



AGENDA
Regular Town Council
Tuesday, March 10, 2020
Council Chambers 4:00 PM

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4. PLEDGE OF ALLEGIANCE	
5. PUBLIC COMMENT	
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15. ADJOURNMENT



MINUTES

Town Council Planning Retreat FY:2020-2021 Meeting

8:30 AM - Thursday, January 23, 2020
Council Chambers

The Town Council Planning Retreat FY:2020-2021 of the Town of Beech Mountain was called to order on Thursday, January 23, 2020, at 8:30 AM, in the Council Chambers, with the following members present:

**COUNCIL
PRESENT:** Mayor Barry Kaufman
Vice Mayor Jimmie Accardi
Councilmember Weidner Abernethy
Councilmember Kelly Melang
Councilmember Erin Gonyea

**COUNCIL
EXCUSED:**

**STAFF
PRESENT:** Interim Town Manager Bob Pudney
Town Clerk Tamara Mercer
Public Utilities Superintendent Daniel Davis
Public Works Superintendent Matthew Clawson
Director of Special Projects Riley Hatch
Director of Infrastructure Robert Heaton
Parks and Rec Director Sean Royall
Finance Officer Steve Smith

1. **CALL TO ORDER- MAYOR KAUFMAN**
2. **WELCOME MAYOR KAUFMAN TO COUNCIL'S PLANNING RETREAT**
3. **PLEDGE OF ALLEGIANCE**
4. **LOCAL GOVERNMENT 101 -MR. BOB PUDNEY/MR. CHRIS MAY**

- 4.1. Mr. Pudney stated that in order for Town Council to set the priority goals for the next fiscal year, FY: 2020-2021, Staff looks to Council for direction as to the priorities and goals for budgeting for the upcoming year. Once staff hears Council's priorities and project goals, we can implement policy in order to complete projects in the upcoming budget year. Council will rank their priorities, once a consensus is reached, Staff can outline the costs on the list, determine a range of options and proceed with budgeting the projects. This process gives staff a roadmap for budgetary goals based on Council's priorities. Implementation and progress towards the outcomes as directed by

Council are also Staff's goals, and we will inform Council and report that progress, while adhering to the FY: 2020-2021 Budget. Mr. Pudney added that for here on the mountain; spring, summer, and fall are our seasons to work on projects, as we know winter consumes maintenance crews with spreading salt and pushing snow as Staff responds to weather conditions.

Mr. Pudney introduced Mr. Chris May and reviewed his background working in local government throughout the region and most recently as the director of the Cape Fear Council of Government for 44 years.

Mr. May said he has conducted retreats all over the State. As a facilitator, Mr. May said small towns have similar concerns. Mr. May provided a summary of municipal government basics as the UNC School of Government class teach for the State. The Town is a constitutionally organized local government under the authority of the Charter derived from the General Assembly. The General Assembly of the State derives its authority from the Federal Government. Under our Charter, the Town has the authority to pass regulations, ordinances, resolutions and policies.

Mr. May pointed out that the only General Statute requirement a Town must provide its citizenry is building inspection, which may be contracted out. We are stewards of the citizens public trust. The Town Council consists of five decisions makers as elected by the citizens. Staff receives directions from our Council/Manager form of government and there is no ownership, we are stewards.

5. FACILITATED ROLES OF MAYOR, TOWN COUNCIL, & MANAGER AS UNDERSTOOD BY COUNCIL MEMBERS- MR. MAY

5.1. Attributes and expectations of a good mayor-

Examples given and include:

1. Facilitates meeting procedures
2. Approachable - important to constituents and council members and can discuss needs expectations and desires
3. Representative of Council
4. Openminded- receptive to change
5. Fair and represents all and facilitator for all
6. Well informed
7. Objective
8. Communications- open to questions and openly listens
9. Ambitious- moves forward not a place-holder
10. Progressive
11. Confident
12. Vocal
13. Business minded- good steward of the town's money/fiscally responsible
14. Visionary
15. Non-complacent
16. Consistent
17. Respectful - the mayor is the moderator of the topic deliberations but he votes so has an opinion. (may not know where the mayor stands until

- he/she votes)
18. Resourceful- learned background and has seasoned knowledge
 19. In-touch/ plugged in to the community and region
 20. Community advocate
 21. Champion of the town and businesses
 22. Marketing/enthusiastic voice of the town
 23. Involved in community events
 24. Integrity/ do and mean what you say
 25. Honesty/ actions match word

5.2. Attributes and expectations of good council members-

It was agreed by general consensus that most of the best attributes of a good mayor are the same attributes for a good council member. Additionally, to include:

1. Work cooperatively with the mayor and manager
2. Ethical and possesses integrity - works for the good of all
3. Decorum - important to not function as a dysfunctional board and drop personal issues
4. Agree to disagree
5. Base decisions off well-informed facts and not feelings
6. Research topics - do homework and come prepared
7. Communications learn to say they don't know if research is needed
8. Accept when wrong - build on mistakes and learn from them
9. Respect other members' opinions
10. Servant leader and representative of the Council as a body
11. Volunteer

Mr. Frank Steele requested to speak, and he discussed the Town's population. He said the town is funded by non-residents and part-time visitors for five months out of the year. He said we must represent those people as well, not just the ones that voted. Mr. Steel said an open community which invites outsiders is a pro-active government. He charged the Council to be visionaries. The manager's position is a reflection of the board's position and should not be reactive but possess leadership skills. He asked for accountability, professionalism and constructive dialogue. He said we need to get along better, so we have a better reputation. He asked for transparency in government. He cited Blowing Rock as a great example of a charming pleasing Town. Mr. Steele suggested a 'welcome back' sign for summer residents stating, 'we missed you'.

5.3. Attributes and expectations of a good manager-

Mr. May joked that there are two kinds of managers, one that's been fired and one that is about to be. He added we never read about a great manager because it is a thankless job. When a manager is doing a good job, it goes unnoticed or is not acknowledged. A good manager makes the current board look good, and it is a balancing act. One must work with old boards and new boards. Their job may always be on the line every two years. A good manager cannot be concerned with change and changes of council members.

Attributes and expectations include:

1. Good judgement and people skills
2. Integrity
3. Experience
4. Knowledge of NC State Laws- important to know how to administer and comply with General Statutes
5. Confident in decisions- basically the Town's CEO
6. Leadership demonstrated
7. Excellent communicator
8. Fiscally responsible - processes annual audit and financial statements
9. Trustworthy entrusted with this million-dollar business
10. Earns community, employees, and council members respect
11. Efficient
12. Common sense
13. Problem solver
14. Proficient Management skills
15. Provides and receives constructive criticism
16. Flexible

- 5.4. Mayor Kaufman addressed advisory boards and committees. He said he would like to see more involvement by council members. Council may attend board and committee meetings in order to listen and evaluate the board members as well as stay informed. Mayor Kaufman says he attends board and committee meetings. Mr. May added that although that is good, people may behave differently with a council member in attendance. He also suggested, if not evaluating the board itself, members may keep open channels to the chairman and read board minutes. It is also important to trust the board members to do their job.

Mr. May reiterated deliberating and debating topics before the vote as a part of the voting process. Council may advocate for those constituents, but once the vote happens, one should move on and not get caught up with the local talk or media. It is important to function as a council member and not undermine the process. Mr. May provided a summary of reasons to move into Executive Session. He noted the allowances under the General Statutes for Closed Sessions and said only rarely should boards move to a closed session and only as is defined under the law. A board must always inform the public as to why and the results of the executive session must be disclosed in open session.

6. REVIEW PREVIOUS GOALS AND STATUS OF GOALS

- 6.1. Mr. Pudney reviewed the list of goals completed from last year and he submitted the manager's report spreadsheet from last year's Council retreat FY:2019-2020:

1. Public Works Facility- under construction
2. Public Safety Building Land- purchase completed
3. New Snow Gun- purchase completed
4. Health Insurance- completed, MedCost and NCLM (North Carolina)

League of Municipalities)

5. Infrastructure- some progress, water and sewer bid, fire hydrants
6. Road Paving- no progress on new roads, BMPky in progress, partial resurfacing
7. Preventative Maintenance- in progress to implement DUDE
8. Landing Zone Roadway- completed
9. Susie's Vehicle- Partial completion, truck provided for summer and watering
10. Biking Plan for Trails and Roadways - map drafted
11. Chamber of Commerce- no change
12. Town Public Communications- in progress, website upgrade, PIO, SM assignments
13. Electronic Sign- purchase completed
14. Identify Water/Sewer Projects- underway
15. Code Enforcement Officer- no progress (Planning Dept.)
16. Deck Inspections- underway for voluntary program
17. Security Cameras Town Hall- purchase completed
18. Litter- underway
19. Dry Tubing @ Sled Hill- no progress
20. Grass Maintenance outside Town limits- no progress
21. Golf Cart Committee- Completed Ordinance adopted
22. Additional Recreation Staff- partial
23. NCDOT Bike Lanes- no progress
24. Transportation Service- no progress

Mr. Pudney noted that the top five projects the previous council had prioritized were either completed or underway and he reviewed the infrastructure projects underway such as the Overbrook trail rehab and replacement of water and sewer lines. The road paving and spot resurfacing along roadways. He reviewed the Oz Road paving issues which had complicated the paving of Oz Road. He stated that the new software program for equipment maintenance is called DUDE. He said this software will provide all maintenance for equipment and assets as well as system and project tracking.

There was further discussion of capital assets and Public Works project organizing. Mr. Pudney reiterated how we will track financing in the department budgets. He noted the five-year plan as outlined in the Public Works Department detailing the engineer's work on projects so far and timelines for expected completion.

7. FACILITATED BUCKET LIST, BRAINSTORMING, & PRIORITIZE MOST IMPORTANT ISSUES FACING THE TOWN

- 7.1. There was further discussion of the trash and recycling center procedures and costs. Mr. Pudney noted that the center will not accept contractor debris. A letter was sent to all homeowners, businesses, and utility accounts which also stated the Town will not accept contractor debris.

Mr. Pudney then read the feedback and submissions received from

citizens. Persons who submitted their input and concerns were: Art and Mary Masson, Judith Elliott, Michael and Madeleine Armand, Michael Holland, Mike Harris, Todd Mortensen, Loretta Willie Wagner, and one letter was from 'anonymous' and were made apart of the Planning Retreat packet.

Economic Development was discussed such as better connections and a better atmosphere for telecommuting and transportation within and transportation commuting off the mountain was also mentioned. Mr. Pudney stated that the Building Inspector's Office has compiled a CPR list of structures needing repairs and/or maintenance. Currently this is a voluntary program as homeowners and residents can receive help from the department to address structural issues and needed repairs. This has no impact on the budget; thus far, the Town is trying to work with property owners to encourage owners to get them in better shape. A formal Code Enforcement program would address rehab, improvements and buildings in disrepair.

Mr. Pudney has challenged employees to pickup trash, and he has seen a concerted effort throughout all departments to clean up swales, roadways, and grounds. He suggested we hire temporary workers in the spring and summer for cleaning the town. Mr. Pudney explained the procedures for Public Works roadway maintenance crews such as the truck chippers, leaf sweepers and natural debris cleaning as well as trash debris cleaning. He has looked into contracting and budgeting for temporary workers and we believe hiring temporary workers will be sufficient. Bearcade containers, composting and solid waste curbside pickup was discussed as well as the Convenience Center dumpster garbage procedures. The solid waste system is not efficient, but until the new Public Works facilities are built, we are going to enforce the ordinances we have in place.

Mr. Pudney added that he has received emails regarding a citizen's complaint about open burns, we aware of concerns with open fire burning, but the ordinance is being followed. If Council wants to enact policy to change the ordinance regarding open fire pits which also reflects compliance with State Law, Staff will follow Council's suggestions.

7.2. Mr. May requested Council members to list their five top priorities:

Councilmember Gonyea said her first priority is 'Infrastructure', specifically: fire hydrants, water and sewer, 'Roadway Paving' as well as general street maintenance for gravel roads and potholes.

In response to Mr. May question, Mayor Kaufman said there was supposed to be a roadway study conducted, to which Mr. Pudney said the Town has contracted a roadway study with Public Works and this report will be available when the report is completed.

Ms. Gonyea said she lists 'Water and Sewer Projects' separately from infrastructure as the water challenge on the mountain is its own entity. She then listed 'Trash, debris, roadside maintenance and yard debris'. Ms. Gonyea next said 'Code Enforcement' is a primary concern as homes and properties should have minimum standards for upkeep.

Vice Mayor Accardi listed 'Resources Management' and 'Human Resources'. Mr. Accardi was concerned with employee overtime and personnel shortages. He said if departments need additional help, Council needs to know. Next Mr. Accardi listed 'Asset Maintenance' such as facility buildings and grounds maintenance, for example the recreation center has an old leaking a/c unit. He said we can improve the efficiency of buildings.

'Wayfinding Signs' and/or 'directional signs" by district color coding such as markers for the trails, business district, and other amenities, etc. 'Visitors' Center' expansion as the current facility is undersized and is comingled with the Chamber of Commerce and there is not enough storage room or office space for employees and the parking for visitors is an issue. He suggested we should designate parking spaces at Town Hall for visitors versus business. 'Cost savings program' such as an incentive for employees to address areas where the Town is losing money.

Mayor Kaufman listed: 'Speed Indicator Signs', noting that we need at least two more, 'Gravel Roadways', 'Pave Oz Road', 'Paint/ Stripe additional roads', '5% Budget cut', and Mayor Kaufman expounded that more efficiency of departments may be a wish list, but we can be aggressive and become self funding of specific departments.

Councilmember Abernethy listed: 'Water Intake Project', 'Paving the back-gate', this is needed for emergency services as well as for economic development, 'Recycling Center Controls', he added re-visiting the fee schedule for the Recycling Center, 'Landscaping and roadway maintenance', for example the ditch line at Beech Mountain Resort, needs gutter and paver improvements for aesthetic consistency and improvement for roadway landscaping as well. He continued and listed 'Transportation', we need routes from Boone, Banner Elk, and Beech Mountain year round. Lastly Councilman Abernethy listed 'Website', an upgrade of our website to make it more user-friendly.

Councilmember Melang reviewed her list and said, 'Emerald Outback', we need a contingency plan for the Emerald Outback to keep our mountain biking opportunities. (Ms. Melang is referring to the agreement between the private property owner allowing the access easement to the bike trails at Emerald Outback). She said there should be a fund budgeted or usage fee paid for the easement between the Town and the Liddy family in order to maintain our mountain biking trail system. A 'Family Friendly Park' at the entrance or top of Beech Mountain' perhaps a location by the Bark Park, She explained that since the resort offered dry tubing this year, we should offer another family amenity that is located by the businesses and by Town Hall. 'Sidewalk' expand the streetscape project from Fred's to the Resort. For safety issues and walkability, Beech Mountain Parkway is unsafe at the curves, there needs to be a sidewalk and a bike lane. Expand 'Beech Mountain App' and social media presence as tourists learn about events and offerings through various social media and apps. Ms. Melang noted that 'Paving Buckeye' was on her list but already stated by Mr. Abernethy so she added basic conveniences such as bathrooms at Lake Coffey. Summertime residents

expect a basic amenity such as the restroom at that location.

Mr. Pudney stated that Shane Park was a project to be addressed in the budget. He provided a summary about the 'Employee Safety training program, which included a facility tour of the water plant, which Mr. Daniel Davis is in charge of. Our insurance provides safety training, as well, OSHA will provide a free safety program which we will take advantage of and implement.

- 7.3.** Mr. May then reviewed the priority list again, noting that the Council was to vote on each of their top five categories which will result in Council's top five priorities list for FY: 2020-2021. As he reviewed the categories, those items which could be combined were combined. The items that are not at the top of the Council's priority goals will become their bucket lists for projects and issues to possibly be completed.

Please note: The following list is not in priority order but was reviewed as:

1. Infrastructure- water sewer, hydrants- received five council votes
2. roadways- paving, scheduled maintenance and repair
3. water/sewer projects scheduled and underway
4. trash debris roadside pickup yard debris, budgetary funding for temporary employees or contract out
5. code enforcement / minimum standards
6. resource management/ human resources
7. facilities maintenance and repair/ enhance efficiency
8. Way-finder signs/ uniform signs and markers
9. Visitor's Center expansion- address storage, offices, and parking
10. Reduce Budget/ cost savings and program incentives
11. speed indicator boards (Police Dept. and State DOT)
12. gravel roadways- issues such as stabilization, maintenance and repairs, and public complaints
13. pave Oz Road - Town's Street Paving Ordinance and procedures discussed. Last year's request by the Oz residence to pave was reviewed by Mayor Kaufman. He suggested we look at the priority list instead of the Paving Ordinance. The residents who responded to the letter last year and agreed to pay, can be added to the costs of the project and the Town can budget the rest. Mr. Pudney reviewed the roadway paving schedule and noted that the budget for the paving and roadway maintenance is currently \$164,000.
14. Painting/stripping additional roadways
15. 5% decreased FY: 2020-2021 Budget
16. Watauga Water Intake Project
17. back gate- Paving Buckeye Creek Road, access for ingress/egress
18. Recycling Center controls, enforcement of dumping and ordinances
19. Landscaping/roadside improvements/ gutters and paving
20. Public transportation-Boone to Beech connections
21. Website upgrade to user friendly layout
22. contingency plan for bike trails
23. Parks and Playground improvements- Town Hall sled hill area safety
24. safe sidewalks on Beech Mountain Parkway
25. expand use of social media apps

- 26. rest rooms at Coffey Lake
- 27. Shane Park
- 28. employee safety
- 29. dry tubing

8. ASSIGN ROLE OF COUNCILMEMBERS & ASSIGN CHAMPIONS TO PRIORITIES

8.1. The following list is the consensus of Council's Priorities:

1) Infrastructure- the topic and goal includes water and sewer projects underway and those that need addressing. Fire hydrants. Watauga Water Intake Project: Champions will be Vice Mayor Accardi and Councilmember Gonyea and there was discussion of the project timeline as to who does what/ and by when

2) Roadways- paving schedule, maintenance, paint/ striping, Back gate paving, roadway landscaping, paving gutters, roadside improvements, M/R (maintenance / repair): Champions will be Councilmember Abernethy and Councilmember Melang

3) Website & social media- user friendly website and consistent content: Champions will be Councilmember Gonyea and Councilmember Melang

4) Cost Savings Incentives: Champion will be Vice Mayor Accardi

5) Gravel roadways: Champion will be Mayor Kaufman

9. REVIEW RESULTS ESTABLISH NEXT STEPS- MR. MAY

9.1. Mr. Pudney thanked the Council and said, as the manager, he now understands what Council expects, he knows the direction to take, and staff can understand what to budget. Staff will brainstorm the issues and topics outlined in the retreat and continue additional work needed to facilitate and expedite Council's goals.

Councilmember Abernethy reiterated it is important to pave the back gate not only for emergency services but also for economic impacts. He suggested we reach out to not only the TDA but the Developers in the community. Mr. Pudney agreed, receiving cooperation from developers in the area, reduces costs. We are looking at reducing the NCDOT roadway width standards in order to begin the project, we may have to retain maintaining the road. Mr. Pudney is also working on approaching Tennessee's DOT department as well as Watauga Lake's incorporated towns and Eagles Nest. We can partner with Eagles Nest on the design and the costs.

We are researching options, while we did not receive the Appalachia Grant, we will continue to look at other opportunities and options, stated Mr.

Pudney. He added that NCDOT does not want to accept the improved roadway even if we were to build it to the DOT standards.

Councilmember Melang suggested Staff put together the list of scheduled roadway paving for the public to see. The paving schedule will give citizens a framework. We can view the priority list for roads as well as for water and sewer projects. Council can allocate funds, review the priority list and the Manger's Office can implement the schedule.

10. CLOSING COMMENTS

- 10.1.** Mr. Pudney reviewed the progress conducted during the retreat and he requested that Staff and departments not receive operation interference. If a council member has an issue, please contact the manager and he will work on the problem directly. Council can now begin work on their 'Champion list' for FY: 2020-21, which begins July 1st. As Champion's, Council can work on the projects assigned and help other members understand the work performed by Staff. Department heads will work as a team implementing the budget priority list. Communication and cooperation are key and Mr. Pudney will report progress at Council meetings. He noted the upcoming calendar dates and said the first Planning Retreat helped him personally, he thanked Council members and Mr. May for facilitating a very productive session.

11. ADJOURNMENT

- 11.1.** There being no further business, Mayor Kaufman requested an adjournment at 1:40 p.m.

Note: these minutes are not a verbatim transcript of the Planning Retreat.

Motion

Weidner Abernethy made a motion to adjourn and Barry Kaufman seconded the motion. CARRIED. unanimously.

Town Clerk

Mayor, Town of Beech Mountain



MINUTES

Regular Town Council Meeting

4:00 PM - Tuesday, February 11, 2020
Council Chambers

The Regular Town Council of the Town of Beech Mountain was called to order on Tuesday, February 11, 2020, at 4:00 PM, in the Council Chambers, with the following members present:

COUNCIL PRESENT: Mayor Barry Kaufman
Vice Mayor Jimmie Accardi
Councilmember Weidner Abernethy
Councilmember Kelly Melang
Councilmember Erin Gonyea

COUNCIL EXCUSED:

STAFF PRESENT: Attorney Stacy Eggers, IV
Interim Town Manager Bob Pudney
Town Clerk Tamara Mercer
Public Utilities Superintendent Daniel Davis
Building Inspector Jeff Fish
Director of Tourism and Economic Development Kate Gavenus
Public Works Superintendent Matthew Clawson
Town Planner Preston Yates
Director of Special Projects Riley Hatch
Parks and Rec Director Sean Royall
Chief of Police Tim Barnett

1. CALL TO ORDER

2. ADOPTION OF AGENDA

2.1. Mayor Kaufman requested a motion to adopt the agenda.

Motion

Weidner Abernethy made a motion to adopt the agenda and Jimmie Accardi seconded the motion. CARRIED. unanimously.

3. INVOCATION- PASTOR PAUL COLE

3.1. Interim Town Manager, Mr. Bob Pudney introduced Paul Cole, Pastor at Heaton Christian Church and added Mr. Cole was also a first responder diver

in the rescue of the trapped diver in the Buckeye Lake incident in 2018.

4. PLEDGE OF ALLEGIANCE

5. PUBLIC COMMENT - NONE

6. CONSENT AGENDA

- 6.1.** Adoption of Minutes - Reconvened meeting minutes and closed session minutes of December 23, 2019 & regular meeting minutes of January 14, 2020

Mayor Kaufman requested a motion to adopt the Consent Agenda items and Vice Mayor Accardi corrected page 10 to read Ms. Carr not Mr. Carr and Town Clerk, Ms. Mercer noted the typo would be corrected in the January 14, 2020 meeting minutes.

7. NEW BUSINESS

- 7.1.** Audit and Financial Statements Presentation Wade Greene, CPA

Auditor, Mr. Wade Greene from Greene, PLLC Whiteville, NC, presented the audit report to Council. It is the Auditor's responsibility to express opinions of financial statements based on generally accepted accounting principles. Mr. Greene provided a summary of financial highlights and said assets and deferred outflows of resources exceeded liabilities and deferred inflows of resources by \$24,899,679. Net Position increased by \$539,872. The General Fund revenues and expenditures were next reviewed by Mr. Greene. He said in 2018, Revenues were \$6,686,790 and Expenditures were \$5,991,819 also for 2018. For 2019 Revenues were \$6,719,502 and Expenditures were \$6,305,597. The General Fund balances available were: 2018- \$3,296,690 and for 2019 it is \$7,769,430.

Next Mr. Wade reviewed the Sanitation Fund Revenues and Expenditures and said for 2018, Revenues were \$399,455 and Expenditures were \$365,110 and the Revenues for 2019 were \$412,545 and Expenditures were \$582,956 a loss or deficiency of \$170,411. Now the Local Government Commission or LGC has noted this water and sewer deficit on our books and in their report, this is an area of concern. The Sanitation Fund Balance for 2018 was \$508,813 and for 2019 it is \$333,669.

