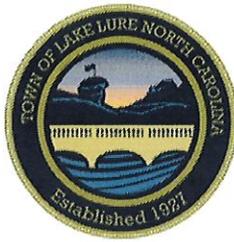


LAKE LURE TOWN COUNCIL REGULAR MEETING PACKET

Tuesday, June 9, 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

June 9, 2020

5:00 p.m.

Lake Lure Municipal Center

AGENDA

- I. Call to Order
 - Invocation
 - Pledge of Allegiance
- II. Agenda Adoption
- III. Mayor's Communications
- IV. Town Manager Communications
 - New Marina/Boardwalk Project
 - River Debris Boom Update
 - Sewer – ER/EID & SCO
 - Dam – Alternatives Analysis & Low Level Outlet
 - Hydro – NCLM Project
 - Small Generator Repairs
 - Storm Event Preparedness Plan
- V. Public Hearing
 - A. FY 20-21 Proposed Annual Budget
- VI. Council Liaison Reports and Comments
- VII. Public Comment: The public is invited to speak on any non-agenda and/or consent agenda topics. Comments should be limited to less than five minutes.
- VIII. Consent Agenda
 - A. Adoption of the May 12, 2020 Special Meeting Minutes, the May 15, 2020 Special Meeting Minutes, the May 15, 2020 Reconvened Special Meeting Minutes, the May 18, 2020 Reconvened Special Meeting Minutes, the May 19, Reconvened Special Meeting Minutes, and the May 27, 2020 Work Session Minutes
 - B. BA# 280 – Cover OVERRUNS in Central Services

**Page 2 – Town Council Meeting Agenda
June 9, 2020**

- IX. Unfinished Business
 - A. Schedule a Special Meeting at the Lake Lure Classical Academy
- X. New Business
 - A. FY 20-21 Proposed Annual Budget Adoption
 - B. FY 20-21 Proposed Fee Schedule
 - C. The Policy Group Contract Approval
- XI. Closed Session in Accordance with G.S. 143-318.11(a) (6) for the purpose of discussing personnel matters.
- XII. Adjournment

IV

TOWN MANAGER COMMUNICATIONS

- New Marina/Boardwalk Project
 - River Debris Boom Update
 - Sewer – ER/EID & SCO
- Dam – Alternatives Analysis & Low Level Outlet
 - Hydro – NCLM Project
 - Small Generator Repairs
- Storm Event Preparedness Plan



Town Manager's Report – Submitted June 4, 2020

Overall, May is best characterized as working through the budget process, resolving issues relative to the Marina/Boardwalk project, and working toward normalcy while opening up operations/community again relative to COVID-19. Our Management Team Meetings are now resuming and projects tracked and discussed on a weekly basis.

Town of Lake Lure Projects							
Updated: May 29, 2020 @ 1:00 pm							
Community Development	%	Public Works	%	Parks, Recreation & Lake	%	Town Manager	%
Farmers Market	10	FFC-CRV Water System Inter Connect Study (WR)	75	Boys Camp Road Campground Construction Drawings	0	Strategic Communication Plan	80
Workforce Housing Partnership Project	10	Remove solids from WWTP	50	Boys Camp Road Campground Construction	0	Dam Evaluation	55
Potential Land Donation-Hawkins	10	Lights on Pool Creek Bridge	50	Golf Course re-develop study	0	Budget & CIP FY 20-21	95
Cell Phone Tower Project	0	Get Engineering certificate for sewer projects to DEQ from 2002-2004	75	Lake Lowering 5 - 7 year schedule	75	Dam Rehabilitation Design Drawings	5
Duck Cove Property-DEMOLITION (10/8/19 TC Meeting)	0	Making List of Ditches to Clean	65	Amphitheater funding	0	Dam Construction	5
Welcome Center Renovation/Restrooms Construction	0	Install Fuel tank at Public Works CRV, FireFly Cove, ToLL H2O Interconnect in conjunction with Public Works	95	Boardwalk Replacement/Marina Expansion - Construction	90	New Sewer System Design Drawings	5
Event Lawn - Potential Public/Private Partnership	45		75	Create Monetization Schedule for P&R Assets and Facility	75	New Sewer System Construction	5
Westside Connector Plan	10	Small Generator Repair	65	2020 Lake Dredging Main Channel and river when lake returns to full pond	30	New Sewer System ER/EID	5
Training - DERS	75	install snow plow for new Dump Truck	75	Marina Phase II funding	0	Bridge at Dam	5
Highlands HOA/Odom Engineering, ToLL, NCDEQ/DWQ roundtable remediation planning	50	install strobes for new Dump Truck	50	Seeking private partnership for development of ampitheater/band shell	0	Low Level Outlet	5
Welcome Center Renovation/Restrooms RFP	70	Deal with insurance over slide on Burnt Rdgr	50	Morton Property Dredging	40		
Downtown Access design for future egress from CRP on Lago Vista (ToLL, NCDOT, NCPS, Isothermal COG RPO, Proctor Road Residents, Lake Lure Prop.)	0			Welcome Center Renovation Restrooms/RFP	70		
Morse Park Pond Permit - USACE & NC DEQ	0			Fee schedule developed by category and applied consistently	25		
CRV, FireFly Cove, ToLL H2O Interconnect in conjunction with Public Works (Firefly folks currently vetting final formal easement)	99.5						

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	Assist with Strategic Messaging Campaign - awaiting prioritization on our Project List.	75	events calendar for 2020	50
Hydrant Repair - Sunset Reserve - Lure Ridge Drive	80	Secure Financing-Fire Building/LGC	0	Article in increasing taxes, sewer rates, and permits	95	Order new vehicle	95
Firefighter Training/ Get new staff current on SOG's	50	Secure Financing - Welcome Center	0	Plan Town Hall Meeting - 6/20 (Notified LLCA of the request)	10	Develop Strategy for Safe and Successful Fireworks Event	25
July 3rd and 4th planning	10	Cross Training Program (Amy, Sha'Linda & Linda)	72	Work with UAB to develop Editorial on the plans for the Sewer System when timing is right.	20	Schedule Boating Class for Officers	25
Firefighter Training classes @ Sunnyview and Lake Lure	10	NCDEQ Silt Grant/Qtly Reimburse	70	Interview Web Masters to replace current website.	25	Lake schedule for reserves 2020	50
2020 Hydrant Flows and Inspections	0	Vehicle Financing	75	Work with Mayor on 6/10/20 Mountain Breeze Article	25	Schedule state mandated training for 2020	50
				Grants		Investigate Boat Towing	25
				Review Div of Water Grant Opportunities with Kurt Wright, David Arrowood, and WithersRavenel. We will pursue grant opportunities in 2020.		Study on Noise Enforcement	25
				Complete FEMA HHD Grant Application for 2020 - Due 6/20/20	25	Assisting with LLCA graduation event	50
				Work with Police Dept on Police Grant for Radios through Motorola.	25		
				Work with Fire Dept on Fire Service Grant Opportunities	25		
				Events			
				Olympiad Committee (Kay Dittmer) needs to know by 7/1/20 if he paired	5		
				Work with LLCA Leadership, the Mayor and PC, FC, PRLD to coordinate the 2020 Graduation in Morse Park planned for 6/20/20.	75		
				Work with PRLD, TM, and TDA to plan Ribbon Cutting Ceremony. Date TBD. Note per DC - \$ needs to be transferred to ToLL by 6/30/20	10		
				Work with PRLD to coordinate approval for July Open Water Swim Hosted by Lireille Aleman. Note - on LAB agenda for 6/1/20.	10		
				Fireworks Contract is awaiting signature. George Wittmer needs to know if he can proceed with the Beach viewing and dinner for 7/3/20	75		

All:

Attached is May Finance Report and details of revenues and expenditures.

Items of interest:

- General Fund Revenues and Expenditures are right on our estimated targets. COVID-19 influence will start to show up on July reports; to what extent, we are unsure at this time.
- W/S operating budget is in-line with estimates, with one more billing to be recorded.
- We generated \$53,194 in Hydro-electric revenues this month-report has not been received yet.
- Departments and key staff has been notified that we have a hold on all purchases, except recurring expenses, for the balance of the fiscal year.

Let me know if you have any questions.

Thanks for your time.

Sam A. Karr

Finance Director

**2948 Memorial Highway
Lake Lure, NC 28746**

Office: 828.625.9983, Ext. 102

Web: townoflakelure.com

Facebook: www.facebook.com/townoflakelure



Town of Lake Lure

92%

Monthly Financial Summary Report as of: 5/31/2020



Revenues in excess of Expenditures

General Fund					General Fund					General Fund	
Revenues:	Annual Budget	Month To Date:	Annual To Date:	Y-T-D % Collected	Expenditures:	Annual Budget	Month To Date:	Annual To Date:	Y-T-D % Spent	Annual Budget	Month To Date
Taxes	\$ 3,007,042	\$ 33,286	\$ 2,879,726	95.77%	Governing Body	\$ 32,300	\$ 1,263	\$ 27,952	86.54%	\$ 0	\$ (496,708)
State Shared Revenues	\$ 1,482,930	\$ 107,852	\$ 1,746,313	117.76%	Administration	\$ 796,751	\$ 69,453	\$ 723,079	90.75%		
Lake & Tours	\$ 506,750	\$ 77,530	\$ 363,137	71.66%	Central Services	\$ 95,150	\$ 7,941	\$ 90,016	94.60%		
Beach & Marina	\$ 206,500	\$ 18,977	\$ 215,889	104.55%	Police	\$ 762,697	\$ 46,811	\$ 665,349	87.24%		
*Miscellaneous Revenues	\$ 458,222	\$ 3,470	\$ 363,510	79.33%	Fire	\$ 840,239	\$ 38,244	\$ 730,664	86.96%		
Land Use Fees	\$ 27,900	\$ 3,355	\$ 27,353	98.04%	Sanitation	\$ 228,200	\$ 18,800	\$ 207,510	90.93%		
Loan Proceeds	\$ 1,768,000	\$ -	\$ 1,214,035	68.67%	Public Works	\$ 470,170	\$ 30,718	\$ 412,565	87.75%		
Transfers	\$ 357,810	\$ -	\$ 240,000	67.07%	Economic Development	\$ 110,297	\$ 8,291	\$ 97,301	88.22%		
Total:	\$ 7,815,154	\$ 244,470	\$ 7,049,963	90.21%	Community Development	\$ 230,516	\$ 12,486	\$ 170,839	74.11%		
*Miscellaneous Revenues					Beach and Marina	\$ 17,500	\$ 1,061	\$ 13,084	74.77%		
Interest, Beer & wine, Fire Tax, ABC					Golf	\$ 106,000	\$ -	\$ 101,661	95.91%		
Facilities Rentals, Grants, Sale of					Parks, Rec., Lake	\$ 883,179	\$ 74,693	\$ 679,063	76.89%		
Assets, Misc., Town Promo, Copies					Capital Outlay	\$ 2,088,446	\$ 33,041	\$ 1,416,432	67.82%		
Recycling Collections					Debt Service	\$ 686,489	\$ 398,374	\$ 784,906	114.34%		
Received-Not Posted Yet					Non Governmental	\$ 136,000	\$ -	\$ 131,365	96.59%		
					Transfers	\$ 331,220	\$ -	\$ 243,762	73.60%		
					Longevity	\$ -	\$ -	\$ -	#DNV/O!		
					Contingency Reserve	\$ -	\$ -	\$ -	#DNV/O!		
					Total:	\$ 7,815,154	\$ 741,176	\$ 6,495,548	83.11%		

Water & Sewer Fund					Water & Sewer Fund					Water & Sewer Fund	
Revenues:	Annual Budget	Month To Date:	Annual To Date:	Y-T-D % Collected	Expenditures:	Annual Budget	Month To Date:	Annual To Date:	Y-T-D % Spent	Annual Budget	Month To Date
Water & Sewer charges	\$ 1,190,000	\$ (2)	\$ 1,022,180	85.90%	Water	\$ 183,812	\$ 8,593	\$ 147,234	80.10%	\$ -	\$ (1,215,215)
Taps & Connection fees	\$ 10,000	\$ 2,314	\$ 9,240	92.40%	Sewer	\$ 1,959,122	\$ 1,085,506	\$ 1,665,818	85.03%		
Interest & Transfer Fees	\$ 7,750	\$ -	\$ 8,601	110.98%	Capital Projects	\$ 144,900	\$ -	\$ 58,982	40.71%		
Water Tank Rental	\$ 15,000	\$ 1,030	\$ 11,330	75.53%	Debt Service	\$ 128,974	\$ 124,458	\$ 4,514	3.50%		
Transfer from Fund Balance	\$ 1,314,186				Transfer to Fund	\$ 120,128	\$ -	\$ -	0.00%		
Total:	\$ -	\$ -	\$ -	#DNV/O!	Total:	\$ 2,536,936	\$ 1,218,557	\$ 1,876,548	73.97%		
	\$ 2,536,936	\$ 3,342	\$ 1,051,351	41.44%							

