

Mount Pleasant

North Carolina

Founded in 1848

**Town of Mt. Pleasant
Regular Board Meeting
Monday, December 12, 2022
6:00 PM- Town Hall Commissioners Room**

Call to Order- Mayor Del Eudy

Invocation- Pastor Duane Jarman from Friendship United Methodist Church

Pledge of Allegiance- Mayor Del Eudy

1. Public Forum

(Please limit comments to 3 minutes or less)

2. Conflict of Interest

The Mayor and Commissioners are asked at this time to reveal if they have a Conflict of Interest with any item on the Agenda in order to be recused for that item.

(No member shall be excused from voting except upon matters involving the consideration of the member's own financial interest or official conduct or on matters on which the member is prohibited from voting under G.S. 14-234 or 160D-109(a). NC State Statute 160A-75 and no public official shall knowingly participate in making or administering a contract, including the award of money in the form of a grant, loan, or other appropriation, with any nonprofit with which that public official is associated. NC State Statute 14-234.3)

3. Approve Agenda (Pages 1-2)

4. Consent Agenda (Pages 3-11)

- A. Minutes November 14, 2022 (pages 3-6)
- B. Budget Amendment #6 CORRECTED-Purchase 2022 Chevy 5500 with crane (page 7)
- C. Budget Amendment #8 EHSPF Grant for Historic District and Stormwater Studies (page 8)
- D. Contract with The Wooten Company to continue using Richard McMillan as the Town Engineer. (pages 9-11)

5. Staff Reports (Pages 12-29)

- A. Town Manager-Randy Holloway (page 12)
- B. Town Asst. Manager-Crystal Smith (page 13)
- C. Town Clerk/Finance Officer - Amy Schueneman (pages 14-18)
- D. Planning & Economic Development Director - Erin Burris (pages 19-21)
- E. Code Enforcement-Jeff Watts (page 22)
- F. Public Works- Daniel Crowell (page 23)
- G. Cabarrus Co. Sheriff's Dept. Report (pages 24-28)
- H. Fire Dept.-Dustin Sneed (page 29)

6. Public Hearings

- A. **Amendments to Town of Mount Pleasant Code of Ordinances Part 8: Nuisances and Offenses** (Continued from Nov. 14th meeting-no attachments for this item)
Public hearing regarding proposed amendments to Code of Ordinances Part 8 to include form of government updates, enforcement provisions, disorderly conduct,

8590 Park Drive : PO Box 787 : Mount Pleasant, North Carolina 28124 : tel. 704-436-9800

Website: www.mtpleasantnc.org **Email:** townhall@mtpleasantnc.us

animals, abandoned and junk vehicles, public nuisances, public facilities, noise ordinance, and general offenses.

7. Old Business

None

8. New Business (Pages 30-31)

A. Consider the 2023 appointments to the Transportation Advisory Committee (TAC) and the Technical Coordinating Committee (TCC) of the Cabarrus-Rowan Urban Area Metropolitan Planning Organization.

9. Adjournment

*All agenda items and attachments are considered public record.
If you would like to obtain or view copies of the attachments or minutes from the Board's meetings, please contact Town Hall Monday-Friday 8:00am-4:30pm.
Hard copies are \$.10 per page.
Closed Session minutes are unavailable until released by the Board and/or the Town Attorney.*

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**Town of Mt. Pleasant
Board of Commissioners
Town Board Meeting Minutes
Monday, November 14, 2022 at 6:00 P.M.**

Attendance: Mayor Del Eudy (absent)
Mayor Pro-Tem/Commissioner Lori Furr
Commissioner Chris Carter (absent, excused)
Commissioner William Meadows
Commissioner Jim Sells
Commissioner Justin Simpson
Town Administrator Randy Holloway
Town Attorney Jim Scarbrough
Town Clerk Amy Schueneman

Also Present: Erin Burris, Crystal Smith, Deputy CA Camille, Kathy & Don Whittington, Ally Schueneman, Sherry Moss, Jodi Stracham, Johnathan Fortin, Rita Gilmore, Harvey Barringer, Gabriel B. Bello, William Niblock, and George McAllister.

CALL TO ORDER

Mayor Pro-Tem Lori Furr called the meeting to order.

INVOCATION

Gabriel Bello led the Board in singing Amazing Grace and a prayer.

PLEDGE OF ALLEGIANCE

Mayor Pro-Tem Lori Furr led the Pledge of Allegiance.

Mayor Pro-Tem Lori Furr informed the Board that Commissioner Carter would be absent and asked for a motion to excuse him from the meeting. Commissioner Sells made a motion to excuse Commissioner Simpson with a second from Commissioner Furr. All Board Members were in favor. (4-0, Commissioner Carter excused)

1. Public Forum

No one spoke.

2. Conflict of Interest

The Mayor and Commissioners are asked at this time to reveal if they have a Conflict of Interest with any item on the Agenda in order to be recused for that item.

(No member shall be excused from voting except upon matters involving the consideration of the member's own financial interest or official conduct or on matters on which the member is prohibited from voting under G.S. 14-234 or 160D-109(a). NC State Statute 160A-75 and no public official shall knowingly participate in making or administering a contract, including the award of money in the form of a grant, loan, or other appropriation, with any nonprofit with which that public official is associated. NC State Statute 14-234.3)

No one had a conflict.

3. Approve Agenda

8590 Park Drive : PO Box 787 : Mount Pleasant, North Carolina 28124 : tel. 704-436-9800

A motion to approve the presented Agenda was made by Commissioner Meadows with a second by Commissioner Sells. All Board Members were in favor. (4-0, Commissioner Carter excused)

4. Consent Agenda

- A. Minutes October 10, 2022
- B. 2023 Holiday Schedule
- C. 2023 Town Board Meeting Schedule
- D. Budget Amendment #6 Purchase 2022 Chevy 5500 with crane
- E. Budget Amendment #7 FEMA- Dutch Buffalo Creek Dam Repair

Commissioner Simpson made a motion to approve the Consent Agenda as listed with a second by Commissioner Meadows. All Board Members were in favor. (4-0, Commissioner Carter excused)

5. Staff Reports

- A. Town Manager-Randy Holloway
- B. Town Asst. Manager-Crystal Smith
- C. Town Clerk/Finance Officer - Amy Schueneman
- D. Planning & Economic Development Director - Erin Burris
- E. Code Enforcement-Jeff Watts
- F. Public Works- Daniel Crowell
- G. Cabarrus Co. Sheriff's Dept. Report
- H. Fire Dept.-Dustin Sneed

6. Public Hearings

A. Amendments to Town of Mount Pleasant Code of Ordinances Part 8: Nuisances and Offenses

Public hearing regarding proposed amendments to Code of Ordinances Part 8 to include form of government updates, enforcement provisions, disorderly conduct, animals, abandoned and junk vehicles, public nuisances, public facilities, noise ordinance, and general offenses.

