



Town of Blowing Rock

Date: Tuesday, June 14, 2022, 6:00 p.m.

Location: 1036 Main Street, Blowing Rock, NC 28605

Agenda

Item		Present & Participants
I.	CALL TO ORDER – ROLL CALL FOR ATTENDANCE	Mayor Charles Sellers
II.	PLEDGE OF ALLEGIANCE	Mayor Charles Sellers
III.	APPROVAL OF MINUTES – By Roll Call 1. May 10, 2022 – Regular Meeting and Closed Session Minutes 2. May 17, 2022 – Budget Workshop Meeting Minutes REGULAR AGENDA ADOPTION	Mayor & Council
IV.	CONSENT AGENDA: 1. Budget Amendment - #2022-08 2. Laurel Lane Contract Approval 3. Blowing Rock ABC Store	Mayor & Council
V.	PUBLIC COMMENTS..... <i>comments shall be limited to three (3) minutes</i>	
VI.	PUBLIC HEARING: 1. FY 22-23 Budget	Manager Shane Fox
VII.	REGULAR AGENDA: 1. BRAHM Art Request 2. Audit Contract 3. Parking Update	Parks and Rec Director Jennifer Brown Manager Shane Fox Police Chief Aaron Miller
VIII.	OFFICIALS REPORTS & COMMENTS: 1. Mayor	

	<p>2. Council Members</p> <p>3. Town Attorney</p> <p>4. Town Manager</p>	
IX.	CLOSED SESSION – 143-318.11.(5) <i>To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract</i>	
X	ADJOURNMENT/RECESS... <i>Mayor Charles Sellers entertains a motion and second to adjourn or recess the meeting.</i>	

Town Council Meeting - Tuesday, May 10th, 2022

The Town of Blowing Rock Town Council met for their regular monthly meeting on Tuesday, May 10 2022, at 6:00 p.m. The meeting took place at Town Hall located at 1036 Main Street Blowing Rock, NC. Present were Mayor Charlie Sellers, Mayor Pro-Tem Doug Matheson and Council Members Albert Yount, David Harwood, Melissa Pickett and Pete Gherini. Others in attendance were Town Manager Shane Fox, Town Attorney Allen Moseley, Town Engineer Doug Chapman, Police Chief Aaron Miller, Planning Director Kevin Rothrock, Parks and Recreation Director Jennifer Brown, Public Works Director Matt Blackburn and Town Clerk Hilari Hubner who recorded the minutes.

Tue, 5/17 1:34PM • 1:06:27

SUMMARY KEYWORDS

short term rentals, ordinance, permit, pool, requiring, planning board, kevin, town, moving, motion, property, meeting, comments, council, elle, valley boulevard, shane, mayor, wilmington, closed session

SPEAKERS

David Harwood, Aaron Miller, Allen Moseley, Albert Yount, Jennifer Brown, Shane Fox, Doug Matheson, Jane Sellers, Melissa Pickett, Pete Gherini, Brittany Bonn, Charlie Sellers, Kevin Rothrock

Charlie Sellers 00:00

Thanks for coming out tonight to the May 10, 2022 Town Council Meeting. If you would please, roll call for attendance.

Albert Yount 00:00

Here

David Harwood 00:00

Here

Melissa Pickett 00:00

Here

Doug Matheson 00:00

Here

Pete Gherini 00:00

Here

Charlie Sellers 00:00

Rise for the Pledge of Allegiance. All righty, can I get a motion to approve the minutes from the April 12, 2022 regular and closed session minutes.

Doug Matheson 00:00

Motion to approve.

Pete Gherini 00:00

Second.

Charlie Sellers 00:00

I have a first and I have a secound. All in favor?

Albert Yount 00:00

Yes

David Harwood 00:00

Yes

Melissa Pickett 00:00

Yes

Doug Matheson 00:00

Yes

Pete Gherini 00:00

Yes

Charlie Sellers 05:48

Moving right along the regular agenda, Council. I'm gonna let Kevin here in just a minute make up a couple of notes on Tammy Bentley, but also we've added a closed session to this evening's meeting this is to discuss attorney client litigation. So just be aware, this was a last minute request. So do I have a motion to approve the regular agenda?

David Harwood 05:55

So moved

Charlie Sellers 11:41

Do I have a second?

Melissa Pickett 11:45

Second

Charlie Sellers 11:46

Any discussion? All in favor?

Albert Yount 11:49

Yes

David Harwood 11:50

Yes

Melissa Pickett 11:52

Yes

Doug Matheson 11:53

Yes

Pete Gherini 11:54

Yes

Charlie Sellers 11:54

Now, consent agenda. Do I have a motion to approve consent agenda?

Pete Gherini 12:01

So moved

David Harwood 12:03

Second

Charlie Sellers 12:03

All in favor?

Albert Yount 12:04

Yes

David Harwood 12:04

Yes

Melissa Pickett 12:04

Yes

Doug Matheson 12:22

Yes

Pete Gherini 12:23

Yes

Charlie Sellers 12:24

Moving along to AMOREM presentation.

Brittany Bonn 12:28

Ms. Brittany Bonn representative for AMOREM Hospice explained in detail the current construction of a patient care center currently under construction in the High Country. The center will serve patients of Ashe, Avery and Watauga counties and be the first in this region. I'd say I guess I'm very partial to this project because my daughter works for you. And I've seen what she does day in and day out working with hospice care, and she's remarkable. To do what they do is something I just couldn't do, I mean, and deal with it. You know, each day, the need for this. We've tried before we're getting my sister when before she passed away. The beds were full down there. I mean, we couldn't get her in. So she ended up dying in hospital, but I mean, it's a very big need for this and congratulations for trying to get this done. Thank you for that. How will people contact you for additional information? They can reach out to us at just at our main phone number, which you said which is 828-754-0101. And they can also find more information about the project at our website, which is amoresupport.org.

Charlie Sellers 21:35

Thank you. Just recently we lost a very, very fine employee here at the Town of Blowing Rock, Tammy Bentley. I'm gonna let Kevin Rothrock make a few comments.

Kevin Rothrock 21:59

Thank you Mayor. Most of you already know. But for some that don't know, Tammy Bentley passed away April 19. And she was an incredible member of our Town Hall team. She worked for us, I want to say almost 12 years in the Planning Inspections office and she was not just a secretary or administrative assistant. She was a certified zoning official. She had done all that work to be certified. She was a real estate agent, she was a broker. Many people don't know that. That's why she knew so much. And if you could not get the answer from Tammy, there probably was not an answer to be found. She knew everyone. She knew everything about the town. She was just a great, dedicated employee and just a great friend. She in fact, she took care of our animals and we were gone on vacation. She lived right down the road from me. And so if you don't mind, we could have a moment of silence for Tammy and her husband Stan and her daughter Megan and her son Lucas during this time appreciate it.

Charlie Sellers 23:43

Thank you Kevin. She was a true asset to our community. Okay, moving right along. Ladies. Thanks again. Have a good evening. We have two public hearings tonight. One is NCDOT land purchase. I'll let Kevin Rothrock lead off and give us the details.

Kevin Rothrock 24:06

I don't have those details. This might be where Shane.

Charlie Sellers 24:15

You want me to.

Kevin Rothrock 24:16

Yeah

Charlie Sellers 24:17

Okay

Shane Fox 24:17

I'm here.

Charlie Sellers 24:19

Oh my gosh. I go to church Sunday.

Shane Fox 24:29

Is it a full house is what I am asking. Is the all the seats taken?

Charlie Sellers 24:37

Go for it, Shane.

Shane Fox 24:39

All right. Perfect. So this public notice is and let me know if you can hear me if I'm talking too loud or not loud enough. You woke us up Shane. I apologize. That's Thomas's doings on the speaker volumes but the public notice is in regards to the piece of property that's across from Food Lion. The NCDOT property that we the commitment to purchase way back at the end of 2019. We finally got through the red tape so to speak with NCDOT and committed to the closing. After we were able to move forward the purchase of the property, it was made aware of us that we should have entered or should have conducted a public hearing based on the financing agreement with our bank, UCBI. So you all have already approved the purchase of the land and the financing package that's in place, but we simply did not have a public hearing, which was the last step to satisfy the financing package, again, for UCBI, the bank of our choice. And if you recall, we went through the bidding process, and that was the low bid. The purchase of the property is \$442,250 interest rates, I don't have in front of me 1.2 something 1.3. Annual cost is around \$48,200. So I think I can say about \$40,000 in interest total with interest rates so low. This is simply just a public hearing that allows anyone a chance to speak. And then after that, if you all will make a motion to accept the finance package and then we'll close the public hearing and move on with property purchase.

Charlie Sellers 26:26

Council, comments, questions for Shane

Doug Matheson 26:29

I make a motion we open the Public Hearing.

Charlie Sellers 26:34

Thank you, you're quick tonight. We have a motion to open the public hearing. Is there anyone in the audience that would like to speak on the financing of this piece of property for the Town of Bowling Rock? Okay. Do I have a motion to close the public hearing.

David Harwood 26:59

Motion to close the public hearing.

Albert Yount 27:00

Second.

Charlie Sellers 27:01

I have a first and I have a second. All those in favor.

Albert Yount 27:04

Yes

David Harwood 27:04

Yes

Melissa Pickett 27:07

Yes

Doug Matheson 27:07

Yes

Pete Gherini 27:07

Yes

Charlie Sellers 27:07

Public hearings closed. Do I have a motion to approve to approve the financing offered by the lender moving forward with the purchase of the property from NCDOT.

Albert Yount 27:21

So moved.

Melissa Pickett 27:22

Second

Charlie Sellers 27:22

I got a second, any further discussion? How do you vote? Listen, I don't envy. Yes. Okay.

David Harwood 27:34

Yes

Melissa Pickett 27:34

Yes

Doug Matheson 27:34

Yes

Pete Gherini 27:34

Yes

Albert Yount 27:34

Yes

Charlie Sellers 27:35

Moving right along. Okay, this next one is short term rental ordinance change. Mr. Rothrock.

Kevin Rothrock 27:52

Thank you, Mayor and Council. Recently, a North Carolina Court of Appeals case decided that the North Carolina General statutes prohibits communities from requiring permits and registrations for short term rental uses. Involved in this case was the city of Wilmington, which had a permitting requirement to register short term rentals in the city and also requiring a lottery for those property owners who wish to rent their property. The lottery process was to limit the number of short term rentals by a distance requirement. And both of these processes were deemed invalid by North Carolina Court of Appeals. In response, our town attorney recommends we stop requiring this type of permitting or registration that we currently do for short term rentals and remove that language from land use code. Our land use ordinance will still require some of the provisions about smoke detectors, 911 address postings and other information that's critical to someone that's a tenant. Planning Board reviewed this draft ordinance in April and recommend approval as written. I've attached that draft ordinance but before I get into details, I did put another draft in front of you your space tonight that has one additional change. Alan and I spoke a little bit today about this change and how like that here in the first highlighted section. In this draft, we take out the zoning permit language specific to short term rentals in this case. And then in subsection G any anything related to revoking that permit and then in the in the next section down we strike that language related to short term rentals permitted by right or any documentation about this nonconformity. Strike that language. Section B is in green, we added that today, instead of listing this information on a permitting or a registration type form, we changed that to say that a local contact person or management company must be clearly posted in the dwelling unit. And that that person will be responsible to respond to complaints for emergencies within two hours, which is what our code already says. So we don't care that we get a list of that it should be posted somewhere pertinent in the in the rental unit so they can know who to contact. Allen and I talk a little bit more about this too. The School of Government had a blog to summarize the court case and kind of the ins and outs of permitting and how short term rentals are regulated in North Carolina. And there may be some language that would allow us to have a zoning permit because short term rental is a change in use, or is a use category in our zoning ordinance. So if you change from single family, or just a dwelling unit and you want to rent it short term, that would be a change in use. And conceivably we could require a zoning permit to make that change, to make sure these things are in place related to smoke

detectors, carbon monoxide, 911 addressing and things that we're asking for. So Allen is that pretty close to what we talked about today

Allen Moseley 32:04

There's a distinction between requiring registration and registration makes it seem like more, it's somebody who's actually an individual or individuals who own a piece of property having to register with the town versus a zoning permit, which is really more related to just the use of the property in accordance with our zoning ordinance. There's a distinction between the two. And sometimes it's a little hard to draw the clear line between the two. But clearly registration is prohibited. So what we're trying to do is balance our need to, from a health, safety and welfare standpoint to regulate short term rentals, but at the same time, not run afoul of this court of appeals decision.

Kevin Rothrock 33:12

One last thing I want to be clear on is that we are not expanding short term rentals to any new zoning districts or restricting them those districts that they're allowed. And it has no bearing on on what this ordinance changes. So want to make that clear. Glad to answer any questions?

Albert Yount 33:33

Just wondering, you've crossed out Section G. Is that correct?

Kevin Rothrock 33:40

Yes, sir.

Albert Yount 33:42

And another one down here. Can you explain that?

Kevin Rothrock 33:48

Well, it made reference to a permit, which was part of how we started this about three years ago to apply for a short term rental permit. And we're trying to remove that language. So that is not a reference and trying to be consistent with the statute.

Albert Yount 34:13

I mean, I'm just asking, Kevin, I'm not complaining. You're taking out the revocation process, it appears for violations of the town code. That's what I want to know why.

Kevin Rothrock 34:31

Those violations are not going to be tied to their permit. If we require a zoning permit, those violations are not going to be tied to it those violations would be violations of town code would be penalized as such. So if they've got a noise issue, just like anybody else that doesn't have short term rental that's going to be prosecuted by the police, based on their noise ordinance violation. not tied to a registration requirement.

Albert Yount 35:06

So in your, I think you're saying to me this doesn't weaken the ordinance against people raising the roof of that?

Kevin Rothrock 35:15

Exactly. It does not. Yes, sir. ordinance still stands with issues related to dog run loose, noise, other violations of the town code? Yes sir.

Albert Yount 35:28

You concur that. Yes Okay

Doug Matheson 35:33

On that issue of what you were just talking about the complaint driven. I think we have an ordinance that we put in on trash also, that they have a certain time, well, I think it's townwide to their containers, put back to where they don't sit out there all week also.

Charlie Sellers 35:53

Is that 48 hours?

Kevin Rothrock 35:55

Yeah, that's already in there. We did make reference to it. And it's in here, item D. And it's still in there. We just brought that out of the town code and made it be addressed in short term rental, just so they know about it. It applies to everybody. But those that are renting short term, they're not here all the time. Although it's an area they're allowed to do it. They might not know what the rules are regarding related trash.

Charlie Sellers 36:31

Do I have a motion to open the public hearing?

Pete Gherini 36:33

So moved

Doug Matheson 36:35

Second

Charlie Sellers 36:39

All right. Those of you that would like to speak on this particular issue. If you would go over, see Hilari give her your name, address and step up to the podium.

Jane Sellers 37:01

My name is Jane Sellers, not related to the Mayor but spelled the same way. And my address here is 412 Wonderland Drive, Blowing Rock. My name is Janie I go by Janie Sellers, and homeowner here for about five years and visitor prior to that for many years. And I am a Lawyer by profession retired recently, and also a member of the Board of the Blowing Rock Civic Association. I've had as my assignment on the board to pay attention to the topic of short term rentals. And as such, I've followed

the City of Wilmington case among others and agree with what Mr. Mosely and Mr. Rothrock have said about the impact of that case on the town's ability to have permits of the type that you've had before. And I did see that School of Government piece that Mr. Lovelady wrote. And I think that's an interesting possibility. I didn't see your language, how you've changed the did you change it in here yet? Or is that something you're thinking about? No, we didn't have Haven't done that yet.

Kevin Rothrock 38:29

We didn't address the idea of a permit.

Jane Sellers 38:31

Right, the change of use permit

Kevin Rothrock 38:33

But our land use code ready requires that.

Jane Sellers 38:36

Okay, I understand. The other thing on the permits I would mention is that in the statute that the city of Wilmington case was based on, there was an exception in there for requiring permits for properties that have multiple violations. I think it's more than four in a year or two and a 30 day period. So it's a little bit like Mr. Yount was talking about. You can't revoke a permit if you don't have a permit. So I understand the need for removing that Section G I guess it was. But I do think it would be possible if it comes up, that you have multiple violations in these periods of time to actually have a permit requirement or a registration requirement. But let me back up a little bit and say that the court did hold that the zoning overlay districts like we have for short term rentals that are permitted or not permitted, was fine. So we can certainly keep that and also that you could have other regulations like we have to promote health, safety and welfare for visitors and residents. And I certainly support those goals and support you know, keeping things like that in place. One of the things that concerned me about removing the permit requirement is I went on the town website to try to find out where it tells people what the rules are about short term rentals there if I wanted to, if my house was in the right area, if I wanted to rent it in that fashion, and I couldn't find it anywhere, and other than the ordinance itself, which is kind of buried in the Land use code, and I don't think would come to people's attention very well. Where that information was nicely laid out was on the permit application, like the page and a half of the permit application is really a listing of all the rules that are applicable to people who are doing the short term rentals. And I did have a conversation with Mr. Fox who may or may not still be in the ceiling about this, because it seemed like it would be a good idea in the absence of the interface with the town residents or Chetola other places that there'll be an easily accessible spot where people can find out what the rules are, with a link, for example, to the Vacation Rentals Act, which previously was a copy was attached to the permit application. So that is actually one of my suggestions. And I don't know whether it requires a resolution or just putting it out here in these minutes, that would be something I think would be worthwhile for the Town to do. The other thing that form did was it required the naming of the local manager for the property. And, as Mr. Rothrock was talking about earlier, having that information posted somewhere as opposed to just having a requirement that you have such a manager, I think would be helpful. I have seen one other proposed ordinance that required that information actually to be not just accessible inside the dwelling, but on the outside of the dwelling. So for example, if the trash

cans aren't taken in, or the smoke detectors are going off, and there's nobody there, no one has to get the police there to break into the house to find out what the name is, because it's not going to be on file with the Town. So that was something that occurred to me as ways in which our current ordinance might be modified to compensate for the absence of the permit that we had before. So I guess I feel like with the increase in short term rentals, generally, and the impact of this Wilmington case, which has nearly every town in the state that had a system like this examining their current ordinances, as well as the School of Government, and maybe the League of Municipalities, all these other groups that worry about this kind of thing, studying the rules that people are using. And I'm not saying that we would need some of the ones that are there places have I've seen one where there was a specific short term rentals ordinance about noise. And sounds like we're fine on the noise front here, we don't really need to embed that in the short term rentals ordinates, but seems like a good time to undertake a study of what's out there, and what is coming out there. So that maybe instead of just you know, picking things up one at a time, maybe a general review, I don't know if the planning board are the ones who might be supposed to do this, or Kevin's office. Or I will say that the Civic Association would be happy to help out if you want to give us an assignment to do some surveying for you, that kind of thing. But that is my other suggestion is to take advantage of this opportunity to think about this topic a little more comprehensively. And, you know, make sure the bases are being covered as well as possible within the constraints that the court has found the law imposes. And that, I think, is all I have to say unless somebody wants to ask me a question, but thank you very much for your time.

Charlie Sellers 44:52

Any questions for Ms. Sellers

David Harwood 44:54

Thank you

Pete Gherini 44:55

Yes, just a comment and I think that several of those suggestions would merit looking at. And maybe Kevin could, you know, look at those and incorporate some of the things that Janie has mentioned, because I think they are very valid points.

Jane Sellers 45:16

Thank you, Kevin, I'll be happy to give you a call.

Albert Yount 45:21

I want to clear my mind. You're actually saying that? We don't or we're thinking about not having a list of what is short term rentals. In other words, my neighbor may be a short term renter, and I don't know what happens.

Jane Sellers 45:42

There won't be a list anywhere. I mean, I don't think you'll know. Assuming your neighbor is in the right Zoning area, I don't think that you will know that they're doing it unless you happen to see a lot of out of state cars parking, you know, in their in their parking area.

Albert Yount 46:03

Well, I'm interested also in your identifying somewhere on the outside of the house, who to call, because that's certainly going to be cheaper than replacing a door that the police knock down.

Jane Sellers 46:21

Maybe. Yeah.

Albert Yount 46:28

So I think that merits thinking about.

Doug Matheson 46:35

We were, Melissa and I were at the conference in Wilmington. And that was probably the biggest topic talked about by everybody. When we get together and have our own meetings. A lot of little towns are waiting to see what the bigger ones are going to do before they make any move right now.

Charlie Sellers 46:58

Ms. Sellers, thank you.

Jane Sellers 46:59

Thank you.

Charlie Sellers 47:00

Thank you so much for your hard work and appreciate your input.

Jane Sellers 47:03

This has been a fascinating topic, and I look forward to it coming to a conclusion. Thank you.

Charlie Sellers 47:11

Thank you.

Albert Yount 47:14

We have two former chairmans of the Planning Board. Do you want to say anything?

David Harwood 47:22

Well, I think the matter at hand is to rid our current ordinance of this permitting. But I do think that we could ask the Planning Board to look at some of those recommendations and come back to us. But I would say that let's take care of the matter at hand.

Pete Gherini 47:48

I echo David's comments.

Albert Yount 47:53

Allen, do you concur? Are we okay?

Allen Moseley 47:58

I don't think we necessarily need to rush into adopting this change. I'm curious as to whether because this is such a hot topic, controversial topic, one that everyone's talking about, then you have to assume that there are lots of towns that are going through the same process that Blowing Rock is going through. And I would also imagine that Adam at the School of Government is being called upon constantly to tell folks whether what they're suggesting or proposing is, he believes is consistent with the court of appeals decision. So maybe if we give it a little bit more time and try to borrow from the wisdom of others, we can make sure that we're doing everything we should be doing as much as we can. Without again, running afoul of the court of appeals decision.

David Harwood 49:15

But take care of this. Are you saying push pause on this?

Allen Moseley 49:21

Yeah that's what I'm saying. I'm saying give us a little bit more time. And maybe maybe we'll tweak it a little bit more.

Melissa Pickett 49:33

Table of this along with sending it back to Planning Board to look at the other suggestions.

Charlie Sellers 49:39

Yeah, we could do that. But we need to make sure do we have anyone else that would like to speak on this matter in the audience? Do I have a motion?

Allen Moseley 49:51

One more thing? I think, you know, we, Kevin's fully aware of the court of appeals decision and so he's going to in the meantime, you know, adhere to what we understand that the decision what the decision says with respect to what he can and can't do. I'm just suggesting that we might be doing better fine tuning of this thing we have at this very moment.

Charlie Sellers 50:24

Okay. Do we do we have a motion to close the public hearing?

Melissa Pickett 50:30

So moved

Charlie Sellers 50:31

Do we have a second.

David Harwood 50:32

Second.

Charlie Sellers 50:34

Now who would like to make a motion to move forward with this or table it until Planning Board comes back to the Council with revisions?

Doug Matheson 50:49

Well you started it.

Melissa Pickett 50:54

So based on the recommendation of our Town Attorney I make a motion that we table the current changes given to us and send back to the Planning Board to bring further recommendations to us.

Albert Yount 51:09

Second

Charlie Sellers 51:11

Further discussion? How do you vote?

Albert Yount 51:15

Yes

David Harwood 51:15

Yes

Melissa Pickett 51:15

Yes

Doug Matheson 51:17

Yes

Charlie Sellers 51:18

Mayor Sellers I want to Thank the Planning Board for the work they have done so far.

Pete Gherini 51:18

Yes

Charlie Sellers 51:18

Okay so this issue is going back to the Planning Board and Kevin Rothrock planning and zoning to make additional improvements. Okay, under regular agenda. We have parks and recreation pool fees. Ms. Jennifer Brown.

Jennifer Brown 52:16

Good evening, Mayor and Council. Over the past few years, we have tried to gradually increase our pool fees for non taxpayers to help offset the cost of the pool. We have not seen a significant increase. So we started looking at all of our pool pass fees for taxpayers and non taxpayers with the growing cost of goods and services as well as the increase in hourly wages for employees. We are recommending

that we increase and streamline pool fees to \$35 per person for the season for taxpayers and \$55 per person for the season for non taxpayers, we have compared our fees to other pools in and around our area that are open to the public. We are significantly lower than all of them. I have attached a price comparison of Watauga Parks and Recreation and the YMCA in Banner Elk. It's really hard to find a pool only because we are the only public outdoor pool in the county. So we had to compare to what we have. So I think Kevin has a slide Okay, so as you can see up there currently, it shows your resident and your non resident pool fees. And we do it as in a family of. So if you have a family of three or four, it's the same number. And then I will say this has been this way since as long as I've been here. And then if you have a family of 5,6,7,8 and one of the reasons we're saying doing it per person is it's going to be harder for a family of four to come in and maybe say that these two are my children when they're really not their children. So hopefully, by having individual pool passes for the family, we have to have their name, their address, you know, like have everything there with them. And then so that's what we're doing when we put on the side over here the propose \$35 It's just \$35 per person. So as you can see what that looks like there. If you look at Watauga Parks and Recreation and YMCA comparison, they obviously offer more than just swimming. So and their resident price and non resident price. I mean, we're still kind of right there in comparison to what they offer but we just have the pool so if you go to the next slide, Kevin so what we did is back In 2009, but before everything, for COVID, related, we took what we sold and pool pass memberships. And we on the other side compared it is what if we had charged these prices, then. And if you look, then we had \$48,380 sold in pool passes. And if we charged the prices that we're recommending now we would have made \$80,340. So it was almost double of what we would have made. So we are, that's why we're recommending what we're recommending and hoping that will help offset some of our costs.

Charlie Sellers 55:39

Ms Brown, haven't we been losing money on the pool the last few years? With operations,

Jennifer Brown 55:45

We lose money on the pool every year. There's probably very few pools in America that ever make money. So we will never make money on the pool. And there's so many different variables to the pool. There's weather, there's our chemicals. I mean, we just can't, we can't say it's it's not like summer camp or and say we have this many kids and it's going to be great. Well, we don't. If we have a lot of a rainy summer, then that's a lot of the time that our pool isn't open. Or, you know, if we have a really hot summer, then that affects your chemicals and keeping your pool balance. So there's just a lot to it to really be able to know how much it's gonna cost to operate.

Pete Gherini 56:29

Jennifer, if we approved this new rate, it's basically just getting us back to a break even point, right.

Jennifer Brown 56:39

I mean, it's I don't know if it'll be breakeven, I think we're just trying to help offset more of the cost that it's causing us to run the pool.

Pete Gherini 56:46

Thank you

David Harwood 56:53

Has just been incorporated into the budget recommended.

Jennifer Brown 56:57

I don't know if it was incorporated into the budget recommendation. Yeah, I have not seen it.

Shane Fox 57:02

It was shamed.

Jennifer Brown 57:04

Shane says out of the ceiling.

Doug Matheson 57:15

Before he speaks again, I'll make a motion.

Charlie Sellers 57:17

Motion wood floor, do we have a second.

Pete Gherini 57:23

Second.

Charlie Sellers 57:25

Any further discussion? How do you vote?

Albert Yount 57:33

Yes

David Harwood 57:33

Yes

Melissa Pickett 57:33

Yes

Doug Matheson 57:33

Yes

Pete Gherini 57:35

Yes

Charlie Sellers 57:35

Thanks for your hard work. Parking committee update. Chief Aaron Miller.

Aaron Miller 57:45

Good Evening Mayor and Council, my update will be very brief, that our committee is still meeting we have two different subgroups. As you know, one of the subgroups has finished with their work and has given us their recommendations. The other sub group will be meeting again next week. The meeting has been postponed from this Friday to the following Friday. So hopefully that'll be their last meeting. And we can get their recommendations and hopefully, we can have some real information to bring to the Council. Might be a little overly ambitious to say the June meeting, but hopefully by the July meeting at the latest. That's what we're at.

Charlie Sellers 58:29

Thank you Chief. Any questions for Chief Thank you. Moving right along. Official reports and comments, well as Mayor I will to once again thank the Council, current and previous for what they have done with our little Town. We have our new traffic lights and cross walks up looking good. I think that Valley Boulevard I've had nothing but positive comments on the way Valley Boulevard looks. The town's really greening up it's looking great. And of course, as we all know, TDA pays for a lot of that particularly Valley Boulevard maintenance. If you haven't seen the new walkway coming up Broyhill from bring a lake up to Legion Hall. It's almost complete. Looking at it from a distance it's really looking good. So my hat's off to parks and rec and all the others that are involved in it, everybody is moving forward and being proactive instead of reactive. I like that. So I want to thank you all for attending this evening. Moving right along comments.

Albert Yount 1:00:04

Well, I just want to invite everybody as a member, commander of the Legion post to our ceremonial rotary day, on May 28, that is a Saturday at 11. We're really proud to present Captain Lotto of South Dakota. He was in the top 10 of his graduating class at Annapolis. Served 27 active duty years in the US Navy, everyday of it was a US Navy SEAL. There are a few officers in the seal corps that he was one of them. Captain commanded three SEAL teams, in his term. He got the Bronze Star, the Navy Cross five times. He's been everywhere. Iraq, Afghanistan. He now lives in North Carolina in Charlotte, his wife is from Charlotte. And he's gonna speak he's provided to us by the furniture family member Hump Broyhill, who is a big financial supporter of US Navy SEALs. For what reason? I don't know, but I'll find out. So we're inviting everybody. We're lucky to have a man of the statute here. He is the real deal. I have actually seen when I was in the Navy SEAL training, let me assure you, I don't think I would make one day was not one.

David Harwood 1:01:53

Thank you. I just want to say there's some new faces in the audience that we typically don't see. And I think a lot of them are some of our new board members. So I want to recognize them. And thank you for being here. And thank you for your interest and for serving. Very appreciative of that. The other thing I want to do is I want to recognize Elle Nichols. Elle has been an intern here at Town Hall and been shadowing Shane. And I'm really proud of Ms Nichols. She's a really outstanding young lady. Elle, raise your hand so everybody knows who you are. Elle just found out that she got accepted to NC State. And she has a full ride scholarship too. I have known Elle most of her life. And she is Blowing Rock bred and raised. And I'm extremely proud of her. Go pack.

