



**City of Boiling Spring Lakes  
Board of Commissioners Special Meeting  
June 29, 2021  
City Hall – 6:30 p.m.**

**PLEASE TURN OFF CELL PHONES**

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

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

**2. Attendance ~**

|                                      |                             |
|--------------------------------------|-----------------------------|
| Mayor Craig Caster                   | Commissioner Tom Guzulaitis |
| Commissioner Teagan Hall             | Commissioner Dana Witt      |
| Interim City Manager Michael Hargett | Commissioner Bill Clark     |
| City Clerk Jane McMinn               |                             |

**3. Mayor Caster opened the Special Meeting for review and discussion of Ordinance #1 and Ordinance #2.**

- a. **Ordinance** ~ Amending the Fiscal Year 2021 Budget for the City of Boiling Spring Lakes, North Carolina. (Ordinance #1)
- b. **Ordinance** ~ Amending the Fiscal Year 2021 Budget for the City of Boiling Spring Lakes, North Carolina. (Ordinance #2)

City Manager Hargett explained this is part of the year-end close out. These ordinances document what has taken place verses what was anticipated throughout the year. We have identified additional areas that required adjustments to be made to cover those particular areas in preparation of the year-end audit.

The second Ordinance appropriates funds that was received from various grants and a large fund balance appropriation in anticipation of much of that money to be reimbursed by FEMA to replenish the General Fund.

- c. A *motion* was made by Commissioner Guzulaitis, a *second* by Commissioner Hall approving *Ordinance #1 Amending the Fiscal Year 2021 Budget for the City of Boiling Spring Lakes, North Carolina.*

***Motion Carries ~ 5 ~ 0***

d. A *motion* was made by Commissioner Witt, *second* by Commissioner Hall  
Approving **Ordinance #2 Amending the Fiscal Year 2021 Budget for the City of Boiling  
Spring Lakes, North Carolina.**


*Motion Carries ~ 5 ~ 0*

4. **Adjourn ~**

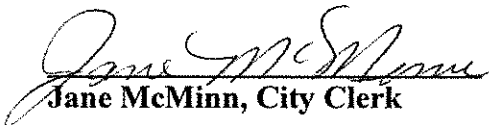
A *motion* was made by Commissioner Guzulaitis, a *second* by Commissioner Clark to  
adjourn the Board of Commissioners Special Meeting of June 29, 2021.

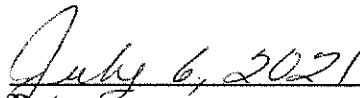
*Motion Carries ~ 5 ~ 0*

The Board of Commissioners meeting adjourned at 6:20 PM

  
\_\_\_\_\_  
Craig M. Caster, Mayor

ATTEST:

  
Jane McMinn, City Clerk

  
\_\_\_\_\_  
Date





Ordinance # 2021-08

**AN ORDINANCE AMENDING THE FISCAL YEAR 2021 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:

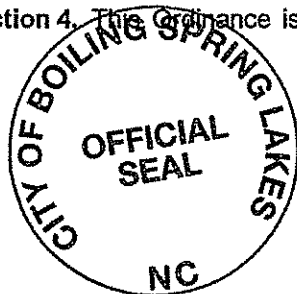
**Section 1.** The fiscal year 2021 budget covering fiscal operations during the period of July 1, 2020 – June 30, 2021, was set forth by Ordinance,

**Section 2.** The budget shall be administered on a departmental basis. The City Manager (Budget Officer) shall have the authority to make amendments for the purpose of year end closeout without prior Board approval. All such amendments shall be reported to the Board of Commissioners at its next regular monthly meeting.