Mr. Wade provided a summary of the Water and Sewer Fund Revenues and Expenditures. For 2018 Revenues were \$2,176,224 and the Expenditures were \$2,540,940. For 2019 the Revenues were \$2,333,246 and the Expenditures were \$3,732,234 the Water and Sewer Fund Balance for 2018 was \$2,602,043 and for 2019 it is \$1,106,204.

He then reviewed the cash flow and long-term debt financial statements as well as the net tax levy. He noted the tax collection rate in 2018 was 97.55% and in 2019 it went down to 96.90% but the Town is still collecting for 2019 so this is still a good tax collection rate. At the end of the current fiscal year, unassigned fund balance for the General Fund was \$3,036,041 or

48.15% of total general fund expenditures for the fiscal year. The Town's total debt decreased by \$750,789 during the current fiscal year. the key factor in this decrease was the debt payments in the business type activities. In Mr. Wade's opinion the Town's financial statements are within the LGC's general accounting practices guidelines.

Motion

Kelly Melang made a motion Approve the Audit results and basic financial statements and Erin Gonyea seconded the motion. CARRIED. unanimously.

7.2. FY: 2019 Semi Annual Financial Reports

Mr. Pudney provided the Financial Report from July 1, 2019 through December 31, 2019 and the statements are reconciled including the fuel allocations. The Council will receive the monthly report, as it's important that Council know where the funds are. He provided the balance sheet showing the enterprise fund and general fund looking at cash and investments. He noted the budget summary and that the Auditor also pointed out which accounts are insured by the Federal Government. A majority of the Town's investments are in the North Carolina Trust Funds.

In response to Councilmember Abernethy question as to how the funds are invested, Mr. Smith, Finance Officer answered that we adhere to General Statute §159 which limits investments to treasuries and Capital Management Trust, which is the only mutual fund we are allowed to invest in, this fund is also controlled by the State Treasure's Office.

The growth rate for the past 3 to 5 years in these funds, is approximately a rate growth of 2.75-3.25 %. Mr. Smith explained the terms for the funds and liquidity for the funds. The term fund requires a two days advance notice in order to liquidate.

In response to Mayor Kaufman's inquiry, Mr. Smith said the Branch Bank Pooled fund is the Town's checking account at BB&T. The pooled account does contain monies from the Town's Water and Sewer funds and General Fund which is in one bank account and the amounts increase or decrease substantially at tax time. Mr. Smith stated that he has transferred a substantial amount into the investment funds, and he will, in the future list those transfer amounts and activities as he does this periodically.

In response to Ms. Melang's question regarding the Shane Park monies, Mr. Smith said those separate accounts are not actually shown here, his software program can however, report the actual Shane Park donations.

Motion

Jimmie Accardi made a motion to accept the financial report and financial statements and Weidner Abernethy seconded the motion. CARRIED. unanimously.

- 7.3. Buckeye Lake Protection Ordinance to call for Public Hearing for March 10, 2020

Motion

Kelly Melang made a motion to call for a Public Hearing at the next regular meeting on March 10, 2020, to hear public comments on amendments to the Buckeye Lake Protection Ordinance and Weidner Abernethy seconded the motion. CARRIED. unanimously.

8. OLD BUSINESS

- 8.1. Council FY:2020-2021 Planning Retreat

Mr. Pudney presented an overview of the Town Council's Planning Retreat held on January 23, 2020. He reviewed the brainstorming session where input was given for a mayor, council member and manager's best attributes. Topics discussed throughout the day were: roadways, paving and gravel roadways, water lines, fire hydrants, Watauga River Intake Project, roadside improvements, ditch cleaning, beatification, social media and the Town's website, trash debris, temporary workers for street maintenance, code enforcement, facilities maintenance, way-finder signage, visitor center expansion, speed indicator signs, Oz Road paving, 5% Budget reduction, employee safety and training, dry tubing, open burning, convenience center controls and ordinance enforcement, public transportation- shuttle service, bike trails contingency plans, parks and playground improvements, sidewalks on Beech Mountain Parkway, Shane Park, Restrooms at Coffey Lake.

Council's Top Priorities:

- 1) Infrastructure: Water Lines, Sewer Lines, fire hydrants, Watauga River Intake

Champions: Vice Mayor Accardi and Councilmember Gonyea

- 2) Roadways: paving schedule, maintenance & resurfacing, striping, pave Buckeye Road (back gate), roadside improvements, paved ditches and landscaping

Champions: Councilmember Abernethy and Councilmember Melang

- 3) Website/ Social Media presence: user friendly site, consistent content across all platforms, relevant content and event updates

Champions: Councilmember Melang and Councilmember Gonyea

- 4) Cost Savings Incentives: budget, efficiency analysis, incentive opportunities

Champion: Vice Mayor Accardi

- 5) Gravel roadways: maintenance grading stabilization, ditch and maintenance schedule

Champion: Mayor Kaufman

Mr. Pudney reviewed the next steps and noted Council pledged to work as

a team and focus on the main priorities which were reached by a consensus of the members for betterment of the community. Staff and the Manager's Office will work on the up-coming budget plan in order to meet these goals and implement the plan.

Motion

Erin Gonyea made a motion to accept Council Planning Retreat Report and Weidner Abernethy seconded the motion. CARRIED. unanimously.

9. TOWN MANAGER AND STAFF REPORTS

9.1. Business Acknowledgement- Beech Meadow Ski Shop, 405 Beech Mountain Parkway

Mr. Pudney pointed out that the adjacent ski shop and Realty business, owned by Mr. Wilson King has been in existence before the Town was incorporated.

Wilson King reminisced and stated there was an actual 'back-gate' and there was a 'pole yard' on the back side of Beech Mountain. Mr. King has been conducting a 're-recycling' program for 9 years, called the Big Sale. Where they rent the National Guard Armory in Boone, donations of new materials and goods fill up the square footage of the Armory and all proceeds and sales benefit the Humane Society.

Mr. Wilson said he opened the Beech Meadow Ski Shop in 1978 and he recounted how over time, more and more businesses have joined the Ski Shop to donate to the Humane Society. The once a year Big Sale has become a year-round collection and donation effort by the Ski Shop coordinating with others to give to the Humane Society. They collect and distribute with Rams Rack in Newland for the Avery Humane Society. Towels and sheets are the most popular item for animal shelters, so they accept sheets, quilts any sort of bedding, harnesses, and leashes. Mr. Wilson listed all items accepted by the Thrift Shops. Donations are a sound business and we throw away so much. These efforts not only support animals and people but is a direct benefit to the Town. As taxpayers we know the Recycling Center consists of the 'solid waste stream' this 'solid waste stream' costs the Town money to haul off the mountain and is a direct expense to the Town and hence an indirect expense to the taxpayer.

Not only does recycling cut costs and expenses but our trash is not filling up landfills. So, less garbage disposal fees, less in landfills, advantages to the environment, this is a tax write off to donors and we are providing services to help animals. Mr. Wilson encouraged the public to donate their items that others could use, and he encourages others to take up collections to compete with him. Let's protect and preserve our mountain not just for two-legged creatures but four-legged creatures as well.

9.2. The Clerk's Office has partnered with the State Archives of North Carolina Office, in the preservation of the Town of Beech Mountain's minute books.

Books in the vault, such as minutes, resolutions, and Sanitary District books, have been inventoried and micro-filmed by the State Office in Raleigh. This ensures public access to Beech Mountain's historically significant archival materials for now and into the future. Beech Mountain's permanent public record is now a part of the Statewide records system, preserving our rich history and historical value.

- 9.3. Mr. Pudney submitted the departmental reports and provided an update from the Manager's Office. He said a national and regional search by the Human Resources Office has begun for a new Town Manager and Mr. Pudney will keep the Council apprised of that search.

As to the request for submissions for Town Attorney, Mr. Pudney noted we have two proposals, we received responses from three attorney's offices of conflicts of interest and we are waiting on two proposal submission from other attorney offices.

Mr. Pudney reported that we have not received a permit from the State Department for the project at Shane Park. Mr. Pudney said Parks and Recreation nor Planning Department had applied, and the Staff will follow-up with the necessary permitting required to continue the project. There are many records stored at the Lake Coffey building. There are issues with the building such as the facility roof leaks, and we need to repair shingles. We are replacing the shingles on the roof at a cost of \$8,000, which includes painting the building. At this time, we won't require replacement, but the building has outlived its purpose.

The Pond Creek Bridge was repaired by Public Works and the Recreation Department. The two departments worked together and installed a new foundation and bridge repair costs are \$560 for total repairs. The Public Works Department is continuing to replace fire hydrants on the list and Pinnacle Ridge North is complete. We have our 2018 Water and Sewer Main Project advertised for bids. This is a major project as all the water and sewer mains will be dug up. The streets will be dug up and sewer and water lines will be replaced and services to homes will be disrupted and we plan to begin the major project in April. That bid will be brought before Council for review and/or approval. Sections of repair will be by Overbrook Trail and Creekside by Charter Hills.

The new Public Works building project is underway, but some substantial changes have been made to reduce costs, such as the vehicle wash system. We are still trying to close the loan, which hopefully will close in April. One issue was receiving the audit report which took longer and the Audit Report has now been presented to Council and Council accepted it. Mr. Smith has been working with LGC every day in order to secure the bank's loan for the Public Works building project.

Winter salting and sanding is ongoing and site specific issues with the thawing and refreezing causes roadway problems. Street Maintenance crews are targeting those sites. Plowing occurs in zones, and an area plan is in

place. The priority areas are first and crews are plowing as to the schedules. The agreement with DOT is in place and working well.

The Budget process is underway and department heads are including detailed descriptions for all line items.

The Planning Board is working on the street addressing project. The Zoning Official working with the Police Department have identified approximately 1,000 buildings in non-compliance. Letters will notify homeowners and will be mailed out, but we are working towards voluntary compliance for addressing. It's important for emergency services to find the buildings and homes so letters will step up the addressing project in order to achieve compliance.

Watauga Water Intake Project meeting is February 25, 2020 at 2:00 p.m. at Town Council Chambers to be attended by Staff, the project engineers, who will explain the study report, State Water Quality representatives, as well as the Financial experts in order to conduct the workshop the Town's options and Staff will be looking for direction from Council.

The next business task force is scheduled for March 3rd at White Wolf Lodge at 11:30 a.m. Mr. Pudney discussed the weekend traffic backups at the overflow parking lot and he met with Ryan Costin and we deployed the Town's electronic mobile sign to prewarn people of the traffic pattern. The attendants worked with the Town to keep traffic flowing and we had fewer delays.

- 9.4. Fire Department Monthly Report
- 9.5. Police Department Monthly Report
- 9.6. TDA February Report
- 9.7. January Recreation Report
- 9.8. Planning and Inspections Report 2020-01
- 9.9. Public Works January 2020 monthly reports

10. TOWN COUNCIL COMMENTS

- 10.1. Councilmember Abernethy observed that the traffic flow solutions are working, and thanked the Manager's Office for coordinating with the Police Department and with the Ski Resort. He inquired into the occupancy tax and the gross receipts, and Mr. Pudney acknowledged we have had record revenues reported by the Tourism Development Authority, and the TDA Director, Ms. Gavenus projects these numbers will keep growing.

Councilmember Gonyea thanked Mr. Wilson King in his involvement and efforts volunteering for the region and donating to the Humane Society and noted that she was very pleased with the Town's direction and the Manager's leadership.

Vice Mayor Accardi thanked Staff and the Police Department, specifically

Parks and Recreation Director, Sean Royall for a successful Martin Luther King Jr. weekend as the 'nerf gun wars' attracted over 200 people to the event.

Councilmember Melang reiterated that the Watauga Water Intake Project is an open meeting on February 25th. Also Parks and Recreation is holding a Shane Park meeting, which is also open to the public, on Thursday, February 13, 2020 at 9:00 a.m. Ms. Melang thanked the Public Works Department for continued work on the snow removal schedule, and she suggested that this schedule should be posted on the website in order so the public can see when their street will be plowed. She reminded everyone that gravel roads do not get salt only sanded.

Councilman Abernethy agreed that we are seeing positive results.

Mayor Kaufman noted that the Manager's Office holds a Monday morning staff meeting at 9:00 a.m. every week.

11. CITIZENS' AGENDA COMMENTS

- 11.1. Mr. Frank Steele inquired into the Buckeye Lake Protection Ordinance, to which Mayor Kaufman said that Staff is researching the ordinance and presenting the ordinance at the next Council meeting, Council will review it based on our long-term water plan. Council is holding the Public Hearing on March 10th and Staff is preparing the verbiage.

Mr. Peter Patton stated he was concerned with the salt use on the mountain. He asked what the impact of crushing and spreading salt has been on the environment since we began salting. He believed an impact study should be conducted, for example on Tamarac Road, since that hill runs into Pond Creeks and streams. As outdoorsman, Mr. Patton believes we need to study the watershed to understand the fish impact to streams and aquatic life.

Mayor Kaufman did not know of a study and noted that he had not heard from the State Department and was not aware of issues concerning environmental protection. Mr. Pudney said before Public Works began salting we met with the State. Mr. Pudney was also not aware of a study but he will conduct more research on the issue and report back.

Mr. Wilson agreed and was concerned with the salt use. He said previously the Town used chad, gravel and dirt as it was determined that salt was unhealthy and not needed.

It was also noted, by Ms. Mercer that Mr. Wilson's business, Beech Meadow Ski Shop is also a proud sponsor of the Lees-McRae Ski and Snowboard Team and provides the team with sports equipment and donations.

12. ADJOURNMENT

- 12.1. There being no further business, Mayor Kaufman requested a motion to adjourn at 5:15 p.m.

Note: the minutes are not a verbatim transcript of the proceedings.

Motion

Kelly Melang made a motion to adjourn and Weidner Abernethy seconded the motion. CARRIED. unanimously.

Town Clerk

Mayor, Town of Beech Mountain



COUNCIL ACTION ITEM

TO: Town Council
FROM: Steve Smith
DATE: March 10, 2020
SUBJECT: Proposal for Audit Services and Financial Statement Write Up

FOR THE PURPOSE OF:

To secure audit and financial statement write-up services for the year ending June 30th, 2020

ATTACHED FOR YOUR CONSIDERATION:

C. Randolph CPA, PLLC, Section I and Section II Proposal to Perform Financial Audit

STAFF RECOMMENDATION:

Approve the terms for audit services as detailed in Section II of Proposal to Perform submitted by C. Randolph CPA, PLLC

SIGNATURES:

Town Manager

Town Clerk

TOWN OF BEECH MOUNTAIN, NORTH CAROLINA

Proposal to Perform
Financial Audit in Accordance
With Generally Accepted Auditing Standards and
Government Auditing Standards
For the Years Ending June 30, 2020, 2021, and 2022

Section I

C. Randolph CPA, PLLC
Certified Public Accountant

C. Randolph CPA, PLLC

Certified Public Accountant

219-A Beaver Creek School Rd.
West Jefferson, North Carolina 28694

Phone: (336) 846-3211

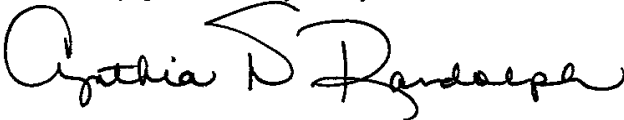
Fax: (336) 846-1142

Mr. Steven Smith, Finance Director
Town of Beech Mountain
406 Beech Mountain Parkway
Beech Mountain, North Carolina 28604

February 20, 2020

Thank you for the opportunity to make a proposal to perform the audit for Town of Beech Mountain, North Carolina. C. Randolph CPA, PLLC offers you valuable, personalized service and a critical understanding of all aspects of accounting. By allowing me to be your professional accountant your organization will acquire the services of a highly qualified, experienced professional not commonly available at an affordable price. I believe the personal involvement with which I commit to my clients, combined with the range of quality services that my firm offers, qualifies me to be a valuable advisor to your management team.

This proposal sets forth certain information about my firm and my proposed fees. If you should need any additional information, please contact me. I will be pleased to meet with you to further discuss this proposal and answer any questions that you may have.



Cynthia D. Randolph
CPA

Town of Beech Mountain, North Carolina

Information About C. Randolph CPA, PLLC

C. Randolph CPA, PLLC formed in August 2017. My experience includes 28 years of auditing including not-for-profit and governmental entities. I also have 28 years of public accounting in corporate, individual, and fiduciary taxation. I am a member of the North Carolina Association of Certified Public Accountants and The American Institute of Certified Public Accountants.

My firm is a member of the Private Companies Practice Section of the American Institute of Certified Public Accountants. As a member of the section, a firm is required to have a peer review by an independent CPA firm. A peer review becomes public information and anyone can obtain a copy of the report on the reviewed firm. Such a review assures that the services my clients receive meet the highest standards of the accounting profession.

I receive a minimum of forty (40) hours of continuing professional education each year. Continuing professional education is required as part of my firm's quality control standards and it will be reviewed when I receive a peer review.

My firm offers the following services: audit, review and compilation services; tax planning and preparation services; management advisory services; and computer and software consulting capabilities.

I presently provide services to numerous not-for-profit organizations and governmental entities in the region. The collective experience of myself includes non-profit organizations, housing authorities, governmental units, service organizations, professional corporations, retail and construction.

Town of Beech Mountain, North Carolina

1. I presently plan for myself to be utilized on the engagement. I am a sole practitioner and have an administrative assistant. Those to be assigned to the engagement are as follows:

Cynthia D. Randolph - CPA

- 2, 3. I have provided audit services for the following:

Listing of Present and Prior Governmental and Governmental Related Entities for Whom I Have Provided Audit Services:

Governmental Entities:	Years Served
Burke County	23
Burke County Public Schools	15
City of Claremont	11
Town of Maiden	10
Town of Glen Alpine	12
* Town of Lansing	3
Town of Ruth	10
City of Newton (CAFR)	18
City of Morganton Housing Authority	19
Foothills Area Programs (Mental Health)	18
City of Conover (CAFR)	2
* Town of Hudson (CAFR)	1
Town of Catawba	4
* Town of Newland	1
Town of Brookford	1
Graham Housing Authority	3
Town of Old Fort	16
Hickory Public Housing Authority	12
City of Lincolnton (CAFR)	12
Western Piedmont Council of Governments	15
Town of Marshall	6
Town of Fletcher	6
Town of Dallas	3

* Current client as of June 30, 2019

I have governmental accounting experience that ranges up to 28 years. My capabilities include governmental budgeting, bond refunding, lease vs. purchase computations, computer consulting for computer and software application, audits of special projects, special assistance in the areas of retirement plans for governmental units, accounting and internal control systems, computer systems for general fixed assets, tax consultation for nonprofit organizations and water and sewer rate studies. Additional services I provide to clients that are comparable to Town of Beech Mountain are as follows:

- Town of Lansing AFIR, unit data input worksheet
- Town of Hudson AFIR, unit data input worksheet
- Town of Newland AFIR, unit data input worksheet

4. My firm is a member of the Private Companies Practice Section of the American Institute of Certified Public Accountants. As a member of the section a firm is required to have a peer review by an independent CPA firm. A peer review becomes public information and anyone can obtain a copy of the report on the reviewed firm. Such a review assures that the services my clients receive meet the highest standards of the accounting profession. The field work for my review was completed in December 2018 and has been approved as part of the AICPA Peer Review Program. A copy of the independent auditors' report on my firm is included with this proposal.

5-8. The professional experience of each member assigned to the Town of Beech Mountain engagement is as follows:

Cynthia D. Randolph, CPA will coordinate, supervise, and be in charge of the engagement. I have 28 years of public accounting experience. My expertise includes governmental units, furniture and textile manufacturing, retail, construction and non-profit organizations. I have extensive experience in auditing capital projects (i.e. CDBG), Social Services Programs, Health and Human Services and other Federal and State grants. I also have experience in auditing and reporting for both public and governmental based water and electrical utilities. I will provide 100% of the total time allocated for the engagement.

Relevant educational background of myself:

I am a graduate of Lenoir-Rhyne University. I have experience in auditing governmental units, capital projects, health and human services, other federal and state grants and nonprofit organizations. I obtain 40 hours of CPE each year with at least 24 hours every two years concentrated on governmental. A listing of CPE attended for the last three years is as follows:

Continuing Education

Year end 2019	<u>Date</u>	<u>Hours</u>
199A the 20% QBI Deduction Part 4: Final Regulations	1-24-2019	1
Employee Benefit Plans Conference	5-14-2019	8
Local Government Conference	5-16-2019	8
NC Local Government Auditing, Reporting & Review	6-6-2019	8
Jeff Sailor's 2019 Accounting and Auditing Update and Review	7-29-2019	8
The Convergence of Audit Methodology & Technology	10-3-2019	1
Using the EBPAQC SOC 1 Tool	11-12-2019	2
Auditing for Fraud	11-20-2019	2
2019 Professional Ethics & Conduct	12-5-2019	2
A&A Update: What's New Other Than Rev Rec and Leases	12-10-2019	<u>1</u>
		<u>41</u>

Year end 2018	<u>Date</u>	<u>Hours</u>
Tax Reform Update	1-23-18	1
Recent Accounting Pronouncements	1-23-18	1
Financial Instruments Accounting Standards Update Explained	2-19-18	1
Bonus Depreciation Update & Cost Segregation	2-27-18	1
How to Avoid Audit Documentation Deficiencies	5-8-18	1
NC Local Government Auditing, Reporting & Review	6-12-18	8
Upcoming Peer Review: Is Your Firm Ready?	6-22-18	8

Year end 2018	<u>Date</u>	<u>Hours</u>
Accounting and Auditing Update	7-9-18	8
Jeff Sailor's 2018 Accounting and Auditing Update & Review	8-20-18	8
Auditing 401(K) Plans: Critical Issues and Annual Update	11-8-18	4
2018 Federal Tax Update	12-10-18	8
2018 Professional Ethics and Conduct	12-11-18	2
		<u>51</u>

Year end 2017	<u>Date</u>	<u>Hours</u>
2017 Tax Update Seminar	1-9-17	2
2016 Individual Income Tax Workshop	1-12-17	8
2017 Local Government Conference	5-18-17	8
Jeff Sailor's 2017 Accounting and Auditing Update and Review	7-20-17	8
Small Business Tax Advisor Series: Design Your Dream Tax Practice	7-14-17	2
Checkpoint Functionality: Accounting and Auditing	8-24-17	1
Checkpoint Functionality: Stay on Top of Tax Updates	10-5-17	1
Accounting and Auditing Changes Workshop	10-16-17	8
Governmental Accounting and Auditing Virtual Conference	11-8-17	6
Governmental Accounting and Auditing Virtual Conference	11-9-17	6
2017 Professional Ethics and Conduct	11-28-17	2
Auditor Independence: Focus on Non-Audit Services	11-30-17	1.5
Automating End of Month Accounting Processes	12-11-17	1
The State of Audit 2017	12-12-17	1
Recent Accounting Pronouncements	12-28-17	<u>1</u>
		<u>56.5</u>

9. **List of References:**

Ms. Cathy Swanson, CEO
Caldwell Hospice and Palliative Care, Inc.
902 Kirkwood St., NW
Lenoir, NC 28645
Telephone No: (828)754-0101

Mrs. Marcy Little, Town Clerk
Town of Lansing
173 B Street
Lansing, NC 28643
Telephone No: (336) 384-3938

Mrs. Marla Christie, Executive Director
The Foundation of Caldwell Community College & Technical Institute, Inc.
P.O. Box 600
Lenoir, NC 28645
Telephone No: (828)726-2203

Mr. Edward Wall, Owner
Wall Lumber Company, Inc.
712 S. Sterling Street
Morganton, NC 28655
Telephone No: (828) 437-2044

Ms. Lise Meinhardt, Finance Officer
Town of Newland
301 Cranberry Street
Newland, NC 28657
Telephone No: (828) 733-2023

Ms. Rebecca Bentley, Town Manager
Town of Hudson
550 Central Street
Hudson, NC 28638
Telephone No: (828) 728-8272

10. The firm is a member of the Private Companies Practice Section of the AICPA. As a member of that organization I am required to obtain independence statements from all professional staff each year. I monitor the independence requirements and compliance with those standards on a periodic basis.

