



**CITY OF SOUTHPORT
BOARD OF ALDERMEN
REGULAR AGENDA REVIEW AND WORKSHOP
113 W. MOORE STREET
September 8, 2023
9:00 AM**

Agenda

Please turn off all cell phones

Meetings are open to the public. Face masks and social distancing may be used at the discretion of each individual. The Board of Aldermen reserve the right to make changes to this policy, as needed to help prevent the spread of the Coronavirus.

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.

A. Call to Order

B. Invocation

C. Pledge of Allegiance

D. Approval of Agenda

E. Agenda

1. Build Out Study (W. MacLeod, CFCOG)
2. Auditor Presentation (Jay Sharpe, Sharpe Patel PLLC)
3. Compensation Study (Evergreen Solutions)
4. Grand Strand Area Transportation Study (Mark Hoeweler, Executive Director)
5. Capital Improvement Plan-Six Year (Bob Jarvis, City Engineer)
6. Parks and Recreation Amendment (H. Hemphill, Chief Coring, Major Burke)
7. Bay Street Sidewalk (B. Therrien)
8. Right of Way Changes-Proposed Amendment (D. Dutton)
9. Minimum Housing Ordinance (D. Dutton)
10. New Signs Plan (R. Jones)
11. Review of September 14, 2023 Agenda

F. Mayor and Board Comments

G. Adjourn



BOARD OF ALDERMEN AGENDA ITEM SUMMARY

DATE: August 16, 2023

DEPARTMENT: Board of Aldermen

PRESENTED BY: Wes Macleod, Local Government Services Director, COG

ITEM SPONSORED BY: Southport Board of Aldermen

ITEM/TOPIC: Build Out Study of the City of Southport

COST: \$14,500

BUDGET LINE ITEM: 10-00-4110-4400

JUSTIFICATION: At your April Board meeting, \$14,500 was approved to have the Cape Fear Regional Council of Governments prepare a comprehensive Build-Out Analysis for Southport. Wes MacLeod, Local Government Service Director, will be giving you a summary of his findings and looking for direction from you as to whether you want more information included in the report or have questions that need clarification before he presents at a future Regular Board meeting.

IMPACT IF NOT APPROVED: Not applicable.

DEPARTMENT HEAD COMMENTS: Not applicable

CITY MANAGER COMMENTS: Mr. Macleod is looking for feedback from you at your monthly Workshop before presenting his findings at one of your upcoming regular meetings.

ATTACHMENTS: Summary of the findings

REQUESTED ACTION: Giving Mr. Mcleod feedback on his report.

PROPOSED MOTION: None needed at this time.

Buildout Analysis for the City of Southport

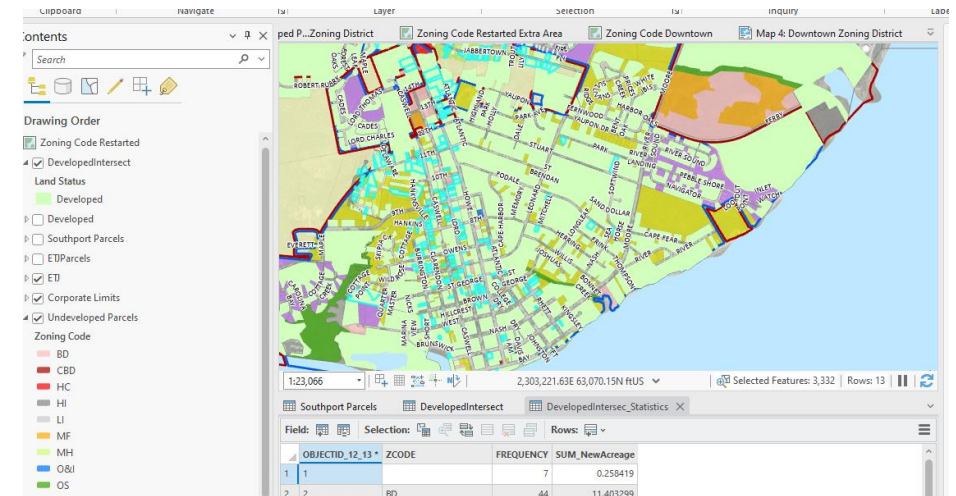
September 9, 2023

WES MACLEOD, AICP, ASLA
LOCAL GOVERNMENT SERVICES DIRECTOR



Scope of Study

- Estimate potential future unit counts and population
- Reviewing available data including:
 - Vacant land use acreage
 - Existing zoning districts
 - Available water and sewer capacity*
 - County tax data
 - Environmental features and constraints
 - Orthophotography
 - Persons per household census data



Process

1. Review demographic data
2. Prepare existing land use analysis
3. Identify developed and undeveloped parcels
4. Analyze zoning categories of vacant parcels
5. Prepare unit count scenarios based upon existing zoning designations
6. Prepare scenario based on potential future zoning changes
7. Develop population estimates based on residential unit counts





Community Profile

- Historic population growth
- Population by age
- Population projections
- Seasonal population estimates

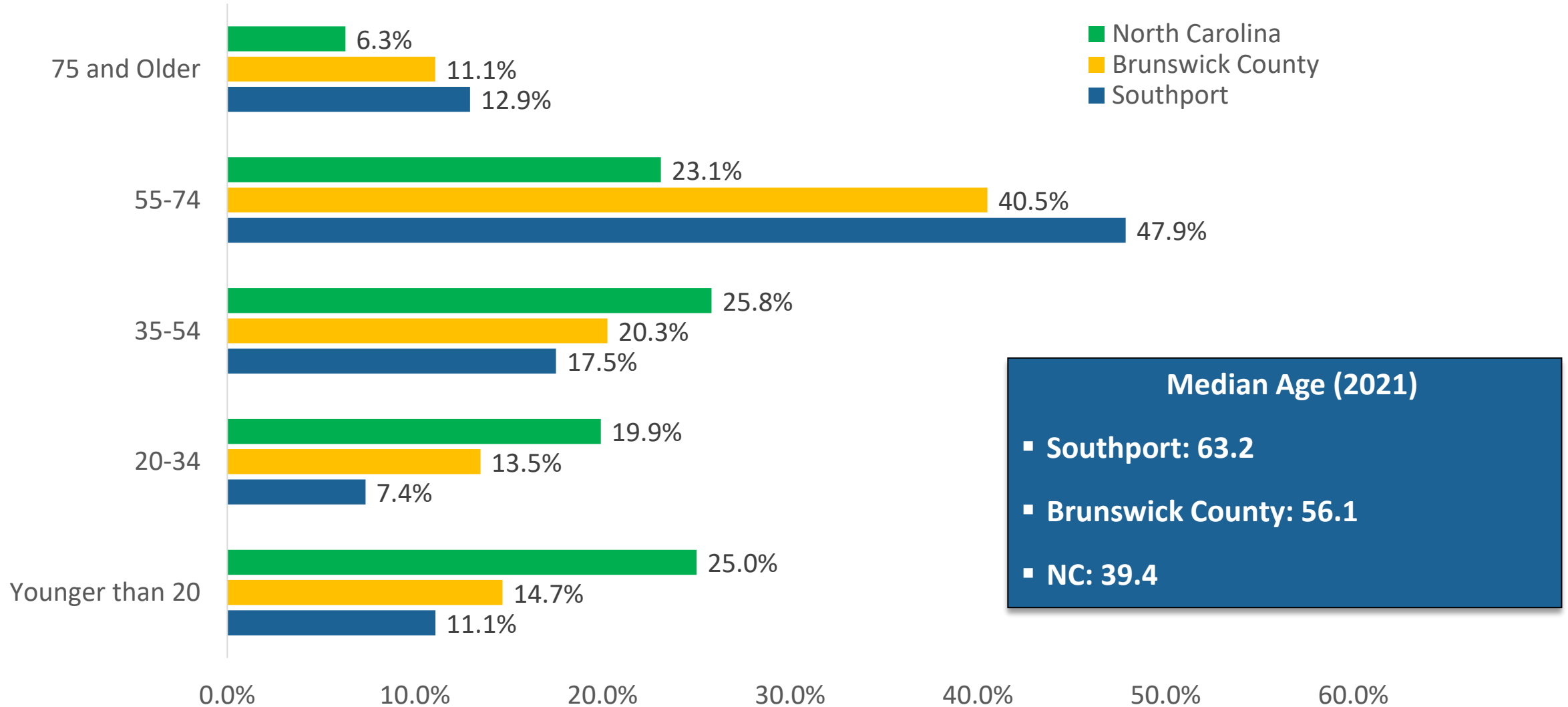
Population Growth (2000 – 2021)

	Southport			Shallotte			Brunswick County		
Year	Total Population	Absolute Change	% Change	Total Population	Absolute Change	% Change	Total Population	Absolute Change	% Change
2000	2,386	---	---	1,373	---	---	73,143	---	---
2010	2,833	447	18.7%	3,675	2,302	167%	107,431	34,288	46.9%
2020	3,971	1,138	40.2%	4,185	510	13.8%	136,693	29,262	27.2%
2021*	4,226*	255	6.4%	4,347	162	3.9%	143,550*	6,857	0.5%
Combined 2000-2021	---	1,840	77.1%	---	2,974	217%	---	70,407	96.3%

Source: US Census; NC Office of State Budget and Management

- City of Southport: 7 new residents a month last 21 years
- Town of Shallotte: 11 new residents per month
- Brunswick County: 279 per month

Population by Age (2021)



Demographic Population Projections (2020 - 2040)

Population Estimates	Brunswick County	Horry County	New Hanover County	Pender County	Southport*
2020 Population	137,789	353,498	225,702	60,203	3,971
2025 Projection	168,650	402,381	244,233	69,774	4,523
2030 Projection	190,301	454,626	259,215	74,886	5,002
2035 Projection	208,623	507,979	274,199	80,002	5,473
2040 Projection	225,987	560,837	289,182	85,113	5,932
Population Growth Projections					
Net Increase through 2040	88,198	207,339	63,480	24,910	1,961
Persons Per Month though 2040	210.0	493.7	151.1	59.3	4.7

*Southport's population projection estimates are based on regional projected growth rates. The projections do not consider future buildout.

Source: NCOSBM, SC Revenue and Fiscal Affairs Office, US Census & Cape Fear Council of Governments

Peak Seasonal Overnight Population (2021)

Housing Units	Persons per Unit	Total
Permanently Occupied Housing (1,739)	2.43 residents + 2 guest per Unit	7,704**
Vacant Housing (538)	4 seasonal residents/guests	2,152
Hotel Units (294)	2	588
Campsites (10)	4	40
Total		10,484

**For the estimate, the following assumptions were used to calculate the total number of persons: 2 guests per permanent housing unit on average; 95 percent occupancy rate for seasonal recreational housing; 95 percent occupancy for vacant housing; and 100 percent occupancy for hotel units and campsites.

**The permanent population and seasonal increase is based upon the 2021 OSBM population of 4,226 + 2 additional visiting persons per housing unit (1,739 permanently occupied housing units X 2 additional persons for each unit).

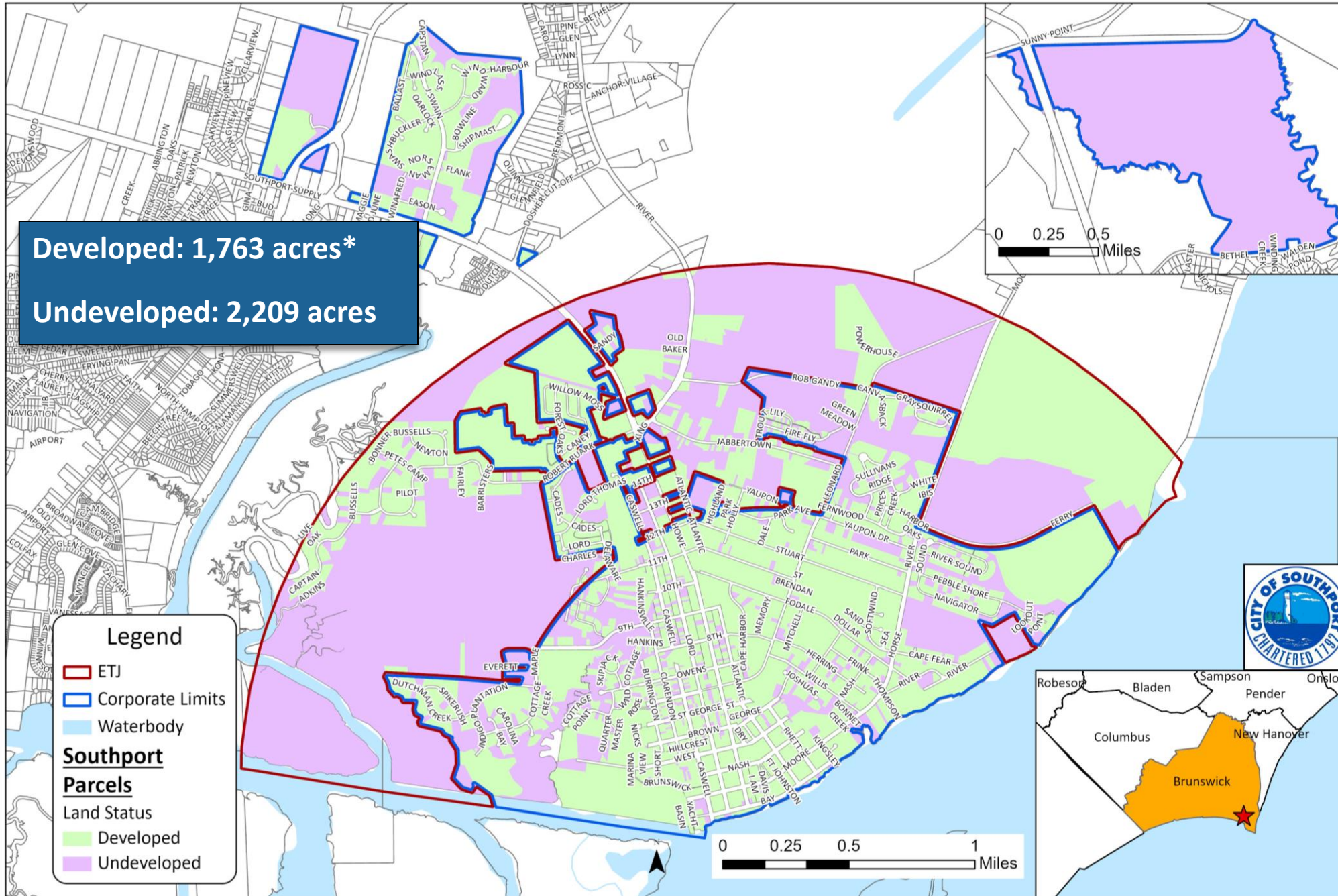
Source: US Census Bureau 2021 American Community Survey (5-year Estimate), and Cape Fear Council of Governments

Nearly 25% of housing units considered vacant or utilized for seasonal purposes.



Existing Conditions & Buildout

- Undeveloped and developed lands
- Developed lands by type
- Existing zoning district regulations for residential dwellings
- Vacant lands by zoning district
- Residential unit counts based on existing zoning
- Future buildout counts based on zoning changes



Map 1: Undeveloped and Developed Land

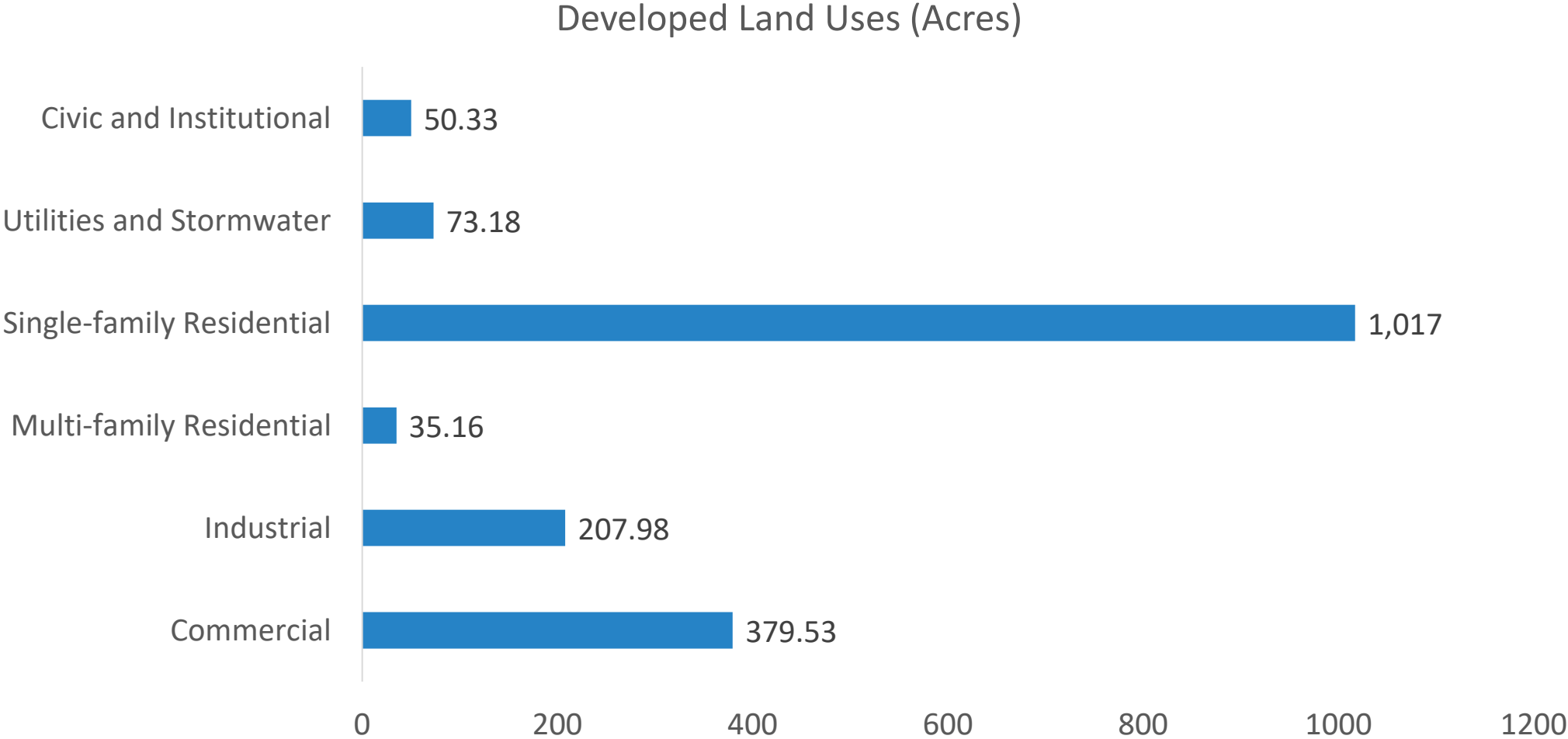
Source: Brunswick County GIS, Brunswick County Tax Records, Cape Fear Council of Governments

*Approved but not yet built projects included in developed acreage.

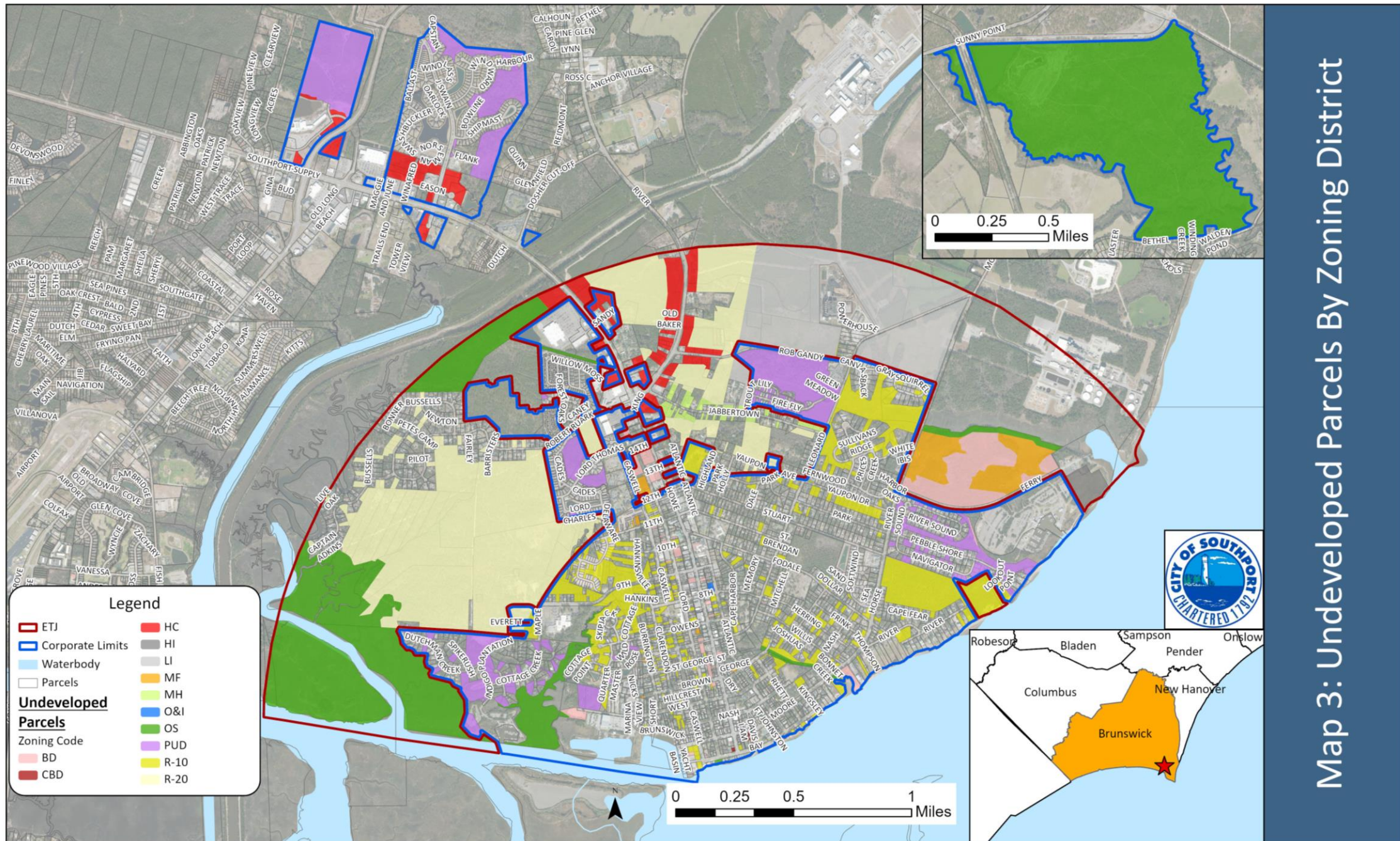


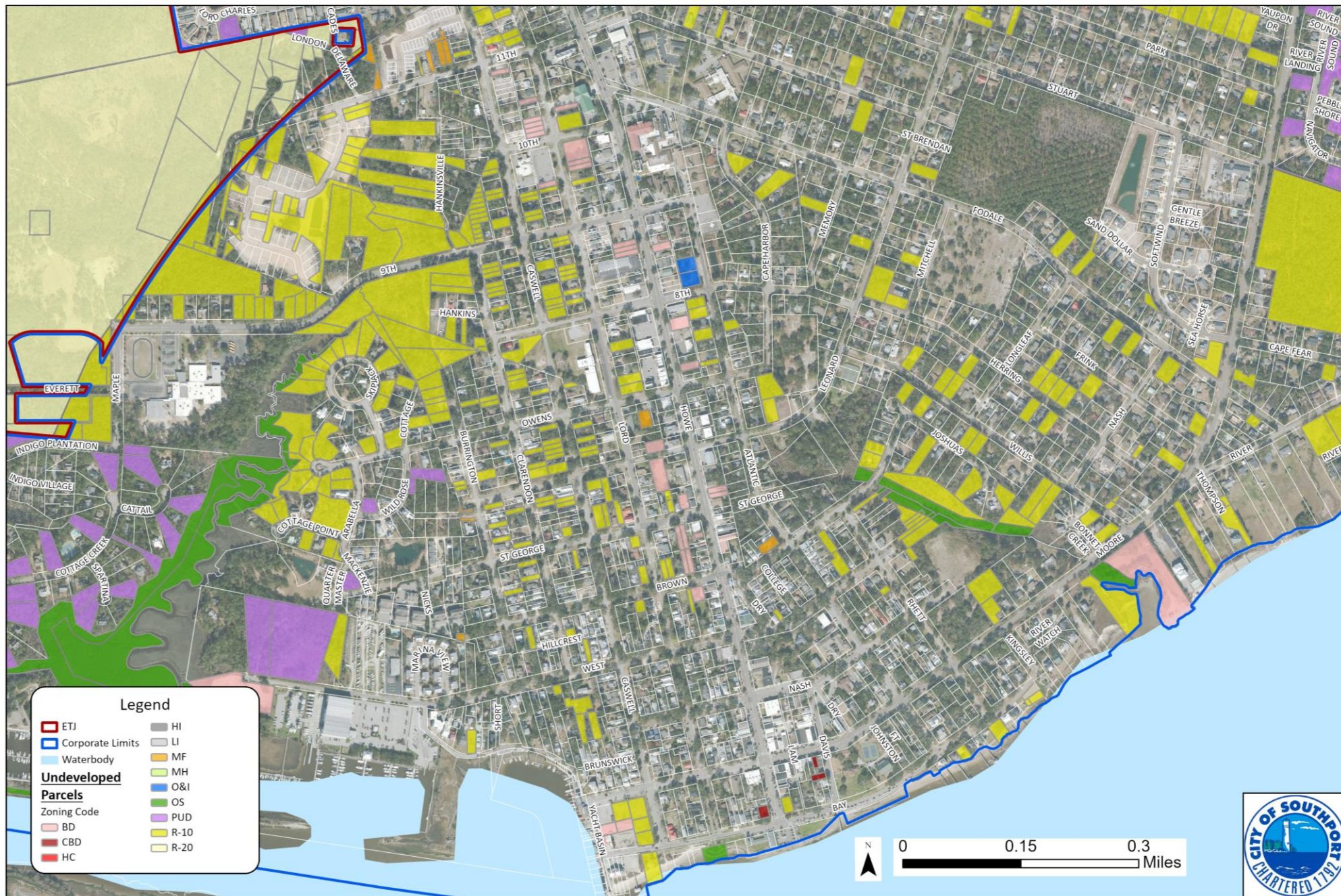
Map 2: CBD Undeveloped and Developed Land

Developed Land Use Types (2023)

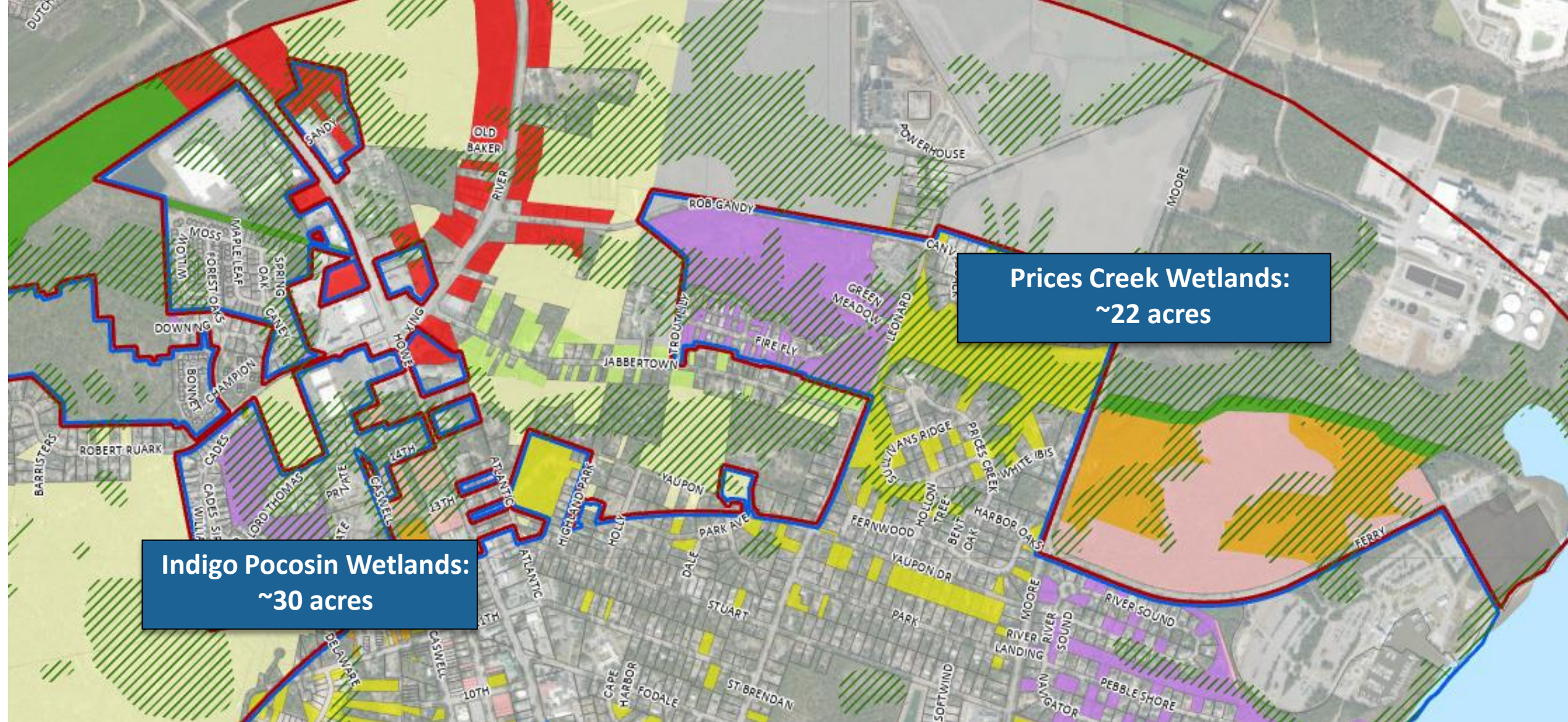


Source: Cape Fear Council of Governments





Map 4: CBD Undeveloped Parcels By Zoning District

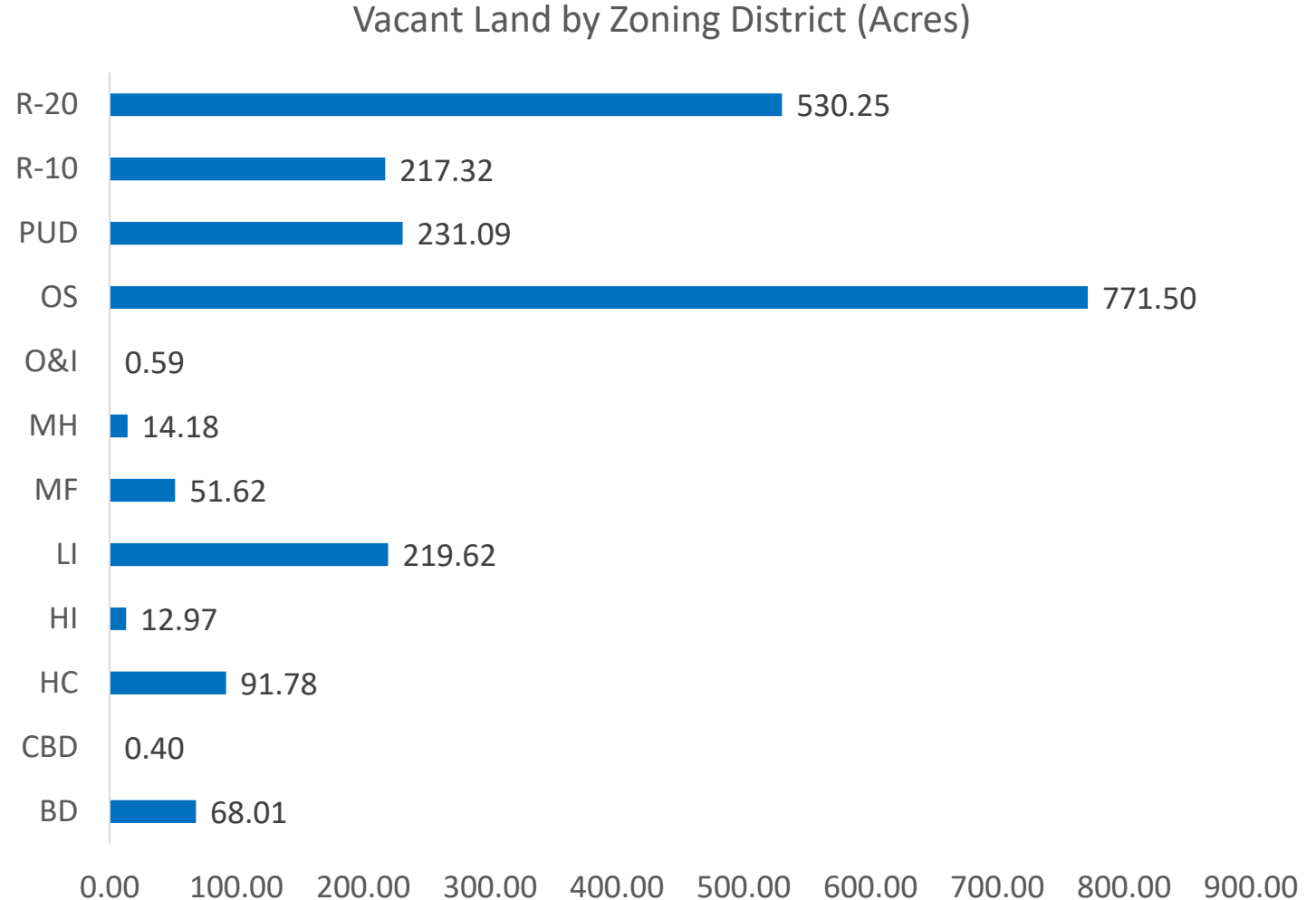


Wetlands may be subject to differing enforcement mechanisms based on recent Supreme Court Case regarding “Waters of the United States (WOTUS)” definition. Salt/brackish marsh with surface water still subject to future protections.

