



**Boiling Springs Town Council
Meeting Agenda Packet
August 2, 2016**



Town of Boiling Springs

PO Box 1014 | Boiling Springs, NC 28017

Phone 704-434-2357 | Fax 704-434-2358

www.BoilingSpringsNC.net

TOWN COUNCIL MEETING AGENDA

August 2, 2016

ROUTINE BUSINESS

1. Mayor's Call to Order
2. Recognize Citizen's Present & Public Comment
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The Town Council desires all citizens have an opportunity to address the Council in an open and productive manner. Individuals not on the agenda but wishing to speak should register with the Clerk prior to the start of the meeting. During the Public Comment portion of the meeting speakers have three (3) minutes unless otherwise approved by the Council. Groups are urged to appoint a spokesperson. If you require additional time, we ask you be placed on the agenda for the next regularly scheduled meeting of the Council. This policy allows the Council members adequate time to familiarize themselves with an issue.

**Town of Boiling Springs
Town Council
Regular Meeting Minutes
June 30, 2016**

The Boiling Springs Town Council met June 30, 2016 at the Boiling Springs Town Hall. Present were: Mayor Max J. Hamrick; Councilmembers James Beason, Bill Ellis, Cliff Hamrick, and Daniel Thomas. Town Attorney John Schweppe, III was also present. Staff members present: Town Manager Tom Hart, Town Clerk Kimberly Greene, Public Works Director Mike Gibert, Finance Officer Rhonda Allen, Police Chief Nathan Phillips, and Officer Justin Gardner.

Others Present: Greg Lambert

AGENDA ITEM I

Call to Order – Max J. Hamrick, Mayor

AGENDA ITEM II

Recognition of Citizens Present & Public Comment

AGENDA ITEM III

Approval of Minutes

Councilmember Hamrick made the motion to approve the minutes of the June 7, 2016 regular meeting. Councilmember Beason seconded and the vote was unanimous.

AGENDA ITEM IV

Regular Business

Adopt Annual Budget Ordinance for FY 16/17

Mayor Hamrick declared the public hearing open at 7:02 p.m. There being no comments, Mayor Hamrick closed the public hearing at 7:03 p.m. Councilmember Beason made the motion to adopt the Fiscal Year 2016/2017 Budget Ordinance as presented. Councilmember Daniel Thomas seconded and the vote was unanimous. A copy of the Budget Ordinance is hereby incorporated into and made a part of the minutes of the meeting.

Park Master Plan

Mayor Hamrick recognized Mr. Greg Lambert, PLA, LEED A.P. Mr. Lambert is a Landscape Architect with McGill and Associates. McGill and Associates was established in 1984 and work mainly in Parks and Recreational Design. Mr. Lambert gave a presentation on developing a Park Master Plan for the Town. He discussed potential funding available with a PARTF grant (NC Parks and Recreation Trust Fund), the importance of public input, and assessing the needs of the community. The Council thanked Mr. Lambert for his informative presentation.

Authorize Sale of Property

Mayor Hamrick stated Ms. Lisa Piercy inquired about purchasing the property her grandfather sold to the Town in 1966. The Town purchased six acres for \$1,890 to build a wastewater plant. The purchase agreement stipulated that when the property was no longer being used for sewage treatment, the Piercy's would have first refusal to repurchase the property for the purchase price. In 2005, approximately 5 acres were sold back to the Piercy's for \$1,617.30. The Town is no longer using the remaining one acre, Parcel No. 58893, for sewage treatment. The resolution authorizes the sale of the property to Ms. Piercy for \$272.70. Councilmember Beason made the motion to approve Resolution #160630.02 Authorizing the Sale of Real Property. Councilmember Hamrick seconded and the vote was unanimous. A copy of the Resolution is hereby incorporated into and made a part of the minutes of the meeting.

Offer to Purchase Property

Mr. James L. Beason III made the final bid of \$7,400 to purchase three parcels of surplus Town properties. The parcels are identified as Cleveland County Parcel No. 1108, 3017, and 1106. Councilmember Daniel Thomas made the motion to accept the bid and approve Resolution #160630.01

Authorizing the Sale of Real Property. Councilmember Ellis seconded and the vote was unanimous. A copy of the Resolution is hereby incorporated into and made a part of the minutes of the meeting.

Planning Board Appointment

Mr. Hart reported the Board of Planning and Adjustment recommended the Town Council approve a zoning code text amendment changing their composition to seven inside members and two outside members. There are currently one inside and two ETJ vacant seats on the Board. If the Town Council approves the text amendment changing the composition of the Board all open seats will become inside seats. The Council agreed to hold a public hearing on this item at their August 2, 2016 meeting.

AGENDA ITEM V

Staff Reports

Rhonda Allen, Finance Officer, reported the following:

Rhonda Allen reported she would bring budget amendments to the August 2, 2016 meeting.

Mike Gibert, Public Works Director, reported the following:

Town offices will be closed Monday, July 4, 2016 in observance of Independence Day. Garbage collection will be on regular schedule.

John Scheppe, Town Attorney, reported the following:

Mr. Scheppe reported on the Bethel Avenue debris issue. He stated the most viable option is to issue a \$50 civil penalty each day the violation continues. If not paid it may be recovered in a civil action. Mr. Hart is in the process of getting a quote to clean up the property.

Tom Hart, Town Manager, reported the following:

Mr. Hart discussed proposed improvements to North Main Street. The North Main Street Improvement Project will make the street more pedestrian friendly. The project includes replacing approximately 1,000 feet of sidewalk and aged water line from the stop light to the fire department. Approximately 20 water taps will also be replaced. The goal is to do this project while NCDOT is repaving N. Main Street this fall/winter. Mayor Hamrick inquired about the traffic light. Mr. Hart stated there will still be three lanes with a turn lane. NCDOT has studied this intersection but it does not meet the minimum standards for a turn signal. Mr. Hart is working with Gardner-Webb University on additional parking off West College Avenue past Washburn Hall. Mr. Hart also plans to meet with the North Main Street business and property owners.

AGENDA ITEM VI

Councilmember's Report/Comments

Councilmember Daniel Thomas reported a citizen asked him about the intersection at Homestead Avenue and N. Main Street. This intersection does not meet the DOT standards for a traffic light. Councilmember Daniel Thomas inquired about a large pile of trees out on Hillcrest Street. The Mayor also inquired about building material out by the road on Gordon Avenue. Mr. Hart stated the debris on Hillcrest Street appeared to be from land clearing. Debris from land clearing and building materials are not collected by the Town.

Councilmember Ellis reported the sidewalk was repaired where someone recently fell. Mr. Hart stated two areas along N. Main Street were also repaired.

Councilmember Beason commended Mike Gibert. He was present the previous evening while two fire hydrants were being replaced.

AGENDA ITEM VII

Mayor's Report/Comments

Mayor Hamrick reported County Commissioners are seeking ways to increase revenue for volunteer fire departments and other public safety agencies in the county. The County approved a Resolution

Supporting a One Quarter Percent (\$0.25%) Local Sales and Use Tax Referendum which will be on the November 2016 election ballot.

Councilmember Hamrick made the motion to enter into executive session pursuant to N.C.G.S. 143.318.1(a)(6) to discuss personnel at 8:00 p.m. Councilmember Beason seconded and the vote was unanimous.

The meeting reconvened at 8:43 p.m.

Executive session minutes are on file in the office of the Clerk.

There being no further business to come before the Council, Mayor Hamrick declared the meeting adjourned.

Max J. Hamrick, Mayor

Kimberly Greene, Town Clerk

DRAFT

**Town of Boiling Springs
Town Council
June 30, 2016
Closed Session Minutes**

At the recommendation of Mayor Hamrick, the Town Council entered into a closed session to discuss personnel.

Present were: Mayor Max Hamrick; Councilmembers James Beason, Bill Ellis, Cliff Hamrick, and Daniel Thomas. Town Attorney John Schweppe, III was also present.

The Council completed the Manager's annual performance evaluation.

Councilmember Ellis made the motion to adjourn into regular session at 8:43 p.m. Councilmember Hamrick seconded and the vote was unanimous.

Max J. Hamrick, Mayor

DRAFT



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TOWN COUNCIL

AGENDA ITEM 4

August 2, 2016

PUBLIC HEARING | ZONING CODE AMENDMENT

SUMMARY

The Board of Planning and Adjustment's composition regarding the number of members residing inside town limits and residing in the Extra Territorial Jurisdiction (ETJ) was set in the late 1960's. The current ordinance calls for 5 inside members and 4 outside members. State law indicates the ratio of inside to outside members should be dictated by population. Population densities have shifted and current population estimates indicate the Board should consist of 7 inside members and 2 outside members. The Board of Planning and Adjustment has made an advisory decision in favor of the text amendment to the Zoning Code changing their composition to 7 inside members and 2 outside members.

