



Town of Mars Hill

MAYOR AND BOARD OF ALDERMEN

John L. Chandler
Mayor
Nicholas A. Honeycutt
Vice-Mayor
Robert W. Zink
Treasurer
Stuart L. Jolley
Clerk
Larry H. Davis
Secretary

MINUTES REGULAR MEETING Mars Hill Town Hall – Conference Room November 6, 2023 at 6:00 p.m.

The Town of Mars Hill Mayor and Board of Aldermen met in regular session on Monday, November 6, 2023, at 6:00 p.m. in the Mars Hill Town Hall.

MEMBERS PRESENT: Mayor John Chandler; Aldermen Larry Davis, Stuart Jolley, and Robert W. (Bob) Zink. Nicholas Honeycutt was absent.

STAFF PRESENT: Nathan R. Bennett, Town Manager; Jamie Stokes, Town Attorney; Police Cpt. Chad Wilson.

OTHERS PRESENT: Johnny Casey, Madison New-Record & Sentinel; Ryan Bell, Brad Guth, James Heintl, other members of the general public.

Call to Order

The meeting was called to order by Mayor John Chandler. Mayor Chandler welcomed those in attendance.

Approval of the Agenda

Mayor Chandler asked the Board to review the proposed agenda for approval. Upon review of the agenda, Mayor Chandler called for a motion. **Alderman Bob Zink made a motion that the agenda be approved as presented.** Alderman Stuart Jolley seconded the motion. Upon a call for a vote on the motion by the Mayor, the agenda was approved unanimously. (Attachment A)

Approval of Minutes

Mayor Chandler then asked the Board to review the minutes of the regular meeting held October 2, 2023, and the special meeting held on October 11, 2023. There being no modifications to the minutes, **Alderman Larry Davis made a motion that the minutes for the October 2, 2023, regular meeting and the October 11, 2023, special meeting, be approved as presented by management.** Alderman Jolley seconded the motion. Upon a call for a vote on the motion by the Mayor, the minutes were approved unanimously.

Old Business

Mayor Chandler then moved to address old business. There was no old business.

New Business

Mayor Chandler then moved to address new business.

16 N. Main Plan Overview – James Heintl

Mayor Chandler recognized Mr. James Heintl, local property owner and director and business professor at the Mars Hill University Center for Entrepreneurial Leadership, to provide information regarding proposed redevelopment plans for the building and property located at 16 North Main Street. Mr. Heintl explained he is completing due diligence with the current owners of the property to explore private development opportunities of the property for economic development purposes. Mr. Heintl stated his intention at this meeting is to share information with the Board and that he is not here to ask for any assistance. Mr. Heintl stated the conceptual plan for the property is to provide a space for public and private event hosting, and economic development training though a large conference and event space in a portion of the building. The Storefront on Main portion will highlight the character of a vibrant main street and showcase local startups and students through a partnership with the MHU Center for Entrepreneurial Leadership (CEL). Further, there are plans to provide residential units on the upper floor for local employees that are intentionally priced to provide equitable housing for the local community though six apartment units. In response to a question from Alderman Zink, Mr. Heintl explained that the project would not be a nonprofit and would remain as a taxable private commercial/mixed use property. Mr. Heintl also provided the Board with information on the activities of the CEL program at the university and the business partner program that will enrich the learning environment and opportunities of MHU and local high school students. Upon completion of discussion, Mayor Chandler thanked Mr. Heintl for the presentation and asked that he keep the Board apprised of progress on the proposal as appropriate.

