Town of Spring Lake

BOARD OF COMMISSIONERS
Fredricka Sutherland, Mayor Pro Tem
Tony Burgess, Commissioner
Soña L. Cooper, Commissioner
Jackie Jackson, Commissioner
Adrian Thompson, Commissioner

CHARTERED IN 1951

OFFICE OF THE MAYOR
Kia Anthony, Mayor

ADMINISTRATION
Dennis English Jr., Interim Town Manager
Carly Autry, Town Clerk
Michael R. Porter, Town Attorney

Board of Commissioners Regular Meeting Agenda
Monday, August 10, 2026
6:00 PM
Grady Howard Conference Room

The public may view the live Board of Commissioners Meeting on the Town's YouTube Channel: www.townofspringlake.com

1. **CALL TO ORDER**
2. **INVOCATION AND PLEDGE OF ALLEGIANCE** – Co. Pastor Thomas
3. **ADDITIONS AND DELETIONS**
4. **APPROVAL OF AGENDA**
5. **APPROVAL OF CONSENT ITEMS**
    a. Draft Minutes of June 16, 2026, Special Meeting
    b. Draft Minutes of June 22, 2026, Work Session
    c. Draft Minutes of June 29, 2026, Special Meeting
    d. Draft Minutes of July 8, 2026, Special Meeting
    e. Draft Minutes of August 3, 2026, Special Meeting
6. **PUBLIC COMMENTS (Limit 3 minutes per speaker)**
7. **PRESENTATIONS**
    a. Child Advocacy Center (CAC) – John Webster, Executive Director
    b. Sista Soul Fest – Ayreka Plowden
    c. Consolidated Annual Performance and Evaluation Report (CAPER) – Rayshonia (Ray) Manuel, Community Development Director, Cumberland County Community Development
    d. Appearance & Sustainability Committee Annual Report (FY 2025–2026) – Cynthia Wilt, Appearance Committee

8. OLD BUSINESS

a. Update on Kiosks – Interim Town Manager Dennis English

b. Piedmont Natural Gas Contract – Mayor Kia Anthony & Interim Town Manager Dennis English

9. NEW BUSINESS

a. Resolution 2026-14; Resolution Declaring Surplus of Personal Property – Finance Director James Overton & Mayor Kia Anthony

b. Resolution 2026-15; Resolution Declaring Certain Real Property as Surplus and Authorizing the Negotiated Sale of Such Property Pursuant to NCGS §160A-269 – Finance Director James Overton & Mayor Kia Anthony

c. Minimum Bid for Foreclosure Sale – Spring Lake Property Acquisitions (SLPA) – Finance Director James Overton & Hutchens Law Firm

d. Award of Contract – Wapiti Drive Storm System Improvements – Finance Director James Overton

e. Budget Amendment (BA-1) FY2027 – Finance Director James Overton

f. Budget Amendment (BA-2) FY2027 – Finance Director James Overton

g. Ordinance 2026-05; An Ordinance Amending the Town of Spring Lake FY2026-2027 Rate and Fee Schedule to Revise Special Event Vendor and Food Truck Fees – Mayor Kia Anthony

h. Discussion Regarding Zoning Ordinance Chapter 42. Article III. – Permitted and Special Uses. Sec.42-66. – Individual Uses (b) – Commissioner Jackie Jackson

i. Discussion Regarding the Creation of Special Events Planning Committee – Mayor Kia Anthony

j. Leader's Legacy Recognition Program – Interim Town Manager Dennis English

k. Update on Veterans Park Grant – Interim Town Manager Dennis English

l. State Budget Allocation – Interim Town Manager Dennis English

m. Locally Administered Projects Program (LAPP) Grant Update – Interim Town Manager Dennis English

n. Mayor's Report – Mayor Kia Anthony

o. Board of Commissioners Report – Town of Spring Lake Board of Commissioners

p. Manager's Report – Interim Town Manager Dennis English

q. Town Attorney Report – Town Attorney Michael Porter

10. CLOSED SESSION

a. Pursuant to NCGS §143-318.11(a)(1) – Confidentiality – Closed Session Minutes

b. Pursuant to NCGS §143-318.11(a)(3) – Attorney-Client Privilege

c. Pursuant to NCGS §143-318.11(a)(4) – Economic Development

11. ADJOURNMENT

Town of Spring Lake
Special Meeting of the Board of Commissioners
Municipal Building
300 Ruth Street
Spring Lake, NC 28390

June 16, 2026 **MINUTES** 11:00 am

The Spring Lake Board of Commissioners held a Special Meeting in the Grady Howard Conference Room of the Spring Lake Municipal Building with Mayor Kia Anthony presiding.

Board Members Present:	Mayor Pro Tem Fredricka Sutherland
	Commissioner Tony Burgess
	Commissioner Soña L. Cooper
	Commissioner Jackie Jackson
	Commissioner Adrian Thompson

Others Present:
Carly Autry, Town Clerk
Dennis English Jr., Interim Town Manager
Assistant Fire Chief Jonathan Faircloth, Spring Lake Fire Department
Police Chief Errol Jarman, Spring Lake Police Department
James Overton, Finance Director
Trina Whitfield, Human Resources Manager

1. CALL TO ORDER

Mayor Anthony declared a quorum and called the meeting to order.

2. OPEN SESSION

a. Budget Workshop

Mr. Overton presented the proposed FY2026–2027 budget totaling approximately $18.6 million. He explained that the budget includes the General Fund ($10.246 million), Capital Reserve Fund ($144,000), Water and Sewer Fund ($5.9 million), Stormwater Fund ($500,000), Sanitation Fund ($930,000), Retiree Health Insurance Fund ($82,000), and the Spring Lake Property Acquisition (SLPA) Fund ($79,000). Mr. Overton noted that the Capital Reserve Fund is used to set aside funds for future equipment purchases. He further explained that the SLPA Fund is dependent upon the sale of Town-owned property and that any proceeds received above the amount needed to reimburse the Town would be beneficial to the Town's finances.

In response to a question from Mayor Anthony regarding a decrease of approximately $600,000 in certain fund balances, Mr. Overton explained that the reduction was primarily attributable to capital outlay expenditures. He noted that the Stormwater Fund reflected the planned purchase of a street sweeper, while the Sanitation Fund included the purchase of garbage trucks and dumpsters. He also stated that the prior year's General Fund budget included anticipated loan proceeds for police vehicles that were not received, requiring the Town to purchase replacement vehicles with cash in the upcoming fiscal year.

Mr. Overton further explained that the increase in the SLPA Fund was related to the previous year's allocation of funds to satisfy obligations to Truist Bank and associated legal expenses. He stated that the Town is pursuing the transfer of certain property from SLPA back to the Town through a foreclosure process, after which the property could be declared surplus and offered for sale. Mr. Overton noted that proceeds from the sale would be used to reimburse the Town and expressed hope that the sale would generate revenue exceeding the amount owed.

FIRE DISTRICT TAX REVENUE

Mr. Overton reviewed General Fund revenues and noted that the proposed budget includes $647,507 in revenue from Cumberland County for fire protection services within the Manchester Fire District. He explained that the County had indicated additional funding may be provided for equipment purchases; however, those funds were not included in the proposed budget because they had not yet been received. Mayor Anthony inquired about the status of the agreement with Cumberland County, noting that it was expected to be emailed the previous week. Commissioner Jackson asked why the anticipated additional funding was not reflected in the budget, and Mr. Overton responded that he would not budget the revenue until it was actually received.

Mr. Overton briefly outlined the formula used to distribute fire district tax revenue among the fire departments. He explained that the formula includes three (3) components: the allocation of tax revenue based on the assessed property value within each district, an allocation for equipment purchases, and a redistribution pool funded by surplus revenues from higher-value districts and distributed among lower-value districts. He noted that the Manchester Fire District is likely one of the lowest-value districts and therefore benefits from the redistribution component of the formula.

Mr. Overton further advised that funds are currently being utilized to purchase furniture, appliances, and other necessary equipment to prepare and reopen a portion of the Manchester Fire Station facility.

WATER PURCHASE AGREEMENT – FAYETTEVILLE PUBLIC WORKS COMMISSION (PWC)

Mr. Overton explained that under the current wholesale water agreement, the Town pays $4.62 per thousand gallons for the first 20 million gallons consumed each month, $6.74 per thousand gallons for usage between 20 million and 24 million gallons, and a higher rate for consumption above 24 million gallons. He noted that the rates originally proposed by PWC would have increased the upper-tier costs to $8.15 and $8.37 per thousand gallons, resulting in an estimated annual increase of approximately $275,000 based on the Town's average water usage

Mr. Overton described the negotiations undertaken with PWC, noting that Town staff requested an increase to the threshold before higher-tier rates would apply. While the Town initially sought a threshold of 30 million gallons per month, PWC agreed to increase it to 28 million gallons. As a result, the new agreement establishes a flat rate of $5.59 per thousand gallons for all consumption up to 28 million gallons per month, eliminating the higher-tier charges that previously applied between 20 million and 28 million gallons. He explained that although the new rate represents an increase over the current base rate, it is significantly more favorable than PWC's original proposal because it removes the tiered pricing structure for the Town's typical monthly consumption levels.

Mr. Overton further noted that, based on a monthly consumption level of approximately 24 million gallons, the negotiated agreement is expected to save the Town roughly $177,000 annually compared to PWC's originally proposed rates. While the Town will still experience an increase in water costs under the new agreement, the negotiated terms substantially reduce the financial impact of the rate adjustment.

Mr. Overton provided context regarding the Town's current water consumption patterns, stating that the Town's average monthly water purchase from PWC over the previous eleven (11) months was approximately 22.4 million gallons. He noted that the Town also purchases approximately ten (10) million gallons per month from Harnett Regional Water and explained that PWC purchase volumes can fluctuate due to system leaks and other operational factors. Mr. Overton referenced periods of unusually high consumption in prior years, including a significant leak during the Christmas 2024 timeframe that increased monthly purchases to approximately 28 million gallons. He stated that water consumption has been more stable during the current year, generally ranging between 21 million and 23 million gallons per month.

Mr. Overton explained the key terms of the new contract:

- **Term**: Five (5) years with automatic renewal for an additional five (5) years, unless either party provides one (1) year's notice of non-renewal.
- **Minimum purchase:** 15,000,000 gallons per month (the Town has not fallen below 18,000,000 gallons in over two and a half years).
- **Maximum purchase**: 40,000,000 gallons per month; 2,000,000 gallons per day.
- **Over-limit rate**: If consumption exceeds 40,000,000 gallons in a month, the rate increases by 250% to $13.98 per thousand gallons. Mr. Overton emphasized that exceeding the threshold would not result in water service being discontinued.

Mr. Overton advised the Board to begin planning for future water capacity needs as the Town continues to grow. He explained that under the proposed agreement, if monthly water consumption consistently exceeds 28 million gallons, the Town would be required to purchase additional capacity from PWC in increments of three (3) million gallons. He noted that the one-time reserve capacity fee for an additional three (3) million gallons of capacity would be approximately $371,000.

Mr. Overton recommended that the Town consider gradually building reserves within the Water Fund to prepare for this potential future expense. He explained that spreading the cost over the five-year term of the agreement would equate to approximately $70,000 to $75,000 per year and suggested that setting aside funds annually would better position the Town to address future capacity needs resulting from residential and population growth.

Mr. English stated that, as part of the FEMA-funded Wastewater Treatment Plant (WWTP) improvements, the Town will be installing a SCADA system that will allow staff to monitor water consumption and system operations in real time. He explained that the system will provide detailed data on daily and annual water usage, enabling the Town to track consumption trends, evaluate capacity needs, and better plan for future growth. Mr. English noted that the system will include visual displays showing water movement and operational activity throughout the system. He expressed enthusiasm about the technology upgrade and invited Board members to tour the WWTP once the system has been installed and operational.

Commissioner Cooper inquired whether the Town would have an opportunity to renegotiate the wholesale water agreement if future growth warranted additional capacity needs before the contract's five-year term expires. Mr. Overton explained that the agreement automatically renews unless either party provides a one-year notice of termination. He further noted that the final year of the agreement would provide an opportunity for the parties to renegotiate terms prior to renewal and recommended that any such discussions begin during the fourth year of the contract.

Mayor Anthony emphasized the importance of planning for future capacity needs during upcoming budget cycles, particularly in light of anticipated economic development, natural gas expansion, and infrastructure improvements. Mr. Overton noted that significant investments in water system infrastructure and leak repairs could potentially reduce overall water consumption by minimizing water loss.

Mr. English added that replacing aging water meters could improve the Town's ability to accurately capture water usage and associated revenues. Mr. Overton advised that the proposed budget includes funding to replace approximately 650 water meters during the next fiscal year. He explained that the Town's long-term goal is to replace roughly 10% of its meters annually to prevent underreporting of consumption caused by aging or worn-out equipment. He further noted that the budgeted replacement cost averages approximately $400.00 per meter and that maintaining a regular replacement schedule is important for ensuring accurate billing and revenue collection.

Mr. Overton stated that the Town would need to experience a sustained increase of approximately 25% in water consumption to reach the 28-million-gallon threshold established in the proposed agreement. He indicated that such growth was unlikely in the near term but could become a consideration several years in the future. Mr. Overton reiterated that the negotiated agreement represents a favorable outcome for the Town, noting that it reduces the projected impact of PWC's rate increase and is expected to save approximately $100,000 annually compared to the rates originally proposed by PWC.

Mr. English advised that a representative from PWC, specifically Teddy Warner, would attend the upcoming Board meeting to provide an additional opportunity for questions and discussion regarding the proposed agreement. Mr. Overton concluded by recommending approval of the contract.

HARNETT REGIONAL WATER (HRW)

Mr. Overton reported that HRW is not proposing a rate increase for the upcoming fiscal year, although officials indicated that a rate adjustment may be considered in the future. He noted that HRW's current wholesale rate remains significantly lower than the rate charged by PWC and suggested that the Town should explore opportunities to purchase additional water from HRW if capacity becomes available. He explained that the amount of water currently available is limited by infrastructure constraints, including pipeline capacity.

Mayor Anthony noted that HRW is planning additional utility infrastructure to accommodate growth in the region and suggested that the Town should explore securing additional water capacity sooner rather than later as development continues.

Mr. English stated that ongoing discussions with regional partners include evaluating opportunities for increased water supply from HRW and exploring potential partnerships involving the County. He noted that these discussions are expected to be included in future planning and infrastructure considerations.

Mr. Overton added that increasing the amount of water purchased from HRW could provide cost savings to the Town because its wholesale water rates are lower than those charged by PWC.

RATES

Water, sanitation, property, and stormwater rates are staying the same.

COMMISSIONER COMPENSATION

Mr. Overton introduced a proposal to adjust Commissioner compensation, noting that the current annual compensation of $7,000, equivalent to approximately $583.00 per month, was being considered for an increase to $8,400 annually, or $700.00 per month. He characterized the proposal as a significant increase over the prior compensation level but stated that both the current and proposed amounts were within a reasonable range when compared to compensation provided by municipalities of similar size.

Several Board members offered differing perspectives on whether the increase was warranted and how it should be structured.

Mayor Anthony stated that the Board is among the lower-compensated governing boards in the state and noted that Board members now serve four-year terms rather than two-year terms. She also observed that Board members no longer receive benefits previously available, such as health insurance and longevity pay.

Mayor Anthony emphasized the importance of considering public perception when discussing compensation increases, noting that a 48% increase may appear significant to residents despite the relatively modest dollar amount involved. She suggested that a smaller increase, approximately 23%, could be a more balanced approach that recognizes the time commitment of Board service while demonstrating fiscal responsibility and prioritizing the Town's needs. She further suggested that additional compensation adjustments could be considered in future years if warranted.

Mayor Pro Tem Sutherland stated that regardless of the compensation amount ultimately selected, public scrutiny and criticism would likely continue. She noted that concerns raised by residents extend beyond Board compensation and also include expenditures related to Board training, travel, and the use of Town vehicles.

Mayor Pro Tem Sutherland referenced prior discussions regarding the Board's training and travel budget and asked about the amount budgeted for those expenses. Mr. Overton responded that the budgeted amount was approximately $9,800. Mayor Pro Tem Sutherland stated that not all Board members utilize the available training and travel funds and noted that some residents have questioned the value of training-related expenditures. She stated that residents have expressed concerns about whether training and travel expenses provide a direct benefit to the Town and emphasized that such public perceptions should be considered when discussing compensation and other Board-related expenditures

Commissioner Cooper expressed concerns regarding the proposed 48% increase in Commissioner compensation. She discussed the value of the Town-owned vehicle available for official travel, stating that its use is significantly more cost-effective than reimbursing Board members for mileage incurred while using personal vehicles. Mr. Overton confirmed that the mileage reimbursement rate is approximately $0.67 to $0.70 per mile and agreed that utilizing the Town vehicle results in lower travel costs for the Town. Commissioner Cooper cited travel to Raleigh as an example of the savings generated through use of the Town vehicle. She further emphasized the importance of ensuring that statements made during budget discussions are supported by factual information and appropriate documentation.

Commissioner Thompson suggested that if she does not utilize her allotted training funds, those funds could potentially be made available for use by another Board member. Mayor Pro Tem Sutherland expressed that she was not supportive of that approach.

Commissioner Jackson stated that she supported the proposed $700.00 monthly compensation amount, explaining that the increase would help address rising personal living expenses and the time commitment associated with serving on the Board. She clarified that her proposal was not intended to increase expenditures from the General Fund, but rather to be funded within the Board's existing budget by reallocating available funds.

Commissioner Jackson expressed the view that if Board compensation were increased, it should be offset by reductions in other Board budget expenditures. She also stated that training and travel funds primarily benefit the Board members who utilize them and stated that individual Board members should have discretion over how those budgeted funds are used.

Commissioner Jackson further addressed the tone of the discussion, emphasizing the importance of mutual respect among Board members. She noted that comments and actions by Board members can generate responses from others and encouraged maintaining professionalism during deliberations. She also shared her personal experience attending meetings related to state auditing matters at her own expense, stating that she viewed those efforts as part of her responsibility as a commissioner.

Mayor Pro Tem Sutherland clarified that her comments were intended to reflect concerns she had heard from members of the public regarding Board travel and training expenditures. She stated that residents often question whether travel-related expenses provide sufficient value to the Town and suggested that reallocating some of those funds could be considered as part of the compensation discussion. She further noted that addressing the purpose and benefits of training expenditures may help alleviate public concerns about how those funds are used.

Mayor Anthony participated in the discussion regarding Commissioner compensation and emphasized the importance of reaching a decision before concluding the budget discussion. She also addressed concerns regarding Board travel expenditures, noting that much of her recent travel had been funded through scholarships and involved minimal cost to the Town. Mayor Anthony further stated that Commissioner Cooper had also received scholarship assistance for training opportunities and personally paid expenses associated with some professional organizations.

Mayor Pro Tem Sutherland reiterated that members of the public often raise concerns about Board travel, training, and related expenditures in the same manner that they question compensation increases. She noted that many residents may not be familiar with the details or purpose of those expenditures and stated that such perceptions should be considered during budget discussions.

Mayor Anthony agreed that public perception should be taken into account and emphasized the need for the Board to reach a decision regarding Commissioner compensation in time for final budget adoption. She clarified that any compensation adjustment would not necessarily need to be funded through reductions to the Board's professional development budget.

Mayor Anthony further explained that the Board's professional development budget of approximately $9,000 is relatively small when compared to similar municipalities and is shared among all Board members. She noted that Board members frequently pursue scholarships, early registration discounts, and other cost-saving measures to maximize available funds. Mayor Anthony emphasized that the budget supports professional development opportunities, including training on legislative updates, municipal finance, governance, and other topics necessary for effective service as elected officials. She stated that these expenditures provide value to the Town and should not be viewed solely as travel-related expenses.

Commissioner Cooper stated that when Town representatives attend meetings or educational sessions with outside agencies, the Board should be informed and provided an opportunity to participate. She further suggested that a summary or recap of the information obtained should be shared with the Board.

Mr. English responded that he has developed professional relationships with staff within the State Auditor's Office and has participated in educational discussions to better understand the agency's monitoring and oversight functions. He stated that Board members would be welcome to attend future meetings and learning opportunities with State Auditor personnel if they wished to participate. Mr. English further advised that he would notify the Board of future visits, identify the individuals with whom he would be meeting, and include a summary of those meetings in his report to keep the Board informed.

Mr. Overton advised that the Board focus on the actual dollar amounts being considered rather than the percentage increase, noting that percentages can sometimes create a misleading impression. He stated that both compensation options under consideration were reasonable, affordable, and generally consistent with compensation levels in comparable municipalities. Mr. Overton further noted that the Town could accommodate either option within the budget and expressed confidence that staff could implement whichever compensation level the Board ultimately selected.

FIREFIGHTER AND EMPLOYEE COMPENSATION

Mr. Overton provided a detailed overview of firefighter compensation and staffing challenges within the Fire Department. He explained that the Town's starting firefighter salary is currently $40,872, which is approximately $5,000 to $7,000 below the median salary offered by comparable jurisdictions in the region. He noted that the salary disparity has contributed to employee turnover, including the recent loss of several firefighters to neighboring departments offering higher compensation.

Mr. Overton further explained that the Town recently entered into a fire protection agreement with Cumberland County to provide services to the Manchester Fire District. Under the agreement, the Town is expected to receive between approximately $647,000 and more than $700,000 annually. He emphasized that the County expects the Town to maintain adequate staffing levels to respond to fire, medical, and accident calls within the district and stated that recruiting and retaining firefighters remains challenging when the Town's salaries are below market rates.

Mr. Overton advised that the proposed budget includes a $5,000 salary adjustment for nine (9) firefighters who had not previously received compensation increases beyond the prior year's equity adjustment and cost-of-living increases. He explained that these employees were generally longer-tenured personnel, including Captains and Lieutenants. The remaining thirteen (13) firefighters, primarily newer employees, were budgeted to receive only a 3.8% cost-of-living adjustment (COLA), leaving their salaries below the regional median.

Mr. Overton proposed extending the $5,000 salary adjustment to the remaining thirteen (13) firefighters, which would increase the starting firefighter salary to approximately $45,000 and bring compensation closer to the regional median. He estimated the additional cost of extending the adjustment to all eligible firefighters at approximately $53,000.

Mr. Overton further explained that, when combined with the estimated $10,000 annual cost associated with the proposed Commissioner compensation adjustment, the total budget impact would be approximately $63,000. He noted that the additional expense could be funded by increasing the projected revenue from the Cumberland County fire protection contract from $647,000 to approximately $720,000, based on anticipated additional funding associated with the agreement.

Commissioner Jackson sought clarification regarding the proposed firefighter salary adjustments, asking whether the approach of providing larger increases to employees who had not received recent salary adjustments, while providing cost-of-living increases to others, had been applied consistently across all

Town departments. She specifically inquired whether a similar methodology had been used in evaluating compensation for all employees.

Mr. Overton explained that a salary survey was used to identify employees whose compensation was below competitive market levels. Employees whose salaries were determined to be below market received salary adjustments, while employees whose compensation was already competitive generally received only the 3.8% COLA. He clarified that employees received either a salary adjustment based on the survey findings or the COLA, but not both.

Commissioner Jackson further questioned whether departments other than the Fire Department were receiving similar market-based salary adjustments. Mr. Overton responded that employees in multiple departments, including Public Works, received salary adjustments when their compensation was found to be below competitive levels. He explained that employees whose salaries were already aligned with market benchmarks generally received only the COLA increase.

Commissioner Jackson then asked whether approval of the proposed firefighter salary adjustments would bring firefighter compensation to an appropriate competitive level. Mr. Overton responded that the proposal would increase the starting firefighter salary to approximately $45,000, placing it near the regional median and making the Town more competitive with similarly sized municipalities, although compensation would still remain slightly below some comparable jurisdictions.

Commissioner Jackson asked whether salaries within the Police Department were generally competitive with comparable jurisdictions and whether police personnel had received salary adjustments through the proposed compensation plan.

Mr. Overton responded that while many police salaries were generally competitive, the Police Chief's salary was significantly below comparable market levels and was therefore recommended for a salary adjustment. He further noted that several other employees across various departments also received market-based salary adjustments where compensation was identified as substantially below competitive benchmarks.

Commissioner Jackson then sought additional clarification regarding the salary survey information presented by Mr. Overton and how the survey findings were reflected in the compensation adjustments included in the proposed budget. Mr. Overton explained that the median salary identified through the survey represented the average compensation level among comparable municipalities and stated that the Town's goal is to move employee salaries toward that median benchmark in order to remain competitive.

Mayor Pro Tem Sutherland stated that employee retention and compensation have been longstanding challenges and acknowledged that employees may sometimes leave for positions offering higher pay in order to better support their families. She expressed the view that the Town should strive to provide fair and competitive compensation while also recognizing employees who choose to remain committed to serving the Town and its residents.

Mayor Pro Tem Sutherland stated that she believed the proposed budget treated departments fairly and equitably and described the compensation adjustments as a meaningful investment in Town employees. She further expressed support for the Fire Department salary adjustments and noted the importance of maintaining adequate staffing to serve residents effectively.

Mayor Pro Tem Sutherland also reflected on the history of the Manchester Fire Station, including prior challenges that resulted in its closure, and stated that she was pleased to see efforts underway to restore services to the area. She emphasized the importance of ensuring that firefighters are available to provide service to residents and questioned whether the Town would ever be able to fully match the compensation levels.

Mayor Pro Tem Sutherland stated that she supported moving forward with adoption of the proposed budget. She noted that many municipalities had approved smaller employee pay increases and expressed appreciation that the proposed budget did not require substantial increases to residents' water rates. She reiterated her support for the Fire Department and the proposed firefighter salary adjustments.

Mayor Pro Tem Sutherland also thanked Human Resources, Mr. English, and Mr. Overton for the extensive work performed in developing the budget. She stated that she appreciated the Board's thorough review of the proposal rather than acting solely because of the additional revenue anticipated from the Cumberland County fire protection agreement. She concluded by indicating her support for the budget based on the conditions and considerations she had previously mentioned.

Mr. Overton stated that the proposed compensation adjustments would increase the overall budget by approximately $60,000. He explained that the additional cost would be funded through revenue received from Cumberland County under the fire protection agreement rather than through the use of Fund Balance or savings. Mr. Overton also advised that the finalized Budget Ordinance reflecting the Board's decisions would be prepared for consideration for the Board meeting that following Monday.

Commissioner Jackson asked whether the Board would have the ability to make changes to the budget after its adoption if future needs or priorities changed. Mayor Anthony and Mr. Overton responded that the Board could amend the budget throughout the fiscal year through the budget amendment process.

Mayor Anthony further explained that while budget amendments may be made during the fiscal year, any increase to Board member compensation could not be reduced during the current term of office. She noted that any reduction in elected officials' compensation could only take effect following the next election cycle.

Mr. Overton added that the Town's property tax rate, once adopted as part of the annual budget, cannot be changed until the adoption of the next fiscal year's budget.

The Board reached a consensus for the following items to be adopted in the FY26-27 Budget on Monday, June 22, 2026:

- **Adopt the PWC contract**

- **Approve the $5,000 increase for the firefighters in the Fire Department**
- **Approve the increase for Board compensation**

3. ADJOURNMENT

Action: There being no further business to come before the Board, Mayor Anthony adjourned the meeting at 12:12 pm.

ATTEST:

____
Carly Autry, CMC, NCCMC
Town Clerk

____
Kia Anthony
Mayor

Town of Spring Lake
Work Session Meeting of the Board of Commissioners
Municipal Building
300 Ruth Street
Spring Lake, NC 28390

June 22, 2026 **MINUTES** 3:00 pm

The Spring Lake Board of Commissioners held a Work Session meeting in the Grady Howard Conference Room of the Spring Lake Municipal Building with Mayor Kia Anthony presiding.

Board Members Present: Mayor Pro Tem Fredricka Sutherland
Commissioner Tony Burgess
Commissioner Soña L. Cooper
Commissioner Jackie Jackson
Commissioner Adrian Thompson

Others Present:
Carly Autry, Town Clerk
Dennis English Jr., Interim Town Manager
Police Chief Errol Jarman, Spring Lake Police Department
James Overton, Finance Director
Michael Porter, Town Attorney
Detective Beatrice Santiago, Spring Lake Police Department

1. CALL TO ORDER

Mayor Anthony declared a quorum and called the meeting to order.

2. INOVOCATION AND PLEDGE OF ALLEGIANCE

Former Commissioner Marvin Lackman gave the Invocation and led the Pledge of Allegiance.

3. ADDITIONS AND DELETIONS

Mayor Pro Tem Sutherland requested the addition of a Resolution Honoring the Life, Legacy, and Service of Mrs. Judy Musgrave.

4. APPROVAL OF AGENDA

Action: Motion to approve the June 22, 2026, Work Session agenda with the addition.
Motion by: Commissioner Cooper
Second by: Commissioner Thompson
Vote: Unanimous

5. APPROVAL OF CONSENT ITEMS

Action: Motion to approve the draft minutes of June 8, 2026, Regular Meeting, Military and Veterans Affairs Advisory Committee Application – Reappoint Tim Baker, and Resolution Honoring the Life, Legacy, and Service of Mrs. Judy Musgrave.

Motion by: Commissioner Thompson
Second by: Commissioner Cooper
Vote: Unanimous

6. PUBLIC COMMENTS

Mary Jackson, Spring Lake resident, addressed the Board regarding the topic of public records. She stated that North Carolina Public Record Law exists for one reason – to ensure transparency and accountability in government – and that citizens should be able to request public records and receive them in a timely, professional, and consistent manner. She acknowledged that the Town Clerk plays a critical role in that process as the custodian of many Town records, but noted that transparency must be balanced with responsibility. She expressed that residents have a right to expect public records requests to be handled according to established procedures and that confidential information should be protected. She specifically mentioned that personnel records, sensitive personal information, attorney-client communications, and other legally protected materials should never be disclosed improperly. She called on residents and the Board to have confidence that requests are being processed fairly and consistently regardless of who makes the request. She respectfully asked the Board to ensure that a written public records policy is made available to the public, that all requests are handled through established procedures, and that the Town Clerk is provided with the training, resources, and legal guidance necessary to perform her duties. She closed by asking the Board to reaffirm its commitment to transparency, consistency, and accountability to all residents of the Town.

Andrica Rhodes, Spring Lake resident, addressed the Board and stated that she did not care whether anyone in the room liked her and clarified for the record that she never thought anyone on the Board was unintelligent. She raised several concerns, including that phones and emails to Town Hall often go unanswered, with calls going straight to voicemail and emails rarely receiving responses – noting that the only person consistently answering her calls was the Town Clerk. She also questioned why the Town is still dealing with the same infrastructure issues after 24 years, including problems with streets, drainage, and housing. She made an additional comment questioning rumors that people are being paid to speak at Town meetings, noting she had apparently been doing it for free.

7. PRESENTATIONS

a. Update on Water Operations – John Cannon & Joe Gardner, Superior Utilities – Mr. Gardner provided an update on where the water operations stood, particularly regarding major repairs being handled by outside contractors. He noted that the cost of outsourcing the work had come to approximately $800,000 across 18 months, which equated to roughly $44,444 per month, and that the team was currently about half of that figure.

Mr. Cannon emphasized that the more important update was that every repair and task completed in the Town had involved Town employees – not merely in a peripheral capacity, but directly in the ditch, turning wrenches, and working hands-on. He expressed that a core part of Superior Utilities' mission was to show Town employees what they know and teach them so that staff would be more efficient when handling work independently. He noted that the scope of work completed included replacing and repairing work services and water veins, testing infrastructure, and installation projects, all of which he expressed pride in.

Mr. Cannon also shared that one notable highlight had been the involvement of a student from Fayetteville Technical Community College (FTCC) who had come in for 120 hours. He noted this was facilitated in part with the involvement of Town staff, and expressed that this kind of community outreach to different groups was meaningful, especially when it comes to future hiring of quality workers. He acknowledged that their workload was increasing as they were finding things that had been overlooked in the system for some time. He also noted with candor that a pattern he had observed historically in public works settings – including in the Town – was the tendency to put Band-Aids on problems rather than fully addressing them, and that his team was actively working to change that culture.

Mayor Anthony asked Mr. Cannon what he believed to be the most significant area of concern currently.

Mr. Cannon responded that without being too broad, the Deerfield subdivision stood out as particularly concerning, noting that any subdivision of similar age was essentially aging out. He pointed out that Deerfield had AC mortar lines, while Crescent Road had old cast iron ore lines, and encouraged Board members who had not yet visited the Manager's office to look at a small piece of water service pipe on display there, which he said would give them a clear indication of what the services and mains look like underground. He noted that anything flowing through those pipes was essentially just going through a shell. He acknowledged there was no quick fix and expressed that wherever his team encountered failing pipe, they were repairing it to the best of their ability, and if it could not be repaired, they were replacing it.

Mayor Pro Tem Sutherland thanked Mr. Cannon and his team, expressing gratitude for their integrity and experience. She commended the fact that Mr. Cannon had been upfront and transparent with the Board and had allowed Town employees to work alongside the Superior Utilities team and gain hands-on experience. She noted the savings of $44,000 or more was great information for taxpayers and expressed optimism that the Town was moving forward in a positive direction. She thanked the team for their patience in working with Town employees.

Commissioner Jackson and Commissioner Cooper expressed their appreciation to Mr. Cannon and the Water Operations team for their dedication and hard work. Commissioner Jackson noted that she had witnessed the team's efforts firsthand and thanked them for their service to the community.

Mayor Anthony reiterated that the situation did not happen overnight and would not be fixed overnight, thanking the team publicly for their specialized work. She specifically called out the team's contributions to the DCIP Grant process, noting that having their specialized knowledge would be instrumental in submitting a full and complete package to secure funding for the Town's water system. She added, with a note of humor, that the Board should not mistake her gratitude for comfort, and that significant infrastructure work – including a potential $20 million in improvements – was on the horizon, acknowledging that pain often precedes healing.

Mr. Cannon closed by expressing that the Town's employees had been amazing to work with, and that his entire team was grateful for the opportunity.

Mayor Anthony also took a Point of Privilege to acknowledge the presence of State Park Superintendent Colleen Bowers in the audience, expressing that it was always good to have her as part of the meetings.

8. OLD BUSINESS

a. Adoption of Interlocal PWC Agreement – Interim Town Manager Dennis English Jr. – Mr. English stated that it was a great opportunity to enter into the Public Works Commission (PWC) agreement. He took a moment to acknowledge Teddy Warner of PWC, who was out in the audience, that went above and beyond to help get the agreement in place, jumping through significant hoops on behalf of the Town. He then invited Mr. Warner and Mr. Overton to come forward for Mr. Overton to provide a high-level summary of the agreement, specifically regarding the elimination of tier rates and increased capacity.

Mr. Overton explained that the new contract was a five-year agreement with an option to renew for another five (5) years. He noted that the Town averages approximately 22 to 23 million gallons per month of water usage. Under the previous agreement, going over 20 million gallons triggered an additional fee. Thanks to the work of Mr. Warner, the new agreement allows the Town to purchase up to 28 million gallons at the standard flat rate before any additional charges apply. He clarified that if, due to growth over the next five (5) years, the Town's average consumption rises from 22–23 million gallons to above 28 million, the Town would then need to purchase additional capacity at a rate of $3.71 per gallon per day, meaning it would cost $371,000 to go from 28 million to 31 million gallons of capacity. He noted that this scenario would likely not arise for four (4) or five (5) years down the road. He also clarified that if the Town exceeds 28 million gallons in a single month due to a one-time leak or emergency, that clause does not apply — the overage protection is based on averages, not individual monthly spikes.

Mr. Warner explained that the Town's initial request for a 40-million-gallon capacity was intended to accommodate future growth and noted that capacity needs could be revisited during future contract renewal discussions. He stated that, under the previous agreement, a tiered rate structure would have taken effect on July 1, 2026, resulting in an increase of approximately $2,200 per million gallons for water purchased above the Town's typical average of 20 million gallons. He explained that the new agreement replaces the tiered rate structure with a single uniform rate for all water purchased, simplifying the billing structure. Mr. Warner emphasized that the agreement was the result of a collaborative effort involving PWC staff, including the Engineering Manager for Water Resources, as well as Town staff, and expressed his appreciation for the partnership throughout the negotiation process.

Mayor Anthony thanked the team enthusiastically, describing the tier rate issue as a long-standing thorn in the Town's side. She acknowledged how hard staff had worked on this and praised Mr. Warner directly for his dedication, noting he did not have to work as hard as he did. She told the residents that this agreement would result in savings on water rates and urged patience, reiterating that this was just the beginning and that the Town was not out of the woods by any means, but that they were moving in the right direction.

Action: Motion to approve the adoption of the Interlocal PWC Agreement.
Motion by: Mayor Pro Tem Sutherland
Second by: Commissioner Jackson
Vote: Unanimous

b. Overhills Park Sewer Agreement – Interim Town Manager Dennis English Jr. – Mr. English reported that there had been no change since the Memorandum of Understanding (MOU) was established. He explained that the Town was waiting for the Attorney for Cumberland County to send over an actual agreement. He confirmed that there had been no changes to the terms, only that the formal agreement document had not yet been received.

Mayor Anthony expressed concern, asking whether the Town had reached out multiple times and confirming that they still had not received a response beyond a MOU. She stated this was unacceptable and pushed for a solid date, noting the Town had been waiting for months and that this agreement needed to be finalized immediately.

Mr. English confirmed that he had reached back out and that Cumberland County had indicated the agreement was in process.

Commissioner Cooper raised the question of whether there was budget implications tied to the Overhills agreement. Mr. English stated these were the rates that the Town had to agree on.

Mayor Anthony directed that the item be **tabled** until the formal agreement is received from Cumberland County, and stated that, if necessary, a Special Meeting would be called to address it. She made clear that the Town needed the agreement now and expected staff to communicate urgency to the County.

9. NEW BUSINESS

a. **DEV-0046-26** – Timothy Doersam, Planner II, Cumberland County Planning & Inspections Dept. – Mr. Doersam explained that the request was for preliminary plan approval for a six-lot residential subdivision involving existing development along West Manchester Road, with no new structures or improvements proposed. Each structure was proposed to stand on its own lot meeting all applicable zoning and subdivision requirements.

