



**Town of Valdese  
Town Council Meeting  
Valdese Town Hall  
102 Massel Avenue SW, Valdese  
Monday, April 1, 2019  
6:00 P.M.**

- 1. Call Meeting to Order**
- 2. Invocation**
- 3. Pledge of Allegiance**

**4. Informational Items:**

- A. Communication Notes
- B. Reading Material

**5. Open Forum/Public Comment**

**6. Consent Agenda**

All items below are considered to be routine by the Town Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests. In which event, the item will be removed from the Consent Agenda and considered under Item 7.

- A. Approval of Regular Meeting Minutes of March 4, 2019
- B. Approval of Budget Retreat Minutes of March 18, 2019
- C. Approval of Special Meeting Minutes of February 28, 2019 and March 22, 2019
- D. Spring Litter Sweep, April 13-27, 2019
- E. Requests to Sell Alcohol at Summer Events
- F. Resolution Adopting Revised Record Retention Schedule

**7. New Business**

- A. Introduction of New Employee
- B. Public Hearing for Zoning Map Amendment #1-2-19
- C. CDBG Neighborhood Revitalization Scattered-site Program
  - a. Approval of Capital Project Ordinance
  - b. Approval of Fair Housing Plan & Activities
  - c. Approval of Section 3 Plan
  - d. Approval of Equal Employment & Procurement Plan
  - e. Approval of Language Access Plan
- D. Contract with WPCOG for Grant Administration for CDBG Neighborhood Revitalization Scattered-site Program
- E. Valdese Lakeside Park
  - a. Approval of PARTF Basic Facts and Assurances
  - b. Adoption of Valdese Lakeside Park Master Plan
  - c. Approval of Valdese Lakeside Park CIP
- F. Authorization to Submit Application for Funding from PARTF
- G. Public Safety Building Temporary Repairs
- H. Budget Amendment

**8. Manager's Report**

- A. Next Regular Council meeting scheduled for Monday, May 6, 2019, 6 p.m.
- B. Employee Appreciation Cookout, Friday, April 5, 2019, Children's Park, 11 a.m.-1 p.m.

- C. Old Colony Players Production of Jesus Christ Superstar, April 5-7, 12-14, 17-20, 2019  
visit [oldcolonyplayers.com](http://oldcolonyplayers.com) for tickets
- D. April Craft Market-Saturday, April 13, 2019, Old Rock School, 9 .a.m.-4 p.m.
- E. Budget Workshop Dinner Meeting, Monday, April 15, 2019, Valdese Town Hall  
Community Room, 6:00 p.m.
- F. WPCOG Annual Meeting, Thursday, April 25, 2019, 6:00 p.m., Hickory Metro  
Convention Center, Hickory

## **9. Mayor and Council Comments**

## **10. Adjournment**

## COMMUNICATION NOTES

**To:** Mayor Black  
Town Council

**From:** Seth Eckard, Town Manager

**Date:** March 29, 2019

**Subject:** Monday, April 1, 2019 Council Meeting

### 6. Consent Agenda

- A. Approval of Regular Meeting Minutes of March 4, 2019**
- B. Approval of Budget Retreat Minutes of March 18, 2019**
- C. Approval of Special Meeting Minutes of February 28, 2019 and March 22, 2019**
- D. Spring Litter Sweep, April 13-27, 2019**

Enclosed in the agenda packet is information from NC Department of Transportation regarding the Biannual Cleanup Drive to be held April 13-27, 2019. The Town will be participating.

### **E. Requests to Sell Alcohol at Summer Events**

Staff received the following requests for beer and wine sales:

#### **Friends of the Valdese Rec:**

*Sell beer in the town parking lot located adjacent to the 100 block of West Main Street in Downtown Valdese on the following dates:*

- Family Friday Nights Summer Concert Series Kickoff Celebration on May 24, 2019 from 7:00pm to 10:00pm
- Family Friday Nights Summer Concert Series Finale Celebration held on August 30, 2019 from 7:00pm to 10:00pm

*Sell beer in the parking spaces located adjacent to the 100 block of West Main Street in Downtown Valdese on the following dates:*

- Valdese Independence Day Celebration on June 28, 2019 from 5:00pm to 11:00pm
- Waldensian Festival event on August 9, 2019 from 5:00pm until 11:00pm and August 10, 2019 from Noon until 11:00pm

**The Levee Brewery & Pub** – sell beer in the town parking lot located adjacent to the 100 block of West Main Street in Downtown Valdese on the following dates:

- Family Friday Nights Summer Concert Series Kickoff Celebration on May 24, 2019 from 7:00pm to 10:00pm

- Family Friday Nights Summer Concert Series Finale Celebration held on August 30, 2019 from 7:00pm to 10:00pm

**Waldensian Style Wines** – Sell wine in the parking spaces located adjacent to the 100 block of West Main Street in Downtown Valdese on the following dates:

- Valdese Independence Day Celebration on June 28, 2019 from 5:00pm to 11:00pm
- Waldensian Festival event on August 9, 2019 from 5:00pm until 11:00pm and August 10, 2019 from Noon until 11:00pm

**Waldensian Heritage Wines** – Sell wine in the parking spaces located adjacent to the 100 block of West Main Street in Downtown Valdese on the following dates:

- Valdese Independence Day Celebration on June 28, 2019 from 5:00pm to 11:00pm
- Waldensian Festival event on August 9, 2019 from 5:00pm until 11:00pm and August 10, 2019 from Noon until 11:00pm

## **F. Resolution Adopting Revised Record Retention Schedule**

Enclosed in the agenda packet is a resolution to approve the updated Records Retention Scheduled as recommended by the NC Department of Cultural Resources. The record retention schedule has been divided into two (2) segments – General Records and Program Records.

General Records include:

- Administration and Management Records
- Budget, Fiscal, and Payroll Records
- Geographic Information System (GIS) Records
- Information Technology Records
- Legal Records
- Personnel Records
- Public Relations Records
- Risk Management Records

The Program Records timetable for updating the program records standards is as follows

- 2019 – Local Health Departments, Soil and Water Conservation Districts
- 2020 – Agricultural Extensions, County Management, Local Education Agencies, Municipalities, Regional Councils of Government, Tourism Development Authorities
- 2021 – County Social Service Agencies, County Veterans Services, Law Enforcement Agencies, Public Libraries, Public Transportation Systems and Authorities
- 2022 – Alcoholic Beverage Control Boards, County Boards of Elections, County Tax Administrations, Local Management Entities, DMH/DD/SAS Local Management Entities (LME), DMH/DD/SAS Provider Agencies
- 2023 – County Registers of Deeds, Land Use and Environmental Services Agencies, Public Hospitals, Water and Sewer Authorities and Sanitary Districts

Staff will continue to manage “Program” records, as applicable, under the current September 10, 2012 schedule until the next appropriate update. Please contact Courtney Kennedy at 879-2117 or visit <https://archives.ncdcr.gov/government/retention-schedules/local-government-schedules> if you would like a copy of the schedules. After Council approval each Department Head will receive copies of the schedule.

7. New Business

**A. Introduction of New Employee**

Police Chief Jack Moss will introduce Police Officer Dustin McKinney. Mr. McKinney is filling the position that was previously filled by Chad Wyke.

**B. Public Hearing for Zoning Map Amendment #1-2-19**

Mayor Black will open the public hearing and WPCOG Planning Technician Hunter Nestor will present the proposed rezoning request as petitioned by Striker Properties, LLC for the parcels located at 108 Praley Street SW and Waldo Street SW, from M-1 Manufacturing to B-2 General Business. The Valdese Planning Board recommends that Council approve the rezoning.

NOTE: If Council approves the rezoning request, Striker Properties, LLC is likely to present staff with an application for a Conditional Use Permit. Staff requests that Council set May 6, 2019 as the date to hold a public hearing.

**Requested Action:** Staff recommends Council approve the rezoning as presented. If approved, staff requests that Council set May 6, 2019 as the date to hold a public hearing on the conditional use permit application, if submitted.

**C. CDBG Neighborhood Revitalization Scattered-site Program**

WPCOG Community Development Administrator Lisa Helton will be at the meeting to present the following items as required by the state for release of funds for the CDBG NR Scattered-Site Housing Project.

NOTE: The Town received a grant in the amount of \$350,600 to assist with the rehabilitation of 12 homes scattered throughout Valdese through the CDBG Neighborhood Revitalization Scattered-site Program.

- a. **Approval of Capital Project Ordinance** – establish line items for project expenditures and identify allocation of \$25,000 matching Town funds as required by the grant. Matching funds for this grant will be taken from fund balance.
- b. **Approval of Fair Housing Plan & Activities** – This Plan ensures the Town's compliance with Fair Housing requirements for the project.
- c. **Approval of Section 3 Plan** - This Plan states that the Town will, to its greatest extent possible, provide employment opportunities for this project to residents of the town.
- d. **Approval of Equal Employment & Procurement Plan** - This Plan states that the Town will provide equal opportunity for employment for this project.
- e. **Approval of Language Access Plan** - This Plan states that the Town will provide language assistance as needed or requested to residents that speak a language other than English.

**Requested Action:** Staff requests that Council approve the aforementioned items and authorize Mayor Black to sign all documents related to the program.

**D. Contract with WPCOG for Grant Administration for CDBG Neighborhood Revitalization Scattered-site Program**

Enclosed in the agenda packet is an agreement with the Western Piedmont Council of Governments to administer a Community Development Block Grant (CDBG) for the CDBG Neighborhood Revitalization Scattered-site Program. The Grant Administration Agreement is in the amount of \$49,000; which includes the following elements; administration, work write-ups, and construction site supervision.

**Requested Action:** Staff recommends that Council approve the WPCOG Agreement to administer the CDBG Grant.

**E. Valdese Lakeside Park**

Enclosed in the agenda is a memo from WPCOG Community & Economic Development Administrator Erin Schotte identifying the following items related to the PARTF application process for grant funding for Valdese Lakeside Park. Ms. Schotte will be at the meeting to present these items and answer any questions.

- a. Approval of PARTF Basic Facts and Assurances** – Council will need to approve the Basic Facts and Assurances for the PARTF grant application.

**Requested Action:** Staff recommends that Council approve and authorize Mayor Black to sign, the N.C. Parks and Recreation Trust Fund (PARTF): 2018-19 Basic Facts and Assurances.

- b. Adoption of Valdese Lakeside Park Master Plan** – Enclosed in the agenda packet is a copy of the revised Valdese Lakeside Park Master Plan and a resolution for the adoption of the plan. Adoption of the revised Master Plan will garner additional points on the PARTF grant application.

**Requested Action:** Staff requests that Council approve the Resolution Adopting the 2019 Valdese Lakeside Park Master Plan, as presented.

- c. Approval of Valdese Lakeside Park CIP** – Enclosed in the agenda packet is a Capital Improvement Plan (CIP) from Parks and Recreation Director Doug Knight and a resolution for the adoption of the CIP. Adoption of the Capital Improvement Plan for Valdese Lakeside Park will garner additional points on the PARTF grant application.

**Requested Action:** Staff requests that Council approve the Resolution Adopting the Revised Capital Improvement Plan, as presented.

**F. Authorization to Submit Application for Funding from PARTF**

Parks and Recreation Director Doug Knight is requesting approval to submit an application for a Parks and Recreation Trust Fund Grant (PARTF) for Valdese Lakeside Park. Funds to match the grant will be provided through donations secured by Friends of the Valdese Rec. No Town funds will be used. If awarded a PARTF grant, funds will be used to pay for amenities as identified in the Valdese Lakeside Park CIP.

**Requested Action:** Staff recommends that Council authorize staff to apply for a PARTF Grant.

### **G. Public Safety Building Temporary Repairs**

Enclosed in the agenda packet is a memo from Benjamin “Benjie” Thomas of West Consultants, PLLC, in reference to the Public Safety Building structural repairs. Mr. Thomas will be at the meeting to discuss this matter and to request guidance from Council regarding temporary repairs.

**Requested Action:** Staff requests Council authorize Town Manager Seth Eckard to partner with West Consultants to solicit bids for this project.

### **H. Budget Amendment**

Enclosed in the agenda packet is a budget amendment prepared by Finance Director Bo Weichel. Mr. Weichel will be at the meeting to present this budget amendment.

# READING MATERIAL

## VALDESE FIRE DEPARTMENT ANNUAL ACTIVITY REPORT-2018

THE BELOW REPORT OUTLINES THE ACTIVITIES PERFORMED BY THE FIRE DEPARTMENT DURING 2018. THE REPORT SHOWS THE AMOUNT OF TIME SPENT ON EACH ACTIVITY AND ALSO THE TYPE AND NUMBER OF EMERGENCY RESPONSES.

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<u>ACTIVITY / FUNCTION</u>	<u>TOTAL HOURS</u>
STATION DUTY	1,583 HOURS
VEHICLE DUTY	1,383 HOURS
EQUIPMENT DUTY	513 HOURS
FIRE ADMINISTRATION	2,111 HOURS
TRAINING ADMINISTRATION	111 HOURS
MEETINGS	207 HOURS
FIRE PREVENTION ADMINISTRATION	822 HOURS
FIRE PREVENTION INSPECTIONS	169 HOURS
<b>TOTAL NUMBER OF INSPECTIONS PERFORMED:</b>	<b>78</b>
<b>TOTAL NUMBER OF VIOLATIONS:</b>	<b>672</b>
SAFE KIDS ADMIN/CRS INSPECTIONS	105 HOURS
PUBLIC RELATIONS	86 HOURS
HYDRANT MAINTENANCE	63 HOURS
SAFETY ADMINISTRATION/INSPECTIONS	260 HOURS
PHYSICAL TRAINING	201 HOURS
TRAINING	938 HOURS
ON-DUTY EMERGENCY RESPONSES	597 HOURS
OFF-DUTY EMERGENCY RESPONSES	762 HOURS
FIRE/MEDICAL STANDBY	580 HOURS
OFF-DUTY TRAINING	356 HOURS
<b>TOTAL TRAINING MANHOURS:</b>	
(INCLUDES VOLUNTEER FIREFIGHTERS)	<b>2,649 HOURS</b>
<b>FIRE RESPONSES:</b>	<b>182</b>
<b>MEDICAL RESPONSES:</b>	<b>461</b>
<b>FIRE/MEDICAL RESPONSES:</b>	<b><u>6</u></b>
<b>TOTAL NUMBER OF RESPONSES:</b>	<b>649</b>

**VALDESE FIRE DEPARTMENT - MONTHLY ACTIVITY REPORT****January 1st-31st, 2019**

THE BELOW REPORT OUTLINES THE ACTIVITIES PERFORMED BY THE FIRE DEPARTMENT DURING THE MONTH OF JANUARY, 2019. THE REPORT SHOWS THE AMOUNT OF TIME SPENT ON EACH ACTIVITY AND THE TYPE AND NUMBER OF EMERGENCY FIRE DEPARTMENT RESPONSES.

<b><u>ACTIVITY / FUNCTION</u></b>	<b><u>TOTAL HOURS</u></b>
STATION DUTY	142 HOURS
VEHICLE DUTY	83 HOURS
EQUIPMENT DUTY	26 HOURS
FIRE ADMINISTRATION	248 HOURS
TRAINING ADMINISTRATION	1 HOURS
MEETINGS	15 HOURS
FIRE PREVENTION ADMINISTRATION	75 HOURS
FIRE PREVENTION INSPECTIONS	5 HOURS

**TYPE / NUMBER OF INSPECTIONS:**

ASSEMBLY	1
BUSINESS	0
EDUCATIONAL	0
FACTORY	1
HAZARDOUS	0
MERCANTILE	0
RESIDENTIAL	1
STORAGE	0
<b>TOTAL INSPECTIONS:</b>	<b>3</b>
<b><u>VIOLATIONS NOTED:</u></b>	<b>4</b>

SAFE KIDS ADMIN/CRS INSPECTIONS	15 HOURS
PUBLIC RELATIONS	4 HOURS
HYDRANT MAINTENANCE	0 HOURS
SAFETY ADMINISTRATION	23 HOURS
PHYSICAL TRAINING	12 HOURS
TRAINING	56 HOURS
ON-DUTY EMERGENCY RESPONSES	32 HOURS
OFF-DUTY EMERGENCY RESPONSES	35 HOURS
FIRE/MEDICAL STANDBY	0 HOURS
OFF-DUTY TRAINING	55 HOURS
<b>TOTAL TRAINING MANHOURS:</b> (INCLUDES VOLUNTEER FIREFIGHTERS)	<b>203 HOURS</b>

**FIRE DEPARTMENT EMERGENCY RESPONSES:****FIRE:**

ALARM	2
ELECTRICAL	0
TREE/LINE DOWN	0
MUTUAL AID TO STATION 63	2
STAND BY	1
ILLEGAL BURN	0
FURNACE MALFUNCTION	2
STRUCTURE	1
GOOD INTENT	<u>0</u>
	<b>8</b>

**MEDICAL:**

ABDOMINAL PAIN	0
ALLERGIC REACTION	0
ASSAULT	1
ASSIST EMS	0
BACK PAIN	2
CANCELLED ENROUTE	1
CARDIAC	0
CHEST PAIN	3
CHOKING	0
CODE BLUE	0
DIABETIC	1
DOA	2
FAINTING	2
FALL	13
HEADACHE	1
LACERATION/HEMORRAGE	0
MOTOR VEHICLE ACCIDENT	1
OTHER	0
OVERDOSE/INTOXICATED	4
PREGNACY	0
PSYCHIATRIC	0
RESPIRATORY	2
SEIZURE	0
SICK	5
STABBING	0
STROKE	2
TRAUMATIC INJURY	1
UNCONSCIOUS	<u>0</u>
	<b>41</b>

**FIRE AND MEDICAL:**

TREE ON PATIENT	1
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**TOTAL: 50 RESPONSES**

Respectfully Submitted,  
Charles Watts, Chief  
Valdese Fire Department

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**TOWN OF VALDESE  
TOWN COUNCIL REGULAR MEETING  
MARCH 4, 2019**

The Town of Valdese Town Council met on Monday, March 4, 2019, at 6:00 p.m., in the Town Council Chambers at Town Hall, 102 Massel Avenue, SW, Valdese, North Carolina. The following were present: Mayor John F. "Chip" Black, Jr., Councilman Keith Ogle, Councilwoman Frances Hildebran, Councilwoman Susan Stevenson, Councilman J. Andrew Thompson, and Councilman Roy F. Sweezy. Also present were: Town Attorney Marc Mitchell, Town Manager Seth Eckard, Deputy Town Clerk Courtney Kennedy, and various department heads.

Absent: None.

A quorum was present.

Mayor Black called the meeting to order at 6:00 p.m. He offered the invocation and led in the Pledge of Allegiance to the Flag.

**OPEN FORUM/PUBLIC COMMENT:**

**MINUTES OF SPECIAL MEETING ON JANUARY 31, 2019-GLENN HARVEY 404 LOUISE AVE NE, VALDESE:** Mr. Harvey informed Council that he would like to discuss the minutes of the January 31, 2019 meeting. Mr. Harvey expressed concerns as the minutes appear to imply that Mr. Harvey was asking the Town for more data and the response was that the Town has all of the necessary data through WPCOG studies and reports. Mr. Harvey shared that he was not looking for more data; he would like the Town to make more use of the data when putting together proposals and making decisions. Mr. Harvey provided an example from the aforementioned meeting, stating that Council heard justifications for why a newer, bigger public safety building was being proposed but was not presented with data to support those justifications. Mr. Harvey expressed a desire to have "Council operate like a board of directors and expect staff to come forth with proposals that are grounded with solid data and statistics." Mr. Harvey finished by encouraging Council to consider making an investment with a consultant to dig in deeper to determine if there is another way to do things; stating that ISO9000 may be more beneficial than continuing to invest in structural engineers and architects.

**ADDITION TO NEW BUSINESS:** Mayor Black informed Council that there has been a last minute request to add an item under new business.

Councilwoman Stevenson made a motion to add Resolution for Lakeside Greenway Connector Project as Item H under new business, seconded by Councilman Ogle. The vote was unanimous.

**CONSENT AGENDA:** (enacted by one motion)

**APPROVED SPECIAL MEETING MINUTES OF JANUARY 31, 2019**

**APPROVED REGULAR MEETING MINUTES OF FEBRUARY 4, 2019**

**SET PUBLIC HEARING DATE FOR ZONING MAP AMENDMENT #1-2-19:** Staff received a petition from Striker Properties LLC, requesting their property be rezoned from M-1 Manufacturing to B-2 General Business. A public hearing will be held on Monday, April 1, 2019 for Zoning Map Amendment 1-2-19.

**APPROVED REQUEST TO SELL WINE AT APRIL CRAFT MARKET:** Waldensian Heritage Wines has been authorized to sell wine at the April Craft Market event on April 13, 2019 from 9:00 a.m. to 4:00 p.m. at Old Rock School.

**APPROVED REAPPOINTMENT TO VALDESE ABC BOARD:** John Heilman was reappointed to the Valdese ABC Board for a first, full three-year-term which expires April 1, 2022.

**APPROVED SUNDAY, APRIL 14, 2019 AS TAX LIEN ADVERTISING DATE FOR REAL & PERSONAL PROPERTY**

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**APPROVED BUDGET AMENDMENTS:**Monday, March 04,  
2019

Valdese Town Council Meeting

Budget Amendment # 25

Subject: Waterside tax incentive agreement  
refund of 50% of taxes paid exceeds current budget amount

**Memorandum:**

As per discussions held in previous council meetings pertaining to the subject, the following budget amendment is essential in order to appropriate the necessary funds.

**Proposed Action:**

BE IT ORDAINED by the Governing Board of the Town of Valdese, North Carolina that the following amendment is made to the annual budget ordinance for the fiscal year ending June 30, 2018:

**Section I:**

To amend the General Fund, the expenditures are to be changed as follows:

Account	Description	Increase/ Debit	Decrease/ Credit
10.3120.001	Tax Refunds - Waterside	3,909	
Total		\$3,909	

This will result in a net decrease of \$3909 in the revenues of the General Fund. To provide funding for the above, the following revenue budgets will be increased. These additional revenues have already been received.

Account	Description	Decrease/ Debit	Increase/ Credit
10.3010.161	2016 Ad Valorem Tax		3,909
Total			\$3,909

**Section I:**

Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, to the Budget Officer and the Finance Officer for their direction.

Monday, March 04,  
2019

Valdese Town Council Meeting

Budget Amendment # 26

Subject: Unrecognized Revenue in Lakeside Park CPO

**Memorandum:**

As per discussions held in previous council meetings pertaining to the subject, the following budget amendment is essential in order to appropriate the necessary funds.

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**Proposed Action:**

BE IT ORDAINED by the Governing Board of the Town of Valdese, North Carolina that the following amendment is made to the annual budget ordinance for the fiscal year ending June 30, 2018:

**Section I:**

To amend the General Fund, the expenditures are to be changed as follows:

Account	Description	Increase/ Debit	Decrease/ Credit
53.6200.151	Other Improvements	26,467	
Total		\$26,467	

This will result in a net increase of \$26,467 in the expenditures of the Lakeside Park Fund. To provide funding for the above, the following revenue budgets will be increased. These additional revenues have already been received.

Account	Description	Decrease/ Debit	Increase/ Credit
53.3970.022	Donations		25,000
53.3970.003	Donations-Kellex		1,467
Total			\$26,467

**Section I:**

Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, to the Budget Officer and the Finance Officer for their direction.

Councilman Ogle made a motion to approve the aforementioned items on the Consent Agenda, seconded by Councilwoman Stevenson. The vote was unanimous.

***End Consent Agenda*****ITEMS REMOVED FROM CONSENT AGENDA:****APPROVED RESOLUTION IN SUPPORT OF A STATEWIDE INITIATIVE FOR LEGISLATIVE FUNDING TO RE-ESTABLISH A PASSENGER RAIL CONNECTION FOR WESTERN NORTH CAROLINA:****RESOLUTION**

**IN SUPPORT OF A STATEWIDE INITIATIVE FOR LEGISLATIVE FUNDING TO RE-ESTABLISH  
A PASSENGER RAIL CONNECTION FOR  
WESTERN NORTH CAROLINA**

**WHEREAS**, rail service is an integral part of a comprehensive transportation system for the State of North Carolina; and,

**WHEREAS**, the Western North Carolina Rail Committee, Inc. has worked persistently in support of improved rail service and connectivity since 1999. These local communities, Asheville, Black Mountain, Old Fort, Marion, Morganton, Valdese, Hickory, Conover, Statesville and Salisbury would thus benefit from WNC Thruway Bus service; and,

**WHEREAS**, economic development, tourism and job creation will benefit through the enhancement of a passenger rail and bus system that serves the citizens of North Carolina and visitors to our state; and,

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**WHEREAS**, we applaud the State of North Carolina for development of comprehensive intercity rail and transportation services in urban jurisdictions through the state, and recognize that Asheville and Western North Carolina have been without a passenger rail connection since 1975; and,

**WHEREAS**, there is a vital need to provide a strong and balanced transportation system that promotes freight and passenger service; and,

**WHEREAS**, an increase in state funding for bus-rail service in North Carolina is necessary to connect our small urban and rural areas of the state with the urbanized centers of our state; and,

**WHEREAS**, support by local and state elected officials is essential for the future of alternative transportation in North Carolina, such as the successful Amtrak Thruway bus-rail service between Morehead City and Wilson and between Wilmington and Wilson; and,

**WHEREAS**, support and utilization of transportation improvements by business and commercial interests is essential for the successful deployment of alternative transportation modes in North Carolina, especially in Western North Carolina; and,

**WHEREAS**, this resolution is a vehicle to express the twenty years of unified support of communities and chambers of commerce throughout Western North Carolina for increased statewide funding for bus- rail service; and,

**WHEREAS**, rail and bus linkages between communities and regions within North Carolina establish and strengthen social, historical, commercial and cultural bonds; and,

**WHEREAS**, the average return on investment for the surrounding community for station revitalizations throughout North Carolina is more than one dollar for every dollar invested, as demonstrated in Salisbury, Morganton, Marion, Old Fort and Asheville (with purchase of land); and,

**WHEREAS**, the associated improvements to rail facilities have increased the efficiency and safety of rail service, helped attract new freight traffic and provided environmental benefits by reducing the impact of traffic congestion on North Carolina's highways, particularly Interstate 40; and,

**WHEREAS**, an integrated bus-rail system will enhance accessibility and reliability for citizens, tourists and businesses in Western North Carolina, and by extension to the entire State of North Carolina; and,

**WHEREAS**, North Carolina Department of Transportation's Rail Division has agreed to manage, subject to NC Legislative appropriation, contract development and implementation of Amtrak Thruway bus service between Salisbury and Asheville, similar to the successful Amtrak Thruway bus-rail service in Eastern North Carolina that was intended to be extended to Western North Carolina.

**WHEREAS**, the WNC Rail Committee is committed to working with the local communities to effectively market Thruway Bus service in WNC and provide other local assistance/services as appropriate to help insure the connection service's long term success; and,

**NOW, THEREFORE, BE IT RESOLVED**, that the Town of Valdese, through the adoption of this resolution, fully supports the creation of an attractive, marketable and cost effective bus-rail connection service for Western North Carolina, that includes sufficient new funding for a two year trial period by the North Carolina General Assembly to the North Carolina Department of Transportation Rail Division for the proposed Amtrak Thruway bus service between Asheville and Salisbury. This service will be evaluated prior to the completion of two years of service by Amtrak, the North Carolina Department of Transportation Rail Division, the Western North Carolina Rail Committee, Inc. and the communities served by the Salisbury-Asheville bus-rail connection to determine its viability and whether continued funding from the North Carolina General Assembly should be sought by the parties.

Adopted this 4<sup>th</sup> day of March, 2019

TOWN OF VALDESE

By: /s/ John F. Black, Jr., Mayor

Councilwoman Hildebran asked Planning Director Larry Johnson for an update on this initiative as it has been discussed for many years. Mr. Johnson informed Council that the WNC Rail Committee has formed a 501(c)(3) to support Western North Carolina rail services from Salisbury to Asheville. Mr. Johnson shared that after many years of trying to establish this service, the Committee identified a need to support all aspects of train service, not just passenger. Mr. Johnson informed Council that the aforementioned

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resolution is presented in support of establishing bus-rail connection service for Western North Carolina. The next WNC Rail Committee meeting is Monday, March 25, 2019.

Councilwoman Hildebran made a motion to approve the aforementioned resolution, seconded by Councilman Thompson. The vote was unanimous.

**INTRODUCTION OF NEW EMPLOYEE:** Public Works Director Bryan Duckworth introduced Utility Field Services Technician Richard Damron.