MATERIALS PROVIDED

- Copy of Public Notice



"The Crossroads of Opportunity"

TOWN OF BOILING SPRINGS

NOTICE OF A PUBLIC HEARING TOWN OF BOILING SPRINGS

The public will take notice that the Boiling Springs Town Council has called a public hearing at 7:00 p.m. on the 2nd day of August 2016 at the Boiling Springs Town Hall, 114 East College Avenue, to consider amending Chapter 151.170 Establishment of Board of Planning and Adjustment and Chapter 151.171 Board of Adjustment; Composition of the Zoning Code. A copy of the proposed amendments is on file at the Boiling Springs Town Hall during regular business hours. All interested in this matter should appear before the Council at said time and place for the purpose of expressing their views in regard to this issue.

Submitted by:

Kim Greene
Town Clerk

Shelby Star: July 11, 2016 and July 18, 2016



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TOWN COUNCIL

AGENDA ITEM 5

August 2, 2016

ZONING CODE AMENDMENT

SUMMARY

The Board of Planning and Adjustment's composition regarding the number of members residing inside town limits and residing in the Extra Territorial Jurisdiction (ETJ) was set in the late 1960's. The current ordinance calls for 5 inside members and 4 outside members. State law indicates the ratio of inside to outside members should be dictated by population. Population densities have shifted and current population estimates indicate the Board should consist of 7 inside members and 2 outside members. The Board of Planning and Adjustment has made an advisory decision in favor of the text amendment to the Zoning Code changing their composition to 7 inside members and 2 outside members. There are currently 3 open seats on the Board; 1 is an inside seat and two are ETJ seats that will become inside seats if the Town Council approves Text Amendment TA160802.01 changing the Board of Planning and Adjustment's composition.

MATERIALS PROVIDED

- Text Amendment TA160802.01

**ORDINANCE AMENDING CHAPTER 151 BOARD OF PLANNING & ADJUSTMENT
OF THE TOWN OF BOILING SPRINGS CODE OF ORDINANCES
AMENDMENT NO. TA160802.01**

BE IT ORDAINED by the Boiling Springs Town Council assembled this the 30th day of June, 2016.

Part 1. General Statute § 160A-362 provides for the proportional representation based on population for residents of the Town's Extra Territorial Jurisdiction. Based on the most recent Census information, the Board of Planning and Adjustment Chapter 151.170 and 151.171 of the Zoning Ordinance is accordingly amended to read as follows:

§ 151.170 ESTABLISHMENT OF BOARD OF PLANNING AND ADJUSTMENT.

(A) A Board of Planning and Adjustment is hereby established. The Board shall consist of nine members. ~~Five~~Seven members shall be residents of the town and shall be appointed by the Town ~~Board of Commissioners~~Council and ~~four~~two members, who shall be residents of the Area of Extraterritorial Jurisdiction, shall be appointed by the Cleveland County Board of Commissioners upon recommendation by the Town ~~Board of Commissioners~~Council. All members shall serve terms of three years, except for the initial appointments where three members shall be appointed for one year terms, three members shall be appointed for two year terms and three members shall be appointed for three year terms. Vacancies shall be filled for the unexpired portions of the terms in the same manner as the initial appointment. The term for each appointed member shall begin on the effective date of the adoption of this chapter. Members may be appointed for any number of successive terms. All members shall vote on all matters except as otherwise provided for in this subchapter.

§ 151.171 BOARD OF ADJUSTMENT; COMPOSITION.

When acting as a Board of Adjustment the Board shall consist of five regular members and four alternate members. The Chair and Vice-Chair of the Board of Planning and Adjustment shall serve as regular members of the Board of Adjustment and serve as Chair and Vice-Chair respectively, of the Board of Adjustment. The Chair shall appoint three additional members from the remaining seven members of the Board of Planning and Adjustment to serve as regular members and the remaining four members shall serve as alternate members. At all times, however, at least ~~two~~one Area of Extraterritorial Jurisdiction members shall serve as regular members of the Board of Adjustment.

Part 2. This Ordinance shall become effective upon its adoption by the Boiling Springs Town Council.

Adopted this the 2nd day of August 2016.

Max Hamrick | Mayor

Kim Greene | Town Clerk



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TOWN COUNCIL

AGENDA ITEM 6

August 2, 2016

APPOINTMENTS to BOARD OF PLANNING & ADJUSTMENT

SUMMARY

Staff have received 5 volunteer applications to fill the 3 vacant seats on the Board of Planning and Adjustment. Bill Daves, Wayne Johnson, Alan McWhirter, Seth Phillips, and Jason Winn have all submitted applications.

Town Council needs to appoint 3 inside members to the Board of Planning and Adjustment to create a full Board.

MATERIALS PROVIDED

- Current Board of Planning and Adjustment Roster

**Town of Boiling Springs
Board of Planning and Adjustment**

Member	Term	Status	Original Appt.
Josh Beason BOA	07/01/14 to 06/30/17	Inside	7/1/2014
Vacant	07/01/16 to 06/30/19	Inside	
J.T. Scruggs	07/01/15 to 06/30/18	Inside	7/1/2009
Humphries, Ellen Vice-Chair BOA	07/01/15 to 06/30/18	Inside	3/3/2015
Lynn Sarratt Chair BOA	07/01/14 to 06/30/17	Inside	1/5/2010
Vacant BOA	07/01/14 to 06/30/17	ETJ	
Buster Bryson	07/01/15 to 06/30/18	ETJ	7/7/2015
Vacant BOA	07/01/13 to 06/30/16	ETJ	
Hamrick, Pat	07/01/16 to 06/30/19	ETJ	7/7/2015



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TOWN COUNCIL AGENDA ITEM 7

August 2, 2016

SERVICES CONTRACT | PARK MASTER PLAN

SUMMARY

The FY16/17 Budget includes funding for a Site Specific Revitalization Park Master Plan. Staff have identified McGill Associates as qualified firm to complete the project. Greg Lambert from McGill Associates gave an overview presentation to the Town Council on June 30, 2016.

Staff request Town Council authorize the Town Manager to enter into the contract with McGill Associates for the completion of a Park Master Plan.

MATERIALS PROVIDED

- Service Contract with McGill & Associates

July 25, 2016

Mr. Tom Hart
Town Manager
Town of Boiling Springs
114 East College Avenue
Boiling Springs, North Carolina 28017

RE: Proposal for Professional Planning Services
Boiling Springs "Site Specific Revitalization
Park Master Plan Document"
Town of Boiling Springs, North Carolina

Dear Mr. Hart:

McGill Associates (hereinafter referred to as "McGill") is pleased to provide this proposal to the Town of Boiling Springs (hereinafter referred to as "Town"), for providing master planning services for the above referenced project, subject to the description below. This agreement shall supersede any and all prior fee proposals and agreements for this work, whether written or verbal.

It is our understanding that the primary goal of the current project is the preparation of a Site Specific Revitalization Park Master Planning Document for Boiling Springs Community Park. This document will assist in the redevelopment of the park to evaluate existing park conditions, recreation trends, and proposed park elements. While this Site Specific Revitalization Park Master Plan will be a "stand alone" document, it will be produced in order to meet PARTF specific requirements per Pages 22 and 29 of the PARTF application.

Program Development for the proposed park will primarily be based on input from Town Staff, public participation, and past experiences of McGill. The park master plan will identify desired and/or necessary site improvements park amenities, support facilities, infrastructure requirements, and an opinion of probable cost for improvements

In accordance with our understanding of the project, McGill anticipate providing the following **Scope of Work:**

1.1 Kick-Off Meeting:

After award of the contract, a project kick off meeting will be conducted with the design team and the steering committee to review the proposed scope of work and objectives. We will also confirm the project goals and deliverables and reach consensus on a project schedule, including milestones and the structure of required meetings. During this meeting a plan will be developed for the community input

process. We will receive available maps, plans, and other data that the Town is able to provide.

