



**TOWN OF WEDDINGTON  
REGULAR TOWN COUNCIL MEETING  
MONDAY, JUNE 8, 2026 – 7:00 P.M.  
WEDDINGTON TOWN HALL  
1924 WEDDINGTON ROAD WEDDINGTON, NC 28104  
AGENDA**

1. Call to Order
2. Determination of Quorum
3. Pledge of Allegiance
4. Additions, Deletions and/or Adoption of the Agenda
5. Conflict of Interest Statement: *In accordance with state law, it is the duty of every Council member to avoid conflicts of interest. Does any Council member have any known conflict of interest with respect to any matters on the agenda? If so, please identify the conflict and refrain from any participation in the matter involved.*
6. Mayor/Councilmember Reports
7. Public Comments
8. Presentation from UCSO Chief Deputy Underwood and Public Safety Report
9. Project Presentation – “Estates at Weddington”
  - A. Public Comment
10. Consent Agenda
  - A. Approve May 11, 2026 Town Council Regular Meeting Minutes
  - B. Approve May 19, 2026 Town Council Special Meeting Minutes
  - C. Approve April 20, 2026 Town Council Special Meeting Minutes
  - D. Approve Closed Session minutes from May, 11, 2026; April 20, 2026; April 13, 2026; Oct 13, 2025; Aug 11, 2025; March 10, 2025
  - E. Approve FY2025-2026 Budget Amendment
11. Old Business
  - A. FY2026-2027 Budget Ordinance and Set the Tax Rate at \$0.035 and 2026-2027 Fee Schedule

- i. Public Hearing
- ii. Discussion and Consideration

- B. Zip Code Resolution
- C. Discussion and Consideration of Town Administrator/Clerk Job Description
- D. Update on Vacancy of District 3 Seat

12. New Business

- A. Discussion and Possible consideration of public engagement with LaBella
- B. Discussion of SWCA Scope of Work for environmental survey.
- C. Acceptance of Resignation of Town Administrator/Clerk Karen Dewey effective June 12, 2026

13. Code Enforcement Report

14. Update from Finance Officer and Tax Collector

15. Updates from Town Planner and Town Administrator

16. Update from Park and Events Committee

17. Transportation Report

18. Council Comments

19. Adjournment



# Union County Sheriff's Office

## Events By Nature

For the Month of: May 2026

Date of Report

6/1/2026

9:00:41AM

<u>Event Type</u>	<u>Total</u>
911 HANG UP	58
911 TESTING	4
911 TO TEXT NO ADDRESS	1
ABANDONED VEHICLE	2
ACCIDENT BRAVO	4
ACCIDENT EMD	3
ACCIDENT HITRUN PD LAW	7
ACCIDENT PD ONLY	19
ACN BRAVO	2
ACN DELTA	1
ALARMS LAW	40
ANIMAL BITE REPORT LAW	1
ANIMAL COMP SERVICE CALL LAW	11
ASSAULT	6
ASSIST EMS OR FIRE	2
ATTEMPT TO LOCATE	3
BURGLARY HOME OTHER NONBUSINESS	1
BUSINESS CHECK	65
CARDIAC RESPIRATORY ARREST EMD	3
CARELESS AND RECKLESS	20
DISTURBANCE OR NUISANCE	8
DOMESTIC DISTURBANCE	8
ESCORT	1
FOLLOW UP INVESTIGATION	8
FOOT PATROL	3
FRAUD DECEPTION FORGERY	6
FUNERAL ESCORT	2
HARASSMENT STALKING THREATS	3

<u>Event Type</u>	<u>Total</u>
ILLEGAL DUMPING LITTERING	1
IMPROPERLY PARKED VEHICLE	4
INVESTIGATION	7
INVOLUNTARY COMMITMENT	5
LARCENY THEFT	4
LOST OR FOUND PROPERTY	1
MOTORIST ASSIST	6
NOISE COMPLAINT	6
POISONING DELTA	1
POISONING EMD	1
PREVENTATIVE PATROL	509
PROP DAMAGE VANDALISM MISCHIEF	2
PUBLIC SERVICE	5
RADAR PATROL INCLUDING TRAINIG	30
REFERAL OR INFORMATION CALL	4
RESIDENTIAL CHECK	1
SERVE CIVIL PAPER	21
SERVE CRIMINAL CIVIL SUBPOENA	1
SERVE CRIMINAL SUMMONS	1
SERVE DOMESTIC VIOL ORDER	3
SERVE WARRANT	4
STAB GUNSHOT PENETRATING EMD	1
SUICIDE THREAT	2
SUSPICIOUS CIRCUMSTANCES	3
SUSPICIOUS PERSON	18
SUSPICIOUS VEHICLE	11
TRAFFIC DIRECT CONTROL	1
TRAFFIC HAZARD	7
TRAFFIC STOP	75
TRESPASSING	5
WELL BEING CHECK	11

Event Type

Total

**Total Calls for Month:**

**1,043**



**TOWN OF WEDDINGTON  
REGULAR TOWN COUNCIL MEETING  
MONDAY, MAY 11, 2026 – 7:00 P.M.  
WEDDINGTON TOWN HALL  
MINUTES  
PAGE 1 OF 10**

**1. Call to Order**

Mayor Bell called the May 11, 2026, Regular Town Council Meeting to order at 7:00 p.m.

**2. Determination of Quorum**

Quorum was determined with Mayor and Council all present: Mayor Jim Bell, Mayor Pro Tem Tom Smith, Councilmembers Darcey Ladner, and Ellen McLaughlin. One council seat was vacant.

**3. Pledge of Allegiance**

Council led the Pledge of Allegiance.

**4. Additions, Deletions and/or Adoption of the Agenda**

Mayor Bell requested the following amendments to the agenda:

- A closed session was added at the end of the meeting pursuant to NCGS 143-318.11(a)(3) to consult with the Town Attorney, to be designated as Item 17.
- Consent Agenda Item 9A (Approve April 13, 2026, Town Council Regular Meeting Minutes) was moved to Old Business as Item 10B.
- Consent Agenda Item 9D (Approve Planner and Town Administrator/Clerk Job Descriptions and authorize staff to advertise for Planner Position) was moved to New Business as Item 11D.

**Motion:** Mayor Pro Tem Smith made a motion to approve the agenda as amended.

**Vote:** The motion passed with a unanimous vote.

- 5. Conflict of Interest Statement:** *In accordance with state law, it is the duty of every Council member to avoid conflicts of interest. Does any Council member have any known conflict of interest with respect to any matters on the agenda? If so, please identify the conflict and refrain from any participation in the matter involved.*

Mayor Bell read the Conflict of Interest Statement. No Councilmember had a conflict of interest.

**6. Mayor/Councilmember Reports**

Mayor Pro Tem Smith reported on behalf of the Western Union Municipal Alliance (WUMA), noting that neither he nor Ellen was able to attend the April meeting due to prior scheduling conflicts. He advised that the next WUMA meeting is scheduled for June 25 at the Village of Marvin Town Hall. Mayor Pro Tem Smith also provided an update on street repaving contracts, stating that the bid period closed on May 6 and that, following processing over the coming weeks, a list of streets identified for resurfacing after July 1 would be made available prior to the next council meeting.

Mayor Bell reported that he had spoken with the North Carolina Department of Transportation (NCDOT) earlier that day regarding the pending traffic signal installation at the intersection of Antioch Church Road and Forest Lawn Road. The project, which had been delayed several times, is now anticipated to be completed sometime in August or September.

Councilmember McLaughlin raised a concern regarding incorrect highway signage along the I-485 corridor between Ballantyne and Weddington. She noted that the green directional signs reference "Weddington Road" rather than the correct designation of "NC-16/Providence Road," and requested that the matter be brought to the attention of CRPTO at the upcoming end-of-month meeting. Mayor Bell agreed to raise the issue at the next CRPTO meeting.

## **7. Public Comments**

Mayor Bell read the rules governing public comment into the record prior to hearing speakers.

**Sarah Juhl**, 4132 Horseshoe Bend, spoke in strong opposition to any resolution to remove fluoride from the public water supply. As a retired physical therapist with family members in the medical and dental professions, she stated that fluoridation is well-supported by science and represents one of the most significant public health achievements since the 1970s. She noted that communities that have removed fluoride have seen measurable increases in tooth decay and expressed concern for residents who lack access to regular dental care. Ms. Juhl urged the Council not to adopt a resolution in favor of fluoride removal and indicated that, in over 20 years as a Weddington resident, she had never heard fluoride raised as a community concern until recently.

**Clayton Jones**, 5147 Panhandle Circle, addressed the Council regarding what he characterized as a structural governance concern. He stated that in September 2021, the job descriptions for the Town Administrator and Town Planner were revised such that the Town Planner reported directly to the Town Administrator rather than to the Mayor and Council. He argued that this arrangement constituted a de facto council-manager form of government, which he contended was inconsistent with Weddington's adopted mayor-council form. Mr. Jones expressed his view that no Council member exercised direct supervisory authority over staff, including oversight of matters such as leave usage and accrued time. He stated that he had been pleased to see Agenda Items 9D and 11D placed on the current agenda for discussion and expressed hope that the Council would clearly explain to residents why the job descriptions were being rewritten. He also referenced the January 2023 vote by the then-council to formally adopt a manager form of government, which was

subsequently overturned by a citizen referendum in November 2023, and noted that accountability for day-to-day operations remained his primary concern.

**Christopher Neve**, 110 Chasetone Court, addressed what he described as ethics violations by former Mayor and current Planning Board member Bill Deter. Mr. Neave recounted that Mr. Deter had publicly stated, during discussions over a revised code of ethics agreement for advisory board members, that he did not engage with social media in his capacity as a board member. Mr. Neave alleged that Mr. Deter has since regularly violated the adopted code of ethics by publicly commenting on pending development projects through social media and in person, and by engaging in conduct he characterized as disrespectful and untrustworthy toward residents with differing views. Mr. Neave also referenced a public social media post in which Mr. Deter allegedly used the word "bribe" to describe a publicly reported financial transaction involving the mayor and a developer with a current project proposal and called the shared information "an undocumented conspiracy." Mr. Neave cited the code of ethics provision stating that violations may subject advisory board members to discipline up to and including removal and called on the Council to take corrective action to restore public trust and uphold the integrity of the town's advisory boards.

**Anne Marie Cruz**, 13624 Providence Road, expressed appreciation that former Councilmember Jones had attended the meeting to share his perspective, noting that the lack of information regarding recent personnel changes had caused significant anxiety among residents. She called on the Council to provide a clear and transparent plan for filling the vacant District 3 seat and to work with legal counsel to ensure the process is properly communicated. Ms. Cruz also requested greater transparency regarding the park project and its funding, and encouraged Council members to publicly and privately dispel misinformation when known. She stated her hope that the Council would work toward rebuilding trust with the community, which she felt had become increasingly divided.

**David Vanderlip**, 219 Cary Lane, spoke regarding the proposed Bonner Drive cut-through that had been under discussion. He described the affected roads including Amanda Drive, Cary Lane, and Barnard Drive as being only approximately 18 feet wide and already subject to significant cut-through traffic traveling well above the posted 25 mph speed limit. He expressed safety concerns given the volume of pedestrian activity in the area, including walkers, children, and pets. He requested that the Council override the planner's prior approval of the cut-through and noted that Toll Brothers appeared to have sufficient road frontage to accommodate alternative access without routing traffic through the residential streets.

**Dr. Margaret Lockrey**, 227 Chaucer Lane, spoke in strong support of water fluoridation. Dr. Lockrey noted that she has been practicing in Union County since 1991 and serves a patient population that includes special needs adults and children with complex medical conditions, many of whom rely on Medicaid and have limited access to professional dental care. She stated that fluoride's incorporation into tooth enamel provides long-term cavity protection that is especially critical for vulnerable populations. She noted that studies suggesting a correlation between fluoride and decreased IQ were conducted in countries where fluoridation levels are three to five times higher than those used in U.S. public water systems, and she cited a recent large-scale Midwestern study

that found no such correlation at standard fluoridation levels. Dr. Lockrey urged the Council to consider the needs of the full community and to support continued fluoridation.

## 8. Public Safety Report

Lieutenant James May of the Union County Sheriff's Office presented the monthly public safety report on behalf of Sheriff Eddie Cathey. He noted that he personally supervises five small-town contracts, including the Town of Weddington. Key highlights included:

- 663 preventative patrols conducted by Weddington deputies during the reporting period.
- 31 business checks performed, involving door checks and inspections for signs of breaking and entering.
- 6 residential checks completed. Lieutenant May emphasized that this number is low not due to lack of effort, but because many residents depart for vacation or seasonal homes without submitting a residential check request. He strongly encouraged residents to complete the free residential check form available on the Sheriff's Office website prior to leaving their homes for extended periods.

E-bikes and e-motorcycles continue to generate a notable volume of 9-1-1 calls, though slightly fewer than the prior month. Deputies have begun impounding illegal e-motorcycles and have, in some cases, issued citations to parents. Lieutenant May referenced a serious incident that occurred earlier that day in Indian Trail in which a 12-year-old child was struck while riding a scooter at approximately 20–25 mph and required air medical transport. He indicated the child was expected to recover. He encouraged residents to continue calling 9-1-1 for unsafe e-vehicle activity on roadways.

Lieutenant May highlighted a stolen motorcycle recovery case investigated by Deputy Plyler. A FLOCK camera along Weddington Matthews Road detected a stolen motorcycle, and Deputy Plyler moved quickly to identify the likely destination, set up surveillance at a residence, and recover the vehicle. Felony charges were filed against the identified suspect within approximately two hours of the initial camera alert, and the motorcycle was returned to the victim in Charlotte. Lieutenant May commended the coordination between the town, the council, and staff that made the FLOCK camera network possible, and credited its installation as essential to the rapid resolution of the case.

Lieutenant May thanked the Council, staff, and residents for their continued support.

## 9. Consent Agenda

- \*\* ~~A. Approve April 13, 2026 Town Council Regular Meeting Minutes~~
- B. Acceptance of Resignation of Town Planner Greg Gordos effective April 30, 2026**
- C. Call for Public Hearing for the FY2026-2027 Budget and 2026-2027 Fee Schedule to be held on Monday, June 8, 2026, at 7:00 p.m. at Weddington Town Hall**
- \*\* ~~D. Approve Planner and Town Administrator/Clerk Job Descriptions and authorize staff to advertise for Planner Position~~
- E. Appoint Jazlyn Mook as Assistant Zoning Administrator**
- F. Approve Audit Contract for FY Ending June 30, 2025 with Ann Craven, CPA not to exceed \$11,880.00**

**Motion:** Councilmember McLaughlin made a motion to approve the Consent Agenda as amended.

**Vote:** The motion passed with a unanimous vote.

## **10. Old Business**

### **A. Discussion of resolutions in support of proposed legislation to prohibit the addition of fluoride to public water systems**

Mayor Pro Tem Smith explained that the Western Union Municipal Alliance (WUMA) had asked member towns to consider a resolution in favor of fluoride removal from public water systems. He clarified that the item was brought forward to solicit community input rather than to advocate for a particular position. He noted that the towns of Marvin, Waxhaw, and Wesley Chapel had each adopted such a resolution, and that the western portion of Union County including Weddington is served by the Lancaster Water System, which does fluoridate its water, while the eastern portion is served by Union County Water, which does not.

The Mayor reported that of the residents who contacted him regarding the matter, approximately 68 percent expressed a preference to leave fluoridation as-is, while approximately 32 percent supported removal.

Councilmember McLaughlin stated that she had tracked all incoming feedback and that her recommendation was not to adopt a resolution. Council members noted that because neighboring towns had acted did not obligate Weddington to do the same.

