



**TOWN OF WEDDINGTON
TOWN COUNCIL MEETING AGENDA
2019 RETREAT**

Firethorne Country Club
1108 Firethorne Club Drive, Waxhaw, NC 28173

Saturday February 9, 2019

Welcome and Agenda Review	
Adoption of the agenda	
1. Administrative Items 1. Review of Action Items & Land Use Annual Review Memo 2. Communication 3. Town Survey Results – Review 4. Cellphones for Council and Administrator	8:30 – 9:00
2. Planning 1. Unified Development Ordinance 2. Greenways/Multi-use Paths 3. Conservation Design Changes to the Subdivision Ord and Tree Ord	9:00 – 9:30
3. Transportation 1. Level of Service Analysis for Priority Intersections 2. Road Widening – Mast Arm Poles	9:30 – 10:00
4. Public Safety	10:00 – 10:20
5. Town Park/Plaza and General Downtown Overlay 1. General Layout/Overlay 2. Cost Estimate Review 3. Engineering RFP	10:20 – 11:45
6. Town Newsletter/Publications	11:45 – 12:00
7. Town Trash Collection/ Town Litter Pickup	12:00 – 12:15
8. Finance 1. Capital Improvement Plan 2. CCOG/Chamber Contracts 3. FY 2019-2020 Preliminary Budget Discussion	12:15 – 1:15
9. Review Key Objectives and Assignments	1:15 - 1:30
10. Adjournment	

TOWN OF W E D D I N G T O N

MEMORANDUM

TO: Mayor and Town Council

FROM: Lisa Thompson, Administrator/Planner

DATE: 2/09/2019

SUBJECT: Review of Prior Year Action Items and Annual Review

Staff provided a list of action items and the annual land use review to solicit feedback and for Council to consider these items as we set goals for 2019.

2018 Retreat Action Items:

Administrative

- Car counts and speed data for NCDOT to support Town's needs
- Road priorities (LARTP)
- ~~Other areas in need of street lights~~
- ~~Office policies change Facebook policy/add NextDoor account~~
- Expanding downtown loop down 84 to Rea Road Extension and back down Providence (from 2017 retreat)
- Mayor Callis contact county re: water connectivity @Antioch plantation

Roads

- Mayor Pro Tem Propst have conversation with Wesley Chapel and Marvin re: Newtown road priority
- ~~Council member Buzzard communicate with NCDOT Scott Cole for extension of Tilley Morris agreement deadline to meet Council meeting date.~~

Town Services

Attorney:

- ~~Interview all 5 proposals week of March 5.~~
- ~~Council determine who will interview.~~
- ~~Narrow down to 2.~~

Town property/master plan/Shopping Center Access road:

- ~~Get 3-4 estimates of cost to make house on Matthews property structurally sound~~
- ~~Council member Buzzard to meet with land owners adjacent to shopping center (Treske, Spittle, Dow, and McLeod) to discuss vision for that area and closure of access road~~
- ~~Lisa get price on land in front of gym (not a priority)~~
- ~~Council member Smith get mold and electrical inspections for Town Hall sink for town hall~~
- Council come up with vision and convey to planning board

Town events/Newsletter

- ~~Article ideas from CCOG~~

Budget

- ~~Deputy Clerk add 1 hour of work time and retirement benefits~~
- ~~Family medical dependent added~~
- ~~New IT contract TOW own server~~
- ~~Notify Unity Landscaping of non-renewal of contract~~
- ~~Add paid photographer to cover Town events~~
- Add Matthews property to future grounds maintenance
- ~~2 new radar trailers~~
- ~~Mold and electrical for Town Hall~~
- ~~Leslie update budget~~

Planning

- ~~Council to provide admin review to RCD sketch plans to check min. lot size and width~~
- ~~Look into professional to provide training on min lot size and width~~
- Look at options for changing viewshed buffers
- Readopt or change LUP after survey results
- ~~Contact Union county RE: ETJ~~

The Town is to conduct an annual review every July to determine its progress in achieving the land use plan goals, objectives and strategies. During this review, the Town should evaluate development decisions (e.g., zoning changes, subdivisions, building permits and public works projects) that have been made by the Town and other jurisdictions, growth trends, and the progress made in accomplishing the strategies listed in this Plan element. The result of the annual review may be to recommend revisions to policies, the future land use map, or the implementation program.

Below is a list of items reviewed by the Planning Board and Town Council over the past year and how they continue comply with the plan:

- Preliminary Plats/Construction plans: Canisteo Subdivision, Weddington Glen, Woodford Chase

Through this process natural resources are preserved and adjacent properties are protected. Restrictions were placed for grading and clearing, protecting floodplain and waterways, and erosion control. Drainage areas, soils and impervious surfaces were all factored in as part of the stormwater calculations to protect downstream properties from off-site run-off. The plan review considered the Town's roadway standards and included appropriate turn lane improvements and site distance regulations to help with congestion management. For Woodford Chase, the Town requested additional front setbacks and a tree save area for lots fronting Hwy 84.

Recommendations: design around useable open space, consider a mass grading ordinance, formally implement erosion control measures with penalties based on the pilot policy initiated early this year, analyze private access/easements (under review) and evaluate yield plans

- Final plats: Harlow's Crossing-Phase 1 Map 2, Atherton Subdivision-Phase 2 Map 4, Weddington Acres Subdivision
- Rezoning/CUP amendments: WCVFD – R60-R40, WCVFD – Conditional , Weddington United Methodist Church – Columbarium, All Saints – Amendment, Weddington Glen R40-RCD, Weddington Swim and Racquet Club Amendment

Visual effect from surrounding properties and roadways were protected with adding and maintaining buffers and site specific conditions were taken into account through the conditional zoning processes. The reviews ensured the plans were consistent with the Town's quality and aesthetic values.

- Entry monuments: Harlows Crossing

The Town took into consideration the electrical lines to plant the right trees in the right location and also examined the site triangles.

Recommendations: The Town discussed needing to see the detailed landscape plans added to construction plans for approval and provide for an inspection process to ensure follow the plantings were planted according to the plan.

- Text amendments:

The Board only adopted two text amendments with regards to landscaping near the power lines and to clear up the process for modifications.

- Other

Town Survey – The town survey had a very successful return rate. The results need to be analyzed for future changes to the land use plan.

Recommendations: (besides the needed changes to RCD) – Formally review survey and make conclusions. Ensure the findings are turned into action and consider a public process for Land Use Plan updates.

Visit with Randall Arendt – Several suggestions to process, buffers, site design, implementation, site walks were suggested by Mr. Arendt.

Recommendation: The Planning Board and Council shall use his report to make changes to the subdivision ordinance

Erosion Control Issues

Recommendation: Town erosion control ordinance. The Town hired a construction inspector who over that last 8 months reported erosion control issues. Failures and deficiencies were reported with little to no action from NCDENR. The town needs to implement its own policy and penalties to get developers to adhere to erosion control plans.

Planning Board training – great review of process, policy and duties

Recommendation: Annual training

The Town has a representative on the Charlotte Regional Transportation Planning Organization to stay informed and have input on road and thoroughfare plans.

Recommendation: List intersection and road improvement needed. Possibly consider having the Town traffic engineer to provide basic information to submit projects for funding.

The Town continues to maintain the medians on Providence Road to enhance rural look.

The Town currently contracts with an outside agency for a part-time code enforcement officer to investigate complaints about violations of the Town's ordinance.

Recommendation: Town to consider junk vehicle, abandoned vehicle and nuisance ordinance

The Town continues to work with engineering consultants to ensure that all storm water detention ponds meet the Town's requirements and are inspected annually.

Recommendation: Continue the construction inspector and consider town erosion control ordinance.

The Town utilizes the Traffic Impact Analysis Ordinance to minimize the impact of new construction on Town roads and infrastructure.

TOWN OF W E D D I N G T O N

MEMORANDUM

TO: Mayor and Town Council

FROM: Lisa Thompson, Administrator/Planner

DATE: 2/09/2019

SUBJECT: Communication

Staff has reviewed some best practices on communication from the UNC School of Government. Staff is not suggesting a policy but is providing some examples of these best practices to solicit feedback and have an open discussion on how staff and Council can better communicate.

- There is a chain of command in place to deal with significant issues, and Council members are encouraged to primarily direct questions and concerns to the Mayor and/or Administrator for consideration.
- Any request for information from a Council member that is not received and answered at a Council meeting, shall be received in writing and circulated in writing to all Council members.
- It is expected that appointments should be made for meetings between the Administrator and Council members in order to ensure that all parties are available and prepared for the discussion and time is respected between each other.
- Council should give direction to Staff during meetings.
- Respond to concerns from the public and refer concerns to staff members through the administrator for action – elected officials do not have an administrative managerial role in the day to day business of the organization;
- If a member of Council is interested in formally communicating with another government or agency, they should take their request to the Council at a meeting.
- Members of Council should not directly contact any regulatory bodies regarding any regulatory compliance concerns.
- Individual members of Council should not be directly involved in any negotiations to secure contracts or agreements on behalf of the Town, unless direction is given to this effect through Council as a whole.

TOWN OF W E D D I N G T O N

MEMORANDUM

TO: Mayor and Town Council

FROM: Lisa Thompson, Administrator/Planner

DATE: 2/09/2019

SUBJECT: Survey Results - Review

Staff analyzed the specific conservation design survey questions and came up with the attached memo. The town hired Randall Arendt to visit and provide feedback for subdivisions planned under his design methods and to respond to some of the concerns listed in the report. Staff is working through the subdivision ordinance amendments with Randall Arendt, in reaction to these survey responses.

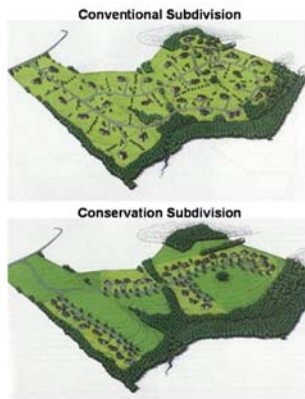
In addition, the Planning Board reviewed the survey results and came up with a bullet list of their own.

Staff recommends Town Council analyze the results from other sections of the survey, like trails and greenways; communication; fire, police, and other town services; and generate action items, goals, or general feedback for each section.

Attached:
Conservation Design Analysis
Planning Board's Survey Review

Attachment 1 – Example of detailed review of comments/concerns over specific conservation subdivision questions.

Since the contract was approved the town received survey responses specifically regarding conservation subdivisions. When shown a picture and asked the following question;



Conservation residential districts have a standard minimum lot size of 40,000 square feet (roughly one acre), unless they conserve 50% of property space, dropping the minimum lot size to 12,000 square foot (roughly 1/3 acre) - please see the above image. Do you support the use of conservation residential districts?

54% of the respondents said yes.

However; when asked what you don't like about conservation subdivisions; and concerns with subdivisions – the comments and misconceptions were alarming. Staff reviewed the written comments and detailed them below:

- Lots are too small
- Houses are too close together
- Less curb appeal
- Weddington was first designed to be one lot per acre
- It's not unique and doesn't set Weddington apart from other towns
- In the future they'll develop the conservation areas
- Smaller lots = cheaper homes
- Smaller lots = smaller homes
- Smaller lots = lower property values
- Smaller lots = more density
- Overall appearance
- The open space left natural isn't attractive
- Common areas aren't being maintained
- HOA's having too much control
- Developers only save unusable areas that can't be developed anyways
- The open space is not available to the community
- Looks manufactured and cookie-cutter.

Attachment 2 – Planning Board’s review of survey questions.

The Planning Board met in a Special Meeting to review the results from the Land Use Plan Survey. Chairman Dow stated that the purpose is to sift through the responses of the survey and focus on what the citizens like, what they’re concerned about, and what the Town can do about it. It’s very important to get feedback from the entire Board. Chairman Dow stated that he met with Board members Prillaman and Hogan and they reviewed the entire survey results question by question.

The Board agreed that many answer choices were incomplete or leading the respondents and they believe that left the results questionable.

