146. - Findings; intent.

(A) It is hereby found that if there exist within the city THE EXISTANCE AND OCCUPATION OF DWELLINGS abandoned structures which the board of commissioners find to be UNFIT FOR HUMAN HABITATION DUE TO DILAPIDATION, DEFECTS INCREASING THE HAZARDS OF FIRE, ACCIDENTS OR OTHER CALAMITIES, LACK OF VENTILATION, LIGHT OR SANITARY FACILITIES, OR DUE TO OTHER CONDITIONS RENDERING THE DWELLINGS UNSAFE OR UNSANITARY, OR DANGEROUS OR DETRIMENTAL TO THE HEALTH, SAFETY, MORALS, OR OTHERWISE INIMICAL TO THE WELFARE OF THE RESIDENTS OF THE CITY, ~~hazardous to the health, safety and welfare of the residents of the city due to the attraction of insects or rodents; conditions creating a fire hazard; dangerous conditions constituting a threat to children; or frequent use by vagrants as living quarters in the absence of sanitary facilities,~~ the city may exercise its police power to abate said nuisance REPAIR, CLOSE, OR DEMOLISH THE DWELLINGS. IF THERE EXIST WITHIN THE CITY ABANDONED STRUCTURES WHICH THE BOARD OF COMMISSIONERS FIND TO BE A HEALTH OR SAFETY HAZARD AS A RESULT OF THE

ATTRACTION OF INSECTS OR RODENTS, CONDITIONS CREATING A FIRE HAZARD, DANGEROUS CONDITIONS CONSTITUTING A THREAT TO CHILDREN OR FREQUENT USE BY VAGRANTS AS LIVING QUARTERS IN THE ABSENCE OF SANITARY FACILITIES, THE CITY MAY EXERCISE ITS POLICE POWERS TO REPAIR, CLOSE, OR DEMOLISH SUCH STRUCTURES. Therefore, pursuant to the authority granted by G.S. ~~160A-441, 160D-1201~~, et seq., the contents of which are incorporated herein as if set out in full, it is the intent of this article to provide for the repair, closing or demolition of any such DWELLINGS and abandoned structures. ~~in accordance with the same provisions and procedures as are set forth by law for the repair, closing, or demolition of dwellings unfit for human habitation.~~

Sec. 4-151. - Service of complaints and orders.

Complaints or orders issued by the inspector pursuant to this article shall be served upon persons either personally or by ~~registered or~~ certified mail AND REGULAR MAIL. SERVICE SHALL BE DEEMED SUFFICIENT IF THE CERTIFIED MAIL IS UNCLAIMED OR REFUSED, BUT THE REGULAR MAIL IS NOT RETURNED BY THE POST OFFICE WITHIN TEN (10) DAYS AFTER MAILING. ~~but~~ If the whereabouts of such persons are unknown and the same cannot be ascertained by the inspector in the exercise of reasonable diligence, the inspector shall make an affidavit to that effect; and the serving of the complaint or order upon such person may be made by publication once at least ten (10) days prior to the date of the hearing in a newspaper having general circulation in the city. ~~Where conspicuous place on the premises affected by the complaint or order.~~ A NOTICE OF THE PENDING PROCEEDINGS SHALL BE POSTED IN A CONSPICUOUS PLACE ON THE PREMISES AFFECTED.

(Res. of 5-7-96)

State Law reference— Similar provisions, G.S. ~~160A-445.~~ 160D-1206

Sec. 4-152. - Removal or destruction by city, placarding.

(A) After failure of an owner of a structure to comply with an order of the inspector issued pursuant to the provisions of this article, and upon adoption by the board of commissioners of an ordinance authorizing and directing him to do so, as provided by G.S. ~~160A-443(5)~~ 160D-1203 and section 4-150 of this article, the inspector shall proceed to cause the structure to be removed or demolished, as directed by the ordinance of the board, and shall cause to be posted on the main entrance of the structure a placard prohibiting the use or occupation of the structure. Use or occupation of a building so posted shall constitute a misdemeanor.

(B) Each ordinance shall be recorded in the office of the register of deeds of the county, and shall be indexed in the name of the property owner in the grantor index, as provided by G.S. ~~160A-443(5) and 160A-443(5a).~~ 160D-1203.

Sec. 4-153. - Creation of lien.

As provided by G.S. ~~160A-443(6),~~ 160D-1203 the amount of the cost of any removal or demolition caused to be made or done by the inspector pursuant to this article shall be a lien against the real property upon which the cost was incurred. The lien shall be filed, have the same priority, and be enforced and the costs collected as provided by G.S. Ch. 160A, Art. 10.

Sec. 4-155 – Abandonment of Intent to Repair.

If the dwelling has been vacated and closed for a period of one year pursuant to an ordinance adopted pursuant to Section 4-152 or after the inspector issues an order or proceedings have commenced under the substandard housing regulations regarding a dwelling to be repaired or vacated and closed as provided in this section, then the board of commissioners may find that the owner has abandoned the intent and purpose to repair, alter, or improve the dwelling in order to render it fit for human habitation and that the continuation of the dwelling in its vacated and closed status would be inimical to the health, safety, and welfare of the city in that the dwelling would continue to deteriorate, would create a fire and safety hazard, would be a threat to children and vagrants, would attract persons intent on criminal activities, would cause or contribute to blight and the deterioration of property values in the area, and would render unavailable property and a dwelling that might otherwise have been made available to ease the persistent shortage of decent and affordable housing in this State, then in such circumstances, the board of commissioners may, after the expiration of such one-year period, enact an ordinance and serve such ordinance on the owner, setting forth the following:

(A) If it is determined that the repair of the dwelling to render it fit for human habitation can be made at a cost not exceeding fifty percent (50%) of the then current value of the dwelling, the ordinance shall require that the owner either repair or demolish and remove the dwelling within 90 days.

