

**TOWN OF TRYON  
BOARD OF COMMISSIONERS  
NOVEMBER 15, 2022  
TRYON TOWN HALL MCCOWN ROOM  
6:00 P.M. WORK SESSION**

1. Call to Order-Mayor Peoples
2. Discussion
3. Adjourn

**TOWN OF TRYON  
BOARD OF COMMISSIONERS  
PROPOSED AGENDA  
NOVEMBER 15, 2022  
TRYON TOWN HALL MCCOWN ROOM  
7:00 P.M.**

**All items are for discussion and possible action**

1. Call to Order-Mayor Peoples
2. Invocation
3. Pledge of Allegiance
4. Agenda Adoption-Mayor Peoples
5. Consent Agenda Adoption-Mayor Peoples
  - a. Board Minutes
  - b. Financial Report
6. Public Hearing: Text Amendment to Modify Height Restrictions for Adjacent Front, Side & Rear Yards-Ollis/Daniels
7. Request for Qualifications for On-Call Engineering Services-Ollis
8. Minimum Housing-Ollis/Daniels
9. TDDA Update-Ollis
10. Town Manager's Report/Town Project Prioritization, and Citizen Input-Ollis
11. Council/Mayor Report
12. Citizen Comments & Responses
13. Adjourn

# Agenda Item Summary Sheet

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<b>Meeting Date:</b> November 15, 2022	<b>Agenda Item Number:</b> 5a
<b>Submitted By:</b> Susan Bell	
<b>Attachments:</b> Minutes from August 16, 2022, September 20, 2022 & October 18, 2022	

**Topic:** Board Minutes

**Requested/Recommended Action & Motion:** Approve

**Summary Explanation & Background:**

**Town Priority/Goal (Strategic Plan):**

**Direct Financial Impact:**

**Indirect Financial Impact:**

**Funds Included in Current Budget:**



left from California about 8:30 am their time and stepped into her house at 11:00 pm our time. Let's say three days. Mayor Peoples responded on the weekend you might could use the school and buses. Booker just wants to make sure everyone is good with having it here. Everyone agreed.

Commissioner Armbrust asked if there are new applications for him to look over, if so, he would be in tomorrow to look over.

Commissioner Ingham had concerns about potholes. A couple of them have been taken care of. He thanked the town for the sidewalk work on Pacolet. Ollis asked council to look at the sidewalks and let him know if we needed another ban further up. Armbrust and Ingham think it is fine. Ollis reported the sidewalks are extended past the dentist office, so if you wanted to do a small plaza in that location, we could.

Armbrust asked if Tim had pursued the historic district for this area. Ollis replied he will be working with the Tryon Historical Preservation Commission on this, because with Owens taking down their awning, we will be able to move forward.

Commissioner Crowell asked about the email concerning speeding on Highway 108. He drove it and you can't do much over thirty miles per hour. Ollis responded this is a Highway Patrol issue. Crowell replied DOT could fill in the ditches or the shoulder of the road to help.

Crowell reported that changes are coming to our community in way of 160 homes in Landrum and another 400 homes just below the Gowensville Fire Department. On Thursdays, when there is a good movie, you can't get a parking space between Side Street and this side of Huckleberry's. A good problem to have. Ingham replied you go to Black Mountain, Asheville and try to get a parking space in front of the building you want to go into, you can't. It is a good problem to have. They can park on Pacolet Street.

Armbrust asked if we had followed up with Cecil about putting a two-level parking garage in the kudzu patch near White Oak. Ollis doesn't recall. Armbrust replied they are never going to be able to use that property. Crowell responded it would be cheaper to tear down the maintenance shed and put a parking garage there. We need to be thinking about that. Booker replied don't forget the bathrooms. Ollis responded we have asked for a quote. He will contact them tomorrow and let you know where it stands. We have heard from other people about doing a stand-alone restroom.

Armbrust asked about Lake Lanier and the public access. Crowell replied we are waiting on the summer to go by.

Armbrust stated we have been talking about this for ten years and haven't given the public an answer on Chestnut. Ollis responded the infrastructure is underneath the road. He knows the sewer needs to be replaced, but he is not sure about the water. If we go in and pave the street, the vibration may destroy the pipes underneath. Armbrust replied Chestnut is a heavily used street. It's a public safety issue for visitors.

Booker asked if Tim is not already doing it, he needs to ride around the eastside and check on the issues that need to be straightened out. Ollis knows that Tim and the Police Chief drive the roads once a month checking on things.

Crowell reported to the board, the entrance to Harmon Field is horrific. We need to sell them a dump truck load of asphalt to make repairs.

Mayor Peoples asked about the cost of Chestnut. Ollis responded on August 19, 2021 the cost was \$149,000 which included mobilization, lines, hydrants, valves, repairs, rock excavation and asphalt. The estimate for Chestnut, now would be around \$200,000.

Armbrust replied his last thing, is to put the spotlight on Tryon. Filming for a PBS special that will be nationally broadcast, should happen in the month of August.

Mayor Peoples reported the roundup on water bills needs to happen. He started talking about this in 2004. Ollis explained what he is talking about is rounding up your bill and taking that to make improvements to downtown or something. Pam had figured it out with the company. She retired and he needs to get back on that.

Peoples feels the rent for office space in the building should be put toward the building of an elevator in Town Hall. No insulation in the top floor. Ingham feels the Bank of America building is a great opportunity.

Peoples asked where we stood with the MSD plan. Ollis responded Paige had brought this before you and now she is no longer employed with us. When we get the position replaced that will be one of the first things to work on.

Peoples suggested cleaning up behind the buildings and getting high school students to help with transporting people.

#### **ADJOURN**

Mayor Peoples entered a motion to adjourn. Commissioner Armbrust so moved. The motion carried unanimously.

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J. Alan Peoples, Mayor

Attest:

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Susan B. Bell, Town Clerk



Town Clerk Bell swore in Steven Earl Holland as a new Police Officer. Everyone welcomed and congratulated him.

#### **APPROVAL OF ELECTED CHAIRMAN OF TTDA**

Town Manager Ollis reported Michelle Newman would like to be reappointed as Chairman of TTDA. She was re-elected by the TTDA Board. Mayor Peoples entertained a motion to reappoint Michelle Newman as Chairman of the TTDA Board. Commissioner Armbrust so moved. The motion carried unanimously.

#### **APPOINTMENT(S) TO ABC BOARD**

Town Manager Ollis reported Lynn Sessoms would like to be reappointed to the ABC board for another three-year term. Mayor Peoples entertained a motion to reappoint Lynn Sessoms to the ABC Board. Commissioner Armbrust so moved. The motion carried unanimously.

#### **COMPREHENSIVE TRANSPORTATION PLAN (CTP)**

Town Manager Ollis reported Tryon has been included in the Comprehensive Transportation Plan (CTP) for the Foothills Region as part of the long-term planning effort. In accordance with state statutes, our colleagues at NCDOT are here to present the CTP to you.

Allen Toney is the planner for the Foothills Region. He thanked the board for their time and consideration. He introduced Andy Bailey from NCDOT to give a short presentation of why it is important and what it entails.

Andy Bailey thanked the board for having him here tonight. Included in your packet is the presentation that he is going to give.

A comprehensive transportation plan is long-range, multi-modal transportation plan is a visual, that plans for 25-30 years in the future. It is developed cooperatively among stakeholders, Metropolitan (MPO)/Rural (RPO) Planning Organization, and NCDOT. It incorporates your land use plans, community & statewide goals. The state statute 136-66.2 states "With the cooperation of the Department of Transportation, ... shall develop a comprehensive transportation plan that will serve present and anticipated travel demand in and around the municipality". The plan shall be based on the best information available, shall provide for the safe and effective use of the transportation system and consideration shall be given to all transportation modes (Multimodal). It is a needs-based plan. Where does this fit into the big picture. The long-range planning is to determine the need. NC prioritization process gives a score for funding consideration. The Program Development finds funding for the projects. Project planning minimizes the Impacts on the area. The Project Design designs the needs and gets the right-of-way. The construction, maintenance and operations process are for building and maintaining the roads.

They started in late 2019 getting information out to the county. They have developed a plan that needs to be presented. Tim Daniels was included in this. The highway recommendations are included in this plan. The only recommendation is to add paved shoulders to some of the roads. One of the things he will point out is the Harmon Field Road and Howard Gap Road intersection. It is very dangerous and plans need to be determined on how to change that intersection. The bike/ped recommendations were done in 2020. This is to get pedestrians to areas in Tryon in a safe and effective manner, while not blocking traffic. All these recommendations are listed in the packet and if you have any questions,

please give him a call. The action that he is requesting is for the adoption of the CTP in Tryon and the endorsement of the Polk County portion of the Foothills Regional CTP.

Mayor Peoples entertained a motion to adopt the Comprehensive Transportation Plan in Tryon and to give an endorsement of the Polk County portion of the Foothills Regional CTP. Commissioner Armbrust so moved. The motion carried unanimously.

Mr. Toney and Mr. Bailey both thanked the Board and Manager for their time.

