

LAKE LURE TOWN COUNCIL REGULAR MEETING PACKET

Tuesday, April 9, 2024
5:00 p.m.



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

TOWN OF LAKE LURE
Town Council Regular Meeting
Tuesday, April 9, 2024 - 5:00 PM
Lake Lure Municipal Center



Agenda

I. Call to Order

- A. Pledge of Allegiance and Invocation

II. Agenda Adoption

III. Mayor's Communications

IV. Town Manager's Communications

- A. Monthly Report – *Page 3*

- B. Review Actions Taken at February's Work Session and Action Meeting

- Approval of Schnabel Work Order #9A and 9B for the purpose of Field Investigation Services for Replacement of Lake Lure Dam, which is being partially funded by a supplemental FEMA grant
- Adoption of Ordinance No. 24-03-27 Amending the Capital Project Ordinance for the Lake Lure Dam Reservoir Drain and Approving Budget Amendment #370
- Adoption of requirement for navigation safety and lake conformance review by the Lake Advisory Board and the Community Development Department in advance of the non-conforming structures at 00 Tryon Bay Circle
- Approval of the Suspension of Chapter 8 Article II: "Peddlers" of the Code of Ordinances; Waiver of the Noise Regulation, Chapter 20 Article II; and approval for partial road closure for the Hickory Nut Gorge (HNG) Outreach 2024 Spring Lake Lure Arts and Crafts Festival scheduled for May 11-12, 2024 in front of the Arcade Building
- Approval of the waiver of noise ordinance, waiver of requirement for daily boat permits, suspension of alcohol ordinance, suspension of peddling ordinance, closure of public parking along the Beach from Pool Creek to the Water Park 5/17-5/18, allowance of vehicles and boat trailers on the beach for display, and allowance of temporary signage on the street at the event site for the auto show for the 2024 Lake Lure Spring Classic Boat and Auto Show

- Approval of waiver of the noise regulation and suspension of the peddling ordinance for the Lake Lure Farmer’s Market scheduled for Fridays starting 5/3/24 through 10/25/24
- Approval of the waiver fees for use of Town facilities, waiver of noise regulations, suspension of campgrounds and camping ordinances, suspension of peddling ordinances, and suspension of alcohol ordinances for the 2025 Cycle NC Event starting 10/4/25 through 10/5/25

V. Public Hearing

- A. Ordinance No. 24-04-09 Amending Zoning Ordinances Section 36-64 (5) – *Page 25*
 - i. Staff Report
 - ii. Public Hearing
 - iii. Council Deliberation
 - iv. Consideration of Adoption of Ordinance No. 24-04-09
- B. Ordinance No. 24-04-09A Amending Code of Ordinances Chapter 6 (“Buildings and Building Regulations”), Article III (“Lake Structures”) – *Page 28*
 - i. Staff Report
 - ii. Public Hearing
 - iii. Council Deliberation
 - iv. Consideration of Adoption of Ordinance No. 24-04-09A

VI. Council Liaison Reports and Comments

VII. Presentations

- A. Town of Lake Lure Arbor Day Celebration – *Page 33*

VIII. 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, ostewman@townoflakelure.com, at least one hour prior to the meeting.

IX. Consent Agenda

- A. Approval of the March 12, 2024 Regular Town Council Meeting, the March 21, 2024 Special Town Council Meeting, the March 25, 2024 Special Town Council Meeting, and the March 27, 2024 Town Council Work Session and Action Meeting Minutes – *Page 36*

X. Unfinished Business

XI. New Business

- A. Consider Approval of LaBella Task 20 for the Water System Asset Inventory & Assessment (AIA) – *Page 72*
- B. Approval of Finance Administrative Support Specialist Position Description – *Page 76*
- C. Approval of the Town Manager’s Contract – *Page 80*
- D. Resolution No. 24-04-09 Appointing Olivia Stewman as Deputy Finance Officer – *Page 81*

XII. Adjournment

III
MAYOR'S
COMMUNICATIONS

IV
TOWN MANAGER'S
COMMUNICATIONS



Town Manager Report March 2024

Below are the March highlights from the various departments. Full department reports are available upon request.

Public Services – The Public Service Department is busy keeping everything working as smoothly as possible. Routine maintenance has been completed throughout the month, such as, but not limited to, Meter Reading, Meter Installs, Water Leaks, Locates, Bulk Trash Pickup, Work Orders, Facility Maintenance, Wastewater Samples, and Dam, Wastewater Treatment Plant and Hydro Plant Maintenance. Top accomplishments/project updates:

- Completed painting of three well houses.
- Cleaned existing ditches and cut new ditches as needed on Chimney Cliffs, Boys Camp Road, Proctor Road, Washburn Road, and roads adjoining Washburn.
- Completed inspection and smoke testing of sewer collection system lines.
- Serviced all equipment for upcoming mowing season.
- Installed a new sample pump at the WWTP.
- Removed and cleaned debris of fallen tree on Chapel Point Road.
- Completed road repairs on Lake Boulevard in three places that had damaged asphalt.
- Repaired sidewalk at the intersection of Jack London and Memorial Highway.
- Completed 31 locates.

Community Development – Director Williams reports another active month for community development. The department issued 62 permits for the month of March as compared to 43 permits in February and performed numerous follow-ups. This includes 19 Zoning, 16 Lake Structure, 9 Land Disturbance Permit, and 9 Vacation Rental Operators.

Top accomplishments/project updates:

- Zoning and Planning Board reviewed plans for a 1200sf commercial office building, to be located at 2520 Memorial Hwy, and provided a recommendation to the Board of Adjustments to approve.

- Zoning and Planning Board hosted a Contractor's Forum with intended purpose of building on communication between Community Development Staff/Town and contractors and builders community.
- Board of Adjustments reviewed and approved a setback variance for an existing, non-conforming dwelling to be able to update the structure.
- Continued working with property owners affected by stormwater damage from the January major rain storms, the Army Corp of Engineers, and NC Department of Environmental Quality to obtain permitting for emergency repairs.
- Tillman Construction (for AT&T) realized one final approval needed for our new cell tower (from FCC). They state that they are confident that the approval will come by May and tower to be erected in July. All other permits have been issued and the property lease has been executed.

Fire / Emergency Management –It was still a busy month in March. The department responded to **35** fire/medical/rescue calls throughout the month. Firefighters completed **552** Hours of Training this month. Partial list of accomplishments:

- Completed annual fitness physicals hosted at the LLFD.
- Instructed a class at Bills Creek Volunteer Fire Department station.
- Assisted Lake Lure Classical Academy with fitting third graders with bicycle helmets.
- Performed exterior station maintenance.

Police – The Police Department is preparing for the upcoming season. Officers have been educated on the updates to the Lake Use Regulation and new staff members have been sworn in.

Top accomplishments:

- An officer worked a fraud case that began when someone contacted a resident of Lake Lure and posed as someone from Facebook META. Within a short amount of time the resident had transferred \$10,000 into the scammers account. When this happens, there is a 99% probability that the victim will never see their money again. There is a good ending through in that her bank is trying to help her. This is a common scam and many times victims never see their money again. Just a reminder to never give out your information to someone who calls you for information.
- On March 27th officers attended an update on Lake Regulations for 2024. The class was instructed by Officer Dills, who also treated staff to a BBQ dinner.
- Officer Keith Morris was hired on as a full-time officer, taking place of Officer Thomas who transferred to another department outside of Rutherford County. Officer Morris has been working with LLPD as a Reserve Officer. LLPD also brought on a new Reserve Officer, Seth

Watkins, who is employed full time with Rutherford County Sheriff's Department in their Forensics Division.

Parks, Recreation & Lake – Director Dean Givens and Parks & Trails Coordinator Dana Bradley continue to provide exemplary oversight of the Parks, Recreation, and Lake Department. Partial list of notable activities:

Three notable projects/activities updates:

- Utilized a total of **75.5 volunteer hours, valued at \$1,510**
- Cleaned parks, boat ramp, and marina.
- Worked on the boaters' license process.
- Ordered replacement picnic tables
- Planned for summer annuals.

Finance – Revenues and Expenditures Reports are provided as separate attachments to supplement this summary. Revenues continue to track as projected and departments also continue to efficiently use resources in regards to individual line items in the departmental budgets

- During this monthly accounting period, unaudited revenues were received for various reimbursements that had been requested related to the capital sewer project. Finance, in conjunction with Town's consultants and auditors, will determine the correct or appropriate funds to post reimbursements related to prior sewer projects and endeavors. FY 23 audit procedures continue and comparable amount of detail and review as in prior years is continuing.
- Revenues are tracking as projected and departments are doing well in expenditures in regards to individual line items in the departmental budgets. There are accruals for expenditures and revenues still listed on the budget and detail reports. These will exist until final trial balances are determined and audited from prior year audit.
- The Town continues to have a strong financial position with an unreconciled bank balance of approximately \$10,700,000 for all funds other than special revenue (the Dam Fund). There will continue to be a cycle of expenditures and reimbursed revenues that will occur during the remainder of the year due to the first phase of the sewer project and the APRA funding procedures.
- There will be a transition is staff and evaluation of duties and best output options with staffing alignments and consideration of internal resources and external options.

Communications – Communications Director Krejci continues her community outreach along with progress in all areas. There were 27 news articles published on the town's website and were sent to 2,069 by hyperlink. There were 18,000 website users in March 2024 compared to 15,500 website users in March 2023 (a 16% increase (+2,500)). The Town of Lake Lure has 21,161 followers on Facebook as of

March 2024, representing an 8% increase (+1,612)) over March 2023. The FY21 FEMA HHPD Grant was awarded at \$380,000. Town Council approved Work Order 9A and 9B on 3/27/24. The contract was signed on 3/29/24 and forwarded to NC DEQ.

Top Highlights:

- Grant Coordination with confirmation of the \$380,000 FEMA HHPD Grant finally approved.
- Event Coordination with successful Rumble 2024 and Board Member Lunch Meeting in March.
- Website and Social Media Management with 16% increase in Website Users and an 8% increase in Facebook Followers over the same time last year.

Manager / Clerk / Admin Summary

March was a busy month including an array of staff, council, and board meetings and ever-changing day-to-day operations. In addition, the installation of the Dam valves continues to be underway and making progress.

Highlights:

- Council met with both Paul Brock and Wade Oppliger and reviewed a final draft for the leasing of the building and portions of the adjoining property in Poole Creek Park where they will be operating a concession agreement for non-motorized paddle activities. A final draft was arrived at by both the Town and the proposed Lessees and the Council approved a resolution that advised that the Town Council will be considering approval of the lease at its work session on Wednesday, April 24th. The notice was required to be made at least 30 days ahead of the date that Council would consider approval of the last as it is a lease of 10 years total in length. We have received one of the Certificates of Insurance
- Schnabel Work Order 9A and 9B were approved by Council for the field investigation services for the replace of the dam. This is in relation to the FY21 FEMA HHPD grant. The capital project ordinance for the dam was amended to reflect expenditures related to field investigations.
- Continued to finalize the RFQ for Morse Park improvements.
- Advertised for the Parks, Recreation, and Lake Director position.
- Entered into the Emergency Water Agreement with Chimney Rock Village.
- Amended the Concession Agreement with Lake Lure Tours to remove provision to open the beach following Labor Day for unsupervised access.
- Worked with LaBella Associates to adjust the sewer AIA scope.
- Staff and Council met with Ruby-Collins to discuss the status of the sewer replacement project.

TOWN OF LAKE LURE
Statement of Revenue Budget vs Actuals
For the Accounting Period: 3 / 24

10 GENERAL FUND

Account	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	% Received
310000 TAXES					
310100 P & I - Taxes	0.00	1,445.47	10,000.00	8,554.53	14 %
Account Group Total:	0.00	1,445.47	10,000.00	8,554.53	14 %
311000 Ad Valorem Taxes-2000					
311190 AD VALOREM TAXES-2019	0.00	4,416.03	0.00	-4,416.03	** %
311210 AD VALOREM TAXES-2021	0.00	0.00	50,000.00	50,000.00	0 %
311213 Ad Valorem Taxes-2023	0.00	1,729,566.68	0.00	-1,729,566.68	** %
311214 Ad Valorem Taxes DV5-dam capital	0.00	956,160.33	0.00	-956,160.33	** %
311220 AD VALOREM TAX 2022-	0.00	0.00	4,492,754.00	4,492,754.00	0 %
Account Group Total:	0.00	2,690,143.04	4,542,754.00	1,852,610.96	59 %
312000 Ad Valorem-Veh-2000					
312021 AD VALOREM VEH TAXES-2021	0.00	0.00	20,000.00	20,000.00	0 %
312022 Ad Valorem Vehicle Tax 2022	0.00	0.00	93,850.00	93,850.00	0 %
312024 ad valorem veh taxes dv5 2023	0.00	18,651.66	0.00	-18,651.66	** %
Account Group Total:	0.00	18,651.66	113,850.00	95,198.34	16 %
332000 STATE SHARED REVENUES					
332200 Beer & Wine Tax	0.00	0.00	4,950.00	4,950.00	0 %
332300 Court Costs, Fees and Chrgs	22.50	236.00	550.00	314.00	43 %
332400 Utlities Franchise Tax	0.00	65,026.15	201,195.00	136,168.85	32 %
332600 Powell Bill - Tax on Gas	0.00	37,661.55	76,600.00	38,938.45	49 %
332930 State Shared Sales Tax	0.00	771,289.68	1,760,000.00	988,710.32	44 %
332933 Solid Waste Disposal Tax	0.00	275.55	780.00	504.45	35 %
332942 Video Programming Tax	0.00	0.00	15,975.00	15,975.00	0 %
332991 NC DEQ Dredging Grant	0.00	0.00	800,000.00	800,000.00	0 %
Account Group Total:	22.50	874,488.93	2,860,050.00	1,985,561.07	31 %
347000 LAND USE FEES					
347100 Zoning Permits	12,990.00	77,115.00	40,000.00	-37,115.00	193 %
347200 Land Disturbance Permit	-100.00	1,610.00	6,600.00	4,990.00	24 %
347300 Sign Permit	0.00	120.00	500.00	380.00	24 %
347450 Subdivision Fees	0.00	250.00	0.00	-250.00	** %
347550 Vacation Rental Fees	900.00	5,700.00	10,000.00	4,300.00	57 %
347600 Lake Structure Permit/LSA	-1,022.00	-2,722.00	9,255.00	11,977.00	-29 %
347800 Fire Inspection	0.00	40.00	50.00	10.00	80 %
347900 Fines/Penalties - Land Use	65.00	4,065.00	850.00	-3,215.00	478 %
Account Group Total:	12,833.00	86,178.00	67,255.00	-18,923.00	128 %
361000 LAKE					
361201 Lake Lure Tours	0.00	93,106.93	60,000.00	-33,106.93	155 %
361202 Lake Fines	250.00	8,616.00	300.00	-8,316.00	*** %
361203 Lake Comm License Fees	23,200.00	71,540.00	15,000.00	-56,540.00	477 %
361204 Boat Permits	37,585.00	206,342.74	675,000.00	468,657.26	31 %
361205 RBR CONCESSIONS	0.00	2,821.73	25,000.00	22,178.27	11 %
361207 Cluster Mooring Fees	8,640.00	41,440.00	24,000.00	-17,440.00	173 %
Account Group Total:	69,675.00	423,867.40	799,300.00	375,432.60	53 %
363000 BEACH					
363801 Beach-Admission Fee-Adult	0.00	53,799.76	65,000.00	11,200.24	83 %

TOWN OF LAKE LURE
Statement of Revenue Budget vs Actuals
For the Accounting Period: 3 / 24

10 GENERAL FUND

Account	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	% Received
363804 Beach-Concessions	0.00	4,035.01	10,000.00	5,964.99	40 %
Account Group Total:	0.00	57,834.77	75,000.00	17,165.23	77 %
364000 MARINA					
364902 Marina-Open Slip Rental	23,799.50	249,149.50	310,000.00	60,850.50	80 %
364905 Marina-Concessions	0.00	13,493.13	18,500.00	5,006.87	73 %
364908 Marina-Rentals	0.00	29,167.43	50,000.00	20,832.57	58 %
Account Group Total:	23,799.50	291,810.06	378,500.00	86,689.94	77 %
371000					
371400 Charges for Sewer	0.00	-180.00	0.00	180.00	** %
Account Group Total:	0.00	-180.00	0.00	180.00	** %
383000 MISCELLANEOUS REVENUES					
383100 Interest Earned on Investments	0.00	3,152.66	4,000.00	847.34	79 %
383200 Beer and Wine Permits	0.00	0.00	1,000.00	1,000.00	0 %
383321 Fire-Rural Fire Protection	0.00	4,468.42	8,592.00	4,123.58	52 %
383430 Community Center Rental	0.00	-1,550.00	250.00	1,800.00	*** %
383440 Pavilion/Gazebo Rental	850.00	7,150.00	3,500.00	-3,650.00	204 %
383450 Meadows Rental	0.00	1,320.00	250.00	-1,070.00	528 %
383460 Water Tank Rental	0.00	1,060.90	0.00	-1,060.90	** %
383500 Sale of Assets	0.00	10,581.00	3,500.00	-7,081.00	302 %
383600 Golf Cart Permit	0.00	80.00	200.00	120.00	40 %
383700 LLABC-Distribution for Law Enforcement	0.00	500.00	750.00	250.00	67 %
383701 ABC-Dist. for Drug/Alcohol	0.00	0.00	1,250.00	1,250.00	0 %
383800 ABC-Distribution of Funds	250.00	1,652.00	20,000.00	18,348.00	8 %
383900 Misc Revenue	146.00	9,458.93	1,200.00	-8,258.93	788 %
383903 Town Promotional Materials	0.00	14.00	500.00	486.00	3 %
383910 Copies	0.00	26.00	500.00	474.00	5 %
383930 Recycling Collections	-280.50	16,506.96	15,250.00	-1,256.96	108 %
Account Group Total:	965.50	54,420.87	60,742.00	6,321.13	90 %
398000 TRANSFERS					
398502 Installment Agreement Proceeds	0.00	0.00	385,000.00	385,000.00	0 %
398604 Transfer from Fund Balance	0.00	0.00	219,014.00	219,014.00	0 %
Account Group Total:	0.00	0.00	604,014.00	604,014.00	0 %
Fund Total:	107,295.50	4,498,660.20	9,511,465.00	5,012,804.80	47 %

21 Capital Reserve Fund

Account	Received		Estimated Revenue	Revenue	% Received
	Current Month	Received YTD		To Be Received	
398000 TRANSFERS					
398605 Transfer From General Fund	0.00	0.00	1,600,000.00	1,600,000.00	0 %
Account Group Total:	0.00	0.00	1,600,000.00	1,600,000.00	0 %
Fund Total:	0.00	0.00	1,600,000.00	1,600,000.00	0 %

22 DAM Capital Projects Fund

Account	Received		Estimated Revenue	Revenue	% Received
	Current Month	Received YTD		To Be Received	
383000 MISCELLANEOUS REVENUES					
383100 Interest Earned on Investments	0.00	56,905.01	0.00	-56,905.01	** %
Account Group Total:	0.00	56,905.01	0.00	-56,905.01	** %
Fund Total:	0.00	56,905.01	0.00	-56,905.01	** %

TOWN OF LAKE LURE
Statement of Revenue Budget vs Actuals
For the Accounting Period: 3 / 24

53 WATER AND SEWER FUND

Account	Received		Estimated Revenue	Revenue	%
	Current Month	Received YTD		To Be Received	Received
371000					
371105 Chimney Rock Water	0.00	0.00	15,000.00	15,000.00	0 %
371300 Charges for Water	23,942.17	263,631.22	330,000.00	66,368.78	80 %
371400 Charges for Sewer	104,578.00	937,555.30	1,275,000.00	337,444.70	74 %
371500 Taps and Connect-Water	1,155.00	5,775.00	5,000.00	-775.00	116 %
371600 Taps and Connect-Sewer	2,655.00	7,275.00	5,000.00	-2,275.00	146 %
371700 Transfer Fee-Water/Sewer	40.00	620.00	1,000.00	380.00	62 %
371800 W/S - Penalty and Interest	1,050.00	16,125.00	6,000.00	-10,125.00	269 %
371900 W/S - Misc	0.00	159.84	0.00	-159.84	** %
Account Group Total:	133,420.17	1,231,141.36	1,637,000.00	405,858.64	75 %
383000 MISCELLANEOUS REVENUES					
383100 Interest Earned on Investments	0.00	0.00	1,000.00	1,000.00	0 %
383460 Water Tank Rental	0.00	3,182.70	12,360.00	9,177.30	26 %
Account Group Total:	0.00	3,182.70	13,360.00	10,177.30	24 %
Fund Total:	133,420.17	1,234,324.06	1,650,360.00	416,035.94	75 %

