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**TOWN OF WEDDINGTON
REGULAR TOWN COUNCIL MEETING
MONDAY, JUNE 9, 2014 – 7:00 P.M.
WEDDINGTON TOWN HALL
1924 WEDDINGTON ROAD
WEDDINGTON, NC 28104
AGENDA**

Prayer – Mayor Bill Deter

1. Open the Meeting
2. Pledge of Allegiance
3. Determination of Quorum
4. Presentations
 - A. Union County Drug Court Foundation – Mr. Mike Hucks and Mr. Nathan Campbell
 - B. Turning Point – Ms. Judi Abbott
5. Public Comments
6. Additions, Deletions and/or Adoption of the Agenda
7. Approval of Minutes
 - A. May 12, 2014 Regular Town Council Meeting Minutes
8. Consent Agenda (Public Hearings to be held July 14, 2014 at 7:00 p.m. at the Weddington Town Hall)
 - A. Call for Public Hearing to Review and Consider – Weddington United Methodist Church Conditional Zoning Application
 - B. Call for Public Hearing to Review and Consider - Text Amendment (Homeowners Association and Street Maintenance - Within Checklist)
 - C. Call for Public Hearing to Review and Consider - Text Amendment (Notification Submitted to Facilities Director of UCPS of all Proposed Major Subdivisions - Within Checklist)
 - D. Consideration of SR-2 Resolution for Eliah Drive and Park Rose Lane in the Sanctuary at Weddington Subdivision
9. Public Hearings and Consideration of Public Hearings
 - A. Public Hearing - Annexation Agreement Between the Town of Weddington, Village of Marvin, City of Charlotte and the Town of Stallings
 - B. Consideration of Annexation Agreement Between the Town of Weddington, Village of Marvin, City of Charlotte and the Town of Stallings
 - C. Public Hearing to Review Text Amendment Proposal – Conservation Subdivision Sideyard
 - D. Consideration of Ordinance for Conservation Subdivision Sideyard Text Amendment
 - E. Public Hearing to Review and Consider Fiscal Year 2014-2015 Budget and to Set the Tax Rate
 - F. Consideration of Budget Ordinance Adopting the Fiscal Year 2014-2015 Budget and to Set the Tax Rate
10. Old Business
11. New Business

- A. Review and Consideration of Amending the Fire Service Agreements with Wesley Chapel VFD and Stallings VFD and Making the Necessary Budget Adjustments as Needed – Councilmember Michael Smith
- B. Review and Consideration of Landscaping Agreements for the Town Hall and Town Medians - Staff
- C. Review and Consideration of Budget Amendment for Fiscal Year 2013-2014 - Staff
- D. Review and Consideration of Proposals and Contract for Weddington Fire Study - Staff
- E. Review and Consideration of Appointment to Public Safety Advisory Committee - Staff

12. Update from Town Planner

13. Update from Town Administrator

14. Public Safety Report

15. Update from Finance Officer and Tax Collector

16. Transportation Report

17. Council Comments

18. Adjournment

Union County Drug Courts





Union County DWI Treatment Court



- Established in October 2010
- Focus on hardcore repeat DWI offenders
- Goals are to increase public safety and decrease recidivism
- Initially funded by a 3 year grant through Bureau of Justice

Eligibility Criteria

- Hardcore repeat DWI offender
- No convictions for violent felonies or trafficking or sale of a controlled substance
- No previous participation in a DWI Court Program
- No substantial mental health problems that prohibit their productive participation in program
- Resident of Union County

Participant Requirements

- Participants must:
 - Attend treatment / community support meetings
 - Comply with probation
 - Attend court on a bi-weekly basis
 - Submit to random searches and drug screens

The Cost Incentive

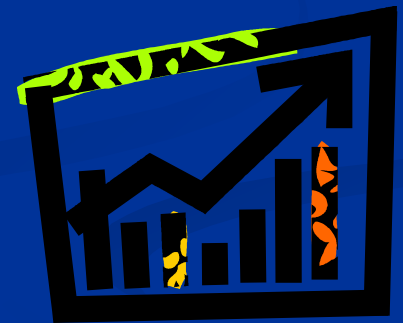
- Nationwide, for every \$1 invested in Drug Court taxpayers **save** up to \$3.36 in avoided criminal justice costs
- The average cost of one year in NC prisons per inmate = \$27,747
- The average cost of one year participation in Union County DWI Treatment Court per participant = \$4,640
- Total possible savings per participant = **\$23,107**

Statistics

- 102 referrals since October 2010 made by client attorneys or sentencing Judge
- 78 admitted to program

17 successful graduates

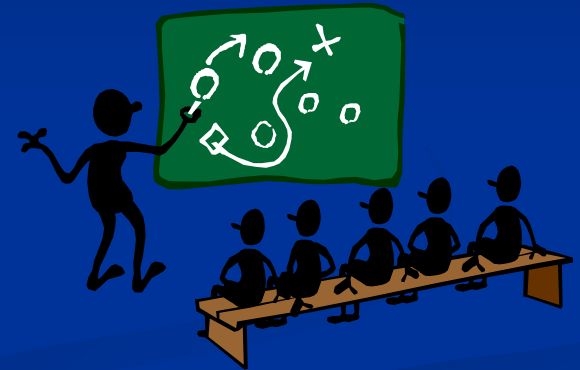
- ALL gainfully employed
 - 1 enrolled in college level courses
 - 1 gained stable housing for first time
 - 1 regained legal custody of children
- Maximum of active participants at one time is 25



Union County DWI
Treatment Court
is a
Team Effort!

Team Members

- Treatment Providers
 - Defense Attorneys
 - District Attorney's Office
 - Jail Services
 - Probation
 - Judges
 - Participants
- All positions are a “time match” or volunteer



Case Reviews



- Participant case reviews take place prior to each court session
- All team members are welcomed to provide information on participant progress or voice concerns
- Team staffings allow for creative sanctions and incentives to be developed

Court Incentives and Sanctions

Incentives

Participants are recognized for progress in the program. Incentives include:

- “A – Team” *
- Transportation Vouchers
- Modification of probation requirements
- Other small rewards as available (gift cards, movie tickets, etc.) *

Sanctions

Participants are held accountable for negative actions. Sanctions include:

- Increased community support meeting attendance
- Increased treatment
- Extended intensive probation
- Jail time

Steps Toward Completion

- Participants must complete 3 phases for a successful completion of the program
- Each phase lasts 120-180 days

Phase I

- Attend substance abuse treatment three times a week for a total of nine hours a week
- Daily contact with Court Coordinator
- Attends community support meetings at least twice a week
- Bi-weekly court reviews
- Obtain a sponsor who will assist and support participant through the recovery process
- A minimum of 30 days drug free to move to next phase

Phase II

- Attend substance abuse treatment twice a week for a total of four hours per week
- Contact Court Coordinator three times per week
- Attend at least three community support meetings per week
- Monthly court reviews
- Noticeable increase in personal accountability by increasing community support and decreasing court and treatment contact

Phase III

- Attend substance abuse treatment aftercare once a week for two hours
- Contact Court Coordinator three times per week
- Attend at least four community support meetings per week
- Monthly court reviews
- Personal accountability continues to increase with decreased treatment and court contacts

A Successful Graduate Has...

- Completed treatment
- Obtained a sponsor
- Up to 360 days of drug and alcohol free time
- Complied with probation
- Worked toward personal goals identified in beginning of the program

A Portrait of a Successful Graduate



Photo courtesy of Rick Crider

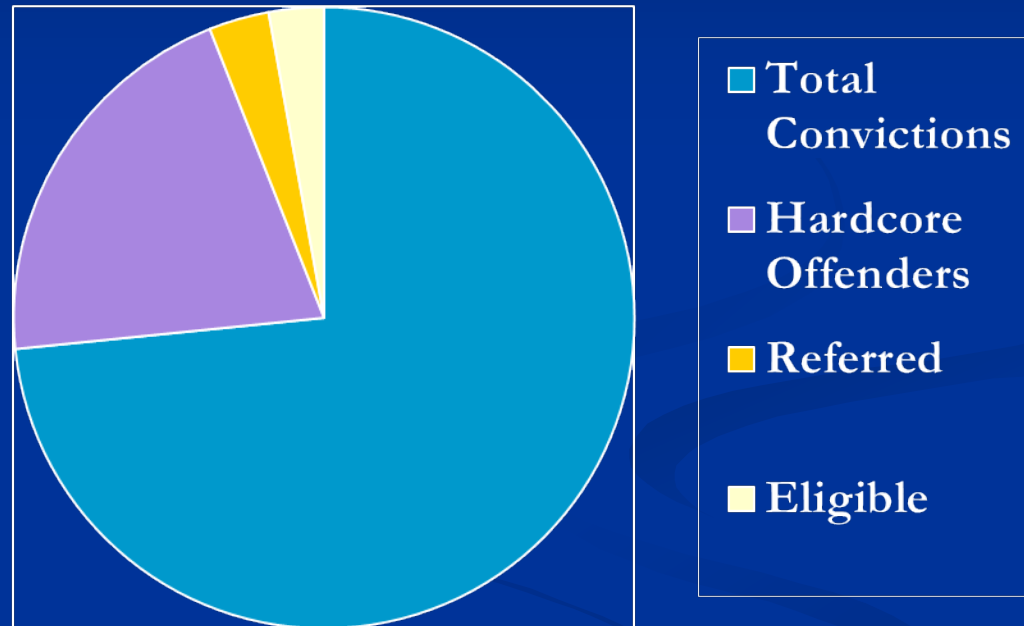
Results in my life...

- “I nearly gave everything up for alcohol. I was just being selfish and today that is not true. Sobriety is for me! Some things are worth more than money.”
- “This program works! It has brought back my family, health, and spirituality.”
- “It is a privilege to be in the DWI Court program. And when thought of in that perspective, it saved my life!
- “I lost both of my parents in one month while in this program. Due to the support of all involved I did not drink or drug. Now to me, that is an accomplishment! Yes, that is me... a success after all!”
- “I have a house, I have a job, I have the love of my family. I have my life back.”

The Scope of the Problem

July 2012 – June 2013

- 538 Total DWI convictions
- 151 Hardcore offenders (Level 1 & 2)
- 23 Referrals
- 21 Eligible



GRADUATION

Upon successful completion of program requirements, participants graduate from the Union County DWI Treatment Court Program. The criteria for graduation include:

Successful completion of all phases of the program.



A minimum of 120 drug and alcohol free days prior to graduation.

Have all program costs paid.

Completion of an exit interview.

Completion of all mandatory jail time.



DISPOSITION OF CHARGES

Although DWI charges cannot be dismissed or expunged, upon successful completion of the DWI Treatment Court Program, the following legal benefits may happen:

- Reduction of supervised probation time
- Placement on unsupervised probation
- Termination of probation
- Other appropriate action by the court.



UNION COUNTY DWI TREATMENT COURT PROGRAM

Union County Judicial Center
400 N. Main St.
Monroe, NC 28112

Union County DWI Treatment Court Program

Helping you become drug
and alcohol free.



Katie Walter
Program Coordinator
704-698-3235

UNION COUNTY DWI TREATMENTCOURT PROGRAM

The Union County DWI Treatment Court Program is voluntary, but staying in and successfully completing the program depends on how well participants deal with the added structure of their life.

The program consists of 3 phases:

Phase 1:

Understanding and Getting Started

- Meet treatment counselor, DWI case coordinator, and probation officer.
- Need a minimum of 30 alcohol/drug free days post treatment in order to move to Phase II.

Phase II:

Staying in recovery and Remaining Drug and Alcohol Free

- Work on areas that support recovery (i.e. housing, education, getting and keeping a job).
- Need a minimum of 90 alcohol/drug free days in order to move to Phase III.

Phase III:

Building Up Recovery

- Learn to deal with day-to-day matters and make personal relapse prevention plan.
- Need a minimum of 120 alcohol/drug free days in order to complete the program.

DWI Treatment Court Team

The following people are members of the DWI Treatment Court team who work with each participant to make sure the wheels keep turning in the right direction:

- Judge
- Defense Attorney
- District Attorney
- DWI Court Coordinator
- Probation Officer
- Treatment Provider



The staff of the DWI Treatment Court Program treats participants with respect and honesty. Likewise, the staff expects the same courtesy from participants.

The Treatment Team will work together to see that participants have the opportunity to improve their life while keeping sobriety. The amount of time participants put into recovery will determine what they get out of it.

Treatment

The alcohol/drug treatment part of the program includes:

- Weekly Treatment Meetings
- Weekly Community Support Meetings (i.e. AA/NA)



- Weekly Drug Testing (including random tests)



- Case Coordinator Meetings
- Probation Officer Meetings
- Court Sessions



♥ Turning Point... love doesn't have to hurt.



Turning Point.... Turning Lives Around

- ♥ Did you know the leading cause of injury to women ages 15-44 is domestic violence?
- ♥ Did you know the most dangerous time for a woman is the day she leaves her abuser?
- ♥ Did you know that 81% of the women completing our programs are living violence-free lives?
- ♥ Did you know that one in four (1 in 4) families in Union County is affected by domestic violence? - 2004 Urban Institute Study
- ♥ Did you know you can change a life? It starts with supporting Turning Point....

What does Turning Point do?

- ♥ We provide a safe haven with our shelter for women and children.
- ♥ We empower families by giving them the tools to live independent, violence-free lives.
- ♥ We transform the community by helping teens and children break cycles of family violence.

♥ Want to help?

Be a **mentor....**
Volunteer in the **shelter....**
Work in our **thrift stores....**
Provide **child care....**
Make a **donation....**

You can save a life.

Share this with a friend. Get involved. Call today **704-283-9150**

♥ Need help?

Does your partner tell you no one else would want you?

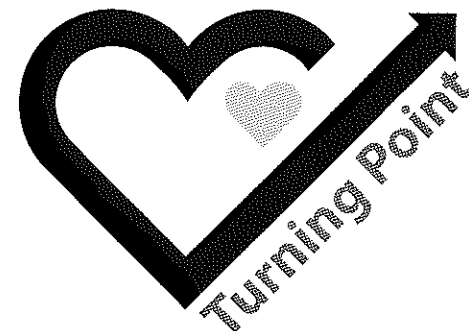
Does your partner try to keep you from seeing family and friends alone?

Do you often feel trapped or scared?

Turning Point can help.

Call our Hotline at **704-283-7233**

Love doesn't have to hurt.



www.turntoday.net

*This project was supported by the Office for Victims of Crime, U.S. Department of Justice. Turning Point, Inc. is solely responsible for the content.

LIVE UNITED
United Way
United Way
of Central Carolinas



Turning Point... el amor no tiene que doler.

Turning Point... Cambiando Vidas

¿Sabía usted que la causa principal de lesiones a mujeres entre las edades de 15-44 es la violencia doméstica?

¿Sabía usted que el momento de más peligro para una mujer es el día en que ella deja a su abusador?

¿Sabía usted que el 81% de las mujeres que terminan nuestros programas están viviendo vidas sin violencia?

¿Sabía usted que una de cada (1 de 4) familias en el Condado Unión es afectada por la violencia doméstica? - *Estudio por el Instituto Urbano (2004)*

¿Sabía usted que puede cambiar una vida? Comienza con el apoyo a Turning Point...

¿Qué es lo que hace Turning Point?

- ▶ Nosotros proveemos un lugar seguro con nuestro refugio para mujeres y niños.
- ▶ Nosotros fortalecemos familias al darles las herramientas para vivir vidas independientes y sin violencia.
- ▶ Nosotros transformamos a la comunidad al ayudar a adolescentes y niños a romper los ciclos de violencia familiar.

www.turntoday.net

¿Quiere ayudar?

Sea un **guía**....
Voluntario en el **refugio**....
Trabaje en nuestras **tiendas de segunda mano**....
Provea **cuidado de niños**....
Haga una **donación**....

Usted puede salvar una vida.

Comparta con un amigo/a. Involúcrese. Llame hoy al **704-283-9150**

¿Necesita Ayuda?

¿Le dice su pareja que nadie mas le va a querer?
¿Trata su pareja de evitar que usted vea a su familia y amistades a solas?
¿Se siente usted atrapada o atemorizada amenudo?

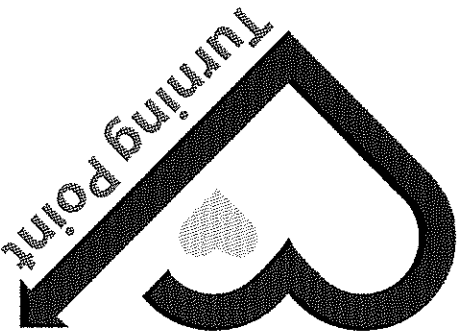
Turning Point puede ayudar.

Llame a nuestra línea de ayuda: **704-283-7233**

*Este proyecto fue patrocinado por la Oficina para Víctimas del Crimen, Departamento de Justicia de los Estados Unidos (Office for Victims of Crime, U.S. Department of Justice). Turning Point, Inc. es exclusivamente responsable por su contenido.



El amor no tiene que doler.



Love Doesn't Have to Hurt



May 6, 2013

Town of Weddington
1924 Weddington Road
Weddington, NC 28104

Dear Mayor Deter and Council Members,

During the past year Turning Point, served 319 victims, received 199 crisis calls; provided 4,923 bed nights, 267,180 meals, 738 hours of counseling and 2,066 hours of court advocacy and legal services. We do this all without charging our clients anything. 83% of the women completing our programs one year ago are now living violence free and are productive members of the community. In 2014-2015 we will continue to provide the same quality and level of services and we anticipate serving approximately the same number of people.

We believe that love doesn't have to hurt.

As Union County's only domestic violence shelter, Turning Point also serves as a community link for other agencies serving victims of domestic abuse. Police answering domestic violence calls often refer or bring victims to our doors; clergy, school officials and the Department of Social Services also depend on Turning Point to serve their customers. The need is there. In 2013, Union County police departments answered more than 1,500 domestic violence calls and the Sheriff's department served more than 800 restraining orders.

Town support is important in two ways: First, you help make it possible for us to provide families in crisis with a warm bed, daily meals and snacks, clothing, toiletries, and basic essentials. Secondly, you help strengthen our community by giving families the chance to build more stable, productive lives. Domestic violence often divides and isolates families making it very difficult for them to help themselves. As Union county's only shelter for victims of domestic violence, we are often the only support system for a family trying to break free and start over.

At this time, Turning Point is making a funding request of \$1,000.00 from the Town of Weddington. It costs \$10.00 per day to feed a small child in the shelter 3 meals and 3 snacks. Your \$1,000.00 donation will feed a child for 100 days.

Turning Point is committed to breaking the cycle of domestic violence. We thank you in advance for being our partner in building better, brighter futures for the families breaking free of abuse.

Sincerely yours,

Judi Abbott
Co-Interim Executive Director
Judi@turntoday.net

PO Box 952 / Monroe, NC 28111 / 704.283.7233 crisis hotline / 704.283.9150 office / 704.225.8857 fax
www.turntoday.net

**TOWN OF WEDDINGTON
REGULAR TOWN COUNCIL MEETING
MONDAY, MAY 12, 2014 - 7:00 P.M.
MINUTES**

The Town Council of the Town of Weddington, North Carolina, met in a Regular Session at the Weddington Town Hall, 1924 Weddington Road, Weddington, NC 28104 on May 12, 2014, with Mayor Bill Deter presiding.

Present: Mayor Bill Deter, Mayor Pro Tem Don Titherington, Councilmembers Michael Smith, Pamela Hadley and Barbara Harrison, Attorney DeWitt McCarley, Finance Officer Leslie Gaylord, Town Planner Julian Burton and Town Administrator Amy McCollum

Absent: None

Visitors: Jim Katsounas, Jim Lineberger, Bill Price, Mike Crates, Locke Stuart, Jean Stuart, Chris Duggan, Dan Mays, Jane Duckwall, Jack Parks, Mike R., Scott Robinson, Charles Rohland, Elton Hardy, Eric Anderson, Hy Nguyen and Bob Lockerman.

Mayor Bill Deter offered the Invocation prior to the opening of the meeting.

Item No. 1. Open the Meeting. Mayor Deter called the May 12, 2014 Regular Town Council Meeting to order at 7:00 p.m.

Item No. 2. Pledge of Allegiance. Mayor Deter led in the Pledge of Allegiance.

Item No. 3. Determination of Quorum. There was a quorum.

Item No. 4. Public Comments. Mr. Chris Duggan – I am here tonight to thank this Council for their future indulgence and open minds going forward with the water tower issue. I understand that there are several hurdles to overcome and a lot of it is communication. I think there has to be some parameters that we need to discuss to have a apples to apples comparison. Thinking about what the numbers were from the County the last time I hate for this Council to be surprised with numbers without knowing what it is and having little time to react. I want to keep the conversation moving so you all can have the ability to make a decision based on the numbers. I want to thank the developer on the project behind me for changing the entrance and exit. I want to thank them for the additional swell that is going to be behind Weddington Woods. I am offering my services on the water tower. I know I do not need to be a distraction going forward so I am happy to fade into the distance but I am offering my services. Get a meeting as soon as you can with Commissioner Helms.

Mr. Eric Anderson – I live at the Hunter Farm. Highgate has just noticed a bunch of coyotes on their property. It is not just Highgate we lost one calf to coyotes and we are missing a pet. The problem is only going to get worse. We request that the Town Council talk to Animal Control and the North Carolina Wildlife Service because there is nothing that any one person can do. A coyote who is desperate enough to take down a 100 pound calf is desperate because it does not have enough food and it would be desperate enough to attack people or their pets.

Bob Lockerman – What I am speaking about is nothing new. I just hope to present some information I have gathered from several sources and relay to you the concerns of the people of Antioch Woods, where I live, but also the concerns of other Weddington residents that I have spoken with over the past several months. I want to make certain that I speak not accusing anyone of anything but just making you aware of what the residents of the Town that you lead are concerned about. We are worried for existing residents of Weddington. We believe there are not adequate resources to continue the pace of current growth. I define adequate resources as roads, schools and water. Unfortunately, the Town can only affect the permitting of homes. The County handles

schools and water and the State handles the roads. According to the Charlotte Observer on May 7, 2014 - 1,718 permits were issued for new single family homes in Union County in 2013. Of that 144 were issued in Weddington. Thirty six more were added so far this year in Weddington. This brings total permits in Weddington for approved single family lots to 824 as of March 31 – according to the article who referenced our Town Planner Julian Burton. Yesterday, I drove around Weddington and searched the Internet looking for where these lots were being developed. Let me list by name the developments that are either selling homes or have signs announcing homes are coming. It may surprise you - it did me. In no particular order: Skycroft, Devonridge, Weddington Trace, Atherton Estates, Lake Forest Preserve, Rose Hill, Stratford Hall, Highgate, Arbor Oaks, Bromley, Hadley Park, Vintage Creek, Potter Creek, Part of Longview, Highclere, The Meadows and Beulah Acres. There are developments on Rea Road but I do not know if they are Weddington or not. Regardless, I state this because I had no idea that there was so much building currently going on in our Town. Also, I bring this up because some will say that approved lots may not be built on but it would appear that many of these 824 lots are being developed and when they are that will add either 2,500 or 3,300 more residents depending upon three or four per household. That means we grow 25 to 30 percent on what has already been approved to be built.

Again I state this as a mere fact...All communities face growth but Western Union County including Weddington are ill prepared to handle it based again on resources that we have available.

Mr. Lockerman due to time running out was not able to finish his comments so the following comments were provided in writing:

The Observer Article I cited previously also quotes Union County Transportation Planner Joseph Lesch. When asked what was funded for road improvements, he stated, “The funding was approved for Monroe Road from Matthews to Wesley Chapel Stouts Road.” No real impact for Weddington here. He also stated that the planned Rea Road Extension will help alleviate problems and that the widening of Providence Road to New Town Road will probably emerge as a priority. This is not encouraging. I do not believe the final route of Rea Road Extension is complete and when it is it will just dump traffic onto an already small congested roadway and when you are talking about probably emerging as a priority... then I am thinking five years minimum to start the project. At least Providence Road as it exists does provide our residents with a good north and south connector – albeit congested. No such connector exists for east and west. Highway 84 is the primary road and it is the best option in terms of the road surface and it is straighter than other options. However, it is single lane and the High School is located on this road. The other east/west options are farm paths that have been covered with asphalt and if you drive on New Town, Beulah Church and especially Antioch Church Road you know what I speak of. In that order are the conditions of the roads. All narrow with no shoulders and deteriorating surfaces. Antioch Church Road has many areas where on edge the pavement is missing completely. So I state to you that the road resource is inadequate for growth and unfortunately this Council is helpless to do anything. In terms of schools: All the builders tout the award winning Weddington School District and why not - it is why we moved here eleven years ago as well as several of our neighbors and maybe you yourselves. Mr. Mayor - on our Weddington home page you penned a nice letter stating the Town’s efforts to work with the school board during redistricting. I commend you all on the fact that the majority of Weddington residents were able to stay in Weddington schools and I encourage you to continue to have dialogue because based on the lack of funding for new schools as presented at Union County School Board meetings earlier this year this will not be the last. Even with your efforts some Weddington residents were forced into the Sun Valley District and this is a shame.

Mr. Mayor you also state in the letter that the ordinances unique to our Town do not preclude other municipalities from having high density permitting regulations and this is a huge problem; however, unless school leaders announce additional schools our own Town alone will outgrow the Weddington Cluster based on buildable land in our Town. If you look at where the current developments are going on all but two will be in the Weddington Cluster and this will add many hundreds of students to the cluster. This is without approving a single new development. In addition the large Hollister Subdivision not in Weddington proper will add kids as will developments up near the Mecklenburg County Line. The Franklin Meadows Subdivision in Stallings just hung a sign that states homesites now available in Union County - Award Winning Union County Schools. So I state that the schools are an inadequate resource for growth and again you are helpless to do anything to build

additional schools. Finally the water - at Town Council Meetings last summer and fall regarding the water tank location several residents from Rose Hill and Stratford Hall spoke of having almost no water at times and the fire department reported that many fire hydrants were dangerously low on water pressure in the western part of Weddington. This is a public safety issue. The solution of course is the water tower or underground tank which has not been resolved. But more homes will continue to tie into the existing inadequate system. I understand and agree with the argument of putting the water tank below ground. But regardless no tank has been added and water pressure will continue to worsen. So again I state the water resource is inadequate for growth and until the tanks are added there is nothing the Town can do about it. But there is one action that I believe you should strongly consider and seek to implement and I believe you will need Mr. Fox's legal advice on this. Based upon the lack of roads, schools and water the Council should act to defer or put a moratorium on permitting any new developments until such time that these basic resources are satisfied. Based upon the recent primary election results and unrest from the redistricting it would appear there will be new leadership this Fall at the Union County School Board and County Commission. It would seem almost a certainty that schools will be addressed as this is the platform that so many are running on. In addition it is likely that by late Fall the water issue may have a plan for completion. Does it not make sense to let the new Union County leaders announce their plans for schools and to have a final plan in place for water before more homes are permitted? In conclusion, I liken our situation if you will to an aquarium. You take an existing aquarium with a good ecosystem and you add thirty or maybe 50 percent more fish but you provide no extra food, no additional space and no additional oxygen - the entire aquatic community suffers. You add people but no roads, schools and water and your Weddington residents suffer. I encourage you to protect your current residents. Keep their kids in the Weddington cluster, keep them safe on the roads and provide them with adequate water. For all these reasons please pursue a legal means to stop any new permits from being approved in our Town for a period of time.

"Weddington was no stranger to this new growth, but something was different here, the residents were proud of their rural atmosphere and "down home" feel. The leaders of the community wanted to ensure the things which made Weddington unique were preserved for the future, and with the prospect of possible annexation by the City of Charlotte looming, local residents took action. The process of petitioning the NC General Assembly for official incorporation began in earnest."

Much has changed about Weddington since 1983, but one thing remains certain, our Town remains committed to keeping the spirit and character of Weddington alive for those who are here now, and for those who come after us. I'm certain that Reuben Boswell and his grandson would be proud.

Item No. 5. Additions, Deletions and/or Adoption of the Agenda. Councilwoman Pamela Hadley moved to delete Item I. under New Business. Councilwoman Hadley moved to adopt the agenda with the one amendment. All were in favor, with votes recorded as follows:

AYES: Councilmembers Harrison, Hadley, Smith and Mayor Pro Tem Titherington
NAYS: None

Item No. 6. Approval of Minutes.

A. April 14, 2014 Regular Town Council Meeting Minutes. Councilwoman Barbara Harrison moved to approve the April 14, 2014 Regular Town Council Meeting minutes. All were in favor, with votes recorded as follows:

AYES: Councilmembers Harrison, Hadley, Smith and Mayor Pro Tem Titherington
NAYS: None

Item No. 7. Consent Agenda (Public Hearings to be held June 9, 2014 at 7:00 p.m. at the Weddington Town Hall).

A. Call for Public Hearing to Review and Consider Annexation Agreement between the Town of Weddington, Village of Marvin, City of Charlotte and the Town of Stallings. The Town Council received a

copy of the proposed Annexation Agreement. Mayor Pro Tem Don Titherington moved to call for a public hearing to review and consider an Annexation Agreement between the Town of Weddington, Village of Marvin, City of Charlotte and the Town of Stallings. The public hearing is to be held June 9, 2014 at 7:00 p.m. at the Weddington Town Hall. All were in favor, with votes recorded as follows:

AYES: Councilmembers Harrison, Hadley, Smith and Mayor Pro Tem Titherington
NAYS: None

B. Call for Public Hearing to Review and Consider a Text Amendment Proposal – Conservation Subdivision Sideyard. The Town Council received a copy of the proposed text amendment. Mayor Pro Tem Titherington moved to call for a public hearing to review and consider the conservation subdivision sideyard text amendment. The public hearing is to be held June 9, 2014 at 7:00 p.m. at the Weddington Town Hall. All were in favor, with votes recorded as follows:

AYES: Councilmembers Harrison, Hadley, Smith and Mayor Pro Tem Titherington
NAYS: None

C. Consideration of 2014 National Day of Prayer Proclamation. Mayor Pro Tem Titherington moved to approve the 2014 National Day of Prayer Proclamation:

**TOWN OF WEDDINGTON
NATIONAL DAY OF PRAYER 2014
P-2014-04**

WHEREAS, because of the faith of our many founding fathers, public prayer and national days of prayer have a longstanding and significant history in American tradition; and

WHEREAS, since the first call to prayer in 1775, when the Continental Congress asked colonies to pray for wisdom in forming a nation, the call to prayer has continued through our history; and

WHEREAS, in 1988 legislation adopting the first Thursday in May of each year as National Day of Prayer was passed unanimously by both Houses of Congress and signed by President Ronald Reagan; and

WHEREAS, the National Day of Prayer belongs to all Americans and it is a day that transcends differences, bringing together citizens from all backgrounds and all faiths to join in united prayer to acknowledge our dependence on God, to give thanks for blessings received, to request healing for wounds endured, and to ask God to guide our leaders and bring wholeness to the United States and her citizens; and

WHEREAS, the 63rd Annual National Day of Prayer will take place on Thursday, May 1, 2014 where millions will unite in prayer at thousands of events from coast to coast; and

WHEREAS, the theme for 2014 is ONE VOICE, UNITED IN PRAYER, emphasizing the need for individuals to place their faith in the unfailing character of their Creator, who is sovereign over all governments, authorities and men, and was inspired by Romans 15:6: *“So that with one mind and one voice you may glorify the God and Father of our Lord Jesus Christ”*; and

WHEREAS, it is fitting and proper to give thanks to God by observing a day of prayer in the Town of Weddington when all may acknowledge our blessings and express gratitude for them, while recognizing the need for strengthening religious and moral values in our State and Nation.

NOW, THEREFORE, the Mayor and Town Council of Weddington does hereby proclaim May 1, 2014 to be designated as **“A DAY OF PRAYER IN WEDDINGTON”** and encourages the citizens of Weddington to observe ways appropriate to its importance and significance.

Adopted this the 12th day of May, 2014.

All were in favor, with votes recorded as follows:

AYES: Councilmembers Harrison, Hadley, Smith and Mayor Pro Tem Titherington
NAYS: None

D. Consideration of 2014 National Police Week Proclamation. Mayor Pro Tem Titherington moved to approve the 2014 National Police Week Proclamation:

**TOWN OF WEDDINGTON
PROCLAMATION
NATIONAL POLICE WEEK 2014
P-2014-05**

WHEREAS, there are approximately 900,000 law enforcement officers serving in communities across the United States, including the dedicated members of all Union County Law Enforcement Agencies;

WHEREAS, nearly 60,000 assaults against law enforcement officers are reported each year, resulting in approximately 16,000 injuries;

WHEREAS, since the first recorded death in 1791, almost 20,000 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty, including three members, one each from Monroe, Wingate and Waxhaw;

WHEREAS, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, D.C.;

WHEREAS, 286 new names of fallen heroes are being added to the National Law Enforcement Officers Memorial this spring, including 100 officers killed in 2013 and 186 officers killed in previous years;

WHEREAS, the service and sacrifice of all officers killed in the line of duty will be honored during the National Law Enforcement Officers Memorial Fund's 26th Annual Candlelight Vigil on the evening of May 13, 2014;

WHEREAS, the Candlelight Vigil is part of National Police Week, which takes place this year on May 11-17.

NOW, THEREFORE, the Mayor and Town Council of the Town of Weddington, do hereby proclaim May 11-17, 2014 as

“NATIONAL POLICE WEEK”

and call upon all citizens in the Town of Weddington and upon all patriotic, civic and educational organizations to observe the week of May 11-17, 2014 as “National Police Week” with appropriate ceremonies and observances in which all of our people may join in commemorating law enforcement officers, past and present, who, by their faithful and loyal devotion to their responsibilities, have rendered a dedicated service to their communities and, in so doing, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

NOW, THEREFORE, the Mayor and Town Council of the Town of Weddington do further call upon all citizens in the Town of Weddington to observe May 15, 2014 as “Peace Officers Memorial Day” in honor of

those law enforcement officers who, through their courageous deeds, have made the ultimate sacrifice in service to their community or have become disabled in the performance of duty, and let us recognize and pay respect to the survivors of our fallen heroes.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the Town of Weddington to be affixed this the 12th day of May, 2014.

All were in favor, with votes recorded as follows:

AYES: Councilmembers Harrison, Hadley, Smith and Mayor Pro Tem Titherington
NAYS: None

E. Consideration of Contract to Audit Accounts – Tinsley and Terry. The Town Council received a copy of the Contract to Audit Accounts from Tinsley and Terry. Mayor Pro Tem Titherington moved to approve the contract with Tinsley and Terry to audit the Town's accounts. All were in favor, with votes recorded as follows:

AYES: Councilmembers Harrison, Hadley, Smith and Mayor Pro Tem Titherington
NAYS: None

Item No. 8. Old Business. There was no Old Business.

Item No. 9. New Business.

A. Review and Consideration of the Preliminary Plat for the Bard Property. The Town Council received the following memo from Town Planner Julian Burton:

Carolina Renovated Properties, LLC submits a subdivision preliminary plat application for a 15 lot Conventional Subdivision on 22.06 acres located on Hemby Road.

The Town Council deferred the original Bard Property preliminary plat application on March 10th, 2014, citing concerns about the location of the subdivision entrance. In response to the concerns, the applicant reconfigured the subdivision design. On April 14th, 2014, the Town Council recommended that the revised plan be reviewed by the Planning Board. The Planning Board recommended approval with conditions on April 28th, 2014.

Application Information:

Subdivision Name: Bard Property

Date of Application: January 21, 2014

Applicant/Owner/Developer Name: Carolina Renovated Properties, LLC

Parcel ID#: 06-147-004 (7.06 acres), 06-147-004B (11.23 acres) and 06-123-127A (3.78 acres)

Property Location: Hemby Road, between Weddington Woods subdivision and the Bromley subdivision

Existing Zoning: RCD

Proposed Zoning: RCD

Existing Land Use: Residential Conservation

Existing Use: Vacant Land

Proposed Use: Single Family Residential Subdivision

Parcel Size: 22.06 acres

Project Information:

The Bard Property Subdivision is a proposed 15 lot subdivision on 22.06 acres comprised of three parcels. The subdivision is located on and accessed by Hemby Road and is being developed by Carolina Renovated Properties, LLC as a conventional subdivision.

A conventional subdivision is permitted by right in the RCD zoning district per the *Weddington Zoning Ordinance*. A conventional subdivision requires a minimum of 40,000 square foot lots with a minimum of 10%

open space.

Background Information:

- Public Involvement Meetings were held on Tuesday, February 18, 2014 on-site from 12:00pm-2:00pm and Monday, February 24, 2014 at Town Hall from 4:30-6:30pm.
- The Zoning Administrator approved the Sketch Plan on December 9, 2013.

Preliminary Plat Information:

- The minimum lot size is 40,000 square feet. The smallest lots proposed are lots 13, 14, and 15 at 40,100 square feet.
- The applicant is required 10% or 2.16 acres of open space after dedicating .50 acres of right-of-way to NCDOT. The applicant has provided 16.00% or 3.45 acres of open space.
- The open space is listed as “lots” 18-21 on the site plan.
- The applicant has also provided a 50 foot required thoroughfare buffer along Hemby Road. This buffer is not included in the open space calculations.

RCD Minimum Yard Regulations:

- Front Yard Setback—50 feet
- Rear Yard Setback—40 feet
- Side Yard Setbacks—15 feet
- Lot Width—120 feet as measured at the front yard setback
- Applicant has met all required setbacks per the *Weddington Zoning Ordinance*.

Additional Information:

- The Sketch Plan has been approved by the Zoning Administrator. Following approval of the Preliminary Plat, the applicant will have two years to apply for the Final Plat. The Final Plat can be submitted in multiple phases.
- The Bard Property is to be served by Union County Public Water and Sewer.
- There is an existing stream and wetlands towards the rear of the site. The applicant has provided a 100 foot stream buffer and has also stated that the wetlands will remain. The pond at the rear of the site will not remain.
- The applicant shows two new fire hydrants along the main road (Whistlerway Circle).
- The applicant will dedicate 25 feet of right-of-way along Hemby Road in accordance with the LARTP and MUMPO Thoroughfare Plan. There will also be a 50 foot thoroughfare buffer along Hemby Road in accordance with the *Weddington Subdivision and Zoning Ordinances*.

The Bard Property Conventional Subdivision Preliminary Plat has been found to be in general compliance with the Town of Weddington Zoning and Subdivision Ordinances with the following conditions:

1. Development subject to review and approval/permitting of construction documents, driveways permit(s), etc. by NCDOT;
2. Development subject to review and approval of construction documents by Town’s Engineering Consultant, US Infrastructure;
3. Development subject to review and approval/permitting of construction documents by Union County Public Works;
4. Development subject to review/approval from the North Carolina Department of Natural Resources (NCDENR) for all erosion and sedimentation control plans.
5. Road names to be approved by Union County E911;
6. Plans for subdivision entry monument to be approved by the Planning Board

The Town Council also received the following information:

- Cover Sheet
- Site Plan

- Application
- Aerial Map

Councilwoman Hadley - Subject to review and approval by NCDOT - I know that we are working on new standards to be set hopefully to higher standards. I was wondering how that would play into this particular project. Do the standards we are discussing have the possibility of affecting this project?

Town Planner Burton – Our approval of this would be today. It would be grandfathered as it is.

Mayor Deter questioned a road in the subdivision and whether it had enough homes off of it to be accepted for maintenance by NCDOT.

The applicant advised that there are five lots there and a minimum of four driveways will access that road. He stated, “That was one of the comments that the Planning Board brought to our attention. That note is on the cover sheet and site plan.”

Mayor Pro Tem Titherington - The swell on Lots 3 and 4 - I did not see the documents showing that.

Applicant – It is on the grading plan. There is a swell that starts here and goes to this property line to divert the water to the low end.

Councilmember Michael Smith moved to approve the Preliminary Plat for the Bard Subdivision with the conditions noted. All were in favor, with votes recorded as follows:

AYES:	Councilmembers Harrison, Hadley, Smith and Mayor Pro Tem Titherington
NAYS:	None

B. Review and Consideration of Modification from the Subdivision Ordinance – Gruhns Tract. The Town Council received the following memo from Town Planner Burton:

Town Administrator Amy McCollum swore in the following individuals wishing to give testimony: Julian Burton, Jim Lineberger and Hy Nguyen.

Jim Lineberger has requested a modification from the subdivision ordinance to create a culs-de-sac in excess of 600 ft, as shown in the schematic site plan provided in your packet. Shagbark Ln. already exists as a 600 ft. culs-de-sac, and the request is to extend the culs-de-sac past its current length. If approved, the extended culs-de-sac will likely be used to access a future major subdivision.

“The Town Council may authorize a modification from the Subdivision Ordinance when, in its opinion, undue hardship may result from strict compliance with these regulations. Such a modification shall be granted only to the extent that it is absolutely necessary and not to an extent, which would violate the intent of this ordinance.” (Sec. 46-15) Modifications specific to culs-de-sacs are referenced in Sec. 46-76.g.1, which states, “permanent dead-end streets shall not exceed 600 feet in length in conventional subdivisions unless necessitated by topography or property accessibility and if the town grants a modification per Section 46-15.”

