



**Board of Commissioners Regular Meeting Minutes
Tuesday, March 3, 2026, at 6:30 PM
City Hall**

1. Call to Order

Mayor Winecoff called the meeting to order at 6:30 pm.

Attendance:

Mayor Jeff Winecoff
Commissioner Kim Sherwood
Commissioner Todd Ausborn
Commissioner Teagan Hall
City Manager Gordon Hargrove
Assistant City Manager Nicole Morgan
Police Chief Kevin Smith
Jim Stachura, Stormwater Engineer
Sara Goodwin, Parks and Rec. Director
Brandon Stevens, Finance Director
City Clerk Tanya Shannon
Absent: Commissioner Justin Lovin

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Approval of the Regular Agenda

Commissioner Sherwood moved to approve the agenda with two amendments: adding item 11.4 under New Business to name the new Library/Senior Center Building, and tabling agenda item 10.1, General Text Amendments to the UDO under Old Business, indefinitely. Seconded by Commissioner Ausborn. **Vote 4-0; Motion Carried.**

Commissioner Hall moved to excuse Commissioner Lovin, and Commissioner Ausborn seconded. **Vote 4-0; Motion Carried.**

4. Potential Conflict of Interest/Association Disclosure

No BOC member indicated any conflict or association with any item on this evening's agenda.

5. Swearing in of Officer Jeff Prevost

6. Public Comments

1. Joene Conley, 1122 Turn Lakes Dr., The BSL Friends of Parks and Recreation have finalized the layout for the Venus Flytrap trail, marking the optimal path and observation platform. To reduce costs, the raised section was shortened from 150 ft to 85 ft, creating a more scenic, winding trail that passes through wet, wooded areas to the pond. A bid of \$52,000 was received from Modular Trail Systems for a prefabricated boardwalk and platform, though this does not include installation or signage. The group is now seeking grants to fund the project and has partnered with Southern Conservation Partners as a fiscal sponsor while awaiting 501 (c) (3) status. Additional fundraising events, such as the Spring Fling Venus Flytrap festival and merchandise sales at local events, are also planned.
2. Edgar Young, 1284 Goldsboro Rd., rescinded his request to comment.

7. Consent Agenda

- 7.1 Approval of BOC Minutes
 - Jan. 26 Budget Goals
 - Feb. 3 Regular Meeting
- 7.2 Public Works
- 7.3 Public Safety / Animal Control
- 7.4 Parks & Recreation Department
- 7.5 Finance Department
- 7.6 Planning, Zoning & Code Enforcement
- 7.7 Building Inspections
- 7.8 Stormwater Department

8. Committee/ Board Report and Minutes

8.1 BSL Fire/ Rescue – no report

8.2 Planning Board

In the absence of Chair Launderville, the City Clerk read the report. Mr. Wes MacLeod presented the results of the Public Input Meeting held on January 28 at the Community Center. We reviewed Chapter 4 of the Comprehensive Land Use Plan and provided him with the Board's input. We were also given Maps showing our Recreational Facilities, Traffic Counts, and Crash sites.

8.3 Parks and Recreation Advisory Board

Ms. Robin Balda announced that the Library/Senior Center continues to be well-stocked. The chili cookoff, held on February 21, featured 13 chili masters and 30 tasters. The group was awarded the Rural Operating Assistance grant. OSAD Day was opened to middle school students, with two signing up. Summer camp enrollment opens on March 16. The Board's focus areas include supporting the Friends of Parks and Recreation Board, sharing information on social media to increase program visibility, and forming a teen focus group to help create enjoyable and engaging opportunities. Efforts are being made to distribute information to schools, including Southport Christian and Charter Schools.

8.4 Special Events Committee

Chair Hogan said they have been busy preparing for the Eggstravaganza on Saturday, March 21, at Spring Lake Park. Starting time is 10:00 a.m. We will have 2 age groups, 0-5 and 6-10, looking

for 2,000 eggs. There will be prizes, face painting, and a D&J Sweets ice cream truck will also be there, along with the Easter Bunny for pictures. We also discussed at our February Meeting putting up bows at the High School Senior parade, which we have done since Covid. Hoping for a bright and sunny day for our Easter Egg Hunt. Hope to see everyone there, even if you just stop by and say hi!

8.5 Library Commission

Chair Kuzian reported that the shelving has been stained and installed. She displayed the donation bank, which will soon be set up at the Library. Internet service is still pending, but is expected to be connected shortly. Parks and Recreation plans to have the building open from 9:00 a.m. to 3:00 p.m., Monday through Friday, and representatives attended our meeting to discuss ways they can utilize the library. We have been working diligently to shelve books and prepare them for checkout. Nearly all Library materials, including all books, have been moved to the new building. Chair Kuzian expressed her gratitude to the Board for providing additional funds for the Library. She also noted that a grant application has been submitted to Focus to help address our financial needs.

