



**CITY OF SOUTHPORT
BOARD OF ALDERMEN
REGULAR MEETING AGENDA**

223 E. BAY STREET

November 14, 2024

6:00 PM

Agenda

Please turn off all cell phones

Meetings are open to the public. If you are not able to attend the Board of Aldermen meetings in person, the meeting will be available for you to watch via live-stream on the City of Southport website (<https://cityofsouthport.com/board-of-aldermen-meetings/>), Facebook page, and YouTube channel.

ETHICS STATEMENT:

"If any members know of any conflict of interest or the appearance of a conflict of interest concerning matters on the agenda, please so state at this time."

A. Call to Order

B. Invocation

C. Pledge of Allegiance

D. Public Comment

E. Approval of Agenda

F. Approval of the Consent Agenda

1. Set A Public Hearing for the December 12, 2024, regular Board of Aldermen meeting for a Zoning Map Amendment and Major Modification to the Cades Cove Planned Unit Development Pgs.3-42
2. Stormwater System Cleaning and CCTV Budget Amendment and Contract Pgs. 43-49
3. City Building Roof Replacement Contract Pgs.50-52
4. Minutes From the October 7th Regular Aldermen Meeting Pgs.53-59
5. Minutes From the October 10th Regular Aldermen Meeting Pgs.60-65
6. Minutes From the October 21st 9:00 AM Special Aldermen Meeting Pgs.66-71
7. Minutes From the October 21st 6:00 PM Special Aldermen Meeting Pgs.72-77

G. Agenda

1. EMS Ambulance Franchise Agreement (Chief Charles Drew) Pgs.78-86
2. Discussion on County Fire Fees and Possible Tax (Mayor Alt, Chief Charles Drew)
3. Weather Tower Project (Chief Charles Drew)
4. Board of Aldermen Legislative Priorities (Mayor Alt) Pg.87

5. Old City Hall/Courthouse Property (Aldermen Davis)
6. Board of Adjustment Appointment Process (Aldermen Spencer) Pg.88

H. Committee Reports

1. ABC Board October Sales Report and Meeting Minutes Pgs.89-90
2. Planning Board October Meeting Draft Minutes Pgs.91-94
3. Historic Preservation Commission October Meeting Minutes Pgs.95-97
4. Parks and Recreation October Report Pgs.98-109

I. Manager's Report

J. Staff Reports

1. Public Works October Reports Pgs.110-113
2. Police Department October Report Pg.114
3. AV project status report Pg.115
4. Finance Department Report Pgs.116-183
5. Permitting and Inspections October Report Pg.184

K. Mayor's Comments

L. Board Comments

M. Closed Session NCGS 143-318.11

1. 3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged.

(6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee.

N. Adjourn



BOARD OF ALDERMEN

AGENDA ITEM SUMMARY

DATE: 11/14/2024

DEPARTMENT: Development Services

PRESENTED BY: Maureen Meehan, Planning Services Director

ITEM SPONSORED BY: Cades Cove Homeowners Association

ITEM/TOPIC: Call a Public Hearing for a Rezoning and PUD Modification for Cades Cove Subdivision

COST: N/A

BUDGET LINE ITEM: N/A

JUSTIFICATION: The Cades Cove Homeowners Association requests a rezoning and modification to their Planned Unit Development (PUD) master plan to dedicate the streets as private on the final plat and allow a gate to be installed for limited access to the subdivision. The Planning Board finds the proposal inconsistent with the current CAMA land use plan and adopted ordinances and recommends the denial of the amendment and modification of the PUD master plan. A duly advertised public hearing must be held prior to the Board of Aldermen deciding on the proposed amendments.

IMPACT IF NOT APPROVED: This is a legislative decision defined by the NC General Statutes. The Board is not obligated to approve the amendment. A statement of consistency must be adopted in conjunction with a motion to approve or deny the proposal.

DEPARTMENT HEAD COMMENTS: The attached proposed Zoning Map Amendment and PUD Modification applications have been reviewed by staff for consistency with the land use plan, adopted ordinances, and surrounding neighborhood. Staff found the application to be complete for a hearing and inconsistent with the CAMA Land Use Plan and Unified Development Ordinance.

ATTACHMENTS: Staff Report

REQUESTED ACTION: Call a public hearing for a Zoning Map Amendment and Major Modification to the Cades Cove Planned Unit Development.

PROPOSED MOTION: Motion to call a public hearing at the December 12, 2024, regular Board of Aldermen meeting for a Zoning Map Amendment and Major Modification to the Cades Cove Planned Unit Development.

STAFF REPORT FOR CADES COVE PLANNED UNIT DEVELOPMENT MODIFICATION REZONING AND MASTER DEVELOPMENT PLAN

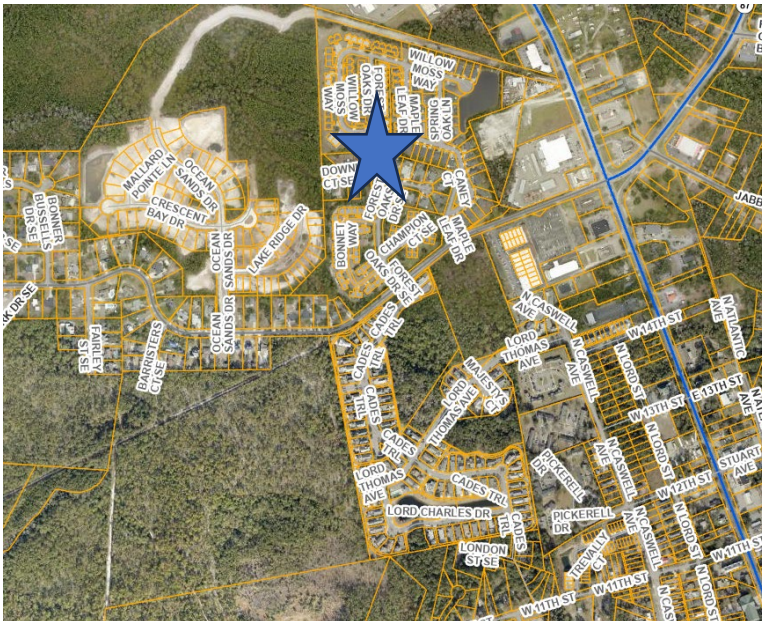
APPLICATION SUMMARY

Presentation Date	November 14, 2024 Board of Aldermen
Applicant	Rick Jones, President Board of Directors
Property Owner	Cades Cove Homeowners' Association
Zoning District	PUD

PROJECT OVERVIEW

Rick Jones, applicant, on behalf of the Cades Cove Homeowners' Association, is requesting approval of a modification to the Planned Unit Development and a rezoning request to modify the PUD zoning district. This modification includes rescinding the public dedication of the subdivision's streets and adds a gated entrance and exit on Robert Ruark Drive.

LOCATION



Subject property is situated west of North Howe Street before Smithville Woods, with access from Robert Ruark Drive and North Caswell Avenue.

BACKGROUND AND PROPOSED AMENDMENT

Cades Cove was approved as a Planned Residential Development, similar to the existing PUD process. A master site plan with standards was conditionally approved. All conditions of the approval must be followed throughout the life of the subdivision. The approved master plan and preliminary plat include public right of way with through streets for interconnectivity. The streets, while dedicated as a public right of way, have yet to be accepted by the city due to several different stormwater and other infrastructure projects that the developer abandoned.

In the Spring of 2023, the Cades Cove Homeowners' Association approached staff with a request to add a gate to their entrance. The Development Services Director at the time, in consultation with Brady Herman, City Attorney, determined the following:

- The city is not involved in the community's desire to rescind the public dedication of streets. If the community can meet statutory requirements to rescind the streets, city ordinances are not violated.
- If the dedicated streets are rescinded, the city has the right to all city easements within the streets and the Cades Cove community.
- The placement of a gate will violate the original development approval since it is placing a new structure not on an approved plan. The gate would impede the public from traveling roadways that are dedicated to public use. A modification to the PUD and rezoning to amend the master plan will be required.

Per staff direction, the applicant has submitted a PUD modification and rezoning application, including a proposed plat showing private street right-of-ways and a gated entrance and exit on Robert Ruark Drive. The entrance on Lord Thomas from North Caswell Avenue will remain open. There will be siren-activated sensors to ensure emergency vehicles have access through both gates. Buses and delivery service drivers can receive access with personalized codes and/or remotes.

The applicant also includes updated articles of incorporation that grant the HOA authority to assume private streets, a current assessment of the condition of the streets, and financial documentation showing how the HOA will accommodate future funding for maintenance and repairs. The documents mentioned are attached to this report.

GATE POSITIONING RUARK ENTRANCE
View from Ruark, center island at left



EXIT ON TO RUARK FROM CADES TRAIL



REVIEW PROCESS

Proposed amendments to the zoning map may be initiated by the Board of Aldermen, Planning Board, city administration, or by the owner, or his or her agent, of property within the area proposed to be changed. Every amendment, supplement, change, modification, or repeal of the zoning map/ordinance shall be referred to the Planning Board for its recommendation and report to the Board of Aldermen.

A Planned Unit Development (PUD) is planned and developed as an integral unit in a single development operation or a defined series of development according to an approved master plan. Per Section 2.9 C of the City of Southport Unified Development Ordinance, the Planning Board shall review the proposal and transmit a formal recommendation to the Board of Aldermen. The Board of Aldermen is the final decision maker on all Master Development Plans within the City of Southport.

A PUD requires an amendment to the City's zoning map in conjunction with the approval of the master development plan. Applications for both the master development plan and rezoning are submitted concurrently. The master plan outlines the framework for development within the PUD, including intended uses, dimensional standards for parking, landscaping, design guidelines, and buffers. The proposal must comply with the design guidelines provided in Section 4.15 of the Unified Development Ordinance.

When evaluating the application for a PUD zoning district, the Planning Board and the Board of Aldermen shall consider the following:

- a) The application's consistency to the general policies and objectives of the City's Comprehensive Plan, any other officially adopted plan that is applicable, and the Unified Development Ordinance.
- b) The potential impacts and/or benefits on the surrounding area and adjoining properties.

The Planning Board will provide a recommendation to the Board of Aldermen.

Prior to the Board of Aldermen's consideration of a change, a public hearing must occur on a set day and time. The hearing is notified to adjacent property owners by mail, published in a local newspaper of general circulation, and posted on the property for two (2) consecutive weeks, not less than 10 days and not more than 25 days before the hearing.

The Board of Aldermen may adopt the approval, conditional approval, or denial of the rezoning after the duly advertised public hearing and upon the approval of a plan consistency statement and a statement of reasonableness.

Following an affirmative decision by the Board of Aldermen, the official zoning map will be updated to PUD, and all development shall follow the approved master development plan.

LAND USE PLAN CONSISTENCY

The 2014 CAMA Land Use Plan (LUP), along with subsequent updates, is the plan that is used for policy decisions in the City. The Planning Board and Board of Aldermen shall consult the plan's policies when considering a zoning change. Further, each rezoning must be recommended and ultimately adopted with a statement describing if the action is consistent or inconsistent with the adopted land use plan.

Policy 2.1 "...rezonings and amendments in classifications to the future land use map should be carefully balanced with a demonstrated need for such proposed development

The modified master development plan proposes a gated single-family development with private streets.

Policy 6.1: Southport supports the interconnectivity of residential and non-residential subdivisions through the enforcement of street design standards contained in the UDO.

The modified master development plan is not consistent with the land use policy above or with the requirement of subdivisions to provide interconnectivity with existing streets.

The following policy supports the proposed rezoning request.

Policy 2.4: Southport will permit residential development to occur in response to market needs provided the following criteria are met:

- 1) Due respect is offered to all aspects of the environment.
- 2) Concurrent planning for improvements to community facilities, infrastructure, and services provided.

This policy is appropriate for the site due to the unique characteristics of the tract of land and changing development patterns on Robert Ruark Drive.

STAFF'S RECOMMENDATION

The application has been deemed complete and is eligible for review. Staff also find that the request is inconsistent with the 2014 CAMA Land Use Plan and Unified Development Ordinance.

An amendment to a master development plan and rezoning that is inconsistent with adopted plans can be approved if the governing board recognizes that they are doing so and there is documentation of the reasoning for the decision. The statement of reasonableness shall consider the following factors:

- i. the size, physical conditions, and other attributes of the area proposed to be rezoned;
- ii. the benefits and detriments to the landowners, the neighbors, and the surrounding community;

- iii. the relationship between the current actual and permissible development on the tract and adjoining areas and the development that would be permissible under the proposed amendment;
- iv. why the action taken is in the public interest; and
- v. any changed conditions warranting the amendment.

You do not have to consider each of the factors, as not all will be appropriate for every zoning amendment.

PLANNING BOARD RECOMMENDATION

The Planning Board recommends **DENIAL** of the proposed zoning map amendment and planned unit development modification to the Board of Aldermen. The proposal is inconsistent with the 2014 CAMA Core Land Use Plan and unreasonable due to attributes of the area proposed to be rezoned and detriments to the neighbors and surrounding community.

Attachments:

- 1) Applications – Zoning and Planned Unit Development
- 2) Proposed Plat with Private R/W and proposed gated entrances
- 3) Applicant's Summary of the proposed amendment and accompanying documents
- 4) Consistency Statements

**PRIVATE
ROAD**

**No Thru Traffic
No Parking on
Street or Grass**



Development Services Department

Upon review of the file for the Cades Cove community as well as current and previous development regulations and North Carolina General Statutes, City of Southport Development Services Staff have come to the following determination:

- The City of Southport is not involved in the Cades Cove community's desire to rescind the public dedication of its streets. If the community can meet the statutory requirements necessary to rescind the public dedication for its streets, doing so does not create a violation of any City of Southport ordinances; provided, however, the City has the right to retain any and all City easements within these streets and the Cades Cove community if the dedicated streets are rescinded. (See G.S. 160A-299(g) and G.S. 136-96).
- The placement of a gate or other impediment to the public's ability to use the rights-of-way within the community would be considered a violation of Cades Cove's original development approval for the following reasons:
 - The introduction of a structure not shown on any approved map or plat of the community without zoning approval; and
 - The introduction of a gate that would result in the prohibition of the public's ability to travel the roadways, when the approval granted to the community included the provision that all roadways would be dedicated for public use.
- The Cades Cove community may request a revision to its original approval to include the addition of a gate(s) and to revise the street dedication from public to private. Doing so would be considered a major modification per Section 2.6.J of the City of Southport Unified Development Ordinance, and the process shall follow the provisions laid out for original approval of Planned Unit Developments. Such process shall include an application to amend the Planned Unit Development and a rezoning request to modify the PUD zoning district, and the Board of Aldermen shall be the final decision maker in a legislative process following a public hearing.

Pursuant to the Unified Development Ordinance, this determination is subject to appeal to the Board of Adjustment within 30 days of receipt of it. Should you have any questions, please don't hesitate to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read "Travis Henley", is written over a light blue horizontal line.

Travis Henley – Director

Development Services

City of Southport, NC

910-457-7900 x1008

thenley@cityofsouthport.com



Zoning Map Amendment

City of Southport, North Carolina

1029 N. Howe St, Southport NC 28461

www.southportnc.org

Planning & Inspections

Phone 910-457-7961 Fax 910-457-7957

For Staff Use Only

PERMIT No. ZMA 24-02 FEE: \$ 6,700 Date Received: 6/27/24

Applicant's Name: Cades Cove Homeowners' Association; Rick Jones, President 2024

Mailing Address: 407 Lord Thomas Avenue (HOA), 828 Cades Trail (Rick); City: Southport

State: NC

Zip Code: 28461

Phone: 914-714-5039

Email: rickcadescove@gmail.com

Property Owner's Name: SAME AS ABOVE

Address of Owner: _____ City: _____

State: _____ Zip Code: _____ Phone: _____

Email: _____

Project Name: CADES COVE ZONING REVISION: public to private access

Project Address and/or Description of Location: _____

Parcel ID #: _____ Number of Lots: _____ Site Acreage: _____

Current Zoning District: _____ Proposed Zoning District: _____

Please describe the changing conditions in the area or in the City of Southport that makes the proposed amendment necessary to the promotion of the public health, safety and general welfare, or that identifies an obvious error in the zoning map based upon the zoning classification or current land use of surrounding properties. Also include an explanation on why the proposed zoning is or is not consistent with the Land Use Plan and other adopted plans (Attach separate sheet if necessary)

Cades Cove Homeowners Association wishes to change the zoning of our development from public to private. As the development evolved, the streets were dedicated to the city in nine separate 15-year dedications. By 2024, four of those nine have expired, including from the Robert Ruark entrance well past the four-way stop at Lord Thomas and the section of Lord Thomas whose terminus is adjacent to the BHI/Indigo Phase II property.

The developers abandoned Cades Cove in 2016 after receiving back \$190,000 of their \$365,000 bond to the City of Southport. This was done without having all the streets finished or having the stormwater system inspected by the City or State. The remaining \$175,000 bond was largely used by CCHOA to repair sinkholes in the stormwater system (and then repaving).

The residents agree to take over responsibility from the City, saving Southport valuable funds. In turn, we would like the opportunity to regulate the wear and tear on our streets, both currently from cut-through traffic, and in the future with the present development of Osprey Landing and eventually the Indigo II property. The expansion of 211 where 4 lanes go down to two at Ruark will likely exacerbate this problem.

We value being engaged members of the Southport community but look to gate our Robert Ruark entrance to achieve the goal of enhanced safety for residents and guests while reducing wear and tear on our roads.

In filing this Rezoning Petition, I hereby certify that I am authorized to submit this application and that all of the information presented in this application is accurate to the best of my knowledge, information, and belief.

Richard D. Jones

Signature (Owner or Authorized Applicant)

February 5, 2024

Date

APPROVED BY:

Maureen Melhan

UDO Administrator

6/27/24

Date



Executive Summary

Cades Cove Rezoning Request

Originally submitted February 2024, updated June 2024

Our Ask:

Cades Cove seeks to privatize our neighborhood with the intention of placing a gate at our Robert Ruark entrance. We would like to better control the wear and tear on our streets and to improve safety for our residents, their children, grandchildren and guests. In turn, the Cades Cove Homeowners' Association will assume the cost of maintaining quality roads. This will save the City of Southport nearly a quarter of a million dollars upfront based on a recent estimate provided to one of our residents from the Assistant City Manager (estimate developed by the City Engineer). There will also be substantial savings in ongoing maintenance for Southport.

Document Contents:

- 1) Executive Summary and Our Ask
- 2) Articles of Incorporation Amendment approved by CCHOA membership September 2022
 - a. Appending the streets as Common Area, developed by LawFirmCarolinas
 - b. Permitting our Board to levy assessments for their maintenance and care
- 3) PUD Amendment – submitted to Southport 10/10/23
- 4) PUD Amendment Letter and Rationale
- 5) Rezoning Document – submitted to Southport January 2024
- 6) Rezoning Document Attachments
- 7) Plat Plans – newly updated by Stroud Engineering to reflect private status
- 8) Condition of Streets – CCHOA assurance that streets will remain in quality condition
- 9) Financial Accountability – our assurance that we will have resources and strategic plans that permit us to afford the assumption of responsibility for our streets on an ongoing basis

Board of Directors, Cades Cove Homeowners' Association
Rick Jones, President, 914-714-5039, rickcadescove@gmail.com



3 Return to Black Slaughter & Black Type Mail
Total 26 Rev Int.
Ck \$ 26 Ck # 1256 Cash \$
Refund Cash \$ Finance
☐ Portions of document are illegible due to condition of original.
☐ Document contains seals verified by original instrument that cannot be reproduced or copied.

Prepared by/mail to: Harmony W. Taylor, Law Firm Carolinas 1927 S. Tryon St. Suite 100 Charlotte NC 28203

BRUNSWICK COUNTY
NORTH CAROLINA

**NINTH AMENDMENT TO THE
DECLARATION OF COVENANTS,
CONDITIONS, AND RESTRICTIONS
FOR CADES COVE**

This NINTH AMENDMENT TO THE DECLARATION OF COVENANTS, CONDITIONS, AND RESTRICTIONS FOR CADES COVE is made this 4th day of October, 2022, by Cades Cove Homeowners' Association, Inc.

WITNESSETH:

WHEREAS, the Declarant subjected Cades Cove (the "Property") to the Declaration of Covenants, Conditions, and Restrictions for Cades Cove recorded in Deed Book 2337, Page 1407 of the Brunswick County Registry and amendments to the same, including but not limited to the following (collectively, the "Declaration"):

- a) Book 2338, Page 1;
- b) Book 2485, Page 0466;
- c) Book 2532, Page 0733;
- d) Book 2636, Page 0020;
- e) Book 2803, Page 0337;
- f) Book 3616, Page 0997;
- g) Book 3715, Page 0683;

WHEREAS, the Declaration applies to and runs with the land described in the Plat Books and Pages of the Brunswick County Register of Deeds, including but not limited to the following:

- a) Book 34, Page 279;
- b) Book 35, Page 115;
- c) Book 40, Page 83;
- d) Book 50, Page 71;
- e) Book 71, Page 28;

- f) Book 75, Page 73;
- g) Book 78, Page 98;
- h) Book 80, Page 3;
- i) Book 84, Page 24;
- j) Book 85, Page 20;
- k) Book 85, Page 21;
- l) Book 85, Page 33;
- m) Book 86, Page 96;

WHEREAS, NCGS § 47F-2-117 states that the declaration may be amended only by affirmative vote or written agreement signed by lot owners of lots to which at least sixty-seven percent (67%) of the votes in the association are allocated, or any larger majority the declaration specifies. The percentage required for passage per the Declaration is sixty-seven percent (67%), and such approval has been obtained.

NOW THEREFORE, the Declaration of Covenants, Conditions, and Restrictions for Cades Cove is amended as follows:

Amend ARTICLE II (“COMMON AREA PROPERTY RIGHTS”) to add a new Section 4 (“Private Roads”) to read as follows:

Section 4. Private Roads. Notwithstanding any language or provision within the Declaration, Articles of Incorporation, or Bylaws of the Association to the contrary, or any dedication or language contained on any recorded plat of real property within the Cades Cove subdivision, the Board of Directors shall have the authority to take any and all actions necessary to:

- (1) withdraw offers of dedication of any portions of the Properties to the public for public roads, which right the Association shall exclusively exercise on behalf of itself and the Owners within the Properties;
- (2) undertake any and all actions related to the withdrawal of such an offer of dedication on behalf of the Association and the Owners within the Properties;
- (3) maintain, repair, and replace the roads which are located on the Properties in perpetuity as private roads, for the use and enjoyment of the Owners and their tenants, guests and invitees;
- (4) to collect assessments for the purposes recited herein in the same manner as other assessments under the terms of applicable law and the Declaration, Bylaws, and Articles of Incorporation, as amended; and
- (5) to otherwise take any and all actions related to the private roads which the Association deems it to be appropriate to take.



All other terms and conditions contained in the Declaration shall remain unchanged.

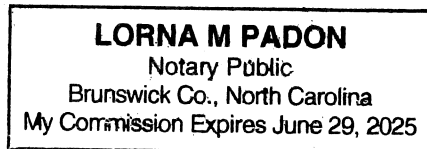
CADES COVE HOMEOWNERS' ASSOCIATION,
INC.

By: Thomas Rawson Hale
THOMAS RAWSON HALE, President

STATE OF NORTH CAROLINA
COUNTY OF Brunswick

I, a Notary Public of the County and State aforesaid, certify that Thomas Rawson Hale personally came before me this day and acknowledged that he is President of Cades Cove Homeowners' Association, Inc., and that he, President, being authorized to do so, executed the foregoing on behalf of Cades Cove Homeowners' Association, Inc.

WITNESS my hand and official stamp or seal, this 4th day of October, 2022.



Lorna M. Padon
Notary Public

Lorna M. Padon
Printed Name

My commission expires: June 29, 2025



Planned Unit Development Permit

City of Southport, North Carolina

1029 N. Howe St, Southport NC 28461

www.southportnc.org

Planning & Inspections

Phone 910-457-7961 Fax 910-457-7957

For Staff Use Only

PERMIT No. _____ FEE: \$ _____ Date Received: _____

Applicant's Name: Laura Howell on behalf of: Cades Cove HOA Board of Directors

Mailing Address: _____ City: Southport

State: NC Zip Code: 28461 Phone: 703-483-1681

Email: Emma4H@gmail.com Rickcadescove@gmail.com

Property Owner's Name: N/A

Address of Owner: _____ City: _____

State: _____ Zip Code: _____ Phone: _____

Email: _____

Property Address: N/A City: _____

Parcel Size (acres): _____ Number of Dwellings: _____

Open Space Area: _____ Right-of-way Area: _____

Surveyor: N/A License #: _____

Mailing Address: _____ City: _____

Page 2 of 2 State: _____ Zip Code: _____ Phone: _____

Email: _____

Per Section 2.9 of the UDO, the purpose of A Planned Unit Development (PUD), is planned and developed as an integral unit, in a single development operation or a definitely programmed series of development

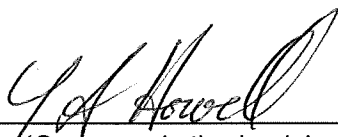
operations and according to an approved master development plan. All PUDs require an amendment to the city's zoning map and master development plan approval, followed by the major subdivision approval process as specified in this ordinance.

The minimum amount of land (unified control to be planned and developed as a whole) required for a PUD district shall be eight (8) acres of net buildable area within the city corporate limits, on one or more contiguous parcels or 25 acres of net buildable area in the ETJ, on one (1) or more parcels (this may include parcels on both sides of a street).

Application and Planned Unit Development Review Procedure is found in Section 2.9.C

Minimum Dimensional Standards:

1. Lot area. Not less than 60 percent of the minimum lot area which would normally be required under the single-family standards of the prevailing zoning district.
2. Lot width. 40 feet.
3. Lot frontage. 40 feet, except on the radius of a cul-de-sac where such distance may be reduced to 20 feet.
4. Public or private street setback. No principal or accessory structure shall be closer than 10 feet to a public street right-of-way or private street easement.
5. Side yard setback. Not less than 8 feet. Dwellings which do not utilize zero lot line provisions shall maintain a minimum side setback of not less than six (6) feet.
6. Rear yard setback. Not less than 15 feet.
7. Building separations. No portion of any principal structure shall be located less than 10 feet from any accessory structure as measured to the closest point.
8. Periphery boundary setback. No principal or accessory structure shall be located less than 25 feet from the peripheral boundaries of the development.
9. Maximum height. 40 feet.
10. Detached accessory structure requirements.
 - a) Shall not be located within any front yard setback;
 - b) Shall not be located within five (5) feet of any other accessory structure;
 - c) Shall not cover more than twenty (20) percent of any side or rear yard; and
 - d) The side or rear yard requirement for detached accessory structures shall not be less than five (5) feet.
 - e) Shall not be greater than 30 feet in height.



Signature (Owner or Authorized Applicant)

9-27-2023

Date

APPROVED BY:

UDO Administrator

Date



Laura Howell
President, Cades Cove Homeowners' Association
832 Cades Trail
Southport, NC 28461

October 10, 2023

Ms. Bonnie Therrian
City Manager
City of Southport
1029 N. Howe St.
Southport, NC 28461

Dear Ms. Therrian:

The Board of Directors of the Cades Cove Homeowners' Association is pleased to submit to you, Dorrie Dutton and Brady Herman our application to change the PUD for Cades Cove per the letter we received from Travis Henley in June. Specifically, we are seeking to change the neighborhood from "public" to "semi-private" for the immediate priority to place a gate at our entrance off Robert Ruark.

We also are providing a two-page explanation and rationale for this submission. We look forward to discussing this with City Staff, counsel, Planning Board and Board of Alderman.

We and our counsel are prepared to move forward with this request at your earliest convenience and welcome the chance to arrange an in-person meeting sometime this month.

With warmest regards.

Laura Howell
President, CCHOA

cc: Ms. Dorothy Dutton
Mr. Brady Herman
Mr. Rick Jones, CCHOA Vice-President



Cades Cove Homeowners' Association **PUD Modification Amendment Rationale**

The Cades Cove Homeowners' Association (CCHOA) requests to amend the PUD for our 99-home community, changing our streets' status from **public access** to **private**. We would like to **place a gate at the Robert Ruark entrance only**, with the Caswell entrance at Lord Thomas to remain open. Emergency vehicles will have total access through both entrances. We are seeking this modification to ensure **pedestrian safety** of our community, to **reduce the wear and tear** of our streets and the associated costs from cut through traffic.

REASONING

CCHOA would like to remain an active part of the Southport Community. For many years cut-through traffic has posed a pedestrian safety concern for our citizens, many of whom are seniors, and visitors (particularly grandchildren).

CCHOA has funded many steps to mitigate speed and cut through issues in our community. We have installed speed bumps and added stops signs to no avail. We've also consulted with Chief Coring on these matters.

HISTORY

Cades Cove was begun by Blake Family Builders in 2004. It was approved as a Planned Residential Development and the first houses were built in 2006. Through Blake and successor company Cardinal Builders, the streets were dedicated to the City in nine specific sections, each with a 15-year expiration. As of May 2023, four of those nine have expired without Southport taking any action to accept the streets. These include the ones at the Robert Ruark entrance and one at the terminus of Lord Thomas adjacent to the BHI/Indigo 2 property.

In 2013, Cardinal's posted bond with the City of Southport was for \$365,000. That bond was returned and replaced with a \$175,000 bond (from a different financial backer) for reasons unknown. This occurred without a stormwater inspection as seemingly suggested in Southport's UDO and without streets completed or fully paved. Cardinal Builders abandoned Cades Cove not long after the bond was reduced from \$365k to \$175k.

In 2016, residents took over management of the HOA. The remaining bond was used for stormwater and sinkhole repair, plus related expenses. Additionally, Cardinal had delinquent back taxes with Brunswick County of \$9,579.45 that the residents wound up paying.

In June 2018, the residents of Cades Cove approved securing a loan for \$400,000 to finish our streets and the myriad of other infrastructure projects that Cardinal Builders did not complete. Hurricane Florence hit in September of that year and caused the collapse of inferior stormwater pipes installed by Blake that

were the outflow of our storm water system from our retention pond to Cottage Creek. These repair costs absorbed the majority of the loan fund. We were only able to pave the entrance at Robert Ruark to the four-way stop at Lord Thomas. Cades Cove will be paying on this loan until 2026 without the remaining streets being repaired or paved.

FUTURE

Osprey Landing (200 homes) has been approved and its infrastructure is in place. The Main egress is onto Robert Ruark. More cut-through traffic is likely. Indigo Phase II is directly adjacent to Cades Cove and significantly exacerbates our concerns of still more cut through traffic and the consequential pedestrian safety of our residents, plus the resulting additive wear and tear of our streets. The expansion of 211 continues. With the four lanes becoming two where 211 meets Robert Ruark, additional cut-through traffic would appear likely.

WHERE TO NEXT?

On advice of counsel, CCHOA created an amendment to our Articles of Incorporation in August 2022 to make our streets common ground, allowing our Board to make assessments as needed. Ninety of 99 households participated in the vote with 83 voting in the affirmative and only 7 in the negative.

Our Infrastructure Team has met with multiple suppliers on gate design. We will likely employ a swing gate with codes that permit passage for emergency vehicles, delivery services and school buses. The area will permit passage for walkers and bicycles as we want to keep connectivity with the community. The Ruark entrance will be available for vehicular traffic for residents, guests, vendors and emergency vehicles. The Lord Thomas entrance at N. Caswell will remain fully open.

If the City approves our plan, we will submit building permits and work closely with City staff to make sure all municipal requirements are met, including Police and Fire Departments.

We look forward to working closely with City staff, Planning Board, and the Board of Alderman for what we believe to be a sensible proposal to help protect one of Southport's very important neighborhoods. Thank you.

Board of Directors, Cades Cove Homeowners' Association

Rick Jones, 2024 President, 914-714-5039, rickcadescove@gmail.com

Laura Howell, 2023 President, 703-483-1681, emma4h@gmail.com



Zoning Map Amendment

City of Southport, North Carolina

1029 N. Howe St, Southport NC 28461

www.southportnc.org

Planning & Inspections

Phone 910-457-7961 Fax 910-457-7957

For Staff Use Only

PERMIT No. _____ FEE: \$ _____ Date Received: _____

Applicant's Name: Cades Cove Homeowners' Association; Rick Jones, President 2024

Mailing Address: 407 Lord Thomas Avenue (HOA), 828 Cades Trail (Rick); City: Southport

State: NC Zip Code: 28461

Phone: 914-714-5039

Email: rickcadescove@gmail.com

Property Owner's Name: SAME AS ABOVE _____

Address of Owner: _____ City: _____

State: _____ Zip Code: _____ Phone: _____

Email: _____

Project Name: CADES COVE ZONING REVISION: public to private access _____

Project Address and/or Description of Location: _____

Parcel ID #: _____ Number of Lots: _____ Site Acreage: _____

Current Zoning District: _____ Proposed Zoning District: _____

A complete application for any amendment shall contain a description of the proposed zoning regulation or zoning map amendment. The application shall state in detail whether the proposed amendment is consistent with the CAMA Core Land Use Plan and any other officially adopted plan that is applicable. The application shall also give detailed evidence that the proposed amendment is in the interest and will benefit the general public and not solely be of benefit to the applicant; that the uses within the proposed zoning district are similar or comparable to the uses in the district as currently zoned, or that none of the uses permitted in the proposed zoning district may potentially adversely affect property values or the health, safety, morals, or general welfare of the residents of the surrounding area. Such application shall be filed with the Administrator to be processed in accordance with Section 2.7.D of the UDO.

The Planning Board and Board of Aldermen may consider the following when deciding: Impact on neighbors and neighborhood, traffic, environment, utilities, suitability of land, harmony with area, schools, economic impact, tax base increase, spot zoning created, road capacity, adequate infrastructure, community opinion, property values, consistency with the Land Use Plan, future land use map, jobs, public services, buffering requirements, environmental impact, site limitations, and consistency with plans and prior decisions. The Boards cannot consider ethnicity, income of future residents, owner vs. renter housing, or who the owner is when deciding.

If the proposed change would require a change in the zoning map, attach an accurate diagram of the property proposed for rezoning showing:

- A. Boundaries indicated as approximately following the centerlines of alleys, streets, highways, streams, or railroads shall be construed to follow such centerline;
- B. Boundaries indicated as approximately following lot lines, city limits, or extraterritorial boundary lines, shall be construed as following such lines, limits, or boundaries;
- C. Boundaries indicated as following shorelines shall be construed to follow such shorelines, and in the event of change in the shoreline shall be construed as following such shorelines;
- D. Where a district boundary divides a lot each part of the lot or tract so divided shall be used in conformity with the regulations established by this ordinance for the district in which said part is located, nor shall a change in lot line be construed to have modified a zoning district boundary;
- E. Where any street or alley is hereafter officially vacated or abandoned, the regulations applicable to each parcel of abutting property shall apply to that portion of such street or alley added thereto by virtue of such vacation or abandonment.
- F. Where any further uncertainty exists, the UDO Administrator shall interpret the intent of the map as to location of such boundaries.

Future Land Use Map Designation: _____

Is the proposed zoning consistent with the Land Use Plan? (Check One and Describe Below):

☒ **Yes** ☐ **No**

Also see attached Appendix with additional details and photographs.

Please describe the changing conditions in the area or in the City of Southport that makes the proposed amendment necessary to the promotion of the public health, safety and general welfare, or that identifies an obvious error in the zoning map based upon the zoning classification or current land use of surrounding properties. Also include an explanation on why the proposed zoning is or is not consistent with the Land Use Plan and other adopted plans (Attach separate sheet if necessary)

Cades Cove Homeowners Association wishes to change the zoning of our development from public to private. As the development evolved, the streets were dedicated to the city in nine separate 15-year dedications. By 2024, four of those nine have expired, including from the Robert Ruark entrance well past the four-way stop at Lord Thomas and the section of Lord Thomas whose terminus is adjacent to the BHI/Indigo Phase II property.

The developers abandoned Cades Cove in 2016 after receiving back \$190,000 of their \$365,000 bond to the City of Southport. This was done without having all the streets finished or having the stormwater system inspected by the City or State. The remaining \$175,000 bond was largely used by CCHOA to repair sinkholes in the stormwater system (and then repaving).

The residents agree to take over responsibility from the City, saving Southport valuable funds. In turn, we would like the opportunity to regulate the wear and tear on our streets, both currently from cut-through traffic, and in the future with the present development of Osprey Landing and eventually the Indigo II property. The expansion of 211 where 4 lanes go down to two at Ruark will likely exacerbate this problem.

We value being engaged members of the Southport community but look to gate our Robert Ruark entrance to achieve the goal of enhanced safety for residents and guests while reducing wear and tear on our roads.

In filing this Rezoning Petition, I hereby certify that I am authorized to submit this application and that all of the information presented in this application is accurate to the best of my knowledge, information, and belief.