1.2 Site Assessment:

The design team will conduct an on-site investigation of the park property to generally locate existing infrastructure, identify key features, and possible locations of improvements. This will require all existing mapping, environmental inventories and other baseline documents to be assembled for an evaluation of opportunities and constraints within the park site as well as the adjacent uses such as Garder-Webb University. Specifically, this will include:

- 1.2.1 Development of a project overview that includes a profile of the area population and the area to be served.
- 1.2.2 Identification of soil types, site topography, drainage patterns, flood plains, wetlands, and environmentally sensitive areas.
- 1.2.3 Identification of possible engineering issues, such as existing buried or overhead utilities, areas of potential flooding, potential right-of-way width increases, existing structures, general adequacy of site drainage, and visual examination of soil conditions and noise level evaluation.
- 1.2.4 Identify adjacent land uses, zoning information, and potential pedestrian connections. Understanding this information will be helpful when considering future uses, improvements, and connectivity.
- 1.2.5 An analysis of potential design elements as they relate to revenue generation or programming efficiency.
- 1.2.6 An examination of potential partnerships with other local and state agencies such as NCDOT to enhance the possibility of receiving PARTF funding as well as from other funding opportunities.
- 1.2.7 Identify potential permits necessary for future site work.
- 1.2.8 Generate Survey for Public Input & Compile results.
McGill will generate a survey for the public to provide responses which will help guide the development of the master plan. We will provide an internet based format for capturing responses (Survey Monkey), and provide the Town with a hard copy for mailing. McGill will not be responsible for actually mailing the survey or entering of surveys into Survey Monkey for tabulation.

1.3 Public Meeting #1:

The first public meeting will be held in order to gain a better understanding of the perceived needs and desires of your residents and other public stakeholders. This feedback, along with other public input obtained from surveys, social media platforms or other methods that we mutually decide is appropriate, will be incorporated into a document summarizing the results of this public feedback. This

feedback will then be used as a basis for the development of the initial design concepts.

1.4 Conceptual Design(s):

Prepare two (2) design concepts based on the opportunities and constraints identified in the site assessment phase, as well as the desired public park elements and site amenities.

1.5 Present Conceptual Plans to Town Staff and the Steering Committee.

1.6 Public Meeting #2:

A second and final public meeting will be conducted in which the two conceptual designs will be presented for comments and suggestions. At the conclusion of the meeting one of the design options will be selected by the Town. Meeting minutes and a detailed record of all public comment will be recorded and organized as part of the public record that could be submitted as part of future grant applications.

1.7 Final Master Plan:

The selected design option will be refined in order to develop the final Master Plan. The plan will be produced for the park and include all site amenities along with facility recommendations, staffing and operational recommendations and a projection of project costs broken down by site elements. Each of these project elements will be provided in a format that is easily included in grant applications.

1.8 Funding Opportunity Identification:

To supplement the implementation of the Master Plan, a variety of funding opportunities and recommendations will be provided through alternative funding opportunities.

1.9 Present Final Master Plan to Town Council for Adoption:

This plan will be presented to your Town Council for final approval and adoption.

1.10 Grant Application Documentation:

McGill will compile and assimilate all data produced during this process for future grant applications. Relying on our experience and successful record of PARTF application submittals, we will ensure, to the best of our ability, that your future applications have the highest chance of award.

2 Exclusions:

- 2.1 McGill is not providing any construction documents or permitting under this proposal.
- 2.2 McGill is not providing any geotechnical engineering/testing/inspection under this proposal.
- 2.3 McGill is not providing any soils analysis (by soil scientist) under this proposal.
- 2.4 McGill is not providing any architecture or structural engineering under this proposal.
- 2.5 McGill is not providing a detailed tree survey as would be done by a forestry expert.
If the Town desires this level of survey, we can provide direction and recommendation on how you can initiate and execute this level of work and a minimal cost.
- 2.6 McGill attendance at only the abovementioned meetings is included in this proposal.
All other visits to the site by MCGILL will be at the sole discretion of MCGILL.
- 2.7 McGill is not providing postage for mailing surveys under this proposal.

3 Deliverables:

- 3.1 McGill will provide a summary report of key issues and priorities.
- 3.2 McGill will provide a summary of results from questionnaires or other methods utilized to gather input.
- 3.3 McGill will provide an Executive Summary of the Site Plans.
- 3.4 McGill will provide all GIS data and maps utilized in the process.
- 3.5 McGill will provide Three (3) bound hard copies of the final Park Master Plan Document and Site Plans.
- 3.6 McGill will provide electronic version of the final plans in both Microsoft Word and PDF format.

Basis for Compensation

Based on our understanding of the project, we propose to provide the Scope of Services detailed in this proposal for the following **lump sum** fee inclusive of all reimbursable expenditures. We will not exceed this fee without prior written approval from the Town.

Master Planning Services

\$15,000.00

Mr. Tom Hart
July 25, 2016
Page 5 of 6

ADDITIONAL SERVICES

The following services are not included in this proposal, and shall be considered Additional Services for this project:

1. Please note that the above fee for the Master Plan do not include traffic planning services, NCDOT fees, bidding documents, design plans, or designs associated with engineering modifications.
2. The above fee also does not include providing services of professional consultants for items of work other than those described above.
3. Changes to the Master Plan, which occur after McGill's approved preliminary design documents have been completed, will be considered additional services. McGill can coordinate these additional services should the services be needed in accordance with the attached Basic Fee Schedule.

TOWN's RESPONSIBILITIES

During the performance of McGill's services under this AGREEMENT, the Town shall:

1. The Owner shall provide full information regarding site-related requirements for the Project.
2. The Owner shall designate a representative (authorized to act in his behalf) with respect to the Project. The Owner or his representative shall examine documents submitted by McGill and shall render decisions pertaining thereto promptly, avoiding unreasonable delay in the progress of McGill's work.
3. The Owner will be responsible for the arrangement, notice, and any other costs associated with the meeting schedule, including facility rental cost, advertisement costs, etc.

Mr. Tom Hart
July 25, 2016
Page 6 of 6

AUTHORIZATION

We appreciate the opportunity to provide this proposal to the Town of Boiling Springs for this important project. If the above is acceptable to you, please have this proposal signed below, and return one (1) copy to us. We are prepared to begin work immediately upon your written authorization to proceed in order to meet the upcoming funding deadline.

As always, if you have any questions, please do not hesitate to contact me. We look forward to working with you and the Town on this important project.

Sincerely,
McGILL ASSOCIATES, P.A.

MICHAEL J. NORRIS, PLA
Project Manager

Attachments: Consulting Services Agreement
Basic Fee Schedule

Acceptance of the proposal can be acknowledged by the client signing and returning a copy of this document.

Authorized Representative

Date

CONSULTING SERVICES AGREEMENT

This contract entered into this _____ day of _____, 20__ by and between _____ hereinafter called the Client, and McGill Associates, P.A.;

Witnesseth that:

Whereas, the Client desires to engage McGill Associates to provide consulting services; and,

Whereas, the Client finds that the attached Scope of Services and terms of this agreement are acceptable; and,

Whereas, McGill Associates desires to provide said services and agrees to do so for the compensation and upon the terms and conditions as hereinafter set forth,

Now, therefore, the parties hereto do mutually agree as follows:

1. Scope of Services: McGill Associates shall provide the services attached hereto in the Exhibit "Scope of Services" to this Agreement, hereinafter called services. Additional services will be invoiced in accordance with the attached rate and fee schedule.

2. Standard of Care: McGill Associates will perform its services using that degree of skill and diligence normally employed by professional engineers or consultants performing the same services at the time these services are rendered.

3. Authorization to Proceed: Execution of this Consulting Services Agreement will be considered authorization for McGill Associates to proceed unless otherwise provided for in this Agreement.

4. Changes in Scope: The Client may request changes in the Scope of Services provided in this Agreement. If such changes affect McGill Associates cost of or time required for performance of the services, an equitable adjustment will be made through an amendment to this Agreement.

5. Compensation: The Client shall pay the compensation to McGill Associates set forth in the Exhibit "Basis for Compensation" attached hereto. Unless otherwise provided in the Basis for Compensation, McGill Associates shall submit invoices to the Client monthly for work accomplished under this agreement and the Client agrees to make payment to McGill Associates within thirty (30) days of receipt of the invoices. Client further agrees to pay interest on all accounts invoiced and not paid or objected to for a valid cause in writing within said thirty (30) days at a rate of 1-1/2 percent per month (18 percent per annum), until paid. Client agrees to pay McGill Associates' cost of collection of the amounts due and unpaid after sixty (60) days, including but not limited to, court costs and attorney's fees. McGill Associates shall not be bound by any provision such as contained in a purchase order or wherein McGill Associates waives any rights to a mechanic's lien or any provision conditioning McGill Associates' right to receive payment for its work upon payment to the Client by any third party. These general conditions are notice, where required, that McGill Associates shall file a lien whenever necessary to collect past due amounts. The Client agrees that failure to make payment in full within thirty (30) days of receipt of the invoice shall constitute a release of McGill Associates from any and all claims of negligence which Client may have. It is also mutually agreed that should the Client fail to make prompt payments as described herein, McGill Associates reserves the right to immediately stop all work under this agreement until disputed amounts are resolved.