Mr. Doersam used aerial imagery from the 2026 County GIS database to illustrate the development. He noted the back portion of the site had two (2) buildings with two (2) addresses each, indicating existing duplexes, and one (1) building with three (3) addresses, indicating an existing triplex. The overall development with the preliminary plat was approximately 8.11 acres in size. He noted the zoning for both parcels was R-15, a residential district designed primarily for single-family dwelling units with a lot area of 15,000 square feet or above. He clarified that even though the district is described as single-family, under the use matrix in Section 42-63.3 of the Town of Spring Lake's code, multifamily dwellings are a permissible use in the R-15 district. Therefore, the existing multifamily structures on the property do not create a zoning nonconformity. He confirmed the property is existing, with no new structures or improvements being proposed, and that existing Town water and utility connections are already in place. He described

Lots 1 and 2 at the front as having single-family homes with a shared driveway, and Lots 3 through 6 as sharing a joint access easement providing a singular point of access from the road, with provisions for utility maintenance. He noted that Lots 6 and 3 would have a restriction to ensure the easement is used and maintained.

Mayor Anthony asked whether, if approved, any future development on those lots would have to go through RLUAC (the related military compatibility review process).

Mr. Doersam confirmed there was a condition in the staff letter requiring that if any new structures are proposed for residential occupation, collaboration would be required to address concerns, as the property is located within APZ-1 (Accident Potential Zone 1), adjacent to the related military installation. He also confirmed that the property sits within the 100-year floodway and that conditions exist requiring compliance with Chapter 20 of the Town's Floodplain Management Ordinance should any structures be proposed within the floodplain.

Mayor Anthony then asked who would be responsible for maintaining the shared access easement.

Mr. Doersam clarified that it would be the responsibility of the individual property owners who hold the easement.

Commissioner Jackson asked whether this was the same item discussed at the last meeting. Mayor Anthony clarified that this was a new item.

Mayor Anthony then asked the developer to briefly speak about his development plans for the property. The Developer came forward and confirmed his plans for the lots, speaking generally about his investment intentions for his family.

Action: Motion to approve **DEV-0046-26**.
Motion by: Commissioner Cooper
Second by: Commissioner Jackson
Vote: Unanimous

b. **<u>DEV-0059-26</u>** <u>– Timothy Doersam, Planner II, Cumberland County Planning & Inspections Dept.</u> – Mr. Doersam explained that this application was related to the same property as DEV-0046-26, but was a request for a group development site plan approval. He explained the reason for this separate application: there was no current approved group development site plan for the multifamily uses on the site, and in order to ensure the development is in full conformance with current codes, the applicant was required to simultaneously apply for and receive approval of a group development site plan.

Mr. Doersam explained that the site plan included several provisions consistent with those already reviewed in the preliminary plat, but with some additional elements specific to multifamily use. Regarding parking, he noted there was a requirement for four (4) parking spaces for each duplex and six (6) parking spaces for the triplex. There was also a requirement for 500 square feet of recreation space per dwelling unit, with 1,200 square feet of dedicated space shown for each duplex and 1,500 square feet for the triplex, to accommodate any future recreation needs. He reiterated that no new structures were being proposed, but the designated space was noted on the plan. All units were confirmed to be served by existing water and sewer lines maintained by the Town.

Commissioner Cooper asked for clarification on whether some of the structures were originally single-family homes.

Mr. Doersam confirmed that the lots at the front of the property had single-family homes, while the structures at the back were the existing multifamily buildings.

Action: Motion to approve **DEV-0059-26**.
Motion by: Commissioner Thompson
Second by: Commissioner Cooper
Vote: Unanimous

c. **PLAT-0032-26** – Timothy Doersam, Planner II, Cumberland County Planning & Inspections Dept. – Mr. Doersam explained that this was the final plat application and that its main purpose was to confirm that the final plat is in conformance with the approved preliminary plat. He noted that the final plat was essentially the same as the preliminary plat, with the addition of notes and details to address comments received. Specifically, he noted that the final plat addressed concerns from the Fire Chief's office regarding access and clearance for fire apparatuses, provided notes and details about utilities access, and included a note on the plat regarding RLUAC and floodplain concerns. He confirmed that staff found the proposed final plat to be in conformance with the preliminary plat and consistent with the Town of Spring Lake's Code Ordinances.

Mayor Anthony asked what specifically RLUAC had commented on.

Mr. Doersam explained that since everything on the site was existing, Mr. Hansen from RLUAC noted there was not much he could formally say at this time, but that if any new additions – especially new homes – were proposed in the future due to the property's proximity to the airfield and its location within APZ-1, he would want the applicant to engage with RLUAC to find ways to mitigate potential damages and take into consideration any RLUAC concerns when proposing new structures.

Action: Motion to approve **PLAT-0032-26**.
Motion by: Commissioner Thompson
Second by: Commissioner Cooper
Vote: Unanimous

Mr. Doersam noted that the applicant would have 30 days from the date of approval to bring in the mylar for the Town's signature and then submit it to the planning department.

d. **DEV-0035-26 – Phase 3** – Richard Fagan, Planner II, Cumberland County Planning & Inspections Dept. – Mr. Fagan explained that the review was conducted to determine compliance with the Town's Ordinances, zoning regulations, and officially adopted comprehensive plan. The subject property was undeveloped land located at the southeast corner of Elizabeth Street and Warfield Street, totaling 1.25 acres in size. The property sits within the R-6 zoning district, which is designed for a mix of single-family dwelling units.

Mr. Fagan detailed the development profile, noting that the subdivision proposed a total of seven (7) lots. The minimum required lot size in the R-6 district is 6,000 square feet, with the smallest lot in the proposal being approximately 6,142 square feet and the largest being 10,900 square feet. All proposed housing was residential single-family detached. There were no private or public streets proposed within the subdivision, with access provided off Elizabeth Street and/or Warfield Street. The subdivision would be served by Town of Spring Lake water and sewer utilities. The Town Fire Chief provided a comment confirming that the plan met NC fire code requirements with no other comments or objections. The Stormwater Manager also submitted comments without objection. Staff concluded that the submitted application and preliminary plan were consistent with the Town's zoning and subdivision Ordinances.

Mayor Anthony asked about sidewalks, wanting to know whether sidewalks were present or planned in the area.

Mr. Fagan referenced Section 36-107 of the Town's Ordinances, which states that in any subdivision located within the Town, sidewalks shall be required on one side of the street, with the location to be determined by the Administrative Officer and Building Inspector. He clarified that even if sidewalks were not immediately installed, the Town could still require them to be installed at a later date.

Mayor Anthony asked whether there were existing sidewalks on Elizabeth Street. Mr. Carl Manning, the developer responded from the audience, that there were not but planned on putting some in.

Action: Motion to approve **DEV-0035-26 – Phase 3** with the conditions of Section 36-107.
Motion by: Mayor Pro Tem Sutherland
Second by: Commissioner Burgess
Vote: Unanimous

e. **DEV-0066-26 – Phase 4** – Richard Fagan, Planner II, Cumberland County Planning & Inspections Dept. – Mr. Fagan noted that this application was related to the same overall development area for the applicant – Kingdom Community Development Corporation. The subject property was undeveloped vacant land, and he noted he believed a single-family residential dwelling had recently been demolished on the site. The proposed development was located at the southwest corner of Elizabeth Street and John Street, totaling 0.73 acres in size, and also situated within the R-6 residential zoning district.

The proposed subdivision consisted of three (3) lots. Mr. Fagan noted that the proposed preliminary plat included sidewalks along Elizabeth Street and Johnson Street. All three (3) lots met the minimum lot size requirements. The housing type was residential single-family detached. There were no public or private streets proposed. Access would be provided via the Town street and/or Elizabeth Street. The development would be served by Town's water and sewer utilities. The Town Fire Chief commented that the plans met NC fire code requirements, and the Stormwater Manager offered no comments or objections. Staff determined the submitted application and preliminary plan to be consistent with the Town's zoning and subdivision Ordinances.

Mayor Anthony raised the same question about sidewalks as she had for Phase 3.

Mr. Fagan addressed the question and confirmed that the Phase 4 plat did include sidewalks on the Elizabeth Street and Johnson Street corners.

Telly Shinas from Cumberland County Planning & Inspections clarified that sidewalks are typically not installed until after construction of an individual home is complete to prevent damage during the building process. He explained that developers generally provide a bond for the sidewalks, and once a Certificate of Occupancy has been issued, the sidewalks are installed. He further noted that the Town's Building Inspector has the authority to require sidewalks during the permitting and inspection process, when applicable.

Action: Motion to approve **DEV-0066-26 – Phase 4**.
Motion by: Commissioner Thompson
Second by: Commissioner Cooper
Vote: Unanimous

Mayor Anthony asked Mr. Manning, how many houses he had built in the Town so far. Mr. Manning responded with the count of homes he had developed in the area, which totaled approximately 49 houses.

Mr. Manning announced that, through Kingdom CDC in partnership with PNC Bank, a PNC Homeownership Road Show would be held on August 1, 2026. He stated the event would feature guest speakers, including Mayor Mitch Colvin from Fayetteville and Chairman Kirk deViere from Cumberland County, with additional speakers expected to participate. The event will focus on homeownership, affordable housing opportunities, and educating residents on the home-buying process. Mr. Manning noted that PNC Bank plans to provide on-site mortgage pre-approvals for qualified participants. He added that event information would be released following the Fourth of July and requested the Board's assistance in promoting the event to help inform the community about available homeownership opportunities.

Commissioner Cooper commended Mr. Manning for the work he was doing in the Town of Spring Lake and suggested that at a future First Friday event, he consider having someone present to let community members know what properties are available. He expressed that this could be very helpful to the community.

f. Budget Amendment (BA-25) FY2026 – Finance Director James Overton – Mr. Overton explained that the purpose of the amendment was to move money among various line items within departments to ensure that no individual line items were over budget at the end of the fiscal year. He described it as a standard housekeeping measure to keep the budget in order.

Action: Motion to approve Budget Amendment (BA-25) FY2026.
Motion by: Commissioner Cooper
Second by: Commissioner Thompson
Vote: Unanimous

g. Budget Amendment (BA-26) FY2026 – Finance Director James Overton – Mr. Overton described this amendment is similar to (BA-25), with most of the amendment involving the movement of money within departments. However, he noted one (1) key distinction: there was an increase in the total budget of $36,900. He explained this increase was funded by building permit revenues, which had gone substantially over budget due to a large new apartment complex development as well as increased single-family home construction. He noted two (2) main uses for the additional revenue: first, an increase in vacation payout budgeting to address payouts owed to several employees who had recently departed the Town, and second, $20,000 added to legal fees related to the foreclosure of a Spring Lake Property Acquisitions (SLPA) and fees owed to the Hutchens Law Firm.

Attorney Porter asked if Hutchens Law has billed the Town for services yet. Mr. Overton noted that they had billed $8,400 so far, with another bill expected at the time of sale.

Mayor Anthony clarified for the public that while "foreclosure" sounds alarming, in this context it was actually a very positive development for the Town, as it represented the conclusion of a long-standing issue involving land with approximately $3.5 million in accumulated debt that the Town could not previously do anything with. Once the foreclosure process was complete, the Town would be able to take ownership of the land and put it to productive use.

Action: Motion to approve Budget Amendment (BA-26) FY2026.
Motion by: Mayor Pro Tem Sutherland
Second by: Commissioner Burgess
Vote: Unanimous

Mayor Pro Tem Sutherland inquired about the transfer of funds designated for the foreclosure (SLPA) and vehicle repairs.

Mr. Overton explained that a transmission had failed in one of the Street Department trucks the previous week and that the Vehicle Maintenance budget did not have sufficient funds to cover the repair. He confirmed that the total budget amendment was $36,900.

Mayor Pro Tem Sutherland further asked about the practice of employees holding a second position and receiving additional compensation while a vacancy is being filled, and then that supplemental compensation being discontinued once the new hire begins.

Mr. Overton confirmed that this was the practice and that because of the vacancies the Town had experienced, several employees had taken on additional responsibilities and had been compensated accordingly, with their compensation reverting back to their original salary plus any applicable cost-of-living adjustment once a new hire was brought on board.

h. Budget Amendment (BA-27) FY2026 – Finance Director James Overton – Mr. Overton explained that in the original budget for FY2026, $143,900 had been set aside to be transferred from the Sanitation Fund into a newly created Capital Reserve Fund. This was an entirely new fund that did not exist in prior years. The purpose of the Capital Reserve Fund is to set aside money annually, allow it to grow and earn interest, and use it for future capital improvements and replacement of major equipment such as garbage trucks and fire trucks. He clarified that because the fund was brand new and had not been set up when the original budget was passed, this amendment was simply formalizing the budgeted transfer in of the $143,900 plus any interest earned.

Mayor Pro Tem Sutherland asked why the fund had not been set up the previous year. Mr. Overton explained it was a new fund – one the Town had never had before – and this was the first year it was established. She also noted that the upcoming FY2027 budget included another $140,000 transfer into the fund, reflecting the Town's commitment to building up savings for future capital needs.

Commissioner Jackson asked whether unused funds budgeted in the Capital Reserve Fund accumulate from year to year. Mr. Overton confirmed that they do, explaining that the balance continues to grow until it is used for a major capital purchase, such as a new fire truck. Mayor Anthony commented that setting aside funds in this manner is the appropriate approach to prepare for future capital needs.

Action: Motion to approve Budget Amendment (BA-27) FY2026.
Motion by: Commissioner Cooper
Second by: Mayor Pro Tem Sutherland
Vote: Unanimous

i. Budget Amendment (BA-28) FY2026 – Finance Director James Overton – Mr. Overton provided background, explaining that in the current FY2026 budget, because the Town had not renewed its contract with Cumberland County for the Manchester Fire Station, the station had effectively been closed, and the plan at the time was to eventually move the Water Department out to that location. Accordingly, the debt service on the fire station had been budgeted within the Water and Sewer Fund rather than the General Fund.

However, Mr. Overton explained that the situation had since changed significantly. Based on the new contract with Cumberland County – still awaiting final execution – the fire station was going to be reopened. Cumberland County had agreed to pay the Town approximately $700,000 associated with the station, and had already advanced $50,000 to cover the cost of furniture and appliances for the reopening. Given that the fire station would now return to its original purpose rather than being used as a water department facility, this budget amendment simply moved the debt service on the fire station back into the General Fund where it properly belongs. He noted there was no net increase in the budget as a result of this amendment – just a reclassification of where the debt service expense sat.

Action: Motion to approve Budget Amendment (BA-28) FY2026.
Motion by: Commissioner Jackson
Second by: Commissioner Cooper
Vote: Unanimous

j. Adoption of TOSL Budget Ordinance for FY 2025-2026 – Interim Town Manager Dennis English Jr. & Mayor Kia Anthony – Mr. English acknowledged the extensive work that had gone into the document, including multiple meetings with the Board and staff, and described it as a fiscally responsible budget. He highlighted what he considered the single most significant achievement of the budget – employee raises. He noted that Town employees had gone without raises for over three (3) years and that ensuring a cost-of-living adjustment (COLA) was one of his top priorities. He also acknowledged that the Town remained behind on its audits but was on track to get current, and expressed commitment to continuing to work with the Town's auditor to address that. He expressed optimism about the ongoing work on water infrastructure, the strategic planning process, and ongoing Focus Group meetings.

Mr. English presented the proposed total budget figures across all funds. The proposed General Fund for FY2027 was $10,245,968, compared to the current budget of $10,782,625. The Capital Reserve Fund was $144,800. The Water and Sewer Fund was $5,912,775, down from the current year's figure. The Stormwater Fund was $527,170, down from the current budget of $708,000. The Sanitation Fund was $930,468, down from the current $1.2 million. Other post-employment benefits were budgeted at $82,000, up slightly from the current $75,000. The Spring Lake Property Acquisitions (SLPA) Fund was budgeted at $790,000, up from the current $500,000. The total proposed Budget Ordinance was $18,633,181, compared to the current year's total of $19,245,341.

Mayor Anthony asked Mr. English to address why the overall budget went down, emphasizing the importance of transparency for residents.

Mr. English explained that the Town had not raised taxes or imposed any kind of tax increase. He walked through the General Fund estimated revenues in detail. Ad valorem property taxes were projected at $5,467,141, representing 53.36% of total revenues. Other taxes and licenses were $38,100 at 0.37%. North Carolina Department of Revenue receipts – covering sales tax, franchise tax, and beer and wine tax – were $2,585,000 at 25.23%. Permits and fees were $147,605 at 1.44%. Powell Bill funds from NCDOT were $445,000 at 4.34%. Cumberland County Manchester Fire District tax was $647,000 at 6.31%. Interest income was $175,000 at 1.71%. Miscellaneous revenues were $17,122 at 0.17%. Interfund transfers from other funds were $460,000 at 4.49%. Fund Balance appropriation was $264,000 at 2.58%. Total revenues equaled $10,245,968.

Commissioner Cooper asked about the $264,000 Fund Balance appropriation, seeking clarification on whether the Town was having to pull from reserves to balance the budget. Mayor Anthony echoed the concern, asking why there was a need to appropriate $264,000 from Fund Balance.

Mr. Overton took over the presentation and walked the Board through the budget in detail.

Mr. Overton explained that the primary reason for the appropriation was tied to the Piedmont Natural Gas Grant. If the Town receives the Grant, they will need to spend the matching funds budgeted, and the $264,000 is part of that funding strategy. He confirmed that if the Town does not receive the Grant, those funds would not need to be spent and the appropriation would not be needed. He also addressed the general decrease in the overall budget, noting that the Town's sales tax revenues had changed significantly due to the County's revised allocation method. While the prior year's sales tax revenue was approximately $3.2 million – though $375,000 had to be returned to the County under an interlocal agreement – under the new methodology, the Town would keep all of its sales tax but would only receive approximately $1.8 million, representing a decrease of about $1 million or 43%.

Mr. Overton continued by covering General Fund expenditures. General government – covering Governing Body, Administration, Finance, Human Resources, and Information Technology (IT) – was budgeted at $2 million. Police, Fire, and Inspections represented the largest expenditure at $6 million. Powell Bill and Streets were budgeted at $1 million. Economic Development and Planning and Zoning were $408,000, which included the $300,000 match for the Piedmont Natural Gas Grant. Parks and Recreation were $79,000, which incorporated the $4,000 Arts Council Grant for murals and other projects, plus a $75,000 match for Cumberland County Parks and Recreation capital improvements. Debt service covered normal payments on fire trucks, the fire station, and police vehicles. Transfers to other funds included $79,000 to the Employee Retiree Benefits Fund.

Mr. Overton also provided context on the Town's tax base, noting the property value collection was $749 million, resulting in a levy of approximately $5.5 million at a 98% collection rate, yielding an estimated tax revenue of $5.4 million. He noted that one (1) penny of tax only raises $73,000, illustrating the limited taxing capacity of the Town. He also noted there was a solid waste tax charged each quarter per resident that goes into the Sanitation Fund at $9,200 annually.

Regarding the Sanitation Fund, Mr. Overton noted there was no change in the sanitation fee, which remained at $396.00 per year per resident, or approximately $33.00 per month for garbage collection. The total sanitation revenue was $930,000 across approximately 1,923 residents. He noted the fund was also paying $224,000, of which $140,000 was going to the Capital Reserve Fund with the remainder going to the General Fund for administrative expenses. He noted the Town currently pays approximately $36,500 per month to GFL for trash collection, at a rate of $13.00 per month per household for a 96-gallon rollout cart with recycling, or $10.00 per month without recycling. He also noted that the street sweeper was scheduled to be delivered the following morning and was coming out of the FY26 budget.

For the Stormwater Fund, Mr. Overton stated that fees would remain the same at $5.00 per month for residential properties and $6.00 per month per equivalent residential unit (ERU) for commercial properties. The largest expense in the fund was repair and maintenance of stormwater infrastructure. He noted the fund included two (2) positions; one being the Public Works Director, which was currently vacant and would be shared between Water and Sewer and Stormwater Funds, and one maintenance staff member whose primary responsibility would be operating the new street sweeper. Both positions were currently vacant.

Mayor Anthony asked about the percentage split for the Public Works Director salary between the Water and Sewer Fund and the Stormwater Fund. Mr. Overton responded that the current budget called for $85,000 from the Water and Sewer Fund and $35,000 from the Stormwater Fund, though he acknowledged that if a higher-quality candidate required a higher salary, those figures may need to be adjusted.

Mr. Overton then addressed the Water and Sewer Fund, noting that the cost of purchasing water from the Public Works Commission (PWC) would increase by 21% due to rate adjustments. However, he emphasized that thanks to the newly adopted interlocal PWC agreement, all of the Town's water would be purchased at the flat rate of $5.59 per thousand gallons up to 28 million gallons, rather than paying the tier rates that had previously applied. Without the new agreement, overages would have been billed at $8.15 per thousand gallons above 20 million gallons and $8.38 above 24 million gallons. He noted that while the Town's water cost would still go up approximately $177,000 due to PWC's rate increase, it would have gone up $275,000 had the tier rates not been eliminated.

Mr. Overton also addressed the Harnett Regional Water supply, noting the hard reading rate remained at $3.35 per thousand gallons with no change, and that the Town purchases approximately ten (10) million gallons per month from Harnett Regional, budgeted at $406,000. Regarding water rates charged to residents, he confirmed they were staying the same as the prior year.

Mr. Overton noted one (1) change related to Overhills rates: the County would no longer be paying a $9.00 minimum monthly fee per connection, but would instead be responsible for all maintenance of water, sewer lines, and pump stations in that area, and would pay the Town a bulk rate of $9.00 per thousand gallons. He noted that the average water bill for a resident using 5,000 gallons per month was $128.00.

Water Fund expenditures included $1 million for Capital Outlay, covering repairs and maintenance of water and sewer lines, with a note that unspent Capital Funds would be set aside for future debt service payments. There was $2 million for the purchase of water from Harnett Regional and PWC combined. $300,000 was budgeted for transfer to the General Fund for administrative expenses, and $261,000 for debt service.

Mr. Overton noted the Town planned to replace approximately 670 water meters at $400.00 per meter in the coming year, representing approximately 15% of total meters, with a goal of replacing at least 10% per year. He noted the Town's total water system Asset Inventory Assessment (AIA) was $36 million with water infrastructure improvements estimated near $20 million. He contextualized the challenge of borrowing to fund improvements, noting that a $10 million loan at 4% over 20 years would cost approximately $900,000 per year in principal and interest – requiring a 15% water rate increase just to service that debt alone – while the actual need was closer to $80 million.

Mr. Overton also walked through the Town's total debt profile, showing total debt service payments of $664,000, outstanding debt of $5.1 million, and maturity dates on some loans extending out to 2047 and 2048.

Lastly, Mr. Overton presented the Capital Outlay items across departments, including the replacement of several HVAC units in Town Hall – noting that several had already been replaced, including one just the prior week.

Mayor Anthony asked whether the Board could receive copies of the Rate and Fee Schedule, the Pay and Classification Plan, and the Organizational Chart prior to voting on the budget. Mr. Overton responded that there were no changes to the tax rate, residential or commercial water and sewer rates, sanitation rates, stormwater fees, or property taxes. He explained that the only changes to the Rate and Fee Schedule were the bulk water rates for Overhills and the new System Development Fees previously adopted by the Board.

Commissioner Jackson expressed deep gratitude to Mr. Overton for his work and for stepping in to support Mr. English during his first budget presentation. She noted it was a demonstration of teamwork and thanked both Mr. English and Mr. Overton for working well together.

Mr. Overton stated that the presentation before the Board was the same budget presentation provided at the previous Board meeting, with a few revisions. He explained that the only fund with a change in its total was the General Fund, which increased to $10,306,000 as a result of the Board's approved increase for the Fire Department. He also noted that the Water and Sewer Fund was amended to add $10,000 to the Revenue Collections Department's repairs and maintenance budget, including $8,000 for repairs to the drive-thru window. He explained that this increase was offset by a reduction in another expenditure within the fund, resulting in no change to the overall Water and Sewer Fund budget. He concluded by noting that the Board was voting on a General Fund budget of $10,306,000, rather than the previously presented $10,245,000.

At this point in the proceedings, concerns arose regarding the completeness of the budget package. Commissioner Cooper flagged that it appeared the budget did not include an Organizational Chart, a detailed Rate and Fee schedule, a Pay and Classification Plan broken down by position, or a Budget Message from Mr. English – documents that were understood to be required components of the Budget Ordinance. This prompted significant discussion.

Mayor Anthony stated she wanted to make absolutely certain the budget was being passed correctly and in accordance with General Statute, which mandates what must be shared and the timeframes for public viewing. She expressed a preference to do it correctly rather than risk a challenge from the Local Government Commission (LGC), and suggested tabling the adoption until after Closed Session to give the Attorney and Clerk time to review the requirements.

Mayor Pro Tem Sutherland expressed concerns, noting that the Board had been through extensive budget meetings and that the Board, along with Mr. Overton, had worked hard to reach this point. She stated that it didn't look like a "gotcha" moment but questioned why, if these three (3) documents were required, they had not been flagged earlier in the process.

Mayor Anthony stated this was not a "gotcha" moment, and disclosed that she had spoken with Mr. English multiple times several weeks in advance, specifically naming these documents – the Budget Message, the Fee Schedule, and the Pay and Classification Plan – as required components. She stated she had reiterated this to him before and again that afternoon, which was why staff had been scrambling to assemble the documents. She was clear that ample time had been provided for these documents to be prepared and included in the packet.

Commissioner Jackson stated that she personally apologized to Mr. English because she had not been aware these documents were required. She expressed that it would have been helpful to have the information repeated multiple times. She supported having a Special Meeting if needed to pass the budget correctly.

Mayor Anthony reiterated that Mr. English had been given ample time and multiple reminders regarding his responsibilities in the budget process. She stated that any communications regarding the budget should come from the Town's Budget Officer, as the individual responsible for managing and presenting the budget. She expressed that the Board should have been receiving the budget presentation from Mr. English, whose signature, would appear on the budget documents. Mayor Anthony concluded by stating that she would not apologize for expecting those responsibilities to be fulfilled, noting that Mr. English had been provided sufficient time to prepare the necessary documents.

Mr. English acknowledged the situation and explained that the Human Resources Manager, had only recently come on board and had been responsible for finalizing the Pay and Classification Plan after the Board approved reclassifications at the Special Budget Meeting the previous week. He noted she had not been informed until that morning that the documents were needed for the evening's meeting. He also noted he had not been made aware that he was expected to present the full budget presentation that evening, only that the Board would be voting on it.

Commissioner Cooper similarly stated she had not been trying to create a difficult moment, but rather noticed while sitting there that residents had not been given an opportunity to review these documents ahead of the vote. She clarified that was the only reason she raised the concern.

Mr. English stated that the reclassification information would be made available to the public by posting it on the Town's website the following morning. He explained that the information had not been withheld and noted that the primary focus had been ensuring the reclassifications, particularly those affecting positions within the Revenue Department, were properly documented.

Mayor Anthony stated that the meeting would continue into Closed Session. She advised that, upon returning to Open Session, the Board would be given additional time to review the budget documents before taking action to adopt the budget.

Mayor Pro Tem Sutherland stated that the situation could have been avoided if the appropriate parties had been notified in advance. She referenced the Town Attorney's comments that he, the Town Clerk, and the Board would have appreciated advance notice, echoing Commissioner Jackson's earlier remarks. She stated that providing timely communication is a matter of common courtesy and allows everyone to fulfill their responsibilities to the citizens. Mayor Pro Tem Sutherland emphasized that her comments were not made out of anger but out of a desire for the Board and staff to work together more effectively. She acknowledged that mistakes can occur but stated that an issue of this significance should have been communicated to the Town Attorney and the Board beforehand to ensure transparency and avoid the circumstances that occurred.

Mayor Anthony emphasized the importance of accountability and stated that each elected official has a responsibility to educate themselves and understand the budget process. She remarked that it is the duty of every Board member to be knowledgeable about the contents of the budget and that it is not the responsibility of the Mayor or any individual Board member to disseminate that information. Mayor Anthony stated that serving as an elected official requires being a good steward of the position through preparation and understanding of the budget process, adding that the same expectation applies to the Town Manager.

Commissioner Jackson stated that she appreciated the Mayor's comments and agreed that Board members have a responsibility to conduct their own research and understand the budget. However, she noted that, given the number of issues facing the Town, it is possible to overlook certain items. She stated that the budget is one of the Board's most important responsibilities and expressed that it would have been helpful for the more experienced members of the Board to point out the importance of the organizational chart and pay and classification plan if they were required components of the budget. Commissioner Jackson further stated that she believed experienced Board members should help orient and guide newly elected members. She concluded by stating that the Board's understanding of the budget itself and how public funds would be spent should not be questioned simply because some members were unaware that the organizational chart and pay and classification plan were expected to accompany the budget.

Mayor Anthony clarified that it was not her intention to imply that any Board member lacked knowledge or understanding of the budget. Commissioner Jackson responded that she believed she had made her point and stated that continuing the discussion would not be productive. She remarked that differing perspectives were preventing progress. Mayor Anthony then stated that consideration of the budget would be **tabled** until after Closed Session to provide the Town Attorney and the Town Clerk additional time to review the process and ensure everything was in proper order before the Board proceeded with the budget adoption.

Attorney Porter disclosed that he had been researching the statutory requirements in real time during the meeting and was candid that he was not comfortable making a quick determination on such an important matter. He noted he would also be participating in Closed Session, limiting his available time to research, and he made no representations that he would have a definitive answer before the meeting concluded.

After Closed Session, Attorney Porter reported back that upon review, the statutory scheme for budget adoption did not explicitly require the Organizational Chart, the detailed pay classification by individual position, or the Budget Message to be included in the Ordinance document itself as those were found to be more aspirational or good communication practices. He noted the Fee Schedule was effectively represented in the budget through projected revenues. The only true statutory requirement was that the Budget Ordinance include line-item detail by department, which Mr. Overton and Mr. English's documents did have. He clarified there was nothing in the statutory scheme that he could find requiring the salary to be listed by individual position – only by department and line item.

Mr. Overton confirmed he agreed with the Attorney Porter's analysis. Mr. Overton also noted for the record that there was one (1) minor change to the General Fund total in the final version of the Budget Ordinance – the adopted figure was $10,306,000 due to an increase related to the Manchester Fire Station reopening – and a small $10,000 addition to the Water and Sewer Fund for repairs and maintenance at the Revenue Collections department, specifically to fix the drive-through window, offset by a reduction in another expense line so the total did not change.

Action: Motion to approve FY2026-2027 Budget Ordinance.
Motion by: Mayor Pro Tem Sutherland
Second by: Commissioner Thompson
Vote: Unanimous

k. Ordinance No. 2026-04; An Ordinance Declaring a Road Closure for First Friday on Main – Mayor Kia Anthony – Mayor Anthony explained that this was the standard Ordinance the Town submits annually to NCDOT to close Main Street for First Friday events in August, September, October, and November. She described it as a routine submission, identical to what has been done in prior years, and noted that NCDOT would reply back with acceptance.

Commissioner Jackson stated that she was unaware a decision had been made to participate in First Friday, noting that she believed the Board had discussed having everyone provide ideas before making a decision. Mayor Anthony responded that she was not aware there had been any decision not to participate.

Commissioner Burgess noted that funding for First Friday had been included in the budget, and Mayor Anthony confirmed that it had been budgeted.

Commissioner Jackson then asked whether First Friday was considered the Town's special event. Mayor Anthony responded that the Town typically secures sponsors to offset most of those costs.

Action: Motion to approve Ordinance No. 2026-04; An Ordinance Declaring a Road Closure for First Friday on Main.
Motion by: Commissioner Cooper
Second by: Commissioner Thompson
Vote: Unanimous

l. Discussion Regarding Revised Draft Policy 9. Purchasing Cards & m. Discussion Regarding Revised Draft Policy 19. Code of Ethics for Board Members – Mayor Kia Anthony – Mayor Anthony explained that these two (2) policy items – Purchasing Cards and the Code of Ethics – were placed on the agenda as part of an ongoing effort to update outdated Town policies, many of which are 10 to 15 years old. She noted there had been significant recent questions surrounding purchasing cards, and she wanted to ensure the Town had a current, clearly written policy. She proposed allowing staff to proceed with drafting revisions to the P-Card and the Code of Ethics for Board Members policies, covering topics such as public conduct, communications between Board members, and communication and conduct with the Town Manager and staff.

Mayor Pro Tem Sutherland suggested that the Board work collaboratively through the policies together, as had been done in the past during retreats or in small groups, rather than simply receiving a finalized draft. She expressed a preference for Spring Lake – specific policies rather than relying on templates from other municipalities.

Mayor Anthony clarified that staff does not simply copy and paste policies from other Towns, but uses them as references and templates – as recommended by entities such as the Local Government Commission (LGC) – and then customizes them for Spring Lake. She proposed that staff prepare draft policies and the Board then have the opportunity to review, red-line, provide input, and vote on them.

Commissioner Jackson stated that she believed the Board and staff were in agreement that the Board should take the lead in reviewing and revising its own policies rather than assigning that responsibility to staff. She expressed that, because the Board is ultimately responsible for adopting its policies, Board members should be directly involved in the review process so they fully understand the revisions being made rather than relying solely on staff recommendations. Commissioner Jackson suggested that the Board work through the policies during a future retreat and stated that, even if the process takes several months, it would be worthwhile to ensure the policies are thoroughly reviewed and understood during the Board's term.

Mayor Anthony clarified that it is staff's responsibility to draft proposed policies for the Board's consideration, while the Board's role is to review, amend as necessary, and approve those policies. She added that policy drafting is among the responsibilities of the Town Clerk. Commissioner Jackson asked whether that responsibility was established by statute. Mayor Anthony responded that it was, and Commissioner Jackson requested to see the applicable statute.

Mr. English noted that the new Human Resources Manager and Finance staff were already engaged in a biweekly review of all Town policies and would be bringing them to the Board systematically for review and vote.

Clerk Autry clarified that Mr. English's reference was specifically to personnel policies, which are staff-facing, whereas the P-Card and Code of Ethics policies are standalone Board-level policies that go through a different approval process. She stated the Board would have full opportunity to participate in reviewing those standalone policies.

Commissioner Cooper asked if the P-Card policy would go through Finance. Mr. Overton provided context on the current P-Card controls already in practice. He explained that employees were clearly informed when cards were returned to them that misuse would result in termination. He noted that receipts are required with every transaction, cards are taken away from any employee who fails to submit receipts, credit card statements are reconciled monthly, receipts are attached to the statements, all statements are reviewed by Finance staff and then by himself before payment, and there are monthly spending limits on each card. He emphasized that these controls were functioning.

Mayor Anthony acknowledged the existing controls but stressed the importance of getting all of these practices formally documented in policy, so that the standards remain in place regardless of who is managing the finances or sitting on the Board in the future.

Commissioner Jackson asked whether the Town's P-Card policy identifies which employees are authorized to have purchasing cards. Mayor Anthony responded that the current policy does not specify that information and explained that this is one of the items that should be addressed during the policy update process. She stated that the Board could include provisions identifying authorized cardholders, required documentation, and other administrative requirements. Mayor Anthony emphasized the importance of having operational practices formally documented in policy to establish consistent standards for future Boards and staff. When Commissioner Jackson asked what rules are currently being followed, Mayor Anthony explained that staff currently follow existing procedures, as previously described by Mr. Overton, but those procedures are not explicitly outlined in the outdated policy. She noted that the Clerk had provided the Board with a list of outdated policies requiring revision and suggested updating them incrementally, such as two (2) at a time. Mayor Anthony also discussed options for the review process, including conducting policy reviews during a Board retreat or reestablishing a Policy Committee to review and recommend revisions before presenting them to the full Board for consideration. She concluded by asking Board members to consider the available options so a process could be determined at a future meeting.

n. Mayor's Report – Mayor Kia Anthony – First, Mayor Anthony extended a belated Happy Juneteenth and an early Happy 4th of July, acknowledging it had been a very busy celebratory period. She commended the County for the first-ever coordinated Juneteenth celebration across multiple municipalities, with events staggered so as not to overlap. She called the Juneteenth event a genuine success. Second, Mayor Anthony announced a new full-service driver's license agency on Fort Bragg – a service that had not existed on post for many years – and credited the current Garrison Commander for working diligently to bring it back for soldiers, veterans, family members, and civilian employees. Third, Mayor Anthony informed the Board of a request received from Cumberland County regarding support for a consolidated 911 center. She explained that the Town had previously pulled out of the 911 agreement with the County due to double taxation – residents were already paying a fee through their cell phone bills on top of the County tax – and that Cumberland County was now encouraging other municipalities to do the same and consolidate services under one umbrella. She noted this was receiving some pushback from the City of Fayetteville but that the Town did not have a direct stake in that particular dispute. She said the County was requesting a Letter of Support from municipalities and that she personally supported the consolidation, noting that residents simply want to know that police, fire, and EMS will respond when 911 is called, regardless of the administrative structure behind it. She stated she would forward background information to the Board for consideration and asked whether the Board would like to provide a Letter of Support.

Commissioner Jackson asked why the City of Fayetteville was not supportive of the consolidation and would like more information before she commits to a Letter of Support. Mayor Anthony acknowledged she did not have the full background on Fayetteville's position but noted it appeared to be primarily a financial disagreement between the City and the County. She reiterated that the Town's interest was straightforward – ensuring calls are answered and services are dispatched.

