

**LAKE LURE TOWN COUNCIL
WORK SESSION AND ACTION
MEETING PACKET**

Wednesday, July 24, 2024
8:30 a.m.



**Mayor Carol C. Pritchett
Mayor Pro Tem David DiOrio
Commissioner Patrick Bryant
Commissioner Scott Doster
Commissioner Jim Proctor**

**TOWN OF LAKE LURE
REGULAR TOWN COUNCIL REGULAR TOWN
COUNCIL WORK SESSION
AND ACTION MEETING**

Wednesday, July 24, 2024 at 8:30 a.m.
Lake Lure Municipal Center



Agenda

- I. Call to Order**
- II. Agenda Adoption**
- III. Public Comment**
- IV. Budget Amendment #373 for Geodesic for Washburn Tank – Page 4**
- V. Budget Amendment #374 for Water SCADA System - Page 6**
- VI. Budget Amendment #375 for Belt Press - Page 8**
- VII. Proposed Amendment #1 to LaBella Task 17-Water System
Consolidation – Page 10**
- VIII. LaBella Task 23-Wastewater Pumping Station (WWPS) Bypass System – Page 13**
- IX. Public Works Building Discussion – Page 17**
- X. Review Morse Park Improvements Bid Recommendation – Page 18**
- XI. Lake Lure Signage – Page 34**
- XII. Project manager Updates – Page 36**
- XIII. Town Manger Updates - Page 37**
- XIV. Adjournment**

VI

PUBLIC COMMENT

The public is invited to speak. Please keep comments limited to three minutes or less. Comments may also be submitted in writing to the Town Clerk, ewillette@townoflakelure.com, at least one hour prior to the meeting.

**LAKE LURE TOWN COUNCIL
AGENDA ITEM REQUEST FORM
Meeting Date: July 24, 2024**

SUBJECT: Budget Amendment #373 for Geodesic Dome for Washburn Tank

AGENDA INFORMATION:

Item Number: IV
Department: Public Services
Contact: Dean Lindsey, Public Services Director
Presenter: Dean Lindsey, Public Services Director

BRIEF SUMMARY:

The Town has solicited proposals for procurement of the geodesic dome for the Washburn Tank. The low bid was from CST Industries, Inc. at \$59,372. The overall amount associated with Budget Amendment #373 is \$65,000.

RECOMMENDED MOTION AND REQUESTED ACTIONS:

To approve Budget Amendment #373 for Geodesic Dome for Washburn Tank

FUNDING SOURCE:

Transfer from Water – retained earnings

ATTACHMENTS:

Proposed Budget Amendment #373 for Geodesic Dome for Washburn Tank

STAFF'S COMMENTS AND RECOMMENDATIONS:

Town staff recommends approval.

**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, 2024:

Department: Sewer

Purpose: To fund for Town’s Water Dome Project related to the Washburn Tank Lid replacement.

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

Line Item	Account Number	Amount Decrease	Amount Increase	Amended Budget
691	714000		\$65,000	+\$65,000

*also in addition to other budget amendments approvals

To provide the additional expenditures for the above, the following revenues will be increased:

Account Name: **Transfer From Water Fund-Retained Earnings**
Account Number: 53-398600
Amount: **\$65,000**

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 _____, 2024.

**LAKE LURE TOWN COUNCIL
AGENDA ITEM REQUEST FORM
Meeting Date: July 24, 2024**

SUBJECT: Budget Amendment #374 for Water SCADA System

AGENDA INFORMATION:

Item Number: V
Department: Public Services
Contact: Dean Lindsey, Public Services Director
Presenter: Dean Lindsey, Public Services Director

BRIEF SUMMARY:

During the previous budget, Town Council approved Budget Amendment #366 for the water SCADA system and related water system consolidation. The SCADA system will be used as an automation tool to operation the water system. This will save the Town time on identifying water leaks, checking the levels of wells, and more. Public Services Director Dean Lindsey has re-visited this system, as it was not purchased during the last budget cycle and was not accounted for in the current budget. The overall amount associated with Budget Amendment #374 is \$250,000 which includes all elements to getting the SCADA system operational.

RECOMMENDED MOTION AND REQUESTED ACTIONS:

To approve Budget Amendment #374 for Water SCADA System.

FUNDING SOURCE:

Transfer from Sewer – retained earnings

ATTACHMENTS:

Proposed Budget Amendment #374 for Water SCADA System

STAFF'S COMMENTS AND RECOMMENDATIONS:

Town staff recommends approval.

**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, 2025:

Department: Sewer

Purpose: To fund for Town Water SCADA System and related Water System Consolidation (reference to budget amendment 366)

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
691	714000		\$250,000	+\$250,000

*

To provide the additional expenditures for the above, the following revenues will be increased:

Account Name: **Transfer From Sewer-Retained Earnings**
Account Number: 53-398600
Amount: **\$250,000**

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 _____, 2024.

**LAKE LURE TOWN COUNCIL
AGENDA ITEM REQUEST FORM
Meeting Date: July 24, 2024**

SUBJECT: Budget Amendment #375 for Belt Press

AGENDA INFORMATION:

Item Number: VI
Department: Public Services
Contact: Dean Lindsey, Public Services Director
Presenter: Dean Lindsey, Public Services Director

BRIEF SUMMARY:

The Town has solicited bids for the procurement of a belt press for sludge management at the Wastewater Treatment Plant. The low bid came in at \$595,130. This cost will be reimbursed using ARPA funding.