No motion was made to adopt a fluoride resolution. The matter was considered closed without further action.

### **\*\* B. Approve April 13, 2026 Town Council Regular Meeting Minutes**

Councilmember McLaughlin noted one correction to the April 13, 2026 minutes: the fifth Park Advisory and Events Committee member appointment was not unanimously approved, as she had dissented from that vote. The minutes were amended to reflect this clarification.

**Motion:** Mayor Pro Tem Smith made a motion to approve the April 13, 2026 Town Council Regular Meeting Minutes as amended.

**Vote:** The motion passed with a unanimous vote.

## **11. New Business**

### **A. Discussion of Municipal Forms of Government**

The Mayor introduced this item and invited Kevin Bringewatt, serving as Town Attorney in the absence of Karen Wolter, to address the Council on the subject.

Mr. Bringewatt explained the distinction between Weddington's current mayor-council form of government and the council-manager form. He stated that under the mayor-council form, the

Council retains both legislative and executive authority and may delegate administrative duties to a staff administrator in a variety of ways. He emphasized that the assignment of specific responsibilities to the Town Administrator or Town Planner, including day-to-day supervisory functions, does not alter the town's form of government. He confirmed that the Council retains ultimate authority over all hiring and firing decisions and that the town is operating fully within the bounds of applicable state statutes. He indicated he would raise concerns if he believed otherwise.

Mayor Pro Tem Smith noted that Weddington, with a population of approximately 14,000–15,000, is by far the largest municipality in North Carolina operating under a mayor-council form of government, with the next largest such town having a population of approximately 2,000. He distinguished between the mayor-council form with an administrator and the mayor-council form without one, noting that some public commentary appeared to conflate the two.

The Mayor noted that the Council actively provides direction to staff through council meetings and regular communications, and that the current administrative structure is a natural evolution of governance in a town of Weddington's size. He referenced the November 2023 citizen referendum in which approximately 80 percent of voters rejected conversion to a formal council-manager government.

Councilmember McLaughlin raised the question of whether certain references to "administrator" in the Unified Development Ordinance (UDO) and on the town website might be creating confusion regarding the roles of the Town Administrator versus the Zoning Administrator (the Town Planner). Town Administrator Karen Dewey clarified that references to "administrator" within the UDO are understood by staff to refer to the Zoning Administrator, which is the Planner's role. Mr. Bringewatt acknowledged his role in drafting the UDO and noted that the terminology tracks state statute 160D. He recommended that once the Council settles on finalized job descriptions, a legal review of the UDO and other relevant ordinances be conducted to ensure consistency and clarity.

### **B. Discussion of Council District 3 Vacancy**

The Mayor acknowledged the departure of former Councilmember Clayton Jones and expressed appreciation for his service. He invited residents of District 3 to consider applying to fill the vacant seat.

Mr. Bringewatt cited North Carolina General Statute, which provides that vacancies in elective municipal offices are filled by appointment of the City Council. He confirmed that no special election is held and that the appointed individual would serve until the next municipal election, at which point the seat would be placed on the ballot. The Mayor Pro Tem confirmed this understanding, and Councilmember McLaughlin asked how this process would affect the staggering of council terms. It was confirmed that the appointee's term, followed by a two-year election cycle, would restore the staggered rotation.

Councilmember McLaughlin delivered a formal statement addressing the broader circumstances surrounding the District 3 vacancy and the departure of the Town Planner. She stated that the changes reflected a difference in leadership philosophy rather than any impropriety and called on

residents to distinguish between factual reporting and political allegation. She addressed campaign finance matters directly, clarifying that expenses shared among a campaign slate are properly allocated and documented per applicable campaign finance guidelines and do not result in commingled funds. She affirmed that no campaign contribution influences her judgment or vote, and that her obligation is solely to the residents of Weddington. She expressed genuine regret over the loss of Councilmember Jones's partnership and stated her commitment to continuing the work of the Council from within.

The Mayor and Councilmember Darcey Ladner also commented on the challenges of public service in an environment of persistent misinformation, noting the limitations on elected officials' ability to publicly respond to inaccurate statements and personnel-related matters governed by state law. Councilmember Ladner acknowledged the significant administrative burden created by extensive public records requests and emphasized the dedication of town staff. She encouraged residents who wish to participate in governance to consider running for office.

**C. Discussion and consideration of proposal for interim planner and authorize staff to enter into contract for position**

Ms. Dewey reported that she had reached out to three firms, Benchmark, NFocus, and Centralina, to obtain proposals for an interim planning consultant. Proposals had been received from NFocus and Centralina as of the meeting date, and a response from Benchmark was still pending. Ms. Dewey noted that the two received proposals differed in structure, with one billing hourly and one offering an à la carte arrangement, and that they also varied in the level of planner expertise provided. She had not yet had sufficient time to conduct a full comparative analysis and indicated she was not prepared to bring a recommendation forward at this meeting.

Mayor Pro Tem Smith stated his position that no development applications should be brought before the Council until a qualified interim planner is in place to provide professional guidance, noting that a delay of one to two months is reasonable and appropriate. The Mayor and other Council members expressed agreement. No action was taken at this meeting; the item will return once all proposals have been received and reviewed.

**\*\* D. Discussion of Town Planner and Town Administrator/Clerk Job Descriptions and authorize staff to advertise for Planner position**

The Council discussed the revision of job descriptions for both the Town Planner and the Town Administrator/Clerk. Councilmember McLaughlin presented proposed modifications to the Town Planner job description that she had developed, including language defining the Planner's role as custodian of the town's long-term vision, community character, and development quality. She also proposed additional duties related to early coordination with applicants to identify potential concerns regarding neighborhood compatibility, traffic, infrastructure, and architectural quality.

Discussion followed regarding whether certain responsibilities including coordination with the town's contracted engineering firm, LaBella Associates were appropriately characterized in the job description. Town Administrator Dewey clarified that both she and the former Planner directed the

LaBella contract, and that LaBella operates independently on certain items such as erosion control inspections under the terms of the contract. The Council agreed that language should reflect "coordination with" rather than "oversight of" contracted parties.

Councilmember McLaughlin also raised the need to reconcile any discrepancies between the job descriptions and existing UDO language and ordinances. Mr. Bringewatt reiterated his earlier recommendation that once job descriptions are finalized, a legal review of relevant ordinances be conducted to ensure alignment.

The Council determined it was not prepared to vote on finalized job descriptions at this meeting, given the need for additional review. A subcommittee was formed, consisting of Councilmember McLaughlin and Mayor Pro Tem Smith, to work on the job description language and return a draft for Council consideration. Mr. Bringewatt indicated he would assist in the legal review once the subcommittee produced a draft. The Council discussed convening a special meeting if needed to expedite the process, given the urgency of advertising for the Town Planner position.

***Motion:*** Councilmember McLaughlin made a motion to form a subcommittee to review and finalize the Town Planner and Town Administrator/Clerk job descriptions

***Vote:*** The motion passed with a unanimous vote.

## **12. Code Enforcement Report**

Ms. Dewey reported that code enforcement activities are currently in progress between the issuance of notices and the scheduling of inspections for outstanding violations. She noted that a preliminary set of recommended updates to the nuisance ordinances had been received from the Code Enforcement Officer. The proposed updates focus on expanding definitions to strengthen the town's ability to address nuisances where current ordinance language limits enforcement options. The draft updates will be forwarded to Town Attorney Karen Wolter for legal review before being brought to the Council.

## **13. Update from Finance Officer and Tax Collector**

### **A. FY2026-2027 Budget**

Ms. Gaylord presented a summary of the financial reports included in the meeting packet, including monthly financial statements, quarterly updates on ARP, SCIF, and park funds, and the proposed FY2026–2027 budget.

The proposed budget reflects total revenues and expenditures of approximately \$3,160,000, representing a modest increase of just over 5 percent compared to the current year's budget of approximately \$2,987,000. Ms. Gaylord attributed the increase primarily to growth in the ad valorem tax base and anticipated increases in sales tax and utility franchise revenues. The property tax rate is proposed to remain unchanged at \$0.035 per \$100 of assessed value.

One notable item in the proposed budget is the carryforward of funding for mast arm poles, which were budgeted in the current year but not completed; those funds are now reflected in the upcoming fiscal year's budget. Ms. Gaylord noted that the budget as presented will serve as the basis for the public hearing to be held on June 8, 2026, and that any changes the Council wishes to make should be identified now.

Ms. Gaylord also noted that a budget amendment may be brought in the following month to adjust any line items requiring adjustment.

Councilmember McLaughlin asked when the last adjustment was made to Council member stipends. Ms. Gaylord indicated it had been approximately 10 to 13 years ago, at which time a survey of neighboring municipalities and League of Municipalities data was used to set the current levels. No changes have been made since.

Regarding the town's audit, Ms. Gaylord reported that the prior-year auditor selected following a competitive bid process had failed to perform under the contract. Audited financial statements, which were due to the Local Government Commission (LGC) by December 31, were not submitted on time. An amended contract extending the deadline to March 31 was also not met. The town subsequently received a Notice of Noncompliance from the State Treasurer's Office. Ms. Gaylord reported that she has been unable to reach the auditor since April 12 despite multiple attempts by phone, email, and text. As approved in the Consent Agenda, the town has engaged its prior auditor, Ann Craven, CPA, who is familiar with the town's records and has agreed to take on the engagement for one additional year. Ms. Gaylord expressed confidence that Ms. Craven can complete the audit and submit the financial statements by the June 30 deadline. If that deadline cannot be met, the town will file an appeal with the LGC documenting that the noncompliance was beyond the town's control. Ms. Gaylord noted that given the town's prior clean compliance record, withholding sales tax distributions would be unlikely under these circumstances. The Council affirmed the approach and directed staff to proceed accordingly. Ms. Gaylord confirmed she will issue a new request for proposals for audit services for the upcoming fiscal year.

#### **14. Updates from Town Planner and Town Administrator**

Ms. Dewey provided the following updates:

- Assistant Zoning Administrator: Following the Council's approval in the Consent Agenda, Jazlyn Moock has been appointed as Assistant Zoning Administrator, granting her authority to sign zoning permits.
- Park and Events Advisory Board: The Park and Events Advisory Board will hold its first meeting on June 1 at Weddington Town Hall at 6:00 PM.
- Food Truck Fridays: The final Food Truck Friday event of the season is scheduled for May 15. Food truck information is posted on the town's Facebook page, and an email with menu links will be distributed the following morning.
- Park Planning Contract: LaBella Associates submitted a proposal to add a survey and public engagement session to the park planning contract. Ms. Dewey noted she had not yet fully reviewed it but indicated the proposed cost is substantial, and that the Council should discuss how it wishes to proceed with public engagement on the park project.

- **Park Grant Extension:** The Office of State Budget and Management granted a one-year extension for the \$250,000 park grant.

## 15. Transportation Report

Mayor Bell reported that he had spoken with NCDOT regarding the traffic signal at the intersection of Antioch Church Road and Forest Lawn Road. After multiple prior delays, installation is now projected for August or September.

## 16. Council Comments

Councilmember Ladner expressed appreciation for the efforts of Town Administrator Karen Dewey, Deputy Clerk Deborah, Tax Collector Kim, Finance Officer Leslie Gaylord, and all town staff, noting that their work is essential to the day-to-day function of the town.

Councilmember Ellen McLaughlin echoed those sentiments, acknowledging that staff has handled a stressful period with grace and professionalism.

Mayor Pro Tem Tom Smith thanked all in attendance, expressed appreciation to Town Attorney Kevin Bringewatt for his guidance on the forms-of-government discussion, and encouraged residents to consider the clarifications provided regarding the town's governmental structure. He also called on individuals to refrain from making allegations that cannot be substantiated by clear and factual evidence.

Mayor Bell acknowledged the contributions of community volunteers who assist with Food Truck Friday setup and breakdown, and encouraged residents to attend the final event on May 15. He reiterated the Council's commitment to the town and its residents and called on the community to work toward greater unity and factual public discourse.

## \*\* 17. *Enter in to closed session pursuant to NCGS 143-318.11(a)(3) to consult with Town Attorney.*

- Motion:** Mayor Pro Tem Smith made a motion to enter into closed session pursuant to NDGS 143-318.11(a)(3) to consult with Town Attorney at 9:01 p.m.
- Vote:** The motion passed with a unanimous vote.

## 18. Adjournment

Mayor Bell called the meeting back to order at 9:10 p.m.

- Motion:** Mayor Pro Tem Smith made a motion to adjourn the May 11, 2026 Regular Town Council meeting at 9:10 p.m.
- Vote:** The motion passed with a unanimous vote.



**SPECIAL TOWN COUNCIL MEETING  
WEDDINGTON TOWN HALL  
TUESDAY MAY 19, 2026 6:30 P.M.  
MINUTES  
PAGE 1 OF 3**

**1. Call to Order**

Mayor Bell called the Tuesday, May 19, 2026, Special Town Council meeting to order at 6:30 p.m.

**2. Determination of Quorum**

Quorum was determined with Mayor Jim Bell, Mayor Pro Tem Tom Smith, and Councilmember Ellen McLaughlin present. Councilmember Darcey Ladner was absent and District 3 seat was vacant.

**3. Adoption of the Agenda**

Mayor Bell requested to add item #5. Discussion and Possible Consideration of Part-Time Interim Planner.

***Motion:*** Mayor Pro Tem Smith made a motion to adopt the agenda as amended

***Vote:*** The motion passed with a unanimous vote.

**4. Discussion and Possible Consideration of Staff Job Descriptions**

Councilmember McLaughlin opened the discussion by explaining that a subgroup of the Council, consisting of herself and Mayor Pro Tem Smith, had reviewed the existing town planner job description and substantially expanded it to provide greater clarity regarding roles, responsibilities, and expected relationships with developers and applicants. The revised description incorporated language emphasizing that the town planner should act proactively as a custodian of the town's character, helping to attract appropriate development projects and redirect those that do not align with the town's established look and feel.

Mayor Pro Tem Smith elaborated that a central objective of the revision was to make explicit the expectation that the town planner must be both proactive and reactive with developers, not merely receiving and processing applications as submitted. The planner is expected to engage early in the development process, provide meaningful feedback at the community meeting stage, and guide applicants toward compliance with town standards before a formal application is filed saving time and resources for both the applicant and the town.

The Council discussed the importance of complete applications reaching the Planning Board, so that the board has all necessary documentation before deliberation. Mayor Pro Tem Smith suggested that the application checklist (Appendix 2B) be modified to include a certification line where the town planner signs and dates their confirmation that the application is complete and properly documented. Staff confirmed this would be an application-level change rather than a UDO amendment and indicated it would be incorporated into the checklist accordingly. The Council directed staff to implement this change.

Councilmember McLaughlin identified an omission in the revised job description: the supervisory relationship between the town planner and the Permit Technician/Planning Assistant (also serving as Assistant Zoning Administrator) had not been included. The Council agreed this was an important oversight to correct. Staff suggested the language be placed within the duties section, alongside related responsibilities such as reviewing applications and issuing zoning permits, using the word "supervise" to clearly convey both oversight and evaluation responsibilities. The Council directed that this modification be incorporated and reviewed by the town attorney prior to finalization.

- Motion:** Councilmember McLaughlin made a motion to approve the Town Planner job description as written, with the addition of language requiring supervision of the Permit Technician/Planning Assistant, subject to review by the town attorney, was
- Vote:** The motion passed with a unanimous vote.

##### ***5. Discussion and Possible Consideration of Part-Time Interim Planner***

The Council discussed securing a temporary town planner on a contract basis to maintain planning operations while the permanent position is recruited. Two firms had submitted proposals: NFocus and Centralina. A third firm that had been contacted did not respond.