Application Information:

Subdivision Name: N/A

Date of Application: April 22nd, 2014

Applicant/Owner/Developer Name: Jim Lineberger/William Bryant & Kathryn Gruhn

Parcel ID#: 06147020G, 06147019, 06147005

Property Location: Hemby Road

Existing Zoning: R-40

Findings of Fact:

The Town Council will use the following five findings of fact when granting or denying the modification from the subdivision ordinance. The applicant has responded to all five findings of fact within their application. Those responses are also copied below in quotation marks.

- a. That there are special circumstances or conditions affecting said property such that the strict application of the provisions of this ordinance would deprive the applicant of reasonable use of his land:
“If the street was required to be extended to connect with Stirrup Ct., the new street would be +/- 1.4 times the proposed extension length with a loss of +/- 3 proposed lots, and a loss of the existing house. Street connection would require +/- 46’ of additional grade change, double the asphalt and crossing an existing draining swale that could require a bridge.”
- b. That the modification is necessary for the preservation and enjoyment of a substantial property right of the petitioner.
“Without consideration for the modification, development of this site for R-40 use is economically unviable.”
- c. That the circumstances giving rise to the need for the modification are peculiar to the parcel and are not generally characteristic of other parcels in the jurisdiction of this ordinance.
“Existing access point is off an existing culs-de-sac. Other adjacent tracts are already subdivided.”
- d. That the granting of the modification will not be detrimental to the public health, safety and welfare or injurious to other property in the territory in which said property is situated.
“Proposed modification is compatible and in character with adjacent area which already contains other longer culs-de-sacs. Access to this tract will remain at existing entry point. Existing traffic patterns will remain unaltered.
- e. That the modification will not vary the provisions of the Town of Weddington Subdivision Ordinance applicable to the property.
“The proposed new portion of culs-de-sac street extension is less than the 600’ length in the subdivision ordinance.”

Town Council Action:

Approve Modification/Approve with Conditions/Deny

The Town Council also received the following information:

- Modification Application Packet
- Schematic Site Plan

Mr. Jim Lineberger – The reason that we need the modification is based on a few issues with the property. We would like to extend this cul-de-sac out 515 feet from the existing 615 foot cul-de-sac. It is in character with the surrounding Weddington Manor cul-de-sac which is over 900 feet and Stirrup Court is over 2,000 feet. We think this would create less asphalt if we had to do any type of connector road into Stirrup Court and if you notice on the plan there is a significant drop in elevation.

Mr. Hy Nguyen – If you look at the proposed cul-de-sac the elevation is around 682 feet and if you look towards the beginning of Lot 11 towards Stirrup Court that elevation is 640 feet. That is roughly 42 feet.

Mr. Lineberger – There is a 4,500 square foot house that would have to be taken down to extend that cul-de-sac as well.

Mayor Pro Tem Titherington – As you are looking at putting this in you would need to look at drainage because all that property heads down stream and hits houses that are on Stirrup Court and heads down to the lake. Have you thought through the drainage and how to do that when putting in the road?

Mr. Nguyen – We are at the very schematic phase and Jim is looking at getting a variance first for this cul-de-sac length before we go into any further discussions. We have not done detail design yet but we know there is a draw right there.

Mr. Lineberger – We are going to keep the existing house and incorporate into the subdivision.

Mayor Deter – Instead of having a cul-de-sac if they ran the road straight through to Stirrup Court then they would have to take out the house.

Mr. Lineberger – Correct.

Mayor Deter – You are asking for an extension to have a cul-de-sac that is 1,100 feet.

Mr. Lineberger – The existing cul-de-sac is 615 feet and we are adding 500 feet.

Mayor Deter – The ordinance is 600 feet.

Mr. Lineberger – We are going over the existing.

Mayor Pro Tem Titherington – My biggest concern and granted might be early because we have not done the study but I am not aware of a culvert on Stirrup Court and you have existing houses there and with that kind of drop how will you make sure that when you put that in if there is any runoff that it is captured and does not create any problem for the folks that are there.

Mr. Nguyen –The Town does not have detention requirements for 40,000 square foot residential. We would need to get a water quality permit from the State. That would be the process we would have to go through. The stormwater would be handled at that time.

Mayor Deter – Is Shagbark Lane a NCDOT approved road in the Town? I do not want a situation where we have a road that is not DOT approved and then you extend it 600 feet to NCDOT standards.

Mr. Nguyen – We can confirm with NCDOT whether it is maintained by NCDOT.

Mayor Pro Tem Titherington – It is not on the list. You would be in a situation of taking a private road and extending it.

Mayor Deter – My concern is NCDOT accepting this extended cul-de-sac if the first 600 feet of it does not meet NCDOT standards.

Councilwoman Hadley – It probably is not an issue because there is not enough driveway cuts because it does not qualify but with the extension it would probably qualify then they would have the required amount.

Mayor Pro Tem Titherington – But is the 600 feet built to NCDOT standards?

Councilwoman Hadley – Would it be up to the developer to bring it up to code?

Mr. Lineberger – Right now all we are wanting to know is if you would approve the extension then we could look into NCDOT requirements.

Mayor Deter – I would not want to approve the extension until I know that this will be a road accepted by NCDOT. I don't want to slow you down but that is an issue that has to be addressed.

Town Planner Burton – The burden would be on them if it is private road then they would be in charge of maintaining it.

Mayor Pro Tem Titherington – But you have existing homeowners that are part of that development on that street. You have other folks that use that as their entrance to their house.

Town Planner Burton – Unless they were all brought in under the same HOA. Another way to look at it is – we are talking about in theory if we are going to approve an extension off the cul-de-sac. Maintenance of that cul-de-sac and whether that subdivision gets built at all is a completely separate issue. Maybe the subdivision does not get built if there is an issue with the road. The road does not exist just because we approve the extension.

Mr. Lineberger – I understand your concerns but we still have to go through site plan approval after this.

Mayor Deter – Will that be covered through the Planning Board when they come back? Right now they are just requesting approval to get an extension.

Town Planner Burton – Site plan, stormwater review and the maintenance plan and all that would be taken care of in the site plan and addressed by the Planning Board.

Councilwoman Hadley – There is a reason that having a 600 foot cul-de-sac is in the ordinance. Are there negative consequences of increasing it?

Town Planner Burton – I think the main concern was connectivity and you don't want tons of cul-de-sacs.

Mayor Deter – I think it is public safety as well. If you have a fire at the end of 1,100 foot cul-de-sac and that is the only way you can get there and the tree falls across the road.

Councilwoman Hadley – If it is a hardship to connect, then they have met that.

Councilwoman Hadley moved to approve the modification from the Subdivision Ordinance for the Gruhns Tract. All were in favor, with votes recorded as follows:

AYES:	Councilmembers Harrison, Hadley, Smith and Mayor Pro Tem Titherington
NAYS:	None

C. Review and Consideration of Updating the Schedule of Fees. The Town Council received the following memo from Town Administrator Amy McCollum:

Please find attached proposed amendments to the Town's Schedule of Fees. A complete review of the Schedule of Fees has not been done over the last 10 years - only small amendments have been approved as needed. Planning Board Chairman Dorine Sharp reviewed our fees against other towns in Union County and in North Carolina. A lot of the fees have increased since there has not been an overall increase in several years and there have been a few items added based on recommendations from the Town Planner and Chair of the Planning Board.

The Town Council received a copy of the proposed Schedule of Fees and Town Administrator McCollum shared with the Council a letter she received from the pastor at First Baptist of Weddington regarding his concerns with one of the fees.

Mayor Pro Tem Titherington moved to approve the updated Schedule of Fees. All were in favor, with votes recorded as follows:

AYES:	Councilmembers Harrison, Hadley, Smith and Mayor Pro Tem Titherington
NAYS:	None

D. Review and Consideration of Proposal for Consultation Regarding Streets and Stormwater Policies.

The Town Council received the following memo from Town Administrator McCollum and a copy of the Proposal for Professional Engineering Services – Consultation Regarding Streets and Stormwater Policies:

Please find attached a proposal from US Infrastructure that I requested. There are three different tasks that you could pick and choose which ones you would like to pursue, if any.

Task 1: USI will review the Subdivision Ordinance with regards to bonding requirements for future roads and make recommendations on any revisions - \$820.00.

Task 2: USI will make recommendations for proposal typical street cross-sections and pavement design standards that would exceed current NCDOT standards for residential streets. USI will develop standard details for the recommended streets sections and associated storm drainage to be utilized in future development. Recommended standards would be consistent with other local municipalities and industry standards - \$3,154.00.

Task 3 – USI will review the current Zoning Ordinance and make recommendations regarding storm water management policies, specifically with regard to storm water detention requirements. The Town currently requires detention for commercial development only. USI will provide relevant information from State and local municipalities and other resources to assist the Town in determining if additional management requirements would be beneficial to the Town. USI will make recommendations for policy revisions based upon feedback from the Town - \$3,320.00.

Total for all three tasks is \$7,394.00.

Finance Officer Gaylord advised that there is some money available now for some of the work.

Councilwoman Hadley questioned if the Town gets comparative bids for this type of work.

Town Administrator McCollum – No, I have not because our engineer is familiar with our ordinances and I would assume the process would be a little easier.

Councilwoman Hadley – I would like to include specific recommendations for a policy that ensures that the bonds are not paid before the roads are actually taken over.

Councilwoman Harrison – I am concerned with who looks to make sure the stormwater facilities are put in correctly as to the plat. My concern is that we never follow up with developers on where the storm drains are said they are going to be and where they actually happen.

Mayor Deter questioned how much longer the roads would last if the Town went with Option 2?

Town Administrator McCollum advised that she did not know but that would be a question for the Town engineer.

Mayor Pro Tem Titherington moved to approve all three tasks regarding streets and stormwater policies and to work with the Finance Officer on the appropriate budget year to complete the work. All were in favor, with votes recorded as follows:

AYES:	Councilmembers Harrison, Hadley, Smith and Mayor Pro Tem Titherington
NAYS:	None

E. Review and Consideration of Providence VFD Loan Closing and Reconsideration of Prior Agreements – Mayor Deter. Mayor Deter presented the following options:

<p><u>Per the Contract</u> \$884,192 10 Year Lease 10 Year Fire Suppression Agreement Town Owns Building</p>
<p><u>Deter/Harrison Proposal</u> \$914,940 10 Year Lease 10 Year Fire Suppression Agreement Town Owns Building Town Owns Furnishings</p>
<p><u>PVFD Proposal #1</u> \$986,203 10 Year Lease 10 Year Fire Suppression Agreement Town Owns Building Town Owns Furnishings</p>
<p><u>PVFD Proposal #2</u> \$796,126 1 Year Fire Suppression Agreement Renegotiated 1 Year Lease PVFD Owns Building PVFD Owns Furnishings</p>

Mayor Deter – We have been working with Providence VFD to try to get to a closing for the renovation of the fire department. The contract stipulates we go through the costs. The costs total up to \$884,192, give or take a little on interest depending on when we get to the closing. Every month we delay closing costs the Town about \$1,500 in interest. We have missed two months and that is \$3,000. We miss another month we are up to \$4,500 in interest. Barbara and I got together with Providence VFD and met with them twice for about five hours in total to try to come to some kind of meeting of the minds that would take some of the burden off of Providence because of money they spent per the contract that would not be covered. We came to a number of roughly \$915,000. What is in that is furnishings which were not part of the original contract, there were some other items and some legal fees that we would compromise and said that we would pay half of that. While we have not made an official proposal Barbara and I were representing the Council to come to a proposal. Our first discussion with Providence was on April 14. We then had a follow up meeting on April 24 and at that time Providence came back rejecting the \$915,000 proposal and came with a counter proposal - actually two of them. One being the \$1 million dollar deal and they threw out another proposal which says if the Town will pay for the BB&T Loan plus the \$206,000. The primary difference is that all the other scenarios we had a 10 year lease and 10 year fire service agreement and the Town owns the property. Under this past proposal, it would be a 1 year fire service agreement and to be negotiated same with the lease and Providence owns the buildings and the furnishings. That is where we are. We are not making a lot of progress but we are trying to work with Providence to come to a solution that is good for them. I think part of their concern was that they spent money out of their checking account which they thought would be reimbursed per the contract. It isn't. Barbara and I went back and came up with a number of \$70,000 that we would reimburse. As of right now we are just floating around and trying to get to a closing date. I think the \$914,940 is a good proposal and would like to throw that on the table for the Council.

Councilwoman Harrison moved to offer the \$914,940 proposal to Providence VFD with a contingency that the Town would like to have an answer to Amy McCollum by the close of business on May 27, 2014.

Finance Officer Gaylord asked to tweak the motion that the price would be adjusted based on actual interest costs.

Mayor Pro Tem Titherington - A lot of hard work has been put in to trying to come to these compromises and I am very concerned that we have a date looming of August 15 and we need to try to get this thing closed. I would like to make the friendly amendment that the Town rescinds the 10 year lease agreement that was previously approved since we missed two closing dates with the intent to work to renew the lease agreement once a closing date has been set.

Councilwoman Harrison accepted the friendly amendments.

Councilwoman Hadley - When this was initially implemented and the previous Mayor and Daniel Barry brought to the table to purchase the real property I was of the opinion that if we did do that I would only agree if there was a long term lease involved because this motion includes the deletion of a 10 year lease I will have to vote no.

The vote on the motion is as follows:

AYES:	Councilmembers Harrison, Smith and Mayor Pro Tem Titherington
NAYS:	Councilwoman Hadley

F. Review and Discussion of Fiscal Year 2014-2015 Budget. The Town Council received a copy of the preliminary budget for Fiscal Year 2014-2015 and the non-operating expenditures worksheet.

Finance Officer Gaylord - You have in your packet the compilation of all the numbers that we have discussed in previous meetings and have finalized them into a balanced budget. We are looking at revenues totaling \$1,880,500 with corresponding expenditures of \$1,880,500 primarily being driven by ad valorem taxes and general government expenditures. The items that we discussed are included in the back of the spreadsheet as your non-operating expenditures. Some of those items are just estimates such as the renovation of the deputy office, garage repairs and things like that. They would all come back before the Council before any money would be spent but I put it in there for a placeholder. If you have any questions about what is in there let me know and I can try to tweak. We need to call for the public hearing tonight so I need to try to get the numbers as good as we want them.

Mayor Deter – I would like to get some high level budget things to make sure I am correct here. I know we started off last year projecting a \$171,000 deficit. A lot of favorable things have happened some due to growth and a few other things that has been done by the Council we are now projecting to end the year with a \$180,000 surplus excluding the purchase of the fire department. That is a \$350,000 swing. To me that is a good thing.

Councilwoman Hadley – Did the \$171,000 include the purchase of the fire department?

Finance Officer Gaylord – \$80,000 of it would have been for the interest of it.

Mayor Deter – So instead of a \$350,000 swing it is \$270,000 swing – still in my mind a good thing. The budget as it stands right now we are projecting a \$84,000 surplus.

Finance Officer Gaylord – It is a replenishment of the Fund Balance.

Mayor Deter – We have taken money out of our rainy day savings account.

Finance Officer Gaylord – We have a surplus this year but we are spending \$800,000 and we want to put some of that back.

Mayor Deter – It is replenishing money that we have spent.

Councilwoman Hadley – So going back through the income is lower because of being conservative. Is that correct?

Finance Officer Gaylord – The main reason is a lot of that is from subdivision fees. I only budget what we have in the pipeline right now and that is a conservative estimate. That would be the primary difference between the actual and the budgeted for next year.

Councilwoman Hadley – The events and publication increase is that because we were thinking about going from 4 to 6?

Finance Officer Gaylord – Yes.

Councilwoman Hadley – The community events increase?

Finance Officer Gaylord – That is for the Litter Sweep expenses to buy safety and possibly hire some deputies.

Mayor Pro Tem Titherington – Thank you to the people off of Antioch Church Road for your help with Litter Sweep. We heard you loud and clear that was kind of scary doing your civic duty. That is what this is about to see if there are things we can do for signage or off deputy deputies to help provide security.

Councilwoman Hadley – The admin salaries show a decrease.

Finance Officer Gaylord – There is a special line item in there called COLA Merit adjustments. You have not approved specific rate packages and instead of going in and allocating I just estimated what it would be and it should be about the same or a little bit more when you take that into account. I put in a 3% overall increase.

Councilwoman Hadley – I was looking back on the increase that we gave the Mayor and Council last year as being a \$4,200 increase and I would like to go ahead and have it submitted in public record that previous Councils went and researched the staff salaries and found that there were discrepancies with staff's salaries and brought them into line. So then last year with Barbara's research we researched the Mayor and Council and found that the Council was way low and the Mayor was way high and so to bring that into what was being paid in the market comparatively we changed ours from \$250 to \$400 and then the Mayors from \$700 to \$600 which increased it \$4,200.00. I know that was an issue for a lot of people at the time. I just put a pencil to it and said if we wanted to bump that back and take the Mayor from \$600 to \$500 and Council from \$400 to \$325 that would be a \$4,800 savings if you want to consider that since there was a lot of comments about giving ourselves a raise that if we wanted an opportunity to bring it back into line that we could do that.

Councilwoman Harrison – I already have the scars from doing it. They are not going to get better by taking it down.

Mayor Deter – The Council put the Mayor and the Councilmembers salaries in line based on a survey. You caught a lot of political heat over it now so you want to put out a political statement that we can always take it back.

Councilwoman Hadley – Correct.

Mayor Deter – That is fine. We are killing a little bit of time at the Council meeting but go ahead.

Councilwoman Hadley – Transparency. The contract labor went from \$3,500 to \$13,000.

Finance Officer Gaylord – Website.

Councilwoman Hadley – You have repairs and maintenance for Town Hall at \$20,000.

Finance Officer Gaylord – That is the deputies office and the garage plus general maintenance, parking lot lines and shelving. There is \$10,000 in general building maintenance and we put in \$10,000 for renovations and upgrades.

Councilwoman Harrison – Remember when you advised that Union County came in and said that we had a lower tax value.

Finance Officer Gaylord – They sent us the wrong tax estimate. They sent us numbers off of a current year report rather than projected numbers for next year. The projected numbers for next year were much more reasonable. It came in just under \$2 billion.

Mayor Deter – I have a separate item to request to add to the budget. I would like to see about bringing in a third party fire consultant. Someone who is familiar with fire department operations to help review the operating budget for Providence. What we struggle with is what is good? We don't know if we have good or not so I think bringing in a consultant to look at that would help us determine what is good and also give us some insight long term what is the direction in terms of providing the long term protection for the community. I had Amy do a little bit of checking. These are rare consulting firms that specialize in that. She has found one and their estimate is \$10,000.

Mayor Pro Tem Titherington – Is that for Providence, Wesley Chapel and Stallings?

Mayor Deter – It is basically for the Town. I think there is an advantage of bringing in an outside set of eyes to discuss it and come to us with a plan. What is good for our Town? They may say what you are doing is great keep doing it but they may say something else. It is getting a third set of eyes from people with professional experience in that area. I would like to throw in \$10,000 in the budget for it.

Councilwoman Harrison – I like it because I look at it as a benchmark. We may think we are paying a lot of money and find out that we are right there at the end or we are up high or underpaying.

Finance Officer Gaylord – I will add to the consulting line item and drop the Fund Balance replenishment line down by that amount but it will not change the total.

Mayor Pro Tem Titherington asked Ms. McCollum to try to get some more quotes if possible.

Councilwoman Hadley discussed the amount received from Daryl's Lawncare and advised that she asked him to review our existing contracts to see if we need to have an increase moving forward.

Councilwoman Hadley discussed the contract changes and ther items within the landscaping budget that were separate items.

Finance Officer Gaylord thought that she had included enough in the budget to absorb the difference.

Mayor Deter – Did we get squared away the territory issues that Pam and Mike were working on and we were going on the assumption that it was a wash from a budget standpoint?

Councilmember Smith – There was an area that Wesley Chapel VFD had been covering that they brought to us during the retreat that they were not being compensated on and we had Leslie look into that. What was the number that you came up with?

Finance Officer Gaylord – Based on the way that I calculated how they were being compensated for what was in their contract price the amount that I came up with for the additional territory was \$11,185.00 and Stallings was currently servicing that area and we are paying Stallings approximately \$15,000 to service that same area.

Councilwoman Hadley – Stallings is not currently servicing that area.

Finance Officer Gaylord – Yes it was in their contract so we are paying them based on their contract area.

Councilmember Smith – The other issue was that there was another adjacent area to it that came into question as to who was the closest fire house. Was it Stallings or Wesley Chapel? Pam and I did some looking at the maps and talked to the 911 Center and went to the County GIS Department. The best that we can figure out is that Wesley Chapel at the furthest point is 2 miles closer.

Councilwoman Hadley – 1 to 2 miles closer.

Councilmember Smith – At the furthest point is 2 miles closer than Stallings so they are closer to this area and it is just a matter of what we want to do about it. The municipal fire district was based on the closest fire house. At this particular point do we want to correct that or leave it as it stands? Right now it is being serviced by Stallings however they are not road miles closer to that area. We did work out some numbers as to what that compensation would be.

Finance Officer Gaylord – That was approximately \$16,500 in addition to the \$11,000. If you modify the contracts for the changes it would be a budget wash. If you do not modify the contracts then you are still contractually obligated to pay Stallings for the entire area.

Mayor Deter – I am assuming that we would want to get contracts with territories aligned so if I lived in this area I know the closest fire department is going to be at the door. Multiple ones may come but we do not have a citizen living someplace and we are saying not the closest fire station but one that will be there very shortly.

Councilmember Smith – From what I can tell there are no conditions existing that would be the exception to the rule of closeness. My recommendation would be that we go to the closest and pay that area over to Wesley Chapel. We just have to redo the contract to reflect that.

Councilwoman Hadley – So we are currently paying Stallings minus this \$17,600?

Finance Officer Gaylord – If you added it all up it would be \$27,800.

Councilwoman Hadley – So \$48,000 minus the \$27,800.

Finance Officer Gaylord – Yes.

Mayor Deter – So we are basically shifting money from this bucket to this bucket but the total bucket is the same.

Councilmember Smith – Yes.

Councilwoman Harrison – Yes.

Mayor Deter – Who handles the process of getting the contracts correct?

Finance Officer Gaylord – From my perspective from a budget point I am okay but you do have some contract adjustments to make.

Mayor Deter – What is the process to make those contracts and maps straight? Does that fall on Amy?

Town Administrator McCollum – It can and I can work with a Councilperson on this and I put on the agenda for next month as well.

Councilmember Smith – I can work with you.

Councilwoman Hadley – I would like to make sure the map is correct.

G. Review and Consideration of Proposal from Miracle Amusements for the 2014 Weddington Festival – Councilwoman Harrison. The Town Council received a proposed contract from Miracle Amusements to provide assistance during the 2014 Weddington Festival. The contract is in the amount of \$5,650.

Councilwoman Harrison - I have a contract in front of you for Miracle Amusements who I have used for the last two festivals. It is very hard to get a company that has all of the insurance that the Town needs.

Councilwoman Harrison discussed what was included in the contract. She stated, “I have to put in a deposit of \$1,400.00. I am asking the Town to loan me the \$1,400 and write the check to Miracle Amusements. The past two festivals I have been able to get enough sponsorship that the Town has not spent a nickel of taxpayer dollars for the festival. My goal is to do the same thing this year.”

Councilwoman Hadley -Have you gotten competitive bids for this?

Councilwoman Harrison - I have not found anyone else that has the insurance and the worker’s compensation.

Councilwoman Hadley - Does Anthony write a contract for this?

Councilwoman Harrison – No this is the contract that we sign.

Councilwoman Hadley – I noticed it was talking about cancellation. What happens if you have to use a rain date?

Councilwoman Harrison – He knows the rain date is the next date and he is okay with that. He gets all of the Union County permits so we do not have to worry about. He also staffs the event so I do not have to worry about getting volunteers.

Mayor Pro Tem Titherington moved to approve the contract with Miracle Amusements. All were in favor, with votes recorded as follows:

AYES:	Councilmembers Harrison, Hadley, Smith and Mayor Pro Tem Titherington
NAYS:	None

H. Review and Consideration of Renewal of Contract for Engineering Services with US Infrastructure. The Town Council received the following memo from Town Administrator McCollum and a copy of the Renewal of Contract for Engineering Services:

Please find attached a request from US Infrastructure for renewal of their contract for engineering services through the 2016 calendar year. USI has served as the Town’s engineer for over 12 years. They provide miscellaneous engineering services to the Town on an as-needed basis. A more detailed description of the engineering services they provide is listed in the attached contract. Our last agreement with USI was approved January 9, 2012. A majority of the engineering services provided by USI are reimbursed by the developer, etc. I have attached the current schedule of fees with USI.

Councilwoman Harrison moved to renew the contract for engineering services with US Infrastructure. All were in favor, with votes recorded as follows:

AYES: Councilmembers Harrison, Hadley, Smith and Mayor Pro Tem Titherington
NAYS: None

I. Review and Consideration of Proposals for Painting of Interior and Exterior of Town Hall – Councilwoman Hadley. This item was removed from the agenda.

J. Consideration of Seeking Intern to Assist with Town Historic Projects – Councilwoman Harrison. The Town Council received the following Historian Job Description:

WEDDINGTON HISTORIAN JOB DESCRIPTION

Basic Job Description:

Research, analyze, document, and interpret Weddington's past as recorded in sources, such as government and institutional records, newspapers and other periodicals, photographs, interviews, films, and unpublished manuscripts, such as personal diaries and letters. Be able to give presentations to the Weddington Town Council, school and civic groups and create a historic wall for the Town Hall.

Job duties and tasks:

- 1) Organize, catalog, file and document data that has relative significance to the Town of Weddington.
- 2) Gather historical data from sources such as archives, court records, diaries, churches, news files, and photographs, as well as collect data sources such as books, pamphlets, and periodicals.
- 3) Conduct interviews with former Weddington Council members, Planning Board members and generational families of the community in order to gather information about historical events and to record oral histories.
- 4) Conduct historical research as a basis for the identification, conservation, and reconstruction of Weddington's historic past.
- 5) Speak to various groups, organizations, and clubs in order to promote the Town of Weddington's rich past.
- 6) Prepare exhibits that will be displayed at Town Hall or at the Weddington Country Festival or be used when speaking to the Weddington Town Council, and/or school or civic groups.
- 7) Document and catalog historical accounts in terms of individuals or families or social, ethnic, political, economic, or geographic groupings.
- 8) Organize information for publication and for displaying on the Town's Webpage and Facebook page.
- 9) Create a library to display Weddington's papers, manuscripts and significant historic documents at Town Hall.
- 10) Identify and create pamphlet and pictures of all dwellings and/or houses within Weddington that have historical significance.
- 11) Making recommendations to the Town Council on how to display and preserve the past and current history of the Town.

Abilities:

- 1) **Reading Comprehension** -- Understanding written sentences and paragraphs in work related documents.
- 2) **Active Listening** -- Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.
- 3) **Writing** -- Communicating effectively in writing as appropriate for the needs of the audience.

- 4) **Communication** – Can communicate orally with customers, Town Staff or Council Members, or the public in face-to-face one-on-one settings, in group settings, or using a telephone.

Knowledge/Experience/Education

Looking for an individual that has a Bachelor of Arts Degree, can work with minimal supervision, excellent computer skills, people skills and writing skills.

Councilwoman Harrison - When we started getting in applications for the Town Planner one of the things that became very consistent on the resumes was that almost every Planner had done an internship with a municipality. I asked Amy if the local colleges might have some type of internship for a historian. She did find that we could post at some locations. I am looking for someone that can jump start and develop a plan for us on how we can move forward.

Mayor Pro Tem Titherington moved to approve allowing staff to seek an intern to assist with Town historic projects. All were in favor, with votes recorded as follows:

AYES: Councilmembers Harrison, Hadley, Smith and Mayor Pro Tem Titherington
NAYS: None

K. Call for Public Hearing to Review and Consider Fiscal Year 2014-2015 Budget and to Set the Tax Rate. Councilwoman Harrison moved to call for a public hearing to review and consider the Fiscal Year 2014-2015 Budget and to set the Tax Rate. The public hearing is to be held June 9, 2014 at 7:00 p.m. at the Weddington Town Hall. All were in favor, with votes recorded as follows:

AYES: Councilmembers Harrison, Hadley, Smith and Mayor Pro Tem Titherington
NAYS: None

L. Review and Consideration of Litter Sweep Signage – Councilwoman Harrison. The Town Council received pricing on signage to be used during Litter Sweep. Councilwoman Harrison discussed several options for signage. Councilmember Smith moved to purchase the signage discussed to be used for future Litter Sweep Events. All were in favor, with votes recorded as follows:

AYES: Councilmembers Harrison, Hadley, Smith and Mayor Pro Tem Titherington
NAYS: None

Item No. 10. Update from Town Planner. The Town Council received the following update memo from Town Planner Burton:

Staff has received a Sketch Plan application for the Falls at Weddington major conservation subdivision, located off of Antioch Church Rd. Staff will walk the site on May 15th, and PIMs will likely be scheduled following the site walk.

- The following items were on the April 28th, 2014 Planning Board agenda:
 - Review and Consideration – Weddington UMC CZ Application
 - Review and Consideration of Text Amendment Proposal – Conservation Subdivision Sideyard
 - Review and Consideration of the Preliminary Plat for the Bard Property
 - Public Hearing – Drumstrong Temporary Use Permit Application
 - Review and Consideration of the Gruhns Tract: Modification from the Subdivision Ordinance
- The following items will be on the May 19th Planning Board agenda for discussion:
 - Weddington United Methodist Church CZ Application
 - Minor Subdivision: David Harrington
 - Review and Consideration of Atherton Estates Final Plat Map 1

- Review and Consideration of Text Amendment: Homeowners Association and street maintenance (within checklist)
- Review and Consideration of Text Amendment: Notification submitted to Facilities Director of UCPS of all proposed major subdivisions (within checklist).
- The following items may be on the June 9th Town Council agenda:
 - Weddington United Methodist Church CZ Application
 - Review and Consideration of Atherton Estates Final Plat Map 1
 - Call for Public Hearing to Review and Consider Text Amendment: Homeowners Association and street maintenance (within checklist)
 - Call for Public Hearing to Review and Consider Text Amendment: Notification submitted to Facilities Director of UCPS of all proposed major subdivisions (within checklist). – Mayor Pro Tem Titherington advised that it was the desire of some of the current school board members to be copied on this information as well.

Item No. 11. Update from Town Administrator. Town Administrator McCollum informed the Council that she had given them an updated worksheet from the retreat and to let her know the status of any of the items needed to be changed.

Item No. 12. Public Safety Report.

PROVIDENCE VFD

Union County:

Fire	21	+	EMS	18	=	Total	39
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Mecklenburg County:

Fire	01	+	EMS	02	=	Total	03
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Training hours: 232

Joshua Dye, Chief
Providence VFD

The Town Council also received the Income and Expense Budget Performance and Balance Sheet for Providence VFD.

Weddington Deputies – 754 Calls

Wesley Chapel VFD – 24 Calls

Stallings VFD – 2 Calls

Councilmember Smith reported that the public safety items from the retreat have been assigned to members of the Public Safety Advisory Committee and they plan to meet in June to report on their items. Mayor Pro Tem Titherington asked that grant money be explored for an early storm detection system.

Item No. 13. Update from Finance Officer and Tax Collector.

A. Finance Officer's Report. The Town Council received the Revenue and Expenditure Statement by Department and Balance Sheet for 4/1/2014 to 4/30/2014.

B. Tax Collector's Report.

Monthly Report –April 2014

Transactions:	
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Adjustments <\$5.00	\$(21.97)
Balance Adjustment	\$(27.05)
Discoveries	\$442.08
Penalty and Interest Payments	\$(98.21)
Taxes Collected:	
2011	\$(287.70)
2012	\$(602.65)
2013	\$(37,605.10)
As of April 30, 2014; the following taxes remain Outstanding:	
2002	\$82.07
2003	\$129.05
2004	\$122.90
2005	\$252.74
2006	\$56.80
2007	\$144.42
2008	\$1,456.08
2009	\$1,586.05
2010	\$1,905.68
2011	\$2,944.41
2012	\$8,735.49
2013	\$25,647.80
Total Outstanding:	\$43,063.49

Item No. 14. Transportation Report. Councilwoman Barbara Harrison gave several transportation updates.

Item No. 15. Council Comments. Councilmember Smith – Thank you for coming and for the public comments. Bob, thank you for sharing your concerns. Barbara, thank you for all the work you do on the events – it brings the community together. Thank you to Bill for how he is running the meeting.

Mayor Pro Tem Titherington – Bob, I agree with you and I hope people keep having conversations with Union County Public Works and the County Commissioners. Also to the people that have been working with the Town and the County around the water tank option - I think that is great community involvement and spirit to look for options and hope to come to some agreement on that. There has been a lot of work that has been done behind the scenes.

Item No. 16. Adjournment. Councilwoman Hadley moved to adjourn the May 12, 2014 Regular Town Council Meeting. All were in favor, with votes recorded as follows:

AYES: Councilmembers Harrison, Hadley, Smith and Mayor Pro Tem Titherington
NAYS: None

The meeting adjourned at 8:47 p.m.

Bill Deter, Mayor

Amy S. McCollum, Town Clerk

Town of Weddington Conditional Zoning Application

Application Number: 2201-14 Application Date: 02/21/2014

Applicant's Name: Weddington United Methodist Church

Applicant's Phone: (704) 846-1032

Applicant's Address: 13901 Providence Road Weddington, NC 28104

Property Owner's Name: Weddington United Methodist Church

Property Owner's Phone: (704) 846-1032

If applicant is different from the property owner, please provide a notarized authorization from the property owner.

Property Location: West side of Hwy 16 at Hwy 16 and Hwy 84 intersection

Parcel Number: 06150045A, 06150045B
06150040, 06150039 Deed Book and Page: 5074 746

Total Acreage of Site: 22.09AC Existing Zoning: RCD

Application Fee: \$1,500.00 Check Number: 33174

All applications must include a site plan, drawn to scale, and supporting text that, as approved, will become a part of the Ordinance amendment. The site plan, drawn by an architect, landscape architect, or engineer licensed to practice in North Carolina, shall include any supporting information and text that specifies the actual use or uses intended for the property and any rules, regulations, and conditions in addition to all predetermined Ordinance requirements, will govern the development and use of the property. The applicant acknowledges that he/she will reimburse the Town for all engineering and consulting services associated with the review of the conditional zoning request prior to any zoning permits being issued by the Town for such project. The applicant shall, at a minimum, include as part of the application, each of the items listed below.

Please include the following:

- ✓ A boundary survey showing the total acreage, present zoning classifications, date and north arrow.
- ✓ The owner's names, addresses and the tax parcel numbers of all adjoining properties.

- ✓ All existing easements, reservations, and right-of-way on the property(ies) in question.
- ✓ Proposed principal uses: A general summary of the uses that will take place, with reference made to the list of uses found in section 5.9.1 of the Weddington Zoning Ordinance.
- ✓ Traffic impact analysis/study for the proposed service area, as determined by the Town Engineer, shall be required. In addition, traffic, parking and circulation plans, showing the proposed locations and arrangement of parking spaces and access points to adjacent streets including typical parking space dimensions and locations (for all shared parking facilities) along with typical street cross-sections.
- ✓ General information on the number, height, size and location of structures.
- ✓ All proposed setbacks, buffers, screening and landscaping required by these regulations or otherwise proposed by the petitioner.
- ✓ All existing and proposed points of access to public streets.
- ✓ Proposed phasing of the project.
- ✓ Proposed number, location, type and size of all commercial signs.
- ✓ Exterior treatments of all principal structures.
- ✓ Delineation of all marginal lands including areas within the regulatory floodplain as shown on official Flood Hazard Boundary Maps for Union County.
- ✓ Existing and proposed topography at five-foot contour intervals or less.
- ✓ Scale and physical relationship of buildings relative to abutting properties.
- ✓ Public Involvement Meeting Labels.

Please Note: The Zoning Administrator requires the petitioner to submit more than one copy of the petition and site plan in order to have enough copies available to circulate to other government agencies for review and comment. The number of copies required shall be determined on a case-by-case basis by the Zoning Administrator.

Zoning Administrator Approval

The Zoning Administrator shall have up to thirty (30) days following any revision of the application to make comments. If the Administrator forwards no comments to the applicant by the end of any such thirty-day period, the application shall be submitted to the Planning Board for their review without any further comment.

Planning Board Review

The applicant shall submit at least ten (10) copies of the application to the Zoning Administrator for transmittal to the Planning Board and other appropriate agencies. The zoning administrator shall present any properly completed application to the planning board at its next regularly scheduled meeting occurring at least 15 days after the application has been deemed complete and ready for submission to the planning board. The Planning Board by majority vote may shorten or waive the time provided for receipt for a completed application. The Planning Board shall have thirty days from the date that the application is presented to it to review the application and to take action.. If such period expires without action taken by the Planning Board, the application shall then be transferred to the Town Council without a Planning Board recommendation.

Action by Town Council

Conditional Zoning District decisions are a legislative process subject to judicial review using the same procedures and standards of review as apply to general use district zoning decisions. Conditional zoning district decisions shall take into account applicable adopted land use plans for the area and other adopted land use policy documents and/or ordinances.


Public Hearing Required

Prior to making a decision on rezoning a piece of property to a Conditional Zoning District, the Town Council shall have held a public hearing. Notice of such public hearing shall have been given as prescribed in section 12.1.7 of the Zoning Ordinance. Once the public hearing has been held, the Town Council shall take action on the petition.


The Town Council shall have the authority to:

- a. Approve the application as submitted.
- b. Deny approval of the application
- c. Approve application with modifications that are agreed to by the applicant.
- d. Submit the application to the Planning Board for further study. The Planning Board shall have up to thirty-one (31) days from the date of such submission to make a report to the Town Council. If no report is issued, the Town Council can take final action on the petition. The Town Council reserves the right to schedule and advertise a new public hearing based on the Planning Board's report.

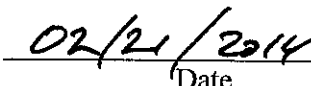
To the best of my knowledge, all information herein submitted is accurate and complete.



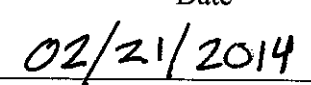
Signature of Property Owner



Signature of Applicant



Date



Date

Sec. 46-46. Information to be contained in or depicted on preliminary and final plats.

The preliminary and final plats shall depict or contain the information indicated in the following table. An 'X' indicates that the information is required. Preliminary plat information is only required for major subdivisions.

