

# **LAKE LURE TOWN COUNCIL REGULAR MEETING PACKET**

Tuesday, November 10, 2020



**Mayor Carol C. Pritchett  
Mayor Pro Tem John Moore  
Commissioner Patrick Bryant  
Commissioner David DiOrio  
Commissioner John Kilby**





## REGULAR MEETING OF THE LAKE LURE TOWN COUNCIL

*November 10, 2020*

*5:00 p.m.*

*Meeting to be held via Zoom*

### **AGENDA**

- I. Call to Order
- II. Agenda Adoption
- III. Mayor's Communications
- IV. Town Manager Communications
- V. Council Liaison Reports and Comments
- VI. Public Comment: The public is invited to speak (via Zoom) on any non-agenda and/or consent agenda topics. Comments should be limited to less than five minutes.
- VII. Consent Agenda
  - A. Adoption of the October 13, 2020 Regular Meeting Minutes and the October 28, 2020 Special Meeting Minutes
  - B. Adoption of Ordinance No. 20-11-10 Procedures for Disposing of Personal Property
  - C. Adoption of the 2021 Town Council Meeting Schedule
  - D. Suspension of the Noise Ordinance and Chapter 61 "Peddlers" Ordinance for the 2021 Polar Plunge Event and to Approve the Polar Plunge as a Town Sanctioned Event
  - E. Adoption of the FY 2021-2022 Budget Development Calendar
- VIII. Unfinished Business
- IX. New Business
  - A. Discuss Golf Course Operations
  - B. Adoption of LaBella's Phase 1 – Project Area and Scope Memorandum and Sewer Map
  - C. Approval of an Amendment to the WithersRavenel Professional Services Agreement

**Page 2 – Town Council Meeting Agenda**  
**January 14, 2020**

- X. Closed Session in Accordance with G.S. 143-318.11(a)(3) for the Purpose of Discussing Attorney Client Privilege or Legal Claims and G.S. 143-318.11(a)(6) for the Purpose of Discussing Personnel Matters.
- XI. Adjournment



# IV TOWN MANAGER COMMUNICATIONS

- Department Reports







| Fire                                                   | %  | Finance                                         | %  | Communications/Grants/Events                                                                                                                                                                                                                                                                                                                                                                             | %  | Police                                    | %  |
|--------------------------------------------------------|----|-------------------------------------------------|----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|-------------------------------------------|----|
| Fire Station Expansion Construction Drawings           | 55 | Secure Financing - Dam Renovation - USDA Loan   | 35 | Communications                                                                                                                                                                                                                                                                                                                                                                                           |    | Get Charging station at reserve cars      | 10 |
| Fire Station Expansion Construction                    | 0  | Secure Financing - Sewer Replacement            | 0  | Identify Website Developer for new mobile friendly site.                                                                                                                                                                                                                                                                                                                                                 | 75 | Order New 2021 Patrol vehicle             | 65 |
| Hydrant Repair - Sunset Reserve - Lure Ridge Drive     | 80 | Secure Financing-Fire Building/LGC              | 0  | Work with UAB to develop Editorial on the plans for the Sewer System when timing is right. Co-authored the Mayor's update for the Breeze.                                                                                                                                                                                                                                                                | 95 | Study on Noise Enforcement                | 60 |
| Firefighter Training/ Get new staff current on SOG's   | 50 | Secure Financing - Welcome Center               | 0  | Communications - Sewer System (Phase 1) - Letter & Brochure: Developed a strategic communication plan including an introductory letter, detailed overview and update, property owner survey and Cove Captain meeting outline with the SS team. We are now in the process of creating a list of frequently asked questions and answer to be utilized as needed as we proceed with Phase 1 of the project. | 95 | Schedule state mandated training for 2020 | 75 |
| 2020 Hydrant Flows and Inspections                     | 30 | Cross Training Program (Amy, Sha'Linda & Linda) | 85 | Work with TM to create a plan for posting monthly updates with accomplishments of Town Departments, based on input from department heads and Town Manager. Town Manager to review before being posted. [October updates posted 10/23/20]                                                                                                                                                                 | 5  | Schedule Boating Class for Officers       | 35 |
| Firefighter Training classes @ Sunnyview and Lake Lure | 10 | Fire Finance Report                             | 85 | Grants                                                                                                                                                                                                                                                                                                                                                                                                   |    | Christmas Initiative for LLCA Children    | 25 |
|                                                        |    | Vehicle Financing                               | 80 | Work with LaBella to develop application for the Asset Inventory Assessment (AIA) Grant in 2021 to support an assessment of all manholes (location and condition), fire hydrants (location and condition), valves (location, size and condition). Too late for the 4/21 deadline and will shoot for the 11/21 opening per Reese Walsh.                                                                   | 5  |                                           |    |
|                                                        |    | Credit Card Icon on Website, System Integration | 15 | Work with Police Dept on Police Grant for Radios through Motorola in 2021.                                                                                                                                                                                                                                                                                                                               | 25 |                                           |    |
|                                                        |    | DOT Finance Data Report                         | 0  | Assist WR as needed with a USDA Loan as a back up to the BRIC grant.                                                                                                                                                                                                                                                                                                                                     | 0  |                                           |    |
|                                                        |    | Sales Tax reimbursement report                  | 0  | Work with Fire Chief on FEMA Public Assistance Fire Service Grant Opportunities - LLFD is asking for needed equipment (hose and a new nozzle). (10/5/20)                                                                                                                                                                                                                                                 | 25 |                                           |    |
|                                                        |    |                                                 |    | 2021 FEMA Mitigation Grant - Opens 9/30/21 - due 1/31/21. Prepare application for Spillway Assessment, Automated Tainter Gates, and Stream Gates.                                                                                                                                                                                                                                                        | 10 |                                           |    |
|                                                        |    |                                                 |    | FEMA FY 2020 Building Resilient Infrastructure and Communities (BRIC) Grant which we will apply for the construction of the Dam reservoir drain.                                                                                                                                                                                                                                                         | 10 |                                           |    |
|                                                        |    |                                                 |    | 2020 FEMA HHPG Application - Submitted 6/20. Determination anticipated by 11/1/20.                                                                                                                                                                                                                                                                                                                       | 95 |                                           |    |
|                                                        |    |                                                 |    | Events                                                                                                                                                                                                                                                                                                                                                                                                   |    |                                           |    |
|                                                        |    |                                                 |    | Work with PRLD, TM, and TDA to plan Ribbon Cutting Ceremony. Date TBD but now shifted to spring 2021                                                                                                                                                                                                                                                                                                     | 10 |                                           |    |
|                                                        |    |                                                 |    | Presented plan for lighting up Town Hall, the Marina/Boardwalk, and the ABC Store. presented 10/9/20. Advised this could not be                                                                                                                                                                                                                                                                          | 0  |                                           |    |
|                                                        |    |                                                 |    | Plan outdoor Veterans Day Service 11/11/20 at RBR Gazabo                                                                                                                                                                                                                                                                                                                                                 | 90 |                                           |    |
|                                                        |    |                                                 |    | Plan and coordinate Lighting Up Lake Lure with LLCA and Flowering Bridge Board                                                                                                                                                                                                                                                                                                                           | 25 |                                           |    |
|                                                        |    |                                                 |    | Support LL Tours and Chamber in coordinating all approvals for the Tree Lighting 11/27/20. Coordinate with Public Works to get lights on the tree by 11/20/20                                                                                                                                                                                                                                            | 80 |                                           |    |
|                                                        |    |                                                 |    | Support LL Tours and Chamber in coordinating all approvals for the New Year's Eve Fireworks Event. Coordinate with Public Works to get water turned on for the event 12/30/20                                                                                                                                                                                                                            | 80 |                                           |    |
|                                                        |    |                                                 |    | Help Coordinate approval and permitting process for the Chamber for the 1/1/21 Polar Plunge. Note that Food trucks are planned.                                                                                                                                                                                                                                                                          | 25 |                                           |    |

## Projects / Significant Action Completed

- Dredging Plan 20-21 Adopted, PRLD
- Culvert/Storm Drain at Marina Replaced, PRLD
- Pond Spillway & Embankment Rebuilt, PRLD
- Streets Paved (75% complete), PWD
- FaceBook Grant Submitted, CS
- Financial Audit Finalized (to be presented in December/January), FD
- Small Generator Repaired (oil leak), DHD
- Tainter Gate Lighting Installed, DHD
- Communication Regarding "Lake Use Fees Increases" Launched, CS
- SRO Service (1 month) to LLCA Provided, PD
- Hired New Police Officer, PD & HR

## October Activities

- Weekly Meeting with Labella, 10/6
- Virtual Meeting with The Policy Group, 10/7
- Meeting with PRLD, PRTC, and TDA, 10/8
- Town Council Meeting, 10/13
- Weekly Meeting with Labella, 10/13
- Launched Position Description Surveys for Department Heads and Key Staff, 10/19
- Weekly Meeting with LaBella, 10/20
- Conducted Performance Evaluations of Department Heads and Key Staff, 10/20-10/30
- Attended Meeting of Website Presentation, 10/22
- Attended Meeting of Website Presentation, 10/23
- Weekly Meeting with LaBella, 10/27
- Attended UAB Meeting, 10/27
- Attended Special Meeting of Town Council, 10/28

*C. Shannon Baldwin*      11/5/20

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Town Manager

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Date



 Reply  Reply All  Forward



**Sam Karr**

Shannon Baldwin; Carol Pritchett; David Diorio; John Moore; John Kilby; Patrick Bryant; Michelle Jolley ▾

 1    Fri

October Finance Report

 You replied to this message on 10/30/2020 1:19 PM.

 Message  Oct20.xls (90 KB)

Attached is the Finance Report for October; I will send the detail report next week, when we can scan.

General Fund revenues are in-line with our estimates as we are starting to see tax monies coming in.

State Shared Sales tax reimbursements seems to be doing well-Apparently COVID and significant unemployment are not stopping people from buying things. I guess that is why I see Home Depot and Lowes parking lots filled all the time. Maybe it's online sales? I have no idea, surely growing unemployment and the lack of a new stimulus plan would have a trickle-down effect? More info from NC DOR would help.

Water/Sewer Fund revenues are right in line with our estimates.

Hydro revenues have been doing well too. Hopefully, it looks like we are starting to manage our expenditures too.

Let me know if you have any questions.

**Sam A. Karr**

*Finance Director*

**2948 Memorial Highway**

**Lake Lure, NC 28746**

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**Facebook:** [www.facebook.com/townoflakelure](http://www.facebook.com/townoflakelure)



# Town of Lake Lure

34%

Monthly Financial Summary Report as of: 10/31/2020



## Revenues in excess of Expenditures

| General Fund                         |                     |                   |                     |               | General Fund          |                     |                   |                     |               | General Fund   |              |
|--------------------------------------|---------------------|-------------------|---------------------|---------------|-----------------------|---------------------|-------------------|---------------------|---------------|----------------|--------------|
|                                      | Annual              | Month             | Annual              | Y-T-D %       |                       | Annual              | Month             | Annual              | Y-T-D %       | Annual Budget  |              |
| Revenues:                            | Budget:             | To Date:          | To Date:            | Collected     | Expenditures:         | Budget:             | To Date:          | To Date:            | Spent         | Month To Date  |              |
| Taxes                                | \$ 3,511,722        | \$ 508,000        | \$ 1,872,214        | 53.31%        | Governing Body        | \$ 32,300           | \$ 2,001          | \$ 9,879            | 30.59%        | Annual To Date | \$ 1,167,816 |
| State Shared Revenues                | \$ 2,388,026        | \$ 190,149        | \$ 683,334          | 28.62%        | Administration        | \$ 977,004          | \$ 94,757         | \$ 336,503          | 34.44%        |                |              |
| Lake & Tours                         | \$ 673,550          | \$ 15,229         | \$ 149,042          | 22.13%        | Central Services      | \$ 99,300           | \$ 7,662          | \$ 32,381           | 32.61%        |                |              |
| Beach & Marina                       | \$ 316,500          | \$ 21,603         | \$ 165,312          | 52.23%        | Police                | \$ 826,340          | \$ 60,195         | \$ 271,995          | 32.92%        |                |              |
| *Miscellaneous Revenues              | \$ 89,162           | \$ 13,327         | \$ 58,451           | 65.56%        | Fire                  | \$ 889,584          | \$ 47,093         | \$ 317,505          | 35.69%        |                |              |
| Land Use Fees                        | \$ 27,600           | \$ 3,735          | \$ 11,047           | 40.03%        | Sanitation            | \$ 229,400          | \$ 19,184         | \$ 75,873           | 33.07%        |                |              |
| Loan Proceeds                        | \$ 84,879           | \$ -              | \$ -                | 0.00%         | Public Works          | \$ 511,652          | \$ 31,541         | \$ 156,267          | 30.54%        |                |              |
| Transfers                            | \$ 11,728           | \$ -              | \$ -                | 0.00%         | Economic Development  | \$ 105,417          | \$ 6,073          | \$ 29,176           | 27.68%        |                |              |
| <b>Total:</b>                        | <b>\$ 7,103,167</b> | <b>\$ 752,043</b> | <b>\$ 2,939,400</b> | <b>41.38%</b> | Community Development | \$ 202,788          | \$ 9,855          | \$ 45,966           | 22.67%        |                |              |
| *Miscellaneous Revenues              |                     |                   |                     |               | Beach and Marina      | \$ 17,500           | \$ 900            | \$ 2,419            | 13.82%        |                |              |
| Interest, Beer & wine, Fire Tax, ABC |                     |                   |                     |               | Golf                  | \$ 106,000          | \$ 60             | \$ 40,290           | 38.01%        |                |              |
| Facilities Rentals, Grants, Sale of  |                     |                   |                     |               | Parks, Rec., Lake     | \$ 887,055          | \$ 32,112         | \$ 141,122          | 15.91%        |                |              |
| Assets, Misc., Town Promo, Copies    |                     |                   |                     |               | Capital Outlay        | \$ 1,258,329        | \$ 600            | \$ 145,502          | 11.56%        |                |              |
| Recycling Collections                |                     |                   |                     |               | Debt Service          | \$ 333,062          | \$ 5,590          | \$ 22,361           | 6.71%         |                |              |
| <b>Received-Not Posted Yet</b>       |                     |                   |                     |               | Non Governmental      | \$ 143,500          | \$ 27,329         | \$ 144,345          | 100.59%       |                |              |
|                                      |                     |                   |                     |               | Transfers             | \$ 483,936          | \$ -              | \$ -                | 0.00%         |                |              |
|                                      |                     |                   |                     |               | Longevity             | \$ -                | \$ -              | \$ -                | #DIV/0!       |                |              |
|                                      |                     |                   |                     |               | Contingency Reserve   | \$ -                | \$ -              | \$ -                | #DIV/0!       |                |              |
|                                      |                     |                   |                     |               | <b>Total:</b>         | <b>\$ 7,103,167</b> | <b>\$ 344,952</b> | <b>\$ 1,771,584</b> | <b>24.94%</b> |                |              |

| Water & Sewer Fund         |              |             |             |                | Water & Sewer Fund |                     |                  |                   |               | Water & Sewer Fund |           |
|----------------------------|--------------|-------------|-------------|----------------|--------------------|---------------------|------------------|-------------------|---------------|--------------------|-----------|
|                            | Annual       | Month       | Annual      | Y-T-D %        |                    | Annual              | Month            | Annual            | Y-T-D %       | Annual Budget      |           |
| Revenues:                  | Budget:      | To Date:    | To Date:    | Collected      | Expenditures:      | Budget:             | To Date:         | To Date:          | Spent         | Month To Date      |           |
| Water & Sewer charges      | \$ 1,540,000 | \$ (240)    | \$ 470,718  | 30.57%         | Water              | \$ 135,392          | \$ 10,916        | \$ 51,811         | 38.27%        | Annual To Date     | \$ 59,966 |
| Taps & Connection fees     | \$ 10,000    | \$ -        | \$ 1,089    | 10.89%         | Sewer              | \$ 548,300          | \$ 43,397        | \$ 370,012        | 67.48%        |                    |           |
| Interest & Transfer Fees   | \$ 7,750     | \$ -        | \$ 5,862    | 75.64%         | Capital Projects   | \$ 206,000          | \$ -             | \$ -              | 0.00%         |                    |           |
| Water Tank Rental          | \$ 12,360    | \$ 1,030    | \$ 4,120    | 33.33%         | Debt Service       | \$ 128,975          | \$ -             | \$ -              | 0.00%         |                    |           |
| Transfer from Fund Balance | \$ -         | \$ -        | \$ -        | #DIV/0!        | Transfer to Fund   | \$ 551,443          | \$ -             | \$ -              | 0.00%         |                    |           |
| <b>Total:</b>              | <b>\$ -</b>  | <b>\$ -</b> | <b>\$ -</b> | <b>#DIV/0!</b> | <b>Total:</b>      | <b>\$ 1,570,110</b> | <b>\$ 54,313</b> | <b>\$ 421,823</b> | <b>26.87%</b> |                    |           |
|                            | \$ 1,570,110 | \$ 790      | \$ 481,789  | 30.69%         |                    |                     |                  |                   |               |                    |           |

