

**MINUTES  
VILLAGE OF FLAT ROCK COUNCIL MEETING  
HIGHLANDER ROOM  
MARCH 10, 2016  
9:30 AM**

**CALL TO ORDER**

Mayor Staton presided over the council meeting of March 10, 2016, at 9:30 a.m., in the Highlander Room of the Village Hall. Those present in addition to Mayor Staton were Vice Mayor Weedman and Council Members Brown, Coletta, Gooch and Jamerson, Village Clerk Parker and Village Administrator Boleman. Council Member Dockendorf was not present.

**MOMENT OF SILENT MEDITATION / PLEDGE OF ALLEGIANCE**

Mayor Staton led the group in a moment of silent meditation. He then led the group in the Pledge of Allegiance.

**AGENDA APPROVAL / CHANGES**

Council Member Gooch made a motion to approve the agenda as written, seconded by Council Member Coletta. The vote was unanimous, motion carried.

**Public Comments**

**Farmers Market – at park Thursday afternoons, May – October – Victor Behoriam**

Mr. Behoriam stated he is the manager of the farmers market, which has been a huge success. He expressed an interest in having the farmers market moved to the park, and feels it would give them better signage and would reach out to more of the public than just locals. He stated he would need to discuss this with the Flat Rock Merchants Association for their position and approval. The farmer-participants are split on such a move, with some in favor and others opposed or skeptical. There were concerns expressed by Council members about the availability of parking at the park and the impact a farmers market operation would have on parking, even though such operation would be for limited afternoon hours on only one day of the week. Council Member Coletta and Vice Mayor Weedman expressed concerns of a commercial enterprise using the park and allowing other businesses in the future to use the park on a regular basis. Others saw such operation as a community activity beneficial to all. Council agreed that Mr. Behoriam should discuss the matter further with the Flat Rock Merchants Association, and if the members supported the idea, the Council would take another look at the proposal and take some action after further discussion at a later date.

**CONSENT AGENDA**

1. Council Member Jamerson made a motion to approve the Consent Agenda consisting of the following:

- February 1, 2016 – Agenda Workshop Minutes

- February 11, 2016 – Council Meeting Minutes

The motion was seconded by Council Member Coletta and carried on a unanimous vote.

### **Special Reports**

#### 2. Administration – Village Administrator Boleman

Ms. Boleman reviewed the February 2016 zoning report dated March 8, 2016, and Village Administrator report dated March 10, 2016 (see attached reports).

She mentioned the deadline for newsletter articles is March 20, 2016. The theme of the April newsletter is volunteerism.

#### 3. Tax Report – Vice Mayor Weedman

Vice Mayor Weedman reported that, as of March 9, 2016, the current fiscal year tax collections are at 99.61%, with \$924,758.58 total collected (see attached report dated March 9, 2016).

#### 4. Park Update – Council Member Brown

Council Member Brown presented and reviewed draft application forms and a fee schedule for pavilion and park use. Reservations may be made for use of the pavilion between April and October on a first come first served basis. Reservations will be reviewed and approved by Ms. Brown. The use of alcohol is prohibited except with Council's consent on a case by case basis. Any fees paid by credit card will be subject to a 2% convenience fee. Security deposits are to be paid only by cash or check. Ms. Brown made a motion to accept the rules and fees as amended, seconded by Vice Mayor Weedman. The vote was unanimous, motion carried.

Ms. Brown has received from Ed Lastein a list of amenities to be considered next in the park. Ms. Brown will forward the list to Council. Don Farr reported the park commission will review and discuss the list at its next meeting.

Ms. Brown notified Andrew Bick that Council is reconsidering the Dye Creek restoration. She will give the information to the park commission for review and a recommendation to Council at a later date.

In Council Member Dockendorf's absence, Ms. Brown reported there will be a soft playground opening next Friday, March 18, 2016, with the playground commission, council and children attending. A certificate of occupancy will be obtained this week, moguls will be installed soon, and Beanstalk's inspection will occur this week. Council Member Brown will notify Highland Golf Villa's HOA President that two second grade classes from Fletcher Elementary will be using the park on April 13<sup>th</sup> and 14<sup>th</sup>.

Don Farr reported the electrical work in the pavilion will be done in two weeks, the John Deere electric utility vehicle will be delivered next week, and pavilion painting and staining will be started as soon weather permits.

A discussion of grading between the pavilion and the parking lot followed. Council Member Jamerson had previously suggested that, because the land goes up hill from the pavilion to the parking lot, the area should be graded and perhaps a patio installed between the pavilion and the parking lot. This will be considered at a later date.

Mr. Farr reported Carolina Mountain Land Conservancy has looked at invasive plants in the park and has offered to do a study for a cost of \$500.00. Mr. Farr gave CMLC authorization to proceed with the study, and they will begin when plants are blooming.

Linda Grup continues to review what may be allowed or not allowed with art in the park.

Ed Lastein is currently working on a major update to the master plan, and a list of amenities with cost estimates in order of the sequence he recommends that we implement in the development of the park.

He received an estimate of \$7,000.00 from FitzSimons to do necessary repairs and install a new French drain that had failed/caved in near the pond closest to Highland Lake Road. There are available funds in the budget for that work.