Hydro Electric					Hydro Electric					Hydro Electric	
Revenues:	Annual Budget	Month To Date:	Annual To Date:	Y-T-D % Collected	Expenditures:	Annual Budget	Month To Date:	Annual To Date:	Y-T-D % Spent	Annual Budget	Month To Date
Power Generation	\$ 600,000	\$ 53,194	\$ 265,142	44.19%	Operations	\$ 512,950	\$ 17,224	\$ 402,432	78.45%	\$ -	\$ 22,058
Interest	\$ 1,500	\$ -	\$ 1,112	74.13%	Transfer to General Fund	\$ -	\$ -	\$ -			
FEMA Reimbursement	\$ 70,000			0.00%	Transfer to Silt Reserve	\$ -	\$ -	\$ -	#DNV/O!		
Transfer from Fund Balance	\$ 825,567	\$ -	\$ -	0.00%	Cap. Outlay/Special Proj.	\$ 984,117	\$ 13,912	\$ 686,569	69.76%		
Total:	\$ 1,497,067	\$ 53,194	\$ 266,254	17.79%	Total:	\$ 1,497,067	\$ 31,136	\$ 1,089,001	72.74%		

Cash & Investment Position		Capital Funds		Comments / Items of note	
Carolina Trust Bank			Balance to Date		
General Fund	\$ 330,400,000		Capital Res. Fund	\$ 179,532	
Water & Sewer	\$ 295,568		Silt Res. Fund	\$ 64,265	
Includes Low Pressure			Marina Brdwa	\$ 215,584	
Hydro	\$ 100,730		Bridge Pres. Fund	\$ 75,000	
Total:	\$ 330,796,298				
NC Capital Management Trust					
General (Cash)	\$ 140,935				
Water & Sewer	\$ 4,602				
Hydro	\$ 19,789				
Total:	\$ 165,326				
Total Cash and Investments:	\$ 330,961,624				



NAME: SEAN HUMPHRIES

Department: LAKE LURE POLICE DEPT



REPORT DATE:

CLOSE OUT MONTH:

PREPARED FOR:

06/01/2020

May 2020

Town Manager



I. ACCOMPLISHMENTS

1. Survived COVID-19 thus far without any illnesses in department. Precautions were taken with all staff and dealing with the public.
2. Policed Town of Lake Lure to assure all mandates were being followed per the Governor's orders.
3. Chief attended numerous meetings in regards to COVID-19, Quarantine and other pertinent info.

Follow Up

- 1.



II. OTHER

Total Police Activities for Month: 497 (Partial Break-down below)

2	Breaking/Entering/Larcenies	15	Traffic Stops
7	Citations	4	Warning Citations
6	Verbal Warnings	5	Accidents
1	Total Arrests	55	Business Checks
15	Lake – Patrols/Permit Checks	30.7	Lake – Total Hours Patrolling
0	Motorcycle Mufflers Checked	6	Residential Alarms Activated
8	Follow up Investigations	0	Special Event/School/Town/Chamber
0	Roadside Checkpoints	5	Noise Complaints

Citations – Cumulative Total of Citations: 5 (Hard Copies) (1 Citation may include 2 charges)

Charges Total: (1) No Operators License, (1) Driving while Lic Revoked, (1) No insurance, (1) Poss Alcohol, (5) Other Infractions

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

Charges Total: (1) Warrant

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



Dean Givens; Parks, Recreation, and Lake Director

DEPARTMENT: Parks, Recreation, and Lake

REPORT DATE:

May 29, 2020

PREPARED FOR:

Town Manager

I. ACCOMPLISHMENTS

1. Boardwalk/Marina Project
2. New Boat ramp construction is temporarily complete
3. New fuel pump for marina is complete
4. Interviewed for a new Parks, Rec and Tails Coordinator

I. FOLLOW UP

1. Boardwalk/marina, Fire Suppression System, and safety features
2. New traffic pattern for the marina: Tri-city paving
3. New boat ramp: aluminum decking and steps

II. OTHER

PR&LD ACTIVITIES:

1. Attended multiple meetings/events:

1. Staff-2
2. LAB-0
3. P&R-0
4. Council-0
5. Marine Commission-0
6. Random-11
7. Boardwalk-8
8. Dredging Contractor-2

2. Worked on multiple projects:

1. New boat ramp
2. Marina Project
3. Budget
4. Parks & Rec Projects
5. Gas pump for marina
6. Landscape plan for town hall/boardwalk
7. New Parks Rec, & Trails Coordinator

PR&TC ACTIVITIES:

1. Interviewed for this position

P&R Maintenance Activities:

1. Performed regular ground maintenance activities at all areas.
2. Worked on new boat ramp
3. Worked on lake debris clean-up
4. Cleaning parks
5. Concrete pads for benches
6. Installed new benches
7. Installed grill tops
8. Planted annual beds
9. Mowing amphitheater twice a week
10. Installed new trash cans
11. Cleaned War Memorial
12. Mowed Boys camp property
13. Worked around new boardwalk cleaning and spreading straw
14. Repaired walkway around deck in Morse Park

Lake Activities:

1. Marina work
2. Lake debris clean-up
3. Boat ramp work
4. Buoy maintenance
5. Boat maintenance
6. Water testing
7. Scheduling for dredging this season:
 - June, main channel and river
 - Working to obtain permission to dredge above the lake for a catch basin on the Morton property.



Name: David Arrowood

Department: Public Works

REPORT DATE:

PREPARED FOR:

May 31, 2020

Town Manager

I. ACCOMPLISHMENTS

- 1. **Finished wiring fuel pump up at Public Works shop**
- 2.
- 3.

II. FOLLOW UP

- 1. **Talked with Bridge Dept today about removing old damaged light post on pool creek bridge.**
- 2.
- 3.

III. OTHER

- 5-8-20 We cleaned Gutters at Police Dept.
- 5-11-20 We started reading water meters.
- 5-8-20 We started removing all cones and baracades around town to start opening things back up.
- 5-11-20 We removed fallen tree on Holmes rd.
- 5-13-20 talked with realator about sewer on Holmes Rd.
- 5-13-20 Checked Sewer tap at 2076 Memorial Hwy.
- 5-13-20 We finished reading water meters.
- 5-13-20 We cleaned Ditches on Rd behind Dam.
- 5-14-20 We found and dug out end of storm drain pipe that was covered at Marina.
- 5-14-20 We fixed brakes on our Motorgrader.

5-15-20 We started cleaning ditches on Garner Rd.

5-14-20 We removed trees and bushes at 64 & 9 that were damaged from vehicle wreck.

5-18-20 Started a list of ditches that need cleaning around town.

5-19-20 We worked all day at Pumpstation because of all the rain. We had a spill at station and we called to notify the state and will turn in a spill report to them.

5-19-20 We had landslides at Burnt Ridge and on Rd going to Dam.

5-19-20 I called DOT about a slide on Buffalo Shoals rd.

5-20-20 We worked allday again at Pumpstation because of heavy rain.

5-21-20 I met with Insurance from NCLM about slide on Burnt Ridge.

5-21-20 Met Tim Edwards at Dam Rd about fixing mud slide.

5-21-20 We graded sand on Beach for Memmorial Day weekend.

5-21-20 We worked on several trees that fell during heavy rains.

5-21-20 We helped Dean remove lake debris.

5-22-20 We covered exposed pipe at the Beach.

5-26-20 We helped again with lake debris.

5-26-20 We removed hard trash around town today.

5-27-20 We worked fixing asphalt drive that was busted during a fire with fire truck. We also fixed water meter and removed a downed tree. This was at Snug Harbor and anglers Way.

5-27-20 Tim Edwards finished slide on Dam Rd today.

5-27-20 We worked removing hard trash today.

5-28-20 We took new dump truck to have snow plow installed.

5-28-20 We sealed up holes in a manhole on Chapel Point today.

5-29-20 We cleaned a culvert on Chapel Point today.

5-29-20 We installed a water tap and meter on Girls Camp Rd today.

5-29-20 I talked with homeowner on Missle Toe today about cleaning there ditch. I told her that was a private drive and we couldn't clean it out.



NAME:

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

DEPARTMENT:

Community Development



REPORT DATE:

June 1, 2020

PREPARED FOR

Town Manager/Town Council



I. ACCOMPLISHMENTS

1. Zoning Administration/Code Enforcement

Certificate of Zoning Compliance Issued	6
Certificates of Zoning Compliance Denied	0
Certificates of Occupancy Issued.....	12
Vacation Rental Operating Permits Issued.....	7
Permanent Sign Permits Issued (0) Temporary (0)	0
Complaints Logged	0
Complaints Investigated	0
Notices of Violation Issued	0
Civil Penalties Issued	0
Stop Work Orders Issued.....	3
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.....	356

2. House/Modular/Heavy Load Moves Through Town..... 0

3. Environmental

Land Disturbance Permits Issued.	5
Complaints Logged	2
Complaints Investigated	2
Stop Work Orders Issued.....	0
Floodplain Development Permits Issued.....	3

4. Lake Structures/Shoreline Stabilization

Lake Structure Permits Issued	5
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
6. Grants Administration	
Total Grants in Progress:.....	.0

II. FOLLOW UP

Communications Enhancements —Met with Jeb Dominick of GeoNet on January 30, 2020. Mr. Dominick is actively looking at sites for a cell tower in our community. We had a very productive meeting and he left with contact information for the property owners of a few potential sites that were identified. **Update: No updates at this time.**

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 meet 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 regulator 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 is maintained throughout the project’s phases.

Update: No updates at this time.

Isothermal RPO — Town staff submitted a transportation project proposal for consideration. This concerns the proposed use of Lago Vista Drive as future dedicated egress for Chimney Rock State Park and requests the RPO consider making a funded project out of implementing “appropriate elements” of the adopted 2014 Main Street Plan. **Update:** NCDOT requested utility location information for a feasibility study based on 2 ingress/egress designs for Chimney Rock State Park into the Lake Lure commercial center. Proposed designs are attached below.

Westside Connector —**No updates at this time.**

Welcome Center —At the January 29, 2020 CIP kickoff meeting the decision was made to suspend this project. **Update: No updates at this time.**

Residential Vacation Rental Suspension — All residential vacation rentals within the Town’s jurisdictional limits were ordered to suspend operation until May 15th, 2020 pursuant to the State of Emergency Declaration of March 31, 2020. Department staff created supplementary databases and maps showing RVR locations in relation to high risk age groups. The Town’s current data base of RVR managers and owners was updated utilizing Rutherford County

parcel data. This database was utilized to notify RVR owners and managers of the order by mail and email. To ensure complain of this order, Garrett Murphy performed 577 surveys of RVRs this month. Approximately 27% of the vacation rentals had at least one vehicle parked at the residence at the time of the survey.

The vehicle(s) and tags were noted on a weekly basis. If the residence had different vehicles coming and going, the vacation rental owners were contacted for further information.

Based on the survey results and the minimum number of complaints received by the department, Town staff believes that compliance with the RVR suspension order was achieved and that the suspension was a successful tool in reducing the influx of travel throughout the community. **Update:** The RVR suspension expired on 5/15/2020. This item will be removed from next month's report.

Standardizing Notification - The Community Development Department are creating and updating standardized notifications that will reduce staff time for repetitive administration work. Garrett has produced standards for VROP, sign, and unpermitted work violations. CDD staff will continue producing standards as needed.

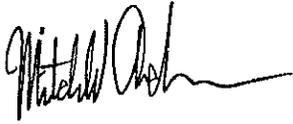
N.C. G.S. 160D – North Carolina passed new statues that effect how local municipalities can regulate land use. These updates will become effective on August 1, 2021. CDD have been following UNC School of Government updates on these changes and how they impact current ordinances. CDD staff will identify 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.

