



City Administrator Briefing Report

Mayor

Rhonda Haight

City Council

Angie Arp, Mayor Pro Tempore

Jack Taylor

Christy Kay

Bill Bivins

William Whaley

May 2022

City Administrator Eric M. Soroka

This report is prepared in order to inform the Mayor and City Council of ongoing matters, governmental services activities and the status of major projects. If you have any questions, please feel free to contact me.

Planning Commission

Complete. Selection of members occurred at the April Council meeting.

Downtown Parking Ordinance

Complete. Adopted on second reading at the April Council Meeting. The three-hour Limited parking signs have been placed in the designated areas as well as the employee only parking by permit signs. Parking permits for employees have been issued and will be ongoing.

Intergovernmental Agreement for Blue Ridge City Park between the City and County

Complete. The City Council and County Commission on May 2, 2022, in a joint meeting, voted to approve an Intergovernmental Agreement for the Blue Ridge City Park. This is a historic agreement that will provide enhanced and improved parks and recreation facilities for the citizens of the City of Blue Ridge and Fannin County. The agreement provides that the City agrees to lease to the County the land, ballfields, tennis courts, basketball court, playground, maintenance/office facilities and all park facilities located at 350 Gray Street, Blue Ridge. In exchange, the County agrees to construct and replace the existing pool, pool equipment, pool house with a new swimming pool facility and splash pad that would be opened in April 2024. In addition, the County agrees to replace the current playground equipment with new state of the art handicap accessible playground equipment by the end of 2022. The County would be responsible for funding the construction of the pool/splash pad and its ongoing maintenance and operations costs once opened to the public without cost or expense to the City.

General Purchasing Regulations Ordinance

Complete. Adopted on second reading at the April Council Meeting.

City Council/Downtown Development Workshop

The Mayor/City Council and Downtown Development Authority (DDA) held a Workshop Meeting on May 2, 2022. City Council Members and DDA Members discussed a resolution prepared by the City Attorney to redefine the responsibilities of the DDA, funding matters, future projects, training, and the role of the DDA moving forward.

Updated City Webpage/Live Streaming Equipmnet

The development of a more user-friendly website is underway. The upgrade to the live streaming system for City Council meetings is scheduled to be installed at the end of the month.

Utility Department Highlights and Infrastructure Improvements

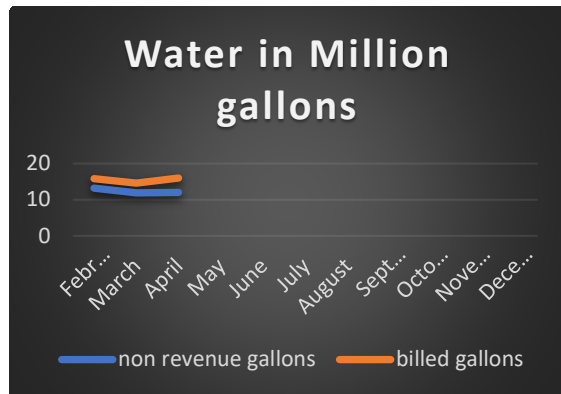
WATER

Finished water 26,653,912

Billed 16,539,184

Non revenue 12,114,728 up 300,000 from last month (which includes flushing, road washing, fire department usage, etc)

- Leak detection crew is scheduled to be back May 23



- The City was awarded a \$1,000,000 grant, which the City was required to provide a local match, for a total project of \$2,000,000 to address water loss in Mountain Tops subdivision. The data is currently being analyzed to identify the areas with the most leakage in that subdivision. The project cost is \$2,000,000 which was previously allotted in October 2021 to be paid as follows: \$1,000,000 from SFR funds (grant), \$400,000 water surcharge, \$420,000 SPOST, \$100,000 ARPA (grant), and \$80,000 from water funds.

