

Blowing Rock Board of Commissioners

Tuesday, May 11, 2004

The Mayor and Board of Commissioners for the Town of Blowing Rock met in regular session on Tuesday, May 11, 2004 at 7:00 p.m. Present were Mayor J. B. Lawrence, Commissioners Barbara Ball, Terry Lentz, Keith Tester, Rita Wiseman, and David Wray. Also present were Town Manager Scott Hildebran and Town Clerk Barbara Beach. Other staff members attending were Police Chief Owen Tolbert, Planning Director Kevin Rothrock, Building Inspector John Warren, Public Works Director Johnny Lentz, Recreation Director Jamie Saitta, and Kent Graham, representing Emergency Services.

Call to Order and Approval of Minutes

Mayor Lawrence called the meeting to order and welcomed the assembled citizens. He announced he would entertain a motion concerning the approval of the draft minutes for meetings held on April 13, 2004, April 27, 2004 and May 6, 2004. Upon motion of Ms. Wiseman, second by Mrs. Ball, Council members voted unanimously to approve these as presented.

Presentation

Mr. Hildebran announced that the Town was presented with a Lifesaver Award from the Watauga County SAFE KIDS Coalition. This award recognizes work done by our Emergency Services Department to assist the Coalition in this effort. Mr. Hildebran praised Angie Gregg's work as the primary contact for the Department.

New Business

1. Selection of Engineering Consultant

Mr. Hildebran reported that in compliance with Town Council instructions, the Town solicited Requests for Qualifications from area engineering firms to seek municipal engineering services. Four firms were selected for interviews, which were conducted by Mr. Hildebran, Council members Terry Lentz and Keith Tester, and Public Works Director Johnny Lentz. Mr. Hildebran reported that the selection committee recommends contracting with McGill Associates for municipal engineering services. He introduced Andy Lovingood, Hickory Office Manager for McGill. Mr. Lovingood will be the Project Manager for the Town.

Based on the recommendation of the committee, Mrs. Ball moved that Council authorize Mr. Hildebran to negotiate a contract for engineering services with McGill Associates. Mr. Tester seconded the motion, and members voted unanimously to approve.

May 11, 2004

Page two

2. Parks and Recreation Master Plan

Mr. Hildebran also announced that Recreation Director Jamie Saitta sought proposals from planning and consulting firms for comprehensive parks, recreation, and master plan services. Ten solicitations were sent out and three companies responded with proposals. McGill Associates provided the lowest project cost of the three, and it is anticipated that costs could be reduced even further as they are contracted as engineer of record for the Town. Based on their responsiveness and references, Mrs. Saitta recommended contracting with McGill Associates for a Town Park and Recreation Master Plan.

Ms. Wiseman made motion that the Town enter into a contract with McGill Associates for these services. Mrs. Ball seconded the motion, and it was approved unanimously.

3. Introduction of Assistant Recreation Director

Mrs. Saitta introduced Jeff Waddell, who began work on May 1 as the new Assistant Recreation Director. He received his B.S. in Recreation Resource Management from the University of Georgia in 2002, and has worked for the City of Greenville, SC, Yellowstone National Park, and Grand Teton National Park in Wyoming as well as Broad River & Altamaha Wilderness Outposts in Athens, Georgia. He also completed an internship with the City of Greenville, S.C. Mayor Lawrence welcomed Jeff to employment with the Town on behalf of the Council and citizens.

DEPARTMENTAL REPORTS

1. FY 2004-2005 Budget Presentation

Mr. Hildebran presented a draft 2004-2005 fiscal year budget to Council members. The recommended budget totals \$5,009,295 for all Town operations, capital improvements, and debt service requirements. As proposed, the budget would continue existing town services with no tax increase. However, commercial solid waste fees are proposed to increase to cover a budgeted increase in tipping fees by the Watauga County Board of Commissioners, and the budget contains a proposed increase in water and sewer rates of 9 percent to fund future capital needs. Council will meet on May 12 and May 25 to discuss the budget in detail.

Proposed FY 2004-2005 Budget Attached as Exhibit A

May 11, 2004

Page three

2. Other Reports

Mr. Hildebran reported that the Comprehensive Plan has been completed. He also provided an update on the installation of new playground equipment, and the progress of construction of the South Main sidewalk and the historic trail. Ms. Wiseman noted that the Town is not responsible for the drastic cutting of limbs and trees in this area, that BREMCO and NCDOT have been working to cut back vegetation in the rights of way. Mr. Hildebran will draft a letter to NCDOT requesting their cooperation in reducing the amount of drastic cutting and grinding of vegetation within the Town.

Adjournment

There was no further business, and Mayor Lawrence adjourned the meeting at 7:29 p.m.

J. B. Lawrence, Mayor

Barbara G. Beach, Town Clerk