



TOWN OF BLACK MOUNTAIN BOARD OF ALDERMEN
AGENDA WORKSHOP MEETING MINUTES
November 4, 2019

THE BLACK MOUNTAIN BOARD OF ALDERMEN held an agenda workshop on Monday, November 4, 2019 at 5:00 p.m. in the board room of Town Hall, 160 Midland Avenue, Black Mountain, NC. The purpose of the meeting was to review the agenda for the regular monthly meeting scheduled for Monday, November 4, 2019 at 6:00 p.m.

1. CALL TO ORDER

Mayor Don Collins called the meeting to order at 5:00 p.m. with the following members present:

Mayor Don Collins
Vice Mayor Maggie Tuttle
Alderman Ryan Stone
Alderman Larry Harris – arrived at 5:10 p.m.
Alderman Tim Raines
Alderman Carlos Showers – absent

The following staff members were present:

Josh Harrold, Town Manager
Dean Luebbe, Assistant Town Manager
Angela Reece, Assistant to Manager/ Town Clerk
Joe Kidd, Police Lieutenant
Scottie Harris, Fire Chief
Jessica Trotman, Planning Director
Joshua Henderson, Recreation Director
Jamey Matthews, Public Works Director

The Board reviewed the items that were proposed for the November 4, 2019 regular session meeting and made no changes.

Mayor Don Collins opened the meeting. Town Manager, Josh Harrold presented the proposed agenda to the Board of Aldermen. Pastor Mike McDonald of Black Mountain Methodist Church will give the invocation.

Manager Harrold discussed **Item 5B, 5C, and 5D** Resolution to Adopt Code of Ethics #R-19-20, Ordinance to Amend Sections of Chapter 2, Chapter 4, and Chapter 20 of Boards and Commissions #O-19-25, and Advisory Boards, Commission, Committees Policy Revision-Handbook stating these items are all related and recalling passage of the Code of Ethics as a policy a number of years ago and said that staff is following the Town Attorney's recommendation to have the Code of Ethics adopted as a resolution. Manager Harrold discussed amendments to the Code of Ordinances stating staff has added a section establishing the Zoning Board of Adjustment and its powers per NC GS 160A-388. Manager Harrold discussed amendments to the Greenways Commissions powers and clarified with the Board their

Black Mountain Board of Aldermen
Agenda Workshop Minutes November 4, 2019

preference to allow the Commission to appoint subcommittees and the process by which they are to adhere. Manager Harrold sought clarification from the Town Attorney and Board regarding the ABC Board serving without compensation from the Town. Attorney Sneed stated the ABC Board compensates its membership as allowed by statute and suggested the Town having language specific to the Town not providing that compensation. Manager Harrold discussed the revised policy Handbook calling attention to page 5, economic interest statement form stating the direction comes from the UNC SoG. Attorney Sneed clarified that this is not a requirement, but may be asked for of quasi-judicial board members if needed. Attorney Sneed said a statement of economic interest does not change any rules but serves to put board members on notice that they may not vote on matters in which they have an economic interest (conflict). Manager Harrold stated another notable addition to the Handbook is a prohibition of advisory board members (non-employees of the town) to administer a social media page that represents the town or its interests. Manager Harrold stated this would protect the Town's interests and ensure compliance with the social media policy.

Mr. Luebbe discussed **Item 5E, 5F, and 5G** Budget Amendment for Commerce Park Infrastructure Capital, Capital Project Ordinance Amendment – Commerce Park Infrastructure Fund, and Capital Project Change Order Approval #3 - Commerce Park Infrastructure Fund stating these items are related. Mr. Luebbe stated an amendment to the Capital Project Ordinance for the Black Mountain Commerce Park Infrastructure Fund is necessary to reflect the project spanning over multiple fiscal years. Mr. Luebbe stated there have been three change orders during this project and stated the first two totaled \$55,000 for sewer connections and stated Manager Harrold worked with MSD who ultimately covered this expense. Mr. Luebbe stated the third change order for valves would require a contribution of \$41,000 from the Water Fund. Mr. Luebbe stated if there are no other change orders by the conclusion of the project the Town would have spent \$41,000 on the \$1.75M project. Manager Harrold stated the change order relates to the Asheville waterline changeover, accepting new customers into the Town. Manager Harrold stated the City has now asked the Town to accept an additional 2,400 feet of line and about 30 more customers due to the geography of the area and available area to place a valve.

Manager Harrold discussed **Item 7A**, Offer received to purchase Town owned property located at 2992 U.S. Hwy 70, Black Mountain NC (Former Public Works Building) stating no further upset bids have been received and said the winning bid came in at \$554,000. Attorney Sneed will continue the due diligence process

Manager Harrold discussed **Item 7B**, River Walk Greenway Update stating he has worked with new leadership at NCDOT and has received approvals to continue the greenway underneath Highway NC-9 which will produce a significant cost savings (\$.5M) for the project.

Attorney Sneed discussed **Item 8A**, Ordinance Amendment to Authorize the Town Manager to Employ Attorneys #**O-19-27** citing new case law precedent recommending implementing this ordinance to protect the Town's interests when hiring outside council such as the HR Attorney and alternate Planning Board Attorney as well as any workers compensation attorneys.

Black Mountain Board of Aldermen
Agenda Workshop Minutes November 4, 2019

Manager Harrold discussed **Item 8B**, RFQ Proposal Recommendation - Comprehensive Plan and Future Land Use Map Update stating staff have received three proposals and are recommending awarding the project bid to Clarion. Manager Harrold stated Clarion has extensive experience in this field having completing over 100 comprehensive plans.