6. Personnel: McGill Associates represents that it has, or will secure at their own expense, all personnel required to perform the services under this agreement and that such personnel will be fully qualified and adequately supervised to perform such services. It is mutually understood that should the scope of services require outside subcontracted services, McGill Associates may do so at their discretion.

7. Opinions or Estimates of Cost: Any costs estimates provided by McGill Associates shall be considered opinions of probable costs. These along with project economic evaluations provided by McGill Associates will be on a basis of experience and judgment, but, since McGill Associates has no control over market conditions or bidding procedures, McGill Associates cannot warrant that bids, ultimate construction cost, or project economics will not vary from these opinions.

8. Termination: This Agreement may be terminated for convenience by either the Client or McGill Associates with 15 days written notice or if either party fails substantially to perform through no fault of the other and does not commence correction of such non performance within 5 days of written notice and diligently complete the correction thereafter. On termination,

Client:

Authorized Signature: _____

Print Name: _____

Title: _____

Address: _____

McGill Associates will be paid for all authorized work performed up to the termination date plus reasonable project closeout costs.

9. Limitation of Liability: McGill Associates liability for Client's damages will, in aggregate, not exceed the total fees paid by the Client for the Scope of Services referenced herein or \$50,000, whichever is greater. This provision takes precedence over any conflicting provision of this Agreement or any documents incorporated into it or referenced by it. This limitation of liability will apply whether McGill Associates liability arises under breach of contract or warranty; tort, including negligence; strict liability; statutory liability; or any other cause of action, and shall include McGill Associates' directors, officers, employees and subcontractors. At additional cost, Client may obtain a higher limit prior to commencement of services.

10. Assignability: This agreement shall not be assigned or otherwise transferred by either McGill Associates or the Client without the prior written consent of the other.

11. Severability: The provisions of this Consulting Services Agreement shall be deemed severable, and the invalidity or enforceability of any provision shall not affect the validity or enforceability of the other provisions hereof. If any provision of this consulting services agreement is deemed unenforceable for any reason whatsoever, such provision shall be appropriately limited, and given effect to the extent that it may be enforceable.

12. Ownership of Documents: All documents, calculations, drawings, maps and other items generated during the performance of services shall be considered intellectual property and remain the property of McGill Associates. Client agrees that the deliverables are intended for the exclusive use and benefit of, and may be relied upon for this project only by the Client and will not be used otherwise. Client agrees that any prospective lender, buyer, seller or third party who wishes to rely on any deliverable must first sign McGill Associates' Secondary Client Agreement.

13. Excusable Delay: If performance of service is affected by causes beyond McGill Associates control, project schedule and compensation shall be equitably adjusted.

14. Indemnification: Client agrees to indemnify, defend and hold McGill Associates, its agents, employees, officers, directors and subcontractors harmless from any and all claims, and costs brought against McGill Associates which arise in whole or in part out of the failure by the Client to promptly and completely perform its obligations under this agreement, and as assigned in the Exhibit "Scope of Services" or from the inaccuracy or incompleteness of information supplied by the Client and reasonably relied upon by McGill Associates in performing its duties or for unauthorized use of the deliverables generated by McGill Associates.

15. Choice of Law: This Agreement shall be governed by the internal laws of the State of North Carolina.

16. Entire Agreement: This Agreement contains all of the agreements, representations and understandings of the parties hereto and supersedes any previous understandings, commitments, proposals, or agreements, whether oral or written, and may only be modified or amended as herein provided; and as mutually agreed.

17. Attachments to this document:

1. Proposal including Scope of Services and Basis of Compensation

2. Fee Schedule

McGill Associates, P.A.

Print Name: MIKE NORRIS, ASLA,
Director of Land Planning and Recreation
1240 19th St. Lane NW
Hickory, North Carolina 28601



Town of Boiling Springs

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Phone 704-434-2357 | Fax 704-434-2358
www.BoilingSpringsNC.net

TOWN COUNCIL

AGENDA ITEM 8

August 2, 2016

TEXT AMENDMENT | CHAPTER 52: SOLID WASTE

SUMMARY

Staff have drafted a text amendment to Town Code Chapter 52: Solid Waste as it pertains to the collection of yard waste. Existing policy prohibited the collection of yard waste generated from commercial activity such as landscaping, lawn care, and tree removal companies. Council expressed concern that residents who utilize private contractors for yard maintenance were not receiving equal benefit from the Town's yard waste collection services which are largely funded by property taxes.

The Town devotes two full time employees and one part time employee to the collection of yard waste. Given the finite resources available for yard waste collection, staff recommend any policy change that increases the amount of waste collected have some measure to offset that increase. The amendment lifts the prohibition on collecting yard waste generated by commercial services while narrowing the scope of items the Town will collect and limiting the amount of material the Town will collect on a given week.

Each section of Chapter 52 prohibits items specific to each type of waste collection. There is also a Section that establishes certain types of waste as prohibited across the board for the entire Chapter including, "Waste resulting from construction, demolition, land clearing, or renovations and improvements;" Staff believe the restrictive definition of land clearing proposed in the amendment is in line with the overall philosophy of the Chapter; that the Town collects waste generated by routine residential activities and not larger home improvement projects even if they are within the scope of what is normal such as renovations. Eliminating the collection of waste generated from land clearing and limiting pile size will create a manageable workload. Yard waste collection policies across the state vary widely but both proposed policies are similar to those adopted by other municipalities.

MATERIALS PROVIDED

- Text Amendment TA160802.02

**ORDINANCE AMENDING CHAPTER 52 SOLID WASTE
OF THE TOWN OF BOILING SPRINGS CODE OF ORDINANCES
AMENDMENT NO. TA160802.02**

BE IT ORDAINED by the Boiling Springs Town Council assembled this the 2nd day of August, 2016.

Part 1. The Town provides various solid waste collection services and providing clear and distinct policies for the collection of those wastes is essential to effectively and efficiently providing collection services to residents. Accordingly Chapter 52 Solid Waste of the Town Code is amended to read as follows:

§ 52.002 DEFINITIONS.

...

LAND CLEARING. The removal of vegetation and underbrush including but not limited to; stumps, tree trunks, large branches, brush and other vegetative waste incidental to tree, brush, shrub, and stump removal. Particularly material generated by removal from previously natural, unmaintained, or under-maintained areas on a property.

...

RESIDENTIAL SOLID WASTE. Solid waste generated by residents of a household other than those solid wastes defined in this section. Single family residences, duplexes, and similar low density dwellings. Multi-family residential developments shall be regulated as Industrial and Commercial for the purposes of this Chapter.

...

SMALL LIMBS. Tree limbs less than five feet in length with a maximum diameter of four inches.

SMALL SHRUBS. Small woody plant distinguished from a tree by multiple stems and shorter height, generally less than 6 feet.

...

YARD WASTE. Vegetative matter resulting from residential yard maintenance including but not limited to: Tree limbs, leaves, shrubbery trimmings and cuttings and all other trimmings from natural growth of trees, shrubbery, weeds, plants and grass. leaves, grass clippings, twigs, small limbs, hedge trimmings, plant trimmings, pine straw, pine cones, and small shrubs.

...

YARD WASTE PROGRAM

§ 52.300 GENERAL.

This subchapter shall establish a yard waste program and apply to all yard waste defined in §52.002 generated by residential units within the corporate limits of the town. This service helps residents maintain their property by collecting waste generated by routine residential yard maintenance. The collection of yard waste may further be regulated by an administrative policy. Yard waste collection will generally occur on a weekly basis although no specific day of collection shall be defined. To ensure public health, safety, and welfare; during and after emergency weather events impacting yard waste services such as hurricanes and ice storms, the Public Works Director shall have broad authority to modify collection policies and practices.

§ 52.301 PRECOLLECTION PRACTICES.

All yard waste will be placed loose at the curb or edge of pavement for collection. Yard waste should be placed out for collection in a manner that minimizes impact on pedestrian and vehicle traffic, and does not block vehicular site visibility or affect the drainage of storm water. To facilitate collection, yard waste must be placed at the curb in piles separated by waste type.