Fourth, Mayor Anthony made a reminder that "Lunch with the Mayor" was scheduled for Wednesday, June 24, 2026, at 12:00 pm at Rice, Roots and Rolls. Fifth, Mayor Anthony noted a significant upcoming meeting on Friday, June 26, 2026, with Piedmont Natural Gas to finalize the natural gas infrastructure agreement, and said she would share more information after that meeting. Sixth, Mayor Anthony announced she would be out of the office from July 9th through the 11th, having received another scholarship from Local Progress to attend their national convening in Baltimore. She described Local Progress as a grassroots organization focused on policy development for municipalities, providing training on how to address complex policy challenges. Last, Mayor Anthony pledged support on behalf of Circa 1865 by announcing that the organization would make a donation to assist with Commissioner Jackson's back-to-school backpack initiative for Spring Lake students.

o. Board of Commissioners Report – Town of Spring Lake Board of Commissioners – First, Mayor Pro Tem Sutherland thanked the Police Department for its service, referencing a report shared at a prior meeting that the Town had responded to over 900 calls in a single month. Second, Mayor Pro Tem Sutherland expressed gratitude to residents for utilizing the newly reopened drive-through window at the Town Hall, noting it had helped reduce foot traffic inside. Third, Mayor Pro Tem Sutherland stated that she had been approached on several occasions by residents who watch Board meetings on YouTube and reported having difficulty hearing the audio. She requested that the Town Manager look into the issue so viewers would be able to clearly hear the proceedings, noting that many residents actively follow the meetings online. Fourth, Mayor Pro Tem Sutherland stated that she was grateful for the progress being made on the Town's audit through the collaborative efforts of Mr. English and Mr. Overton. She noted that the necessary documentation had been gathered and that the Town was moving forward. She recalled that when she previously left the Board, the Town was behind on audits and expressed her satisfaction that progress was now being made. Fifth, Mayor Pro Tem Sutherland stated that, if approved, the budget reflected the hard work of the Board, staff, and department heads throughout the budget process. She acknowledged Mr. English and the Board members for their dedication, including working late hours, attending work sessions, and asking questions to prepare the budget for adoption. She expressed her satisfaction that the proposed budget provided employee raises while maintaining existing water rates and property taxes for residents, and stated that she looked forward to the budget being approved. Last, Mayor Pro Tem Sutherland recognized Commissioner Jackson's upcoming back-to-school giveaway planned for August and noted that many children in the community would need school uniforms. She announced that she and Mr. Sutherland would sponsor uniforms for several children by contributing funds toward the effort and encouraged to continue promoting the initiative within the community so families in need would be aware of the available assistance. Commissioner Thompson announced that there would be no Town cleanup event during the Fourth of July weekend. She stated that the cleanup program would resume on the first Saturday in August. First, Commissioner Jackson requested the development of a community resource guide identifying services available to Spring Lake residents, including organizations, churches, food pantries, and clothing assistance programs. She stated that such a guide would help ensure residents are aware of resources already available within the community and volunteered to lead the effort if supported by the Board. Last, Commissioner Jackson provided an update on her annual back-to-school event, scheduled for August 15, 2026, which will serve Spring Lake residents. She explained that this year's event has a particular focus on assisting students affected by the closure of Manchester Elementary, noting that the W.T. Brown's uniform requirement has created an additional financial burden for families. She reported that the community campaign has received strong support and donations from local organizations, businesses, churches, and elected officials. Commissioner Jackson expressed appreciation for those contributions and stated that efforts to support affected students and advocate for the community would continue. Commissioner Burgess stated that the Town continues to make progress on several community improvement initiatives despite public perception to the contrary. He highlighted ongoing efforts to secure Grants for additional murals, address blighted properties, and strengthen code enforcement activities. Commissioner Burgess noted that Town staff had recently met to discuss these initiatives and acknowledged that some enforcement actions may not be well received but would ultimately benefit the community. He then invited Police Chief Jarman to address the Board and provide an update on a recent initiative he had shared with him.

Chief Jarman approached the podium and provided an update on the Police Department's traffic enforcement efforts. He stated that the department has identified a significant increase in traffic accidents and speeding complaints throughout the Town and has implemented targeted traffic enforcement operations in response. Chief Jarman explained that the initiative is intended to improve public safety, reduce traffic collisions, and ultimately help lower insurance costs for residents.

Chief Jarman reported that a targeted traffic enforcement operation was conducted, utilizing five (5) officers assigned on overtime so that regular patrol operations and emergency response capabilities were maintained. During the operation, officers conducted 56 traffic stops and issued 40 speeding citations requiring court appearances. He further reported that the highest recorded speed was 80 miles per hour. Additional citations included expired registrations, inspection violations, no insurance, window tint violations, stoplight violations, unsafe movement violations, and three (3) citations for driving while license revoked.

Chief Jarman stated that enforcement efforts were conducted throughout the Town, including Main Street, Highway 210, Highway 87, Cecil Ave. in the Holly Hills neighborhood, and Deerfield. He noted that regular patrol officers also continue to conduct radar enforcement during their normal shifts. He further advised that many of the traffic violations involve motorists traveling through Spring Lake rather than Town residents.

Chief Jarman also informed the Board that the Police Department has applied for a $10,000 Grant through the Governor's Highway Safety Program to assist with overtime costs associated with traffic enforcement operations. He stated that Grant awards are expected to be announced last this year but emphasized that the department intends to continue its enforcement efforts regardless of the Grant outcome.

In response to an inquiry from Mayor Anthony regarding radar certification, Chief Jarman stated that his goal is to have at least one (1) radar-certified officer assigned to every shift, with the long-term objective of certifying all officers and equipping each patrol vehicle with radar equipment as funding becomes available.

First, Commissioner Cooper expressed appreciation to Town staff for their hard work and dedication, stating that their efforts were greatly appreciated. Second, Commissioner Cooper advised Commissioner Jackson that she had obtained school supplies to support her upcoming back-to-school event and would provide those items for distribution. Third, Commissioner Cooper shared that she attended the Mayor Anthony's Juneteenth brunch and commended the event, noting that it featured spoken word presentations, local catering, and participation from individuals representing municipalities throughout Cumberland County. She stated that the collaborative event was well attended and encouraged others to participate in future years. Commissioner Cooper further announced that she and Debora Hudson had each received a Community Excellence Award in recognition of their leadership and service to the Town of Spring Lake. She thanked Circa 1865 and Mayor Anthony for the recognition and highlighted the Mayor's keynote remarks regarding the historic slave cemetery, describing the presentation as meaningful and impactful. Fourth, Commissioner Cooper stated that she remains willing to share information and training materials obtained through professional development opportunities with other Board members whenever such resources are available. Last, Commissioner Cooper also announced that she had received a scholarship to attend the Local Progress conference in Baltimore, Maryland, scheduled for July 9-11, 2026.

p. Manager's Report – Interim Town Manager Dennis English Jr. – Mr. English thanked Chief Jarman for his report and echoed Commissioner Burgess' remarks regarding the Town's increased focus on code enforcement. He stated that, in addition to addressing the Town's water infrastructure, improving code enforcement and eliminating nuisance properties are among his highest priorities as Interim Town Manager.

Mr. English advised that staff are preparing proposed Ordinance revisions to strengthen the Town's code enforcement authority, noting that the current Ordinances lack sufficient enforcement provisions. He expressed his expectation that the proposed Ordinances would be presented to the Board for consideration at the next meeting.

Mr. English also announced that Tony Porter, a former Town employee with experience in both law enforcement and code enforcement, would be returning to assist the Town's code enforcement efforts. He stated that staff had recently toured several areas of Town to identify properties requiring attention and emphasized that addressing nuisance properties and minimum housing issues would remain a primary focus of his administration.

Mr. English further provided an update on the Town's DCIP Grant application, stating that staff planned to submit the application by the June 25, 2026. along with the required support letter. He expressed optimism about the opportunity and thanked the Board for its continued support and the opportunity to serve the Town.

q. Town Attorney Report – Town Attorney Michael Porter – Attorney Porter stated he had no report at this time.

10. CLOSED SESSION

Action: Motion to approve to go into Closed Session pursuant to NCGS §143-318.11(a)(1) – Confidentiality – Closed Session Minutes, Pursuant to NCGS §143-318.11(a)(3) – Attorney-Client Privilege, and Pursuant to NCGS §143-318.11(a)(6) – Personnel.
Motion by: Commissioner Cooper
Second by: Commissioner Thompson
Vote: Unanimous

Action: Motion to approve to come back into Open Session. No action was taken.
Motion by: Mayor Pro Tem Sutherland
Second by: Commissioner Cooper
Vote: Unanimous

After Closed Session, the Board voted on the Adoption of TOSL Budget Ordinance FY2026-2027. Please refer to item 9j.

11. ADJOURNMENT

Action: There being no further business to come before the Board, Mayor Anthony adjourned the meeting at 9:06 pm.

ATTEST:

Carly Autry, CMC, NCCMC
Town Clerk

Kia Anthony
Mayor

Town of Spring Lake
Special Meeting of the Board of Commissioners
Municipal Building
300 Ruth Street
Spring Lake, NC 28390

June 29, 2026 **MINUTES** 2:30 pm

The Spring Lake Board of Commissioners held a Special Meeting in the Grady Howard Conference Room of the Spring Lake Municipal Building with Mayor Kia Anthony presiding.

Board Members Present: Mayor Pro Tem Fredricka Sutherland
Commissioner Tony Burgess
Commissioner Soña L. Cooper
Commissioner Jackie Jackson
Commissioner Adrian Thompson

Others Present:
Commissioner Glenn Adams, Cumberland County Board of Commissioners
Carly Autry, Town Clerk
Dennis English Jr., Interim Town Manager
Police Chief Errol Jarman, Spring Lake Police Department

1. CALL TO ORDER

Mayor Anthony declared a quorum and called the meeting to order.

2. OPEN SESSION

a. Resolution 2026-13; A Resolution of the Town of Spring Lake Board of Commissioners Accepting the FY2027 North Carolina Governor's Highway Safety Program Grant – Police Chief Errol Jarman – Mr. English addressed the Board, stating that he had been surprised on Friday when he received word that the Town had been awarded the Grant. He noted that at the time the notification came in, Chief Jarman was on vacation, and he was therefore able to gather information from staff, who he acknowledged had worked very hard on the Grant proposal. He stated that since the Chief Jarman had since returned, he would yield the floor to him to speak to the Grant directly.

Chief Jarman addressed the Board and explained that the Grant came through the Governor's Highway Safety Program and that this type of award typically amounts to $10,000. He explained that the purpose of the Grant is to assist the Police Department with enforcing traffic violations, with the ultimate goal of reducing traffic accidents in Spring Lake. He described that the department had observed a direct correlation between traffic violations – particularly reckless motion and speed – and an increase in traffic-related incidents in the Town. Chief Jarman expressed his intention to pursue further Grants to assist the Town with law enforcement, particularly in the area of traffic enforcement, noting that there were other Grants available that he believed the department could be awarded to help the community.

Mayor Anthony offered congratulations to the Police Department and remarked that any assistance the Town could receive to offset costs was greatly appreciated, noting that the Police Department consumes a significant portion of the Town's entire budget.

Commissioner Cooper also extended congratulations to Chief Jarman, remarking that it had been a while since the Town had received funding from the Highway Safety Program and expressing that she was glad the Town would be participating in it robustly going forward. Chief Jarman referenced Representative Colvin as having been a significant supporter of the program.

Mayor Pro Tem Sutherland took the opportunity to thank Chief Jarman for his networking efforts and for staying on top of matters that benefit the Town, referencing a prior conversation in which they had spoken about the program and expressing appreciation for Chief Jarman's continued follow-through.

Action: Motion to approve Resolution 2026-13; A Resolution of the Town of Spring Lake Board of Commissioners Accepting the FY2027 North Carolina Governor's Highway Safety Program Grant.
Motion by: Commissioner Thompson
Second by: Commissioner Cooper
Vote: Unanimous

b. Piedmont Natural Gas Contract – Mayor Kia Anthony – Mayor Anthony clarified upfront that no motion would be made on this item at this meeting because Attorney Porter had not yet had an opportunity to review the contract. She stated that the purpose of presenting it at this Special Meeting was to ensure that all Board members had the information and could raise any questions so that those could be compiled and passed along to the Attorney at once.

Mayor Anthony provided detailed background on the history of the project. She explained that the Town had been working with Piedmont Natural Gas for approximately two and a half (2 ½) years to resume efforts to bring natural gas service to Spring Lake. She recounted that when Piedmont first brought their proposal to the Town, the cost estimate was $24 million. That figure was subsequently reduced to $8 million, then to $4 million, and now the project stood at a total cost of $1.3 million. She described this reduction as monumental.

Mayor Anthony also provided context on the Town's prior history with this project, noting that this was not the first time Spring Lake had pursued natural gas access. Previous attempts had repeatedly met a dead end due to complications with Fort Bragg. She explained that a major breakthrough had occurred in this effort: Fort Bragg had granted the necessary easement, and had in fact provided the most optimal route for installing the natural gas line – directly down Bragg Blvd.

Mayor Anthony described that Piedmont Natural Gas had set a very aggressive timeline for completion, proposing to have the project finished by August 2027. She noted that this timeline was contingent upon receipt of state funding. She explained the funding structure: the Town had allocated funding in the previous year's budget, which was tied to a Grant received from the state that was coupled with the Mutzberg Park project. She stated there was $250,000 remaining from that Grant allocation, and that the Town had also allocated an additional $300,000 in the current year's budget, drawn directly from the

General Fund, for the project. She further noted that Senator Tom McInnis had sent an email confirming that he had formally requested the funding from the state, and while she expressed confidence that the funding would come through, she acknowledged that nothing is certain until official approval is received.

Mayor Anthony described the contract itself, noting that it was the initial contract provided by Piedmont. She raised a specific concern about the payment terms as written, explaining that the contract stipulated that the Town would pay the full $1.3 million upfront. She clarified, however, that this was not how the Town intended to pay – the Town had discussed and agreed with Piedmont on multiple occasions that payments would be made in installments. The first installment would be made to initiate the permitting process, and additional payments would follow as state funding came in. She stated that the Town would draft a letter outlining the installment payment schedule to attach to the contract when it was returned to Piedmont. She noted that Piedmont's representative had confirmed they were comfortable with this approach and anticipated it would go through without problems.

Mayor Anthony also outlined additional concerns she intended to raise with the Attorney. She stated that the contract as currently written was drafted primarily to protect Piedmont and that she wanted to ensure the Town had adequate protections built in – specifically, she wanted language that gave the Town of Spring Lake control and a say over which easements or parcels of property Piedmont could access to install the line, rather than giving Piedmont full authority over the Town's land. She also mentioned that she wanted the contract to include a breakdown of where the funding was coming from, particularly in the event that the County contributed additional monies.

Commissioner Jackson asked about a reference to a "resource center" in the contract language. Mayor Anthony acknowledged she was not certain what that referred to and stated she would seek clarification on that point.

Commissioner Jackson also asked about the amount of state funding expected. Mayor Anthony confirmed the state funding was expected to total $800,000, and added that Cumberland County had also offered to explore whether it could contribute additional funding to the project. She explained that if the County were to contribute the $300,000 that the Town had allocated in the current budget cycle, it would be tremendously helpful. Mayor Anthony expressed gratitude for the County's involvement, describing it as a unique gesture. She explained that the County had structured a plan that charged the Town a minimal amount while providing infrastructure built for long-term expansion. She described the potential for Spring Lake to become a hub that could eventually supply natural gas to other municipalities northwest of the Town. She also mentioned that conversations had taken place with other communities and that the County had expressed deep interest in the project. She framed this as not just a major economic catalyst for Spring Lake alone, but as an economic catalyst for the entire County, and described the significance of Spring Lake becoming an active contributor to the development of Cumberland County.

Commissioner Jackson inquired whether any funding that may be provided by the County would be required to be repaid by the Town.

Commissioner Glenn Adams, the Cumberland County Commissioner in attendance, approached the podium and commented on the long history of the natural gas project, noting that the effort had been underway for nearly ten (10) years and had spanned the tenure of three (3) Fort Bragg Garrison Commanders. He stated that reaching this milestone, particularly with the project cost reduced to approximately $1.3 million, was a significant achievement. Commissioner Adams also emphasized the project's economic development potential, noting that several hotel owners and other businesses were already anticipating access to natural gas and would be ready to connect once service became available. He stated that the County views its contribution as an economic incentive to encourage commercial growth. Commissioner Adams further stated that the County would not expect the Town to repay the funding.

Commissioner Jackson requested that Piedmont's representative be invited to come before the Board to give a more thorough presentation and answer questions directly. Mayor Anthony agreed, noting that Piedmont's local representative was actually from Spring Lake and that his family still lived there, and that he was in regular contact with the Mr. English. She confirmed she would extend an invitation for him to appear before the Board.

Commissioner Cooper asked for clarification on the amount of funding the County anticipated providing toward the project.

Commissioner Adams responded that the County's original intent was to contribute approximately one-half of the Town's project cost, which was estimated at about $250,000. He added that if the County is able to provide $300,000, it would do so. Commissioner Adams reiterated that the County views the project as an economic development investment that benefits all of Cumberland County, rather than solely the Town of Spring Lake, making it easier to justify funding as an economic incentive. He noted that the proposal would still require approval from the full Board of County Commissioners but expressed confidence that support could be obtained due to the infrastructure and economic benefits the project would provide.

Commissioner Jackson inquired whether the application should identify the site contact as the Mayor, noting that while Mayor Anthony's name was listed, her title should also be included for clarity. Commissioner Jackson also questioned about whether the contract was Piedmont's standard commercial contract or one specific to municipalities. Mayor Anthony said she was not certain but would seek clarification from Piedmont on that point.

Mayor Anthony clarified that once Attorney Porter had reviewed the contract and the Town was ready to formally accept and execute it, a Resolution would be drafted to formalize the Board's approval, ensuring the full consent of the Board was on record.

Commissioner Jackson noted she would also want the contract to include a detailed breakdown of the funding sources so the Board would know where each portion of the funding was coming from.

Mayor Pro Tem Sutherland raised a procedural concern about why Attorney Porter had not been given the contract to review prior to calling the Special Meeting. Mayor Anthony explained that the Special Meeting had already been called for the Governor's Highway Safety Grant, and that the Piedmont contract had also just arrived on Friday, so she decided to use the existing Special Meeting as an opportunity to brief the full Board on the contract simultaneously, rather than wait for a separate meeting.

Mayor Anthony concluded by stating that it would come back before the Board, and that another Special Meeting might potentially need to be called once Attorney Porter review was complete and the modifications were ready.

c. Joint 911 Communications Center – Commissioner Jackie Jackson – Commissioner Jackson stated that she had initially had some concerns but that they had since been answered for her. She attributed her initial confusion to not having read the Resolution word for word in sufficient detail and acknowledged that as her own mistake.

Mayor Anthony stepped in to provide full transparency and context for the record. She explained that a Resolution had been adopted by the Town on January 12, 2026, well before the current discussion, as part of a process that had begun approximately a year and a half (1 ½) ago. The purpose of that Resolution was to remove Spring Lake from a situation in which the Town was effectively being double-taxed for 911 call center services. She explained that residents already pay a tax for 911 call center services through the state – embedded in cellphone charges – and that the Town had separately been paying Cumberland County as well, which constituted a double payment for the same service.

Mayor Anthony noted the history behind the original arrangement: Spring Lake had previously employed two (2) Town staff members who worked at the County's 911 call center, and the Town's $135,000 annual payment to the County covered those two (2) salaries. When that staffing arrangement changed and the state-level cellphone tax was already in place, it no longer made sense for the Town to continue paying the County directly. Mayor Anthony noted that since the Town had exited this agreement, the $135,000 that was no longer being paid to the County had been redirected into the Police Department budget, and those funds were used to hire two (2) new police officers.

Mayor Anthony also mentioned that the Town of Hope Mills had taken notice of the same double-taxation issue and had followed suit by similarly withdrawing from their arrangement with the County. She described the current situation as a dispute between the County and the City of Fayetteville – both of which operate 911 call centers – over who would provide consolidated service going forward. She made clear that while the County wanted to consolidate all 911 operations under its authority, Fayetteville also has its own 911 call center and the two (2) entities needed to come to an agreement. She stated that while it was not Spring Lake's dispute to resolve, the Town expected that its residents' 911 calls would continue to be answered promptly, regardless of which entity ultimately administered the center.

Mayor Pro Tem Sutherland stated that the discussion regarding the 911 agreement began in June 2025 under former Town Manager Mr. Rorie and recalled raising concerns at that time regarding the Town's $135,000 contribution. She expressed the importance of ensuring the Town exercised due diligence throughout the process and that Spring Lake residents continued to receive timely emergency services while the County and the City of Fayetteville implemented the agreement. Mayor Pro Tem Sutherland also questioned whether the Town would have any opportunity to receive future revenues associated with the 911 system and emphasized the importance of protecting the Town's interests in any arrangement.

Mayor Anthony responded that, based on guidance from Attorney Porter, the Town would not be able to recover the previously contributed $135,000 because the existing contract had not been voided. She clarified that funding for the 911 call center is generated through the state-imposed 911 surcharge collected on telephone services and stated that the Town does not make direct payments to operate the 911 call center.

Mayor Pro Tem Sutherland noted that, prior to this discussion, she had not fully understood the scope of what had been agreed to and indicated that had she been more fully informed, she might not have been as willing to sign off giving full authority to the County.

At this point in the discussion, Cumberland County Board Chairman Kirk deViere entered the meeting chamber. Mayor Anthony, noting the timing as perfectly coincidental, invited Chairman deViere to approach the podium and provide an overview of the 911 situation directly.

Chairman deViere provided an update on the status of negotiations between Cumberland County and the City of Fayetteville regarding the joint 911 Communications Center. He explained that both entities were in the process of coming to a Joint Resolution and that he believed they were approximately 95% in agreement on the operational structure and how the center would function. He acknowledged that legal professionals on both sides were continuing to work through the remaining details. He noted that both parties had agreed to certain timelines and that it was important to have these conversations as a team and in the moment.

Mayor Pro Tem Sutherland reiterated her appreciation for the work being done but pressed that the accountability structure needed to be clearly established. She noted that if the County held full administrative authority, residents and officials would know exactly where to go when something went wrong.

Mayor Pro Tem Sutherland, referencing the Resolution language, noted that June 30, 2026, had appeared to be a deadline referenced in the documents, and expressed relief that an extension had been secured. Chairman deViere clarified that the previous Call Center Director had originally been scheduled to depart but had agreed to remain through July 8, 2026, and that the 45-day timeline was something that the City of Fayetteville and Cumberland County had mutually agreed to – once a Joint Resolution was formally adopted confirming their readiness to work together, the two (2) parties would have 45 days to finalize all details.

Commissioner Cooper expressed concern about accountability, asking who would be responsible if something went wrong during this transitional period. She stated that her preference would be for all 911 authority to remain with the County, since that would make it clear where to direct concerns. She expressed worry that if Fayetteville were in control, accountability could become unclear or difficult to enforce depending on who was in charge there.

Chairman deViere stated that the County's proposed Resolution included language providing that the County would hold administrative authority – meaning the County would handle Human Resources, Finance, the facility, and technology. He further noted that the County had added specific accountability provisions in response to public concerns, including an outlined review process to ensure the administrative authority was held to a defined standard, with Board-level oversight to enforce accountability.

3. ADJOURNMENT

Action: There being no further business to come before the Board, Mayor Anthony adjourned the meeting at 3:04 pm.

ATTEST:

Carly Autry, CMC, NCCMC
Town Clerk

Kia Anthony
Mayor

Town of Spring Lake
Special Meeting of the Board of Commissioners
Virtual – Zoom

July 8, 2026 **MINUTES** 6:03 pm

The Spring Lake Board of Commissioners held a Special Meeting Virtual via Zoom with Mayor Kia Anthony presiding.

Board Members Present: Mayor Pro Tem Fredricka Sutherland
Commissioner Tony Burgess
Commissioner Soña L. Cooper
Commissioner Jackie Jackson
Commissioner Adrian Thompson

Others Present:
Carly Autry, Town Clerk
Dennis English Jr., Interim Town Manager

1. CALL TO ORDER

Mayor Anthony declared a quorum and called the meeting to order. Mayor Anthony briefly addressed the virtual attendees, requesting that all participants keep their phones muted and clarifying that there would be no responses accepted from the audience during the meeting. She stated the purpose of the Special Meeting was to discuss and consider possible actions regarding the Interim Town Manager's employment agreement, including a possible extension or other actions concerning the Town Manager position.

2. OPEN SESSION – To discuss and consider possible action regarding the Interim Town Manager employment agreement, including a possible extension or other action concerning the Town Manager position

Mayor Anthony provided the Board with background context regarding the circumstances that prompted the Special Meeting. She explained that when the Town originally created and signed the contract with Mr. English for Interim Town Manager services, a specific expiration date had been included in that contract. However, Mayor Anthony noted that the Town had only had the opportunity to list the position on the Town's website, and that it had been posted in only that one (1) location for just under two (2) weeks.

Mayor Anthony stated that her primary request of the Board was to extend Mr. English's contract for a period of 30 to 60 days. She explained that this extension would allow the Town sufficient time to properly notice the position on the appropriate platforms – platforms she indicated had been previously discussed in Closed Session. She described these platforms as standard platforms that the Town had used in the past and that are used by most municipal organizations. Mayor Anthony emphasized that the goal of the extension was to ensure the Town was following the correct processes and procedures in opening the position up to potential candidates. She made clear that the only action she was asking of the Board was the contract extension so there would be adequate time to properly list the position.

Following Mayor Anthony's remarks, Mayor Pro Tem Sutherland acknowledged the sensitivity of the matter, noting that discussions about employment contracts involve citizen interests. She referenced the Board's prior Closed Session discussions, specifically noting that Commissioner Jackson had previously stated how the Board would move forward with the process. Mayor Pro Tem Sutherland expressed the view that the Board had already been moving forward in a proper manner and raised a concern about additional steps or platforms that appeared to have been added after the fact, stating the Board needed clarity on where things stood given what had already been committed to in Closed Session. Despite this concern, Mayor Pro Tem Sutherland expressed agreement with extending the contract, provided it aligned with what had been discussed in Closed Session.

Mayor Anthony responded by reaffirming the core reason for the extension – that the position had only been posted in one (1) location, rather than the full list of platforms that had been identified in Closed Session. She indicated that this was the primary reason no applicants had yet been received, and she reiterated her request for a 30-day extension to ensure that a fair opportunity was being provided by listing the position in all of the locations previously agreed upon, within the same time frame discussed in Closed Session.

Commissioner Jackson then offered a specific proposal for the Board's consideration. She suggested that Mr. English's contract be extended through September 1, 2026. She further proposed that, consistent with what the Board had discussed in Closed Session, the job posting should close in 30 days – specifically by July 31, 2026. Commissioner Jackson noted that July 31, 2026, would be well over the 30-day mark. She then proposed that beginning August 1, 2026, the Board should begin interviewing candidates for the Town Manager position, with the goal of having a Town Manager hired by the first meeting in August.

Mayor Anthony confirmed her understanding of Commissioner Jackson's proposal, summarizing it as follows: the month of July would be used for the extension period and for listing the position in all appropriate locations; the posting would close on July 31, 2026; and beginning August 1, 2026, the Board would initiate the interview and hiring process with whatever applicants had applied during that period.

Commissioner Cooper indicated agreement with Commissioner Jackson's proposal.

Commissioner Jackson made a motion in accordance with the discussion and the timeline proposed.

Action: Motion to extend Mr. English's Interim Town Manager contract through September 1, 2026, to post the Town Manager position on all appropriate platforms through July 31, 2026, and to begin the interview and hiring process on August 1, 2026, with applicants received during the posting period, which was all discussed during a Closed Session.
Motion by: Commissioner Jackson
Second by: Commissioner Cooper
Vote: Unanimous

Mayor Anthony summarized the outcome of the vote for the record: Mr. English's contract would be extended through September 1, 2026; the Town Manager position would be posted on all appropriate platforms from the date of the meeting through July 31, 2026, at which point the posting would close; and if applicants were received, the Board would begin the interviewing and hiring process thereafter.

3. ADJOURNMENT

Action: There being no further business to come before the Board, Mayor Anthony adjourned the meeting at 6:11 pm.

ATTEST:

Carly Autry, CMC, NCCMC	Kia Anthony
Town Clerk	Mayor

Town of Spring Lake
Special Meeting of the Board of Commissioners
Municipal Building
300 Ruth Street
Spring Lake, NC 28390

August 3, 2026 **MINUTES** 1:34 pm

The Spring Lake Board of Commissioners held a Special Meeting in the Grady Howard Conference Room of the Spring Lake Municipal Building with Mayor Kia Anthony presiding.

Board Members Present: Mayor Pro Tem Fredricka Sutherland
Commissioner Tony Burgess
Commissioner Soña L. Cooper
Commissioner Jackie Jackson
Commissioner Adrian Thompson

Others Present:
Carly Autry, Town Clerk

1. CALL TO ORDER

Mayor Anthony declared a quorum and called the meeting to order.

2. CLOSED SESSION

Action: Motion to approve to go into Closed Session pursuant to NCGS §143-318.11(a)(6) – Personnel.
Motion by: Commissioner Cooper
Second by: Commissioner Thompson
Vote: Unanimous

Action: Motion to approve to come back into Open Session. No action was taken.
Motion by: Commissioner Thompson
Second by: Commissioner Jackson
Vote: Unanimous

3. ADJOURNMENT

Action: There being no further business to come before the Board, Mayor Anthony adjourned the meeting at 2:27 pm.

ATTEST:

Carly Autry, CMC, NCCMC
Town Clerk

Kia Anthony
Mayor

Unity for Prosperity
Town of Spring Lake North Carolina

Board of Commissioners Agenda Cover Sheet

Meeting Date
August 10, 2026

Agenda Location
Introductions & Special Presentations

Item Title
Child Advocacy Center (CAC)

Presenter
John Webster, Executive Director

Summary/Description
A video presentation addressing child abuse and neglect and the Center's multidisciplinary approach to serving child victims and their families. The video will highlight the importance of recognizing and reporting child abuse and neglect, the coordinated response involving law enforcement, child protective services, medical professionals, prosecutors, and victim advocates, as well as the services provided by the Child Advocacy Center to reduce trauma and support children throughout the investigative and healing process.

Requested Action
Informational Only

Funding Source (If Applicable):
N/A

Cost: N/A **Yes** ☐ **No** ☒

Additional Documents to be Included in Agenda Packet
N/A – YouTube video will be shown

TOWN OF SPRING LAKE NORTH CAROLINA

Board of Commissioners Agenda Cover Sheet

Meeting Date

August 10, 2026

Agenda Location

Introductions & Special Presentations

Item Title

Sista Soul Fest

Presenter

Ayreka Plowden

Summary/Description

The presentation will provide the Board with an overview of the annual event, which celebrates culture, entrepreneurship, wellness, and community while supporting local and women-owned businesses. The presentation will include event details, sponsorship opportunities, anticipated community impact, marketing and promotional efforts, and the organizers' goal of partnering with local businesses and community stakeholders to support the event. The event is proposed to be held on Saturday, September 19, 2026, at the Spring Lake Recreation Center.

Requested Action

Other – Requesting Town Sponsorship

Funding Source (If Applicable):

N/A

Cost: N/A **Yes** ☐ **No** ☒

Additional Documents to be Included in Agenda Packet

Sista Soul Fest NC Sponsor Deck PowerPoint

ROOTED. GROWN. GOLDEN.

5 YEARS OF CULTURE, COMMUNITY AND RESILIENCE

Sista SOUL FEST

NORTH CAROLINA

2026 SPONSORSHIP OPPORTUNITIES

ABOUT SISTA SOUL FEST NC

Sista Soul Fest is an annual celebration of culture, creativity, entrepreneurship, wellness, and community connection. We bring people together to celebrate local talent, support small businesses, and create inclusive experiences that inspire, empower, and strengthen our community.

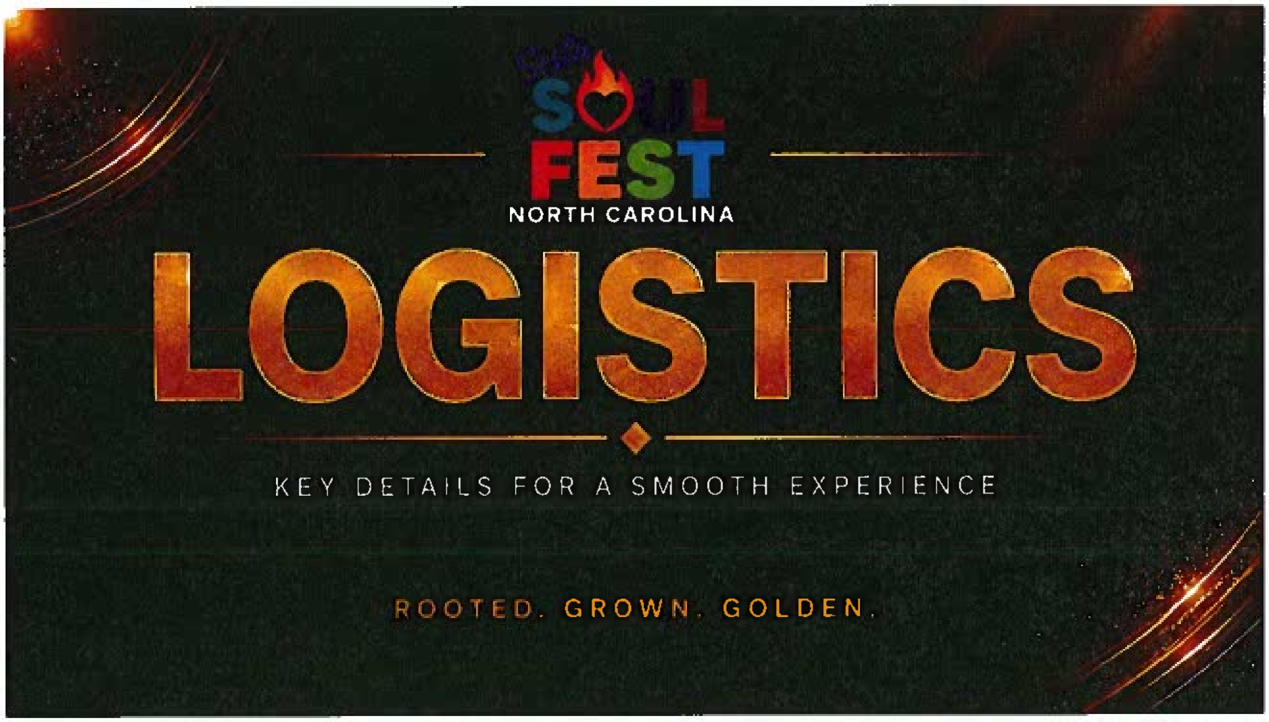
100+ WOMEN-OWNED BUSINESSES SUPPORTED

300+ ATTENDEES EACH YEAR

5 YEARS OF COMMUNITY IMPACT

FAMILY FRIENDLY EVENT

STRONG MARKETING & MEDIA VISIBILITY



Sista SOUL FEST
NORTH CAROLINA

LOGISTICS

KEY DETAILS FOR A SMOOTH EXPERIENCE

ROOTED. GROWN. GOLDEN.

THE MAIN EVENT

ROOTED. GROWN. GOLDEN.

Sista SOUL FEST
NORTH CAROLINA

EVENT DATE:
SATURDAY, SEPTEMBER 19, 2026

EVENT TIME:
11:00 AM - 4:00 PM

PROPOSED LOCATION:
SPRING LAKE RECREATION CENTER

EVENT DETAILS

EVERYTHING YOU NEED TO KNOW

FREE EVENT

Open to the Public

VENDOR FEES

- [illegible] for General (Non-Food) Vendors
- $145 Food Trucks / Food Tents / Consumable Goods
- $80 Non-Profit / Community Organizations

INDOOR EVENT

Food Tents and Trucks will be outside.

MARKETING REACH

- Social Media (Facebook)
- Instagram
- TikTok
- Local Event Pages (CityMoms, WeeFender, Flyerserver, Etc.)
- Posting Flyers
- Grassroots Advertising
- Eventeny

VENDOR CAP: WE ARE CAPPING OUR VENDORS TO **50 TOTAL VENDORS.**

BECOME A PART OF OUR GOLDEN YEAR

Your sponsorship supports more than an event.
It fuels opportunities, strengthens local businesses and creates a lasting impact.

SUPPORT LOCAL WOMEN-OWNED BUSINESSES

INVEST IN COMMUNITY GROWTH & ECONOMIC EMPOWERMENT

PROMOTE WELLNESS, CREATIVITY & CULTURAL EXPRESSION

BUILD BRAND AWARENESS & GOODWILL

WE ARE LOOKING TO PARTNER WITH BUSINESSES IN AND AROUND THE FAYETTEVILLE AREA TO HELP

SUPPORT OUR MISSION.

◆

OUR GOAL IS TO RAISE

$10,000+

TO HELP FUND OUR EVENT AND HELP HIGHLIGHT LOCAL AND SURROUNDING AREA BUSINESSES, RESOURCES, ETC. WITHIN AND AROUND OUR COMMUNITY.

◆

IN APPRECIATION OF YOUR SPONSORSHIP, WE WILL BE HAPPY TO OFFER 5 SPONSORSHIP TIERS, EVENT-SPECIFIC SPONSORSHIPS, AS WELL AS A LA CARTE SPONSORSHIPS.

SOUL FEST
NORTH CAROLINA

SPONSORSHIP TIERS

SOUL FEST

NORTH CAROLINA

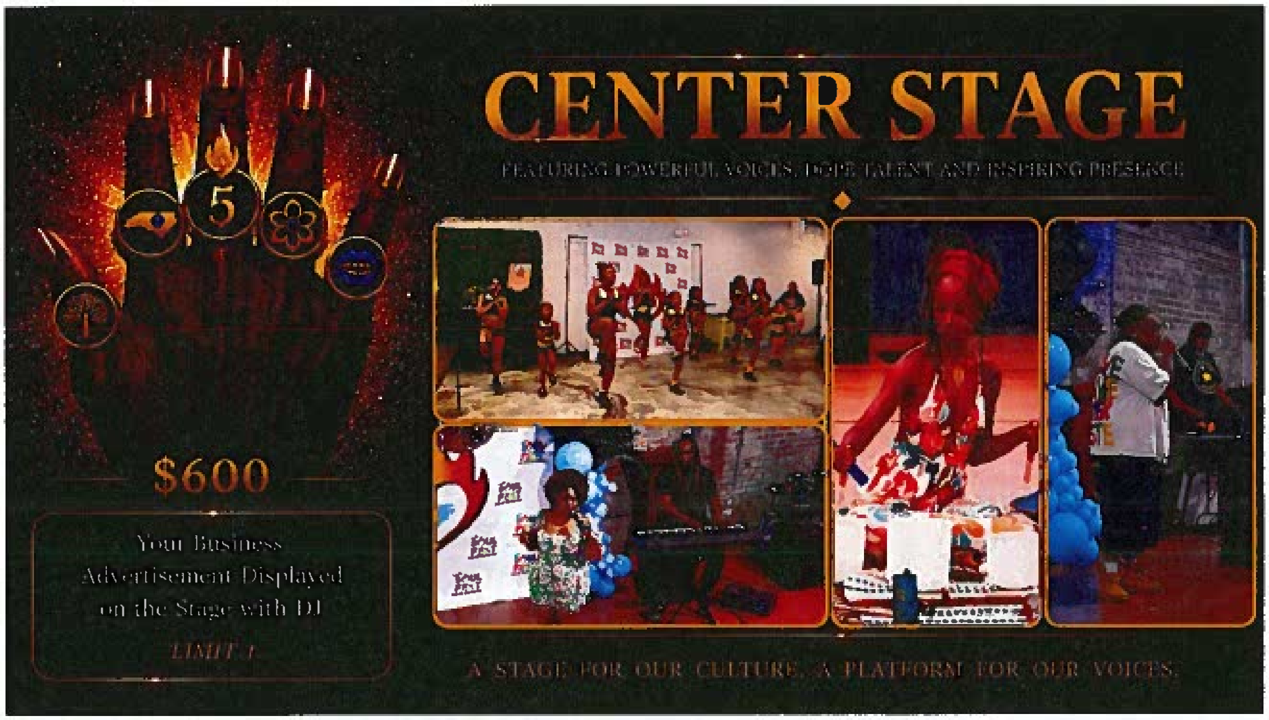
WE ARE LOOKING TO PARTNER WITH BUSINESSES IN AND AROUND THE FAYETTEVILLE AREA TO HELP

SUPPORT OUR MISSION.