(B) If it is determined that the repair of the dwelling to render it fit for human habitation cannot be made at a cost not exceeding fifty percent (50%) of the then current value of the dwelling, the ordinance shall require the owner to demolish and remove the dwelling within 90 days.

This ordinance shall be recorded in the office of the register of deeds in Brunswick County and shall be indexed in the name of the property owner in the grantor index. If the owner fails to comply with this ordinance, the inspector shall effectuate the purpose of the ordinance.

STATE LAW REFERENCE TABLE

This table shows the location within this Charter and Code, either in the text or notes following the text, of references to the General Statutes.

EXPAND

G.S.	Section this Code
1-493	1-2
1A-1, rule 6	9-38
12-3	1-2
ch. 14, art. 27a 10-68	
14-3	7-76(c)
14-4	Adopting ordinance, p. vii
	1-15
	4-181
	8-6
	9-7
	15-5
14-128	8-5
14-129	8-4
14-132	8-3
14-288.12	7-75
14-360 et seq.	Ch. 3
14-415.23	2-1
15-27.2	3-107
	Ch. 4
17C-6	2-177
17C-6(a)(2)	2-176
17C-7	2-177
ch. 18B	10-66
18B-101	8-9
18B-300(c)	8-9
20-1 et seq.	Ch. 15
	15-1
20-122(b)	13-3
20-137.6	9-32
20-137.6 et seq.	Ch. 9, Art. II
20-137.7	9-31
	9-33
20-137.10	9-35
20-137.13	9-40
20-137.14	9-33
20-356	13-1
ch. 40A	2-112
ch. 67	Ch. 3

67-4-1	3-101
67-4-1(c)	3-106
69-4	Ch. 4
69-8 et seq.	Ch. 4
ch. 87	Ch. 4
	4-86
	4-92
87-39 et seq.	Ch. 4, Art. II, Div. 4
105-91	Ch. 4, Art. II, Div. 4
105-349, 105-350	2-138(7)
166A-4	7-75
ch. 116B	9-39
116B-38	9-39
130A-1 et seq.	Ch. 9
130A-184 et seq.	Ch. 3
130A-185	3-51
143-128 et seq.	Ch. 4
143-136 et seq.	Ch. 4
143-138(e)	Ch. 4, Art. III
143-139	1-15
143-143.8 et seq.	Ch. 4
143-151.8 et seq.	Ch. 4
143-151.26 et seq.	Ch. 4
143-151.26—	4-93
143-151.36	
143-318.12	2-31
150-53	Ch. 7, Art. III
ch. 153A	3-106
153A-123	3-106
159-1 et seq.	Ch. 5
159-7	Ch. 5, Art. II
159-7 et seq.	2-139
	5-26
159-25	2-139
159-28	5-26
ch. 160A, art. 10	4-153
ch. 160A, art. 19 160D	2-64
160A-69, 160A-70	2-28, 2-29
160A-71	2-31
160A-72	Ch. 2, Art. IV
160A-74, 160A-75	2-30
160A-76	Ch. 4
	Ch. 4, Art. III
160A-79	1-1
160A-146	2-26

	2-111
160A-171	Ch. 2, Art. IV
160A-173	2-137
160A-175	1-15
	4-93
160A-178	Ch. 7, Art. III
160A-184	Ch. 9, Art. IV
	9-95
160A-186 et seq.	Ch. 3
160A-189, 160A-190	8-1
160A-192	Ch. 12
160A-193	Ch. 9
	9-6
	Ch. 9, Art. V
160A-194	Ch. 4
160A-265 et seq.	5-37
160A-266(c)	5-36
160A-281 et seq.	Ch. 2, Art. V, Div. 2
160A-296	Ch. 13
160A-300	Ch. 15
160A-303	Ch. 9
	9-31
160A-303 et seq.	Ch. 9, Art. II
160A-303(c)	9-36
160A-303(e)	9-37
160A-303(f)	9-40
160A-303(g)	9-33
160A-311 et seq.	Ch. 16
160A-361 160D-301	Ch. 2, Art. III, Div. 2
160A-388 160D-302	Ch. 2, Art. III, Div. 4
	2-98(f)
160A-411 160D-402; 404; 1102	Ch. 4
	Ch. 4, Art. II, Div. 2
160A-417 160D-403; 1110	4-56
	4-58
160A-417 160D-403; 1110	Ch. 4, Art. II, Div. 3
160A-435 et seq. 160D-1128	Ch. 4
160A-441 160D-1201	4-146
160A-441 et seq. 160D-1201	Ch. 4
	Ch. 4, Art. IV
160A-443 160D-1203	4-150
160A-443(5) 160D-1203	4-152
160A-443(5a) 160D-1203	4-152
160A-443(6) 160D-1203	4-153
160A-445 160F-1206	4-151


160A-446 160D-305; 1208	<u>4-150</u>
160A-446(f), 160A-446(g) 160D-305; 1208	<u>4-150</u>
160A-451 160D-304	<u>Ch. 2, Art. III, Div. 3</u>
	<u>2-76</u>
	<u>2-114</u>
160A-452 — 160A-455 160D-960	<u>2-84 — 2-87</u>
ch. 163, art. 23, ch.163, art. 24	<u>Char., § 4.1</u>
163-279(a)(1)	<u>Char., § 4.1</u>

Adopted this 1st day of June, 2021.