During each weekly collection, the Town will collect a single pile of twigs, small limbs, and trimmings which may not exceed eight feet in length, six feet in width or depth, or 6 feet in height. Limbs and other trimmings should be placed perpendicular to the roadway with the cut ends facing the roadway.

The Town will provide for the seasonal removal of Christmas trees on a schedule determined by the Public Works Director, provided that decorations and all other non-vegetative matter is removed by the resident prior to collection. Wreaths may also be set out for collection provided they are free from wire, metal, frames and all other non-vegetative matter.

§ 52.302 PROHIBITED ITEMS.

In addition, the following items are expressly prohibited from collection:

- (A) Any items not defined as yard waste by this chapter including rocks, dirt, sand, and mulch;
- (B) Yard waste generated off premises;
- (C) Yard waste generated ~~as the result of commercial activity (landscape services, tree removers, and the like);~~ by land clearing and similar activities including stumps, tree trunks, large branches, and large shrubs;
- (D) Bagged items including leaves and grass clippings;
- (E) ~~Comingled Yard~~ yard waste mixed with any other items especially items which could damage collection equipment particularly rocks, dirt, sand, and mulch;
- (F) Limbs exceeding four inches in diameter or ~~ten~~ five feet in length; and
- ~~(G) Tree stumps.~~

Part 2. This Ordinance shall become effective upon its adoption by the Boiling Springs Town Council.

Adopted this the 2nd day of August 2016.

Max Hamrick | Mayor

Kim Greene | Town Clerk



Town of Boiling Springs

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TOWN COUNCIL

AGENDA ITEM 9

August 2, 2016

FY15/16 FOURTH QTR FINANCIALS & BUDGET AMENDMENTS

SUMMARY

Fourth quarter financials from the previous fiscal year ending June 2016 have been prepared. Some single line items went over budget but no departments exceeded their overall annual budget. Projections indicate revenue outpaced expenditures in the general fund by \$226,000. If Powell Bill funds are removed from the projections; revenues outpaced expenditures by \$105,000. In the water sewer fund revenues are projected to outpace expenditures by \$162,000.

Two routine housekeeping budget amendment for FY15/16 are included for Town Council's consideration.

MATERIALS PROVIDED

- General Fund YTD Financials
- Enterprise Fund YTD Financials
- General Fund Budget Amendment BA160802.01
- Enterprise Fund Budget Amendment BA160802.02

Town of Boiling Springs
Statement of Revenue and Expenses to Budget - General Fund
As of 6/30/2016

Revenue:

	<u>6/30/2015</u>	<u>6/30/2016</u>	<u>Budget</u>	<u>Remaining</u>	<u>% Spent</u>
Ad valorem taxes:					
FY 2015-2016	869,493.76	888,374.76	867,000	(21,374.76)	102.5%
Prior years	8,757.32	9,320.50	10,000	679.50	93.2%
Tax penalties (less discounts)	351.37	535.70	1,000	464.30	53.6%
Total taxes	878,602.45	898,230.96	878,000	(20,230.96)	102.3%
Other income:					
Court costs-fees-charges	1,368.52	497.00	2,000	1,503.00	24.9%
Privilege licenses	1,809.50				
Library donations	11,000.00	10,083.00	10,000	(83.00)	100.8%
Powell Bill funds	131,281.20	133,171.32	130,000	(3,171.32)	102.4%
Solid waste disposal tax	2,946.33	3,004.09	3,000	(4.09)	100.1%
Utilities tax	216,333.87	226,513.68	229,000	2,486.32	98.9%
Local option sales tax	305,074.90	335,653.58	327,000	(8,653.58)	102.6%
Recycling	46,135.50	47,152.50	46,500	(652.50)	101.4%
Solid waste	161,900.72	165,705.70	162,500	(3,205.70)	102.0%
Investment earnings	1,896.50	2,381.93	2,000	(381.93)	119.1%
Powell Bill investment earnings	1,393.95	1,651.05	1,300	(351.05)	127.0%
Profit/(loss) on sale of assets	1,454.16	3,868.89		(3,868.89)	0.0%
Zoning	1,070.00	955.00	1,500	545.00	63.7%
Cleveland Co recreation grant	70,424.19	71,354.55	71,000	(354.55)	100.5%
Miscellaneous income	3,847.84	13,047.69	10,000	(3,047.69)	130.5%
Transfer from fund balance		21,000.00	21,000	-	100.0%
Transfer from Powell Bill reserve				-	0.0%
Total other income	957,937.18	1,036,039.98	1,016,800	(19,239.98)	101.9%
Total revenue	1,836,539.63	1,934,270.94	1,894,800	(39,470.94)	102.1%

Expenses:

	<u>6/30/2015</u>	<u>6/30/2016</u>	<u>Budget</u>	<u>Remaining</u>	<u>% Spent</u>
Administration:					
Salary & wages	171,019.92	161,147.74	161,300	152.26	99.9%
Commissioners' salaries	8,400.00	8,400.00	8,400	-	100.0%
401(k)	8,523.00	8,027.50	8,050	22.50	99.7%
Payroll taxes	13,630.38	12,721.63	12,900	178.37	98.6%
Retirement	12,226.44	10,990.47	11,100	109.53	99.0%
Group insurance	17,122.68	20,436.84	20,450	13.16	99.9%
Maintenance & repairs-building	6,010.31	5,361.34	5,400	38.66	99.3%
Departmental supplies	6,632.13	11,161.06	11,200	38.94	99.7%
Training	2,411.22	1,355.61	1,400	44.39	96.8%
Telephone	4,639.52	7,140.67	7,500	359.33	95.2%
Utilities	10,425.48	11,330.69	11,350	19.31	99.8%
Postage	1,200.00	1,400.00	1,400	-	100.0%
Maintenance & repairs-equipment	792.42	638.43	650	11.57	98.2%
Advertising	1,823.95	3,007.53	3,050	42.47	98.6%
Dues & subscriptions	16,546.51	16,812.20	16,850	37.80	99.8%
Professional services	20,125.91	17,775.99	18,000	224.01	98.8%
Property tax collection	18,224.07	19,535.49	19,550	14.51	99.9%
Contracted services	6,513.00	13,004.80	13,050	45.20	99.7%
Insurance & bonds	54,957.00	60,576.00	60,600	24.00	100.0%
Contingency			7,000	7,000.00	0.0%
Miscellaneous	2,273.86	2,220.81	2,250	29.19	98.7%
Capital outlay	12,424.00	7,896.00	8,000	104.00	0.0%
Noncapital equipment	7,688.11	39,789.97	39,800	10.03	100.0%
Capital reserve				-	0.0%
Debt service	62,204.01	63,455.44	63,500	44.56	99.9%
Total Administration	465,813.92	504,186.21	512,750	8,563.79	98.3%