| Hydro Electric             |                   |                  |                   |               | Hydro Electric              |                   |                  |                   |               | Hydro Electric |            |
|----------------------------|-------------------|------------------|-------------------|---------------|-----------------------------|-------------------|------------------|-------------------|---------------|----------------|------------|
|                            | Annual            | Month            | Annual            | Y-T-D %       |                             | Annual            | Month            | Annual            | Y-T-D %       | Annual Budget  |            |
| Revenues:                  | Budget:           | To Date:         | To Date:          | Collected     | Expenditures:               | Budget:           | To Date:         | To Date:          | Spent         | Month To Date  |            |
| Power Generation           | \$ 600,000        | \$ 70,429        | \$ 255,743        | 42.62%        | Operations                  | \$ 741,311        | \$ 25,307        | \$ 105,653        | 14.25%        | Annual To Date | \$ (6,345) |
| Interest                   | \$ 1,500          | \$ -             | \$ 22             | 1.47%         | Transfer to General Fund    | \$ -              | \$ -             | \$ -              |               |                |            |
| FEMA Reimbursement         | \$ 120,712        | \$ -             | \$ -              | 0.00%         | Transfer to Silt Fund Resen | \$ -              | \$ -             | \$ -              | #DIV/0!       |                |            |
| Transfer from Fund Balance | \$ 238,999        | \$ -             | \$ -              | 0.00%         | Cap. Outlay/Special Proj.   | \$ 219,900        | \$ 12,338        | \$ 156,457        | 71.15%        |                |            |
| <b>Total:</b>              | <b>\$ 961,211</b> | <b>\$ 70,429</b> | <b>\$ 255,765</b> | <b>26.61%</b> | <b>Total:</b>               | <b>\$ 961,211</b> | <b>\$ 37,645</b> | <b>\$ 262,110</b> | <b>27.27%</b> |                |            |

| Cash & Investment Position  |    |           | Capital Funds     |  | Comments / Items of note |  |
|-----------------------------|----|-----------|-------------------|--|--------------------------|--|
| United Bank                 |    |           |                   |  | Balance to Date          |  |
| General Fund                | \$ | 3,760,417 | Capital Res. Fund |  | \$ 179,532               |  |
| Water & Sewer               | \$ | 563,253   | Silt Res. Fund    |  | \$ 64,265                |  |
| Includes Low Pressure       |    |           | Marina Brdwa      |  | \$ 139,172               |  |
| Hydro                       | \$ | 126,016   | Bridge Pres. Fund |  | \$ 75,000                |  |
| Total:                      | \$ | 4,449,686 |                   |  |                          |  |
| NC Capital Management Trust |    |           |                   |  |                          |  |
| General (Cash)              | \$ | 204,417   |                   |  |                          |  |
| Water& Sewer                | \$ | 987       |                   |  |                          |  |
| Hydro                       | \$ | 735       |                   |  |                          |  |
| Total:                      | \$ | 206,139   |                   |  |                          |  |
| Total Cash and Investments: | \$ | 4,655,825 |                   |  |                          |  |



**NAME:**

Development and Environmental Review Specialist, Garrett Murphy  
Assistant Community Development Director, Mitchell Anderson

**DEPARTMENT:**

Community Development

**REPORT DATE:**

November 2, 2020

**PREPARED FOR**

Town Manager/Town Council

**I. REOCCURRING WORK ACTIVITIES****1. Zoning Administration/Code Enforcement**

|                                                       |                      |
|-------------------------------------------------------|----------------------|
| Certificate of Zoning Compliance Issued .....         | 9                    |
| Certificates of Zoning Compliance Denied .....        | 0                    |
| Certificates of Occupancy Issued.....                 | 8                    |
| Vacation Rental Operating Permits Issued.....         | 0                    |
| Permanent Sign Permits Issued (0) Temporary (1) ..... | 1                    |
| Complaints Logged .....                               | 3                    |
| Complaints Investigated .....                         | 3                    |
| Notices of Violation Issued .....                     | 1                    |
| Civil Penalties Issued .....                          | 0                    |
| Stop Work Orders Issued.....                          | 0                    |
| Improperly Posted Address Notifications Issued .....  | 0                    |
| Abandoned/Dilapidated Structures Cases Open.....      | 0 (0 closed by demo) |
| BOA Hearings Processed .....                          | 0                    |
| Demolition Permits Issued .....                       | 0                    |
| VROPs Active to Date.....                             | 374                  |

**2. House/Modular/Heavy Load Moves Through Town**..... 0**3. Environmental**

|                                            |   |
|--------------------------------------------|---|
| Land Disturbance Permits Issued .....      | 1 |
| Complaints Logged .....                    | 0 |
| Complaints Investigated .....              | 0 |
| Stop Work Orders Issued.....               | 1 |
| Floodplain Development Permits Issued..... | 2 |

**4. Lake Structures/Shoreline Stabilization**

|                                              |   |
|----------------------------------------------|---|
| Lake Structure Permits Issued .....          | 2 |
| Shoreline Stabilization Permits Issued ..... | 0 |
| LSAB Hearings Processed .....                | 0 |

**5. Subdivision Administration**

|                            |   |
|----------------------------|---|
| Preliminary Plat: .....    | 0 |
| Final Plat .....           | 0 |
| Minor Subdivisions: .....  | 0 |
| Exempt Plat Reviews: ..... | 1 |

|                                 |    |
|---------------------------------|----|
| Lots Approved .....             | 0  |
| Review Officer (per GS 47-30):  |    |
| Plats Reviewed: .....           | 1  |
| Plats Approved: .....           | 1  |
| <b>6. Grants Administration</b> |    |
| Total Grants in Progress:.....  | .0 |

## II. PROJECTS UPDATE

Review of Town Ordinances on Vacation Rental Operating Permit— CDD staff are reviewing UNCSONG documents evaluating the impacts of a Superior Court Judge's decision to strike down the city of Wilmington's whole-house lodging ordinance on short term rentals. This decision may impact the Town's vacation rental ordinance. A memo on this topic will be provided to the Zoning and Planning Board.

Phase 1 Sewer Database and Map – CDD staff have compiled parcel data, street data, sewer customer data, and topographic data. This data has been analyzed for topographic and geographic relevance to Phase 1 of the sewer system. **UPDATE:** Maps and data layers are being updated to reflect changes in project scope to align with information released by engineering firms.

Phase 1 - New Sewer System - Parcel Book - Staff created 100 unique maps that can be used to record and document private sewer connections through public outreach and reporting. Additional maps can be created from the created database as the Phase 1 project limits are refined. **UPDATE:** Maps are being updated and recreated to reflect changes in project scope.

Sedimentation into Lake/Water Quality Concerns; subwatershed 5-Grey Logs Cove and the Highlands Subdivision — The Town, at the advice of our attorney, has agreed to hold Civil Penalties in abeyance for the opportunity for all parties to meet.

Amy Annino with the State of NC, Brandee Boggs with USACE, Pete Dickerson with Odom Engineering, Clear Water Environment Consultants, and Highlands HOA have met at the upper road failure site on 02/26/2020. Odom Engineering, as a consultant for Highlands HOA, provided the Town with plans. Staff coordinated and reviewed plans with Amy Annino from NCDEQ and Brandee Boggs from the USACE to ensure all regulations measures are satisfied. Plan revision requests and comments were sent to Pete Dickerson with Odom Engineering on 04/02/2020. Town staff have reviewed the revised plans submitted by Odom Engineering. NCDWR, USACE, and Town Staff have approved the revised plans and have released permits to the applicants. Frequent inspections will be conducted to ensure compliance with Town and State Regulations are maintained throughout the project's phases.

CDD staff have received plan revisions from Odom Engineering for the upper slope failure repair. Plans have been shared with DWR and USACE for their comments or concerns. CDD staff are currently waiting for a response from the two agencies. **No updates at this time.**

Chimney Rock State Park Egress/Ingress— Town staff submitted a transportation project proposal to the Isothermal Planning and Development Commission for the consideration of Lago Vista Drive as a future dedicated egress for



Chimney Rock State Park. Staff have also requested the RPO consider making a funded project out of implementing “appropriate elements” of the adopted 2014 Main Street Plan. In May 2020, NCDOT requested utility location information for a feasibility study based on two ingress/egress designs for Chimney Rock State Park into the Lake Lure Commercial Center. Town staff has requested that Ms. Fuller with Isothermal RPO, ensures the use of Lago Vista Drive as an egress/ ingress for CRSP be subject to a traffic study as well as stakeholder input. Town staff attended a meeting on Sept. 16th, hosted by Karyl Fuller the RPO Director at Isothermal Planning & Development Commission. The focus of this meeting was to gather input from stakeholders about their concerns and desires related to this project. Staff provided maps of the project area to stakeholders to assist with their independent meetings. **UPDATE:** CDD staff prepared and recommended the adopting of Resolution No. 20-10-28a Reaffirming the Adoption of the 2014 Lake Lure Town Center Small Area Plan. This resolution was adopted October 28, 2020.

N.C. G.S. 160D – North Carolina passed new statues that effect how local municipalities can regulate land use. These updates will become effective on July 1, 2021. CDD have been following UNC School of Government updates on these changes and how they impact current ordinances. CDD staff will identify potential conflicts in the Town ordinances, create proposed corrections, and submit these proposed corrections to the Town’s attorney before releasing them to the Zoning and Planning board for review and consideration. CDD staff are currently combing through the Town’s ordinances, identifying required changes to comply with G.S. 160D. **No updates at this time.**

Town Policy for Compliance with Title VI of the Civil Rights Act of 1964 – Town Staff has contacted Ashley Council, Title VI Officer/ ADA Specialist with North Carolina Department of Transportation/ Office of Civil Rights [accouncil@ncdot.gov]. With assistance from Amy Wright and the use of examples from other jurisdictions, the CDD Staff have created a non-discrimination policy that satisfies the requirements for Title VI. This document will be shared with William Morgan for review. Once reviewed and approved by Mr. Morgan, an adoption resolution and document will be presented to Town Council.

**Update: A copy of the drafted Title IV was shared with ISOTHERMAL PLANNING & DEVELOPMENT COMMISSION for comment. Staff are currently working on incorporating their recommendations.**

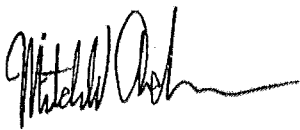
### III. OTHER

In addition to the projects listed above, there are a few things that have required significant focus from the Community Development Department:

- 1) CDD staff have provided technical expertise required to host five meetings via Zoom this month. Staff also recorded, edited, and published two meetings for viewing by the general public. This task required staff time for setup, hosting and monitoring during the meetings, and for post-production and publishing after the meetings.
- 2) CDD staff have purchased and installed video and audio equipment to provide connectivity for Town staff members needing to participate in virtual meetings.
- 3) CDD staff provided assistance and oversite during the installation of the replacement Town Hall audio system. This new system provides the ability to control audio input and output volumes independently as well as provide more outputs then the old audio system. This new system has also been programmed to remove sonic

artifacts experienced during Town meetings. Training documents and sessions for board clerks will be prepared in the near future.

- 4) Staff have been attending meetings with Advance Data & Networking Solutions to collect information about their restructuring, as it impacts their services provided to the Town. Staff also took the opportunity to request long term goals and performance standards from ADNS. ADNS have provided a list of current computers and identified devices they recommend replacing. CDD staff will be reviewing this list. **No updates at this time**
- 5) New Report Format – CDD Staff are working with the Town Manager to reformat and improve department reporting methods. This involved updating report formatting for monthly reports and project trackers.
- 6) Staff Training
  - a. Mitchell Anderson, the Assistant Community Development Director has attending required training coursed to secure the NCCZO Certification and NCCFPM Certification. In June 2020, Mitchell pass the required NCCZO exams and is a Certified Zoning Official in North Carolina. Pandemic related delays have postponed progress towards satisfying NCCFM Certification requirements.
  - b. Garrett Murphy, the Development and Environmental Review Specialist is receiving in office training related to job duties and department operations. This training is currently focused on regulations related to the Board of Adjustment and Variances.
  - c. Amy Wright, the Human Resourced Coordinator has been cross training to provide auxiliary administrative support to the CDD. This cross training will provide redundancy in the event of staff absence. The focus of this training has been limited to permit intake. **Update:** Amy Wright has completed cross training on permit intake.
  - d. Short training sessions on utilizing Zoom to hold advisory board meetings have been provided to board clerks. CDD staff will continue to provide auxiliary assistance as needed.



Mitchell Anderson  
Assistant Community Development Director





Dean Givens; Parks, Recreation, and Lake Director

DEPARTMENT: Parks, Recreation, and Lake

**REPORT DATE:**

October 27, 2020

**PREPARED FOR:**

Town Manager

**I. ACCOMPLISHMENTS**

**Current Parks, Recreation, and Lake Projects:**

|                                                                                                           |                                                                             |                                                                                                                         |
|-----------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------|
| 1. Boy's Camp Rd. Campground – <i>Not selected for PARTF funding – reapplying during next grant cycle</i> | 2. PR&L Self-funded - <i>Complete</i>                                       | 3. Golf Course Plan – <i>Golf Course study</i>                                                                          |
| 4. Monetization Schedule for P&R Assets and Facilities – <i>New ideas being considered</i>                | 5. Luremont Trails – <i>Trail has been scouted; permits have been filed</i> | 6. Marina Phase II and Amphitheater Funding – <i>Working with TDA/ Rutherford Bound to keep projects moving forward</i> |
| 7. Landscaping at Boardwalk/Marina – <i>Fall 2020</i>                                                     | 8. Replacement of Storm Water Drain at Marina – <i>Complete</i>             | 9. Repairs at Buffalo Creek Park – <i>Vandalism – New plexiglass has been ordered and will be installed soon</i>        |
| 10. Grant for Dredging – <i>Complete</i>                                                                  | 11. Signs for Boardwalk/Marina and parks – <i>Complete</i>                  | 12. SOP for PR&L Maintenance – <i>Working with Melodie to create detailed SOP</i>                                       |
| 13. CRSP Ingress/Egress – <i>Meetings planned to discuss how this is going to be done</i>                 | 14. Locate Sewer Lines - <i>Dredging purposes</i>                           | 15. Dredge Plan for 2020 – <i>Complete</i>                                                                              |

|                                                                                                       |                                                                                               |                                                                                             |
|-------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|
| 16. Spillway in Small Pond across from ABC Store – <i>Complete</i>                                    | 17. Amphitheater Grass – <i>Reseeding Complete</i>                                            | 18. Deep Water Launch – <i>Create for allowing equipment to launch during lake drawdown</i> |
| 19. Permit for Filling in Half of Pond in Morse Park – <i>According to the Morse Park master plan</i> | 20. Morse Park Walking Path Expansion Grant – <i>To expand the pavement back to town hall</i> | 21. Camera System for Boardwalk/Marina – <i>Complete</i>                                    |
| 22. Naming Rights – <i>Working to establish policy</i>                                                | 23. Morse Park Parking Expansion – <i>Working on plan to create more parking</i>              |                                                                                             |

#### **PR&TC ACTIVITIES:**

1. Attended Basic Law Enforcement Training 5 nights a week
2. Completed dredging grant and submitted it
3. Contacted Pisgah Area SORBA and they agreed to partner with us for some of the Weed Patch Mountain tree removals
4. Checked Buffalo Creek Park, Dittmer-Watts Nature Trails, and Weed Patch Mountain for damage
5. Led Buffalo Creek Park workday on 10/13 to repair erosion issues and remove fallen trees – 5 volunteers; 25 volunteer hours
6. Led Dittmer-Watts Nature Trail workday on 10/21 to remove beaver dam causing flooding on the trail – 5 volunteers; 15 volunteer hours
7. Led Weed Patch Mountain Trail workday on 10/27 to remove several trees that had fallen between the Saddlewood Access and Linden Place – 5 volunteers; 30 volunteer hours
8. Cleared more fallen trees and obstacles from Saddlewood Emergency Access for Weed Patch Mountain Trail
9. Met with Dan Bragdon about potential ways to monetize assets
10. Planned upcoming trail maintenance days and recruited volunteers to help
11. Got Travis Smith to spray kudzu at Boys Camp Road property
12. Updates/revisions are in progress for the Lake Lure Naming Rights Policy
13. Worked on landscaping plan and plant order for new boardwalk
14. Checked trails counters at Dittmer-Watts Nature Trails, and the Flowering Bridge
15. Collected water samples and recruited/trained 2 new volunteers to help collect them – 2 volunteers; 10 volunteer hours
16. Utilized a total of 80 volunteer hours
17. Attended several meetings

#### **P&R Maintenance Activities:**

1. Performed regular ground maintenance activities at all areas
2. Cleaned parks, boat ramp, and marina
3. Put out Fall decorations
4. Pulled up remaining summer annuals
5. Measured gravel needed for Dittmer-Watts Nature Trail wet area
6. Sprayed playground equipment and picnic tables with Clorox



### **Lake Activities:**

1. Boat maintenance
2. Lake debris clean-up
3. Buoy replacement/maintenance
4. Preparing to send out commercial boat permit applications

## **I. FOLLOW UP**

1. Luremont Trail: All necessary permits to begin construction on the new Luremont Trail have been applied for.
2. Boys Camp Road: We were not selected for PARTF funding this year, but are reapplying.
3. Dredging Grant: Grant submitted; waiting on approval
4. Naming Rights Policy: Continuing to gather information for drafting a Naming Rights Policy for Town properties.
5. Lake Lure Trails: Work days will be held on Lake Lure trails each month to ensure they are properly maintained.