RESOLUTION – Recognition of Jeanne Hoffman Service to Planning & Zoning Board

Mayor Chandler then recognized Town Manager Nathan Bennett to provide information and present a proposed resolution in recognition of Mrs. Jeanne Hoffman. Mr. Bennett advised the Board that Mrs. Hoffman has served on the Town of Mars Hill Planning & Zoning Board since her initial appointment on June 2, 2008. He stated that due to personal reasons, Mrs. Hoffman resigned her position on the Planning & Zoning Board effective September 1, 2023. Mr. Bennett then read aloud the draft resolution recognizing and honoring Mrs. Hoffman's service to the Town on the Planning & Zoning Board. Upon completion of discussion of the resolution by Board members, Mayor Chandler called for a motion. **Alderman Jolley made a motion to adopt the "RESOLUTION – In Recognition of Excellence in Public Service to the Town of Mars Hill – JEANNE HOFFMAN," as presented.** Alderman Davis seconded the motion. Upon a call for a vote on the motion by the Mayor, the motion was approved unanimously. (Attachment B)

Financial Statements – FY 23 – 4th Quarter and FY 24 – 1st Quarter

Mayor Chandler then recognized Mr. Bennett to present the financial statements for the 4th Quarter of FY 2023 and 1st Quarter of FY 2024. Mr. Bennett advised the Board that the Town end the 4th quarter in excellent position with final expenses well under revenue. Likewise, the 1st quarter report shows the Town exceeding expectations on revenue collection to date and expenses at expected levels. Upon completion of discussion of the matter by the Board, Mayor Chandler called for a motion. **Alderman Zink made a motion to accept the FY 2023 – 4th Quarter, and the FY 2024 – 1st Quarter Financial Statements as presented.** Alderman Jolley seconded the motion. Upon a call for a vote by the Mayor, the motion was approved unanimously. (Attachment C)

Gazebo Park – Walkway Project

Mayor Chandler then recognized Mr. Bennett to provide information concerning a public walkway project at the Gazebo Park property. Mr. Bennett reported that the town currently owns and maintains a pedestrian walkway along the deeded area between the former Robinson department store building at 15 South Main Street and the Gazebo Park property now owned by Mars Hill University. Mr. Bennett stated the current brick walkway is in disrepair and is in need of improvements. He further stated that Mars Hill University has secured a contractor to make significant landscape and hardscape improvements on the gazebo area maintained by the university. Mr.

Bennett stated he has negotiated with that contractor to replace the existing walkway and landscaping on the town-owned property simultaneously with the university property improvements. Mr. Bennett presented the scope of the project as developed by Premier Landscapes By Adam, Inc., for a total cost of \$20,220. The project will include construction of a replacement walkway to ADA standards that will connect the South Main Street sidewalk near the gazebo along the existing pathway to the public parking area at Mountain View and Ivey Street intersection, as well as landscape improvements. Upon completion of discussion of the matter by the Board, Mayor Chandler called for a motion. **Alderman Jolley made a motion to approve the proposal and estimate dated October 11, 2023, from Premier Landscapes by Adam, Inc., for \$20,220.00, and authorize the Town Manager to enter into a contract for said work, as presented.** Alderman Davis seconded the motion. Upon a call for a vote by the Mayor, the motion was approved unanimously.

Bailey Mountain Preserve & Park Improvements Project – Notice to Proceed

Mayor Chandler then recognized Mr. Bennett to present information concerning the Bailey Mountain Preserve & Park Improvements Project. Mr. Bennett reminded the Board that this project is funded by a grant from the N.C. Parks and Recreation Trust Fund. He advised the Board that the project was released for bids on October 2, 2023, and opened in public meeting on November 1, 2023 as required by state statute. Mr. Bennett advised the project was advertised on the Town's website, the WithersRavenel Engineering firm website, and personal contact to approximately 13 general contractors in Madison and surrounding counties licensed to complete this level of work. The Town received three responsive, qualified bids to complete the project as follows: TP Howard's Plumbing Co - \$385,100, Rock Creek Grading Co. - \$467,900, and Young & McQueen Grading Co. - \$557,075. The lowest responsible bid was TP Howard's Plumbing. Mr. Bennett explained that the lowest bid was less than the engineer estimate of \$408,962 but approximately \$117,000 more than the available PARTF grant funds. Mr. Bennett stated that given the current inflationary environment, coupled with the strong market conditions and the lack of qualified bidders, he recommends that the Board accept the lowest bid and utilize local funds, and perhaps other state funds if available, to complete the financial resources to proceed with construction as designed. Mr. Bennett stated that if the Board is agreeable, the next steps would be for the Board to vote to accept the lowest bid and authorize a notice to proceed to TP Howard, and approve an amended capital project ordinance to recognize the new expenditure and revenue amounts consistent with the bid results. Upon completion of discussion of the matter by the Board, Mayor Chandler called for a motion. **Alderman Jolley made a motion to accept the bid proposal received from TP Howards Plumbing, Co., for \$385,100, and authorize the town manager and other town officials as appropriate to issue a notice to proceed and enter into a contract for said work with the company, as presented.** Alderman Davis seconded the motion. Upon a call for a vote by the Mayor, the motion was approved unanimously. **Alderman Zink then made a motion to approve the "Capital Project Ordinance as Amended, November 6, 2023 – Bailey Mountain Preserve and Park Improvements (PARTF Grant)."** Alderman Davis seconded the motion. Upon a call for a vote by the Mayor, the motion was approved unanimously. (Attachment D)

