TOWN OF BOONE
QUARTERLY REPORTS

October, November

& December 2013

Cultural Resources Department
Quarterly Report
4th Quarter: October - December 2013

- The CRaB continues to meet regularly as a group on the first Monday of each month at the Jones House Cultural and Community Center. The main focus has been on the Daniel Boone Park property, SAHA and the license for the property.
- The Jones House hosted an afternoon fiddle workshop with master old-time musician, Bruce Molsky.
- October 2, 2013 Concert with Bruce Molsky at the Jones House – The first indoor ticketed concert at the Jones House went very well, 7:00 show was sold out.
- The First Friday Art Crawl was held on October 4, featuring an exhibit by the High Country Watermedia Society.
- An event featuring ASU playwright, Joel Williams' production *Promises* was held on October 5, including a concert with master fiddler, Alan Jabbour.
- The Boone Heritage Festival was held on October 12, with Cultural Resources staff presenting two stages of entertainment and an on-going jam session.
- CR staff hosted a visit from Boone United Methodist preschool on October 16.
- PW installed a new marker for "Baby".
- Meetings were held with Institute of Outdoor Drama representatives on October 26 to discuss potential solutions for Horn in the West and Daniel Boone Park.
- The Grand Rededication of the Downtown Post Office was held on Sunday, October 27, 2013.
- October 31, 2013 Downtown Boo! at Jones House
- The First Friday Art Crawl was held on November 1, featuring exhibits by the Mountain Alliance photography group and an ASU sculpture art class.
- A concert was held on November 6, with Alice Gerrard and Beverly Smith.
- The First Friday Art Crawl was held on December 6, featuring an exhibit of Joe Miller's artwork from his book <u>One Night, Two Moons</u> and an exhibit by an Appalachian public history class highlighting history of downtown Boone, the Jones House, and the Jones family.
- The Fall Music Lessons session ended on December 12 with a recital at the Jones House. The next session will begin on February 6, 2014.
- CR staff worked with PW staff to decorate the Jones House and the Downtown Post Office in anticipation of the upcoming holiday season.
- Various Weddings and Weekend Events at the Jones House
- Staff worked to help plan for the Town of Boone staff holiday lunch, which will feature music from students that participate in the weekly music lessons and storytelling by Orville Hicks.
- Staff worked with the DBDA to prepare and plan for the Downtown Christmas Parade, and post parade activities at the Jones House on December 7.
- Staff worked to help plan for Mayor Clawson's retirement party, to be held at the Boone Methodist Church on December 17.

Downtown Boone
DEVELOPMENT ASSOCIATION

Downtown Boone Development Association
Quarterly Report
4th Quarter Report October - December 2013

Organization:

- The DBDA Board started to organize new promotions committee.
- The Parking Appeals committee met twice and reviewed parking appeals.

Promotion:

- The First Friday Art Crawl downtown promotional event continued in October through December.
- Held the 13th Annual Boone BOO!
- Provided Thanksgiving holiday hours at the Jones House Community Center offering restrooms and information to visitors of downtown Boone.
- The DBDA hosted a downtown Boone holiday window display contest.
- The DBDA and the Town of Boone held the Annual Downtown Christmas Parade.
- The Jones House Community Center hosted a post-parade reception with refreshments, music, and information for visitors to downtown Boone.
- The DBDA and the Watauga Co. Library organized and implemented the Holiday Story Walk program in downtown Boone.
- Distributed over 4,000 downtown Boone holiday brochures to area Choose & Cut Farms.
- Provided portable restroom facilities for downtown Boone on ASU game days.

Design:

- The DBDA board voted to monetarily contribute to possible Howard St. traffic study.
- Assisted Cultural Resources Department with the grand re-opening of the downtown Post Office.
- Installed a new public art sculpture at the Jones House Community Center.
- Worked with Cultural Resources Department to assist with downtown Post Office and Jones House Holiday decorating.

Economic Restructuring:

- Received completed 2012-2013 Audit
- Filed appropriate taxes for 2012-2013, form 990

Upcoming 1st Quarter Activities

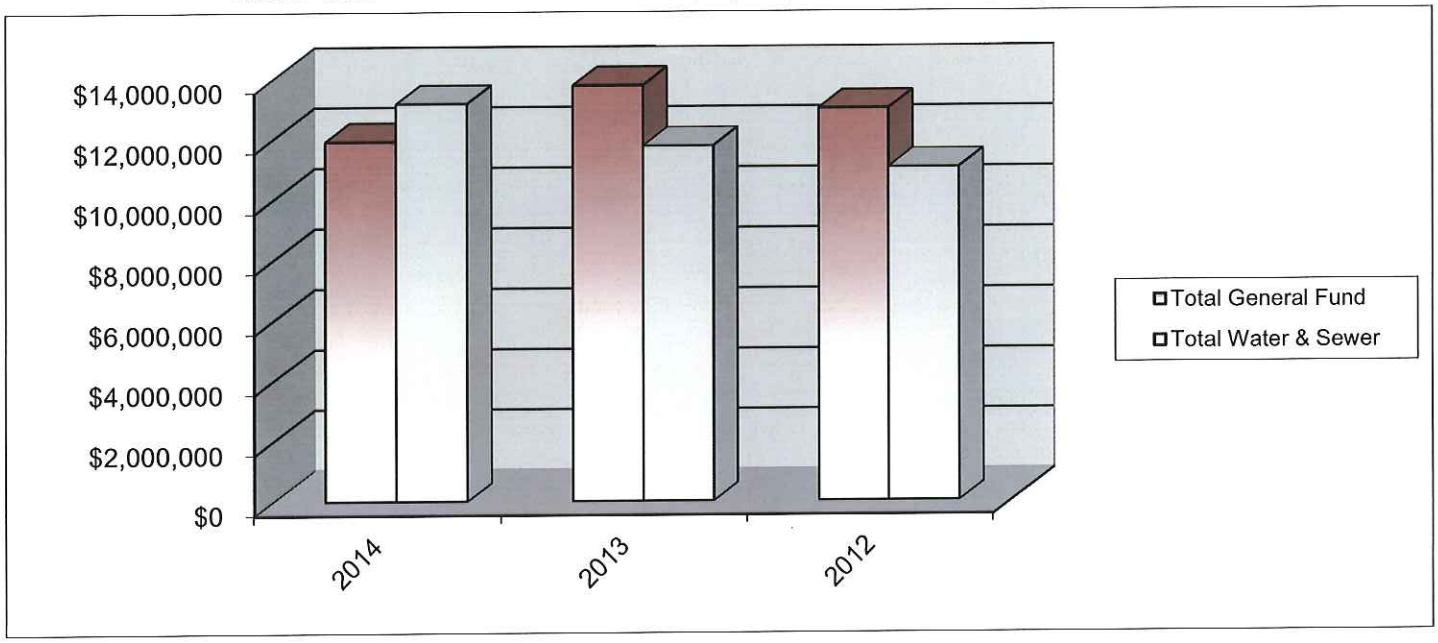
- DBDA winter budget retreat – January 28th at 5:30 pm
- February and March First Fridays
- Working to compose proposed budget for 2014-2015 fiscal year
- Promotion and advertising for upcoming spring/ summer programs and activities

QUARTERLY REPORT AS OF DECEMBER 31, 2014
FISCAL YEAR 2013/2014
FINANCE DEPARTMENT

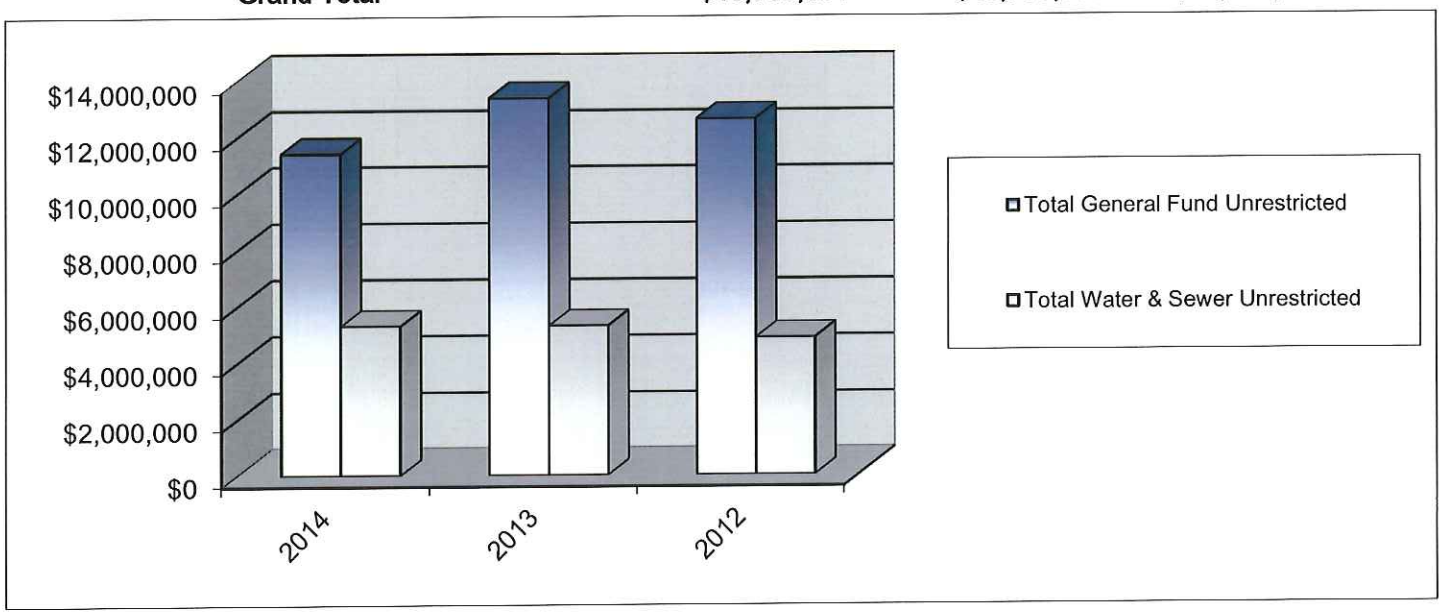
CASH AND INVESTMENTS

Cash and Investments Summary

	2014	2013	2012
Total General Fund	$11,928,373	$13,776,501	$12,986,156
Total Water & Sewer	$13,177,202	$11,761,086	$11,031,602
Grand Total	**$25,105,575**	**$25,537,587**	**$24,017,758**



	2014	2013	2012
Total General Fund Unrestricted	$11,430,790	$13,397,926	$12,645,594
Total Water & Sewer Unrestricted	$5,302,574	$5,302,574	$4,865,227
Grand Total	**$16,733,364**	**$18,700,500**	**$17,510,821**



QUARTERLY REPORT AS OF DECEMBER 31, 2014
FISCAL YEAR 2013/2014
FINANCE DEPARTMENT

TAX REVENUES

			12/31/2013 % LEVY COLLECTED	12/31/2012 % LEVY COLLECTED
Town of Boone	**$**	**3,994,413**	76.06%	76.63%
Municipal Service District	**$**	**95,357**	82.37%	72.99%

CAPITAL EXPENDITURES

Department	Description		Amount
GIS	HP Plotter	$	5,245
Police Department	2009 Toyota Corolla	$	7,000
Total General Fund		**$**	**12,245**
None			
Total Water & Sewer Fund		**$**	**-**
Total General Fund & Water & Sewer Fund Capital Expenditures This Quarter		**$**	**12,245**