#### **OALL HALL KUDZU**

Town Manager Ollis asked if a representative is here from Oak Hall condos. Bill Mitchell stood up and introduced himself. He is a resident at Oak Hall condos. Oak Hall recognizes the kudzu and Tree of Heaven growing along the bank across from Sidestreet Pizza. They would like to do something about this. He is not asking for anything at this time, he is just here to make you aware. Jerry Soderquist, Greg Miner and John Vining are here and he has talked with them all about this and all have agreed to be involved in this effort. They think it will be a three-year effort. He understands the area that he is talking about was cleaned up about three years ago. This time instead of cutting it down, they want to treat it with herbicides so that it can be kept under control. They are applying to the Appearance Commission for a grant. Most of the residents are of the older generation. They are going to put money into this. They will need the city or someone to help with traffic control. They don't know how to do this. They don't know if they will have all the debris hauled off or if they will be chipping the debris. Greg Miner reported Oak Hall is a non-profit entity, so they can apply for the grant. It will not cost the town at all, except for traffic control and possibly hauling off the debris, if needed. Oak Hall will pay \$500 and then they will use in kind help. The trees need to be treated with herbicide. This is a great time to get it. It will clean up the entrance to the Town of Tryon. The kudzu vines are tied into the Tree of Heaven. The main thing we need from you is the traffic control and hauling off debris.

Commissioner Armbrust replied he was part of the last cleanup committee. It will make a difference to the entrance to Tryon. He asked about getting the Forestry Service to help. Ollis responded he will get in touch with them and see if they can get on the list to be sprayed. Mr. Mitchell wants to do it in a manner that prohibits regrowth. He thanked the board.

#### **PUBLIC HEARING: TEXT AMENDMENT-SECTION SR28 MIXED USES IN THE CB DISTRICT**

Mayor Peoples opened the public hearing for the text amendment to section SR28 to allow mixed uses in the CB District. Planning Director Daniels reported he has had some people asking about having basement apartments in the mixed-use CB District. The previous ordinance was pretty specific as to where these could be. It was on Depot and Pacolet, so they are trying to get rid of that restriction and get more residential downtown. It doesn't have a great impact, but we have several opportunities. He brought it in front of the Planning Board and they voted unanimously to recommend approval. John Vining asked if they would be hidden from Main Street. Daniels replied yes.

Mayor Peoples asked for any other comments. Being none, he closed the public hearing. He then entertained a motion to adopt the ordinance that includes the changes that was just described. Commissioner Crowell so moved. The motion carried unanimously.

**PUBLIC HEARING: TEXT AMENDMENT-ALLOW METAL AWNINGS FOR BUSINESSES**

Mayor Peoples opened the public hearing for the text amendment to allow metal awnings for businesses. Planning Director Daniels reported he has had several shop owners come to him asking for us to allow metal awnings on the store facades. Currently our ordinance only allows for vinyl. This is to update the ordinance with more options. There are metal awnings that are pleasant to look at on store fronts. They also included a corrugated metal, with some limitation. Commissioner Armbrust replied except grandfathered. Daniels replied except grandfathered. Mayor Peoples asked as far as you know it will not affect our historical district. Daniels replied it should not. Ollis took it to the Historical Commission and they were fine with it. Daniels reported again his board recommended approval. John Vining asked if this includes a flat metal awning. Daniels replied yes, but they have to submit their design for approval.

Mayor Pro Tem Booker asked how this subject came up. Daniels replied some of the shop owners inquired about it. Huckleberry's and Shops of Tryon have them. Armbrust replied there are numerous examples along Trade Street. Ollis responded a lot of these have come up, because he has asked Tim to look into them. Ingham asked do they still have to come to you for approval. Daniels replied yes and they have to meet all the height requirements. John Vining asked if they had to approve the design. Daniels replied they have to approve the height and how much they protrude out. Ollis responded the Historic Preservation has started and they will be getting into that eventually.

Mr. Vining replied from a business owners point they will last fifty years, but from an aesthetic point, they are not terribly attractive. Ollis replied in today's world the metal awnings coming out now are more aesthetically pleasing. These are not from the corrugated metal.

Mayor Peoples asked for other comments. Being none, he closed the public hearing. He then entertained a motion to adopt the text amendment allowing metal awnings for businesses. Commissioner Armbrust so moved. The motion carried unanimously.

**PUBLIC HEARING: TEXT AMENDMENT-PARKING SPACE REQUIREMENTS FOR SHORT TERM RENTALS**

Mayor Peoples opened the public hearing for text amendment parking space requirements for short term rentals. Planning Director Daniels reported in our ordinances, the chart for minimum parking and maximum parking, does not include short term parking. Short term rentals or not, we don't have a whole lot on short term rentals. Again, this is on the line for allowing basement apartments for downtown. In this table, they only need one parking space per unit. They wanted to add them in as part of the ordinance. If you are just renting out one room, you will need parking. You are required to have two spaces for a house. Thought it might be beneficial to have at least one space. Commissioner Ingham asked if you have short term rentals, you just need one parking space, but if you are living there permanently or long term, you need two parking spaces. Daniels replied correct.

Mr. Vining asked them to define short term. Is it two weeks or less? Ollis replied it is usually six months or less, not sure if it is defined. We are going after Airbnb's. Attorney Morgan responded he has seen something in the statutes about fourteen days. Ingham thinks it makes sense, but the six months doesn't seem like short term. Ollis replied they are just trying to secure a space for the short-term rentals.

Ingham asked if they needed to pass this tonight or wait on the definition of short term. Attorney Morgan said this is only for the parking. This was missing from the ordinance. Daniels responded they are looking at addressing the short-term rentals.

Mayor Peoples closed the public hearing. He entertained a motion to adopt the text amendment for parking space requirements for short term rentals. Commissioner Crowell so moved. The motion carried unanimously.

### **MINIMUM HOUSING**

Planning Director Daniels reported:

1. 136 Cleveland – the hearing was done and the 45 days is about here. He is waiting on estimates from SVR and two other demolition contractors. As soon as he gets those compiled, he will move forward with that.
2. 144 Cleveland – he is trying to get an inspection for next week. Once he gets that, he will get that in motion as well. He is going to ask when they come to do the estimates for 136, to go ahead and do 144, while they are there.

Both are to be burned if everything checks out with the asbestos. If not, he will have them torn down.

Commissioner Ingham asked about the three houses. Daniels is debating to have an inspection on the middle one. He has been in talks with the owner.

### **TDDA UPDATE**

Town Manager Ollis has nothing tonight. He will be working on a hiring committee and he will be in touch this week. Thank you for volunteering if you can.

Dog Mayor is happening. Tim has built Tryondogmayor.com. You can go on-line and vote. We have 23 applicants. They are bringing five dogs from the Humane Society to put around town. Building baskets to go with owners who decide to adopt a dog that night. Carrie Bass has volunteered to take pictures of families who adopt a dog that night. The value of the baskets will be really high. Will split the money with the Humane Society.

Mayor Peoples entertained a motion to close McCown Street for the event. Commissioner Armbrust so moved. The motion carried unanimously.

### **TOWN MANAGER’S REPORT/TOWN PROJECT PRIORITIZATION, AND CITIZEN INPUT**

Town Manager Ollis reported Huckleberry’s is going to do an event over Labor Day weekend and they would like to do a large tent in front like they have done previously. Plans are to have three concerts on Friday, four on Saturday and two on Sunday. These are short one-hour events, which are free concerts. Commissioner Armbrust asked if he is sure, it is free concerts. Ollis has not clarified that, but he will get clarification. You can vote pending the free concert. Mayor Peoples entertained a motion to approve. Commissioner Armbrust so moved. The motion carried unanimously.

Ollis reported the Film Festival would like to shut down McCown Street from Thursday night to Monday night for the Film Festival. They are planning to have McCown Street as the main hub of the festival. They would like permission to serve alcohol if they get their alcohol permit. They would also like to extend the noise ordinance, but he doesn’t see it as a problem. He will tell them the noise ordinance

states 11:00 pm. Ollis asked if he could get a motion. Commissioner Armbrust so moved. The motion carried unanimously.

Ollis asked about the rock work on Chestnut. He has a rock mason that will do the work for \$7,500 and he would like a vote on that. Crowell asked if that was the damage done during Super Saturday. Ollis is not sure, but he thinks so. He has a contract from Dean Helms Masonry out of Zirconia, but it hasn't been executed. Attorney Morgan feels you need to call a special meeting or recess this meeting to another date and time, if the board wants to take a look at the wall. Mayor Pro Tem Booker asked if it could wait. Ingham responded he hasn't noticed it. He would like to take a look at it. Mayor Peoples tabled this.

Ollis wanted to thank Jody and guys for all they have been doing. He thanked Walton and all his guys. He also thanked Tim for all that he has done. He thanked Randall for coming on board as Chief.

### **COUNCIL/MAYOR REPORT**

Commissioner Crowell welcomed Randall. He was glad he came to work here and glad he is going to be Chief. You and Jeff have a type of law enforcement that is needed in a small town. He appreciates it. He thanked the rest of the staff. He is trying to get Harmon Field some asphalt for the driveway by the school. All the other guys, he appreciates everything that you do. He asked Jody if he got the pipe unstopped. Jody responded yes. Crowell notified everyone there was a mop head in the sewer line and it blocked everything up.