Melissa Pickett 1:03:21

Actually, I'm kind of quiet or not this month.

Doug Matheson 1:03:30

I echo David's remarks and just add that like said, Melissa, and I've been in Wilmington at the conference. And we look forward with sharing a lot of things that we've heard down there. And like I've said it doesn't make much difference for your big town or small town. We all seem to have the same problems right now.

Pete Gherini 1:04:00

Thank you, Mr. Mayor, as a representative to the TDA board. We had our meeting on May 3. We reviewed the proposed budget, which Nicole was nice enough to go through and give us a lot of information, more information than you probably would want to know. But I guess we'll be hearing a lot more about that when we go into budget workshops. So that would be one thing. We also had a closed session, which was an employee review so we can talk more about that the next meeting. Thank you.

Charlie Sellers 1:04:42

Thank you

Shane Fox 1:04:42

Yes sir, I would just give an update on budgets for in front of you and then made available to the public. We will be online first thing in the morning and And now our workshop is scheduled for next week on Tuesday at 1 pm with the public hearing scheduled for Tuesday, June the 14th. Everything else, I think it was covered.

Charlie Sellers 1:05:13

Thank you, Mr. Fox. This has taken our meetings to a new level. All right. Well, ladies and gentlemen, we will be going into closed session to discuss litigation. We want to thank you so much for attending this evening. I don't think any decisions will be made from that when we come back into open session. But thank you so much for coming. Thank you for taking the time out of your busy days. And please let us know if there's any anything that we can do for you. Okay, thank you.

MAYOR _____

ATTEST _____

Charlie Sellers

Hilari Hubner, Town Clerk

ATTACHMENTS:

ARP Resolution – Attachment A

Tax Release/Refund #2021-03 – Attachment B

Draft
MINUTES
Town of Blowing Rock
Town Council
Budget Work Session
May 17, 2022

The Town of Blowing Rock Town Council held their budget work session on Tuesday, May 17, 2021. The work session was held at Town Hall located at 1036 Main Street, Blowing Rock. Present were Mayor Charlie Sellers, Mayor Pro-Tem Doug Matheson, Council Members Albert Yount, David Harwood, Melissa Pickett, and Pete Gherini. Others in attendance were Town Manager Shane Fox, Finance Officer Nicole Norman, Parks and Recreation Director Jennifer Brown, Planning and Inspections Director Kevin Rothrock, Police Chief Aaron Miller, Public Works and Utilities Director Matt Blackburn and Town Clerk Hilari Hubner, who recorded the minutes.

CALL TO ORDER

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

DISCUSSION

Town Manager Shane Fox and Finance Officer Nicole Norman reviewed the budget outline and discussed with Council at length, highlights to the proposed budget. Some items discussed in detail were:

- Second phase of the employee salary increase plan to get employees within competitive market rate with surrounding agencies.
- Tax Rate decrease from .43 cents to .31 cents per 100-dollar evaluation due to the revaluation to make this revenue neutral.
- Hiring of additional Police Officers designated for HWY 321 traffic control
- GO Bond Debt
- Setting aside money for Town Hall renovations
- Sidewalk expansion

ADJOURN

At 5:05 p.m. Council Member Pickett made a motion to adjourn the work session, seconded by Council Member Harwood. Unanimously approved.

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



To: Shane Fox, Mayor Sellers, and Members of Town Council
From: Nicole Norman, Finance Officer
Subject: Budget Amendment Ordinance to Account for Various Items
(Ordinance #2022-08)
Date: June 6, 2022

Enclosed please find a Budget Amendment Ordinance for the fiscal year 2021-2022 for your consideration.

Section 1 (General Fund) allocates funds as follows:

- appropriates current year tax money received above budget (\$16,200) towards additional funding needed to complete the laurel Ln. Sidewalk Repairs due to Tropical Storm Fred pair with recently received FEMA funds to complete the project.
- Adjusts sales tax revenues to closer to actual due to higher collections than budgeted to cover estimated additional fees back to Watauga County (\$250,000) associated with higher collections.
- Allocates NCLM Safety Grant Funds (\$4,973) and NC Governor's Crime Commission (\$500) soft body armor grant funds towards electronic ID entry technology at the Police Department as well as soft body armor vests for officers.
- Allocates donations for Parks & Recreation for a park bench (\$300) and a memorial garden for Tammy Bentley (\$300).
- Allocates settlement proceeds (\$75,000) comprised of occupancy tax proceeds (\$41,130) and third-party legal fees (\$33,371) towards those costs and revenues.
- Reallocates budget line item to line items within departments as needed for actual expenditures.

Section 2 (General Capital Projects Fund) this section completes the allocation (\$16,200) of additional funding towards additional funding needed to complete the laurel Ln. Sidewalk Repairs due to Tropical Storm Fred pair with recently received FEMA funds to complete the project.

Section 3 (Water/Sewer Fund) this section reallocates remaining sludge processing budget (\$10,000) to cover additional chemical costs for the Water/Wastewater plant operations.

Section 4 (ARPA Fund) this section allocates funds from the Water Plant Project line item towards the USDA Water/Sewer Projects Engineering costs (\$38,700).

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

Be it ordained by the Town Council of the Town of Blowing Rock, North Carolina, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2022:

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

<u>Acct. No.</u>		<u>Current Appropriation</u>	<u>Decrease</u>	<u>Increase</u>	<u>Proposed Appropriation</u>
10-30-4700-017	Maint./Repair-Vehicles	\$ 13,000	\$ 5,000	\$ -	\$ 8,000
10-30-4700-031	Diesel/Gasoline- Sanitation	\$ 12,000	\$ -	\$ 5,000	\$ 17,000
10-80-6100-233	Materials/Supplies Grounds	\$ 20,000	\$ -	\$ 300	\$ 20,300
10-80-6100-033	Materials/Supplies- Park/Office	\$ 27,400	\$ -	\$ 300	\$ 27,700
10-10-4310-036	Uniforms- Police	\$ 14,000	\$ -	\$ 500	\$ 14,500
10-00-4200-003	Legal Services	\$ 35,000	\$ -	\$ 20,944	\$ 55,944
10-00-4200-203	Contracted Third Party Legal Services	\$ 23,650	\$ -	\$ 12,926	\$ 36,576
10-00-4200-326	Occupancy Tax Expense- To TDA	\$ 1,991,662	\$ -	\$ 41,130	\$ 2,032,792
10-10-4310-016	Maint./Repair-Bldgs./Equip.	\$ 10,000	\$ -	\$ 4,973	\$ 14,973
10-10-4310-500	Capital Outlay-PD	\$ 162,705	\$ -	\$ 35,627	\$ 198,332
10-00-4200-505	Transfer to Capital Projects Fund	\$ 513,000	\$ -	\$ 16,200	\$ 529,200
10-00-4200-345	Watauga County Sales Tax Fee	\$ 930,166	\$ -	\$ 250,000	\$ 1,180,166
		<u>\$ 5,000</u>	<u>\$ 5,000</u>	<u>\$ 382,900</u>	<u>\$ 382,900</u>

This will result in a net increase of \$382,900. in the appropriations of the General Fund. As a result, the following revenue will be increased.

<u>Acct. No.</u>		<u>Current Appropriation</u>	<u>Decrease</u>	<u>Increase</u>	<u>Proposed Appropriation</u>
10-00-3100-301	Current Year Taxes	\$ 5,067,750	\$ -	\$ 16,200	\$ 5,083,950
10-00-3400-326	Occupancy Tax Revenue	\$ 2,710,149	\$ -	\$ 41,130	\$ 2,751,279
10-00-3400-349	Grants (Non-Federal)	\$ 20,225	\$ -	\$ 5,473	\$ 25,698
10-00-3400-358	Donations	\$ 12,725	\$ -	\$ 600	\$ 13,325
10-00-3400-335	Miscellaneous Income	\$ 63,224	\$ -	\$ 69,498	\$ 132,722
10-00-3300-345	Sales Tax	\$ 2,058,880	\$ -	\$ 250,000	\$ 2,308,880
		<u>\$ -</u>	<u>\$ -</u>	<u>\$ 382,900</u>	<u>\$ 382,900</u>

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

<u>Acct. No.</u>		<u>Current Appropriation</u>	<u>Decrease</u>	<u>Increase</u>	<u>Proposed Appropriation</u>
20-20-5000-356	Laurel Ln. SW Repairs-FEMA (TS Fred)- Construction	\$ 56,900	\$ -	\$ 19,200	\$ 76,100
20-20-5000-357	Laurel Ln. SW Repairs-FEMA (TS Fred)- Contingency	\$ 6,000	\$ 3,000	\$ -	\$ 3,000
		<u>\$ 3,000</u>	<u>\$ 3,000</u>	<u>\$ 19,200</u>	<u>\$ 19,200</u>

This will result in a net increase of \$16,200 in the appropriations of the General Capital Fund. As a result, the following revenue will be increased.

<u>Acct. No.</u>		<u>Current Appropriation</u>	<u>Decrease</u>	<u>Increase</u>	<u>Proposed Appropriation</u>
20-00-3400-331	Transfer from General Fund	\$ 2,177,010	\$ -	\$ 16,200	\$ 2,193,210
		<u>\$ -</u>	<u>\$ -</u>	<u>\$ 16,200</u>	<u>\$ 16,200</u>

Section 3. To amend the Water/Sewer Fund, the appropriations are to be changed as follows:

<u>Acct. No.</u>		<u>Current Appropriation</u>	<u>Decrease</u>	<u>Increase</u>	<u>Proposed Appropriation</u>
30-91-7120-333	Chemicals Plant Operations	\$ 35,000	\$ -	\$ 10,000	\$ 45,000
30-91-7120-034	Sludge Processing Contract	\$ 30,000	\$ 10,000	\$ -	\$ 20,000
		<u>\$ 10,000</u>	<u>\$ 10,000</u>	<u>\$ 10,000</u>	<u>\$ 10,000</u>

This will result in a net increase of \$0 in the appropriations of the General Capital Fund. As a result, the following revenue will be increased.

<u>Acct. No.</u>		<u>Current Appropriation</u>	<u>Decrease</u>	<u>Increase</u>	<u>Proposed Appropriation</u>
		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Section 4. To amend the ARPA Fund, the appropriations are to be changed as follows:

<u>Acct. No.</u>		<u>Current Appropriation</u>	<u>Decrease</u>	<u>Increase</u>	<u>Proposed Appropriation</u>
50-91-5000-525	Water Plant Projects	\$ 114,723	\$ 38,700	\$ -	\$ 76,023
50-91-5000-529	2022 USDA Water/Sewer Projects- Engineering	\$ -	\$ -	\$ 38,700	\$ 38,700
		<u>\$ -</u>	<u>\$ -</u>	<u>\$ 38,700</u>	<u>\$ 38,700</u>

This will result in a net increase of \$0 in the appropriations of the ARPA Fund. As a result, the following revenue will be increased.

<u>Acct. No.</u>		<u>Current Appropriation</u>	<u>Decrease</u>	<u>Increase</u>	<u>Proposed Appropriation</u>
		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Section 5. Copies of this budget amendment shall be furnished to the Clerk to the Town Council and to the Finance Officer for their implementation.

Adopted this 14th day of June, 2022.

Attested by:

Charles Sellers, Mayor

Hilari Hubner, Town Clerk

MEMORANDUM

To: Shane Fox, Town Manager
From: Douglas Chapman, PE
Date: May 4, 2022
Subject: Laurel Lane Sidewalk Repairs

During heavy storms in August of 2021, stormwater flowed across Laurel Lane just east of Clark Street. These heavy flows surcharged the existing stormwater inlets and proceeded to flow across the adjacent sidewalk. Once the stormwater flowed over the sidewalk, it began eroding the fill slope, washing most of a section away and undermining the sidewalk (see photo below). After multiple meetings and site visits with Local, State, and Federal emergency officials, the Town was awarded FEMA funding to make repairs and install mitigative measures for future events.

To address the issues, the sidewalk will be removed, the subgrade will be rebuilt with gabion wire baskets filled with stone, a new stormwater inlet will be installed, new concrete curb and gutter installed, sidewalk replaced, and restoration.

McGill prepared a schematic bid package to solicit informal bids to complete this work. Bids were solicited from five (5) area contractors that have completed comparable work. Unfortunately, several



bidders did not have resources currently available to take on the project and only two (2) bids were received. Bids were received from Mountain Crest LLC and Iron Mountain Construction Co., Inc. in the amounts of \$76,100 and \$118,966 respectively. We have reviewed the bids and discussed the project with the apparent low bidder. Mountain Crest is appropriately licensed to perform this work.

McGill recommends that the Council approve awarding the project to Mountain Crest, LLC in the amount of \$76,100. The project provides a wholistic repair of the area, but any project has the potential for unforeseen conditions, therefore we recommend that the Town budget a contingency of \$3,000.

We are available should there be any questions.

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: June 14, 2022
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

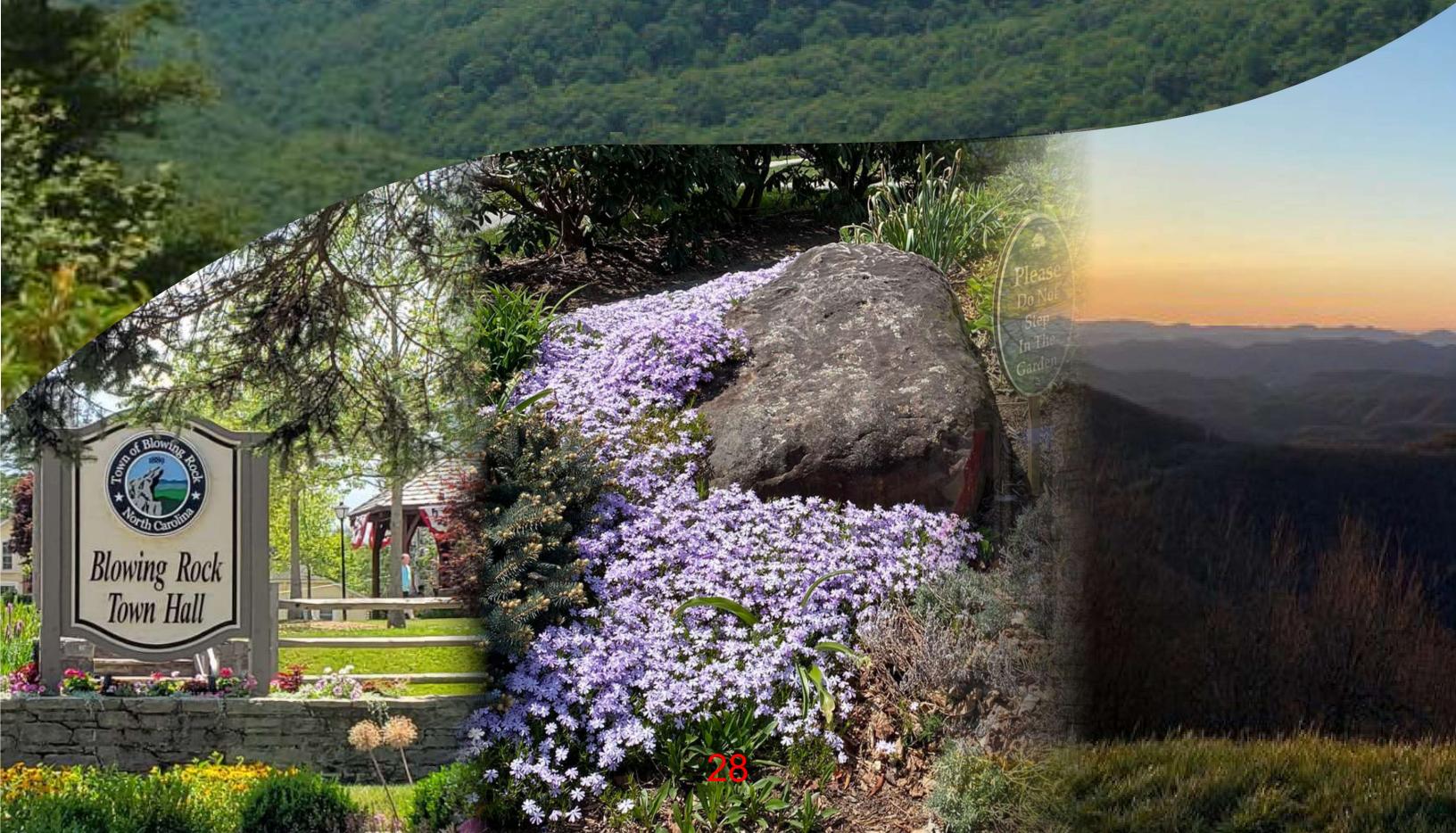
STAFF RECOMMENDATION:

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.

Budget Recommendation



For Fiscal Year 2023
July 1, 2022-July 1 2023





Town of Blowing Rock

Recommended Budget

Fiscal Year 2022-23

TO: Honorable Mayor Charlie Sellers
Mayor Pro-tem Doug Matheson
Commissioner Albert Yount
Commissioner Pete Gherini
Commissioner Melissa Pickett
Commissioner David Harwood

FROM: Shane Fox, Town Manager
Nicole Norman, Finance Officer

CC: Departments

DATE: May 10, 2022

Submitted herein, is the Recommended Budget for Fiscal Year 2022-2023 (FY 2022-23) for the Town of Blowing Rock. This Recommended Budget is balanced and meets the Town's fiscal priorities for FY 2022-23. Prior to adoption, it is the Governing Body's charge to deliberate if the Proposed Budget achieves a financial mission to positively advance the Town of Blowing Rock forward in FY 2022-23.

The budget is the single most important document presented to the Mayor and Town Council. Generally described, a budget document outlines policy direction and serves as an understanding of the Town's fiscal year operating, capital programs and debt servicing obligations. It reflects the Town's commitment to either maintain and/or improve the quality of provided service activities while keeping the impact of taxes and fees to citizens at a justifiable level.

Therefore, in accordance with the North Carolina Local Budget and Fiscal Control Act, the Town of Blowing Rock's Recommended Budget for the fiscal year beginning July 1, 2022 is presented herewith. On this day that the budget is submitted to the Governing Body, a copy of same will be filed in the office of the clerk where it shall remain for public inspection. North Carolina General Statutes (GS 150-13(a)) direct that the Budget Ordinance and Tax Rate adoption take place by July 1, 2022.

A public hearing will take place at 6:00 pm, June 14, 2022 at Town Hall. Thereby providing the Governing Body an opportunity to receive citizen input. North Carolina General Statute 159-12 requires this date be published and said hearing held before the Commissioners adopt a Budget Ordinance. In addition, North Carolina General Statute 159-16 directs that if the budget ordinance is not Recommended by July 1st, the governing body must adopt "interim appropriations for the purpose of paying salaries, debt service payments and the usual ordinary expenses" of the unit until the ordinance is Recommended.

The FY 2022-23 Recommended Budget totals \$15,332,138 million for all Town operations, capital improvements and debt service requirements. This is an increase of \$2,511,473 compared to last year's General Fund Recommended budget of \$12,880,665 million which represents a 19% increase. The increase is mainly due to salary increases associated with the second phase of migration of the lowest paygrade to a minimum wage of \$15 per hour and the movement of the remaining grades by similar percentages as well as an overall increase in operating costs due to inflation and finally due to beginning

to funding a recently developed Capital Improvement Plan (CIP) . The budget's operation portion increased \$2,511,475 from \$12,820,666, in FY 2021-22 to \$15,332,140 Recommended in FY 2022-23. A more detailed listing of all Recommended operation cost may be referenced towards the end of this budget message under the **EXPENDITURE BY CATERGORY** section. Highlighting some selected new budget expenditure categories which contribute to the Recommended operation increase are:

- Re-occurring Operation.... *continued School Resource Officer funding and increased operational costs associated with inflation*
- Salary increases.....*second phase of migration of the lowest paygrade to a minimum wage of \$15 per hour and the movement of the remaining grades by similar percentages*
- Onetime Operation...*none*
- Debt Servicing...*Capital Equipment financing.*
- Capital...2 replacement vehicles for Police and dispatch equipment.
- Capital Improvements.....*development and implementation of a formal 10 year plan for capital improvement needs across the Town.*

To fund FY budget operating expenditures and account for general fund operational cost increases associated with (i.e. fuel, insurance, electrical, etc.), the Recommended Budget reflects a \$0.36 tax rate due to issue III GO Bond Debt Service and contracted highway 321 mowing and landscaping costs. Future tax rate increase is anticipated to service issue III G.O. Bond debt service.

Referencing the Water and Wastewater Fund, the budget includes a 5% increase in both water and sewer fees as well as the lowering of the base amount of water included in the base charge. These increases are following the April 2019 NC Rural Water Association water and sewer energy savings assessment study, when it becomes necessary to change out pumps/motors, the Town shall consider acquiring the type of energy efficient pumps/motors listed in the assessment. This rate structure change was a result of a rate/usage analysis conducted at the Town's request to determine how to best recover lost revenues that have occurred over time due to changes in usage over time.

BUDGET IMPACTING ISSUES

The Revaluation Process

The fiscal year 2022-23 ad valorem tax base is being impacted by the real property revaluation that occurred in Watauga County, effective January 1st, 2022. The goal of the revaluation process is to adjust the tax value for all land and buildings to the approximate market value of each property. This process is administered and managed by Watauga County. The Town of Blowing Rock plays no role in determining the value of land or buildings during this exercise. The previous revaluation occurred in 2015 affecting fiscal year 2016. The result was an decrease in the Town's property tax rate from 43 cents per \$100 of property value to 31 cents. All real property in North Carolina must be reassessed at least every eight years according to state law. Tax base amounts for real property typically increase substantially as a result of revaluation, but it does not mean necessarily that the revenue requirements for a jurisdiction increase proportionally. In the interest of standardizing the approach and communication process regarding the Recommended tax rates in the fiscal year following a revaluation, the North Carolina General Assembly passed general statute 159-11 section "e" in 2003. This statute regards a revenue neutral tax rate calculation methodology, which reads as follows:

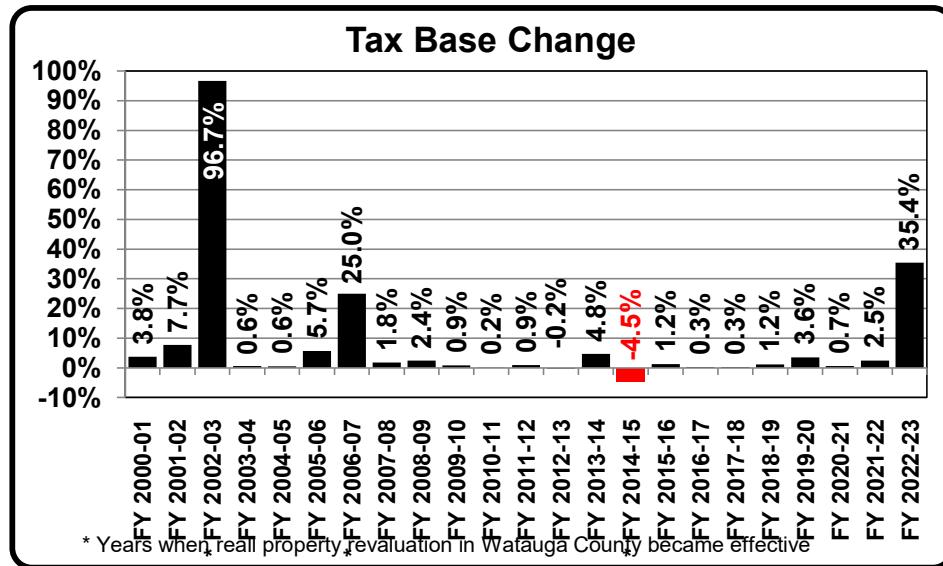
"In each year in which a general reappraisal of real property has been conducted, the budget officer shall include in the budget, for comparison purposes, a statement of the revenue-neutral property tax rate for the budget. The revenue-neutral property tax rate is the rate that is estimated to produce revenue for the next fiscal year equal to the revenue that would have been produced for the next fiscal year by the current tax rate if no reappraisal had occurred. To calculate the revenue-neutral tax rate, the budget officer shall first determine a rate that would produce revenues equal to those produced for the current fiscal year and then increase the rate by a growth factor equal to the average annual percentage increase in the tax base due to improvements since the last general reappraisal. This growth factor represents the expected percentage increase in the value of the tax base due to improvements during the next fiscal year. The budget officer shall further adjust the rate to account for any

annexation, deannexation, merger, or similar event. (1927, c. 146, s. 6; 1955, cc. 698, 724; 1969, c. 976, s. 1; 1971, c. 780, s. 1; 1975, c. 514, s. 4; 1979, c. 402, s. 2; 2003-264, s. 1.)”

According to this law all public authorities must publish a revenue-neutral tax rate in the budget immediately following the completion of the general appraisal of real property. This revenue neutral rate provides citizens with transparency and comparative information. In order to adjust the reappraisal of real property for new construction and growth, the state statute utilizes an average of previous year's growth rates as a proxy. The Town of Blowing Rock has seen an average annual growth rate of 1.64% since the last property revaluation that took effect in FY 2014-15 prior to this year's Watauga revaluation, where the tax base has grown 35.4% this year. The graph below includes information regarding the Town of Blowing Rock's tax base percentage change overtime. The large changes occurred in property revaluation years during times of robust economies in which property values were increasing comparatively rapidly, especially as seen in FY 2002-03. The revenue neutral tax rate for FY 2022-23 is calculated at .320 cents, a slight decrease from the most recently Recommended rate of .360 cents.

Tax Base Growth Minimal Prior to 2022 Watauga Conty Tax Revaluation

The FY 2022-23 ad valorem tax base is projected to grow as some projects are underway and others are being planned. Current total value assessment increased by about \$432.255 million over the assessed value for FY 2020-21 of \$1.220 billion, increasing to approximately \$1.653 billion dollars. Historically, the Town of Blowing Rock experienced average annual growth rate in its tax base of 1.64% since FY 2014-15 property revaluation prior to this year's revaluation. However, a most recent tax FY 2022-23 revaluation (Watauga) resulted in a 35.4% increase in the overall tax base. Illustrated by the below graph includes information regarding the Town of Blowing Rock's tax base percentage change over a time period. Large changes occurred in property revaluation years during times of robust economies in which property values were increasing comparatively rapidly, especially as seen in FY 2002-03. Also included in the graph is the most recent year's revaluation in Caldwell County in FY 2022-23.

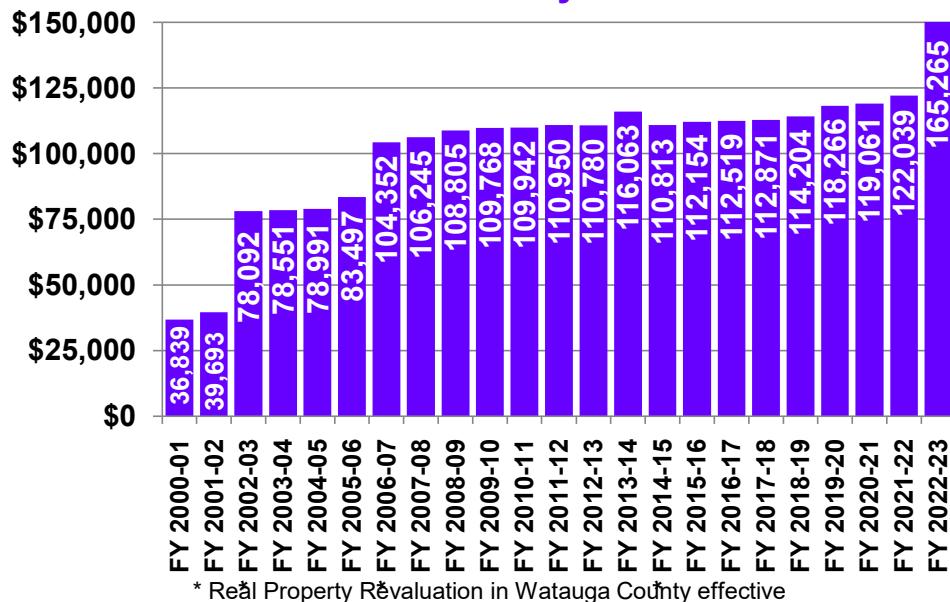


The Recommended FY 2022-23 tax rate is \$0.36 per \$100 of taxable property, is expected to generate an estimated tax levy of \$5,859,946. Thereby one cent on the tax rate equates to \$50 in annual taxes for a home valued at \$500,000. For the Town of Blowing Rock, one cent on the tax rate in FY 2022-23 is expected to generate \$162,776 after being adjusted for the anticipated collection rates of 98.0% for vehicles and 98.5% for real property.

The collection rate projection on vehicles has continued to be higher since the implementation of the tag and tax together program implemented by the State. The following graph reflects the value of tax generated by one penny on the tax rate over time (FY 2009-10 to FY 2022-23) for the entire Town of Blowing Rock.

The total tax base for the Town of Blowing Rock for FY 2022-23 is estimated to total \$1.653 billion. Approximately \$107.62 million, or 6.5%, of the Town's tax base is in Caldwell County. Reference the graphs below for a tax value summary and the resulting percentage change for the Town of Blowing Rock over time.

