

**AGENDA**  
**VILLAGE OF FLAT ROCK COUNCIL MEETING**  
**VILLAGE HALL ASSEMBLY ROOM**  
**110 VILLAGE CENTER DRIVE**  
**JUNE 13, 2024**  
**9:30 AM**

**Call to Order**

**Moment of Silent Meditation**

**Pledge of Allegiance**

**Public Comments**

**Public Hearing – Proposed FY 2024-2025 Budget**

**Action – Adoption of Ordinance No. 126 – Fiscal Year 2024-2025 Budget**

**Agenda Approval/Changes**

**Consent Agenda**

1.
  - April 29, 2024 – Agenda Workshop Minutes
  - May 9, 2024 – Council Meeting Minutes

**Special Reports**

2. Administration – Village Administrator Christie
3. Park Update – Council Member Carpenter
4. Foundation Update – Council Member Toner
5. Transportation Update – Vice Mayor Coletta
6. Tax Report – Mayor Weedman

**Old Business**

7. Potential LDO changes – Council Member Gregory
8. Dye Creek bridges bid package – Council Member Toner

**New Business**

9. Board of Adjustment appointments – Council Member Gregory
10. Staff shirts – Council Member Jeter
11. FY 2023-2024 Budget Amendment – Budget Officer Toner

**Other Business**

12. Mayor-Council Reports

**Public Comments**

**Adjournment**

**VILLAGE OF FLAT ROCK COUNCIL MEETING MINUTES**  
**VILLAGE HALL – ASSEMBLY ROOM**  
**110 VILLAGE CENTER DRIVE**  
**JUNE 13, 2024**  
**9:30 A.M.**

Mayor Weedman presided over the June 13, 2024, council meeting at 9:30 a.m. Those present in addition to Mayor Weedman were Vice Mayor Coletta, Council Members Gregory, Jeter, Stuller, Toner, Village Clerk Parker and Village Administrator Christie. Council Member Carpenter was not present.

**MOMENT OF SILENT MEDITATION/PLEDGE OF ALLEGIANCE**

Mayor Weedman led the group in a moment of silent meditation. He then led the group in the Pledge of Allegiance.

**Public Comments** – None

**Public Hearing – Proposed FY 2024-2025 Budget**

Budget Officer Toner made a motion to go into the public hearing, seconded by Council Member Gregory. The motion was carried by unanimous vote. No comments were received from the public. Budget Officer Toner made a motion to go out of the public hearing, seconded by Vice Mayor Coletta. The motion was carried by unanimous vote.

**Action – Adoption of Ordinance No. 126 – Fiscal Year 2024-2025 Budget**

Budget Officer Toner presented and made a motion to adopt Ordinance No. 126 – Fiscal Year 2024-2025 Budget for the General Fund (copy attached), seconded by Council Member Gregory. The motion was carried by unanimous vote.

Village Clerk Parker mentioned no one from the public came into the Village Hall to review the proposed budget.

**Agenda Approval/Changes**

*Under Old Business - Item #8, Dye Creek bridges bid package release, Item #11, Budget Amendment FY 2023-2024* were added to the agenda. Council Member Jeter made a motion to approve the agenda as amended, seconded by Vice Mayor Coletta. The motion was carried by unanimous vote.

**Consent Agenda**

1. The Consent Agenda consisted of the following:
  - April 29, 2024 - Agenda Workshop Minutes
  - May 9, 2024 – Council Meeting Minutes

Council Member Gregory made a motion to approve the Consent Agenda, seconded by Council Member Jeter. The motion was carried by unanimous vote.

**Special Reports**

2. Administration – Village Administrator Christie

Village Administrator Christie reviewed the May 2024 zoning report dated June 11, 2024, and the Village Administrator report dated June 10, 2024 (see attached reports).

3. Park Update – Council Member Carpenter

In Council Member Carpenter’s absence, Park Director Dages gave the following update;

- Education sign for the Pollinator Garden has been installed.
- Park attendance averaged 756 cars/day, down ten percent from the same time last year.
- Muddy Sneakers has finished their school year with eleven field trips to the park, averaging about 640 students.
- Summer programs are in full swing at the park.