Richard D. Jones

Signature (Owner or Authorized Applicant)

February 5, 2024

Date

APPROVED BY:

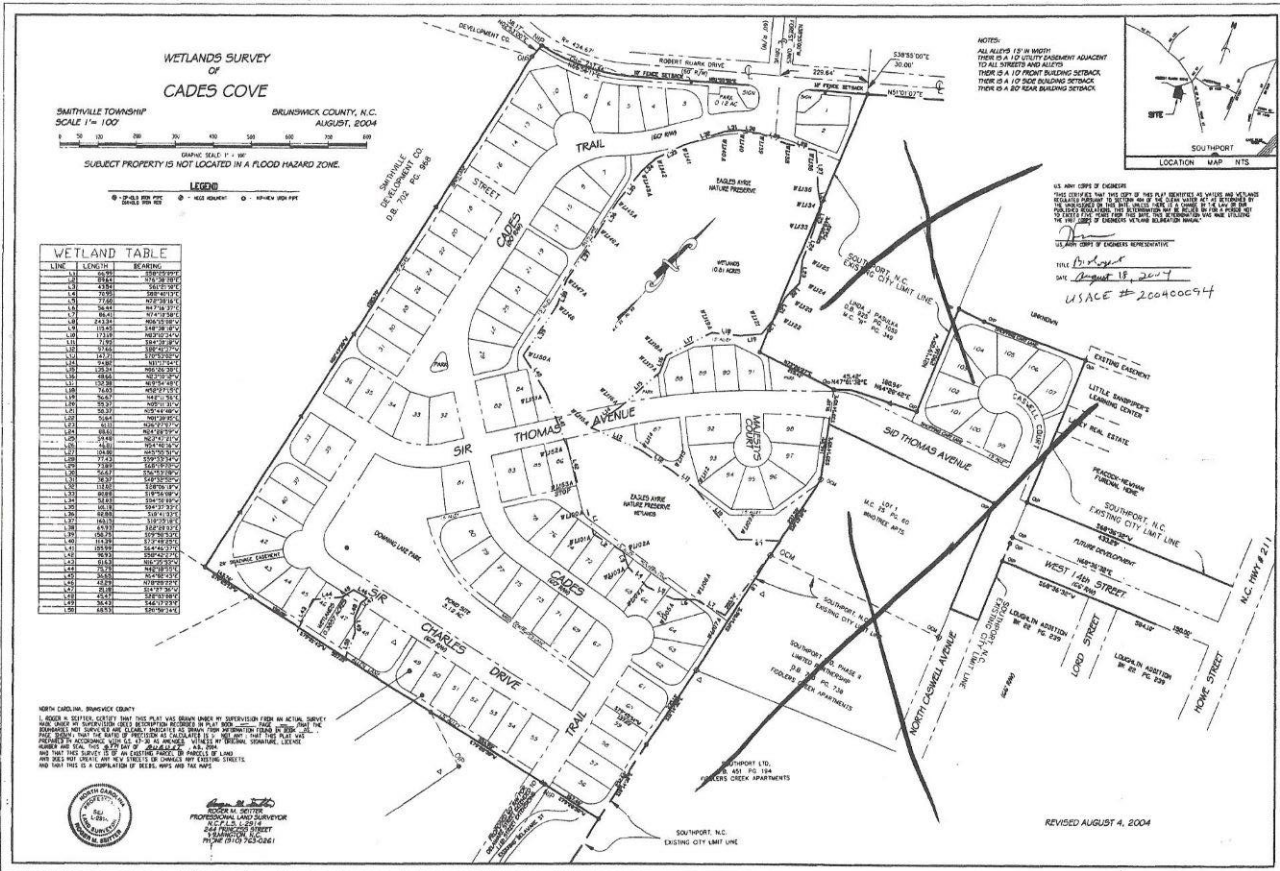
UDO Administrator

Date

CADES COVE PLAT PLAN 2004 GATE POSITION AT RUARK ENTRANCE (Top Center of Plan)

30 / 534

Brunswick County-Register of Deeds
Robert J. Robinson
Book 30 page 534
08/26/2004 02:44:05pm Rec'd 2599



map cabinet: 30 page: 534 2:44:05 p.m. 8/26/04 \$21.00 By



**Cades Cove Homeowners' Association
2024 Southport Zoning Amendment**

Appendix

February 5, 2024

INDEX

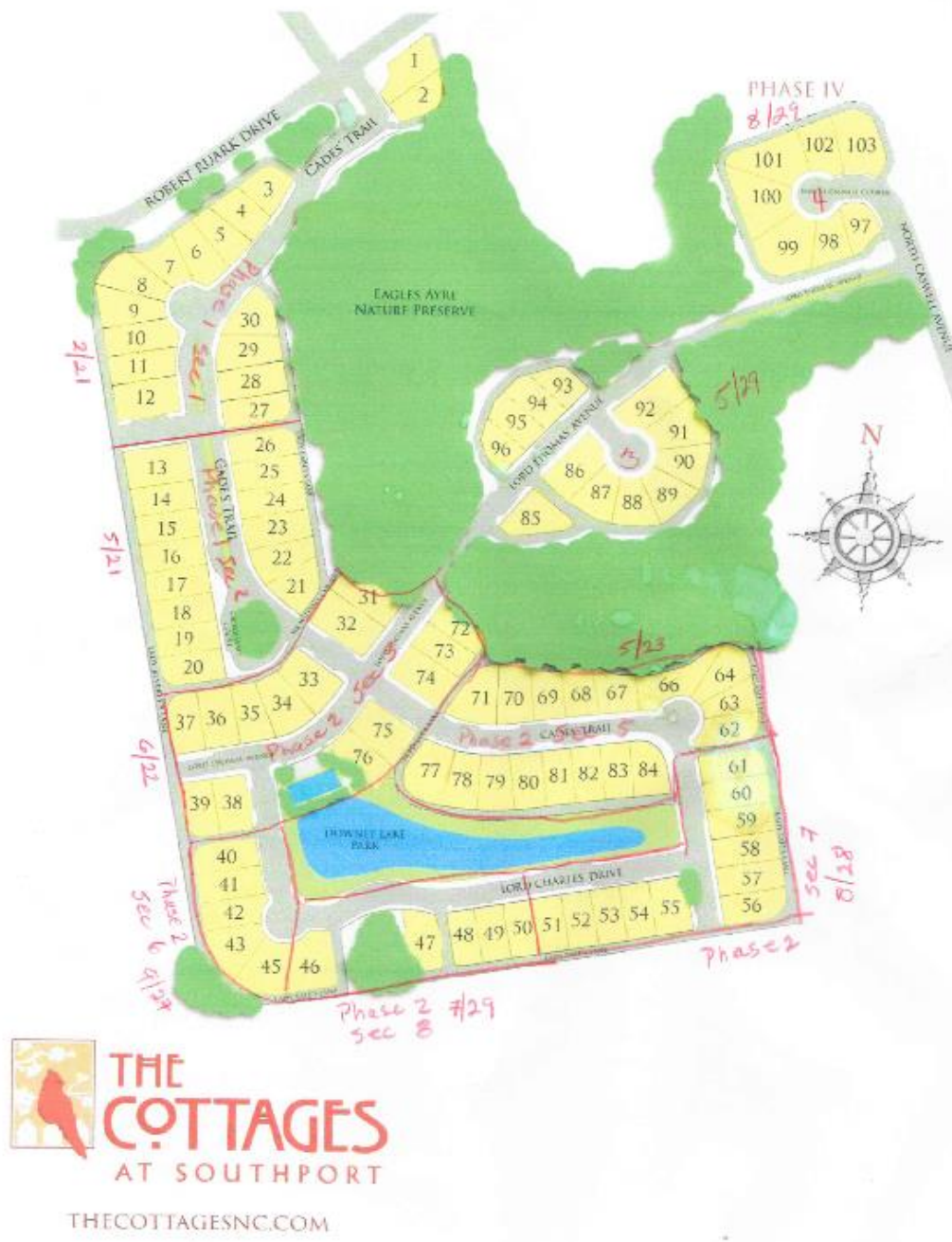
- 1) Cades Cove by Lot**
- 2) Nine street dedications with expiration dates**
- 3) Potential Gate Designs**
 - a. Home Place**
 - b. Old Southport**
- 4) Robert Ruark approach to Cades Trail, left turn lane**
- 5) Initial gate specifications, subject to change on final design and bids**
- 6) Entrance gate positioning**
 - a. From Ruark**
 - b. From Cades Trail**
- 7) Exit on to Ruark from Cades Trail**

CADES COVE BY LOT; COTTAGE BUILDERS' PUD AMENDMENT REMOVE ALLEYS IN PHASES III / IV



THECOTTAGESNC.COM

STREET DEDICATIONS
NINE PHASES



GATE EXAMPLES
HOME PLACE & OLD SOUTHPORT
(Final CCHOA design TBD zoning approval)



**ROBERT RUARK APPROACH TO CADES TRAIL
APPROXIMATELY 110 FEET OF LEFT TURN LANE
(Transponder on pillar to left)**



INITIAL GATE SPECIFICATIONS

(Will be finalized on final bids, submitted for building permit)

PHOTOS TO FOLLOW:

- Entrance and exit each measure approximately 26 feet, separated by a 19' area of foliage and the entrance pillar.
- The distance from each external pillar to the pavement is 17.5 feet comprised of matching fencing with possible swing gate for pedestrians and bicycles.
- The entrance gate is about 60 feet from Ruark; the exit approximately 30 feet.
- View of entrance from Ruark:
 - B represents 2 inward swinging 5' high electric gates.
 - B-C shows matching fence from gate to front of entrance.
 - C-D is the fence and gate from pavement to pillar.

DETAILS:

- Gates will both swing inward, due to positioning of power sources.
- Gates will be operated by homeowners and necessary personnel via long range remotes, basically the same as garage door openers.
- There will also be keypad consoles to enter 4-digit codes on both the entrance and exit.
- The gate we ultimately select will be equipped with emergency sensors so first responders can enter without delay.
- Delivery services and school buses can receive remotes or special codes as they prefer. Final gate specs will be subject to review by City Staff, Fire and Police.

GATE POSITIONING RUARK ENTRANCE
View from Ruark, center island at left



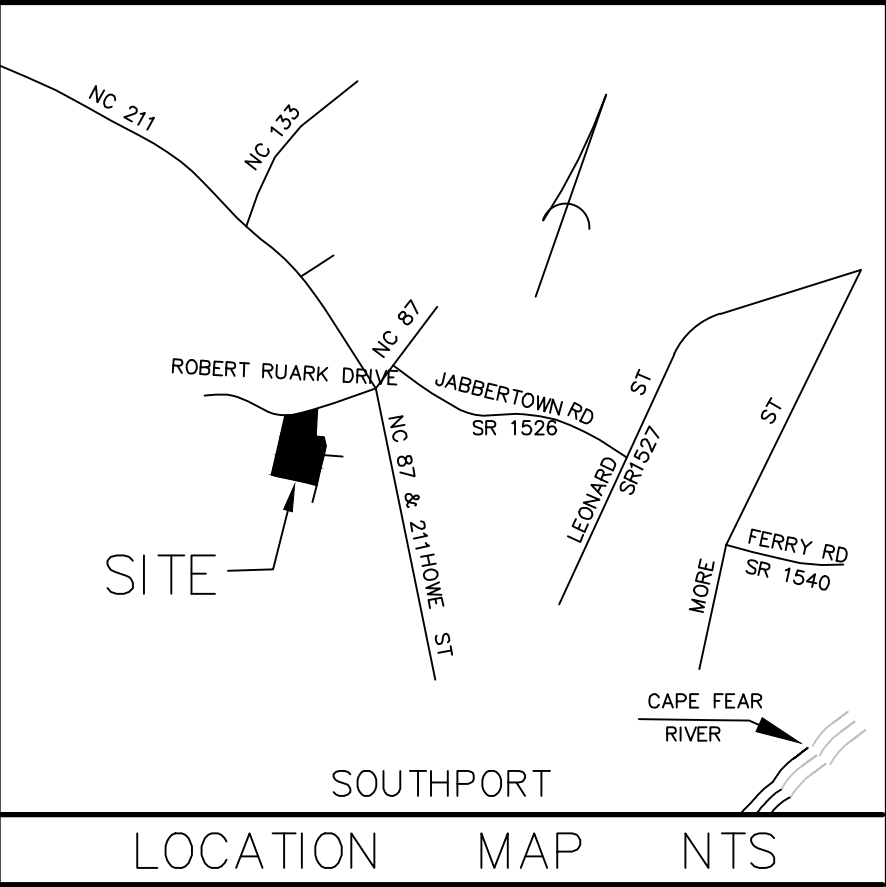
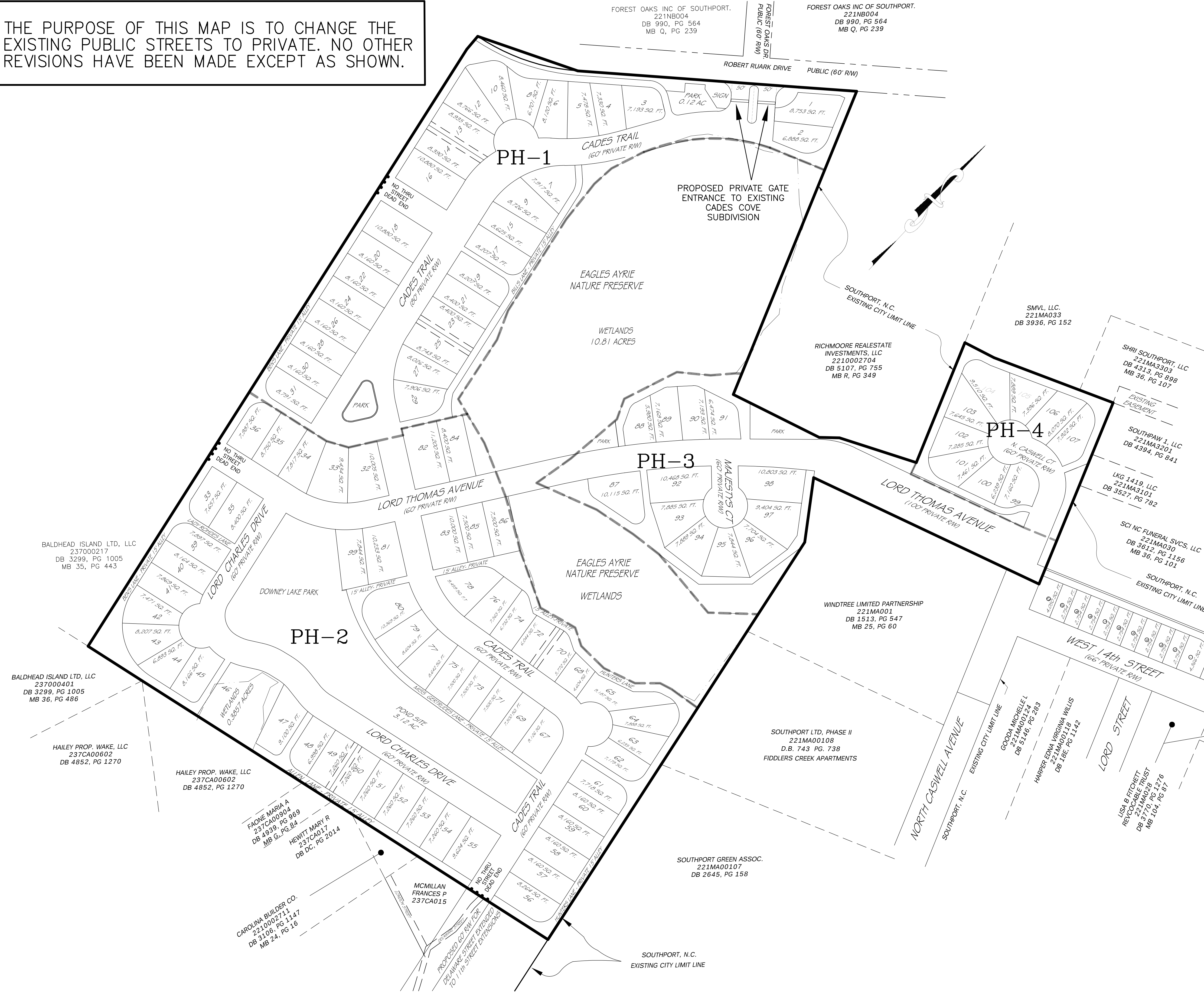
View from Cades Trail
(center island at right, then exit)



EXIT ON TO RUARK FROM CADES TRAIL



THE PURPOSE OF THIS MAP IS TO CHANGE THE EXISTING PUBLIC STREETS TO PRIVATE. NO OTHER REVISIONS HAVE BEEN MADE EXCEPT AS SHOWN.



RIGHT OF WAY DEDICATION REVISION CONCEPT EXHIBIT

CADES COVE

RIGHT OF WAY DEDICATION REVISION CONCEPT EXHIBIT

SMITHFIELD TOWNSHIP	BRUNSWICK COUNTY	NORTH CAROLINA
OWNER: CADES COVE HOA ASSN. INC. C/O PRIESTLY MANAGEMENT ADDRESS: P.O. BOX 4408 GREENSBORO, NC 2704-4408	DESIGNED: TLL	
PHONE:	DRAWN: TLL	
	APPROVED: JHF	
	DATE: 6/7/2024	
	SCALE: 1" = 100'	
	SHEET 1 OF 1	

STROUD ENGINEERING, P.A.
102-D CINEMA DRIVE
WILMINGTON, NORTH CAROLINA 28403
(910) 815-0775 (910) 815-0593 FAX



Cades Cove – Condition of Streets

The streets in Cades Cove meet or exceed the standard found in Southport streets. In 2018, the City Manager and City Planner (Bruce Oakley and Thomas Lloyd at the time) indicated that the streets in our Phase III and IV (Majesty's Court, Lord Thomas and No. Caswell Court) were acceptable to the City should the City decide to accept the streets (which they did not).

As mentioned in our PUD amendment submitted in October 2023, Cardinal Builder's posted bond with the City of Southport in 2013 was for \$365,000. That bond was returned and replaced with a \$175,000 bond (from a different financial backer) for reasons unknown. This occurred without a stormwater inspection as seemingly suggested in Southport's UDO and without streets completed or fully paved. Cardinal Builders abandoned Cades Cove not long after the bond was reduced from \$365k to \$175k.

The remaining bond balance was used largely for stormwater and sinkhole related expenses, not paving. All expenses were approved by the City Planner.

In 2018, CCHOA secured a \$400,000 line of credit in order to finish the infrastructure items not completed when the developer abandoned Cades Cove. Over half of this money went to stormwater related issues, largely because of Hurricane Florence damage (sinkholes, replacement of the stormwater outflow pipe from Downey Lake toward the Cottage Creek outflow, alley repaving).

Once the stormwater damage was repaired, we spent over \$150,000 to pave Cades Trail from the Robert Ruark entrance to the 4-way stop at Lord Thomas. Our Board believes the quality of paving of the section of Cades Trail from the Ruark entrance to Lord Thomas is superior to most of the streets in the City, with the likely exception of the recent paving of Howe Street. Insufficient funds remained to pave the balance of Cades Trail or Lord Charles.

After these expenses, all subsequent Boards believed that we should not be held accountable to pave the balance of the streets as a) Southport returned \$190,000 in bond to the developer who abandoned us and b) we have no control over the wear and tear of our streets.

In conclusion, Cades Cove has shown great resolve in maintaining and enhancing the quality of our neighborhood. We look forward to finishing paving the balance of our Phase II section once Southport gives us the right to control the wear and tear on our streets. It will be at the same quality level of the rest of the neighborhood.

May 2024



Cades Cove (CCHOA) – Financial Accountability

Cades Cove homeowners assumed responsibility from our developers in 2016, just prior to Cottage Builders abandoning this development, unfinished. Among our first orders of business was to commence creation of a Reserve Study that looked at our future infrastructure needs, including finishing what the developer did not, as well as maintaining our first-class neighborhood well into the future.

Our first Reserve Study development was led by William Veno, a recently retired Cades Cove resident who spent his career in economic forecasting and analytics, largely in the energy sector. He holds master's degrees from both Dartmouth and Columbia. He was assisted by two other residents, one a retired Colonel from the U.S. Army Corps of Engineers and the other an analytics and engineering expert who worked for both Lockheed Martin and the National Bureau of Standards.

Mr. Veno continues to oversee and maintain the Reserve Study's analytical tools and the assessment of their implications for CCHOA over the next 20 years, hand-in-hand with our Infrastructure Committee.

Additionally, our initial Board of Directors commissioned an independent, third-party Transition Study by Raleigh-based Criterium-Giles Engineers who have conducted many of these studies for homeowners' associations across North Carolina. The Giles Study confirmed the forecasts by Mr. Veno and our Board.

CCHOA created and manages both Operating and Reserve budgets and bank accounts. Both are funded by monthly assessments (dues) paid by our 99 homeowners as well as fees when a house sells in Cades Cove. We also have occasional special assessments. Our current monthly dues are \$177/household allocated as follows: Operating \$108, Reserve \$18, Loan Service \$51.

In 2018, CCHOA secured a \$400,000 line of credit from North State Bank. Our accounts receivable was used as collateral. The HOA has successfully been paying down the LOC and will be completely paid off in May 2026. Our annualized payment is just over \$61,000. While future Boards may decide differently, the current strategic plan is that those funds, post-May 2026, will be directed to building up our Reserves.

Should the Aldermen approve our privatization initiative, it is likely that the costs of gating and the final paving of our Phase II will be funded largely through a special assessment among residents until the anticipated 2026 increase in our reserve funds. We will tighten up the funding requirements once final design and competitive bids are received for these two initiatives.

June 2024



**City of Southport Planning Board
Statement of Plan Consistency and Zoning Recommendation
(As per NC General Statute 160D-604)**

When conducting a review of proposed zoning text or map amendments pursuant to this section, the planning board shall advise and comment on whether the proposed action is consistent with any comprehensive plan that has been adopted and any other officially adopted plan that is applicable. The planning board shall provide a written recommendation to the governing board that addresses plan consistency and other matters as deemed appropriate by the planning board, but a comment by the planning board that a proposed amendment is inconsistent with the comprehensive plan shall not preclude consideration or approval of the proposed amendment by the governing board.

AMENDMENT: ZMA 24-02

STATEMENT OF CONSISTENCY AND RECOMMENDATION:

The City of Southport Planning Board hereby recommends **denial** of the proposed Zoning Map Amendment to the Board of Aldermen and finds that it is inconsistent with the City's 2014 CAMA Core Land Use Plan originally adopted Nov. 13, 2014 and subsequently amended by the Southport Board of Aldermen and not reasonable due to the size, physical conditions, and other attributes of the area and is not in the public interest for the amendment.

The statement and motion was seconded and passed Oct. 17th, 2024



Tanya Shannon, Deputy City Clerk



Sue Hodgins, Chairman



**City of Southport Board of Aldermen
Statement of Plan Consistency
(As per NC General Statute 160D-605)**

When conducting a review of proposed zoning text or map amendments pursuant to this section, the Board of Aldermen shall approve a statement describing whether the proposed action is consistent or inconsistent with any comprehensive plan that has been adopted and any other officially adopted plan that is applicable.

**AMENDMENT: ZMA 24-02 – Cades Cove Rezoning and Planned Unit
Development Master Plan Modification**

STATEMENT OF CONSISTENCY AND RECOMMENDATION:

The City of Southport Board of Aldermen hereby **ADOPT** the proposed Zoning Map Amendment and Master Development Plan Modification and find that it is consistent with the City's 2014 CAMA Core Land Use Plan originally adopted Nov. 13, 2014 and subsequently amended. More specifically, the proposed amendment is consistent with **Policy 2.4:** Southport will permit residential development to occur in response to market needs provided the following criteria are met: 1) Due respect is offered to all aspects of the environment. and 2) Concurrent planning for improvements to community facilities, infrastructure, and services provided. Further, the proposed text amendment is reasonable due to the size, physical conditions, and other attributes of the area.

The statement and motion was seconded and passed _____.

Noah Saldo, City Clerk

Richard Alt, Mayor



**City of Southport Board of Aldermen
Statement of Plan Consistency
(As per NC General Statute 160D-605)**

When conducting a review of proposed zoning text or map amendments pursuant to this section, the Board of Aldermen shall approve a statement describing whether the proposed action is consistent or inconsistent with any comprehensive plan that has been adopted and any other officially adopted plan that is applicable

**AMENDMENT: ZMA 24-02 – Cades Cove Rezoning and Planned Unit
Development Master Plan Modification**

STATEMENT OF CONSISTENCY AND RECOMMENDATION:

The City of Southport Board of Aldermen hereby **DENY** the proposed Zoning Map Amendment and finds that it is inconsistent with the City's 2014 CAMA Core Land Use Plan originally adopted Nov. 13, 2014 and subsequently amended and not reasonable due to the size, physical conditions, and other attributes of the area.

The statement and motion was seconded and passed _____.

Noah Saldo, City Clerk

Richard Alt, Mayor



BOARD OF ALDERMEN

AGENDA ITEM SUMMARY

DATE: 11/14/2024

DEPARTMENT: Public Works

PRESENTED BY: Tom Stanley- Public Works Director

ITEM SPONSORED BY: Public Works

ITEM/TOPIC: Stormwater System Cleaning and CCTV

COST: NTE \$90,000 (Potential FEMA reimbursement)

BUDGET LINE ITEM: 23-23-7300-5800

JUSTIFICATION: This contract allows for the cleaning and CCTV of existing city storm drain infrastructure to aid in water flow and identify areas of breaks, offset joints, root intrusion and other failures. After getting full report, it may make it easier to attain for grants for mitigation.

IMPACT IF NOT APPROVED: City will not know the full condition of storm water system and may miss out on grant opportunities and system will not be cleaned as efficiently if left for city staff to do.

DEPARTMENT HEAD COMMENTS: This contract will be an extremely vital component along with our storm water mapping to assist the city potentially attaining grants to improve its storm water system.

ATTACHMENTS: Budget Amendment, Contract with SR&R Environmental

REQUESTED ACTION: Approve storm water cleaning and CCTV contract on consent agenda.

PROPOSED MOTION: Award contract to SR&R Environmental using budget amendment of capital project funding.



CITY OF SOUTHPORT, CLEANING AND TELEVISIONING OF STORM SEWERS

PREFACE

The following discussion follows the information provided by Mr. Tom Stanley, Public Works Director for the City of Southport and related to the need for cleaning and camera inspection of Storm Sewers located within the City limits. This presents the position of SR&R Environmental (SR&R) as it relates to technical qualifications and capabilities.

This discussion is being prefaced with the following frank and concise statement:

SR&R has been a long-standing provider of professional services in the southeast. Since its founding in 1991 (originally operating under the name Southeast Response and Remediation), the primary business of SR&R Environmental has revolved around service requirements which are in close harmony to the requirements of the City of Southport. We cut our teeth on emergency response, initially providing spill response and containment for marine services in the Wilmington harbor area, migrating naturally to spill response, containment and disposal coordination for "on land" events, and then into the public and private sector markets, providing a broad diversity of industrial services including intensive cleaning and Inspection programs for sanitary and storm sewer lines, tanks, steam generators, marine vessels, and process areas, with a concentration on vacuum truck, excavation, and hydro-blasting techniques. Today our operations are centered in the eastern Carolinas, but effectively cover a four-state geography ranging from Virginia in the north to Georgia in the south.

SR&R Environmental has grown to be a major provider of environmental services in our region and is especially recognized in our local eastern North Carolina market area. Our partial list of satisfied clients in the local public and private sector include:

- ❖ Marine Corp Base Camp Lejeune and Air Station New River
- ❖ Military Ocean Terminal Sunny Point
- ❖ Marine Corp Air Station Cherry Point
- ❖ Fort Bragg
- ❖ Seymour Johnson Air Force Base
- ❖ United States Coast Guard (multiple docking locations along the east coast), plus annual BOA for emergency response efforts



- ❖ North Carolina Department of Transportation (regional Hazardous Materials and Waste Services contractor)
- ❖ General Electric Hitachi
- ❖ Cape Fear Public Utility Authority
- ❖ Archer Daniels Midland
- ❖ Kinder Morgan
- ❖ Duke Energy
- ❖ Fort Jackson, Columbia SC

With our work among high-profile and sophisticated clients, we are unique in our ability to secure broad professional insurance coverage which typically far exceeds the limits set by our market.

Finally, we pride ourselves in providing services professionally at competitive pricing, but will not sacrifice or cut corners on safety procedures. All personnel receive Hazardous Waste Operations and Emergency Response (HAZWOPER) training, and many personnel also hold a long list of other training credentials including, but not limited to, First Aid, CPR, Confined Space, Confined Space Rescue, Excavation Safety, Hydroblast fundamentals, and Commercial Driver Licensing. As a Company, we also are credentialed by both the ISNetWorld and Avetta safety compliance and monitoring programs, and have received the Five-Star Safety Award from the Greenpoint Group.





APPROACH TO PROJECT

A. Program Management

SR&R will approach this project with the same diligence and professionalism with which it approaches any project for its many satisfied clientele. Specifically, we would plan the services in the following manner after award:

- ✓ Conduct an in-house project kick-off meeting with senior management personnel [program development, operations manager, executive officer, administrative manager, and senior field supervisor(s)] to insure all the details of the client requirements are fully understood and implemented from Day One in the execution of the task.
 - Review of technical requirements
 - Equipment and staff assignments
 - Health & Safety
 - Administrative requirements
- ✓ From this point going forward, the Operations Manager will have primary responsibility for implementing the project requirements, including, but not necessarily limited to:
 - Equipment scheduling
 - Field Staff scheduling
 - Directing invoice procedures

B. Understanding of the Program Requirements

In short summary, the objective of this program is to provide cleaning and televising of Storm Sewers.

C. Equipment and Staff Utilization

SR&R employs trained and certified personnel with normal and customary training related to the environmental concerns of our business. This includes, but not necessarily limited to, sewer line cleaning and CCTV inspection, tank cleaning and sediment removal, loading and unloading techniques, industrial cleaning practices, spill prevention procedures, spill containment procedures, emergency response policies, record keeping, and above all, client service. All of SR&R's CCTV Technicians are NASSCO PACP Certified in recording pipe deficiencies.

- ✚ Mobilize equipment to the City of Southport.
- ✚ Equipment will include one of SR&R's combo-truck sewer cleaning systems (Vactor or equal) equipped with a variety of sewer cleaning nozzles, one of our EnviroSight CCTV camera systems, service truck.
- ✚ The crews will include a lead field supervisor, plus trained and certified technicians.

- ✚ SR&R's field supervisor will first meet with the Client's site representative to review the project.
- ✚ Work will commence to clean and inspect the storm lines as defined in a site drawing provided by the City of Southport.
 - All CCTV inspections will be performed in accordance with NASSCO standards by a PACP-certified operator.
- ✚ Standard inspection data will be presented in electronic format on a thumb drive or cloud storage within hours of completing that day's assignments.

Assumption:

- ✚ All of the site activities shall have free and unencumbered access to the work area(s).
- ✚ Assumptions are further made that
 - (a) the cleaning crew will have access to a hydrant with backflow preventer central within the project boundaries to recharge day tanks as needed, at no cost to SR&R, and
 - (b) a site local (< 2 miles) from the project central shall be identified to legally dump spoils, at no cost to SR&R.
- ✚ Access for equipment to perform work under its own power.
- ✚ If equipment becomes lodged in the pipe due to its condition and under no fault of SR&R the cost of removing the equipment will be the responsibility of the owner.
- ✚ SR&R would request a secure parking area to park the equipment at the end of the day, and over the weekend if needed.
- ✚ City to assist in locating of structures if needed.
- ✚ Pricing includes up to three complete passes with the jetter, if after three passes the storm sewers still have too much material in them for camera inspection it would be deemed as heavy cleaning. Heavy cleaning costs are listed in the commercial terms of this proposal.
- ✚ Root or mineral removal is not a part of this proposal. If roots or mineral deposits hinder the forward motion of the camera the line will be televised from the opposite direction.

D. Project Administration

Many organizations may believe that project administration basically just revolves around an invoice, but at SR&R we recognize that complete project administration involves ensuring that all program deliverables are accurate and complete. To that end, our in-house project kick-off meeting will concentrate on the structure and format of all deliverables.



COMMERCIAL PROPOSAL

- Based on the scope outlined above, we have compiled the following fees to complete this assignment and are proposed in accordance with SR&R standard terms and conditions of service, including payment terms of Net 30 Days following Monthly Invoicing.

Cleaning and Televising of Storm Sewer Lines.....\$7.00/LF.

Heavy Cleaning.....\$777.00/HR.

Total Cost of cleaning and camera inspection not to exceed \$89,500.00.

I have read the above proposal and SR&R has the authority to perform the work.

Name: _____

Title: _____

Date: _____

POINTS OF CONTACT:

Proposal Q&A and Contract Negotiations

Richard Smith
Cell 910-777-152
Email rsmith@srrenviro.com

Administration and Documentation

Cindy Meadows
Office 800-310-6757
Email cindy@srrenviro.com



**Budget Amendment
Fiscal Year 2024-2025
Budget Amendment 4
NC PTC 8-DR-4837-NC**

WHEREAS on September 16th, 2024, NC PTC 8 possibly caused damage to the Stormwater System for the City of Southport due to a large amount of rain in a short period; and

WHEREAS the stormwater system provides water removal for the city and mitigates potential flooding; and

WHEREAS the Federal Emergency Management Agency (FEMA) offers funding programs authorized by FEMA declaration DR-4837-NC for which the City may apply to improve its Stormwater System; and

WHEREAS such application requires the City to first clean, inspect, and document the state of the Stormwater System; and

WHEREAS neither the costs nor funding related to cleaning and inspecting the city stormwater system were included in the approved 2024-2025 budget; and

WHEREAS the City possesses sufficient Fund Balance reserves to perform the necessary cleaning, inspecting, and documenting:

NOW THEREFORE BE IT ORDAINED, by the Board of Aldermen of the City of Southport, North Carolina, that the annual budget ordinance for fiscal year 2024-2025 shall be amended as follows:

Revenue	Increase
Appropriated Fund Balance	\$90,000.00
23-23-3991-0000	

Expenditures	
Capital Outlay-Capital Improvements	\$90,000.00
23-23-7300-5800	

Adopted by the Southport Board of Aldermen in regular session, November 14th, 2024.

Rich Alt
Mayor, City of Southport

Noah Saldo
City Clerk



BOARD OF ALDERMEN

AGENDA ITEM SUMMARY

DATE: 11/14/2024

DEPARTMENT: Public Works

PRESENTED BY: Tom Stanley- Public Works Director

ITEM SPONSORED BY: Public Works

ITEM/TOPIC: City Building Roof Replacement – Building Assessment

COST: \$79,815.00

BUDGET LINE ITEM: 23-23-7300-5800

JUSTIFICATION: Indian Trail Meeting Hall and the Parks & Recreation Building are in need of roof covering replacements as identified in the HiCaps building assessment project. (estimated at \$22,750)

The city gym was to have interior remodeling (\$75,000 budgeted), but roof leaks were identified prior. The decision was made to spend monies for roof replacement in lieu of interior work. Remaining funds can be used for some interior work.

IMPACT IF NOT APPROVED: Building roofs will continue to deteriorate and potentially cause water damage and rot.

DEPARTMENT HEAD COMMENTS: Roof replacement is the first defense in keeping the building water resistant and should be completed as stated.

ATTACHMENTS: Roof replacement proposal by Elevate Roofing & Exteriors.

REQUESTED ACTION: Approve roofing contract.

PROPOSED MOTION: Award roofing contract to Elevate Roofing & Exteriors using budgeted capital project funding.



ESTIMATE

DATE: 9/2/2024
 ESTIMATOR: Stu Graham
 CONTACT #: (252) 327-3891

To: City of Southport
 Owner/Rep: Tom Stanley

City/State/Zip Southport, NC 28461
 Phone: (910) 457-7935

ITEMIZED ESTIMATE: LABOR AND MATERIALS		AMOUNT
ARCHITECTURAL SHINGLE ROOFING SYSTEM SCOPE OF WORK The removal of all existing shingles including all disposal fees. The removal and replacement of any damaged or rotten decking (\$85 per sheet.) The installation of synthetic roofing felt over entire roofing surface. The installation of ice and water shield in all valleys and around penetrations. The installation of drip edge on the perimeter of the roof. The installation of starter shingles along entire roofing perimeter. The replacement of all pipe boots and removal of any accessories not in use (turbines, power vent, etc.) The installation of the proper ventilation system in appropriate areas to ensure proper air flow. The installation of Architectural Shingles over entire roofing surface. The installation of ridge cap shingles on all ridges and hips on the roof.		
SOUTHPORT CITY GYM - 215 N. ATLANTIC AVE. Front shed roof only.		\$1,436
PARKS AND RECREATION CENTER - 209 N. ATLANTIC AVE. Total re-roof.		\$10,875
INDIAN TRAIL MEETING HALL - 113 W. MOORE ST. Total re-roof.		\$7,824
PAYMENT TERMS: 50% deposit due prior to job, final 50% due upon completion.		
TOTAL ESTIMATED JOB COST		\$20,135.00

Homeowner/Owner/Company Representative/Date

Elevate Roofing Representative/Date



**Elevate Roofing and Exteriors-
Commercial**

375 Chalk Maple Road,
China Grove, NC 28023
Phone: 800-977-6638

Fax: 888-789-1469

Company Representative

Stu Graham
Phone: (252) 327-3891
stu@roofwithelevate.com

09/17/2024

City Gym / City of Southport
City of Southport
215 North Atlantic Avenue
Southport, NC 28461
(910) 457-7935

Job: City Gym / City of Southport

Roofing Section

TPO layover

Based on our interpretations of the supplied plans and drawings we recommend the following scope of work.