Value of One Penny on the Tax Rate



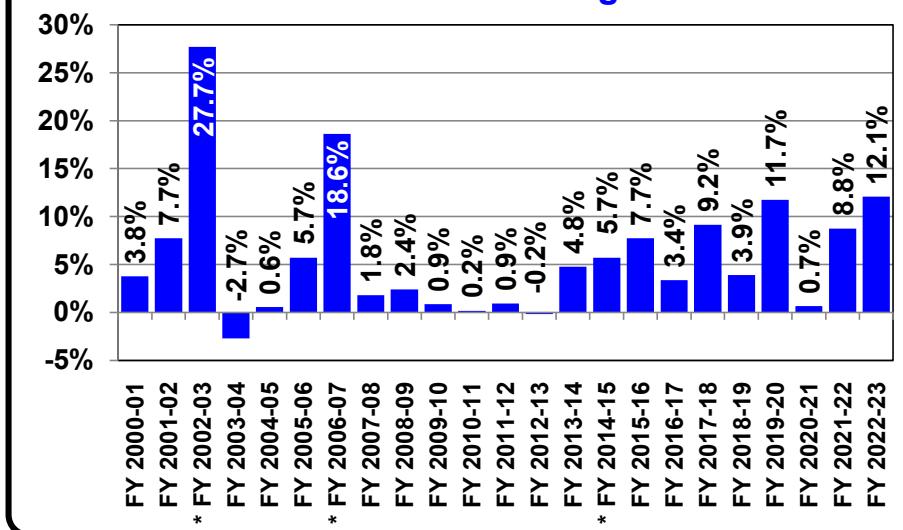
Sales Tax

Projected gross sales tax revenues totaling \$2.508 million in FY 22-23 and is anticipated to make up 20% of all Town general fund revenues, although the effective percentage is only 12% after returning a portion to Watauga County. The Local Option Sales Taxes consists of a one-cent sales tax and two one-half cent sales taxes. In Caldwell and Watauga Counties, sales are subject to a 4.75% State and 2.00% Local rate of tax for a combined rate of 6.75%.

The State of North Carolina collects the local sales taxes and distributes them to the county governments. Sales tax revenues are distributed by one of two methods, of which "both" are at the discretion of counties and not municipalities. These methods are on a proportional population (often referred to as "per capita") basis to municipalities or based on proportional local government ad valorem levies. Historically, Watauga and Caldwell counties have both used the proportional per capita basis.

The Watauga County Board of Commissioners historically governed for the last seven years, impacting revenue distribution in FY 2013-4 through FY 2021-22 and now in FY 2022-23, by way of making the sales tax distribution method basis, ad valorem. Prior to FY 2013-14, the distribution method was the per capita method, after being changed from ad valorem to per capita in 1987. With the distribution method changed to ad valorem in FY 2013-14, an agreement between the County and some towns was reached and continues to be the agreed upon method of distribution. It required the Towns of Blowing Rock, Seven Devils, and Beech Mountain to appropriate moneys to Watauga County equal to 60% of the higher revenues received compared to the former per capita method during the first four years of the change. Beginning with FY 2017-18,

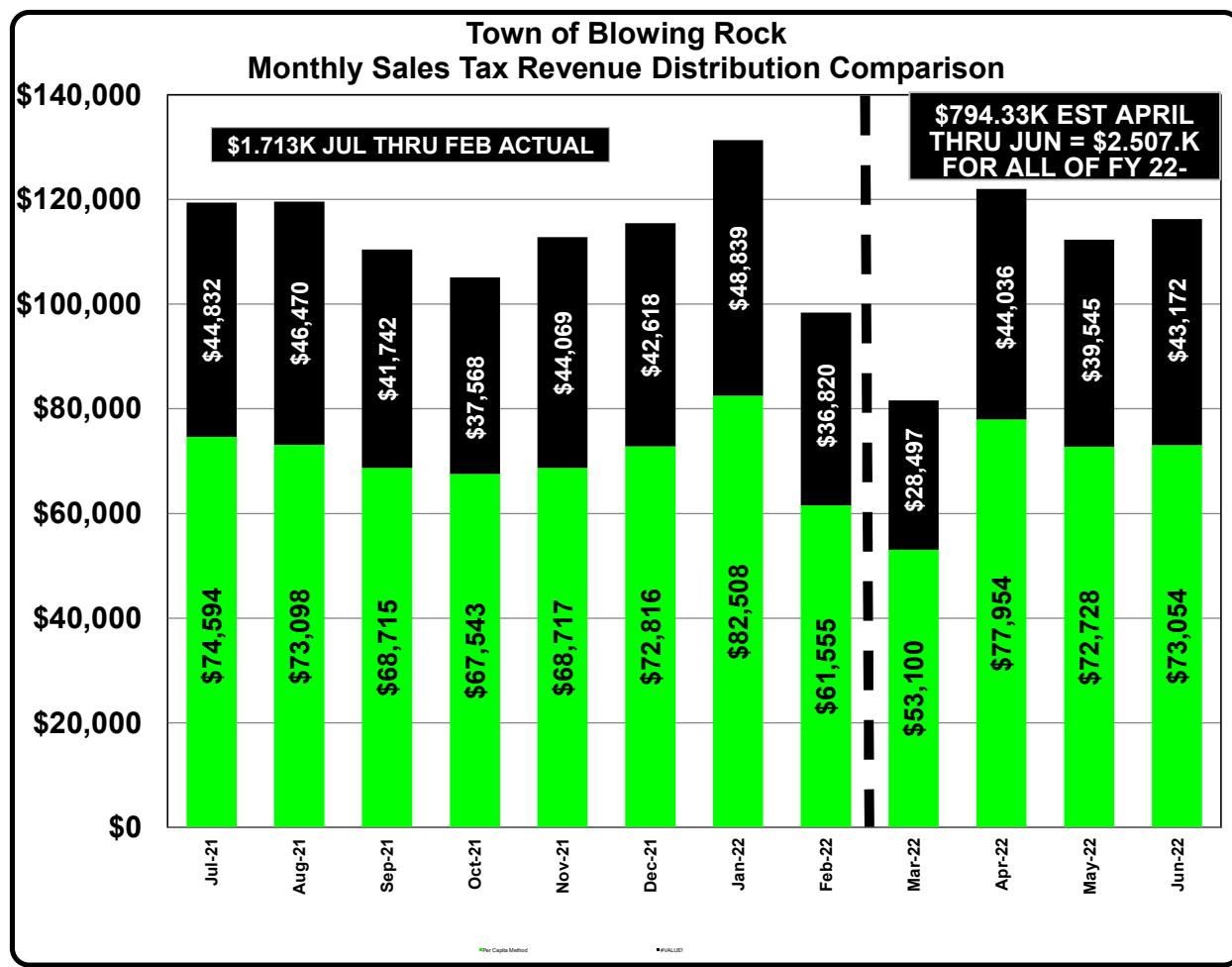
Tax Revenue Change



Watauga County has asked for a larger share of the increase to hold them harmless. The same three municipalities have agreed to return 70% of the increase over the per capita method to Watauga County.

The Town of Blowing Rock expects to see an increase in the amount they have received over the past four years due to higher sales tax collection even after agreeing to send back a larger portion, and considerably more than they received over the per capita distribution method. Per this budget message writing, the Town anticipates receiving approximately \$561K in FY 2022-23 over the per capita method. With the ad valorem distribution method, still in place for FY 2022-23, the Town expects to receive approximately \$257,721 more in FY 2022-23 than was received in FY 2020-21.

Illustrated in the following graph, is a summary of sales tax revenue receipts received to date and a projection of the monthly revenues that will complete FY 2021-22. Similar projections have been built into the FY 2022-23 budget forecasts estimating an incline in sales tax revenues as projected by the NC League of Municipalities equal to 3.75% compared to actual FY 2021-22 collections. This collection increase is projected within the range suggested by the North Carolina League of Municipalities.



Protecting & Enhancing the Community's Infrastructure – Bond Referendum Implementation

A pressing expenditure for the Town of Blowing Rock, in the coming years relates to the development of a Capital Improvements Plan (CIP). The Town's engineering firm, McGill Associates, assisted the Town Staff in the development of a ten-year Capital Improvements Plan (CIP) during FY 2013-14. The CIP identified a variety of improvements throughout the Town including public facilities, parks and recreation, roads, sidewalks, roadside ditches, and water and sewer lines and plants. It is Recommended that on an annual basis, that the Town should reassess its Capital Improvement Plan (CIP) and incorporate necessary revisions for future budget planning. Conducting a complete water and wastewater utility asset management inventory program could be helpful when developing realistic Capital Improvement Plans.

It is understood that the FY 2013-14 McGill Associates developed CIP improvement activities were bundled into a General Obligation Bond Referendum that was, on November 4, 2014, presented to Blowing Rock voters for consideration. The following is a summary of the separate bond referenda categories and totals (\$13 million) approved by Blowing Rock voters on November 4, 2014.

Town of Blowing Rock General Obligation Bond Referendum Voting Result Summary Voting Day November 4, 2014

Bond Amount	Bond Type	% Yes	Blowing Rock		Watauga		Caldwell	
			Yes	No	Yes	No	Yes	No
9,000,000	Transportation	73.82%	502	178	473	172	29	6
1,000,000	Parks	72.69%	495	186	470	177	25	9
2,000,000	Water	79.62%	539	138	510	132	29	6
1,000,000	Sewer	81.36%	550	126	521	121	29	5
13,000,000	Totals	76.86%	2,086	628	1,974	602	112	26

During the fiscal year 2015-16 budget development cycle, the Town Council approved the general approach of executing the bond projects in three major phases as summarized in the following table:

Town of Blowing Rock General Obligation Bond Execution Plan Presented As Part of the Fiscal Year 2016 Budget Process

Row	Description	Initial Authority Valid for 7 Years							Extension for 3 Years Possible			
		Voters Approved \$13M	Appropriate For 1st Set of Projects		Appropriate For 2nd Set of Projects		Appropriate for 3rd Set of Projects					
1	Council Action			Borrow \$3.5M		Borrow \$2.75M		Borrow 3.75M				
2	General Capital (Transportation and Parks) \$10M Total											
3	General Fund											
4	Annual Tax Increase			2	2	2	1	2	1			
5	Cumulative Tax Increase			2	4	6	7	9	10	10	10	10
6	Annual Debt Service			171,069	351,866	476,694	609,957	777,597	954,143	927,893	901,643	876,403
7	Utility Capital (Water and Sewer) \$3M Total			Borrow \$1.13M		Borrow \$914K		Borrow \$950K				
8	Utility Fund											
9	Annual % Increase			5.0%	5.7%	4.6%	4.6%	4.8%	4.8%			
10	Cumulative % Increase			5.0%	10.7%	15.3%	19.8%	24.6%	29.3%	29.3%	29.3%	29.3%
11	Annual Debt Service			57,335	117,930	179,883	245,928	263,725	282,276	274,401	266,526	258,944
												250,776

U:\Scott\Manager\Bond Referendum 2014\LGCG App\Blowing Rock Capital Plans from McGill.xlsx\Borrowing and Tax Plan

Per this plan, the first set of capital project appropriations were approved with the adoption of the FY 2015-16 budget and the tax rate was increased two cents to pay for the anticipated debt service increases expected beginning in FY 2015-16. As the borrowing process began, it became clear that due to the extent of the North Carolina Local Government Commission approval and bond rating processes involved, there was no strategic advantage to borrow funds in late FY 2015-16 and begin debt service payments in FY 2015-16, since most project construction could not begin until the spring of 2016. Subsequently, the borrowing process was geared to take place in March of 2016. Thereby, allowing the funds to be received without having to make the first debt service payment until FY 2016-17. Funds raised by the incremental two cents on the tax rate to pay the debt service were used in part to cover bond issuance costs. Both the FY 2016-17 and FY 2018-19 Adopted budgets included an additional one cent associated with the bond and the FY 2019-20 budget included an additional one and a half cents, again associated with the bond.

The anticipated tax increases shown in the table above were calculated assuming an interest rate of 5%. During the borrowing process, the Town of Blowing Rock general obligation bonds were rated by Standard and Poor's as AA+. The understood rationale for this very positive rating per Standard & Poor's follows:

Rationale

Standard & Poor's Ratings Services assigned its 'AA+' long-term rating to Blowing Rock, N.C.'s series 2016 general obligation (G.O.) bonds and maintained that rating for the series 2020 G.O. bonds as well. The outlook is stable. The long-term rating reflects Blowing Rock's unlimited G.O. pledge to levy on all taxable property ad valorem taxes as may be necessary to pay principal and interest on the bonds without limitation as to rate or amount. The series 2016 bonds are part of four separate GO bond referendums approved by voters in November 2014 totaling \$13 million. Issuance of bonds is planned to take place in three separate bond issuances spread out over six years, starting with this \$4.635 million issuance. Projects financed by the referendums include various construction and renovation projects for streets and sidewalks, parks and recreation, water projects, and sewer projects.

The long-term rating on the town reflects our opinion of the following:

- *Strong economy, with projected per capita effective buying income (EBI) at 112% of the national level and market value per capita of \$902,094;*
- *Adequate management, with "standard" financial policies and practices under our financial management assessment (FMA) methodology;*
- *Strong budgetary performance, with operating surpluses in the general fund and at the total governmental fund level in fiscal 2015;*
- *Very strong budgetary flexibility, with an available fund balance in fiscal 2015 at 40% of operating expenditures;*
- *Very strong liquidity, with total government available cash at 69.9% of total governmental fund expenditures and 6.2x governmental debt service, as well as access to external liquidity we consider strong;*
- *Adequate debt and contingent liability position, with debt service carrying charges at 11.3% of expenditures and net direct debt at 136.5% of total governmental fund revenue, as well as low overall net debt at less than 3% of market value; and*
- *Very strong institutional framework score.*

Due in part to the very positive bond rating of AA+ and favorable interest rate environment, the Town's bonds sold with an interest rate of 2% instead of the cautiously predicted rate of 5%. This lowered the interest rate component of the payment required in the general fund by about \$100K and the utility fund by about \$31K. Thereby over the twenty-year repayment term of these bonds, the lower interest rate will save approximately \$1M in the general fund for transportation and park projects and another \$336K in the utility fund for water and sewer projects.

With the lower interest rate of 2% obtained in Phase I, there was a slight increase proposed to build reserve for debt service increases associated with the second bond issuance and debt service in FY 2017-18. This was to make an incremental increase, rather than a larger increase the next fiscal year. Phase II also received a lower than anticipated interest rate of 2.936%, allowing for only \$.01 tax rate increase to fund the added debt. Borrowing was allocated to capital project categories as follows:

PHASE II Bond Allocations

- Transportation – \$1.628 million
- Parks and Recreation – \$0.129 million
- Water – \$0.543 million
- Sewer – \$0.00 million

Phase III also received a lower than anticipated interest rate of 2.954%, allowing for only \$.0255 tax rate increase to fund the added debt. Borrowing was allocated to capital project categories as follows:

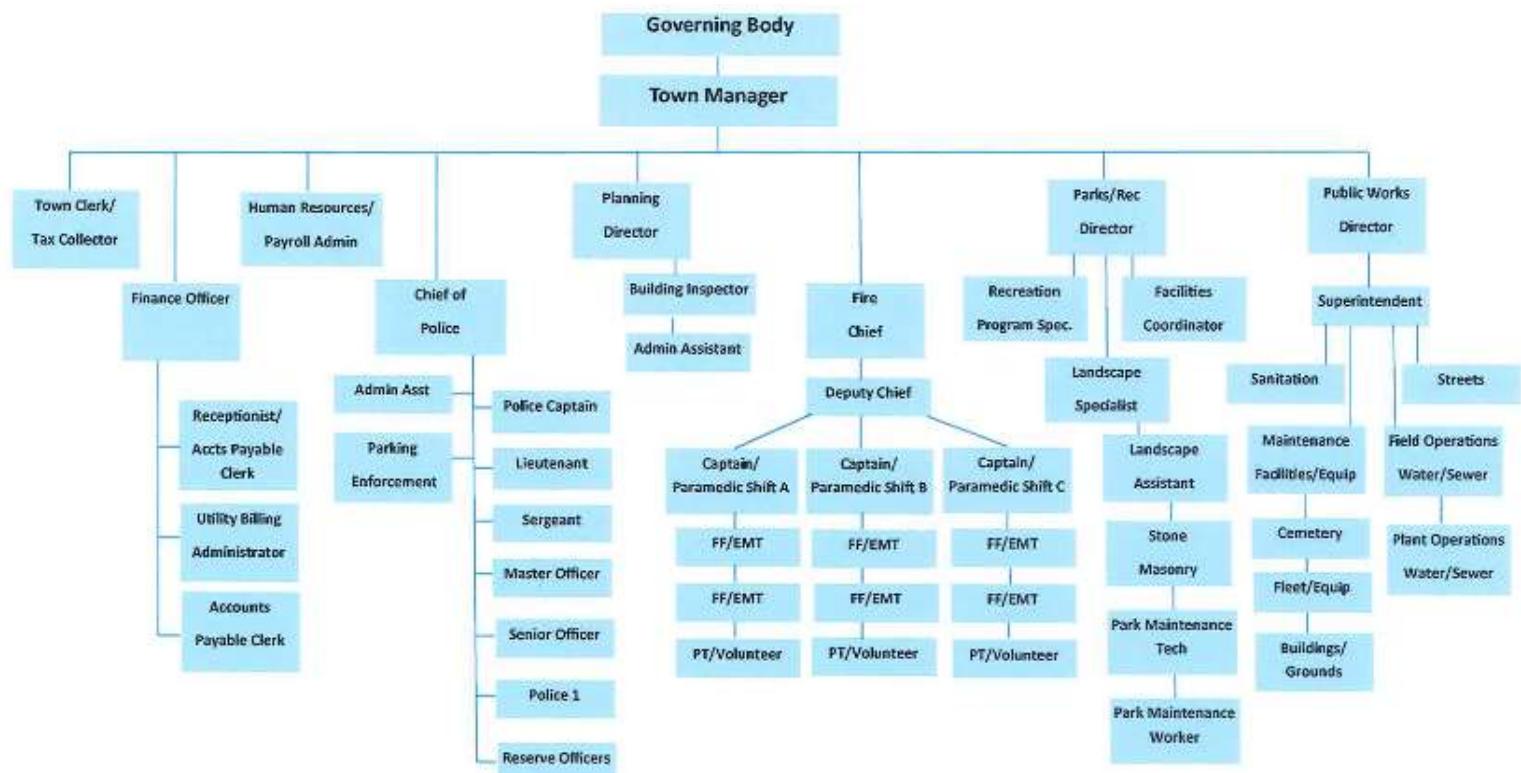
PHASE III Bond Allocations

- Transportation – \$3.690 million
- Water – \$0.380 million
- Sewer – \$0.300 million

The level of investment and pace at which Council decides to pursue the remaining two phases of improvements are important decisions that will be made during this and future budget cycles as funding situations and alternatives are discussed.

Organization

A contributing factor to the Town's organization's financial picture relates to its organizational structure and personnel cost supporting such organization. There needs to be balance on the Town's ability to retain and recruit quality employees in comparison to being competitive with the surrounding labor market. It is understood that the last time the Town fully assessed its organization and conducted and implemented a related "Classification and Pay Study" was in 2014, which is approximately eight (8) years ago. As of last fiscal year, the Town's overall organizational structure can be referenced as follows:



Presently, the Town funds 70 full time and 28 part-time/seasonal employees. The FY 2022-23 proposed budget includes funding for an additional employee in the Parks & recreation Department and the Finance/Admin. Department.

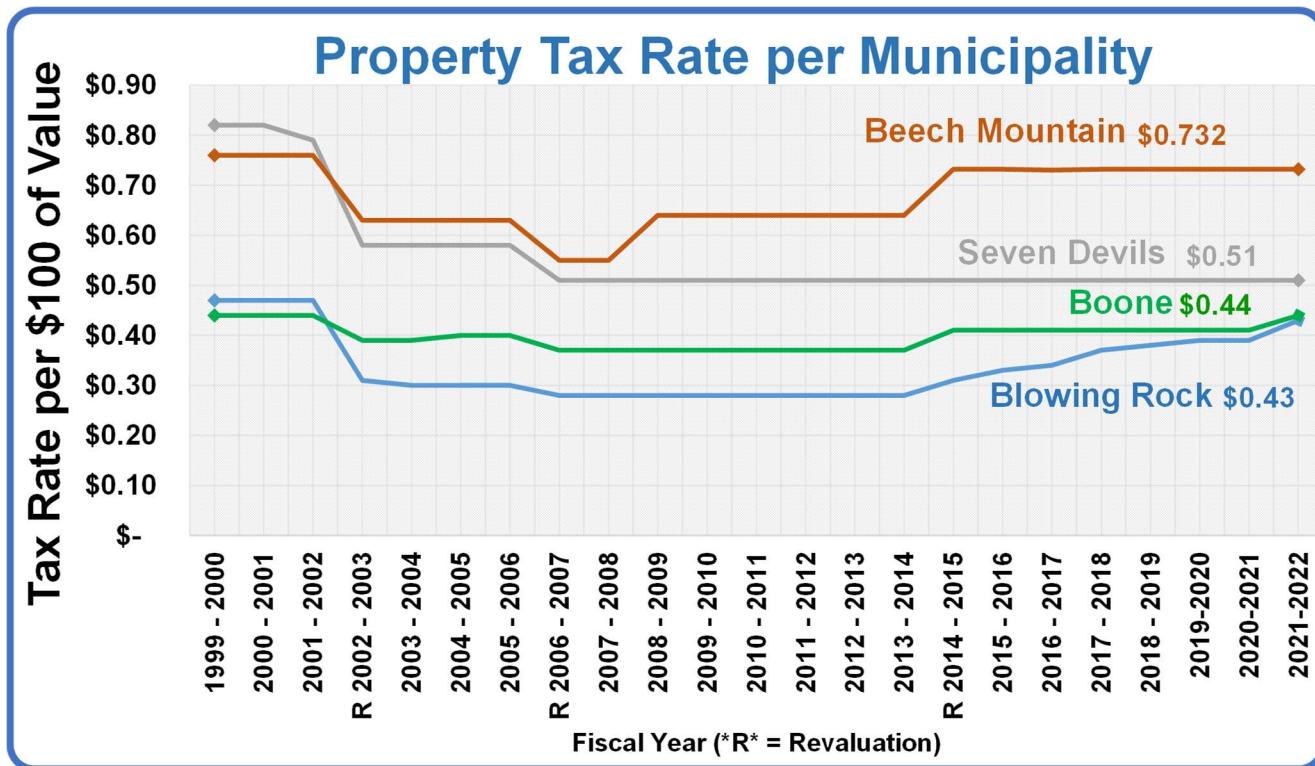
Debt Service

Bringing on debt to fund assets is a financial option to better match the utility of costly items with the period that the Town pays for them. We will be monitoring the interest rate environment and the changing impacts we may see due to the economic impacts of COVID-19. Bringing on additional debt service is an option to afford assets that are simply too large to fund with cash. One of the major elements included in the last five fiscal years Recommended Budget was to continue moving forward with the November 2014 voter approved general obligation bond referendum. The first issue took place in February 2016, the second issuance occurred in May 2018, and a third issuance occurred in December 2019. A fourth and final issuance is projected to take place during the 2022-2023 year. Capital Improvement Plan (CIP) funding through debt service is also anticipated for several of the projects in the 10-year plan along with annual Capital equipment replacements and needs are planned to be funded through debt service as well.

Tax Rate Comparisons

When addressing the cost of living, it is beneficial to understand how we compare with other area municipalities. Watauga County has four municipalities: Blowing Rock, Boone, Beech Mountain, and Seven Devils, along with a variety of taxing jurisdictions including fire districts and municipal service districts. Blowing Rock and Boone both have fire districts taxed at \$0.05 and \$0.06 per \$100 valuation respectively. In addition to the fire district the Town of Boone has a municipal service district with a tax rate of \$0.21 per \$100 valuation. The following graph on page 9 depicts the property tax rate per \$100 of taxable value in each respective jurisdiction. This comparison does not include the Town of Boone's Municipal Service District.

With area Recommended tax rates not yet known for FY 2022-23, the Town of Blowing Rock currently has the lowest property tax rate of the four municipalities in Watauga County. In addition to the municipalities in the County, Watauga County has a tax rate of \$0.403 per \$100 valuation. The taxable property in Blowing Rock has seen an average growth of 1.64% since FY 2014-15, the last revaluation year before this year. This year's tax base growth however is 35.4%, lending to growth in tax revenue to the Town and allowing the tax rate to thereby be lowered with still providing the revenue growth needed to sustain operations and continue providing service levels expected by our community.



Challenges to Revenue Options

North Carolina General Statute Chapter 159, Article 3, requires all local governments to operate under a balanced budget ordinance Recommended and administered in accordance with the Local Government Budget and Fiscal Control Act. The Recommended budget is considered balanced when the estimated revenue plus the appropriated fund balance equals the amount of appropriations. This budget reflects increases in government expenditures in various forms, described in the "Expenditure and Municipal Comparison" section. Along with the property tax, the Town of Blowing Rock receives revenues from state shared and state collected taxes including things such as sales tax, Powell Bill funds, utilities, franchise tax, and beer and wine tax.

Vehicle Tax Authority Expanded

One area in which the North Carolina General Assembly did provide an additional revenue option was for vehicle license fees. As part of its budget passed in 2015, all cities and towns could charge a \$30 municipal vehicle tax beginning July 1, 2016. The change meant that all municipalities were treated the same regarding the vehicle tax that they can charge. Current law allows cities and towns to charge a \$5 tax, while almost all cities that operate transit systems can charge an additional \$5. Local legislation passed over the years had allowed several other municipalities to charge vehicle taxes of up to \$30, but the additional authority was not applied uniformly. The budget provision (Sec. 29.27 A, pages 365-66) requires that amounts charged above the two uniform \$5 taxes already imposed by cities go toward city street maintenance and construction. The Town Council of Blowing Rock researched this option in prior years and discussed the option for prior Recommended budgets but declined to implement said option. This Recommended budget does not include this revenue source.

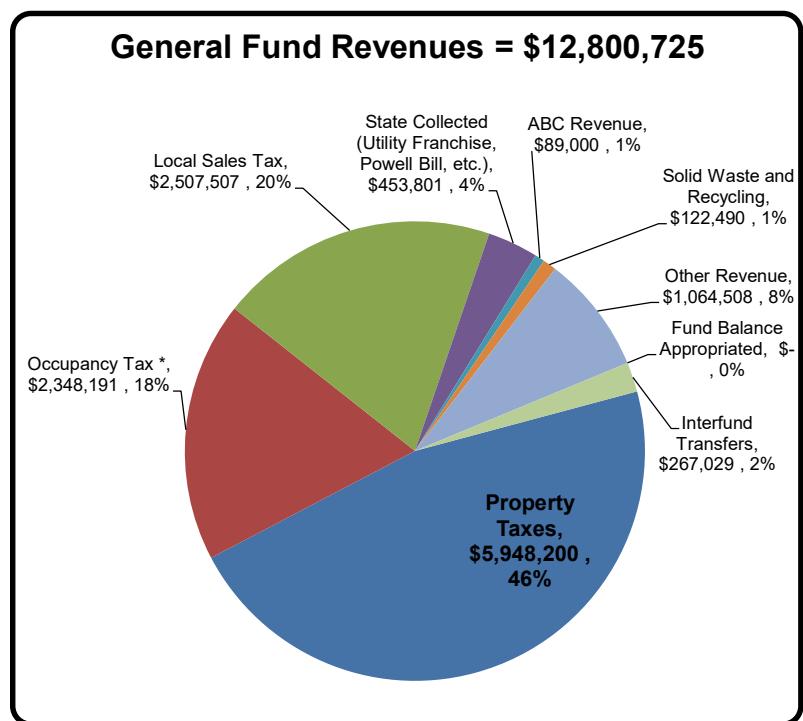
FUNDS OF THE BUDGET

General Fund

A local government's General Fund is where revenues and expenses are collected for all governmental services that do not generate sufficient revenue to support their activities (i.e. Police, Fire, Recreation, Public Works, Administration, Planning/Inspections, etc.). The Town of Blowing Rock's General Fund is balanced and recommends the property tax rate of 36 cents per \$100 of property valuation. This rate is projected to provide approximately \$5.95 million in real and personal property tax revenues based on a real and personal property collection rate of 98.5% and a vehicle property tax collection rate of 98.00%.

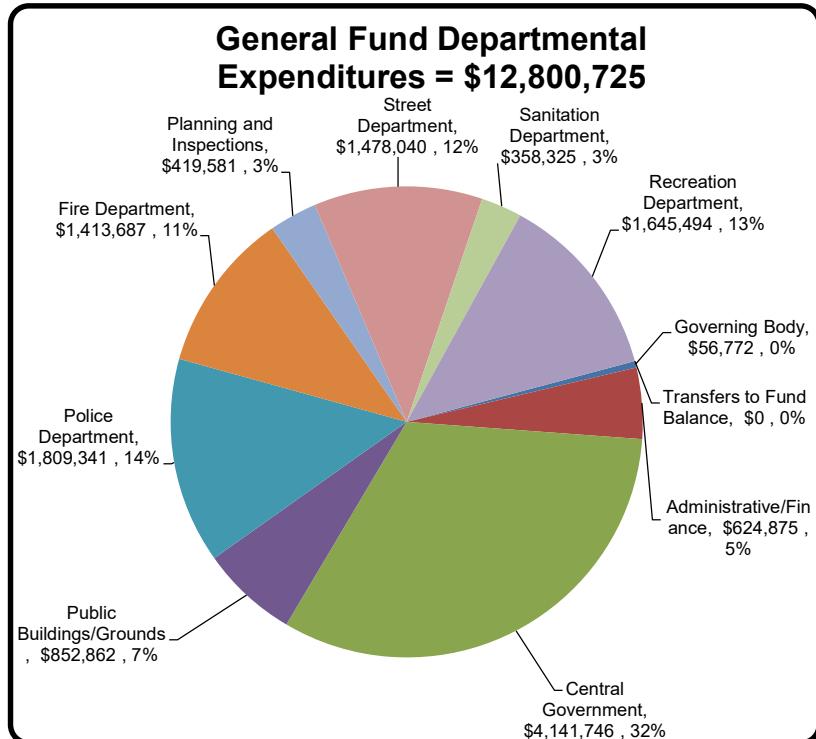
The side graph distinguishes the percent each source of revenue is expected to contribute to the general fund:

The Town's tax base is split between two counties – Watauga and Caldwell. Watauga County represents approximately 93.5% of the total property tax base. Caldwell County accounts for the remaining 6.5%. The Town's property tax base is estimated to be approximately 85% residential and 15% commercial.



