

**Town of Montreat  
Board of Commissioners  
Special Meeting Agenda – Public Forum  
September 1, 2016 – 6:30 p.m.  
Walkup Building**

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**I. Call to Order**

- Welcome
- Moment of Silence

**II. Agenda Adoption**

**III. Public Comments**

**IV. Adjournment**

**Town of Montreat  
Board of Commissioners  
Town Council Agenda Meeting  
September 1, 2016 – 7:00 p.m.  
Walkup Building**

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**I. Call to Order**

- Pledge of Allegiance
- Moment of Silence

**II. Agenda Adoption**

**III. Public Hearing**

- A. Proposed Revisions to Town of Montreat Official Zoning Map

**IV. Mayor's Communications**

**V. Presentation to Council: Mr. Rick Lanier – U.S. Motto Action Committee**

**VI. Consent Agenda**

- A. Meeting Minutes Adoption
- August 4, 2016, Public Forum
  - August 4, 2016, Town Council Agenda Meeting
  - August 11, 2016, Town Council Meeting
  - Appendix 1 to August 11, 2016, Town Council Meeting
  - August 29, 2016, Special Meeting – Texas Road Bridge Motion Language & Possible Resolution to Move Forward as Directed by the Board. --Pending

***All items on the Consent Agenda are considered routine, to be enacted by one motion with the adoption of the agenda and without discussion. If a member of the governing body requests discussion of an item, it will be removed from the Consent Agenda and considered separately.***

**VII. Town Administrator's Communications**

- Consent Agenda Review
- Other Topics

**VIII. Administrative Reports**

- Police Chief
- Public Works Director
- Finance Officer
- Building Inspector/Code Administrator

**IX. Public Comment – Agenda Items**

*Public comments will be heard during this period for only those items listed on the meeting agenda.*

**X. Old Business**

- A. Proposed Revisions to Town of Montreat Official Zoning Map
  - **Suggested Motion:** To adopt Ordinance #16-09-0001 amending the Town of Montreat Official Zoning Map.
- B. Request from Montreat College for the Sign Ordinance to be amended to allow sign banners in Montreat
  - **Suggested Motion:** To move that the Planning & Zoning Commission review this request and report back to Council with their recommendations.

**XI. New Business**

- A. Reimbursement of Town Employees for Unexpected Medical Costs
  - **Suggested Motion:** To move to reimburse Town of Montreat employees for medical costs incurred during July and August under the United Health Care plan, that were above the deductions for prescriptions and medical treatment that would have been required under the Blue Cross/Blue Shield Plan.
- B. Resolution #16-09-01 Honoring Susan Neville
  - **Suggested Motion:** To adopt Resolution #16-09-01 Honoring Susan Neville – Materials Pending

**XII. Public Comment – Other Topics**

*Public comments will be heard during this period for other public business items or topics not listed on the meeting agenda.*

**XIII. Commissioner Communications**

**XIV. Meeting Dates**

Town Services Office Closed:

Labor Day Holiday  
Will reopen on Tuesday, September 6<sup>th</sup>  
**Sanitation Pickup will be on Tuesday September 6th**

**Montreat Board of Commissioners  
Town Council Agenda Meeting  
September 1, 2016**

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Montreat Landcare: September 7, 2016, 9:00 a.m.  
Allen Building  
Swannanoa Room

September Town Council Meeting: September 11, 2016, 7:00 p.m.  
Walkup Building

Montreat Tree Board: September 27, 2016, 10:00 a.m.  
Town Services Building

October Town Council Agenda Meeting: October 6, 2016, 7:00 p.m.  
Public Forum begins at 6:30 p.m.  
Walkup Building

October Town Council Meeting: October 13, 2016, 7:00 p.m.  
Walkup Building

**XV. Adjournment**



# TOWN OF MONTREAT NORTH CAROLINA OFFICIAL ZONING MAP, 1993

Official Zoning Map, Town of Montreat, N.C.  
Adopted by Town of Montreat  
Board of Commissioners November 14, 1985  
Amended June 28, 1990  
Amended May 14, 1992  
Amended August 12, 1993

Mayor

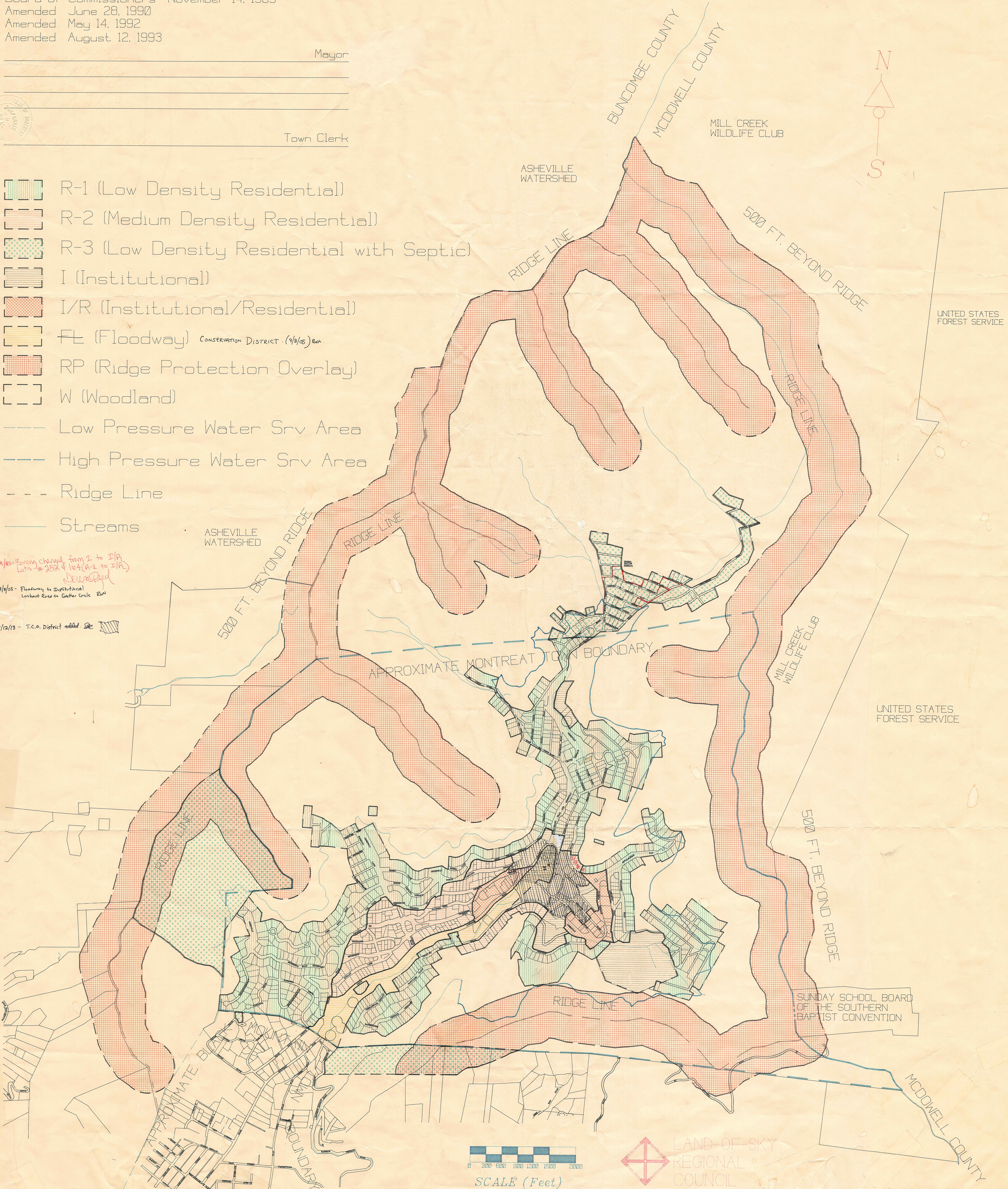
Town Clerk

- R-1 (Low Density Residential)
- R-2 (Medium Density Residential)
- R-3 (Low Density Residential with Septic)
- I (Institutional)
- I/R (Institutional/Residential)
- Ft (Floodway) CONSERVATION DISTRICT (4/8/05) Bm
- RP (Ridge Protection Overlay)
- W (Woodland)
- Low Pressure Water Srv Area
- High Pressure Water Srv Area
- Ridge Line
- Streams

\* 4/1/03 - zoning changed from I to I/R  
Lots # 252 & 144 (A-1 to I/R)  
Newmarked

\* 4/1/05 - Floodway to Institutional  
Lookout Road to Gathers Circle Bm

\* 4/12/13 - T.C.O. District added. Bm

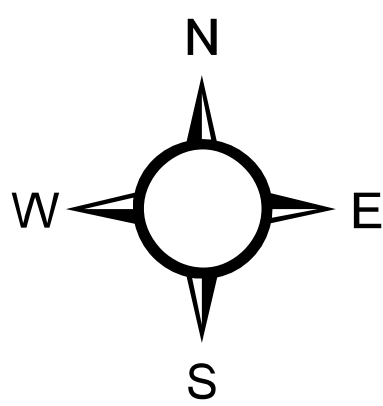


SCALE (Feet)

LAND-OF-SKY  
REGIONAL  
COUNCIL



# Town of Montreat North Carolina Official Zoning Map, 2016



Official Zoning Map, Town of Montreat, N.C.  
Adopted by Town of Montreat  
Board of Commissioners November 14, 1985

Amended June 28, 1990  
Amended May 14, 1992  
Amended August 12, 1993  
Amended January 9, 2003  
Amended September 8, 2005  
Amended September 12, 2013

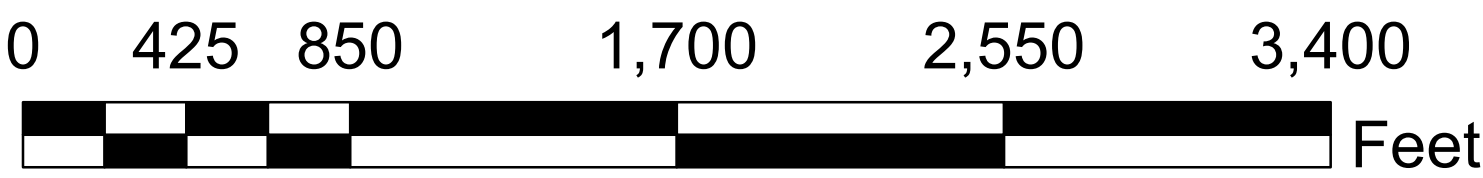
\_\_\_\_\_  
Mayor

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Town Clerk

**Legend**

- Corporate Limits
- Mountain Ridge
- Ridge Protection Overlay (RPO)
- ETJ Extra Territorial Jurisdiction
- Montreat Streets
- Montreat Parcels
- Town Center Overlay
- (R-1) Low-Density Residential District
- (R-2) Medium-Density Residential
- (R-3) \*Low-Density Residential
- (I) Institutional District
- (I/R) Institutional/Residential District
- Woodland District
- (CD) Conservation\_District

\*Limited Availability of Town Services  
in These Areas







## USMAC Mission

To defend, promote and assist in the awareness and furtherance of our U. S. Motto, "In God We Trust," on public buildings, structures, monuments, the printed page, and to encourage our Godly Heritage in various other aspects.

## USMAC Board

**David White**, Chair (336) 239-0473  
davidmwhite7@aol.com

**Rick Lanier**, Vice Chair (336) 798-7700  
7thheaven@windstream.net

**Pastor Mark Smith**, Secretary (336) 306-6476  
MSDKSmith@icloud.com

**Fred McClure**, Treasurer (336) 249-9269  
fred@fredmcclure.com

**Dr. Ron Baity**, Chaplain (336) 785-0529  
rbaity4520@aol.com

**Dr. Richard Callahan** (336) 259-9113  
richardd.callahan@gmail.com



## What you can do!

### *Pray*

- \* For municipalities to vote "Yes" to display our National Motto-*In God We Trust*.
- \* For pastors to catch our vision and motivate their members in our mission.
- \* For patriotic individuals to get involved in their local community.

### *Promote*

- \* Contact your city or county commissioners to request the U.S. Motto be displayed.
- \* Ask your pastor or civic organization to invite a member of the USMAC to share our mission.
- \* Get involved! One active, energetic voice can make a tremendous difference.

### *Provide*

- \* USMAC incurs ALL costs to display the U.S. Motto on government buildings.
- \* We depend on churches and patriotic individuals to meet these needs.
- \* Costs range up to **\$2,500** per location
- \* Become a *USMAC Partner* with a **One Time Gift** to promote a permanent and public reminder of America's Godly Heritage.

*If the foundations be destroyed,  
what can the righteous do?*

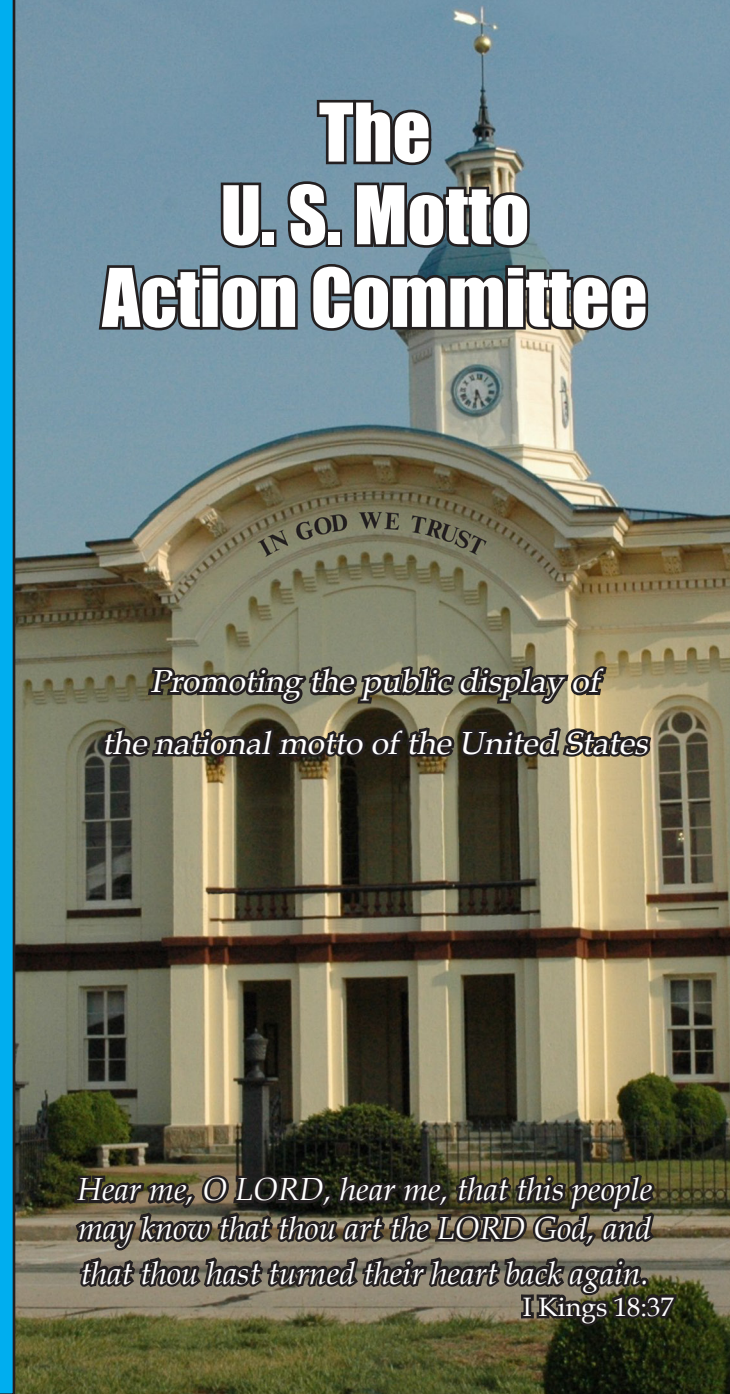
Psalm 11:3

Donations may be mailed to:

USMAC  
P.O. Box 1351  
Lexington, NC 27293  
(336) 798-7700 usmotto02@gmail.com

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## The U. S. Motto Action Committee



*Promoting the public display of  
the national motto of the United States*

*Hear me, O LORD, hear me, that this people  
may know that thou art the LORD God, and  
that thou hast turned their heart back again.*

I Kings 18:37





We believe God gave birth to the  
**U.S. Motto Action Committee.**

### A BRIEF HISTORY

**August 2002**

With a desire to promote patriotism, David White petitioned Commissioner Rick Lanier to place the national motto, *In God We Trust*, on the Davidson County Governmental Center.

**November 26, 2002**

Commissioner Lanier led the Davidson County Commissioners to approve the display of our National Motto.

**December 29, 2002**

The US Motto was publicly displayed on the Davidson County Governmental Center.

**December 30, 2002**

In an effort to promote America's Godly Heritage, David White, Rick Lanier, Todd Clark, and Fred McClure formed the US Motto Action Committee. Shortly thereafter, Pastor Ron Baity was added as Committee Chaplain.

**June 24, 2003**

Two ACLU-funded attorneys sued Davidson County citing the public display of the Motto violated the "separation of church and state."

**August 12, 2003**

Due to the proactive efforts of the USMAC, the Commissioners unanimously decided to fight the lawsuit

**May 2004**

U. S. District Court Judge William Osteen, Sr. dismissed the lawsuit, citing no church/state conflict

**May 13, 2005**

The U. S. Fourth Circuit Court of Appeals affirmed Judge Osteen's opinion.

**November 14, 2005**

The U. S. Supreme Court refused to hear the case. The decision of the Fourth Circuit Court of Appeals became case law.  
Ref: *Lambeth and Lea vs. Davidson County, NC # 04-1753*

The U.S. Motto Action Committee actively encourages local elected officials across NC and our nation to display the National Motto. Our purpose is to promote America's Christian heritage with the hope that hearts would turn back to Him.  
II Chronicles 7:14



Approved on 2/10/2015



Approved on 3/02/2015

"If we ever forget that we are One Nation Under God, then we will be one nation gone under." *Ronald Reagan*



Approved on 3/02/2006



Approved on 12/09/2014

To join our effort to publicly display the U.S. Motto on your city or county building, contact us at (336) 798-7700 or [usmotto02@gmail.com](mailto:usmotto02@gmail.com).

Dear Honorable Elected Officials,

This is an invitation to join the growing list of cities and counties that are "Voting Yes" to proudly and prominently display our national motto, *IN GOD WE TRUST*, in and on their governmental buildings.

My name is Rick Lanier and I am the Co-Founder and Vice Chairman of the *US MOTTO ACTION COMMITTEE*. I served as a County Commissioner of Davidson County in Lexington, NC from 1998 to 2002. In 2002, I led my board of Commissioners to "Vote Yes", to display *IN GOD WE TRUST*, on the exterior our Governmental Center. Soon after that several other surrounding cities and counties joined us in doing the same.

To encourage this we formed the *US MOTTO ACTION COMMITTEE*. Its sole purpose is to promote patriotism by encouraging elected officials to "Vote Yes" to display *IN GOD WE TRUST* in and on their governmental Buildings.

Displaying the Motto gives ceremonial honor to public occasions and expresses confidence in our society. These words have been used on US Currency since 1864. This inspiring slogan is engraved above the entrance of the US Senate Chamber as well as above the Speaker's Seat in the US House of Representatives. On July 30, 1956, during the Dwight D. Eisenhower administration, the U.S. Congress adopted *IN GOD WE TRUST* as the official National Motto of the United States of America. Thus, displaying our Motto is a legal right, protected by the first amendment.

On November 1, 2011 the U.S. House of Representatives voted overwhelmingly, 396 - 9, to reaffirm *IN GOD WE TRUST* as our nation's motto. Congressman Randy Forbes, of Virginia, sponsored the resolution, in part, because some have mistakenly stated that "E Pluribus Unum" is our national motto. Most importantly, the resolution specifically encourages the placement of the motto in and on all government buildings from courthouses to school classrooms. A recent survey shows that 87% of all Americans still support the display of our National Motto.

In times of both war and peace, these words have been a profound source of strength and guidance to many generations of Americans.

As a grassroots patriotic movement, the *US MOTTO ACTION COMMITTEE* stands on solid legal ground. Since Davidson County paved the way, not one legal challenge has been raised against any city or county that has "Voted Yes." This effort is legal and there is nothing to challenge!

We are very pleased to announce that we are having an overwhelming success with the counties and cities that are readily voting "Yes" to display *IN GOD WE TRUST*, in or on their Government Building.

Elected officials like you, are showing a commitment to the values that our country was founded upon.

The purpose of this letter is to urge you to place us on your next possible meeting agenda. It would be our pleasure to incur the full cost of this display.

Finally, we welcome you to call or contact us personally with any questions or encouragement we can provide.

Thank you, Rick Lanier

**Please distribute this "Letter of Invitation"  
to your Elected Officials and other appropriate staff members via their in box or e-mail  
Thank You.**

US MOTTO ACTION COMMITTEE  
MISSION STATEMENT

TO DEFEND, PROMOTE,  
AND ASSIST  
IN THE AWARENESS  
AND FURTHERANCE OF OUR  
US MOTTO,  
"IN GOD WE TRUST,"  
ON PUBLIC BUILDINGS,  
STRUCTURES, MONUMENTS,  
THE PRINTED PAGE,  
AND TO ENCOURAGE  
OUR GODLY HERITAGE  
IN VARIOUS OTHER ASPECTS.

USMAC  
PO Box 1351  
Lexington, NC 27293  
E-mail [usmotto02@gmail.com](mailto:usmotto02@gmail.com)

DAVID WHITE- Chairman	336-239-0473	<a href="mailto:davidmwhite7@aol.com">davidmwhite7@aol.com</a>
RICK LANIER- Vice Chairman	336-798-7700	<a href="mailto:7thheaven@windstream.net">7thheaven@windstream.net</a>
FRED MCCLURE- Treasurer	336-249-9269	<a href="mailto:fred@fredmcclure.com">fred@fredmcclure.com</a>
PASTOR RON BAITY- Chaplain	336-785-0529	<a href="mailto:rbaity4520@aol.com">rbaity4520@aol.com</a>
MARK SMITH- Secretary	336-306-6476	<a href="mailto:MSDKSmith@icloud.com">MSDKSmith@icloud.com</a>

THE US MOTTO ACTION COMMITTEE  
Established  
DECEMBER 30, 2002



## MOTTO ALL LOCATIONS APPROVED

	STATE	LOCATION	COUNTY	APPROVAL DATE	INSTALLATION PROGRESS	PATROL DECALS
1	North Carolina	Alamance County	Alamance	4/6/2015	<b>Complete</b>	
2	North Carolina	Alexander County	Alexander	4/13/2015	<b>Complete</b>	32
3	North Carolina	Alleghany County	Alleghany	8/17/2015	<b>Complete</b>	24
4	North Carolina	Ashe County	Ashe	1/20/2015	<b>Complete</b>	
5	North Carolina	Avery County	Avery	7/6/2015	<b>Complete</b>	20
6	North Carolina	Brunswick County	Brunswick	1/13/2015	<b>Complete</b>	
7	North Carolina	Burke County	Burke	3/7/2015	<b>Complete</b>	
8	North Carolina	Caldwell County	Caldwell	6/15/2015	<b>Complete</b>	
9	North Carolina	Caswell County	Caswell	3/16/2015	<b>Complete</b>	
10	North Carolina	Chatham County	Chatham	5/16/2016	Confirm Size/Location	
11	North Carolina	Cherokee County	Cherokee	2/1/2015	<b>Complete</b>	16
12	North Carolina	Clay County	Clay	9/3/2015	<b>Complete</b>	22
13	North Carolina	Cleveland County	Cleveland	2/11/2015	<b>Complete</b>	55
14	North Carolina	Columbus County	Columbus	8/15/2016	Confirm Size/Location	
15	North Carolina	Davidson County	Davidson	11/26/2002	<b>Complete</b>	130
16	North Carolina	Davie County	Davie	8/7/2006	<b>Complete</b>	
17	North Carolina	Gaston County	Gaston	2/10/2015	<b>Complete</b>	
18	North Carolina	Graham County	Graham	8/4/2015	<b>Complete</b>	15
19	North Carolina	Granville County	Granville	8/1/2016	Confirm Size/Location	
20	North Carolina	Harnett County	Harnett	8/1/2016	Confirm Size/Location	
21	North Carolina	Haywood County	Haywood	6/1/1932	<b>Complete</b>	60
22	North Carolina	Henderson County	Henderson	9/16/2015	<b>Phase 1 Complete</b>	100
23	North Carolina	Iredell County	Iredell	4/19/2006	<b>Complete</b>	
24	North Carolina	Lee County	Lee	11/17/2014	<b>Complete</b>	
25	North Carolina	Lincoln County	Lincoln	3/16/2015	<b>Complete</b>	140
26	North Carolina	Macon County	Macon	10/13/2015	<b>Complete</b>	50
27	North Carolina	McDowell County	McDowell	4/13/2015	<b>Complete</b>	35
28	North Carolina	Mitchell County	Mitchell	7/13/2015	<b>Complete</b>	17
29	North Carolina	Moore County	Moore	3/17/2015	<b>Complete</b>	
30	North Carolina	Montgomery County	Montgomery	5/19/2015	Confirm Size/Location	
31	North Carolina	Pender County	Pender	1/5/2015	<b>Complete</b>	
32	North Carolina	Person County	Person	7/18/2016	Confirm Size/Location	
33	North Carolina	Polk County	Polk	7/20/2015	<b>Complete</b>	32
34	North Carolina	Randolph County	Randolph	4/6/2015	<b>Complete</b>	
35	North Carolina	Richmond County	Richmond	8/2/2016	Confirm Size/Location	
36	North Carolina	Robeson County	Robeson	1/21/2015	<b>Complete</b>	
37	North Carolina	Rockingham County	Rockingham	5/4/2015	<b>Complete</b>	
38	North Carolina	Rowan County	Rowan	4/3/2006	<b>Complete</b>	
39	North Carolina	Rutherford County	Rutherford	7/6/2015	<b>Complete</b>	52
40	North Carolina	Scotland County	Scotland	5/2/2016	Confirm Size/Location	50
41	North Carolina	Stanly County	Stanly	2/19/2015	<b>Complete</b>	
42	North Carolina	Stokes County	Stokes	4/13/2015	<b>Complete</b>	48

[illegible]



	STATE	LOCATION	COUNTY	APPROVAL DATE	INSTALLATION PROGRESS	PATROL DECALS
1	North Carolina	Badin Town Hall	Stanly	9/8/2015	<b>Complete</b>	
2	North Carolina	Belville Town Hall	Brunswick	1/26/2015	<b>Complete</b>	
3	North Carolina	Cajah's Mtn Town Hall	Caldwell	4/5/2016	Ready To Order	
4	North Carolina	Casar Town Hall	Cleveland	6/6/2016	<b>Complete</b>	11
5	North Carolina	China Grove Town Hall	Rowan	5/5/2015	<b>Complete</b>	30
6	North Carolina	Crossnore Town Hall	Avery	9/8/2015	<b>Complete</b>	
7	North Carolina	Denton Town Hall	Davidson	2/2/2015	<b>Complete</b>	
8	North Carolina	Dillsboro Town Hall	Gaston	10/12/2015	<b>Complete</b>	
9	North Carolina	Elkin City Hall	Surry	8/10/2015	<b>Complete</b>	
10	North Carolina	Elk Park Town Hall	Avery	8/3/2015	<b>Complete</b>	
11	North Carolina	Granite Falls Town Hall	Caldwell	9/21/2015	<b>Complete</b>	
12	North Carolina	Harmony Town Hall	Iredell	3/2/2015	<b>Complete</b>	
13	North Carolina	Hildebran Town Hall	Burke	8/24/2015	<b>Complete</b>	
14	North Carolina	King City Hall	Stokes	6/6/2016	<b>Complete</b>	46
15	North Carolina	King's Mountain City Hall	Cleveland	4/28/2015	<b>Complete</b>	
16	North Carolina	Lake Lure Town Hall	Rutherford	2/9/2016	<b>Complete</b>	
17	North Carolina	Lattimore Town Hall	Cleveland	3/10/2015	<b>Complete</b>	
18	North Carolina	Madison Town Hall	Rockingham	4/9/2015	Confirm Size/Location	
18	North Carolina	Mayodan Town Hall	Rockingham	5/11/2015	Confirm Size/Location	
20	North Carolina	Midway Town Hall	Davidson	4/6/2015	<b>Complete</b>	
21	North Carolina	Murphy City Hall	Cherokee	4/4/2016	Ordered	
22	North Carolina	Newland Town Hall	Avery	9/1/2015	<b>Complete</b>	2
23	North Carolina	Randleman City Hall	Randolph	1/5/2016	Ordered	
24	North Carolina	Rhodhiss Town Hall	Burke	7/1/2015	<b>Complete</b>	
25	North Carolina	Robbins Town Hall	Moore	3/12/2015	<b>Complete</b>	
26	North Carolina	Shelby City Hall	Cleveland	6/6/2016	Confirm Size/Location	
27	North Carolina	Sawmills Town Hall	Caldwell	2/16/2016	<b>Complete</b>	
28	North Carolina	Stokesdale Town Hall	Guilford	4/14/2016	Ordered	
29	North Carolina	Stoneville Town Hall	Rockingham	4/7/2015	<b>Complete</b>	
30	North Carolina	Thomasville City Hall	Davidson	7/17/2004	<b>Complete</b>	
31	North Carolina	Trinity City Hall	Randolph	2/28/2015	<b>Complete</b>	
32	North Carolina	Troutman City Hall	Iredell	5/14/2015	<b>Complete</b>	
33	North Carolina	Wallace Town Hall	Duplin	1/7/2015	<b>Complete</b>	
34	North Carolina	Wallburg Town Hall	Davidson	12/9/2014	<b>Complete</b>	
35	North Carolina	Walnut Cove Town Hall	Stokes	1/12/2016	<b>Complete</b>	

PUBLISHED

UNITED STATES COURT OF APPEALS  
FOR THE FOURTH CIRCUIT

CHARLES F. LAMBETH, JR.; MICHAEL  
D. LEA,

*Plaintiffs-Appellants,*

v.