III. OTHER

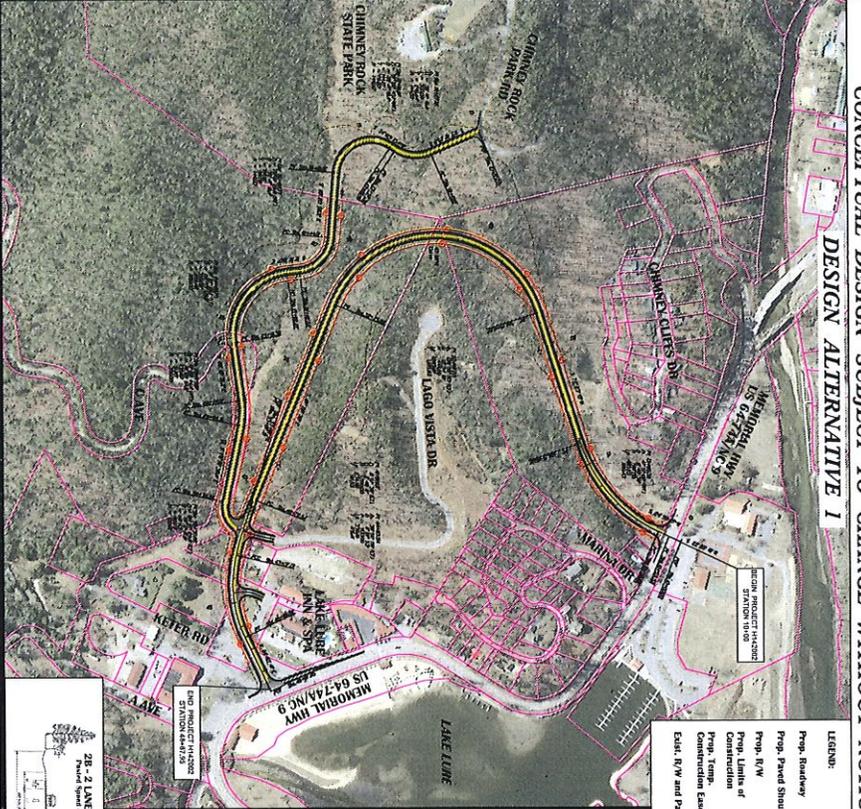
In addition to the projects listed above, there are a few things that have required significant focus from the Community Development Department:

- 1) CDD staff provided assistance to other Town Departments in responding to this month's rain events. This includes documenting the recent land slide on Burnt Ridge Road.
- 2) CDD staff have worked with ISS Technologies, the Town's Star2Star phone service providers, to gain access and implement softphone technology. Softphone technology will provide Town employees access to a live phone software hosted on local devices to received and make phone calls remotely. Community Development staff are currently testing the new software before expanding this feature to other departments.
- 3) CDD staff has been creating/ updating standardized notifications that will reduce time spent on repetitive administration work. Garrett has produced standards for VROP, sign, and unpermitted work violations.
- 4) To simplify permit intake and ensure permit payments (checks, cash) are not placed within CDD mailbox, CDD staff have requested the front desk take payments as soon a permits are received. Payment receipts should reference the permit type and applicant address. CDD staff will then reference payment transition and batch number within BMS permitting software. This is in contrast to the front desk placing unprocessed checks within

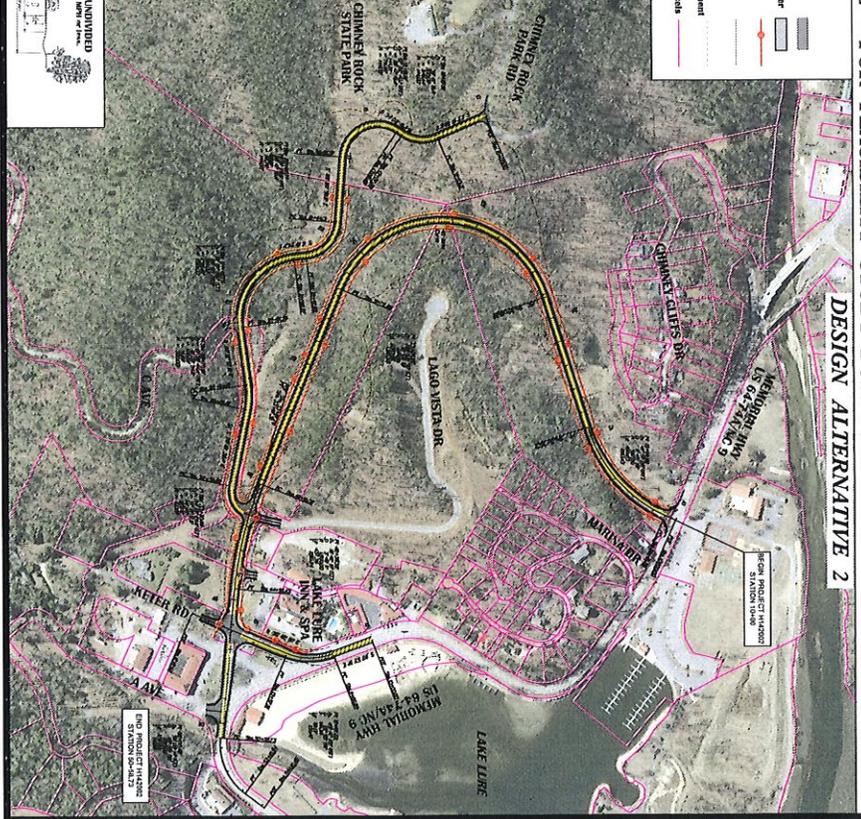
the CDD mailbox while waiting for a BMS permitting number to be generated by CDD staff. Front desk staff should also check incoming mail for these payments before placing applications within CDD mailbox. The new process was verbally confirmed as acceptable by Sam Karr and verbal instruction was provided to Linda Ward.

A handwritten signature in black ink, appearing to read "Mitchell Anderson", with a long horizontal flourish extending to the right.

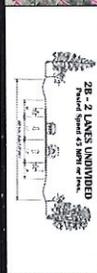
Mitchell Anderson
Assistant Community Development Director



CONCEPTUAL DESIGN SUBJECT TO CHANGE WITHOUT NOTICE - FOR FEASIBILITY STUDY PURPOSES ONLY
 DESIGN ALTERNATIVE 1



CONCEPTUAL DESIGN SUBJECT TO CHANGE WITHOUT NOTICE - FOR FEASIBILITY STUDY PURPOSES ONLY
 DESIGN ALTERNATIVE 2



Name: Laura Krejci

Department: Communications\Events\Grants

REPORT DATE: MAY 31, 2020

PREPARED FOR: TOWN MANAGER

I. ANALYTICS

1. Facebook Analytics

a. Posts:

Published	Post	Type	Targeting	Reach	Engagement
05/31/2020 4:19 PM	 VIRTUAL MEMORIAL DAY TRIBUTE: VIRTUAL MEMORIAL			6	0 1
05/29/2020 7:16 PM	 Additional Rutherford County COVID-19 Updates 5/9/20: Please			1.2K	88 8
05/29/2020 7:14 PM	 Additional Rutherford County COVID-19 Updates 5/29/20: Please			1.1K	28 1
05/29/2020 6:43 PM	 Rutherford County COVID-19 Updates 5/29/20: There are TWO			817	29 1
05/29/2020 3:07 PM	 VIRTUAL MEMORIAL DAY TRIBUTE: Please see the photo of			547	11 10
05/29/2020 8:31 AM	 SUPPORT THE LAKE LURE CLASSICAL ACADEMY 2020			1.4K	25 34
05/28/2020 6:54 PM	 REMINDER: DRIVE THRU COVID TESTING ON FRIDAY, 5/30/20: On			1.5K	31 14
05/28/2020 5:13 PM	 National Park Service Free BearWise Webinar: Join Us on			1.3K	39 35
05/28/2020 5:10 PM	 CAUTION: Please use caution when boating due to storm debris.			1.8K	122 39
05/28/2020 11:00 AM	 VIRTUAL MEMORIAL DAY TRIBUTE: Please see the photo of			1.1K	43 23
05/27/2020 6:47 PM	 DRIVE THRU COVID TESTING ON FRIDAY, 5/30/20: On Friday, May			1.2K	25 3
05/27/2020 3:36 PM	 VIRTUAL MEMORIAL DAY TRIBUTE: Please see the photo of			690	16 20
05/27/2020 1:10 PM	 Additional Rutherford County COVID-19 Updates 5/27/20: Please			1.3K	157 13
05/27/2020 12:48 PM	 Additional Rutherford County COVID-19 Updates 5/27/20: Please			1.3K	113 6
05/27/2020 11:53 AM	 Rutherford County COVID-19 Updates 5/27/20: There are THREE			1.2K	58 4

1. Facebook Analytics

a. Posts:

05/25/2020 1:01 PM		VIRTUAL MEMORIAL DAY TRIBUTE: William Williams Foard			1.7K		33 32	
05/25/2020 8:28 AM		IN REMEMBRANCE: Today we pause and honor the men and			2.3K		41 76	
05/24/2020 9:26 AM		VIRTUAL MEMORIAL DAY TRIBUTE: On Memorial Day, we			1.8K		30 37	
05/23/2020 1:24 PM		Lake Lure Beach Opens for the Season: The Lake Lure Beach			17.8K		2.1K 748	
05/23/2020 1:12 PM		New Lake Lure Boardwalk: Please come out and enjoy the new Lake			24.3K		4.8K 1.3K	
05/23/2020 12:55 PM		Lake Lure's Launch: The soft opening at the new Washburn			4.2K		1.1K 212	
05/22/2020 3:24 PM		CHECK IT OUT - Washburn Marina and Lake Lure Boardwalk Soft			3.7K		342 124	
05/22/2020 12:40 PM		New COVID-19 Data for Rutherford County: Several new graphs have			1.2K		77 4	
05/22/2020 12:25 PM		Additional Rutherford County COVID-19 Updates 5/22/20: Please			912		45 2	
05/22/2020 11:44 AM		Rutherford County COVID-19 Updates 5/22/20: There are FIVE			1.4K		78 8	
05/21/2020 8:00 PM		Phase Two of NC's Reopening Plan: The Governor has issued Executive			1.5K		89 9	
05/21/2020 7:47 PM		TEMPORARY ROAD CLOSURE: Heavy rains from spring storms			1.8K		94 37	
05/21/2020 2:15 PM		Lake Lure Storm Update 5/21/20: The National Weather Service			3.6K		888 140	
05/20/2020 8:41 PM		New Lake Lure Marina and Boardwalk Project: The replacement			3.8K		729 127	
05/20/2020 7:06 PM		VIRTUAL MEMORIAL DAY TRIBUTE: The Town of Lake Lure is			1.7K		50 22	
05/20/2020 3:23 PM		Rutherford County COVID-19 Updates 5/20/20: There is ONE new			1.3K		85 8	
05/20/2020 8:06 AM		FLASH FLOOD WATCH: Please use caution when near the river or			2.6K		90 50	
05/19/2020 2:30 PM		FLOOD WARNING LAKE LURE: Town of Lake Lure will be raising the			1.2K		26 37	
05/19/2020 1:21 PM		FLOOD WARNING: The National Weather Service has now issued a			1.5K		40 30	
05/19/2020 11:18 AM		Flash Flood Watch: Please use caution when near the river or			1.6K		109 36	

1. Facebook Analytics

a. Posts:

Date/Time	Image	Text	Icon 1	Icon 2	Reach	Engagement	Comments
05/18/2020 11:30 AM		Rutherford County COVID-19 Updates 5/18/20: There are TWO			1.5K		102 6
05/15/2020 4:32 PM		Rutherford County COVID-19 Updates 5/15/20: Please see the			1.3K		51 17
05/15/2020 4:19 PM		Rutherford County COVID-19 Updates 5/15/20: There are NO new			1.2K		37 6
05/15/2020 2:38 PM		Featured Artist - Julie Maziarka: The Lake Lure Artists are a group of			1.2K		68 57
05/15/2020 2:09 PM		New Washburn Marina Gas Pump Has Been Installed: The Town of			3.2K		269 130
05/14/2020 1:16 PM		Additional Rutherford County COVID-19 Updates 5/14/20: Please			1.1K		102 5
05/14/2020 12:54 PM		Rutherford County COVID-19 Updates 5/14/20: There are NO new			893		27 1
05/14/2020 12:48 PM		NC Reopening Plan - Phase One: The NC Governor has laid out a			1.6K		274 10
05/14/2020 11:57 AM		Stand Up - Be Counted - 2020 Census: Census information drives			948		21 4
05/13/2020 5:06 PM		Food Give-Away: COVID-19 is impacting families in our area in			2.6K		58 109
05/13/2020 4:57 PM		Lake Lure Employment Opportunity - Parks, Recreation, and Trail			937		35 2
05/13/2020 3:18 PM		Virtual Concert from the Lake Lure Music Festival Committee: In our			600		10 0
05/13/2020 2:43 PM		Additional Rutherford County COVID-19 Updates 5/13/20: Please			1K		63 2
05/13/2020 2:37 PM		Rutherford County COVID-19 Updates 5/13/20: There are NO new			1.1K		37 6
05/12/2020 4:50 PM		Important Updates for Boaters - Please Continue to Bring Your Own			2K		246 34
05/12/2020 1:46 PM		Additional Rutherford County COVID-19 Updates 5/12/20: Please			1.1K		76 7
05/12/2020 1:38 PM		Rutherford County COVID-19 Updates 5/12/20: There are NO new			1.3K		101 17
05/12/2020 11:41 AM		Lake Lure's Marina and Boardwalk Replacement: The replacement of			3.2K		1.1K 210
05/12/2020 11:30 AM		New Floating Boardwalk Under Construction			2.1K		726 7

