



Town of Pilot Mountain
Town Hall 124 West Main Street Pilot Mountain, NC 27041
Monday, August 08, 2022, 7:00 PM

BOARD OF COMMISSIONERS REGULAR MEETING AGENDA

Call to Order/Moment of Silence/Pledge of Allegiance

Adoption of Agenda

Public Comment

Anyone may speak on any issue. Before speaking, please state your name and address. Please limit comments to three minutes.

Consent Agenda

- [1.](#) Approval of Minutes

Board & Committee Reports

- [2.](#) ABC Board Report

Unfinished Business

- [3.](#) Social District

Administrative Reports

- [4.](#) Town Manager and Staff Reports

Mayor and Commissioners Comments

Other Business

Adjourn

**Town of Pilot Mountain
Board of Commissioners Meeting
Monday, June 13, 2022
7:00 PM**

Members Present: Mayor Evan Cockerham, Commissioner Rachel Collins, Commissioner Donna Kiger, Commissioner Scott Needham and Commissioner Dwight Atkins

Staff Present: Town Manager, Michael Boaz Town Clerk, Holly Utt, Main Street Coordinator, Jenny Kindy, Events Coordinator, Christy Craig and Town Attorney, Ed Woltz

Call to order 7:00 PM

Mayor Cockerham called the meeting to order at 7:00 PM. Commissioner Kiger led the Pledge of Allegiance.

Adoption of Agenda

Commissioner Atkins made a motion to adopt the agenda as presented and it was unanimous.

Public Hearings

FY 2022-2023 Budget

Mayor Cockerham opened the public hearing. No comments. Mayor Cockerham closed the public hearing.

UDO Text Amendment: Accessory Dwellings

Mayor Cockerham opened the public hearing. No comments. Mayor Cockerham closed the public hearing.

Public Comment

No comments

Consent Agenda

- May 9, 2022 Minutes

Commissioner Collins made a motion to adopt the consent agenda and it was unanimous.

Board & Committee Reports

Chairman Pell provided the following sales numbers from the ABC Store:

May 2021 sales: \$176,336

May 2022 sales: \$207,554

Increase of 19.31%

TDA Report

Christy Craig gave an update on the Tourism Development Authority. The kiosk has been ordered and approved for placement at Pilot Mountain State Park. It will be installed outside of the restrooms and

available all hours that the park is open. She thanked Carole Houchins and Kurstin Boles for assistance with events and keeping the events page updated. She reminded everyone of the upcoming events:

- June 25th – Pig Out Food Truck Festival
- July 2nd – Cruise- In
- July 15th – Fun Friday
- June 23rd – Dinosaurs on Main

Main Street Report

Jenny Kindy stated that staff had been working on applications for the Rural Transformation Grant Fund. Pilot Mountain has been selected as 1 of 19 communities throughout the state to participate in the Rural Community Capacity program (RC2). This program provides education programming, technical assistance and focused guidance to local governments in rural communities. At the end of the program the 19 communities will be eligible to apply for a local implementation grant in the fall. They have been working towards getting the Main Street Community designation. Effective July 1st Pilot Mountain will be designated as a Main Street Community. As part of that designation they have completed a 5 year economic development vision.

Unfinished Business

UDO Text Amendment: Accessory Dwellings

Mr. Boaz stated that there had been a request to build an accessory dwelling or a “mother-in-law suite” and the current ordinance doesn’t allow that. Staff ran this through the Planning Board process and it was unanimously approved. This amendment would allow accessory dwellings in the residential and public service districts. There are certain restrictions but this would help accomplish the comprehensive plan by providing different types of housing for all stages of life. Commissioner Needham made a motion to adopt the consistency statement Pilot Mountain will encourage and support the development of new housing and public amenities within town limits that meet the needs of multiple generations, life stages and income levels, and it was unanimous.

New Business

FY 2023 Budget Adoption

Mr. Boaz stated that all funds total \$3,538,070. \$2,194,700 of the total budget is General Fund, \$1,274,390 in the water/sewer fund and the remaining \$68,980 in the capital reserve fund. There is an increase in solid waste fees from \$10.69 to \$11.10 per month and a 12% increase to water and sewer rates as outlined in the financial plan. There is no change in the property tax rate. Commissioner Atkins made a motion to adopt the 2022-2023 budget and it was unanimous.

FY 2023 Fee Schedule

Mr. Boaz noted that the only increase was to the Planning & Zoning fees. Commissioner Needham made a motion to adopt the 2023 fee schedule with no change to the sign permit fee and it was unanimous.

FY 2022 Budget Amendment 3

Mr. Boaz explained that this amendment would appropriate revenue that has been collected above what was originally budgeted and using that to fund personnel cost in the Police Department. Commissioner Atkins made a motion to approve the budget amendment and it was unanimous.

Administrative Reports

Town Manager & Staff Reports

- Smith-Rowe will begin work on Pine Street and Butler Street replacing the old 2" galvanized line. They will eventually replace lines on Needham Street, Howard Street, Marion Street and possibly an alleyway off of Main Street.
- Letters have been sent to businesses asking them to use the online business registration system. There is no fee for the registration.
- Zoning applications should be available online after July 1st.
- The charging station in the town hall parking lot is being used frequently. It currently cost the town around \$20 per month.

Commissioner Kiger asked if the contract for landscaping included watering the plants on Main Street. Mr. Boaz stated that it was included in the contract. Commissioner Kiger noted that she saw the Main Street Coordinator and a volunteer watering the plants. Mr. Boaz said that the watering was being done at times but not exactly the way we want it to be done. There have been a lot of concerns that people have expressed about other parts of that contract and we are working through that with the contractor. Commissioner Kiger expressed her disappointment with the mowing at the cemetery around Memorial Day. Mr. Boaz stated that they are examining all the options of the contract. Commissioner Kiger stated that the weeds were as high as the flags that were placed on the veterans' gravesites and she is really disappointed.

Commissioner Atkins asked about an update on the paving. Mr. Boaz stated that the paving crew was still expected to be in town at the end of June/first of July to resume paving operations.

Commissioner Collins asked if the streambank restoration design would be completed by August. Mr. Boaz stated that in his last conversation with Charles Anderson that the design would be ready and should be out to bid in September and construction after that.

Commissioner Needham asked Chief Jackson for an officer to be on Main Street and act as the public relations officer for the police department. He knows with the past staffing issues that having an officer available was a challenge but with the new position he would like to see more of that in the future. The budget shows that the Board is interested in making sure that the police department has the amount of officers that they need. Chief Jackson agreed and stated that they still did the PR but due to the lack of manpower recently it has been limited. He stated that he had personally went out and spoke with people on the street and stepped inside businesses as well as Officer Hewett.