Vacant Land by Zoning District (2023)

Zoning District	Percent of Total	Vacant Acres
BD	3.08%	68.01
CBD	0.02%	0.40
HC	4.15%	91.78
HI	0.59%	12.97
LI	9.94%	219.62
MF	2.34%	51.62
MH	0.64%	14.18
O&I	0.03%	0.59
OS*	34.92%	771.50
PUD	10.46%	231.09
R-10	9.84%	217.32
R-20	24.00%	530.25
Total	100.00%	2,209.34

*OS zoning district not subject to future development and is not considered for buildout scenario.



Developed Land: 1,763 acres

Undeveloped Land Available for Development: 1,438 acres

Buildout Assumptions

1. Available wastewater capacity to support future buildout.
2. No time horizon. Future buildout assumes maximum allocation of development to vacant tracts. Residential unit counts are unlikely to reach potential numbers within the next 30 to 50 years, if ever. Market absorption of residential units will be the primary driver of buildout growth.
3. No additional units were considered as part of redevelopment projects. The potential exists for additional unit counts to be allocated to underutilized redeveloped buildings or lots.
4. Within the vacant residential zoning districts (R-10 & R-20), only 70% of the available acreage was considered for future development. The remaining 30% of acreage is assumed to be allocated to open space, roadways, utilities, and stormwater in addition to any other environmental constraints.

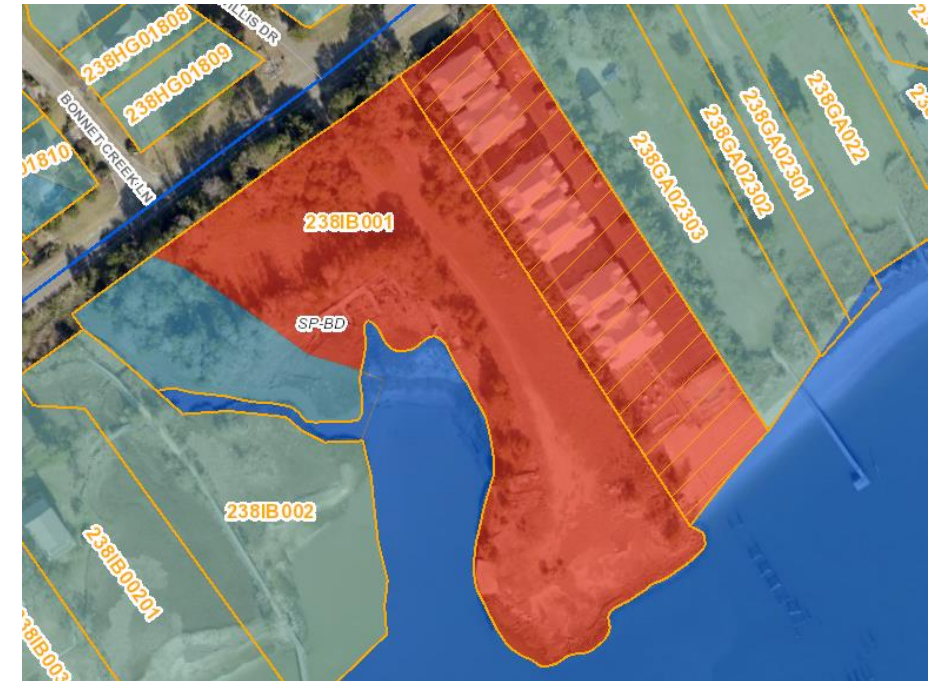
Residential Development Criteria by Zoning District

Zoning District	Permitted Residential Use Types	Assumption Criteria
BD	Mixed uses: residential dwellings permitted but cannot exceed the square footage of nonresidential uses.	50% of acreage for building; 50% of new development devoted to residential uses; divided by 750 square feet per unit.
CBD	Mixed uses: residential dwellings permitted but cannot exceed the square footage of nonresidential uses.	50% of acreage for building; 50% of new development devoted to residential uses; divided by 750 square feet per unit.
HC, HI, LI, OS	No residential units permitted.	
MF	Single-family; duplex; multi-family.	Number of gross acres multiplied by 11.
MH	Single-family; duplex; triplex or quadplex as a special use approval.	2 units per 5,000 square feet lot. 70% of land dedicated to lots for development.
O&I	Single-family; duplex; triplex, quadplex, or multi-family as a special use approval.	Number of gross acres multiplied by 11.
PUD	Uses permitted based on prior approval. New approvals subject to legislative decision. Range of residential uses permissible based upon approval which may include single-family; duplex; triplex, quadplex, or multi-family as a special use approval.	1 unit per 10,000 square foot lot. 70% of land dedicated to lots for development. This base estimate is utilized for the existing vacant parcels subject to future development in addition to other large PUD tracts that may be subject to modified approvals.
R-10	Single-family; duplex as a special use approval.	1.5 units per 10,000 square foot lot. 70% of land dedicated to lots for development.
R-20	Single-family; duplex as a special use approval.	1.5 units per 20,000 square foot lot. 70% of land dedicated to lots for development.

Buildout Criteria Example

Example: 5.3 acre parcel

- $5.3 \times 43,560$ square feet = 230,868 square feet
- $230,868 \times 50\%$ reduction for open space, parking, utilities, etc. = 115,434 square feet of potential development
- $115,434 \times 50\%$ of development allocated to residential uses = 57,717 square feet of residential development (30,000 square feet per floor)
- 57,717 divided by 750 square feet per unit = 76 units
- 76 units divided by 5.3 = 14.3 units per acre



1. Residential Buildout Estimate by Existing Zoning

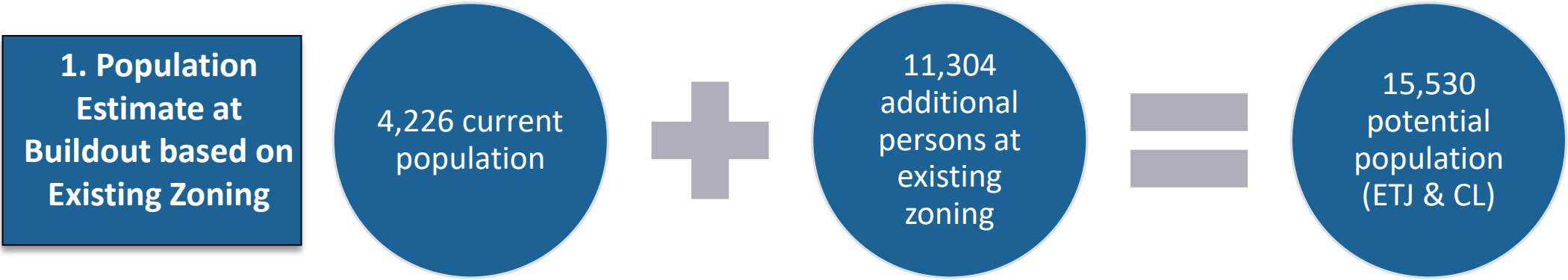
Zoning District	Vacant Acres	Residential Unit Count	Assumption Criteria
BD	68.01	987	50% of acreage for building; 50% of new development devoted to residential uses; divided by 750 square feet per unit.
CBD	0.40	6	50% of acreage for building; 50% of new development devoted to residential uses; divided by 750 square feet per unit.
HC, HI, LI, OS	324.37	0	No residential development permitted.
MF	51.62	568	Number of gross acres multiplied by 11.
MH	14.18	173	2 units per 5,000 square feet lot. 70% of land dedicated to lots for development.
O&I	0.59	7	Number of gross acres multiplied by 11.
PUD	771.50	705	1 unit per 10,000 square foot lot. 70% of land dedicated to lots for development. This base estimate is utilized for the existing vacant parcels subject to future development in addition to other large PUD tracts that may be subject to modified approvals.
R-10	231.09	994	1.5 units per 10,000 square foot lot. 70% of land dedicated to lots for development.
R-20	217.32	1,213	1.5 units per 20,000 square foot lot. 70% of land dedicated to lots for development.
Total	2,209.34	4,652	4,652 x 2.43 persons per unit = 11,304 additional potential persons (residents/seasonal residents)

2. Additional Residential Buildout Estimate based on Possible Zoning Modifications

Zoning District	Vacant Acres	Residential Unit Count	Assumption Criteria for Zoning Modification
HC	91.78	275	Rezoned to allow for residential development at three units per acre.
HI	12.97	39	Rezoned to allow for residential development at three units per acre.
LI	219.62	659	Rezoned to allow for residential development at three units per acre.
R-10	217.32	2,651 (1,657 net increase)	4 units per 10,000 square foot lot. 70% of land dedicated to lots for development.
R-20	530.25	3,234 (2,021 net increase)	4 units per 20,000 square foot lot. 70% of land dedicated to lots for development.
Total	1,071.94	6,857 (4,651 net increase)	4,651 x 2.43 persons per unit = 11,301 additional potential persons (residents/seasonal residents)

1. Anticipation for industrial zoned land to be utilized for future residential development.
2. Potential inclusion of mixed use development or standalone residential uses in the HC zoning district.
3. Consideration for increased residential densities in vacant R-10 and R-20 zoning districts. If HB 401/SB 349 (or similar) were to be enacted, an allowance of up to four units per lot would be required. Net increase number is difference between current zoning allowance for residential development and future modifications to allow for additional units.

Population Estimates at Buildout



**Population increase is based upon the addition of 2.43 persons per new housing unit.
Housing units/persons may be located in ETJ or Corporate Limits.**

Thank you!



Wes MacLeod, AICP, ASLA

(910) 274-0352

wmacleod@capefearcog.org



BOARD OF ALDERMEN AGENDA ITEM SUMMARY

DATE: August 16, 2023

DEPARTMENT: Finance

PRESENTED BY: Jay Sharpe, CPA, Auditor, Sharpe Patel PLLC

ITEM SPONSORED BY: City Manager

ITEM/TOPIC: Training on the Audit Process and Audit Findings

COST: Included in Audit Cost

BUDGET LINE ITEM: Not applicable

JUSTIFICATION: When you approved hiring our new auditing firm, Sharpe Patel, I had told you that Mr. Sharpe would be willing to come and speak to you about the yearly audit process and how to read an audit document. He will be giving you an overview of those two things.

IMPACT IF NOT APPROVED: Not applicable.

DEPARTMENT HEAD COMMENTS: Not applicable

CITY MANAGER COMMENTS: When we had interviews for auditing firms, Mr. Sharpe was the only auditor that said he would come and review the audit process as well as what is in the final document for an audit for a municipality.

ATTACHMENTS: Overview of a presentation

REQUESTED ACTION: Questions only

PROPOSED MOTION: None needed at this time.



SHARPE
PATELCPA

City of Southport

Understanding an Audit and Financial Reporting

Presented by Jay E. Sharpe, CPA, CFE
September 8, 2023

Audit Requirements

- ▶ NC General Statutes required all incorporated towns and cities to have annual **financial** audits.
- ▶ The audit process is overseen by the Local Government Commission:
 - ▶ Review and approval of contracts
 - ▶ Review and approval of invoices
 - ▶ Review and approval of audited financial statements

Audit Requirements (cont.)

- ▶ In addition to the financial audit, towns and cities under certain circumstances will require a **Single** Audit.
 - ▶ NC State Single Audit if > \$500,000 of state funds is expended in a given year.
 - ▶ Federal Single Audit if > \$750,000 of federal funds is expended in a given year.
- ▶ Single audits compliance requirements are determined by NC and the Federal government.
- ▶ May include both financial and non-financial testing

What is an audit?

- ▶ An **independent** examination and evaluation of the financial statements of an entity.
- ▶ Key phases of an audit:
 - ▶ Pre-Planning
 - ▶ Planning
 - ▶ Risk Assessment
 - ▶ Fieldwork / Substantive Testing
 - ▶ Wrap up and financial reporting

Auditing 101

- ▶ Auditors have to gain an understanding of internal controls over **significant** financial reporting areas.
- ▶ Auditors may decide to perform test of controls.
- ▶ Auditors use a risk-based audit approach.
- ▶ Materiality concept:
 - ▶ Benchmark used to obtain reasonable assurance concerning the financial balances being reported by an entity.
- ▶ Auditor's judgment:
 - ▶ Opinion regarding evidential matter, degree of reliance and methods used to obtain audit evidence

Audit Reporting

- ▶ The reason you hire an auditor - to give an opinion on the financial statements.
- ▶ This opinion describes rather or not the financial are presented fairly, in all **material** respects.
- ▶ An audit opinion provides reasonable, not absolute assurance.
- ▶ Auditor's responsibility:
 - ▶ To express an opinion on the financial statements.
 - ▶ To conduct an audit in accordance with appropriate auditing standards
 - ▶ To plan and perform the audit to obtain reasonable assurance about whether the financials are free from material misstatement.

Audit Reporting (cont.)

- ▶ Management's responsibility:
 - ▶ Management is responsible for preparation and fair presentation of the financial statements.
 - ▶ Management is responsible for design, implementation and maintenance of internal controls.

Fund Types

- ▶ General Fund - Used to account for general operations of the government.
- ▶ Special revenues fund - Used to account for legally restricted revenue sources.
- ▶ Capital project funds - used to account for major capital activities or construction projects.
- ▶ Proprietary funds - used to account for the business type activities of the government
 - ▶ NOTE: accounted for using same basis on government wide and fund statements.
- ▶ Fund balance:
 - ▶ Unassigned - amount for the general use of the City.
 - ▶ Restricted - restricted for use for certain purposes or unusable at current time.
 - ▶ Committed - earmarked for specific use (action by the board)
 - ▶ Assigned - earmarked for specific use (no action by the board)

Governmental Financial Statements

- ▶ More detailed reference:
 - ▶ *How to Read Governmental Financial Statements* by Gregory S. Allison (UNC School of government, 2 parts).
- ▶ The financials are presented in two different methods:
 - ▶ Fund Statements
 - ▶ Modified cash basis (books are kept on this basis and budgets are presented on this basis)
 - ▶ Focuses on current financial resources measurement
 - ▶ Government wide
 - ▶ Full Accrual (converted from fund basis at year-end)
 - ▶ Focuses economic resources measurement focus

Governmental Financial Statements (cont).

- ▶ Statement of financial position (balance sheet)
- ▶ Snapshot at a given point of time
- ▶ Accounting equation:
 - ▶ $\text{Assets} = \text{Liabilities} + \text{Net Position (Fund Balance)}$
 - ▶ Assets - what the City owns
 - ▶ Liabilities - what the City owes
 - ▶ Net Position (Fund Balance) - City's net worth
- ▶ Statement of revenues and expenses (income statement)
- ▶ Summation over a period of time (a movie)
 - ▶ Revenues: Amount earned or inflows
 - ▶ Expenses / expenditures: amounts spent or outflows

Governmental Financial Statements (cont).

- ▶ Other financing sources and uses
 - ▶ Proceeds from debt
 - ▶ Transfers in and out
- ▶ Common expenditures that are not expenses:
 - ▶ Principal payments on Debt
 - ▶ Capital outlay (purchases of fixed assets)

Governmental Financial Statements (cont).

- ▶ Notes to the financial statements:
 - ▶ Provide details of significant policies for how the City accounts for certain types of transactions
 - ▶ Provides additional details and information regarding significant balances on the balance sheet and income statement.
 - ▶ If applicable, can discuss additional detail on certain items:
 - ▶ Non-compliance with statutes
 - ▶ Significant subsequent events
 - ▶ Details on transaction involving related parties

Governmental Financial Statements (cont).

- ▶ Compliance section:
 - ▶ Results of any potential findings associated with:
 - ▶ Financial reporting
 - ▶ Compliance with State or Federal programs
 - ▶ Findings detail out what, how and why.
 - ▶ If there are findings, City presents Corrective Action Plan, which describes how the City plans on correcting the issue.
 - ▶ Statement of Federal and State Expenditures:
 - ▶ Details out expenditures by Federal and State program

Questions?

Jay E. Sharpe, CPA, CFE

jay@sharpepatelcpa.com

919-961-7496



BOARD OF ALDERMEN AGENDA ITEM SUMMARY

DATE: August 18, 2023

DEPARTMENT: Human Resources

PRESENTED BY: Rob Williamson, Evergreen Solutions, LLC

ITEM SPONSORED BY:

ITEM/TOPIC: Classification and Compensation Study

COST: \$21,500

BUDGET LINE ITEM: 10-07-4700-4400

JUSTIFICATION: A solid, updated compensation plan helps to create greater efficiency. It helps to reduce the turnover rate of a company and offers pay satisfaction. Employees will be more incentivized to stay in their role and achieve goals and objectives. Formal studies should be conducted every 5 to 7 years to ensure appropriate compensation and position classification alignment.

IMPACT IF NOT APPROVED: Not applicable.

DEPARTMENT HEAD COMMENTS: Comparisons recommended are the following -

- | | |
|-----------------------|-----------------------------------|
| 1. Leland | 11. Wilmington |
| 2. Oak Island | 12. New Hanover County |
| 3. Calabash | 13. Brunswick County |
| 4. Ocean Isle | 14. Myrtle Beach/Horry County, SC |
| 5. Wrightsville Beach | 15. Pender County |
| 6. New Bern | 16. Sunset Beach |
| 7. Emerald Isle | 17. Sunny Point Military Base |
| 8. Bald Head | 18. Currituck County |
| 9. Beaufort, NC | 19. Morehead City |
| 10. Shallotte | 20. Elizabeth City |

CITY MANAGER COMMENTS: Updating our Compensation Plan and job descriptions are crucial to have in place so that all staff are paid correctly and job descriptions describing their duties are up to date. The last time there was a partial compensation study completed, it was never implemented. Mr. Williamson will be reviewing the steps to complete this study and the importance of selecting the correct comparative businesses for the correct results.

ATTACHMENTS: Southport Contract, EGS Letter Proposal

REQUESTED ACTION: Discussion Only

PROPOSED MOTION: Discussion Only



BOARD OF ALDERMEN AGENDA ITEM SUMMARY

DATE: 08/16/2023

DEPARTMENT: Development Services/City Manager's Office

PRESENTED BY: Bonnie Therrien, City Manager

ITEM SPONSORED BY: Development Services Department

ITEM/TOPIC: Presentations – Regional Transportation Planning Entity – Grand Strand – Mark Hoeweler, Executive Director

COST: Potential Membership Dues to be determined at a later date.

BUDGET LINE ITEM: TBD

JUSTIFICATION: As you requested at your last Workshop, staff from the Grand Strand Transportation Regional Group will provide a presentation regarding their organization.

IMPACT IF NOT APPROVED: No approval necessary or requested at this time.

DEPARTMENT HEAD COMMENTS: Southport is currently part of the Cape Fear RPO. The Grand Strand MPO are exploring expansion of their boundaries. You have already heard presentations from the Wilmington RPO and Cape Fear. Southport is under no obligation to join either MPO. As I told you previously, Wilmington RPO has decided not to expand their borders, so the two choices would be Grand Strand or Cape Fear.

CITY MANAGER COMMENTS: Each group has its positive and negatives when it comes to what they can do for Southport, so it is important to find out the cost, makeup of the decision making body of the organization, how our vote is counted towards the future direction of the agency, and the requirements to join their group.

ATTACHMENTS: Overview of presentation

REQUESTED ACTION: Listen to the presentations and ask questions. Later, a vote to join one of the organizations may be necessary.

PROPOSED MOTION: N/A

GSAATS

The Grand Strand Area Transportation Study



GSATS Staff

- ▶ Mark Hoeweler, AICP, ITE, MPO Director
- ▶ Elizabeth Tucker, AICP Transportation Program Manager
- ▶ Leigh Kane, AICP, Planning Services Director
- ▶ Tom Dobrydney, AICP Senior Planner
- ▶ Jason Werner, AICP, Associate Planner
- ▶ Darryl Elliott, GIS, IT
- ▶ Chelsea Cogliano, Associate Planner/Environment

Office located in Georgetown, SC

Services Available to Members

- ▶ **Transportation Model**
 - Scenario Planning
 - Traffic Projections
- ▶ **Development Impacts**
 - Traffic Impact Analysis
- ▶ **MioVision Traffic Counting**
 - Traffic Counts/Turning Movements
 - Tube counters/Speed Studies
- ▶ **Administration of:**
 - Corridor Studies/Origin – Destination Studies
 - Consultant Contracts
 - Request for Proposals

Timetable

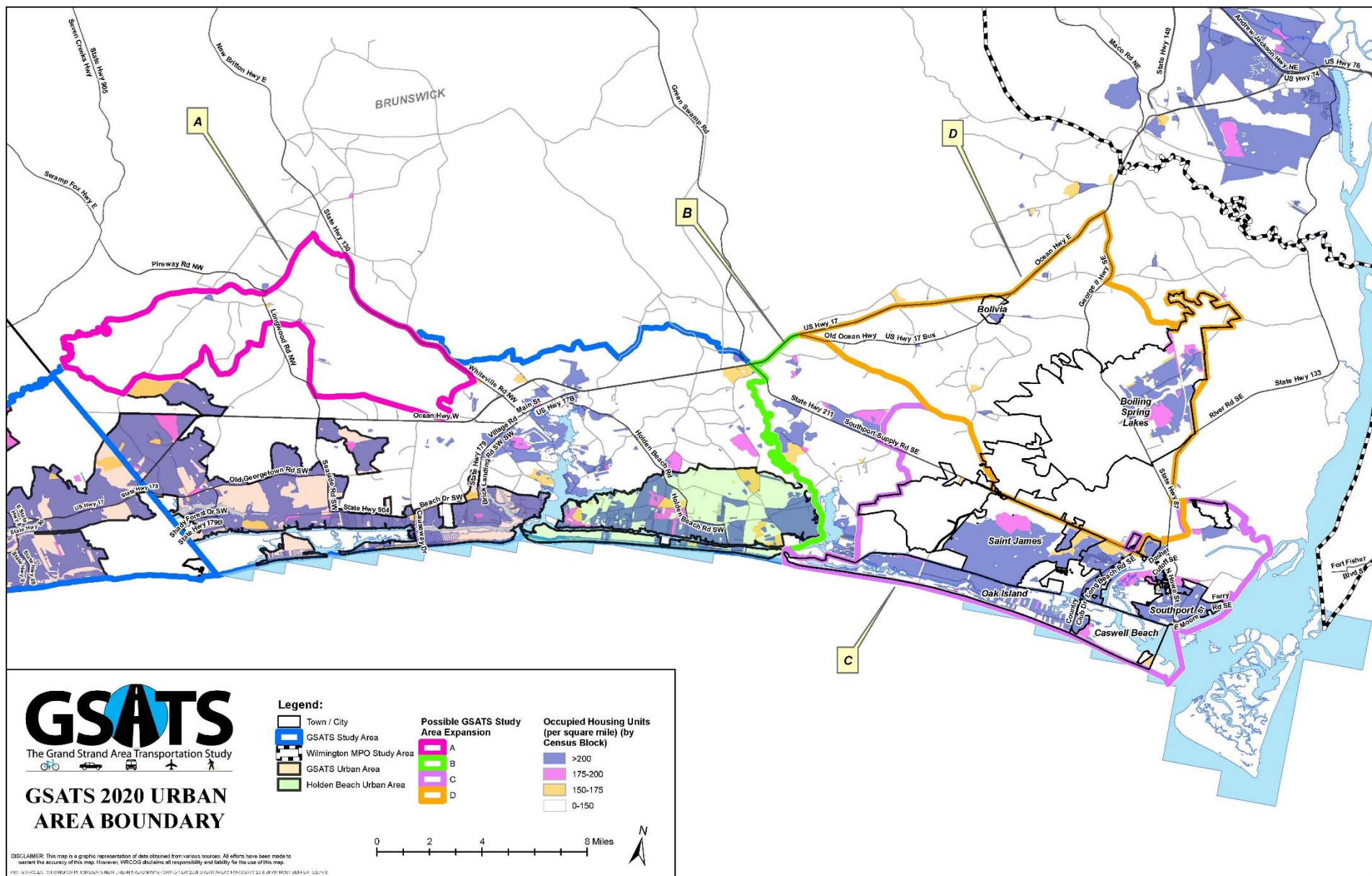
- ▶ July – November 2023 – Contact Local Governments
- ▶ December – Determine MPO Membership
 - Develop Bi-State Agreement
 - Modify Committee Memberships
 - Change Existing Bylaws
 - Resolutions of Support From New MPO Members
 - Signed Memorandum of Understanding

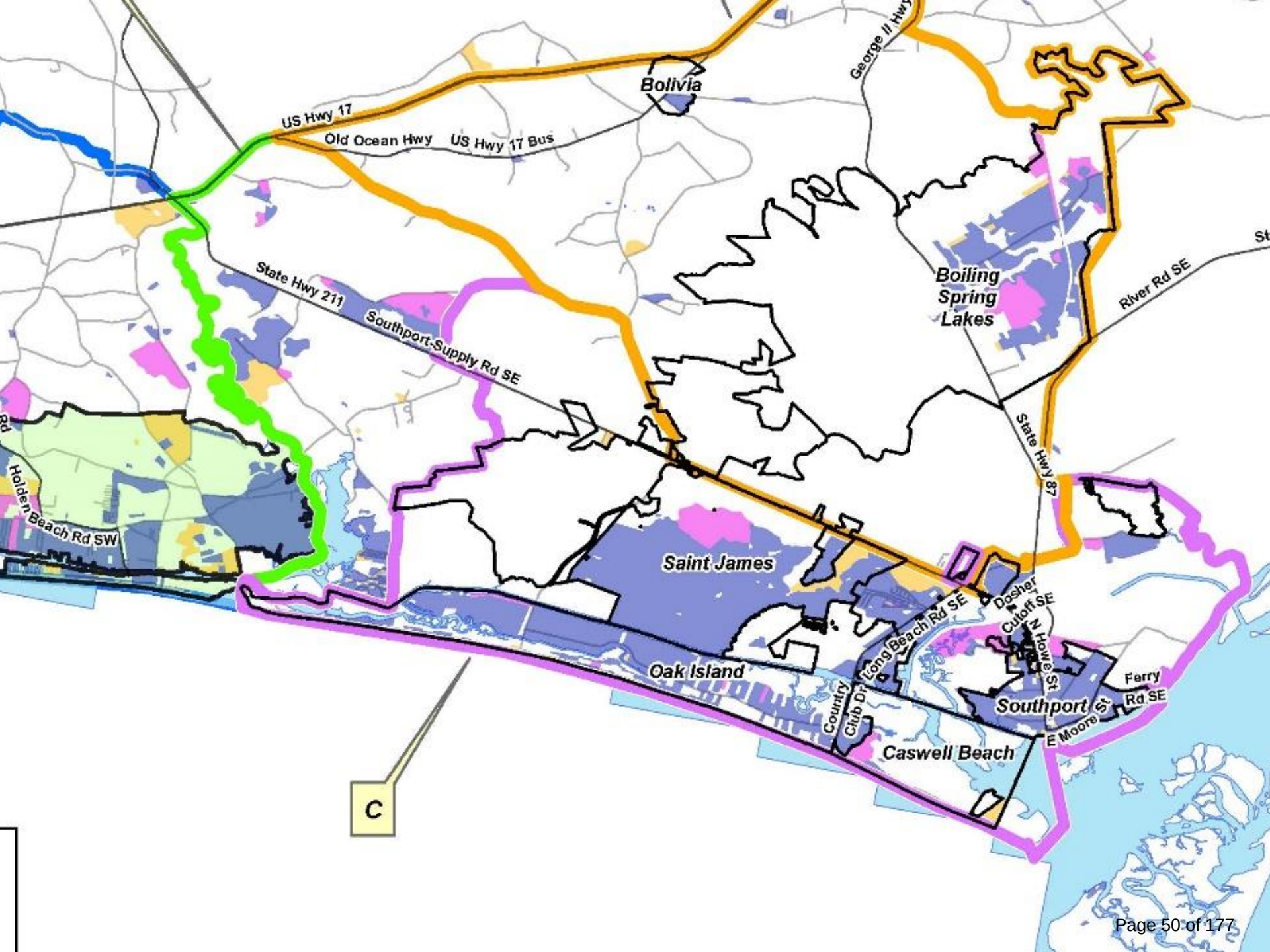
Myrtle Beach–North Myrtle Beach SC/NC MPO