Staff noted that resumes of the individuals who would be assigned to the town had been provided for NFocus, but comparable personnel information had not yet been received from Centralina. Staff indicated familiarity with NFocus through prior engagements and noted that NFocus personnel had previous experience working with the town and its Unified Development Ordinance (UDO).

The Council reviewed the two proposals and acknowledged that direct cost comparison was difficult given their differing pricing structures. Centralina proposed approximately 20 hours per week with one to two in-office days at a fixed monthly fee of approximately \$6,000, not to exceed \$36,000 over a six-month period. NFocus structured its proposal around a planning director available on an as-needed basis supplemented by one to two days per week from a regular planner. The Council noted that the fixed-fee structure offered by Centralina provided greater budget predictability.

Council discussed the merits of familiarity with the town's processes versus the financial transparency of a fixed contract. While NFocus's prior experience with the town and its UDO was acknowledged as an advantage, the Council ultimately found that a qualified planner would be capable of reviewing and

applying the town's ordinances regardless of prior familiarity. The consensus was that the fixed-fee structure provided by Centralina offered a more manageable financial arrangement, particularly given the expectation that the interim contract would span approximately 90 to 120 days.

Council also discussed the importance of managing planner access during the interim period. It was agreed that the Permit Technician/Planning Assistant would serve as a primary point of contact and gatekeeper, screening general public inquiries and directing only substantive planning matters to the contracted planner. The Council encouraged consideration of structured appointment windows to prevent unplanned time expenditures.

Regarding the full-time position advertisement, staff confirmed readiness to post the position and sought direction on advertising venues and salary range. The Council directed staff to use the salary range from the previous town planner hire, adjusted for cost-of-living increases, as a starting point, with flexibility to negotiate should a strong candidate be identified. Staff was authorized to advertise the position through multiple platforms, including the North Carolina League of Municipalities, LinkedIn, the UNC Charlotte alumni network, NC State University's alumni network, the North Carolina City and County Management Association, and the North Carolina Association of Municipal Clerks, among others. The Council expressed a preference for candidates with meaningful professional experience, ideally having worked under a planner in a larger jurisdiction.

**Motion:** Councilmember McLaughlin made a motion to direct staff to enter into a contract with Centralina for interim town planning services at approximately \$6,000 per month, not to exceed \$36,000 over a six-month period, with the ability to terminate the contract upon hiring of a permanent town planner.

**Vote:** The motion passed with a unanimous vote.

## 6. Adjournment

**Motion:** Mayor Pro Tem Smith made a motion to adjourn the May 19, 2026 Special Town Council Meeting at 7:01 p.m.

**Vote:** The motion passed with a unanimous vote.

Approved: \_\_\_\_\_

\_\_\_\_\_  
Jim Bell, Mayor

\_\_\_\_\_  
Karen Dewey, Town Administrator/Clerk



**SPECIAL TOWN COUNCIL MEETING**  
**MONDAY, APRIL 20, 2026, 5:00 P.M.**  
**WEDDINGTON TOWN HALL**  
**1924 WEDDINGTON ROAD, WEDDINGTON, NC 28104**  
**MINUTES**  
PAGE 1 OF 2

**1. Call to Order**

Mayor Bell called the Special Town Council Meeting to order at 5:05 p.m.

**2. Determination of Quorum**

Quorum was determined with all Councilmembers present: Mayor Jim Bell, Mayor Pro Tem Tom Smith, Councilmembers Darcey Ladner and Ellen McLaughlin

Staff present: Town Administrator/Clerk Karen Dewey, Town Attorney Karen Wolter

**3. Adoption of the Agenda**

Councilmember McLaughlin requested to amend the agenda to accept Councilmember Jones' resignation and to add assignation of Councilmember Jones' duties.

**Motion:** Mayor Pro Tem Smith made a motion to adopt the agenda as amended.  
**Vote:** The motion passed with a unanimous vote.

**4. Enter into closed session pursuant to NCGS 143-318.11(a)(3) to consult with attorney  
And NCGS 143-318.11 (a)(6) personnel.**

**Motion:** Mayor Pro Tem Smith made a motion to enter into closed session pursuant to NCGS 143-318.11(a)(3) to consult with attorney And NCGS 143-318.11 (a)(6) personnel.  
**Vote:** The motion passed with a unanimous vote.

**5. Call open session to order**

Mayor Bell called the open session back to order at 6:41 p.m.

Council stated that Councilmember Jones was a great asset to the town and they are very grateful for his service. They wish him the best.

Council discussed delegation of Councilmember Jones' duty of reviewing the reconciled bank statements. Councilmembers unanimously chose Mayor Pro Tem Tom Smith to review the reconciled bank statements.

## **6. Adjournment**

***Motion:*** Councilmember McLaughlin made a motion to adjourn the Monday, April 20, 2026 Special Town Council Meeting at 6:41 p.m.

***Vote:*** The motion passed with a unanimous vote.

**TOWN OF WEDDINGTON  
 PROPOSED AMENDED BUDGET  
 FYE 6/30/2026**

FY2026 ORIGINAL BUDGET Tax rate 3.5 cents  
 FY2026 AMENDMENT 1 BUDGET Tax rate 3.5 cents

<b>Revenues</b>			
Ad Valorem Taxes	\$ 1,716,000	\$ 1,813,000	{A}
Solid Waste Revenues		\$ 10,000	
State-Collected Revenues	\$ 1,168,000	\$ 883,000	{B}
Zoning and Subdivision Revenues	\$ 20,500	\$ 28,500	
Investment Revenue	\$ 250,000	\$ 250,000	
Other Revenues	\$ 2,500	\$ 2,500	
<b>Total Revenues</b>	<b>\$ 3,157,000</b>	<b>\$ 2,987,000</b>	
<b>Expenditures</b>			
Administrative Expenditures	\$ 656,065	\$ 613,065	{C}
Planning and Zoning Expenditures	\$ 593,790	\$ 455,790	{C}
General Government Expenditures	\$ 1,907,145	\$ 1,918,145	
<b>Total Expenditures</b>	<b>\$ 3,157,000</b>	<b>\$ 2,987,000</b>	
<b>Total Revenues over Expenditures</b>	<b>0</b>	<b>0</b>	

{A} Actual tax base after revaluation higher than estimated tax base used in initial budget

{B} State collected revenues overestimated due to larger than anticipated decrease in monthly distributions resulting from FY24 tax rate decrease

{C} Initially budgeted expenditures for building repairs/park consulting to be paid with state SCIF money and not from general fund

{D} Unbudgeted fees for Austin Pope

FY2026  
FINAL AMENDED  
BUDGET  
Tax rate 3.5 cents

\$ 1,817,500
\$ 10,000
\$ 855,000
\$ 77,500 {D}
\$ 240,000
\$ 250
<b>\$ 3,000,250</b>
\$ 613,290
\$ 494,460
\$ 1,892,500
<b>\$ 3,000,250</b>
<b>0</b>

## Town of Weddington Budget Message – Fiscal Year 2027

The Town of Weddington is pleased to present the **Proposed Budget for Fiscal Year 2027**. The budget has been prepared in accordance with North Carolina General Statutes and reflects the Town's continued commitment to **sound fiscal management and efficient service delivery**. The proposed budget maintains the **current property tax rate of 3.5 cents per \$100 of assessed valuation**, ensuring continued support for Town operations without increasing the tax burden on residents.

### Key Budget Highlights

- **Prudent Budgeting:** Revenues and expenditures are **budgeted conservatively**, with revenues based on the County's estimated FY2027 ad valorem values and expenditures reflecting the Town's priorities for public safety, infrastructure, and community services.
- **Sheriff's Department Contract:** Reflects a **13.3% increase** based on Union County's notification, including cost allocation for an additional sergeant assigned to oversee Western Union County municipal deputies.
- **Solid Waste Collection Contract:** Includes an annual adjustment capped at **3% CPI**, ensuring continued service quality while managing cost growth.
- **Annual Renewals:** Includes funding for recurring contracts such as **Labella Associates, Centralina Council of Governments (COG)**, and the **Union County Urban Forester**, supporting ongoing partnerships and professional services.

All discretionary and potential expenditures may be adjusted by Council as priorities evolve.

This budget reflects the Town's ongoing commitment to **responsible governance, transparency, and community engagement**. We value resident participation and encourage all citizens to take part in the upcoming budget discussions as the Town plans for the year ahead.

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**TOWN OF WEDDINGTON  
SUMMARY BUDGET  
FYE 6/30/2027**

FY2027	FY2026	FY2025
PROPOSED	AMENDED	FINAL
BUDGET	BUDGET	ACTUAL
Tax rate 3.5 cents	Tax rate 3.5 cents	Tax rate 2.5 cents

<b>Revenues</b>			
Ad Valorem Taxes	\$ 1,894,750	\$ 1,817,500	\$ 920,115
Solid Waste Revenues	\$ 500	\$ 10,000	\$ 1,209,280
State-Collected Revenues	\$ 1,033,750	\$ 855,000	\$ 1,234,587
Zoning and Subdivision Revenues	\$ 30,500	\$ 77,500	\$ 44,009
Investment Revenue	\$ 200,000	\$ 240,000	\$ 286,234
Other Revenues	\$ 500	\$ 250	\$ 262,057
<b>Total Revenues</b>	<b>\$ 3,160,000</b>	<b>\$ 3,000,250</b>	<b>\$ 3,956,283</b>
<b>Expenditures</b>			
Administrative Expenditures	\$ 640,500	\$ 613,290	\$ 532,156
Planning and Zoning Expenditures	\$ 541,700	\$ 494,460	\$ 402,833
General Government Expenditures	\$ 1,977,800	\$ 1,892,500	\$ 1,704,328
<b>Total Expenditures</b>	<b>\$ 3,160,000</b>	<b>\$ 3,000,250</b>	<b>\$ 2,639,317</b>
<b>Total Revenues over Expenditures</b>	<b>0</b>	<b>0</b>	<b>\$ 1,316,965</b>

**TOWN OF WEDDINGTON  
FY2027 PROPOSED BUDGET  
3.5 CENT TAX RATE**

Account Id	Account Description	FY2024 Actual	FY2025 Actual	Proposed		Estimated	PROPOSED
				Amended FY26 Budget	Actual YTD FY2026 as of 5.31.26	Final Actual FY2026	
10-3101-110	AD VALOREM TAX - CURRENT	1,405,902.80	801,393.55	1,700,000.00	1,711,835.87	1,710,000.00	1,775,000.00
10-3102-110	AD VALOREM TAX - 1ST PRIOR YR	18,602.58	14,804.94	7,000.00	7,387.11	7,000.00	7,000.00
10-3103-110	AD VALOREM TAX - NEXT 8 YRS PRIOR	2,470.00	(577.18)	500.00	4.52	-	250.00
10-3110-121	AD VALOREM TAX - MOTOR VEH CURRENT	138,445.99	99,746.78	105,000.00	94,761.77	110,000.00	107,500.00
10-3115-180	TAX INTEREST	8,227.19	4,746.84	5,000.00	7,451.27	7,000.00	5,000.00
10-3120-000	SOLID WASTE FEE REVENUES	1,186,449.41	1,209,280.40	10,000.00	16,945.33	16,950.00	500.00
10-3231-220	LOCAL OPTION SALES TAX REV - ART 39	701,355.28	670,407.25	390,000.00	302,023.00	390,000.00	530,000.00
10-3322-220	BEER & WINE TAX	67,722.79	56,901.62	55,000.00	58,070.16	55,000.00	45,000.00
10-3324-220	UTILITY FRANCHISE TAX	498,024.79	498,911.57	405,000.00	220,279.99	400,000.00	450,000.00
10-3333-220	SOLID WASTE DISPOSAL TAX	2,609.38	8,366.21	5,000.00	11,376.58	10,000.00	8,750.00
10-3340-400		170 35,109.50	25,257.50	70,000.00	75,765.00	75,000.00	25,000.00
10-3350-400	SUBDIVISION FEES	28,121.25	11,015.03	5,000.00	6,140.00	5,500.00	5,000.00
10-3360-400	STORMWATER EROSION CONTROL FEES	12,000.00	7,736.75	2,500.00	2,750.00	2,750.00	500.00
10-3830-891	MISCELLANEOUS REVENUES	27,423.36	262,057.19	250.00	147.68	250.00	500.00
10-3831-491	INVESTMENT INCOME	312,725.08	286,234.15	240,000.00	232,432.30	240,000.00	200,000.00
<b>General Fund Revenue Totals</b>		<b>4,445,189.40</b>	<b>3,956,282.60</b>	<b>3,000,250.00</b>	<b>2,747,370.58</b>	<b>3,029,450.00</b>	<b>3,160,000.00</b>
10-4110-000	GENERAL GOVERNMENT			-	-	-	
10-4110-110	SOLID WASTE			-	-	-	
10-4110-115	SOLID WASTE	1,022,462.92	1,012,673.76	1,082,950.00	985,518.18	1,080,000.00	1,114,200.00
10-4110-120	FIRE			-	-	-	
10-4110-126	FIRE DEPT SUBSIDIES	841,976.04					
10-4110-127	FIRE DEPARTMENT BLDG/MAINTENANCE		3,965.00				
10-4110-150	POLICE			-	-	-	
10-4110-155	POLICE PROTECTION	352,553.88	533,779.36	675,000.00	653,926.80	655,000.00	758,115.00
10-4110-160	EVENT PUBLIC SAFETY				-	-	2,500.00
10-4110-180	GOVERNING BOARD			-	-	-	-
10-4110-190	LEGAL			-	-	-	-
10-4110-192	ATTORNEY FEES - GENERAL	61,560.00	65,170.00	70,000.00	56,490.00	65,000.00	67,500.00
10-4110-193	ATTORNEY FEES - LITIGATION	750,000.00		5,000.00			5,000.00
10-4110-320	OTHER GENERAL GOVERNMENT			-	-	-	-
10-4110-330	ELECTION EXPENSE	14,769.48		20,000.00	17,858.68	18,000.00	5,000.00
10-4110-340	PUBLICATIONS			3,000.00	-	-	5,000.00
10-4110-342	HOLIDAY/TREE LIGHTING	6,657.47	8,376.59	12,000.00	11,779.48	12,000.00	10,485.00
10-4110-343	SPRING EVENT	4,910.89	5,363.67	8,550.00	4,408.82	7,550.00	8,500.00