Mayor Staton reported we have a new park grounds maintenance agreement with FitzSimons Property Services for one year beginning April 1, 2016. The scope of work increased, thereby increasing the annual cost by \$9,092.50, or a monthly payment increase of \$757.71. Mayor Staton advised that nothing about maintenance around the pavilion was discussed with Dunkin FitzSimons during negotiations of the new contract terms. Mr. FitzSimons will discuss with Mr. Lastein the proposed landscaping plans around the pavilion and determine if any additional maintenance costs will be incurred as a result of pavilion area maintenance requirements in the new contract. Vice Mayor Weedman made a motion to accept the new contract, subject to any minimal cost increase attributable to maintenance around the pavilion. The motion was seconded by Council Member Gooch and carried on a unanimous vote.

Don Farr will proceed with the purchase of trash cans for the pavilion. Ms. Brown has ordered eight eight-foot picnic tables for the pavilion, with four being ADA compliant.

#### 5. Foundation Update – Council Member Gooch

Mr. Gooch reported the Foundation wishes to add Jan Egolf, treasurer of the Foundation, as an authorized signatory on the Foundation's Entegra Bank checking account and the Edward Jones account opened by the village, and seeks approval of a second Edward Jones account opened by the Foundation with Ryan Harman, and the amendment of the bylaws as needed to reflect such actions. Vice Mayor Weedman made a motion to add Jan Egolf as signatory to the Foundation's Entegra bank account and Edward Jones brokerage account, seconded by Council Member Coletta. The vote was unanimous, motion carried.

Council Member Gooch made a motion to approve the second Edward Jones account opened with Ryan Harmon, seconded by Council Member Coletta. The vote was unanimous, motion carried. Mayor Staton stated there is no need to amend the bylaws to reflect any of the foregoing.

In the absence of Duncan Fraser and Maurean Adams, Myra Grant and Marcia Caserio represented the Foundation and reported on the following:

Ms. Grant reported the Foundation held a donor appreciation event at Highland Lake on February 23, 2016, which was hosted by Jack and Linda Grup. Approximately 40 donors and prospective donors attended.

A grant request to benefit the playground and focusing on educational opportunities for young children was submitted to PNC Bank Foundation for playground costs. The request for \$15,000.00 was to be considered this week by bank representatives, and we are awaiting their response.

Two benches were installed this month, thanks to the generosity of First Citizens Bank and Mr. and Mrs. Bill Boswell. A bike rack was also donated by Kenmure Country Club.

Gifts for the month of February totaled \$10,130.00

Ms. Caserio announced a major gift of \$230,886.00 to the Park Foundation from the estate of Richard J. Eppler, Jr. Mr. Eppler wanted the gift to be used in “the best interest and development of the Park” and, in particular, to inspire and challenge others to give.

### **Old Business**

### **New Business**

#### 6. FY 2015-2016 Budget Amendment – Council Member Jamerson

Council Member Jamerson distributed and reviewed the 2015/2016 budget amendment, and made a motion to adopt the amendment as presented. The motion was seconded by Vice Mayor Weedman and carried on a unanimous vote.

Mr. Weedman suggested that the Foundation provide to the Council a list of designated and undesignated gifts, and by the end of the fiscal year the Village will make a written request for funds from the Foundation to offset the costs of capital assets added to the Park.

### **Other Business**

#### 7. Mayor – Council Reports

Mayor Staton reported Administrator Boleman received a letter from NC Department of Transportation’s Lauren Blackburn, Director of the Division of Bicycle and Pedestrian Transportation,

stating we have received a \$51,000.00 grant for bike & pedestrian planning in the village. The grant requires a \$4,000.00 matching contribution from the Village. The \$51,000.00 is federal and state funding. We have the option of administering this grant ourselves or letting NCDOT administer it by using a consultant that they designate. Laurel Park received a similar grant, and the Village and Laurel Park will work together on grant administration.

Council Member Jamerson reported she has been meeting with America in Bloom and is working with Ms. Boleman in writing the Village's part of the county's application. America in Bloom will be here in June possibly looking at Highland Lake's organic garden and the Carl Sandburg Home Historic Site.

Council Member Gooch reported staff evaluations have been completed and commended staff on performance.

Vice Mayor Weedman reported Laserfische examined our system and advised there are upgrades that cannot be downloaded because our software is incompatible. Mr. Weedman requests \$6,000.00 to replace a network server and install Laserfische compatible software. He stated eventually we will upgrade our computers to Windows 10. Council agreed by consensus to the network server and software replacement.

Administrator Boleman and Mayor Staton will meet with Mop Head Cleaning Service next month to discuss continuing the cleaning contract in the village hall and the Welcome Center at the Park.

Don Farr, Council Member Dockendorf and Ms. Boleman met with NCDOT earlier this week to discuss the plans for the Kanuga Road improvement project.

A Park Workshop was scheduled for April 14, 2016, following the regular scheduled council meeting.

Public Comments – None

## **ADJOURNMENT**

At 11:37 a.m., with no further discussions, the meeting was adjourned.

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Michelle Parker, CMC  
Village Clerk

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Robert V. Staton  
Mayor