1. Facebook Analytics
a. Posts:

05/12/2020 11:28 AM		New Floating Boardwalk Under Construction			1.9K		288 115	
05/11/2020 12:40 PM		Additional Rutherford County COVID-19 Updates 5/11/20: Please			1.1K		83 2	
05/11/2020 11:43 AM		Rutherford County COVID-19 Updates 5/11/20: There are no new			1.2K		55 9	
05/10/2020 8:26 PM		Happy Mother's Day from the Town of Lake Lure!			939		6 32	
05/10/2020 6:40 PM		Rutherford County COVID-19 Updates 5/10/20: There is one new			1.3K		33 8	
05/08/2020 2:03 PM		Rutherford County COVID-19 Updates 5/8/20: There are two new			1.2K		50 2	
05/07/2020 6:54 PM		Good News for Lake Lure: The Town's key personnel have held			2.5K		438 44	
05/07/2020 4:22 PM		Additional Rutherford County COVID-19 Updates 5/7/20: Please			1.3K		88 5	
05/07/2020 4:04 PM		Rutherford County COVID-19 Updates 5/7/20: There are two new			1.2K		42 1	
05/06/2020 7:53 PM		BUSINESS OWNERS: Thinking about opening up? Already opened.			1.9K		71 14	
05/06/2020 6:47 PM		May 6, 2020 - National Nurses Day: Each year National Nurses Day is			1.4K		19 28	
05/06/2020 6:44 PM		Additional Rutherford County COVID-19 Updates 5/6/20: Please			1.2K		90 9	
05/06/2020 12:37 PM		Rutherford County COVID-19 Updates 5/6/20: There is ONE new			1.5K		60 9	
05/05/2020 6:43 PM		Rutherford County Small Business Grant Opportunity: Small			1.2K		23 9	
05/05/2020 5:16 PM		National Teacher Appreciation Day: Never have our nation's teachers			1K		8 30	
05/05/2020 3:22 PM		Additional Rutherford County COVID-19 Updates 5/5/20: Please			1.4K		203 7	
05/05/2020 3:16 PM		Rutherford County COVID-19 Updates 5/5/20: There are 147			770		18 2	
05/04/2020 2:55 PM		Additional Rutherford County COVID-19 Updates 5/4/20: Please			1.1K		159 5	
05/04/2020 2:43 PM		Rutherford County COVID-19 Update 5/4/20: Today the Rutherford			1.6K		51 44	

1. Facebook Analytics

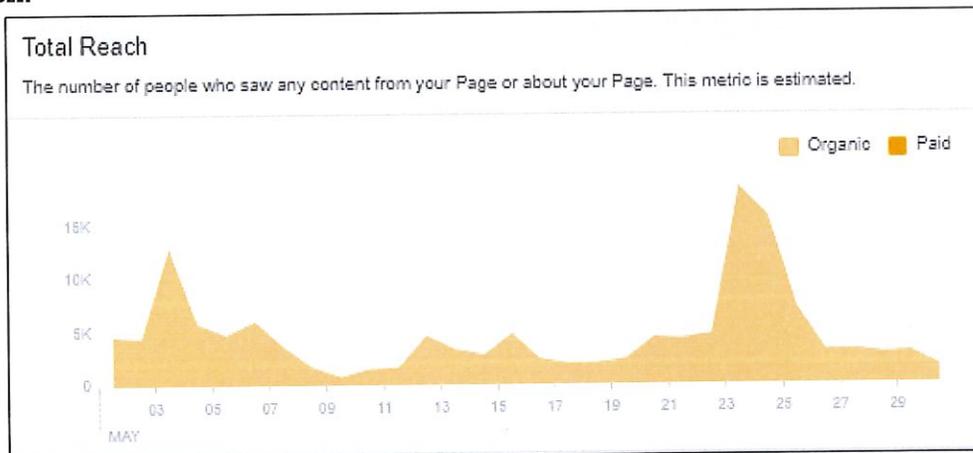
a. Posts:

05/04/2020 2:41 PM		Rutherford County COVID-19 Updates 5/4/20: There are 147			817		28 0
05/03/2020 1:05 PM		Please Enjoy Lake Lure At It's Finest: As a special treat, please			8.1K		723 870
05/03/2020 12:57 PM		Rutherford County COVID-19 Updates 5/3/20: There are 147			1.3K		44 4
05/02/2020 1:57 PM		Rutherford County COVID-19 Updates 5/3/20: There are 146			875		19 0
05/01/2020 2:25 PM		Additional Rutherford County COVID-19 Updates 5/1/20: Please			1.2K		122 6
05/01/2020 2:11 PM		Rutherford County COVID-19 Updates 5/1/20: There are 142			1.4K		78 11

b. Followers (People who have opted-in to “follow” our profile or page, meaning that they will receive our updates in their timeline): **12% increase in “followers” this month with 15,864 followers as of 5/31/20, compared to 14,134 on 5/31/19.**

e. Likes (When someone likes a Page, they're showing support for the Page and that they want to see content from it): Increased “likes” this year by **11% increase in “likes” this month.** There are currently **15,449 likes** as of 5/31/20, compared to 13,934 on 5/31/19.

f. Reach:



2. Website Analytics:

- **Users:** There were 20,468 website users in May 2020, a 30% increase over May 2019..
- **New Users:** There were 19,175 new users in May 2020, a 28# increase over May 2019.
- **Page Views:** There were 52,329 page views in May 2020, 40% increase over May 2019.
- **Sessions:** There were 25,328 sessions in May 2020, 33% increase over May 2019.
- **Inquiries:** All web inquiries answered timely by the Customer Service Specialist.

a. **Events:**

- 1) **Memorial Day, May 25, 2020:** An in-person Memorial Day program was cancelled out of an abundance of caution and to be in accordance with the Phase Two of the NC Executive Orders for reopening. A [Virtual Tribute](#) was created to honor America's heroes. See attachment A.
- 2) **LLCA Graduation, June 4, 2020:** A graduation parade will begin at LLCA at 2:00, led by the Lake Lure Police Dept, with the Lake Lure Fire Engine bringing up the rear. The public has been invited to come to Town to cheer them on. There are 21 graduates and each graduate may have two cars in the parade which will end in Morse Park. The graduates will park all along the field and families will be asked to remain in their cars. A podium will be placed in the center of the field to the right of the Welcome Center. The Mayor will welcome everyone and each graduate will be called up to the podium to receive their diploma. They will have an opportunity to take pictures individually at the gazebo. Town Staff sponsored the rental of Morse Park.
- 3) **New Marina/Boardwalk Ribbon Cutting Ceremony:** An event will be planned in coordination with the TDA once the project is fully complete. It may be best to plan in Phase Three of the NC Reopening Plan, potentially the end of June. TDA has indicated they need to transfer funds by the end of June for their portion of this project.
- 4) **Fireworks:** We have signed a contract for a 15 minute Fireworks Show on 7/3/20. The team is not planning to have food trucks this year in an effort to not draw a crowd. George Wittmer is planning to have a viewing option with dinner on the Lake Lure Beach. He will follow the NC Executive Orders for Phased Reopening and follow those guidelines, whatever they are at the time of the event. The event is posted on the Town Website but we are intentionally not posting the event on Facebook to minimize people coming from out of Town. We have also discussed actually proactively contact the media to ask them not to publicize the event due to COVID-19.
- 5) **Olympiad:** A firm decision has not been made about the August Olympiad. Kay Dittmer has asked that the Town confirm if she may proceed in planning a paired down event this year by 7/1/20.

III. GRANTS

1. **FEMA High Hazard Dam Grant Award:** Update 4/30/20: Submitted a report on the analysis submitted by Schnabel Engineering as well as receipts for payments made for this work. Await reimbursements. Update 5/31/20: Have checked with NC DEQ and they have confirmed that they have everything needed to process the award. Will stay in contact with them until this transfer is mad.

The 2020 Grant Application process is underway. Working with Schnabel Engineering to complete our application which will be focused on the lower level outlet. We are uncertain the level of the funding but expect it to be in the \$100-150K range.

2. **Motorola Police Radio Grant:** Working with Sean Humphries to pursue a grant for Police radios.
3. **Grants Database:** Continue to update the Grants Database as new information becomes available. Followed up on the following funding opportunities:

IV. MISCELLANEOUS

- Everbridge:** Everbridge registrants are up by 307 with 1,732 (721 new registrants +1011 Nixel) as of 4/31/20, up from 1,257 in 4/31/20.
- Mayoral/Town Manger Support:** Provided assistance as needed with Town Communications including the Town's investment article, media relations, and daily COVID-19 updates to the public.
- Email Updates:** An email update with the following headlines will be shared this week with the Town's email database.

May 2020 Headlines and Updates						
Rutherford County COVID-19 Statistics	Current CDC Guidelines & Updates	Medical Strike Teams for COVID-19 Patients	Information Resource Guide Local Health Contacts Physical Resource Guide	County Health Screening #	CDC Prevention Tips	NC Phase 2 Reopening
Payroll Protection Program	Small Business Administration Loans	Lake Lure Employment Opportunities	Rutherford County Emergency Small Business Grant Application	Mayor's Message	Please Complete the Census	Bears, Bears, Bears
Memorial Day Tribute	Town Council Schedule/Minutes	Marina/Boardwalk Schedule	Virtual Music Concerts	Coronavirus (COVID-19): Small Business Guidance & Loan Resources	White House CDC FEMA Supporting Small Business During COVID-19	Buy a Bag Campaign - Grocery Program for Displaced Employees of Businesses in the Gorge
Employment Opportunities	Lake Lure Beach	Temporary Road Closure	5/19-20/20 Storm Event	HNG Outreach Food Give-away	Happy Mother's Day	Lake Lure Artists

Virtual Memorial Day Tribute

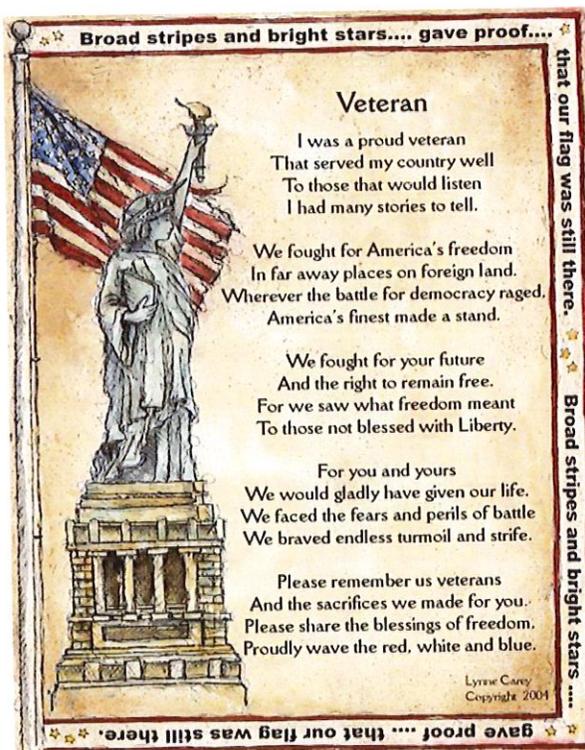


The Town of Lake Lure has built this Virtual Memorial Day Tribute for the loved ones of Lake Lure family members.

If you would like to participate in this tribute, please send in a picture of your loved one with their name, branch of service, period of service, and anything else you would like to share about your loved one who served. We will share the picture and information about your loved one on our Town Website on a special Memorial Day Tribute.

Please send your information to Communications@townoflakelure.com. For questions please call 828-625-9983, extension 103.

Thank you for helping us honor those who served so bravely!



Lt Rodney Anderson

Lt Rodney Anderson, USN (1932-2012) served four years active duty as a Navy fighter pilot during the Korean War.

Rodney Anderson widow is our neighbor Yvonne Anderson



Charles Auther "Ott" Barnes

Charles Auther "Ott" Barnes was a private in the US Army. He fought in Vietnam. He gave so much and was a true hero in his nieces' eyes.

He is an awesome role model and his niece loves him very much!

Charles Auther "Ott" Barnes' niece is Sherry Norwood.

William Williams Foard

Will Foard joined the Army Air Corps in February 1943. He flew P-51 Mustangs as escort for B-17 and B-24 bombing missions over Europe while based mainly in Leiston, England. When the war in Europe ended, he volunteered to join the forces in the Pacific preparing to invade Japan. The atomic bombs were dropped while he was on a ship crossing the Atlantic, and Japan surrendered, so he was discharged in December 1945. He headed back to Clemson to finish his degree, but stayed in the Air Force Reserves until retiring in 1972 with the rank of Lt. Colonel. (1924 - 2016)

Will Foard's daughter is our neighbor Julie Toffaletti.

Restored P-51, Swamp Fox, owned and flown in area air shows by Robert Dickson Sr. and Robert Dickson Jr. — shown in photo with Will Foard. Julie remarked that "the Swamp Fox P-51 is named for the P-51 that my dad flew and named during the war."



Col. Thomas A. Graham

Col. Thomas A. Graham served in the US Army Artillery during World War II.

The photograph is of Col. Thomas A. Graham US Army (Retired) & his daughter Nancy McNary

1937 - 1963

World War II

Thomas Graham's daughter is our neighbor Nancy McNary.

