



Access for the Electronic Meeting

Via phone: 1-646-558-8656

Via web:

<https://zoom.us/j/91631126520?pwd=Y1VO MVJ3aFpWNG0vT1JkZTNlNFh5UT09>

Via Zoom App:

Meeting ID: 916 3112 6520

Password: 130960

June 28, 2021

Stallings Town Hall
315 Stallings Road
Stallings, NC 28104
704-821-8557

www.stallingsnc.org

Town Council Agenda

	Time	Item	Presenter	Action Requested/Next Step
	7:00 p.m.	Invocation Pledge of Allegiance Call the Meeting to Order	Wyatt Dunn, Mayor	NA
	7:05 p.m.	Public Comment	Wyatt Dunn, Mayor	NA
1.	7:40 p.m.	Agenda Approval	Wyatt Dunn, Mayor	Approve agenda as written. <i>(ADD, IF APPLICABLE: with changes as described by Mayor Dunn)</i> Motion: I make the motion to: 1) Approve the Agenda as presented; or 2) Approve the Agenda with the following changes: _____.
2.	7:45 p.m.	TX21.04.02 <i>Request to amend Article 12.3-9 of the Stallings Development Ordinance amending language defining commercial Vehicles as having two or more axles; and the addition of a definition of Commercial Vehicle to Article 3.</i> A. Open Public Hearing B. Information from Staff C. Public Hearing D. Close Public Hearing	Lynne Hair, Town Planner	Information and public hearing
3.	8:00 p.m.	TX21.06.06 <i>Proposed text amendment to Article 17, Table 17.1 of the Stallings Development Ordinance to provide standards for residential pole signs.</i> A. Open Public Hearing B. Information from Staff C. Public Hearing D. Close Public Hearing	Lynne Hair, Town Planner	Information and public hearing
4.	8:15 p.m.	TX21.06.01 General Statute 160D <i>Proposed Text Amendment to amend Land Development Code in accordance with General Statute 160D. Chapter 160D consolidates existing city and county planning and development regulation statutes into a single, unified chapter and does not make major policy changes or shifts in the scope of authority granted to local governments.</i> A. Information from Staff B. Council Vote	Lynne Hair, Town Planner	Approve (Deny) request.

5.	8:25 p.m.	Finance Items: A. Fund Balance Policy Change B. Capital Budget Ordinance Amendment C. FY2021-22 Budget Ordinance Adoption D. Fee Schedule Adoption E. CMIP Adoption	Marsha Gross, Finance Officer	Adopt policy changes and ordinances.
6.	8:40 p.m.	Stallings Fest	Ashley Platts, Parks and Recreation Director	Information and possible action
7.	8:55 p.m.	Bypass Landscaping	Jeff Lackey, NCDOT	Information and possible action
8.	9:05 p.m.	Potter and Pleasant Plans Intersection – NCDOT Supplemental Agreement & How To Move Forward.	Alex Sewell, Town Manager	Information and possible action
9.	9:35 p.m.	Police Department Retirement Sidearms Consideration	Dennis Franks, Police Chief	Approve (Deny) request
10.	9:40 p.m.	Ordinance Adopting Supplement 11 of the Code of Ordinances	Erinn Nichols, Asst. Town Manager	Adopt ordinance
11.	9:45 p.m.	Adjournment	Wyatt Dunn, Mayor	Motion to adjourn



MEMO

To: Town Council
From: Lynne Hair, Planning Director
Date: June 21, 2021
RE: TX21.04.02 – Requested text amendment to Development Ordinance Article 12.3-9
Parking of Commercial Vehicles

Background: Due to the Town receiving complaints about commercial vehicles parking on residential streets, staff prepared language that would allow staff to address this issue and presented it to the Planning Board on April 20, 2021. At this meeting, the Board reviewed the ordinance changes requested by Code Enforcement regarding Commercial Vehicles parking on the street and in the required front yard setback.

At that time, the request was tabled, and Code Enforcement and Planning were sent back with some homework to reword the request and present the change at the next meeting scheduled for May 18, 2021.

The following language was approved by the Planning Board on May 18, 2021:

Staff is recommending the following changes to Article 12.3-9 as follows:

12.3-9 Parking of Commercial Vehicles. **Class 1 and 2** Vehicles used primarily for commercial purposes and with **two or more** ~~than two~~ axles are prohibited from parking on streets, ~~or within the required front yard setback on private property in single-~~family residential districts (SFR-1, SFR-2, or SFR-3) ~~except in the rear yard of the primary structure.~~ This shall not be construed as preventing the temporary parking of delivery trucks, moving vans, service vehicles, and similar vehicles which deliver goods or services. **Vehicles in Class 3 through 8 are prohibited from parking on streets and driveways.**

Staff would also recommend a definition of Commercial Vehicle be added to Article 3 as follows:

Commercial vehicle means a motor vehicle constructed for the conveyance of goods or merchandise, or for the conveyance of materials used in any trade, business, industry or work whatsoever, other than a motor vehicle for the conveyance of passengers and includes any motor vehicle that is designed primarily for the carriage of persons, but which has been fitted or adapted for the conveyance of the goods, merchandise or materials referred to, and is in fact used for that purpose.



TX21.04.02

AN ORDINANCE AMENDING THE “STALLINGS DEVELOPMENT ORDINANCE”
OF THE TOWN OF STALLINGS, NORTH CAROLINA

WHEREAS, on February 26, 2018 the Town Council adopted the new Stallings Development Ordinance; and,

WHEREAS, the defining and regulating the ability of commercial vehicles to park on public streets is consistent with the 2017 Comprehensive Land Use Plans; and,

WHEREAS, no adverse effects to the public safety, health or welfare were identified as a result of the issuance of defining and regulating the parking of commercial vehicles on public streets through requirements established by Stallings Development Articles 3 and 12.3-9; and,

THEREFORE, THE TOWN COUNCIL OF THE TOWN OF STALLINGS DO ORDAIN AMENDING THE STALLINGS DEVELOPMENT ORDINANCE AS FOLLOWS:

12.3-9 Parking of Commercial Vehicles. **Class 1 and 2** Vehicles used primarily for commercial purposes and with **two or more than two** axles are prohibited from parking on streets, ~~or within the required front yard setback on private property in single-family residential districts (SFR-1, SFR-2, or SFR-3) except in the rear yard of the primary structure.~~ This shall not be construed as preventing the temporary parking of delivery trucks, moving vans, service vehicles, and similar vehicles which deliver goods or services. **Vehicles in Class 3 through 8 are prohibited from parking on streets and driveways.**

Add adding the following definition to Article 3 as follows:

Commercial vehicle means a motor vehicle constructed for the conveyance of goods or merchandise, or for the conveyance of materials used in any trade, business, industry or work whatsoever, other than a motor vehicle for the conveyance of passengers and includes any motor vehicle that is designed primarily for the carriage of persons, but which has been fitted or adapted for the conveyance of the goods, merchandise or materials referred to, and is in fact used for that purpose.

This ordinance shall be effective immediately upon its adoption.

ADOPTED this the ___th day of _____, 2021.

Wyatt Dunn
Mayor

Erinn Nichols
Town Clerk



Statement of Consistency and Reasonableness

(As per NC General Statute 160D-605)

Prior to adopting or rejecting any zoning amendment, the governing body shall adopt a statement describing whether its action is consistent with an adopted comprehensive plan and explaining why the board considers the action taken to be reasonable and in the public interest. The planning board shall advise and comment on whether the proposed amendment is consistent with any comprehensive plan that has been adopted and any other officially adopted plan that is applicable. The planning board shall provide a written recommendation to the governing body that addresses plan consistency and other matters as deemed appropriate by the planning board, but a comment by the planning board that a proposed amendment is inconsistent with the comprehensive plan shall not preclude consideration or approval of the proposed amendment by the governing body.

TEXT AMENDMENT: **TX21.04.02**

REQUEST: Request text amendment to Development Ordinance Article 12.3-9 Parking of Commercial Vehicles.

STATEMENT OF CONSISTENCY AND REASONABLENESS:

The **Stallings Town Council** hereby finds that the proposed text amendments are consistent with the 2017 Stallings Comprehensive Land Use Plan adopted November 27, 2017 based on consistency with goals and objectives set forth in the document promoting orderly and consistent development. At their **June 28, 2021** meeting the **Stallings Town Council** voted to recommend **APPROVAL** of the proposed amendment and stated that the **Town Council** finds and determines that the text amendments are consistent with the key guiding principles, goals, and objectives of the Comprehensive Land Use Plan and hereby recommends its approval.

The statement and motion was seconded and passed _____.

Wyatt Dunn, Mayor

Erinn Nichols, Town Clerk



MEMO



To: Town Council
 From: Matthew West, Planning Technician
 Date: June 21, 2021
 RE: TX21.06.06 - Town of Stallings Unified Development Ordinance – Article 17

Background:

There are no standards for Residential Pole Signs. This update adds Residential Pole Signs to Table 17-1. Non-residential Pole sign area is also updated to provide better proportions:

1. Article 17, Table 17-1:

CHANGES:

Sign Type	Sign Copy Area (sq. ft.)	Max. Sign Height (feet)	Sign Illumination	Min. Letter Size	Max. Number	Min. Setback from Property Line(s)	Other Requirements	
Permanent Freestanding Signs – General and Special Purpose								
Non-residential Pole		15	10	Ambient External Internal	6"	One per street frontage providing access to the site	4 feet	Pole signs shall comply with the design requirements of section 17.7-3
Residential Pole		12	8	Ambient External Internal		One per street frontage providing access to the site	0 feet*	Pole signs shall comply with the design requirements of section 17.7-3

*May encroach into adjoining street right-of-way in the Town Center (TC) and Mixed Use (MU) Districts pursuant to an encroachment agreement subject to the provisions of Sections 17.5(G) and 17.7-1(I) of this Article.



TX21.06.06

AN ORDINANCE AMENDING THE “STALLINGS DEVELOPMENT ORDINANCE”
OF THE TOWN OF STALLINGS, NORTH CAROLINA

WHEREAS, on February 26, 2018 the Town Council adopted the new Stallings Development Ordinance; and,

WHEREAS approval of the requested text amendment revising Article 17, Table 17-1 to add Residential Pole Signs; and,

THEREFORE, THE TOWN COUNCIL OF THE TOWN OF STALLINGS DO
HEREBY ORDAIN THE APPROVAL OF THE REQUESTED AMENDMENT
TX21.06.02 AMENDING ARTICLE 17, TABLE 17.1, OF THE TOWN OF
STALLINGS UNIFIED DEVELOPMENT ORDINANCE.

This ordinance shall be effective immediately upon its adoption.

ADOPTED this the _th day of _____, 2021.

Wyatt Dunn
Mayor

Erinn Nichols
Town Clerk



Statement of Consistency and Reasonableness

(As per NC General Statute 160D-605)

Prior to adopting or rejecting any zoning amendment, the governing body shall adopt a statement describing whether its action is consistent with an adopted comprehensive plan and explaining why the board considers the action taken to be reasonable and in the public interest. The planning board shall advise and comment on whether the proposed amendment is consistent with any comprehensive plan that has been adopted and any other officially adopted plan that is applicable. The planning board shall provide a written recommendation to the governing body that addresses plan consistency and other matters as deemed appropriate by the planning board, but a comment by the planning board that a proposed amendment is inconsistent with the comprehensive plan shall not preclude consideration or approval of the proposed amendment by the governing body.

ZONING AMENDMENT: TX21.06.06

REQUEST: Amend Article 17, Table 17.1 of the Town of Stallings Unified Development Ordinance.

STATEMENT OF CONSISTENCY AND REASONABLENESS:

The **Stallings Town Council** hereby finds that the proposed **text amendment** is consistent with the 2017 Stallings Comprehensive Land Use Plan adopted November 27, 2017 based on consistency with goals and objectives set forth in the document of promoting quality development. At their **June 28, 2021** meeting the **Stallings Town Council** voted to recommend **APPROVAL/DENIAL** of the proposed amendment and stated that the **Town Council** finds and determines that the **text amendment** is consistent with the key guiding principles, goals, and objectives of the Comprehensive Land Use Plan and hereby recommends its approval.

The statement and motion was seconded and passed _____.

Wyatt Dunn, Mayor

Erinn Nichols, Town Clerk



TX21.06.01

AN ORDINANCE AMENDING THE “STALLINGS DEVELOPMENT ORDINANCE”
OF THE TOWN OF STALLINGS, NORTH CAROLINA

WHEREAS, on February 26, 2018 the Town Council adopted the new Stallings Development Ordinance; and,

WHEREAS, in July of 2019, the Governor signed into law a new Chapter 160D of the North Carolina General Statutes; and,

WHEREAS, 160D is the first major recodification and modernization of municipal and county development regulations since 1905; and,

WHEREAS, the result is a single, reorganized chapter of the General Statutes that consolidates all the municipal land use regulations from Chapter 160A and the county land use regulations from Chapter 153A into one chapter; and,

WHEREAS, as a result of the adoption of Chapter 160D every local government in North Carolina, including the Town of Stallings, will need to update their land use regulations to comply with Chapter 160D changes.

THEREFORE, THE TOWN COUNCIL OF THE TOWN OF STALLINGS DO ORDAIN AMENDING THE STALLINGS DEVELOPMENT ORDINANCE TO BRING IT INTO COMPLAINE WITH ALL NEW 160D REGULATIONS AS ADOPTED BY THE STATE OF NORTH CAORLINA.

This ordinance shall be effective immediately upon its adoption.

ADOPTED this the _th day of _____, 2021.

Wyatt Dunn
Mayor

Erinn Nichols
Town Clerk



Statement of Consistency and Reasonableness

(As per NC General Statute 160D-605)

Prior to adopting or rejecting any zoning amendment, the governing body shall adopt a statement describing whether its action is consistent with an adopted comprehensive plan and explaining why the board considers the action taken to be reasonable and in the public interest. The planning board shall advise and comment on whether the proposed amendment is consistent with any comprehensive plan that has been adopted and any other officially adopted plan that is applicable. The planning board shall provide a written recommendation to the governing body that addresses plan consistency and other matters as deemed appropriate by the planning board, but a comment by the planning board that a proposed amendment is inconsistent with the comprehensive plan shall not preclude consideration or approval of the proposed amendment by the governing body.

TEXT AMENDMENT: **TX21.06.01**

REQUEST: Proposed Text Amendment to amend Land Development Code in accordance with General Statute 160D. Chapter 160D consolidates existing city and county planning and development regulation statutes into a single, unified chapter and does not make major policy changes or shifts in the scope of authority granted to local governments.

STATEMENT OF CONSISTENCY AND REASONABLENESS:

The **Stallings Town Council** hereby finds that the proposed text amendments are consistent with the 2017 Stallings Comprehensive Land Use Plan adopted November 27, 2017 based on consistency with goals and objectives set forth in the document promoting orderly and consistent development. At their **June 28, 2021** meeting the **Stallings Town Council** voted to recommend **APPROVAL** of the proposed amendment and stated that the **Town Council** finds and determines that the text amendments are consistent with the key guiding principles, goals, and objectives of the Comprehensive Land Use Plan and hereby recommends its approval.

The statement and motion was seconded and passed _____.

Wyatt Dunn, Mayor

Erinn Nichols, Town Clerk



MEMO

To: Mayor Dunn and Stallings Town Council
 Via: Alex Sewell, Town Manager
 From: Marsha Gross, Finance Officer
 Date: 6/22/2021
 RE: **Minimum Fund Balance Percentage**

At the budget meeting held on 6-8-2021, Council requested that the fund balance policy for the General Fund Minimum Fund Balance change from the 30% of current year expenditures to 20%. By reducing this requirement, this would add an additional 10% to unassigned fund balance for future use on capital or other expenditures that Council deem necessary.

Below is a summary of how this change would have affected fund balance at the end of FY2021. Since this fiscal year has not ended and the budget has not been adopted, we are looking at last year's balances to see the change.

	Balance as of 6/30/2021 with 30% Minimum Fund Balance	Balance as of 6/30/2021 with 30% Minimum Fund Balance	\$ Change
FUND BALANCES			
Restricted			
Stabilization by State Statute	401,137	401,137	-
Streets - Powell Bill	291,514	291,514	-
Drug Forfeiture	53,262	53,262	-
Committed			
Parks and Recreation	374,474	374,474	-
Capital Projects Fund	1,193,280	1,193,280	-
Assigned			
Subsequent year expenditures	2,091,800	2,091,800	-
Minimum fund balance requirement	2,189,160	1,459,440	(729,720)
Unassigned	4,138,319	4,868,039	729,720
Total fund balances	10,732,946	10,732,946	-

As shown above, Minimum fund balance requirement decrease \$729,720 and Unassigned fund balance increase the same amount. There is no change to total fund balance, just a shift from minimum to unassigned.

At the upcoming Council meeting, there needs to be a resolution in order change the percentage from 30% to 20%. If the intention is to move the funds for this coming fiscal year, we will want to make the change effective for the June 30, 2021 financial statements so that the minimum fund balance will be at the reduced percentage at this date.

Please let me know if you have any questions or concerns.



MEMO

To: Mayor Dunn and Stallings Town Council
 Via: Alex Sewell, Town Manager
 From: Marsha Gross, Finance Officer
 Date: 6/23/2021
 RE: **Project Authorization - Potter Road/Pleasant Plains Intersection Capital Project Fund**

During the budget process for FY2021, the Town budgeted an additional \$1.7M to be spent on the Potter Road/Pleasant Plains intersection. This project has been on hold but did incur \$496,437 in utility relocation and engineering costs this fiscal year. The original project authorization or project budget that was approved by council back in 2014 included a total spend of \$2M and was funded using federal and state funds with the excess coming out of fund balance. There have been no amendments to the original capital project ordinance.

Below is the project summary as of 6/30/2020 which was a part of the Town's financial statements last fiscal year.

Town of Stallings					Schedule 5
Potter/Pleasant Plains Intersection Improvement - Capital Project Fund					
Schedule of Revenues, Expenditures, and Changes in Fund Balances					
Budget and Actual					
From Inception and For the Fiscal Year Ended June 30, 2020					
	Project Authorization	Prior Years	Actual Current Year	Total to Date	Variance Positive (Negative)
Revenues:					
NC DOT Spot Safety Grant	\$ 829,000	\$ 1,215,505	\$ -	\$ 1,215,505	\$ 386,505
Union County	300,000	-	-	-	(300,000)
Total Revenues	<u>1,129,000</u>	<u>1,215,505</u>	<u>-</u>	<u>1,215,505</u>	<u>86,505</u>
Expenditures:					
Transportation	2,000,000	1,741,905	21,368	1,763,273	236,727
Total Expenditures	<u>2,000,000</u>	<u>1,741,905</u>	<u>21,368</u>	<u>1,763,273</u>	<u>236,727</u>
Revenues over (under) expenditures	<u>(871,000)</u>	<u>(526,400)</u>	<u>(21,368)</u>	<u>(547,768)</u>	<u>323,232</u>
Other financing sources:					
Transfer from General Fund	871,000	1,741,048	-	1,741,048	870,048
Total other financing sources	<u>871,000</u>	<u>1,741,048</u>	<u>-</u>	<u>1,741,048</u>	<u>870,048</u>
Net change in fund balance	<u>\$ -</u>	<u>\$ 1,214,648</u>	<u>(21,368)</u>	<u>\$ 1,193,280</u>	<u>\$ 1,193,280</u>
Total fund balance:					
Beginning of year, July 1			<u>1,214,648</u>		
End of year, June 30			<u>\$ 1,193,280</u>		

As noted on the chart above, total expenditures on the project have been \$1,763,273 leaving \$236,727 unspent as of 6/30/2020. The amount spent during FY2021 to date is \$496,437 which exceeds the original project budget by \$259,710. This overage is a result of right of way and easement costs being over budget.

As council is aware, we were awarded the project shortfall funding through CRTPO and are planning on moving forward with bidding the project. In order to do so, an amendment to the capital project ordinance is required. Management feels that increasing the project by \$50,000 will enable us to continue moving forward.

In total, we are requesting that council approve the attached capital project amendment in the amount of \$310,000 which would include the \$259,710 plus the additional \$50,000. Please let me know if you have any questions or concerns.

TOWN OF STALLINGS
CAPITAL PROJECT BUDGET ORDINANCE AMENDMENT

BE IT ORDAINED by the Stallings Town Council of Stallings, North Carolina, that the following amendments be made to the Potter/Pleasant Plains Intersection Improvement - Capital Project ordinance.

Section 1: To amend the Potter/Pleasant Plains Intersection Improvement - Capital Project Fund, the expenditures are to be changed as follows:

Account Number		Increase
41-85-8170-033	Utilities	\$260,000
41-85-8170-061	Engineering/Architecture	<u>\$50,000</u>
	Total	\$310,000

This will result in a net increase of \$50,000.00 in the expenditures of the Potter/Pleasant Plains Intersection Improvement - Capital Project Fund. To balance the budget, the following revenues will be increased:

Account Number		Increase
41-00-3984-097	Transfer in from General Fund	\$310,000

Section 2: Copies of this capital project budget amendment shall be furnished to the Town Manager, Town Clerk, and Finance Officer for their direction.

Adopted this 28th day of June, 2021.

Wyatt Dunn, Mayor

Attest:

Erinn Nichols, Town Clerk

Approved as to form:

Melanie Cox, Town Attorney

TOWN OF STALLINGS 2021-2022 BUDGET ORDINANCE

SECTION 1. The following amounts are hereby appropriated for the operation of the Town's government and its activities for the fiscal year beginning July 1, 2021 and ending June 30, 2022:

GENERAL FUND	\$7,528,360
APPROPRIATED GENERAL FUND BALANCE	747,982
APPROPRIATED PARKS AND RECREATION FUND BALANCE	426,858
APPROPRIATED POWELL BILL FUND BALANCE	125,000
APPROPRIATED DRUG FORFEITURE FUND BALANCE	25,000
STORM WATER FUND	490,100
TOTAL	\$9,343,300

SECTION 2. That for the said fiscal year there is hereby appropriated out of the following categories:

General Fund

Public Safety	\$2,731,100
General Government	1,472,900
Cultural and Recreational	1,290,700
Transportation	1,236,800
Sanitation	1,050,600
Economic and Physical Development	404,600
Debt Service	369,000
Public Works	297,400
Council Discretionary	100

Total Appropriations – General Fund \$8,853,200

Storm Water Fund

General Expenses	\$467,100
Council Discretionary	23,000

Total Appropriations – Storm Water Fund \$490,100

SECTION 3. It is estimated that the following revenues will be available during the fiscal year beginning on July 1, 2021 and ending June 30, 2022 to meet the appropriations shown in Section 2 according to the following summary and schedules.