Information	Preliminary Plat	Final Plat
Title block containing the subdivision name and the name of the owner	X	X
Location (including township, county and state)	X	X
Date or dates survey was conducted and plat prepared	X	X
A scale of drawing in feet per inch listed in words and figures	X	X
A bar graph scale and north arrow	X	X
The name of the subdivider	X	X
A sketch vicinity map with north arrow showing the relationship between the proposed subdivision and surrounding area	X	X
The names, addresses and telephone numbers of all owners, mortgagees, registered land surveyors, land planners, architects, landscape architects and professional engineers responsible for the subdivision	X	X
The registration numbers and seals of the professional engineers and land surveyors	X	X
Date of plat preparation	X	X

The boundaries of the tract or portion thereof to be subdivided, distinctly and accurately represented with all bearings and distances shown	X	
The exact boundary lines of the tract to be subdivided, fully dimensioned by lengths and bearings, and the location of existing boundary lines of adjoining lands		X
The names of owners of adjoining properties	X	X
The names of any adjoining subdivisions of record or proposed and under review	X	X
Minimum building setback lines	X	X
The zoning classifications of the tract to be subdivided and on adjoining properties	X	
Existing property lines on the tract to be subdivided and on adjoining properties	X	X
Existing buildings or other structures, watercourses, railroads, bridges, culverts, storm drains, both on the land to be subdivided and land immediately adjoining	X	X
Proposed lot lines, lot and block numbers, and approximate dimensions	X	X
The lots numbered consecutively throughout the subdivision		X
Marshes, swamps, rock outcrops, ponds or lakes, streams or stream beds and any other natural features affecting the site	X	X
The exact location of the flood hazard, floodway and floodway fringe areas from the town's FEMA maps in compliance with chapter 58 , article XIII of the Weddington Code of Ordinances	X	X
Septic tank suitability data furnished by the appropriate county health department	X	

Proposed roads with horizontal and vertical alignment	X	X
Existing and platted roads on adjoining properties and in the proposed subdivision	X	X
Rights-of-way, location and dimensions	X	X
Pavement widths	X	X
Proposed grades (re: Roads)	X	X
Design engineering data for all corners and curves	X	X
Typical road cross-sections	X	X
Road names	X	X
If any road is proposed to intersect with a state maintained road, the subdivider shall apply for driveway approval as required by the state department of transportation, division of highways' manual on driveway regulations. Evidence that the subdivider has obtained such approval	X	X
Subdivisions which are connected to Union County water systems must show the location of proposed fire hydrants in accordance with Union County Public Works standards	X	X
The location and dimensions of all utility and other easements	X	X
The location and dimensions of all buffer strips	X	X
The location and dimensions of all pedestrian or bicycle paths	X	X

The location and dimensions of all school sites, both existing and proposed	X	X
The location and dimension of all parks and recreation areas with specific type indicated	X	X
The location and dimensions of areas to be used for purposes other than residential with the purpose of each stated	X	X
The future ownership (dedication or reservation for public use to governmental body, homeowners' association, or for tenants remaining in subdivider's ownership) of recreational and open space lands	X	X
Acreage in total tract to be subdivided	X	
Acreage in parks and recreational areas and other nonresidential uses	X	
Total number of parcels created	X	
Acreage in the smallest lot in the subdivision	X	
Linear feet in streets	X	
The name and location of any property or buildings within the proposed subdivision or within any contiguous property that is listed on the U.S. Department of Interior's National Register of Historic Places or is designated as a local historic property by the county	X	X
The accurate locations and descriptions of all monuments, markers and control points		X
A copy of the approved erosion control plan submitted to the appropriate field office of the department of natural resources and community development, land quality division, for any major subdivision	X	X

<u>A copy of any proposed deed restrictions or similar covenants. The developer shall submit to the town evidence that the developer has created a homeowners' association whose responsibilities will include perpetual maintenance of any streets that for any reason are not accepted by NCDOT. Such evidence shall include filed copies of the articles of incorporation, declarations and homeowners' association bylaws.</u>	<u>X</u>	<u>X</u>
A separate map drawn at the same scale as the preliminary plat showing only proposed streets and lot lines, topography with contour intervals of no greater than ten feet (at the discretion of the subdivision administrator, contour intervals of five feet may be required), and an accurate mapping of soil classifications found on the site and general depths thereof	X	
A disk or tape copy of the final plat to be submitted in a format compatible to the town's GIS system. If this can not be supplied, expenses will be charged to the developer for the service to be completed by the town plus 15 percent		X
<u>A copy of notification submitted to the Facilities Director of Union County Public Schools and the Chairman of the Board of Education, stating the number of lots requested in the plat application.</u>	<u>X</u>	<u>X</u>
A copy of the approved roadway plan submitted to the appropriate office of the state department of transportation for any major subdivision	X	
A copy of permits from Army Corps of Engineers, pursuant to section 58-342	X	X
The location and dimensions of all drainage easements as defined in article XIII of <u>chapter 58</u> , including P.E. certification when required	X	X
Compliance with section 58-338, "setbacks from streams"	X	X
Establishment of flood protection elevation (FPE) in accordance with section 58-338	X	X
Drainage, stormwater management plan and wetland protection plan demonstrating compliance with <u>chapter 58</u> , article XIII, <u>division 6</u> of the Weddington Code of		

Ordinances		
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Date or dates survey was conducted and plat prepared	X	X
A scale of drawing in feet per inch listed in words and figures	X	X
A bar graph scale and north arrow	X	X
The name of the subdivider	X	X
A sketch vicinity map with north arrow showing the relationship between the proposed subdivision and surrounding area	X	X
The names, addresses and telephone numbers of all owners, mortgagees, registered land surveyors, land planners, architects, landscape architects and professional engineers responsible for the subdivision	X	X
The registration numbers and seals of the professional engineers and land surveyors	X	X
Date of plat preparation	X	X

The boundaries of the tract or portion thereof to be subdivided, distinctly and accurately represented with all bearings and distances shown	X	
The exact boundary lines of the tract to be subdivided, fully dimensioned by lengths and bearings, and the location of existing boundary lines of adjoining lands		X
The names of owners of adjoining properties	X	X
The names of any adjoining subdivisions of record or proposed and under review	X	X
Minimum building setback lines	X	X
The zoning classifications of the tract to be subdivided and on adjoining properties	X	
Existing property lines on the tract to be subdivided and on adjoining properties	X	X
Existing buildings or other structures, watercourses, railroads, bridges, culverts, storm drains, both on the land to be subdivided and land immediately adjoining	X	X
Proposed lot lines, lot and block numbers, and approximate dimensions	X	X
The lots numbered consecutively throughout the subdivision		X
Marshes, swamps, rock outcrops, ponds or lakes, streams or stream beds and any other natural features affecting the site	X	X
The exact location of the flood hazard, floodway and floodway fringe areas from the town's FEMA maps in compliance with chapter 58 , article XIII of the Weddington Code of Ordinances	X	X
Septic tank suitability data furnished by the appropriate county health department	X	

Proposed roads with horizontal and vertical alignment	X	X
Existing and platted roads on adjoining properties and in the proposed subdivision	X	X
Rights-of-way, location and dimensions	X	X
Pavement widths	X	X
Proposed grades (re: Roads)	X	X
Design engineering data for all corners and curves	X	X
Typical road cross-sections	X	X
Road names	X	X
If any road is proposed to intersect with a state maintained road, the subdivider shall apply for driveway approval as required by the state department of transportation, division of highways' manual on driveway regulations. Evidence that the subdivider has obtained such approval	X	X
Subdivisions which are connected to Union County water systems must show the location of proposed fire hydrants in accordance with Union County Public Works standards	X	X
The location and dimensions of all utility and other easements	X	X
The location and dimensions of all buffer strips	X	X
The location and dimensions of all pedestrian or bicycle paths	X	X

The location and dimensions of all school sites, both existing and proposed	X	X
The location and dimension of all parks and recreation areas with specific type indicated	X	X
The location and dimensions of areas to be used for purposes other than residential with the purpose of each stated	X	X
The future ownership (dedication or reservation for public use to governmental body, homeowners' association, or for tenants remaining in subdivider's ownership) of recreational and open space lands	X	X
Acreage in total tract to be subdivided	X	
Acreage in parks and recreational areas and other nonresidential uses	X	
Total number of parcels created	X	
Acreage in the smallest lot in the subdivision	X	
Linear feet in streets	X	
The name and location of any property or buildings within the proposed subdivision or within any contiguous property that is listed on the U.S. Department of Interior's National Register of Historic Places or is designated as a local historic property by the county	X	X
The accurate locations and descriptions of all monuments, markers and control points		X
A copy of the approved erosion control plan submitted to the appropriate field office of the department of natural resources and community development, land quality division, for any major subdivision	X	X

<u>A copy of any proposed deed restrictions or similar covenants. The developer shall submit to the town evidence that the developer has created a homeowners' association whose responsibilities will include perpetual maintenance of any streets that for any reason are not accepted by NCDOT. Such evidence shall include filed copies of the articles of incorporation, declarations and homeowners' association bylaws.</u>	<u>X</u>	<u>X</u>
A separate map drawn at the same scale as the preliminary plat showing only proposed streets and lot lines, topography with contour intervals of no greater than ten feet (at the discretion of the subdivision administrator, contour intervals of five feet may be required), and an accurate mapping of soil classifications found on the site and general depths thereof	X	
A disk or tape copy of the final plat to be submitted in a format compatible to the town's GIS system. If this can not be supplied, expenses will be charged to the developer for the service to be completed by the town plus 15 percent		X
<u>A copy of notification submitted to the Facilities Director of Union County Public Schools and the Chairman of the Board of Education, stating the number of lots requested in the plat application.</u>	<u>X</u>	<u>X</u>
A copy of the approved roadway plan submitted to the appropriate office of the state department of transportation for any major subdivision	X	
A copy of permits from Army Corps of Engineers, pursuant to section 58-342	X	X
The location and dimensions of all drainage easements as defined in article XIII of <u>chapter 58</u> , including P.E. certification when required	X	X
Compliance with section 58-338, "setbacks from streams"	X	X
Establishment of flood protection elevation (FPE) in accordance with section 58-338	X	X
Drainage, stormwater management plan and wetland protection plan demonstrating compliance with <u>chapter 58</u> , article XIII, <u>division 6</u> of the Weddington Code of		

Ordinances		
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**NORTH CAROLINA STATE DEPARTMENT OF TRANSPORTATION
REQUEST FOR ADDITION TO STATE MAINTAINED SECONDARY ROAD SYSTEM
TOWN OF WEDDINGTON, NORTH CAROLINA
R-2014-02**

**North Carolina
County of Union**

Road Description: Elijah Drive and Park Rose Lane in the Sanctuary at Weddington Subdivision in the Town of Weddington, North Carolina

WHEREAS, the attached petition has been filed with the Town Council of the Town of Weddington, Union County, requesting that the above described roads, the location of which has been indicated in red on the attached map, be added to the Secondary Road System; and,

WHEREAS, the Town of Weddington is of the opinion that the above described roads should be added to the Secondary Road System, if the roads meet minimum standards and criteria established by the Division of Highways of the Department of Transportation for the addition of roads to the System.

NOW, THEREFORE, be it resolved by the Town of Weddington of the County of Union that the Division of Highways is hereby requested to review the above-described roads, and to take over the roads for maintenance if it meets established standards and criteria.

Adopted this 10th day of June, 2014.

Bill Deter, Mayor

Attest:

Amy S. McCollum, Town Clerk



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

Pat McCrory
GOVERNOR

DIVISION OF HIGHWAYS
May 28, 2014

Anthony J. Tata
SECRETARY

Ms. Amy McCollum
Town Of Weddington
1924 Weddington Road
Weddington, N.C. 28105

Subject: Request for SR-2 Resolution for Eliah Drive and Park Rose Lane in the Sanctuary
at Weddington Subdivision.

Dear Ms. McCollum

We have been petitioned to add the subject roads to the State Maintained Road System. These roads can be recommended for addition upon receipt of a resolution, from the Town of Weddington, approving the addition.

Therefore, our office requests your assistance in obtaining a resolution (SR-2). Please provide an approved Form SR-2 if this request is acceptable to the Town.

Thank you for your prompt attention to this matter. If you have any questions, please feel free to call me at 704-289-1397.

Sincerely,

A handwritten signature in cursive script that reads "Mac Outen".

Mac Outen
Engineering Tech

JWU/amo
cc: File



North Carolina Department of Transportation
Division of Highways
Petition for Road Addition

RECEIVED

OCT 5 2012

ROADWAY INFORMATION: (Please Print/Type)

DISTRICT ENGINEER

County: Union Road Name: Elijah Drive and Paul Rose lane
(Please list additional street names and lengths on the back of this form.)

Subdivision Name: Sanctuary at Weddington Length (miles): 3/10ths

Number of occupied homes having street frontage: 5 Located (miles): 2

miles N ☐ S ☒ E ☐ W ☐ of the intersection of Route Forest Lane Dr and Route Forest Ridge Road
(Check one) (SR, NC, US) (SR, NC, US)

We, the undersigned, being property owners and/or developers of Sanctuary at Weddington in
Union County, do hereby request the Division of Highways to add the above described road.

CONTACT PERSON: Name and Address of First Petitioner. (Please Print/Type)

Name: Dean C. Lovett Phone Number: (704) 497-6452

Street Address: 3610 Columbine Circle

Mailing Address: Charlotte, NC 28211

PROPERTY OWNERS

<u>Name</u>	<u>Mailing Address</u>	<u>Telephone</u>
Chunks Corbet	6707 Elijah Drive, Weddington, NC 28104	
Robert Adams	4013 Paul Rose Lane, Weddington, NC 28104	
David Sitterud	4019 Paul Rose Lane, Weddington, NC 28104	
Stacy Shjarback	4012 Paul Rose Lane, Weddington, NC 28104	
Jody Dedmon	4009 Paul Rose Lane, Weddington, NC 28104	

Dean C. Lovett President, The Lovett Companies, LLC
"Developer"

1. Complete Information Section
2. Identify Contact Person (This person serves as spokesperson for petitioner(s)).
3. Attach two (2) copies of recorded subdivision plat or property deeds, which refer to candidate road.
4. Adjoining property owners and/or the developer may submit a petition. Subdivision roads with prior NCDOT review and approval only require the developer's signature.
5. If submitted by the developer, encroachment agreements from all utilities located within the right of way shall be submitted with the petition for Road addition. However, construction plans may not be required at this time.
6. Submit to District Engineer's Office.

☐ Rural Road ☐ Subdivision platted prior to October 1, 1975 ☐ Subdivision platted after September 30, 1975

If this road meets the requirements necessary for addition, we agree to grant the Department of Transportation a right-of-way of the necessary width to construct the road to the minimum construction standards of the NCDOT. The right-of-way will extend the entire length of the road that is requested to be added to the state maintained system and will include the necessary areas outside of the right-of-way for cut and fill slopes and drainage. Also, we agree to dedicate additional right-of-way at intersections for sight distance and design purposes and execute said right-of-way agreement forms that will be submitted to us by representatives of the NCDOT. The right-of-way shall be cleared at no expense to the NCDOT, which includes the removal of utilities, fences, other obstructions, etc.

[illegible]

CURRENT

NORTH CAROLINA

MECKLENBURG COUNTY

ANNEXATION AGREEMENT

WHEREAS, the City of Charlotte (hereinafter "Charlotte"), the Town of Weddington (hereinafter "Weddington"), the Village of Marvin (hereinafter "Marvin") and the Town of Stallings, being duly incorporated municipalities under the laws of the State of North Carolina, desire to eliminate uncertainty among residents and property owners in unincorporated areas adjacent to the participating municipalities and also to improve planning by public and private interests in such areas; and

WHEREAS, Part 6, Article 4A, Chapter 160A of the North Carolina General Statutes (hereinafter "Act") authorizes municipalities to enter into agreements designating areas which are not subject to annexation by the participating municipalities.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. This Agreement is executed pursuant to the authority of the Act.
2. This Agreement shall remain in effect for ten (10) years after its effective date.
3. a) Attached hereto and incorporated herein by reference is Exhibit A which describes a portion of Mecklenburg County. No portion of the area described in Exhibit A is subject to annexation by Weddington, Marvin, or Stallings.
b) Attached hereto and incorporated herein by reference is Exhibit B which describes a portion of Union County. No portion of the area described in Exhibit B is subject to annexation by Charlotte.
4. The effective date of this Agreement is July 1, 2004.
5. a) At least sixty (60) days before the adoption of any annexation ordinance by a party, the party which is considering annexation shall give notice to the other affected party(ies) of the proposed annexation. Such notice shall describe the area to be annexed by a legible map,

clearly and accurately showing the boundaries of the area to be annexed in relation to: the boundaries of the area which the annexing party has agreed not to annex pursuant to this Agreement; roads, streams, and any other prominent geographical features. Such notice shall not be effective for more than one hundred eighty (180) days.

b) Any party may waive, in its sole and absolute discretion, the notice requirements of Paragraph 6(a) above and the Act. Such waiver may be made by the party's governing body or by any official or employee of the party designated by resolution of the party's governing body. The Mayor of Charlotte is duly authorized to waive said requirements.

c) Any waiver authorized by Paragraph 5(b) above must be in writing and bear the signature of the waiving party's Mayor or the official or employee of the waiving party authorized to execute the waiver. If signed by an official or employee designated by a resolution of the party's governing body, the waiver shall be effective without further approval of such party's governing body. Any waiver shall only apply to the annexation described in said waiver. All notices or waivers required by the terms of this Agreement shall be sufficient if directed to and received by the Mayor of the party to whom such notice or waiver is directed.

d) So long as Charlotte does not take any action by ordinance or resolution to annex any portion of the area described in Exhibit B, Weddington, Marvin, and Stallings waive the notice requirements of Paragraph 5(a). Under no circumstances may this Paragraph be construed to relieve Charlotte of the obligation to give notice of any proposed annexation of any portion of the area described in Exhibit B. Weddington, Marvin, or Stallings may revoke the waiver described above by resolution of its governing body. Such waiver shall be effective on the date set forth in such resolution or ninety (90) days after a copy of such resolution is received by the Mayor of Charlotte, whichever date is later.

e) So long as Weddington does not take any action by ordinance or resolution to annex any portion of the area described in Exhibit A, Charlotte waives the notice requirements of Paragraph 5(a). Under no circumstances may this Paragraph be construed to relieve Weddington of the obligation to give notice of any proposed annexation of any portion of the area described in Exhibit A. Charlotte may revoke the waiver described above by resolution of its governing body. Such waiver shall be effective on the date set forth in such resolution or ninety (90) days after a copy of such resolution is received by the Mayor of Weddington, whichever date is later.

f) So long as Marvin does not take any action by ordinance or resolution to annex any portion of the area described in Exhibit A, Charlotte waives the notice requirements of Paragraph 5(a). Under no circumstances may this Paragraph be construed to relieve Marvin of the obligation to give notice of any proposed annexation of any portion of the area described in Exhibit A. Charlotte may revoke the waiver described above by resolution of its governing body. Such waiver shall be effective on the date set forth in such resolution or ninety (90) days after a copy of such resolution is received by the Mayor of Marvin, whichever date is later.

g) So long as Stallings does not take any action by ordinance or resolution to annex any portion of the area described in Exhibit A, Charlotte waives the notice requirements of Paragraph 5(a). Under no circumstances may this Paragraph be construed to relieve Stallings of the obligation to give notice of any proposed annexation of any portion of the area described in Exhibit A. Charlotte may revoke the waiver described above by resolution of its governing body. Such waiver shall be effective on the date set forth in such resolution or ninety (90) days after a copy of such resolution is received by the Mayor of Stallings, whichever date is later.

6. From and after the effective date of this Agreement, no party may consider in any manner the annexation of any area in violation of the Act or this Agreement. From and after the effective date of this Agreement, no party may annex all or any portion of any area in violation of the Act or this Agreement.

7. a) Under no circumstances may this Agreement be construed to create any rights or obligations between Weddington and Marvin, between Weddington and Stallings or between Marvin and Stallings. It is the intent and purpose of the parties to create rights and obligations only between Charlotte and Weddington, between Charlotte and Marvin and between Charlotte and Stallings. Notwithstanding the foregoing, this Agreement shall not take effect until and unless it is duly approved and executed by all parties.

b) Except as herein expressly set forth, the Annexation Agreement between Charlotte and Weddington effective January 1, 1986 shall remain in full force and effect. The annexation *
agreement among Charlotte, Weddington and Marvin effective January 1, 1996 is terminated as of the effective date of this Agreement.

8. Nothing in the Act nor this Agreement shall be construed to authorize the annexation of any area which is not otherwise subject to annexation under applicable law.

9. Any party, which shall believe that a violation of the Act or this Agreement has occurred, shall have available to it all remedies and relief as authorized by the Act in addition to such remedies or relief as are authorized by other applicable law.

10. a) The provisions of this Agreement applicable to Charlotte and Weddington may only be amended or terminated upon the written agreement of Charlotte and Weddington, approved by the ordinance of their governing boards and executed by the Mayors of Charlotte and Weddington and spread upon their respective minutes.

b) The provisions of this Agreement applicable to Charlotte and Marvin may only be amended or terminated upon the written agreement of Charlotte and Marvin, approved by the ordinance of their governing boards and executed by the Mayors of Charlotte and Marvin and spread upon their respective minutes.

c) The provisions of this Agreement applicable to Charlotte and Stallings may only be amended or terminated upon the written agreement of Charlotte and Stallings, approved by the ordinance of their governing boards and executed by the Mayors of Charlotte and Stallings and spread upon their respective minutes.

11. There is currently some uncertainty as to the location of a portion of the Union County/Mecklenburg County Line (the "County Line"), and it is anticipated that the County Line could change in the future from its current location. If the location of the County Line is changed in accordance with applicable law:

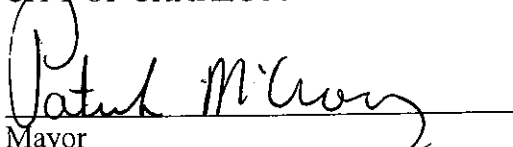
a) Nothing herein shall be deemed to affect the validity of any annexation by any party, the effective date of which preceded the effective date of the government action which changed the County Line;

b) The area that is described in Exhibits A and B shall be altered, upon the effective date of the change of the County Line and shall be governed by the location of the changed County Line, without the necessity of amending this Agreement; and



c) It is the intent of the parties that no annexation area subject to this Agreement should be located in both Mecklenburg and Union Counties ("Post Agreement Annexation Area"). If any change in the County Line occurs that results in any portion of a party's Post Agreement Annexation Area being located in both Mecklenburg and Union Counties, all parties agree to support and endorse the enactment of legislation by the North Carolina General Assembly as soon as reasonably possible that would cause the boundaries of any party's Post

Agreement Annexation Area to follow the changed County Line so that no Post Agreement Annexation Area is located in both Mecklenburg and Union Counties. Each party acknowledges that the provisions of this subparagraph are not enforceable, but that all remaining provisions of this Agreement are fully enforceable in accordance with their terms and applicable law.

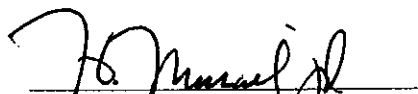
CITY OF CHARLOTTE


Mayor

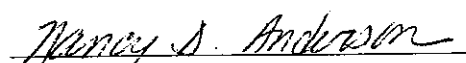
ATTEST:

 
City Clerk 7-15-04

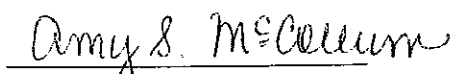
APPROVED AS TO FORM:


Senior Deputy City Attorney

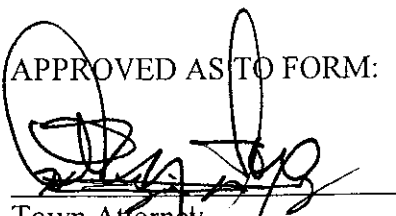
TOWN OF WEDDINGTON


Mayor

ATTEST:


Town Clerk

APPROVED AS TO FORM:


Town Attorney

VILLAGE OF MARVIN

Gordon J. Sullivan
Mayor

ATTEST:

M. J. [Signature]
Village Clerk

APPROVED AS TO FORM:
[Signature]
Village Attorney



TOWN OF STALLINGS

[Signature]
Mayor

ATTEST:

Marick Gomez
Town Clerk

APPROVED AS TO FORM:

[Signature]
Town Attorney

EXHIBIT A

That certain three mile wide portion of Mecklenburg County which is contiguous with the Union County/Mecklenburg County Line (the "County Line"), and extending in a generally Northwesterly direction into Mecklenburg County for a distance of three miles. The Northeasterly boundary of said portion is formed by a line which begins at the point of intersection of the northerly right-of-way margin of Pleasant Plains Road and the County Line and extends in a Northwesterly direction that is perpendicular to the portion of the County Line immediately adjacent to said point of intersection. The Northwesterly boundary of said portion is formed by a line which is Northwest of, parallel to and 3 miles distant from the County Line. The Southwesterly boundary of said portion is formed by the North Carolina/South Carolina State Line. The Southeasterly boundary of said portion is formed by the County Line.

EXHIBIT B

That certain three mile wide portion of Union County which is contiguous with the Union County/Mecklenburg County Line (the "County Line"), and extending in a generally Southeasterly direction into Union County for a distance of three miles. The Northeasterly boundary of said portion is formed by a line which begins at the point of intersection of the northerly right-of-way margin of Pleasant Plains Road and the County Line and extends in a Southeasterly direction that is perpendicular to the portion of the County Line immediately adjacent to said point of intersection. The Southeasterly boundary of said portion is formed by a line which is Southeast of, parallel to and 3 miles distant from the County Line. The Southwesterly boundary of said portion is formed by the North Carolina/South Carolina State Line. The Northwesterly boundary of said portion is formed by the County Line.

NORTH CAROLINA

MECKLENBURG AND UNION COUNTIES

ANNEXATION AGREEMENT

WHEREAS, the City of Charlotte (hereinafter “Charlotte”) and the Town of Weddington/Village of XXXX (hereinafter “Weddington-XXXX”), being a duly incorporated municipalities under the laws of the State of North Carolina, desire to eliminate uncertainty among residents and property owners in unincorporated areas adjacent to the participating municipalities and also to improve planning by public and private interests in such areas; and

WHEREAS, Part 6, Article 4A, Chapter 160A of the North Carolina General Statutes (hereinafter “Act”) authorizes municipalities to enter into agreements designating areas which are not subject to annexation by the participating municipalities.

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. This Agreement is executed pursuant to the authority of the Act.
2. This Agreement shall remain in effect for ten (10) years after its effective date.
3. a) Attached hereto and incorporated herein by reference is Exhibit A which describes a portion of Mecklenburg County. No portion of the area described in Exhibit A is subject to annexation by Weddington-XXXXXXX.
- b) Attached hereto and incorporated herein by reference is Exhibit B which describes a portion of Union County. No portion of the area described in Exhibit B is subject to annexation by Charlotte.
4. The effective date of this Agreement is July 1, 2014.
5. a) At least sixty (60) days before the adoption of any annexation ordinance by a party, the party which is considering annexation shall give notice to the other affected party of the proposed annexation. Such notice shall describe the area to be annexed by a legible map, clearly and accurately showing the boundaries of the area to be annexed in relation to: the

boundaries of the area which the annexing party has agreed not to annex pursuant to this Agreement; roads, streams, and any other prominent geographical features. Such notice shall not be effective for more than one hundred eighty (180) days.

b) Either party may waive, at its sole and absolute discretion, the notice requirements of Paragraph 6(a) above and the Act. Such waiver may be made by the party's governing body or by any official or employee of the party designated by resolution of the party's governing body; provided that, the Mayor of Charlotte is hereby duly authorized to waive said requirements on behalf of Charlotte; and provided further that, the ~~(Mayor of Weddington title of public official) for the Town/Village of XXXX~~ is hereby duly authorized to waive said requirements on behalf of ~~WeddingtonXXXXXX~~.

c) Any waiver authorized by Paragraph 5(b) above must be in writing and bear the signature of the waiving party's Mayor or the official or employee of the waiving party authorized to execute the waiver. If signed by an official or employee designated by a resolution of the party's governing body, the waiver shall be effective without further approval of such party's governing body. Any waiver shall only apply to the annexation described in said waiver. All notices or waivers required by the terms of this Agreement shall be sufficient if directed to and received by the Mayor of the party to whom such notice or waiver is directed.

d) So long as Charlotte does not take any action by ordinance or resolution to annex any portion of the area described in Exhibit B, ~~WeddingtonXXXX~~ waives the notice requirements of Paragraph 5(a). Under no circumstances may this Paragraph be construed to relieve Charlotte of the obligation to give notice of any proposed annexation of any portion of the area described in Exhibit B. ~~WeddingtonXXXX~~ may revoke the waiver described above by resolution of its governing body. Such waiver shall be effective on the date set forth in such resolution or ninety (90) days after a copy of such resolution is received by the Mayor of Charlotte, whichever date is later.

e) So long as ~~WeddingtonXXXX~~ does not take any action by ordinance or resolution to annex any portion of the area described in Exhibit A, Charlotte waives the notice requirements of Paragraph 5(a). Under no circumstances may this Paragraph be construed to relieve ~~WeddingtonXXXX~~ of the obligation to give notice of any proposed annexation of any portion of the area described in Exhibit A. Charlotte may revoke the waiver described above by resolution of its governing body. Such waiver shall be effective on the date set forth in such resolution or

ninety (90) days after a copy of such resolution is received by the Mayor of ~~WeddingtonXXXX~~, whichever date is later.

6. From and after the effective date of this Agreement, neither party may consider in any manner the annexation of any area in violation of the Act or this Agreement. From and after the effective date of this Agreement, neither party may annex all or any portion of any area in violation of the Act or this Agreement.

7. Nothing in the Act or this Agreement shall be construed to authorize the annexation of any area which is not otherwise subject to annexation under applicable law.

8. Any party, which shall believe that a violation of the Act or this Agreement has occurred, shall have available to it all remedies and relief as authorized by the Act in addition to such remedies or relief as are authorized by other applicable law.

9. The provisions of this Agreement may only be amended or terminated upon the written agreement of the parties, approved by the ordinance of their governing boards and executed by their respective Mayors and spread upon their respective minutes.

13. The parties acknowledge that development occurring along the Mecklenburg/Union County line ("County Line") has resulted in some developed lots and tracts being split by the County Line. The parties anticipate that additional development along the County Line may occur with similar results. The parties acknowledge the need from time to time to re-consider the appropriateness of using the County Line as the limit of their respective corporate boundaries under all circumstances. Notwithstanding the terms of this Agreement, it is understood and agreed that any of the parties may propose to amend this Agreement to permit one of the Union County parties to annex one or more lots and tracts in Mecklenburg County and to permit Charlotte to annex one or more lots and tracts in Union County under circumstances that the parties agree are appropriate. Each party acknowledges that the provisions of this paragraph are not enforceable, but that all remaining provisions of this Agreement are fully enforceable in accordance with their terms and applicable law.

CITY OF CHARLOTTE

Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney

TOWN ~~OF WEDDINGTON/VILLAGE OF XXXX~~

Mayor

ATTEST:

Town/Village Clerk

APPROVED AS TO FORM:

Town/Village Attorney

EMAIL FROM APPLICANT REQUESTING DEFERRAL

From: Mark Kime [<mailto:MKime@landdesign.com>]

Sent: Tuesday, June 03, 2014 2:08 PM

To: Julian Burton

Subject: 1014057 - The Falls at Weddington

Julian,

Please defer the Text Amendment request regarding a modification in side yard setback requirements for The Falls at Weddington from the June Town Council Meeting Agenda until the July 14th meeting of the Town Council.

Thank you.

Mark E. Kime, RLA

Landscape Architect | Charlotte | (o) 704.333.0325 x. 2235 | (f) 704.332.3246 | (c) 704.293.5289

Charlotte | Washington DC | Raleigh | Dallas

LandDesign.com | [@LandDesignInc](https://www.instagram.com/LandDesignInc)

**TOWN OF WEDDINGTON
BUDGET
FYE 6/30/2015**

Revenues		
Ad Valorem Taxes		1,055,250
State-Collected Revenues		713,750
Zoning and Subdivision		102,500
Other Revenues		9,000
Total Revenues		1,880,500
Operating Expenditures		
Administrative		541,300
Planning and Zoning		187,175
General Government		1,152,025
Total Expenditures		1,880,500

**TOWN OF WEDDINGTON
PRELIMINARY BUDGET
FY2015**

	ACTUAL AS OF 6/30/2013	ACTUAL AS OF 5/31/2014	PROJECTED FY2014 BASED ON 5/31/2014 BALANCES	FY 2014 PROPOSED AMENDED BUDGET	\$0.052 Tax FY 2015 PROPOSED BUDGET
REVENUE:					
10-3101-110 AD VALOREM TAX - CURRENT	980,495.83	994,301.56	994,449.38	980,000.00	990,000.00
10-3102-110 AD VALOREM TAX - 1ST PRIOR YR	3,843.62	7,569.57	7,569.57	7,000.00	7,000.00
10-3103-110 AD VALOREM TAX - NEXT 8 YRS PRIOR	2,458.32	4,174.96	4,174.96	4,000.00	2,000.00
10-3110-121 AD VALOREM TAX - MOTOR VEH CURRENT	52,387.00	72,305.93	81,305.93	60,000.00	54,000.00
10-3115-180 TAX INTEREST	2,349.94	2,534.71	2,550.00	2,250.00	2,250.00
10-3231-220 LOCAL OPTION SALES TAX REV - ART 39	159,980.12	202,149.33	282,149.33	250,000.00	275,000.00
10-3322-220 BEER & WINE TAX	38,771.81	42,142.01	42,142.01	38,750.00	38,750.00
10-3324-220 UTILITY FRANCHISE TAX	403,867.20	300,581.74	404,581.74	400,000.00	400,000.00
10-3340-400 ZONING & PERMIT FEES	29,490.00	32,665.00	35,165.00	25,000.00	25,000.00
10-3350-400 SUBDIVISION FEES	82,625.00	109,680.00	138,400.00	78,750.00	77,500.00
10-3830-891 MISCELLANEOUS REVENUES	3,457.00	2,375.00	2,575.00	1,500.00	1,500.00
10-3831-491 INVESTMENT INCOME	13,980.00	4,854.83	6,254.83	7,000.00	7,500.00
TOTAL REVENUE	1,773,705.84	1,775,334.64	2,001,317.75	1,854,250.00	1,880,500.00
GENERAL GOVERNMENT EXPENDITURE:					
10-4110-126 FIRE DEPT SUBSIDIES	724,550.00	689,906.25	752,625.00	752,625.00	752,625.00
10-4110-127 FIRE DEPT CAPITAL	256,429.41	5,850.00	715,850.00	725,000.00	
10-4110-128 POLICE PROTECTION	232,161.00	242,888.00	242,888.00	243,500.00	243,850.00
10-4110-192 ATTORNEY FEES	78,704.44	103,020.06	130,020.06	140,000.00	125,000.00
10-4110-195 ELECTION EXPENSE	1,899.50	7,673.21	8,173.21	8,500.00	5,000.00
10-4110-340 EVENTS & PUBLICATIONS	9,469.77	6,168.72	6,168.72	6,500.00	9,000.00
10-4110-341 WEDDINGTON FESTIVAL		1,429.60	3,500.00	4,000.00	5,000.00
10-4110-342 HOLIDAY/TREE LIGHTING		4,262.57	4,500.00	5,240.00	6,500.00
10-4110-343 EASTER EGG HUNT		358.54	500.00	500.00	500.00
10-4110-344 OTHER COMMUNITY EVENTS		136.10	250.00	510.00	750.00
10-4110-495 OUTSIDE AGENCY FUNDING	2,356.60	3,577.78	3,600.00	3,600.00	3,800.00
TOTAL GENERAL GOVT EXPENDITURE	1,305,570.72	1,065,270.83	1,868,074.99	1,889,975.00	1,152,025.00
ADMINISTRATIVE EXPENDITURE:					
10-4120-121 SALARIES - CLERK	68,110.69	67,940.33	71,887.65	73,500.00	69,700.00
10-4120-123 SALARIES - TAX COLLECTOR	34,279.94	36,620.29	38,825.66	43,500.00	42,225.00
10-4120-124 SALARIES - FINANCE OFFICER	8,187.93	13,241.28	14,147.53	15,000.00	10,875.00

**TOWN OF WEDDINGTON
PRELIMINARY BUDGET
FY2015**

	ACTUAL AS OF 6/30/2013	ACTUAL AS OF 5/31/2014	PROJECTED FY2014 BASED ON 5/31/2014 BALANCES	FY 2014 PROPOSED AMENDED BUDGET	\$0.052 Tax FY 2015 PROPOSED BUDGET
10-4120-125 SALARIES - MAYOR & TOWN COUNCIL	21,000.00	21,350.00	23,450.00	25,200.00	25,200.00
10-4120-181 FICA EXPENSE	10,301.98	10,581.97	11,864.87	13,000.00	12,000.00
10-4120-182 EMPLOYEE RETIREMENT	15,102.68	15,847.80	16,607.00	16,500.00	17,625.00
10-4120-183 EMPLOYEE INSURANCE	17,758.07	19,978.62	21,794.86	22,000.00	23,275.00
10-4120-184 EMPLOYEE LIFE INSURANCE	343.56	327.60	357.38	400.00	375.00
10-4120-185 EMPLOYEE S-T DISABILITY	276.00	264.00	288.00	325.00	300.00
COLA/MERIT ADJUSTMENTS					5,500.00
10-4120-191 AUDIT FEES	8,000.00	8,000.00	8,000.00	8,000.00	8,500.00
10-4120-193 CONTRACT LABOR	2,243.75	1,105.00	3,500.00	3,500.00	23,000.00
10-4120-200 OFFICE SUPPLIES - ADMIN	7,858.12	13,056.99	35,156.99	32,000.00	25,500.00
10-4120-210 PLANNING CONFERENCE	336.06	2,029.46	1,000.00	2,000.00	2,500.00
10-4120-321 TELEPHONE - ADMIN	3,064.39	2,633.73	3,160.48	4,000.00	4,000.00
10-4120-325 POSTAGE - ADMIN	3,187.35	2,233.21	3,021.71	4,200.00	4,200.00
10-4120-331 UTILITIES - ADMIN	3,310.20	2,842.39	3,410.87	4,725.00	4,725.00
10-4120-351 REPAIRS & MAINTENANCE - BUILDING	33,851.06	17,996.89	29,100.00	34,500.00	20,000.00
10-4120-352 REPAIRS & MAINTENANCE - EQUIPMENT	59,148.54	54,569.27	57,609.27	55,000.00	58,000.00
10-4120-354 REPAIRS & MAINTENANCE - GROUNDS	36,061.00	51,969.80	60,114.80	53,000.00	52,950.00
10-4120-355 REPAIRS & MAINTENANCE - PEST CONTRL	1,390.00	440.00	860.00	1,250.00	1,000.00
10-4120-356 REPAIRS & MAINTENANCE - CUSTODIAL	5,352.00	4,100.00	5,420.00	6,250.00	6,250.00
CONTINGENCY					74500
10-4120-370 ADVERTISING - ADMIN	901.05	1,000.89	1,000.00	1,000.00	1,000.00
10-4120-397 TAX LISTING & TAX COLLECTION FEES	951.27	309.82	1,000.00	1,000.00	1,000.00
10-4120-400 ADMINISTRATIVE:TRAINING	1,753.00	3,690.25	4,000.00	4,100.00	4,100.00
10-4120-410 ADMINISTRATIVE:TRAVEL	5,739.91	7,565.95	8,000.00	8,000.00	6,500.00
10-4120-450 INSURANCE	10,153.35	11,521.38	11,500.00	11,500.00	12,000.00
10-4120-491 DUES & SUBSCRIPTIONS	18,694.00	15,885.10	16,680.10	21,000.00	18,000.00
10-4120-498 GIFTS & AWARDS	430.21	454.93	1,500.00	1,500.00	1,500.00
10-4120-499 MISCELLANEOUS	1,483.42	4,607.17	4,100.00	5,000.00	5,000.00
TOTAL ADMINISTRATIVE EXPENDITURE	379,269.53	392,164.12	457,357.16	470,950.00	541,300.00
PLANNING & ZONING EXPENDITURE:					
10-4130-121 SALARIES - ZONING ADMINISTRATOR	62,002.39	56,569.65	60,962.41	61,000.00	55,350.00
10-4130-122 SALARIES - ASST ZONING ADMINISTRATR	1,309.70	2,550.03	3,225.00	3,500.00	2,000.00

**TOWN OF WEDDINGTON
PRELIMINARY BUDGET
FY2015**

	ACTUAL AS OF 6/30/2013	ACTUAL AS OF 5/31/2014	PROJECTED FY2014 BASED ON 5/31/2014 BALANCES	FY 2014 PROPOSED AMENDED BUDGET	\$0.052 Tax FY 2015 PROPOSED BUDGET
10-4130-123 SALARIES - RECEPTIONIST	19,207.83	18,394.61	19,438.23	21,500.00	23,500.00
10-4130-124 SALARIES - PLANNING BOARD	15,800.00	14,500.00	15,818.18	16,500.00	5,200.00
10-4130-125 SALARIES - SIGN REMOVAL	4,876.44	4,530.39	4,942.24	5,000.00	5,000.00
10-4130-181 FICA EXPENSE - P&Z	7,894.37	7,393.93	8,350.89	10,660.00	9,000.00
10-4130-182 EMPLOYEE RETIREMENT - P&Z	11,986.88	11,365.80	12,060.10	12,700.00	12,000.00
10-4130-183 EMPLOYEE INSURANCE	19,620.00	19,113.37	20,876.37	22,500.00	25,000.00
10-4130-184 EMPLOYEE LIFE INSURANCE	271.32	219.24	242.48	325.00	300.00
10-4130-185 EMPLOYEE S-T DISABILITY	120.00	108.00	120.00	215.00	150.00
COLA/MERIT ADJUSTMENTS					1,000.00
10-4130-193 CONSULTING	4,442.76	3,057.90	7,500.00	12,000.00	10,000.00
10-4130-194 CONSULTING - COG	2,890.78	1,800.00	2,400.00	2,500.00	14,250.00
10-4130-200 OFFICE SUPPLIES - PLANNING & ZONING	3,670.47	4,938.96	5,926.75	7,000.00	5,000.00
10-4130-201 ZONING SPECIFIC OFFICE SUPPLIES		7,967.16	9,000.00	9,000.00	2,500.00
10-4130-215 HISTORIC PRESERVATION			839.60	1,000.00	3,000.00
10-4130-220 TRANSPORTATION & IMPROVEMENTS		9,000.00	9,000.00	9,000.00	0.00
10-4130-321 TELEPHONE - PLANNING & ZONING	3,064.50	2,633.78	3,511.71	4,000.00	4,000.00
10-4130-325 POSTAGE - PLANNING & ZONING	2,987.13	2,106.72	3,021.71	4,200.00	4,200.00
10-4130-331 UTILITIES - PLANNING & ZONING	3,310.23	2,867.54	3,441.05	4,725.00	4,725.00
10-4130-370 ADVERTISING - PLANNING & ZONING	543.61	742.71	750.00	1,000.00	1,000.00
TOTAL PLANNING & ZONING EXPENDITURE	163,998.41	169,859.79	191,426.72	208,325.00	187,175.00
 TOTAL EXPENDITURES	 1,848,838.66	 1,627,294.74	 2,516,858.86	 2,569,250.00	 1,880,500.00
 NET REVENUES/(EXPENDITURES)	 -75,132.82	 148,039.90	 \$ (515,541.11)	 \$ (715,000.00)	 0.00
		Without fire station purchase	194458.89		

1 cent tax = approximately \$190,000.00

**TOWN OF WEDDINGTON
NON-OPERATING EXPENDITURES**

**FY2015
@ 5.2 cents**

Proposed non-recurring revenues

Zoning & Permit Fees	10,000.00
Subdivision Fees	
Currently in discussions	62,500.00
Future unidentified	10,000.00

Proposed non-operating expenditures to be funded

PVFD	573,825.00
Audit fees	6,000.00
WCVFD	124,800.00
Estimated increase for additional territory	11,185.00
Stallings VFD	48,000.00
Estimated decrease for territory transfer to WCVFD	(11,185.00)
Police	
Increase in contract price (1.2%)	2,850.00
Laptop	1,000.00
Public Safety	
CERT training materials	1,500.00
Other	500.00
Attorney	
Litigation	30,000.00
Outside agency	
Urban forester (6.2% increase)	3,800.00
Publications	
Newsletter (publish 6 times versus 4)	3,000.00
Parks & Rec	
Easter Egg Hunt	500.00
Festival -- upfront money	3,500.00
Festival -- net	1,500.00
Historic committee	500.00
Tree lighting	6,500.00
Litter sweeps	250.00
Litter sweep signs and vests (one-time)	500.00
Office supplies	
Street banners	6,500.00
Grounds maintenance	
Town Hall landscaping	
Medians landscaping	10,000.00
Winter maintenance & mulching (every other year)	1,950.00
Roundabout lighting/landscaping	5,000.00

**TOWN OF WEDDINGTON
NON-OPERATING EXPENDITURES**

**FY2015
@ 5.2 cents**

Building	Garage renovation	5,000.00
Maintenance	Renovation of deputies office	5,000.00
Technology	Website design	8,000.00
	Upgraded recording software for new laptop	1,945.00
Consulting/	Historian - expense stipends	2,500.00
Contract Labor	Code Enforcement	11,250.00
	Retreat mediator	1,500.00
	Fire consultant	10,000.00
Salary adj	COLA/Merit/Bonus/Taxes/Benefits - 3%	6,500.00
	Planning board	(12,300.00)
Contingency	Fund Balance Reimbursement	74,500.00
Total cost of non-operating expenditures		945,870.00

FUND BALANCE ASSIGNMENTS

Capital Projects	
Fire Service	\$200,000
Town Hall -- Buildings	\$30,000
Town Hall -- Sidewalks	\$6,000

EXPENDITURE TO TAX RATE ANALYSIS

	Total Expenditure	Tax Rate Equivalent
Public Safety		
Fire	752,625.00	3.71
Police	243,850.00	1.20
Admin/Planning & Zoning/Other	884,025.00	4.36
TOTAL EXPENDITURES	1,880,500.00	

**TOWN OF WEDDINGTON, NORTH CAROLINA
2014-2015 GENERAL FUND BUDGET ORDINANCE
O-2014-06**

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, 2014 and ending June 30, 2015, according to the following summary and schedules:

SUMMARY

<u>FUND</u>	<u>ESTIMATED REVENUES</u>	<u>FUND BALANCE APPROPRIATION</u>	<u>TOTAL APPROPRIATION</u>
General	\$1,880,500	\$0	\$1,880,500

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	\$ 541,300
Planning & Zoning	187,175
General Government	<u>1,152,025</u>
TOTAL APPROPRIATIONS – GENERAL FUND	<u>\$1,880,500</u>

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, 2014 and ending June 30, 2015 to meet the foregoing General Fund appropriations:

<u>REVENUE SOURCE</u>	<u>AMOUNT</u>
Ad Valorem Taxes	\$1,055,250
State-Collected Revenues	713,750
Zoning and Subdivision Revenues	102,500
Other Revenues	<u>9,000</u>

TOTAL REVENUE GENERAL FUND \$1,880,500

APPROPRIATION FROM FUND BALANCE \$ 0

Section 4. There is hereby levied for the fiscal year ending June 30, 2015 the following rate of taxes on each (\$100) assessed valuation of taxable property as listed as of January 1, 2014 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 \$0.052

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 \$5,000), are to be approved in accord with the adopted budget. The Finance Officer will maintain a list of approved capital outlay items.