My firm has adopted as part of its Quality Control Document, PPC's checklist for evaluating the effect of personal and external impairments on independence in accordance with Government Auditing Standards. A copy of this checklist is enclosed with this document.

11. I presently carry professional liability insurance with The Hartford. The present coverage is \$3,000,000/\$3,000,000.
12. There has never been any regulatory action taken by an oversight board against my firm.



Koonce, Wooten & Haywood, LLP
CERTIFIED PUBLIC ACCOUNTANTS

Report on the Firm's System of Quality Control

To the Owner of C. Randolph CPA, PLLC and the
 Peer Review Committee, North Carolina Association
 Of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of C. Randolph CPA, PLLC (the firm) in effect for the year ended October 31, 2018. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included an engagement performed under *Government Auditing Standards* and an audit of an employee benefit plan.

As part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of C. Randolph CPA, PLLC in effect for the year ended October 31, 2018, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. C. Randolph CPA, PLLC has received a peer review rating of *pass*.

Koonce, Wooten & Haywood, LLP

Koonce, Wooten & Haywood, LLP

December 4, 2018

Raleigh
 4060 Barrett Drive
 Post Office Box 17806
 Raleigh, North Carolina 27619
 919 782 9265
 919 783 8937 FAX

Durham
 3500 Westgate Drive
 Suite 203
 Durham, North Carolina 27707
 919 354 2584
 919 489 8183 FAX

Pittsboro
 579 West Street
 Post Office Box 1399
 Pittsboro, North Carolina 27312
 919 542 6000
 919 542 5764 FAX

GQC-PA-3.3: Independence Representation

Name: [Client Name]

Date: []

Instructions: This representation should be completed when an individual is hired and, at a minimum, annually thereafter. The representation is required for all professionals, including partners and staff. It can also be used to verify the independence of seasonal, part-time, and contract employees or outside engagement quality control reviewers used by the firm. It may also be used to verify the independence of paraprofessionals if such individuals perform procedures on attest engagements. The questionnaire at GQC-PA-3.2 is provided as a supplement to this appendix. While its use is optional, GQC-PA-3.2 can facilitate completion of the representations. If GQC-PA-3.2 is completed, No. 8 below can simply be cross-referenced to the documentation in that questionnaire. The representation (and any attachments) should be routed to the ethics partner or other designated partner for review, then filed in the individual's personnel file. Each independence representation form received by the firm may be carried forward to GQC-PA-3.4, "Independence Representation Control Log," so the firm can readily track and account for the receipt of all employee representations. Obtaining this confirmation of independence from firm personnel is required by QC 10, as discussed at paragraph 303.8. Firms may choose to expand this form to include confirmation by personnel of compliance with other firm policies.

I have read and understand the firm's policy and procedures regarding the relevant ethical requirements as stated in the firm's quality control document. As such, I represent that:

- 1) I am familiar with and will adhere to the independence and other relevant ethical requirements of the AICPA, the State of [State] Board of Accountancy, the State of [State] CPA Society, state statutes, *Government Auditing Standards*, and other regulatory agencies (to the extent applicable).
- 2) I have reviewed the firm's most current client list dated [Month/Year] to determine if I have any financial interests or business relationships that create possible threats or breaches to independence.
- 3) Except as described in No. 8, I do not hold any prohibited investments, nor were any held during the period. I have not entered into any prohibited transactions, nor am I aware of having any prohibited relationships.
- 4) As a member of the engagement team, I know that in cases when the work of a component auditor or other auditor is used, a written representation regarding the other auditor's independence with respect to our client should be obtained, and, except as described in No. 8, I am not aware of an engagement where such a representation was required and not obtained.
- 5) Any situation where either I am not independent or I am unsure whether I am independent is listed and explained in No. 8.
- 6) I am not currently under any investigation or disciplinary proceeding, and no such matter is pending from the AICPA or any other professional organization or regulatory agency. There are no other matters that would cause a reasonable person to conclude that I lack integrity in the performance of my professional responsibilities, except as described in No. 8.
- 7) Any situation in which I am not able or am unsure whether I am able to exercise objectivity in performing an engagement is listed and explained in No. 8.
- 8) Potential Issues:

CLIENT	POTENTIAL ISSUE
(a)	
(b)	

GQC-PA-3.3

CLIENT	POTENTIAL ISSUE
(c)	
(d)	
(e)	

Signed: _____ Date: _____

TOWN OF BEECH MOUNTAIN, NORTH CAROLINA

Proposal to Perform
Financial Audit in Accordance
With Generally Accepted Auditing Standards and
Government Auditing Standards
For the Years Ended June 30, 2020, 2021 and 2022

Section II

C. Randolph CPA, PLLC
Certified Public Accountant

TOWN OF BEECH MOUNTAIN, NORTH CAROLINA

1. I will use the standard local government audit program that is published by PPC (Practitioners Publishing Company) along with tailor made programs that may be required by your unit.
- 2&3 My approach to the audit would be first to have a planning meeting with the appropriate staff of Town of Beech Mountain, North Carolina. At that meeting I would coordinate the timing of the interim work, confirmation of accounts receivable, revenue and taxes and the final field work. I would also review to what extent I could use the work of the Finance Director and staff.

As part of the interim work, I would perform a study of internal control structure and a study of the computer systems being used by the Town. After these studies have been performed statistical sampling will be used to select the various samples (i.e., receivable confirmations, cash disbursements and revenue).

4. The audit team will be organized as follows:

	Percent of <u>Time</u>
Cynthia D. Randolph, CPA	<u>100</u>
Total	<u>100</u>

5. The management letter can be a very important tool for the management of any organization. I attempt to include items such as weaknesses in the internal control structure, suggestions that can assist you in cost savings and any items I note during the audit that are not in conformity with laws and regulations.
6. Assistance from the Town's staff may include the following:
 - a. Assist in pulling invoices, canceled checks, P.O.'s, etc. related to cash disbursement items selected for testing.
 - b. Prepare analysis for various accounts selected.
 - c. Make copies of any internally prepared workpapers that I need for documentation (i.e. bank reconciliations, journal entries, leases, legal documents).
- * At my planning meeting with the staff, I would mutually compile a list of items to be prepared by your staff.

7. Tentative audit schedule:

A planning meeting can be held in May 2020 as stated in item #2 & 3 above.

Interim work can begin in mid-June 2020 or as soon as the schedule of the Town's personnel permits.

Final field work can begin mid-August, or as soon as the Town's personnel have performed the year end closing procedures and are ready for the audit to begin. Final field work will be completed by September 15. An agreed upon post-closing trial balance will be available no later than September 30.

Preliminary copies of reports will be available by October 1, 2020. A meeting will be scheduled to discuss the audit findings, management letter and financial statements. The final printed financial statements will be available as early as the third week of October 2020 but no later than October 31, 2020.

8. a. Estimated hours and fees:

	Estimated Hours
By staff:	
Audit CPA	107
Clerical	<u>32</u>
 Total	 <u>139</u>

	Estimated Hours
By area:	
Planning and assessment of the Internal Control Structure	8
Field Work:	
Interim (on site)	16
Final (on site)	60
Write reports and constructive service letter (off site)	23
Clerical	<u>32</u>
 Total	 <u>139</u>

My fees for the audit of Town of Beech Mountain will be based on the actual time spent at my standard hourly rates plus travel and other out-of-pocket costs such as report production, typing, postage, etc., but not to exceed \$13,900. My fees for the audit of Beech Mountain Tourism Development Authority will be based on the actual time spent at my standard hourly rates plus travel and other out-of-pocket costs such as report production, typing, postage, etc., but not to exceed \$2,500. **My fee is based on anticipated assistance from your personnel and the assumption that no unexpected circumstances will be encountered during the audit. If significant additional time is necessary or the scope of the audit changes, I will discuss it with you before proceeding.**

- b. Travel costs - Included in the above fee quotation.
 - c. Cost of supplies and materials - included in a. above for 20 copies of the report and 20 copies of the management letter and a PDF of each.
 - d. Other costs - None anticipated.
 - e. I estimate that the net increase for the 2020 - 2021 and the 2021 - 2022 audits will increase no more than 3% per year.
10. You will notice in Section I, I have 28 years of experience in auditing governmental entities. I started my own firm in August 2017. Many of my prior audit clients have transitioned to my new firm with me. As a smaller firm, my turn around time as well as my overhead are highly efficient.
11. See Summary of Audit Costs Sheet.

SUMMARY OF AUDIT COSTS SHEET
TOWN OF BEECH MOUNTAIN

1.	Base Audit Includes Personnel costs, travel, and on-site work	<u>\$ 9,400</u>
2.	Financial Statement Preparation	<u>\$ 4,500</u>
3.	Extra Audit Service <u>\$ 100.00 per hour</u>	<u>\$</u>
4.	Other (explain) _____	<u>\$</u>
5.	Other (explain) _____	<u>\$</u>
	TOTAL	<u>\$13,900</u>

SUMMARY OF AUDIT COSTS SHEET
BEECH MOUNTAIN TOURISM DEVELOPMENT AUTHORITY

6.	Base Audit Includes Personnel costs, travel, and on-site work	<u>\$ 1,500</u>
7.	Financial Statement Preparation	<u>\$ 1,000</u>
8.	Extra Audit Service <u>\$ 100.00 per hour</u>	<u>\$ _____</u>
9.	Other (explain) _____	<u>\$ _____</u>
10.	Other (explain) _____	<u>\$ _____</u>
	TOTAL	<u>\$ 2,500</u>



ORDINANCE

TO: Town Council
FROM: Preston Yates
DATE: March 10, 2020
SUBJECT: Buckeye Lake Protection Plan - Public Hearing

FOR THE PURPOSE OF:

To hold a Public Hearing in order to take public comment on proposed changes to the Buckeye Lake Protection Ordinance. The proposed changes to the Buckeye Lake Protection Ordinance and Plan are relative to the Shane Outpost Park.

ATTACHED FOR YOUR CONSIDERATION:

Attached are two copies of the proposed ordinance, one labeled markup, which shows the proposed changes to the ordinance and the other showing the proposed ordinance to be adopted. Also attached are two copies of the proposed plan, one labeled markup, which shows the proposed changes to the plan and the other showing the proposed plan to be adopted.

STAFF RECOMMENDATION:

Staff recommends adopting the proposed ordinance to ensure the consistency of the Shane Outpost Park with the Buckeye Lake Protection Ordinance and Plan.

SIGNATURES:

Town Manager

Town Clerk

Ordinance NO. 2020-01

TOWN OF BEECH MOUNTAIN, NC

**AN ORDINANCE TO AMEND THE BUCKEYE LAKE PROTECTION
ORDINANCE**

WHEREAS, the Town of Beech Mountain prioritizes the quality of water in its drinking water reservoir and desires to maintain the pristine quality of this resource; and;

WHEREAS, the Town of Beech Mountain also acknowledges the benefits to the community of recreation and a healthy lifestyle; and;

WHEREAS, Beech Mountain recognizes the importance of recreational amenities to its economy and its success as a tourist destination; and;

WHEREAS, the Town of Beech Mountain finds that certain recreational uses of its drinking water reservoir are not harmful to water quality when governed by a set of reasonable standards and regulations;

**NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE
TOWN OF BEECH MOUNTAIN, NORTH CAROLINA, THAT:**

SECTION I. The Code of Ordinances, Chapter 93 (Parks and Recreation), Sections §93.20 through §93.27 are hereby amended to read as follows:

§ 93.20 PURPOSE.

The purpose of this subchapter is to set forth for the town the conditions to regulate activities and recreational use of Buckeye Lake and the surrounding area by the general public and organized groups and to protect the water in this reservoir as a high quality drinking water supply.

The public is reminded and encouraged to report any suspicious or unauthorized activity to the appropriate authorities.

(A) For the purpose of Sections §93.20 through §93.27 only, the terms “creek” and “stream” shall be interchangeable and shall refer to Buckeye Creek and its tributaries unless otherwise specified.

~~(A)~~(B) For the purpose of Sections §93.20 through §93.27 only, the terms “lake” and “reservoir” shall be interchangeable and shall refer to Buckeye Lake reservoir unless otherwise specified.

§ 93.21 FACILITY OPERATING SCHEDULE.

(A) The Buckeye Lake recreation facilities will be open only during daylight hours. The Shane Outpost Park campground and associated facilities shall be open and operated in accordance with the Buckeye Lake Protection Plan and the Shane Outpost Park rules and regulations. The exact schedule for days and hours that the facilities are open to the public will be determined by the town. The primary access to the lake (via the driveway that extends to the boat launch area and the fishing pier) shall be gated and locked at all times when the facilities are closed. Regular police patrols shall observe for unauthorized access or use of the lake during periods when the facilities are closed.

(B) At the discretion of the Town Manager (in consultation with the Utilities Director), the facilities may be closed for public use during inclement weather or for any reason that may degrade water quality or compromise public safety.

§ 93.22 FEES AND RATES FOR USE OF THE FACILITIES.

Rates and fees for fishing, boating, camping or other activities, if any, will be as established by the Town Council and shall be posted in the Buckeye Recreation Center.

§ 93.23 ACTIVITIES AND USES.

(A) Public boating shall be permitted only in vessels owned and provided by the Town. These vessels shall be non-motorized, non-trailer types such as canoes, kayaks, and row boats/john boats. Approved vessels shall be of a design where no contact with the water is made by the occupants.

(B) Boating shall be restricted as to locations designated by the Town Manager (in consultation with the Utilities Director), but in no case within 150 feet of the water supply intake facilities. No boat shall touch shore except at the designated boat launch area/dock.

(C) No more than five boats shall be permitted on the lake at any given time.

(D) Reckless boating shall not be tolerated and any offender shall be removed from the lake and subject to a civil penalty for violating this subchapter.

(E) Bank fishing will only be allowed in areas designated and identified by signs on site. These areas are further described as follows:

(1) The pier and the bank of the Lake directly south of the pier for a distance of 400 feet;

(2) The cove where Buckeye Creek enters the Lake, including an area extending along the bank 120 feet on the south side of the mouth of the creek and 275 feet along the bank on the north side of the mouth of the creek; and

(3) The pointe: an area of 200 feet along the bank of the Lake on the peninsula opposite Buckeye Water Treatment Plant.

(4) Buckeye Creek: the area of Buckeye Creek from the cove where Buckeye Creek enters the lake to the location where Buckeye Creek flows under Buckeye Creek Road.

(F) Fishing from boats owned and provided by the town is permitted.

(G) Regulations of the North Carolina Wildlife Commission shall apply for fishing and boating activities.

(H) Picnicking will be permitted only in designated areas, ~~which are in or near the picnic shelter.~~

(I) Campfires will be permitted ~~at the fire pit~~ only in designated areas and in approved fire rings under the following circumstances:

(1) A ~~burning campfire~~ permit must be obtained from the town in conjunction with a camping permit;

(2) All fires must be confined to the fire ring, must be continuously attended, and must be completely extinguished before leaving;

(3) No fires between the hours of 11:00 p.m. and 9:00 a.m.;

(4) The permit holder must provide firewood. Leftover firewood can be stacked in a designated area for use by others;

(5) Persons building fires will be responsible for any damage that may occur as a result of a fire; and

(6) Fires are not permitted in any other areas of the park.

(J) Educational activities will be permitted as follows:

(1) The Buckeye Recreation Center may operate children's summer camps. Programs at the lake typically include elementary instruction in hands-on biology, environmental education, wildlife viewing, and fishing education.

(K) Hikers or pedestrians shall stay on designated, marked paths. Motorized vehicles are prohibited from hiking paths.

(L) Pets in the Buckeye Lake Recreation Area shall be under the direct care and supervision of a person at all times. Pets may have no contact with the water.

(M) Users shall confine activities to those areas which are designated for public use and shall in no instance enter other surrounding lands of the lakes.

(N) Swimming or any bodily contact with the water is strictly prohibited. Any user observed swimming, rolling a kayak, or in any other way, showing disregard for any of the stated regulations or otherwise contributing to degradation of water quality or abuse of these facilities may be restricted from using the lakes for a period of time as designated by the Town Manager or his or her designee.

(O) Hunting or trapping of wildlife will not be permitted on the premises of Buckeye Lake.

(P) Discourteous or abusive language or acts of violence or intimidation are not allowed.

(Q) No horses, cattle or domestic animals are permitted to water, wash or wallow in the reservoirs.

(R) No activity shall occur within the buffer area surrounding Buckeye Lake that does not comply with local zoning restrictions and 15A NCAC 02B.0214. Within 1/2 mile in all directions from the normal pool of the reservoir exists a WS-II Critical Area (CA). The CA is designated by the state to provide additional protection in close proximity to a drinking water supply intake. Being within the CA of a WS-II watershed requires that non-exempt development (disturbed or built upon area) occupy no more than 6% of the land owned or leased, and have a minimum of a 30 foot stream buffer.

A 50 foot undisturbed buffer is in effect from the normal pool of the reservoir in conformance with 15A NCAC 18C.0403(f).

A 30 foot stream buffer is in effect for all tributary streams to the reservoir within the Critical Area in conformance with 15A NCAC 02B.0214.

Refer to Sections 154.165 and 154.215 of the Town of Beech Mountain Code of Ordinances for additional stream buffers beyond the WSII Critical Area.

(S) The cleaning of fish is prohibited in Buckeye Lake, Buckeye Creek, and the Buckeye Lake area, and the Shane Outpost Park area.

(T) No discharge of firearms or fireworks (other than those approved for public show by the town) are permitted in the Buckeye Lake Recreational Area.

(U) Overnight tent camping is ~~prohibited in the Buckeye Lake Recreation Area~~permitted in designated areas only and in compliance with the Buckeye Lake Protection Plan and the Shane Outpost Park rules and regulations.

(V) Trash and debris shall be carried out or placed in receptacles provided. Littering is strictly prohibited.

(W) Acts of degradation to water quality or desecration of trees or plant life will not be tolerated.

§ 93.25 USER SAFETY.

(A) To ensure safety, each person using the lake must sign their name in Buckeye Lake's register. The user responsible for small children shall be required to list the names for each child after his or her name on the register.

(B) Not more than four adults, and fewer depending upon the weight rating of the boats, may occupy a boat at any time. All boats shall be equipped with at least one Coast Guard approved life preserver for each person on board.

(C) Persons under 16 years of age shall be permitted on the lake with supervision of an adult who will assume full responsibility. These individuals are required to wear U.S. Coast Guard approved floatation devices.

(D) The town or its designee is authorized to deny, suspend, or restrict the use of Buckeye Lake's impoundment premises or parts thereof to persons or groups who fail to comply with applicable laws or any regulations adopted hereunder including those for personal safety.

§ 93.26 SANITATION.

(A) Adequate sanitary sewage facilities shall be available in the recreational area. The nearest public restrooms are located in the Buckeye Recreation Center above the water treatment plant. There are also facilities located at the Picnic Shelter. Public restrooms shall be provided in the Shane Outpost Park campground area.

(B) Sufficient containers shall be provided at convenient locations for deposit of refuse and garbage. In no instance shall trash or refuse of any kind be thrown into the water.

(C) Waste left by domestic animals must be removed by the animal's owner or caretaker.

(D) No person shall do any act to impair or degrade water of the reservoirs.

§ 93.27 ENFORCEMENT OF REGULATIONS.

(A) A copy of these regulations shall be posted at the boat access, ~~and~~ in the Buckeye Recreation Center, and in the Shane Outpost Park campground area and shall be available for every person to read before using the premises.

(B) The town shall be the official custodians in charge of the reservoir and surrounding premises. The Town Manager (who shall be in consultation with the Utilities Director on matters related to water quality and protection), and staff members such as the Town Manager may designate, shall be the executive agents of the town in maintaining and enforcing all regulations and policies which have been adopted.

(1) Subject to the discretion of the Town Manager, the primary responsibility for the day to day recreation use and maintenance of the lake facilities and protection of its water shall rest with the Recreation Director and staff members of the Buckeye Recreation Center as designated by the Recreation Director. Staff members shall perform inspections of the lake facilities at least once daily and at other times as needed to ensure compliance with adopted rules and regulations and policies.

(2) Other employees of the town, under the authority of the Town Manager (in consultation with the Utilities Director) with responsibilities for protection of Buckeye Lake's water quality and in the enforcement of these regulations include the employees of the Buckeye Water Treatment Plant and the employees of the Beech Mountain Police Department.

(C) Appropriate state and local law enforcement authorities will be called upon for assistance as required.

(D) Permission for the use of the premises may be denied or voided for any person, group, or activity which is considered in any way threatening to the security and safety of any person or damaging to the facilities, equipment, or water quality.

(E) The town and its staff are authorized to direct persons whose presence and/or use of the facilities are in violation of law or regulations to leave Buckeye Lake's premises.

(F) The first violation of this subchapter shall subject the offender to a civil penalty in the amount of \$100. A second violation shall subject the offender to a civil penalty in the amount of \$500. A third violation shall subject the offender to a civil penalty in the amount of \$1,000 and a permanent ban from using Buckeye Lake.

SECTION II. CODIFICATION. The provisions of Section I of this Ordinance shall be published as appropriate in the Town of Beech Mountain Code of Ordinances as soon as practicable.

SECTION III REPEALING CONFLICTING ORDINANCES. All ordinances or portions of ordinances in conflict with this Ordinance, or inconsistent with the regulations of this Ordinance, are hereby repealed only to the extent necessary to give this Ordinance full force and effect. It is the intent of the Town of Beech Mountain not to repeal, any ordinance or part thereof not in conflict therewith; and all such ordinances and parts thereof are hereby declared to remain in full force and effect.

SECTION IV. SEVERABILITY CLAUSE. If any section, part or provision of this Ordinance is declared unconstitutional or invalid by a court of competent jurisdiction, then it is expressly provided and it is the intention of the Town Council in passing this Ordinance that its parts shall be severable and all other parts of the Ordinance shall not be affected thereby and they shall remain in full force and effect.

SECTION V. PUBLICATION AND EFFECTIVE DATE. This Ordinance shall take effect immediately upon its passage and publication according to law.

READ, CONSIDERED, PASSED AND APPROVED at a regular meeting of the Town Council of Beech Mountain, North Carolina, at which a quorum was present and which was held on the ____ day of _____, 2020.

This Ordinance Adopted the ____ day of _____, 2020.

Barry Kaufman, Mayor

Attest:

Tamara Mercer, Town Clerk

BUCKEYE LAKE PROTECTION PLAN
THE TOWN OF BEECH MOUNTAIN
REGULATIONS GOVERNING IN-LAKE ACTIVITIES AND
USES OF BUCKEYE LAKE

I. PURPOSE

The purpose of this regulation is to set forth for the Town of Beech Mountain the conditions to regulate activities and recreational use of Buckeye Lake and the surrounding area by the general public and organized groups and to protect the water in this reservoir as a high quality drinking water supply.

The public is reminded and encouraged to report any suspicious or unauthorized activity to the appropriate authorities.

These policies are intended to reflect and be congruent with the Buckeye Lake Protection ordinance codified in the Town of Beech Mountain Code of Ordinances §93.20 - §93.27.