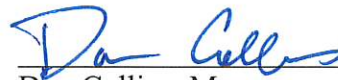
Manager Harrold discussed **Item 8C**, Snow Removal Ordinance recalling direction from the Board to prepare an ordinance. Manager Harrold stated this ordinance also covers other obstructive debris on sidewalks such as mud or trimmings. He stated the ordinance places the burden on property owners adjacent to public sidewalks to clear them following a 48 hour timeframe after a snow event has passed. Manager Harrold stated the Town simply does not have the manpower to keep up and said this ordinance is not unlike what most municipalities currently have in place.

There being no further discussion, Mayor Don Collins adjourned the meeting at 5:18 p.m.

ATTEST:



Angela Reece, Assistant to Manger/Town Clerk



Don Collins, Mayor



TOWN OF BLACK MOUNTAIN

Town Hall, 160 Midland Avenue, Black Mountain, NC 28711

Date: November 4, 2019 Time: 6:00 p.m. Regular Session Minutes

*The agenda and all related documentation may be accessed electronically via Wi-Fi in Town Hall. From your laptop or smartphone, access the Town's website at www.townofblackmountain.org. Click on **Town Government** and select **Mayor and Board of Alderman** to download materials for all Town board meetings.*

 **Conserve resources; print only when necessary.**

The Town of Black Mountain is committed to providing accessible facilities, programs and services for all people in compliance with the American with Disabilities Act (ADA). Hearing assistive devices are available at the door.

*Should you need other assistance or accommodation for this meeting, please contact
Town Clerk Angela Reece at 419-9310, or by email at townclerk@townofblackmountain.org
(828) 419-9300 / TDD (800) 735-2962*

1. CALL TO ORDER

Mayor Don Collins called the meeting to order at 6:00 p.m. with the following members present:

Mayor Don Collins
Vice Mayor Maggie Tuttle
Alderman Larry B. Harris
Alderman Ryan Stone
Alderman Carlos Showers - absent
Alderman Tim Raines

The following staff members were present:

Josh Harrold, Town Manager
Dean Luebbe, Assistant Town Manager/Finance Director
Angela Reece, Assistant to Manager/Town Clerk
Ron Sneed, Town Attorney
Shawn Freeman, Police Chief
Scottie Harris, Fire Chief
Jessica Trotman, Planning Director
Joshua Henderson, Recreation Director

Mayor Don Collins welcomed everyone and led the Pledge of Allegiance. Pastor Mike McDonald of Black Mountain Methodist Church gave the invocation.

Mayor Collins thanked everyone in attendance and expressed appreciation to all those who were attending for the first time and also the viewing audience. The re-broadcast of each regular meeting is shown throughout the month on Charter Cable's Buncombe County Channel 192 at 8:00 p.m. on Sundays. Meetings initially air the same week in which they occur and are shown weekly until the next regularly scheduled meeting. Citizens may also go to the Town website www.townofblackmountain.org at any time and view the most recent regular meeting of the Board.

Black Mountain Board of Aldermen
Regular Session Minutes – November 4, 2019

In his announcements, Mayor Collins reminded everyone to silence their cell phones and asked them to be respectful of their neighbors by keeping conversations to a minimum or having none at all. Mayor Collins announced the second annual Citizen Academy graduation to be held on Friday November 22nd at the Lakeview Center as well as Town Hall Day for Black Mountain Primary 3rd graders.

2. PROCLAMATION AND AWARD RECOGNITION

- A. Proclamation- Carolyn Brown Day – Vice-Mayor Maggie Tuttle presented a proclamation to Carolyn Brown for her fifty years of service to the Black Mountain Methodist Church.

3. CITIZEN COMMENTS

*Individuals wishing to address the Board are asked to sign in at the entrance to the board room, indicating the topic(s) or agenda item(s) you wish to discuss, so that the chair may group speakers according to topic. The chair will recognize individuals requesting to address the Board. **Comments by any one speaker shall be limited to three (3) minutes.** If the topic you wish to discuss pertains to a **public hearing** scheduled for this meeting, please reserve your comment for the applicable public hearing.*

***Elaine Loutzenheiser** of Black Mountain addressed the Board of Aldermen asking that item 5B to be removed from the agenda. Ms. Loutzenheiser expressed concern regarding signing of the Code of Ethics by advisory board members and asked that the Board of Aldermen sign them as well.*

***Elizabeth Swann** of Black Mountain addressed the Board of Aldermen requesting new Christmas decorations at the Lakeview Center.*

***Roberta Madden** of Black Mountain addressed the Board of Aldermen expressing her concerns regarding even year elections.*

4. COMMUNICATIONS FROM BOARDS, COMMISSIONS & AGENCIES

- A. Geese Control Update – *Kathy Punshon & Calvin*

Kathy Punshon & goose dog, Calvin presented a report to the Board regarding geese control at the golf course and Lake Tomahawk. Calvin was purchased from FlyAway Geese in the Raleigh area to control geese at the Golf Course and at Lake Tomahawk. Ms. Punshon stated Calvin has reduced geese nesting and congregating by 95% which has proved very beneficial for park patrons as well as golf patrons. Calvin does not harm the geese, he chases them and his appearance mimics a coyote so geese naturally avoid him and the area. Ms. Punshon stated Calvin will be allowed on the island at Lake Tomahawk this coming year which should eliminate further nesting. Mrs. Punshon stated she and her husband work as a team with Calvin and their dog, Daisy to work the geese up to two times per day during the active season.