Category

Ad Valorem Taxes, 2021-2022	\$4,328,900
Local Option Sales Tax	1,440,000
Utility Franchise Tax	778,000
Powell Bill	388,700
Motor Vehicle Taxes, 2021-2022	365,260
Beer and Wine Tax	70,000
Zoning Fees	65,000
Traffic Impact Analysis Fees	20,000
Taxes (ad valorem and motor vehicle), prior years	16,000
Solid Waste Disposal Tax	11,800
Rental Property	10,200
Gross Vehicle Rental	7,500
Other Miscellaneous Revenue	7,000
Interest/Penalties/Fees on delinquent taxes and listings	6,500
Park Rental Fees	4,000
Police Report Fees	3,100
Nuisance Abatement and Civil Citations	2,400
Investment Earnings	2,100
Stallings Fest (vendor fees) and Program Fees	1,900
Appropriated General Fund Balance	747,982
Appropriated Parks and Recreation Fund Balance	426,858
Appropriated Powell Bill Fund Balance	125,000
Appropriated Drug Forfeiture Fund Balance	25,000
Total General Fund Revenues	\$8,853,200
Storm Water Fees	490,000
Storm Water Interest	100
Total Revenues	\$9,343,300

SECTION 4.

- a) There is hereby levied for the fiscal year ending June 30, 2022 a tax rate of \$0.186 per one hundred dollars (\$100.00) valuation of taxable property as listed for taxes as of January 2021 for the purpose of raising the revenue for property taxes as set forth in the attached schedule of estimates of revenues and in order to finance the foregoing appropriations. Such rate is based on an estimated total appraised

valuation of property for the purpose of taxation of \$2,334,604,206 at an estimated rate of collection of 99.69% for a net property valuation of \$2,327,366,933. One penny on the tax rate will yield \$232,737.

- b) There is hereby established a Storm Water Rate Schedule for the purpose of raising revenue to fund the Storm Water program:

Residential	\$46.00/year
Non-residential (per ERU, which equals 2,060 square feet)	\$33.00/ERU/year

- c) The fees for park rentals, civil citations, zoning permits and other miscellaneous items with the Cultural and Recreational, Code Enforcement, Economic and Physical Development, and other Town departments will be in accordance to the attached schedules and effective July 1, 2021.
- d) Any fee not listed specifically herein is officially set at the rate designated by the most recent Town Council decision on the matter.

SECTION 5. The Budget Officer shall be authorized to reallocate departmental appropriations among the various objects of expenditures as deemed necessary.

SECTION 6. That before any portion of any contingency appropriation is expended, the Town Council must by resolution authorize such expenditure.

SECTION 7. Copies of this Ordinance shall be furnished to the Town Clerk to be kept on file for direction in the disbursement of funds.

SECTION 8. This ordinance shall be effective upon its adoption.

ADOPTED this the _____ day of June, 2021.

Wyatt Dunn, Mayor

Attested:

Erinn Nichols, Deputy Town Manager/Town Clerk



Line Item Budget FY2021-2022

	2020-2021 Budget	2020-2021 Projection	2021-2022 Budget	Comments
10 General Fund				
REVENUE:				
10-00-3197-100 Taxes Ad Valorem - Current Year	3,626,000	3,721,418	4,328,900	Estimate from Union County - FY2021 -2022 Tax Value for Property (excludes MV) \$2,334,604,206 Tax Estimate at Revenue-Neutral Rate plus 0.03 = (0.166 +.02) x \$2,334,604,206/100 = \$4,342,364 Tax Estimate at current rate - 0.0215 x @2,334,604,206/100 = \$5,019,399 FY2022 Budget amount = 99.69% collection @ RN rate = \$4,328,902 = \$4,328,900 (rounded)
10-00-3198-118 Taxes Ad Valorem 17-18	-	369	-	
10-00-3198-119 Taxes Ad Valorem 18-19	-	199	-	
10-00-3198-120 Taxes Ad Valorem 19-20	4,000	9,417	4,000	
10-00-3198-800 Taxes Ad Valorem Refunds	-	-	-	
10-00-3220-310 Solid Waste Disposal Tax	11,800	12,036	11,800	NC DOR projects no change
10-00-3231-231 Sales and Use Tax	1,252,000	1,437,524	1,440,000	Represents FY2021 collections. NC DOR projections using projecting an increase of 2.5% over FY2021
10-00-3272-220 Gross Vehicle Rental Tax	8,500	7,531	7,500	Reduced based on FY2021 trend
10-00-3280-100 Motor Vehicle Tax - Current Year				Estimate from Union and Meck County for FY2021-2022 Tax Value for Motor Vehicle is \$197,003,816. MV Tax Estimate using Revenue Neutral Tax Rate plus 0.03 = (0.166 +.02) x \$197,003,816/100 = \$366,427 using 99.69% collection rate = \$365,200 (rounded) MV Tax Estimate using current rate - .0215 x \$197,003,816/100= \$423,600 (rounded)
10-00-3280-200 Motor Vehicle Tax - Prior Years	384,000	318,231	365,260	
10-00-3316-300 Powell Bill Allocation	12,000	95,647	12,000	Total in FY21 Budget \$377,200
10-00-3322-200 Beer and Wine Tax	400,000	388,692	388,700	Reduced to FY2021 Collections
10-00-3324-200 Franchise and Utility Tax	70,000	70,000	70,000	NC DOR projects no change
10-00-3430-100 CRF Cares Act Relief Funds Grant	802,000	768,925	778,000	Reduced to FY2021 projected collections
10-00-3831-800 Investment Earnings - General Fund	-	223,851	-	
10-00-3831-801 Investment Earnings - Powell Bill	120,000	2,040	2,000	Reduced to FY2021 projected collections
10-00-3831-801 Investment Earnings - Powell Bill	6,000	98	100	Reduced to FY2021 projected collections
10-00-3831-804 Interest	6,500	6,567	6,500	Reduced to FY2021 projected collections
10-00-3834-800 Civic Building Rent	-	-	-	
10-00-3834-810 Rental Property Rent	10,200	10,200	10,200	Rental Property on 329 Stallings Road
10-00-3835-800 Sale of Surplus Property	-	253	-	
10-00-3839-800 Miscellaneous Revenue	6,000	2,066	6,000	
10-00-3839-801 Fees	-	-	-	
10-00-3839-802 Online CC Fees	1,000	749	1,000	Account for CC Fees Collected
10-00-3839-804 Donations/Contributions	-	-	-	
10-00-3839-806 Insurance Proceeds	-	-	-	
10-00-3839-807 Admin Fees from Fines & Forfeitures	-	-	-	
10-00-3839-808 Fees in Lieu of Park Land	45,000	52,385	-	
10-00-3910-900 Proceeds from long Term Debt	-	-	-	
10-10-3317-200 Unauthorized Substances	-	2,087	-	N/A for FY2022 Will not budget for these items
10-10-3317-300 Forfeiture - Dept. of Justice	-	-	-	
10-10-3317-400 Forfeiture - Dept. of Treasury	-	-	-	
10-10-3430-300 Governor's Hwy Safety Program	-	-	-	
10-10-3430-310 Governor's Crime Commission Grant	-	-	-	
10-10-3430-500 Grant Revenue NCLM	-	-	-	
10-10-3430-320 DOJ Bulletproof Vest Grant	-	1,000	-	
10-10-3839-410 Police Report Fees	3,100	1,763	3,100	Keeping at FY2021 level
10-10-3839-430 Miscellaneous PD Revenue	-	2	-	
10-10-3839-806 Insurance Proceeds	-	1,410	-	
10-20-3430-400 TIA Revenue - Development Fee	60,000	20,000	20,000	Offset with TIA Expense
10-20-3430-804 Transportation Contributions	1,616,866	1,616,866	-	
10-40-3491-400 Zoning Fees	65,000	62,655	65,000	Reduction due to Development Agreement Fees
10-40-3491-403 Nuisance Abatement Fees	1,200	400	1,200	
10-40-3491-405 Civil Citations	1,200	41,100	1,200	Shifted from Nuisance Abatement Fees
10-40-3491-300 NC Rural Economic Development Grant	-	50,000	-	
10-80-3834-800 Park Property Rent	7,000	4,077	4,000	Reduced due to Covid impact
10-80-3839-803 Event Revenue	600	400	600	Vendor fees
10-80-3839-804 Stallings Fest	1,500	-	500	
10-80-3839-807 Program Revenue	800	605	800	Art To Lunch, Yoga, Camp Gladiator, and new instructor led classes, Snowcone
10-80-3839-808 Miscellaneous Revenue	-	-	-	
10-99-3991-600 Fund Balance Appropriation				Represents Principal Debt Payment of \$291,800 and remaining balance for Vickory portion of Blair Mill Greenway of \$123,142, Plus 333,150 net changes from RNTR and Expenditures based on 6-8-2021 Budget Meeting
10-99-3991-600 Fund Bal Approp - Fund 41 Potter Rd Cap Proj	1,037,670	-	747,982	Under review
10-99-3991-600 Fund Bal Approp - Fund 42 NTH & PW Cap Project	1,700,000	-	-	Project closed in FY2022
10-99-3991-610 Fund Balance Approp - Powell Bill	6,000	-	-	Additional Powell Bill Repaving
10-99-3991-620 Fund Balance Approp. - Drug Forfeiture	33,200	-	125,000	Funds to be used this fiscal year from Restricted DF Funds
10-99-3991-630 Fund Balance Approp. - Fee in Lieu of Parkland	25,000	-	25,000	Funds to be used this fiscal year from Restricted DF Funds
Restricted Fund	-	-	426,858	Funds to be used this fiscal year from Restricted DF Funds
TOTAL REVENUE	11,324,136	8,930,562	8,853,200	Total increase of \$186.5K
	6,905,400		7,528,360	9.0% Tax Revaluation
			622,960	
EXPENDITURES SUMMARY: Includes GF and SW				
Combined Lines				% Change
Salaries and Wages	2,569,980	2,396,309	2,632,592	2.44% Merit 2% and CPI of 1.4%
Separation Allowances	44,340	52,312	78,014	75.94% Represents M Plyer and Stevens



Line Item Budget FY2021-2022

Supplemental Retirement 401(k)
Council/Board Member Salary
Employer Portion PR Taxes

Retirement Contribution

Health Insurance
Unemployment Compensation
Worker's Compensation
Uniforms

Training

Audit / Accounting

Legal
Medical Expense - New Hire/Drug Testing

Supplies/Materials

Meetings/Events

Dues/Subscriptions/Pub

Buildings and Grounds

Vehicle Maintenance

Office Supplies

Postage

Bank Charges

Inventory/Equipment

Computer and Related

Travel/Mileage

Telephone

Utilities

Signage

Repairs/Maint (Equipment)

Fuel

Advertising

Outside Services

Tax Collection Fees

Equipment Rental

Insurance - Property/General Liability/Auto

Employee Morale

Miscellaneous

Codify Ordinances

Public Relations/Employee Recognitions

Management Contingency

Election

Capital Outlay

PD Specific

Transportation/SW Specific

Powell Bill

Sanitation

Debt Related

Zoning Related

Park and Recreation Related

	2020-2021 Budget	2020-2021 Projection	2021-2022 Budget		Comments
	128,059	106,964	140,450	9.68%	Match amount at 5%
	54,600	46,650	54,600	0.00%	Committees not meeting as often
	203,760	186,791	210,490		FICA and Medicare @ 7.65%
					State Ret for LE and Admin - New rates 11.47% and 12.24% (YOY rate increase of 12.92% coupled with increase wages of 1.75% from prior year)
	271,346	246,783	297,781	9.74%	
	360,000	340,955	354,000	-1.67%	Changing to Cigna for FY21-22
	4,200	2,204	4,200		Paid as incurred
	51,390	39,688	54,773	6.58%	Adjusted with Workers Comp Renewal
	20,850	21,633	24,000		
	41,000	13,214	49,000	19.51%	Used Budget for FY2020 since acutal for FY2021 were impacted by COVID
	20,900	22,003	23,400		
	121,000	116,915	246,000	103.31%	Reduction based on less legal expense related to litigation
	5,200	5,707	5,700		
	24,900	17,409	25,500		
	22,900	8,792	23,100		
	36,525	38,730	45,300		
	45,200	34,740	37,100		
	45,050	38,070	47,400		
	30,100	13,518	29,800	-1.00%	Accounts for 2 New facilities
	18,900	8,577	18,900		
	2,400	8,208	6,000		
	96,200	68,721	74,000		
	135,000	115,326	145,800		
	19,400	7,947	20,700		
	42,250	41,224	42,250		
	192,500	167,469	193,000		Move to laptops in FY2021
	81,000	25,000	211,000		
	42,200	14,837	43,200		
	67,800	52,791	71,300		
	11,750	5,336	10,000		
	263,270	186,088	458,300	74.08%	Reduction from prior year budget
	78,730	76,363	78,730		
	26,100	21,642	24,900	-4.60%	
	61,200	53,410	64,200		Insurance quotes not yet received for Liability Insurance
	8,600	8,240	9,600	11.63%	Projected increase with new buildings
	20,660	8,964	19,500		
	2,700	1,695	2,700		
	10,000	3,500	10,000		
	23,000	28,323	22,500		
	-	-	13,300		
	863,970	459,774	840,600		
	30,000	27,976	29,950		
	1,991,906	1,932,601	482,770		
	433,200	400,000	513,700		
	1,020,000	978,278	1,050,600		
	379,900	379,898	369,000		Paid from General Fund in FY2021
	25,000	6,000	25,000		
	83,000	22,377	70,000	-15.66%	
	10,131,936	8,859,954	9,304,700		9,343,200 Includes Storm Water and excludes appropriations

EXPENDITURES BY DEPARTMENT:

00 General Government



10-00-4110-000 Salaries - Elected Officials

10-00-4110-009 Employer Portion of PR Taxes

10-00-4120-000 Salaries and Wages - Regular

10-00-4120-003 Car Stipend - Town Manager

10-00-4120-007 Supplemental Retirement (401k)

10-00-4120-008 Board Member Salary

10-00-4120-009 Employer Portion PR Taxes

10-00-4120-010 Retirement Contribution

10-00-4120-011 Health Insurance

10-00-4120-013 Unemployment Compensation

10-00-4120-014 Worker's Compensation

10-00-4120-015 Employee Health and Wellness

10-00-4120-016 Uniforms

10-00-4120-017 Training

10-00-4120-018 Audit/Accounting


10-00-4120-019 Legal Fees

10-00-4120-020 Medical Expense - New Hire/Drug Testing

10-00-4120-021 Supplies/Materials

	36,600	36,600	36,600		Per Council Pay Policy
	2,800	2,800	2,800		FICA and Medicare @ 7.65%
	398,500	396,212	416,220		Pay Step 2% and CPI of 1.4% (July 1) Bonus 1% (Dec 2021)
	5,460	5,981	6,000		Per Contract
	19,844	19,075	20,860		Match amount at 5%
	3,600	1,350	3,600		Historical Committee and Technology Committee
	30,770	29,691	32,300		FICA and Medicare @ 7.65%
	40,926	40,203	47,781		State Ret for LE and Admin - New rates 11.47% and 12.24% (YOY rate increase of 12.92%)
	42,000	43,650	43,200		Change to CIGNA Plan
	-	-	-		Paid as incurred
	800	831	939		Adjusted with Workers Comp Renewal
	5,000	5,478	6,000		Flores(\$1,200), Carolina Healthcare/EAP (\$1800) , Cintas Med Cabinet, Fitbit Wellness Program
	1,500	574	1,500		Logo Apparel - Includes council and staff shirts/jackets/etc. (does not include uniforms for specific departments) \$75 per council members, \$50 per non-PD employee
					\$1,500/yr./person (5 people); plus additional \$1.5K per council member training. Town Manager Training (SOG, CLE, ICMA, NCLM, NCCMA, NC State/District Bar) \$2K contingency, added \$6K
	20,000	3,013	24,000		Performance Eval Training
	20,900	22,003	23,400		Includes fee for Single audit if needed of \$2.5K
	50,000	47,510	175,000		No change in rate; added \$125K for discovery costs
	1,200	600	1,200		All drug testing except PD is charged here
	10,000	5,977	10,000		Building/Cleaning & Kitchen Supplies - Both buildings






Line Item Budget FY2021-2022	2020-2021	2020-2021	2021-2022	Comments
	Budget	Projection	Budget	
10-00-4120-022 Meetings/Events	12,500	3,512	12,500	Council Meetings/Staff Events/Christmas Party
10-00-4120-023 Dues/Subscriptions/Pub	26,000	28,430	30,000	NCLM \$14K, CCOG \$4K, UNC School of Govt Dues (\$2,264) other dues and subscriptions
10-00-4120-024 Buildings and Grounds	-	-	-	In Public Works
10-00-4120-025 Vehicle Maintenance	1,200	449	1,200	Red Camry - Oil Changes/tires/inspections
10-00-4120-026 Office Supplies	18,000	6,138	15,000	Increased for new building
10-00-4120-027 Postage	18,500	8,349	18,500	Postage for 4 qtrly mailed newsletter per Council - \$4,000/mailling, PNC, CC Merchant account Fees
10-00-4120-028 Bank Charges	2,400	8,208	6,000	
10-00-4120-029 Inventory/Equipment	5,000	7,272	5,000	Last year represents furniture purchases for 2nd floor renovation
10-00-4120-030 Computer and Related				Computern World, Technocom, Open Broadband, any replacement computers, software, webhosting and support, computer replacement and software (including Microsoft) Added Performance Eval Software (\$6,187) Southern software \$6,427 V is sending information
	100,000	93,851	100,000	
10-00-4120-031 Travel/Mileage	5,900	2,797	7,200	\$600/person/conference (5 staff and 7 mayor and council)
10-00-4120-032 Telephone	18,000	17,002	18,000	Land lines, voicemail digital system, cell phones
10-00-4120-033 Utilities	42,000	32,715	39,000	Estimated cost for both buildings is \$3500 per month
10-00-4120-034 Historical Signage	6,000	-	6,000	Historlc Committee - Historical Signage
10-00-4120-035 Repairs/Maint (Equipment)	500	500	500	
10-00-4120-036 Fuel	900	341	900	Red Camry
10-00-4120-037 Advertising	5,000	1,700	5,000	Legal Advertisements, Public Notices
				Janitorial, shredding services, other misc. small contracts,, Archive Social \$2.4K, Outsourcing Payroll \$10K, Economic Dev Implementation Contractor \$20K, DFI Downtown Feasibility Assessment - Phase I \$75K, Down Town Streetscape Design removed \$98K, Citizen Survey \$18K
10-00-4120-039 Outside Services	60,000	42,643	161,000	
10-00-4120-040 Tax Collection Fees	71,000	69,021	71,000	Based on contract rate of 1.5% of collections with Union County
10-00-4120-042 Equipment Rental	16,000	12,217	14,000	Technocom and Postage Machine leases, Public Storage
10-00-4120-045 Insurance	23,700	23,713	26,200	Increased over FY2021 by 10%
10-00-4120-048 Employee Morale	3,600	2,762	3,600	Catcha Awards, Team Building exercises
10-00-4120-049 Miscellaneous	12,000	2,900	5,000	Property taxes, miscellaneous
10-00-4120-050 Licenses and Fees	-	860	1,000	Not budgeted in FY2021 but experienced expense
10-00-4120-093 Codify Ordinances	2,700	1,695	2,700	Annual codifying; code online
10-00-4120-094 Public Relations/Employee Recognitions	10,000	3,500	10,000	Newsletter (printing cost), marketing items
10-00-4120-097 Management Contingency	20,000	20,000	20,000	Town Manager Discretionary
10-00-4170-039 Election	-	-	13,300	Estimate from County BOE
10-00-4120-080 Penalties and Interest	-	581	-	
10-00-4120-099 Capital Outlay	550,700	197,725	28,900	Added replacement of entry doors and key FOB entry to Town Hall for enhanced security. Prior FY related to 2nd floor Renovations
00 General Government	1,721,500	1,250,429	1,472,900	Change over Prior FY Budget
Change from Prior Yr Budget			(248,600)	-14.4% Mainly Due to no Capital Expenditures
10 Public Safety 				
10-10-4310-000 Salaries & Wages - Regular	1,494,400	1,335,853	1,491,072	Pay Step 2% and CPI of 1.4% (July 1) Bonus 1% (Dec 2021) - total of 5 officers receiving separation allowance
10-10-4310-001 Salaries & Wages - Overtime	17,500	16,181	17,500	Typically Park and Rec events and town functions
10-10-4310-004 Separation Allowance - LE	44,340	52,312	78,014	4 Retired Officers for the entire year
10-10-4310-006 Supplemental Retirement - LE (401k)	70,770	60,677	77,940	Match amount at 5%
10-10-4310-007 Supplemental Retirement (401k)	4,790	4,041	6,570	Match amount at 5%
10-10-4310-008 Board Member Salary	3,000	1,125	3,000	5 members 12 meetings annually @ \$50 per person
10-10-4310-009 Employer Portion PR Taxes	119,270	105,747	121,590	FICA and Medicare @ 7.65%
10-10-4310-010 Retirement Contributions	163,270	143,096	169,380	State Ret for LE and Admin - New rates 11.47% and 12.24% (YOY rate increase of 12.92%
10-10-4310-011 Health Insurance	225,600	208,198	216,000	Change to CIGNA Plan
10-10-4310-013 Unemployment Compensation	3,000	1,125	3,000	Paid as incurred
10-10-4310-014 Worker's Compensation	35,940	27,980	36,184	Adjusted with Workers Comp Renewal
10-10-4310-015 Employee Health and Wellness	1,000	2,170	1,000	
10-10-4310-016 Uniforms	17,150	20,099	19,000	Replacement Uniforms, Duty equipment, Bulletproof Vests, new hires, dry cleaning
10-10-4310-017 Training	6,000	3,027	9,000	Increase needed to implement staff development plan. Training based on departmental need. Changes with turnover
10-10-4310-019 Legal Fees	9,000	9,000	9,000	Contractual Fee w/ police attorney to offer legal guidance and Legal Update Training annually
10-10-4310-020 Medical/New Hire Expenses	3,000	2,937	3,500	For Hepatitis Test/Series, assessments, officer new hire requirements (physical/psych/qualification/polygraph fees), and random drug testing initiative
10-10-4310-021 Supplies/Materials	3,000	1,697	3,000	Kitchen supplies, coffee and related, cleaning supplies
10-10-4310-022 Meetings/Events	6,000	2,705	7,000	Crime prevention materials, community handout and event material
10-10-4310-023 Dues/Subscriptions/Pub	1,100	1,219	1,100	Association dues and magazine subscriptions various positions
10-10-4310-024 Buildings and Grounds	2,000	3,100	2,000	Garage/PD Specific
10-10-4310-025 Vehicle Maintenance	34,500	34,138	38,000	Ongoing required and preventative maintenance for PD Vehicles
10-10-4310-026 Office Supplies	6,000	4,063	6,000	Paper, pens, batteries, desktop acc, furniture/file cabinets