Commissioner Ingham thanked the public for being here, thanked staff and thanked the volunteers for all that they do. He congratulated Randall.

Commissioner Armbrust thanked the audience for coming out tonight. He also thanked the staff and management.

Mayor Pro Tem Booker welcomed Randall and the new officer. She thanked the staff, the audience, Susan, William and Zach. She just came back from a conference in Atlanta and they were talking about crime. She mentioned that Tryon had zero crime or at best minimal. It became a joke, but she guarantees that everybody remembers Tryon. She would like to keep it that way. No pressure, Chief. She thanked everybody and thanked the board. The board thanked her for all of her traveling and representing Tryon.

Mayor Peoples thanked the staff and the citizens. It's the best place he has ever lived.

### **CITIZEN COMMENTS & RESPONSES**

Ken Dahlstrom asked when talking about the road at Sidestreet, it was beautiful when they redone the road, but now the bubbles have come back to the top and it's back in the same shape. The road is crumbling and getting worse. He thinks there might be lines underneath that have been crushed and since NCDOT did the work, he asked if there was some type of warranty or guarantee period that they can come back and fix it. Ollis responded no, it's a subgrade issue. He has heard the engineer didn't measure right, so they just laid it over the old concrete roadbed. Our dispatch puts in a call every week asking them to patch the potholes. We might ask permission to fix ourselves.

The other question, you are talking about infrastructure. Does Tryon have plans to fix some of the secondary roads. Ollis said the board asked him for a Capital Improvement Plan and they made one for

the water/sewer infrastructure at a cost of about \$15 million. We are working through that now. As far as the roads go, we have paved more in the last five years than they did the previous twenty. We've made a lot of headway, but that doesn't mean things are great. We are doing Vista Terrace this year. Jody and his crews drove around town and prioritized the streets that need to be paved. We have finished that list and started on another. Mr. Dahlstrom was just curious. NCDOT does a good job of taking care of our streets statewide.

Steve King asked about the Saluda Grade Rails-to-Trails, being that it is in the news now, what does the board have to say about this. Where do you stand? Mayor Peoples replied Carolina Conservancy has been to all the towns and counties between here and there and he doesn't know of any negative reaction yet. When they start asking for millions of dollars and you have land owners that go back to 1878, he suspects there will be a court case. Mr. King responded it is a federal issue and nobody has ever won a case. He was just wandering whether you were going to support. Commissioner Crowell just received a package from an attorney in Missouri concerning eminent domain. The thing is, the railroad has to say yes, they will sell it, then Conserving Carolina has to say they will pay that. At that point and time, they will move forward to a lawsuit against the federal treasury transportation and people like him may get \$1000 out of it or may get nothing. It depends on if the land was leased or purchased. It will be a couple of years before we will know anything. Mr. King replied the Acosta Trail is being built and it has only been about four years. Crowell responded if it goes as planned, they are hoping to open in five years. He will be one of the worst ones hit.

Joyce Kimpton responded she begs to differ with Mr. Crowell, it will impact her more than it would him. Her backyard has crossroads. It is flat. They intend to take fifty feet off her property. They didn't buy it. It was given to them for a railroad with the understanding when they were through with the railroad, it would revert back to the property owner. She asked council, before you vote on this again, will you have a public hearing. Mayor Peoples responded we will always have a public hearing and if we are going to discuss that, it will be on our website in plenty of time. His personal opinion, we are looking at two to three years and we are looking at one to three suits before it ever gets to us. Ms. Kimpton has fought to get the railroad cleaned up. She has a tree that is over 100 feet tall that is dying and it is going to fall on her house. It is on the railroad right-of-way. She asked who does she sue if that tree falls on her house. She can't afford to get that tree down. There is a lot of people that don't want this. They will not speak up because they have businesses in town.

Mayor Peoples had to step out for just a minute.

John Vining reported last week the Park Committee met. They are supposed to have a council member on their committee and they haven't had one. He would like to have a council member to attend. They meet on Tuesdays at 4:00, about six times a year. They've had council members that haven't attended. Last October, he sent an email about the clock tower needing some repairs. He would like the Town to consider fixing it. Ollis will take a look at it.

Mayor Peoples replied that we are having a problem getting people to do stuff. He doesn't know what happened during COVID, but people don't want to work anymore.

Anne Day spoke about Jody. He has been working with her to get some potholes repaired. He really stepped-up last week and done some stuff by himself that needed to be done and she really appreciated it.

**ADJOURN**

Mayor Peoples entertained a motion to adjourn. Commissioner Ingham so moved. The motion carried unanimously.

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J. Alan Peoples, Mayor

Attest:

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Susan B. Bell, Town Clerk



the hill. All the handicap people will be able to use them. Has he ever given us a price. Ollis replied he gave all the information to Mr. Varner and he sent it to Mr. Stinzell, the one doing the work here and he hasn't heard anything back. He will call him again and he can find a general contractor to build across the street. Crowell just doesn't like to build public bathrooms on private property unless we have a hundred-year lease. Ollis and Ingham responded most cities don't have public bathrooms close by. Crowell just feels that is too steep of a hill.

Crowell can't find the damage on the wall on Chestnut. He has driven it a dozen times and can't find it. Ingham agreed. Ollis can see it, because he has been called about it a hundred times. Crowell said he doesn't feel that it is our wall.

Commissioner Ingham asked about the building at Harmon Field. Can we get out of the contract? Ollis responded in 2025. On the building, it has to be used for programming for 25 years. When the town decided to get into the building you paid \$250,000 and received a matching PARTF grant. When signed on with them you agree that land is forever Parks & Rec. The building is supposed to be for programming, defined as you are providing Parks & Rec services at a cost that a local government would charge, not an independent person. You can do all kinds of things with it, but it's got to fall under their description that they have lined out. The building is in disrepair and has been for five or six years. The roof is caving in and the damage the kids done. Ingham said he is hearing from people to get it taken care of. Get an attorney. Ollis has heard that also. He has told the Arts & Crafts School and the Little Theater that is not necessarily how it works, because we agreed to it. If we were to come out and say here's your \$250,000 back, we could do whatever we wanted or wait until 2025.

Ollis reported there are multiple grants that go with this purchase. Crowell asked if we couldn't give the lease to the Little Theater for \$1.00? Ingham responded the Arts & Crafts School has talked about doing something like Penland or John C. Campbell schools. Ollis responded that could work, but it has to be what a local government would charge. He has many conversations about what it would cost to upgrade that building. He will get more information and get back with you.

Crowell asked who owns the gravel parking lot in the field beside the building. Ollis responded the Town of Tryon, Harmon Field. We also on the front parking lot and about half of the back parking lot. When he first started working here, they were using the building for random uses. That's why we ended up kicking people out, because we were violating the PARTF agreement. Mayor Peoples responded one of them were making a lot of money and not paying us. He will work on that and see if he can get more information. Mayor Peoples asked if the building was condemned could we tear it down and just leave it. Crowell replied 2025 is only two years away.

Mayor Peoples was approached by someone interested in purchasing the car wash. He would love to see something happen there.

Town Manager Ollis reported on the agenda, we need to scratch number seven and number eight and we need to talk about number three in the work session. Wanda May is here to talk about the Fitzgerald marker. She is hopeful the Town and tourism budget could help pay for that. The total is \$2600. It's not too hard to install. The last meeting of Thomas Wolfe and Scott Fitzgerald's last conversation at Oak Hall. She is thinking about putting it on Chestnut Street on the Library side. They needed to find out about the funding first. She asked if the funding for the Museum came out of the Town or Tourism budget. Ollis responded Town. Ms. May asked if there were any questions. Ingham

asked what type of signage would it be. Ms. May responded it would be like the other historical markers around.

Town Manager Ollis reported that Wanda May had requested to paint the back door blue. The board has no problem with it. Ms. May is purchasing the paint.

Ollis needs to add the resolution to apply for funding on the agenda, can we make it 9a.?

**ADJOURN**

Mayor Peoples entertained a motion to adjourn. Commissioner Crowell so moved. The motion carried unanimously.

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J. Alan Peoples, Mayor

Attest:

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Susan B. Bell, Town Clerk



## **MINIMUM HOUSING**

Planning Director Daniels reported:

1. 144 Cleveland-goes in tomorrow to inspect it and that will start the process.
2. 136 Cleveland-still waiting on some estimates. He is hoping for savings on a 2 for 1 demolition- he is going to get them down as soon as possible.
3. Canady Lane-talked with the Fire Chief and the burn will start early October. Once down he will get estimates to clean up, which should reduce the cost considerably.

## **PUBLIC HEARING: SIGN ORDINANCE**

Mayor Peoples opened the public hearing. Planning Director Daniels reported the town manager had requested to review the projected sign ordinance as there have been some requests and applications asking if those can be allowed. There have been some requests and although they are not allowed in the Central Business District although there have been some there for a long time. No one can figure out why all of a sudden, they were not being allowed. Talking to his board and staff we thought we would take a look at a text amendment and based on public interest would see if you had an interest in seeing them back in the Central Business District.