Town Manager Report – Nathan Bennett, Town Manager

Mayor Chandler then recognized Mr. Bennett to provide the Town Manager Report.

Christmas Parade

Mr. Bennett advised the Board that the Town-sponsored Christmas Parade is scheduled for Friday, December 1, 2023 at 6:00 p.m. He explained that this is a whole town-employee effort. Parade staging will be spread to three locations being the Calvary Baptist Church for emergency service vehicle, Mars Hill Elementary for floats and miscellaneous vehicles, and Town Hall for walking groups. Notices to businesses and residents concerning street and parking closure will be distributed in person and on social media. Mr. Bennett reported there has been a large response from the community for participation in the parade and is expected to exceed last year.

Police Chief Vacancy – Recruitment Update

Mr. Bennett updated the Board on the recruitment process for the vacant police chief position. He stated that the position was posted to the public on October 26, 2023. The announcement has been published on the Town website, N.C. League of Municipalities employment website, N.C. Association of Police Chiefs website, the Asheville Citizen-Times and their related internet-based employment website partners such as Indeed. Applications, resumes, and related supporting documents are to be submitted to the Town Manager no later than 5:00 p.m. on Friday, December 1, 2023. Mr. Bennett states the process with then transition to evaluation of the applicants the week of December 4, with interviews scheduled for selected applicants the week of December 11. He states that the goal is to have a new police chief in the position by February 1st.

General Update

Mr. Bennett reported that the contract with TP Howard’s Plumbing for the Woodhaven Wastewater Liftstation Improvements project has been signed and that the pre-construction conference was held last Thursday with the contractor, engineer, and town staff. The work is expected to begin in late January, pending weather-related issues and equipment availability.

Mr. Bennett then reported that public works employee Garrett Fox has completed commercial truck driving training and has received his commercial driver’s license from NCDMV. This rigorous and lengthy training was over 160 hours of training through AB Tech Community College. Consistent with the training incentive program, Mr. Bennett recommended a salary increase of \$2,500 per annum, for the completion of this certification by Mr. Fox. **Alderman Zink made a motion to approve a salary increase of \$2,500 per annum to Garrett Fox for the completion of commercial truck driving training certification and DMV licensure.** Alderman Davis seconded the motion. Upon a call for a vote by the Mayor, the motion was approved unanimously.

Mr. Bennett provided a general update on other items of interest to the Board.

Public Comment

Mayor Chandler then moved to public comment. There were no public comments.

Closed Session (Pursuant to N.C.G.S. 143-318.11)


There was no closed session.

Adjourn

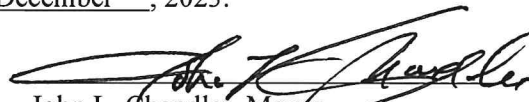
There being no further business before the Board, Mayor Chandler called for a motion to adjourn. **Alderman Zink made a motion to adjourn.** Alderman Jolley seconded the motion. Upon a call for a vote on the motion by the Mayor, the motion to adjourn was unanimously approved.

Approved and authenticated this the 4th day of December, 2023.