Line Item Budget FY2021-2022



	2020-2021 Budget	2020-2021 Projection	2021-2022 Budget	Comments
10-10-4310-027 Postage	400	228	400	Departmental mailings
10-10-4310-029 Inventory/Equipment	15,000	1,907	15,000	Operational equipment, mobile IT, cameras, radars, new equipment
10-10-4310-030 Computer and Related	21,100	8,264	21,100	Hardware replacement, software licenses and maintenance agreements (Lexipol policy manual)
10-10-4310-031 Travel	4,000	1,350	4,000	Lodging, mileage, & meal expenses associated with training and/or departmental business.
10-10-4310-032 Telephone/Communications	17,000	18,108	17,000	10 assigned cell phones & wireless connections to patrol vehicles. DCI connection service fees (SBI)
10-10-4310-035 Repairs/Maintenance - Equipment	9,700	3,369	9,700	Equipment Repairs (camera, mic, blue lights, mag lights, AED, Radar recertifications, radar trailer, hand held radios, etc.)
10-10-4310-036 Fuel	60,000	48,998	64,000	For PD only (price increases for fuel)
10-10-4310-038 Guns and Ammunition	5,000	3,170	7,500	Increase in ammunition costs, weapon replacement & training
10-10-4310-039 Outside Services	14,570	2,203	15,700	Increase due to upgrade of monitoring costs for PD facility security system and camera system
10-10-4310-040 Crime Lab Expense	10,000	16,845	8,750	Fluctuates with crime- based on historical usage
10-10-4310-042 Equipment Rental	6,100	5,571	6,300	Increase in copier and printer rental fee agreement and ID card machine
10-10-4310-043 Vehicle Purchase	77,000	74,554	123,200	Replacement of 3 Patrol Vehicles
10-10-4310-044 Investigation Expense	5,000	3,933	5,000	Supplies for processing crime scenes & officer related investigation (blood kits, gloves, evidence bags, etc.)
10-10-4310-045 Insurance	31,000	27,087	31,000	Received Insurance Renewal rates - Auto insurance for non-PD Vehicles - 5 total for \$4,000 allocated to GG, PW, P&R, Trans and Zoning/Planning
10-10-4310-047 Fundraising Expense	-	-	-	
10-10-4310-049 Miscellaneous	5,000	3,229	5,000	Employee get well/sympathy gifts, plaques, awards, water/food for meetings/extended duty
10-10-4310-060 K-9 Unit	10,000	4,028	8,700	K-9 Unit Costs - Insurance, vet bills, food, etc...
10-10-4310-097 Contingency	-	-	-	
10-10-4310-125 Vehicle Maintenance - Ins Reimbursed	-	-	-	
10-10-4310-149 Emergency Services & Supplies	-	1,122	2,500	SRT ammo and associated costs-funding comes from reduction in K9 and Crime Lab expenses
10-10-8120-099 Capital Outlay	99,270	91,627	42,400	Body and Car Cameras for PD
	2,660,770	2,356,083	2,706,100	Change over Prior FY Budget
Change from Prior Yr Budget		(19,684)		
Governor's Highway Safety Program - Expenses				
10-10-4410-070 DOJ-Bullet Proof Vest Grant	-	2,175	-	
10-10-4410-090 Grant Expense - GCC	-	1,500	-	
10-10-4420-030 Department of Justice	-	-	-	
10-10-4420-040 Department of Treasury	25,000	2,867	25,000	Restricted Treasury funds for FY2022 use
10 Public Safety	2,685,770	2,362,625	2,731,100	45,330 1.7% Contingency and Outside Services
20 Transportation				
4510 Streets and Highways				
10-20-4510-000 Salaries and Wages	77,450	77,458	80,135	Pay Step 2% and CPI of 1.4% (July 1) Bonus 1% (Dec 2021)
10-20-4510-007 Supplemental Retirement (401K)	3,825	-	4,015	Match amount at 5%
10-20-4510-008 Board Member Salary	1,800	675	1,800	TAC meets 12 x per year
10-20-4510-009 Employer's Portion of PR taxes	6,090	5,209	6,160	FICA and Medicare @ 7.65%
10-20-4510-010 Retirement Contribution	7,950	7,762	9,200	State Ret for LE and Admin - New rates 11.47% and 12.24% (YOY rate increase of 12.92%)
10-20-4510-011 Health Insurance	8,400	8,730	8,400	Change to CIGNA Plan
10-20-4510-013 Unemployment Compensation	-	-	-	Paid as incurred
10-20-4510-014 Workers Compensation	1,260	1,734	1,690	Adjusted with Workers Comp Renewal
10-20-4510-016 Uniforms	-	-	500	No items needed
10-20-4510-017 Training	2,000	30	3,000	\$1,000/yr./person (2 people); American Society of Civil Engineers Conference (Chicago, IL) plus additional training
10-20-4510-021 Supplies/Materials	600	728	600	Misc Supplies
10-20-4510-023 Dues Subscriptions Memberships	5,325	2,675	6,200	CRTPO \$6,000, NCBELS \$75 and PRIV License \$50
10-20-4510-025 Vehicle Maintenance	500	-	500	Shared Vehicle with Planning and Zoning
10-20-4510-026 Office Supplies	600	236	300	Added to account for any special needs
10-20-4510-029 Inventory/Equipment	-	-	-	Moved to Supplies /Materials
10-20-4510-030 Computer and related	4,000	4,000	4,000	Replace computer for Engineer/Assoc Engineer and Licenses
10-20-4510-031 Travel	3,000	-	3,000	Travel related to American Society of Civil Engineers Conference (Chicago, IL)
10-20-4510-032 Telephone	600	535	600	Associate Engineer iPhone
10-20-4510-033 Utilities	111,500	112,976	120,000	Streetlights - Southstone, Chestnut Farm, Stone Creek, Bailey Mills, Courtyard Lawyers
10-20-4510-034 Signage	75,000	25,000	205,000	Street Signage \$5K, Gateway Signage Atrium Roundabout \$200K
10-20-4510-036 Fuel	600	265	600	Engineering/Planning Truck
10-20-4510-039 Outside Services	3,900	3,577	48,900	Arborist Annual Fee (split with Planning \$3.275K each), Bypass Landscaping Annual Maintenance \$45K
10-20-4510-043 Vehicle Purchase	-	-	-	
10-20-4510-045 Insurance	300	135	300	Shared Vehicle with Planning and Zoning
10-20-4510-049 Miscellaneous	800	1,010	800	Miscellaneous items
10-20-4510-061 Engineering/Inspections	5,000	2,500	5,000	Random Engineering Reports/Services

Line Item Budget FY2021-2022

	2020-2021 Budget	2020-2021 Projection	2021-2022 Budget	Comments
10-20-4510-062 Paving/Resurfacing	-	-	150,000	Additional Road Repair Work from Current year revenue
10-20-4510-066 Traffic Control	1,616,866	1,616,866	-	
10-20-4510-069 Sidewalks	-	-	-	Included in Powell Bill
10-20-4510-070 TIA Consulting	60,000	41,903	20,000	TIA Consulting will have offset in Revenue for Development Agreements (Water/Sewer Issues Might Be Lower)
10-20-4510-097 Transportation Study/Plan	2,500	-	27,400	Includes \$25 K for update of Transportation Master Plan
10-20-4510-099 Capital Outlay	-	-	15,000	Bypass Landscaping Annual Maintenance - Sprinkler System
4510 Streets & Highways	1,999,866	1,914,006	723,100	
Change from Prior Yr Budget				
4610 Powell Bill				
10-20-4610-060 Powell - Right of Way	-	-	-	
10-20-4610-061 Powell - Inspections/Engineering	-	-	-	
10-20-4610-062 Powell - Paving/Resurfacing	320,000	320,000	460,000	Road Resurfacing in accordance with Town Road Repair Evaluations Roads Rated 43-47, PB Revenue \$388.7K plus \$125K PB FUND BAL
10-20-4610-063 Powell - Maintenance	-	-	-	
10-20-4610-066 Powell - Traffic Control	-	-	-	
10-20-4610-069 Powell - Sidewalks	113,200	80,000	53,700	Potential Panel Repairs
4610 Powell Bill	433,200	400,000	513,700	
20 Transportation	2,433,066	2,314,006	1,236,800	
Change from Prior Yr Budget	816,200	697,140	1,196,266	49.2% Removal of Traffic Control & reduction in TIA Consulting
30 Environmental Protection 				
10-30-4710-039 Sanitation	1,020,000	978,278	1,050,600	CPI to calculate - Rough calculation based on 3% increase; dumpsters; one time bulk. Includes estimate for increased households.
10-30-4710-049 Yard Waste	-	-	-	
30 Environmental Protection	1,020,000	978,278	1,050,600	
Change from Prior Yr Budget	-	-	3.00%	Increase due to CPI, # of homes and recycling
40 Economic and Physical Development 				
10-40-4910-000 Salaries and Wages - Regular	181,370	176,892	191,980	Pay Step 2% and CPI of 1.4% (July 1) Bonus 1% (Dec 2021)
10-40-4910-007 Supplemental Retirement (401k)	9,080	7,636	9,590	Match amount at 5%
10-40-4910-008 Board Member Salary	3,600	4,500	3,600	9 member committee meets monthly and Board of Adjustment meets 2 x per year. Added Economic Development Committee (3 members)
10-40-4910-009 Employer Portion of PR Taxes	14,150	13,809	14,710	FICA and Medicare @ 7.65%
10-40-4910-010 Retirement Contributions	18,610	17,859	22,060	State Ret for LE and Admin - New rates 11.47% and 12.24% (YOY rate increase of 12.92%)
10-40-4910-011 Health Insurance	25,200	19,936	26,400	Change to CIGNA Plan
10-40-4910-013 Unemployment Contribution	-	629	-	Paid as incurred
10-40-4910-014 Worker's Compensation	1,540	1,527	2,160	Adjusted with Workers Comp Renewal
10-40-4910-017 Training	6,000	1,955	6,000	Code Officer ongoing training and CZO maintenance; Planning Technician Zoning Certification courses; Planning Administrator AICP Certification
10-40-4910-019 Legal	62,000	60,405	62,000	Development agreement review. Planning and Zoning support. BOA Attorney.
10-40-4910-021 Supplies/Materials	2,000	2,066	2,000	
10-40-4910-022 Meetings/Events	2,000	715	1,200	Food and supplies for sub committee and planning meetings.
10-40-4910-025 Vehicle Maintenance	2,850	1,123	3,000	1.5 Vehicles (Shared & Code Enforcement); tires for code enforcement vehicle
10-40-4910-026 Office Supplies	1,000	455	1,000	Office Supplies for staff and meetings.
10-40-4910-029 Inventory/Equipment	1,200	682	3,000	As needed to replace existing equipment; new desk for Planning Tech Office
10-40-4910-030 Computer Related	5,000	4,800	6,500	Yearly Fee for ACRGIS \$400/iworQ Permitting and Code Enforcement Tracking Software \$2000, Additional Plan Review Portal in iWORQ \$3000 Microsoft Licensing
10-40-4910-031 Travel	2,000	1,000	2,000	Associated with Training
10-40-4910-032 Telephone	2,200	1,856	2,200	Kolleen cell phone and hot spot
10-40-4910-036 Fuel	2,000	1,059	1,500	1.5 Vehicles (Shared and Code Enforcement)
10-40-4910-037 Advertising	3,000	2,636	3,000	Advertising for public hearings, signs, code enforcement litter sweep. Increase due to 500' mail notification.
10-40-4910-039 Outside Services	15,300	8,531	12,000	Outside consultant services for DO and SAP on as needed basis. Added Urban Forester (\$3.275K)
10-40-4910-043 Vehicle Purchase	-	-	-	
10-40-4910-045 Insurance (Vehicle)	1,200	406	1,200	Shared Vehicle with Transportation and Code Enforcement
10-40-4910-047 Nuisance Abatement/Code Enforcement	5,000	2,000	5,000	Using FY2020 figure, contractor services line
10-40-4910-049 Miscellaneous	2,500	900	2,500	Same as FY2020
10-40-4910-060 Town Beautification	20,000	4,000	20,000	Cleanup items
10-40-4910-099 Capital Outlay	-	-	-	
40 Economic and Physical Development	388,800	337,378	404,600	
Change from Prior Yr Budget			15,800	4.06% Increase is payroll related \$15,500
60 Debt Service 				
10-60-9110-000 Debt Service	-	-	-	



Line Item Budget FY2021-2022

	2020-2021 Budget	2020-2021 Projection	2021-2022 Budget	Comments
10-60-9110-075 Note Principal	291,800	291,800	291,800	Principal Pmt on NTH & PW Debt
10-60-9110-076 Interest on Note	88,100	88,098	77,200	Interest on Debt no longer recorded as capitalized interest
60 Debt Service	379,900	379,898	369,000	
70 Public Works 				
10-70-4570-000 Salaries and Wages - Regular	93,640	93,230	97,810	Pay Step 2% and CPI of 1.4% (July 1) Bonus 1% (Dec 2021)
10-70-4570-007 Supplemental Retirement (401k)	4,670	3,898	4,870	Match amount at 5%
10-70-4570-009 Employer Portion PR Taxes	7,160	6,982	7,480	FICA and Medicare @ 7.65%
10-70-4570-010 Retirement Contribution	9,640	9,450	11,270	State Ret for LE and Admin - New rates 11.47% and 12.24% (YOY rate increase of 12.92%)
10-70-4570-011 Health Insurance	16,800	17,460	16,800	Change to CIGNA Plan
10-70-4570-014 Worker's Compensation	5,290	1,014	4,070	Adjusted with Workers Comp Renewal
10-70-4570-015 Employee Health and Welfare	-	53	-	
10-70-4570-016 Uniforms	1,200	855	2,000	Shirts, Raingear, Work Boot allowance
10-70-4570-017 Training	2,000	2,000	2,000	APWA Classes (American Public Works Association)
10-70-4570-021 Supplies/Materials	4,500	3,106	5,100	General Supplies/Repairs/Office Equipment
10-70-4570-023 Dues/Subscriptions/Pub	400	400	-	
10-70-4570-024 Buildings and Grounds - Gen Govt	10,200	11,640	10,100	Asphalt, paint, concrete, signs, posts, Added \$5K for Other Repairs
10-70-4570-025 Vehicle Maintenance	4,800	1,902	3,500	2 Vehicles - Inspections/Oil Change/Misc. Repairs, new tires for work truck \$800
10-70-4570-026 Office Supplies	1,500	1,411	1,500	Misc. Office Supplies
10-70-4570-029 Inventory/Equipment	37,000	32,860	13,000	HVAC Service Chemicals/Pump Sprayer (\$2K), Trimmers/Edging Equipment, various tool replacement
10-70-4570-030 Computer and Related	400	910	9,700	Microsoft Licenses, IworQ's work order software \$7,700
10-70-4570-031 Travel/Mileage	1,000	1,300	1,000	Training Mileage
10-70-4570-032 Telephone	2,500	1,890	2,500	Brian and Jake Cell Phones and iPad for Jake
10-70-4570-033 Utilities	9,000	2,449	6,000	Utilities for new PW building
10-70-4570-035 Repairs/Maint (Equipment)	2,000	940	3,000	Minor Equipment repairs
10-70-4570-036 Fuel	3,500	1,828	3,500	Public Works Trucks/Equipment Fuel
10-70-4570-039 Outside Services	21,000	17,787	52,200	Fire Alarm System (AlarmSouth) \$2,000, Pest Control (Carolina Pest) \$2,000, Elevator PM (ThyssenKrupp) \$3,500, Generator PM (Nixon Power Services) \$2,000, Fire Sprinkler/Backflow PM's (Quality Sprinklers) \$1,500, Fire Extinguisher PM's (FCS) \$1,200, Generator Fuel (Griffin Oil) \$1,500, Remote Support Services (BMI) \$1,800 - Added \$8K for misc. outside services. Add \$30K for Roadway Grass Cutting
10-70-4570-042 Equipment Rental	1,000	684	1,000	Various Equipment
10-70-4570-045 Insurance	1,600	1,393	1,500	
10-70-4570-049 Miscellaneous	1,000	439	1,500	Misc. expenses
10-70-4570-149 Emergency Supplies/Services	-	805	1,000	COVID related
10-70-4570-099 Capital Outlay	62,000	61,061	35,000	Zero turn mower \$15K and new HVAC unit \$20K, (Tractor Attachments \$10K, Lift for Shop \$10K REMOVED)
70 Public Works	303,800	277,747	297,400	
Change from Prior Yr Budget		939	(6,400)	-2.1% Reduction in Capital Outlay offset and inventory and equipment
80 Cultural and Recreation 				
10-80-6130-000 Salaries and Wages - Regular	224,210	218,895	251,740	Pay Step 2% and CPI of 1.4% (July 1) Bonus 1% (Dec 2021)
10-80-6130-007 Supplemental Retirement (401k)	11,200	9,986	12,590	Match amount at 5%
10-80-6130-008 Board Member Salary	4,200	1,575	4,200	10 member committee meets monthly - 1 is a youth with no comp
10-80-6130-009 Employer Portion of PR Taxes	17,430	16,688	19,290	FICA and Medicare @ 7.65%
10-80-6130-010 Retirement Contributions	23,000	20,655	28,890	State Ret for LE and Admin - New rates 11.47% and 12.24% (YOY rate increase of 12.92%)
10-80-6130-011 Health Insurance	33,600	34,250	34,800	Change to CIGNA Plan
10-80-6130-013 Unemployment	1,200	450	1,200	Pay as incurred
10-80-6130-014 Worker's Compensation	5,100	4,867	8,040	Adjusted with Workers Comp Renewal
10-80-6130-016 Uniforms	1,000	105	1,000	Shirts for Volunteers, committee members and staff replacement
10-80-6130-017 Training	5,000	3,189	5,000	NRPA, NC/SC Joint Conference, NC PR Directors Conference, OSHA 501 Trainer, Emergency Management Core Course
10-80-6130-020 New Hire Cost/Random Drug Testing	-	-	-	REMOVED LINE ITEM - In General Government
10-80-6130-021 Supplies and Materials	4,800	3,835	4,800	Park supplies - Paper products, cleaning supplies, pesticides, safety equipment
10-80-6130-022 Meetings	2,400	1,860	2,400	Added Meetings line to capture committee meeting costs
10-80-6130-023 Dues/Subscriptions/Pub	2,500	3,386	5,000	ASCAP, BMI, NRPA & NCRPA enterprise member fees, Rec Desk, Canva, Adobe, NSC - OSHA and Safety Dues moved here causing increase
10-80-6130-024 Buildings and Grounds	33,000	20,000	25,000	Blair Mill Park Signage, General grounds work - mulch, stormwater maintenance, sanitization of playgrounds
10-80-6130-025 Vehicle Maintenance	1,200	459	1,200	Any Maintenance items for Gator/Golf Carts/van
10-80-6130-026 Office Supplies	3,000	1,215	3,000	Toner, Ink, Plotter Paper, Paper, Pens, notebooks, laminator paper
10-80-6130-029 Inventory/Equipment	36,000	25,000	36,000	Playground mats, waterproof wheelchair, splash pad equipment emergency \$10k, Park playground/swing pieces



Line Item Budget FY2021-2022

	2020-2021 Budget	2020-2021 Projection	2021-2022 Budget	Comments
10-80-6130-030 Computer and related	4,500	3,500	4,500	Computer replacement for staff member, Rec management software \$3500
10-80-6130-031 Travel	3,500	1,500	3,500	Related to training - airfare required for NRPA conference in Sep,
10-80-6130-032 Telephone	1,950	1,834	1,950	Cell Phones & Ipad
10-80-6130-033 Utilities	30,000	19,329	25,000	Increased usage and pricing
10-80-6130-035 Repairs/Maint. - Equipment	30,000	10,028	30,000	Playground equipment repairs (swings), Splash Pad PMs, Lawn equipment repairs, disc golf repairs, arbor and pergola maintenance
10-80-6130-036 Fuel	800	300	800	Fuel gas operated items
10-80-6130-037 Advertising	3,750	1,000	2,000	Social media and Google Ads for events and programs. Banners, handouts, and giveaways
10-80-6130-039 Outside Services	58,500	35,012	83,500	Greenway consultant fees, Expanded Christmas Displays, Landscaping, Blair Mill Landscaping \$25K ,
10-80-6130-042 Equipment Rental	3,000	3,169	3,600	Copier in New Town Hall
10-80-6130-045 Property Insurance	4,000	1,630	4,000	Insurance Renewal Rates - New Allocation Methodology used
10-80-6130-049 Miscellaneous	360	120	200	
10-80-6130-080 Grant Expense	-	-	-	
10-80-6130-081 Recreation Programming	13,000	5,000	10,000	Continued emphasis on programming
10-80-6130-090 Park Events	70,000	17,377	60,000	Reduction due to continued event changes - pandemic
10-80-6130-097 Management Contingency	3,000	8,323	2,500	
10-80-6130-149 Emergency Supplies/Services	-	-	-	
10-80-6130-099 Capital Outlay	50,000	31,940	615,000	Vickery portion of Blair Mill Greenway - fee-in-lieu and savings, Blair Mill Signage \$10K, Privette Park Enhancements \$28K down to \$5K, Blair Mill Enhancements \$50K
80 Cultural and Recreation	685,200	506,476	1,290,700	
Change from Prior Yr Budget			605,500	Increase due to Capital Outlay for Vickery porion of Blair Mill Greenway 88.4%
10-99-9840-096 Transfer to Capital Project Fund	-	-	-	Represents Principal Debt Payment - taken from unrestricted Fund Balance
10-99-9840-097 Transfer to Cap Proj Fund - Potter Rd Pleasant Plains	1,700,000	-	-	Transfer from GF to Fund 41 For Potter Road Pleasant Plains Intersection
10-99-9840-098 Transfer to Cap Proj Fund - NTH & PW Bldg.	6,000	5,720	-	Completed in FY2021
10-99-9910-097 Contingency	100	-	100	Excess Revenue over Expenditures
TOTAL EXPENDITURE	11,324,136	8,412,558	8,853,200	-
8,001,170	9,618,036	1,573,242	8,853,100	2,470,936 10.65
41 Streetscape/Pleasant Plains Improvement (Capital Project)			9,343,200	Used in Summary Charts above - Adds Storm Water Expenses
REVENUE:				
41-00-3839-430 Transfer from Current Year Revenues	-	-	-	
41-00-3984-097 Transfer from General Fund	1,700,000	-	-	Under review
TOTAL REVENUE	1,700,000	-	-	
EXPENDITURE:				
41-85-8170-058 Capital Outlay - Bldgs/Structures	1,695,000	-	-	
41-85-8170-061 Engineering/Architecture	-	-	-	
41-85-8170-087 Testing and Geotechnical	5,000	-	-	
41-85-8170-088 Right of Way Acquisition	-	-	-	Under review
TOTAL EXPENDITURE	1,700,000	-	-	
42 New Town Hall and Public Works Buildings (Capital Project)				
REVENUE:				
42-00-3839-430 Transfer from Currently Year Revenue	-	-	-	
42-00-3990-097 Transfer in From General Fund	6,000	5,720	-	
Proceeds from LT Debt - Capital Project Fund Appropriation	-	-	-	
Storm Water Fund Appropriation	-	-	-	
42-00-3831-804 Interest	-	-	-	
TOTAL REVENUE	6,000	5,720	-	
EXPENDITURE:				
42-90-8190-019 Legal	-	-	-	
42-90-8190-028 Bank Fees	-	-	-	
42-90-8190-058 Capital Outlay - Construction Costs	6,000	5,720	-	
42-90-8190-061 Engineering/Architecture	-	-	-	
42-90-8190-075 Note Principal	-	-	-	
42-90-8190-076 Capitalized Interest on Note	-	-	-	
42-90-8190-049 Miscellaneous	-	-	-	
42-90-8190-086 Site Preparation	-	-	-	
42-90-8190-087 Testing and Geotechnical	-	-	-	
42-90-8190-099 Capital Outlay - Furniture	-	-	-	
TOTAL EXPENDITURE	6,000	5,720	-	
67 Storm Water Fund				