9. City Manager's Monthly Report

Mr. Hargrove provided an update on several ongoing initiatives:

- He commended the staff for their diligent efforts in continuously working on their departmental budgets, ensuring that each is prepared thoroughly and on schedule for presentation.
- Mr. Hargrove reported that the Sanford Dam project remains on schedule, with all aspects progressing as planned. He noted that the team overseeing the project is maintaining high standards, and no significant issues have been encountered.
- Additionally, Mr. Hargrove shared positive news regarding the kitchen facility in the Library/Senior Center. The kitchen has successfully passed all required inspections, which is a significant milestone for the building. He expressed satisfaction with the overall progress and stated that operations within the building are running smoothly.

Overall, Mr. Hargrove conveyed a sense of optimism and confidence in the ongoing projects and the staff's commitment to excellence.

10. Old Business

10.1 General Text Amendments to the UDO- tabled indefinitely

10.2 Conditional Zoning Text Amendment

Mr. Ron Satterfield- Direct of Planning Services with Anchorpoint Planning gave an overview of the proposed Amendment. The Board is considering allowing more flexibility for future projects that blend commercial and residential uses. Staff recommend adding Conditional Zoning as a tool to help balance flexibility with protecting commercial areas. The Planning Board reviewed and recommended approval of this amendment, which was further discussed in a joint workshop and revised accordingly. Conditional zoning allows site-specific standards for

development after rezoning. Traditionally, such conditions required a complex quasi-judicial process, which can be confusing and burdensome for applicants, staff, and the public. Conditional zoning offers a more straightforward alternative.

A motion was by Commissioner Hall to adopt the Ordinance for approval of the Conditional Zoning Text Amendment. Seconded by Commissioner Sherwood. ***Vote 4-0 Motion Carried.***

10.3 Ordinance to Amend Chapter 10, Article III City Code of Ordinances-Smoking/ Tobacco Usage

Ms. Morgan provided an overview of the proposed text amendment. The City is seeking to amend Chapter 10, Article III of the City's Code of Ordinances by adding Sec. 10-71, which would prohibit the use of tobacco products in City parks. The police department will be responsible for enforcing the provisions of Chapter 10. In addition to having the authority to eject from any park any person violating Chapter 10, any section of the Code, or any State law, violations of Sec. 10-71 may also result in a civil penalty of \$100.00, as outlined in the fee schedule. Upon adoption, appropriate signage will be posted in City parks to notify the public of this prohibition.

Commissioner Hall moved to adopt the Ordinance amending Chapter 10, Article III of the City Code on Smoking and Tobacco Usage in City Parks. ***Vote 4-0; Motion Carried.***

10.4 Ordinance to Amend Article 7, Section 7-40 Lot Drainage Plans

Ms. Morgan explained that a public hearing about the proposed change to Article 7 of the Unified Development Ordinance (UDO) was held on January 6, 2026. At their February 3, 2026 meeting, the Board of Commissioners talked about the proposed change, saying that a customized approach, not a one-size-fits-all solution, should be used. They said requirements should be specific to each site and some wording should be clearer. The Board of Commissioners rejected the proposed change. Staff was told to rewrite the language to better explain what "standalone lots" means and when a detailed plan might be needed, and to do more research for further discussion about a the elevation requirement. Following these instructions, staff added the definition of "standalone lots" to the proposed change, made it clear that drainage plans do not have to be detailed unless the City's Stormwater Engineer requires it based on the site, and completely removed the finished floor height requirement in Section 7-40-3(C) for more study.

Commissioner Ausborn asked what the process would be to amend the ordinance and add the finished floor elevation again after more study. Ms. Morgan said it depends on what the Board decides. If the Board makes it a separate ordinance, the same process would be followed. If it is to be included in the Unified Development Ordinance, it would go to the Planning Board for review and recommendation.

Ms. Morgan explained that the entire city is under the county's jurisdiction for stormwater control but it is only triggered in certain instances. She said on stand-alone lots it is very rare that it will trigger requiring a county stormwater permit. Mayor Winecoff clarified that this will just add more protection for the city's stormwater control.

Commissioner Sherwood said the city will now work with various sources to make the rules more specific and precise. Ms. Morgan agreed, saying the process will be tailored to each situation, not a one-size-fits-all approach.