## **II. OTHER**



Name: David Arrowood

Department: Public Works

**REPORT DATE:**

October 31, 2020

**PREPARED FOR:**

Town Manager

**I. ACCOMPLISHMENTS**

1. We serviced a portable water pump that has sat for 20 plus years. It ran good and now we can put it back in service.
2. I am proud that no one was without water during power outage.
- 3.

**II. FOLLOW UP**

1. I talked with Dot about problems with signage crossing Dam Bridge. They are going to install new signs and also do additional striping on Pavement. They won't install signals unless town wants to pay for it.
2. I'm still talking with state about removing lights from Pool Creek Bridge and also removing old sign next to Bridge.
- 3.

**III. OTHER**

- 10-1-20 We started reading water meters.
- 10-5-20 We picked up dead deer near the outreach.
- 10-5-20 We started blowing leaves off roads today.
- 10-5-20 We cut a tree on Snug Harbor.
- 10-6-20 We worked on cleaning up Harris road trimming back limbs.
- 10-6-20 We cleaned up tree on Tryon Bay.
- 10-7-20 We covered waterline we replaced on Gottlieb Getaway.
- 10-8-20 We worked on Holmes and Ridgeview cleaning up limbs and brush.



10-9-20 We hauled off brush from shop to Jerry Nelons.

10-12-20 We worked on Ditches on Ridge Road.

10-13-20 We worked on Ridge Road again today.

10-14-20 Contractors started cleaning roads before paving.

10-14-20 We took a pump apart at the pump station and removed rags that had it stopped up.

10-14-20 We did some plumbing at the WWTP.

10-15-20 Contractor started paving Sheridan Drive.

10-15-20 We worked on fixing sand on the beach.

10-16-20 Contractors started on Justice Drive.

10-16-20 We hauled garbage to landfill.

10-19-20 Worked with Pavers most of the day. We were watching to make sure we were getting the depth of asphalt we were paving for.

10-20-20 We cleaned flow meter coming from CRV/County line.

10-20-20 Met with paving contractor about patching we needed to get done.

10-20-20 We patched the edge of the road on Washburn Road.

10-21-20 We ran portable water pump today that has sat for 20 years.

10-22-20 We took portable water pump down to Waste Water Pump Station.

10-23-20 We cleaned up around where repair was made to sidewalk above ABC store.

10-23-20 We cleaned flow meter in line coming from CRV.

10-26-20 We raised a manhole on Memorial Hwy that was buried 14" deep. It is now accessible for repairs when needed. Pics attached.

10-26-20 We removed small tree on Storm Ridge.

10-27-20 Met with NCLM attorney about Burnt Ridge.

10-27-20 We checked on Paving contractors around town.

10-28-20 We installed no turnaround sign on Asa Grey.

10-29-20 We worked at Pump Station allday with high water at station. We had a small spill that was reported to DEQ on the 30<sup>th</sup> . we also worked making sure we kept water to all residents durning power outage. We took portable generator around to different wells to keep water running.





NAME: SEAN HUMPHRIES

Department: LAKE LURE POLICE DEPT

REPORT DATE:

11/01/2020

CLOSE OUT MONTH:

October 2020

PREPARED FOR:

Town Manager

I. ACCOMPLISHMENTS

1. Our Lobby remains closed to the public, however we are able to help citizens by phone as well as emailing documents they may need.
2. Officers completed their yearly In-Service Training as well as their Firearms Qualifications where all passed.
3. We went through personnel changes with Officer Bryan Toney who transferred to the Reserve Division as he's taken a full time job with a distribution carrier. He worked with LLPD full-time for seven years. Officer Tyler Dills who has been a Reserve with LLPD, has now transferred into a full-time status, serving with Sgt. Gittens and his crew.
4. In partnership with Lake Lure Classical Academy and the Town of Lake Lure, the police department began reaching out to the community for the Raptor Roundup, making sure that disadvantaged Raptors have a special holiday. Toys and gifts will be collected by LLPD and the officers will be able to give a pre-addressed stamped envelope for those wanting to give a gift of monetary value. This event is from 10-23-2020 and will run to 12-3-2020.

II. OTHER

Total Police Activities for Month: **478** (Partial Break-down below)

|    |                                     |    |                                 |
|----|-------------------------------------|----|---------------------------------|
| 2  | Fights/Domestic Trouble/Disturbance | 25 | Traffic Stops                   |
| 8  | Citations                           | 9  | Warning Citations               |
| 5  | Verbal Warnings                     | 4  | Accidents                       |
| 4  | Total Arrests                       | 51 | Business Checks                 |
| 11 | Lake – Patrols/Permit Checks        | 37 | Lake – Total Hours Patrolling   |
| 0  | Motorcycle Mufflers Checked         | 11 | Residential Alarms Activated    |
| 0  | Lake – Warnings, Citations          | 1  | Trespassing Violations/Warnings |
| 0  | Roadside Checkpoints                | 3  | Noise Complaints                |

Citations – Cumulative Total of Citations: **8** (Hard Copies) (1 Citation may include 2 charges)

Charges Total: (4) Speeding, (2) Driving While License Revoked, (1) No Insurance, (3) Other Misd Infraction

Arrests – Cumulative Total of Arrests: **4** (1 Arrest may include several charges)

Charges Total: (1) Larceny, (1) Offenses Against Family, (1) Parole & Probation Violation, (2) All other Offenses except (DWI)

★ Public Access of this form may affect the Accomplishments and Follow Up listings due to privacy and cases that continue to be investigated.



Name: Dustin Waycaster

Department: Fire

**REPORT DATE:**

November 1, 2020

**PREPARED FOR:**

Town Manager

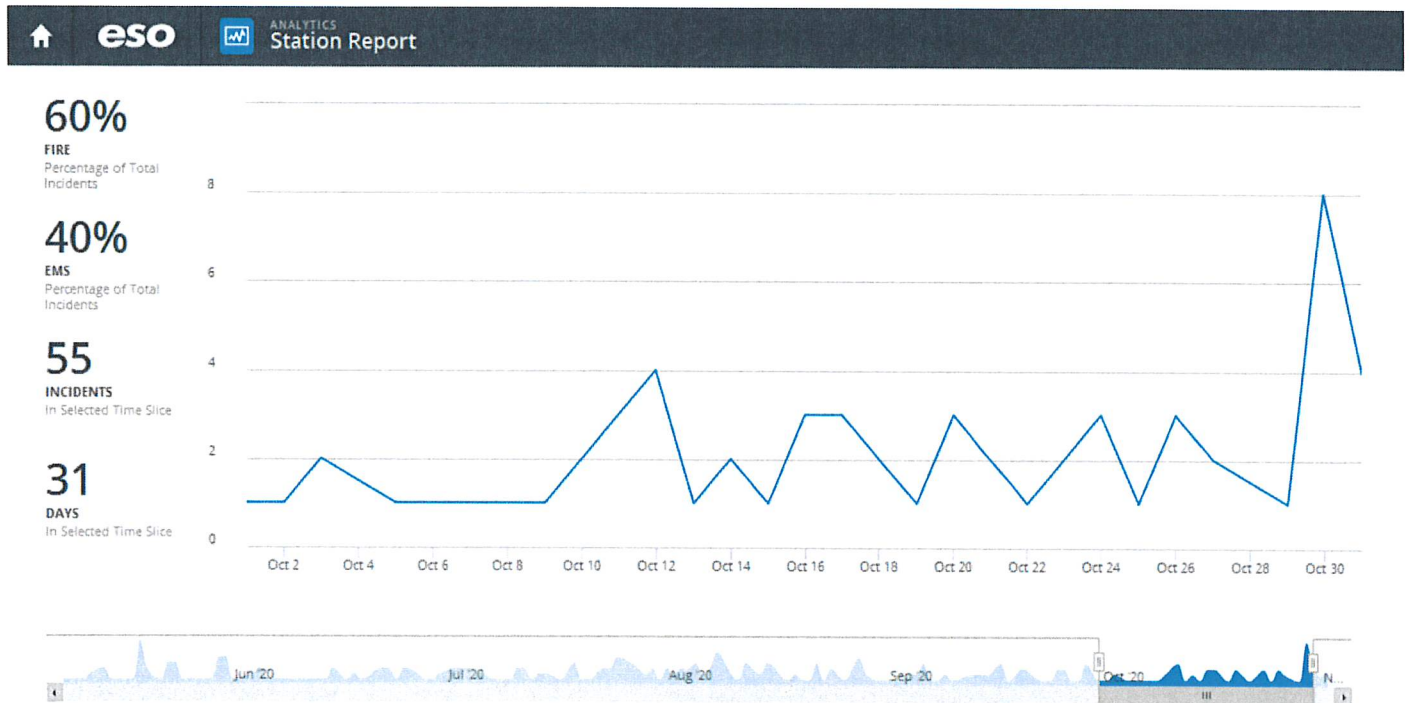
**I. ACCOMPLISHMENTS**

- 10-1 Fire Inspection @ LLCA for their CO.
- 10-5 Medical Call Mountains Blvd.
- 10-6 Drafting/Pump training Morse Park to assist Parks and Rec. Truck maintenance.
- 10-7 Medication checks on all the apparatus.
- 10-8 Hydrant Flows and Maintenance. Swift water equipment maintenance.
- 10-9 Disinfected all the trucks. Repaired Roof Leaks on the station.
- 10-12 Three calls for service. (Wires down Fisher Court, Medical one Chimney Rock Park, west Lake Dr. north.)
- 10-13 old rock café for medical call. Hydro tested spare SCBA cylinders.
- 10-14 two medical calls. Changed oil and serviced ATV and UTV.
- 10-15 Gas leak call. Held water supply class.
- 10-16 Three medical calls for service.
- 10-17 Two calls for service.
- 10-19 Power lines down.
- 10-20 Injured hiker on Dittmer/Watts trail systems and LZ @ ingles. Medical call on Main St. Chimney Rock. Blood borne Pathogens safety class at Town Hall for the police and fire staff.
- 10-22 Fire Alarm-Sheep nose.
- 10-23 Fire Alarm on Sunset Ln. Medical call on Memorial Hwy.
- 10-25 Medical call Memorial Hwy.
- 10-26 Two Fire Alarms-Deerfield Dr. One Medical call Memorial Hwy.
- 10-27 Two calls for service.
- 10-28 Pulled Fire Boat One out of the water for Maintenance. Replaced the gear box on the right or starboard side engine. Held Fire Prevention @ LLCA.
- 10-29 Water Supplies Class.
- 10-30 Seven calls for service.
- 10-31 Four calls for service.

## II. FOLLOW UP

1. Lake Lure Fire had 533 total hours of training for the month of Sept.
2. Lake Lure Fire ran 55 Fire/Medical/ Rescue calls
3. Wrote 23 Burn permits.

## III. OTHER





# Town of Lake Lure Hydroelectric Plant Monthly Report



## October Report 2020

### Contents:

1. Revenue/Kwh/Hours
2. Lake Levels/Gates
3. Significant Weather Events
4. Scheduled Maintenance and Improvements

## 1. Revenue

| Top 5 Months Revenue |      |          |           |
|----------------------|------|----------|-----------|
| Rank                 | Year | Month    | Revenue   |
| 1                    | 2016 | January  | \$124,215 |
| 2                    | 2013 | July     | \$114,057 |
| 3                    | 2013 | August   | \$109,521 |
| 4                    | 2019 | January  | \$108,199 |
| 5                    | 2019 | February | \$107,935 |

| 2020 Revenue |                                        |             |
|--------------|----------------------------------------|-------------|
| Month        | KWH                                    | Revenue     |
| January      |                                        |             |
| February     |                                        |             |
| March        | 705,161                                | \$49,163.73 |
| April        | 737,183                                | \$44,148.72 |
| May          | 908,017                                | \$53,120.98 |
| June         | 1,232,019                              | \$79,474.62 |
| July         | 577,540                                | \$48,599.59 |
| August       | 795,732                                | \$63,539.87 |
| September    | 1,025,676                              | \$72,635.46 |
| October      | Not Available until Report is received | \$70,302.00 |
| November     |                                        |             |
| December     |                                        |             |

### Red Highlight off Peak Months

Blue Highlights are for the most current monthly report.

- Revenue. [ \$70,302.00 ]
- Kilowatts Produced. [ KWH ]

## 2. Lake Levels

- Full Pond: 24
- Min Recorded Lake Call in Level:47.8
- Max Recorded Lake Call in Level:24
- Max Gate Opening: 9.5ft
- Min Gate Opening: 0

### **3. Significant Weather Events and Rain Accumulation**

- Over the course of October, we have received an estimated 5.85 inches of rain. We received around three inches of that rain from tropical storm Zeta.

•

### **Scheduled Maintenance and Improvements**

- Little unit is operational.
- Removed and stored scaffolding for Generator #1
- Cleaning and Pressure washing Switchgear housing bay and roadways leading to Powerhouse
- Added Flow control and pressure relief valve to Generator #1 for circulating oil system.



Name: Laura Krejci

Department: Communications\Events\Grants

REPORT DATE: NOVEMBER 2, 2020

PREPARED FOR: TOWN MANAGER

## I. ANALYTICS

### 1. Facebook Analytics

#### a. Posts:

| Published              | Post                                                                                                                                                 | Type                                                                                | Targeting                                                                           | Reach | Engagement |
|------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------|------------|
| 11/02/2020<br>4:26 PM  |  LAKE LURE STREET PAVING UPDATE: The Town of Lake Lure              |    |    | 201   | 2<br>1     |
| 11/02/2020<br>4:23 PM  |  COVID-19 UPDATES 11/2/20: There are currently (2) known active     |    |    | 205   | 3<br>3     |
| 10/30/2020<br>8:51 AM  |  POWER UPDATE FROM DUKE ENERGY: There was quite a bit of            |    |    | 4.2K  | 562<br>150 |
| 10/29/2020<br>4:58 PM  |  COVID-19 UPDATES 10/29/20: There is still (1) known active case  |  |  | 753   | 7<br>5     |
| 10/29/2020<br>2:53 PM  |  LAKE LURE STREET PAVING UPDATE: The Town of Lake Lure            |  |  | 870   | 12<br>7    |
| 10/29/2020<br>9:45 AM  |  NATIONAL WEATHER SERVICE UPDATE 10/29/20                         |  |  | 1.1K  | 80<br>7    |
| 10/29/2020<br>8:43 AM  |  EMERGENCY PREPAREDNESS UPDATE - FLOOD WATCH: The                 |  |  | 1.7K  | 134<br>28  |
| 10/28/2020<br>11:44 AM |  STORM PREPARATION: The Town of Lake Lure will be lowering the    |  |  | 2K    | 110<br>77  |
| 10/27/2020<br>4:37 PM  |  FREE COVID-19 TESTING: Please note there will be Free Drive Thru |  |  | 667   | 2<br>1     |
| 10/27/2020<br>4:35 PM  |  COVID-19 UPDATES 10/27/20: There is just (1) known active case   |  |  | 901   | 17<br>7    |
| 10/27/2020<br>3:40 PM  |  A MESSAGE FROM OUR MAYOR - EMPHASIS ON                           |  |  | 2.2K  | 282<br>59  |
| 10/23/2020<br>4:11 PM  |  COVID-19 UPDATES 10/23/20: There are currently just (2) known    |  |  | 760   | 16<br>5    |
| 10/22/2020<br>5:14 PM  |  COVID-19 CLUSTER REPORT: As community spread of COVID-19         |  |  | 1.5K  | 138<br>29  |
| 10/21/2020<br>2:38 PM  |  COVID-19 TESTING OPTIONS: Please see the COVID-19 testing        |  |  | 485   | 5<br>1     |

