

<p>VII.</p>	<p>BUSINESS MATTERS:</p> <ol style="list-style-type: none"> 1. TDA Bylaws and TDA Establishment Ordinance – Amendment 2. First Baptist Church – Request for Sidewalk/Parking Agreement 3. Ad Hoc Committee – Discussion 4. Financial Report 	<p>Planning Director Kevin Rothrock</p> <p>Planning Director Kevin Rothrock</p> <p>Planning Director Kevin Rothrock</p> <p>Finance Officer Nicole Norman</p>
<p>VIII.</p>	<p>OFFICIALS REPORTS & COMMENTS:</p> <ol style="list-style-type: none"> a. Mayor b. Council Members c. Town Attorney d. Town Manager 	<p>Mayor Charlie Sellers</p> <p>Council Members</p> <p>Alan Mosley</p> <p>Shane Fox</p>
<p>IX.</p>	<p>ADJOURNMENT/RECESS...<i>Mayor Charles Sellers entertains a motion and second to adjourn or recess the meeting.</i></p>	<p>Mayor & Council</p>

Town of Blowing Rock

Request for Council Action

FROM: Edith Nations, Blowing Rock ABC Store
SUBJECT: Travel Policy for the ABC Store
TO: Mayor and Council
DATE: July 9, 2019
REQUESTED BY:

Public Hearing Yes No Not required NA
Properly Advertised Yes No Not required NA

BACKGROUND:

In accordance with North Carolina General Statute 18B-700 (g2), the ABC Store must have a personnel travel policy in place. The travel policy must be approved by the board's appointing authority annually. Since the Town of Blowing Rock is the appointing authority for the ABC Board, it is necessary for the Blowing Rock Town Council to approve the policy. Also, as result of the Town of Blowing Rock being the appointing authority, the Town of Blowing Rock travel policy may be used. The ABC Board has requested the Town of Blowing Rock Board of Commissioners approve this policy for their use.

ATTACHMENTS: Town of Blowing Rock Travel Policy from the Employee Handbook Sec 15. Travel Expenses

STAFF RECOMMENDATION:

In accordance with North Carolina General Statute 18B-700 (g2), the ABC Store must have a personnel travel policy in place. The travel policy must be approved by the board's appointing authority annually. Since the Town of Blowing Rock is the appointing authority for the ABC Board, it is necessary for the Blowing Rock Town Council to approve the policy. Also, as result of the Town of Blowing Rock being the appointing authority, the Town of Blowing Rock travel policy may be used. The ABC Board has requested the Town of Blowing Rock Board of Commissioners approve this policy for their use.

PRELIMINARY REPORT FOR FISCAL YEAR 2018-2019

TO: TOWN OF BLOWING ROCK BOARD OF COMMISSIONERS

FROM: Hilari H. Hubner, TAX COLLECTOR

DATE: JULY 2, 2019

In accordance with NCGS 105-373(a)(1)(a&b), I respectfully submit the following Report:

Attached to this Report is (1) a list of the persons owning real property whose taxes for 2018 remain unpaid, along with the principal amount owed by each person; and (2) a list of the persons not owning real property whose personal property taxes for 2018 remain unpaid, along with the principal amount owed by each person.

In compliance with NCGS 105-373(a)(3), attached hereto is a Report entitled "Settlement for Current Taxes for Fiscal Year 2018-2019" dated July 2, 2019 setting forth my full settlement for all taxes in my hands for collection for the fiscal year 2018-2019.

Further, I hereby certify that I have made diligent efforts to collect the taxes due from the persons listed in such a manner that is reasonably necessary.

Respectfully submitted,

Hilari H. Hubner, Tax Collector

SWORN TO AND SUBSCRIBED BEFORE ME, THIS 9th DAY OF JULY, 2019.

NOTARY PUBLIC _____

My Commission Expires:

Report 1 in accordance with NCGS 105-373(a)(1)(a):

Persons Owning Real Property Whose Taxes for FY 2018-2019 Remain Unpaid

<u>Bill Number</u>	<u>Name</u>	<u>Account #</u>	<u>Levy</u>	<u>Penalty</u>	<u>Total Due</u>
14	Gorge View Club & Co	33436	\$ 82.46	\$ 5.37	\$ 87.83
31	Page, Barbara Weedon	90158	\$ 4,925.52	\$ 320.15	\$ 5,245.67
45	Sumerell, Martha J	98557	\$ 259.63	\$ 16.89	\$ 276.52
2968	Sumerell, Martha J	98557	\$ 191.31	\$ 12.41	\$ 203.72
2969	Sumerell, Martha J	98557	\$ 211.80	\$ 13.78	\$ 225.58
2970	Sumerell, Martha J	98557	\$ 225.47	\$ 14.65	\$ 240.12
2971	Sumerell, Martha J	98557	\$ 232.30	\$ 15.09	\$ 247.39
2972	Sumerell, Martha J	98557	\$ 252.80	\$ 16.46	\$ 269.26
77	Brower J Kenneth	113138	\$ 21.38	\$ 0.64	\$ 22.02
102	KCS Holdings LLC	125744	\$ 581.78	\$ 37.80	\$ 619.58
200	Scweitzer G M	157679	\$ 252.32	\$ 16.39	\$ 268.71
218	Ampko LLC	160519	\$ 229.52	\$ 14.91	\$ 244.43
233	American Investment Services	162488	\$ 367.08	\$ 23.84	\$ 390.92
234	American Investment Services	162488	\$ 240.54	\$ 15.61	\$ 256.15
292	Griffin, John C JR	1065515	\$ 1,742.68	\$ 113.27	\$ 1,855.95
297	Hodges, Glenn Dee	1078864	\$ 5.98	\$ 0.12	\$ 6.10
357	Triplett, Harold and Mary	1163302	\$ 451.82	\$ 29.38	\$ 481.20
419	Campbell, Monterey	1295583	\$ 504.26	\$ 32.77	\$ 537.03
431	Hartley, Gwyn and Clara	1329465	\$ 2,238.20	\$ 145.50	\$ 2,383.70
432	McLean, Arlon J	1330158	\$ 123.12	\$ 7.98	\$ 131.10
459	Wysor, Robert E IV and Deborah	1364314	\$ 1,529.50	\$ 99.41	\$ 1,628.91
468	Elkins, Nathaniel B and Doris	1374776	\$ 628.52	\$ 40.83	\$ 669.35
479	Brower, Elsa Tolley and James	1398585	\$ 11.62	\$ 0.36	\$ 11.98
488	Beverly, G W (Heirs)	1501048	\$ 20.14	\$ 1.30	\$ 21.44
599	Wright, Charles H. & Pauline M.	1513845	\$ 1,423.48	\$ 92.55	\$ 1,516.03
659	Carter, Orian C.	1518896	\$ 2.69	\$ 0.10	\$ 2.79
729	Dunlap, Jane Fonvielle	1524738	\$ 850.82	\$ 55.30	\$ 906.12
774	Donna Halstead Personal Trust	1532715	\$ 886.54	\$ 57.63	\$ 944.17
801	Puckett, Joel Scott	1536149	\$ 545.30	\$ 35.45	\$ 580.75
3030	Deal, Wilson E.	1536258	\$ 106.02	\$ 6.92	\$ 112.94
974	Aspen Gate Corp	1553424	\$ 1.03	\$ 0.06	\$ 1.09
1152	Triplett, Harold Gene	1577395	\$ 723.90	\$ 47.06	\$ 770.96
1170	Akins, E W	1579198	\$ 3.70	\$ 0.15	\$ 3.85
1316	Buck, Pauline K	1596038	\$ 4.47	\$ 0.15	\$ 4.62
1377	Hernandez, Carlos	1600886	\$ 4,510.22	\$ 293.18	\$ 4,803.40
1434	S & A Acquisitions LLC	1604602	\$ 9,776.26	\$ 635.45	\$ 10,411.71
1452	S & A Acquisitions NO 2 LLC	1606496	\$ 1,539.38	\$ 100.09	\$ 1,639.47
1478	Moss, R Giles	1609137	\$ 34.12	\$ 1.04	\$ 35.16
1501	Triple Tree Development LLC	1610533	\$ 831.44	\$ 54.07	\$ 885.51
1502	Triple Tree Development LLC	1610533	\$ 777.10	\$ 50.52	\$ 827.62
1503	Triple Tree Development LLC	1610533	\$ 745.18	\$ 48.44	\$ 793.62
1504	Triple Tree Development LLC	1610533	\$ 381.90	\$ 24.80	\$ 406.70
1505	Triple Tree Development LLC	1610533	\$ 404.32	\$ 26.27	\$ 430.59
1506	Triple Tree Development LLC	1610533	\$ 852.34	\$ 55.39	\$ 907.73
1548	Green, Donald S	1613209	\$ 567.72	\$ 36.91	\$ 604.63
1584	Taylor Holdings LLC	1614793	\$ 1,718.36	\$ 111.71	\$ 1,830.07
1737	Deloache, Thomas Bayard	1626615	\$ 1,222.08	\$ 79.46	\$ 1,301.54
1949	Sullivan, Gerald D	1644926	\$ 34.04	\$ 1.30	\$ 35.34
1959	Watts, Smith	1645479	\$ 2.66	\$ 0.17	\$ 2.83
2152	Schero Holdings LLC	1731658	\$ 1.49	\$ 0.06	\$ 1.55
2294	Joy Stone, LLC	1744777	\$ 37.42	\$ 1.12	\$ 38.54
2359	Irrevocable Raymond Family Trust	1748893	\$ 32.27	\$ 1.20	\$ 33.47
2475	Muscari, John Patrick	1753860	\$ 3,856.24	\$ 250.64	\$ 4,106.88
2590	Nathan, Daniel	1761189	\$ 604.20	\$ 39.26	\$ 643.46
2612	239 Sunset, LLC	1762078	\$ 3,727.80	\$ 242.32	\$ 3,970.12

Report 1 in accordance with NCGS 105-373(a)(1)(a):

Persons Owning Real Property Whose Taxes for FY 2018-2019 Remain Unpaid

<u>Bill Number</u>	<u>Name</u>	<u>Account #</u>	<u>Levy</u>	<u>Penalty</u>	<u>Total Due</u>
2619	Smith, Sally Beard	1762158	\$ 1,209.16	\$ 78.60	\$ 1,287.76
2632	Brackett, Kim M	1762361	\$ 2,014.00	\$ 130.94	\$ 2,144.94
2766	Watts, Charles E	1765636	\$ 1,148.74	\$ 74.69	\$ 1,223.43
2803	Beacon Construction AND	1767899	\$ 577.98	\$ 37.54	\$ 615.52
2834	Henry, Gregory Lane	1768645	\$ 1.90	\$ 0.10	\$ 2.00
2835	Brackett, Kim	1768669	\$ 197.60	\$ 12.83	\$ 210.43
		Total	\$ 56,683.62	\$ 3,678.38	\$ 60,362.00

Report 2 in accordance with NCGS 105-373(a)(1):

Persons Not Owning Real Property Whose Taxes for FY 2018-2019 Remain Unpaid

<u>Bill Number</u>	<u>Name</u>	<u>Account #</u>	<u>Levy</u>	<u>Penalty</u>	<u>Total Due</u>
3028	Cisco Systems Capital Corp	1599595	\$ 10.64	\$ 0.69	\$ 11.33
1694	Glowienka, Timothy J	1624184	\$ 5.70	\$ 0.35	\$ 6.05
1702	Codeit Web Design INC	1624357	\$ 13.95	\$ 0.88	\$ 14.83
2113	WA Reality INC	1730472	\$ 10.68	\$ 0.69	\$ 11.37
2329	Knight, Daniel W.	1748005	\$ 9.15	\$ 0.60	\$ 9.75
2347	Blowing Rock Resort Venture LLC	1748685	\$ 7.82	\$ 0.24	\$ 8.06
2358	SBW Foods Incorporated	1748885	\$ 160.09	\$ 10.40	\$ 170.49
2564	Cousins And Construction Corp	1760478	\$ 5.64	\$ 0.35	\$ 5.99
2936	New Castle Carpentry INC	1774964	\$ 5.17	\$ 0.34	\$ 5.51
		TOTAL	\$ 228.84	\$ 14.54	\$ 243.38

**SETTLEMENT FOR DELINQUENT TAXES FOR TAX YEAR 2009-2017
FISCAL YEAR 2018-2019**

TO: TOWN OF BLOWING ROCK BOARD OF COMMISSIONERS

FROM: Hilari H. Hubner, TAX COLLECTOR

DATE: July 2, 2019

CHARGES TO TAX COLLECTOR:

1. Total amount of all delinquent taxes placed in the Tax Collector's hands for collection of the 2018 tax year.	\$ 173,659.78
2. All late listing penalties and costs charged by the Tax Collector:	\$ 845.14
3. All interest on taxes charged by the Tax Collector:	\$ 31,520.58
Total Charges:	<u>\$ 206,025.50</u>

CREDITS TO THE TAX COLLECTOR:

1. All sums deposited by the Tax Collector to the credit of the Town:	\$ 109,115.57
2. Releases allowed by the governing body (including refunds and reductions in valuations):	\$ 1,134.09
3. The principal amount of taxes constituting liens against real and personal property:	\$ 67,998.03
4. The interest and charges amount outstanding on taxes constituting liens against real and personal property:	\$ 27,777.81
Total Credits:	<u>\$ 206,025.50</u>

Respectfully submitted,

Hilari H. Hubner, Tax Collector

SWORN TO AND SUBSCRIBED BEFORE ME, THIS 9th DAY OF JULY, 2019

NOTARY PUBLIC _____

My Commission Expires:

FY 2018-2019 BREAKDOWN OF SETTLEMENT FOR DELINQUENT TAXES FOR TAX YEARS 2009-2017

Charges to the Tax Collector:

Year	Beginning Balance	Levy Added	Total Tax placed in the Tax Collector's Hands for Collection	Interest Assessed	Charges Assessed
2017	\$ 38,944.00	\$ -	\$ 38,944.00	\$ 4,141.50	\$ 2.22
2016	\$ 23,363.09	\$ -	\$ 23,363.09	\$ 3,291.32	\$ 297.47
2015	\$ 7,291.09	\$ -	\$ 7,291.09	\$ 1,146.34	\$ 12.80
2014	\$ 6,559.94	\$ -	\$ 6,559.94	\$ 1,440.65	\$ 5.35
2013	\$ 34,550.38	\$ -	\$ 34,550.38	\$ 2,989.05	\$ 34.89
2012	\$ 17,852.66	\$ -	\$ 17,852.66	\$ 2,291.63	\$ 248.98
2011	\$ 17,129.82	\$ -	\$ 17,129.82	\$ 5,273.19	\$ 188.51
2010	\$ 17,910.46	\$ -	\$ 17,910.46	\$ 8,736.21	\$ 4.92
2009	\$ 10,058.34	\$ -	\$ 10,058.34	\$ 2,210.69	\$ 50.00
TOTALS:	\$ 173,659.78	\$ -	\$ 173,659.78	\$ 31,520.58	\$ 845.14

Credits to the Tax Collector:

Year	Total Amount Deposited	Releases and Write Offs	Principal Amount of Tax Constituting Liens on Real/Personal Property	Interest/charge Outstanding	Total due
2017	\$ 15,883.28	\$ -	\$ 23,556.06	\$ 3,648.38	\$ 27,204.44
2016	\$ 11,594.84	\$ 23.16	\$ 12,042.87	\$ 3,291.01	\$ 15,333.88
2015	\$ 4,297.58	\$ -	\$ 3,108.71	\$ 1,043.94	\$ 4,152.65
2014	\$ 3,746.78	\$ -	\$ 2,986.24	\$ 1,272.92	\$ 4,259.16
2013	\$ 31,672.88	\$ 40.03	\$ 3,861.49	\$ 1,999.92	\$ 5,861.41
2012	\$ 15,694.38	\$ 363.15	\$ 2,552.56	\$ 1,783.18	\$ 4,335.74
2011	\$ 11,289.04	\$ 274.20	\$ 6,385.28	\$ 4,643.00	\$ 11,028.28
2010	\$ 6,693.31	\$ 206.98	\$ 11,508.25	\$ 8,243.05	\$ 19,751.30
2009	\$ 8,243.48	\$ 226.57	\$ 1,996.57	\$ 1,852.41	\$ 3,848.98
TOTALS:	\$ 109,115.57	\$ 1,134.09	\$ 67,998.03	\$ 27,777.81	\$ 95,775.84

STATE OF NORTH CAROLINA

TOWN OF BLOWING ROCK

ORDER OF COLLECTION

TO THE TAX COLLECTOR OF THE TOWN OF BLOWING ROCK

You are hereby authorized, empowered, and commanded to collect the 2019 taxes set forth in the tax record files in the Town of Blowing Rock Tax Office and in the tax receipts herewith delivered to you, in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be a first lien upon all real property of the respective taxpayers in the Town of Blowing Rock and this order shall be a full and sufficient authority to direct, require, and enable you to levy on and sell any real or personal property of such taxpayers for and on account thereof, in accordance with law.

Witness my hand and official seal, this 9th day of July 2019.