A summary of the Planning Board review of the Land Use Plan Survey results:

- Responses strongly supported rural atmosphere, open space, 1-acre minimum density for residential and a restriction of commercial growth in town.
- Responses showed citizens are satisfied with Police and fire services and with town staff.
- Major concerns of citizens: development too fast, loss of open space and rural small-town feel, increased traffic and infrastructure unable to support the growth of the town.
- New interests identified by responses: connectivity by sidewalks, paths, and/or greenways, parks, a community gathering place, a post office, and sit-down restaurants.
- Responses suggested a need for better communication and explanation of town responsibilities to the citizens.

**TOWN OF
W E D D I N G T O N**

MEMORANDUM

TO: Mayor and Town Council

FROM: Lisa Thompson, Administrator/Planner

DATE: 2/09/2019

SUBJECT: Cellphones for Council and Administrator

Councilman Smith will provide information for this agenda item.

TOWN OF W E D D I N G T O N

MEMORANDUM

TO: Mayor and Town Council

FROM: Lisa Thompson, Administrator/Planner

DATE: 2/09/2019

SUBJECT: Unified Development Ordinance

What is a UDO? A **Unified Development Ordinance (UDO)** is a local policy instrument that combines traditional zoning and subdivision regulations, along with other desired town regulations, such as design guidelines, sign regulations, lighting ordinance, floodplain and stormwater management, and erosion control into one document.

What are the advantages? By combining all these regulations in a single document, a UDO is intended to streamline and coordinate the development process of permits and approvals for development projects by removing inconsistencies and eliminating outdated policies. The required permits, processes, and regulations for the development process are outlined in one place, making it easier for developers, the public, and public entities to understand the requirements. Along with the compiling of regulations and policies, UDOs use clear, consistent language and definitions, with many illustrations and tables, often in attractive, easy-to-read formats to further help stakeholders understand the regulations.

What are some concerns? The creation of a UDO can be a slow and expensive process. The process of gathering input, preparing, drafting, and adopting the final document requires a great deal of cooperation among stakeholders, time, and money.

Union County -

http://www.co.union.nc.us/application/files/4115/4404/1572/UDOWithAmendments_through_10-1-2018.pdf

Indian Trail

<https://www.indiantrail.org/DocumentCenter/View/959/Unified-Development-Ordinance-PDF>

Waxhaw

<https://www.waxhaw.com/DocumentCenter/View/3531/UDO-Consolidated-10232018>

Stallings

<https://www.stallingsnc.org/Portals/0/Departments/Planning%20%26%20Zoning/Documents/Development%20Ordinance%20%28Amended%20October%208%2C%202018%29.pdf>

Staff is requesting Council to browse the example UDOs above and consider going out for bid for this upcoming fiscal year. Staff estimates this to be a \$50,000 project and will take approximately 6 months to complete.

TOWN OF WEDDINGTON

MEMORANDUM

TO: Mayor and Town Council

FROM: Lisa Thompson, Administrator/Planner

DATE: 2/9/2019

SUBJECT: Multi-use Paths and Greenways

Greenways/Multi-use paths continue to be an interest of the residents according to Town surveys. They can be a great means of exercise and recreation as well as a way to connect neighborhoods to schools and downtown Weddington.

Staff applied for a grant for a greenway master plan. If received the Town would be required to provide a 20% match (\$6,000.00). If the Town chooses to move forward with a master plan, a working group would be needed to provide feedback to the consultants throughout the planning and adoption process.

If a master plan is adopted, the Town can require sections that are shown on the map within a development to be constructed or require the applicant to pay a fee-in-lieu of construction for the Town to connect areas near-by. This fee is based on the tax value and the number of lots. The fee goes into a restricted fund balance account that can only be used to implement the master plan.

The Planning Board has worked through some initial trail sections that they'd like feedback on moving forward.

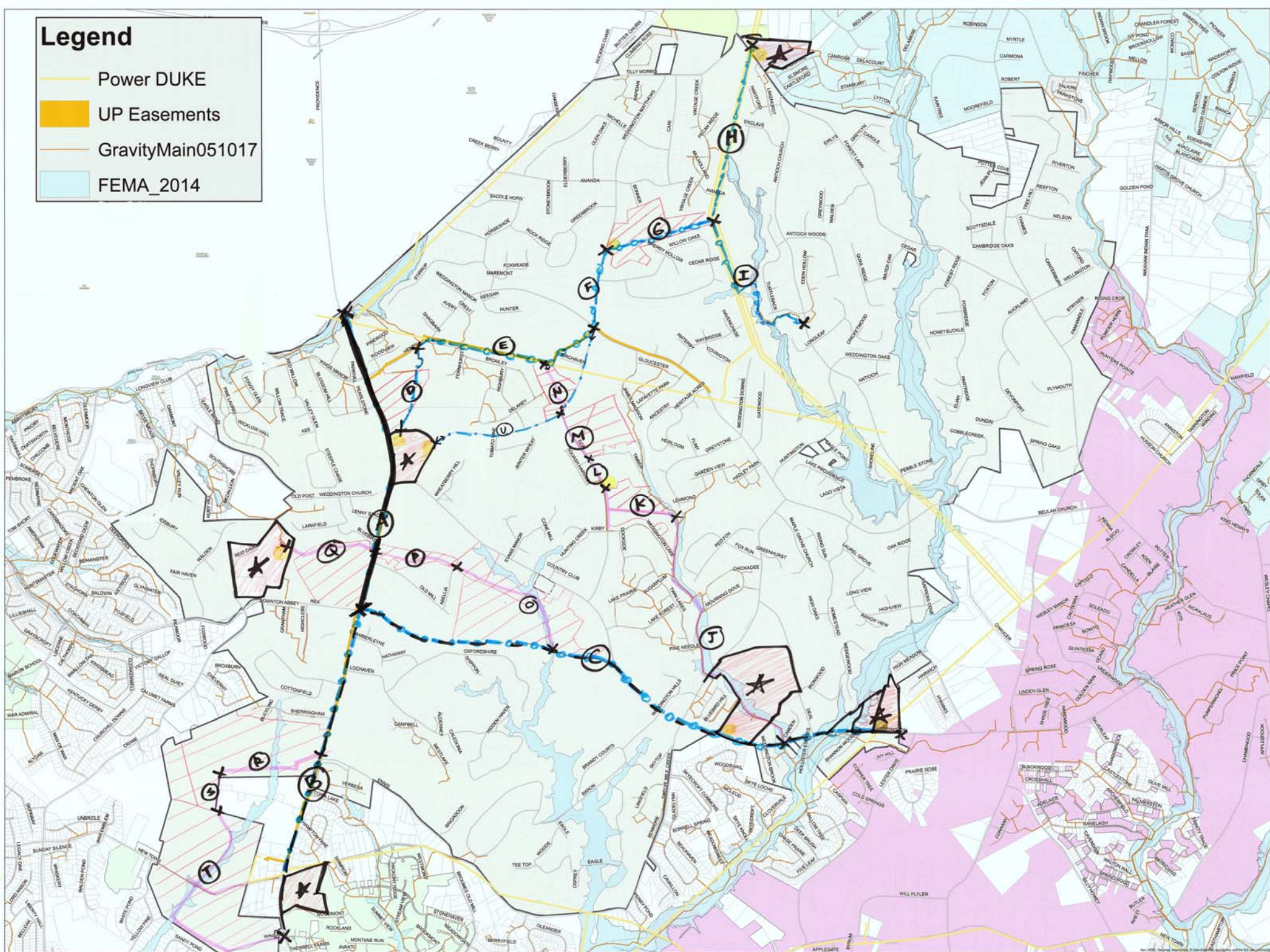


The picture above is a current section within a wooded roadside buffer along Joe Kerr Road and the picture below is a section along Marvin School Rd connecting residential subdivisions to Marvin Elementary School. Staff recommends these roadside multi-use trails after hearing the desire for greenways from the residents.



Legend

- Power DUKE
- UP Easements
- GravityMain051017
- FEMA_2014



Agenda Item 2.2.b

Letter	Description	Status	type	feet	cost	developer fee/build	TOW cost	
A	Providence Road	Complete	Concrete					
B	Providence Road	planned	Concrete					
C	Rea Rd Ext	planned	Concrete		\$120,000.00		20%	
D	16/hemby connect		mulch			x		
E	Hemby/Wedd.Matthews Connector		asphalt				x	Powerline Easement
F	Weddington Matthews Rd North		asphalt				x	
G	Wedd Matthews Rd to power easemetn		natural or crush/run			x		
H	Elementary School Connector		natural or crush/run				x	Poweline Easement
I	The falls connector		natural or crush/run				x	Powerline and Sewer Easement
J	Weddington HS		natural or crush/run				x	Existing Sewer Easement
K	Cox Rd to Weddington HS		natural/paved along road			x		
L	Cox Rd Section 2		paved				x	
M	Cox to Weddington Matthews 3		paved			x		
N	Matthews Weddington to Power line		natural or crush/run			x		
O	Rea Rd Ext to NC16 Section 1		natural or crush/run			x		
P	Rea Rd Ext to NC16 Section 2		natural or crush/run			x		
Q	Rea Rd Elementary connector		natural or crush/run			x		
R	New Town Road Connector 1		natural or crush/run			x		
S	New Town Road Connector 2		natural or crush/run			x		
T	New Town Road Connector 3		natural or crush/run			x		
U	Weddington Matthews Rd to Town Center		asphalt				x	

GREENWAY FUNDING

IMPACT FEE / DEVELOPER CONTRIBUTION:

Development impact fees are one-time charges applied to offset the additional public-service costs of new development.

PRIVATE INDIVIDUAL DONATIONS:

Private individual donations can come in the form of liquid investments (i.e. cash, stock, bonds) or land. Municipalities typically create funds to facilitate and simplify a transaction from an individual's donation to the given municipality.

CORPORATE DONATIONS:

Corporate donations are often received in the form of liquid investments (i.e. cash, stock, bonds) and in the form of land.

CORPORATE SPONSORSHIPS:

Corporate sponsorships are often delivered in the form of services, personnel volunteers, liquid investments (cash or stock) or land. Municipalities often team with corporations for necessary and or alternative funding. A sponsorship, which is the equivalent of a donation, usually involves some marketing elements or recognition in some form or another.

FOUNDATION GRANTS:

Foundation grants are provided by corporations, individuals, or organizations with a specific mission. The process involves an application which requires the municipality to explain the direct relation between the foundation's mission and the applicant's reason for the funding needs.

FEDERAL GRANTS:

The federal government offers grants for a variety of purposes. These grants can be extremely large and can jump start or complete an entire capital improvements program. Municipalities must apply for grants and express a connection between its agenda and the grants purpose.

Federal Lands Highway Program:

Surface Transportation Program - Transportation Enhancement Activities:

Surface Transportation Act (SAFETEA LU):

Recreational Trails Program (RTP):

Surface Transportation Program (STP):

Congestion Mitigation and Air Quality (CMAQ):

Highway Safety Improvement Program (HSIP):

National Scenic Byways Program:

Safe Routes to School Program (SR2S):

STATE GRANTS:

Each state offers a variety of grants, each with specific purposes.

State Funding Sources

North Carolina' DOT- Bicycle and Pedestrian Program:

North Carolina's Clean Water Management Trust Fund (CWMTF):

North Carolina Parks and Recreation Trust Fund (PARTF):
North Carolina Farmland Preservation Trust Fund:
North Carolina Natural Heritage Trust Fund:
North Carolina Conservation Income Tax Credit Program
North Carolina Adopt-a-Trail Grants:
North Carolina Division of Water Quality - 319 Program Grants
North Carolina Ecosystem Enhancement Program:
North Carolina Wetlands Restoration Program (NCWRP):
Urban and Community Forestry Assistance Program
Water Resources Development Grant Program
Blue Cross Blue Shield Mini Grant:
Blue Cross Blue Shield Grant

LOCAL GRANTS:

Municipalities oftentimes offer a variety of grants, each with specific purposes. Local grants are limited to areas within the specific municipality's border. These grants range from capital improvement projects to economic revitalization purposes.