Mayor Peoples asked if there were any comments from the public. Being none, he closed the public hearing. Attorney Morgan responded on the second page are the changes and the consistency statement, which is required now. It is clearly consistent with the plan.

Mayor Peoples entertained a motion to adopt the amended sign ordinance for projecting signs. Commissioner Crowell so moved. The motion carried unanimously.

## **TDDA UPDATE**

Town Manager Ollis reported obviously we are going through the interview process and hopefully we will have something next week. Tim did a lot of work on the Dog Mayor. He thanked Tim. It turned out really well. Tim has been doing a lot with TDDA. Crowell replied 4<sup>th</sup> Friday is coming up. Ollis replied yes and Halloween will be on October 31, 2022. Stott's Ford will be hosting the Halloween Stroll.

## **TOWN MANAGER'S REPORT/TOWN PRIORITIZATION, AND CITIZEN INPUT**

Town Manager Ollis reported he has been in the office and hasn't been able to get out. Jody has been doing a lot, thanks to Jody. He met briefly with Travis today. He has done a lot of stuff that he hasn't had a chance to see yet. Thanks to Travis. Fire Chief, Police Chief are doing great things. He thanked them. The Fire Chief would like to speak for a minute.

Fire Chief Walton talked to a grant writer that had gotten 48 out of 50 grants last year. Basically, he is asking permission to move forward to hire her. She asks for two percent of the asking price if they get awarded. Both grants that we are putting in for are nine months forward. We are looking around July before any money will be sent. If we get both grants, we are looking at paying her \$6100. We are asking for personnel on the SAFER Grant. It's a hundred percent grant for three years. They pay everything, such as raises, retirement, everything for three years. Then the Town takes over. The other grant is for updates to our equipment. Specifically, our cascade system that fills our air bottles. It is very outdated. They are changing the bottles, so we are looking at getting adapters anyway, so the

membership voted that they would like to see a replacement. An updated one instead of what we have now. He is looking to see if the board is okay with that.

Mayor Peoples asked if she gets paid whether we get the grant or not. Walton replied she gets two percent if we get it and \$500 for consulting fee if we do not.

A citizen asked if there were funds in the budget after the three years to fund these people. Walton has talked with a member of FRAC today and with the projections, we should get a penny each year from the county. We can sustain the personnel we are putting in place. The member of FRAC didn't see a problem with us doing that.

The Board all agreed to proceed.

### **COUNCIL/MAYOR REPORT**

Commissioner Crowell thanked the citizens for coming out tonight and he thanked the staff.

Commissioner Ingham thanked everybody for coming out tonight and he also thanked the staff.

Mayor Pro Tem Booker thanked everybody and reported she did make it to the last 4<sup>th</sup> Friday. It was wonderful. She sees what she has been missing.

Mayor Peoples reported at Saturday's game in Boone, they recognized seven kids as the seven best Cross-country runners in the last hundred years in the Southern Conference. He is proud to say that his son was one of those runners. The other thing is, many of you don't know this, but Zach has been covering some for our girls in the front office, while they have been out with illness and pregnancy. Again, he lives in the best place.

### **CITIZEN COMMENTS & RESPONSES**

Anne Day reported the fire hydrants have been out of service on Carson Street for more than two years. The one on the corner of Whitney and Second Street was marked with a big red X when they flushed the hydrants, because it has been needing a part for eleven months and the answer then was from the water department, they had been waiting more than seven months on the part. Mayor Peoples replied the problem we have had is getting the parts. Ollis reported some that are marked with an X are marked for other reasons, also. Jody will check and see if he can speed up the parts getting to us.

Joyce Kimpton asked for an update on the Lake Lanier Dam and when the next inspection is and are there plans to fix the cracks? Town Manager Ollis reported DHEC does a yearly inspection now. The last one was last July. They should be here before December. One of things we are working on with the engineers is to apply for the high hazard dam money that is coming down the pipeline. For now, we are communicating with DHEC on what we have to do and when. Basically, just waiting on the money. The main things we have to care for are the slope and resurfacing the dam itself. The core of the dam is good. It's resurfacing and looking at opening another spillway. Ms. Kimpton responded there is no danger of the dam breaking. Ollis replied no ma'am, we are pretty confident it is good. Let's hope not. The high hazard dam sounds bad, but it is because of its age. This is the reason it makes it on this list. Ms. Kimpton asked, her understanding the last break occurred in 1916. Mayor Peoples responded when they built the dam, the first one broke. They went back and when they rebuilt (he read this), the guy who helped design the Hoover Dam was called here to look and see what we had and this man said, this was as good of a dam as you could get (he read this also). He found that in writing, in more than one

place. He's thinking, maybe because it broke the first time, they overdid it the second time and maybe we are benefiting from that. Commissioner Crowell reported that DOT gave the bridge a moderate okay for light loads.

**CLOSED SESSION**

Mayor Peoples entertained a motion to go into closed session pursuant to N.C.G.S. 143-318.11(a)(6). Commissioner Ingham so moved. The motion carried unanimously.

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J. Alan Peoples, Mayor

Attest:

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Susan B. Bell, Town Clerk

**TOWN OF TRYON  
BOARD OF COMMISSIONERS  
TRYON TOWN HALL – MCCOWN MEETING ROOM  
WORK SESSION  
OCTOBER 18, 2022 6:00 PM**

Present: Mayor Pro Tem Chrelle Booker                      Absent: Mayor J. Alan Peoples

Commissioners: Crys Armbrust, Bill Crowell, Bill Ingham

Staff Present:    Town Manager Zach Ollis                      Town Clerk Susan Bell  
                            Town Attorney William Morgan

**CALL TO ORDER**

Mayor Pro Tem Booker called the work session to order at 6:05 pm.

Commissioner Armbrust asked Zach to contact Duke Energy to replace all the blue and purple lights. They are highly dangerous. There is one at Tryon Pharmacy, one on 176 and Hidden Hill. Commissioner Crowell asked if the police could right them down while they are patrolling. Ollis will get with Randall.

Commissioner Ingham reported that he had someone come into his office with a great idea. A charging station for cars near the Nina Simone Plaza. He doesn't know how much that would cost. Ollis reported Paige was working on a grant for a charger at the Depot Plaza. They have looked into them. Booker asked where was the one at the Ford Place. Commissioner Crowell replied on the right side before you enter their garage. Ollis will continue to look into that.

Commissioner Armbrust commented that he wants to be preventative with our new hire. It is not his opinion that this person is meant to run festivals. They are meant to facilitate and coordinate festivals, but as far as the nuts and bolts of running and being the final word, that is a waist of their time. Ollis replied we had that discussion today. Commissioner Crowell responded we need lots of volunteers to help run them.

Commissioner Ingham asked Ollis if he was with Trace & Company today. Ollis replied yes, they were looking at sidewalks, so they would know exactly what they needed to submit.

Commissioner Armbrust responded someone needs to contact the high school. He knows there are kids that need to do some community service. Ollis replied we used to use the high schoolers every year at Rogers Park and Vaughn's Creek, but they stopped a few years ago, because of COVID. He can check with them again. Armbrust suggested the Foundation who is under new leadership. Ollis has spoken to Sara Bell about starting a conversation of how to get involved and a conversation about why we stopped. Armbrust asked if we didn't used to elect a student for Mayor. No one seems to remember that. An outreach idea. If we did it, Alan would remember.

Armbrust hates to keep harping on Chestnut Street. Ollis responded we have the money for Braewick. We can update the CIP to have them prioritize it. Ingham would like to see it done also. Crowell walks Chestnut twice a week and people fly down the hill.

Ollis met with Trace today, looking at the sidewalk that they have just finished and going to price out the sidewalk across the street. Armbrust asked about the thermoplast. Ollis is looking for someone to do the thermoplast.

Armbrust had a citizen contact him about the power poles around the Catholic Church. Ollis can contact Duke. They are waiting on the telephone and cable companies to remove their lines.

Booker asked about the roadways on Howard Street. Crowell replied Duke Energy has cut service roads under the lines. Ollis responded the Eastside was hit pretty hard with the last tornado. They have upgraded the lines and the roads getting to the lines as part of the upgrade. Ollis when we had the ice storm the town was out of power for two days. He is hoping this will cut it to one day.

Crowell asked if there was any way one of the street guys could take a leaf blower about 7:30 in the morning and blow off the door steps of each business. The business owners don't take care of it.

Armbrust notified the board we need to address parking for business owners and employees. Visitors and citizens need places to park. The time has come to stop asking. We need a policy, give them three months-notice, then fine them.

Crowell just left the Beerfest meeting. They are still looking for parking volunteers.

**ADJOURN**

Mayor Pro Tem Booker adjourned the meeting at 6:27 pm.