## 1. Facebook Analytics

### a. Posts: Continued

| Published              | Post                                                                                                                                                     | Type                                                                                | Targeting                                                                           | Reach                                                                                      | Engagement                                                                                      |
|------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------|
| 10/21/2020<br>1:32 PM  |  COVID-19 UPDATES 10/21/20:<br>There are currently (3) known active     |    |    | 686     | 11<br>3      |
| 10/21/2020<br>9:18 AM  |  FREE COVID-19 TESTING<br>10/21/20 : Free Drive Thru COVID-             |    |    | 560     | 1<br>3       |
| 10/19/2020<br>2:42 PM  |  BE BEARWISE THIS FALL: Fall is<br>the favorite season for many people  |    |    | 1.8K    | 69<br>46     |
| 10/19/2020<br>2:33 PM  |  COVID-19 UPDATES 10/19/20:<br>There are currently (3) known active     |    |    | 595     | 12<br>0      |
| 10/16/2020<br>10:53 AM |  REMINDER - DON'T MISS THIS<br>OPPORTUNITY: The Flowering               |    |    | 1.2K    | 65<br>27     |
| 10/15/2020<br>5:36 PM  |  COVID-19 UPDATES 10/15/20:<br>There are (2) known active cases         |    |    | 662     | 8<br>0       |
| 10/13/2020<br>5:55 PM  |  COVID-19 UPDATES 10/13/20: We<br>have had (1) additional case in Lake |   |   | 778    | 9<br>2      |
| 10/13/2020<br>4:26 PM  |  REMINDER: The next Lake Lure<br>Town Council meeting is scheuled     |  |  | 837   | 7<br>7     |
| 10/12/2020<br>3:48 PM  |  REMINDER: The next Lake Lure<br>Town Council meeting is scheuled     |  |  | 852   | 28<br>7    |
| 10/12/2020<br>2:03 PM  |  COVID-19 UPDATES 10/12/20:<br>There have been (41) total COVID-      |  |  | 1.1K  | 42<br>12   |
| 10/09/2020<br>3:57 PM  |  LAKE LEVEL UPDATES & STORM<br>PREPARATION: In preparation for        |  |  | 2.3K  | 24<br>51   |
| 10/09/2020<br>3:18 PM  |  COVID-19 UPDATES 10/9/20:<br>There have been (41) total COVID-       |  |  | 826   | 19<br>5    |
| 10/09/2020<br>12:11 PM |  HERE COMES THE SUN<br>AUCTION: The Lake Lure Flowering               |  |  | 1.8K  | 164<br>63  |
| 10/08/2020<br>4:36 PM  |  COVID-19 UPDATES 10/8/20:<br>There have been (41) total COVID-       |  |  | 769   | 17<br>1    |
| 10/06/2020<br>2:50 PM  |  COVID-19 UPDATES 10/6/20:<br>There have been (41) total COVID-       |  |  | 840   | 28<br>2    |
| 10/01/2020<br>1:23 PM  |  LAKE LURE LAKE DRAWDOWN<br>SCHEDULE: The Town of Lake Lure           |  |  | 1.7K  | 64<br>34   |



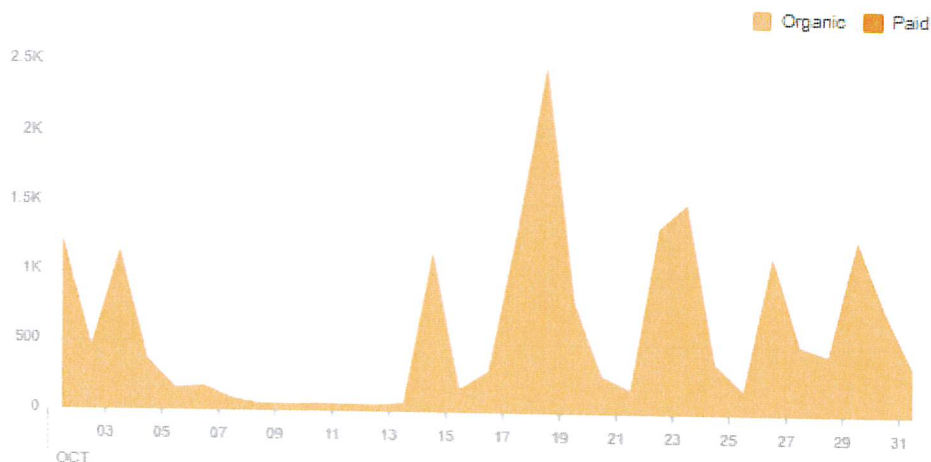
## 1. Facebook Analytics

- a. **Followers** (People who have opted-in to “follow” our profile or page, meaning that they will receive our updates in their timeline): **We had an 11% increase this month over this same time last year with 16,293 followers as of 10/31/20**, compared to 14,737 on 10/31/19.
- e. **Likes** (When someone “likes” a page, they're showing support for the page and indicating they want to see content from the page): **We had a 10% increase this month over this same time last year with 15,975 likes as of 10/31/20**, compared to 14,507 on 10/31/19.
- f. **Reach**: Our Facebook page reached over 15,000 people in the month of October 2020.

### Post Reach

The number of people who saw any of your posts at least once. This metric is estimated.

Create Post



**BENCHMARK**  
Compare your average performance over time.

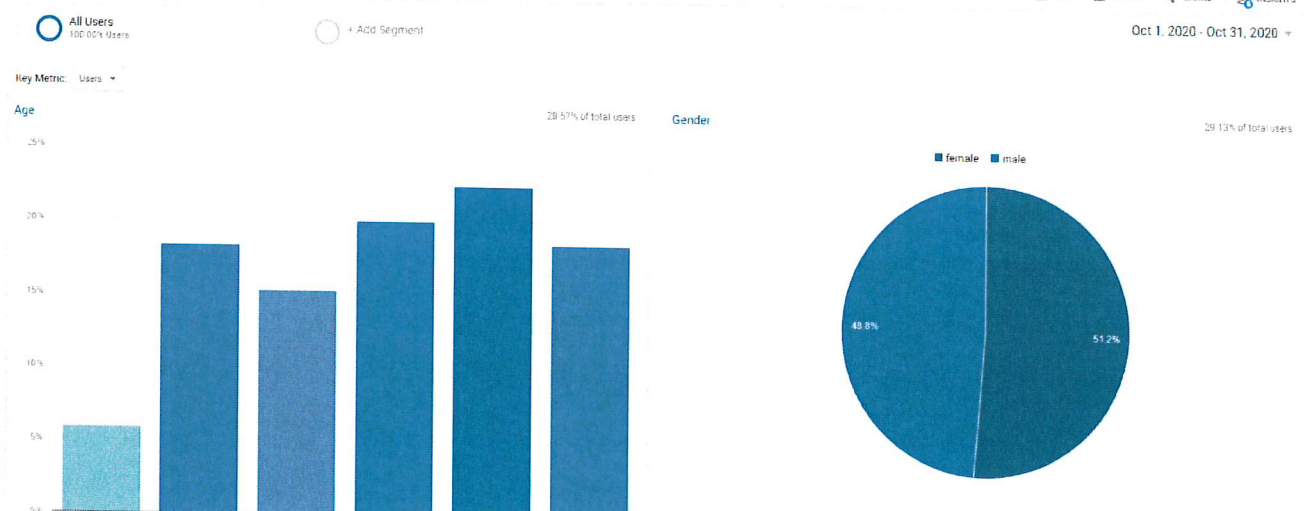
Organic

Paid

## 2. Website Analytics:

- **Users**: There were 14,002 website users in October 2020, a **53%** increase over October 2019.
- **New Users**: There were 13,342 new users in October 2020, a **55%** increase over October 2019.
- **Sessions**: There were 16,810 sessions in October 2020, a **55%** increase over October 2019.
- **Page Views**: There were 31,307 page views in October 2020, **48%** increase over October 2019.
- **Inquiries**: All web inquiries were answered timely by the Customer Service Specialist.
- **User Demographics**: The following chart illustrates the ages and gender of our users

### Demographics: Overview



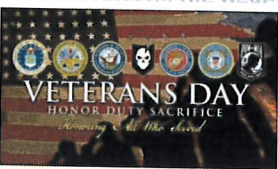


### 3. Upcoming Events:

- a. **Veterans Day Program:** Please plan to join the Town of Lake Lure and Rumbling Bald Resort for a special Veterans Day Program **November 11, 2020 at 9:30 am**, followed by breakfast on The Terrace.



**11/11/20 at 9:30 am - Rumbling Bald Resort  
at the Gazebo on the Beach**



**When:** Wednesday, November 11, 2019 at 9:30 am  
**Where:** Rumbling Bald Resort Gazebo on the Beach, 112 Mountains Blvd,  
Lake Lure, NC 28746 *(In The Terrace Restaurant if it's raining.)*  
**Breakfast:** A buffet breakfast will be served on The terrace outside  
Legends following the program. Veterans and their spouses, please  
enjoy a complimentary meal. Other guests will pay \$5.00 per person.  
**Sponsored by:** Rumbling Bald Resort and the Town of Lake Lure  
**More Information:** Please contact 828-625-9983, extension 103  
**Please Join Us As We Thank Veterans For Serving  
Our Country and Protecting Our Freedoms!**



***Lake Lure Veterans Day Program***  
**November 11, 2020 at 9:30 am**

**Welcome:** Mr. Shaun Tooka, USA (Ret.)  
**Posting of Colors:** Rutherford County Sheriff's Honor Guard  
**National Anthem:** Led by Ms. Kathy Cox  
**Invocation & Greetings:** Chaplain Kevin Anderson, USN  
**Opening Remarks:** Lake Lure Mayor Carol Pritchett  
**Student Tribute:** Lake Lure Classical Academy Students  
**Tribute to Veterans:** Mr. Shaun Tooka, USA (Ret.)  
**God Bless the USA:** Ms. Kathy Cox  
**Special Remarks:** Mr. Jeff Geisler, General Manager,  
Rumbling Bald Resort  
**Benediction:** Chaplain Kevin Anderson, USN

**Breakfast**  
Breakfast will be served at Legends Restaurant following the program.  
Veterans & their spouses, please enjoy a complimentary meal.

- b. **Raptor Roundup:** Supporting the Lake Lure Classical Academy and the Police Department in supporting students in need with holiday gifts through donations in the community.



**Lake Lure Police Department**  
**Protecting and Providing for**  
*Lake Lure Classical Academy Raptors*

*"Education is for improving the lives of others and for leaving your  
community and world better than you found it." — Marcus Wright Williams*

**Be A Part of the Raptor Roundup!**

The Lake Lure Police Department, in partnership with Lake Lure Classical Academy & the Town of Lake Lure, is working to ensure that all students (known as Raptors) have a meaningful holiday this year. 2020 has been a challenging year for everyone, but some Raptors are having an especially difficult time. We want to ensure that all Raptors and the year knowing that they are loved and valued.



This is a community effort and we need your support with the Raptor Roundup. You may be a part of this outreach effort by donating toys from the Raptor wish list, or by donating funds to ensure that disadvantaged Raptors have a special holiday. The Lake Lure Police Department is leading this effort to roundup toys for these special Raptors between 10/23/20 and 12/3/20. Officers will be collecting gifts for the Raptors and will have pre-stamped envelopes for anyone who wishes to make a donation. All checks should be made out to LLCA, 1008 Island Creek Rd, Lake Lure, NC 28746.

Thank you for bringing a smile to Raptors this holiday season!  
For questions please call: Laura Krejci at 828-625-9983 x 103



### III. GRANTS

1. **FEMA High Hazard Dam Grant Award:** The 2020 Grant application was submitted for the design work related to the reservoir drain. The proposal is in the amount of **\$185,710**. The Town of Lake Lure must contribute 35% (**\$64,998.50**) to support completion of this project, if awarded the remaining 65% of **\$120,711.50**. We have been advised the outcome will be shared 11/1/20. We have been given very positive feedback regarding the outcome and we are awaiting the final status of the award.
2. **FEMA FY20 Hazard Mitigation Assistance (HMA) for the Flood Mitigation Assistance (FMA) Grant:** We are working on this application to fund a Dam spillway assessment, automated Tainter gates, and spring gages. We are considering adding generator for the hydroelectric plant.
3. **FEMA FY 2020 Building Resilient Infrastructure and Communities (BRIC) Grant:** We are working on this application to fund the construction of the Dam reservoir drain through this grant opportunity.
4. **Facebook Grant:** Worked with the Police Chief and the Fire Chief to submit a grant application for additional radios for the Police Department and the Fire Department. We hope to utilize the power of technology offered by the APX 4000 radio to better serve the community. These upgraded radios will all these first responders to connect with their colleagues, enhancing response time and safety. The APX 4000 radio delivers all the benefits of P25 Phase 2 technology in a compact and powerful portable radio. It is user friendly and tough as nails, at a value that's hard to beat. These radios connect first responders with each other, and with public works, utilities and rural public safety users for fast, seamless communications.

The equipment is durable enough to withstand dust, heat, shock and submersion. The APX 4000 is IP67 and MIL-STD certified. It's packed with key features to help keep our first responders safe, like mission-critical wireless, two-microphone noise suppression, GPS outdoor location and AES encryption. The cost of the radios is \$31,670.50

5. **Asset Inventory and Assessment Grant Program:** The purpose of this grant is to support developing asset inventories, condition assessment of critical assets, and other components of a comprehensive asset management programs. LaBella Associates will take the lead in applying for this grant in 2021.
6. **Grants Database:** We continue to update the Grants Database as new information becomes available.

### IV. COMMUNICATIONS

1. **Website Assessment:** The Town has been exploring the possibility of updating the current website. Department heads and key staff were interviewed to identify their input on an updated website. Three companies were invited to submit proposals based on the following priorities:
  - a. Utilizes existing brand portfolio (color, font, tag lines, logos, Images, etc. from Arnett Muldrow Report)
  - b. Is user friendly (staff & public)

- c. Facilitates efficient service delivery by departments
- d. Mobile friendly - compatible with cell phones/personal devices
- e. Interfaces with existing software used by the Town
- f. Allows utility customers to pay online
- g. Gives sufficient access to Town records
- h. Allows customers to submit permit applications and pay fees online
- i. Aligns with desire to have employees work from home/remote locations

Two of the companies submitted proposals and presented an overview of their services to department heads and key staff. Participants provided input by ranking the two companies based on the identified priorities. An analysis of the costs and feedback are being reviewed and a summary of the findings will be presented to the Town Manager in the coming days.

2. **Everbridge:** Increased Everbridge registrants by 14 people this month with 1,827 total registrants (774 new registrants + 1053 Nixel) as of 10/31/20. **We sent out the following notifications this month:**
  - 10/30/20: Emergency preparedness – Flood Watch Alert
3. **Sewer System (SS) Renovation Replacement and Renovation Project:** Worked with the UAB, contractors and key staff to develop a strategic communication plan including an introductory letter, detailed overview and update, property owner survey, and Cove Captain meeting outline with the SS team. We are now in the process of creating a list of frequently asked questions and answers to be utilized as needed as we proceed with Phase 1 of the project. A key part of this involves an analysis of the related policies.
  - a) **Mailer/Letter:** On hold awaiting completion of the policy analysis
  - b) **Frequently Asked Questions:** On hold awaiting completion of the policy analysis
  - c) **Community Outreach Schedule Updates/Adjustments:** On hold awaiting completion of the policy analysis
  - d) **Grant Submittals/Results relative to Reservoir Drain / Sewer Access Valve (Design & Construction)**
  - e) **Loan Application** (Reservoir Drain / Sewer Access Valve Construction)
- f) **Mayoral/Town Manager Support:** Provided assistance as needed with Town communications including the Mountain Breeze article, media relations, departmental updates, COVID-19 updates to the public.
- g) **Email Updates:** An email update with the month's headlines will be shared this week with the Town's email database.



# VII

## CONSENT AGENDA

- Adoption of the October 13, 2020 Regular Meeting Minutes and the October 28, 2020 Special Meeting Minutes
  - Adoption of Ordinance No. 20-11-10, Procedures for Disposing of Personal Property
  - Adoption of the 2021 Town Council Meeting Schedule
    - Suspension of the Noise Ordinance and Chapter 61 “Peddlers” Ordinance for the 2021 Polar Plunge Event and to Approve the Polar Plunge as a Town Sanctioned Event
  - Adoption of the FY 2021-2022 Budget Development Calendar



# VII

## CONSENT AGENDA

- A. Adoption of the October 13, 2020 Regular Meeting Minutes and the October 28, 2020 Special Meeting Minutes



**MINUTES OF THE REGULAR MEETING OF THE LAKE LURE TOWN COUNCIL  
HELD TUESDAY, OCTOBER 13, 2020, 5:00 P.M. VIA ZOOM**

**PRESENT** Mayor Carol C. Pritchett  
**VIA ZOOM:** Mayor Pro Tem John W. Moore  
Commissioner Patrick Bryant  
Commissioner David DiOrio  
Commissioner John Kilby

William Morgan, Jr., Town Attorney  
Shannon Baldwin, Town Manager

**ABSENT:** N/A

**I. CALL TO ORDER**

Mayor Carol C. Pritchett called the meeting to order at 5:00 p.m.

**II. APPROVE THE AGENDA**

Commissioner John Moore made a motion to approve the Agenda, as presented. Commissioner John Kilby seconded and the motion carried 4-0.

**III. MAYOR'S COMMUNICATIONS**

There were no Mayor Communications to report.