Private Funding Sources

Charlotte Mecklenburg Community Foundation/ Foundation for the Carolinas
North Carolina Community Foundation
Duke Energy Foundation / Cinergy Foundation
American Greenways Eastman Kodak Awards

FUNDRAISING/ CAMPAIGN DRIVES:

Organization and individuals can participate in a fundraiser or a campaign drive. It is essential to market the purpose of a fundraiser to rally support and financial backing. Oftentimes fundraising satisfies the need for public awareness, public education, and financial support.

LOCAL BUDGET YEARLY CONTRIBUTIONS:

Local governments may choose to contribute to capital improvement projects on an annual basis as opposed to a one-time budget allocation. A funding change such as this offers a project a financial perpetuity.

TRAIL CLASSIFICATIONS

Primary:

Class I trails are the primary circulation routes within a greenway system. They form the skeleton of the trail system from which all others radiate. These are wide, paved or constructed of crushed gravel, multi-use trails designed to accommodate a variety of users. Class I trails serve to connect major destinations including parks, neighborhoods, greenways, schools, and shopping centers. These trails are located away from vehicular circulation and are often found within undeveloped or underutilized areas such as floodplains, creek corridors, abandoned railroad corridors, open green spaces, and parks. Therefore, construction of these trails should be done in such a way as to minimize the impact on the surrounding areas.

Specifications:

- 12-foot width
- Paved in asphalt or concrete or constructed of crushed gravel

- ADA accessible
- Striping optional

Shared Use within ROW:

Class II trails may be part of the primary circulation system or act as an extension and/or connector to the Class I trails. Class II trails are wide, paved, shared use trails designed to accommodate a variety of users. Like Class I, they serve to connect major destinations within the greenway network including parks, neighborhoods, greenways, schools, shopping centers, and bikeways. Class II trails are located adjacent to a roadway (usually within the RoW) and often serve both the greenway trail system and the on-road bikeway system.

Specifications:

- 10 to 12-foot width
- Paved in asphalt or concrete or constructed of crushed gravel
- ADA accessible
- Striping optional

Secondary Trails:

Class III trails are part of the secondary circulation system acting as connectors to Class I and II trails, as well as to minor destinations such as neighborhoods or small open spaces. Class III trails are usually paved and utilized by a variety of users such as pedestrians, runners and casual cyclists. These trails are located away from vehicular circulation and are often found within undeveloped or underutilized areas such as floodplains, creek corridors, abandoned railroad corridors, open green spaces and parks. Therefore, construction of these trails should be done in such a way as to minimize the impact on the surrounding areas.

Specifications:

- 8 to 10-foot width
- Paved in asphalt, concrete, or compacted gravel
- ADA accessible

Special Use Including Equestrian and Soft Surface Trails:

Class IV trails are part of the tertiary circulation system. They are part of the larger greenway system but are usually designated for special uses. These types of trails are usually not paved and follow the natural topography of the site, therefore limiting use. Class IV trails are appropriate in environmentally sensitive areas such as stream edges or steep slopes, or for special uses such as mountain biking or horseback riding. These trails are located away from vehicular circulation and are often found within undeveloped or underutilized areas such as floodplains, creek corridors, abandoned railroad corridors, open green spaces and parks.

Specifications:

- Width is dictated by use and topography - a minimum of 6-foot width
- Unpaved soft surface
- Note these trails may not be ADA accessible

TOWN OF WEDDINGTON

MEMORANDUM

TO: Mayor and Town Council

FROM: Lisa Thompson, Administrator/Planner

DATE: 2/9/2019

SUBJECT: Conservation Subdivision Changes

Below is a list of recommendations regarding conservation subdivision regulations given to the town by Randall Arendt after his June site visit.

By-Right Designation: Both conventional R40 and RCD should be 'By-Right', not involving additional special meetings, submissions, or applications, such as for rezoning -- which requires additional time and resources, a great discouragement to developers whom the town wants to encourage to submit RCD plans. Some communities have taken the further step of classifying conventional sprawl development, protecting little or no open space, as a Conditional Use (or even prohibiting it). The required conditional of approval would be a clear and convincing demonstration by the applicant that RCD is not feasible on the property, or that the conventional layout better and more fully implements key objectives of the town's Comprehensive Land Use Plan relating to the protection of rural character, farmland, forests, woodland habitat, viewsheds, etc.

Staff suggests making both conventional and conservation subdivisions go through the same process. The difference in the process as it's currently written is that conservation subdivision sketch plans go to Planning Board for approval versus a conventional subdivision sketch plan is staff approved. Also, conservation subdivisions are listed as conditional so council can place reasonable conditions on the plan if needed.

Site Visit: Site Visits should become the norm for the town planner, all Planning Board members, and some Councilors. Also, the applicant, his site designer, engineer, the seller of the land, and immediate abutters. The applicant's engineer or site designer would conduct the group around the property, with Site Analysis Plans in hand, using GPS technology to locate positions along the way, and recording locations of features meriting potential conservation. Only by experiencing the property first hand, three-dimensionally, are all the parties involved able to understand the property's attributes, both positive and negative. Without that experience, they are not fully informed, and cannot render fully-informed decisions. Site visits should be publicly noticed, official work sessions, at which no decisions are taken.

Conceptual Sketch Plan: I like to schedule a mini-charette of several hours following Site Visits, wherein the site designer sketches the proposed development, following the Four-Step Design process. People attending the

site visit are strongly encouraged to participate in this collaborative process, in which many observations, comments, and suggestions are considered.

The Four-Step Design Process: RCD applicants should be required to present drawings showing how they followed the four-step design process (to be illustrated in an appendix to the regulations) in which open space is identified first, virtually the same procedure that golf course developers follow (see memo of 6.26.18). In that way, the open space never becomes a mere afterthought, and really defines the whole design process, in which conservation is the central design principle, one that adds great value to new developments. The open space in each development should also be consistent with the town-wide map of potential conservation lands and greenways, so that it will eventually become part of an interconnected whole or network.

Staff Comment: To address the three topics above, the following language was added to the sketch plan process. As suggested in the November Council meeting, staff is replacing the two public involvement meetings with an on-site walk/charette with Planning Board and Town Council and requiring the applicant to host a community meeting.

(c) Sketch plan using the 4 Four-step design process

~~The applicant shall demonstrate~~ Conservation subdivisions shall be designed around both the Primary and Secondary Conservation Areas, which together constitute the total required open space. For best results, the design process should commence after the site-walk and mini charette.

Sketch plans shall be prepared as “overlay sheets” to be lain on top of the Existing Resources and Site Analysis ~~Plan~~ Map, both prepared at the same scale, to facilitate cross-comparison

Step One: Designation of Conservation Lands: During the first step, all potential Conservation Areas, both Primary and Secondary, shall be identified, using the Existing Features/Site Analysis Map. Primary Conservation Areas shall consist of those features described in Section 2.2.b. Secondary Conservation Areas shall comprise at least half of the remaining land and shall include the most sensitive and noteworthy natural, scenic, and cultural resources as described in Section 2.2.c. Guidance as to which parts of the remaining land to classify Secondary Conservation Areas shall be based upon discussions at the on-site meeting plus the design standards and specific conservation standards in Sections ____ and ____ below. An overall goal is to minimize fragmentation of the conservation lands and to maximize connectivity among its parts, and with conservation lands on adjoining properties.

Step Two: House Site Location: During the second step, potential house sites are tentatively located. Generally, house sites should be located no closer than 100 feet from Primary Conservation Areas. Such sites may be situated 50 feet from Secondary Conservation Areas to permit the enjoyment of scenic views without negatively impacting Primary Conservation Areas.

Step Three: Street Alignment and Trail Networks: The third step consists of aligning proposed streets to provide vehicular access to each house in the most reasonable and economical manner, and in laying out a network of informal trails connecting neighborhood areas with open space features within the conservation lands. When lots and access streets are laid out, they shall be located in such a way that avoids or at least minimizes impacts on both Primary and Secondary Conservation Areas. To the greatest extent practicable, wetland crossings and streets traversing slopes over 15 percent shall be strongly discouraged, unless such streets link one buildable portion of a site with another when no other means of access is available.

Step Four: Drawing in the Lot Lines: The fourth step consists of drawing in lot lines around potential house sites. Each lot must contain a buildable area of sufficient size to accommodate a single-family detached dwelling and customary accessory uses, including, but not limited to, storage buildings and

garages, patios and decks, lawns, and driveways. Individual wells and septic systems, where these are to be provided, may be located within the undivided conservation lands if sufficient space is not available on the lots.

(d) Sketch Plan review and approval procedure for major subdivisions.

(1) Submission of Application and Fee

(2) Submission of Existing Resources and Site Analysis Map and Yield Plan; On-Site Visit; Mini-Charette (for conservation subdivision only)

(a) **On-Site Visit** After preparing the *Existing Resources and Site Analysis Map* and prior to the submission of a sketch plan, the applicant shall schedule time to walk the property with the subdivision administrator, Planning Board members and nearby adjacent property owners. The purpose of this visit is to familiarize staff and board members with the property's special features, and to provide them an informal opportunity to offer guidance to the applicant regarding the tentative location of Secondary Conservation Areas, and potential house locations and street alignments.

Staff shall distribute copies of the *Existing Resources and Site Analysis Map* at that on-site meeting. Applicants, their site designers, and the landowner are encouraged to attend and participate. Comments made by town officials or their staff and consultants shall be interpreted as being only suggestive. It shall be understood by all parties that no formal recommendations can be offered, and no official decisions can be made during this on-site visit, which is a Work Session of the Board and is duly noticed in the standard manner for all public meetings.

(b) **Design Charette:** Immediately following the site-visit the applicant shall sit down with the subdivision administrator and on-site visit attendees to review the findings and begin the 4 - step process.

(3) Sketch Plan submittal

The subdivision administrator shall review the sketch plan, within 30 days of receipt of the sketch plan, (In the case of conservation subdivisions, the submission shall include the e Existing r Resources and s Site a Analysis plan Map, as called for in subsection (d)(1) of this section, the general concept plan for land conservation, and a submittal of a yield plan). Regarding review for General compliance with the requirements of this chapter and chapter 58, The the subdivision administrator shall advise the applicant of any changes needed to the plans.

(4) Required Community Meeting

1. Before the Planning Board review and approval for of a conservation subdivision or prior to staff approval on a conventional subdivision, the applicant must provide the administrator with a written report of at least one community meeting held by the applicant.

2. Reasonable notice of the required community meeting must be given to nearby property owners and to affected and interested parties in accordance with public notice policies.

(a) *Notice of public meeting.* Such notice shall, at a minimum, be given as follows:

1. A notice shall be sent by first class mail by the town to adjacent property owners within 1,300 linear feet, as measured from the exterior boundaries of the proposed development up to the town limits, not less than ten days prior to the date of the meeting. The notification shall contain information regarding the meeting time and locations as well as a general description of the proposal. The applicant shall reimburse the town for all expenses incurred for such notifications.

2. A meeting notification sign shall be posted by the town in a conspicuous place at the property not less than ten days prior to the meeting. The sign shall indicate the date, time, and locations of the meeting.

3. A report to the staff, which shall be included in Planning Board reports, must include a listing of those persons and organizations contacted about the meeting, date of contact, time, date, and location of the meeting, a roster of the persons in attendance at the meeting, a summary of issues discussed at the meeting, and a description of any changes to the application made by the applicant as a result of the meeting.

4. The adequacy of the meeting and the meeting report must be considered by the Planning Board but is not subject to judicial review.

Sketch Plan Designers: Sketch Plans should be required to be prepared principally by a landscape architect or a physical planner, with input from an engineer. At the very least, Steps One and Two of the Four-Step Process (greenlining the open space, locating house sites) should be primarily the responsibility of the LA or physical planner.

Staff Comment: the following language was added to allow for LA's to design through step 1 and 2.