QUARTERLY REPORT AS OF DECEMBER 31, 2014
FISCAL YEAR 2013/2014
FINANCE DEPARTMENT

BUSINESS LICENSE ISSUED

October 1, 2013 - December 31, 2013

License Type	Quantity Issued
Automobile Dealer	0
Barber / Beauty Shops	0
Bicycle Dealers	0
Bowling Alleys	0
Chain Stores	0
Dealers in Firearms	0
Entertainments	0
General Business	24
General Contractors	3
Hotels & Motels	0
Itinerant Merchants	0
Peddlers	2
Plumbing, Heating or Electrical	15
Restaurant	3
Service Stations	0
ABC Licenses	2

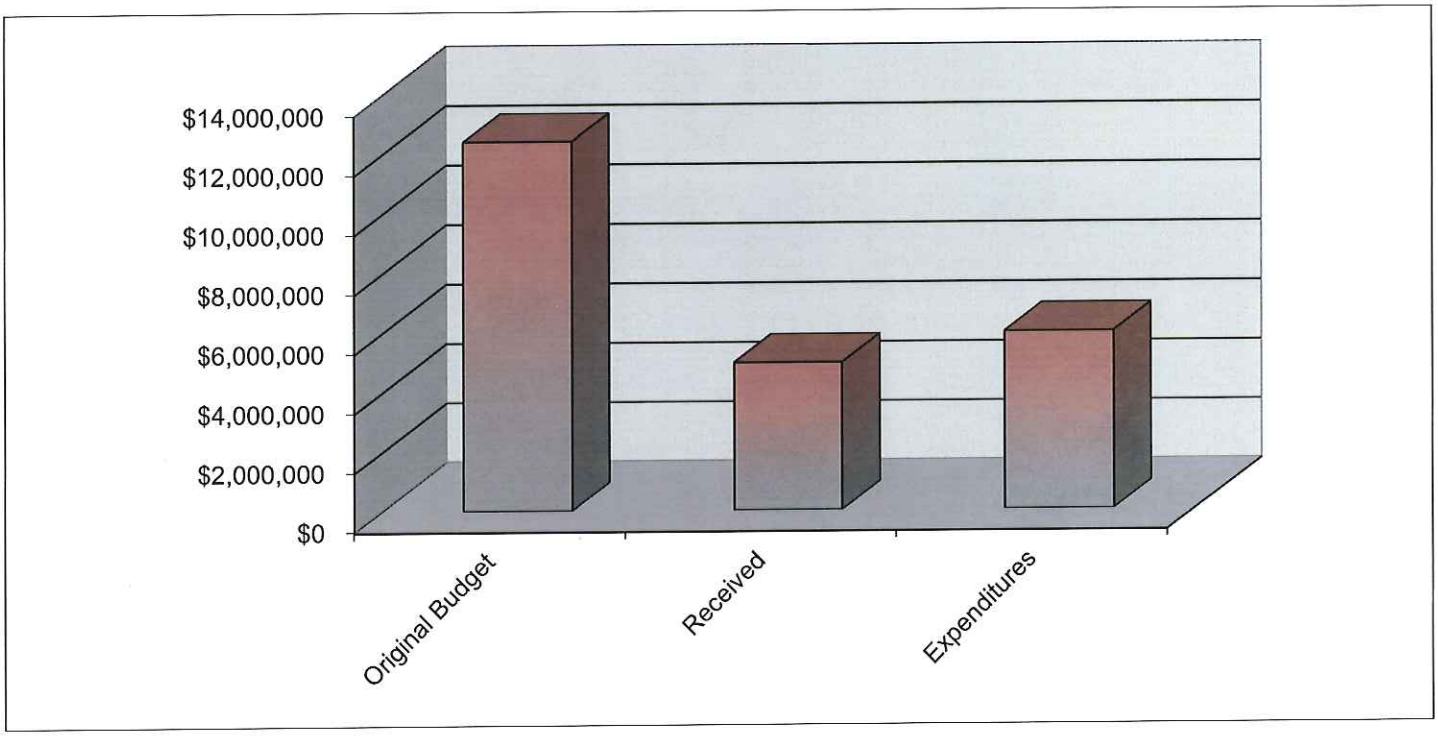
SURPLUS PROPERTY SOLD VIA GOVDEALS AUCTIONS

October 2013	$	1,577
November 2013	$	20
December 2013	$	-
Total	$	1,597

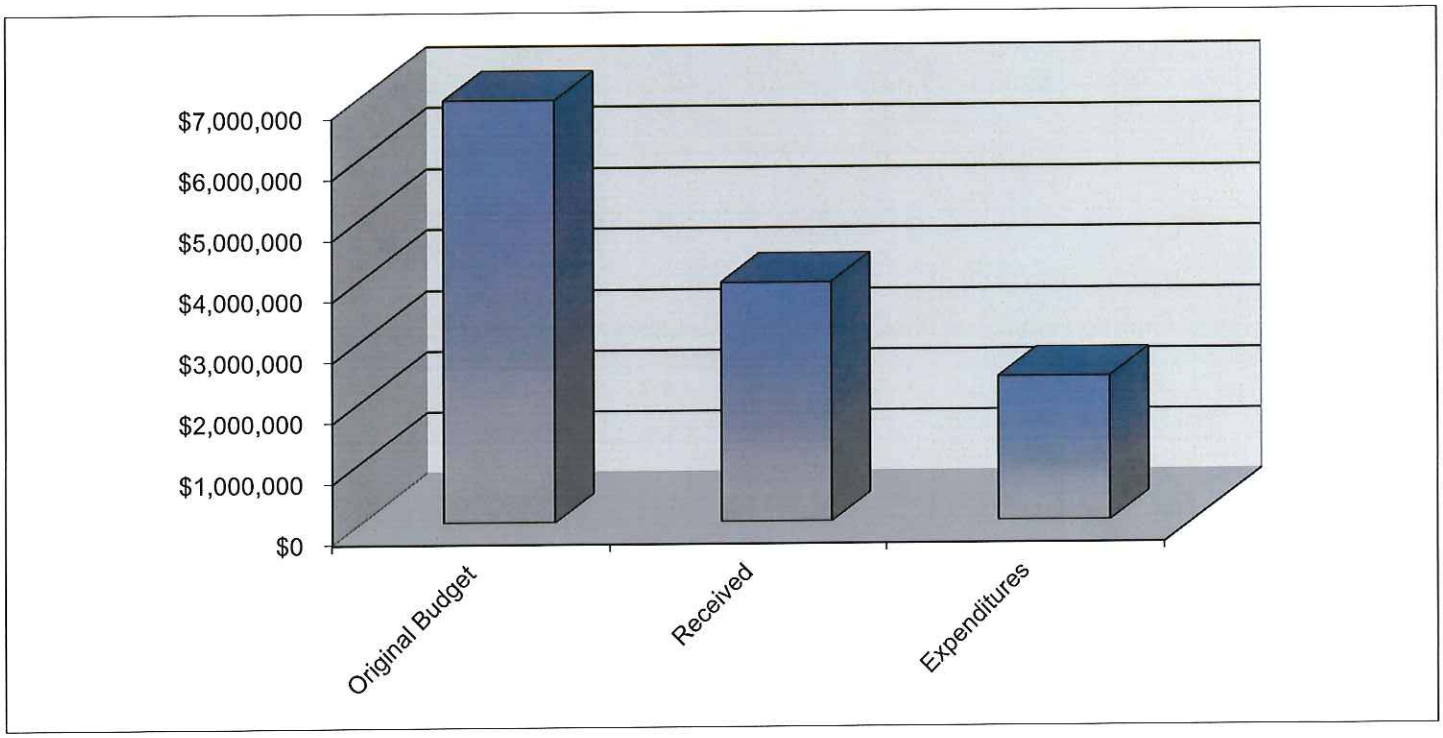
QUARTERLY REPORT AS OF DECEMBER 31, 2014
FISCAL YEAR 2013/2014
FINANCE DEPARTMENT

BUDGET / ACTUAL ANALYSIS

	Original Budget	Revenues Received	Expenditures
General Fund	$12,419,962	$4,967,641	$5,981,432



	Original Budget	Revenues Received	Expenditures
Water & Sewer Fund	$6,940,397	$3,941,092	$2,371,574



QUARTERLY REPORT

TO: Mayor & Council Members

FROM: James D. Isaacs, Fire Chief

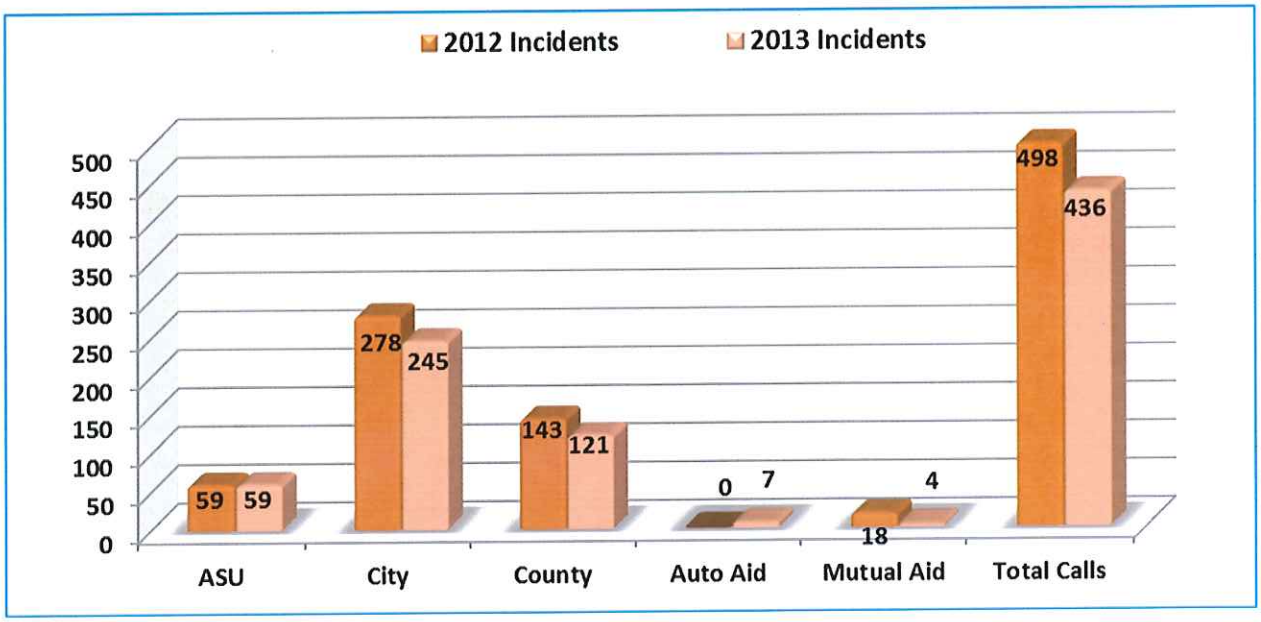
DATE: January 23, 2014

SUBJECT: 4th Quarter 2013 (Oct, Nov, Dec)

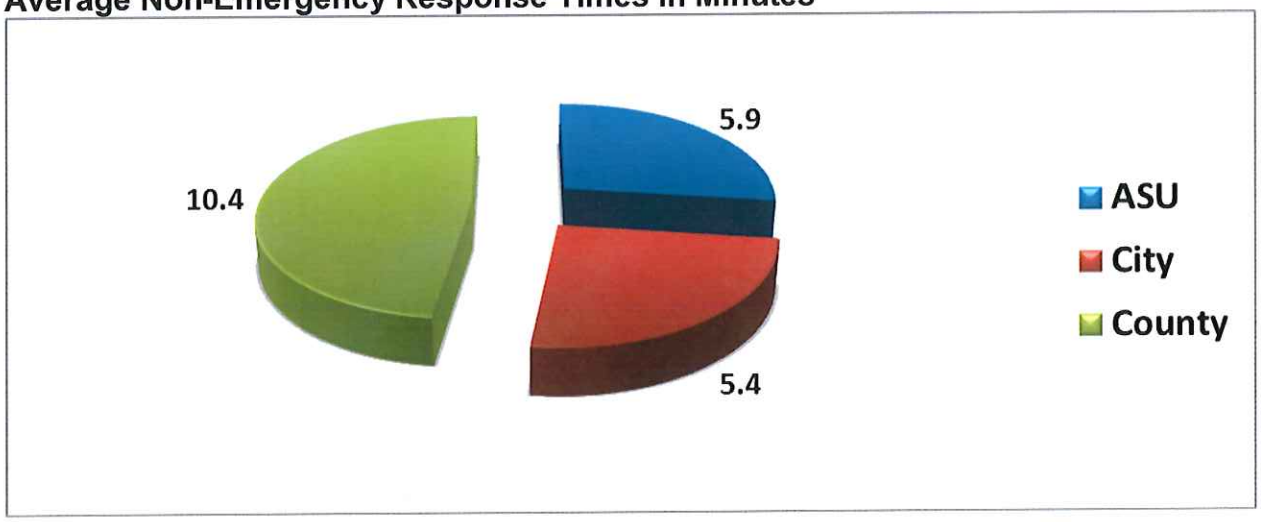
INCIDENT INFORMATION

During the fourth quarter of 2013, Boone Fire Department responded to 436 incidents. The average response time for non-emergency incidents was 7.23 minutes and 6.33 minutes for emergency situations.