MAYOR _____
Charlie Sellers

Attest:

Hilari H. Hubner, Town Clerk

**SETTLEMENT FOR CURRENT YEAR TAXES FOR
FISCAL YEAR 2018-2019**

TO: TOWN OF BLOWING ROCK BOARD OF COMMISSIONERS

FROM: Hilari H. Hubner, TAX COLLECTOR

DATE: JULY 2, 2019

CHARGES TO TAX COLLECTOR:

- 1. Total amount of all taxes placed in the Tax Collector's hands
For collection for the 2018 tax year: \$ 4,320,106.75
 - 2. All late listing penalties and costs charged by the Tax Collector: \$ 335.10
 - 3. All interest on taxes charged by the Tax Collector: \$ 13,626.71
- Total Charges: \$ 4,334,068.56**

CREDITS TO THE TAX COLLECTOR:

- 1. All sums deposited by the Tax Collector to the credit of the Town: \$ 4,260,361.24
 - 2. Releases allowed by the governing body (including refunds and reductions in valuations): \$ 13,101.94
 - 3. The principal amount of taxes constituting liens against real and personal property: \$ 56,912.46
 - 4. The interest and charges amount outstanding on taxes constituting liens against real and personal property: \$ 3,692.92
- Total Credits: \$ 4,334,068.56**

Respectfully submitted,

Hilari H. Hubner, Tax Collector

SWORN TO AND SUBSCRIBED BEFORE ME, THIS 9th DAY OF JULY, 2019

NOTARY PUBLIC _____

My Commission Expires:

Draft
MINUTES
Town of Blowing Rock
Town Council Special Meeting
June 3, 2019

The Town of Blowing Rock Board of Commissioners held a special meeting on Monday, June 3, 2019 at 8:30 a.m. The meeting took place at Town Hall located at 1036 Main Street, Blowing Rock. Present were Mayor Charlie Sellers, Mayor Pro-Tem Albert Yount, Council Members Jim Steele, Doug Matheson and Virginia Powell. Others in attendance were Interim Town Manager Jim Freeman, Town Engineer Doug Chapman from McGill Associates, Finance Officer Nicole Norman, Interim Public Works and Utilities Director Matt Blackburn, Fire Chief Kent Graham, Interim Police Chief Aaron Miller, Planning Director Kevin Rothrock, Building Inspector John Warren, Parks & Recreation Director Jennifer Brown and Town Clerk Hilari Hubner, who recorded the minutes. Council Member Sue Sweeting was unable to attend the meeting.

The purpose of the meeting was for Town Clerk, Hilari Hubner, to administer an oath-of-office to Town Manager Shane Fox. Additionally, the Mayor and majority of the Commissioners were present for town departments orientation briefings with Manager Fox.

MAYOR _____
Charlie Sellers

ATTEST _____
Hilari Hubner, Town Clerk

Draft
MINUTES
Town of Blowing Rock
Town Council Meeting
June 4, 2019

The Town of Blowing Rock Town Council held a Public Hearing followed by a Budget Work Session on Tuesday, June 4, 2019, at 6:00 p.m. to present the Proposed Budget to the public. The meeting took place at Town Hall located at 1036 Main Street, Blowing Rock, N.C. Present were Mayor Charlie Sellers, Mayor Pro-Tem Albert Yount and Council Members Jim Steele, Sue Sweeting, Doug Matheson and Virginia Powell. Others in attendance were Town Manager Shane Fox, Finance Officer Nicole Norman and Town Clerk, Hilari Hubner, recorded the minutes.

CALL TO ORDER

Mayor Sellers called the meeting to order at 6:00 p.m. and welcomed everyone.

PUBLIC HEARING

1. Recommended Budget for Fiscal Year 2019-2020

Mayor Sellers asked for a motion to go into Public Hearing. Council Member Matheson made a motion to open the Public Hearing, seconded by Council Member Powell. Unanimously approved.

Finance Officer Nicole Norman presented via PowerPoint an overview of the budget process, priorities of the budget in detail, revenue streams, expenses. Some of the highlights of the budget including a \$0.03 tax increase to be split in half for bond debt and operational costs, a COLA of 3% for wages/salaries, Employee Advancement & Educational Incentive Program, increase in water/sewer minimum rate, one time cost for Code of re-codification, payment to Watauga County of 70% of the Ad Valorem vs. Per Capita sales tax proceeds, continued funding of the School Resource Officer, replacement funding for two Police vehicles, various facility improvements, reserve funding for Memorial Park and Devant field restroom upgrades and restroom construction for Annie Cannon Garden. Ms. Norman explained meetings were held with department heads and Council to discuss upcoming needs for the FY 2019-2020 Budget and the proposed budget was originally presented to Council May 28th. Ms. Norman advised two (2) separate work sessions were planned, the first following the budget presentation and the other was June 18th to discuss details associated with the budget. **Attachment FY 2019-2020 Budget PowerPoint – Attachment A**

Mayor Sellers asked for Public Comment.

Mr. Tim Gupton presented a PowerPoint Presentation with his observations regarding the FY 19-20 Budget. **Tim Gupton’s PowerPoint -Attachment B**

47 Council Member Steele made a motion to close the Public Hearing, seconded by Council
48 Member Sweeting. Unanimously approved. No action was taken.

49
50 Council took a 15-minute recess before starting the Budget Works Session.

51
52 **DISCUSSION**

53
54 Town Manager Shane Fox reviewed each department's General Fund Expenditures.

55
56 Town Manager Fox reviewed in length the highlights in the FY 19-20 proposed budget.

57
58 Council discussed at length and detail, the purposed COLA, Employee Advancement &
59 Educational Incentive Program, vehicles and equipment need for the various
60 departments.

61
62 Town Council discussed at length the needs of the Town, including operations, Capital
63 Improvement Plan, General Obligation Bond and the briefly the proposed tax increase.

64
65 Council directed staff to clarify and provide additional information on a few items that they
66 will discuss further at the next budget work session.

67
68 **OTHER BUSINESS**

69 None

70
71 **ADJOURNMENT**

72 At 9:00 p.m. Council Member Steele made a motion to recess the work session, seconded
73 by Council Member Powell. Unanimously approved. The meeting was recessed to
74 continue at 6:00 p.m. on June 18, 2019.

75
76

77 **MAYOR** _____
78 **Charlie Sellers**

ATTEST _____
Hilari Hubner, Town Clerk

79

80 **ATTACHMENTS**

81 **FY 2019-2020 Budget PowerPoint - Attachment A**

82 **Tim Gupton's PowerPoint – Attachment B**

83

Draft
MINUTES
Town of Blowing Rock
Town Council Meeting
June 11, 2019

The Town of Blowing Rock Town Council met in regular session on Tuesday, June 11, 2019, at 6:00 p.m. The meeting took place at Town Hall located at 1036 Main Street, Blowing Rock, N.C. Present were Mayor Charlie Sellers, Mayor Pro-tem Albert Yount and Council Members Jim Steele, Sue Sweeting, Doug Matheson and Virginia Powell. Others in attendance were Town Manager, Town Attorney Allen Moseley, Town Engineer Doug Chapman from McGill Associates, Finance Officer Nicole Norman, Interim Public Works and Utilities Director Matt Blackburn, Fire Chief Kent Graham, Interim Police Chief Aaron Miller, Planning Director Kevin Rothrock, Building Inspector John Warren, Parks & Recreation Director Jennifer Brown and HR Administrator Tonda Spear, who recorded the minutes. Town Clerk Hilari Hubner wasn't present but wrote the minutes.

CALL TO ORDER

Mayor Sellers called the meeting to order at 6:00 p.m. and welcomed everyone.

THE PLEDGE OF ALLEGIANCE

REGULAR AGENDA ADOPTION

Council Member Steele made a motion to adopt the agenda, seconded by Council Member Powell. Unanimously approved.

MINUTE APPROVAL

Council Member Sweeting made a motion to approve the open and closed session minutes from the May 13, 2019 Special Meeting, seconded by Council Member Matheson. Unanimously approved.

Council Member Steele made a motion to approve the minutes from the May 14, 2019 Regular Council Meeting, seconded by Council Member Matheson. Unanimously approved.

SPEAKERS FROM THE FLOOR

Mayor Sellers reminded everyone that the Public Hearing for Rainey Lodge was over and could not be discussed during Public Comments.

Mark Crumpler, 215 Morningside Drive, advised he would like clarification about the three-hour parking enforcement on Main Street. Mr. Crumpler explained his understanding was the three-hour parking was no longer being enforced. Mayor Sellers asked Interim Town Manager Jim Freeman to explain. Interim Manager Freeman advised there is currently a court case appeal regarding parking enforcement marking tires. He further explained he had spoken with Interim Police Chief Aaron Miller and was advised the Police Department was going to continue enforcing three-hour parking until they were

47 given further legal direction. Mr. Crumpler advised he had spoken with the parking
48 enforcement officer and he advised that basically his "chalk stick" had been taken from
49 him as he could no longer mark tires. Mr. Crumpler further advised that the "word is out"
50 and the parking is being abused three times worse than it ever had been before. Mr.
51 Crumpler stated he had an employee from one of the restaurants parked in front of his
52 building every day for eight hours each day. He stated this was a real problem. Manager
53 Fox stated he had spoken with Interim Police Chief Miller and as for as he was concerned
54 the parking is enforceable and will continue to be taken care of.

55
56 GiGi Poole, 147 Dogwood Lane, advised she would like to speak about the Legacy Trail
57 closure. Ms. Poole advised the first time she noticed the closure was January 2nd of this
58 year. She explained she lives on Dogwood Lane, her neighborhood consists of Laurel
59 Park, Dogwood Lane and Quail Hollow. In that neighborhood there are at least seventy-
60 five (75) homes, which are now being forced to walk to Town in the middle of the street
61 instead of being able to access Legacy Trail from their neighborhood. Ms. Poole stated
62 money had recently been spent on improvements for Legacy Tail and now those seventy-
63 five (75) neighbors cannot use the trail. Ms. Poole advised on March 5th a meeting was
64 held at Town Hall with Interim Town Manager Freeman, Interim Police Chief Miller and
65 both of her neighbors on each side of her property also attended. She further advised in
66 the meeting Interim Police Chief Miller stated there has never been accident, injury or
67 incident for anyone coming off the stairs which have been there for seventy-five (75)
68 years. Ms. Poole explained she didn't understand why something that had worked for
69 seventy-five (75) years was now an issue. Ms. Poole advised further that she inquired
70 what the problem was and learned that it was because the Insurance company had been
71 asked to look at areas in Town and decided this location was unsafe. Ms. Poole asked
72 the question "who is running this Town, is it an insurance adjuster or a lawyer and are we
73 scared of these people". Ms. Poole explained the response she keeps getting is "we are
74 working on it" but would like to ask Council to help her out and get something done.

75
76 Mayor Sellers thanked the citizens for their input.

77
78 **PRESENTATION**
79 Chris Hatton and Elizabeth Young gave a presentation for the Hunger and Health
80 Coalition.

81
82 **CUP 2019-01 RAINEY LODGE HEARING**
83 Council Member Sweeting recused herself from this portion of the meeting.

84
85 Mayor Sellers asked the Public to please respect what Council has to deal with in their
86 discussion and to please refrain from interjecting.

87
88 Council Member Matheson advised he would like to make a motion and read the
89 following:

90
91 "I would like to make a motion to approve the Application for a Conditional Use Permit
92 based on the evidence presented at the Quasi-Judicial hearings held on April 9, 2019 and

93 May 14, 2019. This Motion to Approve is based on the evidence presented at these
94 hearings and is set forth in the Applicant's Proposed Findings which were submitted to
95 our Town Council by the Applicant's attorney. I will reference in my motion the numbered
96 paragraphs and subparagraphs in the Applicant's Proposed Findings. The evidence
97 presented supports the following Findings:
98

- 99 1. The Applicant's Application is complete, based on the testimony of Town
100 Planning Director, Kevin Rothrock.
- 101 2. The use or development is located, designed and proposed to be operated so as
102 to maintain or promote the public health, safety and general welfare. In support
103 of this Finding, I would rely upon and refer to paragraph 2, subparagraphs 1-9
104 which are set forth in the Applicant's Proposed Findings.
- 105 3. The use or development complies with all required regulations and standards of
106 the Land Use Ordinance and with all other applicable regulations. In support of
107 this Finding, I would rely upon paragraph 3, subparagraphs 1-14 of the
108 Applicant's Proposed Findings.
- 109 4. This use or development is located, designed, and proposed to be operated so
110 as to be compatible with the particular neighborhood in which it is located. In
111 support of this Finding, I would rely upon paragraph 4, subparagraphs 1-12 of the
112 Applicant's Proposed Findings.
- 113 5. The use or development will not substantially injure the value of adjoining or
114 abutting property. In support of this Finding, I would rely upon paragraph 5,
115 subparagraphs 1-9 of the Applicant's Proposed Findings.
- 116 6. The use or development conforms with the general plans for the physical
117 development of the Town as embodied in this Ordinance, the Town of Blowing
118 Rock Comprehensive Plan, and any other duly adopted plans of the Town. In
119 support of this Finding, I would rely upon paragraph 6, subparagraphs 1-6 of the
120 Applicant's Proposed Findings.
121

122 I would further move that the proposed Town of Blowing Rock Conditional Use Permit as
123 drafted by the Town Planning Director and made a part of our record be approved, subject
124 to the following specific conditions.
125

- 126 1. That approval of this permit will be conditioned upon the restriction that due to the
127 classification of Morningside Drive under our Code of Ordinances, all deliveries
128 made to the Project after completion will be limited to trucks having no more than
129 2 axles.
- 130 2. The prior to commencement of any land disturbing activity, the applicant shall
131 provide a performance bond or payment to the Town to cover 125% of the
132 Applicant's estimated costs, as approved by the Town Engineer, of the installation
133 of the Project's storm water drainage facilities, water and sewer utilities, sidewalks,
134 full site-stabilization, the proposed Project landscaping, and restoration of all
135 excavated areas to pre-disturbance grade level, to be used by the Town as
136 recommended by the Town Engineer and the Town Planning Director based upon
137 progress of completion of the Project at the time the performance bond or payment
138 is utilized.

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Council Member Steele seconded the motion for discussion, he advised he would like to suggest adding to the motion requiring a finished landscape plan. Council Member Powell advised she thought that was already included. Town Attorney Allen Moseley confirmed that was already included in what had been submitted from the applicant.

Council Member Powell asked about noise ordinance and how it will be controlled. Manager Fox advised the current ordinance for food/beverage consumption is 12am-7am and music/loud noise/dumping trash and/or recycling is 11pm-7am. Council Member Powell further asked if there would be a different ordinance for this neighborhood. Planning Director Kevin Rothrock advised the noise ordinance if Town wide.

Council Member Powell briefly discussed with Mr. Rothrock the storm drain plan.

Council Member Steele addressed the crowd and advised when CUP's come before Council, Council Members are bound by what the Town's ordinances are and what the laws are. He further advised Council doesn't get to pick and choose which ones they like and which ones they don't like. Council Member Steele advised the applicant owns the property and has met all the criteria that the Town's ordinances require. Council Member Steele stated the Town is going to have to be diligent to make sure all the conditions are followed, that the contractors and sub-contractors are not parking on the street and blocking access to an already very narrow street. Council Member Steele explained he wanted the public to understand that Council had a difficult task during their deliberation. They had to look out for all stakeholders and make sure everyone's rights are met. He further explained it's not only the right thing to do, but also according to the Town ordinances and the law.

Mayor Pro-Tem Yount advised he had known the applicant, Mr. Stephen Barker, for a long time and that he was a good person. He further commended Mr. Walter Fields for being equally as good and that he just had a difference of opinion from them. Mayor Pro-Tem Yount stated he felt the building was too high up in the air and too massive for that location. He further stated in his opinion he felt it was a cross between Sugar Top and Helen, Ga. Mayor Pro-Tem Yount advised he would be willing to help in any way he could to make this project the best it can be for our Town and to work together. He further advised he is counting on Mr. Barker to do all the things he says will be done.

Mayor Sellers advised politics is new to him as he has always known the business side and when it came to this situation with Council Member Sweeting it greatly disappointed him as well as all the Council Members. He further advised he felt that all Council had learned a valuable lesson; we have rules, ordinances and protocol that must be followed. Council must represent everyone and had to follow the letter of the law. Mayor Sellers stated a lot of sleep has been lost over this process. He further stated he concurred with Mayor Pro-Tem Yount that he hoped the applicant would follow through and go above and beyond with what the project should look like.

184 Council Member Powell stated that unfortunately this project has brought out the worse
185 in some of us. She further stated as we move forward she expected Rainey Lodge to be
186 a good neighbor and she would be a good neighbor to Rainey Lodge. Council Member
187 Powell advised this is an opportunity for this side of Town to blossom and Rainey Lodge
188 will be part of that. She further advised with all the new sidewalks and trails connecting
189 all over Town it's a great opportunity to make Town a walkable place. Council Member
190 Powell stated she would like to ask for people to welcome this new development and
191 move forward together with this opportunity of growth.

192
193 With no further comments the motion stood. For the motion: Council Members Matheson,
194 Steele and Powell. Against the motion: Mayor Pro-Tem Yount. Motion was passed.

195 **Attachment A - CUP 2019-01 RAINEY LODGE**

196
197 Council took a ten (10) minute recess.

198
199 Council Member Sweeting re-entered the Meeting.

200
201 **AGENDA ITEMS:**

202
203 **1. Financial Report**

204 Finance Officer Nicole Norman gave the Financial report for May 2019. Council had no
205 questions or concern and thanked Ms. Norman for the update.

206
207 **2. Ordinance Amendment – Chapter 13 Cemeteries Article IV**

208 Manager Fox advised per Council's April 9, 2019 meeting direction, a proposed
209 amendment to the Town's two cemetery ordinances, 13-18 and 13-19 had been
210 requested by several Council Members to amend the current ordinance to allow upright
211 headstones. Manager Fox further advised he and Interim Public Works Director Matt
212 Blackburn discussed and researched and come up with some proposed changes to allow
213 upright single and double markers. Manager Fox stated currently the only section in the
214 cemetery that allows upright headstones is section one.

215
216 Manager Fox explained the dimensions and had a visual drawing for Council to refer to.
217 Manager Fox further explained from a maintenance standpoint, this change does not
218 require any additional up keep.

219
220 Council Member Matheson asked if this passed and someone who currently has a
221 headstone wanted to change to an upright headstone if they could do so. Manager Fox
222 advised that could be done.

223
224 Council Member Powell asked to put in the ordinance that the owner of the plot can
225 change to an upright headstone if they wish to at their expense.