**AUDIT REPORT PRESENTATION – FY 17-18 – LOWDERMILK CHURCH & CO., LLP:** (Copy of audit on file in the Office of Finance Director.) Mr. Phil Church of Lowdermilk Church & Co., presented the 2017-2018 audit. Mr. Church thanked Finance Director Bo Weichel, staff, and Town Manager Seth Eckard for all of their help during this audit. Mr. Church informed Council that highlight sheets had been provided as a detailed report of the audit will not be provided at this time; however, Mr. Church is available to meet with any member of Council if they would like further review of the audit. Mr. Rick Hammer reviewed the following highlight sheets:

TOWN OF VALDESE							
Financial Highlights							
Years Ended June 30, 2018 and 2017							
	2018 Summarized Budget	2018	2017		2018	2017	
<b>General Fund (Includes Powell Bill Funds)</b>					<b>Water and Sewer Fund</b>		
Total assets		\$ 2,549,184	\$ 2,700,775	Cash, cash equivalents and investments	\$ 537,544	\$ 1,775,921	
Fund balance		\$ 2,166,052	\$ 2,341,540	Total assets	\$22,896,369	\$21,138,764	
Fund balance - Reserved for Streets - Powell Bill (included in total fund balance)		\$ 35,528	\$ 17,091	Net position	\$20,252,056	\$20,074,441	
Total revenue	\$ 4,759,589	\$ 4,725,397	\$ 4,398,374	Operating revenue	\$ 4,675,456	\$ 4,633,657	
Total expenditures	\$ 6,023,374	\$ 6,466,899	\$ 5,897,561	Operating expenses	\$ 4,460,705	\$ 3,301,400	
Revenues over (under) expenditures before other financing sources (uses)		\$(1,741,501)	\$(1,499,188)	Operating income (loss)	\$ 214,751	\$ (667,744)	
Other income (expense)	\$ 1,263,785	\$ 1,566,013	\$ 1,435,014	Nonoperating revenue (expenses)	\$ (66,441)	\$ (81,893)	
Increase (decrease) in fund balance		\$ (175,488)	\$ (64,175)	Transfer (to) from	\$ (815,348)	\$ (585,000)	
Ad valorem taxes collected		\$ 1,974,578	\$ 1,885,682	Capital Contributions	\$ 909,142	\$ -	
Percent of taxes collected - current year levy		96.39%	94.19%	Change in net position, includes \$856,470 of depreciation expense 2018	\$ 242,104	\$ (1,334,637)	
Investment income		\$ 11,611	\$ 4,463	Accounts receivable - customers	\$ 506,592	\$ 552,638	
				Investment income	\$ 5,561	\$ 7,255	
				Days sales in accounts receivable	39.54	43.53	
<b>Fund Balance Available</b>				<b>Fund Balance Available</b>			
Unassigned Fund Balance		1,206,161	1,239,809	Unrestricted Fund Balance	\$ 1,559,068	\$ 1,288,550	
Expenditures and other financing sources and uses		6,495,274	5,913,261	Expenditures and other financing sources and uses	5,276,053	5,977,148	
Unassigned Fund Balance Percentage		18.56%	20.96%	Unrestricted Fund Balance Percentage	29.54%	21.59%	

\* Local Government Commission minimum recommended general fund balance should be at least 8% of general fund expenditures at the end of the fiscal year.

The Unassigned Fund Balance of General Fund and Utility Fund were \$1,206,161 and \$1,559,068, respectively. Ad valorem tax collections were \$1,974,578 which was 96.39 percent of the levy.

Councilwoman Hildebran asked if the auditors would be able to do an in-depth analysis of the Town's finances to determine if the Town is able to fund a new building. Mr. Church indicated that this analysis may be something Lowdermilk Church & Co. could provide.

After a brief discussion, Councilman Ogle made a motion to accept the 2017-2018 audit report as presented, seconded by Councilwoman Hildebran. The vote was unanimous.

**APPROVAL OF FY 18-19 AUDIT CONTRACT – LOWDERMILK CHURCH & CO., LLP:** Finance Director Bo Weichel informed Council that the FY 2018-2019 audit contract was being presented in the amount of \$15,960. The fee did not increase from last year.

Councilwoman Hildebran made a motion to approve the aforementioned contract for the FY 2018-2019 audit report, seconded by Councilman Thompson. The vote was unanimous.

**ARBOR DAY PROCLAMATION AND CEREMONY UPDATE:** Public Works Director Bryan Duckworth informed Council that the Arbor Day Event will be held on Friday, March 22, 2019, in conjunction with Valdese Elementary School Fourth Graders. Mr. Duckworth shared that students will be presented with a small tree that they can take home and plant.

Mayor Black presented the following proclamation:

### ARBOR DAY 2019 PROCLAMATION

March 4, 2019, MB#31

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, the holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, 2019 is the 147<sup>th</sup> Anniversary of the holiday and Arbor Day is now observed throughout the nation and the world; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut our heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and beautify our community; and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal; and

WHEREAS, the Town of Valdese has received the prestigious Tree City USA award for the past 31 years.

NOW, THEREFORE, I, John F. Black, Jr., Mayor of the Town of Valdese, North Carolina, do hereby proclaim Friday, March 22, 2019, as the 147<sup>th</sup> Anniversary celebration of

***“Arbor Day 2019”***

in the Town of Valdese and the Town will hold an Arbor Day Event in conjunction with Valdese Elementary School at Valdese Town Hall on Friday, March 22, 2019, 1:30 p.m., with the Arbor Day Tree planting and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands; and

FURTHER, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

This 4<sup>th</sup> day of March, 2019.

/s/ John F. Black, Jr., Mayor

**PUBLIC HEARING FOR AMENDMENTS TO ZONING ORDINANCE:** Planning Director Larry Johnson presented the Planning Board recommendation for Text Amendment #01-02-19 with various amendments to Definitions, General Provisions, Use by Districts, Special Requirements for Certain Uses, and Sign Regulations. Mr. Johnson informed Council that the proposed amendments will limit the size of accessory buildings, allow light manufacturing in a commercial district, and redefine retail establishments. The Planning Board also recommends that Council approve flag signs in two zoning districts and clarify sign language in the Central Business District. **(Amendments may be found in Ordinance Book No. 9, page 144.)**

Mayor Black opened the Public Hearing and asked if anyone wished to speak either for or against the proposed amendments.

**MR. TONY PIZZELANTI. 135 GRANDFATHERS PASS. VALDESE** Mr. Pizzelanti spoke in favor of the zoning changes. Mr. Pizzelanti informed Council that he recently purchased a property that will benefit from these changes. If the amendments are approved, Mr. Pizzelanti will produce paper straws to assist with the efforts to transform from plastic to paper products. Mr. Pizzelanti explained that the current wait time to purchase paper straws is eight weeks; however, his new company will be able to produce 500,000 straws per day and will employ approximately ten local citizens.

**MS. KRISTINA MERCER. 800 ZELINE AVENUE NE. VALDESE** Ms. Mercer informed Council that she is the manager of Highlands Family Farm. The company is hoping to expand their business and establish a location in Valdese. Ms. Mercer explained that Highlands Family Farm would have a butcher shop where consumers can order items cut to their specifications. Ms. Mercer shared that they currently outsource all of their processing at an approximate annual cost of \$53,000. If the zoning amendments are approved,

**March 4, 2019, MB#31**

Highlands Family Farm can bring that process in house at their new location in Valdese. Ms. Mercer finished by sharing that, if the amendments are approved, they hope to be up and running within the next year.

There being no one else wishing to speak, Mayor Black closed the public hearing.

Councilman Ogle made a motion to approve Text Amendment #01-02-2019 as presented, to become effective immediately, seconded by Councilman Thompson. The vote was unanimous.

**NEIGHBORHOOD REVITALIZATION PROGRAM GRANT AGREEMENT, FUNDING APPROVAL, AND IMPLEMENTATION SCHEDULE:** Planning Director Larry Johnson informed Council that the Town has been awarded a CDBG grant in the amount of \$350,600 from the NC Department of Commerce for the Neighborhood Revitalization Scattered-site Program. Mr. Johnson shared that this program will assist with the rehabilitation of 12 homes scattered throughout Valdese. Prior to the release of funds, Council must adopt and approve various items. The first step is to approve the Grant Agreement, Funding Approval, and Implementation Schedule; and to identify Town Manager Seth Eckard, Planning Director Larry Johnson, Finance Director Bo Weichel, and Councilman Roy Sweezy on the signatory cards for the project. Mr. Johnson shared that additional items will be presented at the April 1, 2019 meeting.

Councilman Ogle made a motion to approve the aforementioned Grant Agreement, Funding Approval, Implementation Schedule and signatory cards, as presented, seconded by Councilwoman Stevenson. The vote was unanimous.

**AMENDMENT TO TOBACCO USAGE ORDINANCE:** Parks and Recreation Director Doug Knight informed Council that Burke Youth Health Coalition previously expressed concerns with smoking in parks and other Town-owned properties. Mr. Knight shared that some confusion existed with the current language in the ordinance and recommended that Council amend the ordinance to state that smoking was not permitted on Town property. Mr. Knight presented the following resolution:

**RESOLUTION ADOPTING AMENDMENT TO THE TOWN  
SMOKING AND E-CIGARETTE ORDINANCE**

WHEREAS, Sections 8-5006 through 8-5010 of the Valdese Town Code regulate smoking and the use of e-cigarettes in town buildings and vehicles and in town parks and sports facilities; and

WHEREAS, the town council desires to amend Sections 8-5006 and 8-5007 to prohibit smoking and the use of e-cigarettes on Town Grounds;

NOW, THEREFORE, IT IS ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF VALDESE AS FOLLOWS:

Section 8-5006 of the Valdese Town Code is amended to read as follows:

“Section 8-5006 Definitions.

- (a) “E-cigarette” shall mean any noncombustible product that employs a heating element, battery, or electronic circuit regardless of shape or size and that can be used to heat a liquid nicotine solution contained in a vapor cartridge. The term includes an electronic cigarette, electronic cigar, electronic cigarillo and electronic pipe. The term does not include any product regulated by the United States Food and Drug Administration under Chapter V of the federal Food, Drug and Cosmetic Act.
- (b) “Smoking” shall mean the use or possession of a lighted cigarette, lighted cigar, lighted pipe, or any other lighted tobacco product.
- (c) “Tobacco product” shall mean any product containing, made, or derived from tobacco that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled,

**March 4, 2019, MB#31**

snorted, sniffed, or ingested by any other means, or any component part of accessory of a tobacco product, including but not limited to cigarettes, cigars, little cigars, cheroots, stogies, periques, granulated, plug cut, crump cut, ready rubbed, and other smoking tobacco, snuff, snuff flour, Cavendish, plug and twist tobacco, fine-cut and other chewing tobacco, shorts, refuse scraps, clippings, cutting and sweepings of tobacco, and other kinds and forms of tobacco. A tobacco product excludes any product that has been approved by the United States Food and Drug Administration for sale as a tobacco cessation product, as a tobacco dependence product, or for other medical purposes, and being marketed and sold solely for such an approved purpose.

- (d) "Town Building" shall mean a building owned or leased by the Town of Valdese and occupied, managed or controlled by the town including, but not limited to, the Old Rock School building and the Valdese Community Center.
- (e) "Town Grounds" shall mean all unenclosed areas owned, leased, or occupied by the Town.
- (f) "Town Park or Sports Facility" shall mean a park or a sports facility owned, leased or operated by the Town of Valdese including, but not limited to, Valdese Community Center, McGalliard Falls Park, Children's Park, Fletcher Ball Park, the track and football facility located behind the Old Rock School including Joe Temple Field and Michael Jeffrey Morse Field House, Valdese Family Splash Park, and Lakeside Park.
- (g) "Town Vehicle" shall mean a passenger carrying vehicle owned, leased or otherwise controlled by the Town of Valdese and assigned permanently or temporarily to town employees, agencies, institutions, or facilities for official town business.
- (h) "Universal "No-Smoking and Use of Tobacco Products Prohibited" Symbol" shall mean a symbol consisting of a pictorial representation of a burning cigarette and tobacco product enclosed in a red circle with a red bar across it.

Section 8-5007 of the Valdese Town Code is amended to read as follows:

"Section 8-5007 Areas Where Smoking and the Use of Tobacco Products and E-cigarettes are prohibited.

Smoking and the use of tobacco products and E-cigarette are prohibited in the following locations:

- (1) Town Buildings;
- (2) Town Grounds;
- (3) Town Vehicles; and
- (4) Town Parks and Sports Facilities."

This ordinance shall take effect upon its adoption.

THIS, the 4<sup>th</sup> day of March, 2019.

TOWN OF VALDESE  
By:/s/ John F. Black, Jr., Mayor

ATTEST:  
/s/ Town Clerk

Councilwoman Stevenson made a motion to approve the aforementioned resolution, seconded by Councilman Thompson. The vote was unanimous.

**RESOLUTION FOR LAKESIDE GREENWAY CONNECTOR PROJECT:** Parks and Recreation Director Doug Knight presented the following resolution:

**RESOLUTION**

March 4, 2019, MB#31

WHEREAS, the Valdese Town Council desires to sponsor, the Lakeside Greenway Connector Project, which includes site preparation and construction of a bridge across McGalliard Creek connecting the new Lakeside Greenway with the town's existing McGalliard Falls Park; and the Council understands that the project will create environmental, social, and economic benefit in support of regional connectivity and eco-tourism;

NOW, THEREFORE, BE IT RESOLVED THAT:

- 1) The Council requests the State of North Carolina to provide financial assistance to the Town of Valdese for the Lakeside Greenway Connector Project in the amount of \$ 100,000 or 75 percent of project construction cost, whichever is the lesser amount;
- 2) The Council commits to payment of remaining project costs, at least 25% of project costs;
- 3) The Council will obtain all necessary State and Federal permits;
- 4) The Council will assure that the project is completed within the 2-year grant period.

Adopted by the Valdese Town Council this 4<sup>th</sup> day of March, 2019.

/s/ Frances Hildebran, Town Clerk

/s/John F. Black, Jr., Mayor

Councilman Ogle made a motion to approve the aforementioned resolution, seconded by Councilwoman Stevenson. The vote was unanimous.

**MANAGER'S REPORT:** Town Manager Seth Eckard made the following announcements:

Council's Annual Budget Retreat is scheduled for Monday, March 18, 2019, 1:00 p.m. in the Waldensian Room at Old Rock School.

Movies at the Rock, Jurassic Park, is scheduled for Friday, March 8, 2019 at 7:00 p.m.

Litter Program Update – Public Works Director Bryan Duckworth stated that the Town usually starts litter pickup efforts in April, in conjunction with the annual NCDOT Litter Sweep. Due to current concerns with litter, Public Works started now. Mr. Duckworth shared that to date, 44 hours have been spent picking up litter and approximately 156 bags of litter have been removed from the roadside. Mr. Duckworth will continue to allocate resources and seek volunteers to help with this effort.

**MAYOR AND COUNCIL COMMENTS:** Councilman Ogle expressed his appreciation to the Police Department for their efforts monitoring neighborhoods, especially near Dixie Avenue.

Councilwoman Hildebran provided the following update on the Library Project: much progress has been made at the work site as construction continues on the expansion; exterior walls are up and the slab will be poured this week; roof trusses and window framing will be delivered soon; and selection of interior finishes such as flooring, base molding, countertop laminate, and cabinet laminate has been finalized.

**ADJOURNMENT:** At 7:30 p.m., there being no further business to come before Council, Councilman Ogle made a motion to adjourn, seconded by Councilwoman Stevenson. The vote was unanimous.

The next meeting is a regularly scheduled meeting on Monday, April 1, 2019, 6:00 p.m., Valdese Town Hall.

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Town Clerk  
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Mayor

March 18, 2019, MB#31

**TOWN OF VALDESE**  
**ANNUAL COUNCIL/DEPARTMENT HEAD BUDGET RETREAT**  
**MONDAY, MARCH 18, 2019**

The Valdese Town Council met on Monday, March 18, 2019, 1:00 p.m., for the Annual Budget Retreat, Old Rock School, Waldensian Room, 400 Main Street West, Valdese, North Carolina. The following members were present: Mayor John F. "Chip" Black, Jr., Councilman Keith Ogle, Councilwoman Frances Hildebran, Councilwoman Susan Stevenson, Councilman J. Andrew Thompson, and Councilman Roy Sweezy. Also present: Town Manager Seth Eckard, Deputy Town Clerk Courtney Kennedy, and all Department Heads.

Absent: None

A quorum was present.

**CALL TO ORDER** At 1:00 p.m., Mayor Black opened the meeting and welcomed everyone. Mr. Black encouraged department heads to be open in sharing thoughts and ideas.

**FINANCE DEPARTMENT** Finance Director Bo Weichel provided an overview of the Town's revenues, debts, and fund balance. Mr. Weichel informed Council that revaluation of real property is complete; Burke County had a net increase of approximately seven (7) percent; Valdese had a net increase of approximately ten (10) percent. Mr. Weichel shared that these numbers are before any appeals. Mr. Weichel shared that the Town of Valdese may see an increase of \$125,000 in tax revenue.

Councilman Ogle asked for clarification on what options the Town has with regard to the revaluation. Town Manager Seth Eckard shared that Council can set the tax rate every year. This allows the Town to maintain the same tax rate, adjust the tax rate to remain revenue neutral, or some combination of the two. Mr. Eckard shared that the Town may see a reduction of about 1% based on appeals and that \$125,000 is a conservative number. Mr. Eckard pointed out that about eight years ago property values decreased approximately 10% and property values have not reached the prerecession level yet.

**ADMINISTRATION & PLANNING DEPARTMENT** Planning Director Larry Johnson provided an overview of code enforcement accomplishments for FY 18-19 and a comparison to the previous fiscal year, showing that code enforcement efforts increased significantly during this fiscal year. Mr. Johnson introduced Ms. Alison Adams of WPCOG. Ms. Adams shared that WPCOG currently provides code enforcement services for 18 municipalities. Ms. Adams shared that WPCOG will bring an unbiased approach to minimal housing standards, non-residential minimum standards, nuisances address, abandoned junk nuisance motor vehicles, and abandoned manufactured homes. If Council decides to contract with WPCOG for code enforcement services, Council will be asked to adopt ordinances to be consistent with all other municipalities that participate in the service. Ms. Adams shared that in the Town's current codes, there are some redundancies and the ordinances are wordy, but they are close to what will be presented to Council. Ms. Adams introduced Code Enforcement Officer Billy Rickles. Discussion of the ordinances and a comprehensive overview of the service was provided. Ms. Adams and Mr. Rickles will attend the April 15, 2019 Budget Workshop to provide a presentation on how the software works.

Planning Director Larry Johnson provided Council with a summary of zoning permits issued and housing developments for FY 18-19. Mr. Johnson also informed Council of the Planning Board agenda for 2019, which includes Central Business District expansion, rewrite of the permitted use and standards for the Commercial Zoning District, and complete rewrite of the zoning ordinance and subdivision regulations. Mr. Johnson informed Council that a server upgrade with an approximate cost of \$10,000 will be requested in the FY 20-21 Budget.

**UTILITY DEPARTMENTS** Water Resources Director Greg Padgett provided a presentation on recent accomplishments at the Wastewater and Water Treatment Plants, identifying various projects that have been completed. R.J. Mozeley of McGill Associates provided updates on current projects and presented the Water Resources Capital Improvement Plan. Dale Schepers of McGill Associates provided an overview of the Water and Sewer Utility Fund Summary Financial Analysis and Funding Awards Summary.

**PUBLIC WORKS** Public Works Director Bryan Duckworth informed Council that the Public Works Department successfully made multiple water line replacements and completed street improvements throughout the town. Mr. Duckworth noted that the Town did experience an increase in water line breaks due to the extreme cold weather. Mr.

**March 18, 2019, MB#31**

Duckworth identified priority items for FY 2019-2020 such as the meter replacement project and increased funding for street paving. Mr. Duckworth also discussed the Utility System Performance Report.

**PARKS & RECREATION** Parks and Recreation Director Doug Knight discussed various improvements within his department. Mr. Knight provided an overview and compared current revenues to previous years, identifying an increase of at least \$3,000. Mr. Knight compared current fees to other municipalities and highlighted consistencies or reasons for differences. Mr. Knight shared that a goal for this year is to implement software that will provide additional data tracking capabilities at the Recreation Center, such as program enrollment, type of membership, and other facility usage information. Mr. Knight informed Council that the vision for the Valdese Lakeside Park during FY 19-20 is to continue seeking grant funding based on a phased approach to the park, with no Town funds being spent on the project.

**FIRE DEPARTMENT** Fire Chief Charlie Watts shared departmental accomplishments including the acquisition of the new ladder truck, the Junior Firefighter Program, and the Mingle with Kris Kringle event. Chief Watts informed Council that he is requesting CIP funding to purchase a rescue UTV. Mr. Watts also provided an overview of calls and activities throughout FY 18-19 at the Fire Department. Mr. Watts expressed concerns with recruiting fire engineers. Chief Watts informed Council he will be retiring June 30, 2019.

**POLICE DEPARTMENT** Police Chief Jack Moss shared Police Department accomplishments for FY 18-19 and identified objectives for FY 2019-2020. Chief Moss informed Council that he is not requesting any CIP money for his department this year. Chief Moss shared that the overall call volume has increased at the Police Department, totaling over 14,000 calls. Chief Moss expressed concern over recruiting officers. Chief Moss informed Council that he would like to implement a take-home-car policy for officers; the policy will have parameters and will be contingent on what the fleet can support.

Councilman Ogle asked if it was possible to pay to send officers to school as a condition of employment. Chief Moss expressed concerns about contracting with employees, especially if there are performance concerns.

**DINNER** At 5:30 p.m., Mayor Black invited everyone to enjoy dinner by Myra's Catering. At 6:00 p.m., Mayor Black called the meeting back to order.

**HUMAN RESOURCES** Human Resources Director Courtney Kennedy provided an overview of departmental accomplishments in FY 18-19 and goals for FY 2019-2020. Ms. Kennedy informed Council that staff has partnered with HR Essentials Consulting to conduct a market study and personnel policy rewrite. The personnel policy will be presented at the April 15, 2019 Budget Workshop. Ms. Kennedy informed Council that several revisions and modifications were made to the pay study in an attempt to have the largest impact on the largest number of employees. At the last minute, it was determined that a final version of the study was ready to be presented at this meeting and David Hill of HR Essentials Consulting was asked to attend.

Mr. Hill provided an overview of the study he conducted and shared that the Town of Valdese is 7.5 percent behind the market. Mr. Hill shared that the municipalities he used for this study are within driving distance and would not require relocation, if the employee left their position with the Town of Valdese. Mr. Hill also studied compression within the Town of Valdese; identifying two people in the same position, one with fourteen years of service and one with under two years of service. The fourteen-year employee is making only \$20.00 more per year. After discussing the findings, Mr. Hill recommended that Council move every employee to the minimum salary of the market supported grade for their position, at the same compa-ratio to their current classification and grade. This option would cost the Town approximately \$500,000. After analyzing approximately ten options, the recommendation is to move all employees to five percent above the new minimum for their position classification, if their current salary is not in excess of this number, the employee will be given an additional percentage increase based on years of service. If the employee's current salary is in excess of all of those steps, they will be given a 1% increase so that every employee receives an adjustment.

Mayor Black asked that supporting information, including Mr. Hill's presentation, be sent to Council.

**COMMUNITY AFFAIRS** Community Affairs Director Morriisa Angi summarized major events that were held in FY 18-19. Ms. Angi shared that the storage space behind the Waldensian Room has recently been transformed into additional, rentable space at Old Rock School which provides an opportunity for additional revenue. Ms. Angi highlighted the growth of the Town's social media presence and changes to the Family Fun Nights schedule. Ms. Angi finished her presentation by identifying FY18-19 accomplishments the proposed fee schedule and lease rates at Old Rock School, and FY 19-20 CIP requests to paint the auditorium at Old Rock School and replace the flooring and roof at Teacher's Cottage.

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**GENERAL DISCUSSION** None.

**ADJOURNMENT** – Mayor Black adjourned the meeting at 8:03 p.m.

The next meeting is a regularly scheduled meeting on Monday, April 1, 2019, 6:00 p.m., Valdese Town Hall.

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Town Clerk

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Mayor

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**TOWN OF VALDESE  
TOWN COUNCIL SPECIAL CALLED MEETING  
THURSDAY, FEBRUARY 28, 2019, 1:00 P.M.**

The Town of Valdese Town Council met on Thursday, February 28, 2019, at 1:00 p.m., to tour Conover Fire Station #2 with staff to assist with decisions related to the Valdese Police and Fire Department Building. Members of Council met at Conover Fire Station #2, 1011 1<sup>st</sup> Street W, Conover, North Carolina. The following were present: Mayor John F. "Chip" Black, Jr., Councilman Keith Ogle, Councilwoman Frances Hildebran, Councilwoman Susan Stevenson, Councilman J. Andrew Thompson, Councilman Roy Sweezy, Town Manager Seth Eckard and various department heads.

Absent: None.

A quorum was present and no action was taken.

Mayor Black called the meeting to order at 1:00 p.m. He said this was a Special Called Council Meeting to tour the facility with staff to assist with decisions related to the Valdese Police and Fire Department Building.

**TOUR OF CONOVER FIRE STATION #2:** Conover fire personnel guided Council through the facility and answered questions related to the building, furnishings, design, and operating costs. Council requested to tour a recently constructed police department and/or a combination police and fire building and requested that staff provide information on how much each facility would cost if constructed today, as the next steps in the process.

Staff will contact the Town of Maiden to schedule a tour of their police department building.

At 2:15 p.m., Councilman Ogle made a motion to adjourn the meeting, seconded by Councilwoman Stevenson. The vote was unanimous.

The next meeting is a regularly scheduled meeting on Monday, March 4, 2019, 6:00 p.m., Valdese Town Hall.

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Town Clerk

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Mayor

**TOWN OF VALDESE  
TOWN COUNCIL SPECIAL CALLED MEETING  
FRIDAY, MARCH 22, 2019, 9:30 A.M.**

The Town of Valdese Town Council met on Friday, March 22, 2019, at 9:30 a.m., to tour the Town of Maiden Police Department with staff to assist with decisions related to the Valdese Police and Fire Department Building. Members of Council met at 201 W Main Street, Maiden, North Carolina. The following were present: Mayor John F. "Chip" Black, Jr., Councilman Keith Ogle, Councilwoman Frances Hildebran, Councilwoman Susan Stevenson, Councilman J. Andrew Thompson, Councilman Roy Sweezy, Town Manager Seth Eckard and various department heads.

Absent: None.

A quorum was present and no action was taken.

Mayor Black called the meeting to order at 9:30 a.m. He said this was a Special Called Council Meeting to tour the facility with staff to assist with decisions related to the Valdese Police and Fire Department Building.

**TOUR OF MAIDEN POLICE DEPARTMENT:** Maiden Police Chief Tracy Ledford and Town Manager Todd Herms conducted a tour of the new police facility. The facility opened last year and provides more room for the police force. Staff explained that the facility also provides better security and technology for personnel. Throughout the tour, Council and staff discussed the building, furnishings, design, and operating costs.

At 10:25 a.m., Councilman Sweezy made a motion to adjourn the meeting, seconded by Councilman Ogle. The vote was unanimous.

The next meeting is a regularly scheduled meeting on Monday, April 1, 2019, 6:00 p.m., Valdese Town Hall.

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Town Clerk

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Mayor

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# LITTER SWEEP

## NORTH CAROLINA

### APRIL 13-27, 2019

### *Volunteer Locally*

North Carolina Department of  
Transportation Biannual Cleanup Drive  
*Forms, posters and telephone listings  
are available on our website.*

[ncdot.gov/littersweep](http://ncdot.gov/littersweep)

Share your clean-up images at:  
**#LitterSweepNC**



**ADOPT-A-HIGHWAY**  
Learn how you can help keep  
North Carolina beautiful.  
[apps.ncdot.gov/LM](http://apps.ncdot.gov/LM)



#### **SWAT-A-LITTERBUG**

Littering is illegal and a fineable offense upon conviction. G.S. 14-399. Let us know when a person is littering by contacting Litter Management through the Online Swat-A-Litterbug process or by calling the NC State Highway Patrol at \*HP or NCDOT Customer Service at **877-DOT-4YOU (877-368-4968)**. Find out more at [ncdot.gov/litterbug](http://ncdot.gov/litterbug).

VOLUNTEER SAFETY RULES AND GUIDELINES

- ▶ Park in areas that: provide safe entrance and exit of the pickup area; do not create hazards with other vehicles and equipment operating near the work area; and provide maximum protection for volunteers getting in and out of the vehicle.
- ▶ All volunteers must wear a NCDOT approved orange safety vest. It is a good practice to wear long-sleeve shirts, gloves and high-top boots to protect against unforeseen hazards.
- ▶ Take extra precautions to prevent heat and cold stress when working in extreme temperatures. Pick up only during daylight hours and stop work during inclement weather.
- ▶ Face oncoming traffic while on foot. Stay off the road at least five feet from the pavement edge.
- ▶ Do not pick up in ditches, tunnels, on road surfaces, bridges, overpasses or medians. Avoid any construction areas.
- ▶ Work in small groups, allowing ample space for each volunteer to work safely.
- ▶ Place tools in a safe position so that sharp points are not exposed.
- ▶ Be aware of hidden obstructions that may have sharp edges and broken glass, especially in grassy areas.
- ▶ Do not attempt to squeeze bags to make room for more trash. Use caution when handling trash bags containing broken or sharp objects. Use proper lifting techniques when lifting bags.

FORMS TO DOWNLOAD

Visit [nccd.gov/littersweep](https://nccd.gov/littersweep) to download forms:

- ▶ Spring 2019 Litter Sweep poster
- ▶ Certificate of Appreciation request form
- ▶ Safety rules and regulations for volunteers
- ▶ Adopt-A-Highway reporting instructions
- ▶ Litter Sweep cleanup procedures
- ▶ Adopt-A-Highway media form
- ▶ For questions or to request copies, call 1-800-331-5864

MATERIALS & PICKUP

Visit your local NCDOT maintenance office for **gloves, safety vests and orange trash bags that are reversible to a blue color for glass, metal and plastic for recycling**. Dispose of recyclables yourself.