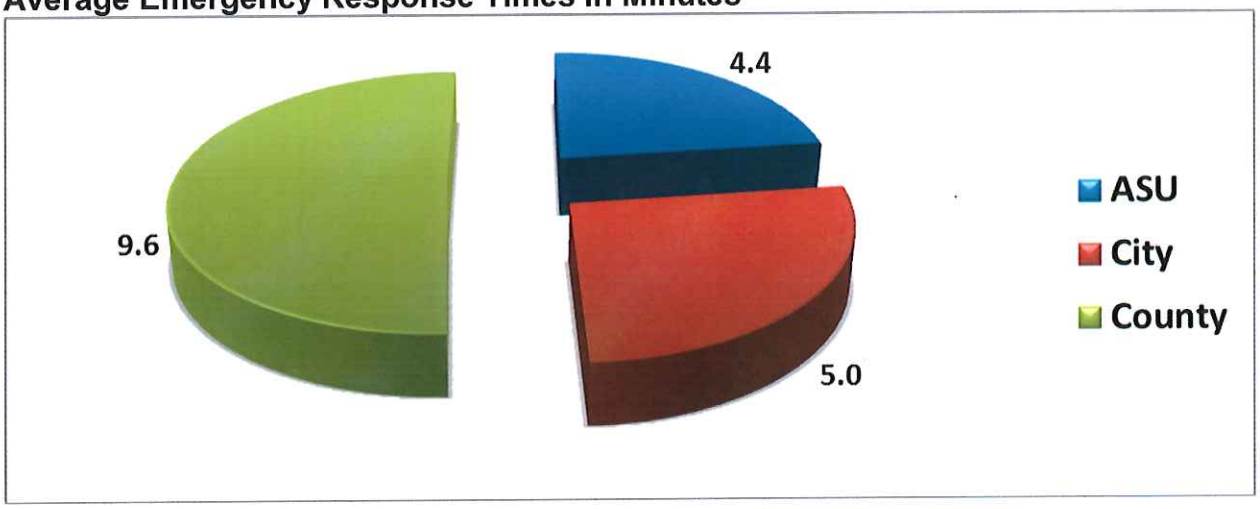
Number of Incidents by Jurisdiction



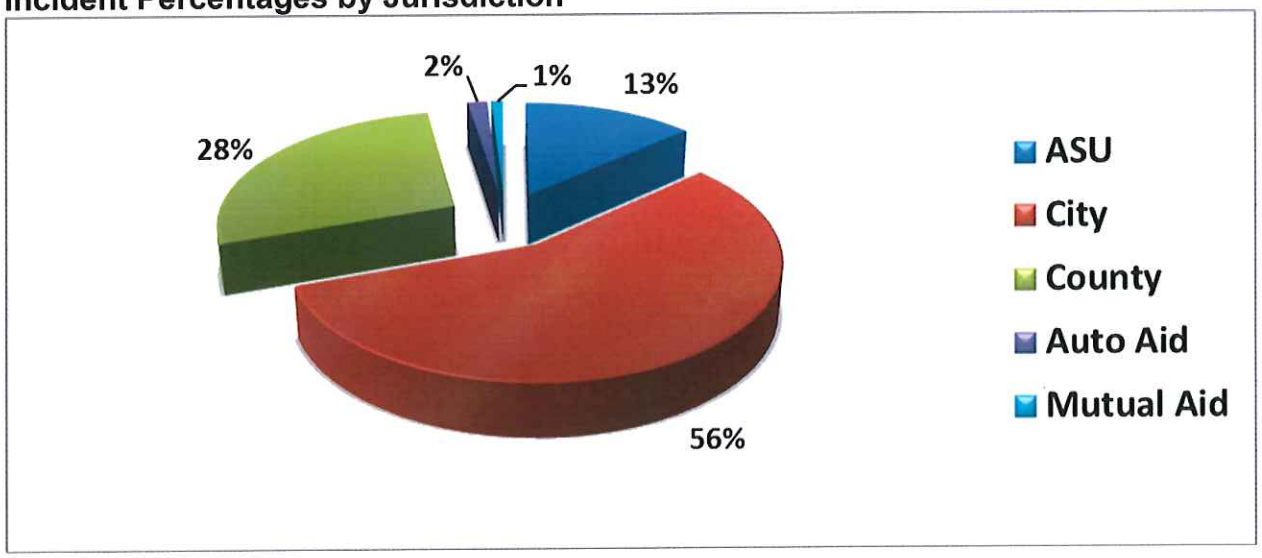
Average Non-Emergency Response Times In Minutes



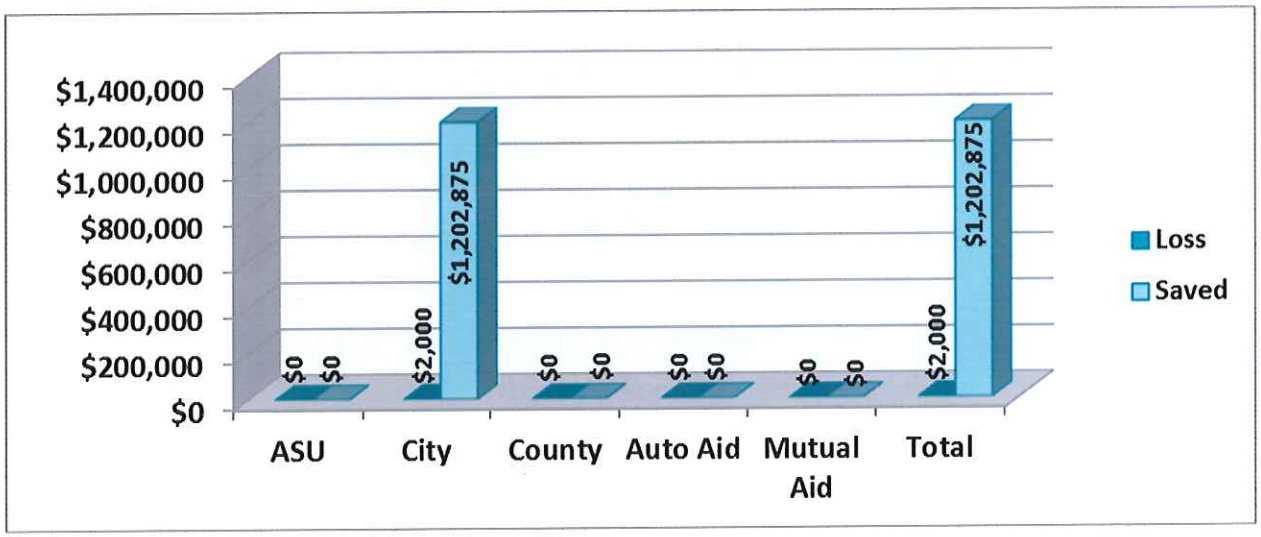
Average Emergency Response Times In Minutes



Incident Percentages by Jurisdiction



FIRE DAMAGE LOSS VS SAVED: PERCENTAGE OF VALUE SAVED 88.29%



PERSONNEL

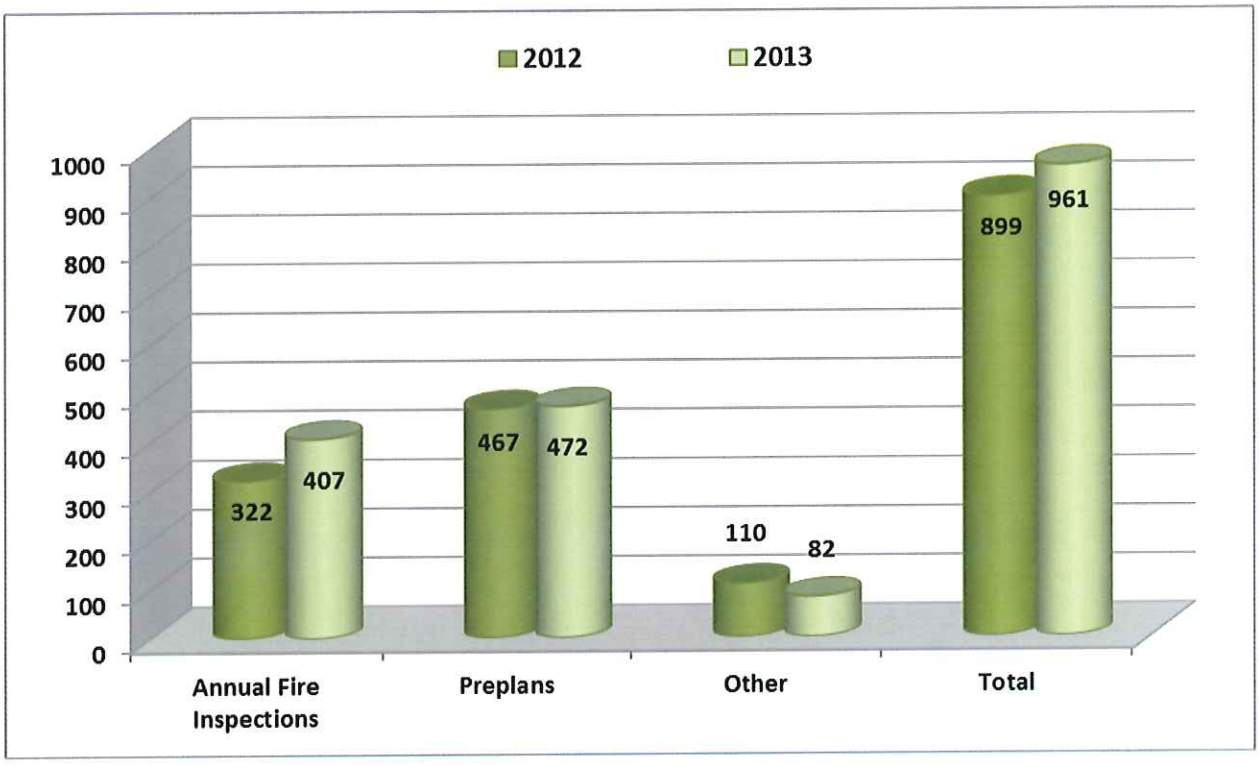
During the fourth quarter the Boone Fire Department had a roster of 19 career firefighters and 18 volunteers for a total of 37 members. A total of 1551 training hours were completed during this quarter.

