

Incorporated 1927

Town of Lake Lure

P. O. Box 255 • Lake Lure, NC 28746-0255 • 704/625-9983 • FAX 704/625-8371

MINUTES OF THE RECESSED WORKSHOP MEETING OF THE LAKE LURE TOWN COUNCIL HELD TUESDAY, MARCH 15, 1994, 9:30 A.M. AT THE LAKE LURE COMMUNITY CENTER

PRESENT: Mayor Max E. Lehner
Mayor Pro-tem Bud Schichtel
Commissioner Bill Bush
Commissioner Bill Church
Commissioner Jack Donovan

Tom Hord, Town Manager
Sam Karr, Finance Director

ABSENT: N/A

CALL TO ORDER

Mayor Lehner called the recessed workshop meeting to order at approximately 9:30 a.m.

REVIEW SITES FOR COMMUNITY FACILITIES

Carroll Hughes (Architect of Asheville) presented Town Council with a revised set of proposed alternatives including estimates of square footage, and costs for public facilities of Lake Lure. (Alternatives attached).

Mr. Hughes also presented to Council a Functional Relationship Plan (space study) showing Recreation, Administration, and Law Enforcement all being in the same building. (Plan attached).

Page 2 - Minutes of the March 15, 1994 Recessed Workshop Meeting

Commissioner Donovan moved, seconded by Commissioner Bush, to accept Alternative #2 as the future site for a new Town Hall, Police Department, and Recreation. The vote of approval was unanimous. Alternative #2 reads as follows:

Community Center Site: One building

A. Description

- 1. Construct a new building for Town Hall/Police/Recreation**
- 2. Continue to occupy the Community Services Building during construction**
- 3. Demolish the existing Community Service Building after completion**
- 4. Renovate the existing Town Hall for ABC Store and the Chamber of Commerce**

B. Sizes and costs

1. Town Hall/Police/Recreation	8,720 sf	\$710,000
2. Raze the CS Building	2,400 sf	12,000
3. Renovate the ABC Building	3,000 sf	40,000
		\$762,000

Mr. Hughes explained to Town Council that the proposed cost of the building does not include expenses for furniture, fixtures, equipment, telephone and security systems, and other special needed extras. These items could cost as much as \$100,000 based upon what Council selects or approves.

Mayor Lehner recommended that Council inform the public of their decision at a future set of meetings, and have Mr. Hughes provide applicable drawings for the presentation.

REVISIONS TO COUNCIL MEETING SCHEDULE
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It was the consensus of Council to revise the 1994 Town Council Meeting Schedule approved on December 7, 1993 to read as follows:

1994 Town Council Meeting Schedule

Approved 12/7/93

Revised 3/15/94

<u>DATE</u>	<u>LOCATION</u>	<u>TIME</u>	<u>TYPE</u>
January 11, 1994	Lake Lure Town Hall	9:30 a.m	Workshop
January 25, 1994	Lake Lure Community Center	7:30 p.m	Regular
February 8, 1994	Lake Lure Community Center	9:30 a.m	Workshop
February 22, 1994	Lake Lure Community Center	7:30 p.m	Regular
March 8, 1994	Lake Lure Community Center	9:30 a.m	Workshop
March 22, 1994	Fairfield Mtn. Bald Mtn. Club	7:30 p.m	Regular
April 12, 1994	Lake Lure Golf Course	9:30 a.m	Regular
April 26, 1994	Lake Lure Community Center	7:30 p.m	Regular
May 10, 1994	Lake Lure Community Center	9:30 a.m	Regular
May 24, 1994	Lake Lure Community Center	7:30 p.m	Regular
June 14, 1994	Lake Lure Community Center	9:30 a.m	Regular
June 28, 1994	Fairfield Mtn. Bald Mtn. Club	7:30 p.m	Regular
July 12, 1994	Lake Lure Community Center	9:30 a.m	Regular
July 26, 1994	Lake Lure Community Center	7:30 p.m	Regular
August 9, 1994	Lake Lure Community Center	9:30 a.m	Regular
August 23, 1994	Lake Lure Community Center	7:30 p.m	Regular
September 13, 1994	Lake Lure Community Center	9:30 a.m	Regular
September 27, 1994	Fairfield Mtn. Bald Mtn. Club	7:30 p.m	Regular
October 11, 1994	Lake Lure Community Center	9:30 a.m	Regular
October 25, 1994	Lake Lure Community Center	7:30 p.m	Regular
November 8, 1994	Lake Lure Community Center	9:30 a.m	Regular
November 22, 1994	Lake Lure Community Center	7:30 p.m	Regular
December 13, 1994	Fairfield Mtn. Bald Mtn. Club	7:30 p.m	Regular