- Install 1/2" recovery board over the existing roof.
- Install 60 mil TPO membrane manufactured by GAF. Membrane will be fully adhered to parapet walls and mechanically fastened to the wood deck per manufacturer specifications for wind uplift and warranty purposes.
- Install all flashings, boots, pitch pockets and terminations as specified by the manufacturer.
- Install termination bar on eaves and rakes.
- Install membrane walkpad protection as shown on drawings.
- The installation will qualify the roof to be approved for GAF 20 year membrane warranty and 5 year labor warranty.

TOTAL

\$59,680.00

Company Authorized Signature

Date

Customer Signature

Date

Customer Signature

Date



**CITY OF SOUTHPORT
BOARD OF ALDERMEN
REGULAR MEETING
223 E. BAY STREET
October 7, 2024
9:00 AM**

Minutes

Present: Mayor Rich Alt, Mayor Pro-Tem Rebecca Kelley, Aldermen Karen Mosteller, Lowe Davis, Robert Carroll, Frank Lai, and Marc spencer.

Staff: City Manager Stuart Turille, City Clerk Noah Saldo, Public Information Officer ChyAnn Ketchum, Fire Chief Charles Drew, Parks and Recreation Director Heather Hemphill, Energy Manager Larry Ditton, Planning Services Director Maureen Meehan, City Engineers Bob Jarvis and Tom Zilinek, Deputy Fire Marshal Brian Kolhoff.

- A.** Mayor Alt called the meeting to order at 9:00 A.M.
- B.** The invocation was given by Aldermen Reverend Davis.
- C.** Mayor Alt led the Pledge of Allegiance.
- D.** No one was signed up for public comment.

E. Approval of Agenda

A motion was made by Aldermen Carroll to remove item F. 5 Electric Vehicle Charging Station Proposal to allow for further work on the item. Seconded by Aldermen Mosteller.

Aldermen Davis asked what further work was needed.

Aldermen Carroll stated in his opinion they were not the correct chargers or proposed in the correct location.

Mayor Alt stated there were also some questions regarding the figures in the proposal.

Unanimous Vote; Motion Carried.

Mayor Pro-Tem Kelley made a motion to approve the agenda as amended, seconded by Aldermen Carroll.

Unanimous Vote; Motion Carried.

F. Agenda

1. Follow-Up Discussion on RPO projects, process and timetable

Planning Services Director Maureen Meehan gave a presentation on the Rural Planning Organizations Projects, and timetable. Ms. Meehan stated that the RPO in partnership with the NC Department of Transportation identify and prioritize local transportation projects within our division. Ms. Meehan stated this takes place every two years with the current project prioritization from 2026-2035 which local governments submitted in 2022-2023.

Mayor Alt stated that there will be upcoming meetings with regional leaders to vote on the prioritization of projects. He also stated that funding is limited for any projects that may be prioritized.

Aldermen Davis asked that whatever projects are approved in this cycle would likely not get funding for years.

Ms. Meehan stated that is correct there are many different timetables and steps even outside of the funding piece.

Aldermen Davis stated she thought she heard it could take as much as 10 years.

Ms. Meehan stated it depended on the scale of the project.

Mayor Alt stated some projects could take that long because of financing and there are some large projects that tend to get more money. There are small projects around our region that also need funding. Mayor Pro-Tem Kelley stated the 211 widening project is still on the list to be funded.

Mayor Alt stated the RPO is creating a legislative package with one item being evacuation route having more points in the prioritization process.

Aldermen Mosteller pointed out when we were able to submit projects the city did.

Aldermen Lai stated this is mainly a wish list of projects which may or may not come.

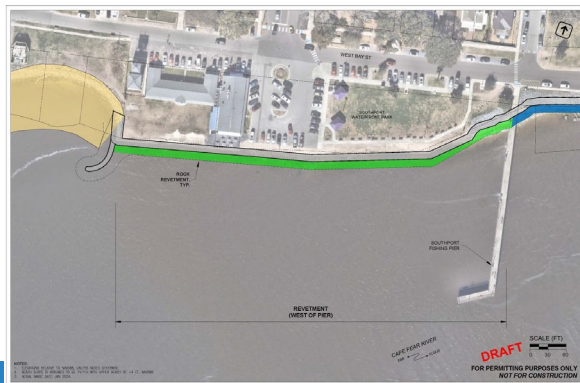
Aldermen Spencer stated he is going to continue to talk about these projects as we can't wait years with the growth in Southport.

2. Update on the Shoreline Stabilization Project

City Engineer Bob Jarvis gave the following presentation on the Shoreline Stabilization Project:



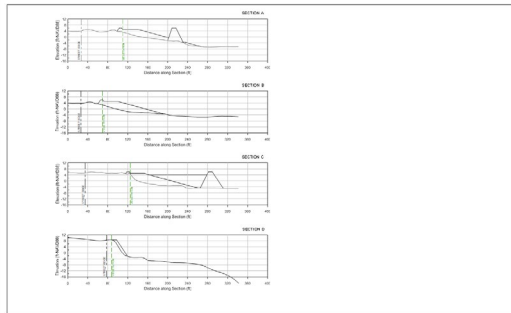
Revetment Construction



Revetment Enhancement



Cross Sections



Project Permitting

- State Review Agencies
 - Department of Administration, State Property Office
 - Department of Cultural Resources, Division of Archives and History
 - Department of Commerce, Division of Community Assistance
 - Department of Transportation, Division of Highways
 - Department of Environment and Natural Resources
 - Division of Environmental Health
 - Division of Water Quality
 - Division of Land Resources
 - Division of Marine Fisheries
 - Division of Water Resources
 - Wildlife Resources Commission
- Federal Review Agencies
 - Army Corps of Engineers
 - Environmental Protection Agency
 - National Marine Fisheries Service
 - Fish and Wildlife Service

Shoreline Improvements (Examples)



Sand Beach / Breakwaters



Revetment

Aldermen Carroll asked about the emergency repair infrastructure for phase one. Mr. Jarvis stated he expects the emergency repairs to be removed and reused. Mayor Alt asked if the agency's that the city will need to work with if that process is linear. Mr. Jarvis stated that the work can be done simultaneously. Aldermen Mosteller asked if the \$5 Million budget would pay for all three phases or just the first phase. Mr. Jarvis stated the consultants imagined all three phases for just over \$5 Million, there is a construction contingency built into the budget depending on the bid process. Aldermen Spencer asked if the property owned by private residence would allow for anything to be built on those sections. Mr. Jarvis stated No the easements will be very specific to this project.

3. Stormwater Discussion

City Engineer Tom Zilinek gave a presentation on the city stormwater system.

Mr. Zilinek stated during the Potential Tropical Storm #8 the stormwater system did not fail. Mr. Zilinek stated that the system was inundated with water beyond the system capacity. The storm delivered 20 inches of rain in 12 hours. During Florence there was 27 inches of rain over four days, and during Debby there was 10 inches over three days. The system is designed to handle a 25 year storm PTC #8 was a 1,000-year storm. Mr. Zilinek stated the city is taking several steps going forward related to the stormwater system. Mr. Zilinek stated that the city had received a grant from Golden Leaf to map and model the stormwater system and make recommendations for improvements. Many current stormwater

pipes are only rated for a two-year storm. The public works department have identified areas of improvement which they have fixed to help the system. Mr. Zilinek is working with public works to come up with a maintenance plan for the stormwater system. Once the stormwater mapping plan is completed the city will begin looking for grants and other funding sources to implement the recommended improvements. Mr. Zilinek stated that there could also be some improvements made to the city's unified development ordinance (UDO) to help with the system going forward.

Mayor Pro-Tem Kelley stated having public works be able to take care of some of these maintenance issues will have a great impact on the system.

Aldermen Davis asked if Mr. Zilinek is going to be bringing forth recommended changes to the UDO.

Mr. Zilinek stated that he is currently working with the planning department to draft these changes.

Aldermen Mosteller asked if the city was able to have stricter stormwater pond regulations than is required by the state.

Mr. Zilinek stated yes, that currently in the UDO it states developers must follow the city's guidelines.

Aldermen Davis asked if stormwater ponds need to be bigger or deeper.

Mr. Zilinek stated it could be a combination of things.

Aldermen Lai asked if the city could require additional stormwater ponds.

Mr. Zilinek states we couldn't require additional ponds for past developments but could going forward.

Aldermen Davis asked if there was an idea of how many retention ponds in the city had been a problem during the storm.

Mr. Zilinek stated he was not aware of the number, but most were likely due to the design standards of a 50-year storm versus the 1,000 year storm we had.

Aldermen Spencer asked if a city takes over a subdivision and has a stormwater system could the city tie into developments stormwater system.

Mr. Zilinek stated it's something we would need an attorney's opinion because the endpoint is not the city's responsibility.

Aldermen Spencer stated he believes the system did fail.

Mr. Zilinek stated when a system fails it blows out, the city system did not blow out it has design defects.

Mayor Pro-Tem Kelley asked if properties in the former ETJ annexed into the city, would the city have any impact on their development.

Mr. Zilinek stated if they are annexing into the city, staff would be reviewing those plans. If they do not annex the city will not have influence.

Aldermen Carroll stated some developments would be a phased annexation where permits would be handled by the county.

Mr. Zilinek stated there would need to be a board policy to say the developer would need to comply with the city stormwater requirements.

Mayor Alt asked if the former ETJ is built with higher density can the city determine the flow of water from those properties to see what changes the city system might need.

Mr. Zilinek stated the former ETJ was not mapped in this recent stormwater project, but modeling could be done based on any funding received.

Mayor Alt asked since developers are looking to move quickly on the former ETJ properties how can the city move quicker on the city side.

Mr. Zilinek stated the new modeling will allow for quicker response and the creeks go under state roads which we can show needs improvements and have hydrology done for future development.

Mayor Alt asked the city manager to look into these issues and the cost associated with it and the timeline.

Aldermen Mosteller asked about infill housing and water going onto neighboring properties.

Mr. Zilinek stated the city does not currently have any regulations around that.

Aldermen Davis asked if the city could out law building on a slab.
 Mr. Zilinek stated he wasn't aware if the city could do that or not.
 City Manager Turille stated there was going to be a after storm assessment to determine what changes the city might make.

4. Update on FEMA and possible assistance related to Potential Tropical Cyclone #8 Deputy Fire Marshal Brian Kolhoff gave the following presentation:

Public Assistance

Two Types of FEMA Assistance

1. Public Assistance - Includes damage to government -owned assets and reimbursement for purchases and wages during the declared emergency. We originally submitted total costs of \$2.8 million for reimbursement, with \$2.6 million for stormwater repair and rehabilitation. During the FEMA inspection, we resubmitted a total of 1 million for reimbursement, with the possibility of another 1.8 million to be reimbursed based on the inspection of the stormwater system. We are awaiting the federal declaration before these funds will be released.

2. Individual Assistance - This category includes reimbursement of costs incurred to repair homes and SBA loans for economic losses to businesses for lost revenues.

No Federal declaration as of 10 -7-24. A state declaration is in place at this time.

I met with NCDPS and FEMA on 10 -6-24 to review the damages to city buildings, infrastructure, state bridges, and roads.

We submitted a total of \$1,014,231.00 for physical damages.

Nothing further is needed from us until an official federal declaration has been made.



Individual Assistance

Detail of Submitted Damages for Assistance

Fire Department:

- Building Leak - \$4,800.00
- Required maintenance of 14 vehicles that were in water above their axles - **\$39,200.00**
- Repair/Replacement of 361 Tower - **\$502,000.00** (FEMA had us total it out and submit 1.5 million; our insurance covers 1,000,000.00; so FEMA's actual submission is 502,000.00)

Parks and Rec -

- Replace flooring, wooden cabinets, and drywall in the kitchen and front door. - **\$37,000.00**
- Replace three desktop computers with monitors - **\$9,600.00**

Public Utilities-

- Full inspection and cleaning of the stormwater system - **\$84,532.00**. (We were able to submit for a full inspection and cleaning of the entire stormwater system; if we find issues, we can submit them for repair. If no issues are found, we will not receive the money/costs to do the inspection and cleaning)

General-

- Extra Labor for storm and storm damage protection - **\$327,099.00**. (This also covers extra police requirements for traffic control till the end of November)



Yevon Adams with NCDPS informed us they filed for a federal declaration on October 3rd.

The county will head up and set up disaster response stations. These stations will assist residents and business owners with correctly filling out any needed documentation and will also have team members available for inspections, etc.

The County is waiting for the official federal declaration. Once they receive it, they will develop a county - wide plan to establish several sites preferably at Senior Centers in each city and work with each city manager to confirm locations. and assist with filling out the applications.

The stations' hours will be 8 -6 Monday through Friday and 10 -1 Saturday. The NCDPS enforces these timelines.

This is when business owners can also submit for economic relief.



Types of Loans for IA

Business Physical Disaster Loans —Up to \$2 million is available to businesses to repair or replace disaster-damaged property, including real estate, inventories, supplies, machinery, and equipment. Businesses of any size are eligible. Private, non-profit organizations such as charities, churches, private universities, etc., are also eligible. Loan amounts cannot exceed the verified uninsured disaster.

Business Loan Ceiling —The \$2,000,000 statutory limit for business loans applies to the combination of physical and economic injury, mitigation, and refinancing. It applies to all disaster loans to a business and its affiliates for each disaster. If a business is a major source of employment, the SBA has the authority to waive the \$2,000,000 statutory limit.

Economic Injury Disaster Loans (EIDL) — Working capital loans up to \$2 million are available to help small businesses, small agricultural cooperatives, small businesses engaged in aquaculture, and most private, non-profit organizations of all sizes meet their ordinary and necessary financial obligations that cannot be met as a direct result of the disaster. These loans are intended to assist through the disaster recovery period.

The actual amount of each loan is limited to the economic injury determined by SBA, less business interruption insurance, and other recoveries up to the administrative lending limit. EIDL assistance is available only to entities and their owners who cannot provide for their own recovery from non-government sources, as determined by the U.S. Small Business Administration.

Home Disaster Loans — Loans up to \$500,000 are available to repair or replace disaster-damaged real estate and \$100,000 to repair or replace personal property, including automobiles. Loan amounts cannot exceed the verified uninsured disaster loss.



Aldermen Davis asked if demands on FEMA and the state for western part of the state will diminish the assistance the city can expect to receive.

Mr. Kolhoff stated he does not expect that, the representatives he spoke with ensured him the city's needs were important.

Mayor Alt asked about the damage requirements for assistance.

Mr. Kolhoff stated our region is near reaching these requirements.

Aldermen Mosteller asked about debris pickup.

City Manager Turille stated only five or six homes have roadside debris and those homes could use their

insurance for debris pickup. If insurance is slow or they don't get it, then the city could pick up the debris.

~~5. Electric Vehicle Charging Station Proposal~~

6. North Carolina Eastern Municipal Power Agency (NCEMPA) Board of Commissioners (BOC) Appointments

Energy Manager Larry Ditton stated the city needs a commissioner and a second alternate to represent the city on the NCEMPA. Mr. Ditton stated the city received one application for the commissioner position Frank Petraglia who is well qualified.

Aldermen Mosteller stated normally there is an interview process for board appointments and would like to table this item to allow for an interview.

Mayor Alt stated an interview could take place before the next Aldermen meeting on Thursday.

Aldermen Spencer stated he thought there was at least one other applicant.

Mayor Alt asked staff to review the applications and bring back the applications.

Aldermen Carroll asked if the interview for Mr. Petraglia could continue before Thursday.

Mayor Alt stated if staff can find out what happened with the applications and report back to the board we can continue with the interview before Thursday. Mayor Alt asked Aldermen Spencer and Aldermen Mosteller to serve with him as the interview panel.

G. Manager's Report

City Manager Turille gave the following report:

1. PTC#8 Recovery Update:

- We submitted a total FEMA reimbursement request for \$2.8 million.
- \$2.6 million of this is for stormwater repair and rehabilitation. This coincides with our renewed emphasis on our stormwater system, including the stormwater map. However, to date, FEMA will allow \$1 million, pending further inspection of the stormwater system.
- Traffic Delays: critical chokepoint is the Hwy 133/87 intersection. As State roads, NCDOT is using their traffic solution at the intersection and will be here Thursday to discuss the backup solution and status of the Rte. 211 bridges. The Duke Canal bridge remains scheduled for opening in eleven days, with Dutchman's Creek 10/31. Coordination occurring with local employers on shift changes and Town Manager of Bald Head to ease inputs onto Rte. 87.
- Chief Coring and his Department performing excellent traffic management guidance!
- Downtown businesses: the Mayor and Mayor Pro Tem, as have many of you, and myself have spoken with many of our businesses and know that business is affected by the delays.
- To assist: Scheduled Events continue. This weekend the Kingfisher tournament and Captain Charlie kids fishing tournament were held, bringing folks downtown.
- With the Individual assistance/ SBA loans, federal assistance will be available soon.
- Using social media announcing that the downtown is open for business, is undamaged and actually more accessible in the morning and evening with more parking available.
- Reminder: last year, City government spent \$1 million into the local economy with direct purchase orders, as well as our staff purchases in the downtown, as a City economic anchor.

2. Comprehensive Plan Update:

the City's Planning Department, with Stewart Consultants, presenting the Draft Comprehensive Plan Vision, Goals, and Recommendations October 8, 2024, 5:30pm - 7:30pm at the Community Building.

3. Old Courthouse Renovation: begins the environmental abatement work today, completing in December. The Structural analysis indicates that the building is structurally sound, however improvements may be needed based on the future use of the building.

4. Police Department and City Hall office relocation: with PD now relocated, Administrative staff are now on the 2nd floor, with our more frequent customer service departments -- Planning, Code Enforcement and Inspections on the first floor.

5. Public Works Department and Stormwater:

Mr. Stanley's crews installed a new 12" storm pipe at 309 Herring Drive; two new catch basins at the intersection of E. 8th street and Memory lane, and lowered an existing catch basin box.

Aldermen Davis asked about what the format of the public comprehensive plan meeting tomorrow be. Planning Services Director Meehan stated it would be a open house process, there would be a breaf presentation at the beginning but people could come and go during the open house.

Mayor Alt stated he was unimpressed with the last open house style meeting. He asked if the Aldermen would receive a status report before the meeting.

Ms. Meehan stated the steering committee has been involved throughout the process and she could get a packet of information together for the board.

Aldermen Davis asked if after the meeting tomorrow there would be clarity on the next steps of the process.

Ms. Meehan stated the feedback that is gathered from the meeting will be taken by the consultants to finalize the plan which would then go to the Planning Board and the Board of Aldermen for final approval.

Aldermen Mosteller stated this meeting is a process meeting.

H. Mayor's Comments

Mayor Alt had no comments

I. Board Comments

Aldermen Carroll gave a reminder for the dinner with a fire fighter tomorrow. He also asked for an update on the community building deck replacement.

City Manager Turille stated the deck replacement was not in the budget.

Mr. Zilinek stated public works is doing repairs as needed.

Mayor Pro-Tem Kelley stated she was pleased with the staff's response to PTC #8. She also asked for support for local businesses.

Aldermen Spencer stated the police department have done a great job with the increased traffic. He stated he was concerned with the evacuation routes. He also stated it was good to see progress being made at the old city hall/courthouse property.

Aldermen Lai thanked staff for their hard work during the storm. He stated Southport is the front porch of Brunswick County.

Mayor Alt stated Chief Coring did a great job as the incident commander during the storm. He stated it was important to do an after action report for the storm.

J. Closed Session NCGS 143-318.11

Aldermen Spencer made a motion to go into closed session pursuant to NCGS 143-318.11 (5) (6).

Seconded by Aldermen Lai. **Unanimous Vote; Motion Carried at 10:57AM.**

Aldermen Mosteller made a motion to come out of closed session. Seconded by Aldermen Mosteller.

Unanimous Vote; Motion Carried at 11:51 AM.

K. Adjourn

Aldermen Spencer made a motion to adjourn Seconded by Aldermen Carroll. **Unanimous Vote; Motion Carried at 11:51 AM.**



**CITY OF SOUTHPORT
BOARD OF ALDERMEN
REGULAR MEETING**

223 E. BAY STREET

October 10, 2024

6:00 PM

Minutes

Present: Mayor Rich Alt, Mayor Pro-Tem Rebecca Kelley, Aldermen Karen Mosteller, Lowe Davis, Robert Carroll, and Marc Spencer.

Absent: Aldermen Frank Lai

Staff: City Manager Stuart Turille, City Clerk Noah Saldo, Public Information Officer ChyAnn Ketchum, Battalion Chief Ralph Treadway, Parks and Recreation Director Heather Hemphill, Planning Services Director Maureen Meehan, City Engineer Tom Zilinek, Deputy Fire Marshal Brian Kolhoff, City Planner Wendell Biddle, City Attorney Brady Herman and Alliance Code Enforcement Officer

- A.** Mayor Alt called the meeting to order at 6:01 PM.
- B.** Rev. Jason Huebner from St. Peter Lutheran Church gave the invocation.
- C.** Mayor Alt led the Pledge of Allegiance.
- D. Public Comment**

Aldermen Spencer made a motion to go into public comment, seconded by Mayor Pro-Tem Kelley.

Unanimous Vote; Motion Carried.

Angelo Collins, of 1107 N Caswell Ave- Mr. Collins stated his home was damaged during the storm and he thanked city staff members Tori Deviney and Maureen Meehan for their assistance during this process and other needs. Mr. Collins thanked Aldermen Mosteller for her quick response to his needs and has helped him.

Jeff Siebert, of 1163 N Caswell Ave- Mr. Siebert stated he is a part time Southport and had damage to his property. He stated members of city staff has been helpful to him, he also mentioned a Bible Verse in Romans resident nothing but help. Romans 12 many parts but one body. Thank city for help, saved money to buy 2nd where it says we are many parts but one body. Mr. Siebert stated someone should look at buildings on natural wetlands, he also stated people are speeding down his street and there is a dumpster blocking drivers view of pedestrians.

Sue Hodgin, of 608 Cottage Point Way- She stated her Comments tonight are not to be taken to be

that of any board committee, commission or group I am a part of. My comments tonight are around the weather events of the past few weeks. Southport took on almost 23 inches of not to be taken Weather events, Southport took 23 inches or rain in a 24-hour period. No coastal town can absorb that much water. Some flooding was inevitable. It ravaged road took out bridges. She also stated our damage was much less than western NC. The effects of PTC#8 will be Short lived aggregation and inconvenient with one damaged area is reopening. This will go away in a few weeks. She also spoke about the need for civility around the effects from the storm. Western NC may forever be changed. She stated she put a post on Southport local's suggestions when aggravation hits in traffic or business numbers are down think of western NC. The administrator of the page removed her post. She suggested the city should post on the city website about the gratitude we experience a result of the damage from PTC#8 not being as devastating what western NC. She thanked area first responders during this challenging time. She asked why city officials have not tried to tamp down the rhetoric. She spoke about a letter she received from a victim of the Western NC disaster. She stated there was nothing on the city website to guide residents during the storm.

Terry Pierce, of 707 Long Leaf Dr.- He spoke about the city former ETJ. He encouraged the Aldermen to ask the City Attorney to pursue the overturning of the ETJ removal law. He spoke about the impacts phase two of the indigo development would have on the city. He also spoke on the need to make changes to the Unified Development Ordinance relating to Planned Unit Developments. He spoke about the city vehicle tax that he pays. He stated a solution cold be to have paid parking for those that are not residents.

Hilary Meehan, of 113 S. Howe St.- She spoke about the proposed unified development ordinances changes to neon and mural requirements. She also thanked first responders for their efforts during the recent storm. She stated she would like keep allowing neon and mural's within the city. She spoke about the development and history of neon. She asked the Board to reconsider the regulations around neon and murals =.

Aldermen Mosteller made a motion to come out of public comment, seconded by Aldermen Carroll.
Unanimous Vote; Motion Carried.

Mayor Alt stated if you want to come up to public comment and have a political campaign to beat me up that's fine. But beating up the staff is inexcusable. Mayor Alt pointed out that Public Information Officer Ketchum was in the Emergency Operation center every day during the storm and getting out information to the public on every platform. Mayor Alt stated NCDOT was in charge of traffic coordination. He stated Chief Coring was on TV multiple times and did a great job as the storm incident commander. Mayor Alt stated multiple city departments did a great job during the storm and the Aldermen's job is to give them the resources to make it happen not take glory for their work.

E. Approval of Agenda

Aldermen Davis made a motion to amend the agenda to include discussion on code enforcement, seconded by Aldermen Mosteller. **Unanimous Vote; Motion Carried.**

Aldermen Carroll made a motion to approve the agenda as amended, seconded by Aldermen Davis.
Unanimous Vote; Motion Carried.

F. Approval of the Consent Agenda

Aldermen Mosteller made a motion to approve the following consent items, seconded by Aldermen Spencer. **Unanimous Vote; Motion Carried.**

1. Minutes From the September 11th Special Joint Aldermen and Park and Recreation Committee Meeting
2. Minutes from the Regular September 12th Aldermen Meeting
3. Resolution to comply with new State law S.L. 2024-26

Mayor Alt stated the Parks and Recreation Committee will be making a recommendation regarding the direction of Franklin Square Park. Mayor Alt stated it will likely be on the Aldermen's agenda in December.

G. Special Recognition

Planning Services Director Maureen Meehan introduced new City Planner Wendell Biddle.

H. Agenda

1. UDO Section 3.19 Signs Text Amendment

Planning Services Director Maureen Meehan presented a text amendment to the city's unified development ordinance(udo) related to signs.

Aldermen Mosteller made a motion to approve the amendment to section 3.19 signs of the UDO and the consistency statement favoring the change as presented, seconded by Aldermen Carroll.

Aldermen Davis stated she would like additional time to review the changes.

Aldermen Mosteller stated this has been available for two months.

Aldermen Davis asked about the difference between the neon lighting requirements.

Planning Services Director Meehan stated the Planning Board had been working on this ordinance for several months with a subcommittee.

Aldermen Mosteller withdrew her motion.

Aldermen Davis made a motion to table the item until next month Thursday Aldermen meeting to allow for further review. The motion died for a lack of second.

Aldermen Mosteller made a motion to approve the amendments to UDO section 3.19 signs and the consistency statement favoring the change as presented. Seconded by Aldermen Carroll.

Aldermen Spencer asked for clarity around the mural requirements.

Mayor Pro-Tem Kelley stated she had concern about telling business owners what they can do to their property.

Motion passed 4-1 with Aldermen Davis voting No.

2. Update on Traffic Concerns

Police Chief Coring and NCDOT engineer Josh Pratt gave an update on traffic concerns in the city.

3. North Carolina Eastern Municipal Power Agency (NCEMPA) Commissioner and 2nd Alternate Appointment

Aldermen Mosteller made a motion to appoint Frank Petraglia as the commissioner and Larry Ditton as the second alternate to the NCEMPS, seconded by Aldermen Spencer. **Unanimous Vote; Motion Carried.**

4. Code Enforcement update

Code enforcement officer Derek Mabe presented several minimum housing violations at 314 Rhett Street and 711 Cottage Lane.

Aldermen Davis asked if the owners intend to do with the property.

Mr. Mabe stated the owner had intention to demolish the property themselves, but they have not made progress.

Aldermen Davis asked after they receive the final notice, if they didn't want to proceed could the city move forward with demolition does the city need to wait the entire 30 days.

City Attorney Herman stated he advised to follow the statute as written.

Mr. Mabe stated that as the city waits for the required 30 days, the city can begin getting quotes for demolition so we can proceed as soon as possible.

Aldermen Spencer asked what previous contractors have charged for demolition.

Mr. Mabe stated between \$10-20,000.

Aldermen Davis stated she had heard from neighbors about concern regarding the property.

Mayor Alt stated there were funds budget for purposes such as this demolition.

Mr. Mabe stated although no formal action was needed tonight, he likes to bring it up to the Aldermen and public, so they are aware the city is taking action.

I. Committee Reports

1. ABC Board

J. Manager's Report

City Manager Turille gave the following report:

1. **PTC#8 Recovery Update:**

- Recovery continues with opening of the Duke Canal bridge, the announcement of Individual Assistance/Small Business loans to homeowners/businesses and continued support of our businesses on social media, advertising events such as the recent King Mackerel and the Children's fishing tournament Downtown.
- Clarification on the release of **FEMA Assistance for Public Assistance:**
 - 1) FEMA will only reimburse us, at this stage, for **actual storm damage**. If a federal declaration is declared we will then move quickly to perform tv camera work on the stormwater system to assess and submit actual damage costs.
 - 2) *Once actual damages submitted, our FEMA contact states that **"we can submit the upgrade/mitigation costs to be considered for their Mitigation Program and add additional funds to the project" which is the full \$2.6 million for stormwater upgrades.***
 - 3) But first we **must** follow FEMA protocol: 1. federal declaration 2. perform the tv work 3. submit an itemized costs estimate for reimbursement 4. **then** discuss the **total upgrade costs to the system as part of the FEMA Mitigation Program, for the full \$2.6 million.**
- **Mosquito spray**— in response to recent tropical weather the County will be spraying sometime between October 11 and 13.

2. **Comprehensive Plan Update: Stewart Consultants:** presented the Draft Comprehensive Plan October 8. Staff met with Stewart to integrate the plan with our stormwater mapping, ETJ issues, the N. Howe street overlay and issues critical to the future of the City. Plan will include a dedicated workshop with the Board for your input into the Vision, including smaller individual meetings with you.
3. **Old Courthouse/City Hall:** Abatement work begun; a special meeting scheduled for **Monday, October 21st, 9AM with the Center for the Creative Arts** on vision for use.
4. **Retreat in January:** we have three options (further discussion the November meeting agenda):
 - Indian Trail/Community Building
 - Fort Caswell \$10 per person (i.e. up to \$200)
 - Cooperative Extension in Bolivia- This is free
5. **Inclusive Park:** regional Managers meeting October 16 to discuss the four regional options proposed by the regional managers (none in Southport). I will report back; schedule a public meeting then.
6. **Franklin Square Park:** Parks & Recreation Advisory Committee meets Tuesday the 15th.

K. Mayor's Comments

Mayor Alt stated there are various deadlines and funds available for recovery efforts related to PTC#8. He also spoke about efforts in the legislature to appropriate additional funds for the storm. Mayor Alt spoke about stormwater issues from the storm and how the impact from the former ETJ will have on the city. He also spoke about the needs of the fire district related to development and the funds received by the fire district.

L. Staff Reports

1. Code Enforcement Report
2. Public Works Reports

M. Board Comments

Mayor Pro-Tem Kelley spoke about the recent RPO meeting she attended which included changes to the STIP process with local input having greater weighted. She thanked the city for their support during the recent passing of Maria Swenson, owner of the Provision Company.

Aldermen Davis spoke about the recent awards Bob Lipa of the Port Pilot had received from the NC press association.

Aldermen Mosteller spoke about the Beatification committee and their recent cleanup. She also spoke

about the Forestry Committee upcoming meeting. She also gave a reminder of the upcoming fall session of the Southport fire academy. She mentioned the Animal Protection Services and PAWSibilities Animal Rescues upcoming bowser bash. She spoke about the upcoming electronic recycling day.

N. Closed Session NCGS 143-318.11

Aldermen Mosteller made a motion to go into closed session pursuant to NCGS 143-318.11 (3)(5), seconded by Mayor Pro-Tem Kelley. **Unanimous Vote; Motion Carried at 8:19 PM.**

Aldermen Spencer made a motion to come out of closed session, seconded by Mayor Pro-Tem Kelley. **Unanimous Vote; Motion Carried at 10:01:33 PM.**

O. Adjourn

Mayor Pro-Tem Kelley made a motion to adjourn, seconded by Aldermen Mosteller. **Unanimous Vote; Motion Carried at 10:01:48 PM.**



**CITY OF SOUTHPORT
BOARD OF ALDERMEN
SPECIAL MEETING
223 E. BAY STREET
October 21, 2024
9:00 AM**

Minutes

Present: Mayor Rich Alt, Mayor Pro-Tem Rebecca Kelley arrived at 9:21 AM, Aldermen Karen Mosteller, Lowe Davis, Robert Carroll, Marc Spencer and Frank Lai.

Staff: City Manager Stuart Turille, City Clerk Noah Saldo, Police Chief Todd Coring, and Public Information Officer ChyAnn Ketchum.

- A.** Mayor Alt called the meeting to order at 9:00 AM.
- B.** Aldermen Reverend Lowe Davis gave the invocation.
- C.** Mayor Alt led the Pledge of Allegiance.
- D.** Aldermen Lai made a motion to approve the agenda, seconded by Aldermen Spencer.

Unanimous Vote; Motion Carried.

E. Agenda

1. Presentation by the Center for the Creative Arts

Mark Bachara presented the Center for the Creative Art's vision for using the old city hall and courthouse building. He stated that the vision would be for a multipurpose facility to be used by the city and the Center for the Creative Arts for performances and other events. He presented drawings and floor plans the group had created regarding the building.

The group would like to know the city's needs and non-negotiables. A mutual agreement would be needed so that the Center for the Creative Arts can proceed with raising money and implementing plans.

2. Discussion and Questions from the Presentation

Aldermen Davis asked what form the group's readiness stands such as financial. Mr. Bachara stated that their readiness is the group is assembled and ready to engage with the city. He stated the group is not ready financially and would not be able to raise funds until there was an agreement with the city.

Aldermen Mosteller spoke about the variety of experience and background that members of the Center of the Creative Arts Board had. Aldermen Mosteller asked if we could dedicate the chambers Monday through Friday until 1pm to ensure dedicated meeting space. Mr. Bachara stated that it would be something that would need to be considered. The program committee could take these times and review

the schedule of events.

Alderman Lai stated there are often meetings that come up unexpectedly also other city boards such as the planning board. These meetings would need to take some kind of precedent, we need some way to control and block off time.

Aldermen Davis stated it is anticipated that new audio and visual equipment would be installed. Aldermen Davis asked how a conflict would be handled if there was a performance scheduled but the Aldermen had an unexpected meeting. Mr. Bachara stated perhaps some of the equipment could be portable and the Aldermen would still have the use of the community building.

Mayor Alt stated the audio and visual equipment would not be able to be moved and better screens would need to be installed permanently.

Aldermen Carroll stated that one of his requirements would also be the Aldermen having access to the chambers no less than Monday through Friday until 1pm.

Mayor Alt stated his concern would be if a play took place would there be a requirement for having rehearsals.

Aldermen Lai stated one of his concerns would be if a performance was scheduled and an emergency Aldermen meeting came up who would have precedent of the space.

Mr. Bachara stated that would be something the group would need to figure out. He would have to take the Aldermen's meeting requirement to the program committee and determine if a budget for weekend performances only would be feasible.

Aldermen Mosteller stated the group would need to consider what the needs would be for different types of performances and events.

Mayor Alt stated the screens would need to be set in place. Other municipalities such as Oak Island do a good job with having a screen in front of each member and off to both sides.

Steve Debank a Board member of the Center for the Creative Arts asked what the other space needs might be in other areas of the building. Would a smaller conference room be acceptable versus using the main chambers.

Mayor Alt stated the Board is united that the meetings will be broadcast which would require the use of the chambers. Also, the space would be needed for the public to come and watch the meeting as well.

Mayor Alt stated the police department also needed a new location. The police department has previously used the building as the police department and could once again. There are a lot of competing needs. This has been going on for seven years, the upstairs chambers would need to be the Aldermen's all the time. Mayor Alt stated he remembers in previous conversations that if the chambers room was exclusively the city's that it would be a struggle for the Center for the Creative Arts. Mayor Alt asked if they had worked out the business model if it could work without the use of the Chambers.

Mr. Bachara stated he wasn't aware of such a requirement.

Mayor Alt stated he mentioned during the budget cycle that we had to take a week off because there was

no place to meet. Mayor Alt stated he didn't know how the group could prepare for something and then a meeting came up and then said the group could not use it because of a meeting. Mayor Alt stated another concern was if the group was allowed to use the downstairs of the building, we then will need to find a location for the police department. Mayor Alt stated there were already many different arts venues throughout the city. Mayor Alt asked if the group had reached out to the other venues to see if these facilities could be used for the Center for the Creative Arts events.