Account Id	Account Description	FY2024 Actual	FY2025 Actual	Proposed	Actual YTD FY2026	Estimated	PROPOSED
				Amended FY26	as of 5.31.26	Final Actual	FY2027
				Budget		FY2026	
10-4110-344	OTHER COMMUNITY EVENTS	2,028.18		16,000.00	15,849.60	17,500.00	1,500.00
10-4110-499	OTHER (LIBRARY DONATION)	-	75,000.00	-	-	-	-
	<b>4110 GENERAL GOVERNMENT</b>	<b>3,056,918.86</b>	<b>1,704,328.38</b>	<b>1,892,500.00</b>	<b>1,745,831.56</b>	<b>1,855,050.00</b>	<b>1,977,800.00</b>
10-4120-000	ADMINISTRATIVE	-		-	-	-	-
10-4120-120	SALARIES & EMPLOYEE BENEFITS			-	-	-	8,700.00
10-4120-121	SALARIES - ADMINISTRATOR/CLERK	66,330.29	69,678.09	74,250.00	68,735.85	73,475.00	73,475.00
10-4120-123	SALARIES - TAX COLLECTOR	55,432.50	58,146.72	64,500.00	54,650.35	60,875.00	60,875.00
10-4120-124	SALARIES - FINANCE OFFICER	19,036.59	17,561.86	21,615.00	16,510.30	18,875.00	18,875.00
10-4120-125	SALARIES - MAYOR & TOWN COUNCIL	26,500.00	25,200.00	25,500.00	22,300.00	25,200.00	25,200.00
10-4120-181	FICA EXPENSE	12,798.46	13,049.73	15,500.00	12,255.23	15,500.00	14,275.00
10-4120-182	EMPLOYEE RETIREMENT	25,570.30	27,750.74	29,575.00	27,332.79	30,000.00	30,875.00
10-4120-183	EMPLOYEE INSURANCE	15,504.00	32,983.00	35,000.00	25,312.66	32,500.00	32,500.00
10-4120-184	EMPLOYEE LIFE INSURANCE	199.68	464.64	1,500.00	1,301.12	1,500.00	3,000.00
10-4120-185	EMPLOYEE S-T DISABILITY	168.00	322.00	1,000.00	732.44	850.00	550.00
10-4120-190	PROFESSIONAL SERVICES	-		-	-	-	-
10-4120-191	AUDIT FEES	9,000.00	10,800.00	15,000.00		15,000.00	15,000.00
10-4120-193	CONTRACT LABOR	55,076.66	19,028.74	20,000.00	10,205.96	20,000.00	19,500.00
10-4120-200	OTHER ADMINISTRATIVE	-		-	-	-	-
10-4120-205	OFFICE SUPPLIES - ADMIN	5,926.40	4,359.25	7,500.00	4,274.03	7,500.00	15,000.00
10-4120-210	PLANNING CONFERENCE	361.31	574.43	2,000.00	765.40	1,000.00	1,500.00
10-4120-321	TELEPHONE - ADMIN	1,775.97	2,083.47	2,000.00	1,184.38	2,500.00	2,500.00
10-4120-325	POSTAGE - ADMIN	1,539.86	2,245.20	2,500.00	1,668.36	2,500.00	2,500.00
10-4120-331	UTILITIES - ADMIN	3,674.83	3,980.96	5,000.00	3,534.88	5,000.00	5,000.00
10-4120-351	REPAIRS & MAINTENANCE - BUILDING	58,194.39	16,659.55	1,000.00		1,000.00	10,000.00
10-4120-352	REPAIRS & MAINTENANCE - EQUIPMENT	65,740.38	84,623.10	95,000.00	83,997.21	100,000.00	95,000.00
10-4120-354	REPAIRS & MAINTENANCE - GROUNDS	57,094.00	65,302.34	100,000.00	62,767.38	85,000.00	112,750.00
10-4120-355	REPAIRS & MAINTENANCE - PEST CONTRL	1,013.36	1,013.36	2,000.00	1,063.02	2,000.00	1,500.00
10-4120-356	REPAIRS & MAINTENANCE - CUSTODIAL	5,720.00	6,360.00	6,500.00	5,160.00	6,500.00	6,500.00
10-4120-370	ADVERTISING - ADMIN	550.54	1,231.69	500.00	276.38	500.00	500.00
10-4120-397	TAX LISTING & TAX COLLECTION FEES		377.35	500.00	396.99	500.00	500.00
10-4120-400	ADMINISTRATIVE:TRAINING	4,037.25	4,352.60	8,500.00	7,643.44	8,500.00	6,500.00
10-4120-410	ADMINISTRATIVE:TRAVEL	6,931.21	5,683.71	6,500.00	6,034.33	6,500.00	5,000.00
10-4120-450	INSURANCE	23,673.13	26,649.27	28,350.00	28,036.61	28,350.00	30,000.00
10-4120-491	DUES & SUBSCRIPTIONS	22,597.04	18,167.04	31,000.00	30,614.61	30,750.00	31,425.00
10-4120-498	GIFTS & AWARDS	1,514.61	1,000.19	1,500.00	1,287.44	1,500.00	1,500.00
10-4120-499	MISCELLANEOUS	12,196.35	12,506.59	9,500.00	8,316.53	10,000.00	10,000.00
	<b>4120 ADMINISTRATIVE</b>	<b>558,157.11</b>	<b>532,155.62</b>	<b>613,290.00</b>	<b>486,357.69</b>	<b>593,375.00</b>	<b>640,500.00</b>
10-4130-000	ECONOMIC & PHYSICAL DEVELOPMENT			-	-	-	-
10-4130-120	SALARIES & EMPLOYEE BENEFITS			-	-	-	7,625.00
10-4130-121	SALARIES - ZONING ADMINISTRATOR	54,767.40	81,220.39	80,000.00	71,972.19	80,000.00	85,225.00

Account Id	Account Description	FY2024 Actual	FY2025 Actual	Proposed	Actual YTD FY2026	Estimated	PROPOSED
				Amended FY26 Budget	as of 5.31.26	Final Actual FY2026	FY2027
10-4130-122	SALARIES - PERMIT TECH/PLANNING ASSISTANT	20,316.69		17,875.00	14,386.50	16,900.00	23,150.00
10-4130-123	SALARIES - ADMINISTRATIVE ASSISTANT	2,500.00	23,476.04	26,250.00	21,236.60	26,250.00	26,250.00
10-4130-124	SALARIES - PLANNING BOARD	3,600.45	2,600.00	4,000.00	3,500.00	3,850.00	5,000.00
10-4130-125	SALARIES - SIGN REMOVAL	6,210.98	3,487.05	3,750.00	3,269.70	3,675.00	3,675.00
10-4130-181	FICA EXPENSE - P&Z	8,615.10	8,090.84	10,000.00	8,222.49	10,000.00	11,475.00
10-4130-182	EMPLOYEE RETIREMENT - P&Z	1,080.00	13,571.94	15,000.00	12,580.74	13,000.00	18,350.00
10-4130-183	EMPLOYEE INSURANCE	35.52	16,488.00	15,000.00	11,161.71	13,000.00	17,500.00
10-4130-184	EMPLOYEE LIFE INSURANCE	14.00	307.20	750.00	470.00	750.00	750.00
10-4130-185	EMPLOYEE S-T DISABILITY	-	168.00	500.00	304.60	450.00	450.00
10-4130-190	CONTRACTED SERVICES	46,647.58		-	-	-	-
10-4130-192	CONSULTING STORMWATER CONTROL	70,398.29	113,924.80	70,000.00	40,145.98	70,000.00	45,000.00
10-4130-193	CONSULTING		45,807.19	75,000.00	64,856.49	75,000.00	75,000.00
10-4130-194	CONSULTING - COG	8,255.80	5,436.62	15,000.00	6,476.93	15,000.00	25,000.00
10-4130-195	STORMWATER EROSION CONTROL	-		-	-	-	-
10-4130-200	OTHER CONSULTING CONTRACTS	5,518.43		20,000.00	-	20,000.00	55,500.00
10-4130-201	OFFICE SUPPLIES - PLANNING & ZONING	-	4,455.35	6,085.00	3,872.41	6,000.00	6,000.00
10-4130-202	ZONING SPECIFIC OFFICE SUPPLIES	-			-	-	-
10-4130-215	HISTORIC PRESERVATION	102,000.00		250.00	-	-	250.00
10-4130-220	INFRASTRUCTURE	1,775.99	75,000.00	-			-
10-4130-321	TELEPHONE - PLANNING & ZONING	1,539.85	2,173.49	2,000.00	1,184.33	2,500.00	2,500.00
10-4130-325	POSTAGE - PLANNING & ZONING	4,311.84	2,100.43	2,500.00	1,668.37	2,475.00	2,500.00
10-4130-331	UTILITIES - PLANNING & ZONING	721.58	4,036.68	5,000.00	3,293.85	4,450.00	5,000.00
10-4130-370	ADVERTISING - PLANNING & ZONING		489.38	500.00	193.35	550.00	500.00
10-4130-500	CAPITAL EXPENDITURES - P&Z	338,309.50		125,000.00		125,000.00	125,000.00
<b>4130 ECONOMIC &amp; PHYSICAL DEVELOPMENT</b>		<b>3,953,385.47</b>	<b>402,833.40</b>	<b>494,460.00</b>	<b>268,796.24</b>	<b>488,850.00</b>	<b>541,700.00</b>
<b>General Fund Expenditure Totals</b>			<b>2,639,317.40</b>	<b>3,000,250.00</b>	<b>2,500,985.49</b>	<b>2,937,275.00</b>	<b>3,160,000.00</b>
		491,803.93					
	NET REVENUES OVER/(UNDER) EXPENDITURES		1,316,965.20	-	246,385.09	92,175.00	-

**TOWN OF WEDDINGTON  
POTENTIAL NON-OPERATING REVENUES & EXPENDITURES**

Changes in yellow

		FY2027	FY2026
<b>ESTIMATED OPERATING REVENUES</b>		<b>477,125.00</b>	<b>511,195.00</b>
Zoning & Permit Fees (Conditional zoning fees)			5,000.00
Subdivision Fees			
	Future unidentified		5,000.00
Driveway easement (to be collected in FY25)			
<b>TOTAL ADJUSTED NET OPERATING REVENUES</b>		<b>477,125.00</b>	<b>521,195.00</b>
<u>Proposed non-operating expenditures to be funded</u>			
Police	Increase in contract price (13.3% per letter from Union County)	87,115.00	37,570.00
	Additional overnight deputies		
	Flock camera lease	16,000.00	16,000.00
Public Safety	New radar trailer		15,000.00
Solid Waste	Billing differential (billing for new homes not on tax scroll yet)	1,700.00	1,750.00
	CPI Increase (3%)	32,500.00	61,200.00
Attorney	Board of Adjustment; miscellaneous	7,500.00	7,500.00
Publications	Resident wide mailings	5,000.00	10,000.00
Parks & Rec	Spring Event (Shredding)	0.00	0.00
	Bunny Hop/Movie Nights/Back to School Drive	1,500.00	1,500.00
	Tree lighting/Christmas cards & decorations	10,485.00	8,000.00
	Litter sweeps	0.00	0.00
	Deputies/EMTs (Food Truck Fridays/Tree Lighting)	2,500.00	2,500.00
	Contract labor (i.e. patriotic banner installation, photographer, etc.)	4,000.00	4,000.00
	Food trucks	4,000.00	4,000.00
	Activities	4,500.00	6,550.00
Office supplies	Computer/office equipment replacement/upgrades	7,500.00	5,000.00
Grounds maintenance	Landscape upgrades/medians/roundabout	40,000.00	30,000.00
	Town Hall park landscaping/mowing	5,000.00	5,000.00
	Mulching		20,000.00
Building Maintenance	Town Hall	5,000.00	30,000.00
	Electrical repairs		
Consulting/Contract Labor	Code Enforcement contract	20,000.00	7,500.00
	Code Enforcement (funds for remedies)	5,000.00	5,000.00
	Planning Conferences (mediator/rental/etc)	1,500.00	1,500.00
	Website redesign	7,500.00	

Preliminary Budget FY2027 June public hearing

	Misc projects (watershed study FY27)	13,000.00	10,000.00
	Urban Forester	8,000.00	8,000.00
	Supplemental consulting contracts	42,500.00	37,500.00
Salary adj	Merit/Bonus/Taxes/Benefits	16,325.00	16,100.00
	Increase in admin asst hours		1,425.00
	Planning tech		32,000.00
	Council/planning board increases		8,100.00
	Employee health insurance estimated increase	3,000.00	7,500.00
	Retirement increase due to increase in rates (estimated at 2%)	1,000.00	1,000.00
Infrastructure	Other		
	12 Mile @ Beulah Church cost participation		
	Tilley-Morris roundabout (FY23 budgets for 20% construction cost overrun)		
	Mast arm	125,000.00	25,000.00
	Town participation in stoplights at Antioch Church/Forest Lawn & 12 Mile Roundabout at Potter & Forest Lawn		
Park	Site improvements		
	Labella consulting		95,000.00
Library	Donation to Library Foundation for reading nook		
Contingency			
	<b>Total cost of non-operating expenditures</b>	<b>477,125.00</b>	<b>521,195.00</b>
		0.00	



**TOWN OF WEDDINGTON, NORTH CAROLINA  
2026-2027 GENERAL FUND BUDGET ORDINANCE  
O-2026-03**

BE IT ORDAINED By The Town Council of Weddington, North Carolina, In Session Assembled:

Section 1. The following amounts are hereby appropriated in the General Fund for the operation of Weddington Government and its activities for the fiscal year beginning July 1, 2026 and ending June 30, 2027, according to the following summary and schedules:

SUMMARY

<u>FUND</u>	<u>ESTIMATED REVENUES</u>	<u>TOTAL APPROPRIATION</u>
General	\$3,160,000	\$3,160,000

Section 2. That for said fiscal year there is hereby appropriated out of the General Fund the following:

<u>GENERAL FUND</u>	<u>AMOUNT</u>
Administrative	\$ 640,500
Planning & Zoning	541,700
General Government	<u>1,977,800</u>
<b>TOTAL APPROPRIATIONS – GENERAL FUND</b>	<b><u>\$3,160,000</u></b>

Section 3. It is estimated that the following General Fund Revenues and Fund Balance Appropriations will be available during the fiscal year beginning July 1, 2026 and ending June 30, 2027 to meet the foregoing General Fund appropriations:

<u>REVENUE SOURCE</u>	<u>AMOUNT</u>
Ad Valorem Taxes	\$1,895,250
State-Collected Revenues	1,033,750

Zoning and Subdivision Revenues	30,500
Investment Revenues	200,000
Other Revenues	<u>500</u>
TOTAL REVENUE GENERAL FUND	<u>\$3,160,000</u>
FUND BALANCE APPROPRIATIONS	\$ <u>    0</u>

Section 4. There is hereby levied for the fiscal year ending June 30, 2027 the following rate of taxes on each (\$100) assessed valuation of taxable property as listed as of January 1, 2026 for the purpose of raising the revenues from current year's property tax as set forth in the foregoing estimates of Revenues, and in order to finance foregoing appropriations:

GENERAL FUND	<u>\$0.035</u>
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Section 5. The Finance Officer is hereby authorized to transfer appropriations within a fund contained herein under the following conditions:

- a. She may transfer amounts between object of expenditure within a department without limitation.
- b. She may transfer amounts between departments of the same fund with an official report on such transfers to the Town Council.
- c. She may make expenditures and/or transfers from appropriations as necessary.

Section 6. All capital items, (items exceeding \$10,000), are to be approved in accord with the adopted budget. The Finance Officer will maintain a list of approved capital outlay items.

Adopted this 8<sup>th</sup> day of June, 2026.