Departmental Roster

Name	Radio #	Name	Radio #
Brown, Edward	2133	Lentz, Adam	2156
Brown, Kent	2127	Marsh, Ronnie	2128
Campbell, Ryan	2150	Marsh, Taylor	2151
Clark, Matthew	2175	Maxey, Patrick	2166
Daniels, Jereme	2147	McLean, Walter	2143
Dean, Jeffrey	2176	McMurray, Jey	2178
Earp, Jeremy	2153	Miller, Jared	2174
Edmisten, John	2173	Moore, Matthew	2152
Flieg, Amy	2157	Norris, Garrett	2179
Garland, Shane	2137	Parlier, Mark	2136
Guy, David	2163	Propst, Lonnie	2125
Harris, Ashley	2154	Rawls, John	2146
Hassler, Kyle	2165	Reed, Matt	2164
Hassler, Reginald	2142	Smith, Greg	2170
Isaacs, James	2121	Spencer, Travis	2126
Kerley, Jay	2135	Teague, Mike	2124
Kissel, Ryan	2156	Triplett, Jordan	2159
Krause, Matthew	2167	Wade, Andrew	2171
		Wilson, Aaron	2145

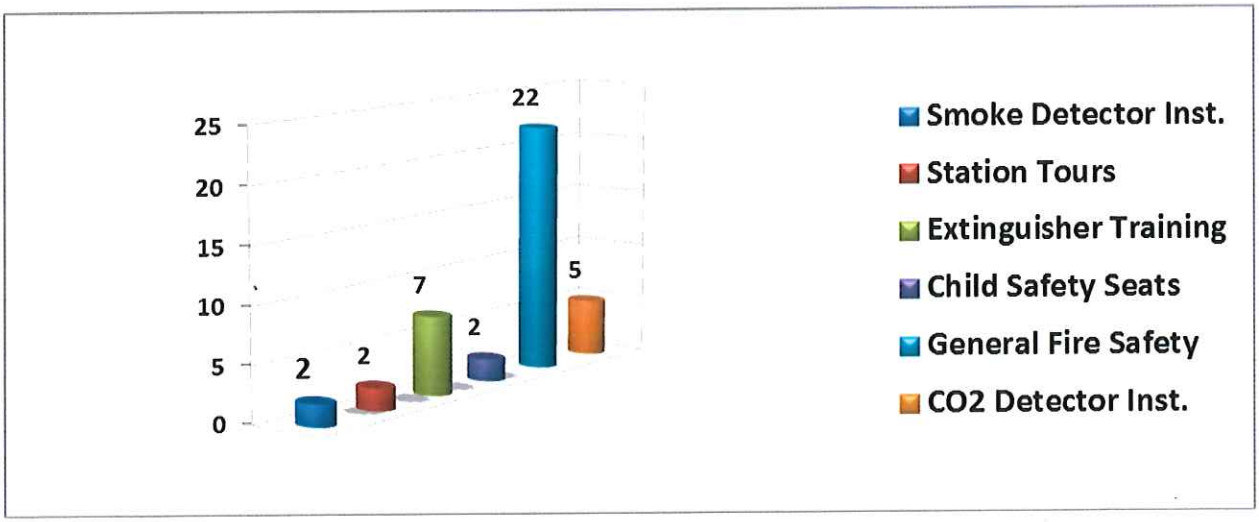
DEPARTMENTAL INSPECTIONS

The department performed 407 annual-fire, 472 preplan, and 82 other inspections for a total of 961 inspections during the fourth quarter.



FIRE PREVENTION

The Boone Fire Department Prevention Bureau conducted 40 fire and life safety education programs.



HUMAN RESOURCES DEPARTMENT FOURTH QUARTER REPORT 2013

Congratulations to the following employees on their promotion:

Patrick Maxey—Fire Prevention Specialist
Matt Krause—Fire Driver/Operator
Kyle Hassler—Fire Driver/Operator

The following employees resigned their position:

Ryan Kissel—Fire Prevention Specialist/Driver/Operator

The Town of Boone would like to welcome the following new employees:

Jeff Dean—Firefighter
Matt Clark—Firefighter
April Farthing—PT Telecommunicator

The following employees retired from the Town:

Blake Brown—Public Works Director
David Dick—Trades Specialist I

Safety & Risk Management Division Fourth Quarter Report:

For the fourth quarter there were four worker's compensation claim filed.

A Police Officer while chasing a suspect stuck his head on some limbs of trees causing a cut to the head (non-recordable).

A Police Officer while chasing a suspect turned his ankle (non-recordable).

A Fire Fighter had a possible blood borne exposure while working with a victim (recordable).

A Water Treatment Plant Operator was exposed to Chlorine when a line started leaking (recordable).

For the year 2013 the Town had thirteen worker's compensation claims file. Of the thirteen nine were recordable and three of these had lost workdays (67). The employees did a great job this year keeping accidents down and performing their jobs safely.

Our injury rates for the year are:

Incident Rate	=	5.18
Frequency Rate	=	1.7
Severity Rate	=	38.6

Rates are figured using the following:

Incident Rate	=	(recordable cases X 200,000) divided by (work hours for the year)
Frequency Rate	=	(lost work day cases X 200,000) divided by (work hours for the year)
Severity Rate	=	(lost work days X 200,000) divided by (work hours for the Year)

OFFICE OF THE CLERK

There were nine special event permits issued during the fourth quarter of 2013.

Town of Boone

Planning & Inspections Department

Fourth Quarter Report 2013

Fourth Quarter, 2013 (October, November, December)

Zoning Amendments

RZ20130581
Modification of the Town of Boone UDO to allow temporary portable storage containers. This request was approved.

Board of Adjustment

ZV20130480 Brookwood Apartments
Appalachian South requested a variance to allow retaining walls up to 8' in height to encroach into the street setback along Abbey Road for Brookwood Apartments, 283, 285, and 315 Homespun Hills. This request was approved.

ZV20130549 AJCH, LLC
Scott Roberts on behalf of AJCH, LLC requested a variance to allow the erection of a sign taller than the Ordinance allows at the corner of Highway 321 S and River View Lane. This request was denied.

AR20130504 Clement Blowing Rock Rd., LLC
Clement Blowing Rock Rd., LLC requested an administrative review regarding a notice of violation to Section 316[c][8][b] of the Unified Development Ordinance for property located at 609 Blowing Rock Road. Staff's decision was upheld and all fines were abated.

AR20130505 Molly Hundley
Molly Hundley requested an administrative review regarding a notice of violation to Section 316[c][8][b] of the Unified Development Ordinance for property located at 138 Clement Street. Staff's decision was upheld and all fines were abated.

SU20130563 King St. Mixed Use Project
John Winkler requested a Special Use Permit Modification to the King St. Mixed Use Project Special Use Permit #20110670, 492 West King Street to modify the site specific development plan including modification of allowed commercial uses. This request was approved.

ZV20130649 Roberta Austin
Jason Green requested a variance to allow 80+/- linear feet of stream buffer disturbance to build a private driveway on property located at 1033 Russ Cornett Road, owned by Roberta Austin. This request was approved.

ZV20130732 Southern States
Harrod/AP LLC requested a variance for 178 Water Street to allow reductions to the building footprint and street frontage requirements of UDO Section 179 [b] for a mixed use project in the B-1 Central Business District. This request was approved.

Community Appearance Commission

Bojangles
David Park with ESD Partners on behalf of Bojangles is requested a deviation from UDO Section 393[e] in regards to color. The proposed project will be located on Highway 421 S. on a vacant lot adjacent to the existing Advanced Auto Parts (Watauga County PIN 2911-60-7061-000).The request was to allow accent color above the 5% allowed. The request was not approved.

Discussion of Design Guidelines
The Appearance Commission continues to discuss design guidelines, focusing on specific guidelines for the Downtown area. The Board also continues to discuss colors and features for the Downtown Central Business District and have narrowed down the colors and features to relate to the historic look of Downtown and to coincide with the guidelines that the Historic Preservation Commission have drafted.

Planning Commission

The Planning Commission made recommendations on one (1) text amendment, listed under Zoning Amendments above.

SD20130589 Robert and Melanie McKennett
Allen C. Moseley on behalf of Robert and Melanie McKennett requested minor subdivision approval for a two lot subdivision (Watauga County PIN 2819-47-8531-000), located in the WS-IV Watershed Areas Preservation Area (WS-IV-PA). This request was approved.

The revisions to the UDO (Table of Permissible Uses) were discussed at a workshop held jointly with the Town Council and the Planning Commission as well as discussed at each Planning Commission meeting.

Affordable Housing Task Force

Workforce Housing
The Affordable Housing Task Force identified parameters to place on maps to help identify parcels suitable for workforce housing.

Historic Preservation Commission

Discuss Design Guidelines
The Historic Preservation Commission completed extensive work on the Design Guidelines. Eric Plaag took the Design Guidelines that had been worked on by several people before and rewrote the document that is now an ideal document. The Design Guidelines will next go to the Town Attorney for review.

Tree Board

The Tree Board did not meet this quarter.