A sketch plan for a conservation subdivision shall be prepared by a registered landscape architect or by a physical planner with experience designing conservation subdivisions, working with a registered land surveyor or professional engineer currently licensed and registered in the state by the state board of registration for professional engineers, ~~and~~ land surveyors or landscape architects. The landscape architect or physical planner shall have primary responsibility for the design of conservation areas and house locations; the surveyor or engineer shall have primary responsibility for streets, drainage, and lot lines.

Buffering: Deep perimeter buffers often have the perverse and unintended effect of gobbling up much of the required open space and compressing the development into a tightly clustered knot in the center of the property. The regulations should require effective visual screening only on unwooded or lightly wooded sites where it has been shown to be infeasible to orient the fronts of homes to existing roads bounding the property, or where the subdivision abuts an incompatible use (not just another single-family residential development). Also, the town should not permit developers to edge their subdivisions with berms or visual screening on unwooded or lightly wooded sites unless it has been clearly demonstrated that orienting the fronts of homes to existing roads bounding the property is not feasible or practicable. (A consulting planner might demonstrate its feasibility and desirability, if the developer claims it is not doable.) When visual buffering is unavoidable and must be provided as a last resort to screen housebacks, the depth of the buffer strip can be as little as 25 feet if the screening will be visually dense and effective. Such buffering or screening is usually an admission of design failure, and an attempt to hide design deficiencies or mistakes, such as orienting residential backsides to existing roads. (Driving along once-rural roads in Carmel IN, one sees long berms extending thousands of feet on both sides of the roadways, creating a distinctly suburban and a very odd, almost eerie, atmosphere. A cautionary tale.)



Staff Comment: Pictured above is a Google Street View screenshot showing the idea of homes fronting Weddington Church Road with a marginal access street on the left side of the road compared to a line of trees buffering rear yards on the right side of the street.



Staff Comment: Canisteo is a great example of unintended consequences of large buffers. The plan on the left was approved. There is no conservation planning involved. It looks as though the applicant took a conventional subdivision and reduced the lot sizes to fit it in the middle of the site versus a redesigned plan using the 4 step process that is planned around open space first in the picture to the right

The following language (in green) was provided by Mr. Arendt.

46-77 Buffering along thoroughfares.

- (a) Residential developments shall be designed so that lots face toward either internal subdivision streets or toward existing state roads across conservation land such as “foreground meadows”. As an exception, the rear or side yards of lots may be oriented toward existing state roads when buffered by at least 150 feet of existing woodland providing adequate visual screening throughout the year. That woodland buffer width may be reduced to 50 feet if a double row of evergreen trees is planted, utilizing a species that does not lose its lower branches as they age, as do many pines. ~~Where side and rear lot lines abut along a thoroughfare, the subdivider shall provide a natural buffer between the lot lines paralleling the thoroughfare and the thoroughfare road right of way. The natural buffer shall materially screen all principal and accessory uses from public view from the thoroughfare. The buffer shall consist of a natural plantings or a berm.~~ Any walls, fences or other constructed devices shall be allowed within the buffer area and shall be approved by the zoning administrator. Earthen berms are not a permitted design approach as they are inherently nonrural and would inappropriately alter the rural character of the RCD, even if landscaped.

46-78 Buffering along adjacent uses.

- (a) The subdivider is encouraged to propose the use of existing natural vegetation and/or topography or a combination of existing features as prescribed in this section when the purpose and intent of this section can be met with such methods.
- (b) Such screening shall be located on the property with the use with which it is associated or required and shall materially screen the subject use from the view of the adjoining properties. Screening shall be in the form of all-natural material, including brick with no exposed cement block. When screening is in the form of natural vegetation, a buffer strip at least ten feet wide shall be planted. This strip shall be free of all encroachments by building, parking areas or impervious coverage.

- (c) The buffer requirement is 100 feet between homes in the proposed subdivision and nonresidential development on adjoining properties. ~~for subdivisions, which is the minimum distance separation from the edge of the road right-of-way.~~ This buffer width may be reduced to 50 feet if a double row of evergreen trees is planted, utilizing a species that does not lose its lower branches as they age, as do many pines. To maintain year-round screening, evergreen shrubs shall not be of a species attractive to deer as winter food.

46-79 Buffering Standards

- (a) Table 46-76 lists the required planting of trees and shrubs within a buffer.
- (b) If the required buffer exceeds 15 percent of the total acreage of the parcel, the zoning administrator may reduce the required buffer to an amount equal to 15 percent, **provided that sufficient evergreens are planted to create an effective visual buffer, as described above**

TABLE 46-76

ACRES	< 0.5	0.5	1.0	1.5	2.0	2.5	3.0	3.5	4.0	4.5	5.0	5.5	6.0	6.5	7.0	7.5	8.0	8.5	9.0	9.5	10 or more
TREES (per 100 ft.)	3			4			5			5			7				8				9
SHRUBS (per 100 ft.)	20																				20

- (c) Any fence or wall shall be permitted with the following standards:
- Constructed in a durable fashion of brick, stone, other masonry materials or wood posts and planks or metal or other materials specifically designed as fencing materials, or any combination thereof as may be approved by the zoning administrator. No more than 25 percent of the fence surface shall be left open, and the finished side of the fence shall face the abutting property. A chain-link fence with plastic, metal or wooden slats may not be used when abutting residential uses and districts;
 - Walls and fences shall be a minimum height of six feet.
- (d) Required trees and shrubs within the buffer shall meet the following standards:
- Forty percent of the required trees within the buffer shall be large mature trees;
 - All trees shall have a minimum caliper of two inches measured six inches above ground at the time of planting;
 - Shrubs shall be evergreen and at least three feet tall when planted with the average height of six feet in three to four years. However, 25 percent of the shrubs may vary from the above standard. The allowed variations are as follows:
 - Shrubs may be deciduous;
 - Shrubs may be two feet tall when planted, provided an average height of three to four feet is expected as normal growth within four years;
 - Shrubs planted on a berm may be of lesser height, provided the combined height of the berm and plantings is at least eight feet after four years;

- d. Shrubs and trees shall be on the approved plant list in appendix 1 to chapter 58;
- e. All specifications for the measurement, quality, and installation of trees and shrubs shall be in accordance with the American Standards for Nursery Stock, published by the American Association of Nurserymen, and free of disease; and
- f. Twenty-five percent of all trees will be evergreen. Evergreen trees shall be of a species that does not lose its lower branches as the trees age, as do many pines.

Determining the Design Approach: The town, which will inherit and live with the results of new developments for generations to come, should make the decision of whether a subdivision may be a conventional R40 or whether it shall be an RCD, based on the Yield Plan and the RCD sketch -- just like it allows certain uses in certain zones and prohibits them in others. Development is a privilege, not an absolute right, and can be regulated by ordinance provisions consistent with the town's Comprehensive Land Use Plan. That decision could be made by the Planning Board, upon a recommendation from the town planner, or by the Council upon a recommendation from the Planning Board and town planner.

Staff Comment: nothing was added to address this.

Yield Plan Verification: The town should very closely examine, even scrutinize, Yield Plans, to ensure they do not contain lots that would in fact not be feasible to create. When in doubt, it could engage a consulting engineer for this purpose, to potentially rebut the arguments of the applicant's engineer.

Staff Comment: Staff has the town engineer review yield plans to make sure the lots are buildable. This was NOT done in the past.

Minimum Buildable Area: The current 5000 SF requirement for buildable area on an R40 lots (such as shown on Yield Plans) should be increased to 15,000 SF of contiguous minimum buildable area. I do not think it unreasonable to require that at least 37% of an R40 lot be usable, allowing 63% to be unbuildable. The current 5000 SF figure is not appropriate for Weddington and has in fact been recently abused by an applicant whose so-called 5000 SF areas consisted mostly of unbuildable stream buffer land, leaving only about 2000 SF of buildable area on those lots that he used to inflate his RCD density and create a densely packed knot of lots in the center of the property.

c. A yield plan to determine the maximum number of house lots that could be feasibly be created on the property in a conventional layout, to establish a fair and equitable number of lots within a new conservation subdivision. -- Conservation subdivisions in the R-CD district are designed to be density neutral (i.e., allow for the same number of lots as that which could be platted under applicable subdivision requirements as a conventional subdivision, with a minimum lot size of 40,000 square feet). All lot sizes shall be a minimum 40,000 square feet and have a buildable area of a contiguous 10,000 square feet.

Maximum Unbuildable Land within Minimum Required Open Space: No more than say 20 percent of the minimum required open space should consist of unbuildable land, such as wetlands, floodplains, waterbodies, steep slopes over 25 percent, streams and their environmental buffers, and power line and gas line ROWs. This land would be preserved in any case, and the purpose of an RCD is to protect the land that would otherwise be graded and built upon. Active recreational facilities such as paved tennis courts, pools, etc. should be counted as open space, but parking areas should not be so included.

j. Not more than 20 percent of the minimum required area of conservation lands shall be comprised of wetlands, submerged lands, steep slopes, floodways, or land under high voltage electrical transmission lines (conducting 69 kilovolts or more).

Working with the Terrain: Mass grading should be specifically discouraged, very strongly, by requiring site designers to lay out their projects with the existing contours as much as possible. The grading plans they submit will inform the town's consulting engineer how well the applicant has followed this provision. The result will be more naturalistic neighborhoods, more attractive and not looking so much like a manufactured product.

Conservation subdivisions shall be designed to harmonize with the existing terrain, so that mass grading can be minimized, and the natural character of the underlying land will be preserved, to the maximum extent feasible. Site designers shall therefore lay out streets and house lots to conform to the existing topography as much as possible.

Location of Open Space: In addition to being located where the Site Analysis Plan and Site Walk findings suggest it should be, it is helpful to remember that open space situated along the outside edges of curving street, or at the ends of cul-de-sacs, forms highly visible terminal vistas.

Staff Comment: nothing was added to address this.

Cul-de-Sac Design: Short cul-de-sacs, such as those less than say 500 feet, should be generally required to be designed as "closes", in which the 130-foot diameter of the turning circle is extended back to its beginning so that a long central island can be created in the middle. This island, often 30-50 feet wide, can be planted with trees (such as red maple or sycamores), and could be designed to function as a rain garden for stormwater infiltration, by tilting the two one-way lanes looping around the close toward the central green. All cul-de-sacs and closes should have trail connections at their ends, leading into the open space.

Cul-de-Sac Length: The same maximum length should be required for RCDs and R40 subdivisions. I suggest about 850 feet, enough for 18 RCD lots and a dozen conventional lots.

- (1) Permanent dead-end streets shall not exceed 1000 feet in length or provide sole access to more than 18 dwelling units, whichever is less. Measurement shall be from the point where the centerline of the dead-end street intersects with the center of a through street to the center of the turnaround of the cul-de-sac. The distance from the edge of pavement on the vehicular turnaround to the right-of-way line shall not be less than the distance from the edge of pavement to right-of-way line on the street approaching the turnaround. Cul-de-sac pavement and right-of-way diameters shall be in accordance with NCDOT design standards. Designs other than the "bulb" end design with a circular right-of-way will be subject to the approval of the Division Engineer of the Division of Highways, North Carolina Department of Transportation and the town council after review on an individual basis. Culs-de-sac shall not be allowed where connection with an existing street is possible. When culs-de-sac end in the vicinity of an adjacent undeveloped property capable of being developed in the future, a right-of-way or easement shall be shown on the final plan to enable the street to be extended when the adjoining property is developed. Cul-de-sacs in conservation subdivisions shall generally include a pedestrian connection to the open space behind the lots they serve, preferably at the end of the cul-de-sac.
- (2) Culs-de-sac shall generally be designed with central islands (preferably teardrop shaped) where trees are retained or planted. Cul-de-sacs less than 600 feet long shall generally be designed as "closes", with two one-way streets bounding a central "boulevard island" not less than 35 feet across. This can be easily accomplished by extending the outer edges of the turning half-circle perpendicularly to the street from which the cul-de-sac springs. The central open space offers opportunities for tree planting and "rain garden" infiltration areas for stormwater (particularly when the street pavement is sloped inward toward the central open space).