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Jim Bell, Mayor

Attest:

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Karen Dewey, Town Administrator/Clerk

**2026-2027 SCHEDULE OF FEES  
ZONING AND SUBDIVISION ADMINISTRATION**

Zoning Confirmation	\$50.00
Floodplain Development Review	\$100.00 plus Reimbursement of Engineering Fees
Temporary structure permit	\$75.00
Temporary use permit for sales for civic organizations, etc.	\$27.50
Temporary use permit for public	\$110.00
Subdivision sales office	\$110.00
Conditional zoning district – New	\$2,000 plus \$300/acre
Conditional zoning district major amendment (>= 1,000 SF Change)	\$1,500.00
Conditional zoning district minor amendment – Less than 1,000 SF	\$750.00
Construction Documents Review – MX	\$300.00 plus \$100/acre
Construction Documents Review – All Other	\$300.00
Temporary sign permit including temporary banners, off-premise special event signs, construction announcement signs and subdivision sales signs	\$27.50 – Non-profit organizations as recognized by the IRS are exempt
Permanent sign permit	\$50.00
<b>ZONING PERMIT(S)</b>	
a. Residential	\$110.00
b. Residential – Up-fit	\$25.00
c. Non-residential	\$275.00
d. Non-residential – up-fit	\$55.00
e. Accessory Structure (incl. Agricultural)	\$50.00
f. Swimming Pool or Spa	\$50.00
f. Additions	
1. Minor, no more than 25% or 500 square feet total (unheated)	\$27.50
2. Minor, no more than 25% or 500 square feet total (heated)	\$55.00
3. Major	\$110.00
g. Renewal of zoning permit	\$110.00
<b>CERTIFICATE OF COMPLIANCE</b>	
a. Residential	\$110.00
b. Non-residential	\$275.00
c. Accessory or Agricultural	No Charge
Swimming Pool or Spa	\$50.00
d. Additions-	No Charge
Variance and Modification of Subdivision Ordinance	\$715.00 + Notification
Appeal of decision of zoning officer to Board of Adjustment and Application to Board of Adjustment for interpretation of ordinance	\$1,000.00
Amendment to zoning ordinance/text amendment/map amendment	\$1,000.00 + Notification
Approval of changes to subdivision lots	
Per each subdivision	
a. 1 to 2 lots	\$110.00
b. 3 to 5 lots	\$220.00
c. 6 to 10 lots	\$330.00
d. over 10 lots	\$500.00
Telecommunication Tower Engineering and Surveying Fee	Cost to Town + \$715.00 administrative fee
Small Cell Telecommunication Facility	\$75.00/unit

Annual Biosolids Land Application Permit Fee	\$33.00 for the first acre and \$22.00 for each additional acre
Notification of Affected Property Owners (biosolids application)	
21-50	\$55.00
51-100	\$110.00
Over 100	\$220.00
Lot Line Revision and Recombination Fee	\$200.00
<b>SUBDIVISION FEES</b>	
<b><u>MINOR SUBDIVISION</u></b>	
Preliminary Plat Submittal - Subdivision Containing Up to 6 Lots	\$165.00 per Lot plus engineering fees
Pre-Submittal Sketch for Easement Lot	\$110.00
Final Plat Submittal - Subdivision Containing Up to 6 Lots	\$85.00 per Lot
<b><u>MAJOR SUBDIVISIONS</u></b>	
Residential Conservation District (R-CD) Pre-Sketch Plan Conference	\$165.00
Schematic Plan Review	\$275.00 per Lot <u>plus engineering fees</u>
Preliminary Plat Submittal	\$275.00 per Lot plus engineering fees
Final Plat Submittal	\$110.00 per Lot
Site or Field Inspection	\$95.00/hr.
<b><u>SEDIMENT AND EROSION CONTROL REVIEWS &amp; INSPECTIONS</u></b>	
Erosion Control Permit – Commercial over 12,000 sq ft, or any tract over 1 acre disturbed	\$500 per acre disturbed
Revised Plan Review after EC plan approval	\$200.00
Single-Family Residential Lot Inspection/Compliance with ESC Installation and Maintenance Agreement	\$100.00
Reinspection Fee	\$100.00
Erosion Control Civil Penalty – Administration Fee	\$125.00
Per Notice of Violation	\$5000.00 per day, based on the degree and extent of harm caused by the violation, the cost of rectifying the damage, the amount of money the violator saved by non-compliance, whether the violation was committed willfully and the prior record of the violator in complying with or failing to comply with the ordinance.
Copying Fee	\$.05 per copy for B/W and \$.25 per copy for Color
CD Disk	\$1.00



**A RESOLUTION IN SUPPORT OF S.4505 THE ZIP CODE DESIGNATION ACT  
R-2026-04**

WHEREAS, the Town of Weddington was incorporated in 1983 and has developed a distinct identity, strong sense of community, and commitment to preserving its unique character; and

WHEREAS, despite being a recognized municipality with its own elected government, municipal services, and community identity, the Town of Weddington does not have a unique United States Postal Service ZIP Code designation; and

WHEREAS, addresses within the Town of Weddington are currently assigned to ZIP Codes 28104 and 28173, which are associated with the neighboring municipalities of Matthews and Waxhaw, respectively, causing many residents, businesses, mapping services, and governmental databases to identify properties located in Weddington as being located in another municipality; and

WHEREAS, residents and businesses located within the Town of Weddington are assigned ZIP Codes associated with neighboring municipalities, resulting in confusion regarding municipal identity, emergency response coordination, business location recognition, navigation systems, governmental correspondence, and community branding; and

WHEREAS, the lack of a unique ZIP Code often results in residents and businesses being identified as located in municipalities other than Weddington, diminishing the Town's visibility and recognition; and

WHEREAS, a unique ZIP Code designation would enhance the accuracy of addressing, improve recognition of the Town by residents, visitors, businesses, governmental agencies, and mapping services, and strengthen the Town's municipal identity; and

WHEREAS, S.4505, introduced in the United States Senate during the 119th Congress, would require the United States Postal Service to designate a single, unique ZIP Code for certain communities throughout the United States, including the Town of Weddington, North Carolina; and

WHEREAS, the Town Council finds that the objectives of S.4505 are in the best interests of the residents, businesses, and the future of the Town of Weddington;

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Weddington, North Carolina, as follows:

- The Town Council hereby expresses its strong support for S.4505 and any corresponding legislation that would direct the United States Postal Service to establish a single, unique ZIP Code for the Town of Weddington.
- The Town Council respectfully urges the United States Congress to approve and enact S.4505 and encourages North Carolina's Congressional Delegation to support its passage.
- The Town Council directs the Town Clerk to transmit a copy of this Resolution to the members of North Carolina's Congressional Delegation, the sponsors of S.4505, the United States Postal Service, and such other officials as may be appropriate.
- The Town Council affirms its willingness to cooperate with federal officials and the United States Postal Service in the implementation of a unique ZIP Code designation for the Town of Weddington should S.4505 become law.

ADOPTED this 8th day of June 2026.

\_\_\_\_\_  
Jim Bell, Mayor, Town of Weddington, North Carolina

Attest:

\_\_\_\_\_  
Karen Dewey, Town Administrator/Clerk

119TH CONGRESS  
2D SESSION

# S. 4505

To require the United States Postal Service to designate ZIP Codes for certain communities.

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IN THE SENATE OF THE UNITED STATES

MAY 12, 2026

Ms. ERNST (for herself, Mr. PADILLA, Mr. BARRASSO, and Mr. BENNET) introduced the following bill; which was read twice and referred to the Committee on Homeland Security and Governmental Affairs

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## A BILL

To require the United States Postal Service to designate ZIP Codes for certain communities.

1 *Be it enacted by the Senate and House of Representa-*  
2 *tives of the United States of America in Congress assembled,*

3 **SECTION 1. DESIGNATION OF ZIP CODES.**

4 Not later than 1 year after the date of enactment  
5 of this Act, the United States Postal Service shall des-  
6 ignate a single, unique ZIP Code for each of the following  
7 communities:

8 (1) Canyon Lake, California.

9 (2) Eastvale, California.

10 (3) Hidden Hills, California.

- 1 (4) Industry, California.
- 2 (5) Irwindale, California.
- 3 (6) North Tustin, California.
- 4 (7) Rossmoor, California.
- 5 (8) San Pablo, California.
- 6 (9) Tehachapi, California.
- 7 (10) Torrance, California.
- 8 (11) Castle Pines, Colorado.
- 9 (12) Centennial, Colorado.
- 10 (13) Cherry Hills Village, Colorado.
- 11 (14) Frederick, Colorado.
- 12 (15) Greenwood Village, Colorado.
- 13 (16) Highlands Ranch, Colorado.
- 14 (17) Keystone, Colorado.
- 15 (18) Lone Tree, Colorado.
- 16 (19) Mountain Village, Colorado.
- 17 (20) Mt. Crested Butte, Colorado.
- 18 (21) Severance, Colorado.
- 19 (22) Silver Cliff, Colorado.
- 20 (23) Sterling Ranch, Colorado.
- 21 (24) Superior, Colorado.
- 22 (25) Telluride, Colorado.
- 23 (26) Scotland, Connecticut.
- 24 (27) Coconut Creek, Florida.
- 25 (28) Cooper City, Florida.

- 1 (29) Deerfield Beach, Florida.
- 2 (30) Fort Myers, Florida.
- 3 (31) Lighthouse Point, Florida.
- 4 (32) Miami Lakes, Florida.
- 5 (33) Oakland Park, Florida.
- 6 (34) Ocoee, Florida.
- 7 (35) Parkland, Florida.
- 8 (36) Village of Estero, Florida.
- 9 (37) Wilton Manors, Florida.
- 10 (38) Burr Ridge, Illinois.
- 11 (39) Carmel, Indiana.
- 12 (40) Noblesville, Indiana.
- 13 (41) Lawrence, Indiana.
- 14 (42) Westfield, Indiana.
- 15 (43) Zionsville, Indiana.
- 16 (44) Urbandale, Iowa.
- 17 (45) Camargo, Kentucky.
- 18 (46) Louisiana State University, Baton Rouge,  
19 Louisiana.
- 20 (47) Montz, Louisiana.
- 21 (48) Springwater Township, Minnesota.
- 22 (49) Quartzite Township, Minnesota.
- 23 (50) Grass Valley, Nevada.
- 24 (51) Swanzey, New Hampshire.
- 25 (52) Kinnelon, New Jersey.

- 1 (53) Flanders, New York.
- 2 (54) Glendale, New York.
- 3 (55) Pendleton, New York.
- 4 (56) Riverside, New York.
- 5 (57) Wheatfield, New York.
- 6 (58) Weddington, North Carolina.
- 7 (59) Green, Ohio.
- 8 (60) Hochatown, Oklahoma.
- 9 (61) North Enid, Oklahoma.
- 10 (62) Goose Creek, South Carolina.
- 11 (63) Mauldin, South Carolina.
- 12 (64) Fairview, Texas.
- 13 (65) Fate, Texas.
- 14 (66) Heath, Texas.
- 15 (67) Josephine, Texas.
- 16 (68) Murphy, Texas.
- 17 (69) Northlake, Texas.
- 18 (70) Parker, Texas.
- 19 (71) Sargent, Texas.
- 20 (72) Highland City, Utah.
- 21 (73) Fairlawn, Virginia.
- 22 (74) Star Valley Ranch, Wyoming.
- 23 (75) Mills, Wyoming.

## Town Administrator

**TITLE:** Town Administrator

**REPORTS TO:** Works under the direction of and is responsible to the Town Council.

**FLSA STATUS:** Exempt.

**General Position Description:** The Town Administrator/Clerk is the chief administrator of the Town and is responsible for assuring effective management of Town affairs and operations. The Administrator oversees Town departments, activities, and projects; prepares and implements operating and capital budgets; supervises human resources functions, conducts research, and provides information, and serves as liaison and coordinator between elected and appointed Town officials, employees, volunteers, and citizens. This is a 40 hour a week position and the Town Administrator is expected to work some nights and weekends, as necessary.

**Work Location/Environment:** The Town Administrator/Clerk works in the Town Hall located in the Thomas Wren House at 1924 Weddington Rd, Weddington, NC 28104. Remote Work is allowed on days of Office Closures for Inclement Weather or other disturbances that require closure of Town Hall.

**Essential Job Functions:** The Town Administrator shall be responsible to the council for administering all municipal affairs as delegated by the council and shall have the following powers and duties:

### **Town Administrator Duties:**

- To ensure all state laws, the Town charter, Town ordinances, resolutions, and regulations are faithfully executed within the Town.
- To appoint, suspend, or remove town officers and employees at the direction of the council and the mayor.
- To supervise the administration of all departments, offices, and agencies of the town, subject to the general direction and control of the council.
- To direct, coordinate and participate in the operations and functions of the town hall to ensure smooth, effective, and efficient operation.
- To act as an agent to the council in developing, interpreting, and implementing policy.
- To make any other reports that the council may require concerning the operations of Town departments, offices, and agencies subject to the Administrator's direction and control.
- To attend all meetings of the council and all town boards and committees.

- To annually submit to the council and make available to the public a complete report on the finances and administrative activities of the Town at the end of the fiscal year.
- To oversee the preparation and submission of the annual budget to the council.
- To perform such other duties as may be required or authorized by the council.
- Maintains personnel records and job descriptions and performs other personnel related tasks.
- Conducts annual performance evaluations of Town staff.
- Manages the Town's contracts.
- Manages construction projects.
- Performs other duties as required by law of Council.

**Town Clerk Duties:**

- To ensure all state laws, the Town charter, Town ordinances, resolutions, and regulations are faithfully executed within the Town.
- To respond to requests and correspondence from outside organizations and individuals or refer such requests and correspondence to the appropriate town official.
- To attend all meetings of the council and all town boards and committees.
- Provides notice of the meetings of the council and all town boards and committees.
- Maintains a record of all proceedings of the council, Planning Board, Park and Events and all town boards.
- Acts as the Town's custodian of records.
- Performs other duties as required by law of Council.

**Physical Qualifications:** The work is primarily sedentary but involves some standing. The tasks include seated work, some light carrying, manual dexterity and bending and lifting. The Town Administrator/Clerk is occasionally required to drive through the Town and throughout the state on limited occasional travel.

**Education/Experience:** Bachelor's degree in public administration or other related field. Five years' experience in municipal government or combination of education and experience that demonstrates possession of the required knowledge, skills, and abilities.

**Special Requirements:** Must be a certified notary public or have the ability to obtain certification. North Carolina Certified Municipal Clerk preferred.



**TO:** Town Council

**FROM:** Karen Dewey, Town Administrator/Clerk

**DATE:** June 8, 2026

**SUBJECT:** Town Hall Park Engagement Process

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Staff received a scope of work from LaBella for a survey and public engagement strategy for the Town Hall Park. There are essentially two phases to this strategy:

Step one involves the development of a survey with questions and a summary of results.

Step 2 is a 2-phase process. First, it involves delivery of the survey information to the community to engage the public in conversation- open house style workshops. Second, it involves taking the feedback and implementing that into the designs already presented, refining them to be used as the submittal for the conditional zoning application. Half the cost of phase 2 is for the engagement, the other half is for the design in the plans.

The timeline noted in the proposal can be expedited

An extensive public engagement process is outlined with professional-3rd party individuals handling it. There is funding in the various grants already received for the park work. This is an important aspect of developing a park and it can be used as a part of grant applications in the future.

## LETTER OF AGREEMENT BETWEEN CLIENT AND ARCHITECT

07 May, 2026

Ms. Karen Dewey  
Town Administrator/ Clerk  
Town of Weddington, North Carolina  
1924 Weddington Road  
Weddington, NC 28104

Reference: **Town of Weddington – Town Hall Park Community Engagement Process**

Dear Karen:

Thank you for the opportunity to present our team’s suggested approach, scope of services and associated fees for the Town Hall Park Community Engagement Process. LaBella greatly values your continued trust in our team, and we are dedicated to supporting the Town’s vision for the site’s enhancement and potential future development.

Thank you for this opportunity to present this proposed project approach and scope of services for the Town Hall Park Community Engagement Process, all outlined in this LETTER OF AGREEMENT (this “LOA”) dated as of the date set forth above, by and between The Town of Weddington, NC (the “Client”) and LaBella Associates P.C. (hereinafter referred to as “LaBella”).

Upon acceptance of our proposal, please provide your signature and initial the Terms and Conditions pages at the end of this document, retain one original for your use and return a copy to us for our records. This will serve as the notice to proceed under the conditions set herein to activate our design team.

### Scope Understanding:

Community engagement is central to LaBella’s practice. Our firm uses inclusive strategies - ranging from interactive websites and surveys to dynamic charrettes - across in-person and digital platforms, tailoring outreach to each project to ensure meaningful participation. Committed to prioritizing people, LaBella creates places that reflect community values and aspirations through collaborative, stakeholder and public engagement.