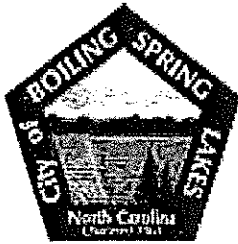
Craig M. Caster
Mayor

ATTEST:



Jane E. McMinn
City Clerk





Ordinance # 2021-07

AN ORDINANCE ESTABLISHING THE FISCAL YEAR 2022 BUDGET FOR THE CITY OF BOILING SPRING LAKES, NORTH CAROLINA.

BE IT ORDAINED by the Board of Commissioners of the City of Boiling Spring Lakes, North Carolina, that:

Section 1. The fiscal year 2022 budget covering fiscal operations during the period of July 1, 2021 – June 30, 2022, is as set forth below:

REVENUES

TAXES	\$	1,690,060
INTERGOVERNMENTAL	\$	2,681,000
RESTRICTED INTERGOVERNMENTAL	\$	48,950
PERMITS & FEES	\$	208,000
SALES & SERVICES	\$	128,000
INVESTMENT EARNINGS	\$	100
MISCELLANEOUS REVENUE	\$	14,950
TOTAL	\$	4,771,060

EXPENSES

GOVERNING BODY	\$	70,470
ADMINISTRATION	\$	859,650
ANIMAL CONTROL	\$	11,100
BUILDING AND GROUNDS	\$	282,450
PUBLIC SAFETY	\$	1,428,700
CODE ENFORCEMENT	\$	84,620
BUILDING INSPECTIONS	\$	195,050
PLANNING AND DEVELOPMENT	\$	147,825
STREET REPAIR & CONSTRUCTION	\$	906,150
DAMS/LAKES	\$	51,500
PUBLIC HEALTH MOSQUITO CONTROL	\$	5,900
SPECIAL EVENTS	\$	8,250
PARKS & RECREATION	\$	546,635
LIBRARY/COMMUNITY APPEARANCE	\$	3,000
INTERFUND TRANSFERS	\$	150,000
CONTINGENCY	\$	19,760
TOTAL	\$	4,771,060

POWELL BILL		
REVENUES	\$	314,000
EXPENSES	\$	314,000

Section 2. Specific funds appropriated for each account, and from each separate authorized fund are as indicated under the column covering each fund.

Section 3. The budget shall be administered on a departmental basis. The City Manager ("Budget Officer") shall have the authority to make amendments within departmental budgets up to \$20,000 without prior Board approval. All such amendments shall be reported to the Board of Commissioners at its next regular monthly meeting. No other changes shall be made to any portion of this Budget without prior approval from the Board.

Section 4. All public funds now held by the City and those, which will accrue to the City during the fiscal year ending June 30, 2022, shall be deposited in the following Financial Institution(s):

*Branch Banking & Trust (now Truist).
NC Cash Management Trust Fund*

Section 5. Tax Rate - The estimated revenue accruing from Ad Valorem Taxes for the fiscal year ending June 30, 2022 is based on a rate of \$ 0.282 per each \$100 valuation of real and personal property and is hereby established for the taxable period covered by this Ordinance.

Section 6. All Ad Valorem Taxes shall be due and payable on September 1, 2021, and shall become delinquent if not paid by January 6, 2022. Taxes not paid by January 6, 2022 shall be subject to the following:

- If paid after January 6, 2022, and before February 1, 2022, there shall be added to the taxes, interest at the rate of two (2%) percent.
- If paid on or after February 1, 2022, there shall be added to the 2% above, interest at the rate of ¼ of 1% per month (.75%), or fraction thereof, until the taxes have been paid in full.

Section 7. That the grade/classification list of positions for the City of Boiling Spring Lakes shall be as follows:

GRADE	CLASSIFICATION	FLSA STATUS
12	Administrative Specialist Maintenance Technician	
13	Community Center Supervisor Permit Specialist	
14	Administrative Assistant Animal Control Officer Equipment Operator	
15	Evidence and Administrative Specialist Recreation Program Specialist	
16	Fleet Mechanic Master Police Officer Police Officer Public Works Crew Leader	
17	Code Enforcement Officer I	
18	Recreation Program Supervisor	
19	City Clerk Code Enforcement Officer II Planning and Zoning Administrator Police Sergeant	
20		
21	Code Enforcement Officer III Human Resources Officer Public Works Superintendent	E E
22	Codes Administrator Police Captain	E
23		
24	Parks and Recreation Director	E
25		
26	Finance Officer Police Chief	E E
E = Exempt from the Wage and Hour provisions of the Fair Labor Standards Act (FLSA)		

Section 8. Salary Schedule – The salary schedule for FY 2022 is as follows:

GRADE	HIRING RATE	MINIMUM	MID POINT	MAXIMUM
3	20,500	21,525	25,625	30,750
4	21,525	22,601	26,907	32,288
5	22,601	23,731	28,252	33,902
6	23,731	24,918	29,664	35,597
7	24,918	26,164	31,148	37,377
8	26,164	27,472	32,705	39,246
9	27,472	28,846	34,340	41,208
10	28,846	30,288	36,058	43,269
11	30,288	31,802	37,860	45,432
12	31,802	33,392	39,753	47,703
13	33,392	35,062	41,740	50,088
14	35,062	36,815	43,828	52,593
15	36,815	38,656	46,019	55,223
16	38,656	40,589	48,320	57,984
17	40,589	42,618	50,737	60,884
18	42,618	44,749	53,273	63,927
19	44,749	46,986	55,937	67,124
20	46,986	49,335	58,733	70,479
21	49,335	51,802	61,669	74,003
22	51,802	54,392	64,753	77,703
23	54,392	57,112	67,990	81,588
24	57,112	59,968	71,390	85,668
25	59,968	62,966	74,960	89,952
26	62,966	66,114	78,708	94,449
27	66,114	69,420	82,643	99,171
28	69,420	72,891	86,775	104,130
29	72,891	76,536	91,114	109,337
30	76,536	80,363	95,670	114,804
31	80,363	84,381	100,454	120,545
32	84,381	88,600	105,477	126,572
33	88,600	93,030	110,750	132,900
34	93,030	97,682	116,288	139,545
35	97,682	102,566	122,103	146,523
36	102,566	107,694	128,208	153,849
37	107,694	113,079	134,618	161,541
38	113,079	118,733	141,349	169,619
39	118,733	124,670	148,417	178,100
40	124,670	130,904	155,838	187,005

Section 9. Mayor and Commissioner Compensation – Compensation for Mayor shall be \$2,000 annually and for Commissioners \$1,500 annually.

Section 10. Living Wage – It is the policy of the Board of Commissioners to provide a minimum living wage for all full-time city employees of Fifteen Dollars and No Cents (\$ 15.00) per hour.

Section 11. ABC Capital Contribution -- The Board of Commissioners hereby approves a transfer of \$ 10,000 ABC store profits to the ABC Capital Fund for FY 2022.

Section 12. This Ordinance is effective July 1, 2021 and expires at the end of official City business on June 30, 2022

BOARD OF COMMISSIONERS

BY: *Craig M. Caster*
Craig M. Caster, Mayor

ATTEST:

BY: *Jane E. McMinn*
Jane E. McMinn, City Clerk

DATE: *June 7, 2021*

*Approved budget with changes
@ June 1, 2021 BOC mtg.*





Resolution Opposing Proposed Tree Ordinance Reform – HB496

WHEREAS, the General Assembly is considering HB496, which would prohibit ordinances regulating the removal of trees on private property without express statutory or local act authority; and

WHEREAS, the City of Boiling Spring Lakes finds that trees are an essential and integral part of the City’s character, and recognizes that trees are a contributing factor to the aesthetic value of the City and enhancement of property values; and

WHEREAS, City officials are committed to developing environmentally sound, yet reasonable development regulations that enhance quality of life for residents and visitors, and promotes a thriving and sustainable community; and

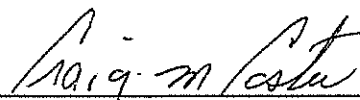
WHEREAS, the City of Boiling Spring Lakes is home to several ecologically important communities and species;

WHEREAS, the City of Boiling Spring Lakes recognizes the importance of local authority to maintain an effective stewardship of the City’s natural resources; and

WHEREAS, the City recognizes the benefits of maintaining local regulation of trees for the enhancement of flooding controls, the preservation of historic trees, the improvement of water quality, the reduction of stormwater quantity, the reduction of carbon dioxide and production of oxygen, the reduction in heat effects, and the securing of natural habitats; and

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 HB496** from becoming law

Adopted this 1st day of June, 2021.



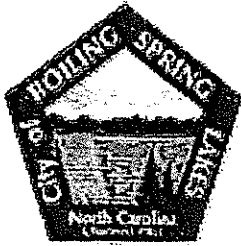
Craig M. Caster, Mayor

ATTEST:



Jane E. McMinn, City Clerk





Resolution # 6-1-2021

2021-06

RESOLUTION ACCEPTING AMERICAN RESCUE PLAN ACT

OF 2021 FUNDS

WHEREAS, The American Rescue Plan Act (a/k/a American Rescue Plan) was signed into law on March 11, 2021; and

WHEREAS, the American Rescue Plan is to assist with speeding up the recovery from the economic and health effects from the COVID-19 pandemic and ongoing recession; and

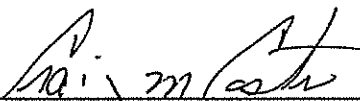
WHEREAS, part of the American Rescue Plan provides funding aid for local governments; and

WHEREAS, these funds for municipalities may be used to respond to public health emergencies with respect to COVID-19, provide premium pay to essential workers and investment in water and sewer infrastructure; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF BOILING SPRING LAKES MAYOR AND BOARD OF COMMISSIONERS:


- That the City of Boiling Spring Lakes does hereby authorize the acceptance of funds through the American Rescue Act and acknowledges funds will be issued via the State of North Carolina.
- That the City of Boiling Spring Lakes will substantially comply with all laws, rules, and regulations, pertaining thereto.

Duly adopted this the 1st day of June, 2021.