THE BOARD OF COMMISSIONERS OF  
DAVIDSON COUNTY, NORTH CAROLINA,  
*Defendant-Appellee.*

No. 04-1753

Appeal from the United States District Court  
for the Middle District of North Carolina, at Durham.  
William L. Osteen, District Judge.  
(CA-03-592)

Argued: February 3, 2005

Decided: May 13, 2005

Before WIDENER and KING, Circuit Judges, and  
Henry F. FLOYD, United States District Judge for the  
District of South Carolina, sitting by designation.

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Affirmed by published opinion. Judge King wrote the opinion, in  
which Judge Widener and Judge Floyd joined.

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COUNSEL

**ARGUED:** George Daly, Charlotte, North Carolina, for Appellants.  
James Redfern Morgan, Jr., WOMBLE, CARLYLE, SANDRIDGE &  
RICE, P.L.L.C., Winston-Salem, North Carolina, for Appellee. **ON**

**BRIEF:** John W. Gresham, FERGUSON, STEIN, CHAMBERS, ADKINS, GRESHAM & SUMTER, Charlotte, North Carolina, for Appellants.

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### OPINION

KING, Circuit Judge:

Plaintiffs Charles F. Lambeth, Jr. and Michael D. Lea appeal the district court's dismissal of their complaint in this civil action for failure to state a claim upon which relief can be granted. Fed. R. Civ. P. 12(b)(6). Plaintiffs have alleged, pursuant to 42 U.S.C. § 1983, that the Board of Commissioners of Davidson County, North Carolina (the "Board"), violated the Establishment Clause of the First Amendment when it authorized the phrase "In God We Trust" to be inscribed on the facade of the Davidson County Government Center (the "Government Center"). The district court, upon analyzing the Plaintiffs' allegations, concluded that they failed to assert a violation of the Establishment Clause, as measured by the test prescribed by the Supreme Court in *Lemon v. Kurtzman*, 403 U.S. 602, 612-13 (1971) (the "*Lemon* test"). As explained below, we affirm.

#### I.

Plaintiffs Lambeth and Lea are lawyers who regularly practice in the Government Center, located in the City of Lexington, the county seat of Davidson County, North Carolina. On June 24, 2003, the Plaintiffs filed this civil action against the Board under § 1983, alleging a violation of the Establishment Clause of the First Amendment.<sup>1</sup>

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<sup>1</sup>The Establishment Clause provides, "Congress shall make no law respecting an establishment of religion . . . ." U.S. Const. amend. I. The Supreme Court has advised that this protection is incorporated by the Fourteenth Amendment as a protection against establishment of religion by the states. *See Cantwell v. Connecticut*, 310 U.S. 296, 303 (1940) ("The First Amendment declares that Congress shall make no law respecting an establishment of religion . . . [and] [t]he Fourteenth Amendment has rendered the legislatures of the states as incompetent as Congress to enact such laws.").

They maintain that, around December 31, 2002, the Board unconstitutionally decided to inscribe the national motto, "In God We Trust," on the Government Center (the "display"). According to the Plaintiffs, Board members and the public spoke both in favor of and against the proposed display at the crucial Board meeting, emphasizing the religious nature of the words "In God We Trust," and observing that the display depicted the national motto. The display has since been installed on the front facade of the Government Center in eighteen-inch block letters.

On August 21, 2003, the Board moved to dismiss the Plaintiffs' action pursuant to Rule 12(b)(6) of the Federal Rules of Civil Procedure, for failure to state a claim upon which relief could be granted. Soon thereafter, on September 15, 2003, the Plaintiffs filed their First Amended Complaint (the "Complaint"). On October 2, 2003, the Board filed another Rule 12(b)(6) motion, asserting that the Complaint was legally deficient and incorporating by reference the contentions made in the Board's initial motion to dismiss.

On May 25, 2004, the district court dismissed the Complaint, concluding that it failed to state a claim of a First Amendment violation on which relief could be granted. *Lambeth v. Bd. of Comm'rs*, No. 03-cv-592-WLO (M.D.N.C. May 25, 2004) (the "Memorandum Opinion"). In so ruling, the court determined that the allegations of the Complaint fail, under the *Lemon* test, to demonstrate a violation of the Establishment Clause. Memorandum Opinion at 44. The Plaintiffs have timely appealed, and we possess jurisdiction pursuant to 28 U.S.C. § 1291.

## II.

We review de novo a district court's dismissal of a complaint under Rule 12(b)(6). *Duckworth v. State Admin. Bd. of Election Laws*, 332 F.3d 769, 772 (4th Cir. 2003). Under controlling principles, a district court may dismiss a complaint for failure to state a claim only if it appears beyond doubt that the plaintiff can prove no set of facts that would entitle him to relief. *Conley v. Gibson*, 355 U.S. 41, 45-46 (1957). In assessing a Rule 12(b)(6) issue, we accept as true the factual allegations of the challenged complaint, *see Zinermon v. Burch*, 494 U.S. 113, 118 (1990), and we view those allegations in the light

most favorable to the plaintiff, *Scheuer v. Rhodes*, 416 U.S. 232, 236 (1974). On appeal, our inquiry is limited to whether the "pleadings adequately state a set of facts which, if proven to be true, would entitle [the plaintiff] to judicial relief." *Duckworth*, 332 F.3d at 772.

### III.

#### A.

Under our precedent, the Establishment Clause issue presented here is properly analyzed (as the district court did in making its challenged ruling), under the *Lemon* test enunciated by the Supreme Court. See *Mellen v. Bunting*, 327 F.3d 355, 370 (4th Cir. 2003) (applying *Lemon* test to analysis of Establishment Clause challenge to state university's supper prayer). In *Lemon*, the Court considered a state statute benefitting parochial school teachers, and assessed the constitutionality of the statute by examining whether it satisfied three conditions: first, whether there was a secular purpose behind the statute; second, whether the statute's principal or primary effect was one that neither advanced nor inhibited religion; and third, whether the statute fostered an "excessive government entanglement with religion." 403 U.S. at 612-13. To pass muster under the Establishment Clause, a challenged government action must satisfy each of the *Lemon* test's three criteria. *Mellen*, 327 F.3d at 367. In *County of Allegheny v. American Civil Liberties Union*, the Court elaborated on the *Lemon* test by examining whether the governmental use of an object with religious meaning (there, a crèche) had the effect of "endorsing" religion. 492 U.S. 573, 593-94 (1989). As we recognized in *Mellen*, we have treated *County of Allegheny*'s "endorsement" test as an "enhancement of *Lemon*'s second prong." See *Mellen*, 327 F.3d at 370-71.

In this proceeding, the district court concluded that the Complaint failed to adequately allege that the display contravened any of the *Lemon* test's three prongs. First of all, the court determined, under the first prong, that the Complaint failed to allege an entirely religious purpose behind the Board's installation of the display. Memorandum Opinion at 22-24. Next, the court determined, under the second prong, that the display could not have the primary effect of advancing religion in the eyes of a reasonable, informed observer. *Id.* at 24-37.

Finally, the court concluded that the display of the national motto did not result in an "excessive entanglement" of government with religion, and thus that it did not contravene the third prong. *Id.* at 37-44.

On appeal, the Plaintiffs contend that the district court erred in its application of the *Lemon* test, and that the allegations of the Complaint are sufficient to proceed to discovery. They maintain that the Complaint alleges that the Board's "dominant" purpose in approving the display was religious, which, they contend, is sufficient to allege that the display fails the *Lemon* test's first prong; that the effect of the display is to advance or endorse religion, prohibited by the *Lemon* test's second prong; and that the display results in an excessive entanglement of government with religion, precluded by the *Lemon* test's third prong. Pursuant to *Lemon* and its progeny, we assess de novo the alleged constitutional defects of the display.

1.

We first assess, under prong one of the *Lemon* test, whether the Complaint sufficiently alleges that the Board's adoption of the challenged display lacked a secular intent. As the district court observed, the Complaint alleges that both secular and religious aspects of the display were discussed at the crucial Board meeting. Memorandum Opinion at 22-24. The Complaint alleges that Board members, and members of the public as well, "emphasized" at the Board meeting the religious nature of the phrase "In God We Trust," and that the display was thereafter adopted. Complaint at ¶ 3(u)-(v). The Complaint further alleges that one Board member observed that voting against the installation of the display would be perceived by the public as a vote against God. *Id.* at ¶ 3(y). Finally, the Complaint also alleges that "the fact that these words are also the national motto was mentioned but not emphasized at the meeting at which defendant authorized the display." *Id.* at ¶ 3(w).

Although the Plaintiffs contend that their allegations are sufficient in this regard, we are constrained to disagree. Under applicable Supreme Court precedent, a "legitimate secular purpose" supporting a challenged governmental action will suffice to satisfy the *Lemon* test's first prong. See *Lynch v. Donnelly*, 465 U.S. 668, 681 (1984). And, as we have previously observed, the demonstration of such a

legitimate secular purpose is "a fairly low hurdle." *Brown v. Gilmore*, 258 F.3d 265, 276 (4th Cir. 2001). Indeed, we will deem the first prong of the *Lemon* test to be contravened "only if [the action] is 'entirely motivated by a purpose to advance religion.'" *See Mellen*, 327 F.3d at 372 (quoting *Wallace v. Jaffree*, 472 U.S. 38, 56 (1985)).

A legitimate secular purpose is thus sufficient to pass muster under the first prong of the *Lemon* test, unless the alleged secular purpose is in fact pretextual. *See Santa Fe Ind. Sch. Dist. v. Doe*, 530 U.S. 290, 308-09 (2000); *see also Stone v. Graham*, 449 U.S. 39, 41 (1980) ("The Ten Commandments are undeniably a sacred text in the Jewish and Christian faiths, and no legislative recitation of a supposed secular purpose can blind us to that fact."). In this matter, the Complaint fails to allege that the Board's discussion of the phrase "In God We Trust" as the national motto was a pretext for its religious motivations, and thereby fails to allege that there was no legitimate secular purpose to the Board's approval of the display. As a result, the display's installation, on the basis of allegations of the Complaint, does not contravene the *Lemon* test's first prong.<sup>2</sup>

2.

Turning to the *Lemon* test's second prong, we next assess whether the Complaint alleges that the display's principal or primary effect is to advance or inhibit religion, or whether the display has the effect of "endorsing" religion. In this regard, the Plaintiffs contend that the district court erred in concluding that the Complaint's allegations of the religious meaning and effect of the display fail to contravene the *Lemon* test's second prong. Again, we disagree.

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<sup>2</sup>The Plaintiffs contend that they are required to demonstrate an "entirely religious" purpose for the display only after discovery has been completed, rather than in their Complaint at the pleading stage. However, a complaint must contain a short and plain statement showing an entitlement to relief. Fed. R. Civ. P. 8(a). While the sufficiency of the Complaint's allegations presents a close question, the Plaintiffs have conceded in the Complaint that there was some secular purpose in the display, without alleging that the purported secular purpose was pretextual. The Plaintiffs have therefore failed to establish a dispute over the display's purpose that would justify discovery.

a.

We have heretofore characterized the phrase, "In God We Trust," when used as the national motto on coins and currency, as a "patriotic and ceremonial motto" with "no theological or ritualistic impact." *Carolina Civil Liberties Union Legal Found. v. Constangy*, 947 F.2d 1145, 1151 (4th Cir. 1991). The use of the challenged phrase as the national motto is long-standing, and it has been used extensively over the years by the federal government. By way of example, Congress first authorized the National Mint to include "In God We Trust" on coins in 1865, and made its inclusion mandatory on gold and silver coins in 1908. Its use was extended to the national currency in 1955. Importantly, Congress made "In God We Trust" the national motto in 1956, and the motto is inscribed above the Speaker's Chair in the House of Representatives, and also above the main door of the Senate Chamber.

The Supreme Court has strongly indicated on several occasions, albeit in dicta, that governmental use of the motto "In God We Trust," does not, at least in certain contexts, contravene the mandate of the Establishment Clause. See *County of Allegheny*, 492 U.S. at 602-03 ("[O]ur previous opinions have considered in dicta the ['In God We Trust'] motto . . . , characterizing [it] as consistent with the proposition that government may not communicate an endorsement of religious belief."); *Lynch*, 465 U.S. at 693 (O'Connor, J., concurring) ("[G]overnment's display of the crèche in this particular physical setting [is] no more an endorsement of religion than such governmental 'acknowledgments' of religion as . . . [the] printing of 'In God We Trust' on coins . . . ."). Such observations by the Court, interpreting the First Amendment and clarifying the application of its Establishment Clause jurisprudence, constitute the sort of dicta that has considerable persuasive value in the inferior courts. See *Garris v. Norfolk Shipbldg. & Drydock Corp.*, 210 F.3d 209, 227 (4th Cir. 2000) (Hall, J., concurring) (observing that Court's interpretation of its own opinion is persuasive).

As the Plaintiffs properly recognize, however, the County's installation of the national motto on the facade of the Government Center constitutes a governmental action which goes beyond the traditional uses of the phrase, as discussed in the Court's dicta and by our prece-



dent, which have been limited to the phrase's appearance on coins and currency, and as the national motto. Plaintiffs urge that, no matter how the challenged phrase is viewed in its use on coins, currency, and in other long-standing contexts, such uses are inapposite to the Board's display here — only recently installed on the Government Center. As a result, the Plaintiffs urge us to view the Board's use of the phrase on a blank slate. And, they contend, when viewed in that light, an objective observer would understand the Board's display of this "religious creed" as an unconstitutional endorsement of religion.

Plaintiffs' contention on this point, however, slightly mischaracterizes the analysis required under the *Lemon* test's second prong. It suggests that anything not wholly secular contravenes the Establishment Clause, unless it has been specifically "grandfathered" by longstanding use. The proper analysis is the converse: whether a particular display, with religious content, would cause a reasonable observer to fairly understand it in its particular setting as impermissibly advancing or endorsing religion. *See County of Allegheny*, 492 U.S. at 598-00. As the Supreme Court observed in *Lynch*, to "[f]ocus exclusively on the religious component of any activity would inevitably lead to its invalidation under the Establishment Clause." 465 U.S. at 680. Instead, the Court has consistently concluded that displays with religious content — but also with a legitimate secular use — may be permissible under the Establishment Clause. *See, e.g., County of Allegheny*, 492 U.S. at 579 (concluding that display of menorah did not violate Establishment Clause).

In this situation, the reasonable observer must be deemed aware of the patriotic uses, both historical and present, of the phrase "In God We Trust." *See Good News Club v. Milford Cent. Sch.*, 533 U.S. 98, 119 (2001) ("[T]he reasonable observer in the endorsement inquiry must be deemed aware of the history and context of the community and forum in which the religious [speech takes place]'" (quoting *Capitol Square Review and Advisory Bd. v. Pipette*, 515 U.S. 753, 779-80 (1995) (O'Connor, J., concurring))). As a result, we are obliged to assess the Board's use of the national motto on the facade of the Government Center in its full context — as a statement with religious content, and as one with legitimate secular associations born of its consistent use on coins and currency, and as the national motto. The question under the *Lemon* test's second prong is whether, taking

these associations into account, the display's principal or primary effect is to advance or inhibit religion; or, put differently, whether an informed, reasonable observer would view the display as an endorsement of religion. We now turn to an assessment of that question.

b.

The Plaintiffs maintain that, in making this analysis under the *Lemon* test's second prong, we must consider the reasonable observer to be aware of the religious comments made in favor of the display at the Board meeting where it was authorized. However, as the district court determined, the allegations of the Complaint on the Board's intent are inapplicable to the *Lemon* test's second prong. The first and second prongs of the *Lemon* test are intended to assess different aspects of a challenged government action. Prong one of the *Lemon* test looks at the purpose behind such an action, and allows the action to stand if it is not "entirely motivated by religion." *Mellen*, 327 F.3d at 372. Prong two, by contrast, assesses the effect of the action, *Lemon*, 403 U.S. at 612-13, and inquires "whether, irrespective of government's actual purpose, the practice under review in fact conveys a message of endorsement or disapproval [of religion]," *Mellen*, 327 F.3d at 373 (quoting *Wallace*, 472 U.S. at 56 n. 42). Prong two thus looks to the effect of the display itself, not to the display's origin. See *Constangy*, 947 F.2d at 1151 (explaining that, under the *Lemon* test's second prong, "intent is irrelevant").

With these principles in mind, we are constrained to conclude, under the *Lemon* test's second prong, that the installation of the national motto "In God We Trust" on the Government Center would not cause a reasonable observer to fairly understand the purpose of the message "in its particular physical setting" to impermissibly advance or endorse religion. *County of Allegheny*, 492 U.S. at 598-00; see also *Good News Club*, 533 U.S. at 119 (emphasizing that Establishment Clause does not create a "heckler's veto"). The Complaint alleges no circumstances — such as an inappropriate context or character — to negate the legitimate secular connotations arising from the long-standing patriotic uses in this country of the phrase "In God We Trust." A reasonable observer contemplating the inscription of the phrase on the Government Center would recognize it as recently installed, but also as incorporating familiar words — a phrase with

religious overtones, to be sure, but also one long-used, with all its accompanying secular and patriotic connotations as our national motto and currency inscription. In this setting, we thus conclude that the Board's use of the national motto in the challenged display does not contravene the *Lemon* test's second prong.

3.

Finally, we are obliged to assess, under the *Lemon* test's final prong, whether the Complaint sufficiently alleged that the challenged display has created an "excessive entanglement" between government and religion. In this regard, Plaintiffs contend that the district court erroneously declined to consider their allegations of "political divisiveness," which they deem to be pertinent to the issue of "excessive entanglement."

The type of "divisive political potential" which the Supreme Court has identified as a concern under the Establishment Clause is "political division along religious lines." *Lemon*, 403 U.S. at 622. And, as we recognized in *Ehlers-Renzi v. Connelly School of the Holy Child, Inc.*, the Court has confined its "political divisiveness" rubric to "'cases where direct financial subsidies are paid to parochial schools or to teachers in parochial schools.'" 224 F.3d 283, 292 (4th Cir. 2000) (quoting *Mueller v. Allen*, 463 U.S. 388, 403-04 n. 11 (1983)). The Court's "political divisiveness" rubric is thus inapplicable to the circumstances of this case.

Moreover, there are no other apparent grounds, either alleged in or arising from the Complaint, on which to find an "excessive entanglement" between government and religion in this case that would contravene the *Lemon* test's third prong. The kind of excessive entanglement of government and religion precluded by *Lemon* is characterized by "comprehensive, discriminating, and continuing state surveillance" of religious exercise, *see Lemon*, 403 U.S. at 619, which is simply not present here. The display on the Government Center does not require pervasive monitoring or other maintenance by public authorities. *See Mueller*, 463 U.S. at 403 (explaining that such comprehensive surveillance is "necessary [for a challenged action] to run afoul of" *Lemon*'s third prong); *see also Agostini v. Felton*, 521 U.S. 203, 233-34 (1997) (concluding that program of sending public

school teachers into parochial schools to provide remedial education to disadvantaged children did not result in excessive entanglement). Nor does the display require any other sort of continued and repeated government involvement with religion. *See Mellen*, 327 F.3d at 375 (determining that public university's supper prayer violated *Lemon*'s third prong because school officials "composed, mandated, and monitored a daily prayer"). As a result of the foregoing, we must also conclude that the display does not contravene the *Lemon* test's third prong.

B.

In sum, even accepting the allegations of the Complaint as true, the display does not contravene any of the three prongs of the *Lemon* test. The Complaint fails to sufficiently allege that the display had no legitimate secular purpose; that it has the effect of advancing or endorsing religion; or that it results in an excessive entanglement of government and religion. As a result, we agree with the comprehensive analysis made by the district court with regard to this dispute, *see* Memorandum Opinion at 18-44, and conclude that the Complaint fails to state a claim for relief under the Establishment Clause upon which relief can be granted.

IV.

Pursuant to the foregoing, we affirm the judgment of the district court.

*AFFIRMED*

**RESOLUTION BY THE COUNCIL OF THE CITY OF \_\_\_\_\_, IN \_\_\_\_\_ COUNTY,  
STATE OF NORTH CAROLINA,  
SUPPORTING THE DISPLAY OF THE NATIONAL MOTTO  
“IN GOD WE TRUST” IN A PROMINENT LOCATION AT  
\_\_\_\_\_, \_\_\_\_\_, NORTH CAROLINA**

**WHEREAS**, “In God We Trust” became the United States national motto on July 30, 1956, shortly after our nation led the world through the trauma of World War II and

**WHEREAS**, the words have been used on U.S. currency since 1864; and

**WHEREAS**, the same inspiring slogan is engraved above the entrance to the Senate Chamber as well as above the Speaker’s dais in the House of Representatives; and

**WHEREAS**, in both war and peace, these words have been a profound source of strength and guidance to many generations of Americans; and

**WHEREAS**, the City desires to display this patriotic motto in a way to solemnize public occasions and express confidence in our society.

**NOW, THEREFORE, BE IT RESOLVED** the City Council of \_\_\_\_\_ does hereby resolve as follows:

**Section 1.** That the City Council of the City of \_\_\_\_\_, North Carolina, does hereby determine that the historic and patriotic words of our national motto, “In God We Trust” shall be permanently and prominently displayed on \_\_\_\_\_ at \_\_\_\_\_, \_\_\_\_\_, North Carolina, and to remain there in perpetuity.

**Section 2.** The City Clerk shall certify to the passage and adoption of this resolution and enter it into the book of resolutions.

**PASSED, APPROVED AND ADOPTED** at a regular meeting of the City Council of the city of \_\_\_\_\_, North Carolina, held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

*Add names and signatures of Mayor and Council Members.*

**Town of Montreat  
Board of Commissioners  
Town Council Public Forum  
August 4, 2016  
Walkup Building**

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Board members present: Mayor Tim Helms  
Mayor Pro Tem Kitty Fouche  
Commissioner Kent Otto  
Commissioner Mary Standaert  
Commissioner Ann Vinson

Board members absent: Commissioner Bill Gilliland

Town staff present: Al Richardson, Interim Town Administrator  
Steve Freeman, Public Works Director  
Barry Creasman, Senior Water Operator  
Angie Murphy, Town Clerk  
Steve Stackhouse, Finance Officer

**Call to Order**

Approximately 12 people were in attendance. Mayor Helms called the meeting to order at 6:30 p.m. and led the group in a moment of silence.

**Agenda Approval**

Commissioner Vinson moved to adopt the agenda as presented. Commissioner Otto seconded and the agenda was approved 4/0.

**Public Forum**

Ms. Ginny Porter of 388 Appalachian Way, expressed her appreciation for the recent paving on Appalachian Way. She thanked the Public Works Crews for all of their hard work putting the finishing touches on the curbs and edges of the road. Ms. Porter mentioned a semi truck had blocked Lookout Road and Community Circle last week and it would be nice to have a bridge on Texas Road for an alternative exit out of Montreat.

Mr. Wade Burns of 232 North Carolina Terrace, expressed his appreciation for the hard-working Public Works Crews. Mr. Burns articulated his thanks to the Board for the continued openness and welcoming attitude of the Public Forum comment period.

**Adjournment**

There being no further discussion, Commissioner Vinson moved to adjourn the Public Forum Meeting. Mayor Pro Tem Fouche seconded and the motion carried 4/0. The meeting was

**Montreat Board of Commissioners  
Public Forum Minutes  
August 4, 2016**

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adjourned at 6:35 p.m.

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Tim Helms, Mayor

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Angie Murphy, Town Clerk

**Town of Montreat  
Board of Commissioners  
Town Council Agenda Meeting  
August 4, 2016  
Walkup Building**

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Board members present: Mayor Tim Helms  
Mayor Pro Tem Kitty Fouche  
Commissioner Kent Otto  
Commissioner Mary Standaert  
Commissioner Ann Vinson

Board members absent: Commissioner Bill Gilliland

Town staff present: Al Richardson, Interim Town Administrator  
Angie Murphy, Town Clerk  
Steve Stackhouse, Finance Officer  
Barry Creasman, Senior Water Operator  
Steve Freeman, Public Works Director

Approximately 25 members of the public were also present. Mayor Helms called the meeting to order at 7:00 p.m., and led the group in reciting the Pledge of Allegiance and a moment of silence.

**Agenda Approval**

Mayor Helms advised the Board that Montreat College had asked to deliver a presentation at next week's meeting regarding signage, pole banner requests and consideration for special parking. There was a brief discussion about whether it would simply be a presentation or would Council Action be required. Commissioner Standaert stressed that while she was open to hearing the presentation she felt that the Rules of Procedure should be followed a little more closely. Montreat College should have submitted their request to the Town Clerk on the Friday before this evening's meeting if they were expecting immediate action to be taken. Mayor Pro Tem Fouche wanted to have an option to vote on an action if necessary. Mayor Helms stated that he wanted to hear the presentation first with possibility of discussion and action if deemed necessary. Mayor Pro Tem Fouche moved to add the presentation to the agenda. Commissioner Vinson seconded and the motion passed 4/0. Commissioner Vinson moved to adopt the agenda as amended. Commissioner Otto seconded and the motion to approve the Agenda as amended carried 4/0.

**Mayor's Communications**

Mayor Helms stated that he had no further communications.

**Consent Agenda Review**

The proposed Consent Agenda will include the following items:



**Montreat Board of Commissioners  
Town Council Agenda Meeting Minutes  
August 4, 2016**

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- July 7, 2016, Special Meeting, Interim Town Administrator Interview
- July 7, 2016, Public Forum
- July 7, 2016, Town Council Agenda Meeting
- July 14, 2016 Town Council Meeting
- July 28, 2016, Special Workshop, Qualifications/Requirements for Town Administrator Position & Employee Health insurance Discussion
- Adopt Corporate Authorization Resolutions #16-08-0001 through #16-08-0009 amending the Town of Montreat's list of authorized signers with Asheville Savings Bank and designating Al Richardson, Angela Murphy, Kent Otto and Tim Helms as authorized signers for the Town's accounts at Asheville Savings Bank.
- Adopt Corporate Authorization Resolutions amending the Town of Montreat's list of authorized signers with BB&T and designating Al Richardson, Angela Murphy, Kent Otto and Tim Helms as authorized signers for the Town's accounts at BB&T.

**Town Administrator's Communications**

- Mr. Richardson advised the Board that 4 resumes had been received at this time for the Town Administrator position

**Administrative Reports**

The Board will hear administrative reports from the Police Chief, Public Works Director, Finance Officer and Building Inspector/Code Administrator during next week's Town Council meeting.

**Public Comment – Agenda Items**

Mayor Helms reiterated that this Public Comment period was intended for remarks pertaining to items listed on the meeting agenda, including staff reports and communications.

There were no comments from the public at this time.

**Old Business**

- A. Texas Road Bridge Discussion: Commissioner Standaert felt there were some inconsistencies between the letter from DeWayne Sikes of KCI Associates of NC dated August 2, 2016 and an email from Ray Lotfi of North Carolina Department of Transportation dated August 3, 2016 with regards to availability of federal monies if a different bridge location is selected. Mr. Richardson advised that he would gather more information and report back to Council next week.

**New Business**

- A. Proposed Revisions to Town of Montreat Official Zoning Map: The Board will be asked to call for a Public Hearing on September 8, 2016 at 7:00 p.m. or as soon thereafter as possible to discuss proposed revisions to Town of Montreat Official Zoning Map.
- B. Town Hall Committee: Commissioner Standaert feels that all meetings of the newly formed Town Hall Committee should be held as Special Meetings of the Town Council, so that all members of the Town Council can attend without any question of violating the State of North Carolina Open Meetings Law. Commissioner Standaert stated that there were issues during the Montreat Bridge Committee and she was advised by the Town Attorney and Town Administrator not to attend because it would constitute an official meeting. Mayor Helms advised that all Commissioners could be in attendance as long as they sit separately from each other, do not participate in the meeting or discuss the meeting afterwards. Commissioner Standaert feels that in order to do that she would need something in writing from the Town Attorney.
- C. Discussion of Rule 4 of the Town of Montreat Rules of Procedure as it pertains to the role of the Agenda Meeting: Commissioner Standaert feels that the Board has drifted away from the previously established Rules of Procedure and she feels that too many motions are being made on the floor without previously being discussed at the Agenda Meeting.
- D. Blue Cross Blue Shield Insurance Discussion: Mayor Helms advised that when the Board switched from Blue Cross Blue Shield to United Health Care on July 1<sup>st</sup> it was with the understanding that employees would not be negatively affected with co-pays or prescription coverage. Since the change employees have been denied much needed medications and in some cases co-pays have tripled. Mayor Helms stated that even though switching to United Health Care brought significant savings to the Town it was not worth the employees taking the brunt of the financial hardship.
- E. Charter Spectrum Internet/Cable/Telephone Bundle Discussion: Interim Town Administrator Al Richardson will present to the Board the cost savings of switching to Charter Spectrum Business Bundle and the positive impact it will have on the quality of work in the Town Services Building. Currently the Town utilizes AT&T and the internet/server service goes out multiple times a day. Electronic Office who services the Town computers highly recommends switching to Charter due to the lack of connectivity with AT&T. This bundle will save the Town a significant amount of money while adding more services such as Cable TV Service which is needed by both the Public Works Department and Police Department.

**Public Comment-Other Topics**

Mayor Helms reiterated that this Public Comment period was intended for remarks pertaining to public business items not listed on the meeting agenda, including any reports or communications from other community entities.

There were no comments from the public at this time.

**Commissioner Communications**

There were no Commissioner Communications at this time.

**Upcoming Meeting Dates**

Mayor Helms reviewed the following list of upcoming meeting dates and deadlines next week.