Edwin C. Krejci

Edwin C. Krejci served in the US Navy from 1941-1945, He is a Pearl Harbor Survivor and served on the USS Phoenix (light destroyer)

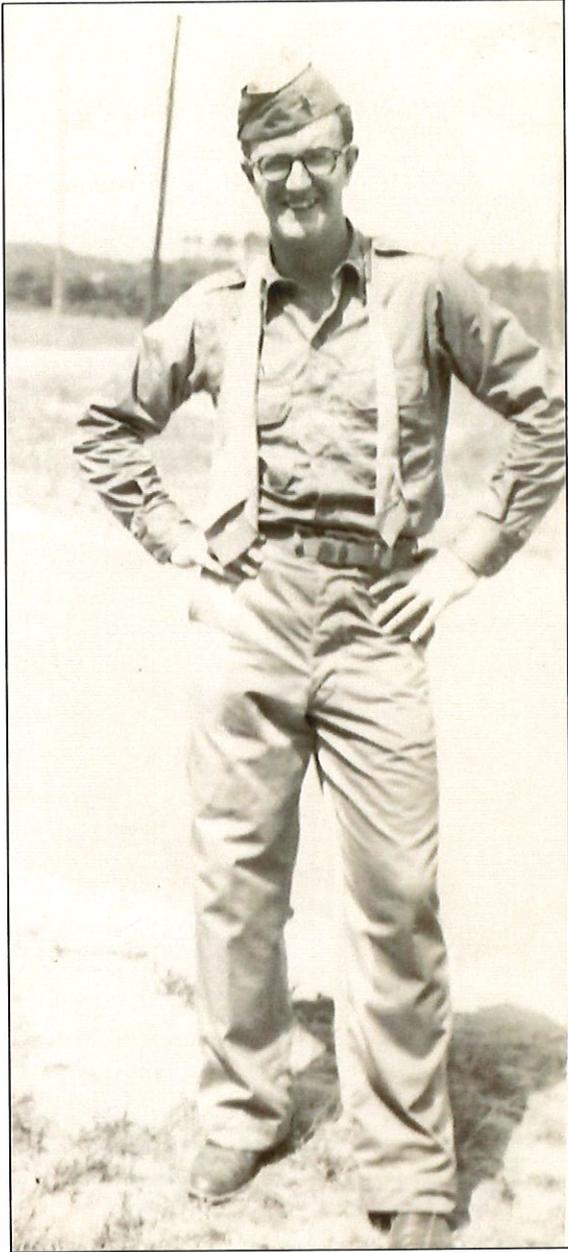
Edwin Krejci is our neighbor Richard Krejci's Father



Major William B. McNary

Major William B. McNary USAF (Retired)
Navigator 1956 - 1979 Vietnam

William McNary's wife is our neighbor Nancy McNary.



Roland Morrison

Roland Morrison served in in the Army Air Corp during WWII in the Pacific Theater

Roland Morrison is Buddy Morrison's Father.

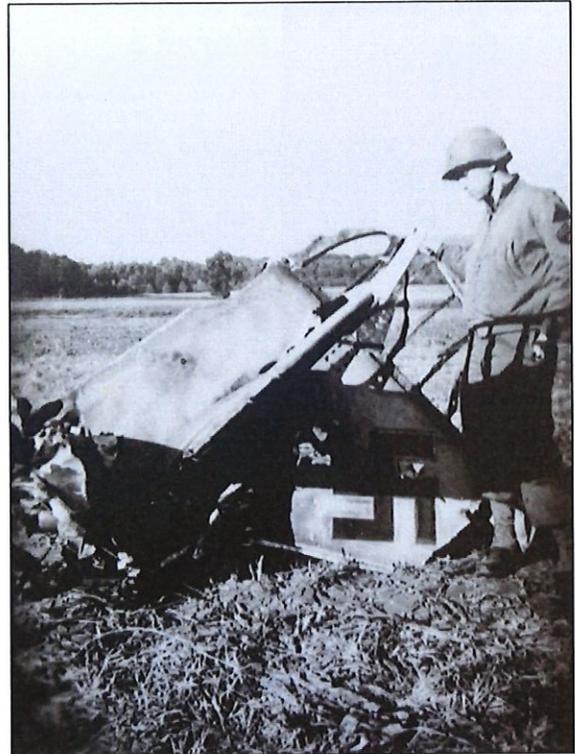


Sam Payne

Sam Payne served in the US Army during WWII in the 17th Armored Engineering Battalion. He served from 1942-1945

Sam Payne survived the war, came home, got married and raised a family, never seeing his war experience as anything more than just doing what needed to be done at the time.

Sam Payne is our neighbor Mike Payne's Father.



Robert Hill Powers

Robert Hill Powers served in the 39th Infantry in the US Army. He was a 2nd Lt and served in New Guinea during the Pacific Campaign. He was awarded a Purple Heart for his service.

Robert Hill Power's Granddaughter is our neighbor Laura Krejci

William Hayes Taylor

William Hayes Taylor Ret. Master Sgt. US Army is first picture, he is my maternal grandfather.

He gave so much and was a true hero in his Granddaughter's eyes.

Thank you for keeping my country free and for your sacrifice!!!!

William Hayes Taylor's Granddaughter is our neighbor Sherry Norwood.



Town of Lake Lure Hydroelectric Plant Monthly Report



May Report
5/20/20

Contents:

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

1. Revenue

Top 10 Months - Total KWH				
Rank	Year	Month	KWH	Revenue
1	2003	May	1,973,500	\$55,272
2	1993	April	1,913,500	\$80,949
3	2005	July	1,910,000	\$73,348
4	1984	April	1,738,400	\$74,513
5	2016	January	1,720,000	\$124,215
6	1992	June	1,694,000	\$72,996
7	1993	January	1,693,500	\$72,209
8	2009	December	1,640,000	\$74,875
9	1983	December	1,634,800	\$69,334
10	2013	July	1,624,000	\$114,057

Top 10 Months - Revenue				
Rank	Year	Month	KWH	Revenue
1	2016	January	1,720,000	\$124,215
2	2013	July	1,624,000	\$114,057
3	2013	August	1,508,000	\$109,521
4	2019	January	1,594,419	\$108,199
5	2019	February	1,452,000	\$107,935
6	2018	June	1,452,000	\$106,227
7	2016	February	1,452,000	\$106,210
8	2019	March	1,520,000	\$97,185
9	2018	December	1,284,000	\$90,907
10	2015	December	1,160,000	\$90,131

Green Highlights are months from the year 2019.

Yellow Highlights are from the year 2020.

Blue Highlights are for the most current monthly report.

- Revenue. [\$53,120.98]
- Kilowatts Produced. [908,017 KWH]
- Hours ran [approx 530 hrs]

2. Lake Levels

- Full Pond: **-24 in**
- Min Recorded Lake Call in Level: 24.1
- Max Recorded Lake Call in Level:35.12
- Max Gate Opening: **14 ft**
- Min Gate Opening: **0 ft**

3. Significant Weather Events and Rain Accumulation

Total rain accumulation for May was 15.8 inches. Several large storms passed through the area between 19th to the 23rd resulting in the gates being lifted up to 14ft. The rain accumulation between these dates was approximately 10.00 inches out of the 15.8 inches total for the month.

4. Scheduled Maintenance and Improvements

- Hoist gate repair. Waiting for Extention chain to be installed for completion of project.
- Old chain link fence/gate removed.
- Road Repaired after Embankment failed druring rain event.





Name: Dustin Waycaster

Department: Fire

REPORT DATE:

June 1, 2020

PREPARED FOR:

Town Manager

I. ACCOMPLISHMENTS

- 5-1 Ran three calls. Medication checks. Sent in weather information into NOAA.
- 5-2 One call for a tree down. Chainsaw maintenance.
- 5-4 Sanitized all apparatus, station work places, and equipment that is used.
- 5-5 Maintenance on 2515 primer switch. Trail preplanning and training at Chimney Rock State Park.
- 5-6 Fire Boat Training. Woods Fire on Homestead dr.
- 5-7 Sanitized apparatus and station. Medical call Luther Burbank
- 5-8 MVC at Larkins.
- 5-11 Grass/woods fire North Shore Dr.
- 5-12 Mulch Fire Lure Ridge Dr. Landing Zone set up at ingles.
- 5-13 Worked on Fire Inspection and Fire Code for the Marina Project.
- 5-14 In-service/medical training for staff. Staff meeting. Worked on Marina project. Three calls powerline fire, lifting assistance, and a Fall call.
- 5-15 Boat accident on the Lake.

5-16 medical call

5-18 MVC Hwy 9

5-19 Weather Stand-by rain event/flooding/high winds. Ran 9 calls for service. Monitored weather conditions and set off warning sirens.

5-20 Ran 3 calls for service and continued to monitor weather conditions.

5-21 Checked on Gas Leak for a residence.

5-22 Fire investigation at Blue Heron Point.

5-23 Four calls for service. Tree down, fire investigation, public assistance call, and another tree down.

5-24 Three calls in the Chimney Rock area. Two patients in Chimney Rock Park. And one call to assist chimney rock with a subject trapped in the river.

5-25 Medical call on the lake for a subject with a head injury.

5-28 Assisted Chimney Rock with Fire Alarm at Burnt Shirt Restaurant. Inspection at the marina. Assisted Hydro with buoy at the Dam.

5-29 Replaced the Front and rear brakes on the pick-up 2525. Marina Inspection.

5-30 Five calls for service Lock outs and medical.

5-31 Six calls for service. Lock outs, medical, and assist LLPD at the Dam.

II. FOLLOW UP

1. Lake Lure Fire Had 230 total hours of training for the month of May.
2. Lake Lure Fire ran 23 Fire/Medical/ Rescue calls
3. Wrote 17 Burn permits.

III. OTHER



eso



ANALYTICS
Station Report

75%

FIRE
Percentage of Total Incidents

25%

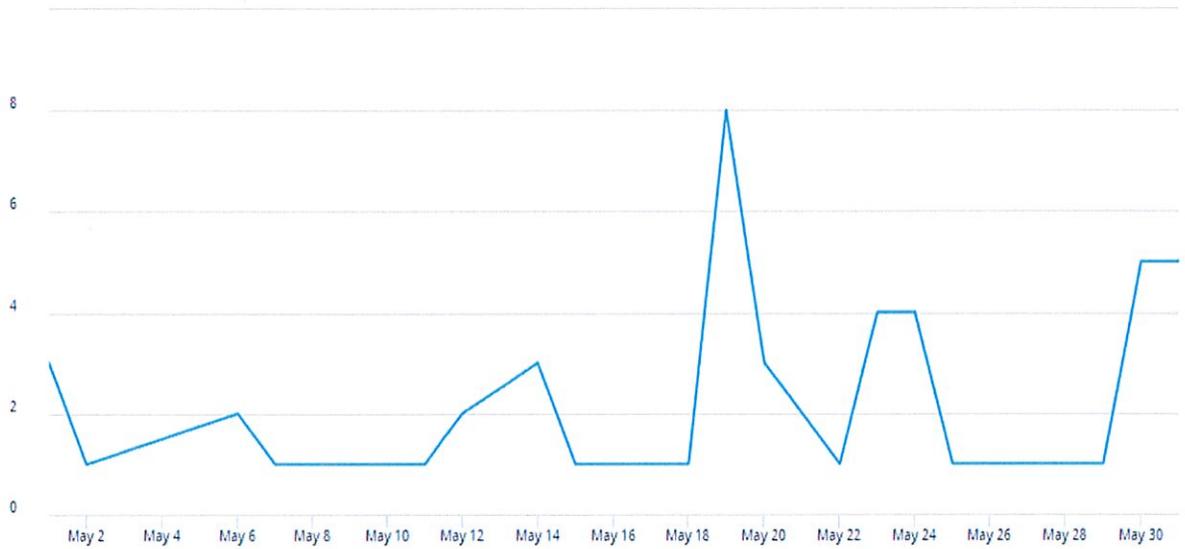
EMS
Percentage of Total Incidents

51

INCIDENTS
In Selected Time Slice

31

DAYS
In Selected Time Slice



V

PUBLIC HEARING

- Proposed Ordinance No. 20-06-09 FY 20-21
Annual Budget



Office of the Town Manager

TO: Mayor and Commissioners
FROM: Shannon Baldwin, Town Manager
DATE: May 29, 2020, revised June 4, 2020
RE: Budget Message and Proposed Budget for Fiscal Year 2020-2021

In accordance with Sections 159-11, 159-12, et. al. of the General Statutes of North Carolina, it is my duty to submit for your consideration the proposed balanced Budget for Fiscal Year 2020-2021 commencing July 1, 2020 and ending June 30, 2021. This budget is based on careful analysis of departmental operating budgets, Capital Improvement Plans and prioritized needs as identified by department heads and in budget workshops with Town Council. In summary, the budget is balanced at a recommended tax rate of \$0.42 per \$100 of property value.

This memorandum provides summaries and detailed discussion of the budgets for General Fund, Water/Sewer Fund and Electric Fund.