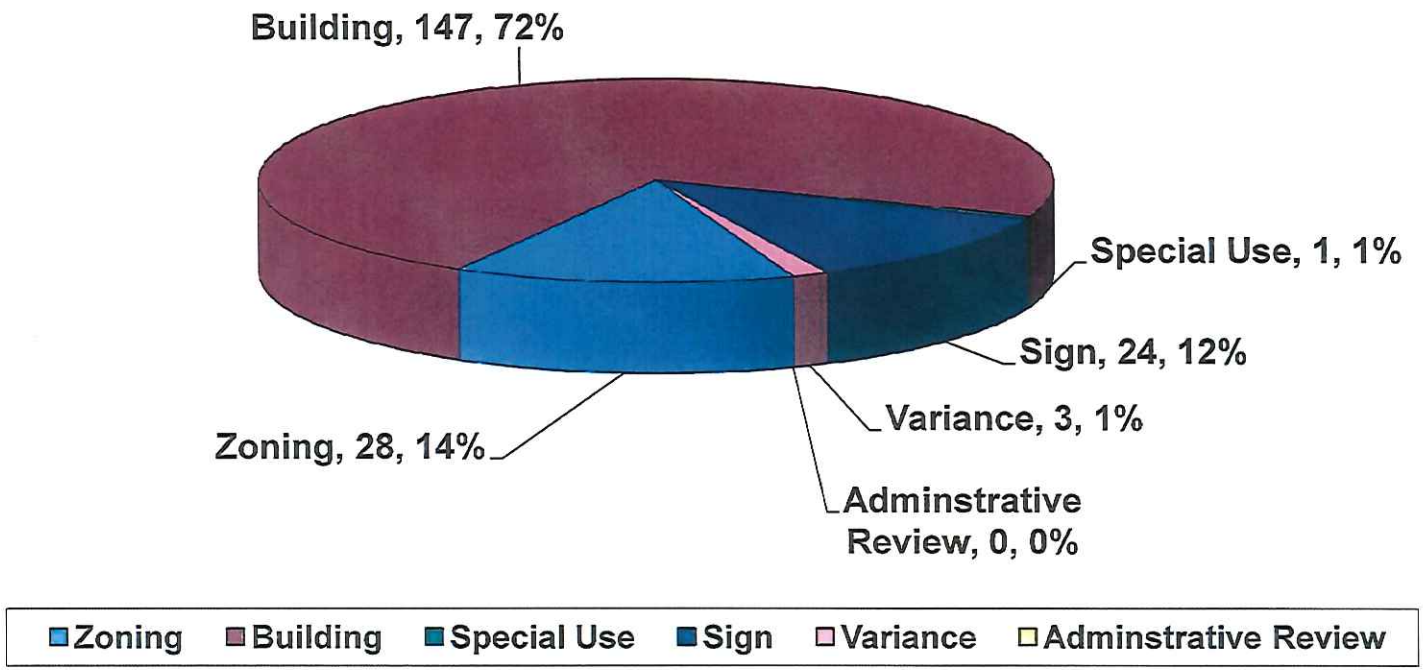
Violations

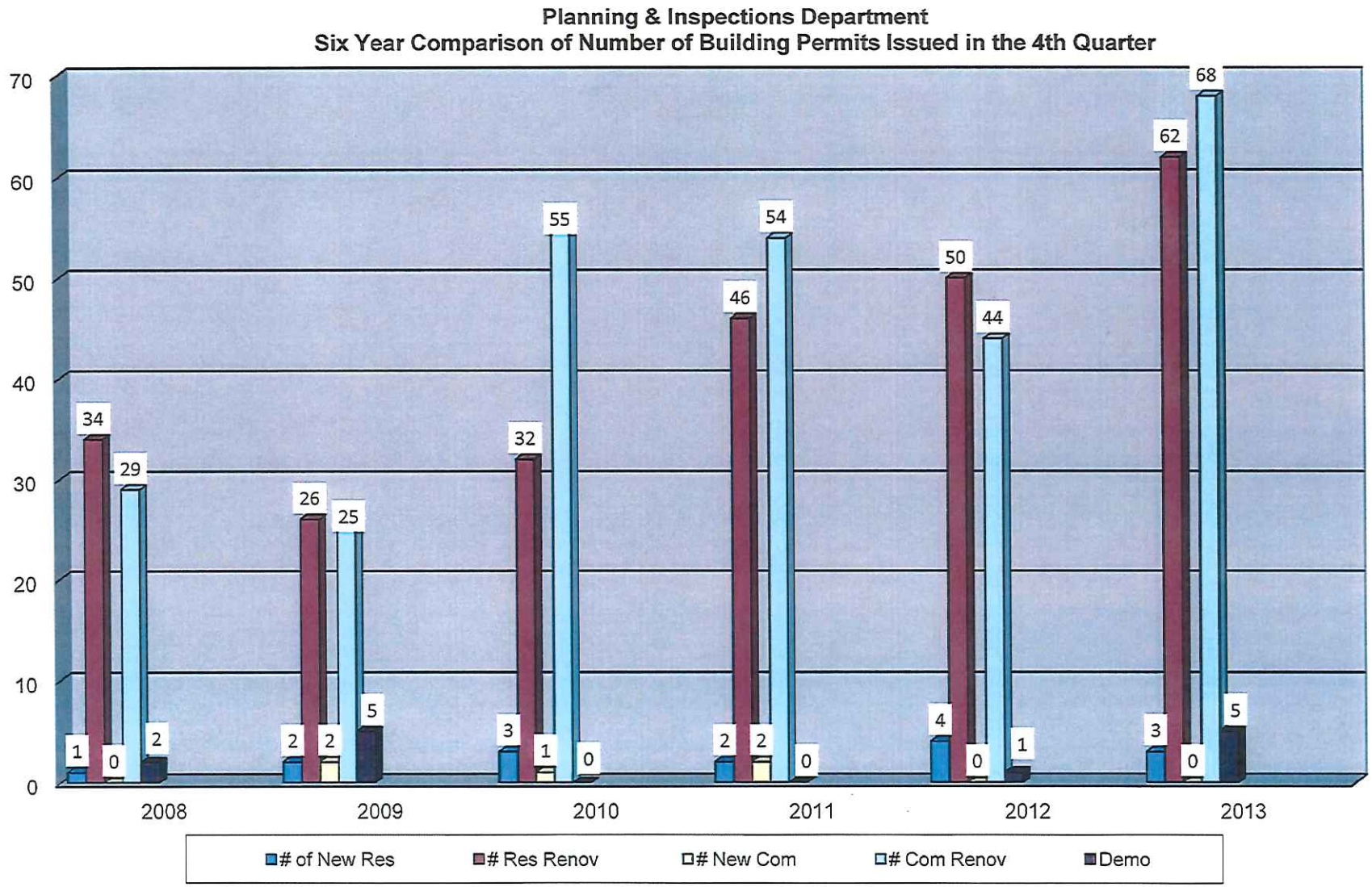
Occupancy Violations
The Planning & Inspections Department received two (2) occupancy complaints this quarter. These are currently pending.

Minimum Housing Violations
The Planning & Inspections Department received two (2) minimum housing complaints this quarter. Both (2) were repaired and two (2) were repaired that were listed in other quarters.

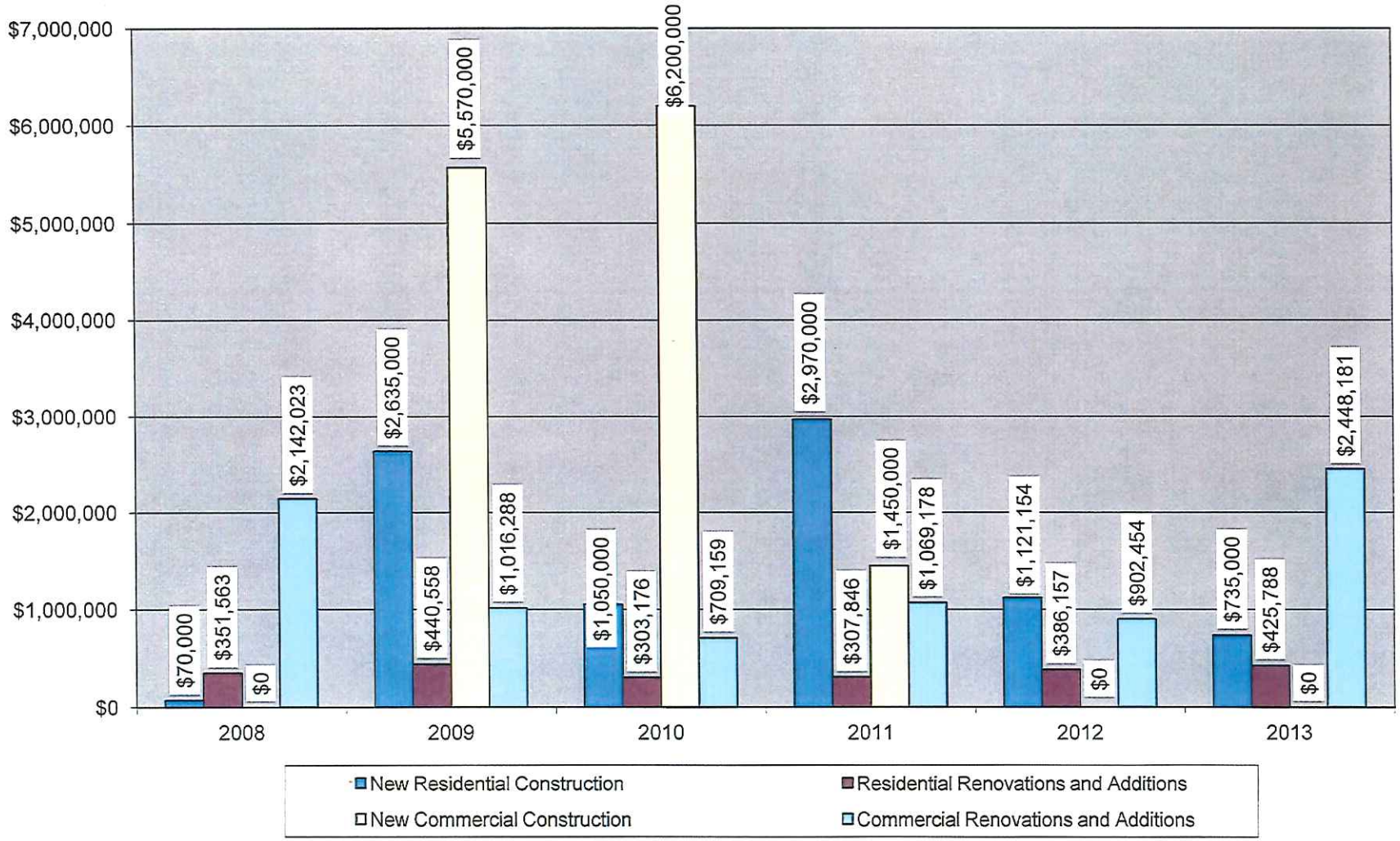
Other
There were two (2) other violations of building codes. One (1) has a permit to be demolished, and one (1) is not resolved.

Planning & Inspections Department
Number of Permit ApplicationsReceived
For 4th Quarter, 2013




Planning & Inspections Department
Six Year Comparison of Number of Building Permits Issued in the 4th Quarter
70
60
50
40
30
20
10
0
34
29
1
0
2
26
25
2
2
5
32
55
3
1
0
46
54
2
2
0
50
44
4
0
1
62
68
3
0
5
2008
2009
2010
2011
2012
2013
# of New Res
Res Renov
New Com
Com Renov
Demo

Planning & Inspections Department
Six Year Dollar Amount Comparison of Building Permits Issued in the 4th Quarter



Memo

To: Mayor Ball and Town Council

From: Dana Crawford, Chief of Police

CC: Greg Young, Town Manager

Date: 1/30/2014

Re: Quarterly Report October-December 2012

Attached, you will find an Annual Report that reflects statistics for 2013 versus 2013. This reporting period as compared to the same period in 2012 shows decreases in many areas. Notably, Misdemeanor Assaults, Business Burglaries, Motor Vehicle Thefts, Motor Vehicle Breaking and Entering cases, and Vandalisms were all reduced from the same time frame in 2012. While this is good news, the bad news is that Personal Injury Vehicle Crashes were up 15% this year, as well as Alcohol/Drug Related Crashes, which was up by 48% in 2013 over 2012. We are looking at several initiatives that might help reduce these numbers.

Boone Police Department Criminal Investigations Division was assigned 177 cases during the 2013 calendar year. Of those assigned cases, 41 percent were cleared by arrest. This is a new high for Boone Police Department. In comparison, the state average clearance rate is approximately 18 percent. Also, during 2013, Boone Police detectives cleared the Rite Aid and Cracker Barrel armed robberies by arrest of the offenders. All of this was completed while still investigating the deaths at Best Western, which took approximately six months to complete and submit to the District Attorney.

The Narcotics Unit initiated or was assigned 73 drug investigations. Many of these became federal drug conspiracy cases and were adopted by the U.S. Attorney's Office for prosecution. In those 73 cases there has been 30 individuals arrested, with 150 felony charges and 48 misdemeanor charges. Many of these investigations are ongoing and may not reach a conclusion within the calendar year. As you might guess, marijuana is still the most prevalent controlled substance. The diversion and abuse of opioid, and amphetamine based pills is the second most prevalent type of investigation conducted. Methamphetamine is third on the list of being most problematic to the Town.

In other news, in 2013 the police department initiated a community contact officer. In essence, we are having an officer on day shift, (one out of five officers working on a shift), in any spare time, making contacts and connections within the community. These officers are walking through businesses and

schools, and making contacts with owners, managers, employees and staff and being more intentional about getting to know our community that we serve.

In 2013 we also reestablished the Police Explorer program at Watauga High School. This is a mentoring program for students to learn more about police work and the criminal justice system. Many of our current officers were members of Police Explorers while in high school.

Over the last holiday season, Boone police officers initiated a food drive to assist the Hunger Coalition. Our food drive collected over 880 pounds of food at the police department. We hope to continue this project in the future.

Once again, thank you for your support of Boone Police Department. Please let me know if you have any questions.