Mr. Bachara stated they had reached out to the other venues, and they have offered their support. The Center for the Creative arts is not trying to supplant the other venues but support them.

Mayor Alt asked if different rates would be charged for Southport residents and those from outside the city.

Mr. Bachara stated they have not thought that far ahead to determine the rates that would be charged. Mayor Alt stated he is trying to figure out how the Aldermen who have a fiduciary responsibility to the citizens of Southport and how we manage multimillion dollar projects on a twenty five cent budget. Mayor Alt stated the city had a limited number of buildings and the old city hall building can accommodate a big portion of what we need to do.

Mayor Pro-Tem Kelley stated the special meeting that is scheduled for tonight is a good example of a meeting that came up unexpectedly. Either we would have to try and find an alternative location if possible or kick the Center for the Creative Arts out.

Mr. Bachara stated he believes there was a consensus around having the Aldermen a standing reservation Monday through Friday until 1pm the group would have to determine if the business plan could sustain that.

Aldermen Spencer stated the future of what we will need and how we use it is at stake its not as simple as it was seven years ago. Aldermen Spencer stated he wasn't sure about the true cost of the repairs. Mayor Alt stated it would cost a considerable amount no matter what the use of the building will be. Mayor Alt stated a steady stream of income would be needed by the Center for the Creative Arts to be able to carry out its business plan.

Aldermen Mosteller stated she doesn't believe the Center for the creative Arts have been able to receive enough feedback from the Aldermen to come up with a solid business plan. She stated there was a building study done showing the police department would not be able to fit in the old city hall building. She stated the Center for the Creative Arts are willing to cover some of the Cost of the building going forward.

Mayor Alt stated he had spoken with Police Chief Coring on if the police department could fit in the downstairs of the old city hall or a new police department building would be needed. Police Chief Coring came to the podium and stated he was an Aldermen when the police department originally moved out and it was only supposed to be temporary. He stated there were plans drawn up showing the downstairs of the old city hall could be used as the police department.

Mayor Alt stated its not just the Center for the Creative Arts that needs to come up with a business plan, but the Aldermen must determine their business plan of where the needs of the city such as the police department and public works would need to go.

Mayor Alt stated taking the public works building down, building a police department there would be a cost, and putting up a new public works building would all be significant costs that he doesn't see where the city would get that money from. Alternatively using the old city hall building that could be used for the police department and have an exclusive chamber.

Chief Coring stated he would look into finding the drawings that were done showing the police department going back into the old city hall building.

Tom Bice from the Center for the Creative Arts asked if there seems to be some competing plans from the city showing the police department could or could not be housed in the old city hall building. The Center for the Creative Arts have people involved with a lot of different experiences and talents that have been used to help create the plans for what the group hopes to see in the building. Mr. Bice stated it would be helpful for the city and the Center for the Creative Arts could get together and brainstorm and help come up with plans together.

Aldermen Carroll stated the Board of Aldermen must decide what the space should be used for. Does the Board want to use it as a police department and chambers or does the Board want to continue to collaborate with the Center for the Creative Arts. Aldermen Carroll stated his nonnegotiable would be having the upstairs chambers executively Monday through Friday would not matter if the police department went back in the building as well.

Mayor Alt stated the Board of Aldermen must decide what direction they want to go.

Aldermen Carroll asked what the time frame for the Center for the Creative Arts would be to raise the funds for the building.

Mr. Bachara stated similar projects have been done throughout the state. He stated they could not guarantee a timeline but based on planned projections could be four years. This would be applying for grants and raising funds through local campaigns.

Aldermen Lai stated its his understanding that the Center for the Creative Arts Won't be able to do anything until an understanding is reached with the Aldermen. Aldermen Lai asked once an agreement was reached what would be the time frame that funds would be raised, and work begin on the project.

Mr. Bachara stated he would go back and look at other similar projects to see once they got access and began raising money what the time frame was for the project to be completed.

Mayor Alt stated one question to look into is if those other projects were needed for any other purposes for that jurisdiction.

Aldermen Mosteller stated the public works building is near the end of its life. The city could find land to put a new public works facility and the property where the public works building could be used for other purposes.

Mayor Alt stated he agrees that the public works building is nearing the end of its life a new building would need to be built for them and the police department. Where would these funds come from.

Aldermen Carroll stated we are going to spend the same money in a new building as the city would for the old city hall building. Aldermen Carroll stated the Aldermen needed to have a conversation about the police department. Aldermen Carroll would like to understand the differences between the plans that show the police department working in the old city hall building and those showing it won't.

Mayor Alt stated the takeaways would be we need to see the various plans that have been done on the old city hall building. The other take aways would be for the Center for the Creative Arts if the city had to use the upstairs chamber room exclusively five days a week would the group be able to survive and have the business plan to support it.

Mr. Bachara stated it was good to know what the Aldermen's needs were so then he can take that and have meetings with his group to determine if it would be feasible or not.

Mayor Alt asked if there were plans to have outdoor music as it had previously been discussed by up your arts. Mayor Alt stated there would be concerned with that if there was a funeral or wedding going on nearby.

Aldermen Carroll stated both sides should do the homework, so the same conversations are not had next time.

Mayor Alt stated decisions need to be made whatever that is, it would not be fair to the citizens of Southport or the Center for the creative Arts by continuing to have this linger on without answers.

Aldermen Davis asked if they intended to rent spaces out for weddings as that would be competing with the city for wedding space.

Aldermen Lai asked if there were things from the Center for the Creative Arts that were nonnegotiable that they needed.

Mr. Bachara stated they would need the large performance space, they would need to determine if they only had access to it on the weekend if that would work.

Mayor Alt asked if Mr. Bachara could get with the City Manager to come up with dates for another meeting so we can figure out where each side is and make a decision.

Brad Wilson from the Center for the Creative Arts stated as a citizen this building should be able to use to show the history and various forms of music. Mr. Wilson asked for the Board to think about whose needs were being most met by this building.

Vicky Losher from the Center for the Creative Arts stated she was the Department of Homeland Security grants manager. She stated there were many grants out there that could be used for this building.

Aldermen Spencer stated that as someone who grew up in Southport, he was tired of entertaining people. This should be a place to live.

Tom Bice from the Center for the Creative Arts stated the arts center would not be a party place but somewhere everyone would want to come. He stated that as far as outside music playing it could be

chamber music but that it would not be more disruptive than having police cars with sirens. Mayor Alt asked that at any future meeting if they would send any materials ahead of time so the Aldermen could review it prior to the meeting.

F. Adjourn

Aldermen Carroll made a motion to adjourn, seconded by Aldermen Davis.

Unanimous Vote; Motion Carried at 10:27 AM.



**CITY OF SOUTHPORT
BOARD OF ALDERMEN
SPECIAL MEETING
223 E. BAY STREET
October 21, 2024
6:00 PM**

Minutes

Present: Mayor Rich Alt, Mayor Pro-Tem Rebecca Kelley, Aldermen Karen Mosteller, Lowe Davis, Robert Carroll, Marc Spencer and Frank Lai.

Staff: City Manager Stuart Turille, City Clerk Noah Saldo, Fire Chief Charles Drew, Battalion Fire Chief Treadway, Police Chief Todd Coring, and Public Information Officer ChyAnn Ketchum.

- A.** Mayor Alt called the meeting to order at 6:01 PM.
- B.** Fire Chief Charles Drew gave the invocation.
- C.** Mayor Alt led the Pledge of Allegiance.
- D.** Aldermen Spencer made a motion to approve the agenda, seconded by Aldermen Mosteller.

Unanimous Vote; Motion Carried.

E. Agenda

- 1. Presentation on the County Proposed changes to the County/City Ambulance Franchise Agreement

Mayor Alt stated we are here to give direction to staff regarding the negotiations with the county regarding the EMS franchise agreement and what the facts and game plan is.

Mayor Alt delivered the following opening statement:

This is a policy issue, and the Board of Aldermen have authority over policy issues. At the conclusion of this meeting the goal is to provide staff with Direction on how to resolve this issue. I want to be perfectly clear the city of Southport supports Mutual Aid responses, I have a lifetime of first responder experience and that goes without question. The city realizes and supports that there will be limited times where for the good of the order our ambulance services may be needed to support the county during emergencies and most of all the city has no interest in creating a divide with the county. That would diminish our collective ability to solve regional problems. We know that since approximately 1992 the city of Southport has had an agreement with the county for EMS. That is 32 years the city has been working under this franchise agreement with the county. Beginning with the city's emergency medical technician program and then the advanced EMT and thee paramedics there are three levels. Two years ago this was expanded to include the city's Paramedic program both programs are financed exclusively by the

taxpayers of Southport it is true that during this long and successful partnership with the county there were limited times when Southport equipment and personnel were temporarily staged outside the city limits. This decision was made in conjunction with the Southport's fire chief or the on duty supervisor. The new franchise agreement states that the ambulance service will fall under the direct supervision of the on duty County EMS supervisor and that supervisor will have the authority to send Southport ambulances to any needed mutual aid call's. We already do that so that's not a new thing with the agreement but in the past we've done it with the agreement of Southport supervisor. What is new is that the County EMS supervisor will without the need of any consultation with Southport officials be able to stage the city's equipment and personnel somewhere in the county and as long as a supervisor wants. By agreeing to this addendum to the agreement the citizens of Southport will be underwriting the full cost of a fully trained ambulance crew and more importantly it will dramatically increase the response time to our citizens. The city took on the financial burden to provide an extra layer of trained responders to our aging population and keep the response times below five minutes.

City Manager Stuart Turille gave the following presentation:

Staff Review of Proposal

(Chief Drew, City Attorney and City Manager)

First

- Our **first** duty is to **protect the City of Southport citizens, which cannot be compromised, EVER**
- The most important power of local government is the police power, to protect our people for "health, safety and welfare."

Major issue

1. Sees section C of the proposed franchise agreement: new language changes current wording and requires us to provide ***ambulance service to all areas lying within Brunswick County*** ~~omitting~~ the previous phrase that ***limits our service to our Fire Service district's designated territorial limits***
2. It also gives responsibility for ***the on-duty EMS Supervisor for Brunswick County EMS to provide direction for the response and standby of all EMS resources within Brunswick County.*** *This would include Southport.*

Analysis

- with increased County-wide building, unless it includes simultaneous EMS feasibility planning *by the County, County impact fees for increased staffing/equipment/satellite stations needed to cover the increased calls for service Countywide, etc., the County will have an EMS service gap.*
- Nationwide it is difficult to find enough volunteer or paid FireEMS folks
- This **causes County to shift responsibility to municipalities, to take up the workload to cover service calls.**
- *But this is not fair to us.* Chief Drew states that we are already working at full capacity to handle our current service level load.
- Any increase in calls, when we are already at capacity or any diminution of City-wide response time and service **would not the meet the service level we need to meet for our citizens**

Possible recommendations:

1. Request County to perform **its own** study relating increased development and calls for service to its need for staffing, equipment and station location. *Simply shifting increased County-wide workload to municipalities not in our best interest.*
2. Similar proposals are before other Towns. We could discuss with them to take a common approach to the County.

Fire Chief Charles Drew stated Southport had the first certified ambulance in Brunswick County and the first emergency medical technician certified in the State of North Carolina. Southport also had the first certified water ambulance in the State of North Carolina. For many years the Southport emergency squad ran on volunteers and fundraisers. In 1992 Brunswick County began the 911 system and four life support EMTs were hired for all of Brunswick County. Many rescue squads began to close throughout the county and Southport, Bald Head Island, and St. James became the only remaining rescue squads in Brunswick County.

Chief Drew stated that in 2016 he was approached by Mayor Robert Howard and then Aldermen Todd Coring about the potential to merge the Southport fire department and the Southport rescue Squad. An agreement was reached to abolish the Southport rescue squad and have an EMS division within the Southport Fire Department. The merge saved the Southport tax payers over \$1 Million. Today each staff member is cross trained to do fire and EMS calls. On average the EMS division runs 12-15 calls in a 24 hour period. Since January 1, 2024 the Southport ambulance had transported 1,087 patients to hospitals with an average response time of three minutes and forty five seconds. The average county EMS response time is 11-12 minutes.

Chief Drew stated that the current staffing of an ambulance is one full time EMT. One volunteer EMT, and a quick response vehicle with one Medic. When the Southport paramedic program began two years ago the question was asked how can the Southport units remain dedicated to Southport. Chief Drew stated he was told by the county to set up the program with a medic in a quick response vehicle and continue to use the ambulance and the city will not have to be on standby as much for the county. Currently the county has nine ambulances and two peak ambulances this is a stressed system for the number of medical calls.

Chief Drew stated he has nothing bad to say about Brunswick County EMS as they are our partners and assists the city.

Chief Drew stated during the last budget cycle he presented an enhanced EMS budget for the needs of the city. Chief Drew stated on July 10, 2024 he notified Lyly Johnston the Brunswick County EMS Director that he had been given a directive by the Board of Aldermen that the ambulance would not be able to go on standby outside of Southport. The quick response vehicle would be available to assist if necessary, but the ambulance must be available for Southport residents.

Chief Drew stated on August 26, 2024, he received a letter from Mr. Johnston stating:

Chief Drew I want to thank you and Chief Treadway for taking the time to meet with me on August 1st to discuss the Brunswick County EMS system and the role that Southport fire and EMS hold within the system. On July 10th 2024 you sent me an email stating that the Southport ambulance would no longer be able to go on standby outside of Southport but the paramedic QRV could assist if available this was Direction you received from the Board of Alderman and the mayor. As stated in the email and the meeting again yesterday as discussed during our meeting all EMS agencies within Brunswick County fall under the EMS system as outlined under North Carolina administrative code as part of the Brunswick County EMS system. It is expected that any EMS units that are not currently assigned to calls can be requested at the discretion of the on duty EMS supervisor for Brunswick County EMS to respond to a request for standby or call Brunswick County. We will be preparing the franchise agreement for the current fiscal year this month this was dated August 26th and just wanted to make sure you have time to work out any issues you have within the city of Southport prior to us sending the franchise agreement for Signature.

Chief Drew stated the new language has not been in previous agreements. The new agreement would require the Southport ambulance to go on standby anywhere in the county. It also gives the county EMS supervisor the ability to direct the Southport ambulance and requires the city use their software.

Chief Drew stated St. James and Bald Head Island have received the same EMS franchise Agreement from the County. Chief Drew stated until 2016 the county used to provide \$36,000 to the city for EMS.

2. Discussion and Direction to Staff regarding the Ambulance Franchise Agreement

Aldermen Lai asked if the citizens of Southport were the ones paying for the Southport EMS and not the county.

Chief Drew stated that is correct.

Aldermen Spencer stated the city is providing a service for the county by filling the gap.

Aldermen Spencer asked what the threshold is for the city to assist the county.

Chief Drew stated they can request the city stand by throughout the county in the new agreement but currently they can assist our quick response vehicle with a medic to help out but not the ambulance.

Mayor Pro-Tem Kelley asked what would happen if the city stated the city would not accept the new agreement.

Chief Drew stated that would be something the city attorney could better answer which he is currently researching.

Mayor Alt stated he understood that the county is responsible for EMS and not fire services. With the calls that the city is taking off the county's shoulders by having an EMS program.

Aldermen Carroll stated the city is paying for nine minutes of life by having a lower response time over the county response time which minutes matter during an emergency.

Aldermen Davis stated during the budget process the Aldermen thoroughly reviewed the EMS budget but determined the needs were there for the city and the residents want this quick response.

Mayor Pro-Tem Kelley stated during the budget process she was made aware of the Southport EMS going outside of the city. She stated she had concerns about the investments the city has put into the

EMS budget but the quick response time particularly during the recent storm was worth it. She stated we need to protect the city's EMS, or the County needs to provide funding to the city.

Aldermen Lai spoke about his personal experience with emergency response and the need for quick response.

Aldermen Spencer stated emergency services respond outside of the city limits now and an agreement could be reached with the county.

Aldermen Davis asked what the furthest point in the county is from Southport and how long it would take for the ambulance to get there.

Chief Drew stated Ash would be forty five minutes to an hour away even with lights and sirens.

Mayor Pro-Tem Kelley asked how many calls the County EMS had ran in Southport.

Chief Drew stated he would need to look at that but if the Southport ambulance was tied up the county would response in the city.

Aldermen Davis asked where the closest county EMS base was from the city.

Chief Drew stated base four is at St. James city limits behind Generations Church, base five in Boiling Springs city limits, and base seven is at Oak Island fire department. However, during October bases five and seven have been out of service several times due to staffing levels.

Aldermen Davis asked if the county budget had any incentives to attract new personnel.

Chief Drew stated he wasn't sure.

Catherine Lynch County HHS Executive Director stated the county is constantly recruiting new EMS personnel. She stated in the last quarter the county had responded to 44 calls within the city.

Ms. Lynch stated that the average county response time to Southport was eight minutes and twenty four seconds.

Ms. Lynch stated that EMS is a system in the county and should respond accordingly not just partitioned to a particular location. She stated the county does not want to take over, but the system has to be looked at as a whole.

Mayor Alt asked if the city dissolved its EMS division what the effect would be on the county system.

Aldermen Carroll asked how many times the county has called Bald Head Island to respond in Ash.

Ms. Lynch stated it was unrealistic to call Bald Head of the Island, but the county has called St. James to be on standby.

Aldermen Davis asked if standby meant they call to be ready or send the ambulance to a particular location.

Ms. Lynch stated it would be on standby at a particular location.

Aldermen Mosteller stated it's hard to reconcile that the city pays county taxes but also creating better EMS coverage for the county with the city tax dollars.

Aldermen Spencer asked if the County Commissioners have seen the new contract yet.

Ms. Lynch stated that a contract or agreement is created by staff and then sent to the other party. The Commissioners would then vote on the final agreement.

Chief Drew stated the county pays St. James \$17,500 per year for EMS response and Bald Head Island \$300,000 per year.

Mayor Alt asked about the time frame that was needed to enact a new agreement.

Ms. Lynch stated the original letter asked for a response today, but more time could be given.

Mayor Pro-Tem stated that one of the upcoming Aldermen meetings could be used to put the agreement on the agenda so another special meeting wasn't need.

Aldermen Carrol made a motion to direct staff to engage with the county on the agreement to come to a more favorable agreement and ask the city attorney to look into the city's options. Seconded by Aldermen Mosteller. **Unanimous Vote; Motion Carried.**

- F. Aldermen Carrol made a motion to Adjourn, seconded by Mayor Pro-Tem Kelley.
Unanimous Vote; Motion Carried. Adjourned at 7:27pm



BOARD OF ALDERMEN

AGENDA ITEM SUMMARY

DATE: 11-14-2024

DEPARTMENT: Fire & EMS

PRESENTED BY: Chief Charles Drew

DEPARTMENT HEAD COMMENTS:

The City/County Ambulance Franchise Agreement has been negotiated between the City and the County, and an amicable agreement was reached. The document has been reviewed by the City Attorney and the County's legal team and is now ready for approval by the Board of Alderman. I am recommending approval of the document.

Thank you for your time and consideration in this and all matters.

ATTACHMENTS: City/County Ambulance Franchise Agreement

PROPOSED MOTION: Approve the 2024-2025 City of Southport and Brunswick County Ambulance Franchise Agreement as Presented.

STATE OF NORTH CAROLINA

COUNTY OF BRUNSWICK

FRANCHISE AND AGREEMENT

THIS FRANCHISE AND AGREEMENT is made and entered into this ____ day of November, 2024, by and between the **COUNTY OF BRUNSWICK**, a body politic and corporate of the State of North Carolina, hereinafter called "COUNTY," and the **CITY OF SOUTHPORT**, a municipality organized and existing pursuant to the laws of the State of North Carolina, hereinafter called "PROVIDER."

WITNESSETH

THAT WHEREAS, N.C.G.S. 153A authorizes counties to enter into contracts and to franchise ambulance services; and

WHEREAS, Brunswick County Code of Ordinances, Chapter 1-9, Public Health and Safety, Article II, Ambulances, hereinafter called the "Franchise Ordinance," regulates the operation and franchising of ambulance services within Brunswick County; and

WHEREAS, N.C.G.S. Chapter 160A authorizes municipal corporations to make contracts and to have and exercise all powers necessary and convenient to affect any or all of the purposes for which the corporation is organized; and

WHEREAS, the parties hereto seek to provide ambulance services and/or special rescue services;

NOW THEREFORE, for and in consideration of the mutual promises and agreements herein contained, and pursuant to the general power and authority of PROVIDER to furnish ambulance services, and the general power and authority of COUNTY to provide paramedic ambulance services for its inhabitants and general population, the parties hereto mutually contract and agree as follows:

1

GRANT OF FRANCHISE

COUNTY hereby grants to PROVIDER, the right, privilege and franchise to operate an ambulance service within the franchise area, subject to the faithful performance and observance of the conditions and reservations hereinafter set forth, inclusive of all provisions contained within the Franchise Ordinance.

2

TERM OF FRANCHISE; TERMINATION

COUNTY grants this franchise for a term commencing upon execution of this Franchise and Agreement and terminating at midnight on June 30, 2025. This grant of franchise shall be subject to suspension, revocation, or termination as set forth in the Franchise Ordinance. Either party may terminate the franchise upon sixty (60) days' prior written notice to the other party.

3
GENERAL DUTIES

- A. PROVIDER agrees to maintain State of North Carolina Ambulance Provider License.
- B. PROVIDER shall ensure that anyone providing services pursuant to this Agreement shall possess and maintain at all times during the term of the Agreement any certifications and/or licenses as may be required to perform the respective services. In addition to the foregoing, PROVIDER shall ensure that anyone providing services pursuant to this Agreement shall complete all required training in accordance with the Brunswick County Emergency Medical Services Educational Plan and shall promptly provide COUNTY with evidence of such completed training upon request.
- C. PROVIDER agrees to furnish and provide continuing ambulance service to all areas lying within its designated response territorial limits, upon proper notification by any resident, property owner, other person, or agency. The on-duty EMS supervisor for COUNTY EMS shall collaborate with PROVIDER's on-duty Shift Captain to provide the direction for the response and standby of all EMS resources within the designated standby locations. PROVIDER agrees to perform standbys at Base 4 or Base 5 upon request by the COUNTY if the need for standby assistance exists and subject to the Mutual Aid provision in Section 5(A) of this Agreement.
- D. PROVIDER, in providing said ambulance or rescue services, shall use its own means and methods, within standards recognized by federal, state and local authorities and agencies, which means and methods shall not be subject, except as herein below set forth, to further control, direction or supervision by COUNTY. PROVIDER hereby further agrees that medical control of its ambulance service shall be subject to the protocols and policies as established by the Brunswick County Medical Director and the Brunswick County EMS System Plan.
- E. All ambulance service equipment, special rescue equipment, and personnel necessary and proper for the performance of this Franchise and Agreement shall be provided by PROVIDER at its sole cost and expense, and all persons engaged by PROVIDER in ambulance transport services pursuant to the provisions of this Franchise and Agreement shall be subject to the exclusive control, direction and supervision, of PROVIDER. Except as noted herein below, COUNTY shall not have any right or power with respect to the employment, control, direction, supervision, suspension or discharge of any person who may engage in such ambulance services imposed by the provisions of this Franchise and Agreement upon PROVIDER in furnishing ambulance service to COUNTY for the benefit of its residents and general population. All personnel providing EMS services for the PROVIDER must be approved by the COUNTY EMS System Medical Director and meet the system requirements set forth by the Brunswick County EMS System.
- F. PROVIDER must complete one hundred percent (100%) quality assurance audits of all EMS responses. A monthly quality assurance report must be provided to COUNTY no later than the 5th of each month and reported quarterly at the Peer Review Meeting.
- G. PROVIDER providing primary 911 response will continue to utilize the reporting software by PROVIDER. PROVIDER agrees to provide COUNTY EMS officials access to PROVIDER's

reporting information upon request by COUNTY for quality assurance or complaint reviews, data collection, or other monitoring purposes, which response by PROVIDER to the request shall not be unreasonably withheld.

4

COMMUNICATIONS

Procedures for communicating the need for ambulance services or special rescue services with PROVIDER shall be established and administered by the Brunswick County Central Communications Center.

5

MUTUAL AID

- A. Upon notification by an appropriate requesting agency (i.e., COUNTY or other Brunswick County Rescue Squad), PROVIDER, through its Emergency Medical Services department or Rescue Squad, upon establishment that an emergency or need for standby does in fact exist and that PROVIDER's aid is needed, the Chief or Director of Operations (hereafter also including any other officer or person delegated that authority by said Chief or Director of Operations) shall have the implicit authority to order such available equipment and personnel as may be required, to respond to assist the requesting agency. Procedures for communicating the need of ambulance service or special rescue services to PROVIDER shall be established by mutual agreement between the parties hereto and the same shall be properly publicized. After determining that the mutual aid request may be honored without impairing PROVIDER's capacity to provide service within its own jurisdiction, the Chief or his designee may take such steps as he/she deems appropriate to furnish the requested aid. The response of PROVIDER shall remain the sole discretion of the Chief or his designee, and PROVIDER shall not be compelled to dispatch any of its equipment or personnel; however, every effort should be made to furnish requested assistance if such dispatch would not impose a serious impairment to that PROVIDER's service plan.
- B. It shall be the responsibility of PROVIDER to assure that all personnel responding to the request for mutual aid are trained, responsible persons. The conduct and actions of said responding personnel shall remain the obligation and responsibility of PROVIDER. In addition, it shall be the responsibility of PROVIDER to assure that each piece of responding equipment is operational and capable of functioning properly for that type of equipment.
- C. PROVIDER shall assume all liability and responsibility for the death of or injury to any of its own personnel while responding to the request for mutual aid.
- D. PROVIDER shall assume all liability and responsibility for damage to, or caused by, its own equipment while en route to or from a mutual aid request.
- E. The agency requesting mutual aid shall have no liability nor responsibility for the personal property of PROVIDER personnel if said property is lost, stolen, damaged or destroyed while those personnel are performing their duties under the mutual aid response terms contained herein.

- F. PROVIDER shall assume no liability or responsibility for property damaged or destroyed at the actual scene of any mutual aid response due to the EMS and/or rescue operations, or other operations as may be required or ordered; all such liability and responsibility shall rest solely with the requesting agency and within whose boundaries the incident occurs.
- G. PROVIDER shall assume all costs of salaries, wages, bonuses or other compensation for its own personnel that respond to a mutual aid dispatch under the terms of this Franchise and Agreement, and PROVIDER shall also assume all costs involving the use of equipment and tools used specifically in response to the request for mutual assistance, and PROVIDER shall make no charge for such use to the agency requesting the mutual aid assistance. However, any supplies provided by PROVIDER from its own supply shall be paid for by the requesting agency, upon receipt of an itemized statement of costs for such supplies.
- H. The Chief Officer of the agency requesting assistance shall in all instances be in command of the emergency as to the aspects of strategy, tactics and overall direction of the operations. All orders or directions regarding the operations and personnel of PROVIDER, shall be relayed to PROVIDER's Chief Officer present at that incident and in command of PROVIDER.
- I. When PROVIDER personnel are sent to another district pursuant to this Franchise and Agreement, the jurisdiction, rights, authority, privileges and immunities, including coverage under Workers' Compensation laws and malpractice insurance, which said personnel have under PROVIDER, shall be extended to the areas outside the normal response territorial limits, when said personnel are acting within the scope of the authority conferred by this Franchise and Agreement.

6

TERM OF AGREEMENT

This Franchise and Agreement shall commence upon execution and shall extend for a term ending on June 30, 2025.

7

DIVESTMENT FROM COMPANIES THAT BOYCOTT ISRAEL

PROVIDER hereby certifies that it has not been designated by the North Carolina State Treasurer as a company engaged in the boycott of Israel pursuant to N.C.G.S. § 147-86.80 *et seq.*

8

DEBARMENT

PROVIDER hereby certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this Franchise and Agreement by any governmental department or agency. PROVIDER must notify COUNTY within thirty (30) days if debarred by any governmental entity during this Franchise and Agreement.

NON-DISCRIMINATION IN EMPLOYMENT

PROVIDER shall not discriminate against any employee or applicant for employment because of race, ethnicity, gender, gender identity, sexual orientation, age, religion, national origin, disability, color, ancestry, citizenship, genetic information, political affiliation or military/veteran status, or any other status protected by federal, state or local law or other unlawful form of discrimination. PROVIDER shall take affirmative action to ensure that applicants are employed and that employees are treated fairly during employment. In the event PROVIDER is determined by the final order of an appropriate agency or court of competent jurisdiction to be in violation of any non-discrimination provision of federal, state or local law or this provision, this Franchise and Agreement may be cancelled, terminated or suspended in whole or in part by COUNTY, and PROVIDER may be declared ineligible for further agreements with COUNTY.

COMPLIANCE WITH E-VERIFY PROGRAM

Pursuant to N.C.G.S. § 143-133.3, PROVIDER understands that it is a requirement of this Franchise and Agreement that PROVIDER and its subcontractors must comply with the provisions of Article 2 of Chapter 64 of the North Carolina General Statutes. In doing so, PROVIDER agrees that, unless it is exempt by law, it shall verify the work authorization of its employees utilizing the federal E-Verify program and standards as promulgated and operated by the United States Department of Homeland Security, and PROVIDER shall require its subcontractors to do the same. Upon request, PROVIDER agrees to provide COUNTY with an affidavit of compliance or exemption.

GOVERNING LAW AND VENUE

This Franchise and Agreement shall be governed by applicable federal law and by the laws of the State of North Carolina without regard for its choice of law provisions. All actions relating in any way to this Franchise and Agreement shall be brought in the General Court of Justice of the State of North Carolina in Brunswick County or in the Federal District Court for the Eastern District of North Carolina, Wilmington division.

DISPUTE RESOLUTION

Should a dispute arise as to the terms of this Franchise and Agreement, both parties agree that neither may initiate binding arbitration. The parties may agree to non-binding mediation of any dispute prior to the bringing of any suit or action.

GOVERNMENTAL IMMUNITY

To the extent applicable, neither party waives its governmental immunity by entering into this Franchise and Agreement and fully retains all immunities and defenses provided by law with regard to any action based on this Franchise and Agreement.

14
SIGNATURES

This Franchise and Agreement and any amendments or modifications thereto, may be executed in one or more counterparts, each of which shall be deemed an original and all of which shall be considered one and the same agreement. This Franchise and Agreement may also be executed electronically. By signing electronically, the parties indicate their intent to comply with the Electronic Commerce in Government Act (N.C.G.S § 66-58.1 et seq.) and the Uniform Electronic Transactions Act (N.C.G.S § 66-311 et seq.). Delivery of an executed counterpart of this Franchise and Agreement by either electronic means or by facsimile shall be as effective as a manually executed counterpart.

IN WITNESS WHEREOF, COUNTY has caused this Franchise and Agreement to be executed in its name by its Chairman of the Board of County Commissioners, attested to by the Clerk to the Board and the County Seal affixed hereto, all by authority duly given by the Board of Commissioners of the County of Brunswick, and PROVIDER has caused this Franchise and Agreement to be executed in its name by its proper officers and its Seal to be affixed hereto, all by authority duly given by its Board of Aldermen.

COUNTY OF BRUNSWICK

By: _____
Randell Thompson, Chairman
Board of Commissioners

ATTEST:

Clerk to the Board

[SEAL]

STATE OF NORTH CAROLINA

COUNTY OF _____

I, a Notary Public of the County and State aforesaid, certify that _____ personally came before me this day and acknowledged that she is the Clerk to the Board of County Commissioners of Brunswick County, and that by authority duly given and as the act of Board of Commissioners, the foregoing instrument was signed in its name by its Chairman, sealed with its official seal and attested to by its Clerk herein above named.

WITNESS my hand and official seal, this _____ day of _____, 2024.

My Commission Expires: _____
Notary Public

(SEAL)

“This instrument has been preaudited in the manner required by the Local Government Budget & Fiscal Control Act.”

Aaron C. Smith, Director of Fiscal Operations
Brunswick County, NC

APPROVED AS TO FORM

Bryan W. Batton, County Attorney /
Ryan S. King, Asst. County Attorney
Brunswick County, NC

IN WITNESS WHEREOF, PROVIDER has caused this Franchise and Agreement to be executed in its name by its Mayor, by authority duly given by the Board of Aldermen of the **CITY OF SOUTHPORT**.

CITY OF SOUTHPORT

By: _____
Rich Alt , Mayor

ATTEST:

Noah Saldo, City Clerk
[SEAL]

STATE OF NORTH CAROLINA
COUNTY OF BRUNSWICK

I, a Notary Public of the County and State aforesaid, certify that Noah Saldo, personally known to me, personally appeared before me this day and acknowledged that he is the Clerk to the **CITY OF SOUTHPORT** Board of Aldermen, and that by authority duly given and as the act of the municipal body politic, the foregoing instrument was signed in its name by its Mayor, sealed with its municipal seal and attested by herself as its Clerk.

WITNESS my hand and official seal, this _____ day of _____, 2024.

Notary Public

My Commission Expires: _____

(SEAL)



City of Southport

LEGISLATIVE PROPOSALS CITY OF SOUTHPORT - 2024-25

- 1) Introduce legislation allowing Southport to keep fines from parking tickets like Oak Island.
- 2) Introduce legislation to Allow Southport to put a 2% prepared meals sales tax on a November referendum for voter's consideration. This would assist with the rising infrastructure costs of visitors and tourists and their impact on the City.
- 3) Introduce legislation creating a new sales tax formula to ensure more money that is spent in Southport stays in Southport. This will assist the City with increased service needs for our residents and visitors.
- 4) Introduce legislation allowing the City to have the authority to impose stricter regulations, pursuant to the City's UDO, for stormwater design and implementation than what is otherwise required by NCDEQ for development projects.
- 5) Introduce legislation allowing the City staff engineer the authority to certify whether a developer's engineering plans for a project meets the City's stormwater regulations and standards prior to review by NCDEQ engineers
- 6) Provide the City \$50,000 for the Annual Regional Fourth of July Festival. This festival attracts visitors statewide, which we welcome, but requires increased city resources to ensure the festival's success.
- 7) Request state legislators work with Brunswick County Municipal Mayors to find a solution to the Fire District Fee Shortcomings.



BOARD OF ALDERMEN

AGENDA ITEM SUMMARY

DATE: 11-14-2024

DEPARTMENT: City Clerk

PRESENTED BY: Aldermen Spencer

DEPARTMENT HEAD COMMENTS:

At the September 12, 2024, Aldermen meeting, the Board adopted the new ordinance, which changed the structure of City Boards after the ETJ was eliminated.

After the change, The Board of Adjustment will have seven full members and one alternate position. After the new ordinance was adopted, staff advertised the vacant positions for over 1 month, ending on October 23. During the application period, we only received three applicants. We currently have five board members, and one will be resigning at the end of December. This will leave us with another vacancy. The Aldermen will need to appoint four members, three full members and one alternate. The staff has received great interest from the other boards and committees and is working to hold those interviews. Aldermen Spencer has requested an extension of the application period to allow a more diverse set of applicants to appoint from. If the Aldermen would like to extend the application period for the Board of Adjustment, they may, or we can proceed with the interviews and appointment of the three who have applied and advertise the other vacancy when he leaves in December.

PROPOSED MOTION: Extend the Board of Adjustment application acceptance period from October 23, 2024, until a date named to allow for a more diversity set of applicants for the open positions.

City of Southport ABC Board Minutes

Date: Sept 18th 2024, Minutes taken by: Harold Todd Dunn

Location: Southport ABC Store

Quorum determined: Meeting called to order by Chairman Davis at: 2:00PM

No Conflict of interest

In Attendance: Board Chairman- William Davis, Board Members – Zach Zuehlke , Angela Wadsworth, Adam Steadman, Jim Poppe GM – Harold Todd Dunn , Assistant Manager – Nadine Del Pezzo ABC Liaison – Absent

Absent

Guests: None

Open Comment and Discussion – None

Approval of 8/21/24 Minutes: Minutes amended, approved by Zach and seconded by Angela

1. Old Business

- A. Discussed and Approved Performance Bonuses for Employees – with a 4.5% max
- B. Discussed window tinting issues and will continue to look for solutions

2. New Business

- A. Discussed and Approved Implementing a Delivery Service – Angela Motioned and Zach Seconded
- B. Discussed Insurance and Van – Will proceed with searching for a van and will do budget amendment once we know more of an accurate price range.