REVENUES

I. GENERAL FUND

Ad Valorem and Vehicle Taxes	\$3,511,722
State Shared Revenues & Grants	\$2,388,026
Installment Loan	\$84,879
Lake & Tours	\$673,550
Beach	\$50,000
Marina	\$266,500
Miscellaneous Revenues	\$79,162
Land Use Fees	\$27,600
Transfer from Capital Reserve Fund	\$11,728

TOTAL GENERAL **\$7,103,167**

II. WATER/SEWER FUND

Water and Sewer \$1,570,110

TOTAL WATER/SEWER \$1,570,110

III. ELECTRIC FUND

Electric Receipts \$601,500

TOTAL ELECTRIC \$601,500

TOTAL REVENUES – ALL FUNDS(memo:only) \$9,274,777

EXPENDITURES

I. GENERAL FUND

Operations

Public Safety

Fire Department \$889,584

Police \$826,340

Administration, Finance & Technology

Administration \$977,004

Insurance/Bonding \$143,500

Information Technology/Telecommunications \$99,300

Governing Board \$32,300

Public Works & Maintenance

Public Works \$511,652

Sanitation \$229,400

Recreation

Parks, Recreation, & Lake \$887,055

Golf Course \$106,000

Beach & Marina \$17,500

Community Enhancement

Community Development \$202,788

Economic Development \$105,417

Capital Outlay and Debt Service

Capital Outlay & Projects \$1,258,329

Transfer to Capital Reserve Fund \$483,936

Debt Service (all general fund depts.) \$333,062

\$7,103,167

TOTAL GENERAL

Budget Message

May 29, 2020, revised June 4, 2020

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II. WATER/SEWER FUND

Sewer Operations	\$548,300
Water Operations	\$135,392
Capital Outlay	\$206,000
Debt Service	128,975
Transfer to Equity	\$551,443
TOTAL WATER/SEWER	\$1,570,110

III. ELECTRIC FUND

Operations	\$439,638
Capital Outlay	\$45,900
Transfer to Equity	\$115,962
TOTAL HYDRO-ELECTRIC	\$601,500

**Totals all
Funds (memo
only)**
\$9,274,777

FUND BALANCES

The following information is provided regarding the fund balance or cash for the town's three operating funds and three reserve funds:

Operating Funds	<u>June 30, 2019¹</u>	<u>June 30, 2020²</u>
General Fund ³	\$2,470,189	\$2,850,000
Water/Sewer Fund ⁴	\$71,234	\$165,000
Electric Fund ⁴	\$337,088	(\$200,000)

Reserve Funds

Bridge Preservation Fund ⁵	\$75,000	\$75,000
Silt Removal Fund	\$64,265	\$64,265
Capital Reserve Fund	\$160,770	\$76,965

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- Notes:**
- 1 - From Audit Report for FY2018-19
 - 2 - Estimates provided by finance director and based upon data available on April 30, 2020
 - 3 - General Fund amounts are fund balances
 - 4 - Water/Sewer Fund and Electric Fund represent cash & cash equivalents
 - 5 - The Bridge Preservation Fund was established with \$120,000 from the NCDOT for the long-term maintenance of the old bridge across the Rocky Broad River.

PROPERTY TAX RATES AND REVENUES

Year	Property Tax Revenues		Other Revenues
2011/12	\$2,156,324	(\$0.21 rate)	\$2,161,819
2012/13	\$2,158,569	(\$0.21 rate)	\$1,660,374
2013/14*	\$2,124,073	(\$0.246 rate)	\$1,670,277
2014/15	\$2,335,023	(\$0.276 rate)	\$1,735,199
2015/16	\$2,353,184	(\$0.276 rate)	\$2,272,312
2016/17	\$2,690,014	(\$0.276 rate)	\$2,474,211
2017/18	\$2,384,895	(\$0.276 rate)	\$2,693,947
2018/19	\$3,110,792	(\$0.36 rate)	\$2,796,500
2019/20*	\$3,007,042	(\$0.36 rate)	\$4,443,802
Projected			
2020/21	\$3,511,722	(\$0.42 rate)	\$3,576,770

*The year following a countywide revaluation of property

Composition of the Local Tax Rate:

Municipal tax	24.90 cents
Fire tax	11.10 cents
Capital improvements	6.0 cents
Total tax rate	42.0 cents

+ Rutherford County 59.7 cents (FY.2019/20 proposed rate)

For the Lake Lure taxpayer, 41% of their property tax bill supports their Lake Lure budget and 59% supports Rutherford County's budget. The Town has no involvement in the setting of the county rates, the collection of the taxes or the spending priorities within the county budget.

A tax rate of 42 cents puts Lake Lure in line with other comparable municipalities that are responsibly funding their operations, their capital improvements and capital reserves. We looked at other retirement/resort communities of similar populations and tax valuations and found that, comparatively, Lake Lure taxpayers pay less than their counterparts in these other communities and have a significantly lower debt burden.

We are proposing raising the tax rate by \$0.06 to \$0.42 this year. On tax bills, citizens will see this in two component parts: a 30.9 cent rate for municipal services and 11.1 cent rate for fire protection services. This

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should generate \$3,511,722 in tax revenue on real, personal and utility property, assuming a 99.98% collection rate. Real estate is valued at \$831,892,723 and motor vehicles are estimated to be \$16,229,000. We have considered our projected revenues with COVID-19 in mind with respect to our state sales tax collections and certain tourist related line items.

1. Fees and charges - All of the fees and charges for town services have been reviewed and the budget assumes an additional increase in boat permits and 30% increase in water and sewer fees and charges. A new fee schedule with the 30% increase will be brought to Council for approval at the July 14, 2020 regular Council meeting.
2. Fund Balances - The proposed budget also utilizes \$11,728 from the capital reserve fund, accumulated from 3 cents of tax earmarked for capital improvements in prior years.
3. Dredging - The proposed budget includes \$425,000 for dredging-related expenses. This is part of a 10-year commitment to this critical, high-priority task as recommended by the Lake Advisory Board.
4. Additional revenues (through taxes, fees or growth in property values) or eliminate services and associated costs from the budget.
5. Increases in Operating Costs
 - a. Medical Insurance costs increased 10%
 - b. Utility costs have increased 5%
 - c. One full-time employee added – Finance
 - d. Salaries for Specific Positions increased – PRLD and DHD
 - e. Lobbyist hired (to assist in securing external revenue)
 - f. Town Engineer retained – SDG Engineering (Kurt Wright)
6. Thirty-eight percent of the General Fund operating budget goes to Police, Fire and Administration services, which is common among municipalities. These services are outlined below:
 - Service Area: With a permanent population of 1,200 and seasonal population estimated at 10,000, the Town of Lake Lure covers approximately 14 square miles [*note: it is larger than the combined areas of Hendersonville, Flat Rock, Laurel Park and 1/3 of Fletcher.*] In the five surrounding counties, only Asheville and Mills River are larger in area than Lake Lure. We have over 2,000 housing units and 51 miles of public roads separated by an 800-acre lake. There is over \$800 million in property values within the town limits.
 - Police: To protect the Lake Lure area effectively and safely, we have 8 patrol officers, an administrative assistant and a Police Chief. We provide 24-hour coverage by 2 officers as a crime deterrent, to provide prompt response throughout our service area and as safety backup for an officer on duty. Although we receive some support from county services (sheriff and

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EMS), these agencies cover a much larger region and have not committed to providing the service levels desired by the Town. We are budgeting for one additional police vehicle.

- Fire: To provide fire protection, medical and rescue services throughout the town, we maintain a Lake Lure department (with 7 staff) and contract with 3 volunteer departments. This level of coverage affords an insurance rating that directly reduces the costs of homeowner's insurance for each structure in town by as much as 50%. The collective savings to homeowners far exceeds the total fire protection budget. The Lake Lure fire budget represents 11.1 cents per \$100 of property value. Elsewhere in the county, that cost ranges from 3 cents (Chimney Rock Village) to 18 cents (Forest City). Most common is 11 or 12 cents per \$100.
 - Administration: the following functions are provided by 7 individuals and outside contractors in the Administration budget: Executive Management, Financial Management & Audit, Town Clerk/Recordkeeping, Human Resources, Customer Service, Legal services, and Communications/Public Information services. A wage and salary study verified our wages and salaries are competitive with our peers. We are proposing an additional staff accounting position.
 - Community Development: Overall, department costs have decreased in staffing and reorganization. The Town Manager is also serving the Community Development Director and is mentoring the newly appointed Assistant Community Development Director. The Town Manager currently has all credentials/certifications to be the Community Development Director and retain this title until the Assistant Community Development Director achieves full certification.
 - This budget has five different grants programmed to help fund some of the capital projects. If the grants are not secured, then the project will be placed on hold until the grant is received.
2. Water and Sewer Operations: These are tracked in their own enterprise fund. In the last few years we have stabilized these operations and continued a program of minor repairs and improvements. Of most concern is sewer operations, where compliance issues and challenges with our old and undersized plant have dramatically increased our annual operating costs. In addition, our subaqueous sewer system comes with its own unique set of challenges. In Lake Lure, the unique challenges of our geography, age of the infrastructure and small customer base make it difficult to cover costs without setting unreasonably high rates. Several water and sewer projects are top priorities to be addressed using the Capital Reserve Fund and infrastructure loans. We will be setting aside surplus to help fund the Sewer SRL (State Revolving Loan) Fund and are proposing a 30% rate increase in water and sewer rates to address the low interest loan. The increase comes recommended by WithersRavenel.
 3. Dam & Hydroelectric - Revenues in the Electric Fund are conservatively projected to be approximately \$600,000. Plant improvements are budgeted as part of the multi-year Capital Improvement Plan. The small generator repairs are in progress. The low level outlet (sewer drain) for the dam is the next large project we plan to execute. The penstock and the drum gate hoist have been rehabilitated FY 19-20.
 4. Golf Course – The golf course continues under the operation of the Lake Lure Golf Management, Inc., a family operation headed by Dale and Kathy Minick. The FY 20/21

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May 29, 2020, revised June 4, 2020

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operating budget includes a \$100,000 subsidy to the course operator and \$6,000 for the maintenance of buildings. All other expenses, as well as revenues, profits or losses will be the responsibility of Lake Lure Golf Management. Course play and memberships continue to show a decline that matches overall industry trends. There are 2 years remaining in this contract. The Town will be exploring options relative to the operations/property over this timeframe.

5. Parks, Rec & Lake - Cost increases are due to salary adjustment and two work trucks. The department will be taking on new responsibilities relative to trail maintenance.

6. Debt Service – the budget contains the following debt:

General Fund

- Vehicles-Police, Lake, Rec, & Parks
- Marina Renovation
- Fire Engine
- Boardwalk/Marina
- Patrol Boat
- Aerifier
- Dump truck

Water and Sewer Fund

- Water Line Extension to Ingles
- Sewer Joint Wrapping Program

7. Salaries & Benefits: There is no cost-of-living salary adjustment (C.O.L.A.) included in the budget. A one-time Covid-19 bonus has been added for all Fire and Police personnel. The budget maintains current levels of contribution to retirement and healthcare benefits, which include:

- NC state employees retirement fund premiums (defined benefit plan)
- A 401K contribution match of up to 5% of earnings for all full-time employees
- Employee healthcare insurance premiums
- NC state retirees healthcare insurance premiums

A place holder for the annual longevity bonus program has been included. The program is slowly shifting toward performance and away from longevity. These funds are traditionally distributed to employees in December. The cost of this program has been normally covered by savings realized from the previous budget year. If savings does not occur, then the program is not funded. Finance Director believes enough savings from FY 19-20 will be realized to fund this program in FY 20-21.

8. Vehicles & Watercraft – In the coming year, we will continue our practice of retiring and consolidating these assets to ensure the smallest and most efficient fleet required to provide needed town services. We will utilize loans and the Capital Reserve Fund to refurbish or replace needed assets at the end of their usable life.

9. Outsourcing – Where possible, we will continue to seek opportunities for outsourcing when appropriate, keeping employee headcount low by using public tax dollars to contract with the private sector to provide municipal services where possible. We already contract for:

- garbage & recycling collection
- sewer treatment plant operation
- golf course operation

Budget Message

May 29, 2020, revised June 4, 2020

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- beach and marina operation
 - engineering
 - legal
 - financial audit
10. Insourcing – The Town is embarking on a plan to begin insourcing operations where possible so that money can be saved, too. One of these areas is sewer treatment plant operations. Plans are underway to train Dam & Hydro Staff to eventually take over sewer plant operations.
11. Contingency – this line item is typically used to cover unanticipated costs or needs during the year that were not appropriated elsewhere. Contingency funds are used only upon approval by the Town Council in a budget amendment. If unused at the end of the year, they can be appropriated for other purposes or returned to fund balance. To balance this year's budget, we have eliminated this line item. Thus, a significant, unplanned expenditure will need to be covered from accumulated fund balance in the General Fund upon approval by Town Council.

While this budget does not address every need, want, preference, desire, project, program, or requested capital item, it will provide for the continuation of the municipal services currently provided and at the level expected by our residents, while ensuring that we are maintaining the assets we have and making significant strategic investments in the community.

I hereby request your formal adoption of the town budget for Fiscal Year 2020-2021.

cc: Town Council

Sam Karr, Finance Director
Department Heads

VIII

CONSENT AGENDA

- Adoption of the May 12, 2020 Special Meeting Minutes, the May 15, 2020 Special Meeting Minutes, the May 15, 2020 Reconvened Special Meeting Minutes, the May 18, 2020 Reconvened Special Meeting Minutes, the May 19, Reconvened Special Meeting Minutes, and the May 27, 2020 Work Session Minutes
 - BA# 280 – Cover OVERRUNS in Central Services

**LAKE LURE TOWN COUNCIL
REQUEST FOR BOARD ACTION
Meeting Date: June 9, 2020**

SUBJECT: Cover overruns at fiscal year-end in Central Services Department

AGENDA INFORMATION:

Agenda Location: Consent
Item Number: B
Department: Finance
Contact: Sam Karr, Finance Director
Presenter: Sam Karr, Finance Director

BRIEF SUMMARY: To cover overruns in the Central Services Department that covers Telephone. We have overage in the Economic Development Department under Advertising that will not be used this fiscal year. This would require to move unspent monies from Economic Development into the Central Services Department to cover to telephone line item.