Erin Burris asked the Board to open the Public Hearing and continue to next meeting since this was put on hold due to applying for the BRIC Grant.

Mayor ProTem Lori Furr opened the Public Hearing. No one spoke.
Mayor ProTem Lori Furr closed the Public Hearing.

Commissioner Simpson made a motion to hold open and continue Code of Ordinances Part 8 with a second by Commissioner Sells. All Board Members were in favor. (4-0, Commissioner Carter excused)

B. Development Agreement for SUB 2020-03 Brighton Park

The subject property was previously in the Town's extraterritorial jurisdiction (ETJ) and was zoned RL Residential Low Density since the adoption of the Unified Development Ordinance (UDO) in 2000. In 2009, the owner of the subject property paid \$199,589 to assist in the construction of WSACC Pump Station #3 in anticipation of development of the property. Currently, only Mount Pleasant Middle School and High School are served

by the pump station. The subject property was annexed by the Town Board of Commissioners on January 13, 2020. In March of 2020, the property was rezoned from RL to RM Residential Medium Density at the request of the property owner. The Planning & Zoning Board approved the Major Subdivision Preliminary Plat for 178-lot single-family residential development on January 25, 2021. Construction Plans were reviewed by the Town Engineer, Town Public Works Director, Town Planning Director, NCDOT, NCDEQ, WSACC, and the Cabarrus County Fire Marshal for compliance with local, state and federal regulations. Construction Plans were approved by the Town subject to Technical Review Committee comments in October 2022. WSACC and NCDEQ utilities documents are nearing completion.

Subject to NCGS Chapter 160D, Article 10, the Town is holding a public hearing to enter into a development agreement with the property owner and developer for the 86.77-acre property which was approved for 178 single-family residential lots in January 2021. The proposed agreement sets forth responsibilities for the installation of utilities to the site and a development schedule. Location: 7000 NC Highway 73 E. Cabarrus County Parcel Number(s): 5660-56-0705, 5560-45-9811, 5660-56-9339, 5660-56-8402, 5660-56-5398. Zoning: RM - Residential Medium Density.

Mayor ProTem Lori Furr opened the Public Hearing.

William Niblock of 4000 Poplar Tent Road stated he is the developer from Niblock Homes. He said, "we are in agreement with the way the document is written. We think it outlines our responsibilities and the Town's responsibilities properly and so we don't have any issues with it at all. We are looking forward to building homes down here."

Mayor ProTem Lori Furr closed the Public Hearing.

A motion to approve the Brighton Park Development Agreement was made by Commissioner Simpson with a second by Commissioner Meadows. All Board Members were in favor. (4-0, Commissioner Carter excused)

A copy of the Development Agreement is included in the Minute Book.

C. Annexation Agreement with Town of Midland

The Town of Midland has requested an annexation agreement with the Town of Mount Pleasant, subject to North Carolina General Statutes Chapter 160D, Article 4A, Part 6. This agreement would establish NC Highway 200 as the annexation agreement boundary. The Town of Midland would not annex north of NC Highway 200, and the Town of Mount Pleasant would not annex south of NC Highway 200. Both towns are still subject to all annexation requirements set forth in NCGS 160A, Article 4A.

The Town currently has an annexation agreement with Concord and the boundary is generally Cold Springs Road. There are a few exceptions.

Mayor ProTem Lori Furr opened the Public Hearing. No one spoke.

Mayor ProTem Lori Furr closed the Public Hearing.

A motion to approve the Annexation Agreement with Midland was made by Commissioner Sells with a second by Commissioner Simpson. All Board Members were in favor. (4-0, Commissioner Carter excused)

A copy of the Annexation Agreement with Midland is included in the Minute Book.

7. Old Business

None

8. New Business

A. Mural Grant Award Acceptance

Erin Burris stated the Town applied for and was awarded a grant through the Arts Council for a Grassroots Project Assistance Grant to do the next mural for the "The Layers of History Mural Program." The Town received the same grant in 2021 in the amount of \$5,000 and used for the Barringer Building mural. This mural grant award is for \$7,000 and requires a 50/50 match. The mural would be placed on the side wall of Michele Burns Esthetics at 1476 S Main St. The subject matter would be "Greetings from Mont Amoena" and displayed in a postcard type mural. The Town match would come from the Façade/Mural grant line item in the budget.

Motions:

1. A motion to accept the Grassroots Assistance Grant and draw the match from Façade/Mural Fund to move forward with this process was made by Commissioner Simpson with a second by Commissioner Meadows. All Board Members were in favor. (4-0, Commissioner Carter excused)
2. A motion to adopt the Conflict of Interest Policy related to the Grassroots Assistance Grant was made by Commissioner Simpson with a second by Commissioner Meadows. All Board Members were in favor. (4-0, Commissioner Carter excused)

A copy of the packet showing potential versions of the Mont Amoena building and grounds is included in the Minute Book.

9. Adjournment

With nothing else to come before the Board, Commissioner Meadows made a motion to adjourn. Commissioner Sells seconded the motion. All Board Members were in favor. (4-0, Commissioner Carter excused)

By our signatures, the following minutes were approved as submitted on Monday, December 12, 2022 in the Regular Meeting.