Line Item Budget FY2021-2022

REVENUE:

	2020-2021 Budget	2020-2021 Projection	2021-2022 Budget	Comments
67-11-3197-100 Storm Water Tax - Current	515,000	479,328	490,000	
67-11-3831-800 Investment Earnings	-	-	-	
67-11-3831-804 Interest	500	87	100	Increased to account for Interest Income from county
67-11-3839-900 SW Fund Appropriated Fund Balance	-	-	-	Not Needed in FY2021
67-11-3991-600 SW Appropriated Fund Balance	-	-	-	Not Needed in FY2021

TOTAL REVENUE

EXPENDITURE:

67-97-7510-000 Salaries and Wages - Regular	77,450	75,607	80,135	Pay Step 2% and CPI of 1.4% (July 1) Bonus 1% (Dec 2021)
67-97-7510-007 Supplemental Retirement (401K)	3,880	1,650	4,015	Match amount at 5%
67-97-7510-008 Board Member Salary	1,800	825	1,800	SW Meetings
67-97-7510-009 Employer Portion PR tax	6,090	5,865	6,160	FICA and Medicare @ 7.65%
67-97-7510-010 Retirement Contribution	7,950	7,759	9,200	State Ret for LE and Admin - New rates 11.47% and 12.24% (YOY rate increase of 12.92%)
67-97-7510-011 Health Insurance	8,400	8,730	8,400	Change to CIGNA Plan
67-97-7510-013 Workers Compensation	1,460	1,734	1,690	Split with Transporation
67-97-7510-023 Dues/Subscriptions/Public	1,200	2,620	3,000	Phase II Permit - SWANC
67-97-7510-024 Repairs/Maintenance - Minor	90,000	116,903	110,000	Small Repairs < \$10,000
67-97-7510-029 Inventory/Equipment	2,000	1,000	2,000	Misc
67-97-7510-035 Repairs/Maintenance - Major	216,540	153,429	146,970	Large Repairs > \$10,000
67-97-7510-039 Outside Services				Street Sweeping \$15K - 60 Miles (120 miles curb lane) of roadway, Vacuum Truck \$70K - Remove debris from catch basins - 10 miles, Reports - Analysis
67-97-7510-030 Tax Collection Services	90,000	76,336	85,000	Tax Collection Fees from the County
67-97-7510-049 Miscellaneous	7,730	7,342	7,730	
67-97-7510-061 Engineering/Inspections	-	-	-	Inspections now being internally performed, specialty inspection if needed
Contingency	1,000	1,000	1,000	Added in FY2022
67-99-7510-099 Transfer to Capital Project Fund	-	-	23,000	Not Needed in FY2021


TOTAL EXPENDITURE

Total EXPENDITURES

TOTAL EXPENDITURE	515,500	460,800	490,100	Decrease due to Underground Water Detention
Total EXPENDITURES	13,545,636	8,879,078	9,343,300	



Line Item Budget FY2021-2022

		2020-2021	2020-2021	2021-2022
		Budget	Projection	Budget
10 General Fund				
REVENUE:				
10-00-3197-100	Taxes Ad Valorem - Current Year	3,626,000	3,721,418	4,328,900
10-00-3198-118	Taxes Ad Valorem 17-18	-	369	-
10-00-3198-119	Taxes Ad Valorem 18-19	-	199	-
10-00-3198-120	Taxes Ad Valorem 19-20	4,000	9,417	4,000
10-00-3198-800	Taxes Ad Valorem Refunds	-	-	-
10-00-3220-310	Solid Waste Disposal Tax	11,800	12,036	11,800
10-00-3231-231	Sales and Use Tax	1,252,000	1,437,524	1,440,000
10-00-3272-220	Gross Vehicle Rental Tax	8,500	7,531	7,500
10-00-3280-100	Motor Vehicle Tax - Current Year	384,000	318,231	365,260
10-00-3280-200	Motor Vehicle Tax - Prior Years	12,000	95,647	12,000
10-00-3316-300	Powell Bill Allocation	400,000	388,692	388,700
10-00-3322-200	Beer and Wine Tax	70,000	70,000	70,000
10-00-3324-200	Franchise and Utility Tax	802,000	768,925	778,000
10-00-3430-100	CRF Cares Act Relief Funds Grant	-	223,851	-
10-00-3831-800	Investment Earnings - General Fund	120,000	2,040	2,000
10-00-3831-801	Investment Earnings - Powell Bill	6,000	98	100
10-00-3831-804	Interest	6,500	6,567	6,500
10-00-3834-800	Civic Building Rent	-	-	-
10-00-3834-810	Rental Property Rent	10,200	10,200	10,200
10-00-3835-800	Sale of Surplus Property	-	253	-
10-00-3839-800	Miscellaneous Revenue	6,000	2,066	6,000
10-00-3839-801	Fees	-	-	-
10-00-3839-802	Online CC Fees	1,000	749	1,000
10-00-3839-804	Donations/Contributions	-	-	-
10-00-3839-806	Insurance Proceeds	-	-	-
10-00-3839-807	Admin Fees from Fines & Forfeitures	-	-	-
10-00-3839-808	Fees in Lieu of Park Land	45,000	52,385	-
10-00-3910-900	Proceeds from long Term Debt	-	-	-
10-10-3317-200	Unauthorized Substances	-	2,087	-
10-10-3317-300	Forfeiture - Dept. of Justice	-	-	-
10-10-3317-400	Forfeiture - Dept. of Treasury	-	-	-



Line Item Budget FY2021-2022

	2020-2021 <i>Budget</i>	2020-2021 <i>Projection</i>	2021-2022 <i>Budget</i>
10-10-3430-300 Governor's Hwy Safety Program	-	-	-
10-10-3430-310 Governor's Crime Commission Grant	-	-	-
10-10-3430-500 Grant Revenue NCLM	-	-	-
10-10-3430-320 DOJ Bulletproof Vest Grant	-	1,000	-
10-10-3839-410 Police Report Fees	3,100	1,763	3,100
10-10-3839-430 Miscellaneous PD Revenue	-	2	-
10-10-3839-806 Insurance Proceeds	-	1,410	-
10-20-3430-400 TIA Revenue - Development Fee	60,000	20,000	20,000
10-20-3430-804 Transportation Contributions	1,616,866	1,616,866	-
10-40-3491-400 Zoning Fees	65,000	62,655	65,000
10-40-3491-403 Nuisance Abatement Fees	1,200	400	1,200
10-40-3491-405 Civil Citations	1,200	41,100	1,200
10-40-3491-300 NC Rural Economic Development Grant	-	50,000	-
10-80-3834-800 Park Property Rent	7,000	4,077	4,000
10-80-3839-803 Event Revenue	600	400	600
10-80-3839-804 Stallings Fest	1,500	-	500
10-80-3839-807 Program Revenue	800	605	800
10-80-3839-808 Miscellaneous Revenue	-	-	-
10-99-3991-600 Fund Balance Appropriation			
	1,037,670	-	747,982
10-99-3991-600 Fund Bal Approp - Fund 41 Potter Rd Cap Proj	1,700,000	-	-
10-99-3991-600 Fund Bal Approp - Fund 42 NTH & PW Cap Project	6,000	-	-
10-99-3991-610 Fund Balance Approp - Powell Bill	33,200	-	125,000
10-99-3991-620 Fund Balance Approp. - Drug Forfeiture	25,000	-	25,000
10-99-3991-630 Fund Balance Approp. - Fee in Leiu of Parkland	-	-	426,858
Restricted Fund	-	-	426,858
TOTAL REVENUE	11,324,136	8,930,562	8,853,200
	6,905,400		7,528,360
			622,960
EXPENDITURES SUMMARY: Includes GF and SW			
<i>Combined Lines</i>			
Salaries and Wages	2,569,980	2,396,309	2,632,592
Separation Allowances	44,340	52,312	78,014
Supplemental Retirement 401(k)	128,059	106,964	140,450
Council/Board Member Salary	54,600	46,650	54,600
Employer Portion PR Taxes	203,760	186,791	210,490
Retirement Contribution	271,346	246,783	297,781
Health Insurance	360,000	340,955	354,000
Unemployment Compensation	4,200	2,204	4,200
Worker's Compensation	51,390	39,688	54,773
Uniforms	20,850	21,633	24,000



Line Item Budget FY2021-2022

	2020-2021 Budget	2020-2021 Projection	2021-2022 Budget
Training	41,000	13,214	49,000
Audit / Accounting	20,900	22,003	23,400
Legal	121,000	116,915	246,000
Medical Expense - New Hire/Drug Testing	5,200	5,707	5,700
Supplies/Materials	24,900	17,409	25,500
Meetings/Events	22,900	8,792	23,100
Dues/Subscriptions/Pub	36,525	38,730	45,300
Buildings and Grounds	45,200	34,740	37,100
Vehicle Maintenance	45,050	38,070	47,400
Office Supplies	30,100	13,518	29,800
Postage	18,900	8,577	18,900
Bank Charges	2,400	8,208	6,000
Inventory/Equipment	96,200	68,721	74,000
Computer and Related	135,000	115,326	145,800
Travel/Mileage	19,400	7,947	20,700
Telephone	42,250	41,224	42,250
Utilities	192,500	167,469	193,000
Signage	81,000	25,000	211,000
Repairs/Maint (Equipment)	42,200	14,837	43,200
Fuel	67,800	52,791	71,300
Advertising	11,750	5,336	10,000
Outside Services	263,270	186,088	458,300
Tax Collection Fees	78,730	76,363	78,730
Equipment Rental	26,100	21,642	24,900
Insurance - Property/General Liability/Auto	61,200	53,410	64,200
Employee Morale	8,600	8,240	9,600
Miscellaneous	20,660	8,964	19,500
Codify Ordinances	2,700	1,695	2,700
Public Relations/Employee Recognitions	10,000	3,500	10,000
Management Contingency	23,000	28,323	22,500
Election	-	-	13,300
Capital Outlay	863,970	459,774	840,600
PD Specific	30,000	27,976	29,950
Transportation/SW Specific	1,991,906	1,932,601	482,770
Powell Bill	433,200	400,000	513,700
Sanitation	1,020,000	978,278	1,050,600
Debt Related	379,900	379,898	369,000
Zoning Related	25,000	6,000	25,000
Park and Recreation Related	83,000	22,377	70,000
	10,131,936	8,859,954	9,304,700

EXPENDITURES BY DEPARTMENT:

00 General Government	
-----------------------	--




Line Item Budget FY2021-2022

	2020-2021 <i>Budget</i>	2020-2021 <i>Projection</i>	2021-2022 <i>Budget</i>
10-00-4110-000 Salaries - Elected Officials	36,600	36,600	36,600
10-00-4110-009 Employer Portion of PR Taxes	2,800	2,800	2,800
10-00-4120-000 Salaries and Wages - Regular	398,500	396,212	416,220
10-00-4120-003 Car Stipend - Town Manager	5,460	5,981	6,000
10-00-4120-007 Supplemental Retirement (401k)	19,844	19,075	20,860
10-00-4120-008 Board Member Salary	3,600	1,350	3,600
10-00-4120-009 Employer Portion PR Taxes	30,770	29,691	32,300
10-00-4120-010 Retirement Contribution	40,926	40,203	47,781
10-00-4120-011 Health Insurance	42,000	43,650	43,200
10-00-4120-013 Unemployment Compensation	-	-	-
10-00-4120-014 Worker's Compensation	800	831	939
10-00-4120-015 Employee Health and Wellness	5,000	5,478	6,000
10-00-4120-016 Uniforms	1,500	574	1,500
10-00-4120-017 Training	20,000	3,013	24,000
10-00-4120-018 Audit/Accounting	20,900	22,003	23,400
10-00-4120-019 Legal Fees	50,000	47,510	175,000
10-00-4120-020 Medical Expense - New Hire/Drug Testing	1,200	600	1,200
10-00-4120-021 Supplies/Materials	10,000	5,977	10,000
10-00-4120-022 Meetings/Events	12,500	3,512	12,500
10-00-4120-023 Dues/Subscriptions/Pub	26,000	28,430	30,000
10-00-4120-024 Buildings and Grounds	-	-	-
10-00-4120-025 Vehicle Maintenance	1,200	449	1,200
10-00-4120-026 Office Supplies	18,000	6,138	15,000
10-00-4120-027 Postage	18,500	8,349	18,500
10-00-4120-028 Bank Charges	2,400	8,208	6,000
10-00-4120-029 Inventory/Equipment	5,000	7,272	5,000
10-00-4120-030 Computer and Related	100,000	93,851	100,000
10-00-4120-031 Travel/Mileage	5,900	2,797	7,200
10-00-4120-032 Telephone	18,000	17,002	18,000
10-00-4120-033 Utilities	42,000	32,715	39,000



Line Item Budget FY2021-2022

	2020-2021 Budget	2020-2021 Projection	2021-2022 Budget
10-00-4120-034 Historical Signage	6,000	-	6,000
10-00-4120-035 Repairs/Maint (Equipment)	500	500	500
10-00-4120-036 Fuel	900	341	900
10-00-4120-037 Advertising	5,000	1,700	5,000
10-00-4120-039 Outside Services	60,000	42,643	161,000
10-00-4120-040 Tax Collection Fees	71,000	69,021	71,000
10-00-4120-042 Equipment Rental	16,000	12,217	14,000
10-00-4120-045 Insurance	23,700	23,713	26,200
10-00-4120-048 Employee Morale	3,600	2,762	3,600
10-00-4120-049 Miscellaneous	12,000	2,900	5,000
10-00-4120-050 Licenses and Fees	-	860	1,000
10-00-4120-093 Codify Ordinances	2,700	1,695	2,700
10-00-4120-094 Public Relations/Employee Recognitions	10,000	3,500	10,000
10-00-4120-097 Management Contingency	20,000	20,000	20,000
10-00-4170-039 Election	-	-	13,300
10-00-4120-080 Penalties and Interest	-	581	-
10-00-4120-099 Capital Outlay	550,700	197,725	28,900
00 General Government	1,721,500	1,250,429	1,472,900
Change from Prior Yr Budget			(248,600)
10 Public Safety 			
10-10-4310-000 Salaries & Wages - Regular	1,494,400	1,335,853	1,491,072
10-10-4310-001 Salaries & Wages - Overtime	17,500	16,181	17,500
10-10-4310-004 Separation Allowance - LE	44,340	52,312	78,014
10-10-4310-006 Supplemental Retirement - LE (401k)	70,770	60,677	77,940
10-10-4310-007 Supplemental Retirement (401k)	4,790	4,041	6,570
10-10-4310-008 Board Member Salary	3,000	1,125	3,000
10-10-4310-009 Employer Portion PR Taxes	119,270	105,747	121,590
10-10-4310-010 Retirement Contributions	163,270	143,096	169,380
10-10-4310-011 Health Insurance	225,600	208,198	216,000
10-10-4310-013 Unemployment Compensation	3,000	1,125	3,000
10-10-4310-014 Worker's Compensation	35,940	27,980	36,184
10-10-4310-015 Employee Health and Wellness	1,000	2,170	1,000
10-10-4310-016 Uniforms	17,150	20,099	19,000




Line Item Budget FY2021-2022

	2020-2021 Budget	2020-2021 Projection	2021-2022 Budget
10-10-4310-017 Training	6,000	3,027	9,000
10-10-4310-019 Legal Fees	9,000	9,000	9,000
10-10-4310-020 Medical/New Hire Expenses	3,000	2,937	3,500
10-10-4310-021 Supplies/Materials	3,000	1,697	3,000
10-10-4310-022 Meetings/Events	6,000	2,705	7,000
10-10-4310-023 Dues/Subscriptions/Pub	1,100	1,219	1,100
10-10-4310-024 Buildings and Grounds	2,000	3,100	2,000
10-10-4310-025 Vehicle Maintenance	34,500	34,138	38,000
10-10-4310-026 Office Supplies	6,000	4,063	6,000
10-10-4310-027 Postage	400	228	400
10-10-4310-029 Inventory/Equipment	15,000	1,907	15,000
10-10-4310-030 Computer and Related	21,100	8,264	21,100
10-10-4310-031 Travel	4,000	1,350	4,000
10-10-4310-032 Telephone/Communications	17,000	18,108	17,000
10-10-4310-035 Repairs/Maintenance - Equipment	9,700	3,369	9,700
10-10-4310-036 Fuel	60,000	48,998	64,000
10-10-4310-038 Guns and Ammunition	5,000	3,170	7,500
10-10-4310-039 Outside Services	14,570	2,203	15,700
10-10-4310-040 Crime Lab Expense	10,000	16,845	8,750
10-10-4310-042 Equipment Rental	6,100	5,571	6,300
10-10-4310-043 Vehicle Purchase	77,000	74,554	123,200
10-10-4310-044 Investigation Expense	5,000	3,933	5,000
10-10-4310-045 Insurance	31,000	27,087	31,000
10-10-4310-047 Fundraising Expense	-	-	-



Line Item Budget FY2021-2022

	2020-2021 Budget	2020-2021 Projection	2021-2022 Budget
10-10-4310-049 Miscellaneous	5,000	3,229	5,000
10-10-4310-060 K-9 Unit	10,000	4,028	8,700
10-10-4310-097 Contingency		-	-
10-10-4310-125 Vehicle Maintenance - Ins Reimbursed		-	-
10-10-4310-149 Emergency Services & Supplies	-	1,122	2,500
10-10-8120-099 Capital Outlay	99,270	91,627	42,400
	2,660,770	2,356,083	2,706,100
Change from Prior Yr Budget		(19,684)	
Governor's Highway Safety Program - Expenses			
10-10-4410-070 DOJ-Bullet Proof Vest Grant	-	2,175	-
10-10-4410-090 Grant Expense - GCC	-	1,500	-
10-10-4420-030 Department of Justice	-	-	-
10-10-4420-040 Department of Treasury	25,000	2,867	25,000
10 Public Safety	2,685,770	2,362,625	2,731,100
			45,330
20 Transportation 			
4510 Streets and Highways			
10-20-4510-000 Salaries and Wages	77,450	77,458	80,135
10-20-4510-007 Supplemental Retirement (401K)	3,825	-	4,015
10-20-4510-008 Board Member Salary	1,800	675	1,800
10-20-4510-009 Employer's Portion of PR taxes	6,090	5,209	6,160
10-20-4510-010 Retirement Contribution	7,950	7,762	9,200
10-20-4510-011 Health Insurance	8,400	8,730	8,400
10-20-4510-013 Unemployment Compensation	-	-	-
10-20-4510-014 Workers Compensation	1,260	1,734	1,690
10-20-4510-016 Uniforms	-	-	500
10-20-4510-017 Training	2,000	30	3,000
10-20-4510-021 Supplies/Materials	600	728	600
10-20-4510-023 Dues Subscriptions Memberships	5,325	2,675	6,200
10-20-4510-025 Vehicle Maintenance	500	-	500
10-20-4510-026 Office Supplies	600	236	300
10-20-4510-029 Inventory/Equipment	-	-	-
10-20-4510-030 Computer and related	4,000	4,000	4,000
10-20-4510-031 Travel	3,000	-	3,000
10-20-4510-032 Telephone	600	535	600
10-20-4510-033 Utilities			
	111,500	112,976	120,000



Line Item Budget FY2021-2022

	2020-2021 Budget	2020-2021 Projection	2021-2022 Budget
10-20-4510-034 Signage	75,000	25,000	205,000
10-20-4510-036 Fuel	600	265	600
10-20-4510-039 Outside Services	3,900	3,577	48,900
10-20-4510-043 Vehicle Purchase	-	-	-
10-20-4510-045 Insurance	300	135	300
10-20-4510-049 Miscellaneous	800	1,010	800
10-20-4510-061 Engineering/Inspections	5,000	2,500	5,000
10-20-4510-062 Paving/Resurfacing	-	-	150,000
10-20-4510-066 Traffic Control	1,616,866	1,616,866	-
10-20-4510-069 Sidewalks	-	-	-
10-20-4510-070 TIA Consulting	60,000	41,903	20,000
10-20-4510-097 Transportation Study/Plan	2,500	-	27,400
10-20-4510-099 Capital Outlay	-	-	15,000
4510 Streets & Highways	1,999,866	1,914,006	723,100
Change from Prior Yr Budget			
4610 Powell Bill			
10-20-4610-060 Powell - Right of Way	-	-	-
10-20-4610-061 Powell - Inspections/Engineering	-	-	-
10-20-4610-062 Powell - Paving/Resurfacing	320,000	320,000	460,000
10-20-4610-063 Powell - Maintenance	-	-	-
10-20-4610-066 Powell - Traffic Control	-	-	-
10-20-4610-069 Powell - Sidewalks	113,200	80,000	53,700
4610 Powell Bill	433,200	400,000	513,700
20 Transportation	2,433,066	2,314,006	1,236,800
Change from Prior Yr Budget	816,200	697,140	1,196,266
30 Environmental Protection			
10-30-4710-039 Sanitation	1,020,000	978,278	1,050,600
10-30-4710-049 Yard Waste	-	-	-
30 Environmental Protection	1,020,000	978,278	1,050,600
Change from Prior Yr Budget	-	-	3.00%
40 Economic and Physical Development			
10-40-4910-000 Salaries and Wages - Regular	181,370	176,892	191,980
10-40-4910-007 Supplemental Retirement (401k)	9,080	7,636	9,590