Town Council approved to rename the "workshop" meetings (second Tuesday of each month) to "regular" meetings. Council also agreed to change the April 12, 1994 meeting to be held at the Lake Lure Golf Course instead of the Community Center.

OTHER BUSINESS

Mayor Lehner recommended that Town Council select an architect (to initiate the Design Phase) at the next regular meeting scheduled on Tuesday, March 22, 1994.

Town Manager Hord gave an update on the list of top priority short range activities which included the following:

1. **Purchase of New Radio Equipment**
2. **Location of New Town Hall, Community Center, Police Head Quarters, ABC Store, and Chamber Office**
3. **Sewer Man Hole Repairs -- Infiltration & Inflow Work**
4. **Show Boat Contract (RFP)**
5. **Controls for Commercial Activities on Lake**
6. **Fence for Maintenance Building and Grounds**
7. **Golf Course -- Water Pump and Sprinkler System**
8. **Abandoned -- Unfit Structures Legal Action**
9. **Gas Tank Removal -- Replacement**
10. **Sludge Removal at Waste Water Plant**

Mr. Hord reported that Dan Zemel, owner of Security and Land Mobile Company, promised to have the radio system up and running by April 30th. It was the consensus of Town Council to allow Mr. Zemel only until the end of April to fulfill his contract with the Town.

Mr. Hord also reported that the dredge was down temporarily due to a jammed impeller. The part that broke is on order and will be delivered in a few days.

Mr. Hord presented to Council a proposal from McGill Associates regarding the general site assessment for golf course improvements. (Site assessment proposal attached).

Commissioner Donovan moved, seconded by Commissioner Bush, to accept McGill Associates proposal of general site assessment for Golf Course improvements and the charges will not exceed \$4,700. The vote of approval was unanimous. The proposal reads as follows:

A. Preparation of Site Plat.

McGill Associates will assemble all available information regarding the correct boundaries of the Town owned golf course property and develop a site plat depicting the current boundaries of the site. The plat will contain all relevant natural features and improvements which can be accurately confirmed without new surveying or extensive field research.

B. Overlay of Original Donald Ross Course Design.

The original Ross routing plan will be adapted, to the extent feasible, and overlaid on the site plat. The objective will be to determine the extent of modifications which may be necessary to adapt the Ross plan to the current site conditions. In addition, an estimate of the additional land which may be required to accomplish two major improvements to the existing golf course will be provided:

- 1. The development of nine (9) additional holes to the course, bringing it to eighteen (18) holes.**
- 2. The relocation of those course improvements presently located on the east side of U.S. 74 to the west side and the modification of the course routing plan to accommodate this relocation.**

C. Assessment of Future Land Needs.

Finally, we will determine, to the extent feasible based upon existing information, whether the proposed improvements can be

developed on the existing Town property or, if additional land is required, we will estimate the quantity of land needed and its optimum location.

D. Presentation to the Lake Lure Town Council.

McGill Associates proposes to complete the above scope of services and present our findings and conclusions to the Lake Lure Town Council at its special meeting in April. The above services will be provided on an hourly fee basis, in accordance with the attached schedule of fees. We estimate that these charges will not exceed **FOUR THOUSAND, SEVEN HUNDRED DOLLARS (\$4,700.00)**. Our estimated maximum fee does not include any surveying or testing work, in conjunction with the subject project.

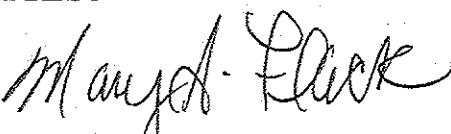
Town Council discussed the purchase of a used irrigation sprinkler system for the golf course.