Mayor and Commissioners Comments

Commissioner Collins: Thanked the volunteers of Mount Pilot Now and everyone that helped with the cruise-in. She thanked Jenny for all her hard work on the Memorial Day program.

Commissioner Kiger: Thanked staff for setting up the parklets again this year. It has been a good asset for the town. The Hometown Heroes was a successful event. She thanked Jenny and Christy for making that happen. She also mentioned that one of the Hometown Heroes, Dennis Sines, had passed away. He was a Purple Heart recipient in the Marines. She extended her sympathy to his family. She also extended her sympathies to the family of Barbara East, mother of former commissioner Cordie Armstrong.

Commissioner Needham: He sent thoughts and prayers to the family of Barbara East and Cordie's contribution to the Board in the past. He enjoyed meeting with the Mount Airy Museum at the TDA meeting. It's very important to the community to be able to collaborate and bring those ghost tours to life. He thanked Commissioner Kiger for coming up with the idea for Hometown Heroes and it was really a special event. It shows that the town cares about their heroes and our freedom.

Commissioner Atkins: The car show was a great success and he appreciates all the volunteers for that. He thanked the Police Department and expressed appreciation for them during the difficult year that they have had.

Mayor Cockerham: He extended his condolences to Cordie Armstrong and her family after the loss of her mother, Barbara East. He stated that we had a unique opportunity with Main Street for it to be a destination in and of itself. The parklets add character to downtown, encouraging people to get out, have dinner and walk around to see what downtown has to offer. There has been a huge growth in Main Street businesses since the Main Street Committee started in 2017. There has been growth in the number of businesses opening and sales tax numbers. He commended Jerry Venable and his group of people for doing such a great job with the car shows. He thanked everyone for their patience during the paving process. He looks forward to opening up the water inter-connect with the City of Mount Airy and thanked them for their partnership, as well as the county commissioners, in that project.

Other Business

No other business to discuss

Adjourn or Recess

Commissioner Atkins made a motion to adjourn and it was unanimous.

Respectfully Submitted:

Attest:

Holly Utt
Town Clerk

Evan Cockerham
Mayor

**Town of Pilot Mountain
Board of Commissioners Meeting
Thursday, July 21, 2022
6:00 PM**

Members Present: Mayor Evan Cockerham, Commissioner Donna Kiger, Commissioner Scott Needham, Commissioner Dwight Atkins and Commissioner Rachel Collins via Zoom.

Staff Present: Town Manager, Michael Boaz and Town Clerk, Holly Utt

Call to order 6:00 PM

Mayor Cockerham called the meeting to order at 6:00 PM. Commissioner Atkins led the Pledge of Allegiance.

Adoption of Agenda

Commissioner Atkins made a motion to adopt the agenda as presented and it was unanimous.

Public Comment

Tammy Snow, 845 Carson Road, was present to address the Board. The neighbor at 815 Carson Road has over 50 free-range chickens. The neighbor's fence is approximately 65 feet from her bedroom window and well. In June 1997 she had surgery and now has a compromised immune system and has to take shots. She has to be careful in situations that that could be harmful to her health. In addition to the hazards of having chickens, the quality of life has deteriorated. The smell is attracting rodents and flies and she is concerned that this will also cause property values to fall. She requested the Board's assistance to help with this cause before it gets worse. She thanked them for their time and consideration.

Mr. Boaz stated that the code enforcement officer went out today to start the investigation. In the ETJ you are allowed to have chickens but it is defined by ordinance. If there are more chickens on the property than allowed then the town will do their part to conform to ordinance.

Joanne Lucas, 815 Carson Road, was present to address the Board. She stated that this is much more than a health issue, it is more of a civil issue. There is more going on than what the Board is being told. They previously asked the Snow's if they could place the chicken houses in a certain area. She stated that Mr. Snow told her that he didn't care as long as it was 50 foot off the property line. She said the Snow's try to control people on their road. They are putting the fence up because Mr. Snow told them they needed to put the fence up. She just wanted the Board to know that this went way deeper than a health issue, it is a civil issue. They raise chickens to feed their family and they do not sell anything off their property.

Robert Lucas, 815 Carson Road, was present to address the Board. He asked if they neighbor across the street had been turned in because they have chickens.

Board & Committee Reports

Chairman Pell provided the following sales numbers from the ABC Store:

June 2021 sales: \$181,000

June 2022 sales: \$209,463
Increase of 14.22%

New Business

2022 Wastewater Collection System Capital Project Ordinance

Mr. Boaz stated that this was grant funding that was received for the collection system rehabilitation project. Commissioner Needham made a motion to approve the ordinance and it was unanimous.

Mr. Boaz stated that the water line inter-connect has been installed, all but 200 feet. They have made some taps and they are out of material to make taps. The contractor is currently waiting on installation of the water pressure valve before water can be turned on. There is no update on when the equipment will be in and installed, hopefully by the end of August.

2022 Distribution System Capital Project Ordinance

Mr. Boaz stated that this ordinance would create a budget for the distribution rehab project to replace some water lines and add a section of water line from Main Street down Hamlin, add valves and replace hydrants. Commissioner Atkins made a motion to approve the ordinance and it was unanimous.

Resolution 2022-11: In Support of PART

Mayor Pro-Tem and Commissioner Needham asked to update the language in the ordinance to ask PART to continue service in Pilot Mountain This service is available to all citizens of Surry County and free to use. The resolution expresses the Town's support of the mission of Piedmont Area Regional Transportation. Commissioner Kiger made a motion to adopt the resolution with the added language and it was unanimous.

Downtown Plan of Work

Mr. Boaz stated that this plan was developed as part of the downtown associate community program. It shows the work that they plan to do in the next year. Commissioner Needham stated that he was impressed with the amount of people that came out and supported this effort. Commissioner Needham made a motion to approve the downtown plan of work and it was unanimous.

Parks and Rec Master Plan

Mr. Boaz announced that a grant has been received to purchase the property and land that the Armfield Civic Center sets on. This will be a significant change for the town and presented the proposed master plan. He asked the Board to sign an on call agreement with McGill associates for engineering work. This will be paid for by state funds. Mayor Cockerham stated that there was a building inspection completed and we are going to have them to look at it from an operational stand point. Commissioner Collins made a motion to allow the town manager to sign agreements and it was unanimous.