56 ELECTRIC FUND

Account	Received		Estimated Revenue	Revenue	%
	Current Month	Received YTD		To Be Received	Received
372000					
372300 Charges for Utilities-Electric	0.00	132,928.56	300,000.00	167,071.44	44 %
Account Group Total:	0.00	132,928.56	300,000.00	167,071.44	44 %
383000 MISCELLANEOUS REVENUES					
383100 Interest Earned on Investments	0.00	0.00	150.00	150.00	0 %
Account Group Total:	0.00	0.00	150.00	150.00	0 %
Fund Total:	0.00	132,928.56	300,150.00	167,221.44	44 %

TOWN OF LAKE LURE
Statement of Revenue Budget vs Actuals
For the Accounting Period: 3 / 24

75 CHIMNEY ROCK WATER FUND

Account	Received		Estimated Revenue	Revenue	
	Current Month	Received YTD		To Be Received	% Received
371000					
371300 Charges for Water	6,150.99	64,077.81	0.00	-64,077.81	** %
371501 WATER TAPS - CHIMNEY ROCK	1,250.00	2,500.00	0.00	-2,500.00	** %
371800 W/S - Penalty and Interest	-125.00	2,675.00	0.00	-2,675.00	** %
Account Group Total:	7,275.99	69,252.81	0.00	-69,252.81	** %
Fund Total:	7,275.99	69,252.81	0.00	-69,252.81	** %
Grand Total:	247,991.66	5,992,070.64	13,061,975.00	7,069,904.36	46 %

TOWN OF LAKE LURE
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 3 / 24

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avail able Appropriation	% Committed
10 GENERAL FUND							
411000 COMMISSION							
411000 COMMISSION							
	102 Salaries-Part Time	1,100.00	9,900.00	13,200.00	13,200.00	3,300.00	75%
	109 FICA	84.15	757.35	1,100.00	1,100.00	342.65	69%
	214 Supplies-Dept	0.00	309.00	6,000.00	6,000.00	5,691.00	5%
	215 Supplies-Materials	4,372.53	24,686.82	20,000.00	20,000.00	-4,686.82	123%
	310 Travel and Transportation	0.00	0.00	3,500.00	3,500.00	3,500.00	0%
	Account Total :	5,556.68	35,653.17	43,800.00	43,800.00	8,146.83	81%
	Account Group Total :	5,556.68	35,653.17	43,800.00	43,800.00	8,146.83	81%
413000 ADMINISTRATION							
413000 ADMINISTRATION							
	100 SALARIES	36,457.58	330,571.42	498,000.00	498,000.00	167,428.58	66%
	102 Salaries-Part Time	0.00	181.13	0.00	0.00	-181.13	0%
	103 Professional Services	2,656.25	59,597.40	65,000.00	65,000.00	5,402.60	92%
	109 FICA	2,747.09	25,084.66	38,500.00	38,500.00	13,415.34	65%
	110 Retirement	6,923.30	59,536.41	91,000.00	91,000.00	31,463.59	65%
	111 Group Insurance	3,970.24	34,139.30	67,000.00	67,000.00	32,860.70	51%
	120 401 (K) Contribution	667.50	6,036.97	25,500.00	25,500.00	19,463.03	24%
	180 Legal Services	3,823.80	26,296.66	55,000.00	55,000.00	28,703.34	48%
	182 PROPERTY JUDGEMENT SETTLEMENT	0.00	26.00	0.00	0.00	-26.00	0%
	190 Engineering Services	0.00	3,925.00	30,000.00	30,000.00	26,075.00	13%
	214 Supplies-Dept	249.40	9,547.74	9,000.00	9,000.00	-547.74	106%
	215 Supplies-Materials	0.00	295.27	3,000.00	3,000.00	2,704.73	10%
	310 Travel and Transportation	44.89	1,602.25	9,500.00	9,500.00	7,897.75	17%
	320 Postage	0.00	5,067.58	5,000.00	5,000.00	-67.58	101%
	322 Printing	0.00	0.00	1,500.00	1,500.00	1,500.00	0%
	324 Dues and Subscriptions	0.00	7,029.97	8,500.00	8,500.00	1,470.03	83%
	330 Utilities	0.00	13,038.49	30,000.00	30,000.00	16,961.51	43%
	350 Repairs and Maint-Buildings	767.95	10,187.89	50,000.00	50,000.00	39,812.11	20%
	353 Repairs and Maint-Equipment	0.00	150.84	8,000.00	8,000.00	7,849.16	2%
	370 Advertising	26.84	947.42	3,500.00	3,500.00	2,552.58	27%
	614 Lobbyist	0.00	18,400.00	62,000.00	62,000.00	43,600.00	30%
	687 Contractual - County Tax	0.00	14,372.00	18,000.00	18,000.00	3,628.00	80%
	691 Contractual Services	5,164.50	142,355.35	120,000.00	120,000.00	-22,355.35	119%
	Account Total :	63,499.34	768,389.75	1,198,000.00	1,198,000.00	429,610.25	64%
	Account Group Total :	63,499.34	768,389.75	1,198,000.00	1,198,000.00	429,610.25	64%
420000 CENTRAL SERVICES-Technology &							
420000 CENTRAL SERVICES-Technology & Telecommunications							
	109 FICA	38.93	201.72	0.00	0.00	-201.72	0%
	111 Group Insurance	39.23	309.79	0.00	0.00	-309.79	0%
	321 Telephone	1,595.90	19,333.05	27,000.00	27,000.00	7,666.95	72%
	325 Internet Services	0.00	1,283.32	5,200.00	5,200.00	3,916.68	25%
	380 IT Support Services	0.00	27,093.95	81,000.00	81,000.00	53,906.05	33%
	527 TECH-Website Update	0.00	0.00	5,000.00	5,000.00	5,000.00	0%
	Account Total :	1,674.06	48,221.83	118,200.00	118,200.00	69,978.17	41%
	Account Group Total :	1,674.06	48,221.83	118,200.00	118,200.00	69,978.17	41%

TOWN OF LAKE LURE
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 3 / 24

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avai lable Appropriation	% Committed
10 GENERAL FUND							
431000 POLICE							
431000 POLICE							
100	SALARIES	44,741.74	432,179.87	573,000.00	573,000.00	140,820.13	75%
101	OVERTIME	0.00	2,207.41	5,500.00	5,500.00	3,292.59	40%
102	Salaries-Part Time	378.00	6,441.76	28,000.00	28,000.00	21,558.24	23%
104	Separation Allowance-Law	1,460.16	13,141.44	20,500.00	20,500.00	7,358.56	64%
109	FICA	3,432.95	33,872.34	49,500.00	49,500.00	15,627.66	68%
110	Retirement	8,908.14	79,113.13	114,000.00	114,000.00	34,886.87	69%
111	Group Insurance	6,608.76	55,011.88	103,700.00	103,700.00	48,688.12	53%
112	Special Benefit Fund-Police	1,985.20	20,083.66	27,185.00	27,185.00	7,101.34	74%
212	Supplies-Fuel	38.76	7,137.83	27,500.00	27,500.00	20,362.17	26%
214	Supplies-Dept	61.50	6,612.56	11,000.00	11,000.00	4,387.44	60%
215	Supplies-Materials	0.00	6,015.26	0.00	0.00	-6,015.26	0%
217	Supplies-Uniforms	0.00	8,930.77	10,000.00	10,000.00	1,069.23	89%
220	Alcohol & Drug Ed.	0.00	0.00	1,000.00	1,000.00	1,000.00	0%
310	Travel and Transportation	39.40	1,115.38	3,000.00	3,000.00	1,884.62	37%
324	Dues and Subscriptions	0.00	548.00	6,300.00	6,300.00	5,752.00	9%
333	Utilities-Boat House and Range	0.00	0.00	500.00	500.00	500.00	0%
350	Repairs and Maint-Buildings	0.00	187.67	0.00	0.00	-187.67	0%
353	Repairs and Maint-Equipment	90.00	2,404.11	4,000.00	4,000.00	1,595.89	60%
354	Repairs and Maint-Vehicles	146.60	7,569.39	25,000.00	25,000.00	17,430.61	30%
490	Miscellaneous	0.00	265.00	1,000.00	1,000.00	735.00	27%
524	Computers	0.00	0.00	10,000.00	10,000.00	10,000.00	0%
691	Contractual Services	60.00	17,930.18	20,050.00	20,050.00	2,119.82	89%
	Account Total:	67,951.21	700,767.64	1,040,735.00	1,040,735.00	339,967.36	67%
	Account Group Total:	67,951.21	700,767.64	1,040,735.00	1,040,735.00	339,967.36	67%
434000 FIRE							
434000 FIRE							
100	SALARIES	28,902.90	279,901.72	449,000.00	449,000.00	169,098.28	62%
101	OVERTIME	0.00	0.00	25,000.00	25,000.00	25,000.00	0%
102	Salaries-Part Time	6,410.55	37,769.81	37,300.00	37,300.00	-469.81	101%
109	FICA	2,623.90	23,577.53	38,800.00	38,800.00	15,222.47	61%
110	Retirement	6,477.85	55,396.88	82,700.00	82,700.00	27,303.12	67%
111	Group Insurance	4,649.40	41,176.91	83,900.00	83,900.00	42,723.09	49%
120	401 (K) Contribution	1,480.32	12,054.03	23,405.00	23,405.00	11,350.97	52%
212	Supplies-Fuel	0.00	7,144.18	20,000.00	20,000.00	12,855.82	36%
214	Supplies-Dept	26.39	3,664.91	4,000.00	4,000.00	335.09	92%
215	Supplies-Materials	0.00	11,773.21	10,000.00	10,000.00	-1,773.21	118%
217	Supplies-Uniforms	157.16	2,634.50	6,000.00	6,000.00	3,365.50	44%
218	Supplies-Equipment	0.00	1,817.80	21,000.00	21,000.00	19,182.20	9%
310	Travel and Transportation	0.00	0.00	6,000.00	6,000.00	6,000.00	0%
324	Dues and Subscriptions	40.00	955.00	9,500.00	9,500.00	8,545.00	10%
330	Utilities	698.68	6,710.97	12,000.00	12,000.00	5,289.03	56%
351	Repairs and Maint-Grounds	0.00	-4,021.33	6,000.00	6,000.00	10,021.33	-67%
353	Repairs and Maint-Equipment	518.70	11,752.58	16,000.00	16,000.00	4,247.42	73%
354	Repairs and Maint-Vehicles	0.00	37,550.68	21,000.00	21,000.00	-16,550.68	179%
490	Miscellaneous	0.00	462.12	4,000.00	4,000.00	3,537.88	12%
514	Protective Clothing	0.00	134.74	16,000.00	16,000.00	15,865.26	1%
553	RADIO REPLACEMENT	0.00	0.00	10,000.00	10,000.00	10,000.00	0%

TOWN OF LAKE LURE
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 3 / 24

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avai lable Appropriation	% Committed
10 GENERAL FUND							
693	Fairfield Volunteer Fire Dept	0.00	67,000.00	67,000.00	67,000.00	0.00	100%
694	Chimney Rock Volunteer Fire Dept	0.00	35,000.00	35,000.00	35,000.00	0.00	100%
695	Bills Creek Volunteer Fire Dept	0.00	42,800.00	42,800.00	42,800.00	0.00	100%
	Account Total :	51,985.85	675,256.24	1,046,405.00	1,046,405.00	371,148.76	65%
	Account Group Total :	51,985.85	675,256.24	1,046,405.00	1,046,405.00	371,148.76	65%
451000 PUBLIC WORKS-STREETS							
451000 PUBLIC WORKS-STREETS							
100	SALARIES	16,359.01	148,694.88	295,000.00	295,000.00	146,305.12	50%
101	OVERTIME	0.00	0.00	16,000.00	16,000.00	16,000.00	0%
109	FICA	1,243.92	11,360.36	26,000.00	26,000.00	14,639.64	44%
110	Retirement	3,106.57	25,920.09	60,000.00	60,000.00	34,079.91	43%
111	Group Insurance	2,638.33	22,874.23	65,000.00	65,000.00	42,125.77	35%
120	401 (K) Contribution	619.60	5,609.18	22,000.00	22,000.00	16,390.82	25%
211	Supplies-Automotive	44.07	10,190.62	25,000.00	25,000.00	14,809.38	41%
212	Supplies-Fuel	0.00	153.13	0.00	0.00	-153.13	0%
214	Supplies-Dept	0.00	928.82	1,200.00	1,200.00	271.18	77%
215	Supplies-Materials	1,748.38	22,135.68	35,000.00	35,000.00	12,864.32	63%
217	Supplies-Uniforms	243.80	7,295.70	8,000.00	8,000.00	704.30	91%
310	Travel and Transportation	0.00	220.00	2,000.00	2,000.00	1,780.00	11%
330	Utilities	0.00	1,266.31	0.00	0.00	-1,266.31	0%
331	Utilities-Street Lights	0.00	6,406.60	15,000.00	15,000.00	8,593.40	43%
334	Utilities-Buildings	0.00	4,382.37	15,000.00	15,000.00	10,617.63	29%
350	Repairs and Maint-Buildings	294.95	5,184.35	30,000.00	30,000.00	24,815.65	17%
351	Repairs and Maint-Grounds	134.95	8,928.41	12,000.00	12,000.00	3,071.59	74%
353	Repairs and Maint-Equipment	0.00	20,803.77	30,000.00	30,000.00	9,196.23	69%
354	Repairs and Maint-Vehicles	0.00	7,019.82	20,000.00	20,000.00	12,980.18	35%
691	Contractual Services	0.00	7,850.00	20,000.00	20,000.00	12,150.00	39%
	Account Total :	26,433.58	317,224.32	697,200.00	697,200.00	379,975.68	45%
	Account Group Total :	26,433.58	317,224.32	697,200.00	697,200.00	379,975.68	45%
472000 SANITATION							
472000 SANITATION							
691	Contractual Services	29,830.00	119,320.00	180,000.00	180,000.00	60,680.00	66%
692	Contractual Services-Recycling	3,104.00	12,392.00	15,000.00	15,000.00	2,608.00	83%
696	Tipping Fees	5,570.00	24,267.49	40,000.00	40,000.00	15,732.51	61%
	Account Total :	38,504.00	155,979.49	235,000.00	235,000.00	79,020.51	66%
	Account Group Total :	38,504.00	155,979.49	235,000.00	235,000.00	79,020.51	66%
473000 DAM/Watershed Protection							
473000 DAM/Watershed Protection							
351	Repairs and Maint-Grounds	0.00	0.00	10,000.00	10,000.00	10,000.00	0%
352	Repairs and Maint-Dam	0.00	0.00	15,000.00	15,000.00	15,000.00	0%
	Account Total :	0.00	0.00	25,000.00	25,000.00	25,000.00	0%
	Account Group Total :	0.00	0.00	25,000.00	25,000.00	25,000.00	0%

TOWN OF LAKE LURE
Statement of Expenditure - Budget vs. Actual Report
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Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avai lable Appropriation	% Committed
10 GENERAL FUND							
492000 ECONOMIC DEVELOPMENT							
492000 ECONOMIC DEVELOPMENT							
	100 SALARIES	4,331.61	38,538.48	67,500.00	67,500.00	28,961.52	57%
	109 FICA	331.15	2,927.88	5,125.00	5,125.00	2,197.12	57%
	110 Retirement	822.58	6,916.15	12,200.00	12,200.00	5,283.85	57%
	111 Group Insurance	664.20	5,609.72	10,450.00	10,450.00	4,840.28	54%
	120 401 (K) Contribution	216.58	1,901.93	3,525.00	3,525.00	1,623.07	54%
	214 Supplies-Dept	0.00	58.69	0.00	0.00	-58.69	0%
	585 Community Branding	198.45	12,514.88	20,000.00	20,000.00	7,485.12	63%
	Account Total :	6,564.57	68,467.73	118,800.00	118,800.00	50,332.27	58%
	Account Group Total :	6,564.57	68,467.73	118,800.00	118,800.00	50,332.27	58%
493000 COMMUNITY DEVELOPMENT							
493000 COMMUNITY DEVELOPMENT							
	100 SALARIES	20,868.02	188,117.07	299,000.00	299,000.00	110,882.93	63%
	109 FICA	1,546.06	13,921.00	23,000.00	23,000.00	9,079.00	61%
	110 Retirement	3,893.00	33,447.18	54,000.00	54,000.00	20,552.82	62%
	111 Group Insurance	2,609.46	21,922.66	42,300.00	42,300.00	20,377.34	52%
	120 401 (K) Contribution	263.78	2,374.02	15,000.00	15,000.00	12,625.98	16%
	180 Legal Services	358.20	3,151.34	25,000.00	25,000.00	21,848.66	13%
	212 Supplies-Fuel	0.00	468.63	1,000.00	1,000.00	531.37	47%
	214 Supplies-Dept	0.00	195.46	6,000.00	6,000.00	5,804.54	3%
	215 Supplies-Materials	0.00	1,176.32	0.00	0.00	-1,176.32	0%
	310 Travel and Transportation	0.00	700.49	5,000.00	5,000.00	4,299.51	14%
	324 Dues and Subscriptions	0.00	60.00	2,000.00	2,000.00	1,940.00	3%
	370 Advertising	0.00	0.00	2,000.00	2,000.00	2,000.00	0%
	410 RENTS	0.00	6,000.00	20,000.00	20,000.00	14,000.00	30%
	515 In-stream Sedimentation Study	0.00	251.94	0.00	0.00	-251.94	0%
	691 Contractual Services	0.00	7,778.71	19,000.00	19,000.00	11,221.29	41%
	Account Total :	29,538.52	279,564.82	513,300.00	513,300.00	233,735.18	54%
	Account Group Total :	29,538.52	279,564.82	513,300.00	513,300.00	233,735.18	54%
613000 PARKS, RECREATION & LAKE							
613000 PARKS, RECREATION & LAKE							
	100 SALARIES	22,505.60	211,327.09	299,000.00	299,000.00	87,672.91	71%
	102 Salaries-Part Time	0.00	929.25	0.00	0.00	-929.25	0%
	109 FICA	1,643.11	15,442.14	24,000.00	24,000.00	8,557.86	64%
	110 Retirement	4,313.32	38,272.55	55,000.00	55,000.00	16,727.45	70%
	111 Group Insurance	3,985.20	33,425.16	62,700.00	62,700.00	29,274.84	53%
	120 401 (K) Contribution	1,119.52	10,397.21	15,000.00	15,000.00	4,602.79	69%
	212 Supplies-Fuel	0.00	9,572.32	15,000.00	15,000.00	5,427.68	64%
	213 Supplies-Boat Fuel & Supplies	0.00	581.90	12,000.00	12,000.00	11,418.10	5%
	214 Supplies-Dept	0.00	9,991.40	5,000.00	5,000.00	-4,991.40	200%
	215 Supplies-Materials	0.00	12,063.63	25,000.00	25,000.00	12,936.37	48%
	216 Supplies-Fish Purchase	0.00	0.00	8,000.00	8,000.00	8,000.00	0%
	217 Supplies-Uniforms	0.00	479.75	1,500.00	1,500.00	1,020.25	32%
	219 Boat and Fishing Permits	0.00	0.00	6,500.00	6,500.00	6,500.00	0%
	310 Travel and Transportation	0.00	269.97	3,000.00	3,000.00	2,730.03	9%
	330 Utilities	0.00	603.38	6,700.00	6,700.00	6,096.62	9%
	335 Flowering Bridge Lighting	0.00	794.01	3,500.00	3,500.00	2,705.99	23%