Commissioner Bush moved, seconded by Commissioner Schichtel, to appoint a committee which is authorized to negotiate the best purchase price not to exceed \$40,000 and a letter of agreement including a good faith deposit for a used irrigation sprinkler system for the golf course. The vote of approval was unanimous.

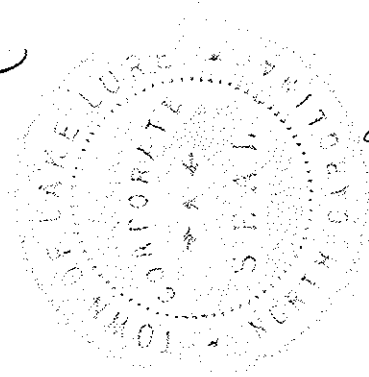
After further discussion, it was the consensus of Council that the committee for purchase of the golf course sprinkler system would consist of Charles Caldwell, Commissioner Bush, Commissioner Donovan, and Town Manager Hord.

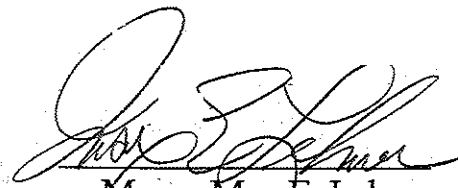
With no further items of discussion, Commissioner Bush moved, seconded by Commissioner Donovan, to adjourn the Council meeting. The vote of approval was unanimous.

ATTEST



Mary A. Flack, CMC/AAE
Town Clerk





Mayor Max E. Lehner

March 15, 1994

**ALTERNATIVES FOR PUBLIC FACILITIES
LAKE LURE, NORTH CAROLINA**

Presentation to Town Council
Community Services Building
9:30 AM

Presentation Agenda

- A. Review of Project Status
- B. Review Space Needs Study
 - 1. Police Department
 - 2. Town Hall
 - 3. Recreation Department
 - 4. Shared Spaces
- C. Alternatives
 - 1. Community Center Site: Two Buildings
 - 2. Community Center Site: One Building
 - 3. Vacant Plaza Site
- D. Soil testing report from Law Engineering
- E. Conclusion

Alternatives for Public Facilities at Lake Lure, NC

■ Martin-McGill Associates / SPACEPLAN Architects ■ Asheville, NC ■

**POLICE DEPARTMENT
SPACE NEEDS STUDY**

A. Patrolmen Area	450
15 Officers - 8 now, 7 more in the future	
Large area with divided work spaces	
Large table in center for work area	
Each officer needs one 4-drawer file cabinet	
Communication equipment space	
B. Locker Room	130
Each officer to have a full-height locker	
Bench in area	
C. Shower Area	150
Two showers for male officers in one area	
One shower for female officers in separate area	
Each to have a drying area	
D. Exercise Room	145
One area with 2 or 3 machines and some floor space	
E. Evidence Holding Room	160
Each officer needs a bin (2' x 2' x 6') with heavy wire sides and doors	
Room to be well-secured	
F. Processing Room	35
Fingerprinting area	
Photography area	
G. Interrogation Room	50
Small, with 2 chairs	
Good sound-proofing	
H. Chief's Office	150
Typical for Department Manager	
I. Training Room	180
Large table with 8-10 chairs	
Conference Room type space	
J. Computer Room	80
Adjacent to Records Room or in same area as records	
K. Records Room	50
Four 4-drawer file cabinets for current files	
L. Deadfile Room	100
Eight to ten 4-drawer file cabinets	
Office supplies	
M. Waiting Room	150
Couch and chairs	
Seating for total of 4-5 visitors	

Alternatives for Public Facilities at Lake Lure, NC

■ Martin-McGill Associates / SPACEPLAN Architects ■ Asheville, NC ■

N. Garage	(@ half value = 285)	570
Floor drain and hose bib		
One car with area around four sides		
Prisoner unloading capability		
O. Storage Area	(@ half value = 40)	80
Tires, batteries, oil storage		
Built-in cabinets with locks		
P. Sub-total =		2,480
Q. Circulation and walls @ 15%		375
Total space needs for this Department =		2,855