4. Foundation Update – Council Member Toner

The Park Foundation met June 10, 2024, and gave the following update:

- By law changes were approved after concurrence from Sharon Alexander, the village attorney, that the options for Zoom meetings are not in violation of any State regulations or established guidelines.
- The Foundation approved a transfer of \$107,000 to the Dye Creek project, with another transfer of similar size to be approved at the next meeting when the available Dye Creek funds are fully vetted.
- The Foundation budget for 2024-2025 was approved and includes reimbursement of \$111,600 to the Village for park expenses. The Village will provide \$89,000 to the Foundation.
- Friend of the Park Thank You Party was held Tuesday night at Hubba Hubba Smokehouse. Sharon Nunnelee, Park Foundation president, did a wonderful job recognizing those that helped support and make the project the success that it appears to be by all accounts, to date.
- Foundation is working on a dog-themed promo to be held in August with details in development.
- The 10<sup>th</sup> Anniversary celebration/fundraiser in development for the fall, possibly November.
- Qi Gong program has had three lessons, which were well received, and they are looking at a possible return in the fall.
- The Foundation is looking at five new board members, with discussions underway.

5. Transportation Update – Vice Mayor Coletta

Vice Mayor Coletta reported the following:

- Henderson County TAC set regional transportation priorities for NCDOT's P 7.0 which goes until 2035. NCDOT is minus \$191 million for our region, but the MPO wants priorities just in case. The top three will be forwarded to NCDOT. One affects us – access management on Spartanburg Highway.
- Notified NCDOT that stonework at the culvert will need masonry repair.
- Street signs, TDA wayfaring sign, and Highland Lake Inn sign removed for construction. Notified the Inn and the County to pick up signs.
- Flat Rock TAC met this past Tuesday. Dennis Flanagan continues to work on a scenic byway designation for W. Blue Ridge Road. According to Dennis, the road itself doesn't have enough contribution to be made a scenic byway, but he's looking into connecting it to Greenville Highway, which is already a scenic byway, and other roads to create a scenic loop.
- The committee reviewed speed sign placement for Little River Road and identified two areas, one heading east and one heading west, for speed signs. Vice Mayor Coletta will contact NCDOT about getting right-of-way permission to attach the speed signs to the NCDOT speed limit signs and order the signs.
- Vice Mayor Coletta heard from Father Josh at St. John in the Wilderness Church, and he is checking with NCDOT to get information on possibly putting blinking warning lights on the pedestrian sign on Rutledge west of the church crossing before the curve. He'll keep the Village informed on what he hears from NCDOT.

6. Tax Report – Mayor Weedman

As of June 13, 2024, the current fiscal year tax collections have all been collected except \$126.05 due to a foreclosure lot in Kenmure. The lot was sold at the Henderson County Courthouse. There is a ten-day waiting period on bidding, and the bidding is currently in the fourth period, which ends June 17, 2024.

**Old Business**

7. Potential LDO changes – Council Member Gregory

Council Member Gregory mentioned Kaitland Finkle, Regional Planner with Land of Sky Regional Council, worked with the Planning Board in finishing the technical review of the ordinance. The document includes items that the Planning Board felt were beyond their scope as to technical changes and involved possible policy changes. The purpose of today's discussion is for the Village Council to decide if they want the Planning Board to review and advise on the proposed policy changes. After review of the changes, Council gave the Planning Board permission to proceed.

8. Dye Creek bridges bid package release - Council Member Toner

Council Member Toner mentioned Andrew Bick, project engineer, has prepared a complete bid package for two pedestrian bridges. A bridge design drawing, included in the council member packets, has been created to look consistent with the bridges already in the park. Council Member Toner made a motion for Village Council to approve release of the bid package for two bridges, seconded by Vice Mayor Coletta. The motion was carried by unanimous vote.