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Statement of Expenditure - Budget vs. Actual Report
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Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avai lable Appropriation	% Committed
10 GENERAL FUND							
	350 Repai rs and Maint-Bui ldings	16,390.00	17,102.68	0.00	0.00	-17,102.68	0%
	351 Repai rs and Maint-Grounds	5,946.14	11,960.81	85,000.00	85,000.00	73,039.19	14%
	353 Repai rs and Maint-Equipment	0.00	55,034.13	14,000.00	14,000.00	-41,034.13	393%
	508 Rewri te Zoni ng & Land Dev.	0.00	0.00	40,500.00	40,500.00	40,500.00	0%
	691 Contractual Servi ces	18,462.14	33,251.15	40,500.00	40,500.00	7,248.85	82%
	Account Total :	74,365.03	461,498.53	721,900.00	721,900.00	260,401.47	64%
	Account Group Total :	74,365.03	461,498.53	721,900.00	721,900.00	260,401.47	64%
615000 BEACH & MARINA							
615000 BEACH & MARINA							
	214 Suppl i es-Dept	0.00	0.00	2,000.00	2,000.00	2,000.00	0%
	350 Repai rs and Maint-Bui ldings	0.00	435.75	4,000.00	4,000.00	3,564.25	11%
	351 Repai rs and Maint-Grounds	3,773.96	9,081.12	10,200.00	10,200.00	1,118.88	89%
	353 Repai rs and Maint-Equipment	510.85	510.85	1,300.00	1,300.00	789.15	39%
	Account Total :	4,284.81	10,027.72	17,500.00	17,500.00	7,472.28	57%
	Account Group Total :	4,284.81	10,027.72	17,500.00	17,500.00	7,472.28	57%
713000 WATER							
713000 WATER							
	353 Repai rs and Maint-Equipment	0.00	10,675.00	0.00	0.00	-10,675.00	0%
	Account Total :	0.00	10,675.00	0.00	0.00	-10,675.00	0%
	Account Group Total :	0.00	10,675.00	0.00	0.00	-10,675.00	0%
714000 SEWER							
714000 SEWER							
	355 Repai rs and Maint-Collection	787.50	787.50	0.00	0.00	-787.50	0%
	Account Total :	787.50	787.50	0.00	0.00	-787.50	0%
	Account Group Total :	787.50	787.50	0.00	0.00	-787.50	0%
800000 CAPITAL OUTLAY/SPECIAL PROJECTS							
800000 CAPITAL OUTLAY/SPECIAL PROJECTS							
	504 VEHI CLES	0.00	58,459.98	60,000.00	60,000.00	1,540.02	97%
	505 HYDRO-Emergency Small Generator	0.00	16,281.74	0.00	0.00	-16,281.74	0%
	506 HVAC System/Police	0.00	3,720.67	0.00	0.00	-3,720.67	0%
	513 FIRE-SCBA APPARATUS	0.00	0.00	20,000.00	20,000.00	20,000.00	0%
	516 PUBLIC SERVI CES BLDG	0.00	850.00	70,000.00	70,000.00	69,150.00	1%
	530 P&R-Mower	0.00	38,776.60	115,000.00	115,000.00	76,223.40	34%
	541 POLICE-Vehi cles	0.00	0.00	120,000.00	120,000.00	120,000.00	0%
	550 Other Equipment	0.00	4,810.00	6,000.00	6,000.00	1,190.00	80%
	557 FIREFLY COVE SYSTEM	0.00	18,567.17	0.00	0.00	-18,567.17	0%
	592 PW-Street Paving	0.00	27,950.00	175,000.00	175,000.00	147,050.00	16%
	691 Contractual Servi ces	0.00	7,500.00	0.00	0.00	-7,500.00	0%
	697 Dredging & Debris Removal	0.00	400.00	1,000,000.00	1,000,000.00	999,600.00	0%
	Account Total :	0.00	177,316.16	1,566,000.00	1,566,000.00	1,388,683.84	11%
	Account Group Total :	0.00	177,316.16	1,566,000.00	1,566,000.00	1,388,683.84	11%

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Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
10 GENERAL FUND							
910000 DEBT SERVICE							
910000 DEBT SERVICE							
	504 VEHICLES	0.00	5,966.84	44,500.00	44,500.00	38,533.16	13%
	541 POLICE-Vehicles	0.00	6,147.52	17,225.00	17,225.00	11,077.48	36%
	544 Work Truck	0.00	0.00	15,000.00	15,000.00	15,000.00	0%
	550 Other Equipment	0.00	8,650.80	144,500.00	144,500.00	135,849.20	6%
	561 Brdwalk-Marina Bay	0.00	0.00	101,900.00	101,900.00	101,900.00	0%
	573 Barge/Excavator	0.00	43,077.88	0.00	0.00	-43,077.88	0%
	720 Bond Interest	0.00	1,631.96	58,500.00	58,500.00	56,868.04	3%
	Account Total :	0.00	65,475.00	381,625.00	381,625.00	316,150.00	17%
	Account Group Total :	0.00	65,475.00	381,625.00	381,625.00	316,150.00	17%
920000 Non-Governmental							
920000 Non-Governmental							
	130 Unemployment	0.00	0.00	5,000.00	5,000.00	5,000.00	0%
	450 Insurance	0.00	202,782.02	180,000.00	180,000.00	-22,782.02	113%
	751 Bank Fees	0.00	10.35	3,000.00	3,000.00	2,989.65	0%
	Account Total :	0.00	202,792.37	188,000.00	188,000.00	-14,792.37	108%
	Account Group Total :	0.00	202,792.37	188,000.00	188,000.00	-14,792.37	108%
980000 TRANSFERS							
980000 TRANSFERS							
	967 Transfer to Capital Reserve Fund	0.00	0.00	1,600,000.00	1,600,000.00	1,600,000.00	0%
	Account Total :	0.00	0.00	1,600,000.00	1,600,000.00	1,600,000.00	0%
	Account Group Total :	0.00	0.00	1,600,000.00	1,600,000.00	1,600,000.00	0%
	Fund Total :	371,145.15	3,978,097.27	9,511,465.00	9,511,465.00	5,533,367.73	42%
21 Capital Reserve Fund							
473000 DAM/Watershed Protection							
473000 DAM/Watershed Protection							
	180 Legal Services	0.00	1,050.00	0.00	0.00	-1,050.00	0%
	Account Total :	0.00	1,050.00	0.00	0.00	-1,050.00	0%
	Account Group Total :	0.00	1,050.00	0.00	0.00	-1,050.00	0%
713000 WATER							
713000 WATER							
	190 Engineering Services	0.00	7,085.00	0.00	0.00	-7,085.00	0%
	Account Total :	0.00	7,085.00	0.00	0.00	-7,085.00	0%
	Account Group Total :	0.00	7,085.00	0.00	0.00	-7,085.00	0%
980000 TRANSFERS							
980000 TRANSFERS							
	958 Transfer to Fund Balance	0.00	0.00	1,600,000.00	1,600,000.00	1,600,000.00	0%
	Account Total :	0.00	0.00	1,600,000.00	1,600,000.00	1,600,000.00	0%
	Account Group Total :	0.00	0.00	1,600,000.00	1,600,000.00	1,600,000.00	0%

TOWN OF LAKE LURE
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 3 / 24

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avai lable Appropriation	% Committed
Fund Total :		0.00	8,135.00	1,600,000.00	1,600,000.00	1,591,865.00	1%
22 DAM Capital Projects Fund							
473000 DAM/Watershed Protection							
473000 DAM/Watershed Protection							
	190 Engineering Services	0.00	36,931.44	0.00	0.00	-36,931.44	0%
	691 Contractual Services	0.00	1,096,200.00	0.00	0.00	-1,096,200.00	0%
	Account Total :	0.00	1,133,131.44	0.00	0.00	-1,133,131.44	0%
	Account Group Total :	0.00	1,133,131.44	0.00	0.00	-1,133,131.44	0%
713000 WATER							
713000 WATER							
	691 Contractual Services	0.00	592,296.50	0.00	0.00	-592,296.50	0%
	Account Total :	0.00	592,296.50	0.00	0.00	-592,296.50	0%
	Account Group Total :	0.00	592,296.50	0.00	0.00	-592,296.50	0%
720000 ELECTRIC OPERATIONS							
720000 ELECTRIC OPERATIONS							
	691 Contractual Services	0.00	1,300.00	0.00	0.00	-1,300.00	0%
	Account Total :	0.00	1,300.00	0.00	0.00	-1,300.00	0%
	Account Group Total :	0.00	1,300.00	0.00	0.00	-1,300.00	0%
	Fund Total :	0.00	1,726,727.94	0.00	0.00	-1,726,727.94	0%
53 WATER AND SEWER FUND							
713000 WATER							
713000 WATER							
	100 SALARIES	0.00	0.00	150,000.00	150,000.00	150,000.00	0%
	109 FICA	0.00	0.00	11,200.00	11,200.00	11,200.00	0%
	110 Retirement	0.00	0.00	24,000.00	24,000.00	24,000.00	0%
	111 Group Insurance	0.00	0.00	20,000.00	20,000.00	20,000.00	0%
	120 401 (K) Contribution	0.00	0.00	7,500.00	7,500.00	7,500.00	0%
	214 Supplies-Dept	0.00	2,054.42	15,000.00	15,000.00	12,945.58	14%
	310 Travel and Transportation	0.00	265.00	4,000.00	4,000.00	3,735.00	7%
	324 Dues and Subscriptions	0.00	2,050.00	2,000.00	2,000.00	-50.00	103%
	330 Utilities	0.00	8,169.73	15,000.00	15,000.00	6,830.27	54%
	350 Repairs and Maint-Buildings	0.00	17,172.57	20,000.00	20,000.00	2,827.43	86%
	353 Repairs and Maint-Equipment	3,300.00	33,617.70	60,000.00	60,000.00	26,382.30	56%
	358 Repairs and Maint-Lines	1,403.00	1,508.00	18,000.00	18,000.00	16,492.00	8%
	430 Equipment Rental	0.00	0.00	500.00	500.00	500.00	0%
	691 Contractual Services	0.00	5,778.71	24,000.00	24,000.00	18,221.29	24%
	Account Total :	4,703.00	70,616.13	371,200.00	371,200.00	300,583.87	19%
	Account Group Total :	4,703.00	70,616.13	371,200.00	371,200.00	300,583.87	19%

TOWN OF LAKE LURE
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 3 / 24

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
53 WATER AND SEWER FUND							
714000 SEWER							
714000 SEWER							
	103 Professional Services	0.00	0.00	3,000.00	3,000.00	3,000.00	0%
	212 Supplies-Fuel	0.00	39.79	0.00	0.00	-39.79	0%
	214 Supplies-Dept	0.00	65.99	800.00	800.00	734.01	8%
	215 Supplies-Materials	0.00	51,545.41	180,000.00	180,000.00	128,454.59	29%
	310 Travel and Transportation	0.00	270.00	6,000.00	6,000.00	5,730.00	5%
	320 Postage	0.00	311.10	4,000.00	4,000.00	3,688.90	8%
	330 Utilities	0.00	3,563.50	16,000.00	16,000.00	12,436.50	22%
	350 Repairs and Maint-Buildings	0.00	11,765.00	25,000.00	25,000.00	13,235.00	47%
	353 Repairs and Maint-Equipment	1,854.00	32,388.39	45,000.00	45,000.00	12,611.61	72%
	355 Repairs and Maint-Collection	0.00	35,146.88	25,000.00	25,000.00	-10,146.88	141%
	358 Repairs and Maint-Lines	610.64	610.64	15,000.00	15,000.00	14,389.36	4%
	690 Contractual Services-Sludge	0.00	112,898.74	160,000.00	160,000.00	47,101.26	71%
	691 Contractual Services	0.00	67,082.17	79,000.00	79,000.00	11,917.83	85%
	699 Contractual Services-WWTP Operator	0.00	22,045.00	40,000.00	40,000.00	17,955.00	55%
	Account Total:	2,464.64	337,732.61	598,800.00	598,800.00	261,067.39	56%
	Account Group Total:	2,464.64	337,732.61	598,800.00	598,800.00	261,067.39	56%
720000 ELECTRIC OPERATIONS							
720000 ELECTRIC OPERATIONS							
	330 Utilities	0.00	250.62	0.00	0.00	-250.62	0%
	352 Repairs and Maint-Dam	0.00	2,462.00	0.00	0.00	-2,462.00	0%
	Account Total:	0.00	2,712.62	0.00	0.00	-2,712.62	0%
	Account Group Total:	0.00	2,712.62	0.00	0.00	-2,712.62	0%
800000 CAPITAL OUTLAY/SPECIAL PROJECTS							
800000 CAPITAL OUTLAY/SPECIAL PROJECTS							
	356 Repairs and Maint-Pumps and Motors	0.00	0.00	90,000.00	90,000.00	90,000.00	0%
	505 HYDRO-Emergency Small Generator	0.00	5,989.06	12,000.00	12,000.00	6,010.94	50%
	523 PW-Pickup Truck Replacement	0.00	0.00	48,000.00	48,000.00	48,000.00	0%
	541 POLICE-Vehicles	0.00	7,435.75	0.00	0.00	-7,435.75	0%
	544 Work Truck	0.00	0.00	75,000.00	75,000.00	75,000.00	0%
	547 CAMERAS/CAMERAS	0.00	0.00	95,000.00	95,000.00	95,000.00	0%
	557 FIREFLY COVE SYSTEM	0.00	127,783.94	0.00	0.00	-127,783.94	0%
	Account Total:	0.00	141,208.75	320,000.00	320,000.00	178,791.25	44%
	Account Group Total:	0.00	141,208.75	320,000.00	320,000.00	178,791.25	44%
820000 BONUSES (PERFORMANCE & LONGEVITY)							
820000 BONUSES (PERFORMANCE & LONGEVITY)							
	100 SALARIES	0.00	0.00	15,000.00	15,000.00	15,000.00	0%
	Account Total:	0.00	0.00	15,000.00	15,000.00	15,000.00	0%
	Account Group Total:	0.00	0.00	15,000.00	15,000.00	15,000.00	0%
910000 DEBT SERVICE							

TOWN OF LAKE LURE
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 3 / 24

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Avai lable Appropriation	% Committed
53 WATER AND SEWER FUND							
910000 DEBT SERVICE							
	611 SRL Fund Project	0.00	0.00	55,955.00	55,955.00	55,955.00	0%
	612 Joint Wrapping Project	0.00	0.00	63,990.00	63,990.00	63,990.00	0%
	Account Total :	0.00	0.00	119,945.00	119,945.00	119,945.00	0%
	Account Group Total :	0.00	0.00	119,945.00	119,945.00	119,945.00	0%
980000 TRANSFERS							
980000 TRANSFERS							
	958 Transfer to Fund Balance	0.00	0.00	225,415.00	225,415.00	225,415.00	0%
	Account Total :	0.00	0.00	225,415.00	225,415.00	225,415.00	0%
	Account Group Total :	0.00	0.00	225,415.00	225,415.00	225,415.00	0%
	Fund Total :	7,167.64	552,270.11	1,650,360.00	1,650,360.00	1,098,089.89	33%
56 ELECTRIC FUND							
720000 ELECTRIC OPERATIONS							
720000 ELECTRIC OPERATIONS							
	100 SALARIES	18,468.94	170,297.78	62,000.00	62,000.00	-108,297.78	275%
	103 Professional Services	0.00	0.00	40,000.00	40,000.00	40,000.00	0%
	109 FICA	1,335.16	12,346.55	4,800.00	4,800.00	-7,546.55	257%
	110 Retirement	3,507.24	30,133.25	12,090.00	12,090.00	-18,043.25	249%
	111 Group Insurance	1,992.60	16,647.40	10,000.00	10,000.00	-6,647.40	166%
	120 401 (K) Contribution	635.96	5,711.64	4,500.00	4,500.00	-1,211.64	127%
	212 Supplies-Fuel	0.00	1,389.07	6,000.00	6,000.00	4,610.93	23%
	214 Supplies-Dept	152.00	227.00	6,200.00	6,200.00	5,973.00	4%
	321 Telephone	0.00	-40.67	3,000.00	3,000.00	3,040.67	-1%
	330 Utilities	0.00	1,516.54	6,000.00	6,000.00	4,483.46	25%
	350 Repairs and Maint-Buildings	107.00	287.00	25,000.00	25,000.00	24,713.00	1%
	352 Repairs and Maint-Dam	0.00	2,419.00	0.00	0.00	-2,419.00	0%
	353 Repairs and Maint-Equipment	458.40	4,354.25	40,000.00	40,000.00	35,645.75	11%
	691 Contractual Services	0.00	0.00	42,000.00	42,000.00	42,000.00	0%
	967 Transfer to Capital Reserve Fund	0.00	0.00	38,560.00	38,560.00	38,560.00	0%
	Account Total :	26,657.30	245,288.81	300,150.00	300,150.00	54,861.19	82%
	Account Group Total :	26,657.30	245,288.81	300,150.00	300,150.00	54,861.19	82%
	Fund Total :	26,657.30	245,288.81	300,150.00	300,150.00	54,861.19	82%
58 Capital Sewer Project Fund							
714000 SEWER							
714000 SEWER							
	691 Contractual Services	0.00	14,095.00	0.00	0.00	-14,095.00	0%
	Account Total :	0.00	14,095.00	0.00	0.00	-14,095.00	0%
	Account Group Total :	0.00	14,095.00	0.00	0.00	-14,095.00	0%
	Fund Total :	0.00	14,095.00	0.00	0.00	-14,095.00	0%

TOWN OF LAKE LURE
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 3 / 24

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
75 CHIMNEY ROCK WATER FUND							
713000 WATER							
713000 WATER							
	214 Supplies-Dept	0.00	700.00	0.00	0.00	-700.00	0%
	968 Payments to Chimney Rock Water	6,390.40	58,431.39	0.00	0.00	-58,431.39	0%
	Account Total :	6,390.40	59,131.39	0.00	0.00	-59,131.39	0%
	Account Group Total :	6,390.40	59,131.39	0.00	0.00	-59,131.39	0%
	Fund Total :	6,390.40	59,131.39	0.00	0.00	-59,131.39	0%
	Grand Total :	411,360.49	6,583,745.52	13,061,975.00	13,061,975.00	6,478,229.48	50%

V

PUBLIC HEARING

A. Ordinance No. 24-04-09 Amending Zoning Ordinances Section 36-64 (5)

- ii. Staff Report
- ii. Public Hearing
- iii. Council Deliberation
- iv. Consideration of Adoption of Ordinance No. 24-04-09

A. Ordinance No. 24-04-09A Amending Code of Ordinances Chapter 6 (“Buildings and Building Regulations”), Article III (“Lake Structures”)

- ii. Staff Report
- ii. Public Hearing
- iii. Council Deliberation
- iv. Consideration of Adoption of Ordinance No. 24-04-09A

**LAKE LURE TOWN COUNCIL
AGENDA ITEM REQUEST FORM
Meeting Date: April 9, 2024**

SUBJECT: Ordinance No. 24-04-09 Amending Zoning Ordinances Section 36-64 (5)

AGENDA INFORMATION:

Agenda Location: Public Hearing

Item Number: A

Department: Community Development

Contact: Michael Williams, Community Development Director

Presenter: Michael Williams, Community Development Director

BRIEF SUMMARY:

As of current, the Zoning Ordinances deem that a Commercial General lot that abuts upon property used for residential purposes must provide a buffer strip as defined within the ordinances. Zoning and Planning Board has recommended that it would be more appropriate to determine buffer requirements for Commercial General lots abutting upon property using zoned for residential, rather than used for residential. Ordinance No. 24-04-09 amends Sec. 36-64 (5) to reflect the recommendation of the Zoning and Planning Board.

RECOMMENDED MOTION AND REQUESTED ACTIONS:

To adopt Ordinance No. 24-04-09 Amending Zoning Ordinances Section 36-64 (5).

ATTACHMENTS:

Ordinance No. 24-04-09 Amending Zoning Ordinances Section 36-64 (5)

STAFF'S COMMENTS AND RECOMMENDATIONS:

Staff recommends adoption.

ORDINANCE NUMBER 24-04-09

AN ORDINANCE AMENDING ZONING ORDINANCES SECTION 36-64 (5)

WHEREAS, the Town of Lake Lure establishes zoning regulations for the Commercial General District; and

WHEREAS, the Zoning Ordinances currently deem that a Commercial General lot that abuts upon property used for residential purposes must provide a buffer strip as defined within the ordinances; and

WHEREAS, the Zoning and Planning Board has recommended that it would be more appropriate to determine buffer requirements for Commercial General lots abutting upon property using zoned for residential, rather than used for residential.

NOW, THEREFORE BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF LAKE LURE, NORTH CAROLINA, MEETING IN REGULAR SESSION AND WITH A MAJORITY OF TOWN COUNCIL VOTING IN THE AFFIRMATIVE.