Trails: Trails should be constructed at the same time as the streets, so they are in place before the first lots are sold. That way they will be provided properly and in a timely manner (unlike at Stratford Hall, where the eased area on the approved plan has been claimed by adjacent lot owners). Those trail heads should be marked with small signs.

Staff Comment: nothing was added to address this.

Conservation Land Signage: Conserved land should be marked with signs informing people that the land is permanently protected by a perpetual conservation easement held by the town (and the Catawba Land Conservancy?). The ordinance requirements for a unanimous vote of the HOA to propose development on its open space is another excellent protection tool.

Staff Comment: nothing was added to address this.

Street Trees: Shade trees should usually be planted between sidewalks and curbing. The last subdivision we visited on Wednesday morning provided a good example of this approach, where the trees will ultimately cast their welcome shade on both the streets and sidewalks.

- (a) Shade trees shall be shown within the cleared right-of-way at 40-foot intervals along both sides of proposed streets, in areas where trees have been removed or did not previously exist. Such trees shall be capable of attaining a mature height of at least 40 feet and shall generally be of a local native species such as frequently found in the natural woodlands of the area, although other species such as sycamore and linden are also good choices. Non-native trees with invasive tendencies such as Norway maple shall be avoided.

Street Pavement Width: Streets that have parkland on one side can be several feet narrower, as there is no potential parking demand from the green side of the street. Also, RCD streets could be allowed, in general, to be two feet less wide than those currently required in R40 developments, and streets in those R40 development could be increased by two feet, to create a four-foot differential, encouraging developers to opt for RCD (unless the town follows an earlier recommendation about its determining whether RCD or R40 will be allowed).

Staff Comment: nothing was added to address this.

Conservancy Lots and Non-Common Open Space: Lots that are more than say five acres in area could be allowed to count four acres toward the minimum open space requirements for the subdivision. This would be private noncommon open space, not accessible to other subdivision residents, and maintained by the owner of that large lot (reducing maintenance responsibilities for the HOA and boosting everyone's property values a bit). This is an option I would not expect many developers to select, but it could provide flexibility and variety, particularly when a property has a special original house on it, as Stratford Hall had/has. Not more than say 20 percent of the total minimum required open space should be allowed to be created in such Conservancy Lots, so that residents would still have considerable common land to enjoy.

Staff Comment: nothing was added to address this.

Stormwater Management: Because runoff from several RCD subdivisions have reportedly damaged neighboring properties downstream, the town might want to engage the services of a consulting engineer to check the stormwater calculations and detention basin provision in all proposed subdivisions. I also recommend investigating the two projects that have apparently caused downstream problems, to determine if the fault lies in weak and ineffective state regulations, or in poor design by the developer's engineer, or both. Both DNR agency

staff and the developer's engineer could be called to a meeting in the town offices where they could be asked to look deeply into the situation and report back to the town on their findings. The town could enforce stormwater regulations if it adopted the state's regulations, in case DNR does not follow up on enforcement. When the state drops the enforcement ball, it effectively encourages developers to cut corners on this critical piece of infrastructure. Chapter 13 of the new *Rural by Design* is a primer on stormwater issues, and explains and illustrates the raingarden concept, which can reduce the size of the potentially huge basins that developers seem to favor.

Staff Comment: Stormwater runoff is from past approved subdivisions that didn't require detention. The new subdivisions Harlows Crossing and Canisteo have not had any runoff issues.

TOWN OF W E D D I N G T O N

MEMORANDUM

TO: Mayor and Town Council

FROM: Lisa Thompson, Administrator/Planner

DATE: 2/09/2019

SUBJECT: Level of Service Analysis for Priority Intersections

The CRTPO is in the process of updating its discretionary fund allocation policy. Projects must be planned for in advance and designed to a certain extent to avoid major contingencies.

The Town has asked STV Engineers, Inc. (STV) and Kimley Horn for a price to assist the town by providing capacity analysis results for both existing (base year) intersection configurations and design year (2040) intersection configurations. Additionally, summarize crash data at the five intersections for potential crash patterns and possible crash mitigation recommendations. These findings (capacity analysis and crash analysis) may be used by the Town to apply for funding for improvements at the intersections.

The intersections are as follows

- Antioch Church Road and Forest Lawn Drive
- Antioch Church Road and Beulah Church Road
- Beulah Church Road and Twelve Mile Church Road
- New Town Road and Twelve Mile Creek Road
- Potter Road and Forest Lawn Drive

Included in the capacity analysis the traffic engineering firm will do traffic counts including peak hour turning movement counts. The analysis will include future growth projections and use a combination of previous traffic impact analyses (TIAs), nearby NCDOT traffic forecasts, model outputs from the Metrolina Regional Model (MRM), and engineering judgement to develop growth rates. The traffic engineering firm and the Town will mutually agree upon the growth rate to be used and will be documented in the analysis memo.

Synchro/SimTraffic and SIDRA shall be used as appropriate for analyzing the intersections. The analysis will follow NCDOT Congestion Management Capacity Analysis Guidelines. It will include existing conditions, no-build conditions, and build conditions.

Using NCDOT Traffic Engineering Accident Analysis System (TEAAS) reports provided by the Town, STV will provide crash summaries at each intersection. The summaries will include comparisons to

statewide rates, notable crash patterns, and recommendations to potentially improve safety at the intersections.

A technical memorandum detailing growth rate assumption, capacity analysis results (delay/LOS), TEAAS crash analysis summary, and improvement recommendations will be provided.

The lowest bid to collect data and analyze all 5 intersections is from Kimley Horn at a lump sum of \$11,500. If the Council is ready, staff is seeking approval to enter into contract to begin the work. This information will give us what we need to apply for the extra DA funds that will be available this late summer.

TOWN OF W E D D I N G T O N

MEMORANDUM

TO: Mayor and Town Council

FROM: Lisa Thompson, Administrator/Planner

DATE: 2/09/2019

SUBJECT: Road Widening Improvements – Metal Strain Poles

Staff has been in discussion with NCDOT regarding the NC 16 and NC 84 intersection due to its overlap with U-5769 (Providence Rd widening). Staff asked for a cost estimate to update the intersection to mass arm poles. Other options became available if requested. Staff is need of feedback on the following options:

- 1) New 84 at Rea Rd Intersection:
 - a) Due to the size and layout of the intersection mast arms are not feasible. Metal Strain poles will be provided. Does the town want to consider paying \$6,800 to black powder coat the metal strain poles? The cost would be part of the Rea Rd. Ext project. (cost for this upcoming fiscal year).
 - b) There is no additional cost to change from metal strain poles to mast arms at the u-turn bulbs at this intersection. The town will need a letter requesting the change. Does the Town want to update to mass arm poles at the u-turn bulbs?
 - c) There is a cost if powder coating is requested at the u-turn bulbs. The cost is around \$1,900 per U-turn. 4 bulbs would be approximately \$7600 in addition to the \$6,800 above. Does the Town want to powder coat the u-turn bulb poles?
 - d) Does the Town have a desire to accommodate pedestrians at these U-turn bulbs? If so these costs would increase, double, to allow this to happen. \$2,300 for the northern U-turn bulb and \$3,800 for the southern U-turn bulb. The reason the northern U-turn bub cost is higher us due to dual U-turn lanes needed. The reason the southern U-turn bulb is higher is there are two U-turn bulbs there.
- 2) Does the Town want to see upgrades to mast arms at other signal locations along Rea Rd Ext.? A signal is proposed at the intersection of old NC 84 where the new location

alignment ties back into existing Weddington Road, another at the intersection of NC 84 and Twelve Mile Creek Road, two in front of the High School, and another at Deal Road.

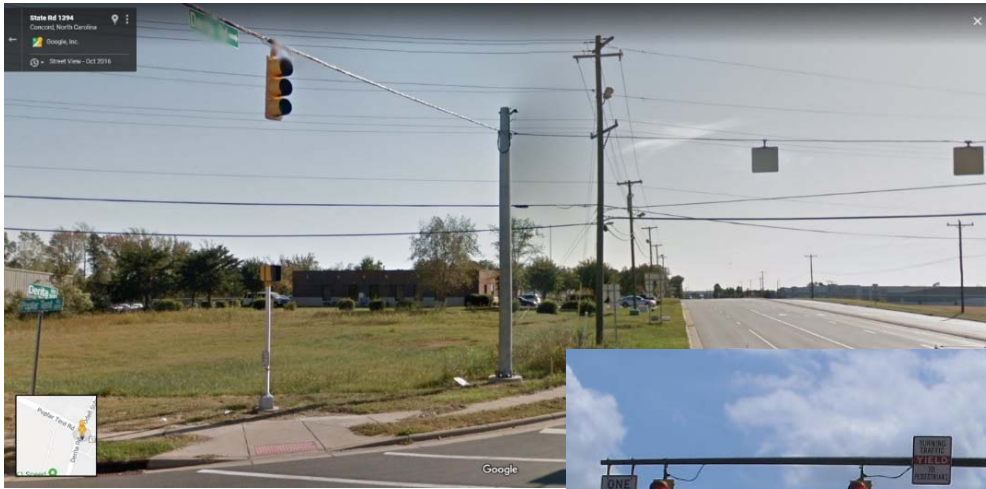


Figure 2 - Metal Strain Pole Example



Figure 3 - Mast Arm Pole Example

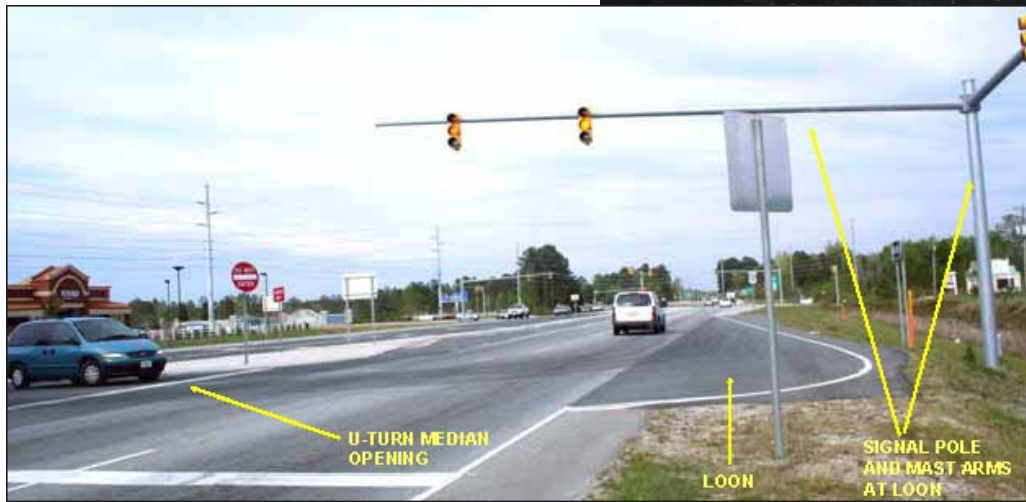


Figure 1 - U-turn Bulb mast arm pole example

**TOWN OF
W E D D I N G T O N**

MEMORANDUM

TO: Mayor and Town Council

FROM: Lisa Thompson, Administrator/Planner

DATE: 2/09/2019

SUBJECT: Public Safety

Councilman Smith will provide information for this agenda item.

TOWN OF WEDDINGTON

MEMORANDUM

TO: Mayor and Town Council

FROM: Lisa Thompson, Administrator/Planner

DATE: 2/09/2019

SUBJECT: Town Park/Plaza

Cardno has provided the Town Council with two site plans and some opinions of probable construction costs to review.

Staff is seeking input on the overall design so staff can start the planning and design phase.