- The City is applying for a SRF grant to rehab the pump station at Mountain Tops Subdivision, the station is approximately 30 years old.
- 22 water line leaks were repaired, 2 City service lines were replaced and 1 pump station leak was repaired

WASTEWATER

Treated sewer 18,833,000

Billed 8,310,680

I & I 10,522,320 up from March due large amounts of rain in April

- Sewer crews utilizing smoke testing found a large amount of rain water.

- A 300 ft section of old sewer main is scheduled to be replaced the week of May 9 on West Second St.
- The Mineral Springs sewer line rehab will reduce some of the rain water infiltration and is currently in design phase. The project cost is \$550,000 which was previously allotted in August 2021 to be paid as follows: \$300,000 from ARPA funds (grant) and \$250,000 from sewer funds. The project is estimated to be completed by January 2023.
- The Sewer lift station upgrades due to aging infrastructure for CVS, Aska and Industrial lift stations is nearing design completion. The stations at CVS and Aska will be abandoned and the Industrial station will be rehabilitated into a bigger station that will handle what previously required three stations. Included in this project will be the rerouting of a force main along 515. The project will be advertised for bids by June 2022. The project cost is \$3,500,000 and the City has been approved by GEFA for a grant/loan for this project.
- The sewer treatment plant rehab is a \$5,000,000 project funded by a GEFA grant/loan and is currently in design phase. The project is expected to be bid by September 2022. The current plant is nearing 25 years old, making some of the equipment and electrical outdated and difficult to service.
- 1 sewer mains were repaired

CUSTOMER BASE –3,134 active water customers, 1133 sewer customers. 4 new water taps and 0 new sewer tap were installed in April. 38 new customers were added at existing locations and 159 work orders were handled for the month of April.

MAPPING – The water infrastructure map for inside the City is available on the website and is located on the Water & Wastewater section.

New Development Revenues - \$160,930.

Police Department Statistics & Highlights

	MARCH 2022	April 2022
DISPATCHED CALLS FOR SERVICE	612	605
UCR CRIMES REPORTED	5	10
CITATIONS ISSUED /WARNINGS	70/141	69/141
TOP 5 CITATIONS ISSUED	*Tag violations *Driving w/ Suspended license *Driving w/unlicensed *DUI *Failure to maintain lane	*Tag violations *Failure to obey traffic control device *Driving w/unlicensed *Driving w/ Suspended *Speeding

Municipal Court

April 2021 thru April 2022 - Processed 1493 citations from all agencies with fines totaling \$272,090.

April 2022 - Processed 84 citations from all agencies with fines totaling \$24,552.

Public Works Department Highlights

- Mow the ballpark every Tuesday and Friday.
- Drag Field 1-4 and Tee-ball for practices Monday – Friday.
- Clean the Depot bathroom Sunday – Saturday.
- Clean the playground bathroom - Sunday – Saturday.
- Change 52 trash can liners in downtown and Mineral Springs - Sunday – Saturday.
- Change 24 trash can liners at the ballpark - Monday – Friday.
- Scraped Mineral Springs Trail and cleaned the limbs off trail.
- Repaired streetlights.
- Repaired minor drainage issues in various locations.
- Bush hog various roads and streets.
- Cleared roads, sidewalks, curb, and gutters from debris in downtown every Friday.
- Installed limited parking signs and employee parking signs in the downtown.
- Completed prep work for internet and power for new parking Kiosk.

Depot Street Storm Drainage Project Update

Wilson Construction Management has installed 64 LF of 60” RCP (reinforced concrete pipe) under the railroad tracks to replace the existing 24” culvert that was undersized for the amount of storm water draining to it. They also installed a concrete headwall on the influent side of the 60” RCP and an 8’ diameter junction box on the effluent end that connected the new pipe to the existing clay pipe that continues across the Anthony/Wojohn property. The contractor then backfilled the railroad bed with stone and Patriot Rail reinstalled the cross-ties and rails. The materials have been ordered for the Depot Street section and everything has been delivered except for the concrete pipe. The pipe is scheduled to be delivered on May 25th. The contractor will likely get started on the Depot Street portion the following week (May 30-June 3).