The side graph depicts the Recommended spending breakdown by department for FY 2022-23:

The FY 2022-23 Recommended Budget for the General Fund revenues total \$12,800,725. Following NC League of Municipalities projections on major revenue trends, the Recommended budget anticipates increases in revenue sources of Sales Tax (3.75% increase), Occupancy Tax (68% increase from previous year's Adopted budget due to actual current market trends) and Parks & Recreation program revenues (averages approximately 47% increase due to programs phasing back in with pandemic restrictions by in large lifted). Property tax revenues are expected to grow by approximately 13.4% due to the Watauga County property tax revaluation taking place this fiscal and tax year as well as the increase in property tax rate increase.



BRAAC Fund

The Blowing Rock Appearance Advisory Commission Fund contains activities to initiate, promote and assist in the implementation of general community beautification in the Town. The Commission also coordinates the Spring and Fall Planting Days and is the chief sponsor of the annual Town Clean-up Day. This group also assists in the Town's efforts and evaluation of a gateway project which has been under consideration during the past few years. The FY 2022-23 Recommended Budget for the BRAAC Fund totals \$43,900. Via donations/contributions, this fund is self-supporting with all revenues being allocated towards the Commission objectives as set forth in the Town Code. Donations that support the BRAAC Fund include general donations, hanging basket donations and cemetery donations.

Most BRAAC Fund expenditures are appropriated to "Flowers/Landscaping" efforts totaling about half of their Recommended budget. This year's Recommended budget is slightly lower than the FY 2021-22 budget, due largely to the allocation of fund balance last year to replace the memorial hanging baskets and liners along Main St. The Recommended Budget also includes the annual contract that BRAAC initially funded in FY 2015-16 to maintain the Town assumed Legacy Garden responsibility. This is the Garden area that borders Main Street's east side just south of the downtown area. During the spring of 2016, the Town received approval from all the property owners through this area that they were willing to provide a maintenance easement to the Town for said purpose.

Water and Sewer Fund

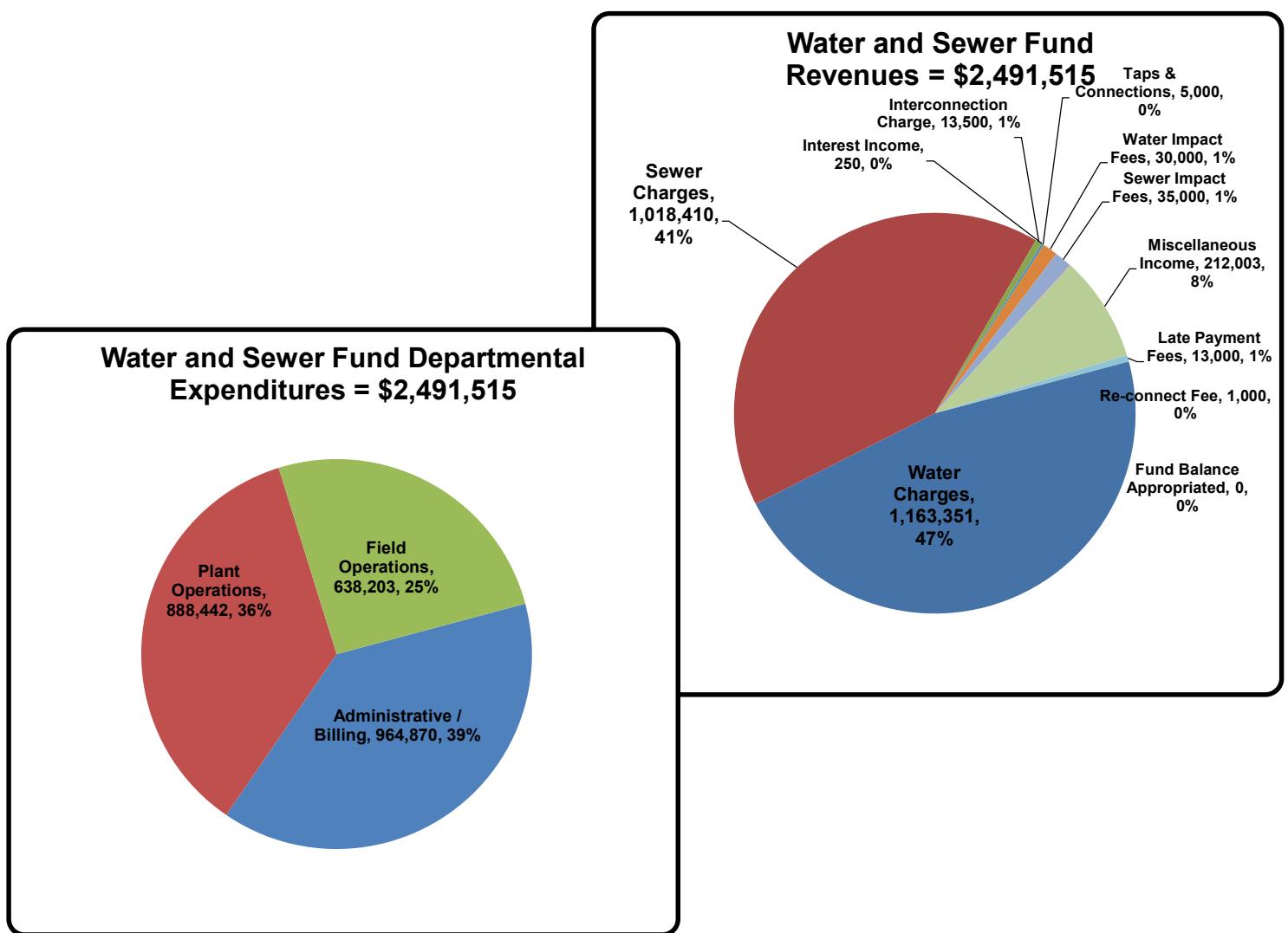
The Water and Sewer Fund contains all water production, water distribution, wastewater collection and wastewater treatment activities of the Town. Water and sewer revenues come from rates and fees and is considered to be a self-supporting ("enterprise") fund for the Town of Blowing Rock. The FY 2022-23 Recommended Budget includes rate increases of 5% in both water and sewer fees. This is following a detailed rate and usage analysis conducted at the request of the Town by the NC Rural Water Association who conducts these analyses all over the state. The rate increases and structure change will help offset increasing operating and capital costs.

The chart below is a reminder of the 5 year rate plan and its customer cost compared to the current rates as it is currently planned to fund current and future operation and debt service needs. We are currently in year 2 of the 5 year plan.

	Current	Year 1	Year 2	Year 3	Year 4	Year 5
<i>Minimum</i>	5,000	3,000	3,000	3,000	3,000	3,000
<i>Rate Increase</i>	N/A	10%	5%	2.50%	2.50%	2.50%
<i>Base Rate</i>	\$ 47.00	\$ 51.70	\$ 54.30	\$ 55.64	\$ 57.03	\$ 58.45
<i>Per 1,000 Gallon Rate</i>	\$ 6.25	\$ 6.90	\$ 7.25	\$ 7.40	\$ 7.58	\$ 7.77
<i>Customer Billing (5,000 gallons of usage)</i>	\$ 47.00	\$ 65.45	\$ 68.72	\$ 70.44	\$ 72.20	\$ 74.01
<i>Customer Billing (10,000 gallons of usage)</i>	\$ 78.25	\$ 99.83	\$ 104.82	\$ 107.44	\$ 110.12	\$ 112.88
<i>Net Income (loss)</i>		\$ 5,693.31	\$ 28,486.25	\$ 48,955.00	\$ 131,787.36	\$ 149,707.60

The FY 2022-23 Recommended Budget for the Water and Sewer Fund totals \$2,491,515. This is an increase of \$243,774 from the FY 2021-22 Adopted Budget of \$2,247,741.

Graphs below outline the Revenue and Expenditures for the Water and Sewer Funds:



SOURCES OF REVENUE

Ad Valorem Tax (Property Tax)

Both real property and personal property are subject to taxation in North Carolina. Real property includes land, buildings, and permanent fixtures, as well as rights and privileges pertaining to land, such as mineral or forestry rights. Personal property includes all other property, tangible or intangible, that is not permanently attached to land. Article V of the North Carolina Constitution establishes that property taxation may be levied to be used “for public purposes only.” A public benefit that is merely incidental to a principal benefit for a private party does not constitute a public purpose, under the Constitution’s definition.

Two characteristics of the property tax distinguish it from other forms of taxation and underlie the methods of determining tax liability and enforcing collection. The first characteristic is that the property tax is levied on property itself, not the owner. The second, is that the tax is measured by the value of the property as a marketable item, not by the owner’s ability to pay. Thus, it is often called an “ad valorem” tax, from the Latin phrase meaning “according to value.” In North Carolina, property tax rates are customarily expressed in dollars per \$100 of valuation. The maximum property tax rate allowed in North Carolina is \$1.50 per \$100 of valuation. In Blowing Rock, the Adopted FY 2021-22 property tax rate is \$0.43 per \$100 of valuation. On a \$500,000 home, the total annual Town of Blowing Rock property taxes due would be \$2,150. The FY 2022-23 Recommended tax rate is at \$0.36.

The FY 2022-23 Recommended Budget includes a tax rate increase to \$0.36 per \$100 of valuation. Total Ad Valorem tax revenues (including current and prior years, motor vehicles, and penalties/ interest) are projected to be \$5.948 million in FY 2022-23 after adjusting for a 98% collection rate on personal property and 98.5% collection rate on real property. In North Carolina, the property tax is the only significant source of revenue that the State allows local governments to control.

Sales and Services

The Town has several services that it “sells” to the public. These services are covered in the Town’s Fee Schedule. There are no services, except water and sewer, solely supported by “Sales and Service” revenue. All others are augmented by property tax revenue, to some degree, to meet service demands. For example, only a portion of the Parks & Recreation Department budget is supported by revenue generated from registration, entry or rental fees. Property tax revenue and other General Fund revenue support a portion of the Parks & Recreation Department’s budget. Some services which produce “Sales and Service” revenue include:

- Commercial Solid Waste/Commercial and Residential Recycling Fees (*no separate fee for weekly residential solid waste collection*)
- Parks and Recreation Department Fees (Pool, Day Camp, Program Registration Fees, Facility Rental Fees, etc.)
- Cemetery Fees
- Zoning/Building Inspection Fees
- Water/Sewer Charges

A detailed list of all fees/charges can be found in the *Schedule of Fees/Charges* section of the budget document.

State-Collected Local Taxes

State-Collected Local Taxes are distributed by the State to the Town based on the actual receipts from the providers of these services and commodities within the Town limits. These revenue sources are expected to total \$453.8K in FY 2022-23 with the continued ad valorem distribution methodology in place. These are strictly General Fund revenues.

State taxes that are shared with cities are the beer and wine taxes, electric franchise taxes, telecommunications taxes, video services taxes, satellite services taxes, the piped natural gas tax, motor fuel taxes, and, as of January 1st, 2008 a portion of a 911 charge on voice communication services. Since FY 2018-19, there are six statewide revenues received by the Town whose estimates depend on economic forces: Utility Franchise Tax, Telecommunications Sales Tax, Beer and Wine Tax, Solid Waste Disposal, Powell Bill, and Video Programming Tax (formerly Cablevision TV Franchise Tax).

The projections for the telecommunications sales tax, beer and wine taxes, and the solid waste disposal tax anticipate a slight decline (7.5%) over the prior year largely due to the numerous changes in the revenue formulas in recent years and the sensitivity to which these revenues respond to weather and market forces.

Each town's utility franchise tax is based on actual receipts from electric service only within the municipal boundaries. The distribution method for the electricity sales tax, along with that of the sales tax on piped natural gas, changed in FY 2014-15 because of the tax reform legislation passed during the General Assembly session. The general sales tax rate is now applied to the sales of electricity, and 44 percent of the proceeds from the sales tax will be returned to cities and towns. It is important to note that if total tax collections next year (and any year in the future) exceed the total necessary to provide every municipality the same amount that they received in quarterly distributions for FY 2013-14, that revenue was distributed statewide on an ad valorem basis. Then in FY 2015-16, the Town of Blowing Rock experienced strong growth in this revenue source and accordingly, revenues from this source were \$366,165, or about 61.2% higher than the level budgeted in FY 2015-16. These revenues are highly sensitive to the weather. Mild winters, cool summers, and any significant rate increases, or decreases can cause these receipts to change.

Annual statewide growth in telecommunications revenues is expected to continue its decline which is mainly attributable to loss of landline purchases, as more customers transition to using cell phones only. The budget proposes this revenue to drop approximately \$1,000 to \$18,500.

Beer and Wine taxes are distributed statewide based on local government population. Due to a change in the North Carolina Department of Revenue collection method in FY 2012-13, beer and wine sale revenues decreased. It is important to note these projections are based on population, highlighting the importance of considering growth and annexation in any forecasts. Due to our relatively flat population growth, the budget reflects the expectation that this revenue will increase at about \$6K.

In 2007, Video Programming revenue replaced the local Cable Franchise Fee revenue. The NCLM expects Video Programming revenue to decrease approximately 1.75%.

Sales Taxes

Effective July 1, 2013, (FY 2013-14) Watauga County changed the distribution method of sales tax revenues from per capita to ad valorem. As part of this change, the Town of Blowing Rock agreed to transfer 60% of the revenue increase over what would have been received under the per capita method back to Watauga County. Due to continued ad valorem distribution, in all previous years since the allocation method has been based on the ad valorem method, the Town of Blowing Rock has budgeted the additional revenue towards one-time expenses. FY 2019-20 brought a change to the formula and Blowing

Fiscal Year	Per Capita Revenue	Due to Watauga Ad Valorum Method	Total
FY 18-19	781,629	378,622	1,160,251
FY 19-20	624,074	425,935	1,050,009
FY 20-21	716,432	462,650	1,179,081
FY 21-22 Estimated	816,493	561,027	1,377,519
FY 22-23 Budgeted	977,928	458,874	1,436,802
5 Year Total	3,916,555	2,287,107	6,203,662

Rock began to be required to return 70%. It is uncertain how long this method will remain or how long the County will require the 70% transfer of revenues. In FY 2020-21 however, due to the sudden economic impacts of the COVID-19 pandemic, these additional revenues were used to fund operating expenditures. The FY 2022-23 Recommended budget anticipates an additional \$458,874 in net revenue to the Town over and above the typical per capita distribution amount.

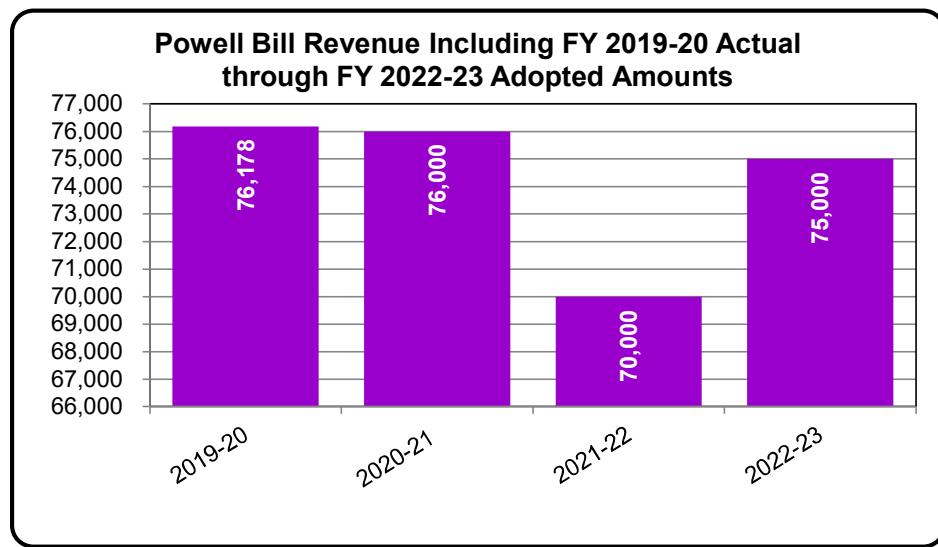
This year, due to the COVID-19 pandemic restrictions easing and knowledge of actual collections remaining steady during the height of the pandemic, offsetting the additional revenues received due to the change in distribution method, the NCLM is projecting a 3.75% increase in local sales taxes state-wide for FY 2022-23. The Town of Blowing Rock's Recommended Budget anticipates a 5% increase in this revenue from FY 2021-22 actual collections. Sales tax revenues under the per capita approach are budgeted for FY 2022-23 at \$977.9K, and this year, the additional funds have been allocated to both one time and operating costs.

Hotel/Motel Occupancy Tax

The Town of Blowing Rock, via the Blowing Rock Tourism Development Authority, levies a hotel/motel occupancy tax on the gross receipts from the rental of transient accommodations in the Town of Blowing Rock. These taxes are collected locally with a current tax rate of 6.0%. The TDA Budget proposes \$593.2K in funding for the Town and infrastructure related allocations in FY 2022-23 to use in support of the various tourism-related operations of the Town. This revenue source is projected to increase by an estimated 3% due to some increased travel in the area, though economist have projected a slowdown in travel as we progress to the end of 2022, into 2023. This revenue source, like sales tax will continue to be monitored throughout the year and any proceeds over and above these budget expectations can be recognized and appropriated during the fiscal year or in the subsequent year. It is anticipated that a economic downturn or recession will occur in late calendar year 2022, early 2023. As a result, this revenue source will be monitored closely for spending changes that could be needed depending on what comes to fruition.

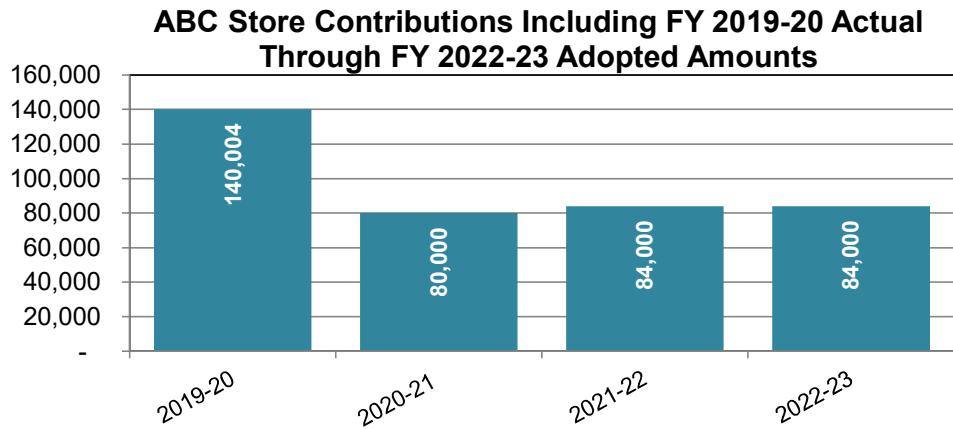
Powell Bill

The use of these funds is restricted to maintaining, repairing, constructing, reconstructing, or widening any public street or thoroughfare within the Town limits that is not State maintained. Bridges, drainage, curb and gutter, sidewalks and other necessary appurtenances are also approved uses of these funds. Determination of the amount of the allocation comes from a formula containing a municipality's local street miles and population. To receive funds, each municipality must file an annual certified map and an annual expenditure report. The method in which Powell Bill funds are distributed among eligible municipalities has not changed. Of the total annual distribution, 75 percent is allocated among eligible cities based on their population. The projected per capita allocation for the FY 2022 -23 Powell Bill distribution is \$19.74 per person. The remaining 25 percent of the Powell Bill distribution is allocated based on the number of city-maintained street system miles in each municipality. The projected value of the mileage-based allocation for the FY 2022-23 Powell Bill distribution is \$1,613 per street mile. The Powell Bill distribution is anticipated to remain relatively consistent with FY 2022-23 actual revenues of approximately \$70K. In the FY 2015-16 budget and forward, these funds were utilized for repair and maintenance costs associated with Town owned streets rather than directly for contracted paving as in past years. With the newly approved general obligation bond funding available for paving, these Powell Bill funds can be better leveraged to pay for operating costs. Following a thorough review of qualifying street expenditures made thus far in FY 2021-22, staff is confident there will be enough similar qualifying expenditures for FY 2022-23.



ABC Revenue

These proceeds are from the local ABC Board generated by the sale of alcoholic beverages in Blowing Rock. ABC revenue levels have rebounded slightly in recent years. The ABC Board's budget planning for FY 2022-23 reflects an annual funding amount for distribution to the Town of \$84K. Historical gross revenues for the ABC Store operation in Blowing Rock are shown in the graph to the right for reference.



Other & Donations

Other miscellaneous revenue includes: interest income, donations, book sales, park lease, town property rental income, sale of fixed assets, snow removal reimbursement, etc. Budgeted interest income has been budgeted at a conservative rate.

EXPENDITURES BY FUNCTION

General Government (Governing Body, Administration/Finance, & Central Government)

This function accounts for \$4,823,393 or 38% of the total General Fund budget.

Major initiatives, capital projects, improvements, and programs in these areas include:

- Insurance Premiums - General Liability & Workers Compensation
- Continued payment to Watauga County of 70% of the Ad Valorem vs. Per Capita sales tax proceeds
- Technology Infrastructure continued support including an IT support staff position
- Continued Community Library Support - \$2,000
- New Finance Position- Finance and Accounting Support Specialist

General Government (Public Buildings & Grounds)

This function accounts for \$852,862 or 7% of the total General Fund budget. Major initiatives, capital projects, improvements, and programs in these areas include:

- Various Facility Improvements
- Continued funding for Tree Planting Program for public areas as needed
- Continued funding for Holiday Decorations
- Continued funding of debt service:
 - Emergency Services Building
 - BRAHM Parking Facility (via TDA)
 - 75% of the Public Works Building Renovation Project

Public Safety (Police & Fire)

This function accounts for \$3,223,029 million or 26% of the total General Fund budget. Major initiatives, capital projects, improvements, and programs in these areas include:

- Continued Funding to provide a School Resource Officer at Blowing Rock School
- Continued Funding of costs associated with bringing dispatch services back to Blowing Rock as started in FY 2021-22
- Replacement funding for two Police Vehicles
- Maintained funding for Part-time Parking Enforcement with paid parking currently under review with a budget amendment anticipated following evaluation of a proposed program should the program be approved by Council
- Two dual-band radios and replacement body/vehicle cameras.
- Continued DARE program Support
- Continued Crimestoppers Support
- Continued Landscape Maintenance for Town owned Fire Station #1 located on Valley Boulevard.

Transportation (Public Works – Streets)

This function accounts for \$1,478,040 or 12% of the total General Fund budget. Major initiatives, capital projects, improvements, and programs in these areas include:

- Continued funding for contracted Right of Way Clearing
- Contracted Cemetery mowing with a 2% CPI contract cost increase (\$35.6K)
- Continued funding for Master Signage Plan as needed with plans to complete a Wayfinding Signage plan in FY 2022-23
- The Blue Ridge Electric Membership Cooperative Board approved the rates for LED lighting at their Board meeting on April 28, 2016. This budget continues funding for these streetlights.
- Includes funding in the following areas, with plans for funds remaining at the end of the year to be transferred to reserves in the Capital Projects fund:
 - Road Repairs- Structural \$12K
 - Culvert Replacements \$10K
 - Ditch line Repairs \$5K
 - Fire Hydrant/Valve Maint. \$6K
 - Existing Sidewalks Repairs \$13K

Environmental Protection (Public Works – Sanitation/Recycling)

This function accounts for \$358,325 or 3% of the total General Fund budget. Major initiatives, capital projects, improvements, and programs in these areas include:

- Continued Residential Curbside Recycling Program (contracted bi-weekly pick-up).
- Continued funding for residential solid waste collection (weekly pick-up)
- Continued commercial garbage pickup via contracted service through Republic Services.

Planning and Inspections

This function accounts for \$419,581 or 3% of the total General Fund budget. Major initiatives, capital projects, improvements, and programs in these areas include:

- Continued funding for implementation of the Town Comprehensive Plan Update approved in 2014
- Funding to begin the process of Comprehensive Plan Update process in FY 2023-24

- Continued funding of the Signage study and resulting Ordinance
- Continued funding of the permit application, review, approval, and inspection processes

Culture and Recreation (Parks/Recreation & Landscape)

This function accounts for \$1,654,494 or 13% of the total General Fund budget. Major initiatives, capital projects, improvements, and programs in these areas include:

- Continued funding for Part-time Staff for Memorial Park Attendants
- Funding of an additional Full-time Park Attendant (TDA Funded)
- Continued funding for Landscaping/Beautification (partially via BRAAC in FY 21-22 & FY 22-23)
- The Town became responsible for maintaining the landscaping along the Valley Boulevard project beginning July 2021. Council approved contracting the landscaping out to Estate Maintenance. The contract with a CPI cost increase is budgeted at \$290,000 and has been included in the FY 22-23 proposed budget.

Environmental Protection – Water/Sewer Fund

This function accounts for \$2,491,515 or 100% of the Water/Sewer Fund. Major initiatives, capital projects, improvements, and programs in these areas include:

- Funding debt service for Water/Sewer Capital Improvement Plan Projects (Water Plant, Wastewater Plant and Blowing Rock/Boone Water Interconnection, 25% of the Public Works Facility Renovation Project, and debt service for water and sewer general obligation projects)
- Funding for the Field Operations staff that maintains the water and sewer collection system
- Funding for the Utility Plant staff members and operation of the water and sewer plants
- Funding for repairs at the Wastewater Treatment Plant and Water Plant

Culture and Recreation – BRAAC Fund

This function accounts for \$39,900 or 100% of the Blowing Rock Appearance Advisory Commission Fund. Major initiatives, capital projects, improvements, and programs in these areas include:

- Funding to support Landscaping/Beautification of public property
- Downtown Hanging Baskets/Planters
- Town Clean-up Day and Planting Day (Spring and Fall)
- FY 22-23 Contribution towards Town Center Landscape/Beautification

EXPENDITURES BY CATEGORY

Expenditure levels have increased in recent years to invest in our people that provide great customer service every day as well as some of our capital infrastructure that has needed attention. Debt service has increased to help pay for new capital activities and continue funding phases of the 2014 voter approved General Obligation bond referendum.

Personnel Expenditures

Personnel expenditures include salaries, FICA, group insurance, retirement, longevity pay, and other miscellaneous benefits for 74 full-time equivalent positions, inclusive of five additional positions added in FY 2017-18 in Fire, several part-time positions including some part-time funding for the Fire Department, and other seasonal workers including summer camp counselors and life guards. The FY 2018-19 Recommended Budget for Personnel Expenditures did include a new recurring cost of a Police Officer position to serve as a School Resource Officer (SRO). At a cost of approximately \$82,100 (salary, benefits and vehicle/equipment), this Recommended Budget includes continued funding for this position.

The total personnel cost in the Recommended Budget is \$6,604,829 or 43% of the total operating budget. The FY 2021-22 Recommended Budget for Personnel Expenditures was \$5,708,647 or 44% of the total budget.

Highlights include:

- The Recommended Budget includes a 2.5% cost of living (COLA) adjustment increase in base pay
- The Recommended Budget includes adjustments to the pay scale and salaries to effect the final portion (½) of the cost of raising the minimum wage to the anticipated federal amount of \$15/hr.
- As one of 880 cities, towns, counties and local commissions that participate in the North Carolina Local Government Employees' Retirement System, FY 2022-23 contribution rate increased .75% decrease 11.39% for this fiscal year. Health insurance costs are anticipated to increase beginning in January 2023, but the actual rate of increase will not be known until the fall of 2022.
- The Recommended Budget includes funding of the Town 401K supplement at 5.0% of salaries for all personnel to go toward the N.C. 401K Supplemental Retirement System. This level of funding for 401K plans helps to keep the Town competitive with other towns and cities. All sworn law enforcement personnel have received a 5.0% supplement per state statute requirement.
- A detailed list of all FTE (Full-Time Equivalent) positions by department can be found in the *Authorized Position Allocation Summary* section of the budget document.
- Proposed funding for an additional employee in the Finance and Administration Department (Finance/Accounting Support Specialist) and an additional employee in the Parks & Recreation Department (Park Attendant (TDA Funded)) as well as continued funding of dispatch personnel added midyear FY 2021-22.

Operating Expenses

Operating expenditures include all costs other than personnel, capital outlay and debt service. Fluctuations in energy and fuel costs, increased service demands, and state funding requirements directly affect other operational expenditures. The FY 2022-23 Recommended Budget for Operating Expenditures is \$5,948,880 or 39% of the total operating budget.

Highlights include:

Continued funding for Blowing Rock dispatch services. Additionally, operating expenses also includes \$1.07K for payment to Watauga County for 70% of the anticipated incremental sales tax proceeds associated with the ad valorem distribution methodology vs. the per capita approach.

Operating Capital Outlay

Operating Capital Outlay expenditures are for the purchase of machinery, equipment, and other items that are too permanent to be considered expendable at the time of purchase, have a value greater than \$5,000, and have a life expectancy of at least one year. The FY 2022-23 Recommended Budget for Operating Capital Outlay expenses including transfers, for both the General Fund and Water/Sewer Fund, total \$745,077 or 10% of the total budget. The FY 2021-22 Recommended Operating Budget for Operating Capital Outlay expenses, for the General Fund and Water/Sewer Fund, totaled \$675,763 or 6% of the operating budget (this was a decrease over prior year due to unknown revenue impacts during the COVID-19 pandemic that began in FY 2020).

A detailed list of capital purchases for FY 2022-23 can be found in the *Capital Improvements Plan* section of the budget document and primarily consists of replacement vehicles and major equipment replacements.

Debt Service

Debt service requirements for payment of principal and interest on borrowed funds such as lease-purchase payments are allocated in this category. The FY 2022-23 Recommended Budget for debt service expenses, for both the General Fund and Water/Sewer Fund, total \$1,999,671 or 12% of the total operating budget. The past FY 2021-22 Recommended Budget for debt service expenses, for the General Fund and Water/Sewer Fund, totaled \$1,823,048 or 14% (which was an increase over prior year of \$176,623) of the total budget.