226
227 **3. Council Member Steele made a motion to approve with the change requested by**
228 **Council Member Powell, seconded by Council Member Sweeting. Unanimously**

approved. **Attachment B - Ordinance Amendment – Chapter 13 Cemeteries
Article IV**

OTHER BUSINESS

- Mayor Sellers – Gave an update on the newly planted trees on Valley Blvd. Cullie Tarrleton, a DOT Board Member and resident, advised approximately fifty (50) dead and/or dying trees will be removed ASAP. The new trees will begin being replaced on September 15th and completed on December 15th of this year. This does include all the median as well. The contract for warranty will be effective December 15th and will be for 18 months. Between this time, if any trees die DOT will have to replace them. Mr. Tarrleton is checking into the mowing, currently he thinks the contractors are supposed to keep Valley Blvd mowed every ten days and thinks it will be mowed until December, but Mr. Tarrleton will make sure that is correct.
- Council Member Sweeting - the Land Use Ad Hoc committee’s met twice, and both meetings were very productive. Currently they are working on their scope for their purpose. It was decided the best interest of the Town is to hire someone to help with the process. The Comprehensive Plan will be used as the core and have them look at the plan from Main Street, Sunset and Valley Blvd. The hope is to have them give options, present the suggestions to the community and let the community decide what they want. Also hope to have provided what ordinances need to be changed to protect what the community wants. Currently the committee is in the process of looking for someone, getting quotes and once those tasks are completed can look for funding.
- Council Member Matheson – the shuttle has had 129 riders so far, the past weekend had a low attendance, but that was due to the weather. Manager Fox, Mayor Sellers and Council Member Matheson will be having a conference call to discuss the upcoming proposal for Short Term Rentals. Currently a group in North Carolina Real Estate and online companies that are trying to have language that would allow short term rentals everywhere. Trying to fight it and asked if anyone would like to oppose it let Senator Ballard or Representative Russell know.

Manager Fox briefed Council on the following:

- Thanked Police, Fire, Public Works, Street, Waste Water and Sanitation Departments for their hard work and approximate 100 hours of over time spent over the weekend with the large amount of rain fall. There were a few incidents that were able to quickly be rectified.
- Reminded about the upcoming Budget Work Session meeting on Monday, June 18th at 6 p.m.

271 **EXECUTIVE SESSION**

272 At 7:30 p.m. Council Member Powell made a motion to go into Closed Session pursuant
273 to NCGS 143-318.10 (a) (5), seconded by Mayor Pro-Tem Yount. Unanimously
274 approved. Council directed Manager Fox to finalize and execute an agreement with
275 Skyline Skybest to have a hub in Blowing Rock for internet, tv and phone service.

276
277 **ADJOURNMENT**

278 There being no further business to discuss, Council Member Sweeting made a motion to
279 adjourn at 8:00 p.m., seconded by Council Member Steele. Unanimously approved.

280

281

282 **MAYOR** _____
283 **Charlie Sellers**

ATTEST _____
Hilari Hubner, Town Clerk

284

285

286 **ATTACHMENTS**

287 **Attachment A - CUP 2019-01 RAINEY LODGE**

288 **Attachment B - Ordinance Amendment – Chapter 13 Cemeteries Article IV**

Draft
MINUTES
Town of Blowing Rock
Town Council
Budget Work Session
June 18, 2019

The Town of Blowing Rock Town Council held their budget work session on Tuesday, June 18, 2019. The work session was held at Town Hall located at 1036 Main Street, Blowing Rock. Present were Mayor Charlie Sellers, Mayor Pro-tem Albert Yount, Council Members Sue Sweeting, Jim Steele and Virginia Powell. Others in attendance were Town Manager Shane Fox, Finance Officer Nicole Norman, and Town Clerk Hilari Hubner, who recorded the minutes. Council Member Doug Matheson was unable to attend the meeting.

CALL TO ORDER

Mayor Sellers called the meeting to order at 6:00 p.m.

Council Member Steele made a motion to approve the Agenda, seconded by Mayor Pro-Tem Yount. Unanimously approved.

DISCUSSION

Town Manager Fox reviewed the budget outline and discussed with Council at length, requested revisions to the proposed budget. Some items discussed in detail were:

- Removal of funding for the Annie Cannon restroom reserve allocation. Instead add a Port-a-John to get an idea of the usage in that location
- Removal of funding for the Davant Field restroom reserve allocation
- Removal of the requested water truck replacement. The truck will be replaced with a truck from Public Works that will be available in the spring.
- Removal of funding for the Police/Parks and Recreation building redesign
- Removal of replacement of the Parks and Recreation mini bus. Instead repair of the existing mini bus
- Removal of the Ventrac Mower purchase and move to FY 20-21
- Remove of the Public Works tractor replacement. Instead repair the existing tractor
- Funding was added for the STR Helper Contract
- Reduction in Insurance & Bonds expense due to quotes received
- Removal of Class and Pay Study
- Remove Employee Education/Incentives Program, convert to merit pay with 1% going into reserve to be implemented when a merit program has been developed and a 2% COLA
- Reduce contract cleaning service for Memorial Park restrooms due to steam cleaner purchase

- 46 • Tax Rate reduced from a .03 cent increase to .01 cent making the tax rate .39
47 cents per 100-dollar evaluation
48 • Pool fee rate increase for non-tax payers
49

50 **ADJOURN**

51 At 9:05 p.m. Council Member Sweeting made a motion to adjourn the work session,
52 seconded by Council Member Powell. Unanimously approved.
53

54
55 **MAYOR** _____ **ATTEST** _____
56 **Charlie Sellers** **Hilari Hubner, Town Clerk**
57

58
59 **ATTACHMENTS**

60 **Budget Change Directives Summary & Impacts - Attachment A**
61

Draft
MINUTES
Town of Blowing Rock
Town Council Mid-Year Retreat
June 24, 2019

The Blowing Rock Town Council held a Budget Adoption and Mid-Year Retreat meeting on Monday, June 24, 2019. The retreat was held at Town Hall located at 1036 Main Street, Blowing Rock, NC. Present were Mayor Charlie Sellers, Mayor Pro-tem Albert Yount and Council Members Jim Steele, Sue Sweeting, Doug Matheson, and Virginia Powell. Others in attendance were Town Manager Shane Fox, Finance Officer Nicole Norman, Planning Director Kevin Rothrock and Town Clerk Hilari Hubner, who recorded the minutes.

Call to Order

Mayor Sellers called the meeting to order at 1:00 p.m.

Council Member Powell made a motion to approve the agenda, seconded by Council Member Sweeting. Unanimously approved.

Consent Agenda

1. Budget Amendment Ordinance #2019-06

Budget Amendment Ordinance to account for various items. **Budget Amendment Ordinance #2019-06 – Attachment A**

Council Member Sweeting made a motion to approve the consent agenda as presented, seconded by Council Member Matheson. Unanimously approved.

Proposed Fee Schedule Amendment – Pool Rates

Council Member Powell advised she felt the pool rate should be doubled for non-tax payers and be effective July 1, 2019. Council Member Matheson advised the problem he had was he felt it was unfair to the Blowing Rock School children because most of those kids don't live inside the city limits. He further stated there is always going to be a higher non-tax payer attendance to the pool because not many children live inside the city limits.

After further discussion, Council Member Steele made a motion to approve the amendment to the pool fees, seconded by Council Member Powell. Unanimously approved.

2019-2020 Budget Adoption

Manager Fox reviewed the 2019-2020 Budget and what was discussed at the two Budget workshops.

Council Member Sweeting made a motion to approve the budget ordinance as presented, seconded by Mayor Pro-Tem Yount. Council Member Powell advised she

47 would like to go back to the pool fees to discuss further. She explained after thinking
48 about it she had an idea to allow Blowing Rock School kids to show their report card at
49 the pool and be able to get the tax payer rate at the pool. Council discussed, and the
50 majority liked the idea. Council also discussed if this should include parents or just the
51 children, the majority was in favor of just the children being offered the benefit. Council
52 discussed going forward this year but discussing in more detail at the January Retreat
53 how to go forward with the pool fees in the future.

54

55 Council Member Powell made a motion to amend the motion regarding pool fees to
56 allow Blowing Rock School children to show their report card and get the tax payer rate
57 for pool passes, seconded by Council Member Matheson. In favor of the motion:
58 Council Members Powell, Matheson, Steele and Mayor Pro-Tem Yount; Against the
59 motion: Council Member Sweeting. Motion passed.

60

61 After the amendment to the pool fees, Council re-voted on the Budget. Council Member
62 Matheson made a motion to approve the FY 2019-2020 Budget ordinance, seconded by
63 Council Member Steele. Unanimously approved. **FY 2019-2020 Budget –**

64 **Attachment B**

65

66 **Discussion Topics**

67

68 **Sunset Streetscape Project**

69 Town Manager Shane Fox gave an update on the Sunset Drive Streetscape Project's
70 current progress. Streetscape to date is approximately 15% complete, Water is
71 approximately 1% complete and sewer work is at approximately 83% completed. Mr. Fox
72 advised the majority of the work has been focused on sewer. Mr. Fox further advised the
73 project is moving along on schedule.

74

75 Planning Director Kevin Rothrock mentioned the contractor has been very diligent in
76 working with property owners along the construction areas providing a cost estimate for
77 additional sewer taps, water taps or sprinkler connections.

78

79 Council discussed the "bump outs" in front of First Baptist Church and asked Manager
80 Fox to get a memorandum of understanding signed and in place with the church for who
81 is responsible.

82

83 Manager Fox advised one of the main issues of the project, which has somewhat been
84 resolved, was the dust. Mr. Rothrock advised during a meeting it was discussed that
85 speeding in the construction area was stirring up the dust. Manager Fox stated temporary
86 speed bumps as well as parking a police car on the street had help control the speeding.

87

88 Council Member Powell suggested better communication with the property owners on the
89 progress of the project. She suggested meeting with the owners or sending an email
90 periodically to inform them of updates and/or progress updates.

91

92 **ST Rentals/Planning**

93 Mr. Rothrock advised his department had sent out a letter and application packet to
94 approximately 125 residents who have been renting short term. The purpose was to let
95 those areas know the ordinance that was adopted by Council last summer. The
96 application is to be filled out and send back to Planning and Inspections. The application
97 to be filled out by the owner, is to attest their property is in compliance.
98

99 Mr. Rothrock advised as far as enforcement, twenty-five (25) letters were sent out, out of
100 those six (6) appealed. The six (6) appeals were brought to Board of adjustment and one
101 was appealed from the Board of Adjustment to Superior Court, which is still pending.
102

103 **Bass Lake Sidewalk**

104 Manager Fox gave Council a briefly update on the progress. The project is moving
105 forward, but slowly. All Easements have now been obtained and now it lies with DOT's
106 legal department. The Easements were much more challenging to get than what was
107 first thought. Council Member Sweeting advised it was tentatively set to begin in
108 September. Council briefly discussed the process and possible time line.
109

110 **Board Appointments**

111 Council briefly discussed the Board Appointment process with Manager Fox. Council
112 Members felt they need to work on a way of encouraging more residents to apply for the
113 volunteer boards. Council Members suggested putting notice out a little sooner, it was
114 suggested to put notice in the October water bills as well as continue to advertise the way
115 it's been done in the past. Currently there are rules in the Town's ordinance for the
116 applicant's qualifications, but with the re-codification process getting ready to start it's the
117 perfect opportunity to update those rules.
118

119 **Watauga County**

120 Council briefly discussed funding sources needs from Watauga County as well as briefly
121 discussed the lease agreement with the County regarding Davant Field. Council asked
122 Manager Fox to discuss that agreement with the County. Council discussed the sales
123 tax distribution and agreed the current ad valorem method is much more beneficial to the
124 Town. Manager Fox advised he would like to work on building a strong relationship with
125 Watauga County for going forward, Council agreed.
126

127 **Town Manager Evaluation**

128 Council briefly reviewed with Manager Fox the Manager Evaluation form that was enacted
129 last fall.
130

131 **Other**

132 Council discussed briefly the Interconnect between Boone and Blowing Rock. The
133 consensus was for Manager Fox to meet with the Town of Boone's Manager to discuss
134 further.
135

136 Council briefly discussed the time-line for the remaining utilities on Valley Blvd to be
137 placed underground. Council agreed Senator Deanna Ballard really helped speed up
138 that process.

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Council Member Powell asked for an updated list of streets to be paved and have it updated for the citizens to have access to as well. Council Member Powell suggested a better communication effort be made between Council and the groups that are coming to Council with requests. Council discussed ways to better prepare these groups for what the Council’s expectations are before bringing their topic before Council.

Council briefly discussed the 2014 Comprehensive Plan. Planning Director Kevin Rothrock is in the process of working on updates. The plan is re-done every ten (10) years and updated every five (5) years.

Council briefly discussed and agreed to give Manager Fox until the January Retreat to get acclimated and start on the next set of goals.

Manager Fox gave an update on the Legacy Trail – after taking numerous trips to review with different departments, the state has agreed to allow the Town to put Pedestrian Signage up both ways near the steps at the trail. DOT should be coming within the week look at potentially painting a crosswalk. Also, if a handrail needs to be added to the steps that would be a cost to the Town. Mr. Fox advised there isn’t a guarantee, but efforts are being made to find a solution to fix the issue at a low cost to the Town. Council thanked Manager Fox.

ADJOURN

At 4:00 P.M. with no further business to discuss, Council Member Sweeting made a motion to adjourn the meeting, seconded by Council Member Matheson. Unanimously approved.

MAYOR _____ **ATTEST** _____
Charlie Sellers **Hilari Hubner, Town Clerk**

ATTACHMENTS

Budget Amendment Ordinance 2019-06 – Attachment A
FY 2019-2020 Budget – Attachment B

Town of Blowing Rock

Request for Council Action

FROM: Dylan Powell, Town Intern; Cpt. Aaron Miller, Blowing Rock Police Department
SUBJECT: Blowing Rock Police Department Community Survey
TO: Mayor and Council
DATE: 9 July 2019
REQUESTED BY: Dylan Powell, Town Intern

Public Hearing Yes No Not required NA
Properly Advertised Yes No Not required NA

BACKGROUND:

The Blowing Rock Police Department (BRPD) will be sending a community survey via water bills sent out on 2 July 2019. The purpose of this survey is to evaluate the services provided by the BRPD and measure the public's perception of the BRPD. The responses will also help the BRPD prioritize resources and respond to the needs that are most important in the Town of Blowing Rock.

The survey will be sent out on 2 July 2019 and responses will be accepted until 31 July 2019.

Town Intern Dylan Powell will be responsible for coding responses and producing appropriate statistics concerning responses.

A copy of the survey is attached for your information.

ATTACHMENTS:

1. A copy of the Blowing Rock Police Department Community Survey

STAFF RECOMMENDATION:

No staff recommendation is necessary.



Blowing Rock Police Department Community Survey



If you have any questions, contact us at
(828) 295-5210 c/o Interim Chief Aaron Miller, or at
amiller@townofblowingrocknc.gov

Please **circle** your responses.

1. The Town of Blowing Rock is a safe place to visit, work, and live.
a. True b. False
2. How much do you agree with the following statements?
 - The Town of Blowing Rock’s Police Officers act professionally.
a. Strongly Disagree b. Disagree c. Agree d. Strongly Agree
 - The Town of Blowing Rock’s Police Officers make people feel comfortable.
a. Strongly Disagree b. Disagree c. Agree d. Strongly Agree
 - The Town of Blowing Rock’s Police Officers respond to calls promptly.
a. Strongly Disagree b. Disagree c. Agree d. Strongly Agree
 - The BRPD is easily accessible by its Non-Emergency Line ((828) 295-5210).
a. Strongly Disagree b. Disagree c. Agree d. Strongly Agree
3. Have you interacted with a BRPD employee (Officer or Civilian) **in the past 24 months**?
a. Yes b. No

4. Check (✓) the degree that you believe these topics are a problem in Blowing Rock.

<u>Safety Topics</u>	<u>Not a Problem</u>	<u>Minor Problem</u>	<u>Major Problem</u>
Parking Violations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Property Crime	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Traffic Safety	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Violent Crime	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Drug/Alcohol Abuse	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

5. Which best describes your relation to the Town of Blowing Rock?
a. Permanent Resident b. Seasonal Resident c. Business Employee d. Visitor

6. Include any comments below (For more space, use the blank area on the back of this page).

7. (Optional) If you are willing to be contacted about these topics, leave your name and phone number here: _____



Blowing Rock Police Department Community Survey



If you have any questions, contact us at
(828) 295-5210 c/o Interim Chief Aaron Miller, or at
amiller@townofblowingrocknc.gov

The Officers and Staff at the Blowing Rock Police Department (BRPD) take pride in ensuring that the Town of Blowing Rock remains a safe and inviting place to live, work, and visit. Our motto, "In Service to Others", expresses that commitment.

Evaluation of the services that we provide is an ongoing process. This year, we are asking for your input. Please find a short survey attached to this document. We ask that you fill out this survey and **return it by July 31st, 2019** with your water bill, by mail, or in person at Blowing Rock's Town Hall. If you pay your water bill online, please mail your completed survey to:

Town of Blowing Rock
c/o Interim Police Chief Aaron Miller
P.O. Box 47
Blowing Rock, NC 28605

Your feedback will help us to prioritize resources and respond to the needs that are most important in our community.

Thank you for your responses.

A handwritten signature in black ink, appearing to read "Aaron C. Miller".

Aaron Miller, Interim Police Chief

TO: Mayor Charlie Sellers and the Blowing Rock Town Council
FROM: Kevin Rothrock, Planning Director
SUBJECT: CUP 2019-02 Moody Building Renovation
APPLICANT: RWL 1, LLC
DATE: July 2, 2019

REQUEST

RWL 1, LLC requesting conditional use permit to convert the old Moody Furniture building to a restaurant/retail establishment and add a surface parking lot. The subject property is located at 125 Sunset Drive, zoned CB, Central Business and located in the WS-IV-PA water supply watershed. The properties are further identified by Watauga County PINs 2807-98-3020-000 and 2807-98-3068-000.