Please report pickups online at [apps.nccd.gov/LM](https://apps.nccd.gov/LM) (info needed: **Pickup key, route cleaned, # of volunteers, hours worked, # of recyclable bags and trash bags, and is NCDOT bag pick up needed**) If you are not an Adopt-A-Highway volunteer, please use the Other Volunteer Pickup Key: NSLKC.

**REMINDER:** It is illegal to dispose of aluminum cans and plastic bottles in landfills.

You can access all safety information and videos from our website at [nccd.gov/littersweep](https://nccd.gov/littersweep).

- ▶ Do not pick up what appears to be hazardous material or any type of container with unknown contents (notify your local coordinator or NCDOT maintenance office if you encounter hazardous objects or holes, guy wires and other hidden obstacles in the ground.)
- ▶ Place trash bags where they can be easily retrieved by NCDOT personnel, but well clear of roadway traffic.
- ▶ Do not use or possess illegal drugs or alcohol prior to or during a cleanup.
- ▶ Provide adequate supervision by one or more adults 21 years of age or older for groups that have volunteers 12-17 years of age. All volunteers must be at least 12 years of age with adult supervision to participate.
- ▶ Know the routes to medical care in case of emergency and have a first-aid kit readily available.
- ▶ Conduct a safety meeting for all volunteers prior to each cleanup and go over all safety procedures, rules and guidelines. View the "North Carolina Adopt-A-Highway Safety" video and the "Colorado Meth Lab Waste Recognition" video prior to participating in a cleanup.

HELP KEEP NORTH CAROLINA BEAUTIFUL!

 Please recycle this mailer after use.

North Carolina Department of Transportation  
Litter Management  
1540 Mail Service Center  
Raleigh, NC 27699-1540

THANK YOU  
FOR SAFELY  
PARTICIPATING  
IN LITTER SWEEP

Email to: [kasawyer2@ncdot.gov](mailto:kasawyer2@ncdot.gov)

Mail to: NCDOT Litter Management, 1540 Mail Service Center, Raleigh, NC 27699-1540

DEADLINE TO REQUEST CERTIFICATE IS **MAY 31, 2019**

Email

Phone (Work)

Home

City

State

ZIP

County

Address

Mail to

Issue in name of

REQUEST FOR CERTIFICATE OF APPRECIATION *(Please Print)*

April 13-27, 2019

SPRING 2019  
LITTER SWEEP



## MEMORANDUM

TO: Valdese Town Council

FROM: Morrissa Angi

DATE: March 25, 2019

SUBJECT: Annual Beer & Wine Requests

Mayor & Town Council,

As you all know, this year we have shortened the Family Friday Nights Summer Concert Series Season. With this change, we have added a larger Kickoff Celebration and Season Finale. This year in addition to beer & wine being sold at the major events which include Independence Day and the Waldensian Festival, I am requesting that it be approved to sell beer at the Kickoff & Season Finale Celebrations. I have worked with Friends of the Valdese Rec and local brewery, The Levee to schedule these additional dates. Please find attached request letters for all major upcoming events.

Please note, the offer was made to the Valdese American Legion and due to a shortage of volunteers they respectfully declined to participate this year.

Sincerely,

A handwritten signature in black ink, appearing to read "Morrissa Angi", is written over a large, stylized, and somewhat illegible signature.

Morrissa Angi  
Valdese Community Affairs & Tourism Director



Friends of the Valdese Rec  
Beth Heile  
PO Box 994  
Valdese NC 28690

Town of Valdese,

Friends of the Valdese Rec respectfully request to sell beer at the following events.

- Family Friday Nights Summer Concert Series Kickoff Celebration held on May 24<sup>th</sup> from 7:00pm to 10:00pm in the town parking lot located adjacent to the 100 block of West Main Street in Downtown Valdese from the concession trailer.
- Valdese Independence Day Celebration held on June 28, 2019 from 5:00pm to 11:00pm located in parking spaces located adjacent to the 100 block of West Main Street in Downtown Valdese.
- Waldensian Festival event held on August 9, 2019 from 5:00pm until 11:00pm and August 10, 2019 from Noon until 11:00pm in parking spaces located adjacent to the 100 block of West Main Street in Downtown Valdese.
- Family Friday Nights Summer Concert Series Finale Celebration held on August 30<sup>th</sup> from 7:00pm to 10:00pm in the town parking lot located adjacent to the 100 block of West Main Street in Downtown Valdese from the concession trailer.

Friends of the Valdese Rec is an all-volunteer, 501(c)(3) tax-exempt nonprofit corporation and does have a Special Event permit and will follow the guidelines enforced by the North Carolina ABC Commission.

Sincerely,

Beth Heile  
President



The Levee Brewery & Pub  
Peter Skelton - Owner  
118 Main Street West  
Valdese NC 28690

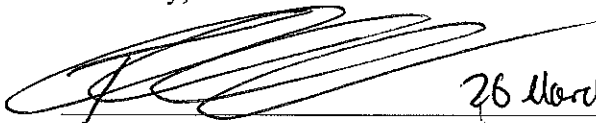
Town of Valdese,

The Levee Brewery & Pub respectfully requests to sell beer at the following events.

- Family Friday Nights Summer Concert Series Kickoff Celebration held on May 24<sup>th</sup> from 7:00pm to 10:00pm in the town parking lot located adjacent to the 100 block of West Main Street in Downtown Valdese from the concession trailer.
- Family Friday Nights Summer Concert Series Finale Celebration held on August 30<sup>th</sup> from 7:00pm to 10:00pm in the town parking lot located adjacent to the 100 block of West Main Street in Downtown Valdese from the concession trailer.

The Levee Brewery & Pub does have a Special Event permit and will follow the guidelines enforced by the North Carolina ABC Commission.

Sincerely,



26 March 2019

Peter Skelton  
Owner, The Levee Brewery & Pub

Eddie & Brenda Zimmerman  
Waldensian Style Wines  
2340 Quail Run  
Connelly Springs, NC 28612

Town of Valdese,

Respectfully request to sell wine at the Independence Day Celebration on June 28, 2019 from 5:00pm until 11:00pm and the Waldensian Festival event held on August 9, 2019 from 5:00pm until 11:00pm and August 10, 2019 from Noon until 11:00pm in in parking spaces located adjacent to the 100 block of West Main Street in Downtown Valdese.

All our wines are listed as North Carolina wines. Waldensian Style Wines does have a Special Event permit and will follow the guidelines enforced by the North Carolina ABC Commission.

Sincerely,



---

Eddie Zimmerman  
Waldensian Style Wines Owner

Waldensian Heritage Wines  
Dennis Powell  
4940 Villar Lane NE  
Valdese NC 28690

Town of Valdese,

Respectfully request to sell wine at the Independence Day Celebration on June 28<sup>th</sup> from 5:00pm until 11:00pm and the Waldensian Festival event held on August 9, 2019 from 5:00pm until 11:00pm and August 10, 2019 from Noon until 11:00pm in parking spaces located adjacent to the 100 block of West Main Street in Downtown Valdese. All our wines are listed as North Carolina wines. Waldensian Heritage Wines does have a Special Event permit and will follow the guidelines enforced by the North Carolina ABC Commission.

Sincerely,

A handwritten signature in black ink, appearing to read "Dennis Powell", is written over a horizontal line.

Dennis Powell  
Waldensian Heritage Wines Board Chair

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF VALDESE  
APPROVING THE NORTH CAROLINA GENERAL RECORDS SCHEDULE  
FOR LOCAL GOVERNMENT AGENCIES RECORDS RETENTION AND  
DISPOSTION SCHEDULE ISSUED MARCH 1, 2019**

**WHEREAS**, the North Carolina Division of Archives and History of the Department of Cultural Resources is responsible for assisting local governments in records management, including the destruction of obsolete records and the protection of essential records as provided by Chapters 121 and 132 of the General Statutes of North Carolina, and;

**WHEREAS**, the municipal records management program provides advice, service and training in the control, maintenance, preservation and disposal of official public records in the custody of local governmental units, and;

**WHEREAS** "Public Record" means any document, paper, letter, map, book, photograph, film, sound recording, magnetic or other tape, electronic data processing record, artifact or other documentary material made or received pursuant to law or ordinance in connection with the transaction of public business by any agency of the North Carolina government or its subdivisions, and;

**WHEREAS**, the Department of Cultural Resources has issued an amendment to the Records Retention Schedule date March 1, 2019, and;

**WHEREAS**, the General Records Schedule for Local Government Agencies Retention and Disposition Schedule is endorsed by the North Carolina Department of Cultural Resources, Division of Historical Resources, Archives and Records Section, Government Records Branch;

**NOW, THEREFORE, BE IT RESOLVED** by the Town of Valdese Town Council that the Council adopts the North Carolina General Records Schedule for Local Government Agencies Retention and Disposition Schedule, as updated by the North Carolina Department of Cultural Resources in accordance with the provision of Chapters 121 and 132 of the General Statutes of North Carolina, dated March 1, 2019, a copy of which is on file in the office of the Town Clerk.

**BE IT FURTHER RESOLVED** this schedule is to remain in effect from the date of approval until it is reviewed and updated.

**PASSED AND APPROVED BY THE TOWN COUNCIL OF THE TOWN OF VALDESE, NORTH CAROLINA**, on this, the 1<sup>st</sup> day of April, 2019; such meeting was held in compliance with the Open Meetings Act, at which meeting a quorum was present and voting.

TOWN OF VALDESE

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John F. Black, Jr., Mayor

ATTEST:

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Frances Hildebran, Town Clerk

## Town of Valdese New Hires

[illegible]

## Memorandum

**TO:** John Black, Mayor  
Valdese Town Council

**FROM:** Hunter Nestor, WPCOG Planner  
Larry Johnson, Planning Director

**SUBJECT:** March 25, 2019  
Rezoning Application 1-2-19

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**APPLICANT**

Adam McCurry, STRIKER PROPERTIES LLC

**PROPERTY OWNERS:**

STRIKER PROPERTIES LLC

**REQUEST:**

Applicant requests properties be rezoned from M-1 Manufacturing to B-2 General Business for a multi-family development to allow downtown residential within walking distance of food and retail along the main street corridor.

**LOCATION:**

108 PRALEY ST SW and Waldo St (Adjacent Parking Lot)

**LAND USE AND ZONING:**

The subject properties are zoned M-1 Manufacturing; 108 PRALEY ST is most recently the location of Laurel House and the other property is public parking lot associated with the building.

**Surrounding Zoning:**

North: Central Business

South: M-1 Manufacturing

East: Central Business and M-1 Manufacturing

West: Central Business

**Surrounding Land Use:**

North: BP Gas Station and Family Dollar

South: Manufacturing

East: Retail and Residential

West: Autozone Retail

**REVIEW/DISCUSSION:**

The Laurel House project has the potential to have numerous residential tenants with potential mixed-use/commercial uses located in the building. Given the proposed revision to the "mixed use" definition, the B-2 General Business designation will allow for the greatest flexibility with this space to incorporate office spaces, retail spaces, restaurant spaces, and potentially residential spaces. This rezoning request is consistent with the Future Land Use

map in the “Valdese Vision” has this area as “Residential”. Planning Board and staff recommends rezoning the properties from M-1 Manufacturing to B-2 General Business.



## TOWN OF VALDESE

### APPLICATION FOR REZONING

Date Filed: 11 Feb. 2019

Application No: 1-2-19

TO THE PLANNING BOARD AND TOWN COUNCIL OF THE TOWN OF VALDESE:

I (We), the undersign, do hereby respectfully make application and request the Planning Board and Town Council to amend the Zoning Ordinance and/or change the Zoning Map of the Town of Valdeese as herein requested, and in support of this application, the following facts are shown:

1. It is desired and requested that the foregoing property be rezoned from M-1 MANUFACTURING District to B-2 GENERAL BUS District
2. The property sought to be rezoned is located at (street address or description of location)
 

108 PRALEY STREET, S.W.

SWQ OF INTERSECTION OF MAIN STREET W AND

PRALEY STREET, S.W.
3. The property sought to be rezoned is owned by:
 

Owners' name(s) STRIKER PROPERTIES, LLC

Size of tract 1.374c + 0.16 AC =  $\approx$  1.53 AC COMBINED

Street Frontage of 219' MAIN ST feet / 216' PRALEY STREET / 273' WALDO STREET

Tax Parcel # Map \_\_\_\_\_ Block \_\_\_\_\_ Lot # DEED 31001/30876

Deed Book 1935 Page 415

(Attach a legal description of all property for which rezoning is requested.  
Copies of deeds are available from the Burke County Register of Deeds Office)

4. The following are the categories of property adjacent to the property request to be zoned:

<u>LOCATION</u>	<u>PRESENT ZONING</u>	<u>PRESENT USE</u>
North	<u>B-1</u>	<u>RETAIL</u>
South	<u>M-1</u>	<u>MANUFACTURING</u>
East	<u>M-1/B-1</u>	<u>RETAIL / RESIDENTIAL</u>
West	<u>B-1</u>	<u>RETAIL</u>

5. Proposed Use: MULTI-FAMILY
6. Circumstances, factors and reasons the applicant offers in support of the application for rezoning: SHRINKING MANUFACTURING NEEDS, ADAPTIVE REUSE  
TO ALLOW "DOWNTOWN RESIDENTIAL" w/in WALKING DISTANCE OF FOOD/RETAIL  
ALONG MAIN STREET CORRIDOR. REZONING IS CONSISTENT w/ LONG  
TERM STRATEGIC LAND USE PLAN.

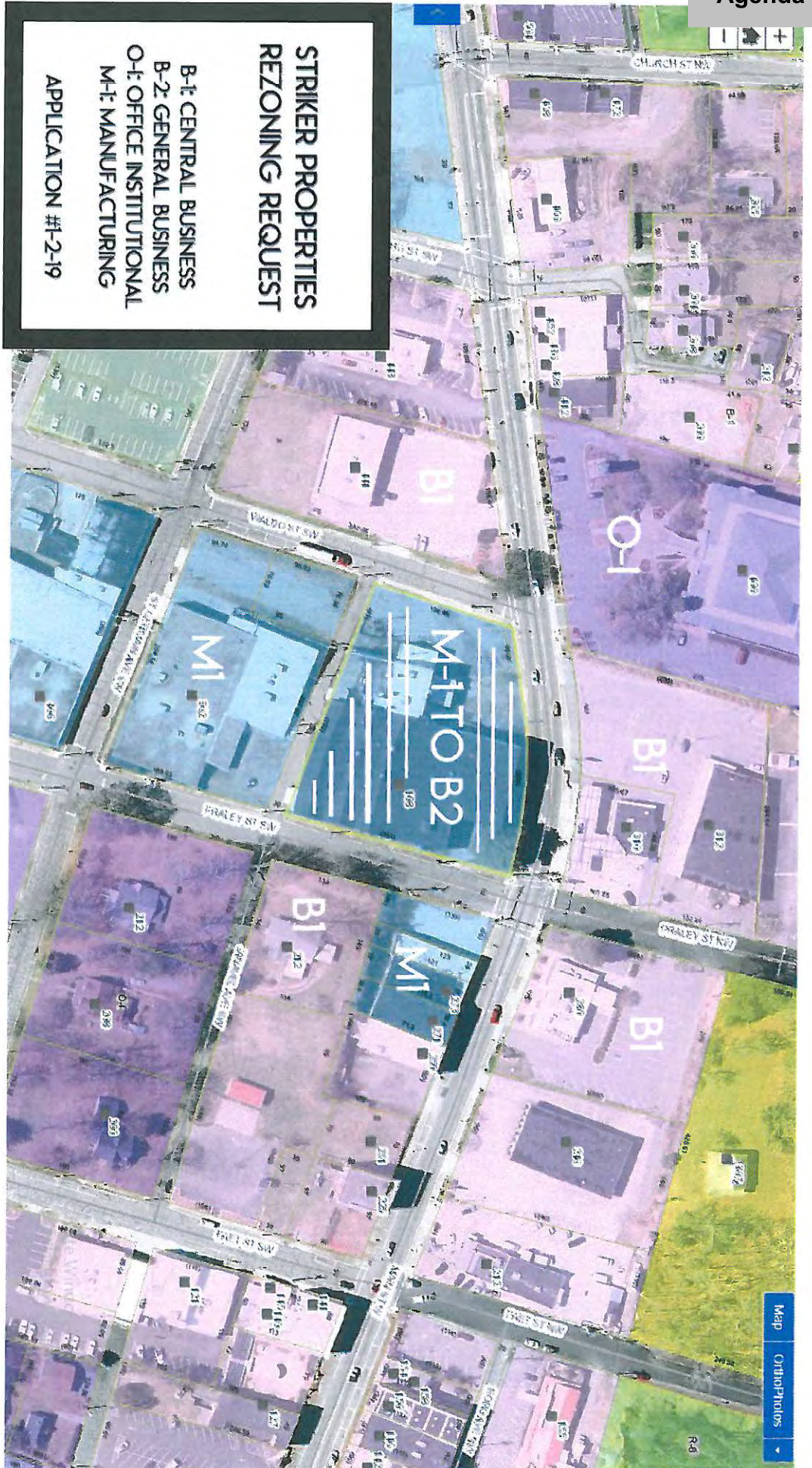
7. An application fee of <sup>300.00</sup>~~150.00~~ must be submitted with this application

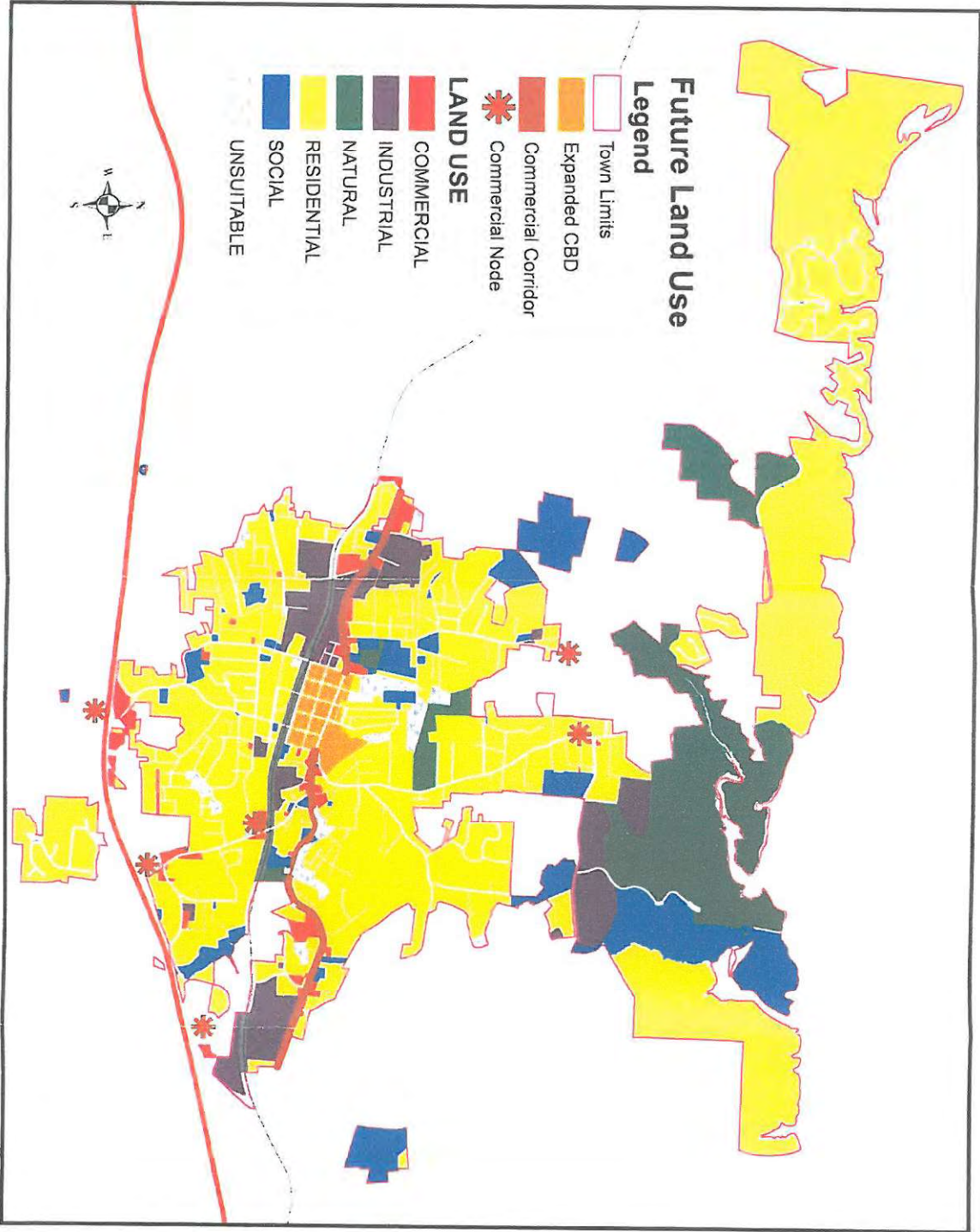
8. Applicant Information

Applicant's Name (please print) ADAM McCURRY  
 Mailing Address 104 MULL STREET, MORGANTON, NC 28655  
 Telephone Number (828) 432-8307 off. (828) 443-7165 mob.

Adam McCurry  
 Signature of Applicant

11 Feb 2019  
 Date





**NOTICE OF PUBLIC HEARING ON PROPOSED AMENDMENT TO THE  
ZONING MAP OF THE TOWN OF VALDESE**

Notice is hereby given that public hearings will be held at a meeting of the Valdese Town Council in the Council Chambers of the Valdese Town Hall, at 102 Massel Avenue SW, April 1, 2019, at 6:00 p.m., upon the question of amending the Zoning Map (Rezoning Application #01-02-19) of the Town of Valdese as follows:

**Map Amendment #01-02-19 Rezoning Application**

**Staff and Planning Board request consideration of amending the zoning map that currently reflect parcels located at 108 Praley Street SW and Waldo Street SW, also identified with Burke County Record Numbers 31001 and 30876 from M-1 Manufacturing to B-2 General Business.**

At the hearing, all interested persons may be heard and voice any objections to the proposed amendments to the Zoning Map of the Town of Valdese. Notice is further given that complete copies of the proposed amendments and of this notice are now and will remain on file in the Office of the Planning Department at Valdese Town Hall for the inspection of all interested citizens, until the time of the public hearings. For information regarding the above listed items, contact the Planning Department at (828) 879-2124.

Interested parties are invited to attend this hearing and present comments. Request for accommodations by persons with disabilities should contact Courtney Kennedy, Deputy Clerk at (828) 879-2120 at least 48 hours prior to the scheduled meeting time.

**PUBLISH: March 21 and 28, 2019  
Legal Advertisement**

## **Memorandum**

To: John Black, Mayor  
Town Council Member

From: Larry Johnson, Planning Director  
Lisa Helton, WPCOG

Date: April 1, 2019

Subject: NC Department of Commerce  
Rural Economic Development Division  
CDBG- Neighborhood Revitalization Program

Staff respectfully requests Town Council's approval of the required documents related to the CDBG Neighborhood Revitalization Scattered- Site Housing Program.

The Town of Valdese has received funding from the NC Department of Commerce Rural Economic Development Division to rehabilitate twelve (12) homes scattered through-out Valdese. The following items are required to receive release of funds for the project. The Town must now approve and sign the following documents:

1. WPCOG Administrative Contract for administration of the grant.
2. Capital Project Budget for the grant.
3. Fair Housing Plan & Activities (This Plan ensures the Town's compliance with Fair Housing requirements for the project.)
4. Equal Employment & Procurement Plan (This Plan states that the Town will provide equal opportunity for employment for this project.)
5. Section 3 Plan (This Plan states that the town will to its greatest extent possible provide employment opportunities for this project to residents of the town.)
6. Language Access Plan ( This Plan states that the town will provide language assistance as needed or requested to residents that speak another language other than English)

If you have comments or questions, please contact me.

TOWN OF VALDESE  
COMMUNITY DEVELOPMENT BLOCK GRANT  
NEIGHBORHOOD REVITALIZATION  
SCATTERED SITE HOUSING  
CAPITAL PROJECT BUDGET ORDINANCE

Be it ordained by the Town Council of the Town of Valdese that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following project ordinance is hereby adopted.

Section 1. The project authorized is established to finance the CDBG NR Scattered Site Housing Project for a project that rehabilitate houses scattered through the town limits and is to be financed by a CDBG grant and the Town of Valdese.

Section 2. The officers of this unit are hereby directed to proceed with the capital project within the terms of the program ordinance and the budget contained herein.

Section 3. The following revenues are anticipated to be available to contribute to this project:

CDBG Grant	32-3480-000	\$ 350,600
Town of Valdese	32-3480-001	<u>25,000</u>
		\$ 375,600
		=====

Section 4. The following amounts are appropriated for the project:

Administration	32-4900-040	\$ 31,800
Rehabilitation	32-4900-450	343,800
		-----
		\$ 375,600
		=====

Section 5. The finance officer is hereby directed to maintain within the Project Fund sufficient specific detailed accounting records to provide the accounting to town council required by the program procedures, loan agreement(s), grant agreement(s) and state regulations.

Section 6. Funds may be advanced from the General Fund for the purpose of making payments as due.

Section 7. The finance officer is directed to report quarterly on the financial status of each project element in Section 4 and on the total revenues received or claimed.

Section 8. The budget officer is directed to include a detailed analysis of the past and future cost and revenues on this project in every budget submission made to this board.

Section 9: Copies of this project ordinance shall be made available to the budget officer and the finance officer for direction in carrying out this project.

Adopted this 1<sup>st</sup> day of April, 2019

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John F. Black, Jr., Mayor

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Frances Hildebran, Clerk to the Board

### Recipient's Plan to Further Fair Housing

**Grantee: Town of Valdese**

**Recipient's Address: PO Box 339, Valdese,  
NC 28690**

**Contact Person: Lisa Helton**

**Contact Phone #: 828-485-4281**

**Contact Email: lisa.helton@wpcog.org**

**TDD #: 711**

- I. Indicate if the Recipient will be affirmatively furthering fair housing for the first time or has implemented specific activities in the past.**

First Time\_\_\_\_\_

Past Activities\_\_X\_\_\_\_\_

- II. Identify and analyze obstacles to affirmatively furthering fair housing in recipient's community.**

The major obstacle to affirmatively furthering fair housing in the Town of Valdese is the lack of knowledge by the citizens about Title VIII. Many part-time landlords have no knowledge about fair housing, particularly discriminatory advertising.

Another obstacle to promoting fair housing involves the lack of affordable, standard rental housing in the Town. Rentals are available, but many times these units are substandard according to building codes and energy efficiency standards.

- III. Will the above activities apply to the total municipality or county?**

Yes\_X\_\_\_\_\_ No\_\_\_\_\_

**If no, provide an explanation.**

(Use additional pages as necessary)

- IV. Briefly describe the quarterly activities that the recipient will undertake over the active period of the grant to affirmatively further fair housing in their community. A time schedule and estimated cost for implementation of these activities must be included. *Activities must be scheduled for implementation at least on a quarterly basis.* (Use attached table)**

**Grantee Name:**

<b>Quarterly Fair Housing Activity</b>	<b>Months</b>	<b>Year</b>	<b>Estimated Cost</b>	<b>Actual Cost</b>
<i>Example: Establish FH policy, Complaint Procedure</i>	<i>Jan-Mar.</i>	<i>20xx</i>	<i>\$xxxx</i>	<i>\$xxxx</i>
Town will Publish a notice in the local newspaper, <u>The News Herald</u> , informing citizens of the Town's Fair Housing Procedure for receiving and resolving complaints. This notice will include the County's TDD number.	April-June	2019	\$250	
Town will publish the HUD Fair Housing logo and Equal Employment Opportunity (EEO) language in its newspaper advertising.	July-Sept	2019	\$0	
Town will participate in the Fair Housing Workshop during the Annual Land Lord & Tenant Meeting at WPCOG.	Oct-Dec	2019	\$10	
Placement of Fair Housing pamphlets and posters. These materials will be made available to the public at Town Hall and the Public Library.	Jan-Mar	2020	\$0	
Sponsor public service announcements on a local radio station regarding Fair Housing laws and complaint procedures during Fair Housing month.	April-June	2020	\$0	
The Town will provide local banks with Fair Housing information for their customers.	July-Sept	2020	\$20	
Fair Housing Information will be placed on the Town's website.	Oct-Dec	2020	\$0	
The Mayor will send letters to realtors encouraging them to adhere fully with the Federal Fair Housing Act and HUD's advertising guidelines. Fair Housing pamphlets will be enclosed with the letters.	Jan-Mar	2021	\$20	
Sponsor public service announcements on a local radio station regarding Fair Housing laws and complaint procedures during Fair Housing month.	April-June	2021	\$0	
Verify placement of Fair Housing pamphlets and posters and will request, if necessary, additional posters and pamphlets from the North Carolina Human Relations Commission (NCHRC). These materials will be made available to the public at Public Library, and Town Hall.	July-Sept	2021	\$0	
A Newsletter will be mailed to all utility customers providing them with Fair Housing Information.	Oct-Dec	2021	\$50	

- V. **Describe recipient's method of receiving and resolving housing discrimination complaints. This may be either a procedure currently being implemented or one to be implemented under this CDBG grant. Include a description of how the recipient informs the public about the complaint procedures.** (Use additional pages as necessary)
- 1) Any person or persons wishing to file a complaint of housing discrimination in the town may do so by **informing the *town administrator*** of the facts and circumstance of the alleged discriminatory acts or practice.
  - 2) Upon receiving a housing discrimination complaint, the *town administrator* shall acknowledge the complaint within **10 days in writing** and inform the Division of Community Assistance and the North Carolina Human Relations Commission about the complaint.
  - 3) The *town administrator* shall **offer assistance** to the Commission in the investigation and reconciliation of all housing discrimination complaints which are based on events occurring in the *town/city/county*.
  - 4) The *town administrator* shall **publicize** in the local newspaper, with the TDD#, who is the local agency to contact with housing discrimination complaints.

