

**Town of Montreat
Board of Commissioners Meeting – Public Forum
December 12, 2019 – 6:30 p.m.
Walkup Building**

I. Call to Order

- Welcome
- Moment of Silence

II. Agenda Adoption

III. Public Comments

IV. Adjournment

**Town of Montreat
Board of Commissioners
Town Council Meeting
December 12, 2019 – 7:00 p.m.
Walkup Building**

I. Call to Order

- Pledge of Allegiance
- Moment of Silence

II. Agenda Adoption

III. Public Hearing : Proposed Text Amendments to Zoning Sections 612.4(3), 628, 905(A) and Hillside Development Ordinance Section 4(b)

IV. Mayor's Communications

V. Consent Agenda

A. Meeting Minutes Adoption

- November 14, 2019, Public Forum Minutes
- November 14, 2019, Town Council Minutes

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.

VI. Town Administrator's Communications

- Consent Agenda Review
- Other Items

VII. Administrative Reports

- Administration
- Finance
- Planning and Zoning
- Police
- Public Works and Water
- Sanitation
- Streets

VIII. Public Comment

Public comments will be heard during this period for any and all items.

IX. Old Business

X. New Business

A. Establish a Three-Way Stop Sign on Assembly Drive

- **Presenter:** Alex Carmichael, Town Administrator
- **Suggested Motion:** Move to adopt/deny Resolution #19-12-001 Establishing a Three-Way Stop Sign on Assembly Drive

B. Establish Tow-Away Zone on Lookout Terrace

- **Presenter:** David Arrant, Chief of Police
- **Suggested Motion:** Move to adopt/deny Resolution #19-12-002 Establishing a Tow-Away Zone on Lookout Terrace

C. Amending Fee Schedule for Parking

- **Presenter:** David Arrant, Chief of Police
- **Suggested Motion:** Move to adopt/deny Budget Amendment #4 increasing certain fines

D. Amending Development Ordinances

- **Presenter:** Adrienne Isenhower, Zoning Administrator
- **Suggested Motion:** To approve/deny proposed text amendments to Zoning sections 612.4(3), 628, 905(A) and Hillside Development Ordinance Section 4(b)

E. Contract for Information Technology

- **Presenter:** Alex Carmichael, Town Administrator
- **Suggested Motion:** Move to approve/deny Contract #19-12-01 with Electronic Office for Information Technology Service and Equipment in the amount of \$60,463.97

F. Contract for Well Repair

- **Presenter:** Barry Creasman, Public Works Director
- **Suggested Motion:** Move to approve/deny Contract #19-12-02 with Reuben Caldwell Drilling Inc. for repairs to Well A in the amount of \$16,883.53

XI. Public Comment

Public comments will be heard during this period for any and all items.

XII. Commissioner Communications

XIII. Meeting Dates

Montreat Planning & Zoning Commission:

Thursday, December 19, 2019
Walkup Building
10:30 a.m.

Town Office Closed:

Tuesday & Wednesday, December
24 & 25
Christmas Holiday

Town Office Closed:

Wednesday, January 1, 2020
New Year's Holiday

Montreat Planning & Zoning Commission:

Thursday, January 2, 2020
Walkup Building
10:30 a.m.

January Town Council Meeting:

Thursday, January 9, 2020
Walkup Building
7:00 p.m.
Public Forum begins at 6:30 p.m.

Montreat Planning & Zoning Commission:

Thursday, January 16, 2020
Walkup Building
10:30 a.m.

**Montreat Board of Commissioners
Town Council Meeting
December 12, 2019**

Montreat Tree Board:

Tuesday, January 28, 2020
Town Services Building
9:30 a.m.

Save the Date!

Saturday, April 25, 2020
Moore Center Field
Native Plant Sale & Arbor Day
Celebration

XIV. Adjournment

**Town of Montreat
Board of Commissioners
Public Forum Meeting Minutes
November 14, 2019 – 6:30 p.m.
Walkup Building**

Board members present: Mayor Tim Helms
Mayor Pro Tem Otto
Commissioner Kitty Fouche
Commissioner Alice Lentz
Commissioner Tom Widmer
Commissioner Jane Alexander

Board members absent: None

Town staff present: Alex Carmichael, Town Administrator
Adrienne Isenhower, Zoning Administrator

Sixteen members of the public were present. Mayor Helms called the meeting to order at 6:30 p.m., and led the group in a moment of silence.

Agenda Approval

Commissioner Widmer moved to adopt the agenda as presented. Commissioner Lentz seconded and the motion carried 5/0.

Public Forum

Ms. Sally Stansill of 141 Holston Lane asked questions regarding the discussion from last month's meeting about traffic and noise. She asked if there had been any discussion about raising the citation fee for speeding from \$5.00, which doesn't appear to be much of a deterrent. Police Chief Arrant clarified that the \$5.00 citation fee did not refer to speeding. Speeding tickets are similar to other jurisdictions and are significantly higher than \$5. She also asked if plans had been outlined for cameras at the gate. At this point, there has been no discussion about cameras, but will be discussed. She also asked if there were any plans to create a buffer on the Kanawha hill leading up from the gate. No plans have been made for such a buffer.

Mike and Randi Collie, who live on Oklahoma at the top of Lookout Road, talked about the problem of hikers parking by their driveway, blocking them from entering and departing. Hikers park in "No Parking" areas and park their vehicles in the road, preventing other vehicles from safely passing. Traffic has increased with the growing popularity of the trails, causing significant parking and traffic issues. The Collie's requested that MRA and the Town work together to solve this growing problem. I told them the Town would work with MRA to work towards alleviating the problem.

Adjournment

Commissioner Fouche moved to adjourn the meeting. Commissioner Widmer seconded and the motion carried 5/0. The meeting was adjourned at 6:47 p.m.

Tim Helms, Mayor

Angie Murphy, Town Clerk

**Town of Montreat
Board of Commissioners
Meeting Minutes
November 14, 2019 – 7:00 p.m.
Walkup Building**

Board members present: Mayor Tim Helms
Mayor Pro Tem Kent Otto
Commissioner Jane Alexander
Commissioner Kitty Fouche
Commissioner Alice Lentz
Commissioner Tom Widmer

Board members absent: None

Town staff present: Alex Carmichael, Town Administrator
Adrienne Isenhower, Zoning Administrator
David Arrant, Chief of Police
Darlene Carrasquillo, Finance Officer
Barry Creasman, Public Works Director

Sixteen members of the public were present. Mayor Helms called the meeting to order at 7:01 p.m., and led the group in the pledge of allegiance and a moment of silence.

Agenda Approval

Commissioner Tom Widmer moved to adopt the agenda as presented. Commissioner Alice Lentz seconded and the motion carried 5/0.