Respectfully Submitted

2013 Annual Report
Boone Police Department

Offense/Activity	YTD 12	YTD 13	%
Murder	0	0	-----
Rape	4	5	25%
Robbery	5	10	100%
Aggravated Assault	23	24	4%
Misdemeanor Assault	163	120	-26%
Burglary-Residential	50	41	-18%
Burglary-Business	35	8	-77%
Arson	0	0	-----
Fraud	79	74	-6%
Motor Vehicle Theft	13	10	-23%
Motor Vehicle B & E	63	47	-25%
Vandalism	214	146	-32%
Noise Complaints	873	698	-20%
Property Damage Vehicle Crashes	945	1029	9%
Personal Injury Vehicle Crashes	119	137	15%
Alcohol / Drug Related Crashes	40	59	48%
Calls for Service	10963	10607	-3%
Alarms Activated	1160	1153	-1%

****

DWI Arrests	177	155	-12%
DWI (Provisional Licensee)	28	28	-----
Noise Citations	128	83	-35%
Overweight Truck Citations	0	1	100%
Patrol Div. Drug Violations	325	392	21%

****

Training Hours	5339	5334	-----

Town of Boone
Department of Public Utilities
Utilities and Engineering Division

Fourth Quarter Report
October 1st thru December 31st 2013

Violations for this quarter

- 245 West Brook Drive

Projects Inspected this quarter

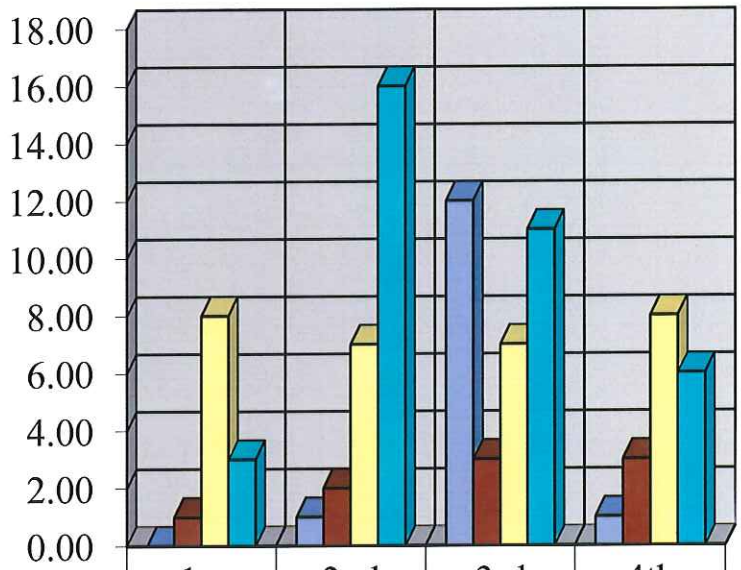
- Mac, Crest, and Arbor SS Improvements
- Mountaineer Crossing
- Daniel Boone Condos Water Service Upfit

Projects under Review and/or Approved this quarter

- Alliance Bible Fellowship Slope Repair
- AT&T Shelter & Tower Site
- Bojangles
- Boone ABC Addition
- BREMCO Maintenance Building
- First Baptist Church Renovations
- Goodwill (Mountaineer Crossing Phase III)
- Griff Gilbert Upfit

Maps produced this quarter

- Highway 421 Area W&S
- State Farm & Deerfield Area W&S
- 492 West King Street W&S
- 302 Faculty Street W&S
- Clawson Street Area W&S
- Howard Street Area W&S



	1st 2013	2nd 2013	3rd 2013	4th 2013
Violations	0	1	12	1
Projects Inspected	1	2	3	3
Projects Reviewed	8	7	7	8
Maps Produced	3	16	11	6

DEPARTMENT OF PUBLIC UTILITIES
FOURTH QUARTER REPORT 2013
(October, November, December)

Water and Sewer Operations

During the fourth quarter of 2013, the Water and Sewer Operations Department continued to do normal maintenance on all water and sewer lines.

The following is a list that consists of the water leaks that were repaired during this quarter:

1. 10/11/13 ¾" Water leak at 208 Rogers Drive
2. 10/25/13 6" Water leak at 144 Spring Street
3. 10/29/13 ¾" Water leak at 256 West King Street
4. 10/29/13 2" Water leak at 171 Greenway Road
5. 10/31/13 6" Water leak at the Boone Golf Course
6. 11/15/13 2" Water leak at 1470 Blowing Rock Road
7. 11/19/13 ¾" Water leak at 160 West Grandview Heights
8. 11/26/13 8" Water leak on Faculty Street
9. 12/13/13 ¾" Water leak at 1012 State Farm Road
10. 12/31/13 ¾" Water at WWTP

The following is a list that consists of the new water taps that were made during this quarter:

1. 10/22/13 ¾" Water tap at 2237 Highway 105 South
2. 10/31/13 6" Water tap at 302 Faculty Street
3. 11/7/13 5 ¾" Water taps at 302 Faculty Street

The following is a list that consists of the replaced water services that were made during this quarter:

1. 10/1/13 Replaced line at 200 Misty Lane

The following water system apparatus were replaced/repaired during this quarter:

1. 10/2/13 Flushed hydrant on Charles Street
2. 10/3/13 Repaired hydrant 1512 West King Street
3. 10/4/13 Landscaped at 200 Misty Lane
4. 10/7/13 Flushed hydrant on Winkler's Creek Road
5. 10/8/13 Hauled gravel to stockyard
6. 10/10/13 Mowed around pump stations
7. 10/14/13 Flushed hydrant on Winkler's Creek Road
8. 10/15/13 Mowed around water tanks
9. 10/21/13 Hauled dirt out of stockyard
10. 10/22/13 Cleaned out valve boxes on Faculty Street
11. 10/10/12 Changed out meter at 1281 Fairway Drive
12. 10/22/13 Uncovered meters on University Drive
13. 10/22/13 Killed two 1" taps at 489 West King Street
14. 10/22/13 Located lines at Hardees on Blowing Rock Road and Highway 421
15. 10/22/13 Checked on water line that was hit by contractor at 220 Winkler's Creek Road
16. 10/25/13 Cleaned up service trucks
17. 10/28/13 Checked for leak at 1024 Meadowview Drive (it was on customer's side)
18. 10/28/13 Dug out and replaced valve box top on Faculty Street
19. 10/28/13 Cut asphalt and curb at 320 Faculty Street
20. 10/28/13 Flushed hydrant on Winkler's Creek Road
21. 10/29/13 Traffic control on Rivers Street and West King Street (for paving utility cuts)
22. 10/29/13 Killed ¾" tap at 489 West King Street
23. 10/30/13 Lowered water lines at 320 Faculty Street and rebuilt meter boxes
24. 10/30/13 Repaired hydrant on Highway 105 Extension that was hit by a car
25. 10/31/13 Lowered line at 334 Faculty Street
26. 10/31/13 Greased pumps in all pump stations
27. 11/1/13 Pumped water out of Dogwood pump station
28. 11/4/13 Turned off water at 214 Park Street (leak inside home)
29. 11/4/13 Flushed hydrant at 187 Dogwood Road
30. 11/4/13 Turned off water at Horn in The West for winter
31. 11/4/13 Rebuilt meter boxes at 334 Faculty Street
32. 11/4/13 Replaced pump at Dogwood pump station
33. 11/5/13 Flushed hydrant on Winkler's Creek Road
34. 11/5/13 Installed well cover at Fire Station # 3
35. 11/6/13 Located lines at 1017 State Farm Road
36. 11/6/13 Located lines on Boone Heights Drive and Pine Valley to Juniper Drive
37. 11/6/13 Located lines at Old High School Drive and Highway 105
38. 11/7/13 Located lines at 2067 Blowing Rock Road
39. 11/8/13 Took apart old water meters
40. 11/12/13 Checked for leak at 1470 Blowing Rock Road
41. 11/12/13 Helped replace curb at 302 Faculty Street
42. 11/14/13 Replaced valve box at 168 Hill Street
43. 11/15/13 Placed water cut off notices on Rogers Drive
44. 11/18/13 Flushed hydrant on Winkler's Creek Road
45. 11/19/13 Repaired hydrant at 322 Rogers Drive
46. 11/20/13 Checked for leak at 500 Poplar Grove Road (customers side)
47. 11/20/13 Raised meter box at 600 Grand Boulevard
48. 11/20/13 Changed out meter and meter box at 450 East King Street
49. 11/21/13 Hauled dirt out of stockyard
50. 11/25/13 Flushed hydrant on Winkler's Creek Road
51. 11/25/13 Installed re-setter and built meter box at 268 Appalachian Drive
52. 11/25/13 Located lines at 791 Highway 321
53. 11/26/13 Bench tested meter at 130 Keystone Drive
54. 12/2/13 Flushed hydrant on Winkler's Creek Road
55. 12/9/13 Flushed hydrant on Winkler's Creek Road
56. 12/11/13 Stocked cold patch at shop
57. 12/12/13 Tested meter at Watauga County jail.

58. 12/16/13 Flushed hydrant on Winkler's Creek Road
59. 12/17/13 Placed water cut off notices on Hillcrest Circle
60. 12/17/13 Checked for leak on Moretz Street
61. 12/19/13 Replaced hydrant at 750 Hillcrest Circle
62. 12/20/13 Killed tap at 1012 State Farm Road
63. 12/30/13 Flushed hydrant on Winkler's Creek Road
64. 12/31/13 Installed rip rap in ditch at Town Lake

The following list consists of sewer taps that were completed during this quarter:

1. 10/8/13 6" Sewer tap at 1855 Blowing Rock Road
2. 10/22/13 4" Sewer tap at 2237 Highway 105
3. 10/29/13 6" Sewer tap at 302 Faculty Street
4. 11/20/13 4" Sewer tap at 275 Daniel Boone Drive
5. 12/12/13 2-4" Sewer taps at 268 Howard Street
6. 12/13/13 4" Sewer tap beside 268 Howard Street
7. 12/20/13 6" Sewer tap at 220 Winkler's Creek Road

The following sewer mains were unstopped and or cleaned during this quarter:

1. 10/1/13 Cleaned 200' of 8" main at Stadium Drive
2. 10/8/13 Unstopped and cleaned 30'of 4" line at 231 West King Street (est. 1 gallon)
3. 10/9/13 Unstopped and cleaned 10' of 4" line at 214 Park Street
4. 10/10/13 Unstopped and cleaned 150' of 4" line at 175 Summit Street
5. 10/18/13 Cleaned 100' of 4" line at 199 Highway 105 Extension
6. 10/22/13 Unstopped and cleaned 10'of 4" line at 214 Park Street
7. 10/28/13 Unstopped and cleaned 300' of 4" line at 230 Ivy Drive
8. 10/29/13 Cleaned 150' of 8" main at 525 Rivers Street
9. 10/30/13 Unstopped and cleaned 75' of 4" line at 632 Queen Street
10. 10/30/13 Cleaned 100' of 8" main at 525 Rivers Street
11. 11/6/13 Unstopped and cleaned 50'of 4" line at 280 Pine Street
12. 11/12/13 Unstopped and cleaned 200'of 4" line at 289 Daniel Boone Drive
13. 11/12/13 Unstopped and cleaned 20' of 4" line at 224 Morningside Drive
14. 11/14/13 Cleaned 20' of 4" line at 501 Oak Street
15. 11/18/13 Unstopped and cleaned 200'of 4" line at 275 Daniel Boone Drive
16. 12/2/13 Unstopped and cleaned 60' of 4" line at 468 New Market Boulevard
17. 12/2/13 Unstopped and cleaned 125' of 4" line on Honeysuckle Lane
18. 12/3/13 Cleaned 2000' of 8" main from Council Street to Rivers Street
19. 12/16/13 Cleaned 20' of 4" line at 132 Pine Street
20. 12/16/13 Cleaned 50' of 4" line at 249 Moretz Street
21. 12/17/13 Unstopped and cleaned 80' of 4" line at 194 North Depot Street
22. 12/17/13 Unstopped and cleaned 20' of 4" line at 1012 State Farm Road
23. 12/23/13 Unstopped and cleaned 16' of 4" line at 676 Poplar Grove Road
24. 12/27/13 Cleaned 50' of 6" main at 139 Hawthorne Lane
25. 12/30/13 Unstopped and cleaned 75'of 4" line on Trillium Ridge
26. 12/30/13 Unstopped and cleaned 400' of 6" main on Trillium Ridge