[ADDITIONS TO TEXT ARE UNDERLINED; DELETIONS ARE ~~STRUCK THROUGH~~]

SECTION ONE. Zoning Ordinances Section 36-46 (“CG Commercial General District”), Subsection (f) (“Front, Rear, and Side Yard Requirements”), subsection (5) is hereby amended as follows:

(5) Where the lot abuts upon property used zoned for residential purposes, a buffer strip shall be provided along the side and/or rear lot line of such abutting residential ~~use zone~~. If a fence or wall is used, such fence or wall shall be opaque and not less than eight feet in height. If a planted buffer is used, such buffer strip shall be not less than eight feet in width and shall be composed of evergreen trees or shrubs which at planting will be at least four feet high and at maturity will be not less than eight feet high. This requirement may be modified by the board of adjustment where sufficient natural buffering exists.

SECTION TWO. All provisions of any Town Ordinance inconsistent with the language herein adopted are hereby repealed.

SECTION THREE. The Town of Lake Lure Town Council deems Ordinance No. 24-04-09 to be consistent with the Lake Lure comprehensive plan because it enhances and clarifies land use and zoning regulations.

SECTION FOUR. The Town of Lake Lure Town Council deems Ordinance No. 24-04-09 to be reasonable and in the public interest because because it requires that the buffer be established in conjunction with commencement of the commercial use.

SECTION FIVE. This Ordinance and the rules, regulations, provisions, requirements, orders and matters established and adopted hereby shall take effect and be in full force and effect immediately from after the date of its final passage and adoption.

READ, APPROVED, AND ADOPTED this _____ day of _____, 2024.

ATTEST:

Olivia Stewman
Town Clerk

Carol C. Pritchett
Mayor

Approved as to content & form:

William C. Morgan, Jr.
Town Attorney

**LAKE LURE TOWN COUNCIL
AGENDA ITEM REQUEST FORM
Meeting Date: April 9, 2024**

SUBJECT: Ordinance No. 24-04-09A Amending Code of Ordinances Chapter 6 (“Buildings and Building Regulations”), Article III (“Lake Structures”)

AGENDA INFORMATION:

Agenda Location: Public Hearing

Item Number: B

Department: Community Development

Contact: Michael Williams, Community Development Director

Presenter: Michael Williams, Community Development Director

BRIEF SUMMARY:

The Lake Structure Ordinances do not address accessory storage closets and it has been deemed necessary to define and regulate accessory storage closets. Ordinance No. 24-04-09A amends the Lake Structure Ordinances to define accessory storage closed and to provide regulatory guidance on such structures.

RECOMMENDED MOTION AND REQUESTED ACTIONS:

To adopt Ordinance No. 24-04-09A Amending Code of Ordinances Chapter 6 (“Buildings and Building Regulations”), Article III (“Lake Structures”)

ATTACHMENTS:

Ordinance No. 24-04-09A Amending Code of Ordinances Chapter 6 (“Buildings and Building Regulations”), Article III (“Lake Structures”)

STAFF’S COMMENTS AND RECOMMENDATIONS:

Staff recommends adoption.

ORDINANCE NUMBER 24-04-09A

AN ORDINANCE AMENDING CODE OF ORDINANCES CHAPTER 6 (“BUILDINGS AND BUILDING REGULATIONS”), ARTICLE III (“LAKE STRUCTURES”)

WHEREAS, the Town of Lake Lure establishes regulations for the lake structures; and

WHEREAS, the Lake Structures ordinances do not address accessory storage closets; and

WHEREAS, it has been deemed necessary to define and regulate accessory storage closets within the Lake Structures ordinances; and

WHEREAS, the Zoning and Planning Board has provided a recommendation to incorporate the definition and regulation of accessory storage closets to the Lake Structures ordinances.

NOW, THEREFORE BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF LAKE LURE, NORTH CAROLINA, MEETING IN REGULAR SESSION AND WITH A MAJORITY OF TOWN COUNCIL VOTING IN THE AFFIRMATIVE.

[ADDITIONS TO TEXT ARE UNDERLINED; DELETIONS ARE ~~STRUCK-THROUGH~~]

SECTION ONE. The following definition is hereby added to Code of Ordinances Chapter 6 (“Buildings and Building Regulations”), Article III (“Lake Structures”), Section 6-48 (“Definitions”):

Accessory storage closet means an exterior located, enclosed space on a dock, pier, or covered boat slip, used for permanent or temporary storage

SECTION TWO. A new subsection 8 to Code of Ordinances Chapter 6 (“Buildings and Building Regulations”), Article III (“Lake Structures”), Section 6-51 (“Design and Construction Standards”), is hereby added as follows:

Accessory storage closets shall not exceed 50% of the area of a dock, pier, or covered boat slip or 144 square feet, whichever is less; shall have no utilities other than electrical that is inspected and approved by the county building inspector, shall not be rooftop located and shall not be used as living space.

SECTION THREE. The existing subsection 8 shall become subsection 9 and the remaining subsections within Section 6-51 shall be renumbered accordingly.

SECTION FOUR. All provisions of any Town Ordinance inconsistent with the language herein adopted are hereby repealed.

SECTION FIVE. The Town of Lake Lure Town Council deems Ordinance No. 24-04-09A to be consistent with the Lake Lure comprehensive plan because it enhances and clarifies land use and lake structure regulations.

SECTION SIX. The Town of Lake Lure Town Council deems Ordinance No. 24-04-09A to be reasonable and in the public interest because it addresses a need that is demonstrated by recurring requests from citizens and provides for the safe storage of personal property.

SECTION SEVEN. This Ordinance and the rules, regulations, provisions, requirements, orders and matters established and adopted hereby shall take effect and be in full force and effect immediately from after the date of its final passage and adoption.

READ, APPROVED, AND ADOPTED this _____ day of _____, 2024.

ATTEST:

Olivia Stewman
Town Clerk

Carol C. Pritchett
Mayor

Approved as to content & form:

William C. Morgan, Jr.
Town Attorney

VI
COUNCIL LIAISON
REPORTS AND
COMMENTS

VII PRESENTATIONS

- A. Town of Lake Lure Arbor Day
Celebration

**LAKE LURE TOWN COUNCIL
AGENDA ITEM REQUEST FORM
Meeting Date: April 9, 2024**

SUBJECT: Town of Lake Lure Arbor Day Celebration

AGENDA INFORMATION:

Agenda Location: Presentations

Item Number: A

Department: Community Development; Parks, Rec., & Lake

Contact: Richard Carpenter, Dev. and Environ. Review Specialist

Presenter: Richard Carpenter, Dev. and Environ. Review Specialist

BRIEF SUMMARY:

Development and Environmental Review Specialist Richard Carpenter will present information about the 2024 Town of Lake Lure Arbor Day Celebration. The event is set to take place on April 26th at 11:00 a.m. at Morse Park.

VIII

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, ostewman@townoflakelure.com, at least one hour prior to the meeting.

IX

CONSENT AGENDA

- A. Approval of the March 12, 2024 Regular Town Council Meeting, the March 21, 2024 Special Town Council Meeting, the March 25, 2024 Special Town Council Meeting, and the March 27, 2024 Town Council Work Session and Action Meeting Minutes**



**MINUTES OF THE REGULAR MEETING OF THE LAKE LURE TOWN COUNCIL
HELD TUESDAY, MARCH 12, 2024, 5:00 P.M. AT THE LAKE LURE MUNICIPAL
CENTER**

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

William Morgan, Jr., Town Attorney
William Hank Perkins, Jr., Town Manager
Stephen Ford, Finance Director
Dean Lindsey, Public Services Director
Michael Williams, Community Development Director
Laura Krejci, Communications Director

ABSENT: N/A

I. CALL TO ORDER

Mayor Carol C. Pritchett called the meeting to order at 5:00 p.m. Council members led the pledge of allegiance and Commissioner Patrick Bryant led the invocation.

II. APPROVE THE AGENDA

Commissioner Bryant made a motion to approve the agenda, as presented. Commissioner Proctor seconded and all voted in favor.

III. MAYOR'S COMMUNICATIONS

Mayor Pritchett thanked all individuals in attendance. It was announced that Pam Keith passed away this week. Mayor Pritchett expressed that Mrs. Keith was an important member of the community and that the Town is sending thoughts and prayers.

IV. TOWN MANAGER COMMUNICATIONS

Town Manager Hank Perkins summarized highlights from his Manager's Report for February which is available in the meeting packet.

Commissioner DiOrio asked if Council will see a complete comprehensive map of the water system after the water Asset Inventory Assessment (AIA) and lead service line (LSL) projects are completed. Manager Perkins explained that mapping is part of the projects. Public Services Director Dean Lindsey explained that the difference between the two projects is that the AIA is for mapping the system and LSL will be the identifying of the water lines. Director Lindsey added that sewer system AIA will result in a map of the sewer system.

Commissioner DiOrio asked if there is an anticipated date for when fire boat will be back in service and Manager Perkins explained that the last update that he received was that the insurance company is working on replacing the motors, but explained that he does not have a schedule for replacement at this time.

Town Manager Perkins reported that the following actions were taken at the February work session and action meeting:

- Authorization to remove the Pool Creek Park fence
- Authorization to accept Conserving Carolina's donation of the Youngs Mountain Trail property, once the parking lot and trail are completed
- Approval of the Parks, Recreation, and Lake Director position description
- Authorization to give the three destroyed lake structures in the Quail Cove cluster mooring 90 days for condemnation and six months for engineered judgements to be provided for all of the other structures in the Quail Cove cluster mooring
- Approval to Amend the Lake Lure Tours Concession Agreement provision to open the beach following Labor Day for unsupervised access
- Authorization for the Town Attorney to seek injunctive relief for abatement of unsafe lake structures

Commissioner DiOrio noted that on the abatement, it is his understanding that the boat house is being removed from the lake. Manager Perkins stated that the property owner is proceeding and the abatement is not necessary at this time.

V. PUBLIC HEARING

A. ORDINANCE NO. 24-03-12 AMENDING THE TOWN OF LAKE LURE ZONING ORDINANCES SECTION 36-70 (“BUILDING SITE MINIMUM DIMENSIONAL REQUIREMENTS”)

I. STAFF REPORT

Community Development Director Michael Williams explained that there is a conflict in the ordinances between R-4 zoning and the schedule of all various district setbacks. Director Williams explained that this ordinance fixes a discrepancy within the zoning ordinances. It was determined to be most appropriate to amend the schedule to match the R-4 description. It was noted that the Zoning and Planning Board reviewed and provided a recommendation.

II. PUBLIC HEARING

Commissioner Doster made a motion to open the public hearing. Commissioner DiOrio seconded and the motion carried 4-0.

There were no comments from the public.

III. COMMISSION DELIBERATION

Council members expressed support for the proposed changes.

Director Williams pointed out that the agenda item is titled incorrectly and that it should be amending Section 36-70, not Section 36-60.

IV. CONSIDERATION FOR ADOPTION OF ORDINANCE NO. 24-03-12 AMENDING THE TOWN OF LAKE LURE ZONING ORDINANCES SECTION 36-70 (“BUILDING SITE MINIMUM DIMENSIONAL REQUIREMENTS”)

Commissioner Doster made a motion to adopt, with the corrected section within the title. Commissioner DiOrio seconded and all voted in favor. Ordinance No. 24-03-12 was adopted as follows:

ORDINANCE NUMBER 24-03-12

AN ORDINANCE AMENDING THE TOWN OF LAKE LURE ZONING ORDINANCES SECTION 36-70 (“BUILDING SITE MINIMUM DIMENSIONAL REQUIREMENTS”)

WHEREAS, the Town of Lake Lure establishes zoning regulations regarding building site minimum dimensional requirements; and

WHEREAS, Town staff has identified a discrepancy within the Zoning Ordinances in regard to Residential/Office District (R-4) zoning rear yard and side yard setbacks; and

WHEREAS, Section 36-61 (“R-4 Residential/Office District”) in the Zoning Ordinances specifies that side yards shall be not less than 12 feet in depth and rear yards shall be not less than 15 feet in depth; and

WHEREAS, Section 36-70 (“Building Site Minimum Dimensional Requirements”) includes a table which contradicts Section 36-61 by stating that the R-4 side yard and rear yard setbacks are both 10 feet, which is true for most of the other residential districts; and

WHEREAS, Town staff has concluded there was specific intent behind establishing the setbacks for R-4 within Section 36-61.

NOW, THEREFORE BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF LAKE LURE, NORTH CAROLINA, MEETING IN REGULAR SESSION AND WITH A MAJORITY OF TOWN COUNCIL VOTING IN THE AFFIRMATIVE.

[ADDITIONS TO TEXT ARE UNDERLINED; DELETIONS ARE ~~STRUCK THROUGH~~]

SECTION ONE. Code of Ordinances Section 36-70 (“Building Site Minimum Dimensional Requirements”) is hereby amended as follows:

Sec. 36-70. Building site minimum dimensional requirements.

Zoning Classification	Lot Area (a)(g)	Lot Width at Building Site (b)(g)	Setbacks(g)				Rear Yard Open Space Percent of Lot (e)
			Front Yard *	Side Yard	Rear Yard (d)		
R-1	10,000 s.f.	100 ft.	(c)	10 ft.	10 ft.	30%	
R-1A	2 acres	100 ft.	(c)	10 ft.	10 ft.	30%	
R-1B	1 acre	100 ft.	(c)	10 ft.	10 ft.	30%	
R-1D	0.5 acre	100 ft.	(c)	10 ft.	10 ft.	30%	
R-1C	0.5 acre	60 ft.	(c)	10 ft.	10 ft.	20%	
R-2/R-3							
Single-family	14,000 s.f.	60 ft.	(c)	7 ft.	10 ft.	20%	
Two-family	18,000 s.f.	70 ft.	(c)	8 ft.	10 ft.	20%	
Three-family	24,000 s.f.	85 ft.	(c)	10 ft.	10 ft.	20%	
Four-family	29,000 s.f.	100 ft.	(c)	10 ft.	10 ft.	25%	
R-4 (f)	10,000 s.f.		(c)	10 ft. <u>12 ft.</u>	10 ft. <u>15 ft.</u>		
CN	10,890 s.f.	50 ft.	10 ft. (c)	10 ft.	15 ft.	none	

CTC	10,000 s.f.	50 ft.	0 ft. (c)	0 ft. or 10 ft.	15 ft.	none
CG	21,780 s.f.	100 ft.	10 ft. (c)	12 ft.	15 ft.	none
M-1	2 acres	100 ft.	(c)	12 ft.	15 ft.	none
S-1	25 acres	100	35 (c)	35	35	none

Maximum building height in any district shall be not more than 35 feet as measured from the average finished grade at building foundation line. The average finished grade is determined by adding the elevation of the highest corner of the proposed structure to the elevation of the lowest corner of the proposed structure and divide by two.

*See definition of "setback" for streets with no right-of-way in section 36-5.

(a) Plus 2,000 square feet of lot area for each additional dwelling unit in excess of four.

(b) The lot width at the building site minimum dimensional requirements shall not apply to existing lots of record as of the effective date of the ordinance from which this chapter is derived. For any residential lot, lot width at street line shall be not less than 35 feet. For any commercial lot, lot width at street line shall be not less than 100 feet. Lot width at street line for the R-4 district shall be not less than 50 feet. Any lot abutting Lake Lure shall have a frontage along the lake of not less than 100 feet.

(c) For primary streets, the front yard setback shall be 40 feet from the centerline, but not closer than ten feet from any right-of-way line where such line exists. For secondary streets, the front yard setback shall be 35 feet from the centerline, but not closer than ten feet from any right-of-way line where such line exists. In all commercial districts, setbacks shall be measured from the right-of-way line, or where no right-of-way exists, from a point 15 feet from the centerline of the street. In most situations, the front yard lies between the building and the street. However, for lots which abut a lake, the lake side is also considered a front yard. In any zoning district, minimum setback from the lake is 35 feet measured from the shoreline.

(d) From the rear property line to the nearest building on that lot.

(e) Excluding any space occupied by an accessory building which may be located between principal building and rear lot line.

(f) Maximum building size for office: 3,000 square feet (heated area).

(g) The minimum lot area, lot width and yard requirements may be reduced in an approved conservation design subdivision provided that the zoning and planning board approves such reduction in accordance with section 28-77(3)c. The reduced setbacks shall be clearly stated on the final plat. If the reduced setbacks are not stated on the final plat, the standard setbacks noted in this section shall apply.

SECTION TWO. All provisions of any Town Ordinance inconsistent with the language herein adopted are hereby repealed.

SECTION THREE. The Town of Lake Lure Town Council deems Ordinance No. 24-03-12 to be consistent with the Lake Lure comprehensive plan because it enhances and clarifies land use and zoning regulations.

SECTION FOUR. The Town of Lake Lure Town Council deems Ordinance No. 24-03-12 to be reasonable and in the public interest because it removes an ambiguity in the ordinance as to the required setback area.

SECTION FIVE. This Ordinance and the rules, regulations, provisions, requirements, orders and matters established and adopted hereby shall take effect and be in full force and effect immediately from after the date of its final passage and adoption.

VI. COUNCIL LIAISON REPORTS & COMMENTS AND BOARD PRESENTATIONS

Commissioner Scott Doster reported the activities of the Zoning and Planning Board and the ABC Board.

Commissioner David DiOrio reported that the activities of the Lake Advisory Board were discussed at the Marine Commission meeting and noted that the Board of Adjustment / Lake Structure Appeals Board met.

Commissioner Jim Proctor reported the activities of the Parks and Recreation Board.

Mayor Pritchett noted that a board member luncheon will be held on March 20th and explained that it will be an opportunity to thank and educate board members.

VII. PUBLIC COMMENT

Mayor Carol C. Pritchett invited the audience to speak.

Pat Buede, 2153 Memorial Highway, expressed that the Town should expand the Parks, Recreation, and Lake Director position to assist with conservancies, dredging solutions, and grant opportunities. Ms. Buede questioned if the Town has a presence with the federal government in regard to major projects and recommended that this presence be established if not. Ms. Buede expressed that she would like to see the Town receive funding for projects and asked if the Town is speaking with legislators. It was discussed that the Town is communicating with legislators. Mayor Pritchett explained that most of the Town's communications with legislators through the Policy Group is on a state level, but she agreed that the Town should also have an expanded presence. Ms. Buede suggested that the Town needs to speak directly with politicians, including politicians on a national level. Commissioner Proctor noted that a lot of federal funds are dispersed by the state. Manager Perkins explained that the Town applies for FEMA grants based on calendars years and noted that the grant applied for in FY21 was just awarded yesterday. Commissioner DiOrio explained that the Town has a process in place to request funds from the legislature. Mayor Pritchett thanked Communications Director Laura Krejci for all of the work that she does with writing and submitting grants.

There were no further comments.

VIII. CONSENT AGENDA

Mayor Carol C. Pritchett presented the Consent Agenda items and asked if any items should be removed before calling for action.

Commissioner Proctor made a motion to approve the Consent Agenda, as presented. Commissioner DiOrio seconded. Therefore, the Consent Agenda incorporating the following items was unanimously approved and adopted:

- A. Approval of the February 13, 2024 Regular Town Council Meeting, the February 28, 2024 Town Council Work Session and Action Meeting Minutes, and the March 4, 2024 Reconvened Minutes from the February 28, 2024 Town Council Work Session and Action Meeting
- B. Approval of Addendum to Lake Lure Tours Concession Agreement
- C. Approval of Emergency Water Agreement between the Town of Lake Lure and Chimney Rock Village

IX. UNFINISHED BUSINESS

There was no unfinished business to discuss.

X. NEW BUSINESS

- A. RESOLUTION NO. 24-03-12 SETTING PUBLIC HEARINGS FOR APRIL 9, 2024 TO RECEIVE COMMENTS REGARDING AMENDMENT OF ZONING ORDINANCES SECTION 36-64 (5) AND AMENDMENT OF CODE OF ORDINANCES CHAPTER 6 (“BUILDINGS AND BUILDING REGULATIONS”) ARTICLE III (“LAKE STRUCTURES”)**

Director Williams provided an overview of the ordinances that will be included in the public hearings on April 9th. It was noted that these ordinances were recommended by the Zoning and Planning Board and that Council discussed them at the last work session and action meeting.