**IV. TOWN MANAGER COMMUNICATIONS**

- Town Manager Shannon Baldwin reported on recent activities. The amphitheater in Morse Park now has grass and the area will continue to be maintained and cared for. The Labor Day Fireworks Event was held and Mr. Baldwin thanked everyone who participated and helped to make that event successful. A postcard from the Mayor was recently sent out to residents conveying the importance of completing the 2020 Census. A lake patrol schedule was created for the reserve officers that will be patrolling the Lake. The tainter gate lighting has been installed and completed. Lastly, Mr. Baldwin reported that he, Commissioner Kilby, and Commissioner Moore met with The Policy Group last week, a firm



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that will be representing the Town lobby for money from the NC General Assembly. Commissioner Kilby provided additional background. He mentioned that he spoke with Walter Dalton, who was previously the president of ICC, a state senator and Lieutenant Governor, who provided his perspective expressing that the County could be an asset to the Town in possibly being a financial backer but felt that the County may not understand how much of an economic impact the Town and the Gorge has. Mr. Baldwin noted that Steve Metcalf with The Policy Group has worked with the County Manager, Steve Garrison, for a number of years and also with Scott Dadson, Director of IPDC. He stated that he would reach out to those chief appointed officials in their perspective organizations and make conversation to gather information and would bring back suggestions about how the Town can continue to work with them. He explained that a catastrophic event would have negative impacts on the Town as well as the entire County because Lake Lure is such a large part of the sales tax generated, tourism, and tax base. He stated that a one page message, with 5-6 key bullet points listed, would be provided to The Policy Group to take to the NC General Assembly on behalf of the Town.

### **V. COUNCIL LIAISON REPORTS & COMMENTS**

Commissioner DiOrio reported the activities of the Parks and Recreation Board and the Utilities Advisory Board.

Commissioner John Kilby reported that the ABC Board and the Lake Advisory Board did not meet last month.

Commissioner John Moore reported that the Zoning and Planning Board did not meet last month.

Commissioner Patrick Bryant reported that the Board of Adjustment and the Lake Structure Appeals Board did not meet last month.

### **VI. PUBLIC FORUM**

Mayor Carol C. Pritchett invited the audience to speak (via Zoom) and no one requested to speak at this time.

|                            |
|----------------------------|
| <b>VII. CONSENT AGENDA</b> |
|----------------------------|

Mayor Carol C. Pritchett presented the Consent Agenda and asked if any other items should be removed before calling for action. Commissioner DiOrio asked to move the 2020-2021 Dredging Plan agenda item from Consent to Unfinished Business.

Commissioner John Moore made a motion to approve the Consent Agenda, as amended. Commissioner John Kilby seconded. Therefore, the Consent Agenda incorporating the following items was unanimously approved and adopted:

- A. Adopt the September 8, 2020 Regular Meeting Minutes and the September 30, 2020 Special Work Session Minutes
- B. Adopt Ordinance No. 20-10-13 Capital Project Ordinance for Phase 1 Sewer Upgrades

**ORDINANCE NO. 20-10-13  
CAPITAL PROJECT ORDINANCE  
OF THE TOWN OF LAKE LURE TOWN COUNCIL**

BE IT ORDAINED by the Governing Board of the Town of Lake Lure, which, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

**Sewer Upgrades Phase I**

**Section 1.** The project includes the installation of a sewer access valve in the Lake Lure hydroelectric dam, the installation of a section of the gravity/pump HDPE perimeter sanitary sewer system, the rehabilitation of the existing perimeter manholes, the installation of a grit removal system, the rehabilitation of the fine screen, and the demolition and replacement of the existing digester at the Lake Lure Wastewater Treatment Plant.

**Section 2.** The officers of the Town of Lake Lure are hereby directed to proceed with the capital project within the terms of the council's resolution, loan documents, grants and the budget contained herein.

**Section 3.** The following amounts are appropriated for the project:

|                    |                     |
|--------------------|---------------------|
| Construction       | \$11,000,000        |
| Design/Engineering | \$1,500,000         |
| Contingency        | \$80,261            |
| <b>Total</b>       | <b>\$12,580,261</b> |

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**Section 4.** The following revenues are available for this project:  
Loan from North Carolina Dept. of Environmental Quality-  
Division of Water Infrastructure- Clean Water State  
Revolving Fund

**Total** **\$12,580,261**

**Section 5.** The finance officer is hereby directed to maintain within the Capital Project Fund, sufficient detailed accounting records related to the project.

**Section 6.** The finance officer is directed to report, on a quarterly basis, on the financial status of each project element in section 3.

**Section 7.** The budget officer is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to this board.

**Section 8.** Copies of this capital project ordinance shall be furnished to the Clerk to Town Council, and to the Budget Officer and the Finance Officer for direction in carrying out this project.

Adopted and approved by vote of (for 4) (against 0) this the 13<sup>th</sup> day of October, 2020.

- C. Revise BA#282-Acknowledge High Hazard Potential Dam Funds as a General Fund expense rather than Hydro-Electric Fund expense.
- D. Amendment to the Lake Lure Tours and Beach, Marina, and Tour Boat Concession Agreements
- E. Disposal of Surplus Equipment – Fire Department
- F. Request from Lake Lure Tours and the Hickory Nut Gorge Chamber to Waive the Peddling Ordinance, the Alcohol Ordinance, and the Noise Ordinance for a New Year's Eve Fireworks Event on the Lake Lure Beach and to Authorize a Tree Lighting Event on November 27<sup>th</sup> on Town Property

**VIII. UNFINISHED BUSINESS:**

**A. 2020-2021 DREDGING PLAN**

Parks, Recreation, and Lake Director Dean Givens provided an overview of the 2020-2021 Dredging Plan and referenced the maps included in the packet. He explained that there has been an ongoing project to try and locate where the sewer lines are in the river and the Lake. He proposed dredging down to a depth of 8' in an area that has been previously dredged at a depth



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of 10'. Town Engineer Kurt Wright agreed with this method. When the Lake is lowered in January, dredging will then be moved out by barge and excavator to the area of the silt shelf. When the Lake is at full pond, dredging will be moved back to the previous area. He stated that while the Lake is down, they will be trying to locate sewer lines in the river channel and explained how that process works. Mr. Wright added that he will meet with Mr. Givens, Public Works Director David Arrowood, and Tim Edwards, dredging contractor, tomorrow about the possibility of doing a soft or hard dig to try and locate pipes. If pipes can be uncovered in Morse Park, they can set a manhole there which can be ingress/egress for other tools/equipment. They want to use previous knowledge to begin a point base to identify where the pipes are. Mr. Wright stated that he approves of the Dredging Plan being proposed.

Commissioner David DiOrio made a motion to approve the 2020-2021 Lake Lure Dredging Plan. Commissioner Patrick Bryant seconded and the motion carried 4-0.

### **IX. NEW BUSINESS:**

There were no New Business items to discuss.

### **X. CLOSED SESSION**

Commissioner Patrick Bryant made a motion to enter into Closed Session in accordance with G.S. 143-318.11(a)(3) for the purpose of discussing attorney client privilege or legal claims and with G.S. 143-318.11(a)(6) for the purpose of discussing personnel matters. Commissioner David DiOrio seconded and the motion carried 4-0. Council also invited Assistant Community Development Director Mitchell Anderson.

While in Closed Session, Town Manager Shannon Baldwin reported on a legal matter.

Mr. Baldwin then reported on a personnel matter.

Commissioner David DiOrio made a motion to leave Closed Session and return to open session. Commissioner Patrick Bryant seconded and the motion carried 4-0.

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**ADJOURN THE MEETING**

With no further business, Commissioner John Moore made a motion to adjourn the meeting at 7:06 p.m. Commissioner John Kilby seconded and the motion carried 4-0.

ATTEST:

\_\_\_\_\_  
Michelle Jolley,  
Town Clerk

\_\_\_\_\_  
Mayor Carol C. Pritchett



**MINUTES OF THE SPECIAL MEETING OF THE LAKE LURE TOWN COUNCIL  
HELD WEDNESDAY, OCTOBER 28, 2020, 8:30 A.M. VIA ZOOM**

**PRESENT** Mayor Carol C. Pritchett  
**VIA ZOOM:** Mayor Pro Tem John W. Moore  
Commissioner Patrick Bryant  
Commissioner David DiOrio  
Commissioner John Kilby  
Shannon Baldwin, Town Manager

**ABSENT:** N/A

**I. CALL TO ORDER**

Mayor Carol Pritchett called the meeting to order at 8:31 a.m.

**II. AGENDA ADOPTION**

Mayor Carol Pritchett asked that "New Business F, The Policy Group Discussion" be moved to "New Business A" and "New Business E, Access to Public Facilities and Town Meetings Discussion and Decision" be moved to "New Business B" to accommodate the guests attending the meeting via Zoom.

Commissioner John Kilby made a motion to approve the Agenda, as amended. Commissioner David DiOrio seconded and the motion carried 4-0.

**III. CONSENT**

Commissioner John Moore made a motion to approve the Consent Agenda, as presented. Commissioner John Kilby seconded and the motion carried 4-0. Therefore, the following items were approved:

- A. Adoption of Resolution No. 20-10-28 Sponsoring the General Navigation Dredging project



**RESOLUTION NO. 20-10-28  
SPONSORING THE GENERAL NAVIGATION DREDGING PROJECT**

**WHEREAS**, the Town of Lake Lure Board of Commissioners desires to sponsor the Town of Lake Lure General Navigation Dredging Project. This project is projected to remove approximately 40,000 cubic yards of sediment via dredging from the Broad River and Lake Lure, improving general navigation and boater safety in an area of the Lake that experiences significant impact from upstream sedimentation, impeding access to the Town marina and public launch ramp.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

- 1) The Board requests the State of North Carolina to provide financial assistance to the Town of Lake Lure for the Town of Lake Lure General Navigation Dredging Project in the amount of \$ 637,500 or 75 percent of project construction cost, whichever is the lesser amount;
- 2) The Board assumes full obligation for payment of the balance of project costs;
- 3) The Board will obtain all necessary State and Federal permits;
- 4) The Board will comply with all applicable laws governing the award of contracts and the expenditure of public funds by local governments.
- 5) The Board will supervise construction of the project to assure compliance with permit conditions and to assure safe and proper construction according to approved plans and specifications;
- 6) The Board will obtain appropriate easements, rights-of-way or suitable dredge material disposal areas that may be necessary for the construction and operation of the project without cost or obligation to the State;
- 7) The Board will ensure that the project is open for use by the public on an equal basis with limited restrictions (if on public property);
- 8) The Board will hold the State harmless from any damages that may result from the construction, operation and maintenance of the project;
- 9) The Board accepts responsibility for the operation and maintenance of the completed project.

**RESOLUTION NO. 20-10-28A  
REAFFIRMING THE ADOPTION OF THE 2014 LAKE LURE  
TOWN CENTER SMALL AREA PLAN**

**WHEREAS**, the Town of Lake Lure was in need of a Town Center Small Area Plan as identified in 2007-2027 Comprehensive Plan; and

**WHEREAS**, the Town Council of the Town of Lake Lure adopted The Lake Lure Town Center Master Plan (Phase 1) by Resolution No. 12-18-14a; and

**WHEREAS**, the Town Council of the Town of Lake Lure recognized through adoption of Resolution No. 13-05-21 and 13-05-21A, that the Town Center Master Plan (Phase 1) aligns with the adopted Lake Lure and Chimney Rock Traffic Study prepared by MSTa and 2013 Lake Lure & Chimney Rock Village Comprehensive Transportation Plan; and

**WHEREAS**, Planning Board divided the TC SAP in three distinct areas in need of their own respective plans:

- Pedestrian Bridge - Bay Area
- Rocky Broad Gateway
- Main Street

**WHEREAS**, the Planning Board developed a scope of work and entered into an agreement with Knight Strategies to secure professional services to develop plans for all three areas; and

**WHEREAS**, the Planning Board solicited input from voters, property owners, business owners, community leaders, and residents of the Town of Lake Lure through stakeholder steering committee meetings and design charrettes regarding the future development of all three areas in the Town Center and produced plans as follows:

- Pedestrian Bridge Bay Area Plan
- Rocky Broad Gateway Plan
- Main Street Master Plan

**WHEREAS**, these three area plans taken together are the TC SAP; and

**WHEREAS**, the TC SAP builds on the 1926 Draper Plan and aligns with the previously adopted plans:

- 2007-2027 Comprehensive Plan
- 2011 Chimney Rock State Master Plan

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- 2012 Town Center Master Plan, Phase 1
- 2013 Comprehensive Transportation Plan

**WHEREAS**, the Town Council of the Town of Lake Lure adopted the Town Center Small Area Plan by Resolution NO. 14-09-09; and

**WHEREAS**, the Town Council of the Town of Lake Lure believes the consideration of alternative plans must address the guiding principles used to develop previously adopted plans as well as ensure a traffic study is performed on plans that significantly deviate from the Lake Lure and Chimney Rock Traffic Study report prepared by MST&A and adopted by Resolution No. 13-05-21.

**NOW, THEREFORE, BE IT RESOLVED THAT THE TOWN COUNCIL OF THE TOWN OF LAKE LURE, NORTH CAROLINA** reaffirms the adoption of the 2014 Lake Lure Town Center Small Area Plan to serve as a guide for the development of the Lake Lure Town Center over the long term. As well as to provide historical context and guidance during the consideration of future alternative Town Center plans.

Adopted this 28<sup>th</sup> day of October, 2020.

**IV. NEW BUSINESS**

**A. THE POLICY GROUP DISCUSSION**

Town Manager Shannon Baldwin explained that the Town is hoping to secure funds from the N.C. General Assembly and he expressed the need to share talking points to help secure the Town's interests. One item that has recently been discussed is the possibility of securing authorization through a local bill that would allow the Town to use its property tax in a more flexible manner (such as using it in a way to help fund some of the water and sewer projects that the Town currently has in motion and may have in motion in the future). He stated the Town may gain more traction with asking for a local bill versus asking for a large sum of money. Steve Metcalf, President of The Policy Group, suggested asking for both types of appropriations. He noted that it is within the Town's authority to adjust the ad valorem tax rate as appropriate for the Town's needs. Mr. Metcalf also stated that they need to research what the requirements are for a local bill and what the implications would be. He also noted that the idea of the Town asking for a local bill will demonstrate to the General Assembly and the public that the Town is willing to make some sacrifices and deal with an issue without automatically asking for help from the outside, even though it is necessary. He also pointed out that the upcoming election and partisan makeup could impact the strategy they're invoking. John Metcalf, Senior Policy Advisor with The Policy Group, agreed and mentioned that there are a lot of policy decisions waiting on what the results of the election holds. He stated that they would provide an election analysis after next week's election showing the impacts of those results.



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Commissioner DiOrio explained that the two purposes of the sewer system are to protect the Lake (for everyone's interests) and to serve the sewer. Therefore, utilizing a portion of the ad valorem taxes to preserve the Lake would be in the best interest of everyone. He stated that he spoke with John Nicholson yesterday, Chief Deputy Secretary for the NC Department of Environmental Quality, who has committed his office to help Lake Lure in any way they can. Mr. Steve Metcalf mentioned that he would follow up with Mr. Nicholson and have a conversation with him. It was noted that the SRF loan supports Phase I but property taxes will be needed for supporting phase II and III of the sewer system and refurbishment or replacement of the Dam. Mayor Pritchett asked if ad valorem taxes could be used for funds other than sewer. Mr. Steve Metcalf stated it could be used for whatever legislation is asked for and stated that you can include as many uses you feel are necessary. However, narrowing the uses will give the Town a better opportunity to secure legislation. Mr. Baldwin added that if legislation is secured, we should consider using property tax in a flexible or narrow manner. He expressed that outside revenue is needed for failing infrastructure because the Town cannot support those needs. He felt that if the Town shows it is willing to use property taxes to help as well, it may help in securing an appropriation needed for infrastructure that's rapidly deteriorating.

### **IV. NEW BUSINESS**

#### **B. ACCESS TO PUBLIC FACILITIES AND TOWN MEETINGS**

Town Manager Shannon Baldwin pointed out that advisory boards have been holding meetings virtually instead of meeting in Town Hall as a safety measure during the Coronavirus pandemic and asked how Council would like to proceed with future meetings. He noted that customers visiting Town Hall have been asked to communicate with staff from a window microphone instead of being allowed inside and noted that things have been running smoothly. He added that the number of COVID-19 cases have been on the rise. Fire Chief Dustin Waycaster reported on the numbers of COVID cases in the County noting that there has only been one positive case in Lake Lure in the recent weeks. He pointed out that the results of the upcoming election could dictate how to proceed with COVID restrictions. He stated that he spoke with the County Emergency Management Director who is meeting with the Health Department Director, Karen Powell, tomorrow and will pass along information on how to proceed. He stated that the current plan in place has been working well and is keeping staff safe from being exposed. Maybe keeping those measures in place into the first of next year but is Council's decision on how to proceed. Mayor Pritchett did not feel it was likely in the next few months that the threat of COVID would be any less and did not feel that we are in a better position now to reopen as we have been in the warmer months. Commissioner Kilby pointed out that the ABC Board have not met in months noting that a few of their members do not have the capability to meet virtually. The Board discussed how to proceed with future meetings. Assistant Community Development Director Mitchell Anderson pointed out that anyone can access a meeting via phone if they do not have the capabilities to join a Zoom meeting using the meeting link. He agreed to hold test meetings with the ABC Board as well.