Black Mountain Board of Aldermen
Regular Session Minutes – November 4, 2019

B. Golf Annual Report – Brent Miller, Golf Operations Manager

Golf Operations Manager, Brent Miller presented the annual report to the Board. In his report Mr. Miller stated heavy rains had a negative impact on golf operations this year and said the course was closed 114 days. Mr. Miller discussed annual pass fees versus daily fees stating the focus is more on daily fees and competitive membership rates. Mr. Miller stated the Black Mountain Golf Course averages \$300 less than the nearest competition. Mr. Miller discussed maintenance challenges such as high cost of fungicide, moisture, irrigation systems, and greens. Mr. Miller encouraged responses to an RFP that has been issued to operate the 19th Hole at the Golf Course. More information may be found on the Town's website at www.townofblackmountain.org

C. Public Services Annual Streets Report – Jamey Matthews, Public Works Director

Public Works Director, Jamey Matthews presented the annual report to the Board which is attached to and included in these minutes. Director Matthews stated street striping is underway and will continue over the next few weeks in the downtown area. Director Matthews stated preliminary estimates for Lake Tomahawk Dam repair are approximately \$50,000. Director Matthews reminded the public that the section of Flat Creek Greenway has been repaired.

5. CONSENT AGENDA

All items on the consent agenda are considered routine, to be enacted by one motion without discussion. If a member of the governing body requests discussion of an item, the item will be removed from the consent agenda and considered separately.

Town Manager, Josh Harrold presented the consent agenda to the Board of Aldermen.

A. Adoption of Minutes

Motion: *To adopt the minutes of October 10, 2019 (Agenda Session), and October 14, 2019 (Regular Session).*

B. Resolution to Adopt Code of Ethics

#R-19-20

Manager Harrold stated after speaking with the Town Attorney, adopting the Code of Ethics by resolution is best practice. Manager Harrold stated the only amendment was the addition of the Board's current attendance policy.

Motion: *To adopt Resolution No. R-19-20 presented [or as amended].*

C. Ordinance to Amend Sections of Chapter 2, Chapter 4, and Chapter 20 of Boards and Commissions

#O-19-25

Manager Harrold stated staff updated sections of each Advisory Board and Commission ordinance for consistency and to comply with North Carolina General Statutes. He stated a section has been added detailing powers of Mayor and Council regarding boards & commissions, creation, appointment, authority.

Black Mountain Board of Aldermen
Regular Session Minutes - November 4, 2019

Manager Harrold stated language was added in Chapter 2, Planning Board, for attendance and clarification that the secretary may be a staff member.

Manager Harrold stated language was added in Chapter 2, Recreation Commission for attendance and authority to supervise recreation facilities and activities and to have staff report to the recreation commission has been removed. The authority to accept gifts and property has also been removed. Manager Harrold clarified that these ordinances were established in 1986, well before the Council-Manager form of government was adopted which by statute grants supervision authority to the Town Manager or his or her designee. Attorney Sneed clarified that no advisory board or commission should have authority to accept gifts or property on behalf of the town.

Manager Harrold stated a new section, Chapter 2, Zoning Board of Adjustment, has been added to reference the creation by NC GS 160A-388. He stated additional language was added regarding Board of Aldermen preference to appoint from the third alternate position, staff may serve as secretary, and clarification that the board serves without compensation.

Manager Harrold stated attendance language was added to Chapter 2, Historic Preservation Commission as well as clarification that staff may serve as secretary. Manager Harrold stated in Chapter 2, Greenways, procedures were added for guidance for appointments of subcommittee members and language was removed requiring the Greenways Commission to report to the Recreation Commission (They will report to the Board of Aldermen).

Manager Harrold stated a section was added, Chapter 4, ABC Board, to establish creation, powers, duties, and functions by NC GS 18B-700 for clarity. Board members discussed compensation and stated their preference was for all advisory boards and commissions to serve without compensation from the Town. Attorney Sneed clarified that the ABC Board receives compensation from the ABC funds and not the Town. Board members requested to amend the ordinance to reflect this. "serve without compensation from the Town".

Manager Harrold stated language was added in Chapter 20, Urban Forestry Commission to reflect the attendance policy.

Manager Harrold stated language was added in Chapter 2, Zoning Board of Adjustment, for attendance and clarification that the secretary may be a staff member.

The following language regarding attendance was added to the ordinances and Handbook: *The Board of Aldermen may dismiss any member who misses three consecutive meetings or one-half of the meetings held in a single six-month period without good cause (such as temporary severe illness of a member or of a member of such member's family, or overriding but temporary business concerns). Such dismissal may be considered upon or complaint by the Historic Preservation Commission chairperson, a member of the Historic Preservation Commission, staff, or on the Board of Aldermen's own motion. A member must attend fifty percent (50%) of a meeting in order to be considered in attendance for the purposes of this policy. On January 1st of each year, a member of any board or commission appointed by the Mayor or Board of Aldermen may be automatically removed from said body for failure to attend at least one half of*

Black Mountain Board of Aldermen
Regular Session Minutes – November 4, 2019

all regular and special meetings of the body held during the immediately preceding calendar year.

Motion: *To adopt Ordinance #O-19-25 as amended.*

D. Advisory Boards, Commissions, Committees Policy Revision –Handbook

Manager Harrold stated this Handbook will take place of the previous version of the Boards and Commissions Policy Manual. He stated the revision contains all of the previous information but has been rewritten for clarity and to be more user friendly. He stated it also includes new material expanding on roles and responsibilities of advisory board members and staff, clearer sections pertaining to public records, open meetings, attendance policy and the code of ethics and allows members to sign one acknowledgement form rather than two. Manager Harrold stated one noteworthy addition is the inclusion of a prohibition of advisory boards and commissions membership creating and or administering social media pages on behalf of the Town of Black Mountain. Manager Harrold stated this change is recommended in order to comply with public records laws and open meetings laws and serves to protect the Town's interests. Manager Harrold clarified this role should be the responsibility of staff and reminded the Board that staff are required to sign a social media policy which governs appropriateness of internet usage by staff.