3. Business Reports

Presented Monthly Sales Reports

4. Employee Issues

Discussed any issues with employees

Adjourned: Motion was made and seconded to adjourn the meeting

Next Regular meeting: Oct 11th 2024 at 1:00 PM at Southport ABC Store

APPROVED BY AND DATE

OCTOBER 2024 SALES DATA COMPARISON AND SAVINGS

SALES TYPE	2023 Sales	2024 SALES	DIFFERENCE	% CHANGE
RETAIL	\$ 351,549.40	\$ 318,968.85	\$ (32,580.55)	-9.27
MXB SALES	\$ 127,931.25	\$ 147,655.05	\$ 19,723.80	15.42
TOTAL	\$ 479,480.65	\$ 466,623.90	\$ (12,856.75)	-2.68
Customers	8532	6962	-1570	-18.40
		\$ -		
Bottles Sold	24,300	22,706	(1,594)	-6.56
		0		
SPA SAVINGS		\$ 4,331.81		
		\$ -		
Credit Cards	\$ -	\$ 294,890.65		
TOTAL SALES INC. TAX	\$ -	\$ 341,302.54		
	2019 Sales	2024 Sales	Difference	
Retail 2019	\$ 253,932.55	\$ 318,968.85	65,036.30	25.61
MXB 2019	\$ 95,807.76	\$ 147,655.05	51,847.29	54.12
	\$ 349,740.31	\$ 466,623.90	116,883.59	33.42
SALES TYPE	2020 SALES	2024 SALES	DIFFERENCE	% CHANGE
RETAIL	\$ 331,212.15	\$ 318,968.85	\$ (12,243.30)	-3.70
MXB SALES	\$ 76,098.15	\$ 147,655.05	\$ 71,556.90	94.03
TOTAL	\$ 407,310.30	\$ 466,623.90	\$ 59,313.60	14.56
SALES TYPE	2021 Sales	2024 SALES	DIFFERENCE	% CHANGE
RETAIL	\$ 307,877.15	\$ 318,968.85	\$ 11,091.70	3.60
MXB SALES	\$ 111,833.28	\$ 147,655.05	\$ 35,821.77	32.03
TOTAL	\$ 419,710.43	\$ 466,623.90	\$ 46,913.47	11.18
SALES TYPE	2022 Sales	2024 SALES	DIFFERENCE	% CHANGE
RETAIL	\$ 340,789.00	\$ 318,968.85	\$ (21,820.15)	-6.40
MXB SALES	\$ 124,344.39	\$ 147,655.05	\$ 23,310.66	18.75
TOTAL	\$ 465,133.39	\$ 466,623.90	\$ 1,490.51	0.32



Planning Board Minutes
Community Building 223 E. Bay Street
October 17, 2024
6:00 P.M

Members Present: Sue Hodgins, Will Hewett, Fred Fiss, Roy Pender, and Kevin Locklin

Members Absent: None

Staff Present: Mo Meehan, City Planner
Tanya Shannon, Deputy Clerk
ChyAnn Ketchum, Director of Communications/PIO

Board of Aldermen Rebecca Kelley and Frank Lai
Liaisons:

- A. Chair Sue Hodgins called the meeting to order at 6:00 p.m.
- B. Mr. Hewett gave the Invocation.
- C. Chair Hodgins led the Pledge of Allegiance.
- D. **Approval of the Minutes**

Mr. Hewett made a Motion to Approve the August 15, 2024, Minutes seconded by Mr. Pender.
Unanimous Vote; Motion Carried.

E. Approval of the Agenda

Mr. Hewett made a Motion to Approve the Agenda, and Mr. Fiss seconded it. ***Unanimous Vote; Motion Carried.***

A Motion was made by Mr. Hewett to enter into Public Comment and seconded by Mr. Locklin.
Unanimous Vote; Motion Carried.

F. Public Comment:

- 1. Mr. Rick Jones, 828 Cades Trail, President of the HOA of Cades Cove and representative for the Board Members, reiterated their presentation from the last meeting. They provided examples of how the process would work with the gates, as well as design and signage. He understands the concept of connectivity as stated in the City's Comprehensive Plan but also states that the plan is over 10 years old and is in the process of being revised and updated. He implored the Board to consider the modification and approve the development's submission and proposed amendment.

A Motion was made to close Public Comment by Mr. Hewett and seconded by Mr. Locklin.
Unanimous Vote; Motion Carried.

Ms. Meehan introduced Mr. Wendell Biddle, the new City Planner.

G. Old Business:

1. Cades Cove-PUD Modification and Rezoning

Ms. Meehan provided an overview of the proposed amendment for Cades Cove. The Cades Cove Homeowners' Association requested to add a gate to their entrance in 2023. The City determined that adding a gate would require a modification to the Planned Unit Development (PUD) and

rezoning to amend the master plan. The applicant submitted a modification and rezoning application, proposing a gated entrance with siren-activated sensors for emergency access and personalized codes for authorized vehicles. The HOA also provided updated Articles of Incorporation and financial documentation for future maintenance and repairs.

BACKGROUND AND PROPOSED AMENDMENT

Cades Cove was approved as a Planned Residential Development, similar to the existing PUD process. A master site plan with standards was conditionally approved. All conditions of the approval must be followed throughout the life of the subdivision. The approved master plan and preliminary plat includes public rights of way with through streets for interconnectivity. The streets, while dedicated as a public right of way, have yet to be accepted by the City due to several different stormwater and other infrastructure projects that the developer abandoned.

In the Spring of 2023, the Cades Cove Homeowners' Association approached staff with a request to add a gate to their entrance. The Development Services Director at the time, in consultation with Brady Herman, City Attorney, determined the following:

- The City is not involved in the community's desire to rescind the public dedication of streets. If the community can meet statutory requirements to rescind the streets, City ordinances are not violated.
- If the dedicated streets are rescinded, the City has the right to all City easements within the streets and the Cades Cove community.
- The placement of a gate will violate the original development approval since it is placing a new structure not on an approved plan. The gate would impede the public from traveling on roadways that are dedicated to public use. A modification to the PUD and rezoning to amend the master plan will be required.

Per Staff direction, the applicant has submitted a PUD modification and rezoning application, including a proposed plat showing private street rights-of-way and a gated entrance and exit on Robert Ruark Drive. The entrance to Lord Thomas from North Caswell Avenue will remain open. There will be siren-activated sensors to ensure emergency vehicles have access through both gates. Buses and delivery service drivers can receive access with personalized codes and/or remotes.

The applicant also includes updated Articles of Incorporation that grant the HOA authority to assume private streets, a current assessment of the streets' condition, and financial documentation showing how the HOA will accommodate future funding for maintenance and repairs.

Mr. Fiss inquired about other subdivisions in Southport with private streets. Ms. Meehan mentioned that currently, "The Haven" and "Olde Southport" have such streets. Mr. Fiss expressed his disapproval of establishing a trend toward more gated communities, which could hinder interconnectivity.

Ms. Hodgkin clarified that this request pertains to a proposal for a gate and for the rededication of their roads as private. This rededication would be necessary if the gate was approved. Ms. Meehan explained that they maintain their streets because the City has not accepted them, as they do not meet City standards. The application for the subdivision did not include a proposed gate and was never approved for that, which is why the request for the PUD Modification and Rezoning has been made. Ms. Hodgkin noted that Staff has determined this amendment is inconsistent with the CAMA Land Use Plan.

The Board reached a consensus to deny the recommendation for approval of the request. Mr. Locklin made a motion to recommend the denial of the proposed amendment for the Cades Cove

PUD Modification and Rezoning to the Board of Aldermen. Seconded by Mr. Fiss. ***Unanimous Vote; Motion Carried.***

Chair Hodgkin, read the Consistency Statement recommending denial of the proposed Amendment to the Board of Aldermen for a final decision.

H. New Business:

1. Bed and Breakfast/Special Events – Text Amendment

Ms. Meehan gave an overview of the proposed amendment. At their August 20, 2020⁴, regular meeting, the Board of Aldermen requested that Staff work with the Planning Board to consider the addition of development standards for weddings, birthdays, and other similar events occurring at bed and breakfasts. The use of bed and breakfasts for events is common throughout the state. The question is, where and how are these types of events appropriate for bed and breakfast establishments in Southport?

The UDO defines a bed and breakfast as a house, or portion thereof, where short-term lodging rooms and meals are provided. The operator of the inn shall live on the premises or in adjacent premises. Further, the following standards are required for all bed and breakfasts:

Section 3.8.C. Bed and Breakfast has the following three (3) supplemental standards, where permitted:

- Sanitation. Compliance with rules governing the sanitation of bed and breakfast homes, section 2200 of the North Carolina Administrative Code, Title 10, Department of Human Resources.
- Management Plan. The application for a bed and breakfast home should include a management plan.
- An on-site manager shall be required to have permanent residence at any permitted bed and breakfast establishment.

While there are no formal event standards for bed and breakfasts, other establishments in the city have been afforded the ability to host functions as outlined in their required management plan. This procedure doesn't set precedence since it is tied to a Special Use permit, and conditions for each application are different. On the other hand, there is no standard to be set for the intensity/size of the event, which is challenging. There are jurisdictions that do not allow special events at their bed and breakfasts; some that allow a certain number of events or limit the size of events; and those that do allow them with very specific standards. Some that do not have specific event standards offer the opportunity to apply for a special event permit. A listing of other jurisdictions' ordinances or permit language is attached to this memo.

The City can consider language from other jurisdictions but ultimately, there should be unique language specific to Southport. The city's character and needs need to be considered. There may be cases where events at bed and breakfasts are appropriate and cases when they may not be appropriate.

Chair Hodgkin emphasized the need for a baseline for policies and standards. She noted that sending Special Use permits to the Board of Adjustment on a case-by-case basis can become repetitive without established conditions. Chair Hodgkin advocated for the creation of basic standards that should be consistently applied to all requests submitted.

Mr. Hewett recommended several key considerations: first, promptly remove debris after an event and possibly implement fees for the City's public services. It's also important to inform the public about the event so they can avoid the affected area. Additionally, provide the applicant

with information on parking, any limitations, and copies of the relevant ordinances to ensure they are well informed.

Mr. Locklin requested a list of the bed and breakfasts in town along with their guidelines.

The Board decided to create a Review Committee for thorough research. The Committee will include Mr. Hewett, Mr. Locklin, and Mr. Fiss.

I. Other Business:

Mr. Fiss requested an update on whether any voluntary annexation requests have been made in the Business Corridor Overlay that have been removed from the City's Extra-Territorial Jurisdiction (ETJ). Ms. Meehan responded that a formal letter has not yet been sent to those property owners, but Staff is actively working on the letters that will be distributed. She mentioned that she has spoken with several property owners who are interested in annexing into the City limits.

Mr. Fiss confirmed with Ms. Meehan that the City is collaborating with the Cape Fear Council of Governments and the Brunswick County Planning Department to gain insights into the best development practices.

J. Announcements

Ms. Meehan invited the Board to a Historic Resilience Workshop led by the UNC School of Government in Wilmington on October 30. If anyone is interested, please contact her or Ms. Shannon. She also noted that on October 21 the County will hold a Public Hearing on Rezoning. Southport City Staff will attend, and anyone is welcome to attend.

As there was no further business or discussion, Mr. Hewett moved to adjourn, seconded by Mr. Locklin. ***Unanimous Vote; Motion Carried.***

The Chair adjourned the meeting at 7:05 p.m.

Chair, Sue Hodgins

Deputy Clerk, Tanya Shannon



**City of Southport
Historic Preservation Commission
Minutes October 2, 2024
Indian Trail Meeting Hall, 113 W. Moore St.**

Member's Present: Chair Charles Drew, Vice-Chair Rick Pukenas, Bonnie Bray, Joanne Wesson, Josh McGee, Bonner Herring, and Tal West

Members Absent: Alexis Gore-Graves and Jim McKee

Staff Present: Historic Preservation Planner Penny Tysinger, Development Services Director Mo Meehan, City Planner Wendell Biddle, Deputy Clerk Tanya Shannon

Aldermen Liaison: Robert Carroll (absent)

A. Chair Drew called the meeting to order at 4:01 p.m.

B. The Invocation was given by Chair Drew.

C. The Pledge of Allegiance was led by Chair Drew.

Ms. Bray and Mr. West were appointed to a voting position in the absence of two members.

D. Approval of the Agenda

A motion was made by Mr. McGee to approve the Agenda and seconded by Mr. Pukenas.

Unanimous Vote; Motion Carried.

E. Approval of the Minutes

A motion was made by Mr. Pukenas to approve the September 4, 2024, Minutes and seconded by Mr. McGee.

Unanimous Vote; Motion Carried.

F. Public Comment: Chair Drew read comments submitted via email verbatim:

Dear Members of the Board of Aldermen,

I am writing to express my concerns regarding the proposed expansion of the Southport Historic District. My husband and I purchased our home at 211 W. Brown St. one year ago with the intention of expanding in the coming years. We have already drawn up plans for an additional bedroom suite, as the house is only 823 square feet and sits on a 1/3-acre lot.

The news of this potential expansion has caught us by surprise, as we have not received any notification from the city. We are concerned that the inclusion of our property in the historic district may impose restrictions that could significantly affect our planned expansion, which we are already financially committed to.

I respectfully request that our home be excluded from the expanded district or, if that is not possible, that we be granted a permit to add the bedroom suite without facing additional restrictions. We have also updated our address to accommodate a future guest house and view the bedroom suite as the next phase, once we are financially ready to proceed.

Thank you for your consideration,

Kimberly & Michael Burn

Kimberly Burnett | School Counselor

Loudoun County High School

415 Dry Mill Rd., Leesburg, VA. 20175

Direct 571-252-2012 | kimberly.burnett@lcps.org

Ms. Meehan stated that she would respond to the email and copy Chair Drew on the correspondence.

G. Old Business:

1. Review Southport's History Write Up

Ms. Tysinger provided a copy of the revised draft write-up for the Southport Local Historic District Design Standards. The commission unanimously agreed to have the document scanned and emailed to them so that they could review it thoroughly. A copy of the draft is also attached to the minutes as Attachment A.

2. John N. Smith Cemetery Update

Ms. Tysinger provided an overview of the discussion from the last meeting. She mentioned that she had spoken to Allayna Dail and Tom Stanley regarding the maintenance of the grounds with the Cemetery Committee. The discussion also focused on the possibility of designating the Cemetery as a historic landmark. Mr. Pukenas inquired about the timeframe for this process, to which Ms. Tysinger was unsure. Ms. Bray asked if there were any other locations outside of the district that wanted to be included in historical landmarks, to which Ms. Tysinger was not aware of any. Mr. Drew suggested the idea of creating a separate district for just the John N. Smith Cemetery, as it is located outside of the contiguous boundary. Although the Cemetery is already in the National Registry, the consensus was to include it in the Southport Historic District or designate it as a Landmark. It was also agreed to ask the consultant if the Cemetery could be designated as its own district and to proceed with the process of how to include the John N. Smith Cemetery.

3. Training Exercise

Ms. Tysinger illustrated a group exercise for everyone to participate in. The exercise showed that everyone has a unique thought and process on how to implement ideas and information.

H. New Business

She requested pictures of these items, and once collected, she will forward them to the consultant to include with the design standards document.

1. Damage from uprooted trees, flooding, storms, etc.
2. Sandbags in front of doors (either residential or commercial buildings)
3. Gutter and downspouts w/ extended downspouts or rain barrels
4. Before and after pics of a property in Southport that has been elevated
5. Images of chimneys – up-close
6. Up-close image of operable shutters -open and closed images would be great
7. Elevated HVAC unit
8. Temporary panels used in storm events on commercial buildings (I have images of other places, but any local examples would be great)
9. Up-close examples of any original light fixtures (1 or 2 examples)
10. Up-close image of driveways in local district
11. Up-close image of original siding (residential)
12. Up-close image of masonry (one residential and commercial example)
13. Up-close image of windows on 1-2 residential buildings
14. Up-close image of porch railing and entryway (2 examples of each)
15. Up-close image of foundation vents (I have a few local examples)
16. ADA ramp on either residential or commercial
17. Storefront image (I have some but with people in them; I would like some without people)
18. Rear roof ventilators, antennas, or painted meter boxes
19. Setback of new construction home and historic home (side view is preferable, if possible)
20. Front view of new construction home next to historic home
21. Up-close image of hardiplank siding on a new construction home
22. Any new rear additions to historic home
23. Local building that was relocated
24. Demolition of any historic home

The board members discussed various locations where they could find examples of the requested items. Some of these examples were unfamiliar and will require further research. Ms. Tysinger requested that the pictures be sent to her as soon as possible so that she could submit them to the consultant and, ultimately, to the State. She explained that the State had already reviewed the submitted standards once and that it should take about thirty days for the State to complete the final review.

I. Other Business:

None

J. Announcements

Development Service Director Ms. Meehan has invited everyone to attend the October 8th Comprehensive Plan Meeting to review the Draft. The Comprehensive Plan serves as the foundation for the Unified Development Ordinance, which implements the future vision outlined in the plan. It includes recommendations for land use, housing, historic preservation, transportation, and infrastructure. It's important to note that the Comprehensive Plan doesn't automatically update the City's Unified Development Ordinance. Updates to the ordinance, along with the City's Capital Improvement Program, are encouraged to bring the vision and goals of the City's CAMA and Comprehensive Land Use Plan to fruition.

There being no further business a Motion to Adjourn was made by Mr. Pukenas and seconded by Mr. Herring.
Unanimous Vote; Motion Carried.

—5:30 p.m.

Chairman, Charles Drew

Deputy Clerk, Tanya Shannon

MEMORANDUM

To: Southport Parks and Recreation Advisory Committee
From: Heather Hemphill, Director of Parks and Recreation
Date: Oct 15, 2024 (September RAC meeting reschedule)
Re: Recreation Advisory Committee Meeting

The Southport Parks and Recreation Advisory Committee meeting will be held on
Tuesday October 15, 2024 at 6:00pm at the Parks and Recreation office

AGENDA

1. Call to order – Chairman
2. Public Comment
3. Board Liaison Comments
4. Approval of minutes from October 2 meeting
5. Report by Director
6. Old Business
7. New Business
 - Discussion on Joint BOA and RAC meeting held September 17th
and Dr. Herstein's proposal
8. Adjourn

Southport Parks and Recreation Department

September 2024 Monthly Report

Before and Afterschool

Monday – Friday 7:00am – 5:30pm

Basketball

Open gym is held every Thursday – Monday evening from 5pm – 9pm.

Senior Activities

Senior Preventative Exercise

No impact stretching held at the Senior Building every MWF at 9AM

Senior Crafts

Craft classes held every Monday at 10AM at the Senior Building

Saturday Morning

Seniors meet every Saturday morning for coffee and light breakfast at the building for fellowship.

Senior Luncheon

Potluck lunch is held on the 2nd Wednesday of every month.

Fitness Classes

Martial Arts

Held at the Jaycee Building Tuesdays at 4:30pm

Core & Body Sculpting

Held at the Jaycee Building Tuesday at 8:30am and Wednesdays at 5:30PM

Buildings and Facilities Utilized and Rented out by Parks and Recreation

Franklin Square Park
City Pier
Kinglsey Park
Central Office
Waterfront Park
Riverwalk Gazebo
Atlantic Street Park

Caviness Park
Ft. Johnston Tennis Courts
City Gym
Jaycee Building
Ft. Johnston Playground
City Dock
Taylor Field Park

Historic Riverwalk
Lowe/White Park
Garrison Lawn
Keziah Park
Senior Building
Bay Street Overlook

- Annual Labor Day Crab Derby was held on September 2nd. Participants enjoyed about an hour of crab excitement and then the storms hit and we had to cancel the remainder of it. We had around 65 participants this year.
- September 11th, we had a joint Board of Alderman and Parks and Recreation Advisory meeting at the community building. The purpose of the joint meeting was for Dr. Herstine, our park consultant, to reveal the results of the public input and make recommendations for Franklin Square Park and its future.
- Our fall concert series, jointly sponsored with the Community Relations Department, was held Sunday afternoons at 2:00pm on the Garrison Lawn.
- Attended a Playcore seminar on September 12th. The topic was making our parks inclusive.
- Met with City Engineer, local Kayak shop owner, and Jesse McPherson to assure that the new kayak launch slope was at an appropriate slope. Jesse completed the work, and we await final inspection.
- The regularly scheduled Recreation Advisory meeting on the 17th was cancelled due to tropical storm #8 and rescheduled for October 2nd.
- The Advisory committee received the full report for FSP and recommendations from Dr. Herstine. The RAC has been tasked with making a recommendation for the future of FSP to the BOA.
- Scheduled for Bartlett Tree to complete phase 3 in FSP beginning October 8th.
- Met with Mo, Planning Director, to find a new location for the maintenance shed that is out of the flood zone at Taylor Field on September 25th.
- Staff participated in storm clean up of the parks and PR facilities.
- Due to school closure, we had the kids for remote learning for 2 weeks

September 2024 Work orders completed in Park maintenance

ID	Title	Status	Priority	Work Type	Description URL	Global ID	Assigned to	Teams	Ass Requested	Requested	Due date	Estimated	Completed	Location	Location	IC Asset	Asset ID	Time to Coi	Time Open	Time In Pro	Time Out	Work Request ID
94	Moose night DONE	DONE	LOW	REACTIVE	Clean, Car https://app.36241136	Michael McGhee					9/27/2024	1:00:00	Michael McGhee	Garrison	2212159			128:01:04	0	0:00:08	217:30:57	760:07:50
101	Vires DONE	DONE	LOW	REACTIVE	Cut back vi https://app.36314598	Michael McGhee					8/28/2024	1:00:00	Michael McGhee	Marsh walk	2301299			217:31:05	47:34:44	0:00:03	217:30:57	
113	Water plan DONE	DONE	LOW	REACTIVE	Down town https://app.36443885	Michael McGhee					9/2/2024	1:00:00	Michael McGhee	Bay street	2212144			47:34:44	0:00:03	217:30:57		
116	Crab derby DONE	DONE	LOW	REACTIVE	Southport https://app.36479487	Michael McGhee					8/30/2024	1:00:00	Michael McGhee	Waterfront	2212169			88:58:47	0:00:06	3:07:25	3:07:19	
117	Regular me DONE	DONE	LOW	REACTIVE	Cut weed b https://app.36750653	Michael McGhee					9/3/2024	1:00:00	Michael McGhee	Garrison	2212159			3:06:31	0:00:04	3:06:27	3:05:44	
118	Regular me DONE	DONE	LOW	REACTIVE	Cut weed b https://app.36750793	Michael McGhee					9/3/2024	1:00:00	Michael McGhee	Commun	2212146			3:05:47	0:00:03	3:05:44	3:05:44	
119	Regular me DONE	DONE	LOW	REACTIVE	Cut weed b https://app.36750810	Michael McGhee					9/3/2024	1:00:00	Michael McGhee	Commun	2212146			15:21:56	0:00:06	1:05:46	1:05:46	
120	Water plan DONE	DONE	LOW	REACTIVE	Down town https://app.36751183	Michael McGhee					9/3/2024	1:00:00	Michael McGhee	Kingsley	2212164			1:05:52	0:00:06	1:05:46	1:05:46	
121	Regular me DONE	DONE	LOW	REACTIVE	Cut weed b https://app.36780959	Michael McGhee					9/3/2024	1:00:00	Michael McGhee	S Atlantic A	2212188			1:04:53	0:00:03	1:04:50	1:04:50	
122	Regular me DONE	DONE	LOW	REACTIVE	Cut weed b https://app.36781054	Michael McGhee					9/3/2024	1:00:00	Michael McGhee	Franklin Sq	2212153			2:19:02	0:00:05	2:18:57	2:18:57	
123	Regular me DONE	DONE	LOW	REACTIVE	Cut weed b https://app.36854722	Michael McGhee					9/4/2024	1:00:00	Michael McGhee	Bay street	2212144			3:00:22	0:00:03	3:00:19	3:00:19	
124	Regular me DONE	DONE	LOW	REACTIVE	Cut weed b https://app.36854722	Michael McGhee					9/4/2024	1:00:00	Michael McGhee	Indian Trail	2212162			2:55:26	0:00:06	2:55:20	2:55:20	
125	Regular me DONE	DONE	LOW	REACTIVE	Cut weed b https://app.36854800	Michael McGhee					9/4/2024	1:00:00	Michael McGhee	Indian Trail	2212162			0:56:17	0:00:03	0:56:17	0:56:17	
126	Water plan DONE	DONE	LOW	REACTIVE	Down town https://app.36874298	Michael McGhee					9/4/2024	1:00:00	Michael McGhee	Low White	2212167			3:23:35	0:00:05	3:23:30	3:23:30	
127	Regular me DONE	DONE	LOW	REACTIVE	Cut weed b https://app.36874405	Michael McGhee					9/4/2024	1:00:00	Michael McGhee	Waking tra	2212189			0:00:33	0:00:05	0:00:28	0:00:28	
128	Remove fai DONE	DONE	LOW	REACTIVE	Trees from https://app.36894758	Michael McGhee					9/4/2024	1:00:00	Michael McGhee	Taylor Fie	2212168			15:34:11	7:08:41	8:25:30	8:25:30	
130	Water plan DONE	DONE	LOW	REACTIVE	Down town https://app.36944033	Michael McGhee					9/5/2024	1:00:00	Michael McGhee	Playground	2212223			47:55:17	0:00:11	0:00:38	0:00:38	
131	Inspection DONE	DONE	LOW	REACTIVE	Raked in m https://app.36944175	Michael McGhee					9/5/2024	1:00:00	Michael McGhee	Waterfront	2212169			0:44:31	0:00:03	0:44:28	0:44:28	
132	Friday cut DONE	DONE	LOW	REACTIVE	Cut weed b https://app.37048270	Michael McGhee					9/6/2024	1:00:00	Michael McGhee	Garrison	2212159			0:44:37	0:00:03	0:44:34	0:44:34	
133	Friday cut DONE	DONE	LOW	REACTIVE	Cut weed b https://app.37048337	Michael McGhee					9/6/2024	1:00:00	Michael McGhee	Gariness	2212145			0:43:45	0:00:03	0:43:42	0:43:42	
134	Regular me DONE	DONE	LOW	REACTIVE	Cut weed b https://app.37048413	Michael McGhee					9/6/2024	1:00:00	Michael McGhee	JC building	2212200			0:42:51	0:00:03	0:42:48	0:42:48	
135	Regular me DONE	DONE	LOW	REACTIVE	Cut weed b https://app.37048486	Michael McGhee					9/6/2024	1:00:00	Michael McGhee	Low White	2212167			5:02:52	0:00:04	5:01:48	5:01:44	
136	Blow termi DONE	DONE	LOW	REACTIVE	Blow and c https://app.37048679	Michael McGhee					9/6/2024	1:00:00	Michael McGhee	Commun	2212174			5:01:48	0:00:04	5:01:44	5:01:44	
137	Blow termi DONE	DONE	LOW	REACTIVE	Blow https://app.37048760	Michael McGhee					9/6/2024	1:00:00	Michael McGhee	Low White	2212167			5:02:52	0:00:04	5:01:48	5:01:44	
138	Basketball DONE	DONE	LOW	REACTIVE	Check https://app.37048836	Michael McGhee					9/6/2024	1:00:00	Michael McGhee	Basketball	2212225			5:00:39	0:00:04	5:00:35	5:00:35	
139	Basketball DONE	DONE	LOW	REACTIVE	Blow check https://app.37048922	Michael McGhee					9/6/2024	1:00:00	Michael McGhee	Outside ba	2212210			91:18:06	0:00:02	0:57:11	90:21:53	
140	Tables and DONE	DONE	MEDIUM	REACTIVE	Moved 2 ta https://app.37049131	Michael McGhee					9/6/2024	1:00:00	Michael McGhee	JC building	2212200			0:35:21	0:00:04	0:35:17	0:35:17	
141	Trash at ps DONE	DONE	MEDIUM	REACTIVE	Removed 2 https://app.3707156	Michael McGhee					9/6/2024	1:00:00	Michael McGhee	All parks	2262198			4:37:18	4:37:18	0:00:02	0:00:02	0:00:24
142	55+ table c DONE	DONE	MEDIUM	REACTIVE	Removed t https://app.37207402	Michael McGhee					9/11/2024	1:00:00	Michael McGhee	JC building	2212200			26:31:18	26:31:18	0:00:02	0:00:02	2:16:49
143	Water plan DONE	DONE	LOW	REACTIVE	Down town https://app.37207446	Michael McGhee					9/11/2024	1:00:00	Michael McGhee	Taylor Fie	2212168			2:16:51	0:00:02	2:16:49	2:16:49	
144	Shingles DONE	DONE	LOW	REACTIVE	Move shing https://app.37211308	Michael McGhee					9/9/2024	1:00:00	Michael McGhee	Waterfront	2212169			2:17:51	0:00:04	2:17:47	2:17:47	
145	Regular me DONE	DONE	LOW	REACTIVE	Cut weed b https://app.37211409	Michael McGhee					9/9/2024	1:00:00	Michael McGhee	Garrison	2212159			2:17:01	0:00:03	2:16:58	2:16:58	
146	Regular me DONE	DONE	LOW	REACTIVE	Cut weed b https://app.37211510	Michael McGhee					9/9/2024	1:00:00	Michael McGhee	Commun	2212146			2:16:00	0:00:03	2:15:57	2:15:57	
147	Regular me DONE	DONE	LOW	REACTIVE	Cut weed b https://app.37211618	Michael McGhee					9/9/2024	1:00:00	Michael McGhee	Sh street	2319257			1:20:47	0:00:13	1:20:34	1:20:34	
148	Cut field at DONE	DONE	LOW	REACTIVE	Cut field https://app.37240522	Michael McGhee					9/9/2024	1:00:00	Michael McGhee	Kingsley, p	2212178			6:40:30	3:30:39	3:08:51	3:08:51	
149	Kingsley pl DONE	DONE	LOW	REACTIVE	Missing no https://app.37370141	Michael McGhee					9/10/2024	1:00:00	Michael McGhee	Marsh walk	2301299			0:00:10	0:00:10	0:00:03	0:00:03	0:06:15
150	Work mars OPEN	OPEN	LOW	REACTIVE	Pathway li https://app.37374131	Michael McGhee					9/10/2024	1:00:00	Michael McGhee	Garrison	2212159			0:06:18	0:00:03	0:06:15	0:06:15	
151	Marsh walk OPEN	OPEN	LOW	REACTIVE	Sign was of https://app.37384129	Michael McGhee					9/10/2024	1:00:00	Michael McGhee	Restrooms	2212181			0:00:12	0:00:12	0:00:05	0:00:05	0:00:12
152	Sign on live DONE	DONE	MEDIUM	REACTIVE	Clean off p https://app.37428428	Michael McGhee					9/12/2024	1:00:00	Michael McGhee	Parks tras	2212197			139:05:50	139:05:50	0:00:23	0:00:23	0:00:23
153	Roof on ba DONE	DONE	MEDIUM	REACTIVE	Empty all c https://app.37545106	Michael McGhee					9/13/2024	1:00:00	Michael McGhee	All parks	2262198			0:00:48	0:00:04	0:00:04	0:00:04	
154	Trash cans DONE	DONE	MEDIUM	REACTIVE	Empty all c https://app.37545106	Michael McGhee					9/13/2024	1:00:00	Michael McGhee	Planter box	228519			0:00:48	0:00:04	0:00:04	0:00:04	
155	Trash cans DONE	DONE	MEDIUM	REACTIVE	Empty all c https://app.37545126	Michael McGhee					9/13/2024	1:00:00	Michael McGhee	JC building	2212200			4:58:53	4:58:53	0:00:04	0:00:04	0:00:13
156	Water plan DONE	DONE	MEDIUM	REACTIVE	Water flow https://app.37545263	Michael McGhee					9/13/2024	1:00:00	Michael McGhee	JC building	2212200			4:58:53	4:58:53	0:00:04	0:00:04	0:00:13
157	Tables new DONE	DONE	LOW	REACTIVE	Tool knew https://app.37545534	Michael McGhee					9/13/2024	1:00:00	Michael McGhee	JC building	2212200			4:58:53	4:58:53	0:00:04	0:00:04	0:00:13
158	Water plan DONE	DONE	LOW	REACTIVE	Down town https://app.37545567	Michael McGhee					9/13/2024	1:00:00	Michael McGhee	JC building	2212200			4:58:53	4:58:53	0:00:04	0:00:04	0:00:13
159	JC building OPEN	OPEN	LOW	REACTIVE	Someone f https://app.37547342	Michael McGhee					9/13/2024	1:00:00	Michael McGhee	JC building	2212200			4:58:53	4:58:53	0:00:04	0:00:04	0:00:13
160	Boys bathn DONE	DONE	MEDIUM	REACTIVE	Instal new https://app.37565653	Michael McGhee					9/11/2024	1:00:00	Michael McGhee	Parks and r	2212155			73:06:16	73:06:16	0:01:37	0:01:37	0:01:37
161	Water plan DONE	DONE	MEDIUM	REACTIVE	Down town https://app.37619810	Michael McGhee					9/16/2024	1:00:00	Michael McGhee	Bay street	2212144			0:01:40	0:00:03	0:01:37	0:01:37	
162	Regular me DONE	DONE	MEDIUM	REACTIVE	Cut weed b https://app.37619866	Michael McGhee					9/12/2024	1:00:00	Michael McGhee	Indian Trail	2212162			0:01:01	0:00:02	0:00:59	0:00:59	
163	Regular me DONE	DONE	MEDIUM	REACTIVE	Cut weed b https://app.37619946	Michael McGhee					9/12/2024	1:00:00	Michael McGhee	Kingsley	2212164			0:00:26	0:00:03	0:00:23	0:00:23	
164	Regular me DONE	DONE	MEDIUM	REACTIVE	Cut weed b https://app.37619999	Michael McGhee					9/12/2024	1:00:00	Michael McGhee	Low White	2212167			3:13:27	0:00:05	3:13:22	3:13:22	
165	Regular me DONE	DONE	MEDIUM	REACTIVE	Cut weed b https://app.37627733	Michael McGhee					9/16/2024	1:00:00	Michael McGhee	Onside ba	2212210			144:24:33	144:24:33	0:00:05	0:00:05	0:00:05
166	Replace ne DONE	DONE	MEDIUM	REACTIVE	Basketball https://app.37720610	Michael McGhee					9/18/2024	1:00:00	Michael McGhee	All parks	2262198			1:36:51	1:36:51	0:00:22	0:00:22	0:00:22
167	Trash cans DONE	DONE	MEDIUM	REACTIVE	Empty all c https://app.38007222	Michael McGhee					9/18/2024	1:00:00	Michael McGhee	All parks	2262198			1:36:23	1:36:23	0:00:22	0:00:22	0:00:22
168	Water plan DONE	DONE	HIGH	REACTIVE	Down town https://app.38007250	Michael McGhee					9/18/2024	1:00:00	Michael McGhee	All parks	2262198			9:38:04	9:38:04	0:00:22	0:00:22	0:00:22
169	Clean derb DONE	DONE	HIGH	REACTIVE	Clean 7am https://app.38009557	Michael McGhee					9/20/2024	1:00:00	Michael McGhee	All parks	2262198			9:38:04	9:38:04	0:00:22	0:00:22	0:00:22
170	Water plan DONE	DONE	MEDIUM	REACTIVE	Down town https://app.38015332	Michael McGhee					9/20/2024	1:00:00	Michael McGhee	All parks	2262198			9:38:04	9:38:04	0:00:22	0:00:22	0:00:22
171	Trash cans DONE	DONE	MEDIUM	REACTIVE	Empty all c https://app.38015345	Michael McGhee					9/18/2024	1:00:00	Michael McGhee	All parks	2262198			9:38:04	9:38:04	0:00:22	0:00:22	0:00:22
172	Receptacle DONE	DONE	LOW	REACTIVE	Reinstall re https://app.38015468	Michael McGhee					9/18/2024	1:00:00	Michael McGhee	Stage	2212219			0:08:47	0:00:08	0:08:39	0:08:39	
173	Receptacle DONE	DONE	LOW	REACTIVE	Reinstall re https://app.38133057	Michael McGhee					9/18/2024	1:00:00	Michael McGhee	Stage	2212219			0:08:47	0:00:08	0:08:39	0:08:39	