Social District

This would allow visitors to go into a permitted establishment and purchase a drink and leave the establishment and stay within the designated area. The ordinance is written from 11am – 10pm daily, not just for events. They will work closely with the PD to make sure everything goes smoothly. Commissioner Kiger asked what the rationale was for limiting it. Commissioner Atkins stated that he would like to have the Board take a closer look at the hours and take into consideration Sunday's and children being in town for Halloween etc. Commissioner Kiger stated that she was worried about having it all the time. Just start

out small and see how it goes and maybe extend it if all goes well. Event days would be a good time to try it out. Mr. Boaz stated that he would take this back and re-work it and look at the statutes about hours and such and bring it back in September.

FY 2022 Budget Amendment 4

Mr. Boaz stated that this budget amendment will make sure there are no budget overages from the previous fiscal year. Commissioner Atkins made a motion to approve BD 4 and it was unanimous.

Administrative Reports

Town Manager & Staff Reports

- The town has been awarded \$2 million in grant funding for water and sewer work. It can also be used for engineering cost. He is currently working with Withers Ravenel to come up with an additional plan. The next round of projects in the CIP are not until 2025 and we are ahead of schedule with grant. \$17 million in ARPA grant funds and saving the rate paying customers a lot.
- \$475K has been earmarked for general purposes. The plan is to use 50K for public safety, 150K for re-surfacing the town hall parking lot, expand the Depot Street park and purchase the Armfield Civic Center if that goes through. The library is in need of replacing the elevator and Christy & Jenny are working on a plan for fundraising.

Commissioner Kiger asked about the streambank restoration project. Mr. Boaz stated that they are done with design and are getting permits and there has been discussion about stating areas for construction.

Commissioner Atkins asked about the paving on Dodson Mill Road. Mr. Boaz stated that Dodson Mill Road is a DOT maintained street and he advised anyone to call the Elkin DOT office and inquire as to why they did not use asphalt.

Mayor and Commissioners Comments

Commissioner Atkins: Armfield Board and went over the financials and they were asking when the property acquisition could happen. Mr. Boaz stated that it could be late September or early October.

Commissioner Kiger: Commended ESLL for doing such a great job in maintaining the fields and being able to bring in teams from other towns. She noted that in June she did a ride along with Chief Jackson. She was really surprised at the number of drug arrests in the short amount of time she was with him. She commended the police department for being really good at what they do and she will continue to support them.

Commissioner Collins: Had the pleasure of volunteering at the pig out and cruise in. Really nice seeing the people that come and love our town. It's very uplifting.

Commissioner Needham: Excited about the events coming up. He's very proud and happy to live in this town. He loves this town and loves seeing the volunteers. Commended everyone involved. It shows how much the Pilot Mountain community cares. We are very lucky to have the great people that work together.

Mayor Cockerham: Stated that he had received questions about the Armfield Center acquisition. He wanted to let the public know that they are approaching it very carefully and having inspections done. Will receive a grant to pay off their debt. This will improve operations and prepare for long term expenses

such as the playground, HVAC etc. It is an important facility to our community and they have had a great group of volunteers to keep it going. We have a lot of advantages that other small towns don't have. Commended PD for all the hard work that they do. Our community is very safe and that comes from investment in Public Safety. The events that the town has are beneficial to visitors and the community.

Dennis Manuel gave a report for the rescue squad. There have been 437 calls year to date. Of those calls, 254 were for the county, 126 inside the city limits and 57 in Stokes. He gave an update on the rescue squad building. They have been given a price to construct a new building of \$632K. They have received \$73,674 in grant money and had to spend \$16,500 on a new HVAC. He has spoken with Mr. Boaz about the land on the bypass that they own. They have a potential buyer if they can get it re-zoned. He expressed concern about the on-street dining. He said it was worrisome because people are just not paying attention and looking at their phones while driving and it concerns him.

Closed Session

Commissioner Needham made a motion to enter into closed session and it was unanimous.

Commissioner Kiger made a motion to come out of closed session and it was unanimous. There was nothing to report from the closed session.

Other Business

No other business to discuss

Adjourn or Recess

Commissioner Atkins made a motion to adjourn and it was unanimous.

Respectfully Submitted:

Attest:

Holly Utt
Town Clerk

Evan Cockerham
Mayor



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

ABC Board Report	
<u>Background Information:</u>	
Chairman Pell provided the following report: June 2021 Sales: 166,755 June 2022 Sales: 189,431 An increase of 15.38%	
<u>Staff Recommendation:</u>	Information only
<u>Possible Board of Commissioner Actions</u>	
<ul style="list-style-type: none">• Take no action	
<u>Attachments</u>	
<ul style="list-style-type: none">• None	



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

Social District	
<u>Background Information:</u>	
I have updated the proposed social district ordinance to allow alcohol on the streets from 10 AM to 11 PM, Thursday-Saturday.	
<u>Staff Recommendation:</u>	Approve ordinance as presented.
<u>Possible Board of Commissioner Actions</u>	
<ul style="list-style-type: none">• Approve ordinance as presented• Make changes to and approve ordinance• Deny approval of ordinance• Take no action	
<u>Attachments</u>	
<ul style="list-style-type: none">• Ordinance 2022-01• Social District Maintenance Plan	

**TOWN OF PILOT MOUNTAIN
ORDINANCE 2022-01**

SOCIAL DISTRICTS

CREATION OF PILOT MOUNTAIN SOCIAL DISTRICT

WHEREAS, N.C.G.S 160A-205.4 gives local governments the power to create social districts; and,

WHEREAS, The Board of Commissioners believes that the creation of a social district would further the economic development efforts in downtown Pilot Mountain.

NOW THEREFORE, be it ordained by the Board of Commissioners of the Town of Pilot Mountain, in the State of North Carolina, as follows:

SECTION 1: ADOPTION “ARTICLE 38-VI SOCIAL DISTRICTS” of the Pilot Mountain Municipal Code is hereby *added* as follows:

ADOPTION

ARTICLE 38-VI SOCIAL DISTRICTS*(Added)*

Sec 38-160 Purpose and Intent

- (a) Pursuant to the provisions of G.S. 160A-205.4, et. sq., on or more social districts may be created within the Town and the Town hereby creates and designates the following social district: Downtown Pilot Mountain Social District which is designated as shown on a map dated July X, 2022; the map is available in the office of the Town Clerk, and signage and/or markings shall be posted clearly delineating the boundaries of the social district.
- (b) The Downtown Pilot Mountain Social District shall be created, designated, and managed in accordance with the requirements contained in N.C.G.S. 160A-205.4 and Chapter 18B.