Motion: *To adopt the Handbook for Advisory Board, Commission & Committee Members as presented [or amended].*

E. Budget Amendment for Commerce Park Infrastructure Capital

#FY20-8

Finance Director Luebbe stated a project ordinance amendment is necessary to reflect capital project fund expenditures across fiscal years and advised this item and the following two items are interrelated to the Commerce Park project to reflect a change order for valves. Mr. Luebbe stated this requires the Town to contribute \$41,578 but reminded everyone the whole project is \$1.75M for water and sewer infrastructure and improvements which includes a new pumping station on Highway 70. Mr. Luebbe stated assuming there are no further change orders by the end of the project the town would have contributed \$41,000 from the Water Fund to the total project. The infrastructure project is on schedule for completion by year end and will benefit the new customers coming onto the system from the City of Asheville soon.

Motion: *To approve Budget Amendment #FY20-8 as submitted. In the project fund this amendment increases the expense account, 6700-4200-730 (Capital Outlay) by \$96,926 and the revenue accounts, 6700-3745-720 (Contribution from MSD) by \$55,348 and 6700-3915-960 (transfer from Water Fund) by \$41,578, and in the Water Fund, increases expense account 3091-8100-543 (Transfer to Capital Project Fund) by \$41,578 and increases the revenue account 3091-3905-900 (Fund Balance Appropriated by \$41,578.*

Black Mountain Board of Aldermen
Regular Session Minutes – November 4, 2019

Manager Harrold presented a waterline map, which is made part of and included in these minutes, and stated the tie in will now encompass about thirty additional customers in the Cragmont/North Fork Road area due to the geography of the lines and suitable connections point. Manager Harrold stated this is an additional 2,400 feet of water line. Alderman Larry B. Harris reminded the public that when construction begins on the commerce park it will conclude in approximately one year.

F. Capital Project Ordinance Amendment – Commerce Park Infrastructure Fund #O-19-26

Motion: *To approve Ordinance O-19-26, Capital Project Amendment for Commerce Park Infrastructure Fund as presented.*

G. Capital Project Change Order Approval #3 - Commerce Park Infrastructure Fund

Motion: *To allow the Town Manager to execute approval of Change Order #3, in the amount of \$57,000 for the Commerce Park Infrastructure Fund as presented.*

Vice Mayor Maggie Tuttle moved to approve consent items A-G as presented.

The motion was approved by a vote of 4-0.

6. CITIZEN COMMENTS

The chair will recognize individuals requesting to address the Board regarding the specific New Business or Unfinished Business items below. Comments by any one speaker shall be limited to three (3) minutes. If the topic you wish to discuss pertains to a public hearing scheduled for this meeting, please reserve your comment for the applicable public hearing.

There were no citizen comments.

7. UNFINISHED BUSINESS

- A.** Consideration of Offer(s) received to purchase Town owned property located at 2992 U.S. Hwy 70, Black Mountain NC (Former Public Works Building)
Pin # 0609-32-7975-00000 **#R-19-18**

Town Attorney Sneed recalled offers being presented to the Board of Aldermen to purchase Town owned property. NC G.S. 160A-265. Article 12, Sale and Disposition of Property guides the process for accepting bids and advertisement of upset bids. Attorney Sneed stated the Board has received an upset bid in the amount of \$554,000 and said the ten day notice period has expired without receiving additional bids. The high bidder is Jay Lurie who is an investor. Attorney Sneed stated the offer contains a due diligence period through January to allow time to complete inspections and a level 1 environmental study. Attorney Sneed stated a survey is necessary to account for easements for the pump station and said sharing the cost with the bidder would be wise. Attorney Sneed stated once the due diligence has been completed he will return with a contract.

Black Mountain Board of Aldermen
Regular Session Minutes – November 4, 2019

B. River Walk Greenway Update

Manager Harrold stated he was pleased to announce he has worked with new staff at NCDOT and has obtained preliminary approval to use an existing box culvert under NC-9 which is a significant cost savings to the project and beneficial to the public by not having to deal with road construction. Manager Harrold reminded everyone that the town has obtained approximately \$5M in grant funding toward this project. Manager Harrold presented a map showing various greenway routes which is made part of and included in these minutes, stating the ideal trail route along the river will not be feasible as property owners have declined to give easements. Manager Harrold stated the greenway will now be placed along Terry Estate Drive in the right-of-way. Manager Harrold stated this could also pose a cost savings to the project. Manager Harrold stated he will continue working with NCDOT engineers and designers to see what this route will look like. Manager Harrold stated we are in the design and engineering phase right now and said right-of-way acquisitions will begin in January 2020. Manager Harrold stated the project is on schedule to award the construction contract in June 2021. This project is on schedule.

C. Public Hearing to Adopt Phase II Stormwater Ordinance #O-19-21 (Cont. from 10-14-19)

Planning Director Trotman returned with information regarding size of storms and disturbed area stating the findings were mixed across the municipalities who were surveyed. Alderman Larry B. Harris stated he preferred to have a 10 year storm instead of 25 year storm.

Vice Mayor Maggie Tuttle moved to reconvene the public hearing for Ordinance #O-19-21 for amendments to Stormwater Phase II. The motion was approved by a vote of 4-0.

Alderman Larry B. Harris move to adopt Ordinance #O-19-21 as amended 8.2.15(c) for a 10 year storm. The motion was approved by a vote of 4-0.

8. NEW BUSINESS

A. Ordinance Amendment to Authorize the Town Manager to Employ Attorneys #O-19-27

Attorney Sneed stated he has proposed an ordinance to allow the Town Manager to employee outside council other than the Town Attorney, which is set in statute. Attorney Sneed recalled recent case law and stated the current ordinance could be interpreted that the Board must hire all outside council. Attorney Sneed stated this is difficult due to timing and noticing requirements to call special meetings when council is needed for things that are outside his expertise such as HR issues or quasi-judicial advisory board council or even workers compensation cases where the insurance company hires the attorney. Attorney Sneed stated this ordinance is a protection for the Town in the event a case is challenged in court.