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J. Alan Peoples, Mayor

Attest:

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Susan B. Bell, Town Clerk

**TOWN OF TRYON  
BOARD OF COMMISSIONERS  
TRYON TOWN HALL – MCCOWN MEETING ROOM  
OCTOBER 18, 2022 6:00 PM**

Present: Mayor Pro Tem Chrelle Booker                      Mayor J. Alan Peoples came in right as closed session started

Commissioners: Crys Armbrust, Bill Crowell, Bill Ingham

Staff Present:    Town Manager Zach Ollis                      Town Clerk Susan Bell  
                         Planning Director Tim Daniels                      Acting Police Chief Randall Hodge  
                         Fire Chief Josh Walton                                      Harmon Field Supervisor Travis Aldred  
                         Town Attorney William Morgan

**CALL TO ORDER**

Mayor Pro Tem Booker called the meeting to order and she asked for a moment of silence. Then she led the Pledge of Allegiance.

**AGENDA ADOPTION**

Mayor Pro Tem Booker asked if there are any additions, deletions or corrections. Being none, she entertained a motion to adopt the agenda. Commissioner Armbrust so moved. The motion carried unanimously.

**CONSENT AGENDA ADOPTION**

Mayor Pro Tem Booker asked if there are any additions, deletions or corrections. Being none, she entertained a motion to adopt the Consent Agenda, which includes the Board’s minutes and the financial report. Commissioner Ingham so moved. The motion carried unanimously.

**RESOLUTION TO SURPLUS GUN**

Town Manager Ollis reported before you are a Resolution to surplus property. This is for one Glock model 19 Gen 5, serial number BPNB993 to Jeffrey Bruce Arrowood for \$1.00. Mayor Pro Tem Booker entertained a motion to adopt. Commissioner Crowell so moved. The motion carried unanimously.

**PRESENTATION**

**RESOLUTION HONORING RETIRING POLICE CHIEF JEFF ARROWOOD**

Mayor Pro Tem Booker asked Town Manager Ollis to read the resolution honoring Retiring Police Chief Jeff Arrowood. He then presented it to Chief Arrowood. People know Jeff for being a great chief. They don’t see him as a person. Everyone that works here could go to Jeff and ask advice. We are very appreciative. Mayor Pro Tem Booker knows that your wife and children served right along with you and she thanked them also.

Telecommunications Supervisor Blake Arledge recognized retiring Police Chief Arrowood. He thought it was important to make a statement. He has worked with Jeff since 1995. He is a friend, a brother, a

confidant and lastly his boss. He has led this department since 2003 and has done something that is practically unheard of in local law enforcement and that was spending his entire career in one department. He is a witness for Jeff's concern for our town and its citizens. His wisdom and level headedness, dealing with calls of service, employee matters and anything else that has come our way. He has supported our employees, led by example, stood by us when we were right and counseled us when we were wrong. Speaking for himself he has made him a better employee and has set a standard for his department that he knows will continue under our new leadership. Personally, and on behalf of our employees of the Tryon Police Department, he wants to say Thank You to Jeff and they wish you the best in the future. He thanked the Commissioners for this time.

Acting Chief Randall Hodge stands here tonight with much humbleness as Chief Arrowood retires from his duties of Police Chief. He has known Jeff for many years, but has only worked side by side him for the past five years. He has come to respect his leadership and though a short time have valued his mentorship to him. Chief Arrowood has provided valuable commitment, not only to the Police Department, but the dedication to the Town of Tryon and its citizens. Jeff has mentored many officers over his career as chief and as a career as an officer. Tryon is losing a great wealth of knowledge, experience and a valuable resource. He wants to wish him and Kerry many happy years in his retirement.

In accordance to N.C. General Statue §20-187.2 which authorizes the governing body of a law enforcement agency may, in its discretion, also award to a retiring member, upon request, the service side arm of such retired member, it is his honor to present Chief Arrowood with his service weapon.

Chief Arrowood thanked Hodge.

Town Manager Ollis also thanked Jeff. It has been an honor to work by you. He has had some really bad Police Chiefs in his time and he has had some good ones, but Jeff has set a standard, not only for currently, but for Randall and for the future of this department. Right now, it's easy for him to say you are the best Police Chief he has had in his career. He is really humbled and appreciates everything that you have done for everybody here, because you did go above and beyond when it comes to this agency. You have set a standard for Randall that its going to be really tough to beat.

Fire Chief Walton remembered when he was first hired, Jeff would come over and say come on let's go take a ride. That's how he learned some of the history of the town. He has a new hire and the other day he asked him where some street was, and he was like um, he told him let's go take a ride and he took him on the first loop that Jeff had taken him on. For two years, he has stood up and mentored him. He thanked Jeff for that.

Arledge also presented Jeff with his badge. He reported the Police badge is a powerful symbol. It is the ultimate presentation of the moto of police officers around the world to protect and serve. It's also a symbol of the sacrifice that police officers make to protect communities. Becoming a Police Officer isn't easy. It requires a lot of dedication, work and sacrifice. Not everyone can wear a badge and that's why those that do are proud of the contribution they make to society. For officers, badges have a personal meaning. A badge is a symbol of pride. He is proud to present Jeff Arrowood his gold, Tryon Police Department's Chiefs badge.

Chief Arrowood thanked Council, past councils, past managers and Manager Zach Ollis for helping and providing the Police Department with what they needed. He wanted to thank the citizens. He tells

people all the time, when he and Kerry first talked about him retiring, he wasn't sure. He likes it here and he has always been very comfortable working here. He decided it is time. A little over 19 years as Chief, its time for someone else to do this and for them to go on to another part of their life. He wants to thank the employees. He has always had good employees. They make life a lot easier. Last, he wants to thank his wife, Kerry. She has been here every step of the way. He had been a police officer for two years when they got married. His career has been her career. Someone said earlier the Chief is retiring, he says we are retiring. Without everyone, he couldn't have done this. Thank you.

Mayor Pro Tem Booker notified everyone we are going to swear in the new chief and take a 15-minute break to honor both chiefs.

#### **SWEARING IN OF RANDALL HODGE AS POLICE CHIEF**

Town Clerk Bell swore in Acting Police Chief Randall Hodge as Police Chief. Town Manager Ollis congratulated Chief Hodge. Jeff has set a really high standard and we know that you are going to take it to another level. We are excited to have you on board. We couldn't have found a better person for this job. He is looking forward to working with him. He thanked Jayloni for lending Randall to us. She said he will not let you down. Jayloni pinned his badge on him.

Chief Hodge thanked Zach for his words. They mean a lot. It means a lot to have councilmembers support and trust that you have in me. He wanted to thank Chief Arrowood for the past five years of leadership. He feels like he has grown working under him. He thanked the public for their support, because law enforcement relies on their support. He thanked everyone.

Mayor Pro Tem Booker said we will take a 15-minute break now.

Mayor Pro Tem Booker called everyone back in to continue the meeting.

#### **PROPOSAL FOR ADDITIONAL PROFESSIONAL SERVICES**

Town Manager Ollis reported the proposal for additional professional services is before. The amended contract recognizes the increase of the additional million dollars as well as the oversight of that from the engineering company. Commissioner Armbrust made a motion to approve the amended contract for additional professional services. The motion carried unanimously.

#### **BUDGET AMENDMENT NO. 1**

Town Manager Ollis reported in budget amendment no. 1, we are recognizing the ARP revenue, Office of State Fire Marshall grants for the Fire Department, as well as uniform line items and some other things for the Pacolet Street sidewalks. Commissioner Armbrust made a motion to adopt Budget Amendment No. 1. The motion carried unanimously.

#### **MINIMUM HOUSING**

Planning Director Daniels reported:

1. 144 Cleveland-Hearing is set for next Monday
2. 136 Cleveland-the Owner has talked with the Fire Chief and they agreed to burn it down and he will have the ordinance ready at the next meeting.

3. Canady Lane-the Fire Department will do a training burn on that one next week. Booker asked for one of the family members if they could take before, during and after pictures. Daniels replied yes.

Daniels reported once these are burned, he will discuss the cleanup with them.

#### **TDDA UPDATE**

Town Manager Ollis reported the Halloween Stroll is coming up. He reported he is trying to get a band and a food truck for Tryon Midnight. We have a new hire and will introduce you to her at the November meeting.

#### **TOWN MANAGER'S REPORT/TOWN PROJECT PRIORITIZATION, AND CITIZEN INPUT**

Town Manager Ollis reported we have all been very busy. He would like to thank our staff. Jody has been working a ton. He's been trying to get everyone caught up. Andrew helped out at Harmon Field and he is really appreciative of all his work out there. Travis has also been working really hard to keep up with everything out there. Tim has been doing great. Fire Chief has been doing great as well. He thanked Randall again. They are glad he is here. This board had full faith in you before we even discussed this opportunity. When this opportunity came open, they didn't hesitate. Hope you can take that and run with it. Everyone here is behind you 110%.

#### **COUNCIL/MAYOR REPORT**

Commissioner Ingham thanked everyone for coming out. He congratulated Randall. They know he will do a great job, no doubt.

Commissioner Crowell thanked staff for everything they have done. He thanked everyone for coming out. He congratulated Randall and welcomed him to his new responsibilities.