Comprehensive Plan Initiatives and Long-Term Capital Planning

Town Council continues to have a major focus on overall comprehensive planning and its implementation. The following plans and documents continue to drive much of the work scope and consideration by staff as we conduct our work.

- <i>Town Comprehensive Plan Update</i>	- <i>Town Master Signage Plan - TDA funded</i>
- <i>Parks/Recreation & Landscape Master Plan</i>	- <i>Town Pavement Plan</i>
- <i>Water & Sewer Capital Improvements Plan</i>	- <i>Town Storm Water Plan</i>
- <i>Downtown Streetscape Plan</i>	- <i>Downtown Retail Market Strategy -TDA funded</i>
- <i>Downtown Parking Management Study</i>	- <i>Permitted Leaf/Limb Disposal Site</i>
- <i>Town Public Facilities Study</i>	

Other Appropriations Summary

The following are chart summaries of capital planned to be funded via Installment purchase financing:

Installment Purchase Funded- General Fund		
\$ 396,965	Total Funding	Uses
\$ 120,000	Replaces 2 Police SUVs with graphics, lights and cameras.	
\$ 16,000	2- Radar Units	
\$ 56,500	Replace 2005 Chipper	
\$ 29,275	Replace 2008 Extended Cab Ranger	
\$ 39,190	2 Traffic Message Signs	
\$ 105,000	Pool Marcite Coating	
\$ 31,000	Replace 2005 Mini Excavator	
\$ 396,965		

Installment Purchase Funded- Water/Sewer Fund		
\$ 187,179	Total Funding	
\$ 187,179	Uses	Department
\$ 187,179	2013 Medium Truck Chevrolet 3500HD Diesel 4X4 VIN# 0.50	Field Ops.
\$ 187,179		

The following chart shows revenues and allocations from Occupancy Tax funding from the Blowing Rock Tourism Development Authority:

TDA Funding	
\$ 593,191	1/3 rd Infrastructure
\$ 45,500	2/3 rd Promotional Funding Contributed to Town Operations
\$ 638,691	
\$ 28,077	Admin. Fee
\$ 666,768	Net Occupancy Tax Collection Projection for Budget
Uses	
\$ 70,000	Park restroom Attendant (portion)
\$ 20,000	Town Landscaping/Beautification (portion)
\$ 20,000	Town Christmas Decorations
\$ 13,000	Town Sidewalks
\$ 15,000	Town Street Maintenance
\$ 145,000	Hwy 321 Landscaping (1/2 of cost)
\$ 12,000	Town Memorial Park Maintenance/supplies
\$ 5,000	Town Center Beautification (Sanitation)
\$ 6,000	Memorial Park Miant./Repair
\$ 60,000	Memorial Park Improvements/(CIP)
\$ 46,250	Town Streetlights
\$ 61,603	Directional signage for Downtown
\$ 86,338	Parking Facility BRAHM
\$ 15,000	Kiosks
\$ 3,000	Special Events Downtown Shuttle
\$ 15,000	Downtown Shuttle Trial
\$ 5,000	Promotional TDA/Town Calendars
\$ 12,000	Reimbursement - Town Overhead Costs
\$ 28,077	Admin.
\$ 28,500	P&R Special Events
\$ 666,768	
* Town Contributions from 2/3 rd Promotion Funds	

FISCAL OUTLOOK

This year, though revenue forecasting is always a challenge we were able to see the true impacts of the pandemic on our major revenue streams such as Sales Tax, Occupancy Tax and Water/Sewer Collections, making it somewhat easier than last year to try to forecast those revenues trajectory, while still keeping on the conservative side as much and where possible. As always, it is important for one to always remember projections are not definite and there is always an element of risk in budgeting. As such, we will be monitoring projected revenues and expenditures closely as we begin the new fiscal year. As always, we have made every attempt to minimize that risk to the best of our ability by monitoring closely the past and trends for the future. Due to our size and constrained geographic borders, the Town of Blowing Rock will not likely grow its way into significant increased revenues, even if the economy were to come roaring back. It is more apparent that we must continue to make high value choices that focus on our people and on our infrastructure if we are to care for and protect this wonderful community in the way that it has come to expect and deserve.

The General Assembly is continuously examining various changes to statewide laws and local government authority is sometimes impacted. Legislation continues to be debated in each session, and the uncertainty of the outcome sometimes disturbing. Monitoring will be required. We must continue to work with the North Carolina League of Municipalities to help monitor potential threats such as this that might take away Council's ability to ensure the Town of Blowing Rock is cared for properly, given whatever circumstances may be. Additionally, improved collaboration with our sister governments can be helpful.

CLOSING

This Recommended Budget for FY 2022-23 is balanced in accordance with State Statutes and attempts to address obligations, along with goals and priorities that have been established by Town Council. Assisting in the development of the budget were department heads who met in one-on-one settings with the Manager and Finance Officer. Their input provided valuable insight as to financial challenges and opportunities encountered by their department.

With the submission of the Recommended Budget to Council, it now provides Council an opportunity to review and evaluate programs and services and methods of increasing or reallocating resources. This budget includes several important decisions regarding the Town of Blowing Rock's organizational, fiscal, and infrastructure investments to be assessed this year and in the next several years to come. At the 2022 annual winter retreat Town Council set the following long-term goals and objectives. The list of those objectives follows in no particular order:

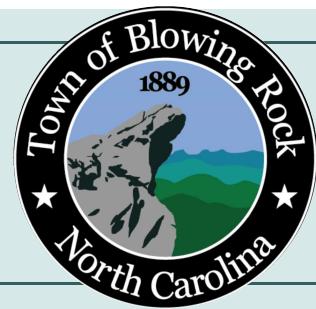
EMS
Solar and Sustainability
Underground Utilities
Parking
Broyhill Park – lake
Annie Cannon – bathrooms, trail and Spillway
North Main Sidewalk (2 phases)
Water and WW Plant Upgrades
Pump Station and Line @ Mayview
Water Meters
Traffic and Pedestrian Safety - officers
Downtown Overlay/Zoning and Restaurant Seating
ST Rentals



Please find extended a sincere appreciation to Council for their patience, understanding, and dedicated work on this important policy document. I wish to recognize and extend thanks to Town staff in all Town departments for their invaluable assistance during the budget process and emphasize my appreciation to the Town staff that helped in preparing this budget, especially our Finance Officer, Nicole Norman.

Respectfully Submitted,
Shane Fox
Town Manager

TOWN OF BLOWING ROCK



Budget Message

Fund Summaries

Assessed Valuation Summary

General Fund Revenues

General Fund Expenditures:

- 4110 Governing Body
- 4130 Administration and Finance
- 4200 Central Government
- 4260 Public Buildings & Grounds
- 4310 Police
- 4340 Emergency Services
- 4350 Planning and Inspections
- 4500 Public Works & Utilities - Street Division
- 4700 Public Works & Utilities - Sanitation & Recycling Division
- 6100 Parks & Recreation/Landscape

BRAAC Fund Revenues/Expenditures

Water and Sewer Fund Revenues

Water and Sewer Fund Expenditures:

- 7110 Administrative/Engineering/Billing
- 7120 Public Works & Utilities - Water and Sewer Plant & Field Operations

General Capital and Utility Capital Fund Revenues and Expenditures

Fiscal Year
2022-23

**Budget:
INDEX**

TOWN OF BLOWING ROCK



Other Budget Items:

- Appendix 1 [Occupancy Tax Budget](#)
- Appendix 2 [Schedule of Fees/Charges](#)
- Appendix 3 [Authorized Position Allocation
Summary/Salary Ranges](#)
- Appendix 4 [Debt Service Schedule](#)
- Appendix 5 [Capital Improvement](#)
- Appendix 6 [Budget Summary Graphs](#)
- Appendix 7 [Budget Ordinance](#)
- Appendix 8 [Account Code Detailed Descriptions](#)

Town of Blowing Rock Budget Summary

Operating Budget Summary				
Operating by Fund	FY 2021-22 Adopted	FY 2022-23 Recommended	\$ Change	% Change
General Fund	10,529,354	12,800,725	2,271,372	26.36%
BRAAC Fund	43,570	39,900	(3,670)	-14.65%
Water and Sewer Fund	2,247,741	2,491,515	243,774	12.28%
Total Expenditures and Transfers	12,820,665	15,332,140	2,511,475	23.63%
Operating by Category	FY 2021-22 Adopted	FY 2022-23 Recommended	\$ Change	% Change
Personnel	5,708,647	6,638,512	929,865	18.99%
Operating & Maintenance*	4,613,708	5,948,880	1,335,172	38.77%
Capital Outlay & Transfers	675,263	745,077	69,814	10.09%
Debt Service	1,823,048	1,999,671	176,623	11.43%
Total Expenditures and Transfers	12,820,665	15,332,140	2,511,475	23.74%

* FY 2021 Change in presentation of Occupancy Taxes from Net to Gross method due to Audit.

Capital Budget Summary				
Capital by Category	FY 2021-22 Adopted	FY 2022-23 Recommended	\$ Change	% Change
Public Facilities/Central Govt.	60,000	60,000	-	0.00%
Parks and Recreation	-	-	-	100.00%
Roads and Sidewalks	-	-	-	0.00%
Water	-	-	-	0.00%
Sewer	-	-	-	0.00%
Total Capital	60,000	60,000	-	0.00%

Total Budget Summary				
Total Budget	FY 2021-22 Adopted	FY 2022-23 Recommended	\$ Change	% Change
Total Budget	12,880,665	15,392,140	2,511,475	23.01%

GENERAL FUND EXPENDITURES**DESCRIPTION: EXPENDITURE SUMMARY**

DESCRIPTION	2019-20	2020-21	2021-22	2022-23
	Adopted	Adopted	Adopted	Recommended
Salaries	2,617,000	3,043,033	3,273,932	4,458,796
Group Insurance	381,783	413,000	470,445	606,546
Other	708,117	841,608	967,886	1,539,487
Personnel Subtotal	3,706,900	4,297,641	4,712,263	6,604,829
Materials/Supplies	246,077	238,800	222,700	380,000
Vehicle Maintenance/Fuel	117,493	137,100	133,200	240,700
Other*	3,398,636	2,535,690	3,606,638	5,174,626
Operating & Maint Subtotal	3,762,206	2,911,590	3,962,538	5,781,328
Capital Outlay	250,026	191,261	417,145	608,144
Other	587,393	-	-	338,166
Capital and Other Subtotal	837,419	191,261	417,145	946,309.81
Debt Service	1,242,301	685,145	1,437,409	1,999,671
Total Expenditures and Tra	9,548,826	8,085,637	10,529,355	15,332,138

**Town of Blowing Rock
General Fund Summary**

REVENUES Description	2019-20		2020-21		2021-22		2022-23		
	Adopted	%	Adopted	%	Adopted	%	Recommended	%	
Property Taxes	4,314,234	52.5%	4,476,178	51.9%	5,198,450	49.4%	\$ 5,948,200	46%	
Occupancy Tax *	384,730	4.7%	421,127	4.9%	1,404,199	13.3%	\$ 2,348,191	18%	
Local Sales Tax	1,806,900	22.0%	1,821,594	21.1%	2,058,880	19.6%	\$ 2,507,507	20%	
State Collected (Utility Franchise, Powell Bill, etc.)	465,115	5.7%	457,200	5.3%	427,393	4.1%	\$ 453,801	4%	
ABC Revenue	65,000	0.8%	85,000	1.0%	89,000	0.8%	\$ 89,000	1%	
Solid Waste and Recycling	137,750	1.7%	151,025	1.8%	93,364	0.9%	\$ 122,490	1%	
Other Revenue	793,313	9.7%	862,543	10.0%	1,004,140	9.5%	\$ 1,064,508	8%	
Fund Balance Appropriated	-	0.0%	120,000	1.4%	0	0.0%	\$ -	0%	
Interfund Transfers	249,335	3.0%	223,409	2.6%	253,928	2.4%	\$ 267,029	2%	
Total General Fund Revenues	8,001,119	100.0%	8,618,077	100.0%	10,529,354	100.0%	\$ 12,800,725	100.0%	

* FY 2021 Change in presentation of Occupancy Taxes from Net to Gross method due to Audit.

EXPENDITURES Description	2019-20		2020-21		2021-22		2022-23		
	Adopted	%	Adopted	%	Adopted	%	Recommended	%	
Governing Body	53,068	0.6%	56,181	0.7%	55,098	0.5%	\$ 56,772	0%	
Administrative/Finance	420,101	5.1%	457,123	5.3%	495,085	4.7%	\$ 624,875	5%	
Central Government	1,869,045	22.7%	1,805,406	20.9%	3,046,621	28.9%	\$ 4,141,746	32%	
Public Buildings/Grounds	634,350	7.7%	599,880	7.0%	607,574	5.8%	\$ 852,862	7%	
Police Department	1,329,596	16.2%	1,422,169	16.5%	1,629,266	15.5%	\$ 1,809,341	14%	
Fire Department	1,100,314	13.4%	1,088,664	12.6%	1,217,156	11.6%	\$ 1,413,687	11%	
Planning and Inspections	295,559	3.6%	300,556	3.5%	389,499	3.7%	\$ 419,581	3%	
Street Department	1,208,496	14.7%	1,415,125	16.4%	1,481,456	14.1%	\$ 1,478,040	12%	
Sanitation Department	434,074	5.3%	406,463	4.7%	382,657	3.6%	\$ 358,325	3%	
Recreation Department	871,774	10.6%	1,066,509	12.4%	1,224,942	11.6%	\$ 1,645,494	13%	
Transfers to Fund Balance	-	0.0%	(0)	0.0%	0.00	0.0%	\$ 0	0%	
Total General Fund Expenditures and Transfers	8,001,119	100.0%	8,618,077	100.0%	10,529,354	100.0%	\$ 12,800,725	100.0%	

Town of Blowing Rock
Blowing Rock Appearance Advisory Commission Fund Summary

REVENUES		2019-20		2020-21		2021-22		2022-23	
Description	Adopted	%	Adopted	%	Adopted	%	Recommended	%	
Donations - General	21,500	85.8%	23,570	63.5%	26,020	59.7%	26,350	66%	
Donations - Hanging Baskets	3,000	12.0%	3,000	8.1%	8,500	19.5%	8,500	21.3%	
Donations - Cemetery	500	2.0%	500	1.3%	2,000	4.6%	2,000	5.0%	
Appropriated Fund Balance	-		10,000		7,000		3,000	7.5%	
Miscellaneous Income	50	0.2%	50	0.1%	50	0.1%	50	0.1%	
Total BRAAC Revenues	25,150	100.0%	25,050	100.0%	43,570	83.9%	39,900	100.0%	

EXPENDITURES		2018-19		2019-20		2020-21		2022-23	
Description	Actual	%	Adopted	%	Adopted	%	Recommended	%	
Plant/Landscaping Materials	12,900	51.5%	15,000	40.4%	26,000	59.7%	26,000	65.2%	
Contract Services/Labor	4,000	16.0%	4,000	10.8%	4,000	9.2%	-	0.0%	
Transfer to General Fund	3,000	12.0%	13,000	35.0%	8,000	18.4%	8,000	20.1%	
Other (Printing, PO Box, etc.)	5,150	20.6%	5,120	13.8%	5,570	12.8%	5,900	14.8%	
Total BRAAC Expenditures	25,365	100.0%	37,120	100.0%	43,570	100.0%	39,900	100.0%	

Town of Blowing Rock
Water and Sewer Fund Summary

REVENUES Description	2019-20		2020-21		2021-22		2022-23	
	Adopted	%	Adopted	%	Adopted	%	Recommended	
Water Charges	928,200	46.7%	921,770	50.7%	1,135,734	50.5%	1,163,351	46.7%
Sewer Charges	773,680	39.0%	767,250	42.2%	929,384	41.3%	1,018,410	40.9%
Interconnection Charge	13,000	0.7%	13,000	0.7%	13,000	0.6%	13,500	0.5%
Interest Income	11,000	0.6%	3,000	0.2%	500	0.0%	250	0.0%
Taps & Connections	3,000	0.2%	3,000	0.2%	5,000	0.2%	5,000	0.2%
Water Impact Fees	20,000	1.0%	10,000	0.5%	15,000	0.7%	30,000	1.2%
Sewer Impact Fees	22,000	1.1%	12,000	0.7%	25,000	1.1%	35,000	1.4%
Re-connect Fee	1,500	0.1%	1,500	0.1%	1,500	0.1%	1,000	0.0%
Miscellaneous Income	162,125	8.2%	75,884	4.2%	111,624	5.0%	212,003	8.5%
Fund Balance Appropriated	40,000	2.0%	-	0.0%	0	0.0%	0	0.0%
Late Payment Fees	11,000	0.6%	11,000	0.6%	11,000	0.5%	13,000	0.5%
Total Water/Sewer Revenues	1,985,505	100.0%	1,818,404	100.0%	2,247,741	100.0%	2,491,515	100.0%

EXPENDITURES Description	2018-19		2019-20		2020-21		2022-23	
	Actual	%	Adopted	%	Adopted	%	Recommended	
Administrative / Billing	685,310	34.9%	703,157	36.9%	787,535	35.0%	964,870	38.7%
Plant Operations	764,660	41.0%	806,309	42.3%	824,194	36.7%	888,442	35.7%
Field Operations	368,434	24.1%	395,393	20.8%	636,012	28.3%	638,203	25.6%
Total Water/Sewer Expenditures	2,496,740	100.0%	1,904,859	100.0%	2,247,741	100.0%	2,491,515	100.0%

Total Assessed Valuation by County

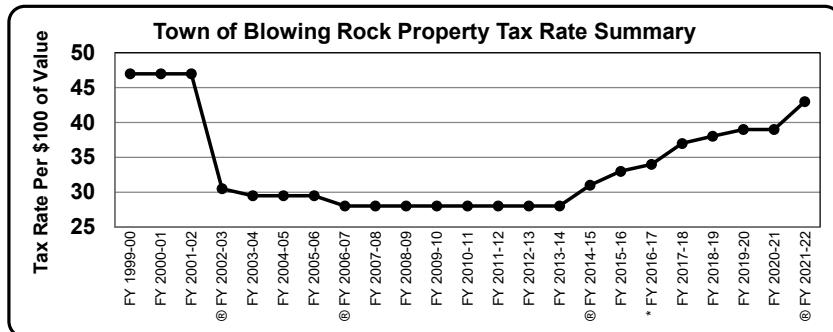
Watauga 2021-22 Budget		Watauga 2022-23 Budget		\$ Change	% Change
Real	1,068,777,256	Real	1,506,624,870	437,847,614	41.0%
Personal	20,696,740	Personal	20,424,600	(272,140)	-1.3%
Motor Veh.	23,296,356	Motor Veh.	17,975,840	(5,320,516)	-22.8%
	1,112,770,352		1,545,025,310	432,254,958	38.8%
	91.2%		93.5%		
Caldwell 2021-22 Budget		Caldwell 2022-23 Budget		\$ Change	% Change
Real	107,000,000	Real	107,000,000	-	0.0%
Personal	20,000	Personal	20,000	-	0.0%
Motor Veh.	600,000	Motor Veh.	600,000	-	0.0%
	107,620,000		107,620,000		0.0%
	8.8%		6.5%		
Total 2021-22 Budget		Total 2022-23 Budget		\$ Change	% Change
Real	1,175,777,256	Real	1,613,624,870	437,847,614	37.2%
Personal	20,716,740	Personal	20,444,600	(272,140)	-1.3%
Motor Veh.	23,896,356	Motor Veh.	18,575,840	(5,320,516)	-22.3%
	1,220,390,352		1,652,645,310	432,254,958	35.4%
	100.0%		100.0%		

Total Assessed Valuation by Type of Property

2021-22 Budget		2022-23 Budget		\$ Change	% Change
Watauga	Real	1,068,777,256	Watauga	Real	1,506,624,870
Caldwell	Real	107,000,000	Caldwell	Real	107,000,000
		1,175,777,256		437,847,614	41.0%
		96.3%			37.2%
2021-22 Budget		2022-23 Budget		\$ Change	% Change
Watauga	Personal	20,696,740	Watauga	Personal	20,424,600
Caldwell	Personal	20,000	Caldwell	Personal	20,000
		20,716,740		20,444,600	1.2%
		1.7%			(272,140) -1.3%
2021-22 Budget		2022-23 Budget		\$ Change	% Change
Watauga	Motor Veh.	23,296,356	Watauga	Motor Veh.	17,975,840
Caldwell	Motor Veh.	600,000	Caldwell	Motor Veh.	600,000
		23,896,356		18,575,840	1.1%
		2.0%			(5,320,516) -22.8%
Totals		Totals		\$ Change	% Change
	1,220,390,352		1,652,645,310	432,254,958	35.4%
	100.0%		100.0%		
Total Levy					
2021-22 Budget		2022-23 Budget		\$ Change	% Change
Motor Vehicles	23,896,356	Motor Vehicles	18,575,840	(5,320,516)	-22.3%
x 0.43 cents		x 0.36 cents			
Motor Vehicle Levy	102,754	Motor Vehicle Levy	66,873	(35,881)	-34.9%
@ 98.00% Collection	100,699	@ 98.00% Collection	65,536	(35,164)	-34.9%
Real/Personal	1,196,493,996	Real/Personal	1,634,069,470	437,575,474	36.6%
x 0.43 cents		x 0.36 cents			
Real/Personal Levy	5,144,924	Real/Personal Levy	5,882,650	737,726	14.3%
@ 98.50% Collection	5,067,750	@ 98.50% Collection	5,794,410	726,660	14.3%
Total Revenue	5,168,450	Total Revenue	5,859,946	691,496	13.4%
Revenue per penny =	120,197	Revenue per penny =	162,776	42,580	35.4%

Tax Rate History

FY 1999-00	47.0
FY 2000-01	47.0
FY 2001-02	47.0
④ FY 2002-03	30.5
FY 2003-04	29.5
FY 2004-05	29.5
FY 2005-06	29.5
④ FY 2006-07	28.0
FY 2007-08	28.0
FY 2008-09	28.0
FY 2009-10	28.0
FY 2010-11	28.0
FY 2011-12	28.0
FY 2012-13	28.0
FY 2013-14	28.0
④ FY 2014-15	31.0
FY 2015-16	33.0
* FY 2016-17	34.0
FY 2017-18	37.0
FY 2018-19	38.0
FY 2019-20	39.0
FY 2020-21	39.0
④ FY 2021-22	43.0



④ Year that property revaluation took effect for Watauga County portion of Blowing Rock

GENERAL FUND REVENUE					
DESCRIPTION: REVENUE SUMMARY					
CODE: 10-3000					
ACCOUNT NUMBER	DESCRIPTION	2018-19 Actual	2019-20 Actual	2020-21 Adopted	2021-22 Adopted
					2022-23 Recommended
3100-301	Current Year Taxes	4,274,309	4,357,310	4,479,484	5,067,750
3100-302	Prior Years Taxes	26,988	20,274	23,000	21,000
3100-303	Vehicle Taxes	94,200	83,007	93,800	100,699
3100-311	Adjustments to Levy	-	-	-	-
3100-317	Tax Penalties/Interest	15,399	6,718	9,000	9,000
3100-319	Tax Releases	-	-	-	-
	Property Tax Subtotal	4,410,896	4,467,309	4,605,284	5,198,450
3300-345	Per Capita Sales Tax	781,629	909,917	445,323	792,627
3300-345	Ad Valorem Sales Tax	1,222,549	1,050,009	842,550	1,266,253
3300-346	Hold Harmless Sales Tax	-	-	-	-
	Sales Tax Subtotal	2,004,178	1,959,926	1,287,873	2,058,880
3300-337	Utility Franchise Tax	340,805	317,282	300,000	293,893
3300-338	Telecommunications Tax	33,263	23,420	26,000	19,500
3300-341	Beer/Wine Tax	5,734	5,794	5,000	6,000
3300-342	Solid Waste Disposal Tax	740	1,265	600	1,000
3300-343	Powell Bill	76,054	76,178	76,000	70,000
3300-347	Video Programming Tax	45,875	40,794	42,900	37,000
3300-349	Federal/State Grants	-	-	-	-
	State Collected Subtotal	502,470	464,732	450,500	427,393
3400-316	Dumpster Rental Fees	613	617	600	600
3400-317	Solid Waste Fee	58,227	64,450	60,000	-
3400-318	Recycling Revenue	3,280	3,569	3,410	3,510
3400-319	Curbside Recycling	61,274	93,707	87,615	89,854
	Solid Waste & Recycling Subtotal	123,394	162,343	151,025	93,364
3400-325	Schedule B License	-	-	975	975
3400-326	Occupancy Tax	1,461,829	1,377,589	917,970	1,404,199
3400-355	Building Permits	70,000	86,957	51,500	95,500
3400-356	Misc Zoning Permits	10,000	10,256	10,000	12,000
3400-357	STR Application Fees	-	7,500	7,000	7,500
3400-200	FEMA/State Reimbursements	9,000	-	-	-
3400-329	Interest Income	95,226	62,988	16,000	2,000
3400-333	Proceeds-Long Term Debt	204,640	155,003	102,665	389,316
3400-335	Miscellaneous Income	21,195	151,175	12,660	20,625
3400-347	ABC Revenue	63,657	140,004	80,000	84,000
3400-348	Other ABC Contributions	50,000	50,000	-	-
3400-349	Grants (NON- Federal)	-	5,208	-	15,000
3400-351	ABC Law Enforcement Revenue	5,000	8,954	5,000	5,000
3400-350	Confiscated Drug Funds	-	-	-	-
3400-352	Parking Ticket Fees	-	2,115	-	1,000
3400-358	Donations	8,153	5,650	-	-
3400-359	Ice House Rental Revenue	8,475	6,650	11,400	11,760
3400-359	Book Sales	20	160	-	-
3400-360	Electric Car Charging Station	297	816	-	3,000
3400-361	Cemetery	25,950	27,113	20,000	25,000
3400-375	Fire Dept. Contribution	282,045	258,571	293,288	326,470
3400-380	Park Lease	8,128	5,448	5,000	5,000
3400-381	Rental Income	-	-	-	-
3400-362	Parks & Recreation Instructional Classes	-	-	-	-
	Rentals	28,000	24,025	17,000	10,000
3400-364	Day Camp	44,598	18,075	15,000	15,000
3400-365	Special Events	-	-	-	-
3400-367	Pool	64,515	30,404	30,000	40,000
3400-368	Concessions-Park	743	619	750	600
3400-369	County	13,000	11,000	12,000	12,000
3400-371	Kinder Activities	4,510	1,523	1,700	2,000
3400-373	Sponsorships	800	1,000	500	500
3400-374	Concessions-Pool	135	164	150	115
3400-375	After School Care Fees	-	-	-	25,000
	Recreation Classes Subtotal	2,479,916	86,810	77,100	80,215
3400-385	Reimbursement From DOT	10,500	-	10,500	9,000
3400-398	Sale of Fixed Assets	13,170	26,027	7,000	10,000
3400-399	Fund Balance Appropriated- Reserve Allocation	-	-	228,000	-
3400-400	Capital Projects Transfer In	134,525	127,260	180,000	60,000
3400-402	BRAAC Transfer In (for watering + Town Center)	4,595	14,460	13,000	8,000
3400-450	Management Allocation to Utility Fund	186,335	160,409	172,976	185,928
	Revenue Proceed Adjustments	-	-	-	-
	Total Revenue	8,312,319	6,302,405	8,716,716	10,536,575
					12,800,725

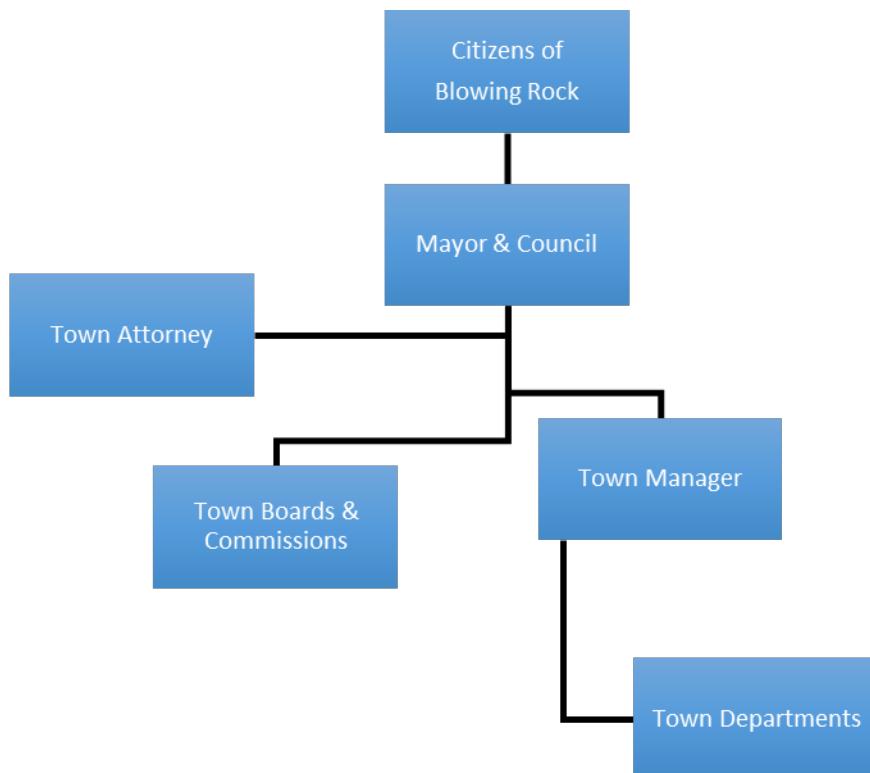
FUND: General Fund**DEPARTMENT: Governing Body****Description and Responsibilities**

The Town of Blowing Rock operates under the Council/Manager form of government. Under the Council/Manager plan, the Town Council is the legislative body for the community. As the legislative body, the Council adopts ordinances and resolutions, adopts the annual budget, appoints the members of the Town's advisory Boards and Commissions, appoints the Town Manager and the Town Attorney, and makes broad policy determinations.