Sec 38-161 Definitions

Social District means and refers to a defined outdoor area in which a citizen may consume alcoholic beverages sold by a permittee. This term does not include the permittee's licensed premises or an extended area allowed under N.C.G.S 18B-904(h).

Permittee means and refers to a person holding any of the following ABC permits issued by the North Carolina Alcoholic Beverage Control Commission established under N.C.G.S. 18B-200:

- (a) An on-premises malt beverage permit issued pursuant to N.C.G.S 18B-1001(1).
- (b) An on-premises unfortified wine permit issued pursuant to N.C.G.S. 18B-1001(3).
- (c) An on-premises fortified wine permit issued pursuant to N.C.G.S. 18B-1001(5).
- (d) A mixed beverage permit issued pursuant to N.C.G.S. 18B-1001(10).
- (e) A distillery permit issued pursuant to N.C.G.S. 18B-1100(5).

Person means and refers to an individual, firm, partnership, association, corporation, limited liability company, or other organization or group, or other combination of individuals acting as a unit.

Premises means and refers to a fixed permanent establishment, including all areas inside or outside the permitted establishment, where the permittee has control through a lease, deed, or other legal process.

Sec 38-162 Application

- (a) The provisions and terms considered in this section shall be applicable between the hours of 10:00 AM and 11:00 PM, Thursday-Saturday. At all other times, the provisions and terms contained in this section are not in effect and all provisions of State and local laws concerning the possession and consumption of alcohol shall be in full force and effect.
- (b) Any alcoholic beverage purchased for consumption in the Downtown Pilot Mountain Social District shall only be consumed in the Downtown Pilot Mountain Social District and be disposed of before the person in possession of the alcoholic beverage exits the Downtown Pilot Mountain Social District unless the person is re-entering the licensed premises where the alcoholic beverage was purchased.

Sec 38-163 Requirements for sale of alcoholic beverages

A permittee located in or contiguous to the Downtown Pilot Mountain Social District may sell alcoholic beverages for consumption within the Downtown Pilot Mountain Social District it is located in or contiguous to in accordance with the following requirements:

- (a) The permittee shall only sell and serve alcoholic beverages on its licensed premises.
- (b) The permittee shall only sell alcoholic beverages for consumption in the Downtown Pilot Mountain Social District in a container that meets all of the following requirements:
 - (1) The container clearly identifies the permittee from which the alcoholic beverage was purchased.
 - (2) The container clearly displays the logo of the Downtown Pilot Mountain Social District.
 - (3) The container is not made of glass.
 - (4) The container displays, in less than 12-point font, the stated, "Drink Responsibly—Be 21."

- (5) The container shall not hold more than sixteen (16) fluid ounces.
- (c) The permittee shall not allow a person to enter or re-enter its licensed premises with an alcoholic beverage not sold by the permittee.

Sec 38-164 Requirements for possession and consumption of alcoholic beverages

The possession and consumption of an alcoholic beverage in the Downtown Pilot Mountain Social District is subject to all of the following requirements:

- (a) Only alcoholic beverages purchased from a permittee located in or contiguous to the Downtown Pilot Mountain Social District may be possessed and consumed.
- (b) Alcoholic beverages shall only be in containers meeting the requirements set forth in this section.
- (c) Alcoholic beverages shall only be possessed and consumed during the days and hours set forth in this section.
- (d) Nothing in this section shall be construed as authorizing the sale and delivery of alcoholic beverages in excess of the limitation set forth in N.C.G.S. 18B-1010.
- (e) A person shall dispose of any alcoholic beverage in the person's possession prior to exiting the Downtown Pilot Mountain Social District unless the person is re-entering the licensed premises where the alcoholic beverage was purchased.

SECTION 2: **AMENDMENT** “Sec 38-156 Penalty--Conflict” of the Pilot Mountain Municipal Code is hereby *amended* as follows:

AMENDMENT

Sec 38-156 Penalty--Conflict

~~Any violation of this chapter shall constitute a misdemeanor, punishable as provided in G.S. 14-4. A first violation of a public street festival or special event permit issued pursuant to this chapter shall result in the issuance of a written warning to the permittee. A second violation within one year of the first shall result in an immediate revocation of the permit and a sixty-day ban on future permits. Additionally, a violation of any of the provisions of this article shall subject the offender to a civil penalty of up to \$500.00. If a person fails to pay this penalty within ten days after being cited for a violation, the town may seek to enforce this section through any appropriate equitable action. Each day that a violation continues after the offender has been notified of the violation shall constitute a separate offense. The town may seek to enforce this article by using any one, or a combination, of the foregoing remedies. In the event of a conflict between the provisions of this chapter and any other town ordinance, the provisions of this chapter shall control. The enactment of this chapter, however, shall not result in any change of the general applicability of any other town ordinance.~~

SECTION 3: REPEALER CLAUSE All ordinances or resolutions or parts thereof, which are in conflict herewith, are hereby repealed.

SECTION 4: SEVERABILITY CLAUSE Should any part or provision of this Ordinance be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the Ordinances a whole or any part thereof other than the part so declared to be unconstitutional or invalid.

SECTION 5: EFFECTIVE DATE This Ordinance shall be in full force and effect from _____ and after the required approval and publication according to law.

PASSED AND ADOPTED BY THE TOWN OF PILOT MOUNTAIN COUNCIL

_____.

	AYE	NAY	ABSENT	ABSTAIN
Scott Needham	_____	_____	_____	_____
Donna Kiger	_____	_____	_____	_____
Rachel Collins	_____	_____	_____	_____
Dwight Atkins	_____	_____	_____	_____

Presiding Officer

Attest

Evan Cockerham, Mayor, Town of
Pilot Mountain

Holly Utt, Town Clerk Town of Pilot
Mountain

TOWN OF PILOT MOUNTAIN

DOWNTOWN PILOT MOUNTAIN SOCIAL DISTRICT

MAINTENANCE AND OPERATIONS PLAN

DOWNTOWN PILOT MOUNTAIN SOCIAL DISTRICT MAINTENANCE AND OPERATIONS PLAN

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Maintenance and Operations Plan

Introduction

On September 8, 2021, Session Law 2021-150 was ratified, allowing local governments to establish “Social Districts” within their jurisdictions. These Social Districts allow for common areas where licensed establishments (e.g., bars, breweries, restaurants) may sell alcoholic beverages in designated containers to be taken into the common area for consumption. The Town of Pilot Mountain (the “Town”) has established such a Social District, designated “Downtown Pilot Mountain Social District.”