Vice Mayor Maggie Tuttle moved to adopt Ordinance No. O-19-27, authorizing the Town Manager to employ attorneys as presented. The motion was approved by a vote of 4-0.

B. RFQ Proposal Recommendation - Comprehensive Plan and Future Land Use Map Update

Manager Harrold stated it has been five years since the last update and recalled funding being budgeted for this update. Manager Harrold stated a comprehensive plan is very important to every function in the town and said there is a lot of public engagement and input that will go into it. Manager Harrold stated Clarion has extensive experience in this field having completing over 100 comprehensive plans.

Alderman Larry B. Harris moved to approve Clarion as the consulting team for the Comprehensive Plan and Future Land Use Map update and direct Town Manager to execute the contract after it has been approved by the Town Attorney. The motion was approved by a vote of 4-0.

C. Snow Removal Ordinance

Manager Harrold recalled direction from the Board to prepare an ordinance. Manager Harrold stated this ordinance is applicable town wide to any property owner abutting a town owned sidewalk and said it also covers parking on streets during a snow event as well as other obstructive debris on sidewalks such as mud or trimmings. He stated the ordinance places the burden on property owners adjacent to public sidewalks to clear them following a 48 hour timeframe after a snow event has passed. Manager Harrold stated the Town simply does not have the manpower to keep up and said this ordinance is not unlike what most municipalities currently have in place. Alderman Larry B. Harris stated the ordinance is somewhat unpleasant to present to the community but said he feels an ordinance is appropriate because the town simply does not have the resources to do this. Alderman Harris stated he would be surprised to see if any penalties are passed out because this is what merchants usually want to do to clear a path for their patrons in the downtown area. Alderman Harris stated the important part of the ordinance is clarifying who is responsible.

Alderman Larry B. Harris moved to adopt Ordinance No. O-19-28, Snow Removal as presented. The motion was approved by a vote of 4-0.

9. PUBLIC HEARING - NONE

The chair will recognize individuals requesting to address the Board regarding the specific topic of the public hearing. Public hearing comments by any on speaker shall be limited to ten (10) minutes. The Mayor reserves the right to alter time limits and other rules of procedure at the beginning of each Public Hearing.

10. COMMUNICATION FROM STAFF

- A.** Town Attorney – Attorney Sneed discussed the Watson building on Highway 70 stating the recent storm blew down a wall. Attorney Sneed stated he observed Mr. Watson on site clearing the debris.
- B.** Town Manager – Manager Harrold reminded the public town offices would be closed on Veterans Day and Thanksgiving Day. Manager Harrold asked the Board to begin looking at their calendars in December to schedule a meeting to discuss sanitation.

Black Mountain Board of Aldermen
Regular Session Minutes – November 4, 2019

Town Manager - Manager Harrold gave a brief report on Planning Board actions recalling interest by citizens to rezone their properties on Flat Creek Road from SR-2 to TR-4 as well as information coming forth regarding a traffic impact analysis for projects larger than equivalent of 75 units or more.

11. COMMUNICATION FROM MAYOR AND BOARD OF ALDERMEN

Alderman Tim Raines thanked all of the Town's Veterans for their service to our country.

12. ADJOURNMENT

There being no further business, on a motion by Vice Mayor Maggie Tuttle with a vote of 4-0, Mayor Don Collins adjourned the meeting at 7:26 p.m.

ATTEST:



Angela Reece, Assistant to Manager/Town Clerk



Don Collins, Mayor

2018 Black Mountain Golf Course Report

Fiscal Year 17-18 vs Fiscal Year 18-19

Sales Recorded Between 7/1/2017 and 6/30/2018							Sales Recorded Between 7/1/2018 and 6/30/2019						
Department	Qty Sold	Rebill Value	LESS Disc Applied	GROSS Rebill Sales	ADD Sales TAX	NET RETAIL SALES	Department	Qty Sold	Rebill Value	LESS Disc Applied	GROSS Rebill Sales	ADD Sales TAX	NET RETAIL SALES
Cart Fees	14833	\$192,073.00	\$15.89	\$192,057.11	\$13,368.23	\$205,425.34	Cart Fees	13726	\$173,016.12	\$0.00	\$173,016.12	\$11,872.88	\$184,889.00
GIF Card Sold	61	\$4,490.81	\$0.00	\$4,490.81	\$0.00	\$4,490.81	GIF Card Sold	97	\$5,568.00	\$0.00	\$5,568.00	\$0.00	\$5,568.00
GolfShop Sales	2930	\$24,508.67	\$1,109.68	\$23,398.99	\$1,639.77	\$25,038.76	GolfShop Sales	3258	\$23,462.02	\$984.83	\$22,477.19	\$1,583.34	\$24,060.53
Green Fees	16689	\$164,526.40	\$0.00	\$164,526.40	\$0.00	\$164,526.40	Green Fees	16213	\$173,126.53	\$0.00	\$173,126.53	\$0.00	\$173,126.53
Kits	10003	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Kits	10000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Membership	120	\$58,167.05	\$935.00	\$57,232.05	\$2.95	\$57,235.00	Membership	110	\$58,074.00	\$4,248.05	\$53,825.95	\$0.00	\$53,825.95
Rain Checks Liability	1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Rain Checks Liability	3	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	44895	\$443,768.91	\$1,109.68	\$442,659.23	\$14,950.95	\$457,610.18		43511	\$434,047.67	\$4,248.05	\$429,799.62	\$13,556.22	\$443,355.84