The current members of the Town Council:

<u>Member</u>	<u>Current Term Expires</u>
Mayor - Charles Sellers	December, 2023
Mayor Pro-tem & Councilmember - Doug Matheson	December, 2025
Councilmember - Melissa Pickett	December, 2025
Councilmember - Albert Yount	December, 2023
Councilmember - David Harwood	December, 2023
Councilmember - Pete Gherini	December, 2025

The following is an organizational chart that depicts the position and responsibility of the Town Council within the Town governmental structure:



GENERAL FUND EXPENDITURES
DESCRIPTION: GOVERNING BODY
CODE: 10-00-4110

ACCOUNT NUMBER	DESCRIPTION	2019-20 Adopted	2020-21 Adopted	2021-22 Adopted	2022-23 Recommended
002	Board Salaries	16,645	16,646	17,062	17,489
005	FICA	1,063	1,286	1,305	1,338
006	Group Insurance	23,391	25,000	27,980	29,196
	Personnel Subtotal	41,099	42,932	46,348	48,022
014	Travel	3,290	8,000	8,000	8,000
057	Miscellaneous	1,520	750	750	750
	Operating & Maint. Subtotal	4,810	8,750	8,750	8,750
500	Capital Outlay	-	-	-	-
TOTAL EXPENDITURES		45,909	51,682	55,098	56,772

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FUND: General Fund**DEPARTMENT: Administration and Finance****Description and Responsibilities**

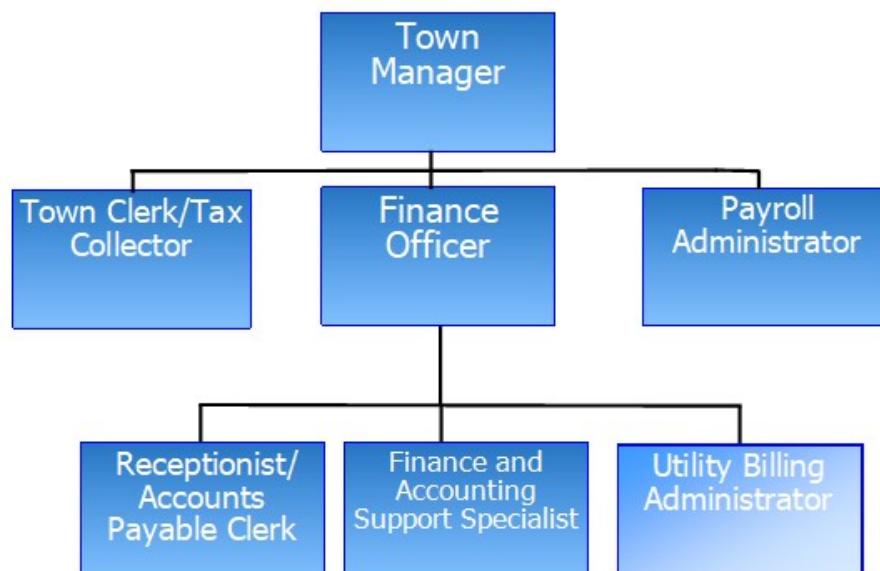
The Town of Blowing Rock operates under the Council/Manager form of government. Under the Council/Manager plan, the Town Council is the legislative body for the community and makes broad policy decisions. The Town Manager, who is appointed by the Council, is responsible for the day-to-day operations of the Town government. The Manager supervises all department heads and Town staff, prepares a recommended budget for the Council's consideration, serves as the chief adviser for the Council on policy and administrative matters, and implements the Council's policy decisions.

The Administration/Finance Department is responsible for the accounting of all revenues and expenses for the Town, including cash management. This department handles real estate tax billings and collections (approximately 3,034 accounts billed annually), utility billings and collections (approximately 2,251 accounts billed bi-monthly), occupancy tax collections (approximately 65 accounts collected monthly), and payroll (approximately 68 employees during winter and 104 during summer, each paid bi-weekly). In addition, this department maintains the accounting system and records, is the custodian of official Town records, maintains cemetery records, and provides secretarial support through the recording and preparation of all minutes for the Town Council.

Staffing and Schedule

The Administration and Finance Office has seven (7) full-time employees: Town Manager, Finance Officer, Town Clerk/Tax Collector, HR/Payroll Administrator, Finance and Accounting Support Specialist, Account Clerk/Office Assistant, and the Utility Billing Administrator. The employees typically work a 40-hour schedule per week. Town Hall is open from 8:00 a.m. to 5:00 p.m., Monday through Friday and closed daily from 12:00-1:00 for lunch.

The chart below depicts the organization of the Administration and Finance Office:



GENERAL FUND EXPENDITURES**DESCRIPTION: ADMINISTRATION AND FINANCE**

CODE: 10-00-4130

ACCOUNT NUMBER	DESCRIPTION	2019-20 Actual	2018-19 Actual to Date	2020-21 Adopted	2021-22 Adopted	2022-23 Recommended
002	Salaries	280,100	166,410	294,384	328,820	416,302 ^
003	Vehicle Allowance	1,154	1,108	2,400	3,050	3,000
004	Interim Town Manager Lodging/Mileage		1,500		-	-
204	Part-time Salaries	2,347	27,144	-	-	5,000
205	Part-time FICA	-	2,076	-	-	383
005	FICA Expense	20,551	12,362	22,520	25,155	31,847
006	Group Insurance	34,289	21,218	35,000	39,202	39,202
007	401K	14,566	8,654	14,719	16,441	20,815
008	Retirement	44,871	24,791	49,044	59,418	75,226
009	Manager Relocation Reimbursements	-		-	-	-
	Personnel Subtotal	397,878	265,263	418,068	472,085	591,775
011	Telephone	3,552	1,333	3,000	3,000	4,100
012	Printing	401	869	1,000	1,000	1,000
014	Employee Development	1,278	2,520	5,000	4,000	5,000
016	Maintenance/Repair	-	1,825	5,000	5,000	5,000
031	Gasoline	-	-	-	-	-
033	Materials/Supplies	7,471	4,691	7,000	7,000	15,000 *
057	Miscellaneous	2,806	38	3,000	3,000	3,000 **
	Operating & Maint. Subtotal	15,508	11,276	24,000	23,000	33,100
500	Capital Outlay	-	-	-	-	-
	TOTAL EXPENDITURES	413,386	276,539	442,068	495,085	624,875

* New Copier Lease in FY 22-23

** Miscellaneous:

^ Offset provided by TDA for Town Administrative Services.

2,000 Accounts receivable software upgrade

2,000

FUND: General Fund

DEPARTMENT: Central Government

Description

Expenditures assigned to Central Government are those that generally benefit many or all departments, not just a single department. Examples include legal services, audit services, General Fund engineering services, General Fund property and liability insurance, election expenses, the general government portion of the main computer system, etc. This section also includes major capital interfund transfers to the appropriate General or Water/Sewer Capital Funds.

GENERAL FUND EXPENDITURES
DESCRIPTION: CENTRAL GOVERNMENT
CODE: 10-00-4200

ACCOUNT NUMBER	DESCRIPTION	2019-20 Actual	2020-21 Adopted	2021-22 Adopted	2022-23 Recommended
003	Legal Services	38,055	25,000	35,000	40,000
004	Audit Fee	27,634	27,000	28,000	34,600
005	Triple Tree Land Purchase	126	-	-	-
010	Unemployment Reimb.	-	3,500	3,500	3,500
011	Postage/Mailing	3,724	5,000	4,000	6,475
012	Printing	3,087	4,000	4,000	5,000
016	Maintenance and Repair	34,003	35,000	35,000	31,050 *
202	IT Salaries	-	-	-	62,349 NEW FY 22-23
205	FICA Expense- IT	-	-	-	4,770 NEW FY 22-23
206	Group Insurance- IT	-	-	-	5,925 NEW FY 22-23
207	401K- IT	-	-	-	1,553 NEW FY 22-23
208	Retirement- IT	-	-	-	11,223 NEW FY 22-23
216	Maint./Repair- IT	-	-	-	6,400 NEW FY 22-23
217	IT Licenses and Services Contracts	45,408	31,300	30,100	35,300 **
233	Materials/Supplies- IT	-	-	-	13,000 ^^ NEW FY 22-23
025	Tax Releases	-	2,500	2,500	2,500
030	Community Library	2,000	2,000	2,000	2,000
053	Dues/Subscriptions	4,286	5,000	4,500	5,000
054	Insurance/Bonds	114,265	130,000	130,000	140,000
055	Advertising/Legal Notices	7,963	10,000	10,000	10,000
057	Miscellaneous	14,002	10,000	10,000	19,000 ***
070	Election Expense	8,973	-	9,000	-
080	Engineering Services	19,841	20,000	20,000	30,000
081	Capital Planning Study	-	-	-	-
100	Transfer to Fund Balance	-	-	-	-
200	Prin/Int - Installment Loan	-	-	-	-
326	Occupancy Tax Exp. to TDA^	978,725	630,853	1,037,712	1,755,000
345	Watauga Co. Sales Tax Fee	909,917	589,785	930,166	1,070,705
401	Classification & Pay Study	-	-	-	-
402	2019 Town Code Recodification	-	-	-	-
403	Public Shuttle Svcs. Trial: Apple Cart	8,835	-	15,000	15,000
404	STR Helper Contract- Short Term Rental Review Sc	5,000	5,000	5,500	5,500
405	CIP Study and Plan Development	-	-	18,000	-
500	Comprehensive Plan	-	-	-	50,000
501	Transfer to W/S Cap. Proj.	-	-	-	-
502	Transfer to Water Fund	4,698	-	-	-
514	TDA \$ Support for BRPF- Moses Cone Restoration	25,000	25,000	-	-
506	TDA \$ Support for Middle Fork Grnwy	162,440	-	-	-
507	Stormwater System Inventory Mapping	-	-	-	-
508	Manager's Discretionary Funds	-	-	25,000	25,000
503	Employee Recog./Develop.	6,354	10,000	8,000	12,000 ****
	Operating & Maint. Subtotal	2,424,336	1,570,938	2,366,978	3,402,850
504	TDA Contingency	50,000	-	-	-
505	Transfer to Capital Projects	42,336	150,000	-	61,603 @
506	TDA Info. Kiosk	-	-	-	15,000
901	G.O. Bond Debt Service	432,528	696,993	679,643	662,293 #
TOTAL EXPENDITURES		2,899,200	2,417,931	3,046,621	4,141,746
* includes solution specific software maintenance contracts (financial package, work order system, etc.) + \$1,500 for GIS updates via HCCOG					
** Includes: Skybest Internet, Charter Backup Internet, Ridgelink Fiber, Microsoft Licensing, Meraki Licensing, Domaine Name, Antivirus, Coud Backup & Website Hosting					
*** includes \$4,000 for Town/TDA Calendar					
**** includes Retirements & Employee Christmas Party.					
^ FY 2021 Change in presentation of Occupancy Taxes frm Net to Gross method due to Audit.					
^^ \$3,000 Camera/Video Equipment & \$10,000 Wifi Routers and Switches					
@ Direction Signage Reserve (TDA Funded)					
# Debt service payment (principal and interest) associated with general obligation bonds approved by voters in November, 2014					

FUND: General Fund

DEPARTMENT: Public Buildings & Grounds

Description and Responsibilities

The appropriations within this department provide funds to cover public building and grounds expenses, including general maintenance, repair and operations, as well as Town property debt service. The department also provides funding for the Town's 1888 Pictorial Museum and Main Street Christmas decorations.

Contracted custodial services are assigned to this department. The contracted service covers the cleaning and care of the Town Hall, Police Department, Fire/Rescue Building, Public Works Shop Building, Recreation Building, American Legion Building and the Blowing Rock Club House.

GENERAL FUND EXPENDITURES**DESCRIPTION: PUBLIC BUILDINGS & GROUNDS**

CODE: 10-00-4260

ACCOUNT NUMBER	DESCRIPTION	2019-20 Actual	2020-21 Adopted	2021-22 Adopted	2022-23 Recommended
003	Contracted Cleaning Service	27,302	30,000	30,000	10,000
005	FICA Expense				-
006	Group Insurance				-
007	401K				-
008	Retirement				-
	Personnel Subtotal	27,302	30,000	30,000	10,000
013	Utilities	11,942	13,500	13,000	12,500
015	Maintenance/Repair-Bldgs.	8,787	10,000	9,000	80,000 ***
020	1888 & Edgewood Cottage Museur	10,802	2,000	12,000	26,500 **
033	Materials/Supplies-Bldgs.	18,325	13,000	10,000	10,000
057	Miscellaneous	149	1,000	750	1,000
113	Trail Maintenance Contract	-	-	-	-
215	Maintenance/Repair-Grounds	12,962	4,500	-	- *
233	Materials/Supplies-Grounds	6,517	11,000	4,500	- @
	Operating & Maint. Subtotal	69,483	55,000	49,250	130,000
500	Capital Outlay	-		-	-
502	Transfer to Capital Projects	-		-	-
	Capital Subtotal	-	-	-	-
900	Debt Service	509,700	495,608	528,324	712,862 ^
	TOTAL EXPENDITURES	606,485	580,608	607,574	852,862

** Includes:

Utilities \$1,500
 Chimney
 Floor

*** Includes:

Town Hall Improvements (Walkway and Restrooms)
 Facilities Study: \$60,000

Includes:

274,668 Emergency Service Building
 200,000 Buxton Property Purchase
 103,678 PW Shop (75%)
 48,178 NCDOT Property Purchase- Valley Blvd.
 86,338 BRAHM Parking Facility Debt Service Funded by TDA Infrastructure Allocation
712,862

FUND: General Fund

DEPARTMENT: Police Department

Description and Responsibilities

The mission of the Blowing Rock Police Department is to partner with residents, merchants and visitors to provide a consistently safe environment through citizen and police interaction. The primary responsibilities of the Blowing Rock Police Department are the preservation of peace and the enforcement of the laws of the State of North Carolina and the local ordinances of the Town of Blowing Rock. The department operates 24 hours per day, 365 days per year. Although it is most visible using uniformed patrol officers, other employees are assigned specific tasks as needed. Examples are a local ABC enforcement attendant, criminal investigations, and a parking enforcement officer. The department also has one officer assigned as the full time School Resources Officer at Blowing Rock Elementary School. The department also participates in a drug disposal program for the community. The department utilizes 12-hour shifts for the Patrol Division. While patrols are typically conducted by vehicle, golf carts, bicycles and foot patrols are also utilized.

In 2022, Town Council approved a new plan for communications. Under the new plan police communication services will return to Blowing Rock Police Department, 7 days per week and 24 hours per day. A lieutenant supervises communications, investigations, and support services. The new changes will become effective on March 14, 2022. The organizational chart attached includes these changes.

Staffing and Schedules

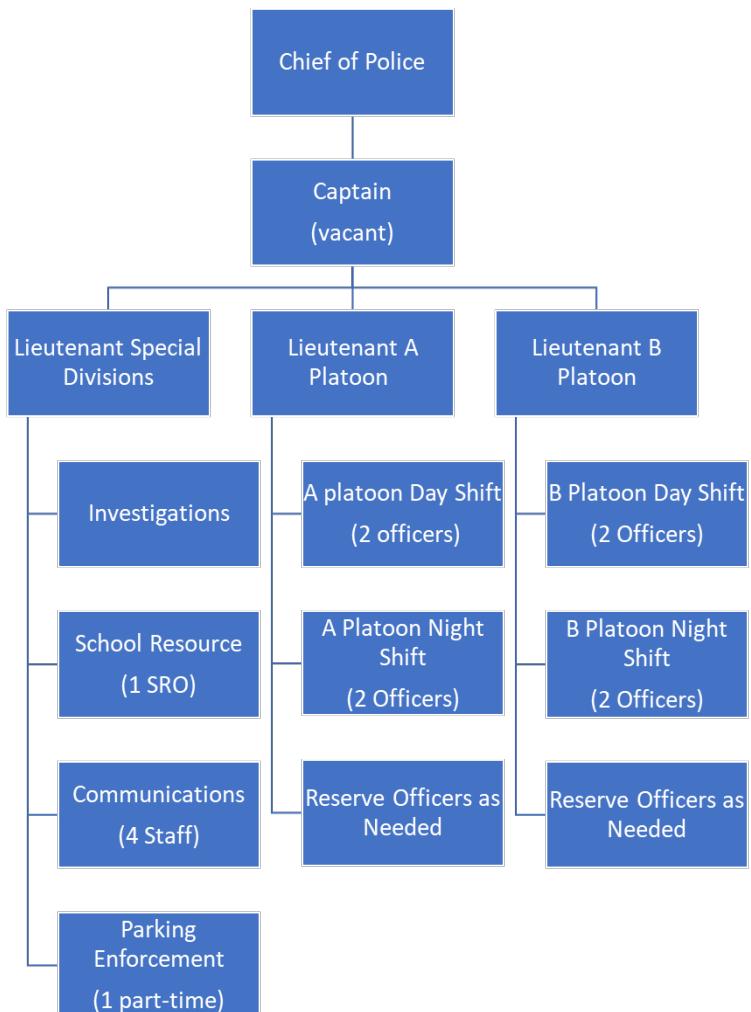
The authorized full-time positions, effective July 1st, 2020, include the Police Chief, three Lieutenants, School Resource Officer (SRO), eight (8) Patrol Officers, and two (2) telecommunicators, who also assist with evidence and records management. The department also includes several part-time positions - five (5) Reserve Officers, and a Parking Enforcement Attendant. The department is divided into two platoons, each supervised by a Lieutenant. Sworn officers typically work 12-hour shifts and average 42 hours per workweek.

Fleet

Fleet replacement continues to be the largest capital outlay expense for our department. Blowing Rock Police Department currently maintains a fleet of 16 vehicles. Additionally, we maintain one low speed electric vehicle for downtown patrols and parking enforcement. In 2020 we began the transition to hybrid police vehicles, with the first Ford Hybrid Police Interceptors going into service in March 2020. Currently there are 4 hybrid vehicles in service.

While the number of sworn officers has increased over the past two years, our fleet replacement schedule has not changed, requiring vehicles to be kept in use for longer periods and time and accruing more miles. Extending the life of our police vehicles has been possible due to increased preventative maintenance by our Town mechanic and an aggressive corrosion control program.

Organizational Chart



Police Department Measures of Activity in 2021

- 30,033 Total Officer initiated and dispatched calls for service.
- 139 Vehicles Accidents
- 2411 Traffic Stops
- 376 Parking Citations
- 2078 Foot Patrols
- 22,980 Property Checks
- 381 Bugler Alarm Responses

GENERAL FUND EXPENDITURES
DESCRIPTION: POLICE

CODE: 10-10-4310

ACCOUNT NUMBER	DESCRIPTION	2019-20 Actual	2020-21 Adopted	2021-22 Adopted	2022-23 Recommended
002	Salaries	558,815	530,568	629,944	694,324
003	Overtime	7,565	9,000	12,300	10,250
004	Part-time Salaries	21,875	10,000	11,000	10,000
202	Dispatch Salaries	4,841	128,000	142,275	242,418
203	Dispatch Overtime			1,000	1,000
204	Part-time Parking Salaries	4,140	8,000	8,000	8,000
205	Part-time Parking FICA			1,454	1,377
206	Officers On-call Pay			2,000	2,000
207	Officers EPSL			0	0
226				0	0
005	FICA Expense	43,907	52,446	60,245	72,598
006	Group Insurance	87,843	102,000	129,538	129,538
007	401K	2,091	33,378	39,376	53,100
008	State Retirement System- General (Dispatch)	86,037	21,325	25,890	43,986
009	Officers Retirement	24,712	93,399	120,602	132,271
	Personnel Subtotal	841,825	988,116	1,183,623	1,400,862
010	Lease on DCI	-	-	-	-
011	Telephone	6,630	7,000	8,000	8,000
013	Utilities	8,024	10,000	8,000	8,100
014	Employee Development	15,884	12,000	14,000	16,000
016	Maint./Repair-Bldg/Equip	12,448	10,000	10,000	10,000
017	Maint./Repair-Vehicles	8,420	11,000	10,000	20,000
020	Crimestoppers	-	500	500	500
025	Investigation Costs/Supp.	1,329	1,500	2,000	2,000
031	Gasoline	21,596	26,000	20,000	32,000
033	Materials and Supplies	15,262	17,000	17,000	25,000
034	DARE Program	297	1,500	1,500	1,500
035	Laundry Allowance	3,720	3,000	-	-
036	Uniforms	12,305	14,000	14,000	14,000
037	Grants	15,308		15,000	-
057	Medical Expenses	209	1,500	2,000	2,000
059	Miscellaneous	190	500	500	500
058	E-911 Expenses	180,603	65,000	65,000	-
116	Maintenance Contracts	11,006	15,000	15,000	30,000
	Operating & Maint. Subtotal	313,229	195,500	202,500	169,600
500	Capital Outlay	120,439	69,665	162,705	140,000 *
501	Capital Outlay - Dispatch		33,000	4,200	- **
	Capital Subtotal	120,439	102,665	166,905	140,000
900	Debt Service	85,683	70,765	76,238	98,880
	TOTAL EXPENDITURES	1,361,176	1,357,046	1,629,266	1,809,341
* Capital for FY 2023:					
IP	120,000	Replaces 2 Police SUVs with graphics, lights and cameras.			
CF	4,000	2-Johnson VP900 Portable Radios			
IP	16,000	2- Radar Units			
	140,000	Total			
** Dispatch Capital for FY 2023:					
IP	-	Communications Equipment			
	-				

FUND: General Fund

DEPARTMENT: Fire

Description and Responsibilities

Blowing Rock Fire & Rescue is chartered as a private organization distinct and separate from the Town. However, in recognition of the vital public importance of the services, the Town shares in funding the staffing and operations. The Town owns the centrally located Station #1 in which Blowing Rock Fire & Rescue is housed, Blowing Rock Fire & Rescue owns a sub-station located west of the Town on US 221, and a sub-station located east of town on Aho Road. Both sub-stations are operated and fully funded by Blowing Rock Fire & Rescue.

The Town funds most of the career staffing and Blowing Rock Fire & Rescue supports in partially reimbursing the Town for employee costs as well as contributing to the debt service for Station 1 from district revenues. Blowing Rock Fire & Rescue provides fire inspections, public education programs, and emergency response of all types with 24-hour coverage. With the ability to transport as needed, the medical response is normally initial treatment at the paramedic level of care. The roster has many certified Rescue Technicians, certified Firefighters, EMT's and Paramedics. Blowing Rock Fire & Rescue provides fire and rescue service to the Town of Blowing Rock, the Blowing Rock Fire District and the North Caldwell Fire District.

The Property Protection Class rating is a 4 in the city limits and for any property in the district that is within five miles of a station and within 1,000 feet of a rated water supply. Properties in the rural district that are within 5 miles of a fire station are rated as Class 9S. Blowing Rock also provides a 9E rating for properties located more than five but less than six miles from a station. The entire Blowing Rock District is 58 square miles and includes areas in both Watauga and Caldwell County and within the Town of Blowing Rock.

Staffing and Schedules

Fire & Rescue currently employs fourteen individuals on a full-time basis within the Fire Department – a Chief, Deputy Chief, six shift Captain / Paramedics, two Firefighter / Paramedics, four Firefighter / EMTs. The Part-time staffing goal is for one FTE position to be filled 24-hours per day. All individuals provide response for fire, rescue and EMS calls throughout all three coverage areas.

Station #1, located on Valley Boulevard, is staffed 24 hours per day with 3 full-time and one part-time employee while Station #3 is staffed 24 hours with one Captain / Paramedic. Station #2 is partially staffed during daytime hours with Station #1 personnel. The six shift Captains and Firefighter/EMTs work a 24hr-on/48hr-off shift. The Chief and Deputy Chief are typically scheduled from 8 a.m. until 5 p.m., Monday through Friday. All schedules remain flexible for emergency response and seasonal call-volumes.

GENERAL FUND EXPENDITURES**DESCRIPTION: FIRE DEPARTMENT**

CODE: 10-10-4340

ACCOUNT NUMBER	DESCRIPTION	2019-20 Actual	2020-21 Adopted	2021-22 Adopted	2022-23 Recommended
002	Fire Salaries	638,044	629,443	707,445	820,604
003	Overtime	23,761	38,000	36,900	36,900
004	Part-time Salaries	40,154	88,000	88,000	88,000
005	Part-time FICA Expense	0	6,732	6,732	6,732
005	FICA Expense	50,438	51,059	56,942	65,599
006	Group Insurance	86,398	90,000	93,666	133,176
007	401K	31,057	33,372	37,217	42,875
008	Retirement	95,902	111,196	134,503	154,951
	Personnel Subtotal	965,753	1,047,803	1,161,406	1,348,837
011	Telephone	2,462	2,500	5,000	5,600
014	Employee Development	-	-	-	-
016	Maint./Repair Buildings/Equip.	29,647	18,000	19,500	25,000 *
017	Maint./Repair Vehicles	20	-	-	-
031	Gasoline/Diesel	8,741	10,000	7,000	11,000
057	Medical Expense (drug testing)	66	400	250	250
213	Utilities (Station #1- Hwy. 321)	10,340	24,000	24,000	23,000
	Operating & Maint. Subtotal	51,276	54,900	55,750	64,850
500	Capital Outlay	-	-	-	-
	Capital Subtotal	-	-	-	-
	TOTAL EXPENDITURES	1,017,029	1,102,703	1,217,156	1,413,687

* Includes \$2,500 for landscape maint.

FUND: General Fund**DEPARTMENT: Planning and Inspections****Description and Responsibilities**

The Planning and Inspections Department is responsible for promoting the health, safety, and welfare of property owners and the general public through long-range and strategic planning, issuance of zoning and building permits, inspections, and code enforcement.

The Director of Planning and Inspections is responsible for review and analysis of sign permits, site plans, and conditional use permits, including the coordination of input from other Town departments. The Director is extensively involved in the review and revision of the Town's land use controls (Comprehensive Plan, Land Use Code, subdivision and sign regulations, etc.), as well as code enforcement, and updates and maintains the Town's Geographic Information System (GIS) mapping database.

The Zoning Enforcement Officer handles zoning permits, sign permits, floodplain administration and is involved with more of the routine code enforcement working in close coordination with the building inspector.

The Zoning Support Specialist acts as Secretary to the Planning Board and Board of Adjustment, and provides additional support in regard to the processing of special, use, zoning, sign, and building permit applications.

The Building Inspector's responsibilities include the administration and enforcement of the NC State Building Code, including general construction, plumbing, gas, electric, accessibility, mechanical, and minimum housing codes.

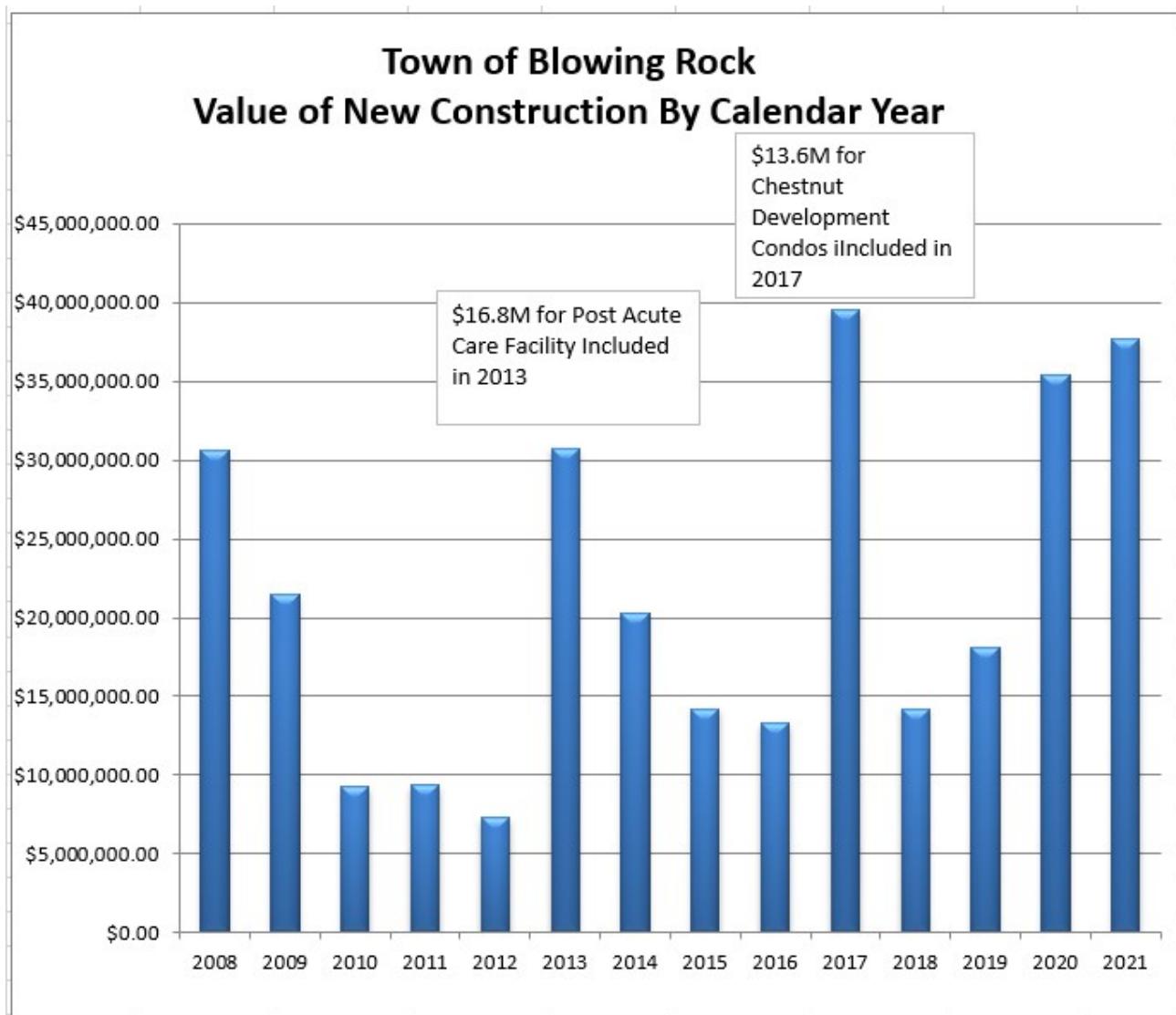
The Planning and Inspections Department provides administrative assistance for the Planning Board and Board of Adjustment. This department also administers the federal flood damage protection regulations in association with the NFIP (National Flood Insurance Program).

