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

Board of Commissioners Special Meeting Agenda
Tuesday, August 18, 2026
6:00 PM
Grady Howard Conference Room

1. **CALL TO ORDER**
2. **OLD BUSINESS**
   a. 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
3. **TOWN MANAGER CANDIDATE PUBLIC FORUM**
4. **CLOSED SESSION**
   a. Pursuant to NCGS §143-318.11(a)(6) – Personnel
5. **ADJOURNMENT**

Board of Commissioners Agenda Cover Sheet

Meeting Date
August 18, 2026

Agenda Location
Old 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 $10.00 and the Special Event Food Truck Fee from $75.00 to $20.00. 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	$10.00
Special Event Food Truck Fee	$75.00	$20.00

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 18th day of August 20256 by the Town of Spring Lake Board of Commissioners.

ATTEST

Carly Autry, CMC, NCCMC
Town Clerk

Kia Anthony
Mayor

DRAFT

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~~ **$10.00**
Special Event Vendor Food Truck Fee Adopt a Street Sign (per sign)	~~$ 75.00~~ **$20.00** $ 150.00
Military Banner Program (Plus Administrative Fee added 2/6/24)	Vendor Price

Board of Commissioners Agenda Cover Sheet

Meeting Date
August 18, 2026

Agenda Location
New Business

Item Title
Town Manager Candidate Public Forum

Summary/Description
The Town of Spring Lake Board of Commissioners will hold a Public Forum on Tuesday, August 18, 2026, at 6:00 pm at Spring Lake Town Hall, 300 Ruth Street, featuring the two (2) candidates being considered for the position of Town Manager.

The forum will provide citizens with an opportunity to hear directly from both candidates. Citizens may submit questions in advance to the Town Clerk at clerk@townofspringlake.com. All submitted questions will be reviewed and vetted by the Town Attorney prior to the forum to ensure they are appropriate for the public question-and-answer session.

A moderator will ask the selected questions, and both candidates will be provided an opportunity to answer each question. Due to the limited time available, only five (5) questions will be selected and asked during the forum.

The public is advised that the question-and-answer session is not a campaign or election forum. The purpose of the forum is to provide an opportunity for citizens to hear from the Town Manager candidates as part of the Board's ongoing Town Manager selection process.

Requested Action
Informational Only

Funding Source (If Applicable):
N/A

Cost: N/A **Yes** ☐ **No** ☒

Additional Documents to be Included in Agenda Packet
Town Manager Candidate Public Forum Advertisement



PUBLIC FORUM

TOWN MANAGER CANDIDATES

The **Town of Spring Lake Board of Commissioners** invites citizens to attend a **Public Forum** featuring the two candidates being considered for the position of **Town Manager.**

TUESDAY, AUGUST 18, 2026

6:00 PM

Both Town Manager candidates will be present, providing citizens with an opportunity to hear from the candidates and submit questions for consideration during the forum.

SUBMIT YOUR QUESTIONS

Citizens who would like to submit a question for the candidates are asked to email their questions in advance to the Town Clerk at:

clerk@townofspringlake.com

All submitted questions will be reviewed and vetted by the **Town Attorney** prior to the forum to ensure they are appropriate for the public question-and-answer session.

PLEASE NOTE

The Q&A is **not** a campaign or election forum.

Please note: a moderator will be the one asking the questions.

ONLY 5 QUESTIONS WILL BE ASKED,
which will be answered by both candidates.

EVENT LOCATION
SPRING LAKE TOWN HALL
300 Ruth Street, Spring Lake, NC 28390