Presentations & Reports : David Arrant's Safety Update

Chief Arrant presented his department's plan to deal with community concerns about speeding and other traffic issues. His plan includes higher visibility of the patrol officers, the use of radar equipment, employing a new "Your Speed is _____" sign, enforcement of speed limits with citations, possible addition of a three way stop at the intersection of Assembly Drive and Georgia Terrace by the Post Office and other tactics.

Mayor's Communications

Mayor Helms thanked Ron Vinson and the Presbyterian Heritage Center for the successful C.S. Lewis Conference.

Meeting Minutes Adoption

- October 10, 2019, Public Forum Minutes

- October 10, 2019, Town Council Minutes
- October 28, 2019, Special Meeting Minutes

Town Administrator's Communications

Mr. Carmichael had no updates to report.

Administrative Reports

- Administration – This report was given in written format.
- Planning & Zoning – This report was given in written format.
- Police – This report was given in written format.
- Public Works and Water – This report was given in written format.
- Sanitation – This report was given in written format.
- Streets – This report was given in written format.

Public Comment

Mrs. Mary Standaert of 118 Shenandoah Terrace reiterated her opinion on the decision by the Council to move to even year elections and lengthen current terms as Asheville, Black Mountain and Biltmore Forest did. She feels there should have been a general election instead.

Old Business

There was no old business to discuss.

New Business

- A. Swearing in of Trey McDonald as Captain: Mayor Helms administered the Oath of Office to Captain Trey McDonald as members of his family looked on.
- B. Swearing in of Virginia "Gin" Johnson: Mayor Helms administered the Oath of Office to Virginia "Gin" Johnson as Police Officer as members of her family looked on.
- C. Swearing in of Mason Wright as Police Officer: Mayor Helms administered the Oath of Office to Mason Wright as a Police Officer as members of his family looked on.
- D. Appointing Finance Officer Darlene Carrasquillo to be an authorized signer on Town of Montreat Bank Accounts: Commissioner Alice Lentz moved to appoint Darlene Carrasquillo as an authorized signer on Town of Montreat Bank Accounts. Mayor Pro Tem Kent Otto seconded and the motion carried 5/0.

**Board of Commissioners
Meeting Minutes
November 14, 2019**

E. Contract for Interior Design Services: Mr. Carmichael stated that this contract would provide some additional design services to help with furnishings, colors, etc. Commissioner Alice Lentz moved to approve Contract #19-011-01 with Yuko Walter Architecture Design for Interior Design Services in the not-to-exceed amount of \$5250. Commissioner Jane Alexander seconded and the motion carried 5/0.

Public Comment

Mr. Richard DuBose of MRA recommended that since the new Town Hall will likely be frequented by visitors, that interior design plans should include information about the key entities at Montreat, including the College, MRA and the Presbyterian Heritage Center.

Commissioner Communications

Responding to a question by Commissioner Widmer Public Works Director Barry Creasman said that work on Greybeard Trail will begin prior to Thanksgiving. It will take a few months to complete the project. A detour along West Virginia will be necessary, although Barry said they have worked out a plan to minimize how long the detour will be in effect. Texas Road Spur was paved earlier this week, with plans to pave Kentucky, South Carolina Terrace and Wyck Road next week provided the temperature rises above 40 degrees.

Meeting Dates

Montreat Planning & Zoning Commission:	Thursday, November 21, 2019 Walkup Building 10:30 a.m.
Montreat Tree Board:	Tuesday, November 26, 2019 Town Services Building 9:30 a.m.
Town Office Closed:	Thursday & Friday, November 28 & 29 Thanksgiving Holiday
Montreat Landcare:	Wednesday, December 4, 2019 Allen Building Swannanoa Room 10:00 a.m.
Planning & Zoning Commission:	Thursday, December 5, 2019 Walkup Building 10:30 a.m.

**Board of Commissioners
Meeting Minutes
November 14, 2019**

December Town Council Meeting:	Thursday, December 12, 2019 Walkup Building 7:00 p.m. Public Forum begins at 6:30 p.m.
Planning & Zoning Commission:	Thursday, December 19, 2019 Walkup Building 10:30 a.m.
Town Office Closed:	Tuesday & Wednesday, December 24 & 25 Christmas Holiday
Save the Date!	Saturday, April 25, 2020 Moore Center Field Native Plant Sale & Arbor Day Celebration

Adjournment

Commissioner Lentz moved to adjourn the meeting. Commissioner Fouche seconded and the motion carried 5/0. The meeting was adjourned at 7:44 p.m.

Tim Helms, Mayor

Angie Murphy, Town Clerk



TOWN OF MONTREAT

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

ADMINISTRATIVE REPORTS: ADMINISTRATION

Town Administration report for the month of November , 2019

Monthly Statistics

Public Meetings	5
Inter-Organizational /Intergovernmental Meetings	1
Agendas Prepared	2
Minutes Transcribed	3
Resolutions Drafted	0
Public Records Requests Processed	0
Water Bills Processed	674
Leak Adjustments	20
New Water Accounts Established	2
Purchase Orders	69
Professional Development Hours	56
Sunshine List Messages	5
Website Posts	6
Social Media Posts	1
Code Red Alerts	1
Workers Compensation Claims	0

Upcoming Events and Schedule Changes

Comments

N/A

Staff Communications

Please be aware of construction and repair projects as you are traveling in Montreat



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ADMINISTRATIVE REPORTS: BUILDINGS AND INSPECTIONS

Buildings and Inspections report for the month of August , 2019

Monthly Statistics

Building Permits Issued	6
Pending Building Permits	0
Building Inspections Performed	23
Stop Work Order Issued	0
Defective Building Posted	0
Denied Building Permits	0
Fire Inspections Performed	0
Fire Re-Inspections Performed	0
Fire Permits Issued	0
Fuel Costs	0

Comments

Staff Communications



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ADMINISTRATIVE REPORTS: STREETS

Streets Department report for the month of November , 2019

Monthly Statistics

Miles of Road Maintained	17.12
Miles of New Road Constructed	0
Public Trees Removed	0
Sand Applied to Roads (tons)	0
Ice Melt Applied to Roads (pounds)	0
Monthly Fuel Costs	321.14
Contracted Employee Staff Hours	111
Road Closures	3

Comments

Leaf removal has begun
Please keep a watchful eye out for the crews working on the sides of the roads.

Staff Communications

0



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ADMINISTRATIVE REPORTS: POLICE DEPARTMENT

Police Department report for the month of November , 2019

Monthly Statistics

Patrol Mileage	2,343
Dispatched Calls	48
Officer-Initiated Calls	484
Fire Assistance Calls	2
EMS Assistance Calls	2
Motorist/Other Assistance Calls	28
Traffic Stops	96
Parking Issues	15
Burglar Alarm Responses	3
Fire Alarm Responses	3
Residential/Building Checks	327
Ordinance Violations	11
Law Enforcement Agency Assistance Calls	31
Animal Control Calls	0
Larcenies	0
Breaking & Entering Calls	2
Suspicious Person Investigations	1
Suspicious Vehicle Investigations	2
Disturbance Calls	4
Accident Responses	0
Auxiliary Hours Worked (Regular)	32
Auxiliary Hours Worked (Addittional)	37
Truck Turns at Gate	3
MPD Fuel Cost	\$ -
Professional Development Hours	0
Town Service	513
MRA Service	132
College Service	11

Comments

There has not been any significant events for the month of October.