Staffing and Schedules

The Planning and Inspections Department currently has four (4) full-time positions: the Director, the Building Inspector, the Zoning Enforcement Officer, and the Zoning Support Specialist. All four (4) employees work a standard 40-hour workweek, plus any required night meetings. In addition, the department occasionally utilizes planning internships during the year.

Measures of Activity

Although the value of new construction, the number of permits, and the number of related inspections conducted by the department are not a total measurement of the entire activity of the department, they are indicative of the level of construction activity. The chart on the next page reflects one of those measures, the total value of new construction, and shows how that value has changed over the last 10 years.



Construction Activity Comparison

	2017	2018	2019	2020	2021
Building Permit Applications	303	336	355	324	404
New Homes	18	8	7	11	16
Home Addition/Renovation	161	176	229	193	250
New Multi-family	7	3	1	0	0
New Commercial Applications	1	2	1	2	0
Commercial Additions/Renovations	62	81	67	53	72
Zoning Permit Applications	66	74	75	59	74
Total Construction Value	\$39,515,725	\$14,209,352	\$18,130,407	\$35,440,774	\$37,668,544

GENERAL FUND EXPENDITURES**DESCRIPTION: PLANNING AND INSPECTIONS**

CODE: 10-40-4350

ACCOUNT NUMBER	DESCRIPTION	2019-20 Adopted	2020-21 Adopted	2021-22 Adopted	2022-23 Recommended
002	Salaries	166,200	173,184	268,661	268,661
004	Intern/Part-time Salaries	5,000	-	-	-
	Part-time FICA Expense	383	-	-	-
005	FICA Expense	12,714	13,249	20,553	20,553
006	Group Insurance	20,500	21,000	23,692	23,692
007	401K	8,310	8,659	13,433	13,433
008	Retirement	23,002	28,852	48,547	48,547
	Personnel Subtotal	236,109	244,944	374,885	374,885
011	Telephone	956	1,500	1,500	1,500
012	Printing	307	500	500	500
014	Employee Development	2,790	7,500	7,000	8,000
017	Maintenance/Repair-Veh.	3,244	1,200	1,200	1,200
031	Gasoline	1,579	1,500	1,000	2,000
033	Materials and Supplies	919	4,500	3,500	6,500 **
040	Contracted Services	10,111	15,000	15,000	15,000 *
050	Homeowners Recovery Fund	756	1,000	1,000	1,000
057	Miscellaneous	233	500	600	750
355	Building Permit Refunds	-	-	-	-
356	Zoning Permit Refunds	-	-	-	-
400	Ordinance Enforcement/Dem.	17,160	-	-	-
	Operating & Maint. Subtotal	38,055	33,200	31,300	36,450
500	Capital Outlay	26,898	-	3,000	-
900	Debt Service	-	8,244	8,244	8,246
	TOTAL EXPENDITURES	301,063	286,388	417,429	419,581
* Contracted Services: <ul style="list-style-type: none"> \$ 5,000 Downtown & Valley Blvd. Visioning & Implementation Assesment (Phase 2) \$ 6,000 Engineering Plan Reviews (\$500/mo = \$6,000/year) \$ 4,000 Plan review and special consulting <u>\$ 15,000 Subtotal Contracted Services</u> 					
** Includes: <ul style="list-style-type: none"> Surface & Office Furniture \$3,000 					

FUND: General Fund**DEPARTMENT: Street Division (Public Works and Utilities Department)****Description and Responsibilities**

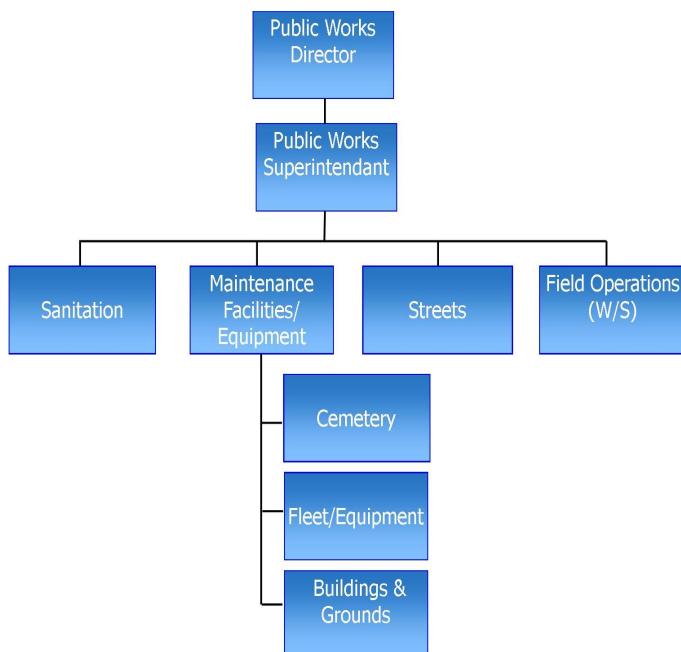
The Street Division is one of the operating divisions of the Public Works and Utilities Department. The division is primarily responsible for the maintenance of the Town street system. Typical work activities include street maintenance, painting and striping, sidewalk maintenance, cleaning of ditches, right-of-way clearing, sweeping of Main Street and Sunset Drive, patching pot holes, adding gravel to unpaved streets, snow removal, and leaf removal.

The division maintains over 31.18 miles of road surface. The division also has a contract with the North Carolina Department of Transportation to provide snow removal and surface treatment for another 4.2 miles of roadway (Globe Road, Goforth Road, and Wonderland Drive), for which the Town is reimbursed.

Street Division employees also assist with solid waste collection, mowing of Town property, concrete finishing, installation and maintenance of the water distribution system and the wastewater collection system, and various other activities as required. This division also maintains Woodlawn Cemetery.

Staffing and Schedules

The Street Division is under the direction of the Director of Public Works and Utilities. Eight (8) full-time positions are assigned to this division, including the Director of Public Works and Utilities, a Public Works and Utilities Superintendent, a Fleet Mechanic, two (2) Equipment Operator II's, and three (3) Equipment Operator I's. This budget also includes funding for contract service labor for assistance in areas such as leaf collection, right of way clearing, tree trimming, etc.



GENERAL FUND EXPENDITURES

DESCRIPTION: PUBLIC WORKS - STREET DIVISION

CODE: 10-20-4500

ACCOUNT NUMBER	DESCRIPTION	2019-20 Adopted	2020-21 Adopted	2021-22 Adopted	2022-23 Recommended
002	Salaries	220,324	-	401,894	439,377
003	Overtime	8,401	-	10,000	12,813
009	Standby/Call Back Pay	5,301	-	9,100	9,100
004	Seasonal Salaries	-	-	-	-
005	FICA Expense	18,488	-	32,206	35,289
006	Group Insurance	34,006	-	63,486	63,486
007	401K	11,725	-	21,050	23,064
008	Retirement	34,887	-	76,074	83,355
	Personnel Subtotal	333,133	-	613,810	666,483
011	Telephone	1,928	-	3,700	5,200
013	Street Lighting	93,940	-	190,000	185,000
014	Employee Development	645	-	1,000	1,000
015	Cemetery Maint/Repair	6,164	7,000	33,300	35,600
016	Maintenance/Repair-Equip.	19,408	-	20,000	23,000
017	Maintenance/Repair-Veh.	8,961	-	11,000	11,000
018	Vehicle Maintenance Contract	13,488	-	22,000	25,000
031	Gasoline/Diesel	9,341	-	15,500	20,000
033	Materials and Supplies	94,466	-	20,000	30,000
030	Materials and Supplies- Salt	-	-	65,000	65,000
032	Materials/Supplies- Street/Sidewalk Repairs	-	-	27,000	27,000
034	Safety Supplies	4,301	-	5,000	5,000
036	Uniforms	4,092	-	5,000	5,000
040	Contracted Services	42,638	-	50,000	60,000
052	Physical Exams	95	-	300	300
057	Miscellaneous	840	-	4,000	4,000
060	Warehouse Expense	3,741	-	-	-
061	Warehouse Utilities	8,219	-	10,500	11,000
062	Warehouse Maint./Repair	2,947	-	5,000	5,000
063	Warehouse Mat./Supplies	1,612	-	5,000	5,000
133	Parking Lots	-	-	-	-
350	Master Signage Maintenance	2,190	-	3,000	3,000
351	Road Repairs- Structural	-	(15,000)	12,000	12,000
352	Culvert Replacements	-	(12,500)	10,000	10,000
353	Ditchline Repairs	-	(7,500)	5,000	5,000
354	Fire Hydrant/Valve Maint.	-	(7,500)	6,000	6,000
333	Sidewalks	-	(10,000)	10,000	13,000
	-	-	-	-	-
	Operating & Maint. Subtotal	319,016	(45,500)	539,300	572,100
500	Capital Outlay	47,111	-	246,461	124,965
504	Transfer to Reserves	-	-	-	-
570	Powell Bill	-	-	-	-
571	Special Paving	-	-	-	-
	Capital Subtotal	47,111	-	246,461	124,965
900	Debt Service	76,003	-	89,107	114,492
	TOTAL EXPENDITURES	\$775,262	-\$45,500	\$1,488,677	\$1,478,040

* Capital for FY 2023:

Replace 2005 Chipper	\$56,500 IP
Replace 2008 Extended Cab Ranger	\$29,275 IP
2 Traffic Message Signs	\$39,190 IP
	\$124,965

\$ Includes Painting all Town Rds.

FUND: General Fund**DEPARTMENT: Sanitation & Recycling Division (Public Works Department)****Description and Responsibilities**

The Sanitation & Recycling Division is responsible for the collection of solid waste from all residences and some commercial properties in Blowing Rock. Residential pick-up is once per week (Monday or Tuesday) and is collected curbside. Low volume commercial service is offered on Monday, Wednesday and Friday. General weekend pick-up is also provided along Main Street and in Memorial Park. The solid waste is hauled Republic's landfill facility located in Caldwell County. The Town is charged \$39.00 per ton for refuse taken to the landfill.

The Town also contracts with Republic, Inc. for residential curbside recycling to better serve our residents and further encourage recycling. The program collects recyclables (paper, plastic, glass and aluminum/steel cans) on a weekly basis, with the Town furnishing the recycling container. Cardboard pick-up is not provided, but it can be dropped off at the Watauga County Convenience Center located on US 221 or the Aho site on US 321.

Within the Town of Blowing Rock, it is mandatory that businesses participate in the recycling program. The Sanitation Division collects recyclable cardboard on a Wednesday-only schedule from small volume businesses, and then hauls the recyclable materials to the Watauga County Recycling Center. Large volume businesses must privately contract for cardboard and glass recycling dispensers.

Staffing and Schedules

The salaries of three employees are charged to the budget for the Sanitation & Recycling Division: one (1) Sanitation Equipment Operator and three (2) Sanitation Collectors. As noted previously, however, several employees from the Street Division do perform work as needed within the Sanitation & Recycling Division. However, no portion of their salaries is charged to the Sanitation & Recycling Division.

The following table reflects the scheduling of the sanitation crews and routes:

	Monday	Tuesday	Wednesday	Thursday	Friday
Winter					
Residential	3 person crew	3 person crew			
Commercial	3 person crew		3 person crew Recycling		3 person crew
Summer					
Residential	3 person crew	3 person crew			
Commercial	3 person crew		3 person crew Recycling		3 person crew

The Sanitation & Recycling Division employees typically work a 40-hour week (Monday through Friday, from 7:00 a.m. to 3:30 p.m.).

GENERAL FUND EXPENDITURES**DESCRIPTION: PUBLIC WORKS - SANITATION & RECYCLING DIVISION**

CODE: 10-30-4700

ACCOUNT NUMBER	DESCRIPTION	2017	2019-20 Actual	2020-21 Adopted	2021-22 Adopted	2022-23 Recommended
002	Salaries		127,884	127,018	115,238	124,609
003	Overtime		699	2,600	2,563	3,075
004	Contracted Hauling -Container		-		0	0
005	FICA Expense		9,533	9,916	9,012	9,768
006	Group Insurance		27,068	28,000	30,916	30,916
007	401K		6,382	6,481	5,890	6,384
008	Retirement		19,849	21,594	21,287	23,073
	Personnel Subtotal		191,415	195,609	184,905	197,825 T
017	Maintenance/Repair-Veh.		7,241	6,000	13,000	13,000
031	Gasoline/Diesel		9,256	10,000	12,000	15,000
033	Materials and Supplies		3,718	5,000	5,000	-
034	Safety Supplies		479	500	500	500
036	Uniforms		3,282	3,500	3,500	2,000
057	Miscellaneous		65	500	500	500
100	Curbside Recycling		71,883	74,500	74,500	74,500
118	Landfill Fees		49,527	69,000	48,000	55,000 **
	Operating & Maint. Subtotal		145,452	169,000	157,000	160,500
500	Capital Outlay		-	-	-	-
900	Debt Service		47,396	40,752	40,752	-
	TOTAL EXPENDITURES		384,263	405,361	382,657	358,325

** FY 2021-22: Landfill Contract switch to Republic Services. Also proposed to stop Town commercial solid waste collection. Commercial customers to contract collection through Republic.

T TDA Contributes towards.

FUND: General Fund

DEPARTMENT: Parks & Recreation/Landscape Department

Description and Responsibilities

The Parks and Recreation/Landscape Department provides a year-round program for various age groups to enhance the life of Blowing Rock citizens and visitors. Included in the recreation activities and events are a summer day camp, park activities, youth and adult programs, a gym program, a pool program, and other related activities.

The summer day camp was established in 1987. Historically, day camp has had an attendance of approximately 60-70 children per week. Although many of the day camp activities are conducted at the Town's Park facilities (Memorial Park, the swimming pool, Davant Field, etc.), local field trips are also scheduled to take advantage of area recreational opportunities.

In addition to the day camp, the department also has summer park activities which include tennis, basketball, volleyball, pickleball, playground activities, family fun activities, as well as special events and tournaments. The goals of the programs include participation, sportsmanship, and fun.

Blowing Rock is one of the few recreation facilities offering youth programs for children ages 3-5 in Watauga County. Kinder programs include Basketball, Soccer and T-ball. Other program offerings include senior tennis, pickleball, and bridge.

The Robbins Memorial Pool at Broyhill Park is the only outdoor, public-use, swimming pool in Watauga County. The facility, renovated in 2010, includes one (1) large heated multi-use pool, which includes zero entry (handicap accessible), waterslide, and splash play features. The pool facility also includes shower and dressing facilities, restrooms, and a concession area with snack and drink machines. The surrounding area includes a picnic shelter with grill, playground area and public restrooms.

The Parks and Recreation/Landscape Department also coordinates and oversees the Town's landscaping responsibilities. These responsibilities include the overall landscape planning of Town-owned properties and specifically - Broyhill Park, Annie Cannon Gardens, Memorial Park, Davant Field and other Town-maintained planting areas. The Town staff works very closely with the Blowing Rock Appearance Advisory Commission (BRAAC) and the Blowing Rock Garden Club.

The Town also owns and operates the Blowing Rock Clubhouse, located at Broyhill Park, and the American Legion Building, located on Wallingford Street.

A primary goal of this department is to develop, beautify, conserve, and maintain a system of parks which will assure quality leisure opportunities for all that reside in and visit Blowing Rock.

Staffing and Schedules

The Parks and Recreation/Landscape Department includes eight (8) full-time employees - Director of Parks and Recreation, a Recreation Program Specialist, a Facilities Coordinator, a Facility & Parks Attendant, a Landscape Director, Landscape Assistant, Landscape II, and a Landscape I, as well as seasonal staffing.

<u>Park Program</u>	4 Park Attendants
<u>Pool Program</u>	14 Lifeguards
<u>Day Camp</u>	8 Counselors (FT)
<u>Kinder Programs</u>	4 Coaches

Measures of Activity

2021 Program Review and Participation Survey

Youth Programs	Total Participants	In-Town	County	Out of Town %
Kinder Soccer	44	15	29	66%
Kinder Basketball	0	0	0	0%
Kinder T-Ball	36	13	23	64%
Summer Day Camp	56	28	28	50%
Adult Programs	Total Participants	In-Town	County	Out of Town %
Adult Bridge	0			
Swimming Pool	Total Participants	In-Town	County	Out of Town %
Pool Passes^	24	12	12	50%
Swimming Lessons	0	0	0	0%
Daily Swimmers for Summer	4,705	2,205	2,500	53%
Tennis Courts	Total Participants	In-Town	County	Out of Town %
Senior Tennis	6	3	3	50%
Open Play				
Facility Rental	Total Participants	In-Town	County	Out of Town %
Brookhill Gazebo	12	5	7	58%
Rotary Pavilion	32	15	17	53%
Recreation Building	2	1	1	50%
Blowing Rock Club House	36	29	12	33%
Annie Cannon	2	0	1	100%
American Legion Building	115	72	43	37%

* Civic and non-profit groups are not included in the facility figures above.

^Only offered pool passes beginning in July instead of the beginning of the pool season.

2021 Special Events Open to the Public

Golden Easter Egg Hunt
July Fourth Festival & Parade
Halloween Festival
Christmas in the Park & Parade
Monday Night Concert Series

GENERAL FUND EXPENDITURES
 DESCRIPTION: PARKS & RECREATION
 CODE: 10-80-6100

ACCOUNT NUMBER	DESCRIPTION	2019-20 Actual	2020-21 Adopted	2021-22 Adopted	2022-23 Recommended
002	Salaries	313,248	335,513	361,716	471,231 *
202	Seasonal Salaries (Pool/Camp)	74,906	80,000	101,500	100,000 T
203	Part-time Mowing	4,194	14,000	27,000	10,000
003	Overtime	260	-	-	-
005	FICA Expense	30,171	25,667	27,671	36,814
205	Seasonal Salaries (FICA)	-	6,120	9,830	8,415
006	Group Insurance	51,338	55,000	61,964	61,964
007	401K	15,754	16,776	18,086	23,562
008	Retirement	48,520	55,896	65,362	85,151
	Personnel Subtotal	538,392	588,972	673,130	797,137
010	Contracted Services (HWY 321 Landscaping)	-	-	264,610	290,000 T
011	Telephone	1,042	1,200	1,400	2,050
012	Printing	-	-	-	-
013	Utilities	6,811	9,000	8,000	8,200
014	Employee Development	5,829	4,000	4,000	4,000
015	Maint/Repair-Park	12,642	15,000	12,000	12,000 ^ T
016	Maint/Repair-Office	25,776	2,500	3,500	3,000
017	Maintenance/Repair-Veh/Equip	14,472	16,000	16,000	12,000
018	Parks & Rec Credit Card Fees	360	-	1,500	2,500
031	Gasoline	4,565	5,500	4,500	5,000
033	Materials/Supp.-Park/Office	35,725	32,300	26,700	32,000 T
018	Credit Card Processing	-	1,500	1,500	1,500
036	Uniforms	4,003	4,500	5,500	5,500
048	Concessions-Park/Office	-	-	-	-
055	Advertising	-	500	500	500
056	Special Events	29,609	29,800	26,300	66,300 % T
057	Miscellaneous	2,397	1,000	1,500	1,000
059	Athletic Programs	1,573	2,000	2,000	2,000
060	Broyhill Lake Fountain	2,062	2,200	2,200	2,200
070	American Legion	6,447	2,000	10,000	12,000
071	American Legion Utilities	5,469	6,000	5,000	6,000
080	Contracted Services (Legacy Garden)	8,000	8,000	8,000	8,000
133	Materials/Supp.-Day Camp	872	2,500	5,000	5,000
135	Materials/Supplies- After School Care Program				5,000
158	Field Trips	2,462	2,500	10,000	10,000
175	Adult Trips	-	-	-	-
215	Maint/Repair-Grounds	-	10,000	10,000	10,000
233	Material/Supplies-Grounds	22,771	20,000	20,000	20,000 T
250	Trail Maintenance Contract	173	-	-	-
251	Materials/Supplies- Town Rock Work	3,660	15,000	3,000	-
252	Legacy Garden Maintenance	-	-	-	-
253	Glen Burney Trail Maint.	8,800	24,000	24,000	24,000
313	Utilities - Clubhouse	1,630	2,000	2,000	2,200
333	Material/Supp/Clubhouse	807	1,000	1,000	1,000
315	Maintenance/Repair- Club House	16,250	2,000	2,000	2,000
413	Utilities-Pool	11,847	17,000	15,000	14,000
416	Maint/Repair-Bldg/Pool	12,230	9,000	25,000	25,000 \$\$
433	Materials/Supplies-Pool	7,742	6,000	7,000	7,000
448	Concessions-Pool	-	-	-	-
	Operating & Maint. Subtotal	256,027	254,000	528,710	600,950
500	Capital Outlay	28,172		8,000	156,000 **
501	CIP Projects				76,000
NEW	Transfer - Playground Equip. Upgrades/Replacement- Phase I	475,057	-	-	-
NEW	Transfer- Memorial Park Restroom Upgrades- Reserve	20,000	-	-	-
NEW	Transfer- Davant Field Restroom Upgrades- Reserve	-	-	-	-
NEW	Transfer- Annie Cannon Restroom Construction- Reserve	-	-	-	-
502	Transfer - Capital Projects	-	-	-	-
	Capital Subtotal	523,229	-	8,000	232,000
900	Debt Service	32,265	29,659	15,102	15,407
	TOTAL EXPENDITURES	1,349,912	872,631	1,224,942	1,645,494
*	Includes:				
CF	\$ 30,000 New Year's Creek Dredging Study				
CF	\$ 30,000 Memorial Park Rock Wallk Completion				
CF	\$ 16,000 Davant Field Pavilion Skins Repair				
	\$ 76,000				
				** Capital for FY 2023:	
				Pool Marcite Coating	\$105,000 IP
				Heater for Landscape Bay	\$8,000 CF
				Replace 1999 EZ-Go Golf Cart	\$12,000 CF
				Replace 2005 Mini Excavator	\$31,000 IP
					\$156,000
%	No fireworks included for FY 21-22.				
T	TDA Contributes towards.			Included for Watering paid for by BRAAC	3,000 *

BRAAC FUND REVENUESDESCRIPTION: **BRAAC FUND REVENUE**

CODE: 15-00-3400

ACCOUNT NUMBER	DESCRIPTION	2019-20 Actual	2020-21 Adopted	2021-22 Adopted	2022-23 Recommended
3400-329	Interest Income	0	50	50	50
3400-350	Donations - General	22,050	23,570	26,020	26,350
3400-351	Donations - Hanging Baskets	8,450	3,000	8,500	8,500
3400-352	Donations - Cemetery	3,660	500	2,000	2,000
3400-333	Miscellaneous	-	-	-	-
	Appropriated Fund Balance	-	10,000	7,000	3,000
3400-360	Grants	-	-	-	-
TOTAL REVENUE		34,160	37,120	43,570	39,900

BRAAC FUND EXPENDITURESDESCRIPTION: **BRAAC FUND EXPENDITURES**

CODE: 15-00-6100

ACCOUNT NUMBER	DESCRIPTION	2019-20 Actual	2020-21 Adopted	2021-22 Adopted	2022-23 Recommended
501	Picnic Shelter Project	-	-	-	-
504	Davant Field Project	-	-	-	-
515	Clean-Up Day	-	-	750	750
520	Flowers/Landscaping	11,900	15,000	26,000	26,000
057	Miscellaneous	-	500	500	500
537	PO Box Rental	120	120	120	150
540	Printing	3,027	3,500	3,500	3,500
545	Water Truck Operating Costs	1,510	1,000	700	1,000 **
500	Transfer to General Fund	14,460	13,000	8,000	8,000 *
502	Contract Services	3,496	4,000	4,000	-
TOTAL EXPENDITURES		34,512	37,120	43,570	39,900 0
*	3,000 Watering services by Town Staff				
*	5,000 Town Center Beautification				
**	1,000 Operating Costs of Watering Truck				

WATER AND SEWER FUND REVENUES**DESCRIPTION: WATER AND SEWER REVENUE SUMMARY**

CODE: 30-3400

ACCOUNT NUMBER	DESCRIPTION	2019-20 Actual	2020-21 Adopted	2021-22 Adopted	2022-23 Recommended
3400-200	FEMA/State Reimbursements	-	-	500	250
3400-329	Interest Income	8,067	3,000	500	250
3400-331	Transfer In - W/S Capital	60,825	75,584	37,824	24,324
3400-333	Proceeds from Debt	-	-	73,500	187,179
3400-335	Miscellaneous Income	333	300	300	500
3400-330	Transfer - General Fund	4,698	-	-	-
3400-348	Grants (Non-Federal)	4,698	-	-	-
3400-371	Charges for Water Service	957,674	921,770	1,135,734	1,163,351
3400-372	Charges for Sewer Service	788,435	767,250	929,384	1,018,410
3400-378	Interconnection Charge	13,579	13,000	13,000	13,500
3400-377	Late Payment Fees	10,015	11,000	11,000	13,000
3400-373	Meter Taps and Connections	1,758	3,000	5,000	5,000
3400-374	Water Impact Fee	30,750	10,000	15,000	30,000
3400-375	Sewer Impact Fee	36,497	12,000	25,000	35,000
3400-376	Re-connect Fee	1,904	1,500	1,500	1,000
3400-398	Sale of Fixed Assets	592	-	-	-
3400-399	Fund Balance Appropriated	-	-	-	-
TOTAL REVENUE		1,919,824	1,818,404	2,247,741	2,491,515

FUND: Water and Sewer Fund

DEPARTMENT: Administrative/Engineering/Billing

Description and Responsibilities

This department has been established within the accounting system for the purpose of tracking administrative and engineering expenditures related to the water and sewer systems. Such expenditures include items such as postage, insurance, printing, the payment of principal and interest on water or sewer debt, the water/sewer portion of the main computer system and the payment for Water & Sewer Fund engineering services.

Staffing and Schedules

For accounting purposes, the salary and benefits for the Finance and Accounting Support Specialist and the Utility Billing Administrator, who work in the Finance Department, are charged to this department.

WATER AND SEWER EXPENDITURES

DESCRIPTION: ADMINISTRATIVE/ENGINEERING/BILLING

CODE: 30-91-7110

ACCOUNT NUMBER	DESCRIPTION	2019-20 Actual	2020-21 Adopted	2021-22 Adopted	2022-23 Recommended
002	Salaries	78,101	78,253	92,922	103,608
005	FICA Expense	5,353	5,929	7,109	7,926
004	Part-time Salaries	-	-	-	-
205	Part-time FICA	-	-	-	-
006	Group Insurance	13,524	14,000	15,415	18,927
007	401K	3,899	3,913	4,646	5,180
008	Retirement	37,351	13,037	16,791	18,720
	Management Allocation from General Fund	160,409	185,928	185,928	199,029 *
	Personnel Subtotal	298,637	301,060	322,811	353,391
010	Unemployment Reimb.	-	1,000	1,000	1,000
011	Postage/Mailing	7,343	8,000	8,000	8,000
012	Printing	1,875	2,000	2,000	2,000
033	Materials and Supplies	-	-	-	-
054	Property & Equip Insurance	76,587	82,170	95,000	95,000
057	Miscellaneous	9,398	7,000	9,500	9,500
508	Manager's Discretionary Fund	-	-	60,000	60,000 **
	Operating & Maint. Subtotal	95,203	100,170	175,500	175,500
631	Contrib to Fund Bal/Contingency	-	-	-	-
721	Engineering Services	1,638	7,000	5,000	5,000
722	DAM Emergency Action Plan	-	-	-	-
722	Water Capital Reserve	-	-	-	-
723	Sewer Capital Reserve	-	-	-	-
	Capital Subtotal	1,638	7,000	5,000	5,000
900	Debt Service	84,394	109,319	107,861	106,403 #
505	Transfer to Water/Sewer Capital Fund	-	-	-	152,563 @
506	Transfer to Reserve	38,573	-	-	-
901	G.O. Bond Debt Service	102,016	180,713	176,363	172,013
	Debt Service Subtotal	224,983	290,032	284,224	430,979
TOTAL EXPENDITURES		620,462	698,262	787,535	964,870
*	199,029 Allocation of personnel costs from General Fund including management, supervision, customer service, accounting, payroll processing, etc.				
**	50,000 Portion earmarked for possible Tank Maintenance contract.				
@	Transfer to Water/Swer Capital Reserve for future projects				
#	Debt service payment (principal and interest) associated with general obligation bonds approved by voters in November, 2014				

FUND: Water and Sewer Fund**DEPARTMENT: Water and Sewer Plant and Field Operations****Description and Responsibilities**

The Public Works and Utilities Department is responsible for the operation of a Water Treatment Plant, the operation and maintenance of the water distribution system, the operation of a Wastewater Treatment Plant, and the operation and maintenance of both the distribution and collection systems.

Water Plant

The 1.000 million gallons per day (MGD) Water Treatment Plant (expandable to 2.000 MGD) was constructed in 1978 and receives water from the Town's 45-47 million-gallon pond on Brickhouse Creek, with Chetola Lake having the capability to serve as a backup water source during times of drought. In addition, in 2008, the Town executed a water agreement with the Town of Boone for water system interconnection that can be used in emergency situations. The interconnection project was completed in 2011 and allows water to be transferred between Blowing Rock, Boone and Appalachian State University water systems.