In the plan that follows, the management and maintenance of the Downtown Pilot Mountain Social District is outlined. The plan will be submitted to the North Carolina ABC Commission and placed on the City of Pilot Mountain website.

Management

The Downtown Pilot Mountain Social District will be jointly managed by the Town of Pilot Mountain Downtown Development Department, the Police Department, the Planning and Zoning Department, and the Public Works and Utilities Department.

Potential Participating Permit Holders

ABC permit holders adjoining or located within the District shall apply for and obtain a Social District permit from the Planning and Zoning Department of the Town at no cost to the applicant. The establishment shall be responsible to abide by the rules, regulations and requirements promulgated by the Town, the ABC Commission and ABC statutory requirements governing Social District activities.

District Boundaries

The Downtown Pilot Mountain Social District is shown on page 8 hereinafter. Refer to page 8 for a map of the Social District boundary.

Operations

The Downtown Pilot Mountain Social District will operate from 10AM to 11 PM, Thursday, Friday and Saturdays.

District Designation

Boundaries of the Social District will be clearly marked with signs affixed to all entrance/exit points.

Beverage Containers and Rules of Use

The following regulations apply to containers within the Social District:

- (i) The container prominently displays the Social District permittee's trade name or logo and a mark that is unique to the Social District permittee under the District permittee's on-premises license.
- (ii) The container prominently displays a logo or some other mark that is unique to the Downtown Pilot Mountain Social District as authorized by the Town.
- (iii) The container displays, in no less than 12 point font, the statement, "Drink Responsibly – Be 21."
- (iv) The container is not comprised of glass material.
- (v) The container has a liquid capacity that does not exceed 16 ounces.
- (vi) Containers will be provided by the permittee after approval of the City.
- (vii) Social District containers may not be carried into another establishment.
- (viii) The permittee shall not allow a person to enter or re-enter its licensed premises with an alcoholic beverage not sold by the permittee.
- (ix) A person shall dispose of any alcoholic beverage in the person's possession prior to exiting the social district unless the person is re-entering the licensed premises where the alcoholic beverage was purchased.

Financing

The costs of establishing and managing the Downtown Pilot Mountain Social District will be funded by the Town of Pilot Mountain.

Security and Enforcement

Security and enforcement in the Social District will be provided by the Town of Pilot Mountain Police Department.

Insurance

The Town of Pilot Mountain is insured for its management and operation of the Social District.

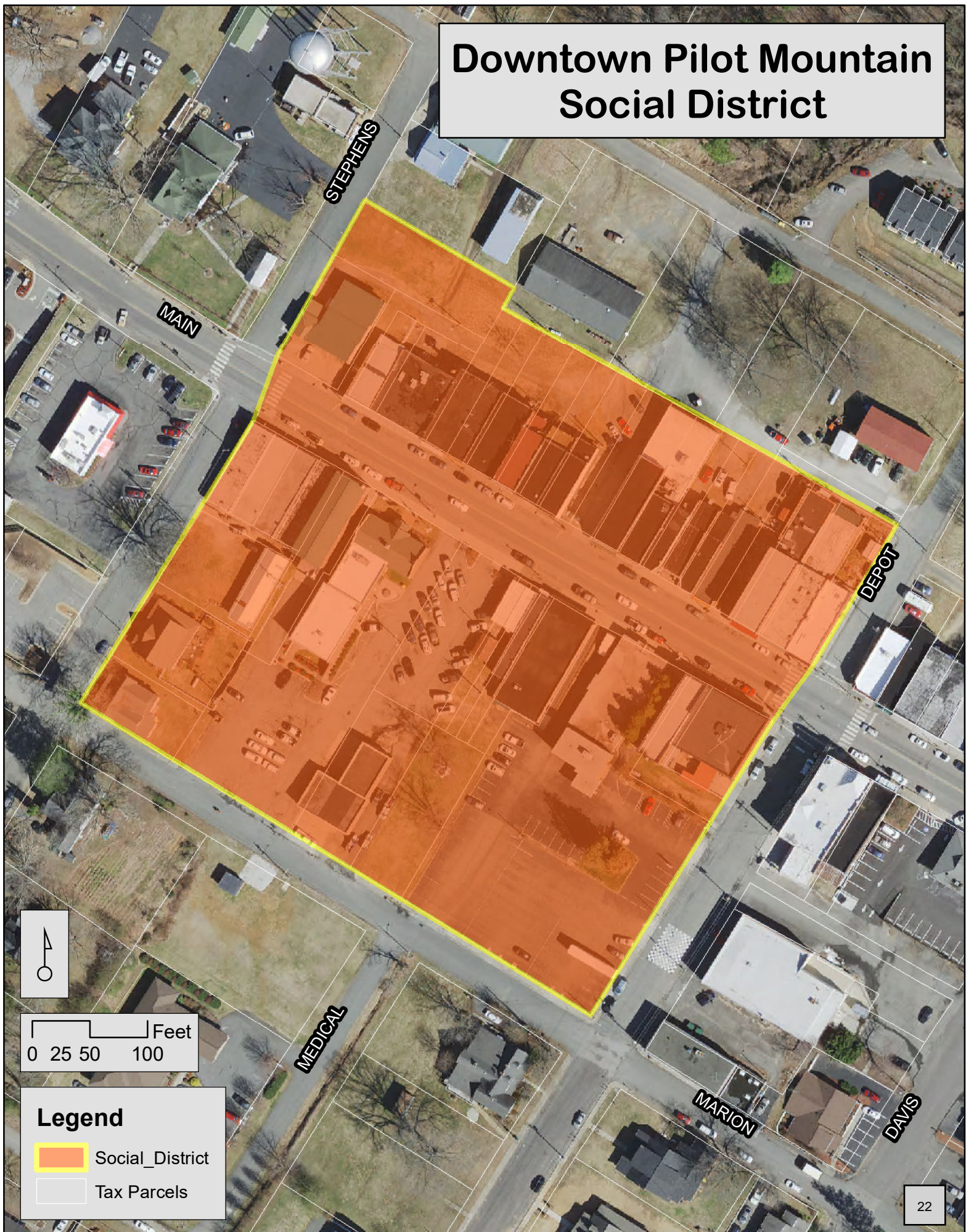
Sanitation and Maintenance

The Town's Public Works Department will provide sanitation services within the district including trash removal and litter pick up. Trash/recycling receptacles will be located at the boundaries of the Social District to encourage patrons to properly dispose of their used cups and unconsumed alcohol, as well as throughout the Social District as presently available throughout the downtown.

