

# TOWN OF LAKE LURE

## Town Council Special Meeting

Wednesday, April 28, 2021 – 8:30 AM

Meeting held virtually via Zoom



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## Agenda

**Zoom Link:** <https://us02web.zoom.us/j/89767965345>

**Phone Number:** 1-301-715-8592

**Meeting ID:** 897 6796 5345

**I. Call to Order**

**II. Agenda Adoption**

**III. New Business**

A. LaBella – Task Order No. 8 Discussion and Approval

B. Approval of Budget Amendment # 305 - Funding Task Order No. 8

C. Resolution No. 21-04-28 Describing Marina/Boardwalk Development Process

D. Resolution No. 21-04-28a Honoring the Powers-Moore Family

**IV. Council Work Group Discussion Regarding Town Project Updates and Various Other Topics**

**V. Closed Session**

*In accordance with G.S. 143-318.11(a) (5) for the purpose of discussing property acquisition*

**VI. Adjournment**

April 19, 2021

Shannon Baldwin, Town Manager  
Town of Lake Lure  
2948 Memorial Highway  
Lake Lure, NC 28746

SUBJECT: Lake Lure On-Call Professional Services – Task 8 Digester Rehabilitation

Dear Shannon:

LaBella Associates appreciates the opportunity to continue to work with the Town of Lake Lure (Town) on this project. We hope to continue the ongoing relationship as we work with you through your various engineering needs. We have previously provided an engineering services agreement, and this work would be performed under that agreement. This proposal letter provides a scope of work and budget to provide the Task 8 deliverable as described below. The deliverable will consist of assisting Town staff in selecting, bidding, and awarding a maintenance contract to repair and rehabilitate the existing digester. The scope of work is summarized below:

- Site visits to inspect prospective repair procedures and materials
- Solicit rehabilitation proposals
- Review rehabilitation proposals
- Participate in the proposal selection process
- Participate in the final inspection and acceptance process

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

This proposal is submitted as an hourly cost plus proposal. An initial scope of 40 hours has been assigned during which LaBella will work with Town Staff to accomplish the project goal. LaBella will continue to submit monthly invoices that track the charges for each individual task. An allowance is established for reimbursable expenses incurred by the Engineer during performance of this agreement. If additional hours are required, LaBella will request to increase the hourly budget. Sub-consultants, if applicable, will be compensated at cost plus 10 percent, out of the time-and-material labor budget. Reimbursable expenses shall be compensated at cost unless otherwise noted and shall be limited to the actual expenditures made by the Engineer during the performance of the work with respect to travel, postage, courier expenses, copies, printing, plots, permitting fees, photographs, maps, or other miscellaneous project expenses. Permitting and other regulatory fees will be paid by LaBella at the respective submissions and will be compensated at cost, but are not included in the lump sum fee.

A summary of the budget for the scope of work described above is as follows:

<u>Description</u>	<u>Unit</u>	<u>Unit Cost</u>	<u>Fee</u>
Project Assistance	40 hours	\$165/hr	\$6,600.00
Allowable for Reimbursable Expenses			<u>\$400.00</u>
<b>Total Fee Not to Exceed</b>			<b>\$7,000.00</b>

If this proposal is acceptable to the Town, please sign this proposal on the signature line 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) 941-2128.



Sincerely,

Maurice J. Walsh, P.E.  
LaBella Associates, P.C.  
Program Manager

**Town of Lake Lure, North Carolina**

Authorized Signature

By:

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Title

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Date

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**LABELLA ASSOCIATES**  
**Lake Lure ON-CALL ENGINEERING SERVICES**