July 2018 – September 2018 vs July 2019 – September 2019

Sales Recorded Between 7/1/2018 and 9/30/2018							Sales Recorded Between 7/1/2019 and 9/30/2019						
Department	Qty Sold	Rebill Value	LESS Disc Applied	GROSS Rebill Sales	ADD Sales TAX	NET RETAIL SALES	Department	Qty Sold	Rebill Value	LESS Disc Applied	GROSS Rebill Sales	ADD Sales TAX	NET RETAIL SALES
Cart Fees	5883	\$73,274.03	\$0.00	\$73,274.03	\$5,070.97	\$78,345.00	Cart Fees	6440	\$83,810.66	\$0.00	\$83,810.66	\$5,603.12	\$89,413.78
GIF Card Sold	31	\$1,598.00	\$0.00	\$1,598.00	\$0.00	\$1,598.00	GIF Card Sold	20	\$2,184.00	\$0.00	\$2,184.00	\$0.00	\$2,184.00
GolfShop Sales	1327	\$8,969.75	\$249.00	\$8,720.75	\$914.91	\$9,635.66	GolfShop Sales	1615	\$9,558.02	\$186.47	\$9,371.55	\$682.27	\$10,053.82
Green Fees	6307	\$71,016.69	\$1,462.00	\$69,554.69	\$0.00	\$69,554.69	Green Fees	7295	\$86,619.75	\$2,500.00	\$84,119.75	\$0.00	\$84,119.75
Kits	4362	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Kits	5101	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Membership	6	\$7,200.00	\$0.00	\$7,200.00	\$0.00	\$7,200.00	Membership	6	\$4,925.00	\$0.00	\$4,925.00	\$0.00	\$4,925.00
	17780	\$162,058.47	\$1,711.00	\$160,347.47	\$5,685.88	\$166,033.35		20483	\$107,337.65	\$2,322.51	\$105,015.14	\$6,285.39	\$111,300.53

Three Year Trend 16-17, 17-18, 18-19

Sales Recorded Between 7/1/2016 and 6/30/2017						
Department	Qty Sold	Rebill Value	LESS Disc Applied	GROSS Rebill Sales	ADD Sales TAX	NET RETAIL SALES
Cart Fees	16637	\$201,602.05	\$0.00	\$201,602.05	\$13,801.93	\$215,403.97
GIF Card Sold	74	\$4,328.00	\$0.00	\$4,328.00	\$0.00	\$4,328.00
GolfShop Sales	3016	\$27,013.83	\$638.44	\$26,375.39	\$1,836.16	\$28,211.55
Green Fees	19840	\$190,823.04	\$0.00	\$190,823.04	\$0.00	\$190,823.04
Kits	11239	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Membership	105	\$75,325.00	\$6,600.00	\$68,725.00	\$0.00	\$68,725.00
Rain Checks Liability	92	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	60011	\$504,791.92	\$6,600.00	\$498,191.92	\$15,637.93	\$513,829.85

Sales Recorded Between 7/1/2017 and 6/30/2018						
Department	Qty Sold	Rebill Value	LESS Disc Applied	GROSS Rebill Sales	ADD Sales TAX	NET RETAIL SALES
Cart Fees	14833	\$192,073.00	\$15.89	\$192,057.11	\$13,368.23	\$205,425.34
GIF Card Sold	61	\$4,490.81	\$0.00	\$4,490.81	\$0.00	\$4,490.81
GolfShop Sales	2930	\$24,508.67	\$1,109.68	\$23,398.99	\$1,639.77	\$25,038.76
Green Fees	16689	\$164,526.40	\$0.00	\$164,526.40	\$0.00	\$164,526.40
Kits	10003	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Membership	120	\$58,167.05	\$935.00	\$57,232.05	\$2.95	\$57,235.00
Rain Checks Liability	1	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	44895	\$443,768.91	\$1,109.68	\$442,659.23	\$14,950.95	\$457,610.18

Sales Recorded Between 7/1/2018 and 6/30/2019						
Department	Qty Sold	Rebill Value	LESS Disc Applied	GROSS Rebill Sales	ADD Sales TAX	NET RETAIL SALES
Cart Fees	13726	\$173,016.12	\$0.00	\$173,016.12	\$11,872.88	\$184,889.00
GIF Card Sold	97	\$5,568.00	\$0.00	\$5,568.00	\$0.00	\$5,568.00
GolfShop Sales	3258	\$23,462.02	\$984.83	\$22,477.19	\$1,583.34	\$24,060.53
Green Fees	16213	\$173,126.53	\$0.00	\$173,126.53	\$0.00	\$173,126.53
Kits	10000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Membership	110	\$58,074.00	\$4,248.05	\$53,825.95	\$0.00	\$53,825.95
Rain Checks Liability	3	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	43511	\$434,047.67	\$4,248.05	\$429,799.62	\$13,556.22	\$443,355.84



Town of Black Mountain
Public Works Department
Annual Streets & Parks Report 2018

2018 Street Capital Projects

- Paved Bartlett St, Ridge St, Buckeye St and Burnett St
- Street Striping on Swannanoa Ave, Tomahawk Ave, N Dougherty, Ninth St, N Cherokee Ave, Third St, Fourth St, Portman Villa, Enthoffer, W Chapel, E Connally/Connally
- Built new Salt Bin at new Public Works facility
- Bi-Annual Bridge inspections

2018 Street Maintenance

- Storm Water Ditching and Culvert Replacement/Repair accounted for 8% of total work orders completed
- Street Trimming, Tree Removal and Mowing make up 13% of total work orders in 2018
- 48 tons of asphalt was purchased for pavement patching
- Hemlock Inoculation – 377 trees were treated