<u>August Town Council Meeting:</u>	August 11, 2016, 7:00 p.m. Walkup Building
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<u>Montreat Tree Board:</u>	August 23, 2016, 10:00 a.m. Town Services Building
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<u>September Agenda Meeting:</u>	September 1, 2016, 7:00 p.m. Walkup Building Public Forum begins at 6:30 p.m.
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<u>Montreat Landcare:</u>	September 7, 2016, 9:00 a.m. Allen Building Swannanoa Room
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<u>September Town Council Meeting:</u>	September 8, 2016, 7:00 p.m. Walkup Building
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**Adjournment**

There being no further business, Commissioner Vinson moved to adjourn the Agenda Meeting. Commissioner Otto seconded and the motion carried 4/0. The meeting was adjourned at 7:28 p.m.

**Montreat Board of Commissioners  
Town Council Agenda Meeting Minutes  
August 4, 2016**

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Tim Helms, Mayor

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Angie Murphy, Town Clerk

**Town of Montreat  
Board of Commissioners  
Town Council Meeting  
August 11, 2016  
Walkup Building**

---

Board members present: Mayor Tim Helms  
Mayor Pro Tem Kitty Fouche  
Commissioner Kent Otto  
Commissioner Mary Standaert

Board members absent: Commissioner Bill Gilliland  
Commissioner Ann Vinson

Town staff present: Al Richardson, Interim Town Administrator  
Stefan Stackhouse, Finance Officer & Deputy Town Clerk  
Steve Freeman, Public Works Director  
Barry Creasman, Senior Water Operator  
David Arrant, Master Police Officer  
Angie Murphy, Town Clerk  
David Currie, Code Administrator/Building Inspector

Approximately 35 members of the public were also present. Mayor Helms called the meeting to order at 7:00 p.m., led the group in reciting the Pledge of Allegiance, and held a moment of silence. Mayor Helms advised that a quorum was present and the meeting would move forward as planned.

**Agenda Approval**

Commissioner Standaert moved to adopt the agenda. Commissioner Otto seconded and the motion carried 3/0.

**Mayor's Communications**

Mayor Helms announced the members of the Town Hall Committee whom he appointed at the request of a motion from Mayor Pro Tem Fouche at the July Town Council Meeting. The members are as follows: Chairman Brinkley Melvin, Bill Scheu, Mayor Pro Tem Kitty Fouche, Jane Holt, Gordon Neville and Mike Collie.

**Presentation to Council: Montreat College Campus Signage Proposal**

Annie Carlson, Executive Director of Marketing & Communications and Kristin Janes, Vice President for Enrollment Management of Montreat College presented a Campus Signage Proposal to the Board in the hopes of promoting awareness, school spirit, property distinction and competitiveness. Montreat College continues to show growing enrollment and an increase of campus visitors. There is some ambiguity about the "entrance" to campus, the boundaries of campus, and where guests should go. Montreat College Staff would like to work with the Town of

Montreat to find a solution to help visitors have a better experience.

The College has two signage requests: Admission/Guest parking on Gaither Circle and Light Pole Banners. Admissions saw a 40% increase in campus visitors during the 2015-2016 school year and is expected to continue to increase in 2016-2017. There is a need for easily accessible parking spots for prospective students and their families. Montreat College Staff feels like two signs are needed on Gaither Circle: install one in road in front of flower bed and replace existing "No Parking" sign with campus parking sign. They would also like a second "No Parking Sign" removed. Currently the Town of Montreat Sign Ordinance does not allow signs in the right-of-way. If the requested parking signs are in right-of-way, Montreat College Staff requests that the Town make an exception so they can proceed with sign installation.

Montreat College Staff would like to have approval to install 30 Light Pole Banners on the Montreat College campus including some areas of town right-of-way. These banners are intended to build visitor awareness of Montreat College visually; instill pride in students, employees and alumni; give adequate campus property distinction from the rest of the town; and bring the Montreat College campus experience in line with other college campuses, making the college more appealing to prospective students and parents.

Commissioner Standaert would like to see this topic placed on the September agenda meeting to allow Town Staff to review ordinances and Wayfinding Advisory Committee documents. Commissioner Otto asked what kind of time frame the College was anticipating to implement these changes. Ms. Janes stated that they hoped to get the parking addressed prior to the onset of students arriving to campus to set a precedent that the parking spots are reserved for guests and admissions. Ms. Carlson advised that with the light pole banners there was not the same kind of urgency as with the parking but the sooner the better would be ideal. Commissioner Standaert felt that the parking situation could be handled administratively and would not need action from Council. Mayor Helms asked Mr. Currie and Mr. Freeman to meet with the College and discuss the parking situation further. After much discussion it was decided that the light pole banners would be added to the September agenda.

### **Consent Agenda Review**

With the adoption of the Consent Agenda, the Board approved the following items:

- July 7, 2016, Special Meeting Minutes, Interim Town Administrator Interview as Amended
- July 7, 2016, Public Forum Minutes
- July 7, 2016, Town Council Agenda Meeting Minutes
- July 14, 2016, Town Council Meeting Minutes
- July 28, 2016, Special Workshop, Qualifications/Requirements for Town Administrator Position & Employee Health Insurance Discussion Minutes
- Adopted Corporate Authorization Resolutions #16-08-0001 through #16-08-0009 amending the Town of Montreat's list of authorized signers with Asheville Savings Bank and

designating Al Richardson, Angela Murphy, Kent Otto and Tim Helms as authorized signers for the Town's accounts at Asheville Savings Bank.

- Adopted Corporate Authorization Resolutions amending the Town of Montreat's list of authorized signers with BB&T and designating Al Richardson, Angela Murphy, Kent Otto and Tim Helms as authorized signers for the Town's accounts at BB&T.

### **Town Administrator's Communications**

- Interim Town Administrator Al Richardson acknowledged that the Town Clerk did a great job distributing the ads for the Town Administrator position to the applicable print and online sources and as of today there are 11 resumes and applications in hand.
- Mr. Richardson thanked the staff and the residents of Montreat for welcoming him with open arms.
- In response to a question from Commissioner Standaert at a previous meeting, Mr. Richardson reported that the Montreat Police Department was working in conjunction with the Black Mountain Police Department, Black Mountain Fire Department and Montreat Conference Center to coordinate the Lookout Brewery to Lookout Trail to Lookout Brewery race which will take place on October 15.
- Mr. Richardson briefly touched on the amount of money it will take to reopen the planning document for the Texas Road Bridge Project. Mr. Richardson stated that in a conference call in May Mr. John Williams of the NC Department of Transportation had advised that he would open the planning documents free of charge and assist with the applicable chosen option.
- In response to a question from Commissioner Standaert about inconsistencies between correspondence from DeWayne Sykes of KCI and Ray Lotfi of NCDOT, Mr. Richardson stated that Mr. Sykes did not talk about the 80% - 20% matching funds whereas Mr. Lotfi did discuss this topic. Mr. Richardson stated that we will not know how much money is needed to payback until a decision is made on the Texas Road Bridge Project.

### **Administrative Reports**

Police: Officer Arrant reviewed and presented the July 2016 monthly departmental activity report. He stated that July was a very busy month for visitors to Montreat due to the warm temperatures and increase in population. Officer Arrant reported two different bat calls that were taken care of during the month. If a bat is found in a residence and is still active, please contact Terminex or any other pest control carrier. They are licensed to handle live bats whereas Montreat Police Department can only remove the bat if it is already deceased. Bats are the number one carrier of rabies and their bites are virtually undetectable. If medical officials are unable to ascertain whether a bat bite has occurred subjects will have to undergo the painful and often expensive process of rabies shots. Officer Arrant reminded everyone that seat belts for children do apply within the Montreat Gates. On behalf of Chief Staggs, Officer Arrant thanked everyone in the community for their kind words, support and encouragement during this time of unrest in law enforcement in other parts of our nation. Chief Staggs will be including a new section in his

monthly reports entitled “Chief Concerns” where he will be highlighting specific issues that have occurred in Town or giving helpful tips and advice. Commissioner Standaert reiterated appreciation on behalf of the Board to the Montreat Police Department.

Public Works Director:

- Public Works Crews continue to finalize the curbing, side-dress and drainage on Appalachian Way.
- There were several large felled trees as a result of rain and windstorms that were cleared from the roadways.
- Mr. Freeman briefly reviewed the results from McGill Associates with regards to the Oklahoma Road Extension. This concept plan and estimate are divided into five phases within the proposed development, as well as improvements to Oklahoma Road to capture the costs for paving and extending utilities to the subject properties. Due to the steepness in topography and the current location of right-of-way routes, earthwork and retaining wall costs are a major component in each of the phases. Based on the stream information provided in Buncombe County’s GIS, numerous stream crossings in excess of 300 linear feet are necessary to serve the lots. Commissioner Standaert would like to revisit this report once a new Town Administrator is in place.

Finance Officer: Mr. Stackhouse presented and reviewed the following monthly reports:

- June 2016 Financial Summary Report;
- Final June 2016 Detailed Financial Statement;
- Preliminary July 2016 Detailed Financial Statement;
- July 31, 2016 Cash and Investment Earnings Report;
- Voluntary Reconciliation Fund: \$2,800

Building Inspector/Code Administrator: Mr. Currie presented and reviewed his July 2016 zoning and inspections activity report. The Planning and Zoning Commission met and reviewed the new Zoning Map which will be before the Board this evening to call for a Public Hearing. The Board of Adjustment did not meet last month.

**Public Comments**

Mayor Helms reiterated that this Public Comment period was intended for remarks pertaining to items listed on the meeting agenda, including staff reports and communications.

Ms. Jane Holt of 229 North Carolina Terrace, stated that she hopes the Oklahoma Road Extension Project will not lead to wide roadways. Ms. Holt would like to see these roads kept in alignment with the other roads in Town.

Mrs. Martha Campbell of 149 Maryland Place, wanted to commend the prompt attention the



Board gave to the employee health insurance situation. Mrs. Campbell would like to see Council reimburse employees for the difference in the deductible versus what they actually paid for the medication or doctors visit. Mrs. Campbell stated that the Town needs to take care of the employees. She is also researching the possibility of an employee appreciation fund which was brought up to Council several years ago. This type of fund would have alleviated some of the stress the employees had to endure because of unanticipated medical costs.

Mr. Don Reid of 127 Shenandoah Terrace, felt that Montreat College has a geographic identity crisis, in that it is hard to tell where the College begins and ends. Mr. Reid stated that proper signage is needed for visitors as well as prospective students to find their way around the campus. Mr. Reid has also read the Sign Ordinance and finds it to be rather cumbersome. It is his belief that the Town should encourage signs because they add character and beauty. Mr. Reid hoped that Council would look favorable on the changes that Montreat College has requested this evening.

### **Old Business**

- A. Texas Road Bridge Discussion:** Commissioner Otto stated that the Montreat Bridge Committee presented the Board with 11 recommendations of which they could choose to move forward with any or none of the recommendations. Commissioner Otto also stated that conversations with KCI Engineering have not yielded enough information to make it fiscally responsible to see if lowering the height of the bridge would even be an option. Commissioner Otto feels that the Town is sitting with \$250,000 in an indeterminate status with the possibility of an additional \$35,000 to \$40,000 to be spent. This money is extremely important to the Town of Montreat. Recent conversations with Ray Lotfi of the NCDOT have indicated that there may not be costs associated with reopening the planning documents and if the no-build at the Texas Road location is chosen there is a possibility of recouping the \$250,000 in planning funds. Commissioner Otto feels that for the health of the community it is time to move on to a location and bridge type that will better suit the Town of Montreat. Commissioner Standaert stated that as long as the Texas Road Bridge Project is suspended indefinitely the Town is in jeopardy of losing the \$250,000. Commissioner Standaert presented an extensive outline of the options involved in the Texas Road Bridge Project as previously outlined by KCI Engineering and the NCDOT. Commissioner Standaert surmised that if the Texas Road Bridge is simply postponed indefinitely as the current motion language states then the Town of Montreat is liable for expenditures to date to the FHWA and the NCDOT in amounts of an estimated \$300,000. Commissioner Standaert also stated that she believes the decision process should be more of a step-by-step process rather than starting in the middle. Commissioner Otto reiterated that it is very important that the Town of Montreat does everything possible to preserve the monies spent thus far on the project. He also stated that the majority of people in Montreat have spoken and they do not desire a bridge as designed at the current location. Commissioner Otto stated that as a Board it is imperative to move forward rather promptly to finalize the necessary documents pertaining to Texas Road and move on to other options.

Mayor Pro Tem Fouche agreed that the will of the people was to not build a bridge at the current location on Texas Road and she does not feel they should take the monetary risk to open the documents to see if the bridge could be lowered in height. Interim Town Administrator Al Richardson advised that it was important to decide whether the Town wants a bridge at the present location as designed or with the CLOMR which could allow some reduction in height. Mr. Richardson stated that at the last meeting he was directed by the Board to reopen the planning documents but he felt that he did not have enough information to complete the task. Mr. Richardson stated that if the planning documents were opened and handled in an appropriate manner some of the monies could be waived. [Mayor Pro Tem Fouche stated that we are not going to build a vehicular bridge on Texas Road so I will make that motion.](#) Commissioner Otto seconded. Commissioner Standaert called point of order in that this motion went against Rule 4 in the Rules of Procedures which states the Board shall hold an Agenda Meeting on the Thursday before the regular monthly meeting to ask questions and thoroughly explore the proposals that must be voted on at the regular meeting. Additions to the regular monthly meeting agenda shall not be allowed unless an unexpected and pressing matter arises. This restriction avoids surprise and is consistent with the spirit of the Open Meetings Law. Commissioner Standaert felt that this motion should be added to the September agenda for consideration to allow the public time to investigate or comment at the Public Forum or Public Comment period. Mayor Helms noted the objection and called for a vote. The motion carried 2/1 with Commissioner Standaert voting against the motion.

### **New Business**

- A. Proposed Revisions to Town of Montreat Official Zoning Map: Mr. Currie presented an image to the Board of the current Town of Montreat Official Zoning Map from 1993 which was tattered and torn and contained a lot of handwritten changes and erasures. Mr. Currie, with the assistance of GIS technology, has updated the Zoning Map to include all the adopted changes from the original Zoning Map, which dated back to 1984, and compiled a user-friendly map that will be helpful for the community as well as staff. This map, once approved, will be posted on the Town of Montreat website for accessibility. The proposed updates went before the Planning & Zoning Committee who approved the changes and can assure that all changes have been captured. Mayor Pro Tem Fouche moved to call for a Public Hearing on September 8, 2016 at 7:00 p.m. or as soon thereafter as possible to discuss proposed revisions to Town of Montreat Official Zoning Map. Commissioner Otto seconded. Commissioner Standaert read a letter from Former Mayor Taylor which questioned why the conservation districts were not represented on this map. Mr. Currie advised that this map was strictly for zoning purposes and the conservation district does not involve zoning. The motion carried 3/0.
- B. Town Hall Committee: Commissioner Standaert moved that all meetings of the Town Hall Committee, to be appointed by Mayor Helms, will be held as Special Meetings of the Town Council, so that all members of the Town Council can attend without any question of violating the State of North Carolina Open Meetings Law. Hearing no second this motion did not carry.

- C. Discussion of Rule 4 of the Town of Montreat Rules of Procedure as it pertains to the role of the Agenda Meeting: Commissioner Standaert stated that over the past year there has been a substantial shift in the way the meetings have been conducted. Commissioner Standaert felt that these rules need to be followed more closely as they were written. Commissioner Otto appreciated Commissioner Standaert's reiteration of Rule 4 but he felt that the Texas Road Bridge discussion was a pressing matter that needed to be discussed and it was justified for discussion this evening. Commissioner Standaert outlined several items such as Commissioner Otto's March motion to suspend indefinitely all action on the Texas Road Bridge; other examples, were the appointments of the Texas Road Bridge Committee and the Town Hall Committee, which she felt were not appropriately handled nor were they pressing matters, which had been added to the meetings without first being placed on the agenda.
- D. Blue Cross Blue Shield Insurance Discussion: Interim Town Administrator Al Richardson stated that since the shift from Blue Cross Blue Shield to United Health Care two employees had medications denied to them. In both cases these medications were critical to everyday use. The change to United Health Care has resulted in an additional \$9816 in expenses for prescription co-pays for employees as of date. When the change to United Health Care was last brought before the Board it was agreed upon as long as prescription drug charges did not adversely affect anyone. Mr. Richardson stated that insurance companies could change drug formularies at anytime and these formularies do determine the cost of medications. Commissioner Standaert moved to switch to Blue Cross Blue Shield Insurance as of September 1<sup>st</sup>. Commissioner Otto seconded. Commissioner Standaert asked where the estimated \$12,815 to facilitate the switch would come from in the budget. Mr. Richardson suggested that the monies be moved from Capital Outlay – Public Buildings which currently houses planning monies for the new Town Hall Project. Mayor Helms called for a vote and the motion carried 3/0.
- E. Charter Spectrum Internet/Telephone/Television Bundle Service Provider: Interim Town Administrator Richardson advised the Board that the current internet access with AT&T has been sporadic with IT providers making multiple visits to the Town Services Building to try to resolve the problem. Electronic Office, who manages the Town's IT services, recommends switching to Charter as well since AT&T connectivity is sporadic due to the distance of the Town Service Building from the AT&T outpost building on Montreat Road. Mr. Richardson stated that bundling services will actually save the Town money while also promoting a better quality of work. Commissioner Otto moved to switch the Town of Montreat to Charter Spectrum for business television, internet and telephone based on the recommendation from Mr. Richardson. Mayor Pro Tem Fouche seconded. The motion carried 2/1 with Commissioner Standaert voting against the motion.

**Public Comments-Other Topics**

Mayor Helms reiterated that the Public Comment period were for remarks pertaining to public business items not listed on the meeting agenda, including any reports or communications from other community entities.

Ms. Beth Fountain of 132 Kanawha Drive, read a prepared letter from Clare and Tom Frist of 98 Frist Road. Mr. and Mrs. Frist would like for the Town Council, Mountain Retreat Association and the rest of the Montreat Community to consider studying evacuation options in case of catastrophic fires or other unforeseen disasters, including the current location of the Montreat Gate. The Frist's would also like consideration for the new Town Hall to include the Cooley property or the former Andy Andrew's property. It is rumored that the Cooley's might be willing to sell due to health issues within the home. They would also like to see a combined Town Services Building and a welcome center for all Montreat entities. The letter also mentioned the possibility of making the Montreat Gate walk-through only.

Mr. Mike Sonnenberg of 125 Virginia Road, felt that the Town should increase the realm of wi-fi and cell phone coverage in the valley in certain ways. Mr. Sonnenberg felt that in previous situations he was denied the right to present to the Board an item in the form of photos or images because he did not get the photos in for approval one week prior to the meeting.

Ms. Beverly Monroe of 129 Assembly Drive, had concerns about stormwater runoff from Quillan Lane and Mississippi Road. Public Works Director Steve Freeman and Code Enforcement Officer David Currie visited earlier in the week and advised they were unable to do anything about the situation. Ms. Monroe stated they are going to re-do their parking pad and perhaps install a dry creek bed but would like some consideration from Council in assisting with these repairs since the water originates from Quillan Lane.

Mrs. Martha Campbell of 149 Maryland Place, announced that on August 27<sup>th</sup> and 28<sup>th</sup> there will be a celebration at Mt. Mitchell for the 100<sup>th</sup> Anniversary of the North Carolina State Park Systems. It was announced at the Montreat Landcare Meeting that buses would be available in Black Mountain to transport people to Mt. Mitchell. Students from Montreat College will also be participating in this event.

Mr. Eric Nichols of 527 Suwannee Drive, advised that himself, Martha Campbell and Former Mayor Letta Jean Taylor attended Former Town Administrator Ron Nalley's first Town Meeting in Lake Lure and he seems to be happy and doing well.

Ms. Kristin Janes representing Montreat College, advised that College enrollment is very close to the 500 students mark which has never been achieved before. Ms. Janes advised that students will be returning to campus on August 19<sup>th</sup> and to expect some increase in traffic.

**Commissioner Communications**

Mayor Pro Tem Fouche mentioned that she wrote Bob Joyce at the School of Government when she was denied attendance to one of the Montreat Bridge Committee meetings. This comment was in response to making the Town Hall Committee Meetings Special Meetings so all Commissioners could feel like they could attend without breaking or violating Open Meeting Laws. Mr. Joyce advised Mayor Pro Tem Fouche that she was welcome to attend as a citizen but cautioned her against sitting with other Commissioners or engaging in conversation. She advised she would send this communication to the Town Clerk. Mayor Pro Tem Fouche stated she had a similar conversation with Mr. Richardson today as well and he agreed with Mr. Joyce.

Commissioner Standaert stated that she will not be attending the Town Hall Committee Meetings since in previous years the Town Attorney had cautioned Board Members of attending due to the possibility of violation Open Meeting Laws. Commissioner Standaert advised the Council owns the Agenda and they can place items and remove items at will as long as everyone is in agreement. Mr. Standaert will be leading hikes on Mt. Mitchell. Commissioner Standaert briefly touched on the stormwater discussion from Ms. Monroe and advised those in attendance that stormwater is always included in the annual board retreat, budgeting process and capital improvement plan and Council has been advised by Staff repeatedly to address the stormwater issues but there has been no public support. Stormwater Systems and/or the Rain Tax can generate monies to address issues of stormwater within the Town.

Commissioner Otto feels that having the Commissioners at the Committee Meetings changes the dynamic based on his experience serving on the Montreat Bridge Committee. Commissioner Otto congratulated the college on their enrollment numbers. Commissioner Otto also congratulated Richard DuBose of Montreat Conference on the recently completed summer conference season.

**Upcoming Meeting Dates**

Mayor Helms reviewed the following list of upcoming meeting dates and deadlines:

**Montreat Tree Board:**

August 23, 2016, 10:00 a.m.  
Town Services Building

**September Agenda Meeting:**

September 1, 2016, 7:00 p.m.  
Walkup Building  
Public Forum begins at 6:30 p.m.

**Montreat Landcare:**

September 7, 2016, 9:00 a.m.  
Allen Building  
Swannanoa Room

**Montreat Board of Commissioners  
Town Council Meeting Minutes  
August 11, 2016**

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September Town Council Meeting:

September 8, 2016, 7:00 p.m.  
Walkup Building

**Adjournment**

There being no further business, Mayor Pro Tem moved to adjourn the Town Council Meeting. Commissioner Otto seconded and the motion carried 3/0. The meeting was adjourned at 9:27 p.m.

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Tim Helms, Mayor

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Angela Murphy, Town Clerk

## Appendix 1:

### Position Statement

I disagree with the “surprise” motion passed (2/1) at Town Council (8/11/2016) that no vehicular bridge be built on Texas Road. A vehicular bridge somewhere on Texas Road is needed for connectivity and public safety. A vehicular bridge has been publically supported by (1) the majority of public statements in the 2012 Public Input Session and the report of the Montreat Bridge Committee, (2) the Montreat Conference Center, (3) Montreat College, and (4) the Police Chief of the Town of Montreat. This motion carries potential financial implications: unknown repayments and possible liability claims due to lack of emergency access.

Mary L. Standaert

Commissioner Town of Montreat

\*\*\*Rules of Procedure: Rule 4, I. Agenda and Regular Meetings, K.: In the event of a divided vote, each side may furnish a signed explanation of its position within seven days of no greater than 100 words in length. This document may be attached as an appendix if approved at the next regularly scheduled meeting of the Board. If this statement is approved I will remove comments between the asterisks and make this a permanent part of the minutes.\*\*\*

### **MONTHLY POLICE STATISTICS REPORT**

<b>AUGUST</b>	<b>2016</b>	<b>2015</b>	<b>2014</b>	<b>2013</b>	<b>2012</b>
Mileage	3402	2952	2503	3041	3030
Dispatched Calls	143	102	101	115	114
Officer-Initiated Calls	245	252	201	229	362
Fire/EMS Assistance Calls	9F,6E	16F,12E	6F,7E	4F,3E	8
Motorist/Other Assistance Calls	49	81	54	52	30
Traffic Stops	37	35	21-63G	29	25
Parking Issues	7	6	3	7	13
Burglar/Fire Alarm Responses	3B,2F	2B,0F	5B,1F	5B	5
Residential House/Building Checks	254	211	272	114	117
Ordinance violations	21	21	13	11	19
LE Agency Assistance Calls	17	16	17	24	57
Animal Calls	5	5	9	9	0
Larcenies	0	0	0	0	0
B&E Calls	0	0	0	0	0
Suspicious Person/Vehicle Investigations	10P,19V	8P,21V	12P,9V	11P,4V	15
Disturbance Calls	8	5	10	2	7
Accident Responses	0	2	0	2	0
Auxiliary Hours Worked	40R,30T	24R,48T	32R,32O	40R,148O	140
Truck turns at gate	2	2	2	3	6

- Town Service: 515
- MRA Service: 163
- College Service: 18
- On 08/01/2016, MPD received an email thanking Officer Whitson for assisting them where their car broke down.
- On 08/03/2016, BCSD received a call about a lost hiker in the Greybeard Wilderness, BMFD and MPD were notified. MPD had some difficulty with communications between agencies. This will be resolved when we complete the new radio CIP project in 2017. The hiker was located at the top of the campgrounds.
- On 08/06/2016, Officer Whitson completed his intoximeter training.
- On 08/10/2016, MPD received a call from BCSD reference a subject with warrants for sexual battery in our area. The subject was taken into custody the next day.
- On 08/12/2016, MPD received a call to assist BCSD with serving civil papers.
- On 08/13/2016, MPD received a call of a firearm discharged in the Greybeard Trailhead area. Several residences were checked in this area. Officers were unable to locate. Also on this same



date a call came in reference a harassing and trespassing on West Virginia. The subjects were referred to the magistrates office.

- On 08/14/2016, MPD received a call of a domestic dispute off of Harmony. The situation was resolved.
- On 8/15/2016, at approximately 12:45 a.m. Officer Whitson was checking a suspicious vehicle in the area of Louisiana Road. The subject in the vehicle was arrested for open warrants in Asheville. As a result, the Officer also located a missing person in the Black Mountain area.
- On 08/20/2016, MPD Officer responded to a domestic disturbance in the area of Shenandoah. The situation was resolved.
- On 08/22/2016, Mr. Cannon came into the Town Office to thank Officer Whitson for his response to a medical emergency at the Cannon residence. (He stated that Officer Whitson was there before he could turn the lights on.)
- On 08/24/2016, MPD with deep regrets completed a death scene report in the Town.
- On 08/27/2016, MPD participated in GHSP along with State Agencies, BCSD and BMPD.
- On 08/28/2016, MPD received a call reference a suspicious activity at 11:15 p.m. the previous evening. An SUV went up the driveway of a residence and when the floodlights came on the vehicle instantly left. (Please be reminded, we are here 24 hours a day.)
- On 08/29/2016, MPD received a call reference a domestic disturbance at the Memorial Garden area. Upon arrival there was an intoxicated person there. The subject was arrested by citation.

Note: MPD would like to thank the Street Department for the excellent job they did on the parking area at the Town Services building. Also an extended thanks to the Montreat College students that participated in this project.



Environmental  
Quality

## State of North Carolina

Department of Environmental Quality

Division of Waste Management &

Division of Environmental Assistance and Customer Service

# Solid Waste and Materials Management Annual Report July 1, 2015 -- June 30, 2016

Please submit this form to [Lgteam@ncdenr.gov](mailto:Lgteam@ncdenr.gov) by September 1, 2016.

On the following pages you will find the Local Government Solid Waste and Materials Management Annual Report Form for Fiscal Year 2015-2016. Each North Carolina County and Municipality is required to complete this report annually. Completion and submission of this report will fulfill the annual reporting mandate to the state as required by G.S. 130A-309.09A. Failure to complete and submit this report could result in the local government being excluded from distributions of Solid Waste Disposal Tax Proceeds and other Department of Environmental Quality grants.

### Instructions:

Each local government should determine which staff member is responsible for preparing and submitting the annual report and ensure that the report is completed and submitted before the reporting deadline on September 1, 2016.

Options for obtaining a blank copy of this form:

- 1 - download a copy of the form from this web site: <http://deq.nc.gov/about/divisions/waste-management/solid-waste-section/annual-reporting-local-government-solid-waste-facility-reporting>
- 2 - call the Division of Environmental Assistance and Customer Service at 877-623-6748
- 3 - request a copy of the form by sending an email to [Lgteam@ncdenr.gov](mailto:Lgteam@ncdenr.gov).

This form must be completed electronically using Adobe Reader. Adobe Reader can be downloaded for free at the following web site: <https://get.adobe.com/reader/> - it is suggested that you complete the form using the latest version of Adobe Reader. Please **DO NOT** complete this form using Adobe Acrobat Pro.

Complete the form by entering responses in the appropriate fields using Adobe Reader. Please save a copy of the completed form to your computer for your records by using the "Save As" option and choosing an appropriate file name. When naming the file, please include your community's name as a part of the file name.

After completing the report form, please submit a copy electronically to the Division of Environmental Assistance and Customer Service by attaching it to an email and sending the email to [Lgteam@ncdenr.gov](mailto:Lgteam@ncdenr.gov)

If you need assistance completing or submitting this form, please feel free to contact one of the following Division of Environmental Assistance and Customer Service staff members:

Joseph Fitzpatrick, phone: 919-707-8121, email: [joseph.fitzpatrick@ncdenr.gov](mailto:joseph.fitzpatrick@ncdenr.gov)

Rob Taylor, phone: 919-707-8139, email: [rob.taylor@ncdenr.gov](mailto:rob.taylor@ncdenr.gov)

Form Year 2016



Environmental  
Quality

**Local Government**

**Required - Enter Your Local Government Name:**  
Town of Montreat

**State of North Carolina**

Department of Environmental Quality

Division of Waste Management &

Division of Environmental Assistance and Customer Service

## Solid Waste and Materials Management Annual Report

**July 1, 2015 -- June 30, 2016**

**COMPLETION AND SUBMISSION OF THIS REPORT WILL FULFILL THE ANNUAL REPORTING  
MANDATE TO THE STATE AS REQUIRED BY G.S. 130A-309.09A.**

Please submit this form to [Lgteam@ncdenr.gov](mailto:Lgteam@ncdenr.gov) by September 1, 2016.