The following sewer system apparatus were replaced/repaired during this quarter:

1. 10/1/13 Repaired 8" main at Stadium Drive
2. 10/4/13 Smoke tested on West Brook, East Brook and Hunting Road
3. 10/8/13 Laid 100' of 6" line at 1855 Blowing Rock Road (for tap)
4. 10/9/13 Installed clean out at 255 Queen Street and repaired line
5. 10/10/13 Mowed around pump stations
6. 10/14/13 Dug out air line at WWTP
7. 10/15/13 Mud down manhole rims on Greenway Trail
8. 10/16/13 Pumped grease out of pump stations
9. 10/16/13 Dug out air line at WWTP
10. 10/17/13 Checked all creek crossings
11. 10/18/13 Hauled dirt out of stockyard
12. 10/18/13 Took generator to all pump stations

13. 10/18/13 Landscaped at 1855 Blowing Rock Road
14. 10/21/13 Lowered manhole rim on Rivers Street (for ASU)
15. 10/30/13 Replaced 6' of 4" line at 632 Queen Street
16. 11/1/13 Loaded pipe for return at WWTP
17. 11/4/13 Checked alarm at Mack Brown pump station
18. 11/4/13 Checked clean out at 462 Trillium Ridge
19. 11/7/13 Checked alarm at Mack Brown pump station
20. 11/7/13 Checked on sewer back up at 110 Pinnacle Drive
21. 11/13/13 Checked alarm at Dewey Wright pump station
22. 11/13/13 Checked clean out on Trillium Ridge
23. 11/14/13 Replaced 20'of 4" line at 501 Oak Street
24. 11/18/13 Checked alarm at Mack Brown pump station
25. 11/18/13 Checked alarm at Industrial Park pump station
26. 11/18/13 Dug out around air line at WWTP
27. 11/19/13 Repaired 4" line at the end of Moretz Street
28. 11/19/13 Checked alarm at GDS pump station
29. 11/19/13 Dug out around air line at WWTP
30. 11/20/13 Dug out around air line at WWTP
31. 11/21/13 Dug out around air line at WWTP
32. 11/22/13 Installed clean out at end of Moretz Street
33. 11/22/13 Dug out around air line at WWTP
34. 11/22/13 Checked clean out at 462 Trillium Ridge
35. 12/3/13 Dug out around air line at WWTP
36. 12/3/13 Smoke tested sewer line on Blueridge Avenue
37. 12/5/13 Smoke tested sewer line on Farthing Street
38. 12/9/13 Repaired wench at Industrial Park pump station
39. 12/10/13 Removed concrete at 268 Howard Street for sewer line replacement
40. 12/11/13 Smoke tested sewer line on Cherry Brook Lane
41. 12/11/13 Replaced 60' of 6" line at 268 Howard Street
42. 12/12/13 Replaced 20' of 6" line at 268 Howard Street
43. 12/16/13 Took generator to all pump stations
44. 12/16/13 Checked for sewer back up at 155 Jordan Drive
45. 12/17/13 Checked for sewer back up at 589 West King Street
46. 12/18/13 Spotted 4" line on Eastview Drive (for guard rail)
47. 12/18/13 Replaced 6' of 4" line at 194 North Depot Street
48. 12/19/13 Hauled gravel to stockyard

The following sewer mains were CCTV inspected during this quarter

1. 10/1/13 85' of 8" main at Stadium Drive
2. 10/3/13 235' of 8" main at Stadium Drive
3. 10/3/13 75' of 8" main at 488 Queen Street
4. 10/3/13 75'of 6" main at 488 Queen Street
5. 10/3/13 30' of 15" main at 488 Queen Street
6. 10/3/13 127' of 6" main at 175 Maple Ridge Drive
7. 10/9/13 19' of 4" line at 1760 Blowing Rock Road
8. 10/11/13 28' of 4" line at 219 Daniel Boone Drive Extension
9. 10/15/13 120' of 6" main at 268 Howard Street
10. 10/29/13 140' of 8" main at 181 South Depot Street
11. 10/30/13 25' of 8" main at 525 Rivers Street
12. 11/14/13 5' of 4" line at 501 Oak Street
13. 11/22/13 50' of 4" line at end of Moretz Street
14. 12/17/13 10' of 4" line at 194 North Depot Street
15. 12/20/13 250' of 6" main at 241 Shadowline Road
16. 12/27/13 17' of 8" main on Rivers Street
17. 12/27/13 175' of 6" main at 287 Howard Street

The Water and Sewer Maintenance Division installed 25 new meters, changed out 24 meters and pulled 6 meters.

The Water and Sewer Maintenance Division Bench tested 3 meters.

The Water and Sewer Division mowed an est. 0 miles right of ways this quarter.

Wastewater Treatment Plant
2013 Fourth Quarter Report

Personnel and Training

1. Dale Holman received his grade 3 wastewater certification.
2. Nathan Hayes completed his probationary status, and achieved permanent status.
3. Karen attended Pretreatment seminar.
4. Operators attended CEU classes in Boone.

Influent Treatment

1. Process Control: The plant is operating at a solids retention time of 12 days with system solids ranging from 65,000-80,000 pounds. MLSS is maintained at 3000-3500 ppm.

2. Selected discharge monitoring data is given below:

	2012			2013		
	Oct	Nov	Dec	Oct	Nov	Dec
Average Flow (	2.31	2.09	1.99	2.30	2.19	2.19
BOD (mg/L)	<2	<2	<2	<2	<2	<2
TSS (mg/L)	<1	<1	<1	<1	<1	<1
Ammonia Nitrogen (mg/L)	<.01	<0.1	<0.1	<0.1	<0.1	<0.1
Chronic Toxicity		Passed			Passed	
Metals		None			None	

Solids Handling/Air Quality

1. Production for the quarter was 65 tons. Distribution was 100 tons. The storage area is now at about 25% of capacity.

Maintenance

Some of the significant maintenance activities included:

1. Installed 2 bearings on belt press.
2. Repaired water leak in lime tower.
3. Replaced festoons on grit bridge.
4. Installed new transducer at influent pump station.
5. Performed annual PM on equipment around plant.
6. Repacked tail end of grit classifier.

Laboratory

1. Renewed annual laboratory certification
2. New River samples analyzed
3. Evaluating cost on laboratories to see if we can reduce costs.

Pretreatment

1. Quarterly sample at Goodnight Brothers.
2. Non-Compliant follow-up inspection at Bubbles carwash
3. Robert Bosch Tool Corporation groundwater remedial site inspection.
4. Issued 8 NOV's to Hospitality Mints (Ph Violation, reporting violations, permit condition violation)
5. Winkler Knives permit application received and will be regulated as a "non-significant categorical industrial user.
   FOG Program
   a. Conducted second half of education events required for 2013
   b. Delivering new FOGPP packets at annual inspections.

WATER TREATMENT PLANT
FOURTH QUARTER REPORT 2013
(October, November, December)

The Water Treatment Plant operated in a normal fashion during the 92 days of the fourth quarter of 2013. The plant was operated every day with an average of 12.804 hours per day, and a total of 1178 hours during this quarter. Total production of drinking water was 129.321 million gallons with an average of 1.406 million gallons of water each day. This water met or exceeded all Federal and State standards for drinking water.

Day to day operations were routine throughout the quarter.

The following information compares the fourth quarter of 2012 with the fourth quarter of 2013:

	Fourth Quarter 2012	**Fourth Quarter 2013**
Total Water Treated	129.622 million gallons	**129.321 million gallons**
Ave. Treated Water	1.409 million gallons	**1.406 million gallons**
Total Hrs. of Operation	1197.0 hours	**1178.0 hours**
Ave. Hour per Day	13.011hrs/day	**12.804 hrs./day**

Every Drop Counts Water Conservation Program
Fourth Quarter Report

WaterSense® Toilet Rebate Program

During the Fourth Quarter of 2013 the WaterSense Toilet Rebate Program received 8 applications. Of those 7 were single family applications, 0 were multi-family applications and 1 was a commercial applications. In total 11 toilets were replaced.

Enviroscape

On Tuesday October 15, 2013 Lane Weiss Water Conservation Program Coordinator presented Mrs. Darcy's Applied Science class with the Storm Water Pollution and Prevention Enviroscape as well as a short presentation on Water Conservation. The students also received a variety of promotional items to help with water conservation.

Operation Medicine Cabinet

During this quarter the Water Conservation Program Coordinator worked along with local and state law enforcement, the Watauga River Keeper, Watauga Cooperative Extension Staff and a variety of other community members to coordinate the fall Operation Medicine Cabinet Event. The goal of Operation Medicine Cabinet is to take back any unused or expired pharmaceuticals to prevent them from entering our water systems and/or children's hands. During the October take back, Operation Medicine Cabinet reached the goal of collecting, to date, over 1 million pills!

Fun in the Park

This quarter the "Every Drops Counts" Program participated in the 7th Annual "Fun in the Park Day" on October 12th at the Boone Jaycees Park. The event was co-sponsored by the Towns Recycling, Adopt a Street and Water Conservation Program coordinators. The event was an educational outreach opportunity that encouraged children and their families to be good stewards of our community by conserving water, recycling and keeping our community litter free. The Children's Council also participated by having a recycled crafts table, a free book give-away, and many fun games and activities for the children. Each family had the opportunity to learn about being a good steward of our community through informational tables and various give away items. Numerous door prizes were given away including a "green kit", a compost bin, and indoor/outdoor conservation kits. There were also three giant bounce houses and slides, free reusable grocery totes, balloons, paint sheets, stickers and a free t-shirt or water bottle for the first 50 children. The event was a big success, attracting roughly 200 people from 10am until 2pm.