Adopted this 9^h day of June, 2014.

Bill Deter, Mayor

Attest:

Amy S. McCollum, Town Clerk

STATE OF NORTH CAROLINA
COUNTY OF UNION

FIRE SUPPRESSION CONTRACT

THIS CONTRACT, made and entered into this 1st day of July, ~~2012~~2014, by and between the Town of Weddington, a municipal corporation, hereinafter referred to as “Town”, and the Stallings Volunteer Fire and Rescue Department, Inc., a duly organized rural fire department, hereinafter referred to as “Department”.

WITNESSETH:

WHEREAS, the Town of Weddington desires to provide fire protection to its citizens through contracting with a duly organized fire department: and

WHEREAS, the Stallings Volunteer Fire Department as a fully organized rural fire department has the ability to provide fire protection to portions of the Town of Weddington as shown in Exhibit “A” attached, and desires to provide said fire protection.

NOW THEREFORE, the Town and the Department hereby contract for fire service to the territory described in Exhibit “A” hereof, according to the following terms and conditions:

1. **Service Responsibility- Fire Suppression Service.** The Department’s units and personnel shall be routinely dispatched by the Union County Emergency Communications Center to all fire emergencies in the territory set forth in Exhibit “A”.

The Department shall record and maintain an Alarm Record of each incident within the Town in accordance with State requirements.

It shall be the responsibility of the Department to equip and train its fire fighters in a manner consistent with applicable regulations of the Occupational Safety and Health Administration of the U.S. Department of Labor, and as required by the North Carolina Fireman’s Association and North Carolina Department of Insurance.

2. **Service Responsibility – Emergency Medical.** The Town does not provide emergency medical services within its current limits, this being a function of Union County. Therefore, the Department will provide whatever emergency medical services in the territory that it was providing prior to this agreement and subject to any agreement Department may have with Union County.
3. **Maintenance.** The Department shall be responsible for continuing its customary maintenance activities.
4. **Response Time.** The Department’s response time is expected to continue to be immediate and in the most professional manner possible. The response times shall be consistent with present response times of the Department to the subject territory.
5. **Terms.** This agreement shall commence on the date this agreement is signed and shall be in effect for a period of one year from said commencement date, after which

time this agreement shall automatically renew from year to year, on each anniversary date, for successive periods of one (1) year each until such time as it shall be terminated by either party. The parties mutually covenant and agree that this contract for Fire Service may be terminated with or without cause by either party at any time upon (30) days written notice to the other party.

6. **Assumption of Responsibility.** The Department agrees to assume full responsibility in its provision of fire suppression and rescue services as required hereunder. The Department shall assume all liability and responsibility for the death of or injury of any personnel of its command, providing services hereunder, and shall hold the Town harmless on account of any liability for property damaged or destroyed, or persons injured or killed, while responding to, at the actual scene, or returning from any fire, rescue, emergency, civil disorder, holocaust, conflagration or natural disaster due to fire fighting and rescue operations, fire control tactics and strategy or other operations as may be required.

Department shall assume all responsibility and liability for damage to its own apparatus and equipment. The executions of this Contract shall not be construed to be an assumption of any liability on the part of the Town. Department agrees to carry general liability insurance in the amount of \$1,000,000.00 single limit. The Department shall annually provide a Certificate of Insurance to the Town as evidence of continuous insurance coverage during the term of this Contract.

The Stallings Volunteer Fire Department shall have primary authority on all calls in the territory set forth in Exhibit "A". This primary authority shall not violate any requirements of the North Carolina Department of Insurance.

7. **Nondiscrimination Guarantees.** In consideration of the signing of this Contract, the Department for itself, its agents, officials, employees, and servants agree not to discriminate in any manner on the basis of race, color, sex, creed, handicap, or national origin with reference to the subject matter of this contract, no matter how remote.
8. **Compensation.** The Town shall compensate the Department in the amount of \$3,067.92~~4000~~ per month to be paid on or before the 15th day of each month.

IN WITNESS WHEREOF, each party has caused this agreement to be executed by its duly authorized officials(s) as of the day and year first above written.

TOWN OF WEDDINGTON

Bill DeterWalker—Davidson,

Mayor
Attest:

Amy S. McCollum, Town Clerk

STALLINGS VFD, INC.

President

Attest:

Secretary

Stallings Fire District

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Fire Departments

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Centerlines

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Fire Districts

Mileage

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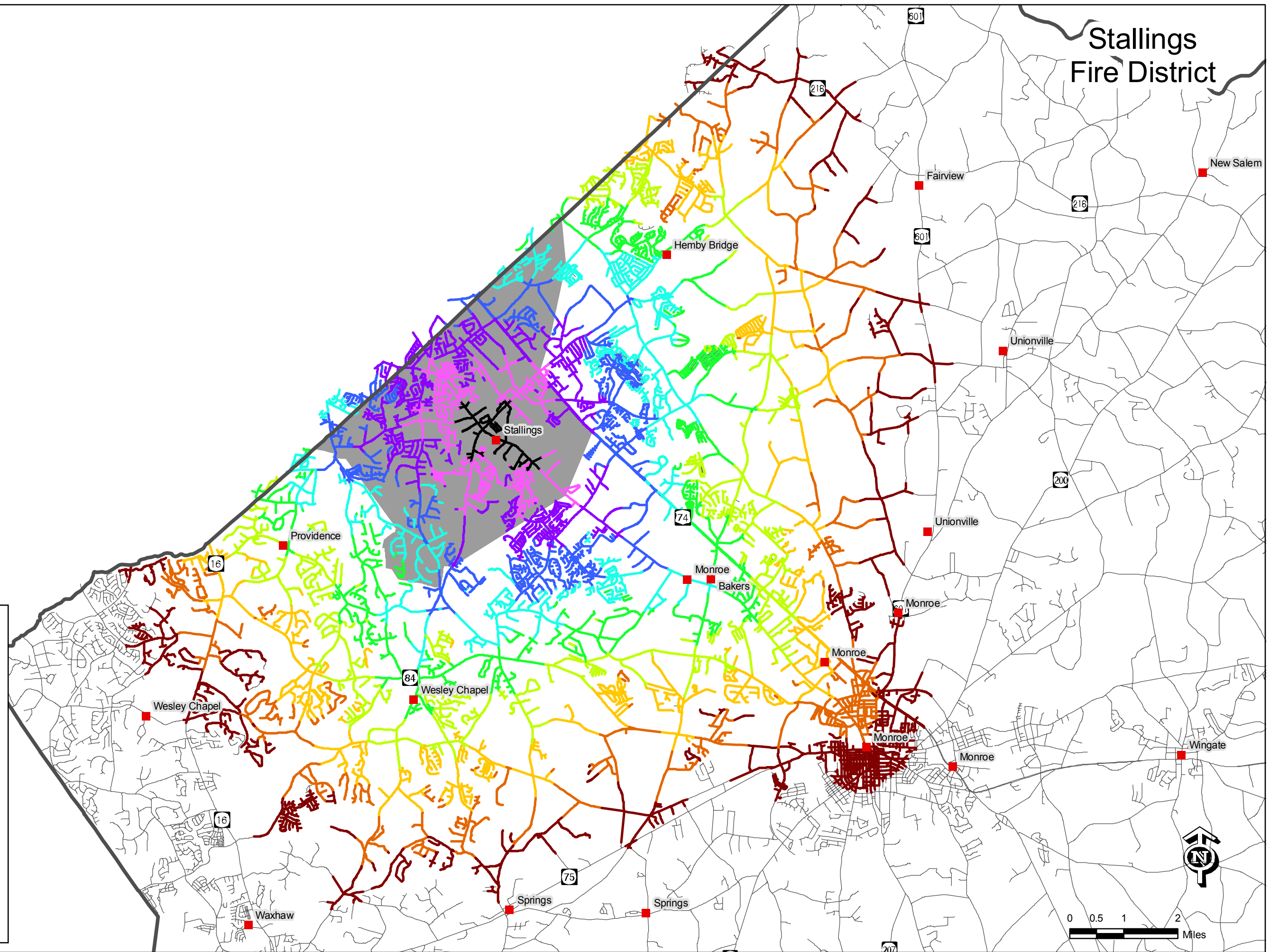
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STATE OF NORTH CAROLINA
COUNTY OF UNION

FIRE SUPPRESSION CONTRACT

THIS CONTRACT, made and entered into this 1st day of July, 2014², by and between the Town of Weddington, a municipal corporation, hereinafter referred to as “Town”, and the Wesley Chapel Volunteer Fire Department, a duly organized rural fire department, hereinafter referred to as “Department”.

WITNESSETH:

WHEREAS, the Town of Weddington desires to provide fire protection to its citizens through contracting with a duly organized fire department: and

WHEREAS, the Wesley Chapel Volunteer Fire Department as a fully organized rural fire department has the ability to provide fire protection to portions of the Town of Weddington as shown in Area 4 of Exhibit “A” attached, and desires to provide said fire protection.

NOW THEREFORE, the Town and the Department hereby contract for fire service to the territory described in Area 4 of Exhibit “A” hereof, according to the following terms and conditions:

1. **Service Responsibility - Fire Suppression Service.** The Department’s units and personnel shall be routinely dispatched by the Union County Emergency Communications Center to all fire emergencies in Area 4 in Exhibit “A”.

The Department shall record and maintain an Alarm Record of each incident within the Town in accordance with State requirements.

It shall be the responsibility of the Department to equip and train its fire fighters in a manner consistent with applicable regulations of the Occupational Safety and Health Administration of the U.S. Department of Labor, and as required by the North Carolina Fireman’s Association and North Carolina Department of Insurance.

2. **Service Responsibility – Emergency Medical.** The Town does not provide emergency medical services within its current limits, this being a function of Union County. Therefore, the Department will provide whatever emergency medical services in the territory that it was providing prior to this agreement and subject to any agreement Department may have with Union County.
3. **Maintenance.** The Department shall be responsible for continuing its customary maintenance activities.
4. **Response Time.** The Department’s response time is expected to continue to be immediate and in the most professional manner possible. The response times shall be consistent with present response times of the Department to the subject territory.

5. **Terms.** This agreement shall commence on the date this agreement is signed and shall be in effect for a period of one year from said commencement date, after which time this agreement shall automatically renew from year to year, on each anniversary date, for successive periods of one (1) year each until such time as it shall be terminated by either party. The parties mutually covenant and agree that this contract for Fire Service may be terminated with or without cause by either party at any time upon (30) days written notice to the other party.

6. **Assumption of Responsibility.** The Department agrees to assume full responsibility in its provision of fire suppression and rescue services as required hereunder. The Department shall assume all liability and responsibility for the death of or injury of any personnel of its command, providing services hereunder, and shall hold the Town harmless on account of any liability for property damaged or destroyed, or persons injured or killed, while responding to, at the actual scene, or returning from any fire, rescue, emergency, civil disorder, holocaust, conflagration or natural disaster due to fire fighting and rescue operations, fire control tactics and strategy or other operations as may be required.

Department shall assume all responsibility and liability for damage to its own apparatus and equipment. The executions of this Contract shall not be construed to be an assumption of any liability on the part of the Town. Department agrees to carry general liability insurance in the amount of \$1,000,000.00 single limit. The Department shall annually provide a Certificate of Insurance to the Town as evidence of continuous insurance coverage during the term of this Contract.

The Wesley Chapel Volunteer Fire Department shall have primary authority on all calls in the territory set forth in Area 4 in Exhibit "A". This primary authority shall not violate any requirements of the North Carolina Department of Insurance.

7. **Nondiscrimination Guarantees.** In consideration of the signing of this Contract, the Department for itself, its agents, officials, employees, and servants agree not to discriminate in any manner on the basis of race, color, sex, creed, handicap, or national origin with reference to the subject matter of this contract, no matter how remote.

8. **Compensation.** The Town shall compensate the Department in the amount of \$1~~10,332.08~~400 per month to be paid on or before the 15th day of each month.

IN WITNESS WHEREOF, each party has caused this agreement to be executed by its duly authorized official(s) as of the day and year first above written.

TOWN OF WEDDINGTON

Mayor

Attest:

Amy S. McCollum, Town Clerk

Bill Deter~~Walker F. Davidson,~~

WESLEY CHAPEL VFD

President of VFD

Attest:

Secretary of VFD

Wesley Chapel (Station 26) Fire District

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Fire Departments

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Centerlines

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Fire Districts

Mileage

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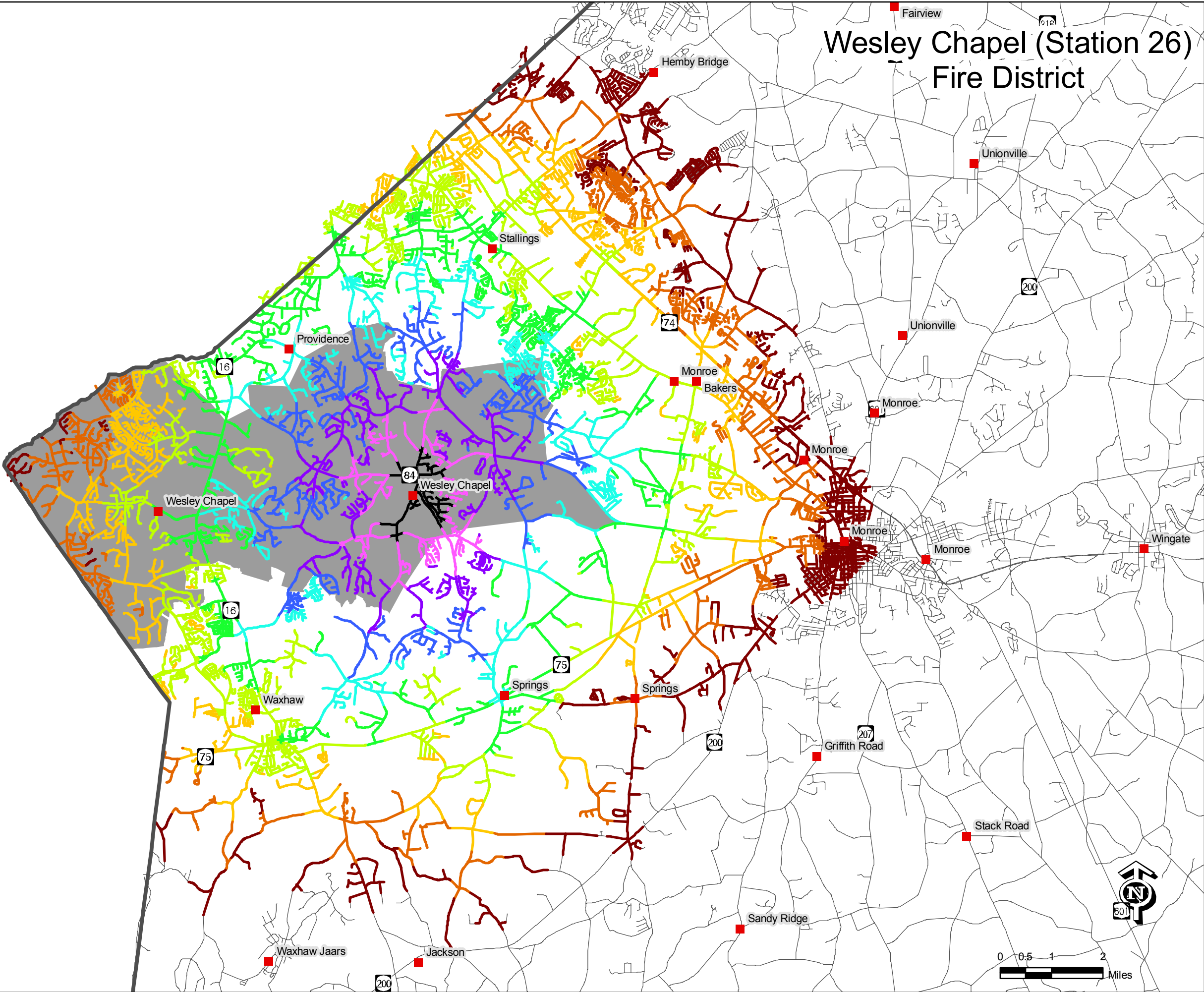
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Wesley Chapel (Station 31) Fire District

Fire Departments

Centerlines

Fire Districts

Mileage

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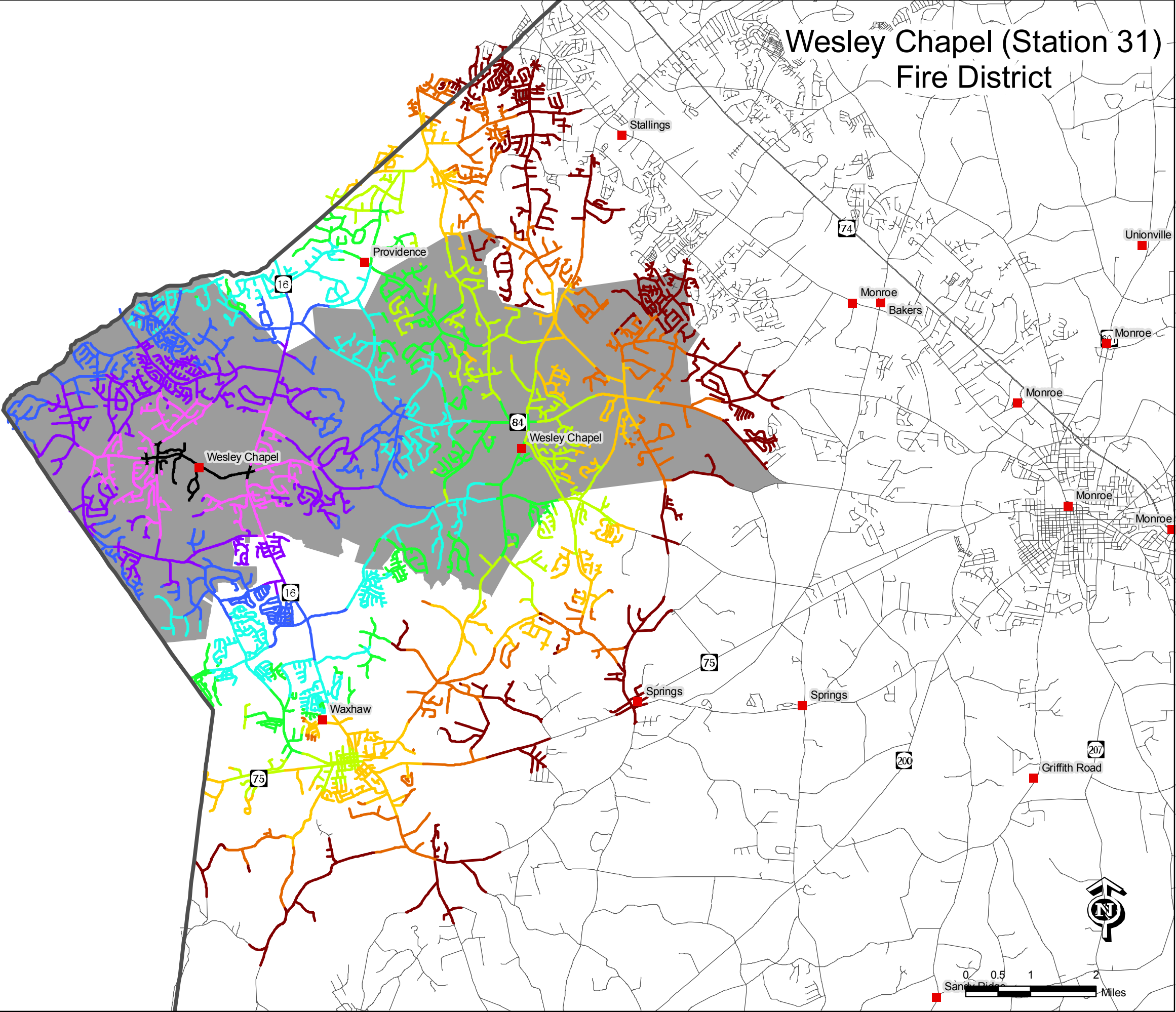
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Providence Fire District

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Fire Departments

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Centerlines

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Fire Districts

Mileage

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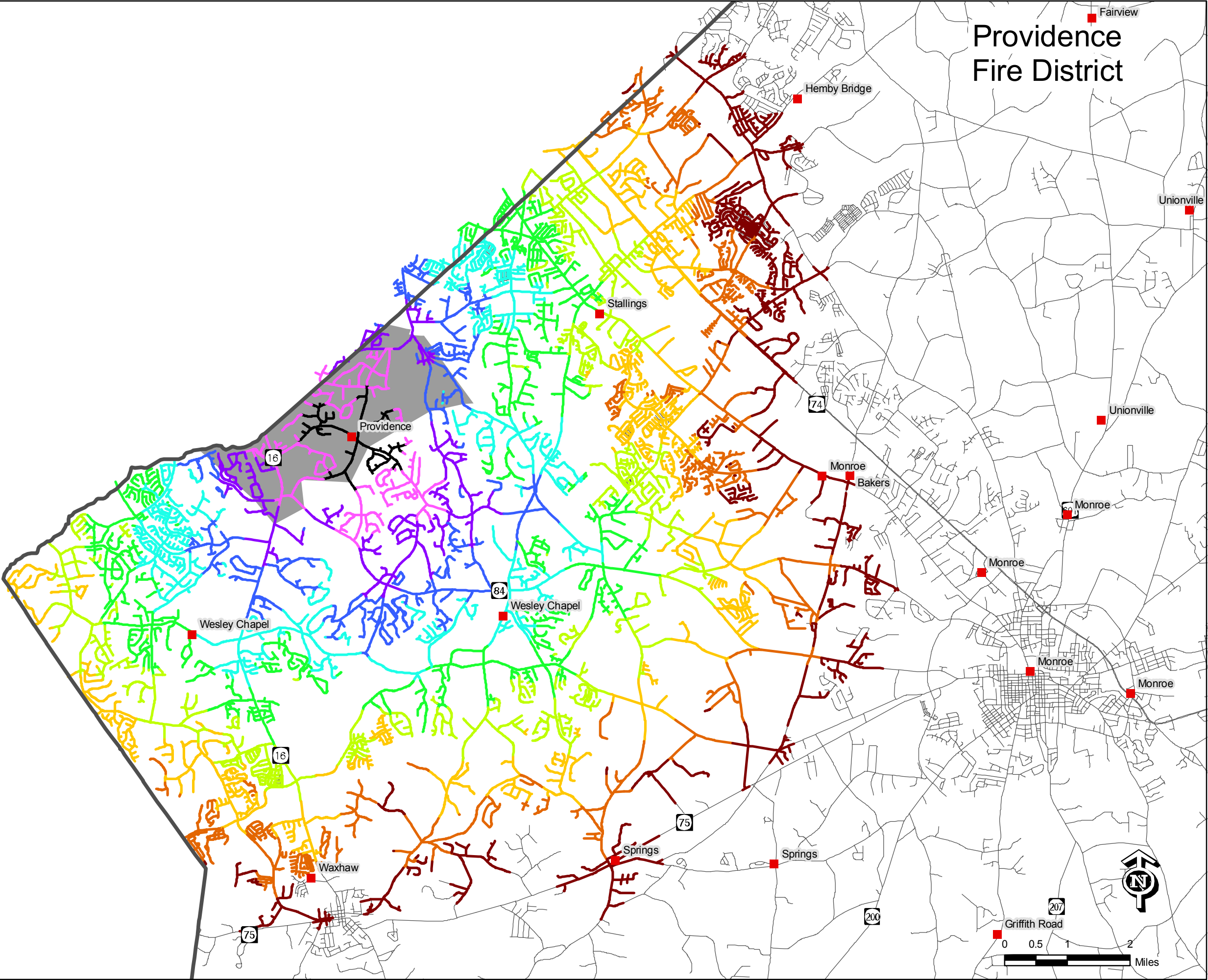
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TOWN OF WEDDINGTON
FIRE DISTRICT ANALYSIS
AS OF 4/30/14

	TAX VALUE PER GIS	FY2014 WESLEY CHAPEL COMPENSATION	TAX RATE EQUIVALENT	FY2014 STALLINGS COMPENSATION	TAX RATE EQUIVALENT
WC 1 (Original pink area)	538,796,510	124,800	2.32		
WC 2 (Small area)	48,288,530	11,185	2.32	15,133	3.13
Total Wesley Chapel	587,085,040	135,985	2.32		
Stallings 1 (Striped area)	72,022,670	16,682	2.32	22,571	3.13
Stallings 2 (Northern-most)	32,850,560			10,295	3.13
Total Stallings	104,873,230			48,000	3.13
Entire Area (WC + Stallings)	691,958,270				
Total Providence	1,320,305,000				
Total Town of Weddington	2,012,263,270				
Total Compensation for Areas Questioned		27,867		37,705	

PROPERTY VALUES AS OF MAY 2013	
Providence	1,277,690,410
Wesley Chapel	603,948,550
Stallings	115,698,610
Total	1,997,337,570

TOWN OF WEDDINGTON

MEMORANDUM

TO: Mayor and Town Council

FROM: Amy S. McCollum, Town Administrator

DATE: June 5, 2014

SUBJECT: Landscaping Agreements

Please find attached updated landscaping agreements with Daryl's Lawn Care for the Town Hall and Medians. Listed below is what has changed in each agreement:

Town Hall

- Term - The term of the Agreement shall be for a period of one (1) year, beginning July 1, 2014 and ending June 30, 2015 (the "Term"). This Agreement shall automatically renew for additional one year terms, up to a maximum of two additional years.
- Costs - \$415.00 to \$435.00
- Added or Changed Duties:
 - Maintenance of traffic circle
 - Mulch with hardwood mulch instead of pine needles/mulch and the dates mulching will occur

Medians

- Term - The term of the Agreement shall be for a period of one (1) year, beginning July 1, 2014 and ending June 30, 2015 (the "Term"). This Agreement shall automatically renew for additional one year terms, up to a maximum of two additional years.
- Costs - \$2,300 to \$2,900
- Added or Changed Duties:
 - Grass will be cut as needed instead of bi-weekly.
 - Shrubs and trees will be trimmed one time per year.
 - Shrubbery trimming will include dead heading daylilies but not include ornamental grasses.
 - Fertilize all trees and shrubbery once annually. This will occur in early spring.
 - Maintain median at intersection of Matthews-Weddington Road and Tilley Morris Road. This would include weed control with herbicide.
 - Mulch all medians and tree beds one time bi-annually. Mulching will be done between December 2015 to February 28, 2016. Mulching will be applied at minimum of 4" in depth. (\$10,150.00) – This price is based on market value of mulch as of 2014 at \$24 per yard. This price may change by December 2015 due to additional square footage of beds or mulch price increase per yard.

LANDSCAPING AGREEMENT

This Landscaping Agreement (the "Agreement") is entered this the 19th day of September, 2014 by and between TOWN OF WEDDINGTON, a municipal corporation organized and existing under the laws of the State of North Carolina (the "Town") and DARYL MATTHEWS D/B/A DARYL'S LAWN CARE (the "Contractor") (collectively, the "Parties").

WITNESSETH:

WHEREAS, the Town desires to contract with the Contractor for the provision of certain landscaping and maintenance services on Highway 84, Highway 16, Hemby Road and Rea Road, as more particularly described in Exhibit A, (the "Services"), which is incorporated by reference as if fully set forth herein;

WHEREAS, the Contractor wishes to contract with the Town to provide the Services;
and

WHEREAS, the Town and the Contractor desire to reach an agreement for the Contractor to provide the Services subject to the terms and conditions of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual promises and covenants contained in this Agreement, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. Term. The term of the Agreement shall be for a period of one (1) year, beginning July 1 ~~September 19~~, 2014 and ending June 30, 2015 (the "Term"). This Agreement shall automatically renew for additional one year terms, up to a maximum of two additional years.

2. Scope of Services. During the Term, Contractor shall care for and maintain the shoulders and medians for areas described in Exhibit B. All Services rendered shall be completed with the highest standard of care and workmanship prevailing in the field of landscape maintenance in the general geographic area in which the Town is located. The Contractor agrees to perform the Services set forth on "Exhibit A" as attached.

3. Materials, Supplies, and Equipment. The Contractor will furnish all materials, supplies, equipment, and labor necessary to perform the Services.

4. Termination. This Agreement may be terminated, by either party, upon sixty (60) days prior written notice.

5. Independent Contractor. The parties agree that the Contractor's relationship to the Town is that of an independent contractor and that nothing contained in this Agreement shall be construed as creating any other type of relationship. The Contractor may adopt such arrangements as it desires with respect to the means, method, and manner of performing the Services under this Agreement, provided that those arrangements are consistent with the proper accomplishment of those Services.

6. Billing. Billing shall occur on a monthly basis and the Town shall endeavor to remit all payments within thirty (30) days after receipt of a correct invoice.

7. Payment Schedule. The Town shall compensate the Contractor for providing the Services pursuant to this Agreement by paying the Contractor the following amounts during the Term of this Agreement:

- a) Two Thousand ~~Nine~~~~Three~~ Hundred Dollars (\$2,~~900~~~~300~~.00) per month for the Services as outlined in Exhibit A.
- b) Fees includes all scheduled duties and responsibilities on shoulders and medians. All other labor and materials will be extra and billed in the month of usage.
- c) This contract price includes fuel surcharge, unless fuel prices reach \$4.00 a gallon, then there will be an additional fuel surcharge added to monthly bill.

8. Indemnification. The Contractor shall indemnify, defend and hold harmless the Town from and against any and all actions, causes of action, claims and demands and from all damages, losses, costs or expenses of any nature which arise from or occur in connection with the performance by the Contractor, its employees or agents, of any Services under this Agreement, unless such loss or damage results from the Town's gross negligence or willful misconduct. This shall include, but not be limited to, any and all actions, causes of action, claims and demands and from all damages, losses, costs or expenses resulting from any automobile accidents caused by or in connection with the Services.

9. Insurance. The Contractor shall carry Worker's Compensation and Employer Liability Insurance in amounts complying with the all Federal, State and local laws, codes and ordinances applying to the Services covered by this Agreement. The Contractor shall carry General Liability Insurance in the amount of three hundred thousand dollars (\$300,000.00) coverage for each Occurrence with \$300,000.00 aggregate coverage. The Contractor shall furnish Certificates of Insurance for the Worker's Compensation and Employer Liability Insurance and the General Liability Insurance prior to commencing work under the Agreement.

10. Compliance with Statutes and Regulations. The Contractor shall comply with all Federal, State and local laws, codes and ordinances applying to the Services covered by this Agreement, shall give adequate notices relating to the Services to any necessary authorities and shall secure and pay for any and all necessary licenses or permits needed to perform the Services. This includes, but shall not be limited to, the Occupational Safety and Health Act of 1970 (OSHA) and all rules and regulations applying to the Services as governed by the North Carolina Department of Transportation. Where there is an inconsistency between the provisions of this Agreement and any Federal, State and local laws, codes and ordinances, the Contractor shall, at no additional cost to the Customer, comply with said Federal, State and local laws, codes and ordinances. In the event of such an inconsistency, the Contractor shall notify the Town of any intent to deviate from the Agreement and shall obtain written permission from the Town prior to any such deviation.

11. Notices. All notices and other communications required or permitted under this Agreement shall be deemed to have been duly made if in writing and if served either by personal delivery to the party for whom intended or by being deposited, postage prepaid, certified or registered mail, return receipt requested, in the United States Mail, bearing the address shown in this Agreement for or such other address as may be designated in writing hereafter by such party.

If to the Contractor: Daryl's Lawn Care
225 Old Mill Road
Waxhaw, North Carolina 28173
Telephone: 704.846.5192

If to the Town: Town of Weddington
1924 Weddington Road
Weddington, North Carolina 28104
Telephone: 704.846.2709

12. Governing Law. This Agreement shall in all respects be construed in accordance with and governed by the laws of the State of North Carolina.

13. Binding Effect; Assignment. This Agreement and the various rights and obligations arising hereunder shall inure to the benefit of and be binding upon the parties and their respective successors and permitted assigns. This Agreement may not be assigned by either party without the prior written consent of the other party.

14. Counterparts. This Agreement may be executed simultaneously in multiple counterparts, each of which shall be deemed an original but all of which taken together shall constitute one and the same instrument.

15. Entire Agreement. This Agreement and the attached Exhibits embody the entire agreement and understanding of the parties with respect to the subject matter and supersede all prior and contemporaneous agreements or understandings, whether oral or written, related to its subject matter.

IN WITNESS WHEREOF, the parties have caused their authorized representatives to execute this Agreement as of the day and year first above written.

DARYL'S LAWN CARE

By: _____
Its: _____

TOWN OF WEDDINGTON

By: _____
Its: _____

EXHIBIT A

1. Cut grass along shoulders 10' – 15' behind sidewalks and medians as marked on attached map. Grass will be cut as needed or as deemed necessary to maintain a high degree of curb appeal. ~~Grass will be cut bi-weekly during the accepted normal growth period except when weather dictates otherwise.~~
2. Edge all curbs, sidewalks, and medians as needed during the growing season. Normally, once monthly edging will suffice to maintain a manicured appearance.
3. Weedeating around tree beds, signs, and along banks will be done after each mowing.
4. Clean all grass and debris from walkways, curbs, driveways, and/or streets after mowing and edging operations.
5. Police grounds to remove trash, limbs, litter prior to mowing. (There will be an extra charge for labor time of any excessive littering.)
6. Weeds in joints of concrete and ~~beds in mulched median beds and beds~~ around trees will be treated with herbicides.
- ~~7. Maintenance of Mulched beds, trees and shrubs are NOT included in this contract.~~
- ~~8.~~7. During the fall season, leaves will be blown from the grassed areas and removed from the maintained ground area.
- ~~9.~~8. During winter months, grounds will be policed periodically for trash and debris. Paved areas will also be blown clear.
- ~~10.~~9. Remove all dead plants and trees under 6" in diameter within the primary maintenance area. All contract tree removal will occur between November 1 and March 30, unless otherwise jointly agreed.
- ~~11.~~10. Perform work in a professional manner and minimize the inconvenience to management and/or resident.
- ~~12.~~11. Provide adequate supervision of employees to insure complete and satisfactory performance.
12. Groundskeeper will have periodic communications with management and/or resident to maintain satisfactory for both parties.
13. Shrubs and trees will be trimmed one time per year. Shrubbery trimming will include dead heading daylilies but not include ornamental grasses.
14. Fertilize all trees and shrubbery once annually. This will occur in early spring.

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15. Maintain median at intersection of Matthews-Weddington Road and Tilley Morris Road. This would include weed control with herbicide.

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13. —

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16. Mulch all medians and tree beds one time bi-annually. Mulching will be done between December 2015 to February 28, 2016. Mulching will be applied at minimum of 4" in depth. (\$10,150.00) – This price is based on market value of mulch as of 2014 at \$24 per yard. This price may change by December 2015 due to additional square footage of beds or mulch price increase per yard.

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EXHIBIT B

LANDSCAPE MAINTENANCE AGREEMENT – TOWN HALL

This Landscape Maintenance Agreement is entered this the 12th day of August, 20143 by and between TOWN OF WEDDINGTON, a municipal corporation organized and existing under the laws of the State of North Carolina (the “Town”) and DARYL MATTHEWS D/B/A DARYL’S LAWN CARE, a citizen and resident of the County of Union State of North Carolina (the “Contractor”) (collectively, the “Parties”).

WITNESSETH:

WHEREAS, the Town desires to contract with the Contractor for the provision of certain landscaping and maintenance services on the Town’s property, as more particularly described in Exhibit A, (the “Services”), which is incorporated by reference as if fully set forth herein;

WHEREAS, the Contractor wishes to contract with the Town to provide the Services;
and

WHEREAS, the Town and the Contractor desire to reach an agreement for the Contractor to provide the Services subject to the terms and conditions of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual promises and covenants contained in this Agreement, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

1. Term. The term of the Agreement shall be for a period of one (1) year, beginning July 1, 2014 and ending June 30, 2015 (the “Term”). This Agreement shall automatically renew for additional one year terms, up to a maximum of two additional years. the same as the Landscaping Agreement for the Medians which ends June 30, 2014.

2. Scope of Services. During the Term, Contractor shall care for and maintain the Town Hall and the immediately surrounding area. All Services rendered shall be completed with the highest standard of care and workmanship prevailing in the field of landscape maintenance in the general geographic area in which the Town is located. The Contractor agrees to perform the Services set forth on “Exhibit A” as attached.

3. Termination. This Agreement may be terminated, by either party, upon ninety (90) days prior written notice.

4. Independent Contractor. The parties agree that the Contractor’s relationship to the Town is that of an independent contractor and that nothing contained in this Agreement shall be construed as creating any other type of relationship. The Contractor may adopt such arrangements as it desires with respect to the means, method, and manner of performing the Services under this Agreement, provided that those arrangements are consistent with the proper accomplishment of those Services.

5. Billing. Billing shall occur on a monthly basis and the Town shall endeavor to remit all payments within thirty (30) days after receipt of a correct invoice.

6. Payment Schedule. The Town shall compensate the Contractor for providing the Services pursuant to this Agreement by paying the Contractor the following amounts during the Term of this Agreement:

- a) Four Hundred and ~~Thirty-Five~~^{Fifteen} Dollars (\$~~43~~⁴⁵5.00) per month for the Services as outlined in Exhibit A.
- b) Actual invoiced amount(s) upon receipt of a correct invoice for additional materials and supplies required such as Seed, Fertilizer, Weed Killer, etc.

7. Indemnification. The Contractor shall indemnify, defend and hold harmless the Town from and against any and all actions, causes of action, claims and demands and from all damages, losses, costs or expenses of any nature which arise from or occur in connection with the performance by the Contractor, its employees or agents, of any Services under this Agreement, unless such loss or damage results from the Town's gross negligence or willful misconduct.