*If you have questions about completing this form, please call 919-707-8121 or 919-707-8139. If you have questions about the reporting requirement, please call 919-707-8200 or contact your Regional Environmental Senior Specialist.*

Person Completing This Report: Stephen L. Freeman Title: Public Works Director  
Mailing Address: P.O. Box 423 City: Montreat Zip: 28757  
Phone: 828-669-8002 Fax: 828-669-3810 Date: August 24, 2016  
Email: sfreeman@townofmontreat.org

### General Instructions

Please remember that the time period for the report is JULY 1, 2015 through JUNE 30, 2016. Please check "No" if you have nothing to report for a specific question.

1. Did your local government have a Recycling Coordinator or similar position for FY 15-16? ☐ Yes ☒ No  
Name Recycling Coordinator (if different from person completing this report.)  
Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_
2. Did your local government have a Solid Waste Director or similar position for FY 15-16? ☐ Yes ☒ No  
If Yes, Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_
3. Did your local government have dedicated or part-time Solid Waste Enforcement Staff for FY 15-16? ☐ Yes ☒ No  
If Yes, Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_
4. Did your local government have solid waste ordinances in place addressing any of the following during FY 15-16? (if yes, please check all that apply)  
☒ Disposal Bans ☒ Illegal Dumping ☒ Littering ☐ Other, Please Describe: \_\_\_\_\_
5. Did your local government manage, provide or contract for any solid waste services in FY 15-16 (e.g., collection, disposal, recycling, mulching, composting)? ☒ Yes ☐ No

*If you answer "No" to question 5, the report is complete, please email to [Lgteam@ncdenr.gov](mailto:Lgteam@ncdenr.gov).*

## Part I. Waste Reduction and Recycling Programs Serving Government Facilities

The following questions pertain to waste reduction and recycling activities / programs that serve local government facilities. An example of source reduction at government facilities is duplex or two-sided copying.

6. Did your local government have an in-house / government building recycling program in place for FY 15-16? ☒ Yes ☐ No
7. Did your local government have any program or policy encouraging or requiring local agencies to purchase products with recycled content? ☐ Yes ☒ No
8. Did your local government have a program in place to collect and recycle spent fluorescent lights generated from public buildings? ☒ Yes ☐ No

## Part II. Waste Reduction and Recycling Programs Serving the Public

### SOURCE REDUCTION / REUSE

9. Did your local government have a backyard composting program? ☐ Yes ☒ No
10. If yes, please check all backyard composting activities that apply:  
☐ Education ☐ Demonstration site(s) ☐ Bin distribution/sales Number of Bins distributed? \_\_\_\_\_
11. Did your local government operate a program to promote source reduction efforts such as junk mail reduction, phone book opt-out through [www.yellowpagesoptout.com](http://www.yellowpagesoptout.com), or by promoting the use of non-toxic alternatives? ☐ Yes ☒ No
12. Did your local government offer a waste exchange or reuse program? ☐ Yes ☒ No
13. If yes, please indicate which waste exchange and/or reuse programs were available to the public:  
☐ Swap shop/shed Number of sheds in use? \_\_\_\_\_ ☐ Paint exchange Number of gallons recovered? \_\_\_\_\_  
☐ Other (e.g. pallet exchange, etc.) \_\_\_\_\_

### PUBLIC RECYCLING SERVICES

14. Which of the following responses best describes your recyclables recovery activities for the period July 1, 2015 through June 30, 2016?
- ☒ My local government **DID operate or contract** for a recyclables recovery program. (please continue to question 15)
- ☐ My local government **DID NOT operate or contract** for recyclables recovery **BUT DID participate** in a recyclables recovery program sponsored by another local government. (Please identify the public agency/organization responsible for its operation; then go to **Part IV** on page 7.)
- With what local government did you participate? \_\_\_\_\_
- ☐ My local government **DID NOT operate, contract or participate** in a recycling program. (Go to **Part IV** on page 7.)

If you **DID operate or contract** for a recyclables recovery program, please indicate the type of program in operation and provide specifics about your program(s).

### CURBSIDE RECYCLING PROGRAM

15. Did your government operate a Curbside Recycling Program? ☒ Yes ☐ No, skip to question # 26
16. Who collected the recyclable materials for your local government's curbside recycling program?
- ☒ Local government employees
- ☐ Private contractor (please specify) \_\_\_\_\_
- ☐ Franchised hauler (please specify) \_\_\_\_\_
- ☐ Other (please specify) \_\_\_\_\_

17. Please answer the following questions about your community.
- Total number of households? 669
  - Number of households served by curbside recycling? 669
  - Please estimate the number of households that regularly participate in the program? 500
18. If your curbside recycling program is operated through a public franchise to a private company then please answer the following:  
 Is public participation in the franchise: ☐ Voluntary or ☐ Mandatory  
 Does your franchise consist of: ☐ One service district or ☐ Multiple service districts
19. What sector(s) of your community was served by the curbside recycling program?  
☒ Residential ☐ Commercial ☐ Industrial
20. If you checked commercial or industrial in question 19, please indicate the number of accounts served: \_\_\_\_\_
21. How frequently were the curbside recyclables collected?  
☒ Once a week ☐ Every other week / biweekly  
☒ Other Twice weekly (June thru August)
22. Please describe the collection containers used:  
☐ Bins ☒ Blue bags  
☐ Multi-bin system ☐ Roll-out carts
23. Please describe the method / style of recyclable materials handling:  
☐ curb-sort (collector separates material as collected) ☒ single stream / commingled  
☐ dual / two stream ☐ don't know / other
24. If you checked "Roll-out carts" in question 22, please indicate the approximate size (volume) of the carts used:  
☐ less than 50 gallon cart ☐ 65 gallon cart  
☐ 95 gallon cart ☐ multiple sizes of cart available
25. If you use roll-out carts for curbside recycling, please indicate the calendar year you implemented service with carts: \_\_\_\_\_

### DROP-OFF RECYCLING PROGRAM

26. Did your government operate a Drop-off Recycling Program? ☒ Yes ☐ No, skip to question # 33
27. Who collected the recyclable materials for your local government's drop-off recycling program?  
☒ Local government employees  
☐ Private contractor  
☐ Other (please specify) \_\_\_\_\_
28. Please describe the method / style of recyclable materials handling for your drop-off recycling program:  
☐ source-separated (citizens separate materials by type) ☒ single stream / commingled  
☐ dual / two stream (paper separated from cans/bottles) ☐ don't know / other
29. Please estimate the number of households served by your drop-off recycling program. 669
30. What sector(s) of your community are served by the drop-off recycling program? ☒ Residential ☐ Commercial ☐ Industrial
31. How many drop-off locations did you provide for the citizens in your jurisdiction? Number of Sites: 1
32. How many of these locations were staffed with attendants? ☐ All ☒ None ☐ Some please list # of staffed sites: \_\_\_\_\_

### ELECTRONICS RECYCLING PROGRAM

Please answer the following questions about local government sponsored efforts to collect electronics from the public. The tonnage of any materials collected by the electronics recycling programs should be listed in the "Other" column in the Recycling Tonnages Chart on pg 5.

33. Did your community operate an electronics recycling program in FY 15-16? ☒ Yes ☐ No, skip to question # 39
- If you did operate an electronics recycling program, please indicate style of program:  
☐ Permanent - Curbside Collection ☐ Permanent - Drop-off ☒ Scheduled Collection Day or Event ☐ Part of HHW Program
- If you offer curbside collection of electronics is it: ☐ by appointment or ☐ unscheduled
- If you operate a drop-off electronics program, how many collection sites do you provide? Number of Sites: \_\_\_\_\_



34. Did your electronics recycling program collect or accept televisions from (check all that apply): ☒ Residences ☐ Businesses
35. Did your electronics recycling program collect or accept computer equipment from (check all that apply): ☒ Residences ☐ Businesses
36. DEQ distributes Electronics Management Funds each February to eligible governments (G.S. 130A-309.137). If your government was eligible to receive proceeds from the State Electronics Management Fund in February of 2016, please provide the following information:

Electronics Management Fund balance as of July 1, 2015: \$ \_\_\_\_\_

Electronics Management Funds received from DENR during FY 15-16: \$ \_\_\_\_\_

Electronics Management Funds spent during FY 15-16: \$ \_\_\_\_\_

Electronics Management Fund balance as of June 30, 2016: \$ \_\_\_\_\_

37. Please explain how Electronics Management Funds were spent during FY 2015-16 (please list items purchased if applicable):

38. If you did operate an electronics recycling program, please provide the following information about your vendor / contractor:

Name of electronics recycling vendor(s) during FY 15-16: Buncombe County

Does the electronics recycling vendor(s) listed above hold either the e-Steward or R2 certifications? ☒ Yes ☐ No

### OTHER PUBLIC RECYCLING PROGRAMS

*Please answer the following questions about local government sponsored recycling efforts. List only programs operated or contracted for by the local government. The tonnage of any materials collected by the following programs should be listed in the "Other" column in the Recycling Tonnages Chart on pg 5.*

39. Did your local government operate a multifamily recycling collection program that provides on-property recycling service for residents of multifamily properties in a manner other than through your curbside or dropoff recycling programs? ☐ Yes ☒ No
40. Did your local government operate a recycling program to serve commercial or institutional members of your community in a manner other than through your curbside or dropoff recycling programs? ☐ Yes ☒ No
41. Does your local government provide recycling services to Alcoholic Beverage Commission permit holders? ☐ Yes ☒ No  
☐ On-site collection services provided If on-site collection provided, please estimate # of ABC accounts served: \_\_\_\_\_  
☐ Public drop-off recycling sites available for ABC On Premises Permit holders to use
42. Does your local government operate a program to recycle Construction and Demolition materials? ☐ Yes ☒ No  
 If yes, please check all materials that were recycled and report tonnages in tonnage table on page 5):  
☐ Clean Wood ☐ Brick, concrete, etc. ☐ Sheetrock ☐ Vinyl siding ☐ Shingles ☐ Metals ☐ Other
43. Does your local government have an ordinance regulating the construction and demolition waste stream with the intention of encouraging or requiring waste reduction or recycling of these materials? ☐ Yes ☒ No
44. Please identify all Away From Home / Recycling On The Go programs or services operated by your government during FY 15-16. (check all that apply and if possible indicate tonnages on page 5 in "Other" column)  
☐ Public Parks Recycling Program ☐ Athletic Field /Venue Recycling Program  
☐ Pedestrian Recycling Program ☐ Recycling Service for Special Events / Festivals
45. Please identify all "Other" programs or services operated by your government during FY 15-16. (check all that apply and if possible indicate tonnages on page 5 in "Other" column)  
☐ Public School Recycling Program  
☐ Scheduled Collection Drives (e.g. confidential document shredding event held quarterly, once a year, etc.)  
☐ Lend-a-Bin Program where local government provides recycling containers to community organizations for use at events  
☐ Organics / Food Waste Recycling other than yard waste program  
☐ Oyster Shell Recycling Program  
☐ Other Programs (please specify) \_\_\_\_\_

*Programs to manage Special Wastes are addressed in Part III on page 6, please do not include Special Waste programs above.*

## RECYCLING TONNAGES FROM PUBLIC PROGRAMS

46. a. Enter data in the table below for ALL recycling programs operated or contracted for by your local government. Provide TONNAGES (or estimates) for each material collected for the period JULY 1, 2015 through JUNE 30, 2016. DO NOT include materials that were not collected or managed by your local government either directly or under contract to a private service provider.
- b. Do NOT report YARD WASTE, TIRES, HHW, USED OIL, OIL FILTERS, ANTI-FREEZE, BATTERIES or other SPECIAL WASTE tonnages on this page - these items should be reported in other sections of report form. See page 6 for SPECIAL WASTES.
- c. Please report materials collected in tons only. Please only extend numbers to two decimal places (x.xx).
- d. If you collected single stream or other commingled materials, record Tons in the "Commingled tons" row and then check the box for each individual material type that was commingled.

PROGRAM	Curbside		Drop-off		All "Other" Programs		Total Tons (totals are calculated by form)
	<input checked="" type="checkbox"/> if Yes	Tons	<input checked="" type="checkbox"/> if Yes	Tons	<input checked="" type="checkbox"/> if Yes	Tons	
<b>GLASS:</b>							
Clear	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input type="checkbox"/>		
Brown	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input type="checkbox"/>		
Green	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input type="checkbox"/>		
Mixed	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input type="checkbox"/>		
<b>PLASTIC:</b>							
PET #1	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input type="checkbox"/>		
HDPE #2	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input type="checkbox"/>		
All Plastic Bottles	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input type="checkbox"/>		
Other Plastic Containers	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input type="checkbox"/>		
Bulky Rigid Plastics	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input type="checkbox"/>		
<b>METAL:</b>							
Aluminum Cans	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input type="checkbox"/>		
Steel Cans	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input type="checkbox"/>		
White Goods	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input type="checkbox"/>		
Other Metal	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input type="checkbox"/>		
<b>PAPER:</b>							
Newsprint (ONP)	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input type="checkbox"/>		
Cardboard (OCC)	<input checked="" type="checkbox"/>	7.26	<input checked="" type="checkbox"/>		<input type="checkbox"/>		7.26
Magazines (OMG)	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input type="checkbox"/>		
Office Paper	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input type="checkbox"/>		
Mixed / Other Paper	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input type="checkbox"/>		
Cartons / Aseptic Containers	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		
<b>WOOD:</b>							
Pallets	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		
Other Wood - DO NOT report yard waste tons here	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		
<b>OTHER MATERIALS:</b>							
Textiles (clothes etc...)	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		
Televisions	<input checked="" type="checkbox"/>	0.5	<input type="checkbox"/>		<input type="checkbox"/>		0.5
Other Electronics	<input checked="" type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		
C&D Recovery	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		
	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		
	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		
	<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		
Commingled tons-check all items collected above	<input checked="" type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>		
<b>TOTAL TONS:</b>		7.76					7.76

47. **RECYCLING TONNAGE AS A RESULT OF POLICY OR ORDINANCE:** complete this section for materials that were recycled as a result of local government ordinances or policies but that were NOT collected or managed directly by your local government recycling program. E.g. a corrugated cardboard disposal ban supported by a reporting mechanism for collecting data on private recycling tonnages.

Material Type	Tons Diverted	Describe the mechanism that caused these materials to be recovered and data collection method

### Part III. Special Waste Collections

This section concerns local government programs for managing materials that require special handling or that are banned from landfilling. Please answer the questions and provide data as indicated below considering services provided to the public for recycling. Please do not include materials that were accepted and then disposed of in a landfill. Do not include materials generated exclusively by government operations (e.g. motor-fleet services). If special wastes were only accepted as a part of an Household Hazardous Waste (HHW) Program or HHW event and were not collected by separate recycling efforts then do not record materials in question # 48 but instead report with HHW materials in question # 49.

#### Special Waste Collected Separately From HHW Collection Program or Event

48. Special Waste Programs for Collecting Materials from Citizens by Material Type	Did program collect this material from the public?		# of sites	Data on quantities collected / managed. Please report in indicated units.			Can businesses participate?
Used Motor Oil	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No		gallons			<input type="checkbox"/> Yes
Used Oil Filters	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No		Barrels, or		lbs	<input type="checkbox"/> Yes
Used Antifreeze	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No		gallons			<input type="checkbox"/> Yes
Batteries, Lead Acid	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No		# batteries, or		lbs	<input type="checkbox"/> Yes
Batteries, Dry Cell	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No		lbs			<input type="checkbox"/> Yes
Fluorescent Bulbs/Lights Containing Mercury	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No		lbs, or		# bulbs	<input type="checkbox"/> Yes
Propane Tanks	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No		lbs, or		# tanks	<input type="checkbox"/> Yes
Used Cooking Oil / Waste Vegetable Oil	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No		lbs, or		gallons	<input type="checkbox"/> Yes
Other Special Wastes - please provide waste type here:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No		lbs			<input type="checkbox"/> Yes
Pesticide Containers (NCDA Program, not pesticides themselves)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No		lbs, or		# containers	n/a
NCDA Pesticide Disposal Assistance Program (for management of pesticides, not containers)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No		lbs			n/a
Latex Paint (do not include paint collected at HHW event or by a paint exchange program)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No		gals, or		lbs	<input type="checkbox"/> Yes

#### Household Hazardous Waste (HHW) and Conditionally Exempt Small Quantity Generator (CESQG) Program or Event

49. Did your local government operate a household hazardous waste collection program or event in FY 15-16? ☐ Yes ☐ No

If Yes, please respond to the following questions:

a. Was HHW collected at a permitted Temporary Event or at a Permanent HHW Collection Facility? ☐ Permanent ☐ Temp. Event

b. How many days was your HHW Program open to accept materials during this Fiscal Year? \_\_\_\_\_

c. Did you partner or co-sponsor your HHW program with another local government? ☐ Yes ☐ No

Please list partner(s) \_\_\_\_\_

d. How many citizens / households participated in your HHW collection program this Fiscal Year? \_\_\_\_\_

e. Did your program accept materials from small businesses (Conditionally Exempt Small Quantity Generators)? ☐ Yes ☐ No

If yes, please estimate the amount of business material managed \_\_\_\_\_ pounds

f. Materials collected by HHW Program: if totals for individual materials are known please indicate below. If individual material totals are not known, please simply provide total quantity of materials collected by HHW program in Total Quantity row below.

Used Motor Oil (Gal) \_\_\_\_\_ Used Oil Filters \_\_\_\_\_ # of Barrels, or \_\_\_\_\_ lbs.

Used Antifreeze (gal) \_\_\_\_\_ Lead Acid Batteries (lbs) \_\_\_\_\_ Other Batteries (lbs) \_\_\_\_\_

Fluorescent Bulbs / Lights Containing Mercury (lbs) \_\_\_\_\_

Provide Total Quantity of materials collected by HHW Program. If individual materials reported in 49f, please net materials reported separately out of total amount collected by HHW Program \_\_\_\_\_ pounds

g. Contractor(s) involved \_\_\_\_\_

h. Estimated cost of HHW / CESQG program or event(s) \$ \_\_\_\_\_

Pages 3 through 6 should have only been completed by governments indicating in question # 14 that they DO provide recycling services. All governments answering "Yes" to question # 5 on page 1 should complete the rest of the report with the exception of PART VIII which is only to be completed by Counties.



## Part IV. Yard Waste, Mulching and Composting Management

This section concerns management of vegetative materials. Yard waste may not be disposed in sanitary landfills, incinerators, or in unpermitted sites and it is illegal to burn. Composting and mulching are popular management options. Please answer the questions below about your management of vegetative materials. Do not include information on food waste or non-vegetative materials in this section.

50. Does your local government operate a yard waste program? ☒ Yes ☐ No If yes please indicate how yard waste is managed by checking all that apply: ☐ Collected curbside ☐ Collected at convenience center ☐ Received at yard waste, compost, or LCID facil.
51. Did a storm event significantly impact the amount of yard waste your government managed during FY 15-16? ☐ Yes ☒ No
52. What quantities of materials were managed by your yard waste program? Provide information in TONS OR CUBIC YARDS of organic material (yard waste, brush, limbs, leaves, etc.) managed. For conversion purposes, use 400 lbs./cubic yd.

Destination	Check if used	Tons	Cubic Yards	Please Provide Name and Location of Facility Receiving Vegetative Materials
End user (to farmer or home-owner)	<input checked="" type="checkbox"/>	362.24		
Your local government's mulch or compost facility	<input type="checkbox"/>			
Other public mulch or compost facility	<input type="checkbox"/>			
Private mulch or compost facility	<input type="checkbox"/>			
Land clearing and inert debris landfill (LCID)	<input type="checkbox"/>			
Energy / Fuel Use (e.g. boiler fuel market)	<input type="checkbox"/>			
<b>Total</b>		362.24		

**YARD WASTE MANAGEMENT FORMULA:** If yard waste quantities are not tracked, you may use this formula below to help you estimate yard waste volume. Calculate for each truck used in your yard waste management program, and then enter the grand total volume managed by program in the appropriate boxes above. Ex. 10 yd<sup>3</sup> truck x 3 days/wk x 16 wks = 480 yd<sup>3</sup>

Size of Truck (in yards) X Avg. no. of times truck fills each week X # of weeks truck is used during year = TOTAL yd<sup>3</sup>

## Part V. Solid Waste Collection & Disposal

Please answer the following questions regarding your local government's provision of solid waste collection and disposal services.

53. Please complete the following table regarding your solid waste collection (curbside or drop-off programs) and disposal program.

Sector	Who Collects Solid Waste? Insert Letter - see codes at right			How is Solid Waste Collected? Insert No. - see codes at right				Who Collects Solid Waste?	How is Solid Waste Collected?
Residential	Primary	A	Secondary	Primary	1	Secondary	2	a. Local government employees	1. Once a week at household
Commercial	Primary		Secondary	Primary		Secondary		b. By Contract	2. Twice a week at household
Industrial	Primary		Secondary	Primary		Secondary		c. Franchise haulers	3. Convenience center/greenbox
								d. Local government not involved in provision of service	4. As needed or by request
									5. Daily
									6. Other

54. If you provide residential waste collection at single-family households in your jurisdiction, please answer the following questions:

What type of collection method is used? ☐ Fully Automated ☐ Semi-Automated ☒ Manual ☐ Don't know

What is the standard collection frequency? ☒ Weekly ☐ Two times per week ☒ Other

What is the typical service point for single family household waste? ☒ Curbside ☐ Back yard / Back door

What type of collection container is used? ☐ Government-provided carts ☐ Resident-provided container ☒ Bags

Do you offer bulky waste collection services? ☒ Yes ☐ No

55. For municipalities - did your government collect white goods at the curb? ☒ Yes ☐ No

If so, were white goods delivered to the county for marketing? ☒ Yes ☐ No

## Part VI. Solid Waste and Recycling Educational Activities

56. Did your local government have an education program to inform citizens specifically about solid waste management and / or recycling issues / activities? ☒ Yes ☐ No (If No, skip to Part VII, page 8)

57. Please estimate your annual budget for solid waste related education and outreach activities: \$250

58. Does your community produce recycling education and outreach materials in languages besides English? ☐ Yes ☒ No

If YES, please list other languages used:

59. Please provide your recycling website address and public information phone number if applicable.

Website:

Hotline:

## Part VII. Resources for Solid Waste Management and Full Cost Accounting

Sufficient resources available to solid waste management programs are essential for continued success of these programs. The following questions deal with resources allocated to solid waste management programs.

60. Did your local government operate an Enterprise Fund for solid waste services in FY 15-16? ☐ Yes ☒ No
61. With regards to funding sources, check all that apply to your local government:
- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Tipping fees                             | <input type="checkbox"/> Volume/weight-based fees (e.g. PAYT) | <input type="checkbox"/> Tire tax                |
| <input checked="" type="checkbox"/> Property taxes / general fund | <input type="checkbox"/> Sale of recyclables                  | <input type="checkbox"/> White Goods tax         |
| <input type="checkbox"/> Per household charges                    | <input type="checkbox"/> Grants                               | <input checked="" type="checkbox"/> Disposal Tax |
62. NC Solid Waste Disposal Tax proceeds are distributed to eligible local governments on a quarterly basis by the Department of Revenue. According to GS 105-187.63 these funds must be used by a city or county solely for solid waste management programs and services.  
How are disposal tax distributions being used? To partially fund sanitation department activities (\$465.00)
63. If applicable, please provide your FY 15-16 household fees. (e.g., a. \$45.00 per year per household for solid waste)
- a. \$ \_\_\_\_\_ per \_\_\_\_\_ per \_\_\_\_\_ for solid waste
- b. \$ \_\_\_\_\_ per \_\_\_\_\_ per \_\_\_\_\_ for recycling
- c. \$ \_\_\_\_\_ per \_\_\_\_\_ per \_\_\_\_\_ for yard waste
- d. \$ \_\_\_\_\_ per \_\_\_\_\_ per \_\_\_\_\_ for bulky waste
- e. \$ \_\_\_\_\_ per \_\_\_\_\_ per \_\_\_\_\_ availability fee
- f. \$ \_\_\_\_\_ per \_\_\_\_\_ per \_\_\_\_\_ total charge
64. Did your local government have a Pay-As-You-Throw program for residential garbage? (Residents are charged by weight or volume for the amount of trash disposed.) ☐ Yes ☒ No

According to GS 130A-309.08, local governments are required to conduct full cost accounting annually and to develop a system to inform users of such costs.

65. If your local government contracts for solid waste or recycling services, please report the annual contract amount.
- \$ \_\_\_\_\_ For solid waste services per year
- \$ \_\_\_\_\_ For recycling per year
- OR
- \$ \_\_\_\_\_ Combined Contract (solid waste, and recycling)
66. Collection Programs: Please complete the following table to the best of your ability to display the full costs of your local government's programs for collecting waste, recyclables and yard waste including services at convenience centers. If full cost analysis is not available, please report program budget in Total Cost column.

	# of Households served	Tons Collected	Collection Cost	Disposal Cost (tipping fees paid)	Total Cost including overhead	Calculated Cost Per Ton Managed
Municipal Solid Waste*	669	204.61	39,066	7,913.43	46,979.43	229
Recycling Program**	669	50.97	24,639.15		24,639.15	483
Yard Waste Program	669	362.24	24,210.68		24,210.68	66
<b>Calculated Totals:</b>		617.82	87,915.83	7,913.43	95,829.26	155

\*for materials collected and sent for eventual disposal in a Municipal Solid Waste or Construction and Demolition Landfill, or through incineration

\*\*for materials collected by public recycling programs including those services offered to commercial and industrial generators. Do not include special waste services

67. If your government operates a landfill, transfer station, yard waste /compost facility or recycling facility, please provide total budget for facility operations. If budgets are combined, please attempt to allocate costs proportionately.
- Landfill Budget: \$0
- Transfer Station Budget: \$0
- Yard Waste / Compost Facility Budget: \$0
- Recycling Facility Budget: \$0
68. What is your government's total combined annual budget for all solid waste and recycling related services? \$95,829.26

## Part VIII. County Mandated Programs

*The following questions pertain to programs mandated by N.C. statute to be provided by each county. **Only county governments need to complete this section (questions 69 through 97).** Municipalities should skip to Part IX on page 11. Counties - failure to complete Part VIII may result in non-eligibility for grant requests.*

### WHITE GOODS

69. Give name, address, phone number, and e-mail of person responsible for white goods program.

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

70. Please provide the physical address of the primary county white goods collection site.

Street 1: \_\_\_\_\_  
 Street 2: \_\_\_\_\_  
 City: \_\_\_\_\_ State: North Carolina Zip: \_\_\_\_\_

71. Please provide the name of the business or person that removes the refrigerant gases (CFCs) from white goods.

Name: \_\_\_\_\_  
 Street: \_\_\_\_\_  
 City: \_\_\_\_\_ State: North Carolina Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

72. Give amounts / types of CFCs removed. Attach records of CFC removal, and copy of certification of person(s) performing extraction.

Type of CFC Removed	Amount

73. CFCs may be recycled or sent for destruction. Give name of firm, disposal method and amount earned / spent for CFC disposal.

Firm	Method of Disposal	Amount Earned	Amount Spent

74. Tonnage of White Goods Collected (include scrap metal): \_\_\_\_\_

75. List the amount of revenue for the white goods program by source:

Revenue collected from sale of scrap: \$ \_\_\_\_\_  
 Revenue collected from White Goods Tax Distributions: \$ \_\_\_\_\_  
 Revenue from other source (e.g. grants): \$ \_\_\_\_\_  
 Total Revenue: \$ \_\_\_\_\_

76. According to the White Goods Law, White Good Tax Distributions must be spent on white goods activities. Give amounts and types of expenditures White Good Tax Distributions were used for (do not include funds received from grants).

Operational Expenses: \$ \_\_\_\_\_  
 Capital Improvements: \$ \_\_\_\_\_  
 Clean-up of Illegal White Goods Dumps: \$ \_\_\_\_\_  
 Total Expenditures: \$ \_\_\_\_\_

## SCRAP TIRES

77. Give name, address, phone number, and e-mail of person responsible for scrap tires program.

Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

78. Please provide the physical address of the primary county scrap tires collection site.

Street 1: \_\_\_\_\_  
Street 2: \_\_\_\_\_  
City: \_\_\_\_\_ State: North Carolina Zip: \_\_\_\_\_

79. Tonnage/Number of scrap tires disposed July 1, 2015-June 30, 2016 (excluding tires from cleanup of nuisance sites)  
\_\_\_\_\_ Tons or \_\_\_\_\_ Number of tires

80. Tonnage/Number of scrap tires disposed from cleanup of state or county designated nuisance sites  
\_\_\_\_\_ Tons or \_\_\_\_\_ Number of tires

81. Indicate the types of tires collected by the county:

Passenger \_\_\_\_\_ % Heavy Truck \_\_\_\_\_ % Large Off-Road \_\_\_\_\_ %

82. List the amount of revenue for the scrap tire program by source:

Revenue from Scrap Tire Tax Distributions: \$ \_\_\_\_\_  
Revenue from Tire Fees: \$ \_\_\_\_\_  
Revenue from Scrap Tire Clean-up Reimbursements: \$ \_\_\_\_\_  
Revenue from Scrap Tire Cost-Overrun Grants: \$ \_\_\_\_\_  
Total Revenue: \$ \_\_\_\_\_

83. County's total scrap tire program contract expenditure (contract disposal/hauling costs), \$ \_\_\_\_\_  
excluding costs of nuisance tire cleanups, for FY 15-16.