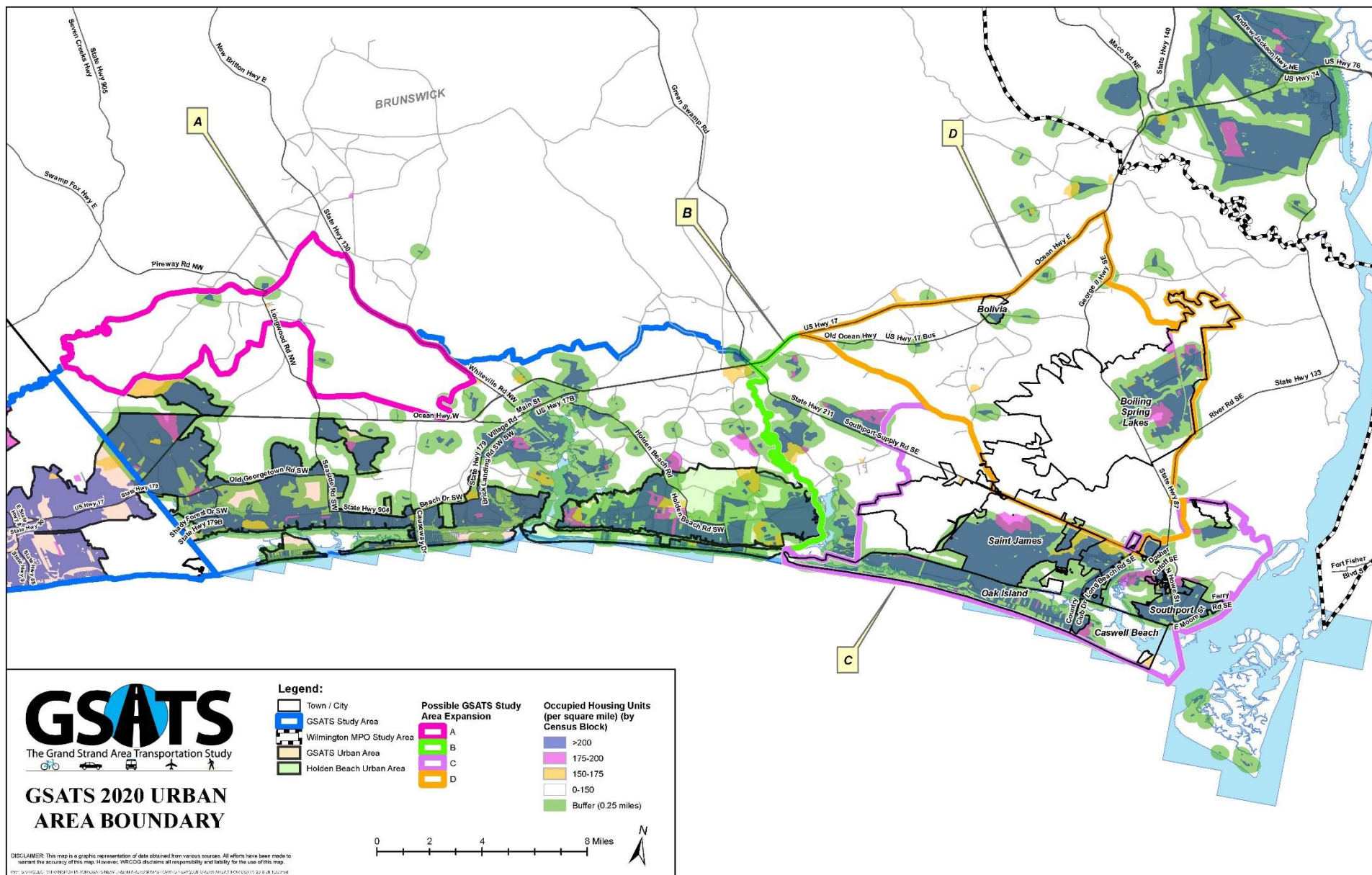
History

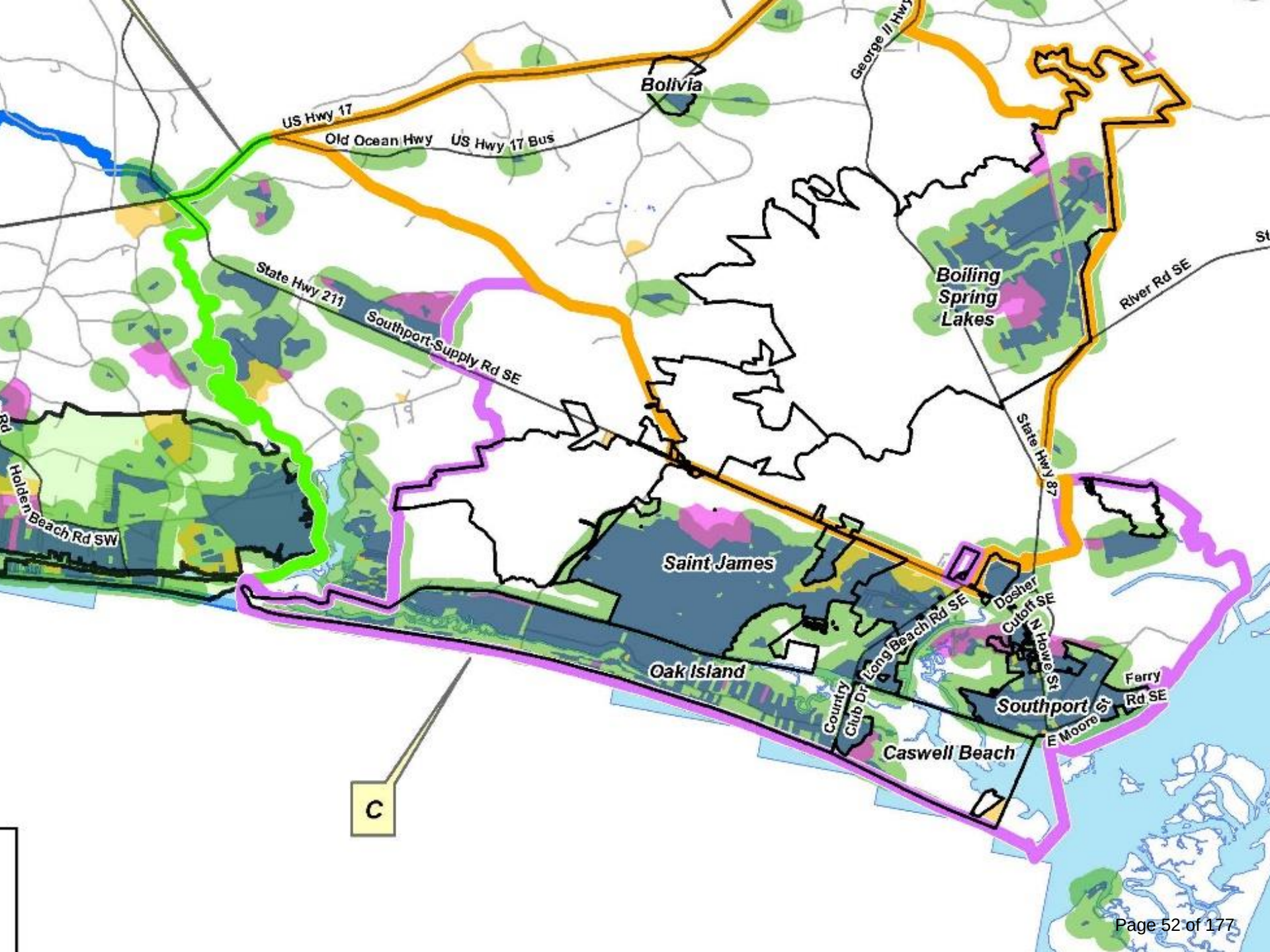
- ▶ 1990 Census Population 50,000+ **MPO**
- ▶ 2000 Census Population 100,000+ **MPO**
- ▶ 2010 Census Population 214,000+ **TMA**
- ▶ 2020 Census Population 298,000+ **TMA**











Committee Structures

The Grand Strand Area Transportation Study

- ▶ **Two-Tiered Structure**
 - Technical Committee (staff representation)
 - Policy Committee (elected officials)
- ▶ **Advisory Committee (Study Team/TCC)**
 - Staff level representatives make recommendations to Policy Committee/TAC
- ▶ **Policy Committee (TAC)**
 - Elected Officials (mayors, legislative delegation members) DOT, FHWA
- ▶ **Overall GSATS Policy Committee**
 - Elected Officials from both states with proportional representation from NC (4 NC representatives/20 SC members)
 - The NC population is approximately 16% of total MPO population

TRANSPORTATION ADVISORY COMMITTEE MEMBERS

- ▶ CALABASH
- ▶ CAROLINA SHORES
- ▶ SUNSET BEACH
- ▶ HOLDEN BEACH
- ▶ BRUNSWICK COUNTY(2)
- ▶ OCEAN ISLE BEACH
- ▶ SHALLOTTE (2)
- ▶ VARNAMTOWN
- ▶ BRUNSWICK TRANSIT
- ▶ HOUSE DISTRICT 17
- ▶ SENATE DISTRICT 8
- ▶ NCDOT BOT

SC/NC Representation

24 POLICY COMMITTEE REPRESENTATIVES

Myrtle Beach (2)	Georgetown Delegation (2)	Brunswick County
Conway	Coast RTA	NCDOT Board of Trans
North Myrtle Beach	SCDOT Commission	NCTAC Chair
Briarcliffe Acres	SCDOT Sec of Trans	NCTAC Vice-Chair
Atlantic Beach		
Surfside Beach		
Horry County (2)		
Horry Delegation (3)		
Georgetown		
Pawleys Island		
Georgetown County		

Funding Availability (Adjusted to Obligational Limitation)							
Last Data Update 8/24/23							
MPO	Fund	Fund Description	CFFY Carry Forward Exception	Current Year Apportionment	Net Available Funding	Obligation or Committed Amount	Funding Balance
MYRTLE BEACH	2710Z910M	Urbanized Areas >200K Myrtle Beach-Socas	\$24,200.00		\$24,200.00		\$24,200.00
MYRTLE BEACH	2710Z919M	Urbanized Areas >200K Myrtle Beach-Socas	\$19,723.00		\$19,723.00		\$19,723.00
MYRTLE BEACH	2731M230M	Urban Over 200K Population-Myrtle Beach	\$301,263.00		\$301,263.00	-\$183,978.00	\$485,241.00
MYRTLE BEACH	2731M23EM	Urban > 200K Population-Myrtle Beach Ext	\$333,372.00		\$333,372.00		\$333,372.00
MYRTLE BEACH	2731Y230M	Urban Over 200K Pop IIJA-Myrtle B-Socas.	\$376,331.00	\$383,858.00	\$760,189.00	\$409,080.00	\$351,109.00
MYRTLE BEACH	2731Z230M	Urban Over 200K Population-Myrtle Beach	\$481,417.00		\$481,417.00	-\$32,768.00	\$514,185.00
MYRTLE BEACH	2731Z23EM	Urban >200K Pop.-Myrtle Beach FAST EXT	\$342,754.00		\$342,754.00		\$342,754.00
MYRTLE BEACH	27CVZ972M	Urbanized Areas >200K Myrtle Beach COVID	\$136,556.00		\$136,556.00	\$136,556.00	\$0.00
MYRTLE BEACH	2741Y230M	Forward Funding_STBG_>200kP_Myrtle Beach	\$0.00	\$1,535,432.00	\$1,535,432.00		\$1,535,432.00
MYRTLE BEACH	2749Y301M	Forward Funding TAP >200K Myrtle Beach	\$0.00	\$193,460.00	\$193,460.00		\$193,460.00
MYRTLE BEACH	2751Y601M	Forward Funding CRP >200K - Myrtle Beach	\$0.00	\$366,984.00	\$366,984.00		\$366,984.00
			\$2,015,616.00	\$2,479,734.00	\$4,495,350.00	\$328,890.00	\$4,166,460.00
MYRTLE BEACH	2713M301M	Total Surface Transportation Block Grant Transp Alt. Prog >200K Myrtle Beach	\$41,529.00		\$41,529.00		\$41,529.00
MYRTLE BEACH	2713M3E1M	Transp Alt. Prog >200K Myrtle Beach-Ext.	\$27,196.00		\$27,196.00		\$27,196.00
MYRTLE BEACH	2713Y301M	TAP IMPRV ACC & EFF >200K Myrtle Beach	\$47,376.00	\$48,365.00	\$95,741.00	\$95,741.00	\$0.00
MYRTLE BEACH	2713Z301M	Transp Alt. Prog >200K Myrtle Beach	\$115,015.00		\$115,015.00		\$115,015.00
MYRTLE BEACH	2713Z3E1M	Transp Alt Prog >200K Myrtle B. FAST EXT	\$24,005.00		\$24,005.00		\$24,005.00
			\$255,121.00	\$48,365.00	\$303,486.00	\$95,741.00	\$207,745.00
MYRTLE BEACH	2719Y601M	Total Transportation Alternatives CARBON REDUCT >200K IIJA - Myrtle Beach	\$0.00	\$91,746.00	\$91,746.00	\$91,746.00	\$0.00
			\$0.00	\$91,746.00	\$91,746.00	\$91,746.00	\$0.00
MYRTLE BEACH		Total Surface Transportation Block Grant	\$2,270,737.00	\$1,967,655.00	\$4,238,392.00	\$424,631.00	\$3,813,761.00
		Total All Funding Sources					

Staff and Contact Information

The Grand Strand Area Transportation Study



GSATS

1230 Highmarket Street

Georgetown, SC

www.GSATS.org

843.436.6130

- **Staff Contacts**

- Mark Hoeweler, AICP, ITE (MPO Director)

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- Elizabeth Tucker, AICP (Transportation Program Manager)

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BOARD OF ALDERMEN AGENDA ITEM SUMMARY

DATE: August 16, 2023

DEPARTMENT: City Manager

PRESENTED BY: Bob Jarvis, Engineer and Bonnie Therrien, City Manager

ITEM SPONSORED BY: City Manager

ITEM/TOPIC: Capital Improvement Program

COST: N/A

BUDGET LINE ITEM: N/A

JUSTIFICATION: The City of Southport has not had a long-range Capital Improvement Program so one of the first things I asked Bob Jarvis, one of our part time Engineers, was to develop such a plan to include projects Department Heads are aware of over the next six years. This will identify projects over \$50,000 in estimated price and have a summary description, estimate of cost, method of financing and a schedule of implementation. Certainly, this is a fluid document that can change from year to year, but it gives the Board and the public a document that will help us better plan for our budgets and long-term financing needs. Mr. Jarvis and I have had countless meetings with the Department Heads to make sure all projects/capital needs are listed, and pricing seems on target. We would now like to review this proposed document with you and hear your feedback as to what you wish to see in this year-to-year detailed report. Having such a report also helps us with receiving grant funding and when we have to request funding through the Local Government Commission or if we need to obtain a bond rating.

IMPACT IF NOT APPROVED: We will continue our current method of capital planning which goes year to year with no planned outlook.

DEPARTMENT HEAD COMMENTS: Not applicable

CITY MANAGER COMMENTS: This is a tremendous planning tool for the Department Heads, Elected and Appointed Official as well as the Public to understand our current and long term capital needs and help us with financial planning.

ATTACHMENTS: FY2024-2029 City of Southport Capital Improvement Program

REQUESTED ACTION: Discussion only

PROPOSED MOTION: None needed at this time.

CITY OF SOUTHPORT

Capital Improvement Program

FY 2024 - 2029



Capital Improvement Program

Introduction

The Capital Improvement Program

The Capital Improvement Program (CIP) is a multi-year plan used to coordinate the financing and timing of major public improvements for the city government. It contains a comprehensive list of capital projects for the city within the next six years and reflects the recommendations of citizens, boards, commissions, and city staff from throughout the organization. For each project, the CIP presents a summary description, estimate of cost, method of financing and a schedule of implementation. The intent of the FY24 - FY29 program is to make steady progress in preserving the capital assets of the city.

Capital Assets and Capital Projects

A capital asset is a new or rehabilitated physical asset that has a useful life of more than five years and is of significant value. Capital projects are undertaken to acquire or extend the useful life of capital assets. As one-time projects, they are differentiated from ordinary repairs or maintenance of a recurring nature. Examples of capital projects include land acquisitions, the construction of, or major improvements to public buildings, recreation areas, roads and utilities, and the acquisition of large equipment such as fire trucks. Equipment purchases, however, are not typically considered capital projects unless they are for new facilities or major investments that cost more than \$100,000.

Asset Management in the CIP

As the city's infrastructure ages, the cost of replacing those assets continues to increase, and financial resources become more constrained, the city must analyze how to best meet the major maintenance and replacement needs. City staff is tracking many assets' (for example, buildings, parks, water, sewer, roads and sidewalks) lifespans, replacement costs and current conditions. In some cases, this assessment involves identifying the condition of numerous contributing components, such as playground equipment, HVAC systems, sports courts, roofs, facades, or other systems. After completing this inventory, city staff assesses whether the work proposed in the CIP adequately addresses the annual repair and replacement needs for each asset.

The Need for a CIP

The CIP provides a means for both coordinating and prioritizing the capital project requests of various departments and agencies. The process of building the CIP requires careful consideration of proposed projects in a more comprehensive context than if projects were to be submitted and evaluated on an ad-hoc basis. In addition to mitigating wasteful overlap, duplication and delay, the prioritization process

Capital Improvement Program

ensures that the most important and urgent projects are completed first. The information that the CIP provides regarding the short- and long-term financial impacts of undertaking capital projects enables policy makers to balance city priorities with its financial capacity to pay for desired projects.

Financial Benefits of Capital Planning

When a city seeks to borrow funds, investors and bond rating agencies place a substantial emphasis on capital planning. An organization that goes through a capital planning process is less likely to undertake a series of projects that is beyond its financial capacity. By anticipating capital projects and mapping out a means for financing them, the city is providing assurance to investors that it will be able to pay back its debt. A Capital Plan is also required by the Government Standards Board if you are going to receive their Certificate of Award for the Yearly Budget Document.

Development of the CIP

The CIP process will begin in earnest at the beginning of the budget process. Listed below is an outline of the steps that are suggested for preparing the Capital Improvements Program.

<u>December, 2023</u>	Letter distributed to city staff and Boards & Commissions inviting suggestions for capital projects.
<u>January, 2024</u>	Detailed project descriptions submitted. Staff CIP Task team prioritizes projects based on project criteria.
<u>February, 2024</u>	City Manager compiles projects and conducts financial analysis.
<u>March, 2024</u>	City Manager submits draft 6-year CIP to a Capital Improvements Committee for review. The Capital Improvements Committee advises the City Manager on CIP years 2 through 6.
<u>April, 2024</u>	City Manager submits final draft of CIP to City's Planning and Zoning Commission for review. City Manager delivers CIP to Board of Aldermen for review and adoption. Year one of the CIP is incorporated into the annual operating budget.

Capital Improvement Program

The Dynamic Nature of the CIP

The CIP encompasses a six-year period, scheduling the most important, urgent projects in the earliest years. Once the CIP is finalized, Year One of the plan is used as a basis for the capital projects portion of the annual operating budget. Once funding has been authorized, either through adoption of the annual budget or through a bond ordinance, the projects can begin and are removed from the subsequent CIP.

By and large, each of the remaining projects (which are still unfunded) will move up by one year in the plan. However, because circumstances can change, financial constraints or opportunities can emerge, and priorities can shift, the schedule for unfunded projects needs to be revised each year. Projects may be moved up, moved back, or even eliminated from the plan. This is especially true for projects in the final years of the plan. This constant review ensures that the CIP maintains its flexibility and can be adjusted to align with a changing environment while still providing community leaders and city officials with a clear view of what lies ahead.

Statistics and Financial Information

In addition to prioritizing proposed capital projects by assessing their respective importance and urgency, the process of preparing the CIP also demands that these projects be evaluated within the city's overall demographic and financial context. Demographic factors provide insight into future demands on the city's infrastructure while financial indicators illustrate the city's capacity to finance desired projects.

While some trends will provide an indication as to what kinds of projects should be undertaken, others may reveal a need for more detailed information. Therefore, the CIP may, at times, include projects that involve information gathering and assessment on such things as the condition of city buildings, roads and traffic patterns. These analyses are necessary to achieve a responsible balance between wants, needs and limited resources.

Capital Improvement Program

Project Name	Estimated Project Cost	General Fund	New Bonding Authorization	State & Federal Funds	Funding Allocated to Date	Other Sources	COMMENTS
FY 2024							
Second Electrical Point of Delivery	1,750,000					1,750,000	¹ Includes \$500k for land acquisition
Overhead to Underground Electric Conversion	1,600,000					1,600,000	¹
Pole Replacement	60,000					60,000	¹
Sectionalization/Mitigation	80,000					80,000	¹
Comprehensive Land Use Master Plan	100,000	100,000					
City Pier Cross Bracing Replacement	87,000			87,000	25,000		
Kingsley Pier	216,000					216,000	²
Southport Kayak Launch	188,000	13,000		150,000	38,000	25,000	³ 3 sources, Marina, City, DEQ.
Southport Waterfront Shoreline Stabilization	250,000	250,000					Total project design and construction costs unknown. Assuming design cost in FY24.
Old Yacht Basin Dredging	2,500,000	500,000		2,000,000			Total project cost unknown. Expect state/federal funding source.
Parks & Recreation Land Acquisition	75,000	75,000					
City Building Assessment	150,000	150,000					
Dump Truck	140,000			140,000			Powell Bill
Stormwater Planning	500,000	250,000		250,000			Golden Leaf & DEQ Stormwater Planning
Water Meters	350,000					350,000	⁴
SCADA System Upgrade and Security	140,000					140,000	⁴
Lift Station Improvements	200,000					200,000	⁴
Lift Station Generator	110,000					110,000	⁴
GRAND TOTAL FY 2024	8,496,000	1,338,000	-	2,627,000	63,000	4,531,000	\$0 - Amount remaining to be funded

¹ Electrical Fund

² FEMA Reimbursement

³ Marina

⁴ Water/Sewer Fund

⁵ ARPA Grant

Capital Improvement Program

Project Name	Estimated Project Cost	General Fund	New Bonding Authorization	State & Federal Funds	Funding Allocated to Date	Other Sources	COMMENTS
FY 2025							
Second Electrical Point of Delivery	1,300,000					1,300,000	¹
Overhead to Underground Electric Conversion	600,000					600,000	¹
Pole Replacement	60,000					60,000	¹
Sectionalization/Mitigation	80,000					80,000	¹
Electric Vehicle (EV) Charging Stations	40,000	20,000				20,000	¹ Matching
Replace Heavy Rescue/Service Vehicle	1,200,000					1,200,000	²
Replace Ambulance 397	350,000	350,000					
New Police Station	480,000	480,000					Design cost is estimated. Funding source is assumed.
City Hall Renovations	300,000	300,000					Design cost is estimated. Funding source is assumed.
Southport Waterfront Shoreline Stabilization	5,000,000			5,000,000			Total project const.cost estimated. Expect state/federal funding source.
Inclusive Playground - Taylor Field Park	1,000,000	375,000		600,000	10,000	25,000	³ Total project cost unknown. Funding source and amount are estimates.
Caviness Park	78,000	78,000					
Southport Parks and Recreation Center/Athletic Complex	100,000	100,000					Multi-year - Est. \$6.5M total
Parks & Recreation Land Acquisition	75,000	75,000					
City Building Repairs	50,000	50,000					Based on 2024 Bldg. Assessment
Stormwater Improvements	50,000	50,000					
Water Meters	250,000					250,000	⁴
Lift Station Generator	110,000					110,000	⁴
Lift Station Improvements	2,600,000					2,600,000	⁴
Secondary Force Main	3,000,000					3,000,000	⁴
Water Valve Insert	25,000					25,000	⁴
GRAND TOTAL FY 2025	16,748,000	1,878,000	-	5,600,000	10,000	9,270,000	\$0 - Amount remaining to be funded

¹ Electrical Fund

² Fire Fees

³ Fundraisers' contribution

⁴ Water/Sewer Fund

Capital Improvement Program

Project Name	Estimated Project Cost	General Fund	New Bonding Authorization	State & Federal Funds	Funding Allocated to Date	Other Sources	COMMENTS
FY 2026							
Overhead to Underground Electric Conversion	1,500,000					1,500,000	¹
Pole Replacement	60,000					60,000	¹
Sectionalization/Mitigation	80,000					80,000	¹
New Police Station	6,818,800		6,818,800				Construction cost is estimated. Funding source is assumed.
City Hall Station Renovations	3,695,450		3,695,450				Construction cost is estimated. Funding source is assumed.
Tennis Court Replacement - LWP and Ft. Johnston	130,000	130,000					
Southport Parks and Recreation Center/Athletic Complex	550,000	550,000			100,000		Multi-year - Est. \$6.5M total
Taylor Field Boardwalk	250,000					250,000	²
City Dock	250,000					250,000	³
Parks & Recreation Land Acquisition	75,000	75,000					
City Building Repairs	75,000	75,000					
Dump Truck	140,000			140,000			Powell Bill
Stormwater Improvements	75,000	75,000					
Street Resurfacing	250,000	125,000		125,000			Powell Bill/Matching
Water Meters	250,000					250,000	⁴
Lift Station Generator	110,000					110,000	⁴
Water Valve Insert	25,000					25,000	⁴
Lead Service Upgrade	6,000,000			6,000,000			Assumed Grant
GRAND TOTAL FY 2026	20,334,250	1,030,000	10,514,250	6,265,000	100,000	2,525,000	\$0 - Amount remaining to be funded

¹ Electrical Fund

² EEG Grant Reimbursement

³ FEMA Reimbursement

⁴ Water/Sewer Fund

Capital Improvement Program

Project Name	Estimated Project Cost	General Fund	New Bonding Authorization	State & Federal Funds	Funding Allocated to Date	Other Sources	COMMENTS
FY 2027							
Overhead to Underground Electric Conversion	1,500,000					1,500,000	¹
Southport Parks and Recreation Center/Athletic Complex	550,000	550,000			650,000		Multi-year - Est. \$6.5M total
Historic Riverwalk Saltmarsh Boardwalk Improvements	100,000	100,000					
Parks & Recreation Land Acquisition	75,000	75,000					
Franklin Square Park	200,000	100,000		100,000			Matching Grant
Replace Engine 374	674,920					674,920	³
City Building Repairs	75,000	75,000					
Stormwater Improvements	75,000	75,000					
Street Resurfacing	250,000	125,000		125,000			Powell Bill/Matching
Water Meters	250,000					250,000	²
Lift Station Generator	110,000					110,000	²
GRAND TOTAL FY 2027	3,859,920	1,100,000	-	225,000	650,000	2,534,920	\$0 - Amount remaining to be funded

¹ Electrical Fund

² Water/Sewer Fund

³ Fire Fees

Capital Improvement Program

Project Name	Estimated Project Cost	General Fund	New Bonding Authorization	State & Federal Funds	Funding Allocated to Date	Other Sources	COMMENTS
FY 2028							
Overhead to Underground Electric Conversion	1,500,000					1,500,000	¹
Southport Parks and Recreation Center/Athletic Complex	2,050,000		2,050,000		1,200,000		Multi-year - Est. \$6.3M total
Parks & Recreation Land Acquisition	75,000	75,000					
City Building Repairs	100,000	100,000					
Stormwater Improvements	100,000	100,000					
Street Resurfacing	200,000	100,000		100,000			Powell Bill/Matching
Water Meters	250,000					250,000	³
Lift Station Generator	110,000					110,000	³
GRAND TOTAL FY 2028	4,385,000	375,000	2,050,000	100,000	1,200,000	1,860,000	\$0 - Amount remaining to be funded

¹ Electrical Fund

² Fire Fees

³ Water/Sewer Fund

Capital Improvement Program

Project Name	Estimated Project Cost	General Fund	New Bonding Authorization	State & Federal Funds	Funding Allocated to Date	Other Sources	COMMENTS
FY 2029							
Overhead to Underground Electric Conversion	5,000,000					5,000,000	¹
Replace Ladder 362	1,518,380					1,518,380	²
Southport Parks and Recreation Center/Athletic Complex	3,050,000		3,050,000		3,250,000		Multi-year - Est. \$6.3M total
Parks & Recreation Land Acquisition	75,000	75,000					
City Building Repairs	100,000	100,000					
Stormwater Improvements	100,000	100,000					
Street Resurfacing	150,000			150,000			Powell Bill/Matching
Water Meters	250,000					250,000	³
Lift Station Generator	110,000					110,000	³
GRAND TOTAL FY 2029	10,353,380	275,000	3,050,000	150,000	3,250,000	6,878,380	\$0 - Amount remaining to be funded