RECOMMENDED MOTION AND REQUESTED ACTIONS:

To approve Budget Amendment #375 for Belt Press.

FUNDING SOURCE:

Transfer from Fund Balance – ARPA Reimbursement

ATTACHMENTS:

Proposed Budget Amendment #375 for Belt Press

STAFF'S COMMENTS AND RECOMMENDATIONS:

Town staff recommends approval.

**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, 2025:

Department: General

Purpose: To fund for Belt Press for sludge management at the WWTP

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
967	980000		\$595,130.00	+\$595,130

*

To provide the additional expenditures for the above, the following revenues will be increased:

Account Name: **Transfer From Fund Balance (Apply for ARPA Reimbursement)**

Account Number: 10-398600

Amount: **\$595,130**

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 _____, 2024.

**LAKE LURE TOWN COUNCIL
AGENDA ITEM REQUEST FORM
Meeting Date: July 24, 2024**

SUBJECT: Proposed Amendment #1 to LaBella Task 17 – Water System Consolidation

AGENDA INFORMATION:

Item Number: VII
Department: Public Services
Contact: Dean Lindsey, Public Services Director
Presenter: Dean Lindsey, Public Services Director

BRIEF SUMMARY:

LaBella has been in the process of completing Task 17 for Water System Consolidation. Several delays and scope redirections have occurred due to the Town's pursuit of accurate system information, and a newly-identified additional component design is now requested. This Amendment #1 is for additional compensation for both prior additional and newly-added effort. Amendments include the addition of a Pressure Reducing Valve to lower pressure from the Firefly Cove well/tank system feeding into the Firefly Cove community, the incorporation of a fail-safe protection into the feed from the (now to be lowered) Firefly Cove community system in order to minimize potential for catastrophic pressure conditions to enter the Downtown system, the previous addition of a Pressure Reducing Valve between the Island Creek Tank and the 80-System, and redirection of the 80-downtown interconnection location. The total cost associated with the proposed amendment is \$15,000.

RECOMMENDED MOTION AND REQUESTED ACTIONS:

To approve Amendment #1 to LaBella Task 17 – Water System Consolidation.

FUNDING SOURCE:

ATTACHMENTS:

Proposed Amendment #1 to LaBella Task 17 – Water System Consolidation

STAFF'S COMMENTS AND RECOMMENDATIONS:

Town staff recommends approval.

June 28, 2024

Olivia Stewman, Town Manager
Dean Lindsey, Public Works Director
Town of Lake Lure
2948 Memorial Highway
Lake Lure, NC 28746

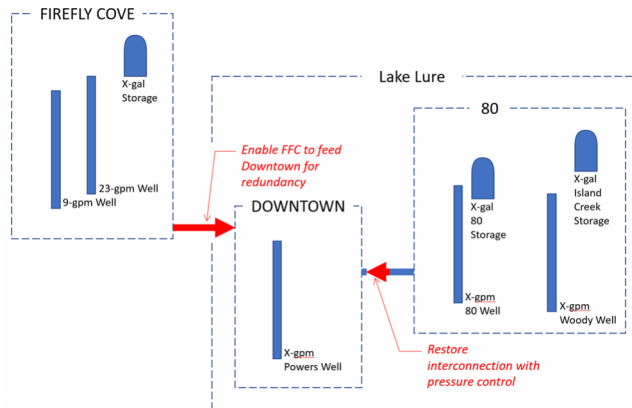
**SUBJECT: Lake Lure On-Call Professional Services
Task 17 - Water System Consolidation
AMENDMENT #1**

Dear Olivia and Dean:

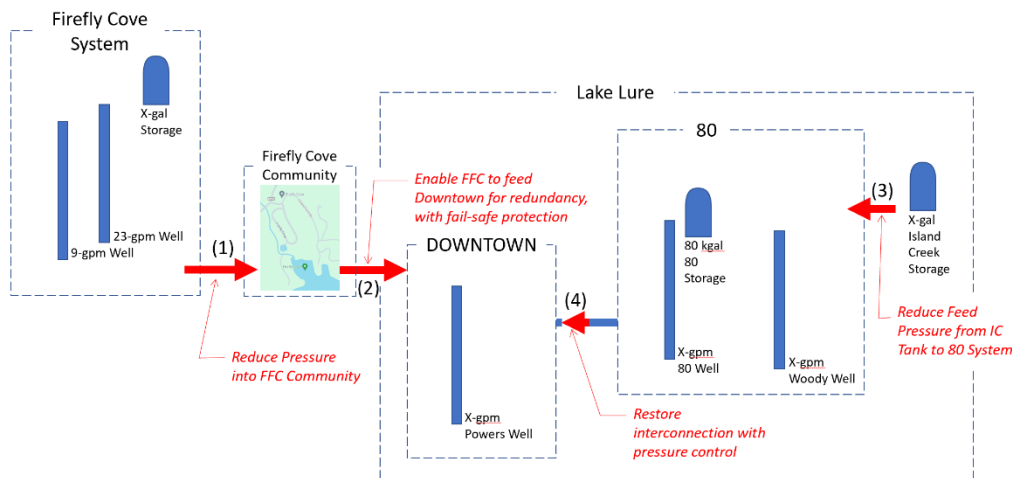
We were previously engaged for the subject Task Order (TO) on December 20, 2023 by virtue of a TO Proposal dated April 20, 2023. Several delays and scope redirections have occurred due to the Town's pursuit of accurate system information, and a newly-identified additional component design is now requested. This Amendment #1 is for additional compensation for both prior additional and newly-added effort.