ATTEST:


Nathan R. Bennett,
Town Manager




John L. Chandler, Mayor



ATTACHMENT A

Town of Mars Hill

MAYOR AND BOARD OF ALDERMEN

John L. Chandler

Mayor

Nicholas A. Honeycutt

Vice-Mayor

Robert W. Zink

Treasurer

Stuart L. Jolley

Clerk

Larry H. Davis

Secretary

AGENDA

REGULAR MEETING

Mars Hill Town Hall Conference Room

November 6, 2023 at 6:00 p.m.

1. Call to Order – *Mayor John L. Chandler*
2. Approval of Agenda
3. Approval of Minutes: October 2, 2023 Regular Meeting; October 11, 2023 Special Meeting
4. Old Business
5. New Business
 - a. 16 N. Main Plan Overview – James Heint
 - b. **RESOLUTION** – Recognition of Jeanne Hoffman Service to Planning & Zoning Board
 - c. Financial Statements – FY 23 – 4th Quarter & FY 24 – 1st Quarter
 - d. Gazebo Park – Walkway Project
 - e. Bailey Mountain Preserve & Park Improvements Project – Notice to Proceed
6. Town Manager Report – Nathan Bennett, Town Manager
 - a. Christmas Parade
 - b. Police Chief Vacancy – Recruitment Update
 - c. General Update
7. Public Comment

[Policy: Each speaker shall be limited to a maximum of three (3) minutes. The public comment period is not intended to require the Board of Aldermen or staff to answer any impromptu questions. The Board will not take action on an item presented during the public comment period. The Board may refer inquiries made during the public comment period to the Town Manager to address as appropriate. If necessary, the item may be placed on the agenda of a future meeting.]
8. Closed Session (*Pursuant to N.C.G.S. 143-318.11 – if needed*)
9. Adjourn

Mars Hill Town Hall

280 North Main Street • P.O. Box 368

Mars Hill, North Carolina 28754

Phone: (828) 689-2301 • Fax: (828) 689-3333



Town of Mars Hill

RESOLUTION

IN RECOGNITION OF EXCELLENCE IN PUBLIC SERVICE TO THE TOWN OF MARS HILL

JEANNE HOFFMAN

WHEREAS, the Mayor and Board of Aldermen appointed Ms. Jeanne Hoffman, as a member of the Planning and Zoning Board for the Town of Mars Hill, North Carolina on June 2, 2008; and

WHEREAS, Ms. Hoffman devoted herself to the highest standards of professionalism and excellence in public service to the Town as a valuable member of the Planning and Zoning Board; and

WHEREAS, Ms. Hoffman has decided to end her service on the Planning and Zoning Board upon completion of many years of dedicated service; and

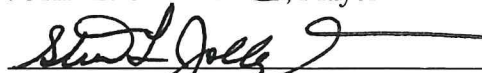
WHEREAS, because of the many important contributions that Ms. Jeanne Hoffman made to the Planning and Zoning Board and to the Town of Mars Hill, North Carolina, she deserves special recognition.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Aldermen for the Town of Mars Hill, North Carolina as follows:

- Section 1. The Mayor and Board of Aldermen recognizes and thanks Ms. Jeanne Hoffman for her excellence in public service to the citizens of the Town of Mars Hill through her efforts on the Planning and Zoning Board.
- Section 2. The Mayor and Board of Aldermen are grateful to Ms. Jeanne Hoffman for her commitment of 15 years in voluntary service to the Town providing insight and careful consideration of every matter that came before her.
- Section 2. The Mayor and Board of Aldermen extend best wishes for her future endeavors.
- Section 3. This Resolution shall be effective immediately.

ADOPTED this 6th day of November 2023, by the Mayor and Board of Aldermen for the Town of Mars Hill, North Carolina.