174	Trash cans DONE	MEDIUM	PREVENTIV	Empty all c	https://app.38133102	Michael McGhee	9/23/2024	1:00:00	Michael Mc Weekly 11	All parks	2262198	27:05:38	27:05:38		
175	Water plan DONE		REACTIVE	Down town	https://app.38133119	Michael McGhee	9/23/2024	1:00:00	Michael Mc Weekly 11	Monday/Wednesday/Friday	2262198	33:05:36	33:05:36		
176	Regular ma DONE		REACTIVE	Cut	https://app.38133198	Michael McGhee	9/19/2024	1:00:00	Michael McGhee	Waterfront	2213272	0:00:04	0:00:04		
177	Regular ma DONE		REACTIVE	Cut weed b	https://app.38133265	Michael McGhee	9/20/2024	1:00:00	Michael McGhee	Garrison	2212159	25:11:18	0:00:03	25:11:15	
178	Regular ma DONE		REACTIVE	Cut weed b	https://app.38133330	Michael McGhee	9/20/2024	1:00:00	Michael McGhee	Communh	2212146	25:10:09	0:00:06	25:10:03	
179	Regular ma DONE		REACTIVE	Cut weed b	https://app.38198230	Michael McGhee	9/20/2024	1:00:00	Michael McGhee	Bay street	2212144	18:31:16	18:31:16		
181	Regular ma DONE		REACTIVE	Cut weed b	https://app.38198498	Michael McGhee	9/20/2024	1:00:00	Michael McGhee	Indian Trail	2212162	18:27:02	0:00:03	18:26:59	
182	Regular ma DONE		REACTIVE	Cut weed b	https://app.38198570	Michael McGhee	9/20/2024	1:00:00	Michael McGhee	Cawiness	2212145	18:26:02	0:00:02	18:26:00	
183	Regular ma DONE		REACTIVE	Cut weed b	https://app.38198631	Michael McGhee	9/20/2024	1:00:00	Michael McGhee	Lowe White	2212167	18:25:13	0:00:02	18:25:11	
184	Regular ma DONE		REACTIVE	Cut weed b	https://app.38198772	Michael McGhee	9/20/2024	1:00:00	Michael McGhee	JC building	2212200	18:24:20	0:00:03	18:24:17	
185	Regular ma DONE		REACTIVE	Cut weed b	https://app.38198812	Michael McGhee	9/20/2024	1:00:00	Michael McGhee	Franklin Sq	2212153	18:22:49	0:00:02	18:22:47	
186	Regular ma DONE		REACTIVE	Cut weed b	https://app.38198866	Michael McGhee	9/20/2024	1:00:00	Michael McGhee	All parks	2262198	0:00:15	0:00:03	0:00:12	
187	Treat fire ai DONE	HIGH	REACTIVE	Amto	https://app.38339150	Michael McGhee	9/23/2024	1:00:00	Michael McGhee	Monday/Wednesday/Friday	2262198	39:55:50	39:55:50		
188	Water plan DONE		REACTIVE	Down town	https://app.38339194	Michael McGhee	9/23/2024	1:00:00	Michael Mc Weekly 11	Monday/Wednesday/Friday	2262198	20:55:53	20:55:53		
189	Trash cans DONE	MEDIUM	PREVENTIV	Empty all c	https://app.38339205	Michael McGhee	9/23/2024	1:00:00	Michael Mc Weekly 11	All parks	2213272	0:00:04	0:00:04		
190	Regular ma DONE		REACTIVE	Cut weed b	https://app.38339337	Michael McGhee	9/23/2024	1:00:00	Michael McGhee	Garrison	2212159	0:00:10	0:00:10		
191	Regular ma DONE		REACTIVE	Cut weed b	https://app.38339404	Michael McGhee	9/23/2024	1:00:00	Michael McGhee	Communh	2212146	0:00:03	0:00:03		
192	Regular ma DONE		REACTIVE	Cut weed b	https://app.38339797	Michael McGhee	9/23/2024	1:00:00	Michael McGhee	Communh	2212146	58:19:06	0:00:05	58:19:01	
193	Cut and pu DONE	MEDIUM	REACTIVE	At commur	https://app.38407028	Michael McGhee	9/24/2024	1:00:00	Michael McGhee	All parks	2262198	12:18:27	12:18:27		
194	Trash cans DONE		PREVENTIV	Empty all c	https://app.38529478	Michael McGhee	9/27/2024	1:00:00	Michael Mc Weekly 11	All parks	2262198	31:18:27	31:18:26		
195	Water plan DONE		REACTIVE	Down town	https://app.38529483	Michael McGhee	9/27/2024	1:00:00	Michael Mc Weekly 11	Monday/Wednesday/Friday	2212159	0:00:04	0:00:04		
196	Regular ma DONE		REACTIVE	Cut weed b	https://app.38607781	Michael McGhee	9/26/2024	1:00:00	Michael McGhee	Garrison	2212159	0:00:06	0:00:06		
197	Regular ma DONE		REACTIVE	Cut weed b	https://app.38607802	Michael McGhee	9/26/2024	1:00:00	Michael McGhee	Communh	2212146	0:00:03	0:00:03		
198	Regular ma DONE		REACTIVE	Cut weed b	https://app.38607834	Michael McGhee	9/26/2024	1:00:00	Michael McGhee	S Atlantic A	2212198	0:00:03	0:00:03		
199	Regular ma DONE		REACTIVE	Cut weed b	https://app.38607861	Michael McGhee	9/26/2024	1:00:00	Michael McGhee	Kingsley	2212164	0:00:03	0:00:03		
200	Regular ma DONE		REACTIVE	Cut weed b	https://app.38607886	Michael McGhee	9/26/2024	1:00:00	Michael McGhee	Taylor Fiet	2212168	0:00:02	0:00:02		
201	Test #1 DONE		REACTIVE	Test	https://app.38645101	Michael McGhee,Jarod Parker	9/27/2024	1:00:00	Jarod Parker	All parks	2262198	1:14:13	1:08:07	0:06:06	
202	Water plan DONE		REACTIVE	Down town	https://app.38652986	Michael McGhee	9/30/2024	1:00:00	Michael Mc Weekly 11	Monday/Wednesday/Friday	2262198	31:19:16	31:19:16		
203	Trash cans DONE	MEDIUM	PREVENTIV	Empty all c	https://app.38652989	Michael McGhee,Jarod Parker	9/30/2024	1:00:00	Jarod Parkr	Weekly 11	All parks	2262198	7:06:21	6:07:30	0:58:51
204	Cut vines a DONE		REACTIVE	Cut pull. (1	https://app.38659861	Michael McGhee,Jarod Parker	9/27/2024	1:00:00	Michael McGhee	Franklin Sq	2212153	16:25:04	16:25:59	0:00:05	
205	Mulch in pl DONE		REACTIVE	Fill in holes	https://app.38661396	Michael McGhee	9/27/2024	1:00:00	Michael McGhee	Playground	2212223	0:07:39	0:00:03	0:07:36	
207	Regular ma DONE		REACTIVE	Weed edge	https://app.38749454	Jarod Parker	9/30/2024	1:00:00	Jarod Parker	Bay street	2212144	6:36:32	5:16:44	1:21:48	
208	Regular ma DONE		REACTIVE	Weed edge	https://app.38749607	Jarod Parker	9/30/2024	1:00:00	Jarod Parker	Indian Trail	2212162	8:05:50	6:52:16	1:10:24	
209	Regular ma DONE		REACTIVE	Weed edge	https://app.38749937	Jarod Parker	9/30/2024	1:00:00	Jarod Parker	Waterfront	2213272	3:59:13	3:58:23	0:00:50	
210	Regular ma DONE		REACTIVE	Weed edge	https://app.38750066	Jarod Parker	9/30/2024	1:00:00	Jarod Parker	Garrison	2212159	3:56:50	3:25:00	0:31:50	
211	Regular ma DONE		REACTIVE	Weed edge	https://app.38750215	Jarod Parker	9/30/2024	1:00:00	Jarod Parker	Communh	2212146	3:22:32	0:25:05	2:57:27	
212	Regular ma DONE		REACTIVE	Cut weed	https://app.38750388	Michael McGhee	9/30/2024	1:00:00	Michael McGhee	Bay street	2212144	0:54:43	0:21:23	0:33:20	
213	Regular ma DONE		REACTIVE	Mow/weac	https://app.38750463	Michael McGhee	9/30/2024	1:00:00	Michael McGhee	Indian Trail	2212162	1:14:11	0:54:51	0:19:20	
214	Regular ma DONE		REACTIVE	Mow/weec	https://app.38750566	Michael McGhee	9/30/2024	1:00:00	Michael McGhee	Waterfront	2213272	3:20:23	2:31:07	0:49:16	
215	Regular ma DONE		REACTIVE	Mow/weed	https://app.38750696	Michael McGhee	9/30/2024	1:00:00	Michael McGhee	Communh	2212146	4:19:59	4:07:20	0:12:39	
217	Regular ma DONE		REACTIVE	Mow/weed	https://app.38751074	Michael McGhee	9/30/2024	1:00:00	Michael McGhee	Garrison	2212159	4:03:56	3:18:37	0:45:19	
218	Change mt DONE		REACTIVE	Fill empty c	https://app.38794466	Michael McGhee	9/30/2024	1:00:00	Michael McGhee		2212145	0:41:51	0:00:05	0:41:48	
219	Gas cans DONE		REACTIVE	Weed edge	https://app.38802116	Jarod Parker	10/1/2024	1:00:00	Jarod Parker	Cawiness	2212145	17:09:38	15:40:49	1:28:49	
220	Regular ma DONE		REACTIVE	Cut weed	https://app.38802201	Michael McGhee	10/1/2024	1:00:00	Michael McGhee	Cawiness	2212145	15:54:49	15:33:11	0:21:38	
221	Regular ma DONE		REACTIVE	Weed edge	https://app.38802299	Michael McGhee,Jarod Parker	10/1/2024	1:00:00	Michael McGhee	Lowe White	2212167	45:45:41	45:10:54	0:34:47	
222	Regular ma DONE		REACTIVE	Cut weed	https://app.38802384	Michael McGhee,Jarod Parker	10/1/2024	1:00:00	Michael McGhee	Lowe White	2212167	17:29:10	15:55:11	1:33:59	
223	Regular ma DONE		REACTIVE	Weed edge	https://app.38802450	Michael McGhee,Jarod Parker	10/1/2024	1:00:00	Michael McGhee	Franklin Sq	2212153	23:51:28	23:51:28		
224	Regular ma DONE		REACTIVE	Cut (2hr 47	https://app.38802523	Michael McGhee	10/1/2024	1:00:00	Michael McGhee	Franklin Sq	2212153	23:49:09	17:33:27	6:15:27 0:00:15	

Parks and Rec October 2nd (September make up)

In Attendance: Emma Thomas (Chairperson), Stephanie Jackson, Warren Whitley, Kerrie Boyan, Roberta Doshier,

Not in attendance: Eddie Davis

Staff Present: Heather Hemphill and Michale McGee

Lesion: Lowe Davis

Call to Order: (5:35)

Public Comments: (5:40-5:55)

- Jeanne Potter: lives on Moore Street, “there are good options in Dr Herstein’s plan but no one option fits everything that fit Franklin Square Park.” Friends of Franklin strongly recommend that the city makes a Franklin Park special advisory committee. Also mentioned that Robert Potter has offered to draw out a plan for landscaping, this could save the city a lot of money.

Jeanne/“Friends of Franklin” handed out a letter about their wishes

Roberta Doshier, mentioned Parks and Recs has to have a Franklin Square master plan to be approved by the Alderman before they can apply for grants.

- Cheryl Daniel, lives on W Bay Street, a noted number of people on their facebook group, has offered money, hands on help. The expense of landscaping could be avoided with their help.
- Ginger Harper, lives on E. Bay Street, Applauds park and rec efforts to make is doing. Speaking about the park, it should be used as a spot of mediation and quiet enjoyment. “Friends of Franklin “are here to help, Let us help you get this done. FOF, “let us help you get it done.”
- Andy Briosche lives on Lord Street. Sits on the board BCC Foundation, has a back ground as in non-profit fund raising. Talked about how he wants Franklin Square Park opened while the city produces a plan. His wife is hoping to have a Cinco De Mayo performance on the stage in Franklin Square for a small group of her students. Performance helps build confidence with all children, especially kids at risk. One of the reasons he was there his wife reached out to Friends of Franklin and she was told the “park is closed”. He feels that Franklin Square Park is a valuable resource and arts, culture and community.
- Jean Potter, lives on Moore, representing Friends of Franklin, discussed her response to Gisella’s inquiry about using Franklin Square Park stage, Jean told her the park and stage was closed and suggested she should explore other parks .

Public Comments closed (5:55-6:00)

- by Emma and reminded everyone that Dr. Herstine will be at the next meeting to answer questions on October 15th.
- Also, that tonight meeting is the regular monthly meeting and not a workshop format. And assured everyone that P&R, is not making a recommendations or voting on any items tonight.
- Emma, clarified that the Parks and Recreation Department is over all parks, and citizens should contact Heather Hemphill at Parks and Rec with questions.

Board Liaison Comments: (6:00-6:20) Lowe Davis

- Aldermen meeting in October 7th, at the community building, October 10th and November the 4th and 8th.
- Lowe referenced this meeting was a special FSP meeting, Heather clarified it was a make up meeting for the missed September meeting due to the storm not a special meeting.
- Parks and Recreation committee is down a member and the opening has been posted for applications until October 23, 2024. Lowe, suggested P&R do interviews quickly so the new member can be voted on at the November 4th Board of Alderman meeting.
- Notice is on the Southport City Website and in the State Port Pilot
- The quorum is based on the full membership not who is present.
- Indigo Two, is coming back, and clarified only the marina area, is still in the city. The rest of the vacant land is now in the county.
- What would Parks and Rec like in Stevens Park as a possible negotiating tool with BHL/Indigo 2
- Stevens Park has two sections, 4.3 and 2.6 acres, divided by Everett Road is a city right of way, what kind of things does parks and recs want to develop in the area.
- Would it be a possibility for a YMCA to partner with Southport to build a swimming pool.
- Lowe said the only property in Indigo that is left in the city is where the Marina location.
- Be prepared to make recommendations, whatever you think the city should do in Stevens Park. It's up to P&R to make a recommendation, as soon as possible.

- Heather, concern is the land was given to city P&R, the 2023- 2028 Master Plan says the Southport would build a P&R Complex.
- Emma, the YMCA doesn't come to town and build a Y. The community must raise funds for the YMCA to build. Also, the community would be responsible for an annual fund raiser drive to keep the YMCA Financially stable.
- Stephanie said she, " would vote No to pursuing a YMCA." There is a 2023-2028 Master Plan, and we should follow through with that and focus on the children.
- Emma, clarified Dr. Herstine will be at the next Parks and Recs meeting on October 15th to answer questions about his "FSP Operational Report."

Minutes Approved with one date change needed on page two, 5-0 (6:19-6:25)

Report From the Director: Heather Hemphill (6:25-6:40)

Monthly Activities:

- September report including Senior activities at the Jaycee building, Gym is open for Basketball Thursday – Monday 5pm to 9 pm. Report says August because this meeting was a makeup meeting

Dog Fountains for Taylor Field:

- Dog Fountains have not been installed, installation to be scheduled in October

Kayak Launch:

- Construction was completed but immediately there was an issue with the slope. McPherson's firm, made the correction, waiting on the "as built stamp" and final inspection before the city can open it for use.

Franklin Park Square: Tree up and grounds update

- The Board of Alderman, approved the contract for the second phase of the tree work in Franklin Park on 9/23/2024 (Evert Jones Bartlett Tree) Work to be scheduled in October, the work will focus on pruning approximately 30 trees, remove over extended branches and install lightning protection.
Park will be closed while the tree work is completed.
- Mike McGee is waiting for tree work to be completed before fertilize, mulch and seed.
- Need an approved FSP Master Plan to apply to apply grants for other improvements in FSP

Kinsley park. Discussion (6:40-6:50)

* There is no set day or time to say when Kinsley Park is used, and parking is quite often full.

* There is a Need for additional parking, doesn't matter what day. Question, is the process for the city recapture the right of ways. Lowe, Tom Z has a parking plan designed a plan that will hold 10 or 12 more cars at the foot of East Bay.

* City right of ways needed to move forward with connectivity, to from Lowe white to Kinsley

* Lowe shared the property on Moore Street is now listed; the alderman would need to purchase this property to add it to the Lowe-White to Kinsley Park connector path

* There is a need for a Sidewalk from Moore Street to Kinsley Park on East Bay,

* The city has set aside \$100,000 for sidewalks but no designated areas are set

New Business: (6:50-7:15)

State Fair trip,

- October 19th, P&R are taking a group to the North Carolina State Fair, It costs \$20.00 includes van transportation and entrance fee, Meet at 10:00 am at the P&R and return around 9:00 .

Franklin Square Report and discussion:

- September 17 joint meeting with Doctor Harstine, reviewed his three options and presented his report to the city and Parks and Recreation department
- Heather, presented a summary of Dr. H's report, 224 pages. The purpose of Dr Harstine's report was to analyze and assess the present condition and uses of the park. Then make recommendations to improve and enhance the current condition and enhance the park for future use, management and maintenance. (document attached)
- Question: can the park be a show place and a showground for recreation and community programs, events, including scaled down festivals and music.
- The assessment of the park indicates the primary problem was associated with lack of maintenance over many years.
- Goal of the operational report for FSP, is to develop a plan and process to return and maintain FSP to the best condition. While ensuring a safe space for practical and viable use of the park for future programs, services, events and activities and markets and community and individual gatherings.

Remember: Harstine's report is just recommendations, you can take ideas and goals from each of the three options. Dr. Harstine's report is just a suggestion.

- Stage was built in 1984 on the LWCF grant, 50/ 50 match. If the stage is moved out of Franklin Square Park, the city would have to refund the grant at today's value.
- There is a master plan for all of Southport Parks, 2023-2028 Parks and Recreation and Open Space Master Plan.
- The 2023-2028 Parks and Recs Master Plan, to date a lot of good things to happen and under way in Franklin Square Park. Tree survey was completed, and tree work is underway, bushes have been trimmed and dead trees removed, Walk way lights have been installed.
- How to set a realistic schedule for maintenance of trees and shrubbery? Maintain X Program has been put place, for work order. Once a work order is placed, when the job is assigned and when it is completed. As well as tracking how long, the job took.
- Lowe asked what the actual plan for the stage is. Are we going to keep the stage, move the stage? Could you move the stage to Taylor Field?
- We can't remove the stage from FSP, it has to stay in FSP because the city would have repay LWCF
- LCFW water and conservation fund grants may be available to repair in stage in stages
- There is no formal plan yet, committee to review the Master Plan and make notes to prepare for Dr Harstine's report.
- Short conversation about leaving the stage in FSP, the purpose of the park is to be used and how and when can it be fully opened.
- The very bright light in the park should be removed, it's peak season for bird migration, the large light and bright lights are a violation of the city ordinance. There are illustrations and options in the city ordinance. Is it possible to install more of the lights to match the walkway lots. Some concerns about safety if too many lights are removed.

Attendance Requirements: (7:15-7:25)

- Absentees, how do we handle Eddie Davis, continued absence. Who should contact him to ask him his intentions for the future?
- Heather said she would reach out to Mr. Davis
- The new appointment would finish his term for Ward 2
- There is much work to be done, and it is important to have a full board and quorum.

Motion to adjourn.

- Kerrie, made a motion to adjourn, approved 4-0.

Service Requests Report by Service Date

Service Dates: From: 10/1/2024 To: 10/31/2024

000043-12-2023	Closed	10/14/2024	Check Water Meter -the meter isn't showing a valid read in sentryx. I wonder if this is b/c the meter base number matches the meter node at 6118 River Sound Circle.
000050-12-2023	Closed	10/14/2024	Meter Reading Needed for billing; last read in sentryx is 0; last billed read 330,480
000071-12-2023	Closed	10/14/2024	Check Water Meter-need manual read; missing in Sentryx but was installed 5/18/2023. Same issue in November
000081-11-2023	Closed	10/14/2024	Check Water Meter PROVIDE MANUAL READ. INVALID 0 READ FROM SENTRYX
000096-11-2023	Closed	10/14/2024	Check Water Meter PROVIDE MANUAL READ. INVALID 0 READ FROM SENTRYX
000105-12-2023	Closed	10/14/2024	Check Water Meter PROVIDE MANUAL READ. INVALID 0 READ FROM SENTRYX
000130-12-2023	Closed	10/14/2024	Check Water Meter PROVIDE MANUAL READ. INVALID 0 READ FROM SENTRYX (same for last several months)
000132-12-2023	Closed	10/14/2024	Check Water Meter; Need read for billing. Sentryx has 0,

No.	WOID	Request Date	Description	Assigned To	Location	Actual Completion Date
1	22196	9/25/2024	PUT UP BARRICADES - SEE AL	Mike Spicer	Downtown	9/25/2024
2	22197	9/25/2024	MOVE CABINETS/TOTES/BOOK SHELF OUT OF MIDDLE ROOM	Jeremy Kennedy	Parks and Rec Building	9/26/2024
3	22202	9/26/2024	PLEASE CHECK HANDRAIL THAT IS LOOSE ON FT JOHNSON SIDE. fixed both ends of handrail	Jeremy Kennedy	Community Building	9/27/2024
4	22203	9/26/2024	THERE IS A LIGHT AT THE FRONT DOOR OF NEW PD STATION THAT IS NOT WORKING, NO HURRY	Jeremy Kennedy	Police Station	10/4/2024
5	22205	9/26/2024	PD NEEDS CONES PUT OUT AND BARRICADES AT HOWE & 133	Mike Spicer	Streets	9/26/2024
6	22206	9/30/2024	- o Two lights burned out on the front porch. - o Three U-shaped fluorescent bulbs out in the indoor "U" hallway, along with one straight tubular bulb by the trash door. - o Two tubular fluorescent bulbs out in table storage.	Jeremy Kennedy	Community Building	9/30/2024
7	22207	10/2/2024	KINGLSEY - MAJOR EROSION AND DRAINAGE ISSUES IN THE RIGHT-OF-WAY - ADDED DIRT TO ROW	Mike Spicer	Streets	10/2/2024
8	22208	10/2/2024	CHECK RIGHT-OF-WAY AT 209 RIVER DR. WHERE GRAVEL WASHED AWAY. PER TOM STANLEY. ADDED ABC STONE MS/JON	Mike Spicer	Streets	10/4/2024
9	22209	10/2/2024	STREET SIGN AT PARK / LEONARD IS DOWN.	Mike Spicer	Streets	10/4/2024
10	22210	10/3/2024	DRAINAGE WASHED AWAY AT 2130 MAPLE LEAF. MS/JB	Mike Spicer	Streets	10/4/2024
11	22211	10/4/2024	PICK UP CONES AND KLIGHT TOWER AT RIVER RD/HOWE ST INTERSECTION AND LIGHT TOWER AT WALMART. TODD SAID THANKS FOR HELPING THEM OUT.	Mike Spicer	Streets	10/8/2024
12	22213	10/7/2024	INDIAN TRAIL MEETING HALL HAS A SPONGY/SOFT SPOT IN THE FLOOW ABOUT 2' OFF THE EXTERIOR WALL ON RIGHT HAND SIDE TOWARDS THE LEFT SIDE OF THE TV. replaced missing boards	Jeremy Kennedy	Keziah Park	10/9/2024
13	22215	10/5/2024	AFTER HOURS: CALLED IN A BOARD LOOSE AT THE GARRISON. KR	Mike Spicer	Community Building	10/5/2024
14	22216	10/9/2024	CHECK THE ICE MACHINE AT 209 N ATLANTIC. P&R, cleaned!	Jeremy Kennedy	Parks and Rec Building	10/11/2024

15	22217	10/9/2024	THE CLEAR PLASTIC BROCHURE HOLDER ATTACHED TO THE FRONT OF THE BLDG NEXT TO FRONT DOOR NEEDS REPLACED. REPLACEMENT IN JESSIE'S OFFICE	Jeremy Kennedy	Visitor Center	10/11/2024
16	22218	10/9/2024	DEBRIS BAGS AT THE JAIL ANNEX NEED PICKED UP	David Kelly	Old Jail	10/9/2024
17	22219	10/8/2024	KELLY'S OFFICE NEEDS A COUNTER AND SHELF	Jeremy Kennedy	City Hall	10/8/2024
18	22220	10/14/2024	THE WATER FOUNTAIN IN THE INSPECTIONS OFFICE IS LEAKING IN THE INTERIOR WALL. checked drains and water lines, found no leaks.	Jeremy Kennedy	City Hall	10/15/2024
19	22222	10/14/2024	TOILET RUNNING IN WOMENS BATHROOM, THERMOSTAT IN BRIDAL SUITE NOT WORKING	Jeremy Kennedy	Community Building	10/15/2024
20	22223	10/14/2024	HANG TV IN ALLAYNAS OFFICE	Jeremy Kennedy	Community Building	10/14/2024
21	22224	10/15/2024	THE UNIT IS NOT WORKING IN INSPECTIONS DEPT. RESET FLOAT SWITCH ON UNIT, WORKS AGAIN.	Jeremy Kennedy	City Hall	10/15/2024
22	22227	10/19/2024	FIXED BROKEN PIPE ON PUMP STATION AT TAYLOR FIELD	Mike Spicer	Parks and Rec Building	10/19/2024
23	22228	10/15/2024	INSTALL DOG FOUNTAINS IN DOG PARKS	Mike Spicer	Parks and Rec Building	10/15/2024
24	22229	10/22/2024	*** SEE ATTACHED LIST FOR BARRICADES HALLOWEEN AND CAR SHOW *** KR/JB/JB/MW	Mike Spicer	Downtown	10/25/2024
25	22230	10/21/2024	CLOSURE ON MENS DOOR AT NASH ST RESTROOMS REPLACED.	Jeremy Kennedy	Downtown	10/21/2024
26	22231	10/23/2024	SWITCH HANDLES/LOCKS BETWEEN DOOR #3 AND #4 AT CITY HALL.	Jeremy Kennedy	City Hall	10/23/2024
27	22232	10/23/2024	MOVE INSPECTIONS SIGN TO NEW ENTRANCE AT CITY HALL	Jeremy Kennedy	City Hall	10/23/2024
28	22233	10/23/2024	HANG RACK ON WALL INSIDE INSPECTIONS DEPT AT CITY HALL.	Jeremy Kennedy	City Hall	10/23/2024
29	22234	10/24/2024	P&R - AC FILTERS NEED CHANGED AND THE FANS IN THE RESTROOM CLEANED OUT.	Jeremy Kennedy	Downtown	10/29/2024
30	22236	10/25/2024	PARTITION BETWEEN URINALS IS FALLING OFF THE WALL, SOMEONE FELL AGAINST IT AND RIPPED ANCHORS OUT. RE-ANCHORED BUT NEEDS SHEETROCK.	Jeremy Kennedy	Community Building	10/25/2024

31	22237	10/24/2024	CLOSE OFF THE OLD "PAY" HOLE IN FRONT ROOM AT CITY HALL	Jeremy Kennedy	City Hall	10/24/2024
32	22238	10/24/2024	INSTALL NEW DOOR CLOSER ON PUBLIC ENTRANCE DOWNSTAIRS	Jeremy Kennedy	City Hall	10/24/2024
33	22204	9/26/2024	disregard WO		City Hall	9/26/2024
34	22198	9/25/2024	CHECK STORM DRAIN BEHIND ABC STORE.	Mike Spicer	Streets	
35	22212	10/7/2024	607 N FODALE IS A HOLE IN THE GROUND BY THE STREET THAT USE TO HAVE A COVER. THEY PLACED A BUCKET OVER IT FOR NOW.	Mike Spicer	Streets	
36	22214	10/7/2024	711 E LEONARD ST HAS A 2' DROP AT THE ROAD THAT TRUCKS ARE HITTING AND CAUSING MORE PROBLEMS.	Mike Spicer	Streets	
37	22221	10/14/2024	BIKE RACK FOR COCKTAIL TABLES (KAREN WILL GO OVER WITH YOU FOR PLACEMENT)	Jeremy Kennedy	Community Building	
38	22225	10/15/2024	PENNY SAID HER OUTLETS ARE NOT WORKING IN HER OFFICE.	Jeremy Kennedy	City Hall	
39	22226	10/16/2024	THERE IS A SINK HOLE AT THE CORNER OF DAVIS ST AND E MOORE ST - NEAR THE DOSHER FLEA MARKET.	Mike Spicer	Streets	



POLICE



Monthly Summary

OCTOBER 2024

Chief Todd Coring
910-457-7913

tcoring@cityofsouthport.com

Southport Police Department

INCIDENT / OFFENSES

Total Calls for Service: 1049

General Calls (some)

Alarms – 23
Meet Complainant – 53
Suspicious Persons/Activity – 38
Shoplifter – 2
Disturbance & Domestic Calls – 21
911 Hang-Ups – 6

Traffic Calls

Traffic Stops – 103
Motor Vehicle Accidents – 15
Hit/Runs – 3
Drunk Driver/C&R/ATL – 13

ARREST / CITATION / CHARGES

Arrest – 7
Citations & Warnings – 66

APS Division

Service Calls – 38
Bites – 4 Rabies – 0 Impound – 0
Citation/Warnings – 2 Docupet – 17 of 286

PD Community Engagement

Special Events/Checks/Patrols – 604
Golf Cart Registrations – 702
ABC Permits Issued – 3
Special Event Permits – 29
Community Events – 15



Professionalism & Integrity & Service Above Self



BOARD OF ALDERMEN

AGENDA ITEM SUMMARY

DATE: November 14, 2024

DEPARTMENT: Administration/Public Information

PRESENTED BY: Public Information Officer ChyAnn Ketchum

ITEM SPONSORED BY: n/a

ITEM/TOPIC: AV System Project Update

COST: n/a

BUDGET LINE ITEM: n/a

JUSTIFICATION: n/a

IMPACT IF NOT APPROVED: n/a

DEPARTMENT HEAD COMMENTS: Included below is my update on the AV System Project in the Indian Trail Meeting Hall and Southport Community Building.

Indian Trail Meeting Hall's system has been fully updated and is currently in use by staff and facility renters. An instruction sheet on the new system, along with my contact information, has been posted in Indian Trail Meeting Hall and sent out to renters. So far, we have received no complaints.

The Southport Community Building system project has been delayed until January 2025 due to some concerns with the audio tie-in, three back-to-back storms, and staffing conflicts. I have been working with the Community Relations Department to find availability to complete the update in January 2025, with the new system being fully online by the February 13, 2025 Board of Aldermen meeting.

ATTACHMENTS: n/a

REQUESTED ACTION: n/a

PROPOSED MOTION: n/a

General Ledger Revenues vs Budget with Encumbrances by Depart



User: jkronenwetter@cityofsouthport.com
Printed: 11/6/2024 2:33:03 PM
07/01/2024-11/06/2024

Department	Description	Annual Budget	Period Amt	YR to Date	Variance	Encumbered	Remaining Uncollected	% Remaining
10	General Fund							
10-00-3100-1100	Ad Valorem Taxes	4,762,203.52	1,041,081.43	1,041,081.43	3,721,122.09	0.00	3,721,122.09	78.14
10-00-3100-1200	Motor Vehicles Tax Collections	245,728.10	75,925.52	75,925.52	169,802.58	0.00	169,802.58	69.10
10-00-3100-1700	InterestPenalties -Taxes	8,885.75	1,648.85	1,648.85	7,236.90	0.00	7,236.90	81.44
10-00-3100-1710	Motor Vehicle Interest	1,761.60	712.35	712.35	1,049.25	0.00	1,049.25	59.56
10-00-3102-0000	Ad Valorem Tax Prior Years	29,940.23	11,899.50	11,899.50	18,040.73	0.00	18,040.73	60.26
10-00-3230-0000	Local Option Sales Tax	1,876,632.90	386,082.50	386,082.50	1,490,550.40	0.00	1,490,550.40	79.43
10-00-3260-0000	Privilege Licenses	1,200.00	45.00	45.00	1,155.00	0.00	1,155.00	96.25
10-00-3260-0800	ItinerantPeddler Permit	150.00	0.00	0.00	150.00	0.00	150.00	100.00
10-00-3322-0000	Beer & Wine Tax	19,000.00	0.00	0.00	19,000.00	0.00	19,000.00	100.00
10-00-3324-0000	Utility Franchise Tax	416,754.36	0.00	0.00	416,754.36	0.00	416,754.36	100.00
10-00-3420-0200	FEMA Reimbursement	0.00	162,933.19	162,933.19	-162,933.19	0.00	-162,933.19	0.00
10-00-3474-0000	Cemetery Lot Sales & Fees	800.00	100.00	100.00	700.00	0.00	700.00	87.50
10-00-3810-0000	Interest Earned	561,979.00	214,907.76	214,907.76	347,071.24	0.00	347,071.24	61.76
10-00-3833-0005	Donations	1,000.00	5,000.00	5,000.00	-4,000.00	0.00	-4,000.00	-400.00
10-00-3833-0100	Forestry Committee Donations	750.00	0.00	0.00	750.00	0.00	750.00	100.00
10-00-3836-0000	Community Garden	1,500.00	300.00	300.00	1,200.00	0.00	1,200.00	80.00
10-00-3837-0000	Southport ABC Distribution	572,378.84	161,576.64	161,576.64	410,802.20	0.00	410,802.20	71.77
10-00-3839-0100	Miscellaneous Revenues	6,000.00	1,022.21	1,022.21	4,977.79	0.00	4,977.79	82.96
10-00-3839-0500	Credit Card Fees Gen. Fund	0.00	1,548.72	1,548.72	-1,548.72	0.00	-1,548.72	0.00
10-00-3991-0000	Appropriated Fund Balance	567,060.00	0.00	0.00	567,060.00	0.00	567,060.00	100.00
00	General Government	9,073,724.30	2,064,783.67	2,064,783.67	7,008,940.63	0.00	7,008,940.63	77.24

General Ledger
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Department	Description	Annual Budget	Period Amt	YR to Date	Variance	Encumbered	Remaining / Uncollected	% Remaining
10-05-4511-1200	Municipal Vehicle Fee	138,540.00	7,770.00	7,770.00	130,770.00	0.00	130,770.00	94.39
05	Streets	138,540.00	7,770.00	7,770.00	130,770.00	0.00	130,770.00	94.39

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Department	Description	Annual Budget	Period Amt	YR to Date	Variance	Encumbered	Remaining / Uncollected	% Remaining
10-06-3220-0000	Pet license & tags	0.00	535.51	535.51	-535.51	0.00	-535.51	0.00
06	Animal Protective Services	0.00	535.51	535.51	-535.51	0.00	-535.51	0.00

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Department	Description	Annual Budget	Period Amt	YR to Date	Variance	Encumbered	Remaining / Uncollected	% Remaining
10-10-3437-0600	Misc. ReceiptsPolice Dept.	0.00	8,458.03	8,458.03	-8,458.03	0.00	-8,458.03	0.00
10-10-3437-0601	Police Shop with a Cop	10,000.00	520.00	520.00	9,480.00	0.00	9,480.00	94.80
10-10-3437-0602	Golf Cart Fees	29,150.00	16,500.00	16,500.00	12,650.00	0.00	12,650.00	43.40
10-10-3838-0000	ABC Revenue for Law Enf.	32,522.00	7,180.15	7,180.15	25,341.85	0.00	25,341.85	77.92
10	Police	71,672.00	32,658.18	32,658.18	39,013.82	0.00	39,013.82	54.43

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Department	Description	Annual Budget	Period Amt	YR to Date	Variance	Encumbered	Remaining / Uncollected	% Remaining
10-11-3434-0100	Fire District Fees	1,978,933.00	497,835.00	497,835.00	1,481,098.00	0.00	1,481,098.00	74.84
10-11-3434-0200	Duke Energy For Fire Dept	50,000.00	0.00	0.00	50,000.00	0.00	50,000.00	100.00
10-11-3434-0400	Fire Response Fees	10,000.00	30,045.58	30,045.58	-20,045.58	0.00	-20,045.58	-200.46
10-11-3434-0500	Fire - Miscellaneous Revenue	170,000.00	10,000.00	10,000.00	160,000.00	0.00	160,000.00	94.12
10-11-3434-0700	Fire Inspections & Permit Fees	40,000.00	27,581.88	27,581.88	12,418.12	0.00	12,418.12	31.05
11	Fire	2,248,933.00	565,462.46	565,462.46	1,683,470.54	0.00	1,683,470.54	74.86

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Department	Description	Annual Budget	Period Amt	YR to Date	Variance	Encumbered	Remaining / Uncollected	% Remaining
10-12-3437-0500	Rescue Squad Fees	566,880.00	140,889.44	140,889.44	425,990.56	0.00	425,990.56	75.15
12	Rescue	566,880.00	140,889.44	140,889.44	425,990.56	0.00	425,990.56	75.15

General Ledger

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Department	Description	Annual Budget	Period Amt	YR to Date	Variance	Encumbered	Remaining / Uncollected	% Remaining
10-40-3220-0000	Civil Penalties	5,000.00	11,936.00	11,936.00	-6,936.00	0.00	-6,936.00	-138.72
10-40-3343-0000	Inspection Permits	0.00	353,294.50	353,294.50	-353,294.50	0.00	-353,294.50	0.00
10-40-3343-0100	Home Owners Recovery Fund	0.00	-767.00	-767.00	767.00	0.00	767.00	0.00
10-40-3343-0300	Re-Inspection Fees	12,000.00	1,725.00	1,725.00	10,275.00	0.00	10,275.00	85.63
10-40-3343-0400	Planning & Zoning Fees	35,000.00	35,500.00	35,500.00	-500.00	0.00	-500.00	-1.43
40	Planning and Permitting	52,000.00	401,688.50	401,688.50	-349,688.50	0.00	-349,688.50	-672.48