Areas to be shared with other departments in this building:
 Secretary/Reception
 Employee Lounge
 Public Toilets

**TOWN HALL
SPACE NEEDS STUDY**

A. Reception	100
Desk area	
Small waiting area	
B. Staff Work Area	800
10 staff members	
Current files with staff	
C. Mayor's Office	150
Adjacent to Council Meeting Room	
Same size a Department Manager's Office	
D. Council Meeting Room	600
For 20 people, total	
Council work table for 6 chairs	
E. Town Manager's Office	150
Typical for Department Manager	
F. Conference Room (Staff Meeting Room)	195
Same as present Council Room	
Adjacent to Town Manager's Office	
Bookshelves for Town Library	
Table for 6-8 staff	
G. Storage Room	265
Need twice present area (6' x 22')	
Central files area	
Dead files area	
Office supplies	
Janitorial supplies	
H. Janitor's Closet	20
Typical	
I. Sub-total =	2,280
J. Circulation and walls @ 15%	345
Total space needs for this Department =	2,625

Areas to be shared with other departments in this building:
 Secretary/Reception
 Employee Lounge
 Public Toilets

Alternatives for Public Facilities at Lake Lure, NC

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**RECREATION DEPARTMENT
SPACE NEEDS STUDY**

A. Large Community Room	1,440
Meeting area for maximum of 100 people	
Usually meetings of 30-40 people	
Permanent Council table at one end for large meetings	
Folding partition for Council table area when not in use	
B. Director's Office	120
C. Preparation Kitchen	200
D. Kitchen Storage Room	100
E. Small Meeting Room	150
F. Small Meeting Room	150
G. Equipment Storage Room	120
H. Supplies Storage Room	100
I. Sub-total =	2,380
J. Circulation and walls @ 15%	360
Total space needs for this Department =	2,740

Areas to be shared with other departments in this building:
 Secretary/Reception
 Employee Lounge
 Public Toilets

Alternatives for Public Facilities at Lake Lure, NC

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**SHARED AREAS
SPACE NEEDS STUDY**

Areas to be shared with other departments in this building:	
Secretary/Reception	50
Employee Lounge	225
Public Toilets	225
Total space needs for shared areas =	500

Alternatives for Public Facilities at Lake Lure, NC

■ Martin-McGill Associates / SPACEPLAN Architects ■ Asheville, NC ■

AGREEMENT

STATE OF NORTH CAROLINA
COUNTY OF RUTHERFORD
TOWN OF LAKE LURE

This agreement, made this 30th day of March 1994, by and between the Town of Lake Lure, Lake Lure, North Carolina, a Municipal Corporation (hereinafter Town) and the Michael Burns Company, an Irrigation and Landscape Specialties Business, located at 5046 Brevard Road, Horse Shoe, North Carolina 28746, (hereinafter MBC) for and in consideration of the deposit to be paid by the Town as hereinafter set out, covenant and agree as follows:

1. MBC agrees to sell and deliver to the Town a variety of new and previously used golf turf irrigation equipment, with the approximate inventory listed on the attached separate page.
2. MBC makes no guarantees, other than to state that all of the equipment listed on the attached separate page was operating well when removed from the previous golf course and will be handled carefully during removal, storage and delivery to the Town.
3. MBC will sell to the Town said irrigation equipment for \$35,000 with 15% (\$5,250) due and payable by the Town to MBC upon signing of this agreement by both parties.
4. The balance of the purchase price (\$29,750) will be due and payable by the Town to MBC upon satisfactory delivery of said equipment by MBC to the Town at a time and place mutually agreed upon by both parties.
5. In the event that MBC is unable to deliver said equipment by August 1, 1994, the Town may, at its option, terminate this agreement by providing written notice to MBC and in which case MBC agrees to immediately refund the 15% (\$5,250) deposit to the Town. By mutual agreement between the Town and MBC, this agreement may be terminated at any time.

In testimony whereof, said parties have hereunto set their hands and seals to this agreement in duplicate, the day and year first above written.

MICHAEL BURNS COMPANY
AN IRRIGATION AND LANDSCAPE BUSINESS
HORSE SHOE, NORTH CAROLINA

TOWN OF LAKE LURE
LAKE LURE, NC
A MUNICIPAL CORP.