Marketing and Promotion

Marketing and promotion of the Social District will be provided by the Town of Pilot Mountain in collaboration with ABC permitted establishments adjacent to the Social District.

Downtown Pilot Mountain Social District



**Pilot Mountain Town Hall
124 West Main St.
Pilot Mountain, NC 27041**



**(Phone) - 336.368.2247
www.pilotmountainnc.org**

MEMORANDUM

TO: Mayor and Board of Commissioners
FROM: Michael Boaz, Town Manager/Finance Officer
DATE: August 5, 2022
RE: August 2022 Manager's Report

- NC DOT continues to work on the Town's paving project. We hope it will be finished soon. They are scheduled to work on Depot Street the week of August 8.
- NC DOT is planning to finish the repaving work on W Main Street. Unfortunately, this work will be done at night. They are planning to start the week of August 15 and believe that the work will take about 2 weeks.
- I did not have time to get the finance report completed before it was time to issue the agenda. I hope to distribute it on Monday. I am working to get all the necessary items wrapped up for the audit and so I am running behind on other projects.

PROJECT UPDATES

1. Depot Street Stream Restoration Project: Design is underway and should be completed by August. We anticipate construction to begin in the fall.
2. Street Paving Project: Paving is ongoing.
3. Water Treatment Upgrade: The project is nearing completion. Currently waiting on PRV to arrive and additional materials for hanging the line on the bridge at the existing Water Plant.
4. Streetscape Project: Duke Energy has provided the details on Option B. WR is continuing to evaluate that option.
5. WWTP & Pump Station Project: The Notice to Proceed has been issued to the contractor. There will not be a lot of progress on this project for some time as there is significant lead time on the equipment.



TOWN OF PILOT MOUNTAIN

Monthly Financial Dashboard

FISCAL YEAR ENDING June 30, 2023

Reporting Period: July 1-July 31 2022

OUR CASH AND INVESTMENTS

Balances on July 31, 2022, in whole dollars

CASH & INVESTMENTS BY FUND

GENERAL FUND

	July 2021	July 2022
Central Depository	\$ 111,562	\$ 53,719
NCCMT	(3,621)	(2,923)
NCCMT-Powell Bill	711	107,766
NCCMT-Term Account	(18)	-
Police Drug Forfeiture	1,303	454
Centura Bank CD	25,031	25,031
Fiduciary Funds	46,040	59,136
TOTAL GENERAL FUND	\$ 181,008	\$ 243,182

OTHER FUNDS

	July 2021	July 2022
Water & Sewer Fund	\$ 11,700	\$ (19,137)
NCCMT-Water/Sewer	\$ 5,557	\$ 6,241
Water & Sewer AIA	\$ 3,993	\$ -
Streambank	N/A	\$ 650,000
WWTP Upgrade	\$ (880)	\$ (3,010)
Sunset/Simmons Water	(\$119,323)	\$10,088
Water Treatment Upgrade	(\$17,643)	(\$265,042)
Streetscape Project	\$0	\$0
Sunset Sewer Project	(\$3,955)	(\$58,272)
Street Resurfacing	\$6,019	\$607,467
Capital Reserve	\$ 8,674	\$ 44,341
ARPA Funds	\$ 225,160	\$ 196,789
TOTAL OTHER FUNDS	\$ 119,302	\$ 1,169,466

TOTAL CASH & INVESTMENTS TOWN-WIDE

	July 2021	July 2022
ALL FUNDS	\$ 300,310	\$ 1,412,648

OUR CASH FLOWS...

GENERAL FUND REVENUES & EXPENDITURES	Comparison of FYTD %	
	Prior FYTD %	Current FYTD %
Fiscal Year Budget	\$ 1,754,560	\$ 2,194,700
Revenues Fiscal Year to Date	3.00%	4.00%
Expenses Fiscal Year to Date	12.56%	12.05%
WATER & SEWER ENTERPRISE FUND		
Fiscal Year Budget	\$ 1,274,390	\$ 1,274,390
Revenues Fiscal Year to Date	7.60%	6.75%
Expenses Fiscal Year to Date	10.44%	9.20%
WWTP & PUMP STATION REHAB PROJECT		
Project Budget	\$ 1,374,500	\$ 1,374,500
Revenues Project to Date	\$ 122,445	3.83%
Expenses Project to Date	\$ 167,827	8.70%
Water Treatment Upgrade Project		
Project Budget	\$ 3,978,000	\$ 3,978,000
Revenues Project to Date	\$ 3,675,162	10.72%
Expenses Project to Date	\$ 4,156,545	11.38%
Sunset Sewer Rehabilitation Project		
Project Budget	\$ 2,573,038	\$ 2,573,038
Revenues Project to Date	\$ 2,056,327	55.71%
Expenses Project to Date	\$ 2,133,417	55.07%
WATER & SEWER AIA PROJECT		
Project Budget	NA	\$ 305,000
Revenues Project to Date	\$ 332,279	97%
Expenses Project to Date	\$ 314,278	96%

SPECIFIC REVENUE COLLECTIONS AT A GLANCE...