MPD is still keeping pressure on the speeding issue. In addition to that, the remote flashing radar speed sign is now in use. With continued use, we will start to garner statistics from it that will help in addressing potential problem areas and times.



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ADMINISTRATIVE REPORTS: WATER AND PUBLIC WORKS

Water and Public Works report for the month of November , 2019

Monthly Statistics

Calls for Service	22
Water Leaks Repaired	1
New Water Lines Installed	0
Water Meters Read	674
Water Meter Replacements	3
Gallons of Water Produced	3,857,194
Monthly Fuel Cost	\$ 410.98
Hours Pumped (11 wells combined)	1,954

Upcoming Events and Schedule Changes

#REF!

#REF!

Comments

N/A

#REF!

Staff Communications

#REF!

#REF!

#REF!



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ADMINISTRATIVE REPORTS: SANITATION

Sanitation Department report for the month of November , 2019

Monthly Statistics

Curbside Trash Collected (tons)	25.25
Pay-As-You-Throw Trash Bags Collected	35
Curbside Recycling Collected (tons)	6.52
Pay-As-You-Throw Recycling Bags Collected	28
Cardboard Recycling Collected (tons)	0.61
Unique Curbside Sanitation Stops	3,334
Bagged Leaf Pickup	89
Brush Pickup (cubic yards)	12 loads
Hauling Fees	\$1,837.33
Tipping Fees	\$2,192.12
Dumpster Rental Fees	\$203.92
Sanitation Fuel	\$211.83
Contracted Employee Staff Hours	127.5

Upcoming Events and Schedule Changes

N/A

Comments

N/A

Staff Communications

0

As always, please remember to tie your trash bags before setting them out for curbside pickup.



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ADMINISTRATIVE REPORTS: ZONING ADMINISTRATION

Zonning Administration report for the month of October , 2019

Monthly Statistics

Approved Zoning Permits	2
Denied Zoning Permits	0
Pending Zoning Permits	2
Variance/Interpretation Granted	0
Conditional Use Permits Granted	0
Permit Extensions Granted	0
Sign Permits Issued	0
Notice of Violations	0

Comments

N/A

Staff Communications

0

0

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ADMINISTRATIVE REPORTS: FINANCE

Finance report for the month of

October , 2019

REVENUES

Fund	Fund #	Budget	This Month Actual	YTD Collected	% Collected
GENERAL FUND	10	1,968,461.00	4,183.83	4,183.83	0.21%
WATER FUND	30	401,896.00	27,339.17	27,339.17	6.80%
TOTAL REVENUES GENERAL & WATER FUNDS		2,370,357.00	31,523.00	31,523.00	1.33%

EXPENSES

Dept Name	Fund #	Budget	Actual	YTD Exp	Spent
GOVERNING BODY	10	56,701.00	4,517.50	4,517.50	7.97%
ADMINISTRATION	10	380,295.00	39,036.41	39,036.41	10.26%
PUBLIC BUILDINGS	10	33,004.00	419.88	419.88	1.27%
POLICE	10	460,410.00	35,310.91	35,310.91	7.67%
BUILDING AND ZONING	10	124,660.00	2,856.64	2,856.64	2.29%
PUBLIC WORKS	10	157,342.00	12,153.99	12,153.99	7.72%
STREET	10	607,397.00	30,907.91	30,907.91	5.09%
SANITATION	10	118,602.00	11,255.68	11,255.68	9.49%
ENVIRON,CONS,REC	10	30,050.00	1,000.00	1,000.00	3.33%
TOTAL EXPENSES GENERAL FUND		1,968,461.00	137,458.92	137,458.92	6.98%

Dept Name	Fund #	Budget	Actual	YTD Exp	Spent
WATER	30	401,896.00	2,945.17	2,945.17	0.73%
TOTAL EXPENSES WATER FUND		401,896.00	2,945.17	2,945.17	0.73%

TOTAL EXPENSES GENERAL & WATER FUNDS		\$2,370,357.00	\$140,404.09	\$140,404.09	5.92%
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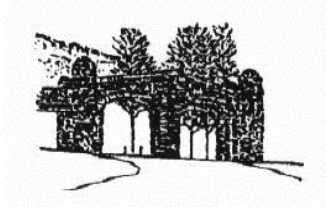
GENERAL FUND INCOME/LOSS - JULY 2019

(\$133,275.09)

WATER FUND INCOME/LOSS-JULY 2019

\$24,394.00

SPECIAL PROJECTS					
Project	Fund #	Budget	Actual	Spent	Spent
PUBLIC WORKS BLDG	14	300,000.00	0.00	47,400.89	15.80%
FEMA-GREAYBEARD	15	40,000.00	0.00	2,987.80	7.47%
FEMA-TEXAS ROAD	16	50,000.00	0.00	38,071.55	76.14%
FEMA-PROVIDENCE TERR	17	21,000.00	0.00	15,683.00	74.68%
FEMA-CALVIN TRAIL	20	30,000.00	0.00	13,490.57	44.97%
FEMA-CULVERT PROJECT	21	39,800.00	0.00	39,274.83	98.68%
FEMA-DEBRIS PROJECTS	22	3,200.00	0.00	0.00	0.00%
FEMA-URBAN FORESTRY 2018	23	10,000.00	0.00	841.28	8.41%
FEMA-URBAN FORESTRY 2019	24	12,927.00	0.00	1,477.91	11.43%
FEMA-MISC	25	15,360.00	0.00	10,358.00	67.43%
TOTAL SPECIAL PROJECTS	N/A	\$ 522,287.00	\$ -	\$ 169,585.83	32.47%



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RESOLUTION #19-12-001 ESTABLISHING A THREE-WAY STOP AT ASSEMBLY DRIVE AND GEORGIA TERRACE

WHEREAS, the Town is committed to the public safety of Montreat visitors and residents;
and

WHEREAS, excessive speed along Assembly Drive has become increasingly concerning to
the safety of pedestrian and vehicular traffic; and

WHEREAS, the Town of Montreat Police Department has presented the Board of
Commissioners with a recommendation for a three-way stop along the Assembly Drive corridor
and;

NOW, THEREFORE, BE IT RESOLVED by the Town of Montreat Board of Commissioners that
a three-way stop sign be established at the intersection of Assembly Drive and Georgia Terrace to
mitigate speed and ensure public safety.

READ, APPROVED AND ADOPTED, this the ___ day of _____, 20__.