**Approved By:**

---

**Name and Title of  
Chief Elected Officer**

**Signature**

**Date**

**Local Jobs Initiative**  
**Section 3 Plan**  
**Local Economic Benefit for Low- and Very Low-Income Persons**

**Town of Valdese**  
(2019-2021)

**I. APPLICATION AND COVERAGE OF POLICY**

The Town of Valdese is committed to the policy that, to the greatest extent possible, opportunities for training and employment be given to lower income residents of the community development project area and contracts for work in connection with federally assisted community development project be awarded to business concerns located or owned in substantial part by persons residing in the Section 3 covered area, as required by Section 3 of the Housing and Urban Development Act of 1968, the Town of Valdese has developed and hereby adopts the following Plan:

The Town of Valdese will comply with all applicable provisions of Section 3 of the Housing and Urban Development Act of 1968, as amended (24 CFR Part 135), all regulations issued pursuant thereto by the Secretary of Housing and Urban Development, and all applicable rules and orders of the Department issued thereunder

This Section 3 covered project area for the purposes of this grant program shall include the Town of Valdese and portions of the immediately adjacent area.

The Town of Valdese will be responsible for implementation and administration of the Section 3 plan. In order to implement the Town's policy of encouraging local residents and businesses participation in undertaking community development activities, the Town of Valdese will follow this Section 3 plan which describes the steps to be taken to provide increased opportunities for local residents and businesses

This Section 3 Plan shall apply to services needed in connection with the grant including, but not limited to, businesses in the fields of planning, consulting, design, building construction/renovation, maintenance and repair, etc.

When in need of a service, the Town of Valdese will identify suppliers, contractors or subcontractors located in the Section 3 area. Resources for this identification shall include the Minority Business Directory published through the State Department of Commerce, local directories and Small Business Administration local offices. Word of mouth recommendation shall also be used as a source.

The Town of Valdese will include the Section 3 clause and this plan in all contracts executed under this Community Development Block Grant (CDBG) Program. Where necessary, listings from any agency noted above deemed shall be included as well as sources of subcontractors and suppliers. The Section 3 Plan shall be mentioned in the pre-bid meetings and preconstruction meetings.

The prime contractor selected for major public works facility or public construction work will be required to submit a Section 3 Plan which will outline his/her work needs in connection with the

project. Should a need exist to hire any additional personnel, the Burke County Work Force Development shall be notified and referred to the contractor.

Each contract for housing rehabilitation under the program, as applicable, for jobs having contracts in excess of \$100,000 shall be required to submit a Section 3 Plan. This Plan will be maintained on file in the grant office and shall be updated from time to time or as the grant staff may deem necessary.

Early in our project, prior to any contracting, major purchases or hiring, we will develop a listing of jobs, supplies and contracts likely to be utilized during the project. We will then advertise the pertinent information regarding the project including all Section 3 required information. Community Investment and Assistance (CI) should be contacted with the Bid Materials to distribute the information throughout their list serve to reach out the communities.

## II. AFFIRMATIVE ACTIONS FOR RESIDENT AND BUSINESS PARTICIPATION

The Town of Valdese will take the following steps to assure that low income residents and businesses within the community development project area and within the Town are used whenever possible: (Describe below)

Place qualified residents and businesses on solicitation lists, assure that residents and businesses are solicited whenever they are potential sources of contracts, services or supplies

Please check the methods to be used for the Section 3 program in your community:

☒ Town of Valdese will place a display advertisement in the local newspaper containing the following information:

- i. A brief description of the project
- ii. A listing of jobs, contracts and supplies likely to be utilized in carrying out the project.
- iii. An acknowledgement that under Section 3 of Housing and Community Development Act, local residents and businesses will be utilized for jobs, contract and supplies in carrying out the project to the greatest extent feasible.
- iv. A location where individuals interested in jobs or contracts can register for consideration
- v. A statement that all jobs will be listed through and hiring will be done through the local office of the North Carolina Employment Security Commission; a statement that all contracts will be listed with the North Carolina Division of Purchase and Contracts; and a statement that potential employees and businesses may seek development and training assistance through various state and local agencies, or which the **County/City/Town** will maintain a list for individuals and business concerns inquiring information

☐ Training and technical assistance will be provided by the local community college for low income residents requiring skills to participate in community development project activities. Referrals will be made to the community college, local Private Industry Councils, **Job Training Partnership Act (29 U.S.C. 1579 (a)) (JTPA) Programs**, and job training programs provided by local community action agencies as appropriate. Residents and businesses will be encouraged to participate in state and/or federal job training programs that may be offered in the area.

☐ Low income residents and businesses will be informed and educated regarding employment and procurement opportunities in the following ways:

- i. Advertisement in the local newspaper
- ii. Posting of Section 3 Plan at the County Courthouse
- iii. County Board meeting when project activities and schedules are discussed
- iv. Open meetings of Project Advisory Committee when everyone in neighborhood is invited
- v. Notification to other agencies that provide services to low-income people.

☐ Other (describe):

The Town of Valdese will, to the greatest extent feasible, utilize lower income area residents as trainees and employees:

- 1. Encourage rehabilitation contractors to hire local area residents
- 2. Encourage public works contractors to hire local area residents

Town of Valdese will, to the greatest extent feasible, utilize businesses located in or owned in substantial part by persons residing in the area

- 1. Contract with local contractors to perform demolition activities, and housing rehabilitation activities.
- 2. Encourage public improvement contractors to hire local residents for site clearance work, hauling materials, and performing other site improvements.
- 3. Encourage all contractors to purchase supplies and materials from the local hardware and supply stores

### III. RECORDS AND REPORTS

Town of Valdese will maintain such records and accounts and furnish such information and reports as are required under the Section 3 regulations, and permit authorized representatives of State CDBG, and federal agencies access to books, records, and premises for purposes of investigation in connection with a grievance or to ascertain compliance with this Section 3 Plan.

NC Commerce and any of its sub-recipients shall report annually the Section 3 numbers using the form HUD 60002 to State CDBG at the end of the calendar year as part of the Annual Performance Report (APR).

### IV. MONITORING COMPLIANCE

Town of Valdese may require each applicable contractor to provide a copy of the Section 3 Plan and will monitor compliance during the performance of the contract. Copies of all advertisements, notice, and published information will be kept to document the implementation of the plan.

## V. COMPLAINTS CONTACT

Please provide the main contact in case that any complaint is received from the general public on Section 3 compliance (including name, phone number, address, and email):

---

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Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_ Mayor

ATTEST: \_\_\_\_\_ *Clerk*

**Town of Valdese**  
**#17-C-2986**  
**Equal Employment and Procurement Plan**

The Town of Valdese maintains the policy of providing equal employment opportunities for all persons regardless of race, color, religion, sex, national origin, handicap, age, political affiliation, or any other non-merit factor, except where religion, sex, national origin, or age are bona fide occupation qualifications for employment.

In furtherance of this policy, the Town prohibits any retaliatory action of any kind taken by any employee of the locality against any other employee or applicant for employment because that person made a charge, testified, assisted or participated in any manner in a hearing, proceeding or investigation of employment discrimination.

The Town shall strive for greater utilization of all persons by identifying previously underutilized groups in the workforce, such as minorities, women, and the handicapped, and making special efforts toward their recruitment, selection, development and upward mobility and any other term, condition, or privilege of employment.

Responsibility for implementing equal opportunities and affirmative action measures is hereby assigned to the Mayor to assist in the implementation of this policy statement.

The Town shall develop a self-evaluation mechanism to provide for periodic examination and evaluation. Periodic reports as requested on the progress of Equal Employment Opportunity and Affirmative Action will be presented to the Mayor.

The Town is committed to this policy and is aware that with its implementation, the Town will receive positive benefits through the greater utilization and development of all its human resources.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Clerk

## Providing Meaningful Communication with Persons with Limited English Proficiency

*Town of Valdese  
(2019-2021)*

*The purpose of this Policy and Plan is to ensure compliance with Title VI of the Civil Rights Act of 1964, and other applicable federal and state laws and their implementing regulations with respect to persons with limited English proficiency (LEP). Title VI of the Civil Rights Act of 1964 prohibits discrimination based on the ground of race, color or national origin by any entity receiving federal financial assistance. Administrative methods or procedures, which have the effect of subjecting individuals to discrimination or defeating the objectives of these regulations, are prohibited.*

### **POLICY:**

In order to avoid discrimination on the grounds of national origin, all programs or activities administered by the **Town of Valdese** will take reasonable steps to ensure that persons with Limited English Proficiency (LEP) have meaningful access and an equal opportunity to participate in benefits and services for which such persons qualify. This Policy defines the responsibilities the agency has to ensure LEP individuals can communicate effectively.

### **DEFINITIONS:**

**Limited English Proficient (LEP) individual** – Any prospective, potential, or actual recipient of benefits or services from the agency who cannot speak, read, write or understand the English language at a level that permits them to interact effectively with health care providers and social service agencies.

**Vital Documents** – These forms include, but are not limited to, applications, consent forms, all compliance plans, bid documents, fair housing information, citizen participation plans, letters containing important information regarding participation in a program; notices pertaining to the reduction, denial, or termination of services or benefits, the right to appeal such actions, or that require a response from beneficiary notices advising LEP persons of the availability of free language assistance, and other outreach materials.

**Title VI Compliance Officer:** The person or persons responsible for administering compliance with the Title VI LEP policies.

**Substantial number of LEP:** 5% or 1,000 people, whichever is smaller, are potential applicants or recipients of the agency and speak a primary language other than English and have limited English proficiency.

### **PROCEDURES:**

#### **1. IDENTIFYING LEP PERSONS AND THEIR LANGUAGE**

The **Town of Valdese** will promptly identify the language and communication needs of the LEP person. Staff will use a language identification card (or “I speak cards,” provided by the Rural Economic Development Division (REDD) and LEP posters to determine the language. In addition, when records

are kept of past interactions with individuals or family members, the language used to communicate with the LEP person will be included as part of the record.

## 2. OBTAINING A QUALIFIED INTEPRETER

List the current name, office telephone number, office address and email address of the Title VI compliance officers:

Seth Eckard- Town Manager  
828-879-2120  
102 Massel Avenue SW, Valdese, NC 29890  
seckard@valdesenc.gov

***(Note: The agency must notify the REDD Compliance Office immediately of changes in name or contact information for the Title VI compliance officer.)***

**Check all methods that will be used:**

☐ Maintaining an accurate and current list showing the language, phone number and hours of availability of bilingual staff (***provide the list***):

☐ Contacting the appropriate bilingual staff member to interpret, in the event that an interpreter is needed, if an employee who speaks the needed language is available and is qualified to interpret;

☒ Obtaining an outside interpreter if a bilingual staff or staff interpreter is not available or does not speak the needed language.

***(Identify the agency(s) name(s) with whom you have contracted or made arrangements)***

Levi Reginald Moore

Have/has agreed to provide qualified interpreter services. The agency's (or agencies') telephone number(s) is/are (***insert number (s)***), and the hours of availability are (***insert hours***).

(828)584-4872/(828)403-1491/Available 12:00 a.m.-11:59 p.m.

☐ Other (***describe***):

**All staff will be provided notice of this policy and procedure, and staff that may have direct contact with LEP individuals will be trained in effective communication techniques, including the effective use of an interpreter.**

Some LEP persons may prefer or request to use a family member or friend as an interpreter. However, family members or friends of the LEP person will not be used as interpreters unless specifically requested by that individual and **after** the LEP person has understood that an offer of an interpreter at no charge to the person has been made by the facility. Such an offer and the response will be documented in the person's file. If the LEP person chooses to use a family member or friend as an interpreter, issues of competency of interpretation, confidentiality, privacy, and conflict of interest should be considered. If the

family member or friend is not competent or appropriate for any of these reasons, competent interpreter services will be provided to the LEP person.

Children and other residents will **not** be used to interpret, in order to ensure confidentiality of information and accurate communication.

### 3. PROVIDING WRITTEN TRANSLATIONS

- i. The **Town of Valdese** will set benchmarks for translation of vital documents into additional languages. *(please ensure to keep records of those documents that apply to your agency)*
- ii. When translation of vital documents is needed, the Town of Valdese will submit documents for translation into frequently-encountered languages.
- iii. Facilities will provide translation of other written materials, if needed, as well as written notice of the availability of translation, free of charge, for LEP individuals.

### 4. PROVIDING NOTICE TO LEP PERSONS

The **Town of Valdese** will inform LEP persons of the availability of language assistance, free of charge, by providing written notice in languages LEP persons will understand. Example: The notification will include, in the primary language of the applicant/recipient, the following language: **IMPORTANT: IF YOU NEED HELP IN READING THIS, ASK THE AGENCY FOR AN INTERPRETER TO HELP. AN INTERPRETER IS AVAILABLE FREE OF CHARGE.**

All interpreters, translators and other aids needed to comply with this policy shall be provided without cost to the person being served, and individuals and their families will be informed of the availability of such assistance free of charge.

At a minimum, notices and signs will be posted and provided in intake areas and other points of entry, including but not limited to the main lobbies, waiting rooms, etc.

**In the lobby of all main buildings.**

Notification will also be provided through one or more of the following: outreach documents, telephone voice mail menus, local newspapers, radio and television stations, and/or community-based organizations

**Outreach documents, telephone voice main menus local newspaper, radio and television.**

### 5. MONITORING LANGUAGE NEEDS AND IMPLEMENTATION

On an ongoing basis, The **Town of Valdese** will assess changes in demographics, types of services or other needs that may require reevaluation of this policy and its procedures. In addition, The Town of Valdese will regularly assess the efficacy of these procedures, including but not limited to mechanisms for securing interpreter services, complaints filed by LEP persons, feedback from residents and community organizations, etc.

#### I. Compliance Procedures, Reporting and Monitoring

##### A. Reporting

The agency will complete an annual compliance report and send this report to REDD. (Format will be supplied by REDD)

## B. Monitoring

The agency will complete a self-monitoring report on a quarterly basis, using a standardized reporting system proposed by the local government. These reports will be maintained and stored by the Title VI Compliance Officer and will be provided to the REDD upon request.

The agency will cooperate, when requested, with special review by the REDD.

## II. Applicant/Recipient Complaints of Discriminatory Treatment

### A. Complaints

The agency will provide assistance to LEP individuals who do not speak or write in English if they indicate that they would like to file a complaint. A complaint will be filed in writing, contain the name and address of the person filing it or his/her designee and briefly describe the alleged violation of this policy. The form can be found at <http://www.nccommerce.com/cd/community-investment/forms-resources/compliance-plans-and-templates>.

The agency will maintain records of any complaints filed, the date of filing, actions taken and resolution.

The agency will notify the appropriate section within REDD of complaints filed, the date of filing, actions taken and resolution. This information will be provided within 30 days of resolution.

### B. Resolution of Matter

If the matter cannot be resolved by informal means, the individual will be informed of his or her right to appeal further to REDD. This notice will be provided in the primary language of the individual with Limited English Proficiency.

The REDD Compliance Office will conduct an investigation of the allegations of the complaint. The investigation will afford all interested persons and their representatives, if any, an opportunity to submit evidence relevant to the complaint.

The investigation will not exceed 30 days, absent a 15-day extension for extenuating circumstances.

If the investigation indicates a failure to comply with the Act, the local unit of government, agency Director or his/her designee will so inform the recipient and the matter will be resolved by informal means whenever possible within 60 days.

If the matter cannot be resolved by informal means, then the individual will be informed of his or her right to appeal further to the Department of Justice. This notice will be provided in the primary language of the individual with Limited English Proficiency.

If not resolved by REDD, then complaint will be forwarded to Department of Justice (DOJ), Department of Housing and Urban Development (HUD) Field Office.

SUBMITTED AND ADOPTED BY:

---

John Black, Mayor

---

Date

AGREEMENT BETWEEN THE  
WESTERN PIEDMONT COUNCIL OF GOVERNMENTS AND  
THE TOWN OF VALDESE  
FOR THE PROVISION OF  
GRANT MANAGEMENT ASSISTANCE:  
2017 CDBG NEIGHBORHOOD REVITALIZATION  
SCATTERED SITE HOUSING PROJECT  
APRIL 1, 2019 – SEPTEMBER 13, 2021

This AGREEMENT, entered into on this the \_\_\_\_\_ day of \_\_\_\_\_, 2019 by and between the Western Piedmont Council of Governments (hereinafter referred to as the "Planning Agency") and the Town of Valdese, North Carolina (hereinafter referred to as the "Local Government"); WITNESSETH THAT:

WHEREAS, the Planning Agency is empowered to provide technical assistance by the North Carolina General Statutes and by resolution passed by the Planning Agency on April 17, 1972. Technical assistance shall consist of the provision of services as described in Attachment A, which is herein made a part of this Contract;

WHEREAS, the Local Government has requested the Planning Agency to provide such technical assistance to the Local Government; and

WHEREAS, the Planning Agency desires to cooperate with the Local Government in every way possible to the end that the proposed activities are carried out in an efficient and professional manner;

NOW, THEREFORE, the parties hereto do mutually agree as follows:

1. **Personnel.** That during the period of this Contract, the Planning Agency will furnish the necessary trained personnel to the Local Government.
2. **Travel/Printing.** The Local Government will pay for expenses related to conferences, conventions, seminars, local travel, etc. of the personnel when the Local Government requests or approves travel related to the Local Government's planning program, or if it is beneficial to both parties, the costs will be shared on an agreed-upon ratio.

The Local Government will also pay for expenses related to printing of report(s), mailings to advisory boards, and other costs not related to normal travel and staffing costs associated with personnel furnished by the Planning Agency.

3. **Compensation.** The Local Government will pay the Planning Agency an amount not to exceed \$31,000 (thirty-one thousand dollars) for the satisfactory performance of all services related to administration of the project including all work associated with the application preparation, environmental review and release of funds as defined in the attached Scope of Services. Planning Agency personnel will keep an accurate record of time spent, which will serve as the basis for the amount charged to the Local Government per month. The Local Government will reimburse the Planning Agency monthly at a rate per hour for each of the personnel involved, which includes the salary, fringe benefits, travel and indirect costs, plus travel and other approved expenses. It is expressly understood and agreed that total compensation shall not exceed the maximum sum specified without prior approval of both agencies.

All other costs associated with the administration of the CDBG grant will be expended from the grant administration allowance budgeted for the Local Government.

In addition, the Local Government will pay the Planning Agency an amount not to exceed \$18,500 (eighteen thousand dollars), for the work write ups, housing inspections including initial, interim and final and construction over sight for twelve (12) houses. Planning Agency personnel will keep an accurate record of time spent, which will serve as the basis for the amount charged to the Local Government per month. The Local Government will reimburse the Planning Agency monthly at a rate per hour for each of the personnel involved, which includes the salary, fringe benefits, travel and indirect costs, plus travel and other approved expenses.

4. **Termination/Modifications.** The Local Government may terminate this Contract by giving the Planning Agency a thirty-day written notice. Furthermore, if there is a need to amend the proposal outlined in Attachment A, either party may do so with the written approval of the other.
5. **Time of Performance.** The Planning Agency shall ensure that all services required herein shall be completed and all required reports, maps, and documents submitted during the period beginning April 1, 2019 and ending September 13, 2021.
6. **Key Personnel.** The Planning Agency shall not substitute key personnel assigned to the performance of this contract without prior written approval by the Town and the grantor agency, the North Carolina Department of Commerce. Individuals designated as key personnel for proposes of this contract are those specified in the Planning Agency's proposal.

7. **Subcontracting.** Work proposed to be performed under this contract by the Planning Agency or its employees shall not be subcontracted without prior written approval by the Agency's Contract Administrator and the grantor agency, the North Carolina Department of Commerce. Acceptance of an offeror's proposal shall include any subcontractor(s) specified therein.
8. **Interest of Members, Officers, or Employees of the Planning Agency, Members of the Local Government, or Other Public Officials.** No member, officer, or employee of the Planning Agency or its agents; no member of the governing body of the locality in which the program is situated; and no other public official of such locality or localities who exercise any functions or responsibilities with respect to the program during his tenure or for one year thereafter, shall have any financial interest, either direct or indirect, in any contract or subcontract, or the proceeds thereof, for work to be performed in connection with the program assisted under this Agreement. Immediate family members of said members, officers, employees, and officials are similarly barred from having any financial interest in the program. The Planning Agency shall incorporate, or cause to be incorporated, in all such contracts or subcontracts, a provision prohibiting such interest pursuant to the purpose of this section.
9. **Nondiscrimination Clause.** No person in the United States shall on the grounds of race, color, national origin, or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination with any program or activity funded in whole or in part with funds available under the Housing and Community Development Act of 1974, Section 109.
10. **Age Discrimination Act of 1975, as amended.** No qualified person shall on the basis of age be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity which receives or benefits from federal financial assistance.
11. **Section 504, Rehabilitation Act of 1973, as amended.** No qualified disabled person shall, on the basis of handicap be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity which receives or benefits from federal financial assistance.
12. **Access to Records and Record Retainage.** Per 24 CFR Subtitle A 85.36 Procurement Contract Provisions. Access by the grantee, the sub grantee, the Federal grantor agency, the Comptroller General of the United States, or any of their duly authorized representatives to any books, documents, papers, and records of the contractor which are directly pertinent to that specific contract for the purpose of making audit, examination, excerpts, and transcriptions. Retention of all required records for three years after grantees or sub grantees make final payments and all other pending matters are closed.

13. **Liquidated Damages Clause.** If the project fails to be carried out within the time frame outlined in the administrative proposal due to activities attributed to the Planning Agency, the Local Government may assess the Planning Agency a sum in the amount of \$100 per week for any subsequent weeks until completion.
14. **Termination of Agreement for Cause.** If, through any cause, the Planning Agency shall fail to fulfill in a timely and proper manner its obligations under this Agreement, or violate any of the covenants, conditions, or stipulations of this Agreement, the Local Government shall thereupon have the right to terminate this Agreement by giving written notice of such termination and specifying the effective date thereof. In such event, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, and reports prepared under this Agreement shall, at the option of the Local Government, become its property, and the Planning Agency shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents and other materials in direct proportion to the extent of services actually completed.
15. **Grantee Assurances.** In the performance of this Agreement, the Planning Agency shall comply with all applicable federal rules and procedures outlined on the attached pages as E.O. 11246 Clause, the Section 3 Clause and Lobbying Clause (Attachments B, C and D).

IN WITNESS WHEREOF, the Planning Agency and the Local Government have executed this Agreement as of the date first above written.

LOCAL GOVERNMENT:  
TOWN OF VALDESE

PLANNING AGENCY:  
WESTERN PIEDMONT COUNCIL OF GOV'TS.

By: \_\_\_\_\_  
Town Manager

By: \_\_\_\_\_  
Executive Director

LOCAL GOVERNMENT:

PLANNING AGENCY:

By: \_\_\_\_\_  
Mayor

By: \_\_\_\_\_  
Chairman

Preaudit statement:

This instrument has been preaudited in the manner prescribed by the Local Government Budget and Fiscal Control Act.

By: \_\_\_\_\_  
Local Government Finance Officer

**ATTACHMENT A**  
**SCOPE OF SERVICES**  
**TOWN OF VALDESE**  
**2017 CDBG NEIGHBORHOOD REVITALIZATION**  
**SCATTERED SITE HOUSING PROJECT**  
**WORK PROGRAM/BUDGET**  
**APRIL 1, 2019 – SEPTEMBER 13, 2021**

The following work program and budget are presented as descriptive of the work and dollar amounts requested in the Agreement concerning planning activities by the Western Piedmont Council of Governments for the Town of Valdese. This contract was included in the grant budget and 100% of the contract will be paid for with grant funds. The contract covers application preparation, environmental assessment, project reporting, financial management, housing inspections, work write-ups, bidding, contracting and supervision of construction, federal compliance plans, procurement in compliance with grant guidelines, and other administration in compliance with federal requirements through the closeout of the project.

Lisa Helton, Community Development Administrator will be responsible for administering this project.

Work Program

Professional services necessary to administer all aspects of the project will include but not be limited to the following:

- Administration and coordination of all activities involved in the 2017 CDBG Neighborhood Revitalization Scattered Site Housing Project.

Milestones Established by North Carolina Department of Commerce

- |   |                   |
|---|-------------------|
| ○ Environmental Review completed                | June 13, 2019     |
| ○ Equal Employment & Procurement Plan submitted | June 13, 2019     |
| ○ Section 3 Plan submitted                      | June 13, 2019     |
| ○ Section 504 Plan Survey submitted             | June 13, 2019     |
| ○ Language Access Plan submitted                | June 13, 2019     |
| ○ Fair Housing Plan                             | June 13, 2019     |
| ○ Request for Release of Funds Approved         | July 13, 2019     |
| ○ All CDBG funds obligated                      | May 13, 2021      |
| ○ All CDBG funds expended                       | August 13, 2021   |
| ○ All closeout documents submitted              | November 13, 2021 |
- Set up and maintenance of all community development project files and records in accordance with program and audit guidelines.
  - Develop forms to meet State CDBG requirements to document CDBG activities from start to finish.

- Provide all compliance activities, including outreach, according to the required compliance plans including the Equal Opportunity and Procurement Plan, Section 3 Plan, Language Access Plan, Section 504, Residential Anti-Displacement and Relocation Assistance Plan and Fair Housing Plan.
- Coordination of the community development program with federal, state and local officials.
- Coordination of all fiscal and legal activities relating to the community development program.
- Compliance with all federal and grant requirements.
- Preparation and submission of all financial reports.
- Conducting project closeout and representing Valdese at audits and monitoring visits. This does not assume, however, responsibility for payment of fees levied by auditors or accountants.

The Town of Valdese will be responsible for the following:

- Direct payment of CDBG funds for legal and audit services and general administrative costs.
- All administrative costs not specifically identified as WPCOG responsibilities.

#### Time of Performance

The WPCOG will complete all activities involved in administration of this project in a 29 ½ -month period beginning April 1, 2019 to September 13, 2021.

#### Administrative Budget

The WPCOG will provide these administrative services for a fee not to exceed \$31,000. The budget is broken down as follows:

Salaries	\$ 15,000
Fringe Benefits	7,950
Travel/Training	1,050
Indirect	<u>7,000</u>
Total	\$ 31,000

Service Delivery Budget

The WPCOG will provide construction supervision services for a fee not to exceed \$18,000. The budget is broken down as follows:

Salaries	\$ 8,500
Fringe Benefits	4,505
Travel	1,028
Indirect	<u>3,967</u>
Total	\$18,000

Assurances

Assurances are attached as a part of the Agreement

Amendments

This scope of services and budget may be amended as desired by mutual consent of the Local Government and Planning Agency.

## ASSURANCES OF COMPLIANCE

### ATTACHMENT B

#### Executive Order 11246

During the performance of this Contract, the contractor agrees as follows:

- 1) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, age, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, age, or national origin. Such action shall include, but not be limited to the following: recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause.
- 2) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, age, or national origin.
- 3) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, notice advising the labor union or workers' representative of the contractor's commitments under section 202 of Executive Order 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- 4) The contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations and relevant orders of the Secretary of Labor.
- 5) The contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
- 6) In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of such rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies involved as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

7) The contractor will include the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the contracting agency may direct as a means of enforcing such provisions including sanctions for noncompliance: Provided, however, that in the event the contractor becomes involved in, or threatened with, litigation with a subcontractor or vendor as a result of such direction by the contracting agency, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

## ATTACHMENT C

### Section 3 Clause

#### "Section 3" Compliance in the Provision of Training, Employment, and Business Opportunities

- a. The work to be performed under this contract is on a project assisted under a program providing direct federal financial assistance from the Department of Housing and Urban Development and is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u. Section 3 requires that to the greatest extent feasible opportunities for training and employment be given lower income residents of the project area and contracts for work in connection with the project be awarded to business concerns which are located in, or owned in substantial part by persons residing in the area of the project.
- b. The parties to this contract will comply with the provisions of said Section 3 and the regulations issued pursuant thereto by the Secretary of Housing and Urban Development set forth in 24 CFR 135, and all applicable rules and orders of the Department issued thereunder prior to the execution of this contract. The parties to this contract certify and agree that they are under no contractual or other disability which would prevent them from complying with these requirements.
- c. The contractor will send to each labor organization or representative of workers with which he has a collective bargaining agreement or other contract or understanding, if any, a notice advising the said labor organization or workers representative of his commitments under this Section 3 clause and shall post copies of the notice in conspicuous places available to employees and applicants for employment and training.
- d. The contractor will include this Section 3 clause in every subcontract for work in connection with the project and will, at the direction of the applicant or recipient of federal financial assistance, take appropriate action pursuant to the subcontract upon a finding that the subcontractor is in violation of regulations issued by the Secretary of Housing and Urban Development, 24 CFR Part 135. The contractor will not subcontract with any subcontractor where it has notice of knowledge that the latter has been found in violation of regulations under 24 CFR Part 135 and will not let any subcontract unless the subcontractor has first provided it with a preliminary statement of ability to comply with the requirements of these regulations.
- e. Compliance with the provisions of Section 3, the regulations set forth in 24 CFR Part 135, and all applicable rules and orders of the Department issued hereunder prior to the execution of the contract, shall be a condition of the federal financial assistance provided to the project, binding upon the applicant or recipient for such assistance, its successors and assigns. Failure to fulfill these requirements shall subject the applicant or recipient, its contractors and subcontractors, its successors or assigns to those sanctions specified by the grant or loan agreement of contract through which federal assistance is provided, and to such sanctions as are specified by 24 CFR Part 135.