Scope Modification

The originally-anticipated scope of design work was identified by the red components in the graphic below:



The now-anticipated scope of design work is identified by the red components in the expanded graphic below. Numbers in parentheses refer to the specific scope items listed below:





Specifically, the additional infrastructure objectives have included and now will include:

1. **(new)** Add a Pressure Reducing Valve to lower pressure from the Firefly Cove well/tank system feeding into the Firefly Cove community.
2. **(new)** Incorporate a fail-safe protection into the feed from the (now to be lowered) Firefly Cove community system in order to minimize potential for catastrophic pressure conditions to enter the Downtown system, as happened during the week of June 17, 2024.
3. **(previous scope modification)** Add a Pressure Reducing Valve between the Island Creek Tank and the 80-System
4. **(previous scope redirection)** The 80–Downtown interconnection was previously designed nearly to completion in a location immediately adjacent to the Powers well. It was subsequently determined by the Town that the configuration of existing piping would require the interconnection to be located west of the ‘Arcade’ building situated on two parallel pipes in a completely different configuration than was previously anticipated.

Subsurface Utility Exploration (SUE) has been necessitated by item #4 above, and is now potentially anticipated for item #1. Since this effort would likely be considered necessary for Water System Inventory purposes under Task 20 (Water System AIA), it is our intent to perform and bill our SUE subconsultant under the T&M Field Investigation budget of that Task.

LaBella is requesting the following additional compensation for the modified and now-expanded design scope:

For new scope items (1 & 2 above)	\$8,000
For modified scope items (3 & 4 above)	\$7,000
Total Amendment	\$15,000
REVISED TASK ORDER TOTAL	\$25,600

All other terms of our April 20, 2023 Task Order remain in effect.

Conclusion

If this proposal is acceptable to the Town, please sign below to authorize the scope revision defined in this proposal and return one copy to us. We appreciate the opportunity to continue our relationship with the Town of Lake Lure. If you have any questions or need additional information, please call me directly at (704) 249-8069.

Sincerely,
LaBella Associates, P.C.

Brian Houston, P.E.
Water/Wastewater Market Leader

Town of Lake Lure, North Carolina

By: _____
Authorized Signature

Title _____

Date _____

**LAKE LURE TOWN COUNCIL
AGENDA ITEM REQUEST FORM
Meeting Date: July 24, 2024**

SUBJECT: LaBella Task 23 – Wastewater Pumping Station (WWPS) Bypass System

AGENDA INFORMATION:

Item Number: VIII
Department: Public Services
Contact: Dean Lindsey, Public Services Director
Presenter: Dean Lindsey, Public Services Director

BRIEF SUMMARY:

The Town's triplex wastewater pumping station (WWPS) has no simple means for bypass, and the Town desires to obtain a suitable trailer-mounted bypass pump and install means for bypassing in the event of an emergency. There is currently no substantial time period greater than 20-30 minutes during which the WWPS can be out of operation without resulting in a wastewater spill to the Broad River. This Task will result in the Town's purchase of a suitable bypass pump, and a force main emergency bypass connection, which will also necessitate installation of a manhole or cleanout access on the existing 12-inch force main near the existing air release valve (ARV) on the Dam access road above the WWPS. LaBella will determine the pump hydraulic requirements and prepare a technical specification suitable for the Town's procurement of a trailer-mounted suction-lift bypass pump, prepare a site layout drawing and details for the installation of the bypass pump connection near the pump station and the new manhole at the air release vault, utilize previously obtained survey data where possible, submit drawings and specifications to NCDEQ (DWI and DWR) for review and approval in anticipation of potential funding from the outstanding balance of ARPA grant funds, and support the Town during the procurement and construction process on an as-needed basis. The total budget associated with Task 23 is \$20,100.

RECOMMENDED MOTION AND REQUESTED ACTIONS:

To approve LaBella Task 23.

FUNDING SOURCE:

ATTACHMENTS:

Proposed Task 23

STAFF'S COMMENTS AND RECOMMENDATIONS:

Town staff recommends approval.



July 9, 2024

Dean Lindsey, Public Services Director
Olivia Stewman, Town Manager
Town of Lake Lure
2948 Memorial Highway
Lake Lure, NC 28746

**SUBJECT: Lake Lure On-Call Professional Services
Task 23 – WWPS Bypass System**

Dear Dean & Olivia:

LaBella Associates appreciates the Town's confidence in us, and our continued working relationship with you. We have previously provided an engineering services agreement (Contract), and this work would be performed under that agreement. This proposal letter provides a scope of work and fee to provide the Task 23 deliverables as described below.

Overview

The Town's triplex wastewater pumping station (WWPS) has no simple means for bypass, and the Town desires to obtain a suitable trailer-mounted bypass pump and install means for bypassing in the event of an emergency. There is currently no substantial time period greater than 20-30 minutes during which the WWPS can be out of operation without resulting in a wastewater spill to the Broad River.

Under normal emergency conditions, bypass would consist of dropping a portable pump's suction pipe into the wetwell ahead of the pumps, and discharging into the forcemain under pressure while the pumps are isolated from the forcemain. This Task will result in the Town's purchase of a suitable bypass pump, and a force main emergency bypass connection, which will also necessitate installation of a manhole or cleanout access on the existing 12-inch force main near the existing air release valve (ARV) on the Dam access road above the WWPS.