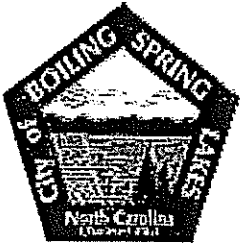
Craig M. Caster, Mayor

ATTEST:



Jane E. McMinn, City Clerk





ORDER #: 2021-16

ORDER authorizing the City Manager to accept the proposal of Highland Paving Company, LLC Leland, NC in the estimated amount of *One Hundred and Forty one Thousand Six Hundred and Twenty Five Dollars and No Cents (\$ 141,625.00)* for the road improvements to South Shore Drive and Fifty Lakes Drive.

Craig M. Caster
Mayor

ATTEST:

Jane E. McMinn
City Clerk

Date

Bidders:

Only Bid



4. An amount bid shall be entered on the bid form for every item. The amount bid for each item shall be determined by multiplying each unit bid by the quantity for that item and shall be written in figures in the "Bid Price" column of the form.
5. The total amount bid shall be written in figures in the proper place on the bid form. The total amount shall be determined by adding the amounts bid for each item.
6. Bidder will complete the work in accordance with the Contract Documents for the following price(s):

BASE BID

Bidder shall provide unit prices for the following items to complete the work in accordance with Contract Documents. The unit prices below shall include all labor, materials, overhead, profit, insurance, taxes, and miscellaneous costs as needed to complete the finished work in place in accordance with the contract drawings, project specifications and the Engineer's requirements. Any required maintenance and protection of traffic work related to the unit price work is considered to be incidental and is to be included as part of the unit price. The following items will also be used to determine pricing if the Owner chooses to change the scope of work not shown on the Contract Drawings. The Base Bid price includes the total of the Unit Price Items.

BASE BID						
NO.	LOCATION	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	BASE BID PRICE
1	Fifty Lakes Drive from George II Highway (NC87) to Cardinal Road	Bituminous Pavement Patch	3000	SY	\$ 25. ⁰⁰	\$ 75,000. ⁰⁰
2	South Shore Drive from George II Highway to Lisa Road	Bituminous Pavement Patch	2500	SY	\$ 25. ⁰⁰	\$ 62,500. ⁰⁰
3	Items No. 1 and 2 above	Bituminous Pavement Crack Seal	1500	LF	\$ 2.75	\$ 4,125. ⁰⁰
Total of Unit Price Base Bid Items						\$ 141,625. ⁰⁰
Words: ONE HUNDRED FORTY ONE THOUSAND SIX HUNDRED TWENTY FIVE ⁰⁰ / ₁₀₀						

Unit prices quoted and accepted shall apply throughout the life of the contract and to be used if the scope of the work as defined changes. Unit prices shall be applied, as appropriate, to compute the total value of the work all in accordance with the Contract Documents. Fill in all blank amounts. The failure to include Unit Price amounts may result in disqualification of the bid.

ADDITIVE ITEMS

Bidder shall provide a unit price for the following items to complete the work in accordance with Contract Documents. The unit prices below shall include all labor, materials, overhead, profit, insurance taxes, and miscellaneous costs to complete the finished work in place in accordance with the project specifications and the Engineer's requirements. Any required maintenance and protection of traffic work related to the unit price work is considered to be incidental and is to be included as part of the unit price. The following items will also be used to determine pricing if the Owner chooses to change the scope of work not listed in the Contract Documents.

ADDITIVE ITEMS				
ITEM NO.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE
1	Bituminous Pavement Milling (2" Depth x 2' Width)	7,500	LF	2.50
2	Compacted Aggregate Base Course	350	TONS	60.00
3	1" 59.5B Bituminous Surface Course	2,000	SY	7.75
4	1.5" 59.5B Bituminous Surface Course	2,000	SY	10.40
5	4" B25.0C Bituminous Base Course	2,000	SY	34.00
6	Grass Shoulder	2,000	SY	3.00
7	Pavement Notch 2.0' wide x 2" deep at street intersections and driveways	1,500	LF	5.00
8	Unpaved Driveway Repair	320	SY	20.00
9	Concrete Driveway Repair	320	SY	90.00
10	Bituminous Pavement Driveway Repair	320	SY	35.00
11	Traffic Stop Bar	4	EA	175.00
12	Roadway Centerline Stripe	22,000	LF	0.50
13	Roadway Edge Line Strip	44,000	LF	0.25
14	Unsuitable Subgrade Removal	50	CY	50.00

Unit prices quoted and accepted shall apply throughout the life of the contract and to be used if the scope of the work as defined changes. Unit prices shall be applied, as appropriate, to compute the total value of the work all in accordance with the Contract Documents. Fill in all blank amounts. The failure to include Unit Price amounts may result in disqualification of the bid.

ARTICLE 6 - TIME OF COMPLETION

6.01 Bidder agrees that the Work will be substantially complete within 75 calendar days after the date when the Contract Times commence to run as provided in the Modified General



ORDER #: 2021-17

ORDER authorizing the Mayor to execute an employment agreement with Michael L, Hargett to serve as Interim City Manager effective June 1, 2021.