OUR GOAL IS TO RAISE $10,000+ TO HELP FUND OUR EVENT AND HELP HIGHLIGHT LOCAL AND SURROUNDING AREA BUSINESSES, RESOURCES, ETC. WITHIN AND AROUND OUR COMMUNITY.

SPONSORSHIP LEVELS	BRONZE $500+	SILVER $1,000+	GOLD $2,000+	PLATINUM $3,000+	DIAMOND $6,000+
RECOGNITION ON SISTA SOUL FEST WEBSITE	Business name	Small business logo	Medium business logo	Large business logo	Business logo banner
LOGO ON EVENT TEE	—	Small business logo	Medium business logo	Medium business logo	Large business logo
EVENT DAY TEES	—	(2)	(4)	(10)	(20)
LOGO ON DISPLAY DURING SISTA SOUL FEST NC	—	—	—	✓	✓
DJ SHOUT OUTS	(1) DJ Shout Out	(2) DJ Shout Outs	(3) DJ Shout Outs	(4) DJ Shout Outs	(4+) DJ Shout Outs
SOCIAL MEDIA SHOUT OUTS	(1) Social Media Shout-Out	(2) Social Media Shout-Outs	(3) Social Media Shout-Outs	(4) Social Media Shout-Outs	Weekly Social Media Shout-Outs (Leading up to Event)
FREE VENDOR BOOTH (NON-SELLING INFO TABLE)	—	✓ Your business/Organization can set up a table to give out information about who you are and what you offer (non-selling)	✓ Your business/Organization can set up a table to give out information about who you are and what you offer (non-selling)	✓ Your business/Organization can set up a table to give out information about who you are and what you offer (non-selling)	✓ Your business/Organization can set up a table to give out information about who you are and what you offer (non-selling)
EDUCATIONAL PROGRAM / PRESENTATION	—	—	(5 min) Educational Program	(5 min) Educational Program	(10 min) Educational Program / Presentation
ADVERTISEMENT ITEMS IN VENDOR PACKET	✓	✓	✓	✓	✓

EVENT SPECIFIC SPONSORSHIPS



CENTER STAGE

FEATURING POWERFUL VOICES, DOPE TALENT AND INSPIRING PRESENCE

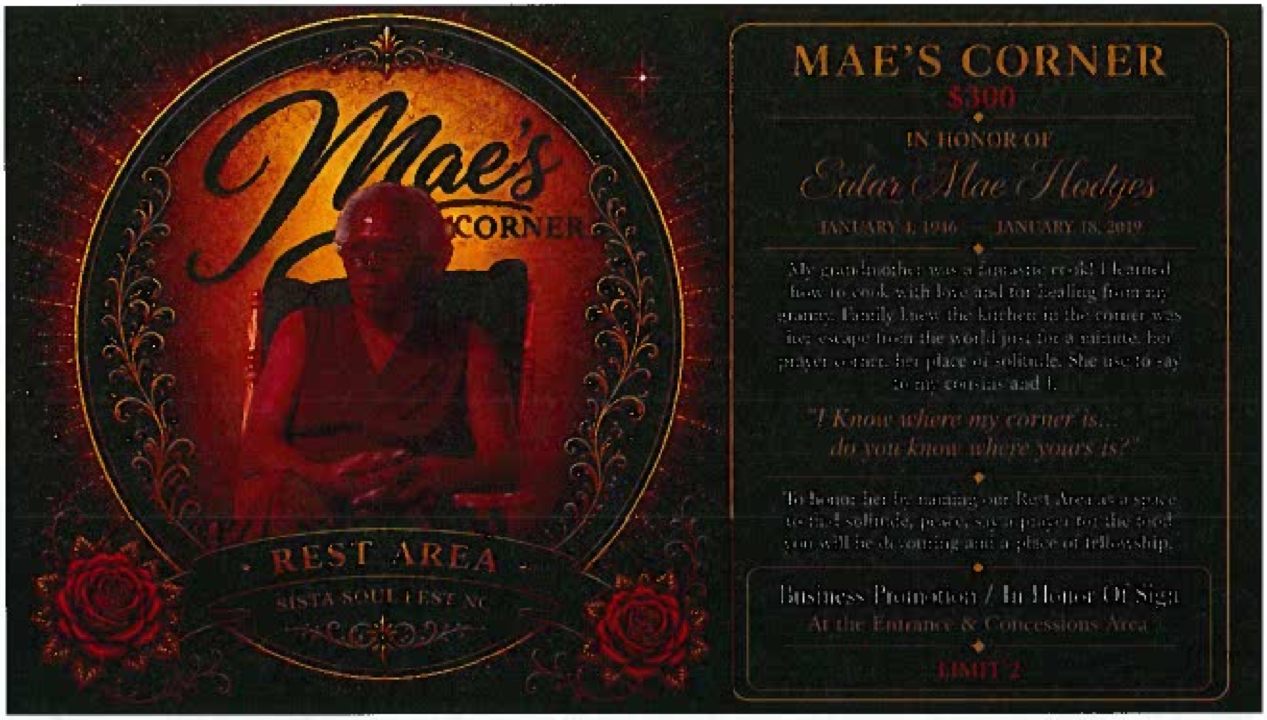
◆

$600

Your Business Advertisement Displayed on the Stage with DJ

LIMIT 1

A STAGE FOR OUR CULTURE, A PLATFORM FOR OUR VOICES.



MAE'S CORNER

$300

◆

IN HONOR OF

Eular Mae Hodges

JANUARY 1, 1946 — JANUARY 18, 2019

◆

My grandmother was a fantastic cook! I learned how to cook with love and for healing from my granny. Family knew the kitchen in the corner was her escape from the world just for a minute, her prayer corner, her place of solitude. She use to say to my cousins and I,

"I Know where my corner is... do you know where yours is?"

◆

To honor her by naming our Rest Area as a space to find solitude, peace, say a prayer for the food you will be devouring and a place of fellowship.

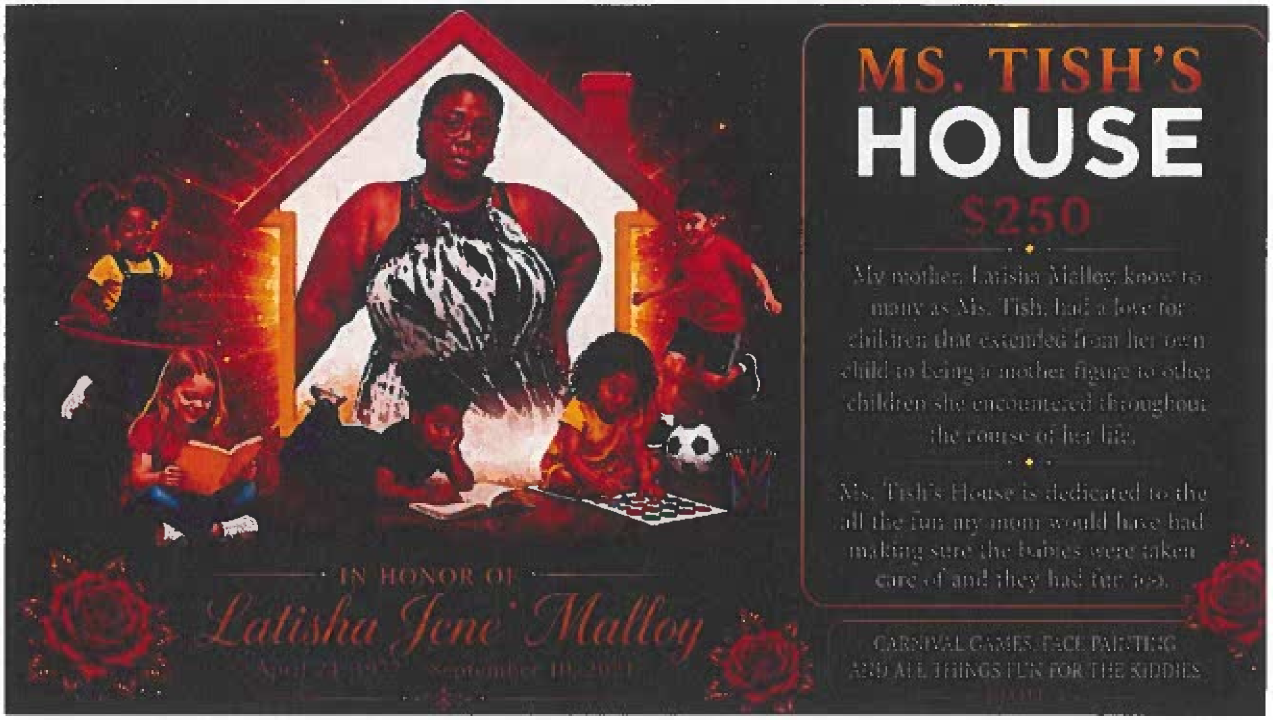
◆

Business Promotion / In Honor Of Sign

At the Entrance & Concessions Area

◆

LIMIT 2



MS. TISH'S HOUSE

$250

My mother, Latisha Malloy, know to many as Ms. Tish, had a love for children that extended from her own child to being a mother figure to other children she encountered throughout the course of her life.

Ms. Tish's House is dedicated to the all the fun my mom would have had making sure the babies were taken care of and they had fun too.

CARNIVAL GAMES, FACE PAINTING AND ALL THINGS FUN FOR THE KIDDIES

LIMIT 1

IN HONOR OF

Latisha Jene' Malloy

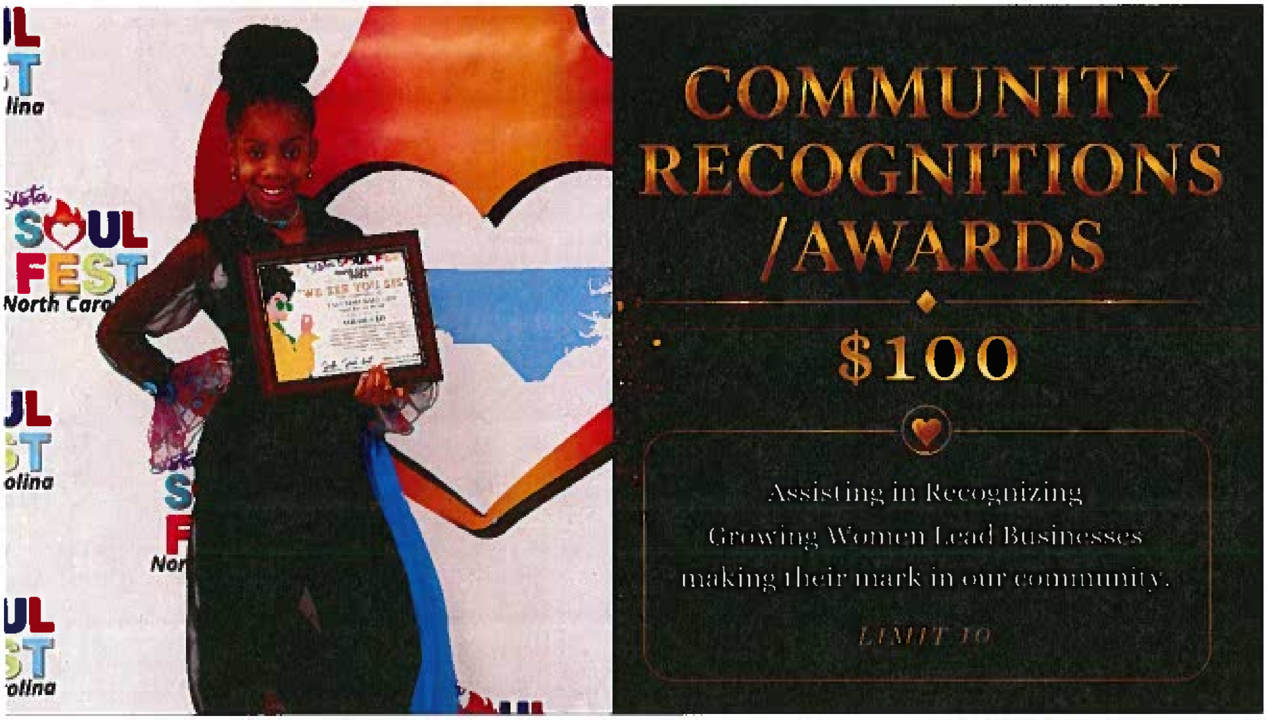
April 24, [illegible] – September 10, 2021

SAFETY FIRST

$200

First Aid Station, Security and all things to keep the vendors and attendees safe

LIMIT 1



COMMUNITY RECOGNITIONS /AWARDS

$100

Assisting in Recognizing
Growing Women Lead Businesses
making their mark in our community.

LIMIT 10

A LA CARTE SPONSORSHIP

Sista SOUL FEST North Carolina

A LA CARTE SPONSORSHIPS

CHOOSE THE OPPORTUNITIES THAT ALIGN WITH YOUR BRAND

Every Contribution Makes an Impact!

DISCLAIMER

All A La Carte Sponsors will receive the same deliverables that their sponsorship amount falls under in the Main Sponsorship Tiers.

SWAG BAG	$100	May provide one (1) branded item for swag bag. Such as branded items like pens, notepads, koozies, stickers, etc. LIMIT 10
BADGE LANYARDS	$200	Our vendors and event staff / Volunteer wear color coded lanyards during Sista Soul Fest NC that correlates with their section/duty. Your branding on the brightly colored lanyards worn by all SSF NC Participants. LIMIT 1
I'M IN MY BAG	$1,000	Tote Bags are presented to each attendee as they check in at registration. Insert your company's literature or gift item inside the bags. Sponsor is responsible for providing bags and may place their logo on the bag. LIMIT 1
SELFIE STATION	$1,500	We don't have to tell you the importance of social media presence. This opportunity provides a fun way to build brand awareness. LIMIT 1
REFUEL STATION	$200	• Branded décor during breaks, including custom napkins, cups, etc., with company logo branded on each to be distributed to volunteers and event staff. • Provide lunch vouchers for the food trucks who are participating or sponsor boxed lunches. LIMIT 4
RIDING THE AIR WAVES	$500	Have your company, organization or brand advertised as "This radio advertisement is brought to you by..." or "This ad was sponsored by..." LIMIT 6
NAME IN LIGHTS	$1,200	Sponsor one (1) of four (4) Billboard locations throughout Fayetteville and surrounding areas to advertise Sista Soul Fest NC LIMIT 4
VOLUNTEER / VENDOR T-SHIRTS	$2,000	Company Name and Logo on t-shirts for Volunteers and Vendor Participation Shirts LIMIT 1
VENUE SPONSORSHIP	$2,000	This sponsorship helps cover the cost of securing the venue, event insurance, and all necessary permits to ensure a safe, smooth, and successful Sista Soul Fest NC experience. LIMIT 1

For information and questions, please contact: | Ayeka Plowden | sistasoulfest2020@gmail.com

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WOULD YOU LIKE TO

DONATE

Time, Services,

SWAG BAG GIFTS FOR VENDORS, BUSINESS PROMOTIONAL ITEMS?

BECOME AN IN-KIND SPONSOR!

Sista Soul Fest – NC is proud to accept in-kind sponsorships for all sponsor levels. Goods or services valued at any of the tier levels will receive the [illegible] in place of the dollar amount.

SOME EXAMPLES OF HOW YOU CAN BE AN IN-KIND SPONSOR:

- Professional Photographs / Videos of the Event
- Radio / Local TV Promo
- Event Banner & Decorations
- Raffle Prizes
- Promotional Pens, Sticky note pads, etc.
- And SO MUCH MORE!

DON'T SEE WHAT YOU'RE LOOKING FOR?

LET'S TALK AND CREATE A *Customized Sponsorship!*

For information and questions, please contact: | Ayeka Plowden | sistasoulfest2020@gmail.com

SUBMIT A

SPONSORSHIP FORM AT:

tinyurl.com/2026SSFNCSponsors

IF YOU HAVE ANY QUESTIONS OR CONCERNS,

EMAIL US AT

SISTASOULFEST2020@GMAIL.COM

Board of Commissioners Agenda Cover Sheet

Meeting Date	**Agenda Location**
August 10, 2026	Introductions & Special Presentations

Item Title
Consolidated Annual Performance and Evaluation Report (CAPER)

Presenter

Rayshonia (Ray) Manuel, Community Development Director, Cumberland County Community Development

Summary/Description
The presentation will summarize Community Development Block Grant (CDBG) accomplishments, including completed projects, public services provided, nonprofit partnerships, homelessness outreach efforts, and funding expenditures. Highlights include two (2) completed projects in Spring Lake, funding for four (4) nonprofit organizations, services provided to 4,562 public service clients, outreach and support for 362 individuals experiencing homelessness, and a total completed project value of approximately $181,853. The presentation will also provide an update on future community development initiatives and offer the Board an opportunity to receive information and provide feedback.

Requested Action
Informational Only

Funding Source (If Applicable):
N/A

Cost: N/A **Yes** ☐ **No** ☒

Additional Documents to be Included in Agenda Packet
Cumberland County Community Development CAPER Snapshot

CUMBERLAND COUNTY
NORTH CAROLINA

Cumberland County Community Development CAPER Snapshot

Program Year 2025 • Prepared for the Town of Spring Lake, NC

Spring Lake Town Hall Overview

Draft figures may be refined.

What is a CAPER?

CAPER stands for Consolidated Annual Performance and Evaluation Report. It summarizes how HUD housing and community development funds were used during the program year and highlights accomplishments, services, and community impact.

HUD National Objectives

- Benefit low- and moderate-income persons
- Aid in the prevention or elimination of slums or blight
- Meet urgent community development needs

Projects Completed in Spring Lake	Nonprofits Funded	Public Service Clients Served	Homeless Outreach / Support
2	4	4,562	362

Countywide Funding Snapshot

	Resources Available	Amount Expended
CDBG	$966,616.71	$834,493.29
HOME	$1,256,151.40	$69,052.28

Key Accomplishments

Affordable Housing

- 16 housing rehabilitations completed countywide
- Preserved owner-occupied housing
- Supported affordable housing initiatives

Public Services

- Funded 4 nonprofit partners
- Served 4,562 clients
- Provided health, basic needs, and supportive services

Homelessness Response

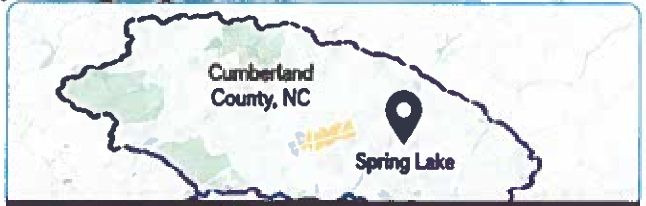
- Supported outreach and case management for 362 persons
- Strengthened homeless services and housing stability efforts
- Supported transitional housing operations

Spring Lake Highlights

- 2 projects completed in Spring Lake
- Total completed project value: $181,853
- Rehabilitation projects completed
- Kingdom Community Development Corporation Phase III project approved by the Board of County Commissioners

Spring Lake Project Highlights

Kingdom Community Development Corporation / Elizabeth Street Phase III



Cumberland County Map - Spring Lake Highlighted

Looking Ahead

Cumberland County Community Development will continue outreach, strengthen partnerships, and support projects that improve housing, services, and quality of life. The community road show is expected to increase awareness and participation in future program years.

Cumberland County Community Development | 707 Executive Place, Fayetteville, NC 28305 | 910-323-6112 | cced.info@cumberlandcountync.gov | cumberlandcountync.gov

TOWN OF SPRING LAKE NORTH CAROLINA

Board of Commissioners Agenda Cover Sheet

Meeting Date
August 10, 2026

Agenda Location
Introductions & Special Presentations

Item Title
Appearance & Sustainability Committee Annual Report (FY 2025–2026)

Presenter
Cynthia Wilt, Appearance Committee

Summary/Description
The Appearance & Sustainability Committee will present its FY 2025–2026 Annual Report highlighting completed projects, Grant funding received, and future initiatives. During the fiscal year, the Committee completed the Beauty of North Carolina mural at Mendoza Park, the Embrace the Beauty of Change mural, and the Mendoza Park Fun Zone, which features interactive painted games, Little Free Libraries, educational materials, and promotional items designed to encourage recreation, learning, and community engagement. Total project funding for the fiscal year was $16,200, including $11,000 from the Arts Council of Fayetteville|Cumberland County and $5,200 in private donations. The Committee will also provide an update on future projects to be considered during the upcoming fiscal year, including additional Municipal Arts Allocation funding opportunities.

Requested Action
Informational Only

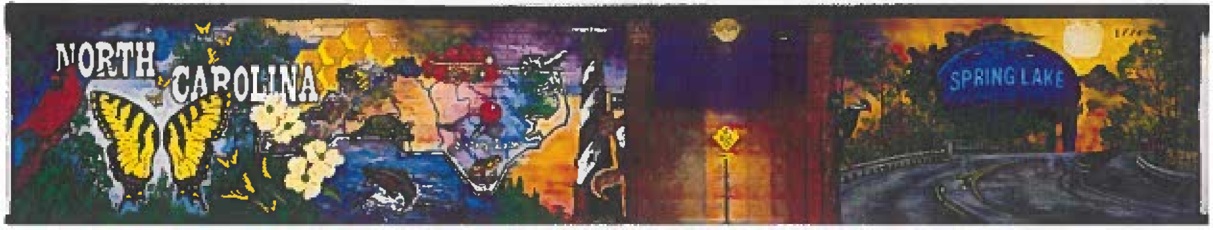
Funding Source (If Applicable):
N/A

Cost: N/A **Yes** ☐ **No** ☒

Additional Documents to be Included in Agenda Packet
Appearance & Sustainability Committee Annual Report (FY 2025–2026)
Pictures for Presentation to Board meeting

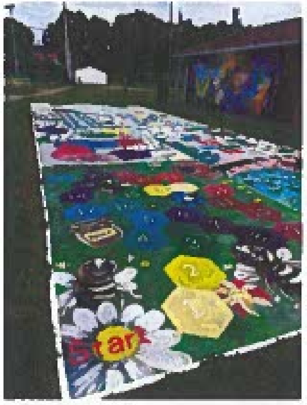
Spring Lake Appearance & Sustainability Committee
Final Report FY 25-26

Beauty of North Carolina – Mendoza Park: Cost $6,200 (private donations & $1,000 from Arts Council Municipal Arts Allocation) -merged picture with doors removed from image



Embrace the Beauty of Change – Boyd's: Cost $3,000 funded by Arts Council Municipal Arts Allocation (MAA)

Mendoza Park Fun Zone – includes games, marketing items, Little Free Libraries: Cost $7,000 (Project Support Grant from Arts Council)



--Marketing items:

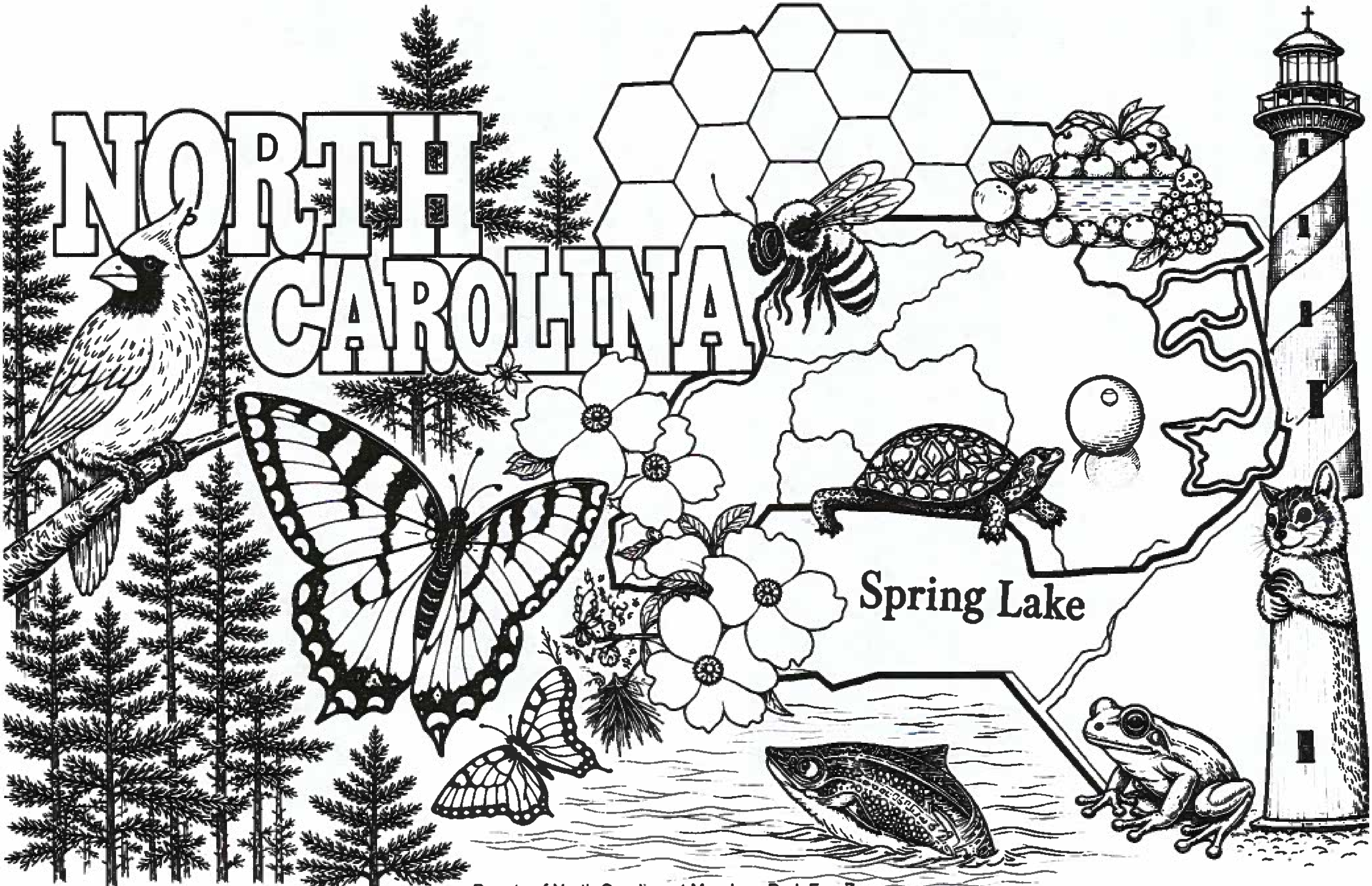
Coloring pages (attached), frisbees, stickers, bubbles, postcards, art supplies for W.T. Brown Elementary School, Draft letter to Parks & Recreation (attached)

--Little Free Libraries: Take a Book. Share a Book. Date installed -pending.

FY 25-26 Total Funds: $16,200.00
$11,000 from Arts Council
$5,200 from private donations

Future Projects to be discussed at next Committee meeting on 08/12/2026: MAA - $4,000

NC Symbols Coloring Page



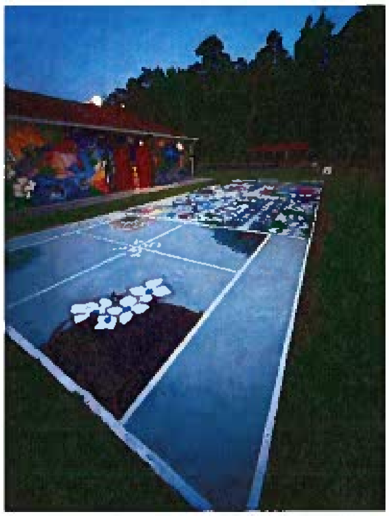
Beauty of North Carolina at Mendoza Park Fun Zone

NC Symbols Coloring Page

Beauty of North Carolina at Mendoza Park Fun Zone

DRAFT

Dear Town of Spring Lake and Cumberland County Parks & Recreation Team,



The Town of Spring Lake Appearance and Sustainability Committee is pleased to introduce you to the Mendoza Park Fun Zone. This community art installation transformed eight existing concrete pads at Mendoza Park into interactive playground games through artist-designed paintings.

The Fun Zone encourages movement, creativity, and educational engagement for children, families, and visitors of all ages. The interactive designs promote physical activity, imaginative play, and social interaction while incorporating nature, educational concepts, and family-friendly activities. Each design also features at least one recognizable element from the *Beauty of North Carolina* mural at Mendoza Park, which highlights many of North Carolina's official state symbols.

We are reaching out to request your assistance in helping raise awareness of this unique community resource among Cumberland County residents. Whether through your website, social media platforms, newsletters, community calendars, or other outreach efforts, featuring the Mendoza Park Fun Zone would help introduce more families to this free, engaging recreational destination.

The Mendoza Park Fun Zone provides opportunities for outdoor recreation, learning, wellness, and creative play, making it an asset for residents throughout the county. We believe increased visibility will encourage more families to visit, explore, and enjoy the park's interactive installations funded by the **Arts Council of Fayetteville/Cumberland County**.

Thank you for your continued commitment to enhancing parks and recreational opportunities throughout Cumberland County. We appreciate your consideration and would be grateful for any opportunity to collaborate in promoting the Mendoza Park Fun Zone.

Sincerely,

Raul Palacios

Raul Palacios, Committee Chair
Town of Spring Lake
Appearance and Sustainability Committee

Change to Town Manager or Mayor

ARTSCOUNCIL
FAYETTEVILLE · CUMBERLAND CO.

Board of Commissioners Agenda Cover Sheet

Meeting Date
August 10, 2026

Agenda Location
Old Business

Item Title
Update on Kiosks

Presenter
Interim Town Manager Dennis English Jr.

Summary/Description
Provide an update regarding the unutilized kiosk that was previously located at the Water Department drive-thru.

In 2025, the Town of Spring Lake installed two (2) self-service payment kiosks to provide residents with an additional option for making utility bill payments. One kiosk was installed at the Water Department drive-thru, and the second kiosk was installed at the Manchester Fire Department to improve payment accessibility for residents throughout the community.

Since the reopening of the Water Department drive-thru payment window, customer demand for the kiosk at that location significantly decreased. Because customers once again have the option to make payments directly through the drive-thru window during normal business hours, the kiosk at the Water Department was removed.

The kiosk located at the Manchester Fire Department remains in service and continues to provide residents with a convenient payment option outside of Town Hall. This location offers an alternative for customers who may be unable to visit Town Hall during regular business hours or who prefer the self-service payment option.

Requested Action
Informational Only

Funding Source (If Applicable):
N/A

Cost: N/A **Yes** ☐ **No** ☒

Additional Documents to be Included in Agenda Packet
N/A

UNITY FOR PROSPERITY
TOWN OF SPRING LAKE NORTH CAROLINA

Board of Commissioners Agenda Cover Sheet

Meeting Date
August 10, 2026

Agenda Location
Old Business

Item Title
Piedmont Natural Gas Contract

Presenter
Mayor Kia Anthony & Interim Town Manager Dennis English

Summary/Description
The Town has received a Commercial Project Agreement from Piedmont Natural Gas for the installation of approximately 56,733 feet of natural gas main and related facilities to expand natural gas service within the Town. Under the agreement, Piedmont Natural Gas will install the infrastructure necessary to provide service, with a target completion date of August 1, 2027, subject to permitting, weather, site conditions, and other factors beyond Piedmont's control.

As outlined in the agreement, the Town is responsible for a construction contribution of $1,340,854.00 prior to the commencement of work. The agreement also establishes the responsibilities of both parties, including ownership and maintenance of facilities, easement requirements, customer obligations, and project completion requirements.

Requested Action
Approval

Recommends that the Board review and consider approval of the Commercial Project Agreement with Piedmont Natural Gas and authorize the Mayor and Town Clerk to execute all necessary documents on behalf of the Town.

Funding Source (If Applicable):
N/A

Cost: N/A **Yes** ☐ **No** ☒

Additional Documents to be Included in Agenda Packet
Piedmont Natural Gas Contract

Piedmont
Natural Gas

COMMERCIAL PROJECT AGREEMENT

Piedmont Natural Gas

Revised: April 2026

Regulated Work Type	Install Main	**Opportunity ID**	OP-0177739	**Work Order # (IR)**		**Business Partner ID**	
Project Address		**City**	Spring Lake	**State**	NC	**Zip**	28390
Resource Center	Fayetteville	**Total # Meters**	1	**Total # Services**	1		

Piedmont Natural Gas Company, Inc. (hereafter referred to as "Piedmont") and **The Town of Spring Lake** (or its authorized agent) (hereafter referred to as "Customer") hereby agree as follows:

1. Piedmont agrees to install natural gas pipelines and/ or related facilities (the "Facilities") necessary for Customer to receive service (the "Work") at the project location indicated below (the "Property") subject to verification of existing facilities.

2. A reasonable effort will be made to complete this construction on or before the date of **8/1/2027**. Customer understands that circumstances beyond the control of Piedmont such as, without limitations, weather, permits, supplier issues, acquisition of land rights, site conditions, and construction difficulties may result in delays for which the parties agree Piedmont has no liability. Piedmont will make a reasonable attempt to notify Customer if the installation cannot be completed by the date above.

3. Customer must pay **$1,340,854.00** toward construction cost of service before Piedmont is obligated to perform the Work including any procurement of materials or further design of the Facilities. This payment is separate and independent of the non-compliance charges described in Paragraph 12 and will be payable by Customer regardless of the applicability of any such Non-Compliance Charge. If construction costs are higher than originally estimated at the time this Agreement is executed for any reason or if Piedmont is unable to obtain the necessary land rights, Piedmont reserves the right to terminate this Agreement with no liability to Customer or negotiate with Customer the difference in cost. Piedmont will construct the main/service line to the nearest feasible point of the structure(s) as agreed to in writing by the parties in advance of the Work. Approximate total length of main: **56,733** feet.

4. All natural gas piping and related facilities up to and including the meter remain the property of Piedmont. Piedmont reserves the right to perform taps into each main and service line to provide service to adjacent properties if needed at a future date.

5. Piping and related facilities beyond the meter is the property and responsibility of Customer. Customer understands and agrees that it must ensure its piping, related facilities and area used to accommodate Piedmont's Facilities satisfy all applicable Piedmont requirements, laws and regulations, building codes, and inspection and testing requirements, if any (the "Customer Obligations"). Piedmont strongly recommends that Customer utilize a licensed, qualified contractor or technician to perform any necessary or recommended work on its facilities and ensure compliance with the Customer Obligations prior to the date on which Piedmont intends to commence Work. Customer may call Piedmont at **910 321-2949** to receive information regarding the applicable Customer Obligations. Piedmont reserves the right to not begin Work or initiate service until those portions of the Customer Obligations necessary to safely and effectively begin Work or initiate service are met.

6. Customer represents and warrants that either (1) Customer owns the Property and agrees to grant, at no cost to Piedmont, any easements and rights-of-way on the Property (as well as any other property owned by Customer) which Piedmont deems necessary to install and service the Facilities and perform related activities, including a right of access to the Facilities for Piedmont's agents, employees, and contractors, or (2) Customer is a lessee of the Property and is responsible for obtaining the Property owner's written consent for the Work, including the granting of any easements Piedmont deems necessary to complete the Work, using a form provided by Piedmont upon request.

7. Customer agrees to take reasonable and prudent measures to protect the Facilities located on the Property both during performance of and following completion of the Work. Customer agrees to notify Piedmont prior to any concurrent or future construction activity that might encroach upon an area which is within two and one-half (2 ½) feet in any direction of any Facilities located on the Property (such as building, paving or additions over the Facilities). Such construction activities may necessitate the relocation of the Facilities at Customer's expense in Piedmont's sole discretion.

8. Privately owned underground structures such as, without limitation, septic and fuel tanks, utility lines, drainage facilities, sprinkler systems, underground fencing, etc. cannot normally be located by Piedmont or its contractors prior to excavation. The location of these facilities on the Property must be marked by Customer both on a sketch and in the physical area of the installation. Customer agrees that neither Piedmont

nor its employees, agents, or contractors shall be responsible for any damage or personal injury to Customer or its employees, agents, contractors, or invitees or to their real or personal property resulting from such facilities being unmarked or incorrectly marked.

9. Customer understands and agrees that any Work and gas service provided by Piedmont is subject to Piedmont's Tariffs and Service Regulations currently on file with the applicable regulatory authorities, to any related orders by the applicable regulatory authorities, to Piedmont policies and approval processes, and to all other governing laws, rules, and regulations.

10. Any contamination, pollutant, or hazardous substance on the Property (collectively, "Contamination") that is known to or suspected by Customer shall be disclosed to Piedmont prior to commencement of the Work. Piedmont shall have the right to cease work if undisclosed Contamination is discovered. Customer shall indemnify, defend and hold harmless Piedmont, its parent(s), affiliates, successors and assigns and their respective officers, directors, employees, agents, and contractors (collectively, the "Indemnified Parties") from and against any and all claims, actions, expenses (including, without limitation, reasonable attorneys' and consultants' fees), liabilities, damages, and losses (collectively, the "Damages") incurred by or asserted against any of the Indemnified Parties arising out of Contamination on the Property, except to the extent the Damages are caused by the negligence of the Indemnified Parties. Customer shall also be responsible for all additional and reasonable costs incurred by Piedmont to complete the Work or comply with environmental laws which arise out of any Contamination and/or protection of Piedmont's employees, agents, and contractors against exposure to any Contamination. Customer shall reimburse Piedmont for all such costs within thirty (30) days of receiving an invoice.

11. If there are any changes to the gas meter pressure or gas load information shown below, Customer shall inform Piedmont promptly. Such changes may result in additional charges and delays in the completion of Work.