Police:	<u>6/30/2015</u>	<u>6/30/2016</u>	<u>Budget</u>	<u>Remaining</u>	<u>% Spent</u>
Salary & wages	302,959.38	268,220.04	285,800	17,579.96	93.8%
401(k)	15,143.00	14,163.00	15,900	1,737.00	89.1%
Payroll taxes	24,636.06	22,648.83	28,400	5,751.17	79.7%
Group insurance	50,988.46	55,724.88	61,050	5,325.12	91.3%
Reserve wages	13,724.52	20,820.29	20,850	29.71	99.9%
Separation allowance	5,690.92	7,023.30	8,000	976.70	87.8%
LEO retirement	22,434.84	20,493.84	23,100	2,606.16	88.7%
Uniforms	3,846.12	2,625.09	4,100	1,474.91	64.0%
Maintenance & repairs-building	120.00	1,230.64	1,500	269.36	82.0%
Maintenance & repairs-vehicles	26,389.42	11,411.84	20,000	8,588.16	57.1%
Departmental supplies	3,477.60	6,247.51	6,250	2.49	100.0%
Training	984.69	648.48	1,000	351.52	64.8%
Telephone	7,975.70	7,548.12	7,550	1.88	100.0%
Utilities	7,324.03	8,187.93	8,500	312.07	96.3%
Maintenance & repairs-equipment	1,484.98	863.00	1,500	637.00	57.5%
Gasoline	23,157.33	14,861.08	20,200	5,338.92	73.6%
Contracted services	21,967.40	27,872.83	27,900	27.17	99.9%
Miscellaneous	300.00	300.00	750	450.00	40.0%
Capital outlay	39,733.75	38,186.25	38,600	413.75	98.9%
Equipment (non-capital)	2,369.92	16,925.59	16,940	14.41	99.9%
Total Police	574,708.12	546,002.54	597,890	51,887.46	91.3%
Fire:	<u>6/30/2015</u>	<u>6/30/2016</u>	<u>Budget</u>	<u>Remaining</u>	<u>% Spent</u>
Contracted services	134,700.00	137,200.00	137,200	-	100.0%
Total Fire	134,700.00	137,200.00	137,200	-	100.0%
Street lighting:	<u>6/30/2015</u>	<u>12/31/2015</u>	<u>Budget</u>	<u>Remaining</u>	<u>% Spent</u>
Departmental supplies		1,364.30	3,000	1,635.70	45.5%
Street lighting	44,577.39	42,544.71	44,500	1,955.29	95.6%
Street signs	252.30	978.83	1,000	21.17	97.9%
Total Street Lighting	44,829.69	44,887.84	48,500.00	3,612.16	92.6%
Powell Bill:	<u>6/30/2015</u>	<u>6/30/2016</u>	<u>Budget</u>	<u>Remaining</u>	<u>% Spent</u>
Maintenance & repairs-streets			2,000	2,000.00	0.0%
Departmental supplies	2,736.05	988.12	3,450	2,461.88	28.6%
Professional services		198.75	500	301.25	39.8%
Contracted services	97,281.46	11,184.50	42,000	30,815.50	26.6%
Insurance & bonds	1,830.00	2,019.00	2,050	31.00	98.5%
Capital reserve			80,000	80,000.00	0.0%
Total Powell Bill	101,847.51	14,390.37	130,000.00	115,609.63	11.1%
Sanitation:	<u>6/30/2015</u>	<u>6/30/2016</u>	<u>Budget</u>	<u>Remaining</u>	<u>% Spent</u>
Salary & wages	71,540.20	72,360.12	72,600	239.88	99.7%
401(k)	3,025.00	3,040.00	3,700	660.00	82.2%
Payroll taxes	5,454.18	9,834.71	9,900	65.29	99.3%
Retirement	3,882.76	4,172.46	4,200	27.54	99.3%
Group insurance	15,205.76	18,719.37	18,750	30.63	99.8%
Uniforms	3,105.10	2,920.96	3,500	579.04	83.5%
Maintenance & repairs-building		62.50	500	437.50	12.5%
Maintenance & repairs-vehicles	13,147.57	19,891.61	19,900	8.39	100.0%
Departmental supplies	5,567.13	4,083.09	5,000	916.91	81.7%
Telephone	1,015.43	643.93	1,000	356.07	64.4%
Utilities	917.64	668.51	1,000	331.49	66.9%
Maintenance & repairs-equipment	3,544.77	4,538.47	4,550	11.53	99.7%
Gasoline	17,715.55	11,709.00	11,750	41.00	99.7%
Contracted services	87,473.96	89,708.20	89,750	41.80	100.0%
Capital outlay				-	0.0%
Equipment (non-capital)		6,422.70	6,500	77.30	0.0%
Debt service	29,834.75	29,834.75	30,000	165.25	99.4%
Capital reserve-trash truck				-	0.0%
Total Sanitation	261,429.80	278,610.38	282,600.00	3,989.62	98.6%

Parks & recreation:	<u>6/30/2015</u>	<u>6/30/2016</u>	<u>Budget</u>	<u>Remaining</u>	<u>% Spent</u>
Salary & wages	65,121.00	66,920.01	67,000	79.99	99.9%
401(k)	3,248.00	3,348.00	3,400	52.00	98.5%
Payroll taxes	4,973.21	5,119.23	5,150	30.77	99.4%
Retirement	4,418.87	4,594.49	4,800	205.51	95.7%
Group insurance	5,727.96	6,832.68	6,850	17.32	99.7%
Uniforms	1,041.66	1,128.25	1,200	71.75	94.0%
Maintenance & repairs-building	1,033.49	432.76	500	67.24	86.6%
Maintenance & repairs-vehicles	2,496.20	1,927.40	2,000	72.60	96.4%
Departmental supplies	1,430.86	1,444.01	1,500	55.99	96.3%
Telephone	833.65	1,006.67	1,050	43.33	95.9%
Utilities	1,656.71	1,432.37	1,600	167.63	89.5%
Maintenance & repairs-equipment	2,137.32	1,627.04	1,650	22.96	98.6%
Gasoline	3,753.85	1,921.67	2,200	278.33	87.3%
YMCA	51,796.00	54,086.00	54,390	304.00	99.4%
Miscellaneous	4,598.41	8,582.52	8,600	17.48	99.8%
Greenway requests	452.06	941.70	2,500	1,558.30	37.7%
Library expenses	20,000.00	20,250.00	20,270	20.00	99.9%
Museum expenses	203.00	291.28	300	8.72	97.1%
Capital outlay				-	0.0%
Equipment (non-capital)		871.50	900	28.50	0.0%
Total Parks & Recreation	174,922.25	182,757.58	185,860	3,102.42	98.3%
Total Expenses	1,758,251.29	1,708,034.92	1,894,800	186,765.08	90.1%
Net income/(loss)	78,288.34	226,236.02	-	(226,236.02)	

Town of Boiling Springs
Statement of Revenue and Expenses to Budget - Water-Sewer Fund
As of 6/30/2016

Revenue:	<u>6/30/2015</u>	<u>6/30/2016</u>	<u>Budget</u>	<u>Remaining</u>	<u>% Spent</u>
Reconnections	41,325.50	38,387.50	30,000	(8,387.50)	128.0%
Taps & connections	4,610.67	2,870.00	5,000	2,130.00	57.4%
Water charges	876,702.94	879,447.23	835,000	(44,447.23)	105.3%
Sewer charges	495,685.31	498,249.07	500,000	1,750.93	99.6%
Lattimore sewer charges	34,248.63	36,760.43	35,000	(1,760.43)	105.0%
Investment earnings	2,480.87	1,936.05	1,800	(136.05)	107.6%
Lattimore reimbursement	9,395.40	27,455.82	12,600	(14,855.82)	217.9%
Profit/(loss) on sale of assets	1,609.75	30,787.56	30,780	(7.56)	0.0%
Transfer from retained earnings		540,701.00	540,701	-	0.0%
Miscellaneous income	19,787.36	20,176.24	20,000	(176.24)	100.9%
Total revenue	1,485,846.43	2,076,770.90	2,010,881	(65,889.90)	103.3%

Expenses:	<u>6/30/2015</u>	<u>6/30/2016</u>	<u>Budget</u>	<u>Remaining</u>	<u>% Spent</u>
Water-Sewer Administration:					
Salary & wages	73,814.83	92,380.34	92,400	19.66	100.0%
401(k)	3,695.00	3,917.50	4,700	782.50	83.4%
Payroll taxes	5,572.64	7,171.22	7,600	428.78	94.4%
Retirement	5,220.79	5,475.37	6,700	1,224.63	81.7%
Group insurance	11,415.12	13,056.87	13,600	543.13	96.0%
Maintenance & repairs-building	162.50	1,169.52	1,300	130.48	90.0%
Departmental supplies	4,899.03	8,963.97	9,000	36.03	99.6%
Training	244.85	605.39	650	44.61	93.1%
Telephone	2,376.64	4,359.11	4,500	140.89	96.9%
Utilities	6,562.82	6,979.73	7,000	20.27	99.7%
Postage	9,565.54	10,149.39	10,150	0.61	100.0%
Maintenance & repairs-equipment	2,315.91	3,283.93	3,300	16.07	99.5%
Advertising	229.72	198.28	450	251.72	44.1%
Dues & subscriptions	7,196.14	6,744.12	6,750	5.88	99.9%
Professional services	10,005.00	5,000.00	9,500	4,500.00	52.6%
Contracted services	8,834.12	15,170.50	16,000	829.50	94.8%
Insurance & bonds	34,805.00	38,365.00	38,400	35.00	99.9%
Contingency				-	0.0%
Capital outlay	26,833.44	29,215.37	37,530	8,314.63	77.8%
Equipment (non-capital)	7,625.47	19,002.67	31,500	12,497.33	60.3%
Transfer to capital project fund		555,701.00	555,701	-	100.0%
Debt service	33,494.46	34,168.33	34,200	31.67	99.9%
Total Water-Sewer Administration	254,869.02	861,077.61	890,931.00	29,853.39	96.6%