We are also looking at options for proceeding with the long-term plan for the storm drainage improvements across the Anthony/Wojohn property so the property would only have to be disturbed once. At a minimum, we will make sure that the easement is prepared to accommodate the current work along with the future work. We are currently confirming the sizing for the future pipes and structures and will then get a price from the contractor to submit a change order for City Council for approval.

Property Tax Information

2021 Tax year -Approximately \$40,000 in back taxes are due. The 30-day notice process was completed by May 6, 2022. Property owners will then have 30 days to pay before the lien process starts. The tax sale for these properties will likely occur in June/July 2022.

CURRENT DEVELOPMENT & APPLICATIONS IN PROGRESS

Applicant	Project	Address	Application	Description	Status
Brown	Building Permit for Garage Apartment	22 College Street	Permit 2019-566 Administrative Site Plan Approval	Building a Garage Apartment	<u>City Zone Application:</u> Approved 6-13-20 Under construction
Hawthorne Ventures Blue Ridge LLC	Grading Permit for Residential Lot & Building Permit	Located at the end of West First Street next to 870 West First Street	County Permit • Lot #2 – Permit # 14394 • Lot #3 – Permit # 14395 • Lot #4 – Permit # 14393 • Lot #5 – Permit # 14397 • Lot #6 – Permit # 14396 Permit 2022-758 Permit 2022-757 Permit 2022-756 Permit 2022-755 Permit 2022-754 Permit 2020-669	GRADING TO BUILD 5 HOMES	Approved 1-11-2022 Work has started 3-22-22.
Karen Anderson Stephens	Building Permit for Garage	145 Ash Street	Permit 2021-707	Building a Garage	Approved 4-8-2021 ROOF ON 5-10-22
Boss Real Estate LLC	Building Permit for Duplex	581 Summit Street	County Permit 14197	Building a Duplex	Approved 11-8-2021 FOUNDATION Complete 5-10-22
Martin Velasquez	Demo Permit	78 West Fain Street	Permit: 2022-760	Demo of House	Approved 1-11-2022 Complete 3-30-22
Roger Watson	Demo	510 East Second Street	Permit: 2021-751	Demo old Grocery Store	Approved 12-28-2021 Demo has not started
Robert Churchill	Remodel	61 Pinewood Road	PERMIT: 2022-764	Remoding inside of House	Approved 3-10-2022 work in progress 5-10-22
Denise Campbell	Remove Mobile Home and Replace	Ashe Street	Administrative Site Plan Approval	Owner is removing old single wide and putting in new single wide	Complete
DAVID HAIGHT	LAND DISTURBANCE	MINERAL SPRINGS & JONES STREET	PERMIT:2022-762	LEVEL LAND TO BUILD A HOUSE	In Process
CLAYTON HATFIELD	BUILDING PERMIT	BR05-016 EAST SECOND STREET & MOUNTAIN STREET	PERMIT:2022-768	LEVEL LAND TO BUILD A HOUSE	EPD PLATS RECEIVED APPROVED 3-31-22 FOUNDATION UP
ALELROD WILLIAM	REMODEL	BR02-206 54 EAST HIGHLAND STREET		INCLOSING CARPORT	IN PROCESS
TRI-STATE	LAND DISTURBANCE	0052B-25C 2769 SCENIC DRIVE	PERMIT:2021-746	SUBSTATION	STILL WORKING ON GRADING