12. Customer understands and agrees that its commitment to obtain natural gas service for a certain number of commercial units is essential to Piedmont's decision to invest in the Facilities and perform the Work. As part of this commitment, Customer specifically agrees that all units (including all equipment committed to for such unit) indicated in the project information below must be connected to and using Piedmont's natural gas service by the end of the calendar year of **2027**. If the number of fully equipped units connected to and using natural gas service by the stated deadline is fewer than the required number indicated below, , then Piedmont will charge Customer **$7,076.62** per unit fewer than the number required hereunder (the "Non-Compliance Charge"). If the Non-Compliance Charge is applicable based on the preceding criteria, then it will be in addition to the amount, if any, Customer paid prior to construction as indicated in Paragraph 3. Prior to the completion of the Work, if Customer informs Piedmont that it no longer wishes to install natural gas service to the units committed to in this Agreement (including all equipment committed to for such units) or Customer is in default of its obligations hereunder after being provided a reasonable cure period by Piedmont, then Piedmont shall be entitled to cease performance of the Work, terminate this Agreement, and charge Customer the Non-Compliance Charge plus all costs incurred or committed to being incurred by Piedmont related to performance of the Work in excess of Customer's pre-construction contribution, if any, all in accordance with Piedmont's Commercial Service Guidelines. Any waiver or extension of Customer's obligations under this Paragraph 12, including reduction in fees, will be in Piedmont's sole discretion and must be in writing.

13. Customer shall indemnify, defend, and hold harmless the Indemnified Parties from and against any Damages incurred by or asserted against the Indemnified Parties in connection with or related to this Agreement, by reason of the death of or bodily injury to any person, or the destruction of or damage to any property, real or personal, arising out of the acts or omissions of the Customer or its employees, contractors, agents, or invitees, except to the extent caused by the negligence of Piedmont or its employees, agents or contractors.

14 Customer represents and warrants that it maintains adequate comprehensive general liability insurance coverage, either through a policy or policies of insurance or approved program of self-insurance, and any other insurance required by law.

15. This Agreement benefits and is binding upon Customer's heirs, successors, and assigns. This Agreement may not be assigned by Customer, in whole or in part, without the prior written consent of Piedmont. If the equipment to which Customer has committed under this Agreement is not yet being operated upon the sale of the Property, then Customer agrees to notify Piedmont of any sale of the Property and to notify any purchaser of the Property about this Agreement. All of Customer's obligations shall survive any sale of the Property unless and until a subsequent purchaser assumes Customer's full obligations under this Agreement in writing in a form reasonably acceptable to Piedmont.

16. If any provision of this agreement is found to be invalid, illegal or unenforceable in any jurisdiction, for any reason, all other provisions hereof will remain in full force and effect. All terms of this Agreement that would survive by their nature, including, without limitation, those providing for indemnification or termination costs, shall survive the termination or expiration of the Agreement. This Agreement shall be governed by and construed in accordance with the laws of the state where the Property is located, without regard to conflict of law principles. No amendment to this Agreement will be effective unless in writing and signed by both parties. This Agreement constitutes the entire agreement between the parties concerning the matters covered herein and supersedes all prior or contemporaneous oral or written agreements and/or understandings. Customer warrants and represents that the execution and performance of this Agreement will not cause it to violate any laws, ordinances, covenants, or provisions, of any mortgage, lease, or other agreement binding on it. Electronic signatures and transmission (such as pdf) shall be as effective as if originals, and this Agreement may be signed in counterparts, the sum of which constitutes a single document.

Legal Name of Customer

Signature:

Print Name:

Title:

Company / Customer Name: (Name for billing)	The Town of Spring Lake
Additional Company Name:	
Project / Service Address:	

City	Spring Lake	***State***	NC	***Zip Code***	28390
Billing Address	300 Ruth St				
City	Spring Lake	***State***	North Carolina	***Zip Code***	28390
Previous Address					
City		***State***		***Zip Code***	
Date Credit Verified		***Date Ownership Verified***		***Consent of Owner Required?***	No
Deposit Status		***Deposit Amount***		***CIAC Amount***	$1,340,854.00

Owner Name (Printed)		***Owner's Email***	
Owner's Address		***Owner Phone #***	

City		***State***		***Zip Code***	

Site Contact Name	Anthony, Kia	***Site Contact Email***	kia.anthony@townofspringlake.com
Business Phone	(910) 436-0337	***Mobile Phone***	(910) 703-6927

Customer Name (Printed)	Anthony, Kia		
Customer Signature		***Date***	
Customer Email (Executed agreement sent to this address)	kia.anthony@townofspringlake.com		
Piedmont Representative	*Richardson, Antonio*	***Date***	*6/25/2026*

COMMERCIAL REQUEST FORM

Special Instructions:	

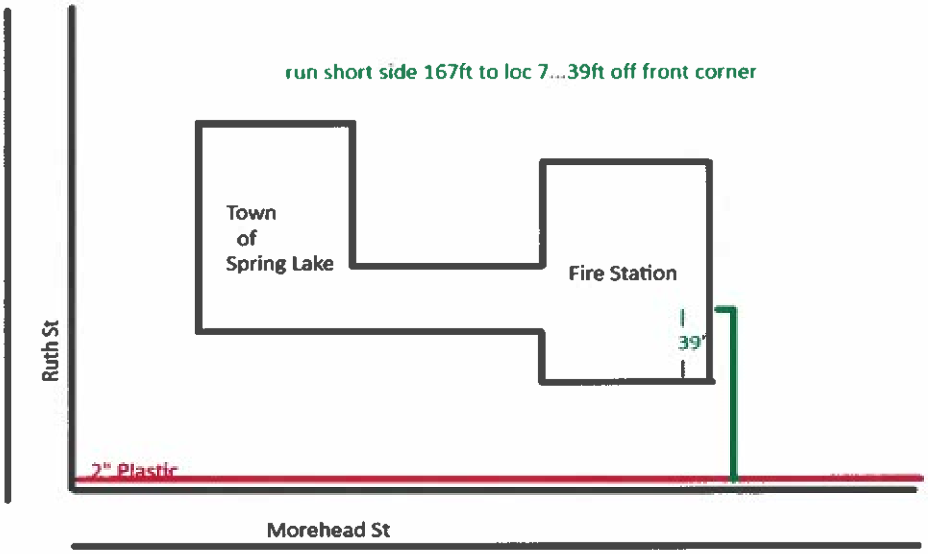
Check & indicate location of all underground structures that exist at this site on the sketch below:

Septic Tank/ Drain Field:	No	***Well/ Water Line:***	No	***Fuel Lines:***	No	***Cable/Phone Line:***	No
Sprinkler System:	No	***Invisible Fence:***	No	***Other (Describe):***			

SITE SKETCH

(Indicate Street and Cross-Street Reference)

Commercial Existing



PROJECT INFORMATION

Building #	**Riser #**	**Tenant**	**Unit #**	**Commercial Structure Type**	**Total Capacity**	**Pressure**
1	1			Office Space	160 CFH	2 psi

Riser and Meter Location Approved by Customer				***Date***			
Service Footage	167	***Service Size***	1.25 inch	***Dirt Bore:***	0	***Rock Bore:***	0
Non-Compliance Calculation							
Length of Service	167 X	***Non-Compliance State***	$37.02	***Non-Compliance Charge***	$6182.34		

Board of Commissioners Agenda Cover Sheet

Meeting Date
August 10, 2026

Agenda Location
New Business

Item Title
2026-14; Resolution Declaring Surplus of Personal Property

Presenter
Finance Director James Overton

Summary/Description

Declaring surplus of personal property on www.govdeals.com.

Listed on Appendix A – these vehicles will be surpluses when the new vehicles arrive.

An overview of the purchase of three (3) new fleet vehicles included in the FY 2026–2027 Budget Ordinance. The purchases include one (1) Ford F-350 4x4 Utility Body truck for Water Operations, one (1) Ford F-250 4x4 Utility Body truck for the Streets Department, and one (1) Ford F-150 4x4 XLT Crew Cab truck for the Public Buildings Department. The total purchase price for all three (3) vehicles is $185,876.22. The purchases were previously authorized through the adopted FY 2026–2027 Budget Ordinance and are being presented to the Board for informational purposes only. No Board action is required for the three (3) new vehicles.

Requested Action
Approval – Resolution Only

Funding Source (If Applicable):
N/A

Cost: N/A **Yes** ☐ **No** ☒

Additional Documents to be Included in Agenda Packet
2026-14; Resolution Declaring Surplus of Personal Property with Appendix A
Capital Ford Quotes – Three (3) trucks FY 2027

RESOLUTION 2026-14

RESOLUTION DECLARING SURPLUS OF PERSONAL PROPERTY

WHEREAS, the Town periodically has personal property that has outlived its useful life; and

WHEREAS, NCGS §160A-270 allows the Board of Commissioners to sell personal property at public auction upon adoption of a Resolution; and

WHEREAS, NCGS §160A-274 allows the Board of Commissioners to sell personal property directly to other "governmental units" upon adoption of a Resolution; and

WHEREAS, the attached list of personal property (Appendix A) is no longer needed for any governmental use by the Town of Spring Lake; and

WHEREAS, it is the intent of the Town to sell the declared surplus property either by direct sale to another governmental unit or by electronic public auction at www.govdeals.com at various durations of time, during the period of TBD upon Board Approval; and

WHEREAS, it is the intent of the Town to put the proceeds back into General Funds and Enterprise Funds; and

WHEREAS, the item is to be sold as is, all sales final, cash, or certified check only.

NOW, THEREFORE, BE IT RESOLVED, BY THE BOARD OF COMMISSIONERS OF THE TOWN OF SPRING LAKE THAT:

Section 1. The Town of Spring Lake does hereby declare said personal property surplus to the needs of the Town.

Section 2. The Town of Spring Lake does hereby authorize the aforementioned means of sale of said personal property either to another governmental unit or to the highest bidder.

Section 3. Town staff is hereby authorized to execute all documents associated with transferring the said personal property to the eventual purchaser.

Section 4. This Resolution shall be effective August 10, 2026.

ADOPTED UNANIMOUSLY by the Town of Spring Lake Board of Commissioners this 10th Day of August 2026.

ATTEST:

By: ______________________________
Carly Autry, CMC, NCCMC
Town Clerk

By: ______________________________
Kia Anthony
Mayor

150

CAPITAL Ford
RALEIGH, NC

GOVERNMENT SALES DIVISION

From Jennifer Romano Government Sales Mgr.
Phone/Fax Office 919-790-4468 Fax 919-871-6917
E-Mail jromano@capitalford.com

Date July 28th 2026
Town of Spring Lake

Quote NC2510A

2026 F150 Crew Cab XL, 4X4, 145", 2.7L V6, 10-Speed Auto, 5.5 ft Bed	**$ 41,987.14**
XLT Upgrade(W3L)	$ 3,935.00
301A Equiptment Group w/Pwr Driver Seat, LED Fog Lamps	$ 653.30
5.0L V8 Engine	$ 2,199.60
Black Platform Running Boards	$ 235.00
Flow Thru Console Vinyl Lid	$ 305.50

10-00-4260-500-00

	Total vehicles quoted	1
Incoming Unit		
	Total Price	**$ 49,315.54**

Remit to Capital Ford of Raleigh
4900 Capital Blvd
Raleigh, NC 27616

Preview Order 5640 - W3L - 4x4 XLT SuperCrew: Order Summary Time of Preview: 07/28/2026 14:35:08 Receipt: 4/10/2026

Dealership Name: Capital Ford, Inc. **Sales Code :** F21027

Dealer Rep.	Jennifer Romano	**Type**	Fleet	**Vehicle Line**	F-150	**Order Code**	5640
Customer Name	STATE OF NC	**Priority Code**	G2	**Model Year**	2026	**Price Level**	650

DESCRIPTION	**MSRP**	**INVOICE**	**DESCRIPTION**	**MSRP**	**INVOICE**
F150 4X4 SUPERCREW XLT - 145	$51915	$48540	JOB #2 ORDER	$0	$0
145 INCH WHEELBASE	$0	$0	FRONT LICENSE PLATE BRACKET	$0	$0
TOTAL BASE VEHICLE	$51915	$46986	BLACK PLATFORM RUNNING BOARDS	$250	$228
OXFORD WHITE	$0	$0	50 STATE EMISSIONS	$0	$0
CLOTH 40/CONSOLE/40	$0	$0	FLOW THRU CONSOLE VINYL LID	$325	$296
MEDIUM DARK SLATE	$0	$0	18X8.5 PAINTED ALUM WHL	$0	$0
EQUIPMENT GROUP 301A	$695	$633	EXTENDED RANGE 36GAL FUEL TANK	$0	$0
.XLT SERIES	$0	$0	CONN PKG: 1 YR INCL W/FORD APP	$0	$0
.8-WAY POWER DRIVERS SEAT	$0	$0	PRICE CONCESSION INDICATOR	$0	$0
.DUAL ZONE AUTO TEMP CONTROL	$0	$0	REMARKS TRAILER	$0	$0
.LED FOG LAMPS	$0	$0	SPECIAL DEALER ACCOUNT ADJUSTM	$0	$-1130
5.0L V8 ENGINE	$2595	$2362	SPECIAL FLEET ACCOUNT CREDIT	$0	$-1554
ELEC TEN-SPEED AUTO TRANS	$0	$0	FUEL CHARGE	$0	$17.20
LT265/70R18C BSW ALL-TERRAIN	$295	$269	NET INVOICE FLEET OPTION (B4A)	$0	$7
3.31 ELECTRONIC LOCK RR AXLE	$420	$382	PRICED DORA	$0	$0
7100# GVWR PACKAGE	$0	$0	ADVERTISING ASSESSMENT	$0	$0
FORD FLEET SPECIAL ADJUSTMENT	$0	$-520	DESTINATION & DELIVERY	$2795	$2795

	MSRP	**INVOICE**
TOTAL BASE AND OPTIONS	$59290	$52325.20
DISCOUNTS	NA	NA
TOTAL	$59290	$52325.20

ORDERING FIN: QS134 **END USER FIN:** QS134

INCENTIVES

Acc. Code ID :10 Contract/Ref # :27-178T Bid Date :09/25/25State : NC

DISCOUNTS:

$-4100.00

Customer Name:

Customer Address:

Customer Email:

Customer Phone:

CAPITAL **Ford**

RALEIGH, NC

GOVERNMENT SALES DIVISION

From	Jennifer Romano Government Sales Mgr.
Phone/Fax	Office 919-790-4648 Fax 919-871-6917
E-Mail	jromano@capitalford.com
Date	July 28th 2026 Town of Spring Lake
Quote	**State Contract NC2510A**

2026 F250 Crew Cab XL, 4X4, 160", 6.8L V8, 10-Speed Auto, 6.75 ft Bed	**$**	**46,991.98**
176 " Wheel Base	$	210.00
TBM LT245/75R17E BSW ALL-TERRAIN	$	156.00
18B Platform Running Boards	$	419.00
X3E 3.73 E-Locking Axle	$	405.00
52B Trailer Brake Controller	$	282.00
52S Interior Work Surface	$	132.00
59F Roof Clearance Lights	$	141.00
66S Upfitter Switches	$	235.00
96V XL Chrome Package	$	400.00
Pj's Service Body	$	12,296.00
Per vehicle	**$**	**61,667.98**
Total vehicles quoted		1
Total Price	**$**	**61,667.98**

Remit to	Capital Ford of Raleigh 4900 Capital Blvd Raleigh, NC 27616

10-00-4260-500-00

FD **KTP-000320** NC 21C 208

LABL	ADJ	COV	PRCS	B10	RAMP	BUMP
6B		2	X			

1FT7W2BA7TED34239 SUPER MAIL 033895 444/635 1FT7W2BA7 **TED34239** NB GEPL

ford.com

VEHICLE DESCRIPTION

SUPER DUTY

TE **D34239**

2026 F250 SRW 4X4 CREW CAB
XL 176" WB STYLESIDE
6.8L DEVCT NA PFI V8 ENGINE
10-SPEED AUTO TORQSHIFT-G

EXTERIOR
OXFORD WHITE
INTERIOR
MEDIUM DARK SLATE VINYL

STANDARD EQUIPMENT INCLUDED AT NO EXTRA CHARGE

EXTERIOR
- DOOR HANDLES - BLACK
- HEADLAMPS - AUTOLAMP (ON/OFF)
- PICKUP BOX TIE DOWN HOOKS
- POWER TAILGATE LOCK
- TOW HOOKS
- TRAILER SWAY CONTROL
- TRAILER TOW MIRRORS
- WIPERS- INTERMITTENT

INTERIOR
- 1TOUCH DWN DR/PASS WINDOW
- 4.2" CLUSTER DISPLAY
- AIR COND, MANUAL FRONT
- CLOTH SUN VISORS
- DRIVER SEAT-MANUAL LUMBAR
- OUTSIDE TEMP DISPLAY
- PARTICULATE AIR FILTER
- POWER LOCKS AND WINDOWS
- STEERING:TILT/TELESCOPE, CRUISE & AUDIO CONTROLS

FUNCTIONAL
- 4-WHEEL ANTILOCK BRAKE SYS
- 5G MODEM
- FORD APP
- HILL START ASSIST
- MANUAL LOCKING HUBS
- MONO BEAM COIL SPRING FRT SUSPENSION W/STAB BAR
- REAR VIEW CAMERA
- REMOTE KEYLESS ENTRY
- SYNC®4 W/8" SCREEN

SAFETY/SECURITY
- ADVANCETRAC™ WITH RSC®
- AIRBAGS - SAFETY CANOPY®
- BELT-MINDER CHIME
- DRIVER/PASSENGER AIR BAGS
- SECURE PKG 1 YR INCLUDED
- SECURILOCK® ANTI-THEFT SYS
- SOS POST-CRASH ALERT SYS™
- TIRE PRESSURE MONIT SYS

WARRANTY
- 3YR/36,000 BUMPER / BUMPER
- 5YR/60,000 POWERTRAIN
- 5YR/60,000 ROADSIDE ASSIST
- 5YR/100,000 DIESEL ENGINE

INCLUDED ON THIS VEHICLE	(MSRP)
OPTIONAL EQUIPMENT/OTHER	
PREFERRED EQUIPMENT PKG.600A	
10-SPEED AUTO TORQSHIFT-G	NO CHARGE
LT245/75R17E BSW ALL-TERRAIN	165.00
3.73 ELECTRONIC-LOCKING AXLE	430.00
FRONT LICENSE PLATE BRACKET	NO CHARGE
PLATFORM RUNNING BOARDS	445.00
10000# GVWR PACKAGE	
50 STATE EMISSIONS	NO CHARGE
SPARE TIRE AND WHEEL	NO CHARGE
TRAILER BRAKE CONTROLLER	300.00
INTERIOR WORK SURFACE	140.00
ROOF CLEARANCE LIGHTS	150.00
JACK	
UPFITTER SWITCHES	250.00
190AMP(GAS)/250AMP(6.7L) ALTR	NO CHARGE
CONN PKG: 1 YR INCL W/FORD APP	
XL CHROME PACKAGE	425.00
.FOG LAMPS	

PRICE INFORMATION	(MSRP)
BASE PRICE	$52,900.00
TOTAL OPTIONS/OTHER	2,305.00
TOTAL VEHICLE & OPTIONS/OTHER	55,205.00
DESTINATION & DELIVERY	2,595.00

RAMP ONE	
RA4F	RAIL
RAMP TWO	ITEM #: 21-B319 O/T 59

TOTAL MSRP $57,800.00

Scan The QR Code to get more details about this vehicle

This label is affixed pursuant to the Federal Automobile Information Disclosure Act. Gasoline, License, and Title Fees, State and Local taxes are not included. Dealer installed options or accessories are not included unless listed above.

SPECIAL ORDER

R383 R 6B 2X 630 000320 02 02 26

California Air Resources Board — Gasoline Vehicle

Environmental Performance

These ratings are not directly comparable to the U.S. EPA/DOT light-duty vehicle label ratings. For information on how to compare, please see www.arb.ca.gov/ep_label.

Protect the environment. Choose vehicles with **higher ratings**:

Greenhouse Gas Rating (tailpipe only)

D

A+ D

Cleaner

Smog Rating (tailpipe only)

A-

A+ D

Cleaner

Vehicle emissions are a primary contributor to climate change and smog. Ratings are determined by the California Air Resources Board based on this vehicle's measured emissions.

CALIFORNIA AIR RESOURCES BOARD

GOVERNMENT 5-STAR SAFETY RATINGS

Overall Vehicle Score		**Not Rated**
Frontal Crash	Driver	**Not Rated**
	Passenger	**Not Rated**
Side Crash	Front seat	**Not Rated**
	Rear seat	**Not Rated**
Rollover		**Not Rated**

Overall Vehicle Score: Based on the combined ratings of frontal, side and rollover. Should ONLY be compared to other vehicles of similar size and weight.

Frontal Crash: Based on the risk of injury in a frontal impact. Should ONLY be compared to other vehicles of similar size and weight.

Side Crash: Based on the risk of injury in a side impact.

Rollover: Based on the risk of rollover in a single-vehicle crash.

Star ratings range from 1 to 5 stars (★★★★★), with 5 being the highest. Source: National Highway Traffic Safety Administration (NHTSA). www.safercar.gov or 1-888-327-4236

1FT7W2BA7TED34239

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The FordPass™ Connect modem is active and sending vehicle data (e.g., diagnostics) to Ford.** See in-vehicle settings for connectivity options.

*Based on 1977–2024 CY total sales. **FordPass Connect (optional on select vehicles), the FordPass App and complimentary Connected Service are required for remote features (see FordPass Terms for details). Connected service and features depend on compatible AT&T network availability. Evolving technology/cellular networks/vehicle capability may limit functionality and prevent operation of connected features. Connected service excludes Wi-Fi hotspot.

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CAPITAL Ford

RALEIGH, NC

GOVERNMENT SALES DIVISION

From	Jennifer Romano Government Sales Mgr.
Phone/Fax	Office 919-790-4648 Fax 919-871-6917
E-Mail	jromano@capitalford.com
Date	July 28th 2026 Town of Spring Lake
Quote	NC2510A

2026 F-350 Chassis, DRW, 4X4, Crew Cab XL, 179", 7.3L V8, 10-Speed Auto W3H 640A	**$ 54,800.64**
X4L 4.10 Ratio Limited Slip Axle	$ 362.00
18A Vehicle Intergration System 2.0	$ 376.00
41P Skid Plates	$ 141.00
43C 120/400W Outlet	$ 165.00
473 Snow Plow Prep Package	$ 329.00
52B Trailer Brake Controller	$ 282.00
61J Jack	$ 52.00
67B 410 Amp Dual Alternator	$ 203.00
76C Exerior Backup Alarm	$ 217.00
86M Dual Battery	$ 198.00
872 Rear Camera & Prep Kit	$ 485.00
96V XL Chrome Package	$ 400.00
PJ's Service Body	$ 16,882.06
Per vehicle	**$ 74,892.70**
Total vehicles quoted	1
Total Price	**$ 74,892.70**

Remit to
Capital Ford of Raleigh
4900 Capital Blvd
Raleigh, NC 27616

60-91-7130-500-00

IFD **KTP-000574** NC 21V 623

6B		2	X			
LABL	ADJ	COV	PRCS	B10	RAMP	BUMP

1FD8W3HNXTEC72299 SUPER MAIL 032363 438/659 1FD8W3HNX **TEC72299** NB GEPL

ford.com

VEHICLE DESCRIPTION

SUPER DUTY

TE **C72299**

2026 F350 DRW 4X4 CREW CHAS
XL 179" WB CHASSIS CAB
7.3L DEVCT NA PFI V8 ENGINE
10-SPEED AUTO TORQSHIFT

EXTERIOR
OXFORD WHITE
INTERIOR
MEDIUM DARK SLATE VINYL

STANDARD EQUIPMENT INCLUDED AT NO EXTRA CHARGE

EXTERIOR
- HEADLAMPS - AUTOLAMP (ON/OFF)
- HEADLAMPS -WIPER ACTIVATED
- MIRRORS - HTD, PWR GLASS/ MANUAL-FOLD/TURN SIGNALS
- ROOF CLEARANCE LIGHTS
- TOW HOOKS
- TRAILER SWAY CONTROL
- TRAILER TOW WIRE HARNESS
- WIPERS- INTERMITTENT

INTERIOR
- 1TOUCH DWN DR/PASS WINDOW
- 4.2" CLUSTER DISPLAY
- AIR COND, MANUAL FRONT
- BLACK VINYL FLOOR COVERING
- OUTSIDE TEMP DISPLAY
- PARTICULATE AIR FILTER
- POWER LOCKS AND WINDOWS
- STEERING:TILT/TELESCOPE, CRUISE & AUDIO CONTROLS
- UPFITTER SWITCHES

FUNCTIONAL
- 4-WHEEL ANTILOCK BRAKE SYS
- 5G MODEM
- FORD APP
- HILL START ASSIST
- JEWEL EFFECT HEADLAMPS
- REMOTE KEYLESS ENTRY
- STABILIZER BAR, FRONT/REAR
- SYNC®4 W/8" SCREEN

SAFETY/SECURITY
- ADVANCETRAC™ WITH RSC®
- AIRBAGS - SAFETY CANOPY®
- BELT-MINDER CHIME
- DRIVER/PASSENGER AIR BAGS
- SECURE PKG 1 YR INCLUDED
- SECURILOCK® ANTI-THEFT SYS
- SOS POST-CRASH ALERT SYS™
- TIRE PRESSURE MONIT SYS

WARRANTY
- 3YR/36,000 BUMPER / BUMPER
- 5YR/60,000 POWERTRAIN
- 5YR/60,000 ROADSIDE ASSIST
- 5YR/100,000 DIESEL ENGINE

INCLUDED ON THIS VEHICLE	(MSRP)
OPTIONAL EQUIPMENT/OTHER	
PREFERRED EQUIPMENT PKG.640A	
10-SPEED AUTO TORQSHIFT	NO CHARGE
4.30 RATIO LIMITED SLIP AXLE	385.00
FRONT LICENSE PLATE BRACKET	NO CHARGE
VEHICLE INTEGRATION SYSTEM 2.0	400.00
14000# GVWR PACKAGE	
SKID PLATES	150.00
50 STATE EMISSIONS	NO CHARGE
SNOW PLOW PREP PACKAGE	350.00
SPARE TIRE AND WHEEL DELETE	- 85.00
TRAILER BRAKE CONTROLLER	300.00
JACK	56.00
40 GAL AFT OF AXLE FUEL TNK	NO CHARGE
410 AMP DUAL ALTERNATOR	215.00
EXTERIOR BACKUP ALARM	230.00
DUAL BATTERY	210.00
REAR VIEW CAMERA & PREP KIT	515.00
CONN PKG: 1 YR INCL W/FORD APP	
XL CHROME PACKAGE	425.00
.BACKGLASS DEFROST	
.POWER SLIDING REAR WINDOW	
.FOG LAMPS	
.REMOTE START SYSTEM	
.PRIVACY GLASS	

PRICE INFORMATION	(MSRP)
BASE PRICE	$58,805.00
TOTAL OPTIONS/OTHER	3,150.00
TOTAL VEHICLE & OPTIONS/OTHER	61,955.00
DESTINATION & DELIVERY	2,595.00

RAMP ONE
RA4F

RAMP TWO

RAIL

ITEM #:
21-B072 O/T 59

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TOTAL MSRP $64,550.00

Scan The QR Code to get more details about this vehicle

SPECIAL ORDER

R307 R 6B 2X 630 000574 10 15 25

California Air Resources Board — Gasoline Vehicle

Environmental Performance

These ratings are not directly comparable to the U.S. EPA/DOT light-duty vehicle label ratings. For information on how to compare, please see www.arb.ca.gov/ep_label.

Protect the environment. Choose vehicles with **higher ratings**:

Greenhouse Gas Rating (tailpipe only)

D

A+ D

Cleaner

Smog Rating (tailpipe only)

B

A+ D

Cleaner

Vehicle emissions are a primary contributor to climate change and smog. Ratings are determined by the California Air Resources Board based on this vehicle's measured emissions.

CALIFORNIA AIR RESOURCES BOARD

48 YEARS BUILT TOUGH
F-SERIES*
AMERICA'S BEST SELLING TRUCKS

The FordPass Connect modem is active and sending vehicle data (e.g., diagnostics) to Ford.** See in-vehicle settings for connectivity options.**

*Based on 1977–2024 CY total sales.
**FordPass Connect (optional on select vehicles), the FordPass App and complimentary Connected Service are required for remote features (see FordPass Terms for details). Connected service and features depend on compatible AT&T network availability. Evolving technology/cellular networks/vehicle capability may limit functionality and prevent operation of connected features. Connected service excludes Wi-Fi hotspot.

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⚠ **WARNING:** Operating, servicing and maintaining a passenger vehicle, pickup truck, van, or off-road vehicle can expose you to chemicals including engine exhaust, carbon monoxide, phthalates, and lead, which are known to the State of California to cause cancer and birth defects or other reproductive harm. To minimize exposure, avoid breathing exhaust, do not idle the engine except as necessary, service your vehicle in a well-ventilated area and wear gloves or wash your hands frequently when servicing your vehicle. For more information go to www.P65Warnings.ca.gov/passenger-vehicle.

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Board of Commissioners Agenda Cover Sheet

Meeting Date	**Agenda Location**
August 10, 2026	New Business

Item Title
2026-15; Resolution Declaring Certain Real Property as Surplus and Authorizing the Negotiated Sale of Such Property Pursuant to NCGS §160A-269

Presenter
Finance Director James Overton

Summary/Description
The Town owns approximately 161 acres of real property on West Manchester Road identified by the Cumberland County tax parcel numbers listed in Appendix A. It has been determined that the property is not needed for current or reasonably anticipated future municipal purposes and should be declared surplus. Adoption of the Resolution would authorize the Town Manager, or designee, to solicit, receive, and negotiate purchase offers in accordance with the procedures established under NCGS §160A-269. Once the minimum bid is set by the Board from the previous agenda item, the Town Clerk will publish notice and initiate the statutory upset bid process. Following completion of the upset bid process, the Board will have the opportunity to approve the sale to the highest responsible bidder or reject all offers if determined to be in the Town's best interest.

Requested Action
Approval

Funding Source (If Applicable):
N/A

Cost: N/A **Yes** ☐ **No** ☒

Additional Documents to be Included in Agenda Packet
2026-15; Resolution Declaring Certain Real Property as Surplus and Authorizing the Negotiated Sale of Such Property Pursuant to NCGS §160A-269 with Appendix A

RESOLUTION 2026-15

RESOLUTION DECLARING CERTAIN REAL PROPERTY AS SURPLUS AND AUTHORIZING THE NEGOTIATED SALE OF SUCH PROPERTY PURSUANT TO NCGS §160A-269

WHEREAS, the Town of Spring Lake owns certain real property located on West Manchester Road, Cumberland County, North Carolina, consisting of approximately 161 acres and identified by the Cumberland County Tax Parcel Numbers listed in Appendix A, attached hereto and incorporated herein by reference; and

WHEREAS, the Board of Commissioners has determined that one or more of the parcels identified in Appendix A are not needed for the Town's current or reasonably anticipated future municipal purposes and should therefore be declared surplus; and

WHEREAS, NCGS §160A-269 authorizes municipalities to dispose of surplus real property by negotiated offer, subject to advertisement and the statutory upset bid process; and

WHEREAS, the Board of Commissioners finds that it is in the best interest of the Town to declare one or more of the parcels identified in Appendix A as surplus and authorize the negotiated sale process in accordance with the requirements of NCGS §160A-269.

NOW, THEREFORE, BE IT RESOLVED by the Town of Spring Lake Board of Commissioners that:

1. One or more of the parcels located on West Manchester Road and identified by the Cumberland County Tax Parcel Numbers listed in Appendix A are hereby declared surplus to the needs of the Town of Spring Lake and are authorized for disposition in accordance with NCGS §160A-269.
2. The Town Manager, or his designee, is hereby authorized to solicit, receive, and negotiate offers for the purchase of one or more of the surplus parcels identified in Appendix A in accordance with the provisions of NCGS §160A-269.
3. Once the Board of Commissioners has established the minimum bid for one or more of the surplus parcels, the Town Clerk shall publish notice of the offer and initiate the statutory upset bid process in accordance with NCGS §160A-269.
4. Upon completion of the upset bid process, the Board of Commissioners may approve the sale of one or more of the surplus parcels to the highest responsible bidder or reject any and all offers if it determines such action to be in the best interest of the Town.
5. Following final approval of the sale by the Board of Commissioners, the Town Manager and Town Clerk are hereby authorized to execute all deeds, contracts, closing documents, and other instruments necessary to complete the conveyance of one or more of the surplus parcels.
6. This Resolution shall become effective immediately upon its adoption.

ADOPTED this 10th Day of August 2026 by the Town of Spring Lake Board of Commissioners.

ATTEST:

Carly Autry, CMC, NCCMC
Town Clerk

Kia Anthony
Mayor

Spring Lake Property Acquisitions Inc.
Schedule of Land - Cumberland County Tax Office

Revaluation 2022 Levy

Appendix A

Parcel ID Number	Tax Bill Number	Acres	Address	Description	HUD Closing	2025 Tax Value	2025 Exemption	2025 Net Tax Value	Sales Price
Spring Lake Property Acquisitions, Inc.									
9591-39-2873	275514	0.49	1426 Waterworks Road	Deytons Trailer Court	89,364.07	174,900.00	(174,900.00)	-	
9592-52-7202	274954	0.48		Fairley Land		8,800.00	-	8,800.00	
9592-52-6930	274951	4.69	0 Huckleberry Drive	Monroe Land	32,276.32	48,953.00	-	48,953.00	
9592-52-8275	544353	0.89	Manchester Road	Fairley Land		22,000.00	-	22,000.00	
9592-41-7715	404928	11.96	Manchester Road	Gary Ellis & Paula Edge	102,345.35	165,271.00	-	165,271.00	
9592-41-8433	274965	0.55	1104 W Manchester Rd	Fairley Land	89,412.24	134,100.00	(134,100.00)	-	
9592-41-9484	275445	0.51	1100 W Manchester Rd	Fairley Land	68,195.63	159,900.00	(159,900.00)	-	
9592-40-0485	275522	6.92	1220 W Manchester Rd	Fairley Land	262,886.47	387,755.00	(387,755.00)	-	
9592-52-3523	274956	12.35	1432 Franks Road Lot 5	Gary Ellis & Paula Edge	382,706.32	175,315.00	(175,315.00)	-	
9592-42-8217	274961	10.68	1530 Franks Road	Gary Ellis & Paula Edge	140,448.40	296,600.00	-	296,600.00	
9592-40-6653	501293	1.05	1170 W Manchester Rd	Gary Ellis Edge Lot 1		29,412.00	(29,412.00)	-	
9592-40-5543	355311	0.87	1184 W Manchester Rd	Gary Ellis Edge Lot 2		25,811.00	(25,811.00)	-	
9592-41-6147	745605	5.83	1150 W Manchester Rd	Gary Ellis Edge Lot 4	373,463.46	345,400.00	(345,400.00)	-	
9592-40-4990		5.40	1160 W Manchester Rd	Gary Ellis & Paula Edge		111,848.00	(111,848.00)	-	
9592-53-5126	274953	2.01	1751 Huckleberry Drive	Monroe Land	75,275.10	39,875.00	(39,875.00)	-	
9592-52-8819	274962	8.13	Monroe Land	Lauriston Roberts Cramer	43,033.91	77,950.00	-	77,950.00	
9592-53-8475	568507	3.45	Waddell Monroe & Fairley	Waddell Monroe & Fairley	115,382.21	71,809.00	-	71,809.00	
9592-30-1492	275532	5.26	1600 Knight Place	Williams Land	418,093.42	107,396.00	-	107,396.00	
9591-39-3960	275517	0.70	1404 Waterworks Rd	Williams Land Lot 3	127,474.60	149,058.00	(149,058.00)	-	
9592-53-8878		1.85	940 W Manchester Rd	Judith Robinson Williams		13,200.00	(13,200.00)	-	
9592-62-2410		0.95	940 W Manchester Rd	Judith Robinson Williams	19,875.46	22,000.00	(22,000.00)	-	
9592-62-1921	568511	5.45	940 W Manchester Rd	Judith Robinson Williams	380,403.38	211,200.00	(211,200.00)	-	
9498-28-2374	484545	49.00	7731 Fletcher Ave	Macilwinen	119,221.50	160,034.00	(160,034.00)	-	
Campbell University Foundation									
9592-30-2749		1.19	Green land	Campbell University Foundation		8,800.00	(8,800.00)	-	
9592-30-5267		9.60	Metiz - Willi	Campbell University Foundation		136,481.00	(136,481.00)	-	
9592-30-9928		9.30	Fairley Land	Campbell University Foundatior	250,644.00	41,541.00	(41,541.00)	-	
Town of Spring Lake									
9592-41-1435		1.73	1110 W Manchester Rd	Nancy Franks	183,821.76				
9592-62-5717		5.00	1635 Artillery Trail (Williams Land)	Don B & Paula Jessup	104,070.37			Sold	$ 75,000.00
Totals		166.29			$ 3,378,393.97	$ 3,125,409.00	(2,326,630.00)	$ 798,779.00	$ 75,000.00
						59.50%	**54.64%**	**75.57%**	

Title in name of Town of Spring Lake

Last Tax Bill was for 2020 Levy. Title to Spring Lake Property Acquisitions, Inc.

Last Tax Bill was for 2019 Levy. Title to Spring Lake Property Acquisitions, Inc.