**SCHEDULE OF FEES**  
**JANUARY 1, 2020 – DECEMBER 31, 2021**

<u>CLASSIFICATION</u>	<u>BILLING RATE</u>
Principal	\$180.00/hour
Project Manager	\$175.00/hour
Senior Engineer	\$165.00/hour
Senior Project Engineer	\$140.00/hour
Project Engineer	\$120.00/hour
Design Engineer	\$105.00/hour
GIS Analyst	\$115.00/hour
Senior Engineering/GIS Technician	\$105.00/hour
Engineering Technician	\$95.00/hour
Construction Inspector	\$85.00/hour
Engineering Co-op	\$70.00/hour
Clerical	\$70.00/hour
Mileage	at current IRS rate
Expenses	at cost
Sub-consultants	at cost plus 10 percent

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

**Meeting Date:** April 28, 2021

**SUBJECT:** Budget Amendment #305 to approve funding for Task Order No. 8.

**AGENDA INFORMATION:**

**Agenda Location:** New Business  
**Item Number:** A  
**Department:** Administration  
**Contact:** Sam Karr, Finance Director  
**Presenter:** Shannon Baldwin, Town Manager

**BRIEF SUMMARY:** Budget Amendment needed to cover funding for LaBella Engineering Task Order No. 8 for the WWPT digester rehabilitation.

**RECOMMENDED MOTION AND REQUESTED ACTIONS:** Approve Budget Amendment #305 to approve funding for Task Order No. 8.

**FUNDING SOURCE:** Water/Sewer Fund

**ATTACHMENTS:** Budget Amendment #305

**STAFF'S COMMENTS AND RECOMMENDATIONS:** Staff recommends approval of Budget Amendment #305.

**BUDGET AMENDMENT #305****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, 2021:

**Department:** Sewer

**Purpose:** To cover funding for Task Order No. 8

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

<b>Line Item</b>	<b>Account Number</b>	<b>Amount Decrease</b>	<b>Amount Increase</b>	<b>Amended Budget</b>
190	53-714000		\$7,000	\$7,000

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

Account Name: **Transfer from Water/Sewer Fund Equity**  
 Account Number: **53-398602**  
 Amount: **\$ 7,000**

**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 \_\_\_\_\_, 2021.

**RESOLUTION NO. 21-04-28**  
**A RESOLUTION DESCRIBING MARINA/BOARDWALK**  
**DEVELOPMENT PROCESS**

**WHEREAS**, the old wooden Town Marina built many decades ago had reached its useful life by 2012 and was replaced; and

**WHEREAS**, the old wooden Town Boardwalk built in the 1980's reached its useful life by 2020 and was replaced; and

**WHEREAS**, the 2012 Marina has now been expanded; and

**WHEREAS**, the previous and current Lake Advisory Boards, Parks and Recreation Boards, Planning Boards, and Town Councils have all supported these improvements and more in the Lake Lure Town Center; and

**WHEREAS**, these improvements work together to make the Town Center safe, connected, vibrant and a viable place for commercial, recreation and community activity; and

**WHEREAS**, the Marina replacement and expansion projects since 2012 and Boardwalk replacement initiative required creativity, planning, good design, technical expertise, careful coordination of resources and productive teamwork; and

**WHEREAS**, these projects required support and approval by Town Officials, both appointed and elected; and

**WHEREAS**, Town Manager Shannon Baldwin recognizes our partners (both private and public), town staff, and especially Parks and Recreation Director Dean Givens who served as the project manager for all the aforementioned improvements, carefully guiding each to completion; and

**NOW, THEREFORE BE IT RESOLVED**, that the Town of Lake Lure expresses deep and sincere appreciation to all who have supported and collaborated in the series of improvements that continue to facilitate a safe, well connected, and vibrant Town Center creating and implementing projects like the Marina Replacement/Expansion project and the Boardwalk replacement initiative.

**READ, APPROVED AND ADOPTED** this the 28<sup>th</sup> day of April, 2021.

ATTEST:

\_\_\_\_\_  
 Amy Wright, Deputy Town Clerk

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

**RESOLUTION NO. 21-04-28A**  
**A RESOLUTION HONORING THE POWERS-MOORE FAMILY**

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**THIS RESOLUTION IS BEING FINALIZED AND  
WILL BE PROVIDED TO YOU ONCE COMPLETED.**