SITE PLAN

Setbacks

The applicable street setback along Sunset Drive is 15 feet, and the side and rear setback is 5 feet. The front of the existing building, including the porch, encroaches into the street setback. The front porch will be extended along the left front of the building to provide access ADA access to meet the NC Building Code. An elevated patio area will be added to the west side of the building. Both the patio and front porch extension and access will encroach into the 15-foot street setback and be located approximately 6 feet from the back of the sidewalk.

Parking/Access

Based on the proposed uses, the building square footage and any parking credits calculated on previous property uses, 7 parking spaces are required for this project. Restaurant use was used to calculate the parking. If retail is the ultimate use of the property, the parking will be more than sufficient to meet the Land Use Code.

The applicant is proposing 24 parking spaces, one (1) being an ADA van-accessible space. The applicant is reserving parking spaces for off-site apartments and off-site retail within the excess spaces in the parking lot.

The parking lot access will be from Sunset Drive and is shown with a two-way driveway.

The site plan shows 3 public spaces being removed along Sunset Drive to provide adequate site distance at the driveway.

Utilities/Storm Water

Any lighting for the site will be provided by the coach light standard common to other projects in Town.

Storm water will be collected in the parking lot and directed to underground detention system designed to meet Town Code standards. The drainage from storm events will be detained and released to a new drainage system in Sunset Drive that will be installed from the parking lot, down Sunset Drive to the Maple Street intersection.

Landscaping

The Code requires a four (4) foot buffer between the site and the adjacent properties and shade trees in and around the parking lot perimeter. The current site and landscape plan shows the rear buffer being less than 4 feet along the property line. As designed, the project will require a waiver of the rear buffer yard width, or an adjustment in the site plan to maintain the minimum 4-foot buffer.

The west side of the property will have sidewalk from the rear parking area to the front of the building and Sunset Drive. This sidewalk connection is proposed directly along the property line. Any buffers along this property line can be provided in the landscape area adjacent to the west side of the building.

ARCHITECTURAL

The majority of the changes to the exterior of the building have been completed in the past several months in an effort to secure and stabilize the building doors, windows, and roofing. The Applicant is proposing a garage door on the west side of the building that will serve as access to the patio.

Some entry way awnings are also being proposed at the rear entrance and new west side entrance.

WAIVERS REQUESTED

The applicant is requesting a waiver of nine (9) feet of the 15-foot street setback along Sunset Drive to allow expansion of the existing porch and the addition of a dining patio. A recommendation from Town Council specific to this setback waiver request is required.

PLANNING BOARD RECOMMENDATION

At the June 26th meeting, the Planning Board recommended approval of the CUP with the setback waiver as requested.

ATTACHMENTS

1. Draft CUP
2. Site/grading/landscape plans
3. Architectural elevations

Draft

Moody Building Renovation

CUP No. 2019-02

NORTH CAROLINA

WATAUGA COUNTY

TOWN OF BLOWING ROCK CONDITIONAL USE PERMIT
Moody Building Renovation
CUP No. 2019-02

On the date listed below the Town Council of the Town of Blowing Rock met and held a public hearing to consider the following application:

Applicant: RWL 1, LLC

Project Name: Moody Building Renovation

Property Location: 125 Sunset Drive

Tax Parcel No.: 2807-98-3020-000 and 2807-98-3068-000

Property Owners of Record: RWL 1, LLC

Proposed Use of Property: Restaurant and Retail mixed-use with outdoor dining

Current Zoning Classification of Property: CB, Central Business

Meeting Date: July 9, 2019

Having heard all of the evidence and arguments presented at the above-referenced meeting, the Town Council finds that the application complies with all applicable requirements of the Code of Ordinances of the Town of Blowing Rock, and that, therefore, the application to make use of the above-described property for the purpose indicated is hereby approved, subject to all applicable conditions of the Land Use Code and the following additional conditions:

1. The Applicant shall complete the development of the subject property in accordance with the site/grading plans (dated 4/22/19 and revised 6/18/19) and architectural plans (dated 4/19/19) submitted and approved by the Town Council, except as amended by the following conditions. Where said plans are in conflict with the provisions of the Land Use Code, the provisions of the Land Use Code shall prevail, except as specifically provided herein. Copies of said plans are made a part hereof as if fully rewritten herein, and shall be maintained in the Conditional Use Permit file in the Town Clerk's office. Any deviations from or changes in the plans must be pointed out to the Administrator in writing and specific written approval must be obtained as provided in the Blowing Rock Land Use Code.

2. Consistent with Section 16-4.10.3 of the Land Use Ordinance, the Town Council finds:

- a. The use or development is located, designed, and proposed to be operated so as to maintain or promote the public health, safety, and general welfare.
- b. The use or development complies with all required regulations and standards of the Land Use Ordinance or with variances thereto, if any, and with all other applicable regulations.
- c. The use or development is located, designed, and proposed to be operated so as to be compatible with the particular neighborhood in which it is to be located.
- d. The use or development will not substantially injure the value of adjoining or abutting property.
- e. The use or development conforms with the general plans for the physical development of the Town as embodied in this Ordinance, the Town of Blowing Rock 2014 Comprehensive Plan Update, and any other duly adopted plans of the Town.

3. The Applicant has made a request to reduce the street setback on Sunset Drive from 15 feet to 6 feet from the back of the existing sidewalk in order to construct a full public entry access and extend the existing deck to meet the NC Building Code. The Town Council hereby approves the street setback waiver based on approval of the following findings of fact:

The setback waiver as proposed;

- a. Will not materially endanger the public health or safety in that it will, as proposed, provide access that meets the NC Building Code;
- b. Will not substantially injure the value of adjoining or abutting property,
- c. Will be in harmony with the area in which it is to be located, as other nearby buildings along Sunset Drive are currently closer than the 15-foot setback;
- d. Will be in general conformity with the 2014 Comprehensive Plan Update or other plan officially adopted by the Board; and
- e. Will be in substantial conformity with the intent of the regulations contained in this Article, as the building will provide code-compliant access to a building that has existed for several decades in its current condition.

4. Any rooftop mechanical and electrical equipment shall be screened from the view of streets and adjacent property. This may include “in the field” building alterations that will screen certain rooftop equipment and apparatus which dimensions are currently unknown. Any other ground-mounted HVAC must be reasonably shielded from adjacent properties by landscaping. Any propane tanks greater than 120 gallons shall be buried.
5. Ingress and egress access to the site will be provided through a new driveway cut on Sunset Drive. Three (3) parking spaces will be lost on Sunset Drive as a result of the proposed site access driveway.
6. Based on the proposed uses, the building square footage and any parking credits calculated on previous property uses, seven (7) parking spaces are required for this project. The Applicant is proposing 24 parking spaces in the new parking area with one (1) being an ADA van-accessible space. The Applicant plans to reserve some of the excess parking for tenants and employees of other nearby properties.
7. The garbage and recycling area and related screening shall meet the Land Use Code requirements and shall be coordinated with the Public Works Director for compliance.
8. Exterior lighting for the site shall use the same coach-style lights that have been selected as the lighting standard for the Town.
9. The Applicant shall be responsible for the concrete costs of new curb and gutter and sidewalk as part of the Sunset Drive Streetscape project. As of the drafting of this CUP document, the Applicant has paid all sidewalk and curb and gutter costs required herein.
10. All new utilities on site shall be underground, including the electrical service lines.
11. Water and sewer availability fees shall be calculated upon submittal of a building permit application. Any increase in applicable fees from the previous use shall be paid prior to issuance of a building permit.
12. The Applicant shall be responsible for the perpetual maintenance of all trees, plants and landscaping required herein. Any dead, unhealthy, or missing vegetation, or any vegetation disfigured by severe pruning, shall be replaced with new vegetation.
13. Full design plans for storm water detention shall be submitted to and approved by the Town Engineer prior to commencement of land-disturbing activities. The storm water detention must collect parking lot and building drainage and ultimately convey it to a public storm system in Sunset Drive. The Applicant is responsible for all costs and installation of storm water drainage improvements and connections in Sunset Drive.
14. Prior to construction, a plat shall be submitted, reviewed, approved, and recorded that combines the two (2) lots of the subject site into one (1) property.
15. Before any building permit is issued, the Applicant shall submit a revised site plan, in such form as shall be required by the Zoning Officer, that incorporates the terms and conditions of this Conditional Use Permit.

16. Failure to comply with any provision herein shall subject the Applicant to forfeiture of the Permit and a stop work order on any further construction.

17. If any of the conditions affixed hereto or any part thereof shall be held invalid or void, then this Permit shall be void and of no effect.

IN WITNESS WHEREOF, the Town of Blowing Rock has caused this Permit to be issued in its name and the undersigned being property owner(s) and/or agent(s) of the property owner(s) does hereby accept this Conditional Use Permit, together with all of its conditions as binding upon them and their successors in interest.

TOWN OF BLOWING ROCK

By: _____
Charlie Sellers, Mayor

ATTEST: _____
Hilari H. Hubner, Town Clerk

(CORPORATE SEAL)

PROJECT:
Moody Furniture Building
 A Commercial Development
 ADDRESS: Near 110 Sunset Drive, Blowing Rock, NC

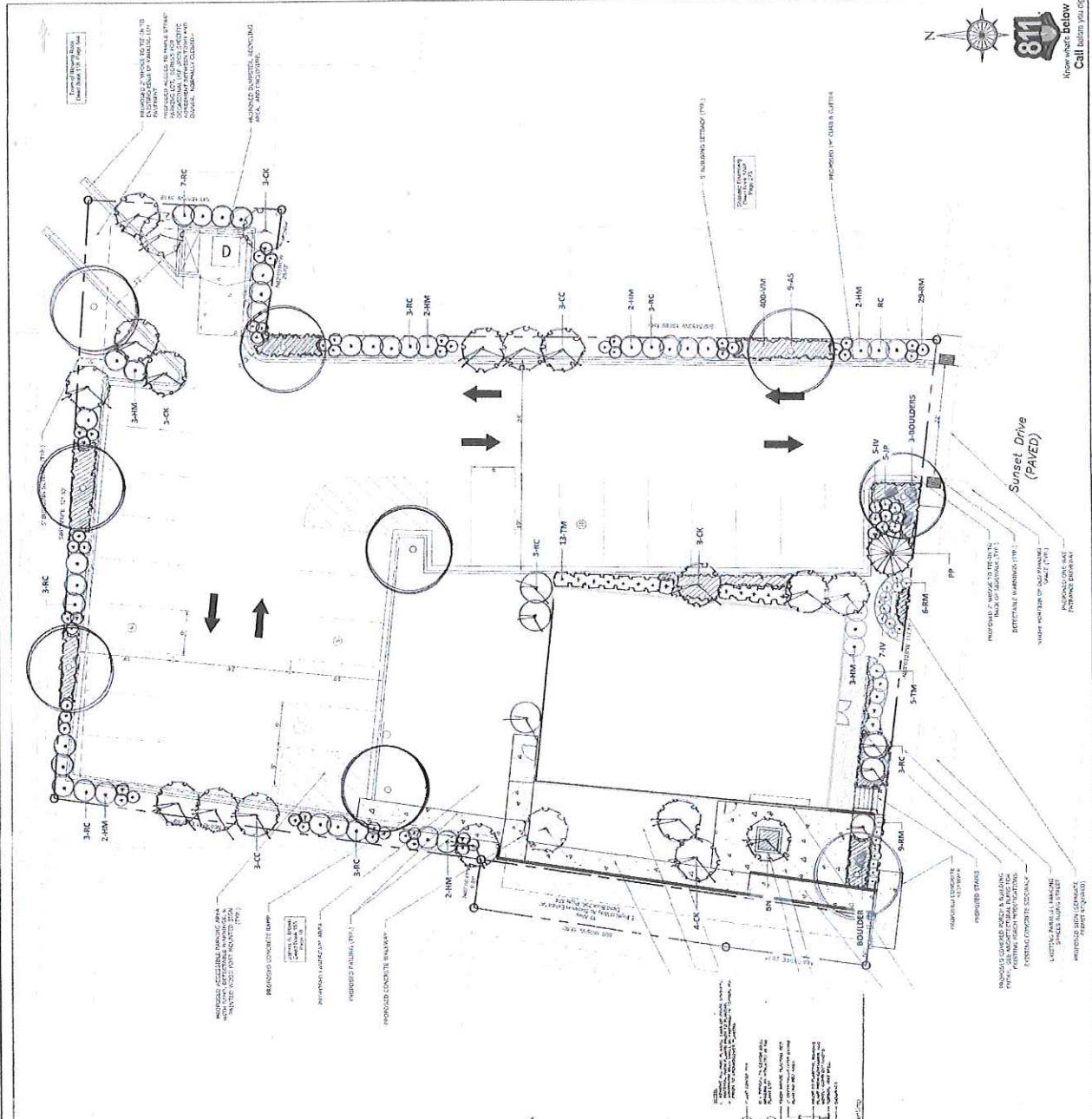
DESIGNER:
Bob Lovren
 629 Jolleyville Drive, Fort Lauderdale, FL



REVISIONS

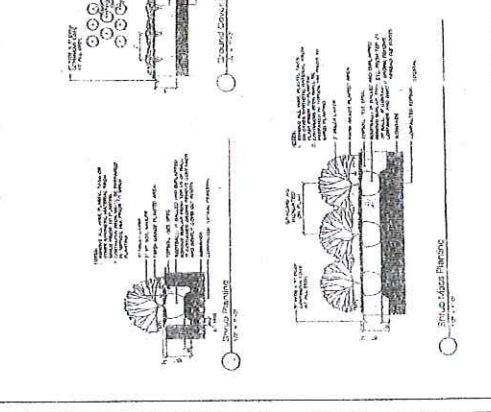
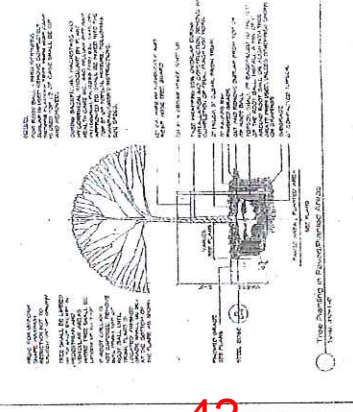
NO.	DATE	DESCRIPTION

PROJECT MANAGER:
 DRAWING BY:
 JURISDICTION: TOWN OF BLOWING ROCK
 DATE: 04/22/19
 SHEET TITLE:
LANDSCAPE PLANTING PLAN
 SHEET NUMBER: C-1
 SCALE: 1" = 10'
 FILE NUMBER: 057-001

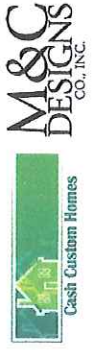


PLANT LIST:

TYPE	Latin Name	Common Name	Qty	Size	Comments
AC	Aster spicatum	Sugar maple	9	8'-10" Hgt	2" caliper min.
CK	Larix laricina	larch	15	6'-8" Hgt	1.5" caliper min.
HM	Hamamelis virginica	Witch hazel	1	6'-8" Hgt	1.5" caliper min.
BM	Betula nigra	River Birch	1	8'-10" Hgt	3 trunked/3 dbh
CC	Cornus canadensis	Eastern Redbud	6	6'-8" Hgt	1.1/2" caliper



Know what's below
 Call before you dig



DATE	DESCRIPTION
11/13/13	REVISED
11/13/13	REVISED
11/13/13	REVISED
11/13/13	REVISED

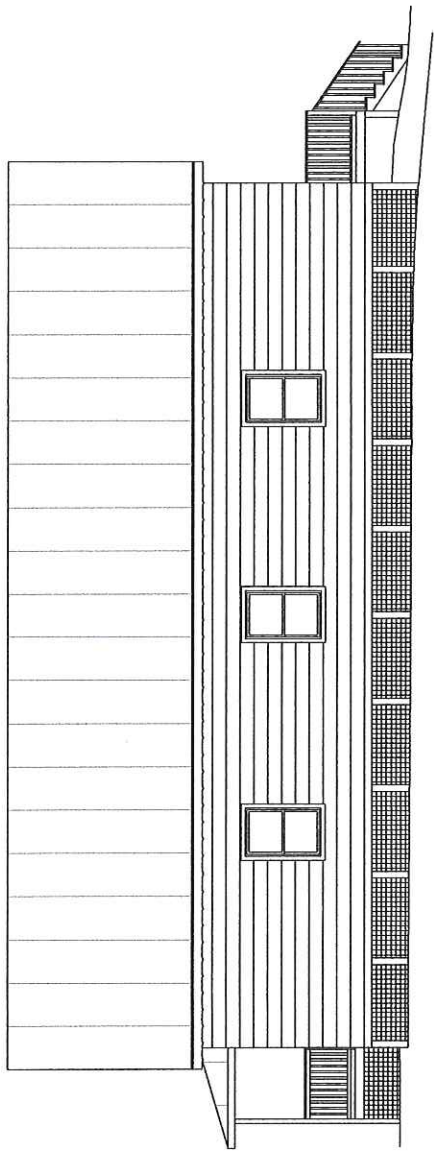
CASH CUSTOM HOMES
THE MOODY BUILDING
BLOWING ROCK

M & C DESIGNS CO., INC.
P.O. BOX 242
MONTZUMA, N.C. 28659
CELL 828-775-2885
CELL 828-260-6270

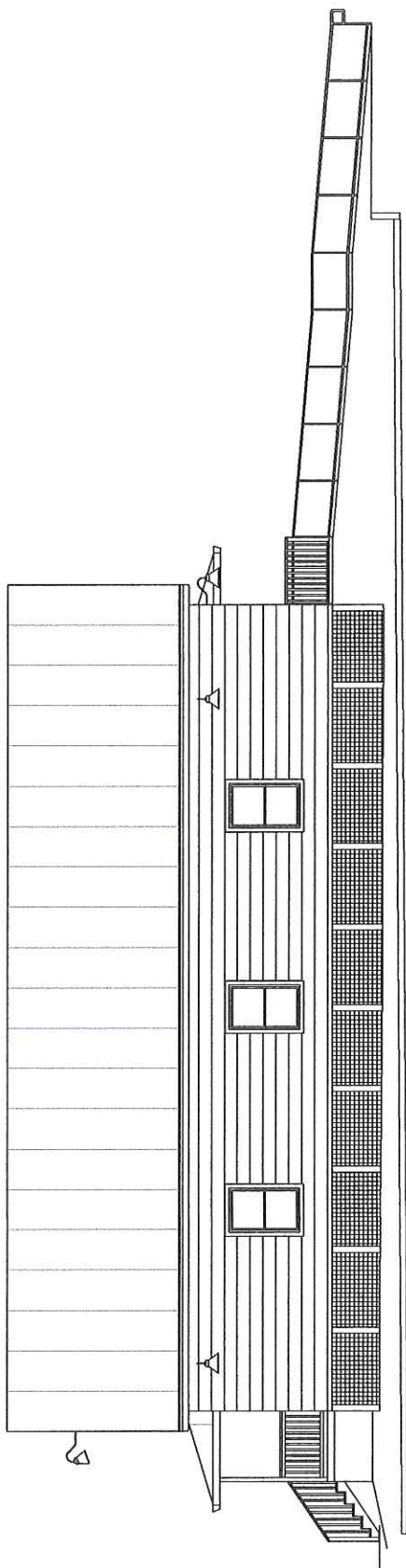
CASH CUSTOM HOMES
872 HAWTHORN BLVD
MONTZUMA, N.C. 28659
WWW.CASHCUSTOMHOMES.COM
PHONE 828-297-5550
FAX 828-297-5550