¹ Electrical Fund

² Fire Fees

³ Water/Sewer Fund

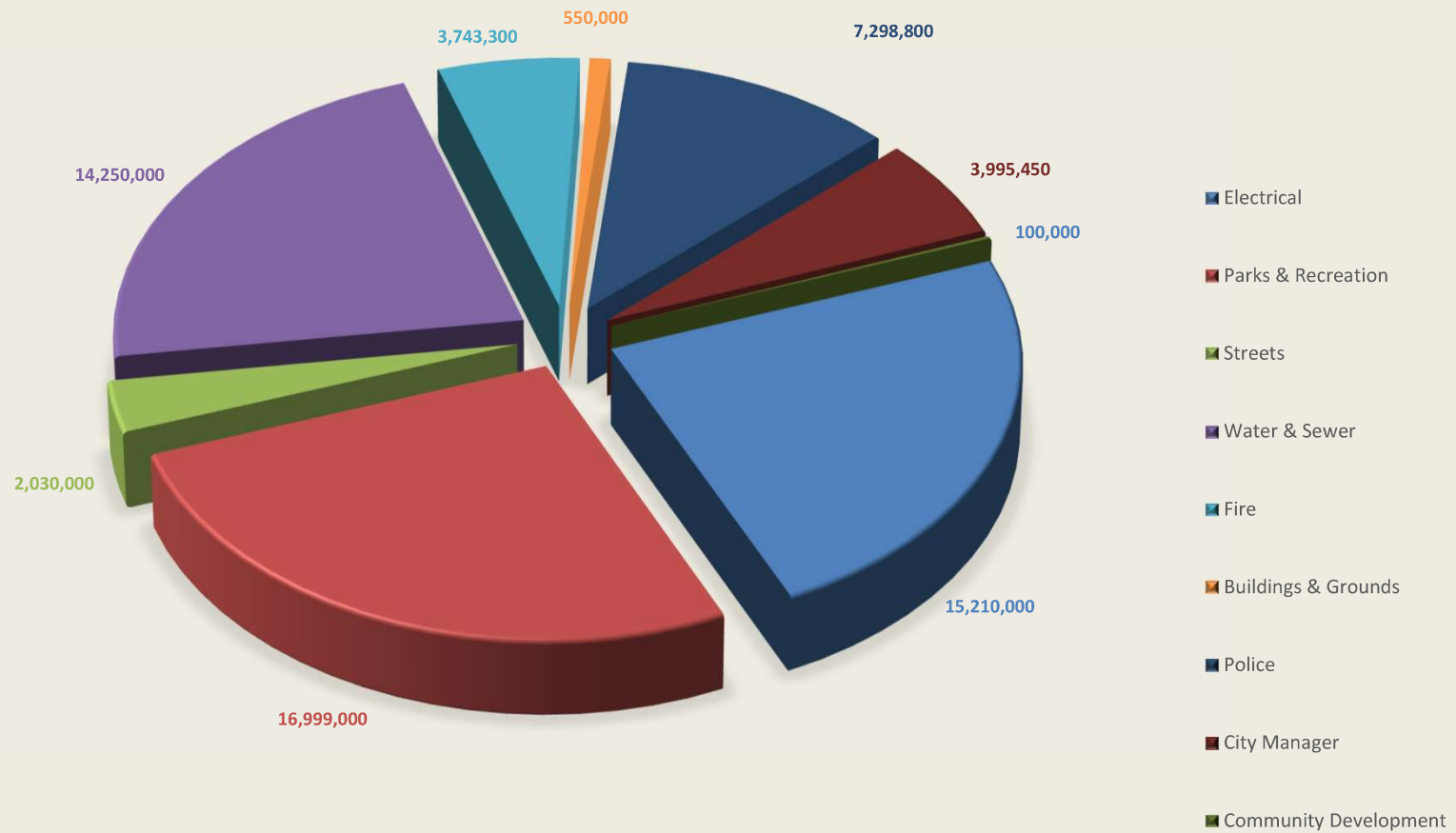
Total CIP Program	64,176,550	5,996,000	15,614,250	14,967,000	5,273,000	27,599,300	\$0 - Amount remaining to be funded
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	Project Name	Estimated Project Cost	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
	FY 2024 - FY 2029							
EL	Second Electrical Point of Delivery	3,050,000	1,750,000	1,300,000				
EL	Overhead to Underground Electric Conversion	11,700,000	1,600,000	600,000	1,500,000	1,500,000	1,500,000	5,000,000
EL	Pole Replacement	180,000	60,000	60,000	60,000			
EL	Sectionalization/Mitigation	240,000	80,000	80,000	80,000			
EL	Electric Vehicle (EV) Charging Stations	40,000		40,000				
	Electrical Sub-Total	15,210,000	3,490,000	2,080,000	1,640,000	1,500,000	1,500,000	5,000,000
P&R	City Pier Cross Bracing Replacement	87,000	87,000					
P&R	Kingsley Pier	216,000	216,000					
P&R	Southport Kayak Launch	188,000	188,000					
P&R	Southport Waterfront Shoreline Stabilization	5,250,000	250,000	5,000,000				
P&R	Old Yacht Basin Dredging	2,500,000	2,500,000					
P&R	Inclusive Playground - Taylor Field Park	1,000,000		1,000,000				
P&R	Caviness Park	78,000		78,000				
P&R	Southport Parks and Recreation Center/Athletic Complex	6,300,000		100,000	550,000	550,000	2,050,000	3,050,000
P&R	Tennis Court Replacement - LWP and Ft. Johnston	130,000			130,000			
P&R	Taylor Field Boardwalk	250,000			250,000			
P&R	City Dock	250,000			250,000			
P&R	Historic Riverwalk Saltmarsh Boardwalk Improvements	100,000				100,000		
P&R	Franklin Square Park	200,000				200,000		
P&R	Parks & Recreation Land Acquisition	450,000	75,000	75,000	75,000	75,000	75,000	75,000
	Parks & Recreation Sub-Total	16,999,000	3,316,000	6,253,000	1,255,000	925,000	2,125,000	3,125,000
S	Dump Truck	280,000	140,000		140,000			
S	Stormwater Planning	500,000	500,000					
S	Stormwater Improvements	400,000		50,000	75,000	75,000	100,000	100,000
S	Street Resurfacing	850,000			250,000	250,000	200,000	150,000
	Streets Sub-Total	2,030,000	640,000	50,000	465,000	325,000	300,000	250,000

Project Name		Estimated Project Cost	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
FY 2024 - FY 2029								
W&S	Water Meters	1,600,000	350,000	250,000	250,000	250,000	250,000	250,000
W&S	SCADA System Upgrade and Security	140,000	140,000					
W&S	Lift Station Generator	660,000	110,000	110,000	110,000	110,000	110,000	110,000
W&S	Water Valve Insert	50,000		25,000	25,000			
W&S	Lead Service Replacement	6,000,000			6,000,000			
W&S	Secondary Force Main	3,000,000		3,000,000				
W&S	Lift Station Improvements	2,800,000	200,000	2,600,000				
Water & Sewer Sub-Total		14,250,000	800,000	5,985,000	6,385,000	360,000	360,000	360,000
F	Replace Heavy Rescue/Service Vehicle	1,200,000		1,200,000				
F	Replace Ambulance 397	350,000		350,000				
F	Replace Engine 374	674,920				674,920		
F	Replace Ladder 362	1,518,380						1,518,380
Fire Sub-Total		3,743,300	0	1,550,000	0	674,920	0	1,518,380
B&G	City Building Assessment	150,000	150,000					
B&G	City Building Repairs	400,000		50,000	75,000	75,000	100,000	100,000
Buildings & Grounds Sub-Total		550,000	150,000	50,000	75,000	75,000	100,000	100,000
CD	Comprehensive Land Use Master Plan	100,000	100,000					
Community Development Sub-Total		100,000	100,000	0	0	0	0	0
PD	New Police Station	7,298,800	-	480,000	6,818,800			
Police Sub-Total		7,298,800	0	480,000	6,818,800	0	0	0
CMO	City Hall Renovations	3,995,450	-	300,000	3,695,450			
City Manager's Office Sub-Total		3,995,450	0	300,000	3,695,450	0	0	0

	6-Yr Total	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Electrical	15,210,000	3,490,000	2,080,000	1,640,000	1,500,000	1,500,000	5,000,000
Parks & Recreation	16,999,000	3,316,000	6,253,000	1,255,000	925,000	2,125,000	3,125,000
Streets	2,030,000	640,000	50,000	465,000	325,000	300,000	250,000
Water & Sewer	14,250,000	800,000	5,985,000	6,385,000	360,000	360,000	360,000
Fire	3,743,300	-	1,550,000	-	674,920	-	1,518,380
Buildings & Grounds	550,000	150,000	50,000	75,000	75,000	100,000	100,000
Police	7,298,800	-	480,000	6,818,800	-	-	-
Community Development	100,000	100,000					
City Manager	3,995,450	-	300,000	3,695,450	-	-	-
FY Total	64,176,550	8,496,000	16,748,000	20,334,250	3,859,920	4,385,000	10,353,380

FY 2024 - FY 2029
PROJECTS BY CATEGORY



PROJECT DETAIL

Project Title: Comprehensive Land Use Master Plan									
Department: Community Services									
Description and Purpose:									
A Comprehensive Land Use Master Plan is a tool for guiding the future of a community. Its purpose is to establish a common vision for the community's future and provide strategies to guide conservation and development towards attaining that vision. In addition to guiding the land use planning of Southport, this Plan is intended to address the social and economic development of the community as well.									
RECOMMENDED FINANCING									
	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Six Year Total
A. Planning and Engineering	1	100,000	100,000	-	-	-	-	-	100,000
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction		-	-	-	-	-	-	-	-
D. Equipment					-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding		-	-	-	-	-	-	-	-
H. Contingency		-	-	-	-	-	-	-	-
TOTAL	1	100,000	100,000	-	-	-	-	-	100,000
I. Annual Maintenance & Repair									
(1) General Fund		(3) Private Funding		(5) Other Funding					
(2) Municipal Bonds		(4) State/Federal Aid							

PROJECT DETAIL

Project Title: Second Electrical Point of Delivery									
Department: Electrical Department									
Description and Purpose:									
This project will construct an additional point of delivery for the City's electrical system. The current, single point of delivery is no longer sufficient to address future development. The improvements will also create some measure of redundancy within the system. The project also includes the purchase of land, to serve as the site of the 2nd POD.									
RECOMMENDED FINANCING									
	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Six Year Total
A. Planning and Engineering		-			-	-	-	-	-
B. Land and Right of Way	5	500,000	500,000	-	-	-	-	-	500,000
C. Construction	5	2,550,000	1,250,000	1,300,000	-	-	-	-	2,550,000
D. Equipment		-	-	-	-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding		-	-	-	-	-	-	-	-
H. Contingency					-	-	-	-	-
TOTAL		3,050,000	1,750,000	1,300,000	-	-	-	-	3,050,000
I. Annual Maintenance & Repair									
(1) General Fund		(3) Private Funding		(5) Other Funding					
(2) Municipal Bonds		(4) State/Federal Aid							

PROJECT DETAIL

Project Title: Overhead to Underground Electric Conversion	
Department: Electrical Department	
Description and Purpose:	
A Multi-year project to continue the relocation of overhead electrical lines to a more resilient, underground location.	

RECOMMENDED FINANCING									
	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Six Year Total
A. Planning and Engineering		-	-	-	-	-	-	-	-
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction	5	1,600,000	1,600,000	600,000	1,500,000	1,500,000	1,500,000	5,000,000	11,700,000
D. Equipment		-	-	-	-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding		-	-	-	-	-	-	-	-
H. Contingency		-	-	-	-	-	-	-	-
TOTAL		1,600,000	1,600,000	600,000	1,500,000	1,500,000	1,500,000	5,000,000	11,700,000
I. Annual Maintenance & Repair									
(1) General Fund	(3) Private Funding		(5) Other Funding						
(2) Municipal Bonds	(4) State/Federal Aid								

PROJECT DETAIL

Project Title: Utility Pole Replacement									
Department: Electrical Department									
Description and Purpose:									
This project will replace approximately 120 deteriorated utility poles with new poles.									
RECOMMENDED FINANCING									
	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Six Year Total
A. Planning and Engineering		-	-	-	-	-	-	-	-
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction	5	60,000	60,000	60,000	60,000	-	-	-	180,000
D. Equipment		-	-	-	-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding		-	-	-	-	-	-	-	-
H. Contingency				-	-	-	-	-	-
TOTAL		60,000	60,000	60,000	60,000	-	-	-	180,000
I. Annual Maintenance & Repair									
(1) General Fund		(3) Private Funding		(5) Other Funding					
(2) Municipal Bonds		(4) State/Federal Aid							

PROJECT DETAIL

Project Title: Sectionalization/Mitigation									
Department: Electrical Department									
Description and Purpose:									
Under this project fuses will be upgraded and reclosers installed. This will create smaller neighborhood networks within the electric system. Smaller networks will mitigate the impact of power outages by reducing the scale of power loss and preventing more widespread outages.									
RECOMMENDED FINANCING									
	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Six Year Total
A. Planning and Engineering		-	-	-	-	-	-	-	-
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction	5	80,000	80,000	80,000	80,000	-	-	-	240,000
D. Equipment		-	-	-	-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding		-		-	-	-	-	-	-
H. Contingency				-	-	-	-	-	-
TOTAL		80,000	80,000	80,000	80,000	-	-	-	240,000
I. Annual Maintenance & Repair									
(1) General Fund		(3) Private Funding		(5) Other Funding					
(2) Municipal Bonds		(4) State/Federal Aid							

PROJECT DETAIL

Project Title: Electric Vehicle (EV) Charging Stations									
Department: Electrical Department									
Description and Purpose:									
The installation of EV chargers will accommodate the growing number of EV drivers' needs, stimulate municipal economic development, and provide for a new revenue stream. It is intended that Southport will purchase/own the proposed EV supply equipment (EVSE), set charge rates, retain the net revenue from charging usage, and pay all electric service fees. A third-party vendor will be retained to provide the EVSE, the EVSE Network Management System, warranty, and maintenance services.									
RECOMMENDED FINANCING									
	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Six Year Total
A. Planning and Engineering		-	-	-	-	-	-	-	-
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction	5	40,000		40,000		-		-	40,000
D. Equipment		-	-	-	-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding		-		-	-	-	-	-	-
H. Contingency				-	-	-	-	-	-
TOTAL		40,000	-	40,000	-	-	-	-	40,000
I. Annual Maintenance & Repair									
(1) General Fund		(3) Private Funding		(5) Other Funding					
(2) Municipal Bonds		(4) State/Federal Aid							

PROJECT DETAIL

Project Title: Replace Heavy Rescue/Service Vehicle									
Department: Fire Department									
Description and Purpose:									
The current vehicle was purchased in 2003. The NFPA recommends replacement of emergency vehicles on a 20-year cycle. This vehicle will be planned out through FY23/24 by a committee comprised of FD staff. Bidding anticipated in FY24/25.									
RECOMMENDED FINANCING									
	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Six Year Total
A. Planning and Engineering		-	-	-	-	-	-	-	-
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction		-	-	-	-	-	-	-	-
D. Equipment	5	1,200,000	-	1,200,000	-	-	-	-	1,200,000
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding		-	-	-	-	-	-	-	-
H. Contingency	5	-	-	-	-	-	-	-	-
TOTAL		1,200,000	-	1,200,000	-	-	-	-	1,200,000
I. Annual Maintenance & Repair									
(1) General Fund		(3) Private Funding		(5) Other Funding					
(2) Municipal Bonds		(4) State/Federal Aid							

PROJECT DETAIL

Project Title: Replace Ambulance 397									
Department: Fire Department									
Description and Purpose:									
The current ambulance is again and has several service problems. The ambulance has previously responded to service calls prior to purchase of 2 other ambulances. The vehicles has over 100k miles and is not in service regularly.									
RECOMMENDED FINANCING									
	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Six Year Total
A. Planning and Engineering		-	-	-	-	-	-	-	-
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction		-	-	-	-	-	-	-	-
D. Equipment	1	350,000		350,000	-	-	-	-	350,000
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding		-	-	-	-	-	-	-	-
H. Contingency	1	-	-	-	-	-	-	-	-
TOTAL		350,000	-	350,000	-	-	-	-	350,000
I. Annual Maintenance & Repair									
(1) General Fund		(3) Private Funding		(5) Other Funding					
(2) Municipal Bonds		(4) State/Federal Aid							

PROJECT DETAIL

Project Title: Replace Engine 374									
Department: Fire Department									
Description and Purpose:									
Engine 374 is scheduled for replacement in FY27/28. The current system calls for replacement after 20 years in service. Age, mileage and service history contribute to the need for replacement									
RECOMMENDED FINANCING									
	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Six Year Total
A. Planning and Engineering		-	-	-	-	-	-	-	-
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction		-	-	-	-	-	-	-	-
D. Equipment	5	600,000	-	-	-	674,920	-	-	674,920
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding		-	-	-	-	-	-	-	-
H. Contingency	5	-	-	-	-	-	-	-	-
TOTAL		600,000	-	-	-	674,920	-	-	674,920
I. Annual Maintenance & Repair									
(1) General Fund		(3) Private Funding		(5) Other Funding					
(2) Municipal Bonds		(4) State/Federal Aid							

PROJECT DETAIL

Project Title: Replace Ladder 362									
Department: Fire Department									
Description and Purpose:									
Ladder 362 was purchased in 1986. It was refurbished in 2015 to allow it to remain in service. The vehicle will be 42 years old in the designated replacement year. Replacement parts are difficult to obtain and there are service issues with ladder certification.									
RECOMMENDED FINANCING									
	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Six Year Total
A. Planning and Engineering		-	-	-	-	-	-	-	-
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction		-	-	-	-	-	-	-	-
D. Equipment		1,200,000	-	-	-	-	-	1,518,380	1,518,380
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding		-	-	-	-	-	-	-	-
H. Contingency		-	-	-	-	-	-	-	-
TOTAL		1,200,000	-	-	-	-	-	1,518,380	1,518,380
I. Annual Maintenance & Repair									
(1) General Fund		(3) Private Funding		(5) Other Funding					
(2) Municipal Bonds		(4) State/Federal Aid							

PROJECT DETAIL

Project Title: City Pier Cross Bracing Replacement									
Department: Parks & Recreation									
Description and Purpose:									
The City Pier is located at Waterfront Park on Bay Street. Most of the cross-bracing has been damaged or lost during recent hurricanes and is in need of repair/replacement. Repairs will also mitigate the effects of constant wave action the pier is subjected to. Of the total current, estimated cost of \$87,000, \$25,000 has been allocated to the project to date									
RECOMMENDED FINANCING									
	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Six Year Total
A. Planning and Engineering		-	-	-	-	-	-	-	-
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction	1, 5	87,000	87,000	-	-	-	-	-	87,000
D. Equipment		-	-	-	-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding				-	-	-	-	-	-
H. Contingency		-	-	-	-	-	-	-	-
TOTAL		87,000	87,000	-	-	-	-	-	87,000
I. Annual Maintenance & Repair									
(1) General Fund		(3) Private Funding		(5) Other Funding					
(2) Municipal Bonds		(4) State/Federal Aid							

PROJECT DETAIL

Project Title: Kingsley Pier Rehabilitation									
Department: Parks & Recreation									
Description and Purpose:									
Kingsley Pier is located in Kingsley Park, near the intersection of E. Bay St. and S. Kingsley St. The pier was damaged during Hurricane Isaias and Hurricane Dorian. The damage to the pier was significant and has rendered the pier unsafe and unusable. The pier requires repair/reconstruction in order to be opened to the public.									
RECOMMENDED FINANCING									
	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Six Year Total
A. Planning and Engineering		-	-	-	-	-	-	-	-
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction	4	216,000	216,000	-	-	-	-	-	216,000
D. Equipment		-	-	-	-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding				-	-	-	-	-	-
H. Contingency				-	-	-	-	-	-
TOTAL		216,000	216,000	-	-	-	-	-	216,000
I. Annual Maintenance & Repair									
(1) General Fund		(3) Private Funding		(5) Other Funding					
(2) Municipal Bonds		(4) State/Federal Aid							

PROJECT DETAIL

Project Title: Southport Kayak Launch									
Department: Parks & Recreation									
Description and Purpose:									
The site is located at 901 W. West Street, on property of Morningstar Marinas. The kayak launch will be situated in an easement on Marina property, given to the City. Of the total current, estimated cost of \$188,000, \$38,000 has been allocated to the project to date from various sources.									
RECOMMENDED FINANCING									
	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Six Year Total
A. Planning and Engineering		-	-	-	-	-	-	-	-
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction	5,4	188,000	188,000	-	-	-	-	-	188,000
D. Equipment		-	-	-	-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding				-	-	-	-	-	-
H. Contingency				-	-	-	-	-	-
TOTAL		188,000	188,000	-	-	-	-	-	188,000
I. Annual Maintenance & Repair									
(1) General Fund		(3) Private Funding		(5) Other Funding					
(2) Municipal Bonds		(4) State/Federal Aid							

PROJECT DETAIL

Project Title: Southport Shoreline Stabilization									
Department: Parks & Recreation									
Description and Purpose:									
The stabilization project encompasses the area from Bonnets Creek to Yacht Basin Drive. The scope of work includes utilization of approved methods to protect and stabilize the shoreline against erosion. \$5,000,000 has been allocated to the project to date									
RECOMMENDED FINANCING									
	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Six Year Total
A. Planning and Engineering	1	250,000	250,000	-	-	-	-	-	250,000
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction	4	5,000,000		5,000,000	-	-	-	-	5,000,000
D. Equipment		-	-	-	-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding		-		-	-	-	-	-	-
H. Contingency			-	-	-	-	-	-	-
TOTAL		5,250,000	250,000	5,000,000	-	-	-	-	5,250,000
I. Annual Maintenance & Repair									
(1) General Fund		(3) Private Funding		(5) Other Funding					
(2) Municipal Bonds		(4) State/Federal Aid							

PROJECT DETAIL

Project Title: Old Yacht Basin Dredging Project									
Department: Parks & Recreation									
Description and Purpose:									
Work involves dredging the Federally designated turning basin at the Old Yacht Basin. The channel has an active federal permit that allows dredging to 12' up to the edge of the channel with 3H : 1V side slopes beyond the channel. The side slope dredging, which is part of the federal permit, would extend under much of existing docks adjacent to the designated channel. Project limits, estimated cost and permitting will be confirmed/obtained before dredging the federally authorized channel.									
RECOMMENDED FINANCING									
	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Six Year Total
A. Planning and Engineering	1	150,000	150,000	-	-	-	-	-	150,000
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction	1, 4	2,350,000	2,350,000		-	-	-	-	2,350,000
D. Equipment		-	-	-	-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding				-	-	-	-	-	-
H. Contingency			-	-	-	-	-	-	-
TOTAL		2,500,000	2,500,000	-	-	-	-	-	2,500,000
I. Annual Maintenance & Repair									
(1) General Fund		(3) Private Funding		(5) Other Funding					
(2) Municipal Bonds		(4) State/Federal Aid							

PROJECT DETAIL

Project Title: Taylor Field Park Inclusive Playground									
Department: Parks & Recreation									
Description and Purpose:									
Taylor Field, 409 Nash Street, is the intended site for an inclusive playground. Of the total current, estimated cost of \$1,000,000, \$10,000 has been allocated to the project to date.									
RECOMMENDED FINANCING									
	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Six Year Total
A. Planning and Engineering		-	-	-	-	-	-	-	-
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction	1,4,5	1,000,000	-	1,000,000	-	-	-	-	1,000,000
D. Equipment		-	-	-	-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding				-	-	-	-	-	-
H. Contingency			-	-	-	-	-	-	-
TOTAL		1,000,000	-	1,000,000	-	-	-	-	1,000,000
I. Annual Maintenance & Repair									
(1) General Fund		(3) Private Funding		(5) Other Funding					
(2) Municipal Bonds		(4) State/Federal Aid							

PROJECT DETAIL

Project Title: Caviness Park Improvements									
Department: Parks & Recreation									
Description and Purpose:									
Project involves resurfacing and renovating basketball court, installation of shade over the stage, landscaping, installation of WiFi and mulching playground.									
RECOMMENDED FINANCING									
	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Six Year Total
A. Planning and Engineering		-	-	-	-	-	-	-	-
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction	1	78,000	-	78,000	-	-	-	-	78,000
D. Equipment		-	-	-	-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding				-	-	-	-	-	-
H. Contingency			-		-	-	-	-	-
TOTAL		78,000	-	78,000	-	-	-	-	78,000
I. Annual Maintenance & Repair									
(1) General Fund		(3) Private Funding		(5) Other Funding					
(2) Municipal Bonds		(4) State/Federal Aid							

PROJECT DETAIL

Project Title: Southport Parks & Recreation Center/Athletic Complex									
Department: Parks & Recreation									
Description and Purpose:									
Funding for acquisition of property and construction of a new, comprehensive multi-purpose recreation and fitness complex and athletic facility with various types of fitness spaces and athletic fields for youth, teens, adults and seniors. The Stevens Park site, on property located on 9th Street, is the desired location.									
RECOMMENDED FINANCING									
	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Six Year Total
A. Planning and Engineering		-	-	-	-	-	-	-	-
B. Land and Right of Way	1	250,000	-	50,000	50,000	50,000	50,000	50,000	250,000
C. Construction	1,2,5	5,000,000	-	50,000	500,000	500,000	2,000,000	3,000,000	6,050,000
D. Equipment		-	-	-	-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding		-	-	-	-	-	-	-	-
H. Contingency			-	-	-	-	-	-	-
TOTAL		5,250,000	-	100,000	550,000	550,000	2,050,000	3,050,000	6,300,000
I. Annual Maintenance & Repair									
(1) General Fund (2) Municipal Bonds (3) Private Funding (4) State/Federal Aid (5) Other Funding									

PROJECT DETAIL

Project Title: Tennis Court Resurfacing - Lowe White and Fort Johnston									
Department: Parks & Recreation									
Description and Purpose:									
Install new surface and lining of existing tennis courts.									
RECOMMENDED FINANCING									
	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Six Year Total
A. Planning and Engineering		-	-	-	-	-	-	-	-
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction	1	130,000	-	-	130,000	-	-	-	130,000
D. Equipment		-	-	-	-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding									-
H. Contingency									-
TOTAL		130,000	-	-	130,000	-	-	-	130,000
I. Annual Maintenance & Repair									
(1) General Fund		(3) Private Funding		(5) Other Funding					
(2) Municipal Bonds		(4) State/Federal Aid							

PROJECT DETAIL

Project Title: Taylor Field Boardwalk									
Department: Parks & Recreation									
Description and Purpose:									
Construction of Boardwalk at Taylor Field creek, connecting to Lowe White Park.									
RECOMMENDED FINANCING									
	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Six Year Total
A. Planning and Engineering		-	-	-	-	-	-	-	-
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction	4	250,000	-	-	250,000	-	-	-	250,000
D. Equipment		-	-	-	-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding		-	-	-	-	-	-	-	-
H. Contingency			-	-		-	-	-	-
TOTAL		250,000	-	-	250,000	-	-	-	250,000
I. Annual Maintenance & Repair									
(1) General Fund		(3) Private Funding		(5) Other Funding					
(2) Municipal Bonds		(4) State/Federal Aid							

PROJECT DETAIL

Project Title: City Dock									
Department: Parks & Recreation									
Description and Purpose:									
Rebuild 10 Boat Slips that had been destroyed in a recent hurricane, and were previously proposed for reconstruction									
RECOMMENDED FINANCING									
	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Six Year Total
A. Planning and Engineering		-	-	-	-	-	-	-	-
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction	4	250,000	-	-	250,000	-	-	-	250,000
D. Equipment		-	-	-	-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding		-	-	-	-	-	-	-	-
H. Contingency			-	-		-	-	-	-
TOTAL		250,000	-	-	250,000	-	-	-	250,000
I. Annual Maintenance & Repair									
(1) General Fund		(3) Private Funding		(5) Other Funding					
(2) Municipal Bonds		(4) State/Federal Aid							

PROJECT DETAIL

Project Title: Historic Riverwalk Saltmarsh Boardwalk Improvements									
Department: Parks & Recreation									
Description and Purpose:									
Repair/replace boardwalk, gazebo and add cover over benches along boardwalk									
RECOMMENDED FINANCING									
	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Six Year Total
A. Planning and Engineering		-	-	-	-	-	-	-	-
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction	1	100,000	-	-	-	100,000	-	-	100,000
D. Equipment		-	-	-	-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding		-	-	-	-	-	-	-	-
H. Contingency			-	-	-		-	-	-
TOTAL		100,000	-	-	-	100,000	-	-	100,000
I. Annual Maintenance & Repair									
(1) General Fund		(3) Private Funding		(5) Other Funding					
(2) Municipal Bonds		(4) State/Federal Aid							

PROJECT DETAIL

Project Title: Franklin Square Park - Stage Reconstruction									
Department: Parks & Recreation									
Description and Purpose:									
Rebuild stage in Franklin Square Park Of the total current, estimated cost of \$200,000, \$100,000 will be sought in matching grant funding									
RECOMMENDED FINANCING									
	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Six Year Total
A. Planning and Engineering		-	-	-	-	-	-	-	-
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction	1, 4	200,000	-	-	-	200,000	-	-	200,000
D. Equipment		-	-	-	-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding				-	-	-	-	-	-
H. Contingency							-	-	-
TOTAL		200,000	-	-	-	200,000	-	-	200,000
I. Annual Maintenance & Repair									
(1) General Fund		(3) Private Funding		(5) Other Funding					
(2) Municipal Bonds		(4) State/Federal Aid							

PROJECT DETAIL

Project Title: Land Acquisition									
Department: Parks & Recreation									
Description and Purpose:									
Funding for acquisition of property, in accordance with the 2023-2028 Parks, Recreation and Open Space Master Plan. It is advantageous and fortuitous for the City to acquire additional suitable land for parks, recreation and open space purposes. The Master Plan highlights several desirable properties that the City should pursue.									
RECOMMENDED FINANCING									
	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Six Year Total
A. Planning and Engineering		-	-	-	-	-	-	-	-
B. Land and Right of Way	1	450,000	75,000	75,000	75,000	75,000	75,000	75,000	450,000
C. Construction			-						-
D. Equipment		-	-	-	-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding		-		-	-	-	-	-	-
H. Contingency			-	-	-	-	-	-	-
TOTAL		450,000	75,000	75,000	75,000	75,000	75,000	75,000	450,000
I. Annual Maintenance & Repair									
(1) General Fund		(3) Private Funding		(5) Other Funding					
(2) Municipal Bonds		(4) State/Federal Aid							

PROJECT DETAIL

Project Title: Police Station/Town Hall Renovations	
Department: Police Department/City Manager	
Description and Purpose: This Project consists of the design and construction of a new Police Headquarters. The City developed a space needs program indicating the required spaces for the Police Department and city departments currently housed in the City Hall to function for the next 20 years. The design and construction will provide the required square footage for a new police headquarters.	

RECOMMENDED FINANCING									
	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Six Year Total
A. Planning and Engineering	1	480,000	-	480,000	-	-	-	-	480,000
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction	2	6,818,800	-	-	6,818,800	-	-	-	6,818,800
D. Equipment					-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding		-	-	-	-	-	-	-	-
H. Contingency		-	-	-	-	-	-	-	-
TOTAL	1, 2	7,298,800	-	480,000	6,818,800	-	-	-	7,298,800
I. Annual Maintenance & Repair									
(1) General Fund (3) Private Funding (5) Other Funding (2) Municipal Bonds (4) State/Federal Aid									

PROJECT DETAIL

Project Title:	Police Station/Town Hall Renovations
Department:	Police Department/City Manager
Description and Purpose:	This Project consists of the design and construction of renovations to the City Hall. The City developed a space needs program indicating the required spaces for the Police Department and city departments currently housed in the City Hall to function for the next 20 years. The design and construction will provide the required square footage for the renovations to the existing City Hall to accommodate growth and improve customer experience. 

