



Town Manager / Town Clerk November Report – Completed December 8, 2021

Below are the November highlights from the various departments.

Public Services – The oversight of public works, dam/hydro, and wastewater treatment plant was consolidated resulting in the creation of Public Services Director and Dean Lindsey was appointed to the position. In terms of dam/hydro/WWTP, the Town generated \$42,270.62. Various projects are scheduled for maintenance and improvements. Additionally, day-to-day public services duties were completed successfully. The following accomplishments were achieved in November:

- Successful drainage and reconditioning of the elevated water tank – completed by Southern Corrosion (November 8-16)
- Leaf clean-up was completed

Community Development – RVR's have continued to increase with a total of 452 to date. There were 9 CZC's issued in November. The department issued two land disturbance permits. Additional community development statistics can be found in the department report. Top projects/activity updates:

- **Lake Structure Tag Maintenance Program** - visual inspections were completed from boat of all lake structures within “first priority area” (Phase 1 of Town’s Sewer Project), and structure photos were taken. Working on post-inspection communications to property owners and follow-up inspections of about 5 properties containing structures identified as potentially “Bad Condition/Hazard”. Also working on cataloging lake structure photos.
- **Town Park / Cell Tower Project** - Town Council approved Master Plan with park and tower, zoning text amendment to address fall-zone setbacks for towers and rezoning of Boys Camp parcel to GU (Government Use). Met with contractor and tower applicants to refine lease proposal for submission to Town Council for approval (tentatively at December 14 meeting). Working with contractor to finish zoning permits for review and approval.

Fire / Emergency Management – Chief Waycaster facilitated 429 hours of training for his staff in the month of November. The department answered 17 calls and wrote 14 burn permits. Compared to previous months the calls have increased as tourists and second home owners are

back in Town. This should begin to drop off. Three notable accomplishments (many additional accomplishments can be found in the individual department report):

- International Trauma Life Support training was completed.
- Completed the annual inspection of all fire hydrants in the Town's response area
- Hosted and held the Hazmat Training Course on November 4th.

Police – Chief Humphries had 312 police activities for the month of November and a breakdown of this total can be found in the Police Department Report. A total of nine citations were issued and one arrest was made. Top three accomplishments:

- Coordinated with Lake Lure Classical Academy to host Raptor Roundup.
- Assisted with the Lighting up the Gorge event.
- Officers qualified during yearly Firearms Certifications. Officer Tyler Dills was awarded Top Gun with the highest score of 99.

Parks, Recreation & Lake – Director Dean Givens and Parks & Trails Coordinator Dana Bradley have accomplished and oversaw various projects and day-to-day operations. Coordinator Bradley has facilitated a total of 119.5 volunteer hours. Top three projects/activities updates:

- Dredging – Complete until lake returns to full pond. We were successful in spending the dredging grant funds, and will be reapplying for 2022
- Island Creek Road Spoils Site – Working on permitting
- Deepwater Launch – Waiting on one final permit

Finance – Finance Director Sam Karr is continuing to train Assistant Finance Director Stephen Ford. Wendy Terry is continuing to learn the duties of Administrative Support Specialist. We are 17% into the new fiscal year and spent 42% of our general fund budget and 22% of our W/S budget. Director Karr reported that property tax revenues are continuing to flow in, financing proceeds will be paid out next month excluding police vehicles, GF revenues and expenditures are on our pro rata schedule, W/S revenues are continuing to be set aside and are at estimates for the year. Additional information can be found in the finance department report.

Communications – Communications Specialist Krejci has provided detailed website, social media, communications, grants, and events/ community outreach in the Communications Department Report. Top projects/activities are:

- Website/Social Media – Continuously working to inform citizens of town news, events, announcements, etc. via the town website and Facebook page.
- Communications – Communicating important lake drawdown schedule and project information, updating/following comprehensive communication plan, and working to develop a new orientation video for the town website.
- FEMA Grants – Pursuing new ones and administering existing ones. Updates can be found in the Communications Department Report.

- Events / Community Outreach – Veterans Day program, Lighting Up the Gorge, Lighting Up Lake Lure, etc.

Administration – Below is an abbreviated summary as to where we are on the following projects:

- The NC Budget was passed and the Town of Lake Lure is in the State budget for 24 million for the dam and sewer projects.
- Manhole rehabilitation project is scheduled to start the first week of December

Manager's November Activities

- Began roll as acting town manager, November 17
- Continued Town Clerk duties and delegated board minutes to various staff, November 17-30
- Discussed a tentative sewer replacement schedule with Brian Houston, November 17
- Attended quarterly Mayor-Manager meeting with Mayor Pritchett, November 18
- Held meeting with department heads, November 22
- Signed LaBella Task 2 and Task 6 amendments, November 22
- Attending meeting with CDD, Finance, and Tillman Infrastructure to discuss lease options for the cell tower, 11/30



Interim Town Manager



Date