A G E N D A

LINCOLNTON CITY COUNCIL



June 6, 2024

7:00 p.m.

Council Chambers

City hall

LINCOLNTON
AGENDA
June 6, 2024
7:00 PM

CALL TO ORDER

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

1. AGENDA APPROVALS

1a Approval of REGULAR AGENDA

1b Approval of CONSENT AGENDA

- **May 2, 2024 - Regular Meeting Minutes**
- **C-07-24 - Contract with the Downtown Development Association of Lincolnton for the 2024 Lincolnton Food, Wine & Brew Fest event - Event Rescheduled for September 14, 2024.**
- **C-09-24 - Contract for Provision of Services between the Lincolnton Housing Authority and the Lincolnton Police Department**
- **Order of Collection for the 2024–2025 taxes for the City of Lincolnton.**
- **Lincoln County Tax Department - Request for Releases - April 16, 2024 through May 15, 2024**

2. PUBLIC COMMENT

Speakers will be limited to three (3) minutes to address Mayor and City Council. You must sign in with the City Clerk to be eligible to speak

3. PUBLIC HEARINGS

3a ZTA-4-2024 - Zoning Text Amendments to Chapter 153 Unified Development Ordinance

Jean Derby, Planning Director

3b O-06-24 Public Hearing to receive comments on the proposed 2024-2025 Fiscal Year Budget - Total proposed budget is $34,669,933.00.

NOTE: Action on this item, after closing the Public Hearing, includes three separate motions:
*** Adopting the Budget Ordinance**
*** Adopting the 2024-2025 Schedule of Fees**
*** Adoption of the City of Lincolnton 2024-2025 Salary Schedule and Schedule of Budgeted Positions**

Ritchie Haynes, City Manager

4. REGULAR AGENDA

4a BA-03-24 Budget Amendment to be made to the Annual Budget Ordinance for fiscal year ending June 30, 2024

Pamela McBryde, Finance Director

4b Consideration of revision to the City of Lincolnton Personnel Policy-Article VI Section 14 Educational Involvement of City Employees

Tanya Osborne, Human Resources Director

4c Consideration for Revision of Parks & Recreation Policies and Procedures Manual Section 11-Volunteer Background Screening Process

Nathan Eurey, Public Services Director
Tanya Osborne, Human Resources Director

5. REGULAR AGENDA

5a C-10-24 Ford property (311 E Sycamore & buildings on Pine St) demolition contract/quote

David Ramsey, Business Services Director

5b C-11-24 Consideration to approve Construction Manager at Risk for new Public Service Center project - Edifice LLC aka Edifice Construction

David Ramsey, Business Services Director

5c Consideration to approve DH Griffin Wrecking Co to demolish shear machine, break machine, submarine compressor, boiler, chimney tank, and associated piping at the Excel (new PSC site) building and remove from premises.

David Ramsey, Business Services Director

6. REGULAR AGENDA

6a Consideration to approve the purchase of a Yard Machine for the electric department - specifically a DB41B Backyard Digger Derrick. The Altec **DB41B** is a track-mounted derrick designed to access jobsites otherwise inaccessible by traditional truck mounted equipment.**. Price quote attached.**

David Ramsey, Business Services Director

6b C-12-24 Approval of Recommendations for Chemical Company Contracts

Todd Elmore, Water Resources Director

6c Consideration to approve agreement with Altaworx

Chris Jones, Technology & Innovation Director

7. OTHER BUSINESS

7a C-13-24 Consideration/Approval of Mutual Aid Agreement - American Public Power Association

Ritchie Haynes, City Manager

7b Manager's Report/Activity Update

Ritchie Haynes, City Manager

NEWS MEDIA

8. CLOSED SESSION

To discuss property acquisition G.S. 143-318.11 (a)(5)

ADJOURNMENT

The Lincolnton City Council met in Regular Session on Thursday, May 2, 2024 at 7:00 p.m. in the Council Chambers of City Hall located at 114 West Sycamore Street, Lincolnton, NC.

Mayor Hatley called the meeting to order asking everyone to rise for a moment of silence. He then led the Pledge of Allegiance. The following Council members were in attendance:

DEMENY POINSETTE TIPTON JETTON

Councilmember Jill Tipton made a motion to approve the Regular Agenda. Members voted 4-0 in favor of the motion.

Councilmember Christine Poinsette made a motion to approve items listed under the *CONSENT AGENDA* as follows:

- Minutes from the April 4, 2024 Regular Meeting
- Retirement Recognition of Stanley D. Hall, Jr. – 13 Years of Service
- Lincoln County Tax Department – Request for Releases over $100 for March 16, 2024 – April 15, 2024
- Lincoln County Tax Department – Request for Releases Under $100 for March 16, 2024 – April 15, 2024
- C-07-24 – Contract with Downtown Development Association of Lincolnton for the 2024 Lincolnton Food, Wine & Brew Fest
- C-08-24 – Contract with Downtown Development Association of Lincolnton for the 2024 Alive After Five Concert series
- Adoption of Updated City of Lincolnton Annexation Map
- R-08-24 – Resolution declaring Service Dog as Surplus
- Proclamation – Nation Police Week" May 12-18, 2024 & "Peace Officers Memorial Day" May 15, 2024
- Proclamation – "National Skilled Nursing Care Week" May 12-18, 2024
- Proclamation – "Public Service Recognition Week" May 5- 11, 2024
- Proclamation – 55th Annual Professional Municipal Clerk Week May 5-11, 2024

Members voted 4-0 in favor of the motion.

SPECIAL PRESENTATION

Presentation of Intermediate Certificate to Sgt. Stephanie Allen and Officer Cody Smith

Chief Brain Greene, along with Police Department Command Staff presented both Sgt. Stephanie Allen and Officer Cody Smith with their Intermediate Certificates, which is the second level of certificates awarded by the state of North Carolina. Chief Greene explained noted the combination of education, training and experience is required to be eligible for the award.

One additional award was presented. Chief Greene informed of the recent decision to recognize an Officer of the Quarter, from which an Officer of the Year will be selected. He recognized Mr. Kelley Atkins and First Federal Bank as the sponsor and announced Tyler Byles as the Police Departments first Officer of the Quarter.

Recognition of the 2023-2024 Lincolnton Student Advisory Council

Mayor Ed Hatley recognized Mrs. Jill Eaddy, Advisor for the Lincolnton Student Advisory Council. Ms. Eaddy recognized the twenty-four members that make up the 2023-2024 Student Advisory Council. She briefly spoke to the purpose and intent of the council, and the added benefit of meeting students from across the county. She explained the many valuable lessons learned as a members as they develop into the leaders of the future. Representing the various committees formed within the group, members of each committee reported on the activities and/or projects they participated in during year.

Mayor Ed Hatley commended members for they hard work and presented those in attendance with a City of Lincolnton lapel pin.

Legislative update – Drug Court

Mayor Ed Hatley recognized Judge Todd Pomeroy who spoke to the newly implemented treatment court formed for the purpose of addressing the growing addition problems facing our communities. Judge Pomeroy stated that this "Community Centered Court" is designed for non-violent, Lincoln County resident, offenders who have addiction issues. He explained the individuals that make up the team and gave a general overview of what they do. He provided

details on the days and times court is held and encouraged member to attend and get a firsthand experience. Councilmember Jill Tipton shared her experience with attending the proceedings and talked about the encouraging impact she feels the program is having on the participants and the positive message it is sending.

Judge Pomeroy ended saying, "My message to the community is we need your help." He explained that he is not allowed to actively solicit because of his position, but he encouraged those in attendance to make contributions or provide services.