DATE	DESCRIPTION
11/13/13	REVISED
11/13/13	REVISED
11/13/13	REVISED
11/13/13	REVISED

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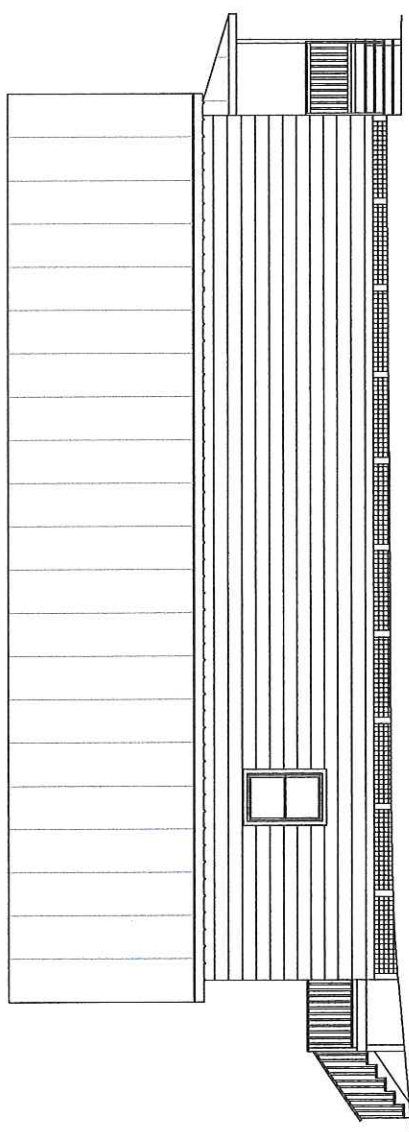


EXISTING EAST ELEVATION

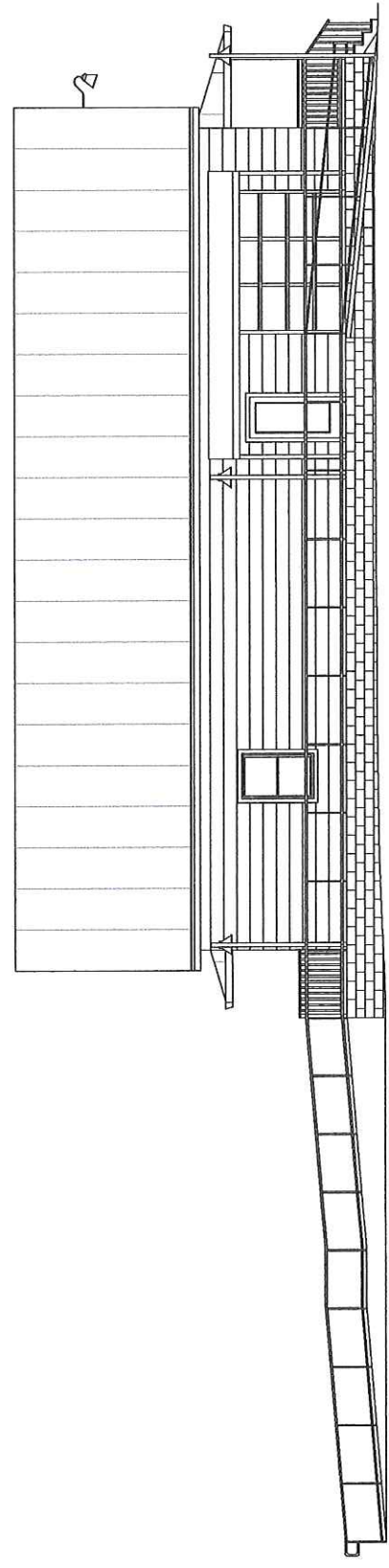


EXISTING EAST ELEVATION

1. ALL DIMENSIONS ARE TO FACE UNLESS NOTED OTHERWISE.
 2. FINISHES TO BE DETERMINED AT THE TIME OF CONSTRUCTION.
 3. SEE ARCHITECTURAL SPECIFICATIONS FOR MATERIALS AND FINISHES.
 4. ALL WORK TO BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL RESIDENTIAL CODE BOOK (IRC) AND THE INTERNATIONAL BUILDING CODE (IBC).
 5. ALL WORK TO BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE INTERNATIONAL MECHANICAL AND ELECTRICAL CODES (IMC/IEC).



EXISTING WEST ELEVATION

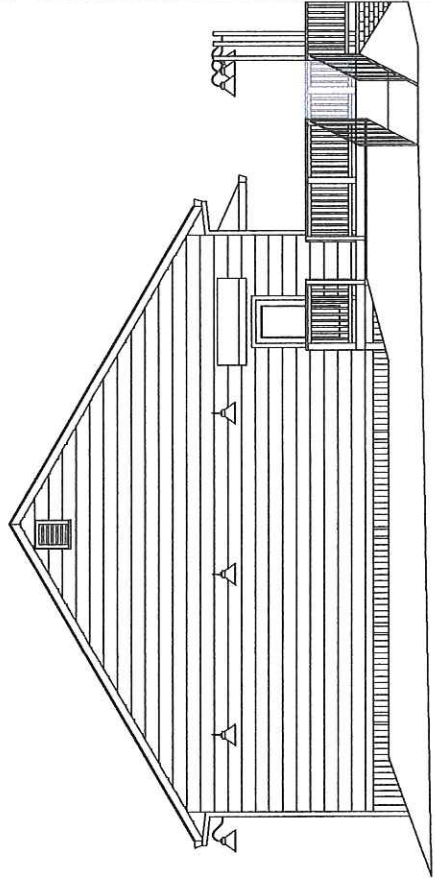


PROPOSED WEST ELEVATION

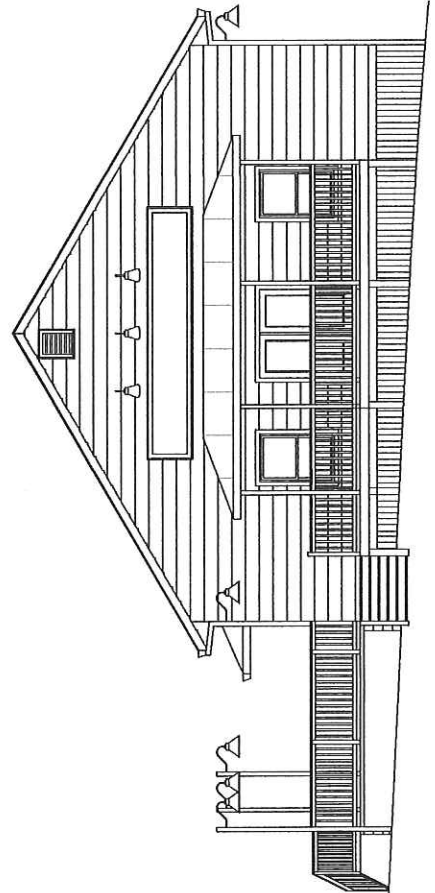


<p> CASH CUSTOM HOMES THE WOODY BUILDING BLOWING ROCK </p>	<p> M & C DESIGNS CO., INC. P.O. BOX 242 HUNTERDALE, N.C. 28649 CELL 828-260-6270 </p>	<p> CASH CUSTOM HOMES 572 HWY 103 BY 4655 300NE, N.C. 25607 WWW.CASHCUSTOMHOMES.COM CELL 828-297-5555 FAX 828-297-5550 </p>
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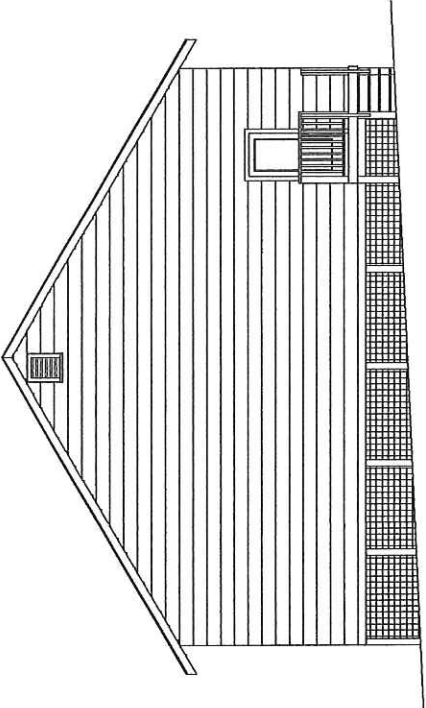
PROPOSED NORTH ELEVATION



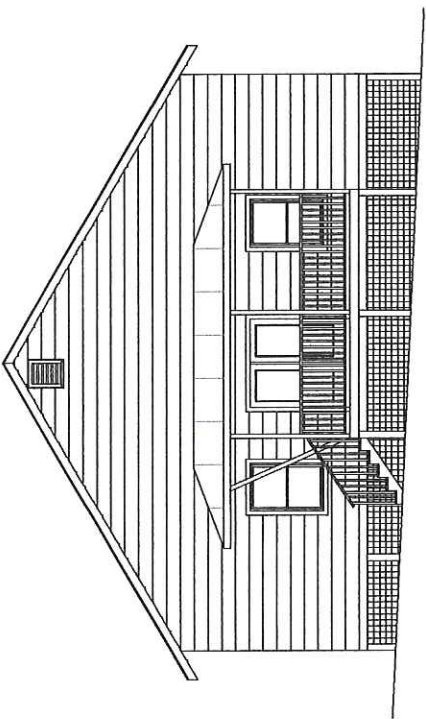
PROPOSED SOUTH ELEVATION



EXISTING NORTH ELEVATION



EXISTING SOUTH ELEVATION



NOT TO SCALE
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STAFF REPORT

TO: Mayor Charlie Sellers and the Blowing Rock Town Council
FROM: Kevin Rothrock, Planning Director
SUBJECT: CUP 2019-03 Cambria Car Lot -Amendment to CUP 1996-02
APPLICANT: Ron and Diane Cambria
DATE: July 1, 2019

REQUEST

Ron and Diane Cambria are requesting an amendment of their CUP 1996-02 for the Mountain Motors car lot to expand the potential uses of the property from vehicle sales to retail sales, office, and restaurant. The subject property is located at 7855 Valley Blvd, zoned GB, General Business and located in the WS-IV-PA water supply watershed. The property is further identified by Watauga County PINs 2817-17-3703-000.

Background

The original CUP was approved in 1996 which allowed for motor vehicle sales. The property has been used for that purpose since the CUP was approved, but over the past several years it has been used less and less. The most recent use was for moped sales, rental and service. The applicant would like to have more flexibility and have additional uses permitted for the property. The Applicant has requested retail sales, office use, and restaurant sales.

The building is approximately 400 square feet after adding a bathroom in 2018 to comply with the NC Building Code.

Parking/Access

Access to the property is through a driveway cut on Hwy 321 and a driveway on Sunset Drive. There is also a small driveway connection through the back of the property onto Maple Drive.

There are 9 parking spaces on site including an ADA van-accessible space added in 2018. Based on the available parking and the building square footage of 400 square feet, all of the proposed uses could be permitted, and the Land Use Code would be satisfied with parking.

PLANNING BOARD RECOMMENDATION

At the June 26th meeting, the Planning Board recommended approval of the CUP Amendment.

ATTACHMENTS

1. Draft CUP Amendment
2. Copy of CUP 1996-02
3. Site survey
4. Aerial photo

Draft

Ron and Diane Cambria - Amendment

CUP No. 2019-03

NORTH CAROLINA

WATAUGA COUNTY

**AMENDMENT TO TOWN OF BLOWING ROCK CONDITIONAL USE PERMIT
Ron and Diane Cambria (Mountain Motors)
CUP No. 2019-03**

On the date listed below, the Board of Commissioners of the Town of Blowing Rock met to review and consider a request to amend the Conditional Use Permit that was previously approved for the Ron and Diane Cambria. The original Conditional Use Permit was approved on March 12, 1996.

Applicant: Ron and Diane Cambria

Project Name: Cambria Car Lot - Amendment

Property Location: 125 Sunset Drive

Tax Parcel No.: 2817-17-3703-000

Property Owners of Record: Ronald and Diane Cambria

Proposed Use of Property: Restaurant, Retail, Auto Sales, Office

Current Zoning Classification of Property: GB, General Business

Meeting Date: July 9, 2019

Having heard all of the evidence and arguments presented at the above-referenced meeting, the Town Council finds that the application for CUP amendment complies with all applicable requirements of the Code of Ordinances of the Town of Blowing Rock, and that, therefore, the application to make use of the above-described property for the purpose indicated is hereby

approved, subject to all applicable conditions of the Land Use Code and the following additional conditions:

1. The Applicant shall complete the development of the subject property in accordance with the site plans submitted and approved by the Town Council, except as amended by the following conditions. Where said plans are in conflict with the provisions of the Land Use Code, the provisions of the Land Use Code shall prevail, except as specifically provided herein. Copies of said plans are made a part hereof as if fully rewritten herein, and shall be maintained in the Conditional Use Permit file in the Town Clerk's office. Any deviations from or changes in the plans must be pointed out to the Administrator in writing and specific written approval must be obtained as provided in the Blowing Rock Land Use Code.
2. Consistent with Section 16-4.10.3 of the Land Use Ordinance, the Town Council finds:
 - a. The use or development is located, designed, and proposed to be operated so as to maintain or promote the public health, safety, and general welfare.
 - b. The use or development complies with all required regulations and standards of the Land Use Ordinance or with variances thereto, if any, and with all other applicable regulations.
 - c. The use or development is located, designed, and proposed to be operated so as to be compatible with the particular neighborhood in which it is to be located.
 - d. The use or development will not substantially injure the value of adjoining or abutting property.
 - e. The use or development conforms with the general plans for the physical development of the Town as embodied in this Ordinance, the Town of Blowing Rock 2014 Comprehensive Plan Update, and any other duly adopted plans of the Town.
3. The Applicant is requesting to expand the allowed uses of the CUP for the property from auto sales to include restaurant, retail sales, auto sales, and office. Any change to these specific uses listed will be approved through a zoning permit submitted to the Zoning Administrator, consistent with any conditions herein.
4. Access to the site is available through a driveway cut on Sunset Drive, Valley Blvd, and Maple Road.
5. There are nine (9) parking spaces available on site with one (1) being ADA van-accessible. All proposed uses are permitted with the available parking.
6. Before any building permit is issued, the Applicant shall submit a revised site plan, in such form as shall be required by the Zoning Officer, that incorporates the terms and conditions of the original Conditional Use Permit and this amendment.
7. Failure to comply with any provision herein shall subject the Applicant to forfeiture of the Permit and a stop work order on any further construction.

8. If any of the conditions affixed hereto or any part thereof shall be held invalid or void, then this Permit shall be void and of no effect.

9. Except as expressly modified herein, all other terms and conditions of the original Conditional Use Permit approved by the Board of Commissioners for the Cambria property (Mountain Motors Auto Sales) on March 12, 1996, and recorded at Book of Records 363, Page 688 of the Watauga County Public Registry shall remain unchanged.

IN WITNESS WHEREOF, the Town of Blowing Rock has caused this Permit to be issued in its name and the undersigned being property owner(s) and/or agent(s) of the property owner(s) does hereby accept this Conditional Use Permit, together with all of its conditions as binding upon them and their successors in interest.