**New Business**

9. Board of Adjustment appointments - Council Member Gregory

Council Member Gregory made a motion to appoint David Dethero to the Board of Adjustment for a three-year term ending August 13, 2027, seconded by Vice Mayor Coletta. The motion was carried by unanimous vote. Council Member Gregory made a motion to appoint Jimmy Chandler to the Board of Adjustment for a three-year term ending August 13, 2027, seconded by Vice Mayor Coletta. The motion was carried by unanimous vote.

10. Staff shirts - Council Member Jeter

Council Member Jeter presented a document from Southern Stitch showing price information for staff shirts. Council Member Jeter made a motion to spend \$650 for staff shirts, seconded by Vice Mayor Coletta. The motion was carried by unanimous vote.

11. Budget Amendment FY 2023-2024 – Budget Officer Toner

Budget Officer Toner presented a Budget Amendment for FY 2023 – 2024. Several items from the budget require an amendment to cover incremental expenses above the original budget approved amounts, specifically in the budget items for the Fire Departments, Audit Services, and Village Attorney. Budget Officer Toner is seeking approval of this amendment to address these issues. The funds required to cover these items come from increased tax and interest revenue and transfer from the Fund Balance to the General Fund. There may be additional amendments required once the June actuals are incorporated before the 2023 – 2024 budget is closed. Budget Officer Toner made a motion to approve the budget amendment, seconded by Council Member Gregory. The motion was carried by unanimous vote.

**Other Business**

12. Mayor – Council Reports

Council Member Stuller mentioned she will be attending her first City of Hendersonville Water & Sewer meeting in July.

Mayor Weedman mentioned the Village Attorney has concerns with indemnification in the contract for the new phone system with AT&T.

Council Member Gregory mentioned a note from the Sheriff's Office has been received thanking the Village for the lunch.

Council Member Toner reported the City of Hendersonville Council approved some funds for the Flat Rock Playhouse.

Council Member Jeter mentioned at the Land of Sky Regional Council meeting a presentation was made of a new program they are trying to get funding through the Americans Act of 1965, All Ages – All Stages.

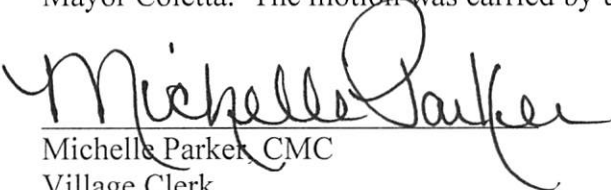
Council Member Jeter mentioned the staff appreciation luncheon will be June 25, 2024, 1:00 p.m., at Hubba Hubba Smokehouse.


**Public Comments** – Village Administrator received an email from Polly Angelakis giving an update from the Carl Sandburg Home National Historic Site:

- No news on the front lake dam project.
- Thanking Council for their support of the Music Festival. Approx. five hundred people attended.
- Rootabaga Express children’s plays start today. They will be offered every Thursday and Saturday in the park amphitheater at 10:15 a.m., through the end of July (no plays over the July 4<sup>th</sup> weekend).

**Adjournment**

At 11:14 a.m., Council Member Jeter made a motion to adjourn the meeting, seconded by Vice Mayor Coletta. The motion was carried by unanimous vote.

  
Michelle Parker, CMC  
Village Clerk

  
Nick Weedman, Mayor



**Ordinance No. 126**  
**Village of Flat Rock, Henderson County, North Carolina**  
**Ordinance to Adopt the Fiscal Year 2024-2025 Budget**  
**for the General Fund**

BE IT ORDAINED by the Council of the Village of Flat Rock, North Carolina:

**Section 1.** It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2024, and ending June 30, 2025

<u>Description</u>	<u>Amount</u>
Ad Valorem Taxes 2024/2025 @ 11.9 cents per \$100 valuation	\$ 1,667,029.00
Amounts Refunded	\$ -
Vehicle Tax	\$ 63,000.00
General Fund Sales Tax	\$ 680,000.00
ABC Tax	\$ 14,000.00
Utility Sales Tax - Video Programming	\$ 33,000.00
Utility Sales Tax - Telecommunications	\$ 9,000.00
Utility Sales Tax - Electricity	\$ 152,000.00
Utility Sales Tax - Natural Gas	\$ 20,000.00
Interest Income	\$ 150,000.00
Miscellaneous Income	\$ -
Permits & Fees	\$ 4,000.00
Flat Rock Park Facility Usage	\$ 8,000.00
Park Donations - Foundation	\$ 111,600.00
Fund Balance Appropriation	\$ 23,935.00
Total General Fund Revenues	\$ 2,935,564.00

**Section 2.** The following amounts are hereby appropriated in the General Fund for the operation of the Village of Flat Rock Government and its activities for the fiscal year beginning July 1, 2024, and ending June 30, 2025, in accordance with the chart of accounts heretofore established for the Village.

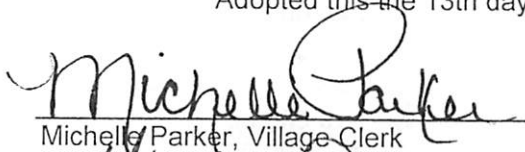
<u>Description</u>	<u>Amount</u>
Governing Body	\$ 28,000.00
Administration	\$ 552,750.00
Audit Services	\$ 35,500.00
Tax Department	\$ 2,500.00
Fire Departments	\$ 1,679,371.00
Legal	\$ 7,000.00
Public Buildings and Equipment	\$ 19,100.00
Elections	\$ 3,000.00
Community Support	\$ 25,500.00
Kudzu and Hemlock Maintenance	\$ 10,000.00
Planning	\$ 6,000.00
Park Operation and Maintenance	\$ 433,995.00
Park Foundation	\$ 89,000.00
Contingencies	\$ 43,848.00
Total General Fund Expenses	\$ 2,935,564.00

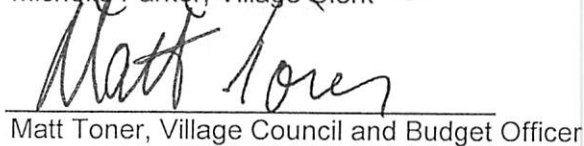
**Section 3.** The Budget Officer is hereby authorized to transfer appropriations as contained herein under the following conditions:

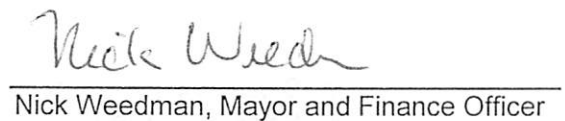
- a. The Budget Officer may transfer amounts between line item expenditures within a department without limitation and without a report being required. These changes should not result in increases in recurring obligations such as salaries.
- b. The Budget Officer may transfer amounts up to \$10,000 between departments, including contingency appropriations. The Budget Officer must make an official report on such transfers at the next regular meeting of the Council.

**Section 4.** Copies of this Budget Ordinance shall be furnished to the Clerk, to the Council, and to the Finance Officer to be kept on file by them for their direction in the disbursement of funds.

Adopted this the 13th day of June, 2024.

  
Michelle Parker, Village Clerk

  
Matt Toner, Village Council and Budget Officer

  
Nick Weedman, Mayor and Finance Officer



**Village of Flat Rock**  
**Budget for Fiscal Year 2024-2025**  
**Budget Message**

**Income**

Ad valorem property taxes @ \$0.119 / \$100	\$1,667,029.00
General fund sales tax	\$680,000.00
Utilities sales tax	\$214,000.00
Interest	\$150,000.00
Foundation transfer- in	\$111,600.00
Vehicle Tax	\$63,000.00
Special Revenue transfer-in	\$23,935.00
Alcohol tax	\$14,000.00
Permits and fees	\$12,000.00
Total Revenue	\$2,935,564.00