For our proposed Community engagement assistance to the Town of Weddington, we have organized our proposed scope of services into two phases focused on key tasks spanning a duration of 12 weeks for your consideration.

### Phase I: Vision Alignment: (phase duration 2 weeks)

Successful collaboration requires early consensus around project vision and goals. This phase prioritizes understanding and early alignment of goals and expectations as our team works with the staff at the Town of Weddington, and its community members to build consensus to refine direction through a feedback-driven process. We will engage stakeholders including residents, business owners, organizations, and agencies to gather input that shapes the master plan’s goals and strategies. Our team works to advance a **“Community of Opportunity” approach - engage early and with focus.**

#### Task 1: Initial outreach and public awareness:

In preparation, LaBella will assist the Town with creation and delivery of an updated “survey” with information bringing awareness to our proposed community engagement process, schedule for input & feedback, and preliminary goals and desired outcome for engaging the community through this collaborative process.

Key elements during this phase include:

- Targeted stakeholder outreach and coordination with community members, civic groups, local agencies, and local partners.
- Multi-platform outreach working with the Town to coordinate engagement with digital tools including surveys and varied platforms.

## **Phase II: Context-Sensitive Placemaking:** (phase duration 4 weeks)

**Reflecting the Town of Weddington’s community identity:** The crux of this will be two in-person Open House charrette workshops, scheduled in coordination with the Town of Weddington staff to reach residents/stakeholders with varied schedules. One during this phase, and a second session following soon after.

Our team uses context-sensitive placemaking to ensure that recommendations reflect the Town’s identity and goals rather than imposing a one-size-fits-all model, and results feel authentically Weddington – rooted in local identity and responsive to community aspirations. Weddington’s character – defined by its heritage, strong neighborhoods, and community-driven values form the foundation for our approach. Key element towards achieving this stems from what is learned through Open House/ Community Workshops:

### **Task 2: Open House / Community Workshop:**

The Open House/ Community Workshop will feature presentations and open house-style activities that share narrative summary and information derived from the initial outreach and public awareness survey from Task 1. The duration of the session typically last 4hrs- 5hrs.

During this session we also invite participants to share additional feedback through interactive maps, discussion boards, and “look and feel” comparative reference images of parks, amenity spaces, and potential program uses. Graphic and sketching exercises will encourage participants to contribute to the design process in table groups, emphasizing important connections, desired uses, and program, and landscape and architectural inspiration from Weddington and other peer communities.

Sharing feedback can be gamified through activities that ask participants to vote for priorities with pin-up inspiring images from a table with a range of options. Participants will be asked to reflect on the site’s current conditions and share their aspirations for its future, particularly related to design preferences, and open space goals.

### **Plan Refinement:**

After the Open House/Community Workshop, the design team will refine the current design based on community feedback from the survey and Open House to inform the final iteration for rezoning plan.

- Design team refines vision statement and preliminary design diagrams, images, massing, land use / program configurations, and narratives to inform potential concept direction(s) with best viability towards meeting project goals and preliminary performance criteria/ metrics.
- Presentation of updated design workshop materials, recommended aesthetic design solutions and preliminary phasing/ implementation strategy diagrams, conceptual design solutions, renderings, and other supporting graphics.
- Visual tour of the project area with stakeholders’ participation to reinforce understanding of key program elements placement on site.

The final plan developed through the plan refinement process will be used as the Rezoning Site Plan to be submitted for the Rezoning process.

### **Compensation:**

LaBella will perform the proposed scope of services listed above in this LOA for the following **Lump Sum fee**:

**Phase I: Vision Alignment:** (phase duration 4 weeks)

- **Task 1: Initial outreach and public awareness**..... **\$7,500**  
Lump sum fee based on the scope outlined above, plus reimbursable expenses.

**Phase II: Context-Sensitive Placemaking:** (phase duration 4 weeks)

- **Task 2: Open House / Community Workshop:** ..... **\$20,000**  
Lump sum fee based on the scope outlined above, plus reimbursable expenses.

**OTHER TERMS AND CONDITIONS**

See the “Terms and Conditions” attached herewith that are applicable to the Initial Work.

We look forward to our continued collaboration with you and the Town of Weddington, NC.

Upon acceptance of this LOA, please execute and return a copy via email for our files.

Sincerely,

**LaBella Associates, P.C.**

**Town of Weddington, NC**



-----  
By: Chip Cannon

-----  
By:

Attachments: Terms and Condition

## Terms and Conditions

This Agreement for Services is entered into between the Client and LaBella Associates, D.P.C., as defined below:

1. **TERMS OF AGREEMENT:** The Client hereby accepts LaBella’s offer to provide services and agrees that such services and any additional services authorized by the Client shall be governed by this Agreement. Any terms of

an acceptance of this Agreement or other writing submitted by the Client or LaBella which differs from the terms of this Agreement shall not apply.

2. **PAYMENT:** The Client shall pay LaBella a Lump Sum fee as listed above in this LOA for the Initial Work described in this Agreement. The invoice for the Initial Work will be issued upon execution of this LOA, and payment is due within thirty (30) days of the invoice date unless noted otherwise in LOA. For any additional services beyond the Initial Work that are pre-approved in writing, the Client shall pay LaBella for services rendered and reimbursable expenses within thirty (30) days of the invoice date. Amounts unpaid sixty (60) days after the invoice due date and following written notice shall bear interest at the prime rate in effect plus one percent per annum. Without incurring any liability to the Client, LaBella may suspend services or terminate this Agreement if payment is not received within sixty (60) days of the invoice date and after written notice. Before resuming services, LaBella shall be paid all sums due prior to suspension.
3. **CLIENT RESPONSIBILITIES:** The Client shall designate a representative authorized to act on its behalf with respect to the Project. All notices required under this Agreement shall be given to Client and that representative via email. Client copied on all correspondences via email.

The Client shall use commercially reasonable efforts to provide LaBella with all available information actually in the Client's possession regarding, and site access to, the Project necessary for LaBella to perform its professional services, including the Client's requirements for the Project. The Client shall also provide information actually in the Client's possession regarding the Project site and any existing facilities, including destructive testing and investigation of concealed conditions and hazardous substances or injurious conditions.

Client shall examine documents submitted by LaBella and render decisions pertaining thereto promptly to avoid unreasonable delay in the progress of LaBella's services.

4. **ADDITIONAL SERVICES:** If circumstances or Project requirements that are not addressed in this Agreement or that are not reasonably within the scope of services set forth in this Agreement result in an increase in the scope of services, LaBella shall be entitled to an appropriate adjustment in schedule and compensation, subject to the Client's prior written approval. LaBella shall notify the Client in writing immediately upon determination that a change in services is justified, provided said change in service shall at all times be subject to the Client's final written approval. Additional services and related reimbursable expenses shall not be incurred until a Letter of Authorization – Additional Architect's Services is fully executed by the Client. Upon execution of the Project Agreement, payment shall be in accordance with the preceding paragraph 2 and with the then current LaBella Hourly Billing Schedule in effect for the location at which the services are provided. Such additional services shall be billed monthly in accordance with the preceding paragraph 2.
5. **ASSIGNMENT:** Neither party may assign any benefit or obligation under this Agreement without the prior written consent of the other party, except LaBella may use the services of persons and entities not in LaBella's employ when appropriate and customary to do so and the Client may transfer its interest in this Agreement and/or the Project Agreement to an affiliate.
6. **CONFIDENTIALITY:** During the Project, confidential and/or proprietary information of the Client might be furnished to LaBella. LaBella shall use such information for the purpose of providing its professional services on the Project, and for no other purpose. LaBella shall hold such information in strict confidence and shall not disclose such information to any person or entity, except sub-consultants engaged on the Project or as required by law. Upon completion of its services, LaBella shall return or destroy all confidential and/or proprietary information to the Client.
7. **REIMBURSABLE EXPENSES:** Subject to Client's prior written approval, any expenses for travel and printing will be computed at 1.0 times the expense incurred by LaBella. Such reimbursable expenses shall be billed monthly in accordance with the preceding paragraph 2.

8. **STANDARD OF CARE:** LaBella employees shall endeavor to perform the services set forth in this Agreement using that degree of care and skill ordinarily exercised under similar circumstances by others providing services in the same or similar locality as the Project at the time services are provided. LaBella has or shall provide a schedule for the performance of its services, but LaBella shall have no liability or responsibility for delays in the performance of its services caused by persons or circumstances outside the control of LaBella.
9. **OWNERSHIP OF DOCUMENTS:** LaBella grants to the Client ownership of any instruments of service prepared by LaBella pursuant to this Agreement, provided that the Client shall comply with all obligations, including prompt payment of all sums due, under the LOA, if any, and this Agreement. The Client authorizes LaBella to provide copies of the Instruments of Service in electronic format to third parties, solely for use in matters related to the Project.
10. **ESCALATION:** In the event the term of this Agreement is extended beyond the period of service set forth in the Project Agreement, then compensation for professional services is subject to review and escalation by LaBella upon thirty (30) days written notice to the Client and subject to the Client's prior written approval.
11. **SUSPENSION:** The Client may suspend this Agreement in whole or in part at any time for convenience upon seven (7) days prior written notice. Upon receipt of notice, LaBella shall immediately discontinue all services and any reimbursable expenses approved by the Client in writing will be due and payable in accordance herein.

LaBella may suspend its performance under this Agreement if any delinquent amounts due for services and expenses have not been paid following notice thereof and an opportunity to cure, as further required herein. In no event may LaBella refuse to release any unreleased drawings, plans, specifications, reports, maps, materials and any other instruments of service prepared by LaBella for Client until all arrearages are paid in full. LaBella shall not be liable to the Client for delay or any other damages due to any such suspension of services, unless such damages are due to LaBella's negligent acts or omissions.

12. **TERMINATION:** In addition to LaBella's right to terminate or suspend services pursuant to the preceding paragraph 2, this Agreement may be terminated by either party upon not less than seven (7) days prior written notice should the other party materially breach the terms of this Agreement. Notice by the terminating party must identify the alleged material breach, and the party in breach may, within ten (10) days of receipt of the written notice of breach and termination, cure the breach, in which event termination shall not occur. In addition, the Client, upon thirty (30) days prior written notice, may terminate this Agreement without cause if the Client determines, in its sole judgment, that termination is in its interest. Upon receipt of the notice of termination without cause, LaBella shall stop work, and the Client shall pay LaBella within thirty (30) days of the date of termination for preapproved reimbursable expenses incurred up to the effective date of termination.
13. **DISPUTES:** The parties agree that mediation before a mutually agreeable neutral third party shall be a condition precedent to any legal action arising out of this Agreement, unless waived in writing by the parties. The cost of the mediation shall be borne equally by the parties. The mediation shall be conducted in accordance with the Construction Industry Mediation Rules of the American Arbitration Association unless the parties agree otherwise. No demand for mediation shall be made after the date that the applicable statute of limitations would bar a legal or equitable action based on the claim or dispute.
14. **VENUE AND JURISDICTION:** Any legal suit, action or proceeding arising out of or relating to this agreement shall be instituted in a court of competent jurisdiction located in the state and county where the project is located. The parties hereby waive any objection which they may have now or hereafter to the venue of any such suit, action or proceeding, and hereby irrevocably consent to the personal jurisdiction of any such court in any such suit, action or proceeding.

15. **CHOICE OF LAW:** This Agreement shall be interpreted, construed, and enforced in accordance with the laws of the state where the project is located without giving effect or reference to any conflict of law provisions.
16. **DISCLAIMER OF CONSEQUENTIAL DAMAGES:** In no event shall the Client or LaBella be liable to the other party for any special, indirect, incidental, or consequential loss or damages, including but not limited to, lost profits and loss of use arising from or related to duties or obligations of the parties set forth in this Agreement.
17. **LATE FEES, COSTS AND ATTORNEY'S FEES:** An additional charge of 1.5% of an invoice will be imposed each month on all past due accounts, which have been approved by the Client. Imposition of such charges does not constitute an extension of the payment due date.
18. **REMEDIES CUMULATIVE:** The rights and remedies available to a party under this Agreement are cumulative and in addition to, not exclusive of, or in substitution for, any other rights or remedies either party may have at law, or in equity, or under this Agreement. Nothing contained in this Agreement shall be deemed to preclude either party from seeking injunctive relief, if necessary, to prevent the other party from willfully or intentionally breaching its obligations under this Agreement or to compel the other party to perform its obligations hereunder.
19. **NON-WAIVER:** Failure by either party at any time to require performance by the other party or to claim a breach of any provision of this Agreement will not be construed as a waiver of any right accruing under this Agreement, nor affect any subsequent breach, nor affect the effectiveness of this Agreement or any part hereof, nor prejudice either party as regards any subsequent action.
20. **FORCE MAJEURE:** Neither party to this Agreement shall be liable to the other for delays in performing the obligations called for by this Agreement, or the direct and indirect costs resulting from such delays, that are caused by labor strikes, riots, war, acts of government authorities other than the Client (if a governmental authority), extraordinary weather conditions, epidemics, pandemics or other natural catastrophe, or any other cause beyond the reasonable control or contemplation of either party.
21. **SEVERABILITY:** The provisions of this Agreement are hereby agreed and declared to be severable. Any term or provision of this Agreement which is held to be unenforceable by a court of competent jurisdiction shall be deemed to have been stricken from this Agreement, and the remaining terms and provisions of this Agreement shall be construed and enforced without such terms or provisions.
22. **COUNTERPARTS:** This Agreement may be executed in one or more counterparts, each one of which shall be deemed an original, but all of which together shall constitute one and the same instrument. This Agreement may be executed by electronic mail (including pdf or any electronic signature complying with the U.S. Federal E-SIGN Act of 2000, e.g., [www.docuSign.com](http://www.docuSign.com)), or other transmission method and shall be deemed to have been duly and validly executed and delivered by each party herein on the date so transmitted to the other party.
23. **SCOPE OF AGREEMENT:** This Agreement represents the entire and integrated agreement between the parties and supersedes all prior negotiations, representations, or agreements, either written or oral, except that terms specific to future projects shall be set forth in LaBella's proposals. This Agreement may be amended only by written instrument signed by both parties.
24. **LIMITATION OF LIABILITY:** To the maximum extent allowed by law, the Client agrees to limit the liability of LaBella, and its shareholders, directors, officers, employees, and agents, for the Client's damages to the amount LaBella's fee. This limitation shall apply regardless of the cause of action or legal theory pled or asserted. For purposes of this provision, LaBella's shareholders, directors, officers, and employees shall be third party beneficiaries. The liability for the initial services shall be capped at LaBella scope of services fee listed in this LOA.
25. **MISCELLANEOUS PROVISIONS:** The following miscellaneous provisions shall apply:

- a. This Agreement shall be governed by the law of the principal place of business of LaBella.
- b. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or LaBella.
- c. LaBella shall have the right to include photographic or artistic representations of its services provided and instruments of service created pursuant to this Agreement among LaBella's promotional and professional materials. However, any materials shall not include the Client's confidential or proprietary information. To the extent the Client is not subject to any restrictions, the Client shall provide professional credit for LaBella in Client's promotional materials for the Project.
- d. Neither the Client nor LaBella shall assign this Agreement without the written consent of the other.



ENVIRONMENTAL CONSULTANTS

Sound Science. Creative Solutions.®

June 1, 2026

Karen Dewey  
Town Administrator/Clerk  
1924 Weddington Road  
Weddington, NC 28104

*Submitted electronically via email to kdewey@townofweddington.com*

**RE: Proposal for Weddington Environmental Survey**

Dear Ms. Dewey:

**SWCA Environmental Consultants** (SWCA) is pleased to submit this proposal to conduct an environmental survey to identify high-quality environmental resources and ecologically sensitive areas within the limits of the Town of Weddington, located in Union County, North Carolina.