PUBLIC COMMENT

Three individuals signed to speak during the public comment portion of the meeting. Mr. Alan Hoyle encouraged council members to support and uphold the right to life for the unborn. Ms. Elizabeth Christopher, 745 Brady Branch Trail, addressed council regarding an ongoing code enforcement issue with her neighbor. She also expressed concern regarding a tree on the corner of Congress and Academy Street that is blocking the line of sight. Planning Director Jean Derby did request permission to respond and explain the current status of this case. Mr. Trent Mason also signed to speak under public comment and addressed council concerning several different city related topics

PUBLIC HEARING:

CZ-1-2024
Application from True Homes, LLC requesting the Conditional Rezoning of 45.6 acres of land from O-I and R-15 Districts to the Planned Residential District (PRD) to construct 180 townhomes. The subject property lies south of East Gaston Street and West of U.S. Highway 321 (Parcel ID 89926)

Jean Derby, Planning Director, reviewed the application submitted from True Homes. LLC requesting the rezoning. Ms. Derby presented a summary of the request, describing the location of the property, and providing and aerial of the project area, street views and the proposed site plan. She explained because the plan is to construct 180 townhomes, two entrances would be required to meet fire code, therefore the site plan shows an entrance off of both East Gaston Street and Wellons Street, which is an existing road. Ms. Derby provided detailed information about the proposed project and the existing zoning and

how it compares to the proposed zoning being requested. She also gave a breakdown of the expected revenue that could be generated should the project be approved. Ms. Derby pointed out several of the staff comments/conditions of approval that addressed some of the major concerns of the individuals opposing the project. She also reviewed the Statement of Consistency and Reasonableness for both approval and denial.

Mr. Shawn Gasperini addressed the mayor and city council on behalf of True Homes. Mr. Gasperini provided information about the company and spoke to, what he describes as, the transitional nature of the project. He also spoke to the additional rezoning benefits that will be required with this project, noting that, the neighborhoods concerns were heard and mitigated as best as possible with the addition of the gate, additional buffers and additional on street parking going from 270 parking spaces to 419 parking spaces. Color renderings of the home elevations were also presented.

Six individuals requested to speak to this public hearing. Ms. Cynthia Koehler, Mr. Randy Manshack, Mr. Ed Faggart and Mr. Jamex Baxter spoke in opposition to the request, while Mr. Brian Kenyon and Mr. Jim Flowers spoke in favor of the rezoning.

Councilmember Jill Tipton made a motion to close the Public Hearing. Members voted 4-0 in favor of that motion.

Councilmember Roby Jetton made a motion to deny the request. Members voted 3-1 in favor of the motion with Poinsette, Tipton and Jetton voting in favor of the motion. Councilmember Demeny opposed the motion.

ZMA-1-2024
Application from Christopher Kilby, Kilby Ventures, requesting the rezoning of 0.10 acres from the Residential Office (R-O) District to the Central Business (C-B) District. The subject property is located at 125 West Water Street (Parcel ID 00510)

Planning Director Jean Derby reviewed the request, giving a brief history of the subject property and why the applicant is requesting the change. She spoke to the adjacent properties and zoning around the site. An aerial of the location was provided, as well as a couple of street views. Ms. Derby stated that the rezoning of the property to the Central Business (CB) is consistent with the

intent of the land use plan in staff's opinion. She reviewed the Statements of Consistency and Reasonableness for approval and denial.

Councilmember Christine Poinsette made a motion to close the Public Hearing. Members voted 4-0 in favor of the motion.

Councilmember Jill Tipton made a motion to approve the request. Members voted 4-0 in favor of the motion.

ZMA-2-2024
Application from Rayna & Robert Brakefield requesting the rezoning of 0.803 acres from the Office Institutional (O-I) District to the Rural Residential (R-25) District. The subject property is located at 442 Buffalo Shoals Road (Parcel ID 26134)

Planning Director Jean Derby gave an overview of the request. Ms. Derby explained why the applicant is asking that the property be rezoned back to the original district. She provided a visual summary of the request which showed the existing and proposed zoning, the current use and the proposed use. Both street views and an aerial of the site were referenced. She explained staff's recommendation to amend the future land use to map to show the property in the residential suburban, which is consistent with surrounding properties. She informed that Planning Board voted 6-0 in favor of approval. They also recommended approval of the statement of consistency for approval of the rezoning request and to amend the future Land Use Plan map to show parcel ID 26134 in the Residential Suburban Planning Area.

Councilmember Roby Jetton made a motion to close the Public Hearing. Members voted 4-0 in favor of the motion.

Councilmember Jill Tipton made a motion to approve the request. Members voted 4-0 in favor of the motion.

ZTA-2-2024
Application from Jason Cunningham, U.S. Bonding Company, Inc, requesting a text amendment to Section 153.117 General Manufacturing and Commercial (GMC) District to the Lincolnton Unified Development Ordinance to allow bail bond service as a permitted use.

Jean Derby, Planning Director, reviewed the application to allow Bail Bond Services as a permitted use in the GMC district. Ms. Derby explained that there are some that are grandfathered in as a nonconforming use, but currently the City's UDO does not allow Bail Bond Services as a permitted use at all. She stated that the GMC district is designed for general commercial and industrial land uses, however adding Bail Bond Service as a permitted use would not compromise this zoning district. Ms. Derby informed that the Planning Board voted in favor of approving the amendment and the statement of consistency and reasonableness.

The applicant and owner of US Bonding Company, Mr. Jason Cunningham, was in attendance and spoke to the proposed amendment request. He explained that had he been aware of this prior to moving, he would have continued to operate as a grandfathered nonconforming use. He pointed out why the subject location is a better location for his business.

Councilmember Christine Poinsette made a motion to close the public hearing. Members voted 4-0 in favor of the motion

Councilmember Poinsette made a motion to approve the request with the paragraph about consistency included in the approval. Members voted 4-0 in favor of the motion.

ZTA-3-2024
Application from Jennifer Gunter requesting a text amendment to Section 153.113 (A)(2) Central Business (C-B) District of the Lincolnton Unified Development Ordinance to allow permanent cosmetics as a permitted service

Planning Director Jean Derby spoke to the application, informing that currently the Lincolnton UDO groups permanent cosmetics in with Tattooing. She explained that the amendment would separate Tattooing from Permanent Cosmetics. As a result of this amendment Permanent Cosmetics would be an independent permitted use, and these services could be offered in the Central Business District. Ms. Derby stated that adding Permanent Cosmetics as a permitted use would not compromise the zoning district.

The applicant, Jennifer Gunter, was in attendance and addressed council regarding her request. She spoke briefly to her years of training and the difference in the services she wishes to provide to the citizens here in

Lincolnton. Ms. Gunter stressed that tattooing is not a service that she will be offering.

Councilmember Jill Tipton made a motion to close the Public Hearing. Members voted 4-0 in favor of the motion.

Councilmember Christine Poinsette made a motion to approve the application with the proposed consistency and reasonableness statement. Members voted 4-0 in favor of the motion.

With a consensus among members, Mayor Hatley announced a five minute recess
The meeting reconvened at 8:57 p.m.

REGULAR AGENDA:

Request to Proceed with Purchase of Fire Truck Previously Presented at Budget Planning Retreat

Mayor Ed Hatley recognizied Fire Chief Ryan Heavner, who spoke to the agenda item added at the beginning of the meeting. Chief Heavner reminded members of the information presented at the March budget retreat regarding the purchase of a new fire truck.. Continuing, he informed members of a call received from the company representative advising him of a planned increase effective May 31, 2024. Chief stated that he felt he needed to share this information with council members and recommended moving forward with the purchase, as the City will recognize a cost savings of approximately $65,000.00 if the contract is signed prior to the May 31st effective date.

After some discussion among members and staff, Mayor Ed Hatley entertained a motion to go ahead and proceed with the purchase of the new fire truck immediately. Councilmember Kevin Demeny made a motion to proceed. Members voted 4-0 in favor of the motion.

Request to Participate in /apply for the COPS Hiring Program Grant

Mayor Ed Hatley recognized Chief Brian Greene, who addressed council, asking for permission to apply for the COPS grant. Chief Greene informed of the City's plan to add a position over the next few years due to growth, noting that obtaining the grant would accelerate that plan. He briefly explained that he would like to apply for four officers, $125,000 per officer, for a total grant of $500,000.00. The grant will cover a five year period, with a three year grant

cycle. He stated that with the current salaries, the grant will cover the officers for about 2 ½ years for the City.

Councilmember Christine Poinsette made a motion to approve the hiring program grant for the Police Department. Members voted 4-0 in favor of the motion.

Consideration/Approval of Request for Qualifications (RFQ) – On Call Architectural Engineering Services

Business Services Director David Ramsey addressed council to request approval of those selected for "On-Call Architectural Engineering Services". Mr. Ramsey explained why architectural engineering on call services are important to the city to have, listing some of the benefits to having this in place. He informed that the City recently put out a Request for Proposals (RFQ), with sixteen companies responding. Out of the sixteen submissions, Mr. Ramsey presented nine companies for approval.