**Expenses**

Fire Protection	\$1,679,371.00
Administration	\$571,850.00
Park Operating & Maintenance	\$433,995.00
Foundation support	\$89,000.00
Contingencies	\$43,848.00
Audit Services	\$35,500.00
Governing Body	\$28,000.00
Community Development	\$25,500.00
Kudzu & Hemlock Control	\$10,000.00
Legal & Tax Services & Elections	\$12,500.00
Planning	\$6,000.00
Total Expenses	\$2,935,564.00

**Overview**

The fiscal year 2024-2025 budget is presented for consideration by the Village Council on May 9<sup>th</sup> 2024. There has been no revaluation of Henderson County property value this past fiscal year and this budget has been developed utilizing the same tax rate of \$0.119 per \$100 of assessed value as last year.

As mandated by North Carolina Statute 159-823, General Fund Revenue and Expenses are in balance, at \$2,935,564. General Fund Revenue and Expense budgets are up \$193,538 (7%) versus last year.

## **General Fund Revenues**

As noted, the 2024-2025 revenue budget of \$2,935,564 is up \$193,538 (7%) compared with the 2022/2023 budget, net effects of the American Rescue Plan (ARP). The increase in revenue is associated with increased Ad valorem tax receipts \$85,438 (5.4%), an expected increase in Park Foundation transfers \$51,600 (86%), increases in interest income \$50,000 and general sales tax revenue \$30,000 which offset decreases in Motor Vehicle Tax -\$9,000 and utilities tax -\$9,000.

In forecasting revenue for the next fiscal year, the Village relies on two sources of information. First, the Henderson County Assessor provides periodic estimates of values for real and personal property as well as vehicles. The latest estimates are used in this budget. Second, the North Carolina League of Municipalities (NCLM) provides their estimated changes for general sales tax utility sales taxes and liquor taxes which are used in the budget process.

## **General Fund Expenses**

The expense budget of \$2,935,564 also reflects an increase of \$193,538 (7%), net of ARP.

By far, the largest expense item is payment of fire protection services from the three fire departments, with whom we contract. Total fire protection cost is \$1,679,371, (Blue Ridge Fire and Rescue \$1,125,044, Valley Hill Fire \$377,164, and Green River Volunteer Fire \$177,163) an increase of \$94,265 (5.9%) versus last year's budget. Fire Department rates remain unchanged from last year; the increase reflects increased ad valorem tax collection.

The second largest expense is Village administration. Administration and associated contracted services and general government cost is projected at \$571,850 an increase of \$32,262 (5.9%) versus the previous year. The increase is primarily driven by cost-of-living salary and benefit adjustments, as well as inflation related increases in various service contracts.

The cost to operate and maintain the Park at Flat Rock is projected at \$433,995, an increase of \$70,637 (19.4%). This increase is also driven by cost-of-living salary and benefit adjustments, service contract increases and additional maintenance (road project +\$21,000) and equipment (work vehicle +\$24,000) requirements.

The Dye Creek remediation project, which will address stormwater, water quality and invasive species issues associated with the Dye Creek will largely be completed in FY '23-'24 and is funded through a separate capital project fund, which is underpinned by grants, Foundation donations and an ARP allocation.



**To:** Mayor and Council  
 Planning Board Members

**From:** Zoning Administrator

**Date:** June 11, 2024

## Ordinances Activity Report for May 2024

Ordinance Activities	This Month	2024 YTD	2023 YTD
Compliance Certificates Approved for SFD's	0	4	15
Temporary Compliance Certificates Approved	0	0	0
All Other Compliance Certificates Approved	1	7	27
Certificates of Occupancy/Compliance Approved	6	14	42
Variance Applications	0	0	0
Special Exception Application	0	0	0
Special Use Permit Applications	0	0	1
Appeal Applications	0	0	0
Special Use Permit Amendment Applications	0	0	0
Rezoning/Text Amendment Applications	0	0	0
Subdivision Application	0	0	1
Floodplain Development Application	0	0	0
Sign Permits	0	0	1
Historic Landmark Status Application	0	0	0
Ordinance Fees Received	\$75.00	\$1,200.00	\$5,000.00