A potential outline for construction is as follows:

RFQ process – April 2019

site plan design/input – June 2019

Conditional District Rezoning

Public Input Meeting – July 2019

Planning Board – July 2019

Call for Public Hearing – August 2019

Public Hearing – September 2019

Construction Plan review process – November 2019

Bid construction – January 2020 construction

Attached:
Plan A and Costs
Plan B and Costs


OPINION OF PROBABLE CONSTRUCTION COST
TOWN HALL PARK - CONCEPT A

PROJECT:	TOWN HALL PARK	DATE:	1/18/2019
CLIENT:	TOWN OF WEDDINGTON		

ITEM #	DESCRIPTION	QUANTITY	UNITS	UNIT COST	TOTAL COST
DEMOLITION					
1	House Demolition	3,055	SF	\$20.00	\$ 61,100.00
2	Curb Demolition	75	LF	\$18.00	\$ 1,350.00
3	Asphalt	725	SF	\$6.00	\$ 4,350.00
				SUBTOTAL	\$66,800.00

EARTHWORK					
1	Overall Grading	3,300	CY	\$3.00	\$ 9,900.00
2	Mobilization	1	LS	\$15,000.00	\$ 15,000.00
3	Staking	1	LS	\$15,000.00	\$ 15,000.00
				SUBTOTAL	\$39,900.00

STREETS					
1	Asphalt	1,250	SF	\$2.50	\$ 3,125.00
2	Asphalt Resurfacing	6,375	SF	\$1.50	\$ 9,562.50
3	Curb	285	LF	\$12.00	\$ 3,420.00
				SUBTOTAL	\$16,107.50

PAVING					
1	Vehicular Pavers	2,210	SF	\$20.00	\$ 44,200.00
2	Flagstone	735	SF	\$15.00	\$ 11,025.00
3	Concrete Curb for Pea Gravel Parking Plaza	220	LF	\$12.00	\$ 2,640.00
4	Pea Gravel Plaza (8")	6,000	SF	\$0.80	\$ 4,800.00
				SUBTOTAL	\$62,665.00

WATER SERVICE					
1	Domestic Meter / Backflow for Splash Pad	1	LS	\$4,000.00	\$ 4,000.00
2	Domestic Meter / Backflow for Restroom Building	1	LS	\$4,000.00	\$ 4,000.00
3	Domestic Meter / Backflow for Refurbished Garage Building	1	LS	\$4,000.00	\$ 4,000.00
4	Hose Bib for Pea Gravel Plaza	1	LS	\$2,500.00	\$ 2,500.00
				SUBTOTAL	\$14,500.00

SANITARY SEWER SERVICE					
1	Sanitary Sewer Connection for Splash Pad	1	LS	\$2,620.00	\$ 2,620.00
2	Sanitary Sewer Connection for Restroom Building	1	LS	\$2,620.00	\$ 2,620.00
3	Sanitary Sewer Connection for Refurbished Garage	1	LS	\$2,620.00	\$ 2,620.00
				SUBTOTAL	\$7,860.00

STORM SEWER SERVICE					
1	Stormwater System with Water Quality and Detention	1	LS	\$81,000.00	\$ 81,000.00
2	Stormwater System without Water Quality and Detention	1	LS	\$46,000.00	\$ 46,000.00
				SUBTOTAL	\$127,000.00

SITE ELECTRICAL / LIGHTING					
1	Electrical Outlet / Connection for Pea Gravel Plaza	1	LS	\$17,000.00	\$ 17,000.00
2	Electrical Outlet / Connection for Covered Stage / Band Shelter	1	LS	\$9,000.00	\$ 9,000.00



OPINION OF PROBABLE CONSTRUCTION COST

TOWN HALL PARK - CONCEPT A

PROJECT:	TOWN HALL PARK	DATE:	1/18/2019
CLIENT:	TOWN OF WEDDINGTON		

ITEM #	DESCRIPTION	QUANTITY	UNITS	UNIT COST	TOTAL COST
3	Electrical Outlet / Connection for Restroom Building	1	LS	\$10,000.00	\$ 10,000.00
4	Electrical Outlet / Connection for Refurbished Garage	1	LS	\$12,000.00	\$ 12,000.00
5	Bollard Lights	20	EA	\$300.00	\$ 6,000.00
6	Pedestrian Scale Poles	1	LS	\$60,000.00	\$ 60,000.00
7	New Electrical Service	1	LS	\$14,000.00	\$ 14,000.00
				SUBTOTAL	\$128,000.00

	SITE STRUCTURES				
1	Facility Bldg	1	LS	\$59,200.00	\$ 59,200.00
2	Covered stage/Band shelter	1	LS	\$32,000.00	\$ 32,000.00
3	Playground equipment + surface	1	LS	\$75,000.00	\$ 75,000.00
4	Renovated Garage	1	LS	\$80,000.00	\$ 80,000.00
				SUBTOTAL	\$246,200.00

	SITE AMENITIES / FURNISHINGS				
1	Benches	3	EA	\$1,000.00	\$ 3,000.00
2	Splash pad	1	LS	\$48,000.00	\$ 48,000.00
3	Monolithic concrete table	3	EA	\$2,500.00	\$ 7,500.00
4	Bollards	28	EA	\$350.00	\$ 9,800.00
5	Picnic Tables	6	EA	\$3,000.00	\$ 18,000.00
6	Trash Receptacles	4	EA	\$1,000.00	\$ 4,000.00
7	Bicycle Rack	2	EA	\$900.00	\$ 1,800.00
				SUBTOTAL	\$92,100.00

	HARDSCAPE				
1	Concrete-Sidewalks	10,575	SF	\$5.00	\$ 52,875.00
2	Concrete-colored	7,480	SF	\$8.00	\$ 59,840.00
3	Concrete base for Bollards	507	SF	\$12.00	\$ 6,084.00
4	Seating walls	282	SF	\$35.00	\$ 9,870.00
				SUBTOTAL	\$128,669.00

	FENCING				
1	Erosion Control	1	LS	\$34,000.00	\$ 34,000.00
2	Tree Protection Fence	1,400	LF	\$1.50	\$ 2,100.00
				SUBTOTAL	\$36,100.00

	WATER FEATURES				
1	Fountain	1	LS	\$25,000.00	\$ 25,000.00
				SUBTOTAL	\$25,000.00

	LANDSCAPE PLANTING				
1	Landscape	1	LS	\$147,000.00	\$ 147,000.00
				SUBTOTAL	\$147,000.00

	IRRIGATION				
1	Overall Irrigation	1	LS	\$99,000.00	\$ 99,000.00

**OPINION OF PROBABLE CONSTRUCTION COST**

TOWN HALL PARK - CONCEPT A

PROJECT:	TOWN HALL PARK	DATE:	1/18/2019
CLIENT:	TOWN OF WEDDINGTON		

ITEM #	DESCRIPTION	QUANTITY	UNITS	UNIT COST	TOTAL COST
				SUBTOTAL	\$99,000.00

CONSULTANT FEES					
1	(i.e. - Architect, Civil, Electrical, Landscape Arch, etc.)	0	LS	\$	-
				SUBTOTAL	\$0.00

Subtotal	\$1,236,901.50
10% Contingency	\$123,690.15

GRAND TOTAL	\$1,360,591.65
--------------------	-----------------------


OPINION OF PROBABLE CONSTRUCTION COST
TOWN HALL PARK - CONCEPT B

PROJECT:	TOWN HALL PARK	DATE:	1/18/2019
CLIENT:	TOWN OF WEDDINGTON		

ITEM #	DESCRIPTION	QUANTITY	UNITS	UNIT COST	TOTAL COST
DEMOLITION					
1	House Demolition	3,055	SF	\$20.00	\$ 61,100.00
2	Curb Demolition	253	LF	\$18.00	\$ 4,554.00
3	Asphalt	6,525	SF	\$6.00	\$ 39,150.00
				SUBTOTAL	\$104,804.00

EARTHWORK					
1	Overall Grading	4,200	CY	\$3.00	\$ 12,600.00
2	Mobilization	1	LS	\$15,000.00	\$ 15,000.00
3	Staking	1	LS	\$15,000.00	\$ 15,000.00
				SUBTOTAL	\$42,600.00

STREETS					
1	Asphalt	25,505	SF	\$2.50	\$ 63,762.50
2	Stripes	2,289	LF	\$2.70	\$ 6,180.30
3	Concrete Curb	100	LF	\$12.00	\$ 1,200.00
				SUBTOTAL	\$71,142.80

PAVING					
1	Flagstone	780	SF	\$15.00	\$ 11,700.00
2	Concrete Curb for Pea Gravel Parking Plaza	270	LF	\$12.00	\$ 3,240.00
3	Pea Gravel Plaza (8")	4,550	SF	\$0.80	\$ 3,640.00
				SUBTOTAL	\$18,580.00

WATER SERVICE					
1	Domestic Meter / Backflow for Splash Pad	1	LS	\$4,000.00	\$ 4,000.00
2	Domestic Meter / Backflow for Restroom Building	1	LS	\$4,000.00	\$ 4,000.00
3	Domestic Meter / Backflow for Refurbished Garage Building	1	LS	\$4,000.00	\$ 4,000.00
4	Hose Bib for Pea Gravel Plaza	1	LS	\$2,500.00	\$ 2,500.00
				SUBTOTAL	\$14,500.00

SANITARY SEWER SERVICE					
1	Sanitary Sewer Connection for Splash Pad	1	LS	\$2,620.00	\$ 2,620.00
2	Sanitary Sewer Connection for Restroom Building	1	LS	\$2,620.00	\$ 2,620.00
3	Sanitary Sewer Connection for Refurbished Garage	1	LS	\$2,620.00	\$ 2,620.00
				SUBTOTAL	\$7,860.00

STORM SEWER SERVICE					
1	Stormwater System with Water Quality and Detention	1	LS	\$81,000.00	\$ 81,000.00
2	Stormwater System without Water Quality and Detention	1	LS	\$46,000.00	\$ 46,000.00
				SUBTOTAL	\$127,000.00

SITE ELECTRICAL / LIGHTING					
1	Electrical Outlet / Connection for Pea Gravel Plaza	1	LS	\$17,000.00	\$ 17,000.00
2	Electrical Outlet / Connection for Covered Stage / Band Shelter	1	LS	\$9,000.00	\$ 9,000.00
3	Electrical Outlet / Connection for Restroom Building	1	LS	\$10,000.00	\$ 10,000.00


OPINION OF PROBABLE CONSTRUCTION COST
TOWN HALL PARK - CONCEPT B

PROJECT:	TOWN HALL PARK	DATE:	1/18/2019
CLIENT:	TOWN OF WEDDINGTON		

ITEM #	DESCRIPTION	QUANTITY	UNITS	UNIT COST	TOTAL COST
4	Electrical Outlet / Connection for Refurbished Garage	1	LS	\$12,000.00	\$ 12,000.00
5	Pedestrian Scale Poles	1	LS	\$60,000.00	\$ 60,000.00
6	New Electrical Service	1	LS	\$14,000.00	\$ 14,000.00
				SUBTOTAL	\$122,000.00

	SITE STRUCTURES				
1	Facility Bldg	1	LS	\$43,200.00	\$ 43,200.00
2	Covered stage/Band shelter	1	LS	\$39,500.00	\$ 39,500.00
3	Playground equipment + surface	1	LS	\$75,000.00	\$ 75,000.00
4	Renovated Garage	1	LS	\$80,000.00	\$ 80,000.00
				SUBTOTAL	\$237,700.00

	SITE AMENITIES / FURNISHINGS				
1	Benches	3	EA	\$1,000.00	\$ 3,000.00
2	Splash pad	1	LS	\$70,000.00	\$ 70,000.00
3	Monolithic concrete table	3	EA	\$2,500.00	\$ 7,500.00
4	Bollards	16	EA	\$350.00	\$ 5,600.00
5	Picnic Tables	6	EA	\$3,000.00	\$ 18,000.00
6	Trash Receptacles	4	EA	\$1,000.00	\$ 4,000.00
7	Bicycle Rack	2	EA	\$900.00	\$ 1,800.00
				SUBTOTAL	\$109,900.00