RFQ-20240119: On-Call A & E Services Submitters

Adams & Associates
AME Consulting
Becker Morgan Group
BLE Corp
Burns McDonald
C Design
Electrical Engineering & Consulting
GMC A&E
LaBella PC
LJB Engineering
McGill
REI Engineers
TGS Engineering
Thrasher Group
Withers Ravenal

Submitters Chosen

Becker Morgan Group - current design team for new Public Service Center	Charlotte
Electrical Engineering & Consulting - sub-station design, power grids, etc	Wendell
McGill - current relationship - City Park project	Hickory
Thrasher Group - all areas municipal related	Gastonia
Withers Ravenal - water dist., wastewater, water plants, transportation	Charlotte

Current Relationship

Clayton Co - current relationship	Hickory
David Ledford - current relationship	Lincolnton
Southeastern Electrical - current relationship - designed current sub-station	Charlotte
TGS Engineering - current relationship	Shelby

Councilmember Demeny made a motion to approve the list as submitted. Members voted 4-0 in favor of the motion.

Consideration of Request to Purchase New Vehicle - Fire Department

David Ramsey, the City's Business Services Director, addressed council seeking their approval to the purchase of a new vehicle for the Fire Department. Staff is currently working on finding an appropriate vehicle. Mr. Ramsey explained that by getting council approval, he will be able to proceed with the purchase once the appropriate vehicle is identified. He informed that this vehicle will replace the 2005 diesel truck that is no longer in service. City Manager Ritchie Haynes explained that although the purchase is not in the budget, there is additional revenue available for the purchase without affecting the budget.

Councilmember Roby Jetton made a motion to approve the purchase of a new fire truck vehicle. Members voted 4-0 in favor of the motion.

OTHER BUSINESS

Official Presentation of the 2024-2025 Budget Message, Budget and Proposed Fee Schedule

Mayor Ed Hatley recognized City Manager Ritchie Haynes to present the City's 2024-2025 operating budget. Mayor Hatley announce that no action would be taken until after the public hearing at the June 6th council meeting.

City Manager Haynes read the first portion of the Budget Message, citing the applicable section of the North Carolina General Statute, after which he reviewed the recommendations and highlights as follows:

2024-25 CMO Recommendations/Highlights

General Fund $17,482,008

- No tax rate increase
- Property Tax Revenue - $7,300,000
- Boger City Revenue - $1,517,000
- Sales Tax Revenue - $5,000,000
- Pay Study Group A / Phase III - $810,000
- Retirement Rate Increase-General~13.81 (7%); Police-15.17 (8%)
- Allotted $236,000 to General Expenses for Capital
- Allotted $33,500 to the Police Department for Capital
- Allotted $17,500 to the Fire Department for Capital
- Allotted $300,000 to the Solid Waste Department for Capital
- Allotted $100,000 to the Planning Department for Capital
- Allotted $200,000 to the Parks & Recreation Department for Capital
- Fund Balance Available $9.7M = 55% *(per FY22/23 financial statements)*

Water and Sewer Fund $8,983,500

- No rate increase
- Allotted $167,000 to the Water Treatment Plant Department for Capital
- Allotted $510,000 to the Distribution and Collection Department for Capital
- Allotted $135,000 to the Wastewater Treatment Plant Department for Capital
- Allotted $284,000 to the Public Services Building Project
- Fund Balance Available $5.5M= 58% *(per FY22/23 financial statements)*

Electric Fund $7,877,425

- No rate increase
- Allotted $300,000 to the Electric Department for Capital
- System Maintenance Increase - $50,000
- Fund Balance Available of $6.8M = 87% *(per FY22/23 financial statements)*

Powell Bill Fund $327,000

- Paving of City Streets - $167,405
- Maintenance of City Streest - $120,000
- Fund Balance Available $361,415 = 110% *(per FY22/23 financial statements)*

Mr. Haynes also presented and spoke to the following Capital Requests that are included in the proposed budget:

Budget 2024-25: Capital Requests

GENERAL FUND - (10)

	Department	Requested	Approved
4110	City Manager/Clerk	$0	$0
4120	Human Resources	$0	$0
4130	Finance	$0	$0
4280	General Expense		
	City Hall Improvements	$200,000	$200,000
	Placer AI	$16,000	$16,000
	Records Retention	$20,000	$20,000
4310	Police		
	Electronic Key Box	$13,000	$13,000
	Drug/Tracking K9	$8,500	$8,500
	Drone Kit	$12,000	$12,000
4340	Fire		
	L1 Bumper	$17,500	$17,500
4510	Public Works	$0	$0
4520	Street		
	Backhoe	$153,000	$0
4530	Equipment Services	$0	$0
4710	Solid Waste		
	Automated Leaf Truck	$370,000	$300,000
4740	General IT Services		
	Equipment	$95,000	$0
4910	Planning/Zoning		
	CMAQ Grant Match	$100,000	$100,000
4930	Bus & Comm. Dev	$0	$0

6100	**Recreation**		
	Replace Gym Scoreboard	$10,000	**$10,000**
	Steps at Dog Park	$25,000	**$0**
	Cross-Fit amenities	$15,000	**$0**
	Automated gate	$15,000	**$15,000**
	Sign crane and driver	$17,000	**$17,000**
	Pickleball Courts	$30,000	**$30,000**
	Paint inside of the gym	$55,000	**$28,000**
	Playground at BRP	$100,000	**$100,000**
	Total Fund 10	$1,272,000	**$887,000**

WATER & SEWER FUND - (61)

	Department	Requested	Approved
7100	**Water Treatment**		
	HVAC Unit	$30,000	**$30,000**
	#2 Pump	$20,000	**$20,000**
	Turbidity Meters	$22,000	**$22,000**
	Actuators	$55,000	**$55,000**
	Parking Lot Repair	$40,000	**$40,000**
7110	**Dist & Collection**		
	Indian Creek Gravity Line	$200,000	**$200,000**
	Jennings St. Sewer Line	$60,000	**$60,000**
	Hwy. 27 Liftstation Panel	$50,000	**$50,000**
	S. Cedar Sewer	$150,000	**$150,000**
	Manhole Rehab	$50,000	**$50,000**
7120	**Wastewater**		
	Digester #3 Piping	$75,000	**$75,000**
	SCADA Upgrades	$30,000	**$30,000**
	Mower	$30,000	**$30,000**
7130	**W & S Intangibles**	$0	**$0**
	Total Fund 61	$812,000	**$812,000**

ELECTRIC FUND - (63)			
	Department	**Requested**	**Approved**
7200	**Electric**		
	Substation	$150,000	**$150,000**
	Transformers	$150,000	**$150,000**
	Total Fund 63	$300,000	**$300,000**
	Total All Funds	$2,384,000	**$1,999,000**

Mr. Haynes offered to answer any questions regarding the proposed budget. He also took the opportunity to briefly speak to how Lincolnton compares to other cities and why the difference in the valuations is such a big factor when it comes to the tax rate.

City Manager's Update/Activity Report

City Manager Ritchie Haynes reported on several upcoming dates and events in the City. He reported that the Lincolnton Wine and Brew Fest was cancelled and rescheduled for September 14, 2024. He reminded members of Second Saturday shop local and the first day of the Lincoln social district on May 11th. As a side note, Mr. Haynes informed that the city was awarded an Economic Development Growth grant for $10,000.00 through Electicities, which will be used to pay for items needed for the Social District.

Continuing, Mr. Haynes welcomed everyone to attend the Employee appreciation luncheon scheduled for May 16th from 11:30 a.m. to 1:30 p.m. at Betty Ross Park in the Lentz Center. He mentioned Alive After Five on May 23rd and that on May 27th city offices will be closed for Memorial Day. A 12:00 p.m. Memorial Day veteran ceremony will be held that day as well. He directed Councils attention to the City Page, a newsletter distributed to all city employees on a monthly bases. Mr. Haynes described this newsletter as being a wonderful tool currently being used to recognize and highlight city employees. He provided a copy of the homelessness report, mentioned that interviews for the Construction Manager at risk for the Public Service Center project taking place soon, and updated members on site visits regarding the Street Scape Project. Lastly, he informed council on plans to submit an application for a grant for $50,000.00 from T-Mobile to be used for the playground equipment at Betty Ross Park and expressed hope that the City Park project will be sent

out for bids sometime this summer. In response to a question from Councilmember Poinsette, Mr. Haynes gave a little more details on the social district and what will take place to get ready for the start date.