Craig M. Caster
Mayor

ATTEST:

Jane E. McMinn
City Clerk

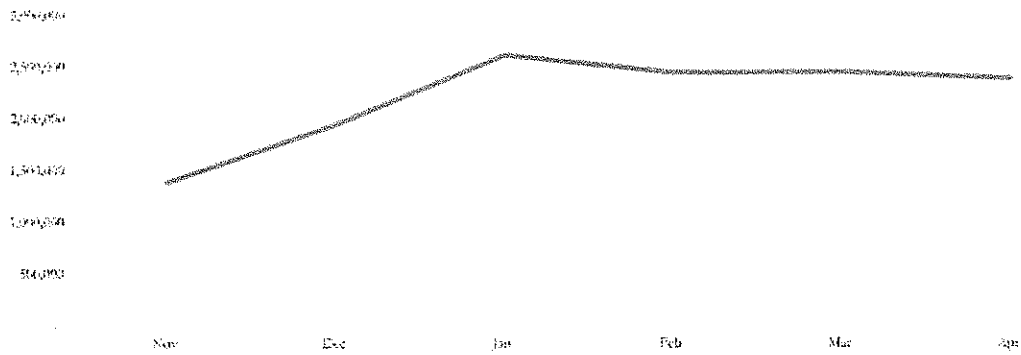
DATE

June 1, 2021



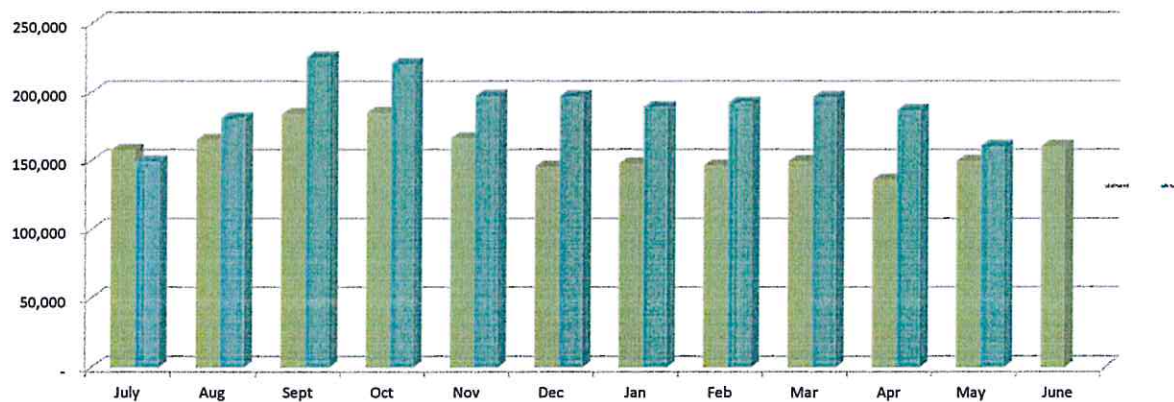
City Manager's Report – Cash/Investments

\$ 2,393,851 as of 4/30/21



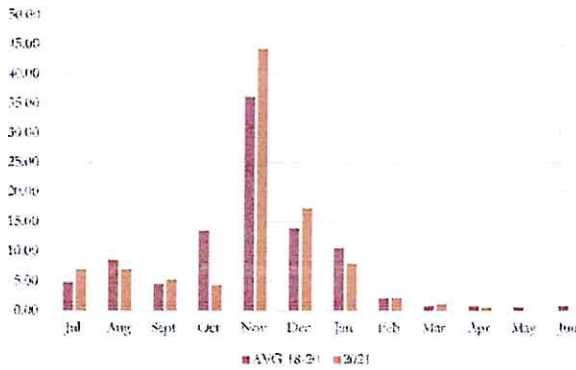
City Manager's Report – Sales Tax Revenue