	HARDSCAPE				
1	Concrete-sidewalks	12,300	SF	\$5.00	\$ 61,500.00
2	Concrete-colored	4,815	SF	\$8.00	\$ 38,520.00
3	Seating walls	1,460	SF	\$35.00	\$ 51,100.00
				SUBTOTAL	\$151,120.00

	FENCING				
1	Erosion Control	1	LS	\$34,000.00	\$ 34,000.00
2	Tree protection Fence	1,400	LF	\$1.50	\$ 2,100.00
				SUBTOTAL	\$36,100.00

	WATER FEATURES				
1	Fountain	1	LS	\$25,000.00	\$ 25,000.00
				SUBTOTAL	\$25,000.00

	LANDSCAPE PLANTING				
1	Overall Landscape	1	LS	\$132,000.00	\$ 132,000.00
				SUBTOTAL	\$132,000.00

	IRRIGATION				
1	Overall Irrigation	1	LS	\$95,000.00	\$ 95,000.00
				SUBTOTAL	\$95,000.00

	CONSULTANT FEES				
--	-----------------	--	--	--	--

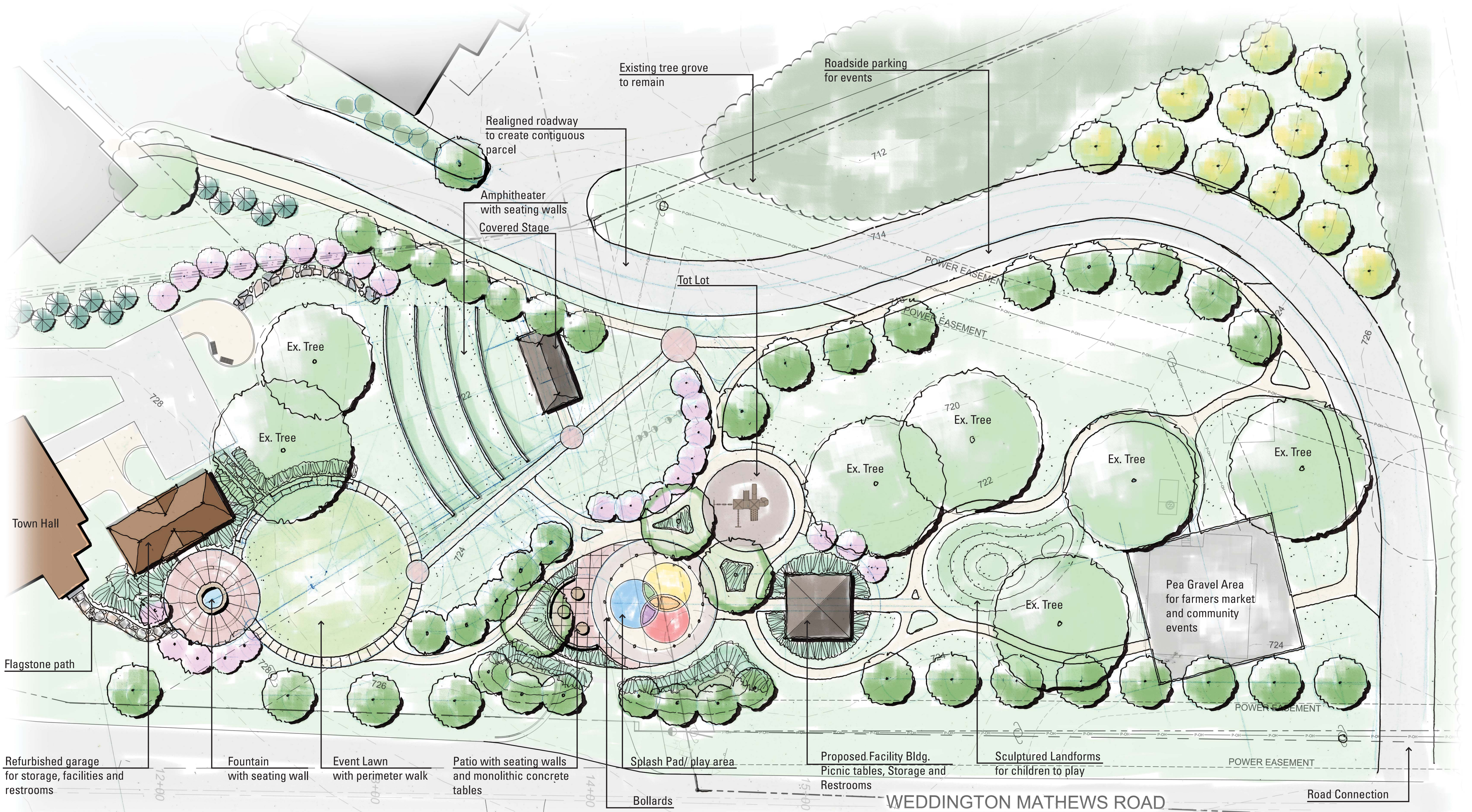
**OPINION OF PROBABLE CONSTRUCTION COST****TOWN HALL PARK - CONCEPT B**

PROJECT:	TOWN HALL PARK	DATE:	1/18/2019
CLIENT:	TOWN OF WEDDINGTON		

ITEM #	DESCRIPTION	QUANTITY	UNITS	UNIT COST	TOTAL COST
1	(i.e. - Architect, Civil, Electrical, Landscape Arch, etc.)	0	LS		
				SUBTOTAL	\$0.00

Subtotal	\$1,295,306.80
10% Contingency	\$129,530.68

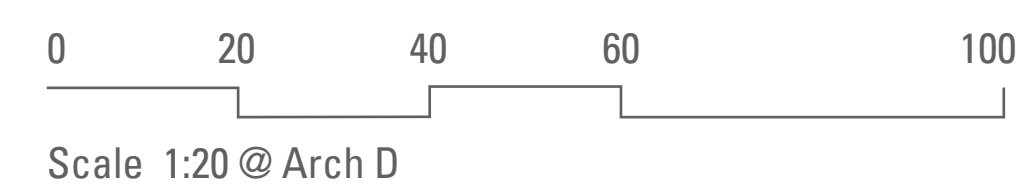
GRAND TOTAL	\$1,424,837.48
--------------------	-----------------------



PLAN CONCEPT B



planning
civil engineering
landscape architecture
environmental management



TOWN OF WEDDINGTON TOWN HALL PARK

This plan is conceptual in nature. Site revisions may occur based on grading and jurisdictional requirements.

DATE
2018-11-08

TOWN OF WEDDINGTON

MEMORANDUM

TO: Mayor and Town Council

FROM: Lisa Thompson, Administrator/Planner

DATE: 2/09/2019

SUBJECT: Town Newsletter/Publications/Events

Information about the Weddington Journal will be provided at the retreat.



Weddington Crime Map...

On January 14th, the Town Council was presented with a new interactive crime map. While Weddington is already a safe community, this map will allow our town to stay informed of all important happenings within Weddington limits.

*Have any questions about the community?
Contact us!*

TOWN HALL
1924 Weddington Rd., | Weddington, NC

PHONE | (704) 846-2709
E-MAIL | lthompson@townofweddington.com
WEB | www.townofweddington.com

WHAT'S HAPPENING IN WEDDINGTON In this issue...

- 3 Review site plans for Weddington's new plaza and park - then share your thoughts with us!
- 4 A special message from the Weddington Town Council and Mayor Callis.
- 5 A full recap of Weddington's annual Christmas Tree Lighting.



TOWN OF W E D D I N G T O N

MEMORANDUM

TO: Mayor and Town Council

FROM: Lisa Thompson, Administrator/Planner

DATE: 2/09/2019

SUBJECT: Town Trash Collection/Litter Pickup

Based on our current population, staff estimates that there are approximately 3,500 households in the Town.

Staff estimates that the Town would have to pay a private trash collector at least \$565,000 per year to provide collection of solid waste and recyclables to our citizens.

In addition, the Town would have a one-time cost of \$170,520 for the purchase of trash carts.

Yard waste collection is not included in this estimate. Also, employee's time dedicated to trash collection and additional tax collection requirements shall be expected.

NC General Statute 160A-327 addresses displacement of private solid waste collection services. Under this statute, a municipality must either delay the start of these services for 15 months from the date of the first publication of notice of such services or provide compensation to the displaced private companies equal to the total gross revenues for collection services provided in the displacement area for the six months prior to the first publication of notice. The compensation is payable as follows: one-third within 30 days of the displacement, and the balance in six equal monthly installments during the next six months.

Advantages: less wear and tear on the roads; tax deductible

Disadvantage: lose choice of service, staff resources; complaints

Council is requested to discuss and direct staff as to further actions.

Agenda Item 8. Finance

TOWN OF WEDDINGTON ESTIMATED TOWN OPERATING BUDGET FY2020

	<u>FY2018 ACTUAL</u>	<u>FY2019 AMENDED BUDGET</u>	<u>ACTUAL AS OF 1/31/19</u>	<u>PROJECTED 6/30/2019</u>	<u>PRELIMINARY OPERATING BUDGET FY2020</u>
REVENUE:					
10-3101-110 AD VALOREM TAX - CURRENT	1,053,317.19	1,065,000.00	1,050,579.19	1,079,319.99	1,105,000.00
10-3102-110 AD VALOREM TAX - 1ST PRIOR YR	4,435.93	3,000.00	1,140.53	2,808.73	3,000.00
10-3103-110 AD VALOREM TAX - NEXT 8 YRS PRIOR	2,405.25	1,000.00	823.57	1,486.02	1,000.00
10-3110-121 AD VALOREM TAX - MOTOR VEH CURRENT	98,834.95	92,500.00	51,931.90	93,931.90	96,000.00
10-3115-180 TAX INTEREST	2,826.61	2,250.00	688.67	2,250.00	2,250.00
10-3231-220 LOCAL OPTION SALES TAX REV - ART 39	347,930.35	335,000.00	152,096.52	344,596.52	360,000.00
10-3322-220 BEER & WINE TAX	45,517.32	45,000.00	0.00	45,000.00	45,000.00
10-3324-220 UTILITY FRANCHISE TAX	465,788.53	460,000.00	230,088.56	466,088.56	465,000.00
10-3340-400 ZONING & PERMIT FEES	47,330.00	35,000.00	28,715.00	35,000.00	10,000.00
10-3350-400 SUBDIVISION FEES	27,330.00	20,000.00	14,100.00	20,000.00	
10-3830-891 MISCELLANEOUS REVENUES	1,719.81	1,000.00	1,212.00	1,750.00	1,750.00
10-3831-491 INVESTMENT INCOME	11,301.98	7,500.00	11,288.90	17,288.90	21,000.00
TOTAL REVENUE	<u>2,108,737.92</u>	<u>2,067,250.00</u>	<u>1,542,664.84</u>	<u>2,109,520.62</u>	<u>2,110,000.00</u>
GENERAL GOVERNMENT EXPENDITURE:					
10-4110-126 FIRE DEPT SUBSIDIES	733,056.00	747,860.00	433,624.38	747,860.00	747,860.00
10-4110-127 FIRE DEPT CAPITAL/BLDG MAINTENANCE	130.00	25,000.00	15,481.00	16,000.00	
10-4110-128 POLICE PROTECTION	264,174.00	288,600.00	216,448.20	288,600.00	288,600.00
10-4110-192 ATTORNEY FEES - GENERAL	91,674.51	60,000.00	30,000.00	30,000.00	30,000.00
10-4110-193 ATTORNEY FEES - LITIGATION	145,614.75	25,000.00	-2,999.30	5,000.00	
10-4110-195 ELECTION EXPENSE	9,899.29	3,500.00	0.00	3,500.00	3,500.00
10-4110-340 PUBLICATIONS	6,445.47	12,000.00	1,983.00	6,858.00	10,500.00
10-4110-341 WEDDINGTON FESTIVAL	190.38		0.00	0.00	
10-4110-342 HOLIDAY/TREE LIGHTING	7,874.99	7,500.00	4,259.89	5,000.00	
10-4110-343 SPRING EVENT	3,129.69	4,500.00	0.00	4,500.00	
10-4110-344 OTHER COMMUNITY EVENTS	1,329.22	600.00	827.75	1,000.00	
10-4110-495 PUBLIC SAFETY	1,462.67	500.00	0.00	500.00	
TOTAL GENERAL GOVT EXPENDITURE	<u>1,264,980.97</u>	<u>1,175,060.00</u>	<u>699,624.92</u>	<u>1,108,818.00</u>	<u>1,080,460.00</u>
ADMINISTRATIVE EXPENDITURE:					
10-4120-121 SALARIES - CLERK	21,837.38	23,000.00	13,862.55	23,000.00	22,825.00
10-4120-123 SALARIES - TAX COLLECTOR	42,611.37	50,000.00	26,719.90	45,805.54	51,250.00
10-4120-124 SALARIES - FINANCE OFFICER	10,229.16	13,310.00	3,685.32	10,007.32	10,850.00
10-4120-125 SALARIES - MAYOR & TOWN COUNCIL	25,200.00	25,200.00	14,700.00	25,200.00	25,200.00
10-4120-181 FICA EXPENSE	7,639.93	8,750.00	4,510.46	7,956.98	8,424.56
10-4120-182 EMPLOYEE RETIREMENT	8,545.72	8,500.00	5,614.28	9,776.32	11,726.32
10-4120-183 EMPLOYEE INSURANCE	12,175.50	12,750.00	7,486.50	12,834.00	13,475.70
10-4120-184 EMPLOYEE LIFE INSURANCE	151.20	175.00	88.20	150.00	175.00
10-4120-185 EMPLOYEE S-T DISABILITY	144.00	175.00	84.00	150.00	175.00
10-4120-191 AUDIT FEES	8,300.00	8,750.00	0.00	8,300.00	8,750.00
10-4120-193 CONTRACT LABOR	8,900.00	7,000.00	4,689.20	6,389.20	
10-4120-200 OFFICE SUPPLIES - ADMIN	7,314.12	10,000.00	3,352.12	7,500.00	7,500.00
10-4120-210 PLANNING CONFERENCE	245.04	500.00	0.00	500.00	500.00
10-4120-321 TELEPHONE - ADMIN	1,972.91	3,000.00	1,090.39	2,180.78	3,000.00
10-4120-325 POSTAGE - ADMIN	1,599.03	2,000.00	1,025.30	2,050.60	2,000.00
10-4120-331 UTILITIES - ADMIN	5,124.52	6,000.00	3,087.32	6,174.64	6,000.00
10-4120-351 REPAIRS & MAINTENANCE - BUILDING	10,279.58	67,500.00	14,067.90	67,500.00	7,500.00