II. FACILITY OPERATING SCHEDULE

- A. Any person using any of the impoundment premises of the Town of Beech Mountain during the hours in which the premises are officially open to the public is deemed to be a visitor to the premises subject to established regulations and applicable law, and shall in no event be deemed an invitee.
- B. The Buckeye Lake recreation facilities will be open only during daylight hours. Only registered campers shall be allowed in the Shane Outpost Park area during non-daylight hours. The exact schedule for days and hours that the facilities are open to the public will be determined by the Town of Beech Mountain. The primary access to the lake (via the driveway that extends to the boat launch area and the fishing pier) shall be gated and locked at all times when the facilities are closed. Regular police patrols shall observe for unauthorized access or use of the lake during periods when the facilities are closed.
- C. At the discretion of the Town Manager (in consultation with the utilities director), the facilities may be closed for public use during inclement weather or for any reason that may degrade water quality or compromise public safety.

III. FEES AND RATES FOR USE OF THE FACILITIES

- A. Rates and Fees for fishing, boating, camping or other activities, if any, will be as established by the Town Council of the Town of Beech Mountain and shall be posted in the Buckeye Recreation Center.

IV. ACTIVITIES AND USES

- A. Public boating shall be permitted only in vessels owned and operated by the Town. These vessels shall be non-motorized, non-trailer types such as canoes, kayaks, and row boats/ john boats. Approved vessels shall be of a design where no contact with the water is made by the occupants.
- B. Boating shall be restricted as to locations designated by Buckeye Lake but in no case within 150 feet of the water supply intake facilities. No boat shall touch shore except at the designated Boat Launch area/ Dock.
- C. No more than 5 boats shall be permitted on the lake at any given time.
- D. Reckless boating shall not be tolerated and any offender shall be removed from the lake and subject to a civil penalty for violating this subchapter.
- E. Bank fishing will only be allowed in areas designated on the attached map and identified by signs on site. These areas are further described as follows:
 - a. 1) The pier and the bank of the Lake directly South of the pier for a distance of 400 feet;
 - b. 2) The "cove" where Buckeye Creek enters the Lake- including an area extending along the bank 120 feet on the South side of the mouth of the creek and 275 feet along the bank on the North side of the mouth of the creek; and
 - c. 3) The "pointe"- an area of 200 feet along the bank of the lake on the peninsula opposite Buckeye Water Treatment Plant.
 - ~~c.~~ d. (4) Buckeye Creek: the area of Buckeye Creek from the cove where Buckeye Creek enters the lake to the location where Buckeye Creek flows under Buckeye Creek Road.
- F. Fishing from boats owned and provided by the Town is permitted.
- G. Regulations of the North Carolina Wildlife Commission shall apply for fishing and boating activities.
- H. Picnicking will be permitted only in designated areas, which are:
 - ~~a.~~ a. In or near the picnic shelter. The picnic shelter is a 50' x 30' roofed, open-sided structure with 10 picnic tables.
 - ~~a.b.~~ b. In or near the picnic tables provided in the Shane Outpost Park area.
- ~~H.I.~~ H.I. Campfires will be permitted ~~at the fire pit~~ only in designated areas and in approved fire rings under the following circumstances:
 - a. A ~~burning~~ campfire permit must be obtained from the town in conjunction with a camping permit;
 - b. All fires must be confined to the fire ring, must be continuously attended, and must be completely extinguished before leaving;
 - c. No fires between the hours of 11:00 p.m. and 9:00 a.m.;
 - d. The permit holder must provide firewood. Leftover firewood can be stacked in a designated area for use by others;
 - e. Persons building fires will be responsible for any damage that may occur as a result of a fire. Please remember safety first; and

f. Fires are not permitted in any other areas of the park.

H.J. Educational Activities will be permitted as follows:

- a. The Buckeye Recreation Center operates children's summer camps for six weeks during the summer. The camps are attended by an average of 20 children. During this time period the groups of children, supervised by Buckeye Recreation Center Staff, typically visit the lake an average of once weekly. Programs at the lake include elementary instruction in "hands-on" Biology, environmental education, wildlife viewing, and fishing education. All visits to the lakeside originate and end at the Buckeye Recreation Center, where the children are encouraged to utilize the restroom facilities.

H.K. Hikers or pedestrians shall stay on designated, marked paths. Motorized vehicles are prohibited from hiking paths.

K.L. Pets in the Buckeye Lake Recreation Area shall be on a leash at all times and under direct care and supervision. Pets may have no contact with the water. Owners or caretakers of pets are responsible for the removal of any waste generated by the pet. Baggies for pet waste are available at the Buckeye Recreation Center and at the restroom and port-o-john facilities.

L.M. Users shall confine activities to those areas which are designated for public use and shall in no instance enter other surrounding lands of the lakes.

M.N. Swimming or any bodily contact with the water is strictly prohibited. Any user observed swimming, rolling a kayak, or in any other way, showing disregard for any of the stated regulations or otherwise contributing to degradation of water quality or abuse of these facilities may be restricted from using the lakes for a period of time as designated by the Town Manager or his designee, typically a member of the Buckeye Recreation Center Staff, the Utility Director, or an officer of the Beech Mountain Police Department.

N.O. Hunting or trapping of wildlife will not be permitted on the premises of Buckeye Lake.

O.P. Discourteous or abusive language or acts of violence or intimidation are not acceptable.

P.Q. No horses, cattle or domestic animals are permitted to water, wash or wallow in the reservoirs.

Q.R. No activity shall occur within the buffer area surrounding Buckeye Lake that does not comply with local zoning restrictions and 15A NCAC 02B.0214. Within 1/2 mile in all directions from the normal pool of the reservoir exists a WS-II Critical Area (CA). The CA is designated by the state to provide additional protection in close proximity to a drinking water supply intake. Being within the CA of a WS-II watershed requires that non-exempt development (disturbed or built upon area) occupy no more than 6% of the land owned or leased and have a minimum of a 30 foot stream buffer.

A 50 foot undisturbed buffer is in effect from the normal pool of the reservoir in conformance with 15A NCAC 18C.0403(f).

A 30 foot stream buffer is in effect for all tributary streams to the reservoir within the Critical Area in conformance with 15A NCAC 02B.0214.

Refer to Sections 154.165 and 154.215 of the Town of Beech Mountain Code of Ordinances for additional stream buffers beyond the WSII Critical Area.

~~R.S.~~ The cleaning of fish is prohibited in Buckeye Lake Buckeye Creek, and the Buckeye Lake area and the Shane Outpost Park area.

~~S.T.~~ No firearms or fireworks (other than those approved for public show by the Town of Beech Mountain) are permitted in the Buckeye Lake Recreational Area.

~~T.~~ Overnight tent camping is ~~prohibited in the Buckeye Lake Recreation Area~~ permitted in designated areas only and in accordance with the Shane Outpost Park rules and regulations.

U. Trash and debris shall be carried out or placed in receptacles provided. Littering is strictly prohibited.

V. Acts of degradation to water quality or desecration of trees or plant life will not be tolerated.

VII. USER SAFETY

- A. To ensure safety, each person using the lake must sign their name in Buckeye Lake's register. The user responsible for small children shall be required to list the names for each child after his or her name on the register.
- B. Not more than four adults, and fewer depending upon the weight rating of the boats, may occupy a boat at any time. All boats shall be equipped with one Coast Guard approved life preserver for each person on board.
- C. Persons under 16 years of age shall be permitted on the lake by permission of an adult who will assume full responsibility. These individuals are required to wear U.S. Coast Guard approved floatation devices.
- D. The Town of Beech Mountain or its designee is authorized to deny, suspend, or restrict the use of Buckeye Lake's impoundment premises or parts thereof to persons or groups who fail to comply with applicable laws, or any regulations adopted hereunder including those for personal safety.

VIII. SANITATION

- A. Adequate sanitary sewage facilities are available in the recreational area.

- a. There are several restrooms available in Buckeye Recreation Center with multiple toilets for both males and females.
 - b. There is a permanent restroom facility adjacent to the picnic shelter. It is connected to the Town's water system and utilizes a septic system as depicted on the map. It has 1 toilet, 1 urinal, and 1 sink for males, and 2 toilets and 1 sink for females.
 - c. There ~~is 1 port-o-john that is regularly serviced and cleaned at the entrance to the trails that access the fishing areas on the West bank of the lake.~~ shall be permanent restroom facilities provided in the Shane Outpost Park campground area.
- B. Sufficient containers are provided at convenient locations for deposit of refuse and garbage. In no instance shall trash or refuse of any kind be thrown into the water.
 - C. Waste left by animals must be removed by the animal's owner or caretaker.
 - D. No person shall do any act to impair or degrade water of the reservoirs.

IX. ENFORCEMENT OF REGULATIONS

- A. A copy of these regulations shall be posted at the boat access ~~and~~ in the Buckeye Recreation Center, and in the Shane Outpost Park campground area and shall be available for every person to read before using the premises.
- B. The Town of Beech Mountain shall be the official custodians in charge of the reservoir and surrounding premises. The Town Manager (who shall be in consultation with the Utilities Director on matters related to water quality and protection) and staff members such as the Town Manager may designate shall be the executive agents of the Town of Beech Mountain in maintaining and enforcing all regulations and policies which have been adopted.
 - a. Subject to the discretion of the Town Manager, the primary responsibility for the day to day recreation use and maintenance of the lake facilities and protection of its water shall rest with the Recreation Director and staff members of the Buckeye Recreation Center as designated by the Recreation Director. Buckeye Recreation Center has a full-time staff of five persons. At all times when the lake facilities are open, there shall be a minimum of two staff members on site at the Buckeye Recreation Center, which is adjacent to the lake. Staff members shall perform inspections of the lake facilities at least once daily and at other times as needed to ensure compliance with adopted rules and regulations and policies.
 - b. Other employees of the Town of Beech Mountain, under the authority of the Town Manager (in consultation with the Utilities Director) with responsibilities for protection of Buckeye Lake's water quality and in the enforcement of these regulations include the employees of the Buckeye Water Treatment Plant (5 employees, a minimum of 2 of which are on duty at any given time), and the employees of the Beech Mountain Police Department (10 officers, 2-3 of which are on patrol at any given time).

- C. Appropriate State and local law enforcement authorities will be called upon for assistance as required.
- D. Permission for the use of the premises may be denied or voided for any person, group, or activity which is considered in any way threatening to the security and safety of any person or damaging to the facilities, equipment, or water quality.
- E. The Town of Beech Mountain and its staff are authorized to direct persons whose presence and/or use of the facilities are in violation of law or regulations to leave Buckeye Lake's premises.
- F. The first violation of this subchapter shall subject the offender to a civil penalty in the amount of \$100. A second violation shall subject the offender to a civil penalty in the amount of \$500. A third violation shall subject the offender to a civil penalty in the amount of \$1,000 and a permanent ban from using Buckeye Lake. (Per §93.23 of the Town of Beech Mountain Code of Ordinances).

IX. EFFECTIVE DATE

These regulations shall be effective on and after _____.

X. POLICY REFERENCE

Policy on In-Lake Activities and Area Uses adopted at the Beech Mountain Town Council meeting, _____, 2020.

 Date Barry Kaufman, Mayor

BUCKEYE LAKE PROTECTION PLAN
THE TOWN OF BEECH MOUNTAIN
REGULATIONS GOVERNING IN-LAKE ACTIVITIES AND
USES OF BUCKEYE LAKE

I. PURPOSE

The purpose of this regulation is to set forth for the Town of Beech Mountain the conditions to regulate activities and recreational use of Buckeye Lake and the surrounding area by the general public and organized groups and to protect the water in this reservoir as a high quality drinking water supply.

The public is reminded and encouraged to report any suspicious or unauthorized activity to the appropriate authorities.

These policies are intended to reflect and be congruent with the Buckeye Lake Protection ordinance codified in the Town of Beech Mountain Code of Ordinances §93.20 - §93.27.

II. FACILITY OPERATING SCHEDULE

- A. Any person using any of the impoundment premises of the Town of Beech Mountain during the hours in which the premises are officially open to the public is deemed to be a visitor to the premises subject to established regulations and applicable law, and shall in no event be deemed an invitee.
- B. The Buckeye Lake recreation facilities will be open only during daylight hours. Only registered campers shall be allowed in the Shane Outpost Park area during non-daylight hours. The exact schedule for days and hours that the facilities are open to the public will be determined by the Town of Beech Mountain. The primary access to the lake (via the driveway that extends to the boat launch area and the fishing pier) shall be gated and locked at all times when the facilities are closed. Regular police patrols shall observe for unauthorized access or use of the lake during periods when the facilities are closed.
- C. At the discretion of the Town Manager (in consultation with the utilities director), the facilities may be closed for public use during inclement weather or for any reason that may degrade water quality or compromise public safety.

III. FEES AND RATES FOR USE OF THE FACILITIES

- A. Rates and Fees for fishing, boating, camping or other activities, if any, will be as established by the Town Council of the Town of Beech Mountain and shall be posted in the Buckeye Recreation Center.

IV. ACTIVITIES AND USES

- A. Public boating shall be permitted only in vessels owned and operated by the Town. These vessels shall be non-motorized, non-trailer types such as canoes, kayaks, and row boats/ john boats. Approved vessels shall be of a design where no contact with the water is made by the occupants.
- B. Boating shall be restricted as to locations designated by Buckeye Lake but in no case within 150 feet of the water supply intake facilities. No boat shall touch shore except at the designated Boat Launch area/ Dock.
- C. No more than 5 boats shall be permitted on the lake at any given time.
- D. Reckless boating shall not be tolerated and any offender shall be removed from the lake and subject to a civil penalty for violating this subchapter.
- E. Bank fishing will only be allowed in areas designated on the attached map and identified by signs on site. These areas are further described as follows:
 - a. 1) The pier and the bank of the Lake directly South of the pier for a distance of 400 feet;
 - b. 2) The "cove" where Buckeye Creek enters the Lake- including an area extending along the bank 120 feet on the South side of the mouth of the creek and 275 feet along the bank on the North side of the mouth of the creek; and
 - c. 3) The "pointe"- an area of 200 feet along the bank of the lake on the peninsula opposite Buckeye Water Treatment Plant.
 - d. (4) Buckeye Creek: the area of Buckeye Creek from the cove where Buckeye Creek enters the lake to the location where Buckeye Creek flows under Buckeye Creek Road.
- F. Fishing from boats owned and provided by the Town is permitted.
- G. Regulations of the North Carolina Wildlife Commission shall apply for fishing and boating activities.
- H. Picnicking will be permitted only in designated areas, which are:
 - a. In or near the picnic shelter. The picnic shelter is a 50' x 30' roofed, open-sided structure with 10 picnic tables.
 - b. In or near the picnic tables provided in the Shane Outpost Park area.
- I. Campfires will be permitted only in designated areas and in approved fire rings under the following circumstances:
 - a. A campfire permit must be obtained from the town in conjunction with a camping permit;
 - b. All fires must be confined to the fire ring, must be continuously attended, and must be completely extinguished before leaving;
 - c. No fires between the hours of 11:00 p.m. and 9:00 a.m.;
 - d. The permit holder must provide firewood. Leftover firewood can be stacked in a designated area for use by others;
 - e. Persons building fires will be responsible for any damage that may occur as a result of a fire. Please remember safety first; and
 - f. Fires are not permitted in any other areas of the park.

- J. Educational Activities will be permitted as follows:
- a. The Buckeye Recreation Center operates children’s summer camps for six weeks during the summer. The camps are attended by an average of 20 children. During this time period the groups of children, supervised by Buckeye Recreation Center Staff, typically visit the lake an average of once weekly. Programs at the lake include elementary instruction in “hands-on” Biology, environmental education, wildlife viewing, and fishing education. All visits to the lakeside originate and end at the Buckeye Recreation Center, where the children are encouraged to utilize the restroom facilities.
- K. Hikers or pedestrians shall stay on designated, marked paths. Motorized vehicles are prohibited from hiking paths.
- L. Pets in the Buckeye Lake Recreation Area shall be on a leash at all times and under direct care and supervision. Pets may have no contact with the water. Owners or caretakers of pets are responsible for the removal of any waste generated by the pet. Baggies for pet waste are available at the Buckeye Recreation Center and at the restroom and port-o-john facilities.
- M. Users shall confine activities to those areas which are designated for public use and shall in no instance enter other surrounding lands of the lakes.
- N. Swimming or any bodily contact with the water is strictly prohibited. Any user observed swimming, rolling a kayak, or in any other way, showing disregard for any of the stated regulations or otherwise contributing to degradation of water quality or abuse of these facilities may be restricted from using the lakes for a period of time as designated by the Town Manager or his designee, typically a member of the Buckeye Recreation Center Staff, the Utility Director, or an officer of the Beech Mountain Police Department.
- O. Hunting or trapping of wildlife will not be permitted on the premises of Buckeye Lake.
- P. Discourteous or abusive language or acts of violence or intimidation are not acceptable.
- Q. No horses, cattle or domestic animals are permitted to water, wash or wallow in the reservoirs.
- R. No activity shall occur within the buffer area surrounding Buckeye Lake that does not comply with local zoning restrictions and 15A NCAC 02B.0214. Within 1/2 mile in all directions from the normal pool of the reservoir exists a WS-II Critical Area (CA). The CA is designated by the state to provide additional protection in close proximity to a drinking water supply intake. Being within the CA of a WS-II watershed requires that non-exempt development (disturbed or built upon area) occupy no more than 6% of the land owned or leased and have a minimum of a 30 foot stream buffer.
- A 50 foot undisturbed buffer is in effect from the normal pool of the reservoir in conformance with 15A NCAC 18C.0403(f).
- A 30 foot stream buffer is in effect for all tributary streams to the reservoir within the Critical

Area in conformance with 15A NCAC 02B.0214.

Refer to Sections 154.165 and 154.215 of the Town of Beech Mountain Code of Ordinances for additional stream buffers beyond the WSII Critical Area.

S. The cleaning of fish is prohibited in Buckeye Lake Buckeye Creek, the Buckeye Lake area and the Shane Outpost Park area.

T. No firearms or fireworks (other than those approved for public show by the Town of Beech Mountain) are permitted in the Buckeye Lake Recreational Area.

Overnight tent camping is permitted in designated areas only and in accordance with the Shane Outpost Park rules and regulations.

U. Trash and debris shall be carried out or placed in receptacles provided. Littering is strictly prohibited.

V. Acts of degradation to water quality or desecration of trees or plant life will not be tolerated.

VII. USER SAFETY

A. To ensure safety, each person using the lake must sign their name in Buckeye Lake's register. The user responsible for small children shall be required to list the names for each child after his or her name on the register.

B. Not more than four adults, and fewer depending upon the weight rating of the boats, may occupy a boat at any time. All boats shall be equipped with one Coast Guard approved life preserver for each person on board.

C. Persons under 16 years of age shall be permitted on the lake by permission of an adult who will assume full responsibility. These individuals are required to wear U.S. Coast Guard approved floatation devices.

D. The Town of Beech Mountain or its designee is authorized to deny, suspend, or restrict the use of Buckeye Lake's impoundment premises or parts thereof to persons or groups who fail to comply with applicable laws, or any regulations adopted hereunder including those for personal safety.

VIII. SANITATION

A. Adequate sanitary sewage facilities are available in the recreational area.

a. There are several restrooms available in Buckeye Recreation Center with multiple toilets for both males and females.

- b. There is a permanent restroom facility adjacent to the picnic shelter. It is connected to the Town's water system and utilizes a septic system as depicted on the map. It has 1 toilet, 1 urinal, and 1 sink for males, and 2 toilets and 1 sink for females.
 - c. There shall be permanent restroom facilities provided in the Shane Outpost Park campground area.
- B. Sufficient containers are provided at convenient locations for deposit of refuse and garbage. In no instance shall trash or refuse of any kind be thrown into the water.
- C. Waste left by animals must be removed by the animal's owner or caretaker.
- D. No person shall do any act to impair or degrade water of the reservoirs.

IX. ENFORCEMENT OF REGULATIONS

- A. A copy of these regulations shall be posted at the boat access, in the Buckeye Recreation Center, and in the Shane Outpost Park campground area and shall be available for every person to read before using the premises.
- B. The Town of Beech Mountain shall be the official custodians in charge of the reservoir and surrounding premises. The Town Manager (who shall be in consultation with the Utilities Director on matters related to water quality and protection) and staff members such as the Town Manager may designate shall be the executive agents of the Town of Beech Mountain in maintaining and enforcing all regulations and policies which have been adopted.
 - a. Subject to the discretion of the Town Manager, the primary responsibility for the day to day recreation use and maintenance of the lake facilities and protection of its water shall rest with the Recreation Director and staff members of the Buckeye Recreation Center as designated by the Recreation Director. Buckeye Recreation Center has a full- time staff of five persons. At all times when the lake facilities are open, there shall be a minimum of two staff members on site at the Buckeye Recreation Center, which is adjacent to the lake. Staff members shall perform inspections of the lake facilities at least once daily and at other times as needed to ensure compliance with adopted rules and regulations and policies.
 - b. Other employees of the Town of Beech Mountain, under the authority of the Town Manager (in consultation with the Utilities Director) with responsibilities for protection of Buckeye Lake's water quality and in the enforcement of these regulations include the employees of the Buckeye Water Treatment Plant (5 employees, a minimum of 2 of which are on duty at any given time), and the employees of the Beech Mountain Police Department (10 officers, 2-3 of which are on patrol at any given time).
- C. Appropriate State and local law enforcement authorities will be called upon for assistance as required.

- D. Permission for the use of the premises may be denied or voided for any person, group, or activity which is considered in any way threatening to the security and safety of any person or damaging to the facilities, equipment, or water quality.
- E. The Town of Beech Mountain and its staff are authorized to direct persons whose presence and/or use of the facilities are in violation of law or regulations to leave Buckeye Lake's premises.
- F. The first violation of this subchapter shall subject the offender to a civil penalty in the amount of \$100. A second violation shall subject the offender to a civil penalty in the amount of \$500. A third violation shall subject the offender to a civil penalty in the amount of \$1,000 and a permanent ban from using Buckeye Lake. (Per §93.23 of the Town of Beech Mountain Code of Ordinances).

IX. EFFECTIVE DATE

These regulations shall be effective on and after _____.

X. POLICY REFERENCE

Policy on In-Lake Activities and Area Uses adopted at the Beech Mountain Town Council meeting, _____, 2020.

Date Barry Kaufman, Mayor



Ordinance

Town of Beech Mountain
North Carolina

Date: 3/10/2020

Ordinance No. 2020-01

TOWN OF BEECH MOUNTAIN, NC

**AN ORDINANCE TO AMEND THE BUCKEYE LAKE PROTECTION
ORDINANCE**

WHEREAS, the Town of Beech Mountain prioritizes the quality of water in its drinking water reservoir and desires to maintain the pristine quality of this resource; and;

WHEREAS, the Town of Beech Mountain also acknowledges the benefits to the community of recreation and a healthy lifestyle; and;

WHEREAS, Beech Mountain recognizes the importance of recreational amenities to its economy and its success as a tourist destination; and;

WHEREAS, the Town of Beech Mountain finds that certain recreational uses of its drinking water reservoir are not harmful to water quality when governed by a set of reasonable standards and regulations;

**NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE
TOWN OF BEECH MOUNTAIN, NORTH CAROLINA, THAT:**

SECTION I. The Code of Ordinances, Chapter 93 (Parks and Recreation), Sections §93.20 through §93.27 are hereby amended to read as follows:

§ 93.20 PURPOSE.

The purpose of this subchapter is to set forth for the town the conditions to regulate activities and recreational use of Buckeye Lake and the surrounding area by the general public and organized groups and to protect the water in this reservoir as a high-quality drinking water supply.

The public is reminded and encouraged to report any suspicious or unauthorized activity to the appropriate authorities.

- (A) For the purpose of Sections §93.20 through §93.27 only, the terms “creek” and “stream” shall be interchangeable and shall refer to Buckeye Creek and its tributaries unless otherwise specified.
- (B) For the purpose of Sections §93.20 through §93.27 only, the terms “lake” and “reservoir” shall be interchangeable and shall refer to Buckeye Lake reservoir unless otherwise specified.

§ 93.21 FACILITY OPERATING SCHEDULE.