JOHN L. CHANDLER, Mayor


STUART L. COLLEY, Clerk


LARRY H. DAVIS, Secretary




NICHOLAS A. HONEYCUTT, Vice-Mayor


ROBERT W. ZINK, Treasurer

Town of Mars Hill			
Mars Hill, North Carolina			
FINANCIAL STATEMENT			
30-Jun-23			
SECTION I: General & Powell Bill Funds		Budget	Actual
A. REVENUES ANTICIPATED			
Property Tax (Current Year/\$.47 per \$100)	\$	685,820.00	\$ 727,466.00
Property Tax (Prior Years)	\$	5,500.00	\$ 48,425.00
Payment in Lieu of Taxes	\$	8,000.00	\$ 26,263.00
Tax Penalties and Interest	\$	2,000.00	\$ 9,598.00
Ad Valorem Vehicle Tax	\$	55,000.00	\$ 77,927.00
Municipal Parking Fee	\$	6,000.00	\$ 9,830.00
Interest Earned/Investments	\$	1,000.00	\$ 183,372.00
Rents and Concessions	\$	-	
Utilities Revenue	\$	1,500.00	\$ 825.00
Miscellaneous Revenue	\$	5,000.00	\$ 12,576.00
Utilities Franchise Tax	\$	125,000.00	\$ 151,642.00
Excise Tax - Beer & Wine	\$	8,000.00	\$ 9,952.00
Powell Bill Street Allocation	\$	60,000.00	\$ 64,582.00
Local Option Sales Tax	\$	500,000.00	\$ 926,528.00
Fed. Gov. Grants - ARPA Funds	\$	321,977.00	\$ 18,165.00
State Government Grant	\$	595,000.00	\$ -
Court Costs, Fees, Etc.	\$	100.00	\$ 405.00
Parking Violation Penalties	\$	3,000.00	\$ 3,555.00
Zoning Permits	\$	500.00	\$ 1,550.00
Inspection/Fire Codes Fee/Fines	\$	-	\$ -
Street Department Revenue	\$	-	\$ 106.00
Police Department Revenue/Donation	\$	100.00	\$ 12,370.00
Recreation Department Revenues	\$	20,000.00	\$ 27,250.00
Fire Department Revenues	\$	40,000.00	\$ 72,905.00
Tax Refunds	\$	10,000.00	\$ 10,638.00
Special Fire District Tax	\$	750,000.00	\$ 792,184.00
Appropriated Fund Balance, General	\$	549,000.00	\$ -
Appropriated Fund Balance, Powell Bill	\$	110,000.00	\$ -
Other Fin. Sources/Uses-Transfer In	\$	-	\$ 404,135.00
TOTAL ANTICIPATED REVENUES	\$	3,862,497.00	\$ 3,592,249.00
B. EXPENDITURES AUTHORIZED			
1. Governing Body	\$	97,000.00	\$ 98,736.00
2. Administration	\$	285,400.00	\$ 257,784.00
3. Elections	\$	-	\$ -
4. Tax Collections	\$	4,500.00	\$ 3,119.00
5. Public Buildings	\$	593,000.00	\$ 582,737.00
(Continued to Page 2)			