RECOMMENDED MOTION AND REQUESTED ACTIONS: Accept BA# 280 to cover telephone overruns.

FUNDING SOURCE: Not asking for additional funds, but moving monies from one department to another.

STAFF'S COMMENTS AND RECOMMENDATIONS: Approve BA# 280 to cover excess.

TOWN OF LAKE LURE
BUDGET AMENDMENT

Be it ordained by the Board of Commissioners of the Town of Lake Lure that the following amendment be made to the budget ordinance for the fiscal year ending June 30, 2020:

Department: Central Services-Technology & Telecommunications-General Fund

Purpose: Cover overruns in Central Services.

Section 1. To amend the General Fund, the expenditures are to be changed as follows:

Line Item	Account Number	Amount Decrease	Amount Increase	Amended Budget
450	10-920000		\$3,000	\$23,000
370	10-4920000	\$3,000		\$0

Section 2. I certify that the accounting records provide for this budget amendment, and that the revenue source(s) are available:

Finance Officer

Date

Section 3. Copies of this amendment shall be delivered to the Budget/Finance Officer and Town Auditor for their direction.

Adopted this _____ day of _____, 2020.

IX UNFINISHED BUSINESS

- Schedule a Special Meeting at the Lake Lure
Classical Academy

X

NEW BUSINESS

- FY 20-21 Proposed Annual Budget Adoption – Budget Ordinance No. 20-06-09
- FY 20-21 Proposed Fee Schedule Adoption
 - The Policy Group Contract Approval

**LAKE LURE TOWN COUNCIL
REQUEST FOR BOARD ACTION
Meeting Date: June 9, 2020**

SUBJECT: Budget Ordinance No. 20-06-09 - Proposed FY 20-21 Budget

AGENDA INFORMATION:

Agenda Location: Public Hearing/New Business
Item Number: A/A
Department: Administration
Contact: Shannon Baldwin, Town Manager
Presenter: Shannon Baldwin, Town Manager

BRIEF SUMMARY: A public hearing has been scheduled for the proposed FY 20-21 Annual Budget. The Budget must be adopted by July 1st every year.

RECOMMENDED MOTION AND REQUESTED ACTIONS: To adopt Budget Ordinance No. 20-06-09, adopting the FY 20-21 Annual Budget.

FUNDING SOURCE: n/a

ATTACHMENTS: Budget Ordinance No. 20-06-09, Budget Message

STAFF'S COMMENTS AND RECOMMENDATIONS: Staff recommends adoption.

ORDINANCE NO. 20-06-09

**AN ORDINANCE ADOPTING THE FISCAL YEAR 2020-2021 BUDGET FOR THE
TOWN OF LAKE LURE, NORTH CAROLINA**

SECTION 1. In accordance with G.S. 159-13 (a), the Town Council of the Town of Lake Lure adopts this ordinance entitled Town of Lake Lure 2020-2021 Budget.

SECTION 2. This ordinance includes revenues and expenditures in the General Fund, Water/Sewer Fund and Electric Fund. Revenues and expenditures in those funds are as follows:

REVENUES

I. GENERAL FUND

Ad Valorem and Vehicle Taxes	3,511,722
State Shared Revenues	2,388,026
Installment Loan	84,879
Lake & Tours	673,550
Beach	50,000
Marina	266,500
Miscellaneous Revenues	79,162
Land Use Fees	27,600
Transfer from Capital Reserve Fund	11,728
TOTAL GENERAL FUND	7,103,167

II. WATER/SEWER FUND

TOTAL WATER/SEWER 1,570,110

III. ELECTRIC FUND

Electric Receipts

TOTAL ELECTRIC 601,500

GRAND TOTAL - ALL FUNDS 9,274,777

EXPENDITURES

I. GENERAL FUND

Governing Board 32,300

Administration 977,004

IT/Telecommunications 99,300

Insurance/Bonding 143,500

Police 826,340

Fire 889,584

Sanitation 229,400

Public Works 511,652

Economic Development 105,417

Community Development 202,788

Parks, Recreation & Lake 887,055

Beach & Marina 17,500

Golf 106,000

Capital Outlay & Projects 1,258,329

Debt Service 333,062

Transfers to Capital Reserve Fund	483,936
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TOTAL GENERAL	\$7,103,167
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II. WATER/SEWER FUND

Water Operations	135,392
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Sewer Operations	548,300
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Capital Outlay	206,000
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Debt Service	128,975
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Transfer to Fund Balance (Equity)	\$551,443
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TOTAL WATER/SEWER	1,570,110
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III. ELECTRIC FUND

Operations	439,638
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Capital Outlay	45,900
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Transfer to Equity	115,962
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TOTAL HYDRO-ELECTRIC FUND	601,500
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GRAND TOTAL ALL FUNDS	9,274,777
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SECTION 3. To achieve this budget program, the Town Council of the Town of Lake Lure, in accordance with G.S. 159-13 (c), the tax rate shall be 0.42 per \$100.00 of property valuation (municipal services at 0.249 per \$100.00, capital .06 per \$100.00 and fire district tax at 0.111 per \$100.00 of property valuation).

SECTION 4. Pursuant to the authority set forth in Article 20, Chapter 160A of the North Carolina General Statutes, the Town of Lake Lure and Rutherford County have entered into a contractual agreement to provide for centralized and systemized billing and collection of property taxes in Rutherford County. Under this agreement the County will perform for itself and the Town all of the tax collection functions prescribed in Subchapter 50 of Chapter 105 of the North Carolina General Statutes (often referred to as the Machinery Act). This joint tax collection system shall commence with the tax levy for the fiscal year beginning July 1, 2020. In accordance with section V. of this agreement, the Town of Lake Lure hereby adopts the same tax discount schedule as the County for the Town's tax levy for the fiscal year commencing July 1, 2020.

Ordinance No. 20-06-09

June 6, 2020

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Adopted the 6th day of June, 2020.

Mayor Carol C. Pritchett

ATTEST:

Michelle Jolley, Town Clerk

APPROVED AS TO FORM:

William Morgan, Jr.
Town Attorney

**LAKE LURE TOWN COUNCIL
REQUEST FOR BOARD ACTION
Meeting Date: June 9, 2020**

SUBJECT: Proposed FY 20-21 Fee Schedule

AGENDA INFORMATION:

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

BRIEF SUMMARY: The proposed FY 20-21 Fee Schedule is attached. The only recommended change is to add a new fee for daily boat slip rentals at the Marina. The LAB recommended \$25 a day with a four day minimum requirement.

RECOMMENDED MOTION AND REQUESTED ACTIONS: To adopt the FY 20-21 Fee Schedule.

FUNDING SOURCE: n/a

ATTACHMENTS: Proposed FY 20-21 Fee Schedule

STAFF'S COMMENTS AND RECOMMENDATIONS: Staff recommends adoption of the proposed Fee Schedule, with the new daily boat slip rental fee.

TOWN OF LAKE LURE

FY2020-2021 FEE SCHEDULE

Effective
July 1, 2020
through
June 20, 2021

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GENERAL FEES

Rental Facilities	Standard Rate	Discounted Rate (for qualifying charitable events /Town Employees)		Security Deposit	Trash Disposal Fee
Lake Lure Pavilion (Gazebo) - per event	\$500	\$100		\$250	\$200
Community Hall - Half Day Rental (<4 Hours)	\$100	\$50		\$250	
Community Hall - Full Day Rental (>4 Hours)	\$200	\$50		\$250	
Morse Park Meadows Rental Rates	Standard Rate			Security Deposit	Trash Disposal
Meadows - Full Day Rental	\$250			\$250	\$200
Meadows - Full Day Rental - Qualifying Charitable Event	\$100			\$250	\$200
Electric Hook-up	\$10 per day				
Water Hook-up	\$10 per day				
Beach Rental Rates	Standard Rate	Organizations qualified with a 501(c)(3) designation			
Beach Rental Rates (outside of the established business hours)	\$50 per hour	\$0			
Vendor Fees for Town Events					
12 x 12 Booth	\$75.00				
Electricity	\$25.00				
Water Hook-up	\$25.00				
Beer & Wine Permits	Beer	Fortified Wine & Unfortified Wine	Unfortified Wine	Fortified Wine	
Off Premise (annual)	\$5	\$10	\$10		
On Premise (annual)	\$15	\$15	\$10	\$15	
Public Records Research & Reproduction (extensive)					
Labor - Town Manager (hourly rate)	\$65				
Labor - Town Clerk (hourly rate)	\$25				
Paper Copies (Black/White) each	\$0.05				
Paper Copies -Color (each page)	\$0.10				
CD/DVD	\$1.25				
Other Administrative Fees/Rates					
Lake Lure License Plates	\$15				
Lake Front Address Signs	\$15				
County Maps	\$5				
Copies (each 8 1/2" X 11")	\$0.25				
Large Format Copy Black/White 24"	\$3.00				
Large Format Copy Black/White 36"	\$4.00				
Large Format Copy Black/White 42"	\$5.00				
Large Format Copy Color 24"	\$6.00				
Large Format Copy Color 36"	\$8.00				
Large Format Copy Color 42"	\$10.00				
Fax (sending)	\$5, for up to 5 pgs. (\$1/each add. pg.)				
NSF - Return Check Fee	\$25				
Printed Police Report	\$3				

FIRE (these fees do not apply to non-profit and charitable events in Town)

Fire Inspection	Inspection Fee	Reinspection	2nd Reinspection
0 - 2,500 Square Feet	\$20.00	No Fee	\$40.00
2501 - 5,000 Square Feet	\$30.00	No Fee	\$60.00
5,001 - 10,000 Square Feet	\$50.00	No Fee	\$100.00
10,001 - 25,000 Square Feet	\$60.00	No Fee	\$120.00
25,001 - 50,000 Square Feet	\$70.00	No Fee	\$140.00
50,001 - 100,000 Square Feet	\$80.00	No Fee	\$160.00
100,001 - 500,000 Square Feet	\$100.00	No Fee	\$200.00
500,001 - PLUS Square Feet	\$150.00	No Fee	\$300.00
Fire Protection Ordinance Civil fines			
Class A	\$300.00		
Class B	\$150.00		
Class C	\$75.00		
Class D	\$50.00		
Carnivals and Fairs	\$50 per event		
Covered Mall Buildings	\$500 per year		
Explosives	\$50 for 48 hours		
	\$100 for 30 days		
Use of Outdoor Fireworks (does not include personnel or standby)	\$100 per event (\$500/event after 5th permit issued in fiscal year)		
Flammable Liquids	\$50.00		
Fumigation and thermal insecticidal fogging	\$100.00		
Liquid or gas vehicles or equip. in assembly	\$50.00		
Open burning and open flame use	\$50.00		
Pyrotechnics Special Effects	\$50.00		
Fireworks Tent	\$300 for 30 days		
Assembly Tent	\$50.00		
All other Tents requiring a Permit			
Any other operational permits not listed above required by NC Fire Code	\$50.00		
Dedicated Services of Fire/Rescue Personnel			
Firefighter (hourly rate or portion of any hour, 2-hour min.)	\$30.00		
Fire Inspector/Company Officer (hourly rate or portion of any hour, 2-hour min.)	\$50.00		
Chief Officer (hourly rate or portion of any hour, 2-hour min.)			
Dedicated Standby of Emergency Apparatus			
Support Vehicle Chiefs Vehicle	\$25 per hour		
Light duty/quick response vehicle, boat	\$50 per hour		
Brush Truck	\$75 per hour		
Fireboat	\$100 per hour		
Fire Engine/Tanker	\$150 per hour		