Line Item Budget FY2021-2022

	2020-2021 Budget	2020-2021 Projection	2021-2022 Budget
10-40-4910-008 Board Member Salary	3,600	4,500	3,600
10-40-4910-009 Employer Portion of PR Taxes	14,150	13,809	14,710
10-40-4910-010 Retirement Contributions	18,610	17,859	22,060
10-40-4910-011 Health Insurance	25,200	19,936	26,400
10-40-4910-013 Unemployment Contribution	-	629	-
10-40-4910-014 Worker's Compensation	1,540	1,527	2,160
10-40-4910-017 Training	6,000	1,955	6,000
10-40-4910-019 Legal	62,000	60,405	62,000
10-40-4910-021 Supplies/Materials	2,000	2,066	2,000
10-40-4910-022 Meetings/Events	2,000	715	1,200
10-40-4910-025 Vehicle Maintenance	2,850	1,123	3,000
10-40-4910-026 Office Supplies	1,000	455	1,000
10-40-4910-029 Inventory/Equipment	1,200	682	3,000
10-40-4910-030 Computer Related	5,000	4,800	6,500
10-40-4910-031 Travel	2,000	1,000	2,000
10-40-4910-032 Telephone	2,200	1,856	2,200
10-40-4910-036 Fuel	2,000	1,059	1,500
10-40-4910-037 Advertising	3,000	2,636	3,000
10-40-4910-039 Outside Services	15,300	8,531	12,000
10-40-4910-043 Vehicle Purchase	-	-	-
10-40-4910-045 Insurance (Vehicle)	1,200	406	1,200
10-40-4910-047 Nuisance Abatement/Code Enforcement	5,000	2,000	5,000
10-40-4910-049 Miscellaneous	2,500	900	2,500
10-40-4910-060 Town Beautification	20,000	4,000	20,000
10-40-4910-099 Capital Outlay	-	-	-
40 Economic and Physical Development	388,800	337,378	404,600
Change from Prior Yr Budget			15,800
60 Debt Service			
10-60-9110-000 Debt Service	-	-	-
10-60-9110-075 Note Principal	291,800	291,800	291,800
10-60-9110-076 Interest on Note	88,100	88,098	77,200





Line Item Budget FY2021-2022

	2020-2021 Budget	2020-2021 Projection	2021-2022 Budget
60 Debt Service	379,900	379,898	369,000
70 Public Works			
10-70-4570-000 Salaries and Wages - Regular	93,640	93,230	97,810
10-70-4570-007 Supplemental Retirement (401k)	4,670	3,898	4,870
10-70-4570-009 Employer Portion PR Taxes	7,160	6,982	7,480
10-70-4570-010 Retirement Contribution	9,640	9,450	11,270
10-70-4570-011 Health Insurance	16,800	17,460	16,800
10-70-4570-014 Worker's Compensation	5,290	1,014	4,070
10-70-4570-015 Employee Health and Welfare	-	53	-
10-70-4570-016 Uniforms	1,200	855	2,000
10-70-4570-017 Training	2,000	2,000	2,000
10-70-4570-021 Supplies/Materials	4,500	3,106	5,100
10-70-4570-023 Dues/Subscriptions/Pub	400	400	-
10-70-4570-024 Buildings and Grounds - Gen Govt	10,200	11,640	10,100
10-70-4570-025 Vehicle Maintenance	4,800	1,902	3,500
10-70-4570-026 Office Supplies	1,500	1,411	1,500
10-70-4570-029 Inventory/Equipment	37,000	32,860	13,000
10-70-4570-030 Computer and Related	400	910	9,700
10-70-4570-031 Travel/Mileage	1,000	1,300	1,000
10-70-4570-032 Telephone	2,500	1,890	2,500
10-70-4570-033 Utilities	9,000	2,449	6,000
10-70-4570-035 Repairs/Maint (Equipment)	2,000	940	3,000
10-70-4570-036 Fuel	3,500	1,828	3,500
10-70-4570-039 Outside Services	21,000	17,787	52,200
10-70-4570-042 Equipment Rental	1,000	684	1,000
10-70-4570-045 Insurance	1,600	1,393	1,500
10-70-4570-049 Miscellaneous	1,000	439	1,500
10-70-4570-149 Emergency Supplies/Services	-	805	1,000
10-70-4570-099 Capital Outlay	62,000	61,061	35,000
70 Public Works	303,800	277,747	297,400



Line Item Budget FY2021-2022

Change from Prior Yr Budget

80 Cultural and Recreation



	2020-2021 Budget	2020-2021 Projection	2021-2022 Budget
		939	(6,400)
10-80-6130-000 Salaries and Wages - Regular	224,210	218,895	251,740
10-80-6130-007 Supplemental Retirement (401k)	11,200	9,986	12,590
10-80-6130-008 Board Member Salary	4,200	1,575	4,200
10-80-6130-009 Employer Portion of PR Taxes	17,430	16,688	19,290
10-80-6130-010 Retirement Contributions	23,000	20,655	28,890
10-80-6130-011 Health Insurance	33,600	34,250	34,800
10-80-6130-013 Unemployment	1,200	450	1,200
10-80-6130-014 Worker's Compensation	5,100	4,867	8,040
10-80-6130-016 Uniforms	1,000	105	1,000
10-80-6130-017 Training	5,000	3,189	5,000
10-80-6130-020 New Hire Cost/Random Drug Testing	-	-	-
10-80-6130-021 Supplies and Materials	4,800	3,835	4,800
10-80-6130-022 Meetings	2,400	1,860	2,400
10-80-6130-023 Dues/Subscriptions/Pub	2,500	3,386	5,000
10-80-6130-024 Buildings and Grounds	33,000	20,000	25,000
10-80-6130-025 Vehicle Maintenance	1,200	459	1,200
10-80-6130-026 Office Supplies	3,000	1,215	3,000
10-80-6130-029 Inventory/Equipment	36,000	25,000	36,000
10-80-6130-030 Computer and related	4,500	3,500	4,500
10-80-6130-031 Travel	3,500	1,500	3,500
10-80-6130-032 Telephone	1,950	1,834	1,950
10-80-6130-033 Utilities	30,000	19,329	25,000
10-80-6130-035 Repairs/Maint. - Equipment	30,000	10,028	30,000
10-80-6130-036 Fuel	800	300	800
10-80-6130-037 Advertising	3,750	1,000	2,000



Line Item Budget FY2021-2022

	2020-2021 Budget	2020-2021 Projection	2021-2022 Budget
10-80-6130-039 Outside Services	58,500	35,012	83,500
10-80-6130-042 Equipment Rental	3,000	3,169	3,600
10-80-6130-045 Property Insurance	4,000	1,630	4,000
10-80-6130-049 Miscellaneous	360	120	200
10-80-6130-080 Grant Expense	-	-	-
10-80-6130-081 Recreation Programming	13,000	5,000	10,000
10-80-6130-090 Park Events	70,000	17,377	60,000
10-80-6130-097 Management Contingency	3,000	8,323	2,500
10-80-6130-149 Emergency Supplies/Services	-	-	-
10-80-6130-099 Capital Outlay	50,000	31,940	615,000
80 Cultural and Recreation	685,200	506,476	1,290,700
Change from Prior Yr Budget			605,500
10-99-9840-096 Transfer to Capital Project Fund	-	-	-
10-99-9840-097 Transfer to Cap Proj Fund - Potter Rd Pleasant Plains	1,700,000	-	-
10-99-9840-098 Transfer to Cap Proj Fund - NTH & PW Bldg.	6,000	5,720	-
10-99-9910-097 Contingency	100	-	100
TOTAL EXPENDITURE	11,324,136	8,412,558	8,853,200
8,001,170	9,618,036	1,573,242	8,853,100
41 Streetscape/Pleasant Plains Improvement (Capital Project)			9,343,200
REVENUE:			
41-00-3839-430 Transfer from Current Year Revenues	-	-	-
41-00-3984-097 Transfer from General Fund	1,700,000	-	-
TOTAL REVENUE	1,700,000	-	-
EXPENDITURE:			
41-85-8170-058 Capital Outlay - Bldgs/Structures	1,695,000	-	-
41-85-8170-061 Engineering/Architecture	-	-	-
41-85-8170-087 Testing and Geotechnical	5,000	-	-
41-85-8170-088 Right of Way Acquisition	-	-	-
TOTAL EXPENDITURE	1,700,000	-	-



Line Item Budget FY2021-2022

	2020-2021	2020-2021	2021-2022
	<i>Budget</i>	<i>Projection</i>	<i>Budget</i>
42 New Town Hall and Public Works Buildings (Capital Project)			
REVENUE:			
42-00-3839-430 Transfer from Currently Year Revenue		-	-
42-00-3990-097 Transfer in From General Fund	6,000	5,720	-
Proceeds from LT Debt - Capital Project Fund Appropriation		-	-
Storm Water Fund Appropriation		-	-
42-00-3831-804 Interest			-
TOTAL REVENUE	6,000	5,720	-
EXPENDITURE:			
42-90-8190-019 Legal			-
42-90-8190-028 Bank Fees			-
42-90-8190-058 Capital Outlay - Construction Costs	6,000	5,720	-
42-90-8190-061 Engineering/Architecture			-
42-90-8190-075 Note Principal			-
42-90-8190-076 Capitalized Interest on Note			-
42-90-8190-049 Miscellaneous			-
42-90-8190-086 Site Preparation			-
42-90-8190-087 Testing and Geotechnical			-
42-90-8190-099 Capital Outlay - Furniture			-
	6,000	5,720	-
67 Storm Water Fund			
REVENUE:			
67-11-3197-100 Storm Water Tax - Current	515,000	479,328	490,000
67-11-3831-800 Investment Earnings	-	-	-
67-11-3831-804 Interest	500	87	100
67-11-3839-900 SW Fund Appropriated Fund Balance	-	-	-
67-11-3991-600 SW Appropriated Fund Balance	-	-	-
TOTAL REVENUE	515,500	479,415	490,100
EXPENDITURE:			
67-97-7510-000 Salaries and Wages - Regular	77,450	75,607	80,135
67-97-7510-007 Supplemental Retirement (401K)	3,880	1,650	4,015
67-97-7510-008 Board Member Salary	1,800	825	1,800
67-97-7510-009 Employer Portion PR tax	6,090	5,865	6,160
67-97-7510-010 Retirement Contribution	7,950	7,759	9,200
67-97-7510-011 Health Insurance	8,400	8,730	8,400
67-97-7510-013 Workers Compensation	1,460	1,734	1,690
67-97-7510-023 Dues/Subscriptions/Public	1,200	2,620	3,000
67-97-7510-024 Repairs/Maintenance - Minor	90,000	116,903	110,000
67-97-7510-029 Inventory/Equipment	2,000	1,000	2,000
67-97-7510-035 Repairs/Maintenance - Major	216,540	153,429	146,970



Line Item Budget FY2021-2022

67-97-7510-039 Outside Services

67-97-7510-030 Tax Collection Services

67-97-7510-049 Miscellaneous

67-97-7510-061 Engineering/Inspections

Contingency

67-99-7510-099 Transfer to Capital Project Fund

TOTAL EXPENDITURE

Total EXPENDITURES

	2020-2021 <i>Budget</i>	2020-2021 <i>Projection</i>	2021-2022 <i>Budget</i>
	90,000	76,336	85,000
	7,730	7,342	7,730
	-	-	-
	1,000	1,000	1,000
	-	-	23,000
	-	-	-
	515,500	460,800	490,100
	13,545,636	8,879,078	9,343,300



Town of
Stallings
 FY 21-22 Fee Schedule

LAND DEVELOPMENT FEES	
Residential	
Concept Plan Review	\$500.00
Major Subdivision Preliminary Review	
0 to 10 acres	\$2,000.00 plus \$350.00 for each acre or portion thereof
10+ acres	\$2,500.00 plus \$350.00 for each acre or portion thereof
Minor Subdivision Review	
Up to 5 lots created	\$50 for first lot plus \$100.00 for each additional lot
Final Subdivision Plat Review	
Per Map	\$275.00 plus \$50 per lot
Revisions	
Minor (5 lots or less)	\$250.00
Major (more than 5 lots)	\$500.00
Excessive	1/3 of total review cost
Storm Water Review Fees	
Surcharge per on site detention facility	\$500.00
Appeal of PCSWO	\$100.00
Commercial, Industrial or Non-Residential Plan Review	
New Construction	
0 to 10 acres	\$2,000.00 plus \$350.00 for each acre or portion thereof
10+ acres	\$2,500.00 plus \$350.00 for each acre or portion thereof
Expansion	
Less than 1 acre only	\$500.00
Revisions	
Minor	\$200.00
Major	\$500.00
Excessive	\$1/3 of total review fee
ZONING FEES	
Board of Adjustment Request	
Appeal Request	\$500.00 (legal fees that exceed \$1,500.00 will be charged to the applicant to cover costs to the Town)
Variance Request	\$300.00 - Residential / \$350.00 - Non-Residential
Planning Board Request	
Zoning Map Amendment - Conventional	
Less than 2 acres	\$200.00
2-10 acres	\$400.00
Greater than 10 acres	\$1,000.00
Zoning Map Amendment – Conditional Zoning	
Less than 2 acres	\$400.00
2-10 acres	\$800.00



Town of
Stallings
 FY 21-22 Fee Schedule

ZONING FEES, continued	
Greater than 10 acres	\$1,600.00
Conditional Use Permit Request	\$300.00
Zoning Text Amendment - UDO	\$500.00
Administrative Request	
Zoning Permit	
New Construction	\$75.00
Accessory Structure, Additions, Interior Upfit	\$50.00
Use Permit	\$50.00
Certificate of Zoning Compliance	
Residential – New Construction	\$100.00
Residential – Accessory Structures/Additions	\$50.00
Commercial	\$150.00
Letter of Zoning Compliance	\$50.00
Sign Permit	
Permanent	\$50.00
Temporary Banner	\$15.00
Development Agreement	\$8,500.00
Temporary Use Permit	\$50.00
Miscellaneous Fees	
Demolition Permit	\$50.00
Traffic Impact Analysis	Defined per TIA Ordinance (DO Article 7)
Annexation Fee (Voluntary)	\$300.00
Driveway Permit	\$100.00
Ordinance/Maps/Copies	
Copying of UDO	\$50.00
Maps (color)	
A Size (8.5 X 11)	\$1.00
B Size (11 x 17)	\$5.00
C Size (17 x 22)	\$10.00
D Size (22 x 34)	\$15.00
E Size (34 x 44)	\$20.00
Custom Maps	\$35.00 per hour rounded to ¼ hour
Copies	\$.10 per page
Audio CD of Meeting	\$1.00
Returned Check Fee	\$25.00

Any fee not listed specifically herein is officially set at the rate designated by the most recent Town Council decision on the matter.



Town of
Stallings
 FY 21-22 Fee Schedule

POLICE DEPARTMENT FEES	
Wrecker Services	
Vehicles 8,500 pounds or less (including passenger vans and motorcycles)	\$150 per vehicle
Waiting time after first hour of arrival	\$10 per hour
Winching service	\$30 per vehicle
Motorcycle towing (in addition to basic towing)	\$10
Tire Change	\$60 per vehicle
Out of gas	\$60 per incident
Unlock Vehicle	\$45 per vehicle
Gate Fee (if applicable) - Transport trucks, car haulers, and large equipment	\$25
Tarp Fee	\$10
Motorist Assist / Disabled Vehicles under 8,500 pounds	\$75 7:00 am to 7:00 pm
	\$85 7:00 pm to 7:00 am
Storage	\$25 per day
Clean up of debris or spilled cargo requiring more than 30 min to secure and remove	\$25 per hour
Towing more than one motorcycle	\$130 apportioned between each vehicle owner
Service charges for vehicles larger than 8,500 pounds or subject to Asset Forfeiture Evidence Holds	\$250
Miscellaneous Fees	
Fingerprint Card	\$5.00 for each card - 1st card free to Stallings Residents
Report Copies	No charge for reports only a few pages in length. The Town's per page fee may apply for large printing requests.

Any fee not listed specifically herein is officially set at the rate designated by the most recent Town Council decision on the matter.



Town of
Stallings

FY 21-22 Fee Schedule

CULTURAL AND RECREATION FEES		
Park Rental Fees		
	Resident	Non-Resident
Shelter A	\$30 / \$30 Deposit	\$50 / \$50 Deposit
Shelter D / Heath Guion Shelter	\$50 / \$50 Deposit	\$70 / \$70 Deposit
Picnic Pods	\$20 / \$20 Deposit	\$30 / \$30 Deposit
Park Staff Fee for Large Reservations		
	Charge per hour	
Hourly Basis	\$15.00 per staff member per hour	
Vendor Fees for Events		
Stallings Fest 2021		
Business and Craft Vendor	\$35.00	
Food and Dessert Vendor	\$50.00	
Summer Series 2021	One Night Event	Two Night Event
Food Vendor	\$50.00	\$50.00
Dessert Vendor	\$25.00	\$25.00
Other Events		
Business and Craft Vendor	\$20.00	
Food and Dessert Vendor	\$40.00	

CODE ENFORCEMENT FEES	
Per Violation	\$100.00 per code violation

Any fee not listed specifically herein is officially set at the rate designated by the most recent Town Council decision on the matter.

Capital Maintenance and Infrastructure Improvement Plan

Updated 6/10/2021

Adopted by Council on

\$XX,XXX

\$XX,XXX

\$XX,XXX

\$XX,XXX

Costs are accounted for in FY22 Budget (already appropriated)

Council Approved - Requires Fund Balance Appropriation

Estimated cost not included in Budget

Delayed to out years - excluded from Budget

6-10-21 - CIP Amended FY2022 updated

Potential Projects	Cost	2021	2022	2023	2024	2025	2026	Comments from
Government Owned Facilities - Buildings, Council Chambers, Community House	1,900,000							
New Community Building - Includes Park & Rec offices and storage	1,900,000							
Front Entrance to Old Town Hall - Replace Doors and install Key fob entry			28,900					
Land Investments	40,000							
Stallings Road Property (329 Stallings Road) - Demolition	20,000			20,000				
Stallings Road Property (325 Stallings Road) - Demolition	20,000			20,000				
Town Connectivity - Parks/Greenways/Trails	10,697,048							
Privette Road Park	56,000							
Playground Equipment, shade, turf and fence (2 phases)	56,000		5,000	23,000	28,000			
Stallings Municipal Park	310,000							
Stallings Park - Sprinkler System	50,000			50,000				
Stallings Park - Signage	10,000			10,000				
Stallings Park - Wifi	TBD			TBD				
Stallings Park - Camera System (needs Wifi)	TBD			TBD				
Stallings Park - 2 Playgrounds Replacement	250,000				250,000			
Blair Mill Park	575,000							
Site Specific Plan	-							
Engineering	500,000							
Blair Mill Park Turf Rejuvenation	TBD							
Blair Mill Park Signage	10,000		10,000					
Blair Mill Park Enhancements	50,000		50,000					
Blair Mill Park Storage	15,000			15,000				
Blair Mill Greenway (N1) - Vickery Portion	550,000							
Construction	550,000		550,000					
Blair Mill Park Implementation	4,332,448							
Phase I - Wetland Boardwalk and Environmental Education Platforms	734,679							
Phase II - Park Area	1,386,622							
Phase III - Water Lab Area	2,211,146							
Central Stallings Spine - Town Hall and Municipal Park (CS-1)	3,119,025							
Engineering	275,000				275,000			
Construction	2,844,025							
North Stallings Spine - Blair Mill Park to Stevens Mill Crossing	2,304,575							
Northern Suburban Spine	2,304,575							
Town Connectivity - Sidewalks	2,330,000							
Sidewalks:								
Lawyers Road (2A)	340,000					340,000		
Blair Mill Park to Shannamara Dr. (S-3A) - 2,600 ft. - Accounted for in Greenway MP (NS)	200,000							
Shannamara Dr. to Divide Dr. (S-3B) - 3,200 ft. - Accounted for in Greenway MP (NS)	250,000							
Divide Dr. to Greenway Ct. (S-3C) - 2,200 ft. - Accounted for in Greenway MP (NS)	350,000							

Capital Maintenance and Infrastructure Improvement Plan

Updated 6/10/2021

Adopted by Council on

\$XX,XXX

\$XX,XXX

\$XX,XXX

\$XX,XXX

Costs are accounted for in FY22 Budget (already appropriated)

Council Approved - Requires Fund Balance Appropriation

Estimated cost not included in Budget

Delayed to out years - excluded from Budget

6-10-21 - CIP Amended FY2022 updated

Potential Projects	Cost	2021	2022	2023	2024	2025	2026	Comments from
Chestnut Lane to Potter Road intersection (S-12) - Accounted for in Greenway MP (SS)	110,000							
Stallings Road from U.S. 74 to Stevens Mill Road (S-5) - Accounted for in Greenway MP (CS1)	460,000							
Smith Farm Rd. (Stallings Rd. to eoj) (S-13) - Accounted for in Greenway MP (C6)	80,000							
Campus Ridge Rd. (Old Monroe Rd. to eoj) (S-1) - Accounted for in Greenway MP (CS2)	200,000							
Lawyers Road (2B) (Buckingham to end of jurisdiction) (S-7)	340,000					340,000		
Equipment	1,414,952							
Computer Equipment - Repair/Replacement Plan Annually	212,000	42,000	20,000	50,000	50,000	50,000	50,000	
Police Department - Fleet Repair/Replacement Plan Annually	588,590	77,000	123,200	126,280	129,437	132,673	135,990	
Police Department - Lexipol policy Manual and Guardian Tracking	13,500	13,500	12,000	12,000	12,000	12,000		
Police Department - Body Camera Replacement	91,776	33,776	14,500	14,500	14,500	14,500		
Police Department - In-Car Camera Replacement	177,086	65,486	27,900	27,900	27,900	27,900		
Police Department - Portable Message Board for traffic control	12,000			12,000				
Public Works - Building and Grounds Contingency as building ages	30,000				10,000	10,000	10,000	
Public Works -HVAC Repairs/Replacement	120,000	20,000	20,000	20,000	20,000	20,000	20,000	
Public Works - Smart Meter Installation - Delayed	10,000			10,000				
Public Works - Zero Turn Mower	15,000		15,000					
Public Works - Tractor Attachments	10,000							
Public Works - Lift for Maintenance Shop	10,000							
Public Works - Vehicle Replacement	40,000					40,000		
Planning/Zoning - Vehicle Replacement	35,000					35,000		
Park & Rec - Pickup Truck & Trailer	50,000			50,000				
Park & Rec - Permanent Structure for Farmers Market	TBD				TBD			
Transportation	5,631,610							
Infrastructure Improvements:								
Streetscape and Signage	\$ 1,705,000							
Signage - Street Sign Change	5,000		5,000					
Stallings & Greenway Signage - Const Documents & Monument Gateway Signage	50,000	50,000						
Gateway Signage @ Atrium Roundabout	200,000		200,000					
Idlewild Corridor	400,000							
Old Monroe Road Corridor	800,000							
Stallings Elementary School Area	250,000							
Down Town	\$ 846,810							
DFI Downtown Feasibility Assessment - Phase I	75,000		75,000					
DFI Downtown Feasibility Assessment - Phase II	TBD		TBD					
Downtown Site Control & Implementation Costs	TBD		TBD					
Downtown Streetscape Phase 1 - Curb, Gutter & Parking on Stallings Rd - Eng & Constuction	185,180							Survey, Site, Storm Water, Curb & Gutter, Paving, Striping
Downtown Streetscape Phase 2 - Add Sidewalks & Streetscape - Eng & Construction	178,975							Survey, Trees, Colored concrete, brick pavers, street lighting
Downtown Streetscape Phase 3 - Plazas & Side Parking - Eng & Construction	407,655							Survey, benches, pavers, lattice brick wall, pergola & tables, plaza lighting, planters, sculpture
Street Resurfacing and Sidewalks - Powell Bill + Additional Funds	\$ 3,054,800	\$ 400,000	\$ 663,700	\$ 663,700	\$ 663,700	\$ 663,700	663,700	Offsets expected revenue from Powell Bill

Capital Maintenance and Infrastructure Improvement Plan

Updated 6/10/2021
 Adopted by Council on

\$XX,XXX
 \$XX,XXX
 \$XX,XXX
 \$XX,XXX

Costs are accounted for in FY22 Budget (already appropriated)
 Council Approved - Requires Fund Balance Appropriation
 Estimated cost not included in Budget
 Delayed to out years - excluded from Budget

6-10-21 - CIP Amended FY2022 updated

Potential Projects	Cost	2021	2022	2023	2024	2025	2026	Comments from
Potter Road/Pleasant Plains Intersection	\$ -	-						Represents construction costs - ROW completed
Update Transportation Master Plan	\$ 25,000		25,000					
Total General Government	22,013,610	\$ 701,762	\$ 1,845,200	\$ 1,124,380	\$ 1,480,537	\$ 1,685,773	\$ 879,690	
Storm Water:	1,798,870							
Minor Projects	\$ 550,200	90,000	110,000	113,300	116,700	120,200	123,806	
Major Projects	\$ 828,670	216,200	146,370	150,800	155,300	160,000	164,800	
SW Annual Line Maintenance	\$ 340,000	60,000	70,000	70,000	70,000	70,000	70,000	Perform Annually
SW Street Sweeping	\$ 80,000	\$ 20,000	\$ 15,000	15,000	15,000	15,000	15,000	Perform Annually to Semi-annual
SW Contingency	\$ 122,110	\$ 23,000	\$ 23,690	\$ 24,401	\$ 25,133	\$ 25,887	\$ 26,663	Contingency for Additional or future repairs
Total General Government and Storm Water	23,812,480	\$ 1,110,962	\$ 2,210,260	\$ 1,497,881	\$ 1,862,670	\$ 2,076,860	\$ 215,990	



MEMO

To: Stallings Town Council
From: Ashley Platts, Parks & Recreation Director
Via: Alex Sewell, Town Manager
Date: June 23, 2021
RE: **Stallings Fest 2021**

Background/Issue:

The Town's annual premiere event, Stallings Fest, was tentatively scheduled for Saturday, October 23, 2021, at Stallings Park. Due to constant changing mass-gathering protocols throughout this calendar year, staff have been conservative with regards to pre-booking vendors too far in advance to prevent paying cancellation fees or losing deposits. To finalize our planning process, we need input from Council in two important areas:

1) **Fireworks**

Determining if we have fireworks at this event will help us make decisions in three key areas:

a) final budget allocations b) timeframe for event c) logistical concerns (e.g. parking, layout, property owner permission, fire permit, noise ordinance, etc.)