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6. Police Department		\$	683,200.00	\$	592,343.00
7. Fire Department		\$	831,563.00	\$	779,239.00
Fireman's Relief Fund		\$	-	\$	-
8. Street Department		\$	681,500.00	\$	637,545.00
9. Powell Bill Expenditures		\$	169,000.00	\$	32,543.00
10. Sanitation Department		\$	205,600.00	\$	175,560.00
11. Recreation Department		\$	291,234.00	\$	90,951.00
12. Library		\$	22,000.00	\$	21,118.00
13. Debt Service		\$	-	\$	-
14. Other Financial Sources/Uses Trans. Out		\$	411,342.00	\$	45,011.00
Incentive for Covid Vaccine		\$	-	\$	-
TOTAL EXPENDITURES AUTHORIZED		\$	3,862,497.00	\$	3,316,686.00
SECTION II: Water & Sewer					
A. Revenues Anticipated					
Interest Earned/Investments		\$	500.00	\$	71,479.00
Interest Earned/Enterprise Fund		\$	500.00	\$	62,803.00
Miscellaneous		\$	5,000.00	\$	25,970.00
State Government Grants		\$	-	\$	-
Water & Sewer Charges		\$	1,068,300.00	\$	1,125,937.00
Water Bill Penalties		\$	-	\$	22,787.00
Sewer Taps		\$	25,000.00	\$	142,500.00
Water Taps		\$	25,000.00	\$	166,500.00
Sale of Fixed Assets		\$	-	\$	-
Approp. Fund Balance/Water & Sewer		\$	87,000.00	\$	-
Approp. Fund Balance/Enterprise		\$	-	\$	-
Other Fin. Sources/Uses		\$	-	\$	-
TOTAL ANTICIPATED REVENUES		\$	1,211,300.00	\$	1,617,976.00
B. Expenditures Authorized					
Debt Service		\$	113,100.00	\$	17,041.00
Administration/Engineering/Billing		\$	283,200.00	\$	242,276.00
Operations		\$	815,000.00	\$	694,811.00
TOTAL EXPENDITURES AUTHORIZED		\$	1,211,300.00	\$	954,128.00
SECTION III: CAPITAL PROJECTS GENERAL FUND RECREATION					
A. Revenue Anticipated					
State Government Grant		\$	268,536.00	\$	-
Local Funds		\$	47,618.00	\$	-
Other Financing Sources/Uses-Transfer In				\$	47,288.00
TOTAL ANTICIPATED REVENUES		\$	316,154.00	\$	47,288.00
B. Expenditures Authorized					
Logal/Adm/Professional		\$	37,100.00	\$	44,805.00
Contracted Services		\$	265,766.00	\$	-
Contingency		\$	13,288.00	\$	-
TOTAL EXPENDITURES AUTHORIZED		\$	316,154.00	\$	44,805.00

Town of Mars Hill
Mars Hill, North Carolina
FINANCIAL STATEMENT

30-Sep-23

SECTION I: General & Powell Bill Funds

Budget

Actual

A. REVENUES ANTICIPATED

Property Tax (Current Year/\$.47 per \$100)	\$ 726,621.00	\$ 9,700.00
Property Tax (Prior Years)	\$ 5,500.00	\$ 2,968.00
Payment in Lieu of Taxes	\$ 8,000.00	\$ -
Tax Penalties and Interest	\$ 2,000.00	\$ 1,771.00
Ad Valorem Vehicle Tax	\$ 60,000.00	\$ 19,970.00
Municipal Parking Fee	\$ 6,000.00	\$ 7,990.00
Interest Earned/Investments	\$ 10,000.00	\$ 64,467.00
Rents and Concessions	\$ -	
Utilities Revenue	\$ 1,500.00	\$ 340.00
Miscellaneous Revenue	\$ 5,000.00	\$ 4,911.00
Utilities Franchise Tax	\$ 125,000.00	\$ 33,574.00
Excise Tax - Beer & Wine	\$ 8,000.00	\$ -
Powell Bill Street Allocation	\$ 65,000.00	\$ 31,706.00
Local Option Sales Tax	\$ 630,000.00	\$ 243,195.00
Fed. Gov. Grants - ARPA Funds	\$ -	\$ -
State Government Grant	\$ -	\$ 551,617.00
Court Costs, Fees, Etc.	\$ 100.00	\$ 341.00
Parking Violation Penalties	\$ 3,000.00	\$ 2,330.00
Zoning Permits	\$ 500.00	\$ 1,400.00
Inspection/Fire Codes Fee/Fines	\$ -	\$ -
Street Department Revenue	\$ -	\$ 106.00
Police Department Revenue/Donation	\$ 100.00	\$ 35.00
Recreation Department Revenues	\$ 20,000.00	\$ 19,866.00
Fire Department Revenues	\$ 2,000.00	\$ 801.00
Tax Refunds	\$ 10,000.00	\$ 1,991.00
Special Fire District Tax	\$ 770,000.00	\$ 27,904.00
Appropriated Fund Balance, General	\$ 397,926.00	\$ -
Appropriated Fund Balance, Powell Bill	\$ 135,000.00	\$ -
Other Fin. Sources/Uses-Transfer In		\$ -
TOTAL ANTICIPATED REVENUES	\$ 2,991,247.00	\$ 1,026,983.00