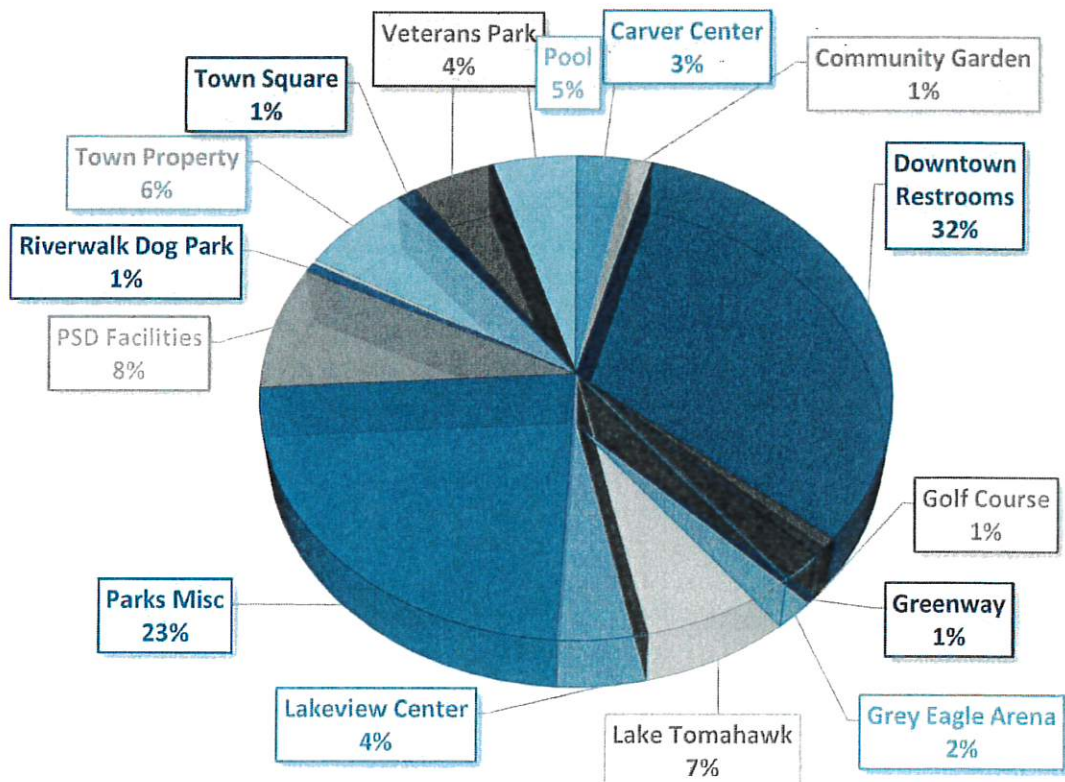
2018 Parks Projects/Maintenance

- Parking lot repairs at Park venues accounted for 14.5 tons of asphalt
- Replaced pump and installed auto fill at Town Square Fountain
- Lakeview Center refurbishment
- Repaired Flat Creek Greenway due to storm damage

• **Town Property Work Orders Completed**

The Public Works Department completed a total of 1092 work orders for Town Properties.

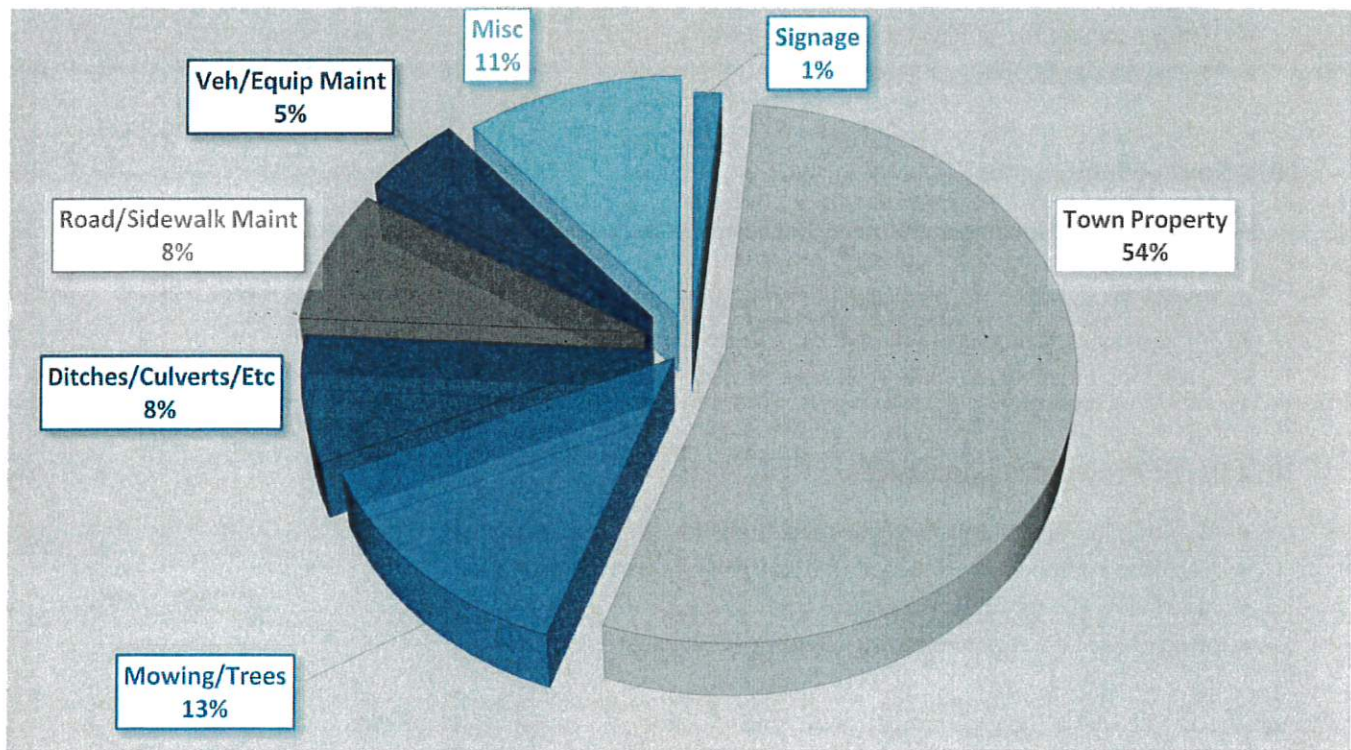
Town Property	Total Work Orders
Carver Center	33
Community Garden	13
Cragmont Park	0
Downtown Restrooms	348
Golf Course	8
Greenway	6
Grey Eagle Arena	22
Lake Tomahawk	79
Lakeview Center	46
Parks Miscellaneous	254
Public Works Department Facility	90
Riverwalk Dog Park	7
Skate Park	0
Tennis Courts	3
Town Property/Town Hall/Police	68
Town Square	13
Veteran's Park	47
Playground Inspection	3
Pool	52
TOTAL	1092