## **ATTACHMENT D**

### Lobbying Clause

No Federal appropriated funds have been paid or will be paid, by or on behalf of the Planning Agency or the Local Government, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative, agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

If any funds other than Federal appropriated funds have been paid or will be paid any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the Planning Agency and/or the Local Government shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.





Meeting Date: Monday, April 1, 2019

To: Town of Valdese Mayor and Council

From: Erin Schotte, WPCOG Community Development Administrator

Re: Parks and Recreation Agenda Items

As you are aware, the 300+ acre Valdese Lakeside Park property was purchased in 2017 with grants from PARTF and CWMTF as well as substantial contributions from local donors. In order to effectively develop the property to meet the Town's goals, a Master Park Plan was commissioned and informed by significant public input. While the full vision for the regional park will take years to implement, the project team continues to strategize on how to best leverage local dollars for the development.

The project team has recently applied for park funding from the DEQ and RTP grant programs, which would be used to develop a parking area, stormwater infrastructure, a 10' wide natural surface greenway path, and a pedestrian bridge across McGalliard Creek. The required financial matches, if awarded, will be paid with funds collected by Friends of the Valdese Rec (FVR). **No town funds are committed to this project.**

If the DEQ project is funded, the entire project cost could be used as a match for a PARTF grant for other strategic park improvements in 2019. This would potentially parlay the \$225,000 local commitment (paid by FVR) into a \$810,000 project budget. If the other projects are not funded, the required match for the proposed PARTF application would be \$285,000 (paid with FVR funds).

In order to submit the strongest possible application to PARTF, several items on tonight's agenda require action by the Town Council:

- **Adoption of the revised Capital Improvement Plan for Parks and Recreation.** The text of this revision clearly states the Town's intent to fund the amenities *only if awarded sufficient grant funds and private contributions*. Having adopted a CIP showing the proposed amenities garners points on the grant application.
- **Adoption of the revised Master Plan for Valdese Lakeside Park.** The Master Plan has been presented and adopted at a past meeting, but it has since been revised to clarify some recommendations, including the pedestrian bridge across McGalliard Creek that would connect the two Town of Valdese parks. The adopted Master Plan will garner additional points on the grant application.

- **Motion of approval to submit the proposed PARTF application.** This item is required in order to submit a complete application. The application, as written, will require a \$285,000 local match, which will be paid by citizens through the FVR.

Project staff requests the aforementioned actions by the Town Council and reiterates that no Town of Valdese funds are requested for this project. Formal resolutions and a signature sheet for the PARTF grant application are attached for your consideration.

If you have any questions or would like to discuss this project further, please contact me at (828) 485-4240 or [erin.schotte@wpcog.org](mailto:erin.schotte@wpcog.org).

N.C. Parks and Recreation Trust Fund (PARTF): 2018-19 Basic Facts and Assurances	
<b>Local Government Name:</b> Town of Valdese	<b>County:</b> Burke
<b>Federal Employer I.D. Number:</b> 56- 6001355	
<b>Local Government Contact Person for the Grant:</b> Name: Mr. Doug Knight Title: Recreation Director Organization: Town of Valdese Mailing Address: PO Box 339 City/State/Zip: Valdese, NC 28690 Telephone: (828) 879-2132 E-mail: DKnight@valdesenc.gov (must be an employee of the sponsoring local government)	<b>Local Government Manager:</b> Name: Mr. Seth Eckard Title: Town Manager Mailing Address: PO Box 339 City/State/Zip: Valdese, NC 28690 Telephone: (828) 879-2116 E-mail: SEckard@valdesenc.gov
<b>Chief Elected Official:</b> Name: Mr. John F. Black, Jr. Title: Mayor Mailing Address: PO Box 339 City/State/Zip: Valdese, NC 28690	<b>Type of project:</b> <input type="checkbox"/> Land Acquisition Only <input checked="" type="checkbox"/> Development Only (construction or renovation) <input type="checkbox"/> Land Acquisition and Development
<b>Site Control (check all that apply):</b> <input checked="" type="checkbox"/> Owned by local government <input type="checkbox"/> To be obtained with this land acquisition project <input type="checkbox"/> Leased by applicant for 25 years or more <input type="checkbox"/> Easement <input type="checkbox"/> Owned by school board	<b>Costs rounded to nearest dollar:</b>  PARTF funds requested:      \$285,000.00 Local government's matching funds:                \$ 285,000.00  Total cost of project            \$ 570,000.00
<b>Recreation Resources Service (RRS) regional consultant:</b> Judy Francis	
<b>Project Title:</b> Lake Rhodhiss Park, Phase I	
<b>Brief description of the proposed project:</b> Phase I park development, including walking trail, kayak launch, bird watching platform, dog park, and picnic areas, as well as permeable parking area for 30 cars, stormwater infrastructure, and permanent restrooms.	
<p align="center"><b>Approval by local governing board</b></p> <p>I hereby certify the information contained in the attached application is true and correct and the required dollar-for-dollar matching funds will be available during the project period. This application for PARTF funding has been voted on and approved by the local governing board on the date noted here.</p> <p align="center">_____</p> <p align="center">Date Adopted by the local governing board</p>	<p align="center"><b>Chief Elected Official:</b></p> <p align="center">_____</p> <p align="center">(Print or Type Name and Title)</p> <p align="center">_____</p> <p align="center">(Signature)</p> <p>If two local governments are applying together, this form must be completed and signed by each local government. One applicant must be identified by adding "primary sponsor" in the "Local Government Name" section.</p>
<b>This form must be complete in its entirety for your application to be considered</b>	

**TOWN OF VALDESE**  
**RESOLUTION ADOPTING THE 2019 VALDESE LAKESIDE PARK MASTER PLAN**

**WHEREAS**, the Town of Valdese has partnered with Destination by Design to create a Master Plan for the new Valdese Lakeside Park designed to reflect the needs and desires of the Town and of its citizens; and

**WHEREAS**, the result of that partnership is the “Valdese Lakeside Park Master Plan” presented to the Town Council this date for review, a copy of which shall be on permanent file in the Valdese Town Hall;

**NOW, THEREFORE**, be it hereby resolved by the Town Council for the Town of Valdese, North Carolina, that the “Valdese Lakeside Park Master Plan” is hereby adopted and that the Town Council hereby expresses its intent that such document be used henceforth as a reference in the creation of all ordinances, rules, and regulations to the extent they each may impact the Valdese Lakeside Park

**READ, APPROVED, AND ADOPTED** this 1st day of April, 2019.

---

John F. Black, Jr., Mayor

Town of Valdese

**ATTEST:**

---

Frances Hildebran, Town Clerk

Town of Valdese

# VALDESE LAKESIDE PARK MASTER PLAN



DEVELOPED IN ACCORDANCE WITH NORTH CAROLINA PARKS AND RECREATION TRUST FUND STANDARDS

VALDESE  
**LAKESIDE  
PARK**

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MASTER PLAN

VALDESE  
**LAKESIDE PARK**  
MASTER PLAN

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CREATED FOR TOWN OF VALDESE AND FRIENDS OF THE VALDESE REC

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WITH ASSISTANCE FROM DESTINATION BY DESIGN / 815 W. KING ST, BOONE, NC 28607

## **ACKNOWLEDGEMENTS**

### **VALDESE TOWN COUNCIL**

**CHIP BLACK**

*Mayor*

**SUSAN STEVENSON**

*Mayor Pro-Tem*

**KEITH OGLE**

**ROY SWEEZY**

**GARY DELP**

**FRANCES HILDEBRAN**

### **VALDESE LAKESIDE PARK PLANNING STEERING COMMITTEE**

**SETH ECKARD**

*Town Manager*

**DOUG KNIGHT**

*Director Parks and Recreation*

**ROY SWEEZY**

*Councilman*

**GARY DELP**

*Councilman*

**BETH HEILE**

*Friends of Valdese Rec*

### **FRIENDS OF THE VALDESE REC**

**BETH HEILE**

*President*

**ROY SWEEZY**

*Vice President*

**DON BRITTAIN**

*Secretary*

**ANDY BYERS**

*Treasurer*

**SONNI DYER, MARK ROSTAN, SPENCE BORDEN**

**ALTERNATES: SANDY TERRELL, ELAINE APPLGATE**

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VALDESE  
**LAKESIDE  
PARK**

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MASTER PLAN

# CHAPTER 1

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## BACKGROUND AND PURPOSE

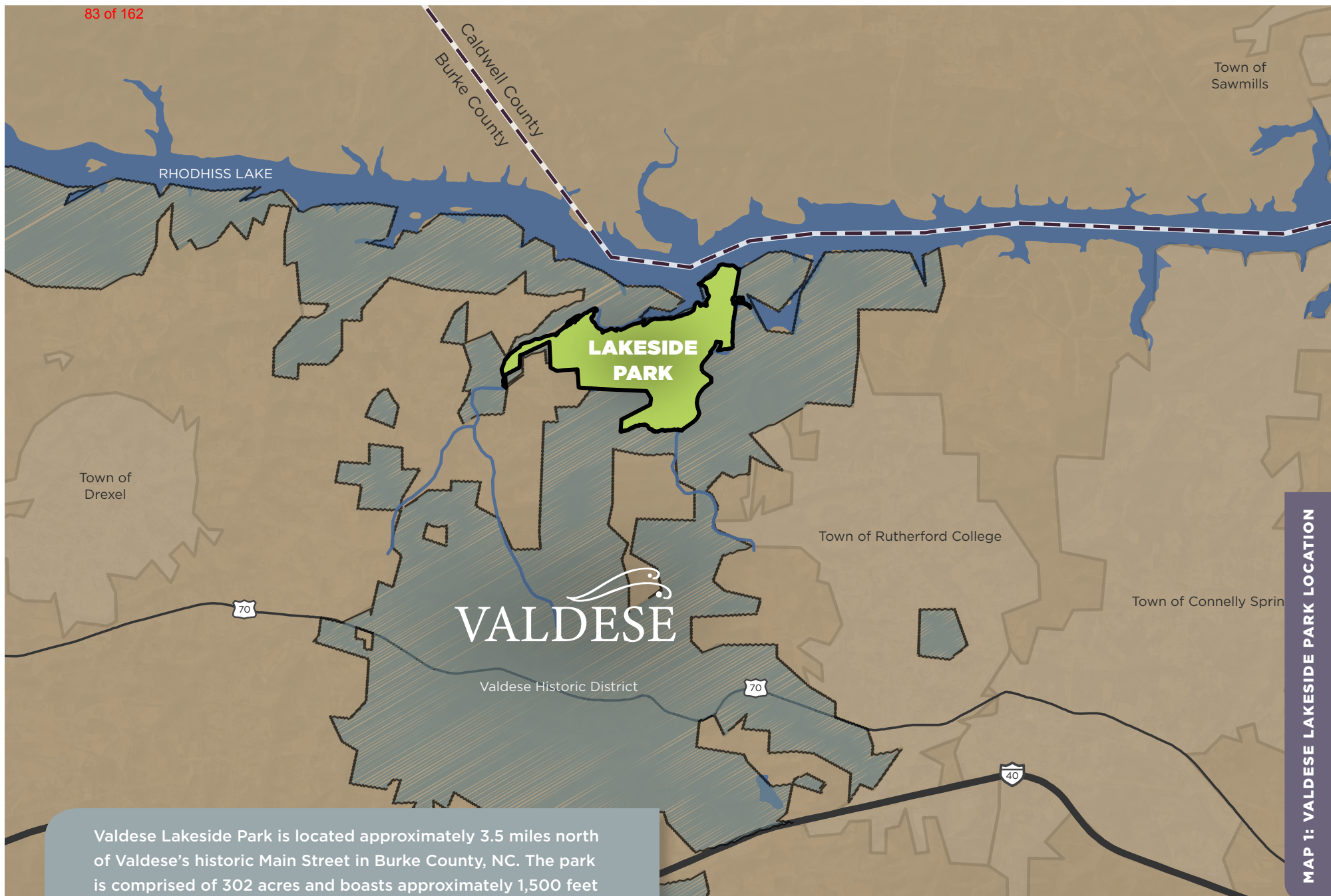
## 1

# INTRODUCTION & BACKGROUND

**T**he Lakeside Park Master Plan serves as a guide for the creation of the new Valdese Lakeside Park located adjacent to Lake Rhodhiss in Valdese, NC. This project is the result of a partnership between the Town of Valdese, Friends of the Valdese Rec, and other community leaders working to develop a premier regional destination. This chapter examines the project background and outlines plan goals, process, and organization.

## IN THIS CHAPTER

- 01 GENERAL PROJECT BACKGROUND
- 02 PROJECT GOALS
- 03 PLANNING PROCESS
- 04 PLAN ORGANIZATION



Valdeese Lakeside Park is located approximately 3.5 miles north of Valdeese's historic Main Street in Burke County, NC. The park is comprised of 302 acres and boasts approximately 1,500 feet of shoreline along Lake Rhodhiss.

## BACKGROUND

The Town of Valdese (pop. 4,477) is located in the foothills of western North Carolina in Burke County. Like many communities throughout the region, Valdese is working diligently to diversify and reimagine its economy by improving quality of life to retain and attract young families. For this reason, town leaders have made parks, trails, and other quality of life infrastructure a major priority.

There is also extensive local support for parks and trails specifically. The Town's 2013 Comprehensive Parks and Recreation Master Plan indicated significant community interest in the development of a regional park on Lake Rhodhiss. The recreation plan highlights citizen interest in public access to Lake Rhodhiss and walking trails to connect to McGalliard Falls Park.

**AN OPPORTUNITY PRESENTED** In 2015, a 300-acre tract of undeveloped land along Lake Rhodhiss near McGalliard Creek was offered for sale. A group of citizens formed the Friends of the Valdese Rec (FVR), a nonprofit organization dedicated to expanding recreation opportunities in Valdese, to determine strategies for how the Town might purchase the property for a new park facility. FVR and the Town then successfully secured grant monies from the Clean Water Management Trust Fund and NC Parks and Recreation Trust Fund to purchase the property in January 2018. Subsequently, the Town and FVR

immediately began efforts to develop the community-driven Valdese Lakeside Park Master Plan.

**RAISING PRIVATE FUNDS** The Town and FVR have also successfully raised private funds for the purchase of the park, including \$300,000 from the Rostan Family Foundation and \$100,000 from Kellex Seating. They have also raised over \$65,000 from various private donations and secured a pledge of \$50,000 from Carolinas HealthCare System-Blue Ridge for park amenities.

**“With the assistance of Friends of the Valdese Rec, Foothills Conservancy, and the Western Piedmont Council of Government, the Town was awarded a \$673,247 Clean Water Management Trust Fund (CWMTF) grant in September 2017.”**

**PROJECT GOALS**

This plan meets requirements of the NC Parks and Recreation Trust Fund in anticipation that the Town of Valdese will obtain grant assistance to realize the vision described herein.

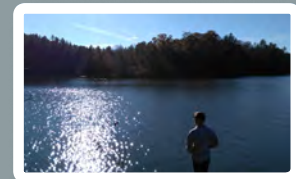
1. *Quality of Life: Improve quality of life for Valdese residents by improving recreation assets, expanding recreation programming opportunities, and by establishing a refuge along Lake Rhodhiss to be enjoyed by local residents and visitors;*
2. *Tourism Development & Economic Impact: Develop Lakeside Park into a regional destination-quality asset with lake views and access the nearby historic downtown Valdese;*
3. *Poised for Grant Funding: Adhere to planning guidelines required by the North Carolina Parks and Recreation Trust Fund (PARTF) to ensure grant competitiveness. PARTF provides grants to help create public parks throughout the state.*

**EXHIBIT 1****PLANNING PROCESS TIMELINE****PHASE 1 /// OCTOBER 2017 - JANUARY 2018****Project Launch & Direction Setting**

- » Kick-off meeting and site visit
- » Discussion with local leaders on CWMTF constraints

**PHASE 2 /// NOVEMBER 2017 - JANUARY 2018****Stakeholder Engagement & Visioning**

- » Park Steering Committee Meeting
- » FVR conducts focus group meetings

**PHASE 3 /// JANUARY - MARCH 2018****Draft Planning & Refinement**

- » Multiple Draft Plan Options
- » Steering Committee Meeting (x2)

**PHASE 3 /// APRIL - AUGUST 2018****Final Plan Development**

- » Public Workshop
- » Council Workshop
- » Final Plan





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MASTER PLAN

A large, stylized number '2' in a dark blue color. The word 'CHAPTER' is written vertically in white, uppercase letters inside the curve of the '2'.

## CHAPTER 2

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# **SITE ANALYSIS AND DESIGN DETERMINANTS**

# 2 SITE ANALYSIS AND DESIGN DETERMINANTS

**T**his chapter examines existing conditions within and surrounding Lakeside Park that influence the park planning process and outcomes. First, the park's study area context is assessed, including its relationship to surrounding land uses, waterways, and roads. Secondly, the park's natural features, assets, and constraints are highlighted. Lastly, a description is provided of existing built features located on or near the property. Collectively, these elements establish an objective assessment of Lakeside Park and create a framework from which the planning steering committee can offer plan direction.

## IN THIS CHAPTER

01 STUDY AREA CONTEXT

02 NATURAL ENVIRONMENT

03 BUILT ENVIRONMENT

Early in the planning process, the consultant team, staff, and steering committee discuss opportunities and constraints that influence the plan development.



## STUDY AREA CONTEXT

Lakeside Park is located on Lake Rhodhiss Road, approximately 3.5 miles from downtown Valdese and approximately 4 miles from exit 112 on I-40.

A variety of land uses surround the 302-acre park. Adjacent to Lakeside Park on the property's southwest corner is McGalliard Falls Park, home to the historic waterwheel and grist mill. This park also provides public access to a 42' waterfall along McGalliard Creek and has two baseball fields. According to citizen comments, a greenway connection between McGalliard Falls Park and Lakeside Park is a high priority.

Low-density residential uses are located to the west and north (across the McGalliard Creek cove). To the south of the park, along Laurel Street, are several residences and North Laurel Baptist Church. Also to the south is Saft Industries, a major battery manufacturer. It is critical that any recommended recreation facilities are appropriately buffered

from Saft Industries, ensuring that the public does not encroach near this manufacturer.

**It is critical that any recommended recreation facilities are appropriately buffered from Saft Industries, ensuring that the public does not encroach near this manufacturer.**

To the east of Lakeside Park, but across from Lake Rhodhiss Road, is Draughn High School. School administrators and teachers have expressed a desire for outdoor classrooms or opportunities for cross country training and events. Finally, to the northeast is the Town of Valdese wastewater treatment plant. A large fence surrounds this facility, and the park shall be designed to discourage users from going near the plant.

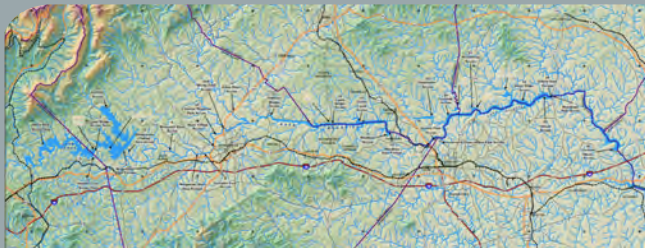
### UPPER CATAWBA RIVER PADDLE TRAIL

As part of the North Carolina Trail System, the Upper Catawba River Trail extends over 82

miles from Black Bear Access on Lake James to Lookout Access on Lake Lookout Shoals. With 23 access points and four portages around dams, this paddle trail covers 18 free-flowing miles and 64 reservoir miles. The Upper Catawba River Trail map is currently being updated and should include Lakeside Park, even with an informal shore access.

Lakeside Park in Valdese is situated between access #12 (Hoffman Bridge) and #13 (Castle Bridge).

There are approximately 6.4 miles between these two locations, which is the third longest distance between the River Trail's 26 access points. Both the Town of Valdese and the NC Upper Catawba River Trail would be well served by a new access at Lakeside Park.



### EXHIBIT 2 NC UPPER CATAWBA RIVER TRAIL

The Upper Catawba River Trail is part of the NC Trail System. The river trail map (shown here) was being updated at the time of this writing. Valdese should consider having Lakeside Park included as an “informal access,” providing a temporary shore area, rather than dock, for trail users.



## NATURAL ENVIRONMENT

### TOPOGRAPHY

The property is characterized by varied topography, with steep, hilly, and rolling areas. The highest elevation is approximately 1,140 feet. The property slopes toward McGalliard Creek and the Lake Rhodhiss shoreline. Steep banks are located near the western portion of the sewer line and on the property's eastern shore near the town's sewer plant. The sewer line offers a wide flat area where there is current use among walkers and runners. An accessible, flat, and particularly developable area exists between Lake Rhodhiss Road and the lakeshore, which is near the property's "lake view building envelop" as shown on Map 3: Lakeside Park Environmental Analysis.



Valdese's sewer line is located between the Lake Rhodhiss shoreline and a steep embankment.

### SOILS, VEGETATION, & SIGNIFICANT NATURAL COMMUNITIES

According to the U.S. Department of Agriculture Natural Resources Conservation Service, the soil types found within the park property are typical of those surrounding Lake Rhodhiss and are suitable for trail and park features, and include: Meadowfield-Rhodhiss complex (MoE), 25-60 percent slopes, very stony; Woolwine-Fairview complex, 8 to 15 percent slopes (WoC2), moderately eroded; and Woolwine-Fairview complex, 15 to 25 percent slopes (WoD2), moderately eroded.

The majority of the park property's vegetation consists of deciduous and evergreen trees. Grasses are mainly located along Hoyle Creek, while some shrubs can be found in the eastern half of the property. Rare plant populations, including the threatened dwarf-flowered heartleaf, have been identified in some of the streamside areas on the property. Forested buffers around these surface waters, provided in the conservation easement area, will help to protect these plants.

The majority of rare animal occurrences (Carolina Crayfish) are found along McGalliard Creek; two other occurrences exist at the park's southernmost point. Generally, the property offers wildlife habitat for deer, wild turkey, beaver, fox, and a variety of bird species.



The threatened dwarf-flowered heartleaf has been found at Lakeside Park. This low-growing evergreen perennial plant is found in acidic soils along bluffs and adjacent slopes, in boggy areas next to streams and creek heads, and along the slopes of nearby hillsides and ravines.

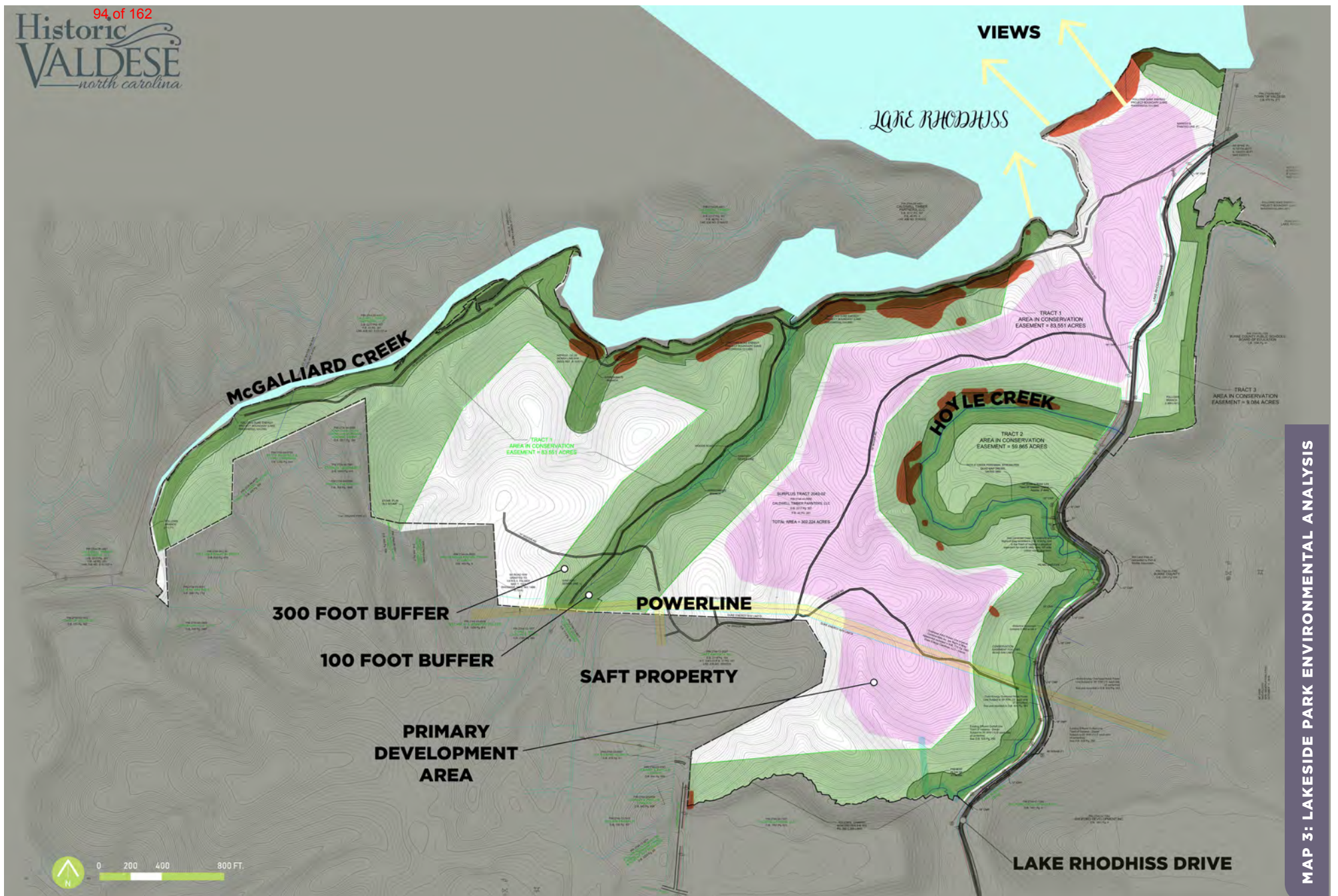
## HYDROLOGY & WETLANDS

Since the Town of Valdese used Clean Water Management Trust (CWMTF) grant funding to secure the Lakeside Park property, it is critical that all water resources are protected in accordance with CWMTF deed restrictions. These limitations include a 100' stream bank buffer that restricts all recreation uses except for trail crossings. Within the 100'-300' buffer, all recreation uses are permitted, but recreation structures and support facilities, such as parking areas and restrooms, are not allowed. There is, however, an area along the Lake Rhodhiss shore that is unrestricted by CWMTF that allows for lakeside development.

Three major water features are located on the property, including McGalliard Creek to the west, Hoyle Creek to the east, and Lake Rhodhiss to the north. Two unnamed creeks are centrally located and flow from south to north, directly into Lake Rhodhiss. Wetlands are found along the shore area and along an eastern section of McGalliard Creek.



Because of support of the NC Clean Water Management Trust Fund, the water resources at Lakeside Park, such as Hoyle Creek shown here, will be forever protected.



## BUILT ENVIRONMENT

Lakeside Park has limited development, primarily including public old roads, trails, and utilities. This section describes the existing built environment and public access areas.

### EXISTING STRUCTURES

#### Shelter

A single shelter currently exists along Lake Rhodhiss Road on the east edge of the property. A small hunting shack was located in the central flat area near the lake view building envelop, but this was removed by the town during the planning process.

#### Power Lines

A power line extends across the southeast section of the property and extends along the Saft Industries property border. This area is maintained by Duke Energy and is clear of large trees. No built structures can be located within the power line right of way.

#### Sewer Lines

A major sewer line extends west to east along the northern edge of the property near Lake Rhodhiss. Another sewer line extends south to north along the central unnamed tributary. Both of these sewer line easements are maintained and have vehicular road access.

#### Fencing

A 6' high fence is located on the eastern property line shared with the Town's wastewater treatment plant. Any future park facilities should be planned to deter users from going near this fence.

#### Public Access and Parking

Lake Rhodhiss Road, which extends along the east edge of the property, provides access for the two existing property entrances. The town recently installed a new gate at the southern entrance where there is also an improved road that once provided access to a hunting shelter (now removed). The northern entrance is gated to deter vehicular traffic.



Sewer Line



Existing Southern Entrance



Existing Northern Entrance

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MASTER PLAN



# CHAPTER 3

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## **PUBLIC ENGAGEMENT AND DRAFT PLAN**

# 3 PUBLIC ENGAGEMENT AND DRAFT PLAN

**T**his chapter outlines citizen input obtained throughout the planning process. The final park master plan was guided by a Council-appointed steering committee that conducted a series of stakeholder focus groups and a public planning workshop. This chapter provides a concise overview of the Town's recreation needs survey, steering committee meetings, focus group meetings, and the public workshop. This chapter includes two early plan concepts and the draft plan presented at the public workshop.

