



Town of Blowing Rock

1036 Main Street ★ Post Office Box 47 ★ Blowing Rock, NC 28605

To: Ed Evans, Mayor Sellers, and Members of Town Council
From: Nicole Norman, Finance Officer
Subject: Budget Amendment Ordinance to Account for Various Items
(Ordinance #2018-13)
Date: October 9, 2018

Enclosed please find a Budget Amendment Ordinance for the fiscal year 2018-2019 for your consideration.

Section 1 (General Capital Projects Fund) is to allocate funds to be received as reimbursement from the Middle Fork Greenway organization to fund design engineering associated recent changes to the trail including trail width changes in various areas allowing for project cost reductions from the most recent estimates. The Town will be billed for these costs and then bill the costs to Middle Fork greenway to obtain reimbursement for the costs.

This section also allocates donated funds towards Rec Center Improvements including flooring, space reconfiguration and a possible fitness area.

Please let me know if you need further details on the proposed amendment.

2018-2019
Budget Amendment Ordinance 2018-13

Be it ordained by the Town Council of the Town of Blowing Rock, North Carolina, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2019:

Section 1. To amend the General Capital Fund, the appropriations are to be changed as follows:

<u>Acct. No.</u>		<u>Current Appropriation</u>	<u>Decrease</u>	<u>Increase</u>	<u>Proposed Appropriation</u>
20-80-5000-535	Rec Capital Projects	\$ 5,250	\$ -	\$ 5,140	\$ 10,390
20-00-5000-201	Middle Fork Greenway- Design Engineering	\$ -	<u>\$ -</u>	<u>\$ 115,040</u>	\$ 115,040
			<u>\$ -</u>	<u>\$ 120,180</u>	

This will result in a net increase of \$120,180 in the appropriations of the General Capital Fund. As a result, the following revenue will be increased.

<u>Acct. No.</u>		<u>Current Appropriation</u>	<u>Decrease</u>	<u>Increase</u>	<u>Proposed Appropriation</u>
20-80-3400-006	Rec. Center Improvements	\$ -	\$ -	\$ 5,140	\$ 5,140
20-00-3400-201	Middle Fork Greenway- Design Engineering Funding	\$ -	<u>\$ -</u>	<u>\$ 115,040</u>	\$ 115,040
			<u>\$ -</u>	<u>\$ 120,180</u>	

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Town Council and to the Finance Officer for their implementation.

Adopted this 9th day of October, 2018.

Attested by:

Charles Sellers, Mayor

Hilari Hubner, Town Clerk

The table below outlines costs that have arisen because they are not covered under the MOA with FHWA/NCDDOT for the EFLAP grant. The changes to the preliminary engineering work performed by Valor are significant - including reduced widths along Hwy 321, rerouting to accommodate the changed river pattern after the 2017 floods, the results of the river restoration study from Greg Jennings, the addition of new property owners with potential elimination of bridges, and the PE on the clinic section which was not included in Valor's original work. In addition, several surveys and permits will need to be updated and obtained prior to construction bidding (since many of the last surveys and studies were completed in 2013, and NCDOT requires them to be performed within the previous five years).

Preliminary Engineering/Design Costs - EFLAP MFG Sect. 1		
Line Item	Estimated Cost	Source
PE Project Management		
10 hrs/week @ 12 weeks @ \$160/hr	\$ 23,040.00	
Environmental		
NEPA (CE Submittal)	\$ 10,000.00	EFLAP MOA - delineated in BR tasks
Stream/Wetland Delineation	\$ 5,000.00	DWR
401/404 Permitting	\$ 6,000.00	DWR
Flood Study-No Rise	\$ 1,000.00	DWR
Culvert Scour Analysis	\$ 5,000.00	Needed only if going through culverts on BRP; if reroute no hydraulics study needed
Survey		
Topographic	\$ 10,000.00	DWR
Design and Engineering		
Design (\$15/lf @ 6800lf-2000lf Valor=4800lf)	\$ 72,000.00	
Geotechnical Investigation and Retaining Wall Design	\$ 15,000.00	TBD - placeholder Curious whether MOA will fund this but have not yet heard from Ed S.
Bridge/Foundation Design	\$ 15,000.00	Needed only if bridge required (see line A37 for scenario if removed)
Permitting		
401/404 Permits	\$ 5,000.00	EFLAP MOA - delineated in BR tasks - TBD
NCDOT Encroachment (Div 11)	\$ -	EFLAP MOA - delineated in BR tasks
Local Site Plan Review (ToBR)	\$ -	EFLAP MOA - delineated in BR tasks
FEMA/Floodplain	\$ 7,000.00	EFLAP MOA - delineated in BR tasks
State Erosion Control (\$65/acre, est. 6.5 acres LD)	\$ 422.50	EFLAP MOA - delineated in BR tasks
Bidding Phase		
Bid Documents/Technical Specifications	\$ 8,000.00	DWR
Bid Process	\$ 5,000.00	DWR
Bid Assistance	\$ 3,000.00	DWR
Subtotal Needed	\$ 190,462.50	
If bridge removed from design (match wash, -\$15K)	\$ 175,462.50	
If eliminate culvert crossings on BRP property	\$ 170,462.50	
Total from MOA	\$ (10,000.00)	NEPA
Total from Admin in MOA	(\$7,422.50)	Permitting
Total from DWR Grant (WP/EE Request)	\$ (38,000.00)	Environmental (no NEPA), topo, design
Gap Funding Needed	\$ 115,040.00	