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Mr. Baldwin asked for Council's thoughts on whether or not to allow customers back into Town Hall or to keep accommodating them through the window as an extra layer of protection. He also made note that a glass barrier was installed at the front desk. Mayor Pritchett pointed out that there is already a sign on the front door stating that masks are required. She stated that there may be some people who would have difficulty standing outside in cold weather. Mr. Baldwin suggested allowing staff to use their discretion on whether or not to allow customers into the building. He stated that we can come up with a policy and let staff use their discretion in implementing that policy. Council agreed with the recommendations and asked that meetings continue virtually until at least mid-January and reassess at that point.

### **IV. NEW BUSINESS**

#### **C. PHASE 1 SEWER PROJECT DEVELOPMENT**

Town Manager Shannon Baldwin provided a brief summary. The Environmental impact documents have been sent to the Division of Water Infrastructure (DWI) and are under review. He stated he spoke with the NC Department of Environmental Quality (DEQ) yesterday about the new sewer system and it seems to be an unprecedented system. He is working through questions from DEQ and making progress. He expressed that all of DEQ's questions need to be answered relative to the Engineering Report/Environmental Information Document (ER/EID) before starting the design, and that we fully understand any mandates from DEQ. He suggested making sure to get the ER/EID at a place where DEQ is satisfied before signing Task Order 6. He noted that DEQ will be sending the questions they have to us within the next few days. Mayor Pritchett noted that during the meeting with DEQ yesterday, they questioned whether the system in Phase 1 could act as a standalone system until the rest of the phases are complete, which could take 10-20 years. She noted that they were interested in attending the next Utility Advisory Board meeting. Commissioner DiOrio agreed that approving Task 6 is a little premature until we know the ER/EID will be signed and encouraged LaBella to do precursors now. Mr. Wright agreed but noted that there is an overlap. The Town has a valid concern of not wanting to start design on an unapproved ER/EID. LaBella on the other hand has to start getting the pipe in the ground this winter. These are uncontrollable factors. He suggested inviting Ken Pohlig, Engineer with NCDWI, to attend the UAB meeting. He pointed out that Mr. Pohlig relayed to him that DEQ is asking for more than they normally do on the ER/EID in regards to design. Mr. Walsh stated that Mr. Pohlig is very intelligent and agreed with requesting that he join the next UAB meeting. He believes that DEQ is rightfully nervous because this type of system has never been done before and stated that they will work with them for final design of the ER/EID phase. He pointed out that there are timelines coming up; the first being the sewer access valve. He stated that fortunately this project has caught everyone's attention and they are getting a lot of cooperation and involvement. Mr. Pohlig has even taken his time to look at flow data and sent his analysis. It has their imagination and he's encouraged by what they're hearing and seeing on this new, unique approach but noted that we will have to walk the State through this project.

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Brian Houston, with LaBella Associates, pointed out that Mr. Pohlig is asking for work to be done now which would normally be the first step in the final engineering of the project and he is attempting to get it done within a few days. Mayor Pritchett noted that this is a dilemma for sure. Commissioner DiOrio updated Council on discussions held during the last UAB meeting regarding policy development on getting more customers. Mayor Pritchett pointed out that Council has to authority to legally mandate a connection.

Mr. Baldwin recommended waiting to sign Task Order No. 6 until DEQ approves of the ER/EID. Mayor Pritchett did not get the feeling that the ER/EID would be approved in a few days but that the letter of questions they have would be delivered. They did not indicate when the approval of the ER/EID would be. Mr. Walsh stated he has tried to push Mr. Pohlig on a timeline. If weeks turns into months, he fears the ability to meet our construction window. Mr. Wright did not believe it was possible to get an approval of the ER/EID in November and felt it would likely happen closer to the end of the year. Therefore, Commissioner DiOrio suggested not waiting for a signed ER/EID to sign Task Order 6. He suggested answering all of DEQ's questions to their satisfaction and then signing Task Order 6. Mr. Walsh noted that he spoke with the Asheville Regional Office who stated that their recommendations were not currently required at any wastewater treatment plant in the State. Mr. Baldwin suggested we play this by ear and keep a close contact with DEQ on a weekly basis. Council agreed that once all DEQ questions are answered satisfactorily, Task Order No. 6 can be signed.

### **IV. NEW BUSINESS**

#### **D. GOLF COURSE PROPERTY**

Parks, Recreation, and Lake Director Dean Givens reported that he has been researching different ways the Golf Course property could be operated. The Town gives a \$75,000 a year subsidy, which was to be reduced over a few years. However, he noted that this has not happened and the subsidy amount has actually increased. In the last four decades, there has been a loss of around \$5 million dollars on the Golf Course. He stated that there are many different options for this property and suggested hiring a company to help figure out the best use. He pointed out that a Concessions Agreement has never been done before in the past and could be one potential option. He received a bid from WithersRavenel to do a master plan and he has developed an RFP to continue golf course operations. He reported that he received an appraisal of \$6,500 for the Golf Course property from a company out of Charlotte. Another company, The Marwin Group out of Fletcher, NC, appraised the property at \$15,000 and included the entire tract as a whole, including sewer/water/clubhouse, as is. They broke it down to what it is worth today versus with utilities.

Commissioner Moore stated the detail in The Marwin Group is more what we are looking for and asked if we could take a list of some of the things that were included in their report and asking others to include those in their appraisals as well. Mr. Givens stated that he would speak with the company out of Charlotte again and ask that they include these other items in their



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appraisal. He noted that he has reached out to other companies as well but has had no responses back and has not received any resumes at this point. Commissioner Moore asked that we see their resumes and experience as well as the appraisals. Council agreed that this is the best step for now. He stated it might be worthwhile to separate out the Dittmer Watts Trail because it's like a third part of the property. There is value for each area of the property because they are all unique. Mr. Wright pointed out that if the Town were to add sewer to that property, it would increase value and increase flow at the Dam and feed into the capacity of Phase 1. Mr. Baldwin added that there is opportunity to increase the commercial tax base and increase customers to our sewer system that are higher users. Other uses could include work force type housing in the form of apartments or condos, etc. There are a lot of possibilities that could increase tax base and customers for utilities. There are all kinds of uses based on what the Town wants to do with that property. If we go through a process to figure out the highest and best use for that process, we will know how to create an RFP.

Mayor Pritchett questioned sending out an RFP if the Town no longer desires to use that property as a golf course. Mr. Baldwin explained that the RFP would be for a concession agreement in the future and the Town would no longer provide a subsidy. The Town would want to make 15% off of concessions to be the same as other concession agreements in town. The bar would be set very high and there may be no one interested. Commissioner DiOrio pointed out that April, 2022 is when the existing contract with Dale Minick is up. He reported that Mr. Minick has indicated an email that he is not interested in renewing the Contract. He suggested two approaches to work in parallel: 1) the appraisal and identifying in the RFP a framework for the different sections of the property. He also noted it would be wise to create the Golf Course Contract to be structured as a year-by-year contrast so that we are always in a one year window of cancelling the contract if we have someone wanting to purchase. Perhaps a 15% income and maintenance of the property without additional costs from the Town is an option. Worst case would be that no one is interested and the Town would have to maintain the property to make presentable for sale. He proposes going down both paths and structuring the contract to go out five years with one year incremental options to be executed. Commissioner Moore noted this is the second time this has been done and cautioned using the term "affordable housing" as a potential option for that property. Affordable housing in the real estate industry is equal to government subsidy and he would not support government subsidy housing there. He suggested calling it "work force housing" instead.

Mr. Baldwin stated the Parks and Recreation Department could draft an RFP to release for a commercial appraisal to see what kinds of responses are received, if any. Or, he pointed out that an addendum could be added that would eliminate the current subsidy and add a 15% requirement for continuation. Commissioner Moore asked about the progress on the retirement center on the northern side of town and Mr. Baldwin stated he has had any updates. Commissioner Moore mentioned that the Golf Course property could potentially accommodate something like that. Attorney Morgan explained that we are not supposed to enter into a lease that we know is going to be longer than 10 years, either by the term itself or the extensions being over 10 years, without going through the statutory process of selling it (even though it may not be a sale). To follow the letter of the statutes on disposition of public property, it would be

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appropriate to have an RFP for other operators if this is Council's decision on where to go. Mr. Baldwin suggested doing a formal RFP at the end of the current contract, regardless if the property is continued to be used as a golf course or not, in order to abide by law. It was noted that there is no requirement for this to go before the Parks and Recreation Board first.

### **IV. NEW BUSINESS**

#### **E. WITHERSRAVENEL PROPOSAL**

Town Manager Shannon Baldwin explained that a budget amendment is needed to pursue the proposal from WithersRavenel for a USDA loan to construct the dam reservoir drain (sewer access valve) so that we can move forward with Phase 1 of the sewer project and satisfy a requirement of DEQ, Dam Safety Office. The proposal is for a fee not to exceed \$25k. This is critical to stay on schedule for construction of the sewer system. He mentioned that Communications Specialist Laura Krejci has applied for a grant for the reservoir drain design and we should hear something possibly the first week in November. The \$2.5 million SRF loan is earmarked for the reservoir drain but if we have another source of revenue for that, the \$2.5 million can be used for the sewer system. We will also be applying for a grant for construction of the reservoir drain. The USDA loan is also being considered as a potential third funding source. Internally to date, staff have never completed a USDA loan application before. WithersRavenel does this kind of work and this proposal is to basically start a process to work with them to submit a loan application to USDA to perform the construction of the reservoir drain.

Ms. Krejci reported on three potential grant opportunities. FEMA High Hazard Dam Grant Award: The 2020 Grant application was submitted for the design work related to the reservoir drain. The proposal is in the amount of \$185,710. The Town of Lake Lure must contribute 35% (\$64,998.50) to support completion of this project, if awarded the remaining 65% of \$120,711.50. We have been advised the outcome will be shared on November 1<sup>st</sup>. We have been given very positive feedback regarding the outcome and we are awaiting the final status of the award. FEMA FY20 Hazard Mitigation Assistance (HMA) for the Flood Mitigation Assistance (FMA) Grant: We are working on this application to fund a dam spillway assessment, automated tainter gates, and spring gages. We are considering adding generator for the Hydroelectric Plant. FEMA FY 2020 Building Resilient Infrastructure and Communities (BRIC) Grant: We are working on this application to fund the construction of the dam reservoir drain through this grant opportunity.

Ms. Krejci noted that NC Dam Safety Engineer, George, Eller, visited the Dam, which was very positive for the Town. Commissioner Kilby mentioned that Mr. Eller stated to him yesterday that there is additional money becoming available and he felt positive they could help the Town out. Mr. Baldwin noted that the USDA loan process is arduous and stressed the importance of getting started on that loan application in order to get confirmation for construction of the reservoir drain. He stated that we are first waiting to hear if we get the grant for design before pursuing a USDA loan. Commissioner DiOrio felt the best approach is to go

**Page 10- Minutes of the October 28, 2020 Special Town Council Meeting**

after the BRIC Grant as a third option instead of USDA loan. The USDA loan could then be the fourth option. He suggested going after BRIC, keeping the USDA loan on hold for now, and having the Metcalf's with The Policy Group pursue the legislative oversight and everyone agreed.

**IV. NEW BUSINESS**

**F. TASK 6 OF THE SEWER SYSTEM PROJECT PROPOSAL**

Mayor Pritchett noted that this was discussed in the previous conversations. Mr. Baldwin stated that staff is clear on this agenda item.

**V. ADJOURN THE MEETING**

With no further business, Commissioner John Moore made a motion to adjourn the meeting at 10:31p.m. Commissioner Patrick Bryant seconded and the motion carried 4-0.

ATTEST:

\_\_\_\_\_  
Michelle Jolley,  
Town Clerk

\_\_\_\_\_  
Mayor Carol Pritchett



**LAKE LURE TOWN COUNCIL  
REQUEST FOR BOARD ACTION**

**Meeting Date:** November 10, 2020

**SUBJECT:** Ordinance No. 20-11-10 Prescribing Procedures for Disposing of Personal Property Valued at Less than \$30,000 and Repealing Ordinance 01-01-09A.

**AGENDA INFORMATION:**

**Agenda Location:** Consent  
**Item Number:** B  
**Department:** Administration  
**Contact:** Michelle Jolley, Town Clerk  
**Presenter:** Michelle Jolley, Town Clerk

**BRIEF SUMMARY:** This Ordinance replaces Ordinance No. 01-01-09A, which is out of date. NC G.S. 160A-266(c) authorizes private negotiation and sale for personal property valued at less than \$30,000 (Ord. No. 01-01-09A shows a value of only \$5,000). This ordinance also authorizes the Town Manager to conduct small surplus item sales without governing board approval.

**RECOMMENDED MOTION AND REQUESTED ACTIONS:** To adopt Ordinance No. 20-11-10, Prescribing Procedures for Disposing of Personal Property Valued at Less than \$30,000 and Repealing Ordinance 01-01-09A.

**FUNDING SOURCE:** Not Applicable

**ATTACHMENTS:** Ordinance No. 20-11-10, G.S. 160A-266

**STAFF'S COMMENTS AND RECOMMENDATIONS:** In an email discussion with the Town Attorney on October 13<sup>th</sup>, I brought it to his attention that the current Ordinance for disposing of personal property was no longer current with the General Statute. William Morgan suggested in the email that "...the Ordinance adopted pursuant to the outdated version of the Statute be updated to be consistent with the current version of G.S. 160A-266."



## **ORDINANCE NUMBER 20-11-10**

### **AN ORDINANCE PRESCRIBING PROCEDURES FOR DISPOSING OF PERSONAL PROPERTY VALUED AT LESS THAN \$30,000 AND REPEALING ORDINANCE 01-01-09A**

**BE IT ORDAINED** by the Town Council of the Town of Lake Lure:

**Section 1.** The Town Manager is hereby authorized to dispose of any surplus personal property owned by the Town of Lake Lure, whenever he or she determines, in his or her discretion, that:

- (a) the item or group of items has a fair market value of less than thirty thousand dollars (\$30,000.00);
- (b) the property is no longer necessary for the conduct of public business; and,
- (c) sound property management principles and financial considerations indicate that the interests of the Town would best be served by disposing of the property.

**Section 2.** The Town Manager may dispose of any such surplus personal property by any means which he or she judges reasonably calculated to yield the highest attainable sale price in money or other consideration, including but not limited to the methods of sale provided in Article 12 of N.C. Gen. Stat. Chapter 160A. Such sale may be public or private, and with or without notice and minimum waiting period.

**Section 3.** The surplus property shall be sold to the party who tenders the highest offer, or exchanged for any property or services useful to the Town if greater value may be obtained in that manner, and the Town Manager is hereby authorized to execute and deliver any applicable title documents. If no offers are received within a reasonable time, the Town Manager may retain the property, obtain any reasonably available salvage value, or cause it to be discarded. No surplus property may be donated to any individual or organization except by resolution of the Town Council.

**Section 4.** The Town Manager shall keep a record of all property sold under authority of this Ordinance and that record shall generally describe the property sold or exchanged, to whom it was sold or with whom exchanged, and the amount of money or other consideration received for each sale or exchange.

**Section 5.** This Ordinance is enacted pursuant to the provisions of N.C. Gen. Stat. § 160A-266(c).

**Section 6.** Ordinance 01-01-09A is hereby repealed in its entirety.

**Section 7.** This Ordinance shall become effective upon adoption.

Adopted this 10<sup>th</sup> day of November, 2020.

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Carol C. Pritchett, Mayor

ATTEST:

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Town Clerk

Approved as to content & form:

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William C. Morgan, Jr.  
Town Attorney



**§ 160A-266. Methods of sale; limitation.**

(a) Subject to the limitations prescribed in subsection (b) of this section, and according to the procedures prescribed in this Article, a city may dispose of real or personal property belonging to the city by:

- (1) Private negotiation and sale;
- (2) Advertisement for sealed bids;
- (3) Negotiated offer, advertisement, and upset bid;
- (4) Public auction; or
- (5) Exchange.

(b) Private negotiation and sale may be used only with respect to personal property valued at less than thirty thousand dollars (\$30,000) for any one item or group of similar items. Real property, of any value, and personal property valued at thirty thousand dollars (\$30,000) or more for any one item or group of similar items may be exchanged as permitted by G.S. 160A-271, or may be sold by any method permitted in this Article other than private negotiation and sale, except as permitted in G.S. 160A-277 and G.S. 160A-279.