B. EXPENDITURES AUTHORIZED

1. Governing Body	\$ 111,000.00	\$ 38,272.00
2. Administration	\$ 297,502.00	\$ 75,811.00
3. Elections	\$ 10,000.00	\$ -
4. Tax Collections	\$ 5,300.00	\$ 188.00
5. Public Buildings	\$ 38,500.00	\$ 35,804.00

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Town of Mars Hill

MAYOR AND BOARD OF ALDERMEN

ORDINANCE #: 285

**CAPITAL PROJECT ORDINANCE
AS AMENDED
NOVEMBER 6, 2023**

**BAILEY MOUNTAIN PRESERVE AND PARK IMPROVEMENTS
(PARTF GRANT)**

BE IT ORDAINED by the Town of Mars Hill Mayor and Board of Aldermen that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

- Section 1.** The project authorized by this ordinance is the BAILEY MOUNTAIN PRESERVE AND PARK IMPROVEMENTS (PARTF GRANT) project to be financed as defined below.
- Section 2.** The officers of this unit are hereby directed to proceed with implementation of this project within the terms of the budget contained herein.
- Section 3.** The following amounts are appropriated for the project and authorized as expenditures for the project:

Item	Amount
Planning, Engineering Design, Construction Management, Survey and Appraisal, and Legal	\$55,000
Construction, Building, and/or Renovation	\$520,100
Contingency	\$15,000
Total	\$590,100

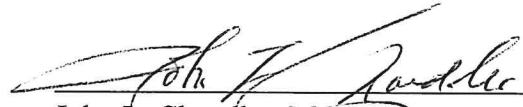
- Section 4.** The following revenues are anticipated to be available to complete this project:

Item	Amount
NC Parks and Recreation Trust Fund Grant Funds	\$268,536


Transfer from General Fund	\$321,564
Total	\$590,100

- Section 5.** The Town Manager and Finance Officer are hereby directed to maintain sufficient specific detailed accounting records to satisfy the requirements of the grantor agency and the grant agreements.
- Section 6.** The Town Manager shall include an analysis of costs and revenues on this capital project in future budget submissions made to this Board.
- Section 7.** Copies of this capital project ordinance shall be furnished to the Clerk to the Governing Board, and to the Town Manager, Budget Officer, and Finance Officer for direction in carrying out this project.
- Section 8.** This amended capital project ordinance amends the original capital project ordinance dated May 2, 2022.

ADOPTED this the 6th day of November, 2023.


 John L. Chandler, Mayor

ATTEST:


 Stuart L. Jolley,
 Town Clerk





November 6, 2023

Nathan Bennett
Town of Mars Hill
280 North Main Street
PO Box 368
Mars Hill, NC 28754

RE: Smith Farm Park Construction Bid

Dear Mr. Bennett:

On Wednesday, November 1, 2023, bids for the construction of Smith Farm Park in Mars Hill were received at Town Hall. Three bids were received, opened, and read aloud by Town staff. The low bid was provided by **T.P. Howard's Plumbing Company, Inc. (GC License #83225) with a lump sum cost of Three Hundred Eighty-Five Thousand One Hundred Dollars (\$385,100.00).**

We have reviewed their bid and find that it is complete and responsible. We also discussed the bid with Town Staff, who provided no negative reviews of the contractor. Therefore, WithersRavenel recommends that the Town of Mars Hill enter into final contract negotiations with T.P. Plumbing Company, Inc. for the construction of Smith Farm Park for the lump sum cost stated in their bid.

A Notice To Proceed will be issued by the Town once the contractor has satisfied the contracting requirements of the Town and signed all pertinent documents.

Please do not hesitate to reach out to us with any questions regarding the bid for Smith Farm Park

Sincerely,
WithersRavenel

Jonathan Blasco, PLA / ASLA
Senior Project Manager