TOWN OF BLOWING ROCK

By: _____
Charlie Sellers, Mayor

ATTEST: _____
Hilari H. Hubner, Town Clerk

(CORPORATE SEAL)

FILED

LINDA C. SCOTT
REGISTER OF DEEDS

96 APR -9 PM 4: 29

BY: Eva Lee Stone
DEPUTY
WATAUGA COUNTY, NC

NORTH CAROLINA

WATAUGA COUNTY

TOWN OF BLOWING ROCK CONDITIONAL USE PERMIT

On the date listed below, the Board of Commissioners of the Town of Blowing Rock met and held a public hearing to consider the following application:

Applicant: Ronald and Diane Cambria (DBA Mountain Motors Auto Sales)

Property Location: Southeast Corner of Sunset Drive and Route 321 Bypass

Tax Parcel Nos.: 2817-17-2607-000

Proposed Use of Property: Motor Vehicle Sales

Meeting Date: March 12, 1996

Having heard all of the evidence and arguments presented at the above-referenced hearing, the Board finds that the Application complies with all applicable requirements of the Code of Ordinances of the Town of Blowing Rock, and that, therefore, the application to make use of the above-described property for the purpose indicated is hereby approved, subject to all applicable conditions of the Land Use Code and the following conditions:

1. The Applicant shall complete the development of the subject property in accordance with the plans submitted and approved by this Board, a copy of which is attached hereto and made a part hereof as if fully rewritten herein.
2. The parking area and driveways shall be installed with gravel to minimize stormwater runoff from the subject property.
3. The impervious area to be constructed on the lot shall not exceed 24% of the lot area, unless an appropriate variance is obtained for said area.
4. The Applicant shall pay for one-half of the cost of the installation of a four-foot-wide and six-inch-high, raised concrete sidewalk, with curb and gutter, along the northern lot line within the right-of-way along Sunset Drive. The Applicant's portion of said cost shall not exceed \$3,500 and the Applicant shall have one year from the date of the signing of this CUP to reimburse the Town for the Applicant's portion of said cost.

The proposed location of the sidewalk shall be approved by the Town Engineer. Said sidewalk shall extend from the eastern edge of the right-of-way for Route 321

Bypass to the western edge of the right-of-way for Maple Road. The Applicant shall provide an easement to the Town for any portion of the sidewalk that may cross the Applicant's property. The sidewalk shall be dedicated to the Town for public use. The sidewalk will be maintained by the Town, and the Applicant will be released of any liability for the sidewalk.

5. The Architectural Review Commission shall approve the exteriors for all buildings as well any signage for the subject development.

6. All lighting for the project shall include the installation of the same coach lights as installed elsewhere within the community by the Town, and the installation shall be subject to the satisfaction of the Architectural Review Commission.

7. The Blowing Rock Advisory Appearance Commission shall review and approve the proposed landscaping for the project, including the proposed screening between the development and the adjacent residential properties and the Christian Science Church. The landscaping shall be perpetually maintained by the Applicant.

8. All appeals from any decision made by the Architectural Review Commission and the Blowing Rock Advisory Appearance Commission shall be to the Mayor and Board of Commissioners.

9. The Applicant shall install an underground storm sewer to replace the existing open culvert on the property. The location and construction of the storm sewer shall be subject to the approval of the Town Engineer. The Applicant shall provide to the Town an easement of appropriate width, as determined by the Town Engineer, for the entire length of the storm sewer that crosses the Applicant's property.

10. The Applicant shall also provide to the Town an easement of appropriate width, as determined by the Town Engineer, for the existing sanitary sewer that currently crosses the northwest corner of the subject property.

11. Prior to the commencement of any land disturbing activity, the Applicant shall be required to submit to the Town Engineer and receive approval of a grading plan and storm water plan.

12. One curb cut on Route 321 Bypass and one curb cut on Sunset Drive may be developed by the applicant. The location of any such curb cuts shall be in accordance with the guidelines of the North Carolina Department of Transportation.

13. Anything located within the sight distance triangle, along the northwest corner of the lot, including landscaping, shall comply with the guidelines established by the North Carolina Department of Transportation.

14. Failure to comply with any provision herein shall subject the Applicant to forfeiture of the Permit and a stop work order on any further construction or sales of lots.

15. In the event it is determined by the Town that the Applicant is in violation of its grading or storm water plan or any other condition of this Permit, thereby causing the Town to employ the Town Engineer to review and inspect the project, the Applicant shall be obligated to pay the Town Engineer for all time associated with his work on the project.

16. If any of the conditions affixed hereto or any part thereof shall be held invalid or void, then this Permit shall be void and of no effect.

IN WITNESS WHEREOF, the Town of Blowing Rock has caused this Permit to be issued in its name and the undersigned being property owner(s) and/or agent(s) of the property owner(s) does hereby accept this Conditional Use Permit, together will all of its conditions as binding upon them and their successors in interest.



ATTEST:

Judith M Burns
Town Clerk

TOWN OF BLOWING ROCK

By: Ruben E. Hallmark
Mayor

By: Ronald Cambria (SEAL)
Ronald Cambria

By: Diane Cambria (SEAL)
Diane Cambria

DBA Mountain Motor Auto Sales

STATE OF NORTH CAROLINA

COUNTY OF WATAUGA

I, a Notary Public of said County and State, do hereby certify that Judith Burns came before me and acknowledged that she is Town Clerk of the Town of Blowing Rock and that by authority duly given and as the act of the Corporation



TO: Mayor Charlie Sellers and the Blowing Rock Town Council
FROM: Kevin Rothrock, Planning Director
SUBJECT: CZ 2017-02 – Inn on Cornish - Amendment to Master Plan
APPLICANT: Winkler Organization
DATE: July 2, 2019

REQUEST

John Winkler is requesting an amendment to the site plan of the Inn on Cornish project located on the corner of Main Street and Cornish Road. The approved Master Plan allowed three encroachments into the street setback on Cornish Road. The architect has revised the plans to show an additional balcony and covered porch adjacent to a front corner of the building that was approved to encroach into the street setback when the project was approved by Town Council. The Applicant is requesting the balcony/deck addition to be approved to complete the functionality of the guest rooms and the overall aesthetics of the building.

SITE PLAN

Setbacks

The applicable street setbacks for Central Business is 15 feet and is measured from the back of the existing/proposed sidewalk along each street. The approved site plan indicates that 3 corners of the building will encroach into the Cornish Road setback. The proposed balcony and covered porch will also encroach 7.41 feet into the street setback and will be 7.59 feet from the back of the sidewalk. The concrete patio is already in place but if left as a patio, is not subject to the setback requirements.

ATTACHMENTS

1. Ordinance No. 2017-15
2. Ordinance No. 2017-15 - Exhibit B
3. Approved site plan
4. Proposed site plan
5. Photos
6. Request letter from John Winkler

ORDINANCE NO. 2017-15

**AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE
TOWN OF BLOWING ROCK;
CREATING THE INN ON CORNISH
CONDITIONAL ZONING DISTRICT (CZ-CB)**

WHEREAS, the Town of Blowing Rock has the authority, pursuant to Part 3 of Article 19 of Chapter 160A of the North Carolina General Statutes, to adopt zoning regulations, to establish zoning districts and to classify property within its jurisdiction according to zoning district, and may amend said regulations and district classifications from time to time in the interest of the public health, safety and welfare; and

WHEREAS, this Ordinance is consistent with NC General Statutes 160A-381, establishing conditional zoning districts in local zoning jurisdictions; and

WHEREAS, this Ordinance is consistent with the Town's 2014 Comprehensive Plan Update for the reasons set out herein; and

WHEREAS, the Town of Blowing Rock has reviewed the proposed ordinance and recommends its enactment by the Board of Commissioners;

NOW, THEREFORE, THE TOWN OF BLOWING ROCK BOARD OF COMMISSIONERS, MEETING IN REGULAR SESSION AND WITH A MAJORITY OF THE BOARD MEMBERS VOTING IN THE AFFIRMATIVE, HEREBY ORDAINS THE FOLLOWING.

Section One. Upon petition of the Winkler Organization, the Official Zoning Map of the Town of Blowing Rock is hereby amended to create the Inn on Cornish, Conditional Zoning District (CZ-CB) as more particularly set forth herein.

Section Two. This Ordinance is found to be consistent with the Town of Blowing Rock 2014 Comprehensive Plan Update, particularly with the following policies contained therein:

- LC-1 Refocus growth on Blowing Rock's core through policies and actions that encourage both infill development and the redevelopment of properties that are not being utilized for their highest and best use.
- H-2: The architectural design of new development on the site will reinforce the western NC vernacular and respect the character of the town and surrounding neighborhoods.
- LC-6.4: Encourage the use of the Conditional Zoning process to address situations where rezoning to an existing base zoning district would not be compatible with surrounding development in the absence of conditions tailored to the particular nature of the proposed use or development.

Section Three. The zoning classification of that certain real property shown on the aerial photo map, attached hereto as **Exhibit A** and made a part hereof, is hereby changed from CB, Central Business to CZ-CB, Conditional Zoning-Central Business. Said property is also identified on Watauga County PINs 2817-08-8480-000, and 2817-08-8580-000.

Section Four. The Inn on Cornish Conditional Zoning District is a conditional zoning district established pursuant to the Land Use Ordinance of the Town of Blowing Rock by means of authority granted by the North Carolina General Statutes. Future development and use of lands situated within the Inn on Cornish Conditional Zoning District, and the processing of applications to develop and use such lands, shall comply with the conditions set forth on the document entitled, Inn on Cornish Conditional Zoning District: List of Standards & Conditions, which is attached to this ordinance as **Exhibit B** and incorporated herein. The aforementioned List of Standards & Conditions, made a part thereof, shall run with the land and shall be binding on The Winkler Organization, its heirs and assigns.

Section Five. Pursuant to Section 16-9.6 of the Town of Blowing Rock Land Use Ordinance, the Master Plan replaces all conflicting development regulations set forth in the Land Development Standards, and such development regulations are varied to the extent they conflict with the Master Plan and List of Standards & Conditions. The Master Plan specifically includes the architectural plans and civil engineering and site plans submitted to Town Council on December 12, 2017 and subsequent construction drawings revised as a result of additional conditions imposed by Town Council after the December 12, 2017 public hearing. Construction drawings include at a minimum: site plan, utility plan, grading plan, landscape plan, and architectural plan and elevations. Any substantial change to the Master Plan as noted below shall be reviewed by the Planning Board and approved or denied by the Town Council as an amended conditional zoning district. The following changes to the Master plan shall require approval by the Town Council:

- (a) Land area being added or removed from the conditional district.
- (b) Modification of special performance criteria, design standards, or other requirements specified by the enacting ordinance.
- (c) A change in land use or development type beyond that permitted by the approved master plan.
- (d) When there is introduction of a new vehicular access point to an existing street, road or thoroughfare not previously designated for access.
- (e) Hours of operation and/or delivery hours.

All other changes to the Master plan shall receive approval by the Administrator. However, if in the judgment of the Administrator, the requested changes alter the basic development concept of the Conditional Zoning District, the Administrator may require concurrent approval by the Town Council.

Section Six. Enactment of this Ordinance constitutes the approval of a site-specific development plan resulting in the establishment of a vested right, pursuant to N.C.G.S. 160A-385.1, to

undertake and complete the development and use of the property under the terms and conditions specified in the Master Plan and the List of Standards & Conditions. Such vested right shall have a term of two years from the date of adoption of this Ordinance.

Section Seven. The Office of the Zoning Administrator is hereby authorized and directed to modify the Town’s Official Zoning Map consistent with this Ordinance.

Section Eight. If any section, subsection, sentence, clause or phrase of this ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of the ordinance.

Section Nine. All ordinances or portions thereof in conflict herewith are hereby repealed to the extent of such conflict.

Section Ten. This ordinance shall be in full force and effect from and after the date of adoption.

Adopted this _____ day of _____, 2017.

Mayor

ATTEST:

Town Clerk

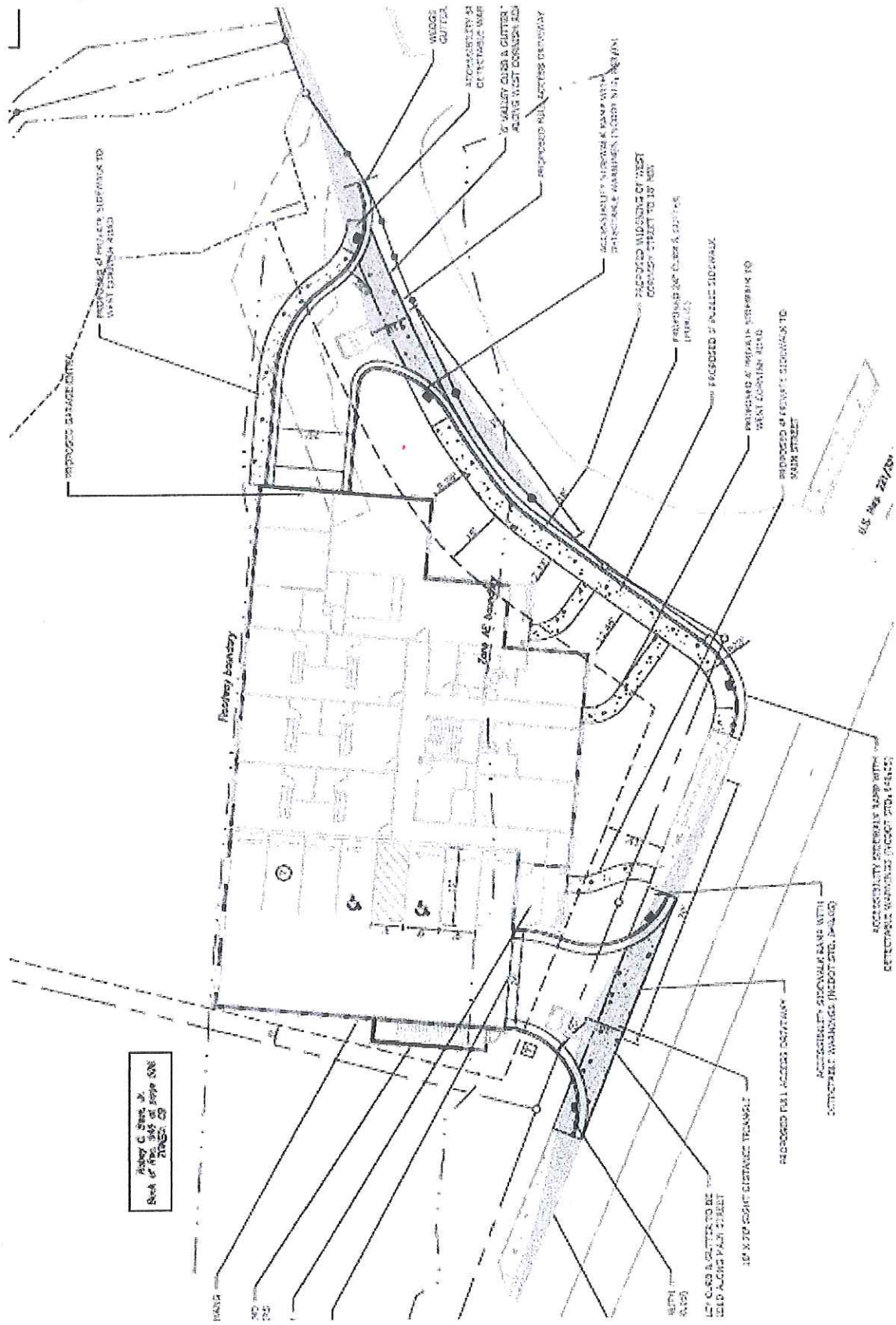
Exhibit B

Inn on Cornish Conditional Zoning District
Conditional Zoning – CB
PINs 2817-08-8480-000 and 2817-08-8580-000
576 Main Street and Adjacent Vacant Lot

List of Standards & Conditions

1. Street setback from required 15 feet from the back of the sidewalk to allow the three (3) building corners to encroach into the setback. The building corner encroachments vary between 7.5 feet and 2.5 feet.
2. Building height increased from 30 feet to not more than 32 feet measured from the finished sidewalk elevation along Main Street.
3. Garbage collection will be stored in the lower parking deck area and hauled away privately.
4. No encroachment or fill shall be placed in the regulated floodway, except for landscaping and buffer plant material.