Scope

LaBella will determine the pump hydraulic requirements and prepare a technical specification suitable for the Town's procurement of a trailer-mounted suction-lift bypass pump. LaBella will prepare a site layout drawing and details for the installation of the bypass pump connection near the pump station, and the new manhole at the air release vault. No specific field survey will be performed, but existing survey data previously obtained will be used where possible. Design will be based on Record Drawings provided to LaBella by the Town entitled 'Wastewater Influent Pump Station Relocation', and dated April 2000.

LaBella will submit drawings and specifications to NCDEQ (DWI and DWR) for review and approval, in anticipation of potential funding from the outstanding balance of ARPA grant funds.

LaBella will support the Town during the procurement and construction process on an as-needed basis. It is anticipated that the Town will procure the services of a local contractor to install the bypass connection (the project is too small to elicit interest via a traditional competitive bidding process) and will procure the pump by direct solicitation to equipment vendors.

Fee & Schedule

This proposal is submitted as a combination Lump Sum / T&M Task as follows:

LUMP SUM - Design & Specifications	\$12,000
T&M – Permitting, Procurement & Construction Support	\$8,100
TOTAL BUDGET	\$20,100



T&M charges will be based on the then-current Rate Schedule, the 2024 version of which is attached. Invoices will be based on percent completion of the overall Scope and are payable within 30 days of receipt by the Town.

Brian Houston, P.E. will continue to serve as LaBella's Program Manager for this contract, providing direction and oversight for other staff and subconsultants assigned to specific tasks under this contract. Other staff assigned to this contract shall have appropriate experience for the assigned task.

If this proposal is acceptable to the Town, please sign below to authorize the scope defined in this proposal and return one copy to us. We appreciate the opportunity to continue our relationship with the Town of Lake Lure. If you have any questions or need additional information, please call me directly at (704) 941-2110.

Sincerely,
LaBella Associates, P.C.

Brian Houston, P.E.
Water/Wastewater Market Leader

Town of Lake Lure, North Carolina

By: _____
Authorized Signature

Title _____

Date _____



LABELLA ASSOCIATES
Lake Lure ON-CALL ENGINEERING SERVICES

RATE SCHEDULE FOR HOURLY + EXPENSES TASKS
JANUARY 1, 2024 – DECEMBER 31, 2024

<u>CLASSIFICATION</u>	<u>BILLING RATE</u>
Principal	\$275.00/hour
Project Manager	\$250.00/hour
Senior Engineer	\$239.00/hour
Senior Project Engineer	\$197.00/hour
Project Engineer	\$159.00/hour
Design Engineer	\$148.00/hour
GIS Analyst	\$154.00/hour
Senior Engineering/GIS Technician	\$137.00/hour
Engineering Technician	\$132.00/hour
Construction Inspector	\$126.00/hour
Engineering Co-op	\$102.00/hour
Clerical	\$104.00/hour
Mileage	at current IRS rate
Expenses	at cost
Sub-consultants	at cost plus 10 percent

**LAKE LURE TOWN COUNCIL
AGENDA ITEM REQUEST FORM
Meeting Date: July 24, 2024**

SUBJECT: Public Works Building Discussion

AGENDA INFORMATION:

Item Number: IX
Department: Public Services
Contact: Dean Lindsey, Public Services Director
Presenter: Dean Lindsey, Public Services Director

BRIEF SUMMARY:

Public Services Director Dean Lindsey has been reviewing options for the new public works building. Director Lindsey will provide Council with an update. It is anticipated that bids will have been received prior to the meeting.

RECOMMENDED MOTION AND REQUESTED ACTIONS:

N/A

FUNDING SOURCE:

ATTACHMENTS:

STAFF'S COMMENTS AND RECOMMENDATIONS:

Town staff recommends...

**LAKE LURE TOWN COUNCIL
AGENDA ITEM REQUEST FORM
Meeting Date: July 24, 2024**

SUBJECT: Review Morse Park Improvements Bid Recommendation

AGENDA INFORMATION:

Item Number: X
Department: Parks, Recreation, and Lake
Contact: Olivia Stewman, Town Manager
Presenter: Olivia Stewman, Town Manager

BRIEF SUMMARY:

Qualification based bids were received for Morse Park Improvements. A staff-based review team has held various meetings to discuss each of the five bids that were received. Initially, the review team narrowed the bids down to the top two candidates and references were contacted for both firms. The review team recommends awarding the qualification based bids to Odom Engineering. This recommendation stems from Odom's overall qualifications, past experiences working with the Town, the familiarity of the Town's sewer moratorium, and outstanding references.

RECOMMENDED MOTION AND REQUESTED ACTIONS:

N/A

FUNDING SOURCE:

TDA and Local Matching; NCDWR Grant; RHI Legacy Grant

ATTACHMENTS:

Bid Submittal from Odom Engineering

STAFF'S COMMENTS AND RECOMMENDATIONS:

Town staff recommends awarding the Morse Park Improvement Bid to Odom Engineering at the next regular Town Council meeting.