8. Notices. All notices and other communications required or permitted under this Agreement shall be deemed to have been duly made if in writing and if served either by personal delivery to the party for whom intended or by being deposited, postage prepaid, certified or registered mail, return receipt requested, in the United States Mail, bearing the address shown in this Agreement for or such other address as may be designated in writing hereafter by such party.

If to the Contractor: Daryl's Lawn Care
225 Old Mill Road
Waxhaw, North Carolina 28173
Telephone: 704.846.5192

If to the Town: Town of Weddington
1924 Weddington Road
Weddington, North Carolina 28104
Telephone: 704.846.2709
Fax: 704.844.6372

9. Governing Law. This Agreement shall in all respects be construed in accordance with and governed by the laws of the State of North Carolina.

10. Binding Effect; Assignment. This Agreement and the various rights and obligations arising hereunder shall inure to the benefit of and be binding upon the parties and their respective successors and permitted assigns. This Agreement may not be assigned by either party without the prior written consent of the other party.

11. Counterparts. This Agreement may be executed simultaneously in multiple counterparts, each of which shall be deemed an original but all of which taken together shall constitute one and the same instrument.

12. Entire Agreement. This Agreement and the attached Exhibits embody the entire agreement and understanding of the parties with respect to the subject matter and supercede all prior and contemporaneous agreements or understandings, whether oral or written, related to its subject matter.

IN WITNESS WHEREOF, the parties have caused their authorized representatives to execute this Agreement as of the day and year first above written.

DARYL'S LAWN CARE

By: _____
Its: _____

TOWN OF WEDDINGTON

By: _____
Its: _____

EXHIBIT A

1. Cut all grass areas as needed or as deemed necessary to maintain a high degree of curb appeal. Grass will be cut weekly during the accepted normal growth period except when weather dictates otherwise.
2. Edge all walkways, curbs, driveways, and/or streets as needed during the growing season. Normally twice monthly edging will suffice to maintain a manicured appearance.
3. Clean all grass and debris from walkways, curbs, driveways, and/or streets after mowing and edging operations.
4. Police grounds to remove trash, limbs, litter prior to mowing.
5. Keep shrubbery, flower beds and other mulched areas weeded and groomed at all times. Weed control will be accomplished with herbicides when possible and by hand pulling when danger to desirable plant material may exist.
6. Mulch all shrubbery, flower beds, and tree areas with hardwood mulch~~pine needles and/or pine mulch~~ on an annual basis. Annual mulching is to occur between January 1-October 1 and February 28~~March 30~~. Any extra mulching to be additionally charged on a monthly basis.
7. Keep all shrubbery trimmed as needed on a year-round basis. Shrubby trimming will be performed a minimum of two times per year.
8. Aerate all established grass areas in the fall before overseeding.
9. Fertilize all grassed areas four times annually with 2-slow release applications, 1-Crab Grass Pre-Emergent, 1-Crab Grass Pre-Emergent with Broadleaf Weed Killer Fertilize Application. Fertilize all trees and shrubbery at least once annually.
10. Control all vegetation in paved areas with the herbicides.
11. During the fall season, leaves will be blown from the grassed areas and removed from the maintained ground area.
12. Debris will be removed from Gutters four times per year.
13. During winter months, grounds will be policed periodically for trash and debris. Paved areas will also be blown clear.
14. Remove all dead plants and trees under 6" in diameter within the primary maintenance area. All contract tree removal will occur between November 1 and March 30, unless otherwise jointly agreed.
15. Perform work in a professional manner and minimize the inconvenience to management and/or resident.
16. Provide adequate supervision of employees to insure complete and satisfactory performance.
17. Groundskeeper will have periodic communications with management and/or resident to maintain satisfaction for both parties.
- 17.18. Maintenance of Traffic Circle

**TOWN OF WEDDINGTON
PROPOSED BUDGET AMENDMENT
FYE 6/30/2014**

	Original Budget FY2014	Amended Budget FY2014	
Revenues			
Ad Valorem Taxes	1,045,250	1,053,250	
State-Collected Revenues	606,350	688,750	[a]
Zoning and Subdivision	12,000	103,750	[b]
Other Revenues	14,500	8,500	
Total Revenues	1,678,100	1,854,250	
Appropriation from			
Fund Balance	171,200	715,000	[c]
Total Revenues &			
Appropriation from FB	1,849,300	2,569,250	
Operating Expenditures			
Administrative	448,960	470,950	
Planning and Zoning	200,365	208,325	
General Government	1,199,975	1,889,975	[c]
Total Expenditures	1,849,300	2,569,250	

[a] Increase in monthly sales tax revenues resulting from increased tax rate

[b] Only subdivisions in pipeline were included in original budget and did not include several large subdivisions presented to the Town during the fiscal year

[c] Original budget was for principal and interest payments on a loan to purchase PVFD Decision was made by new council to pay for the building outright instead.

**TOWN OF WEDDINGTON
PROPOSED BUDGET AMENDMENT
FY2014**

	ACTUAL AS OF <u>5/31/2014</u>	PROJECTED FY2014 BASED ON <u>5/31/2014 BALANCES</u>	FY 2014 ORIGINAL <u>BUDGET</u>	FY 2014 PROPOSED AMENDED <u>BUDGET</u>
REVENUE:				
10-3101-110 AD VALOREM TAX - CURRENT	994,301.56	994,449.38	975,000.00	980,000.00
10-3102-110 AD VALOREM TAX - 1ST PRIOR YR	7,569.57	7,569.57	7,000.00	7,000.00
10-3103-110 AD VALOREM TAX - NEXT 8 YRS PRIOR	4,174.96	4,174.96	1,000.00	4,000.00
10-3110-121 AD VALOREM TAX - MOTOR VEH CURRENT	72,305.93	81,305.93	60,000.00	60,000.00
10-3115-180 TAX INTEREST	2,534.71	2,550.00	2,250.00	2,250.00
10-3231-220 LOCAL OPTION SALES TAX REV - ART 39	202,149.33	282,149.33	156,000.00	250,000.00
10-3322-220 BEER & WINE TAX	42,142.01	42,142.01	43,350.00	38,750.00
10-3324-220 UTILITY FRANCHISE TAX	300,581.74	404,581.74	407,000.00	400,000.00
10-3340-400 ZONING & PERMIT FEES	32,665.00	35,165.00	10,000.00	25,000.00
10-3350-400 SUBDIVISION FEES	109,680.00	138,400.00	2,000.00	78,750.00
10-3830-891 MISCELLANEOUS REVENUES	2,375.00	2,575.00	1,500.00	1,500.00
10-3831-491 INVESTMENT INCOME	4,854.83	6,254.83	13,000.00	7,000.00
TOTAL REVENUE	<u>1,775,334.64</u>	<u>2,001,317.75</u>	<u>1,678,100.00</u>	<u>1,854,250.00</u>
GENERAL GOVERNMENT EXPENDITURE:				
10-4110-126 FIRE DEPT SUBSIDIES	689,906.25	752,625.00	752,625.00	752,625.00
10-4110-127 FIRE DEPT CAPITAL	5,850.00	715,850.00	80,000.00	725,000.00
10-4110-128 POLICE PROTECTION	242,888.00	242,888.00	240,000.00	243,500.00
10-4110-192 ATTORNEY FEES	103,020.06	130,020.06	90,000.00	140,000.00
10-4110-195 ELECTION EXPENSE	7,673.21	8,173.21	11,000.00	8,500.00
10-4110-340 EVENTS & PUBLICATIONS	6,168.72	6,168.72	5,500.00	6,500.00
10-4110-341 WEDDINGTON FESTIVAL	1,429.60	3,500.00	10,000.00	4,000.00
10-4110-342 HOLIDAY/TREE LIGHTING	4,262.57	4,500.00	6,240.00	5,240.00
10-4110-343 EASTER EGG HUNT	358.54	500.00	500.00	500.00
10-4110-344 OTHER COMMUNITY EVENTS	136.10	250.00	510.00	510.00
10-4110-495 OUTSIDE AGENCY FUNDING	3,577.78	3,600.00	3,600.00	3,600.00
TOTAL GENERAL GOVT EXPENDITURE	<u>1,065,270.83</u>	<u>1,868,074.99</u>	<u>1,199,975.00</u>	<u>1,889,975.00</u>

**TOWN OF WEDDINGTON
PROPOSED BUDGET AMENDMENT
FY2014**

	ACTUAL AS OF <u>5/31/2014</u>	PROJECTED FY2014 BASED ON <u>5/31/2014 BALANCES</u>	FY 2014 ORIGINAL <u>BUDGET</u>	FY 2014 PROPOSED AMENDED <u>BUDGET</u>
ADMINISTRATIVE EXPENDITURE:				
10-4120-121 SALARIES - CLERK	67,940.33	71,887.65	73,500.00	73,500.00
10-4120-123 SALARIES - TAX COLLECTOR	36,620.29	38,825.66	43,500.00	43,500.00
10-4120-124 SALARIES - FINANCE OFFICER	13,241.28	14,147.53	11,250.00	15,000.00
10-4120-125 SALARIES - MAYOR & TOWN COUNCIL	21,350.00	23,450.00	25,200.00	25,200.00
10-4120-181 FICA EXPENSE	10,581.97	11,864.87	13,000.00	13,000.00
10-4120-182 EMPLOYEE RETIREMENT	15,847.80	16,607.00	16,500.00	16,500.00
10-4120-183 EMPLOYEE INSURANCE	19,978.62	21,794.86	21,000.00	22,000.00
10-4120-184 EMPLOYEE LIFE INSURANCE	327.60	357.38	400.00	400.00
10-4120-185 EMPLOYEE S-T DISABILITY COLA/MERIT ADJUSTMENTS	264.00	288.00	325.00	325.00
10-4120-191 AUDIT FEES	8,000.00	8,000.00	8,900.00	8,000.00
10-4120-193 CONTRACT LABOR	1,105.00	3,500.00	5,000.00	3,500.00
10-4120-200 OFFICE SUPPLIES - ADMIN	13,056.99	35,156.99	17,000.00	32,000.00
10-4120-210 PLANNING CONFERENCE	2,029.46	1,000.00	1,000.00	2,000.00
10-4120-321 TELEPHONE - ADMIN	2,633.73	3,160.48	4,000.00	4,000.00
10-4120-325 POSTAGE - ADMIN	2,233.21	3,021.71	4,200.00	4,200.00
10-4120-331 UTILITIES - ADMIN	2,842.39	3,410.87	4,725.00	4,725.00
10-4120-351 REPAIRS & MAINTENANCE - BUILDING	17,996.89	29,100.00	38,000.00	34,500.00
10-4120-352 REPAIRS & MAINTENANCE - EQUIPMENT	54,569.27	57,609.27	55,000.00	55,000.00
10-4120-354 REPAIRS & MAINTENANCE - GROUNDS	51,969.80	60,114.80	46,000.00	53,000.00
10-4120-355 REPAIRS & MAINTENANCE - PEST CONTRL	440.00	860.00	1,250.00	1,250.00
10-4120-356 REPAIRS & MAINTENANCE - CUSTODIAL CONTINGENCY	4,100.00	5,420.00	6,250.00	6,250.00
10-4120-370 ADVERTISING - ADMIN	1,000.89	1,000.00	1,000.00	1,000.00
10-4120-397 TAX LISTING & TAX COLLECTION FEES	309.82	1,000.00	1,000.00	1,000.00
10-4120-400 ADMINISTRATIVE:TRAINING	3,690.25	4,000.00	4,100.00	4,100.00
10-4120-410 ADMINISTRATIVE:TRAVEL	7,565.95	8,000.00	6,500.00	8,000.00
10-4120-450 INSURANCE	11,521.38	11,500.00	14,360.00	11,500.00

**TOWN OF WEDDINGTON
PROPOSED BUDGET AMENDMENT
FY2014**

	ACTUAL AS OF <u>5/31/2014</u>	PROJECTED FY2014 BASED ON <u>5/31/2014 BALANCES</u>	FY 2014 ORIGINAL <u>BUDGET</u>	FY 2014 PROPOSED AMENDED <u>BUDGET</u>
10-4120-491 DUES & SUBSCRIPTIONS	15,885.10	16,680.10	21,000.00	21,000.00
10-4120-498 GIFTS & AWARDS	454.93	1,500.00	1,500.00	1,500.00
10-4120-499 MISCELLANEOUS	4,607.17	4,100.00	3,500.00	5,000.00
TOTAL ADMINISTRATIVE EXPENDITURE	<u>392,164.12</u>	<u>457,357.16</u>	<u>448,960.00</u>	<u>470,950.00</u>
PLANNING & ZONING EXPENDITURE:				
10-4130-121 SALARIES - ZONING ADMINISTRATOR	56,569.65	60,962.41	65,500.00	61,000.00
10-4130-122 SALARIES - ASST ZONING ADMINISTRATR	2,550.03	3,225.00	2,500.00	3,500.00
10-4130-123 SALARIES - RECEPTIONIST	18,394.61	19,438.23	21,500.00	21,500.00
10-4130-124 SALARIES - PLANNING BOARD	14,500.00	15,818.18	17,500.00	16,500.00
10-4130-125 SALARIES - SIGN REMOVAL	4,530.39	4,942.24	5,000.00	5,000.00
10-4130-181 FICA EXPENSE - P&Z	7,393.93	8,350.89	11,700.00	10,660.00
10-4130-182 EMPLOYEE RETIREMENT - P&Z	11,365.80	12,060.10	12,700.00	12,700.00
10-4130-183 EMPLOYEE INSURANCE	19,113.37	20,876.37	22,500.00	22,500.00
10-4130-184 EMPLOYEE LIFE INSURANCE	219.24	242.48	325.00	325.00
10-4130-185 EMPLOYEE S-T DISABILITY COLA/MERIT ADJUSTMENTS	108.00	120.00	215.00	215.00
10-4130-193 CONSULTING	3,057.90	7,500.00	5,000.00	12,000.00
10-4130-194 CONSULTING - COG	1,800.00	2,400.00	5,000.00	2,500.00
10-4130-200 OFFICE SUPPLIES - PLANNING & ZONING	4,938.96	5,926.75	5,000.00	7,000.00
10-4130-201 ZONING SPECIFIC OFFICE SUPPLIES	7,967.16	9,000.00	2,500.00	9,000.00
10-4130-215 HISTORIC PRESERVATION		839.60	500.00	1,000.00
10-4130-220 TRANSPORTATION & IMPROVEMENTS	9,000.00	9,000.00	9,000.00	9,000.00
10-4130-321 TELEPHONE - PLANNING & ZONING	2,633.78	3,511.71	4,000.00	4,000.00
10-4130-325 POSTAGE - PLANNING & ZONING	2,106.72	3,021.71	4,200.00	4,200.00
10-4130-331 UTILITIES - PLANNING & ZONING	2,867.54	3,441.05	4,725.00	4,725.00
10-4130-370 ADVERTISING - PLANNING & ZONING	742.71	750.00	1,000.00	1,000.00
TOTAL PLANNING & ZONING EXPENDITURE	<u>169,859.79</u>	<u>191,426.72</u>	<u>200,365.00</u>	<u>208,325.00</u>

**TOWN OF WEDDINGTON
PROPOSED BUDGET AMENDMENT
FY2014**

	ACTUAL AS OF <u>5/31/2014</u>	PROJECTED FY2014 BASED ON <u>5/31/2014 BALANCES</u>	FY 2014 ORIGINAL <u>BUDGET</u>	FY 2014 PROPOSED AMENDED <u>BUDGET</u>
TOTAL EXPENDITURES	<u>1,627,294.74</u>	<u>2,516,858.86</u>	<u>1,849,300.00</u>	<u>2,569,250.00</u>
NET REVENUES/(EXPENDITURES)	<u>148,039.90</u>	<u>\$ (515,541.11)</u>	<u>-171,200.00</u>	<u>\$ (715,000.00)</u>
		194458.89		

1 cent tax = approximately \$190,000.00

TOWN OF WEDDINGTON

MEMORANDUM

TO: Mayor and Town Council

FROM: Amy S. McCollum, Town Administrator

DATE: June 5, 2014

SUBJECT: Fire Study

Mayor Deter requested that I get three proposals from consultants to perform a fire study/analysis for the Town of Weddington. The three proposals are attached for your review. The following is a breakdown of those proposals:

Organization	Time to Complete	Costs
CPSM/ICMA	120 Days	\$44,089 plus \$5,000 for Travel
ESCI	120 Days	\$23,386
McGrath Consulting	90 days	\$10,000

I would recommend that the Town enter into a contract with McGrath Consulting at a cost not to exceed \$10,000. Before a contract is signed, Town staff and the Mayor would need to meet with McGrath to determine what study areas from McGrath's Audit/Master Plan Components List that the Town would like accomplished. The contract would need to be reviewed by the Town Attorney and Council to give authorization for the Mayor to sign.

Proposal for Comprehensive Analyses Fire Deployment for Weddington, North Carolina



FIRE/EMS

OPERATIONS

C E N T E R F O R P U B L I C S A F E T Y M A N A G E M E N T

Submitted by:

Center for Public Safety Management, LLC

Exclusive Provider of Public Safety Technical Assistance for

International City/County Management Association

CPSM

and

ICMA

Leaders at the Core of Better Communities

CPSM

Center for Public Safety Management, LLC

February 22, 2013

Ms. Amy McCollum
Town Clerk/Administrator
1924 Weddington Road
Weddington, NC 28104

Dear Ms. McCollum:

The *Center for Public Safety Management, LLC* is pleased to submit this proposal for an analysis of the fire and emergency medical services for the Town of Weddington, NC. The CPSM approach is unique and more comprehensive than ordinary accreditation or competitor studies. In general, our analysis involves the following major outcomes:

- Examine the department's organizational structure and culture (in this case the three volunteer departments serving the town);
- Perform gap analysis, comparing the "as is" state of the department to the best practices of industry standards;
- Recommend a management framework to ensure accountability, increased efficiency and improved performance;
- Conduct a data-driven forensic analysis to identify actual workload, concentration, distribution, reliability, and overall integrated system performance;
- Identify and recommend appropriate staffing and deployment levels for every discrete operational and support function in the department.
- Complete a detailed community risk analysis
- Develop a standard of response coverage document

This proposal is specifically designed to provide the local government with a thorough and unbiased analysis of emergency services in your community. We have developed a unique approach by combining the experience of dozens of subject matter experts in the areas of emergency services. The team assigned to the project will have hundreds of years of practical experience managing emergency service agencies, a record of research, academic, teaching and training, and professional publications, and extensive consulting experience completing hundreds of projects nation-wide. The team assembled for you will be true "subject matter experts" not research assistants or interns.

ICMA has provided direct services to local governments worldwide for almost 100 years, which has helped to improve the quality of life for millions of residents in the United States and abroad. I, along with my colleagues at CPSM, greatly appreciate this opportunity and would be pleased to address any comments you may have. You may contact me at 716.969.1360 or via email at lmatarese@cpsm.us

Sincerely,



Leonard A. Matarese, ICMA-CM, IPMA-HR
Director, Research and Project Development
Center for Public Safety Management, LLC

A. Business Identification

International City/County Management Association (ICMA)

The International City/County Management Association (ICMA) is a 100 year old, non-profit professional association of local government administrators and managers, with approximately 9,000 members located in 32 countries.

Since its inception in 1914, ICMA has been dedicated to assisting local governments in providing services to its citizens in an efficient and effective manner. Our work spans all of the activities of local government – parks, libraries, recreation, public works, economic development, code enforcement, Brownfield's, public safety, etc.

ICMA advances the knowledge of local government best practices across a wide range of platforms including publications, research, training, and technical assistance. Our work includes both domestic and international activities in partnership with local, state and federal governments as well as private foundations. For example, we are involved in a major library research project funded by the Bill and Linda Gates Foundation and we are providing community policing training in Panama working with the U.S. State Department. We have personnel in Afghanistan assisting with building wastewater treatment plants and have teams in Central America providing training in disaster relief working with SOUTHCOM.

The **ICMA Center for Public Safety Management (ICMA/CPSM)** is one of four Centers within the Information and Assistance Division of ICMA providing support to local governments in the areas of police, fire, EMS, Emergency Management and Homeland Security. In addition to providing technical assistance in these areas we also represent local governments at the federal level and are involved in numerous projects with the Department of Justice and the Department of Homeland Security. In each of these Centers, ICMA has selected to partner with nationally recognized individuals or companies to provide services that ICMA has previously provided directly. Doing so will provide a higher level of services, greater flexibility and reduced costs in meeting member's needs as we will be expanding the services that ICMA can offer to local government is expanding. For example, The Center for Productivity Management (CPM) is now working exclusively with SAS, one of the world's leaders in data management and analysis. And the Center for Strategic Management (CSM) is now partnering with nationally recognized experts and academics in local government management and finance.

The ICMA Center for Public Safety Management will be maintaining the same team of individuals performing the same level of service that it has for the past seven years. The contracting entity will be "**Center for Public Safety Management, LLC**" (CPSM). This entity will be the exclusive provider of public safety technical assistance for ICMA and will continue to provide training and research for the Association's members and will represent ICMA in its dealings with the federal government and other public safety professional associations.

These individuals are authorized to discuss the contents of this proposal, field the Town of Weddington leaders' questions and requests for follow-up, negotiate contract terms, and sign contracts on behalf of ICMA/CPSM:

Thomas Wieczorek, Director

Phone: (616) 813-3782

E-mail: twieczorek@cpsm.us

Leonard Matarese, Director of Research and Program Development

Phone: (716) 969-1360

E-mail: lmatarese@cpsm.us

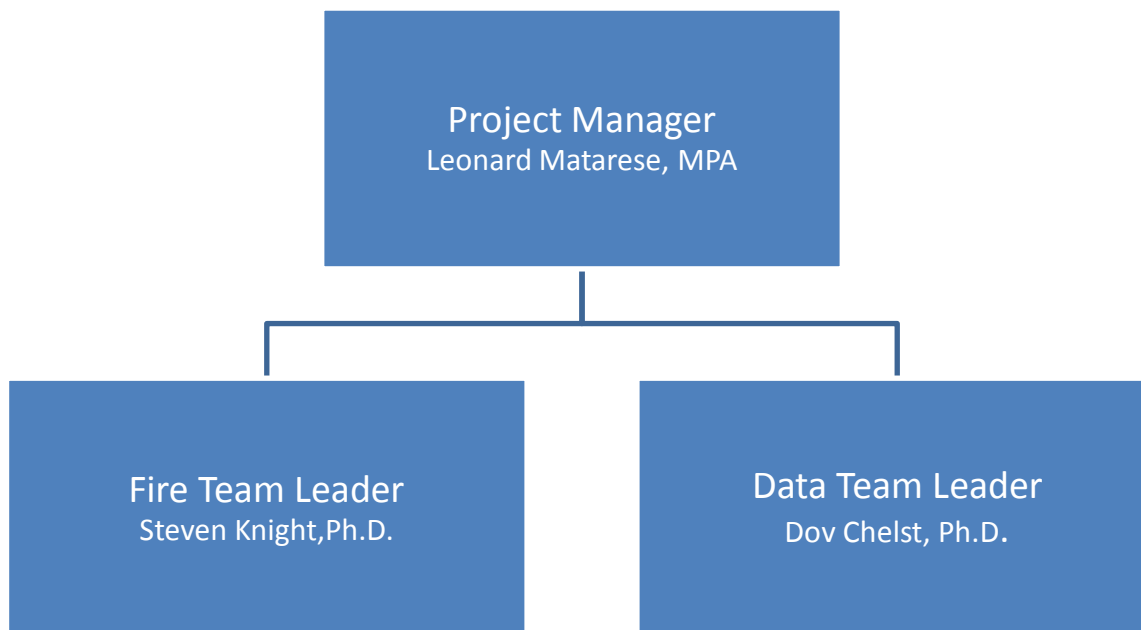
B. Qualifications

CPSM's local government technical assistance experience includes workload and deployment analysis, using our unique methodology and subject matter experts to examine department organizational structure and culture, identify workload and staffing needs as well as industry best practices. We have conducted over 200 such studies in 32 states and 120 communities ranging in size from 8,000 population Boone, IA to 800,000 population Indianapolis, IN.

Thomas Wieczorek is the Director of the Center for Public Safety Management. Leonard Matarese serves as the Director of Research & Program Development. Dr. Dov Chelst is the Director of Quantitative Analysis. Dr. Steven Knight is the Senior Manager for Fire/EMS.

The proposal will look at the fire services for the Town of Weddington, NC. For this project, the CPSM has assembled a premier team of experts from a variety of disciplines and from across the United States. The goal is to develop recommendations that will enable it to produce the outcomes necessary to provide critical emergency services consistent with the community's financial capabilities. The team will consist of a Project Manager, two Team Leaders and several senior public safety Subject Matter Experts selected from our team specifically to meet the needs of the community.

**The management organizational chart for the project includes the following
Key Team Members:**



Project Manager

Director of Research and Project Development, Center for Public Safety Management,

Leonard Matarese, MPA, ICMA-CM, IPMA-CP

- **Background**

Mr. Matarese is a specialist in public sector administration with particular expertise in public safety issues. He has 44 years' experience as a law enforcement officer, police chief, public safety director, city manager and major city Human Resources Commissioner. He was one of the original advisory board members and trainer for the first NIJ/ICMA Community Oriented Policing Project which has subsequently trained thousands of municipal practitioners on the techniques of the community policing philosophy over the past 18 years. He has managed several hundred studies of emergency services agencies with particular attention to matching staffing issues with calls for service workload.

Recognized as an innovator by his law enforcement colleagues he served as the Chairman of the SE Quadrant, Florida, Blue Lighting Strike Force, a 71 agency, U.S. Customs Service anti-terrorist and narcotics task force and also as president of the Miami-Dade County Police Chief's Association – one of America's largest regional police associations. He represents ICMA on national projects involving the United States Department of Homeland Security, The Department of Justice, Office of Community Policing and the Department of Justice, Office Bureau of Justice Assistance. He has also served as a project reviewer for the National Institute of Justice and is the subject matter expert on several ICMA / USAID police projects in Central America. As a public safety director he has managed fire / EMS systems including ALS transport. He was an early proponent of public access and police response with AEDs.

Mr. Matarese has presented before most major public administration organizations annual conferences on numerous occasions and was a keynote speaker at the 2011 annual PERF conference. He was a plenary speaker at the 2011 TAMSEC Homeland security conference in Linköping, Sweden and at the 2010 UN Habitat PPUD Conference in Barcelona, Spain.

He has a Master's degree in Public Administration and a Bachelor's degree in Political Science. He is a member of two national honor societies and has served as an adjunct faculty member for several universities. He holds the ICMA Credentialed Manager designation, as well as Certified Professional designation from the International Public Management Association- Human Resources. He also has extensive experience in labor management issues, particularly in police and fire departments and is currently editing an ICMA book on the selection of police and fire chiefs.

Data Assessment Team

CPSM Center for Public Safety Senior Team Members

Dov Chelst, Ph.D., Director of Quantitative Analysis

- **Background**

Dr. Chelst is an expert in analyzing public safety department's workload and deployment. He manages the analysis of all public safety data for the Center. He is involved in all phases of The Center's studies from initial data collection, on-site review, large-scale dataset processing, statistical analysis, and designing data reports. To date, he has managed over 140 data analysis projects for city and county agencies ranging in population size from 8,000 to 800,000.

Dr. Chelst has a Ph.D. Mathematics from Rutgers University and a B.A. Magna Cum Laude in Mathematics and Physics from Yeshiva University. He has taught mathematics, physics and statistics, at the university level for 9 years. He has conducted research in complex analysis, mathematical physics, and wireless communication networks and has presented his academic research at local, national and international conferences, and participated in workshops across the country.

Senior Public Safety Subject Matter Expert

David Martin, Ph.D., Senior Researcher in the Center for Urban Studies, Wayne State University

- **Background**

Dr. Martin specializes in public policy analysis and program evaluation. He has worked with several police departments to develop crime mapping and statistical analysis tools. In these projects he has developed automated crime analysis tools and real-time, dashboard-style performance indicator systems for police executive and command staff. Dr. Martin teaches statistics at Wayne State University. He is also the program evaluator for four Department of Justice Weed and Seed sites. He is an expert in the use of mapping technology to analyze calls for service workload and deployments.

Senior Public Safety Subject Matter Expert

Gang Wang, Ph.D., Fire & EMS Services Data Analyst

- **Background**

Gang Wang received the dual bachelor degrees in industrial design and management science, and the M.S. in information system from Chongqing University in China and the Ph.D. degree in industrial engineering from Wayne State University. He has five years experience in enterprise information system and eight years experience in data analysis and applied mathematical modeling. He has rich experience in areas of automotive, travel and public safety with particular emphasis in fire / EMS analysis. He has published a book chapter and several journal articles.

Operations Assessment Team – Fire Unit

Director, Center for Public Safety Management

Thomas Wieczorek, Retired City Manager Ionia, MI; former Executive Director Center for Public Safety Excellence

- **Background**

Thomas Wieczorek is an expert in fire and emergency medical services operations. He has served as a police officer, fire chief, director of public safety and city manager and is former Executive Director of the Center for Public Safety Excellence (formerly the Commission on Fire Accreditation International, Inc.). He has taught a number of programs at Grand Valley State University, the National Highway Traffic Safety Administration (NHTSA), and Grand Rapids Junior College. He has testified frequently for the Michigan Municipal League before the legislature and in several courts as an expert in the field of accident reconstruction and fire department management. He is the past-president of the Michigan Local Government Manager's Association; served as the vice-chairperson of the Commission on Fire Officer Designation; and serves as a representative of ICMA on the NFPA 1710 career committee.

He most recently worked with the National League of Cities and the Department of Homeland Security to create and deliver a program on emergency management for local officials titled, "Crisis Leadership for Local Government Officials." It has been presented in 43 states and has been assigned a course number by the DHS. He represents ICMA on the NFPA 1710 and 1730 Standards Committees and is a board member on the International Accreditation Service, a wholly owned subsidiary of the International Code Council.

He received the Mark E. Keane "Award for Excellence" in 2000 from the ICMA, the Association's highest award and was honored as City Manager of the Year (1999) and Person of the Year (2003) by the Rural Water Association of Michigan, and distinguished service by the Michigan Municipal League in 2005.

Senior Manager Fire / EMS

Chief Steven G. Knight, Ph.D., MPA, BS, EFO, CFO, Assistant Chief, St. Petersburg, FL Fire and Rescue Department.

- **Background**

Dr. Steve Knight is a 20-year veteran of the fire and EMS service and is currently the assistant fire chief with the St. Petersburg, Florida Fire and Rescue Department. St. Petersburg Fire & Rescue protects the lives and property of over 260,000 residents and responds to over 40,000 emergency incidents annually from 12 stations. During his tenure with SPFR, Chief Knight has served as the chief of rescue. Knight also currently serves for the Center for Public Safety Excellence, Commission on Fire Accreditation International as a technical advisor and peer assessor.

Chief Knight received the outstanding research award by the National Fire Academy/ United States Fire Administration in 2007, as well as the A. Don Manno Award for Excellence in Research by the National Society for Executive Fire Officers also in 2007.

Knight holds a Ph.D. from the University of South Florida in curriculum and instruction and a minor in research and measurement, a master's degree in public administration from Troy University and a bachelor's in Fire & Safety Engineering from the University of Cincinnati. Chief Knight is also a graduate of the Executive Fire Officer Program through the U.S. Fire Administration, Federal Emergency Management Agency. Knight is an accredited Chief Fire Officer through the Center for Public Safety Excellence and holds numerous Florida state fire and EMS technical certifications. Knight also serves as an adjunct instructor at St. Petersburg College in the Fire Science and Public Safety Administration Program, is the former Program Director – Emergency Medical Services at Manatee Technical Institute. Finally, Dr. Knight is an affiliate faculty with the University of Central Florida's College of Medicine.

Senior Associate

Gerard J. Hoetmer, MPA, retired Executive Director of Public Entity Risk Institute, Fairfax, Virginia

- **Background**

Gerry Hoetmer is an expert in fire services, emergency management, and risk management. He served as the founding executive director of the Public Entity Risk Institute, a nonprofit organization that provided training, technical assistance, and research on risk management issues for local government and other public and quasi-public organizations. During his tenure as executive director he was a member of the National Academy of Sciences Disaster Roundtable. Prior to his position as executive director at PERI, Mr. Hoetmer worked at ICMA for 19 years, most recently as the director of research and development. He has written extensively on local government emergency management, the fire service, code enforcement, and risk management issues.

Seminal works include the first report to Congress on fire master planning and the first edition of *Emergency Management: Principles and Practices for Local Government*. In addition to providing expert testimony before Congress and local arbitration boards on fire staffing and scheduling issues, Mr. Hoetmer represented ICMA on the NFPA 1500 Standard on Occupational Safety and Health; NFPA 1201, the Standard for Providing Emergency services to the Public; and the NFPA 1710, Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments. Mr. Hoetmer has developed and conducted training programs and seminars at FEMA's Emergency Management Institute and the National Fire Academy in Emmitsburg, Maryland.

He holds a Bachelors from the State University of New York, New Paltz and the Master of Public Administration degree from the University of Colorado at Denver

Senior Associate

Chief John (Jack) Brown (Ret.), BA, MS, EFO, Director, Arlington County Office of Emergency Management, Retired Assistant Chief Fairfax County Fire & Rescue Department

- **Background**

Jack Brown's 40 year public safety career includes 29 years with the Fairfax County, Virginia Fire & Rescue Department, where he retired as Assistant Fire Chief of Operations. He served in a number of operational and staff positions, including the Office of the Fire Marshal where he attained NFPA certification as a Fire Inspector II and Fire Investigator. As an investigator, he conducted post fire and post blast investigations, assisting in the prosecution of offences involving arson and illegal explosives. He served as a Planning Section Chief and Task Force Leader for the Fairfax County Urban Search and Rescue Task Force (VA TF-1). He deployed to Nairobi, Kenya as Plans Chief in response to the 1998 embassy bombing and as Task Force Leader on a deployment to Taiwan in response to an earthquake in 1999.

Upon his retirement from Fairfax County in 2000, he became the Assistant Chief for the Loudoun County Department of Fire, Rescue and Emergency Management, where he led a team of firefighters to the Pentagon on 9/11 and assisted the Arlington County Fire Department as the initial Planning Section Chief for the incident. Jack served as Planning Section Chief on a Northern Virginia multi-jurisdictional emergency management task force that reestablished the New Orleans Emergency Operations Center just after Hurricane Katrina. He retired from Loudoun County in 2006 to pursue a career in emergency management.

Brown retired from the Coast Guard Reserve as a Chief Warrant Officer 4, specializing in port safety and security, with 33 years of combined Army and Coast Guard Reserve service. After 9/11, he served on active duty for 47 months, including 15 months in the Middle East. He received the Bronze Star Medal for actions in Baghdad, Iraq while supporting combat operations during Operation Iraqi Freedom.

Brown holds a bachelor's degree in Fire Science Administration from the University of Maryland and a master's degree in Quality Systems Management from the National

Graduate School, Falmouth, Massachusetts. He is a 1997 graduate of the National Fire Academy's Executive Fire Officer Program at the National Emergency Training Center, Emmitsburg, Maryland. He has been an adjunct professor at the Northern Virginia Community College and the University of the District of Columbia in the Fire Science curriculums. He is a graduate of the Executive Leadership Program in the Center for Homeland Defense and Security at the Naval Postgraduate School, Monterey, California.

Associate

Chief Mike Iacona, MPA, Fire Chief/Director Flagstaff Fire Department, Flagstaff Arizona; former Director and Fire Chief , Orange County, Florida Fire Rescue Department.

- **Background**

Chief Iacona has 38 years of fire service experience, with the last 17 years as Fire Chief. He currently serves as fire chief for the City of Flagstaff, Arizona and has held this position since 2002. Prior to this, he was the Director of Orange County Fire Rescue, Florida, which included oversight of the County's emergency management functions. In addition to duties associated with fire chief, he has served in various capacities, rising through the ranks from fire fighter/paramedic to chief fire officer. Mike has led a fire training division, was the Chief of Operations, served as Emergency Manager in EOC Operations, was Chief Negotiator in multiple IAFF Contract deliberations. He has supervised the development of several fire master plans, was a volunteer fire fighter coordinator, led multiple fire code adoption processes, was in charge of personnel and payroll functions and implemented fire impact fees. He also has wildland fire experience, supervising a fuel management program, the adoption of a Wildland Interface Code, and the adoption of a Community Wildfire Protection Plan (CWPP).

Chief Iacona holds a Master's Degree in Public Administration and did his undergraduate work in Urban Planning at Florida Atlantic University, in Boca Raton, FL. He is a graduate of the National Fire Academy's Executive Fire Officer Program and attended The Program for Senior Executives in State and Local Government at the Harvard Kennedy School.

C. Experience

The requirements identified in the Town of Weddington's solicitation are directly aligned with ICMA/CPSM's mission to foster excellence in local governance. The members of the CPSM Weddington Fire Study Team are seasoned practitioners and researchers. As such, they are equipped to adjust their approach to suit the requirements – and rhythm – of the Town of Weddington throughout the assessment period while still following a standardized analysis process that will allow for benchmarking, comparisons, and long-range planning. Team members will draw on their experiences as fire chiefs, firefighters, researchers, and industry leaders while building on a portfolio of more than 200 studies of public safety departments in the U.S. and Canada.

As a century-old association founded for the express purpose of supporting excellence in local governance, ICMA has developed a number of proprietary resources, all of which are available to support the work of CPSM: the largest comparative database available, housed by the Center for Performance Measurement; state and local perspectives compiled by the Center for State and Local Government Excellence; and the Center for Management Strategies' collection of emerging management perspectives.

The demand for these resources is growing proportionately with citizens' expectations that public agencies administer transparent strategic planning efforts and base their decisions on publicly available data rather than inclination. CPSM efforts to help standardize departmental assessments while educating jurisdictions about national best practices anticipated this trend and continue to arm citizens and practitioners with critical public safety information.

In the case of the Town of Weddington Fire study, CPSM is a uniquely qualified partner. Innovations such as the proprietary **CPSM Workload & Deployment Analysis System**®—which converts raw dispatch data into meaningful workload analysis— will enable CPSM experts and Town of Weddington stakeholders to balance data-driven, statistical assessments with viable recommendations for changes and improvements.

CPSM consultants are all subject matter experts with extensive public safety leadership records built through direct department management and related research and scholarship. Working directly with public safety agencies, CPSM experts use operations research techniques to perform workload and deployment analysis, assess workload and staffing needs, and facilitate the implementation of best practices. In addition to its industry-leading, standardized assessment approach, CPSM's experts and strategic partners also enable the center to perform further departmental reviews on request.

Over the course of nearly a century, ICMA has set exceptionally high standards for effective local governance and for the use of data- and research-based assessment protocols. The result is a diverse project and research portfolio, including the largest metropolitan fire study on record (Las Vegas), leading to marked improvements in public safety departments' efficiency, cost-effectiveness, and service delivery.

Within this framework, CPSM is prepared to bring all available resources to bear on Town of Weddington's efforts to undertake fire services assessment, strategic planning, and long-term improvements. CPSM also represents local governments at the federal level, ensuring that local improvement efforts are building on the latest information on national regulations and trends. The CPSM data team, meanwhile, has created a methodology for determining resource utilization that quantifies the maximum and minimum deployment of personnel and equipment. It is unlike any other approach currently in use.

In addition to their assessment and consultation qualifications, the members of the CPSM Weddington Fire Study Team have themselves managed fire departments of varying sizes and seen them through periods of significant challenge and change. This has resulted in uncommon sensitivity to the issues faced by city and town leaders. CPSM experts have also developed a practical understanding of strategies for managing external assessment processes transparently, acknowledging the interests and perceptions of the affected stakeholder groups.

The diversity of CPSM's project portfolio is a unique qualification that allows the Town of Weddington Fire' Study Team to apply national and international standards on the Town of Weddington leaders' efforts to reduce public safety costs while improving service delivery.

For all of these reasons, CPSM is positioned to serve not just as an external evaluator but also as a partner in developing a practical and justifiable set of recommendations benefitting the community members—from department employees to taxpayers—who will be affected by any changes that may result from the Town of Weddington study.

ICMA/CPSM has conducted more than 200 projects in 31 states, including Virginia, and 106 jurisdictions in the U.S. and Canada. Municipal leaders throughout North America—from Boone, Iowa (with a population of 8,000), to Indianapolis, Indiana (with a population of 800,000)—have relied on ICMA, and the Center for Public Safety Management, for support in assessing and optimizing their public safety service delivery. The members of the CPSM Fire/EMS Study Team have a long and successful record of conducting assessments that share characteristics with the Town of Weddington Fire study:

- On-site experience connecting with a broad range of municipal leaders, fire department chiefs and personnel, and community stakeholders to develop a comprehensive understanding of public safety operations;
- Skill in aligning fire departments' current assets, challenges, and goals with realistic strategies for adopting and, when necessary, adapting national best practices; and
- Application of unbiased data based standards to benchmark fire departments and assess their operations unit-by-unit; and
- Intimate knowledge of CPSE's accreditation model currently utilized.

Currently, ICMA/CPSM is completing a detailed risk analysis and standards of coverage development process in St. Louis, Mo and Conroe, TX, however, these projects have not concluded and the release of draft findings would not be appropriate. These operational, staffing, and data reports will be utilized as a major component in the station location strategic/master planning recommendations.