I will personally oversee the project as project manager. I have an interdisciplinary team of ecologists, biologists, and hydrologists to support this project and make it successful.

We truly appreciate the opportunity to provide the Town of Weddington with this scope of work and fee. If you have any questions or wish to discuss the details of our proposal, feel free to contact me at (919) 624-1458.

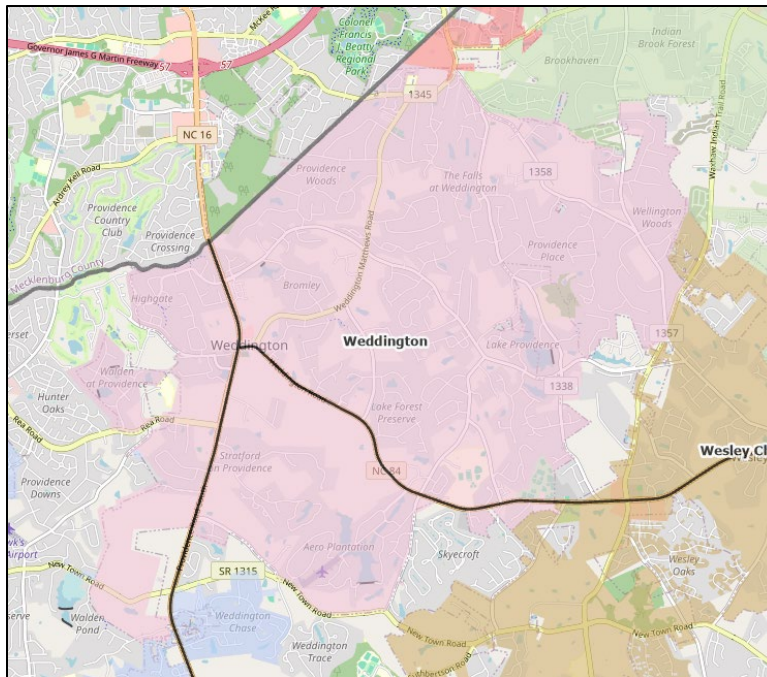
Sincerely,

A handwritten signature in black ink, appearing to read "Joshua C. Allen".

Joshua C. Allen, PE, CFM  
Principal Restoration Engineer  
SWCA Environmental Consulting and Engineering, Inc.

## PROJECT OBJECTIVES & BACKGROUND

The primary goal of this project is to help the Town of Weddington (Town) identify high-quality environmental resources and ecologically sensitive areas within its jurisdictional limits (**Figure 1**) so they can be protected from future development through ordinance or other conservation measures.



**Figure 1. Study Area**

The Town’s 2024 Comprehensive Land Use Plan and Unified Development Ordinance (UDO) both strongly emphasize rural character preservation, environmental stewardship, and growth management. Guided by the Comprehensive Plan’s Conservation Goals (e.g., “limit development on environmentally sensitive land”) and the UDO’s Conservation Residential Development standards, the Town seeks to proactively identify and protect environmentally sensitive areas (wetlands, floodplains, riparian buffers, steep slopes, vulnerable soils, wildlife habitats, tree canopy, water supply recharge areas, etc.). These natural resources are vital to preserving the Town’s rural beauty and mitigating risks like flooding and erosion. The Town’s UDO already codifies key measures (e.g., prohibiting development in floodplains, requiring open space in subdivisions, and prioritizing conservation of primary resources like wetlands and steep slopes). This proposal outlines a comprehensive set of planning and technical tasks to help the Planning Board implement those objectives town-wide, aligning closely with existing UDO requirements and Plan policies.

## SCOPE OF WORK

### ENVIRONMENTAL INVENTORY & GIS MAPPING

SWCA will collect data necessary to develop a town-wide GIS inventory of environmentally sensitive resources and develop an Environmental Constraints Map. By consolidating all critical environmental data, this map will aid the Planning Board and staff in evaluating rezoning and subdivision proposals and, early in the process, help developers identify sensitive features on a site and plan accordingly.

#### TASK 1. TOWN-WIDE ENVIRONMENTAL CONSTRAINTS MAPPING

SWCA will develop a comprehensive “Environmental Constraints Map” and GIS database documenting all major environmentally sensitive features across the Town’s approximately 18 square miles. This geospatial inventory will cover:

- **Water Resources:** Streams and riparian buffers (especially along Six-Mile and Twelve-Mile Creeks), wetlands (from the National Wetland Inventory and field-verified data), and Federal Emergency Management Agency 100-year floodplain boundaries. These areas often warrant special protection or designation as “Primary conservation lands” under the UDO (which includes floodplains and wetlands) . The map will help ensure no new lots are platted wholly in flood hazard zones (per UDO D-917A.D), and that building envelopes avoid the regulated floodplain elevation.
- **Topography & Steep Slopes:** Detailed elevation data (e.g., USGS LIDAR) to identify steep slope zones (e.g., 15%–25% and >25% grades). The UDO already calls for minimizing development on slopes >15% and prohibiting disturbance on slopes >25% except under strict limits. Mapping these areas will support the enforcement of these slope protection standards.
- **Soils & Septic Suitability:** Natural Resources Conservation Service soil maps to pinpoint hydric soils, shallow depth-to-bedrock soils, and other constraints to on-site septic (vital since many of the Town’s homes use septic). Such soils often coincide with wetlands or flood-prone areas and are designated as primary conservation areas in the UDO. Identifying them helps implement UDO D-917B.E (minimize disturbance in lowland areas poorly suited for septic).
- **Significant Habitat & Natural Features:** Information from NC Natural Heritage Program and U.S. Fish and Wildlife Service, Information for Planning and Consultation tool to locate any habitat for rare species or unique natural communities. UDO Section D-917B.H explicitly mandates that significant natural areas identified in the required Existing Resources/Site Analysis be incorporated into Conservation Lands. This mapping ensures development proposals can meet that requirement by knowing where such sensitive features exist.
- **Forest & Tree Canopy:** Satellite land-cover data to map large forest stands and mature tree canopy (especially contiguous woodlands that often correspond to high-value habitat and steep slopes). The UDO defines “Primary Conservation Land” as including hydric soils and wetlands, and “Secondary Conservation Land” as including forestland, steep slopes, and farmland. The map will delineate these areas for use in open space design and tree preservation enforcement (e.g., per UDO Appendix 2C/Section D-918.Q, which requires tree surveys and tree-save areas in development plans).
- **Open Space & Farmland:** Current land use and zoning data to mark existing open spaces (parks, Land Trust properties, preserved farmland) and large agricultural tracts. This snapshot supports the Town’s rural preservation objectives and informs where the Conservation Land network might be expanded. It will also help implement UDO D-917B.D which calls for conservation lands to form an “interconnected network” consistent with Town plans.

#### **Deliverables:**

A Town-Wide Environmental Constraints Map & GIS Dataset, together with a brief Inventory Report describing each resource layer (source, date, attributes, and any caveats). The map will visually highlight no-build areas (e.g., floodways, wetlands) and sensitive zones overlapping multiple constraints (e.g., a steep wooded slope in a stream buffer). This GIS

tool could be integrated with the Town's planning system and referenced in development application reviews to quickly flag environmental issues on any parcel.

## TASK 2. FIELD VERIFICATION & STAKEHOLDER INPUT

SWCA will perform an on-site validation of selected high-priority areas from Task 1 and gather local knowledge. Town staff, Board members, and residents (such as those familiar with local creeks or wildlife corridors) may accompany SWCA experts in field surveys to confirm mapped features or discover any unmapped resources (e.g., small seasonal streams, springs, or specimen trees). Their input can refine the Environmental Constraints Map for accuracy.

### *Deliverables:*

SWCA will prepare a field survey memo documenting any corrections or additions to the mapping (with updated GIS layers if needed).

## TASK 3. ANALYSIS & PRIORITIZATION OF SENSITIVE AREAS

Using the mapped data, SWCA will perform a multi-criteria analysis of the town's environmental assets to identify "Critical Environmental Areas" and rank them by conservation priority. This analysis is intended to provide policy insight on where to concentrate conservation efforts.

- **Composite Sensitivity Scoring:** SWCA will develop a scoring model to quantify each area's environmental significance (e.g., assign higher weights to locations with overlapping resources, such as a floodplain that is also a wetland and wildlife corridor). This data-driven approach will spotlight where multiple constraints coincide, echoing the UDO's concept of Primary Conservation Lands. These overlaps will highlight the Tier A conservation lands per UDO D-917B.C (highest priority features: steep slopes >25%, forestlands, and scenic viewsheds).
- **Resource-Specific Evaluations:** For each category of sensitive land, assess its extent and function:
  - **Flood & Water Resource Protection:** Map and sum acres of floodplain in the Town and note any existing structures there. This analysis will help target open space or parkland acquisition along creeks to act as natural flood buffers and greenway corridors, consistent with Plan recommendations and UDO D 918.D to minimize flood damage in subdivisions.
  - **Wetlands & Stream Buffers:** Identify significant wetland clusters and stream riparian buffers needing preservation. The UDO encourages the designation of these lowland areas as Conservation Lands, potentially with additional buffer lands. Task 3 will measure current buffer extents and suggest optimal buffer widths to maintain water quality, aligning with UDO's goals to minimize stream disturbances.
  - **Steep Slopes & Erosion Hazard:** Quantify land areas in slope categories (10–15%, 15–25%, >25%). The UDO already restricts site disturbance on steep slopes. Our analysis will identify subdivisions or parcels with notable steep slope coverage, to guide targeted enforcement of these provisions and possible strategies like conservation easements or very-low-density zoning in these places.
  - **Biodiversity & Habitat Connectivity:** Using state wildlife data, pinpoint any known habitat for protected species or continuous wildlife corridors (for example, forested corridors along major creeks or between large open spaces).
  - **Groundwater & Source Water Areas:** Highlight areas critical for groundwater recharge or near the Town's source-water well, to consider protective measures (like overlay zones or heightened review if development is proposed).
- **Prioritization Framework:** SWCA will develop a clear set of criteria to categorize sensitive areas as High, Moderate, or Lower Priority for protection. For example, "High Priority" might include any area meeting UDO Primary Conservation criteria (floodplain, wetland, hydric soil, >25% slope), plus a buffer around it, or large intact forest blocks; "Moderate" might include secondary conservation lands like farmland or moderate slopes.

**Deliverables:**

SWCA will prepare an Environmental Priorities & Recommendations Report detailing:

- High-Priority Conservation Areas Map that depicts where protective measures (like stricter zoning or acquisition) are most critical.
- Resource-specific findings, such as calculating the area of floodplain that remains undeveloped, or the length of streams that lack adequate vegetated buffers.
- Recommendations for each resource type or area category.

**TASK 4. STORMWATER PLANNING ANALYSIS**

SWCA will prepare a hydrologic and hydraulic analysis of the watersheds within Town limits. This analysis will evaluate anticipated changes to flow, flooding extents, and stream velocity from current land use conditions to anticipated future build-out conditions. This analysis will also include an evaluation of proposed stormwater development regulations to help limit potential future impacts. This analysis will include the following:

- Acquire effective FEMA HEC-RAS models of streams within Town limits.
- Prepare Existing Conditions (EX) HEC-HMS model of watershed subbasins within Town limits using TR-55 methodology.
- Prepare Proposed Conditions – Unmitigated (PC-U) HEC-HMS model by incorporating proposed land use changes to land cover characteristics in the EX HEC-HMS model.
- Prepare Proposed Conditions – Mitigated (PC-M) HEC-HMS model by incorporating conceptual detention basins for subbasins.
- Update peak discharge rates for acquired HEC-RAS models to match each of the HEC-HMS model peak discharge results.
- All analyzed storm events will include 10- and 100-yr 24-hr storm using NOAA Atlas 14 rainfall.
- Identify structures and roads impacted by existing and proposed flooding.
- Summarize methodology, results, and recommendations in draft report.
- Respond to up to one (1) round of comments from Town.

**TASK 5. PROJECT MANAGEMENT AND MEETINGS**

SWCA will provide project management and administrative support throughout the project duration. SWCA's Project Manager will coordinate between the Town and SWCA staff to ensure Project tasks are completed efficiently and in accordance with the Town's expectations. This task includes participation in Project-related calls and meetings, preparation of monthly invoicing, budget accruals and forecasts, schedule maintenance, document review and submittal, coordinating Project deliverables with the Project Team, and administrative support.

SWCA will participate in up to six project meetings via conference calls. Each meeting is expected to last no longer than 0.5 hour and will be attended by the SWCA Project Manager and members of the Project team.

**OPTIONAL TASK 6. CENTRAL ONLINE DATA PORTAL**

SWCA proposes developing a centralized data portal using Esri's ArcGIS Hub to serve as a single, authoritative entry point for the Town's conservation management initiatives. A Hub site provides an efficient, scalable solution for organizing and presenting resources on a single, cohesive, user-friendly platform. SWCA will develop a web viewer to provide online access to the data collected in Tasks 1-3. SWCA will assist the Town with creating an ESRI account if needed.

## COST ESTIMATE

Based on thoughtful consideration of the project requirements and a thorough estimate of the required labor and direct costs, SWCA proposes a fixed fee cost of \$82,750 for Tasks 1 through 5, or \$89,250 if Optional Task 6 is included (Table 1). The fixed fee price is based on the detailed scope above and the assumptions below.

To accommodate project changes and scheduling, it is assumed that SWCA will be able to use the overall project funding and will not be held to phase limits so long as the overall budget is not exceeded.

This cost estimate is valid for ninety (90) days from the date of the proposal.

**Table 1. Cost Estimate.**

PHASE	ESTIMATED TASK FEE
<i>Task 1. Environmental Constraints Mapping</i>	\$10,200
<i>Task 2. Field Verification &amp; Stakeholder Input</i>	\$8,700
<i>Task 3. Analysis &amp; Prioritization of Sensitive Areas</i>	\$8,100
<i>Task 4. Stormwater Planning Analysis</i>	\$49,950
<i>Task 5. Project Management and Meetings</i>	\$5,800
<i>Optional Task 6. Central Online Data Portal</i>	\$6,500.00
<b>PROJECT TOTAL</b>	<b>\$82,750 (\$89,250)</b>

## ASSUMPTIONS

- This proposal is based on the Study Area described in the Project Objectives. Any additional work or costs associated with changes to the Study Area are not covered under this scope of services.
- Delays due to land access, coordination, or weather are not included in the cost estimate.
- All deliverables will be provided electronically in .pdf, Word, or ArcGIS format.
- SWCA will coordinate access to the site with the Town prior to mobilization.
- The field assessment will include 2 SWCA staff working 1-10-hour day, including travel.
- This scope of work will be conducted and overseen by a professional engineer licensed in the state of North Carolina.
- No coordination or communication with regulatory agencies is included in this scope of work.
- SWCA shall rely on publicly available data for all hydraulic structure modeling. No field survey or verification is included in this analysis.
- Hydraulic modeling shall be limited to reaches where effective HEC-RAS models are publicly available from NC FRIS or from the Town.
- All hydraulic modeling will be conducted using HEC-RAS 1D.
- All hydrologic modeling will be conducted using HEC-HMS.
- Proposed Conditions – Mitigated (PC-M) HEC-HMS will only include proposed conceptual detention facilities for subbasins that show an increase in impervious area exceeding 5 acres.
- The fixed price does not include an annual \$2,000 ESRI account fee for Optional Task 6, if needed by the Town.



# Code Enforcement Report

May 22 2026

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What was accomplished this week?

- Meeting held with staff to discuss code enforcement cases.
- Inspections occurred at 7112 New Town, 4000 Ambassador, 6939 Tree Hill, 109 Foxton, 4915 Beulah Church, 6107 Greystone, 4909 Beulah Church
- Letter sent to 4909 Beulah Church

What will be accomplished next week?