Town Clerk Amy Schueneman

Mayor W. Del Eudy

SEAL

TOWN OF MOUNT PLEASANT

Revenue Adjustments					
Account Number	Account Description	Current Budget	Decrease - Debit	Increase - Credit	Revised Amount
21-3025-900	Loan Proceeds	\$ -	\$ -	\$138,908.00	138,908.00
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
Expenditure Adjustments					
Account Number	Account Description	Current Budget	Increase - Debit	Decrease - Credit	Revised Amount
21-4035-740	Capital Outlay-Vehicles & Equipment	\$ 20,000.00	\$ 139,908.00	\$ -	159,908.00
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
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		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
Totals		\$20,000.00	\$139,908.00	\$138,908.00	\$298,816.00
#6 Purchase 2022 Chevy 5500 with crane (CORRECTED)					
Prepared by: Amy Schueneman Date: 12/12/2022 Approved by: _____					
Posted by: _____ Date: _____					

* Correction - Loan Proceeds Total was placed in wrong column "Decrease". Should be in "Increase" column.
 AAS

TOWN OF MOUNT PLEASANT

#8 EHSPF Grant for Historic Dist and Stormwater Studies (\$94,500)					
Revenue Adjustments					
Account Number	Account Description	Current Budget	Decrease - Debit	Increase - Credit	Revised Amount
11-3034-910	Fema Grant	\$ -	\$ -	\$ 24,000.00	24,000.00
21-3090-902	FEMA Reimbursements	\$ -	\$ -	\$ 65,000.00	65,000.00
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
Expenditure Adjustments					
Account Number	Account Description	Current Budget	Increase - Debit	Decrease - Credit	Revised Amount
21-4015-345	Studies	\$ -	\$ 65,000.00	\$ -	65,000.00
11-4019-340	Studies	\$ 20,000.00	\$ 24,000.00	\$ -	44,000.00
		\$ -	\$ -	\$ -	-
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		\$ -	\$ -	\$ -	-
Totals		\$20,000.00	\$89,000.00	\$89,000.00	\$198,000.00

#8 EHSPF Grant for Historic Dist and Stormwater Studies

Prepared by: Amy Schueneman Date: 12/12/2022 Approved by: _____

Posted by: _____ Date: _____

This is **Task Order No. 6**
consisting of 3 pages.

Task Order

In accordance with Paragraph 1.01 of the Agreement between Owner and Engineer for Professional Services – Task Order Edition, dated **September 29, 2020** ("Agreement"), Owner and Engineer agree as follows:

1. Specific Project Data

A. Title: **On Site Engineering Services**

B. Description: **Extend Engineering Assistance to the Town 8 hours per week through June 30, 2023. Services to be provided are described further below.**

C. Number of Construction Contracts

The Specific Project is anticipated to be constructed under 0 Construction Contracts.

2. Services of Engineer

- Study and Report Services
- Design Services
- Bidding or Negotiating Services
- Construction and Commissioning Services
- Resident Project Representative Services

Other Services

1. Engineer (initially proposed to be Richard McMillan) shall be available for in-person consultations eight (8) hours per week for 37 weeks. From Town Hall the Engineer will provide a variety of tasks and act at the request of the Town, by and through its Town Manager unless another person is designated to be the Owner's representative. Basically, the Engineer will be an extension of the Town staff. The following is a list of tasks that are anticipated for the Engineer to provide:
 - (a) Engineer will respond to calls from the public dealing with public works or engineering issues as designated by the Town Manager.
 - (b) Engineer shall review drawings and construction practices of developers to verify they are in compliance with development guidance and ordinances for the Town of Mount Pleasant.
 - (c) Engineer shall assist in reviewing Town Development Ordinances and may provide recommended improvements to said Ordinances.

- (d) Engineer shall represent Owner at construction meetings with developers or other projects that the Town of Mount Pleasant is associated.
- (e) Engineer shall maintain record drawings and preliminary reports and all other records for the benefit of Owner and organize said documents at Town Hall.
- (f) Engineer shall attend meetings when requested by the Town Manager. Some of these meetings may be the regular scheduled Town Council meetings.
- (g) If a specific project is identified by the Owner that needs to be done, then a separate task order will be prepared between the parties identifying the work project and establishing a fee for said project.

Additional Services Requiring an Amendment to Task Order

3. Owner's Responsibilities

Owner shall have those responsibilities set forth in Article 2 and in Exhibit B, subject to the following:

Provide Engineer access to Town Hall, office space, traditional office equipment and related support, local tax records, Geographic Information Systems, tax maps, copies of all pertinent ordinances, or other items deemed necessary in the completion of duties associated with the execution of this contract.

4. Times for Rendering Services

<u>Phase</u>	<u>Completion Date</u>
<u>On site Engineering</u>	<u>Starting October 16, 2022 and extending through June 30, 2023</u>

5. Payments to Engineer

A. Owner shall pay Engineer for services rendered as follows:

Category of Services	Compensation Method	Estimate of Compensation for Services
On Site Engineering	Hourly Rate (\$112/hr x 8 hrs x 37 weeks)	\$33,152

B. The terms of payment are set forth in Article 4 of the Agreement and in Exhibit C.

6. Consultants - **None**

7. Other Modifications to Agreement: **None**

8. Attachments: **None**

9. Documents Incorporated By Reference: **None**

10. Terms and Conditions: Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is _____.

OWNER: **Town of Mount Pleasant**

ENGINEER: **The Wooten Company**

By (Signature): _____

By (Signature):  _____

Typed Name: **W. Del Eudy**

Typed Name: **W. Brian Johnson**

Title: **Mayor**

Title: **Vice President**

Engineer License or Firm's
Certificate No. **F-0115**
State of: **North Carolina**

**DESIGNATED REPRESENTATIVE FOR
TASK ORDER:**

**DESIGNATED REPRESENTATIVE FOR
TASK ORDER:**

Typed Name: **Randy Holloway**

Typed Name: **John Grey**

Title: **Town Manager**

Title: **Western Division Lead**

Address: **P. O. Box 787**
 Mt. Pleasant, NC 28124

Address: **300 S. Main St., Lower Level**
 Winston-Salem, NC 27101

E-Mail
Address: **HollowayR@mtpleasantnc.us**

E-Mail
Address: **jgrey@thewootencompany.com**

Phone: **704.436.9803**

Phone: **336.722.5326**

MEMORANDUM

To: Mayor and Town Board
From: Randy Holloway, Town Manager
Date: December 12, 2022
RE: Manager's report for November 2022

Please find listed below an update / overview for the month of November 2022

- Participated in weekly construction meetings with Town Staff and contractors doing the work for the renovations to the Town Hall Park complex and the Fire Station. These two projects required a significant amount of my time for the month of November.
- Continued working with the Town Engineer and Amy to complete all the required paperwork for FEMA. We closed out several sections of the paperwork and we have received approximately 75% of the funding. The remainder of the funding will be awarded shortly.
- Continued working with the Fire Department on dealing with issues related to the renovation project and fire apparatus having to set outside. This project is going well and still on schedule to be complete in the summer of 2023.
- Met with Richard McMillian (Town Engineer) and LKC discussing the design of the Empire Drive pump station. Project should be submitted to the State and USDA next week for review and permitting, and hopefully going out to bid early to mid-January 2023. Randy/Crystal/Amy have been in contact with the Local Government Commission and have a pre-application meeting set for December 7.
- Worked with Staff and Granite Sky on the communications projects for all the upcoming infrastructure projects and the branding / logo focus groups.
- Worked with staff to help prepare for the Christmas parade and tree lighting event.
- Continued to participate in the Covid-19 Task Force meetings with local managers and Elected Officials.
- Assisted Erin as needed with the BRIC grant project for the Main Street and Franklin Street intersection project. Erin is doing a tremendous job managing this process. She will give a report at the December Board meeting.
- Participated in the monthly Cabarrus Economic Development meeting.