[SEAL]

Tim Helms, Mayor

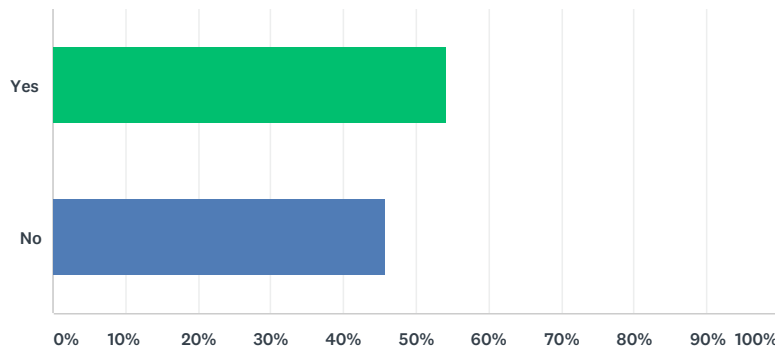
ATTEST:

I hereby certify that this is a true and correct copy of this Resolution, duly adopted by the Town of
Montreat on the ___ day of _____, 20__, as it appears of record in the official minutes.

Angela M. Murphy, CMC, NCCMC
Town Clerk

Q1 Are you in favor of a three way stop at the intersection of Assembly Drive and Georgia Terrace to slow traffic/protect pedestrians?

Answered: 109 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	54.13%	59
No	45.87%	50
TOTAL		109

#	PLEASE PROVIDE YOUR COMMENTS ON THIS QUESTION:	DATE
1	Not necessarily opposed; perhaps a traffic study or trial period could indicate if a stop would help.	11/26/2019 1:32 AM
2	This would not only improve the safety of cars and pedestrians at that intersection, but would go a long way to slowing traffic generally on Assembly Drive. Great idea!	11/25/2019 8:21 PM
3	Very dangerous corner, for both pedestrians and drivers. A 3-way stop benefits the whole community.	11/25/2019 3:42 PM
4	It is needed because it is a very busy intersection with limited vision from Montreat Rd turning into Georgia Terrace. A 3-way stop hives's cars and pedestrians time for safety.	11/25/2019 3:23 PM
5	It is Montreat college kids 9 times out of 10 - the school needs to do something and be held responsible, especially considering they don't pay taxes and are bad for the town.	11/25/2019 3:08 PM
6	I support cars going slower, but would much rather start with better efforts at enforcement and communication. Stop signs are a dramatic solution to a problem that does not require anything that dramatic.	11/24/2019 10:11 PM
7	You have to slow way down to make the turn anyway - that should be enough to calm traffic.	11/23/2019 10:01 PM
8	My house sits directly at the point where the 30mph speed limit goes to 20mph (and vice versa). I see the speed at which the drivers pass by. The citizens seem to be the ones who respect the speed limit. I always know when the various employees of Assembly Inn (and other places) leave their work for the day and drive by my house to go home. They are usually getting off between 2:30 - 4:30 pm. First of all, I see the speed at which they travel; and secondly, I smell the cigarette smoke emitting from their car windows! I think it would be a good idea to focus on these employees and their employers, along with the college students (who really are not always as fast as one might think). The employers, the college, and the town should be instrumental in educating these employees about the speed limits as well as they can. I don't know the laws concerning what employers can do about this; but surely some sort of educational programming can be done. Thank you, Beverly Badger 231 Assembly Drive	11/23/2019 7:01 PM
9	Pedestrians have to wait for crs at crosswalk.....Carsdo not give righthtof way to pedestrians ass they should.....T:his is needed and could slow folks down some!!!!!!!	11/23/2019 4:21 PM
10	How big of an issue is this really? Only occasionally is it a problem. Don't think it needs a fix of this magnitude.	11/23/2019 2:50 PM
11	Not necessary. Put up pedestrian signs with flashing light to grab attention. For example, save a lot of money by installing a sign similar to fire departments. Pedestrian presses button...sign lights up flashing "pedestrians crossing". If you want people to slow down because they are going 5-10 over, have your officers write citations instead of just stopping them to warn them. Just dishing out verbal warnings or even written warnings is simply an inconvenience. An inconvenience most are willing to deal with on occasion. Sometimes you must hurt someone's wallet before they will learn a lesson!	11/23/2019 2:37 PM