## IN THIS CHAPTER

01 RECREATION NEEDS SURVEY

02 PUBLIC MEETINGS

03 DRAFT PLAN

## RECREATION NEEDS SURVEY AND RELATION TO EXISTING FACILITIES

The Western Piedmont Council of Governments, on behalf of the Town of Valdese, developed a parks and recreation master plan in April 2013. An extensive recreation needs survey was developed as part of this plan and remains relevant as the Town considers its needs for Lakeside Park. The survey examined community recreation needs and wants for the entire town. Eighty-nine surveys were

completed, and the Lakeside Park Steering Committee used this information to guide decision-making. The survey's second highest activity of interest as identified by Valdese citizens aligns with a key priority of Lakeside Park: establish a town greenway and extensive series of walking trails.

**9. In Priority, which four facilities or improvements would you be most willing to fund with tax dollars. 4 points for 1st, 3 points for 2nd, 2 points for 3rd and 1 point for 4th**

1) Pool Valdese Recreation Center	<u>62</u>
→ 2) Walking Trail/Greenway McGalliard Park	<u>46</u>
3) Expand Recreation Center for fitness/Racquet Ball	<u>41</u>
4) New Parkland near Downtown	<u>21</u>
5) Install Air-Conditioning in Gym Valdese Recreation Center	<u>18</u>
5) Renovate Locker Rooms Valdese Recreation Center	<u>14</u>
7) Create an Area for Mountain Biking	<u>14</u>
8) Playground Equipment McGalliard Falls Park	<u>11</u>
8) Create New Parkland Near Lake Rhodhiss	<u>11</u>
8) Resurface Walking Track Football Field	<u>11</u>
11) Install Lights for Football Field	<u>9</u>
12) Resurface Gym Floor Valdese Recreation Center	<u>8</u>

### EXHIBIT 3 VALDESE PARK MEETS CITIZEN DEMANDS

The Recreation Needs Survey and steering committee meetings unveiled a clear vision for Lakeside Park: create an exceptional, destination-quality, lakeside passive park with open space, trails, water activities, mountain biking, and disc golf.

Lakeside Park will diversify Valdese's recreation offerings and compliment the Town's four (4) other major parks and recreation facilities: Valdese Family Splash Park; Children's Park; McGalliard Falls Park; and Valdese Recreation Center. Most of the Town's recreation facilities are oriented toward active recreation. Lakeside Park, however, would be by far the Town's largest passive park facility, offering 300 acres of trails, disc golf, lakeside activities, and would connect to McGalliard Falls Park via greenway. Lakeside Park is both a recreation AND economic development project (see Appendix A-1 for Economic Impact Study).



#### EXHIBIT 4

### LAKESIDE PARK TO COMPLIMENT EXISTING PARK FACILITIES

Lakeside Park provides for the second highest activity of interest among Valdese citizens: walking trails and greenways.

## PUBLIC MEETINGS AND DRAFT PLAN

This section provides an overview of four major public engagement meetings and activities. The first meeting was conducted with the town-appointed Project Oversight Committee (POC) and an advisory committee comprised of town officials, NC Wildlife Resources, and Foothills Conservancy. This general direction-setting meeting (November 2017) allowed for the consultant team to glean an understanding of park opportunities and constraints. Secondly, the Friends of Valdese Rec (FVR) conducted a series of focus groups (January 2018) to determine key stakeholder priorities. For the third meeting (March 2018), the consultant team presented to the POC a preliminary draft park concept; the POC then provided clear direction for the final master plan. A public workshop was then conducted in April 2018, for which the Town and FVR advertised extensively. During this meeting the consultant team presented an overview of the stakeholder focus group meetings, the draft plan, and an economic impact assessment. A visual preference station provided an opportunity for the community share their thoughts on park character and architecture. A comment station allowed for general comments for improving the plan. This section provides overview of each of these meetings and the public workshop.

***“ This section provides an overview of four major public engagement meetings and activities. ”***

### MEETING #1: DIRECTION SETTING WITH POC AND ADVISORY COMMITTEE (NOVEMBER 17, 2017)

The consultant team hosted a direction-setting meeting with the POC and advisory committee on November 17, 2017. The purpose of this meeting was to glean an understanding of key opportunities and constraints associated with Lakeside Park. The meeting was facilitated by the consultant team and included three primary question categories: park history; existing facilities; and future programming.



Officials from the Town, NC Wildlife Resources, and Foothills Conservancy discuss opportunities and constraints for park development.

PARK HISTORY	EXISTING CONDITIONS/ FACILITIES	FUTURE PROGRAMMING AND FACILITY OPPORTUNITIES
<ul style="list-style-type: none"> <li>» Recently purchased using CWMTF and PARTF dollars</li> <li>» Tremendous support for individual and corporate donors</li> <li>» Town sewer easements traverse near lake</li> <li>» Former hunting area with old hut</li> </ul>	<ul style="list-style-type: none"> <li>» 300+ Acres</li> <li>» Adjacent to McGalliard Falls Park</li> <li>» Some old, existing trails</li> <li>» Beautiful views</li> <li>» Must stay away from Saft Industries</li> <li>» High school next door</li> <li>» Several small streams</li> <li>» CWMTF restrictions</li> </ul>	<ul style="list-style-type: none"> <li>» Picnicking</li> <li>» Kayaking</li> <li>» Disc Golf</li> <li>» Natural playground</li> <li>» Bathrooms</li> <li>» Large shelter (could provide for live music too)</li> <li>» Greenway</li> <li>» Mountain Biking</li> <li>» Consider a dog park</li> <li>» Cross country trails</li> <li>» Economic development</li> <li>» Tourism</li> </ul>

#### EXHIBIT 5

### PROJECT OVERSIGHT COMMITTEE DIRECTION-SETTING MEETING SUMMARY

In November 2017, the consultant team facilitated a focused discussion among the Lakeside Park Project Oversight Committee (POC). The POC discussed the park's history and its existing facilities. Lastly, they brainstormed future programming opportunities, providing the consultant team with a clear plan direction.

## MEETING #2: FOCUS GROUP STAKEHOLDER MEETINGS (JANUARY 10, 2018)

The Friends of Valdese Rec (FVR) conducted a series of stakeholder focus groups between November 2017 and January 2018. This section briefly summarizes these meetings, but extensive notes from each meeting are provided within the Appendix.

### Disc Golf Focus Group Meeting



Nov. 14, 2017. Attendees included members of Burke Area Disc Golfers and U.F.O. of Hickory. The advisory team determined goals and desired features for the disc golf course. Major discussion topics included funding opportunities and high-quality course development in order to attract Professional Disc Golf Association events.

### Mountain Bike Focus Group Meeting



Nov. 30, 2017. Attendees included members of the Northwest NC Mountain Bike Alliance, Caldwell County High School Mountain Bike Team, and local bike shop owners and riders. The advisory team discussed aspects of the trails and related facilities and developed recommendations for moving the project forward. The team determined that the trails should provide a natural, back-country experience while catering to a variety of skill levels.

### General Public Input Meeting



Dec. 5, 2017. The general public was invited to a round table discussion concerning park marketing materials, images, and amenity prioritization. The group concluded that the first priority should be to connect a greenway trail between McGalliard Falls and Lakeside Park.

### Running Focus Group Meeting



January 8, 2018. Attendees included local cross-country and trail running groups. Discussion centered on the race course requirements for various running events.



Friends of Valdese Rec engaged runners, cyclists, and disc golf stakeholders throughout the planning process.”

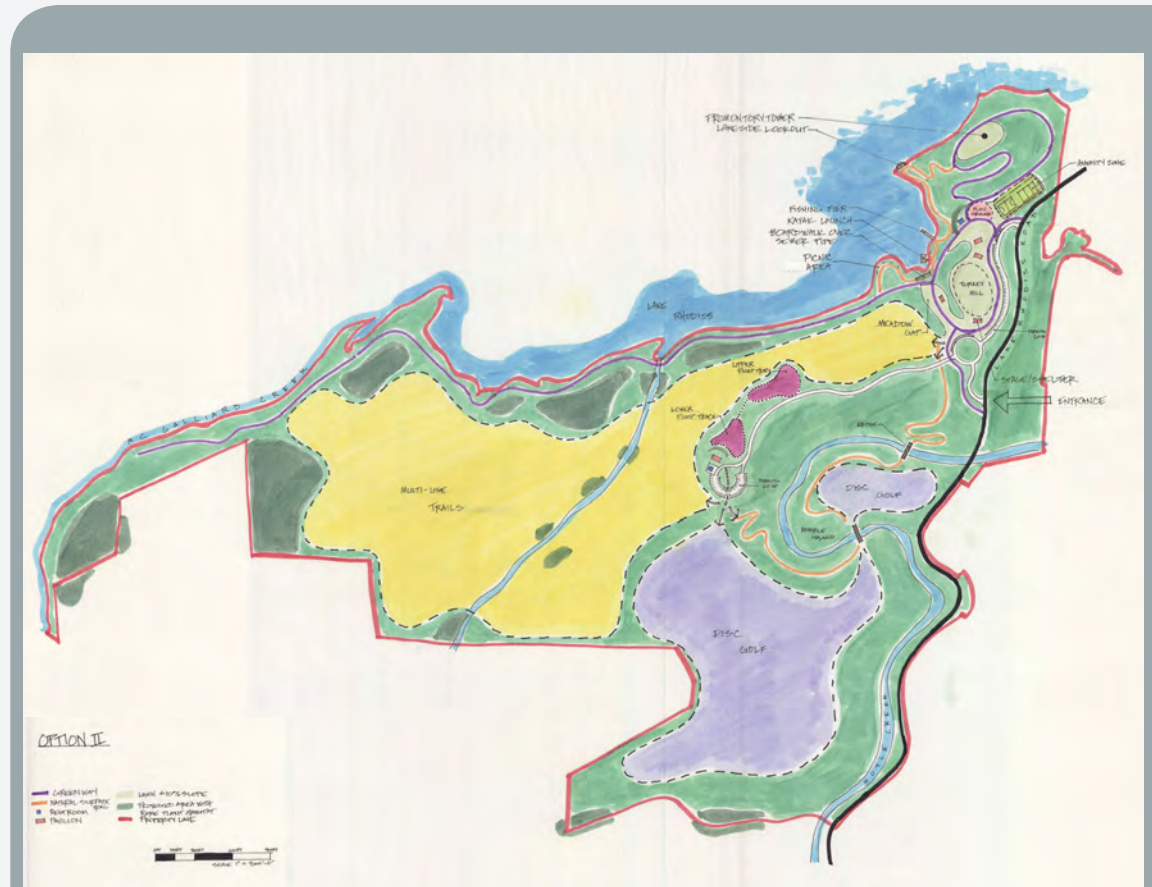
### MEETING #3: PRELIMINARY PLAN PRESENTATION WITH PROJECT OVERSIGHT COMMITTEE (MARCH 13, 2018)

Based on information gleaned from an extensive site analysis, initial meetings, and stakeholder focus groups, the consultant team presented a preliminary draft plan to the POC. The consultant's objective was to generate ideation among the POC by showing a range of plan options and ultimately obtain consensus on overall park direction among the diverse stakeholder group.

After nearly two hours, the POC reached consensus. Points of agreement included the following: a central open green that provides for lake views; an experiential playground; dog park; a single large shelter; 4-5 small shelters; a paved walking path and greenway; a mountain biking trail system; disc golf course; bicycle pump track; and an entrance plaza.

The greatest challenge discussed pertained to cost estimate associated with the design. The preliminary concept called for two separate parking and visitor orientation areas, with the upper area serving disc golf and mountain biking, while the lower area serves greenway and passive park users. Although the large property can allow for this type of use separation, consensus was to remove the upper parking area and remove the need for the required road infrastructure and additional bathrooms.

The consultant team agreed to redesign the park providing for all facilities around a central green and parking area near the park entrance.



#### EXHIBIT 6 PRELIMINARY PLAN CONCEPT PRESENTED TO THE POC IN MARCH 2018

The preliminary plan called for an upper parking area to serve disc golf and mountain biking users. Due to budget constraints, the POC and consultant team agreed that the final park design should create a single visitor orientation area for all users.

## MEETING #4: DRAFT PLAN PRESENTATION AND PUBLIC WORKSHOP (APRIL 3, 2018)

After extensive advertising by FVR and the Town through social media sites and email lists, approximately fifty (50) citizens attended the Lakeside Park Master Plan Workshop. The consultant team presented an overview of park opportunities and constraints, including CWMTF restrictions, a summary of stakeholder focus group meetings, the draft master plan (page right), and an economic impact assessment. A

visual preference station provided an opportunity for the community share their thoughts on park character and architecture.

A report outlining the visual preference survey, a summary of written comments, and an overview of the economic impact analysis, which demonstrates a conservative impact of \$970,000 in annual visitor spending, is provided within the Appendix.

***The economic impact study\* developed for the Lakeside Park revealed a conservative annual economic impact of \$970,000.***

*\*see appendix*



Valdese Mayor, Chip Black, provides a warm welcome to all in attendance and highlights how the park is part of the Town's economic development strategy to attract and retain younger demographics.



Seth Eckard, Valdese Town Manager, addresses the more than 50 citizens and stakeholders from throughout the region that attended the planning workshop.



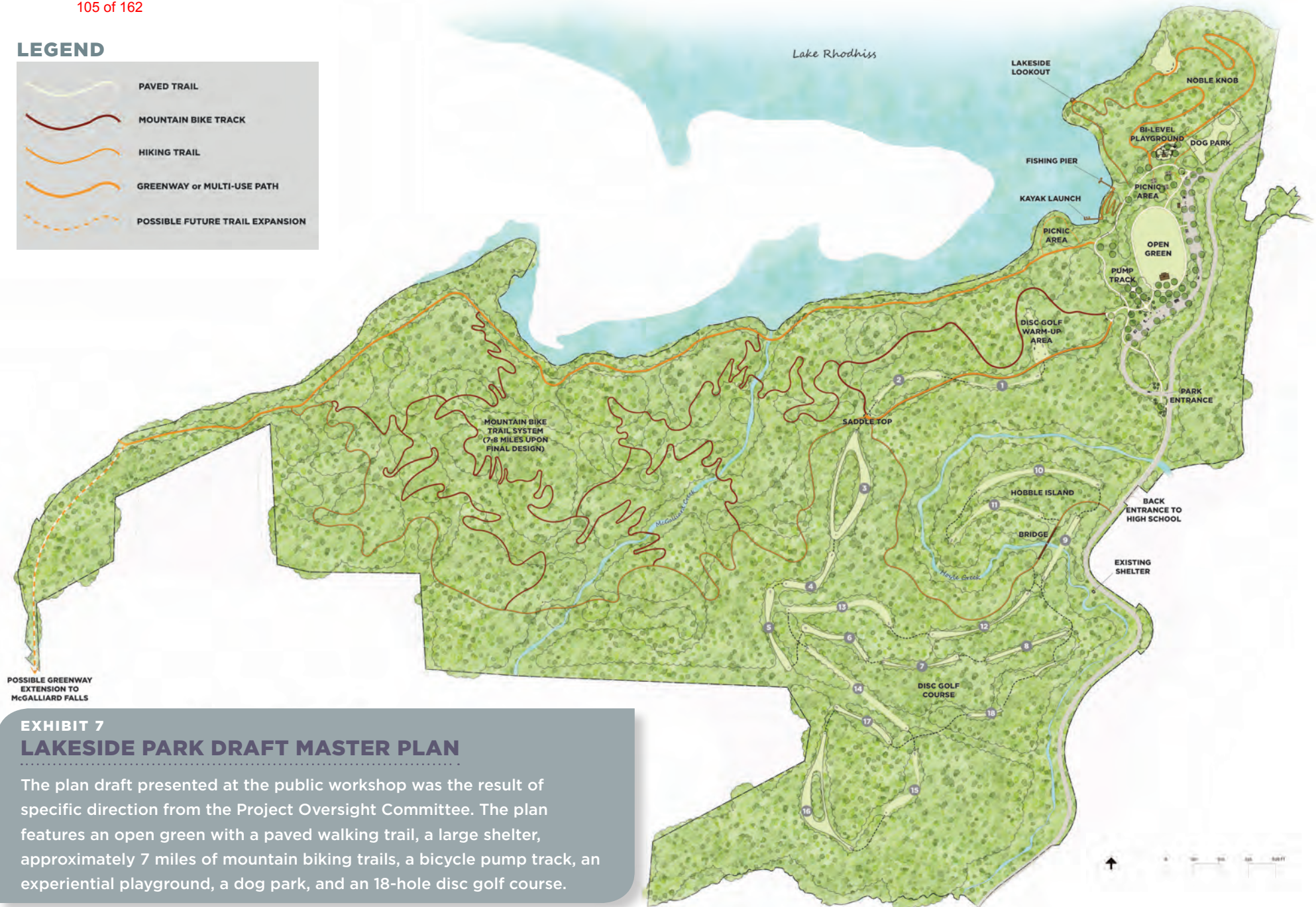
Beth Heile, President of the Friends of Valdese Rec, converses with workshop attendees about the park elements and design.



Workshop attendees discuss the Lakeside Park Master Plan.

**LEGEND**

	PAVED TRAIL
	MOUNTAIN BIKE TRACK
	HIKING TRAIL
	GREENWAY or MULTI-USE PATH
	POSSIBLE FUTURE TRAIL EXPANSION

**EXHIBIT 7****LAKESIDE PARK DRAFT MASTER PLAN**

The plan draft presented at the public workshop was the result of specific direction from the Project Oversight Committee. The plan features an open green with a paved walking trail, a large shelter, approximately 7 miles of mountain biking trails, a bicycle pump track, an experiential playground, a dog park, and an 18-hole disc golf course.

VALDESE  
**LAKESIDE  
PARK**

---

MASTER PLAN

# 4 CHAPTER

---

## RECOMMENDATIONS

# 4 RECOMMENDATIONS

**T**his chapter features the final Lakeside Park Master Plan, including a description of all program and physical elements. Plan recommendations are organized according to three planning “zones” that highlight distinctive areas of the park. Collectively, the Lakeside Park vision is realized: create an exceptional passive park that serves the all ages with open space, greenways, picnicking, and lakeside opportunities while attracting visitors from throughout the region with an exceptional mountain biking trail system and destination-quality disc golf course.

## IN THIS CHAPTER

01 PRECEDENT IMAGES

02 FINAL MASTER PLAN

03 MASTER PLAN PROGRAM AND  
PHYSICAL NEEDS

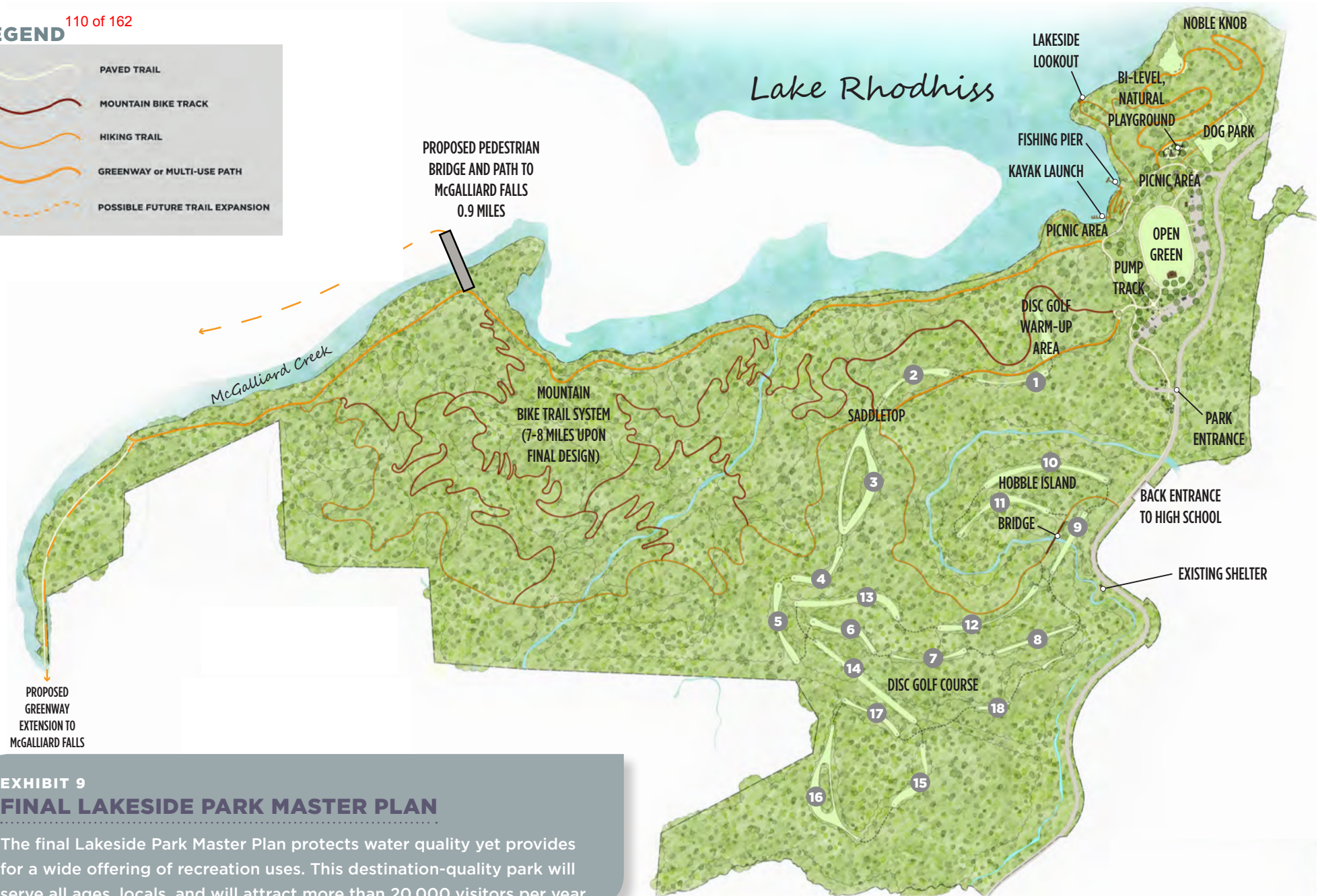




## EXHIBIT 8 PARK FACILITIES AND PRECEDENT IMAGES

Lakeside Park will be a destination-quality passive park anchored by an open green, greenways, mountain biking trails, lakeside activities, and a disc golf course.

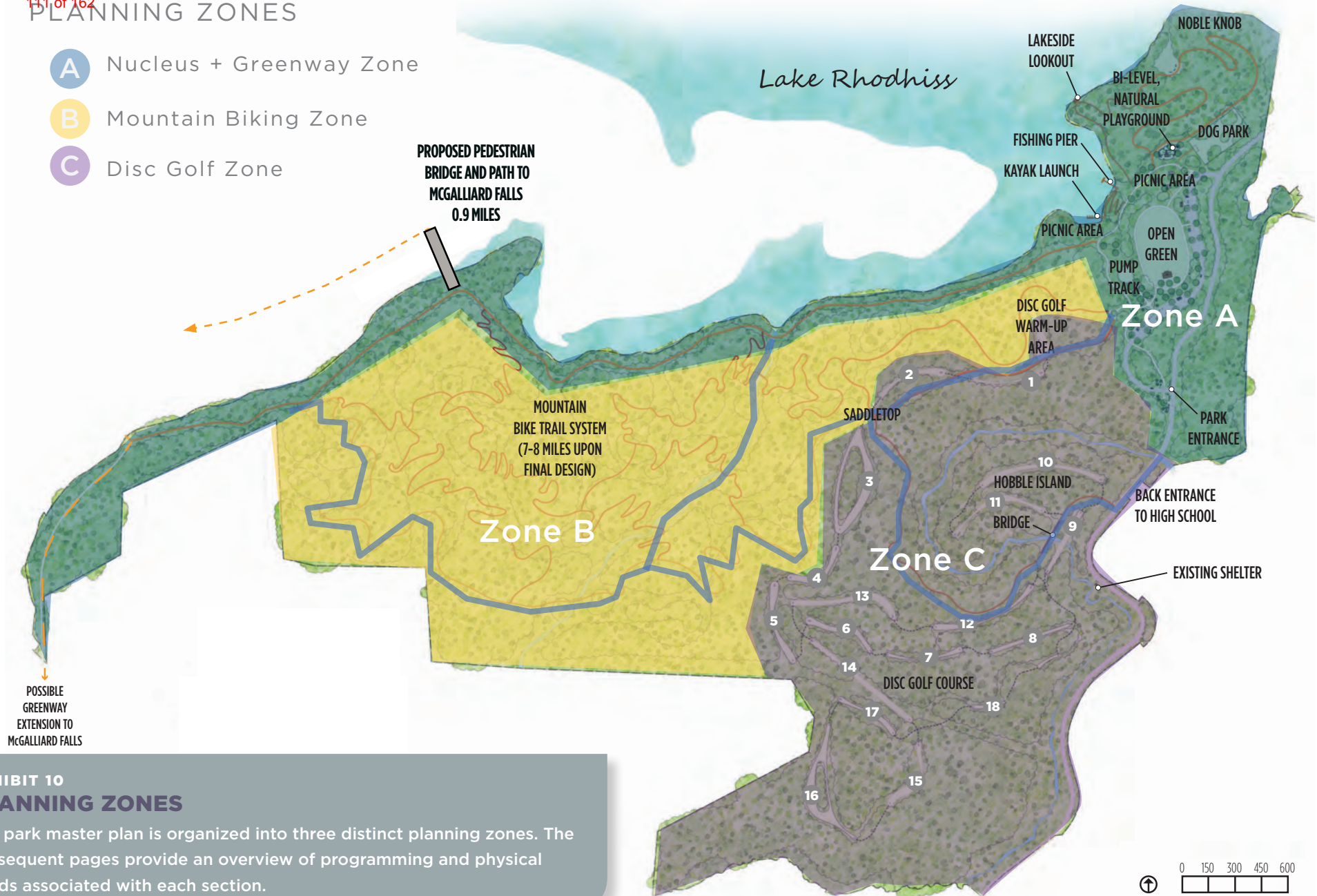


**LEGEND****EXHIBIT 9****FINAL LAKESIDE PARK MASTER PLAN**

The final Lakeside Park Master Plan protects water quality yet provides for a wide offering of recreation uses. This destination-quality park will serve all ages, locals, and will attract more than 20,000 visitors per year.

# PLANNING ZONES

- A** Nucleus + Greenway Zone
- B** Mountain Biking Zone
- C** Disc Golf Zone



## EXHIBIT 10 PLANNING ZONES

The park master plan is organized into three distinct planning zones. The subsequent pages provide an overview of programming and physical needs associated with each section.

## MASTER PLAN PROGRAM AND PHYSICAL NEEDS

This section provides an overview of the recommended program and physical needs associated with the final master plan's three Plan Zones, including: A) Nucleus and Greenway; B) Mountain Biking; and C) Disc Golf.

### PLAN ZONE A: NUCLEUS AND GREENWAY



Plan Zone A serves as the heart of Lakeside Park, offering key park elements that will attract all ages and a variety of user groups. This zone includes the following amenities: large open green and pavilion; multi-use paths and greenway; pedestrian bridge; dog park; outdoor exercise stations; bi-level natural playground; picnic area; bike pump track; kayak launch; fishing pier; bird watching platform and education signage; park entrance and visitor orientation area; and restrooms. A brief description of each element is provided.

#### Open Green and Pavilion

An open green, approximately 1 acre in size, is located in the center of Zone A. This area will require some extensive grading and tree removal, but will provide for dramatic lake views. A ¼-mile paved walking trail encircles the green, while a large pavilion is situated on the south end. The green will provide for open play and special events.

#### Multi-Use Paths and Greenway

There is approximately 1 mile of 10' wide, paved trails. Paved trails encircle the open green and extend to connect to other amenities, including the picnic area, dog park, exercise stations, lakeside amenities, and pump track. Approximately 1.5 miles of additional natural surface trails extend west along Lake Rhodhiss and McGalliard Creek to McGalliard Falls Park and to the northern knoll, Nobles Knob.

#### McGalliard Falls Connector Trail & Bridge

The 4,800-ft. natural surface McGalliard Falls Connector Trail will extend west along McGalliard Creek's northern bank, connecting the park to McGalliard Falls. A pedestrian bridge will be constructed over McGalliard Creek near the creek's confluence with Lake Rhodhiss to connect the trail to the park's natural surface trail system.

#### Dog Park

A one-acre area is dedicated for a dog park. With the development of detailed construction documents, two areas separating small and large dogs will be provided.

#### Bi-level Natural Playground

An experiential, bi-level playground will be constructed to take advantage of the lower slopes of Nobles Knob. The small playground is located near the picnic area and dog park, and will feature a slide built into the natural slope.

#### Picnic Area

To the north of open green walking track users can easily access a picnic area that will accommodate 12 picnic tables situated on three 30'x30' gravel pads.

#### Pump Track

West of the open green is a bicycle pump track, which is a special form of biking that allow users to use their motion and weight to "pump" through the track rather than pedal.

#### Kayak Launch and Fishing Pier

The kayak launch and fishing pier are planned for in the small cove located northwest of the open green.