Mount Pleasant

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ASSISTANT TOWN MANAGER'S REPORT

December 2022

To: Mayor & Commissioners

From: Crystal Smith, Assistant Town Administrator

Subject: Monthly Activities for November 2022

- Attended monthly Town Board meeting
- Monthly BCBS webinar
- Meeting with Cabarrus County Sheriff's Department, on Christmas Parade/Tree Lighting
- Working on Christmas Events
- Continued work on compiling Payroll information for Supplanting reports
- Attended weekly Park Project construction meetings.
- Continued working with Granite Sky on branding/logo project and microsite
- Worked with Granite Sky to set up Focus Group meetings for the community, staff and Mayor/Commissioners.
- Attended Small Business Association Meeting and assisted with presentation
- Coordinated with Bob Jessup (Sanford/Holshouser company– Mr. Jessup is assisting the Town with interim financing for USDA loan) and Stephanie Bacik (LGC) on pre-USDA project application meeting.

Respectfully submitted,



Crystal Whitley Smith
Assistant Town Manager

**FINANCIAL REPORT
as of November 30, 2022**

Cash Balances	General Fund	Powell Bill Bank Account	GF-Capital Reserve	Water/Sewer Fund	Capital Project Fire Station Add
First Bank-Checking	223,375.33	55,021.14		205,890.96	2,675,209.67
First Bank-Payroll Checking	65,221.24				
First Bank-General Fund Money Market	556,263.45				
First Bank- Retiree Insurance Money Market	20,412.02				
First Bank-W/S Money Market				1,077,590.46	
First Bank- USDA Capital Project Checking				84,029.17	
First Bank- Summer St Pump Station Capital Proj CLOSED	149,214.21				
First Bank- ARP Special Reserve Fund	18,551.70				
First Bank-Façade Grant	6,304.36				
First Bank-Savings (Sidwalk Escrow)			56,645.94		
First Bank- Capital Reserve- Police Vehicles			61,927.15		
First Bank- Capital Reserve- FD Vehicles					
First Bank-FD Radio Capital Reserve	10,758.36				
First Bank-USDA Payment Reserve (formerly Manhole Repairs)				181,248.78	
First Bank- 42% Reserve	913,290.45				
First Bank- Infrastructure & Streets Cap Reserve	20,003.21				
First Bank- SCIF Funds from State	121,228.07				
First Bank-State Funded Sewer Cap Projects				1,000.09	
First Bank- State Funded Water Cap Projects	127,521.43			21,751.59	
First Bank- CMAQ Capital Project	1,021,487.75				
First Bank-Mun Comp & Park Improvement Cap Project	782.65				
Uwharrie Bank Savings (Park Dev)				30,970.10	
Uwharrie Bank-Dredging (Savings)					
NC Capital Mgmt Trust-Debt Setoff Acct				1,328.06	
Total Cash Balances	3,254,414.23	55,021.14	118,573.09	1,603,809.21	2,675,209.67

	General Fund		YEAR TO DATE	YEAR TO DATE	REMAINING	PERCENT
	APPROVED 2022-2023	MONTH TO DATE (Encumbered)				
Revenues	2,788,864.00		950,406.67		\$1,838,457.33	34%
Expenditures	2,788,864.00	175,415.52	1,314,865.46		\$1,298,783.02	53%
Water Sewer Fund						
	MONTH TO DATE (Encumbered)		YEAR TO DATE	YEAR TO DATE	REMAINING	PERCENT
APPROVED 2022-2023	1,747,406.00		999,536.10		\$747,869.90	57%
	1,747,406.00	288,664.59	868,755.23		\$589,986.18	66%

**TOWN OF MOUNT PLEASANT
COMPARISON BUDGET VS ACTUAL -November 2022**

	<u>CURRENT BUDGET</u>	<u>YTD ACTUAL</u>	<u>DIFFERENCE</u>
GENERAL GOVERNMENT			
Town Hall	81,500.00	54,716.47	26,783.53
Governing Body	40,399.00	14,327.12	26,071.88
Admin	630,974.00	415,960.82	215,013.18
Planning & Zoning	164,240.00	31,108.61	133,131.39
	917,113.00	516,113.02	400,999.98
PUBLIC SAFETY			
Law Enforcement	164,693.00	40,034.33	124,658.67
Fire Department	920,777.00	240,767.50	680,009.50
	1,085,470.00	280,801.83	804,668.17
PUBLIC WORKS			
Operations Center	46,300.00	15,978.93	30,321.07
Streets	291,070.00	160,485.68	130,584.32
Sanitation	148,500.00	43,550.54	104,949.46
Buildings & Grounds	80,550.00	26,651.71	53,898.29
	566,420.00	246,666.86	319,753.14
CULTURE/REC	72,615.00	19,646.85	52,968.15
DEBT SERVICE			
Debt Service Principal	129,691.00	106,708.37	22,982.63
Debt Service Interest	17,555.00	8,637.37	8,917.63
	147,246.00	115,345.74	31,900.26
TOTAL	2,788,864.00	1,178,574.30	1,610,289.70
WATER/SEWER			
Admin	329,073.00	86,048.25	243,024.75
Operations Center	30,350.00	10,432.61	19,917.39
Water	192,115.00	72,401.83	119,713.17
Sewer	539,794.00	152,923.48	386,870.52
Water Treatment Plant	478,121.00	308,436.36	169,684.64
	1,569,453.00	630,242.53	939,210.47
DEBT SERVICE			
Debt Service Principal	160,392.00	-	160,392.00
Debt Service Interest	17,561.00	3,512.70	14,048.30
	177,953.00	3,512.70	174,440.30
TOTAL	1,747,406.00	637,267.93	1,110,138.07
COMBINED	4,536,270.00	1,815,842.23	2,720,427.77