In addition, the Director for CPSM, Tom Wieczorek and the Senior Manager for Fire/EMS Dr. Steven Knight, have assisted agencies with the development and evaluation of standard of coverage documents in over 25 communities while assisting the Commission on Fire Accreditation International (CFAI).

Please see the following references previous comprehensive operations and staffing analyses completed by CPSM.

1. Eddie Roth, Deputy Chief of Staff, Office of the Mayor
City of St. Louis, MO
1200 Market Street, RM 200
St. Louis, MO 63103
rothe@stlouiscity.com
314-922-3391
Currently in process
2. Elizabeth N. Fretwell, City Manager
City of Las Vegas, NV
495 S. Main St.
Las Vegas, NV 89101
efretwell@LasVegasNevada.gov
702-229-6501
Completed in November 2012

3. Steve Howard, County Administrator
Camden County Government, GA
200 East 4th Street
Woodbine, GA 31569
showard@co.camden.ga.us
912-576-4021
Completed in July 2013
4. Ron Patterson, Assistant City Manager
City of Frisco, TX
6101 Frisco Square Blvd
Frisco, TX 75034
rpatterson@friscotexas.gov
972-292-5102
Completed September 2012
5. Mark O'Neal, Town Manager
Town of Smyrna, TN
315 S. Lowry St.
Smyrna, TN 37167
Mark.oneal@townofsmymna.org
615-459-9742 ext 2133
Completed February 2013

A map of ICMA/CPSM's entire project portfolio is available at http://icma.org/en/results/public_safety_management/about/our_projects. Many final reports have been posted online by the relevant jurisdictions and are freely available for review. The Town of Weddington leaders are encouraged to review past projects and discuss ICMA/CPSM's performance with municipal leaders across the country. The details of past projects and the points of contact for future and current projects will be provided on request.

D. Project Schedule/Timeline

Milestone 1 - Full execution of the agreement

Agreement will identify Project Launch date.

Milestone 2- Phase I: Project Launch – 30 Days

We will conduct an interactive telephone conference with local government contacts. Our project leads will launch the project by clarifying and confirming expectations, detailing study parameters, and commencing information gathering.

Milestone 3a – Phase 1: Information Gathering and Data Extraction- 30 Days

Immediately following project launch, the operations leads will deliver an information request to the department. This is an extensive request which provides us with a detailed understanding of the department's operations. Our experience is that it typically takes an agency several weeks to accumulate and digitize the information. We will provide instructions concerning uploading materials to our website. When necessary, the lead will hold a telephone conference to discuss items contained in the request. The team lead will review this material prior to an on-site visit.

Milestone 3b – Phase II: Data Extraction and Analysis – 14 Days

Also immediately following the project launch the Data Lead will submit a preliminary data request, which will evaluate the quality of the Computer Aided Dispatch (CAD) system data. This will be followed by a comprehensive request for data from the CAD system to conduct the response and workload analysis. This request requires a concerted effort and focused response from your department to ensure the timely production of required for analysis. Delays in this process will likely extend the entire project and impact the delivery of final report. The data team will extract three year's worth of Calls for Service (CFS) from the CAD system. Once the Data Team is confident the data are accurate, they will certify that they have all the data necessary to complete the analysis.

Milestone 3c – Phase II: Data Certification – 14 days

Milestone 4a – Phase II (D): Data Analysis and Delivery of Draft Data Report – 30 days

Within thirty days of data certification, the analysis will be completed and a draft, unedited data report will be delivered to each of the departments for their review and comment. This data report will provide historical data for the distribution, concentration, reliability, and historical performance for the agency as well as review the role of the mutual and automatic aid departments. After the data draft report is delivered, an on-site visit by the operations team will be scheduled.

Milestone 4b – Phase II (D): Departmental Review of Draft Data Report – 14 days

The department will have 10 days to review and comment on the draft unedited data analysis. During this time, our Data team will be available to discuss the draft report. The Department must specify all concerns with the draft report at one time.

Milestone 4c – Final Data Report – 10 days

After receipt of the department's comments, the data report will be finalized within 10 days.

Milestone 5 – Phase II (B) and (C) - Conduct On-Site Visit – 30 days

Subject matter experts will perform a site visit within 30 days of the delivery of the draft data report. This on-site visit will include a detailed and comprehensive review of the services provided. Specifically, a review of staffing at all levels; facilities, equipment and vehicles, and training will be completed. The community risk assessment may be completed in conjunction with this site visit or scheduled independently. The project initiation will guide this decision.

Milestone 6 – Phase III: Establishment of Performance Objectives – 30 days

Within 30 days of the last on-site visit, the operations team will provide draft recommendations for service goals and objectives. The department will review and comment. The final document will include an opportunity for the CPSM Team and Department Management to establish a methodology for ongoing continuous performance measurement/management.

Milestone 7 – Phase IV: Final Standard of Coverage Document with Alternative Delivery Models- 60 days

This phase will include an evaluation of alternative deployment models to maximize the most efficient and effective manner to delivery fire and emergency medical services that are appropriate for both community

expectations and risk. Once the Department's comments and concerns are received by CPSM the combined final report will be delivered to the city within 15 days.

TOTAL ELAPSED TIME: 120 Days

Several of the milestones will run concurrently, therefore, the total elapsed time will remain within the 120 days with the exception of delays incurred by the agency.

E. Technical Approach

The Town of Weddington Fire Study Team will conduct a comprehensive assessment of the three volunteer departments serving the Town to produce recommendations of how best to provide fire service now and in the future. CPSM will be using objective performance, operational data, statistical analyses, community indicators, and GIS analyses to evaluate current performance and future demands for service. In addition, this study will provide a comprehensive examination of all operations to determine best practices, find new efficiencies, and determine the appropriate staffing, distribution, concentration, reliability, and typing of resources. The study will be informed by team members' deep, practical knowledge of national best practices in public safety, emerging models for the effective management of fire departments, expertise in the analysis of workload and deployment data, and capacity to track the impact of national trends on department-level operations. Project activities will include, but not be limited, to the following protocol, which has been developed and refined over the course of 200 previous studies:

The CPSM Weddington Fire Study Team will evaluate station locations, equipment, maintenance, records, policies, procedures, GIS ESRI mapping, implemented technology and innovations, facilities, training, and staff and rank structure to create recommendations related to the services provided by the Town of Weddington. In conjunction with a detailed community risk assessment, these recommendations will serve as the foundation for recommendations in deployment, staffing, and services provided.

Using information analyzed by the CPSM data team, the CPSM Fire/EMS Study Team's technical experts will conduct an operational assessment to evaluate the deployment of emergency resources and then develop recommendations around these key performance and analysis areas:

- **Comprehensive Data Analysis**
 - Incident Type Workload
 - Total Response Time
 - Unit Workload
 - Analysis of Busiest Hour
 - Travel Time
 - Dispatch Performance
 - Station Locations
 - Community Risk
- **Governance and Administration**
 - Organizational Structure
 - Organizational Leadership
 - Staffing and Deployment
 - External Relationships
- **Organizational Behavior/Management/Processes**
 - Time Allocation of Staff
 - Organizational Communication
 - Strategic Planning
 - Performance Measurement
- **Financial Resources (Operating and Capital Resources)**
- **Programs (Including EMS, Fire Suppression, Fire Prevention, Public Education, Fire Investigation, Technical Rescue, Hazardous Materials, Emergency Management, and Other Service Delivery Programs)**
- **Risk Management/All Hazards Approach to Community Protection**

The CPSM team will use GIS technology to review the current locations of deployed equipment and stations and to develop recommendations for future operations, including the adoption of best practices that may

increase the department's efficiency, cost-effectiveness, and service delivery. Response time for dispatched units and call density will be key factors in making these determinations.

In addition, the CPSM data team has created a methodology for determining resource utilization that quantifies the maximum and minimum deployment of personnel and equipment. It is unlike any other approach currently used by consultants and is indicative of the desire by CPSM to deliver the right resources at the right time.

CPSM is confident that you will find that all elements of the RFP are identified and appropriately tasked. Therefore, CPSM confirms the Proposer's agreement to meet or exceed the minimum requirements of this Request for Proposals. CPSM will utilize a task approach to accomplish the work plan as identified by Town of Weddington.

Phase 1: Project Initiation
Task Descriptions and Duration
<ul style="list-style-type: none"> • Introduction and overview of project scope with Town of Weddington Management • CPSM Project Manager and Team Leaders will refine the project scope with the Town of Weddington Management Team in an effort to capture all of the critical elements of the assessment and the assessment process • Areas of discussion include existing leadership and management practices, and where applicable, any perceived gaps in performance • Areas of discussion include existing operations, and where applicable, any perceived gaps in performance • Areas of discussion include existing funding models, finances, and facilities, and where applicable, any perceived gaps in performance • Areas of discussion will include preliminary areas of inquiry into best practices and functions of comparative value to Town of Weddington Management • Duration 30 days
On-Site Activities
The ICMA Study Team will conduct an on-site visit that will include structured interviews, direct observations, and validation of technical documents.
Deliverables
Issue document request for review and permission to access data for CPSM to conduct comprehensive quantitative analysis. Produce a summary document of agreed upon scope of work and areas of responsibility.

Phase 2: Evaluation of Current Conditions
Task Descriptions and Duration
<ul style="list-style-type: none"> • Develop an description of the community served to include the elements of population, geography, topography, and demographics • Describe current and recommend future organizational structure, lines of authority, and service delivery infrastructure • Review of Services provided: specifically, staffing at all levels, facilities, equipment, apparatus, and training • Review paid and incentive volunteer plans

<ul style="list-style-type: none"> • Conduct a comprehensive literature review concerning best practices, benchmarking of applicable standards, and accreditation requirements in the requested program areas • Compare and contrast Town of Weddington performance with best practices • Develop recommendations for improvement • Present the summary and critical findings of the best practices and benchmarking activities to the Town of Weddington Management Team so that they may make critical decisions regarding which gaps, opportunities, or areas of improvement are reasonable, feasible, and/or implementable prior to beginning the final report development in Phase 3 and 4 • Provide detailed assessment of a three-year historical performance that includes a detailed evaluation of the distribution, concentration, and reliability of current deployment model. • Develop recommendations for future demands and gaps in performance. • Evaluate the integration of mutual and automatic aid systems. • Duration 60 days (Concurrent with Task 1)
On-Site Activities
Conduct structured interviews and direct observations of current service delivery and infrastructure while onsite. Conduct a second site visit to conduct a detailed risk assessment. This second site visit may or may not be in conjunction with the operational analysis site visit.
Deliverables
Deliver draft comprehensive data report for agency review.

Phase 3: Establishment of Performance Objectives
Task Descriptions and Duration
<ul style="list-style-type: none"> • Make recommendations for performance objectives that are grounded in risk, community expectations, and practical obtainment • Make recommendations for each service delivery level • Make recommendations for appropriate critical tasking commensurate with best practice and community risk • Collaborate with Department Management to establish mechanisms for ongoing performance measurement and frameworks for data collection for continuous monitoring and improvement • Duration 30 days
On-Site Activities
Present recommendations to Department for review and comment.
Deliverables
Deliver draft report for review and comment

Phase 4: Development, Review, and Delivery of Standards of Cover (SOC) Report
Task Descriptions and Duration
<ul style="list-style-type: none"> • Review the locations of current fixed and mobile resources • Develop a comparison of current demands, response times, unit availability, reliability, and reasonable thresholds for recommending additional (or relocated) fixed and mobile resources • Utilize the CPSM team's research experience to provide relevant examples of best practice through examples of empirical research, where applicable

- Review current Fire Department operating procedures, including the compliment of apparatus dispatched to various call types in an effort to provide the most efficient and effective use of resources to meet best practice and community expectations for service
- Make specific recommendations regarding the relocation of existing fixed and mobile resources based on time of day (dynamic deployment analysis)
- Make specific recommendations on the number and location of future fire stations required to meeting anticipated service level demand increases
- Prepare and present a final report inclusive of data report and operational, efficiency, and staffing analyses
- Prepare and present executive summary of substantive findings
- Present final draft report and receive comment
- Final report provided
- **Duration 60 days**

On-Site Activities

Present draft final report to Town of Weddington Management and/or Study Committee.

Deliverables

Deliver draft report for review and comment. Deliver electronically the Final Report prior to the presentation of findings requested.

Proposed Fees



The quotation of fees and compensation shall remain firm for a period of 90 days from this proposal submission.

CPSM will conduct the analysis of the fire and EMS departments for \$44,089 exclusive of travel. The project would be billed in three installments: 40% within 14 days of signing the contract; 40% with delivery of the police, fire and EMS draft data analysis; 20% with delivery of the final report. Following delivery of the draft reports, the city will have 30 days to provide comments as to accuracy and a final report will be delivered within 30 days of the comment period.

A travel budget of \$5,000 is proposed.

Deliverables

Draft reports for fire will be provided for department review in electronic format.

In order to be ecologically friendly, CPSM will deliver the final report in computer readable material either by email or CD or both. The final reports will incorporate the operational as well as data analysis. Should the municipality desire additional copies of the report, CPSM will produce and deliver whatever number of copies the client request and will invoice the client at cost.

Should the City desire additional support or in-person presentation of findings, CPSM will assign staff for such meetings at a cost of \$2,000 per day/per person along with reimbursement of travel expenses.

Conclusion

CPSM supports ICMA's mission is to assist local governments in achieving excellence through information and assistance. Following this mission, CPSM *Center for Public Safety Management* acts as a trusted advisor, assisting local governments in an objective manner. In particular, CPSM's experience in dealing with public safety issues combined with its background in performance measurement, achievement of efficiencies, and genuine community engagement, makes CPSM a unique and beneficial partner in dealing with issues such as those being presented in this proposal. We look forward to working with you further.



Emergency Services
Consulting International

Letter of Submittal

June 2, 2014

Amy McCollum, Town Clerk/Administrator

Email – amy@townofweddington.com

RE: Fire Services Study

Dear Ms. McCollum

Emergency Services Consulting International (ESCI) is pleased to submit the following proposal to conduct the Fire Services Study for the Town of Weddington. We recognize the importance of this project and appreciate your consideration of our proposal.

ESCI has completed numerous fire department and emergency service studies utilizing our highly qualified staff. ESCI has a working knowledge and understanding of contemporary fire service and EMS organizations and the complexity of current delivery systems, as well as our ability to utilize advanced analytical technology and methodology to ensure accurate observations and recommendations.

We have developed a scope of work that addresses the aspects we feel are necessary to complete the Fire Services Study. The phases defined in our scope will gain a baseline analysis of the organization to help identify optimum future funding models. In addition, ESCI will present various funding alternatives to assist the region in sharing costs of emergency services with the advantages and disadvantages of each.

Kent Greene, ESCI's Senior Vice President, will be the Project Manager and will lead the Fire Services Study for the Town of Weddington. Kent has put together a project team that will provide the knowledge, support, and expertise that will contribute to the successful completion of this project.

We appreciate your consideration of our proposal and look forward working with the Town of Weddington in this important endeavor. If you have any questions, please do not hesitate to contact Kent Greene at 704-660-8027 or me at 800-757-3724.

Corporate Office
25030 SW Parkway Avenue
Suite 330
Wilsonville, OR 97070
503.570.7778

Eastern Region
111 Kilson Drive
Suite 208
Mooresville, NC 28117
704.660.8027

National Capital Region
4025 Fair Ridge Drive
Fairfax, VA 22033
703.273.9363

Sincerely,

Cynthia K. March
Chief Operations Officer

Honesty | Integrity | Service



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Profile of the Proposing Firm

ESCI Capabilities

Emergency Services Consulting International (ESCI) is an international firm providing specialized, high quality, professional fire, police, communications, and EMS consulting services to organizations throughout the United States and Canada. ESCI has been meeting the needs of emergency services agencies since 1976 and is considered by many to be the nation's leader in emergency services consulting. Utilizing a staff of six personnel and over 40 field consultants nationwide, ESCI provides consulting services to municipalities, districts, nonprofit organizations, and the industrial and commercial community.

ESCI is recognized as an expert in the field by the emergency service community. This is confirmed by our ongoing relationship with the International Association of Fire Chiefs (IAFC), the United States Department of Defense, the Western Fire Chiefs Association, the National Fallen Firefighters Foundation, the National Volunteer Fire Council, and the hundreds of clients we serve from coast to coast.

Since the beginning, ESCI has operated on the principles of honesty, integrity, and service. ESCI's philosophy is to maintain an active involvement within the emergency service disciplines and related fields, staying ahead of the rapid changes and issues facing our clients.

The mission of ESCI is to **improve public safety by facilitating the best, most advanced policy decisions.**

*...facilitating the
best, most advanced
policy decisions*

We will accomplish this by providing the highest value of consulting services and educational programs. ESCI utilizes a team of professionals committed to offering highly beneficial programs covering current and anticipated fire, police, communications, emergency management, and emergency medical services issues and needs.

We provide a wide array of services including organization audits and evaluations; cooperative effort and consolidation; health and safety evaluations; master, strategic, and growth management plans; deployment planning; hazard mitigation planning; executive searches; assessment centers; and customized consulting. ESCI has helped improve emergency services in hundreds of communities throughout the country. Our innovative training programs are improving the way organizations and people work.

ESCI encourages creative solutions to complex system dilemmas. The firm recognizes the cultural, economic, operational, legal, and political realities of the local environment. ESCI avoids pre-conceived biases in order to develop and implement imaginative and long-lasting solutions. In addition, ESCI equips its clients with the background, understanding, and confidence to tackle future problems as they arise.

ESCI at a Glance

- Mission: Improve public safety by facilitating the best, most advanced policy decisions
- Established in 1976
- Headquartered in Wilsonville, Oregon; with branch offices in Mooresville, North Carolina; and Fairfax, Virginia
- Extensive fire and EMS consulting throughout the US and Canada
- Six employees, over 40 expert field consultants



All of ESCI's field associates are active practitioners in their respective fields, with many involved in highly visible and responsible national leadership positions in law enforcement and fire/rescue services. We understand your issues, challenges, responsibilities, and offer proven methods to improve your effectiveness.

The ESCI Advantage

ESCI's advantage begins with our technical expertise and capability, extends to our experienced and highly qualified staff, and concludes with a product that will enable the Fire Department to meet the challenges of providing fire protection and emergency medical services into the future.

ESCI's team has first-hand experience in the process of analyzing emergency service providers and recommending an array of opportunities that are economically, culturally, and operationally feasible. Each team member is a specialist in fire, rescue, EMS, or related fields. The team will work collaboratively to create the best possible strategies and options for the Fire Department's decision makers. The *ESCI Advantage* includes:

- A clear understanding and appreciation of the complexity of the local and regional environment in North Carolina. Some previous clients and projects in North Carolina include:
 - Guilford County – Fire Service Agency Evaluation
 - New Hanover County – Master Plan and Feasibility Study
 - Kannapolis – Standards of Cover Analysis
 - Davidson – Station Location and Facility site Analysis
 - Sherrill's Ford Terrell Fire Rescue – Fire Chief Executive Search
- Over 35 years of public safety consulting experience; the successful completion of hundreds of consulting engagements. Some recent projects involving fire services study include the following:
 - South Metro, MN
 - Westwood, MA
 - Whitewater, WI
 - Florence County, SC
 - Danville, VA
 - Bangor, ME
 - Minneapolis, MN
 - Weirton, WV
 - Edmond, OK
 - Wausau, WI
- The ability to deliver a high quality product on time and with organizational support and endorsement.
- Knowledge of contemporary issues associated with delivery of emergency services.
- Experience with a variety of jurisdictions including municipalities, counties, state government, and the U.S. Department of Defense.
- A highly skilled and knowledgeable team of professionals with skill-sets necessary to meet your expectations.

To better serve our clients, ESCI maintains three regional offices. Contact information for each office and a complete organization chart are provided on the following page.



ESCI Offices

Corporate Headquarters

Jack W. Snook, President
Cindy March, Chief Operations Officer
25030 SW Parkway Avenue, Suite 330
Wilsonville, OR 97070
Phone: 800.757.3724
Email: cindy.march@ESCI.us

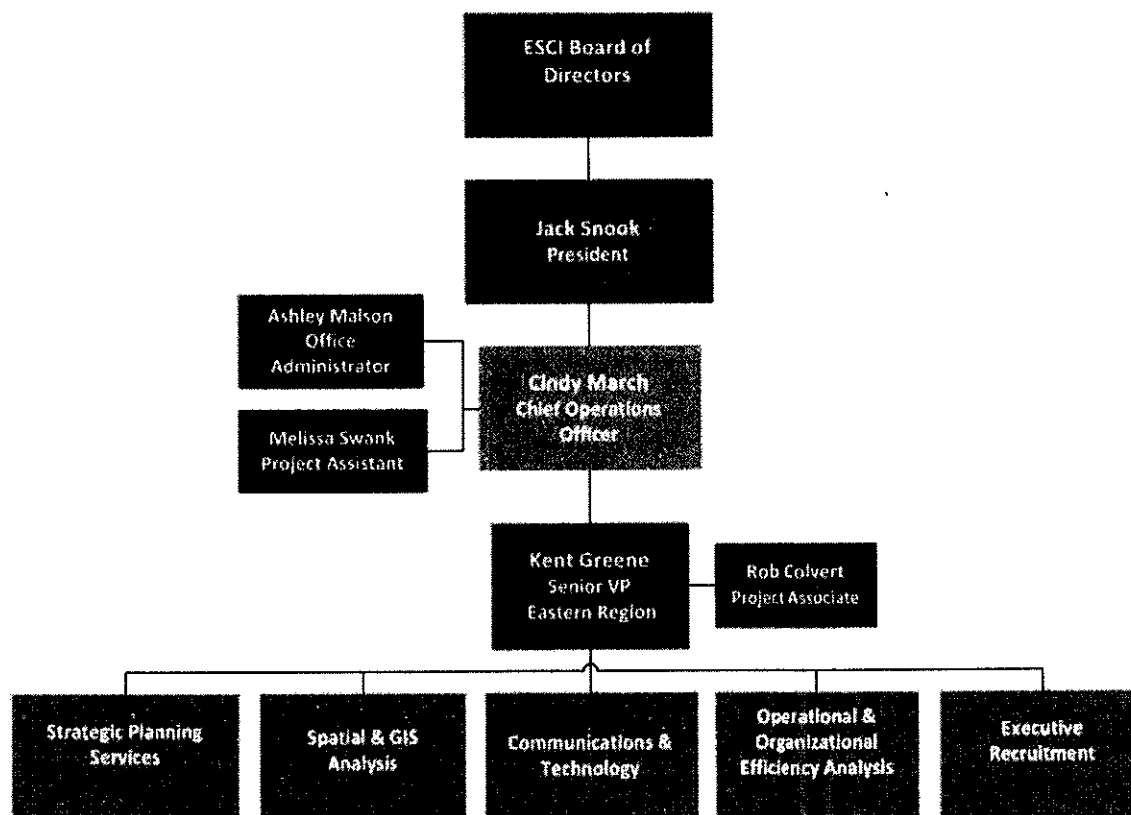
Eastern Region Office

Kent Greene, Senior Vice President
111 Kilson Drive, Suite 208
Mooresville, NC 28117
Phone: 704.660.8027
Email: kent.greene@ESCI.us

National Capital Region Office

Tommy Hicks
4025 Fair Ridge Drive
Fairfax, VA 22033
Phone: 703.273.0911
Fax: 703.273.9363
Email: tommy.hicks@ESCI.us

ESCI Organizational Chart





Project Methodology

ESCI's methodology reflects our understanding of your expectations and our experience in working with fire protection agencies in communities of similar size and character throughout North America. Key elements of ESCI's methodology include:

- A clear understanding of the project background, goals and objectives, and the complex issues that must be addressed.
- A comprehensive, well designed, and practical work plan that provides opportunities for stakeholder input.
- The utilization of the latest web-based communications technology, computer modeling, and geographic information systems (GIS).
- The commitment of sufficient professional resources and an ability to complete the project successfully meeting or exceeding the outlined scope and deliverables within the desired period at a reasonable cost.
- The production of a written report that provides systematic observation, analysis, and recommendations for all components and organizational systems.

ESCI employs ArcMap®, the most widely used product among local governments for GIS. ESCI performs statistical and analytical analysis of current and projected service demands, response time performance analysis, workload analysis, station location, and travel time modeling utilizing additional tools such as *Network Analyst*, *3D Analyst*, and *Spatial Analyst*. These tools, along with the considerable expertise of our consultants and staff, allow for the most advanced analysis available within the public safety field.

ESCI has established a model for analyzing the performance of fire companies both by means of conventional data analysis (temporal and workload analysis), as well as through the use of GIS (geographic analysis by fire management zone). Our analysis techniques primarily involve the use of geocoded CAD (computer-aided dispatch) data or NFIRS (National Fire Incident Reporting System) records, along with travel time modeling.

Effective Project Coordination and Management

During engagement, all work progress is measured against a work plan, timetable, budget, and deliverables. During the project, team members confer frequently to discuss progress as well as new or unanticipated issues. Our project management methodology ensures that services and activities are efficiently conducted and are focused, coordinated, and logical. All project team members are available for the duration of the project.

The selection and experience of the project manager is important to the success of this project. ESCI is offering in Kent Greene a project manager who will:

- Assist in the development and coordination of a project work plan.
- Have the ability to work closely with the Town of Weddington representatives.
- Facilitate project team meetings to share project findings and ideas.
- Provide direction based on experience in similar situations and knowledge of the department's capabilities and requirements.



Project Work Plan

The following phases and tasks will be completed to produce the final report and recommendations. This methodology has been developed specifically for this project based on our understanding of your expectations. ESCI will utilize approaches, tools, and techniques proven through experience to provide the kind and quality of information needed to make objective, informed decisions.

The evaluation and analysis of data and other information will be based on local standards, National Fire Protection Association (NFPA) standards, Insurance Services Office (ISO) schedules, Commission on Fire Accreditation International (CFAI)¹ self-assessment criteria, health and safety requirements, federal and state mandates relative to emergency services, and general accepted best practices within emergency services.

Assumptions

This scope of work is developed on the premise that the necessary information to adequately assess the Town of Weddington's current and potential future state is readily available and in a form, which facilitates external analysis. This contemporary information includes but is not limited to financial records, service demand data, GIS shape files, and other records and data necessary to conduct a thorough external analysis. ESCI assumes the Town of Weddington will fully cooperate in this study and will provide the requested data without cost and in a timely manner. If any of these assumptions are found not to be the case causing significant delay or excessive effort on ESCI's part to gather or recreate data, ESCI will immediately notify the Town of Weddington and discuss appropriate remedies. Such delays or excessive effort beyond ESCI's control may result in additional effort performed on a time and materials basis over and above the mutually agreed contracted amount.

Scope of Work – Fire Services Study

Phase I: Project Initiation

Task 1-A: Project Initiation & Development of Work Plan

ESCI will meet with project liaisons to gain a comprehensive understanding of the background, goals, and expectations for the project. ESCI's project manager will develop and refine a proposed work plan that will guide the project team. This work plan will be developed identifying:

- Primary tasks to be performed
- Person(s) responsible for each task
- Time table for each objective to be completed
- Method of evaluating results
- Resources to be utilized
- Possible obstacles or problem areas associated with the accomplishment of each task

This meeting will also help to establish working relationships, make logistical arrangements, determine an appropriate line of communications, and finalize contractual arrangements.

¹ The CFAI organization is now a subsection of the Center for Public Safety Excellence (CPSE) but maintains its prime function of accrediting fire agencies.



Task 1-B: Acquisition & Review of Background Information

ESCI will request pertinent information and data from the organization's assigned project manager. This data will be used extensively in the analysis and development of the study documents. The data and information relevant to this project will include, but not be limited to, the following:

- Past or current emergency service studies or research
- Local census and demographics data
- Zoning maps and zoning codes
- Financial data, including debt information, long-range financial plans and projections
- Current service delivery objectives and targets for each community
- Facilities and apparatus inventories
- Automatic and mutual aid agreements
- Records management data, including National Fire Incident Reporting System (NFIRS) incident data
- Computer-Aided Dispatch (CAD) incident records
- Local Geographic Information Systems (GIS) data, where available

Task 1-C: Stakeholder Input

The ESCI project team will conduct a site visit in the community for the purpose of conducting interviews with, and gathering information from, key personnel including:

- Elected or appointed officials
- Fire service managers and other key staff
- Finance function managers
- Others as they may contribute to this project

From these interviews, ESCI will obtain additional perspective on operational, economic, and policy issues facing the community. In addition, the project team will learn more about availability of data necessary to meet projected goals.

Phase II: Baseline Agency Evaluation

The initial phase of the study focuses on a baseline assessment of the current organizational conditions of the organization. ESCI will conduct a limited organizational review of the service area based on the elements included in the following tasks. The purpose of this evaluation is to create a benchmark against which the options for future funding and service delivery can be measured.

Task 2-A: Organization Overview

An overview of each department and community will be developed discussing:

- Service area population and demographics
- History, formation, and general description of the fire agencies
- Description of the current service delivery infrastructure
- Operating budget, funding, fees, taxation, and financial resources



Task 2-B: Service Delivery and Performance

ESCI will review and make observations in areas specifically involved in, or affecting, service levels and performance of the departments in order to best determine future funding models. Areas to be reviewed shall include, but not necessarily be limited to:

- Demand Study
 - Analysis of current service demand by incident type and temporal variation for each individual organization
 - Analysis and geographic display of current service demand density within the overall study area
- Distribution Study
 - Overview of the current facility and apparatus deployment strategy, analyzed through Geographical Information Systems software, with identification of service gaps and redundancies. This distribution study will be conducted for the study area as a whole, with all existing facilities included in the analysis.
- Performance Summary
 - Analysis of actual system response time performance, analyzed by individual companies (to the extent data is available). Performance analysis will be conducted for each jurisdiction individually and for the study area as a whole.

Based on the baseline assessment, ESCI will provide recommendations regarding existing services as well as potential enhancement of services to the Town through independent or cooperative efforts.

Phase III: Fiscal Analysis and Future Funding Models

ESCI will use the completed baseline assessment above to identify optimum future funding models.

Task 3-A: Fiscal Analysis

Budget modeling is used to measure the effects of the proposed change(s). Funding mechanisms are identified and comprehensive financial outcomes are provided for each strategy offered.

- Develop future funding models extending to a minimum of five years

Task 3-B: Funding Model

In addition to the fiscal state evaluation of each agency and the current cost share formulas, ESCI will present various funding alternatives to assist the region in the sharing of the cost of providing emergency services to the tax district and describe the advantages and disadvantages of each. Presented alternatives will include, but not necessarily be limited to, the following:

- Cost allocation based on, but not necessarily limited to:
 - Area
 - Assessed value
 - Deployment
 - Service demand
 - Population
 - Multiple variables



Phase IV: Development, Review, and Delivery of Project Report

Task 4-A: Development and Review of Draft Project Report

ESCI will develop and produce an electronic draft version of the written report in Word file format for review by the client and client representatives. Client feedback is a critical part of this project and adequate opportunity will be provided for review and discussion of the draft report prior to finalization.

The report will include:

- Detailed narrative analysis of each report component structured in easy-to-read sections and accompanied by explanatory support to encourage understanding by both staff and civilian readers
- Supportive charts, graphs, and diagrams, where appropriate
- Supportive maps, utilizing GIS analysis as necessary

Task 4-B: Delivery and Presentation of Final Project Report

ESCI will complete any necessary revisions of the draft and produce five copies of the bound, final version of the written report, along with an electronic version in .pdf file format.

A formal presentation of the project report will be made by ESCI project team member(s) to a joint meeting of the community leaders and/or organizations included in this study. The presentation will include the following:

- A summary of the nature of the report, the methods of analysis, the primary findings, and critical recommendations
- Supportive audio-visual presentation
- Review and explanation of primary supportive charts, graphs, diagrams, and maps, where appropriate
- Opportunity for questions and answers, as needed
- All presentation materials, files, graphics, and written material will be provided to the client at the conclusion of the presentation(s)

Optional: Public Input Meetings

At the conclusion of Phases I, II and III, and at the option of the client, ESCI staff will facilitate a community public input meeting intended to provide information and gather input from members of the general public, community organizations, and neighborhood associations. In order to assess public sentiment toward potential future system changes, discussions will center on the following issues:

- Customer perception of emergency services
- Desired level of service
- Expectations of cost of services delivered
- General input

The project team will prepare survey instruments, questionnaires and forms to be used during the community meeting. Professional graphics and a presentation of study objectives will be used to increase customers' understanding of their role in the process. The results of the assessment of current resources, projections of future demand and risk, and the fire service costs and existing funding sources will be summarized, presented and discussed in the public input meeting. Data and input gathered from the meeting will be summarized within the study, as well as during meetings with internal stakeholders. ESCI will provide facilitation staff for the public meeting, but will expect the client to assist with logistics, scheduling, meeting locations, and public advertising.



Timeline

ESCI offers the following project timeline, which is subject to change based upon mutual agreement of the Town of Weddington and ESCI during the project work plan development. ESCI anticipates the study will take approximately 120-days to complete.

Slippage of the timeline may occur if requested background information is not available to ESCI within two to four weeks of the request. Additionally, slippage may occur if the review of the Report Draft requires more than 14 days for examination and input, or significant revisions of the draft report are made. Availability of written status reports and oral reports to the Town of Weddington creates an effective flow of communications and information sharing process. This process assures the report, findings, and recommendations are anticipated, not a surprise; and supports the issues, concerns, and progress, discussed and presented by ESCI during the life of the project.

Project Team

ESCI will assign the following staff and associate consultants to the Fire Services Study. All team members will be available for the duration of the project.

Team Member	Responsibilities
<i>Jack Snook, Project Oversight</i>	Project oversight; time as required for support to Project Manager and the client's Project Manager.
<i>Kent Greene, Project Manager</i>	Project Manager/Client Liaison; responsible for the content and quality of the project and will ensure that the project is accomplished on schedule and within budget.
<i>Rob Strong, GIS Analyst</i>	GIS Analysis

*Associate resumes are on the following pages.



Jack W. Snook, President – Project Oversight

Mr. Snook has been with the company since 1976. He brings with him over 44 years of private and public sector experience at multiple levels. His formal education includes a Master's degree in Public Administration, a Bachelor of Science degree in Fire Administration, and an Associates of Arts degree in Fire Science. His career ranges from being the chief executive officer of a city and corporation to being the chief and administrator of one of the nation's 80 largest fire departments. He has been looked upon as a national leader in the fire service for many years.

Mr. Snook has extensive experience in providing consulting services to clients throughout the world. Areas of expertise include management and organization reviews, cooperative service and consolidation, strategic planning, program evaluations, and risk assessment. In 1991, he signed an exclusive contract with the International Association of Fire Chiefs (IAFC) to present all of their cooperative effort workshops nationwide. He is the co-author of the book entitled *Making the Pieces Fit, Through Cooperative Effort*. The publication is the recommended reference book by the IAFC and the International City/County Managers Association (ICMA). He has served as the project manager for over 200 projects throughout North America. Mr. Snook specializes in large regional fire service providers and Metro fire departments.

Recent assignments and/or appointments would include facilitator of the National Fallen Firefighters Foundation national summit to reduce line of duty deaths in America; moderator of the nation's first symposium to bring healthcare officials and the fire service together to develop a model program to reduce healthcare facility deaths and injuries; facilitator of a national roundtable to discuss emerging codes; and facilitator of the International Association of Fire Chiefs strategic plan (two years). Mr. Snook has key-noted over seventy-five conferences and conventions and has spoken at over 200 events.

Educational Background

- Masters Degree in Public Administration
- BS Degree in Fire Administration
- A/A Degree in Fire Science
- Fire Services Administration Institute graduate
- California Fire Officers' Academy graduate

Professional Experience

- President, Emergency Services Consulting International – 1996 to present
- President, Management Development Institute – 1976-1995
- Nine years Fire Chief of Tualatin Valley Fire and Rescue (OR)
- Four years Fire Chief of Lake Oswego (OR)
- 13 years Jackson County (OR) Fire District No. 3 (Firefighter to Deputy Chief)

Relative Experience

- City Councilman and Mayor – Central Point (OR) 1972-1978
- Fire Science Coordinator – Rogue Community College
- Adjunct Faculty Member – U.S. National Fire Academy



- International Association of Fire Chiefs – member, committee chair
- Western Fire Chiefs' Association – member
- Oregon Fire Chiefs' Association – member
- Metro Fire Chiefs' Association – member
- St. Mary's Home For Boys – Board of Directors (1994-2000)
- Oregon Donor Program – Board of Directors (2000-2005)

Associated Professional Accomplishments

- President Ronald Reagan – Letter of Commendation (Volunteerism)
- Lifetime Achievement Award – Oregon Fire Chiefs Association 2005
- IAFC – 1994 World Convention – Keynote speaker
- Oregon/ICS Taskforce – Past Chairman
- Contributing Author in *Managing the Fire Service Today*, ICMA
- Guest speaker and lecturer in 39 states and several foreign countries
- NFPA – Professional Standards Committee
- International Association of Fire Chiefs, Prof. Dev. Committee – past chairman
- International Association of Fire Chiefs – editorial committee
- Oregon Fire Standards and Accreditation – author, consultant
- Oregon Intergovernmental Services Bureau – advisory board
- Life Safety 2000 Committee Chairman – State of Oregon
- IAFC International Conference – Program Chairman (1986, 1987, 1988, 1989)
- Golden Trumpet Award – (one of seven recipients in OR's history) 1994
- Silver Trumpet Award – (one of three in OR's history, civilian contribution) 2001
- Listed in *Who's Who in the West*
- Author of several books and training video tape series

Summary of Projects

Agency Evaluations

Littleton Fire Department, CO	Highlands Ranch Metropolitan District, CO
Foster City, CA	Hull, MA
San Mateo, CA	Norwell, MA
South Metro Fire Department, CO	Cohasset, MA
Riverside Fire Department, IL	Reedy Creek Fire Department (Disney World), FL
Lyons Fire Department, IL	St. Helens Fire Protection District, OR
Greenwood Fire Department, IN	Scappoose Fire Departments, OR
Fallon Fire Department, NV	Benton County Fire Department No. 4, WA
Evans Valley Fire Department, OR	King County Fire Department No. 16, WA
Hermiston, OR	Thurston County Fire Department No. 3, WA
Cowlitz County Fire District #2, WA	Scituate, MA
Enumclaw, WA	Hingham, MA

Deployment Plans

Orange County Fire Authority, CA	Kansas City Fire Department, MO
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Strategic Plans

Orange County Fire Authority, CA
International Association of Fire Chiefs
New England Association of Fire Chiefs, MA
Kansas City Fire Department, MO
Tualatin Valley Fire & Rescue, OR
Oregon Fire Chief's Association
Oregon Fire District Directors Association
Washington Firefighters Association
Oregon Volunteer Firefighters Association

Enumclaw, WA
Reedy Creek Fire Department (Disney World), FL
Clark County Fire District 6, WA
Newberg Fire Department, OR
St. Helens Fire Protection District, OR
Scappoose Fire Departments, OR
King County Fire Department No. 16, WA
Thurston County Fire Department No. 3, WA
Cowlitz County Fire District #2, WA

Cooperative Effort Feasibility Studies

Foster City and San Mateo, CA
Honolulu (City and County), HI
Kootenai County and Post Falls, ID
Riverside and Lyons Fire Depts., IL
Cities of Scituate, Hingham, Hull Norwell and
Cohasset, MA

Jackson County Fire Dist. No. 3,
Jackson County F.D. No. 4, Lake Creek,
and the City of Central Point, OR
Lincoln County, OR
Clark County Fire Dist. No 5,
City of Vancouver Fire Dept., WA

Dispatch Services

Department of Defense, HI

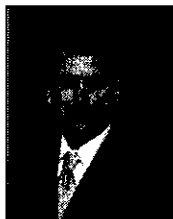
Executive Search

Reedy Creek Fire Department (Disney World), FL
Clackamas County Fire District No. 1, OR
Eugene Fire Department, OR
Houston Fire Department, TX

Boring Fire District, OR
St. Helens Fire Department, OR
Frankford Fire Department, IL

Miscellaneous Reports/Facilitations

Reserve Program Review
International summits on healthcare reform and the fire service
Emerging codes in the fire service for the IAFC
Development Fire Safety 2000 Plan for the State of Oregon
Orange County Fire Authority, California 2014 Standards of Cover



Kent Greene, Senior Vice President – Project Manager

Mr. Greene has been involved in emergency services for over 19 years. He served as the Emergency Services Director for Rockingham County and as Training Officer for Catawba County EMS, both in North Carolina. His areas of oversight have included 9-1-1 Communications, emergency management administration, and EMS operations and training.

He is a graduate magna cum laude from Lenoir-Rhyne College with a Bachelor of Science degree, and Jacksonville State University with a Master of Public Administration degree with a concentration in Emergency Management. His experience began as a volunteer firefighter and has evolved into service as an emergency medical services paramedic and Field Training Officer in metropolitan Charlotte, North Carolina.

Mr. Greene is also a Level II Emergency Management Coordinator in North Carolina and has served as the Central Region Representative for the North Carolina Association of Emergency Medical Services Administrators. Earlier in his career, Kent served in the United States Air Force and has field experience as a paramedic and firefighter.