84. County's additional scrap tire program expenditure (i.e. labor, convenience center cost), if any.

Labor \$ \_\_\_\_\_  
Site Cost \$ \_\_\_\_\_  
Other \$ \_\_\_\_\_ describe Other: \_\_\_\_\_

85. County's contract cost for scrap tire disposal. \$ \_\_\_\_\_ / Ton; \$ \_\_\_\_\_ / Tire

86. Hauling cost or fuel surcharge, if not included in contract cost above. \$ \_\_\_\_\_ / Ton; \$ \_\_\_\_\_ / Tire

87. Total tipping fees collected for tires not eligible for free disposal. \$ \_\_\_\_\_

88. Total number of tires collected not eligible for free disposal: \_\_\_\_\_

89. If scrap tires were not hauled off site by contracted service provider, were they cut and disposed in a local landfill? ☐ Yes ☐ No

90. Name of tire disposal/recycling firm(s): \_\_\_\_\_

## TEMPORARY DISASTER DEBRIS STAGING SITES

91. Does your local government have a plan in place for management of disaster debris? ☐ Yes ☐ No

If yes, indicate if the plan is a stand-alone plan or in conjunction with local government agencies: ☐ Stand-alone ☐ In conjunction

92. If you indicated having a plan, has the plan been reviewed by N.C. Emergency Management or FEMA to ensure it meets the basic requirements for public assistance reimbursement in a declared disaster event? ☐ Yes ☐ No

93. Please list the name, contact numbers(s), and e-mail address of the person(s) in charge of the disaster debris management program for your local government:

Name: _____	Name: _____	Name: _____
Phone: _____	Phone: _____	Phone: _____
E-mail: _____	E-mail: _____	E-mail: _____



94. Please list the temporary disaster debris staging sites in your county or municipality which have been reviewed for conflicts with the Natural Heritage Program (NHP) and the State Historic Preservation Office (SHPO) through coordination with the Solid Waste Section. Please note that the vetting of a site prior to a disaster is advantageous to local governments because a staging site which is found to have impacted federal or state resources after a disaster may cause difficulty for local governments when attempting to obtain FEMA reimbursement. Attach extra sheets, if needed.

Disaster Site #	Site Name	Disaster Site #	Site Name

95. Does your plan address the management of household hazardous waste and white goods following a disaster? ☐ Yes ☐ No
96. Does your plan address mass animal mortality? ☐ Yes ☐ No

#### MANAGEMENT OF ABANDONED MANUFACTURED HOMES

97. Has your county considered whether to implement a program for the management of abandoned manufactured homes? ☐ Yes ☐ No
- If yes, has your county developed a written plan for the management of abandoned manufactured homes? ☐ Yes ☐ No

#### Part IX. Comments

Use this section to elaborate on any info provided in your report as necessary. We would appreciate your comments about this report or other matters regarding solid waste management in North Carolina. Thank you for your time. Attach additional sheets if needed.

This form is to be submitted electronically. If you require assistance, please contact one of these NC DEACS staff members:

Joseph Fitzpatrick, email: [joseph.fitzpatrick@ncdenr.gov](mailto:joseph.fitzpatrick@ncdenr.gov) phone 919-707-8121

Rob Taylor, email: [rob.taylor@ncdenr.gov](mailto:rob.taylor@ncdenr.gov) phone: 919-707-8139

The Division of Environmental Assistance and Customer Service Local Government Assistance Team is ready to assist you in any way we can. Please visit our Web site at <https://deq.nc.gov/conservation/recycling/local-government-recycling-assistance> or e-mail us at [Lgteam@ncdenr.gov](mailto:Lgteam@ncdenr.gov)



**General Fund**  
**Statement of Revenues, Expenditures, and Changes in Fund Balances**  
For the Period Ended July, 2016

	FYE 2017 Budgeted	Previously Reported	Current Month	FYE 2017 YTD Actual	FYE 16 Comparison YTD Actual	FYE 2017 Remaining Budget	Actual to Budget %	Statement Period	Variance	7/31/15
								<b>1</b>		
<b>Revenues:</b>										
Ad valorem taxes	\$ 953,900.00		\$ -			\$ 953,900.00				
Other taxes and licenses	\$ 413,700.00		\$ -			\$ 413,700.00				
Unrestricted intergovernmental	\$ 105,500.00		\$ -			\$ 105,500.00				
Permits and Fees	\$ 45,700.00		\$ 1,585.00	\$ 1,585.00	\$ 7,122.70	\$ 44,115.00				
Community Service Fee	\$ 45,000.00		\$ 9,514.00	\$ 9,514.00		\$ 35,486.00				
Sales and Services	\$ 13,000.00		\$ 1,219.00	\$ 1,219.00	\$ 410.90	\$ 11,781.00				
Investment earnings	\$ 2,200.00		\$ 165.17	\$ 165.17	\$ 71.45	\$ 2,034.83				
Other revenues	\$ 4,000.00		\$ 2,894.10	\$ 2,894.10	\$ 1,500.00	\$ 1,105.90				
Subtotal - Normal Operating	\$ 1,583,000.00		\$ 15,377.27	\$ 15,377.27	\$ 9,105.05	\$ 1,567,622.73	0.97%	8.33%	-7.36%	-13.76%
<i>Restricted intergovernmental</i>	\$ 173,200.00		\$ -		\$ 56,767.79	\$ 173,200.00				
<i>Contributions - Landcare</i>	\$ -		\$ -		\$ -	\$ -				
<i>Contributions - Open Space</i>	\$ -		\$ -		\$ -	\$ -				
Total Revenues	1,756,200.00		15,377.27	15,377.27	\$ 65,872.84	1,740,822.73	0.88%	8.33%	-7.46%	-12.17%
<b>Expenditures:</b>										
Governing Body	\$ 85,500.00		\$ 798.07	\$ 798.07	\$ 5,074.59	\$ 84,701.93	0.93%	8.33%	7.40%	7.65%
Administration	\$ 292,400.00		\$ 47,032.33	\$ 47,032.33	\$ 32,243.86	\$ 245,367.67	16.08%	8.33%	-7.75%	-2.12%
Public Buildings	\$ 140,300.00		\$ 33,685.99	\$ 33,685.99	\$ 34,810.89	\$ 106,614.01	24.01%	8.33%	-15.68%	-8.80%
Police	\$ 369,000.00		\$ 26,986.17	\$ 26,986.17	\$ 38,982.79	\$ 342,013.83	7.31%	8.33%	1.02%	-1.58%
Building & Zoning	\$ 84,200.00		\$ 8,093.47	\$ 8,093.47	\$ 8,427.20	\$ 76,106.53	9.61%	8.33%	-1.28%	-0.18%
Public Works	\$ 80,400.00		\$ 7,075.97	\$ 7,075.97	\$ 8,899.09	\$ 73,324.03	8.80%	8.33%	-0.47%	-0.40%
Streets	\$ 695,000.00		\$ 18,329.14	\$ 18,329.14	\$ 21,011.60	\$ 676,670.86	2.64%	8.33%	5.70%	13.58%
Powell Bill	\$ -		\$ -	\$ -	\$ 257.47	\$ -	0.00%	8.33%	0.00%	14.17%
Sanitation	\$ 114,200.00		\$ 6,326.29	\$ 6,326.29	\$ 10,149.25	\$ 107,873.71	5.54%	8.33%	2.79%	-0.28%
Env/Cons/Rec	\$ 18,000.00		\$ -	\$ -		\$ 18,000.00	0.00%	8.33%	8.33%	16.67%
Total expenditures	1,879,000.00	\$ -	\$ 148,327.43	\$ 148,327.43	\$ 159,856.74	\$ 1,730,672.57	7.89%	8.33%	0.44%	6.58%
<b>Revenues over expenditures</b>	(122,800.00)	\$ -	\$ (132,950.16)	\$ (132,950.16)	\$ (93,983.90)	\$ 10,150.16				
Other financing sources (uses):										
Transfer to/from Water Fund		\$ -	\$ -	\$ -	\$ -	\$ -				
Fund Balance Appropriated:	\$ 122,800.00	\$ -	\$ -	\$ -	\$ -	\$ 122,800.00				
Total other financing source	\$ 122,800.00	\$ -	\$ -	\$ -	\$ -	\$ 122,800.00				
Revenues and other sources over expenditures and other uses	\$ -	\$ -	\$ (132,950.16)	\$ (132,950.16)	\$ (93,983.90)	\$ 132,950.16				
<b>Expenditure Recap:</b>										
Salaries & Benefits	\$ 926,700.00		\$ 81,493.25	\$ 81,493.25	\$ 86,107.75	\$ 845,206.75				
Other Operating	\$ 399,800.00		\$ 64,524.38	\$ 64,524.38	\$ 73,748.99	\$ 335,275.62				
CIP/Grant Projects	\$ 552,500.00		\$ 2,309.80	\$ 2,309.80		\$ 550,190.20				
Total Expenditures	\$ 1,879,000.00	\$ -	\$ 148,327.43	\$ 148,327.43	\$ 159,856.74	\$ 1,730,672.57				

**Water Fund**  
**Statement of Revenues, Expenditures, and Changes in Fund Balances**  
For the Period Ended July, 2016

	FYE 2016 Budgeted	Previously Reported	Current Month	FYE 2016 YTD Actual	FYE 15 Comparison YTD Actual	FYE 2016 Remaining Budget	Actual to Budget Percent	Statement Period <b>1</b>	Variance	7/31/15
<b>Revenues:</b>										
Ad valorem taxes			\$ -			\$ -				
Other taxes and licenses			\$ -			\$ -				
MRA Comm Svc Fee	\$ -		\$ -			\$ -				
Permits and Fees			\$ -			\$ -				
Sales and Services	\$ 308,500.00		\$ 32,387.83	\$ 32,387.83	\$ 34,634.55	\$ 276,112.17				
Investment earnings	\$ 500.00		\$ 20.08	\$ 20.08	\$ 6.59	\$ 479.92				
Other revenues	\$ 27,500.00		\$ 472.73	\$ 472.73	\$ 3,657.17	\$ 27,027.27				
Subtotal - Normal Operating	\$ 336,500.00	\$ -	\$ 32,880.64	\$ 32,880.64	\$ 38,298.31	\$ 303,619.36				
Restricted intergovernmental			\$ -			\$ -				
Total revenues	\$ 336,500.00	\$ -	\$ 32,880.64	\$ 32,880.64	\$ 38,298.31	\$ 303,619.36	9.77%	8.33%	1.44%	-0.77%
<b>Expenditures:</b>										
Water Department	\$ 336,500.00		\$ 3,653.68	\$ 3,653.68	\$ 8,813.15	\$ 332,846.32	1.09%	8.33%	7.25%	7.21%
Total expenditures	\$ 336,500.00	\$ -	\$ 3,653.68	\$ 3,653.68	\$ 8,813.15	\$ 332,846.32	1.09%	8.33%	7.25%	7.21%
<b>Revenues over expenditures</b>	\$ -	\$ -	\$ 29,226.96	\$ 29,226.96	\$ 29,485.16	\$ (29,226.96)				
Other financing sources (uses):										
Transfers to/from General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
Fund Balance Appropriated:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
Total other financing sources (uses)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
Revenues and other sources over expenditures and other uses	\$ -	\$ -	\$ 29,226.96	\$ 29,226.96	\$ 29,485.16	\$ (29,226.96)				
<b>Expenditure Recap:</b>										
Salaries & Benefits	\$ -		\$ -	\$ -	\$ -	\$ -				
Other Operating	\$ 279,500.00		\$ 3,653.68	\$ 3,653.68	\$ 8,813.15	\$ 275,846.32				
CIP/Grant Projects	\$ 57,000.00		\$ -	\$ -	\$ -	\$ 57,000.00				
Total Expenditures	\$ 336,500.00	\$ 445,641.85	\$ 3,653.68	\$ 3,653.68	\$ 8,813.15	\$ 332,846.32				

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**TOWN OF MONTREAT**  
**Revenue Statement**  
Period Ending: July 31, 2016  
**10 GENERAL FUND**

Selected Department Page 1  
(ALL) All Departments

Account Description	Account Number	Estimated Revenue	Activity This Period	Revenue To Date	Uncollected To Date	Percent Collected %
PY AD VALOREM TAXES	10-00-3000-100	500.00	0.00	0.00	500.00	0.00
CY AD VALOREM TAXES	10-00-3005-100	953,400.00	0.00	0.00	953,400.00	0.00
TAX INTEREST & PENALTIES	10-00-3050-100	2,000.00	0.00	0.00	2,000.00	0.00
LOCAL SALES TAX	10-00-3065-100	400,000.00	0.00	0.00	400,000.00	0.00
PAYMENT IN LIEU OF TAXES	10-00-3070-100	2,000.00	0.00	0.00	2,000.00	0.00
PY DMV TAXES	10-00-3104-100	100.00	0.00	0.00	100.00	0.00
CY DMV TAXES	10-00-3194-100	11,600.00	0.00	0.00	11,600.00	0.00
UTILITIES FRANCHISE TAX	10-00-3205-200	100,000.00	0.00	0.00	100,000.00	0.00
WINE & BEER TAX	10-00-3220-200	3,000.00	0.00	0.00	3,000.00	0.00
SOLID WASTE DISPOSAL TAX	10-00-3235-200	500.00	0.00	0.00	500.00	0.00
CONTRIBUTIONS	10-00-3300-300	2,000.00	1,500.00	1,500.00	500.00	75.00
PUBLIC SAFETY CHARGES	10-10-3305-300	3,000.00	0.00	0.00	3,000.00	0.00
GRANT PROCEEDS - FEDERAL	10-10-3310-300	133,200.00	0.00	0.00	133,200.00	0.00
POWELL BILL	10-20-3325-300	40,000.00	0.00	0.00	40,000.00	0.00
CONTRIBUTIONS - Voluntary Rec	10-00-3330-341	0.00	696.97	696.97	-696.97	0.00
REIMBURSEMENT OF EXPENDITURE	10-10-3345-300	0.00	606.13	606.13	-606.13	0.00
COURT COSTS - ARREST FEES & F	10-10-3405-400	200.00	0.00	0.00	200.00	0.00
FIRE INSPECTION FEES	10-10-3425-400	500.00	0.00	0.00	500.00	0.00
BUILDING PERMITS	10-10-3430-400	45,000.00	1,585.00	1,585.00	43,415.00	3.52
SANITATION FEES	10-10-3435-400	10,000.00	0.00	0.00	10,000.00	0.00
BACK DOOR PICKUP	10-10-3435-410	0.00	775.00	775.00	-775.00	0.00
SPECIAL PICKUP	10-10-3435-420	0.00	140.00	140.00	-140.00	0.00
PAYT	10-10-3435-430	0.00	304.00	304.00	-304.00	0.00
COMMUNITY SERVICE FEE	10-00-3550-800	45,000.00	9,514.00	9,514.00	35,486.00	21.14
INTEREST ON INVESTMENTS	10-00-3800-800	2,000.00	148.30	148.30	1,851.70	7.41
INTEREST INVESTMNT-POWELL BIL	10-00-3805-800	200.00	16.87	16.87	183.13	8.43
MISC REVENUE	10-00-3815-800	1,000.00	91.00	91.00	909.00	9.10
SALE OF FIXED ASSETS	10-00-3820-800	1,000.00	0.00	0.00	1,000.00	0.00
FUND BALANCE APPROPRIATED	10-00-3905-900	122,800.00	0.00	0.00	122,800.00	0.00



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**TOWN OF MONTREAT**  
**Revenue Statement**  
Period Ending: July 31, 2016  
**10 GENERAL FUND**

Selected Department    *Page 2*  
(ALL) All Departments

Account Description	Account Number	Estimated Revenue	Activity This Period	Revenue To Date	Uncollected To Date	Percent Collected %
TOTAL FUND REVENUE:		1,879,000.00	15,377.27	15,377.27	1,863,622.73	0.81

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**TOWN OF MONTREAT**  
**Encumbrances & Expenditure Statement**  
Period Ending: July 31, 2016  
**10 GENERAL FUND**

Selected Department    *Page 1*  
(ALL) All Departments

Account Description	Account No	Budget Amount	Activity This Period	Expenditure Year to Date	Encumbrance Year to Date	Unencumbered Balance	% Spent
DEPT (4100) GOVERNING BODY							
SALARIES & WAGES	10-00-4100-020	9,800.00	0.00	0.00	0.00	9,800.00	0.00
PROFESSIONAL SERVICES	10-00-4100-040	59,000.00	498.75	498.75	0.00	58,501.25	0.84
FICA EXPENSE	10-00-4100-050	800.00	0.00	0.00	0.00	800.00	0.00
TRAVEL & TRAINING	10-00-4100-140	500.00	0.00	0.00	0.00	500.00	0.00
ADVERTISING	10-00-4100-260	5,000.00	0.00	0.00	0.00	5,000.00	0.00
DEPARTMENT SUPPLIES	10-00-4100-330	1,800.00	199.32	199.32	0.00	1,600.68	11.07
SALARY CONTINGENCY	10-00-4100-332	13,500.00	0.00	0.00	0.00	13,500.00	0.00
INDIRECT COST ALLOCATI	10-00-4100-480	-5,400.00	0.00	0.00	0.00	-5,400.00	0.00
CONTRIBUTIONS	10-00-4100-520	500.00	100.00	100.00	0.00	400.00	20.00
TOTAL DEPT: (4100) GOVERNING BODY		85,500.00	798.07	798.07	0.00	84,701.93	0.93

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**TOWN OF MONTREAT**  
**Encumbrances & Expenditure Statement**  
 Period Ending: July 31, 2016  
**10 GENERAL FUND**

Selected Department Page 2  
 (ALL) All Departments

Account Description	Account No	Budget Amount	Activity This Period	Expenditure Year to Date	Encumbrance Year to Date	Unencumbered Balance	% Spent
DEPT (4200) ADMINISTRATION							
SALARIES & WAGES	10-00-4200-020	181,800.00	22,172.31	22,172.31	0.00	159,627.69	12.19
FICA EXPENSE	10-00-4200-050	13,900.00	1,703.98	1,703.98	0.00	12,196.02	12.25
GROUP INSURANCE	10-00-4200-060	24,900.00	2,114.37	2,114.37	0.00	22,785.63	8.49
RETIREMENT EXPENSE	10-00-4200-070	22,300.00	2,509.72	2,509.72	0.00	19,790.28	11.25
POSTAGE	10-00-4200-100	2,000.00	0.00	0.00	0.00	2,000.00	0.00
TELEPHONE	10-00-4200-110	5,200.00	399.62	399.62	0.00	4,800.38	7.68
TRAVEL & TRAINING	10-00-4200-140	4,000.00	945.12	945.12	0.00	3,054.88	23.62
M & R EQUIPMENT	10-00-4200-160	25,000.00	15,445.93	15,445.93	0.00	9,554.07	61.78
ADVERTISING	10-00-4200-260	1,800.00	0.00	0.00	0.00	1,800.00	0.00
OFFICE EXPENSE	10-00-4200-320	3,000.00	123.38	123.38	0.00	2,876.62	4.11
OFFICE EQUIPMENT	10-00-4200-330	1,000.00	0.00	0.00	0.00	1,000.00	0.00
BANK SERVICE CHARGE EX	10-00-4200-340	1,200.00	202.90	202.90	0.00	997.10	16.90
CONTRACT SERVICES	10-00-4200-450	21,000.00	0.00	0.00	0.00	21,000.00	0.00
INDIRECT COST ALLOCATI	10-00-4200-480	-18,500.00	0.00	0.00	0.00	-18,500.00	0.00
DUES & SUBSCRIPTIONS	10-00-4200-530	3,300.00	1,415.00	1,415.00	0.00	1,885.00	42.87
SUPERVISOR'S EXPENSE	10-00-4200-550	500.00	0.00	0.00	0.00	500.00	0.00
TOTAL DEPT: (4200) ADMINISTRATION		292,400.00	47,032.33	47,032.33	0.00	245,367.67	16.08

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**TOWN OF MONTREAL**  
**Encumbrances & Expenditure Statement**  
Period Ending: July 31, 2016  
**10 GENERAL FUND**

Selected Department    *Page 3*  
(ALL) All Departments

Account Description	Account No	Budget Amount	Activity This Period	Expenditure Year to Date	Encumbrance Year to Date	Unencumbered Balance	% Spent
DEPT (5000) PUBLIC BUILDINGS							
UTILITIES	10-00-5000-130	3,000.00	134.89	134.89	0.00	2,865.11	4.49
M & R BUILDINGS & GROU	10-00-5000-150	2,500.00	-29.38	-29.38	0.00	2,529.38	-1.17
M & R EQUIPMENT	10-00-5000-160	6,400.00	353.81	353.81	0.00	6,046.19	5.52
DEPARTMENT SUPPLIES	10-00-5000-330	200.00	0.00	0.00	0.00	200.00	0.00
INDIRECT COST ALLOCATI	10-00-5000-480	-8,800.00	0.00	0.00	0.00	-8,800.00	0.00
INSURANCE	10-00-5000-540	37,000.00	33,226.67	33,226.67	0.00	3,773.33	89.80
CAPITAL OUTLAY	10-00-5000-730	100,000.00	0.00	0.00	0.00	100,000.00	0.00
TOTAL DEPT: (5000) PUBLIC BUILDINGS		140,300.00	33,685.99	33,685.99	0.00	106,614.01	24.01

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**TOWN OF MONTREAL**  
**Encumbrances & Expenditure Statement**  
 Period Ending: July 31, 2016  
**10 GENERAL FUND**

Selected Department Page 4  
 (ALL) All Departments

Account Description	Account No	Budget Amount	Activity This Period	Expenditure Year to Date	Encumbrance Year to Date	Unencumbered Balance	% Spent
DEPT (5100) POLICE							
SALARIES & WAGES	10-10-5100-020	232,700.00	18,372.21	18,372.21	0.00	214,327.79	7.89
FICA EXPENSE	10-10-5100-050	17,800.00	1,397.13	1,397.13	0.00	16,402.87	7.84
GROUP INSURANCE	10-10-5100-060	41,500.00	3,442.22	3,442.22	0.00	38,057.78	8.29
RETIREMENT EXPENSE	10-10-5100-070	30,300.00	2,293.76	2,293.76	0.00	28,006.24	7.57
TELEPHONE	10-10-5100-110	2,000.00	185.49	185.49	0.00	1,814.51	9.27
TRAVEL & TRAINING	10-10-5100-140	500.00	0.00	0.00	0.00	500.00	0.00
M & R EQUIPMENT	10-10-5100-160	5,000.00	0.00	0.00	0.00	5,000.00	0.00
M & R AUTO	10-10-5100-170	4,000.00	0.00	0.00	0.00	4,000.00	0.00
PUBLIC ED - SAFETY SAT	10-10-5100-234	500.00	0.00	0.00	0.00	500.00	0.00
AUTO SUPPLIES (GAS, OI	10-10-5100-310	10,000.00	1,100.75	1,100.75	0.00	8,899.25	11.00
MEDICAL CERTIFICATION	10-10-5100-320	1,000.00	0.00	0.00	0.00	1,000.00	0.00
DEPARTMENT SUPPLIES	10-10-5100-330	2,500.00	194.61	194.61	0.00	2,305.39	7.78
UNIFORMS	10-10-5100-360	1,700.00	0.00	0.00	0.00	1,700.00	0.00
DUES & SUBSCRIPTIONS	10-10-5100-530	300.00	0.00	0.00	0.00	300.00	0.00
DISPATCHER SERVICES	10-10-5100-760	19,200.00	0.00	0.00	0.00	19,200.00	0.00
TOTAL DEPT: (5100) POLICE		369,000.00	26,986.17	26,986.17	0.00	342,013.83	7.31

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**TOWN OF MONTREAL**  
**Encumbrances & Expenditure Statement**  
Period Ending: July 31, 2016  
**10 GENERAL FUND**

Selected Department      Page 5  
(ALL) All Departments

Account Description	Account No	Budget Amount	Activity This Period	Expenditure Year to Date	Encumbrance Year to Date	Unencumbered Balance	% Spent
DEPT (5400) BUILDING & ZONING							
SALARIES & WAGES	10-10-5400-020	50,900.00	4,068.53	4,068.53	0.00	46,831.47	7.99
FICA EXPENSE	10-10-5400-050	3,900.00	308.85	308.85	0.00	3,591.15	7.91
GROUP INSURANCE	10-10-5400-060	8,300.00	688.43	688.43	0.00	7,611.57	8.29
RETIREMENT EXPENSE	10-10-5400-070	6,300.00	497.12	497.12	0.00	5,802.88	7.89
TELEPHONE	10-10-5400-110	800.00	43.78	43.78	0.00	756.22	5.47
TRAVEL & TRAINING	10-10-5400-140	2,500.00	50.00	50.00	0.00	2,450.00	2.00
M & R EQUIPMENT	10-10-5400-160	3,800.00	0.00	0.00	0.00	3,800.00	0.00
M&R AUTO	10-10-5400-170	700.00	0.00	0.00	0.00	700.00	0.00
AUTO SUPPLIES	10-10-5400-310	800.00	0.00	0.00	0.00	800.00	0.00
DEPARTMENT SUPPLIES	10-10-5400-330	3,500.00	2,316.76	2,316.76	0.00	1,183.24	66.19
PLANNING BOARD	10-10-5400-331	250.00	0.00	0.00	0.00	250.00	0.00
BOARD OF ADJUSTMENT	10-10-5400-332	250.00	0.00	0.00	0.00	250.00	0.00
CONTRACT SERVICES - BU	10-10-5400-450	1,250.00	0.00	0.00	0.00	1,250.00	0.00
FIRE INSPECTIONS	10-10-5400-451	250.00	0.00	0.00	0.00	250.00	0.00
DUES & SUBSCRIPTIONS	10-10-5400-530	700.00	120.00	120.00	0.00	580.00	17.14
TOTAL DEPT: (5400) BUILDING & ZONING		84,200.00	8,093.47	8,093.47	0.00	76,106.53	9.61

08/30/16 Fiscal Year: 2017  
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**TOWN OF MONTREAT**  
**Encumbrances & Expenditure Statement**  
 Period Ending: July 31, 2016  
**10 GENERAL FUND**

Selected Department Page 6  
 (ALL) All Departments

Account Description	Account No	Budget Amount	Activity This Period	Expenditure Year to Date	Encumbrance Year to Date	Unencumbered Balance	% Spent
DEPT (5550) PUBLIC WORKS							
SALARIES & WAGES	10-20-5550-020	54,800.00	4,297.54	4,297.54	0.00	50,502.46	7.84
FICA EXPENSE	10-20-5550-050	4,200.00	328.77	328.77	0.00	3,871.23	7.82
GROUP HEALTH INSURANCE	10-20-5550-060	8,300.00	688.43	688.43	0.00	7,611.57	8.29
RETIREMENT EXPENSE	10-20-5550-070	6,800.00	529.18	529.18	0.00	6,270.82	7.78
TELEPHONE	10-20-5550-110	700.00	62.11	62.11	0.00	637.89	8.87
TRAVEL & TRAINING	10-20-5550-140	1,200.00	0.00	0.00	0.00	1,200.00	0.00
M&R TRUCKS	10-20-5550-170	500.00	0.00	0.00	0.00	500.00	0.00
AUTO SUPPLIES	10-20-5550-310	3,500.00	309.94	309.94	0.00	3,190.06	8.85
DEPARTMENTAL SUPPLIES	10-20-5550-330	2,500.00	0.00	0.00	0.00	2,500.00	0.00
UNIFORMS	10-20-5550-360	500.00	0.00	0.00	0.00	500.00	0.00
STORMWATER PROGRAM	10-20-5550-370	2,500.00	860.00	860.00	0.00	1,640.00	34.40
INDIRECT COST ALLOCATI	10-20-5550-480	-5,100.00	0.00	0.00	0.00	-5,100.00	0.00
TOTAL DEPT: (5550) PUBLIC WORKS		80,400.00	7,075.97	7,075.97	0.00	73,324.03	8.80

08/30/16 Fiscal Year: 2017  
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**TOWN OF MONTREAL**  
**Encumbrances & Expenditure Statement**  
 Period Ending: July 31, 2016  
**10 GENERAL FUND**

Selected Department Page 7  
 (ALL) All Departments

Account Description	Account No	Budget Amount	Activity This Period	Expenditure Year to Date	Encumbrance Year to Date	Unencumbered Balance	% Spent
DEPT (5600) STREET DEPARTMENT							
SALARIES & WAGES	10-20-5600-020	111,400.00	8,602.21	8,602.21	0.00	102,797.79	7.72
FICA EXPENSE	10-20-5600-050	8,600.00	658.07	658.07	0.00	7,941.93	7.65
GROUP INSURANCE	10-20-5600-060	24,900.00	2,065.29	2,065.29	0.00	22,834.71	8.29
RETIREMENT EXPENSE	10-20-5600-070	13,700.00	896.99	896.99	0.00	12,803.01	6.54
TRAVEL & TRAINING	10-20-5600-140	2,000.00	0.00	0.00	0.00	2,000.00	0.00
M & R EQUIPMENT	10-20-5600-160	2,000.00	0.00	0.00	0.00	2,000.00	0.00
M & R TRUCKS	10-20-5600-170	3,500.00	0.00	0.00	0.00	3,500.00	0.00
AUTO SUPPLIES (GAS, OI	10-20-5600-310	8,000.00	878.38	878.38	0.00	7,121.62	10.98
DEPARTMENT SUPPLIES -	10-20-5600-330	5,000.00	395.20	395.20	0.00	4,604.80	7.90
REPAIRING AND WIDENING	10-20-5600-340	40,000.00	0.00	0.00	0.00	40,000.00	0.00
UNIFORMS	10-20-5600-360	2,000.00	199.99	199.99	0.00	1,800.01	10.00
CONTRACT SERVICE	10-20-5600-450	12,000.00	294.00	294.00	0.00	11,706.00	2.45
INDIRECT COST ALLOCATI	10-20-5600-480	-49,000.00	0.00	0.00	0.00	-49,000.00	0.00
CAPITAL OUTLAY	10-20-5600-730	436,500.00	2,309.80	2,309.80	0.00	434,190.20	0.52
STREET LIGHTING	10-20-5600-740	23,500.00	1,856.20	1,856.20	0.00	21,643.80	7.89
STORMWATER IMPROVEMENT	10-20-5600-745	3,000.00	0.00	0.00	0.00	3,000.00	0.00
ROAD MAINTENANCE	10-20-5600-750	8,000.00	173.01	173.01	0.00	7,826.99	2.16
SIGNS AND PAINTING	10-20-5600-755	4,500.00	0.00	0.00	0.00	4,500.00	0.00
BRIDGE INSPECTION	10-20-5600-760	2,000.00	0.00	0.00	0.00	2,000.00	0.00
SURVEYS AND MAPPING	10-20-5600-765	2,000.00	0.00	0.00	0.00	2,000.00	0.00
SNOW REMOVAL	10-20-5600-770	2,000.00	0.00	0.00	0.00	2,000.00	0.00
DEBT PAYMENT	10-20-5600-900	29,400.00	0.00	0.00	0.00	29,400.00	0.00
TOTAL DEPT: (5600) STREET DEPARTMENT		695,000.00	18,329.14	18,329.14	0.00	676,670.86	2.63