LISA & MATTHEW CRAIN	MANUFACTURED HOME PARK	27 SUMMIT STREET	PERMIT:2022-771	ADDING A MANUFACTURED HOME TO PARK	Complete
TRACKSIDE STATION	INTERIOR TENANT FINISH	BR02-160 322 WEST MAIN STREET UNIT 2F		Retail Store	Complete
WILLIAMS TIRE	ADDING BUILDING	0045-70BD 5140 APPLICATION HWY	PERMIT:2021-699	ADDING A METAL BUILDING TO EXISTING STRUCTURE	APPROVED 2-23-21 In Process
TRACKSIDE STATION	INTERIOR TENANT FINISH	BR02-160 322 WEST MAIN STREET UNIT 1DEF	PERMIT:2022-773	DOG PLAY AREA & RESTAURANT	Approved 4-4-22 In Process
NOEL BRENDAN DOYLE	REMODEL	BR02-175-01 164 WEST MAIN STREET	PERMIT:2022-772	FIXING HOUSE AND DRIVEWAY	Complete
JOHN GIBBS	BUILDING PERMIT	BR06-75 100 HILL STREET	PERMIT:2022-770	SINGLE FAMILY HOME	Approved 4-1-22 In Process
SBA GC TOWERS LLC	BUILDING PERMIT	0052C-005 333 WEST HIGHLAND STREET	PERMIT:2022-774	ADDING A MICROWAVE DISH TO THE EXISTING EQUIPMENT	Complete
HIGHLAND OUTDOOR MINISTRIES	BUILDING PERMIT	BR02-153-01 CORNER OF EAST FIRST STREET & SUMMIT STREET	PERMIT:2022-780	SKATE PARK	Approved 4-21-22 STARTED 5-10-22
TRACKSIDE STATION	INTERIOR TENANT FINISH	BR02-160 322 WEST MAIN STREET UNIT 2D	PERMIT:2022-779	TIPPING POINT BREWERY	Approved 5-4-22 STARTED 5-10-22
GWG INVESTMENTS	LAND DISTURBANCE	2780 SCENIC DRIVE	PERMIT:2021-724	SHOPPING CENTER	Approved 11-24-21 STARTED 5-10-22
SEARLES FOUNDATION	REZONE	BR03-33 & BR03-34 BOARDTOWN ROAD & TRACKSIDE LANE	C-2 TO R-3	AFFORDABLE HOUSING	Approved May 3 Planning Commission Meeting On May 17 Council Meeting Agenda
Martin Velasquez	REZONE	BR01-136 78 WEST FAIN STREET	R-2 TO C-2	RESTAURANT	Approved May 3 Planning Commission Meeting On May 17 Council Meeting Agenda