2) **Amusements**

Amusements have traditionally been most of the budgeted expenditures for Stallings Fest (just behind fireworks). One concern staff has encountered is the availability of affordable amusements for the date tentatively selected. Depending on the proposals received, we may have to change the date of the event match the availability of the amusements or proceed without amusements.

Requested Actions:

Staff seeks Council's guidance on pivotal planning decisions for this year's Stallings Fest.

- 1) Advise staff on Council's preference regarding fireworks at this year's Stallings Fest. Yes/No
- 2) Advise staff on Council's preference regarding amusements at this year's Stallings Fest.
 - a. Yes – amusements (may require a date change)
 - b. No – amusements



MEMO

To: Town Council

From: Alex Sewell, Town Manager

Date: 6/23/21

Re: Bypass Landscaping – NCDOT Presentation

Purpose: This memorandum provides background regarding NCDOT's upcoming presentation on the landscaping plan in the Monroe Bypass area.

Background:

- For several years, the Town has been exploring with NCDOT ways to enhance the aesthetic appearance of landscaping around the Monroe Bypass area in Stallings.
- NCDOT has indicated that it is willing to install landscaping in this area if the Town will commit to maintain it in the future. The current draft FY 21-22 budget has \$45,000 in it for annual maintenance cost of this area.
- Prior to bringing to Council for feedback, Staff met with NCDOT to review the plans and make some suggestions aimed at ensuring the area looks attractive while at the same time ensuring that plants were hardy and maintenance costs would be limited in the long-term.
- On 5/10/21, Staff walked the Town Council through the current draft plan for the areas surrounding the intersections of the bypass and Stallings Road, and Marie Garris Road.
 - o Staff shared the following suggestions to reduce maintenance costs in the future:
 - Eliminate plantings behind jersey walls and replace with stone, decorative where visible.
 - Spread out plantings on Marie Garris Drive and eliminate sod areas.
 - In all areas, spread out plantings and eliminate sod.
 - On the hill bank in front of the hospital, spread out plantings and eliminate sod.
 - Eliminate irrigation.
 - o Council feedback at this meeting was noted as follows:
 - Would like to see irrigation back in.
 - Add in annual beds.

- On 5/26/21, Town officials met with NCDOT to relay Council Member feedback and discuss. Here are the notes:

- o NCDOT feedback:

- Area around bypass will be harsh conditions for plants for a variety of reasons including petroleum saturation. Plants selected are battle-tested for this environment and selected for these terrible environmental circumstances. Annuals typically will not thrive in this environment or will need to be maintained regularly.
- Annuals and irrigation will increase cost to Town.
- SB 628 - Bill introduced in General Assembly that would require NCDOT plantings be only native species. Most of design consists of natives, but the bill would require NCDOT to take a number of plantings out and replace with natives (would really affect trees, likely be redbuds which have hardiness challenges in this environment).
- Further Council feedback/questions:
 - Add any Hoshini Cherry trees?
 - o NCDOT response: Love the flower display in spring. Not hardy in this environment, high maintenance, likely will not live as long and as happily like in regular yard. Would not recommend.
 - Can we add a mix between the lavender and deep purple color trees?
 - o NCDOT response: Yes, unless the bill passes, then it would likely be replaced with a redbud.
- All agreed on value on removing sod areas and expand plantings. On the major slope in front of the hospital, discussed expanded plantings and some sort of decorative stone.
- Agreed having NCDOT come to a future Council Meeting to get direction is the best approach.

- NCDOT Aesthetic Engineering Section Supervisor Jeff Lackey is scheduled to participate in the 6/28/21 Council Meeting to discuss the draft plan generally and to get more feedback from the Council.



MEMO

To: Town Council
From: Alex Sewell, Town Manager
Date: 6/23/21
RE: U-5112 – Potter-Pleasant Plains Intersection

Purpose: This memorandum’s purpose is to provide background, an update on the above referenced project, and seek Council direction.

Background:

- The Town has been working in partnership with NCDOT and Union County to expedite needed improvements to the intersection of Potter Road and Pleasant Plains Road using a mix of local and State/Federal funds.
- In January 2014, the Town entered into two separate agreements, one with NCDOT and the other with Union County.
 - o The 2014 Union County agreement called for the County to be responsible for certain sewer improvements.
 - o The 2014 NCDOT agreement is enclosed below. This was agreed to be a locally administered project with NCDOT providing oversight. Here is the agreement’s funding table:

Funding Source	Federal Funds Amount	Notes
HSIP (Federal)	\$825,000	Reimbursable
STP-DA (Federal)	\$1,600,000	Reimbursable
STP-DA (Local)	\$400,000	Non-Reimbursable
Total NCDOT Agreement	\$2,825,000	
Total Reimbursed	\$2,425,000	

- This agreement specifies that activities eligible for reimbursement include:
 - ROW acquisition;
 - Utility relocation; and
 - Construction.

- Please note that the above list does not include design costs, which is to be covered 100% by the Town (except for some utility work agreed to by the County) and is in addition to the \$400,000 Town commitment.
 - Also note that the Town agreed to assume all maintenance responsibilities for the safety improvements to Potters Road (SR 1357).
 - The agreement contemplated the project being completed by 12/31/2016. DOT had advised a supplemental agreement will be needed here to move forward.
- The Town has completed engineering/design¹ and ROW acquisition.
 - Private utilities have been largely relocated.
 - In 2020, NCDOT indicated it was suspending the construction phase for the project due to declining revenues because of the pandemic.
 - In March 2021, the Town received an updated cost estimate showing a significant gap between the cost of the project and the original reimbursement allowance to the Town from NCDOT and Union County.
 - NCDOT had indicated that the Town is responsible for any budget funding shortfalls above the amounts set in the 2014 agreement unless the Town can secure funds through the Charlotte Regional Transportation Planning Organization (CRTPO) or by other means.
 - Over the course of several Council meetings in April and May 2021, the Town identified a threefold approach to address the identified budget gap for this project:
 - First, to pursue budget shortfall funding through the Charlotte Regional Transportation Planning Organization (CRTPO).
 - Second, to coordinate with state elected officials in an effort to secure additional project funds from the State; and
 - Third, to request NCDOT conduct repairs at the intersection to address the immediate need for maintenance until construction begins.

Update:

- On 4/30/21, the Town submitted a formal application to CRTPO for additional budget shortfall funding.
- On 6/17/21, the Town was informed that CRTPO had approved budget shortfall funding in the amount of \$2,197,600 which requires an additional 20% local (Town) match of \$549,400.

¹ Landscape design has not been initiated yet. Adding landscaping was not part of the original budget (just sodding the area) but this is included in the construction budget (design + actual landscaping costs).

- Mayor Dunn has engaged with our local state elected officials. Rep. Arp reports that potential funding availability for this project will be unknown until the August/September timeframe due to the State's calendar.
- After the Town requested the NCDOT conduct intersection repairs to address the immediate maintenance needs until construction potentially begins, NCDOT further investigated and determined that the entire intersection needs extensive resurfacing (estimated at \$300,000).
 - o NCDOT does not want to spend \$300,000 in public monies if it will be ripped out in the next year as part of anticipated construction. As a result, NCDOT has indicated that it will provide those resurfacing funds to help with project funding but plans to patch the intersection in the meantime. These funds will only be available if non-betterment costs exceed cost allowances including both through grant and local match funds.
- Please see an estimated breakdown of expenditures to date, estimated future expenses, and funding in the table below. **Unless otherwise noted, please note that these numbers are preliminary estimates. They can and likely will change for a variety of reasons as we move closer to and into actual construction.**

POTTER ROAD/ PLEASANT PLAINS SUMMARY		6/23/2021		
<u>ORIGINAL PROJECT FUNDING</u>				
FUND SOURCE	FEDERAL FUNDS AMOUNT	REIMBURSEMENT RATE	NON-FEDERAL MATCH \$ FROM TOWN	NON-FEDERAL RATE
HSIP	\$825,000	100%		R
STP - DA	\$1,600,000	80%	\$400,000	20%
Total	\$2,425,000			

COSTS TO DATE - TOWN OF STALLINGS COSTS			
ITEM	DESCRIPTION	COST (Paid Unless Noted Otherwise)	TOTAL TO DATE
1	RIGHT OF WAY ACQUISITION	\$1,183,091.59	
2	LEGAL	\$11,459.38	
3	KIMLEY HORN - DESIGN SERVICES	\$436,612.81	
4	THC - ROW ACQUISTION WORK	\$131,549.22	
5	SURVEY	\$760.00	
6	SEPTIC SERVICES	\$4,800.00	
7	DUKE ENERGY UTILITY RELOCATION (INCURRED)**	\$491,436.67	

8	DOT OVERSIGHT (INCURRED)	\$68,589.46	
	TOTAL COSTS PAID & INCURRED (-) DESIGN		\$1,891,686.32
	TOTAL COSTS PAID (-) DESIGN		\$1,559,666.93
TOTAL	TOTAL COSTS PAID & INCURRED TO DATE		\$2,328,299.13

**Paid \$228,006.74 of this amount already.

CONSTRUCTION COSTS - MOVING FORWARD

ITEM	DESCRIPTION	COST	TOTAL ESTIMATED COSTS TO COMPLETE
1	CONSTRUCTION ESTIMATE	\$3,856,439.25	
2	CONTINGENCY + ESCALATION (25%)	\$964,109.81	
3	CEI and NCDOT OVERSITE (20%)	\$771,287.85	
4	STATE SAP COMPUTER COSTS (2.6%)	\$158,165.11	
5	ENGINEER OF RECORD COORD., PLAN UPDATE, BID SUPPORT, ETC.	\$50,000.00	
6	DUKE ENERGY UTILITY RELOCATION (INCURRED)**	\$491,436.67	
7	LANDSCAPING	\$50,000.00	
8	LANDSCAPING DESIGN	\$5,000.00	
	TOTAL ESTIMATED CONSTRUCTION COSTS TO COMPLETE		\$6,346,438.70

**Paid \$228,006.74 of this amount already.

Estimated Construction Betterments			
ITEM	DESCRIPTION	COST	
1	Water & Sewer Upgrades	\$1,360,155.00	
2	Landscaping + Design	\$55,000.00	
3	Mast Arms Upgrade	\$100,000.00	
	TOTAL ESTIMATED BETTERMENTS	\$1,515,155.00	
	TOTAL ESTIMATED CONSTRUCTION COST MINUS BETTERMENTS	\$4,831,283.70	

ESTIMATED FUNDING AND POTENTIAL OUT OF POCKET COSTS

	DESCRIPTION	FUNDING	REMAINING FUNDING BALANCE
ORIGINAL FUNDING	TOTAL FEDERAL FUNDS	\$2,425,000.00	
	LESS REIMBURSEMENT FROM NCDOT	(\$1,215,505.05)	
	LESS NCDOT OVERSIGHT COSTS INCURRED	(\$68,589.46)	
	REMAINING ORIGINAL FEDERAL FUNDS AVAILABLE		\$1,140,905.49
ADDITIONAL COSTS	Administration, Grant Funding Support, Legal, Misc.	(\$10,000.00)	

	ESTIMATED COSTS INCURRED/TO COMPLETE	(\$6,346,438.70)	
UNION CO FUNDING	COUNTY SEWER REIMBURSEMENT (COSTS INCLUDED ABOVE)		\$936,175.00
	POTENTIAL OUT OF POCKET COSTS BEFORE ADDITIONAL FUNDS*		(\$4,279,358.21)
NEW FUNDING	CRTPO Budget Shortfall Funds Awarded		\$2,197,600
Total	Potential Estimated Out of Pocket*		(\$2,081,758.21)
	Additional NCDOT Funds to Be Spent Last on Non-Betterment Costs Above Estimates		\$300,000.00
*Based on estimates. Actual costs could be higher or lower.			

- Per the above chart, the Town’s estimated additional out of pocket cost for this project is **\$2,081,758.21** including a combined 25% contingency and escalation factor.² In contrast, the original 2014 agreement with NCDOT appears to contemplate a local commitment of \$400,000 (not including design).
- Any actual costs above estimated/funded amounts would be the Town’s responsibility except for the \$300,000 provided by NCDOT for costs beyond what is estimated/funded for non-betterment work.
- Notably, the Town Council could choose not to fund enhanced landscaping and just have grass around the intersection. This deletion is estimated to save about \$55,000.
- To move forward, the Town must enter into a supplemental agreement with NCDOT which is enclosed below. Several notable items from this supplemental agreement include:
 - o NCDOT will assume all maintenance responsibilities for the safety improvements, with the Town assuming all maintenance responsibilities for the new pedestrian improvements to the intersection. (This was all the Town’s responsibility in the original agreement).
 - o The Town shall complete the project by 5/1/23.
 - o Once the Town executes the agreement, NCDOT estimates it could take about 2 months for the agreement to receive the required formal approvals from Raleigh.
 - o The original agreement with NCDOT would otherwise remain valid.
- Please note that staff have worked diligently with representatives from CRTPO and NCDOT and done everything in our power to verify what parts

² A larger contingency and escalation factor is recommended due to current construction market conditions and potential timeline.

of the project are eligible for reimbursement. Unfortunately, not all items are not eligible for reimbursement.

- As discussed at the 6/14/21 Council meeting, the American Rescue Plan (ARP) expenditure rules are not out yet finalized and there are a lot of unknowns. However, the N.C. League of Municipalities has advised that the current interim guidance specifically excludes transportation infrastructure projects from eligibility.

Next Steps:

If the Town seeks to move forward, then the Town Council would need to approve the supplemental agreement and then send an executed agreement to NCDOT. NCDOT indicates it could take 2 months to get the agreement formally approved through its appropriate channels. In the meantime, there are still some loose ends the Town is tying up on our end which may require some cost commitments (CEI selection, finalizing environmental documents since it expired due to the delay, etc.), but nothing that is anticipated to delay the project if the Council seeks to move forward.

If the Council wishes to move forward with getting ready for letting the project, it is recommended that the Board authorize staff with a budget of \$50,000 to move forward. If the Town moves forward with this and awards a contract, staff would very cautiously project that construction work would likely begin in Q1 of 2022. However, there are numerous moving parts here so please understand this is a rough projection.

Options for Council's Consideration:

- 1.) Approve the NCDOT supplemental agreement, accept CRTPO funding, and direct staff to move forward towards letting the project with a budget of \$50,000, and let the project with the understanding that the Town is responsible for covering budget funding shortfalls not covered by the NCDOT and Union County agreements.
 - a. Pros
 - i. The intersection improvement efforts could proceed.
 - ii. Project will likely be done quicker than the other options.
 - iii. Staff field more calls with concerns regarding this intersection than any other singular issue in Town.
 - iv. If the Town chose to not move forward with the project in the timeframe specified, the federal government/NCDOT

could/would likely make the Town repay the funds already reimbursed to the Town for work done thus far (over \$1.2 million plus NCDOT costs).

- v. The Town would still be able to see what bid amounts are received before awarding a construction contract.

b. Cons

- i. Potentially spending a significant amount of the Town's fund balance reserve funds on State roads.
- ii. Would potentially take away funds for Town operations, priorities, etc. and thus may potentially hinder future efforts.
- iii. Could be spending Town local funds when other further funding may be potentially available. Although, the Town could still pursue state fund simultaneously via our elected officials.
- iv. Numbers are estimates so the actual bids/construction cost could turn out to be higher (and again the Town would cover any additional costs above estimates and funding levels).

2.) Approve the NCDOT supplemental agreement, accept CRTPO funding, direct staff to move forward towards letting the project with a budget of \$50,000, but wait to see what funds (if any) can be secured by our state elected officials prior to letting the project, and only consider moving forward with letting once that is determined.

a. PROS

- i. Continuing pursuit of non-local funds which, if successful, would free up significant Town funds for Town operations and pursuit of priorities.
- ii. Still plan to move forward towards to address intersection issues.

b. CONS

- i. In the meantime, construction costs could go up. The Town may need to update plans and documents depending on timeline (which would likely come with a cost).
- ii. Further delay would likely be unpopular with some members of the public. In the meantime, the intersection would continue to function poorly.
- iii. Need to still meet the deadline contemplated in the agreement.

3.) Do not move forward with the project.

a. PROS

- i. The Town would not have to cover the estimated funding shortfall.

- ii. Would potentially put the responsibility of fixing the state road intersection with the state (NCDOT).
- b. CONS
- i. NCDOT has indicated that the federal government would likely request back funds received by the Town thus far (approximately \$1.216 million). NCDOT did not know if there would be any other penalties. If Council wishes to pursue this option, staff will research further.
 - ii. The Town would forego the benefit of project expenses paid/incurred by the Town to date.
 - iii. The intersection would continue to function poorly and there would be no anticipated timeframe/plan of when/how it would be fixed.
 - iv. Would likely be controversial with members of the public and likely increase distrust/confidence in the Town with some.
 - v. Could hinder our ability to get certain grants in the future.



CRTPO 2020 - 2029 TIP Amendments - 2021 Shortfall Awards

June 2021 TCC and Board Meetings

TIP Amendments							
TIP/STIP No.	Jurisdiction / Project Name	Category	Amendment Description	Funding Type	Current Phase	Funding Amt	FY
EB-5819	Town of Waxhaw Downtown Waxhaw pedestrian and bicycle facility enhancements.	Non-Highway (Bike & Ped)	Add funding to construction for FY 22 per the 2021 Shortfall application from Waxhaw.	BGDA	Construction	\$100,000	2022
				Local Match	Construction	\$100,000	2022
U-5112	Town of Stallings Pleasant Plains Road at Potters Road. Construct intersection improvements.	Urban Highway	Add funds to right-of-way and construction in FY 21 as per the 2021 Shortfall application from Stallings.	Local Match	Right-of-Way	\$135,200	2021
				BGDA	Right-of-Way	\$540,800	2021
				Local Match	Construction	\$414,200	2021
				BGDA	Construction	\$1,656,800	2021
U-6087	Village of Wesley Chapel Potter Road at Wesley Chapel Road. Construct roundabout.	Urban Highway	Add funds for engineering, right-of-way and construction in FY 22 as per the 2021 Shortfall application from NCDOT and Village of Wesley Chapel.	Local Match	Engineering	\$20,000	2022
				BGDA	Engineering	\$80,000	2022
				Local Match	Right-of-Way	\$63,200	2022
				BGDA	Right-of-Way	\$252,800	2022
				Local Match	Construction	\$65,400	2022
				BGDA	Construction	\$261,600	2022
U-6088	Village of Marvin New Town Road at Marvin Road. Construct roundabout.	Urban Highway	Add funding to construction for FY 22 per the 2021 Shortfall application from NCDOT and the Village of Marvin.	BGDA	Construction	\$362,000	2022
				Local Match	Construction	\$90,500	2022

Continued



CRTPO 2020 - 2029 TIP Amendments - Maintenance Awards

June 2021 TCC and Board Meetings

			TIP Addition				
TIP/STIP No.	Jurisdiction / Project Name	Category	Amendment Description	Funding Type	Current Phase	Funding Amt	FY
TBD	Iredell County Supplemental Maintenance Funding - Various Routes, Various Maintenance Activities Including Resurfacing, Pavement Striping, etc.	Highway & Intersection	Add various routes and maintenance activities to Iredell County. Projects may include, but not limited to, resurfacing, pavement restriping, etc., not previously programmed in FY 22.	BGDA-CV	Construction	\$975,000	2022
TBD	Mecklenburg County Supplemental Maintenance Funding - Various Routes, Various Maintenance Activities Including Resurfacing, Traffic Signal Loop Replacement, Pavement Restriping and Markets, Traffic Signal Upgrades, and Sign Replacement	Highway & Intersection	Add various routes and maintenance activities in Mecklenburg County. Projects may include, but not limited to, resurfacing, traffic signal loop replacement, pavement restriping, traffic signal upgrades, etc., not previously programmed in FY 22.	BGDA-CV	Construction	\$5,721,450	2022
TBD	Union County Supplemental Maintenance Funding - Various Routes, Various Maintenance Activities Including Resurfacing, Traffic Signal Loop Replacement, and Pavement Restriping	Highway & Intersection	Add various routes and maintenance activities within the CRTPO's boundaries of Union County. Projects may include, but not limited to, resurfacing, traffic signal loop replacement, pavement restriping, etc., not previously programmed in FY 22.	BGDA-CV	Construction	\$1,252,550	2022

NORTH CAROLINA
UNION COUNTY

SUPPLEMENTAL AGREEMENT

DATE: 6/22/2021

NORTH CAROLINA DEPARTMENT OF
TRANSPORTATION

TIP #: U-5112

AND

WBS ELEMENTS: PE _____

ROW 42374.2.1

TOWN OF STALLINGS

CON 42374.3.1

OTHER FUNDING: _____

FEDERAL-AID #: STPDA-1032(003)

CFDA #: 20.205

TOTAL SUPPLEMENTAL FUNDS [NCDOT PARTICIPATION] \$2,497,600

THIS AGREEMENT is made and entered into on the last date executed below, by and between the North Carolina Department of Transportation, an agency of the State of North Carolina, hereinafter referred to as the "Department", and the Town of Stallings, hereinafter referred to as the "Municipality."