Provided, however, a city may dispose of real property of any value and personal property valued at thirty thousand dollars (\$30,000) or more for any one item or group of similar items by private negotiation and sale where (i) said real or personal property is significant for its architectural, archaeological, artistic, cultural or historical associations, or significant for its relationship to other property significant for architectural, archaeological, artistic, cultural or historical associations, or significant for its natural, scenic or open condition; and (ii) said real or personal property is to be sold to a nonprofit corporation or trust whose purposes include the preservation or conservation of real or personal properties of architectural, archaeological, artistic, cultural, historical, natural or scenic significance; and (iii) where a preservation agreement or conservation agreement as defined in G.S. 121-35 is placed in the deed conveying said property from the city to the nonprofit corporation or trust. Said nonprofit corporation or trust shall only dispose of or use said real or personal property subject to covenants or other legally binding restrictions which will promote the preservation or conservation of the property, and, where appropriate, secure rights of public access.

(c) A city council may adopt regulations prescribing procedures for disposing of personal property valued at less than thirty thousand dollars (\$30,000) for any one item or group of items in substitution for the requirements of this Article. The regulations shall be designed to secure for the city fair market value for all property disposed of and to accomplish the disposal efficiently and economically. The regulations may, but need not, require published notice, and may provide for either public or private exchanges and sales. The council may authorize one or more city officials to declare surplus any personal property valued at less than thirty thousand dollars (\$30,000) for any one item or group of items, to set its fair market value, and to convey title to the property for the city in accord with the regulations. A city official authorized under this section to dispose of property shall keep a record of all property sold under this section and that record shall generally describe the property sold or exchanged, to whom it was sold, or with whom exchanged, and the amount of money or other consideration received for each sale or exchange.

(d) A city may discard any personal property that: (i) is determined to have no value; (ii) remains unsold or unclaimed after the city has exhausted efforts to sell the property using any applicable procedure under this Article; or (iii) poses a potential threat to the public health or safety. (1971, c. 698, s. 1; 1973, c. 426, s. 42.1; 1983, c. 130, s. 1; c. 456; 1987, c. 692, s. 2; 1987 (Reg. Sess., 1988), c. 1108, s. 9; 1997-174, s. 6; 2001-328, s. 4; 2005-227, s. 3.)

# VII

## CONSENT AGENDA

- C. Adoption of the 2021 Town Council  
Meeting Schedule



## TOWN COUNCIL MEETING SCHEDULE FOR 2021

| DATE               | LOCATION                   | TIME      | TYPE         |
|--------------------|----------------------------|-----------|--------------|
| January 12, 2021   | Lake Lure Municipal Center | 5:00 p.m. | Regular      |
| January 27, 2021   | Lake Lure Conference Room  | 8:30 a.m. | Work Session |
| February 9, 2021   | Lake Lure Municipal Center | 5:00 p.m. | Regular      |
| February 24, 2021  | Lake Lure Conference Room  | 8:30 a.m. | Work Session |
| March 9, 2021      | Lake Lure Municipal Center | 5:00 p.m. | Regular      |
| March 31, 2021     | Lake Lure Conference Room  | 8:30 a.m. | Work Session |
| April 13, 2021     | Lake Lure Municipal Center | 5:00 p.m. | Regular      |
| April 28, 2021     | Lake Lure Conference Room  | 8:30 a.m. | Work Session |
| May 11, 2021       | Lake Lure Municipal Center | 5:00 p.m. | Regular      |
| May 26, 2021       | Lake Lure Conference Room  | 8:30 a.m. | Work Session |
| June 8, 2021       | Lake Lure Municipal Center | 5:00 p.m. | Regular      |
| June 30, 2021      | Lake Lure Conference Room  | 8:30 a.m. | Work Session |
| July 13, 2021      | Lake Lure Municipal Center | 5:00 p.m. | Regular      |
| July 28, 2021      | Lake Lure Conference Room  | 8:30 a.m. | Work Session |
| August 10, 2021    | Lake Lure Municipal Center | 5:00 p.m. | Regular      |
| August 25, 2021    | Lake Lure Conference Room  | 8:30 a.m. | Work Session |
| September 14, 2021 | Lake Lure Municipal Center | 5:00 p.m. | Regular      |
| September 29, 2021 | Lake Lure Conference Room  | 8:30 a.m. | Work Session |
| October 12, 2021   | Lake Lure Municipal Center | 5:00 p.m. | Regular      |
| October 27, 2021   | Lake Lure Conference Room  | 8:30 a.m. | Work Session |
| November 9, 2021   | Lake Lure Municipal Center | 5:00 p.m. | Regular      |
| November 24, 2021  | Lake Lure Conference Room  | 8:30 a.m. | Work Session |
| December 14, 2021  | Lake Lure Municipal Center | 5:00 p.m. | Regular      |
| December 29, 2021  | Lake Lure Conference Room  | 8:30 a.m. | Work Session |

\* Regular Town Council meetings are held on the 2<sup>nd</sup> Tuesday of each month.

\*Work Session Meetings are held on the last Wednesday of each month.



**LAKE LURE TOWN COUNCIL  
REQUEST FOR BOARD ACTION**

**Meeting Date:** October 26, 2020

**SUBJECT:** Request to approve the Polar Plunge as a Town sanctioned event and to suspend Chapter 61: "Peddlers" of the Code of Ordinances and the Noise Ordinance.

**AGENDA INFORMATION:**

**Agenda Location:** Consent  
**Item Number:** D  
**Department:** Administration  
**Contact:** Laura Krejci, Communications Specialist  
**Presenter:** Laura Krejci, Communications Specialist

**BRIEF SUMMARY:** The Hickory Nut Gorge Chamber is requesting that Town Council approve the 2021 Polar Plunge event as a Town sanctioned event on 1/1/21 from 10:00 am – 12:00 pm at the Lake Lure Beach. The event will include a bon fire on the beach. The event is a fund raiser and a percentage of the proceeds will be given to a charity. This is an event that they hope to continue annually.

- **Safety Requirements:** The Chamber will work in compliance with the NC Executive Orders at the time of the event. The athletes would currently fall under "excluded mass gathering guidelines". Additionally – since it is free to the public to watch, and not considered a private event, currently the limitations are based on 50% capacity guidelines. Regardless, they will follow whatever is in place at the time, including masks and social distancing and will have hand sanitizer available.
- **Food Truck:** They would like to have a coffee/hot chocolate food truck by the entrance to the Beach. They are planning to use a vendor that has set up here before like Velvet Cup Coffee Truck or The Relish Truck. If food trucks are used they will complete a Town Permit. They will also let the Lured Market & Grill and the Lake Lure Diner know about it so they can be open if they desire.
- **Volunteers:** There will be a gate table to direct plungers to a check in table. There will be volunteers at the check in table, a merchandise table, a bonfire crew and an announcer.
- **Expected attendees:** Less than 100 people are anticipated, includes both plungers and spectators.

The Chamber requests that Town Council waive the Peddling Ordinance. Fire Chief Dustin Waycaster is aware of the bon fire and will assist with obtaining the proper permit.

**RECOMMENDED MOTION AND REQUESTED ACTIONS:** To approve the Polar Plunge as a Town sanctioned event, to suspend Chapter 61: "Peddlers" of the Code of Ordinances, and the Noise Ordinance.

**FUNDING SOURCE:** n/a

**ATTACHMENTS:** Email from HNG Chamber Director Laura Doster

**STAFF'S COMMENTS AND RECOMMENDATIONS:** Staff recommends approval.

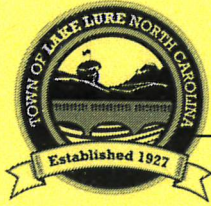


# VII

## CONSENT AGENDA

- E. ADOPTION OF THE FY 2021-2022 BUDGET  
DEVELOPMENT CALENDAR





## TOWN OF LAKE LURE *Administration*

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### MEMORANDUM

TO: Town Council

FROM: Shannon Baldwin, Town Manager

CC: Sam Karr, Finance Director

DATE: November 4, 2020

RE: FY 21-22 Budget Development Calendar

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After conferring with the Finance Director regarding requirements, tasks and associated dates, the attached calendar has been set for the FY 21-22 Budget Development Process in keeping with G.S. 159-10; G.S. 159-12(a); G.S. 159-13(a); and G.S. 159-16.



| <b>FISCAL YEAR 2021-2022 BUDGET CALENDAR</b> |                                                                                                                                                                                                                                                                                                       |                 |
|----------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------|
| <b>DATE</b>                                  | <b>TASK</b>                                                                                                                                                                                                                                                                                           | <b>PARTIES</b>  |
| November 16-20, 2020                         | Town Manager to survey via email Town Council regarding desirable FY 21-22 Budget outcomes.                                                                                                                                                                                                           | TM, TC          |
| December 16, 2020                            | Budget Planning Session Workshop                                                                                                                                                                                                                                                                      | TC, TM, FD, DH  |
| January 13, 2021                             | Capital Improvement Program (CIP) distributed to Department Heads by Finance Director.                                                                                                                                                                                                                | FD & DH         |
| February 3, 2021                             | Department Heads submit CIP Request to Town Manager via Finance Director with justifications and revenue projections/sources                                                                                                                                                                          | DH, FD & TM     |
| February 10, 2020                            | CIP Presentation to Town Council (by Town Manager & Finance Director), CIP Adjustments/ Approval/Adoption                                                                                                                                                                                             | TC, TM, FD & DH |
| February 17, 2021                            | Distribute FY 2019-2020 operational budget materials to Department Heads and key staff (by Finance Director)                                                                                                                                                                                          | FD & DH         |
| March 3, 2021 - March 17, 2021               | Departmental meetings with Finance Director to determine preliminary operational budget requests.                                                                                                                                                                                                     | FD & DH         |
| March 31, 2021                               | Complete draft recommended operational budget (Finance Director/Department Heads). Finance Director to draft debt service budget.                                                                                                                                                                     | FD & DH         |
| April 1, 2021 - April 16, 2021               | Budget sessions with Department Heads/Finance Director & Manager<br>Operating Budget: Department Heads justify requests. Draft recommended operational budget. (Finance/Manager/Department Heads)                                                                                                     | TM, FD & DH     |
| April 30, 2021                               | Revenue estimates finalized. Tax Revaluation year; revenue neutral                                                                                                                                                                                                                                    | FD              |
| May 12, 2021 & May 26, 2021                  | Budget workshops with Council to discuss operational budget recommendation. (Council/Town Manager/Finance Manager/Department Heads) (G.S. 159-10)<br>A) Operating Budgets<br><br>B) Capital Budgets / Projects                                                                                        | TC, TM, FD & DH |
| June 1, 2021 (Statutory Requirement)         | Budget Message- To include estimated revenues, fund balances, and appropriations request for coming year adjusted. Includes revenue neutral tax rate. Budget balanced. Last day to submit budget and message to Council. (G.S. 159-11(b)) Make budget available to public and press. (G.S. 159-12(a)) | TM, FD & TC     |
| June 16, 2021                                | Hold public hearing on proposed budget. Adoption of budget.                                                                                                                                                                                                                                           | TM, FD, TC      |
| July 2, 2021                                 | Last day for the Council to adopt Budget Ordinance. (G.S. 159-13(a)) If budget ordinance is not adopted by July 1, Council may make interim appropriations for ordinary expenses. (G.S. 159-16)                                                                                                       | TC              |
| TC - Town Council                            |                                                                                                                                                                                                                                                                                                       |                 |
| TM - Town Manager                            |                                                                                                                                                                                                                                                                                                       |                 |
| FD - Finance Director                        |                                                                                                                                                                                                                                                                                                       |                 |
| DH - Department Heads                        |                                                                                                                                                                                                                                                                                                       |                 |

# IX

## NEW BUSINESS

- Discuss Golf Course Operations
- Adoption of Labella's Phase 1 – Project Area and Scope Memorandum and Sewer Map
- Approval of an Amendment to the WithersRavenel Professional Services Agreement



**LAKE LURE TOWN COUNCIL  
REQUEST FOR BOARD ACTION**

**Meeting Date:** November 10, 2020

**SUBJECT:** Golf Course Operations

**AGENDA INFORMATION:**

**Agenda Location:** New Business  
**Item Number:** A  
**Department:** Parks, Recreation, and Lake  
**Contact:** Parks, Recreation, and Lake Director Dean Givens  
**Presenter:** Parks, Recreation, and Lake Director Dean Givens

**BRIEF SUMMARY:** Town Council discussed the Golf Course Property during their special meeting on October 28<sup>th</sup>. They discussed completing an RFP for seeking a concessionaire that could operate the Golf Course without a subsidy and provide at least 15% of all sales to the Town. Council directed me to create an RFP for appraisers to appraise the Golf Course property. I requested to have Dale Minick, Golf Course Superintendent, meet with Council to discuss current and future plans for that property. Dale will be present during the November Council meeting to discuss the Golf Course operations with Council. I have created a draft RFP for appraisers and am working with Mitchell Anderson to create a map of the Golf Course area to be appraised. I have also been working on the Golf Course Operations RFP which is almost ready to be sent to Attorney Morgan for review.

**RECOMMENDED MOTION AND REQUESTED ACTIONS:** None at this time.

**FUNDING SOURCE:** n/a

**ATTACHMENTS:** none

**STAFF'S COMMENTS AND RECOMMENDATIONS:** The following questions were sent to Dale via email on October 1<sup>st</sup>. Dale was asked to respond to the questions a week before the meeting, to help with understanding the Golf Course business model. However, he has not provided a response back at this time.

1. Can/will you continue operating the Golf Course without subsidy?
2. What grounds/buildings/facilities need upgrading (indicate "got to have" upgrades versus "nice to have" upgrades)?
3. What pieces of town equipment used in your operation need to be repaired/replaced?
4. Golf? Foot golf? Disc Golf? (Give us all the information you can so we can understand the nature of players... who, when, from where, how often do folks play)
5. How much will the Town have to spend on the Golf Course each year, if operated as a golf course as desired by you? Thoroughly explain/justify your position.



**LAKE LURE TOWN COUNCIL  
REQUEST FOR BOARD ACTION**

**Meeting Date:** November 10, 2020

**SUBJECT:** LaBella's Phase 1 - Project Area and Scope Memorandum and Sewer Map

**AGENDA INFORMATION:**

**Agenda Location:** New Business  
**Item Number:** B  
**Department:** Administration  
**Contact:** Shannon Baldwin, Town Manager  
**Presenter:** Shannon Baldwin, Town Manager

**BRIEF SUMMARY:** LaBella's Memo provides a description of the Phase 1 Scope of the Sewer System Project and a map showing options for gravity/lift stations.

**RECOMMENDED MOTION AND REQUESTED ACTIONS:** Adopt LaBella's Phase 1 – Project Area and Scope Memorandum and Sewer Map.

**FUNDING SOURCE:** Not Applicable

**ATTACHMENTS:** LaBella's Memorandum

**STAFF'S COMMENTS AND RECOMMENDATIONS:** Staff recommends Council approve the Memo and Map provided by LaBella.





**Phase 1 – Project Area and Scope  
Memorandum**

**FINAL**

October 22, 2020

Maurice J. Walsh, P.E.

## **I. Description of Phase 1 Scope**

The recommended alternative for the SASS replacement and WWTP rehabilitation are the gravity/ lift system (GLS) and the integrated fixed-film activated sludge (IFAS) process conversion respectively. The intent of the GLS is to completely replace the SASS with a new perimeter system that would provide a sustainable, cost effective, accessible, and long-life collection system. The intent of the IFAS conversion is to rehabilitate the existing WWTP and convert to a biological process that will effectively meet the NPDES limits within the limited geographical foot print. The estimated capital cost for both alternatives as submitted as part of the ER-EID is \$62.5M. The currently available funding is \$12.5M, which is approximately 20% of the necessary funding. The funding availability coupled with the condition of the SASS and WWTP necessitate moving forward with a phased approach to the project. The items in Phase 1 were intentionally chosen to provide for immediate critical improvements in the SASS and WWTP and to begin the long-term replacement and rehabilitation of the SASS and WWTP. The scope of Phase 1 includes the following:

- Sewer Access Valve – will be installed in the dam to allow the lake level to be lowered below the spillway. This is a critical asset that facilitates the construction of and provides access for the GLS. It also provides capabilities needed in the event of a dam and/or SASS failure. It is included in the emergency response plan (ERP) as part of the special order by consent (SOC) application.
- Manhole Rehabilitation – The existing manholes are a primary source of lake infiltration as indicated by direct observation of flow rates relative to lake elevation. This is a critical mid-term step to lower the lake infiltration and reduce the hydraulic loading of the WWTP and influent pump station, both of which are subject to flow related NOV's and SSOs. This is intended as an interim measure while the SASS is being replaced.
- GLS – The replacement of the SASS is the long term solution for regulatory compliance. Phase 1 will attempt to maximize the replacement of the SASS. The attached map shows the current limits of the Phase 1 area, which are specifically limited to the availability of funding. The Phase 1 map shows approximately 16,700 lf of HDPE pipe, 2 pump stations, 18 manholes, and related appurtenances. Phase 1 represents the estimated limits of the project with the available funding.