					HUD Closing			
Town of Spring Lake								
9592-41-1435	4/10/2019	1.73	Town of Spring Lake	Nancy Franks	183,821.76	253,800.00	(253,800.00)	-
9592-62-5717	7/23/2019	5.00	Town of Spring Lake	Don B & Paula Jessup	104,070.37	202,226.00	(202,226.00)	-
Total Town of Spring Lake			Total Town of Spring Lake		287,892.13	456,026.00	(456,026.00)	-
Per Depreciation Schedule			Due from Spring Lake Property Acquistions Inc.		336,909.70	**35.42%**		
Difference			Difference		(49,017.57)			
Spring Lake Property Acquisitions, Inc.								
9592-40-0485	8/29/2019	6.92	Spring Lake Property Acquisitions	Preserve LLC	262,886.47			
9592-30-1492	9/12/2019	5.26	Spring Lake Property Acquisitions	RSRC Properties LLC	418,093.42			
9592-52-3523	9/26/2019	12.35	Spring Lake Property Acquisitions	Stevens MHP LLC	382,706.32			
9592-62-2410	10/4/2019	2.80	Spring Lake Property Acquisitions	Judith Robinson Williams	19,875.46			
9592-62-1921	10/4/2019	5.45	Spring Lake Property Acquisitions	Judith Robinson Williams	380,403.38			
9592-41-9484	10/10/2019	0.51	Spring Lake Property Acquisitions	Daniel J Carnett	68,195.63			
9592-40-6653	10/16/2019	13.15	Spring Lake Property Acquisitions	Gary Ellis Edge	373,463.46			
9591-39-2873	10/16/2019	0.49	Spring Lake Property Acquisitions	Jerry Lee Hall	89,364.07			
9591-39-3960	10/16/2019	0.70	Spring Lake Property Acquisitions	Jerry Lee Hall	127,474.60			
9592-41-8433	11/8/2019	0.55	Spring Lake Property Acquisitions	Lori L Egan	89,412.24			
9592-53-5126	12/9/2019	2.01	Spring Lake Property Acquisitions	Olivia S Pike	75,275.10			
9592-42-8217	1/3/2020	10.68	Spring Lake Property Acquisitions	Franks Mobile Home Park Inc	140,448.40			
9592-53-8475	1/24/2020	3.45	Spring Lake Property Acquisitions	Michele Home	115,382.21			
9592-30-5267	3/10/2020	20.09	Spring Lake Property Acquisitions	Campbell University Foundatior	250,644.00			
9592-52-8819	4/9/2020	8.134	Spring Lake Property Acquisitions	Lauriston Roberts Cramer	43,033.91			
9592-52-6930	6/9/2020	5.17	Spring Lake Property Acquisitions	Walling Douglas Vreeland	32,276.32			
9498-28-2374	6/17/2020	49.00	Spring Lake Property Acquisitions	Macilwinen Family	119,221.50			
9592-52-8275	6/17/2020	12.85	Spring Lake Property Acquisitions	Robert G Franks	102,345.35			
Total Spring Lake Property		166.29	Total Spring Lake Propeerty Acquisition Inc.		3,090,501.84			
Total			Total Land		3,378,393.97			

Board of Commissioners Agenda Cover Sheet

Meeting Date
August 10, 2026

Agenda Location
New Business

Item Title
Minimum Bid for Foreclosure Sale – Spring Lake Property Acquisitions (SLPA)

Presenter
Finance Director James Overton & Hutchens Law Firm

Summary/Description
Discussion and consideration of establishing the minimum bid for the foreclosure sale scheduled for August 17, 2026, involving Spring Lake Property Acquisitions (SLPA). Establishing a minimum bid in advance of the foreclosure sale will provide direction to the Town's authorized representative, Hutchens Law Firm, should it become necessary to bid on the property in order to protect the Town's financial and legal interests. Requesting the Board to establish the minimum bid amount and authorize Hutchens Law Firm to participate in the foreclosure sale on behalf of the Town, in accordance with the Board's approved minimum bid.

Requested Action
Other – Discussion and Action

Funding Source (If Applicable):
N/A

Cost: N/A **Yes** ☐ **No** ☒

Additional Documents to be Included in Agenda Packet
SLPA Foreclosure Sale of Land PowerPoint

Town of Spring Lake

Foreclosure Sale of Land 161 Acres
Spring Lake Property Acquisitions

Foreclosure Sale

- Date Monday August 17, 2026
- Attorney – Hutchens Law Firm LLP
- Declare 161 acres land as surplus and pass resolution
- Set Minimum bid for foreclosure sale
- One 5-acre parcel has already been sold for $75,000 in FY 2026.
- Assessed Property Value of all Parcels 2025 Levy $3,125,409 per Cumberland County Tax Office

Acquisition Cost of Land and Buildings

Total Buildings	$1,727,132.27
Total Land	$1,714,435.10
Grand Total paid	$3,441,567.37

Loss on Impaired asset recorded in FY 2022	$1,569,307.46

- All Buildings were condemned by Cumberland County

Amount due to Town of Spring Lake from Spring Lake Property Acquisitions

Cost of original 2 parcels purchased by Town	$336,909.70
Purchase of Note Receivable Truist	$450,000.00
Payment of Property Taxes & Solid Waste Fees	$ 49,841.56
Less proceeds from sale of 5 acres	
$75,000 – legal fees $2,000	($73,000.00)
Legal fees Hutchens Law Firm to date as of 7/31/26	$ 11,796.94
Total due to Town of Spring Lake	$775,548.20

- Plus, any additional legal fees related to foreclosure sale of land due to Hutchens Law Firm
- Plus, property taxes and solid waste fees for 2026 levy not yet billed by Cumberland County

Loan from Truist Bank
(BB&T Governmental Finance)

Original loan	$3,500,000.00
Accrued Interest paid on loan	256,031.59
Subtotal	$3,756,031.59
Less Principal paid from Escrow account	(315,443.40)
Less purchase of note from Truist	(450,000.00)
Forgiveness of debt by Truist Bank	$2,990,588.19

Interest Paid to Truist Bank
Before default on loan

December 10 2021 from Escrow Account	$ 45,269.11
Fiscal year 2021 from Escrow Account	$ 34,766.68
Fiscal year 2021 – Transfer from General Fund	$ 69,533.32
Fiscal year 2020 – Transfer from General Fund	$ 86,916.70
Total interest actually paid to Truist Bank	$236,485.81

TOWN OF SPRING LAKE NORTH CAROLINA

Board of Commissioners Agenda Cover Sheet

Meeting Date
August 10, 2026

Agenda Location
New Business

Item Title
Award of Contract – Wapiti Drive Storm System Improvements

Presenter
Finance Director James Overton

Summary/Description
McGill Associates recommends awarding the Wapiti Drive Storm System Improvements construction contract to Fred Smith Company based on its determination that the company submitted the lowest responsive and responsible bid. Although the Base Bid of $1,091,000.00 exceeds the Engineer's Estimate, additional Stormwater Utility Fee funding is available to support the project. The recommended award is for the Base Bid only, with Additive Alternate No. 1 ($15,000.00) to be added by future change order only if the anticipated utility conflict is encountered during construction. McGill also recommends waiving minor bidding irregularities identified in all submitted bids and making the award contingent upon receipt of the remaining required documentation and final review of the contractor's qualifications.

Requested Action
Approval

Recommended Action: Approve the award of the Wapiti Drive Storm System Improvements contract to Fred Smith Company in the amount of $1,091,000.00, waive the identified minor bidding irregularities, and authorize the Town Manager to execute the contract documents upon satisfaction of all conditions of award.

Funding Source (If Applicable):
N/A

Cost: N/A **Yes** ☐ **No** ☒

Additional Documents to be Included in Agenda Packet
Recommendation of Award Wapiti Drive Storm System Improvements

mcgill

Shaping Communities Together

July 7, 2026

Ms. Kia Anthony, Mayor
Town of Spring Lake
300 Ruth Street
Spring Lake, North Carolina 28390

RE: Recommendation of Award and Certified Bid Tabulation
Wapiti Drive Storm System Improvements
Town of Spring Lake, North Carolina

Dear Ms. Anthony:

McGill Associates received, publicly opened, and read aloud bids for the Wapiti Drive Storm System Improvements project at 3:00 p.m. on June 24, 2026, at the Spring Lake Town Hall in Spring Lake, North Carolina. A total of three (3) bids were received, satisfying the statutory requirements for a formal bid opening.

McGill Associates reviewed the submitted bids and prepared the attached Certified Bid Tabulation and Submittal Checklist to confirm compliance with the submittal requirements. The following issues were noted:

1. A fully executed bid bond was submitted; however, only the required percentage was listed, and the actual dollar amount of the bid bond was not stated.

2. The Qualifications Statement and associated attachments were incomplete across all submitted bid packages. The level of completeness varied by contractor; individual bidders did not complete all required text sections within the form and omitted various required supporting attachments.

To ensure a fair and competitive evaluation of the total potential project cost due to the high likelihood of encountering the utility conflict described in Additive Alternate 1, bids were mathematically evaluated using the combined total of the Base Bid lump sum plus the Additive Alternate 1 lump sum.

Based on our evaluation of these criteria, Fred Smith Company is the apparent lowest responsive and responsible bidder. Fred Smith Company submitted a Base Bid of $1,091,000.00 and an Additive Alternate 1 bid of $15,000.00, for a total evaluated lump sum bid of $1,106,000.00. The remaining two bidders were evaluated using the same methodology.

The total apparent low bid exceeds the Engineer's Estimate of Probable Construction Cost of $908,760.00. The Town has indicated that additional funds from its Stormwater Utility Fee may be available to supplement the funding awarded for this project.

Therefore, McGill Associates recommends that the Town of Spring Lake tentatively award the construction contract to Fred Smith Company for the Base Bid amount of $1,091,000.00 only. The Additive Alternate 1 bid price of $15,000.00 will be acknowledged and held to be integrated into the contract via Change Order during construction should the field conflict be confirmed.

This tentative award is contingent upon the Town's approval of funding, the legal waiver of the noted bidding irregularities, successful submittal of required attachments (including minority business good-faith efforts documentation), and a satisfactory final review of the low bidder's references and qualifications.

McGill Associates looks forward to continuing to assist the Town during the construction phase of this project. If you have any questions or require additional information, please do not hesitate to contact me.

Sincerely,
McGILL ASSOCIATES, P.A.

Signed by:
Cameron M. Long
0D4588D48F264F9...

CAMERON LONG, PE
Water Resources Practice Area Leader

Enclosures:	Certified Bid Tabulation Submittal Checklist

CERTIFIED BID TABULATION

WAPITI DRIVE STORM SYSTEM IMPROVEMENTS

TOWN OF SPRING LAKE

				Precision Earth and Pipe, LLC 2000 Brentwood Rd., Suite 9 Raleigh, NC 27604		Fred Smith Company 701 Corporate Center Dr., Suite 195 Raleigh, NC 27607		Sandhills Contractors, Inc. 2610 Lemon Springs Road Sanford, NC 27331	
ITEM	**DESCRIPTION**	**QUANTITY**	**UNIT**	**UNIT PRICE**	**TOTAL**	**UNIT PRICE**	**TOTAL**	**UNIT PRICE**	**TOTAL**
1	Lump Sum Base Bid	1	LS	$1,087,057.63	$1,087,057.63	$1,091,000.00	$1,091,000.00	$1,409,875.00	$1,409,875.00
	TOTAL				**$1,087,057.63**		**$1,091,000.00**		**$1,409,875.00**

ALTERNATE BID ITEMS

ITEM	**DESCRIPTION**	**QUANTITY**	**UNIT**	**UNIT PRICE**	**TOTAL**	**UNIT PRICE**	**TOTAL**	**UNIT PRICE**	**TOTAL**
2	Alternate Bid Item 1 - Water Line and Storm Pipe Crossing	1	LS	$35,326.03	$35,326.03	$15,000.00	$15,000.00	$1,449,875.00	$1,449,875.00
	ALTERNATE TOTAL				**$35,326.03**		**$15,000.00**		**$1,449,875.00**

GRAND TOTAL	**$1,122,383.66**		**$1,106,000.00**		**$2,859,750.00**

mcgill Shaping Communities Together

NORTH CAROLINA PROFESSIONAL ENGINEER
SEAL 034333
CAMERON M. LONG

Signed by:
Cameron M. Long
0D4588D48F264F9...
7/7/2026

This is to certify that the bids tabulated herein were publicly opened and read aloud at **3:00 p.m.** on the **24th day of June 2026**, in the Town Hall of **Town of Spring Lake, North Carolina** and that said bids were accompanied by acceptable certified checks or bidder's bonds in the amount of 5% of the bid.

Project #24.03015
Page 1 of 1

Project: Wapiti Drive Storm System Improvements
Bid Opened 3:00 PM, Wednesday, June 24, 2026
Review Monday, June 29, 2026
Review By Khiya Armstrong

Bid Submittal Checklist

Determination			**Recommend for Award**			
Name	**Precision Earth and Pipe, LLC**	**Action**	**Fred Smith Company**	**Action**	**Sandhills Contractors, Inc.**	**Action**
Base Bid Amount	$ 1,087,057.63		$ 1,091,000.00		$ 1,409,875.00	None
Alternate	Yes		Yes		Yes	
Alternate Amount	$ 35,326.03		$ 15,000.00		$ 1,449,875.00	
Calculated Field - Total Bid with Additions	$ 1,122,383.66		$ 1,106,000.00		$ 2,859,750.00	
Acknowledged Addendums	Yes		Yes		Yes	
Complete, signed, and sealed (where applicable) bid form	Yes		Yes		Yes	
Signee/Representative (Title)	James Lindsley (Owner)		Jess Adams (Vice President)		Ronnie Turner (President)	
Address	2000 Brentwood Rd. Ste. 9, Raleigh, NC 27604		701 Corporate Center Dr. Ste. 195, Raleight, NC 27607		2160 Lemon Springs Rd. Sanford, NC 27332	
Phone Number	919-306-5718		984-209-0785		919-775-3828	
Cash Deposit, Certified Check, or Bid Bond/Security (5% of total bid)	Yes		Yes		Yes	
Bid Bond Notes	Yes, however only percentage is listed, actual dollar amount of bid or bond is not stated.	Waive irregularity, request follow-up submittal prior to award	Yes, however only percentage is listed, actual dollar amount of bid or bond is not stated.	Waive irregularity, request follow-up submittal prior to award	Yes, however only percentage is listed, actual dollar amount of bid or bond is not stated.	
State Contractor License No.	81875	Verified active, unlimited (Highway and Public Utilities)	43848	verified active, (builing, highway, public utilities)	25707	
E-Verify Form	Yes		Yes		Yes	
Identification of HUB Certified/Minority Business Participation	Yes, with participation		Yes, with participation		Yes, no participation	
State of North Carolina Affidavit A Listing of Good Faith Efforts	Yes		Yes		Yes	
State of North Carolina Affidavit B Intent to Perform Contract with Own Workforce	No - intends to subcontract		No - intends to subcontract		Yes	
Affidavit of Non-Collusion	Yes		Yes		Yes	
List of Subcontractors	ATH Hauling		Multiple		No - intends to perform all work	
List of Suppliers	Oldcastle Infrastructure		Multiple		Multiple	
Bidder Qualifications and Project References	Partial submission and not notorized	Waive irregularity, request follow-up submittal prior to award	Partial submission (minus resumes) and notorized	Waive irregularity, request follow-up submittal prior to award	Partial submission and not notorized	

Board of Commissioners Agenda Cover Sheet

Meeting Date
August 10, 2026

Agenda Location
New Business

Item Title
Budget Amendment (BA-1) FY2027

Presenter
Finance Director James Overton

Summary/Description

- To amend capital project budget for quote from Sanford Electrical Contractors to install SCADA monitoring system at WWTP and Charles Underwood – Install Check Valves.

Requested Action
Approval

Funding Source (If Applicable):
N/A

Cost: N/A **Yes** ☐ **No** ☒

Additional Documents to be Included in Agenda Packet
Budget Amendment (BA-1) FY2027
PO 7217 Charles Underwood – Install New Check Valve – WWTP
Quote – SCADA Monitoring System Sanford Electrical

Town of Spring Lake
Budget Amendment **BA -1 FY 2027**
Fiscal Year Ending **30-Jun-27**

BE IT ORDAINED by The Governing Board of the Town of Spring Lake, North Carolina, that the following amendment is made to the annual budget ordinance for the fiscal year ending June 30, 2027

Section 1: To amend the revenues and expenditures as follows:

Account Number	**Department**	**Current Budget**	**Amendment**	**Amended Budget**	**Actual To Date**	**Remaining Balance**
42-91-3839-852-00	FEMA Grant Hurricane Florence	1,500,000	300,000	1,800,000	956,495.27	843,504.73
	Total Revenues	$ 1,500,000	$ 300,000	$ 1,800,000	956,495.27	843,504.73
42-91-7140-190-04	Engineering	102,000		102,000	31,732.50	70,267.50
42-91-7140-500-00	Grit Removal Equipment	135,000		135,000	109,190.00	25,810.00
42-91-7140-500-15	Flow Meter Effluent	50,000		50,000	49,812.04	187.96
42-91-7140-500-20	Grinder Repairs	137,000		137,000	136,001.65	998.35
42-91-7140-500-26	Clarifiers	49,000		49,000	45,378.70	3,621.30
42-91-7140-500-30	Lime Storage System	464,000		464,000	444,556.90	19,443.10
42-91-7140-500-35	Replace Augure Brushes	22,000		22,000	-	22,000.00
42-91-7140-500-40	Inflex Screw Screens	43,000		43,000	43,237.78	(237.78)
42-91-7140-500-45	Clorine Room	33,000		33,000	31,474.85	1,525.15
42-91-7140-500-50	Post Aeration	23,000		23,000	21,348.57	1,651.43
42-91-7140-500-55	Digester Disconet	8,000		8,000	7,352.53	647.47
42-91-7140-500-60	Starters for Sludge	17,000		17,000	15,848.54	1,151.46
42-91-7140-500-65	Aerations Basisn Wiring	123,000		123,000	117,619.07	5,380.93
42-91-7140-500-70	Effluent Mixer	67,000		67,000	62,351.83	4,648.17
42-91-7140-500-75	Moyno Pump Replacement	91,000	8,000	99,000	98,138.31	861.69
42-91-7140-500-80	Rebuild Sludge Pumps	105,000		105,000	-	105,000.00
42-91-7140-500-85	SCADA Monitoring System	-	323,000	323,000	-	323,000.00
42-91-7140-990-01	Contingency	31,000	(31,000)	-	-	-
	Total Expenditures	$ 1,500,000	$ 300,000	$ 1,800,000	1,214,043.27	585,956.73
	Revenues Over (under) Expenditures	$ -	$ -	$ -	$ (257,548)	257,548.00

Justification:

To amend capital project budget for quote from Sanford Electrical Contractors	
to install SCADA monitoring system at WWTP and	$ 322,700.00
Charles Underwood - Install Check Values	14,420.88
Total	337,120.88

Expenses are eligible for FEMA reimbursement.

Section 3:

Copies of this budget amendment shall be furnished to the Clerk of the Governing Board, and to the Budget officer and Finance director for their Direction.

Requested By
James C Overton Date 10-Aug-26
Reviewed By Finance Director
James C Overton Date 10-Aug-26
Approved By: Finance Director
Dennis English Date 10-Aug-26
Interim Town Manager

ADOPTED this 10th day of August 2026 by the Spring Lake Board of Commissioners

Town of Spring Lake Mayor

Town of Spring Lake Clerk

TOWN OF SPRING LAKE
PURCHASE ORDER

Page 1

Date : 06/23/26 **Phone** (910) 985-1803 - **Fax** ( ) - **Ship To** 14

Requisition #: P.O.#:007217

INVOICE TO :
TOWN OF SPRING LAKE
300 Ruth Street
finance@townofspringlake.com
Attn: Account Payable
SPRING LAKE, NC 28390

SHIP TO :
WASTE WATER TREATMENT PLANT
350 HARPS STREET
SPRING LAKE, NC 28390-0617

Ship Date:06/23/26
VENDOR NO #: 2198

TERMS: DUE UPON

TO:
CHARLES R.UNDERWOOD, INC
2000 BOONE TRAIL ROAD
SANFORD, NC 27330

	Quantity UOM	**Description**		**Unit Price**	**Extension**	**Account Number**
1	1 EA	2man service crew-remove/ install check valves	Y	14320.88	14,320.88	42-91-7140-500-75
	Item No:	FEMA				
	Notes:	CHECK VALVES NEAR RAS PUMPS NOT FUNCTIONING CORRCTLY.(3) HAVING ISSUES. NEEDS REPLACING DUE TO NOT PERFORMING TO STANDARD				
2	1 EA	new gaskets,ss nuts,bolts, &threaded rod(s)	Y	100.00	100.00	42-91-7140-500-75

DH 06.23.26

RECEIVED ______________________

SUBTOTAL: 14,420.88
TAX AMOUNT: 1,009.46
TOTAL: 15,430.34

NCGS 143-133.3 prohibits the Town from entering into contracts with contractors and subcontractors who have not complied with the requirement of Article 2 of Chapter 64 of the North Carolina General Statutes. Contractor shall comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statues. Further, if contractor utilizes a subcontractor, contractor shall require the subcontractor to comply with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes.

THIS INSTRUMENT HAS BEEN PREAUDITED IN THE
MANNER REQUIRED BY THE LOCAL GOVERNMENT
BUDGET AND FISCAL CONTROL ACT

PO NUMBER MUST APPEAR
ON ALL INVOICES, PACKING
LISTS AND PACKAGES

AUTHORIZED BY James Overton
Finance Director

APPROVED FOR ISSUE 06/23/26

x
☐

PURCHASE ORDER REQUEST FORM (> $1,000.00)
CHECK REQUEST FORM (< $1,000.00)

Check Request is intended for Non-Purchase Order Expenses such as Emergencies, Inventory or Refunds

TOWN OF SPRING LAKE, NC

TO: Finance Department

FROM: WWTP
Department Making Request

DATE: 06/22/26

☒ Mail Check:
☐ Hold for Pick Up:

	Remittance / Payee Address: Quote 1	Quote 2 - If over $1,000.00	Quote 3 - If over $1,000.00
Company:	CHARLES UNDERWOOD		
Address:	2000 BOONE TRAIL RD		
City, State, Zip:	SANFORD, NC 27330		
Phone #:			
Point of Contact:			

Vendor Number: 2196

W9 on file Dated Current Year: ("Yes or No") Y

Print Name: KENNY FAIL FOR THE TOWN OF SPRING LAKE
Requisitioner

Print Name: N/A
Signature:
Department Head

Account Name	Account Number	Part Number	Description	Quantity	Unit Cost	Total Cost	Available Funds Per ICS Report
FEMA-HURRICANE FLORENCE	42-91-7140-500-75	FEMA	2MAN SERVICE CREW-REMOVAL/INSTALLATION OF CHECK VALVES	1	$ 14,420.88	$ 14,420.88	$30,303.30
			NEW GASKETS, SS NUTS & BOLTS & THREADED ROD	-	$ -	$ -	
				-	$ -	$ -	
				-	$ -	$ -	
				-	$ -	$ -	
				-	$ -	$ -	
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				-	$ -	$ -	
				-	$ -	$ -	
Pre-Tax Total only because taxes are not expensed from available funds.						$ 14,420.88	
					Sales Tax	$ 1,009.46	
					Check Amount:	$ 15,430.34	$15,882.42

Justification / Description of Request: LIST INVOICE NUMBER AND DESCRIPTION

check valves located near the RAS pumps are not functioning correctly. This was discovered upon reinstallation of a rebuilt RAS pump. Of the (4) check valves, (3) of them were found to be having issues. The valves close with spring assist. Over the years, the valves have become harder to shut and the springs are no longer do the job as intended. The valves are currently getting stuck open at times and enabling water to recirculate. Spinning the refurbished pumps backwards for extended periods of time will harm them.

Below this line for Finance Department use only.

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

Darrick J. Headen 06.23.26
DARRICK HEADEN Date
PURCHASING MANAGER

~~Town Manager~~ Signature Required for all expenditures in excess of $5,000
06/23/26
Dennis English (Jun 23, 2026 11:16:02 EDT)
Dennis English Date
Interim Town Manager

Charles R. Underwood, Inc.
2000 Boone Trail Rd.
Sanford, NC 27330
919.775.2463

May 25, 2026

Mr. Kenny Fail
Meyers Engineering

RE: Quote: Provide and Install (4) Replacement 6" Check Valves

Mr. Fail,

As previously described to you and also the WWTP staff in Spring Lake NC, the check valves located near the RAS pumps are not functioning correctly. This was discovered upon reinstallation of a rebuilt RAS pump. Of the (4) check valves, (3) of them were found to be having issues. The valves close with spring assist. Over the years, the valves have become harder to shut and the springs are no longer do the job as intended. We were able to get the valves to shut, but it was by the use of excessive mechanical assistance (forcibly striking the valve arms to work them loose). The valves to not operated and function reliably now. We do not believe changing the springs would correct the situation at this point. We would recommend replacing the valves and also switching them over to a "lever and weight" assisted check valve. The valves are currently getting stuck open at times and enabling water to recirculate. Spinning the refurbished pumps backwards for extended periods of time will harm them. These check valves may be original to the plant. It is time for replacements to be considered. Upon last inventory check, CRU Inc. had enough six in check valves in stock to complete the work without running into excessive lead time issues.

SCOPE: Provide and Install (4) Replacement 6" Lever and Weight Check Valves

-2 man service crew for removal and installation of check valves
-All isolation valves must work during replacement project
-New gaskets, stainless steels nuts and bolts, and also threaded rod as needed
-Valves currently being considered are GA Ludlow check valves (pictured on later page)
-Can be mounted in horizontal or vertical applications
-Adjustable shaft tension at stuffing box
-Adjustable weighted arm
-Valves in stock as of 5/25/2026

Price: $14,420.88 (Includes Tax & Freight)

NOTE

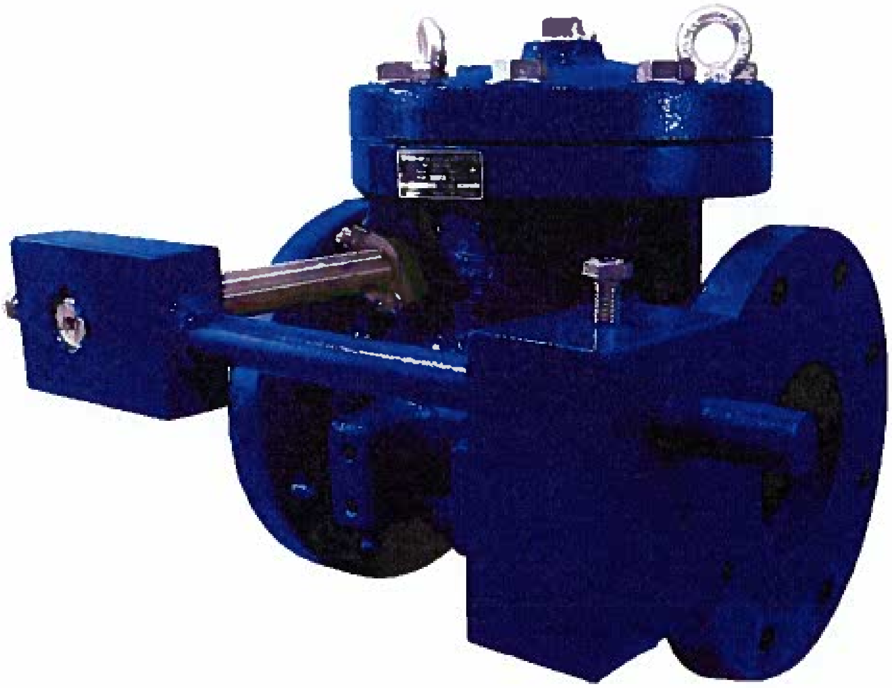
- As of March 1, 2016 North Carolina Law now requires tax on materials and labor
- Does not include any additional parts or labor not specifically listed above
- If additional work is required we will notify you immediately

- Pump warranties only applicable with an authorized start up

We appreciate the opportunity to work with you on this project. If we can be of further service, or if you have any questions, please contact us.

Thank You,

James Patterson
Charles R. Underwood, Inc.
(919) 895-8306



Charles R. Underwood, Inc.
2000 Boone Trail Rd.
Sanford, NC 27330
919.775.2463

Terms & Conditions

Disclosure:
This quote is based on today's material and product pricing. Ordinarily, our quotes are valid for 30 days. However, due to recent tariffs impacting the cost of raw materials and products, we reserve the right to adjust our pricing at the time of award and throughout the project to reflect actual cost increases as they are incurred. Any price changes will be communicated as promptly as possible.

All figures, dimensions, attachments, specifications, engineering and any designs included in and with this quote are property of Charles R. Underwood, Inc. until the project is awarded to Charles R. Underwood, Inc. If the information provided with this quote is used to solicit competitive bids without express permission of Charles R. Underwood, Inc. a design/quote fee will be invoiced to the holder of this quotation.

CONFIDENTIALITY NOTICE: Any and all information provided by Charles R. Underwood, Inc. written or expressed is intended for the sole use of the intended addresses and may contain information that is privileged, confidential, proprietary or otherwise protected by law. Any unauthorized review, dissemination or copying is prohibited. This includes but not limited to; technical information, information relating to research and development, discoveries, improvements, processes, drawings, blueprints, and specifications.

Acceptance:
A purchase order number must be issued, or a copy of this quotation must be signed and returned to our office for us to begin work on this project.

Accepted by: ____________________

Date: ____________________

P.O. #: ____________________

06/23/26
08:20:57

TOWN OF SPRING LAKE

Inquiry Summary Report

FEMA HURRICANE FLORENCE

Account: 42-91-7140-500-75 **Type:** (E) **Description:** MOYNO PUMP REPLACEMENT **Fiscal Year:** 2026

Jrnl Type: ALL **Period Range:** 1 to 12 **Dept:** (00000)

PERIOD BUDGET SUMMARY		PERIOD ACCOUNT SUMMARY	
Beginning Budget:	91,000.00	**Beginning Balance:**	67,823.35
Amendments:	0.00	**Period Debits:**	0.00
Total Budget:	91,000.00	**Period Credits:**	0.00
		Period Balance:	67,823.35
Period Debit/Credits:	67,823.35	**Period Net Transactions:**	0.00
Encumbrances:	-7,126.65		
		YTD ACCOUNT SUMMARY	
Available Funds:	30,303.30	**Account Balance:**	67,823.35
		Encumbrances:	-7,126.65
		Available Funds:	30,303.30

SANFORD
ELECTRICAL
CONTRACTORS
Integration Division

SEC Inc. Integration Division
PO Box 1173
Sanford, NC 27331
919.774.4533 (O)
919.777.0926 (F)

Date: May 19, 2026
Valid: 30 Days

Spring Lake, NC – WWTP SCADA

Project Scope & Overview

This project provides a complete SCADA monitoring and control system for the Spring Lake, NC Wastewater Treatment Plant (WWTP). The system will consist of five (5) SCADA Control Panels (SCPs) strategically installed throughout the plant at the Operations Building, Headworks, Return Sludge Pump Station, Sludge System, and Chemical Building, each housing a Productivity 1000 PLC with radio communication equipment and expansion capability for future instrumentation. A half server rack installed in the Operations Building will support the system's backbone, including dual redundant servers, a firewall appliance, redundant uninterruptable power supplies, and a 5,000-tag dual server premium VTScada license. Two (2) operator workstation terminals will provide on-site system access. SCADA system setup will include network creation, remote viewing access, report configuration for manual lab entries, flows, and runtimes, as well as full system training. Each SCP will be programmed and integrated with its respective local equipment, with instrumentation including rain gauges, ultrasonic level indicators, and float switches distributed across applicable panels.

SCADA System

SCADA Server Rack

- Half Server Rack
    - Two (2) Rack Mounted Servers
    - Two (2) Uninterruptable Power Supplies (UPS)
    - Firewall Appliance
    - Networking as required
- 5000 Tag Dual Server Premium VTScada License

Two (2) Operator Workstation Terminals

- Tiny-style Computer
- 27" Monitor
- Small UPS

SCADA System Setup

- Network creation
- Remote connection for viewing
- SCADA setup
- Reports Creation
    - Manual Entry (Labs)
    - Flows
    - Runtimes
- System Training

SCADA Control Panels

SCP 1 – Proposed Location at Operations Building

- Stainless Steel Enclosure
- Productivity 1000 PLC with IO Cards
- Master Radio
    - Omni Antenna
    - Coax & accessories
    - Coax Surge Suppression
- Installation – Panel, Conduit, and Wiring
- Programming – PLC and SCADA
- Including integration of Aerators, Generator, Transfer Switch, and any other equipment located in Operations Building electrical room
- Expansion Capable for future instrumentation

SCP 2 – Proposed Location at Headworks

- Stainless Steel Enclosure
- Productivity 1000 PLC with IO Cards
- Radio
    - Antenna
    - Coax & accessories
    - Coax Surge Suppression
- Installation – Panel, Conduit, and Wiring
- Programming – PLC and SCADA
- Instrumentation – One (1) Rain Gauge, One (1) Ultrasonic Level Indicator
- Including integration of Influent well and Screw Pumps, Grinders, Grit System, Augers, Septage Receiving, and any other equipment located at the headworks area
- Expansion Capable for future instrumentation

SCP 3 – Proposed Location at Return Sludge Pumps Station

- Stainless Steel Enclosure
- Productivity 1000 PLC with IO Cards
- Radio
    - Antenna
    - Coax & accessories
    - Coax Surge Suppression
- Installation – Panel, Conduit, and Wiring
- Programming – PLC and SCADA
- Instrumentation – Two (2) Ultrasonic Level Indicator, Two (2) Floats
- Including integration of Sludge Return Pumps, Clarifiers, Digester, Post Aeration, and any other equipment located at the Sludge Transfer Pump Station
- Expansion Capable for future instrumentation

SCADA Control Panels (Continued)

SCP 4 – Proposed Location at Sludge System

- Stainless Steel Enclosure
- Productivity 1000 PLC with IO Cards
- Radio
  - Antenna
  - Coax & accessories
  - Coax Surge Suppression
- Installation – Panel, Conduit, and Wiring
- Programming – PLC and SCADA
- Instrumentation – Three (3) Ultrasonic Level Indicator
- Include integration of Sludge System, Lime Tower, and any other equipment located at the Sludge basin
- Expansion Capable for future instrumentation

SCP 5 – Proposed Location at Chemical Building

- Stainless Steel Enclosure
- Productivity 1000 PLC with IO Cards
- Radio
  - Antenna
  - Coax & accessories
  - Coax Surge Suppression
- Installation – Panel, Conduit, and Wiring
- Programming – PLC and SCADA
- Including integration of Chemicals, Effluent Station, and any other equipment located at the chemical building.
- Expansion Capable for future instrumentation

Exclusions

- This quote does not include electrical wiring beyond RTU and associated SCADA Controls
- Site preparation
- Troubleshooting of any existing equipment/ system.

Total Estimated Project Cost

Total Project Cost: $ 322,700.00 Tax not included in quote

Acceptance of Quote:

Signature/ PO Number ***Date***

Board of Commissioners Agenda Cover Sheet

Meeting Date	**Agenda Location**
August 10, 2026	New Business

Item Title
Budget Amendment (BA-2) FY2027

Presenter
Finance Director James Overton

Summary/Description

- To amend capital project ordinance for Change order Number 2 SKC water and sewer line replacement Regina Drive.

Requested Action
Approval

Funding Source (If Applicable):
N/A

Cost: N/A **Yes** ☐ **No** ☒

Additional Documents to be Included in Agenda Packet
Budget Amendment (BA-2) FY2027
Change Order Number 2 SKC

Town of Spring Lake
Budget Amendment **BA -2 FY 2027**
Fiscal Year Ending **30-Jun-27**

BE IT ORDAINED by The Governing Board of the Town of Spring Lake, North Carolina, that the following amendment is made to the annual budget ordinance for the fiscal year ending June 30, 2027

Section 1: To amend the revenues and expenditures as follows:

Account Number	Department	Current Budget	Amendment	Amended Budget	Actual To Date	Remaining Balance
52-91-3434-360-00	NCDEQ Grant	800,000	-	800,000	440,755.14	359,244.86
52-91-3981-980-60	Transfer from Water & Sewer Fund	25,000	-	25,000	-	25,000.00
	Total Revenues	$ 825,000	$ -	$ 825,000	440,755.14	384,244.86
52-91-7140-190-04	Engineering	52,000	-	52,000	46,790.20	5,209.80
52-91-7140-500-00	Water Line Replacement Regina Street	214,715	29,400	244,115	-	244,115.00
52-91-7140-830-00	Regina Street Sewer Line	558,285	(29,400)	528,885	393,964.94	134,920.06
	Total Expenditures	$ 825,000	$ -	$ 825,000	440,755.14	384,244.86
	Revenues Over (under) Expenditures		$ -			

Justification:

To amend capital project ordinance for Change order Number 2 SKC water and sewer line replacement Regina Street.

Section 3:

Copies of this budget amendment shall be furnished to the Clerk of the Governing Board, and to the Budget officer and Finance director for their Direction.

Requested By			
	James C Overton	Date	10-Aug-26
Reviewed By	Finance Director		
	James C Overton	Date	10-Aug-26
Approved By:	Finance Director		
	Dennis English	Date	10-Aug-26
	Interim Town Manager		

ADOPTED this 10th day of August 2026 by the Spring Lake Board of Commissioners

Town of Spring Lake Mayor

Town of Spring Lake Clerk

Change Order No. 2

Date of Issuance: July 27, 2026
Owner: Town of Spring Lake
Contractor: SKC, Inc
Engineer: McGill Associates
Project: Regina Drive Sewer Line Replacement

Effective Date: July 27, 2026
Owner's Contract No.: SRP-W-ARP-0373
Contractor's Project No.:
Engineer's Project No.: 24.04006
Contract Name: Regina Dr Sewer Rehab

The Contract is modified as follows upon execution of this Change Order: Outside drop on MH#0076, two services cored into MH#0076, waterline emergency repairs, additional select backfill for excessively wet soils unsuitable for backfill, DIP where waterline crosses sewer line, concrete supports for waterline.