By: Michael Burns
Owner

By: [Signature]
Town of Lake Lure

ATTEST:

Mary A. Black
Town Clerk



1994 TOWN COUNCIL MEETING SCHEDULE
Approved 12/7/93

<u>DATE</u>	<u>LOCATION</u>	<u>TIME</u>	<u>TYPE</u>
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MICHAEL BURNS CO.
5046 Brevard Rd.
Horse Shoe, North Carolina 28742
Telephone 704-891-9490

CONTROLLERS

(1) Vari-Time II (VT-II) Central Controller-4 Centrals
Approx. (31) VT-II Satellite Controllers

SPRINKLER HEADS

Approx. (170) 690 Large Turf Sprinkler
Approx. (108) 634 Large Turf Sprinkler

VALVES

Approx. (36) Brass Solenoid Valve 1½"-2"
Approx. (36) Brass Isolation Valves 1½"-2"
Approx. (72) #474 Quick Coupler Valves

MAJOR PARTS EXTRA

Approx. (6) VT-II Face Plates
Approx. (8) VT-II Console Modules
Extra variety of #655 and Rainbird Heads
Variety of Sprinkler and Pipe Repair Parts

PUMPS

G. E. Motors with Bell & Gossett Pumps

(1) 15 H. P.
(1) 20 H. P.
(1) 50 H. P.
(1) 500 Gallon Pressure Tank



McGILL ASSOCIATES, P.A.
CONSULTING ENGINEERS

RECEIVED
MAR 14 1994

11:55 a.m.
3-15-94
mf

March 11, 1994

Mr. Thomas M. Hord
Town Manager
Town of Lake Lure
Post Office Box 255
Lake Lure, North Carolina 28746

REGARDING: General Site Assessment for Golf Course Improvements.

Dear Mr. Hord:

In response to our recent discussion with the Lake Lure Town Council, we have developed an estimated fee for the subject project, based upon the following scope of services:

A. Preparation of Site Plat.

McGill Associates will assemble all available information regarding the correct boundaries of the Town owned golf course property and develop a site plat depicting the current boundaries of the site. The plat will contain all relevant natural features and improvements which can be accurately confirmed without new surveying or extensive field research.

B. Overlay of Original Donald Ross Course Design.

The original Ross routing plan will be adapted, to the extent feasible, and overlaid on the site plat. The objective will be to determine the extent of modifications which may be necessary to adapt the Ross plan to the current site conditions. In addition, an estimate of the additional land which may be required to accomplish two major improvements to the existing golf course will be provided:

1. The development of nine (9) additional holes to the course, bringing it to eighteen (18) holes.
2. The relocation of those course improvements presently located on the east side of U.S. 74 to the west side and the modification of the course routing plan to accommodate this relocation.

C. Assessment of Future Land Needs.

Finally, we will determine, to the extent feasible based upon existing information, whether

P.O. BOX 2259
ASHEVILLE, NC 28802

704/252-0575
704/252-2518 (FAX)

38 ORANGE STREET
ASHEVILLE, NC 28801

Mr. Thomas M. Hord
March 11, 1994
Page 2

the proposed improvements can be developed on the existing Town property or, if additional land is required, we will estimate the quantity of land needed and its optimum location.

D. Presentation to the Lake Lure Town Council.

McGill Associates proposes to complete the above scope of services and present our findings and conclusions to the Lake Lure Town Council at its special meeting in April. The above services will be provided on an hourly fee basis, in accordance with the attached schedule of fees. We estimate that these charges will not exceed FOUR THOUSAND, SEVEN HUNDRED DOLLARS (\$4,700.00). Our estimated maximum fee does not include any surveying or testing work, in conjunction with the subject project.

As you know, McGill Associates has been excited about this project for a long time. We anticipate that the golf course could become one of the Community's greatest assets. We look forward to the prospects of assisting the Town with this important project.

Sincerely,

McGILL ASSOCIATES, P.A.

A handwritten signature in black ink, appearing to read "Gary R. McGill". The signature is written in a cursive style with a large initial "G".

GARY R. MCGILL, P.E.
President