Commissioner Armbrust thanked all for participating. Your presence is important to us. He welcomed and congratulated Randall. He looks forward to working with you. He also thanked the town employees especially for their help with the Tryon Film Festival. It was a fantastic event. From what he can gather, they loved the location on McCown Street.

Mayor Pro Tem Booker thanked all for coming. You are welcome anytime. She thanked the town, commissioners, Zach, Susan, William and Randall. She asked that everybody take your time going home and be safe, until we meet again.

#### **CITIZEN COMMENTS & RESPONSES**

Joyce Kimpton thanked Commissioner Armbrust for jumping on the bandwagon concerning parking. Twenty years after first mentioning getting merchants off of Trade Street. She asked, being the work done on Pacolet Street if the board had given any thought to the work on Maple Street. They deserve a little attention too. Commissioner Ingham replied one thing at a time.

#### **MOTION TO ENTER CLOSED SESSION TO DISCUSS PERSONNEL**

Mayor Pro Tem Booker entertained a motion to enter closed session to discuss personnel pursuant to N.C.G.S. 143-318.11(a)(6). Commissioner Armbrust so moved. The motion carried unanimously.

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J. Alan Peoples, Mayor

Attest:

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Susan B. Bell, Town Clerk

# Agenda Item Summary Sheet

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<b>Meeting Date:</b> November 15, 2022	<b>Agenda Item Number:</b> 5b
<b>Submitted By:</b> Susan Bell	
<b>Attachments:</b> Financial Report for month ending October 31, 2022	

**Topic:** Financial Report

**Requested/Recommended Action & Motion:** Approve

**Summary Explanation & Background:**

**Town Priority/Goal (Strategic Plan):**

**Direct Financial Impact:**

**Indirect Financial Impact:**

**Funds Included in Current Budget:**



**TOWN OF TRYON  
FINANCIAL SUMMARY REPORT  
FOR PERIOD OF 07/01/2022-10/31/2022**

**GENERAL FUND**

<i>REVENUES</i>	CURRENT BUDGET	ACTUAL TO DATE	UNCOLLECTED TO DATE	Y-T-D % COLLECTED	10/31/2021
					PRIOR YEAR ACTUAL TO DATE
PROPERTY TAXES	\$ 1,013,000	\$ 614,688	\$ 398,312	60.68%	\$ 629,255
SALES TAXES/HOLD HARMLESS	556,000	124,378	431,622	22.37%	236,711
UTILITIES SALES TAXES	140,000	-	140,000	0.00%	28,961
ZONING PERMITS	9,000	2,250	6,750	25.00%	2,800
RENT	17,000	4,350	12,650	25.59%	5,747
INTERFUND TRANSFER-FIRE DEPT			-	0.00%	
POWELL BILL	103,000	34,271	68,729	33.27%	29,777
SALE OF CAPITAL ASSETS			-	0.00%	
OTHER		8,485	(8,485)	0.00%	175,487
CARES ACT					
DHS-FEMA GRANT					
APPROPRIATION FROM FUND BALANCE	15,460		15,460	0.00%	
	<b>\$ 1,853,460</b>	<b>\$ 788,421</b>	<b>\$ 1,065,038</b>	<b>42.54%</b>	<b>\$ 1,108,737</b>

<i>EXPENDITURES &amp; ENCUMBRANCES</i>	CURRENT BUDGET	EXPENDITURES TO DATE	ENCUMBRANCES TO DATE	UNSPENT TO DATE	Y-T-D % SPENT	10/31/2021
						PRIOR YEAR ACTUAL TO DATE
GOVERNING BODY	\$ 85,697	\$ 17,379	\$ -	\$ 68,319	20.28%	\$ 10,983
ADMINISTRATION	567,357	233,114	-	334,243	41.09%	279,635
POLICE	769,453	246,841	-	522,612	32.08%	207,867
STREET	267,408	185,288	-	82,120	69.29%	138,122
PARKS & CEMETERY	4,200	305	-	3,895	7.26%	2,887
PLANNING/ZONING	31,000	1,000	-	30,000	3.23%	
DEBT	25,344		-	25,344	0.00%	7,264
POWELL BILL	103,000	90,137	-	12,863	87.51%	
INTERFUND TRANSFER TO SANITATION PER FY20 AUDIT			-	-	0.00%	
CONTRIBUTION TO FUND BALANCE			-	-	0.00%	
	<b>\$ 1,853,460</b>	<b>\$ 774,063</b>	<b>\$ -</b>	<b>\$ 1,079,396</b>	<b>41.76%</b>	<b>\$ 646,757</b>
<b>NET REVENUE LESS EXPENDITURES (DEFICIT)</b>	<b>\$ 0</b>	<b>\$ 14,358</b>				<b>\$ 461,980</b>

## FIRE FUND

<i>REVENUES</i>	CURRENT	ACTUAL	UNCOLLECTED	Y-T-D %	10/31/2021
	BUDGET	TO DATE	TO DATE	COLLECTED	PRIOR YEAR ACTUAL TO DATE
PROPERTY TAXES	\$ 206,663	\$ 135,255	\$ 71,408	65.45%	\$ 109,116
MOTOR VEHICLE TAXES	33,721	5,387	28,334	15.98%	11,062
TOWNSHIP TAX REVENUE	382,214	303,869	78,345	79.50%	244,621
LAKE LANIER TAX REVENUE	85,000	24,250	60,750	28.53%	
TAX DISCOUNTS	(2,800)	(2,191)	(609)	78.26%	(1,889)
OTHER REVENUE		293	(293)	0.00%	34,328
CHRISTMAS PARADE		700	(700)	0.00%	
GRANT MONEY	45,000	45,000			
FUND BALANCE APPROPRIATION			-	0.00%	
	<u>\$ 749,798</u>	<u>\$ 512,562</u>	<u>\$ 237,236</u>	<u>68.36%</u>	<u>\$ 397,238</u>

  

<i>EXPENDITURES &amp; ENCUMBRANCES</i>	CURRENT	EXPENDITURES	ENCUMBRANCES	UNSPENT	Y-T-D %	10/31/2021
	BUDGET	TO DATE	TO DATE	TO DATE	SPENT	PRIOR YEAR ACTUAL TO DATE
PERSONNEL & OPERATING EXPENSES	\$ 667,372	\$ 255,832	\$ -	\$ 411,540	38.33%	\$ 161,109
DEBT	37,426	37,512		(86)	100.23%	37,445
CONTRIBUTION TO FUND BALANCE				-	0.00%	
	<u>\$ 704,798</u>	<u>\$ 293,344</u>		<u>\$ 411,454</u>	<u>41.62%</u>	<u>\$ 198,554</u>

  

<b>NET REVENUE LESS EXPENDITURES (DEFICIT)</b>	<b><u>\$ 219,218</u></b>	<b><u>\$ 198,684</u></b>
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## HARMON FIELD FUND

<i>REVENUES</i>	CURRENT	ACTUAL	UNCOLLECTED	Y-T-D %	10/31/2021
	BUDGET	TO DATE	TO DATE	COLLECTED	PRIOR YEAR ACTUAL TO DATE
MOTOR VEHICLE TAX	\$ 17,000	\$ 3,412	\$ 13,588	20.07%	\$ 7,450
TOWNSHIP TAX	205,500	151,097	54,403	73.53%	149,432
RENTAL	10,000	1,094	8,906	10.94%	1,330
USAGE	19,000	7,755	11,245	40.82%	7,170
OTHER		617	(617)	0.00%	211
APPROPRIATION FROM FUND BALANCE			-	0.00%	
DISCOUNTS	(500)				
	<u>\$ 251,000</u>	<u>\$ 163,976</u>	<u>\$ 87,524</u>	<u>65.33%</u>	<u>\$ 165,593</u>

  

<i>EXPENDITURES &amp; ENCUMBRANCES</i>	CURRENT	EXPENDITURES	ENCUMBRANCES	UNSPENT	Y-T-D %	10/31/2021
	BUDGET	TO DATE	TO DATE	TO DATE	SPENT	PRIOR YEAR ACTUAL TO DATE
PERSONNEL & OPERATING EXPENSES	\$ 249,345	\$ 101,699		\$ 147,645	40.79%	\$ 92,954
DEBT				-	0.00%	
CONTRIBUTION TO FUND BALANCE	1,655			1,655	0.00%	
	<u>\$ 251,000</u>	<u>\$ 101,699</u>		<u>\$ 149,301</u>	<u>40.52%</u>	<u>\$ 92,954</u>

  

<b>NET REVENUE LESS EXPENDITURES (DEFICIT)</b>	<b><u>\$ 62,276</u></b>	<b><u>\$ 72,639</u></b>
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## TOURISM FUND

<i>REVENUES</i>	CURRENT BUDGET	ACTUAL TO DATE	UNCOLLECTED TO DATE	Y-T-D % COLLECTED	10/31/2021 PRIOR YEAR ACTUAL TO DATE
OCCUPANCY TAXES	\$ 35,000	\$ 9,131	\$ 25,869	26.09%	\$ 17,414
			-	0.00%	
	\$ 35,000	\$ 9,131	\$ 25,869	26.09%	\$ 17,414

  