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Department	Description	Annual Budget	Period Amt	YR to Date	Variance	Encumbered	Remaining / Uncollected	% Remaining
10-41-3343-0000	Inspection Permits	575,000.00	0.00	0.00	575,000.00	0.00	575,000.00	100.00
10-41-3343-0100	Home Owners Recovery Fund	80.00	0.00	0.00	80.00	0.00	80.00	100.00
41	DEPT	575,080.00	0.00	0.00	575,080.00	0.00	575,080.00	100.00

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Department	Description	Annual Budget	Period Amt	YR to Date	Variance	Encumbered	Remaining / Uncollected	% Remaining
10-80-3437-0700	Rent Recreation Facilities	12,000.00	3,725.00	3,725.00	8,275.00	0.00	8,275.00	68.96
10-80-3612-0000	Recreation Programs Receipts	40,000.00	6,140.00	6,140.00	33,860.00	0.00	33,860.00	84.65
10-80-3612-0200	Parks & Recreation Donations	2,000.00	3,700.00	3,700.00	-1,700.00	0.00	-1,700.00	-85.00
80	Parks & Recreation	54,000.00	13,565.00	13,565.00	40,435.00	0.00	40,435.00	74.88

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Department	Description	Annual Budget	Period Amt	YR to Date	Variance	Encumbered	Remaining / Uncollected	% Remaining
10-81-3834-0000	Community Bldg Rental	200,000.00	69,593.50	69,593.50	130,406.50	0.00	130,406.50	65.20
81	Community Building	200,000.00	69,593.50	69,593.50	130,406.50	0.00	130,406.50	65.20

General Ledger

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Department	Description	Annual Budget	Period Amt	YR to Date	Variance	Encumbered	Remaining / Uncollected	% Remaining
10-82-3270-0000	Local Occupancy Tax	210,000.00	92,509.42	92,509.42	117,490.58	0.00	117,490.58	55.95
10-82-3617-0000	Tourism Special Events	15,000.00	5,925.02	5,925.02	9,074.98	-425.00	9,499.98	63.33
10-82-3834-0300	Tourism - Misc Revenue	7,500.00	3,182.00	3,182.00	4,318.00	0.00	4,318.00	57.57
10-82-3839-0500	Sale Of Promotional Items	0.00	248.75	248.75	-248.75	0.00	-248.75	0.00
10-82-3839-0501	Tourism - Filming Fees	5,000.00	6,050.00	6,050.00	-1,050.00	0.00	-1,050.00	-21.00
82	Tourism	237,500.00	107,915.19	107,915.19	129,584.81	-425.00	130,009.81	54.74

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Department	Description	Annual Budget	Period Amt	YR to Date	Variance	Encumbered	Remaining / Uncollected	% Remaining
10-96-3325-0000	Solid Waste Disposal Tax	3,734.00	845.05	845.05	2,888.95	0.00	2,888.95	77.37
10-96-3500-0000	Refuse Revenue	367,571.70	91,601.62	91,601.62	275,970.08	0.00	275,970.08	75.08
96	Solid Waste	371,305.70	92,446.67	92,446.67	278,859.03	0.00	278,859.03	75.10

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Department	Description	Annual Budget	Period Amt	YR to Date	Variance	Encumbered	Remaining / Uncollected	% Remaining
Revenue Total		13,589,635.00	3,497,308.12	3,497,308.12	10,092,326.88	-425.00	10,092,751.88	74.268
10	General Fund	13,589,635.00	3,497,308.12	3,497,308.12	10,092,326.88	-425.00	10,092,751.88	74.27

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Department	Description	Annual Budget	Period Amt	YR to Date	Variance	Encumbered	Remaining / Uncollected	% Remaining
20	Powell Bill Fund							
20-20-3316-0000	NC Powell Bill Funds	160,000.00	89,769.05	89,769.05	70,230.95	0.00	70,230.95	43.89
20	Powell Bill	160,000.00	89,769.05	89,769.05	70,230.95	0.00	70,230.95	43.89

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Department	Description	Annual Budget	Period Amt	YR to Date	Variance	Encumbered	Remaining / Uncollected	% Remaining
Revenue Total		160,000.00	89,769.05	89,769.05	70,230.95	0.00	70,230.95	43.8943
20	Powell Bill Fund	160,000.00	89,769.05	89,769.05	70,230.95	0.00	70,230.95	43.89

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Department	Description	Annual Budget	Period Amt	YR to Date	Variance	Encumbered	Remaining / Uncollected	% Remaining
23	Capital Project Fund							
23-00-3839-0200	Insurance Recovery	100,970.00	0.00	0.00	100,970.00	0.00	100,970.00	100.00
00	General Government	100,970.00	0.00	0.00	100,970.00	0.00	100,970.00	100.00

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Department	Description	Annual Budget	Period Amt	YR to Date	Variance	Encumbered	Remaining / Uncollected	% Remaining
23-23-3410-0100	SDI Grant Yacht Basin Dredging	46,875.00	0.00	0.00	46,875.00	0.00	46,875.00	100.00
23-23-3991-0000	Appropriated Fund Balance	1,178,625.00	0.00	0.00	1,178,625.00	0.00	1,178,625.00	100.00
23	DEPT	1,225,500.00	0.00	0.00	1,225,500.00	0.00	1,225,500.00	100.00

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Department	Description	Annual Budget	Period Amt	YR to Date	Variance	Encumbered	Remaining / Uncollected	% Remaining
Revenue Total		1,326,470.00	0.00	0.00	1,326,470.00	0.00	1,326,470.00	100
23	Capital Project Fund	1,326,470.00	0.00	0.00	1,326,470.00	0.00	1,326,470.00	100.00

General Ledger Revenues vs Budget with Encumbrances by Depart



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Department	Description	Annual Budget	Period Amt	YR to Date	Variance	Encumbered	Remaining / Uncollected	% Remaining
30	Electric Fund							
30-93-3710-0000	Sale Of Electricity	7,369,453.40	2,570,962.83	2,570,962.83	4,798,490.57	0.00	4,798,490.57	65.11
30-93-3720-0100	Utility Sales Tax	551,396.06	179,067.48	179,067.48	372,328.58	0.00	372,328.58	67.52
30-93-3720-0300	Service Charges	595.00	0.00	0.00	595.00	0.00	595.00	100.00
30-93-3720-0326	Electric late Charges	11,058.32	3,544.96	3,544.96	7,513.36	0.00	7,513.36	67.94
30-93-3720-0327	Electric Meter Tampering	10,020.00	2,725.00	2,725.00	7,295.00	0.00	7,295.00	72.80
30-93-3720-0330	Electric Agreements	1,040.00	235.00	235.00	805.00	0.00	805.00	77.40
30-93-3720-0331	Electric ReconnectDisconnect	3,940.00	0.00	0.00	3,940.00	0.00	3,940.00	100.00
30-93-3831-0000	Interest Earned	204,547.00	96,994.51	96,994.51	107,552.49	0.00	107,552.49	52.58
30-93-3991-0000	Appropriated Fund Balance	3,606,390.00	0.00	0.00	3,606,390.00	0.00	3,606,390.00	100.00
93	Electric	11,758,439.78	2,853,529.78	2,853,529.78	8,904,910.00	0.00	8,904,910.00	75.73

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Department	Description	Annual Budget	Period Amt	YR to Date	Variance	Encumbered	Remaining / Uncollected	% Remaining
Revenue Total		11,758,439.78	2,853,529.78	2,853,529.78	8,904,910.00	0.00	8,904,910.00	75.7321
30	Electric Fund	11,758,439.78	2,853,529.78	2,853,529.78	8,904,910.00	0.00	8,904,910.00	75.73

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Department	Description	Annual Budget	Period Amt	YR to Date	Variance	Encumbered	Remaining / Uncollected	% Remaining
31	Water & Sewer Fund							
31-91-3720-0000	Water Sales	0.00	-5,339.10	-5,339.10	5,339.10	0.00	5,339.10	0.00
31-91-3740-0000	Sewer Sales	0.00	-18,345.27	-18,345.27	18,345.27	0.00	18,345.27	0.00
31-91-3839-0500	Credit Card Fee	0.00	-59.18	-59.18	59.18	0.00	59.18	0.00
91	WaterSewer	0.00	-23,743.55	-23,743.55	23,743.55	0.00	23,743.55	0.00

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Department	Description	Annual Budget	Period Amt	YR to Date	Variance	Encumbered	Remaining / Uncollected	% Remaining
Revenue Total		0.00	-23,743.55	-23,743.55	23,743.55	0.00	23,743.55	0
31	Water & Sewer Fund	0.00	-23,743.55	-23,743.55	23,743.55	0.00	23,743.55	0.00

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Department	Description	Annual Budget	Period Amt	YR to Date	Variance	Encumbered	Remaining / Uncollected	% Remaining
42	Part F Grant. Capital Projects							
42-80-6120-0005	TaylorField Playgrmd Donations	0.00	-1,000.00	-1,000.00	1,000.00	0.00	1,000.00	0.00
80	Parks & Recreation	0.00	-1,000.00	-1,000.00	1,000.00	0.00	1,000.00	0.00

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Department	Description	Annual Budget	Period Amt	YR to Date	Variance	Encumbered	Remaining / Uncollected	% Remaining
Revenue Total		0.00	-1,000.00	-1,000.00	1,000.00	0.00	1,000.00	0
42	Part F Grant. Capital Projects	0.00	-1,000.00	-1,000.00	1,000.00	0.00	1,000.00	0.00

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Department	Description	Annual Budget	Period Amt	YR to Date	Variance	Encumbered	Remaining / Uncollected	% Remaining
50	ARP SLFRF Funding							
50-50-3991-0000	Appropriated Fund Balance	250,000.00	0.00	0.00	250,000.00	0.00	250,000.00	100.00
50	ARPA Funding	250,000.00	0.00	0.00	250,000.00	0.00	250,000.00	100.00

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Department	Description	Annual Budget	Period Amt	YR to Date	Variance	Encumbered	Remaining / Uncollected	% Remaining
Revenue Total		250,000.00	0.00	0.00	250,000.00	0.00	250,000.00	100
50	ARP SLFRF Funding	250,000.00	0.00	0.00	250,000.00	0.00	250,000.00	100.00

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Department	Description	Annual Budget	Period Amt	YR to Date	Variance	Encumbered	Remaining / Uncollected	% Remaining
60	Waterfront Stabilization Fund							
60-60-3810-0000	Interest Earned	0.00	78,447.50	78,447.50	-78,447.50	0.00	-78,447.50	0.00
60	DEPT	0.00	78,447.50	78,447.50	-78,447.50	0.00	-78,447.50	0.00

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Department	Description	Annual Budget	Period Amt	YR to Date	Variance	Encumbered	Remaining / Uncollected	% Remaining
Revenue Total		0.00	78,447.50	78,447.50	-78,447.50	0.00	-78,447.50	0
60	Waterfront Stabilization Fund	0.00	78,447.50	78,447.50	-78,447.50	0.00	-78,447.50	0.00

General Ledger
Revenues vs Budget with
Encumbrances by Depart



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Department	Description	Annual Budget	Period Amt	YR to Date	Variance	Encumbered	Remaining / Uncollected	% Remaining
Revenue Total		27,084,544.78	6,494,310.90	6,494,310.90	20,590,233.88	-425.00	20,590,658.88	76.0236

General Ledger Expenditures vs Budget with Encumbrances by Depart



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Department	Description	Annual Budget	Period Amt	Yr to Date	Variance	Encumbered POs	Available	% Available
10	General Fund							
00	General Government							
10-00-4110-0000	Full-Time Employees	84,000.00	35,000.00	35,000.00	49,000.00	0.00	49,000.00	58.33
10-00-4110-0900	F.I.C.A.	6,426.00	2,677.50	2,677.50	3,748.50	0.00	3,748.50	58.33
10-00-4110-1100	HealthLifeDental Insurance	1,617.00	84.45	84.45	1,532.55	0.00	1,532.55	94.78
10-00-4110-1400	Workers Compensation Insurance	30.00	30.00	30.00	0.00	0.00	0.00	0.00
10-00-4110-1800	Professional Fees	36,110.00	5,500.00	5,500.00	30,610.00	0.00	30,610.00	84.77
10-00-4110-2600	Departmental Supplies	6,000.00	2,905.08	2,905.08	3,094.92	426.28	2,668.64	44.48
10-00-4110-3100	Travel & Training	8,000.00	-1,701.51	-1,701.51	9,701.51	0.00	9,701.51	121.27
10-00-4110-3200	Communications	1,000.00	876.47	876.47	123.53	0.00	123.53	12.35
10-00-4110-3900	Other Services	200.00	0.00	0.00	200.00	0.00	200.00	100.00
10-00-4110-4400	Contract Services	37,000.00	48,390.89	48,390.89	-11,390.89	387.35	-11,778.24	-31.83
10-00-4110-4500	Insurance & Bonding	4,265.00	5,040.01	5,040.01	-775.01	0.00	-775.01	-18.17
10-00-4110-6000	Donations	10,000.00	10,000.00	10,000.00	0.00	0.00	0.00	0.00
10-00-4110-6800	Election Expense	5,500.00	0.00	0.00	5,500.00	0.00	5,500.00	100.00
00	General Government	200,148.00	108,802.89	108,802.89	91,345.11	813.63	90,531.48	45.23

General Ledger Expenditures vs Budget with Encumbrances by Depart



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Department	Description	Annual Budget	Period Amt	Yr to Date	Variance	Encumbered POs	Available	% Available
01	Administration							
10-01-4120-0000	Full-Time Employees	481,211.95	148,703.84	148,703.84	332,508.11	0.00	332,508.11	69.10
10-01-4120-0001	Employee Overtime	1,876.52	813.24	813.24	1,063.28	0.00	1,063.28	56.66
10-01-4120-0200	Part-Time Employees	66,375.00	28,387.50	28,387.50	37,987.50	0.00	37,987.50	57.23
10-01-4120-0700	401K Retirement Supplement	24,019.10	6,573.79	6,573.79	17,445.31	0.00	17,445.31	72.63
10-01-4120-0900	F.I.C.A.	42,033.95	13,367.85	13,367.85	28,666.10	0.00	28,666.10	68.20
10-01-4120-1000	LGERS Retirement	65,331.93	17,989.16	17,989.16	47,342.77	0.00	47,342.77	72.46
10-01-4120-1100	HealthLifeDental Insurance	56,776.60	24,902.27	24,902.27	31,874.33	120.60	31,753.73	55.93
10-01-4120-1400	Workers Compensation Insurance	2,298.00	2,298.00	2,298.00	0.00	0.00	0.00	0.00
10-01-4120-2100	Uniforms & Protective Gear	0.00	165.61	165.61	-165.61	0.00	-165.61	0.00
10-01-4120-2500	Vehicle Supplies	100.00	37.87	37.87	62.13	0.00	62.13	62.13
10-01-4120-2600	Departmental Supplies	21,000.00	3,509.80	3,509.80	17,490.20	667.71	16,822.49	80.11
10-01-4120-2601	Supplies- Animal ProtCode Enf	16,000.00	10,110.40	10,110.40	5,889.60	5,267.62	621.98	3.89
10-01-4120-3100	Travel & Training	16,000.00	1,294.00	1,294.00	14,706.00	0.00	14,706.00	91.91
10-01-4120-3200	Communications	2,600.00	1,642.52	1,642.52	957.48	82.70	874.78	33.65
10-01-4120-3300	Utilities - Admin	6,300.00	1,817.04	1,817.04	4,482.96	0.00	4,482.96	71.16
10-01-4120-3400	Emergency Preparedness	5,000.00	7,597.91	7,597.91	-2,597.91	10,157.03	-12,754.94	-255.10
10-01-4120-3900	Other Services	1,300.00	266.22	266.22	1,033.78	0.00	1,033.78	79.52
10-01-4120-4400	Contract Services	164,041.00	35,437.28	35,437.28	128,603.72	12,645.84	115,957.88	70.69
10-01-4120-4500	Insurance & Bonding	6,797.00	8,032.11	8,032.11	-1,235.11	0.00	-1,235.11	-18.17
10-01-4120-5400	Capital Outlay - Vehicles	583.33	2,324.87	2,324.87	-1,741.54	5,141.79	-6,883.33	-1,180.01
10-01-4120-5800	Capital Outlay -Capital Improv	100,000.00	57,659.08	57,659.08	42,340.92	0.00	42,340.92	42.34
10-01-4120-7100	Debt Service	108,081.00	110,776.60	110,776.60	-2,695.60	0.00	-2,695.60	-2.49
01	Administration	1,187,725.38	483,706.96	483,706.96	704,018.42	34,083.29	669,935.13	56.40

General Ledger Expenditures vs Budget with Encumbrances by Depart



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Department	Description	Annual Budget	Period Amt	Yr to Date	Variance	Encumbered POs	Available	% Available
02	Finance							
10-02-4140-0000	Full-Time Employees	454,913.70	144,326.98	144,326.98	310,586.72	0.00	310,586.72	68.27
10-02-4140-0001	Employee Overtime	991.59	1,138.85	1,138.85	-147.26	0.00	-147.26	-14.85
10-02-4140-0200	Part Time Employees	10,995.33	4,218.48	4,218.48	6,776.85	0.00	6,776.85	61.63
10-02-4140-0700	401K Retirement Supplement	22,632.85	7,266.35	7,266.35	15,366.50	0.00	15,366.50	67.89
10-02-4140-0900	F.I.C.A.	35,717.91	10,861.86	10,861.86	24,856.05	0.00	24,856.05	69.59
10-02-4140-1000	LGERS Retirement	61,561.32	19,879.71	19,879.71	41,681.61	0.00	41,681.61	67.71
10-02-4140-1100	HealthLifeDental Insurance	74,722.96	30,018.08	30,018.08	44,704.88	241.20	44,463.68	59.50
10-02-4140-1400	Workers Compensation Insurance	2,077.00	2,077.00	2,077.00	0.00	0.00	0.00	0.00
10-02-4140-2600	Departmental Supplies	11,700.00	2,635.73	2,635.73	9,064.27	3,864.48	5,199.79	44.44
10-02-4140-3100	Travel & Training	5,000.00	6,304.47	6,304.47	-1,304.47	1,117.65	-2,422.12	-48.44
10-02-4140-3200	Communications	1,800.00	507.49	507.49	1,292.51	41.35	1,251.16	69.51
10-02-4140-3300	Utilities	3,650.12	1,128.82	1,128.82	2,521.30	0.00	2,521.30	69.07
10-02-4140-3900	Other Services	0.00	602.42	602.42	-602.42	1,897.58	-2,500.00	0.00
10-02-4140-3901	Community Garden Expenses	750.00	754.40	754.40	-4.40	0.00	-4.40	-0.59
10-02-4140-4400	Contract Services	73,797.00	5,653.02	5,653.02	68,143.98	29,858.59	38,285.39	51.88
10-02-4140-4410	Property Tax Fees	33,333.02	7,909.36	7,909.36	25,423.66	0.00	25,423.66	76.27
10-02-4140-4411	Motor Vehicle Fees	10,320.58	2,891.93	2,891.93	7,428.65	0.00	7,428.65	71.98
10-02-4140-4500	Insurance & Bonding	2,171.00	2,565.50	2,565.50	-394.50	0.00	-394.50	-18.17
02	Finance	806,134.38	250,740.45	250,740.45	555,393.93	37,020.85	518,373.08	64.30

General Ledger Expenditures vs Budget with Encumbrances by Depart



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Department	Description	Annual Budget	Period Amt	Yr to Date	Variance	Encumbered POs	Available	% Available
03	Buildings & Grounds							
10-03-4190-0000	Full-Time Employees	516,054.44	170,455.47	170,455.47	345,598.97	0.00	345,598.97	66.97
10-03-4190-0001	Employee Overtime	3,074.66	2,609.82	2,609.82	464.84	0.00	464.84	15.12
10-03-4190-0700	401K Retirement Supplement	25,685.72	8,653.26	8,653.26	17,032.46	0.00	17,032.46	66.31
10-03-4190-0900	F.I.C.A.	39,713.32	12,355.22	12,355.22	27,358.10	0.00	27,358.10	68.89
10-03-4190-1000	LGERS Retirement	69,865.17	23,682.22	23,682.22	46,182.95	0.00	46,182.95	66.10
10-03-4190-1100	HealthLifeDental Insurance	114,644.28	48,546.13	48,546.13	66,098.15	402.00	65,696.15	57.30
10-03-4190-1400	Workers Compensation Insurance	3,993.00	3,993.00	3,993.00	0.00	0.00	0.00	0.00
10-03-4190-2100	Uniforms & Protective Gear	11,000.00	3,199.63	3,199.63	7,800.37	3,078.39	4,721.98	42.93
10-03-4190-2402	Beautification Projects	0.00	0.00	0.00	0.00	0.00	0.00	0.00
10-03-4190-2500	Vehicle Supplies	16,000.00	2,909.13	2,909.13	13,090.87	0.00	13,090.87	81.82
10-03-4190-2600	Departmental Supplies	20,000.00	3,986.53	3,986.53	16,013.47	1,732.33	14,281.14	71.41
10-03-4190-2601	Cemetery Committee	5,000.00	0.00	0.00	5,000.00	0.00	5,000.00	100.00
10-03-4190-3100	Travel & Training	4,000.00	267.37	267.37	3,732.63	0.00	3,732.63	93.32
10-03-4190-3200	Communications	10,443.00	530.26	530.26	9,912.74	0.00	9,912.74	94.92
10-03-4190-3300	Utilities - Bldgs & Grounds	14,400.00	4,155.32	4,155.32	10,244.68	2,022.60	8,222.08	57.10
10-03-4190-3500	RM Equipment	9,000.00	917.62	917.62	8,082.38	0.00	8,082.38	89.80
10-03-4190-3501	RM Vehicles	5,000.00	741.69	741.69	4,258.31	141.00	4,117.31	82.35
10-03-4190-3502	RM Facilities	210,000.00	21,865.69	21,865.69	188,134.31	10,656.90	177,477.41	84.51
10-03-4190-3503	RM Cemetery	70,670.00	27,493.75	27,493.75	43,176.25	43,176.25	0.00	0.00
10-03-4190-3504	Forestry Projects	5,250.00	0.00	0.00	5,250.00	0.00	5,250.00	100.00
10-03-4190-3900	Other Services	28,000.00	15,331.32	15,331.32	12,668.68	0.00	12,668.68	45.25
10-03-4190-4400	Contract Services	28,800.00	6,873.11	6,873.11	21,926.89	4,216.89	17,710.00	61.49
10-03-4190-4500	Insurance & Bonding	41,872.00	49,480.71	49,480.71	-7,608.71	0.00	-7,608.71	-18.17
10-03-4190-5000	Capital Purchases Under \$5000	5,000.00	1,847.95	1,847.95	3,152.05	0.00	3,152.05	63.04
10-03-4190-5400	Capital Outlay - Vehicles	22,000.00	8,019.84	8,019.84	13,980.16	13,612.27	367.89	1.67
03	Buildings & Grounds	1,279,465.59	417,915.04	417,915.04	861,550.55	79,038.63	782,511.92	61.16

General Ledger

Expenditures vs Budget with

Encumbrances by Depart



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Department	Description	Annual Budget	Period Amt	Yr to Date	Variance	Encumbered	POs	Available	% Available
04	Garage								
10-04-4250-0000	Full-Time Employees	143,843.67	46,399.05	46,399.05	97,444.62	0.00	0.00	97,444.62	67.74
10-04-4250-0001	Employee Overtime	1,110.94	72.53	72.53	1,038.41	0.00	0.00	1,038.41	93.47
10-04-4250-0700	401K Retirement Supplement	7,193.59	2,323.58	2,323.58	4,870.01	0.00	0.00	4,870.01	67.70
10-04-4250-0900	F.I.C.A.	11,089.03	3,544.30	3,544.30	7,544.73	0.00	0.00	7,544.73	68.04
10-04-4250-1000	LGERS Retirement	19,566.55	6,357.51	6,357.51	13,209.04	0.00	0.00	13,209.04	67.51
10-04-4250-1100	HealthLifeDental Insurance	30,306.24	12,114.42	12,114.42	18,191.82	80.40	80.40	18,111.42	59.76
10-04-4250-1400	Workers Compensation Insurance	1,571.00	1,571.00	1,571.00	0.00	0.00	0.00	0.00	0.00
10-04-4250-2100	Uniforms & Protective Gear	3,500.00	626.68	626.68	2,873.32	1,173.32	1,173.32	1,700.00	48.57
10-04-4250-2500	Vehicle Supplies	4,110.00	783.80	783.80	3,326.20	0.00	0.00	3,326.20	80.93
10-04-4250-2600	Departmental Supplies	5,250.00	62.55	62.55	5,187.45	99.00	99.00	5,088.45	96.92
10-04-4250-3100	Travel & Training	1,000.00	0.00	0.00	1,000.00	0.00	0.00	1,000.00	100.00
10-04-4250-3200	Communications	1,100.00	410.56	410.56	689.44	0.00	0.00	689.44	62.68
10-04-4250-3300	Utilities - Garage	8,300.00	1,347.05	1,347.05	6,952.95	0.00	0.00	6,952.95	83.77
10-04-4250-3500	RM Equipment	3,400.00	0.00	0.00	3,400.00	0.00	0.00	3,400.00	100.00
10-04-4250-3501	RM Vehicles	1,000.00	0.00	0.00	1,000.00	0.00	0.00	1,000.00	100.00
10-04-4250-4400	Contract Services	3,280.00	410.92	410.92	2,869.08	1,789.08	1,789.08	1,080.00	32.93
10-04-4250-4500	Insurance & Bonding	1,551.00	1,832.84	1,832.84	-281.84	0.00	0.00	-281.84	-18.17
10-04-4250-5400	Capital Outlay - Vehicles	12,000.00	4,007.26	4,007.26	7,992.74	8,805.42	8,805.42	-812.68	-6.77
04	Garage	259,172.02	81,864.05	81,864.05	177,307.97	11,947.22	11,947.22	165,360.75	63.80

General Ledger Expenditures vs Budget with Encumbrances by Depart



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Department	Description	Annual Budget	Period Amt	Yr to Date	Variance	Encumbered POs	Available	% Available
05	Streets							
10-05-4511-0000	Full-Time Employees	295,596.20	75,637.24	75,637.24	219,958.96	0.00	219,958.96	74.41
10-05-4511-0001	Employee Overtime	10,938.30	5,581.26	5,581.26	5,357.04	0.00	5,357.04	48.98
10-05-4511-0200	Part-Time Employees	83,700.00	33,187.50	33,187.50	50,512.50	0.00	50,512.50	60.35
10-05-4511-0700	401K Retirement Supplement	15,191.37	4,060.93	4,060.93	11,130.44	0.00	11,130.44	73.27
10-05-4511-0900	F.I.C.A.	29,852.94	8,719.09	8,719.09	21,133.85	0.00	21,133.85	70.79
10-05-4511-1000	LGERS Retirement	52,703.72	15,690.51	15,690.51	37,013.21	0.00	37,013.21	70.23
10-05-4511-1100	HealthLifeDental Insurance	53,646.40	30,725.52	30,725.52	22,920.88	120.60	22,800.28	42.50
10-05-4511-1400	Workers Compensation Insurance	7,549.00	7,549.00	7,549.00	0.00	0.00	0.00	0.00
10-05-4511-2100	Uniforms & Protective Gear	15,500.00	2,370.27	2,370.27	13,129.73	719.38	12,410.35	80.07
10-05-4511-2500	Vehicle Supplies	25,000.00	9,412.93	9,412.93	15,587.07	0.00	15,587.07	62.35
10-05-4511-2600	Departmental Supplies	65,000.00	14,891.85	14,891.85	50,108.15	8,050.41	42,057.74	64.70
10-05-4511-3100	Travel & Training	5,000.00	0.00	0.00	5,000.00	150.00	4,850.00	97.00
10-05-4511-3200	Communications	9,800.00	1,125.30	1,125.30	8,674.70	0.00	8,674.70	88.52
10-05-4511-3300	Utilities - Streets	0.00	1,172.93	1,172.93	-1,172.93	0.00	-1,172.93	0.00
10-05-4511-3500	RM Equipment	20,000.00	7,156.46	7,156.46	12,843.54	2,167.82	10,675.72	53.38
10-05-4511-3501	RM Vehicles	25,000.00	1,026.34	1,026.34	23,973.66	160.00	23,813.66	95.25
10-05-4511-4400	Contract Services	38,400.00	13,788.03	13,788.03	24,611.97	10,215.84	14,396.13	37.49
10-05-4511-4500	Insurance & Bonding	44,385.00	52,160.62	52,160.62	-7,775.62	0.00	-7,775.62	-17.52
10-05-4511-5000	Capital Purchases Under \$5000	5,000.00	0.00	0.00	5,000.00	0.00	5,000.00	100.00
10-05-4511-5400	Capital Outlay - Vehicles	48,000.00	11,971.40	11,971.40	36,028.60	0.00	36,028.60	75.06
10-05-4511-5800	Capital Outlay- Capital Improv	0.00	240.76	240.76	-240.76	0.00	-240.76	0.00
05	Streets	850,262.93	296,467.94	296,467.94	553,794.99	21,584.05	532,210.94	62.59

General Ledger
Expenditures vs Budget with
Encumbrances by Depart



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Department	Description	Annual Budget	Period Amt	Yr to Date	Variance	Encumbered POs	Available	% Available
06	Animal Protective Services							
10-06-4600-0000	Full Time Employees	0.00	-864.41	-864.41	864.41	0.00	864.41	0.00
10-06-4600-0700	401k Retirement Supplement	0.00	-43.22	-43.22	43.22	0.00	43.22	0.00
10-06-4600-0900	F.I.C.A	0.00	-66.13	-66.13	66.13	0.00	66.13	0.00
10-06-4600-1000	LGERS Retirement	0.00	-111.51	-111.51	111.51	0.00	111.51	0.00
06	Animal Protective Services	0.00	-1,085.27	-1,085.27	1,085.27	0.00	1,085.27	0.00

General Ledger Expenditures vs Budget with Encumbrances by Depart



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Department	Description	Annual Budget	Period Amt	Yr to Date	Variance	Encumbered POs	Available	% Available
07	Human Resources							
10-07-4700-0000	Full-Time Employees	92,823.82	30,034.68	30,034.68	62,789.14	0.00	62,789.14	67.64
10-07-4700-0700	401K Retirement Supplement	4,614.12	1,501.75	1,501.75	3,112.37	0.00	3,112.37	67.45
10-07-4700-0900	F.I.C.A.	7,101.03	2,277.19	2,277.19	4,823.84	0.00	4,823.84	67.93
10-07-4700-1000	LGERS Retirement	12,550.41	4,109.69	4,109.69	8,440.72	0.00	8,440.72	67.25
10-07-4700-1100	HealthLifeDental Insurance	10,102.08	4,320.90	4,320.90	5,781.18	40.20	5,740.98	56.83
10-07-4700-1400	Workers Compensation Insurance	386.00	386.00	386.00	0.00	0.00	0.00	0.00
10-07-4700-2600	Departmental Supplies	1,000.00	264.00	264.00	736.00	0.00	736.00	73.60
10-07-4700-3100	Travel & Training	2,000.00	0.00	0.00	2,000.00	0.00	2,000.00	100.00
10-07-4700-3150	Tuition Reimbursement	5,000.00	0.00	0.00	5,000.00	0.00	5,000.00	100.00
10-07-4700-3200	Communications	500.00	170.87	170.87	329.13	0.00	329.13	65.83
10-07-4700-3900	Other Services	5,000.00	1,037.96	1,037.96	3,962.04	0.00	3,962.04	79.24
10-07-4700-4400	Contract Services	11,000.00	0.00	0.00	11,000.00	0.00	11,000.00	100.00
07	Human Resources	152,077.46	44,103.04	44,103.04	107,974.42	40.20	107,934.22	70.97

General Ledger Expenditures vs Budget with Encumbrances by Depart



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Department	Description	Annual Budget	Period Amt	Yr to Date	Variance	Encumbered POs	Available	% Available
08	DEPT							
10-08-4560-0000	Full-Time Employees	173,300.50	62,144.57	62,144.57	111,155.93	0.00	111,155.93	64.14
10-08-4560-0001	Employee Overtime	175.84	43.74	43.74	132.10	0.00	132.10	75.13
10-08-4560-0700	401K Retirement Supplement	8,619.68	3,109.41	3,109.41	5,510.27	0.00	5,510.27	63.93
10-08-4560-0900	F.I.C.A.	13,270.94	4,598.26	4,598.26	8,672.68	0.00	8,672.68	65.35
10-08-4560-1000	LGERS Retirement	23,445.51	8,488.71	8,488.71	14,956.80	0.00	14,956.80	63.79
10-08-4560-1100	HealthLifeDental Insurance	24,235.16	11,605.00	11,605.00	12,630.16	80.40	12,549.76	51.78
08	DEPT	243,047.63	89,989.69	89,989.69	153,057.94	80.40	152,977.54	62.94

General Ledger Expenditures vs Budget with Encumbrances by Depart



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Department	Description	Annual Budget	Period Amt	Yr to Date	Variance	Encumbered POs	Available	% Available
10	Police							
10-10-4310-0000	Full-Time Employees	1,151,893.33	395,287.14	395,287.14	756,606.19	0.00	756,606.19	65.68
10-10-4310-0001	Employee Overtime	77,513.84	28,480.17	28,480.17	49,033.67	0.00	49,033.67	63.26
10-10-4310-0200	Part time Salaries	49,677.97	21,619.93	21,619.93	28,058.04	0.00	28,058.04	56.48
10-10-4310-0400	Separation Allowance-Leo	12,819.04	4,437.36	4,437.36	8,381.68	0.00	8,381.68	65.38
10-10-4310-0700	401K Retirement Supplement	64,003.39	21,410.32	21,410.32	42,593.07	0.00	42,593.07	66.55
10-10-4310-0900	F.I.C.A.	98,830.70	33,759.63	33,759.63	65,071.07	0.00	65,071.07	65.84
10-10-4310-1000	LGRS Retirement	193,290.18	63,988.62	63,988.62	129,301.56	0.00	129,301.56	66.90
10-10-4310-1100	HealthLifeDental Insurance	173,288.36	90,106.13	90,106.13	83,182.23	643.20	82,539.03	47.63
10-10-4310-1400	Workers Compensation Insurance	19,058.00	19,058.00	19,058.00	0.00	0.00	0.00	0.00
10-10-4310-1800	Professional Services	578.00	0.00	0.00	578.00	0.00	578.00	100.00
10-10-4310-2100	Uniforms & Protective Gear	25,000.00	2,563.93	2,563.93	22,436.07	1,594.07	20,842.00	83.37
10-10-4310-2500	Vehicle Supplies	57,000.00	20,599.03	20,599.03	36,400.97	0.00	36,400.97	63.86
10-10-4310-2600	Departmental Supplies	16,000.00	5,343.51	5,343.51	10,656.49	3,853.19	6,803.30	42.52
10-10-4310-2602	Animal Care	8,500.00	0.00	0.00	8,500.00	5,500.00	3,000.00	35.29
10-10-4310-3100	Travel & Training	20,000.00	990.00	990.00	19,010.00	619.00	18,391.00	91.96
10-10-4310-3101	Community Resource Program	15,000.00	0.00	0.00	15,000.00	10,000.00	5,000.00	33.33
10-10-4310-3200	Communications	20,200.00	7,519.33	7,519.33	12,680.67	3,114.75	9,565.92	47.36
10-10-4310-3300	Utilities	6,000.00	2,349.19	2,349.19	3,650.81	198.26	3,452.55	57.54
10-10-4310-3500	RM Equipment	4,500.00	297.23	297.23	4,202.77	0.00	4,202.77	93.39
10-10-4310-3501	RM Vehicles	6,500.00	3,476.23	3,476.23	3,023.77	1,026.30	1,997.47	30.73
10-10-4310-4400	Contract Services	120,785.00	45,352.63	45,352.63	75,432.37	40,187.89	35,244.48	29.18
10-10-4310-4500	Insurance & Bonding	37,361.00	46,153.50	46,153.50	-8,792.50	0.00	-8,792.50	-23.53
10-10-4310-5400	Capital Outlay - Vehicles	164,613.28	77,105.19	77,105.19	87,508.09	82,308.16	5,199.93	3.16
10-10-4310-5800	Capital Outlay -Capital Improv	0.00	23,230.37	23,230.37	-23,230.37	0.00	-23,230.37	0.00
10	Police	2,342,412.09	913,127.44	913,127.44	1,429,284.65	149,044.82	1,280,239.83	54.65