Commissioner Doster made a motion to adopt Resolution No. 24-03-12 Setting Public Hearings for April 9, 2024 to Receive Comments Regarding Amendment of Zoning Ordinances Section 36-64 (5) and Amendment of Code of Ordinances Chapter 6 (“Buildings and Building Regulations”) Article III (“Lake Structures”). Commissioner DiOrio seconded and all voted in favor. Resolution No. 24-03-12 was adopted as follows:

RESOLUTION NO. 24-03-12

RESOLUTION BY THE TOWN OF LAKE LURE TOWN COUNCIL SETTING PUBLIC HEARINGS FOR APRIL 9, 2024 TO RECEIVE COMMENTS REGARDING AMENDMENT OF

**ZONING ORDINANCES SECTION 36-64 (5) AND AMENDMENT OF CODE OF
ORDINANCES CHAPTER 6 (“BUILDINGS AND BUILDING REGULATIONS”) ARTICLE III
 (“LAKE STRUCTURES”)**

WHEREAS, the Town staff and the Zoning and Planning Board have provided the Town Council with recommended amendments to Zoning Ordinances Section 36-64 (5) and Code of Ordinances Chapter 6 (“Buildings and Building Regulations”) Article III (“Lake Structures”); and

WHEREAS, North Carolina General Statute § 160D-605 mandates that the Town must hold a public hearing prior to amending any development regulations.

NOW, THEREFORE BE IT RESOLVED, that the Town of Lake Lure will hold two public hearings, in accordance with North Carolina General Statutes, during its regular meeting on April 9, 2024 beginning at 5:00 p.m. or shortly thereafter at the Lake Lure Municipal Center to receive comments in regard to the recommended amendment of Zoning Ordinances Section 36-64 (5) and Amendment of Code of Ordinances Chapter 6 (“Buildings and Building Regulations”) Article III (“Lake Structures”).

X. NEW BUSINESS

**B. BUDGET AMENDMENT #366 FOR TOWN WATER SCADA SYSTEM AND
WATER SYSTEM CONSOLIDATION**

Public Services Director Dean Lindsey explained that this budget amendment is for the SCADA system for remote monitoring and control the water system and the water system consolidation combining the Town water system with the Firefly Cove system and improving the interconnect of the system. Commissioner asked if the SCADA system interfaces with the water meters and Director Lindsey answered that meters are a separate system that is connected to the utility billing system or census. Commissioner DiOrio asked how many pressure sensors will be put in the system for SCADA and Director Lindsey answered one for each well, 3 PRVs, and a PRV with a solenoid pilot to regulate the level with the 80 tanks. Director Lindsey added that the Town will be able to use full capacity of the tank and also keep the water circulated. Commissioner DiOrio asked if the SCADA system will held with identifying issues within the system and Director Lindsey answered yes and that it will provide a trend analysis.

Commissioner DiOrio asked if these items were underestimated in the budget or left out of the budget. Director Lindsey noted that the decision to complete these tasks now is due to a timing impact, and if this is completed it will make operations function better. Director Ford noted that there are retained earnings in the sewer fund. Director Ford added that he is mindful of the sewer fund and there may be a need to enhance it as reimbursements and grants come in. Commissioner DiOrio noted that this is a water system matter and asked if the Town could apply ARPA funding. Director Ford expressed that he does not think that ARPA funds can be used for the water system, but he will verify. It was discussed that SCADA will monitor the water system, but staff will still have to fix issues manually. It was also discussed that the basis for control will be purchased, there should not be any annual fees, and the system will be time and materials based after installment. Commissioner DiOrio noted that the Town is going to need to take a look at security for the

SCADA system and Director Lindsey stated that there will be increased security similar to the security for the hydro controls.

Commissioner DiOrio made a motion to adopt Budget Amendment #366 for Town Water SCADA System and Water System Consolidation. Commissioner Bryant seconded and all voted in favor.

X. NEW BUSINESS

C. APPROVAL OF LABELLA TASK 19 FOR LEAD SERVICE LINES INVENTORY

Manager Perkins noted that the Lead Service Lines (LSL) inventory this was alluded to previously and that it is possible that approval this task is premature, but there is a time limit imposed by the federal government to complete the LSL inventory by October. Manager Perkins added that the Town has not received the letter of intent to fund and there may be a need for additional Council approvals in the future. Director Lindsey added that it has been indicated that the Town will be awarded with the principal forgiveness loan and staff is preparing a plan and setting up contractors. Manager Perkins noted that there will be additional work and another grant application if lead lines are identified. Attorney Morgan mentioned that this task needs to be pre-audited and stamped.

Commissioner Proctor made the motion approve LaBella Task 19 for Lead Service Lines Inventory, contingent upon the Town receiving official notice of award. Commissioner DiOrio seconded and all voted in favor.

X. NEW BUSINESS

D. APPROVAL OF LABELLA'S PROPOSED ADJUSTMENTS TO SEWER AIA PROJECT SCOPE

Manager Perkins explained that the sewer AIA project scope was approved previously, but staff completed some of the work in-house and a lot of funds were saved. Manager Perkins added that LaBella is proposing an adjusted scope in order to spend all of the grant funding. Director Lindsey noted that the adjusted scope will include GIS and documentation. Commissioner Proctor asked if there is a center between Chimney Rock Village and the Town and Director Lindsey explained that Chimney Rock is attempting to install a monitoring well to gauge the flow that they contribute to the town's system as part of the grant that they received.

Commissioner Doster made a motion to approve LaBella's proposed adjustments to sewer AIA project scope. Commissioner Bryant seconded and all voted in favor.

X. NEW BUSINESS

E. REQUEST FOR TOWN COUNCIL APPROVAL TO ADD FILL FOR MAINTENANCE OF RUMBLING BALD RESORT BEACH LOCATED AT 153 MOUNTAINS BOULEVARD

Mayor Pritchett noted that this item and Item F can be discussed as one because they are the same topic, but for different locations.

Director Williams explained that Town ordinance prohibits fill, including sand going onto a beaches. Director Williams recalled past discussions with the Army Corp in regard to the significance of the beaches in the Town, so an agreement was determined in which the Army Corp will allow fill to maintain beaches, but it must be monitored to keep impacts minimal. It was detailed that the only two requests for adding fill for maintenance this year are for the Rumbling Bald beach and the Town beach. Director Williams added that the Town beach may not even have fill added this year, but it was advised to seek approval in case it is added. Director Williams noted that approval from Council is required.

Commissioner Proctor made a motion to approve the request for Town Council approval to add fill for maintenance of Rumbling Bald Resort Beach located at 153 Mountains Boulevard. Commissioner Doster seconded and all voted in favor.

X. NEW BUSINESS

F. REQUEST FOR TOWN COUNCIL APPROVAL TO ADD FILL FOR MAINTENANCE OF TOWN-OWNED BEACH LOCATED AT 2724 MEMORIAL HIGHWAY

This was discussed under Item E.

Commissioner Bryant made a motion to approve the request for Town Council approval to add fill for maintenance of Town-owned beach located at 2724 Memorial Highway. Commissioner DiOrio seconded and all voted in favor.

Commissioner Bryant expressed that he hopes that the additions of the new pathways have helped remediate runoff areas at the Town beach. Director Williams explained that the new pathways have helped, but there are still some issues.

X. NEW BUSINESS

G. BUDGET AMENDMENT #368 FOR EROSION REPAIRS AT 2654 MEMORIAL HIGHWAY

Director Lindsey explained that this budget amendment is related to the area by the police boat house where the creek bed widened and impacted the bank after heavy rains a while back. Director Lindsey added that the purpose of the budget amendment is to stabilize the bank with rip rap and removal of growth.

Commissioner Proctor made a motion to approve budget amendment #368 for erosion repairs at 2654 Memorial Highway. Commissioner DiOrio seconded and all voted in favor.

Commissioner Doster asked if the stabilization with rip rap and removal of growth should mitigate erosion issues for a while and it was answered yes.

XI. ADJOURNMENT

With no further business, Commissioner Proctor made a motion to adjourn the meeting at 6:03 p.m. Commissioner Bryant seconded and the motion carried 4-0.

ATTEST:

Olivia Stewman, Town Clerk

Mayor Carol C. Pritchett



**MINUTES OF THE SPECIAL MEETING OF THE LAKE LURE TOWN COUNCIL
HELD THURSDAY, MARCH 21, 2024, 9:00 A.M. AT THE LAKE LURE MUNICIPAL
CENTER**

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

William Morgan, Jr., Town Attorney
William Hank Perkins, Jr., Town Manager
Michael Williams, Community Development Director
Mr. Paul Brock
Mr. Wade Oppliger

ABSENT:

I. CALL TO ORDER

Mayor Carol C. Pritchett called the meeting to order at 9:00 a.m.

**II. REVIEW PROPOSED LEASE AGREEMENT FOR 2654 MEMORIAL
HIGHWAY**

Town Manager Hank Perkins explained that the final version of this lease for 2654 Memorial Highway went out to Council and the future tenants last Friday.

Manager Perkins asked Mr. Paul Brock to explain the relationship between Lured Market and what he plans to do within this lease. Mr. Brock explained that it is more or less considered an extension of Lured Market because it is under the same LLC.

Manager Perkins noted that if the lease goes accordingly to schedule, it would commence on May 1st and would be first two months without rent, which would commence in July. It was noted that Town Attorney William Morgan has stated that this is common in commercial leases.

Manager Perkins added that there is language in the rent section about an amortized balance of the deck being included in rent as well.

Commissioner Doster asked where the liability lies within the two months of non-paid rent. Manager Perkins noted that there is insurance requirements that would include liability. Mr. Brock stated that he has already contacted his insurance provider and Mr. Oppliger will have insurance as well.

Commissioner Proctor noted that on the bottom of the first page, he would like to have rowing and/or paddle boarding included.

It was detailed that there is a minimum concession to be paid and if it is under the limit at the end of the year, the tenants will have to make up the difference. Manager Perkins explained that the CPI language was removed. Manager Perkins added that Mr. Brock and Mr. Oppliger recommended an increase of rent after the first term, but the Town would like annual increases and an agreement of a 2% annual increase was made.

Commissioner Doster asked how Mr. Oppliger having separate insurance will work and Mr. Brock noted that there are two separate entities on the lease and that both need insurance to insure the entire premises. Commissioner Proctor noted that his business has a general commercial policy and there is a rider insurance because he has canoes, and that he thinks it will be similar for Mr. Oppliger. It was discussed that the Town will be additional insurers on the policy. Mr. Oppliger noted that rowing insurance is specialized. Manager Perkins explained that he and Attorney Morgan will give thought to language that defines that the concession portion of the lease is on a different parcel than the building portion, and that insurances cover all operations. Commissioner DiOrio asked if Mr. Oppliger has commercial liability for the commercial model and Mr. Oppliger answered that he is working on it. Commissioner DiOrio noted that the commercial business is liable, but so is the Town because operations take place on Town property. Commissioner Doster stated that all parties must be fully insured. Commissioner DiOrio recommended making sure the docks are insured as well. Mr. Brock stated that the Town can contact his insurer if necessary.

Maintenance repairs were discussed and lessees' responsibilities were detailed. Commissioner DiOrio noted that the Town is working on fixing the erosion stabilization, which is going to be a continued process. Commissioner Doster expressed that Public Services Director Dean Lindsey thinks that what is being done now should improve issues for a long period of time.

Manager Perkins reviewed that in Section 7 of the lease. It was noted the Town initially desired a \$5,000 contribution limit for the deck and Mr. Brock and Mr. Oppliger have since proposed an allowance of \$10,000. Mr. Brock noted that he is still getting more quotes for the deck. Manager Perkins explained that the Town is paying for the deck upfront, but will only pay the agreed limit and all other charges will be within rent payments. Commissioner DiOrio suggested amortization of the deck or payment of rent on month one, but not both. Commissioner Proctor noted that he would be more comfortable with the first two months being rent-free and returning to the original \$5000 allowance for the deck. Mr. Brock noted that they are paying the majority of the deck and that it is common for commercial leases to include two free months. Mr. Brock asked that the Town allow them to access the building early and Commissioner Proctor noted that insurance must be in place first. There was agreeance to allow the tenants to access the building upon provided proof of insurance, for the Town will pay \$5,000 max for deck, and to

allow the tenants to commence rent payments on July 1. Attorney Morgan stated that he would amend Section 11 of the draft lease to address this. It was discussed that Mr. Oppliger and Mr. Brock would need to keep in contact with staff when construction begins and that permits may need to be pulled. Commissioner asked Community Development Director Michael Williams if the deck will be within setbacks and Director Williams answered that it would not meet setbacks as is because the property is the footprint of the building and this will need to be addressed. Manager Perkins noted that a previous discussion indicated that a resolution could be to reconfigure/recombine the parcels, which would be the Town's responsibility.

Manager Perkins and Mr. Brock summarized the use of the premises. Mr. Brock noted that Lured Market has done well, but it has limited by space and there are other revenue sources that could be tapped into with more space. Mr. Brock added that he plans to move the market side to this building and sell coffee, goods, alcohol, etc. It was noted that there will be inside seating, beer on tap, and wine by the glass. It was discussed that serving alcohol is contingent upon the Town and ABC Commission's approval. Commissioner DiOrio expressed that he is under the impression that you cannot serve alcohol if you do not sell prepared food, especially liquor. It was noted that the restaurant across the road does not count because it is a separate entity. Mr. Brock stated that he is speaking with his ABC attorney.

Commissioner DiOrio expressed concern with the lack of crosswalk in the area and the need for one due to the possibility of increased traffic. Mr. Brock agreed and stated that he and Manager Perkins discussed that the Town would help with communications with the North Carolina Department of Transportation (DOT) outside of the lease. Manager Perkins explained that the flashing speed limit sign is being relocated ahead of the building to try to get people's attention prior to getting on this portion of the road. Commissioner Doster noted that this will be an issue in the future regardless of building use and that it needs to be addressed. Mr. Brock recommended increased law enforcement in that area as well. Commissioner DiOrio mentioned that the Town has had discussions with DOT about that area and they were adamant that the Town would have to complete a traffic study and pay for upgrades before they would even consider placing a crosswalk. Mayor Pritchett added that the DOT is way behind on projects and that this would likely not be considered at this time. Manager Perkins noted the costs that would be involved just for DOT consideration. Commissioner Proctor expressed that he thinks that it would be prudent to re-discuss this issue with the DOT and noted that if existing data could be used to complete a traffic study it would reduce costs. It was discussed that the Town could not put any signage on Memorial Highway without DOT approval. It was also discussed that Town is hopeful that the relocation of the flashing sign will help for now. Manager Perkins noted that previous discussion indicated that the issue with the crosswalk at that location is curvature and that a crosswalk may have to be located in a straighter location. Commissioner Proctor noted that the most logical place for a crosswalk is from business to business. It was discussed that DOT would allow Town to put pedestrian warning signs, but only if it can be proven that they are put in relevant locations so people do not begin to ignore them. There was support for continuing discussions with the DOT.

Commissioner DiOrio asked what happened to WNC Collective portion of this proposal. Mr. Brock explained that the Collective decided that they could sell outdoor retail themselves and that they do not need to complicate it with another party. It was noted that they will be selling outdoor equipment.

Commissioner DiOrio noted that the gym being proposed is a change of use and that he thought it was supposed to be separate. Mr. Oppliger noted that they thought that the back room of the building could be used as an exercise room with a focus on rowing, children's fitness, classes, and that it would be for profit and an interim gym until something else comes along. It was noted that a gym is a permitted use on commercial general properties and that a change of use permit would be required, but no variances would be necessary. It was noted that gym membership fees would be a part of the retail portion, not a concession. Mr. Brock noted that a gym has been a popular request and that he thinks that it will be mostly catered to locals. Mr. Oppliger noted that the model that he is basing it off of is from a gym at the Outer Banks. Commissioner DiOrio noted that he understands the idea, but that he is a bit skeptical that there will not be enough room for one. Mr. Brock expressed that they have a plan to accommodate the gym.

Commissioner DiOrio stated that all skulls and kayaks are to be commercially permitted. It was noted that the buildings from previous conversation will be moved as discussed. It was also discussed that docks are not the right height for Mr. Oppliger to use, and that he is working on a solution for this. Council mentioned that the relocation and use of docks located near Lake Lure Tours was not going to be considered at this time.

Commissioner DiOrio asked what parking areas will be exclusive to the building and Mr. Brock answered that there will be 11 spots. Manager Perkins noted that the site plan can be added as an exhibit to the lease. Commissioner asked if the Town needs to mark off parking spots for Pool Creek Park and Commissioner Proctor expressed support. Manager Perkins noted that there have already been discussions about placing a sign at the front of the property to address parking. Manager Perkins added that he agrees that it might be beneficial to block off some spots for the Pool Creek Park parking only. Commissioner DiOrio expressed that a parking plan would be needed sooner than later. It was discussed that Lake Lure Police Department would enforce parking. Council expressed that the Church parking is not to be impacted on Sunday mornings because the Town made a commitment to the community to protect the church, they must be accommodated.

Council expressed support for Town staff adding grooves to the ramp on the property.

Mr. Brock expressed that he thinks that increased boat access would relieve parking congestions and noted that there has been mention of other docks of the town's that may not be used in the future. It was determined that this could be addressed at a later date if anything became available.

It was discussed that there is a notice requirement of 30 days before considering approval of the lease.

Director Williams detailed that based on building size, there are 16 parking spots required, but since this will be a continuation of the retail sales use he thinks that it would be reasonable for staff to approve the current parking based on continuation.

III. CONSIDER ADOPTION OF RESOLUTION NO. 24-03-21 ALLOWING THE TOWN CLERK TO NOTICE THE INTENT OF THE TOWN COUNCIL TO AUTHORIZE THE LEASE AGREEMENT FOR 2654 MEMORIAL HIGHWAY AT ITS APRIL 24TH REGULARLY SCHEDULED WORK SESSION AND ACTION MEETING

Manager Perkins noted that based on discussions, this should be amended to add the parcel number for the remainder of the property. It was noted that it is Parcel 1616938.

Commissioner Bryant made a motion to adopt the resolution, as amended. Commissioner Proctor seconded and all voted in favor. Resolution No. 24-03-21 was adopted as follows:

RESOLUTION NO. 24-03-21

RESOLUTION BY THE TOWN OF LAKE LURE TOWN COUNCIL ALLOWING THE TOWN CLERK TO NOTICE THE INTENT OF THE TOWN COUNCIL TO AUTHORIZE THE LEASE AGREEMENT FOR 2654 MEMORIAL HIGHWAY AND PORTIONS OF PARCEL #1616938 AT ITS APRIL 24TH REGULARLY SCHEDULED WORK SESSION AND ACTION MEETING

WHEREAS, the Town of Lake Lure plans to lease the Town-owned property and building located at 2654 Memorial Highway and portions of Parcel #1616938; and

WHEREAS, North Carolina General Statute § 160A-272 (a1) deems that Property may be rented or leased only pursuant to a resolution of the council authorizing the execution of the lease or rental agreement adopted at a regular council meeting upon 30 days' public notice; and

WHEREAS, North Carolina General Statute § 160A-272 (a1) also details that notice shall be given by publication describing the property to be leased or rented, stating the annual rental or lease payments, and announcing the council's intent to authorize the lease or rental at its next regular meeting.

NOW, THEREFORE BE IT RESOLVED, that the Town Council of the Town of Lake Lure allows the Town Clerk to properly notice the intent of the Town Council to authorize the lease agreement for 2654 Memorial Highway and portions of Parcel #1616938 at its April 24th Regularly Scheduled Work Session and Action Meeting.

IV. ADJOURNMENT

With no further business, Commissioner Doster made a motion to adjourn the meeting at 10:02 a.m. Commissioner Bryant seconded and the motion carried 4-0.

ATTEST:

Olivia Stewman, Town Clerk

Mayor Carol C. Pritchett



**MINUTES OF THE SPECIAL MEETING OF THE LAKE LURE TOWN COUNCIL
HELD MONDAY, MARCH 25, 2024, 10:00 A.M. AT THE LAKE LURE MUNICIPAL
CENTER**

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

William Morgan, Jr., Town Attorney
William Hank Perkins, Jr., Town Manager
Michael Dydula, Project Manager
Dean Lindsey, Public Services Director
Laura Krejci, Communications Director
Brian Houston, PE, LaBella Associates
Ryan Douglas, LaBella Associates
Gary Johanik, Ruby-Collins
Andy Cook, Ruby-Collins

ABSENT:

I. CALL TO ORDER

Mayor Carol C. Pritchett called the meeting to order at 10:00 a.m.