RECOMMENDED FINANCING									
	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Six Year Total
A. Planning and Engineering	1	300,000	-	300,000	-	-	-	-	300,000
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction	2	3,695,450	-	-	3,695,450	-	-	-	3,695,450
D. Equipment					-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding		-	-	-	-	-	-	-	-
H. Contingency		-	-	-	-	-	-	-	-
TOTAL	1, 2	3,995,450	-	300,000	3,695,450	-	-	-	3,995,450
I. Annual Maintenance & Repair									
(1) General Fund (2) Municipal Bonds (3) Private Funding (4) State/Federal Aid (5) Other Funding									

PROJECT DETAIL

Project Title: City Building Assessment									
Department: Streets Department									
Description and Purpose:									
City buildings are aging. This project will commission a study to review the various building systems, determine the condition of those systems and recommend necessary repairs, provide estimated costs, and maintenance activities.									
RECOMMENDED FINANCING									
	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Six Year Total
A. Planning and Engineering	1	150,000	150,000	-	-	-	-	-	150,000
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction		-	-	-	-	-	-	-	-
D. Equipment		-	-	-	-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding		-		-	-	-	-	-	-
H. Contingency				-	-	-	-	-	-
TOTAL		150,000	150,000	-	-	-	-	-	150,000
I. Annual Maintenance & Repair									
(1) General Fund		(3) Private Funding		(5) Other Funding					
(2) Municipal Bonds		(4) State/Federal Aid							

PROJECT DETAIL

Project Title: City Building Repairs									
Department: Streets Department									
Description and Purpose:									
This project will perform prioritized repairs to City buildings, based on the recommendations in the Building Assessment study.									
RECOMMENDED FINANCING									
	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Six Year Total
A. Planning and Engineering		-	-	-	-	-	-	-	-
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction	1	400,000	-	50,000	75,000	75,000	100,000	100,000	400,000
D. Equipment		-	-	-	-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding		-	-	-	-	-	-	-	-
H. Contingency			-	-	-	-	-	-	-
TOTAL		400,000	-	50,000	75,000	75,000	100,000	100,000	400,000
I. Annual Maintenance & Repair									
(1) General Fund		(3) Private Funding		(5) Other Funding					
(2) Municipal Bonds		(4) State/Federal Aid							

PROJECT DETAIL

Project Title: Dump Truck									
Department: Streets Department									
Description and Purpose:									
The project will replace dump trucks that have exceeded their useful life. The trucks requires ongoing repairs to maintain their ability to remain functional.									
RECOMMENDED FINANCING									
	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Six Year Total
A. Planning and Engineering		-	-	-	-	-	-	-	-
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction		-	-	-	-	-	-	-	-
D. Equipment	1, 4	280,000	140,000		140,000	-	-	-	280,000
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding				-	-	-	-	-	-
H. Contingency			-	-	-	-	-	-	-
TOTAL		280,000	140,000	-	140,000	-	-	-	280,000
I. Annual Maintenance & Repair									
(1) General Fund		(3) Private Funding		(5) Other Funding					
(2) Municipal Bonds		(4) State/Federal Aid							

PROJECT DETAIL

Project Title: Stormwater Planning	
Department: Streets Department	
Description and Purpose: The project will entail the survey and mapping of the existing storm water system. The most current mapping of the system dates to the 1980's. The project will also create a model of the system to be used in conjunction with proposed development projects. The modeling will also aid in development of a strategy for stormwater system improvements. Cost estimate/project scope is dependent upon receiving grant and/or General Fund funding	

RECOMMENDED FINANCING									
	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Six Year Total
A. Planning and Engineering	1	500,000	500,000	-	-	-	-	-	500,000
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction		-	-	-	-	-	-	-	-
D. Equipment		-	-	-	-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding				-	-	-	-	-	-
H. Contingency		-	-	-	-	-	-	-	-
TOTAL		500,000	500,000	-	-	-	-	-	500,000
I. Annual Maintenance & Repair									
(1) General Fund (3) Private Funding (5) Other Funding (2) Municipal Bonds (4) State/Federal Aid									

PROJECT DETAIL

Project Title: Stormwater Improvements									
Department: Streets Department									
Description and Purpose:									
The project will encompass repairs and improvements to the City's stormwater system. The repairs/improvements will be completed in accordance with the FY24 Study.									
RECOMMENDED FINANCING									
	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Six Year Total
A. Planning and Engineering		-	-	-	-	-	-	-	-
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction	1	400,000	-	50,000	75,000	75,000	100,000	100,000	400,000
D. Equipment		-	-	-	-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding				-	-	-	-	-	-
H. Contingency			-	-	-	-	-	-	-
TOTAL		400,000	-	50,000	75,000	75,000	100,000	100,000	400,000
I. Annual Maintenance & Repair									
(1) General Fund		(3) Private Funding		(5) Other Funding					
(2) Municipal Bonds		(4) State/Federal Aid							

PROJECT DETAIL

Project Title: Street Resurfacing									
Department: Streets Department									
Description and Purpose:									
The project will resurface the streets where sanitary sewer improvements have been made. It will also address resurfacing of other deteriorated streets within the City.									
RECOMMENDED FINANCING									
	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Six Year Total
A. Planning and Engineering		-	-	-	-	-	-	-	-
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction	1, 4	850,000	-		250,000	250,000	200,000	150,000	850,000
D. Equipment		-	-	-	-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding				-	-	-	-	-	-
H. Contingency			-	-	-	-	-	-	-
TOTAL		850,000	-	-	250,000	250,000	200,000	150,000	850,000
I. Annual Maintenance & Repair									
(1) General Fund		(3) Private Funding		(5) Other Funding					
(2) Municipal Bonds		(4) State/Federal Aid							

PROJECT DETAIL

Project Title: Replace Water Meters									
Department: Water and Sewer Department									
Description and Purpose:									
The water meters in the system are aging. AWWA recommends replacing meters every 10 years. An older water meter reads less water usage than actual, due to wear and tear. The program to replace meters 10% of the meters every 10 years will be initiated with this request.									
RECOMMENDED FINANCING									
	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Six Year Total
A. Planning and Engineering		-	-	-	-	-	-	-	-
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction	5	1,600,000	350,000	250,000	250,000	250,000	250,000	250,000	1,600,000
D. Equipment		-	-	-	-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding		-	-	-	-	-	-	-	-
H. Contingency		-	-	-	-	-	-	-	-
TOTAL		1,600,000	350,000	250,000	250,000	250,000	250,000	250,000	1,600,000
I. Annual Maintenance & Repair									
(1) General Fund		(3) Private Funding		(5) Other Funding					
(2) Municipal Bonds		(4) State/Federal Aid							

PROJECT DETAIL

Project Title: SCADA System Upgrade and Security									
Department: Water and Sewer Department									
Description and Purpose:									
The City's SCADA system is aging and does not run on a secured network. This project will upgrade the system and allow it to operate over a secure network.									
RECOMMENDED FINANCING									
	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Six Year Total
A. Planning and Engineering		-	-	-	-	-	-	-	-
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction	5	140,000	140,000	-	-	-	-	-	140,000
D. Equipment		-	-	-	-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding		-	-	-	-	-	-	-	-
H. Contingency		-	-	-	-	-	-	-	-
TOTAL		140,000	140,000	-	-	-	-	-	140,000
I. Annual Maintenance & Repair									
(1) General Fund		(3) Private Funding		(5) Other Funding					
(2) Municipal Bonds		(4) State/Federal Aid							

PROJECT DETAIL

Project Title: Lift Station Generator									
Department: Water and Sewer Department									
Description and Purpose:									
The back up generators at the City's sanitary sewer lift stations are aging. Several are over 15 years old. They are exceeding their service life and are in need of replacement. This project will initiate the process of replacing the backup generators at the lift stations, at the rate of one per year.									
RECOMMENDED FINANCING									
	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Six Year Total
A. Planning and Engineering		-	-	-	-	-	-	-	-
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction	5	660,000	110,000	110,000	110,000	110,000	110,000	110,000	660,000
D. Equipment		-	-	-	-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding		-	-	-	-	-	-	-	-
H. Contingency		-	-	-	-	-	-	-	-
TOTAL		660,000	110,000	110,000	110,000	110,000	110,000	110,000	660,000
I. Annual Maintenance & Repair									
(1) General Fund		(3) Private Funding		(5) Other Funding					
(2) Municipal Bonds		(4) State/Federal Aid							

PROJECT DETAIL

Project Title: Water Valve Insert									
Department: Water and Sewer Department									
Description and Purpose:									
This project will add additional valving to the City's water system. The additional valves will allow work on the water system to be done more efficiently and impact fewer customers.									
RECOMMENDED FINANCING									
	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Six Year Total
A. Planning and Engineering		-	-	-	-	-	-	-	-
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction	5	-	-	25,000	25,000	-	-	-	50,000
D. Equipment		-	-	-	-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding		-	-	-	-	-	-	-	-
H. Contingency		-	-	-	-	-	-	-	-
TOTAL		-	-	25,000	25,000	-	-	-	50,000
I. Annual Maintenance & Repair									
(1) General Fund		(3) Private Funding		(5) Other Funding					
(2) Municipal Bonds		(4) State/Federal Aid							

PROJECT DETAIL

Project Title: Lead Service Replacement									
Department: Water and Sewer Department									
Description and Purpose:									
This project will replace the lead water service piping in the City's water system, to be in compliance with the Safe Water Drinking Act mandate, should grant funding be available.									
RECOMMENDED FINANCING									
	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Six Year Total
A. Planning and Engineering		-	-	-	-	-	-	-	-
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction	5	6,000,000	-	-	6,000,000	-	-	-	6,000,000
D. Equipment		-	-	-	-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding		-	-	-	-	-	-	-	-
H. Contingency		-	-	-	-	-	-	-	-
TOTAL		6,000,000	-	-	6,000,000	-	-	-	6,000,000
I. Annual Maintenance & Repair									
(1) General Fund		(3) Private Funding		(5) Other Funding					
(2) Municipal Bonds		(4) State/Federal Aid							

PROJECT DETAIL

Project Title: Lift Station Improvements									
Department: Water and Sewer Department									
Description and Purpose:									
Based on a recent pump station and force main study, of the 6 pump stations studied, 3 are in need of improvements. Pump Station improvements at Moore Street, Park Avenue, and 9th Avenue are required.									
RECOMMENDED FINANCING									
	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Six Year Total
A. Planning and Engineering	5	350,000	200,000	150,000		-	-	-	350,000
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction	5	2,450,000		2,450,000					2,450,000
D. Equipment		-	-	-	-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding		-	-	-	-	-	-	-	-
H. Contingency		-	-	-	-	-	-	-	-
TOTAL		2,800,000	200,000	2,600,000	-	-	-	-	2,800,000
I. Annual Maintenance & Repair									
(1) General Fund		(3) Private Funding		(5) Other Funding					
(2) Municipal Bonds		(4) State/Federal Aid							

PROJECT DETAIL

Project Title: Secondary Force Main									
Department: Water and Sewer Department									
Description and Purpose:									
Installation of a secondary sanitary sewer force main from Leonard Street to Sandy Lane, to provide system redundancy.									
RECOMMENDED FINANCING									
	Source of Funds	Estimated Cost in Current Dollars	Estimated Expenditures by Fiscal Year						
			FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	Six Year Total
A. Planning and Engineering	5	150,000		150,000		-	-	-	150,000
B. Land and Right of Way		-	-	-	-	-	-	-	-
C. Construction	5	2,850,000		2,850,000					2,850,000
D. Equipment		-	-	-	-	-	-	-	-
E. Administration		-	-	-	-	-	-	-	-
F. Other Costs		-	-	-	-	-	-	-	-
G. Bonding		-	-	-	-	-	-	-	-
H. Contingency		-	-	-	-	-	-	-	-
TOTAL		3,000,000	-	3,000,000	-	-	-	-	3,000,000
I. Annual Maintenance & Repair									
(1) General Fund		(3) Private Funding		(5) Other Funding					
(2) Municipal Bonds		(4) State/Federal Aid							



BOARD OF ALDERMEN AGENDA ITEM SUMMARY

DATE: September 5, 2023

DEPARTMENT: Parks and Recreation/Police

PRESENTED BY: Heather Hemphill, Parks and Recreation Director and Police Chief Coring

ITEM SPONSORED BY: Parks and Recreation/Police/City Manager

ITEM/TOPIC: Revisions to the Parks and Recreation Ordinance

COST: N/A

BUDGET LINE ITEM: N/A

JUSTIFICATION: As was mentioned at today's Public Forum, the Chief, Major and Parks and Recreation Director worked closely together to review the current Parks and Recreation Ordinance and suggest changes to it that could assist with the issue of people sleeping in the Parks and staying on City Property after closing hours. We would like to review these changes and answer your questions about changes that are being recommended.

IMPACT IF NOT APPROVED: We will continue with implementing our current Ordinance.

DEPARTMENT HEAD COMMENTS: The Director, Chief and Major recommend these changes be adopted for the Ordinance.

CITY MANAGER COMMENTS: These changes are being recommended in response to the concern from Southport residents on people sleeping in Parks and on City property. We will continue to review all of our Ordinances to see if there are any other changes that should be made to assist those in need.

ATTACHMENTS: Draft Ordinance with recommendations for changes.

REQUESTED ACTION: Discussion only

PROPOSED MOTION: None needed at this time.



AN ORDINANCE AMENDING CHAPTER 12 OF THE CITY OF SOUTHPORT CODE OF ORDINANCES AS IT PERTAINS TO CITY PARKS AND FACILITIES

BE IT ORDAINED, by the Board of Aldermen of the City of Southport that Chapter 12 of the Code of Ordinances entitled “Parks and Recreation” is hereby amended to the following:

CHAPTER 12.

ARTICLE I. IN GENERAL

Sec. 12-1. Boats running into and damaging any public wharves, docks or bridges within the city prohibited.

It shall be unlawful for a boat or flat of any description to run into, damage or tear up any of the bridges or public wharves, or approaches to the docks of the city.

(Code 1974, § 7.181)

Sec. 12-2. Use of city pier and dock.

(a) Except in cases of emergency where there is imminent danger to life or property, it shall be unlawful for any person to tie up, dock or moor any ship, boat, or other vessel at the city pier located at the south end of Davis Street or the city dock located at the yacht basin.

(b) Except in cases of emergency wherein there is imminent danger to life or property, it shall be unlawful for any person to block access to the city pier located at the south end of Davis Street or the city dock located at the yacht basin.

(c) The prohibitions contained in subsections (a) and (b) of this section shall not prohibit any lawful lessee of a designated boat slip from tying up, mooring or docking his vessel at his own leased boat slip at the city pier located at the south end of Davis Street or the city dock located at the yacht basin.

(d) A violation of the provisions of this section shall be punishable in accordance with section 1-6.

(Ord. of 10-9-80, § 4)

Sec. 12-3. Mooring of vessels in Southport Yacht Basin restricted.

(a) No person shall allow a boat or other vessel owned by him, registered in his name or under his control to be moored or anchored in the navigable waters of the Southport Yacht Basin for more than thirty (30) days in any forty-five (45) consecutive-day period. Boats moored or anchored for any portion of a day shall be considered to be moored or anchored for that day.

(b) Violation of this section shall be punishable as a misdemeanor in accordance with section 1-6.

(Ord. of 1-10-91(2), § 1)

Secs. 12-4—12-25. Reserved.

ARTICLE II. CAVINESS, FRANKLIN SQUARE, KEZIAH, LOWE WHITE, TAYLOR FIELD, KINGSLEY, ATLANTIC STREET, FORT JOHNSTON, GARRISON LAWN PARKS

Sec. 12-26. Use; hours of operation.

- (a) Franklin Square Park, Keziah Park and Lowe Park, Taylor Field Park, Kingsley Park, Atlantic Street Park, Ft. Johnston Park, Garrison Lawn shall be open to the general public each day between the hours of 6:00 am to dusk.
- ~~(b) A. C. Caviness Park shall be open only between the hours of 8:00 am to 6:00 pm on Monday through Saturday and from 1:00 pm to 6:00 pm on Sunday. Caviness Park is hereby designated as a youth park and is restricted to persons thirteen (13) years of age and younger. Notwithstanding this limitation, a parent, sibling or other person responsible for a youth may accompany said youth while the youth is in the park.~~
- ~~(c) Special events held in Caviness Park shall require a permit to be issued by the chief of police. Application for said permit must be made in writing at least 3 days before the date of said special event.~~

(Ord. of 10-10-85(1), § 5.61; Ord. of 9-14-00(3); Ord. of 6-14-01)

Sec. 12-27. Prohibited activities.

- (a) The following activities are hereby prohibited in Caviness Park, Franklin Square Park, Keziah Park, Lowe Park, Taylor Field Park, Kingsley Park, Atlantic Street Park, Ft. Johnston Park, Garrison Lawn:
 - (1) Consumption of malt beverages and unfortified wine.
 - (2) Bicycle and skateboard riding.
 - (3) Overnight camping. Camping means sleeping, making preparations to sleep (including lying down or the laying down of bedding for the purpose of sleeping), and/or storing personal belongings: the placement of tents, huts, tarps: parking of a motor vehicle, motor home or trailer, or mooring of a vessel or another type of structure for living accommodation purposes. Camping as defined in this section is deemed as public nuisance, and the City may summarily remove a temporary shelter, bedding, or personal belongings,
 - (4) Public Property means all city-owned property including, but not limited to, streets, sidewalks, alleys, improved or unimproved land, and parks.
 - (5) Cooking and/or open fires
 - (6) Operate, park, drive a motorized vehicle inside the park boundaries. Motorized vehicles are defined to include electric and/or gas-powered golf carts
- (b) The prohibitions set forth in this section shall not apply to any activity sponsored or supervised by the parks and recreation department.

(Ord. of 10-10-85(1), § 5.61)

Secs. 12-28—12-40. Reserved.

ARTICLE III. SOUTHPORT WATERFRONT PARK

Sec. 12-41. Prohibited activities at park.

- (a) The following activities are hereby expressly prohibited at the Southport Waterfront Park and on the city's waterfront:
- (1) Consumption of malt beverages and unfortified wine.
 - (2) Bicycle and skateboard riding.
 - (3) Fishing and swimming.
 - (4) Overnight camping. Camping means sleeping, making preparations to sleep (including lying down or the laying down of bedding for the purpose of sleeping), and/or storing personal belongings: the placement of tents, huts, tarps: parking of a motor vehicle, motor home or trailer, or mooring of a vessel or another type of structure for living accommodation purposes. Camping as defined in this section is deemed as public nuisance, and the City may summarily remove a temporary shelter, bedding, or personal belongings.
 - (5) PUBLIC PROPERTY means all city-owned property including, but not limited to, streets, sidewalks, alleys, improved or unimproved land, and parks.
 - (6) Operate, park, or drive a motorized vehicle inside the park boundaries. Motorized vehicles are defined to include electric and/or gas-powered golf carts.
 - (7) Cooking and/or open fires.
 - (8) Sports or athletic activities.
- (b) The prohibitions set forth herein shall not apply to any activity sponsored or supervised by the parks and recreation department.

(Ord. of 10-10-85(1), § 5.62)

Sec. 12-42. Prohibited activities at pier.

- (a) The following activities are hereby expressly prohibited at or on the city pier:
- (1) Consumption of malt beverages and unfortified wine.
 - (2) Bicycle or skateboard riding.
 - (3) Swimming and diving.
 - (4) Shark fishing between the hours of 12:00 and 6:00 a.m.

(Ord. of 10-10-85(1), § 5.63)

Sec. 12-43. Swimming, diving at dock.

There shall be no swimming or diving from the city dock.

(Ord. of 10-10-85(1), § 5.64)

Sec. 12-44. Prohibited activities on boardwalk sections of Riverwalk including the Kingsley Street River Access Site.

(a) The following activities are hereby expressly prohibited on the boardwalk sections of Riverwalk including the Kingsley Street River Access Site.

(1) Possession and/or consumption of malt beverages, unfortified wine or any alcoholic beverages.

(2) Riding bicycles, skateboards, roller skates or roller blades.

(3) Cooking.

(4) Fishing, crabbing or any fishing or crabbing related activity.

(5) Climbing on or removal of any shoreline stabilization materials.

(6) Overnight camping: Camping means sleeping, making preparations to sleep (including lying down or the laying down of bedding for the purpose of sleeping), and/or storing personal belongings: the placement of tents, huts, tarps: parking of a motor vehicle, motor home or trailer, or mooring of a vessel or another type of structure for living accommodation purposes. Camping as defined in this section is deemed as public nuisance, and the City may summarily remove a temporary shelter, bedding, or personal belongings,

(7) PUBLIC PROPERTY means all city-owned property including, but not limited to, streets, sidewalks, alleys, improved or unimproved land, and parks.

Section 12-45. Penalties and Enforcement.

(1) Any sworn law enforcement officer or person designated and appointed by the Manager shall have the authority to enforce the civil violations of this section.

(2) In addition to being a misdemeanor pursuant to G.S. 14-4, any violation of this chapter shall subject the offender to a civil penalty in the amount of twenty-five dollars (\$25.00) per violation. The Board and the City may revise and update the penalty as part of the regular fee schedule updates.

(3) Each subsequent day or continued violation shall constitute an additional violation.

(Ord. of 11-9-93; Ord. of 12-9-04)

NOW, THEREFORE, BE IT ORDAINED by the City of Southport Board of Aldermen that the proposed Code of Ordinances amendment of Chapter 12, Article II and III, is hereby adopted and shall become effective immediately. All provisions of any City ordinance or resolution in conflict with this Ordinance are hereby repealed.

The foregoing Ordinance, having been submitted to a vote, received the following vote, and was duly adopted this the _____ day of September 2023.

Ayes: _____

Noes: _____

Absent or Excused: _____

Joseph P. Hatem, M.D., M. P. H.
Mayor, City of Southport

Dorothy Dutton, Asst City Manager/Clerk



BOARD OF ALDERMEN AGENDA ITEM SUMMARY

DATE: September 6, 2023

DEPARTMENT: City Manager

PRESENTED BY: Bonnie Therrien, City Manager

ITEM SPONSORED BY: City Manager

ITEM/TOPIC: Sidewalk Erosion – Bay Street

COST: \$115,000 with supplies, equipment, trucking of the rock and miscellaneous

BUDGET LINE ITEM: Unsure

JUSTIFICATION: As all of you know, we are losing the sidewalk and roadway along Bay Street due to erosion issues. Tom Stanley and Tom Zilineck came to you at your August meeting requesting \$181,000 of capital funding to put down rip rap and temporarily fix the problem until water stabilization can take place in the future. Heather Hemphill, Tom and Tom met with the abutters to receive permission to move forward with this project as per CAMA rules. All said yes except for the Fairley's who feel the City should pay to do the same work on their property as they feel once our work is completed, this will cause erosion on their property (please see the attached letter from William Fairley along with maps and a survey). We met with the Fairley's, and Tara MacPherson, Wilmington Regional District Manager, NC Division of Coastal Management. Ms. MacPherson explained that they could sign on to be a part of the City project or make application to do their own work on their property. Because this work would be done on private property, the Board must approve the City paying for this work.

IMPACT IF NOT APPROVED: The City work could be delayed in being finished.

DEPARTMENT HEAD COMMENTS: Not applicable

CITY MANAGER COMMENTS: As you all know, the City portion of this must be done as soon as possible before we lose the sidewalk and the road. I did tell the Fairley's that at minimum, they should agree to pay a share of the work on their property if not 100% of it, but at this point, they feel the City should pay 100% of the price. The Fairley's will be at your meeting to answer questions.

ATTACHMENTS: Letter from William Fairley and supporting maps.

REQUESTED ACTION: Discussion on next steps so we can start work on this project.

PROPOSED MOTION: None needed at this time.

I am a managing partner of Cape Fear
Harbor at 216 W. Bay, L.L.C.

I am asking that the city approve
an extension of the proposed rock wall
to include the parcel which we own
lying to the west of the terminus of the
~~city~~ city's current proposal.

It is our position that the city
has caused the erosion which currently
threatens Bay St. The erosion always
occurs at the end of any hardened
structure. In this case, the erosion
occurs to the west of the wall
installed by the city to protect the
pump station at the foot of Ford St.
It is that wall that has produced
the erosion which threatens Bay St. It
has taken away the 2 water skirts
for the two lots east of our home.

The current proposed terminus of the
project is just east of our water skirt
lot. It is inevitable that if that
project ends where it is currently
proposed, our water skirt lot will
be carried away by the erosion which
will unquestionably arise from the project.
Once the erosion is done taking

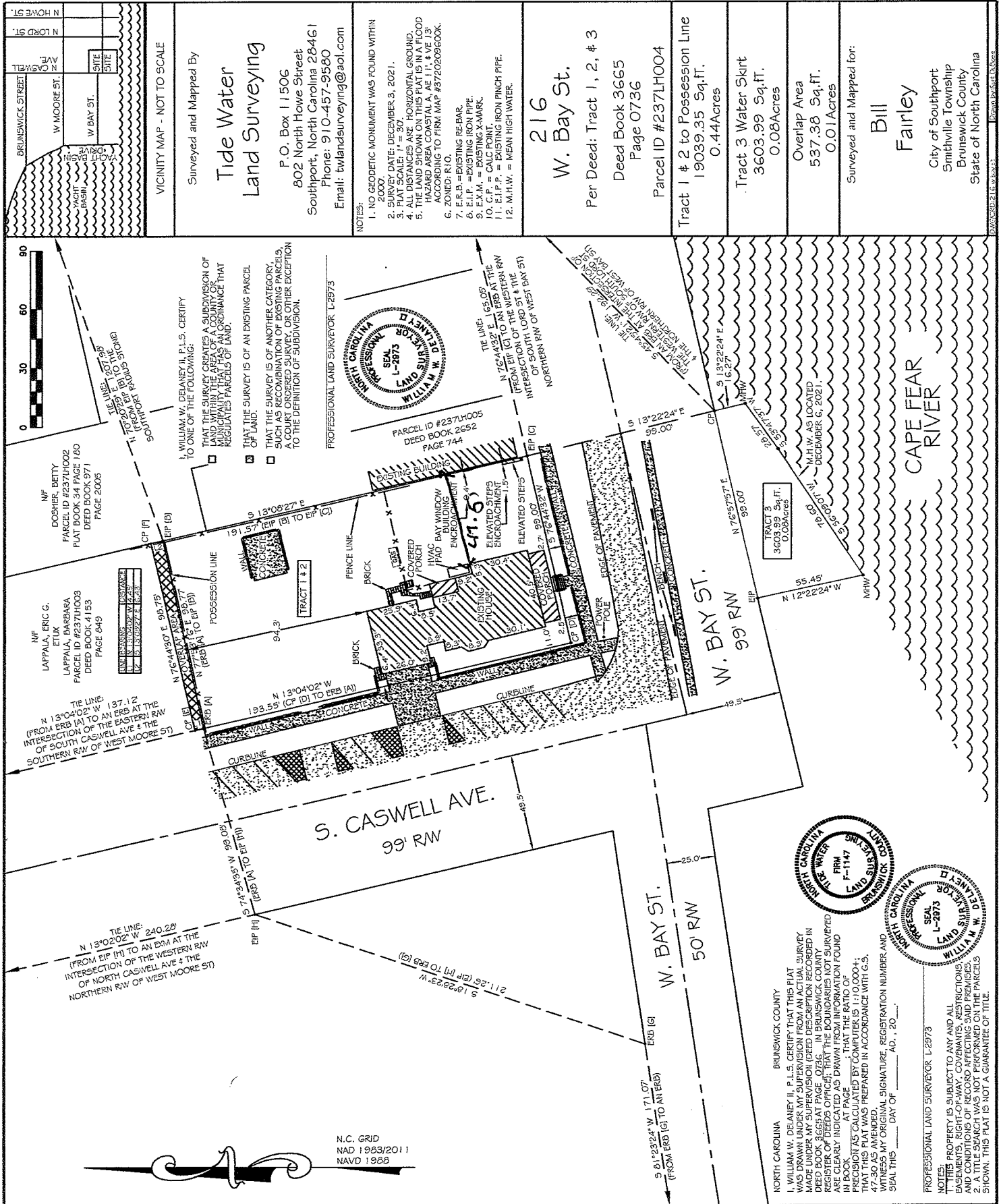
our lot it will then require the city to extend the project to the west in order to protect Bay St west of the terminus of the proposed project. As the city is going to pay for an extension of the cement ~~per~~ proposal in any case.