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Fiscal Year: 2017  
Fiscal Month Range: 1-1

**TOWN OF MONTREAT**  
**Encumbrances & Expenditure Statement**  
Period Ending: July 31, 2016  
**10 GENERAL FUND**

Selected Department      Page 8  
(ALL) All Departments

Account Description	Account No	Budget Amount	Activity This Period	Expenditure Year to Date	Encumbrance Year to Date	Unencumbered Balance	% Spent
DEPT (5800) SANITATION							
SALARIES AND WAGES	10-30-5800-020	33,700.00	2,642.28	2,642.28	0.00	31,057.72	7.84
CONTRACT SERVICES	10-30-5800-040	15,000.00	1,488.00	1,488.00	0.00	13,512.00	9.92
FICA EXPENSE	10-30-5800-050	2,600.00	202.14	202.14	0.00	2,397.86	7.77
GROUP HEALTH INSURANCE	10-30-5800-060	8,300.00	688.43	688.43	0.00	7,611.57	8.29
RETIREMENT - LOCAL GOV	10-30-5800-070	4,200.00	325.35	325.35	0.00	3,874.65	7.74
TELEPHONE	10-30-5800-110	750.00	43.78	43.78	0.00	706.22	5.83
UTILITIES	10-30-5800-130	500.00	40.66	40.66	0.00	459.34	8.13
M & R EQUIPMENT	10-30-5800-160	400.00	0.00	0.00	0.00	400.00	0.00
M & R - TRUCKS	10-30-5800-170	1,500.00	0.00	0.00	0.00	1,500.00	0.00
AUTO SUPPLIES	10-30-5800-310	5,000.00	251.14	251.14	0.00	4,748.86	5.02
SUPPLIES/TOOLS	10-30-5800-330	1,000.00	0.00	0.00	0.00	1,000.00	0.00
UNIFORMS	10-30-5800-360	750.00	0.00	0.00	0.00	750.00	0.00
CONTRACT - DUMPSTER SE	10-30-5800-451	12,500.00	644.51	644.51	0.00	11,855.49	5.15
TIPPING FEES	10-30-5800-550	12,000.00	0.00	0.00	0.00	12,000.00	0.00
CAPITAL OUTLAY - SANIT	10-30-5800-730	16,000.00	0.00	0.00	0.00	16,000.00	0.00
TOTAL DEPT: (5800) SANITATION		114,200.00	6,326.29	6,326.29	0.00	107,873.71	5.53

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Fiscal Year: 2017  
Fiscal Month Range: 1-1

TOWN OF MONTREAT  
**Encumbrances & Expenditure Statement**  
Period Ending: July 31, 2016  
**10 GENERAL FUND**

Selected Department      Page 9  
(ALL) All Departments

Account Description	Account No	Budget Amount	Activity This Period	Expenditure Year to Date	Encumbrance Year to Date	Unencumbered Balance	% Spent
DEPT (6190) ENVIRONMENT, CONSERVATION & RECREATION							
LANDCARE	10-80-6190-340	3,000.00	0.00	0.00	0.00	3,000.00	0.00
Landcare - Hemlocks	10-80-6190-452	10,000.00	0.00	0.00	0.00	10,000.00	0.00
OPEN SPACE CONSERVATIO	10-80-6190-710	5,000.00	0.00	0.00	0.00	5,000.00	0.00
TOTAL DEPT: (6190) ENVIRONMENT, CONSERVATION & REC		18,000.00	0.00	0.00	0.00	18,000.00	0.00
TOTAL FUND: (10) GENERAL FUND		1,879,000.00	148,327.43	148,327.43	0.00	1,730,672.57	7.89

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Fiscal Year: 2017  
Fiscal Month Range: 1-1

**TOWN OF MONTREAT**  
**Revenue Statement**  
Period Ending: July 31, 2016  
**30 WATER FUND**

Selected Department *Page 3*  
(ALL) All Departments

Account Description	Account Number	Estimated Revenue	Activity This Period	Revenue To Date	Uncollected To Date	Percent Collected %
MSD BILLING FEES REVENUE	30-91-3400-400	20,000.00	0.00	0.00	20,000.00	0.00
WATER SALES	30-91-3500-500	143,500.00	18,383.61	18,383.61	125,116.39	12.81
WATER ACCESS FEES	30-91-3500-600	165,000.00	14,004.22	14,004.22	150,995.78	8.48
BILLING FEE REVENUE	30-91-3500-800	1,000.00	89.60	89.60	910.40	8.96
WATER TAPS	30-91-3505-500	2,000.00	0.00	0.00	2,000.00	0.00
WATER TRANSFER FEES	30-91-3505-700	1,000.00	75.00	75.00	925.00	7.50
INTEREST ON INVESTMENTS	30-91-3805-800	500.00	20.08	20.08	479.92	4.01
MISC REVENUE	30-91-3810-800	500.00	0.00	0.00	500.00	0.00
LATE FEES	30-91-3815-800	3,000.00	294.25	294.25	2,705.75	9.80
CASH OVER/ CASH SHORT	30-91-3825-800	0.00	13.88	13.88	-13.88	0.00
TOTAL FUND REVENUE:		336,500.00	32,880.64	32,880.64	303,619.36	9.77
TOTAL REVENUE:		2,215,500.00	48,257.91	48,257.91	2,167,242.09	2.17%

08/30/16 Fiscal Year: 2017  
 17:52:50 Fiscal Month Range: | - |  
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**TOWN OF MONTREAT**  
**Encumbrances & Expenditure Statement**  
 Period Ending: July 31, 2016  
**30 WATER FUND**

Selected Department *Page 10*  
 (ALL) All Departments

Account Description	Account No	Budget Amount	Activity This Period	Expenditure Year to Date	Encumbrance Year to Date	Unencumbered Balance	% Spent
DEPT (8100) WATER DEPARTMENT							
WATER SAMPLES	30-91-8100-030	8,500.00	30.00	30.00	0.00	8,470.00	0.35
COOP - WATER PURCHASES	30-91-8100-090	500.00	0.00	0.00	0.00	500.00	0.00
POSTAGE	30-91-8100-100	3,000.00	190.45	190.45	0.00	2,809.55	6.34
TELEPHONE	30-91-8100-110	2,500.00	168.01	168.01	0.00	2,331.99	6.72
UTILITIES	30-91-8100-130	30,600.00	2,292.15	2,292.15	0.00	28,307.85	7.49
TRAVEL & TRAINING	30-91-8100-140	2,000.00	0.00	0.00	0.00	2,000.00	0.00
M & R WELLS	30-91-8100-150	28,000.00	0.00	0.00	0.00	28,000.00	0.00
M & R EQUIPMENT	30-91-8100-160	10,000.00	0.00	0.00	0.00	10,000.00	0.00
AUTO SUPPLIES	30-91-8100-310	5,500.00	696.76	696.76	0.00	4,803.24	12.66
DEPARTMENT SUPPLIES	30-91-8100-330	2,500.00	276.31	276.31	0.00	2,223.69	11.05
INDIRECT COST ALLOCATI	30-91-8100-480	86,800.00	0.00	0.00	0.00	86,800.00	0.00
DUES & SUBSCRIPTIONS	30-91-8100-530	2,000.00	0.00	0.00	0.00	2,000.00	0.00
CAPITAL OUTLAY	30-91-8100-730	57,000.00	0.00	0.00	0.00	57,000.00	0.00
DEBT PAYMENT	30-91-8100-900	97,600.00	0.00	0.00	0.00	97,600.00	0.00
TOTAL DEPT: (8100) WATER DEPARTMENT		336,500.00	3,653.68	3,653.68	0.00	332,846.32	1.08
TOTAL FUND: (30) WATER FUND		336,500.00	3,653.68	3,653.68	0.00	332,846.32	1.08
TOTAL EXPENDITURES		2,215,500.00	151,981.11	151,981.11	0.00	2,063,518.89	6.85

**Town of Montreat**  
**August 2016 Zoning & Building Inspections Report**

**Zoning/Building Permit Applications:**

<u>Last Name</u>	<u>First Name</u>	<u>Montreat Address</u>	<u>Zoning Compliance Date</u>	<u>Permit #</u>	<u>Permit Date</u>	<u>Description</u>
Barclay	Amy	310 Texas Road	N/A	5190	7/29/2016	Plumbing Repairs
Dubard	Mary	156 Virginia Road	N/A	5191	8/1/2016	Mechanical - Change Out
Underwood	Emory	120 John Knox Road	N/A	5192	8/8/2016	Residential - Basement Storage Area
Hollins	William	116 Shenandoah Terrace	N/A	5193	8/8/2016	Residential - Kitchen Remodel
Rogers	Luwilda	110 Virginia Road	N/A	5194	8/9/2016	Residential - Interior Renovation
Florida Terrace LLC		370 Florida Terrace	N/A	5195-E	8/12/2016	Commercial - Add Fire/Egress Features
Montreat College		400-B Assembly Circle	N/A	5196	8/10/2016	Commercial - Roof Overbuild
Florida Terrace LLC		370 Florida Terrace	8/16/2016 (Review)	5197	8/16/2016	Commercial - Change in Occupancy
Evans-McIver LLC		138 Mississippi Road	N/A	5198	8/16/2016	Plumbing Repairs
Rinker	Barbara	509 Greybeard Trail	N/A	5199	8/17/2016	Mechanical - Gas Piping Branch
Sawyer	George	324 Chapman Road	N/A	5200	8/19/2016	Residential - Exterior Stairway

**ZONING ACTIVITY**

<b><u>Zoning Permit Applications:</u></b>	None
<b><u>Variance/Interpretation Requests:</u></b>	None
<b><u>Conditional Use Requests:</u></b>	None
<b><u>Permit Extensions Requested:</u></b>	None
<b><u>Sign Permit Applications:</u></b>	1
<b><u>Violations Reported:</u></b>	None

**BUILDING INSPECTIONS**

<b><u>Building Permit Applications:</u></b>	10
<b><u>Building Inspections Requested:</u></b>	29
<b><u>Re-inspections Requested/Required:</u></b>	6
<b><u>Fire Inspections Requested/Required:</u></b>	None
<b><u>Fire Permit Applications:</u></b>	None

**Totals**

<b><u>Approved Zoning Permits:</u></b>	None
<b><u>Denied Zoning Permits:</u></b>	None
<b><u>Pending Zoning Permits:</u></b>	None
<b><u>Variance/Interpretation Granted:</u></b>	None
<b><u>Conditional Use Permits Granted:</u></b>	None
<b><u>Permit Extensions Granted:</u></b>	None
<b><u>Sign Permits Issued:</u></b>	1
<b><u>Notice of Violation (NOV):</u></b>	None

**Totals**

<b><u>Building Permits Issued:</u></b>	10
<b><u>Pending Building Permits:</u></b>	None
<b><u>Building Inspections Performed:</u></b>	35
<b><u>*Stop Work Order Issued:</u></b>	None
<b><u>**Defective Building Posted:</u></b>	None
<b><u>Denied Building Permits:</u></b>	None
<b><u>Fire Inspections Performed:</u></b>	None
<b><u>Fire Re-Inspections Performed:</u></b>	None
<b><u>Fire Permits Issued:</u></b>	None

# Zoning Permits Report

Permits for 08/01/2016 to 08/25/2016

Report Date 08/25/2016

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Permit: Z2008-0265	Issued: 08/03/2016	Expires: 08/22/2016	Property Owner: MOUNTAIN RETREAT
Applicant: MONTREAT COLLEGE	Location: 302 LOOKOUT ROAD		Inspector:
Permit Type: SIGN PERMIT-TEMPORARY	Details: MONTREAT COLLEGE	Cost: 0	ID: 200037-Z000279

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# Combo Basic Report

Permits for 08/01/2016 to 08/25/2016

Report Date 08/25/2016

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Source: Mechanical    Permit: U2012-5191    Date Issued: 08/01/2016    Permit Expires: 08/01/2017    ID: 100445-M000257  
Applicant: GENTRY HEATING INC.: NASH JAME    Location: 156 VIRGINIA RD  
Permit Type: CHANGE OUT    Structure: EXISTING SFR/RENTAL    Cost Est: 0  
Property Owner: MARY B DUBARD    PIN: 071075153900000

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Source: Building    Permit: U2012-5192    Date Issued: 08/08/2016    Permit Expires: 02/08/2017    ID: 100568-B000632  
Applicant: EMORY M UNDERWOOD    Location: 120 JOHN KNOX RD  
Permit Type: RES. IMPROVEMENTS    Structure: EXISTING HOME    Cost Est: 4000  
Property Owner: EMORY M UNDERWOOD    PIN: 071065032700000

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Source: Building    Permit: U2012-5193    Date Issued: 08/08/2016    Permit Expires: 02/08/2017    ID: 100069-B000633  
Applicant: TOM AMES    Location: 116 SHENANDOAH TER  
Permit Type: RES. IMPROVEMENTS    Structure: EXISTING HOME    Cost Est: 0  
Property Owner: WILLIAM G HOLLINS    PIN: 071073090900000

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Source: Building    Permit: U2012-5194    Date Issued: 08/09/2016    Permit Expires: 02/09/2017    ID: 100182-B000634  
Applicant: JENNIFER RODRIGUEZ    Location: 110 VIRGINIA RD  
Permit Type: RES. IMPROVEMENTS    Structure: EXISTING HOME/RENTAL    Cost Est: 25000  
Property Owner: LUWILDA MCKAIG ROGERS    PIN: 071064330600000

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Source: Building    Permit: U2012-5195-E    Date Issued: 08/12/2016    Permit Expires: 02/12/2017    ID: 200033-B000638  
Applicant: MONTREAT COLLEGE    Location: 370 FLORIDA TERRACE  
Permit Type: COMM. IMPROVEMENTS    Structure: ANDERSON HOUSE    Cost Est: 0  
Property Owner: FLORIDA TERRACE, LLC    PIN: 072016126100000

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Source: Building    Permit: U2012-5196    Date Issued: 08/10/2016    Permit Expires: 02/10/2017    ID: 200075-B000636  
Applicant: H & M CONSTRUCTORS, INC.: CANN    Location: 400-B ASSEMBLY CIRCLE  
Permit Type: COMM. IMPROVEMENTS    Structure: HOWERTON DORMITORY    Cost Est: 514709  
Property Owner: MONTREAT COLLEGE    PIN: 072006828000000-HWRTND

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Source: Building    Permit: U2012-5197    Date Issued: 08/16/2016    Permit Expires: / /    ID: 200033-B000640  
Applicant: FLORIDA TERRACE, LLC    Location: 370 FLORIDA TERRACE  
Permit Type: OCCUPANCY CHANGE    Structure: ANDERSON HOUSE    Cost Est: 0  
Property Owner: FLORIDA TERRACE, LLC    PIN: 072016126100000

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Source: Plumbing    Permit: U2012-5198    Date Issued: 08/16/2016    Permit Expires: 02/16/2017    ID: 100285-P000134  
Applicant: BARLOWE PLUMBING SERVICE, INC.    Location: 138 MISSISSIPPI RD  
Permit Type: PLUMBING REPAIRS    Structure: EXISTING HOME    Cost Est: 100  
Property Owner: EVANS-MCIVER LLC    PIN: 071054588000000

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Source: Mechanical    Permit: U2012-5199    Date Issued: 08/17/2016    Permit Expires: 02/17/2017    ID: 100858-M000258  
Applicant: RB'S GAS, INC.: SIMS DENNIS RO    Location: 509 GREYBEARD TRL  
Permit Type: GAS    Structure: EXISTING SFR/RENTAL    Cost Est: 0  
Property Owner: BARBARA J RINKER    PIN: 072008469400000

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# Combo Basic Report

Permits for 08/01/2016 to 08/25/2016

Report Date 08/25/2016

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Source: Building	Permit: U2012-5200	Date Issued: 08/19/2016	Permit Expires: 02/18/2017	ID: 100749-B000641
Applicant: EWING & MCCONNAUGHY, INC.:		Location: 324 CHAPMAN RD		
Permit Type: RES. IMPROVEMENTS		Structure: EXISTING HOME		Cost Est: 8000
Property Owner: GEORGE P SAWYER			PIN: 072005307700000	

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# Fee Detail Subsort Report

Report for 07/01/2016 to 08/25/2016

Sorted by Permit Number

Report Date 08/25/2016

Source	Permit	Date	Permit Type	Fee Type	Account	Fee Amount	Surcharge
Mechanical	U2012-5182	07/11/2016	CHANGE OUT	MECHANICAL		\$100.00	
Item Count	1				Fee Totals	\$100.00	
Project	U2012-5183	07/12/2016	WALKWAY	COMM. REPAIRS		\$300.00	
Item Count	1				Fee Totals	\$300.00	
Building	U2012-5184	07/12/2016	RES.	PERMIT		\$50.00	
Item Count	1				Fee Totals	\$50.00	
Mechanical	U2012-5186	07/14/2016	CHANGE OUT	MECHANICAL		\$100.00	
Item Count	1				Fee Totals	\$100.00	
Mechanical	U2012-5187	07/14/2016	CHANGE OUT	MECHANICAL		\$100.00	
Item Count	1				Fee Totals	\$100.00	
Mechanical	U2012-5189	07/21/2016	CHANGE OUT	MECHANICAL	25506738	\$100.00	
Item Count	1				Fee Totals	\$100.00	
Plumbing	U2012-5190	07/29/2016	PLUMBING	PLUMBING	25686147	\$100.00	
Item Count	1				Fee Totals	\$100.00	
Mechanical	U2012-5191	08/01/2016	CHANGE OUT	MECHANICAL		\$100.00	
Item Count	1				Fee Totals	\$100.00	
Building	U2012-5192	08/08/2016	RES.	PERMIT		\$50.00	
Item Count	1				Fee Totals	\$50.00	
Building	U2012-5193	08/08/2016	RES.	ELECTRICAL	25899042	\$100.00	
Building	U2012-5193	08/08/2016	RES.	ADJUSTMENT	25899042	\$-30.00	
Building	U2012-5193	08/08/2016	RES.	PERMIT	25899042	\$30.00	
Building	U2012-5193	08/08/2016	RES.	PLUMBING	25899042	\$100.00	
Item Count	4				Fee Totals	\$200.00	
Building	U2012-5194	08/09/2016	RES.	PLUMBING		\$100.00	
Building	U2012-5194	08/09/2016	RES.	ELECTRICAL		\$100.00	
Building	U2012-5194	08/09/2016	RES.	HR FUND		\$10.00	
Building	U2012-5194	08/09/2016	RES.	PERMIT		\$150.00	
Item Count	4				Fee Totals	\$360.00	
Building	U2012-5195-E	08/12/2016	COMM.	ELECTRICAL	25946002	\$100.00	
Item Count	1				Fee Totals	\$100.00	

# Fee Detail Subsort Report

Report for 07/01/2016 to 08/25/2016

Sorted by Permit Number

Report Date 08/25/2016

Source	Permit	Date	Permit Type	Fee Type	Account	Fee Amount	Surcharge
Building	U2012-5196	08/10/2016	COMM.	COMM.		\$5,147.09	
Item Count	1				Fee Totals	\$5,147.09	
Building	U2012-5197	08/16/2016	OCCUPANCY	CERT OF OCC	26075219	\$150.00	
Item Count	1				Fee Totals	\$150.00	
Plumbing	U2012-5198	08/16/2016	PLUMBING	PLUMBING		\$100.00	
Item Count	1				Fee Totals	\$100.00	
Mechanical	U2012-5199	08/17/2016	GAS	GAS		\$75.00	
Item Count	1				Fee Totals	\$75.00	
Building	U2012-5200	08/19/2016	RES.	PERMIT		\$48.00	
Building	U2012-5200	08/19/2016	RES.	ADJUSTMENT		\$2.00	
Item Count	2				Fee Totals	\$50.00	
Item Count	24				Fee Totals	\$7,182.09	

# Fee Detail Subsort Report

Report for 07/01/2015 to 08/31/2015

Sorted by Permit Number

Report Date 08/25/2016

Source	Permit	Date	Permit Type	Fee Type	Account	Fee Amount	Surcharge
Building	U2012-5087	07/06/2015	RES. REPAIRS	RES. REPAIRS		\$90.00	
Item Count	1				Fee Totals	\$90.00	
Building	U2012-5088	07/07/2015	COMM.	PLUMBING (X2)		\$200.00	
Building	U2012-5088	07/07/2015	COMM.	COMM.		\$3,000.00	
Building	U2012-5088	07/07/2015	COMM.	ELECTRICAL		\$200.00	
Item Count	3				Fee Totals	\$3,400.00	
Mechanical	U2012-5089	07/09/2015	CHANGE OUT	MECHANICAL		\$100.00	
Item Count	1				Fee Totals	\$100.00	
Building	U2012-5090	07/13/2015	RES.	PERMIT		\$56.70	
Building	U2012-5090	07/13/2015	RES.	HR FUND		\$10.00	
Item Count	2				Fee Totals	\$66.70	
Mechanical	U2012-5091	07/14/2015	CHANGE OUT	MECHANICAL		\$100.00	
Item Count	1				Fee Totals	\$100.00	
Plumbing	U2012-5092	07/14/2015	PLUMBING	PLUMBING		\$100.00	
Item Count	1				Fee Totals	\$100.00	
Building	U2012-5093	07/15/2015	COMM.	COMM.	19073109	\$300.00	
Building	U2012-5093	07/15/2015	COMM.	WORK W/O	19073109	\$300.00	
Item Count	2				Fee Totals	\$600.00	
Building	U2012-5094	07/16/2015	RES. REPAIRS	RES. REPAIRS		\$40.00	
Item Count	1				Fee Totals	\$40.00	
Building	U2012-5095	07/21/2015	RES.	PLUMBING		\$200.00	
Building	U2012-5095	07/21/2015	RES.	PERMIT		\$516.00	
Building	U2012-5095	07/21/2015	RES.	ELECTRICAL		\$100.00	
Building	U2012-5095	07/21/2015	RES.	GAS		\$75.00	
Building	U2012-5095	07/21/2015	RES.	MECHANICAL		\$200.00	
Building	U2012-5095	07/21/2015	RES.	CERT OF OCC		\$60.00	
Building	U2012-5095	07/21/2015	RES.	HR FUND		\$10.00	
Item Count	7				Fee Totals	\$1,161.00	
Mechanical	U2012-5096	07/22/2015	CHANGE OUT	MECHANICAL		\$100.00	
Item Count	1				Fee Totals	\$100.00	
Building	U2012-5097	07/22/2015	COMM.	COMM.	19185541	\$300.00	

# Fee Detail Subsort Report

Report for 07/01/2015 to 08/31/2015

Sorted by Permit Number

Report Date 08/25/2016

Source	Permit	Date	Permit Type	Fee Type	Account	Fee Amount	Surcharge
Item Count	1				Fee Totals	\$300.00	
Electrical	U2012-5098	07/30/2015	ADD	ELECTRICAL		\$100.00	
Item Count	1				Fee Totals	\$100.00	
Plumbing	U2012-5099	07/31/2015	REPLACE SEWER	PLUMBING		\$100.00	
Item Count	1				Fee Totals	\$100.00	
Building	U2012-5100	08/03/2015	TELECOM	IM STUDY REVIEW		\$500.00	
Building	U2012-5100	08/03/2015	TELECOM	PLAN REVIEW		\$500.00	
Item Count	2				Fee Totals	\$1,000.00	
Building	U2012-5101	08/03/2015	DECK REPLACE	DECK REPLACE		\$108.00	
Item Count	1				Fee Totals	\$108.00	
Building	U2012-5102	08/03/2015	RES.	PERMIT		\$90.00	
Item Count	1				Fee Totals	\$90.00	
Building	U2012-5103	08/04/2015	RES.	PLUMBING		\$200.00	
Building	U2012-5103	08/04/2015	RES.	ELECTRICAL		\$100.00	
Building	U2012-5103	08/04/2015	RES.	PERMIT		\$660.00	
Item Count	3				Fee Totals	\$960.00	
Plumbing	U2012-5104	08/05/2015	PLUMBING	PLUMBING		\$100.00	
Item Count	1				Fee Totals	\$100.00	
Mechanical	U2012-5106	08/05/2015	CHANGE OUT	MECHANICAL	19437042	\$100.00	
Item Count	1				Fee Totals	\$100.00	
Electrical	U2012-5107	08/17/2015	ADD INDOOR	ELECTRICAL	19612670	\$100.00	
Item Count	1				Fee Totals	\$100.00	
Building	U2012-5108	08/17/2015	RES. REPAIRS	ELECTRICAL		\$100.00	
Building	U2012-5108	08/17/2015	RES. REPAIRS	RES. REPAIRS		\$88.20	
Item Count	2				Fee Totals	\$188.20	
Electrical	U2012-5109	08/20/2015	SERVICE	INSPECTION		\$100.00	
Item Count	1				Fee Totals	\$100.00	
Building	U2012-5110	08/20/2015	RES.	PLUMBING		\$100.00	
Building	U2012-5110	08/20/2015	RES.	HR FUND		\$10.00	
Building	U2012-5110	08/20/2015	RES.	PERMIT		\$360.00	

# Fee Detail Subsort Report

Report for 07/01/2015 to 08/31/2015

Sorted by Permit Number

Report Date 08/25/2016

Source	Permit	Date	Permit Type	Fee Type	Account	Fee Amount	Surcharge
Building	U2012-5110	08/20/2015	RES.	ELECTRICAL		\$100.00	
Item Count	4				Fee Totals	\$570.00	
Item Count	40				Fee Totals	\$9,573.90	

# Fee Detail Subsort Report

Report for 07/01/2014 to 08/31/2014

Sorted by Permit Number

Report Date 08/25/2016

Source	Permit	Date	Permit Type	Fee Type	Account	Fee Amount	Surcharge
Mechanical	U2012-4963-M	08/14/2014	CHANGE OUT	BOILER SYSTEM		\$100.00	
Mechanical	U2012-4963-M	08/14/2014	CHANGE OUT	ADJUSTMENT		\$441.20	
<b>Item Count</b>	<b>2</b>				<b>Fee Totals</b>	<b>\$541.20</b>	
Mechanical	U2012-4984	06/24/2014	ADD HEAT PUMP	MECHANICAL		\$100.00	
<b>Item Count</b>	<b>1</b>				<b>Fee Totals</b>	<b>\$100.00</b>	
Building	U2012-4985	07/03/2014	RES.	MECHANICAL		\$100.00	
Building	U2012-4985	07/03/2014	RES.	PERMIT		\$108.00	
Building	U2012-4985	07/03/2014	RES.	HR FUND		\$10.00	
Building	U2012-4985	07/03/2014	RES.	ELECTRICAL		\$200.00	
Building	U2012-4985	07/03/2014	RES.	PLUMBING		\$200.00	
<b>Item Count</b>	<b>5</b>				<b>Fee Totals</b>	<b>\$618.00</b>	
Building	U2012-4986	07/03/2014	RES.	PERMIT		\$120.00	
<b>Item Count</b>	<b>1</b>				<b>Fee Totals</b>	<b>\$120.00</b>	
Plumbing	U2012-4987	07/07/2014	PLUMBING	PLUMBING		\$100.00	
<b>Item Count</b>	<b>1</b>				<b>Fee Totals</b>	<b>\$100.00</b>	
Mechanical	U2012-4988	07/10/2014	CHANGE OUT	MECHANICAL		\$100.00	
<b>Item Count</b>	<b>1</b>				<b>Fee Totals</b>	<b>\$100.00</b>	
Building	U2012-4989	07/16/2014	RES. RE-ROOF	RE-ROOF		\$50.00	
<b>Item Count</b>	<b>1</b>				<b>Fee Totals</b>	<b>\$50.00</b>	
Building	U2012-4990	07/17/2014	RES	ELECTRICAL		\$200.00	
Building	U2012-4990	07/17/2014	RES	CERT OF OCC		\$60.00	
Building	U2012-4990	07/17/2014	RES	MECHANICAL		\$200.00	
Building	U2012-4990	07/17/2014	RES	PERMIT		\$900.00	
Building	U2012-4990	07/17/2014	RES	PLUMBING		\$200.00	
Building	U2012-4990	07/17/2014	RES	HR FUND		\$10.00	
Building	U2012-4990	07/17/2014	RES	GAS		\$75.00	
<b>Item Count</b>	<b>7</b>				<b>Fee Totals</b>	<b>\$1,645.00</b>	
Mechanical	U2012-4991	08/08/2014	CHANGE OUT	MECHANICAL		\$100.00	
<b>Item Count</b>	<b>1</b>				<b>Fee Totals</b>	<b>\$100.00</b>	
Building	U2012-4992	08/08/2014	RES.	PERMIT		\$132.00	
Building	U2012-4992	08/08/2014	RES.	ELECTRICAL		\$100.00	
<b>Item Count</b>	<b>2</b>				<b>Fee Totals</b>	<b>\$232.00</b>	
Plumbing	U2012-4993	08/14/2014	PLUMBING	PLUMBING		\$100.00	