- Rehabilitation of the WWTP
  - 1) Fine Screen Rehabilitation – The existing fine screen at the WWTP was installed incorrectly and allows large solids to bypass the screen and enter the sedimentation basin. This would correct the installation and allow the screen to meet its intended function.
  - 2) Grit Removal System – The SASS contributes a significant amount of suspended solids to the WWTP. Much of these solids are inorganic and negatively contribute to the overloaded sludge management facilities at the WWTP. The grit removal system will allow heavy suspended solids to settle before entering the sedimentation basin and reduce some of the volume transferred to the digesters.
  - 3) Aerobic Digester – The existing digester is structurally and functionally deficient and does not allow for proper and efficient solids handling at the WWTP. Replacing the existing digester would allow for a functional solids handling program.

## II. Rational for Phase 1 Scope

In the Technical Memorandum dated February 21, 2020, LaBella established the project methodology. This methodology included a method for selecting alternatives called the triple bottom line (TBL) approach. This approach looks at the economic, environmental, and social cost of respective alternates as a means of differentiating between them. This provides a framework to quantify and compare multiple scenarios and is useful in complex and high risk evaluations. The TBL approach was used in determining the location and scope of Phase 1. In reviewing different points along the collection system to begin, LaBella with input from other stake holders chose to begin the phase 1 project at the dam. This approach maximizes the positive impacts of the phase 1 project. These impacts can be broken down into five areas that include the following:

- Influent Pumping Station – The influent pumping station is a choke point in the SASS and the location of many of the flow related SSOs experience by the system. Phase 1 will alleviate flow going to the pump station via two measures. The first is the manhole rehabilitation, which will reduce the lake infiltration going to the pump station. The

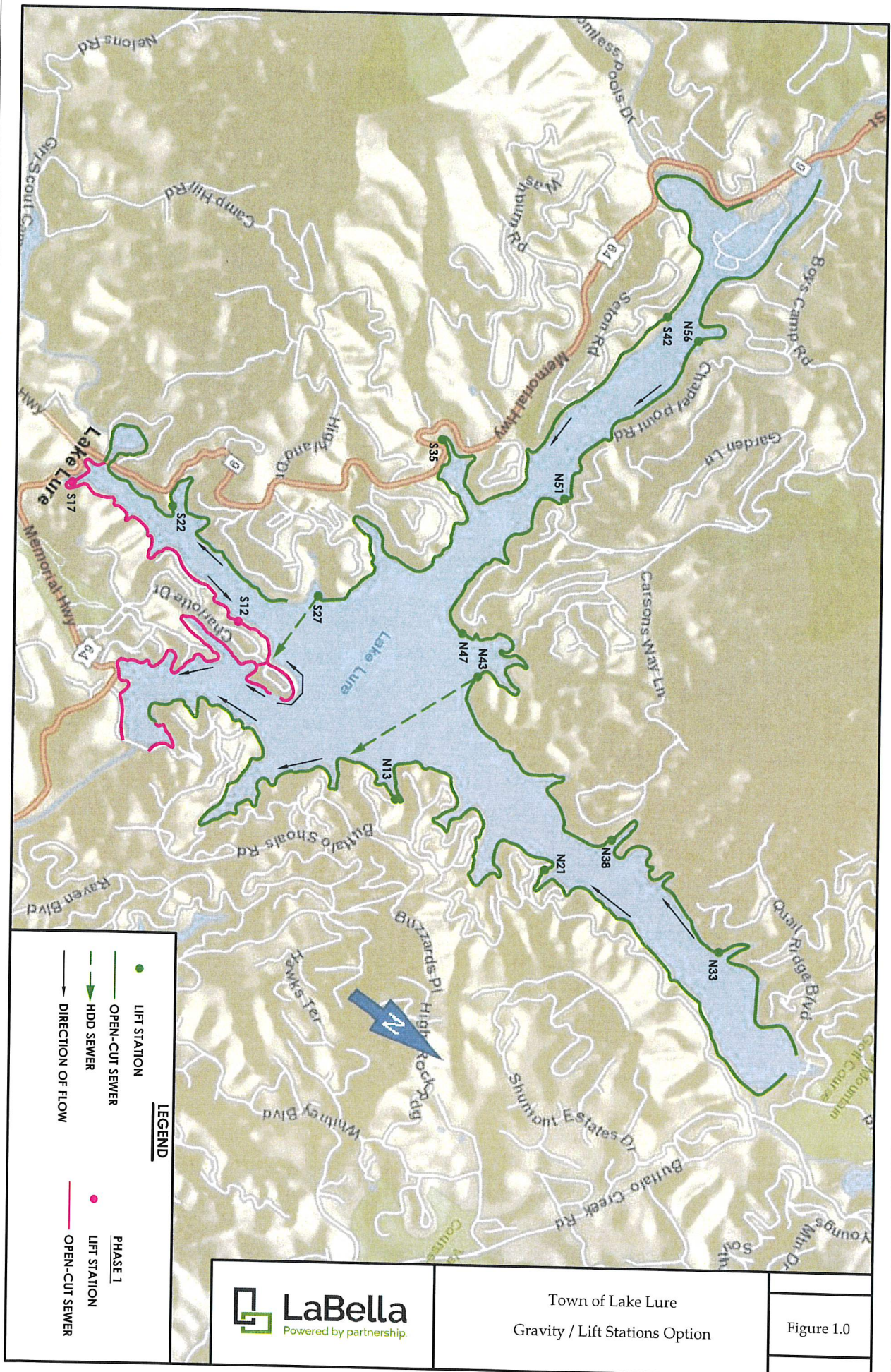
second is removing users from the SASS. Choosing to begin phase 1 at the dam allows for users to be permanently removed from the SASS by utilizing the GLS, which will bypass the pump station. As such, future phases would increase the users bypassing the pump station and further reduce the hydraulic load on the pump station. Beginning the GLS at any other point in the system will not remove users from the SASS in a progressive manner as it is installed around the lake.

- Wastewater Treatment Plant – The WWTP is a critical asset that is negatively affected by the lake infiltration and has several components that do not function properly and/or are at the end of their service life. Due to amount of lake infiltration and the risk of SASS failure, it is recommended that the WWTP be converted to a biological process after the SASS replacement has been complete. However, the WWTP needs immediate rehabilitation of some critical processes to allow for it to function properly during the SASS replacement. The Phase 1 scope of work is geared toward reducing the hydraulic load and improving the efficiency of the deposition and removal of solids from the WWTP.
- Essential Customers – As indicated above, the intent of the project is long term regulatory compliance of the collection and treatment system. This will ultimately be possible when the SASS is replaced, but in the interim can be achieved by removing as many users from the SASS as possible as soon as possible. This would not only alleviate the infiltration issues with the SASS, but would eliminate the risk of a “no flush” order to those users. In reviewing the phase 1 scope and GIS data, we were aware that a land based sewer that serves several essential users enters the SASS at the intersection of Hwy 9 and Hwy 64 near the Lake House Restaurant. These essential users serve medical, grocery, and educational needs in the community. After the completion of phase 1, these users would be able to remain fully functioning in the event of an SASS failure, which would reduce the social cost of such a failure.
- Customer Base – In addition to the hydraulic benefits to the influent pumping station from transferring users to the GLS, there are financial benefits to adding users not currently served by the SASS. This benefit would be an increase in the revenues that can be used to pay debt service on the current loan and any future loans to complete the project. The primary reason for starting at the dam is to completely remove users from

the SASS, the secondary reason is that there are a large number of potential residences along this route. Providing access to current and future users also protects the water quality of Lake Lure. The GLS would eliminate future septic systems and provide for a means to abandon existing septic systems. Both of these would benefit the quality of the lake given the topographical, hydrological, geological characteristics of the region.

- **Manhole Elimination** – The existing manholes of the SASS serve as both the entry point for users and an entry point for lake infiltration. The GLS would eliminate manholes, which would reduce lake infiltration, reduce the hydraulic load on the pump station, and permanently remove users from the SASS. Beginning the phased construction at the dam is the only way to permanently remove users from the SASS progressively as the GLS is installed around the lake.







**LAKE LURE TOWN COUNCIL  
REQUEST FOR BOARD ACTION**

**Meeting Date:** November 10, 2020

**SUBJECT:** Amendment to the WithersRavenel Professional Services Agreement to Complete Plans and Oversee Construction of the Firefly Cove Water Booster Pump Station.

**AGENDA INFORMATION:**

**Agenda Location:** New Business  
**Item Number:** C  
**Department:** Administration  
**Contact:** Shannon Baldwin, Town Manager  
**Presenter:** Shannon Baldwin, Town Manager

**BRIEF SUMMARY:** The proposed Amendment to the Profession Services Agreement from WithersRavenel is for the completion of plans and oversight of the construction process for the Firefly Cove water booster pump station.

**RECOMMENDED MOTION AND REQUESTED ACTIONS:** Adopt the WithersRavenel Agreement as presented with revisions in the Contract recommended by the Public Works Director, not to exceed \$44,800.

**FUNDING SOURCE:** n/a

**ATTACHMENTS:** WithersRavenel Agreement

**STAFF'S COMMENTS AND RECOMMENDATIONS:** David Arrowood reviewed and provided the following comments:

- The Water Booster Pump Station design by WR needs to be such that it includes the necessary electrical design and controls so that it operates as intended with the Firefly Cove Tank. The exclusion WR has stated in Section C of their proposal concerns me. This exclusion appears to me to state that the Town is responsible for the necessary controls for the operation of the pump station (telemetry and SCADA). I recommend that these items are part of the project.
- Regarding the Contract Administration and Construction Observation (CA/CO): Task 8 on page 2 does not include certain items that I would expect to see included in CA/CO services. This includes processing necessary Change Orders that might occur on the project, conducting progress meetings, providing Start-up services (which would be an engineer onsite for a day or two when the system is started up), As Built drawings and O&M manuals. So long as WR agrees to include the above in their CA/CO services, then I am OK with it.





WithersRavenel

Our People. Your Success.

November 4, 2020

Town of Lake Lure  
2948 Memorial Hwy  
PO Box 255  
Lake Lure, NC 28746

Attn: Shannon Baldwin,

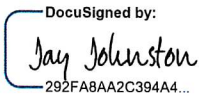
RE: WR 08180945.01  
AMENDMENT TO Professional Services Agreement  
Firefly Cove – Chimney Rock Water System Interconnection

Dear Mr. Baldwin,

WithersRavenel is pleased to provide this Amendment to the Agreement for Engineering Services for the Firefly Cove – Chimney Rock Water System Interconnection project. If you have any questions or concerns about the agreement, please do not hesitate to call me at the number listed below.

Sincerely

WithersRavenel

DocuSigned by:  
  
292FA8AA2C394A4...

James N. Johnston, P.E.  
Senior Project Manager

84 Coxe Avenue, Suite 260 | Asheville, NC 28801  
Office: 828.255.0313 | Mobile: 828.989.6785  
Email: [jjohnston01@withersravenel.com](mailto:jjohnston01@withersravenel.com)

Attachments:

Amendment to the Agreement for Professional Services



# **Agreement Amendment Town of Lake Lure Firefly Cove – Chimney Rock Water System Interconnection**

## **A. Description of Amendment**

This AMENDMENT applies to the original Professional Services Agreement dated **February 28, 2019** between WithersRavenel (CONSULTANT) and Town of Lake Lure (CLIENT).

The initial Agreement (Tasks 1-4) produced an engineered design for a booster pump station (BPS) that will serve to join the Lake Lure distribution system to the Firefly Cove distribution system and fill the Firefly Cove storage tank. The BPS relies on the Chimney Rock storage tank to supply adequate suction head for the operation of the BPS. Any plans to isolate the Lake Lure system from the Chimney Rock system will need to include provisions for providing adequate suction head to the BPS.

This AMENDMENT (Tasks 5-8) carries the work performed under the initial Agreement forward to make a biddable, constructible project including efforts to coordinate power extension to the BPS site, assess the existing pressure reducing valve and address its suitability or need for replacement, incorporate owner preferences on layout and building design, refine documents for advertising, bidding, awarding and administering the project, and provide construction observation and contract administration for the project.

## **B. Scope of Services**

### ***Task 5 – Power Availability and Extension to Site***

Town staff have handle communication and coordination with the power company to this stage. In this task we will integrate ourselves into the coordination with the power company regarding availability and logistics of extending power to the pump site. Power company is already engaged in the conversation and has expressed willingness to consider extending their power grid to the BPS site. Preference will be 480V, 3-phase. We will match motor configuration with available power supply in the project specifications and contract documents.

If 3-phase power cannot be extended to the pump site, coordinate with pump suppliers to scope proper transformer for site and add to pump site design.

### ***Task 6 – Pressure Reducing Valve***

Because of the difference in hydraulic grade between the Firefly Cove system and the Lake Lure system, a pressure reducing valve (PRV) is needed to prevent the Firefly Cove system from over pressurizing the Lake Lure system and overflowing storage tanks. There are currently two PRVs: one is scoped into our project design and one is preexisting, residing in a manhole adjacent to a closed valve that isolates the two systems from each other. Little is known of this PRV. We were alerted to the presence of this valve during review by Public Water Supply Section and we must assess its suitability and whether the other PRV can be eliminated from the plans.

Investigate existing PRV for serial number and configuration. Consult OEM vendor for technical data, configuration, settings, and capabilities. Assess whether it is adequate for the application. If it is adequate, CONSULTANT will delete the PRV we included in our design. If it is not adequate, CONSULTANT will retain the PRV that was scoped into the permitted design and engineer the removal of the existing PRV.

### **Task 7 – Advertise and Bid**

Publish the project on Quest for public distribution. Provide technical assistance during advertisement period and conduct a pre-bid meeting. Attend and conduct bid opening. Evaluate received bids and present written recommendation of award.

### **Task 8 – Contract Administration and Construction Observation**

Provide contract administration services, including administration of funding agency requirements. This will include processing monthly progress payments from the contractor. Provide construction observation to see that the intent of the design is implemented as intended. This effort will be coordinated with Town staff and applied as needed.

## **C. Exclusions/Additional Services**

Services that are not included in Section B or are specifically excluded from this AMENDMENT shall be considered Additional Services. The CONSULTANT will furnish or obtain from others Additional Services if requested in writing by the CLIENT and accepted by the CONSULTANT. Additional Services shall be paid by the CLIENT in accordance with the Fee & Expense Schedule outlined in Exhibit II. The following services are excluded from this Scope of Services:

- ▶ Surveying, staking, maps, plats, easements
- ▶ Geotechnical investigations
- ▶ Evaluation or design of controls, including telemetry and SCADA. It is our understanding, based on communication with Town staff, that the Town's telemetry and SCADA integrator will provide the system controls necessary for the operation of the pumping system.

## **D. Compensation for Services**

### **A. Hourly Fee**

CONSULTANT proposes to provide the services described in this AMENDMENT on an Hourly Fee basis as described in the table below plus reimbursable expenses. Compensation shall not exceed the total estimated compensation amount unless approved in writing by CLIENT.

| Task Number  | Task Name                                            | Lump Sum Fee    |
|--------------|------------------------------------------------------|-----------------|
| 5            | Power Availability and Extension to Site             | \$5,000         |
| 6            | Pressure Reducing Valve                              | \$5,000         |
| 7            | Advertise and Bid                                    | \$7,500         |
| 8            | Contract Administration and Construction Observation | \$26,500        |
| <b>Total</b> |                                                      | <b>\$44,000</b> |

B. Expenses

Expenses shall be considered reimbursable and include, but are not limited to the following:

| Expense Name      | Estimated Expense Budget |
|-------------------|--------------------------|
| Prints            | \$400                    |
| Mileage           | \$200                    |
| Shipping/Delivery | \$200                    |
| <b>Total</b>      | <b>\$800</b>             |

C. Fee Summary

| Fee Type                     | Estimated Fee/Budget |
|------------------------------|----------------------|
| Hourly Budget                | \$44,000             |
| Reimbursable Expenses Budget | \$800                |
| <b>Total</b>                 | <b>\$44,800</b>      |

## E. Timeline for Services

The professional services described herein shall be completed and submitted within a timeframe mutually agreed upon between the CLIENT and CONSULTANT.



## F. Acceptance

Receipt of an executed copy of this AMENDMENT will serve as the written agreement for the AMENDMENT between CONSULTANT and CLIENT for the services outlined herein.

**Submitted by CONSULTANT:**

WithersRavenel, Inc.  
115 MacKenan Drive  
Cary, NC 27511



Authorized Signature

Kevin Eason, PE  
Printed Name

Director of Utilities  
Title

keason@withersravenel.com  
Email Address

919.469.3340  
Phone

**Accepted by CLIENT:**

Town of Lake Lure  
2948 Memorial Hwy  
PO Box 255  
Lake Lure, NC 28746

Authorized Signature

Printed Name

Title

Email Address

Phone

**PREAUDIT STATEMENT:** *This instrument has been preaudited in the manner required by the Local Government Budget and Fiscal Control Act (NC G.S. 159-28(a)).*

Signature of Finance Officer:

Printed Name:

Date:



# X

## CLOSED SESSION

- In Accordance with G.S. 143-318.11(a)(3) for the Purpose of Discussion Attorney Client Privilege or Legal Claims and G.S. 143-318.11(a)(6) for the Purpose of Discussion Personnel Matters