#### Bird Watching Platform and Education Signage

A bird watching platform and educational signage will be provided at the Lakeside Lookout.



## EXHIBIT 11 PARK NUCLEUS

The park nucleus includes a large open green and pavilion, multi-use paths and greenway, outdoor exercise stations, bi-level natural playground, picnic area, dog park, bike pump track, kayak launch, fishing pier, park entrance and visitor orientation area, and restrooms.



0 40 80 120 160



BIRD'S EYE OF ENTRANCE

#### EXHIBIT 12 ENTRANCE CONCEPT

A modest, but elegant entrance will welcome park users. The park sign will feature rock elements as requested by local citizens and project stakeholders.



ENTRANCE SIGN ENLARGEMENT

### Park Entrance, Parking, Restrooms, and Visitor Orientation

The park entrance is located off Lake Rhodhiss Drive and provides access to 123 parking spaces. The west side of the parking area has a sidewalk that extends south to the visitor orientation area, which will feature a donor wall and information kiosk. To the north are restroom facilities and a kayak/canoe drop-off.

### PLAN ZONE B: MOUNTAIN BIKING



Zone B is dedicated to a mountain biking trail system that can also accommodate hikers and runners. The trail system should be developed as a design-build project in which a professional trail designer is responsible for both the final design and construction. The trails illustrated on the master plan are conceptual. It is expected that this area can provide between 7 and 8 miles of trail.

### PLAN ZONE C: DISC GOLF



Zone C is dedicated to an 18-hole disc golf course. The course illustrated on the master plan is conceptual; a professional disc golf designer will need to design and oversee construction of the course.

VALDESE  
**LAKESIDE  
PARK**

---

MASTER PLAN

# CHAPTER 5

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## IMPLEMENTATION

# 5 IMPLEMENTATION

**V**aldese Lakeside Park will be well received among grant-making agencies that support general recreation development, trails and greenways, and water quality and access. A specific grant procurement strategy will depend on how successfully the Town can continue to secure grant-matching funds. Nevertheless, this chapter establishes priorities for plan implementation, a summary of physical needs, and an associated budget. The final section of this chapter outlines specific grant funding agencies.

## IN THIS CHAPTER

01 PRIORITIZATION, PHYSICAL NEEDS  
SUMMARY, AND BUDGET

02 GRANT FUNDING PARTNERS MATRIX

## PRIORITIZATION, PHYSICAL NEEDS SUMMARY, AND BUDGET

Each implementation phase reflects the overall organization of the master plan; if Lakeside Park cannot be developed at once, the park should be phased accordingly: 1) Nucleus and Greenway; 2) Mountain Biking; and 3) Disc Golf.

### PHASE 1: NUCLEUS AND GREENWAY

The Nucleus and Greenway planning zone will attract the greatest variety of ages and user groups. This area is anchored by an open green and pavilion, multi-use paths and greenway, pedestrian bridge, outdoor exercise stations, bi-level natural playground, picnic area, and a dog park. The table below includes a summary of all physical improvements and their projected costs. Depending on the success of fundraising, it may be necessary to break Phase 1 into two or more phases.



#### EXHIBIT: 13

#### PHASE 1: ESTIMATE OF PROBABLE COSTS

Prep Costs				
Site Prep: Clearing, Grubbing, Erosion Control		LS		\$54,500.00
Grading		LS		\$190,000.00
Staking		LS		\$15,000.00
Utility Install	600	LF	\$26	\$15,600.00
Topo Survey				\$18,000.00
Park Infrastructure				
New Roads	23256	SF	\$5.00	\$116,280.00
Parking Lots	45471	SF	\$5.00	\$227,355.00
Parking Walkways	5562	SF	\$5.00	\$27,810.00
Parking Lighting	10	EA	\$4,800.00	\$48,000.00
Pavement Marking & Wheel Stops		LS		\$62,000.00
Parking Lot Stormwater Infrastructure		LS		\$15,000.00
Restroom Building		LS		\$150,000.00
Pedestrian Bridge	1	EA		\$250,000.00
Picnic Areas	3	EA	\$4,000.00	\$12,000.00
Pavilion - large	1	EA	\$85,000.00	\$85,000.00
Fishing Pier		LS		\$40,000
Kayak Launch		LS		\$40,000
Bird Watching Platform & Education Signage		LS		\$86,250.00
Pump Track	1	EA	\$15,000.00	\$15,000.00
Donor wall and entrance plaza		LS		\$50,000.00
Directional Signage & Regulatory Signage	20	EA	\$800.00	\$16,000.00
Kiosks (with custom map design)	2	EA	\$6,000.00	\$12,000.00
New Entrance Feature (Sign and Walls)		LS		\$26,620.00
Landscaping (materials and installation)		LS		\$96,000.00
Playground		LS		\$60,000.00
Dog Park (including fencing)		LS		\$18,000.00
Multi-Use Trails				
Paved Trail	5735	LF	\$70.00	\$401,450.00
Unpaved Multi-Use Trail	12143	LF	\$35.00	\$425,005.00
Stormwater Infrastructure				\$30,000.00
<b>Subtotal</b>				<b>\$2,602,870.00</b>
Mobilization (3%)				\$78,086.10
Contingency (7%)				\$182,200.90
Engineering, Permitting & Design (16%)				\$416,459.20
<b>Total Estimate</b>				<b>\$3,279,616.20</b>

## PHASE 2: MOUNTAIN BIKING

Phase 2 implementation should include the proposed seven-mile mountain biking trail network. These trails will also provide for walking and running users. This contract should be issued as “design-build,” providing a professional trail builder with authority to appropriately design the trail system for a set cost per linear foot (\$5 per foot).



### EXHIBIT: 14

#### PHASE 2: ESTIMATE OF PROBABLE COSTS

Mountain Biking Trail System					
Single Track Trails (design/ build)	36960	LF	\$	5.00	\$ 184,800.00

## PHASE 3: DISC GOLF

This final phase of park construction should include the disc golf course, walking trails, and pedestrian bridge.



### EXHIBIT: 15

#### PHASE 3: ESTIMATE OF PROBABLE COSTS

Disc Golf Course					
Disc Golf Infrastructure (including unpaved trails)		LS		\$	80,000.00
Pro Design				\$	40,000.00
Pedestrian Bridges (Non ADA)	1	EA	\$	125,000.00	\$ 125,000.00
<b>Subtotal</b>				<b>\$</b>	<b>245,000.00</b>
Mobilization (3%)				\$	7,350.00
Contingency (7%)				\$	17,150.00
Engineering, Permitting & Design (16%)				\$	39,200.00
<b>Total Estimate</b>				<b>\$</b>	<b>308,700.00</b>

## GENERAL IMPLEMENTATION RECOMMENDATIONS AND GRANT FUNDING

A specific grant procurement strategy will depend on how successfully the Town can secure matching funds. Often, grants can be leveraged “against each other,” creating a matching funds source without the contribution of any local dollars. This document was prepared according to standards developed by the NC Parks and Recreation Trust Fund (PARTF), and this grant source should anchor any grant procurement strategy developed by the Town of Valdese.

Valdese Park will compete well among three (3) grant programs managed by North Carolina: NC Parks and Recreation Trust Fund; NC Recreation Trails Program; and NC Water Resources. Also, efforts should be made to continue securing private funds from throughout the Town of Valdese. A summary of these funding sources is provided in the table below.

### GENERAL IMPLEMENTATION RECOMMENDATIONS

The Town should consider the following as it works to implement the Lakeside Park Master Plan:

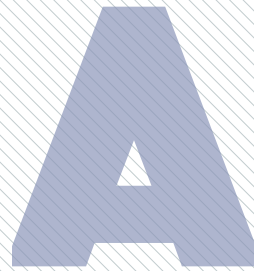
1. Place Lakeside Park within the Town’s Capital Improvement Plan; this will strengthen your PARTF application;
2. If secured, PARTF grants can be implemented over a three (3) year period. To navigate the PARTF grant cycle and obtain a grant contract will take nearly a year; for budgeting purposes, note that fiscal impacts upon the Town can be spread across these four (4) years; and
3. Work to secure an NC Water Resources grant prior to applying for a PARTF grant.

#### EXHIBIT: 16

#### POSSIBLE GRANT FUNDING SOURCES FOR LAKESIDE PARK

Partnership Funding Agency	Lakeside Park Implications	Maximum Amount	Matching Funds Required	Deadlines
<b>Clean Water Management Trust Fund (CWMTF) (<a href="http://www.cwmf.net">www.cwmf.net</a>)</b>	Land Acquisition: Fee Simple or Easement. Must protect floodplain areas. Greenway trails and other park areas are allowed.	Based on 6/2015 discussion with staff, a \$750K multi-year application would be welcome.	Not specified, but 20% is competitive	February 1st
<b>NC Water Resources (NCWR) (<a href="http://www.ncwater.org">www.ncwater.org</a>)</b>	River access areas or greenways along rivers	N/A	50%	January 1st and June 1st
<b>Recreation Trails Program (RTP) (<a href="http://ncparks.gov/About/grants/main.php">ncparks.gov/About/grants/main.php</a>)</b>	All types of trails and greenways	\$100,000.00	25%	February 1st
<b>Parks and Recreation Trust Fund (PARTF) (<a href="http://ncparks.gov/About/grants/main.php">ncparks.gov/About/grants/main.php</a>)</b>	All types of parks, trails, and recreation facilities	\$500,000.00	50%	April
<b>Appalachian Regional Commission (ARC)</b>	Natural Resource and Heritage	\$300,000	20%	June

**“ This document was prepared in accordance with NC Parks and Recreation Trust Fund (PARTF) standards. This grant source should anchor any grant procurement strategy developed by the Town of Valdese.”**



# APPENDIX

## IN THIS CHAPTER

42 A-1: PUBLIC MEETING SUMMARY  
REPORT

62 A-2: CWMTF PROPERTY REQUIREMENTS

## A-1: PUBLIC MEETING SUMMARY REPORT

### Valdese Lakeside Park Public Workshop: **Visual Preference Survey & Economic Impact Projections**

**4/3/18**

A public workshop was held on April 3, 2018 for the Valdese Lakeside Park Master Plan to allow for citizen input.

The meeting included a presentation of the draft plan by consultants Destination by Design, Q&A, an opportunity for written comments, and a visual preference survey for park facilities.

Summary Contents: Visual Preference Survey Results, List of Comments, and Economic Impact Projections.



## Visual Preference Survey: Method

The Visual Preference Survey consisted of three design styles: Traditional; Lakefront; and Contemporary (*see next page*).

Citizens were asked to rank the design styles from 1 (most preferred) to 3 (least preferred).

The public was also encouraged to indicate any specific images that they preferred within the general styles.

Preferences for specific images are indicated in the “Public Comments” section of this document.

Valdese Lakeside Park  
Visual Preference Survey

Please rank the following visual styles from 1 (most preferred) to 3 (least preferred).

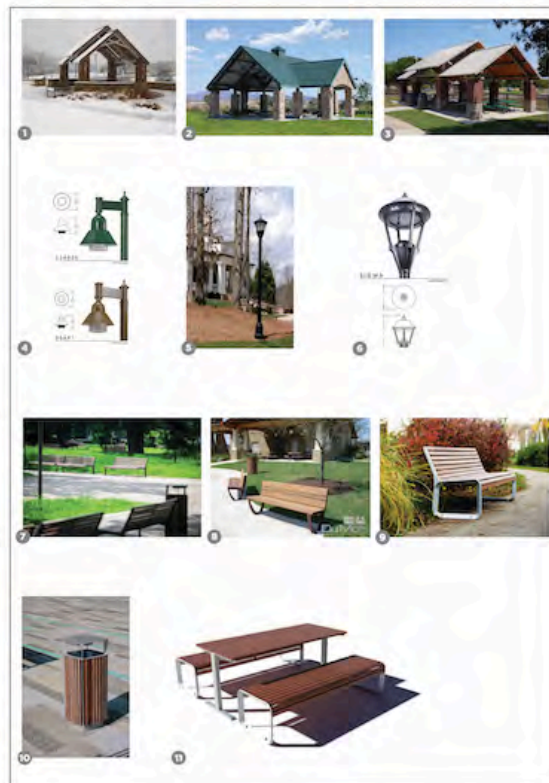
\_\_\_ Traditional  
\_\_\_ Lakefront  
\_\_\_ Contemporary

Comments:

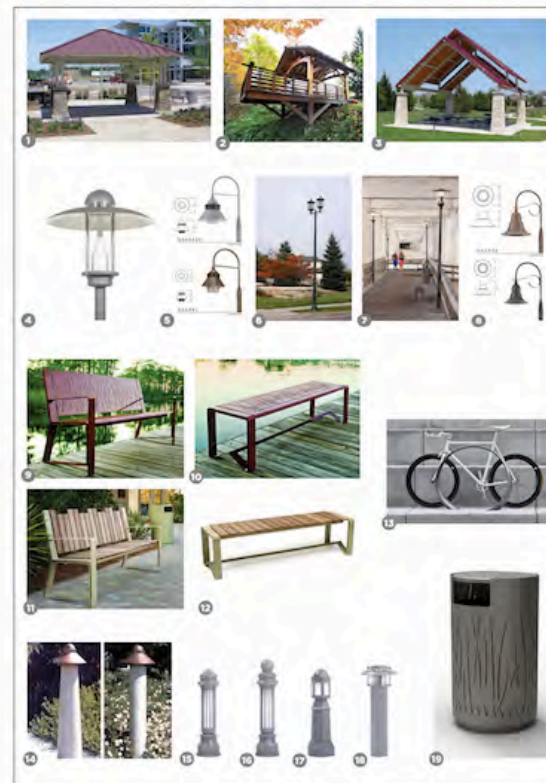
VALDESE  
LAKESIDE  
PARK  
MASTER PLAN

# Park Facilities

## A TRADITIONAL



## B LAKEFRONT



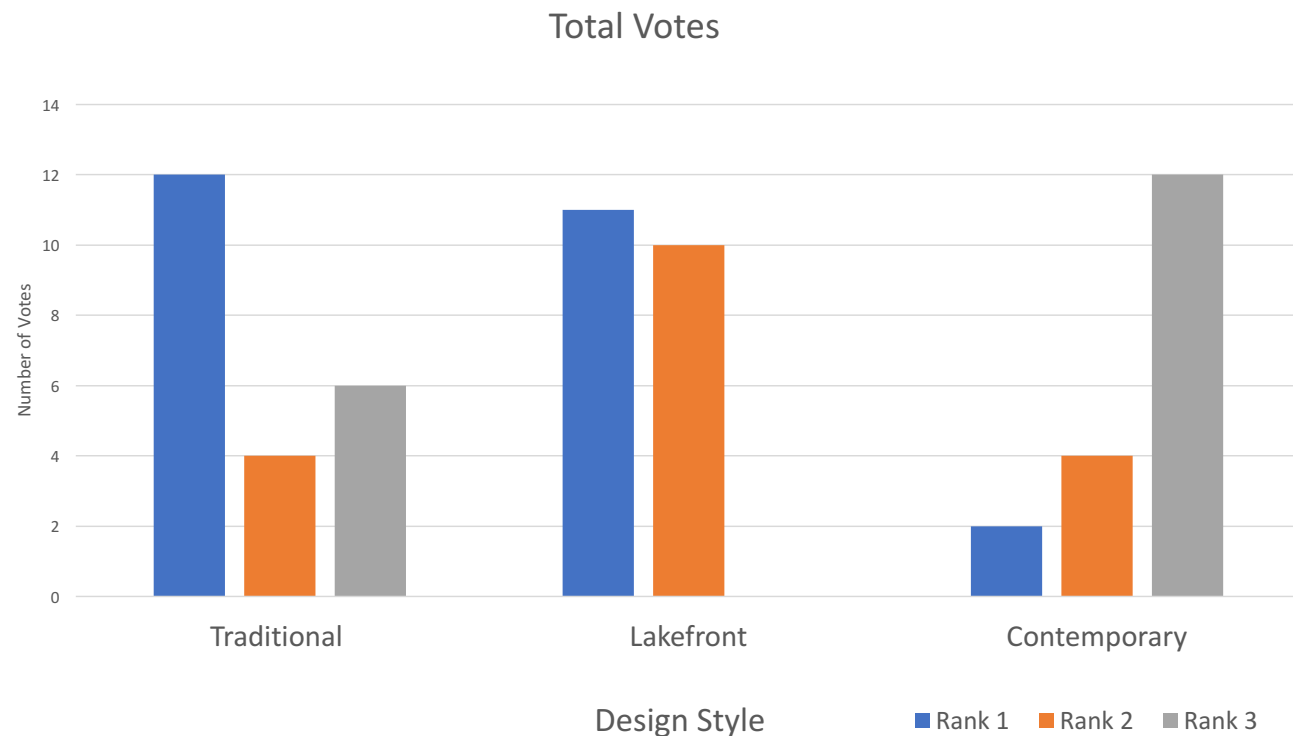
## C CONTEMPORARY



## Visual Preference Survey: Total Votes

The Traditional style received the most #1 rankings.

However, the Lakefront style followed closely and received the most #2 ranks.

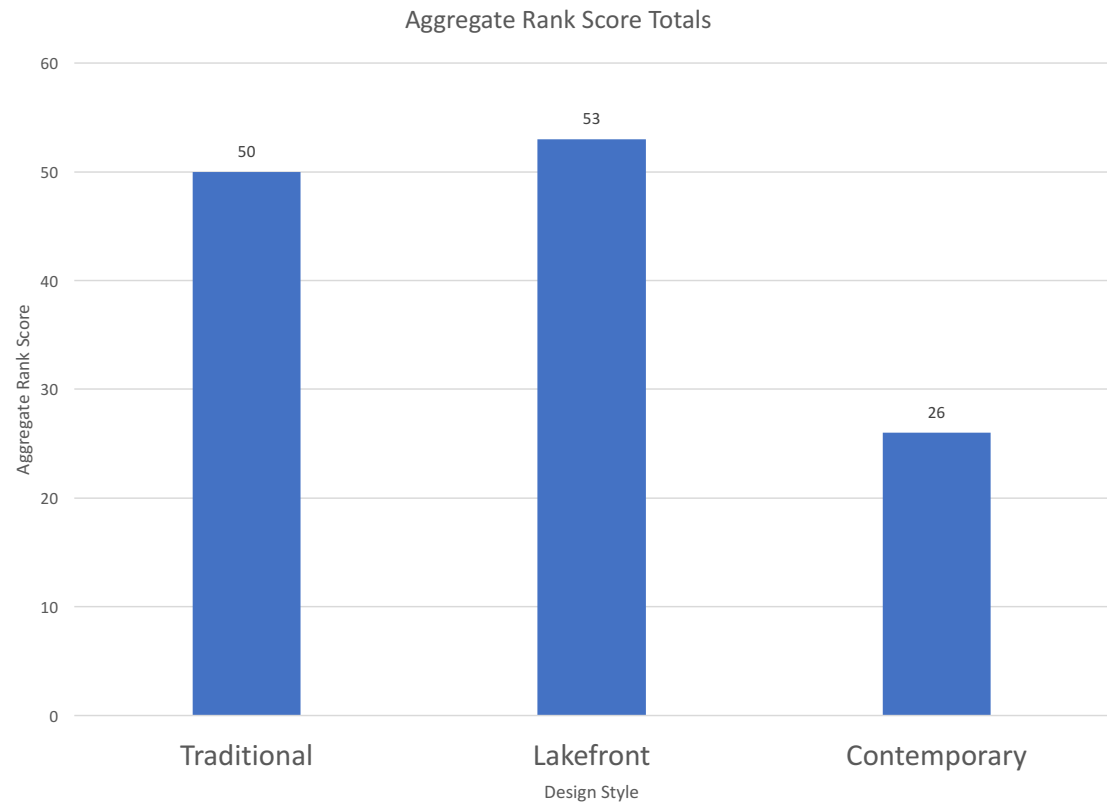


# Visual Preference Survey: Aggregate

The following graph represents the aggregate rank score for each style.

Scoring was based on a value system:

- Rank 1=3 points
- Rank 2=2 points
- Rank 3=1 point

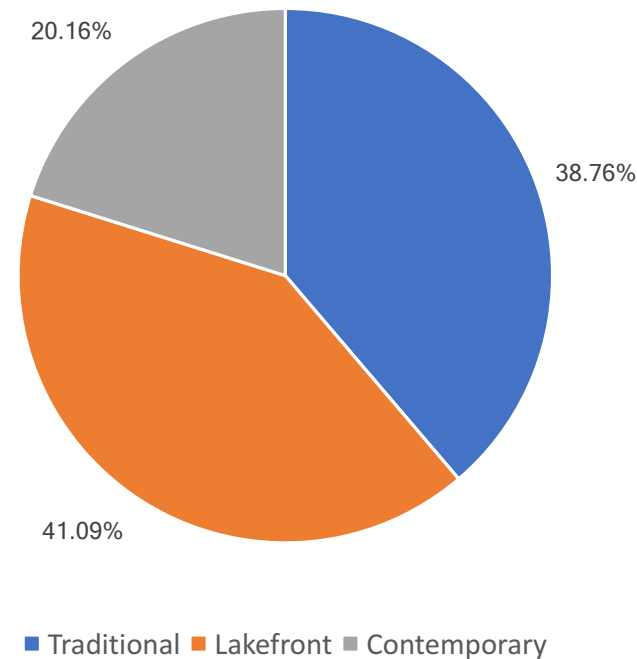


## Visual Preference Survey: Aggregate

The following chart represents each design style's aggregate score as a percentage in relation to the total number points catalogued.



Aggregate Rank Score Percentage of Total





## Public Comments

- I think it should highlight our lakefront in the park. McGalliard Falls Park is excellent connecting the two and encouraging use of both would seem to be beneficial.
- Great presentation! Maybe put exercise stations in one area and eventually add equipment for the elderly.
- It would be nice to have the visitor center and picnic shelters to be built of stone (like other things in Valdese). I would suggest field stone or river rock if they are cheaper. Ask clubs and scouts to collect these. A red roof would stand out among the trees. Visitor area needs restrooms. People who travel in with children will need a restroom immediately. *Indication of preference for item #2 in Traditional Style.*
- *Indication of preference for items #9, #10, & #2 in Lakefront Style.*
- Need additional bathrooms.
- Liked small exercise stations scattered.
- I like lighting #8 within the Lakefront Style the best.
- For entrance...consider berms.
- *Indication of preference for item #2 in the Contemporary Style and items #9, #19, and #10 in the Lakefront Style.*
- *Indication of preference for item #3 in the Traditional Style*

## Public Comments

- When I decided to donate to this park project, I envisioned a rural type park for the enjoyment of nature by Valdese citizens and visitors. I totally agree with walking, running, biking, etc. trails along with lake use activities like fishing and canoeing etc. To try to bring in a large number of people for disc golf etc. is not appealing to me as the town of Valdese will benefit much less than projected in my opinion. We will pay through our taxes and donations for this park but, with no accommodations for overnight visitors, most of the benefit will go to Hickory and Morganton. The projections by Catawba Meadows management is overstated as reported to me by people who are travelling by there frequently. Let's do the greenway trails etc. and see results before jumping into this disc golf etc. section. Take it one step at a time with minimal tax increase as there are many other necessary issues that is going to require drastic expenditures.
- Would like to see a better breakdown of a 40-mile radius. I think economic impact would change drastically.
- Possible town uses to increase ROI. Develop a festival along the lines of say the Highland Games Linville pulls off every year. Many of the proposed amenities mirror those of the Whitewater Center who got a lot of day trippers just for the non white water events.

## Public Comments

- Love contemporary picture #2 mix of Valdese stacked stone, modern art and excellent function of space! Love Lakefront pic #2 for a lookout feature. Love contemporary #4 bench very “young & artsy” look. Use Art. Incorporate the modern to attract the young people! Please!!!
- Consider using Rock design that is used throughout Valdese. Put hiking trail around outside of disc golf course.
- Need SST’s-Sweet Smelling Restrooms. Wilson Creek.
- How are we addressing handicap accessibility? Especially with the playground areas. Are the trails and greenways related at all to the walk RCV plan?
- Definitely need Rock work incorporated.
- Definitely would like the extension to McGalliard Falls Park. I live there and there are people always there. Would be a source of additional parking and overflow participants from ball field.

# Economic Impact

## Key Elements:

Good Data and Reasonable Assumptions



## Economic Impact

1. The Market: Potential Visitors
2. Penetration Rate: To what extent can you attract your market
3. Visitor Type & Spending: Day Trip vs. Overnight
4. Projected Visitors X Spending = Economic Impact

### Key Elements:

Good Data and Reasonable Assumptions



## Market

- 2013 North Carolina Trail Use Survey: 33% of adult North Carolinians used a trail in the past 12 months
- 60 mile trade area population (2.25 million) X .33 = 743,334
- 3% penetration = 22,300
- 5% penetration = 37,166

# Disc Golf

- Visitation Range (typical): 13,000 – 20,000
- Houck Design:
  - Annual Visits: 40,000
  - Overnight: 4,000

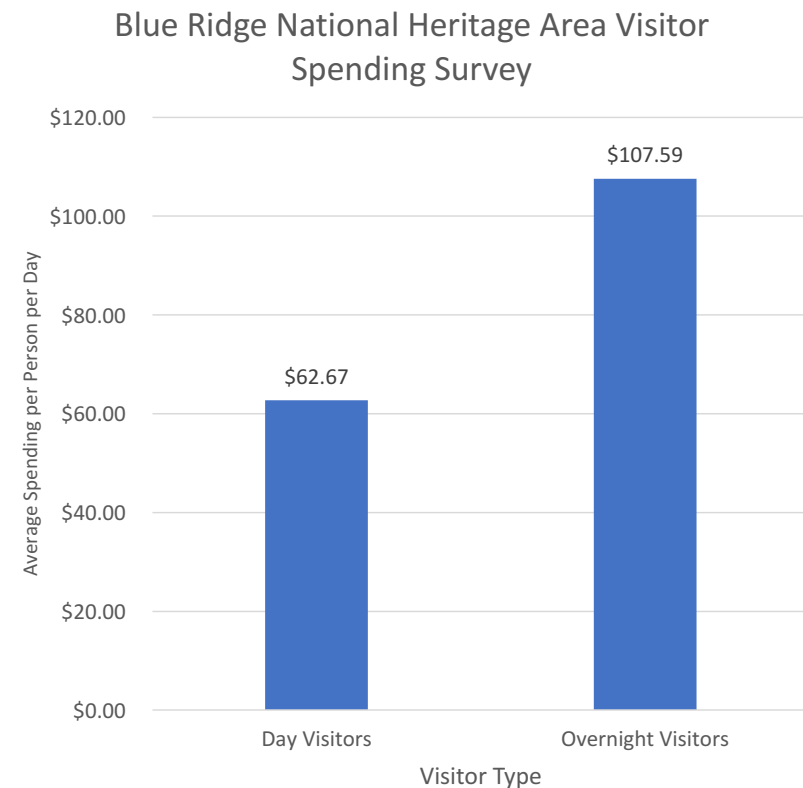
## Professional Disc Golf Association in 2015

- 52% of disc golf players have College or Post Grad Education
- 85% have some college
- 18% earned \$100,000 a year or more



## Visitor Spending and Type

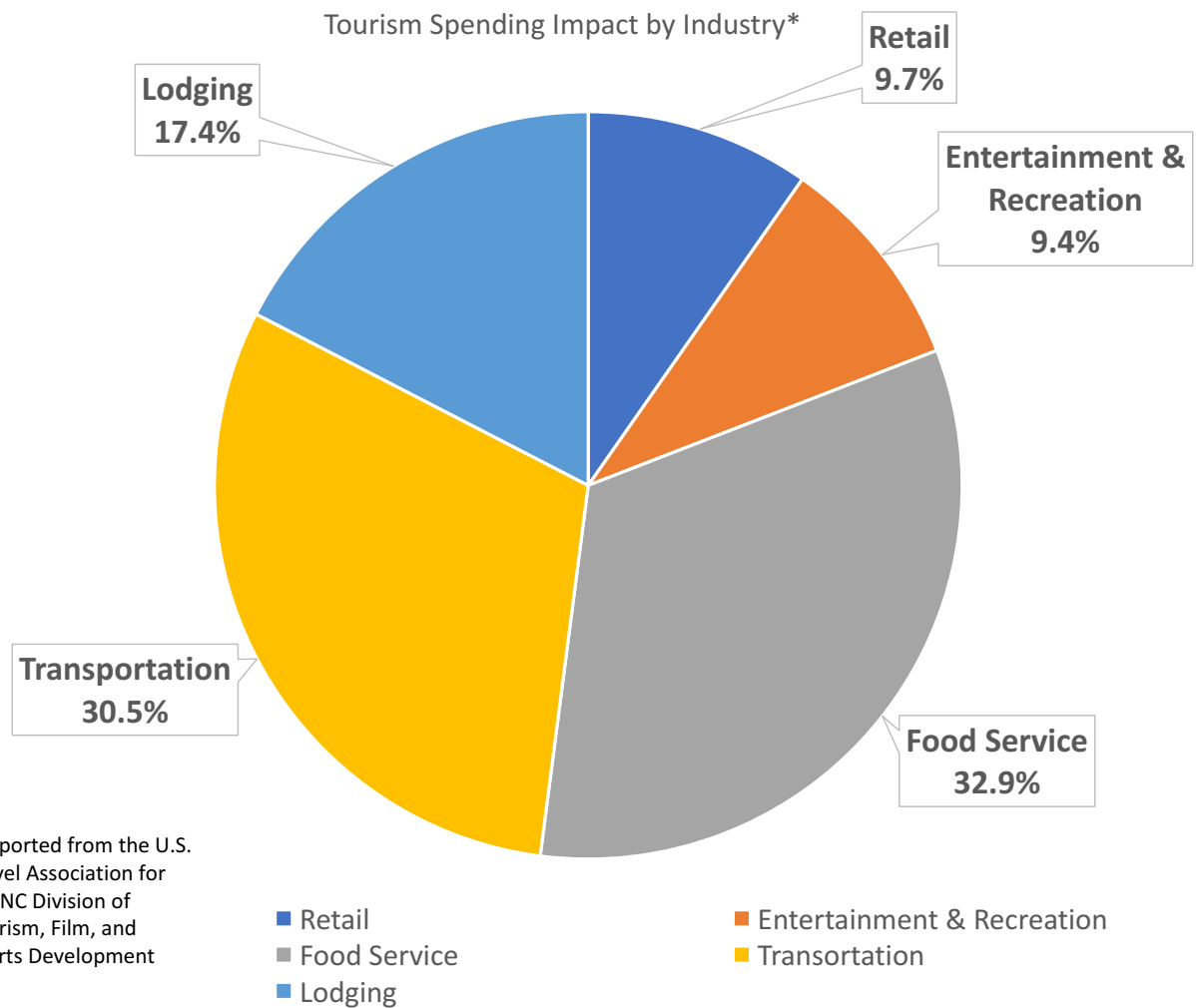
- Blue Ridge National Heritage Area (BRNHA) 2013 study
- 4,500 + visitors
- Day visitors: **\$62.67 per day**
- Overnight visitors: **\$107.59 per day**
- A Virginia Creeper Trail (VCT) study found that 72% of non-local visitors were day visitors & 28% were overnight visitors