(A) The Buckeye Lake recreation facilities will be open only during daylight hours. The Shane Outpost Park campground and associated facilities shall be open and operated in accordance with the Buckeye Lake Protection Plan and the Shane Outpost Park rules and regulations. The exact schedule for days and hours that the facilities are open to the public will be determined by the town. The primary access to the lake (via the driveway that extends to the boat launch area and the fishing pier) shall be gated and locked at all times when the facilities are closed. Regular police patrols shall observe for unauthorized access or use of the lake during periods when the facilities are closed.

(B) At the discretion of the Town Manager (in consultation with the Utilities Director), the facilities may be closed for public use during inclement weather or for any reason that may degrade water quality or compromise public safety.

§ 93.22 FEES AND RATES FOR USE OF THE FACILITIES.

Rates and fees for fishing, boating, camping or other activities, if any, will be as established by the Town Council and shall be posted in the Buckeye Recreation Center.

§ 93.23 ACTIVITIES AND USES.

(A) Public boating shall be permitted only in vessels owned and provided by the Town. These vessels shall be non-motorized, non-trailer types such as canoes, kayaks, and row boats/john boats. Approved vessels shall be of a design where no contact with the water is made by the occupants.

(B) Boating shall be restricted as to locations designated by the Town Manager (in consultation with the Utilities Director), but in no case within 150 feet of the water supply intake facilities. No boat shall touch shore except at the designated boat launch area/dock.

(C) No more than five boats shall be permitted on the lake at any given time.

(D) Reckless boating shall not be tolerated and any offender shall be removed from the lake and subject to a civil penalty for violating this subchapter.

(E) Bank fishing will only be allowed in areas designated and identified by signs on site. These areas are further described as follows:

- (1) The pier and the bank of the Lake directly south of the pier for a distance of 400 feet;
 - (2) The cove where Buckeye Creek enters the Lake, including an area extending along the bank 120 feet on the south side of the mouth of the creek and 275 feet along the bank on the north side of the mouth of the creek; and
 - (3) The pointe: an area of 200 feet along the bank of the Lake on the peninsula opposite Buckeye Water Treatment Plant.
 - (4) Buckeye Creek: the area of Buckeye Creek from the cove where Buckeye Creek enters the lake to the location where Buckeye Creek flows under Buckeye Creek Road.
- (F) Fishing from boats owned and provided by the town is permitted.
- (G) Regulations of the North Carolina Wildlife Commission shall apply for fishing and boating activities.
- (H) Picnicking will be permitted only in designated areas.
- (I) Campfires will be permitted only in designated areas and in approved fire rings under the following circumstances:
- (1) A campfire permit must be obtained from the town in conjunction with a camping permit;
 - (2) All fires must be confined to the fire ring, must be continuously attended, and must be completely extinguished before leaving;
 - (3) The permit holder must provide firewood. Leftover firewood can be stacked in a designated area for use by others;
 - (4) Persons building fires will be responsible for any damage that may occur as a result of a fire; and
 - (5) Fires are not permitted in any other areas of the park.
- (J) Educational activities will be permitted as follows:
- (1) The Buckeye Recreation Center may operate children's summer camps. Programs at the lake typically include elementary instruction in hands-on biology, environmental education, wildlife viewing, and fishing education.
- (K) Hikers or pedestrians shall stay on designated, marked paths. Motorized vehicles are prohibited from hiking paths.
- (L) Pets in the Buckeye Lake Recreation Area shall be on a leash at all times and under direct care and supervision. Pets may have no contact with the water.
- (M) Users shall confine activities to those areas which are designated for public use and shall in no instance enter other surrounding lands of the lakes.
- (N) Swimming or any bodily contact with the water is strictly prohibited. Any user observed swimming, rolling a kayak, or in any other way, showing disregard for any of the stated regulations or otherwise contributing to degradation of water quality or abuse of these facilities

may be restricted from using the lakes for a period of time as designated by the Town Manager or his or her designee.

(O) Hunting or trapping of wildlife will not be permitted on the premises of Buckeye Lake.

(P) Discourteous or abusive language or acts of violence or intimidation are not allowed.

(Q) No horses, cattle or domestic animals are permitted to water, wash or wallow in the reservoirs.

(R) No activity shall occur within the buffer area surrounding Buckeye Lake that does not comply with local zoning restrictions and 15A NCAC 02B.0214. Within 1/2 mile in all directions from the normal pool of the reservoir exists a WS-II Critical Area (CA). The CA is designated by the state to provide additional protection in close proximity to a drinking water supply intake. Being within the CA of a WS-II watershed requires that non-exempt development (disturbed or built upon area) occupy no more than 6% of the land owned or leased, and have a minimum of a 30 foot stream buffer.

A 50 foot undisturbed buffer is in effect from the normal pool of the reservoir in conformance with 15A NCAC 18C.0403(f).

A 30 foot stream buffer is in effect for all tributary streams to the reservoir within the Critical Area in conformance with 15A NCAC 02B.0214.

Refer to Sections 154.165 and 154.215 of the Town of Beech Mountain Code of Ordinances for additional stream buffers beyond the WSII Critical Area.

(S) The cleaning of fish is prohibited in Buckeye Lake, Buckeye Creek, the Buckeye Lake area, and the Shane Outpost Park area.

(T) No discharge of firearms or fireworks (other than those approved for public show by the town) are permitted in the Buckeye Lake Recreational Area.

(U) Overnight tent camping is permitted in designated areas only and in compliance with the Buckeye Lake Protection Plan and the Shane Outpost Park rules and regulations.

(V) Trash and debris shall be carried out or placed in receptacles provided. Littering is strictly prohibited.

(W) Acts of degradation to water quality or desecration of trees or plant life will not be tolerated.

§ 93.25 USER SAFETY.

(A) To ensure safety, each person using the lake must sign their name in Buckeye Lake's register. The user responsible for small children shall be required to list the names for each child after his or her name on the register.

(B) Not more than four adults, and fewer depending upon the weight rating of the boats, may occupy a boat at any time. All boats shall be equipped with at least one Coast Guard approved life preserver for each person on board.

(C) Persons under 16 years of age shall be permitted on the lake with supervision of an adult who will assume full responsibility. These individuals are required to wear U.S. Coast Guard approved floatation devices.

(D) The town or its designee is authorized to deny, suspend, or restrict the use of Buckeye Lake's impoundment premises or parts thereof to persons or groups who fail to comply with applicable laws or any regulations adopted hereunder including those for personal safety.

§ 93.26 SANITATION.

(A) Adequate sanitary sewage facilities shall be available in the recreational area. The nearest public restrooms are located in the Buckeye Recreation Center above the water treatment plant. There are also facilities located at the Picnic Shelter. Public restrooms shall be provided in the Shane Outpost Park campground area.

(B) Sufficient containers shall be provided at convenient locations for deposit of refuse and garbage. In no instance shall trash or refuse of any kind be thrown into the water.

(C) Waste left by domestic animals must be removed by the animal's owner or caretaker.

(D) No person shall do any act to impair or degrade water of the reservoirs.

§ 93.27 ENFORCEMENT OF REGULATIONS.

(A) A copy of these regulations shall be posted at the boat access, in the Buckeye Recreation Center, and in the Shane Outpost Park campground area and shall be available for every person to read before using the premises.

(B) The town shall be the official custodians in charge of the reservoir and surrounding premises. The Town Manager (who shall be in consultation with the Utilities Director on matters related to water quality and protection), and staff members such as the Town Manager may designate, shall be the executive agents of the town in maintaining and enforcing all regulations and policies which have been adopted.

(1) Subject to the discretion of the Town Manager, the primary responsibility for the day to day recreation use and maintenance of the lake facilities and protection of its water shall rest with the Recreation Director and staff members of the Buckeye Recreation Center as designated by the Recreation Director. Staff members shall perform inspections of the lake facilities at least once daily and at other times as needed to ensure compliance with adopted rules and regulations and policies.

(2) Other employees of the town, under the authority of the Town Manager (in consultation with the Utilities Director) with responsibilities for protection of Buckeye Lake's water quality and in the enforcement of these regulations include the employees of the Buckeye Water Treatment Plant and the employees of the Beech Mountain Police Department.

(C) Appropriate state and local law enforcement authorities will be called upon for assistance as required.

(D) Permission for the use of the premises may be denied or voided for any person, group, or activity which is considered in any way threatening to the security and safety of any person or damaging to the facilities, equipment, or water quality.

(E) The town and its staff are authorized to direct persons whose presence and/or use of the facilities are in violation of law or regulations to leave Buckeye Lake's premises.

(F) The first violation of this subchapter shall subject the offender to a civil penalty in the amount of \$100. A second violation shall subject the offender to a civil penalty in the amount of \$500. A third violation shall subject the offender to a civil penalty in the amount of \$1,000 and a permanent ban from using Buckeye Lake.

SECTION II. CODIFICATION. The provisions of Section I of this Ordinance shall be published as appropriate in the Town of Beech Mountain Code of Ordinances as soon as practicable.

SECTION III REPEALING CONFLICTING ORDINANCES. All ordinances or portions of ordinances in conflict with this Ordinance, or inconsistent with the regulations of this Ordinance, are hereby repealed only to the extent necessary to give this Ordinance full force and effect. It is the intent of the Town of Beech Mountain not to repeal, any ordinance or part thereof not in conflict therewith; and all such ordinances and parts thereof are hereby declared to remain in full force and effect.

SECTION IV. SEVERABILITY CLAUSE. If any section, part or provision of this Ordinance is declared unconstitutional or invalid by a court of competent jurisdiction, then it is expressly provided and it is the intention of the Town Council in passing this Ordinance that its parts shall be severable and all other parts of the Ordinance shall not be affected thereby and they shall remain in full force and effect.

SECTION V. PUBLICATION AND EFFECTIVE DATE. This Ordinance shall take effect immediately upon its passage and publication according to law.

READ, CONSIDERED, PASSED AND APPROVED at a regular meeting of the Town Council of Beech Mountain, North Carolina, at which a quorum was present and which was held on the ____ day of _____, 2020.

This Ordinance Adopted the ____ day of _____, 2020.

Barry Kaufman, Mayor

Attest:

Tamara Mercer, Town Clerk



ORDINANCE

TO: Town Council
FROM: Preston Yates
DATE: March 10, 2020
SUBJECT: Parks and Recreation General Rules Amendment - Public Hearing

FOR THE PURPOSE OF:

To hold a Public Hearing in order to take public comment on proposed changes to Chapter 93 of the Code of Ordinances: Parks and Recreation: General Rules. The proposed changes to the Parks and Recreation General Rules are relative to the Shane Outpost Park.

ATTACHED FOR YOUR CONSIDERATION:

Attached are two copies of the proposed ordinance, one labeled markup, which shows the proposed changes to the ordinance and the other showing the proposed ordinance to be adopted.

STAFF RECOMMENDATION:

Staff recommends adopting the proposed ordinance to ensure the consistency of the Shane Outpost Park with Chapter 93 of the Code of Ordinances: Parks and Recreation General Rules.

SIGNATURES:

Town Manager

Town Clerk

Ordinance NO. 2020-02

TOWN OF BEECH MOUNTAIN, NC

**AN ORDINANCE TO AMEND CHAPTER 93: PARKS AND RECREATION:
ORGANIZATIONAL STRUCTURE; GENERAL RULES FOR PARKS OF
THE TOWN OF BEECH MOUNTAIN CODE OF ORDINANCES**

WHEREAS, the Town of Beech Mountain acknowledges the benefits to the community of recreation and a healthy lifestyle; and;

WHEREAS, the Town of Beech Mountain recognizes the importance of recreational amenities to its economy and its success as a tourist destination; and;

WHEREAS, the Town of Beech Mountain strives to plan, construct and maintain a variety of facilities, parks and natural spaces that improve the quality of life for all residents;

**NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE
TOWN OF BEECH MOUNTAIN, NORTH CAROLINA, THAT:**

SECTION I. The Code of Ordinances, Chapter 93 (Parks and Recreation), Section §93.05 GENERAL RULES FOR PARKS is hereby amended to read as follows:

§ 93.05 GENERAL RULES FOR PARKS.

All users of town parks shall adhere to the following rules and regulations.

- (A) All town parks open at sun up and close at sunset. Only registered campers may access Shane Outpost Park grounds and facilities during non-daylight hours.
 - (B) Motorized vehicles are prohibited on trails, walkways, ball fields and tennis courts.
 - (C) Overnight camping or parking is permitted for registered campers in Shane Outpost Park only; all other overnight camping or parking within the parks is prohibited.
 - (D) Dogs and other domestic animals shall be kept under control at all times.
 - (E) Litter left by animals must be removed by the animal's owner.
 - (F) Pets are prohibited in the playground area.
 - (G) Removal or cutting of any plant material (flowers, trees, shrubs) is prohibited.
 - (H) Hunting or trapping in the parks is prohibited.
 - (I) Swimming in lakes is prohibited.
 - (J) All fishing within park areas must comply with the rules established by the State of North Carolina.
 - (K) The rights of others must be respected at all times.
 - (L) Entering upon frozen lakes, ponds, or other bodies of water is strictly prohibited.
- (1989 Code, Title IV, Ch. 78, § 5) (Am. Ord. 2015-05, passed 5-12-2015) Penalty, see Chapter 11, § 11.01

SECTION II. CODIFICATION. The provisions of Section I of this Ordinance shall be published as appropriate in the Town of Beech Mountain Code of Ordinances as soon as practicable.

SECTION IV. SEVERABILITY CLAUSE. If any section, part or provision of this Ordinance is declared unconstitutional or invalid by a court of competent jurisdiction, then it is expressly provided and it is the intention of the Town Council in passing this Ordinance that its parts shall be severable and all other parts of the Ordinance shall not be affected thereby and they shall remain in full force and effect.

SECTION V. PUBLICATION AND EFFECTIVE DATE. This Ordinance shall take effect immediately upon its passage and publication according to law.

READ, CONSIDERED, PASSED AND APPROVED at a regular meeting of the Town Council of Beech Mountain, North Carolina, at which a quorum was present and which was held on the ____ day of _____, 2020.

This Ordinance Adopted the ____ day of _____, 2020.

Barry Kaufman, Mayor

Attest:

Tamara Mercer, Town Clerk



Ordinance

Town of Beech Mountain
North Carolina

Date: 3/10/2020

Ordinance No. 2020-02

TOWN OF BEECH MOUNTAIN, NC

**AN ORDINANCE TO AMEND CHAPTER 93: PARKS AND RECREATION:
ORGANIZATIONAL STRUCTURE; GENERAL RULES FOR PARKS OF
THE TOWN OF BEECH MOUNTAIN CODE OF ORDINANCES**

WHEREAS, the Town of Beech Mountain acknowledges the benefits to the community of recreation and a healthy lifestyle; and;

WHEREAS, the Town of Beech Mountain recognizes the importance of recreational amenities to its economy and its success as a tourist destination; and;

WHEREAS, the Town of Beech Mountain strives to plan, construct and maintain a variety of facilities, parks and natural spaces that improve the quality of life for all residents;

NOW THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF BEECH MOUNTAIN, NORTH CAROLINA, THAT:

SECTION I. The Code of Ordinances, Chapter 93 (Parks and Recreation), Section §93.05 GENERAL RULES FOR PARKS is hereby amended to read as follows:

§ 93.05 GENERAL RULES FOR PARKS.

All users of town parks shall adhere to the following rules and regulations.

- (A) All town parks open at sun up and close at sunset. Only registered campers may access Shane Outpost Park grounds and facilities during non-daylight hours.
- (B) Motorized vehicles are prohibited on trails, walkways, ball fields and tennis courts.
- (C) Overnight camping or parking is permitted for registered campers in Shane Outpost Park only; all other overnight camping or parking within the parks is prohibited.
- (D) Dogs and other domestic animals shall be kept under control at all times.
- (E) Litter left by animals must be removed by the animal's owner.
- (F) Pets are prohibited in the playground area.
- (G) Removal or cutting of any plant material (flowers, trees, shrubs) is prohibited.
- (H) Hunting or trapping in the parks is prohibited.
- (I) Swimming in lakes is prohibited.

(J) All fishing within park areas must comply with the rules established by the State of North Carolina.

(K) The rights of others must be respected at all times.

(L) Entering upon frozen lakes, ponds, or other bodies of water is strictly prohibited. (1989 Code, Title IV, Ch. 78, § 5) (Am. Ord. 2015-05, passed 5-12-2015) Penalty, see Chapter 11, § 11.01

SECTION II. CODIFICATION. The provisions of Section I of this Ordinance shall be published as appropriate in the Town of Beech Mountain Code of Ordinances as soon as practicable.

SECTION IV. SEVERABILITY CLAUSE. If any section, part or provision of this Ordinance is declared unconstitutional or invalid by a court of competent jurisdiction, then it is expressly provided and it is the intention of the Town Council in passing this Ordinance that its parts shall be severable and all other parts of the Ordinance shall not be affected thereby and they shall remain in full force and effect.

SECTION V. PUBLICATION AND EFFECTIVE DATE. This Ordinance shall take effect immediately upon its passage and publication according to law.

READ, CONSIDERED, PASSED AND APPROVED at a regular meeting of the Town Council of Beech Mountain, North Carolina, at which a quorum was present and which was held on the ____ day of _____, 2020.

This Ordinance Adopted the ____ day of _____, 2020.

Barry Kaufman, Mayor

Attest:

Tamara Mercer, Town Clerk



COUNCIL ACTION ITEM

TO: Mayor & Town Council
FROM: Bob Pudney
DATE: March 10, 2020
SUBJECT: Buckeye Creek Road Paving project

FOR THE PURPOSE OF:

Town of Beech Mountain Paving of Buckeye Creek Road- BID re-advertising new Opening Bid deadline is March 9, 2020-

Sealed Bids for the Paving of Buckeye Creek Road have been re-advertised to the new deadline for 2:00 p.m. local time on Monday, March 9, 2020. Please note due to receiving only one (1) construction bid on February 28, 2020, the Manager's Office re-advertised the project and extended the bid deadline in accordance with G.S. §143-129. Procedure for letting of public contracts.

Due to the bid extension of the bid deadline, Administration will submit the qualifying bids for Town Council's consideration and review on March 10, 2020.

The Project consists of paving the entire road from Pinnacle Ridge Road to Buckeye Road. The existing gravel road shall be prepared for paving by machining the road and adding 3 inches of compacted ABC stone to provide a 20 -foot- wide travel surface for the new asphalt. The new Asphalt surface shall be 20 feet wide and 2" thick compacted NCDOT approved surface course of S9.5B or equal asphalt, compacted to NCDOT standards. Once paving is completed, the new road shall be striped with a double yellow reflective center stripe and white reflective stripes along either pavement edge. Bid price shall include all labor and materials needed for a complete project. Approximate length of Buckeye Creek Road is 12,730 LF.

SIGNATURES:

Town Manager

Town Clerk



Resolution

Town of Beech Mountain
North Carolina

Date: 3/10/2020

**RESOLUTION BY THE TOWN COUNCIL
OF THE TOWN OF BEECH MOUNTAIN, NORTH CAROLINA
AWARD FOR PAVING BUCKEYE CREEK ROAD
Resolution No. 2020-02**

WHEREAS, the Town of Beech Mountain publicly advertised for bids to be received for the Paving of Buckeye Creek Road; and

WHEREAS, the bid deadline for receiving the advertised bid was dated February 28, 2020. Due to insufficient bids received for the project on February 28, 2020, the project bid was re-advertised in accordance with § 143-129, for a bid deadline dated: Monday March 9, 2020, and

WHEREAS, on March 9, 2020 at 2:00 p.m., the bid was publicly opened on said date and read aloud, and

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF BEECH MOUNTAIN, THAT:

THE CONSTRUCTION CONTRACT BE AWARDED TO: MORETZ PAVING, INC., 124 Moretz Hollow Road, Zionville, NC 28698 PO Box 270 Zionville, NC 28698 for the paving of Buckeye Creek Road, detail specs as listed in the contract, IN THE TOTAL AMOUNT OF \$684,635.00

Adopted this the 10th day of March 2020, at a regular meeting of the Town Council of Beech Mountain, North Carolina.

Barry Kaufman, Mayor

Attest:

Tamara Mercer, Town Clerk



COUNCIL ACTION ITEM

TO: Mayor & Town Council
FROM: Bob Pudney
DATE: March 10, 2020
SUBJECT: 2018 Water & Sewer System Upgrade Project

FOR THE PURPOSE OF:

Town of Beech Mountain Water and Sewer System Upgrade Project- BID re-advertising notice deadline March 9, 2020-

Sealed Bids for the construction of the 2018 Water & Sewer Systems Rehabilitation for the Town of Beech Mountain. Please note due to only receiving two (2) construction bids on February 27, 2020, the Manager's Office re-advertised the project and extended the deadline to March 9, 2020 at 2:00p.m. Due to the extension, Administration will submit the qualifying bids for Town Council's consideration and review on March 10, 2020.

The Project consists of replacing existing 2" and 4" waterlines with 16,500 LF of new 6" CL-350 ductile iron waterline and appurtenances and reconnecting 142 existing water services to the new waterline; and installation of approximately 10,518 LF of 8" gravity pipe, service line reconnections (150), and sewer rehab/repairs (3 spot repairs and 167 LF of 10" cured-in-place pipe).

Bids will be received for a single prime Contract. Bids shall be on a lump sum and unit price basis as indicated in the Bid Form. The Issuing Office for the Bidding Documents is West Consultants, PLLC; 405 South Sterling Street; Morganton, NC 28655.

SIGNATURES:

Town Manager

Town Clerk



405 South Sterling Street, Morganton, NC 28655

828 433 5661 / fax 828 433 5662 / info@west-consultants.com

March 9, 2020

Mr. Robert Pudney, Town Manager
Town of Beech Mountain
403 Beech Mountain Parkway
Beech Mountain, NC 28604

RE: Town of Beech Mountain
2018 Water & Sewer System Rehabilitation Project
Project Nos. H-SRP-D-17-0126 & E-SRP-W-17-0104

Dear Mr. Pudney:

On Thursday, February 27, 2020 bids were received for the above referenced project. Due to insufficient bids received for the project, the project was re-advertised and bids were received on Monday, March 9, 2020 at 2:00 PM. A copy of the bid tabulation is enclosed for your review.

The lowest bid submitted is from Iron Mountain Construction Company, Inc. in the amount of

\$ 1,499,647.00 for the Water System Rehabilitation portion of the project and

\$ 1,883,713.00 for the Sewer System Rehabilitation portion of the project for a total of

\$ 3,383,360.00.

Based on our review of the bids submitted, we recommend awarding the contract to the following: Iron Mountain Construction Company, Inc. Mountain City, TN in the amount of their low bid.

This award is subject to final approval by the NC Department of Environmental Quality, Division of Water Infrastructure.

If you have any questions concerning the above, please let me know.