**II. HOLD DISCUSSIONS WITH RUBY-COLLINS IN REGARD TO THE STATUS
OF THE SUBAQUEOUS SANITARY SEWER SYSTEM (SASS) REPLACEMENT
PROJECT**

Manager Perkins noted that Items III and IV will not be discussed today. Commissioner Proctor noted that he had a question in regard to III.

Mr. Houston explained that LaBella collectively decided with Ruby-Collins that LaBella would present today on behalf of the design-build team, which he and Scott Cline represent. Mr.

Houston provided an overview of the history of the project. It was detailed that the Town and DEQ began negotiating the SOC in 2020 and that there were two issues involved including the Wastewater Treatment Plant (WWTP) and the collection system. It was detailed that the collection system causes WWTP problems through lake infill and infiltration. Mr. Houston explained that the SOC paused penalties, as long as the Town commits to completing phase one of the SASS replacement project by 2026. Mr. Houston further explained that the gravity lift system (GLS) was chosen because there are certain benefits and reasons found within the ER/EID including lifecycle costs, lack of necessity of easements, very few property disruptions, and it minimizes pumping. It was discussed that if the Town does nothing, penalties would likely resume and it is detailed in the SOC that doing nothing is not an option. Mr. Houston reviewed other options that were reviewed and explained why they were not chosen. Commissioner DiOrio asked for verification that backshore pump stations option would not fix the boat house issues and that was confirmed.

Mr. Houston expressed that the second question is if Ruby-Collins can build the product and that he thinks that they can, but it is more complicated than initially thought. Commissioner DiOrio asked why we are putting a medium sized excavator on the shoreline instead of small or improved mini excavator and Mr. Johanik from Ruby-Collins noted that the main driver to that decision is lifting capacity. Commissioner DiOrio expressed that there are places on the lake that Ruby-Collins cannot access with a large excavator and Mr. Johanik agreed that this is a challenge. Mr. Johanik expressed that this project is going to be a learning process. Commissioner DiOrio explained that operational and financial feasibility is crucial and the Town has to stay within the framework of ER/EID. Mr. Johanik agreed and discussed that constructability feasibility is often discussed between the design-build team. Commissioner Doster discussed that there are other geographical challenges and this was discussed. Mr. Johanik said that crane mats are an example of how geographic is a challenge because last year almost 20 mats were needed and because of topography this year these did not work and Ruby-Collins had to resort to sheet piles, and now they know they need both sheets and mats. Mr. Houston noted that this has never been done before that the design-build team is aware of. Commissioner DiOrio expressed that feasibility issues need to be captured by the end of the meeting so information can be related to the people of Lake Lure, legislators, and DEQ because it is important for them to understand the challenges. Commissioner DiOrio recommended formulating information into coherent letter to send to these parties.

Mr. Houston noted that another question is why the project has only made it this far. – Mr. Houston explained that at the time of the RFQ, it was expected that the drain valves would be installed and that the lake could be drained 20 ft. by 2022. Mr. Houston noted that something to consider is that it takes about 2 weeks for mobilization and demobilization, and that there is less than a half of season for work to be done. Mr. Houston noted that the drain valve installation project conflicted with this phase, which could not have been predicted, and that the design-build team and Morgan Corporation ultimately decided to pull Ruby-Collins for this season to allow Morgan Corporation to install the valves. Mr. Houston reiterated that the project can be done, but there are still unknowns and changes that will have to be made. Mr. Houston stated that he has also questioned if this was the right option and has questioned if option comparison yield the same result today as it did when it was completed. It was noted that the cost of all options have increased due to inflation. Mr. Houston noted that manpower is a huge economic issue. Mr. Houston stated that the ER/EID could be looked at with today's prices, if the Town would like to see that. Commissioner DiOrio expressed that this would be beneficial and the feasibility study, WithersRavenel rate studies, and other documents need to be updated as well. Commissioner

DiOrio suggested re-doing a complete feasibility analysis. Mr. Houston stated that he would look into this.

Mr. Houston explained how costs and risks are always related, and that balance is the goal. Mr. Houston added that the value of risk is determined using costs consequences and probability of consequences occurring. It was noted that the project has inherent amount of risk and costs including weather, costs, lake level, boathouses, unknown site conditions, and wind. Mr. Houston explained that in the case the Town is responsible for money and risks and that the Town should pay for risks that they are in control of and the contractor is responsibility for risks in their control such as break of equipment.

Guaranteed maximum price (GMP) was discussed and it was noted that the approach agreed to is sought to minimize price and maximize funds. Commissioner DiOrio noted that Town was under the impression that there was a shared risk because of agreement amendment 02 and that there was a mismatch in miscommunication about the GMP. Mr. Houston agreed that the terminology is bad and that the word guaranteed is inaccurate. Mr. Houston expressed that he thinks that that the number discussed within the current GMP was fair and would be a fair number if the project were able to continue. Mr. Johanik noted design-build is a way to minimize risk. Costs to date were reviewed and it was discussed that amendment 04 will be a true-up of amendment 02. Commissioner DiOrio noted that his biggest concerns were amendments 01 and 02. Commissioner DiOrio explained that current costs end up being about \$10,000 per yard and the ER/EID indicated about \$1,000 per yard, which alludes to the idea that the Town was planning the whole financial scheme on ER/EID that is now much larger. Commissioner DiOrio added that the Town needs to get confidence in whether or not this is an anomaly or if matters are going to get worse, because costs will be impossible for the Town at this rate. Commissioner DiOrio asked Mr. Johanik how he looks at price and he answered that Ruby-Collins looks at prices as being about \$1,000 to 2,000 per foot. It was noted that depth, materials, and location are factors. Commissioner DiOrio noted that total feasibility needs to be considered and reiterated that the Town cannot complete the project at these cost rates. Mr. Johanik noted that it is tricky to estimate because there are engineering costs, and not a lot of work has been done yet. Commissioner DiOrio noted that the Local Government Commission (LGC) is not going to give the Town another loan unless utility triple rates, which is not possible. Commissioner DiOrio added that the Town is now relying on grants. Mr. Johanik noted that the design-build team is aware that it is a challenge for the Town and that it is the nature of the project. Commissioner DiOrio agreed and noted that this is why this needs to be articulated to move forward. Commissioner DiOrio suggested taking an operational pause to articulate these challenges to see if state has guidance to move forward. Mr. Johanik noted that Mr. Cook can review costs per foot for other projects and provide the information to the Town. Commissioner DiOrio noted that the Town needs to be candid about this in order to stay ahead to avoid a crisis. Commissioner DiOrio noted that the good news is that there are till ARPA funds in use now, but more information must be available and caution must be taken when SRF funds are spent. Mayor Pritchett agreed and noted that the Town also has other major infrastructure projects that have to be taken into perspective. Commissioner Doster agreed that legislators and state agencies needs to know about all of the difficulties. Commissioner DiOrio noted that to LaBella's credit, when the EREID was created the risks were assumed differently. Commissioner DiOrio noted that the Town want to proceeds and maintain the current partnership, but must stay ahead of the curve with debt.

Mr. Houston advised that another thing to keep in mind is the costs for one-time equipment purchases. Mr. Houston added that some risks turn into money like this drawdown when Ruby-Collins had to be taken off the project, there were costs associated with that for mobilization, demobilization, severance, etc. It was detailed that the work in the ground has costed about \$1 million, \$1.5 million is already invested and much of it is for materials that have not yet been used. Commissioner DiOrio noted that a key item was that was previously discussed was leveraging local contractors to work with Ruby-Collins and asked why Ruby-Collins backed away from work being done under amendment 01 with local contractors and asked if there was a cost windfall. Mr. Johanik noted that there were two local contractors included in amendment 02. Mr. Johanik further detailed that Ruby-Collins worked with Mr. Freeman exclusively in amendment 01 Mr. Freeman and Amendment 02 used Mr. Freeman, but Ruby-Collins staff integrated to work with Mr. Freeman. Project Manager Dydula expressed that Mr. Freeman does not have bonding and licensing and insurance capability, but Ruby-Collins does have those capabilities. Commissioner DiOrio expressed that Mr. Freeman's team is frustrated stemming from not being able to plan other jobs in order to accommodate Ruby-Collins, and an overall lack of communication. Commissioner DiOrio asked that Ruby-Collins look at fixing this relationship with Mr. Freeman. Mr. Johanik expressed that this frustration has never been conveyed to him and that his foremen were frustrated with Mr. Freeman's crew and communications challenges. Project Manager Dydula expressed that the issue that Mr. Freeman expressed to him was loss of revenue from pulling the project, but did not expressed concern about working with Ruby-Collins. Project Manager Dydula expressed that this job got expensive and complex very quickly, and that Mr. Freeman does not fully understand the complexity. Project Manager Dydula expressed that this project needs a dedicated deep water access. Commissioner DiOrio noted that this may be true, but he not sure that the Town has funds for it. Project Manager Dydula noted that when water can be drawn down 20 ft., Mr. Freeman's ramp will have to have improvements to be able to access that level. Commissioner DiOrio noted that the Town knew the ramp was an issue early on and it was discussed that the Town would have laydown area on the greenspace where equipment would be unloaded and smaller trucks would take equipment to access across the dam bridge. Commissioner DiOrio expressed that he thinks that a brand new ramp is out of the Town's capability. Mr. Johanik noted that the smaller truck option can be doable, but is not time or cost efficient and Ruby-Collins would have to hire someone full time. Commissioner DiOrio asked if Mr. Freeman has been doing most of the deliveries and Mr. Johanik answered that he is doing some. Commissioner DiOrio expressed that there may be a hybrid solution. Commissioner DiOrio expressed that this drawdown was harmful to the trust of the community. Commissioner Bryant agreed and explained that optics are crucial and must be maintained, and that local partners are important. Commissioner DiOrio expressed the need for innovated techniques and that he thinks that there is a hybrid approach to move forward.

It was discussed GMP is still more appropriate for this project than T&M because with significant unknowns the dollar risks could be high, but the word guaranteed is not accurate. Mr. Houston advised returning to a balance of risk, and that there is always some division of risks, which contracts typically detail. Commissioner DiOrio noted that Town and Ruby-Collins should both be concerned about the other's risk. Project Manager Dydula noted that he does not like GMP, but he understands that the Town must have it to have some sort of budget standpoint. Mr. Johanik noted that GMP is a risk mitigation tool. Manager Perkins noted the Town can implement a not to exceed T&M language. Mr. Johanik agreed and noted that language needs to be clearer.

Commissioner DiOrio noted for the next drawdown, there are drain valve risks and questioned if the Town is going to risk the next drawdown or do operational pause to figure out a

plan to proceed. Mr. Johanik noted that it is the Town's decision. Commissioner DiOrio expressed that he is leaning towards an operational pause to complete a feasibility assessment and re-group to ensure that the drain valve works and then begin SASS work again. Mr. Johanik noted that there are possible operations that can still be done regardless this winter. Commissioner DiOrio asked when the breakpoint is to making that decision. Project Manager Dydula expressed that with the valve project, he does not think there will be the ability to commit to 5 months of drawdown next year, but a 3 month drawdown might be a fair commitment. Project Manager Dydula detailed the status of the drain valve project. Manager Perkins noted that even at 12 ft., work could resume in Sunset Cove assuming that Morgan Corporation is done with the portion of the valve project that requires holding water. Commissioner DiOrio expressed that he would rather do standard and testing set at 20 ft. Mr. Johanik expressed that when they get 20 ft., it makes more sense to go downstream with the sewer project. Mr. Johanik noted that 12 ft. will be the minimum needed for project operations, but there will still be level fluctuations. Commissioner DiOrio noted that he is in the mode of minimizing risks. Commissioner DiOrio noted that if issues occur similar to those that did this year, the project will be at risk. Commissioner DiOrio noted that a shortened season is a less economy scale and that he would recommend that the next project work be done during a full drawdown season.

Mr. Houston recalled that in 2019, LaBella questioned how the Town would get this project completed with limited funds. Commissioner DiOrio shared that the strategy for funding the dam is to get through final design with current funds, and then ask the state with assistance to fund construction because it will be construction ready at that point. Commissioner DiOrio noted that sewer is different since the Town does not have the attention from the state because every local government has sewer problems. Commissioner DiOrio added that DEQ sets priorities and the Town needs to elevate their attention through providing data, but in the meantime a solid prototype must be established. Commissioner DiOrio reiterated that information should be compiled, a feasibility test should be completed, and it should be sent to the state while the sewer project is on an operational pause to evaluate operation possibilities at 20 ft. Commissioner DiOrio expressed that there is the issue of ARPA spending deadline, but noted that the Town can use ARPA for the WWTP design. Commissioner DiOrio expressed that there is a need to proceed with the WWTP project because it can move in parallel and it is independent of lake levels. Project Manager Dydula asked what the Town wants to commit to the next drawdown to keep the project going and recommended that the project needs to be staying on course. Project Manager Dydula expressed that he likes the idea of continuing communications with the state about financial needs. It was discussed that a decision needs to be made about the next drawdown schedule as soon as possible. Commissioner DiOrio noted that another factor to consider is when the water can go down 20 ft., it is going to take longer to drawdown and refill. Mr. Johanik expressed there is some value to waiting until 20 ft. drawdown to proceed work. Commissioner Proctor noted that regardless of sewer project, the Town needs to drawdown the lake to make sure valves are functioning properly next year. Project Manager Dydula noted that valves will drive everything. It was discussed that it will be more of an operational check next drawdown. Project Manager Dydula questioned how the will use valves based on engineering and DEQ allowance and Commissioner DiOrio explained that when the Town first discussed the valves, use was separated into operational versus emergency and this was articulated to Dam Safety. It was discussed that the flow cannot be shut off to the river and the goal is to get minimum flow to the river, which staff will work with Schnabel to determine what the minimum flow would be.

Project Manager Dydula expressed the Town still needs to consider deep water access. Mr. Johanik said that if it can be done right, it would be useful but only is done right. Project Manager Dydula expressed concern with relying on Mr. Freeman's access. Project Manager Dydula stated that he got a quote from a civil engineer to look at some ideas for this. Project Manager Dydula discussed that it would take up to a year of bidding and design, and could cost up to \$1 million. The laydown area was discussed and it was determined that there is enough space is there, but uncertain whether or not a warehouse is needed. Project Manager Dydula expressed that Ruby-Collins needs their own space. It was discussed that there is possible follow-up required in regard to the deep water access, laydown improvements, HDD contract, office space, Town expectations, barges, and other costs. Commissioner DiOrio expressed that he is more inclined to finish the feasibility test and operational test before moving forward. Commissioner DiOrio expressed that he thinks the best way to do this is to have the feasibility study as a package with a cover letter and send it to the county, state, etc. Mr. Johanik suggested inviting legislators to look at the lake next 20 ft. drawdown. It was discussed that erosion on pipes can be viewed at a new level at 20 ft. Commissioner DiOrio noted that the Town needs to continue improving the existing system and expressed that ARPA funds should be used to do this. Commissioner DiOrio expressed that this sends an important message that the town understands the importance of moving forward, but is working to mitigate current issues in the interim. It was discussed that Ruby-Collins may be able to do some work in the interim and that it may not be efficient to bring in a pipe crew this winter. Commissioner DiOrio expressed looking into getting Mr. Freeman's crew to help with laying pipe as a concept. Manager Perkins asked if all Council members are in agreeance and it was answered yes. It was discussed whether or not contractors were ready for the lake to begin refilling this drawdown. It was also discussed that contractors used to be guaranteed a 6 ft. drawdown and have recently become accustomed to the 12 ft. drawdown, but they need to be re-familiarized with a 6 ft. drawdown in the future. Commissioner DiOrio expressed that the Town should expedite and starting bringing the lake up now. It was noted that Public Services Director Lindsey is monitoring Mr. Freeman's current work site. Project Manager Dydula stated that he is going to share this information with Morgan Corporation and will get their feedback.

III. CONSIDER APPROVAL OF RESERVOIR DRAIN ELECTRICAL DESIGN PACKAGE

This item was not discussed.

IV. ORDINANCE NO. 24-03-25 AMENDING THE CAPITAL PROJECT ORDINANCE FOR THE LAKE LURE DAM RESERVOIR DRAIN AND APPROVING BUDGET AMENDMENT #369

This item was not discussed.

V. ADJOURNMENT

With no further business, Commissioner Proctor made a motion to adjourn the meeting at 12:48 p.m. Commissioner Bryant seconded and the motion carried 4-0.

ATTEST:

Olivia Stewman, Town Clerk

Mayor Carol C. Pritchett



MINUTES OF THE REGULAR WORK SESSION AND ACTION MEETING OF THE LAKE LURE TOWN COUNCIL HELD WEDNESDAY, MARCH 27, 2024, 8:30 A.M. AT THE LAKE LURE MUNICIPAL HALL

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

William Hank Perkins, Jr., Town Manager
William Morgan, Jr., Town Attorney
Stephen Ford, Finance Director
Michael Williams, Community Development Director
Laura Krejci, Communications Director (via phone)
Dana Bradley, Parks, Recreation, and Trails Coordinator

ABSENT:

I. CALL TO ORDER

Mayor Carol C. Pritchett called the work session and action meeting to order at 8:30 a.m.

II. AGENDA ADOPTION

Commissioner DiOrio made a motion to adopt the agenda with addition of Item VII (“Navigational Safety Issue in Tryon Bay Circle”) and Item VIII (“Revisit Resolution No. 23-10-10A Setting Guidelines for Administrative Approvals for Project Change Orders”) and the renumbering of subsequent items. Commissioner Doster seconded and the motion carried 4-0.

III. PUBLIC COMMENT

There were no comments from the public.

IV. AUDIT BID UPDATE

Finance Director Stephen Ford provided an update on the audit bidding process and reported that there have been two bids received including one from the current firm and one from a new firm off of the coast of North Carolina. Director Ford expressed that he hopes that to have a bid ready for Council approval next month. Director Ford stated that he would wanted to seek feedback as the bidding process is in place. It was noted that the Town's criteria includes the firms' costs, scheduling, skills, and understanding of towns like Lake Lure. Director Ford detailed that current firm's bid came in at \$10,000 more than the other firm's bid. Director Ford added that the bidding firm's schedule is more accommodating than the current firm's schedule. Director Ford expressed that both firms are similar on a skill level, but it seems that current firm is less familiar with towns like Lake Lure because the other firm is located on the coast and works with tourist towns. Director Ford reported that he had received good reviews for the bidding firm and their approaches. Director Ford added that he has spoken with both firms' principals. Director Ford expressed that the current firm is good, but the other firm seems just as good. It was noted that the firms are similar in sizes and that the non-current firm has offices across the state. Director Ford advised that he will share future information in a memorandum. Director Ford added that the Town had requested a five year term within the bidding request, but both firms submitted their bids based on a three year term. Director Ford discussed the difficulties of auditing in North Carolina. Director Ford noted that he will get more recommendations from other clients. Director Ford expressed that he hopes that a firm can be chosen by next month, after the current audit is completed. Council thanked Director Ford.

V. SCHNABEL WORK ORDERS 9A AND 9B – FIELD INVESTIGATION SERVICES FOR REPLACEMENT OF LAKE LURE DAM

Town Manager Hank Perkins explained that everyone has been informed that dam safety and FEMA have approved the FY21 High Hazard Potential Dam (HHPD) grant for partial field investigation services. Manager Perkins explained that the Schnabel work order for field investigation is broken into two section includes 9A which the grant funds will be used to complete, and 9B which will have to be completed in the future. It was detailed that Schnabel is recommending the approval of both 9A and 9B, with the understanding that 9A needs to be completed first. Manager Perkins explained that the FY HHPD grant was applied for three years ago, but was just awarded, and Dam Safety is advising that the work included in 9A must be completed with funds spent prior to the end of September 2024. It was noted that site access information is going to need to be determined. It was also noted that Dam Safety thinks that the Town can easily get an extension for the work completion deadline. Commissioner DiOrio expressed that the Town should proceed as if there is site access. Town Attorney William Morgan noted that there is a statutory requirement to advertise a 30 day notice prior to site access, but the Town could request a waiver of that notice. Attorney Morgan added that the details fall under the

eminent domain statutes. It was discussed that much of the site access would be on the Hunt property. Commissioner DiOrio noted that Duke Energy just did work on that property without access issues. Commissioner Doster asked if Council can direct staff to advertise the 30 day notice now and it was answered that this should be no issue. Commissioner Proctor expressed that there is no downside to approving both 9A and 9B. Other Council members agreed. It was noted that the Town's matching funds are coming from the dam reserve fund. It was also noted that the Town and Schnabel will try our best to complete the work by September, but will apply for the extension in the future if necessary. Commissioner DiOrio asked if the funds have to be fully spent or just committed by September deadline and Manager Perkins answered that he would follow-up with Communications Director Laura Krejci.