REVENUE & EXPENDITURE STATEMENT

CITY OF BLUE RIDGE

04/01/2022 To 04/30/2022

FY 2022

	Current Period (\$)	YTD (\$)	Budget (\$)	% Used	
100 General Fund					
Revenue					
31 Taxes Subtotal	\$215,711.68	\$1,608,297.33	\$2,796,750.00	58	
32 Licenses & Permits Subtotal	\$5,319.00	\$118,234.69	\$128,000.00	92	
33 Intergovernmental Revenue Subtotal	\$0.00	\$10,200.00	\$3,000.00	340	
34 Charges For Services Subtotal	\$7,375.06	\$23,155.06	\$9,750.00	237	
35 Fines & Forfeitures Subtotal	\$15,779.31	\$65,984.31	\$150,000.00	44	
36 Investment Income Subtotal	\$0.00	\$0.00	\$4,000.00	0	
38 Miscellaneous Revenue Subtotal	\$5,219.45	\$21,023.01	\$66,000.00	32	
39 Other Financing Sources Subtotal	\$0.00	\$0.00	\$300,000.00	0	
Revenue Subtotal	\$249,404.50	\$1,846,894.40	\$3,457,500.00	53	
Expenditure					
1100 Mayor & Council Subtotal	\$6,747.70	\$39,144.30	\$142,535.00	27	
1400 Elections Subtotal	\$0.00	\$0.00	\$10,500.00	0	
1500 General Administration Subtotal	\$42,838.49	\$160,907.15	\$410,577.00	39	
1514 Tax Admin & Licensing Subtotal	\$0.00	\$593.23	\$7,300.00	8	
2650 Municipal Court Subtotal	\$10,588.49	\$45,634.90	\$143,421.00	32	
3200 Police Subtotal	\$74,862.75	\$355,693.13	\$1,280,956.00	28	
3226 Custody Of Prisoners Subtotal	\$0.00	\$740.00	\$7,000.00	11	
3520 Fire Fighting Subtotal	\$3,050.00	\$4,376.50	\$82,000.00	5	
4200 Highways & Streets Subtotal	\$19,042.85	\$87,954.58	\$335,896.00	26	
4900 Maintenance & Shop Subtotal	\$7,553.48	\$34,519.38	\$131,093.00	26	
6124 Recreational Facilities Subtotal	\$3,683.16	\$9,160.15	\$81,600.00	11	
6210 Parks Administration Subtotal	\$0.00	\$147.78	\$0.00	0	
6220 Park Areas Subtotal	\$24,098.08	\$73,553.08	\$270,077.00	27	
7400 Planning And Zoning Subtotal	\$990.99	\$14,886.84	\$99,098.00	15	
7540 Tourism Subtotal	\$1,616.22	\$5,209.63	\$68,386.00	8	
7565 Special Facilities- Renta Subtotal	\$94.40	\$461.73	\$4,850.00	10	
Expenditure Subtotal	\$195,166.61	\$832,982.38	\$3,075,289.00	27	
Before Transfers	Excess Of Revenue Subtotal	\$54,237.89	\$1,013,912.02	\$382,211.00	265
Other Financing Use					
1100 Mayor & Council Subtotal	\$0.00	\$0.00	\$82,212.00	0	
Other Financing Use Subtotal	\$0.00	\$0.00	\$82,212.00	0	
After Transfers	Excess Of Revenue Subtotal	\$54,237.89	\$1,013,912.02	\$299,999.00	338
210 Confiscated Assets					
Revenue					
35 Fines & Forfeitures Subtotal	\$0.00	\$0.00	\$1,500.00	0	
Revenue Subtotal	\$0.00	\$0.00	\$1,500.00	0	
Expenditure					
3200 Police Subtotal	\$0.00	\$0.00	\$1,500.00	0	
Expenditure Subtotal	\$0.00	\$0.00	\$1,500.00	0	
Before Transfers	Deficiency Of Revenue Subtotal	\$0.00	\$0.00	\$0.00	0

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FY 2022

		Current Period (\$)	YTD (\$)	Budget (\$)	% Used
After Transfers	Deficiency Of Revenue Subtotal	\$0.00	\$0.00	\$0.00	0
230 American Rescue Plan (Arp)					
Revenue					
	33 Intergovernmental Revenue Subtotal	\$0.00	\$0.00	\$273,000.00	0
	Revenue Subtotal	\$0.00	\$0.00	\$273,000.00	0
After Transfers	Deficiency Of Revenue Subtotal	\$0.00	\$0.00	\$273,000.00	0
275 Hotel/Motel Fund					
Revenue					
	31 Taxes Subtotal	\$56,860.51	\$186,485.45	\$475,000.00	39
	Revenue Subtotal	\$56,860.51	\$186,485.45	\$475,000.00	39
Expenditure					
	7540 Tourism Subtotal	\$54,254.79	\$54,254.79	\$320,950.00	17
	7550 Downtown Dev Auth Subtotal	\$7,107.56	\$23,064.86	\$149,000.00	15
	7565 Special Facilities- Renta Subtotal	\$396.67	\$1,849.05	\$5,050.00	37
	Expenditure Subtotal	\$61,759.02	\$79,168.70	\$475,000.00	17
Before Transfers	Deficiency Of Revenue Subtotal	-\$4,898.51	\$107,316.75	\$0.00	0
Other Financing Source					
	39 Other Financing Sources Subtotal	\$0.00	\$0.00	\$27,000.00	0
	Other Financing Source Subtotal	\$0.00	\$0.00	\$27,000.00	0
After Transfers	Deficiency Of Revenue Subtotal	-\$4,898.51	\$107,316.75	\$27,000.00	397
320 City Of Blue Ridge Splst					
Revenue					
	33 Intergovernmental Revenue Subtotal	\$48,734.99	\$215,260.06	\$638,820.00	34
	36 Investment Income Subtotal	\$0.00	\$0.00	\$1,000.00	0
	Revenue Subtotal	\$48,734.99	\$215,260.06	\$639,820.00	34
Expenditure					
	4200 Highways & Streets Subtotal	\$0.00	\$1,932.29	\$219,820.00	1
	4211 Streetscape Subtotal	\$0.00	\$53,194.40	\$0.00	0
	4440 Water Distribution Subtotal	\$0.00	\$0.00	\$420,000.00	0
	Expenditure Subtotal	\$0.00	\$55,126.69	\$639,820.00	9
Before Transfers	Excess Of Revenue Subtotal	\$48,734.99	\$160,133.37	\$0.00	0
After Transfers	Excess Of Revenue Subtotal	\$48,734.99	\$160,133.37	\$0.00	0
505 Blue Ridge Water/Sewer Fund					
Revenue					
	33 Intergovernmental Revenue Subtotal	\$0.00	\$0.00	\$847,500.00	0
	34 Charges For Services Subtotal	\$354,472.60	\$1,420,562.89	\$4,592,000.00	31
	36 Investment Income Subtotal	\$0.00	\$0.00	\$3,000.00	0
	38 Miscellaneous Revenue Subtotal	\$363.00	\$2,378.20	\$0.00	0
	39 Other Financing Sources Subtotal	\$0.00	\$0.00	\$5,997,500.00	0
	Revenue Subtotal	\$354,835.60	\$1,422,941.09	\$11,440,000.00	12
Expenditure					
	4310 Sanitary Administration Subtotal	\$1,366.45	\$1,736.89	\$120,576.00	1