Sincerely,
WEST CONSULTANTS, PLLC

David W. Poore, PE, CPESC

/kj
Enclosures



**TOWN OF BEECH MOUNTAIN
2018 WATER SEWER SYSTEMS REHABILITATION
BEECH MOUNTAIN, NORTH CAROLINA**

Project Nos. H-SRP-D-17-0126 E-SRP-W-17-0104

Item	Quantity	Unit	Contractor			
			Iron Mountain Construction Co., Inc. Mountain City, TN	M & M Construction of Banner Elk, NC	North American Pipeline Management, Inc. Greenville, SC	
Waterline Rehabilitation						
W1. 6" CL-350, Ductile Iron Waterline*	16,500 LF		\$52.00	\$57.00	\$121.00	
W2. 6" Gate Valve and Box	15 EA		\$1,176.00	\$1,500.00	\$1,700.00	\$1,700.00
W3. 4" CL-350 Ductile Iron Waterline*	100 LF		\$87.00	\$50.00	\$143.00	
W4. 4" Gate Valve and Box	2 EA		\$1,020.00	\$1,400.00	\$1,400.00	
W5. 2" PVC, SDR-13.5 Waterline*	100 LF		\$63.00	\$35.00	\$39.00	
W6. 2" Gate Valve and Box	2 EA		\$765.00	\$1,200.00	\$1,000.00	
W7. 6x6 Tapping Sleeve, Valve and Box	7 EA		\$5,160.00	\$3,800.00	\$10,100.00	
W8. 4x4 Tapping Sleeve, Valve, and Box	1 EA		\$4,800.00	\$3,500.00	\$8,900.00	
W9. Fire Hydrant Assy. (Complete with valve, rods, blocking, etc.)	19 EA		\$5,470.00	\$4,200.00	\$6,500.00	
W10. Re-connect Existing 4" waterline	2 EA		\$3,300.00	\$1,500.00	\$6,200.00	
W11. Re-connect Existing 2" waterline	2 EA		\$3,300.00	\$1,200.00	\$3,200.00	
W12. Re-connect Existing 3/4" services	142 EA		\$1,584.00	\$2,500.00	\$2,000.00	
W13. Min. 1 CY Concrete Deadman	1 EA		\$600.00	\$1,000.00	\$601.00	
W14. Fittings	8,100 LB		\$0.00	\$8.00	\$9.00	
W15. Agg. Base Course	3,410 TN		\$30.00	\$28.00	\$59.00	
W16. 2" Asphalt Repair	633 SY		\$23.00	\$45.00	\$71.00	
W17. Rock Excavation**	500 CY		\$100.00	\$100.00	\$100.00	
W18. As-Builts Including Survey	1 LS		\$12,000.00	\$10,000.00	\$72,700.00	
W29. Bonds & Mobilization (Max. 3% of Water System Rehab Subtotal)	1 LS		\$43,000.00	\$45,000.00	\$83,000.00	
Subtotal: Water Bid Price			\$1,499,647.00	\$1,741,765.00	\$3,076,234.00	
Sewer Rehabilitation						
S1. Replace 6" Sewer Line w/ 8" SDR 26 PVC	3,813 LF		\$72.00	\$87.00	\$154.00	
a. 0'-6'	5,923 LF		\$79.00	\$97.00	\$164.00	
b. 6'-8'	620 LF		\$91.00	\$150.00	\$176.00	
c. 8'-10'	8 LF		\$103.00	\$200.00	\$193.00	
d. 10'-12'						
S2. Replace 6" Sewer Line w/ 8" DI Sanitary Sewer	60 LF		\$90.00	\$110.00	\$186.00	
a. 0'-6'	74 LF		\$102.00	\$140.00	\$199.00	
b. 6'-8'	20 LF		\$114.00	\$200.00	\$215.00	
c. 8'-10'						
S3. Replace 10" Sewer Line w/ 10" DI Sanitary Sewer	63 LF		\$136.00	\$300.00	\$247.00	
b. 6'-8'	79 EA		\$3,077.00	\$4,200.00	\$5,100.00	
S4. Standard Manhole (0-6')	6 EA		\$3,077.00	\$5,000.00	\$5,700.00	
S5. Replace Existing Manhole	36 VF		\$308.00	\$400.00	\$583.00	
S6. Additional Manhole Depth	150 EA		\$1,740.00	\$2,500.00	\$3,100.00	
S7. New 4" Tap & Cleanout (Includes Finding and Connecting Existing SL to Tap)						

**TOWN OF BEECH MOUNTAIN
2018 WATER SEWER SYSTEMS REHABILITATION
BEECH MOUNTAIN, NORTH CAROLINA**

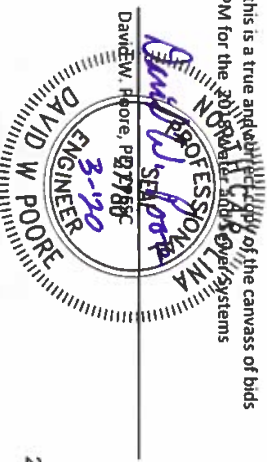
Project Nos. H-SRP-D-17-0126 E-SRP-W-17-0104

Item	Quantity	Unit	Iron Mountain Construction Co., Inc. Mountain City, TN	M & M Construction of Banner Elk, Inc. Banner Elk, NC	North American Pipeline Management, Inc. Greenville, SC
S8. Abandon Existing MH's	10 EA		\$600.00	\$1,000.00	\$1,500.00
S9. 10' Spot Repair (Sht S18)	2 EA		\$8,016.00	\$3,000.00	\$5,400.00
S10. Replace 13' of Ex. 4" Aerial SL & Construct Pier (Sht S18)	1 EA		\$7,740.00	\$6,000.00	\$20,100.00
S11. Replace 20' of Ex. 4" Aerial SL (Sht S18)	1 EA		\$5,340.00	\$4,000.00	\$13,800.00
S12. Replace 30' of Ex. 4" Aerial SL (Sht S18)	1 EA		\$9,000.00	\$4,500.00	\$14,600.00
S13. 10" Gravity Line Rehabilitation (Cured-In-Place Pipe)-Sht S18	342 LF		\$174.00	\$100.00	\$121.00
S14. 40' Spot Repair (Sht S19)	2 EA		\$32,448.00	\$6,000.00	\$19,900.00
S15. 5' Spot Repair (Sht S19)	2 EA		\$6,400.00	\$2,000.00	7300
S16. 20' Spot Repair (Sht S19)	1 EA		\$8,424.00	\$5,000.00	\$10,500.00
S17. 8' Spot Repair (Sht S19)	2 EA		\$8,000.00	\$2,500.00	\$7,300.00
S18. 90' Spot Repair (Sht S20)	1 EA		\$16,080.00	\$8,000.00	29700
S19. Cementitious Line (6 Manholes)	29 VF		\$592.00	\$675.00	\$661.00
S20. Replace Frame/Cover (Sht 19)	1 EA		\$1,020.00	\$400.00	\$2,000.00
S21. Replace Frame/Cover & Raise 10" (Sht S20)	1 EA		\$1,080.00	\$600.00	\$2,800.00
S22. Reform (Repair) Bench and Channel	14 EA		\$540.00	\$700.00	\$900.00
S23. Plug Abandoned Gravity Line (Sht 19)	1 EA		\$480.00	\$300.00	\$1,900.00
S24. Aggregate Base Course	3,100 TN		\$30.00	\$28.00	\$59.00
S25. 2" Asphalt Repair	2,933 SY		\$23.00	\$45.00	\$30.00
S26. Rock Excavation**	500 CY		\$100.00	\$100.00	\$100.00
S27. As-Builts Including Survey	1 LS		\$12,000.00	\$10,000.00	\$45,700.00
S28. Bonds & Mobilization (Max. 3% of Sewer system Rehab Subtotal)	1 LS		\$55,000.00	\$45,000.00	\$95,000.00
			\$1,883,713.00	\$2,245,082.00	\$3,363,014.00
			Total of Bid Prices	\$3,986,847.00	\$6,439,248.00
			<i>Total as shown on Bid Form (if different)</i>	3,390,776.00	

*NOTE: Costs for all landscaping, fertilizing, seeding, and mulching; erosion control measures; fence replacements; culvert replacements; tracer wire; warning tape; and stone foundation conditioning shall be included in the unit price bid per linear foot of pipe. No separate payment will be made for these items.

**NOTE: Compensation for all rock excavation shall be limited to the unit prices shown. If Bidder believes actual cost per cubic yard will be higher, such incremental cost has been added to the cost for pipe installation and based on Bidder's own estimate of total quantity of rock. No payment above \$100/CY for trench rock excavation will be made.

I, David W. Poore, PE, do hereby certify that this is a true and correct copy of the canvass of bids received on Monday, March 9, 2020 at 2:00 PM for the 2018 Water and Sewer Systems Rehabilitation Project.



 DAVID W. POORE, PE
 ENGINEER
 STATE OF NORTH CAROLINA
 License No. 3-120



Resolution

Town of Beech Mountain
North Carolina

Date: 3-10-2020

**RESOLUTION BY THE TOWN COUNCIL
OF THE TOWN OF BEECH MOUNTAIN, North Carolina
TENTATIVE AWARD FOR THE 2018 WATER & SEWER SYSTEMS
REHABILITATION PROJECT
(DWI Project Nos. H-SRP-D-17-0126 & E-SRP-W-17-0104)
Resolution No. 2020-01**

WHEREAS, the Town of Beech Mountain publicly advertised for bids to be received for the 2018 Water & Sewer Systems Rehabilitation Project; and

WHEREAS, the bids were publicly opened on March 9, 2020 and read aloud; and

WHEREAS, the North Carolina Department of Environmental Quality has offered State SRP loans in the amount of **\$1,740,000 (DWI Project No. H-SRP-D-17-0126)** and **\$2,000,000 (DWI Project No. E-SRP-W-17-0104)** for the construction of the **2018 Water & Sewer System Rehabilitation Project (DWI Project Nos. H-SRP-D-17-0126 & E-SRP-W-17-0104)**.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF BEECH MOUNTAIN, that the construction contract be awarded to, subject to final documentation and final funding being provided and approved by the aforementioned funding agency, in accordance with the Engineer's recommendation:

Iron Mountain Construction Company, Inc., Mountain City, TN, in the amount of their low bid: \$3,383,360.00

Adopted this the 10th day of March 2020, at Beech Mountain, North Carolina.

(signature)
Barry Kaufman, Mayor

ATTEST:

Tamara Mercer, Town Clerk

(Seal)



REPORT

TO: Town Council
FROM: Bob Pudney
DATE: March 10, 2020
SUBJECT: Lake Coffey Bathroom

STAFF RECOMMENDATION:

Town Council discussion concerning a Bathroom Facility at Lake Coffey.

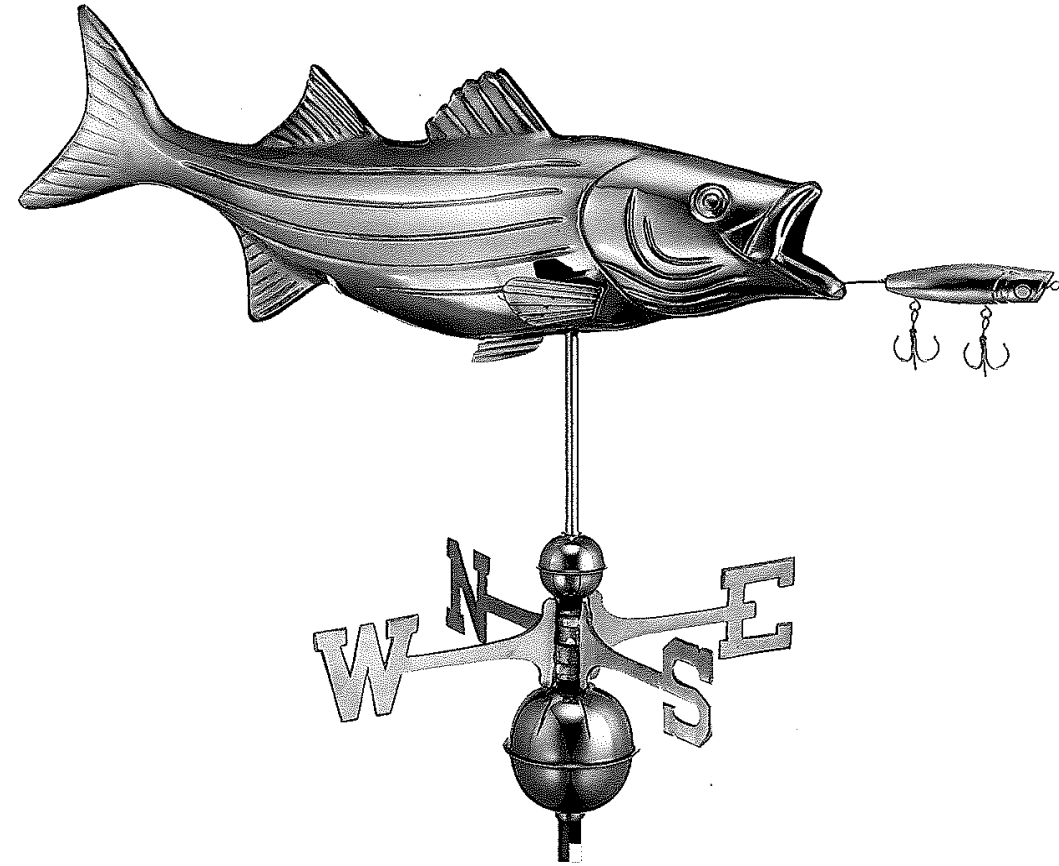
SIGNATURES:

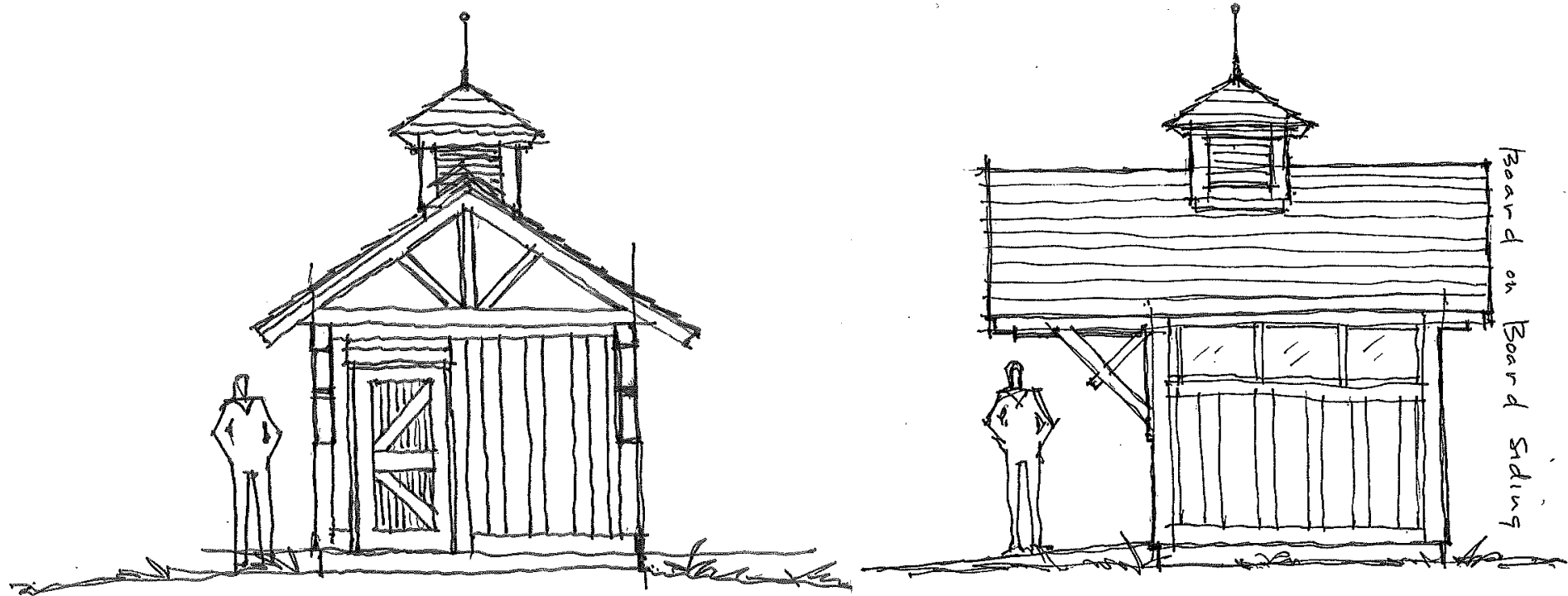
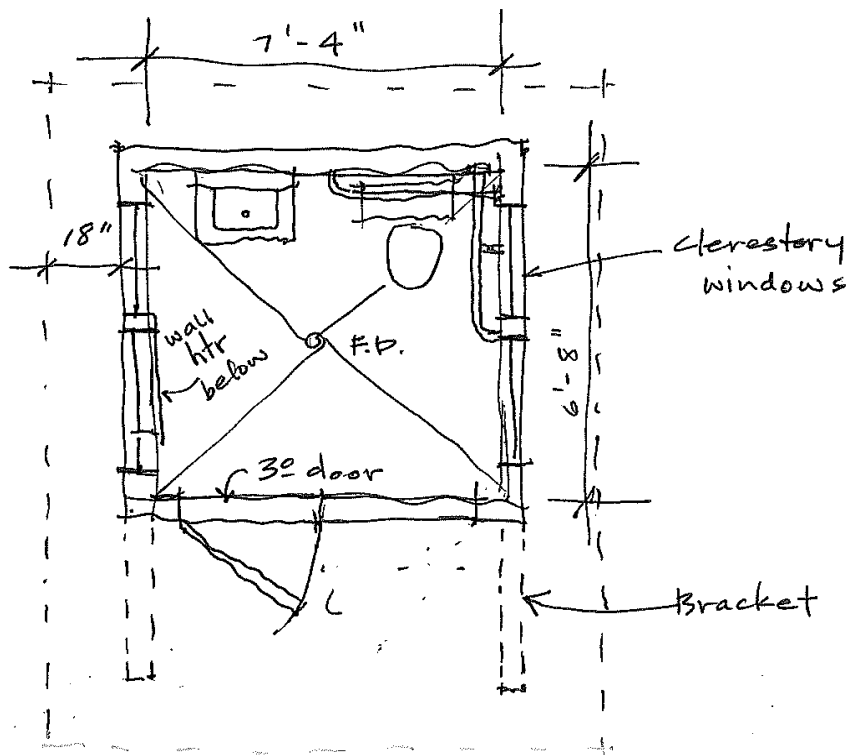
Town Manager

Town Clerk

LAKE COFFEY
RESTROOM

WEATHER VANE
GOOD DIRECTIONS, COPPER, FISH
(BASS WITH LURE) \$191.³¹ FROM
AMAZON.COM

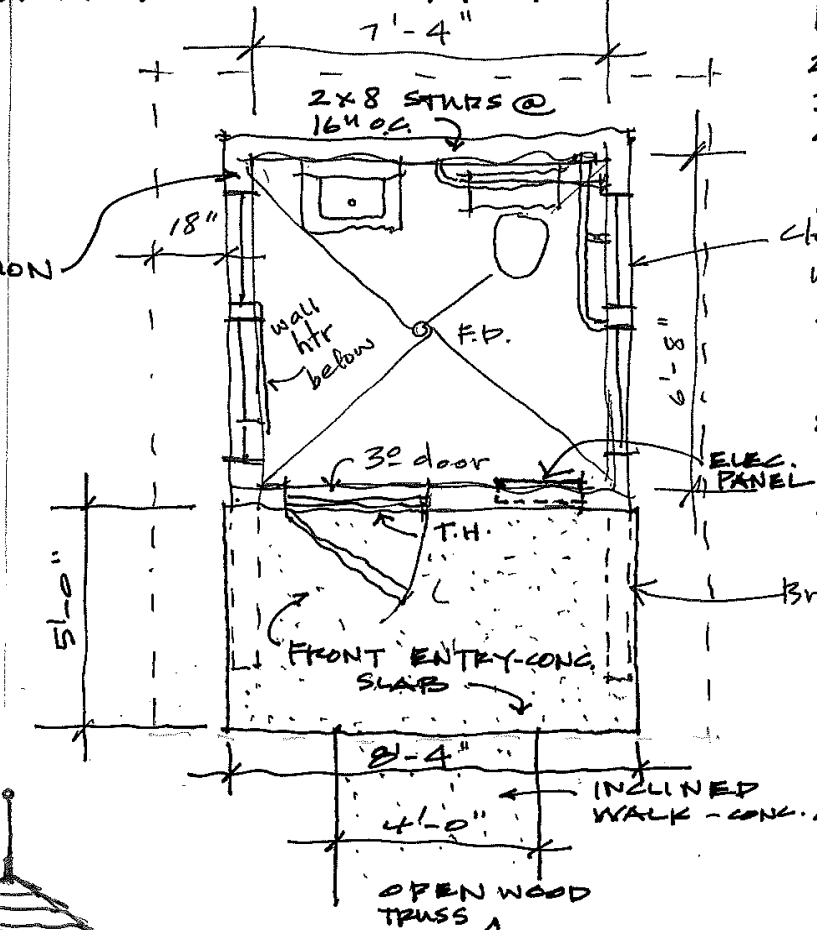




NOTES CONTINUED:

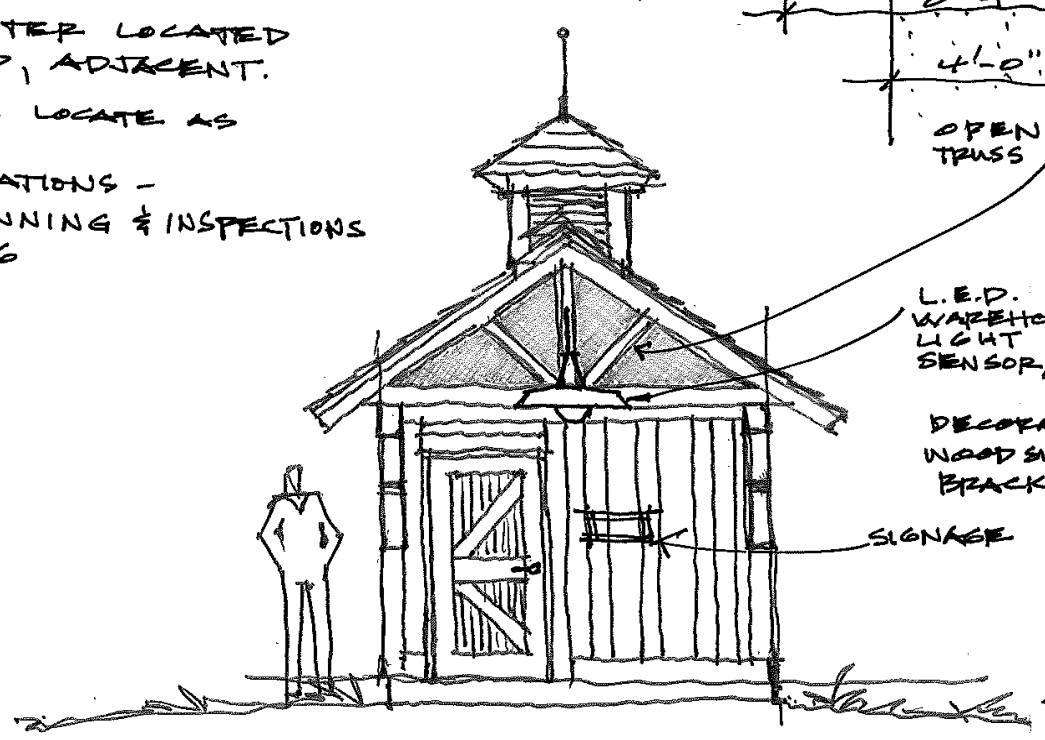
11. WEATHER VANE - BASED ON WIND DIRECTIONS, COPPER, FISH (BASS W/ LURE) \$191.31 FROM AMAZON.COM (SEE CUT SHEET)
12. LIGHT OVERHEAD - CEILING W/ BUILT-IN EXHAUST FAN.
13. OUTSIDE LIGHT - PAINTED STEEL WAREHOUSE LIGHT - LED
14. DOOR - 6'-8" x 3'-0" WITH CLOSER AND 3 HINGES (MED. BRONZE COLOR) AND LEVER HARDWARE.
15. SIGNAGE - CEDAR SANDBLASTED, UNISEX, H.C. RESTROOM W/ ACCESSIBILITY SYMBOL MOUNTED TO WALL ADJACENT DOOR.
16. INCLINED WALK TO FRONT ENTRY SLAB - NOT TO EXCEED 1:20 SLOPE. (NO RAILS REQ'D)
17. TIE-IN SEWER & WATER LOCATED AT LAKERIDGE ROAD, ADJACENT.
18. ELECTRICAL PANEL - LOCATE AS SHOWN ON PLAN.
19. ANY OTHER CLARIFICATIONS - CALL DEPT. OF PLANNING & INSPECTIONS AT 828-387-4236