Executive Summary

The following Executive Summary and Overtime Report was provided for review. No action was taken

Executive Summary
March 2024 Year-to-Date (Unaudited)

Department	2023-2024 Budget	2023-2024 YTD Activity	Budget Remaining	Variance %	2022-2023 Budget	2022-2023 YTD Activity	Variance Favorable / (Unfavorable)
Fund: 10 - General Fund							
Revenue	$15,400,347.16	$13,382,457.85	$2,017,889.31	87%	$16,109,058.62	$11,313,781.22	$2,068,676.63
Total Revenue:	$15,400,347.16	$13,382,457.85	$2,017,889.31	87%	$16,109,058.62	$11,313,781.22	$2,068,676.63
Expense							
4110-City Manager/Clerk	$244,176.59	$138,377.05	$105,799.54		$172,430.00	$85,362.19	($53,014.86)
4120-Human Resources	$324,671.41	$200,441.04	$124,230.37		$322,000.00	$203,403.61	$2,962.57
4130-Finance	$122,555.98	($136,184.98)	$258,740.96		$28,430.00	($132,255.71)	$3,929.27
4280-General Expense	$2,391,601.86	$1,795,204.29	$596,397.57		$4,064,934.40	$1,503,238.53	($291,965.76)
4285-General Debt Service	$202,950.00	$96,893.41	$106,056.59		$212,065.50	$88,632.39	($8,261.02)
4310-Police	$4,675,932.91	$2,998,493.76	$1,677,439.15		$3,872,289.53	$1,714,318.90	($1,284,174.86)
4340-Fire	$2,701,748.65	$2,209,064.72	$492,683.93		$2,748,563.86	$1,091,090.17	($1,117,974.55)
4510-Public Works Administration	$35,155.02	($49,970.70)	$85,125.72		$44,590.00	($23,539.16)	$26,431.54
4520-Street and Maintenance	$1,328,021.00	$553,292.08	$774,728.92		$893,750.00	$256,077.57	($297,214.51)
4530-Equipment Services	$279,879.23	$270,133.57	$9,745.66		$284,039.38	$136,254.97	($133,878.60)
4710-Solid Waste	$646,828.20	$455,535.45	$191,292.75		$909,436.98	$587,387.59	$131,852.14
4740-IT Services	$212,755.00	$542,036.91	($329,281.91)		$890,869.86	$412,136.61	($129,900.30)
4910-Planning and Zoning	$466,057.75	$212,981.36	$253,076.39		$331,405.00	$158,358.80	($54,622.56)
4930-Business & Community Dev.	$222,180.73	$116,732.92	$105,447.81		$207,632.15	$116,548.33	($184.59)
6100-Recreation	$1,545,832.83	$970,013.66	$575,819.17		$1,126,621.96	$751,443.72	($218,569.94)
Total Expense:	$15,400,347.16	$10,373,044.54	$5,027,302.62	67%	$16,109,058.62	$6,948,458.51	($3,424,586.03)
Fund 10 Surplus (Deficit):		$3,009,413.31				$4,365,322.71	($1,355,909.40)
Fund: 20 - Boger City Fire District							
Revenue	$1,496,970.17	$991,538.82	$505,431.35	66%	$1,455,912.79	$701,585.05	$289,953.77
Total Revenue:	$1,496,970.17	$991,538.82	$505,431.35	66%	$1,455,912.79	$701,585.05	$289,953.77
Expense							
4340-Fire	$1,496,970.17	$943,432.95	$553,537.22		$1,455,912.79	$416,239.34	($527,193.61)
Total Expense:	$1,496,970.17	$943,432.95	$553,537.22	63%	$1,455,912.79	$416,239.34	($527,193.61)
Fund 20 Surplus (Deficit):		$48,105.87				$285,345.71	($237,239.84)

Lincolnton NC

Executive Summary

March 2024 Year-to-Date (Unaudited)

	2023-2024 Budget	2023-2024 YTD Activity	Budget Remaining	Variance %	2022-2023 Budget	2022-2023 YTD Activity	Variance Favorable / (Unfavorable)
Fund: 61 - Water and Sewer Fund							
Revenue	$9,076,996.22	$6,986,912.46	$2,090,083.76	77%	$9,797,384.96	$6,302,661.00	$684,251.46
Total Revenue:	$9,076,996.22	$6,986,912.46	$2,090,083.76	77%	$9,797,384.96	$6,302,661.00	$684,251.46
Expense							
7100-Water Treatment	$2,190,000.00	$1,332,941.58	$857,058.42		$2,124,669.18	$1,312,637.88	($20,303.70)
7110-Distribution & Collection	$2,868,639.57	$1,697,234.35	$1,171,405.22		$3,206,713.43	$2,341,783.96	$644,549.61
7120-Wastewater Treatment	$2,158,488.60	$1,313,767.29	$844,721.31		$1,946,921.20	$1,253,968.13	($59,799.16)
7130-Water/Sewer Intangibles	$1,859,868.05	$2,757,446.52	($897,578.47)		$2,519,081.15	$2,661,966.36	($95,480.16)
Total Expense:	$9,076,996.22	$7,101,389.74	$1,975,606.48	78%	$9,797,384.96	$7,570,356.33	$468,966.59
Fund 61 Surplus (Deficit):		($114,477.28)				($1,267,695.33)	$1,153,218.05
Fund: 63 - Electric Fund							
Revenue	$8,071,963.09	$6,518,228.56	$1,553,734.53	81%	$8,444,139.19	$6,238,332.55	$279,896.01
Total Revenue:	$8,071,963.09	$6,518,228.56	$1,553,734.53	81%	$8,444,139.19	$6,238,332.55	$279,896.01
Expense							
7200-Electric	$8,071,963.09	$5,200,208.06	$2,871,755.03		$8,444,139.19	$5,799,937.80	$599,729.74
Total Expense:	$8,071,963.09	$5,200,208.06	$2,871,755.03	64%	$8,444,139.19	$5,799,937.80	$599,729.74
Fund 63 Surplus (Deficit):		$1,318,020.50				$438,394.75	$879,625.75
Total Surplus (Deficit):		$4,261,062.40				$3,821,367.84	$439,694.56

Lincolnton NC

Overtime Report

March 2024 compared to March 2023 Year-to Date

Fund:	Description:	FY2324 OT Hours:	FY2324 Pay Amount:	FY2223 OT Hours:	FY2223 Pay Amount:	Variance Favorable / (Unfavorable) OT Hours:	Variance Favorable / (Unfavorable) Pay Amount:
Fund 10 - General	4110-City Manager/Clerk	60.82	$3,341.91	38.46	$1,740.18	(22.36)	($1,601.73)
	4120-Human Resources	16.84	$617.56	0.00	$0.00	(16.84)	($617.56)
	4130-Finance	9.90	$307.59	7.11	$210.91	(2.79)	($96.68)
	4310-Police	3,013.57	$104,735.42	2,485.25	$82,379.36	(528.32)	($22,356.06)
	4340-Fire	9,372.75	$226,736.27	8,783.50	$197,028.28	(589.25)	($29,707.99)
	4510-Public Works Administration	0.41	$11.26	9.35	$283.73	8.94	$272.47
	4520-Street and Maintenance	682.77	$19,552.53	462.56	$11,768.14	(220.21)	($7,784.39)
	4530-Equipment Services	23.03	$755.84	45.27	$1,639.88	22.24	$884.04
	4710-Solid Waste	211.70	$5,901.56	375.79	$9,762.77	164.09	$3,861.21
	4910-Planning and Zoning	6.30	$217.48	1.65	$50.62	(4.65)	($166.86)
	4930-Business & Community Dev.	0.00	$0.00	0.00	$0.00	0.00	$0.00
	6100-Recreation	459.75	$15,230.01	504.56	$15,112.01	44.81	($118.00)
	10 - General Fund Total:	13,857.84	$377,407.43	12,713.50	$319,975.88	(1,144.34)	($57,431.55)
Fund 20 - Boger City Fire District							
	4340-Fire	4,489.25	$109,054.09	4,201.61	$89,439.11	(287.64)	($19,614.98)
	20 - Boger City Fire District Total:	4,489.25	$109,054.09	4,201.61	$89,439.11	(287.64)	($19,614.98)
Fund 61 - Water and Sewer							
	7100-Water Treatment	1,605.54	$45,135.06	1,427.26	$37,798.69	(178.28)	($7,336.37)
	7110-Distribution & Collection	1,325.87	$47,640.53	1,456.45	$46,370.81	130.58	($1,269.72)
	7120-Wastewater Treatment	2,065.18	$66,184.66	1,655.69	$48,110.51	(409.49)	($18,074.15)
	61 - Water and Sewer Fund Total:	4,996.59	$158,960.25	4,539.40	$132,280.01	(457.19)	($26,680.24)
Fund 63 - Electric							
	7200-Electric	747.04	$29,653.80	620.41	$22,150.85	(126.63)	($7,502.95)
	63 - Electric Fund Total:	747.04	$29,653.80	620.41	$22,150.85	(126.63)	($7,502.95)
	Total Overtime:	24,090.72	675,075.57	22,074.92	563,845.85	(2,015.80)	(111,229.72)