REQUEST FOR QUALIFICATIONS ENGINEERING SERVICES



Rutherfordton
NORTH CAROLINA

MORSE PARK IMPROVEMENTS **Request for Qualifications** **FOR THE TOWN OF LAKE LURE** **JUNE 7, 2024**



Odom
Engineering
PLLC

169 Oak St. Forest City, NC 28043

(828) 247-4495

www.odomengineering.com



June 7, 2024

Odom Engineering, PLLC
David Odom, P.E. | President
169 Oak St. Forest City, NC 28043
(828) 247-4495
davidodom@odomengineering.com

Town of Lake Lure
Attn: Olivia Stewman, Town Manager
2948 Memorial Highway
Lake Lure, NC 28746

Re: Request for Qualifications
Morse Park Improvements

ODOM ENGINEERING, PLLC is a Professional Limited Liability Company and is 100% owned by David Odom, P.E. ODOM ENGINEERING, PLLC began January 1, 1998, and has been in continual operation since that time. Odom Engineering provides services such as engineering design, project management, and capital improvement planning for municipalities, as well as all types of civil engineering projects, including street design, water and sewer system design, site development, capital planning, project funding, and more.

Our firm has provided professional engineering services throughout the western North Carolina and upstate South Carolina areas for over 24 years, and our experience runs the gamut from water distribution systems to land planning to capital improvement plans and much more.

Why should you choose Odom Engineering?

- We are within 25 miles of the center of Lake Lure
- Lower overhead equals lower costs for our clients.
- Delivery of quality product.
- Established relationships and work experience with the Town of Lake Lure.

We strive to develop long-term relationships with our clients, which allows for better understanding of our clients' goals and expectations. Our high level of service is reflected in the large number of repeat clients, which comprise more than 90% of our current clientele.

We have provided engineering design services and construction administration for sites of the same scale for government-owned and privately owned projects.

Respectfully,

David Odom, P.E.
President

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The Project Team

ODOM ENGINEERING

Water/Sewer/Stormwater/
Design, Permitting, Cost Estimating, Funding
Assistance, Construction
Administration/Inspection and Project Close-
out

169 Oak Street
Forest City, North Carolina
828-247-4495

Professional civil engineering firm in business since 1988
providing design, permitting and project management
assistance.



KNIGHT STRATEGIES

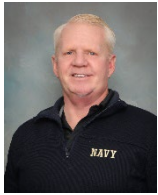
Landscape Architecture, Land Planning,
Outdoor Living Construction

196 Bolt Road,
Lake Lure, North Carolina
828-450-2429

From quaint backyard gardens to large scale master plans, our
goal is to craft unique and inspiring designs that connect the
project vision with the landscape in a meaningful and creative
way.



Qualifications of Personnel



David W. Odom
Professional Engineer
President/Principal/Project
Manager

David is President of **Odom Engineering PLLC**, a company that he founded in 1998. David's experience with the firm has included engineering design, project management, capital improvement planning for municipalities and corporate management. His experience includes all types of civil engineering projects including water and sewer design, street design, site development, capital planning and project funding.

Education

Bachelor of Science Aerospace Engineering
United States Naval Academy, Annapolis, Maryland

Select Project Experience

Tryon Equestrian Center
Cleveland Meadows/New Prospect Road Subdivisions
Rutherford County EDC Highway 74 Industrial Park
Shelby Fatz/Sagebrush Commercial Development

Licensure and Certifications

Professional Engineer: NC, SC



B. Scott Roach
EIT
Project Design Lead

Scott has been employed with **Odom Engineering PLCC** since 2005, serving as a Project Engineer and Manager. Prior to beginning working with Odom Engineering, PLLC, Scott was a Design Engineer at Moretz Engineering for five (5) years and an Environmental Engineer with NCDEQ-Public Water Supply Section for four (4) years.

Scott has been involved in the design & management of multiple disciplines of Civil Engineering: Water Main Extensions, Gravity Sewer Extensions, Force Mains & Lift Stations, Site Development (including Sediment & Erosion Control, grading and Stormwater Detention & Treatment) and On-Site Wastewater design.

Education

Bachelor of Science Civil Engineering
University of North Carolina Charlotte

Select Project Experience

Rutherford County EDC Highway 74 Industrial Park
Pavilion on Park Square- P.O.P.S

Licensure and Certifications

Engineer in Training (EIT): NC



David Hux
Construction
Administration/Inspection

David Hux joined **Odom Engineering PLCC** in March of 2023 after retirement from the City of Shelby with 30 years of utilities experience with two municipalities. For the last 15 years of his career, David served as Assistant Utilities Director and then Director of Water Resources. David managed a department of 44 employees, an annual budget of around \$11 million and managed \$125 million dollars in water and sewer infrastructure projects. Many of these projects were funded through the State Revolving Fund, IDF, Golden Leaf and most recently ARPA projects.

Education

Bachelor of Science Environmental Health
Western Carolina University

Select Project Experience

Utility experience with City of Shelby Job Ready Shell Buildings

Licensure and Certifications

Biological Wastewater Grade IV
Land Application Operator



Vic Knight

Project Landscape Architect

Owner/Landscape Architect/
General Contractor

Vic has had a 27 year career working on both national and international projects and founded Knight Strategies in 2009, later going on to receive his General Contractors License as well as a certification in Healthcare Garden design. In addition to working in the role of Landscape Architect, Vic also gained over six years of invaluable business management experience while serving as Vice President of Operations for Chimney Rock Park. His amazing designs have been featured in Landscape Architecture magazine as well as Landscape Contractor and NC Living magazines. He also won an AIA award for his work with AVL technologies.