Commissioner Doster made a motion to approve Schnabel Work Order #9A and #9B for the purpose of Field Investigation Services for Replacement of Lake Lure Dam, which is being partially funded by a supplemental FEMA grant. Commissioner Bryant seconded and the motion carried 4-0.

<p>VI. ORDINANCE NO. 24-03-27 AMENDING THE CAPITAL PROJECT ORDINANCE FOR THE LAKE LURE DAM RESERVOIR DRAIN AND APPROVING BUDGET AMENDMENT #370</p>

Manager Perkins noted that there is an existing capital project ordinance for the dam drain valves, but this ordinance would re-title it to include all dam replacement details. Manager Perkins detailed that other changes include the addition of work associate with Schnabel Work Order 9A and 9B for field investigations. Director Ford noted that the revenues listed in the ordinance are from the state grant for the dam. Commissioner DiOrio asked if Manager Perkins had looked at all the details of the expenditures listed and Manager Perkins answered that he and Director Krejci reviewed the expenditures, and Project Manager Dydula was involved as well.

Director Krejci called in the meeting and confirmed that there is a series of reports to be completed by September in association with Schnabel Work Order 9A, and reimbursements will be subsequent. It was discussed that the deadline is technically for completing the work in 9A, but there is the option of the extension request. Manager Perkins noted that Schnabel lost their driller, which may hinder their work schedule. Director Krejci expressed that after her latest communications with Schnabel, they are estimating that they need to start work by late June or early July to complete 9A by the deadline, but that is dependent upon beginning to resolve on property and access issues. It was noted that Schnabel will count on the Town to identify specific properties.

Commissioner DiOrio asked if staff has looked at any potential conflicts between the dam field investigation and the drain valve installation project. It was discussed that Schnabel is working to identify whether or not there are any conflicts. Commissioner Doster suggested that the Town should work on identifying properties, advertise property access for the 30 days required, and have Schnabel determine where they are going to start the field investigation so discussions can be held with Morgan Corporation on coordination between the two projects.

Commissioner Doster expressed concern that there was awareness that electrical engineering needed to be done based on the capital project ordinance, but it is just now being addressed. Manager Perkins explained that it has been an ongoing process and that currently there is information being compiled to create a proposal.

Commissioner Proctor made a motion to adopt Ordinance No. 24-03-27 amending the Capital Project Ordinance for the Lake Lure Dam Reservoir Drain and Approving Budget Amendment #370. Commissioner DiOrio seconded and the motion carried 4-0. Ordinance No. 24-03-27 was adopted as follows:

ORDINANCE NO. 24-03-27

AN ORDINANCE AMENDING THE CAPITAL PROJECT ORDINANCE FOR THE LAKE LURE DAM RESERVOIR DRAIN AND APPROVING BUDGET AMENDMENT #370

WHEREAS, The Town Council and the Town of Lake Lure adopted the Lake Lure Dam Reservoir Drain in May of 2023 and was amended on March 25, 2024; and

WHEREAS, It has been deemed appropriate to consolidate all replacement dam related funds into a single capital project ordinance as replacement dam work is beginning to commence; and

WHEREAS, Budget Amendment #370 is associated with the transfer of funds for Schnabel Work Orders 9A and 9B related to the replacement dam field investigation services.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF LAKE LURE, NORTH CAROLINA, MEETING IN SPECIAL SESSION AND WITH A MAJORITY OF TOWN COUNCIL VOTING IN THE AFFIRMATIVE.

SECTION ONE. The Lake Lure Dam Reservoir Drain Capital Project Ordinance is hereby amended, as follows:

[ADDITIONS TO TEXT ARE UNDERLINED; DELETIONS ARE ~~STRUCK THROUGH~~]

Lake Lure Dam ~~Reservoir Drain~~ Replacement Project

SECTION ONE. *The project includes furnishing all materials, labor, tools, and equipment necessary to construct a new ~~reservoir drain system at the base of Bay 5 of Lake Lure Dam, a high hazard, concrete multiple arch-buttress dam. The knife gate guard valve and jet flow discharge valve will be furnished by the Owner to the Contractor. Some underwater construction will be required to complete the Work. Establishing site access across the Broad River is included as part of the Work.~~*

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

SECTION THREE. The following amounts are appropriated for reservoir drain valve portion of the dam replacement the project:

Construction Management	797,495
Value Installation	7,463,660
Project Contingency	746,365
Electrical Engineering	200,000
Total <u>Reservoir Drain Valve</u> Appropriations	\$ 9,207,520

SECTION FOUR. The following amounts are appropriated for the field investigative services for the dam replacement the project:

<u>Investigation Planning</u>	<u>53,165</u>
<u>Field Investigations</u>	<u>868,869</u>
<u>Laboratory Testing</u>	<u>38,083</u>
<u>Geotechnical Data Report and Design</u>	<u>151,732</u>
<u>Total Field Investigative Services Appropriations</u>	<u>\$ 1,111,849</u>

Total Dam Replacement Project Appropriations **\$10,319,369**

SECTION ~~FOUR~~ FIVE. The following revenues are available for the dam replacement project:

Dam Revenue Fund	9,207,520	<u>9,939,369</u>
<u>2021 FEMA Grant</u>		<u>380,000</u>
Total Revenue	\$ 9,207,520	<u>\$10,319,369</u>

SECTION ~~FIVE~~ SIX. The finance officer is hereby directed to maintain within the Capital Project Fund, sufficient detailed accounting records related to the project.

SECTION ~~SIX~~ SEVEN. The finance officer is directed to report, on a quarterly basis, on the financial status of each project element in section 3.

SECTION ~~SEVEN~~ EIGHT. The budget officer is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to this board.

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

SECTION ~~NINE~~ TEN. *This Ordinance shall take effect upon adoption.*

SECTION TWO. Town Council hereby approves Budget Amendment #369.

SECTION THREE. This Ordinance shall take effect upon adoption.

VII. NAVIGATIONAL SAFETY ISSUE IN TRYON BAY CIRCLE

Commissioner DiOrio noted that this topic was discussed at the Board of Adjustment (BOA) meeting yesterday during public comment. It was detailed that there are houses being built in Tryon Bay, which the neighbors have no issues with, but the property owner now wants to build a boathouse. Commissioner DiOrio expanded that what is being proposed with the boathouse is in compliance with Town ordinances, but there is a safety concern being broached by the public. Commissioner DiOrio proposed that the Town put a marker that the Marine Commission wants a safety analysis to be completed by the Lake Advisory Board (LAB) for recommendation and Marine Commission vote prior to the lake structure being permitted. Community Development Director Michael William explained that the parcels in reference were separated 20 years ago, but the owners are trying to work around that by putting one parcel in an LLC name rather than combining the properties, and they would like to put lake structures on both parcels. Commissioner Proctor noted that it is his understand that the Town's code states that as soon as adjacent properties fall under ownership by the same owner, the parcels become combined and they cannot split it back up without going through subdivision requirements. It was discussed that this falls under the doctrine of merger, which there is very little case law on in North Carolina. Council discussed that the owner was not supposed to subdivide the properties again and Commissioner Proctor noted that he could not have subdivided them because it would make them non-conforming and explained history of this. Attorney Morgan noted that the nation-wide case law is split, and some case law is focused on common control. Commissioner DiOrio asked that the Town get this resolved as part of the package that goes out to LAB and Marine Commission. Commissioner Proctor asked if the Town could state that a mistake was made, but it is now understood that the properties are supposed to be combined and there is only one boathouse that can be permitted. Attorney Morgan recommended that the Town can do something similar through negotiation. Commissioner DiOrio expressed that the Marine Commission can dictate what lake structures are allowed because they are on Town property. Council discussed whether or not lake structure ordinances trump Marine Commission safety measures and it was determined that this is dependent on what the ordinances state. Manager Perkins asked Director Williams if the neighbors are more concerned more view shed or safety and it was answered safety. Attorney Morgan asked if the property owner has officially submitted plans and it was determined that they have not. Attorney Morgan recommended making a motion so there is record that this review began before the owner applies, which would fall under permit choice law.

Commissioner DiOrio made a motion to require a navigation review of lake structures at 00 Tryon Bay Circle in advance of proposed lake structures. Commissioner Proctor recommended

amending the motion to mention the review of legality of combining lots. It was discussed that the lot is not yet in the LLC's name and that it is just being discussed by the property owner at this time. Director Williams explained that he the owner purchased the lots in 2016 and it was certified for recording in 2019 which might cause issues. Mayor Pritchett noted that the issue is that there are two non-conforming lots, not that the same person owns both lots. Council discussed non-conforming lots of record. Attorney Morgan will look into the history of this property. It was noted that if the lots were combined they would be non-conforming.

Commissioner DiOrio made a motion to adopt requirement for navigation safety and lake conformance review by the Lake Advisory Board and the Community Development Department in advance of the non-conforming structures at 00 Tryon Bay Circle. Commissioner Doster seconded. All voted in favor.

VIII. REVISIT RESOLUTION NO. 23-10-10A SETTING GUIDELINES FOR ADMINISTRATIVE APPROVALS FOR PROJECT CHANGE ORDERS

Commissioner DiOrio noted that Resolution No. 23-10-10A was approved in October, but there is growing skepticism of contractors providing information for change orders without thorough reviews. Commissioner DiOrio expressed that Council should be reviewing change orders moving forward. Commissioner DiOrio proposed that the Town Council rescind that resolution. Manager Perkins expressed that this can impact the progress of projects due to need for special meetings being called for Council to approve change order. It was noted that there have not been many significant change orders for the drain valve installation project. Commissioner Proctor recommended requiring Council approval for change orders over \$50,000. It was noted that Resolution No. 23-10-10A authorizes staff approval of change orders, but only within the established contingency amount. Manager Perkins discussed terms of the procurement policy. It was discussed that as of current, the Town Manager can approve all change orders within the contingency budget, but any amount outside of that budget has to be approved by Council. Commissioner DiOrio expressed skepticism about allowing the manager to authorize \$100,000 change orders without approval from Council and Council review of the basis of change order requests. Commissioner Doster expressed that he does not want to slow progress, but he wants to make sure that there is tight financial responsibility. Manager Perkins noted that Project Manager Dydula scrutinizes any changes and brings them to his attention. Commissioner Proctor noted that the resolution states that Council must be notified of change orders over \$100,000, but does not state that Council needs to approve them. It was noted that if this resolution is rescinded, Council must approve all change orders. Commissioner Proctor expressed that his understanding is that Council approves the contingency amount and the Town manager approves change orders up to that limit. Commissioner Doster expressed that the resolution should not be rescinded altogether. Attorney Morgan recommended establishing that anything over x amount, council must approve. Manager Perkins recommended not making a decision today, so he can hold discussions with Project Manager Dydula and find a limit that will create a balance of authority and leniency. Commissioner Proctor expressed that the Town needs to adopt a new resolution, not amend the one in conversation. Commissioner DiOrio expressed that he wants to see any change orders up to an amount of significance, with written notification from contractors as to why the change order is necessary. Mayor Pritchett expressed that the plan is to re-address this at the next Town Council meeting. Commissioner DiOrio expressed that he would like a numerical limit for town council

required approval of change orders and that it should be less than \$100,000. Commissioner Bryant agreed and stated that he wants to hold contractors accountable and make sure that change orders are valid.

IX. DISCUSS RFQ FOR MORSE PARK IMPROVEMENTS

Manager Perkins explained that the draft RFQ is for Morse Park improvements to be made using funds from RHI Legacy, North Carolina Division of Water Resources (DWR), and TDA grants including the Town's matching portions. It was detailed that this project is estimated at \$1.2 million, which will include about 20-22% of costs for design services. It was detailed that after necessary steps are taken and a bid is awarded based on qualifications, the Town will then receive a proposal from the form in regard to costs. Commissioner Proctor asked how much of the local funding is from the Town and it was answered \$464,000. Commissioner Proctor suggested that the TDA funds and matching funds need to be separated, so the public can better understand where the funds are coming from. Manager Perkins noted these figures were previously approved through a resolution adopted by Council. Mayor Pritchett noted that it is now being estimated that we will slightly exceed the original estimate. It was discussed that these numbers are for budget purposes, and not the final cost of the project. Manager Perkins explained that all RFQs require Town Council approvals. Commissioner DiOrio asked why this is a request for qualifications rather than a request for proposals and Manager Perkins explained that design services fall under the Mini-Brooks Act and must be chosen based on qualifications. It was discussed that in a request for qualifications, costs are negotiated after choosing the most qualified bidder and if costs cannot be negotiated then the second firm could be chosen, but the Town could not go back to the first firm even if the second firm ends up costing more. It was discussed that the audit services are not under Mini-Brooks Act, which why it is bid differently. It was noted that all bidding requirements are dictated by General Statute language. Manager Perkins mentioned that there was a resolution adopted previously that allows the Mini-Brooks Act rules to be waived for projects under \$50,000. Attorney Morgan noted that General Statute requires RFQs for design services, so the Town must bid it under these terms. Manager Perkins noted that as soon as Council approves the RFQ, he will sign the DWR grant which will start the two-year clock for their time limit and he will advertise the RFQ. Manager Perkins detailed that there will be a three-person committee to review the bids based on criteria. It was discussed that there is a difference between design and construction and that construction bidding has different rules and can be chosen based on costs. There was consensus for support to advertise the RFQ.

X. PROJECT MANAGER UPDATES

Council reviewed the project manager report in the packet.

Council questioned why a 404 permit is necessary for dredging and Manager Perkins expressed that Project Manager Dydula would need to answer that question. Council expressed that Sandy Haynes with LaBella indicated that the Town has a permit for navigation dredging. Parks, Recreation, and Trails Coordinator Dana Bradley stated that she, LaBella, and Project Manager Dydula discussed holding a conversation with the Army Corp because there was likely a misunderstanding in which they thought that the Town was going to mine the entire lake, but Project Manager Dydula advised halting any discussions until he has more information. Commissioner DiOrio expressed that a 404 permit is for a much more drastic project. Coordinator Bradley expressed that she thinks that LaBella should proceed with discussions with the Army Corp and it was noted that Manager Perkins will facilitate

this. Commissioner DiOrio expressed that there is a difference between targeted navigational dredging and expansion. Commissioner DiOrio also expressed concern that the Town has sent misconceptions to Army Corp and that this needs to be resolved as soon as possible. Commissioner Doster asked if Coordinator Bradley could have more information within the next 10 days and Coordinator Bradley stated that she would work on it.

Council reviewed what was discussed on Monday with Ruby-Collins including holding an operational test during the next drawdown when the drain valves are installed. Manager Perkins noted that during that time, if all permitting is in place, dredging operations could also occur when the lake is down 20 ft. and extra dry. Commissioner DiOrio noted that time is of the essence especially for mechanical dredging firms. It was discussed that hydraulic dredging may need to be done as well, especially in order to perform maintenance and spent grant funding. It was also discussed that weather is a factor for mechanical dredging. Council noted that the Town will be able to get a better look at sewer pipes when the lake is drawn down 20 ft. It was determined that a drawdown schedule needed to be determined by June.

XI. TOWN MANAGER UPDATES

Manager Perkins read his Town Manager update as follows:

- Lake Lure/Chimney Rock Village Gateway project. – Expansion of pedestrian amenities for non-vehicular traffic by way of a sidewalk along 74/64/9 between the Lake Lure Flowering Bridge and downtown Chimney Rock. As reported last month, we are still awaiting approvals of the grant request by the RPO from the State Planning Office of the NCDOT.
- Green Space Planning – The project kick-off for the Green Space Master Plan has been scheduled with McGill for Thursday, April 4th.
- Lease Agreement at 2654 Memorial Highway (Old ABC Store) – Council met with both Paul Brock and Wade Oppliger and reviewed a final draft for the leasing of the building and portions of the adjoining property in Poole Creek Park where they will be operating a concession agreement for non-motorized paddle activities. A final draft was arrived at by both the Town and the proposed Lessees and the Council approved a resolution that advised that the Town Council will be considering approval of the lease at its work session on Wednesday, April 24th. The notice was required to be made at least 30 days ahead of the date that Council would consider approval of the last as it is a lease of 10 years total in length. We have received one of the Certificates of Insurance
- Workforce Housing - We have been involved with workforce housing as an initiative for the Town of Lake Lure to become involved with. We have had numerous meetings with various individuals who have an interest or a stake in future discussions of workforce housing. Michael Williams, Community Development met with Neil Gurney of Gateway Wellness Foundation on Thursday, February 29th for the review of prospective site locations in Lake Lure for a potential project. Mr. Gurney has returned a report on his initial review of the project sites discussed and staff is currently providing some preliminary review.
- Water System AIA – Lake Lure has received the initial grant offer. We are working on a scope of the work to be performed under the Water AIA Grant that is currently being

reviewed by the NCDEQ. Once this is done and we receive approval of this, the state will issue the “funding offer” and information package for our signature and approval.

- Lead Service Line Inventory – Still awaiting official offer of funding from the state for the lead service line funding. The Town Council has previously tentatively approved a task order with LaBella for the work to be conducted under the inventory phase.
- Lake Director Advertisement – The job advertisement has been sent for the Lake Director recruitment process. Following the mandatory internal posting requirement, we have sent it for advertisement to the NCLM League “League Letter, NC Works, The NC Association of County Commissioners and Indeed.

X. DISCUSS THE COMPREHENSIVE PLAN

Council discussed that there will be more in depth conversations in the future in regard to the Comprehensive Plan. Manager Perkins explained that he had reviewed the plan and noted that there is a lot of demographic and survey information that needs to be updated or removed. Manager Perkins recommended mentioning the SOC within the plan. It was discussed that ETJ needs to be removed. Mayor Pritchett expressed that there needs to be changes made in regard to property and ingress/egress. Manager Perkins noted that there is an implementation index which is based on both short term and long term plans, and that it need to evaluate what has been completed. Commissioner DiOrio recommended having an overall principles plan and a new philosophical approach. Commissioner Proctor explained that he has gone line by line and written comments. Mayor Pritchett recommended that statistics and demographics be corrected to begin with. Commissioner Proctor agreed. Council questioned the protocol to see who might work on updating demographics. Commissioner DiOrio expressed that there needs to be essential adjudicating authority. Commissioner DiOrio asked that Manager Perkins create a protocol to get changes completed. It was discussed that there needs to be a plan for involving the public in the future. Commissioner Proctor stated that the plan should have been updated each year, but was not. It was noted that state statute 160D requires that the Town have comprehensive plan since there is zoning. It was discussed that various plans, such as the Morse Park Plan, be incorporated into the comprehensive plan. Commissioner Doster recommended that the first step should be to have access to an easily editable digital copy. It was discussed that Manager Perkins will figure out who will facilitate the updates and it was discussed that interns who start in May could work on it throughout the summer. Commissioner DiOrio noted that the comprehensive plan needs to be considered when going through the green space master planning process. Manager Perkins explained that the importance of master planning is that it establishes that a property is being used in line with the master plan, and it keeps out unwanted uses.

XI. REVIEW EVENT REQUESTS

Council reviewed the events requests for waivers and suspensions. Mayor Pritchett noted that these request occur each year and suggested that the Town may consider a standing approval. Manager Perkins expressed that he wants to ensure that these waivers and exemptions are allowed under the ordinances. Attorney Morgan will review whether or not the ordinances discuss waivers and suspensions. Commissioner Bryant suggested that Council can review the requests each year, but that they can be placed on the consent agenda for approval. Manager Perkins detailed that there

is a special events team comprised of various staff. It was noted that there are no major changes to the events from years prior. It was also noted that Lake Lure is a stop during the 2025 Cycle NC Event.

Commissioner Proctor made a motion to approve the waivers and suspension requests for the Hickory Nut Gorge Outreach 2024 Spring Lake Lure Arts and Crafts Festival, as requested in the meeting packet. Commissioner Bryant seconded and the motion carried 4-0.

Commissioner Bryant made a motion to approve the waivers and suspension requests for the 2024 Lake Lure Spring Classic Boat and Auto Show, as requested in the meeting packet. Commissioner DiOrio seconded and the motion carried 4-0.

Commissioner Doster made a motion to approve the waivers and suspension requests for the 2024 Lake Lure Farmer’s Market, as requested in the meeting packet. Commissioner DiOrio seconded and the motion carried 4-0.