The Blowing Rock Water Plant is located along U.S. Highway 321 just south of the Blue Ridge Parkway. The facility is a traditional treatment process including alum addition, flocculation, disinfection, settling and filtration. Corrosion control is also utilized prior to distribution to the residents using orthophosphate.

The Town's service area is predominantly south of the Water Treatment Plant. Finished water is pumped to a high elevation, and then allowed to gravity feed into the service area. The Green Hill tank, capacity 3.000 MGD, is the means of control at the highest point of the system. A number of pressure reducing valves have been placed in the system to control pressures for the residents.

Wastewater Treatment Plant

The Town of Blowing Rock operates a Wastewater Treatment Plant very near the Water Treatment Plant and utilizes a discharge to the Middle Fork of the New River. The plant is rated for capacity of 0.800 MGD, but could be expanded to a service capacity of 1.200 MGD. The original plant was constructed in 1960, expanded in 1989, and refurbished in 2013. The facility is fed by four (4) sewer system lift stations that handle the wastewater generated by the community. The facility is of concrete construction and is set up for extended aeration treatment. The plant operators sample the water discharge everyday and also send samples out three times per week to an independent testing lab to ensure environmental compliance.

Water & Sewer Field Operations Division

The Field Operations division is responsible for all water and sewer taps, leak repair and water line installation. This department is also responsible for all water meter reading in the town on a bi-monthly basis. In addition, this department maintains the water distribution system and the wastewater collection system.

There are approximately 2,186 water meters and 1,745 sewer taps in the system. The water distribution system consists of approximately 22.02 miles of lines. The wastewater collection system consists of approximately 16.07 miles of gravity sewer lines and 3.59 miles of pressure sewer. There are five (5) wastewater lift-stations: Mayview, Chetola, Grandfather (in Chestnut Village), Chestnut Ridge and Quail Hollow.

Staffing and Schedules

A Utility Plant Supervisor and four Utility Plant Operators are assigned to the Water Plant and Wastewater Plant Divisions. The personnel work a varied schedule to meet the service demands of the utility.

A Heavy Equipment Operator, a Light Equipment Operator and two (2) Equipment Operator II's are assigned to the Water & Sewer - Field Operations Division. The division uses other employees, as needed, for the reading of water meters. The personnel work a standard 40-hour week schedule and are on call for emergency repairs.

Measures of Activity

2021 Wastewater Plant – Totals

Month	2021 Average Daily (.800 MGD capacity)	2021 Total Treated Per Month (.800 MGD capacity)
January	.236	7.33
February	.254	7.12
March	.275	8.52
April	.255	7.67
May	.236	7.32
June	.238	7.16
July	.238	7.14
August	.176	5.47
September	.138	4.14
October	.155	4.83
November	.111	3.33
December	.101	3.13
Total Year	-	73.21
Daily Avg	.201	-

2021 Water Plant - Totals

Month	2021 Average Daily Water Treated (Million Gallons)	2021 Total Treated Per Month (Million Gallons)
January	.374	11.60
February	.457	12.63
March	.386	11.98
April	.333	9.99
May	.347	10.78
June	.400	12.02
July	.538	16.15
August	.515	15.98
September	.508	14.22
October	.549	15.39
November	.426	12.49
December	.433	13.01
Total Year	-	156.29
Daily Avg	.438	-

WATER AND SEWER FUND
 DESCRIPTION: WATER AND SEWER EXPENDITURES
 CODE: 30-91-7120

ACCOUNT NUMBER	DESCRIPTION	2019-20 Actual	2020-21 Adopted	2021-22 Adopted	2022-23 Recommended
Plant Operations 7120					
002	Salaries	252,158	244,317	276,526	303,802
003	Overtime	10,963	13,000	20,500	15,375
005	FICA Expense	29,071	19,685	22,722	24,417
006	Group Insurance	34,001	35,000	38,844	38,844
007	401K	19,586	12,866	14,851	15,959
008	Retirement	87,263	42,869	53,673	57,675
	Personnel Subtotal	433,042	367,737	427,116	456,072
011	Telephone	6,318	6,000	6,000	18,000
013	Utilities	117,762	115,000	127,000	127,500
014	Employee Development	2,704	2,500	2,800	2,800
016	Maintenance/Repair-Equip	21,069	24,000	24,000	30,000
017	Maintenance/Repair-Equip- Service Contracts	3,844	21,000	20,000	20,000
031	Gasoline	4,443	6,000	5,000	5,000
033	Materials and Supplies	21,898	22,500	22,500	30,000
034	Sludge Processing	34,965	44,145	30,000	30,000
036	Uniforms	2,593	3,500	3,500	3,500
053	Permits & Dues	3,125	3,500	3,500	3,500
057	Miscellaneous	858	5,500	5,500	5,500
104	Lab Contract	22,589	23,000	25,000	30,000
333	Chemicals	34,082	33,000	35,000	50,000
	Operating & Maint. Subtotal	276,249	309,645	309,800	355,800
500	Capital Outlay	0	-	-	-
505	Transfer to Capital Projects				
	Capital Subtotal	0	-	-	-
900	Debt Service	45,487	87,279	87,279	76,570
	SUBTOTAL - PLANT OPERATIONS	754,777	764,660	824,194	888,442
 Field Operations 7120					
202	Salaries	126,805	92,800	167,259	167,259
203	Overtime	5,690	4,797	10,250	10,250
209	On Call/Standby Pay	10,515	6,736	10,000	10,000
205	FICA Expense	11,538	-	13,579	13,579
206	Group Insurance	27,040	17,897	31,680	31,680
207	401K	7,493	-	8,875	8,875
208	Retirement	21,825	-	32,076	32,076
	Personnel Subtotal	210,907	122,231	273,720	273,720
211	Telephone	-	-	-	-
213	Utilities	-	-	-	-
214	Employee Development	464	464	2,000	2,000
216	Maintenance/Repair-Equip	3,915	3,915	10,000	10,000
217	Maintenance/Repair-Lift Station	1,046	217	13,000	13,000
231	Diesel/Gasoline	9,169	6,201	6,000	8,500
233	Materials and Supplies	45,209	39,857	85,000	85,000
235	Safety Supplies	772	772	1,800	1,800
236	Uniforms	2,713	2,483	2,500	2,500
240	Contracted Svcs.	-	-	-	-
257	Miscellaneous	3,975	442	2,000	2,000
	Operating & Maint. Subtotal	67,264	54,351	122,300	124,800
502	Capital Outlay	-	-	60,000	187,179 *
503	Water Line Replacements/Repairs- Reserve	-	-	22,500	10,000 \$
504	Sewer Line I&L Replacements/Repairs- Reserv	-	-	22,500	10,000 \$
505	Transfer to Capital Projects	-	-	-	-
506	Transfer to PRV Reserve	-	-	-	-
	Capital Subtotal	-	-	105,000	207,179
950	Debt Service	94,118	29,736	14,136	32,505
	SUBTOTAL - FIELD OPERATIONS	372,289	206,318	515,156	638,203
	* Capital for FY 2023: NEW Front End Loader \$ 187,179 IP \$ 187,179				
	TOTAL EXPENDITURES	1,127,066	970,978	1,339,350	1,526,645
\$ Funds remaining at the end of the year in these areas to be transferred to capital reserves.					

DESCRIPTION: GENERAL CAPITAL PROJECTS FUND REVENUES CODE: 20-00-5000		FY 21-22 CURRENT BUDGET	CURRENT BALANCE	FY 22-23	BUDGET AFTER Recommended	BALANCE AFTER Recommended
ACCOUNT NUMBER	DESCRIPTION					
20-00-3400-329	Interest Income	12,910	(5,289)	-	12,910	(5,289)
	<i>Interest Income:</i>	12,910	(5,289)	-	12,910	(5,289)
20-00-3400-331	Transfer from General Fund (Regular)	2,060,010	(493,348)	-	2,060,010	(493,348)
20-00-3400-331	Transfer from General Fund (TDA)	63,943	(28,393)	150,000	213,943	121,607
20-00-3400-332	Transfer from BRAAC Fund	11,000	(2,000)	-	11,000	(2,000)
20-00-3400-333	Transfer from General Fund FD	494,574	(10,625)	-	494,574	(10,625)
20-00-3400-337	Transfer from Parks & Rec.- Playground Equipment Upgrades- Phase I	100,000	-	-	100,000	-
20-00-3400-338	Transfer from Parks & Rec.- Memorial Park Restroom Upgrades- Reserve	20,000	-	-	20,000	-
	<i>Transfers:</i>	2,749,527	(534,366)	150,000	2,899,527	(384,366)
20-00-3400-335	Miscellaneous Income	96,225	(31,733)	-	96,225	(31,733)
	<i>Miscellaneous Income:</i>	96,225	(31,733)	-	96,225	(31,733)
20-00-3400-336	Parking Facility - In Lieu Fee	15,000	-	-	15,000	-
	<i>Parking Facility - In Lieu Fee:</i>	15,000	-	-	15,000	-
20-00-3400-341	Grants - Federal/State	40,000	-	-	40,000	-
	<i>Federal/State Grants:</i>	40,000	-	-	40,000	-
20-60-3400-500	PW Facility Financing	-	1,221,821	-	-	1,221,821
	<i>PW Facility:</i>	-	1,221,821	-	-	1,221,821
20-10-3400-250	PD Memorial Project Donations	3,750	(1,250)	-	3,750	(1,250)
	<i>PD Memorial Project:</i>	3,750	(1,250)	-	3,750	(1,250)
20-10-3400-200	E.S. Building - BR Fire District	500,000	(40,000)	50,000	550,000	10,000
20-10-3400-300	E.S. Building - Cald. Fire District	100,000	(80,000)	10,000	110,000	(70,000)
	<i>E.S. Building Fire District Contributions:</i>	600,000	(120,000)	60,000	660,000	(60,000)
20-00-3400-350	TDA Revenue	400,000	339,565	-	400,000	339,565
	<i>TDA Revenue:</i>	400,000	339,565	-	400,000	339,565
20-20-3400-360	2018 Rain Storm- FEMA	71,265	-	-	71,265	-
	<i>2018 Rain Storm- FEMA:</i>	71,265	-	-	71,265	-
20-20-3400-600	Hwy. 321 Betterments Public Cost Participation	-	(23,950)	-	-	(23,950)
	<i>Hwy. 321 Betterments (Public Cost Participation):</i>	-	(23,950)	-	-	(23,950)
20-00-3400-581	AL Building Renovation Donations	34,000	34,000	-	34,000	34,000
	<i>American Legion Funding:</i>	34,000	34,000	-	34,000	34,000
20-00-3400-200	Middle Fork Greenway Entrance Shelter- DWR Grant	116,300	45,649	-	116,300	45,649
20-00-3400-201	Middle Fork Greenway- Design Engineering Funding	115,040	114,753	-	115,040	114,753
20-00-3400-202	Middle Fork Greenway Funding Entrance- BRC Funding	55,000	162	-	55,000	162
20-00-3400-250	Middle Fork Greenway- EFLAP Grant	1,832,988	1,815,206	-	1,832,988	1,815,206
20-00-3400-251	Middle Fork Greenway- BR Conservancy Reimbursement- EFLAP Grant Match	430,520	430,520	-	430,520	430,520
20-00-3400-252	BR Conservancy Reimbursement- Pre Engineering & Right of Way	350,000	221,922	-	350,000	221,922
	<i>Middle Fork Greenway Project:</i>	2,899,848	2,628,212	-	2,899,848	2,628,212
20-10-3400-110	Direct Payment to Town from Fire Dept for Safety Comm Bldg	15,000	15,000	-	15,000	15,000
	<i>Fire Department Contribution to Safety Communications Building:</i>	15,000	15,000	-	15,000	15,000
20-80-3400-005	Memorial Park Tree/Bench Donations	19,635	(7,307)	-	19,635	(7,307)
	<i>Memorial Park Tree and Bench Donations:</i>	19,635	(7,307)	-	19,635	(7,307)
20-20-3400-426	EFLAP Grant Funds-Sidewalk to Bass Lake	980,000	608,447	-	980,000	608,447
	<i>Bass Lake Sidewalk Project Funding:</i>	980,000	608,447	-	980,000	608,447
20-80-3400-000	Park GO Bond Referendum Authority- Issue I	32,457	446,337	-	32,457	446,337
20-20-3400-000	Transportation GO Bond Referendum Authority- Issue I	165,717	10,540	-	165,717	10,540
20-20-3400-002	Transportation GO Bond Authority- 2018 Issue	1,615,621	(12,838)	-	1,615,621	(12,838)
20-20-3400-100	Transportation G.O. Bond Premium	82,287	82,287	-	82,287	82,287
20-20-3400-101	GO Bond Premium 2018 Issue	-	(61,317)	-	-	(61,317)
20-00-3400-325	Series 2016 G.O. Bond Account Int. (Street)	13	(56,114)	-	13	(56,114)
20-00-3400-326	Series 2016 G.O. Bond Account Int. (Parks)	15,002	14,995	-	15,002	14,995
20-00-3400-327	Series 2018 GO Bond Int.	29,068	(6,261)	-	29,068	(6,261)
20-00-3400-328	Series 2020 GO Bond Int.	-	(14,386)	-	-	(14,386)
	<i>G.O. Bond- Issue I Funding:</i>	1,940,165	403,243	-	1,940,165	403,243
20-80-3400-002	Parks GO Authority 2018 Issue	-	(129,041)	-	-	(129,041)
20-80-3400-001	Park GO Bond Referendum Authority- Issue II	79,550	129,041	-	79,550	129,041
20-20-3400-001	Transportation GO Bond Referendum Authority- Issue II	1,592,588	1,628,459	-	1,592,588	1,628,459
	<i>G.O. Bond- Issue II Funding:</i>	1,672,138	1,628,459	-	1,672,138	1,628,459
20-20-3400-003	Transportation GO Bond Authority- 2020 Issue	2,073,095	(1,615,905)	-	2,073,095	(1,615,905)
20-20-3400-102	GO Bond Premium 2020 Issue	73,106	(287,797)	-	73,106	(287,797)
20-00-3400-328	2020 GO Bond Int. (Transportation)	-	(11,706)	-	-	(11,706)
	<i>G.O. Bond- Issue III Funding:</i>	2,146,201	(1,915,408)	-	2,146,201	(1,915,408)
20-00-3400-400	Pool Contributions- Brohill	86,332	86,332	-	86,332	86,332
	<i>Pool Contributions:</i>	86,332	86,332	-	86,332	86,332
20-00-3400-345	Sunset Dr. Streetscape- Private Contributions	2,660	2,660	-	2,660	2,660
	<i>Sunset Dr. Streetscape Project:</i>	2,660	2,660	-	2,660	2,660
20-80-3400-006	Rec. Center Improvement Donations	5,140	1	-	5,140	1
	<i>Rec. Center Improvements:</i>	5,140	1	-	5,140	1
20-00-3400-600	Broyhill Foundation Grant	-	-	-	-	-
	<i>Broyhill Park Funding:</i>	-	-	-	-	-
TOTAL REVENUES		13,789,796	4,328,438	210,000	13,999,796	4,538,438

DESCRIPTION: GENERAL CAPITAL PROJECTS FUND EXPENDITURES CODE: 20-00-5000		FY 21-22 CURRENT BUDGET	CURRENT BALANCE	FY 22-23 Adopted	ADJUSTED BUDGET AFTER Recommended	ADJUSTED BALANCE AFTER Recommended
ACCOUNT NUMBER	DESCRIPTION					
Central Government Projects						
20-00-5000-331	Transfer to General Fund	1,129,433	(221,712)	180,000	1,309,433	(41,712)
	<i>Transfer to General Fund:</i>	1,129,433	(221,712)	180,000	1,309,433	(41,712)
20-20-5000-580	Parking Facility Reserve*	30,000	30,000	-	30,000	30,000
20-20-5000-582	Parking Facility Loan	17,147	17,147	-	17,147	17,147
	<i>Parking Facilities:</i>	47,147	47,147	-	47,147	47,147
20-00-5000-101	Technology Infrastructure	805	805	-	805	805
	<i>Technology Infrastructure:</i>	805	805	-	805	805
20-00-5000-560	Ice House Rennovation	1,786	1,786	-	1,786	1,786
20-00-5000-561	Ice House Rennovation Contingency	5,000	5,000	-	5,000	5,000
	<i>Ice House Rennovation:</i>	6,786	6,786	-	6,786	6,786
20-00-5000-565	Fire House Economic Development Initiative	5,000	5,000	-	5,000	5,000
	<i>Fire House Economic Development Initiative:</i>	5,000	5,000	-	5,000	5,000
20-00-5000-900	Unexpended Loan Proceeds	-	(49,110)	-	-	(49,110)
	<i>Unexpended Loan Proceeds:</i>	-	(49,110)	-	-	(49,110)
20-00-5000-566	General Government Capital Improvements	29,981	29,981	-	29,981	29,981
	<i>General Government Capital Improvements:</i>	29,981	29,981	-	29,981	29,981
20-00-5000-569	G.O. Bond Debt Service Reserve	120,000	120,000	(120,000)	-	-
	<i>G.O. Bond Debt Service Reserve:</i>	120,000	120,000	(120,000)	-	-
TOTAL CENTRAL GOVERNMENT EXPENDITURES		1,339,152	(61,103)	60,000	1,399,152	(1,103)

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Budget Change Directives Summary & Impacts

Department	Description	Financial Impact (\$)	Funding Source
Revenues	Tax Rate Increase (1 cent, to recommended rate of 37 cents)	\$ 162,776	Tax Revenue
Revenues	Fund Balance Allocation	\$ 60,979	Fund Balance Allocation to 1 time Capital
Revenues	ABC Store Contribution Increase- due to ABC Budget adoption	\$ 24,000	General Fund Revenues
Revenues	Installment Purchase Proceeds for 2 new police vehicles for 2 additional officers	\$ 96,000	Installment Finance Proceeds
Several Departments	Retroactive Salary Discrepancy Corrections	\$ (4,000)	Tax Revenue
Parks & Recreation	Broyhill Lake Spillway	\$ (30,000)	Fund Balance
Parks & Recreation	Remove Heat for Landscape Bay	\$ 8,000	General Fund Revenues
Police	2 Additional Officers	\$ (155,840)	Tax Revenue
Central Government	Additional Equipment for 2 Additional Officers	\$ (65,915)	Fund Balance + Tax Revenue
Central Government	Additional Vehicles for 2 Additional officers	\$ (96,000)	Installment Finance Proceeds
		Net \$ 0	
Water/Sewer Field Ops.		Net \$ -	

Town of Blowing Rock

Request for Council Action

FROM: Jennifer Brown, Director of Parks & Recreation
SUBJECT: Public Art Request
TO: Town Council
DATE: June 14, 2022
REQUESTED BY: Blowing Rock Art & History Museum

BACKGROUND:

The Blowing Rock Art and History Museum has selected an artist to exhibit their outdoor sculpture through the 36th Outdoor Rosen Sculpture Exhibition. BRAHM will carry insurance and it will be bolted down to the existing concrete pad outside of BRAHM.

BRAAC approved the sculpture during their May BRAAC meeting.

ATTACHMENTS:

1. Public Art Application

Town of Blowing Rock

Public Art Application

Applicant Information

Contact Name: Lee Carol Giduz

Contact Address: PO Box 828, Blowing Rock, NC 28605

Contact Phone Number: 828-295-9099 x.3008

Contact Email Address: lee carol@blowingrockmuseum.org

Artwork Information

Title of Artwork: Blue Nautilus

Artist Contact (Please attach bio if available) I can try to get from ASU but it is a bit hard right now

Name: Gretchen Lotz

Address: Orlando, FL

Phone Number:

Email Address:

Artwork Type: Sculpture

Dimensions: 31" x 31"

Media: Bronze

Acknowledgment plaque: Yes, acknowledging it as part of the 2020 Rosen Collection

Desired Location:

Please attach the following documentation to the application:

1. Photographs and drawings which fully illustrate the proposed artwork



2. Proposed location map – Sculpture pad on the east side of BRAHM where the current Rosen piece is located

3. Proposed site plan – no change to site, artist to install

4. Photos of the proposed site – I can get this later but am working remotely and cannot submit at this time
5. Proposed landscape plan – town maintains landscaping at the site
6. Proposed lighting plan if applicable – current up lighting will be used
7. Description of site preparation including grading, landscaping, seating, lighting, signage, etc. – nothing new, site to remain as is currently
8. Any proposed budget items that will not be funded by the project itself
N/A
9. Proposal to maintain the art project and any landscaping, lighting, signage, etc. for the life of the proposed art piece

This is a temporary installation for one year. It should require no maintenance during the year. Signage with title, artist name, and material will be added at the site but will be in the same location and of the same material as the current signage.

Exclusion Of Liability:

The Town of Blowing Rock shall not be held liable to any parties, including but not limited to artists or donors for any losses, claims, injuries or damages from theft, damage, vandalism or bodily injury arising out of or in any way related to a public art project. The Town will require that all donors or artists sign a waiver and release which evidences this understanding and agreement.

I have read the Exclusion of Liability above and agree to the terms.

Signature *Lee Carol Giduz*

Date 4/6/20

Town of Blowing Rock

Public Art Application

Applicant Information

Contact Name: Lee Carol Giduz

Contact Address: **PO Box 828, Blowing Rock, NC 28605**

Contact Phone Number: **828-295-9099**

Contact Email Address: **leecarol@blowingrockmuseum.org**

Artwork Information

Title of Artwork:

Artist Contact (Please attach bio if available)

Name: Tripp Jarvis

Address: 629 Green Street, Durham, NC 27701

Phone Number: 252-412-2198

Email Address: **trippjarvis@hotmail.com**

Artwork Type: Sculpture

Dimensions: 7 ft x 2 ft x 2 ft

Media: Steel

Acknowledgment plaque **Y** **N**

Desired Location: Round pad on the Main Street side of the museum
Please attach the following documentation to the application:

1. Photographs and drawings which fully illustrate the proposed artwork - attached
2. Proposed location map – same as 1.
3. Proposed site plan – Piece will be attached to the existing base by the sculptor
4. Photos of the proposed site – same as 1.
5. Proposed landscape plan – already landscaped
6. Proposed lighting plan if applicable – already in place
7. Description of site preparation including grading, landscaping, seating, lighting, signage, etc. - None
8. Any proposed budget items that will not be funded by the project itself - None
9. Proposal to maintain the art project and any landscaping, lighting, signage, etc. for the life of the proposed art piece – no additional needed. Piece will be on location for a year. Town maintains the grounds, lighting is in place, Signage won't need maintenance and artwork shouldn't need maintenance but if it did the sculptor would take care of that.

Exclusion Of Liability:

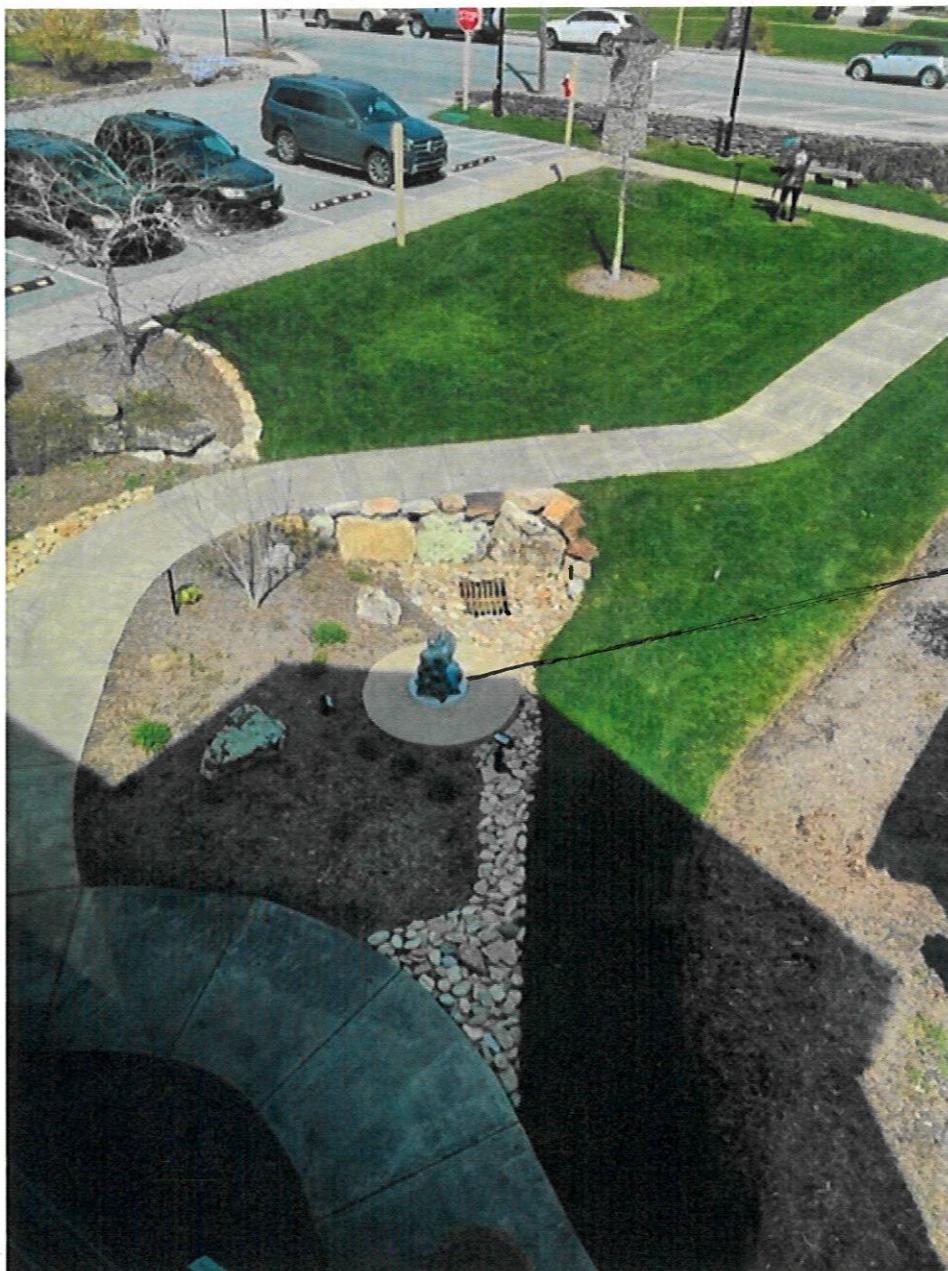
The Town of Blowing Rock shall not be held liable to any parties, including but not limited to artists or donors for any losses, claims, injuries or damages from theft, damage, vandalism or bodily injury arising out of or in any way related to a public art project. The Town will require that all donors or artists sign a waiver and release which evidences this understanding and agreement.

I have read the Exclusion of Liability above and agree to the terms.

Signature

De Carol Gajus

Date April 20, 2002



BRAHM

TRIPP JAMM



ABOUT

I was an artist at the age of five, when I started copying the Sunday Comics in my hometown of Holly Springs, North Carolina. I followed my passion for art through school and completed an art degree at East Carolina University. A simple soapstone carving made me fall in

**COMMISSION
(/COMMISSION)**

love with the ability to shape one of the hardest materials on Earth with my own hands; I knew I would be a sculptor.

While finishing my BFA, I found I could combine my loves for science fiction, fantasy, and Jungian psychology by creating and casting my own imagined fantasy creatures. I took these two techniques, metal casting and stone carving, with me to Estonia for two years, during which I studied ceramics at the Estonia Academy of Art.

After returning to the United States to pursue an MFA at East Carolina, I rekindled my love of iron casting and began a new journey with steel fabrication. Thus my temple-heart-vessels came to life, and I found a way to harmonize the sacred balance between the physical and the spiritual, a philosophical ideal born from studying Tai Chi. I now continue this exploration as an artist at Liberty Arts.

“I love witnessing the spark of pure joy and awe that fills the eyes of those gathered together; spreading an illumination that radiates through the entirety of their being: knowing that they are sharing in a communion of souls. This fire and metal dance, for at least a couple of hours, becomes the healing balm and elixir that I offer to the world.”

READ AN INTERVIEW WITH TRIPP HERE
[**\(https://www.libertyartsnc.org/interview-tripp\)**](https://www.libertyartsnc.org/interview-tripp)



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Town of Blowing Rock

MEMO

TO: Mayro Sellers & Town Council

FROM: Shane Fox, Town Manager

Cc: Nicole Norman, Finance Officer

RE: FY 2021-22 Audit Contract Recommendation

Date: June 14, 2022

Following a proposal from the Town's current auditors Martin Starnes & Associates that would be increasing the annual audit contract amount by approximately 96%, a Request for Proposals (RFP) for Audit Services was e-mailed out to audit firms within an approximate 50 mile radius of Blowing Rock, resulting in approximately 15 firms being contacted. The request was disbursed on February 28, 2022 with responses due by March 18, 2022. Two audit firms submitted proposals including Blackburn, Childers & Stegall, CPAS and Thompson, Price, Scott Adams & Co, P.A. Several firms declined submittal of a bid with some simply not providing a response at all.

The prosed fee with basic firm information included below from the two firms that submitted proposals were as follows:

Blackburn, Childers & Stegall, CAPS: FY 2022: \$24,025 (Binding), FY 2023: \$24,475 (Estimated), FY 2024: \$24,950 (Estimated) Boone Location

Thompson, Price, Scott Adams & Co, P.A.: FY 2022: \$26,500 (Binding), FY 2023: \$26,500 (Estimated), FY 2024: \$26,500 (Estimated) Whiteville Location

Staff recommends the Town of Blowing Rock Audit Services Contract be awarded to Thompson, Price, Scott Adams & Co, P.A. for the next three years based on service proposals received as well as references provided.

Staff Report –Presentation

To: Mayor Charlie Sellers and the Blowing Rock Town Council

From: Chief Aaron Miller

Subject: Parking Advisory Committee

Date: June 14, 2022

Information: Chief Miller update on the Parking Advisory Committee

Attachments: None