25.6% (\$ 419,732) ahead of schedule after 11 months

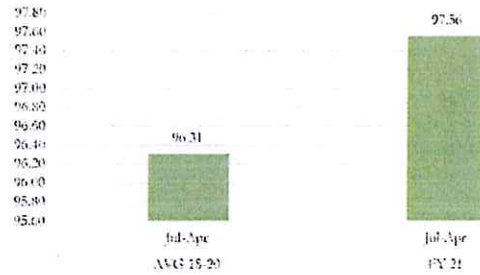


City Manager's Report Property Tax Collections

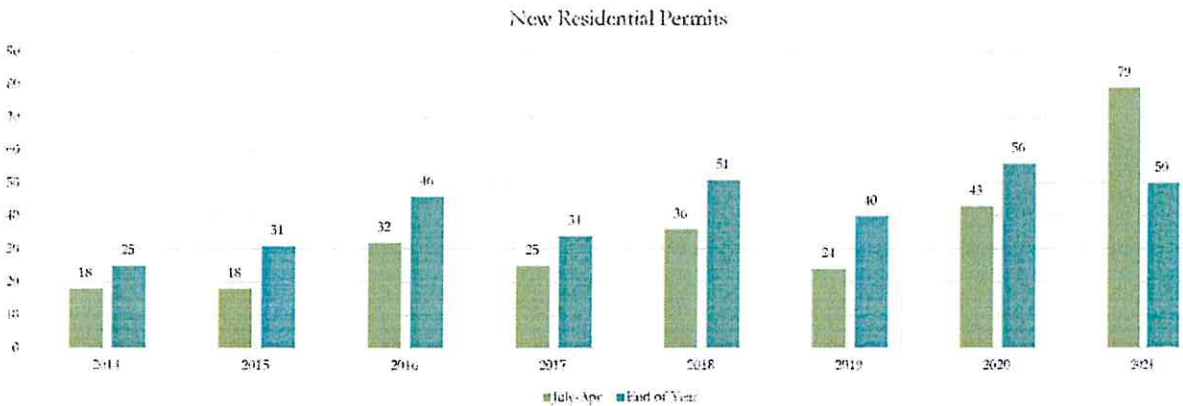
Property Tax Collection % by Month



TO DATE % COLLECTED
COMPARISON



City Manager's Report – New Housing Permits *thru 4/30/21*



Police Department Renovation Update

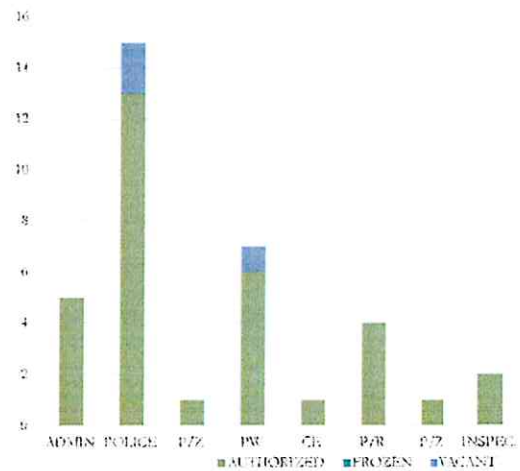
Anticipated Project Schedule:	Date	Time
Issue/Advertise RFP Q in official advertising publications	May 5, 2021	
Pre-submittal Meeting	May 19, 2021	10:00 AM
Deadline for written questions and clarifications	May 28, 2021	2:00 PM
Statement of Qualification Proposals must be submitted electronically to:	June 9, 2021	2:00 PM
Owner completes qualification evaluation to establish a shortlist of firms remaining. Owner notifies shortlisted firms and schedules interviews (if required)	June 16, 2021	
Complete interviews of short-listed firms	TBD	
Notify selected Design-Build firm, begin contract negotiations	June 23, 2021	
Complete contract negotiations with selected firm	June 30, 2021	
Board of Commissioners award contract	July 6, 2021	
Contract Approval	July 7, 2021	
Notice to Proceed	July 14, 2021	
Project Substantial Completion	July 1, 2022	



CITY PERSONNEL

FULL TIME POSITIONS - 37

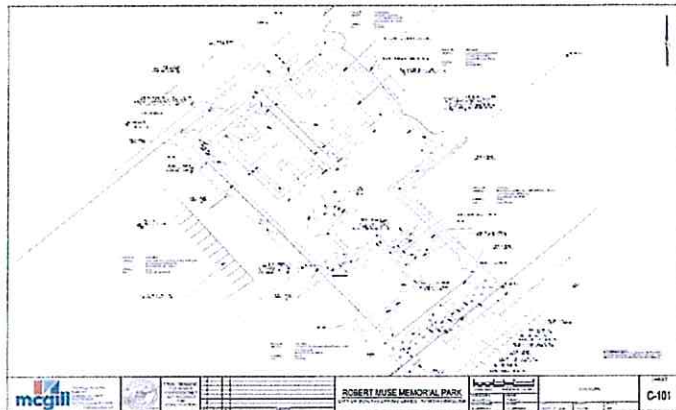
- **MAPS Salary Study**
 - Financial issues contained in FY 22 Budget
 - Board to consider revised Personnel Policy at July meeting.
- **Public Works - Vacancies**
 - Vacancy - Maintenance Tech.
- **Police Department**
 - Vacancy - (3) Police Officers; (3) applicants going through process prior to job offer.
 - Sgt. Wendy Hager returning to BSL PD on 6/7



Muse Park Upgrade

Robert Muse Park Schedule

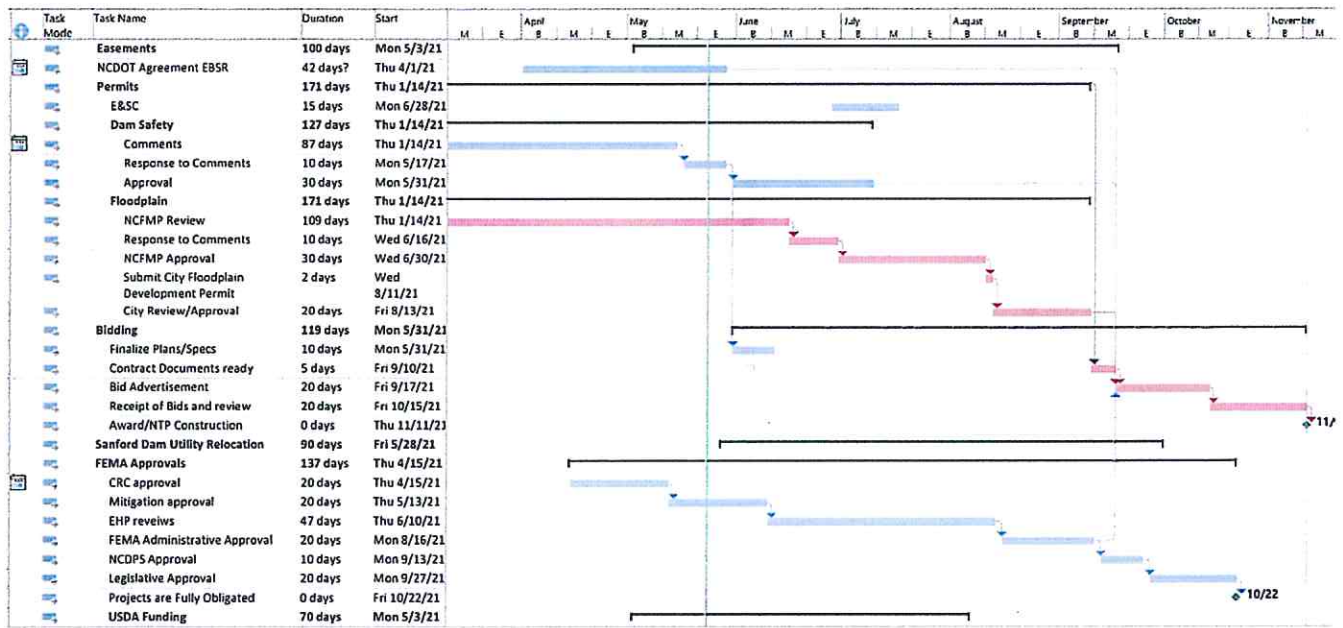
April 21-28	Take Down Fence and Perform Erosion Control Measures
April 26-30	Complete Erosion Control, Demo Picnic Shelter and Concrete
April 28	State Erosion Control Inspection
April 29-30	Begin Site Grading and haul off picnic shelter and courts
May 3-14	Compaction test and start importing fill and grading site
May 17-21	Begin Grading site in prep for stone under walking paths and courts
May 24-28	<p>Pour picnic benches and light Pole bases</p> <p>Fine grade and compact stone in prep for paving</p> <p>Install conduit for light poles</p>
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 site fence