Comparison of FY %				Comparison of Monthly Expenses			
		Prior	Current	Fiscal Year		YTD Expenses	
AD VALOREM PROPERTY TAX		FY %	FY %	2022 Budget		Prior FY	Current FY
Fiscal Year Budget		\$	955,760	\$	968,150		
Revenues this Month	\$ 10,951	0.00%	1.13%	Governing Body	\$ 125,480	\$ 10,881	\$ 12,758
Revenues FYTD	\$ 10,951	0.00%	1.13%	Administration	291,960	42,250	46,341
SALES & USE TAX				Community & Economic D	26,500	4,458	5,850
Fiscal Year Budget	\$	558,630	\$ 630,000	Downtown Revitalization	166,610	19,584	18,242
Revenues this Month	\$ 55,181	8.75%	8.76%	Police Dept	939,510	107,456	122,579
Revenues FYTD	\$ 55,181	8.75%	8.76%	Street Dept	127,230	8,555	7,211
UTILITY FRANCHISE TAX				Powell Bill	42,530	3,340	3,800
Fiscal Year Budget	\$	110,000	\$ 110,000	Sanitation	342,930	49,001	42,290
Revenues this Month	\$ -	0.00%	0.00%	Pilot Center	18,870	4,780	5,444
Revenues FYTD	\$ -	0.00%	0.00%	Library	39,370	3,340	-
REFUSE COLLECTION FEES				Debt Service	73,710	-	-
Fiscal Year Budget	\$	72,470	\$ 75,000	Non Departmental	-	-	-
Revenues this Month	\$ 6,860	9.47%	9.15%		\$ 2,194,700	\$ 253,644	\$ 264,514
Revenues FYTD	\$ 6,860	9.47%	9.15%	Fiscal Year Budget		\$ 2,019,560	\$ 2,111,592
SALES & SERVICES				YTD % of Annual Budget Expended		12.56%	12.05%
Fiscal Year Budget	\$	25,700	\$ 60,700	WATER & SEWER ENTERPRISE FUND			
Revenues this Month	\$ 3,405	10.48%	5.61%	General	\$ 351,300	\$ -	\$ -
Revenues FYTD	\$ 3,405	10.48%	5.61%	Water/Sewer Administration	226,920	18,615	27,560
WATER & SEWER ENTERPRISE FUND REVENUES				Production	233,240	22,990	11,375
Fiscal Year Budget	\$	1,006,590	\$ 1,274,390	WWTP	278,020	19,462	18,472
Revenues this Month	\$ 85,966	7.60%	6.75%	Line Maintenance	184,910	44,062	59,896
Revenues FYTD	\$ 85,966	7.60%	6.75%		\$ 1,274,390	\$ 105,129	\$ 117,303
				Fiscal Year Budget		\$ 1,006,590	\$ 1,274,390
				YTD% of Annual Budget Expended		10.44%	9.20%

**Pilot Mountain Police Department
Monthly Report for July 2022**

Accidents

7/7/2022 S Davis St @ E Pine St
 7/11/2022 725 E 52 Byp
 7/22/2022 647 S Key St
 7/25/2022 683 S Key St
 7/26/2022 419 E Main St

	TOTAL	AMOUNT	RECOVERED
Police Service	228		
Wrecks Investigated	6	\$ 12,850.00	
Assaults	2		
Larcenies	3	\$ 5,180.00	
Disturbances/Domestic	9		
Burglar Alarms	8		
Breaking & Entering	1	\$ 700.00	
MIP & Property Damage	2	\$ 1,600.00	
Traffic Citations	62		
Intoxicated Drivers	3		
Intoxicated Pedestrians	0		
Forgery/Fraud/Scam	2	\$ 1,800.00	
Armed Robbery	0		
Drug Charges	9		
Other Crimes	11		
Total Arrests	12		
Totals:	358	\$ 22,130.00	

OTHER:

7/5/2022 Served OFA X 3
 7/7/2022 Trespassing
 Disorderly Conduct
 R.D.O.
 7/11/2022 Served Criminal Summons
 7/21/2022 Possession of Methamphetamine
 Possession of Heroin
 Possession of Cocaine
 Possession of Drug Paraphernalia
 7/29/2022 Simple poss of Sch II
 Simple poss of Sch III
 CCW
 Simple poss of Sch VI
 Possession of Drug Paraphernalia
 Possession of Marijuana Paraphernalia
 Open Container of Alcohol
 7/31/2022 Served WFA
 Served OFA

Concern Report

	Reference #	Status	Date Entered	Description of Concern
	Concern Type		Date Closed	
	Concern Address		Days to Resolve	
1	RAC-2022-00038	IN PROGRESS	07/11/2022	CAR PORT ON PROPERTY LINE
	ZONING VIOLATIONS		07/26/2022	
			15	
2	RAC-2022-00039	IN PROGRESS	07/26/2022	
	DEBRIS ON PROPERTY			
	708 W MAIN ST		10	
3	RAC-2022-00040	WARNING ISSUED	07/26/2022	
	DEBRIS ON PROPERTY			
	400 W MAIN ST		10	

General Services Work Order Applications

Applications For the Date Range 07/01/2022 Thru 07/31/2022

#	Reference #	Requesting Dept.	Job Type	Location	Description	Date Entered	Date Issued	Days Open
STATUS: CLOSED								
1	JOB-2022-00266	DPW	OTHER	221 LYNCHBURG RD UNIT 11	TURN WATER OFF FOR FINAL. METER #1700027113	7/5/2022	7/5/2022	0
2	JOB-2022-00270	DPW	PUMP STATION	ARMFIELD CIVIC CENTER	POWER FAILURE. ASSIST PUMP TRUCK	7/5/2022	7/5/2022	0
3	JOB-2022-00269	DPW	PUMP STATION	DAVIS STREET	REPLACED FAULTY FLOAT	7/5/2022	7/5/2022	0
4	JOB-2022-00265	DPW	OTHER	221 LYNCHBURG RD UNIT 11	TURN WATER OFF FOR FINAL. METER #1700027113	7/5/2022	7/5/2022	0
5	JOB-2022-00264	DPW	OTHER	318 N KEY ST UNIT 124	TURN WATER ON FOR PROPERTY OWNER. METER # 1700027285	7/5/2022	7/5/2022	0
6	JOB-2022-00273	DPW	PLUMBING	WATER PLANT	REPAIRED BROKEN WATER LINE	7/6/2022	7/6/2022	0
7	JOB-2022-00272	DPW	STORM WATER	502 DODSON MILL RD	CLEAN DEBRIS FROM STORM DRAIN	7/6/2022	7/6/2022	0
8	JOB-2022-00271	DPW	OTHER	CEMETERY SECTION D & J	FOR THURSDAY, 7/7 @ 1 PM - SHOW PLOTS D077 & 078 AND PLOTS J157 & 158 TO CHARITY COX	7/6/2022	7/7/2022	1
9	JOB-2022-00279	DPW	GARBAGE/RECYCLING	108 NEVA ST	BULK PICK UP FOR MONDAY, JULY 18	7/8/2022	7/18/2022	10
10	JOB-2022-00278	DPW	GARBAGE/RECYCLING	522 W 52 BYPASS	REMOVE DEER	7/8/2022	7/8/2022	0
11	JOB-2022-00281	DPW	PUMP STATION	LOLA LN.	REMOVED AND REPLACED LIFT PUMP	7/10/2022	7/10/2022	0
12	JOB-2022-00284	DPW	OTHER	203 NELSON ST UNIT D	TURN OFF FOR FINAL. METER #1700026886	7/11/2022	7/12/2022	1
13	JOB-2022-00283	DPW	OTHER	316 E MAIN	REPLACE METER. HOLD OLD METER IN SHOP FOR RMA.	7/11/2022	7/20/2022	9
14	JOB-2022-00282	DPW	OTHER	110 S DAVIS STREET	REPLACE METER. HOLD OLD METER IN SHOP FOR RMA.	7/11/2022	7/20/2022	9
15	JOB-2022-00286	DPW	PUMP STATION	OLD BARN CIRCLE	INSTALL NEW LIFT PUMP.	7/12/2022	7/12/2022	0
16	JOB-2022-00285	DPW	SEWER	105 LYNCHBURG RD	SEWER BACK UP	7/12/2022	7/18/2022	6
17	JOB-2022-00289	DPW	GARBAGE/RECYCLING	200 S DEPOT ST UNIT 2	UNIT 2 NEEDS A GARBAGE CART	7/13/2022	7/15/2022	2
18	JOB-2022-00288	DPW	GARBAGE/RECYCLING	200 NELSON ST	DELIVER RECYCLING CART	7/13/2022	7/15/2022	2
19	JOB-2022-00291	DPW	OTHER	135 S KINGSTON ST	FLUSH LINE. WATER IS DIRTY AND SHE IS AT THE END OF THE LINE	7/14/2022	7/15/2022	1
20	JOB-2022-00292	DPW	GARBAGE/RECYCLING	278 S BOYLES ST	PICK UP EXTRA GARBAGE CAN BY THE CURB	7/15/2022	7/15/2022	0
21	JOB-2022-00295	DPW	PUMP STATION	LOLA LN.	REMOVED LIFT PUMP TO SEND OUT FOR REPAIRS .	7/18/2022	7/18/2022	0
22	JOB-2022-00296	DPW	PUMP STATION	LOLA LN.	REMOVED LIFT PUMP TO SEND OUT FOR REPAIRS.	7/18/2022	7/18/2022	0
23	JOB-2022-00294	DPW	STORM WATER GRADE DRAINAGE DITCH	105 LYNCHBURG RD.	GRADE DRAINAGE DITCH FROM PREVIOUS SEWER LINE REPAIR.	7/18/2022	8/4/2022	17