Education

Bachelor of Landscape Architecture, Mississippi State University

Therapeutic Garden Design Certification, Chicago Botanic Garden Joseph Regenstein School

Select Project Experience

Kiwanis Park/ Tryon Equestrian Center/ POPS Mountain Brook Vineyards/ Overmountain Victory Trail/ Lake Lure Town Center Master Plan 2014 / Morse Park Bridge Design / Lake Lure Dam Enhancement Plan / NC9 Corridor Study – Lake Lure / Chimney Rock Park

Licensure and Certifications

Landscape Architect: NC, SC

**Tyler Cole**Land Planning/Landscape
Designer

Tyler received a Bachelor's degree in Landscape Architecture from the University of Rhode Island in 2010. Since then, Tyler truly believes, "Choose a job you love, and you'll never have to work a day in your life." - Confucius Tyler is remarkable at bringing our designs to life with the latest 3D Architectural Modeling software. Other areas of his expertise are Outdoor Living Design and Construction details. Tyler has developed a passion for swimming pool and water feature design, which are incorporated into many of our projects.

Education

Bachelor of Landscape Architecture, University of Rhode Island

Select Project Experience

Kiwanis Park/ Tryon Equestrian Center/ POPS / Mountain Brook Vineyards/The Shaded Crest-Lake Lure

**Amy Nies**Horticulturist/Landscape
Designer

Growing up in scenic northern Michigan, Amy took her love for the outdoors with her as she went to college to study environmental engineering, but upon taking her first botany course, she was hooked on plants and followed her intuition in changing majors, graduating with a Bachelor's degree in Horticulture from Michigan State University in 1997. She began her career working in nurseries until a great opportunity to work as a design assistant in a landscape design/build firm arose in 1998. That move sparked her design career and has followed her all over the country, from Michigan to Texas and now to Western North Carolina.

Education

Bachelor of Science, Michigan State University

Select Project Experience

The Shaded Crest – Lake Lure,

Project Roles

Odom Engineering is a small business firm providing engineering services to the foothills region since 1998. With over 25 years in business, ODOM ENGINEERING LLC has developed great lasting relationships with our clients and has provided quality engineered projects for these customers. Our key project members that will be involved with the Town of Rutherfordton projects provide a total of 82 years of experience utilities and civil engineered projects. We couple that experience with over 90 years of experience from our subconsultants to provide you with an experienced team to move your project from start to finish.

Our office is located within 6 miles of the center of Rutherfordton and our Project Manager resides in Rutherfordton. This provides a benefit to the town with the ability to provide more frequent inspections without the longer travel distances. Over the course of 25 years, we have established great working relationships with the Town of Rutherfordton and an understanding of project expectations.

Our team is available to begin this project immediately. The project team and responsibilities are as follows:



David Odom

- Project Principal/Manager
- Direction Setting
- Subconsultant Direction
- Funding Assistance



Scott Roach

- Design Coordinator
- Cost Estimation
- Permitting
- CAD Design Oversight
- Bid Assistance
- As-builts



David Hux

- Construction Administration & Inspection
- Close-out Assistance

KNIGHT STRATAGIES is a Professional Corporation and is 100% owned by Vic Knight, Landscape Architect, RLA. KNIGHT STRATAGIES was founded in 2009 and has been in continual operation since 2009. Knight Strategies is a Professional Corporation providing Outdoor Living, Landscape Architecture, Land Planning and Project Management Services. We have worked throughout the Southeastern United States in a variety of market sectors and bring added value to projects through our unique perspective of having served as project designer, planner, contractor, and project manager.

Knight Strategies provides expert advice and site planning solutions for many types of properties. Our team of professionals combines the right balance of technology and experience to provide you with comprehensive and sustainable land planning. Whether you need a feasibility study, entitlement permitting, construction documents or construction administration, Knight Strategies will provide answers that are tailored to meet your exact business needs.



Vic Knight

- Overall Layout
- Landscape Planning

Project Approach

TASK 1: DIRECTION SETTING AND PRELIMINARY COST ESTIMATE

Odom Engineering will meet with Lake Lure and other members of the Project TEAM to develop an understanding of the scope of the project, including but not limited to understanding the future utility extension that will be needed for accurate site development. With this project understanding, Odom Engineering will put together a project map and develop a cost estimate with a determination of the permits that will be required for the project develop a proposed schedule for the projects including tasks. Our knowledge of the Town staff and the system offers the Town of Lake Lure the advantage of expediting the project decision-making process with this project. An evaluation will also be completed of the need for stream/wetlands delineation.

TASK 2: SURVEYING/GPS WORK

Simultaneously with the direction setting and initial funding application, **Odom Engineering** will initiate the GPS and land surveying for the project route. This work will also involve the identification of any right-of-way/easement acquisition needed for construction.

TASK 3: CIVIL CONSTRUCTION DOCUMENT DEVELOPMENT

Pending client approval for the mass grading project, **Odom Engineering** will prepare, and process stamped, sealed, and signed construction drawings for the project.

TASK 4: PERMITTING/EASEMENTS

Prepare and submit, on the Owner's behalf, required permitting packages. These permits will include erosion control permits, and potentially others. (Water and Sewer).

TASK 5: BIDDING

Prepare bid documentation and advertise. Conduct a mandatory pre-bid meeting to discuss with potential contractors the scope and timeline of the project, and answer any initial questions they may have.

TASK 6: CONSTRUCTION PHASE SERVICES

Odom Engineering shall advise and consult with the Team during the Construction Phase. Contract Administration services include a preconstruction meeting, evaluations of work during on-site progress meetings with reports generated after inspections, certificates of payment to contractor, submittal review, minor changes to work, substantial completion, final punch lists and final certification.

TASK 7: PROJECT CLOSE-OUT

Odom Engineering will provide project as-builts and assist with final project close-out.