### May 2024 Ordinances Activity Report

**Certificates of Zoning Compliance applications approved:**

1 – Deck Extension - (Chanteloupe)

**Highland Lake PMUD:** Letters of credit for Unit 4 have expired. Unit 1 Block 1, now called Park Residences @ Highland Lake Village, came before Council where it was approved. They have received their erosion and sedimentation permits and their stormwater permit from the County. They are still finalizing figures for the bank for the Completion Assurance Agreement and asked for confirmation for what we mean by Infrastructure (roads, stormwater, water, sewer). According to the developer, they are going to close on funding soon and be ready to pull the permit around July 1<sup>st</sup>. They hope to be clearing by mid-August.

### **Misc. zoning and other ordinance issues:**

- Minor subdivision at Trenholm and Little River Rd approved (Captain Smyth's Preserve). Infrastructure has been installed. Plat was signed and has been recorded. Need proof of covenants being recorded at the register of deeds and the homeowner's association still needs to be established through the secretary of state before any lots can be sold. We have been informed that the owner's trustee has all the needed information to complete these tasks. No further updates.
- The audit of our Land Development Ordinance (LDO) is continuing as the contract has been extended for six months. The consultant has reviewed the existing LDO for compliance with 160D and presented it to Council. Council also received a list of possible policy recommendations at their May meeting and was asked to review it and/or add to the list. These potential changes will be taken back to the Planning Board for review and recommendation. Once all the language is agreed upon and approved by our attorney, it will need to be adopted at a public hearing.
- The properties along Greenville Hwy across from Rutledge Drive were for sale. The listing broker/realtor had inquired about cutting in a driveway for one lot and the requirements for creating a driveway easement. I spoke to a woman who said she is in escrow who only wants to build one SFD. Update: I checked Henderson County GIS and confirmed that she did purchase those two properties.
- Reviewing a survey for a driveway easement for property on Mountain Close Lane. It is proposed to go across an unopened alley whose ownership is unknown. After researching and conferring with our attorney, the determination is that the owner of the unopened alleyway must be found as only they can grant permission for an easement over that property. Update: Spoke with property owner's attorney who suggested doing a "withdrawal of dedication". Per NCGS 136-96, the section that may apply is if the corporation no longer exists, it is presumed that have no further right, title or interest in the land...I asked the attorney to put this in an email which I have sent to our attorney for review.
- Ravenswood: Property on Meminger Dr. went up for sale. Specifically, it is a lot with an existing SFD that is located right on Little River Road and is zoned C-1. Have spoken to neighbors and the HOA president. Looked at old zoning maps dating back to 1998, and it appears that the property has been zoned commercial since that time.
- Received a public records request from an attorney's office located in Durham for all records pertaining to Lake House Academy. Those were sent electronically last week. Also took a phone call from a representative from Embark Behavioral Health. They were following up on their request to change from a therapeutic boarding school to a residential treatment center. (This is not permitted use in the Residential Conference (RC) zoning district.
- Went out on a complaint that a worker from a house under construction (in Bonclarken), could be seen on the adjacent property via their ring camera.
- Worked with an owner and builder in Berwick Downs reference the location of their pool and combination pool house/garage.
- Met with a gentleman who purchased property above Dunroy from Joe Crowell. It is likely that a variance will be applied for in order to build a SFD.