## Visitor Spending Breakdown

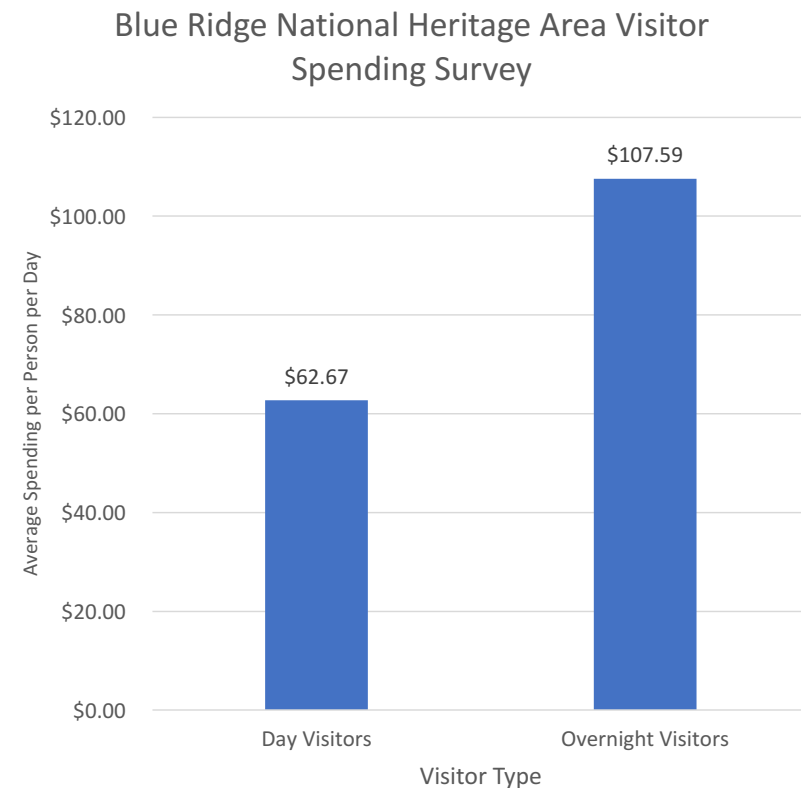


\*Reported from the U.S. Travel Association for the NC Division of Tourism, Film, and Sports Development



## Visitor Spending and Type

- Blue Ridge National Heritage Area (BRNHA) 2013 study
- 4,500 + visitors
- Day visitors: **\$62.67 per day**
- Overnight visitors: **\$107.59 per day**
- A Virginia Creeper Trail (VCT) study found that 72% of non-local visitors were day visitors & 28% were overnight visitors
- **Lakeside Park Conservative Spending = \$30**



# Economic Impact Assumptions and Estimate

## Assumptions

- Market = 33% of 60 mile radius
- Market Total = 743,334
- Spending = \$30

## 3% penetration rate estimate

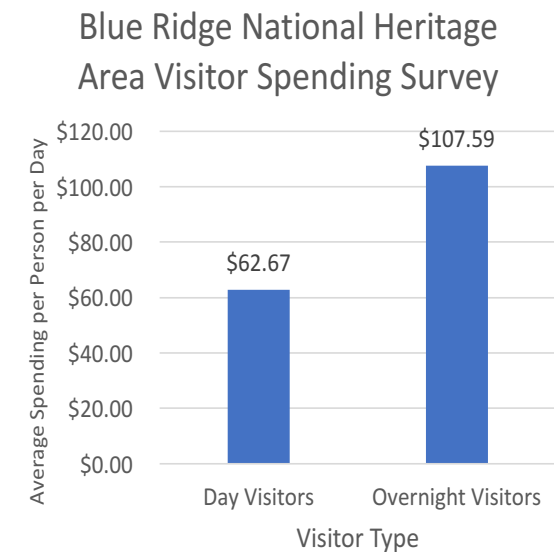
- 22,300 visitors X \$30 = \$670,000 Annual Impact

## 5% penetration rate

- 37,166 visitors = \$1.11 Million Annual Impact

## Disc Golf

- 10,000 X \$30 = \$300,000 Annually



## Economic Impact Estimate

**\$970,000**

**\$1.41 Million**



**Conservative Annual Economic Impact**

Other Factors:

- Health Benefits
- Quality of Life
- Job Retention/ Attraction



## **A-2: CWMTF PROPERTY REQUIREMENTS**

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Town Council of Valdese  
November 6, 2017

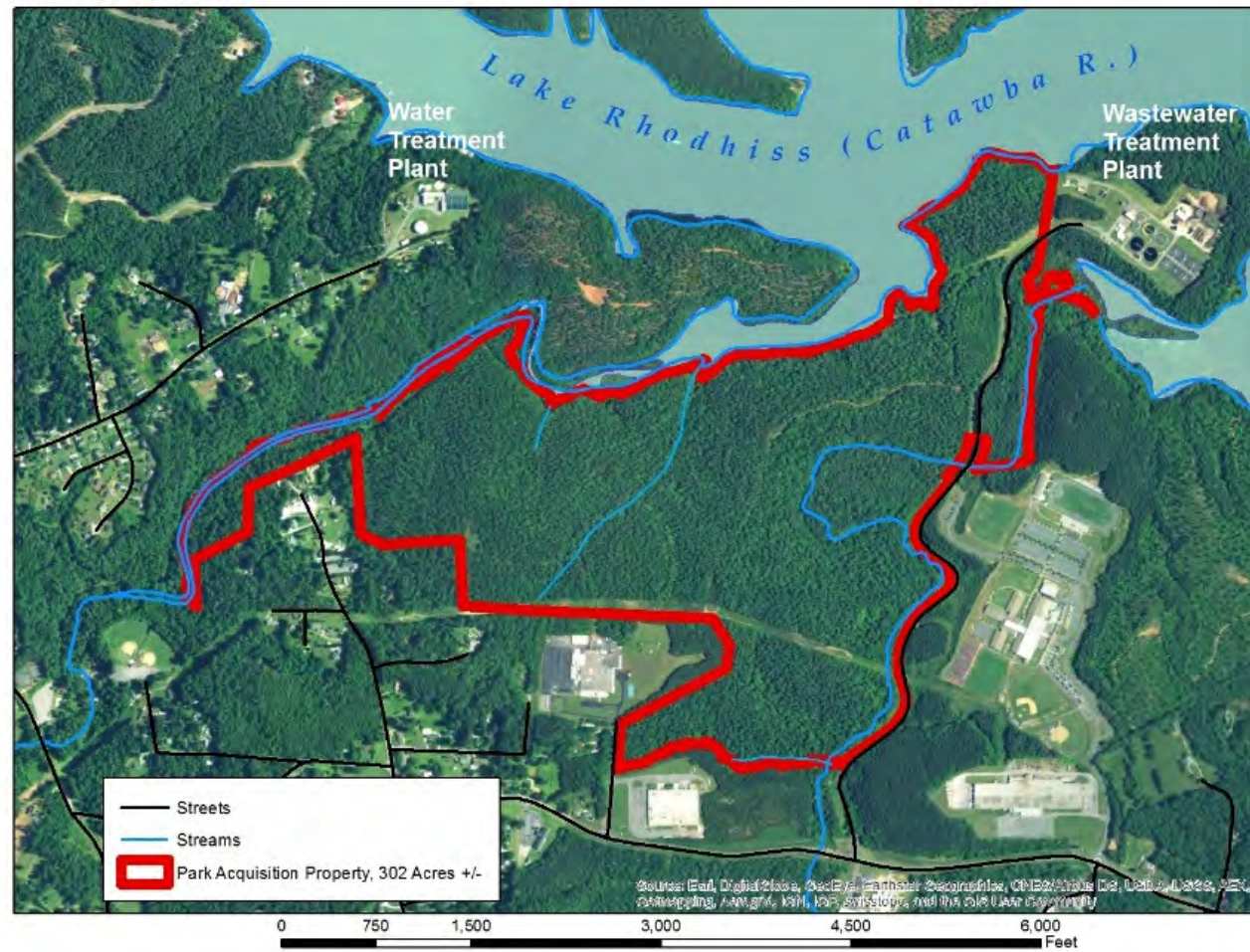
# **Clean Water Management Trust Fund Property Acquisition Grant Agreement**

**Lakeside Park Property, Lake Rhodhiss**

## NC Clean Water Management Trust Fund (CWMTF) February 2017 Grant Application & Award

- **CWMTF Trustees Grant Award of \$673,247**
  - September 2017 Trustees Meeting
  - Received/awarded; “Great Project” accolades
- **Initiate grant implementation after**
  - **Consideration/Approval of CWMTF’s standard grant agreement;**
  - **Encumbrance of CWMTF (State of NC) grant funds to the Town’s awarded property acquisition project.**
- **Note:**
  - Grant Disbursement of awarded funds subject to CWMTF’s standard requirements for CWMTF-funded acquisition projects

### CWMTF Acquisition Grant Agreement Property Town of Valdese



## CWMTF Grant Agreement Scope

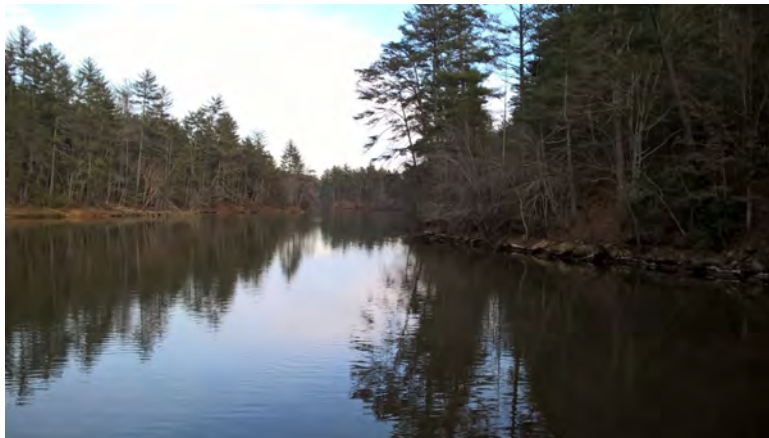
### \* Acquisition of Property (approximately 302 acres)

The Town will work under the CWMTF Grant Agreement toward:

- Purchasing the Property in fee simple
- Conveying a conservation easement to the State of NC on approximately 151 acres, buffering the streams and ecologically significant areas of the property
- Recording restrictive covenants on the remaining approximately 151 acres

Top Photo:

View from  
Lakeshore Use Area



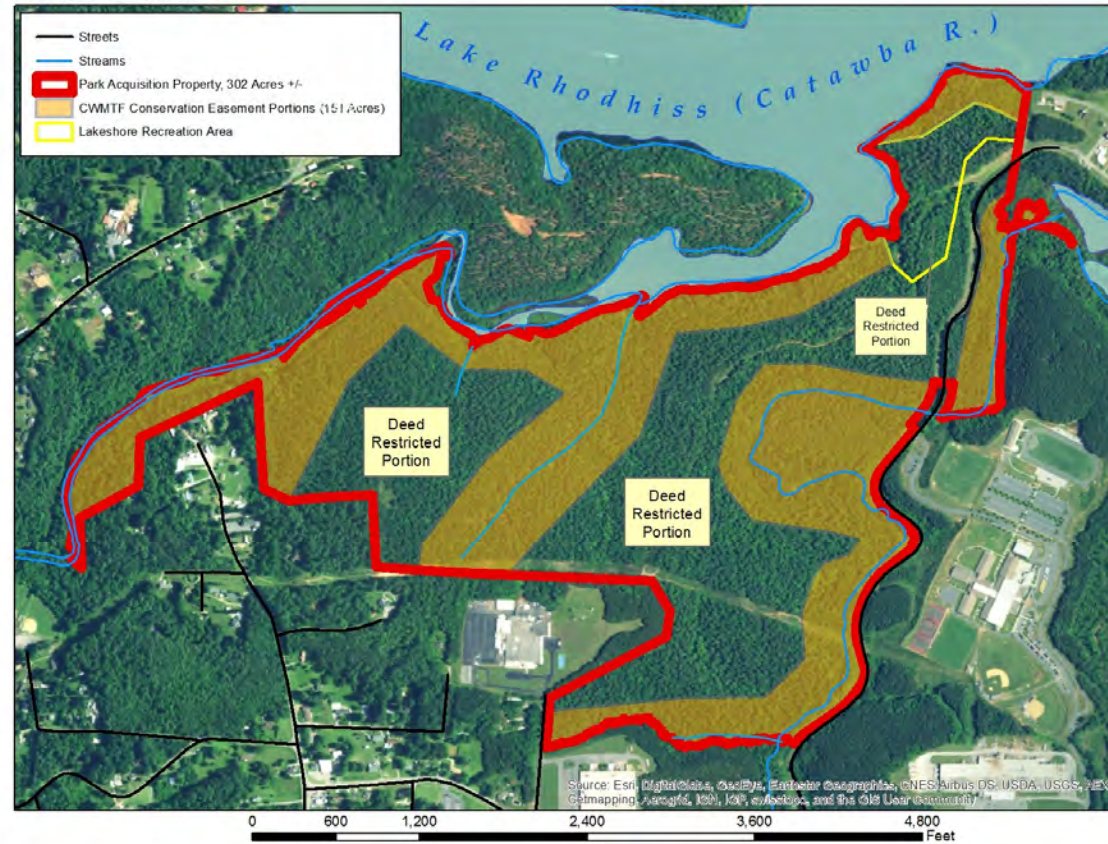
Bottom Photo:

View of McGalliard  
Creek  
property vicinity

## CWMTF Grant Agreement Acquisition Property Portions

1. CWMTF Conservation Easement Portion (50% of Property)  
– Funded with Awarded CWMTF Grant Funds
2. Deed Restriction Portion (Remaining 50% of Property) –  
Funded with PARTF and Private Contributions/Grants
  - Includes a 15-acre Lakeshore Recreation Area
  - All Deed-restricted Property (50%) “Matches” CWMTF Funds

### CWMTF Acquisition Grant Agreement -- Property Portions Town of Valdese



## CWMTF Grant Agreement STANDARD Stipulations

### *CWMTF Easement – CWMTF- funded Property (50% Portion)*

*Property Owner Reserves Rights that allows development and use of:*

- Public Recreation and Access
- Existing Roads and Trails (Maintenance or Improvement, Use)
- Greenway Trail
- Naturally-surfaced Trails (Hiking, Biking)
- Nature Observation Platform(s)  
(with optional benches, rails, steps)
- Vegetation Management (for above items)

## CWMTF Grant Agreement Exhibit “A” Unique Stipulations

### **CWMTF Easement (50% Property Portion)**

1. Agree to post signage at public access points, provided by CWMTF or created by Grant Recipient (latter - approved by CWMTF), acknowledging CWMTF as a funder.
2. After recordation of the state-held conservation easement, stewardship responsibilities will be assigned to Foothills Conservancy of NC (FCNC).

-- FCNC will annually visit this property

## CWMTF Grant Agreement Exhibit “A” Unique Stipulations

### *CWMTF Easement (50% Property Portion)*

3. Disc golf course and maintenance as allowable reserved rights will be located **outside** 100’ stream buffers.
4. Construction and maintenance of the McGalliard Creek greenway on the Town of Valdese’s utility (sewer line) easement access road as allowable reserved rights will be located **inside** 100’ stream buffers.
5. Construction and maintenance of mountain bike trails, which are routed in a perpendicular manner to cross through 100’ stream buffers (yet avoid known rare plant locations) as allowable reserved rights **inside** 100’ stream buffers.

Mountain bike trail crossings of small (unnamed) streams will not exceed 3 crossings.

## **Remaining 50% of Property**

(PARTF and Private Contributions/Grants Funded)

### **\*\* Note on Map: Deed Restricted Portions**

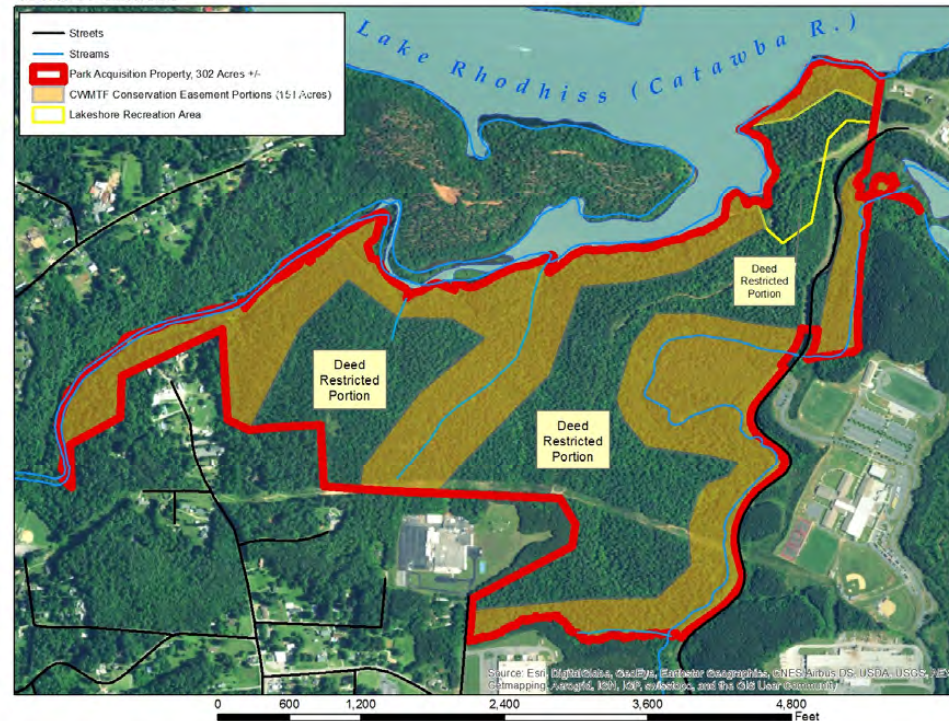
To be Subject to more flexible restrictive covenants  
(approximately 151 acres)

*Applicable to these portions:*

1. Multi-purpose Trails
2. Canoe/kayak launch, fishing pier, lake view Gazebo  
    \*see Lakeshore Recreation Area (to follow)
3. Parking Areas / Access Road
4. Park Management/Maintenance Buildings
5. Disc golf course, playground, picnic shelter
6. Fitness Stations, signage, railing, interpretive signage, etc.

## Lakeshore Use Area – 15 Acres along Lake (Yellow Outline - Deed restricted Only)

CWMTF Acquisition Grant Agreement -- Property Portions  
Town of Valdese



## **Lakeshore Use Area – 15 Acres along Lake (Yellow Outline -Only)**

**\*\* Under the restrictive covenants (50% of Property)**

### **CWMTF Lakeshore Use Area Stipulations –**

- Location: Within 300 feet of lakeshore
- Conversion/Permanent Disturbance Impact limited to:

**2.5 acres or less** (within the 15-acre Lakeshore Use Area) of conversions to facilitate public use and park development **unique to lakeshore area.**





**TOWN OF VALDESE  
RESOLUTION ADOPTING THE REVISED CAPITAL IMPROVEMENT PLAN AS  
PRESENTED**

**WHEREAS**, the Town of Valdese has acquired the 302-acre lakeside property with assistance from local donors, Parks and Recreation Trust Fund (PARTF) and Clean Water Management Trust Fund (CWMTF); and

**WHEREAS**, the Town of Valdese has partnered with Destination by Design to create a Master Plan for the new Valdese Lakeside Park designed to reflect the needs and desires of the Town and of its citizens; and

**WHEREAS**, the result of that partnership is the “Valdese Lakeside Park Master Plan” which makes certain recommendations for short-term investments in park development and improvement; and

**WHEREAS**, the Town of Valdese has a Capital Improvement Plan which prioritizes the Town’s capital investments over the next 3-5 years;

**NOW, THEREFORE**, be it hereby resolved by the Town Council for the Town of Valdese, North Carolina, that Capital Improvement Plan is hereby amended to include the recommended park improvements, signifying the Town Council’s intent to fund the recommended improvements in the Valdese Lakeside Park.

**READ, APPROVED, AND ADOPTED** this 1st day of April, 2019.

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John F. Black, Jr., Mayor

Town of Valdese

**ATTEST:**

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Frances Hildebran, Town Clerk

Town of Valdese

**Fiscal Year 20/21 – will only proceed if adequate grants and gifts are awarded**

<b>Prep Costs</b>	<b>Quantity</b>	<b>Unit</b>	<b>cost per unit</b>	
Site Prep: Clearing, Grubbing, Erosion Control		LS		\$ 12,000.00
Grading, Parking, Entry Road Improvements	12000	SF	\$ 8.00	\$ 96,000.00
Parking Lot Stormwater Infrastructure		LS		\$ 15,000.00
Staking		LS		\$ 2,400.00
Utility Install	600	LF	\$ 26.00	\$ 15,600.00
				<b>Sub TOTAL \$ 141,000.00</b>
<b>Park Element</b>				
Restrooms		LS		\$ 172,500.00
Picnic Areas		LS		\$ 13,800.00
Dog Park		LS		\$ 20,700.00
Bird Watching Platform and Education Signage		LS		\$ 86,250.00
Kayak Launch		LS		\$ 40,000.00
Walking trail connection to Lookout Point	1000	LF	\$ 6.00	\$ 6,000.00
Wheel stops	30	EA	\$ 90.00	\$ 2,700.00
				<b>Sub TOTAL \$ 341,950.00</b>
Final Construction Documents + Permitting (8%)				\$ 38,636.00
Mobilization (3%)				\$ 14,488.50
Contingency (7%)				\$ 33,806.50
				<b>Sub Total \$ 86,931.00</b>
				<b>Grand Total \$ 569,881.00</b>

*LS= Lump Sum LF= Linear Foot SY= Square Yard*

*CY = Cubic Yard SF = Square Foot*

**PARTF Budget: 3.2.2019**

## Parks and Recreation Department

### 3 - Year Capital Needs Plan

<b>Fiscal Year 2019-2020</b>	<b>Pool Resurfaced</b>	<b>\$73,200</b>
	<b>Justification:</b> The pool surface is pitting and beginning to show signs of plaster aging and pieces actually coming off. Pool was inspected and contractor feels like we are fine to put the job off until the 19-20 budget year.	
	<b>Decking Repairs around Pool</b>	<b>\$4,235</b>
	<b>Justification:</b> Deck area has some large cracks that are threatening the integrity of the pool walls. Work will include: Remove and replace the selected back area of decking. Grind down old Diving Board Footings. Remove and re-set Diving Block Anchors.	
<b>Fiscal Year 2020-2021</b>	<b>Community Center Gym Floor replacement &amp; Reno</b>	<b>\$50,000</b>
	<b>Justification:</b> This project will be part of a larger gym renovation project with multiple donors. The floor cannot be sanded down any further and is definitely beyond needing to be replace. Original 1938 flooring. This has been on the list for several years, even before I took over as director. Total Renovation cost approx. \$225,000.	
	<b>Bubble Heat and Blower Unit</b>	<b>\$30,000</b>
	<b>Justification:</b> The Heat and blower unit has had issues the last several years. The heat exchanger may only last one more year and the contractor recommended replacing unit if it goes out, since it has already been replaced at least one time.	
	<b>* SEE Attached Word Doc for PARTF phase 1 budget</b>	
<b>Fiscal Year 2021-2022</b>	<b>Replace Pool Pumps w/ Piping and Valves (2)</b>	<b>\$15,200</b>
	<b>Install Variable Frequency Drives for the New Pumps</b>	<b>\$6,250</b>
	<b>Justification:</b> This project will replace old pumps that have been rewound multiple times with lighter, composite pumps and more user friendly valves. Variable Frequency drives will also be installed to increase pump life and reduce wear on piping. These drives and pumps are more economical and will provide a positive ROI.	

## MEMO

To: Seth Eckard, Town Manager  
Town of Valdese

From: Benjamin B. Thomas, PE *ms. J.*

Date: March 28, 2019

RE: Public Safety Building Structural Repairs

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In response to your request for information, I offer the following:

1. If the Town of Valdese intends to abandon its existing building for the fire and police departments, I recommend that temporary structural supports be installed. As previously described by Mr. Michael Alberto, PE, the building is in a weakened state and therefore has an elevated risk of failure. Failure may only be minor, such as increased masonry cracking which allows moisture into the building. But it could also be major, such as sections of brick falling away from the main structure. Thus, building occupants and persons outside the building could be at risk of injury.
2. A preliminary temporary support design has been completed by Mr. Alberto. He indicates he should be able to have a final design on or about May 31, 2019, if the Town authorizes him to proceed now. West Consultants can assist with preparing bidding documents to accompany this design so that the work is advertised for bids at that time. Thus, bids are expected to be received in time for presentation at the June 24<sup>th</sup> or August 5<sup>th</sup> council meetings.
3. The recommended support system is one consisting primarily of pressure treated lumber and being exposed to view on the building's exterior. Thus, from an aesthetics standpoint and from a longevity standpoint, it would be a temporary system. It would be intended to last five (5) years minimum, in order to allow time to design, fund, and construct a replacement building (or buildings) elsewhere. The support system could last several more years, if needed, with some maintenance.
4. The recommended support system is intended to mitigate against major sections of brick wythes (interior or exterior) from falling away from the main structure as well as provide gravity load support to the roof structure where masonry walls are compromised. Please be aware that the basic system will not prevent further cracking or moisture intrusion. The Town should expect continued crack movement even after the temporary support system is completed. Continued crack movement and/or moisture intrusion is considered acceptable due to the temporary nature of the intended structural support and

should not significantly affect building operations. Remedy of moisture intrusion and or crack movement would require investment over and above the minimum required for structural support. It is our understanding that the Town of Valdese is only interested in the minimum requirements on account of budgetary optimization. Therefore, it is our understanding that the proposed shoring is acceptable by the Town of Valdese despite the possibility of moisture intrusion and/or additional crack movement. Because the support system would be temporary, the building should be demolished once the two departments have been relocated.

5. The estimated cost of the temporary support system is \$200,000 (construction plus engineering). However, due to the unusual nature of the work and the current construction market, it is possible that the total cost will be higher than \$200,000. It is also possible that no bids will be received.

/kj

## Valdese Town Council Meeting

Monday, April 01, 2019

Budget Amendment #

27

Subject:

Reconcile Cash Accounts

## Memorandum:

As per discussions held in previous council meetings pertaining to the subject, the following budget amendment is essential in order to appropriate the necessary f

## Proposed Action:

BE IT ORDAINED by the Governing Board of the Town of Valdese, North Carolina that the following amendment is made to the annual budget ordinance for the fiscal year ending June

## Section I:

To amend the General Fund, the expenditures are to be changed as follows:

Account	Description	Increase/ Debit	Decrease/ Credit
10.4200.991	Bad Debt Expense	13,162	
10.4200.040	Professional Services	1,765	
Total		\$14,927	

This will result in a net increase of \$14,927 in the revenues of the General Fund. To provide funding for the above, the following revenue budgets will be increased. These additional revenues have already been received.

Account	Description	Decrease/ Debit	Increase/ Credit
10.3010.081	2008 Ad Valorem Taxes		176
10.3010.091	2009 Ad Valorem Taxes		2,220
10.3010.101	2010 Ad Valorem Taxes		1,211
10.3010.111	2011 Ad Valorem Taxes		1,898
10.3010.121	2012 Ad Valorem Taxes		1,479
10.3010.131	2013 Ad Valorem Taxes		1,599
10.3010.141	2014 Ad Valorem Taxes		6,344
Total			\$14,927

## Section I:

Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, to the Budget Officer and the Finance Officer for their direction.