Educational Background

- Master of Public Administration – Emergency Management concentration, Jacksonville State University
- Bachelor of Science – Pre-Medical Science/Chemistry, Lenoir-Rhyne College

Professional Experience

- Senior Vice President, Emergency Services Consulting International
- Senior Consultant, Emergency Services Consulting International
- Director, Rockingham County Emergency Services
- Field Training Officer, Mecklenburg EMS Agency
- Training Officer, Catawba County EMS
- EMT-Paramedic, Catawba County EMS
- Site Developer/Engineering Assistant, US Air Force Reserve
- Firefighter/Aerial Operator, Hickory Fire Department
- Rescue Technician, Hickory Rescue Squad
- Munitions Crew Chief, US Air Force
- Volunteer Firefighter, Patterson Fire Department

Relative Experience

- North Carolina Emergency Management Coordinator – Level II
- Emergency Medical Technician – Paramedic and Instructor
- Critical Care Emergency Medical Transport – Paramedic
- Emergency Medical Dispatcher
- National EMS Management Association
- National Emergency Management Association



Professional Accomplishments

- Central Regional Representative/Board of Directors, NC Association of EMS Administrators 2003/2004
- Regional Faculty for NC ACLS and PALS
- National Faculty for NC Emergency Cardiovascular Care in ACLS (1997)
- Academic Projects:
 - Mass Fatalities in the Gujarat, India Earthquake of January 2001
 - Political Adaptation in Emergency Services
 - Disaster Recovery Planning
 - The Local Effects of Administrative Law
 - The Health Insurance Portability and Accountability Act of 1996 and Its Effects on the Response to a Bioterrorism Event

Additional Coursework

- Emergency Program Manager Course
- Emergency Preparedness USA Course
- Managing Emergency Operations Course
- The EOC Role in Community Preparedness, Response and Recovery
- Introduction to Mitigation Course
- Basic Public Information Officer Course
- Hazardous Weather/Flood Preparedness Course
- Emergency Management Planning Course
- Inland Hurricane Planning Course
- Terrorism, Preparedness & Public Health Course

Summary of Projects

Fire and EMS Evaluations and Master Plans

Malta, NY	Red Wing, MN
Joshua, TX	Liberty County, GA
Fort Lupton, CO	Deptford Fire District, NJ
Tinley Park, IL	Temple, TX
Delta Township, MI	Central Cumberland County, PA
Hialeah, FL	Owensboro, KY
Guilford County, NC	Madison, OH
Alachua County, FL	Franklin Township Fire District 1, NJ
Minneapolis, MN	St. Albert, AB
Strathcona, AB	South Metro, MN
Wausau, WI	Spearfish, SD
Whitewater, WI	City of Edmond, OK
Missoula Rural Fire District, MT	Kannapolis, NC

Fire and EMS Evaluations

Albion, NY	Southbury, CT
St. Albert, AB, CAN	Harpwell, ME
Washington Terrace, UT	McKinney Fire Department, TX



Bangor, ME
Danville, VA
Hillsborough County, FL

Brookhaven, NY
Weirton, WV
Westwood, MA

EMS Master Plans

Collier County, FL
Citrus County, FL
Portage County/Stevens Point, WI
Avon Lake, OH

Pasco County, FL
Douglas County Fire District No. 2, OR
Boise, ID
Lewiston, ID

Staffing/Resource Deployment and Station Location

Bainbridge Township, OH
Danville, VA
Hialeah, FL
Brook Park, OH
Fort Lauderdale, FL
Chula Vista, CA

Whatcom County Fire District No. 14, WA
Douglas County Fire District #2, OR
Matlacha/Pine Island Fire Protect. Dist., FL
West St. Louis County, MO
Barnstable, MA

Cooperative Services Feasibility

Greater St. Louis County, MO
Liberty County, GA

Summit Township of Millburn, NJ
Bemidji, MN
Benson, MN
Carlton, MN
Mound/Minnitrista/St. Bonifacius, MN
Stillwater/Lake Elmo/Mahtomedi, MN
Westshore Council of Governments, OH
Shaker Heights/University Heights, OH
Hibbing, MN
Stevens County, MN

Hernando County, FL
Central Cumberland County, PA
Town and Village of Cohocton, Town and Village
of Wayland, Atlanta-North Cohocton Fire
District, NY
Ferndale/Hazel Park, MI
New Hanover County, NC
University City, MO
North Hennepin County, MN
Ramsey, MN
Hamel/Loretto, MN
Columbia Heights, MN

Strategic Plan

Clayton, MO
Red Wing, MN
Kansas City, MO
Lake and McHenry Counties, IL

Brookline, MA
Cloquet, MN
Washington Township, OH

Standards of Cover

Boise, ID
Maplewood, MO

St. Albert, AB

Survey of Fire Staffing

Groton, CT

Executive Recruitment

Boone County, MO
Winslow Township Fire District, NJ

Sherrill's Ford Terrell Fire Rescue, NC
City of Smyrna, GA



Rob Strong, Associate Consultant—GIS Specialist

Rob Strong has been involved in emergency services in Oregon over 30 years. Mr. Strong has 13 years of experience performing geographic information system (GIS) analysis and cartography work while serving as a fire captain/paramedic with the Bend Fire Department in Bend, Oregon. Rob retired as a fire captain/paramedic in

2006 after 26 years with the Bend Fire Department. He continues to work part time as a GIS and statistical analyst for the Department.

Mr. Strong's GIS duties at the Bend Fire Department have included developing a GIS data set to replace hand drawn map books, integrating fire department GIS data with a regional 911 communication center's data, and GIS analysis of the local road network to support a proposed fire station location. He performed GIS analysis as part of a deployment plan written by the Bend Fire Department and adopted by the Bend city council. Additionally, he has worked with a private vendor-Alseageospatial, Inc., to develop a mobile mapping GIS data set that is used on both fire and police department mobile data terminals. Mr. Strong is responsible for GIS analysis of incident data and makes recommendations concerning staff and apparatus placement to insure compliance with department response goals.

Educational Background

- Data Analysis & Presentation For the Fire Service Using Microsoft Excel, Center for Public Safety Excellence
- Associate of Applied Science – Structural Fire Science, Central Oregon Community College, Bend Oregon
- 35 quarter credit hours course work – GIS, Central Oregon Community College, Bend Oregon
- GIS Specialist for Incident Management Teams, National Wildfire Coordination Group – Department of Public Safety Standards and Training, Salem Oregon
- EMT-Paramedic, Central Oregon Community College, Bend Oregon

Professional Experience

- Associate Consultant, Emergency Services Consulting International
- GIS Analyst, Bend Fire Department
- Fire Department Consultant, Alseageospatial, Inc., Corvallis Oregon
- Fire captain/Paramedic, Bend Fire Department
- Flight Medic, Airlife of Oregon, Bend Oregon
- Fire engineer/Paramedic, Bend Fire Department
- Volunteer Firefighter, Hoodland Fire Protection District, Welches Oregon

Professional Accomplishments

- GIS Specialist, Oregon State Fire Marshal-Incident Management Teams
- Successful Department of Homeland Security Grant Process – resulted in the purchase of mobile data terminals and software for Bend Fire Department.
- Implementation of GIS position and purchase of GIS software and hardware for Bend Fire Department



Summary of Projects

Agency Evaluation

Groton FD, CT
Cowlitz County FD #2, WA
Walla Walla FD, WA
Eagle Fire Department, ID

East Pierce Fire and Rescue, WA
Snohomish County RFD #15, WA
Spearfish Volunteer Fire Department, SD
Polson Fire District, MT

Master Plan

Rio Blanco RFD (Meeker), CO
South Adams County FD, CO
Telluride, CO

Georgetown, TX
Missoula Rural Fire District, MT

Cooperative Services Feasibility Study

Clark County Regional Fire Authority, WA
Albany FD and Corvallis FD, OR
Hamel VFD and Loretto VFD, MN
City of Bellevue, City of Hailey, and
Wood River Fire and Rescue, ID
Burning Mountain FD, Glenwood Springs FD,
and Rifle FD, CO
North Snohomish County, WA
Ramsey, MN
Buhl, ID
Lafayette, OR

Lincoln County (6 Agencies), OR
Englewood FD and Littleton FD, CO
Hermiston Fire and Emergency Services and
Stanfield FD, OR
Poulsbo FD, North Kitsap Fire and Rescue, WA
Buena Vista FD, Chaffee County RFD, Salida FD,
and Chaffee County EMS, CO
Quincy, WA
Hibbing, MN
Arlington, WA

Strategic Plan

Kirkland, WA



References

Guilford County, North Carolina

Project: Fire Service Evaluation and Emergency Services Master Plan

Contact: Alan Purdue, Emergency Svc. Director
Guilford County
1002 Meadowood Street
Greensboro, NC 27409

Phone: 336-641-7565

Project Description: ESCI was engaged by Guilford County to conduct a comprehensive evaluation of each fire department serving areas within the county as well as provide policymakers with valuable information that could be used in making decisions about future service delivery. ESCI evaluated each fire department within the county as well as outside department who provide service inside the county. ESCI took a regional approach in this project and provided the county with recommendations for enhanced cooperative efforts between the various fire departments to provide increased efficiency and future cost reductions.

New Hanover County, North Carolina

Project: Regional Fire Protection Master Plan and Cooperative Effort Feasibility Study

Contact: Donnie Hall, Fire Chief
230 Government Center Drive
Suite 130
Wilmington, NC 28403

Phone: 352-540-6235

Project Description: New Hanover County engaged ESCI to conduct an evaluation of all county fire and emergency services with the intention of developing a regional master plan and evaluating the feasibility of enhancing cooperative efforts between the agencies.

ESCI provided a thorough assessment of the participating agencies; providing recommendations for short and mid-term improvements to current service delivery; identifying growth forecasts for local population, risk factors, and demand for emergency services; developing strategies for improvements to the deployment of facilities, apparatus, and staffing that would be necessary to maintain or achieve the target levels of performance; and presenting an evaluation of feasible organizational, governance, or operational changes involving various cooperative efforts



Kannapolis, North Carolina	
Project: Kannapolis, NC Standard of Cover Development	Contact: Scott Linebarger, Deputy Chief Phone: 704-920-4260 Email: slinebarger@cityofkannapolis.com
Project Description: This client asked ESCI to develop its Standard of Cover document, compliant with methodology in the 5 th Edition of the Standard of Cover Development Manual of the Commission for Fire Accreditation International. The project team visited the community and collected geographic and tabular data related to the community and the fire department, and reviewed all department resources, including stations, equipment, and personnel. ESCI developed a full Standard of Cover document, including community risk analysis, workload analysis, performance analysis and future performance goals and strategies. The document was published in the format style and content of the 5 th Edition model.	

City of Minneapolis, Minnesota	
Project: Fire Department Master Plan	Contact: John Fruetel, Fire Chief Minneapolis Fire Department 350 S. 5 th Street, 230 Minneapolis, MN 55415 Phone: 612-673-2890
Project Description: The City of Minneapolis Fire Department contracted with ESCI to provide a 3-phase evaluation and master plan of the organization. Phase I included an extensive round of interviews with key stakeholders including each city council member, key fire department leadership and management personnel, and city administration. Phase II served as the baseline evaluation of the fire department and included an analysis of all functions and operations including service delivery. These two phases provided the department with short and mid-term recommendations for improved efficiency and cost reductions. Phase III (currently underway) will provide the department with a community risk analysis, projection of future service demand and alternative future service delivery models.	

City of Whitewater, Wisconsin	
Project: Fire and Emergency Medical Services Evaluation	Contact: Cameron Clapper, City manager 312 Whitewater Street Whitewater, WI 53190 Phone: (262) 473-0100 Email: cclapper@whitewater-wi.gov
Project Description: The City of Whitewater contracted with ESCI to provide a comprehensive evaluation of the emergency services system serving the city and the surrounding townships. The evaluation included a review of all services provided by the Whitewater Fire and Ambulance department including administration, finance, management, staffing, training, prevention, technical rescue, hazardous materials and emergency medical services.	



Compensation Proposal

Emergency Services Consulting International is pleased to present the following formal cost proposal for the project outlined in the scope of work.

ESCI Not to Exceed: **\$23,386**, inclusive of expenses

Proposed Payment Schedule

- 10% payment due upon contract signing.
- Monthly invoicing thereafter as work progresses.

Information relative to cost quotation

- **Bid quotation is valid for 90 days.**
- ESCI Federal Employer Identification Number - 23-2826074.
- ESCI will receive full cooperation from person(s) representing the Town of Weddington.
- While engaged in the project, ESCI will report to a single point of contact.
- When requested, and in a timely manner, the client representative will provide to the ESCI project manager, data, information, and materials required for the completion of the objectives outlined in the detailed work plans submitted in this proposal.
- ESCI shall perform any additional work on a time and materials basis as requested in writing by the client at a negotiated hourly rate.



Appendix

Disclosures and Practices

Conflict of Interest Statement

ESCI has neither directly nor indirectly entered into any agreement, participated in any collusion or collusion activity, or otherwise taken any action which in any way restricts or restraints the competitive nature of this solicitation including but not limited to the prior discussion of terms, conditions, pricing or other offer parameters required by this solicitation.

ESCI is not presently suspended or otherwise prohibited by any government from participation in this solicitation or any other contracting to follow thereafter.

Neither ESCI nor anyone associated with ESCI has any potential conflict of interest because of or due to any other clients, contracts, or property interests in this solicitation or the resulting project.

In the event that a conflict of interest is identified in the provision of services, ESCI will immediately notify the client in writing.

Insurance

ESCI is insured in excess of \$2,000,000. Insurance certificates will be provided upon award of contract.

Litigation

ESCI has no past and/or pending litigation or unresolved lawsuits.

Employment Practices

ESCI is an equal opportunity employer. The company is guided by recognized industry standards, policies, and procedures. ESCI offers a wide range of employee benefits and ongoing training opportunities that has enabled ESCI to attract and retain quality consultants who are recognized as experts in emergency service organization, management, and service delivery. ESCI will not refuse to hire, discharge, promote, demote, or otherwise discriminate in matters of compensation against any person otherwise qualified, because of age, race, creed, color, sex, national origin, ancestry, or handicap.



Select Clientele, 2009 – 2013 (most recent five years)

Client	Project
Alachua County, FL	Master Plan
Alameda, CA	Strategic Plan
Albany/Corvallis, OR	Collaborative Effort Feasibility Study
Albemarle CO FR, VA	Officer Development Program
Albion, NY (Village of)	Fire and EMS Review
Anacortes FD/West Skagit County, WA	Fire and EMS Cooperative Services Facilitation
APCO, Canada	Standards Document – CANADA funds
North Snohomish County, WA	Cooperative Services
Arvada Fire Protection, CO	Standards of Cover
Arvada/Fairmont, CO	Feasibility Study
Astoria, OR	Internal Review
Avon Lake, OH	Cooperative Agreement/Consolidation
Bainbridge Township, OH	Facility Deployment and Staffing Study
Bangor, ME	Fire Department Management Study
Barnstable Fire Department, MA	Facility Location Study
Bay Area Economics, CA	Financial Consulting
Bemidji, MN	Feasibility Study
Bend, OR	Cooperative Services Study
Benson, MN	Shared Services Feasibility Study
Berger ABAM, WA	Vancouver (WA) Fire Service Delivery Assessment
Boise, ID	EMS Master Plan, Standards of Cover
BonTerra Consulting	Evacuation Plan
Boone County, MO	Executive Search
Boring FD, OR	Administrative Support Plus
Boring/Clackamas Fire Districts, OR	Cooperative Services
Boulder Rural, CO	Retreat Facilitation, Strategic Plan
Boulder Rural/Mt. View, CO	Feasibility Study
Brook Park, OH	Emergency Services Facility Closure Study
Brookhaven, NY	Financial Analysis, Fire Department Dissolution Feasibility Study
Brookline, MA	Technology Integration Consulting
Brooklyn Park (North Hennepin), MN	Fire Department Shared Services Study
Buhl, ID	Annexation Feasibility Study



Client	Project
Burbank, CA	Fire Department Comprehensive Review
Burning Mountains, CO	Management Consulting
Canby Rural Fire District #62, OR	Sustainability Study
Carlisle, PA	Deployment Analyses
Carlton, MN	Shared Services Feasibility Study
Central Jackson County (Blue Springs), MO	Dispatch Evaluation/Feasibility Regionalization
Central Kitsap Fire & Rescue, WA	Executive Search
Central Valley, MT Fire District	Station Location
Chaffee County, CO	Feasibility Study
Charleston, SC	Executive Recruitment
Chino Valley Independent Fire District, CA	Standards of Cover
Chula Vista, CA	Deployment Analysis, EUC Modeling Update, Fiscal Analysis of Fire Facility Master Plan, Deployment Analysis, Trigger Points for Village 9 Fire/EMS Services
Clark County, WA FD #5	Annexation Feasibility Analysis, Fire Authority Feasibility Study
Clark County, WA FD #6	Executive Search
Clayton, MO	Consolidation Study
Cloquet Area Fire District, MN	Strategic Plan, Review & Financial Analysis
Coeur D'Alene, ID	Kootenai County EMS System
Cohocton, NY (Town of)	EMS Consolidation Feasibility Study
Columbia 911 Communication District, OR	Executive Search
Columbia Heights, MN	Shared Services
Corcoran, MN	RFP Support Services
Corvallis PD, OR	Regional Communications Center Feasibility
Costa Mesa, CA	Fire Station Location/Response Time Modeling
Cowlitz #2 F & R, WA	Admin Services Retainer
Curry County Health District, OR	Community Attitude Survey
Danville, VA	EMS Agency Evaluation, Fire Station Location Study
Dauphin County, PA	Comprehensive Emergency Services Study
Davidson, NC	Station Location Study
Depoe Bay FPD/Newport FD, OR	Impact Assessment of Consolidation Study
Douglas County, OR	Dispatch Center Feasibility Study
Eagle Fire Department, ID	Agency Evaluation
East Pierce County FPD #22, WA	Capital Facilities Consulting



Client	Project
East Pierce Fire & Rescue, WA	Staffing and Deployment Analysis
Edmond, OK	Organizational and Operational Efficiency Analysis
Estacada Fire District, OR	Volunteer Recruitment Retention Strategic Plan
Estacada RFPD, OR	Administration Support Plus
Eugene Fire & EMS Department, OR	Feasibility Study
Evans, CO	Fire and Emergency Services Study
Everett, WA	Strategic Plan
Ferndale (Michigan Muni League), MI	Shared Services Study
Florence County, SC	Fire and EMS Evaluation
Franklin Township, NJ	Update of the Resource Deployment Analysis, Master Plan
Ft. Lauderdale, FL (With Stewart Cooper Newell Architects)	Station Location
Georgetown, TX	Master Plan
Gladstone, OR	Focused Management Review
Grand Traverse Metro Emergency Services Authority, MI	Evaluation of Potential Regionalization/Consolidation of Operations
Groton, CT	Survey of Fire Staffing Services
Guilford County, NC	Fire Service Agency Evaluation
Hailey-Wood River FPD, ID	Fire and Emergency Medical Services Study
Hamel-Lorretto, MN	Cooperative Efforts Feasibility Study
Hermiston, OR	Regional Fire and EMS Consolidation Study
Hibbing, MN	Shared Services
Highlands Ranch Metropolitan District, CO	Emergency Services Options Analysis
Hillsboro, OR	Executive Search
Hillsborough County, FL	Performance Audit
Honolulu Fire Department, HI	Merger Feasibility Study – EMS and Fire
Houston, TX	Executive Recruitment
IAFC, VA	Conference Facilitation
Imperial County, CA	Strategic Master Plan
Irvine, CA	Services Cost Analysis
Island County FD #3, WA	Executive Search
Jackson County FD #3, OR	Interim Chief, Executive Search Fire Chief, Facilities and Equipment Maintenance Study, Focused Management Review
Kannapolis, NC	Standards of Cover Analysis



Client	Project
Kansas City, MO	Fire/EMS CAD and RMS Integration, Standards of Cover and Strategic Plan
Kansas City/MAST, MO	Strategic Integration
Keizer Fire District, OR	Executive Search, Citizen's Advisory Group
King County Fire District 20, WA	Executive Recruitment
Kirkland, WA	Strategic Plan, Standards of Cover
Kootenai County EMS System, ID	Master Plan
La Pine Rural Fire District, OR	Executive Search
Lafayette, OR	Cooperative Services
Lake and McHenry Counties Fire Departments, IL	Strategic Plan Facilitation
Lakeside-Show Low-Pinetop, AZ	Cooperative Services Study
Lane County FD #1, OR	Executive Search with a Comprehensive Background Investigation
Larkspur Fire Protection District, CO	Fiscal Analysis
Lewiston, ID	EMS Master Plan
Lincoln County (Depoe Bay), OR	Collaborative Effort Feasibility Study
Littleton, CO	SOC and Strategic Plan
Littleton/Englewood, CO	Feasibility Study
Lompoc, CA	Master Plan, Assessment Center
Madison, OH	Evaluation and Master Plan
Malta, NY	Master Plan
Maplewood, MO	Consolidation Study, Standard of Cover
McKinney, TX	Operational Review of the Fire Department
McMinnville Police Department, OR	Strategic Plan Facilitation
McNulty Peoples Utility District, OR	Community Attitude Survey
Medford, OR	Master Plan
Medford/Jackson Co. 3, OR	Cooperative Services Study
Meeker (Rio Blanco) CO	EMS Director Recruitment, Master Plan
Meridian, ID	Fire Department Strategic Plan
Mid-Columbia Fire and Rescue, OR	Division Chief Executive Recruitment, Strategic Plan
Minneapolis, MN	Fire Department Evaluation/Master Plan
Minnetrasta, MN	Shared Services Feasibility Study, Police Feasibility Study
Missoula Rural Fire District, MT	Emergency Services Master Plan
Monterey Park, CA	Fire Service Analysis
Mound, MN	Police Feasibility Study



Client	Project
Mountain Vista, AZ	GIS Travel Time Mapping
Mt. Angel Rural Fire Protection, OR	Administration Support
N Washington FPD/SW Adams Co FD, CO	Financial Feasibility Study
North Kitsap Fire & Rescue, WA	Cooperative Efforts Feasibility Study
Nehalem Bay, OR	Executive Search
New Hanover County, NC	Master Plan/Feasibility Study
Newport Beach Fire Department, CA	Agency Evaluation, Standards of Coverage, Cooperative Services Feasibility Study, Strategic Plan
North Suburban 911 Center Des Plaines, IL	Quality Dispatch Solutions Communications Study
Northern Lakes Fire Protection District, ID	Service Contract Development, Validation of Perceived Needs
Northfield, MN	Consolidating Fire Services
Northshore, WA	Evaluation/Cooperative Efforts
Olivette, MO	Consolidation Study
Orange County Fire Authority, CA	Strategic Plan, Standards of Coverage
Palatine Rural Fire Protection District, IL	Strategic Plan Facilitation
Palo Alto, CA	Standards of Cover
Parkersburg, WV	Master Plan
Patterson/West Stanislaus, CA	Joint Agencies Strategic Plan
Polson Fire District, MT	Agency Evaluation
Port Ludlow Fire and Rescue, WA	Executive Search, Strategic Plan, Executive Recruitment
Poulsbo, WA	Feasibility Study
Quincy, WA	Fire Services Alternatives Study
Ramsey, MN	Shared Services Study
Regional Emergency Dispatch Center (Red Center), IL	Comprehensive Plan Update and Expansion Review
Reno, NV	Standards of Coverage Study with Truckee Meadows Fire Protection District
Richmond Heights, MO	Consolidation Study
Rifle Fire Protection District, CO	Cooperative Feasibility Study
Rifle/Burning Mountain, CO	Management Consulting
Salem, OR	Standards of Cover
Smyrna, GA	Executive Recruitment
Spokane, WA	Standards of Coverage and Annual Update
Tualatin Valley Fire and Rescue, OR	Volunteer Recruitment and Retention



May 8, 2014

Ms. Amy S. McCollum, CMC
Town Administrator/Clerk
Town of Weddington
1924 Weddington Road
Weddington, NC 28104

Dear Ms. McCollum,

McGrath Consulting Group, Inc. is pleased to respond to your inquiry of conducting an assessment/audit of the operating budget for the Providence Volunteer Fire Department. The purpose of this project is to have a professional consulting firm assess the level of service the Town is receiving, identify areas of excellence, identify opportunities for improvements, assess value of service for costs, and identify opportunities to improve services and/or identify means to be more cost efficient.

McGrath Consulting Group, Inc. began their 14th year of business this month. We have clients in 22 states including North Carolina. Dr. Tim McGrath CEO began his career as a volunteer firefighter and retired after 33 years as Fire Chief/paramedic. The majority of our consultants have volunteer experience and understand the importance of utilizing volunteer service providers.

Also attached to the email is a single page outline of topics we cover in a comprehensive audit. I have lined out the areas I believe we would eliminate, thus allowing us to focus on issues just beneficial to your Town and department. We will make contact with the other two service providers to your Town (Wesley Chapel VFD and Stallings VFD) in hopes of gaining an understanding of opportunities for greater cooperative efforts, which can result in improved services and/or reduced costs.

The following is a brief description of the audit component topics (the descriptions below are not intended to cover the entirety of that topic assessment; rather to provide an understanding of what occurs in that area of study):

- Governance – in the case of a private (non-municipal) corporation fire department, we address the process of selection of the Chief and Chief Officers and what influence, if any, the municipality has in the decision making process. We assess the risk to the fire department Board as well as to the Town in case of litigation or non-compliance to mandated standards.

- Department Operations – assess the current overall department operations for efficiency and effectiveness. Analyze the department’s organizational structure and compliance to accepted industry standards.
- Department Leadership – evaluate the leadership and management team structure. Review the Standard Operating Guidelines/Procedures – both emergency and non-emergency. Learn the culture of the organization to assist in making recommendations to the Town.
- Industry Standards – describe the implications of NFPA, ISO, OSHA, and accreditation benchmarks to the Town and department; outlining which are mandatory and which are advisory. Review the department’s operations for compliance to these standards.
- Staffing – evaluation of existing and potential future staffing methodologies:
 - Career
 - Paid-On-Premise
 - Paid-On-Call
 - Volunteer
 Assess staffing deployment at emergency scenes and on apparatus.
- Resource Deployment – acquire data from previous years to quantify resources needed and utilized. Analyze the amount of resources and identify needs or unneeded resources. Determine how cost-effectively resources are utilized.
- Stations/Facilities – evaluate current station location(s) utilizing GPS mapping, which will indicate travel times throughout the Town. Evaluate facility for both support and emergency appropriateness.
- Apparatus – identify the department’s current and future apparatus and equipment needs; including reduction of apparatus/equipment if warranted. Develop an apparatus replacement program to assist Town in future capital expenses.
- Fiscal – conduct an in-depth assessment of the fire department budgets to align with needs verses wants. Indicate the department’s fiscal efficiency. ***Identify areas in which the Town could save money while still providing high quality emergency services.***

The italicized and bolded item above is the foundation of the study. The consultants will need to examine the other topics listed in order to ensure the recommendations are achievable both in service delivery and costs.

I would request you determine from the attachment exactly what areas you want included, and we will provide a proposal with fixed costs with a guarantee not to exceed price. We estimate

the project would take a maximum of three months from the time the contract is signed until the final report and/or presentation is delivered. We estimated the above study topics would be near \$10,000; which would include all costs.

Please contact me for any additional information or questions pertaining to the evaluation of determine methods of obtaining high quality emergency services within fiscal restraints. We have recently updated our web page which will provide additional information www.mcgrathconsulting.com.

Sincerely,

Tim McGrath

Tim McGrath Ph.D.
CEO

McGrath Consulting – Fire/EMS Department Audit/Master Plan Components

Fire/EMS Audit/Master Plan addresses the following areas. The goal of the assessment is to examine opportunities to provide quality services in the most cost effective and efficient method while maintaining the organization's positives.

- Governance
- Department Overview/Operations
- Department Leadership
 - Leadership Team
- ~~Personnel Management—Human Resources~~
 - ~~Policy/Procedures~~
 - ~~Recruitment & Retention~~
 - ~~Labor Contracts~~
- Industry Standard Comparison
 - National, State, and Local
- Staffing/Staffing Methodology/Current & Future Needs
- ~~Community Vulnerability Identification~~
- Resource Deployment/Suppression/EMS Delivery System
- Emergency Response Data Analysis
- Stations/Facilities
- Apparatus/Equipment
- ~~Communication/Dispatch~~
- ~~Training~~
- ~~Fire Prevention~~
- ~~Community Safety Education~~
- Mutual/Automatic Aid
- ~~Service Goals for the Future~~
- ~~Future Opportunities for Cooperative Efforts~~
- Fiscal Analysis
- ~~Special Concerns—Topic Unique to the Client~~



To: Amy McCollum, CMC

From: Tim McGrath, Ph.D.

Date: June 5, 2014

Re: References

It was a pleasure speaking with you today and listed below are several references. Please feel free to contact anyone on this list, or on our webpage www.mcgrathconsulting.com.

Village of Roselle, IL

Contact: Mr. Jeffrey O'Dell – Village Administrator (630) 671-2828; email: jodell@roselle.il.us

Project: Comprehensive fire department audit with special on staffing

City of Ashland, KY

Contact: Mr. Stephen W. Corbitt – Former City Manager – cell (606) 922-4135; email: stevecorbitt@hotmail.com

Project: Comprehensive assessment of fire department; special areas of concern were staffing and means to improve the fiscal efficiency of the department.

Eastern Band Cherokee Fire Department, NC

Contact: Forrest Parker – Department Operations Officer – (828) 554-6444; email: forrpark@nc-cherokee.com.

Project: Comprehensive assessment of fire department. Placement of a mentor to assist the current fire chief.

Dodge City & Ford County, KS

Contact: Ms. Cherise Tieben –City Manager (620) 225-8100; email: cheriset@dodgecity.org

Project: Audit and consolidation study of County FD and City FD included comprehensive audits of each organization.

City of O'Fallon, IL

Contact: Ms. Pamala Funk – Assistant City Administrator – (618) 624-4500; email: pfunk@ofallon.org or Fire Chief Brent Saunders – (618) 622-1461; email: bsaunders@ofallon.org

Projects: (multiple projects) Comprehensive fire department audit and master plan. Fire station location master plan.

City of Ketchum, ID

Contact: Fire Chief Mike Elle, (208) 726-7805; email melle@ketchumfire.org

Project: Fire department re-assessment (from previous study) and pricing value of contractual services

TOWN OF WEDDINGTON

MEMORANDUM

TO: Weddington Town Council

FROM: Amy S. McCollum, Town Administrator

DATE: June 3, 2014

SUBJECT: Public Safety Appointment

There is currently a vacancy on the Public Safety Advisory Committee due to the resignation of Douglas Sabo whose term is to expire in 2017. Applications from individuals wishing to serve on this Committee are included in your packet.

Please let me know if you have any questions.

APPLICATION TO SERVE ON APPOINTED BOARDS,
COMMITTEES OR COMMISSIONS

BOARD APPLYING FOR: Public Safety Committee
NAME: Sandra Dear Lynch
ADDRESS: 4845 Antioch Church Road
ADDRESS: Matthews, NC 28104 YEARS IN WEDDINGTON 12
TELEPHONE: (HOME) (704) 844-9190 OFFICE/MOBILE (704) 860-9361
(FAX) N/A
E-MAIL address: Sandradlynch2@aol.com
EDUCATION: BS - Gardner-Webb University
OCCUPATION: Sales

Please list civic and fraternal organizations in which you participate in Union County:

N/A

Please explain your interest in serving on the above named board:

My son is entering his senior year of school. I have free time on my hands and I want to get involved in the community.

I am applying for the Public Safety Committee or anything that is available.

Date: 6/24/2013

Signature: Sandra Dear Lynch

Note: Information provided in this application is considered a matter of public record. It may, therefore, be subject to disclosure upon request pursuant to North Carolina's Public Records Law. N.C.G.S., Section 132-1, et seq.

Return to: Amy McCollum, Town Administrator, Town of Weddington, 1924 Weddington Road, Weddington, NC 28104

FOR OFFICE USE ONLY: Date Received: 6/24/13

**APPLICATION TO SERVE ON APPOINTED BOARDS,
COMMITTEES OR COMMISSIONS**

BOARD APPLYING FOR: Public Safety Committee

NAME: Marcos J. Bilbao

ADDRESS: 225 Water Oak Lane

ADDRESS: Matthews, NC 28104 YEARS IN WEDDINGTON 15

TELEPHONE: (HOME) 704-847-9799 OFFICE/MOBILE 704-519-7599 (FAX) N/A

E-MAIL address: marcos@bilbaos.com m@rcosbilbao.com

EDUCATION: FEMA certified, SkyWarn certified, CISSP (Certified Information Security Services Professional), Mecklenburg Sheriff's Office Citizens Academy graduate, Charlotte Mecklenburg County Police Department Citizen's Academy (in progress), GA State - Information Systems, GA Tech - Industrial Engineering

OCCUPATION: Wells Fargo, VP, Enterprise Infrastructure Architect

Please list civic and fraternal organizations in which you participate in Union County:

- Union County Amateur Radio
- Union County Board of Elections, Chief Judge
- Union County SkyWarn
- InfraGard member (FBI & private sector partnership – www.infragard.org)

Please explain your interest in serving on the above named board:

- Pragmatically apply talents and experience in service to my community

Any other comments:

LinkedIn: www.linkedin.com/in/marcosbilbao/

FaceBook: www.facebook.com/marcos.bilbao

Date: MAY 29, 2014 Signature: 

Note: Information provided in this application is considered a matter of public record. It may, therefore, be subject to disclosure upon request pursuant to North Carolina's Public Records Law. N.C.G.S., Section 132-1, et seq.

Return to: Amy McCollum, Town Administrator, Town of Weddington, 1924 Weddington Road, Weddington, NC 28104

FOR OFFICE USE ONLY: Date Received: 6/2/14



TOWN OF WEDDINGTON MEMORANDUM

DATE: 6/09/14
TO: MAYOR AND THE TOWN COUNCIL
CC: AMY MCCOLLUM, TOWN CLERK
FROM: JULIAN BURTON, ZONING ADMINISTRATOR/PLANNER
RE: UPDATE FROM PLANNING/ZONING OFFICE

Staff has received a Sketch Plan application for the Falls at Weddington major conservation subdivision, located off of Antioch Church Rd. PIMs are scheduled for June 18th and 19th, 2014.

- The following items were on the May 19th, 2014 Planning Board agenda:
 - Review and Consideration – Weddington UMC CZ Application
 - Minor Subdivision – David Harrington
- The following items will be on the June 23rd Planning Board agenda for discussion:
 - Review and Consideration of Sketch Plan for Falls at Weddington
 - Review and Consideration of Atherton Estates Final Plat Map 1
 - Minor Subdivision: Sessions
- The following items may be on the July 14th Town Council agenda:
 - Weddington United Methodist Church CZ Application
 - Review and Consideration of Atherton Estates Final Plat Map 1
 - Public Hearing: Review and Consider Text Amendment: Homeowners Association and street maintenance (within checklist)
 - Public Hearing: Review and Consider Text Amendment: Notification submitted to Facilities Director of UCPS of all proposed major subdivisions (within checklist).
 - Review and Consideration of Sketch Plan for Falls at Weddington



TOWN OF WEDDINGTON MEMORANDUM

DATE: 6/5/14

TO: MAYOR AND TOWN COUNCIL

FROM: AMY S. MCCOLLUM, TOWN ADMINISTRATOR

RE: **UPDATE**

The date for the next retreat is Thursday, August 28 here at the Town Hall. More details to come.

Councilwoman Barbara Harrison interviewed Mr. Tyler Sommers for the Historian Intern. Tyler lives in the Town and currently attends Harding University in Arkansas. He will start work with the Town on June 6.

Our new Code Enforcement Officer has been very busy. We plan to meet with him on Tuesday of next week for an update on items he has been working on and he has a hearing set here for Wednesday.

The Retreat Action Items list will be updated after the Public Safety Advisory Committee and Planning Board meeting in June to report on their items.

I am working on the following items that Finance Officer Gaylord said could be purchased out of this year's budget: Telephone System, Copier, Laptop and Recording Software. Ipad for Finance Officer has been purchased.