# Fee Detail Subsort Report

Report for 07/01/2014 to 08/31/2014

Sorted by Permit Number

Report Date 08/25/2016

Source	Permit	Date	Permit Type	Fee Type	Account	Fee Amount	Surcharge
Item Count 1						Fee Totals	\$100.00
Plumbing	U2012-4994	08/14/2014	PLUMBING	PLUMBING		\$100.00	
Item Count 1						Fee Totals	\$100.00
Plumbing	U2012-4995	08/14/2014	PLUMBING	PLUMBING		\$100.00	
Item Count 1						Fee Totals	\$100.00
Plumbing	U2012-4996	08/14/2014	PLUMBING	PLUMBING		\$100.00	
Item Count 1						Fee Totals	\$100.00
Building	U2012-4997	08/20/2014	RES.	ELECTRICAL		\$100.00	
Building	U2012-4997	08/20/2014	RES.	HR FUND		\$10.00	
Building	U2012-4997	08/20/2014	RES.	PERMIT		\$50.00	
Item Count 3						Fee Totals	\$160.00
Building	U2012-5037	02/03/2015	TELECOM	COLLOCATION		\$300.00	
Building	U2012-5037	02/03/2015	TELECOM	ELECTRICAL		\$100.00	
Item Count 2						Fee Totals	\$400.00
Item Count 31						Fee Totals	\$4,566.20

# Last Inspect Records

Report for 08/01/2016 to 08/25/2016

Report Date 08/25/2016

Permit	Location	Applicant	Permit Type	Insp Detail	Source	Last Insp	Time	Result	Next Insp	Who
U2012-5173	119 VIRGINIA RD	EWING &	RES.	ELECTRICAL R.I.	Building	08/02/2016	11:30 AM	FAILED	//	DEC
U2012-5168	400-B ASSEMBLY	H & M	COMM. REPAIRS	CONCRETE	Building	08/02/2016	2:30 PM	APPROVED	//	DEC
U2012-5183	310 APPALACHIAN WAY	H & M	WALKWAY	GAITHER STEPS	Project	08/08/2016	11:00 AM	APPROVED	//	DEC
U2012-5192	120 JOHN KNOX RD	EMORY M	RES.	FOOTING	Building	08/11/2016	10:00 AM	FAILED	//	DEC
U2012-5173	119 VIRGINIA RD	EWING &	RES.	MECHANICAL R.I.	Building	08/11/2016	3:00 PM	FAILED	//	DEC
U2012-5173	119 VIRGINIA RD	EWING &	RES.	ELEC. RE-INSPECT	Building	08/11/2016	3:30 PM	APPROVED	//	DEC
U2012-5173	119 VIRGINIA RD	EWING &	RES.	FRAMING	Building	08/11/2016	3:45 PM	FAILED	//	DEC
U2012-5192	120 JOHN KNOX RD	EMORY M	RES.	FOOTING RE-INSPE.	Building	08/12/2016	09:30 AM	APPROVED	//	DEC
U2012-5194	110 VIRGINIA RD	JENNIFER	RES.	ELECTRICAL R.I.	Building	08/12/2016	10:30 AM	FAILED	//	DEC
U2012-5194	110 VIRGINIA RD	JENNIFER	RES.	FRAMING	Building	08/12/2016	11:00 AM	*APPROVED	//	DEC
U2012-5195-E	370 FLORIDA TERRACE	MONTREAT	COMM.	ELECTRICAL	Building	08/15/2016	10:00 AM	FAILED	//	DEC
U2012-5112	406 APPALACHIAN WAY	MOUNTAIN	SINGLE FAMILY	BUILDING FINAL	Building	08/15/2016	3:00 PM	APPROVED	//	DEC
U2012-5112	406 APPALACHIAN WAY	MOUNTAIN	SINGLE FAMILY	ELECTRICAL	Building	08/15/2016	3:15 PM	FAILED	//	DEC
U2012-5112	406 APPALACHIAN WAY	MOUNTAIN	SINGLE FAMILY	MECH. FINAL	Building	08/15/2016	3:30 PM	INCOMPLET	//	DEC
U2012-5141	554 COVENANT LANE	EWING &	SINGLE FAMILY	E & S CONTROL	Building	08/16/2016	4:15 PM	VIOLATION	//	DEC
U2012-5195-E	370 FLORIDA TERRACE	MONTREAT	COMM.	ELEC. RE-INSPECT	Building	08/17/2016	09:00 AM	APPROVED	//	DEC
U2012-5187	307 LOOKOUT ROAD	HAYNES HEATING	CHANGE OUT	MECH.	Mechanical	08/17/2016	11:30 AM	FAILED	//	DEC
U2012-5138	218 TENNESSEE ROAD	SINEATH	RES.	STORMWATER	Building	08/17/2016	1:30 PM	APPROVED	//	DEC
U2012-5194	110 VIRGINIA RD	JENNIFER	RES.	ELEC. RE-INSPECT	Building	08/17/2016	2:30 PM	APPROVED	//	DEC
U2012-5194	110 VIRGINIA RD	JENNIFER	RES.	PLUMBING R.I.	Building	08/17/2016	2:45 PM	APPROVED	//	DEC
U2012-5173	119 VIRGINIA RD	EWING &	RES.	MECH.	Building	08/18/2016	09:30 AM	APPROVED	//	DEC
U2012-5173	119 VIRGINIA RD	EWING &	RES.	INSULATION	Building	08/18/2016	10:00 AM	INCOMPLET	//	DEC
U2012-5173	119 VIRGINIA RD	EWING &	RES.	FRMNG.	Building	08/18/2016	10:15 AM	APPROVED	//	DEC
U2012-5189	129 JOHN KNOX RD	MCNUTT SERVICE	CHANGE OUT	MECH.	Mechanical	08/18/2016	10:45 AM	*APPROVED	//	DEC
U2012-5199	509 GREYBEARD TRL	RB'S GAS, INC.:	GAS	GAS PIPING	Mechanical	08/18/2016	2:00 PM	APPROVED	//	DEC
U2012-5190	310 TEXAS RD	VINCE'S	PLUMBING	PLUMBING FINAL	Plumbing	08/18/2016	2:30 PM	APPROVED	//	DEC
U2012-5191	156 VIRGINIA RD	GENTRY HEATING	CHANGE OUT	MECH.	Mechanical	08/19/2016	10:00 AM	APPROVED	//	DEC
U2012-5193	116 SHENANDOAH TER	TOM AMES	RES.	ELECTRICAL R.I.	Building	08/22/2016	1:30 PM	FAILED	//	DEC
U2012-5193	116 SHENANDOAH TER	TOM AMES	RES.	PLUMBING R.I.	Building	08/22/2016	1:45 PM	FAILED	//	DEC
U2012-5160	123 MISSISSIPPI RD	E CRAIG EVANS	RES. REPAIRS	FRAMING	Building	08/23/2016	11:30 AM	FAILED	//	DEC
U2012-5193	116 SHENANDOAH TER	TOM AMES	RES.	ELEC. RE-INSPECT	Building	08/24/2016	4:30 PM	APPROVED	//	DEC
U2012-5193	116 SHENANDOAH TER	TOM AMES	RES.	PLUMBING	Building	08/24/2016	4:40 PM	APPROVED	//	DEC
U2012-5141	554 COVENANT LANE	EWING &	SINGLE FAMILY	WTR. SERV/SEWER	Building	08/25/2016	11:00 AM	*APPROVED	//	DEC
U2012-5198	138 MISSISSIPPI RD	BARLOWE	PLUMBING	PLUMBING	Plumbing	08/25/2016	1:30 PM	APPROVED	//	DEC
U2012-5112	406 APPALACHIAN WAY	MOUNTAIN	SINGLE FAMILY	ENG. WALL	Building	08/25/2016	2:00 PM	APPROVED	//	DEC

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# STREET SIGN BANDING POLICY

COMPANY AGREES TO ALLOW CUSTOMER TO BAND STREET SIGNS ON STANDARD OR NON-STANDARD POLES OR POSTS UNDER THE FOLLOWING CONDITIONS:

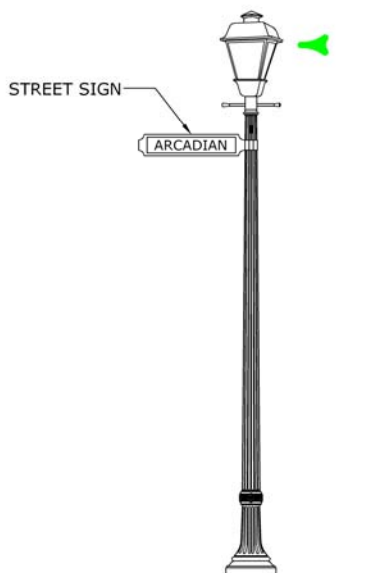
- A. THE STREET SIGN SURFACE AREA SHALL NOT EXCEED 3 SQUARE FEET AND SHALL BE CONSTRUCTED OF EITHER ALUMINUM OR FIBERGLASS. THE BANDING MATERIAL SHALL BE CONSTRUCTED OF STAINLESS STEEL, ALUMINUM OR PLASTIC AND THE ATTACHMENT SHALL NOT DAMAGE THE POLE OR POST.
- B. IF COMPANY LATER DETERMINES THAT THE STRUCTURAL INTEGRITY OF ITS POLES OR POSTS ARE BEING ADVERSELY IMPACTED OR COULD BE ADVERSELY IMPACTED BY THE ATTACHMENT OF THE STREET SIGNS TO ITS POLES OR POSTS, CUSTOMER AGREES TO REMOVE THE SIGNS AT COMPANY'S REQUEST AND AT NO COST TO COMPANY.
- C. CUSTOMER SHALL BAND THE STREET SIGNS AROUND THE POLES OR POSTS AFTER THE POLES OR POSTS HAVE BEEN INSTALLED BY THE COMPANY.
- D. COMPANY SHALL NOT BE RESPONSIBLE FOR REMOVING AND/OR REBANDING CUSTOMER'S STREET SIGNS WHENEVER POLES OR POSTS HAVE TO BE REPLACED OR REPAIRED.
- E. THE BOTTOM OF BANDED STREET SIGNS SHALL NOT BE LOWER THAN 11 FEET FROM THE GROUND AT THE BASE OF THE POLE OR POST, PER NESC CODE.
- F. CUSTOMER COVENANTS AND AGREES THAT NOTHING HEREIN CONTAINED OR CONTEMPLATED IS INTENDED TO INCREASE COMPANY'S RISK OR LIABILITY FOR PERSONAL INJURY OR DEATH OR FOR PROPERTY DAMAGE AND IT IS HEREBY EXPRESSLY UNDERSTOOD AND AGREED THAT COMPANY DOES NOT ASSUME ANY SUCH ADDITIONAL RISK. CUSTOMER, FOR ITSELF AND ITS SUCCESSORS AND ASSIGNS, AGREES THAT IT DOES HEREBY RELIEVE COMPANY OF AND ABSOLVE COMPANY, AND SHALL INDEMNIFY, DEFEND AND HOLD HARMLESS COMPANY FROM ALL SUCH RISK AND LIABILITY ARISING OR GROWING OUT OF THE CUSTOMER'S USE OF, OR ENTRY UPON, OR OCCUPANCY OF COMPANY'S POLES AND FACILITIES AS PROVIDED HEREIN, AND FOR BREACHES OF THE WARRANTIES CONTAINED IN THIS AGREEMENT BY CUSTOMER, ITS CONTRACTORS, SUBCONTRACTORS, AGENTS, EMPLOYEES, OR REPRESENTATIVES.

## NOTES:

A. THIS POLICY DOES NOT INCLUDE ATTACHMENT OF BANNER ARMS, BANNERS OR HOLIDAY DECORATIONS TO PROGRESS ENERGY POLES. SEE THE FOLLOWING CAROLINAS DRAWINGS FOR MORE DETAILS:

➤ 30.01-03, 30.01-04, AND 30.10-05.

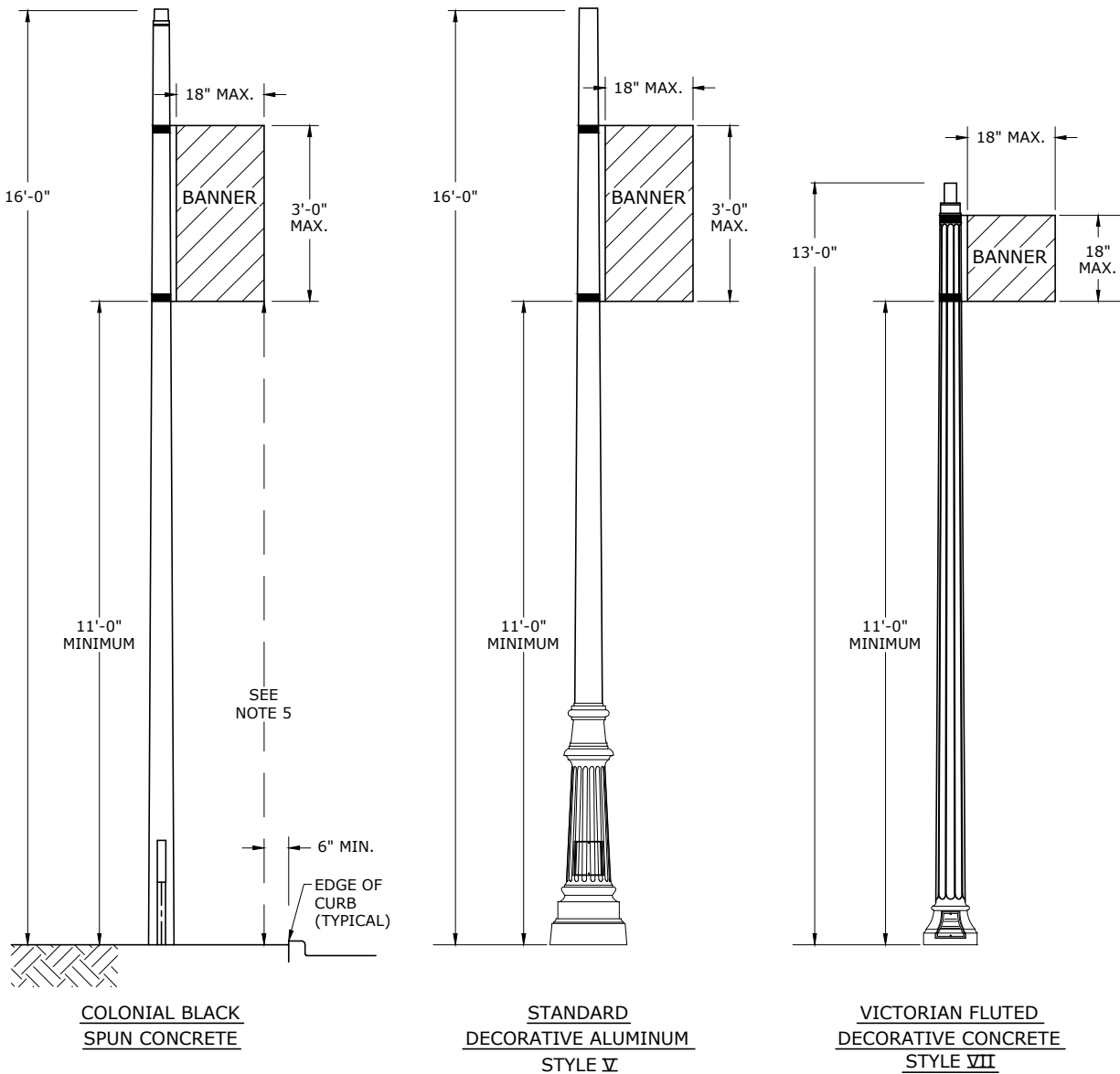
B. THE COMPANY WILL NOT ALLOW CITIES OR TOWNS TO ATTACH TRAFFIC WALK SIGNALS OR TRAFFIC CAMERAS OR DETECTION DEVICES ON STEEL OR FIBERGLASS STREET LIGHT POLES. FOR ADDITIONAL ASSISTANCE CONTACT LIGHTING SELECTION UNIT.



3				
2	12/13/11	HATTOCKS	GUY	LARSEN
1	9/19/11	HENDERSON	GUY	LARSEN
0	5/26/10	HATTOCKS	GUY	LARSEN
REVISED	BY	CK'D	APPR.	

## STREET SIGN BANDING POLICY





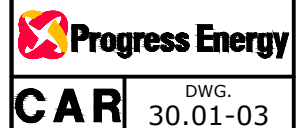
**NOTES:**

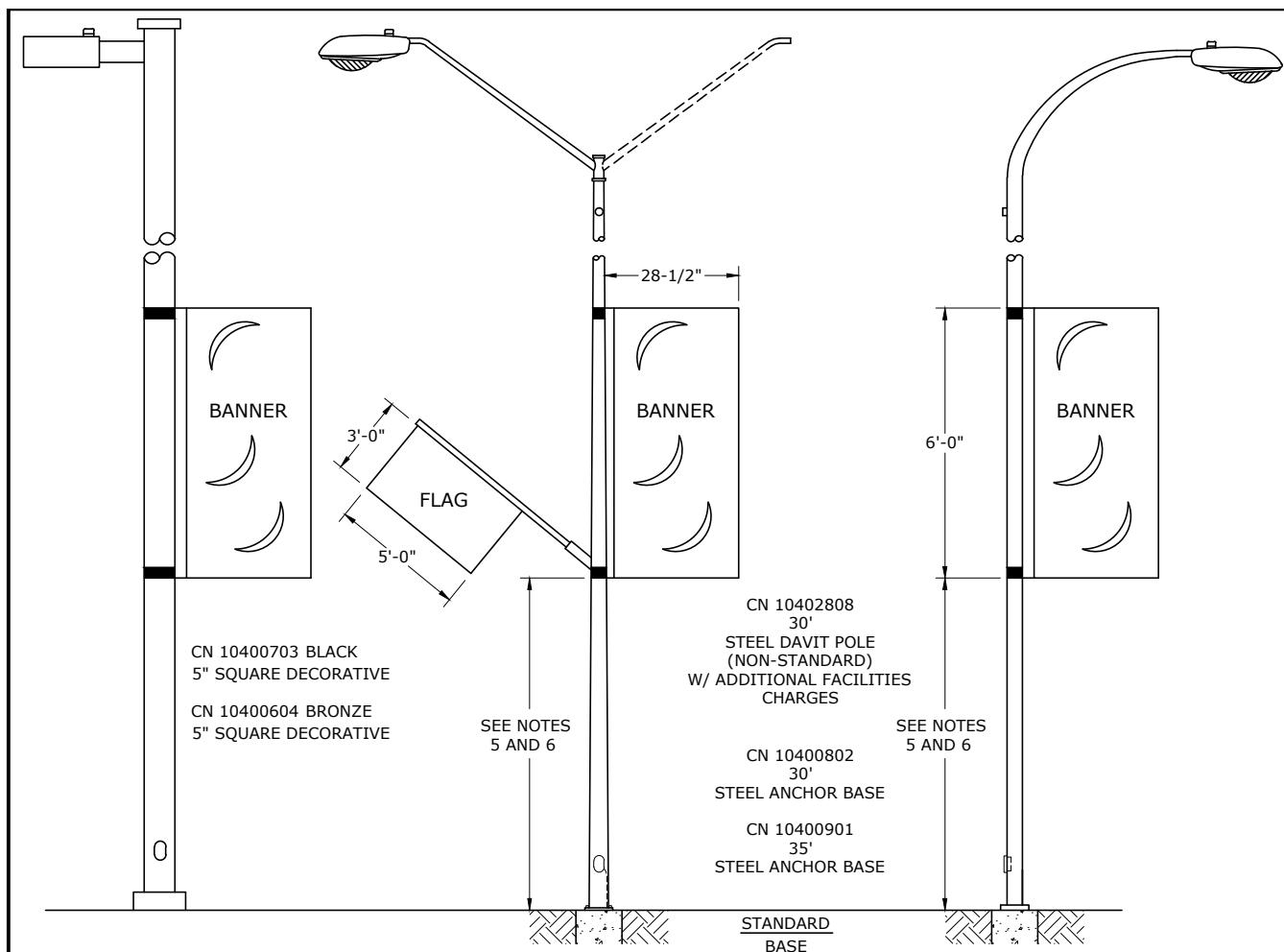
1. COMPANY WILL ALLOW CITIES TO ATTACH BANNERS ON COMPANY DECORATIVE LIGHT POSTS.
2. NO BANNERS CAN BE INSTALLED ON ANY 12' POSTS OR ANY 16' FIBERGLASS POSTS.
3. NO HOLES CAN BE DRILLED IN COMPANY POSTS.
4. BANNER EDGE SHALL BE A MINIMUM OF 6" FROM THE BACK OF CURB.
5. COMPANY SHALL NOT BE RESPONSIBLE FOR REMOVING AND/OR RE-ATTACHING TOWN'S BANNERS WHENEVER THE POSTS ARE REPLACED.

- 6. CUSTOMER COVENANTS AND AGREES THAT NOTHING HEREIN CONTAINED OR CONTEMPLATED IS INTENDED TO INCREASE COMPANY'S RISK OR LIABILITY FOR PERSONAL INJURY OR DEATH OR FOR PROPERTY DAMAGE AND IT IS HEREBY EXPRESSLY UNDERSTOOD AND AGREED THAT COMPANY DOES NOT ASSUME ANY SUCH ADDITIONAL RISK. CUSTOMER, FOR ITSELF AND ITS SUCCESSORS AND ASSIGNS, AGREES THAT IT DOES HEREBY RELIEVE COMPANY OF AND ABSOLVE COMPANY, AND SHALL INDEMNIFY, DEFEND AND HOLD HARMLESS COMPANY FROM ALL SUCH RISK AND LIABILITY ARISING OR GROWING OUT OF THE CUSTOMER'S USE OF, OR ENTRY UPON, OR OCCUPANCY OF COMPANY'S POLES AND FACILITIES AS PROVIDED HEREIN, AND FOR BREACHES OF THE WARRANTIES CONTAINED IN THIS AGREEMENT BY CUSTOMER, ITS CONTRACTORS, SUBCONTRACTORS, AGENTS, EMPLOYEES, OR REPRESENTATIVES.

3	9/19/11	HENDERSON	GUY	LARSEN
2	8/9/11	HENDERSON	GUY	LARSEN
1	1/25/11	MATTOCKS	GUY	LARSEN
0	5/26/10	MATTOCKS	GUY	LARSEN
REVISED	BY	CK'D	APPR.	

**BANNERS ON DECORATIVE LIGHTING POSTS POLICY**





#### NOTES:

#### BANNERS ON COMPANY LIGHT POLES POLICY

COMPANY WILL ALLOW CITIES TO ATTACH BANNERS AND FLAGS ON STEEL OR WOOD POLES AND AREA LIGHT POLES IF THE FOLLOWING CONDITIONS ARE MET:

1. BANNERS AND FLAGS CAN BE PLACED ON THE 30' STEEL, 30' SQUARE DECORATIVE OR 35' STEEL DAVIT POLES.
2. THE MAXIMUM SIZE BANNER ALLOWED IS 28-1/2" WIDE BY 6' TALL. FLAGS MUST NOT EXCEED 3' WIDE X 5' TALL.
3. THE BANNERS MUST HAVE HALF CIRCLE AIR VENTS OR SIMILAR CUT INTO THEM TO REDUCE WIND LOADING AND POLE DEFLECTION. FLAG POLE MUST HAVE A FREE SPINNING DEVICE SO THAT FLAG WILL FLY FREELY AND NOT TWIST ON POLE.
4. THE BANNERS MUST BE MOUNTED USING BRACKETS WITH STAINLESS STEEL BANDING TO MATCH THE POLE COLOR. NO DRILLING OF HOLES INTO THE STEEL POLES IS ALLOWED.
5. THE LOWER BANNER ARM OR FLAG MUST BE MOUNTED 11' ABOVE THE BASE FLANGE OF THE STEEL OR WOOD LIGHT POLE.
6. IF POLES ARE LOCATED WITHIN 3'-0" OF "BACK OF CURB" DO NOT INSTALL BANNERS OR FLAGS ON ROAD SIDE OF POLE UNLESS IT MEETS THE (NESC) 15 FT. CLEARANCE ABOVE ROADWAY.
7. COMPANY SHALL NOT BE RESPONSIBLE FOR REMOVING AND/OR REBANDING TOWN'S BANNERS WHENEVER THE POLES ARE REPLACED.

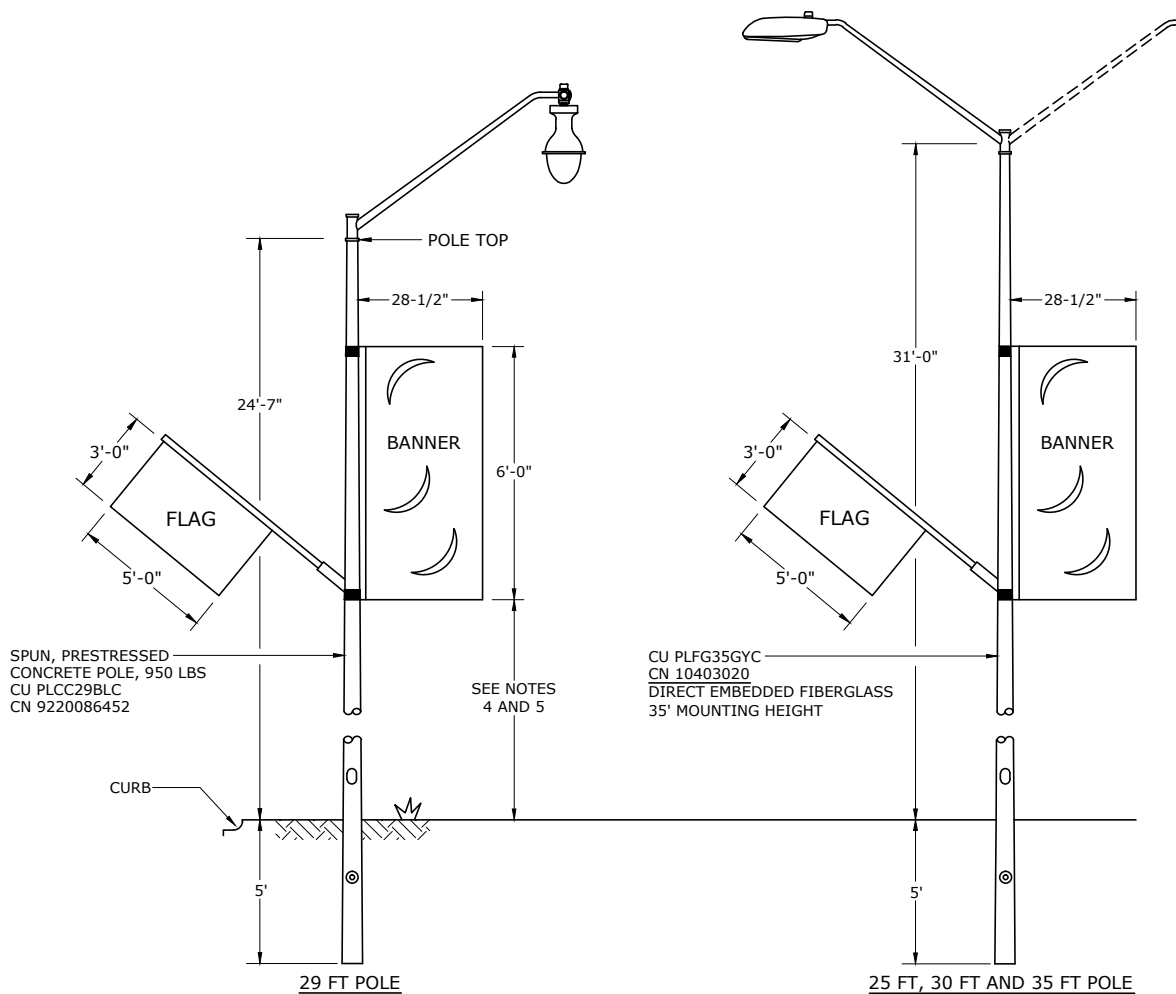
- 8. CUSTOMER COVENANTS AND AGREES THAT NOTHING HEREIN CONTAINED OR CONTEMPLATED IS INTENDED TO INCREASE COMPANY'S RISK OR LIABILITY FOR PERSONAL INJURY OR DEATH OR FOR PROPERTY DAMAGE AND IT IS HEREBY EXPRESSLY UNDERSTOOD AND AGREED THAT COMPANY DOES NOT ASSUME ANY SUCH ADDITIONAL RISK. CUSTOMER, FOR ITSELF AND ITS SUCCESSORS AND ASSIGNS, AGREES THAT IT DOES HEREBY RELIEVE COMPANY OF AND ABSOLVE COMPANY, AND SHALL INDEMNIFY, DEFEND AND HOLD HARMLESS COMPANY FROM ALL SUCH RISK AND LIABILITY ARISING OR GROWING OUT OF THE CUSTOMER'S USE OF, OR ENTRY UPON, OR OCCUPANCY OF COMPANY'S POLES AND FACILITIES AS PROVIDED HEREIN, AND FOR BREACHES OF THE WARRANTIES CONTAINED IN THIS AGREEMENT BY CUSTOMER, ITS CONTRACTORS, SUBCONTRACTORS, AGENTS, EMPLOYEES, OR REPRESENTATIVES.

3				
2				
1	9/19/11	HENDERSON	GUY	LARSEN
0	11/9/10	MATTOCKS	GUINN	LARSEN
REVISED	BY	CK'D	APPR.	

#### BANNERS AND FLAGS ON STEEL OR WOOD LIGHTING POLES POLICY



**CAR** DWG.  
30.01-04



#### BANNERS ON COMPANY LIGHT POLES POLICY

##### NOTES:

PROGRESS ENERGY WILL ALLOW CITIES TO ATTACH BANNERS OR FLAGS ON BOTH GRAY AND BLACK FIBERGLASS OR CONCRETE STREET AND AREA LIGHT POLES IF THE FOLLOWING CONDITIONS ARE MET:

1. THE MAXIMUM SIZE BANNER ALLOWED IS 28 1/2" WIDE BY 6' TALL. FLAGS MUST NOT EXCEED 3' WIDE X 5' TALL.
2. THE BANNERS MUST HAVE HALF CIRCLE AIR VENTS OR SIMILAR CUT INTO THEM TO REDUCE WIND LOADING AND POLE DEFLECTION. FLAG POLE MUST HAVE A FREE SPINNING DEVICE SO THAT FLAG WILL FLY FREELY AND NOT TWIST ON POLE.
3. THE BANNERS MUST BE MOUNTED USING BRACKETS WITH STAINLESS STEEL BANDING TO MATCH THE POLE COLOR. NO DRILLING OF HOLES INTO THE FIBERGLASS POLES IS ALLOWED.
4. THE LOWER BANNER ARM OR FLAG MUST BE MOUNTED 11' ABOVE GRADE OF THE FIBERGLASS OR CONCRETE LIGHT POLE.
5. IF POLES ARE LOCATED WITHIN 3'-0" OF "BACK OF CURB", DO NOT INSTALL BANNERS OR FLAGS ON ROAD SIDE OF POLE UNLESS IT MEETS (NESC) 15 FT. CLEARANCE ABOVE ROADWAY.
6. COMPANY SHALL NOT BE RESPONSIBLE FOR REMOVING AND/OR RE-INSTALLING TOWN'S BANNERS OR FLAGS WHENEVER THE POLES ARE REPLACED.