Water Line:	<u>6/30/2015</u>	<u>6/30/2016</u>	<u>Budget</u>	<u>Remaining</u>	<u>% Spent</u>
Salary & wages	63,198.44	65,039.82	66,000	960.18	98.5%
401(k)	3,144.00	3,250.00	3,300	50.00	98.5%
Payroll taxes	4,808.31	4,975.55	5,500	524.45	90.5%
Retirement	4,443.73	4,498.11	4,700	201.89	95.7%
Group insurance	11,415.12	13,624.56	13,650	25.44	99.8%
Uniforms	2,945.79	2,609.68	3,200	590.32	81.6%
Maintenance & repairs-building	29.98			-	0.0%
Maintenance & repairs-vehicles	2,700.66	2,785.60	2,800	14.40	99.5%
Departmental supplies	16,415.68	18,669.73	18,700	30.27	99.8%
Water purchases-City of Shelby	344,829.29	358,236.45	358,250	13.55	100.0%
Training		726.79	750	23.21	96.9%
Telephone	1,713.47	1,505.26	2,000	494.74	75.3%
Utilities	2,690.75	2,247.46	2,600	352.54	86.4%
Maintenance & repairs-equipment	1,854.00	5,511.30	5,550	38.70	99.3%
Gasoline	7,458.35	5,226.51	6,700	1,473.49	78.0%
Contracted services	12,116.09	12,000.00	13,400	1,400.00	89.6%
Capital outlay				-	0.0%
Equipment (non-capital)	788.95	10,153.05	10,200	46.95	99.5%
Capital outlay-water lines		10,854.24	62,100	51,245.76	17.5%
Capital reserve-water tank maint				-	0.0%
Water debt service	88,541.82	88,541.82	88,600	58.18	99.9%
Total Water Line	569,094.43	610,455.93	668,000	57,544.07	91.4%

Sewer Line:	<u>6/30/2015</u>	<u>6/30/2016</u>	<u>Budget</u>	<u>Remaining</u>	<u>% Spent</u>
Salary & wages	88,481.11	71,876.14	71,900	23.86	100.0%
Part-time wages		12,358.50	13,200	841.50	93.6%
401(k)	3,346.50	3,594.00	3,900	306.00	92.2%
Payroll taxes	6,731.89	5,498.52	6,200	701.48	88.7%
Retirement	5,261.29	5,081.64	5,100	18.36	99.6%
Group insurance	18,165.18	20,437.64	20,450	12.36	99.9%
Uniforms	4,595.09	3,014.98	5,000	1,985.02	60.3%
Maintenance & repairs-building	319.56	584.81	2,000	1,415.19	29.2%
Maintenance & repairs-vehicles	5,309.52	19,233.38	19,300	66.62	99.7%
Departmental supplies	19,236.08	20,985.73	23,000	2,014.27	91.2%
Sewer line maintenance	118.98	6,225.00	10,000	3,775.00	62.3%
Training	3,312.63	1,222.08	3,450	2,227.92	35.4%
Telephone	4,407.55	6,725.62	8,500	1,774.38	79.1%
Utilities	55,463.66	59,542.71	61,400	1,857.29	97.0%
Maintenance & repairs-equipment	13,761.74	14,339.48	14,400	60.52	99.6%
Gasoline	4,964.94	4,473.61	4,500	26.39	99.4%
Contracted services	19,942.94	36,388.56	20,500	(15,888.56)	177.5%
Capital outlay	7,199.99	29,595.00	30,000	405.00	98.7%
Equipment (non-capital)	7,566.94	5,410.57	5,450	39.43	99.3%
Capital outlay-sewer lines				-	0.0%
Debt service	77,464.06	76,057.44	76,100	42.56	99.9%
Total Sewer Line	345,649.65	402,645.42	404,350	1,704.58	99.6%
Lattimore Sewer Line:	<u>6/30/2015</u>	<u>6/30/2016</u>	<u>Budget</u>	<u>Remaining</u>	<u>% Spent</u>
Salary & wages	21,129.85	20,108.45	20,200	91.55	99.5%
401(k)	937.00	1,005.00	1,100	95.00	91.4%
Payroll taxes	1,616.12	1,538.30	1,700	161.70	90.5%
Retirement	1,189.18	1,421.67	1,500	78.33	94.8%
Maintenance & repairs-building				-	0.0%
Departmental supplies	436.59	809.57	4,800	3,990.43	16.9%
Sewer line maintenance			1,000	1,000.00	0.0%
Telephone	2,041.50	2,744.53	4,200	1,455.47	65.3%
Utilities	5,863.63	6,546.64	6,550	3.36	99.9%
Maintenance & repairs-equipment	666.08	2,041.22	2,050	8.78	99.6%
Equipment (non-capital)		4,250.00	4,500	250.00	94.4%
Capital outlay-sewer lines				-	0.0%
Total Lattimore Sewer Line	33,879.95	40,465.37	47,600	7,134.63	85.0%
Total Expenses	1,203,493.05	1,914,644.33	2,010,881	96,236.67	95.2%
Net income/(loss)	282,353.38	162,126.57	-	(162,126.57)	

Town of Boiling Springs
Budget Amendment Authorization Form
BA160802.01 Fiscal Year 2015-16

Pursuant to Section 9 of the 2015-16 official budget ordinance of the Town of Boiling Springs, NC the following budget amendment(s) are hereby approved.

Line Item	Account Name	15-16 Budget	Amount Increased (Decreased)	15-16 Budget As Amended
Administration				0
100-412-40010-40007	401k	7,900	150	8,050
100-412-40010-40011	Group insurance	20,350	100	20,450
100-412-40020-40024	M&R-building	3,000	2,400	5,400
100-412-40020-40026	Departmental supplies	10,500	700	11,200
100-412-40030-40033	Utilities	11,100	250	11,350
100-412-40030-40034	Postage	1,000	400	1,400
100-412-40030-40037	Advertising	1,800	1,250	3,050
100-412-40030-40039	Dues & subscriptions	16,000	850	16,850
100-412-40040-40043	Property tax collection	18,600	950	19,550
100-412-40050-40051	Noncapital equipment	33,800	6,000	39,800
100-412-40010-40001	Salary & wages	161,600	(300)	161,300
100-412-40010-40009	Payroll taxes	13,100	(200)	12,900
100-412-40010-40010	Retirement	11,300	(200)	11,100
100-412-40030-40030	Training	3,000	(1,600)	1,400
100-412-40030-40035	M&R-equipment	1,500	(850)	650
100-412-40040-40044	Contract services	18,800	(5,750)	13,050
100-412-40040-40045	Insurance & bonds	62,000	(1,400)	60,600
100-412-40040-40049	Miscellaneous	5,000	(2,750)	2,250
Police				
100-431-40010-40102	Reserve wages	19,400	1,450	20,850
100-431-40020-40026	Departmental supplies	6,200	50	6,250
100-431-40030-40032	Telephone	7,500	50	7,550
100-431-40040-40044	Contract services	22,000	5,900	27,900
100-431-40050-40051	Noncapital equipment	14,240	2,700	16,940
100-431-40010-40001	Salary & wages	306,900	(21,100)	285,800
Powell Bill				
100-451-40040-40045	Insurance & bonds	2,000	50	2,050
100-451-40020-40026	Departmental supplies	3,500	(50)	3,450
Sanitation				
100-471-40020-40025	M&R-vehicles	12,000	7,900	19,900
100-471-40030-40035	M&R-equipment	4,300	250	4,550
100-471-40040-40044	Contract services	89,000	750	89,750
100-471-40050-40051	Noncapital equipment	0	6,500	6,500
100-471-40010-40010	Retirement	5,300	(1,100)	4,200
100-471-40010-40011	Group insurance	20,350	(1,600)	18,750
100-471-40030-40036	Gasoline	13,500	(1,750)	11,750
Recreation				
100-612-40010-40011	Group insurance	6,800	50	6,850
100-612-40030-40032	Telephone	1,000	50	1,050
100-612-40030-40035	M&R-equipment	1,500	150	1,650
100-612-40040-40049	Miscellaneous	5,000	3,600	8,600
100-612-40040-40246	Library expenses	20,020	250	20,270
100-612-40040-40247	Museum expenses	250	50	300
100-612-40010-40001	Salary & wages	67,800	(800)	67,000
100-612-40010-40009	Payroll taxes	5,600	(450)	5,150
100-612-40020-40024	M&R-building	1,000	(500)	500
100-612-40020-40026	Departmental supplies	2,000	(500)	1,500
100-612-40030-40036	Gasoline	4,100	(1,900)	2,200
Totals		1,041,610	0	1,041,610

Description/Reason for Amendment:

Authorized By:

_____ Budget Officer

Amended By:

_____ Finance Officer

Reflected in Budget:

_____ Date

For amendments over \$1,000, Board approval is required.