WITNESSETH:

WHEREAS, the Department and the Municipality on 2/13/2014, entered into a certain Project Agreement for the original scope: widening improvements to Potters Road (SR 1357) and construction of selected turn lanes at its intersection with Pleasant Plains Road (SR 1364) in Stallings, programmed under Project U-5112; and,

WHEREAS, the Department has agreed to increase the funding and extend the completion date;

NOW THEREFORE, the parties wish to supplement the aforementioned Agreement whereby the following provisions are amended:

3. FUNDING

Subject to compliance by the Municipality with the provisions set forth in this Agreement and the availability of federal funds, the Department shall reimburse one hundred percent (100%) of eligible expenses incurred by the Municipality up to a maximum of Eight Hundred Twenty-Five Thousand Dollars (\$825,000) in HSIP funds. After reimbursement of HSIP funds, the Department shall

reimburse eighty percent (80%) of eligible expenses incurred by the Municipality up to a maximum of Three Million Seven Hundred Ninety-Seven Thousand, Six Hundred Dollars (\$3,797,600) in STBG-DA funds. After reimbursement of STBG-DA funds, the Department shall also reimburse up to a maximum amount of \$300,000 in state funds. The Municipality shall provide a local match to the federal funds, as detailed in the REVISED FUNDING TABLE below, and all costs that exceed the total estimated cost. The HSIP funds are only applicable towards reimbursement for right of way and turn-lane improvements at the intersection of Potters Road and Pleasant Plains Road.

REVISED FUNDING TABLE

Fund Source	Federal Funds Amount	Reimbursement Rate	Non-Federal Match \$	Non-Federal Match Rate	State Funds
HSIP (#4600)	\$825,000	100%	N/A	N/A	
STBG-DA (#4600)	\$1,600,000	80%	\$400,000	20%	
STBG-DA (#10896)	\$2,197,600	80%	\$549,400	20%	
State Funds (#10896)	N/A	100%	N/A	N/A	\$300,000
Subtotals	\$4,622,600		\$949,400		\$300,000
Total Estimated Cost			\$5,872,000		

WORK PERFORMED BY NCDOT

All work performed by the Department on this Project, including, but not limited to, reviews, inspections, and Project oversight, during any phase of the delivery of the Project, shall reduce the funding available to the Municipality under this Agreement. The Department will set aside seven percent (7%) of the total estimated cost, or \$411,040, to use towards the costs related to review and oversight of this Project, including, but not limited to review and approval of plans, environmental documents, contract proposals, engineering estimates, construction engineering and inspection oversight, and other items as needed to ensure the Municipality’s appropriate compliance with state and federal regulations.

In the event that the Department does not utilize all the set-aside funding, then those remaining funds will be available for reimbursement to the Municipality at the above reimbursement rate. For all costs of work performed on the Project, whether incurred by the Municipality or by the Department, the Municipality shall provide the non-federal match. The Department will bill the Municipality for the non-federal match of any costs that the Department incurs on the Project and for any costs that exceed the Total Estimated Cost.

TIME FRAME (PERIOD OF PERFORMANCE)

The Municipality shall complete the Project by May 1, 2023. Completion for this Agreement is defined as completion of all construction activities, acceptance of the project, and submission of a final reimbursement package to the Department.

If additional time is needed to complete the Project, then a supplemental agreement must be executed. The Department and/or FHWA reserves the right to revoke the funds awarded if the Municipality is unable to meet milestone dates included herein.

17. MAINTENANCE

Upon completion of the Project:

- A. The Department shall assume all maintenance responsibilities for the safety improvements to Potters Road (SR 1357) and Pleasant Plains Road (SR 1364).
- B. The Municipality, at no expense or liability to the Department, shall assume all maintenance responsibilities for the new pedestrian improvements to the intersection.

21. OTHER PROVISIONS

FACSIMILE SIGNATURES

A copy or facsimile copy of the signature of any party shall be deemed an original with each fully executed copy of the Agreement as binding as an original, and the parties agree that this Agreement can be executed in counterparts, as duplicate originals, with facsimile signatures sufficient to evidence an agreement to be bound by the terms of the Agreement.

Except as hereinabove provided, the Agreement heretofore executed by the Department and the Municipality on 2/13/2014, is ratified and affirmed as therein provided.

IN WITNESS WHEREOF, this Agreement has been executed, in duplicate, the day and year heretofore set out, on the part of the Department and the Municipality by authority duly given.

L.S. ATTEST:

TOWN OF STALLINGS

BY: _____

BY: _____

TITLE: _____

TITLE: _____

DATE: _____

DATE: _____

NCGS 133-32 and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

(SEAL)

(FINANCE OFFICER)

Federal Tax Identification Number

Remittance Address:

Town of Stallings
ATTN: Mr. Alex Sewell
PO Box 4030
Stallings, NC 28106

DEPARTMENT OF TRANSPORTATION

BY: _____

(CHIEF ENGINEER)

DATE: _____

APPROVED BY BOARD OF TRANSPORTATION ITEM O: _____ (Date)

NORTH CAROLINA

**LOCALLY ADMINISTERED PROJECT -
FEDERAL**

UNION COUNTY

DATE: 12/2/2013

NORTH CAROLINA DEPARTMENT OF
TRANSPORTATION

TIP #: U-5112

AND

WBS Elements: PE _____

ROW 42374.2.FD1

TOWN OF STALLINGS

CON 42374.3.FD1

OTHER FUNDING: _____

FEDERAL-AID NUMBER:

CFDA #: 20.205

Total Funds [NCDOT Participation] \$2,425,000

THIS AGREEMENT is made and entered into on the last date executed below, by and between the North Carolina Department of Transportation, an agency of the State of North Carolina, hereinafter referred to as the "Department" and the Town of Stallings, hereinafter referred to as the "Municipality".

WITNESSETH:

WHEREAS, Title 23, Sections 133(d)(3) and 133(f) of the US Code require suballocation of Surface Transportation Program Funds to urbanized areas; and,

WHEREAS, the Town of Stallings has requested federal funding for safety improvements to Potters Road (SR 1357), hereinafter referred to as the Project, in Union County, North Carolina; and,

WHEREAS, subject to the availability of federal funds, the Municipality has been designated as a recipient to receive funds allocated to the Department by the Federal Highway Administration (FHWA) up to and not to exceed the maximum award amount of \$2,425,000 for the Project; and,

WHEREAS, the Department has agreed to administer the disbursement of said funds on behalf of FHWA to the Municipality for the Project in accordance with the Project scope of work and in accordance with the provisions set out in this Agreement; and,

WHEREAS, the Department has programmed funding in the approved Transportation Improvement Program for the Project; and,

WHEREAS, the governing board of the Municipality has agreed to participate in certain costs and to assume certain responsibilities in the manner and to the extent as hereinafter set out; and,

WHEREAS, this Agreement is made under the authority granted to the Department by the North Carolina General Assembly including, but not limited to, the following applicable legislation: General Statutes of North Carolina (NCGS) Section 136-66.1, Section 136-71.6, Section 160A-296 and 297, Section 136-18, Section 136-41.3 and Section 20-169, to participate in the planning, construction and/or implementation of the Project approved by the Board of Transportation.

NOW, THEREFORE, this Agreement states the promises and undertakings of each party as herein provided, and the parties do hereby covenant and agree, each with the other, as follows:

1. GENERAL PROVISIONS

FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT

All parties to this Agreement, including contractors, subcontractors, and subsequent workforces, associated with any work under the terms of this Agreement shall provide reports as required by the Federal Funding Accountability and Transparency Act (FFATA) for this Project.

AGREEMENT MODIFICATIONS

Any modification to this Agreement will be agreed upon in writing by all parties prior to being implemented.

Any increases to the funding amount will be agreed upon by all parties by means of a Supplemental Agreement.

LOCAL PUBLIC AGENCY TO PERFORM ALL WORK

The Municipality shall be responsible for administering all work performed and for certifying to the Department that all terms set forth in this Agreement are met and adhered to by the Municipality and/or its contractors and agents. The Department will provide technical oversight to guide the Municipality. The Department must approve any assignment or transfer of the responsibilities of the Municipality set forth in this Agreement to other parties or entities.

PERSON IN RESPONSIBLE CHARGE

The Municipality shall designate a person or persons to be in responsible charge of the Project, in accordance with Title 23 of the Code of Federal Regulations, Part 635.105. The person, or persons, shall be expected to:

- Administer governmental project activities, including those dealing with cost, time, adherence to contract requirements, construction quality and scope of Federal-aid projects;
- Maintain knowledge of day to day project operations and safety issues;
- Make or participate in decisions about changed conditions or scope changes that require change orders or supplemental agreements;
- Visit and review the project in accordance with the project scope and scale;
- Review financial processes, transactions and documentation to reduce the likelihood of fraud, waste, and abuse;
- Direct project staff, agency or consultant, to carry out project administration and contract oversight, including proper documentation; and
- Be aware of the qualifications, assignments and on-the-job performance of the agency and consultant staff at all stages of the project.

The person in responsible charge must be a full-time employee of the Municipality, but the duties may be split among several employees, if necessary.

COMPLIANCE WITH STATE/FEDERAL POLICY

The Municipality, and/or its agent, including all contractors, subcontractors, or sub-recipients shall comply with all applicable Federal and State policies and procedures, stated both in this Agreement and in the Department's guidelines and procedures, including the *Local Programs Management Handbook*.

FAILURE TO COMPLY - CONSEQUENCES

Failure on the part of the Municipality to comply with any of the provisions of this Agreement will be grounds for the Department to terminate participation in the costs of the Project and, if applicable, seek repayment of any reimbursed funds.

2. SCOPE OF PROJECT

The Project consists of widening improvements to Potters Road (SR 1357) and construction of selected turn lanes at its intersection with Pleasant Plains Road (SR 1364) in Stallings.

The Department's funding participation in the Project shall be restricted to the following eligible items:

- ROW Acquisition
- Utility Relocation
- Construction

as further set forth in this Agreement.

3. FUNDING

Subject to compliance by the Municipality with the provisions set forth in this Agreement and the availability of federal funds, the Department shall participate up to a maximum amount of Two Million Four Hundred Twenty Five Thousand Dollars (\$2,425,000), as detailed below. The Municipality shall provide a local match, as detailed in the FUNDING TABLE below, and all costs that exceed the total estimated cost. The HSIP funds are only applicable towards reimbursement for right of way and turn-lane improvements at the intersection of Potters Road and Pleasant Plains Road.

FUNDING TABLE

Fund Source	Federal Funds Amount	Reimbursement Rate	Non-Federal Match \$	Non-Federal Match Rate
HSIP	\$825,000	100%		
STP-DA	\$1,600,000	80 %	\$400,000	20 %
Total Estimated Cost			\$2,825,000	

4. TIME FRAME

The Municipality, and/or its agent, shall complete pre-construction activities, to include Environmental Document, Right of Way Certification and final PS&E package, by 06/30/2015, in order to authorize construction funds prior to the end of the Federal Fiscal Year (September 30). In the event additional time is required to complete pre-construction activities, the Department will accept a written request for an extension of time as long as authorization of construction funds can still occur in the same Federal Fiscal Year. Any extensions of time beyond the current Federal Fiscal Year will require a supplemental agreement.

The Municipality shall complete the Project by 12/31/2016. Completion for this Agreement is defined as completion of all construction activities, acceptance of the project, and submission of a final reimbursement package to the Department.

The Department and/or FHWA reserves the right to revoke the funds awarded if the Municipality is unable to meet milestone dates included herein.

5. PRELIMINARY ENGINEERING AUTHORIZATION

If Preliminary Engineering is an eligible expense, then upon receipt of an executed agreement, the Department will authorize Preliminary Engineering funds and shall notify the Municipality, in writing, once funds have been authorized and can be expended. The Municipality shall not initiate any work, nor solicit for any professional services prior to receipt of written authorization from the Department to proceed. Any work performed, or contracts executed, prior to receipt of written authorization to proceed will be ineligible for reimbursement.

6. PROFESSIONAL AND ENGINEERING SERVICES

The Municipality shall comply with the policies and procedures of this provision if Preliminary Engineering and/or Construction Contract Administration is an eligible expense.

PROCUREMENT POLICY

When procuring professional services, the Municipality must adhere to Title 49 Code of Federal Regulations Part 18.36; Title 23 of the Code of Federal Regulations, Part 172; Title 40 United States Code, Chapter 11, Section 1101-1104; NCGS 143-64, Parts 31 and 32; and the Department's *Policies and Procedures for Major Professional or Specialized Services Contracts*. Said policies and standards are incorporated in this Agreement by reference at www.fhwa.dot.gov/legisregs/legislat.html and www.ncleg.net/gascripts/Statutes/Statutes.asp.

- The Municipality shall ensure that a qualified firm is obtained through an equitable selection process, and that prescribed work is properly accomplished in a timely manner and at a just and reasonable cost.
- All Professional Services Firms shall be pre-qualified by the Department.
- If the proposed contract exceeds \$30,000, a pre-negotiation audit must be requested from the Department's External Audit Branch.

SMALL PROFESSIONAL AND ENGINEERING SERVICES FIRMS REQUIREMENTS

Any contract entered into with another party to perform work associated with the requirements of this Agreement shall contain appropriate provisions regarding the utilization of Small Professional Services Firms (SPSF). This policy conforms with the SPSF Guidelines as approved by the North Carolina Board of Transportation.

- The Municipality shall not advertise nor enter into a contract for services performed as part of this Agreement, unless the Department provides written approval of the advertisement or the contents of the contract.
- If the Municipality fails to comply with these requirements, the Department will withhold funding until these requirements are met.

WORK BY ENTITY

If the Professional and Engineering Services required for this project will be undertaken by the Municipality, and the Municipality requests reimbursement, then the Municipality must submit a request and supporting documentation to the Department for review and approval, prior to any work being initiated by the Municipality.

7. PLANNING / ENVIRONMENTAL DOCUMENTATION

The Municipality shall prepare the environmental and/or planning document, including any environmental permits, needed to construct the Project, in accordance with the National Environmental Policy Act (NEPA) and all other appropriate environmental laws and regulations. All work shall be performed in accordance with Departmental procedures and guidelines. Said documentation shall be submitted to the Department for review and approval.

- The Municipality shall be responsible for preparing and filing with all proper agencies the appropriate planning documents, including notices and applications required to apply for those permits necessary for the construction of the desired improvements. Copies of approved permits should be forwarded to the Department.
- The Municipality shall advertise and conduct any required public hearings.
- If any permit issued requires that action be taken to mitigate impacts associated with the improvements, the Municipality shall design and implement a mitigation plan. The Department will determine if any mitigation costs are eligible for reimbursement. The

Municipality shall bear all costs associated with penalties for violations and claims due to delays.

- The Municipality shall be responsible for designing an erosion control plan if required by the North Carolina Sedimentation Pollution Control Act of 1973, NCGS 113A, Article 4, incorporated in this Agreement by reference at www.ncleg.net/gascripts/Statutes/Statutes.asp and obtaining those permits required thereby in order to construct the Project. During the construction of the improvements, the Municipality, and its contractors and agents, shall be solely responsible for compliance with the provisions of said Act and the plan adopted in compliance therewith.

8. DESIGN

CONTENT OF PLAN PACKAGE

The Municipality, and/or its agent, shall prepare the Project's plans, specifications, and a professional estimate of costs (PS&E package), in accordance with the Department's guidelines and procedures, and applicable Federal and State standards. All work shall be submitted to the Department for review and approval. The plans shall be completed to show the design, site plans, landscaping, drainage, easements, and utility conflicts.

9. RIGHT OF WAY / UTILITY AUTHORIZATION

If the costs of right of way acquisition or utility relocation are an eligible expense, the Municipality shall submit a letter of request to the Department to authorize and set up right of way and/or utility funding. The acquisition for right of way, construction easements, and/or utility relocation may be undertaken only after the Municipality receives written authorization from the Department to proceed.

10. PROJECT LIMITS AND RIGHT OF WAY (ROW)

SPONSOR PROVIDES ROW

The Municipality, at no liability whatsoever to the Department, shall be responsible for providing and/or acquiring any required ROW and/or easements for the Project.

ROW GUIDANCE

The Municipality shall accomplish all ROW activities, including acquisition and relocation, in accordance with the following: Title 23 of the Code of Federal Regulations, Part 710, Subpart B and Title 49 of the Code of Federal Regulations, Part 24, [Uniform Act] incorporated by reference at www.fhwa.dot.gov/legregs/directives/fapgtoc.htm; NCGS, Chapter 133, Article 2, Sections 133-5 through 133-18, Relocation Assistance, incorporated by reference at www.ncleg.net/gascripts/Statutes/Statutes.asp; and the North Carolina Department of Transportation Right of Way Manual.

APPRAISAL

If the costs of ROW acquisition are an eligible expense, the Municipality shall submit the appraisal to the Department's Right of Way Branch for review and approval in accordance with Departmental policies and procedures.

CLEARANCE OF PROJECT LIMITS / ROW

The Municipality shall remove and dispose of all obstructions and encroachments of any kind or character (including hazardous and contaminated materials) from said ROW, with the exception that the Municipality shall secure an encroachment agreement for any utilities (which shall remain or are) to be installed within the ROW. The Municipality shall indemnify and save harmless the Department, Federal Highway Administration, and the State of North Carolina, from any and all damages and claims for damages that might arise on account of said right of way acquisition, drainage, and construction easements for the construction of said Project. The Municipality shall be solely responsible for any damages caused by the existence of said material now and at any time in the future and will save the Department harmless from any legal actions arising as a result of this contaminated and/or hazardous material and shall provide the Department with documentation proving the proper disposal of said material.

RELOCATION ASSISTANCE

The Municipality shall provide relocation assistance services and payments for families, businesses, and non-profit organizations being displaced by the Project in full accordance with the Federal relocation requirements of Title 49 Code of Federal Regulations, Part 24 [Uniform Act], as amended. Relocation assistance services and payments may be accomplished by contract with any other municipal corporation, or State or Federal agency, rendering such services upon approval by the Department and Federal Highway Administration.

11. UTILITIES

The Municipality, and/or its agent, at no liability to the Department, shall relocate, adjust, relay, change or repair all utilities in conflict with the Project, regardless of ownership. All utility work shall be performed in a manner satisfactory to and in conformance with State and Federal rules and regulations, prior to Municipality beginning construction of the project. This Agreement does not modify or supersede any existing Utility Encroachment Agreements that may be in place.

12. RIGHT OF WAY CERTIFICATION

The Municipality, upon acquisition of all right of way/property necessary for the Project, shall provide the Right of Way Agent, located at the Department's Local Right of Way Office, all required documentation (deeds/leases/easement/plans) to secure right of way certification from that office. Certification is only issued after all ROW is in public ownership or property is publicly accessible by a legal document and utilities in conflict with the project are relocated.

13. CONSTRUCTION AUTHORIZATION

The Municipality shall submit the required environmental and/or planning document, ROW certification, final construction plans, total contract proposal, and an estimate of Project costs (final PS&E package) to the Department for review and approval.

- After approval of all documentation, the Department will request construction authorization from the Federal Highway Administration.
- The Municipality shall not advertise for bids prior to receiving written construction authorization from the Department.

14. CONTRACTOR PROCUREMENT

ADVERTISE FOR BIDS

Upon receipt of written construction authorization from the Department, the Municipality may advertise the Project. The Municipality shall follow applicable Federal and/or State procedures pertaining to the advertisement of the Project, bid opening, and award of the contract, according to Title 49 of the Code of Federal Regulations, Part 18.36 and Title 23 of the Code of Federal Regulations, Part 633 and Part 635, incorporated by reference at

www.fhwa.dot.gov/legregs/directives/fapgtoc.htm; and NCGS, Chapter 143, Article 8 (Public Contracts), incorporated by reference at www.ncleg.net/gascripts/Statutes/Statutes.asp.

CONSTRUCTION CONTRACTOR REQUIREMENTS

All Contractors submitting bids on the project shall be pre-qualified by the Department. All proposed subcontractors must be pre-qualified before construction work begins. Any subcontractors who are proposed to meet the Disadvantaged Business Enterprise goal must be certified by the Department.

CONSTRUCTION SUBCONTRACTOR REQUIREMENTS

Any contract entered into with another party to perform work associated with the requirements of this Agreement shall contain appropriate provisions regarding the utilization of Disadvantaged Business Enterprises (DBEs), or as required and defined in Title 49 of the Code of Federal Regulations, Part 26 and the North Carolina Administrative Code. These provisions are incorporated into this Agreement by reference

<https://connect.ncdot.gov/projects/Contracts/Pages/LGA-Projects.aspx>.

- The Municipality shall not advertise nor enter into a contract for services performed as part of this Agreement, unless the Department provides written approval of the advertisement or the contents of the contract.
- If the Municipality fails to comply with these requirements, the Department will withhold funding until these requirements are met.

AWARDING CONTRACT

After the advertisement of the Project for construction bids, the Municipality shall request concurrence from the Department to award the construction contract by submitting a letter along with tabulated bids received depicting Disadvantaged Business Enterprises (DBE) goals, and a resolution recommending award of the Project to the lowest responsible, responsive bidder. The Department will review the submitted information and provide written approval to the Municipality prior to the contract being awarded by the Municipality.

DELAY IN PROCUREMENT

In the event the Project has not been let to contract within six (6) months after receiving construction authorization from the Department, the Municipality shall be responsible for

documenting to the Department justification for project delay and that the Project remains in compliance with the terms of this Agreement, the approved plans and specifications, and current codes.