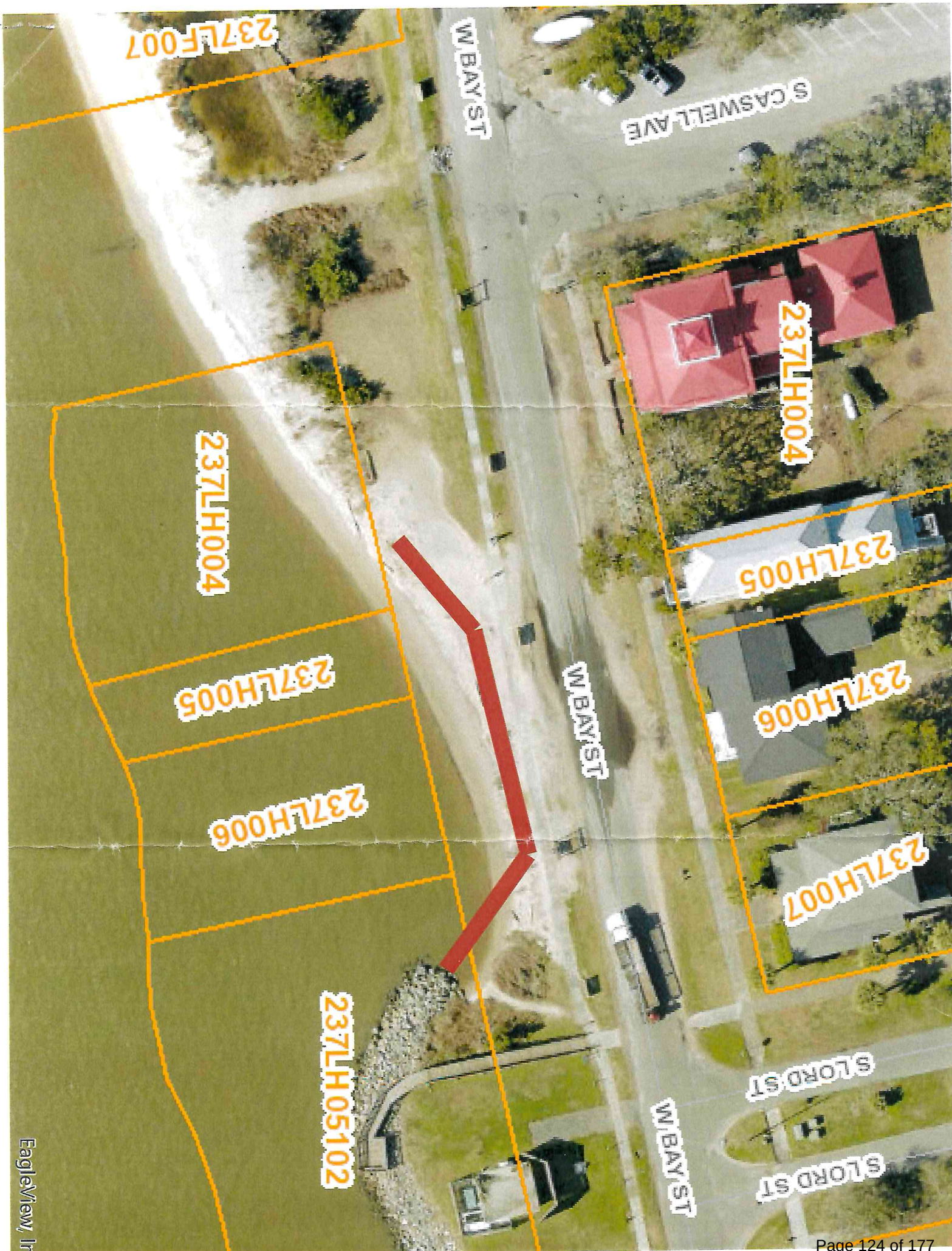
Additionally, the lot west of our water shut is owned by the city & would be the next property to erode away once our land is gone.

I would conclude that the city's hardened structure at Ford Street started the problem & if the city is going to protect Bay St, you are going to have to build the protection wall all the way to the west of our property anyway.

We would gladly cooperate with the city in any permit application that might be necessary to extend the currently permitted project.

Cape Fear House at 216 W. Bay LLC
Wallis F Fairley
managing partner







City Length - 175 Feet - Previously Approved

Fairley's Length- 100 Feet



BOARD OF ALDERMEN

AGENDA ITEM SUMMARY

DATE: 8/23/2023 DEPARTMENT: Admin/Police/Development Services

PRESENTED BY: Dorrie Dutton, Mo Meehan

ITEM SPONSORED BY: Admin/Development Services

ITEM/TOPIC: Right of Way enforcement

COST: n/a BUDGET LINE ITEM: n/a

JUSTIFICATION: The Board asked City staff to research and provide options for enforcing the City's Right of way areas. This draft has been months in the making. Based on the motioned made at the July Board meeting, the draft is now ready to move forward for public info and comment.

IMPACT IF NOT APPROVED: The right-of-ways will likely continue to be used as frontage for adjacent properties. Some people might maintain the area, and some may not.

DEPARTMENT HEAD COMMENTS: City staff is comfortable with the proposed language. We are ready to move forward with public meetings. It does not require a formal public hearing but the discretion is the Board's. Public/town hall meetings may also be scheduled.

CITY MANAGER COMMENTS: The staff has discussed this with you many times and now we want to make sure you are comfortable with the language so we can set Public Workshops in September.

ATTACHMENTS: Draft language of the Right-of-way amendment. Calendars for September and October for possible meetings.

REQUESTED ACTION: Discuss possible dates for public meetings.

PROPOSED MOTION: Discussion about potential dates for Public Meetings.

ARTICLE I. IN GENERAL

Sec. 16-1. Injury to streets or sidewalks.

No person shall injure, deface or mar in any manner whatsoever any of the streets or sidewalks of the city. The city shall have the right and privilege to repair any such injury, defacement or mar and assess the cost thereof against the offender.

(Code 1974, § 5.12)

Sec. 16-2. Sidewalk construction.

No sidewalk of any description shall be built by any person of any brick, wood or other material without a written permit from the city.

(Code 1974, § 5.13)

Sec. 16-3. Streets not to be damaged.

It shall be unlawful for any person to drag, or run, or cause to be dragged or run any harrow or other implement, engine, machine or tool upon any asphalt, bithulitic, warrenite or other type of permanently paved street of the city which shall be liable, in any way to injure or cut the surface thereof. It shall also be unlawful to injure any dirt street in the same manner.

(Code 1974, § 5.15)

Sec. 16-4. House moving.

- (a) *Approval and bond required.* No person shall move any house, building or other structure along, upon or across the public streets or sidewalks without a written permit issued by the building inspector, and a deposit to cover damage done to any street or sidewalk or to any property of any person or the city. This deposit shall be in the sum of five thousand dollars (\$5,000.00) and shall be delivered to the city at least one (1) city business day prior to moving any structure within the city limits or its extraterritorial jurisdiction. Such deposit may be cash, certified or cashier's check, or a bond issued by a surety licensed to do business in North Carolina. This deposit may be used by the city to pay for any damage done to any street or sidewalk or to any property of any person or the city resulting from the moving of any house, building or other structure. After completion of the move, the building inspector and public services director shall make an inspection to determine if any damage occurred as a result of said move, and any portion of said deposit not required in order to pay for damages shall be returned to the applicant.
- (b) *License requirement.* No person may move a house, building or other structure along, upon or across the streets, sidewalks or other public ways of the city without first being licensed as a house mover by the North Carolina Department of Transportation or its successor agency as provided in G.S. Chapter 20, Article 16 as it presently exists or shall be hereafter amended. Provided, however, that such license shall not be required for individuals moving their own buildings from or to property

owned individually by those persons. This section shall not relieve an individual of the requirement of posting a deposit, or obtaining a permit as hereinafter provided, nor shall it relieve an individual of the requirement that the applicant prove their financial responsibility as hereinafter provided.

- (c) *Permit requirements and procedures.* No person may move a house, building or other structure along, upon or across the streets, sidewalks or other public ways of the city without first obtaining a permit from the city building inspector. Any person wishing to obtain a permit shall apply to the building inspector on a form approved by the city for a permit at least two (2) weeks prior to the date that the person wishes to move the structure. The building inspector may reduce the two (2) week period for good cause shown. The application shall be completed in its entirety and shall be accompanied by an application fee to be set by the board of aldermen and also by the following: (i) a travel plan. The travel plan shall show the proposed route, the time estimated for each segment of the move and a plan to handle traffic so that no one (1) delay to other roadway users shall exceed twenty (20) minutes. In addition, the travel plan will show all intersections, traffic lights and other locations where a bottleneck of traffic could potentially be created; (ii) proof that the applicant has made satisfactory arrangements with any person or other entity whose power, telephone, cable television or other lines will be affected by the move; (iii) a list and description of all utilities, trees and other equipment, poles, structures and appurtenances which will need to be altered or moved along the route of the travel plan; (iv) a list of all services required from the city with regard to police personnel, personnel of the public services department, and other personnel of the city, including but not limited to the number of personnel needed, manpower hours estimated to be used, and such other information as may be required by the city in order to estimate the cost of the move to the city.
- (d) *Proof of Financial Responsibility.* In addition to the other requirements set forth in subsection (c) above, the applicant must file documentation of their financial responsibility. All applicants shall possess motor vehicle insurance for bodily injury to or death of one (1) or more persons in any accident, and for injury to or destruction of property of others in any one (1) accident with a minimum coverage of three hundred fifty thousand dollars (\$350,000.00) combined single limit of liability. Additionally, the applicant shall have in effect comprehensive general liability insurance with a minimum coverage of three hundred fifty thousand dollars (\$350,000.00) combined single limit of liability, including coverage of operations on state streets and highways that are not covered by motor vehicle insurance, and workers' compensation insurance complying with the requirements of G.S. ch. 97. Proof of all insurance coverage effective through the date of the proposed move issued by the insurance carrier(s), equivalent to that required for licensed house movers by G.S. § 20-359.1 as it presently exists or may be hereafter re-codified, shall be considered satisfactory proof of financial responsibility and the fact that an applicant is licensed as a house mover by the department of transportation shall be sufficient to prove his compliance with this section. In the case of an individual moving their own structure to or from their own property and not required to be licensed as a house mover, the applicant must provide documentation satisfactory to the building inspector that the applicant has appropriate and adequate insurance coverage and a copy of this documentation shall be kept on file in the building inspector's office until the move is completed. The adequacy of the insurance coverage shall be determined in the reasonable discretion of the issuing officer or city manager based upon all circumstances disclosed in the application and supporting documentation.
- (e) *Issuance of permit.* The applicant shall review their travel plan with the building inspector and the chief of the police department or his designee and if the route cannot accommodate the move due to roadway weight limits, or will cause undue interruption of traffic flow or will otherwise create an unduly hazardous condition, the permit shall not be issued. Approved travel plans are required

before obtaining a permit. Permits will not be issued for holidays, weekends or evening hours unless there are extenuating circumstances approved by the building inspector, police chief and public services director. The building inspector shall review the application with the director of the public services department to determine that the applicant has made satisfactory arrangements for the disconnection of all public utilities under the control of the city and that the disconnections can be accomplished in an appropriate manner. Nothing contained herein shall be interpreted to require the building inspector to issue a permit if, in his judgment, the proposed move cannot be made safely, or if, in his judgment, the applicant has not made appropriate arrangements with power, telephone, cable television or other utility suppliers, or if, in his judgment, the applicant has not made appropriate arrangements with the city for the disconnection of public utilities under the control of the city.

- (f) *Conditions for voiding permit.* The permit may be revoked by the building inspector or any police officer of the city if any conditions of the permit are violated. Upon any violation, the permit must be surrendered upon demand of the building inspector or a police officer and a new permit obtained before proceeding. Misrepresentation of information on application to obtain a permit, fraudulently obtaining a permit, alteration of a permit or unauthorized use of a permit will render the permit void.
- (g) *Appeal.* An applicant shall have the right to appeal the denial of his application to the city manager within ten (10) days of the mailing of notification of the denial of the permit to the address given in the application. Any such denial shall be without prejudice to the applicant's rights to submit another application with alternate plans until an acceptable route is determined, if such an acceptable route exists. In addition, the applicant may appeal the revocation of the permit to the city manager within ten (10) days of notification of revocation.
- (h) *Liability of mover.* The permittee shall be responsible for injury to persons or damage to property of any kind resulting from his acts or omissions and by accepting the permit agrees to indemnify and hold the city harmless for any claims arising out of his conduct, actions or omissions.
- (i) *Removal and replacement of obstructions.* All obstructions or impediments, including traffic signals, signs, poles and utility lines, will be removed immediately prior to and replaced immediately after the move at the expense of the mover, subject to the approval and satisfaction of the city, provided that arrangements for and approval from the owner of such signals, signs and lines is obtained by the applicant.

(Code 1974, § 5.16; Ord. of 3-11-10(2))

Sec. 16-5. Damage to bridges and culverts.

No person shall injure or misplace any part of any bridge, culvert, ditch and drain or other property belonging to or used by the city, nor place any obstruction in any culvert, ditch or drain, to prevent the free flow of water on or over the streets of the city.

(Code 1974, § 5.17)

Sec. 16-6. Damage to lights and signs.

No person shall injure, tamper with, remove or paint upon or deface any sign, sign post, streetlight, traffic signal or bulletin board or other municipal property upon the streets and sidewalks except employees of the city in the performance of their duties.

(Code 1974, § 5.18)

Sec. 16-7. Display of goods prohibited.

No person shall place for display or sale any goods, wares or merchandise of any kind upon any of the sidewalks of the city.

(Code 1974, § 5.30)

Cross reference(s)—Licenses and business regulations, Ch. 10.

Sec. 16-8. Obstruction of public rights-of-way.

- (a) Except as specifically set forth in subsection (b) herein or as authorized by a license issued by the board of aldermen, it shall be unlawful for any person to place or cause to be placed on any public street, road, alley, sidewalk or other public right-of-way within the city any wall, fence, gate, brick, stone, wood, rock, vegetation or other structure, material or substance above the horizontal plane of the existing ground. In addition, it shall be unlawful for any person to take any action whatsoever within any public right-of-way which creates a hazardous condition or safety hazard or which otherwise interferes with or obstructs in any manner the passage of persons or vehicles upon or within said public rights-of-way or which obstructs, interferes with or hinders lawful parking within any public right-of-way.
- (b) In residentially zoned areas without off-street parking requirements, property owners shall be permitted to improve up to **two (2)** parking spaces within the right-of-way in front of their property. Dimensional standards and surfacing of these parking spaces shall follow the provisions for driveways as described in the Unified Development Ordinance (Section 3.12.B.1). Parking spaces constructed by a property owner within a right-of-way shall remain open for public parking and shall not be reserved for the property whose owner constructed the spaces. Such parking shall require the review and approval of the Development Services Director, Public Services Director, and Fire Marshal. The City reserves the right to remove these parking areas for any reason in accordance with Section 16-10.
- (c) Nothing herein shall prevent any business or other legal entity located in areas zoned CBD and BD from (i) placing objects which are not otherwise prohibited under the Southport Code of Ordinances on that portion of a sidewalk which is directly abutting the building occupied by such business or entity, provided that said items do not extend more than thirty-six (36) inches into the sidewalk and do not violate section 16-7 of the Code of Ordinances prohibiting the display of goods, or (ii) placing A-frame signs on a sidewalk or right-of-way where specifically allowed under the Southport Unified Development Ordinance. No business or other entity may place or cause to be placed any object on a sidewalk so as to violate the provisions of the ADA regarding unobstructed clearance.
- (d) Vegetation or other protective measures shall be permitted to be placed within **ten (10)** feet of the base of a City Tree by a neighboring property owner, or by the City, for the purposes of limiting damage to the tree by nearby parked vehicles. Such action shall require review and approval by the Development Services Director, the Public Services Director, and the Fire Marshal.

(COMMENTARY: Section 3.12.B.1 of the City of Southport Unified Development Ordinance states that “all driveways shall be paved with either asphalt or concrete, or with alternative paving material (e.g., concrete pavers, rick, ‘turfstone’ or similar pervious material) determined to exhibit equivalent wear residence and load bearing characteristics as asphalt or concrete.”)

(Code 1974, § 5.31; Ord. of 12-11-03; Ord. of 9-9-10; Ord. of 10-11-12)

Sec. 16-9. Construction near sidewalk.

Before building or remodeling at any place where the same is in close proximity to the sidewalk, a passageway shall be constructed so as to leave the sidewalk unobstructed and provide safe and easy passage.

(Code 1974, § 5.32)

Sec. 16-10. Existing encroachments on rights-of-way.

- a) In the event that the Southport Code Enforcement Officer determines that there exists any encroachment, obstacle, vegetation, wares, goods or other condition within a public right-of-way or sidewalk in violation of section 16-7 or section 16-8 of this Code or which interferes with the free passage of persons or vehicles within said right-of-way or sidewalk, or which otherwise creates a hazard to the public, said code enforcement officer shall attempt to identify the person(s) responsible for said obstacle or encroachment. **This includes hardscapes, decorative rock walls, fountains, and similar items.** Upon identification, the code enforcement officer shall notify in writing said responsible person(s) who shall have seventy-two (72) hours from the date of notification to remove said encroachment or condition. In the event that the responsible party fails to remove said obstacle or encroachment within the time allowed, and in addition to other remedies as allowed by law, the city may promptly remove said obstacle or encroachment and shall charge the cost of said removal to the party responsible for said obstacle, encroachment, or condition. In the event that the code enforcement officer is not able to identify the responsible party, or if the condition or encroachment creates an imminent and immediate danger to the public, the city may summarily remove said encroachment or other condition within the right-of-way without notice.
- b) **Right-of-way encroachments existing prior to the adoption date of this ordinance shall be permitted to remain so long as the encroachments do not interfere with the free passage of persons or vehicles or otherwise creates a hazard to the public until such time as the City desires to remove them. Such encroachments shall not be permitted to be expanded in any dimension. The City reserves the right to remove a right-of-way encroachment for any public purpose, shall not be liable for the removal of those encroachments, and shall levy the cost of removal in accordance with Section 16-10(a) above. Following removal, any future encroachment must be done in accordance with the provisions of all applicable ordinances.**

Sec. 16-11. Gates opening on streets and sidewalks.

No gate to any residence, lot or other enclosure in the city shall swing or open outward over the street or sidewalk. Each day any gate is allowed to open outward over the sidewalk or street, shall constitute a separate offense.

(Code 1974, § 5.35)

Sec. 16-12. Throwing or burning trash on street prohibited.

No paper, straw, lemon peel, banana peel, watermelon rind or any trash of any kind shall be thrown or swept upon any sidewalk or street of the city, nor shall any trash, refuse, or rubbish be burned thereon.
(Code 1974, § 5.41)

Sec. 16-13. Snow and ice removal.

Every occupant of a store building in front of which the sidewalk is paved with stone, brick, asphalt or cement, shall remove snow, ice or other obstruction from such sidewalk at the earliest possible time and as soon as the weather permits.
(Code 1974, § 5.43)

Sec. 16-14. Bicycles on sidewalks prohibited.

It shall be unlawful for any person to ride a bicycle on any sidewalk in the business district of the city.
(Code 1974, § 5.44)

Sec. 16-15. Playing ball on streets prohibited.

No person shall play ball or bat or catch-ball on any of the streets of the city.
(Code 1974, § 5.45)

Sec. 16-16. Use of nails and tacks restricted.

It is hereby declared unlawful for any person to drive any nails or tacks in the telephone, telegraph or electric light poles, or in any house or store situated on any sidewalk or streets of the city except by permission of the owner.
(Code 1974, § 5.47)

Sec. 16-17. Permit required for placing poles.

No poles for electric, telegraph, telephone or other purposes shall be placed on any street of the city without a permit therefor being obtained from the city.
(Code 1974, § 5.7)

Sec. 16-18. Permits limited to single lines.

No permit shall be issued for the erection of poles on any street where there exists a line of poles on such street for the purpose of supporting electric, telephone or telegraph wires.
(Code 1974, § 5.8)

Sec. 16-19. By agreement separate lines or wires on same poles.

Whenever any electric, telephone or telegraph company shall desire to place lines or wires along any particular street upon which it does not have a line of poles, but upon which street there exists a line of poles owned by another company then such companies may maintain their wires upon the same poles. If an agreement cannot be reached between the companies owning the poles and the companies desiring to place wires thereon, then the companies may submit the question of compensation to three (3) disinterested persons for arbitration or they may submit the same to the board of aldermen for determination. This section shall apply to poles owned by the city as well as poles owned by companies operating under franchises from the city.

(Code 1974, § 5.9)

Sec. 16-20. Care and inspection of poles.

It shall be the duty of the owners of all poles supporting electric, telephone or telegraph wires to keep the same in a safe condition, and for that purpose inspect the same once every three months.

(Code 1974, § 5.10)

Sec. 16-21. Use of poles and underground conduits for city purposes.

One (1) duct in all underground conduit systems shall be provided for the city free of charge for the city's police or fire alarm telegraph system when required, and the city shall have the use of any and all poles on streets for the same purposes.

(Code 1974, § 5.11)

Sec. 16-22. Railroad crossings—Regulations.

- (a) The board of aldermen may direct, control, and prohibit the laying of railroad tracks and switches in public streets and alleys. All railroad tracks, crossings and bridges shall be constructed so as not to interfere with drainage patterns or with the ordinary travel and use of the public streets and alleys.
- (b) The costs of constructing, reconstructing, and improving public streets and alleys, including the widening thereof, within areas covered by railroad cross-ties, including cross timbers, shall be borne equally by the city and the railroad company. The costs of maintaining and repairing such areas after construction shall be borne by the railroad company.
- (c) At each railroad grade crossing hereinafter designated in this subsection, the railroad operating trains or locomotives or rolling stock of any kind over such crossing shall maintain at all times suitable crossing gates, which shall be closed when any train, locomotive or other rolling stock is passing over, or approaching near to the crossing for the purpose of passing over, the same. The grade crossings at which crossing gates shall be so maintained are located as provided in the schedule which is on file in the city manager's office. In lieu of the foregoing, the railroad may install and maintain highway grade crossing automatic flashing light signals with or without short arm gates.
- (d) At each railroad grade crossing hereinafter designated in this subsection, the railroad operating trains, locomotives or rolling stock of any kind over the same shall either:

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- (1) Give timely warning of the approach of each train, locomotive or other rolling stock, by a crossing watchman then on duty; or
 - (2) Cause each train, locomotive or other rolling stock to be brought to a stop before entering onto the crossing and to be preceded by a flagman on foot who shall give timely warning that it is about to enter upon the crossing. The grade crossings to which this subsection applies are provided in the schedule which is on file in the city manager's office.
- (e) At each railroad grade crossing designated in this subsection, the railroad operating trains, locomotives or other rolling stock of any kind over the same may install and maintain highway grade crossing automatic flashing light signals, and such railroad operating trains, locomotives or rolling stock of any kind over such crossing shall either:
- (1) Give timely warning of the approach of each train, locomotive or other rolling stock by a crossing watchman then on duty; or
 - (2) Cause each train, locomotive or other rolling stock to be brought to a stop before entering on such crossing and to be preceded by a flagman on foot who shall give timely warning that it is about to enter upon the crossing; or
 - (3) Install and maintain highway grade crossing automatic flashing light signals with or without short arm gates. The grade crossings to which this section applies are provided in the schedule which is on file in the city manager's office.
- (f) The city shall bear ninety (90) percent of the costs of warning signs, gates, lights, and other safety devices at grade crossings, and the railroad company shall bear ten (10) percent of the costs. The costs of maintaining warning signs, gates, lights, and other safety devices installed after January 1, 1972, shall be borne equally by the city and the railroad company. The maintenance shall be performed by the railroad company and the city shall pay annually to the railroad company fifty (50) percent of these costs. In maintaining maintenance cost records and determining such costs, the city and the railroad company shall use the same methods and procedures as are now or may hereafter be used by the board of transportation.

(Code 1974, § 5.36)

State law reference(s)—Municipal authority regarding railroad crossings, G.S. 160A-298.

Sec. 16-23. Same—Bridges and underpasses.

- (a) The board of aldermen may require that a grade crossing be eliminated and replaced by a railroad bridge or by a railroad underpass, if the board finds as a fact that the grade crossing constitutes an unreasonable hazard to vehicular or pedestrian traffic. In such event, the city shall bear ninety (90) percent of the costs and the railroad company shall bear ten (10) percent of the costs. If the city constructs a new street which requires a grade separation and which does not replace an existing street, the city shall bear all of the costs. If a railroad company constructs a new track across at grade, or under, or over an existing street, the railroad company shall pay the entire cost thereof. The city shall pay the costs of maintaining street bridges which cross over railroads. Railroad companies shall pay the cost of maintaining railroad bridges over streets, except that the city shall pay the costs of maintaining street lighting where streets cross under railroads.
- (b) Whenever the widening, improving, or other changes in a street require that a railroad bridge be relocated, enlarged, heightened, or otherwise reconstructed, the city shall bear ninety (90) percent of the costs and the railroad company shall bear ten (10) percent of the costs.

(Code 1974, § 5.37)

Secs. 16-24—16-45. Reserved.

DRAFT



BOARD OF ALDERMEN

AGENDA ITEM SUMMARY

DATE: 08-25-2023 **DEPARTMENT:** Development Services/Code Enforcement

PRESENTED BY: D. Dutton

ITEM SPONSORED BY: Development Services

ITEM/TOPIC: Minimum Housing Ordinance. This ordinance will provide the City with another tool for abating abandoned structures. Minimum Housing Ordinances are widely used to require abatement, repairs, or demolition of a failing structure. The ordinance defines the process. It protects the City and due process.

COST: n/a **BUDGET LINE ITEM:** n/a

JUSTIFICATION: The City has made strides in Code Enforcement over the last several months. Currently, the City has ordinances in place to help manage unsafe buildings, but there is not a Minimum Housing Ordinance that defines and establishes specific guidelines and enforcement actions.

IMPACT IF NOT APPROVED: The City can still move forward in some code enforcement cases, but the processes

DEPARTMENT HEAD COMMENTS: City staff would like to have another tool for handling derelict or abandoned structures. Adopting a Minimum Housing Ordinance defines types of violations, and expressly sets the legal process for abatement and remedy. This ordinance also references NCGS 160D, as opposed to 160A.

CITY MANAGER COMMENTS:
Without a Minimum Housing Ordinance, we cannot move forward with cleaning up the structures that need to be demolished. The ordinance makes the process clearer and more timely.

ATTACHMENTS: Draft Minimum Housing Ordinance; and an amendment to the Enforcement section of Chapter 4.

REQUESTED ACTION: Amendments to the Code of Ordinances does not require a Public Hearing, but the Board may consider scheduling a Public Hearing or they can adopt the ordinances.

PROPOSED MOTION: Make a motion to set a public hearing, or public meeting, or motion to adopt

PART II - CODE OF ORDINANCES
Chapter 4 - BUILDINGS AND BUILDING REGULATIONS
ARTICLE III. - CONDEMNATION, REPAIR, AND DEMOLITION OF UNSAFE BUILDINGS
DIVISION 1. IN GENERAL

CHAPTER 4: BUILDINGS AND BUILDING REGULATIONS

ARTICLE III. CONDEMNATION, REPAIR, AND DEMOLITION OF UNSAFE BUILDINGS

DIVISION 1. IN GENERAL

Sec. 4-86. Defects in buildings to be corrected.

When a local inspector finds any defects in a building, or finds that the building has not been constructed in accordance with applicable state and local laws, or that a building because of its condition is dangerous or contains fire hazardous conditions, it shall be his duty to notify the owner or occupant of the building of its defects, hazardous conditions, or failure to comply with law. The owner or occupant shall each immediately remedy the defects, hazardous conditions, or violations of law in the property he owns.

(Code 1974, § 8.55)

State law reference(s)—Similar provisions, G.S. 160A-425.

Sec. 4-87. Unsafe buildings condemned.

Every building which shall appear to the inspector to be especially dangerous to life because of its liability to fire or because of bad condition of walls, overloaded floors, defective construction, decay, unsafe wiring or heating system, inadequate means of egress or other causes, shall be held to be unsafe, and the inspector shall affix a notice of the dangerous character of the structure to a conspicuous place on the exterior wall of such building.

(Code 1974, § 8.56)

State law reference(s)—Similar provisions, G.S. 160A-426.

Sec. 4-88. Removing notice from condemned building.

No person shall remove any notice that has been affixed to any building or structure by an inspector under this article and that states the dangerous character of the building or structure.

(Code 1974, § 8.57)

State law reference(s)—Similar provisions, G.S. 160A-427.

Sec. 4-89. Action in event of failure to take corrective action.

- (a) If the owner of a building or structure that has been condemned as unsafe pursuant to section 4-87 shall fail to take prompt corrective action, the inspector shall give him written notice, by certified or registered mail to his last known address or by personal service stating that:
- (1) The building or structure is in a condition that appears to constitute a fire or safety hazard or to be dangerous to life, health, or other property.
 - (2) A hearing will be held before the inspector at a designated place and time, not later than ten (10) days after the date of the notice, at which time the owner shall be entitled to be heard in person or by counsel and to present arguments and evidence pertaining to the matter.
 - (3) Following the hearing, the inspector may issue such order to repair, close, vacate, or demolish the building or structure as appears appropriate.
- (b) If the name or whereabouts of the owner cannot after due diligence be discovered, the notice shall be considered properly and adequately served if a copy thereof is posted on the outside of the building or structure in question at least ten (10) days prior to the hearing and a notice of the hearing is published in a newspaper having general circulation in the city at least once not later than one (1) week prior to the hearing.

(Code 1974, § 8.58)

State law reference(s)—Similar provisions, G.S. 160A-428.

Sec. 4-90. Order to take corrective action.

If, upon a hearing held pursuant to the notice prescribed in section 4-90, the inspector shall find that the building or structure is in a condition that constitutes a fire or safety hazard or renders it dangerous to life, health or other property, he shall make an order in writing, directed to the owner of such building or structure, requiring the owner to remedy the defective conditions by repairing, closing, vacating, or demolishing the building or structure or taking other necessary steps, within such period, not less than sixty (60) days, as the inspector may prescribe.

(Code 1974, § 8.59)

State law reference(s)—Similar provisions, G.S. 160A-429.

Sec. 4-91. Appeal; finality of order if not appealed.

Any owner who has received an order under section 4-90 may appeal from the order to the board of aldermen by giving notice of appeal in writing to the inspector and to the city clerk within ten (10) days following issuance of the order. In the absence of an appeal, the order to the inspector shall be final. The board shall hear an appeal within a reasonable time and may affirm, modify and affirm, or revoke the order.

(Code 1974, § 8.60)

State law reference(s)—Similar provisions, G.S. 160A-430.

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DIVISION 2. DISASTER RECOVERY

Sec. 4-92. Failure to comply with order.

If the owner of a building or structure fails to comply with an order issued pursuant to section 4-90 from which no appeal has been taken, or fails to comply with an order of the board of aldermen following an appeal, he shall be guilty of a violation of this Code and shall be punished in the discretion of the court.

(Code 1974, § 8.61)

State law reference(s)—Similar provisions, G.S. 160A-431.

Sec. 4-93. ~~Equitable~~ Enforcement.

- (A) Whenever any violation of this article is determined to exist in this city, the city, either in addition to or in lieu of other remedies, may initiate any appropriate action or proceedings to prevent, restrain, correct, or abate the violation or to prevent the occupancy of the building or structure involved.
- (B) In the case of a building or structure declared unsafe under 4-87 of this chapter, the City may, in lieu of taking action under 4-93.A., may instead cause the building or structure to be removed or demolished. The amounts incurred by the City in connection with the removal or demolition are a lien against the real property upon which the cost was incurred. The lien shall be filed, have the same priority, and be collected in the same manner as liens for special assessments provided in Article 10 of Chapter 160A of the General Statutes. If the building or structure is removed or demolished by the City, the City may sell the usable materials of the building and any personal property, fixtures, or appurtenances found in or attached to the building. The City shall credit the proceeds of the sale against the cost of the removal or demolition. Any balance remaining from the sale shall be deposited with the Brunswick County Clerk of Superior Court and shall be disbursed by the court to the person found to be entitled thereto by final order or decree of the court.
- (C) The amounts incurred by the City in connection with the removal or demolition are also a lien against any other real property owned by the owner of the building or structure and located within the local government's planning and development regulation jurisdiction. The provisions of this section apply to this additional lien, except that this additional lien is inferior to all prior liens and shall be collected as a money judgment.
- (D) Nothing in this section shall be construed to impair or limit the power of the City to define and declare nuisances and to cause their removal or abatement by summary proceedings or otherwise.