Fire Dept. Capital Project

<u>Date</u>	<u>To/From</u>	<u>check #</u>	<u>Amount</u>	<u>Reason</u>	<u>Balance</u>
10/31/2022	Start with Funds in acct		\$175,099.73	start of project balance	\$175,099.73
10/31/2022	Loan Proceeds	Loan	\$2,500,000.00		\$2,675,099.73

Obligated

Liles Construction	Contract for Renovation	\$2,634,543.00
	Amount Remaining	\$40,556.73

Municipal Complex & Park Improvement Project

<u>Date</u>	<u>To/From</u>	<u>check #</u>	<u>Amount</u>	<u>Reason</u>	<u>Balance</u>
9/9/2022	Loan Proceeds from First Bank		\$1,200,000.00		\$1,200,000.00
9/9/2022	McGill Associates	1001	-\$5,800.00	Electrical services	\$1,194,200.00
9/9/2022	Bank Fee		-\$18.00	ACH fee for loan proceeds	\$1,194,182.00
9/19/2022	American Legion	1002	-\$3,500.00	Paid for HVAC unit they installed	\$1,190,682.00
9/19/2022	Homer Clay Electric	1003	-\$2,585.00	Electrical for Sr Center pump station	\$1,188,097.00
10/18/2022	McGill Associates	1004	-\$1,827.92	Construction Phase-Engineering cost	\$1,186,269.08
11/4/2022	Shiel Sexton Company	1005	-\$91,309.25	1st draw	\$1,094,959.83
11/4/2022	Repay General Fund for opening acct		-\$100.00	To open Project Checking Acct	\$1,094,859.83
11/22/2022	McGill Associates	1006	-1822.08	Inv. 21.01701-16566	\$1,093,037.75
11/23/2022	To Pay back General Fund for Engin -		-\$71,650.00	Per Rick Driscoll	\$1,021,387.75

Obligated

	Shiel Sexton Contract		\$863,827.75	Original Contract less payments	
	Shiel Sexton Contract	PCCO#001	-\$3,000.00	c/o 1 Credit for Change to HP Storm Pipe	
	Shiel Sexton Contract	PCCO#002	\$1,475.13	c/o 2 Add smooth Block course on Both buildings	
	Shiel Sexton Contract	PCCO#003	\$9,765.07	c/o 3 Plumbing Changes from Bid	
	Shiel Sexton Contract	PCCO#004	\$1,269.84	c/o 4 Conduit for future Concessions Panel	
	Shiel Sexton Contract	PCCO#005	\$1,192.59	c/o 5 New Equipment Shed Door	
	CPSL		\$14,514.89	key fob locks for 5 doors	
On Hold	Shiel Sexton Contract	PCCO#006	\$3,172.52	c/o 6 Underground Conduit for Access Controls	
	Shiel Sexton Contract	PCCO#007	\$842.59	c/o 7 Third party testing of concrete footings	
			\$893,060.38		Amount Remaining
					\$128,327.37

SCIF Projects \$300,000 State Funds

<u>Date</u>	<u>To/From</u>	<u>check #</u>	<u>Amount</u>	<u>Reason</u>	<u>Balance</u>
6/20/2022	SCIF Funds from State	ACH	\$300,000.00	Grant	\$300,000.00
6/20/2022	Wisconsin Lighting	1001	-\$8,853.19	1 set of ballfield lights	\$291,146.81
6/30/2022	Interest		\$10.59		\$291,157.40
7/22/2022	Duke Energy	1002	-\$19,665.71	pole relocation	\$271,491.69
7/31/2022	Interest		\$7.32		\$271,499.01
8/3/2022	Homer Lee Clay Electric	1003	-\$585.00	install 1 set ballfield lights	\$270,914.01
8/4/2022	Danny Hatley	1004	-\$4,700.00	install 1 set ballfield lights and lift	\$266,214.01
8/4/2022	Windstream	1005	-\$2,531.10	move lines for project	\$263,682.91
8/4/2022	Wisconsin Lighting	1006	-\$39,839.31	5 sets of ballfield lights	\$223,843.60
8/12/2022	TL Services	1007	-\$2,000.00	deposit for dugout materials/demolition	\$221,843.60
8/15/2022	Paul Goodman	1008	-\$2,500.00	tree& stump removal for new concession stand	\$219,343.60
8/31/2022	Interest		\$5.98		\$219,349.58
9/20/2022	TL Services	1009	-\$4,750.00	porcelain tile for restrooms	\$214,599.58
10/5/2022	Richard Suggs Const. Inc	1010	-\$52,526.60	sewer line & pump	\$162,072.98
9/30/2022	Interest		\$5.37		\$162,078.35
10/14/2022	Hatley Service, Inc	1011	-\$6,000.00	installation of 5 sets of ballfield lights	\$156,078.35
10/19/2022	Homer Lee Clay Electric	1012	-\$2,844.00	electrical line and repair circuits for ballfield lights	\$153,234.35
10/26/2022	Trident Mechanical Services, Inc	1013	-\$17,592.58	2 Rheem HVAC units	\$135,641.77
10/27/2022	Sales Tax Refund		\$579.19	Sales Tax Refund	\$136,220.96

Obligated

TL Services	remodel bathrooms	\$	46,500.00
TL Services	dugouts	\$	16,860.00
DW Castleberry	repave entire parking lot, drive, Food Ministry	\$	94,165.00
?	Batting cages	\$	5,000.00
		\$	162,525.00

Amount Remaining

\$1,254.04

Mount Pleasant

North Carolina

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Planning and Economic Development

December 12, 2022

Planning & Zoning Cases

SUB 2017-01 Green Acres Construction Plans

Description: Construction Plans for 37-lot subdivision. Preliminary Plat was approved in 2017 and renewed in January of 2022. The Town Board approved a revised development agreement for this project in June of 22 regarding sewer line installation. Plans for development of this property were originally initiated in 2008.

Location: NC Highway 73 at Sloop Arthur Drive and Green Acres Circle

Cabarrus County Parcel Number(s): 5651-70-6355

Zoning: RM CZ Conditional Residential Medium Density

Area: approx. 14.92 acres

Density: 2.28 dwelling units per acre

Current Status: First submittal of construction plans is currently under review.

SUB 2020-03 Brighton Park Construction Plans and Development Agreement

Description: 178 single family lots with community clubhouse and pool. The proposed number of lots was reduced by one lot due to constraints determined during preparation of Construction Plans. Plans for development of this property were originally initiated in 2008.