TOWN OF LAKE LURE
FY 2020-2021 FEE SCHEDULE

LAKE USE		Effective: 2020-2021		
RESIDENT Boat Permits	Annual Fee	Weekly Fee	Daily Fee	
Resident Annual Motorized Boat Permit	\$200			
Resident Annual Motorized Weekday Only Boat Permit	\$100			
Resident Annual Motorized 10hp or less Boat Permit	\$100			
Resident Annual Motorized Fishing Boat Permit less than 50hp	\$75			
Resident Annual Non-motorized Boat Permit	\$40			
NON-RESIDENT Boat Permits				
Non-resident Annual Motorized Boat Permit	\$550			
Non-resident Annual Motorized Weekday Only Boat Permit	\$350			
Non-resident Annual Motorized 10hp or Less Boat Permit	\$350			
Non-resident Annual Motorized Fishing Boat Permit less than 50hp	\$130			
Non-resident Annual Non-motorized Boat Permit	\$100			
MISCELLANEOUS Boat Permits				
Daily Motorized Boat Permit (Non-peak Season)			\$50	
Daily Motorized Boat Permit (Peak Season Weekday Only)			\$50	
Daily Non-motorized Boat Permit			\$25	
Weekly Motorized Boat Permit (Peak Season)		\$300		
Weekly Motorized Boat Permit (Non-peak Season)		\$125		
Weekly Non-motorized Boat Permit		\$50		
Weekly Timeshare Boat Permit		\$200		
Boat Permit Replacement Fee	\$10			
Temporary Permit (Special Use)	\$10			
Complimentary Annual Motorized Boat Permit – active volunteer firefighters, EMS, town employees (1 each)	1 complimentary			
COMMERCIAL Boat Permits				
Commercial License Fee	\$45			
Surcharge for Processing a Commercial License Application Received After the Deadline	\$100			
Commercial Motorized Boat Permit Classifications 1 (Livery), 2 (Resort), 3 (Camps) and 4 (Ski-Schools)	\$1,500			
Commercial Motorized Boat Permit Classification 5 (Tour Boats)	\$2,000			
Commercial Motorized Boat Permit Classifications 6 (Fishing Guides) and 7 (Service boats)	\$500			
Commercial Motorized 10hp or Less	\$500			
Commercial Non-motorized	\$100			
Town Marina Slip Rentals	Annual Fee			
Annual Boat Slip Fee (Property Owners/Residents)	\$1,100			
Annual Boat Slip Fee (Non-residents)	\$1,500			
Daily Boat Slip Fee (4 Day Minimum)	\$25			
Civil Penalties (Lake Citations)	1st Offense	2nd Offense	3rd Offense	
Class A	\$125			
Class B	\$150	\$250	\$500	
Class C (Non-motorized)	\$225	\$500	\$1,000	
Class C (Motorized)	\$250	\$500	\$1,000	
Class D	\$1,500	Revoked Indefinitely		
Lake Structure Applications				
Lake Structure Permit	\$250			
Shoreline Stabilization	\$0			
Seawall Exemption	\$150			
Decktop Accessory Structure	\$150			
Lake Structure Variance	\$300			
Lake Structure Adm. Appeal	\$300			
Commercial Lake Structure Fees (due March 31 each year)				
RVR over the water (fee for each taxed bedroom)	\$500			

**TOWN OF LAKE LURE
FY 2020-2021
FEE SCHEDULE**

Effective: FY 2020-21

UTILITY BILLING

Water & Sewer Connections	Water Inside Rate	Water Outside Rate	Sewer Inside Rate	Sewer Outside Rate
Connection 3/4" or less	\$1,155	\$1,445		
Connection 1"	\$1,735	\$2,080		
Connection 2"	\$2,890	\$3,235		
Connection 3"	\$4,045	\$4,620		
Connection 4"	\$5,780	\$6,355		
Connection 4" or less			\$1,155	\$1,445
Connection 6"			\$1,735	\$2,080
Connections 8"			\$2,890	\$3,235
Discovery of Unapproved Connection:			Double Tap Fee + 2 yrs service back pay	
Bimonthly Water Rates				
Basic Service Residential	\$54.00	\$108.00		
Basic Service Commercial	\$65.00	\$130.00		
Usage 0-5,000 gals. (per 1,000 gal. rate)	\$4.46	\$8.92		
Usage over 5,000 - 20,000 gals.	\$5.12	\$10.24		
Usage over 20,000 gals.	\$5.72	\$11.44		
Bimonthly Sewer Rates				
Residential User			\$139.00	\$278
Comm.- Small User			\$157.00	\$314
Comm.-Medium User			\$279.00	\$558
Comm.- Large User			\$439.00	\$878
Comm.- X Large User			\$964.00	\$1,928
Comm.- XX Large User			\$1,929.00	\$3,858
Other Fees				
Late Payment	\$25.00	\$25.00	\$25.00	\$25.00
Water Turn-On Fee (voluntarily turned off)	\$40.00	\$40.00		
Utility deposit for renters	\$200.00	\$200.00	\$200.00	\$200.00
Transfer Fee	\$20.00	\$20.00	\$20.00	\$20.00
Re-connection Fee (non-payment cutoff)	\$200.00	\$200.00	\$200.00	\$200.00

Chimney Rock Water Bimonthly Rates	Basic Service
Basic Service Residential	\$60.00
Usage 0-5,000 gals. (per 1,000 gal. rate)	\$2.50
Usage over 5,000 - 20,000 gals.	\$3.00
Usage over 20,000 gals.	\$4.00

Garbage / Recycling		
Curbside Residential Garbage Collection (weekly)	free	included in taxes
Curbside Collection of Hard Trash or Lake Debris	free	by appointment
Curbside Recycling Collections	\$8.50/month	
Recycle Bins (each)	\$12.00	
Recycle Bin Lids (each)	\$8.00	

**TOWN OF LAKE LURE
FY 2020-2021 FEE SCHEDULE**

LAND USE

Effective: FY 2020-21

Subdivision Applications			
Master Plan Application	\$205		
Minor - Final Plat	\$155		
Major Preliminary Plat	\$510 + \$21 per lot		
Major Final Plat	\$310		
Plat Review	\$55		
Professional Fees for DRC Reviews	<1 acres of land disturbance	1-5 acres of land disturbance	5 or more acres of land disturbance
Erosion Control Plan	\$155	\$240	\$345
Stormwater System	\$155	\$240	\$345
Water System	\$55	\$205	\$255
Sewer System	\$55	\$205	\$330
Road Plan	\$30	\$135	\$270
Sketch Plan (if requested)	\$230	\$230	\$230
Each additional acre			\$55
Zoning Applications			
Certificate of Zoning Compliance	see below		
Class I	\$130		
Class II	\$155		
Class III	\$180		
Class IV	\$205		
Vacation Rental Permit	\$190		
Conditional Use Permit	\$255		
Special Use Permit	\$255		
Conditional District Application	\$650		
Community Shopping Center	\$510		
Zoning Variance	\$300		
Zoning Text Amendment	\$510		
Zoning Map Amendment	\$510		
Zoning Appeal	\$300		
Permanent Sign	\$55 + \$1 per sq. ft. over 24		
Temporary Sign	\$55 + \$1 per day (waived for nonprofit comm. events)		
Civil Penalties for Zoning Violations (For each day the violation is not corrected, the violator will be guilty of an additional and separate offense and subject to additional civil penalties.)			
Notice of Violation	\$0		
1st Citation	\$40		
2nd Citation	\$80		
3rd Citation	\$160		
4th Citation	\$320		

Code Enforcement Appeal (Non-Zoning)			
Appeals Other than Zoning	\$50		
GIS Maps (Custom Mapping)			
24"	\$15		
36"	\$20		
42"	\$25		

ENVIRONMENTAL MANAGEMENT

Land Disturbance Applications	<1 acres of land disturbance	1-4.9 acres of land disturbance	5 or more acres of disturbance
<100 sq. ft.	no permit		
100 sq. ft. - 499 sq. ft.	\$10		
500 sq. ft. - 10,000 sq. ft.	\$100		
> 10,000 sq. ft.	\$100/10,000 sq. ft.		
One Acre (43,560Sq. Ft.)		\$400	
Each 10,000 over 1 acre		\$100	
Five Acres			\$2,500
Each Additional Acre			\$500
Licenses			
Tree Service Provider	\$10.00		
Tree Service Handbook	\$12.50		

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

Meeting Date: June 9, 2020

SUBJECT: The Policy Group Contract Approval

AGENDA INFORMATION:

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

BRIEF SUMMARY: The Town Attorney reviewed and approved the contract with The Policy Group.

RECOMMENDED MOTION AND REQUESTED ACTIONS: To approve a contract with The Policy Group.

FUNDING SOURCE:

ATTACHMENTS: The Policy Group proposed contract

STAFF'S COMMENTS AND RECOMMENDATIONS: Staff recommends approval of the contract as submitted.

Letter of Engagement: The Town of Lake Lure

May 14, 2020

Corporate Overview

The Policy Group is a North Carolina based corporation specializing in public policy consulting with offices in Raleigh and Asheville, North Carolina. The Policy Group offers government relations, lobbying and business development services to businesses, local governments and nonprofits that have commercial, regulatory or legislative interests with North Carolina state or federal government.

The Policy Group specializes in bringing its clients together with legislative bodies and governmental agencies to work for common community goals. The Policy Group recognizes that its clients are greatly impacted by public policy and that they must have access to competent public-sector consulting and aggressive representation.

The Policy Group philosophy is simple and straightforward – the success of the firm’s clients is rooted in The Policy Group’s combined 40 years’ experience working in policy development and implementation. From this experience, The Policy Group has developed a clear understanding of the complex nature of government and how government works. In addition, the firm believes that government leaders and policy makers respond to those who they know and trust. This trust does not come easy; it must be earned. It is based on relationships that are built through years of working together. Finally, The Policy Group believes in developing government relations strategies that are well informed and systematically and thoughtfully developed. The Policy Group approach and planning process include the following:

- Client Review and Understanding
- Issue Understanding and Message Development
- Political Research
- Process Research
- Resource Identification and Coalition Building
- Strategic Plan Development

The Policy Group Team

Both members of The Policy Group lobbying team are North Carolina natives and have strong relationships with legislative members and staff in the North Carolina General Assembly and executive agencies. In addition, the Policy Group has strong relationships with the North Carolina delegation in the United State Congress. These relationships have afforded The Policy Group direct access to political leaders and decision makers on both sides of the political aisle.

The Policy Group

PUBLIC POLICY ADVOCATES

Steve Metcalf, President – Steve, founder and president of The Policy Group, Inc., has a diverse background in government affairs, covering all aspects of state and local government. He has been a Planner for the City of Asheville; the first County Manager of Buncombe County, North Carolina; Deputy Secretary for two major state agencies; an Assistant to Governor Jim Hunt; and a State Senator. In addition, in the private sector, Steve has had extensive experience in management and consulting to government agencies, including market research and polling for public agencies and private business.

John Metcalf, Principal – John, a principal of The Policy Group, leads the firm’s North Carolina State practice. He joined The Policy Group full time in May of 2010. John delivers a balanced interpretation of the potential impact of legislation within the public and private sector to the firm’s varied and expanding clientele. Fueled by a diverse background in public relations and marketing, John contributes an informed, hands-on approach with proven experience in coalition building and the implementation of grassroots initiatives. John’s genuine ability to forge and cultivate sound relationships with legislative members is enhanced by his varied involvement in governmental affairs throughout his professional career. Actively engaged in strategic lobbying efforts on the behalf of The Policy Group’s clients, John also oversees the firm’s ongoing business development and charitable involvement.

Scope of Services

- The Policy Group will develop general government relations for the Town of Lake Lure to include research, consultation, advice and assistance, as well as to enhance relationships with political leadership as it relates to state and federal government.
- The Policy Group will assist in developing and implementing a strategic government relations strategy that will educate and enhance awareness of the issues surrounding the replacement and repair of critical infrastructure needs of the Town of Lake Lure.
- The Policy Group will participate in direct lobbying of state and federal government on behalf of the Town of Lake Lure.
- The Policy Group will work with existing coalitions on behalf of the Town of Lake Lure as well as work to develop additional partners with local governments, Chambers of Commerce, economic development and tourism associations and other appropriate groups to support the objectives of the Town of Lake Lure.
- The Policy Group will seek state and federal appropriations and funding to address the infrastructure needs of the Town of Lake Lure.
- The Policy Group will actively seek corporate partners to further the mission and capabilities of the Town of Lake Lure.
- The Policy Group will constantly monitor committees and regulatory agencies as it relates to issues associated with the government relations agenda of the Town of Lake Lure.

The
Policy Group

PUBLIC POLICY ADVOCATES

Communication Plan

The Policy Group will provide timely updates to the to the Mayor, Town Commissioners and Town Manager in whatever from or frequency the Town requests. **Initially, the Policy Group will initiate and participate in a monthly conference call with Town officials to report on its activities and provide updates on its efforts on behalf of the Town. Likewise, the Policy Group will provide a monthly report or memorandum providing a written summary of its efforts and progress on behalf of the Town.** The Policy Group will also provide the Town of Lake Lure with a general weekly review called, *The Capital Report*, that details the current political environment of the General Assembly, issues of importance and an overview of the week's pertinent media events.

Compensation

The Policy Group will provide the services outlined herein for a monthly retainer of FIVE THOUSAND Dollars (\$5,000.00) plus reasonable expenses approved by the Town of Lake Lure in writing and in advance of expenditure. In addition, the Town of Lake Lure will reimburse The Policy Group for all reasonable expenses relating to registration with the North Carolina Secretary of State.

Term

This Agreement will be effective June 1, 2020. Either party may cancel this agreement upon sixty (60) days prior written notice to the other.

Conflict of Interest and Confidentiality

The Policy Group knows of no conflict in its representation of the Town of Lake Lure. To ensure the candor and trust in the relationship that forms the basis of effective representation, it is the policy of The Policy Group to keep confidential all information about the interests and strategies of the Town of Lake Lure.

(Signature Page to Follow)

The
Policy Group
PUBLIC POLICY ADVOCATES

The Policy Group, Inc. and the Town of Lake Lure hereby enter into a contractual agreement for the term and services stated above:

Steve Metcalf
President
The Policy Group, Inc.

Date

Shannon Baldwin
Manager, Town of Lake Lure, NC

Date

XI

CLOSED SESSION

- In Accordance with G.S. 143-318.11(a)(6) for the Purpose of Discussing Personnel Matters