Assembly Drive Stop Signs

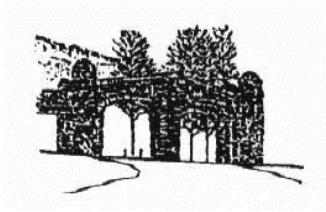
12	I think it will create a back-up of cars on Montreat Rd, especially during high volume times of the day. I also think that having a 20 mph zone there is sufficient to slow traffic and create safe crossing opportunities for pedestrians.	11/23/2019 1:58 PM
13	three and four way stops are helpful contributors to slowing speed/traffic and increasing safety protection of pedestrians.	11/23/2019 1:44 PM
14	People don't understand how a 3or4way stop works will cause confusion stay with the police checking speed. Thanks	11/23/2019 12:29 PM
15	Often drivers don't even stop for pedestrians at that intersection, and Montreat College drivers often fly on that stretch of road. Enlisting the college's support in enforcing the speed limit would be another step in the right direction.	11/23/2019 12:05 PM
16	There is already a stop sign on Georgia Terrace coming onto Assembly. Pedestrians regularly TAKE that right of way just the same as they do on Assembly. Many times they step out without looking or glance and aggressively step out daring someone to hit them. Please, please don't add stop signs to Assembly! Reinstate old school in which pedestrians stop, look both ways and listen out of respect for traffic flow. The snail's pace of 20 MPH is sufficient to insure a level of safety that is balanced with risk. If the town must bow to recent trends that attempt to eliminate all risk whatever the cost, then install a stop light with a cross walk on Assembly that only activates when a button is pressed by a pedestrian waiting to cross or the road embedded sensor at the foot of Georgia Terrace reports to the traffic light control that a vehicle has been waiting to turn left for an inordinate amount of time. To install stop signs for all directions is unnecessary. Traffic should proceed until there is cause to stop and a stop sign cannot determine that. Only a driver. A pedestrian should not cross the road until it is safe to do so and only a human can determine that in like manner. Also, please consider REMOVING the 4 way stops like the ones at Louisiana and ??? (can't recall the street) as stopping the rare flow of all vehicles at such intersections does nothing for safety but impedes progress however slow in our town. Perhaps in a busy town at busy intersections but when these were installed years ago it begged the question, "Why in the world?" and that context hasn't changed including the busy summer months. Why put in structures that really only tenuously connect to 8 weeks during the summer that then apply to residents for the other ten months? Perhaps street side flashers that activate when a pedestrian presses a button that are only active during the summer months. Thank you for soliciting opinions prior to crafting policy and procedures. This has been missing for years.	11/23/2019 10:12 AM
17	Excellent idea. Also a speed bump would be effective somewhere on Greybeard Trail between the campground road and West Virginia. Traffic to and from the trail head recently is heavy and often over the speed limit. Just sayin'.	11/23/2019 6:31 AM
18	A 3-way there won't make a difference.	11/23/2019 5:41 AM
19	Just phase in gradually as we educate people.	11/23/2019 4:08 AM
20	It can be a bad intersection, but a stop at Assembly there is not a good idea	11/23/2019 3:33 AM
21	I find cars drive way to quickly on Assembly Drive. My husband was PASSED by a car! A stop sign would be welcome. Also, when an event ends/begins, it is hard to make the turn to the post office so this would facilitate that as well.	11/23/2019 3:10 AM
22	I walk and drive a lot in that area and have never experienced any trouble.	11/23/2019 2:23 AM
23	Requiring all cars to stop will cause more congestion. And more congestion will lead to more interaction with pedestrians and cars, increasing the likelihood of incidents.	11/23/2019 2:20 AM
24	I think a notice like you have given will be sufficient. If not, police should give tickets.	11/23/2019 2:08 AM
25	enforcement of local laws is good enough.	11/23/2019 1:24 AM
26	Perhaps install the crosswalk signs used on Montreat College campus and at the top of the dam. It really helps slow traffic and makes it clear that pedestrians have the right of way.	11/23/2019 1:17 AM
27	In the summer it would help.	11/23/2019 12:52 AM
28	Totally unnecessary. Drivers watch for pedestrians and vice versa. There should be NO stop signs on Assembly Drive, period. Traffic flow is bad enough, as it is. 30 mph until the ball field is wonderful. 20 mph thereafter is sensible and slow enough to keep traffic moving, without endangering pedestrians. No, no, no, no, nooooo!	11/22/2019 11:44 PM
29	We need to observe speed limits without adding more complexity. It's not worth the expense. Stop signs are for managing intersecting lanes of equal right of way, not for slowing people down. Ann Neel 423 Appalachian Way	11/22/2019 11:39 PM
30	as I stated before, the 4 way stop at Louisiana & Virginia, has made a great difference, in safety. Please do this at the P.O., too. It will be a great help with pedestrian traffic, particularly in the Summer. Thanks for all your good work, Montreat staff. Happy Thanksgiving to all! Clary Phipps	11/22/2019 11:11 PM
31	Aren't you still considering another STOP sign at Assam LT and Shenandoah?	11/22/2019 10:52 PM
32	It may help slow traffic on Assembly Drive.	11/22/2019 10:51 PM
33	There is no need for it.	11/22/2019 10:37 PM
34	At a critical place for traffic flow in both directions a three way stop would certainly help to slow traffic down creating a safer environment for all.	11/22/2019 10:32 PM

Assembly Drive Stop Signs

35	It will not slow speeders but will cause more traffic jams in the summer in particular or any time there is an event in Anderson or the College or one of the churches. During slow times people will just slow slightly and then the need will be to ticket for running stop sign. More diligent traffic control is the answer	11/22/2019 10:22 PM
36	That intersection can be a busy spot with people going and coming to/from the post office, the playground, the walking paths. We're not burdened with stop signs. it doesn't hurt to be pro-active in protecting our people.	11/22/2019 10:22 PM
37	Not needed yet.	11/22/2019 10:03 PM
38	Additional safety, particularly when clubs in session	11/22/2019 9:50 PM
39	A crosswalk with a YIELD TO PEDESTRIANS sign in the middle would be more effective. If drivers are driving 20 mph, it is not a problem to stop to yield to pedestrians. A sign like this has been pretty effective in front of the Inn.	11/22/2019 9:50 PM
40	Great idea to slow traffic down, especially for people who aren't aware of the speed limit change.	11/22/2019 9:44 PM
41	Prefer a "slow down" type sign rather than a stop sign or "stop for pedestrians". I would rather see stop signs at lookout drive and assembly road.	11/22/2019 2:00 PM
42	All in favor of traffic calming. Was passed on Assembly Drive last summer!	11/21/2019 12:08 AM
43	I have witnessed multiple close calls at this intersection with pedestrians and cars. There are several factors that contribute to its dangerous status. 1. It's busy sometimes with pedestrians and other times not. So, people never know when to slow down until a conference is well underway. 2. College students each year learn of the traffic patterns the hard way, namely by nearly hitting pedestrians. A forced stop would help that issue. 3. The pedestrian approach to the road from both sides have blind spots on them, and often people are in the midst of "deep theological conversation" from conferences and may forget they need to stop and look both ways. 4. Often children run ahead of their parents on the Lake Susan walkway or down the steps from Assembly Inn, and if cars were stopped or stopping at that point, it would be far less dangerous for them.	11/19/2019 8:08 PM
44	There is not a need for a stop sign with the speed limit being 20mph. There is a pedestrian crossing there which should be enough.	11/18/2019 2:06 PM
45	I have lived here for several years and I don't see excessive amounts of foot traffic at that intersection and I pass it both coming and going home.	11/18/2019 2:39 AM
46	There's is no need to delay traffic there when we are already going at a reasonably slow speed and can stop easily for pedestrians. Cutting back some of the bushes there on the park side of the street so it is easier for north travelers to see.	11/18/2019 1:40 AM
47	I've lived in Montreat full-time for nearly six years. I don't see any need for a stop sign at this location. Certainly this is one of the higher pedestrian crossing points in Montreat, but less so than Lookout Rd. Further it is a high point of pedestrian crossing during the summer whereas the crossing points on Lookout are frequently used year-round. It's really a simple intersection...if there are pedestrians waiting to cross, a driver should stop and let them cross. If there are no pedestrians, there is no need to delay traffic with a stop sign. If drivers are excessively speeding in the 20 mph zone, pull them over. Additionally, the town has sound ordinances in place that are reasonable. If they are not being followed by a particular vehicle, pull them over. If they are under the sound ordinance in place, then, respectfully, what's the problem? If someone live beside a road that has cars going up and down it, they're going to hear cars, that's just the way it is. There may be more traffic than there used to be, but that doesn't make those vehicles above the sound ordinance.	11/18/2019 1:32 AM
48	<Redacted>	11/16/2019 10:35 PM
49	Speeding is an issue everywhere. Not unusual to see card doing 40.+ on. Mississippi Rd	11/16/2019 8:57 PM
50	I would prefer a blinking caution light. A better place for a stop sign would be at Lookout and Assembly.	11/16/2019 3:23 PM
51	An increase in speed limit enforcement is needed along all of Assembly Drive. A single stop sign is not the answer to slowing traffic on this artery.	11/16/2019 2:35 PM
52	So many kids in summer. They don't look or pay attention. This one is a no brainer!	11/16/2019 4:02 AM
53	Difficult intersection with limited sight Charlotte Koehler	11/16/2019 3:08 AM