<i>EXPENDITURES &amp; ENCUMBRANCES</i>	CURRENT BUDGET	EXPENDITURES TO DATE	ENCUMBRANCES TO DATE	UNSPENT TO DATE	Y-T-D % SPENT	10/31/2021 PRIOR YEAR ACTUAL TO DATE
PERSONNEL & OPERATING EXPENSES	\$ 35,000	\$ 8,731	\$ -	\$ 26,269	24.94%	\$ 7,968
				-	0.00%	
	\$ 35,000	\$ 8,731		\$ 26,269	24.94%	\$ 7,968

  

<b>NET REVENUE LESS EXPENDITURES (DEFICIT)</b>		<b>\$ 400</b>				<b>\$ 9,446</b>
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## WATER & SEWER FUND

<i>REVENUES</i>	CURRENT BUDGET	ACTUAL TO DATE	UNCOLLECTED TO DATE	Y-T-D % COLLECTED	10/31/2021 PRIOR YEAR ACTUAL TO DATE
WATER CHARGES	\$ 1,055,200	\$ 448,949	\$ 606,251	42.55%	\$ 433,758
SEWER CHARGES	426,000	176,638	249,362	41.46%	164,181
COLUMBUS & SALUDA EMERGENCY WATER LINE	62,264		62,264	0.00%	
OTHER REVENUES			-	0.00%	
			-	0.00%	
	\$ 1,543,464	\$ 625,587	\$ 917,877	40.53%	\$ 597,939

  

<i>EXPENDITURES &amp; ENCUMBRANCES</i>	CURRENT BUDGET	EXPENDITURES TO DATE	ENCUMBRANCES TO DATE	UNSPENT TO DATE	Y-T-D % SPENT	10/31/2021 PRIOR YEAR ACTUAL TO DATE
DISTRIBUTION	\$ 369,521	\$ 91,081	\$ -	\$ 278,440	24.65%	\$ 124,786
WATER PLANT	436,160	158,926	-	277,234	36.44%	185,047
SEWER PLANT	233,559	86,918	-	146,641	37.21%	96,267
COLLECTIONS	153,789	67,075	-	86,713	43.62%	65,277
DEBT	317,774	31,001		286,773	9.76%	
CONTRACTED SERVICES-G	22,000	4,250		17,750	19.32%	5,175
CONTRIBUTION TO FUND BALANCE	10,660			10,660	0.00%	
.	\$ 1,543,464	\$ 439,251		\$ 1,104,213	28.46%	\$ 476,551

  

<b>NET REVENUE LESS EXPENDITURES (DEFICIT)</b>	<b>\$ -</b>	<b>\$ 186,336</b>				<b>\$ 121,388</b>
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## S ANITATION F U N D

<i>REVENUES</i>	CURRENT BUDGET	ACTUAL TO DATE	UNCOLLECTED TO DATE	Y-T-D % COLLECTED		10/31/2021 PRIOR YEAR ACTUAL TO DATE
SANITATION CHARGES	\$ 254,076	\$ 89,232	\$ 164,844	35.12%		\$ 84,716
OTHER REVENUES	3,200	292	2,908	9.13%		2,207
SOLID WASTE	1,000		1,000	0.00%		
APPROPRIATION FROM GF			-	0.00%		
	<u>\$ 258,276</u>	<u>\$ 89,524</u>	<u>\$ 168,752</u>	<u>34.66%</u>		<u>\$ 86,923</u>
<i>EXPENDITURES &amp; ENCUMBRANCES</i>	CURRENT BUDGET	EXPENDITURES TO DATE	ENCUMBRANCES TO DATE	UNSPENT TO DATE	Y-T-D % SPENT	10/31/2021 PRIOR YEAR ACTUAL TO DATE
PERSONNEL & OPERATING EXPENSES	\$ 245,423	\$ 82,759	\$ -	\$ 162,664	33.72%	\$ 75,142
DEBT	12,853			12,853	0.00%	
CONTRIBUTION TO FUND BALANCE				-	0.00%	
	<u>\$ 258,276</u>	<u>\$ 82,759</u>		<u>\$ 175,516</u>	<u>32.04%</u>	<u>\$ 75,142</u>
<b>NET REVENUE LESS EXPENDITURES (DEFICIT)</b>		<u><b>\$ 6,765</b></u>				<u><b>\$ 11,781</b></u>

## GRANT F U N D

<i>REVENUES</i>	CURRENT BUDGET	ACTUAL TO DATE	UNCOLLECTED TO DATE	Y-T-D % COLLECTED		10/31/2021 PRIOR YEAR ACTUAL TO DATE
ARP FUNDS	\$ 257,348	\$ 257,348	\$ (0)	100.00%		\$ 257,348
			-	0.00%		
	<u>\$ 257,348</u>	<u>\$ 257,348</u>	<u>\$ (0)</u>	<u>100.00%</u>		<u>\$ 257,348</u>
<i>EXPENDITURES &amp; ENCUMBRANCES</i>	CURRENT BUDGET	EXPENDITURES TO DATE	ENCUMBRANCES TO DATE	UNSPENT TO DATE	Y-T-D % SPENT	10/31/2021 PRIOR YEAR ACTUAL TO DATE
PERSONNEL & OPERATING EXPENSES	\$ 257,348		\$ -	\$ 257,348	0.00%	\$ -
				-	0.00%	
	<u>\$ 257,348</u>	<u>\$ -</u>		<u>\$ 257,348</u>	<u>0.00%</u>	<u>\$ -</u>
<b>NET REVENUE LESS EXPENDITURES (DEFICIT)</b>		<u><b>\$ 257,348</b></u>				<u><b>\$ 257,348</b></u>

**AN ORDINANCE TO AMEND THE ZONING ORDINANCES OF THE TOWN OF TRYON TO MODIFY HEIGHT RESTRICTIONS FOR ADJACENT FRONT, SIDE, AND REAR YARDS.**

WHEREAS, the Town of Tryon zoning fence ordinances are restrictive to owners' privacy in regards to rear and side yards being adjacent to front yards, and

WHEREAS, the town staff has been asked to examine the fence regulations by the Town Manager due to multiple citizen inquiries, and

WHEREAS, the Town of Tryon Planning Board has unanimously recommended the adoption of the following guidelines for fences in all districts as presented.

NOW THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS FOR THE TOWN OF TRYON:

**Section 1:** 4.13.2 General Requirements for All Buildings

D. Fences or walls are permitted in all districts subject to the following regulations.

Agricultural uses are exempt from the following fence and wall standards. ~~Where a lot's rear or side yard is adjacent to a front yard of an adjoining lot or street, the fence along that line shall meet the "Front Yard" requirements listed below.~~

1) All fences shall be constructed with the finished side facing the adjacent property or street.

2) Front Yard Fences:

- Maximum Height: 4 feet **when adjacent to a street or front yard, 8 feet when adjacent to a side or rear yard.**
- Materials: Wood, brick, stone, wrought iron, stucco, vinyl, or combinations. No chain link.

3) Side & Rear Yard Fences:

- Maximum Height: 8 feet
- Materials: Chain link, wrought iron, wood, stucco, brick, stone, vinyl or combinations. Barbed wire or razor wire is permitted for commercial & industrial uses rear yard fences not visible from a street.

**Section 2.** The new ordinance is consistent with the purpose of the existing ordinance which is designed to promote and protect the public health, safety, general welfare and to enhance the quality of life of the community. It is reasonable and addresses the public interest.

**Section 3.** All provisions of the Tryon Zoning Ordinance inconsistent with the language herein adopted are hereby repealed.

**Section 4.** This Ordinance shall become effective upon adoption.

Adopted this 15<sup>th</sup> day of November, 2022

\_\_\_\_\_  
Alan Peoples, Mayor

ATTEST: \_\_\_\_\_  
Susan Bell, Town Clerk

# REQUEST FOR QUALIFICATIONS



## For On-Call Engineering Services

Town of Tryon, NC is seeking Consultants to provide  
Qualifications for On-Call Engineering Services.

*Submittals to:*

*Zach Ollis, Town Manager*

*Town of Tryon*

*301 N Trade St.*

*Tryon, North Carolina 28782*

ENVELOPE MUST STATE CLEARLY THAT THE ENCLOSED SUBMITTAL IS FOR THE ON-  
CALL PROFESSIONAL SERVICES R.F.Q.

Published October 12, 2022 by 5:00 P.M.

Due November 15, 2022 by 2:00 P.M.

The term of the possible contract will run Dec 1, 2022 to November 30, 2025 with  
options to renew.

NO LATE SUBMITTALS WILL BE ACCEPTED FOR ANY REASON WHATSOEVER

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## INTRODUCTION

Tryon is the largest municipality in Polk County with approximately 1,800 residents and over 5,500 citizens relying on its services. The Town is responsible for managing town owned streets, water treatment facilities, sewer treatment facilities, distribution and maintenance of water & sewer lines, maintenance of lift stations and pump stations, police & fire services, planning & zoning, parks, sanitation, downtown development, tourism, and admin services.