State law reference(s)—Similar provisions, G.S. 160A-432.

Sec. 4-94. Records and reports.

The inspection department shall keep, in convenient form, complete, permanent and accurate records of all applications received, permits issued, inspections and reinspections made, defects found, certificates of compliance granted, and all other work and activities of the department. Periodic reports

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shall be submitted to the board of aldermen and to the commissioner of insurance as they shall by ordinance, rule, or regulation require.

(Code 1974, § 8.63)

State law reference(s)—Similar provisions, G.S. 160A-433.

Sec. 4-95. Appeals in general.

Unless otherwise provided by law, appeals from any order, decision, or determination by a member of a local inspection department pertaining to the state building code or other state building laws shall be taken to the commissioner of insurance or his designee or other official specified in G.S. 143-139, by filing a written notice with him and with the inspection department within a period of ten (10) days after the order, decision or determination. Further appeals may be taken to the state building code council or to the courts as provided by law.

(Code 1974, § 8.64)

State law reference(s)—Similar provisions, G.S. 160A-434.

Sec. 4-96. Restrictions within primary fire limits.

Within the primary fire limits, no frame or wooden building or structure or addition thereto shall be erected, altered, repaired, or moved (either into the limits or from one (1) place to another within the limits), except upon the permit of the local inspection department approved by the commissioner of insurance or his designee. The board of aldermen may make additional regulations for the prevention, extinguishment, or mitigation of fires within the primary fire limits.

(Code 1974, § 8.65)

State law reference(s)—Similar provisions, G.S. 160A-436.

Sec. 4-97. Restriction within secondary fire limits.

Within any secondary fire limits, no frame or wooden building or structure or addition thereto shall be erected, altered, repaired, or moved except in accordance with any rules and regulations established by ordinance.

(Code 1974, § 8.66)

State law reference(s)—Similar provisions, G.S. 160A-437.

DIVISION 2. DISASTER RECOVERY

Subdivision I. Emergency Permitting

Sec. 4-98. Purpose.

It has been established that there are a significant number of structures within the city that are nonconforming to the current ordinances. The city has realized that due to the large number of nonconforming structures, in the event of a disaster it may be impractical to require all structures which sustain significant damage to rebuild in compliance with the current ordinances. Furthermore, the community's economy will depend on the ability of all property owners to repair, reconstruct, or rebuild and become operational as quickly as possible following a disaster. These procedures are intended to allow a property owner to obtain approval to repair, reconstruct, or rebuild any structure that is damaged or destroyed as a direct result of a disaster to the state or condition that existed prior to the disaster without the necessity of a full review as may otherwise be required under the City Code of Ordinances or the Southport Unified Development Ordinance (UDO). These structures would be rebuilt on their original footprint, but not increasing the nonconformity. Any application to repair, reconstruct or rebuild a structure that does not comply with the following procedures shall only be reviewed and acted on pursuant to other applicable sections of the city's ordinances. Building permits are required for all repairs and reconstruction.

Sec. 4-99. Definitions.

Damage assessment survey means a field survey to determine levels of damage for structures and identify the condition of said structures.

Disaster means any natural or human-caused catastrophe (including any hurricane, tornado, tsunami, earthquake, or related), or, regardless of cause, any widespread fire or flood, or large-scale impacts from an explosion. The disaster will be declared an emergency by the mayor of the city.

Emergency means a local emergency, as defined by the City Code, which has been declared by the mayor of the city for a specific disaster and has not been terminated.

Reconstruction means the rebuilding of permanent replacement housing, construction of large-scale public or private facilities badly damaged or destroyed in a major disaster, addition of major community improvements, and full restoration of a healthy economy.

(Ord. of 7-14-11)

Sec. 4-100. Planning review not required.

- (a) Any structure that sustains damage as a direct result of a disaster and receives a lawful occupancy permit after a damage assessment may be repaired to the state or condition that existed prior to the disaster without the necessity of obtaining planning approval. The work must be completed within eighteen (18) months of when the board of aldermen declares the city is ready to begin receiving applications for permits after the declared disaster.
- (b) If a structure receives a lawful occupancy permit after a damage assessment and the repair is delayed through litigation or other cause beyond the control of the owner, then the owner shall apply for an extension.
- (c) The requirements of the UDO and the City Code of Southport shall be met, except as specifically provided herein.
- (d) For applicants who do not meet the time period set forth by paragraph (a) and (b), any repair that occurs must comply with all requirements of the UDO and the City Code of Southport.

(Ord. of 7-14-11)

Sec. 4-101. Manufactured homes.

Manufactured homes that are damaged or destroyed may be repaired, replaced, or changed to stick built construction using the following:

- (1) If the structure receives a lawful occupancy permit after damage assessment, the structure may be repaired compliant with this section.
- (2) If the structure is declared restricted use or unsafe to enter or occupy after damage assessment, the structure may be repaired, replaced, or changed to stick built construction.
 - a. The structure may be repaired provided the requirements of the UDO and the City Code of Southport are met.
 - b. The structure may be replaced pursuant to the terms and conditions of this division.
 - c. The structure may be removed and a stick built home may be constructed under the current regulations for review and approval. This would be considered a change to the existing condition so the benefits of this division would not apply.

(Ord. of 7-14-11)

Sec. 4-102. Planning emergency permitting.

In order to be reviewed under the provisions of this division:

- (1) A structure that sustains damage or is destroyed shall be repaired, reconstructed, or rebuilt to the state or condition that existed prior to the disaster.
- (2) A structure that sustains damage or is destroyed must receive a declared restricted use or unsafe to enter or occupy and require an emergency construction building permit after a damage assessment.

(Ord. of 7-14-11)

Sec. 4-103. Planning emergency permitting application.

The planning emergency permitting application must be submitted within six (6) months of when the board of aldermen declares the city is ready to begin receiving applications for permits. At their discretion, the board of aldermen may extend the application period by resolution.

(Ord. of 7-14-11)

Sec. 4-104. Planning emergency permitting affidavit.

The planning emergency permitting affidavit must be submitted as part of the planning emergency permitting application. The affidavit, to be signed by the owner of record and notarized, must certify that all structures are being built back to the height, density, setbacks and other such requirements that legally existed prior to the disaster. However, if any local, state, or federal regulations require any changes to the structure with regard to height or square footage, the affidavit will allow the owner to build back with changes to comply with those regulations.

(Ord. of 7-14-11)

Sec. 4-105. Single-family or duplex dwelling.

- (a) Any single-family or duplex dwelling unit that sustains damage or is destroyed must submit a complete planning emergency permitting application in order to be reviewed under this division.

The application shall include such information and documentation as may be reasonably required by the administrator, including all the following items:

- (1) If the structure sustains damage amounting to less than fifty (50) percent of the fair market value:
 - a. A planning emergency permit and permitting affidavit as described.
 - b. Elevation drawings previously approved by the city showing the height of all four elevations of all structures on the site prior to the disaster or pre-disaster photos showing all four sides of each structure on the property.
 - c. Pre-disaster photos of the entire property layout including front, rear and side yards.
- (2) If the structure sustains damage amounting to fifty (50) percent or more of the fair market value:
 - a. A planning emergency permit and permitting affidavit as described.
 - b. Two copies of an as-built survey or such other documentation or information as required by the administrator.
- (b) The requirements of the UDO and of the City Code of Southport shall be met, except as modified herein.
- (c) For applicants who cannot meet the requirements of paragraph A and for all applicants who do not meet the time period set forth, any repair, reconstruction, or rebuilding that occurs must comply with all requirements of the UDO and the City Code of Southport.

(Ord. of 7-14-11)

Sec. 4-106. Non-single-family structures (commercial, industrial, multi-family, etc.).

- (a) Any structure, other than a single-family or duplex dwelling unit, that sustains damage or is destroyed must submit a complete planning emergency permitting application in order to be reviewed under this division. The application shall include such information and documentation as may be reasonably required by the administrator, including all the following items:
 - (1) A planning emergency permit and permitting affidavit, available in the planning department and building inspections division.
 - (2) Two copies of all approved plans or two (2) copies of an as-built survey.
 - (3) Any other documentation as required by the administrator.
- (b) The requirements of the UDO and the City Code of Southport shall be met, except as modified herein.
- (c) For applicants who cannot meet the requirements of paragraph A and for all applicants who do not meet the time period set forth, any repair, reconstruction, or rebuilding that occurs must comply with all requirements of the UDO and the City Code of Southport.

(Ord. of 7-14-11)

Sec. 4-107. Landscape and tree standards.

Non single-family properties that sustain damage or are destroyed as a direct result of a disaster must meet the current requirements of the UDO in article eighteen (18) for landscaping and comply with an approved landscape plan. The timeframe for meeting this requirement shall be extended to three (3)

years, with one-third ($\frac{1}{3}$) of the required planting to be done in each of the three (3) years. The three-year time period will begin when the property is issued a certificate of occupancy by the city.

(Ord. of 7-14-11)

Sec. 4-108. Applications under review at the time of a disaster.

- (a) All action on applications for development, subdivision, or other approvals or permits that are reviewed and acted on by the administrator that are submitted during or are in progress at the time of a state of emergency due to a disaster declaration by the mayor shall be suspended for such time as the administrator deems necessary, provided that such suspension shall not exceed eighteen (18) months. The time frames established for reviews as set forth elsewhere shall be suspended during this period. All such applications shall be reviewed and acted on based on the provisions in effect at the time the application was deemed complete.
- (b) All applications for approvals or permits that are reviewed and acted on by the board of adjustment, the planning board, or the board of aldermen that are submitted during or are in progress at the time of a state of emergency due to a disaster declaration by the mayor shall be suspended until such time that the board can reasonably schedule any required public hearings and meetings to review and act on such applications, provided that such suspension shall not exceed eighteen (18) months. All such applications shall be reviewed and acted on based on the provisions in effect at the time the application was deemed complete.

(Ord. of 7-14-11)

Subdivision II. Temporary Single-Family Uses

Sec. 4-109. Purpose.

The purpose of this subdivision is to allow single-family dwelling owners to place a temporary dwelling on the property where the damaged or destroyed dwelling is located, while the existing single-family dwelling is being repaired or rebuilt.

(Ord. of 7-14-11)

Sec. 4-110. Applicability.

- (a) This subdivision shall apply in all cases where any single-family dwelling, as defined in the Southport UDO, is damaged or destroyed as a direct result of any event that has been declared a state of emergency due to a disaster, as defined in the City Code of Southport. In such cases where these provisions conflict with other provisions, the provisions here shall take precedence.
- (b) These provisions shall be in effect for six (6) months from the date the board of aldermen declares the city is ready to begin receiving applications for permits. At their discretion, the board of aldermen may extend this time period by resolution.

(Ord. of 7-14-11)

Sec. 4-111. Provisions.

- (a) Single-family dwelling owners shall place the temporary dwelling within the legal limits of the property where the damaged or destroyed dwelling is located.
- (b) Each single-family property is limited to one (1) temporary dwelling.

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- (c) The dwelling shall be travel ready.
 - (d) Basic sanitation facilities shall be in place prior to placement of the temporary dwelling.
 - (e) The location of the temporary dwelling shall comply with health and safety regulations as stated by the building inspector and the fire marshal and as approved by the administrator.

(Ord. of 7-14-11)

Subdivision III. Temporary Non-Residential Uses

Sec. 4-112. Purpose.

The purpose of this subdivision is to allow permitted non-residential uses to place a temporary non-residential unit on the property where the damaged or destroyed non-residential use is located, while the existing non-residential use is being repaired or rebuilt.

(Ord. of 7-14-11)

Sec. 4-113. Applicability.

- (a) This subdivision shall apply in all cases where any non-residential use, as defined in the UDO, is damaged or destroyed as a direct result of any event that has been declared a state of emergency due to a disaster, as defined in the City Code of Southport. In such cases where the provisions of this subdivision conflict with other UDO or City Code provisions, the provisions of this subdivision shall take precedence.
- (b) These provisions shall be in effect for six (6) months from the date the board of aldermen declares the city is ready to begin receiving applications for permits. At their discretion, the board of aldermen may extend this time period by resolution.

(Ord. of 7-14-11)

Sec. 4-114. Provisions.

- (a) Non-residential uses shall place temporary unit(s) within the legal limits of the property where the damaged or destroyed non-residential use is located.
- (b) Temporary non-residential units shall be travel ready.
- (c) Basic sanitation facilities shall be in place prior to placement of the temporary non-residential units.
- (d) The location of the temporary non-residential units shall comply with health and safety regulations as stated by the building inspector and the fire marshal and as approved by the administrator.

(Ord. of 7-14-11)

Sec. 4-115. Reserved.

DIVISION 3. MINIMUM HOUSING REGULATIONS

Secs. 4-116. General Provisions

(A) Scope. The provisions of this chapter and of the regulatory codes herein adopted shall apply to the following:

(1.) The location, design, materials, equipment, construction, reconstruction, alteration, repair, maintenance, moving, demolition, removal, use and occupancy of every dwelling or any appurtenances connected, attached, or used in connection with any dwelling;

(2.) The installation, erection, alteration, repair, use and maintenance of plumbing systems consisting of building sewers, building drains, waste and vent systems, hot and cold-water supply systems, and all fixtures and appurtenances thereof;

(3.) The installation, erection, alteration, repair, use and maintenance of mechanical systems consisting of heating, ventilating, air conditioning or refrigerating systems, fuel burning equipment, and appurtenances thereof; and

(4.) The installation, erection, alteration, repair, use and maintenance thereof.

(B.) Jurisdiction. The provisions of this chapter and of the regulatory codes herein adopted shall apply within the corporate limits of the city and within the city's extraterritorial jurisdiction beyond and surrounding the corporate limits as shown on the official zoning map of the city (if applicable).

(C.) State Building Code Adopted. The current version of the North Carolina State Building Code is hereby adopted, and any later adopted versions of the State Building Code shall be deemed adopted by the city without further action by the Board of Aldermen.

(D.) Compliance with the Building Code. All dwellings, nonresidential buildings and other structures which are hereafter constructed, reconstructed, erected, altered, extended, enlarged, repaired, demolished, or moved shall conform to the requirements of the North Carolina State Building Code.

Secs. 4-117. Minimum Housing Standards.

(A.) Findings. Pursuant to G.S. § 160D-1203, it is hereby found and declared that there exist in the city dwellings which are unfit for human habitation due to dilapidation, defects increasing the hazards of fire, accidents and other calamities, lack of ventilation, light and sanitary facilities, and due to other conditions rendering the dwellings unsafe or unsanitary, and dangerous and detrimental to the health, safety and morals, and otherwise inimical to the welfare of the residents of the city.

(B) Purpose. In order to protect the health, safety and welfare of the residents of the city, as authorized by G.S. § 160D-1203et seq., it is the purpose of this chapter to establish minimum standards of fitness for the initial and continued occupancy of all buildings used for human habitation, as expressly authorized by G.S. § 160D-1203.

(C.) Definitions. For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

Basement. A portion of a building which is located partly underground, having direct access to light and air from windows located above the level of the adjoining ground.

Cellar. A portion of a building located partly or wholly underground having inadequate access to light and air from windows located partly or wholly below the level of the adjoining ground.

Deteriorated. A dwelling which is unfit for human habitation and can be repaired, altered, or improved to comply with all of the minimum standards established by this chapter, at a cost not in excess of 50% of its value, as determined by finding of the Inspector.

Dilapidated. A dwelling which is unfit for human habitation and cannot be repaired, altered or improved to comply with all of the minimum standards established by this chapter at a cost not in excess of 50% of its value, as determined by a finding of the Inspector.

Dwelling. Any building, structure, manufactured home or mobile home, or part thereof, used and occupied for human habitation or intended to be so used, and includes any outhouses and appurtenances belonging thereto or usually enjoyed therewith, except that a “dwelling” does not include any manufactured home or mobile home, which is used solely for a seasonal vacation purpose, or other temporary housing. See, “Temporary Housing,” below.

Dwelling, dwelling unit, rooming house, rooming unit, premises. Shall be construed as though they were followed by the words or any part thereof.

Dwelling unit. Any room or group of rooms located within a dwelling and forming a single habitable unit with facilities which are used or intended to be used for living, sleeping, cooking and eating.

Extermination. The control and elimination of insects, rodents or other pests by eliminating their harborage places; by removing or making inaccessible materials that may serve as their food; by poisoning, spraying, fumigating, trapping or by any other recognized and legal pest elimination methods approved by the Inspector.

Garbage. The animal and vegetable waste resulting from the handling, preparation, cooking and consumption of food.

Habitable room. A room or enclosed floor space used or intended to be used for living, sleeping, cooking, or eating purposes, excluding bathrooms, water closet compartments, laundries, heater rooms, foyers or communicating corridors, closets and storage spaces.

Infestation. The presence, within or around a dwelling, of any insects, rodents or other pests in a number as to constitute a menace to the health, safety or welfare of the occupants or the public.

Inspector. A Building Inspector or any other official or employee of the city authorized by ordinance to exercise the powers and duties of this chapter. The term “Inspector” shall have the same meaning as “public officer,” as that term is used in G.S. Chpt. 160A, Art. 19., Part 6, “Minimum Housing Standards.”

Manufactured home. Means a structure as defined in G.S. § 143-145(7). A manufactured home may also be referred to as a “mobile home.”

Multiple dwelling. Any dwelling containing more than two dwelling units.

Occupant. Any person over one year of age, living, sleeping, cooking or eating in, or having actual possession of a dwelling unit or rooming unit.

Operator. Any person who has charge, care or control of a building, or part thereof, in which dwelling units or rooming units are let.

Owner. The holder of fee simple title to real property and every mortgagee of record.

Parties in interest. All individuals, associations and corporations who have interests of record in a dwelling and any who are in possession thereof.

Plumbing. All of the following supplied facilities and equipment: gas pipes, gas burning equipment, water pipes, mechanical garbage disposal units (mechanical sink grinder), waste pipes, water closets, sinks, installed dishwashers, lavatories, bathtubs, shower baths, installed clothes washing machines, catch basin, drains, vents, and any other similar supplied fixtures, together with all connections to water, sewer, or gas lines.

Public authority. The city Housing Authority or any officer who is in charge of any department or branch of the government of the city of Southport or Brunswick County or the State of North Carolina relating to health, fire, building regulations or other activities concerning dwellings in the city.

Rooming house. Any dwelling, or that part of any dwelling containing one or more rooming units, in which space is let by the owner or operator to three or more persons who are not husband and wife, son or daughter, mother or father or sister or brother of the owner or operator.

Rooming unit. Any room or group of rooms forming a single habitable unit, used or intended to be used for living and sleep, but not for cooking or eating purposes.

Rubbish. Combustible and noncombustible waste materials, except garbage and ashes, and the term shall include paper, rags, cartons, boxes, wood, excelsior, rubber, leather, tree branches, yard trimmings, tin cans, metals, mineral matter, glass crockery and dust.

Supplied. Paid for, furnished, or provided by, or under the control of, the owner or operator.

Temporary housing. Any tent, trailer or other structure used for human shelter which is designed to be transportable, and which is not attached to the ground, to another structure, or to any utilities system on the same premises for more than thirty (30) consecutive days.

Unfit for human habitation. Conditions which exist in a dwelling which violate or do not comply with one or more of the minimum standards of fitness or one or more of the requirements established by this chapter.

(D.) Fitness Of Dwellings And Dwelling Units.

(1.) Every dwelling and dwelling unit used as a human habitation, or held out for use as a human habitation, shall comply with the North Carolina State Building Code and all of the minimum standards of fitness for human habitation and other requirements this code.

(2.) No person shall occupy as owner-occupant or let to another for occupancy or use as a human habitation, any dwelling or dwelling unit which does not comply with the North Carolina State Building Code and all of the minimum standards of fitness for human habitation and other requirements of this code.

(E.) Structural Condition.

(1.) Walls or partitions or supporting members, sills, joists, rafters, or other structural members shall not list, lean or buckle, and shall not be rotted, deteriorated, or damaged, and shall not have holes or cracks which might admit rodents.

(2.) Floors or roofs shall have adequate supporting members and strength to be reasonably safe for the purpose used.

(3.) Foundations, foundation walls, piers or other foundation supports shall not be deteriorated or damaged.

(4.) Steps, stairs, landings, porches or other parts or appurtenances shall be maintained in a condition that they will not fail or collapse.

(5.) Adequate facilities for egress in case of fire or panic shall be provided.

(6.) Interior walls and ceilings of all rooms, closets and hallways shall be finished of suitable materials, which will, by use of reasonable household methods, promote sanitation and cleanliness, and shall be maintained in a manner so as to enable the occupants to maintain reasonable privacy between various spaces.

(7.) The roof, flashings, exterior walls, basement walls, floors and all doors and windows exposed to the weather shall be constructed and maintained so as to be weather and watertight.

(8.) There shall be no chimneys or parts thereof which are defective, deteriorated or in danger of falling, or in a condition or location to constitute a fire hazard.

(9.) There shall be no use of the ground for floors, or wood floors on the ground.

(F.) Basic Equipment And Facilities.

(1.) Plumbing system. Each dwelling unit shall be connected to a potable water supply and to the public sewer or other approved sewage disposal system.

(2.) Each dwelling unit shall contain not less than a kitchen sink, lavatory, tub or shower, water closet, and adequate supply of both cold water and hot water.

(a) All water shall be supplied through an approved pipe distribution system connected to a potable water supply.

(b) All plumbing fixtures shall meet the standards of the North Carolina State Building Code and shall be maintained in a state of good repair and in good working order.

(c) All required plumbing fixtures shall be located within the dwelling unit and be accessible to the occupants of the same.

(d) The water closet and tub or shower shall be located in a room or rooms affording privacy to the user.

(3.) Heating system. Every dwelling and dwelling unit shall have facilities for providing heat in accordance with either division (a) or (b) below.

(a) Central and electric heating systems. Every central or electric heating system shall be of sufficient capacity, and shall be connected, so as to heat all habitable rooms, bathrooms, and water closet compartments in every dwelling unit to a minimum temperature of 70°F measured at a point three (3) feet above the floor.

(b) Other heating facilities. Where a central or electric heating system is not provided, each dwelling and dwelling unit shall be provided with sufficient fireplaces, chimneys, flues, or gas vents whereby heating appliances may be connected so as to heat all habitable rooms to a minimum temperature of 70°F measured three (3) feet above the floor.

(c) Portable kerosene heaters. Portable kerosene heaters are not acceptable as a permanent source of heat but may be used as a supplementary source in single family dwellings and duplex units. An owner who has complied shall not be held in violation of this subsection where an occupant of a dwelling unit uses a kerosene heater as a primary source of heat.

(4.) Electrical system.

(a.) Every dwelling and dwelling unit shall be wired for electric lights and convenience receptacles. Every habitable room shall contain at least two (2) floor or wall-type electric convenience receptacles, connected in a manner as determined by the North Carolina State Building Code.

(b.) There shall be installed in every bathroom, water closet room, laundry room and furnace room, at least one supplied ceiling, or wall-type electric light fixture.

(c.) In the event wall or ceiling light fixtures are not provided in any habitable room, then each habitable room shall contain at least three floor or wall-type electric convenience receptacles.

(d) Every public hall and stairway in every multi-dwelling shall be adequately lit by electric lights at all times when natural daylight is not sufficient.

(e.) All fixtures, receptacles, equipment, wiring shall be maintained in a state of good repair, safe, capable of being used, and installed in accordance with the North Carolina State Building Code.

(5.) Ventilation.

(a.) Every habitable room shall have at least one (1) window or skylight facing directly to the outdoors.

(b.) The minimum total window area, measured between stops, for every habitable room shall be 10% of the floor area of the room.

(c.) Whenever walls or other portions of structures face a window or any room and the light-obstructing structures are located less than five (5) feet from the window and extend to a level above that of the ceiling of the room, the window shall not be deemed to face directly to the outdoors and shall not be included as contributing to the required minimum total window area.

(d.) Whenever the only window in a room is a skylight-type window in the top of the room, the total window area of the skylight shall equal at least 15% of the total floor area of the room.

(6.) Habitable rooms.

(a.) Every habitable room shall have at least one (1) window or skylight which can easily be opened, or other device as will adequately ventilate the room.

(b.) The total openable window area in every habitable room shall be equal to at least 45% of the minimum window area size or minimum skylight-type window size as required, or shall have other approved, equivalent ventilation.

(c.) Bathroom and water closet rooms. Every bathroom and water closet compartment shall comply with the light and ventilation requirements for habitable rooms except that no window or skylight shall be required in adequately ventilated bathrooms and water closet rooms equipped with an approved ventilation system.

(G.) Space, Use And Location.

(1.) Room sizes. Every dwelling unit shall contain at least the minimum room size in each habitable room as required by the North Carolina State Building Code.

(a.) Every dwelling unit shall contain at least 150 square feet of habitable floor area for the first occupant, at least 100 square feet of additional habitable area for each of the next three (3) occupants, and at least seventy-five (75) square feet of additional habitable floor area for each additional occupant.

(b.) In every dwelling unit and in every rooming unit, every room occupied for sleeping purposes by one occupant shall contain at least seventy (70) square feet of floor area, and every room occupied for sleeping purposes by more than one (1) occupant shall contain at least fifty (50) square feet of floor area for each occupant twelve (12) years of age and over and at least thirty-five (35) square feet of floor area for each occupant under twelve (12) years of age.

(2.) Ceiling height. At least one-half (1/2) of the floor area of every habitable room shall have a ceiling height of not less than seven (7) feet and six (6) inches.

(3.) Floor area calculation.

(a.) Floor area shall be calculated on the basis of habitable room area. However, closet area and wall area within the dwelling unit may count for not more than 10% of the required habitable floor area.

(b.) The floor area of any part of any room where the ceiling height is less than four and one-half (4 1/2) feet shall not be considered as part of the floor area computing the total area of the room to determine maximum permissible occupancy.

(4.) Cellar. No cellar shall be used for living purposes.

(5.) Basements. No basement shall be used for living purposes unless:

(a.) The floor and walls are substantially watertight;

(b.) The total window area, total openable window area and ceiling height are equal to those required for habitable rooms; and

(c.) The required minimum window area of every habitable room is entirely above the grade adjoining the window area, except where the window or windows face a stairwell, window well or access way.

(H.) Safe And Sanitary Maintenance.

(1.) Exterior foundation, walls, and roofs.

(a.) Every foundation wall, exterior wall and exterior roof shall be substantially weather tight and rodent proof, shall be kept in sound condition and good repair, shall be capable of affording privacy; shall be safe to use and capable of supporting the load which normal use may cause to be placed thereon.

(b.) Every exterior wall shall be protected with paint or other protective covering to prevent the entrance or penetration of moisture or the weather.

(2.) Interior floors, walls, and ceilings. Every floor, interior wall and ceiling shall be substantially rodent proof, shall be kept in sound condition and good repair and shall be safe to use and capable of supporting the load which normal use may cause to be placed thereon.

(3.) Windows and doors. Every window, exterior door, basement or cellar door, and hatchway shall be substantially weather tight, watertight, and rodent proof, and shall be kept in sound working condition and good repair.

(4.) Stairs, porches, and appurtenances. Every outside and inside stair, porch and any appurtenance thereto shall be safe to use and capable of supporting the load that normal use may cause to be placed thereon; and shall be kept in sound condition and good repair.

(5.) Bathroom floors. Every bathroom floor surface and water closet compartment floor surface shall be constructed and maintained so as to be reasonably impervious to water and so as to permit the floor to be easily kept in a clean and sanitary condition.

(6.) Supplied facilities. Every supplied facility, piece of equipment or utility which is required under this chapter shall be so constructed or installed that it will function safely and effectively and shall be maintained in satisfactory working condition.

(7.) Drainage. Every yard shall be properly graded so as to obtain thorough drainage and so as to prevent the accumulation of stagnant water.

(8.) Noxious weeds. Every yard and all exterior property areas shall be kept free of species of weeds or plant growth which are noxious or detrimental to health.

(9.) Egress. Every dwelling unit shall be provided with adequate means of egress as required by the North Carolina State Building Code.

(I.) Control Of Insects, Rodents, And Infestations.

(1.) Screens. In every dwelling unit, for protection against mosquitoes, flies and other insects, every door opening directly from a dwelling unit to outdoor space shall have supplied and installed screens and a self-closing device; and every window or other device with openings to outdoor space, used or intended to be used for ventilation, shall likewise be supplied with screens installed.

(2.) Rodent control. Every basement or cellar window used or intended to be used for ventilation, and every other opening to a basement which might provide an entry for rodents, shall be supplied with screens installed or other approved device as will effectively prevent their entrance.

(3.) Infestation.

(a.) Every occupant of a dwelling containing a single dwelling unit shall be responsible for the extermination of any insects, rodents, or other pests therein or on the premises; and every occupant of a dwelling unit in a dwelling containing more than one dwelling unit shall be responsible for the extermination whenever his or her dwelling unit is the only one infested.

(b.) Whenever infestation is caused by failure of the owner to maintain a dwelling in a rodent proof or reasonably insect proof condition, extermination shall be the responsibility of the owner.

(c.) Whenever infestation exists in two or more dwelling units in any dwelling or in the shared or public parts of any dwelling containing two or more dwelling units, extermination shall be the responsibility of the owner.

(4.) Rubbish storage and disposal. Every dwelling and every dwelling unit shall be supplied with approved containers and covers for storage of rubbish as required by city ordinances, and the owner, operator, or agent in control of the dwelling or dwelling unit shall be responsible for the removal of rubbish.

(5.) Garbage storage and disposal. Every dwelling and every dwelling unit shall be supplied with an approved garbage disposal facility, which may be an adequate mechanical garbage disposal unit (mechanical sink grinder) in each dwelling unit or an incinerator unit, to be approved by a city Building Inspector, in the structure for the use of the occupants of each dwelling unit, or an approved outside garbage can as required by city ordinances.

(J.) ROOMING HOUSES; EXCEPTIONS.

All of the provisions of this chapter, and all of the minimum standards and requirements of this chapter, shall be applicable to rooming houses, and to every person who operates a rooming house, or who occupies or lets to another for occupancy any rooming unit in any rooming house, except as provided in the following divisions.

(1.) Water closet, hand lavatory and bath facilities.

(a.) At least one (1) water closet, lavatory basin and bathtub or shower, properly connected to an approved water and sewer system and in good working condition, shall be supplied for each four (4) rooms within a rooming house wherever the facilities are shared.