Assembly Drive Stop Signs

54	<p>More stop signs and calming devices are a waste of time and money— like putting speed bumps in a cemetery! Except in rare instances, the speed limit should be 35 MPH. Then, enforce the law— nothing more is needed. Montreat is so darned 'calm' now that a morgue is more interesting! If it weren't for the BM ambulances and fire trucks, it would be like living in a convent! Love those fire trucks. Other than those running into a gate made for horses and biggies, how many accidents, caused by speed, have occurred in past 5 years? The complainers need to get a life!! Want to do something that will improve our town? Puts some flags out for Veterans Day; decorate for Thanksgiving; Christmas trees and lights around the lake etc etc. We must drive to BM see a flag, a Christmas tree or buy a quart of milk! Bored busy bodies then turn to stop signs, round-a-bouts and calming devices. I remember that we turned down the request from the college to place some colorful banners outlining the campus—how pathetic! The I'm a great admirer of our elected officials and employees of our town— what an awesome job you have done. However, if Montreat is indeed a town, it's time to make it so—and not be intimidated by the "FEW", who oppose any change to make Montreat a more enjoyable place for the majority. In doing so, I believe we will be supporting a stronger and growing MRA and Montreat College—a BETTER Montreat for all of us. Don</p>	11/15/2019 11:57 PM
55	<p>As a year-round resident picking up mail daily, I have never had to wait for more than approximately 3 cars at this intersection; however I usually get my mail in late afternoon. I do not think this would slow traffic, and the fewer stop signs we have in Montreat, the better.</p>	11/15/2019 11:22 PM
56	<p>If slowing traffic on Assembly Drive is the goal, how about some speed bumps all along Assembly Drive?</p>	11/15/2019 10:48 PM
57	<p>Assembly Drive is a main thoroughfare. Right now there are no stops between the gate and the end of Greybeard Trail. I prefer to keep it that way. I have friends who visit and complain about the low speed limit of 20 mph. But I support that speed limit as the best way to control traffic and prevent accidents to pedestrians and other vehicles. I would rather drive at a slow, steady pace but not have to stop. - Philip Arnold</p>	11/15/2019 10:41 PM



TOWN OF MONTREAT

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

RESOLUTION #19-12-002 ESTABLISHING A TOW-AWAY ZONE ON LOOKOUT TERRACE

WHEREAS, the Town of Montreat is concerned about the obstacles to safe passage of all traffic on Lookout Terrace; and

WHEREAS, the narrowness of the road and the ability for emergency vehicles to pass is a public safety concern; and

WHEREAS, the Town Staff recommend a tow-away zone on Lookout Terrace between Lookout Trailhead and Whitewater Cove Road;

NOW THEREFORE BE IT RESOLVED, by the Town of Montreat Board of Commissioners that a tow-away zone be established on Lookout Terrace to ensure safety.

READ, APPROVED AND ADOPTED, this the 12th day of December, 2019.

[SEAL]

Tim Helms, Mayor

ATTEST:

I hereby certify that this is a true and correct copy of this Resolution, duly adopted by the Town of Montreat on the 12th day of December, 2019 as it appears of record in the official minutes.

Angie Murphy
Town Clerk



OKLAHOMA

LOOKOUT

Tow-Away Zone

OKLAHOMA

**TOWN OF MONTREAT BOARD OF COMMISSIONERS
REQUEST FOR BOARD ACTION
Meeting Date: December 12, 2019**

SUBJECT: Budget Amendment #4: Amending Fee Schedule for Parking

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: C
Department: Administration
Contact: Alex Carmichael, Town Administrator
Presenter: Alex Carmichael, Town Administrator

BRIEF SUMMARY:

In order to provide a more effective deterrent to violations of parking laws in Montreat staff recommends amending the fee schedule as it relates to parking fees. The attached Budget Amendment #4 outlines the increases for the parking fee schedule.

RECOMMENDED MOTION AND REQUESTED ACTIONS:

Move to adopt/deny Budget Amendment #4 increasing certain fines

FUNDING SOURCE:

N/A

ATTACHMENTS:

Budget Amendment #4: Amending Fee Schedule for Parking

STAFF COMMENTS AND RECOMMENDATIONS:

Staff recommends approval of Budget Amendment #4: Amending Fee Schedule for Parking.

**TOWN OF MONTREAT
FISCAL YEAR 2020
BUDGET AMENDMENT # 4**

Be it ordained by the Town of Montreat Board of Commissioners that the following amendment be made to the Budget Ordinance for the fiscal year ending June 30, 2020.

Department(s): POLICE

Purpose: ADJUST THE BUDGET DUE TO AN INCREASE IN PARKING FEES

Section 1. To amend the General Fund as follows:

Line Item	Account Number	Increase Change (DR)	Decrease Change (CR)	Amended Budget
AUXILIARY	10-10-5100-740	200.00		25,394.00
COURT COSTS— FINES & FEES	10-10-3405-400		200.00	225.00

Section 2. I certify that the accounting records provide for this budget amendment, and that the revenue source(s) are available:

Darlene Carrasquillo 12-5-19
Finance Officer Date

Section 3. Copies of this amendment shall be delivered to the Budget/Finance Officer and Town Auditor for their direction.

Adopted this _____ day of _____, _____.

Recorded and filed:

Budget Officer/Town Administrator	Date
Town Clerk	Date

PARKING FEES RATE CHANGES:	From	To
Overtime Parking	\$2.00	\$2.00
Illegal Parking	\$5.00	\$50.00
Handicap Parking (Unauthorized)	\$25.00	\$75.00
Late Fee for Parking Fines (If not paid within 15 days)	\$10.00	\$10.00
Immobilization Fees	\$20.00	\$50.00

**WRITTEN CONSISTENCY STATEMENT
OF THE TOWN OF MONTREAT PLANNING AND ZONING COMMISSION
TO THE TOWN OF MONTREAT BOARD OF COMMISSIONERS
REGARDING PROPOSED ZONING ORDINANCE TEXT AMENDMENTS
DECEMBER 12, 2019**

Having reviewed the Zoning Text Amendment Request to amend Zoning Ordinance Sections 612.4, 628, 905 and Hillside Development Ordinance Section 4(b) at the November 21st Planning and Zoning Commission meeting, and having considered information from the planning staff of the Town of Montreat, the Planning and Zoning Commission hereby recommends approval for the following proposed text amendments:

Zoning

612.4 Reasonable Accommodation. In addition to meeting the general requirements of Section 612.1, a property owner may request approval to erect or install accessibility features within the required yard setback, subject to meeting all the following conditions:

- 3) Accessibility improvements designed and sited to occupy a portion of street right-of-way fronting the property served are also subject to review for Administrative Approval by the ~~Zoning Official and~~ Town Administrator prior to application for the associated construction permits.