Inn on Cornish Approved Site Plan



Inn on Cornish Proposed Site Plan

PROPOSED CROSSWALK

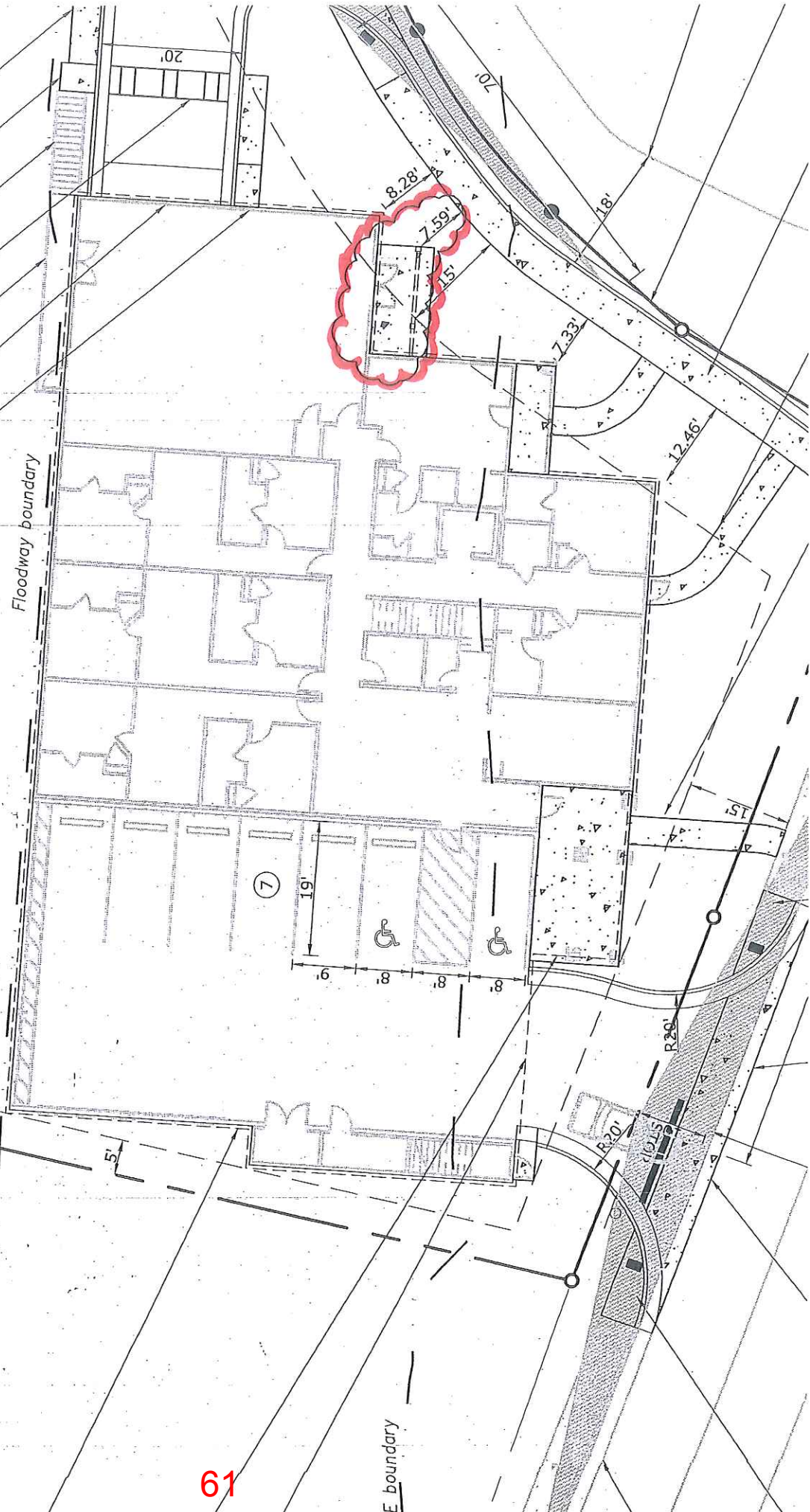
CANTILEVERED BALCONY

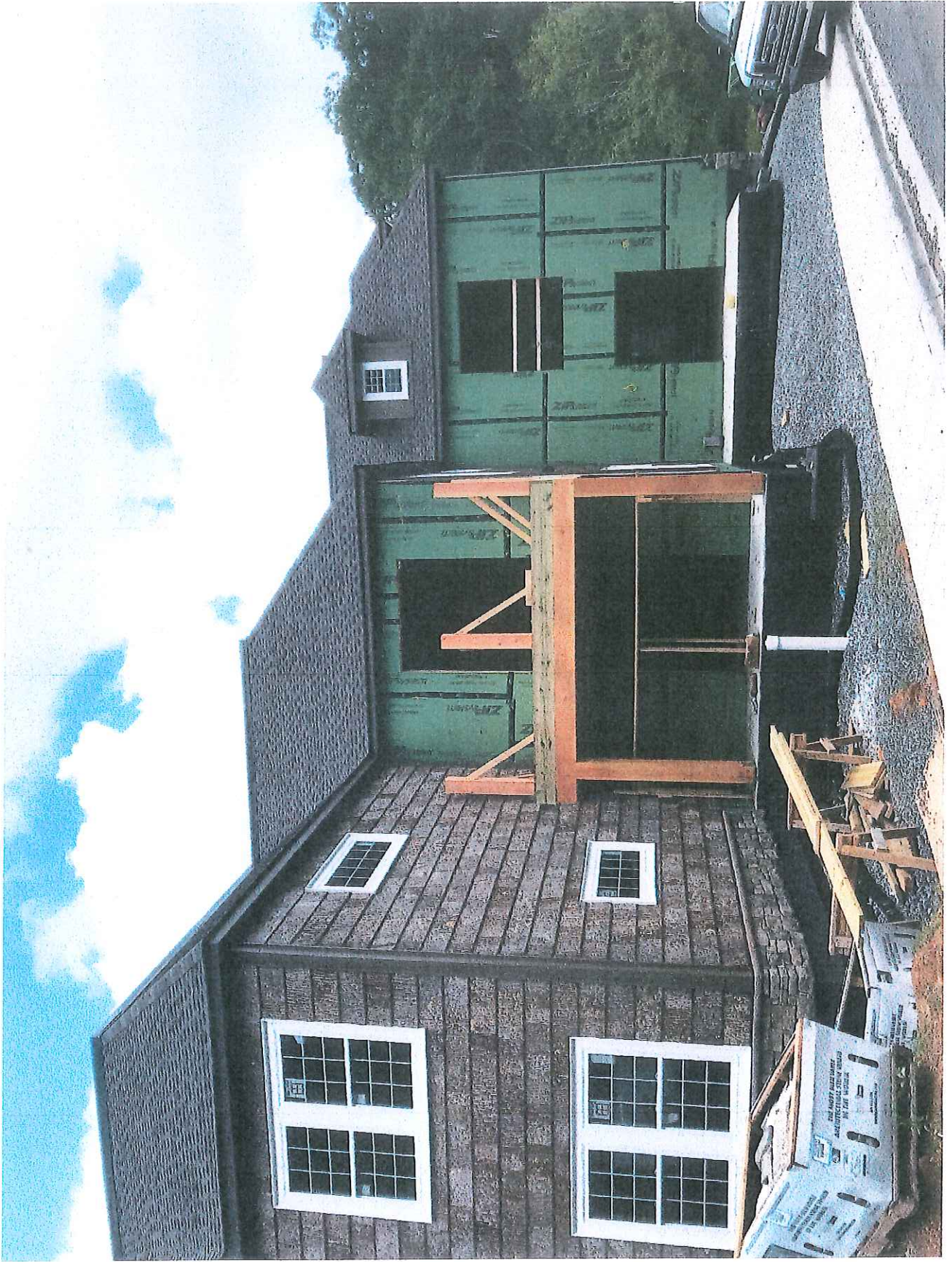
PROPOSED GARAGE ENTRY

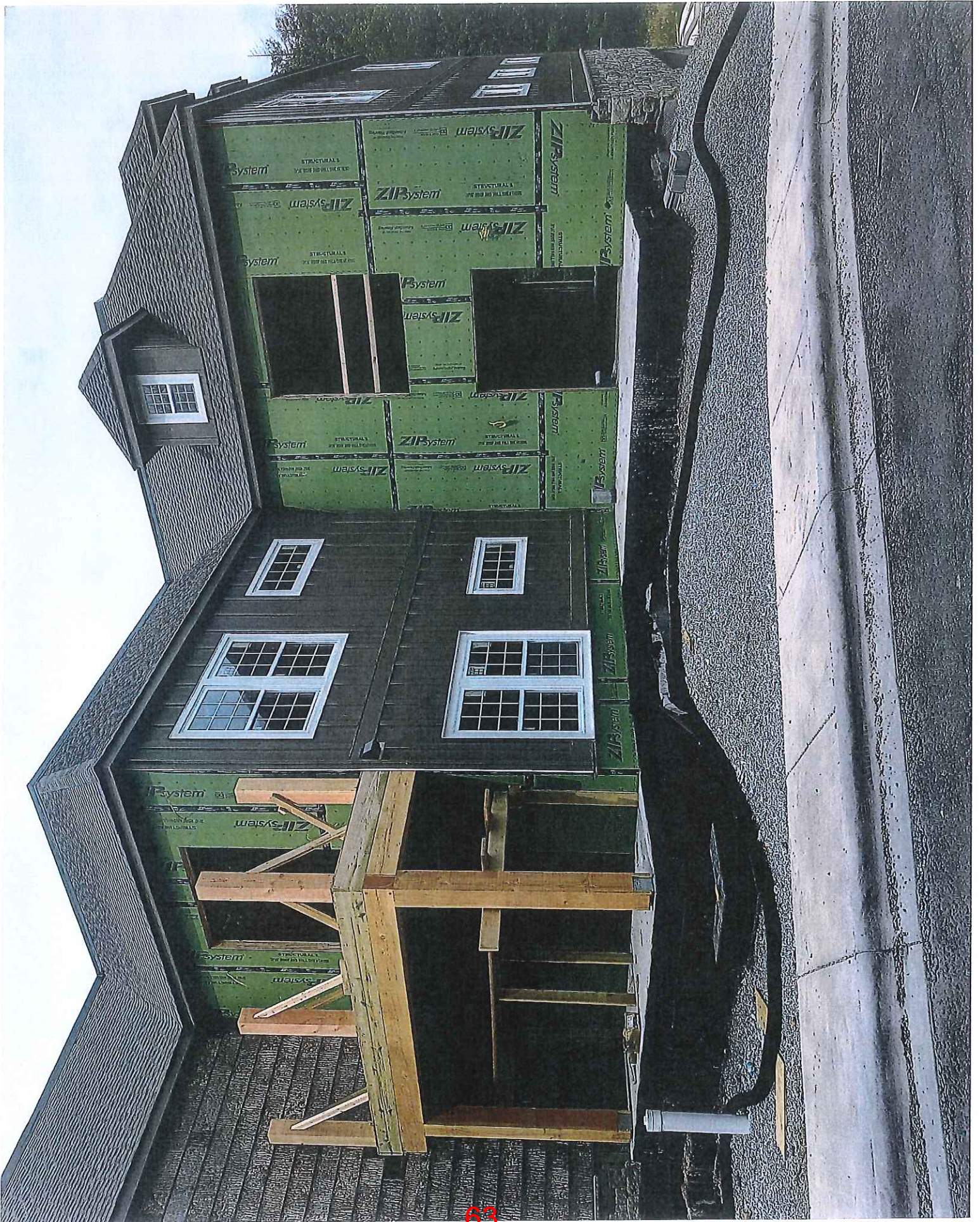
PROPOSED PRIVATE SIDEWALK AND ENTRY TO GARAGE

Floodway boundary

Robey C. Best, Jr.
Book of Rec. 946 at page 526
ZONED: CB









June 24, 2019

Kevin Rothrock, Planning Director, Town of Blowing Rock
1038 Main Street
PO Box 47
Blowing Rock, NC 28605

RE: Plan Revision for Cornish Rd, LLC

The Blowing Rock town council voted and approved the Cornish Rd, LLC project and initial plans on December 12, 2017. Between this approval date and the date that the detailed plans were submitted to the Town of Blowing Rock Planning and Inspections department, we revised the plans to include a balcony/covered porch adjacent to Cornish Road. The front elevation architectural plans drawn by Davis & Taft Architecture, revised 6/21/19 illustrate the requested revision. This revision was made to help the overall aesthetics of the exterior of the hotel as well as the functionality of the interior guest rooms. Unfortunately, we mistakenly failed to obtain the required approval of this revision by the Blowing Rock town council. We want you to know we take this process very seriously and we apologize for this unintentional oversight. We are humbly requesting that the Blowing Rock town council consider this revised plan for approval in July's 2019 meeting. We are grateful for your assistance in this matter.

Regards,

John Winkler

MEMO

TO: Mayor Charlie Sellers and Blowing Rock Town Council
FROM: Kevin Rothrock, Planning Director
SUBJECT: TDA Bylaws and TDA Establishment Ordinance - Amendment
DATE: July 1, 2019

The TDA has requested some clarifying language in the TDA Establishment Ordinance (No. 2003-15) that would provide flexibility for Town Council membership on the TDA Board.

Currently, the TDA membership requires a Town Council member to be on the TDA. The language states, “b) At least one member of the (5) member Tourism Development Authority shall be a Town of Blowing Rock elected official, which based on qualification, may represent any one of the three classifications.”

There could be potential conflicts with filling the TDA Board with a Council member if the member doesn't fit into one of the three categories – lodging, business/tourism, or at-large, particularly if a current TDA Board member is the at-large member and the Town Council member does not fit into the lodging or business/tourism category. If the Town Council member doesn't fit into either lodging or business/tourism category, the minimum number required for those categories can be waived during that term. Proposed language is shown below to reflect these changes with new language underlined. A final ordinance amendment will be drafted if approved.

Section 2. Appointment of Membership.

- b) “At least one member of the (5) member Tourism Development Authority shall be a Town of Blowing Rock elected official, which based on qualification, may represent any one of the three classifications. If the elected official does not represent either the lodging or business/tourism-related classifications, the membership representation requirement of the classifications shall be waived during the term of the elected official.”

Attachments:

- Copy of Ordinance 2003-15
- Memo from Nicole Norman to Mayor and Town Council dated March 27, 2019

**AN ORDINANCE CREATING THE
BLOWING ROCK TOURISM DEVELOPMENT AUTHORITY (#2003-15)**

WHEREAS, the Town of Blowing Rock, North Carolina, is a Municipal Corporation organized and existing under the laws of the State of North Carolina and is authorized by Session Law 2003-281, Senate Bill 497 to create a tourism development authority,

WHEREAS, it is desired by the Town of Blowing Rock, North Carolina, to create such an authority to fulfill those purposes and perform the duties as are set out in the aforementioned laws,

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Blowing Rock, North Carolina, as is follows:

Section 1. Blowing Rock Tourism Development Authority.

The Blowing Rock Tourism Development Authority is hereby created.

Section 2. Appointment of Membership.

- a) The Blowing Rock Tourism Development Authority shall consist of five (5) members who shall be appointed and approved by the Town Council, shall also be voting residents and/or taxpayers of the Town, and shall be selected as follows:

Group One (Lodging) - 2 appointees

Two members shall be individuals who are affiliated with the businesses that collect the occupancy tax.

Group Two (Business/Tourism-Related) - 2 appointees

Two members shall be individuals who are affiliated with businesses and/or non-profit tourist attractions/organizations that are currently active in the promotion of travel and tourism in Blowing Rock.

Group Three (At-Large) - 1 appointee

One member of the Authority shall be an at-large representative that has an active interest in the promotion of travel and tourism in the Town.

- b) At least one member of the (5) member Tourism Development Authority shall be a Town of Blowing Rock elected official, which based on qualification, may represent any one of the three classifications.
- c) The Finance Officer of Town shall serve as an ex officio member and serve as Finance Officer of TDA. The Town Manager shall serve as an ex officio member and serve as the Secretary of the TDA. These two ex officio members will be non-voting members.

Section 3. Terms of Appointments.

The initial terms of the members of the Authority shall be as follows: The initial term of a member appointed from Group Three shall be for a one-year term. The initial term of one of the members appointed from both Group One and Group Two shall be for a two-year term. The

remaining initial members shall be appointed for terms of three years each, Thereafter, all terms shall be for three years. Reappointment to the Authority shall be limited to three consecutive terms.

Section 4. Vacancies/Compensation.

Any vacancy occurring in any group shall be filled with an appointment for the remainder of the unexpired term by the Town Council.

Members of the Authority shall serve without compensation but may be reimbursed for expenses actually incurred in connection with the performance of their duties in accordance with such rules as the Authority may from time to time adopt.

Section 5. Meetings.

The Authority shall meet as deemed necessary by the Chairperson but in any event it shall hold meetings at least quarterly. Special Meetings of the Authority may be called at any time by the Chairperson or Vice Chairperson. At least forty-eight (48) hours written notice of the time and place of Special Meetings shall be given by the Secretary or by the Chairperson to each member of the Authority.

All Authority meetings are to be held in accordance with Article 33C of Chapter 143 of the General Statutes of North Carolina, commonly referred to as the Open Meetings Law.

The Secretary of the Authority shall keep a record of its member's attendance, of the Authority's resolutions, discussions, findings and recommendations. The Authority may adopt its own rules of procedure or in absence thereof, "Robert's Rules of Order" shall apply.

Section 6. Attendance/Removal.

Faithful attendance at all meetings of the Authority and conscientious performance of the duties required of members of the Authority shall be considered a prerequisite of continuing membership on the Authority. Any member, who misses more than two (2) consecutive meetings without an excused absence or for any good cause related to performance of duties, may be replaced at the recommendation of the Authority, and in the discretion of the Blowing Rock Town Council.

Upon request of the member proposed for removal, the Town Council shall hold a hearing on the removal before it becomes effective.

Section 7. Voting/Rules of Conduct for Members.

No voting member shall be excused from voting, except upon matters involving consideration and determination in which a member has a direct personal or financial interest.

However, ownership of a tourism-related business and/or serving as a board member of a non-profit tourist attraction/organization shall not constitute a sufficient reason to be excused if an equal degree of general financial interest applies to other members and no direct personal or financial interest is gained.

Each member shall maintain the confidential nature of confidential material to which members may become privy to as a member of the Authority. No Authority member shall directly or indirectly solicit any gift, or accept or receive any gift, whether in the form of money, services, loan, travel, entertainment, hospitality, thing or promise, or any other form, under circumstances

in which a reasonable person would believe that the gift was intended to influence him/her in the performance of his/her duties, or was intended as a reward for any official action on his or her part.

Section 8. Officers.

The Chairperson of the Authority shall be designated by the Town Council. The Authority shall elect from the membership a Vice-Chairperson to serve in the absence of the Chairperson. The Finance Officer of the Town of Blowing Rock shall be the ex-officio Finance Officer of the Authority, and the Town Manager of the Town of Blowing Rock shall be the ex-officio Secretary to the Authority.

Section 9. Quorum.

A quorum shall consist of three (3) voting members of the Authority.

Section 10. Powers and Duties of the Blowing Rock Tourism Development Authority.

- a) To select appropriate goals for the enhancement and development of the tourism industry in the Town of Blowing Rock that are compatible with the Town's Comprehensive Plan;
- b) To seek, evaluate, and choose proposals from appropriate organizations which will address the establishment and approved goals of the Authority;
- c) To evaluate the effective and efficient implementation of the officially adopted plans of the Authority and of the Town Council (including the Town's Comprehensive Plan);
- d) To develop strategies and fund activities to assist in minimizing any negative impacts of tourism on the Town;
- e) To promote travel, tourism, and conventions in the Town, sponsor tourist-related events and activities in the Town, and finance tourist related capital projects in the Town;
- f) To advertise or market an area or activity, publish and distribute pamphlets and other materials, conduct market research, or engage in or sponsor similar promotional activities that attract tourists or business travelers to the area;
- g) To make recommendations to the Town Council for the efficient and effective enforcement of the Blowing Rock Room Occupancy and Tourism Development Tax;
- h) To conduct such market research as it deems necessary in order to devise and develop the goals and plans necessary to create an effective marketing plan to promote travel and tourism industry in the Town;
- i) To make Tourism-related expenditures that, in the judgement of the Authority, are designed to increase the use of lodging facilities, recreational facilities, and business establishments in the Town or to attract tourists or business travelers to the Town;
- j) To make Tourism-related capital expenditures and expenditures required to make the downtown tourist area and nearby green areas more accessible, attractive, and usable;

- k) To submit quarterly and at the close of the fiscal year to the Blowing Rock Town Council reports of its receipts and expenditures for the preceding quarter and for the year in such detail as the Town Council may require;
- l) To submit a proposed annual budget to the Blowing Rock Town Council for their review and comment prior to the Authority's formal budget adoption;
- m) To at least once annually hold a joint travel and tourism planning/goal-setting session with the Blowing Rock Town Council.