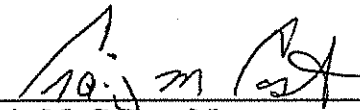
**Section 3.** Accounts to be amended by this ordinance are as follows:

| Account number | Account description           | Department           | Increase          | Increase          |
|----------------|-------------------------------|----------------------|-------------------|-------------------|
| 10-345-00      | Sales Tax Revenue             | General Fund Revenue |                   | 164,000.00        |
| 10-301-00      | Current Year Ad Valorem       | General Fund Revenue |                   | 31,000.00         |
| 10-410-55      | Vehicle Tax Collection Fees   | Governing Body       | 3,500.00          |                   |
| 10-420-02      | Salaries                      | Administration       | 35,000.00         |                   |
| 10-420-60      | FEMA Reimbursement (Florence) | Administration       | 50,000.00         |                   |
| 10-420-61      | USDA-NRSC Grant               | Administration       | 25,000.00         |                   |
| 10-530-02      | Salaries                      | Code Enforcement     | 2,500.00          |                   |
| 10-540-02      | Salaries                      | Building Inspections | 8,000.00          |                   |
| 10-540-14      | Travel / Training             | Building Inspections | 2,000.00          |                   |
| 10-550-02      | Salaries                      | Planning             | 4,000.00          |                   |
| 10-560-03      | Part Time Salaries            | Streets              | 5,000.00          |                   |
| 10-999-00      | Contingency Fund              | General Fund         | 60,000.00         |                   |
|                |                               |                      | <b>195,000.00</b> | <b>195,000.00</b> |

**Section 4.** This Ordinance is effective June 29, 2021.

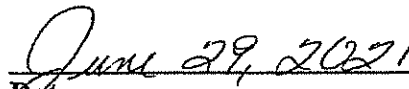


**BOARD OF COMMISSIONERS**

  
\_\_\_\_\_  
Craig M. Caster, Mayor

**ATTEST:**

  
\_\_\_\_\_  
Jane E. McMinn, City Clerk

  
\_\_\_\_\_  
Date



Ordinance # 2021-09

**AN ORDINANCE AMENDING THE FISCAL YEAR 2021 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 2021 budget covering fiscal operations during the period of July 1, 2020 – June 30, 2021, was set forth by Ordinance,

**Section 2.** Accounts to be amended by this ordinance are as follows:

| Account number | Account description            | Department           | Debit               | Credit              |
|----------------|--------------------------------|----------------------|---------------------|---------------------|
| 10-349-20      | COVID CARES funding            | General Fund Revenue |                     | 105,000.00          |
| 10-350-00      | USDA - NRCS                    | General Fund Revenue |                     | 132,000.00          |
| 10-393-02      | Water Assessments              | General Fund Revenue |                     | 11,000.00           |
| 10-399-00      | Fund Balance Appropriated      | General Fund Revenue |                     | 873,500.00          |
| 10-999-00      | Contingency                    | General Fund         |                     | 115,422.00          |
| 10-420-04      | Professional Services          | Administration       | 35,000.00           |                     |
| 10-420-09      | Unemployment Compensation      | Administration       | 2,000.00            |                     |
| 10-420-10      | Retiree Supplemental Insurance | Administration       | 4,000.00            |                     |
| 10-420-45      | Contracted Services            | Administration       | 6,000.00            |                     |
| 10-420-57      | Miscellaneous                  | Administration       | 11,000.00           |                     |
| 10-420-60      | FEMA Expenditures FLORENCE     | Administration       | 720,000.00          |                     |
| 10-420-61      | USDA - NRCS                    | Administration       | 133,500.00          |                     |
| 10-420-62      | COVID Expenditures             | Administration       | 132,000.00          |                     |
| 10-420-63      | Parks & Rec COVID              | Administration       | 5,922.00            |                     |
| 10-500-12      | PD Repairs                     | Buildings & Grounds  | 2,000.00            |                     |
| 10-500-15      | CH Repairs                     | Buildings & Grounds  | 10,500.00           |                     |
| 10-510-04      | Professional Services          | Police               | 35,000.00           |                     |
| 10-510-72      | Non-Capital                    | Police               | 35,000.00           |                     |
| 10-510-74      | Capital Outlay                 | Police               | 25,000.00           |                     |
| 10-560-15      | Street Repairs                 | Public Works         | 50,000.00           |                     |
| 10-570-04      | Professional Services          | Dams & Lakes         | 30,000.00           |                     |
|                |                                |                      | <b>1,236,922.00</b> | <b>1,236,922.00</b> |

**Section 3.** This Ordinance is effective June 29, 2021.

**BOARD OF COMMISSIONERS**

\_\_\_\_\_  
Craig M. Caster, Mayor



ATTEST:

\_\_\_\_\_  
Jane E. McMinn, City Clerk

\_\_\_\_\_  
Date