- 7. CUSTOMER COVENANTS AND AGREES THAT NOTHING HEREIN CONTAINED OR CONTEMPLATED IS INTENDED TO INCREASE COMPANY'S RISK OR LIABILITY FOR PERSONAL INJURY OR DEATH OR FOR PROPERTY DAMAGE AND IT IS HEREBY EXPRESSLY UNDERSTOOD AND AGREED THAT COMPANY DOES NOT ASSUME ANY SUCH ADDITIONAL RISK. CUSTOMER, FOR ITSELF AND ITS SUCCESSORS AND ASSIGNS, AGREES THAT IT DOES HEREBY RELIEVE COMPANY OF AND ABSOLVE COMPANY, AND SHALL INDEMNIFY, DEFEND AND HOLD HARMLESS COMPANY FROM ALL SUCH RISK AND LIABILITY ARISING OR GROWING OUT OF THE CUSTOMER'S USE OF, OR ENTRY UPON, OR OCCUPANCY OF COMPANY'S POLES AND FACILITIES AS PROVIDED HEREIN, AND FOR BREACHES OF THE WARRANTIES CONTAINED IN THIS AGREEMENT BY CUSTOMER, ITS CONTRACTORS, SUBCONTRACTORS, AGENTS, EMPLOYEES, OR REPRESENTATIVES.

3				
2				
1	9/19/11	HENDERSON	GUY	LARSEN
0	11/9/10	MATTOCKS	GUINN	LARSEN
REVISED	BY	CK'D	APPR.	

#### BANNERS AND FLAGS ON FIBERGLASS OR CONCRETE LIGHTING POLES POLICY



**CAR**

DWG.  
30.01-05



A

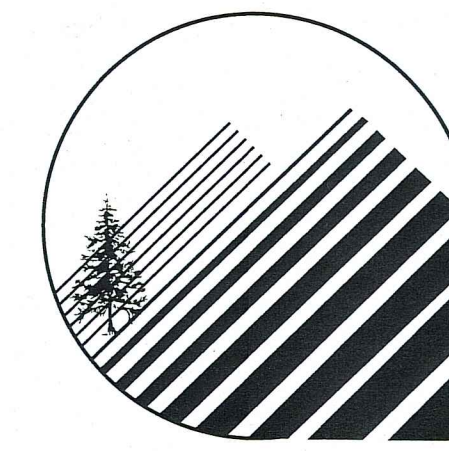
B

C

D

E

F



# MONTREAT®

conference center

www.montreat.org A national conference center serving the Presbyterian Church (U.S.A.)



## Parking Lot Info:

Montreat College parking available to conference center guests June through August unless reserved.

Montreat Conference Center parking available to college guests September through April unless reserved.

<b>Allen Building</b>	C3	<b>Dunn Pavilion</b>	D1	<b>Nature Center</b>	C5
<b>Anderson Auditorium</b>	C4	<b>First Aid (summer)</b>	C3	Newell Athletic Field	D1
Anderson Hall	B1	<b>Freeland Hall</b>	C6	<b>Picnic Area</b>	A6
<b>Assembly Inn</b>	C6	Gaither Hall	B3	<b>Pool, McNair-McMillan</b>	C1
<b>Balsam Lodge</b>	B1	<b>Galax House</b>	D5	Post Office	E6
<b>The Barn</b>	A5	<b>Gayle Rankin McArthur Recreation Complex</b>	C1	<b>Presbyterian Heritage Center</b>	C6
Belk Campus Center	B3	<b>Georgia Lodge</b>	D5	<b>President's Office</b>	C6
<b>Bell Building</b>	D5	<b>Glen Rock Inn</b>	A5	<b>Raspberry Cluster</b>	D5
Bell Library	B2	<b>Glen Rock Apt</b>	A5	<b>Reynolds Lodge</b>	E6
<b>Bill Wilde Youth Center</b>	E5	Gym, McAlister	B4	Resource Center	C5
<b>Boat Dock &amp; Gazebo</b>	B5	Henry Building	A4	<b>Robert Lake Park</b>	E5
<b>Business Office</b>	C6	<b>Hickory Lodge</b>	E6	South Carolina Inn	A4
<b>Campground</b>	A6	Howerton Hall	B4	<b>Sylvan Heights Lodge</b>	B1
<b>Center for Youth &amp; Young Adult Ministry</b>	C6	<b>Huckleberry Cafe</b>	C5	Ten Thousand Villages	C5
<b>Center for Faith &amp; Life</b>	C6	<b>Labyrinth</b>	A6	<b>Tennis Center, Patricia Cornwell</b>	E5
Chapel of the Prodigal	C2	<b>Left Bank, Belk Center</b>	B5	<b>Updike Childcare Bldg</b>	D5
<b>Chester Lord Apts</b>	D6	Library, Bell	B2	<b>Upper Anderson Theatre</b>	C4
<b>Chestnut Lodge</b>	D6	<b>Lookout Lodge</b>	C1	<b>Volunteer Office</b>	C6
<b>Child Care, Updike</b>	D5	<b>Lord Apartments</b>	D6	<b>Walk Jones Wildlife Sanctuary</b>	A6
<b>Convocation Hall</b>	C6	<b>McCallum Lodge</b>	B6	<b>Walkup Building</b>	D5
<b>Currie Craft Center</b>	B5	McGowan Christian Studies	C2	<b>Way Out Building</b>	C4
Davis Hall	A3	McGregor Hall	B2	<b>Welch Field</b>	F5
<b>Development Office</b>	C6	<b>Meditation Garden</b>	C5	William Black Lodge	B6
<b>Dowd Green</b>	E6	<b>Montreat Store</b>	C5	<b>Winsborough Inn</b>	B4
		<b>Moore Center</b>	C5	<b>Youth Center, Bill Wilde</b>	E5
		<b>The Moose</b>	A5		
		Morgan Science Building	C2		

● Potential Banner Locations

⦿ Poles outside TCO District

## Freeland Hall:

The President's Office, Center for Faith & Life, Center for Youth & Young Adult Ministry, Business Office, Development Office, Sales, Marketing & Communications, Volunteer Office

Updated 2/26/13



# MONTREAT CONFERENCE CENTER AND MONTREAT COLLEGE

## INVENTORY OF LIGHT POLES

LOCATION	NUMBER	LOCATION	NUMBER
1	55Y91	31	55B21
2	55Y92	B	55B20
3	6CR40	32	55B18
4	6CR39	33	55B17
5	55G20	34	5W074
6	55G19	35	5W075
7	55G18	36	5W077
8	55G21	37	55F62
9	55G30	38	55F6
10	55G29	39	55F64
11	59C12	40	55G27
12	55G29	41	5W051
13	55G31	42	6DR39
14	55G24	43	58219
15	55G23	44	58220
16	55G22	45	55B73
17	55G25	46	55B74
18	55G26	47	55B72
19	55343	48	5WQ85
20	55Y30	49	5WQ86
21	59C13	50	6DR47
22	55F65	51	5WQ88
23	33E73	52	5WQ91
24	133E7	53	5WQ87
25	133E70	54	5WQ89
26	55B26	55	5WQ90
27	55B25	56	5WQ92
28	55B24	57	5WQ93
29	55B23	58	5WQ70
30	55W22	59	55B84

LOCATION	NUMBER
60	55B83
61	5WQ69
62	55B82
63	5WQ68
64	5WQ67
65	5WQ76
66	5WQ62
67	5EW61
68	6N582
69	6N580
70	6N579
71	6N557
72	6N556
73	5WQ49
74	5WQ50
75	NO #
76	5WQ48
77	6DR17
78	6-555
79	55WQ82
80	6DR49
81	6DR50
82	6DR51
83	5WQ64
84	5WQ81
85	5WQ80
86	5WQ79
87	6GA04
88	5Y469
89	5WQ66
90	6DR52
91	6DR48
92	5W713
93	5WQ83
94	5WQ84
G1	55F66 (gate)
G2	55F67
G3	55F68

j.hinkle May 2013

This is what we might like to see . . .









But . . . this is what we may end up with!



**CUSTOM FLAGS**

**TOWN OF MONTREAT BOARD OF COMMISSIONERS**  
**REQUEST FOR BOARD ACTION**  
**Meeting Date: September 8, 2016**

**SUBJECT:** Proposed Revisions to Town of Montreat Official Zoning Map

**AGENDA INFORMATION:**

**Agenda Location:** Old Business  
**Item Number:** A  
**Department:** Planning and Zoning  
**Contact:** David Currie  
**Presenter:** David Currie

**BRIEF SUMMARY:** The original Official Zoning Map for the Town of Montreat was adopted in 1985, with the later (current effective) version created with assistance from Land of Sky Regional Council in 1993. Since its adoption, many map amendments have occurred which required hand-drawn changes to the map. This practice, coupled with the normal wear and tear that occurs with nearly twenty five years of use has resulted in significant deterioration of the original paper document. Recently, staff created a newly-updated version of the Official Zoning Map using GIS software. The new map incorporates all amendments that have occurred to the original document since 1985.

**RECOMMENDED MOTION AND REQUESTED ACTIONS:** To adopt Ordinance #16-09-0001 amending the Town of Montreat Official Zoning Map

**FUNDING SOURCE:** None

**ATTACHMENTS:** Town of Montreat North Carolina Official Zoning Map, 1993; Town of Montreat North Carolina Official Zoning Map, 2016

**STAFF COMMENTS AND RECOMMENDATIONS:** During the July 21<sup>st</sup>, 2016 meeting of the Montreat Planning and Zoning Commission, members reviewed both editions of the Official Zoning Map for comparison and to verify the accuracy of the proposed document. Staff spent many hours refining the map, experimenting with various color and texture schema. We believe the new map provides a user-friendly tool that balances adequate essential information with an accessible layout. The digital version of the map is housed within our GIS system and provides even more data and detailed information for use by town staff. We currently use this system for many functions - in addition to zoning - such as: to keep track of our water supply system feature locations; catalog roadway age and condition; map surface water features and regulatory buffers; display regulatory floodplain boundaries from FEMA data, etc. Once adopted, the new map will provide an excellent additional reference to be used in assisting members of the public to quickly access basic zoning information about their property.



## TOWN OF MONTREAT

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P. O. Box 423  
Montreat, NC 28757  
Tel: (828)669-8002 Fax: (828)669-3810  
[www.townofmontreat.org](http://www.townofmontreat.org)

### **ORDINANCE #16-09-0001 TO AMEND TOWN OF MONTREAT OFFICIAL ZONING MAP**

**WHEREAS**, the Town of Montreat Official Zoning Map was adopted by the Board of Commissioners of the Town of Montreat, North Carolina on November 14, 1985 and amended on several occasions since the date of its adoption; and

**WHEREAS**, in following with the current procedures, regulations and policies, changes within the Map has been recommended; and

**WHEREAS**, the Montreat Planning and Zoning Commission has reviewed the proposed revisions and presented to the Board of Commissioners its recommendation that the suggested revisions are consistent with the Town's adopted land use policies; and

**WHEREAS**, the Board of Commissioners concludes that the proposed Map revision is necessary in order to support the policies embodied in the Town of Montreat Comprehensive Plan;

**NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE TOWN OF MONTREAT**, that the Town of Montreat Official Zoning Map, 2016 be adopted as follows, and to become effective upon the date of its adoption:

*\*See Attached Map\**

**READ, APPROVED, AND ADOPTED**, this the \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Tim Helms, Mayor

ATTEST:

I hereby certify this is a true and correct copy of this Map, duly adopted by the Town of Montreat on the \_\_\_\_ day of \_\_\_\_\_, 2016 as it appears of record in the official minutes.

\_\_\_\_\_  
Angela Murphy  
Town Clerk

**Recommendation for Town of Montreat Sign Ordinance Addition:**

Pole-Mounted Banners. Single- or double-sided banner support structures shall be permitted on private property if attached to new or existing lighting poles in conformity with current policies established by the regulating utility. Specific guidance as to the size, height above grade and pedestrian ways, attachment, etc. is available from the regulating utility, and a copy is available for review at the office of the Zoning Official. Pole-mounted banners are to be permitted on Town right-of-way that borders the owner's property. Banner display structures shall be properly maintained by the owner, and must be removed if unadorned by banner(s) for more than forty-eight (48) hours.



## Angela Murphy

---

**From:** Mary Standaert  
**Sent:** Thursday, August 25, 2016 10:52 AM  
**To:** Al Richardson; Angela Murphy  
**Subject:** Fw: Question about Sunshine Law

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Would you please include the following e-mails in the agenda packet along with the e-mail from Susan Rash.

Thank you

---

**From:** Mary Standaert  
**Sent:** Tuesday, August 23, 2016 1:34 PM  
**To:** Angela Murphy  
**Cc:** Al Richardson  
**Subject:** Fw: Question about Sunshine Law

---

**From:** Kitty Fouche  
**Sent:** Tuesday, May 10, 2016 2:55 PM  
**To:** Joyce, Robert P  
**Cc:** timmybob.566@gmail.com; Bill Gilliland; kentotto@townofmontreat.gov; Mary Standaert; Ann Vinson  
**Subject:** Re: Question about Sunshine Law

Thanks, Bob. I think we are all on the same page now. I appreciate your attention to this matter.

Kitty

Sent from my iPad

On May 10, 2016, at 10:11 AM, Joyce, Robert P <[Joyce@sog.unc.edu](mailto:Joyce@sog.unc.edu)> wrote:

Kitty,

There are two separate situations to consider.

The first situation arises when the number of commissioners wishing to attend the meeting of the committee does not cause there to be a majority of commissioners present. In that case, there can be no "official meeting" of the board of commissioners and therefore no notice is required under the Open Meetings Law. In such a case, you could attend the committee meeting in your capacity as a citizen without violation of the Open Meetings Law.

The second situation arises when the number of commissioners wishing to attend the meeting of the committee does in fact cause there to be a majority of commissioners present, counting the commissioner who is a member of the committee. In that case, if there is a concerted decision of the commissioners to attend, then I think there is a meeting of the board of commissioners and notice should be given under the Open Meetings Law. If, on the other hand, there is no concerted decision of the commissioners to attend but in fact enough commissioners show up to constitute a majority, then I think there is no "official meeting" so long as each commissioner is attending in his or her capacity as a citizen and the commissioners undertake no common activity at the committee meeting. On the other hand, I completely understand Town Administrator Nalley's concern. Where a majority of the commissioners are present, it could be said that an "official meeting" is occurring, even if there had been no concerted plan to meet. To cover that possibility, Mr. Nalley suggests giving notice of special meetings of the board of commissioners at the time and place of the committee meeting. That is a safe, prudent, conservative approach.

So, if the situation is that you on your own wish to attend a committee meeting, you certainly may, without violation of the Open Meetings Law. If it can be anticipated that a large enough number of commissioners wish to attend to create a majority present at the committee meeting, there is no harm done in giving notice of a special meeting, even if in fact the board of commissioners does not really act as a board at the committee meeting.

I hope this is helpful.

Bob

**From:** Kitty Fouché [\[mailto:kfouché@townofmontreat.org\]](mailto:kfouché@townofmontreat.org)  
**Sent:** Tuesday, May 10, 2016 9:22 AM  
**To:** Joyce, Robert P <[Joyce@sog.unc.edu](mailto:Joyce@sog.unc.edu)>  
**Subject:** Fwd: Question about Sunshine Law

Bob,

Your response below was extremely helpful and I thought it put an end to the confusion. I'm forwarding the reply from our Town Manager, Ron Nalley. I do not know anything about a lawsuit 10 years ago so I can't judge how it relates to our current situation. I don't want fear of impact my job or rob me of my rights as a citizen. I would appreciate any suggestions you have from here.

Kitty

Sent from my iPad

Begin forwarded message:

**From:** Ron Nalley <[rnalley@townofmontreat.org](mailto:rnalley@townofmontreat.org)>  
**Date:** May 9, 2016 at 2:38:12 PM EDT  
**To:** Katheryn Fouche <[kkfouche@me.com](mailto:kkfouche@me.com)>  
**Cc:** Kitty Fouche <[kfouche@townofmontreat.org](mailto:kfouche@townofmontreat.org)>, Tim Helms <[timmybob.566@gmail.com](mailto:timmybob.566@gmail.com)>, Tim Helms <[thelms@townofmontreat.org](mailto:thelms@townofmontreat.org)>, Mary Standaert <[mstandaert@townofmontreat.org](mailto:mstandaert@townofmontreat.org)>, Bill Gilliland <[bgilliland@townofmontreat.org](mailto:bgilliland@townofmontreat.org)>, Ann Vinson <[avinson@townofmontreat.org](mailto:avinson@townofmontreat.org)>, Kent Otto <[kotto@townofmontreat.org](mailto:kotto@townofmontreat.org)>, Susan Taylor Rash <[strash@adamsfirm.com](mailto:strash@adamsfirm.com)>  
**Subject:** RE: Question about Sunshine Law

Kitty,

Thank you for your email. I understand your frustration, however over ten years ago, the Montreat Board of Commissioners was a defendant in a lawsuit that involved, among other things, this same matter. While the Town prevailed, it was determined at that time and it has been standard practice since, that a majority of council members would not attend committee meetings or other meetings where town business was being discussed without first calling for a special meeting themselves. The problem comes from whenever a majority of the members meet in order to deliberate, take action, or otherwise transact public business. In the court's words, "to deliberate is to examine, weigh and reflect upon the reasons for or against" a possible decision. "Deliberations thus connote not only collective discussion, but the collective acquisition and exchange of facts preliminary to the ultimate decision." While Mr. Joyce's comments reflect this to some extent, I believe that in Montreat, we have, since the lawsuit, erred on the side of caution when it comes to this matter.

I would suggest that if a majority of council members wish to attend the Bridge Committee (BC) meetings, that at your next meeting (May 12), the Board goes ahead and sets a special meeting for the BC's meetings of May 17<sup>th</sup> and May 31<sup>st</sup>. This way, if a majority of the Board attends, there will not be any issue with Board members who might discuss the project, collect information, or share opinions when asked. This will make certain that you are in compliance with the Open Meetings Law. I have also copied Susan Taylor Rash, our attorney, on this email, in case she would like to add any additional information or suggestions concerning this matter.

Thank you,

Ron Nalley

Town Administrator

Town of Montreat

P.O. Box 423

Montreat, NC 28757

P: 828.669.8002

F: 828.669.3810

[www.townofmontreat.org](http://www.townofmontreat.org)

**From:** Katheryn Fouche [<mailto:kkfouche@me.com>]  
**Sent:** Monday, May 09, 2016 8:35 AM  
**To:** Ron Nalley <[rnalley@townofmontreat.org](mailto:rnalley@townofmontreat.org)>  
**Cc:** Kitty Fouche <[kfouche@townofmontreat.org](mailto:kfouche@townofmontreat.org)>; Tim Helms <[timmybob.566@gmail.com](mailto:timmybob.566@gmail.com)>  
**Subject:** Fwd: Question about Sunshine Law

Ron,

Not being able to attend the meetings of the bridge committee has been frustrating. I found it difficult to accept that I am not allowed to sit in a meeting as an observer. I wrote Bob Joyce at the NC School of Government and received the following response. I would like to attend the meeting tomorrow.

Kitty

This correspondence was completed on my iPad while I was spending two days at the hospital with a friend.

Katheryn (Kitty) Kirk Fouche

Box 717

Montreat, NC 28757

(828) 357-8488

Begin forwarded message:

**From:** "Joyce, Robert P" <[Joyce@sog.unc.edu](mailto:Joyce@sog.unc.edu)>  
**Date:** May 6, 2016 at 3:43:51 PM EDT  
**To:** Katheryn Fouche <[kkfouche@me.com](mailto:kkfouche@me.com)>  
**Subject:** RE: Question about Sunshine Law

Ms. Fouche,

Each commissioner has the same right to attend a meeting of the committee as any other citizen does. As long as commissioners attending the meeting do not participate in the work of the committee but instead simply observe, there is no problem under the Open Meetings Act. If several commissioners wish to attend a meeting of the committee, it should be made clear that each commissioner is making the decision to attend on his or her own, and that there is not a concerted decision to attend. A concerted decision to attend could amount to a meeting of the board of commissioners, if a majority is present. Can a commissioner attending a committee meeting make comments? I think the answer is that a commissioner attending a committee meeting may participate in the meeting to the same extent that any citizen attending the meeting could participate, but prudence would suggest that a commissioner attending a meeting would be wise to refrain from making comments.

I hope these comments are helpful.

Bob

-----Original Message-----

From: Katheryn Fouche [<mailto:kkfouche@me.com>]  
Sent: Wednesday, May 04, 2016 9:51 AM  
To: Joyce, Robert P <[Joyce@sog.unc.edu](mailto:Joyce@sog.unc.edu)>  
Subject: Question about Sunshine Law

Bob,

You were forewarned that I might be back with more questions.  
Here we go -

Our mayor appointed a committee to study whether a replacement bridge is needed in Montreat. The Committee is having open meetings to seek input from the community and experts. One Commissioner is on the Committee. Is there a limit to the number of additional Commissioners/Mayor that can attend these meetings in an unofficial capacity?

Can a Commissioner attending as an observer make comments?

Thank you for your patience?

Kitty  
Town of Montreat Mayor Pro Tem

## Al Richardson

---

**From:** Lotfi, Ray A <ralotfi@ncdot.gov>  
**Sent:** Tuesday, August 23, 2016 12:42 PM  
**To:** Al Richardson; David Currie  
**Cc:** Travis, Jimmy L; Wasserman, David S; Weaver, Derrick G; Williams, John L  
**Subject:** RE: Message from Al Richardson B-5196 Municipal Bridge in Montreat  
**Attachments:** DOC055.pdf - Adobe Acrobat.pdf

Mr. Richardson,

Please see the email below from Mr. Jimmy Travis, Director. His comments and information also includes the suggested language. We look forward to hearing from you soon.  
Please let us know if we can be of further assistance.

Thank you,

**Ray Lotfi**  
Program Engineer  
Program Development Branch  
North Carolina Department of Transportation  
(919) 707-4630

1 South Wilmington Street  
1534 Mail Service Center  
Raleigh, NC 27699-1534



*Email correspondence to and from this address is subject to the North Carolina Public Records Law and may be disclosed to third parties*

**From:** Travis, Jimmy L  
**Sent:** Tuesday, August 23, 2016 8:24 AM  
**To:** Lotfi, Ray A <ralotfi@ncdot.gov>  
**Cc:** Wasserman, David S <dswasserman@ncdot.gov>; Weaver, Derrick G <dweaver@ncdot.gov>; Williams, John L <jlwilliams@ncdot.gov>  
**Subject:** RE: Message from Al Richardson B-5196 Municipal Bridge in Montreat

Ray,

Thank you for keeping us updated on the current status of the Montreat Bridge project and the opportunity to review the draft Motion Language.

As Montreat considers the options available, we offer the following comments based on our previous meetings and conversations:

- Per our previous meetings, the Town understands that they are responsible for repaying any funds spent for the planning/design process if they choose not to move forward with the Project as is. In other words, if they choose not to construct the new bridge, they must repay the funds already reimbursed to the Town.
- Also, any costs associated with this or any additional NEPA analysis may require that additional funding be identified to cover the cost of reopening the NEPA process. Regardless, the action identified in the final NEPA document (original or reevaluated) requires implementation by the close of the 20th fiscal year following the fiscal year in which the project was authorized (23 CFR 630.112(c)(1)) or FHWA will require repayment of all federal-aid funds expended on the project. If the outcome of the reevaluation recommends the No Build alternative, then the Town would not be required to repay any funds used in planning/design.
- We understand why the Town has written the draft Motion as they have; however, we feel it predetermines a solution, which violates the National Environmental Policy Act (NEPA) under which the environmental document was signed. If the Town is considering additional options because changes have occurred to the project, its surroundings & impacts, or new issues have been identified since the Categorical Exclusion was signed, as per 23 CFR 771.129, the town may choose to complete a reevaluation. The reevaluation would assess any changes and determine what effects these changes might have on the validity of the environmental document and ultimately, what outcome the town chooses to undertake based on this additional study. We are suggesting the following language which more accurately reflects what the Town is requesting:

*Motion to reevaluate the Document for the Texas Road Bridge replacement based on new concerns from the Town Council appointed Bridge Committee and residents with the project as proposed. Move to instruct Interim Town Administrator to prepare a letter formally requesting North Carolina Department of Transportation to Reevaluate the Categorical Exclusion for B-5196.*

We appreciate the opportunity to review and comment on the on the Town's draft Motion. We **will** await their decision on the project to determine the next course of action.

Thanks,  
**Jimmy L. Travis, PE**  
 Director  
 Transportation Program Management  
 North Carolina Department of Transportation

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## Angela Murphy

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**From:** Mary Standaert  
**Sent:** Thursday, August 25, 2016 10:45 AM  
**To:** Angela Murphy; Al Richardson  
**Subject:** Re: Question About Open Meetings Law

**Follow Up Flag:** Follow up  
**Flag Status:** Flagged

Would you please add this e-mail from Susan Rash to the agenda packet.

Thank you,

Mary

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**From:** Angela Murphy  
**Sent:** Tuesday, August 23, 2016 3:21 PM  
**To:** Mary Standaert  
**Subject:** FW: Question About Open Meetings Law

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**From:** Susan Taylor Rash [mailto:strash@adamsfirm.com]  
**Sent:** Wednesday, August 17, 2016 3:55 PM  
**To:** Angela Murphy  
**Subject:** RE: Question About Open Meetings Law

Angela,

Thank you for your e-mail. Different versions of this question keep coming up, so it might be helpful for us to have a discussion about this topic if this e-mail does not sufficiently answer the question. A good starting point is the statute. NCGS Section 143-318.10(a) provides as follows:

(a) Except as provided in G.S. 143-318.11, 143-318.14A, and 143-318.18, each official meeting of a public body shall be open to the public, and any person is entitled to attend such a meeting.

All official meetings must be public and Section 143-318.12 requires that public notice be given of official meetings. So then next step is determining what constitutes an official meeting. NCGS Section 143-318.10(d) defines official meeting as follows:

(d) "Official meeting" means a meeting, assembly, or gathering together at any time or place or the simultaneous communication by conference telephone or other electronic means of a majority of the members of a public body for the purpose of conducting hearings, participating in deliberations, or voting upon or otherwise transacting the public business within the jurisdiction, real or apparent, of the public body. However, a social meeting or other informal assembly or gathering together of the members of a public body does not constitute an official meeting unless called or held to evade the spirit and purposes of this Article.

For purposes of this inquiry, we will need to evaluate whether attendance of Board members at the Committee meeting constitutes "participating in deliberations" or "otherwise transacting the public business." In his book on open meetings, David Lawrence discusses the meaning of deliberate as follows: "In one court's words, 'to "deliberate" is to examine,

weigh and reflect upon the reasons for or against' a possible decision. 'Deliberations thus connote not only collective discussion, but the collective acquisition and exchange of facts preliminary to the ultimate decision.' The provision in your textbook seems designed to help Board members avoid participating in deliberations at such meetings of other groups and it is good advice.

Past Montreat Boards have often taken the precaution of designating such Committee meetings as special meetings of the Board. If the Board does not give public notice of a committee meeting as a special meeting, then Board members attending the committee meeting must be careful not to participate in deliberations. Sometimes members of the public do not understand this limitation on a Board member's ability to participate, so if the Board decides against giving public notice of the Committee meeting as a special meeting, the Board members attending will want to review David Lawrence's book or materials they may have received at School of Government training (or your materials) before attending the meeting and make sure they understand what they can and cannot do. They may also want to have an answer ready in case members of the public ask them to participate.

For the subject of the Bridge Committee and the Town Hall Committee meetings, it is likely that Board members in attendance may be involved in "the collective acquisition and exchange of facts preliminary to the ultimate decision," whether at these meetings or at subsequent Board meetings. Both the bridge and the town hall are matters that may require future Board action, so giving public notice covers the Board members who attend and they do not have to be concerned whether their attendance starts looking like participation in deliberations.

Do some members of the Board object to giving public notice of a special meeting for these committee meetings? If so, do you know the basis of the objection? If not, is there some other reason for changing the Board's past practice?

If this e-mail does not fully answer the question, I may need a little additional background information from you.

Thanks,  
Susan

**Susan Taylor Rash**

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**From:** Angela Murphy [<mailto:amurphy@townofmontreat.org>]  
**Sent:** Tuesday, August 16, 2016 10:36 AM  
**To:** Susan Taylor Rash <[strash@adamsfirm.com](mailto:strash@adamsfirm.com)>  
**Subject:** Question About Open Meetings Law

Hi Susan-

I was wondering if you could clarify something that has recently come up at our August Town Council Meeting. The Mayor established a Town Hall Blue Ribbon Committee to decide the style, location and cost of a new Town Hall. Commissioner Standaert wanted to make all the meetings Special Meetings of the Board so all Commissioners could attend if needed. She referenced the Bridge Committee Meetings and said she was told by you that a quorum could not attend otherwise it would be a violation of the Open Meetings Law. I looked in one of my textbooks and I think the

Council can attend as long as they set separately, do not ask questions or discuss any of the events that took place during the meeting. Which scenario is correct or what do you advise? Commissioner Standaert wants clarification from you before moving further.

Thanks for your help!!!

**Angie Murphy**

Town Clerk, Town of Montreat

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