(b.) All the facilities shall be located within the residence building served and shall be directly accessible from a common hall or passageway and shall be not more than one (1) story removed from any of the persons sharing the facilities. at all times.

(c.) Every lavatory basin and bathtub or shower shall be supplied with hot and cold water.

(d.) The required facilities shall not be located in a cellar.

(2.) Minimum floor area for sleeping purposes. Every room occupied for sleeping purposes by one (1) occupant shall contain at least seventy (70) square feet of floor area,

and every room occupied for sleeping purposes by more than one (1) occupant shall contain at least (fifty) 50 square feet of floor area for each occupant (twelve) 12 years of age and over and at least (thirty-five) 35 square feet of floor area for each occupant under (twelve) 12 years of age.

(3.) Sanitary conditions. The operator of every rooming house shall be responsible for the sanitary maintenance of all walls, floors, and ceilings, and for the sanitary maintenance of every other part of the rooming house; and he or she shall be further responsible for the sanitary maintenance of the entire premises where the entire structure or building within which the rooming house is contained is leased or occupied by the operator.

(4.) Sanitary facilities. Every water closet, flush urinal, lavatory basin and bathtub or shower required by subsection (A) above shall be located within the rooming house and within a room or rooms which afford privacy and are separate from the habitable rooms, and which are accessible from a common hall and without going outside the rooming house or through any other room therein.

(K.) Responsibilities Of Owners And Occupants.

(1.) Public areas. Every owner of a dwelling containing two or more dwelling units shall be responsible for maintaining in a clean and sanitary condition the shared or public areas of the dwelling and premises thereof.

(2.) Cleanliness. Every occupant of a dwelling or dwelling unit shall keep in a clean and sanitary condition that part of the dwelling, dwelling unit, and premises thereof which he or she occupies and controls.

(3.) Rubbish and garbage.

(a.) Every occupant of a dwelling or dwelling unit shall dispose of all his or her rubbish and garbage in a clean and sanitary manner.

(4.) Supplied plumbing fixtures. Every occupant of a dwelling unit shall keep all supplied plumbing fixtures therein in a clean and sanitary condition and shall be responsible for the exercise of reasonable care in the proper use and operation of the same.

(5.) Care of facilities, equipment, and structure. No occupant shall willfully destroy, deface or impair any of the facilities or equipment, or any part of the structure of a dwelling or dwelling unit.

(L.) Inspector; Powers And Duties.

(1.) Inspector appointed. The city Administrator is hereby appointed to serve as the Minimum Housing Inspector. The city Administrator may delegate these duties to any city employee or contractor.

(2.) Duties. It shall be the duty of the Inspector:

(a.) To investigate the dwelling conditions, and to inspect dwellings and dwelling units located in the city, in order to determine which dwellings and dwelling units are unfit for human habitation, and for the purpose of carrying out the objectives of this chapter with respect to the dwellings and dwelling units;

(b.) To take action, together with other appropriate departments and agencies, public and private, as may be necessary to effect rehabilitation of housing which is deteriorated;

(c.) To keep a record of the results of inspections made under this chapter and an inventory of those dwellings that do not meet the minimum standards of fitness herein prescribed; and

(d.) To perform the other duties as may be herein prescribed.

(3.) Powers. The Inspector is authorized to exercise the powers as may be necessary or convenient to carry out and effectuate the purpose and provisions of this chapter including the following powers in addition to others herein granted:

(a.) To investigate the dwelling conditions in the city in order to determine which dwellings therein are unfit for human habitation;

(b.) To administer oaths and affirmations, examine witnesses and receive evidence;

(c.) To enter upon premises for the purpose of making examinations and inspections; provided, the entries shall be made in accordance with law and in the manner as to cause the least possible inconvenience to the persons in possession; and

(d.) To appoint and fix the duties of the officers, agents, and employees as he or she deems necessary to carry out the purpose of this chapter.

(4.) Relief from personal liability. Any official, officer, employee, or authorized qualified third-party agency or individual charged with the enforcement of this code, while acting for the city, shall not thereby be rendered liable personally, and is hereby relieved from all personal liability for any damage accruing to persons or property as a result of an act required or permitted in the discharge of the official duties described herein.

(M.) Procedure For Enforcement; Service Of Complaints And Orders.

(1.) Procedure for enforcement.

(a.) Preliminary investigation; notice; hearing.

(i) Whenever a petition is filed with the Inspector by a public authority or by at least five (5) residents of the city charging that any dwelling or dwelling unit is unfit for human habitation, or whenever it appears to the Inspector, upon inspection, that any dwelling or dwelling unit is unfit for human habitation, he or she shall if his or her preliminary investigation discloses a basis for the charges, issue and cause to be served upon the owner of and parties in interest in the dwelling or dwelling unit a complaint stating the charges and containing a notice that a hearing will be held before the Inspector at a place therein fixed, not less than ten (10) nor more than thirty (25) days after the serving of the complaint.

(ii) The owner or any party in interest shall have the right to file an answer to the complaint and to appear in person, or otherwise, and give testimony at the place and time fixed in the complaint.

(iii) Notice of the hearing shall also be given to at least one of the persons signing a petition relating to the dwelling.

(iv) Any person desiring to do so may attend the hearing and give evidence relevant to the matter being heard.

(v) Hearings before the Inspector shall be quasi-judicial in nature. The rules of evidence prevailing in courts of law or equity shall not be controlling in hearings before the Inspector.

(b.) Procedure after hearing.

(i) After the notice and hearing, the Inspector shall state in writing his or her determination whether the dwelling or dwelling unit is unfit for human habitation. If the Inspector determines the dwelling or dwelling unit is unfit for human habitation, then he or she shall also determine whether the structure is deteriorated or dilapidated.

(ii) If the Inspector determines that the dwelling or dwelling unit is deteriorated, he or she shall state in writing his or her findings of fact in support of the determination, and shall issue and cause to be served upon the owner thereof an order directing and requiring the owner to repair, alter and improve the dwelling or dwelling unit to comply with the minimum standards of fitness established by this chapter within a specified period of time, not to exceed ninety (90) days.

(iii) If the Inspector determines that the dwelling or dwelling unit is deteriorated, the order may also require that the property be vacated and closed. The Inspector may issue an order to vacate and close only if the

Inspector determines in writing that continued occupancy during the time allowed for repair will present a significant threat of bodily harm, taking into account the nature of the necessary repairs, alterations, or improvements; the current state of the property; and any additional risks due to the presence and capacity of minors under the age of eighteen (18) or occupants with physical or mental disabilities.

(iv) If the Inspector determines that the dwelling is dilapidated, he or she shall state in writing his or her findings of fact to support the determination, and shall issue and cause to be served upon the owner thereof an order directing and requiring the owner to either repair, alter and improve the dwelling or dwelling unit to comply with the minimum standards of fitness established by this chapter or else vacate and remove or demolish the same within a specified period of time not to exceed ninety (90) days. However, notwithstanding any other provision of law, if the dwelling is located in a historic district of the city and the city's Historic District Commission determines, after a public hearing as provided by ordinance, that the dwelling is of particular significance or value toward maintaining the character of the district, and the dwelling has not been condemned as unsafe, the order may require that the dwelling be vacated and closed consistent with G.S. § 160D-1203.

(v) An order issued shall also state:

1. That the failure to make timely repairs as directed in the order shall make the dwelling subject to the issuance of an unfit order; and
2. That any person aggrieved by the order may appeal the decision to the Zoning Board of Adjustment within thirty (30) days from the rendering of the decision or service of the order.

(2.) Whenever the Inspector orders a dwelling be vacated and closed or removed or demolished, notice of the order shall be given by first-class mail to any organization involved in providing or restoring dwellings for affordable housing that has filed a written request for such notices. A minimum period of forty-five (45) days from the mailing of such notice shall be given before removal or demolition by action of the Inspector, to allow the opportunity for any organization to negotiate with the owner to make repairs, lease, or purchase the property for the purpose of providing affordable housing. The Inspector or city Clerk shall certify the mailing of the notices, and the certification shall be conclusive in the absence of fraud. Only an organization that has filed a written request for such notices may raise the issue of failure to mail such notices, and the sole remedy shall be an order requiring the Inspector to wait forty-five (45) days before causing removal or demolition.

(3.) Methods of service of complaints and orders.

(a.) Complaints or orders issued by the Inspector shall be served upon persons either personally or by registered or certified mail. When service is made by registered or certified mail, a copy of the complaint or order may also be sent by regular mail. Service shall be deemed sufficient if the registered or certified mail is unclaimed or refused, but the regular mail is not returned by the post office within ten (10) days after the mailing. If regular mail is used, notice of the pending proceedings shall be posted in a conspicuous place on the premises affected.

(b.) If the identities of any owners or the whereabouts of persons are unknown and cannot be ascertained by the Inspector in the exercise of reasonable diligence, or, if the owners are known but have refused to accept service by registered or certified mail, and the Inspector makes an affidavit to that effect, then the serving of the complaint or order upon the owners or other persons may be made by publication in a newspaper having general circulation in the city at least once no later than the time at which personal service would be required under this chapter. When service is made by publication, notice of the pending proceedings shall be posted in a conspicuous place on the premises thereby affected.

(N.) Failure To Comply With An Order.

(1.) Failure to comply with an order – in personam remedy. Pursuant to G.S. § 160D-1203, if the owner of any deteriorated dwelling or dwelling unit shall fail to comply with an order of the Inspector to repair, alter or improve the same within the time specified therein, or if the owner of a dilapidated dwelling shall fail to comply with an order of the Inspector to vacate and close, and remove or demolish the same within the time specified therein, the Inspector may submit to the Board of Alderman a resolution directing the city Attorney to institute any appropriate action in the Brunswick County Superior Court for an order directing the owner and/or occupants to comply with the order of the Inspector; to otherwise prevent the unlawful erection, construction, reconstruction, alteration or use; to restrain, correct or abate the violation; to prevent the occupancy of the dwelling; or to prevent any illegal act, conduct or use in or about the premises of the dwelling.

(2.) Failure to comply with an order – in rem remedy.

(a.) If the owner of any deteriorated or dilapidated dwelling or dwelling unit shall fail to comply an order of the Inspector issued pursuant to this chapter, the Inspector may petition the Board of Alderman adopt an ordinance authorizing the Inspector to carry the Inspector's order into effect. Upon adoption of said ordinance, the Inspector shall proceed to cause the dwelling or dwelling unit to be repaired, altered or improved to comply with the minimum standards of fitness established by this chapter or to be vacated and closed and removed or demolished, as directed by the ordinance of the Board of Alderman and shall cause to be posted on the main entrance of the dwelling or dwelling unit a placard with the following words: "This building is unfit for human habitation;

the use or occupation of this building for human habitation is prohibited and unlawful.”

(b.) No ordinance adopted by the Board of Alderman shall direct the Inspector to take an action other than those actions specified in the Inspector’s written order, except that the Board may allow additional time to repair a dwelling.

(c.) No ordinance shall be adopted to require demolition of a dwelling until the owner has first been given a reasonable opportunity to bring it into conformity with the city Minimum Housing Code.

(d.) Occupation of a building so posted shall constitute a Class 1 misdemeanor.

(3.) Each ordinance shall be recorded in the office of the Brunswick County Register of Deeds and shall be indexed in the name of the property owner in the grantor index.

(O.) Costs A Lien On Premises; Sale Of Materials.

(1.) As provided by G.S. § 160D-1203, the amount of the cost of any repairs, alterations or improvements, or vacating and closing, or removal or demolition, caused to be made or done by the Inspector shall be a lien against the real property upon which the cost was incurred, which lien shall be filed, have the same priority, and be collected as the lien for special assessment provided in G.S. Chapter. 160D-1203.

(2.) If the real property upon which the cost was incurred is located within the corporate limits of the city, then the amount of the cost is also a lien on any other real property of the owner located within the city limits or within one (1) mile thereof except for the owner’s primary residence. The additional lien provided in this subdivision is inferior to all prior liens and shall be collected as a money judgment.

(3.) If the dwelling is removed or demolished by the Inspector, he or she shall sell the materials of the dwelling, and any personal property, fixtures or appurtenances found in or attached to the dwelling, and shall credit the proceeds of the sale against the cost of the removal or demolition and any balance remaining shall be deposited in the Brunswick County Superior Court by the Inspector, shall be secured in a manner directed by the Court, and shall be disbursed by the Court to the persons found to be entitled thereto by final order or decree of the Court. Nothing in this subsection shall be construed to impair or limit in any way the power of the city to define and declare nuisances and to cause their removal or abatement by summary proceedings, or otherwise.

(P.) Abandonment Of Intent To Repair.

(1.) If the two following conditions exist, the Board may conduct a hearing to determine whether the owner has abandoned the intent and purpose to repair, alter or improve the dwelling in order to render it fit for human habitation.

(a.) the Board of Alderman has adopted an ordinance as provided in this chapter or the Inspector has issued an order determining a structure is deteriorated and ordering a dwelling to be repaired or vacated and closed; and

(b.) the dwelling has been vacated and closed for a period of one (1) year pursuant to the ordinance or order.

After a hearing, the Board finds that the owner has abandoned his or her intent to repair the dwelling and that the continuation of the dwelling in its vacated and closed status would be inimical to the health, safety, morals and welfare of the city in that the dwelling would continue to deteriorate, would create a fire and safety hazard, would be a threat to children and vagrants, would attract persons intent on criminal activities, would cause or contribute to blight and the deterioration of property values in the area, and would render unavailable property and a dwelling which might otherwise have been made available to ease the persistent shortage of decent and affordable housing in this State, then in such circumstances, the Board may, after the expiration of such one (1) year period, enact an ordinance and serve such ordinance on the owner, setting forth the following:

(i) If it is determined that the repair of the dwelling to render it fit for human habitation can be made at a cost not exceeding fifty percent (50%) of the then current value of the dwelling, the ordinance shall require that the owner either repair or demolish and remove the dwelling within ninety (90) days; or

(ii) If it is determined that the repair of the dwelling to render it fit for human habitation cannot be made at a cost not exceeding fifty percent (50%) of the then current value of the dwelling, the ordinance shall require the owner to demolish and remove the dwelling within ninety (90) days.

(Q.) Alternative And Supplemental Remedies.

(1.) Neither this chapter nor any of its provisions shall be construed to impair or limit in any way the power of the city to define and declare nuisances and to cause their abatement by summary action or otherwise, or to enforce this chapter by criminal process as authorized by G.S. § 14-4.

(2.) The enforcement of any remedy provided herein shall not prevent the enforcement of any other remedy or remedies provided herein or in other ordinances or laws.

(3.) If any occupant fails to comply with an order to vacate a dwelling, the Inspector, with authorization from the Board of Alderman, may file a civil action in the name of the city to remove such occupant. The action to vacate the dwelling shall be in the nature of summary ejectment and shall be commenced by filing a complaint naming as parties-defendant any person occupying such dwelling. The Brunswick County Clerk of Superior Court shall issue a summons requiring the defendant to appear before a magistrate at a

certain time, date and place not to exceed ten (10) days from the issuance of the summons to answer the complaint. The summons and complaint shall be served as provided in G.S. § 42-29. The summons shall be returned according to its tenor, and if on its return it appears to have been duly served, and if at the hearing the Inspector produces a certified copy of an ordinance adopted by the Board of Alderman pursuant to this chapter authorizing the Inspector to proceed to vacate the occupied dwelling, the magistrate shall enter judgment ordering that the premises be vacated and that all persons be removed. The judgment ordering that the dwelling be vacated shall be enforced in the same manner as the judgment for summary ejectment entered under G.S. § 42-30. An appeal from any judgment entered hereunder by the magistrate may be taken as provided in G.S. § 7A-228, and the execution of such judgment may be stayed as provided in G.S. § 7A-227. An action to remove an occupant of a dwelling who is a tenant of the owner may not be in the nature of a summary ejectment proceeding pursuant to this paragraph unless such occupant was served with notice at least thirty (30) days before the filing of the summary ejectment proceeding that the Board of Alderman has ordered the Inspector to proceed to exercise his or her duties pursuant to this chapter to vacate and close or remove and demolish the dwelling.

(R.) Appeals.

(1.) An appeal from any decision or order of the Inspector may be taken to the Zoning Board of Adjustment by any person aggrieved thereby or by any Officer, Board or Council of the city. Any appeal from the Inspector shall be taken within thirty (30) days from the rendering of the decision or service of the order by filing a notice of appeal with the Inspector, which notice shall specify the grounds upon which the appeal is based.

(2.) Upon the filing of any notice of appeal, the Inspector shall promptly transmit to the Zoning Board of Adjustment all the papers, photographs and other documents constituting the record upon which the decision appealed from was made.

(3.) When an appeal is from a decision of the Inspector refusing to allow the person aggrieved thereby to do any act, his or her decision shall remain in force until modified or reversed. When any appeal is from a decision of the Inspector requiring the person aggrieved to do any act, the appeal shall have the effect of suspending the requirement until the hearing by the Zoning Board of Adjustment, unless the Inspector certifies to the board, after the notice of appeal is filed with him or her, that because of facts stated in the certificate (a copy of which shall be furnished to the appellant), a suspension of his or her requirement would cause imminent peril to life or property. In that case the requirement shall not be suspended except by a restraining order, which may be granted for due cause shown upon not less than one (1) day's written notice to the Inspector, by the board, or by a court of record upon petition.

(4.) The Zoning Board of Adjustment shall fix a reasonable time for hearing appeals, shall give due notice to the parties, and shall render its decision within a reasonable time. Any party may appear in person or by agent or attorney. The board may reverse or affirm, wholly or partly, or may modify the decision or order appealed from, and may make any

decision and order that in its opinion ought to be made in the matter, and to that end it shall have all the powers of the Inspector, but the concurring vote of a majority of the members of the board shall be necessary to reverse or modify any decision or order of the Inspector. The board shall have power also in passing upon appeals, when practical difficulties or unnecessary hardships would result from carrying out the strict letter of the ordinance, to adapt the application of the ordinance to the necessities of the case to the end that the spirit of the ordinance shall be observed, public safety and welfare secured, and substantial justice done.

(5.) Every decision of the Zoning Board of Adjustment shall be subject to review by proceedings in the nature of certiorari instituted in the Brunswick County Superior Court within fifteen (15) days of the decision of the board, but not otherwise.

(6.) Any person aggrieved by an order issued by the Inspector, or a decision rendered by the Zoning Board of Adjustment may petition the Brunswick County Superior Court for an injunction restraining the Inspector from carrying out the order or decision and the court may, upon such petition, issue a temporary injunction restraining the Inspector pending a final disposition of the cause. The petition shall be filed within thirty (30) days after issuance of the order or rendering of the decision. Hearings shall be had by the court on a petition within twenty (20) days and shall be given preference over other matters on the court's calendar. The court shall hear and determine the issues raised and shall enter such final order or decree as law and justice may require. It shall not be necessary to file bond in any amount before obtaining a temporary injunction under this subsection.

(S.) Conflict With Other Provisions.

In the event any provision, standard or requirement of this chapter is found to be in conflict with any provision of any other ordinance or code of the city, the provision which establishes the higher standard or more stringent requirement for the promotion and protection of the health and safety of the residents of the city shall prevail.

(T.) Violations.

(1.) It shall be unlawful for the owner of any dwelling or dwelling unit to fail, neglect or refuse to repair, alter, or improve the same, or to vacate and close and remove or demolish the same, upon order of the Inspector duly made and served as herein provided, within the time specified in the order, and each day that any failure, neglect or refusal to comply with the order continues shall constitute a separate and distinct offense.

(2.) It shall be unlawful for the owner of any dwelling or dwelling unit, with respect to which an order has been issued pursuant to this chapter, to occupy or permit the occupancy of the same after the time prescribed in the order for its repair, alteration or improvement or its vacation and closing, and each day that the occupancy continues after the prescribed time shall constitute a separate and distinct offense.

(U.) Penalty And Enforcement.

(1.) In addition to the other remedies provided here in, any provision of this chapter may be enforced by any remedy, including but not limited to civil penalties as provided in Code Section 10.99 and G.S. § 160D-1203.

ARTICLE IV. SPECIFIC BUILDINGS¹

DIVISION 1. HOME OCCUPATIONS

Sec. 4-118. Generally.

Home occupation: Any business, profession or trade in which the principal income-generating work of the business, profession or trade is conducted principally within a dwelling unit or accessory structure by the inhabitants of the dwelling unit, which business use is incidental and secondary to the use of the property for dwelling purposes. Furthermore, in order to be classified as a home occupation, the business, profession, or trade must satisfy the following requirements:

- (1) Not more than twenty-five (25) percent of the gross floor area of the dwelling unit (excluding porch and garage areas) or five hundred (500) square feet, whichever is more, shall be used in the conduct of the home occupation. The twenty-five (25) percent or five hundred (500) square feet, whichever is more, may be used in either the dwelling unit or an accessory structure or a combination of the two (2).
- (2) There shall be no change in the outside appearance of the building or premises, or other visible evidence of the conduct of such home occupation other than one (1) sign, not exceeding eighteen (18) inches by twenty-five (25) inches in size, and may be lighted with indirect illumination of not more than seventy-five (75) watts per side and shall not be illuminated from 10 p.m. till 8 a.m.
- (3) There shall be no outside storage of anything connected with the home occupation, except one (1) vehicle used in connection with the business. Such vehicle may be no larger than a passenger van or pick-up truck.
- (4) No traffic shall be generated by such home occupation in greater volumes than would normally be expected in a residential neighborhood, and any need for parking generated by the conduct of such home occupation shall be in accordance with § 4-117 of this article, and other than in a required front yard.
- (5) No equipment or process shall be used in such home occupation which creates noise, vibration, glare, fumes, odors or electrical interferences detectable to the normal sense off the lot. In the case of electrical interference, no equipment or process shall be used which creates visual or audible interference in any radio or television receivers off the premises, or causes fluctuations in line voltage off the premises.
- (6) There shall not be more than one (1) person other than residents of the dwelling unit employed at the premises in connection with the home occupation.
- (7) In the event a home occupation is being conducted at the time of the adoption of this article which does not comply with the requirements of subsection (a) hereof, said home occupation

¹Editor's note(s)—Ordinance of October 11, 2001 did not specifically amend the Code. At the discretion of the editor said provisions have been added as §§ 4-116—4-132 as set out herein.

may continue provided that all requirements of subsections (b) through (f) are complied with. Any home occupation not complying with all requirements of subsections (b) through (f) is in violation of the Southport Zoning Ordinance and subject to all remedies allowed by law. If said home occupation does not meet the restrictions in subsection (a) at the time of the adoption of this article, no action can be taken to increase the non-conformity in any manner.

(Ord. of 10-11-01(1))

Sec. 4-119. Off-street parking.

- (a) *Remote parking space:* If the off-street parking space required by this article cannot be reasonably provided on the same lot on which the principal use is located, such space may be provided on any land within four hundred (400) feet of the main entrance to such principal use.
- (b) *Minimum parking requirements:* The following off-street parking space shall be required.

Residential & Related Uses	Required Off-Street Parking
Any residential use consisting of one (1) or more dwelling units.	Two (2) parking spaces on the same lot for each dwelling unit.
Home occupations (except medical doctor or dentist offices).	Two (2) parking spaces in addition to the residential parking requirement.

Parking space, off-street: An adequate size space (10'×20') for parking a vehicle with room for opening doors on both sides, proper access to streets and adequate maneuvering room.

(Ord. of 10-11-01(1))

Secs. 4-120—4-130. Reserved.

DIVISION 2: BED AND BREAKFAST (EXISTING)



BOARD OF ALDERMEN

AGENDA ITEM SUMMARY

DATE: 9/1/23 DEPARTMENT: Community Relations

PRESENTED BY: Randy Jones / Allayna Dail

ITEM SPONSORED BY: Community Relations

ITEM/TOPIC: Sign Replacement Project

COST: Unknown BUDGET LINE ITEM: 10-82-6170-2712

JUSTIFICATION: Unify and brand our signage across all City-owned entities and locations. As signs need to be updated and replaced, we will use the final design as our standard.

IMPACT IF NOT APPROVED: Signs will not be standardized throughout the City to allow for identification for tourists and residents.

DEPARTMENT HEAD COMMENTS: The Department was tasked with this project after multiple board and community comments were heard about different designs for current City Signs.

CITY MANAGER COMMENTS: I feel it is important to standardize the look, colors and design of City signs at City buildings and on City property to make identification of City buildings and property easier to decipher for all current and new/replacement signage.

ATTACHMENTS: Proposed mock-up of potential signs.

REQUESTED ACTION: Discussion and comments from the Board on the direction we should head in to finalize the sign designs

PROPOSED MOTION: Discussion only on the proposed design options. We can move this to a future meeting for a final vote by the Board of Aldermen.



City of Southport Sign Branding Project

Department of Community Relations

Randy Jones, Allayna Dail

Beautification Committee

Lynne Geimann

Mission: To unify and brand our signage across all City-owned entities.

Goal: As signs need to be updated and replaced, we will use this as our standard.



Hex Colors



Font Choice

Garamound

Example:

CITY OF SOUTHPORT

Example of Current Signs



Current Signs we would like to replace



Mock up of Suggested Designs

1.



2.



3.



4.

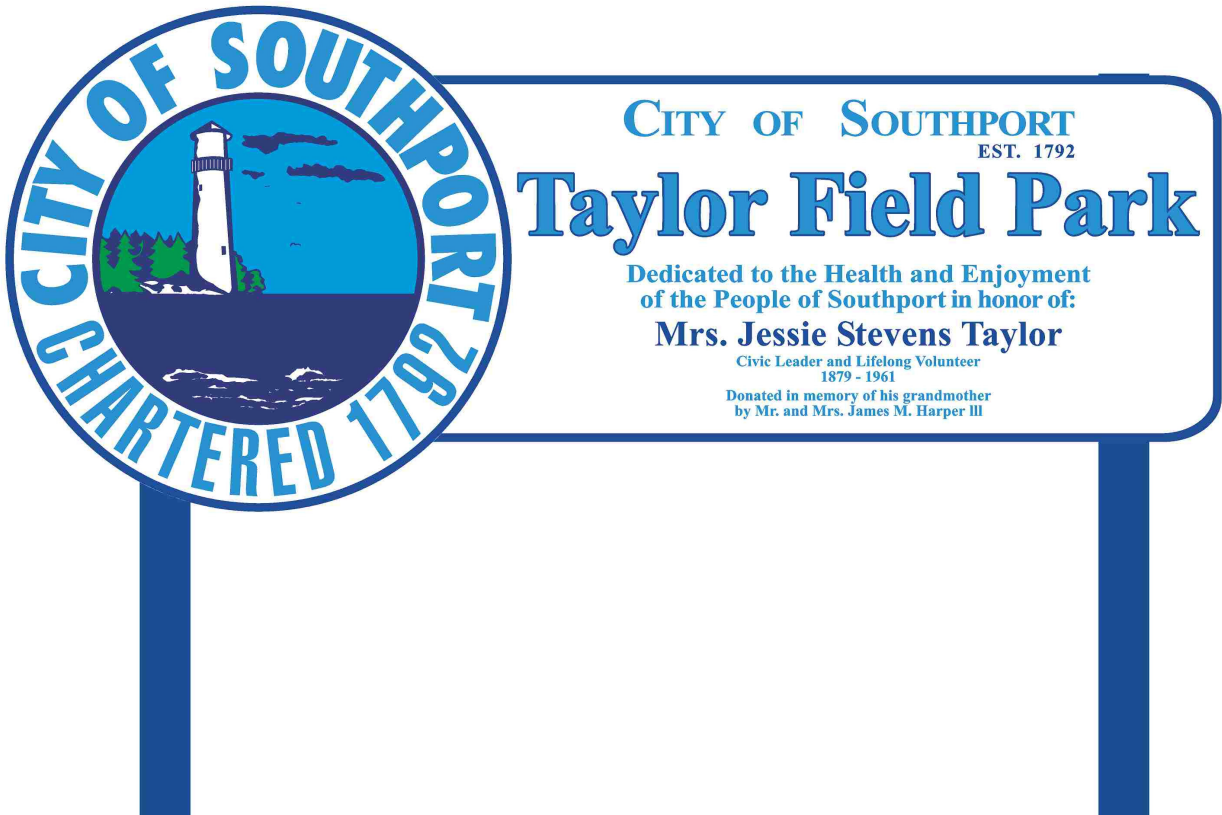


Current Signs we would like to replace



Mock up of Suggested Designs

1.



2.



3.



4.



Next Steps

1. Board of Alderman approval of concept
2. Apply for the Electricities Smart Communities Grant
This is a \$10,000 line item in my current budget as a matching grant.



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

223 E. BAY STREET

September 14, 2023

6:00 PM

Agenda

Please turn off all cell phones

Meetings are open to the public. Face masks and social distancing may be used at the discretion of each individual. The Board of Aldermen reserve the right to make changes to this policy, as needed to help prevent the spread of the Coronavirus.

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. Introduction of New Employees

E. Public Comment

F. Approval of Agenda

G. Public Hearings

1. Public Hearing: Short-term Vacation Rental Ordinance Amendment (M. Meehan, D. Dutton)

H. Approval of the Consent Agenda

1. MARSOC Marine Agreement
2. Goldenleaf Stormwater Agreement
3. Cape Fear Council of Governments Planning Services Agreement
4. Minutes of the Board of Aldermen Agenda Review and Workshop August 4, 2023
5. Minutes of the Board of Aldermen Regular Meeting August 10, 2023
6. Contract with Mr. Paul Fisher for ElectriCities Meetings
7. Donation of Boat

8. Resolution Adopting Brunswick County's Emergency Management Operations Plan

I. Special Recognition

1. Proclamation

J. Agenda

1. Financial Policies (P. Gross)
 - a. Travel Policy
 - b. Procurement Policy
 - c. Federal Procurement Policy
2. Presentation of Space Needs Study (Josh Bennett, Moseley Architects)
3. Merger Feasibility Study (D. Malinauskas, Wooten Engineering)
4. Board Discussion and Decision: Text Amendment: Illuminated Signage (M. Meehan)
5. Board Discussion and Decision: Rezoning: 605 W. Brown Street (M. Meehan)
6. Decision on Regional Planning Organization (B. Therrien, D. Dutton)
7. Building Assessment Consultant Selection (B. Therrien, D. Dutton)
8. Minimum Housing Ordinance (D. Dutton)
9. Creek Committee (B. Therrien, Alderman Alt)
10. Affordable Housing Ordinance (B. Therrien, Alderman Alt)
11. Revising the Regular Board of Aldermen Meeting Schedule (B. Therrien)

K. Committee Reports

L. Manager's Report

M. Mayor's Comments

N. Staff Reports

O. Board Comments

Closed Session N.C.G.S. 143-318.11 (a) (5). To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract.

Q. Adjourn