Section 11. Fiscal Year/Expenditures.

The fiscal year of the Tourism Development Authority shall run from July 1 through June 30.

Beginning on January 1, 2004, the Authority shall appropriate occupancy tax proceeds as designated in the adopted FY 2003-2004 Annual Budget by the Blowing Rock Town Council. All remaining occupancy tax proceeds for FY 2003-2004 shall be placed in a reserve account and may not be appropriated until the new Fiscal Year. However, the Authority may contract for background market research & studies, which enable the Authority to better understand the travel and tourism industry in the Town as well as the impacts of travel and tourism on the Town.

Beginning July 1, 2004, the Authority shall use two-thirds of the funds remitted to it by the Town Council to promote travel and tourism in Blowing Rock and shall use the remaining one-third of the funds remitted for tourism-related expenditures.


For the purpose of allocating expenditures, the Authority shall apply the following definitions:


- a) Promote travel and tourism. - To advertise or market an area or activity, publish and distribute pamphlets and other materials, conduct market research, or engage in similar promotional activities that attract tourists or business travelers to the area; the term includes administrative expenses incurred in engaging in the listed activities.
- b) Tourism-related expenditures. - Expenditures that, in the judgment of the Tourism Development Authority, are designed to increase the use of lodging facilities, meeting facilities, and convention facilities in the town by attracting tourists or business travelers to the town. The term includes tourism-related capital expenditures.

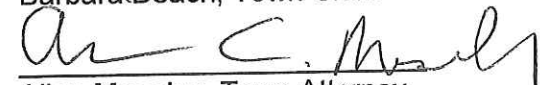
Section 12. Gifts.

The Authority may accept (with the approval of the Blowing Rock Town Council) any contribution, gift, bequest or devise, for any purpose consistent with the objectives and missions of the Authority, and as may otherwise be subject to law.

Adopted this the 9th day of December, 2003.


J. B. Lawrence, Mayor

ATTEST:

Barbara Beach, Town Clerk


Allen Moseley, Town Attorney



Town of Blowing Rock

1036 Main Street ☆ Post Office Box 47 ☆ Blowing Rock, North Carolina

MEMO

To: Mayor Sellers, Town Council and Interim Town Manager Mr. Jim Freeman

From: Nicole M Norman, Finance Officer

CC: Tracy Brown, Tourism Development Authority Director

Date: March 27, 2019

RE: TDA Bylaws Amendment- Request for Direction

Related to the Tourism Development Authority Board membership discussion at the January 2019 Town Council Annual Retreat meeting, in reviewing current membership requirements, there appears to be a need for an amendment to ensure a Town Council member holds a seat on the board regardless of the Town Council member's background or affiliation. Article II Section 2. Appointment of Membership states as follows:

a) The Blowing Rock Tourism Development Authority shall consist of five (5) members who shall be appointed and approved by the Town Council, shall also be voting residents and/or taxpayers of the Town, and shall be selected as follows:

Group One (Lodging) - 2 appointees

Two members shall be individuals who are affiliated with the businesses that collect the occupancy tax.

Group Two (Business/Tourism-Related) - 2 appointees

Two members shall be individuals who are affiliated with businesses and/or non-profit tourism attractions/organizations that are currently active in the promotion of travel and tourism in Blowing Rock.

Group Three (At-Large) - 1 appointee

One member of the authority shall be an at-large representative that has an active interest in the promotion of travel and tourism in the Town.

b) At least one member of the (5) member Tourism Development Authority shall be a Town of Blowing Rock elected official, which based on qualification, may represent any one of the three classifications.

Based on this, it is possible a Town Council member may not meet any required Group if the At-Large group is already filled by another member. Therefore, it is recommended that either a sixth appointee and Group Four be added to the Board, that would be Group Four (Town Council)- 1 appointee or, that one of the existing Groups be reduced by one appointee and the above described Group Four be added.

An evaluation of each alternative and an action plan should be developed to correct this issue.

Staff seeks direction from Town Council on how they would like to start a process to address this issue.

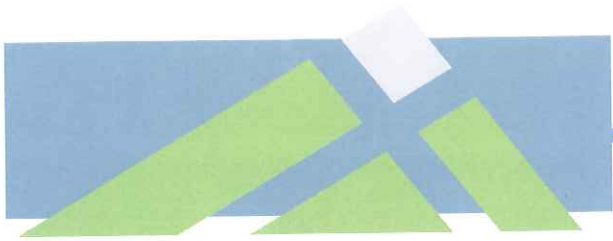
TO: Mayor Charlie Sellers and the Blowing Rock Town Council
FROM: Kevin Rothrock, Planning Director
SUBJECT: First Baptist Church – Request for Sidewalk/Parking Agreement
DATE: July 3, 2019

REQUEST

First Baptist Church is requesting an agreement with the Town to formalize sidewalk, curb/gutter, landscaping, parking, parking lot, and cross walk commitments related to the Sunset Drive Streetscape project.

The Church is planning to build a small gravel parking lot on the property at 411 Sunset Drive with steps to connect to the sidewalk. The Church is requesting the Town pay for the steps and install a crosswalk on Sunset Drive. A preliminary cost estimate for the steps is \$12,000.

Please refer to the attached preliminary parking lot plan and letter from FBC Deacon Chairman Reggie Bray.



First Baptist Church Blowing Rock

a place to believe...a place to belong...a place to become

April 30, 2019

Kevin Rothrock, Town of Blowing Rock

Thank you, Kevin, for meeting to discuss the plans for the Town's proposed use of the church's property. As we discussed, Iron Horse Construction has made a proposal to the church to use part of our property at 411 Sunset Drive (directly across the street from the Church) as a "laydown yard" for materials but specifically for their large heavy equipment parking. (proposal attached)

The church is willing to grant Iron Horse use of our land as they have proposed, providing the town grants us a permit for up to 9 parking places as shown on the also attached permit application to build.

The Church is additionally willing to allow the Town to place street curbing, sidewalk, and landscaping on the churches property with the understanding that the town provide a painted cross walk from the main Sunset entrance of the Church going across the street to the aforementioned 411 Sunset Drive property and we are also asking for the town to build steps from the street level to ground level on the 411 Sunset Drive property where the city is building the sidewalk, setbacks and having to graduate our land to accommodate this construction. \$ 12,000
steps +/-

The Church feels strongly that with the our continued growth and planned expansion, having a safe means of crossing Sunset is becoming a concern for all and needs to be addressed now. As previously discussed, the Town will allow the sidewalk etc. to be counted in our "green space" allocation.

Our Church certainly wants to be a good citizen and a contributor to the continued wellbeing of the Town, and we believe these conditions are mutually beneficial.

We respectfully ask that the Town's attorney reduce the side walk, curbing and landscaping, green space allocation, cross walk, steps, and the 9 additional parking permit for the 411 Sunset Drive property to an agreement of understanding that can be executed by the Town and our Deacon board representing the Church.

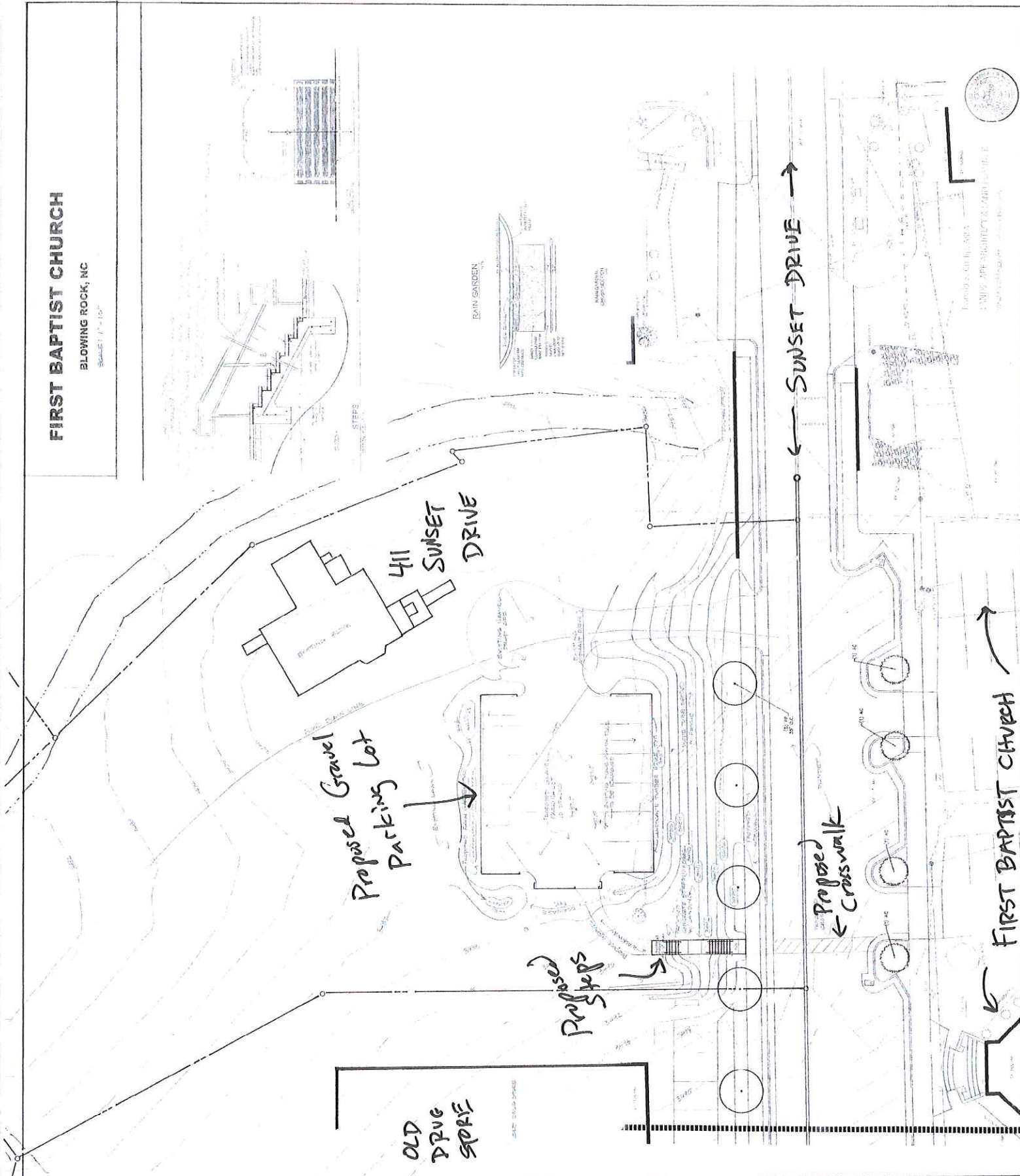
Chairman of the Deacons Board, First Baptist Church of Blowing Rock

843-384-4124

FIRST BAPTIST CHURCH

BLOWING ROCK, NC

SCALE: 1/4" = 1'-0"



Ad Hoc Committee Information will be emailed to Council.

FINANCIAL REPORT AS OF JUNE 30, 2019

Financial Overview

Please find reported, we are approximately 98% into fiscal year 2018-2019. It should be noted, audit and closing entries remain and therefore these totals do not reflect the actual closing position of the Town. Final totals will be delivered with the FY 2018-19 Audit presentation in December 2019.

Collections of 2018 property taxes total \$4,274,309 or 102% (this is less than 5% more collected at this point in the fiscal year than last year at this time and 1% above budget pace compared to last year) of budget at this time. With collections being one month in arrears, we have collected eleven months of motor vehicle taxes for the new fiscal year, with collections at \$84,362 or 105% (this is 7% more collected at this point in the fiscal year than last year at this time) of budget.

Sales tax revenues are collected two months in arrears, with \$1,521,845 or 84% (this is 3% higher compared to last year) of budget collected at this time. Building permit collections are at \$82,238 or 117% of budget, and zoning fees are at \$10,734 or 107%, these numbers are slightly above budget pace at this time though lower than last year at this time. As mentioned previously, last year's spikes in building permit fee revenue was due to new developments such as the Chestnut Development Partners project on Chestnut Dr., while zoning fee increases were associated with the spike in new home applications seen during last fiscal year and conditional zoning application fees.

The sixth and final utility billing of this fiscal year occurred in June, billings for the current fiscal year are at \$889,355 or 95% (10% below budget pace compared to last year's collections at this point in the fiscal year) and \$739,537 or 99% (6% below last year's budget pace) for water and sewer charges respectively. This is 3% above last year's collections for Water and 4% above collections for Sewer charges. Water and sewer connection fees collected to date are at \$30,767 or 181% and \$49,181 or 307% respectively. While lower than last year's collections, these fees are still well above budget due to remaining fees associated with the Chestnut Ridge Development Partners project on Chestnut Dr. being collected this year as previously noted.

Overall expenditures for the General Fund are at 97% (9% above last year at this time) and 71% (this is 7% below last year's spending at this time) for the Water/Sewer Fund. Overall revenue for the General Fund is at 97% (6% below last year at this time) and 82% (28% below last year's collections for the Water/Sewer Fund, however, this is mainly due to installment loan proceeds not yet expended or received as well as Fund Balance Appropriations made in the water/sewer fund, which will be transferred at year end. When these factors are considered, overall revenues for the Water/Sewer fund would be closer to approximately 97% collected, which is about 13% below typical budget pace at this time of the year). Since many of our revenues are collected in arrears, these totals are somewhat expected for the General Fund at this point in the fiscal year, though some funding associated with transfers and loan proceeds outstanding are also effecting these totals. Water/ Sewer fund revenues continue to be monitored and are expected to fall below budget at the end of the fiscal year. The previously reported revenue overstatement in the General Fund (due to new Parks & Recreation software) has been addressed and has been corrected for this financial report.

At this time, all department expenditures are in line with budget. See the attached report for departmental breakdowns.

Department Activity Notes

End of year financial entry work is underway and end of fiscal year reporting as well.

As an update on Middle Fork Greenway EFLAP funding, we are currently awaiting final funding authorization for construction engineering to begin on the project, up to this point only preliminary engineering has been performed due to the timing associated with expenditure of funds in this category and EFLAP spending requirements. Communication with project engineer Withers Ravenel and the NCDOT Local Programs Manager are ongoing as the project continues.

Thank you,
Nicole M. Norman
Finance Officer

TOWN OF BLOWING ROCK FINANCIAL SUMMARY REPORT

As of June 30, 2019, 98% of Fiscal Year 2018-2019

GENERAL FUND

REVENUES	Annual Budget	Actual to Date			Y-T-D % Collected
Current Year Levy of Property Taxes	\$ 4,194,204	\$ 4,274,309			101.91%
Motor Vehicle Taxes	80,030	84,362			105.41%
Utilities Franchise Taxes	366,165	314,958			86.02%
Local Option Sales Taxes	1,806,900	1,521,845			84.22%
Fund Balance Appropriated	-	-			0.00%
All Other Revenues	1,935,647	1,951,649			100.83%
	\$ 8,382,946	\$ 8,147,122			97.19%

EXPENDITURES	Annual Budget	Actual to Date	Encumbered to Date	Y-T-D % Spent & Encumbered
Governing Board	\$ 53,068	\$ 48,533	\$ -	91.45%
Central Government	2,046,570	1,473,914	-	72.02%
Public Buildings	664,445	615,780	18,332	95.43%
Administrative/Finance	435,101	405,174	-	93.12%
Police	1,310,596	1,248,436	-	95.26%
Emergency Services	1,068,314	1,003,401	-	93.92%
Planning and Inspections	310,319	288,196	-	92.87%
Street	1,154,846	1,075,876	-	93.16%
Sanitation	439,074	405,477	-	92.35%
Parks and Rec/Landscaping	900,613	808,086	-	89.73%
	\$ 8,382,946	\$ 7,372,873	\$ 18,332	88.17%

Y-T-D FUND BALANCE INCREASE (DECREASE)	\$ -	\$ 774,250	\$ 755,917
--	------	------------	------------

Property Tax Collection As a Percentage of Total Levy (Motor Vehicles Not Included)	<u>FY 2019</u>	<u>FY 2018</u>	<u>FY 2017</u>	<u>FY 2016</u>
	100.05%	98.49%	99.13%	99.02%

WATER AND SEWER FUND

REVENUES	Annual Budget	Actual to Date			Y-T-D % Collected
Water Revenue	\$ 938,716	\$ 889,355			94.74%
Sewer Revenue	743,716	739,537			99.44%
Connection Fees	33,000	79,948			242.27%
All Other Revenues	433,411	69,001			15.92%
	\$ 2,148,843	\$ 1,777,840			82.73%

EXPENDITURES	Annual Budget	Actual to Date	Encumbered to Date	Y-T-D % Spent & Encumbered
Administrative	\$ 645,138	\$ 441,474	\$ -	68.43%
Plant Operations	961,896	765,803	-	79.61%
Field Operations	406,174	320,649	-	78.94%
Transfer to Capital Projects	135,635	-	-	0.00%
	\$ 2,148,843	\$ 1,527,926	\$ -	71.10%

Y-T-D FUND BALANCE INCREASE (DECREASE)	\$ -	\$ 249,913	\$ 249,913
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