Approved:

_____ Max J. Hamrick, Mayor

Town of Boiling Springs
Budget Amendment Authorization Form
BA160802.02 Fiscal Year 2015-16

Pursuant to Section 9 of the 2015-16 official budget ordinance of the Town of Boiling Springs, NC the following budget amendment(s) are hereby approved.

Line Item	Account Name	15-16 Budget	Amount Increased (Decreased)	15-16 Budget As Amended
Fund: 6 Department:				
Administration				
600-671-40010-40001	Salary & wages	88,100	4,300	92,400
600-671-40020-40026	Departmental supplies	8,200	800	9,000
600-671-40030-40030	Training	500	150	650
600-671-40030-40033	Utilities	6,600	400	7,000
600-671-40030-40034	Postage	9,500	650	10,150
600-671-40030-40035	M&R-equipment	2,000	1,300	3,300
600-671-40030-40039	Dues & subscriptions	6,500	250	6,750
600-671-40040-40045	Insurance & bonds	37,000	1,400	38,400
600-671-40050-40050	Capital outlay	46,780	(9,250)	37,530
Water line				
600-673-40010-40011	Group insurance	13,600	50	13,650
600-673-40020-40025	M&R-vehicles	2,000	800	2,800
600-673-40020-40026	Departmental supplies	18,000	700	18,700
600-673-40020-40027	Water purchases-COS	352,300	5,950	358,250
600-673-40030-40030	Training	500	250	750
600-673-40030-40035	M&R-equipment	4,600	950	5,550
600-673-40050-40051	Noncapital equipment	5,000	5,200	10,200
600-673-40050-40059	Capital outlay-water lines	76,000	(13,900)	62,100
Sewer line				
600-674-40010-40001	Salary & wages	71,800	100	71,900
600-674-40010-40010	Retirement	5,000	100	5,100
600-674-40010-40011	Group insurance	20,350	100	20,450
600-674-40020-40025	M&R-vehicles	14,000	5,300	19,300
600-674-40030-40036	Gasoline	4,400	100	4,500
600-674-40050-40051	Noncapital equipment	5,000	450	5,450
600-674-40030-40030	Training	4,000	(550)	3,450
600-674-40030-40035	M&R-equipment	20,000	(5,600)	14,400
Lattimore sewer line				
600-675-40010-40001	Salary & wages	20,100	100	20,200
600-675-40030-40033	Utilities	6,000	550	6,550
600-675-40030-40035	M&R-equipment	1,500	550	2,050
600-675-40020-40026	Departmental supplies	6,000	(1,200)	4,800
Totals		855,330	0	855,330

Description/Reason for Amendment: _____

Authorized By: _____
Budget Officer

Amended By: _____
Finance Officer

Reflected in Budget: _____
Date

For amendments over \$1,000, Board approval is required.

Approved: _____
Max J. Hamrick, Mayor



Town of Boiling Springs

PO Box 1014 | Boiling Springs, NC 28017

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TOWN COUNCIL AGENDA ITEM 10

August 2, 2016

PROCLAMATION | DIAPER NEED AWARENESS WEEK

SUMMARY

The Diaper Bank of North Carolina has requested that Mayor Hamrick issue a Proclamation declaring September 26 through October 2 Diaper Need Awareness Week. The campaign seeks to raise awareness to the fact that diapers cannot be purchased with food stamps or WIC vouchers and purchasing diapers causes a financial strain for many households. Several municipalities have similar proclamations under consideration and NC Governor Pat McCrory has issued a similar Proclamation.

MATERIALS PROVIDED

- Letter from Diaper Bank of North Carolina
- Proclamation P160802

July 15, 2016
Honorable Max Hamrick
Mayor, Boiling Springs

Dear Mayor Hamrick:

I'm writing today to ask that you show your support for our state's families by issuing a proclamation recognizing Diaper Need Awareness Week in Boiling Springs, from September 26 through October 2, 2016. This event provides an excellent opportunity for our state to recognize the three percent of children living in poverty in Boiling Springs whose access to a reliable supply of clean diapers is necessary for their health and wellbeing. Moreover, Diaper Need Awareness Week can help educate the public that diapers cannot be bought with food stamps or WIC vouchers, making a sufficient supply of diapers an economic hardship for families in need.

The Diaper Bank of North Carolina has distributed over a million diapers statewide through its three branches since its forming in 2013. To address the diaper need in North Carolina, we have engaged in diaper drives, hot spot pick-ups, awareness building and community partnerships. We partner with amazing community partners across the state, which has allowed us to effectively distribute diapers to over forty partner agencies and impact the lives of families across the state. Although we have made great progress this year in addressing diaper need and covering over a million babies' bottoms across our state, diaper need is still a daily, chronic struggle for North Carolina families.

Diaper Bank of North Carolina would be honored if you would sponsor an official proclamation to name September 26 – October 2, 2016 Diaper Need Awareness Week, coinciding with the week of national recognition. Your proclamation would lend official acknowledgment to the important work of educating the public on diaper need as well as emphasize your personal commitment to addressing childhood poverty.

Sample language that might be helpful in drafting a proclamation is attached. We look forward to working with your office on this proclamation and in representing our state in this national campaign. If you have any questions concerning the request, the sample proclamation, or National Diaper Need Awareness Week, please call me at 336-830-4579. We will follow up with your office on this request in the next few days.

We appreciate your support of Diaper Need Awareness Week and the ending of childhood poverty in North Carolina. Thank you for consideration of this special request.

Sincerely,

Elizabeth Thomas
Greater Triad Branch Director
Diaper Bank of North Carolina



"The Crossroads of Opportunity"

TOWN OF BOILING SPRINGS

PROCLAMATION

DIAPER NEED AWARENESS WEEK

Whereas, the people of Boiling Springs recognize that economic opportunity for individuals can lead to improved health for families and their communities; and

Whereas, three percent of Boiling Springs' children live in low income families; and

Whereas, access to a reliable supply of clean diapers is a necessity for the health and welfare of infants and toddlers, their families, and child and health care providers; and

Whereas, diapers cannot be bought with food stamps or WIC vouchers, therefore providing a sufficient supply of diapers can cause economic hardship to families in need; and

Whereas, the average infant or toddler requires an average of fifty diaper changes per week over three years; and

Whereas, national surveys report that one in three mothers experiencing diaper need at some time while their children are less than three years of age and forty-eight percent of families delay changing a diaper to extend their supply; and

Whereas, a supply of diapers is generally an eligibility requirement for infants and toddlers to participate in childcare programs and quality early education programs; and

Whereas, when infants and toddlers cannot participate in childcare programs, it makes it very difficult for their parents and guardians to participate in the workforce, thereby causing economic harm to many families; and

Whereas, Boiling Springs is proud to be home to various community organizations that recognize the importance of diapers in helping provide economic stability for families and that distribute diapers to poor families through various channels; now

THEREFORE, THE MAYOR AND TOWN COUNCIL OF BOILING SPRINGS, NORTH CAROLINA, do hereby proclaim the week of September 26 – October 2, 2016 as "**DIAPER NEED AWARENESS WEEK**" in Boiling Springs, North Carolina and encourage the citizens of Boiling Springs to donate generously to diaper banks, diaper drives, and those organizations that distribute diapers to families in need to help alleviate diaper need in Boiling Springs, North Carolina.

Adopted this 2nd day of August, 2016.

Max J. Hamrick, Mayor

ATTEST:

Kim Greene, Town Clerk

P160802



Town of Boiling Springs

PO Box 1014 | Boiling Springs, NC 28017
Phone 704-434-2357 | Fax 704-434-2358
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TOWN COUNCIL MEETING

STAFF REPORTS

August 2, 2016

POLICE CHIEF | NATHAN PHILLIPS

PUBLIC WORKS DIRECTOR | MIKE GIBERT

FINANCE DIRECTOR | RHONDA ALLEN

TOWN CLERK | KIM GREENE

TOWN ATTORNEY | JOHN SCHWEPPEE III

TOWN MANAGER | TOM HART



Town of Boiling Springs

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TOWN COUNCIL MEETING COUNCIL MEMBER REPORTS

August 2, 2016

COUNCILMAN MARTY THOMAS

COUNCILMAN JAMES L. BEASON JR

COUNCILMAN BILL ELLIS

COUNCILMAN CLIFFORD E. HAMRICK III

COUNCILMAN DANIEL THOMAS

MAYOR MAX HAMRICK