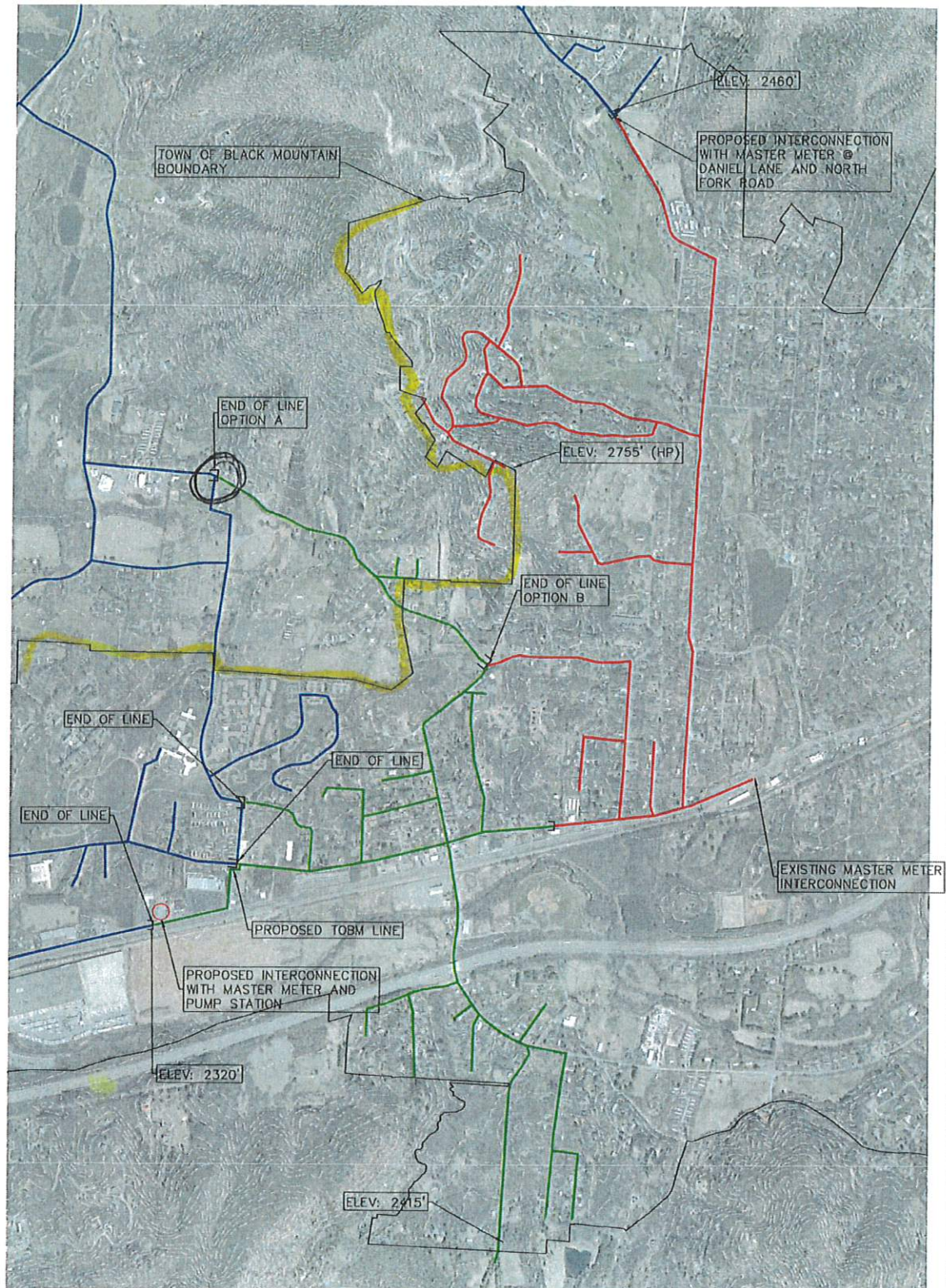


- **Work Orders Completed**

During 2018, the Public Works Department completed a total of 2027 work orders.

<u>Description</u>	<u>Total Work Orders</u>
Signage	29
Town Property	1092
Mowing/Tree Removal & Trimming	263
Ditches/Culverts/Etc	154
Road/Sidewalk Maintenance	164
Vehicle/Equipment Maintenance	102
Miscellaneous	223
Total	2027





CITY OF ASHEVILLE /TOWN OF BLACK MOUNTAIN WATER SYSTEM INTERCONNECTIONS

SEPTEMBER 29, 2016

LEGEND

BLUE	REMAIN COA LINES
GREEN	PHASE I LINES TO TCBM
RED	PHASE II LINES TO TOBM



NORTH
NOT TO SCALE

Oaks Connector Options

13