Paving/Repaving

- Bids opened June 1, 2021.

Critical Path

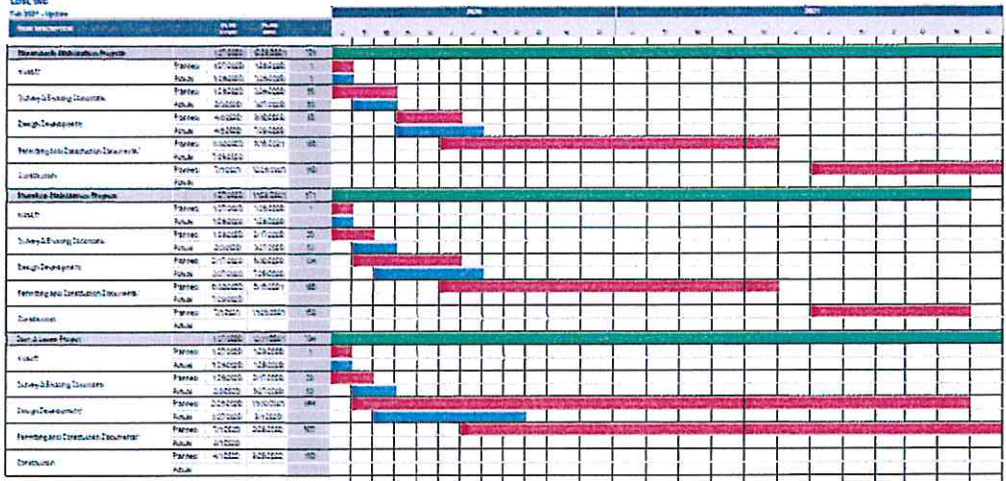


Projected City Cost Share

Description	Improved Project Cost ¹	Project Contingency	Engineering Costs ³	FEMA Eligible Cost w/CEF	Potential Mitigation ⁴	City's Share
SD ^{5a}	\$ 25,000,264.20	\$ 2,380,903.92		\$ 8,089,462.00	\$ 6,578,062.00	\$ 12,713,644.12
ULD ^{5a}	\$ 1,848,246.01	\$ 146,674.60		\$ 688,650.00	\$ 678,235.00	\$ 628,035.61
NLD ^{2a}	\$ 1,410,560.89	\$ 113,106.09		\$ 14,264.32	\$ 830,539.31	\$ 678,863.35
PLD ^{2a}	\$ 1,148,907.11	\$ 97,740.71		\$ 128,521.00	\$ 731,771.66	\$ 386,355.17
Utlines: Relocate SD						\$ 750,000.00
Easement Plans			\$ 12,000.00			\$ 12,000.00
Design and Permitting (FOI)			\$ 2,018,908.00			\$ 2,018,908.00
ER and PER			\$ 21,416.50			\$ 21,416.50
Construction RPR			\$ 1,397,823.49			\$ 1,397,823.49
QA Testing			\$ 1,532,538.05			\$ 1,532,538.05
Construction Admtn.			\$ 2,135,417.40			\$ 2,135,417.40
Post Const.			\$ 284,685.00			\$ 284,685.00
LOMR Prep & Submittal			\$ 16,302.00			\$ 16,302.00
LOMR Reviews fees						\$ 15,000.00
Capitalized Interest (during construction)						\$ 1,320,000.00
Local Legal Fees						\$ -
Bond Council Fees						\$ 12,500.00
Owner Adm. Costs						\$ -
NC General Assembly contribution						\$ (12,000,000.00)
TOTAL	\$29,407,978	\$ 2,738,425.32	\$ 7,419,090.44	\$8,920,897	\$8,818,608	\$11,923,489

USDA-NRCS STORM DEBRIS REMOVAL PROJECT – June 21 Update

USDA-NRCS EWP Engineering Services
City of Escondido Springs Lakes
DBAL INC



- All permits have been received.
- Project to be bid out on

DBAL Inc. is not responsible for the accuracy of the information provided in this chart. The user is responsible for the accuracy of the information provided. The user is responsible for the accuracy of the information provided. The user is responsible for the accuracy of the information provided.