Hourly Rates

CLASSIFICATION	RATE/HOUR
Senior Engineer	\$200.00
Landscape Architect	\$200.00
Project Manager	\$140.00
Autocad Technician	\$100.00
Data Collection Field Crew	\$120.00
Site Inspector	\$100.00
Admin Works/Clerical	\$75.00

Relevant Project Experience

Tryon Equestrian Center <i>Mill Spring, North Carolina</i>	Client Tryon Equestrian Center Jeff Brown, VP of Facilities (828) 980- 4400 jbrown@tryon.com
Project Description Five Million cubic yards of mass grading for the Tryon Equestrian Center development. Project included storm drainage and utility extensions.	Services Provided <ul style="list-style-type: none">• Design Services• Permitting• Construction Administration and Inspection Services



<p>Kiwanis Park <i>Rutherfordton, North Carolina</i></p>	<p>Client</p> <p>Town of Rutherfordton Doug Barrick (828) 447-6360 dbarrick@rutherfordton.net</p>
<p>Project Description</p> <p>Knight Strategies and Odom Engineering provided Landscape Architecture and design services for the renovation of Kiwanis Park in downtown Rutherfordton, NC. A new pavilion with public restrooms, an event lawn, natural themed playground, covered bridge, dog park, trailhead for the Purple Martin Trail and walking trails are part of the 4 acre park renovation plans.</p>	<p>Services Provided</p> <ul style="list-style-type: none"> • Design Services • Permitting • Construction Administration and Inspection Services



<p>Pavilion on Park Square- POPS <i>Forest City, North Carolina</i></p>	<p>Client</p> <p>Town of Forest City</p>
<p>Project Description</p> <p>Through a master design plan constructed by ODOM ENGINEERING, POPS has been described as truly magnificent and adds a dynamic new dimension to the downtown corridor. ODOM ENGINEERING in conjunction with KNIGHT STRATEGIES (and architect Jeff Scherer) completed all construction drawings and bid documents for the project. ODOM ENGINEERING provided all construction administration services throughout the life of the project till completion.</p>	<p>Services Provided</p> <ul style="list-style-type: none"> • Design Services • Permitting • Construction Administration and Inspection Services



<p>Lake Lure Welcome Center <i>Lake Lure, North Carolina</i></p>	<p>Client Rutherford County TDA</p>
<p>Project Description</p> <p>Knight Strategies was retained to develop the interior and exterior renovation plans for the Lake Lure Welcome Center. When plans were completed and approved by the TDA, Knight Strategies assisting in hiring the General Contractor for the renovation and served as the Project Manager. All exterior construction and signage was installed by Knight Strategies.</p>	<p>Services Provided</p> <ul style="list-style-type: none"> • Landscape Architect • Landscape Contractor • Project Manager



<p>Lake Lure Town Center <i>Lake Lure, North Carolina</i></p>	<p>Client Town of Lake Lure</p>
<p>Project Description</p> <p>Knight Strategies was commissioned by the Town of Lake Lure to develop a Town Center Master Plan for the area envisioned as the town’s main street in the Original 1920’s Earl Draper Master Plan. The project area encompassed approximately 225 acres surrounding the Lake Lure Inn, Morse Park and Town Hall area. Knight Strategies conducted a series of Public Stakeholder Meetings to gather input on what the communities’ vision for the area was. The NCDOT and NC State Parks participated in the planning process. Input from both State Agencies were incorporated into the final Master Plan. During the planning process Knight Strategies developed a Concept Plan for a Pedestrian Bridge to connect Morse Park to the Town Center. The Town Center Plan included a Development Yield and Parking Analysis to determine the maximum mixed-use development that could be surface parked. The final plan was adopted by the Lake Lure Town Council in 2014. The plans will be used to facilitate private investment and to make decisions regarding public infrastructure and prioritization of public properties.</p>	<p>Services Provided</p> <ul style="list-style-type: none"> • Project Manager • Facilitate Community Meetings, • Land Planning, • Landscape Architecture • Illustrative Master Plan



CLIENT REFERENCES

Maria Honeycutt, General Manager

BROAD RIVER WATER AUTHORITY

(828) 429-8633

mhunnicutt@ncbrwa.com

Paul Aho

ECS Development, LLC

(864) 313-7809

paul@enchantedhomes.com

Jeff Brown, VP of Facilities

TRYON EQUESTRIAN CENTER

(828) 980-4400

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Doug Barrick, Town Manager

TOWN OF RUTHERFORDTON

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Justin Longino, Town Manager

TOWN OF BOILING SPRINGS

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D. Marche Pittman, County Manager

POLK COUNTY

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**LAKE LURE TOWN COUNCIL
REQUEST FOR BOARD ACTION
Meeting Date: July 9, 2024**

SUBJECT: Lake Lure Signage

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: XI
Department: Communications
Contact: Laura Krejci, Communications Director
Presenter: Laura Krejci, Communications Director

BRIEF SUMMARY: The Lake Lure signs that are in place at all entries to Town need to be replaced. The signs simply say “Lake Lure – Incorporated 1927.” The criteria below was shared with the Parks and Recreation Board on 7/8/24. Their recommendations are consistent with the recommendations summarized in this report.

CONSIDERATIONS:

1. **Wording:** The Town logo may not have been in existence when the previous signs were made. The Town logo includes “est. 1927”.

Recommendation: The recommended wording would include: “Welcome to the” followed by the Town logo which states “Town of Lake Lure”. It was recommended that “North Carolina” be omitted to reduce the number of words on the sign for ease of readability.