Description:
Re-excavate and pour concrete at waterline tie in point, change waterline to DIP where it crosses above the sewer line = $7,620.00
Outside drop on MH#NC076 = $7,500.00
Coring 2 EA services into MH#NC076 = $1,800.00
Unmarked waterline repair = $3,375.00
Additional select backfill = $9,105.00
Total increase to the project = $29,400.00
Attachments: *Change Order Summary, with Contractor's change order request documentation*

CHANGE IN CONTRACT PRICE	**CHANGE IN CONTRACT TIMES** ***[note changes in Milestones if applicable]***
Original Contract Price: $573,925.00	Original Contract Times: NTP February 12, 2026 Substantial Completion: May 13, 2026 Ready for Final Payment: June 12, 2026 days or dates
[Increase] ~~[Decrease]~~ from previously approved Change Orders No. 0 to No. 1 : $135,715.00	[Increase] [Decrease] from previously approved Change Orders No. ___ to No. ___: Substantial Completion: N/A Ready for Final Payment: N/A days or dates
Contract Price prior to this Change Order: $709,640.00	Contract Times prior to this Change Order: Substantial Completion: May 13, 2026 Ready for Final Payment: June 12, 2026 days or dates
[Increase] ~~[Decrease]~~ of this Change Order: $29,400.00	[Increase] ~~[Decrease]~~ of this Change Order: Substantial Completion: June 22, 2026 Ready for Final Payment: August 7, 2026 days or dates
Contract Price incorporating this Change Order: $739,040.00	Contract Times with all approved Change Orders: Substantial Completion: June 22, 2026 Ready for Final Payment: August 7, 2026

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By:	By:	By:
Engineer (if required)	Owner (Authorized	Contractor (Authorized
Title: Office Manager	Title	Title
Date: 7/27/26	Date	Date

Town of Spring Lake Regina Dr Sewer Replacement

Change Order 2 Final Summary

No	Description	Bid Quantity	Unit	Unit Bid Amount	Contract Value
1	Mobilization (Max 3% of Total Construction)	1.00	LS	$15,000.00	$15,000.00
2	8" PVC Sewer Line Replacement SDR 26 (0'-8' Depth)	0.00	LF	$0.00	$0.00
3	8" PVC Sewer Line Replacement SDR 26 (8'-13' Depth)	940.00	LF	$175.00	$164,500.00
4	8" Class 350 DIP Sewer Line Replacement	0.00	LF	$0.00	$0.00
5	Sanitary Sewer Manhole Replacement (0'-8' Depth)	0.00	EA	$0.00	$0.00
6	Sanitary Sewer Manhole Replacement (8'-13' Depth)	4.00	EA	$10,000.00	$40,000.00
7	Service Lateral Replacement	17.00	EA	$3,800.00	$64,600.00
8	Anti-Seep Collar	1.00	EA	$3,600.00	$3,600.00
9	Town Asphalt Road Repairs (Sewer Mains) **Removed in CO1**	940.00	LF	$225.00	$211,500.00
10	Town Asphalt Road Repairs (Service Laterals) **Removed in CO1**	280.00	LF	$225.00	$63,000.00
11	Silt Sack	7.00	EA	$800.00	$5,600.00
12	Select Backfill	75.00	CY	$15.00	$1,125.00
13	Traffic Control	1.00	LS	$5,000.00	$5,000.00
	Origonal Contract Total				**$573,925.00**
	Change Order 1				
CO1-1	6" C900 PVC	940.00	LF	$160.00	$150,400.00
CO1-2	Fire Hydrant Assembly w/storz connection	1.00	EA	$11,500.00	$11,500.00
CO1-3	6" GVB	2.00	EA	$5,250.00	$10,500.00
CO1-4	Connection To Existing Waterline	2.00	EA	$5,000.00	$10,000.00
CO1-5	6" Fittings	10.00	EA	$700.00	$7,000.00
CO1-6	Short Side Service Reconnection	8.00	EA	$1,000.00	$8,000.00
CO1-7	Long Side Service Reconnection	9.00	EA	$1,800.00	$16,200.00
CO1-8	Line Testing and Chlorination	940.00	LF	$2.25	$2,115.00
CO1-9	Road Repair 8" CABC (Paving by Others)	1.00	LS	$194,500.00	$194,500.00
CO1-10	Removal of Bid Item No. 9	940.00	LF	-$225.00	-$211,500.00
CO1-11	Removal of Bid Item No. 10	280.00	LF	-$225.00	-$63,000.00
	Total of Change Order No. 1				**$135,715.00**
	Contract Price Incorporating Change Order No. 1			**Sub-Total**	**$709,640.00**
	Change Order 2				
CO2-1	6" DIP and Pipe Supports at Edwards Circle/Regina Dr Intersection	1.00	LS	$7,620.00	$7,620.00
CO2-2	Outside Drop on MH#NC076	1.00	LS	$7,500.00	$7,500.00
CO2-3	Core Services into MH#NC076	2.00	EA	$900.00	$1,800.00
CO2-4	Unmarked Waterline Repair	1.00	LS	$3,375.00	$3,375.00
CO2-5	Additional Select Backfill	607.00	CY	$15.00	$9,105.00
	Total of Change Order No. 2				**$29,400.00**
	Final Contract Price			**Sub-Total**	**$739,040.00**

SKC Inc.
UTILITY CONTRACTORS
POB 386 Seagrove, NC 27341
Phone: 336-873-9494

PROJECT CHANGE ORDER REQUEST SUMMARY

Project Name: Regina Drive Sewer Rehab
Town of Spring Lake

Date of Request: 5/6/2026

Presented to: Mc Gill Associates

Change Request# 2

Contract Price: $709,604.00

Summary of Change Orders

1. Add Drop into existing manhole not designated $7500.00
2. Coring 2 services not indicted on plans into existing manhole $1,800.00
(services added to unit price)
3. Hit and Repaired unmarked water line $3375.00
4.Additional Backfill 607cy x15.00= $9105.00

Reason for Change:
Unknown conditions found when connecting to existing manhole and laying sewer line.

Effect on Deliveries, Schedules or Time : 3

Effect on Cost:

Increase	$18,405.00
Decrease	$0.00

Requested By: _______ Kb Williamson

SKC Inc.
UTILITY CONTRACTORS
POB 386 Seagrove, NC 27341
Phone: 336-873-9494

PROJECT CHANGE ORDER REQUEST SUMMARY

Project Name:
Town of Spring Lake - Regina Drive Sewer Impts

Date of Request: 7/14/2026

Presented to: Mc Gill Associates

3

Contract Price:

Summary of Change Orders

Re-excavate area to pour flowable fill where water and sewer conflict each other. $7,620.00

Reason for Change:

Allowable required separation can not be aquired.

Effect on Deliveries, Schedules or Time : 3 days

Effect on Cost:

Increase	$7,620.00
Decrease	$0.00

Requested By: ______ Kb Williamson

Board of Commissioners Agenda Cover Sheet

Meeting Date
August 10, 2026

Agenda Location
New Business

Item Title
Ordinance 2026-05; An Ordinance Amending the Town of Spring Lake FY2026-2027 Rate and Fee Schedule to Revise Special Event Vendor and Food Truck Fees

Presenter
Mayor Kia Anthony

Summary/Description
Consideration of approval for Ordinance 2026-05 amending the Town of Spring Lake FY2026-2027 Rate and Fee Schedule to revise special event participation fees. The proposed Ordinance reduces the Special Event Vendor Fee from $50.00 to $25.00 and the Special Event Food Truck Fee from $75.00 to $50.00. The proposed fee reductions are intended to encourage greater participation by vendors and food trucks, support local businesses, and enhance Town-sponsored community events. If approved, the Ordinance will become effective immediately upon adoption, with all other provisions of the FY2026-2027 Rate and Fee Schedule remaining unchanged.

Requested Action
Approval

Funding Source (If Applicable):
N/A

Cost: N/A **Yes** ☐ **No** ☒

Additional Documents to be Included in Agenda Packet
Ordinance 2026-05; An Ordinance Amending the Town of Spring Lake FY2026-2027 Rate and Fee Schedule to Revise Special Event Vendor and Food Truck Fees
Miscellaneous Schedule of Fees from FY2026-2027 Rate and Fee Schedule

ORDINANCE 2026-05

AN ORDINANCE AMENDING THE TOWN OF SPRING LAKE FY2026-2027 RATE AND FEE SCHEDULE TO REVISE SPECIAL EVENT VENDOR AND FOOD TRUCK FEES

WHEREAS, the Town of Spring Lake Board of Commissioners is authorized to establish and amend fees for municipal services, permits, and special events; and

WHEREAS, the Board of Commissioners has determined that reducing certain special event participation fees will encourage greater vendor participation, support local businesses, and enhance community events sponsored by the Town; and

WHEREAS, the Board of Commissioners finds that amending the Town's FY2026-2027 Rate and Fee Schedule to revise the Special Event Vendor Fee and Special Event Food Truck Fee is in the best interest of the Town and its residents.

NOW, THEREFORE, BE IT ORDAINED, by the Board of Commissioners of the Town of Spring Lake as follows:

Section 1. The Town of Spring Lake's FY2026-2027 Rate and Fee Schedule is hereby amended to revise the following Special Event fees:

Fee Description	**Current Fee**	**New Fee**
Special Event Vendor Fee	$50.00	$25.00
Special Event Food Truck Fee	$75.00	$50.00

Section 2. All other fees and provisions contained within the Town of Spring's FY2026-2027 Lake Rate and Fee Schedule shall remain unchanged and in full force and effect.

Section 3. This Ordinance shall become effective immediately upon its adoption.

ADOPTED this 10th day of August 20256 by the Town of Spring Lake Board of Commissioners.

ATTEST

Carly Autry, CMC, NCCMC
Town Clerk

Kia Anthony
Mayor

Miscellaneous Schedule of Fees

Administrative fee	$ 30.00
Convenience Fee: All Credit Card Transactions and Online Transactions	$ 4.50 per transaction
Copies of Non-Public Records	$ 0.25 per page
Copies of Public Records	
Black and White	
8.5 x 11	$ 0.25
8.5 x 14	$ 0.30
11 x 17	$ 0.50
Color	
8.5 x 11	$ 0.30
8.5 x 14	$ 0.35
11 x 17	$ 0.55
Motor Vehicle Tax-NCGS §20-97(b)	$ 5.00
Returned Check Fee	$ 40.00
Tax Rate	$ 0.741 per $100 of valuation
Cumberland Parks and Recreation Interlocal Agreement	$ 0.05 per $100 of valuation
Engraved Brick for Veterans Memorial Park (N. Main St/Ruth St.)	Vendor Price
Special Event Permit	$ 100.00
Special Event Vendor Fee	~~$ 50.00~~ $25.00
Special Event Vendor Food Truck Fee Adopt a	~~$ 75.00~~ $50.00
Street Sign (per sign)	$ 150.00
Military Banner Program (Plus Administrative Fee added 2/6/24)	Vendor Price

Board of Commissioners Agenda Cover Sheet

Meeting Date
August 10, 2026

Agenda Location
New Business

Item Title
Discussion regarding Zoning Ordinance Chapter 42. Article III. – Permitted and Special Uses. Sec.42-66. – Individual Uses (b)

Presenter
Commissioner Jackie Jackson

Summary/Description
Discussion and Consideration of amending the Town of Spring Lake Code of Ordinances, Chapter 42. Article III. – Permitted and Special Uses. Section 42-66. – Individual Uses (b); to revise regulations pertaining to Smoke Shops and Tobacco Stores. The discussion will allow the Board to consider potential amendments to the Town's land use regulations governing the location, operation, and development standards for these businesses. Any proposed Ordinance amendments would be intended to promote the health, safety, and welfare of the community while ensuring the Town's zoning regulations remain consistent with current development objectives and applicable state law.

Town of Spring Lake's municipal code regulates smoke shops and tobacco stores through strict zoning criteria. While the Town cannot force currently operating shops to close, the Town has the legal authority to prevent new ones from opening in specific locations.

All additional documents are related from the September 23, 2019, Board meeting when the Board amended Chapter 42. setting requirements for Smoke Shops and Tobacco Stores.

Requested Action
Other – Discussion

Funding Source (If Applicable):
N/A

Cost: N/A **Yes** ☐ **No** ☒

Additional Documents to be Included in Agenda Packet
Minutes of September 23, 2019, Regular Meeting
Resolution (2019)15, Supporting Vape Shop Zoning Ordinance in all Cumberland County Municipalities
Public Hearing CaseP19-36 Article I and Article III
Approved P19-36 Zoning Text Amendment

Town of Spring Lake
Regular Meeting of the Board of Aldermen
Municipal Building
300 Ruth Street
Spring Lake, NC 28390

RDW

September 23, 201~~8~~ 9 **MINUTES** 7 p.m.

The Spring Lake Board of Aldermen held a regular scheduled meeting in the Grady Howard Conference Room of the Spring Lake Municipal Building with Mayor Larry Dobbins presiding.

Board Members Present:	Mayor Pro Tem O'Garra
	Alderman James Christian
	Alderwoman Soña Cooper
	Alderwoman Jackie Jackson
	Alderwoman Fredricka Sutherland

Others Present:

Ellis Hankins, Town Attorney	Tim Garner, Water Resources Director
Jay Graves, Recreation Director	Jimmy Hall, Inspections Supervisor
Doris Snider, Senior Center Director	Claiburn Watson, Finance Director
Jason Williams, Fire Chief	Rhonda D. Webb, Town Clerk/HR Officer

2. Invocation

Alderwoman Cooper gave the invocation.

3. Pledge of Allegiance

Scout Troop 713 led the meeting in the pledge of allegiance.

4. Additions or Deletions to Agenda

The Board added a Closed Session, G.S. 143-318.11(a)(6) - Personnel as Item 11, FYE 2018 Audit Update as Item 10g, Update by Police Chief on Recent Shooting in Holly Hills Neighborhood as Item10h, , and deleted Item 10f, Budget Ordinance (2019) 8, Amend Appendix "A" and "B".

Alderwoman Sutherland requested that the auditors come out and provide an update on FYE 2018 Audit so the Board and citizens can understand why we have not had an audit in almost two years.

5. Approval of Agenda

The Board approved the agenda as amended.

> **Action:** The Board approved a motion to approve the amended agenda and to revisit Item 10f after the Closed Session.
> **Motion by:** Alderwoman Cooper
> **Second by:** Alderman Christian
> **Vote:** Unanimous

(A copy of the Agenda is hereby incorporated by reference and made a part of these minutes – see attachment one.)

6. Approval of Consent Items

The Board approved the consent items:

a. Minutes of the September 23, 2019 Regular Meeting

b. Resolution (2019) 15, Supporting Vape Shop Zoning Ordinances

Action: The Board approved a motion to approve the consent items: Minutes of September 9, 2019 Regular Meeting and Resolution (2019) 15, Supporting Vape Shop Zoning Ordinances.
Motion by: Alderwoman Cooper
Second by: Alderwoman Jackson
Vote: Unanimous

(A copy of Resolution (2019) 15 is hereby incorporated by reference and made a part of these minutes – see attachment two.)

7. Public Forum

Mr. Henry Ponder, 1620 Mack Street, expressed concern with the August 26 meeting where a Code Enforcement position was discussed. Mr. Ponder stated that the easement behind his house in Holly Hills is overgrown and Mr. Porter informed him that the funds were not there to perform the yearly clearing of the overgrowth. He said to the Board that they need to stop interfering with the day to day operations of the employees who are doing their job. He stated anything that the Town does with the Code Enforcement position must be done in accordance with the Military Act of 1994, Reemployment Rights and Limitations, Subsection 4313 which was eluded to by Alderwoman Sutherland. He stated that he went to the Town's website and saw that there was a position for an Executive Assistant/Deputy Town Clerk and asked what happened to Janet, was she fired or did she quit. Why has the job title changed, it used to be Executive Administrative Assistant to the Mayor and the Town Manager. Should there have been a public forum, why wasn't there a public forum like the one for the Code Enforcement Officer? He stated he asked these questions and questions at the previous Board meetings and has not received any answers to his questions.

Mr. Tony Burgess, 931 Pine Knoll Drive, presented boxing belts to the Mayor, Recreation Director Jay Graves and Fire Chief Jason Williams.

Ms. Rita Perry, 1013 Karen Circle, Ms. Perry read the following statement: A public information request was submitted for the contract for the selling of lumber generated from tree removals on Ruth Street and the Mutzberg property and proof of payment(s). I received copies of checks totaling $35,876.39. However, in regards to the contract it was relayed to me via email that "it was done as a service and that services do not require bids or contracts." I concurred that service contracts do not require bids. However, the selling of lumber, which is a tangible asset of the Town of Spring Lake, located on Town property, <u>is not a service contract</u>. It is in fact the selling of property owned by the Town, which does require a contract depicting the financial details of such transaction. As such, the response provided in that email was insufficient. This morning, I made an inquiry directly to the timber company and miraculously, an agreement was email to me from the Town this afternoon. This matter went from not needing a contract because it was as a "service" to now an agreement appearing with no settlement/backing documentation; therefore, there is no accurate account of the exact amount due to the Town. All account receivables should be documented in detail and in accordance to any and all agreements.

At the September 9th regular meeting "Mayor Dobbins stated that the Board Members were all given an audit report at the end of the last fiscal year as required." As I did not recall an annual audit report, I searched the Town's website and was unable to locate the FY18 Annual Audit Report. On Tuesday, September 17th, I called the Local Government Commission (LGC) who officially confirmed that a LGC representative, David Erwin, would be visiting the Town of Spring Lake that week, as the Town had NOT submitted the FY18 Annual Audit Report as mandated by NCGS § 159-34 Annual independent audit; which requires each unit of local government and public authority to have its accounts audited after the close of each fiscal year. The Town of Spring Lake is the only Cumberland County municipality who failed to comply with this statute. This is completely unacceptable. It is the Town's Manager and Finance Director's responsibility to ensure that the Town of Spring Lake is in compliance with ALL General Statute financial requirements. More importantly, to ensure all financial records and reports are kept in an orderly and accountable manner, which they have failed to accomplish. As such, this is a formal request for an official explanation directly from S. Preston Douglas & Associates, LLP, the auditing firm contracted by this Board to perform the annual audit, regarding their inability to complete the annual audit in a timely manner especially in light of the fact that the FY19 (which ended June 30, 2019) Annual Audit Report due date is approaching.

Thank you for your attention in these matters.

8. Presentations

a. Employee Appreciation, Alexander Thomas

Mayor Dobbins presented Alexander Thomas with a certificate of appreciation for 12 years of service to the Town.

9. Public Hearing

a. Case P19-36: Revisions and Amendments to the Town of Spring Lake Zoning Ordinance, Chapter 42, amending Article 1. – In General Sec. 42.8

Ms. Page, Cumberland County Planning presented this Ordinance Amendment.

Mayor Dobbins opened the Public Hearing. No one spoke for or against Case P19-36.

> **Action:** The Board approved a motion to close the Public Hearing.
> **Motion by:** Alderwoman Christian
> **Second by:** Alderwoman Cooper
> **Vote:** Unanimous

(A copy of the Agenda Memo is hereby incorporated by reference and made a part of these minutes – see attachment three.)

9. New Business

a. Case P19-36

Ms. Page reviewed the parameters again for Case P19-36. She clarified that the amendment applies to future development. Existing shops will be grandfathered in. Should an existing shop leave, we can prohibit another smoke shop from going into that property.

> **Action:** The Board approved a motion to approve Case P19-36.
> **Motion by:** Alderman Christian
> **Second by:** Alderwoman Sutherland
> **Vote:** Unanimous

(A copy of the Agenda Memo and Cumberland County Planning & Inspections Department Action Memorandum is hereby incorporated by reference and made a part of these minutes – see attachment four.)

b. Case P19-093

Ms. Page presented Case P19-093 for consideration of 1st Regional Commercial Leasing for a C(P) site plan review; Spring Lake zoning ordinance; zoned C(P); total acreage is 0.85 acreage located at 104 Superior Drive. She stated the owner is requesting approval of the site plan for medical counseling. Staff recommends approval.

> **Action:** The Board approved a motion to approve Case P19-093.
> **Motion by:** Alderwoman Sutherland
> **Second by:** Mayor Pro Tem O'Garra
> **Vote:** Unanimous

(A copy of the Agenda Memo and Cumberland County Planning & Inspections Department Action Memorandum is hereby

f. Budget Ordinance (2019) 8, Amend Appendix "A" and "B"

Mr. Zell stated that two weeks ago at the last meeting, the Board discussed the need to take some of the load off of the Town Clerk. He stated that currently the person who was the virtual assistant is filling in the position that was left vacant when the last admin assistant took another job. He stated he is trying to put someone in there who can progress into the Clerk position. He stated we need to approve the title and grade for the position because we are looking for an individual who wants to do that work and who can do it. Alderwoman Jackson asked why the position is posted and Mr. Zell stated he jumped the gun on that but he thought that was the way the Board was leaning when this was discussed and he wanted to go ahead and start getting applications for the position. He stated there was never going to be anything further without the Board's approval. He also stated that the individual who is the contracted person is doing a very good job. He stated she can deal with employees and citizens and she is learning very fast. She has been offered a job on Fort Bragg and if she leaves before we can get this process completed, we could really be hurt.

Mayor Pro Tem O'Garra stated we really need a school trained person to do HR and stated we really need to put our efforts in that direction. Mr. Zell stated there is no monies in this year's budget for an HR position but an Engineer position is budgeted for. He stated he is proposing that in January the Board would be able to hire an HR Director and he feels the new Manager would like hire his own people. Alderwoman Sutherland inquired about contracting out the HR duties and see if that is a possibility. Mayor Pro Tem O'Garra stated that he does not think it is appropriate to do this. He stated he still thinks we need to get an HR position. Alderwoman Cooper stated that Rhonda has served the Town for many years and we need to have the foresight to put someone in that position to train. Alderwoman Jackson asked why we don't just go from A, B and C to D. If there is a problem with HR then we need to just fix the job but if there is a problem with Rhonda being able to do the work then we need to find out what part she can't do and hire someone to do that. She stated it does not seem right to hire someone to help Rhonda if she is going to retire soon. Alderwoman Cooper stated that she is not suggesting that there is a problem with Rhonda's performance and she has never suggested changing what she is doing, she is suggesting that we have someone in place for the future so that we have someone in place, well trained, to step into those shoes should she retire. If we don't have the foresight to put someone in place then we are going to have a lot of problems. Right now, we should focus on putting somebody in place in that position and if we need to hire an HR Director we can add that later. Mr. Zell stated they could not be in more capable hands. There was some confusion about the position and adding a position. It was clarified that we are not adding another position, we are reclassifying the current position so that someone can begin training to take over the duties that Rhonda is doing now.

> **Action:** The Board approved a motion to approve Budget Ordinance (2019) 8, Amend Appendix "A" and "B".
> **Motion by:** Alderwoman Sutherland
> **Second by:** Alderwoman Jackson
> **Vote:** Unanimous

12. Adjournment.

> **Action:** There being no further business to come before the Board, the meeting was adjourned at 10:11 p.m.
> **Motion:** Alderwoman Jackson
> **Second by:** Alderman Christian
> **Vote:** Unanimous

Rhonda D. Webb
Rhonda D. Webb, MMC, NCCMC
Town Clerk

TOWN OF SPRING LAKE
SEAL
NORTH CAROLINA

ATTEST:
Larry G. Dobbins
Larry Dobbins
Mayor

Attachment # Consent

Agenda Item No. 6b
Request for Town Aldermen Action

To: Honorable Mayor Dobbins and Spring Lake Board of Aldermen
From: Rhonda D. Webb, Town Clerk
Date: September 23, 2019
Subject: Resolution (2019) 15, Supporting Vape Shop Zoning Ordinances in all Cumberland County Municipalities

Purpose:
To provide the Board of Aldermen the opportunity to adopt a Resolution of Support for restricting vape shops by amending the zoning Ordinance.

Overview:
The Cumberland County Board of Health has requested that all municipalities in Cumberland County adopt a resolution of support encouraging stricter vape shop ordinances. Part of the ordinance would restrict all tobacco and vape shops from existing closer than one mile from all schools and other places children go. The Town of Spring Lake has already been working on amending our zoning ordinance to restrict tobacco and vape shops and that ordinance amendment is on the September 23, 2019 meeting agenda for approval.

Recommendation:
Approve Resolution (2019) 15.

Action Needed:
Approve, Reject or Modify Resolution (2019) 15

Attachments:
Resolution (2019) 15

RESOLUTION (2019) 15

A RESOLUTION OF THE BOARD OF ALDERMEN OF THE TOWN OF SPRING LAKE, NORTH CAROLINA SUPPORTING VAPE SHOP ZONING ORDINANCES IN ALL CUMBERLAND COUNTY MUNICIPALITIES.

WHEREAS, the Cumberland County Board of Health adopted a Resolution encouraging stricter vape shop zoning ordinances in all Cumberland County Municipalities; and

WHEREAS, Cumberland County Board of Health recommends that all tobacco and vape shops be at least one mile away from all schools and other places where children go; and

WHEREAS, the North Carolina Youth Tobacco Survey found that e-cigarettes are the most commonly used tobacco product by youth, ahead of cigarettes, cigars, smokeless tobacco, hookah, and pipes. From 2011 to 2017, the use of e-cigarettes by middle school students increased 430 percent while e-cigarette use by high school students increased 894 percent; and

WHEREAS, e-cigarettes retail locations are clustered near schools and universities, which makes e-cigarettes more appealing and accessible to youth; and

WHEREAS, NCGS 14-313 Article 39 provides local government authority to restrict youth access to tobacco products, tobacco-derived products, vapor products, and cigarette wrapping papers.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE TOWN OF SPRING LAKE, THAT:

The Spring Lake Board of Aldermen hereby supports amending zoning ordinances relative to vape shops in Spring Lake and plans to approve amendments to their zoning ordinance at the September 23, 2019 Regular Board Meeting.

Adopted this 23rd day of September, 2019.

AYE	NO
Mayor Pro Tem O'Garra	
Alderman Christian	
Alderwoman Cooper	
Alderwoman Jackson	
Alderwoman Sutherland	

Larry D. Dobbins
Larry Dobbins
Mayor

Attest:
Rhonda D. Webb
Rhonda D. Webb, MMC, NCCMC
Town Clerk

Attachment # 3

Agenda Item No. 9a
Request for Town Aldermen Action

To: Honorable Mayor Dobbins and Spring Lake Board of Aldermen
From: Rhonda D. Webb, Town Clerk
Date: September 23, 2019
Subject: Public Hearing

Purpose:
To conduct a required public hearing on the proposed Ordinance amendment.

Overview:
In accordance with NC General Statutes and the Town of Spring Lake Code of Ordinances, public hearing notice(s) are published in the Fayetteville Observer on the appropriate dates for items requiring such notice. Notice listed below.

Public Notice
Town of Spring Lake
NOTICE of PUBLIC HEARING

The Town of Spring Lake will meet at 7 p.m. on Monday, September 23, 2019 at the Spring Lake Town Hall located at 300 Ruth Street, Spring Lake to hear the following:

P19-36 Spring Lake txt amd zon ord Art I & III
http://www.co.cumberland.nc.us/planning/ordinances/county.aspx

Rhonda D. Webb, MMC, NCCMC
Town Clerk

Action Needed:
Conduct public hearing.

Attachments:
None

Attachment # 4

Agenda Item No. 10a
Request for Town Aldermen Action

To: Honorable Mayor Dobbins and Spring Lake Board of Aldermen
From: Patricia Hickmon, Executive Assistant
Date: September 23, 2019
Subject: Case P19-36: Revisions and amendments to the Town of Spring Lake Zoning Ordinance, Chapter 42, amending Article I. – In General Sec. 42.8. – Definitions. by inserting in alphabetical order *Ancillary Sale, E-Cigarette, Smoke Shop, Tobacco, Tobacco Paraphernalia, Tobacco Product;* amending Article III. – Permitted, Conditional and Special Uses. Sec. 42-66. – Individual Uses. by adding Section (b) *Smoke Shops and Tobacco Stores.* Sub-sections (1) – (2); and updating the table of contents as appropriate. (Spring Lake)

Purpose:
Establish minimum distance requirements for smoke shops and tobacco stores.

Overview:
Revisions and amendments to the Zoning Ordinance Chapter 42 to regulate the distance requirements for smoke shops and tobacco stores as well as further define keywords related to this use. The Cumberland County Joint Planning Board approved the text amendment on August 20, 2019. This is consistent with the adopted comprehensive plan designated as the 2030 Growth Vision Plan, specifically including Policy Area 2: Well-Managed Growth and Spring Lake Area Land Use Plan (2003) goal providing a variety of commercial development that is responsive to market needs and appropriately located designed to be safe, attractive, and compatible with its surroundings.

Sec. 42-66.-Individual Uses.

1. Smoke shops and tobacco stores shall not be located within 1,000 feet of a parcel occupied by a public or private kindergarten, elementary, middle, junior high or high school; licensed child-care facility or preschool, youth centers, community centers, recreational facility, park, church or religious institution, medical facility, or other similar uses where children regularly gather.

2. Smoke shops and tobacco stores shall not be located with a one-half mile radius of an approved or existing smoke shop and tobacco store.

Ms. Hope Page from Cumberland County Planning will be at the Board of Aldermen meeting to present this case.

Attachment # ____

Recommendation:
Approve Revisions and Amendments to the Zoning Ordinance Case P19-36

Action Needed:
Approve or Deny Case P19-36

Attachments:
Cumberland County Planning & Inspections Department Action Memorandum

Diane Wheatley,
Chair,
Cumberland County

Carl Manning,
Vice-Chair
Cumberland County

Jami McLaughlin,
Town of Spring Lake
Jordan Stewart.,
Town of Stedman

Vacant
Wade, Falcon & Godwin

Thomas Lloyd,
Town of Linden

CUMBERLAND
★ COUNTY ★
NORTH CAROLINA

Planning & Inspections Department

Joel Strickland,
Acting Director

Vacant,
Deputy Director

Vikki Andrews,
Lori Epler,
Cumberland County

Stan Crumpler,
Town of Eastover

Patricia Hall,
Town of Hope Mills

August 28, 2019

MEMO TO: TOWN OF SPRING LAKE

FROM: CUMBERLAND COUNTY JOINT PLANNING BOARD

SUBJECT: **P19-36.** REVISIONS AND AMENDMENTS TO THE TOWN OF SPRING LAKE ZONING ORDINANCE, CHAPTER 42, AMENDING ARTICLE I. – IN GENERAL SEC. 42.8. – DEFINITIONS. BY INSERTING IN ALPHABETICAL ORDER *ANCILLARY SALE, E-CIGARETTE, SMOKE SHOP, TOBACCO, TOBACCO PARAPHERNALIA, TOBACCO PRODUCT;* AMENDING ARTICLE III. – PERMITTED, CONDITIONAL AND SPECIAL USES. SEC. 42.66. – INDIVIDUAL USES. BY ADDING SECTION (B) *SMOKE SHOPS AND TOBACCO STORES.* SUB-SECTIONS (1) – (2); AND UPDATING THE TABLE OF CONTENTS AS APPROPRIATE. (SPRING LAKE)

ACTION: In Case P19-36, the Cumberland County Joint Planning Board recommends approval of the text amendment to the Spring Lake Zoning Ordinance which, if approved would establish minimum distance requirements for smoke shops and tobacco stores as well as further define keywords related to this use, finding it is consistent with the adopted comprehensive plan designated as the 2030 Growth Vision Plan, specifically including: *Policy Area 2: Well-Managed Growth* and the Spring Lake Area Land Use Plan (2003) goal of providing a variety of commercial development that is responsive to market needs and appropriately located and designed to be safe, attractive, and compatible with its surroundings. The staff further finds that approval of the amendment is reasonable and in the public interest based on the foregoing information and this amendment will allow development of smoke shops and tobacco stores to be more harmonious with surrounding existing uses. Additionally, this amendment was prepared and submitted by the Town of Spring Lake.

Cumberland County Joint Planning Board Minutes of August 20, 2019 Meeting:

RECOMMENDATION: In Case P19-36, the Planning & Inspections staff recommends approval of the text amendment to the Spring Lake Zoning Ordinance which, if approved would establish minimum distance requirements for smoke shops and tobacco stores as well as further define keywords related to this use, finding it is consistent with the adopted comprehensive plan designated as the 2030 Growth Vision Plan, specifically including: *Policy Area 2: Well-Managed Growth* and the Spring Lake Area Land Use Plan (2003) goal of providing a variety of commercial development that is responsive to market needs and appropriately located and designed to be safe, attractive, and compatible with its surroundings. The staff further finds that approval of the amendment is reasonable and in the public interest based on the foregoing information and this amendment will allow development of smoke shops and tobacco stores to be more harmonious with surrounding existing uses.

This proposed text amendment would not cause any changes to the Spring Lake Area Land Use Plan map.

MOTION
Mrs. Epler made a motion, seconded by Mrs. McLaughlin to approve the text amendment to the Spring Lake Zoning Ordinance.

Unanimous approval.

Attachments: P19-36 Spring Lake Text Amendment

Case P19-36

TOWN OF SPRING LAKE
ZONING CHAPTER TEXT AMENDMENT
ARTICLE I AND ARTICLE III

P19-36: REVISIONS AND AMENDMENTS TO THE TOWN OF SPRING LAKE ZONING ORDINANCE, CHAPTER 42, AMENDING ARTICLE I. – IN GENERAL, SEC. 42.8. – DEFINITIONS. BY INSERTING IN ALPHABETICAL ORDER *ANCILLARY SALE, E-CIGARETTE, SMOKE SHOP, TOBACCO, TOBACCO PARAPHERNALIA, TOBACCO PRODUCT*; AMENDING ARTICLE III. – PERMITTED, CONDITIONAL AND SPECIAL USES, SEC. 42.66. – INDIVIDUAL USES. BY ADDING SECTION (B) *SMOKE SHOPS AND TOBACCO STORES*. SUB-SECTIONS (1) – (2); AND UPDATING THE TABLE OF CONTENTS AS APPROPRIATE. (SPRING LAKE)

CHAPTER 42
ZONING

AMENDING ARTICLE I. – IN GENERAL, SEC. 42.8 DEFINITIONS. by inserting in alphabetical order *Ancillary sale, E-Cigarette, Smoke shop, Tobacco, Tobacco paraphernalia, Tobacco product;* as written and as indicated below:

ARTICLE I. – IN GENERAL

Sec. 42-8. - Definitions.

Ancillary sale means where a grocery store, supermarket, convenience store or similar market uses no more than two percent of its gross floor area, or 200 square feet, whichever is less, for the display, sale, distribution, delivery, offering, furnishing, or marketing of conventional cigars, cigarettes or tobacco. For any grocery store, convenience market, retail kiosk or similar use consisting of 250 square feet or less, "ancillary sale" shall mean where no more five square feet are used for the display, sale, distribution, delivery, offering, furnishing, or marketing of conventional cigars, cigarettes or tobacco. The display, sale, distribution, delivery, offering, furnishing, or marketing of e-cigarettes or any other tobacco products or tobacco paraphernalia, regardless of square footage used, is subject to the restrictions of this section and shall not constitute "ancillary sale" under any circumstances.

E-cigarette means any electronically actuated device or inhaler meant to simulate cigarette smoking that uses a heating element to vaporize liquid solution, popularly referred to as "juice," and that causes the user to exhale any smoke, vapor, or substance other than that produced by unenhanced human exhalation. The juice used in e-cigarettes typically contains nicotine, and for this reason e-cigarettes and their juice can be classified as both tobacco products and tobacco paraphernalia.

Smoke shop and tobacco store means any premises dedicated to the display, sale, distribution, delivery, offering, furnishing, or marketing of tobacco, tobacco products, or tobacco paraphernalia; provided, however, that any grocery store, supermarket, convenience store or similar retain use that only sells conventional cigars, cigarettes or tobacco as an ancillary sale shall not be defined as a "smoke shop and tobacco store" and shall not be subject to restrictions in this chapter.

Tobacco means any preparation of the nicotine-rich leaves of the tobacco plant, which are cured by a process of drying and fermentation for use in smoking, chewing, absorbing, dissolving, inhaling, snorting, sniffing, or ingesting by any other means into the body.

Tobacco paraphernalia means any paraphernalia, equipment, device, or instrument that is primarily designed or manufactured for smoking, chewing, absorbing, dissolving, inhaling, snorting, sniffing or ingesting by any other means into the body of tobacco products. Items or devices classified as tobacco paraphernalia include but are not limited to the following: pipes, punctured metal bowls, bongs, water bongs, electric pipes, e-cigarettes, e-cigarette juice, buzz bombs, vaporizers, hookahs, and devices for holding burning material. Lighter and matches shall be excluded from the definition of tobacco paraphernalia.

Tobacco product means any product in leaf, flake, plug, liquid, or any other form, containing nicotine derived from the tobacco plant, or otherwise derived, which is intended to enable human consumption of tobacco or nicotine in the product whether smoked, chewed, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means. For the purposes of this chapter, the term "tobacco product" excludes any product that has been specifically approved by the United States Food and Drug Administration (FDA) for sale as a tobacco: smoking cessation product or for other medical purposes, where such product is marketed and sole solely for such an approved purpose.

AMENDING ARTICLE III. – PERMITTED, CONDITIONAL AND SPECIAL USES, SEC. 42.66. – INDIVIDUAL USES. by adding section (b) *Smoke Shops and Tobacco Stores*. Sub-sections (1) – (2); as written and as indicated below:

ARTICLE III. – PERMITTED, CONDITIONAL AND SPECIAL USES

Sec. 42-66. - Individual uses.

(b) *Smoke Shops and Tobacco Stores.*

(1) Smoke shops and tobacco stores shall not be located within 1,000 feet of a parcel occupied by a public or private kindergarten, elementary, middle, junior high or high school; licensed child-care facility or preschool, youth centers, community centers, recreational facility, park, church or religious institution, medical facility, or other similar uses where children regularly gather.

(2) Smoke shops and tobacco stores shall not be located with a one-half mile radius of an approved or existing smoke shop and tobacco store.

Effective 9-23-2019

yes

No

Mayor Pro Tem O'Garra
Alderman Christian
Alderwoman Cooper
Alderwoman Jackson
Alderwoman Sutherland

UNITY FOR PROSPERITY
TOWN OF SPRING LAKE NORTH CAROLINA

Board of Commissioners Agenda Cover Sheet

Meeting Date	**Agenda Location**
August 10, 2026	New Business

Item Title
Creation of Special Events Planning Committee

Presenter
Mayor Kia Anthony

Summary/Description
Discuss the creation of a Special Events Planning Committee to assist with the planning, coordination, and promotion of special events. Commissioner Jackie Jackson is proposed to serve as the Board Liaison to the committee. A similar committee was originally established as the Special Events Advisory Committee on May 8, 2023, and was later renamed the Special Events Team on June 10, 2024. On that same date, the Board dissolved the committee Bylaws and approved amendments to Policy No. 14. Special Event Permitting and Chapter 34. Article VI. Parades, Group Demonstrations, and Special Events of the Town's Code of Ordinances. The purpose of this discussion is to consider re-establishing a formal committee to support the planning and successful execution of community events and its structure, membership, and responsibilities.

Requested Action
Other – Discussion

Funding Source (If Applicable):
N/A

Cost: N/A **Yes** ☐ **No** ☒

Additional Documents to be Included in Agenda Packet
Policy No. 14. Special Event Permitting – June 26, 2023
Policy No. 14. Special Event Permitting – June 10, 2024
Chapter 34. Article VI. Parades, Group Demonstrations, and Special Events – June 10, 2024

<table>
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14.0. Policy

The Town of Spring Lake buildings, parks, streets, and Town own property are intended primarily for programs sponsored by the Town of Spring Lake. Other non-profit organizations and individuals may use buildings, parks, streets, and Town own property subject to the regulations of this policy.