628 Approval for Construction in Rights-of-Way. Town rights-of-way are reserved for public purposes such as streets, street shoulders, utility lines, alleys, future street improvements, bikeways, walkways, driveway connections, drainage, and plantings for beautification. Any and all construction in public rights-of-way is prohibited without the prior written permission of the ~~Zoning Official and the~~ Town Administrator. At the discretion of the ~~Zoning Official and the~~ Town Administrator, private construction projects that produce a public benefit may be allowed in public rights-of-way (for example: a retaining wall that keeps a drainage ditch clear.) No private improvements on public rights-of-way shall be allowed which will interfere with existing or future public benefits of public rights-of-way.

905 Use of Public Streets for Parking. When determining parking area requirements for individual uses, portions of public streets may not be considered as permissible for parking unless part of an overall parking plan developed to accommodate new construction, alterations to, or changes in use of, existing buildings.

- A. Parallel parking is currently permitted only along select streets in the Institutional (I) or Institutional/Residential (I/R) Districts, as delineated on the official zoning map, due to historic use of these locations for parking. Requests for approval of newly-created parallel or diagonal parking spaces in the I and I/R Districts of Town shall be reviewed for approval on a case-by-case basis by the Town Administrator, ~~Public Works Director~~ and Zoning Official.

Hillside Development


4. Development Standards

- b). *Front Yard Setback Reduction.* Owners of previously-platted parcels with an existing grade of forty percent (40%) or greater may request up to a fifty percent (50%) reduction in the required front yard building setback for the associated Zoning District. Requests will be evaluated on a case-by-case basis, and permission must be evidenced by written approval bearing the signatures of both the Zoning and Town Administrators.

The proposed text amendments are consistent with the Town of Montreat Comprehensive Plan. The following reasons were considered in the deliberations of the Town of Montreat Planning and Zoning Commission: the proposed text amendment is reasonable considering the clarification provided to staff on permitting procedures and the streamlining of the application process for property owners and/or developers.



Planning and Zoning Commission Chair



Date



Statement of Work | Town Hall New Construction

Prepared for:

Town of Montreat

97 Rainbow Terrace
Montreat, NC 28757

November 30, 2019

Table of Contents

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Change Control, Adverse Conditions & Unaccounted Items.....	4
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November 30, 2019 | I HEREBY ACKNOWLEDGE THE AFOREMENTIONED RESPONSIBILITIES NOTED HEREIN AND AGREE TO ADHERE TO THEM.
CLIENT INITIALS _____

Project Background & Objective

Background

Town of Montreat is currently in the process of construction for a new Town Hall building. Expected completion should be around May.

Objective

The objective of this project is to set up networking for the new Town Hall building. The building network will consist of a firewall, two switches, and three access points. On the opening day of the building, an Engineer will be onsite to provide support to end-users and make any network changes that are necessary. Additionally, Electronic Office will subcontract Carolina Technologies for the client's low voltage cabling and audio/visual needs.

Risks

There are no identifiable risks associated with this project.

Project Scope & Client Responsibilities

Scope of Work

The Parties agree the following scope has been identified during our meetings and interviews, and in consideration the Contractor shall perform these specific tasks to meet the objectives listed:

Install Low Voltage Cable Wire Pathways for Data and Speakers (Carolina Technologies)

Install Network Rack (Carolina Technologies)

Install Camera Surveillance, Security Sensors, and Key Reader (Carolina Technologies)

Install TVs, Solstice Pod, and Speakers (Carolina Technologies)

Configure and Install Network Equipment (Electronic Office)

Go Live Support (Electronic Office)

Assumptions

The Statement of Work was based upon the following assumptions.

1. Town of Montreat has reviewed and approved the scope of work and hardware quoted by Carolina Technologies on Town Hall_11262019061912.
2. Electronic Office's quote for this project will include Carolina Technology's fees, as their work will be subcontracted by request of the client.

Client Responsibilities

The Client agrees to perform the following within timelines necessary to meet the objectives listed:

1. Client will allow appropriate access to building and server room to complete the project
2. Client will allow for appropriate downtime as necessary to complete the project.

November 30, 2019 | I HEREBY ACKNOWLEDGE THE AFOREMENTIONED RESPONSIBILITIES NOTED HEREIN AND AGREE TO ADHERE TO THEM.
CLIENT INITIALS _____

Change Control, Adverse Conditions, & Unaccounted Items

Change Control Procedure

The following process will be followed if a change to this SOW is required:

Additional tasks or activities outside the scope of this Statement of Work ("SOW"), but related to the project, will be accommodated by a billable Change Request ("CR").

- A Change Request ("CR") will be the method for requesting a change to the SOW. The CR will describe the change, the rationale for the change, the impact on the implementation timeline, and the impact on the overall cost of this project. Both EO and Client may initiate a CR.
- A written CR must be signed by both the client and Electronic Office to authorize implementation of the CR.

Adverse Conditions and Unaccounted Items

This project has been designed based upon the information provided by the client. In some cases, we may have not been privy to critical information pertaining to the successful implementation of this project, which may impact the results or create the need for a Change Request.

- Software licensing, server data consumption, and internal network performance have not been fully validated prior to the creation of this Statement of Work due to lack of access.
- Software and hardware do not always act as advertised by the manufacturer in every environment. EO does not extend technical support beyond that offered by the manufacturer or publisher.
- EO will assist with the provisioning of services from the Telco companies but is in no way responsible for problems associated with the ordering or provisioning of services supplied by the Telco company.
- We have not substantiated the network compatibility of any existing and planned applications and make no warranties. Some applications may require an upgrade to newer revisions to run properly.
- Proper power and line conditioning is essential to health and reliability of the network system. It is up to the client and the building owner to be certain the environment is free of "dirty" power, electro-magnetic interference and other disruptive forces.
- Proper ventilation and operating temperatures are essential to health and reliability of the network system. It is the responsibility of the client to make sure all hardware and other components are operated within normal operating temperatures.

November 30, 2019 | I HEREBY ACKNOWLEDGE THE AFOREMENTIONED RESPONSIBILITIES NOTED HEREIN AND AGREE TO ADHERE TO THEM.
CLIENT INITIALS _____

Price, Payment, & Completion Criteria

Price & Payment

The fixed price for performance of this SOW is **\$3,300.00** (plus tax). The payment terms are 50% upon execution of the agreement and 50% upon completion of the project. Payment for larger projects will be based on a schedule of milestone events. In no event shall Client defer payment, or make partial payment as a result of implementation delays caused by Client, Client's agents, or third parties not under control of The Electronic Office of Asheville, Inc. ("EO").

Completion Criteria

Electronic Office shall have fulfilled its obligations when the following occurs:

- All items listed in the 'Scope of Work' of this SOW are completed.
- Client has tested and signed off that all items listed in the 'Scope of Work' of this SOW are completed.