## **SCO, TPO, FDPO, HLO:**

- In April of 2021, we received a request from a property owner's engineer to sign off on a FEMA application for a Conditional Letter of Map Revision for fill (CLOMR-F) for two lots in Statonwoods subdivision on Mockingbird Dr. In September of 2022, the property owner came into the office requesting a certificate of zoning compliance application to build a SFD. He had paperwork with him from FEMA dated June of 2021 which was FEMA's conditional concurrence of the (CLOMR-F) request. We never received that letter at the office. He still needed a floodplain permit and a CZC permit to bring in fill and build the house. In June and October of 2023, the property owner was again reminded that he still needs to obtain both a flood plain permit and a zoning permit to build a SFD when he inquired about permits. On October 6<sup>th</sup>, 2023, both applications were dropped off at the office with no plans or documentation attached. Have had multiple communications with the owner's representative and engineer because throughout this process, we believed the proposed house was going to be a slab on grade. Ultimately, we determined that the owner wants to bring in fill and then cut into the fill to create a crawl space. He was working with our local consultant and state official from the North Carolina Division of Emergency Management as this change could affect the CLOMR-F previously issued by FEMA. The last communication between our consultant and the property owner was December 1<sup>st</sup>, 2023. Update: On May 9<sup>th</sup>, I received, via email, a foundation/elevation drawing. I reviewed it and sent it to our consultant noting that I thought it was still missing information and was not an engineer sealed document. Our consultant reviewed the CLOMR-F from last year again and noted that it was for the lots, not the structure and that we still need a drawing that shows the requested openings in the crawl space as required by our flood plain ordinance. He again suggested to the property owner that they submit a CLOMR-F for the building itself and sent a new CLOMR-F application to the property owner. I checked back in with our consultant to see if I needed to do anything else. According to our consultant, the ball is in the property owner's court.
- The Historic Landmark Commission last held a meeting in April 2022. The situation at Beaumont may necessitate the involvement of the commission soon. Spoke with the current owner who initially inquired about demolishing the house and subdividing the property. Researched this and conferred with Village Attorney in order to respond. During this time HFR also communicated with the owner and ultimately, he has decided to sell the property to a neighbor. I spoke with the new owner prior to the sale and sent him some information about the Historic Landmark Status of Beaumont. The commission may be called upon to meet if a certificate of appropriateness application is received. Update: The property was sold to Beaumont House LLC and closed on May 31<sup>st</sup>, 2024. According to HFR, the current owner intends to sell the property to someone who wants to restore it.

## **Planning Board and Board of Adjustment Meetings:**

- The Board of Adjustment did not meet in May. They are still planning on looking at their bylaws at a future meeting.
- The Planning Board met on May 7<sup>th</sup>, 2024, and discussed the LDO/Comprehensive Land Use Plan alignment. They did not meet in June pending the Council policy discussion/direction. The next scheduled meeting is July 2<sup>nd</sup>, 2024.

**Village Administrator Report  
June 10, 2024**

**Flat Rock Crime Reports:**

Information obtained from the Citizen Connect incident map link on Henderson County Sheriff's Dept. website shows a map with icons indicating an incident, but with no street names (or dates) to confirm location. The map icon locations are historically inaccurate and need to be verified as being within Village boundaries. Therefore, they are not included.

**Reporting period of May 1, 2024 – May 31, 2024:**

The call for service history provided by the Sheriff's department to the Village reveals 145 total calls, with 109 under the law category, 15 under fire, and 21 under EMS. Out of the 109 calls under "law", 9 were listed for animal enforcement, 4 listed as animal enforcement phone call, with 1 listed as wildlife and 2 listed as animal trap request.

**Website/Facebook Report/EV Charging Station Stats:**

**Reporting period of May 1, 2024 – May 31, 2024:**

- There were 6449 - page views on the home page of the website, an increase of 1044 from the previous month.
- Continuing the trend, the calendar had more views than the default home page with a total of 14,679 views.
- Following the default home page views, the following 12 sections were viewed most, in descending order: Park Facility Reservations, About Us, Park Facilities Reservation Calendar, Media Archives, Meeting Room Reservations, Home, Mayor and Council, How Do I..., Volunteer Opportunities, Historic Landmarks, Contact Us, North Highland Lake Road Project.
- Items added or updated: Park facilities reservation calendar information, calendar (Shred Day, Ice Cream Social), updates of scheduled meetings of council (Budget Public Hearing), boards and committees, approved council meeting minutes, council meeting agenda, links to community events, road construction updates, and information about the Dye Creek Project.
- Facebook stats for May 2024:
  - Followers: 1916
  - Post Engagement: 651
  - Post Reach: 6549
  - New Followers: 36
- Electric Vehicle Charging Station Uses:
  - May 2024: 19- Utility cost for last 30 days=\$82.00 for 550 kWh based on \$0.15 per kWh. The Village started charging \$0.20 per kWh last August. Session Fees are the amount ChargePoint collects and remits to the Village. For May 2024 it was \$126.10.