Commissioner Ausborn moved to adopt Ordinance 10.4, amending Article 7, Section 7-40, Lot Drainage Plans, as presented. The motion was seconded by Commissioner Hall. **Vote 4-0; Motion Carried.**

11. New Business

11.1 Appointment to the Board of Adjustment. – 3- year term.

Only one applicant applied for the position. Commissioner Hall moved to reappoint Mr. Rodney Dean to the Board of Adjustment for a 3-year term and seconded by Commissioner Sherwood. **Vote 4-0; Motion Carried.**

11.2 Appointments to the Planning Board– 1 Voting Member and a Second Alternate Position. 2- year terms.

- Stephanie Hanson
- Chris Sekula
- Hazel La Coste

Commissioner Sherwood moved to reappoint Ms. Stephanie Hanson as a voting member for a 2-year term and Ms. Sekula as the 2nd Alternate for a 2-year term. The motion was seconded by Commissioner Hall. **Vote 4-0; Motion Carried.**

11.3 Appointments to the Library Commission- 2 alternate positions. 3- year terms.

- Carolyn Doshier
- Kathryn Haves
- Cheri Funk

Commissioner Hall moved to appoint Ms. Carolyn Doshier as 1st Alternate and Ms. Kathryn Haves as 2nd Alternate for two-year terms. The motion was seconded by Ms. Sherwood. **Vote 4-0; Motion Carried.**

11.4 Name the new Library/Senior Center Building

Commissioner Sherwood made a statement verbatim:

“A building’s name should be intuitive.

Libraries are far more than buildings that house books — they are centers of lifelong learning, technology access, literacy, and community engagement. A strong library provides children with early reading opportunities, supports students with research and homework resources, offers internet access for those who may not have it at home, and creates educational programming for adults of all ages. It becomes a gathering place

where ideas are shared, skills are developed, and neighbors connect.

At the same time, Boiling Spring Lakes has a significant and growing senior population. Including "Senior Center" in the name ensures the building clearly reflects our commitment to providing programs, social opportunities, health education, and a welcoming space specifically designed to reduce isolation and enhance quality of life for our older residents.

*Naming the facility the **Joan Kinney Library and Senior Center** honors Joan Kinney's legacy while clearly defining the building's dual purpose — a place dedicated to knowledge, connection, service, and community for all generations."*

Commissioner Sherwood made a motion to name the new facility the Joan Kinney Library and Senior Center. Seconded by Commissioner Ausborn. **Vote 4-0; Motion Carried.**

12. Mayor and Commissioners Reports

Commissioner Ausborn shared that the Library Commission has been tirelessly preparing the Library for its grand opening. He also extends heartfelt prayers to all the Soldiers serving in the Middle East.

Commissioner Hall said she hopes everyone took the time to vote today. She mentioned that all the Boards, Committees, and Commissions are busy and everyone is actively working on the budget. She also shared that they recently attended the Town and State Dinner, which was a great chance to connect with Representatives and local communities.

Commissioner Sherwood- no report

Mayor Winecoff said that it is always good to meet with State and Local Representatives at special events, as well as with other local leaders, to learn about their operations and share ideas about what works and what does not. He mentioned that at the last Rural Transportation Advisory Committee meeting, members oversaw current projects and discussed future initiatives. He was honored to be elected as Chair, noting that it is important to have a representative from the City and expressing his excitement to move things forward. He concluded by wishing everyone a happy upcoming St. Patrick's Day.

13. Announcements

- 13.1 Summer Camp Registrations Starts for Residents March 16 & Non-Residents March 17.
- 13.2 Red Cross Blood Drive Community Center 9-2 pm March 17.
- 13.3 Brunswick County Bookmobile at the Community Center March 18.
- 13.4 Citizens Forum City Hall at 6:00 pm March 19.
- 13.5 Eggstravaganza Easter Egg Hunt at Spring Lake Park 10:00 am on March 21.
- 13.6 Next BOC Meeting April 7th.

14. Closed Session

Mayor Winecoff requested a motion to enter into closed session per § 143-318.11 To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege.

A motion was made by Commissioner Sherwood to enter into Closed Session and seconded by Commissioner Ausborn. **Vote 4-0: Motion Carried. -7:04 pm**

Commissioner Sherwood moved to end the Closed Session Commissioner Hall seconded. **Vote 4-0; Motion Carried.** Commissioner Sherwood moved to return to the Open Session, with Commissioner Hall seconding the motion. **Vote 4-0; Motion Carried.**

Commissioner Hall stated that no action was taken in closed session.

In regard to Pine Lake Dam reconstruction.

Commissioner Sherwood made a motion that the board will not pursue the errors and omissions process through FEMA independently. If McGill chooses to pursue that process, the board will support them, but only at McGill's expense. Seconded by Commissioner Hall. **Vote: 4-0. Motion carried.**

Adjourn: A motion was made by Commissioner Sherwood to adjourn and seconded by Hall. **Vote 4-0; Motion Carried.**

Adjourn– 7:28 pm

Jeff Winecoff, Mayor

Tanya Shannon, City Clerk