Applicant: Niblock Homes

Location: Southwest corner of NC Highway 73 and NC Highway 49

Cabarrus County Parcel Number: 5660-56-4096, 6785, 8647, & 9681

Zoning: RM Residential Medium Density

Area: approx. 86.77 acres

Density: 2.05 dwelling units per acre

Current Status: Waiting on final NCDOT driveway permit approval and final NCDEQ water and sewer line approval. WSACC flow acceptance form for Phase 1 has been submitted. Development agreement approved at November 14 Town Board Meeting.

Code of Ordinances

Part 7: Motor Vehicles & Traffic

Town Board voted to approve amendments to Part 7 at its September meeting. Final formatting is being completed to be added to the Town website. Staff is working on a plan for communications and signage prior to the effective date of January 1, 2023.

Part 8: Offenses (Nuisances)

Staff began discussions with the Town Board about Part 8 at the October 10 meeting. Staff began preparing amendments but had to put work on hold due to BRIC grant deadlines. Staff requested that the Town Board open and continue the public hearing at the November 14 meeting and another continuance at the December 12 meeting.

Utilities

- The Town has a total 67,594 gpd to allocate between now and 2024 when the Phase 1 Rocky River Regional Waste Water Treatment is completed. In accordance with the Town's adopted Wastewater Allocation Policy, 37,440 gpd has been allocated or reserved, and an additional 10,000 gpd has been held in reserve for economic development, leaving 20,154 gpd to be allocated.
- Staff submitted a Letter of Interest for a federal Building Resilient Infrastructure and Communities (BRIC) grant for utility duct bank installation in downtown. In order to strengthen the application, downtown

stormwater mitigation was included. Staff is working with Carolina Conduit on duct bank plans and with LKC on the required Benefit Cost Analysis. Initial state scoring put Mount Pleasant's project in second place in the state (out of 42 projects). Staff will further strengthen the application in accordance with state panel comments providing additional documentation and the required Benefit Cost Analysis.

Comprehensive Plan Implementation

- Town received a Grassroots Project Assistance Grant through the Cabarrus Arts Council and NC Arts Council to complete a second Downtown Mural, "Greetings from Mont Amoena". The grant will cover up to \$7,000 or 50% of the project cost, whichever is less.
- Cabarrus County is working on plans for a new Mount Pleasant Library/Senior Center and Park. The site was rezoned in February to OI to facilitate the project. The site is currently under design with an anticipated opening in 2024.
- Buffalo Creek Preserve Trailhead expansion and picnic shelter installation are complete. Signage and security cameras have been installed and trash receptacles and portable toilet are on site. Public works staff will finish the project with the new skid steer by spreading a load of gravel and a load of dirt and removing underbrush for better visibility by the end of the year.
- The contract for the \$94,250 federal grant for the National Register Historic District Survey Update, Study Form Update, and Downtown Stormwater Study have been executed. HMW Preservation has begun work on the project with field work anticipated in January. LKC has begun on the Downtown Stormwater Study.
- Fire Department and Town Park construction projects are underway. Visit the www.mpncfuture.com website for project updates.

Transportation

- An application for contract through the State Transportation Board has been submitted for the N. Washington Street CMAQ project. Contract was approved. Staff will begin working on procurement for engineering.

Permits

November & December (to date) report attached.

November and December 2022 Zoning Permits (to date)

Permit #	Date	Cab. Co. #	Add. #	Street Name	Type	Permit Description	Applicant	Notes
Z-2022-45	11/17/2022	5670-20-1161	1934	Marksburg Ct.	Upfit	Roof-mounted solar panels	Top Tier Solar	
Z-2022-46	11/21/2022	5670-05-4007	8059	W. Franklin St.	Demolition	Demolition of pool supply store	Mark Stephen Allen	

2 Zoning Permit

Permit #	Date	Cab. Co. #	Add. #	Street Name	Type	Permit Description	Applicant	Notes
Z-2022-47	12/2/2022	5670-23-1646	1438	N. Main St.	Accessory	Storage Shed	Genna Dixon	
Z-2022-48	12/2/2022	5579-48-1918	2260	Bilvelor Ct.	Addition	Deck	Will Biggers	

2 Zoning Permit

MEMORANDUM

To: Mayor and Town Board

From: Jeff Watts, Code Enforcement

Date: December 1, 2022

RE: Please find listed below an update / overview for the month of Nov

New:

- 8549 Lee St – Notice of Violation sent – MPDO – Living in an RV – Corrected – Closed
- 9020 E Franklin St – Notice of Violations sent MPDO – Corrected – Closed

Update:

- 8030 Hwy 49 N – Notice of Violation sent – MPDO and Certificate of Compliance – Corrected – Closed

No Change:

- 365 Mt. Pleasant Rd N – Spoke with Cabarrus Co. Tax office. The property has been turned over to the attorney's office for auction. They are going through the process. No timeline on how long it may take.
- 1765 Garmon McGuire - Notice sent regarding Zoning violations. Visited the site, cleanup is ongoing. Will continue to monitor progress.
- 9115 E Franklin St – Notice of Minimum Housing violation sent – working with Public Works to monitor the issue.
- 1470 S Main St – Cabarrus Building Inspectors were contacted and have looked at the building. Building permit to repair the building has been issued by the county.
- 7570 Hwy 73 – Spoke with owner, he understands he can do no further work on the property until he has proper access and permits.

MEMORANDUM

To: Mayor and Town Board

From: Daniel Crowell, Public Works

Date: December 12, 2022

RE: Please find listed below an update / overview for the month of November 2022

New:

- Completed monthly meter reads
- Water Cut-Offs
- Responded to 6 pump station alarm calls
- Responded to 2 after hour customer calls
- Picked up 6 dump truck loads of brush which equals 72 cubic yards of brush
- Picked up 22 trailer loads of leaves which equals 220 cubic yards of leaves
- Completed 24 work orders for various issues
- Started bulk leaf pickup
- Repaired water leak at 9800 Hwy.73
- Repaired water leak at 8320 Hwy. 49
- Repaired water main break at 257 Jackson St. (after hours)
- Worked on issues at North Woods Pumpstation

On going:

- Public works mows and maintains approximately 18 acres each week to biweekly depending on conditions as well as ground maintenance at all 8 of our sewer pump stations
- 8 pump stations are checked once a week which included a visit to each station checking dialer status and recording run times. Alarm floats are pulled and checked and stations cleaned monthly in accordance to NC DWQ standards
- Weekly Chlorine monitoring is done on Mondays or Fridays depending on schedule of work and consists of pulling samples from 5 different sites which change every other week
- Due to the volume of brush/yard debris collection typically takes 1 to 1.5 days of the week especially during leaf season

Cabarrus County Sheriff's Office

Law Calls for Service

253 / Mt Pleasant

09/01/2022 - 11/30/2022

OFFICER-INITIATED

	Sep-22	Oct-22	Nov-22
Total	2,000	1,933	1,702
50 B OR C	0	1	0
CIVIL PROCESS	7	10	7
COMMUNITY CONTACT	1	5	7
DIRECT TRAFFIC	39	8	0
FOLLOW UP	4	12	0
IMPROPERLY PARKED VEH	1	0	1
INFORMATION	1	2	0
INVESTIGATION	1	0	1
LARCENY	1	0	0
PROPERTY DAMAGE	0	0	1
RECOVERED PROPERTY	1	0	0
ROAD HAZARD	1	0	0
SEARCH WARRANT	0	2	0
SECURITY CHECK	1,576	1,507	1,400
SERVICE CALL LAW	0	0	1
SRO ASSIST ADMIN	43	56	46
SRO INVESTIGATION	2	3	1
SRO MENTOR/COUNSEL	47	52	36
SRO PARENT MEETING	1	2	3
SRO SAFETY CHECK	142	147	105
SRO THREAT	0	2	1
SRO WELFARE CHECK	1	1	0
STRANDED MOTORIST	2	0	4
SUSPICIOUS SUBJECT	2	2	0
SUSPICIOUS VEHICLE	8	6	1
TRAFFIC ACC PROPERTY DAMAGE	1	1	0
TRAFFIC STOP	109	113	86

	Sep-22	Oct-22	Nov-22
TRESPASSING	3	0	0
WARRANT	6	1	1

DISPATCHED

	Sep-22	Oct-22	Nov-22
Total	58	59	43
50 B OR C	0	1	0
911 HANGUP	1	0	0
911 WELFARE CHECK	0	0	1
ALL ANIMAL CONTROL CALLS	2	2	5
ASSIST CONCORD POLICE	0	1	0
ASSIST COUNTY FIRE DEPARTMENT	0	0	1
ASSIST EMS	0	1	1
ASSIST SHP	1	0	2
BREAKING AND ENTERING OF RESD	0	1	0
BREAKING ENTER OF VEHICLE	0	1	0
BURGLAR ALARM	11	7	9
CAC BITE	0	1	0
CAC WELFARE CHECK	1	0	0
CARELESS RECKLESS DRIVING	0	2	0
DISPUTE (ANYONE)	9	1	1
DOMESTIC DISTURBANCE	2	3	0
DOT NOTIFICATION	0	1	1
DRUG INVESTIGATION	1	0	0
ESCORT	1	0	1
FIGHT	0	0	1
FOLLOW UP	0	2	0
FRAUD / FORGERY	0	2	1
IMPROPERLY PARKED VEH	0	1	0
INFORMATION	0	1	2
LARCENY	3	1	0
LOUD (ANYTHING DESC IN NARR)	4	0	0

	Sep-22	Oct-22	Nov-22
MISSING PERSON OR RUNAWAY	0	0	1
PROPERTY DAMAGE	1	1	2
REPOSESSION	1	0	0
ROAD HAZARD	0	1	0
SERVICE CALL LAW	2	4	1
SEX CRIME	0	0	1
SUSPICIOUS SUBJECT	6	10	2
SUSPICIOUS VEHICLE	2	2	2
THREATENING SUICIDE	0	0	2
TRAFFIC ACC PROPERTY DAMAGE	4	8	1
TRAFFIC ACCIDENT PI	2	3	2
TRESPASSING	1	1	0
VEHICLE FIRE	1	0	0
WELFARE CHECK (PERSON)	2	0	3

Details for Dispatched Calls for Service

11/01/2022 - 11/30/2022

Total Disp. CFS: 43

Event #	Date / Time	Street	Case #	Call Source
911 WELFARE CHECK 1				
22-232969	11/08 20:37	S COLLEGE ST		PHONE
ALL ANIMAL CONTROL CALLS 5				
22-229265	11/03 17:08	E FRANKLIN ST		PHONE
22-230171	11/04 17:04	E FRANKLIN ST		PHONE
22-235667	11/12 12:42	N WASHINGTON ST		PHONE
22-236061	11/13 10:23	E FRANKLIN ST	22-1113-0008	PHONE
22-247505	11/28 17:17	W FRANKLIN ST	22-1128-0014	PHONE
ASSIST COUNTY FIRE DEPARTMENT 1				
22-230829	11/05 20:10	LEE ST		PHONE
ASSIST EMS 1				
22-240843	11/19 13:03	OLDENBURG DR		PHONE
ASSIST SHP 2				
22-228294	11/02 15:16	W FRANKLIN ST		PHONE
22-229201	11/03 15:22	E FRANKLIN ST		PHONE
BURGLAR ALARM 9				
22-230449	11/05 07:19	N MAIN ST		PHONE
22-231419	11/07 02:22	W FRANKLIN ST		PHONE
22-233994	11/10 05:28	NORTH DR		PHONE
22-237272	11/15 06:10	S MAIN ST		PHONE
22-239036	11/17 03:21	NORTH DR		PHONE
22-239741	11/17 22:01	W FRANKLIN ST		PHONE
22-241198	11/20 02:05	NORTH DR		PHONE
22-246001	11/26 22:49	NC HWY 73 E		PHONE
22-247302	11/28 14:29	NC HWY 49 N		PHONE
DISPUTE (ANYONE) 1				
22-242314	11/21 17:09	E FRANKLIN ST	22-1121-0007	PHONE
DOT NOTIFICATION 1				
22-229701	11/04 08:03	NC HWY 49 N/N MAIN ST		PHONE
ESCORT 1				
22-247008	11/28 09:54	COOK ST		PHONE
FIGHT 1				
22-243281	11/22 16:28	NC HWY 73 E		PHONE
FRAUD / FORGERY 1				
22-248403	11/29 16:03	WADE ST		PHONE
INFORMATION 2				
22-239507	11/17 15:00	LEE ST		PHONE
22-242414	11/21 20:18	NC HWY 49 N		PHONE
MISSING PERSON OR RUNAWAY 1				
22-233741	11/09 15:44	NC HWY 49 N		PHONE
PROPERTY DAMAGE 2				
22-228546	11/02 22:31	LEE ST	22-1102-0015	PHONE