General Ledger

Expenditures vs Budget with Encumbrances by Depart



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Department	Description	Annual Budget	Period Amt	Yr to Date	Variance	Encumbered POs	Available	% Available
11	Fire							
10-11-4340-0000	Full-Time Employees	1,091,920.93	361,665.58	361,665.58	730,255.35	0.00	730,255.35	66.88
10-11-4340-0001	Employee Overtime	103,742.84	60,672.61	60,672.61	43,070.23	0.00	43,070.23	41.52
10-11-4340-0100	Volunteer Fire Fees	22,525.00	23,395.00	23,395.00	-870.00	0.00	-870.00	-3.86
10-11-4340-0200	Employee Volunteer Stipend	50,375.00	4,930.00	4,930.00	45,445.00	0.00	45,445.00	90.21
10-11-4340-0700	401K Retirement Supplement	60,373.02	20,661.99	20,661.99	39,711.03	0.00	39,711.03	65.78
10-11-4340-0900	F.I.C.A.	106,315.41	33,920.63	33,920.63	72,394.78	0.00	72,394.78	68.09
10-11-4340-1000	Fire Fighter Pension Plan Cont	164,214.54	56,537.38	56,537.38	107,677.16	0.00	107,677.16	65.57
10-11-4340-1002	Payments To Retirees	24,180.00	2,275.00	2,275.00	21,905.00	0.00	21,905.00	90.59
10-11-4340-1100	HealthLifeDental Insurance	162,129.36	68,510.17	68,510.17	93,619.19	643.20	92,975.99	57.35
10-11-4340-1400	Workers Compensation Insurance	22,639.00	23,268.85	23,268.85	-629.85	0.00	-629.85	-2.78
10-11-4340-1800	Professional Fees	10,000.00	0.00	0.00	10,000.00	0.00	10,000.00	100.00
10-11-4340-2100	Uniforms & Protective Gear	30,000.00	918.14	918.14	29,081.86	6,702.10	22,379.76	74.60
10-11-4340-2500	Vehicle Supplies	40,000.00	16,037.52	16,037.52	23,962.48	2,074.75	21,887.73	54.72
10-11-4340-2600	Departmental Supplies	25,000.00	4,571.32	4,571.32	20,428.68	698.00	19,730.68	78.92
10-11-4340-2604	Fire Prevention	20,000.00	8,461.61	8,461.61	11,538.39	959.89	10,578.50	52.89
10-11-4340-3100	Travel & Training	25,000.00	3,824.30	3,824.30	21,175.70	700.06	20,475.64	81.90
10-11-4340-3200	Communications	24,600.00	2,604.93	2,604.93	21,995.07	0.00	21,995.07	89.41
10-11-4340-3300	Utilities - Fire Dept	30,000.00	7,226.32	7,226.32	22,773.68	3,288.70	19,484.98	64.95
10-11-4340-3500	RM Equipment	12,000.00	377.06	377.06	11,622.94	0.00	11,622.94	96.86
10-11-4340-3501	RM Vehicles	40,000.00	26,538.40	26,538.40	13,461.60	4,955.07	8,506.53	21.27
10-11-4340-3502	RM Facilities	18,000.00	8,628.27	8,628.27	9,371.73	0.00	9,371.73	52.07
10-11-4340-3503	Substation Lease	15,000.00	5,000.00	5,000.00	10,000.00	10,000.00	0.00	0.00
10-11-4340-4400	Contract Services	33,000.00	3,048.43	3,048.43	29,951.57	883.75	29,067.82	88.08
10-11-4340-4500	Insurance & Bonding	50,000.00	41,331.57	41,331.57	8,668.43	0.00	8,668.43	17.34
10-11-4340-5400	Capital Outlay - Vehicles	0.00	2,060.06	2,060.06	-2,060.06	7,479.98	-9,540.04	0.00
10-11-4340-5500	Capital Outlay - Equipment	115,000.00	1,321.68	1,321.68	113,678.32	0.00	113,678.32	98.85
10-11-4340-7100	Debt Service	280,011.00	282,706.87	282,706.87	-2,695.87	0.00	-2,695.87	-0.96
11	Fire	2,576,026.10	1,070,493.69	1,070,493.69	1,505,532.41	38,385.50	1,467,146.91	56.95

General Ledger Expenditures vs Budget with Encumbrances by Depart



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Department	Description	Annual Budget	Period Amt	Yr to Date	Variance	Encumbered POs	Available	% Available
12	Rescue							
10-12-4370-0000	Full-Time Employees	365,809.40	100,998.13	100,998.13	264,811.27	0.00	264,811.27	72.39
10-12-4370-0001	Employee Overtime	36,266.14	25,879.03	25,879.03	10,387.11	0.00	10,387.11	28.64
10-12-4370-0200	Volunteer Rescue Fees	204,250.00	65,612.17	65,612.17	138,637.83	0.00	138,637.83	67.88
10-12-4370-0700	401K Retirement Supplement	20,653.85	6,343.89	6,343.89	14,309.96	0.00	14,309.96	69.28
10-12-4370-0900	F.I.C.A.	38,963.45	13,415.10	13,415.10	25,548.35	0.00	25,548.35	65.57
10-12-4370-1000	RetirementState Shared	56,178.46	17,351.19	17,351.19	38,827.27	0.00	38,827.27	69.11
10-12-4370-1100	HealthLifeDental Insurance	58,638.24	18,477.04	18,477.04	40,161.20	241.20	39,920.00	68.08
10-12-4370-1400	Workers Compensation Insurance	12,193.00	12,193.00	12,193.00	0.00	0.00	0.00	0.00
10-12-4370-2100	Uniforms & Protective Gear	15,000.00	8,959.59	8,959.59	6,040.41	6,677.25	-636.84	-4.25
10-12-4370-2500	Vehicle Supplies	20,000.00	9,969.13	9,969.13	10,030.87	2,018.75	8,012.12	40.06
10-12-4370-2600	Departmental Supplies	12,000.00	86.67	86.67	11,913.33	0.00	11,913.33	99.28
10-12-4370-2601	Medical Supplies	28,000.00	14,831.04	14,831.04	13,168.96	1,972.29	11,196.67	39.99
10-12-4370-3100	Travel & Training	5,000.00	87.50	87.50	4,912.50	0.00	4,912.50	98.25
10-12-4370-3200	Communications	8,700.00	748.86	748.86	7,951.14	0.00	7,951.14	91.39
10-12-4370-3300	Utilities	10,000.00	2,720.81	2,720.81	7,279.19	0.00	7,279.19	72.79
10-12-4370-3500	RM Equipment	12,000.00	0.00	0.00	12,000.00	0.00	12,000.00	100.00
10-12-4370-3501	RM Vehicles	12,000.00	3,923.09	3,923.09	8,076.91	982.43	7,094.48	59.12
10-12-4370-3502	RM Facilities	7,000.00	6,789.53	6,789.53	210.47	0.00	210.47	3.01
10-12-4370-4400	Contract Services	50,000.00	10,068.34	10,068.34	39,931.66	607.78	39,323.88	78.65
10-12-4370-4500	Insurance & Bonding	45,000.00	38,713.57	38,713.57	6,286.43	0.00	6,286.43	13.97
10-12-4370-5400	Capital Outlay - Vehicles	15,000.00	2,071.68	2,071.68	12,928.32	0.00	12,928.32	86.19
10-12-4370-5500	Capital Outlay - Equipment	50,000.00	0.00	0.00	50,000.00	0.00	50,000.00	100.00
12	Rescue	1,082,652.54	359,239.36	359,239.36	723,413.18	12,499.70	710,913.48	65.66

General Ledger
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Department	Description	Annual Budget	Period Amt	Yr to Date	Variance	Encumbered		Available	% Available
						POs			
13	DEPT								
10-13-4400-3200	Communications	55,400.00	24,746.72	24,746.72	30,653.28	10,631.71		20,021.57	36.14
10-13-4400-4400	Contract Services	100,000.00	9,168.34	9,168.34	90,831.66	3,626.00		87,205.66	87.21
13	DEPT	155,400.00	33,915.06	33,915.06	121,484.94	14,257.71		107,227.23	69.00

General Ledger Expenditures vs Budget with Encumbrances by Depart



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Department	Description	Annual Budget	Period Amt	Yr to Date	Variance	Encumbered POs	Available	% Available
40	Planning and Permitting							
10-40-4350-0000	Full-Time Employees	249,040.44	54,903.99	54,903.99	194,136.45	0.00	194,136.45	77.95
10-40-4350-0001	Employee Overtime	1,188.03	1,203.57	1,203.57	-15.54	0.00	-15.54	-1.31
10-40-4350-0700	401K Retirement Supplement	12,430.24	2,802.80	2,802.80	9,627.44	0.00	9,627.44	77.45
10-40-4350-0900	F.I.C.A.	19,142.48	4,238.22	4,238.22	14,904.26	0.00	14,904.26	77.86
10-40-4350-1000	LGERS Retirement	33,810.23	7,656.94	7,656.94	26,153.29	0.00	26,153.29	77.35
10-40-4350-1100	HealthLifeDental Insurance	30,306.24	15,025.57	15,025.57	15,280.67	160.80	15,119.87	49.89
10-40-4350-1400	Workers Compensation Insurance	1,015.00	1,015.00	1,015.00	0.00	0.00	0.00	0.00
10-40-4350-2500	Vehicle Supplies	600.00	776.26	776.26	-176.26	0.00	-176.26	-29.38
10-40-4350-2600	Departmental Supplies	5,000.00	960.39	960.39	4,039.61	557.20	3,482.41	69.65
10-40-4350-3100	Travel & Training	7,000.00	1,669.13	1,669.13	5,330.87	557.00	4,773.87	68.20
10-40-4350-3200	Communications	6,000.00	427.16	427.16	5,572.84	0.00	5,572.84	92.88
10-40-4350-3300	Utilities	1,800.00	1,194.28	1,194.28	605.72	110.63	495.09	27.51
10-40-4350-3501	RM Vehicles	1,000.00	0.00	0.00	1,000.00	189.00	811.00	81.10
10-40-4350-4400	Contract Services	94,600.00	22,667.64	22,667.64	71,932.36	6,342.48	65,589.88	69.33
10-40-4350-4500	Insurance & Bonding	4,652.00	5,497.33	5,497.33	-845.33	0.00	-845.33	-18.17
10-40-4350-5400	Capital Outlay - Vehicles	7,000.00	2,324.91	2,324.91	4,675.09	5,046.31	-371.22	-5.30
40	Planning and Permitting	474,584.66	122,363.19	122,363.19	352,221.47	12,963.42	339,258.05	71.49

General Ledger

Expenditures vs Budget with

Encumbrances by Depart



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Department	Description	Annual Budget	Period Amt	Yr to Date	Variance	Encumbered	POs	Available	% Available
41	DEPT								
10-41-4380-0000	Full-Time Employees	255,958.46	88,238.25	88,238.25	167,720.21	0.00	0.00	167,720.21	65.53
10-41-4380-0001	Employee Overtime	2,059.70	1,523.99	1,523.99	535.71	0.00	0.00	535.71	26.01
10-41-4380-0700	401K Retirement Supplement	12,792.65	4,477.44	4,477.44	8,315.21	0.00	0.00	8,315.21	65.00
10-41-4380-0900	F.I.C.A.	19,738.40	6,686.86	6,686.86	13,051.54	0.00	0.00	13,051.54	66.12
10-41-4380-1000	LGERS Retirement	34,795.98	12,252.50	12,252.50	22,543.48	0.00	0.00	22,543.48	64.79
10-41-4380-1100	HealthLifeDental Insurance	44,347.72	18,980.04	18,980.04	25,367.68	80.40	80.40	25,287.28	57.02
10-41-4380-1400	Workers Compensation Insurance	1,072.00	1,072.00	1,072.00	0.00	0.00	0.00	0.00	0.00
10-41-4380-2500	Vehicle Supplies	1,600.00	506.77	506.77	1,093.23	0.00	0.00	1,093.23	68.33
10-41-4380-2600	Departmental Supplies	5,000.00	528.49	528.49	4,471.51	1,321.13	1,321.13	3,150.38	63.01
10-41-4380-3100	Travel & Training	7,000.00	675.00	675.00	6,325.00	476.21	476.21	5,848.79	83.55
10-41-4380-3200	Communications	2,200.00	1,439.67	1,439.67	760.33	0.00	0.00	760.33	34.56
10-41-4380-3300	Utilities	1,800.00	158.94	158.94	1,641.06	112.17	112.17	1,528.89	84.94
10-41-4380-3501	RM Vehicles	1,500.00	0.00	0.00	1,500.00	0.00	0.00	1,500.00	100.00
10-41-4380-4400	Contract Services	19,900.00	7,281.24	7,281.24	12,618.76	702.48	702.48	11,916.28	59.88
10-41-4380-4500	Insurance & Bonding	3,877.00	4,581.50	4,581.50	-704.50	0.00	0.00	-704.50	-18.17
10-41-4380-5400	Capital Outlay - Vehicles	14,000.00	4,887.27	4,887.27	9,112.73	10,765.65	10,765.65	-1,652.92	-11.81
41	DEPT	427,641.91	153,289.96	153,289.96	274,351.95	13,458.04	13,458.04	260,893.91	61.01

General Ledger Expenditures vs Budget with Encumbrances by Depart



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Department	Description	Annual Budget	Period Amt	Yr to Date	Variance	Encumbered POs	Available	% Available
80	Parks & Recreation							
10-80-6120-0000	Full-Time Employees	375,316.25	117,554.82	117,554.82	257,761.43	0.00	257,761.43	68.68
10-80-6120-0001	Employee Overtime	10,541.00	6,719.36	6,719.36	3,821.64	0.00	3,821.64	36.26
10-80-6120-0200	Part Time Salaries	127,000.06	31,133.45	31,133.45	95,866.61	0.00	95,866.61	75.49
10-80-6120-0700	401K Retirement Supplement	19,184.59	6,213.78	6,213.78	12,970.81	0.00	12,970.81	67.61
10-80-6120-0900	F.I.C.A.	39,233.59	11,580.93	11,580.93	27,652.66	0.00	27,652.66	70.48
10-80-6120-1000	LGRS Retirement	52,182.05	17,000.44	17,000.44	35,181.61	0.00	35,181.61	67.42
10-80-6120-1100	HealthLifeDental Insurance	51,083.40	17,360.80	17,360.80	33,722.60	241.20	33,481.40	65.54
10-80-6120-1400	Workers Compensation Insurance	10,371.00	10,370.29	10,370.29	0.71	0.00	0.71	0.01
10-80-6120-2100	Uniforms & Protective Gear	5,000.00	1,058.89	1,058.89	3,941.11	0.00	3,941.11	78.82
10-80-6120-2500	Vehicle Supplies	6,500.00	3,822.57	3,822.57	2,677.43	0.00	2,677.43	41.19
10-80-6120-2600	Departmental Supplies	60,000.00	21,117.10	21,117.10	38,882.90	9,300.00	29,582.90	49.30
10-80-6120-3100	Travel & Training	5,500.00	0.00	0.00	5,500.00	0.00	5,500.00	100.00
10-80-6120-3200	Communications	2,800.00	1,485.41	1,485.41	1,314.59	993.44	321.15	11.47
10-80-6120-3300	Utilities - Parks & Recreation	46,200.00	9,085.68	9,085.68	37,114.32	0.00	37,114.32	80.33
10-80-6120-3500	RM Equipment	2,000.00	337.50	337.50	1,662.50	0.00	1,662.50	83.13
10-80-6120-3501	RM Vehicles	3,150.00	581.52	581.52	2,568.48	0.00	2,568.48	81.54
10-80-6120-3502	RM Facilities	51,600.00	3,639.36	3,639.36	47,960.64	2,425.79	45,534.85	88.25
10-80-6120-4400	Contract Services	27,850.00	15,682.87	15,682.87	12,167.13	1,215.84	10,951.29	39.32
10-80-6120-4500	Insurance & Bonding	0.00	1,431.60	1,431.60	-1,431.60	0.00	-1,431.60	0.00
10-80-6120-5000	Capital Purchases Under \$5000	4,000.00	0.00	0.00	4,000.00	0.00	4,000.00	100.00
10-80-6120-5400	Capital Outlay - Vehicles	51,050.00	7,463.01	7,463.01	43,586.99	15,108.38	28,478.61	55.79
10-80-6120-5500	Capital Outlay -Equipment	53,000.00	29,260.81	29,260.81	23,739.19	0.00	23,739.19	44.79
10-80-6120-5800	Capital Outlay -Capital Improv	22,250.00	0.00	0.00	22,250.00	0.00	22,250.00	100.00
10-80-6120-5900	Capital Outlay - Improvements	78,000.00	0.00	0.00	78,000.00	0.00	78,000.00	100.00
80	Parks & Recreation	1,103,811.94	312,900.19	312,900.19	790,911.75	29,284.65	761,627.10	69.00

General Ledger Expenditures vs Budget with Encumbrances by Depart



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Department	Description	Annual Budget	Period Amt	Yr to Date	Variance	Encumbered POs	Available	% Available
81	Community Building							
10-81-6150-0000	Full-Time Employees	56,588.71	18,205.99	18,205.99	38,382.72	0.00	38,382.72	67.83
10-81-6150-0200	Part-Time Employees	68,956.42	6,681.94	6,681.94	62,274.48	0.00	62,274.48	90.31
10-81-6150-0700	401K Retirement Supplement	3,859.75	806.35	806.35	3,053.40	0.00	3,053.40	79.11
10-81-6150-0900	F.I.C.A.	8,685.73	1,903.95	1,903.95	6,781.78	0.00	6,781.78	78.08
10-81-6150-1000	LGERS Retirement	6,565.68	2,491.04	2,491.04	4,074.64	0.00	4,074.64	62.06
10-81-6150-1100	HealthLifeDental Insurance	10,102.08	4,305.35	4,305.35	5,796.73	40.20	5,756.53	56.98
10-81-6150-1400	Workers Compensation Insurance	369.00	369.00	369.00	0.00	0.00	0.00	0.00
10-81-6150-2600	Departmental Supplies	3,000.00	2,613.07	2,613.07	386.93	0.00	386.93	12.90
10-81-6150-2700	Marketing	5,000.00	0.00	0.00	5,000.00	0.00	5,000.00	100.00
10-81-6150-3200	Communications	1,400.00	170.87	170.87	1,229.13	0.00	1,229.13	87.80
10-81-6150-3300	Utilities - Community Bldg	12,500.00	2,942.47	2,942.47	9,557.53	0.00	9,557.53	76.46
10-81-6150-3502	RM Facilities	1,000.00	0.00	0.00	1,000.00	0.00	1,000.00	100.00
10-81-6150-4400	Contract Services	5,500.00	0.00	0.00	5,500.00	2,150.00	3,350.00	60.91
10-81-6150-5000	Capital Purchases Under \$5000	2,000.00	0.00	0.00	2,000.00	0.00	2,000.00	100.00
81	Community Building	185,527.37	40,490.03	40,490.03	145,037.34	2,190.20	142,847.14	77.00

General Ledger

Expenditures vs Budget with Encumbrances by Depart



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Department	Description	Annual Budget	Period Amt	Yr to Date	Variance	Encumbered	POs	Available	% Available
82	Tourism								
10-82-6170-0000	Full-Time Employees	144,601.22	45,888.63	45,888.63	98,712.59	0.00	0.00	98,712.59	68.27
10-82-6170-0001	Employee Overtime	1,493.91	0.00	0.00	1,493.91	0.00	0.00	1,493.91	100.00
10-82-6170-0700	401K Retirement Supplement	7,250.64	2,294.42	2,294.42	4,956.22	0.00	0.00	4,956.22	68.36
10-82-6170-0900	F.I.C.A.	11,176.28	3,498.63	3,498.63	7,677.65	0.00	0.00	7,677.65	68.70
10-82-6170-1000	LGERS Retirement	19,721.96	6,278.98	6,278.98	13,442.98	0.00	0.00	13,442.98	68.16
10-82-6170-1100	HealthLifeDental Insurance	20,204.16	8,706.40	8,706.40	11,497.76	80.40	80.40	11,417.36	56.51
10-82-6170-1400	Workers Compensation Insurance	607.00	607.00	607.00	0.00	0.00	0.00	0.00	0.00
10-82-6170-2600	Departmental Supplies	11,600.00	1,965.19	1,965.19	9,634.81	2,690.54	2,690.54	6,944.27	59.86
10-82-6170-2601	Beautification Committee	5,000.00	174.84	174.84	4,825.16	0.00	0.00	4,825.16	96.50
10-82-6170-2710	Tourism Community Events	12,000.00	4,025.00	4,025.00	7,975.00	480.38	480.38	7,494.62	62.46
10-82-6170-2711	Special Marketing Opps	15,000.00	3,739.71	3,739.71	11,260.29	2,500.00	2,500.00	8,760.29	58.40
10-82-6170-2712	Grant Matching Funds	10,000.00	0.00	0.00	10,000.00	0.00	0.00	10,000.00	100.00
10-82-6170-3100	Travel & Training	5,000.00	1,438.09	1,438.09	3,561.91	0.00	0.00	3,561.91	71.24
10-82-6170-3200	Communications	2,400.00	394.65	394.65	2,005.35	0.00	0.00	2,005.35	83.56
10-82-6170-3300	Utilities-Community Relations	12,500.00	2,423.56	2,423.56	10,076.44	0.00	0.00	10,076.44	80.61
10-82-6170-3502	RM Facilities	10,000.00	109.22	109.22	9,890.78	0.00	0.00	9,890.78	98.91
10-82-6170-4400	Contract Services	5,000.00	1,230.80	1,230.80	3,769.20	1,116.87	1,116.87	2,652.33	53.05
10-82-6170-4500	Insurance & Bonding	3,877.00	4,758.50	4,758.50	-881.50	0.00	0.00	-881.50	-22.74
82	Tourism	297,432.17	87,533.62	87,533.62	209,898.55	6,868.19	6,868.19	203,030.36	68.26

General Ledger
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Department	Description	Annual Budget	Period Amt	Yr to Date	Variance	Encumbered POs	Available	% Available
96	Solid Waste							
10-96-4170-4400	Contract Services	371,305.70	126,650.99	126,650.99	244,654.71	230,389.01	14,265.70	3.84
96	Solid Waste	371,305.70	126,650.99	126,650.99	244,654.71	230,389.01	14,265.70	3.84

General Ledger

Expenditures vs Budget with

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Department	Description	Annual Budget	Period Amt	Yr to Date	Variance	Encumbered POs	Available	% Available
99	DEPT							
10-99-4110-9600	Transfer to Other Funds	-41,757.30	-12,187.98	-12,187.98	-29,569.32	0.00	-29,569.32	70.81
10-99-4120-9600	Transfer to Other Funds	-105,411.00	-66,272.07	-66,272.07	-39,138.93	0.00	-39,138.93	37.13
10-99-4140-9600	Transfer to Other Funds	-243,095.00	-67,250.35	-67,250.35	-175,844.65	0.00	-175,844.65	72.34
10-99-4190-9600	Transfer to Other Funds	0.00	-1,499.04	-1,499.04	1,499.04	0.00	1,499.04	0.00
10-99-4350-9600	Transfers to Other Funds	-70,108.00	-19,598.05	-19,598.05	-50,509.95	0.00	-50,509.95	72.05
10-99-4380-9600	Transfer to Other Funds	155,198.00	63,166.11	63,166.11	92,031.89	0.00	92,031.89	59.30
10-99-4560-9600	Transfer to Other Funds	-80,932.00	-27,619.59	-27,619.59	-53,312.41	0.00	-53,312.41	65.87
10-99-4700-9600	Transfer to Other Funds	-19,087.57	-6,242.13	-6,242.13	-12,845.44	0.00	-12,845.44	67.30
10-99-6150-9600	Transfers to Other Funds	0.00	1,499.04	1,499.04	-1,499.04	0.00	-1,499.04	0.00
99	DEPT	-405,192.87	-136,004.06	-136,004.06	-269,188.81	0.00	-269,188.81	66.43

General Ledger
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Department	Description	Annual Budget	Period Amt	Yr to Date	Variance	Encumbered		Available	% Available
						POs			
Expense Total 10	General Fund	13,589,635.00	4,856,504.26	4,856,504.26	8,733,130.74	693,949.51		8,039,181.23	59.1567
		13,589,635.00	4,856,504.26	4,856,504.26	8,733,130.74	693,949.51		8,039,181.23	59.16

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Department	Description	Annual Budget	Period Amt	Yr to Date	Variance	Encumbered POs	Available	% Available
20	Powell Bill Fund							
20	Powell Bill							
20-20-4510-5500	Capital Outlay - Equipment	0.00	7,472.30	7,472.30	-7,472.30	72,941.96	-80,414.26	0.00
20-20-4510-5900	Capital Outlay - Improvements	160,000.00	1,025.55	1,025.55	158,974.45	0.00	158,974.45	99.36
20	Powell Bill	160,000.00	8,497.85	8,497.85	151,502.15	72,941.96	78,560.19	49.10

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Department	Description	Annual Budget	Period Amt	Yr to Date	Variance	Encumbered		Available	% Available
						POs			
Expense Total 20	Powell Bill Fund	160,000.00	8,497.85	8,497.85	151,502.15	72,941.96		78,560.19	49,100.1
		160,000.00	8,497.85	8,497.85	151,502.15	72,941.96		78,560.19	49.10

General Ledger Expenditures vs Budget with Encumbrances by Depart



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Department	Description	Annual Budget	Period Amt	Yr to Date	Variance	Encumbered POs	Available	% Available
23	Capital Project Fund							
23	DEPT							
23-23-7300-5500	Capital Outlay-Equipment	100,970.00	712,092.80	712,092.80	-611,122.80	30,066.16	-641,188.96	-635.03
23-23-7300-5800	Capital Outlay -Capital Improv	1,225,500.00	378,234.70	378,234.70	847,265.30	1,121,989.02	-274,723.72	-22.42
23	DEPT	1,326,470.00	1,090,327.50	1,090,327.50	236,142.50	1,152,055.18	-915,912.68	-69.05

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Department	Description	Annual Budget	Period Amt	Yr to Date	Variance	Encumbered POs	Available	% Available
Expense Total		1,326,470.00	1,090,327.50	1,090,327.50	236,142.50	1,152,055.18	-915,912.68	-69.0489
23	Capital Project Fund	1,326,470.00	1,090,327.50	1,090,327.50	236,142.50	1,152,055.18	-915,912.68	-69.05

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Department	Description	Annual Budget	Period Amt	Yr to Date	Variance	Encumbered POs	Available	% Available
30	Electric Fund							
93	Electric							
30-93-7210-0000	Full-Time Employees	72,943.01	33,324.95	33,324.95	39,618.06	0.00	39,618.06	54.31
30-93-7210-0001	Employee Overtime	669.37	219.69	219.69	449.68	0.00	449.68	67.18
30-93-7210-0700	401K Retirement Supplement	3,653.55	1,677.24	1,677.24	1,976.31	0.00	1,976.31	54.09
30-93-7210-0900	F.I.C.A.	5,631.35	2,379.28	2,379.28	3,252.07	0.00	3,252.07	57.75
30-93-7210-1000	LGERS Retirement	9,937.65	4,594.77	4,594.77	5,342.88	0.00	5,342.88	53.76
30-93-7210-1100	HealthLifeDental Insurance	20,656.08	8,850.41	8,850.41	11,805.67	40.20	11,765.47	56.96
30-93-7210-1400	Workers Compensation Insurance	306.00	306.00	306.00	0.00	0.00	0.00	0.00
30-93-7210-1800	Professional Fees	11,500.00	0.00	0.00	11,500.00	0.00	11,500.00	100.00
30-93-7210-2100	Uniforms & Protective Gear	1,100.00	280.88	280.88	819.12	159.11	660.01	60.00
30-93-7210-2500	Vehicle Supplies	650.00	392.96	392.96	257.04	0.00	257.04	39.54
30-93-7210-2600	Departmental Supplies	2,000.00	201.09	201.09	1,798.91	0.00	1,798.91	89.95
30-93-7210-2700	Power Purchase	5,925,632.17	1,538,071.18	1,538,071.18	4,387,560.99	3,188,179.12	1,199,381.87	20.24
30-93-7210-2701	Utility Sales Tax	551,396.06	165,786.12	165,786.12	385,609.94	0.00	385,609.94	69.93
30-93-7210-3100	Travel & Training	5,000.00	589.89	589.89	4,410.11	0.00	4,410.11	88.20
30-93-7210-3200	Communications	10,301.00	1,439.65	1,439.65	8,861.35	2,686.50	6,174.85	59.94
30-93-7210-3300	Utilities - Electric	109,500.00	26,950.22	26,950.22	82,549.78	0.00	82,549.78	75.39
30-93-7210-3501	RM Vehicles	1,000.00	0.00	0.00	1,000.00	24.00	976.00	97.60
30-93-7210-3502	Install Load Mgt Switches	44,478.00	4,168.21	4,168.21	40,309.79	10,493.97	29,815.82	67.03
30-93-7210-4400	Contract Services	72,680.00	14,979.52	14,979.52	57,700.48	52,110.99	5,589.49	7.69
30-93-7210-4500	Insurance & Bonding	9,072.00	10,720.50	10,720.50	-1,648.50	0.00	-1,648.50	-18.17
30-93-7210-4800	Billing Contract	255,400.00	67,825.35	67,825.35	187,574.65	0.00	187,574.65	73.44
30-93-7210-4900	Operations & Maintenance BEMC	597,763.00	207,966.64	207,966.64	389,796.36	415,933.28	-26,136.92	-4.37
30-93-7210-5400	Capital Outlay - Vehicles	7,000.00	2,252.87	2,252.87	4,747.13	4,909.03	-161.90	-2.31
30-93-7210-5800	Capital Outlay -Capital Improv	75,000.00	6,373.45	6,373.45	68,626.55	43,626.55	25,000.00	33.33
30-93-7210-5900	Capital Outlay - System	3,414,977.67	901,329.88	901,329.88	2,513,647.79	2,445,867.62	67,780.17	1.98
30-93-7210-9700	Contingency Expenses	145,000.00	0.00	0.00	145,000.00	0.00	145,000.00	100.00
93	Electric	11,353,246.91	3,000,680.75	3,000,680.75	8,352,566.16	6,164,030.37	2,188,535.79	19.28

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Department	Description	Annual Budget	Period Amt	Yr to Date	Variance	Encumbered POs	Available	% Available
99	DEPT							
30-99-7210-9600	Transfer to Other Funds	405,192.87	136,004.06	136,004.06	269,188.81	0.00	269,188.81	66.43
99	DEPT	405,192.87	136,004.06	136,004.06	269,188.81	0.00	269,188.81	66.43

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Department	Description	Annual Budget	Period Amt	Yr to Date	Variance	Encumbered POs	Available	% Available
Expense Total		11,758,439.78	3,136,684.81	3,136,684.81	8,621,754.97	6,164,030.37	2,457,724.60	20.9018
30	Electric Fund	11,758,439.78	3,136,684.81	3,136,684.81	8,621,754.97	6,164,030.37	2,457,724.60	20.90

General Ledger

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Department	Description	Annual Budget	Period Amt	Yr to Date	Variance	Encumbered POs	Available	% Available
31	Water & Sewer Fund							
91	WaterSewer							
31-91-7130-0000	Full-Time Employees	0.00	0.00	0.00	0.00	0.00	0.00	0.00
31-91-7130-0700	401K Retirement Supplement	0.00	0.00	0.00	0.00	0.00	0.00	0.00
31-91-7130-0900	F.I.C.A.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
31-91-7130-1000	LGERS Retirement	0.00	0.00	0.00	0.00	0.00	0.00	0.00
31-91-7130-1100	HealthLifeDental Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00
31-91-7130-2600	Departmental Supplies	0.00	-433.61	-433.61	433.61	0.00	433.61	0.00
31-91-7130-2606	Sewer SuppliesColl System	0.00	14.02	14.02	-14.02	0.00	-14.02	0.00
31-91-7130-3200	Communications	0.00	-8.50	-8.50	8.50	0.00	8.50	0.00
31-91-7130-3300	Utilities - Public Works	0.00	-257.99	-257.99	257.99	0.00	257.99	0.00
31-91-7130-4400	Contract Services	0.00	-4,308.09	-4,308.09	4,308.09	0.00	4,308.09	0.00
91	WaterSewer	0.00	-4,994.17	-4,994.17	4,994.17	0.00	4,994.17	0.00

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Department	Description	Annual Budget	Period Amt	Yr to Date	Variance	Encumbered		Available	% Available
						POs			
Expense Total		0.00	-4,994.17	-4,994.17	4,994.17	0.00		4,994.17	0
31	Water & Sewer Fund	0.00	-4,994.17	-4,994.17	4,994.17	0.00		4,994.17	0.00

General Ledger
Expenditures vs Budget with
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Department	Description	Annual Budget	Period Amt	Yr to Date	Variance	Encumbered POs	Available	% Available
50	ARP SLFRF Funding							
50	ARPA Funding							
50-50-8111-5800	Capital Outlay -Capital Improv	250,000.00	0.00	0.00	250,000.00	0.00	250,000.00	100.00
50	ARPA Funding	250,000.00	0.00	0.00	250,000.00	0.00	250,000.00	100.00

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Department	Description	Annual Budget	Period Amt	Yr to Date	Variance	Encumbered		Available	% Available
						POs			
Expense Total		250,000.00	0.00	0.00	250,000.00	0.00		250,000.00	100
50	ARP SLFRF Funding	250,000.00	0.00	0.00	250,000.00	0.00		250,000.00	100.00

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Department		Description	Annual Budget	Period Amt	Yr to Date	Variance	Encumbered		Available	% Available
53		Sewer I&I SRP-W-ARP-0308								
53		DEPT								
53	53-53-8111-4400	Contract Services	0.00	42,567.52	42,567.52	-42,567.52	0.00		-42,567.52	0.00
53		DEPT	0.00	42,567.52	42,567.52	-42,567.52	0.00		-42,567.52	0.00

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Department	Description	Annual Budget	Period Amt	Yr to Date	Variance	Encumbered		Available	% Available
						POs			
53	Sewer I&I SRP-W-ARP-0308	0.00	42,567.52	42,567.52	-42,567.52	0.00		-42,567.52	0
		0.00	42,567.52	42,567.52	-42,567.52	0.00		-42,567.52	0.00

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Department		Description	Annual Budget	Period Amt	Yr to Date	Variance	Encumbered POs	Available	% Available
57		Stormwater Map G-202303-07251							
57		DEPT							
57-57-8111-4400		Contract Services	0.00	37,700.00	37,700.00	-37,700.00	238,100.00	-275,800.00	0.00
57		DEPT	0.00	37,700.00	37,700.00	-37,700.00	238,100.00	-275,800.00	0.00

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Department	Description	Annual Budget	Period Amt	Yr to Date	Variance	Encumbered		Available	% Available
						POs			
57	Stormwater Map G-202303-07251	0.00	37,700.00	37,700.00	-37,700.00	238,100.00		-275,800.00	0
		0.00	37,700.00	37,700.00	-37,700.00	238,100.00		-275,800.00	0.00

General Ledger
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Department	Description	Annual Budget	Period Amt	Yr to Date	Variance	Encumbered POs	Available	% Available
60	Waterfront Stabilization Fund							
60	DEPT							
60-60-8111-4400	Contract Services	0.00	4,700.00	4,700.00	-4,700.00	0.00	-4,700.00	0.00
60-60-8111-5800	Capital Outlay -Capital Improv	0.00	21,974.22	21,974.22	-21,974.22	0.00	-21,974.22	0.00
60	DEPT	0.00	26,674.22	26,674.22	-26,674.22	0.00	-26,674.22	0.00

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Expenditures vs Budget with
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Department	Description	Annual Budget	Period Amt	Yr to Date	Variance	Encumbered POs	Available	% Available
Expense Total		0.00	26,674.22	26,674.22	-26,674.22	0.00	-26,674.22	0
60	Waterfront Stabilization Fund	0.00	26,674.22	26,674.22	-26,674.22	0.00	-26,674.22	0.00

General Ledger
Expenditures vs Budget with
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Department	Description	Annual Budget	Period Amt	Yr to Date	Variance	Encumbered POs	Available	% Available
Expense Total		27,084,544.78	9,193,961.99	9,193,961.99	17,890,582.79	8,321,077.02	9,569,505.77	35,332

Permits and Inspections 2024

Month	New Construct	Building	Plumb	Mech	Electric	Gas	Accessory	Demo	Tree Removal	Inspections	Permits Issued
January	6	29	4	9	20	11	5	0	1	121	81
February	11	15	7	10	18	5	4	2	5	139	66
March	9	15	14	39	41	13	2	0	14	472	209
April	9	22	14	42	26	12	5	1	15	461	189
May	7	12	12	40	18	19	7	3	25	402	219
June	8	36	7	28	16	17	7	2	14	384	146
July	10	39	14	27	27	29	7	1	15	406	187
August	10	36	13	31	28	16	1	0	10	404	137
September	10	37	6	24	40	9	10	1	7	258	96
October	11	47	24	47	34	21	7	2	14	429	151
November											
December											