14.1. Regulations

A. Programs sponsored by the Town or jointly sponsored by the Town and other entities have priority over other uses. Certain time periods may be reserved on a regular basis for Town uses and programs.

B. The availability of the Recreation Center, Mendoza Park, Neighborhood Parks, and the Veterans Memorial Park, for programs not related to the Town is as follows:

1. Available for civic, educational, and cultural non-profit groups and community-related events and appropriate individual social events such as birthday parties, wedding receptions, etc.;
2. For use by for-profit groups, businesses, or individuals for purposes of:
    a. fund-raising events, projects, or programs benefiting the for-profit;
    b. business dealings or overt solicitation of clients for products or services;
    c. meetings or events held by political parties or interests for the sole purpose of soliciting or raising money.

Excluded from the regulation are activities sponsored by the Town of Spring Lake.

C. Reservation requirements for the use of the Recreation Center, Mendoza Park, and Neighborhood Parks Facilities are as follows:

1. Event organizer confirms facility/park availability with Spring Lake Recreation Center and pays all applicable parks and recreation rental fees/deposits.

2. Spring Lake Recreation Center contacts Spring Lake Town Hall to inform them of the proposed event (Town Manager or Inspections Department).

3. Spring Lake Recreation Center directs the event organizer to contact Spring Lake Town Hall to obtain an application to hold the special event (Town Manager or Inspections Department).

4. Spring Lake Town Hall receives the special event application from the event organizer with all relevant event details.

5. Spring Lake Town Hall provides a copy of the special event application to Spring Lake Recreation Center for informational purposes.

6. Spring Lake Town Hall reviews the special event application and determines services needed by the Town of Spring Lake including, but not limited to, Police, Fire (inspections and medical), traffic services, solid waste, street maintenance, electrical, water, parking, vendor permits, and health department inspection.

7. Spring Lake Town Hall communicates with the event organizer on approval/denial, town requirements, applicable permit fees, and additional charges for town services.

8. Spring Lake Town Hall collects fees associated with Step 7 and issues all applicable permits.

9. Spring Lake Town Hall communicates with Spring Lake Recreation Center staff on event approval/denial, final event details, and Town of Spring Lake services.

10. If the event is not approved, Spring Lake Recreation Center will refund all applicable parks and recreation fees/deposits as paid in Step 1.

11. If the event is approved, the event organizer will be required to submit a Certificate of Insurance to Spring Lake Town Hall and the Recreation Center listing the City of Fayetteville. General Liability – Combined Single Limits of no less than one million ($1,000,000) for each occurrence and two million dollars ($2,000,0000) for aggregate claims.

D. Requirements for parades, festivals, special events, or group demonstrations are as follows:

1. The event organizer contacts Spring Lake Town Hall to obtain an application to hold the special event (Town Manager or Inspections Department).
2. Spring Lake Town Hall receives the special event application from the event organizer with all relevant event details.
3. Spring Lake Town Hall reviews the special event application and determines services needed by the Town of Spring Lake including, but not limited to, Police, Fire (inspections and medical), traffic services, solid

waste, street maintenance, electrical, water, parking, vendor permits, and health department inspection.

4. Spring Lake Town Hall communicates with the event organizer on approval/denial, town requirements, applicable permit fees, and additional charges for town services.
5. Spring Lake Town Hall collects fees associated with Step 4 and issues all applicable permits.
6. If the event is approved, the event organizer will be required to submit a Certificate of Insurance Spring Lake Town Hall General Liability – Combined Single Limits of no less than one million dollars ($1,000,000.00) for each occurrence and two million dollars ($2,000,000.00) for aggregate claims.

E. General

1. All events must be pre-noticed to the Spring Lake Recreation staff or the Town Manager/designee for availability.

2. No fees may be charged by any group or individual for admission to any events or meetings nor may any collection of money be taken or donations requested in the Town of Spring Lake's name. Exceptions may be made on a case-by-case basis, with the approval of the Town Manager, or the Board of Aldermen in a scheduled Board of Aldermen Meeting.

3. The use of tobacco products indoors and the use of alcohol on any Town property are strictly prohibited for participants and attendees.

4. Fees will be assessed at the Recreation Center and at the Spring Lake Town Hall.

5. Fayetteville Cumberland Parks and Recreation stipulations, rules, and restrictions will apply to the use of the Community Center and Parks.

6. The Town Manager or Board of Aldermen (in a scheduled Board of Aldermen meeting) may deny any group usage of any town facility if it is determined that the group or function requested would be inappropriate, may cause disruption of the normal flow of operations or may cause potential damage to property. The Town of Spring Lake reserves the right to deny the use of town facilities to any group or individual that violates the law, is disorderly, or violates the conditions of this policy. Denials by the Town Manager may be appealed to the Board of Aldermen

7. The Town Manager, or designee, is granted authority to interpret these regulations on occasion when applicability of any stated regulation is not clear.

8. Any damage, defects, or other problems discovered during the use of the Community Center should be reported to the attending staff members as soon as possible.

9. Events and meetings are held to the maximum room occupancy that is listed in each of the Recreation Center rooms and the gymnasium. For any event that has an estimated attendance of 75 people or more a "Special Event Permit" is required.

14.2. Special Event Permitting

A. A special event is defined as any event that is advertised to the public with the intent of drawing the public at large. Events that are held on town property, either private or public, with an expected attendance of 75 or more will be considered a special event and must apply for a special event permit.

B. Special events under this section, the person(s) or group(s) seeking the permit shall supply liability insurance, worker's compensation insurance, and any other insurance deemed appropriate to cover the event in a form, and with limits, as required by the Town Manager. Proof of such coverage shall be supplied in writing to the Town Manager and at such time as the Town Manager requires the same to be produced. Further, unless waived by the Manager or Town Board, the person(s) or group(s) seeking the permit shall execute an indemnification and/or hold harmless agreement with the Town in a form and manner as approved by the Town. Failure to comply with this section shall void any permitting, or commitment to permit, by the Town Manager under this section.

C. Individuals seeking permission to hold a special event must begin at the Recreation Department or Spring Lake Town Hall at least 30 days prior to the event.

D. The Special Events Advisory Committee will review the request and make recommendations to the organizer.

E. Special Event Permit with 75 attendees or more will be reviewed by the Special Events Advisory Committee for approval or denial.

F. Special Event Permit with 150 attendees or more will be reviewed by the Board of Aldermen for approval or denial at a regularly scheduled meeting.

G. The Chairperson of the Special Event Advisory Committee will present any special event permits to the Board of Aldermen.

Note: All departments will review the request along with a "site plan" for the event. All applications that are rejected can be appealed to the Town Manager and then to the town Board of Aldermen in a regularly scheduled Board of Aldermen meeting.

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Approved:

Mayor:
Town of Spring Lake
Board of Aldermen

Date: 6/26/2023

Attest:

Town Clerk

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1. Available for civic, educational, and cultural non-profit groups and community-related events and appropriate individual social events such as birthday parties, wedding receptions, etc.;

2. For use by for-profit groups, businesses, or individuals for purposes of:
    a. fund-raising events, projects, or programs benefiting the for-profit;
    b. business dealings or overt solicitation of clients for products or services;
    c. meetings or events held by political parties or interests for the sole purpose of soliciting or raising money.

Excluded from the regulation are activities sponsored by the Town of Spring Lake.

C. Reservation requirements for the use of the Recreation Center, Mendoza Park, and Neighborhood Parks Facilities are as follows:

1. Event organizer confirms facility/park availability with Spring Lake Recreation Center and pays all applicable parks and recreation rental fees/deposits.

2. Spring Lake Recreation Center contacts Spring Lake Town Hall to inform them of the proposed event (Town Manager or Inspections Department).

3. Spring Lake Recreation Center directs the event organizer to contact Spring Lake Town Hall to obtain an application to hold the special event (Town Manager or Inspections Department).

4. Spring Lake Town Hall receives the special event application from the event organizer with all relevant event details.

5. Spring Lake Town Hall provides a copy of the special event application to Spring Lake Recreation Center for informational purposes.

6. Spring Lake Town Hall reviews the special event application and determines services needed by the Town of Spring Lake including, but not limited to, Police, Fire (inspections and medical), traffic services, solid waste, street maintenance, electrical, water, parking, vendor permits, and health department inspection.

7. Spring Lake Town Hall communicates with the event organizer on approval/denial, Town requirements, applicable permit fees, and additional charges for Town services.

8. Spring Lake Town Hall collects fees associated with Step 7 and issues all applicable permits.

9. Spring Lake Town Hall communicates with Spring Lake Recreation Center staff on event approval/denial, final event details, and Town of Spring Lake services.

10. If the event is not approved, Spring Lake Recreation Center will refund all applicable parks and recreation fees/deposits as paid in Step 1.

11. If the event is approved, the event organizer will be required to submit a Certificate of Insurance to Spring Lake Town Hall and the Recreation Center listing the City of Fayetteville. General Liability - Combined Single Limits of no less than one million ($1,000,000) for each occurrence and two million dollars ($2,000,0000) for aggregate claims.

D. Requirements for parades, festivals, special events, or group demonstrations are as follows:

1. The event organizer contacts Spring Lake Town Hall to obtain an application to hold the special event (Town Manager or Inspections Department).
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3. Spring Lake Town Hall reviews the special event application and determines services needed by the Town of Spring Lake including, but not limited to, Police, Fire (inspections and medical), traffic services, solid

waste, street maintenance, electrical, water, parking, vendor permits, and health department inspection.

4. Spring Lake Town Hall communicates with the event organizer on approval/denial, town requirements, applicable permit fees, and additional charges for Town services.
5. Spring Lake Town Hall collects fees associated with Step 4 and issues all applicable permits.
6. If the event is approved, the event organizer will be required to submit a Certificate of Insurance Spring Lake Town Hall General Liability - Combined Single Limits of no less than one million dollars ($1,000,000.00) for each occurrence and two million dollars ($2,000,000.00) for aggregate claims.

E. General

1. All events must be pre-noticed to the Spring Lake Recreation staff or the Town Manager/designee for availability.

2 No fees may be charged by any group or individual for admission to any events or meetings nor may any collection of money be taken or donations requested in the Town of Spring Lake's name. Exceptions may be made on a case-by-case basis, with the approval of the Town Manager, or the Board of Aldermen in a scheduled Board of Aldermen Meeting.

3. The use of tobacco products indoors and the use of alcohol on any Town property are strictly prohibited for participants and attendees.

4. Fees will be assessed at the Recreation Center and at the Spring Lake Town Hall.

5. Fayetteville Cumberland Parks and Recreation stipulations, rules, and restrictions will apply to the use of the Community Center and Parks.

6. The Town Manager or Board of Aldermen (in a scheduled Board of Aldermen meeting) may deny any group usage of any Town facility if it is determined that the group or function requested would be inappropriate, may cause disruption of the normal flow of operations or may cause potential property damage. The Town of Spring Lake reserves the right to deny the use of Town facilities to any group or individual that violates the law, is disorderly, or violates the conditions of this policy. Denials by the Town Manager may be appealed to the Board of Aldermen.

7. The Town Manager, or designee, is granted authority to interpret these regulations on occasion when the applicability of any stated regulation is not clear.

8. Any damage, defects, or other problems discovered during the use of the Community Center should be reported to the attending staff members as soon as possible.

9. Events and meetings are held to the maximum room occupancy that is listed in each of the Recreation Center rooms and the gymnasium. For any event that has an estimated attendance of 75 people or more a "Special Event Permit" is required.

14.2. Special Event Permitting

A. A special event is defined as any event that is advertised to the public with the intent of drawing the public at large. Events that are held on Town property, either private or public, with an expected attendance of 75 or more will be considered a special event and must apply for a special event permit.

B. Special events under this section, the person(s) or group(s) seeking the permit shall supply liability insurance, worker's compensation insurance, and any other insurance deemed appropriate to cover the event in a form, and with limits, as required by the Town Manager. Proof of such coverage shall be supplied in writing to the Town Manager and at such time as the Town Manager requires the same to be produced. Further, unless waived by the Manager or Town Board, the person(s) or group(s) seeking the permit shall execute an indemnification and/or hold harmless agreement with the Town in a form and manner as approved by the Town. Failure to comply with this section shall void any permitting, or commitment to permit, by the Town Manager under this section.

C. Individuals seeking permission to hold a special event must begin at the Recreation Department or Spring Lake Town Hall at least 30 days prior to the event.

D. The Special Events Team will review the request and make recommendations to the organizer.

E. Special Event Permit with 75 attendees or more will be reviewed by the Special Events Team for approval or denial.

F. Special Event Permit with 250 attendees or more will be reviewed by the Board of Aldermen for approval or denial at a regularly scheduled meeting.

G. A representative of the Special Events Team will present any special event permits to the Board of Aldermen.

Note: All departments will review the request along with a "site plan" for the event. All applications that are rejected can be appealed to the Town Manager and then to the Town Board of Aldermen in a regularly scheduled Board of Aldermen meeting.

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Approved: June 10, 2024

Mayor:
Town of Spring Lake
Board of Aldermen

Date: June 10, 2024

ATTEST:

Town Clerk

ARTICLE VI. PARADES, GROUP DEMONSTRATIONS, AND SPECIAL EVENTS

Sec. 34-147. Definitions.

The following words, terms, and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Approved location means all town-owned property, property leased by the Town, property exclusively controlled by the Town, and any portion of the state right-of-way of any road or highway within the Town which:

(1) Is not under the control of the state Board of Transportation;

(2) The state Board of Transportation has not promulgated or implemented regulations controlling or regulating pedestrian or vehicular traffic or parades; and

(3) The chief of police, in accordance with the standards found in Section 34-150, determines is reasonably safe for the participants of the parade and can reasonably accommodate the ordinary needs and requirements of the community without destruction of property or injury to persons.

Festival and special event means any program or period of festive activities, cultural events, or entertainment marked by ceremonies or a gathering of the public to celebrate an event, holiday, or special activity.

Group demonstration means any assembly together or concert of action between two (2) or more persons for the purpose of protesting any matter or making known any position or thought of the group or attracting attention to the demonstration.

Parade means any parade, march, ceremony, or procession of any kind, in or upon any street, sidewalk, or other public place owned or under the control of the Town.

Parade chairperson means the person who is physically responsible for the conduct of the parade and the person to whom all notices and communications from the chief of police may be given. The parade chairperson, or his/her designee, must be present and participate in the parade or the parade permit is void.

Parade permit means any parade, march, ceremony, show exhibition, or procession of any kind in or on public streets, sidewalks, or on behalf of any organization.

Sec. 34-148. Permit required.

(a) No person shall engage in, participate in, aid, form, or start any parade, festival, special event, or group demonstration unless a permit has been obtained from the Town Manager or designee, provided that no person may conduct or otherwise participate in any event except during such times as the permit provides.

(b) This section shall not apply to:

(1) Funeral processions supervised by a licensed mortuary.

(2) Any governmental agency acting within the scope of its function.

(3) Peaceful picketing on the sidewalks wherein neither firearms nor dangerous weapons are displayed or brandished and all signs, posters, and supports carried by, or within 100 feet of, such picketers are in compliance with Section 34-151.

Sec. 34-149. Application for Special Event permit.

A person seeking issuance of a Special Event permit shall file an application with the Town Manager or the designee on forms provided by the Town.

(1) *Filing period.* A special event application for a parade, festival, special event, or group demonstration permit shall be filed with the Town Manager or the designee at least thirty (30) days prior to the event.

(2) *Contents.* The application for a special event permit shall set forth the following information:

a. The name, address, and telephone number of the person seeking to conduct such an event.

b. If the event is proposed to be conducted for, on behalf of, or by an organization, the name, address, and telephone number of the headquarters of the organization, and of the authorized and responsible heads of such organization.

c. If the event is co-sponsored by the Town of Spring Lake, list the Department or Committee with the contact person.

d. Day of the event contact if different from the applicant or contact person, who will be onsite the day of the event.

e. Provide any street closures that you are requesting. All street closures must be approved by the Board of Aldermen.

f. Provide any food service or alcohol service that will be at the event.

g. Describe the waste management plan.

h. Describe the overall parking plan for the event.

i. Provide if any tents, canopies, or temporary structures will be used at the event.

j. Any additional information that is deemed necessary for a fair determination as to whether a permit should be issued.

Sec. 34-150. Requirements for issuance of permit.

(a) Approved locations.

(1) Persons who otherwise meet the requirements for a parade, festival, special event, or group demonstration are entitled to exercise their First Amendment rights in all areas of the Town; however, in order to better protect such participants, the citizens of the Town, the property of such citizens, and to facilitate the flow of the parade or demonstration and of traffic in general, certain approved places and locations in the Town must be approved as a safe approved location, which the participants may use for the parade or demonstration. These locations shall be defined as "approved locations" for parades or demonstrations.

(2) The applicant who secures a special event permit shall identify specific locations in the Town in which he/she wishes to conduct the event. The applicant has made known the general area in which he/she wishes to conduct the parade or demonstration, and the chief of police shall determine whether the location of such proposed routes is in conformance with the requirements of subsection (b) of this section. He/she shall then approve only such specific streets, locations, and thoroughfares that are in conformance with the parade or demonstration and the route. The chief of police shall make this determination from the application and schedule in each case.

(b) The chief of police shall approve the location of the route if he/she finds that the following conditions are met:

  (1) There will be reasonably safe access along the proposed route;

  (2) There will be no impeding pedestrian or traffic congestion in the area because of the number of participants and the number of residents living within the area;

  (3) The proposed route does not present a clear danger to children or other persons in congested residential areas based upon lack of sidewalks, the narrow width of the streets, and the number of participants and/or motor vehicles involved; and

  (4) After considering the distance to be traveled, duration of the parade, number of intersections that will be crossed during the parade, accessibility of emergency vehicles, availability of sidewalk areas to accommodate pedestrian traffic, and the number of participants, spectators, and residential citizens living adjacent to the route, adequate provision can be made for the safe and orderly movement of the parade and of other traffic, pedestrian and vehicular, contiguous to the proposed route.

(c) The Special Events Team shall, within fourteen (14) working days of receipt of the application, make a decision to the organizer. Special Event Permits should be issued as provided hereunder, when, from a consideration of the application and from such other information as may otherwise be obtained, he/she finds that:

  (1) Adequate provision can be made for the safe and orderly movement of the parade and of other traffic, pedestrian and vehicular, contiguous to its route;

  (2) Adequate provision can be made for law enforcement protection which will not require diversion of so great a number of law enforcement officers of the Town to police properly, lines of movement, and the areas contiguous thereto as to prevent normal police protection to the Town;

  (3) The applicant for the parade permit has agreed to abide by the standards hereinafter set forth below, which are necessary measures to promote the safety and welfare of the community; and

  (4) There appears to be no other parade, public activity, or emergency, for which the chief of police must provide security simultaneously with the proposed parade, which would substantially impair the chief of police's ability to provide security to the parade participants and the community at large.

(d) The Board of Aldermen or the Special Events Team shall issue the permit upon findings based upon all information available to them that:

  (1) All other county, municipal, and state services that may reasonably be anticipated to be needed for emergency services at such proposed parade are available;

  (2) No state of emergency with the meaning of G.S. Ch. 14, Art. 36A has been declared, or is reasonably anticipated, by the Governor, or Mayor within a three-mile, straight-line distance of any portion of the proposed parade route or demonstration; and

  (3) If the chief of police recommends against the issuance of the permit, he/she shall submit such reasons in writing to the Board of Aldermen or to the Special Events Team as to why he/she so recommends.

(e) If the Special Events Team determines they cannot make the required findings needed for recommending approval of the permit, then a representative of the Special Events Team shall notify the applicant:

  (1) Of his/her right to submit a modified plan for the parade, festival, special event, or group demonstration which would meet the criteria set forth in this article;

  (2) Of his/her right to appeal the findings of the Special Events Team directly to the full Board of Aldermen; or

  (3) In writing, of the specific reasons why the proposed parade, festival, special event, or group demonstration does not permit favorable findings by the Special Events Team.

(f) No permit shall be issued except by:

(1) Special Event Permits with 75 attendees or more will be reviewed by the Special Events Team for approval or denial; or

(2) Special Event Permit with 250 attendees or more will be reviewed by the Board of Aldermen for approval or denial at a regularly scheduled meeting. The Board of Aldermen upon a majority vote of the full Board, or, if not all Aldermen are present, or if not, all Aldermen positions are filled, by a majority of the positions filled at such time.

(g) Any applicant for a Special Event permit may appeal such denial, within five (5) days of notification of a denial of a parade, festival, special event, or group demonstration, by delivering to the Town Manager a written notice of appeal. Upon receipt of such notice of appeal, the Town Manager shall immediately schedule, as soon as practicable, with the Board of Aldermen, a hearing to reconsider only those findings the Special Events Team did not favorably find, which resulted in the denial of a permit.

(h) If the Board of Aldermen disapproves the relevant findings of the Special Events Team, based upon all the evidence presented, which findings were detrimental to the Special Event permit applicant, then the Board of Aldermen may issue the permit under such terms and conditions as it sees fit, consistent with this article.

(i) If the Board of Aldermen approves of any finding of the chief of police or fire chief, which such finding would preclude the Town from issuing the permit, then no permit shall be issued.

Sec. 34-151. Prohibited activities; standards applicable to parades.

(a) No firearms or dangerous weapons of any kind, as defined below, may be possessed either exposed or concealed by any participant in the parade or any person affiliated with and present at the parade or any person upon any street, sidewalk, or other public place within 500 feet of the parade.

(1) For the purpose of this section, the term "dangerous weapon" shall be defined as any device designed or capable of being used to inflict serious injury upon a person or property, including, but not limited to, firearms, knives of any kind or any type having a blade in excess of three (3) inches in length, razors and razor blades, metallic knuckles, clubs, blackjacks and night sticks, dynamite cartridges, bombs, grenades, mines, any other powerful explosives, and loaded canes.

(2) This restriction shall not apply to the following persons while acting lawfully and within the scope of their duties and authority:

a. Law enforcement officers;

b. Officers and soldiers of the armed forces, militia, or National Guard acting in such official capacity, when reasonably necessary to perform official duties of such military organization;

c. Students of military science in an accredited program, when reasonably necessary, to perform such official duties or responsibilities specifically required by such military science program or military orders; or

d. Park rangers or animal control officers.

(b) No hand-carried sign or poster transported in such parade shall be of greater density than eight-ply 0.030 thickness cardboard. No support for such sign or poster shall be of a metallic substance or thicker than one by three-fourths inches.

(c) The person designated by the applicant as the parade chairperson or his/her designee shall be physically present and shall accept responsibility for compliance with any and all terms of the parade permit as set forth herein.

(d) The applicant shall file with the chief of police, a waiver signed by the applicant releasing and saving all officers, appointees, officials, deputies, and employees of the Town and the chief of police harmless for any claims, actions, and lawsuits arising out of the conduct of the parade, excepting injuries or damages unlawfully and proximately caused by those persons named herein.

(e) Every parade shall follow the route designated and approved in the permit issued. No person shall unreasonably hamper, obstruct, impede, or interfere with any parade assembly or with any person, vehicle, or animal participating in a parade.

Sec. 34-152. Inspection of signs, posters, and supports.

(a) Either prior to or after, the participants in the parade assemble at the assembly area, the chief of police or his/her representative may request the parade chairperson to have all participants in the parade make available all signs, posters, and supports for inspection to ensure compliance with section 34-151(b).

(b) Prior to departure from the assembly area, those persons participating in the parade shall, upon request, make available for inspection by the chief of police or his/her representative, all signs, posters, and supports being carried in such parade to ensure compliance with this article. Failure or refusal of participants of the parade to make such signs, posters, and supports available for inspection after the chief of police or his/her representative has requested the parade chairperson or his designee to make such signs, posters, and supports available for inspection shall void and invalidate the parade permit until such time as:

(1) Such items are made available for inspection and inspection is completed;

(2) Such items subject to inspection are removed from the custody of any participant in the parade and are removed to a location at least 100 feet from any point in the parade route; or

(3) All participants who possess such items that they refuse to have inspected withdraw from participation in the parade and withdraw physically to a location at least 100 feet from any point in the parade route.

(c) All inspections of signs, posters, and supports by the chief of police or his/her representative shall be for no longer than reasonably necessary to ensure physical compliance with section 34-151(b). No signs shall be confiscated, seized, or otherwise removed from any participant because of the written message thereon, except as such temporary removal is reasonably necessary to inspect the physical characteristics of such sign. All signs, posters, or supports found not in compliance with Section 34-151(b) must be removed from use in the parade by the participant possessing such sign or by the parade chairperson, within a reasonable period of time of discovery of such noncompliance or the parade permit is void.

(d) For purposes of this Article, twenty (20) minutes shall be presumed to be a reasonable period of time during which the chief of police or his/her representative can examine such signs, posters, and supports; however, the chief of police may take such time as is reasonably necessary, if he/she determines it is reasonably necessary for security purposes because of:

(1) The inherently large number of participants or vehicles in the parade;

(2) The difficulty of providing security because of the route of the parade and the number of persons, participants, and vehicles in the parade;

(3) Other demands upon the chief of police for providing essential law enforcement services that temporarily deplete the chief of police's ability to provide reasonable inspection, security, and traffic control;

(4) Or for other good cause involving the direct physical security of the community, or unforeseen events arising during the assembly or conduct of the parade that create a substantial risk of the breach or substantial injury to persons or property.

(e) Any time period consumed by the failure of the participants to comply with the provisions of this Article for inspection of the signs, posters, and supports shall not be included in the time period for the chief of police to examine the signs, posters, or supports.

(f) Willful failure of parade participants to comply with inspection requirements shall in no way change or alter the time period for such parade permit.

Sec. 34-153. Revocation of Special Event Permit.

Upon violation of the terms of the permit or any provision of this Article by those participating in an activity for which a permit has been issued pursuant to this Article, the chief of police or such officer of the police force as may then be in charge is authorized to then revoke the permit and command those participating to disperse. It shall be unlawful for any to fail to obey the command prompt.

Sec. 34-154. Authorizing the closing of streets and parking places for parades, festivals, and special events.

(a) *Street closing.* When an application for a special event permit for a parade, festival, special event, or group demonstration has been received in accordance with Section 34-149, the Board of Aldermen may temporarily close the streets for a stated period of time by Resolution, stating streets to be closed and the time during which the streets are closed.

(b) *Parking regulated.* In the said Resolution, the Board of Aldermen may also temporarily close on-street parking places and prohibit parking thereon so that vehicles will not interfere with the parade, festival, special event, or group demonstration.

(c) *Towing vehicles.* Once the Board of Aldermen has closed parking spaces for a specified period of time and signs are posted to give notice, vehicles parked in those spaces would be in violation of this Ordinance and are subject to being towed at the owner's expense.

Approved June 10, 2024

Board of Commissioners Agenda Cover Sheet

Meeting Date
August 10, 2026

Agenda Location
New Business

Item Title
Leader's Legacy Recognition Program

Presenter
Interim Town Manager Dennis English Jr.

Summary/Description
Mr. English will provide the Board with a briefing on the Leader's Legacy Recognition Program, which was adopted by the former Board of Commissioners on November 25, 2024, to recognize past and present residents and notable benefactors who have made significant contributions to the Town of Spring Lake through the placement of commemorative benches on Town property. The benches purchased for the program remain in storage at the Town's Public Works facility. An example Leader's Legacy bench is currently on display at Veterans Park to illustrate the appearance of the commemorative benches that would be installed through the program.

Requested Action
Informational Only

Funding Source (If Applicable):
N/A

Cost: N/A **Yes** ☐ **No** ☒

Additional Documents to be Included in Agenda Packet
Leader's Legacy Recognition Program Bench Rules
Leader's Legacy Recognition Program

Leaders Legacy Recognition Program

The Town of Spring Lake was built on the contributions of many citizens, past and present. The Town continues to be shaped and molded by the contributions of our residents and benefactors. Significant past, present and future contributions deserve to be recognized in some tangible and long-lasting form. The Leader's Legacy Recognition Program provides an avenue for this recognition.

Please complete and return the nomination form to:

Town of Spring Lake
Attention: Town Clerk
300 Ruth Street
Spring Lake, NC 28390

Or you can email to clerk@townofspringlake.com. For more information, call the Town Clerk at (910) 985-1834.

Under the Leader's Legacy Recognition Program, an individual is recognized for significant contributions by placement of a bench on public property within (or owned by) the Town of Spring Lake. A bench will include a plaque identifying the individual for whom the bench is placed. A dedication ceremony led and attended by Town officials will formally introduce the bench and provide an opportunity for public recognition.

Benefits

The Leader's Legacy Recognition Program provides a vehicle of appropriate magnitude to recognize individuals in various locations for many years to come. Initiation and maintenance costs are nominal yet the program will provide a long – lasting tribute to individuals' contributions. Further, by virtue of the public recognition associated with the dedication of a bench, the program also encourages additional contributions by residents.

Locations

The Town of Spring Lake has many locations that could benefit from the addition of benches. Town parks, green space, and municipal buildings, such as Town Hall, are among the possible sites for benches. Additionally, sidewalk areas in front of certain commercial/private properties, such as the downtown area, may serve as an appropriate location for benches.

Eligibility and Selection Criteria

Past and present residents and notable benefactors of the Town of Spring Lake, living or deceased, will be considered for recognition. Individuals recognized by the Leader's Legacy Recognition Program, are by definition, those of integrity and strong character. The Town desires to hold up as model citizens for those who have not only made significant contributions to the Town, but who have also demonstrated by their positive actions and words that they are worthy of representing the Town of Spring Lake in the positive manner desired by all.

Candidates must be citizens in good standing and must have one or more significant contributions to the Town. A "significant contribution" is subjective; however, a significant contribution generally improves the quality of life for all citizens of the Town in some manner. The Board of Commissioners will make the final determination of whether a contribution is significant for purposes of considering a candidate for recognition via this Leader's Legacy Recognition Program.

Revocation

By ensuring a high standard for the Program, the Town ensures only positive role models are continually recognized. Individuals who, subsequent to recognition with a bench, are determined to be ineligible for a bench due to revelations of questionable character, integrity or any other reasonable concern of the Town, will have their bench revoked. Such revelations include those events that occurred before or after recognition via the Leader's Legacy Recognition Program. Revocation will occur at the action of the Town's Board of Commissioners.

Individuals who have been honored with a bench and later determined to fall out of compliance with the requirements for eligibility will have their bench revoked. The revocation process will include removal and destruction of the plaque and replacement of the recognition bench with a standard bench. The recognition bench may be reused at an alternate location for a future recognition event.

Nomination and Selection Process

Any citizen of the Town of Spring Lake may nominate an individual for the Leader's Legacy Recognition Program. The nomination process involves completing a nomination form outlining the contributions of the individual and rationale for recognition; and then securing a Town Sponsor that will support the nomination of the individual. Town Sponsors are the members of the Town's Board of Commissioners or the Town Manager. Town Sponsors undertake the responsibility of preliminarily assessing the proposed nomination and then networking it outside of the Town's Board of Commissioners meeting forums for consideration before a formal presentation to the Town's Board of Commissioners as an action item. The rationale for informally networking the proposed nomination prior to formal discussion and vote is to spare potential public embarrassment for an individual who may not be supported by the majority.

Based on the results of informal networking, the Town Sponsor determines whether or not to place the nomination on a Town's Board of Commissioners meeting agenda for discussion and an official vote. An individual will be recognized with a bench upon passage of a Resolution by an affirmative vote by a majority of the Town's Board of Commissioners.

The Citizen applicants are responsible for securing a minimum of half the expense of the total actual costs. This may be done by with private donations from individuals or businesses. The Town of Spring Lake will match up to fifty percent of the total actual cost.

The Town of Spring Lake will work together with the applicant to determine the exact placement of the bench as well as plan a dedication ceremony that includes the recognized individual and with an appropriate number of family and friends, Town elected officials and appropriate staff and the media.

Estimated Costs

The estimated cost as of November 2024 for each bench is estimated as follows:

Item	**Est. Cost**
Bench	$1,000
Concrete Mounting Base	$300
Engraved Plaque	$450
Dedication Ceremony	$200
TOTAL EST. COST	$1,950

Note: The costs provided are estimates only. The Sponsor will be responsible for securing, through public or private contributors, one half of the total actual costs. These funds are to be submitted to the Town prior to the installation of the bench. The Town of Spring Lake will match up to fifty percent of the total actual cost.

Maintenance costs are expected to be nominal as no active maintenance is required. The Town's Board of Commissioners should consider some number of initial benches (e.g., two or three), and then identify a steady-state expectation (e.g., one or two per year) for budget purposes. Alternate sources of funding such as donations by individuals or organizations should be encouraged as well.

Leader's Legacy Recognition Program

Recognizing the Town of Spring Lake's Contributors

Please complete the following nomination form and return to: Town of Spring Lake, Attention: Town Clerk, 300 Ruth Street, Spring Lake, NC 28390 or email to clerk@townofspringlake.com. For more information, please call the Town Clerk at (910) 985-1834.

Nominator: Please fill in all of the information below. If more than one nominator, please attach a separate sheet with the same information for each person.

Name: ______________________________

Address: ______________________________

Phone Number: ______________________________

Email: ______________________________

Best way to contact (check one): Phone Email

Nominee:

Name: ______________________________

Address: ______________________________

Phone Number: ______________________________

Email: ______________________________

Best way to contact (check one): Phone Email

Is nominee aware of this application? (check one): Yes No

Town Sponsor: ______________________________

****

Nominee's Contributions: List or describe as many activities/actions/contributions as practical for which the nominee is either solely or significantly responsible that has improved the quality of life for all citizens of the Town. Attachments are welcomed.

Significant Contribution(s): Past and present residents of the Town of Spring Lake, living or deceased, will be considered for recognition via the Leader's Legacy Recognition Program. Candidates must have one or more significant contributions to the Town. A "significant contribution" is subjective; however, a significant contribution generally improves the quality of life for all citizens of the Town in some manner. In addition, candidates must also demonstrate the positive characteristics the Town holds in high regard including honesty, integrity, and strong character. In a brief paragraph or two, please describe the significant contribution(s) made by the nominee and its impact on the Town of Spring Lake Community.

Bench Location: Please choose two possible locations for the bench. The Board of Commissioners will work with Town staff to determine the exact placement of the bench.

1 ____

2 ____

Park Options:	**Other Locations:**
Veterans Park	Town Hall Campus
Recreation Center Campus	Tenhet Park
Main Street Downtown	Mendoza Park
Private Commercial Properties with Owner permission.	

Plaque:

In Recognition of ___________________________________(insert name) for
his/her/their contributions to the Town of Spring Lake community.

*Please allow 45 business days after approval by the Town's Board of Commissioners to procure the bench and plaque. (Time frame contingent upon the Board of Commissioners meeting schedule.)

Board of Commissioners Agenda Cover Sheet

Meeting Date
August 10, 2026

Agenda Location
New Business

Item Title
State Budget Allocation

Presenter
Interim Town Manager Dennis English Jr.

Summary/Description
The Office of State Budget and Management (OSBM), through the direction of Governor Josh Stein, recently announced funding awards to support critical water and wastewater infrastructure improvements across North Carolina. The Town of Spring Lake was selected to receive funding to assist with the rehabilitation of its drinking water and sanitary sewer systems.

The Town has been approved to receive:

- A $1.5 million grant/loan package, and
- A $3.4 million loan

to support the rehabilitation and improvement of the Town's drinking water and sanitary sewer infrastructure.

These funds will assist the Town in addressing aging infrastructure, improving system reliability, reducing maintenance needs, and enhancing the delivery of essential water and sewer services to residents and businesses. The funding represents a significant investment in the Town's utility system and will help advance critical infrastructure projects while minimizing the financial impact on the Town and its utility customers.

Requested Action
Informational Only

Funding Source (If Applicable):
N/A

Cost: N/A **Yes** ☐ **No** ☒

Additional Documents to be Included in Agenda Packet
N/A

Board of Commissioners Agenda Cover Sheet

Meeting Date
August 10, 2026

Agenda Location
New Business

Item Title
Locally Administered Projects Program (LAPP) Grant Update

Presenter
Interim Town Manager Dennis English Jr.

Summary/Description
To provide the Board with an update regarding the Town's LAPP Grant award.

The Town of Spring Lake has been awarded a $1.5 million Locally Administered Projects Program (LAPP) Grant through the Fayetteville Area Metropolitan Planning Organization (FAMPO) utilizing State LAPP funding designated for Greenway and Trail projects.

The Grant funding will support the rehabilitation and enhancement of Mutzberg Park, located off Chapel Hill Road. The proposed project encompasses approximately 33 acres and includes the development of walking trails and scenic overlooks along the Little River, providing expanded recreational opportunities while preserving the area's natural beauty.

As part of the Grant requirements, the project requires a 20% local match. The Town will be responsible for providing the required local match to satisfy the funding requirements and ensure successful implementation of the project.

The project is expected to improve public access to outdoor recreation, promote healthy lifestyles, enhance environmental stewardship, and create an attractive destination for residents and visitors.

Requested Action
Informational Only

Funding Source (If Applicable):
N/A

Cost: N/A **Yes** ☐ **No** ☒

Additional Documents to be Included in Agenda Packet
Mutzberg Park Project Scope

Mutzberg Walking Trail and Overlook

Type

Non-Highway Project

Agency

City of Fayetteville – Parks & Recreation

Contact Person

Jessica Howell
JessicaHowell@FayettevilleNC.gov
(910) 433-1391

Project Description

The property for the proposed Mutzberg Walking Trail & Overlook project is currently undeveloped and in its natural state. The property is located within the corporate limits of the Town of Spring Lake between the Little River, Chapel Hill Road, and Lillington Highway (HWY 210). Zoning is CD or Conservancy District which limits any development on the tract. The proposed Mutzberg Walking Trail & Overlooks project will consist of a (10)-ft wide unpaved multi-use trail with a (3)-ft turf shoulder. The project will consist of a 5-mile unpaved path that will be designed to ADA guidelines.

Project Phases

Phase	Description	Phase Cost Estimate
1	**Engineering (Design, Permitting and Construction, Management) & Surveying**	**$237,660**
2	**Right of Way Acquisition**	**$127,950**
	Total Cost of Portion of Project Being Funded	**$365,610**
3	**Trail & Overlook Acquisition**	**$647,400**
4	**Construction of Bathroom Facilities and Parking Lot**	**$888,000**
	Total Cost of Portion of Project Not Being Funded	**$1,535,400**

Project Scoring

Total Project Score	**75**