FORCE ACCOUNT

Force account work is only allowed when there is a finding of cost effectiveness for the work to be performed by some method other than a contract awarded by a competitive bidding process, or there is an emergency. Written approval from the Department is required prior to the use of force account by the Municipality. Federal Highway Administration regulations governing Force Account are contained in Title 23 Code of Federal Regulations, Part 635.201, Subpart B; said policy being incorporated in this Agreement by reference www.fhwa.dot.gov/legregs/directives/cfr23toc.htm. North Carolina General Statutes governing the use of Force Account, Chapter 143, Article 8 (Public Contracts) can be found at www.ncleg.net/gascripts/Statutes/Statutes.asp.

15. CONSTRUCTION

The Municipality, and/or its agents shall construct the Project in accordance with the plans and specifications of the Project as filed with, and approved by, the Department. During the construction of the Project, the procedures set out below shall be followed:

CONSTRUCTION CONTRACT ADMINISTRATION

The Municipality shall comply with the NCDOT Construction Manual as referenced at <http://www.ncdot.org/doh/operations/dp%5Fchief%5Feng/constructionunit/formsmanuals/construction/>, which outlines the procedures for records and reports that must be adhered to in order to obtain uniformity of contract administration and documentation. This includes, but is not limited to, inspection reports, material test reports, materials certification, documentation of quantities, project diaries, and pay records. The Municipality, and/or its agent, shall perform the construction engineering, sampling and testing required during construction of the Project, in accordance with Departmental procedures, including the Department's Guide for Process Control and Acceptance Sampling and Testing. The Municipality shall document that said compliance was accomplished in accordance with State and Federal procedures, guidelines, standards and specifications.

RETAINAGE

The Municipality shall not retain any portion of a payment due the contractor.

SIGNAGE

The Municipality shall provide and maintain adequate signage and other warning devices for the protection of the public in accordance with the approved traffic control plans for the Project and the current edition of the Manual on Uniform Traffic Control Devices (MUTCD) for Streets and Highways, or any subsequent revision of the same, published by the Federal Highway Administration and effective at the time of award of the contract.

SITE LAYOUT

The Municipality shall be responsible for ensuring that all site layout, construction work, and Project documentation are in compliance with applicable city, state and federal permits, guidelines, and regulations, including American Association of State Highway and Transportation Officials (AASHTO) guidelines and Americans with Disabilities Act (ADA) Standards for Accessible Design (www.usdoj.gov/crt/ada/stdspdf.htm).

RIGHT TO INSPECT

The Department and representatives of the Federal Highway Administration shall have the right to inspect, sample or test, and approve or reject, any portion of the work being performed by the Municipality or the Municipality's contractor to ensure compliance with the provisions of this Agreement. Prior to any payment by the Department, any deficiencies inconsistent with approved plans and specifications found during an inspection must be corrected.

CONTRACTOR COMPLIANCE

The Municipality will be responsible for ensuring that the contractor complies with all of the terms of the contract and any instructions issued by the Department or FHWA as a result of any review or inspection made by said representatives.

CHANGE ORDERS

If any changes in the Project plans are necessary, the Department must approve such changes prior to the work being performed.

SHOP DRAWINGS

Shop Drawings shall be submitted in accordance with the approved plans and specifications and may require review by the Designer.

16. CLOSE-OUT

Upon completion of the Project, the Municipality shall be responsible for the following:

FINAL INSPECTION

The Municipality shall arrange for a final inspection by the Department. Any deficiencies determined during the final field inspection must be corrected prior to final payment being made by the Department to the Municipality. Additional inspection by other entities may be necessary in accordance with the Department's guidelines and procedures. The Municipality shall provide the Department with written evidence of approval of completed project prior to requesting final reimbursement.

FINAL PROJECT CERTIFICATION

The Municipality will provide a certification to the Department that all work performed for this Project is in accordance with all applicable standards, guidelines, and regulations.

17. MAINTENANCE

The Municipality, at no expense or liability to the Department, shall assume all maintenance responsibilities for the safety improvements to Potters Road (SR 1357), or as required by an executed encroachment agreement.

18. REIMBURSEMENT

SCOPE OF REIMBURSEMENT

Activities eligible for funding reimbursement for this Project shall include:

- ROW Acquisition
- Utility Relocation
- Construction

REIMBURSEMENT GUIDANCE

The Municipality shall adhere to applicable administrative requirements of Title 49 Code of Federal Regulations, Part 18 (www.fhwa.dot.gov/legsregs/directives/fapgtoc.htm) and Office of Management and Budget (OMB) Circulars A-102 (www.whitehouse.gov/omb/circulars/index.html) "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments." Reimbursement to the Municipality shall be subject to the policies and procedures contained in Title 23 Code of Federal Regulations, Part 140 and Part 172, which is being incorporated into this Agreement by reference at www.fhwa.dot.gov/legsregs/directives/fapgtoc.htm and by Office of Management and Budget (OMB) Circular A-87 (www.whitehouse.gov/omb/circulars/index.html) "Cost Principles for State, Local, and Indian Tribal Governments." Reimbursement to the Municipality shall be subject to the guidance contained in Title 2 Code of Federal Regulations, Part 170 (<http://edocket.access.gpo.gov/2010/pdf/2010-22705.pdf>) and Office of Management and Budget (OMB) "Federal Funding Accountability and Transparency Act" (FFATA). Said reimbursement shall also be subject to the Department being reimbursed by the Federal Highway Administration and subject to compliance by the Municipality with all applicable federal policy and procedures.

REIMBURSEMENT LIMITS

▪ WORK PERFORMED BEFORE NOTIFICATION

Any costs incurred by the Municipality prior to written notification by the Department to proceed with the work shall not be eligible for reimbursement.

▪ NO REIMBURSEMENT IN EXCESS OF APPROVED FUNDING

At no time shall the Department reimburse the Municipality costs that exceed the total federal funding.

▪ UNSUBSTANTIATED COSTS

The Municipality agrees that it shall bear all costs for which it is unable to substantiate actual costs or any costs that have been deemed unallowable by the Federal Highway Administration and/or the Department's Financial Management Division.

▪ WORK PERFORMED BY NCDOT

All work performed by the Department on this Project, including, but not limited to, reviews, inspections, and Project oversight, shall reduce the maximum award amount of

\$2,425,000 available to the Municipality under this Agreement. The Department will bill the Municipality for the non-federal match of any costs that the Department incurs on the Project and for any costs that exceed the Total Estimated Cost.

- **CONSTRUCTION ADMINISTRATION**

Reimbursement for construction contract administration will be made as governed by Departmental policy that limits reimbursement for construction contract administration to no more than fifteen (15%) percent of the actual construction contract of the Project. These costs will also include any cost overruns and charges to the Project by the Department during the Construction Phase.

- **CONSTRUCTION CONTRACT UNIT PRICES**

Reimbursement for construction contract work will be made on the basis of contract unit prices in the construction contract and any approved change orders.

- **RIGHT OF WAY**

Reimbursement will be limited to the value as approved by the Department. Eligible costs for reimbursement of Right of Way Acquisition include: realty appraisals, surveys, closing costs, and the approved appraised fair market value of the property, at the reimbursement rate as shown in the FUNDING TABLE.

- **FORCE ACCOUNT**

Invoices for force account work shall show a summary of labor, labor additives, equipment, materials and other qualifying costs in conformance with the standards for allowable costs set forth in Office of Management and Budget (OMB) Circular A-87 (http://www.whitehouse.gov/omb/circulars_default) "Cost Principles for State, Local, and Indian Tribal Governments." Reimbursement shall be based on actual eligible costs incurred with the exception of equipment owned by the Municipality or its Project partners. Reimbursement rates for equipment owned by the Municipality or its Project partners cannot exceed the Department's rates in effect for the time period in which the work is performed.

BILLING THE DEPARTMENT

- **PROCEDURE**

The Municipality may bill the Department for eligible Project costs in accordance with the Department's guidelines and procedures. Proper supporting documentation shall accompany each invoice as may be required by the Department. By submittal of each invoice, the Municipality certifies that it has adhered to all applicable state and federal laws and regulations as set forth in this Agreement.

Along with each invoice, the Municipality is responsible for submitting the FFATA Subrecipient Information Form, which is available at <http://www.ncdot.gov/programs/Enhancement/ProjectAdministration/Forms/>.

- **INTERNAL APPROVALS**

Reimbursement to the Municipality shall be made upon approval of the invoice by the Department's Financial Management Division.

- **TIMELY SUBMITTAL OF INVOICES**

The Municipality may invoice the Department monthly for work accomplished, but no less than once every six (6) months to keep the Project funds active and available. If the Municipality is unable to invoice the Department, then they must provide an explanation. Failure to submit invoices or explanation may result in de-obligation of funds.

- **FINAL INVOICE**

All invoices associated with the Project must be submitted within six (6) months of the completion of construction and acceptance of the Project to be eligible for reimbursement by the Department. Any invoices submitted after this time will not be eligible for reimbursement.

19. REPORTING REQUIREMENTS AND RECORDS RETENTION

PROJECT EVALUATION REPORTS

The Municipality is responsible for submitting quarterly Project evaluation reports, in accordance with the Department's guidelines and procedures, that detail the progress achieved to date for the Project.

PROJECT RECORDS

The Municipality and its agents shall maintain all books, documents, papers, accounting records, Project records and such other evidence as may be appropriate to substantiate costs incurred under this Agreement. Further, the Municipality shall make such materials available at its office and shall require its agent to make such materials available at its office at all reasonable times during the contract period, and for five (5) years from the date of payment of the final voucher by the Federal Highway Administration, for inspection and audit by the Department's Financial Management Section, the Federal Highway Administration, or any authorized representatives of the Federal Government.

20. OTHER PROVISIONS

REFERENCES

It will be the responsibility of the Municipality to follow the current and/or most recent edition of references, websites, specifications, standards, guidelines, recommendations, regulations and/or general statutes, as stated in this Agreement.

INDEMNIFICATION OF DEPARTMENT

The Municipality agrees to indemnify and hold harmless the Department, FHWA and the State of North Carolina, to the extent allowed by law, for any and all claim for payment, damages and/or liabilities of any nature, asserted against the Department in connection with this Project. The Department shall not be responsible for any damages or claims, which may be initiated by third parties.

DEBARMENT POLICY

It is the policy of the Department not to enter into any agreement with parties that have been debarred by any government agency (Federal or State). By execution of this agreement, the Municipality certifies that neither it nor its agents or contractors are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any Federal or State Agency or Department and that it will not enter into agreements with any entity that is debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction.

TITLE VI - CIVIL RIGHTS ACT OF 1964

The Municipality shall comply with Title VI of the Civil Rights Act of 1964, (Title 49 CFR, Subtitle A, Part 21). Title VI prohibits discrimination on the basis of race, color, national origin, disability, gender, and age in all programs or activities of any recipient of Federal assistance.

OTHER AGREEMENTS

The Municipality is solely responsible for all agreements, contracts, and work orders entered into or issued by the Municipality for this Project. The Department is not responsible for any expenses or obligations incurred for the Project except those specifically eligible for STP-DA funds and obligations as approved by the Department under the terms of this Agreement.

E-VERIFY COMPLIANCE

Each of the parties covenants that if it enters into any subcontracts in order to perform any of its obligations under this contract, it shall require that the contractors and their subcontractors comply with the requirements of NC Gen. Stat. Article 2 of Chapter 64. In this E-Verify Compliance section, the words contractors, subcontractors, and comply shall have the meanings intended by N.C. Gen. Stat. § 160A-20.1.

AVAILABILITY OF FUNDS

All terms and conditions of this Agreement are dependent upon, and, subject to the allocation of funds for the purpose set forth in the Agreement and the Agreement shall automatically terminate if funds cease to be available.

IMPROPER USE OF FUNDS

Where either the Department or the FHWA determines that the funds paid to the Municipality for this Project are not used in accordance with the terms of this Agreement, the Department will bill the Municipality.

TERMINATION OF PROJECT

If the Municipality decides to terminate the Project without the concurrence of the Department, the Municipality shall reimburse the Department one hundred percent (100%) of all costs expended by the Department and associated with the Project.

AUDITS

In accordance with OMB Circular A-133, "Audits of States, Local Governments and Non-Profit Organizations" (http://www.whitehouse.gov/omb/circulars_default) and the Federal Single Audit Act Amendments of 1996, the Municipality shall arrange for an annual independent financial and compliance audit of its fiscal operations. The Municipality shall furnish the Department with a copy of the annual independent audit report within thirty (30) days of completion of the report, but not later than nine (9) months after the Municipality's fiscal year ends.

REIMBURSEMENT BY MUNICIPALITY

For all monies due the Department as referenced in this Agreement, reimbursement shall be made by the Municipality to the Department within sixty (60) days of receiving an invoice. A late payment penalty and interest shall be charged on any unpaid balance due in accordance with NCGS 147-86.23.

USE OF POWELL BILL FUNDS

If the other party to this agreement is a Municipality and fails for any reason to reimburse the Department in accordance with the provisions for payment hereinabove provided, NCGS 136-41.3 authorizes the Department to withhold so much of the Municipality's share of funds allocated to Municipality by NCGS 136-41.1, until such time as the Department has received payment in full.

GIFT BAN

By Executive Order 24, issued by Governor Perdue, and NCGS 133-32, it is unlawful for any vendor or contractor (i.e. architect, bidder, contractor, construction manager, design professional, engineer, landlord, offeror, seller, subcontractor, supplier, or vendor), to make gifts or to give favors to any State employee of the Governor's Cabinet Agencies (i.e. Administration, Commerce, Correction, Crime Control and Public Safety, Cultural Resources, Environment and Natural Resources, Health and Human Services, Juvenile Justice and Delinquency Prevention, Revenue, Transportation, and the Office of the Governor).

21. SUNSET PROVISION

All terms and conditions of this Agreement are dependent upon, and subject to, the allocation of funds for the purpose set forth in the Agreement and the Agreement shall automatically terminate if funds cease to be available.

IT IS UNDERSTOOD AND AGREED that the approval of the Project by the Department is subject to the conditions of this Agreement, and that no expenditures of funds on the part of the Department will be made until the terms of this Agreement have been complied with on the part of the Municipality.

IN WITNESS WHEREOF, this Agreement has been executed, in duplicate, the day and year heretofore set out, on the part of the Department and the Municipality by authority duly given.

ATTEST:

TOWN OF STALLINGS

BY: Signell S Hillhouse

BY: [Signature]

TITLE: Interim Town Clerk

TITLE: Erinn E. Nichols
Interim Town Manager

DATE: 01.14.14

NCGS 133-32 and Executive Order 24 prohibit the offer to, or acceptance by, any State Employee of any gift from anyone with a contract with the State, or from any person seeking to do business with the State. By execution of any response in this procurement, you attest, for your entire organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

Approved by Town Council of the Town of Stallings as attested to by the signature of Lynell Hillhouse ^{Interim} Clerk of the Council on 01.14.14 (Date)

This Agreement has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

[Signature]

(FINANCE OFFICER)

(SEAL)

Federal Tax Identification Number

56-114-6643

Town of Stallings

Remittance Address:

P. O. Box 4030

Stallings, NC 28106

DEPARTMENT OF TRANSPORTATION

BY: [Signature]
(CHIEF ENGINEER)

DATE: 2/13/14

APPROVED BY BOARD OF TRANSPORTATION ITEM O: 1-9-14 (Date)

STATE OF NORTH CAROLINA)
)
COUNTY OF UNION) **INTERLOCAL AGREEMENT**

THIS AGREEMENT is made and entered as of the latest date of the signatures set forth below, by and between the Town of Stallings, a North Carolina municipal corporation ("Town") and Union County, a political subdivision of the State of North Carolina ("County"). Town and County shall be collectively, referred to herein as the ("Parties").

RECITALS:

WHEREAS, the Parties have had discussions regarding the need for the County to assess specific wastewater needs for the Town;

WHEREAS, the County adopted a 2011 Comprehensive Water and Wastewater Master Plan ("UCMP") which projected the major collection system capital infrastructure necessary and addressed certain specific water and wastewater system needs of communities served by the County system, including the Town;

WHEREAS, a conceptual collection system improvement plan was developed for the area along Potter Road between Old Monroe Road and Pleasant Plains Road ("Potter Road intersection");

WHEREAS, this plan includes preliminary recommendations for diameters and locations of gravity sewers within the Potter Road intersection;

WHEREAS, the Town has contracted with Kimley Horn and Associates to create a downtown development plan and the Town intends to make improvements to the Potter Road intersection as part of said downtown development plan;

WHEREAS, the County contracted with Black & Veatch to provide estimates of wastewater flow projections based upon Kimley Horn's build out and development plan, and Black & Veatch recommended improvements financed by the Town and the County; and,

WHEREAS, the County agrees to be responsible for construction and engineering costs for the sewer segments connecting downtown Stallings development to the existing County sewer system as outlined in the February 18, 2013, report prepared by Black & Veatch, and the Town agrees to be responsible for the costs associated with sewer segments within the downtown Stallings development.

WITNESSETH:

NOW, THEREFORE, pursuant to the authority of N.C. General Statute § 160A-461, and subject to and for and in consideration of the terms, covenants and provisions set forth herein below, and the preambulatory recitals set forth herein above, Town and County agree as follows:

1. **Purpose.** The purpose of this Agreement is to set forth and define the payment responsibilities between the parties for the project described above (the "Project").
2. **Project.** Based on a report prepared by Black & Veatch dated February 18, 2013, the Project consists of approximately 8,910 linear feet of 8-inch gravity sewer with appurtenances. The County is responsible for the cost of approximately 3,080 linear feet of 8-inch gravity sewer with appurtenances that will connect the downtown Stallings development to the existing County sewer system. The Town shall be responsible for the actual construction of all sewer lines and appurtenances related to the Project, regardless of which party is responsible for the cost of certain portions of the Project. The Town shall also ensure that all sewer infrastructure in the Project conforms to specifications satisfactory to County's Public Works Department.
3. **Bidding.** The Town shall solicit bids for construction of the Project in compliance with Chapter 143, Article 8, of the North Carolina General Statutes, which governs State and Local Government construction projects. In doing so the Town will specify the County's actual construction cost.
4. **Costs.** Based upon a report from Black & Veatch dated February 18, 2013, the total costs of all recommended improvements in the Project is estimated to be \$874,000. The County hereby agrees to pay 100% of the actual construction costs of the approximately 3,080 linear feet of 8-inch gravity sewer with appurtenances for connecting the downtown Stallings development with the existing County sewer system (which are currently estimated to be approximately \$282,000), and 100% of engineering costs associated with connecting the downtown Stallings development with the existing County sewer system, which amount shall not exceed \$42,000.
5. **Payments.** The County agrees to submit payment to the Town within 30 days of receiving an invoice from the Town for payment of the construction and engineering fees, provided that such invoice only includes costs actually incurred by the Town.
6. **Term of Agreement.** This Agreement shall terminate upon the completion of all terms and conditions stated herein.

7. Amendments. The terms of this Agreement may be modified in whole or in part only by a written instrument properly signed by Town and County. Any oral agreement to modify this Agreement shall be void and of no force and effect.

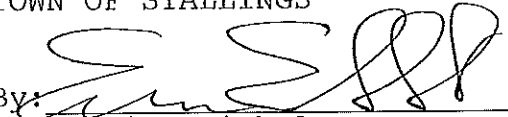
8. Compliance with Applicable Law. In performing the services pursuant to this Agreement, the Parties shall comply with all laws, rules, regulations, ordinances, codes, standards and orders of any and all governmental bodies, agencies, authorities, and courts having jurisdiction.

IN WITNESS WHEREOF, the Town and County have executed this Agreement to be duly executed and entered as of the latest date set forth below.

ATTEST

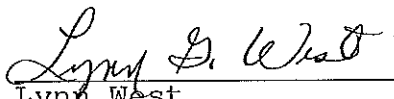

Lynell Hillhouse,
Interim Town Clerk

TOWN OF STALLINGS

By: 
Erinn Nichols,
Interim Town Manager

Date: 1.28.14

ATTEST:


Lynn West,
Clerk to the Board

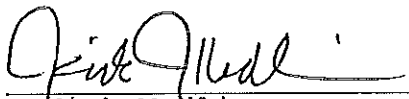
UNION COUNTY

By: 
Cynthia Coto,
County Manager

Date: 1-7-14

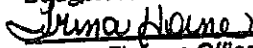
APPROVED AS TO LEGAL FORM BFL

This instrument has been pre-audited in the manner required by the North Carolina Local Government Budget and Fiscal Control Act.

By: 
Kirk Medlin,
Town Finance Director

By: _____
Jeffrey Yates,
County Finance Director

This Instrument Has Been Preaudited in The
Manner Required By The Local Government
Budget And Fiscal Control Act



Deputy Finance Officer



MEMO

To: Town Council

Via: Alex Sewell, Town Manager

From: Dennis Franks, Chief of Police 

Date: 6/18/2021

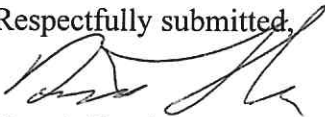
RE: Police Retirement: Ceremonial Sale of Service Weapon

North Carolina General Statute 20-187.2 allows for a unit of government to sell a retiring law enforcement officer his/her sidearm for less than market value. The statute's apparent purpose is to legalize the common practice of local government selling a retiring law enforcement officer to their service sidearm for \$1 as a final, respectful recognition of the officer's service.

In recognition of Sergeant Doug Hearne's service to the Stallings community, it is recommended that his service sidearm be sold to him for \$1.

Sergeant Hearne will retire from the Stallings Police Department on September 1, 2021.


Respectfully submitted,



Dennis Franks



MEMO

To: Town Council
Via: Alex Sewell, Town Manager
From: Dennis Franks, Chief of Police 
Date: 6/18/2021
RE: Police Retirement: Ceremonial Sale of Service Weapon

North Carolina General Statute 20-187.2 allows for a unit of government to sell a retiring law enforcement officer his/her sidearm for less than market value. The statute's apparent purpose is to legalize the common practice of local government selling a retiring law enforcement officer to their service sidearm for \$1 as a final, respectful recognition of the officer's service.

In recognition of Sergeant Doug Hearne's service to the Stallings community, it is recommended that his service sidearm be sold to him for \$1.

Sergeant Hearne will retire from the Stallings Police Department on September 1, 2021.

Respectfully submitted,



Dennis Franks



AN ORDINANCE ADOPTING THE CODIFIED CODE OF ORDINANCES with SUPPLEMENT ELEVEN

WHEREAS, American Legal Publishing Corporation has completed the codified version with Supplement Eleven to the Code of Ordinances of the Town of Stallings, which the supplements contain all ordinances of a general and permanent nature enacted since the prior supplement to the Code of Ordinances of the Town of Stallings; and

WHEREAS, the codified ordinances contain the official ordinances of the Town;

NOW THEREFORE, BE IT ORDAINED, by the Town Council of the Town of Stallings, NC that the codified version through Supplement Eleven to the Code of Ordinances of the Town of Stallings is the official version for the Town.

ADOPTED this the 28th day of June, 2021.

Wyatt Dunn, Mayor

Attest:

Erinn Nichols, Town Clerk

Approved as to form:

Cox Law Firm, PLLC