QUARTERLY REPORT
PUBLIC WORKS DEPARTMENT
OCTOBER – DECEMBER, 2013

STREET –

- 266 man hours of snow removal work using 143 tons of salt, 2000 gallons of salt brine and 35 tons of slag
- 240 man hours of equipment preparation of snow removal and cleaning after storms
- 565 man hours of asphalt patching work using 232 tons of asphalt
- 101 man hours patching utility cuts using 15 tons of asphalt
- 395 man hours of storm drainage work including cleaning catch basins, pipes, ditch lines and repaired 4 catch basins
- Installed 250 feet of new guardrail
- 204 man hours of grading work around Fire Station 3
- 225 man hours of pavement marking and line painting work
- 313 man hours repairing 95 streetlights and 11 snowflake decorations downtown
- 620 man hours making and installing 110 various signs, switching banners downtown and parking meter maintenance work

FACILITIES MAINTENANCE –

- 325 man hours of residential brush pick up
- 162 man hours of residential junk pick up
- 746 man hours of residential leaf route
- 94 man hours finishing long arm mowing route
- 64 man hours of street sweeping downtown area 3 days a week
- 45 man hours blowing down sidewalks downtown 3 days a week
- 440 man hours of trash pick up 7 days a week downtown and other problems areas as needed
- 10 man hours final mowing of curbing
- 43 man hours of weed eating
- 174 man hours of tree work
- 142 man hours of snow removal
- 29 man hours of storm drain maintenance
- 51 man hours of vehicle and equipment washing
- 86 man hours of equipment maintenance
- 14 man hours of assisting with concrete crew

PUBLIC FACILITIES –

- Repaired section of sidewalk along King St near Jewish Temple
- Installed split rail fence at Post Office
- Painted Council Chambers and Foyer
- Painted Police Department offices and hallway
- New construction at Fire Station #3 including block work, electrical, concrete, sheetrock, painting, and finish carpentry
- Repaired planter at Public Works building
- Winterized buildings at Horn in the West
- Built Christmas float for parade
- Performed basic facilities maintenance as requested (carpentry, plumbing, electrical)
- Performed radio maintenance
- Assisted with network and security maintenance

COMMUNITY APPEARANCE-

- Planned, supervised and participated in the maintenance of grounds, park comfort stations and other town properties including Daniel Boone Gardens, Greenway Trail System, Cemetery, Jones House, Junaluska Park, North Street Park, Jaycees Park, Rivers Park, Daniel Boone Monument, Strawberry Hill Arboretum, Clawson / Burnley Park, Jimmy Smith Park, and 50 beautification areas including highway medians and entrance ways
- Assisted with Flowerbed Program
- Assisted with Christmas Parade
- Planned, supervised and participated in town's forestry program which includes keeping an annual work plan, tree planting, pruning and brush removal, management of forestry budget, maintaining Tree City USA certification requirements
- Maintained work records, prepared bills and ordered stock
- Worked Performed
    - Administrative 129 hours
    - Christmas Decorations 253 hours
    - Equipment Maintenance 8 hours
    - Flowerbed Maintenance 172 hours
    - Mowing / Weed Eating 155 hours
    - Snow Removal 74 hours
    - Special Projects 225 hours
    - Trash Pick Up / Patrol 316 hours

FLEET MAINTENANCE –

- Service and maintenance of all Town vehicles and equipment as needed
- Replaced brakes on Do-Alls and other vehicles
- Repaired Do-Alls transfer cases
- Replaced air and brake valves on Do-Alls
- Changed tires on Town vehicles and equipment
- Replaced starters, batteries, alternators, wheel bearings, Hyd hoses, fuel sending units and U-joints
- Welded and repaired equipment and snow blades

- Repaired and wired lights on various equipment
- Installed chains on Do-Alls

COMMUNITY IMPROVEMENT-

Five (5) reports pertaining to litter and debris accumulation, vehicle violations as well as noxious growth were handled by phone and /or written notice. All of the complaints reported were closed with corrective action met.

ADOPT-A-FLOWERBED PROGRAM-

Thank you to Miranda Schooley and Blue Mountain Center who adopted the butterfly garden at the Greenway Trail Loop Entrance on October 15th. We are looking forward to seeing it flourish.

Flowerbed #1 located on Hwy 105 Extension and Realty Row is available for adoption. Community Service workers have been fostering the flowerbed while an adopter is sought.

We are accepting divided perennials for town flowerbeds from our town residents that are kind to share with the town offsetting budgetary needs.

ADOPT-A-STREET PROGRAM-

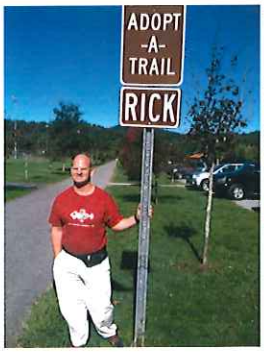
Seventy-six (76) organizations/individuals are participating in the Adopt-A-Street Program this quarter adopting 118 streets (37.34 miles) within the town limits of Boone. These fine individuals cleared 36 bags, a collection weighing approximately 450 pounds, of trash and recycling from our town streets.

We are also proud to announce the following organizations that have joined the Adopt-A-Street Program this quarter:

- ASU Club of Environmental Sciences ~ Linney Street
- ASU Club Sports ~ Queen Street (Grand Blvd to N. Water Street)
- Chi Omega Pi Kappa Chapter ~ Grove Street and Cherokee Street
- The White Family in memory of E. Russell White ~ Faculty Street
- Kappa Alpha Psi ~ Wood Circle
- Net Impact ~ Hillside Drive and Windy Drive
- The Darcy Family ~ Market Hills Drive
- Walkers Fellows ~ Whitener Drive

- Special recognition is extended to RICK who adopted the Greenway Trail from the Waste Water Treatment Plant to Hunting Hills Lane on October 3, 2013. Rick is with Watauga Opportunities, Inc and along with staff member Robert Darcy clean litter EVERY MONDAY as a community service project. Not only do they clean this section

but have branched out and cleared litter from the entire Greenway Trail. Thank you RICK and Robert for all you do for Boone!!!



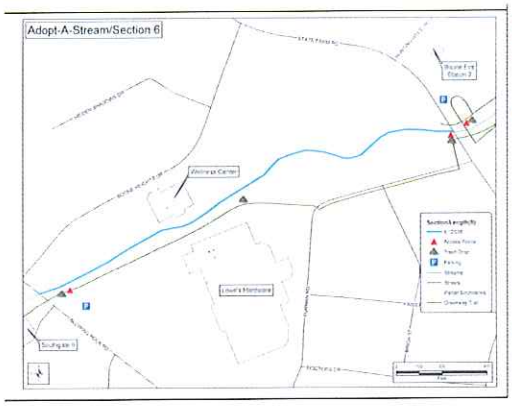
The following streets are available for adoption:

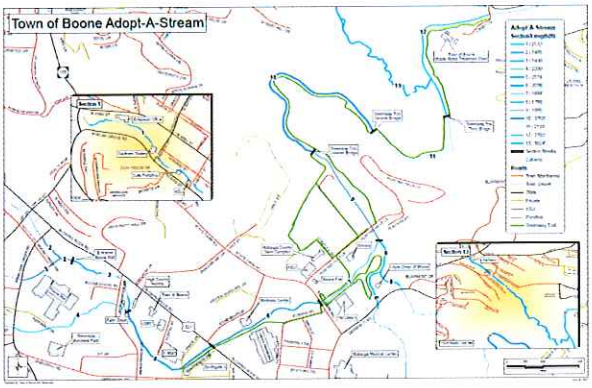
	STREET	LENGTH(FEET)	LENGTH(MILES)
1	CASTLE HEIGHTS	445	0.08
2	CHESTNUT DR	1360	0.26
3	DOCTORS DR	823	0.16
4	FARTHING ST	1650	0.31
5	FURMAN RD	1843	0.35
6	HIGH SCHOOL DR**	1702	0.32
7	INDUSTRIAL PARK DR**** Country Inn	1873	0.36
8	MAC ST* Delta Tau Delta	280	0.05
9	TEMPLE DR**	656	0.12
10	TRACY CIR* Delta Tau Delta	3402	0.64
	TOTAL	14,034	2.65

TENTATIVELY ADOPTED*
NOT AVAILABLE AT THIS TIME**

ADOPT-A-STREAM PROGRAM–

Ten (10) of the thirteen (13) Adopt-A-Stream segments are adopted this quarter. Thank you to Miranda Schooley and Blue Mountain Center for adopting Stream Section #6 that runs from Blowing Rock Road to State Farm Road behind Burger King and the Wellness Center. We are currently seeking adoptive "parents" for Stream Sections #2, #7 and #13.





Thank you to all who have committed to helping Boone maintain a clean stream environment.

COMMUNITY SERVICE PROGRAM-

During the 4th quarter, community service workers performed a total of 59 hours of litter pick up and other services within the Town. Approximately 6 bags of litter and recycling were collected from Town streets.

RECYCLING –

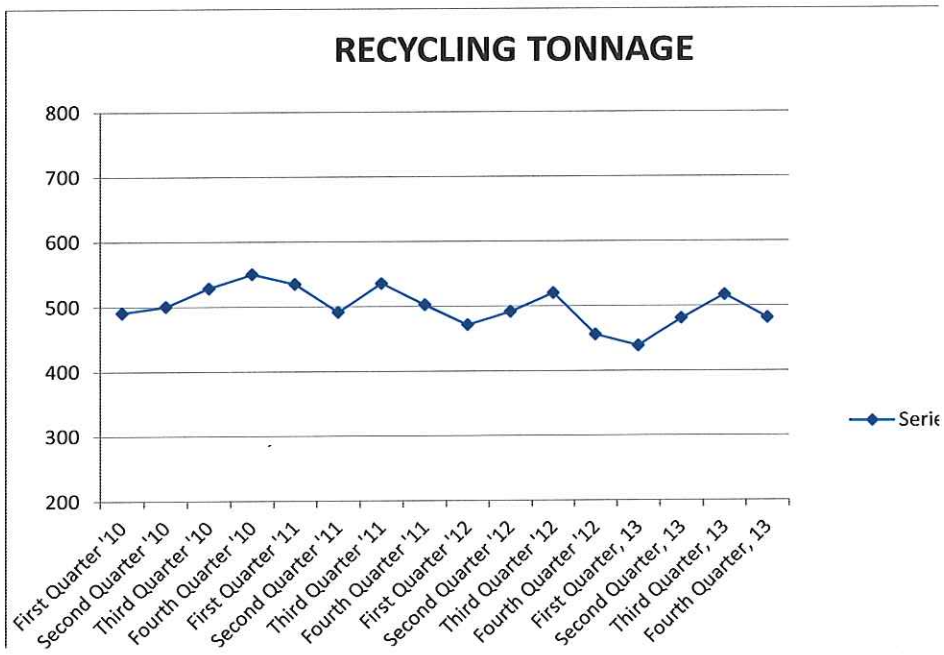
TONNAGE	FISCAL YR. 2ND QTR.	FISCAL YR. TOTAL
Aluminum/steel cans:	16.15	31.14
Plastic:	19.04	40.72
Office Ledger:	17.69	28.10
Newspaper/magazines/ catalogs/telephone directories:	57.95	128.75
Glass:	136.61	305.41
OCC:	234.17	464.77
TOTAL	**481.61**	**998.89**

Participation – Fiscal Yr. 2ND Quarter:

Residential curbside: 65 %
Apartment Complex: 58
Businesses/Offices: 414
Recycling Bins: 72 (distributed this quarter)
Restaurants: 41
Business OCC route: 73
Home compost bins: 537(total)

Boone Recycling Center Tonnage (included in above totals)

	FISCAL YR 2nd QTR	FISCAL YR TOTAL
Aluminum/Steel Cans:	3.53	7.23
Plastic:	3.43	7.60
Mixed Paper:	15.51	32.42
Glass:	19.66	40.13
Cardboard (OCC):	7.28	14.56
TOTAL	**49.41**	**101.94**



EVENTS AND PROMOTIONALS:

- **Fun in the Park-**
  The Adopt-A-Street/Stream/Flowerbed Program Coordinator participated in the 7th annual Fun in the Park Day along with the Water Conservation and Recycling Coordinators on October 12, 2013. This event is structured to educate families about the Town of Boone's water conservation, recycling and adoption programs and extend encouragement for community involvement. Looking forward to Fun in the Park 2014!!!

- **Jones House's Halloween BOO Event-**
  On October 15th the Recycling Program donated promotional items (500 pencils) to distribute in children Boo bags.

- **Household Hazardous Waste Day-**
  Held on October 19th, five Town Public Works employees assisted Watauga County Sanitation with the event. The Town collected 55 pounds of dry cell batteries, 81 fluorescent tube bulbs and 30 CFL's.

- **America Recycles Day –**
  Held on November 15th, the Recycling Coordinator did a piece in the High Country Press sharing tips for a successful recycling stewardship.