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CITY OF BLUE RIDGE

04/01/2022 To 04/30/2022

FY 2022

	Current Period (\$)	YTD (\$)	Budget (\$)	% Used	
4331 Sanitary Sewer Maintenanc Subtotal	\$25,514.51	\$49,843.24	\$3,102,590.00	2	
4335 Sewage Treatment Plant Subtotal	\$36,247.63	\$114,897.42	\$4,421,738.00	3	
4410 Water Administration Subtotal	\$13,776.88	\$40,896.40	\$869,204.00	5	
4430 Water Treatment Subtotal	\$36,948.12	\$142,738.29	\$540,752.00	26	
4440 Water Distribution Subtotal	\$127,005.90	\$397,553.30	\$3,657,530.00	11	
4450 Mapping Subtotal	\$0.00	\$0.00	\$27,611.00	0	
Expenditure Subtotal	\$240,859.49	\$747,665.54	\$12,740,001.00	6	
Before Transfers	Excess Of Revenue Subtotal	\$113,976.11	\$675,275.55	-\$1,300,001.00	-52
Other Financing Use					
0000 Revenues Subtotal	\$0.00	\$0.00	\$1,000,000.00	0	
Other Financing Use Subtotal	\$0.00	\$0.00	\$1,000,000.00	0	
After Transfers	Excess Of Revenue Subtotal	\$113,976.11	\$675,275.55	-\$2,300,001.00	-29
800 Downtown Development Authority					
Revenue					
33 Intergovernmental Revenue Subtotal	\$7,107.56	\$23,064.86	\$60,000.00	38	
34 Charges For Services Subtotal	\$0.00	\$0.00	\$100,000.00	0	
Revenue Subtotal	\$7,107.56	\$23,064.86	\$160,000.00	14	
Expenditure					
7550 Downtown Dev Auth Subtotal	\$0.00	\$300.00	\$37,150.00	1	
Expenditure Subtotal	\$0.00	\$300.00	\$37,150.00	1	
Before Transfers	Excess Of Revenue Subtotal	\$7,107.56	\$22,764.86	\$122,850.00	19
Other Financing Use					
7550 Downtown Dev Auth Subtotal	\$0.00	\$0.00	\$122,850.00	0	
Other Financing Use Subtotal	\$0.00	\$0.00	\$122,850.00	0	
After Transfers	Excess Of Revenue Subtotal	\$7,107.56	\$22,764.86	\$0.00	0