FLOOR PLAN:
APPROX. SCALE = 1/4" = 1'-0"

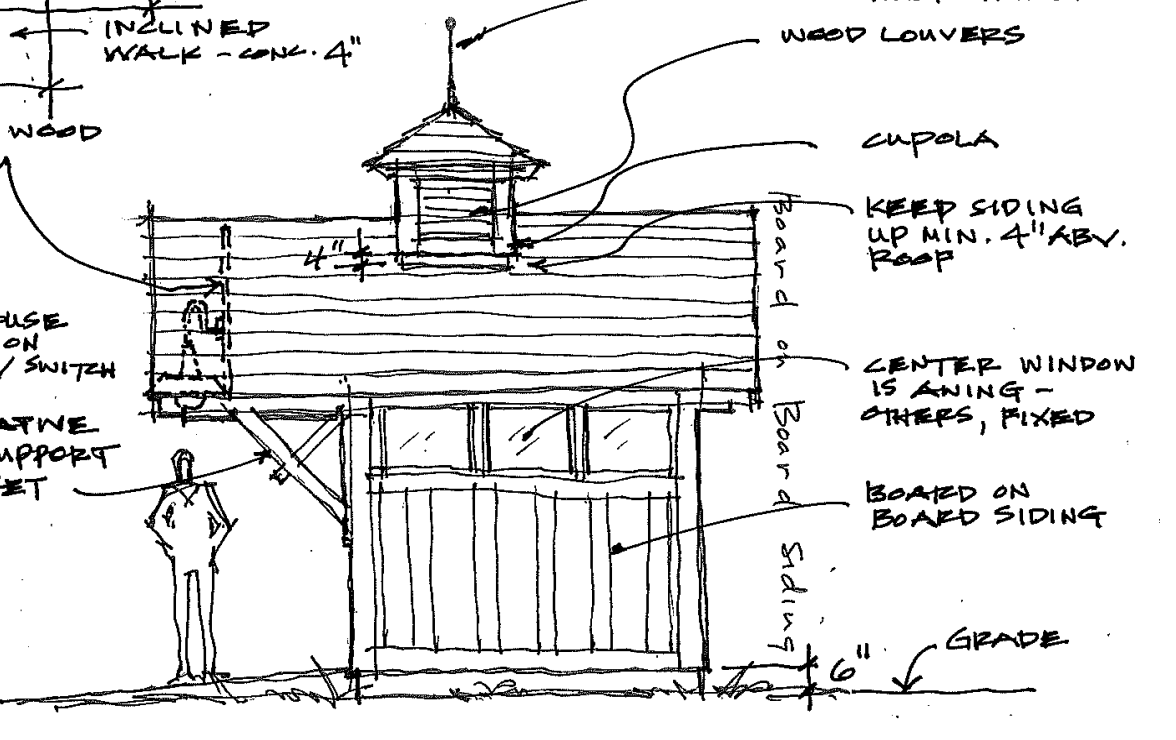


RESTROOM NOTES

1. H.C. WATER CLOSET
2. REAR & SIDE S.S. H.C. BARS
3. SLOPE FLOOR TO DRAIN
4. FLOOR NON-SLIP MASONRY PAINT (EPOXY)
5. WALL HEATER W/ B.I. THERMOSTAT (ELEC.)
6. TILE TO 48" ABV. FLOOR W/ SCHLUTER TOP EDGE.
7. WALLS ABV. TILE & CEILING WATER RESISTIVE GYP. BOARD W/ 2 COATS OF EXTERIOR ENAMEL
8. LAVATORY SINK - H.C. - W/ LEVER FAUCETS & BUILT-IN BACKSPASH. MOUNT AT 34" ABOVE FLOOR. 22" x 19"
9. PROVIDE VINYL PIPE INSULATORS UNDER SINK.
10. ACCESSORIES - LIQUID SOAP DISP, PAPER TOWEL DISPENSER, WASTE CAN.



FRONT ELEVATION
SCALE: 1/4" = 1'-0" (APPROX.)



SIDE ELEVATION
SCALE: 1/4" = 1'-0" (APPROX.)



REPORT

TO: Town Council
FROM: Bob Pudney
DATE: March 10, 2020
SUBJECT: Town Hall Meetings

STAFF RECOMMENDATION:

Town Council discussion regarding Town Hall Meetings, topics and schedule.

SIGNATURES:

Town Manager

Town Clerk



REPORT

TO: Town Council
FROM: Bob Pudney
DATE: March 10, 2020
SUBJECT: Business Recognition

FOR THE PURPOSE OF:

Town of Beech Mountain, Business Acknowledgement of the Beech Mountain Resort, 1007 Beech Mountain Parkway, General Manager, Ryan Costin.

SIGNATURES:

Town Manager

Town Clerk



REPORT

TO: Town Council
FROM: Steve Smith
DATE: March 10, 2020
SUBJECT: January Monthly Financial Report

FOR THE PURPOSE OF:

To report financial information for the month of January 2020

ATTACHED FOR YOUR CONSIDERATION:

Financial Report

STAFF RECOMMENDATION:

Review

SIGNATURES:

Town Manager

Town Clerk

**Town of Beech Mountain
Monthly Financial Report
Fiscal Year 2020**

General Fund

	Budget	July	August	September	October	November	December	January	February	March	April	May	June	YTD	% of Budget
Total Revenue	7,067,051	79,156	53,797	352,696	972,470	1,350,215	1,467,663	728,977						5,004,974	70.82%
Total Expenditures	7,067,051	392,537	648,736	697,988	559,304	418,010	764,561	500,747						3,981,882	56.34%
Total General Fund fund balance as of July 1st	7,769,430	7,769,430	7,456,050	6,861,111	6,515,819	6,928,985	7,861,190	8,564,292						7,769,430	
Revenues Less Expenditures		(313,380)	(594,939)	(345,292)	413,166	932,205	703,102	228,231	-	-	-	-	-	1,023,092	
Estimated change to Fund Balance		7,456,050	6,861,111	6,515,819	6,928,985	7,861,190	8,564,292	8,792,522	-	-	-	-	-	8,792,522	

Water/Sewer Enterprise Fund

Total Revenue	4,625,989	219,659	208,105	215,763	209,637	206,453	199,602	216,788						1,476,008	31.91%
Total Expenses	4,625,989	208,134	181,852	173,108	182,444	188,968	208,300	212,978						1,355,785	29.31%
Cash Reserves as July 1st	1,439,499	1,439,499	1,451,025	1,477,277	1,519,932	1,547,125	1,564,609	1,555,912						1,439,499	
Revenues Less Expenses		11,526	26,253	42,654	27,193	17,485	(8,698)	3,810	-	-	-	-	-	120,223	
Estimated Change in Cash Reserves		1,451,025	1,477,277	1,519,932	1,547,125	1,564,609	1,555,912	1,559,722	-	-	-	-	-	1,559,722	

Cash & Investments All FUNDS

Fund	July	August	September	October	November	December	January	February	March	April	May	June
Branch Banking and Trust (Pooled) #1	Pooled	353,316	96,224	367,701	932,140	1,170,847	2,098,368	1,230,687				
North Carolina Capital Management Trust #2	General Fund	2,647,073	2,397,142	2,016,080	1,664,158	1,828,764	2,109,591	2,776,729				
North Carolina Capital Management Trust #3	General Fund	4,555,646	4,564,095	4,571,756	4,579,224	4,586,066	4,592,950	5,100,134				
Mountain Community - Certificates of Deposit #4	General Fund	103,668	103,668	103,668	103,750	103,750	103,750	103,750				
First Community - Savings Account #5	General Fund	507,515	507,515	507,834	507,834	507,834	508,155	508,155				
North Carolina Capital Management Trust #6	Utility Fund	98,421	362,795	363,903	364,455	364,918	365,380	365,833				
North Carolina Capital Management Trust #7	Utility Fund	828,890	830,427	831,821	833,180	834,425	835,677	836,912				
North Carolina Capital Management Trust #8	Sanitation Fund	215,208	215,643	215,995	216,323	216,662	216,936	217,205				
North Carolina Capital Management Trust #9	E911 Fund	72,166	72,291	72,409	72,519	72,611	72,703	72,793				
North Carolina Capital Management Trust #10	Construction Fund	264,575	-	-	-	-	-	-				
Total Cash & Investments		9,646,477	9,149,801	9,051,167	9,273,584	9,685,876	10,903,509	11,212,197	-	-	-	-

Transfers for the month of January:

From BB&T (Pooled) #1 in the amount of \$1,000,000
 To North Carolina Capital Management Trust #2 of \$500,000
 To North Carolina Capital Management Trust #3 of \$500,000



REPORT

TO: Town Council
FROM: Steve Smith
DATE: March 10, 2020
SUBJECT: Budget Report for January 2020

FOR THE PURPOSE OF:
Budget summary for the month of January 2020

ATTACHED FOR YOUR CONSIDERATION:
Budget Summary Report for January 2020

STAFF RECOMMENDATION:
Review

SIGNATURES:

Town Manager

Town Clerk

TOWN OF BEECH MOUNTAIN
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 31ST, 2020

10 -General Fund
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
Tax Revenue	3,991,757	456,191.37	3,677,809.21	0.00	313,947.79	92.14
Interest Income	139,190	15,981.87	87,753.11	0.00	51,436.89	63.05
Miscellaneous Income	888,031	48,510.73	238,733.66	0.00	649,297.34	26.88
State Revenue	1,419,857	142,265.98	838,155.74	0.00	581,701.26	59.03
Miscellaneous Revenue	0	0.00	0.00	0.00	0.00	0.00
Fees	30,500	684.32	17,734.31	0.00	12,765.69	58.15
Gains/Losses	5,000	3,792.50	21,641.81	0.00	(16,641.81)	432.84
Proceeds	57,959	50,000.00	89,211.50	0.00	(31,252.50)	153.92
TOTAL REVENUES	6,532,294	717,426.77	4,971,039.34	0.00	1,561,254.66	76.10
<u>EXPENDITURE SUMMARY</u>						
Administration	1,576,791	137,062.30	956,650.65	1,194.47	618,945.88	60.75
Tax Collections	47,718	3,797.71	30,033.44	0.00	17,684.56	62.94
Vistors Center	145,080	14,451.24	78,731.84	0.00	66,348.16	54.27
Police	1,202,508	124,119.91	708,318.42	8,933.72	485,255.86	59.65
Fire	415,827	8,771.36	222,872.22	21,693.28	173,360.50	58.31
Special Projects	118,987	12,365.59	78,500.19	0.00	40,486.81	65.97
Building Inspections	75,755	5,295.38	37,437.43	0.00	38,317.57	49.42
Planning	524,342	12,506.09	160,595.40	0.00	363,746.60	30.63
Vehicle Maintenance	177,259	9,773.43	69,504.53	2,532.61	105,221.86	40.64
Road Maintenance	1,683,184	106,643.07	1,113,733.17	50,747.13	518,703.70	69.18
Recreation	922,600	65,960.60	505,452.00	20,286.03	396,861.97	56.98
TOTAL EXPENDITURES	6,890,051	500,746.68	3,961,829.29	105,387.24	2,824,933.47	59.00
REVENUE OVER/(UNDER) EXPENDITURES	(357,757)	216,680.09	1,009,210.05	(105,387.24)	(1,263,678.81)	253.22-
OTHER SOURCES	534,757	11,550.45	33,934.87	0.00	500,822.13	6.35
OTHER USES	177,000	0.00	27,000.00	0.00	150,000.00	15.25
NET OTHER SOURCES & USES	357,757	11,550.45	6,934.87	0.00	350,822.13	1.94
REVENUES & OTHER SOURCES OVER (UNDER) EXPENDITURES & OTHER USES	0	228,230.54	1,016,144.92	(105,387.24)	(912,856.68)	0.00

TOWN OF BEECH MOUNTAIN
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 31ST, 2020

30 -Water/Sewer
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
Interest Income	22,000	1,687.25	13,164.32	0.00	8,835.68	59.84
Miscellaneous Income	2,500	100.00	468.59	0.00	2,031.41	18.74
State Revenue	0	0.00	0.00	0.00	0.00	0.00
Metered Sales & Fees	2,292,646	215,000.76	1,462,375.43	0.00	830,270.57	63.79
Gains/Losses	2,000	0.00	0.00	0.00	2,000.00	0.00
Proceeds	<u>1,740,000</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,740,000.00</u>	<u>0.00</u>
TOTAL REVENUES	4,059,146	216,788.01	1,476,008.34	0.00	2,583,137.66	36.36
<u>EXPENDITURE SUMMARY</u>						
W/S Administration	1,245,009	57,570.56	555,154.52	6,895.61	682,958.87	45.14
Water	2,758,272	66,498.86	457,448.71	20,640.99	2,280,182.30	17.33
Sewer	275,312	26,474.22	209,489.17	18,287.77	47,535.06	82.73
Taps & System	<u>347,396</u>	<u>62,434.41</u>	<u>133,467.47</u>	<u>130,716.72</u>	<u>83,211.81</u>	<u>76.05</u>
TOTAL EXPENDITURES	4,625,989	212,978.05	1,355,559.87	176,541.09	3,093,888.04	33.12
REVENUE OVER/(UNDER) EXPENDITURES	(566,843)	3,809.96	120,448.47	(176,541.09)	(510,750.38)	9.90
OTHER SOURCES	566,843	0.00	0.00	0.00	566,843.00	0.00
OTHER USES	<u>0</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
NET OTHER SOURCES & USES	566,843	0.00	0.00	0.00	566,843.00	0.00
REVENUES & OTHER SOURCES OVER (UNDER) EXPENDITURES & OTHER USES	0	3,809.96	120,448.47	(176,541.09)	56,092.62	0.00

TOWN OF BEECH MOUNTAIN
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JANUARY 31ST, 2020

35 -Sanitation
 FINANCIAL SUMMARY

% OF YEAR COMPLETED: 58.33

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
<u>REVENUE SUMMARY</u>						
Interest Income	6,200	268.88	2,339.74	0.00	3,860.26	37.74
Miscellaneous Income	40,000	3,819.60	25,765.00	0.00	14,235.00	64.41
State Revenue	150	0.00	62.37	0.00	87.63	41.58
Fees	437,909	39,067.64	276,897.78	0.00	161,011.22	63.23
Gains/Losses	0	0.00	0.00	0.00	0.00	0.00
Proceeds	0	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	484,259	43,156.12	305,064.89	0.00	179,194.11	63.00
<u>EXPENDITURE SUMMARY</u>						
Sanitation	484,259	44,393.46	299,618.71	5,000.00	179,640.29	62.90
TOTAL EXPENDITURES	484,259	44,393.46	299,618.71	5,000.00	179,640.29	62.90
REVENUE OVER/(UNDER) EXPENDITURES	0 (1,237.34)	5,446.18 (5,000.00) (446.18)	0.00
OTHER SOURCES	0	0.00	0.00	0.00	0.00	0.00
OTHER USES	0	0.00	0.00	0.00	0.00	0.00
NET OTHER SOURCES & USES	0	0.00	0.00	0.00	0.00	0.00
REVENUES & OTHER SOURCES OVER (UNDER) EXPENDITURES & OTHER USES	0 (1,237.34)	5,446.18 (5,000.00) (446.18)	0.00



REPORT

TO: Town Council
FROM: Bob Pudney
DATE: March 10, 2020
SUBJECT: Fire Department Monthly Report

SIGNATURES:

Town Manager

Town Clerk

**BEECH MOUNTAIN FIRE DEPARTMENT
Monthly Report
February, 2020,**

EVENT	THIS PERIOD	SAME PERIOD LAST YEAR	FISCAL YTD
FIRE CALLS	5	3	57
MEDICAL CALLS	10	5	91
FIRE SAFETY INSPECTIONS	1	0	16
PUBLIC EDUCATION	0	0	4
FIRE HYDRANT INSPECTIONS	1	0	3
TRAINING HOURS	1086	203	3245
MEETINGS	7	6	63

COMMENTS:

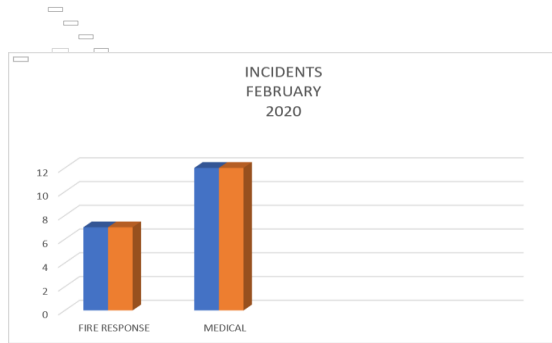
Membership Recruitment Program.

Addressing Project Underway

EMT Class

Budgets

Goals Next Period:





REPORT

TO: Mayor and Council
FROM: Tim Barnett
DATE: March 10, 2020
SUBJECT: Police Department Monthly Report

SIGNATURES:

Town Manager

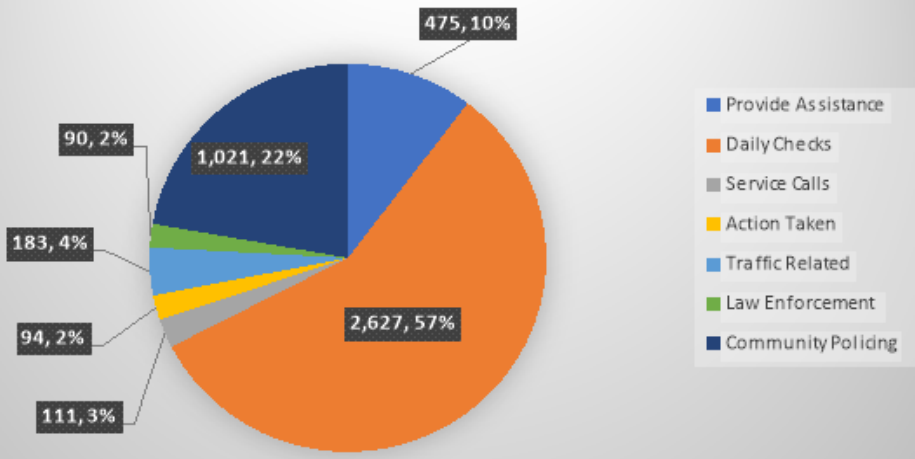
Town Clerk



Activity Log Yearly Summary Totals
 Beech Mountain Police Department
 January 1, 2020 through February 29, 2020

<i>Call Type</i>	<i>2019</i>	<i>2020</i>	<i>Call Type</i>	<i>2019</i>	<i>2020</i>
Provide Assistance			Traffic Related		
Assist Fire Department	6	3	Driving While Impaired	2	2
Assist Investigation	0	0	Improper Parking	17	45
Assist Other Agency	13	18	Stationary/Directed Patrol	12	65
Assist Town Dept/Business	0	3	Traffic Control	0	6
Assist Home Owner	10	4	Vehicle Accidents	7	17
Assist Motorist	55	243	Vehicle Stops	21	48
Assist Other Officer	41	38			
Escort	80	146	Law Enforcement Calls		
Assist Medical Calls	4	20	911 Hang Ups	13	4
			Alarms	23	18
Daily Checks			Breaking & Entering	4	7
Business Checks	1,841	2,232	Domestic Complaints	4	8
Care Track Test	23	0	Fight	1	0
Security Checks	232	382	Fire Works Violations	1	0
Residence Checks	36	10	Fraud	1	0
Welfare Check	10	3	Hit & Run	1	2
			Intoxicated/Drunk & Disruptive	3	6
Service Calls			Investigation	6	5
Animal Control Domestic/Wildlife	8	11	Larceny	7	2
Calls For Service	43	51	Mental Subject	0	2
Deliver Letter/Message	12	34	Missing Person	1	1
Found Property	0	3	Noise Disturbance/Loud Music	7	6
Golf Cart / UTV Inspections	0	0	Open Door/Open Window	5	7
ATV/Golf Cart Complaints	4	2	Prowler	0	0
Recreation/Town Deposit	11	10	Shots Fired/Sound of Shots Fired	0	0
			Ski Pass Violation	0	0
Action Taken			Suspicious Vehicle	8	3
Court	2	9	Trespassing	6	13
Felony Arrest	0	1	Vandalism	2	1
Misdemeanor Arrest	3	1	Continuing Investigation	0	5
State Citations	13	26			
Town Ordinance Violations	1	3	Community Policing		
Verbal Warning	6	37	Community Policing Contacts	839	1,014
Warning Citations	9	3	Community Events	3	7
Warrant Service	3	14			
2019 Event Totals:	3,462		2020 Event Totals:	4,779	

2020 Monthly Condensed Calls





REPORT

TO: Town Council
FROM: Daniel Davis
DATE: March 10, 2020
SUBJECT: Department of Infrastructure Reports

FOR THE PURPOSE OF:
Department of Infrastructure Reports

ATTACHED FOR YOUR CONSIDERATION:
Sanitation, water and Wastewater reports

SIGNATURES:

Town Manager

Town Clerk

January Wastewater Report

Grassy Gap Wasterwater Plant

Total Flow MG

Average Flow MGD

Daily Max MGD

Daily Min MGD

Limit MGD

Pond Creek Wasterwater Plant

Total Flow MG

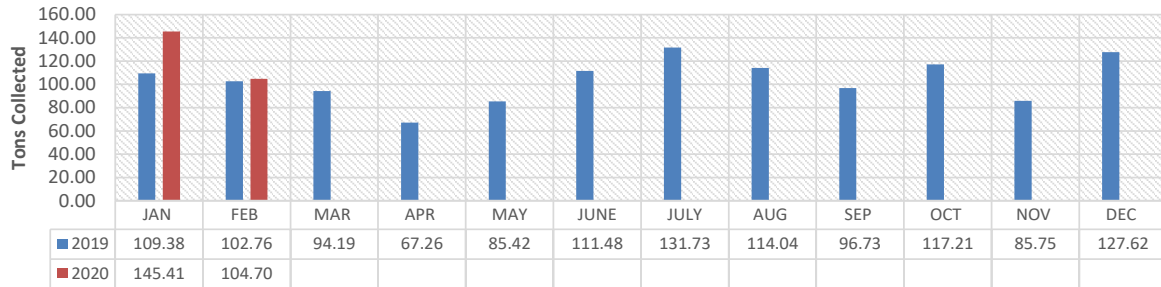
Average Flow MGD

Daily Max MGD

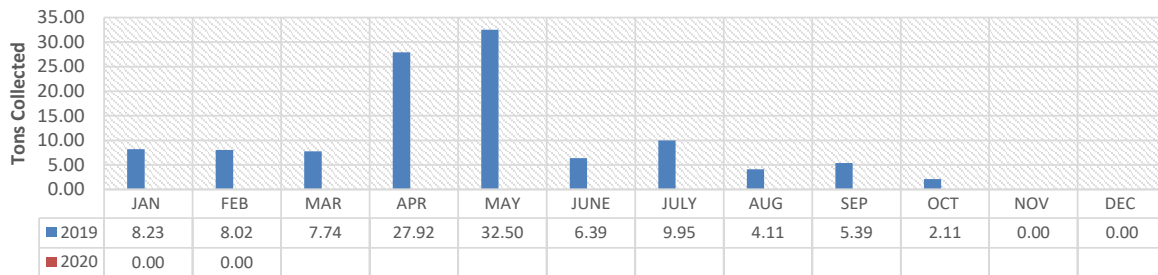
Daily Min MGD

Limit MGD

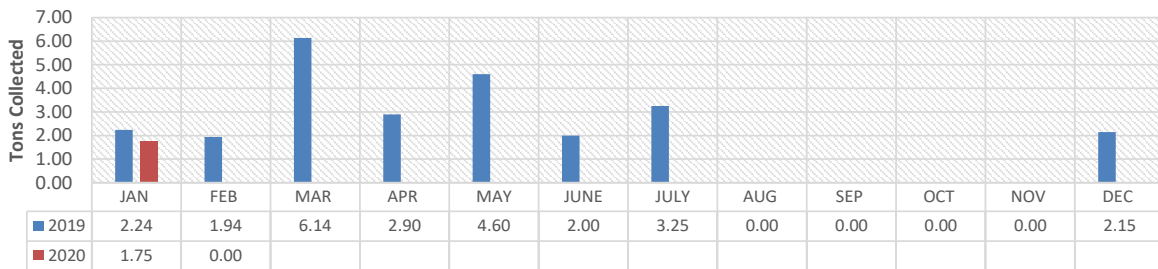
Solid Waste



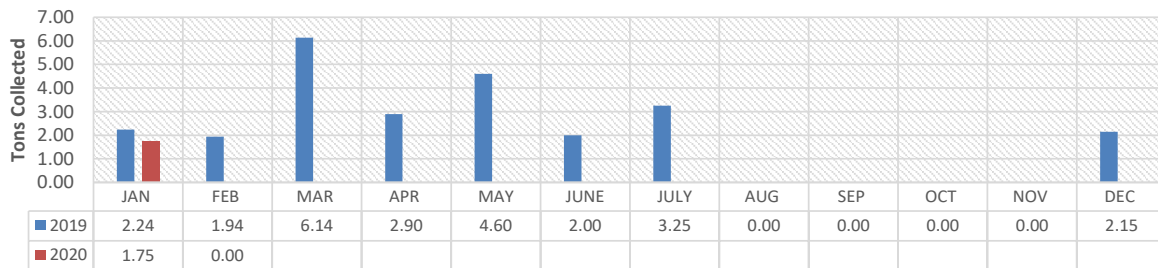
Construction Material



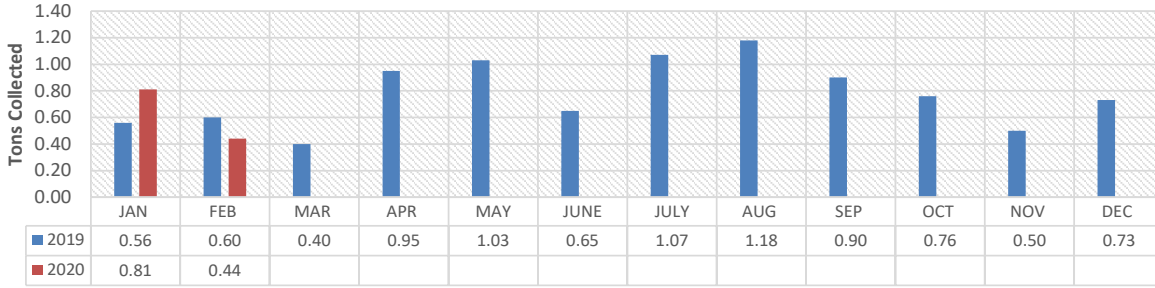
Recycled Metal



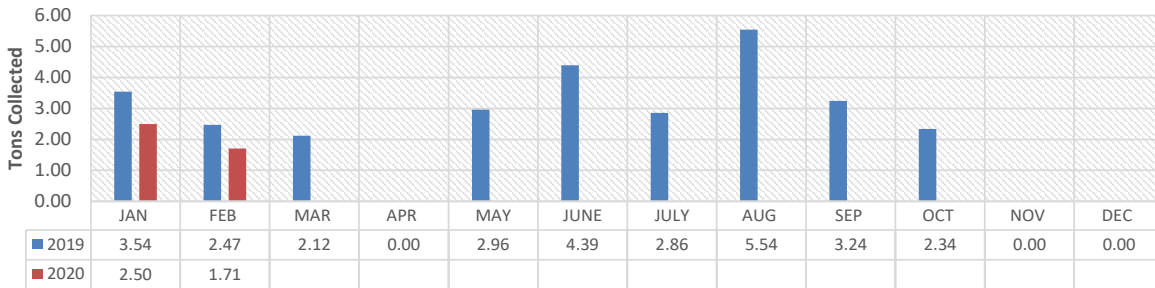
Recycled Paper



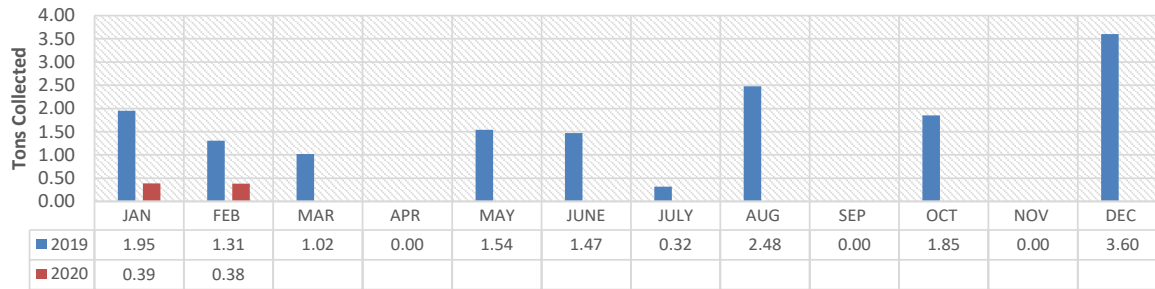
Recycled Plastic



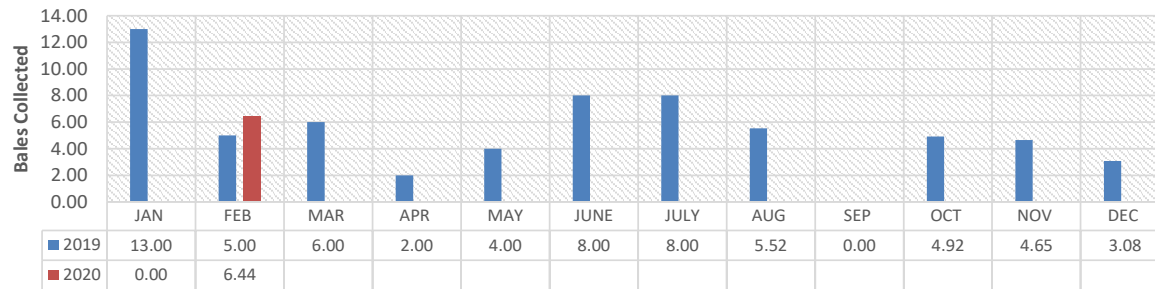
Recycled Glass



Recycled Aluminum



Recycled Cardboard



Town of Beech Mountain
Water Treatment Monthly Operation Report

February 2020 flow totals: 13.66 MG
 .441 MGD AVG
 .350 MGD MIN
 .567 MGD MAX

All Bacteria samples taken were absent of Coliform Bacteria.



REPORT

TO: Mayor & Council
FROM: Sean Royall
DATE: March 10, 2020
SUBJECT: February Recreation Report

FOR THE PURPOSE OF:
February Parks and Recreation facilities report

SIGNATURES:

Town Manager

Town Clerk

BEECH

PARKS & RECREATION

February 2020 Recreation Report

Facility Report

Finance Report

Total Monthly Revenue	\$4,448.00
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Check-In Report

Member Visits	380/ -127
Non-Member Visits	145/ -201

Membership Report

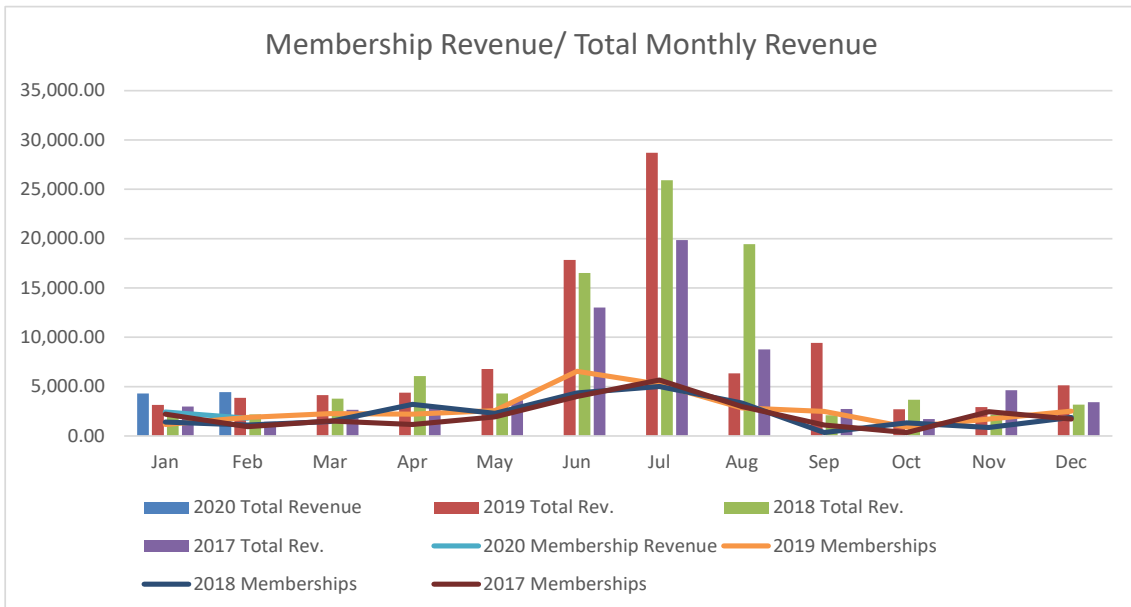
Total Memberships - \$1,800.00 Online - \$275.00 (Details attached)

Family Annual \$1,600.00		
Active	Passes Expired (not renewed)	Passes sold
147/ +3	4	9

Individual Annual \$ 200.00		
Active	Passes Expired (not renewed)	Passes sold
113/ 0	1	2

Week Passes - \$0	
Family	Individual

Renewal Emails and Letters sent:14

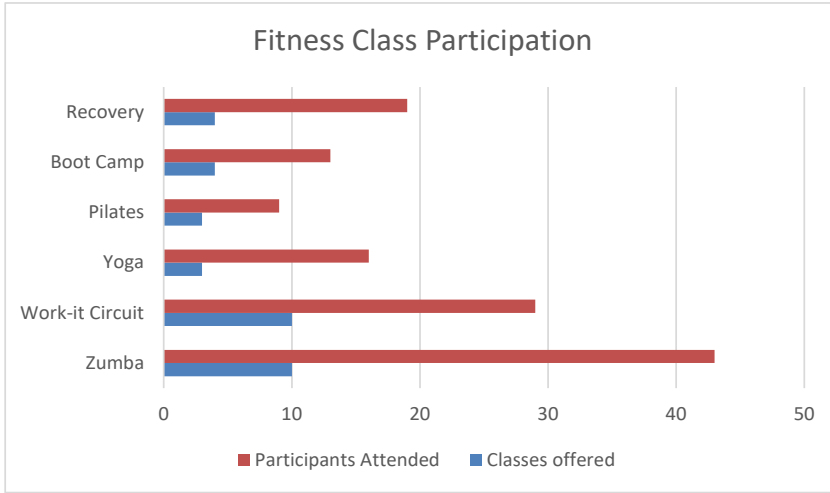


Fitness Report

Participants:

Class/Number of classes offered in the month/ Number of participants

Zumba	10	43
Work-it Circuit	10	29
Yoga	3	16
Pilates	3	9
Boot Camp	4	13
Recovery	4	19



Outdoor Report

Participants:

Emerald Outback Trail (as read from trail counter)	7143
Lower Pond Creek (as read from trail counter)	(n/a)

Director's Notes:

- Boiler repaired
- Director attended NC Parks and Recreation Directors Conference
- Shane Park bathroom/pumphouse and parking lot construction contract signed.

Respectfully Submitted,

Sean Royall
 Parks and Recreation Director
 Town of Beech Mountain
 March 2, 2020

Detailed Revenue Totals

Trail Map \$4.00

PROGRAM REGISTRATIONS
\$1,448.00

MEMBERSHIPS \$1,800.00

Facility Reservation \$250.00

POS \$656.75

Total Online Sales \$1,433.00

TOTAL MONTHLY REVENUE
\$4,154.75

Programs

2020 Holiday Market \$40.00

2020 Summer Camp \$1,158.00

Memberships

Family Annual Pass \$1,600.00

Individual Annual Pass \$200.00

POS

Binoculars \$44.50

Coke Machine \$58.00

Daily Use (Non Member Check-in)
\$435.00

Dog Park Donations \$50.00

Fitness Classes \$62.00

Print/ Fax \$3.25



REPORT

TO: Mayor and Town Council
FROM: Kate Gavenus
DATE: March 10, 2020
SUBJECT: TDA March Report

FOR THE PURPOSE OF:

This report gives information about marketing activities, includes links to some media coverage in the previous month and highlights economic growth from tourism.

SIGNATURES:

Town Manager

Town Clerk

**Beech Mountain TDA Report
To Town Council
March 2020**

Marketing/Media:

We are working on our birding trail and spring trout fishing promotions, as well as preparations for June Family Fun Month. We are also re-vamping Visitor Center handouts on things to do on the mountain, our in-house maps and rack cards.

Here are some examples of coverage we've received in the past month:

A piece on mountain bike races for 2020:

<https://mtbparks.com/Mountain-Bike-Park-News-Events/News-Events/THE-WAIT-IS-OVER-The-2020-Downhill-Southeast-Schedule-Release.html>

WJHL TV coverage of family fun at Beech Mountain Resort:

<https://www.wjhl.com/daytime-tri-cities/family-fun-at-beech-mountain-ski-resort/>

WBTV coverage of increased tourism on Beech Mountain:

<https://www.wbvtv.com/2020/02/21/snowfall-below-normal-winter-tourism-up-say-officials/>

The Destination Magazine issue 107 p. 14-- article on Retro 80's weekend:

https://issuu.com/mototourist/docs/202002_tdmx

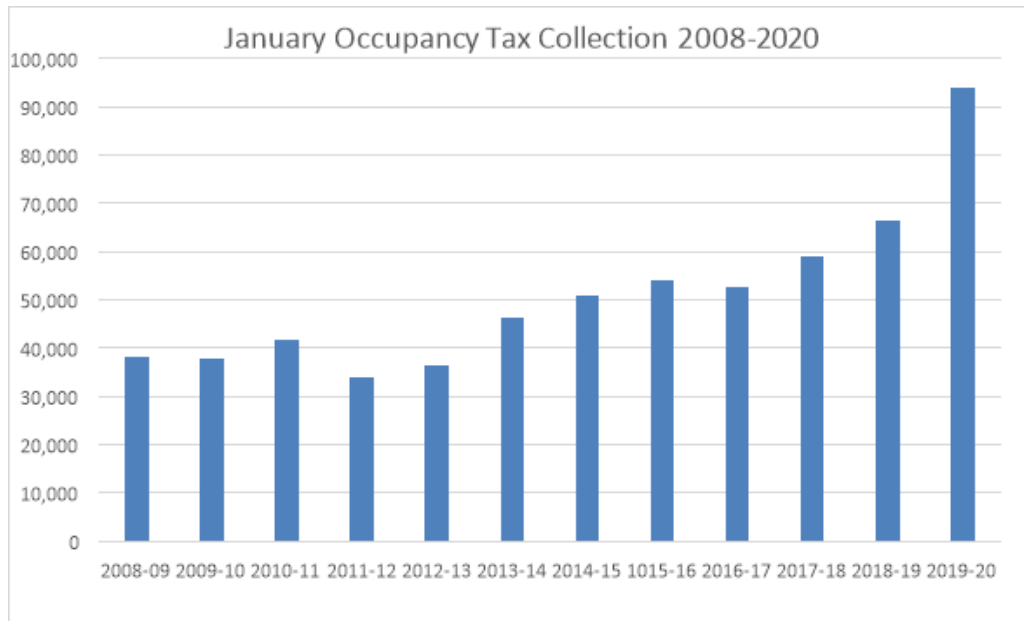
Watauga Democrat coverage of water intake plan:

https://www.wataugademocrat.com/news/beece-mountain-approves-new-watauga-river-intake-plan/article_4f09cd03-9bd2-5357-ad71-c60b19381c31.html

Results:

For the month of **February, Visitor Center staff served 2407 people**, which is greater than the 1021 visitors for the month of February 2019, and **the second-highest monthly total of all time**. Occupancy Tax is up over the previous January's revenue, with **\$94,140 collected**. The **gross receipts to our lodging partners in January was \$1,574,532.03**; **these are the highest monthly tax collected and the highest gross receipts ever**

recorded in the Town of Beech Mountain, surpassing the previous record which was set last month.



Occupancy Tax collections for January 2020 (received in February) were \$94,140, the highest single month of occupancy tax ever in the Town of Beech Mountain (beating last month's report, the previous record holder)



REPORT

TO: Town Council
FROM: Preston Yates
DATE: March 10, 2020
SUBJECT: Planning and Inspections Report 2020-02

FOR THE PURPOSE OF:

Monthly activity report of the Planning and Inspection Department for review and consideration by Town Council.

SIGNATURES:

Town Manager

Town Clerk

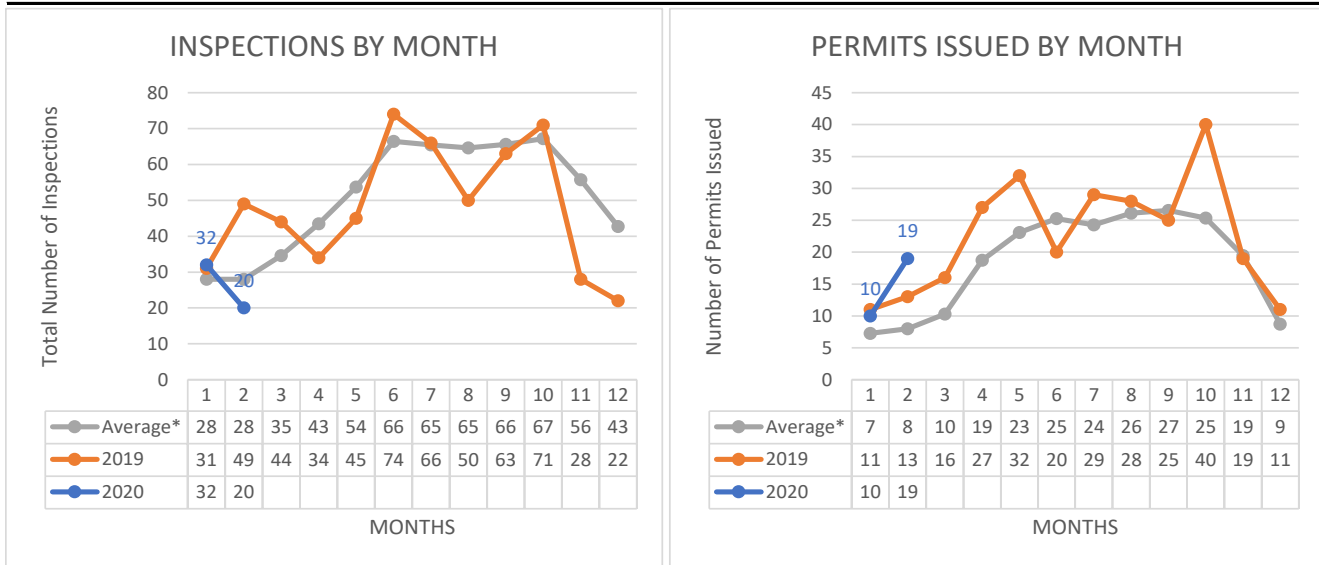
TOWN OF BEECH MOUNTAIN
Monthly Report
Department of Building Inspections
February-2020

1. Number of Inspections

	This Month	Last Month	Same Month Last Year	This Fiscal Year to Date	Last Fiscal Year to Date	Calendar Year to Date
Building	7	11	21	179	181	18
Electrical	2	11	7	62	61	13
Plumbing	2	6	4	37	33	8
Htg/Air & Misc.	9	4	18	74	96	13

2. Permits Issued

No. Issued	19	10	13	181	94	29
Value	\$ 209,939	\$ 64,011	\$ 84,385	\$ 4,034,612	\$ 1,260,022	\$ 273,950
Permit Fees	\$ 1,967.12	\$ 585.00	\$ 1,041.80	\$ 50,969.27	\$ 14,232.64	\$ 2,552.12



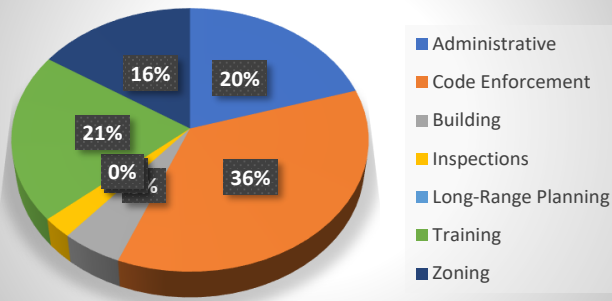
*NOTE: Average Inspections and Permits are calculated based on a running average since April 2009

3. Nature of Building Permits

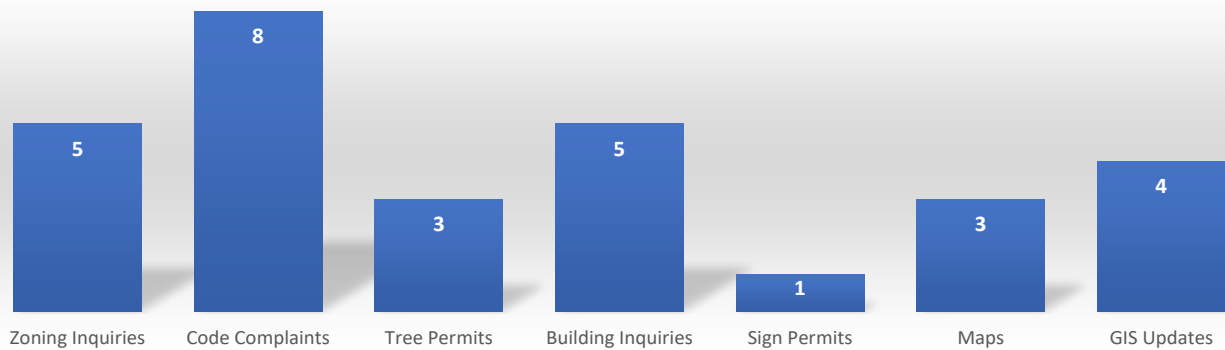
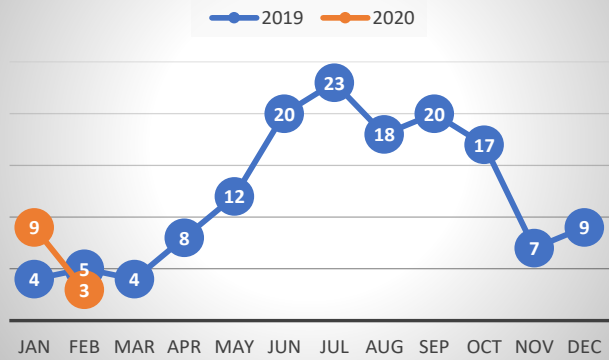
# of Permits	Type	Address	Total Fees	Valuation	New Bldgs FY to Date	New Bldgs Last FY
	New Single Family				4	0
	New Multi-Family				0	0
	New Commercial				0	0
19	Other	Various	\$ 1,967.12	\$ 209,939		
19			\$ 1,967.12	\$ 209,939		

TOWN OF BEECH MOUNTAIN
PLANNING AND ZONING MONTHLY REPORT
 February-2020

Time Allocation



Tree Permits



Summary and Highlights

Code Enforcement:

- Town-wide address posting compliance effort underway
- Actively working un-permitted tree cuttings
- Other violations include nuisances and signage

GIS:

- Working with TDA and Recreation on development of new Trails Map
- Performing database maintenance to improve data quality and organization

Building

- Permit issuance continues to be above 10-year average

Advisory Boards

- Planning Board working to amend zoning ordinance to reflect changes in general statutes