*does not include wetlands mitigation costs of \$510 per LF at a 3:1 ratio (\$1530 per LF above 150LF and 1/10 acre)

12,422.50



TOWN OF BLOWING ROCK

1036 Main Street • Post Office Box 47 • Blowing Rock, NC 28605

MEMORANDUM

TO: Mayor Sellers and Members of the Town Council

FROM: Ed Evans, Town Manager

SUBJECT: #1) Bids - FY 2018-19 Capital Equipment
#2) Financing Proposals
#3) Budget Amendment Ord. 2018-14

DATE: October 9, 2018

1) BIDS – FY 2018-19 CAPITAL EQUIPMENT

Police: (2) Vehicles w/Equipment and Camera

Police Chief Tony Jones distributed request for proposals to law enforcement dealerships for bids for one (1) new 2018 Ford F-150 Police Responder (with emergency equipment) and one (1) new 2018 Police Interceptor SUV (with emergency equipment), which were included in the FY 2018-19 Budget as well as the Fleet Replacement Schedule.

Staff recommends that the bid be awarded to low bidder Asheville Ford (NC Sherriff's Association Procurement Program) for \$36,176.03 (F-150) and \$28,876.57 (SUV Interceptor), excluding graphics, emergency equipment including camera, tax, title and tags. Total for both vehicles including graphics, emergency equipment including camera, tax, title and tags would be approximately **\$87,250**.

Public Works- Street: New Toyota Truck and New Pavement Roller

Public Works and Utilities Director Mike Wilcox received quotes for a New 2019 Toyota Tacoma 4X4 Truck and New Pavement Roller, which were included in the FY 2018-19 Budget as well as the Fleet Replacement Schedule.

Staff recommends that the bid for the Toyota Truck be awarded to Modern Toyota of Boone for **\$30,200** (includes tax and tag).

The bid for the Pavement Roller is recommended to be awarded to low bidder Rol-Mol for **\$17,150** (does not include sales tax).

Parks & Recreation: New EZ Go Golf Cart and New Garage Door for Old Fire Bay

Parks and Recreation Director Jennifer Brown requested proposals for a New EZ Go Golf Cart which was included in the FY 2018-19 Budget.

Staff recommends that the bid be awarded to low bidder Carolina Golf Carts for a total of **\$9,999.80** (excluding sales tax).

Pricing was also received for a replacement garage door for the old fire bay storage area with the low quote coming from Ballard Doors, Inc. in the amount of **\$13,082** (excluding sales tax).

Planning & Inspections: Truck

Planning & Inspections Director Kevin Rothrock received bids for a 2019 Toyota Tacoma 4X4 truck which was included in the FY 2018-19 adopted budget and fleet replacement schedule.

Staff recommends the bid be awarded to low bidder Modern Toyota of Boone in the amount of **\$27,600** (including highway use tax and title).

Water/Sewer Plant Operations: Truck & Sewer Sludge Treatment Device

Public Works & Utilities Director Mike Wilcox requested bids for a 2019 Toyota Tacoma 4X4 truck and a Sewer Sludge Treatment Device which were included in the FY 2018-19 adopted budget and fleet replacement schedule.

Staff recommends the bid for the truck be awarded to low bidder Modern Toyota of Boone in the amount of **\$27,600** (including highway use tax and title).

A final plan for the sewer sludge treatment device is not yet in place, so final amounts needed is not yet know, so a maximum amount equal to the adopted budget of \$220,000 for this item was requested in the loan package.

2) FINANCING PROPOSALS

4 Year not to exceed \$438,500

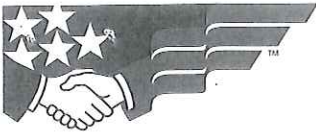
The Town of Blowing Rock has requested financing proposals from nine (9) area banks to finance the acquisition of capital vehicles approved in the FY 2018-19 Budget.