The Town is seeking qualified firms to provide professional services on an “On-Call” basis to assist the Town with engineering and other professional services associated with the Public Works and other Town Departments to help with capital improvement projects and assist with the day-to-day engineering work of the Town.

## PROJECT DESCRIPTION/ SCOPE OF WORK

The Town of Tryon is seeking qualifications from qualified consulting engineering firms to provide professional services including engineering, surveying, and other professional services to support the Public Works and other Town Departments. The Town has identified the following categories for which firms may submit to provide services. Firms may elect to submit on one or multiple categories in a single Statement of Qualifications.

### 1. Public Water Distribution

Work under this category will include the typical professional services associated with public water distribution system projects including, but not limited to, distribution mains, transmission mains, booster stations, ground storage, and water storage tanks. These include but are not limited to project management, project development, budgeting, engineering analysis and studies, surveying, preliminary design, detailed design, permitting, subsurface utility engineering, geotechnical engineering, stakeholder coordination, easement and real property mapping and acquisition, preparation of construction documents, construction management, construction observation, preparation of as-builts, project closeout, grant application and management, loan application and management, and other professional services as needed to meet the Town’s goals.

### 2. Sanitary Sewer Collection

Work under this category will include the typical professional services associated with sanitary sewer collection system projects including, but not limited to, gravity mains, force mains, and lift stations. These include but are not limited to project management, project development, budgeting, engineering analysis and studies, surveying, preliminary design, detailed design, permitting, subsurface utility engineering, geotechnical engineering, stakeholder coordination, easement and real property mapping and acquisition, preparation of construction documents, construction management, construction observation, preparation of as-builts, project closeout, grant application and management, loan application and management, and other professional services as needed to meet the Town’s goals.

### 3. Transportation

Work under this category will include the typical professional services associated with transportation projects including, but not limited to, roadways, sidewalks, multi-use paths, greenways, and parking. These include but are not limited to project management, project development, budgeting, engineering

analysis and studies, surveying, preliminary design, detailed design, permitting, subsurface utility engineering, geotechnical engineering, stakeholder coordination, easement and real property mapping and acquisition, preparation of construction documents, construction management, construction observation, preparation of as-builts, project closeout, grant application and management, loan application and management, and other professional services as needed to meet the Town's goals.

#### 4. Water Resources

Work under this category will include the typical professional engineering services associated with water resources projects including, but not limited to, stormwater pipes and culverts, stream and bank restoration/stabilization, dams, Best Management Practices (BMPs), stormwater/flooding management and mitigation, and erosion control management. These include but are not limited to project management, project development, budgeting, engineering analysis and studies, surveying, preliminary design, detailed design, permitting, subsurface utility engineering, geotechnical engineering, stakeholder coordination, easement and real property mapping and acquisition, preparation of construction documents, construction management, construction observation, preparation of as-builts, project closeout, and other professional services as needed to meet the Town's goals.

#### 5. Administrative

Work under this category will include the typical professional engineering services of a general nature that may overlap with some of all of the other categories. Services under this category may include, but are not limited to, program management, engineering plan reviews, rate studies, system development fee studies, long range planning, GIS assistance, grants and loans assistance, grant application and management, loan application and management, PER & Enviro analysis, easements, CA/CO, delegated local permitting authority, and other professional services as may be needed to meet the Town's goals.

#### 6. Funding

Work under this category will include the typical professional engineering services of a general nature that may overlap with some of all of the other categories. Services under this category may include finding, applying for, managing, performing final reporting work, and other professional services as may be needed to meet the Town's goals with various agencies for funding sources. Sources and agencies may include but are not limited to USDA, GOLDEN LEAF, NC Commerce, NC DWI, EDA, and others.

## PROPOSAL REQUIREMENTS

All proposals shall include the following items:

- a) A cover letter on company letterhead signed by a Principal or other member of the firm authorized to commit the firm to contract for professional services (max 2 pages).
- b) Executive Summary: Should address the highlights of the RFQ, along with the strengths and special expertise of the firm and the associated team to successfully accomplish the objectives of the Town. (max 2 pages).
- c) Statement of Qualifications: Identify and describe the qualifications of the firm and professional services that may be provided by the consultant or consultant team in response to this RFQ. Also include information on any proposed sub-consultants. Note which team members were involved in referenced

projects and time period involved in referenced, completed or current projects. Also highlight any projects performed for the Town during the past 5 years (max 4 pages per category).

d) Project Team & Project Management: Identify the proposed project team (including any sub consultants) and key personnel for the successful completion of projects in partnership with the Town. Include brief resumes of the project team members including office location, years of experience, certifications, and education. Identify the project manager or primary contact and any other team leaders proposed, and briefly describe how projects will be successfully managed. It is expected that the team members proposed in the RFQ will be the ones that will actually work on projects for the Town. Also describe the firm's quality assurance / quality control methods (max 3 pages per category).

e) Project Schedule: Describe the planned and envisioned workload of the proposed team members for the timeframe of this contract, and verify that proposed staff will be prepared for timely completion of projects under a potential contractual agreement with the Town. Submittals should also include a description of the firm's ability to respond to rushed and emergency projects (max 2 pages).

f) References: Project reference list describing at least four (4) projects completed within the past five years that represent the strengths and unique qualifications of the firm or team in the areas identified in the Scope of Work described in this document. The list should contain project titles, locations, cost of projects, start and end dates, name of project managers, and name, phone number, and email address of references. The contact person should be capable of speaking to the firm's and team's ability to finish projects within the project timeframe and the firm's demonstrated ability to respond to the proposed project (max 2 pages).

g) Copy of firm's Equal Employment Opportunity Policy and statement regarding planned use of Historically Underutilized Businesses requested in RFQ.

h) Any other information you feel answers the question "Why should the Town of Tryon select my firm?" (max 1 page)

## EQUAL EMPLOYMENT OPPORTUNITY POLICY & ENCOURAGEMENT OF HUB

The Town of Tryon, NC provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation and training. The Town of Tryon expects all contract service providers, subcontractors, and firms it works with to abide by the same.

It is the goal of the Town of Tryon to facilitate the establishment, preservation, and strengthening of historically underutilized businesses, (i.e. small businesses and businesses owned by women and minorities), and to encourage their participation in the Town's procurement activities. Toward that end, the Town encourages these firms to compete and encourages non-minority firms to provide for the participation of small businesses and businesses owned by women and minorities through subcontracting,

partnerships, joint ventures, and other contractual opportunities. All firms are requested to include a statement in its response to this RFQ to describe any planned use of such businesses in fulfilling this goal of the Town.

## EVALUATION OF PROPOSALS

RFQs must be limited to no more than the allowed pages for the number of categories the firm is submitting, with a minimum font size of 11 pt. A page is counted as a single side of an 8.5x11 piece of paper.

Section dividers are for section identification only and are not to be utilized for additional information space or they will be counted in the page limit. The proposal shall be submitted by an official authorized to bind the submitter to its provisions and who is authorized to negotiate the final scope of work and fees for inclusion in a later Supplemental Professional Services Agreement with the Town.

Proposals will be evaluated according to the following criteria:

1. Related project experience. (30%)
2. Project staff experience. (20%)
3. Methodology-understanding and approach to the project. (15%)
4. Proximity to Town and Knowledge of Town's system. (20%)
5. Availability and interest in providing Services. (10%)
6. References. (5%)

## SUBMISSION DEADLINE and ADDRESS

Please submit five (5) sealed copies of the proposals, clearly labeled as "Statement of Qualifications for On-Call Engineering Services to the Town of Tryon no later than 2:00 p.m. November 15, 2022 at the following address:

Mr. Zach Ollis

Town of Tryon

301 N Trade St.

Tryon, North Carolina 28782

All questions concerning the proposal requirements or project in general should be directed to

Zach Ollis at [manager@tryonnc.gov](mailto:manager@tryonnc.gov).

## ADDITIONAL REQUIREMENTS

The Town of Tryon reserves the right to reject any "Statement of Qualifications". The "Statement of Qualifications" shall be prepared at the sole expense of the consultants. All proposals shall be subject to public review and copying as a public record. After evaluation, the Town may select one or more firms for

any of the categories. Each of the selected firms will enter into a master agreement covering the general terms of the contract. Upon identification of a project or task, the Town will utilize the information submitted in the SOQ to select the most qualified firm. A task authorization against the master agreement will be used to define the scope and price of the work. The Town of Tryon has a right to enter into agreements with the firm which, at the Town's sole discretion, best satisfy the requirements, goals and objectives of the Town. The Town reserves the right to reject all SOQs and not enter into any contracts as part of this process.

## TERM OF AGREEMENT

Each firm selected under this RFQ will be eligible for an initial term of three (3) years from the date of selection. The Town has the sole option to extend the selected firm(s) term for one (1) additional three (3) year term. Therefore, the maximum length of time that a selected consultant is eligible to complete work under this RFQ is six (6) years. However, the Town reserves the right to cancel this at any time and solicit new SOQ's. Firms that do not meet the Town's performance expectations, routinely decline opportunities to participate in this program, or lose significant internal expertise submitted with the original Statement of Qualifications may be removed from the Town's qualified consultant list.