General Services Work Order Applications

Applications For the Date Range 07/01/2022 Thru 07/31/2022

#	Reference #	Requesting Dept.	Job Type	Location	Description	Date Entered	Date Issued	Days Open
24	JOB-2022-00293	DPW	INSPECTION WATER LINE	149 QUEEN ST	RESIDENT SAYS THERE IS A POSSIBLE LEAK, PROBABLY BETWEEN THE METER AND THE HOUSE. SHE SAYS THAT THE TOWN INSTALLED THE WATER LINE BETWEEN THE METER AND THEY HOUSE WHEN THE TAP WAS PUT IN YEARS AGO.	7/18/2022	7/20/2022	2
25	JOB-2022-00297	DPW	OTHER	101 GOLF COURSE RD - PQA HEALTHCARE	TURN WATER ON. METER #1700027813	7/20/2022	7/20/2022	0
26	JOB-2022-00300	DPW	OTHER	VARIOUS LOCATIONS	RE-READS FOR AUG. BILLING	7/21/2022	7/26/2022	5
27	JOB-2022-00299	DPW	GARBAGE/RECYCLING	1020 W 52 BYPASS	TAKE GARBAGE CART AND RECYCLING CART	7/21/2022	8/4/2022	14
28	JOB-2022-00298	DPW	GARBAGE/RECYCLING	224 S BOYLES ST	REPLACE RECYCLE CART	7/21/2022	8/4/2022	14
29	JOB-2022-00302	DPW	OTHER	163 FRIENDLY LN	WATER PRESSURE IS HIGH	7/26/2022	7/26/2022	0
30	JOB-2022-00303	DPW	OTHER	VARIOUS LOCATIONS	CUT OFF FOR NON-PAYMENT - 36 ACCOUNTS	7/27/2022	7/28/2022	1
31	JOB-2022-00307	DPW	OTHER	N DEPOT ST	WATER RUNNING DOWN N DEPOT NEAR LOVELL BERRY LN	7/28/2022	8/4/2022	7
32	JOB-2022-00306	DPW	OTHER	VARIOUS LOCATIONS	TURNED WATER BACK ON FOR 33 ACCOUNTS	7/28/2022	7/28/2022	0
33	JOB-2022-00305	DPW	OTHER	205 N DEPOT ST UNIT B	TURNED WATER ON AFTER HOURS.	7/28/2022	7/28/2022	0
34	JOB-2022-00304	DPW	OTHER	503 E MAIN ST	LOCK METER. CUSTOMER TURNED WATER BACK ON/OFF AFTER DISCONNECTION	7/28/2022	7/28/2022	0
34	TOTAL CLOSED APPLICATIONS							
STATUS: NEW								
1	JOB-2022-00268	DPW	SEWER	701 SADDLE DR	RESIDENT STATES THERE IS A STRONG SMELL OF SEWER AND WANTS LINE CHECKED	7/5/2022		0
2	JOB-2022-00267		STORM WATER	701 SADDLE DR	REPAIR DITCH WHERE WATER LINE WAS REPLACED 2 YEARS AGO. RESIDENT SAYS SHE IS UNABLE TO MOW BECAUSE OF THE ROCKS	7/5/2022		0
3	JOB-2022-00280	DPW	OTHER	729 S KEY - MOUNTAIN VIEW	GET READING ON METER 17132760	7/8/2022		0
4	JOB-2022-00277	DPW	STORM WATER STREET CLEANING	CRESTWOOD DRIVE	CLEAN MUD/DEBRIS FROM THE STREET.	7/8/2022		0
5	JOB-2022-00276		OTHER	609 DODSON MILL RD	REPLACE METER. HOLD OLD METER IN SHOP FOR RMA.	7/8/2022		0
6	JOB-2022-00274	DPW	OTHER	114 MOUNTAINVIEW DR	STRAIGHTEN/SECURE MAILBOX FROM WATER LINE REPAIRS	7/8/2022		0
7	JOB-2022-00290	DPW	OTHER	605 E 52 BYPASS	CHECK DRAIN BETWEEN 605 & 615 E 52 BYPASS. IT IS FLOODING THE PARKING LOT AT THE SALON	7/13/2022		0
8	JOB-2022-00287	DPW	OTHER	524 W MAIN ST	MANHOLE COVER NEEDS SOMETHING UNDER IT - RUBBER SEAL?	7/13/2022		0
9	JOB-2022-00301	DPW	OTHER	326 GOLF COURSE RD	3/4 WATER TAP	7/26/2022		0
9	TOTAL NEW APPLICATIONS							
43	TOTAL APPLICATIONS THIS REPORT PERIOD							