Upcoming Dates:

June 10, 2014	-	Public Safety Meeting at 10:00 a.m.
June 18 and 19, 2014	-	Public Involvement Meetings – The Falls Subdivision
June 23, 2014	-	Planning Board Meeting
July 4, 2014	-	Town Hall Closed for Independence Day
August 7, 2014	-	Auditors Scheduled
September 20, 2014	-	Weddington Country Festival

PROVIDENCE VFD

Mecklenburg Fire:	5
Mecklenburg EMS:	0
Union Fire:	25
Union EMS:	14
 Total Calls for Service:	 44
 Total Training Hours:	 479.00

Joshua Dye, Chief
Providence VFD
Station 704-846-1111 ext.1
chief@providencevfd.com

Providence Volunteer Fire Department

Income & Expense Budget Performance

May 2014

Ordinary Income/Expense

May 14	Budget	\$ Over Budget	Jul '13 - May 14	YTD Budget	\$ Over Budget	Annual Budget
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Income

110 - Subsidies

111 - Mecklenburg Cty	8,244.66	5,416.66	2,828.00	49,509.06	59,583.34	-10,074.28	65,000.00
113 - Town of Weddington	48,318.75	45,500.00	2,818.75	537,356.25	500,500.00	36,856.25	546,000.00
116 - Town of Weddington - Other	0.00			71,429.41			
117 - Mecklenburg Cty Radio Subsidy	0.00	1,300.66	-1,300.66	0.00	14,307.34	-14,307.34	15,608.00
Total 110 - Subsidies	56,563.41	52,217.32	4,346.09	658,294.72	574,390.68	83,904.04	626,608.00

120 - Dues & Fees

121 - Union County Fire Fees	0.00	833.33	-833.33	11,502.00	9,166.67	2,335.33	10,000.00
Total 120 - Dues & Fees	0.00	833.33	-833.33	11,502.00	9,166.67	2,335.33	10,000.00

130 - Vol Donations

131 - Memorials	0.00	41.66	-41.66	0.00	458.34	-458.34	500.00
132 - Grants	0.00			325.00			
134 - Other	20.00	250.00	-230.00	7,351.58	2,750.00	4,601.58	3,000.00
130 - Vol Donations - Other	0.00			1,216.70			
Total 130 - Vol Donations	20.00	291.66	-271.66	8,893.28	3,208.34	5,684.94	3,500.00

140 - Other Income

142 - Fire Fighters' Relief Fund	0.00	416.66	-416.66	1,047.59	4,583.34	-3,535.75	5,000.00
143 - Fuel Tax Refund	0.00	83.33	-83.33	0.00	916.67	-916.67	1,000.00
144 - Sales Tax Refund	0.00	250.00	-250.00	0.00	2,750.00	-2,750.00	3,000.00
145 - Interest	0.00	250.00	-250.00	167.72	2,750.00	-2,582.28	3,000.00
147 - Medic-EMS Reimbursement	1,068.60	1,000.00	68.60	11,466.90	11,000.00	466.90	12,000.00
148 - Firemen Relief Interest	0.00			6.64			
155 - Christmas Fundraising Income	0.00			6,603.00	5,000.00	1,603.00	5,000.00
156 - Newsletter Income	0.00			0.00	7,500.00	-7,500.00	7,500.00
140 - Other Income - Other	0.00			75.00			
Total 140 - Other Income	1,068.60	1,999.99	-931.39	19,366.85	34,500.01	-15,133.16	36,500.00

Total Income

57,652.01	55,342.30	2,309.71	698,056.85	621,265.70	76,791.15	676,608.00
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Expense

200 - Administration

202 - Legal Fees	0.00	416.66	-416.66	546.50	4,583.34	-4,036.84	5,000.00
203 - Building Upgrade Fees	2,153.50			72,239.20			
204 - Ladder Shed Upgrade Fees	0.00			79,666.38			
209 - Annual Dinner/Award	0.00			4,319.00	4,000.00	319.00	4,000.00
210 - Fire Chief Discretionary	32.10	166.66	-134.56	2,100.81	1,833.34	267.47	2,000.00
211 - Bank Charges & Credit Card Fees	0.00	20.83	-20.83	173.54	229.17	-55.63	250.00
212 - Prof Fees	450.00	458.33	-8.33	11,800.00	5,041.67	6,758.33	5,500.00
213 - Computer Upgrades	0.00	166.66	-166.66	2,990.00	1,833.34	1,156.66	2,000.00
214 - Off Supplies	0.00	208.33	-208.33	2,447.27	2,291.67	155.60	2,500.00
215 - Printing/Newsletter	0.00			1,280.00	3,000.00	-1,720.00	3,000.00
216 - Postage	33.32	125.00	-91.68	1,259.81	1,375.00	-115.19	1,500.00
217 - Dues, Subscriptions, & Internet	0.00	62.50	-62.50	1,450.40	687.50	762.90	750.00
218 - Fire Fighters' Association	0.00			520.00	500.00	20.00	500.00
219 - Miscellaneous	57.10	166.66	-109.56	2,848.56	1,833.34	1,015.22	2,000.00
Total 200 - Administration	2,726.02	1,791.63	934.39	183,641.47	27,208.37	156,433.10	29,000.00

220 - Insurance

221 - Business Auto	0.00			8,727.00			
223 - Vol. Fire Fighters' Workers Com	0.00			0.00			8,000.00

Providence Volunteer Fire Department

Income & Expense Budget Performance

May 2014

	May 14	Budget	\$ Over Budget	Jul '13 - May 14	YTD Budget	\$ Over Budget	Annual Budget
224 · Commercial Package	187.00	1,666.67	-1,479.67	15,724.00	18,333.33	-2,609.33	20,000.00
226 · Accident & Sickness Policy	0.00			1,910.00			
Total 220 · Insurance	187.00	1,666.67	-1,479.67	26,361.00	18,333.33	8,027.67	28,000.00
225 · Drug Testing/Physical Exams	820.00	416.66	403.34	3,225.00	4,583.34	-1,358.34	5,000.00
230 · Taxes							
231 · Sales Taxes							
232 · Meck CO.	156.57	125.00	31.57	7,784.04	1,375.00	6,409.04	1,500.00
233 · Union County	0.00	33.33	-33.33	1,467.61	366.67	1,100.94	400.00
238 · NC Sales & Use Qualifying Foo	29.50			29.50			
Total 231 · Sales Taxes	186.07	158.33	27.74	9,281.15	1,741.67	7,539.48	1,900.00
236 · Property Tax	0.00	8.33	-8.33	0.00	91.67	-91.67	100.00
237 · Freight	58.16	8.33	49.83	1,598.93	91.67	1,507.26	100.00
Total 230 · Taxes	244.23	174.99	69.24	10,880.08	1,925.01	8,955.07	2,100.00
240 · Interest Expense	0.00			3.00			
300 · Build Maintenance							
370 · Security Monitoring	0.00			261.00			
310 · Cleaning	0.00			0.00	375.00	-375.00	500.00
320 · Landscaping & Lawn Care	0.00	208.33	-208.33	3,190.00	2,291.67	898.33	2,500.00
330 · Trash and Landfill	50.00	41.66	8.34	550.00	458.34	91.66	500.00
340 · Pest Control	0.00			585.00	500.00	85.00	500.00
350 · Maintenance Supplies	662.61	416.66	245.95	9,692.44	4,583.34	5,109.10	5,000.00
351 · Furniture	0.00	166.66	-166.66	1,808.00	1,833.34	-25.34	2,000.00
360 · Repairs	0.00	833.33	-833.33	6,248.36	9,166.67	-2,918.31	10,000.00
Total 300 · Build Maintenance	712.61	1,666.64	-954.03	22,334.80	19,208.36	3,126.44	21,000.00
400 · Utilities							
410 · Electric	584.77	833.33	-248.56	7,465.21	9,166.67	-1,701.46	10,000.00
420 · Natural Gas	83.43	291.66	-208.23	2,983.22	3,208.34	-225.12	3,500.00
430 · Telephone	120.02	291.66	-171.64	4,806.64	3,208.34	1,598.30	3,500.00
440 · Water	154.80	41.66	113.14	806.75	458.34	348.41	500.00
Total 400 · Utilities	943.02	1,458.31	-515.29	16,061.82	16,041.69	20.13	17,500.00
500 · Fire Fighters' Equip/Training							
510 · Clothing							
512 · Dress Uniforms	0.00	166.66	-166.66	337.00	1,833.34	-1,496.34	2,000.00
513 · Clothing - Other	0.00	416.66	-416.66	1,540.71	4,583.34	-3,042.63	5,000.00
Total 510 · Clothing	0.00	583.32	-583.32	1,877.71	6,416.68	-4,538.97	7,000.00
520 · Equipment							
521 · Radios\ Pagers - New	0.00	250.00	-250.00	2,700.00	2,750.00	-50.00	3,000.00
522 · Radios\ Pagers - Maintenance	0.00	83.33	-83.33	3,670.50	916.67	2,753.83	1,000.00
523 · Equipment - New	0.00	750.00	-750.00	14,160.75	8,250.00	5,910.75	9,000.00
524 · Equipment - Maintenance	0.00	416.66	-416.66	15,989.16	4,583.34	11,405.82	5,000.00
525 · Firefighting Supplies	57.36	416.66	-359.30	1,136.41	4,583.34	-3,446.93	5,000.00
528 · Mecklenburg Radio Contract	0.00	1,300.66	-1,300.66	9,916.68	14,307.34	-4,390.66	15,608.00
Total 520 · Equipment	57.36	3,217.31	-3,159.95	47,573.50	35,390.69	12,182.81	38,608.00
529 · PPE (Personal Protective Equip)	84.50	2,916.66	-2,832.16	16,975.62	32,083.34	-15,107.72	35,000.00
530 · Medical							
531 · Equipment	0.00			3,007.00			
532 · Supplies	151.19	208.33	-57.14	4,052.02	2,291.67	1,760.35	2,500.00
533 · Waste	279.28	125.00	154.28	2,659.08	1,375.00	1,284.08	1,500.00
Total 530 · Medical	430.47	333.33	97.14	9,718.10	3,666.67	6,051.43	4,000.00

Providence Volunteer Fire Department

Income & Expense Budget Performance

May 2014

	May 14	Budget	\$ Over Budget	Jul '13 - May 14	YTD Budget	\$ Over Budget	Annual Budget
540 - Training							
541 - Seminars	0.00	1,075.00	-1,075.00	4,840.70	11,825.00	-6,984.30	12,900.00
542 - Books	0.00	125.00	-125.00	2,445.17	1,375.00	1,070.17	1,500.00
543 - PR Literature	0.00	125.00	-125.00	0.00	1,375.00	-1,375.00	1,500.00
544 - Other - Training Bonus	0.00	1,958.33	-1,958.33	4,553.67	21,541.67	-16,988.00	23,500.00
540 - Training - Other	0.00			527.63			
Total 540 - Training	0.00	3,283.33	-3,283.33	12,367.17	36,116.67	-23,749.50	39,400.00
Total 500 - Fire Fighters' Equip/Training	572.33	10,333.95	-9,761.62	88,512.10	113,674.05	-25,161.95	124,008.00
600 - Fire Engines							
620 - '99 Southern Coach Eng #322	2,763.47	1,250.00	1,513.47	29,227.44	13,750.00	15,477.44	15,000.00
635 - '93 KME Engine #323	0.00	833.33	-833.33	25,178.10	9,166.67	16,011.43	10,000.00
640 - '03 Red Diamond #324	0.00	500.00	-500.00	2,392.97	5,500.00	-3,107.03	6,000.00
650 - '02 Ford Quesco Brush #326	952.02	166.66	785.36	1,809.39	1,833.34	-23.95	2,000.00
660 - '95 Intern\Hackney Squad #32	0.00	416.66	-416.66	1,197.31	4,583.34	-3,386.03	5,000.00
680 - '06 KME Pumper #321	0.00	1,333.33	-1,333.33	12,725.90	14,666.67	-1,940.77	16,000.00
681 - Diesel Fuel	1,158.00	1,583.33	-425.33	15,695.64	17,416.67	-1,721.03	19,000.00
682 - Gasoline	0.00	16.66	-16.66	96.15	183.34	-87.19	200.00
683 - Cleaning Supplies	0.00	83.33	-83.33	0.00	916.67	-916.67	1,000.00
684 - Miscellaneous Parts	194.60	83.33	111.27	730.51	916.67	-186.16	1,000.00
685 - Fire Engines - Other	0.00	500.00	-500.00	51.06	5,500.00	-5,448.94	6,000.00
Total 600 - Fire Engines	5,068.09	6,766.63	-1,698.54	89,104.47	74,433.37	14,671.10	81,200.00
800 - Firefighters Payroll							
801 - Payroll - Day Shift (Hourly)	14,116.00	17,480.00	-3,364.00	175,210.75	192,280.00	-17,069.25	209,760.00
809 - Payroll - Day Shift (Stipend)	2,160.00	1,500.00	660.00	21,840.00	16,500.00	5,340.00	18,000.00
802 - Payroll - Night Shift (Hourly)	9,717.00	9,490.00	227.00	106,262.50	104,390.00	1,872.50	113,880.00
810 - Payroll - Night Shift (Stipend)	1,905.00	1,825.00	80.00	25,765.00	20,075.00	5,690.00	21,900.00
808 - Payroll Expenses							
FICA	2,152.54	1,798.58	353.96	25,247.93	19,784.42	5,463.51	21,583.00
SUTA	452.45	500.00	-47.55	4,213.29	5,500.00	-1,286.71	6,000.00
808 - Payroll Expenses - Other	330.00	125.00	205.00	2,051.20	1,375.00	676.20	1,500.00
Total 808 - Payroll Expenses	2,934.99	2,423.58	511.41	31,512.42	26,659.42	4,853.00	29,083.00
Total 800 - Firefighters Payroll	30,832.99	32,718.58	-1,885.59	360,590.67	359,904.42	686.25	392,623.00
850 - Christmas Fundraising Expense	0.00			3,712.55	4,000.00	-287.45	4,000.00
Total Expense	42,106.29	56,994.06	-14,887.77	804,426.96	639,311.94	165,115.02	704,431.00
Net Ordinary Income	15,545.72	-1,651.76	17,197.48	-106,370.11	-18,046.24	-88,323.87	-27,823.00
	15,545.72	-1,651.76	17,197.48	-106,370.11	-18,046.24	-88,323.87	-27,823.00

Wesley Chapel Volunteer Fire Department

Incident List by Alarm Date/Time

Alarm Date Between {05/01/2014} And {05/31/2014}

Incident-Exp#	Alm Date	Alm Time	Location	Incident Type
14-1401782-000	05/01/2014	16:38:51	500 CLEARWOOD CT /MARVIN,	113 Cooking fire, confined to co
14-1401786-000	05/02/2014	06:47:03	9303 CLERKENWELL DR	311 Medical assist, assist EMS c
14-1401790-000	05/02/2014	09:53:31	1400 CUTHBERTSON RD	311 Medical assist, assist EMS c
14-1401791-000	05/02/2014	10:44:36	1300 LOOKOUT CIR	321 EMS call, excluding vehicle
14-1401795-000	05/02/2014	14:26:24	3513 RINGTAIL DR	700 False alarm or false call, O
14-1401797-000	05/02/2014	17:21:46	4532 ROCKWOOD DR	111 Building fire
14-1401798-000	05/02/2014	19:10:10	WAXHAW HWY & TRAILS END R	611 Dispatched & cancelled en ro
14-1401800-000	05/03/2014	07:16:42	405 BASINGDON CT	311 Medical assist, assist EMS c
14-1401801-000	05/03/2014	10:38:36	2825 CRANE RD	553 Public service
14-1401810-000	05/03/2014	23:05:09	5899 DEAL RD & WEDGEWOOD	463 Vehicle accident, general cl
14-1401816-000	05/04/2014	01:06:15	2002 THORNDALE RD /INDIAN	311 Medical assist, assist EMS c
14-1401817-000	05/04/2014	07:29:04	8912 CARINDALE RD	700 False alarm or false call, O
14-1401821-000	05/04/2014	13:13:13	5205 CONSTANCE CT /WESLEY	311 Medical assist, assist EMS c
14-1401828-000	05/04/2014	20:43:35	3927 N TWELVE MILE CREEK	321 EMS call, excluding vehicle
14-1401829-000	05/04/2014	21:00:47	8320 EUCALYPTUS	700 False alarm or false call, O
14-1401838-000	05/05/2014	15:15:12	8928 BONDS GROVE CHURCH R	440 Electrical wiring/equipment
14-1401840-000	05/05/2014	17:28:44	8604 TRETHORNE CT	735 Alarm system sounded due to
14-1401841-000	05/05/2014	17:37:40	6000 SPENCE CT /WESLEY CH	321 EMS call, excluding vehicle
14-1401843-000	05/05/2014	18:17:38	8604 TRETHORNE CT	
14-1401847-000	05/05/2014	23:56:19	1004 WILLOUGHBY RD /Monro	321 EMS call, excluding vehicle
14-1401851-000	05/06/2014	09:38:16	8600 LONGVIEW CLUB DR	700 False alarm or false call, O
14-1401852-000	05/06/2014	10:20:52	1185 WOODWINDS DR /Wesley	321 EMS call, excluding vehicle
14-1401863-000	05/06/2014	18:55:57	1800 SMARTY JONES DR	745 Alarm system activation, no
14-1401869-000	05/07/2014	08:35:14	5314 WOODRIDGE DR /WESLEY	321 EMS call, excluding vehicle
14-1401871-000	05/07/2014	12:07:12	1201 LAFAYETTE PARK LN /W	611 Dispatched & cancelled en ro
14-1401878-000	05/07/2014	18:38:15	6098 NEW TOWN RD & WILL P	142 Brush or brush-and-grass mix
14-1401879-000	05/07/2014	19:07:02	304 IVY SPRINGS CT	321 EMS call, excluding vehicle
14-1401884-000	05/08/2014	06:33:49	6000 NEARGATE LN /WESLEY	321 EMS call, excluding vehicle
14-1401886-000	05/08/2014	10:57:41	4401 GLENDURAN LN	611 Dispatched & cancelled en ro
14-1401895-000	05/08/2014	19:17:23	7112 NEW TOWN RD /WEDDING	311 Medical assist, assist EMS c
14-1401896-000	05/08/2014	22:39:02	3000 THORNDALE RD /INDIAN	531 Smoke or odor removal
14-1401900-000	05/09/2014	09:58:32	11006 MAGNA LN /INDIAN TR	321 EMS call, excluding vehicle
14-1401905-000	05/09/2014	16:44:29	1305 WAYNEWOOD DR /WESLEY	321 EMS call, excluding vehicle
14-1401911-000	05/09/2014	21:59:40	824 UNDERWOOD RD /WESLEY	321 EMS call, excluding vehicle
14-1401914-000	05/10/2014	07:41:13	315 WAXHAW INDIAN TRAIL R	700 False alarm or false call, O
14-1401916-000	05/10/2014	11:25:10	1216 APPLGATE /WESLEY CH	321 EMS call, excluding vehicle
14-1401922-000	05/10/2014	15:37:46	2018 MAGNA LN /INDIAN TRA	311 Medical assist, assist EMS c
14-1401927-000	05/10/2014	19:52:22	239 PEBBLE STONE LN /WEDD	321 EMS call, excluding vehicle
14-1401928-000	05/10/2014	20:23:00	4828 WINDING LN /WESLEY C	553 Public service
14-1401929-000	05/10/2014	23:07:20	1720 WHITE POND LN	700 False alarm or false call, O
14-1401930-000	05/10/2014	23:38:23	1216 APPLGATE /WESLEY CH	321 EMS call, excluding vehicle
14-1401942-000	05/12/2014	10:02:34	8703 BEAMINSTER PL	733 Smoke detector activation du
14-1401944-000	05/12/2014	13:51:35	608 SMOKEY HOLLOW DR /MAR	321 EMS call, excluding vehicle
14-1401945-000	05/12/2014	14:23:37	6005 MAGNA LN /INDIAN TRA	321 EMS call, excluding vehicle
14-1401948-000	05/12/2014	17:15:14	401 CONAWAY CT /WESLEY CH	321 EMS call, excluding vehicle
14-1401951-000	05/12/2014	19:23:34	6200 TAN YARD RD /Wesley	321 EMS call, excluding vehicle

Wesley Chapel Volunteer Fire Department

Incident List by Alarm Date/Time

Alarm Date Between {05/01/2014} And {05/31/2014}

Incident-Exp#	Alm Date	Alm Time	Location	Incident Type
14-1401957-000	05/13/2014	08:37:48	2132 DARIAN WAY	100 Fire, Other
14-1401967-000	05/13/2014	18:13:10	8604 TRETHERNE CT	735 Alarm system sounded due to
14-1401966-000	05/13/2014	18:14:55	2825 CRANE RD	311 Medical assist, assist EMS c
14-1401970-000	05/14/2014	09:12:36	408 HAVENCHASE DR /WEDDIN	611 Dispatched & cancelled en ro
14-1401971-000	05/14/2014	10:11:07	7626 WESTMONT WAY /MARVIN	320 Emergency medical service, o
14-1401973-000	05/14/2014	10:19:58	201 WINGFOOT DR /MARVIN,	100 Fire, Other
14-1401982-000	05/14/2014	19:39:46	1065 KITE CT /WESLEY CHAP	311 Medical assist, assist EMS c
14-1401989-000	05/15/2014	10:00:42	410 OAKMONT LN	740 Unintentional transmission o
14-1401990-000	05/15/2014	10:54:04	7018 CLOVER HILL RD /INDI	745 Alarm system activation, no
14-1401993-000	05/15/2014	12:38:51	5301 GOLDMINE RD /Wesley	700 False alarm or false call, O
14-1401994-000	05/15/2014	13:32:11	9011 LONGVIEW CLUB DR /80	745 Alarm system activation, no
14-1401995-000	05/15/2014	13:49:50	9011 LONGVIEW CLUB DR /80	745 Alarm system activation, no
14-1402000-000	05/15/2014	20:48:50	2310 RISING SUN LN /Weddi	700 False alarm or false call, O
14-1402002-000	05/15/2014	21:20:20	312 CEDAR HILL CT /Monroe	321 EMS call, excluding vehicle
14-1402005-000	05/16/2014	12:17:32	7073 HIGH MEADOW DR /WEDD	321 EMS call, excluding vehicle
14-1402006-000	05/16/2014	13:07:47	3316 OAK BROOK DR /MARVIN	321 EMS call, excluding vehicle
14-1402008-000	05/16/2014	16:44:09	9911 SILVERLING DR	700 False alarm or false call, O
14-1402009-000	05/16/2014	16:50:12	915 FIVE LEAF LN	321 EMS call, excluding vehicle
14-1402010-000	05/16/2014	17:46:08	3098 WESLEY CHAPEL RD & T	322 Motor vehicle accident with
14-1402013-000	05/16/2014	19:03:43	110 S POTTER RD /Monroe,	500 Service Call, other
14-1402012-000	05/16/2014	20:00:39	1458 WILLOW OAKS /Matthew	651 Smoke scare, odor of smoke
14-1402014-000	05/16/2014	23:13:29	7226 COBBLECREEK DR /WEDD	321 EMS call, excluding vehicle
14-1402015-000	05/17/2014	00:50:32	3109 KING OLAF DR /MARVIN	321 EMS call, excluding vehicle
14-1402016-000	05/17/2014	03:13:54	9105 SKIPAWAY DR	321 EMS call, excluding vehicle
14-1402020-000	05/17/2014	08:02:06	1400 CUTHBERTSON RD	
14-1402021-000	05/17/2014	11:58:55	2018 MAGNA LN /INDIAN TRA	
14-1402030-000	05/17/2014	17:40:09	4605 MANCHINEEL LN /MONRO	
14-1402031-000	05/17/2014	18:11:11	8801 LONGVIEW CLUB DR	321 EMS call, excluding vehicle
14-1402032-000	05/18/2014	13:01:13	1001 BRANDON CT /Monroe,	321 EMS call, excluding vehicle
14-1402037-000	05/18/2014	16:50:30	1009 WAINSCOTT DR	700 False alarm or false call, O
14-1402160-000	05/18/2014	22:32:41	2028 KINGS MANOR DR /WEDD	
14-1402040-000	05/19/2014	02:39:50	208 WOODSWAIL CT	321 EMS call, excluding vehicle
14-1402048-000	05/19/2014	17:17:50	1609 DEER MEADOWS DR	611 Dispatched & cancelled en ro
14-1402054-000	05/19/2014	21:32:14	NEW TOWN RD & CHANDLERS F	324 Motor Vehicle Accident with
14-1402061-000	05/20/2014	12:23:23	1400 CUTHBERTSON RD	321 EMS call, excluding vehicle
14-1402071-000	05/21/2014	16:51:25	1503 LANGDON TERRACE DR /	142 Brush or brush-and-grass mix
14-1402080-000	05/22/2014	09:39:21	9008 MAGNA LN /INDIAN TRA	321 EMS call, excluding vehicle
14-1402082-000	05/22/2014	17:08:59	10110 SILVERLING DR	311 Medical assist, assist EMS c
14-1402086-000	05/22/2014	22:03:58	1500 TARRINGTON WAY /INDI	150 Outside rubbish fire, Other
14-1402087-000	05/22/2014	22:33:26	10003 MAGNA LN /INDIAN TR	321 EMS call, excluding vehicle
14-1402091-000	05/23/2014	07:34:24	9005 MASTERS CT /73	700 False alarm or false call, O
14-1402093-000	05/23/2014	10:20:17	110 S POTTER RD /WESLEY C	
14-1402094-000	05/23/2014	13:48:59	457 S PROVIDENCE RD	324 Motor Vehicle Accident with
14-1402096-000	05/23/2014	14:06:10	1316 S PROVIDENCE RD	322 Motor vehicle accident with
14-1402098-000	05/23/2014	17:10:40	8422 PRINCE VALIANT DR /M	311 Medical assist, assist EMS c
14-1402108-000	05/24/2014	15:59:51	6700 WESLEY GLEN DR /WESL	321 EMS call, excluding vehicle

Wesley Chapel Volunteer Fire Department

Incident List by Alarm Date/Time

Alarm Date Between {05/01/2014} And {05/31/2014}

Incident-Exp#	Alm Date	Alm Time	Location	Incident Type
14-1402110-000	05/24/2014	16:37:26	1706 S PROVIDENCE RD	111 Building fire
14-1402113-000	05/24/2014	20:02:23	NICKALAUS DR & POTTER RD	322 Motor vehicle accident with
14-1402117-000	05/25/2014	07:49:21	3517 KENNINGTON DR	111 Building fire
14-1402121-000	05/25/2014	14:35:41	237 OLD POST RD	735 Alarm system sounded due to
14-1402127-000	05/25/2014	20:26:26	WAXHAW INDIAN TRAIL RD &	322 Motor vehicle accident with
14-1402132-000	05/26/2014	07:20:36	207 S POTTER RD /MONROE,	321 EMS call, excluding vehicle
14-1402135-000	05/26/2014	13:56:28	3708 BENTLEY PL	611 Dispatched & cancelled en ro
14-1402143-000	05/27/2014	02:11:41	1401 CRANE RD	311 Medical assist, assist EMS c
14-1402144-000	05/27/2014	03:35:09	6800 PLAIN VIEW RD /INDIA	321 EMS call, excluding vehicle
14-1402145-000	05/27/2014	05:40:45	1505 DEER MEADOWS DR	611 Dispatched & cancelled en ro
14-1402146-000	05/27/2014	05:43:33	5711 W HWY 74 /INDIAN TRA	100 Fire, Other
14-1402152-000	05/27/2014	16:47:49	2700 S PROVIDENCE RD /330	100 Fire, Other
14-1402156-000	05/27/2014	20:54:32	1403 VENETIAN WAY WAY	700 False alarm or false call, O
14-1402161-000	05/28/2014	10:44:30	1594 S PROVIDENCE RD	311 Medical assist, assist EMS c
14-1402168-000	05/28/2014	18:05:38	8416 PRINCE VALIANT DR /M	311 Medical assist, assist EMS c
14-1402169-000	05/28/2014	18:35:04	5004 AUTUMN BLOSSOM LN /M	321 EMS call, excluding vehicle
14-1402174-000	05/29/2014	10:01:27	833 SPRING OAKS DR /Matth	321 EMS call, excluding vehicle
14-1402175-000	05/29/2014	12:12:21	1217 WAYNEWOOD DR /WESLEY	745 Alarm system activation, no
14-1402178-000	05/29/2014	13:09:36	8311 PRINCE VALIANT DR /M	321 EMS call, excluding vehicle
14-1402181-000	05/29/2014	16:30:02	NEW TOWN RD & MARVIN SCHO	324 Motor Vehicle Accident with
14-1402185-000	05/29/2014	19:44:42	9197 POTTER RD /WESLEY CH	142 Brush or brush-and-grass mix
14-1402189-000	05/29/2014	19:57:58	618 CIRCLE TRACE RD /WESL	321 EMS call, excluding vehicle
14-1402191-000	05/29/2014	21:44:02	809 FIVE LEAF LN	321 EMS call, excluding vehicle
14-1402194-000	05/29/2014	23:28:48	2999 WAXHAW MARVIN RD & B	324 Motor Vehicle Accident with
14-1402200-000	05/30/2014	12:00:14	8605 DANSINGTON CT	100 Fire, Other
14-1402201-000	05/30/2014	14:54:49	8311 PRINCE VALIANT DR /M	550 Public service assistance, O
14-1402202-000	05/30/2014	15:25:17	2018 MAGNA LN /INDIAN TRA	321 EMS call, excluding vehicle
14-1402209-000	05/31/2014	07:19:58	7338 COBBLECREEK DR /WEDD	322 Motor vehicle accident with
14-1402210-000	05/31/2014	08:42:16	9006 HAMMERSLEY DR	321 EMS call, excluding vehicle
14-1402211-000	05/31/2014	08:53:20	1017 TAYLOR GLENN LN /IND	321 EMS call, excluding vehicle
14-1402216-000	05/31/2014	13:46:34	6350 WEDDINGTON RD /WESLE	321 EMS call, excluding vehicle
14-1402218-000	05/31/2014	18:27:27	1317 WAYNEWOOD DR /WESLEY	321 EMS call, excluding vehicle

Total Incident Count 124

Town of Weddington
May, 2014

Wesley Chapel Fire Department Responses

Fire Districts PV4, PV5, PV7 and PV8

INCIDENT TYPE	TOTAL CALLS
ACCIDENT EMD	2
BREATHING PROBLEMS EMD	1
CHEST PAIN EMD	2
FALLS EMD	2
OVERDOSE POISONING EMD	2
TOTAL	9

Wesley Chapel VFD responded to 15 total incidents in the Town of Weddington in May.
There were 4 fire alarms and 2 structure fires for mutual aid.

Town of Weddington
May, 2014

Stallings Fire Department Responses

Fire Districts PV1

INCIDENT TYPE	TOTAL CALLS
CHEST PAIN EMD	1
STRUCTURE FIRE EFD	1
TOTAL	2



Union County Sheriff's Office

Events By Nature

For the Month of: May 2014

Date of Report

6/3/2014

2:13:44PM

<u>Event Type</u>	<u>Total</u>
911 HANG UP	53
911 MISDIAL	5
911 TEST CALL	1
ACCIDENT EMD	7
ACCIDENT HITRUN PD LAW	1
ACCIDENT PD COUNTY NO EMD	13
ALARMS LAW	56
ANIMAL BITE REPORT LAW	3
ANIMAL COMP SERVICE CALL LAW	10
ASSAULT SIMPLE LAW	1
ASSIST EMS OR FIRE	1
ATTEMPT TO LOCATE	2
BARKING DOG	1
BOLO	22
BREATHING PROBLEMS	1
BURGLARY COMMERCIAL BUSINESS	1
BURGLARY HOME OTHER NONBUSINESS	3
BURGLARY VEHICLE	2
BUSINESS CHECK	41
CALL BY PHONE	18
CARDIAC RESPIRTY ARREST EMD	1
DELIVER MESSAGE	1
DISCHARGE OF FIREARM	2
DISTURBANCE OR NUISANCE	2
DOMESTIC DISTURBANCE	4
DRUG POSSESSION SCHEDULE	1
ESCORT	1
FIREWORKS VIOLATION REPORT	1

<u>Event Type</u>	<u>Total</u>
FOLLOW UP INVESTIGATION	5
FOOT PATROL	2
FRAUD DECEPTION FORGERY	5
HARASSMENT STALKING THREATS	2
ILLEGAL DUMPING LITTERING	1
IMPROPERLY PARKED VEHICLE	4
INTOXICATED DRIVER	1
INVESTIGATION	6
JURISDICTION CONFIRMATION LAW	2
JUVENILE COMPLAINT	1
KEEP THE PEACE REQUEST	1
LARCENY THEFT	4
LIVE STOCK ON HIGHWAY	1
MEDICAL EXAMINER	1
MEET REQUEST NO REFERENCE GIVN	3
MISSING PERSON	1
MOTORIST ASSIST	4
NC DOT MISCELLANEOUS	2
NOISE COMPLAINT	5
OVERDOSE POISONING EMD	2
PREVENTATIVE PATROL	244
PRISONER IN CUSTODY OR TRANSP	1
PROP DAMAGE VANDALISM MISCHIEF	1
PUBLIC SERVICE	8
RADAR PATROL INCLUDING TRAINIG	5
REFERAL OR INFORMATION CALL	1
REPOSESSION OF PROPERTY	1
RESIDENTIAL CHECK	3
SEARCH CONDUCTED BY LAW AGNCY	2
SERVE CIVIL PAPER	1
SERVE CRIMINAL CIVIL SUBPOENA	2
SERVE DOMESTIC VIOL ORDER	1

<u>Event Type</u>	<u>Total</u>
SERVE WARRANT	7
STRUCTURE FIRE EFD	3
SUSPICIOUS CIRCUMSTANCES	6
SUSPICIOUS PERSON	18
SUSPICIOUS VEHICLE	14
TEST PLEASE LIMIT THESE	1
TRAFFIC HAZARD	1
TRAFFIC STOP	19
TRESPASSING UNWANTED SUBJ	4
WELL BEING CHECK	2

Total Calls for Month: 653

TOWN OF WEDDINGTON
REVENUE & EXPENDITURE STATEMENT BY DEPARTMENT

FY 2013-2014

05/01/2014 TO 05/31/2014					
		<u>CURRENT PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>BUDGETED</u>	<u>% BUDGET REM</u>
REVENUE:					
10-3101-110	AD VALOREM TAX - CURRENT	7,687.42	994,301.56	980,000.00	-1
10-3102-110	AD VALOREM TAX - 1ST PRIOR Y	0.00	7,569.57	7,000.00	-8
10-3103-110	AD VALOREM TAX - NEXT 8 YRS	-6.45	4,174.96	4,000.00	-4
10-3110-121	AD VALOREM TAX - MOTOR VEH	6,048.58	72,305.93	60,000.00	-21
10-3115-180	TAX INTEREST	1,833.07	2,534.71	2,250.00	-13
10-3231-220	LOCAL OPTION SALES TAX REV -	21,538.76	202,149.33	250,000.00	19
10-3322-220	BEER & WINE TAX	42,142.01	42,142.01	38,750.00	-9
10-3324-220	UTILITY FRANCHISE TAX	0.00	300,581.74	400,000.00	25
10-3340-400	ZONING & PERMIT FEES	4,197.50	32,665.00	25,000.00	-31
10-3350-400	SUBDIVISION FEES	48,080.00	109,680.00	58,750.00	-87
10-3830-891	MISCELLANEOUS REVENUES	50.00	2,375.00	1,500.00	-58
10-3831-491	INVESTMENT INCOME	0.00	4,854.83	7,000.00	31
	TOTAL REVENUE	131,570.89	1,775,334.64	1,834,250.00	3
	AFTER TRANSFERS	131,570.89	1,775,334.64	1,834,250.00	
4110 GENERAL GOVERNMENT					
EXPENDITURE:					
10-4110-126	FIRE DEPT SUBSIDIES	62,718.75	695,756.25	752,625.00	8
10-4110-127	FIRE DEPARTMENT GRANT	0.00	0.00	815,000.00	100
10-4110-128	POLICE PROTECTION	0.00	242,888.00	243,500.00	0
10-4110-192	ATTORNEY FEES - GENERAL	16,790.52	94,885.51	130,000.00	27
10-4110-193	ATTORNEY FEES - LITIGATION	4,063.56	8,134.55	0.00	0
10-4110-195	ELECTION EXPENSE	0.00	7,673.21	8,500.00	10
10-4110-340	EVENTS & PUBLICATIONS	1,504.55	6,168.72	6,500.00	5
10-4110-341	WEDDINGTON FESTIVAL	1,400.00	1,429.60	4,000.00	64
10-4110-342	HOLIDAY/TREE LIGHTING	0.00	4,262.57	5,240.00	19
10-4110-343	EASTER EGG HUNT	256.52	358.54	500.00	28
10-4110-344	OTHER COMMUNITY EVENTS	0.00	136.10	510.00	73
10-4110-495	OUTSIDE AGENCY FUNDING	0.00	3,577.78	3,600.00	1
	TOTAL EXPENDITURE	86,733.90	1,065,270.83	1,969,975.00	46
	BEFORE TRANSFERS	-86,733.90	-1,065,270.83	-1,969,975.00	
	AFTER TRANSFERS	-86,733.90	-1,065,270.83	-1,969,975.00	
4120 ADMINISTRATIVE					
EXPENDITURE:					
10-4120-121	SALARIES - CLERK	5,825.52	67,940.33	73,500.00	8
10-4120-123	SALARIES - TAX COLLECTOR	3,143.60	36,620.29	43,500.00	16
10-4120-124	SALARIES - FINANCE OFFICER	1,631.25	13,241.28	13,000.00	-2
10-4120-125	SALARIES - MAYOR & TOWN COU	2,100.00	21,350.00	25,200.00	15
10-4120-181	FICA EXPENSE	967.71	10,581.97	13,000.00	19
10-4120-182	EMPLOYEE RETIREMENT	1,358.86	15,847.80	16,500.00	4
10-4120-183	EMPLOYEE INSURANCE	1,763.80	19,978.62	21,000.00	5
10-4120-184	EMPLOYEE LIFE INSURANCE	29.68	327.60	400.00	18
10-4120-185	EMPLOYEE S-T DISABILITY	24.00	264.00	325.00	19
10-4120-191	AUDIT FEES	0.00	8,000.00	8,000.00	0
10-4120-193	CONTRACT LABOR	0.00	1,105.00	3,500.00	68
10-4120-200	OFFICE SUPPLIES - ADMIN	4,467.12	13,056.99	22,000.00	41
10-4120-210	PLANNING CONFERENCE	0.00	2,029.46	2,000.00	-1
10-4120-321	TELEPHONE - ADMIN	269.65	2,633.73	4,000.00	34
10-4120-325	POSTAGE - ADMIN	580.48	2,233.21	4,200.00	47

TOWN OF WEDDINGTON
REVENUE & EXPENDITURE STATEMENT BY DEPARTMENT

FY 2013-2014

		05/01/2014 TO 05/31/2014		<u>BUDGETED</u>	<u>% BUDGET REM</u>
		<u>CURRENT PERIOD</u>	<u>YEAR-TO-DATE</u>		
10-4120-331	UTILITIES - ADMIN	199.74	2,842.39	4,725.00	40
10-4120-351	REPAIRS & MAINTENANCE - BUIL	65.00	17,996.89	34,500.00	48
10-4120-352	REPAIRS & MAINTENANCE - EQU	4,051.30	54,569.27	55,000.00	1
10-4120-354	REPAIRS & MAINTENANCE - GRO	7,205.00	51,969.80	53,000.00	2
10-4120-355	REPAIRS & MAINTENANCE - PES	0.00	440.00	1,250.00	65
10-4120-356	REPAIRS & MAINTENANCE - CUS	500.00	4,100.00	6,250.00	34
10-4120-370	ADVERTISING - ADMIN	79.90	1,000.89	1,000.00	0
10-4120-397	TAX LISTING & TAX COLLECTION	50.00	309.82	1,000.00	69
10-4120-400	ADMINISTRATIVE:TRAINING	245.00	3,690.25	4,100.00	10
10-4120-410	ADMINISTRATIVE:TRAVEL	336.31	7,565.95	6,500.00	-16
10-4120-450	INSURANCE	0.00	11,521.38	11,500.00	0
10-4120-491	DUES & SUBSCRIPTIONS	40.00	15,885.10	21,000.00	24
10-4120-498	GIFTS & AWARDS	42.70	454.93	1,500.00	70
10-4120-499	MISCELLANEOUS	643.62	4,607.17	5,000.00	8
	TOTAL EXPENDITURE	35,620.24	392,164.12	456,450.00	14
	BEFORE TRANSFERS	-35,620.24	-392,164.12	-456,450.00	
	AFTER TRANSFERS	-35,620.24	-392,164.12	-456,450.00	
4130 PLANNING & ZONING					
EXPENDITURE:					
10-4130-121	SALARIES - ZONING ADMINISTR	4,392.76	56,569.65	60,000.00	6
10-4130-122	SALARIES - ASST ZONING ADMIN	172.38	2,550.03	3,500.00	27
10-4130-123	SALARIES - RECEPTIONIST	1,615.68	18,394.61	21,500.00	14
10-4130-124	SALARIES - PLANNING BOARD	1,050.00	14,500.00	16,500.00	12
10-4130-125	SALARIES - SIGN REMOVAL	413.66	4,530.39	5,000.00	9
10-4130-181	FICA EXPENSE - P&Z	584.83	7,393.93	10,660.00	31
10-4130-182	EMPLOYEE RETIREMENT - P&Z	910.28	11,365.80	12,700.00	11
10-4130-183	EMPLOYEE INSURANCE	-12.00	19,113.37	22,500.00	15
10-4130-184	EMPLOYEE LIFE INSURANCE	5.60	219.24	325.00	33
10-4130-185	EMPLOYEE S-T DISABILITY	12.00	108.00	215.00	50
10-4130-193	CONSULTING	-2,719.10	3,057.90	12,500.00	76
10-4130-194	CONSULTING - COG	450.00	1,800.00	2,500.00	28
10-4130-200	OFFICE SUPPLIES - PLANNING &	1,217.44	4,938.96	7,000.00	29
10-4130-201	ZONING SPECIFIC OFFICE SUPPLI	0.00	7,967.16	9,000.00	11
10-4130-215	HISTORIC PRESERVATION	0.00	0.00	1,000.00	100
10-4130-220	TRANSPORTATION & IMPROVEM	0.00	9,000.00	9,000.00	0
10-4130-321	TELEPHONE - PLANNING & ZONI	269.65	2,633.78	4,000.00	34
10-4130-325	POSTAGE - PLANNING & ZONING	580.48	2,106.72	4,200.00	50
10-4130-331	UTILITIES - PLANNING & ZONING	199.75	2,867.54	4,725.00	39
10-4130-370	ADVERTISING - PLANNING & ZON	215.90	742.71	1,000.00	26
	TOTAL EXPENDITURE	9,359.31	169,859.79	207,825.00	18
	BEFORE TRANSFERS	-9,359.31	-169,859.79	-207,825.00	
	AFTER TRANSFERS	-9,359.31	-169,859.79	-207,825.00	
	GRAND TOTAL	-142.56	148,039.90	-800,000.00	

TOWN OF WEDDINGTON BALANCE SHEET

FY 2013-2014

PERIOD ENDING: 05/31/2014

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ASSETS

ASSETS

10-1120-000 TRINITY CHECKING ACCOUNT	954,373.55
10-1120-001 TRINITY MONEY MARKET	1,299,976.02
10-1170-000 NC CASH MGMT TRUST	530,087.17
10-1211-001 A/R PROPERTY TAX	16,582.05
10-1212-001 A/R PROPERTY TAX - 1ST YEAR PRIOR	8,735.49
10-1212-002 A/R PROPERTY TAX - NEXT 8 PRIOR YRS	8,680.20
10-1214-000 PREPAID ASSETS	72,495.50
10-1232-000 SALES TAX RECEIVABLE	514.74
10-1610-001 FIXED ASSETS - LAND & BUILDINGS	828,793.42
10-1610-002 FIXED ASSETS - FURNITURE & FIXTURES	14,022.92
10-1610-003 FIXED ASSETS - EQUIPMENT	128,527.48
10-1610-004 FIXED ASSETS - INFRASTRUCTURE	26,851.01
TOTAL ASSETS	3,889,639.55

LIABILITIES & EQUITY

LIABILITIES

10-2120-000 BOND DEPOSIT PAYABLE	247,812.40
10-2156-000 LIFE INSURANCE PAYABLE	2.52
10-2157-000 401K PAYABLE	5.39
10-2620-000 DEFERRED REVENUE - DELQ TAXES	8,735.49
10-2625-000 DEFERRED REVENUE - CURR YR TAX	16,582.05
10-2630-000 DEFERRED REVENUE-NEXT 8	8,680.20
TOTAL LIABILITIES	281,818.05

EQUITY

10-2620-001 FUND BALANCE - UNASSIGNED	1,893,586.77
10-2620-003 FUND BALANCE-ASSIGNED	568,000.00
10-2620-004 FUND BALANCE-INVEST IN FIXED ASSETS	998,194.83

TOWN OF WEDDINGTON
BALANCE SHEET

FY 2013-2014

PERIOD ENDING: 05/31/2014

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10-2620-005 CURRENT YEAR EQUITY YTD	8,940.20
CURRENT FUND BALANCE - YTD NET REV	148,039.90
TOTAL EQUITY	3,616,761.70
TOTAL LIABILITIES & FUND EQUITY	3,898,579.75

TOWN OF WEDDINGTON
BALANCE SHEET

FY 2013-2014

PERIOD ENDING: 05/31/2014

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TOWN OF WEDDINGTON

MEMORANDUM

TO: Mayor and Town Council

FROM: Kim Woods, Tax Collector

DATE: June 9, 2014

SUBJECT: Monthly Report –May 2014

Transactions:	
Adjustments <5.00	\$(5.59)
Balance Adjustment	\$(6.45)
Interest Charges	\$171.29
Overpayments	\$(285.10)
Refunds	\$330.35
Penalty & Interest Payments	\$(5.58)
Taxes Collected:	
2013	\$(9264.67)
As of May 31, 2014; the following taxes remain Outstanding:	
2002	\$82.07
2003	\$129.05
2004	\$122.90
2005	\$252.74
2006	\$56.80
2007	\$144.42
2008	\$1456.08
2009	\$1586.05
2010	\$1905.68
2011	\$2944.41
2012	\$8735.49
2013	\$16582.05
Total Outstanding:	\$33997.74