Commissioner Proctor made a motion to approve the waivers and suspension requests for the 2025 Cycle NC Event, as requested in the meeting packet. Commissioner Bryant seconded and the motion carried 4-0.

Commissioner Proctor asked the Town Attorney to review ordinances that have been suspended to ensure that there is language allowing waivers or suspensions, and to work towards adding language if it is not present. Other Council members agreed.

XII. CLOSED SESSION

Commissioner Bryant made a motion to enter into closed session in accordance with G.S. 143-318.11 (a) (6) for the purpose of discussing personnel matters. Commissioner Doster seconded and all voted in favor.

During closed session, Council discussed the Town Manager performance evaluation.

Commissioner DiOrio made a motion to return to open session. Commissioner Bryant seconded and all voted in favor.

XIII. ADJOURNMENT

Commissioner Bryant made a motion to adjourn the meeting. Commissioner DiOrio seconded. The meeting was adjourned at 12:05 p.m.

ATTEST:

Olivia Stewman, Town Clerk

Mayor Carol C. Pritchett

X
UNFINISHED
BUSINESS

XI

NEW BUSINESS

- A. Consider Approval of LaBella Task 20 for the Water System Asset Inventory & Assessment (AIA)
- B. Approval of Finance Administrative Support Specialist Position Description
- C. Approval of Town Manager's Contract
- D. Resolution No. 24-04-09 Appointing Olivia Stewman as Deputy Finance Officer

**LAKE LURE TOWN COUNCIL
AGENDA ITEM REQUEST FORM
Meeting Date: April 9, 2024**

SUBJECT: Consider Approval of LaBella Task 20 for the Water System Asset Inventory & Assessment (AIA)

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: A
Department: Public Services
Contact: Dean Lindsey, Public Services Director
Presenter: Dean Lindsey, Public Services Director

BRIEF SUMMARY:

The Town has been awarded a \$150,000 grant under the NCDEQ Department of Water Infrastructure (DWI) Asset Inventory and Assessment (AIA) Program for Water Systems. This funding is specifically for the purpose of data collection and evaluation of water system assets. LaBella Associates has submitted a proposed Task 20 to complete tasks associates with the Water System AIA including consolidation of all available data and performance of field investigations to develop a complete inventory of available assets. These tasks will be completed through data collection and consolidation, field investigation, distribution system modeling, and preparation of a draft report. The total proposed cost for Task 20 would be \$150,000, which would be funded entirely by the AIA grant.

RECOMMENDED MOTION AND REQUESTED ACTIONS:

To approve LaBella Task 20 for the Water System Asset Inventory & Assessment (AIA).

FUNDING SOURCE:

NCDEQ DWI AIA Grant

ATTACHMENTS:

Proposed LaBella Task 20

STAFF'S COMMENTS AND RECOMMENDATIONS:

Staff recommends approval.



March 26, 2024

William H. Perkins, Town Manager
Michael Dydula, PE, Project Manager
Town of Lake Lure
2948 Memorial Highway
Lake Lure, NC 28746

**SUBJECT: Lake Lure On-Call Professional Services
Task 20 – Water System Asset Inventory & Assessment (AIA) (rev.3)**

Dear Hank and Mike:

LaBella Associates appreciates the opportunity to continue to work with the Town of Lake Lure (Town). 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 (Contract), and this work would be performed under that agreement. This proposal letter provides a scope of work and budget to provide the Task 20 deliverables as described below.

Overview

The Town has been awarded a \$150,000 grant under the NCDEQ Department of Water Infrastructure (DWI) Asset Inventory and Assessment (AIA) Program for Water Systems. This funding is specifically for the purpose of data collection and evaluation of water system assets, as described in DWI's "[Water and Wastewater Utility Evaluation Guidance Document: Asset Inventory and Assessment, Capital Cost, and Operating Cost Analyses](#)". A twenty percent (20%) local match (\$30,000) is required, bringing the total project amount to \$180,000. Ten percent (10%) of the grant amount – i.e., \$15,000 – can be applied to related equipment costs, and the Town wishes to use this portion of the funding to purchase a Ground Penetrating Radar (GPR) unit. The Town also wishes to use a portion of the project funds for staff training on GPR use, which has been quoted by one training provider at \$4,000. This leaves \$161,000 to be applied to inventory and assessment efforts, which this Scope addresses.

The Town has various sources of historically-developed information regarding their water system infrastructure, but it is not centrally collected, and is believed to be incomplete and even inaccurate in some cases. LaBella's efforts will include consolidating all available data, and performing field investigations (to the extent possible within the limitations of the budget) to develop a complete inventory of available assets.

Scope

Specifically, the proposed Work will consist of the following:

1. Data Collection & Consolidation
 - a. The Town will provide LaBella all available previously-developed maps and studies regarding water infrastructure development. LaBella will consolidate the information, working with the Town to determine which data items reflect work actually completed versus work never completed. Investigative efforts may include interviews with Town staff, review of NCDEQ files and/or interviewing prior design engineers. Any known asset condition issues will be recorded and documented.
 - b. LaBella will develop GIS (attributed) mapping of the consolidated data, outlining the service area boundary and any unserved sub-areas therein. Data gaps (missing infrastructure, missing attributes) will be identified for subsequent investigation.
2. Field Investigation
 - a. In order to fill the identified data gaps and/or correct suspected data errors, LaBella will conduct field data collection in a combination of two types of efforts:
 - i. Using the Town's Trimble GPS device (purchased under the Sewer AIA grant) and LaBella-prepared mobile data entry application, LaBella will field locate surface features which are indicative of water infrastructure locations (e.g., hydrants, valves). This will be primarily performed in 'gap' areas, but may also be performed to verify other available data, as budget allows.



1. LaBella will coordinate with Town staff to obtain hydrant flow testing in key areas which will assist in confirming line sizes and/or indicating waterline physical condition.
 - ii. LaBella will secure the services of an underground utility locator (SUE) to perform vacuum excavation (“soft digs”) at locations where pipe size and/or material are unknown or uncertain. Exposed pipe at soft digs will be visually inspected for any indications of line condition (e.g., exterior corrosion). A total of 25 locations are included in the budget. The budget also includes 10 to 12 miles of utility designation (line painting), and associated subconsultant charges (e.g., traffic control, pavement test hole repair) and travel fees.
3. Distribution System Modeling
 - a. LaBella will develop a complete distribution system model (using Innovyze InfoWater Pro) based on the collected data. The model will incorporate operating conditions throughout the system in order to be able to identify areas of concern from a pressure and flow standpoint.
 - b. From runs of the model (steady-state and fireflow analysis), LaBella will identify system deficiencies and make recommendations for further actions.
4. Report:
 - a. LaBella will prepare brief updates every two months while the work progresses, for inclusion in payment applications the Town may submit to DWI.
 - b. LaBella will prepare and submit a DRAFT report to the Town and DWI, that details the office and field work completed, findings and recommendations for further action. After comments are received from the Town and/or DWI, LaBella will make revisions and submit the FINAL report to both parties.

Fee & Schedule

LaBella proposes to bill office portions of the work on a Lump Sum basis, and field work on a Time and Materials basis at our standard rates, current as of the date of the charge. (All work is anticipated to be completed in 2024 – see attached 2024 Rate Schedule.) Invoices will be payable within 30 days of receipt by the Town. LaBella anticipates that the Town will make all necessary information available promptly upon request.

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

<u>Lump Sum Phase Description</u>	<u>Fee</u>
1 – Data Collection & Consolidation	\$54,000
3 – Distribution System Modeling	\$40,000
4 – Report	\$21,000
TOTAL PROPOSED Lump Sum Portion of Fee:	\$115,000

The Time and Materials budget includes LaBella hours and costs as well as subconsultant fees. T&M work will be identified and scheduled in an attempt to maximize the use the T&M budget to fill as many data gaps as possible.

<u>T&M Phase Description</u>	<u>Fee</u>
2 – Field investigation	\$46,000
TOTAL PROPOSED T&M Budget:	\$46,000
TOTAL Task 20 Budget:	\$161,000



Conclusion

Brian Houston, 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.

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) 941-2110.

Sincerely,
LaBella Associates, P.C.

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

Town of Lake Lure, North Carolina

By: _____
Authorized Signature

Title _____

Date _____

**LAKE LURE TOWN COUNCIL
AGENDA ITEM REQUEST FORM
Meeting Date: April 9, 2024**

SUBJECT: Approval of Finance Administrative Support Specialist Position
Description

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: B
Department: Administration
Contact: Olivia Stewman, Town Manager
Presenter: Olivia Stewman, Town Manager

BRIEF SUMMARY:

Town Council previously approved an Accounting Clerk I position to assist the Finance Director with technical and paraprofessional accounting functions. This position recently became vacant and the staffing needs of the finance department were discussed upon the position's vacancy. It has been determined that the finance department desires more of an administrative and clerical focus to support the Finance Director. As a result, the Finance Administrative Support Specialist job description was drafted. This position would fall under salary grade 18.

RECOMMENDED MOTION AND REQUESTED ACTIONS:

To approve the Finance Administrative Support Specialist Position Description.

FUNDING SOURCE:

General Fund - Administration

ATTACHMENTS:

Proposed Job Description

STAFF'S COMMENTS AND RECOMMENDATIONS:

Staff recommends approval.



Job Description: Finance Administrative Support Specialist

Department: Finance

Primary Reason Why Classification Exists

Performs responsible administrative and clerical work in support of the finance operations of the Town.

Distinguishing Features of the Class

An employee in this class is responsible for handling the accounts payable and payroll functions for the Town and assisting with customer service work. Work includes a variety of clerical and administrative support duties for the Administration and Finance departments. Work requires a working knowledge of financial organization and related processes and procedures, and knowledge of customer services policies and ability to conduct problem solving with the public concerning Town services. Work is performed in an office environment under the direct supervision of the Finance Officer and reviewed through observation, conferences, review of work, and audit of the records by an external auditor.

Illustrative Examples of Work

- Receives invoices for payment; verifies accuracy of invoices and forwards to department for authorization and account number coding; enters invoices into database; prints checks and mails checks.
- Processes payroll; and monthly and quarterly reporting.
- Maintains accounts payable records and files.
- Performs customer service as needed; includes receiving and posting payments.
- Prepares routine journal entries for revenue collections, daily deposits and maintains database analysis of revenues.
- Processes purchase orders as approved by the Finance Officer
- Prepares journal vouchers and enters journal vouchers and manual checks into budgetary accounting database.
- Performs monthly sales tax reports.

Knowledge, Skills, and Abilities

- Considerable knowledge of administrative and financial principles and practices.
- Working knowledge of laws, general statutes, rules, and regulations governing municipal fiscal processes.

- Working knowledge of computer operations as they relate to financial operations.
- Ability to work with financial accounting software and other software as they relate to assigned tasks.
- Ability to operate a variety of general office equipment as they relate to assigned tasks.
- Ability to compile, evaluate, and reconcile a variety of accounting or related fiscal records and reports.
- Ability to perform a variety of fiscal or accounting functions and to change priorities quickly and maintain accuracy level.
- Ability to provide effective customer service.
- Ability to develop and maintain working relationships with a variety of people including vendors, general public, and other employees and supervisors.
- Ability to communicate effectively in oral and written forms.
- Ability to perform accounting processes with speed and accuracy.

Physical Requirements

- Must be able to physically perform the basic life operational support functions of reaching, walking, fingering, talking, hearing, and repetitive motions.
- Must be able to perform sedentary work exerting up to 10 pounds of force occasionally and/or a negligible amount of force frequently or constantly to lift, carry, push, pull, or otherwise move objects.
- Must possess the visual acuity to prepare data and statistics, work with accounting processes, and operate a computer terminal.

Desirable Education and Experience

Graduation from an accredited two-year college, four year university degree preferred, with a major in accounting, administration, or related field. Experience in an accounting or administrative environment, public sector experience preferred; or equivalent combination of education and experience.

Disclaimer

This classification specifications has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, and qualifications required of employees to perform the job. The Town of Lake Lure reserves the right to assign or otherwise modify the duties assigned to this classification.

FLSA Status: Non-Exempt
Town of Lake Lure
March 2024

Town of Lake Lure Salary Schedule Fiscal Year 2023/2024

COLA
6.25%

Salary Grade	Classification	FLSA	Minimum		Mid-Point		Maximum	
10		N	\$25,847	\$24,326	\$32,309	\$30,408	\$38,772	#####
11		N	\$27,140	\$25,543	\$33,925	\$31,929	\$40,368	#####
12		N	\$28,498	\$26,821	\$35,621	\$33,525	\$42,746	#####
13		N	\$29,922	\$28,162	\$37,402	\$35,202	\$44,883	#####
14		N	\$31,417	\$29,569	\$39,272	\$36,962	\$47,126	#####
15	Utility Maintenance Technician I	N	\$32,989	\$31,049	\$41,237	\$38,811	\$49,670	#####
16		N	\$34,639	\$32,601	\$43,299	\$40,752	\$51,957	#####
17		N	\$36,370	\$34,231	\$45,463	\$42,789	\$54,556	#####
18	Firefighter	N	\$38,189	\$35,943	\$47,736	\$44,928	\$57,283	#####
18	Pubic Services Admin Support	N	\$38,189	\$35,943	\$47,736	\$44,928	\$57,283	#####
18	Administrative Support Specialist	N	\$38,189	\$35,943	\$47,736	\$44,928	\$57,283	#####
18	CDD Administrative Support	N	\$38,189	\$35,943	\$47,736	\$44,928	\$57,283	#####
18	Accounting Clerk I	N	\$38,189	\$35,943	\$47,736	\$44,928	\$57,283	#####
18	Police Administrative Assistant	N	\$38,189	\$35,943	\$44,928	\$44,928	\$57,283	#####
19	Firefighter Engineer	N	\$40,099	\$37,740	\$50,123	\$47,174	\$60,148	#####
19	Police Officer	N	\$40,099	\$37,740	\$50,123	\$47,174	\$60,148	#####
19	Utility Maintenance Technician II	N	\$40,099	\$37,740	\$50,122	\$47,174	\$60,148	#####
20	Customer Service Specialist	N	\$42,105	\$39,628	\$52,570	\$49,478	\$63,156	#####
20	Hydroelectric Dam Operator I	N	\$42,105	\$39,628	\$49,478	\$49,478	\$63,156	#####
20	Fire Lieutenant	N	\$42,105	\$39,628	\$52,570	\$49,478	\$63,156	#####
20	Utility Maintenance Technician III	N	\$42,105	\$39,628	\$52,570	\$49,478	\$63,156	#####
21	Police Corporal	N	\$44,210	\$41,609	\$55,260	\$52,010	\$66,313	#####
22	Fire Captain	N	\$46,419	\$43,688	\$58,024	\$54,611	\$69,627	#####
22	Parks Recreation and Trails Coord	N	\$46,419	\$43,688	\$58,024	\$54,611	\$69,627	#####
23	Accountant	N	\$48,741	\$45,873	\$60,924	\$57,341	\$73,109	#####
23	Dev. & Env. Review Specialist	N	\$48,741	\$45,873	\$60,924	\$57,341	\$73,109	#####
23	Police Sergeant	N	\$48,741	\$45,873	\$60,924	\$57,341	\$73,109	#####
23	Sewer & Street Supervisor	N	\$48,741	\$45,873	\$60,924	\$57,341	\$73,109	#####
23	Water System Supervisor	N	\$48,741	\$45,873	\$60,924	\$57,341	\$73,109	#####
24	Asst Fire Chief/Asst Emerg Mgmt Dir	N	\$51,176	\$48,166	\$63,971	\$60,208	\$76,765	#####
24	Town Clerk	N	\$51,176	\$48,166	\$63,971	\$60,208	\$76,765	#####
25	Police Lieutenant	N	\$53,735	\$50,574	\$65,469	\$65,469	\$80,604	#####
26	Human Resources Specialist	N	\$56,423	\$53,104	\$70,528	\$66,379	\$84,632	#####
27	Assistant Community Dev. Director	N	\$59,244	\$55,759	\$74,055	\$69,699	\$88,865	#####
27	Communications Director	N	\$59,244	\$55,759	\$74,055	\$69,699	\$88,865	#####
28		E	\$62,205	\$58,546	\$74,055	\$69,699	\$93,308	#####
29	Community Development Director	E	\$65,315	\$61,473	\$81,645	\$76,842	\$97,975	#####
29	Assistant Finance Director	N	\$65,315	\$61,473	\$81,645	\$76,842	\$85,679	#####
29	Fire Chief/Emergency Management Director	E	\$65,315	\$61,473	\$81,645	\$76,842	\$97,975	#####
29	Dam and Hydroelectric Director	E	\$65,315	\$61,473	\$81,645	\$76,842	\$97,975	#####
29	Parks Recreation and Lake Director	E	\$65,315	\$61,473	\$81,645	\$76,842	\$97,975	#####
29	Public Works Director	E	\$65,315	\$61,473	\$81,645	\$76,842	\$97,975	#####
30	Police Chief	E	\$68,582	\$64,548	\$85,726	\$80,683	\$102,872	#####
31	Finance Director	E	\$72,010	\$67,774	\$90,014	\$84,719	\$108,017	#####
32		E	\$75,611	\$71,164	\$94,515	\$88,955	\$113,418	#####
33		E	\$79,392	\$74,722	\$99,240	\$93,403	\$119,090	#####
34		E	\$83,361	\$78,457	\$104,202	\$98,072	\$125,043	#####
35	Project Manager	E	\$87,530	\$82,381	\$109,413	\$102,977	\$131,295	#####

**LAKE LURE TOWN COUNCIL
AGENDA ITEM REQUEST FORM
Meeting Date: April 9, 2024**

SUBJECT: Approval of the Town Manager’s Contract

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: C
Department: Administration
Contact: William Morgan, Town Attorney
Presenter: William Morgan, Town Attorney

BRIEF SUMMARY:

Olivia Stewman was appointed as Town Manager on Wednesday, April 3rd. Town Attorney William Morgan will present the final draft of the contract to Council and Council will consider approval.

RECOMMENDED MOTION AND REQUESTED ACTIONS:

To approve the Town Manager’s contract.

ATTACHMENTS:

The final version of the contract will be available at the time of the meeting.

STAFF’S COMMENTS AND RECOMMENDATIONS:

N/A

**LAKE LURE TOWN COUNCIL
AGENDA ITEM REQUEST FORM**

Meeting Date: April 9, 2024

SUBJECT: Resolution No. 23-04-09 Appointing Olivia Stewman as Deputy Finance Officer

AGENDA INFORMATION:

Agenda Location: New Business

Item Number: D

Department: Finance

Contact: Stephen Ford, Finance Director

Presenter: Stephen Ford, Finance Director

BRIEF SUMMARY:

The former Town Manager was previously appointed as the Deputy Finance Officer for the Town. Finance Director Stephen Ford has requested that Town Council appoint the succeeding Town Manager, Olivia Stewman, as Deputy Finance Officer. The purpose of the Deputy Finance Officer is to allow for actions statutorily assigned to the appoint Finance Officer to be taken during the Finance Officer's absence.

RECOMMENDED MOTION AND REQUESTED ACTIONS:

To adopt Resolution No. 23-04-09 Appointing Olivia Stewman as Deputy Finance Officer.

ATTACHMENTS:

Resolution No. 23-04-09 Appointing Olivia Stewman as Deputy Finance Officer

STAFF'S COMMENTS AND RECOMMENDATIONS:

Staff recommends adoption.



**RESOLUTION NO. 24-04-09
APPOINTING OLIVIA STEWMAN
DEPUTY FINANCE OFFICER**

WHEREAS, a Finance Officer has certain statutory duties including as detailed in North Carolina General Statute § 159-25; and

WHEREAS, from time to time the Finance Officer must be absent from town hall and during the Finance Officer's absence various duties must be performed; and

WHEREAS, the Town Council may appoint a Deputy Finance Officer for the purpose of ensuing that someone is present in town hall with authority to perform actions statutorily assigned to the appointed Finance Officer during the Finance Officer's absence; and

NOW, THEREFORE BE IT RESOLVED that on behalf of the Lake Lure Town Council and the citizens of the Town of Lake Lure, the Lake Lure Town Council appoints Olivia Stewman as the Deputy Finance Officer. This Resolution shall become effective upon the date of adoption.

READ, APPROVED AND ADOPTED, this ____ day of _____, 2024.

ATTEST:

Olivia Stewman, Town Clerk

Mayor Carol C. Pritchett

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ADJOURNMENT