Project Closure

After delivery and installation of the goods, services, software, and equipment to be provided by Electronic Office pursuant to this Statement of Work, Client shall have a commercially reasonable period of time to utilize the goods, services, software and equipment to determine whether the same are performing in accordance with specifications prior to acceptance of the same (the "Acceptance Testing Period"). However, in no event shall the Acceptance Testing Period extend beyond thirty (30) days after the First Productive Use of the goods, services, software and equipment. For these purposes, First Productive Use shall occur only after the effective "go live" date has occurred, and the hardware/software is in use, performing substantially in accord with the product specifications.

November 30, 2019 | I HEREBY ACKNOWLEDGE THE AFOREMENTIONED RESPONSIBILITIES NOTED HEREIN AND AGREE TO ADHERE TO THEM.
CLIENT INITIALS _____

Approval

Limitation of Liability

In no event shall EO be liable for any indirect, special, or consequential damages or lost profits, arising out of or relating to this agreement or the performance or breach thereof, including loss of or damage to data, even if EO has been advised of the possibility thereof. EO's liability to Client hereunder, if any, shall in no event exceed the total of the amounts paid to EO for the product or work invoiced which is alleged to have caused damages.

Project Acceptance

IN WITNESS WHEREOF, the parties hereto have caused this SOW to be effective as of the day, month and year first written above.

Town of Montreat

The Electronic Office of Asheville

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

November 30, 2019 | I HEREBY ACKNOWLEDGE THE AFOREMENTIONED RESPONSIBILITIES NOTED HEREIN AND AGREE TO ADHERE TO THEM.
CLIENT INITIALS _____



1400 Sweeten Creek Road - Asheville, North Carolina 28803
Phone: 828-274-1196 - Fax: 828-274-4048

QUOTE

Date	Quote #
11/30/19	AAAQ33898

Sold To: Town of Montreat
Alex Carmichael
97 Rainbow Terrace
P.O. Box 423
Montreat NC 28757
Phone: (828) 669-8002
Fax: (828) 669-3810

Ship To: Town of Montreat
Alex Carmichael
97 Rainbow Terrace
P.O. Box 423
Montreat NC 28757
Phone: (828) 669-8002
Fax: (828) 669-3810

Town of Montreat-442947-Town Hall New Construction

Terms	Rep	P.O. Number	Ship Via
	emackiewicz		

Qty	Description	Unit Price	Ext. Price
1	HPE 2530-48G Switch - 48 Ports - Manageable	\$889.00	\$889.00
1	HPE Foundation Care Exchange - 1 Yr Extended Service - 9 x 5 Next Business Day	\$97.00	\$97.00
1	HPE 2530-24G-PoE+ Switch - 24 Ports - Manageable	\$795.00	\$795.00
1	HPE Foundation Care - 1 Yr Extended Service - 9 x 5 Next Business Day	\$72.00	\$72.00
1	RACKMOUNT.IT Rack Shelf - For Firewall - 1U	\$92.00	\$92.00
1	SonicWall TZ400 Network Security/Firewall Appliance - 7 Port	\$1,147.00	\$1,147.00
50	Tripp Lite Cat6 Gigabit Molded Patch Cable - 3 ft - Black	\$3.00	\$150.00
1	APC Smart-UPS 1000VA Rack-mountable - 3 Hr Recharge	\$505.00	\$505.00
1	Tripp Lite Power Strip Rackmount Metal 120V 5-15R 12 Outlet	\$57.00	\$57.00
3	Aruba Instant IAP-305 Wireless Access Point	\$402.00	\$1,206.00
3	HPE Foundation Care - 1 Yr Extended Service - Service - 9 x 5 Next Business Day	\$28.00	\$84.00
3	Aruba AP-220-MNT-W3 Wall Mount for Wireless Access Point - White	\$49.00	\$147.00
1	Hardware - Carolina Technologies	\$39,874.15	\$39,874.15
1	Alarm Monitoring - First Year Tax Free (Carolina Technologies)	\$264.00	\$264.00
SubTotal			\$45,379.15

TERMS AND CONDITIONS

This quote is valid for 15 days from the date issued and is subject to availability. All pricing is subject to change. Orders paid by Credit Card will incur a 3% processing fee. No specific warranties, other than manufacturer's individual warranties, express or implied, are granted. Projects and Special Orders will require a specific Payment Schedule as detailed on the Quote. Companies with specific terms that have accounts in good standing will be invoiced according to the terms and limits agreed upon or as stated in the Managed Services Agreement. Orders from Companies without prearranged financing or terms shall require a deposit, and balance is due Net Payable upon delivery.

Qty	Description	Unit Price	Ext. Price
1	Installation and Configuration Services - Electronic Office	\$3,300.00	\$3,300.00
1	Installation and Configuration Services - Carolina Technologies	\$7,846.50	\$7,846.50
SubTotal			\$11,146.50

SubTotal	\$56,525.65
Sales Tax	\$3,938.32
Shipping	\$0.00
Total	\$60,463.97

****PAYMENT SCHEDULE****

Product Total: \$48,537.21 50% = \$24,268.61
Service Total: \$11,926.76 50% = \$5,963.38

\$30,231.99 Total Due upon acceptance
\$24,268.61 Total Due upon delivery of product
\$5,963.38 Total Due Net 15 Days upon completion

****ACCEPTANCE****

By: _____

Name: _____

Title: _____

Date: _____

TERMS AND CONDITIONS

This quote is valid for 15 days from the date issued and is subject to availability. All pricing is subject to change. Orders paid by Credit Card will incur a 3% processing fee. No specific warranties, other than manufacturer's individual warranties, express or implied, are granted. Projects and Special Orders will require a specific Payment Schedule as detailed on the Quote. Companies with specific terms that have accounts in good standing will be invoiced according to the terms and limits agreed upon or as stated in the Managed Services Agreement. Orders from Companies without prearranged financing or terms shall require a deposit, and balance is due Net Payable upon delivery.

To: Barry Cressman

REUBEN CALDWELL DRILLING, Inc.
351 New Leicester Hwy.
Asheville, NC 28806
828-254-3581

December 05, 2019

This Construction Contract (the "Contract") is made as of this 5 day of December, 2019, by and between R. Caldwell Drilling, Inc. and Town of Montreat.

WITNESSETH:

1) Scope of Work:

R Caldwell Drilling will provide all materials, services, and labor for the installing of a new pump and motor, 20 hp-45 gpm, new 2 inch galvanized drop pipe (357' feet), and new wire (8-3 w/ground) in the well.

2) Contract Price:

The cost of the work provided is as follows:

New pump installation - \$15,799.00

Tax - \$1,104.53

Total \$16,883.53

These are subject to any additions and/or subtractions made pursuant to authorized change orders.

3) Payments:

Upon completion of the work described above, the Town of Montreat will be billed and payment will be expected in a timely manner (30-60) days.

Signed this 5 day of December, 2019.

Jeff Brackins, Manager
Reuben Caldwell Drilling, Inc.

Town of Montreat Representative

[Type here]