253 / Mt Pleasant

PROPERTY DAMAGE			2	<i>(continued,</i>
22-246867	11/28 07:55	S MAIN ST		PHONE
SERVICE CALL LAW			1	
22-232160	11/07 20:05	NC HWY 49 N		PHONE
SEX CRIME			1	
22-233472	11/09 11:17	E FRANKLIN ST		PHONE
SUSPICIOUS SUBJECT			2	
22-241100	11/19 21:21	NC HWY 49 N		PHONE
22-244513	11/24 12:33	NC HWY 49 N		PHONE
SUSPICIOUS VEHICLE			2	
22-239770	11/17 22:57	S COLLEGE ST		PHONE
22-240557	11/18 22:56	NC HWY 73 E/DUTCH RD		PHONE
THREATENING SUICIDE			2	
22-241605	11/20 21:45	ROSS CIR		PHONE
22-249146	11/30 15:50	ENCHANTED LN	22-1130-0010	PHONE
TRAFFIC ACC PROPERTY DAMAGE			1	
22-240605	11/19 04:17	NC HWY 49 N	22-1119-0003	PHONE
TRAFFIC ACCIDENT PI			2	
22-235696	11/12 13:19	N MAIN ST/E FRANKLIN ST	22-1112-0007	PHONE
22-242208	11/21 15:30	S COLLEGE ST	22-1121-0004	PHONE
WELFARE CHECK (PERSON)			3	
22-235117	11/11 18:14	WALKER RD		PHONE
22-237829	11/15 14:59	VALLEY ST		PHONE
22-237961	11/15 18:04	NC HWY 73 E		PHONE

November Board Update

Construction Update:

- The concrete in the bay has fully set up and all of the trucks are back inside.
- They have begun to install the wall framing inside of the living areas.
- The plumbing is complete until the next phase starts.
- Temporary power is in the process of being installed so that they can finish demoing the old panels and move the generator for the addition.

Fire Dept Update:

- We ran approx. 74 Calls in November
- We went to the High School and participated in a recruitment event with Cabarrus County FMO
- We placed our yearly turnout gear order
- All of the Trucks had the yearly preventative maintenance done with no major issues found.
- All of the yearly hose testing was completed with minimal failures.
- The KME Ladder Truck is sold for \$110,000 before paying the listing company 7% pending a few minor repairs that the new owners have requested to be done (rear intake sticking). The funds will go back into the Capital Outlay Vehicle account. It is in the repair shop now awaiting parts.
- We are currently working on implementing a Junior/Apprentice Program that would allow someone to join at the age of 16 vs the current requirement of 18. We should have more information in the meetings to come.

Thank You for your continued support!

Dustin Sneed
Fire Chief
Mt. Pleasant Fire Dept.

Mount Pleasant

North Carolina

Founded in 1848

Agenda Item:

Consider the 2023 appointments to the Transportation Advisory Committee (TAC) and the Technical Coordinating Committee (TCC) of the Cabarrus-Rowan Urban Area Metropolitan Planning Organization.

Narrative:

Phil Conrad of Cabarrus Rowan MPO is requesting the names for the TAC and TCC appointments by January 1, 2023. The MPO would like to know who will serve in 2022 as our designated appointees to the TAC (elected officials only), as well as the TCC (staff) appointee and alternate.

Erin Burris is currently the TCC representative with Crystal Smith as alternate. Staff is recommending reappointing Erin Burris as TCC representative and Crystal Smith as alternate.

Currently, Mayor Pro Tem Lori Furr is serving as TAC representative for the Town with Commissioner Jim Sells listed as alternate.

Recommendations:

1. Motion to reappoint Erin Burris as TCC representative with Crystal Smith as alternate
2. Motion to appoint _____ as TAC representative with Commissioner _____ as the TAC alternate.

Amy Schueneman

From: Connie Cunningham <ccunningham@mblsolution.com>
Sent: Tuesday, November 29, 2022 2:08 PM
To: Randy Holloway
Cc: Amy Schueneman
Subject: Cabarrus Rowan MPO 2023 TCC and TAC Appointments

Caution: This Email Message Originated Outside of Our Email Server. Please Use Caution When Opening Links and Attachments

November 29, 2022

Mr. Randy Holloway, Town Manager
Town of Mount Pleasant
P. O. Box 787
Mount Pleasant, North Carolina 28124

SUBJECT: 2023 Appointments to the Transportation Advisory Committee (TAC) and the Technical Coordinating Committee (TCC) of the Cabarrus-Rowan Urban Area Metropolitan Planning Organization (CRMPO)

Dear Mr. Holloway,

As you are aware, each year the North Carolina Department of Transportation (NCDOT) requires the MPO to supply a list of current TAC and TCC representatives along with their alternates. At present, Mrs. Lori Furr serves as the appointed member and Mr. Jim Sells is the alternate serving the Town of Mount Pleasant on the TAC. Mrs. Erin Burris is currently the TCC representative and Mrs. Crystal Smith is the alternate. Please notify the MPO as to who will serve in 2023 as your designated appointees to the TAC (elected officials only), as well as the TCC (staff) appointee and alternate. **The TAC and TCC appointees must be available to attend regular monthly meetings and participate on regional transportation planning committees. Attendance at the meetings is critical to the success of our planning efforts and to bring information back to their respective communities.** A schedule of the meetings will be sent to your designated representative as soon as their information is made available to us.

As all of the current TAC members are aware, there is a requirement to serve as a member or alternate of the TAC. TAC members are subject to provisions of the NC State Government Ethics Act, Chapter 138A of the NC General Statutes. There are two specific requirements: 1) State of Economic Interest (SEI) application, and 2) Real Estate Disclosure Form. Current MPO TAC members and their alternate must electronically file their SEI and Real Estate Disclosure Form annually by April 15th. This information can be found at <http://www.ethicscommission.nc.gov/sei>. Go to Statement of Economic Interest and click on MPO/RPO filers. . Please alert your TAC representatives of this requirement when making your selections

Please provide current contact information for your selected individuals to include mailing address, telephone number, fax number and e-mail address to Connie Cunningham at the CRMPO office by January 6, 2023. Please email your information to ccunningham@mblsolution.com .

Thank you for your attention to this matter.

Sincerely,

Phil Conrad