	FY2324		FY2223			
Special Events Hours and Costs:						
4310-Police	513.26	$13,231.40	512.60	$12,661.02	(0.66)	($570.38)
4520-Street and Maintenance	45.48	$956.10	38.55	$617.54	(6.93)	($338.56)
4710-Solid Waste	7.03	$100.15	33.20	$578.30	26.17	$478.15
Total Event:	565.77	14,287.65	584.35	13,856.86	18.58	(430.79)

*** Special Event hours are not included in OT hours reported above.

NEWS MEDIA:

Mayor Hatley opened the floor for questions from the new media. Mr. Mike Powell with Lincoln Times news had a question about the cost of the fire truck that will be ordered and the $65,000.00 savings that will be recognized by purchasing now, clarification on the status of the City Park project and the potential dates for the First Federal Park grand opening.

ADJOURNMENT:

With no further business, Councilmember Jetton made a motion to adjourn the meeting. Members voted 4-0 in favor of the motion.

_____	**_____**
DAPHNE INGRAM, CMC	**ED HATLEY**
CITY CLERK	**MAYOR**

CONTRACT

STATE OF NORTH CAROLINA
COUNTY OF LINCOLN

THIS CONTRACT AND AGREEMENT made and entered into on this the 2nd day of May, 2024, by and between **THE DOWNTOWN DEVELOPMENT ASSOCIATION OF LINCOLNTON, INC.**, a corporation existing and doing business under the laws of the State of North Carolina, party of the first part, (hereinafter referred to as DDA), and the **CITY OF LINCOLNTON**, a municipal corporation created and existing under the laws of the State of North Carolina, party of the second part, (hereinafter referred to as CITY);

W I T N E S S E T H:

The parties to this Contract hereby recite and declare that:

a. Section 131.01 of the Code of Ordinances of the City of Lincolnton was so amended by the Lincolnton City Council at its regular meeting on April 4th, 2002 to allow the City to authorize and regulate the possession and consumption of malt beverages and unfortified wine on the public streets, alleys, and parking lots which have been temporarily closed to regular traffic for special events.

b. The DDA is the sponsor, promoter, and operator of the event known as the "Lincolnton Food, Wine & Brew Fest" event, which will be staged in downtown Lincolnton on Saturday, September 14, 2024.

c. At the request of the DDA, the City Council agreed, subject to the provisions and conditions hereinafter set forth, to allow the DDA to administer the sale and sampling of malt beverages, unfortified wine and distilled spirits to the public within the designated event area between Court Square and Laurel Street at designated location(s) and to supervise and monitor the consumption of said alcoholic beverages at and during the "Lincolnton Food, Wine & Brew Fest" event in downtown Lincolnton.

NOW, THEREFORE, in consideration of the reasons and facts recited above, the mutual promises and covenants of the parties as herein set out and for other good and valuable consideration, the receipt of which is hereby respectively acknowledged by the parties, the parties agree as follows:

I.

That in accordance with and subject to the terms and conditions herein set forth, the DDA is authorized to administer the sale and sampling of malt beverages, unfortified wine and distilled spirits to the public at its "Lincolnton Food, Wine & Brew Fest" event in 2024, which is scheduled to be held on Saturday, September 14, 2024.

II.

That all alcoholic beverages sold and served at the event will be sold and consumed within the confines of the designated event area, the location of which must be approved by the City. The DDA agrees to obtain, pay for, and comply with all governmental permits and licenses necessary for the sale and consumption of the alcoholic beverages.

That DDA agrees to provide at its expense capable and competent personnel to administer and monitor the sale, sampling and consumption of alcoholic beverages for the duration of the event. The DDA agrees that its personnel will exercise all due care and circumspection to refuse service or sale of alcoholic beverages to any minor or to any person who may appear to be under the influence of alcohol or any controlled substance.

That DDA will not sell or allow the consumption of any alcoholic beverage before 11:00 a.m. or after 4:00 p.m. on the day of the event.

III.

That DDA hereby agrees to indemnify and hold the City and its employees harmless from any claims, causes of action, loss or injury resulting from the sale and sampling of alcoholic beverages and subsequent consumption thereof by the public at the "Lincolnton Food, Wine & Brew Fest" event. That DDA agrees to defend the City against any such claims of loss or injury filed against the City.

IV.

That DDA will obtain and pay for liability insurance coverage (in an amount satisfactory to the City) for itself and the City as a result of the sale of alcoholic beverages on the streets of the City during the "Lincolnton Food, Wine & Brew Fest" event. That DDA will promptly provide a copy of said insurance policy (ies) to the City. All policies will designate the City as a named insured.

V.

That the City reserves the exclusive right to modify, cancel, and rescind this Contract at any time hereafter if, in its sole discretion, the sale and consumption of alcoholic beverages at any "Lincolnton Food, Wine & Brew Fest" event has resulted in problems that are detrimental to the health, welfare, or well-being of the City or its citizens.

VI.

That it is further understood and agreed by both parties that no promises or agreements not herein expressed have been made to or by either party hereto, and that this Contract contains the entire agreement between the parties hereto, and that the terms and conditions of the Contract are contractual and not a mere recital.

VII.

That this Contract may be amended only by written instrument signed and executed by the parties hereto.

IN WITNESS WHEREOF, the party of the first part has caused this instrument to be signed in its corporate name by its duly-authorized officers and its seal to be hereunto affixed by authority of its Board of Directors, and the party of the second part has caused this instrument to be signed by its Mayor and attested by its Clerk, the day and year first above written.

DOWNTOWN DEVELOPMENT ASSOCIATION OF LINCOLNTON, INC.

By: _____
Carla Ballard, Chair

Attest:

_____
Betty Flohr, Executive Director

CITY OF LINCOLNTON

By: _____
Ed Hatley, Mayor

Attest:

_____
Daphne Ingram, City Clerk **(Municipal Seal)**

CONTRACT FOR PROVISION OF SERVICES
BY THE
CITY OF LINCOLNTON POLICE DEPARTMENT

This contract for the provision of services is entered into by and between the City of Lincolnton Police Department (hereinafter referred to as LPD) and the Lincolnton Housing Authority (hereinafter referred to as LHA); and in consideration for their mutual agreements contained herein, the parties agree as follow:

1. **LPD shall furnish police officers, vehicles, and related equipment and supplies to patrol the property of the LHA and surrounding neighborhoods, on a schedule to be developed by the Chief of Police in agreement with the Executive Director of the LHA. This patrol will be in addition to, and supplement of, regular duty patrol and service provided by the LPD as outlined in the Cooperative Agreement between the Lincolnton Housing Authority and the City of Lincolnton. Written records, time sheets, and other documentation will be available to the Housing Authority to verify expenditures. The patrol will be in the form of the officers providing traditional Community Policing by foot patrols, resident meetings, traffic checks, bicycle patrols that goes beyond mere patrol car ride through.**

2. **The term of this contract will be for 6-14-24 through 6-15-25 or until total expenditure in the amount of $8,000.00 has exhausted, whichever comes first.**

3. **The contract is in the amount of $8,000.00, to be expended at the discretion of the Chief of Police based on the assigned officer's individual rate at time and one-half pay scale with a maximum limit for this special assignment duty. The maximum earnings shall be $40.00 per hour for any officer (this does not include benefits as discussed hereinbelow).**