### Village Hall Office, Grounds, Park, Misc. and Communications:

- For the upcoming month, notices emailed regarding the Village monthly meetings and events. Updated online meeting calendar for May. Updated website as needed.
- Park related issues and staff support: Worked with Council Member Carpenter, Council Member Toner, Michael Dages, and Tracey Daniels. The Park Commission met on May 23<sup>rd</sup>, 2024. The next scheduled meeting is June 27<sup>th</sup>, 2024.
- Park updates include program attendance, Muddy Sneakers, Dye Creek project, pollinator garden sign and a continuation of the Mini-Pavilions discussion.
- Attended the Park Foundation meeting on May 6<sup>th</sup> and June 10<sup>th</sup>, 2024. The next scheduled meeting is August 5<sup>th</sup>, 2024.
- The Park Foundation committed \$30,000 towards the budget for a new “gator”.
- Dye Creek- The Park Foundation received one grant of \$20,000 for signage, and another grant through the Community Foundation for \$10,000. They also provided the village with the resources to apply for a grant from the North Carolina Division of Water Resources which was fully funded at \$190,580.00. Fundraising for the Dye Creek project has exceeded expectations. Update: Michael has submitted the first reimbursement request to NCDEQ. The reimbursement for over \$6,000 was received June 7<sup>th</sup>, 2024.
- Dye Creek Project Management Contract- The contract was approved and signed.
- Council awarded the Dye Creek project to Baker Grading and Landscaping. They have completed all the work except for final plantings.
- We have received the Dye Creek pay application from Baker. It has been reviewed and sent to the budget and finance officers for review and processing.
- Mr. Dages has received the revised bridge designs from Mr. Bick. This will be discussed at the June Council meeting and hopefully approved to go out to bid.
- Land of Sky ARP - Staff and Council continues to work with Mary Roderick as needed. She submitted our annual report April 25<sup>th</sup>. We will need to report again next year.
- The Flat Rock Transportation Advisory Committee continues to meet quarterly. They met on June 11<sup>th</sup>, 2024.
- Have confirmed estimates for budget purposes to repaint the ceiling in the Highlander Room and the exterior of Village Hall. Will contact after July 1<sup>st</sup>.
- Renewed health insurance through NCLM.
- Asked by a company called Developmental Associates, LLC to participate as an assessor in the hiring of a new Town Manager for Mills River.
- Registered for the SIMON 365 portal in conjunction with our new health insurance provider.
- Prepared public hearing notice for the Budget hearing on June 13<sup>th</sup>, 2024.

## Community Meetings, Networking, Agency Contacts:

### *Hendersonville Lightning*

HC Permits and Inspections

Hendersonville Development Assistance Dept

Blue Ridge Fire Dept

Town of Mills River Manager, Clerk, Zoning Administrator, and Park Director

City of Hendersonville Public Works Director, Planning Manager

Town of Fletcher Manager, Park Director, and Planning Director

Town of Laurel Park Manager

Henderson County Planning Director, and Planning Staff

Henderson County Director of Site Development

Henderson County Emergency Operations

Attended the National Flood Insurance Program (NFIP) virtual workshop #2 on May 1<sup>st</sup>, 2024.

Attended Shred Day event on May 4<sup>th</sup>, 2024.

Henderson County TAC meeting was moved to June 3<sup>rd</sup>.

Attended the Town of Mills River Manager Assessment exercise on May 30<sup>th</sup> and 31<sup>st</sup>, 2024.

Report prepared by:

Patricia Christie, CZO

Village Administrator