- Meeting to discuss ongoing code cases, new potential cases

Schedule Status:

- 4500 Homestead (Construction Debris): Next steps for Abatement need to be determined by town.
- 109 Foxton: Next steps for Abatement need to be determined by town.
- 416 Gatewood: Property owner is attempting to apply for a permit which would negate any minimum housing issue so long as it's active.
- 4000 Ambassador: Will determine future action on May 29th
- 6939 Tree Hill: Next Inspection: TBD
- 4519 Beulah Church: Next Steps for Abatement need to be determined by town.
- 4909 Beulah Church: Next Inspection: June 12<sup>th</sup>
- 6107 Greystone: Town will determine how to proceed on May 29<sup>th</sup>
- 7112 Newtown: Being inspected periodically for ensured compliance.

Other Issues or Concerns:

- Contract will expire in June of this year. Need to discuss extension if town wishes to continue current contract.

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Matthew Rea, AICP, NCCZO  
(330) 885-0937  
mrea@ibts.org



**WEDDINGTON**  
Statement of Revenue and Expenditures

06/03/2026  
12:21 PM

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
10-4110-127	FIRE DEPARTMENT BLDG/MAINTENANCE	3,965.00	0.00	0.00	0.00	0.00	0
10-4110-150	POLICE	0.00	0.00	0.00	0.00	0.00	0
10-4110-155	POLICE PROTECTION	533,779.36	691,645.00	0.00	653,926.80	37,718.20	95
10-4110-160	EVENT PUBLIC SAFETY	0.00	5,000.00	0.00	0.00	5,000.00	0
10-4110-180	GOVERNING BOARD	0.00	0.00	0.00	0.00	0.00	0
10-4110-190	LEGAL	0.00	0.00	0.00	0.00	0.00	0
10-4110-192	ATTORNEY FEES - GENERAL	65,170.00	72,500.00	7,324.00	56,490.00	16,010.00	78
10-4110-193	ATTORNEY FEES - LITIGATION	0.00	5,000.00	0.00	0.00	5,000.00	0
10-4110-320	OTHER GENERAL GOVERNMENT	0.00	0.00	0.00	0.00	0.00	0
10-4110-330	ELECTION EXPENSE	0.00	20,000.00	0.00	17,858.68	2,141.32	89
10-4110-340	PUBLICATIONS	0.00	5,000.00	0.00	0.00	5,000.00	0
10-4110-342	HOLIDAY/TREE LIGHTING	8,376.59	10,000.00	0.00	11,779.48	1,779.48-	118
10-4110-343	SPRING EVENT	5,363.67	8,550.00	732.32	4,408.82	4,141.18	52
10-4110-344	OTHER COMMUNITY EVENTS	0.00	17,500.00	0.00	15,849.60	1,650.40	91
10-4110-498	LIBRARY DONATIONS	75,000.00	0.00	0.00	0.00	0.00	0
	<b>4110 GENERAL GOVERNMENT</b>	<b>1,704,328.38</b>	<b>1,918,145.00</b>	<b>98,001.30</b>	<b>1,745,831.56</b>	<b>172,313.44</b>	<b>91</b>
10-4120-000	ADMINISTRATIVE	0.00	0.00	0.00	0.00	0.00	0
10-4120-120	SALARIES & EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00	0
10-4120-121	SALARIES - ADMINISTRATOR/CLERK	69,678.09	74,250.00	5,971.88	66,735.85	7,514.15	90
10-4120-123	SALARIES - TAX COLLECTOR	58,146.72	64,500.00	4,681.04	54,650.35	9,849.65	85
10-4120-124	SALARIES - FINANCE OFFICER	17,561.86	21,615.00	887.04	16,510.30	5,104.70	76
10-4120-125	SALARIES - MAYOR & TOWN COUNCIL	25,200.00	25,500.00	1,700.00	22,300.00	3,200.00	87
10-4120-181	FICA EXPENSE	13,049.73	15,500.00	1,012.88	12,255.23	3,244.77	79
10-4120-182	EMPLOYEE RETIREMENT	27,750.74	29,575.00	2,440.00	27,332.79	2,242.21	92
10-4120-183	EMPLOYEE INSURANCE	32,983.00	37,975.00	2,300.14	25,312.66	12,662.34	67
10-4120-184	EMPLOYEE LIFE INSURANCE	464.64	500.00	214.32	1,301.12	801.12-	260



**WEDDINGTON**  
Statement of Revenue and Expenditures

06/03/2026  
12:21 PM

Expenditure Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Unexpended	% Expd
10-4130-121	SALARIES - ZONING ADMINISTRATOR	81,220.39	85,200.00	753.89	71,972.19	13,227.81	84
10-4130-122	SALARIES - ASST ZONING ADMINISTRATOR	0.00	22,450.00	1,679.00	14,386.50	8,063.50	64
10-4130-123	SALARIES - ADMINISTRATIVE ASSISTANT	23,476.04	26,250.00	2,149.71	21,236.60	5,013.40	81
10-4130-124	SALARIES - PLANNING BOARD	2,600.00	6,300.00	350.00	3,500.00	2,800.00	56
10-4130-125	SALARIES - SIGN REMOVAL	3,487.05	3,600.00	330.75	3,269.70	330.30	91
10-4130-181	FICA EXPENSE - P&Z	8,090.84	11,765.00	402.69	8,222.49	3,542.51	70
10-4130-182	EMPLOYEE RETIREMENT - P&Z	13,571.94	20,050.00	131.78	12,580.74	7,469.26	63
10-4130-183	EMPLOYEE INSURANCE	16,488.00	19,350.00	0.11	11,161.71	8,188.29	58
10-4130-184	EMPLOYEE LIFE INSURANCE	307.20	375.00	0.00	470.00	95.00-	125
10-4130-185	EMPLOYEE S-T DISABILITY	168.00	200.00	0.00	304.60	104.60-	152
10-4130-190	CONTRACTED SERVICES	0.00	0.00	0.00	0.00	0.00	0
10-4130-192	CONSULTING STORMWATER CONTROL	113,924.80	67,000.00	0.00	40,145.98	26,854.02	60
10-4130-193	CONSULTING	45,807.19	75,000.00	5,070.00-	64,856.49	10,143.51	86
10-4130-194	CONSULTING - COG	5,436.62	15,000.00	0.00	6,476.93	8,523.07	43
10-4130-195	OTHER CONSULTING CONTRACTS	0.00	55,500.00	0.00	0.00	55,500.00	0
10-4130-200	OTHER PLANNING	0.00	0.00	0.00	0.00	0.00	0
10-4130-201	OFFICE SUPPLIES - PLANNING & ZONING	4,455.35	7,500.00	562.22	3,872.41	3,627.59	52
10-4130-215	HISTORIC PRESERVATION	0.00	250.00	0.00	0.00	250.00	0
10-4130-220	INFRASTRUCTURE	75,000.00	0.00	0.00	0.00	0.00	0
10-4130-321	TELEPHONE - PLANNING & ZONING	2,173.49	2,000.00	0.00	1,184.33	815.67	59
10-4130-325	POSTAGE - PLANNING & ZONING	2,100.43	2,500.00	300.00	1,668.37	831.63	67
10-4130-331	UTILITIES - PLANNING & ZONING	4,036.68	5,000.00	229.97	3,293.85	1,706.15	66
10-4130-370	ADVERTISING - PLANNING & ZONING	489.38	500.00	52.43	193.35	306.65	39
10-4130-500	CAPITAL EXPENDITURES - P&Z	0.00	30,000.00	0.00	0.00	30,000.00	0
	<b>4130 ECONOMIC &amp; PHYSICAL DEVELOPMEN'</b>	<b>402,833.40</b>	<b>455,790.00</b>	<b>1,872.55</b>	<b>268,796.24</b>	<b>186,993.76</b>	<b>59</b>
	<b>General Fund Expenditure Totals</b>	<b>2,639,317.40</b>	<b>2,987,000.00</b>	<b>142,124.48</b>	<b>2,498,985.49</b>	<b>488,014.51</b>	<b>84</b>

**WEDDINGTON**  
Statement of Revenue and Expenditures

06/03/2026  
12:21 PM

<b>10 General Fund</b>	<b>Prior</b>	<b>Current</b>	<b>YTD</b>
<b>Revenues:</b>	<u>4,152,251.79</u>	<u>124,724.64</u>	<u>2,747,370.58</u>
<b>Expenditures:</b>	<u>2,639,317.40</u>	<u>142,124.48</u>	<u>2,498,985.49</u>
<b>Net Income:</b>	1,512,934.39	17,399.84-	248,385.09

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<b>Grand Totals</b>	<b>Prior</b>	<b>Current</b>	<b>YTD</b>
<b>Revenues:</b>	<u>4,152,251.79</u>	<u>124,724.64</u>	<u>2,747,370.58</u>
<b>Expenditures:</b>	<u>2,639,317.40</u>	<u>142,124.48</u>	<u>2,498,985.49</u>
<b>Net Income:</b>	1,512,934.39	17,399.84-	248,385.09

2026

2025

Assets

10-1120-000	SOUTH STATE CHECKING ACCOUNT	733,844.55	735,558.48
10-1120-001	TRINITY MONEY MARKET	0.00	0.00
10-1120-002	CITIZENS SOUTH CD'S	0.00	0.00
10-1130-000	BB&T/TRUIST CHECKING	1,146,308.65	492,051.80
10-1130-001	BB&T/TRUIST MONEY MARKET	1,874,644.10	2,336,152.82
10-1140-000	NC CLASS INVESTMENT ACCOUNT	270,153.37	260,501.59
10-1170-000	NC CASH MGMT TRUST	5,315,109.01	5,131,607.54
10-1205-000	DUE FROM OTHER FUNDS (SCIF/PARK)	97,590.32	54,932.32
10-1210-000	A/R SOLID WASTE FEES	10,430.73	24,175.84
10-1210-001	A/R SOLID WASTE FEES PRIOR YR	0.00	0.00
10-1210-002	A/R SOLID WASTE FEES NEXT 8 PY	51,874.31	51,874.31
10-1211-001	A/R PROPERTY TAX	63,606.81	13,279.34
10-1212-001	A/R PROPERTY TAX - 1ST YEAR PRIOR	5,892.23	9,149.43
10-1212-002	A/R PROPERTY TAX - NEXT 8 PRIOR YRS	7,396.37	5,019.66
10-1213-000	A/R PROPERTY TAX INTEREST RECEIVABL	2,174.13	1,632.50
10-1214-000	PREPAID ASSETS	26,933.32	36,575.14
10-1215-000	A/R INTERGOVT-LOCAL OPTION SALES TX	0.00	91,453.12
10-1216-000	A/R INTERGOVT - MOTOR VEHICLE TAXES	0.00	7,790.24
10-1217-000	A/R INTERGOVT - UTILITY/SOLID WASTE	0.00	105,899.33
10-1220-000	AR OTHER	3,542.43	16,375.60
10-1232-000	SALES TAX RECEIVABLE	670.89	670.89
10-1240-000	INVESTMENT INCOME RECEIVABLE	0.00	0.00
10-1610-001	FIXED ASSETS - LAND & BUILDINGS	2,513,697.44	2,513,697.44
10-1610-002	FIXED ASSETS - FURNITURE & FIXTURES	9,651.96	9,651.96
10-1610-003	FIXED ASSETS - EQUIPMENT	32,076.19	32,076.19
10-1610-004	FIXED ASSETS - INFRASTRUCTURE	26,851.00	26,851.00
10-1610-005	FIXED ASSETS - COMPUTERS	9,539.00	9,539.00
10-1610-006	FIXED ASSETS - COMPUTER SOFTWARE	182,994.00	182,994.00
	Total Assets	<u>12,384,980.81</u>	<u>12,149,509.54</u>

Liabilities & Fund Balance

10-2110-000	ACCOUNTS PAYABLE	0.00	39,644.26
10-2115-000	ACCOUNTS PAYABLE ACCRUAL	387.00	387.00
10-2116-000	CUSTOMER REFUNDS	3,935.67	8,765.30
10-2120-000	BOND DEPOSIT PAYABLE	47,896.25	47,896.25
10-2151-000	FICA TAXES PAYABLE	115.34	0.00
10-2152-000	FEDERAL TAXES PAYABLE	0.00	0.00
10-2153-000	STATE W/H TAXES PAYABLE	305.00	305.00
10-2154-001	NC RETIREMENT PAYABLE	0.00	0.00
10-2155-000	HEALTH INSURANCE PAYABLE	2,017.15	0.00
10-2156-000	LIFE INSURANCE PAYABLE	344.98	0.00
10-2157-000	401K PAYABLE	0.00	0.00
10-2200-000	ENCUMBRANCES	0.00	0.00
10-2210-000	RESERVE FOR ENCUMBRANCES	0.00	0.00
10-2605-000	DEFERRED REVENUES- TAX INTEREST	892.90	1,632.50
10-2610-000	DEFERRED REVENUE SOLID WASTE FEES	7,304.13	24,175.84
10-2610-001	DEFERRED REVENUE SOLID WASTE PY	0.00	0.00
10-2610-002	DEFERRED REVENUE SOLID WASTE N8 PY	51,874.31	51,874.31
10-2620-000	DEFERRED REVENUE - DELQ TAXES	5,892.23	9,149.43
10-2625-000	DEFERRED REVENUE - CURR YR TAX	63,606.81	13,279.34
10-2630-000	DEFERRED REVENUE-NEXT 8	8,677.60	5,019.66
10-2635-000	DEFERRED REVENUE - PREPAID TAXES	0.00	0.00
	Total Liabilities	<u>188,605.07</u>	<u>201,518.89</u>
10-2640-001	FUND BALANCE - UNASSIGNED	6,840,246.67	6,840,246.67

WEDDINGTON  
General Fund  
BALANCE SHEET  
AS OF: 05/31/26

	2026	2025	
10-2640-002	FUND BALANCE - RESERVE WATER/SEWER	0.00	0.00
10-2640-003	FUND BALANCE-ASSIGNED	820,000.00	820,000.00
10-2640-004	FUND BALANCE-INVEST IN FIXED ASSETS	2,774,809.59	2,774,809.59
10-2640-005	CURRENT YEAR EQUITY YTD	1,512,934.39	0.00
	Total	<u>11,947,990.65</u>	<u>10,435,056.26</u>
	Revenue	2,917,370.58	1,054,301.79
	Less Expenses	2,668,985.49	458,632.60
	Net	<u>248,385.09</u>	<u>1,512,934.39</u>
	Total Fund Balance	<u>12,196,375.75</u>	<u>11,947,990.65</u>
	Total Liabilities & Fund Balance	<u>12,384,980.81</u>	<u>12,149,509.54</u>

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

**TO:** Mayor and Town Council  
**FROM:** Kim Woods, Tax Collector  
**DATE:** June 8, 2026  
**SUBJECT:** Tax Report– May 2026

<b>Transactions:</b>	
2014 Insolvents & Bal Adj	(170.74)
Overpayment	\$(23.04)
2022	\$(421.94)
2023	\$(1426.02)
2024	\$(1200.58)
2025	\$(3049.25)
<b>As of May 31, 2026, the following taxes remain Outstanding:</b>	
2015	\$187.26
2016	\$251.29
2017	\$421.72
2018	\$139.46
2019	\$385.80
2020	\$256.10
2021	\$408.89
2022	\$1492.90
2023	\$7,039.37
2024	\$14,023.77
2025	\$65,046.47
2025 Credit Bal	\$(167.73)
<b>Total Outstanding:</b>	<b>\$89,485.30</b>