4. **The LHA agrees to reimburse the City of Lincolnton actual cost of wages at the time and one-half pay rate applicable to the individual officer assigned, incurred in the provision of these services. This shall include wage related costs of employer retirement and social security contributions.**

5. **It is understood that, from time to time, the Chief of Police may assign Auxiliary Police Officers to this duty. These officers will be paid by the City at a rate reasonable and customary to be determined by the Chief of Police. The City shall be reimbursed for this cost by the LHA.**

6. **LHA agrees to and understands that there are relevant federal and state laws, regulations, and policies of LPD, which apply to the work to be performed under this contract; LHA agrees to abide by all of the said laws, regulations and policies as applicable.**

7. **Each party agrees to indemnify the other and to hold the other party harmless from all liability (including liability for reasonable attorney's fees and other costs of defense of any action or claim) for any claim, suit or demand, which may arise from its own negligence and/or intentional wrongful acts and/or omissions. In addition, each party agrees to maintain liability insurance to provide coverage against such liability.**

8. **Termination:**
    A. **This contract may be terminated in whole or part:**

        1. **Upon mutual consent of either party or 30 days after one of the contracting parties gives notice of termination; or**

        2. **Upon expiration of funds to provide for said services on the part of LHA and/or lack of funding to provide the infrastructure to support the services on the part of LPD.**

9. **This contract contains the entire agreement of the parties.**

In witness whereof, the parties have caused this contract to be signed by their respective authorized officials (s) on the date set forth below.

_____ _____

Ritchie Haynes
City Manager
City of Lincolnton

Barbara Bynum
Executive Director
LHA

_____

Brian Greene
Interim Chief of Police

Date_____

ORDER OF COLLECTION

State of North Carolina

City of Lincolnton

TO: The Tax Administrator of Lincoln County

Pursuant to North Carolina General Statute #105-321(b), you are here by authorized, empowered and commanded to collect the taxes set forth in the tax records filed in the Office of the Tax Administrator and in the tax receipts herewith delivered to you, in the amounts and from the taxpayers likewise therein set forth. Such taxes are hereby declared to be a first lien upon all real property of the respective taxpayers in the City of Lincolnton, and this order shall be a full and sufficient authority to direct, require, and enable you to levy on and sell any real or personal property of such taxpayer, for and on account thereof, in accordance with law.

Witness my hand and official seal, this _____day of _____, 2024

_____

Ed Hatley, Mayor
City of Lincolnton

ATTEST:

_____

Daphne Ingram, City Clerk
City of Lincolnton

CITY OVER $100

PERIOD COVERED
April 16, 2024 through May 15, 2024

NAME	YEAR	DISTRICT	A/C NUMBER	AMOUNT	REASON
A+ Truck&Trailer Wash LLC	2022-2023	22	0285528	$306.19	Business never started
Stamey, Mark & Kimberly	2024	22	0302765	$116.24	No GAP per NCDOR
Zeamer, Roger	2024	22	0303456	$374.03	Registered in Wisconsin
			Total	$796.46	

SUBMITTED BY:

_____ DATE: 5/21/24
SUSAN SAIN TAX ADMINISTRATOR

APPROVED BY:

_____ DATE: _____
RICHARD HAYNES CITY MANAGER

Lincoln County Tax Department
100 East Main St
Lincolnton NC 28092

REQUEST FOR RELEASES

PERIOD COVERED
April 16, 2024 through May 15, 2024

City Releases under $100.00

NAME	YEAR	DISTRICT	A/C NUMB	AMOUNT	REASON
DeSantis, Brittany	2024	22	0303542	$12.78	no gap in registration
Harrien, Lisa	2024	22	0303535	$11.51	no gap in registration
Houck, David	2024	22	0303465	$6.11	no gap in registration
Ingle, Jason	2024	22	0141912	$1.25	no gap in registration
Land, Billy	2024	22	0132333	$1.14	no gap in registration
Leiva, Mariana	2024	22	0303577	$6.75	no gap in registration
Ottinger, Michael	2024	22	0139331	$12.11	no gap in registration
Rodriguez, Jose	2024	22	0145947	$4.43	no gap in registration
Russell, David	2024	22	0303536	$14.05	no gap in registration
Stroud, Timothy	2024	22	0136209	$8.07	no gap in registration
The Carolina Lawn Co	2024	22	0303495	$91.73	taxed in wrong fire district
Wallace, Phillip	2024	22	0236979	$1.62	no gap in registration

Total $171.55

SUBMITTED BY:

Susan Sain DATE: 5/21/24

SUSAN SAIN TAX ADMINISTRATOR

APPROVED BY:

_____ DATE: _____

RICHARD HAYNES CITY MANAGER

MEMO TO: Mayor and City Council

FROM: Planning Staff

SUBJECT: ZTA-4-2024 - Zoning Text Amendments to Chapter 153 Unified Development Ordinance

DATE: June 6, 2024

Background

Sometimes, minor errors occur in the text or circumstances change, which require amendments to the Unified Development Ordinance (UDO). To improve the enforceability and effectiveness of the UDO, it is necessary to modify, update, or add certain sections of the ordinance. The proposed changes are identified with yellow highlight, and the language intended to be removed is marked with a strikethrough. Below are the sections that require modification.

Proposed Amendment Sections: (see attached redlined/highlighted sheet for all changes)

§ 153.315 AMENDMENTS TO TEXT AND MAP and § 153.316 ADDITIONAL PROVISIONS PERTAINING TO CONDITIONAL ZONING AMENDMENTS.

Staff Comment: Both of these sections state that the application can be submitted 15 days prior to the Planning Board meeting. However, we have an application deadline and schedule that we follow, and 15 days is not enough time for review. We corrected the wording in the ordinance to match our process. Additionally, in Section 153.316, we changed the number of copies needed and added a requirement for a digital version.

Proposed Amendment Section:

§ 153.053 TEMPORARY STRUCTURES AND USES.

Staff Comment: The wording "special use" has been removed because we no longer allow special use permits.

Proposed Amendment Sections:

§ 153.105 R-25 RURAL RESIDENTIAL DISTRICT.
§ 153.106 R-15 SINGLE-FAMILY LOW-DENSITY RESIDENTIAL DISTRICT.
§ 153.107 R-10 SINGLE-FAMILY MEDIUM DENSITY RESIDENTIAL DISTRICT.
§ 153.108 R-8 SINGLE AND TWO-FAMILY MEDIUM-DENSITY RESIDENTIAL DISTRICT.
§ 153.109 RMF RESIDENTIAL MULTI-FAMILY DISTRICT.
§ 153.110 R-O RESIDENTIAL OFFICE DISTRICT
§ 153.111 O-I OFFICE INSTITUTIONAL DISTRICT

Staff Comment: We have removed references to other ordinance sections and added the necessary information to simplify each section. Additionally, we have corrected errors from when Conditional Use Permits were removed from the ordinance, and we have removed repetitive language.

Zoning Amendment
Staff's Proposed Statement of Consistency and Reasonableness
for APPROVAL of Application

Case No. ZTA-4-2024

Applicant: City of Lincolnton Planning Department

Request: ZTA-4-2024 - Zoning Text Amendments to Chapter 153 Unified Development Ordinance

Proposed Consistency and Reasonableness Statement:

> The proposed amendment is **consistent** with the adopted Lincolnton Land Use Plan in that it is not contrary to the goals and objectives outlined by the Plan and **approval of the amendment is reasonable and in the public interest**.

CONSISTENT: Because it updates text language to match current procedures and best practices and it provides additional direction to assist citizens in understanding the regulations.

REASONABLE: The text amendment is reasonable because it makes the ordinance clearer and more easily understood.

§ 153.315 AMENDMENTS TO TEXT AND MAP

(D) (1) ~~No application shall be considered by the Planning Board unless it has been properly completed and submitted to the Administrator or his or her designee at least 15 days prior to the meeting at which it is to be reviewed. This requirement may be waived by a unanimous vote of the Planning Board membership present at a meeting of the Planning Board occurring less than 15 days prior to the date of submission.~~

The Planning Board shall consider no application unless it has been properly completed and submitted to the Administrator, or his or her designee, by the application deadline on the City's website, to be reviewed at the meetings corresponding to the schedule.

§ 153.316 ADDITIONAL PROVISIONS PERTAINING TO CONDITIONAL ZONING AMENDMENTS.