2. **Size:** There are currently 5 one sided signs located at the various entry points to Town limits.

Recommendation: The recommendation is to purchase one size sign for all locations, similar to the size of the sign between Chimney Rock and Lake Lure, near The Geneva Motel. This sign is approximately 27” x 66”.

3. **Material:** The existing one sided signs are currently made of some sort of wood/composite board. Chimney Rock State Park was consulted to see what type of signs they are using. The following information was shared regarding wood and HDU signs.
 - a. **Sandblasted Wood Signs** (CRSP preferred signage)
 - Made with cedar
 - Long lasting exterior signage
 - Environmentally friendly
 - b. **HDU Sandblasted Foam** (CRSP used in the past. Discontinued this material in the park)
 - Made to look like sandblasted wood
 - Not as sturdy as wood
 - Frequently chewed on by critters
 - Less expensive

A number of materials were considered and researched including metal and poly metal signs.

Recommendation: Sandblasted Wood Signs are recommended based on the use of these signs throughout Chimney Rock State Park and the recommendation of the Parks and Recreation Board.

4. **Cost:** The following options are presented for consideration.

a. Proposal is for five (5) single-sided sandblasted wood signs.

- Existing posts will be used for one of the eight signs.
- New 6x6, salt-treated, painted posts with a routed-in border and post caps will be used to installed.
- Size of sign face is 27" x 68".

1) **Lamb Signs Estimate:** \$1,278.75 each plus tax (28.5" x 68")

2) **Signature Signs & Graphics Estimate:** \$ 1,496.85 each plus tax (24" x 59")

Posts:

1) **Lamb Signs** 6x6, salt treated, painted posts with a routed-in border and post caps \$100 per post plus tax.

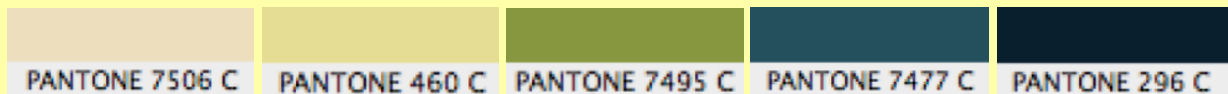
2) **Signature Signs**

- A 6x6x8 post painted with the notched in areas and black post cap would be \$161.25 plus tax each.
- A 6x6x8 post painted with a black post cap and trim would be \$112.50 plus tax each.

Recommendation: To order the signs from Lamb Signs.

5. **Color Palette:** The sign company recommended using a white background with the dark letters. The Town branding colors are included below as a reference.

Recommendation: Option A below is recommended.



RECOMMENDED MOTION AND REQUESTED ACTIONS: To order five (5) single-sided sandblasted wood signs (with 6" x 6" posts) with a white background and the Town Logo to replace the existing signs that are in need of repair.

FUNDING SOURCE: Communications/Branding Budget

ATTACHEMENTS: None

STAFF'S COMMENTS AND RECOMMENDATIONS: Approval of the plan to purchase five (5) single-sided sandblasted wood signs (with 6" x 6" posts) with a white background and the Town Logo to replace the existing signs that are in need of repair.

**LAKE LURE TOWN COUNCIL
AGENDA ITEM REQUEST FORM
Meeting Date: July 24, 2024**

SUBJECT: Project Manager Updates

AGENDA INFORMATION:

Item Number: XI=
Department: Project Management
Contact: Michael Dydula, Project Manager
Presenter: Michael Dydula, Project manager

BRIEF SUMMARY:

Project Manager Mike Dydula will provide Council with an update in regard to ongoing major projects.

ATTACHMENTS:

Project Manager Report

**LAKE LURE TOWN COUNCIL
AGENDA ITEM REQUEST FORM
Meeting Date: July 24, 2024**

SUBJECT: Town Manager Updates

AGENDA INFORMATION:

Item Number: XII=
Department: Administration
Contact: Olivia Stewman, Town Manager
Presenter: Olivia Stewman, Town Manager

BRIEF SUMMARY:

Town Manager Olivia Stewman will provide Council with any updates that are not included on the meeting agenda. Council will also have the opportunity to ask any questions.

ATTACHMENTS:

Town Manager Updates

July Work Session and Action Meeting Town Manager Updates

Dredging:

Town Council approved the award of bid with Stott Construction, Inc. at the regular July meeting. Mr. Stott signed the dredging standard agreement form the following day. Stott Construction should begin dredging operations in the near future. The Town is still working with LaBella to obtain an individual permit for dredging. Currently LaBella is working through working through requirements related to the Threatened & Endangered Species survey, Cultural Resources, and jurisdictional delineations for the dredge area and potential spoil locations.

Lake Drawdown:

At the June Work Session and Action meeting, it was determined that the 2025 Lake Drawdown would take place from January 1, 2025 until March 15, 2025. During the Drawdown, the Town will be completing sewer assessment and repairs, testing the reservoir drain valve, completing dam related inspections and maintenance, and dredging operations. Contractor construction and maintenance may also take place, but contractors must vacate the lake bed no later than March 15.

Workforce Housing:

Odom Engineering is currently in the process of completing the workforce housing conceptual site plan.

Staffing:

There are currently three vacancies including the Parks, Recreation and Lake Coordinator and two Public Services Utility Maintenance Technicians. The FY 24-25 budget included the addition of a Community Development position. Staff is working on fine-tuning the job description for this new position. The seasonal Parks, Recreation, and Lake Utility Maintenance Technician position has been filled.

XIJ .

ADJOURNMENT