**TOWN OF WEDDINGTON
ESTIMATED TOWN OPERATING BUDGET
FY2020**

	<u>FY2018 ACTUAL</u>	<u>FY2019 AMENDED BUDGET</u>	<u>ACTUAL AS OF 1/31/19</u>	<u>PROJECTED 6/30/2019</u>	<u>PRELIMINARY OPERATING BUDGET FY2020</u>
10-4120-352 REPAIRS & MAINTENANCE - EQUIPMENT	62,724.20	75,000.00	36,663.64	73,327.28	75,000.00
10-4120-354 REPAIRS & MAINTENANCE - GROUNDS	87,998.00	58,000.00	22,664.50	45,436.50	40,550.00
10-4120-355 REPAIRS & MAINTENANCE - PEST CONTRL	1,166.80	1,500.00	0.00	1,500.00	1,500.00
10-4120-356 REPAIRS & MAINTENANCE - CUSTODIAL	5,720.00	6,000.00	3,240.00	5,580.00	6,000.00
10-4120-500 CAPITAL EXPENDITURES		10,000.00		10,000.00	
10-4120-370 ADVERTISING - ADMIN	508.80	1,000.00	109.02	500.00	1,000.00
10-4120-397 TAX LISTING & TAX COLLECTION FEES	-349.85	250.00	(404.49)	0.00	250.00
10-4120-400 ADMINISTRATIVE:TRAINING	3,797.50	4,000.00	1,475.00	4,000.00	4,000.00
10-4120-410 ADMINISTRATIVE:TRAVEL	7,068.65	5,000.00	2,964.90	5,000.00	5,000.00
10-4120-450 INSURANCE	14,161.75	15,000.00	13,154.92	14,000.00	14,500.00
10-4120-491 DUES & SUBSCRIPTIONS	18,031.08	19,500.00	15,303.89	19,303.89	20,000.00
10-4120-498 GIFTS & AWARDS	755.41	3,000.00	956.32	1,500.00	3,000.00
10-4120-499 MISCELLANEOUS	<u>7,251.37</u>	<u>8,000.00</u>	<u>2,279.70</u>	<u>4,979.70</u>	<u>8,000.00</u>
TOTAL ADMINISTRATIVE EXPENSE	381,103.17	452,860.00	202,470.84	420,602.76	358,151.58
PLANNING & ZONING EXPENDITURE:					
10-4130-121 SALARIES - PLANNER/ADMINISTRATOR	71,018.45	73,650.00	43,123.66	73,165.36	73,175.00
10-4130-122 SALARIES - ASST ZONING ADMINISTRATOR	530.40	1,000.00	0.00	0.00	500.00
10-4130-123 SALARIES - ADMINISTRATIVE ASSISTANT	15,084.21	17,650.00	10,519.76	18,033.87	18,000.00
10-4130-124 SALARIES - PLANNING BOARD	4,700.00	5,200.00	2,625.00	5,000.00	5,200.00
10-4130-125 SALARIES - SIGN REMOVAL	3,042.81	4,000.00	2,354.69	4,036.61	4,000.00
10-4130-181 FICA EXPENSE - P&Z	7,193.07	7,725.00	4,330.98	7,668.04	7,726.32
10-4130-182 EMPLOYEE RETIREMENT - P&Z	10,932.66	14,855.00	7,798.76	13,580.74	14,935.80
10-4130-183 EMPLOYEE INSURANCE - P&Z	12,172.50	15,750.00	9,292.50	15,927.50	15,925.00
10-4130-184 EMPLOYEE LIFE INSURANCE - P&Z	235.20	250.00	137.20	235.20	250.00
10-4130-185 EMPLOYEE S-T DISABILITY - P&Z	144.00	175.00	84.00	144.00	175.00
10-4130-193 CONSULTING	18,955.36	61,075.00	22,760.49	59,625.18	60,000.00
10-4130-194 CONSULTING - COG	7,915.00	11,500.00	6,034.25	11,500.00	
10-4130-200 OFFICE SUPPLIES - PLANNING & ZONING	4,897.16	5,000.00	2,391.49	5,000.00	5,000.00
10-4130-201 ZONING SPECIFIC OFFICE SUPPLIES	175.00	2,500.00	204.98	500.00	2,500.00
10-4130-215 HISTORIC PRESERVATION	409.74	1,000.00	0.00	250.00	
10-4130-220 INFRASTRUCTURE		206,000.00	8,000.00	8,000.00	
10-4130-321 TELEPHONE - PLANNING & ZONING	2,163.11	3,000.00	1,090.48	2,180.78	3,000.00
10-4130-325 POSTAGE - PLANNING & ZONING	1,576.94	2,000.00	1,025.31	2,050.60	2,000.00
10-4130-331 UTILITIES - PLANNING & ZONING	5,233.46	6,000.00	3,184.22	6,174.64	6,000.00
10-4130-370 ADVERTISING - PLANNING & ZONING	<u>441.01</u>	<u>1,000.00</u>	<u>109.03</u>	<u>500.00</u>	<u>1,000.00</u>
TOTAL PLANNING EXPENSE	166,820.08	439,330.00	125,066.80	233,572.53	219,387.11
TOTAL EXPENDITURES	<u>1,812,904.22</u>	<u>2,067,250.00</u>	<u>1,027,162.56</u>	<u>1,762,993.28</u>	<u>1,657,998.70</u>
NET OPERATING REVENUES/(EXPENDITURES)	<u>295,833.70</u>	<u>0.00</u>	<u>515,502.28</u>	<u>346,527.33</u>	<u>452,001.30</u>

1 cent tax = approximately \$195,000

**TOWN OF WEDDINGTON
NON-OPERATING EXPENDITURES**

		PROPOSED FY2020	APPROVED FY2019	APPROVED FY2018
ESTIMATED OPERATING REVENUES		<u>452,001.30</u>		
Zoning & Permit Fees		25,000.00	25,000.00	
Subdivision Fees				
	Currently in discussions			
	Future unidentified		20,000.00	
TOTAL ADJUSTED OPERATING REVENUES		477,001.30		
<u>Proposed non-operating expenditures to be funded</u>				
WCVFD	Fire service contract increase (maximum = \$22,300)		10,300.00	21,346.00
	Audit		4,500.00	4,500.00
	Building maintenance (roof, generator)		25,000.00	10,000.00
Police	Increase in contract price (9.2% actual for FY19 - primarily salary adj)		24,425.00	7,175.00
	Municipal participation in funding additional position			
Public Safety	New radar trailer - \$6000-\$6500 each + software/repairs		10,000.00	1,500.00
Attorney	Litigation		25,000.00	100,000.00
Parks & Rec	Spring Event (B30Shredding)	350.00	350.00	750.00
	Historic committee	1,000.00	1,000.00	1,000.00
	Tree lighting/Christmas cards & decorations	7,500.00	7,500.00	6,500.00
	Litter sweeps	750.00	250.00	250.00
	Deputies (Food Truck Fridays)	500.00	500.00	650.00
	Contract labor (i.e. patriotic banner installation, photographer, etc.)	2,000.00	2,000.00	100.00
	Food trucks	4,500.00	4,500.00	3,000.00
	Festival			7,000.00
Office supplies	Ipads/laptops/etc	2,500.00	2,500.00	2,500.00
Grounds	Landscape upgrades/medians/roundabout		10,000.00	35,000.00
maintenance	Winter maintenance & mulching (every other year)	15,000.00		15,000.00
	New property - bushhog		8,000.00	3,105.00
	Contract adjustments	17,000.00		750.00
Building	Matthews property		50,000.00	30,000.00
Maintenance	Electrical repairs		5,000.00	
	Interior painting		5,000.00	
	Town Hall			
Technology	Smartfusion Upgrade	40,000.00		
	IT service contract (expires 8/31/18)	10,000.00	10,000.00	
Consulting/	Code Enforcement contract	8,000.00	8,000.00	7,815.00
Contract Labor	Code Enforcement (funds for remedies)	3,500.00	3,500.00	2,185.00
	Planning Conference/Retreat mediator			1,500.00
	USI Inspection		28,075.00	35,000.00
	Misc projects (Cardno park design/survey)	5,000.00	5,000.00	8,500.00
	R-CD consultant (Randall Arendt)	15,000.00	15,000.00	
Salary adj	Merit/Bonus/Taxes/Benefits - (3%)	7,000.00	6,925.80	5,125.74
	Part-time clerk			21,850.00
	Part-time administrative assistant			16,800.00
	New hire payroll expenses			6,500.00
	Retirement benefits		2,690.00	
	Family medical insurance		3,000.00	
	Litter pick up (\$15.91/hr plus payroll taxes)			
Capital Exp				
Infrastructure	Rea Road cost share reserve		50,000.00	40,000.00
	Cost participation for DOT projects		35,000.00	
	Tilley-Morris roundabout	113,000.00	121,000.00	120,000.00
	Municipal participation in critical intersection funding			
Total cost of non-operating expenditures		252,600.00		
Net revenues over expenditures		\$224,401.30		
FUND BALANCE ASSIGNMENTS				
Capital Projects				
	Town Hall -- Buildings	\$45,000	\$45,000	
	Town Hall -- Sidewalks	\$18,000	\$15,000	
Infrastructure				
	Rea Road Improvements	\$100,000	\$100,000	
	Other	\$65,000	\$89,500	