The responses received are as follows:

Bank	Rate	Fees
BB&T	3.06%	\$0.00
Bank of America	No Bid	No Bid
First Citizens Bank	3.15%	\$0.00
First National Bank	2.89%	Nominal fees associated with NC Secretary of State & NC DMV for recording of liens
Highlands Union Bank	No Bid	No Bid
PNC	No Bid	No Bid
SunTrust	3.241%	\$250.00
United Community Bank	3.06%	\$285.00
Wells Fargo	No Bid	No Bid

We recommend the financing bid be awarded to First National Bank for 2.89%.

3) Budget Amendment Ordinance 2018-14: To reallocate Capital budgets to match actual bids received/accepted. See attached.



First National Bank

2111 Blowing Rock Rd., Boone, NC 28607
864-839-2265

September 19, 2018

Ms. Nicole M. Norman, Finance Officer
Town of Blowing Rock
P O Box 47
Blowing Rock, NC 28605

Dear Ms. Norman:

The following is an indication of possible terms to be provided by First National Bank (the Bank), to the Town of Blowing Rock ("Borrower"). This is not a commitment letter; any loan commitment and final offering of terms are subject to approval by First National Bank.

Borrower: Town of Blowing Rock.

Amount: Not to exceed \$438,500.00

Proceeds: Loan proceeds will be used to finance various equipment considered as "2019 Capital Assets" for the Town of Blowing Rock, NC.

Rate/Term: 48 months at 2.89% fixed rate.

Qualified Tax Exempt Obligation: Borrower will certify that the contract will be assigned as a qualifying obligation under Section 265 of the Internal Revenue Code of 1986.

Origination Fee: Waived.

Fees payable to the NC Secretary of State and the NC Department of Motor Vehicles will be charged to secure the liens.

Repayment Term: Four years with four annual payments due November 1 of each year, beginning November 1, 2019.

Prepayment Penalty: There will no prepayment penalty.

Collateral: Security interests in the equipment being financed.

Financial Statements: Borrower will provide First National Bank with annual financial statements.

Contact Info for loan: Mary Louise Roberts
828-263-8911 (office) or 828-750-4206 (cell)

Thank you for the opportunity to discuss your financial needs. While the above is not a Loan Commitment, hopefully it will provide a framework for further discussions about this project. The interest rates and terms described above will expire on October 19, 2018 if not approved and accepted by Borrower and Bank.

Sincerely,
First National Bank



Mary Louise Roberts
Vice President

2018-2019
Budget Amendment Ordinance 2018-14

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Section 1. To amend the General Fund, the appropriations are to be changed as follows:

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10-20-4500-500	Capital Outlay- Street	\$ 62,000	\$ 14,650	\$ -	\$ 47,350
10-80-6100-500	Capital Outlay- Parks & Rec.	\$ 26,000	\$ -	\$ 3,080	\$ 29,080
10-40-4350-500	Capital Outlay- Planning & Insp.	\$ 30,000	\$ 2,400	\$ -	\$ 27,600
			<u>\$ 17,050</u>	<u>\$ 3,080</u>	

This will result in a net decrease of \$13,970 in the appropriations of the General Fund. As a result, the following revenue will be decreased.

<u>Acct. No.</u>		<u>Current Appropriation</u>	<u>Decrease</u>	<u>Increase</u>	<u>Proposed Appropriation</u>
10-60-3400-333	Proceeds for Long Term Debt	\$ 204,640	\$ 13,970	\$ -	\$ 190,670
			<u>\$ 13,970</u>	<u>\$ -</u>	

Section 2. To amend the Water/Sewer Capital Fund, the appropriations are to be changed as follows:

<u>Acct. No.</u>		<u>Current Appropriation</u>	<u>Decrease</u>	<u>Increase</u>	<u>Proposed Appropriation</u>
30-91-7120-500	Capital Outlay- Water Plant	\$ 255,000	\$ 7,400	\$ -	\$ 247,600
			<u>\$ 7,400</u>	<u>\$ -</u>	

This will result in a net decrease of \$7,400 in the appropriations of the General Capital Fund. As a result, the following revenue will be decreased.

<u>Acct. No.</u>		<u>Current Appropriation</u>	<u>Decrease</u>	<u>Increase</u>	<u>Proposed Appropriation</u>
30-60-3400-333	Proceeds from Long Term Debt	\$ 255,000	\$ 7,400	\$ -	\$ 247,600
			<u>\$ 7,400</u>	<u>\$ -</u>	

Section 3. Copies of this budget amendment shall be furnished to the Clerk to the Town Council and to the Finance Officer for their implementation.

Adopted this 9th day of October, 2018.

Attested by:

Charles Sellers, Mayor

Hilari Hubner, Town Clerk