(E) Procedures. The procedures for requesting rezoning to a conditional district shall be as follows:

(1) ~~Ten~~ Three copies and a digital version of a completed written application for a conditional district shall be filed with the Administrator. The application shall be submitted on official forms provided by the Administrator and shall be accompanied by the following items:

(3) ~~All completed applications shall be submitted to the Administrator at least 15 days prior to the Planning Board public hearing at which it is to be reviewed This requirement may be waived by a unanimous vote of the Planning Board membership present at a meeting of the Planning Board occurring less than 15 days prior to the date of submission .~~ The Planning Board shall consider no application unless it has been properly completed and submitted to the Administrator, or his or her designee, by the application deadline on the City's website, to be reviewed at the meetings corresponding to the schedule. In no case shall the meeting at which the Planning Board initially reviews the application occur greater than 60 days after the required number of copies of the completed application have been submitted by the applicant to the Administrator.

§ 153.053 TEMPORARY STRUCTURES AND USES.

Temporary structures and uses, when in compliance with all applicable provisions of this chapter and all other ordinances of the city shall be allowed. The following temporary structures and uses shall be permitted.

(A) Construction trailers used in connection with construction projects shall not require ~~special use or~~ temporary use permits provided that the following conditions are met:

(1) The construction trailers shall be located on a building site only upon receipt of a valid building permit for the construction project;

(2) The construction trailers may remain on a construction site as long as there is a valid building permit for the construction project; and

(3) All construction trailers shall be located off all street rights-of-way.

§ 153.105 R-25 RURAL RESIDENTIAL DISTRICT.

(A) Permitted uses. The following uses are permitted by right. The following uses are allowed upon the issuance of a zoning permit by the Zoning Administrator in accordance with § 153.255 through 153.256.

(B) Uses subject to prescribed standards. ~~The following uses are allowed upon the issuance of a zoning permit by the Zoning Administrator in accordance with § 153.255 through 153.259 of this chapter and subject to the associated below prescribed standards.~~

(C) *Yard regulations.*

(1) *Minimum lot size.*

(a) Single-family dwellings and Class A manufactured homes:

1. ~~Twenty-five thousand~~ 25,000 square feet where no public water or public sewer is provided at the lot;
2. ~~Twenty-two thousand five hundred~~ 22,500 square feet where either one of public water or public sewer are provided at the lot; or
3. ~~Twenty thousand~~ 20,000 square feet where both public water and public sewer are provided at the lot.

(b) Two-family dwellings:

1. ~~Fifty thousand~~ 50,000 square feet where no public water or public sewer are provided at the lot;
2. ~~Thirty-five thousand~~ 35,000 square feet where either one of public water or public sewer are provided at the lot; or
3. ~~Twenty thousand~~ 20,000 square feet where both public water and public sewer is provided at the lot.

(c) Churches: ~~two~~ 2 acres.
(d) Schools: ~~five~~ 5 acres.
(e) Bed and breakfast inn: ~~one~~ 1 acre.
(f) Essential services: none.
(g) Cemeteries as a principal use: ~~three~~ 3 acres.
(h) Rest homes: ~~one~~ 1 acre.
(i) Nursing care facilities: 60,000 square feet.
(j) Continuing care communities: ~~five~~ 5 acres.
(k) Country clubs: ~~five~~ 5 acres.
~~(l) Family care home: same as single-family dwelling.~~
(~~m~~l) All other principal uses: ~~25,000 square feet~~. 1 acre

(3) *Minimum side yard setback (an additional ~~ten~~ 10 feet shall be provided on all side yards which abut a public street).*

(a) Single-family and two-family dwellings and manufactured homes, Class A: ~~ten~~ 10 feet.

(4) *Minimum rear yard setback.* ~~Forty~~ 40 feet.

§ 153.106 R-15 SINGLE-FAMILY LOW DENSITY RESIDENTIAL DISTRICT.

(A) *Permitted uses.* The following uses are permitted by right. The following uses are allowed upon the issuance of a zoning permit by the Zoning Administrator in accordance with § 153.255 through 153.256.

(1) Single-family dwellings;
(2) Day care centers, small group;
(3) Customary home occupations in accordance with § 153.045 of this chapter;
(4) Family care homes;
(5) Essential services, Class I and II;
(6) Accessory structures in accordance with § 153.057 of this chapter;

(7) Signs in accordance with §§ 153.160 through 153.172 of this chapter;

(8) Off-street parking in accordance with §§ 153.185 through 153.188 of this chapter; and

(9) Publicly owned and operated outdoor recreation facility one acre or less in size and not containing a swimming pool.

~~(B) Uses subject to prescribed standards. The following uses are allowed upon the issuance of a zoning permit by the Zoning Administrator in accordance with §§ 153.255 through 153.259 of this chapter and subject to the associated below prescribed standards.~~
~~(1) Country clubs and privately owned outdoor recreation facilities planned and constructed as part of a planned subdivision or development and located on the interior of the planned development provided that go-cart tracks and other outdoor vehicular racing facilities shall not be permitted.~~

(B ~~C~~) *Yard regulations.*
(1) *Minimum lot size.*
(a) Single-family dwellings: 15,000 square feet.
(b) Essential services: none.
~~(c) All other principal uses: 15,000 square feet.~~

(2) *Minimum front yard setback (as measured from the edge of the street right-of-way line).*
(a) All residential uses in division (A) above: 35 feet.
~~(b) Essential services, Class II: 35 feet.~~
(c) All other uses: 50 feet.

(3) Minimum side yard setback*(an additional ~~ten~~ 10 feet shall be provided on all side yards which abut a public street).*
(a) Single-family detached dwellings: ~~ten~~ 10 feet.

~~(b) Swimming pools located in a public or private maintained recreation facility: 40 feet.~~

~~(c) Country clubs, but not including golf courses: 40 feet.~~

(~~d~~ b) All other uses: 15 feet.

(4) *Minimum rear yard setbacks.* All uses: 25 feet ~~or same as minimum side yard setback, whichever is greater.~~

(6) *Minimum lot width (as measured at the required front yard setback).*

~~(a) Country clubs: 120 feet except that in no instance shall the lot width measured at the street right-of-way be less than 50 feet.~~

(~~b~~a) All ~~other~~ uses: 90 feet except that in no instance shall the lot width measured at the street right-of-way be less than 35 feet.

(C ~~D~~) *Screening and landscaping.*

(1) Screening, as provided in § 153.046 of this chapter, shall be required for the following uses and for any other circumstances as required by § 153.046(A) of this chapter.

(a) Essential services, Classes I and II;

~~(b) Country clubs, but screening is not required for golf course playing areas;~~

~~(c) Outdoor swimming pools located in a public or privately maintained recreation facility;~~

~~(d) Essential services, Class II; and~~

(~~e~~ b) Public outdoor recreation facilities not constructed pursuant to a permit authorizing the construction of some residential development.

§ 153.107 R-10 SINGLE-FAMILY MEDIUM DENSITY RESIDENTIAL DISTRICT.

(A) Permitted uses. The following uses are permitted by right. The following uses are allowed upon the issuance of a zoning permit by the Zoning Administrator in accordance with § 153.255 through 153.256. ~~all permitted uses allowed in the R-15 Single-Family District.~~

(1) Single-family dwellings;
(2) Day care centers, small group;
(3) Customary home occupations in accordance with § 153.045 of this chapter;
(4) Family care homes;
(5) Essential services, Class I and II;
(6) Accessory structures in accordance with § 153.057 of this chapter;
(7) Signs in accordance with §§ 153.160 through 153.172 of this chapter;
(8) Off-street parking in accordance with §§ 153.185 through 153.188 of this chapter;
(9) Publicly owned and operated outdoor recreation facility 1 acre or less in size and not containing a swimming pool.

~~(B) Uses subject to prescribed standards. The following uses are allowed upon the issuance of a zoning permit by the Zoning Administrator in accordance with §§ 153.255 through 153.259 of this chapter and subject to the associated below prescribed standards.~~
~~(1) All uses subject to prescribed standards listed in § 153.106(B) of this chapter.~~

(C) Yard regulations.
(1) Minimum lot size.
(a) Single-family dwellings: 10,000 square feet. ~~, except as provided in § 153.123 of this chapter.~~
(b) Essential services: none.
~~(c) Family care homes: 10,000 square feet.~~
~~(d) All other principal uses: one acre.~~

(2) Minimum front yard setback (as measured from the edge of the street right-of-way line).~~All uses: same as R-15~~
(a) All principal uses listed as permitted uses in division (A) above: 35 feet.

(3) *Minimum side yards setback (an additional ~~ten~~ 10 feet shall be provided on all side yards which abut a public street).*
(a) Single-family dwellings ~~and family care homes~~: ~~ten~~ 10 feet.
~~(b) Family care homes: ten feet.~~
(~~c~~b) All other uses: ~~same as R-15.~~ 15 feet

(4) *Minimum rear yard setbacks.* All uses: 25 feet ~~or same as minimum side yard setback, whichever is greater.~~

(6) *Minimum lot width. (as measured at the required front yard setback).*

(a) Single-family dwellings ~~and family care homes~~: 80 feet at front yard setback; 30 feet at street right-of-way.

(b) All other uses: ~~same as R-15.~~ 90 feet at front yard setback, except that in no instance shall the lot width measured at the street right-of-way be less than 35 feet.

(D) Screening and landscaping.

(1) Screening, as provided in § 153.046 of this chapter, shall be required for the following uses and all other circumstances as required by § 153.046(A) of this chapter:

~~(a) All other uses listed in § 153.106(D) of this chapter.~~

(a) Essential services, Classes I and II;

(b) Publicly owned and operated outdoor recreation facility 1 acre or less in size and not containing a swimming pool.

§ 153.108 R-8 SINGLE AND TWO-FAMILY MEDIUM-DENSITY RESIDENTIAL DISTRICT.

(A) Permitted uses. The following uses are permitted by right. The following uses are allowed upon the issuance of a zoning permit by the Zoning Administrator in accordance with §§ 153.255 through 153.256.

~~(1) All permitted uses allowed in the R-15 District; and~~

(1) Single-family dwellings;
(2) Two-family dwellings
(3) Day care centers, small group;
(4) Customary home occupations in accordance with § 153.045 of this chapter;
(5) Family care homes;
(6) Essential services, Class I and II;
(7) Accessory structures in accordance with § 153.057 of this chapter;
(8) Signs in accordance with §§ 153.160 through 153.172 of this chapter;
(9) Off-street parking in accordance with §§ 153.185 through 153.188 of this chapter;
(10) Publicly owned and operated outdoor recreation facility 1 acre or less in size and not containing a swimming pool;

~~(B) Uses subject to prescribed standards. The following uses are allowed upon the issuance of a zoning permit by the Zoning Administrator in accordance with §§ 153.255 through 153.259 153.256 of this chapter and subject to the associated below prescribed standards.~~

~~(1) All uses subject to prescribed standards listed in § 153.106(B) of this chapter.~~

(C) *Yard regulations.*

(1) *Minimum lot size.*

(a) Single-family dwelling: 6,000 square feet. ~~, except as provided in § 153.123 of this chapter.~~

(b) Two-family dwellings: 12,000 square feet. ~~, except as provided in § 153.123 of this chapter.~~

~~(c) Family care home: 8,000 square feet.~~

~~(d) All other uses: same as R-10~~.

(2) *Minimum front yard setback (as measured from the edge of the street right-of-way line).*

(a) ~~Single and two family dwellings bed and breakfast inn and family care home~~ All residential uses: 30 feet.

(b) All other uses: 40 feet.

(3) *Minimum side yards setback (an additional ~~ten~~ 10 feet shall be provided on all side yards which abut a public street).*

(a) ~~Single-family and two-family dwellings: ten~~ All residential uses: 10 feet.

~~(b) Family care homes: eigh feet.~~

(c) All other uses: ~~same as R-15.~~ 15 feet

(4) *Minimum rear yard setback.* All uses: 25 feet ~~or same as minimum side yard setback, whichever is greater.~~

(6) *Minimum lot width. (as measured at the required front yard setback).*

(a) Single-family dwelling ~~and family care home~~: 70 feet at front yard setback; 35 feet at street right-of-way.

(b) Two-family dwelling: 80 feet at front yard setback; 35 feet at street right-of-way.

(c) All other uses: ~~same as R-15.~~ 90 feet at front yard setback except that in no instance shall the lot width measured at the street right-of-way be less than 35 feet.

(D) *Screening and landscaping.*

(1) Screening, as provided in § 153.046 of this chapter shall be required for the following uses and for any other circumstances as required by § 153.046(A) of this chapter:

~~(a) All other uses listed in § 153.106(D) of this chapter.~~

(a) Essential services, Classes I and II;

(b) Publicly owned and operated outdoor recreation facility 1 acre or less in size and not containing a swimming pool;

§ 153.109 RMF RESIDENTIAL MULTI-FAMILY DISTRICT.

(A) Permitted uses. The following uses are permitted by right. The following uses are allowed upon the issuance of a zoning permit by the Zoning Administrator in accordance with §§ 153.255 through 153.256.

(1) ~~All permitted uses allowed in the R-15 District;~~ Single-family dwellings;
(2) Two-family dwellings;
(3) Multi-family dwellings with a gross density of up to six units per acre;
(4) Churches with a maximum sanctuary seating capacity of not greater than 500 seats. Customary accessory uses shall also be permitted. Church-owned and maintained cemeteries as an accessory use are permitted;
(5) Private recreation facilities constructed pursuant to a permit authorizing the construction of some residential development and intended primarily for the use and enjoyment of the residents thereof;
(6) Private residential quarters provided there is sufficient off-street parking to accommodate the private residential quarters in addition to the two off-street spaces required for the principal dwelling; and
(7) Public and private elementary and secondary schools.
(8) Day care centers, small group;
(9) Customary home occupations in accordance with §153.045 of this chapter;
(10) Family care homes;
(11) Essential services, Class I and II;
(12) Accessory structures in accordance with §153.057 of this chapter;
(13) Signs in accordance with §§153.160 through 153.172 of this chapter;
(14) Off-street parking in accordance with §§153.185 through 153.188 of this chapter; and
(15) Publicly owned and operated outdoor recreation facility 1 acre or less in size and not containing a swimming pool.

~~(B) Uses subject to prescribed standards. The following uses are allowed upon the issuance of a zoning permit by the Zoning Administrator in accordance with §§ 153.255 through 153.259 of this chapter and subject to the associated below prescribed standards.~~

~~(1) Country clubs and privately-owned outdoor recreation facilities planned and constructed as part of a planned subdivision or development and located on the interior of the planned development provided that go-cart tracks, other outdoor vehicular racing facilities, water slides, outdoor facilities open after 10:00 p.m., and facilities using outdoor audio loudspeaker systems shall not be permitted;~~
~~(2) All uses subject to prescribed standards listed in § 153.106(B) of this chapter.~~

(C) Yard regulations.
(1) Minimum lot size.
(a) Single-family dwelling: 8,000 square feet. ~~, except as provided in § 153.123 of this chapter.~~

(b) Two-family dwellings: 12,000 square feet. ~~, except as provided in § 153.123 of this chapter.~~

(c) Multi-family dwellings: minimum site size shall be 25,000 square feet but gross density shall not exceed six units per acre.

(d) Private recreation facilities constructed pursuant to a permit authorizing the construction of some residential development and intended primarily for the use and enjoyment of the residents thereof: none.

(e) Private residential quarters: no additional lot size beyond that required for the principal dwelling.

~~(f) All other uses: same as R-8.~~

(f) Essential services: none.

(2) *Minimum front yard setback (as measured from the edge of the street right-of-way line):*

(a) ~~Single- and two-family dwellings, multi-family dwellings, bed and breakfast inn and family care home:~~ All residential uses: 30 feet.

(b) Cemeteries and essential services, Class 1 and II: 20 feet.

(c) All other uses: 40 feet.

(3) *Minimum side yards setback (an additional ~~ten~~ 10 feet shall be provided on all side yards which abut a public street).*

(a) Single and two-family dwellings: ~~ten~~ 10 feet.

(b) Multi-family dwellings: 12 feet.

~~(c) Family care home: eight feet~~

(d) Public and private elementary and secondary schools: 20 feet.

(e) Church: 20 feet.

(f) All other uses: 15 feet.

(4) *Minimum rear yard setback.* All uses: 25 feet ~~or same as minimum side yard setback, whichever is greater.~~

(6) *Minimum lot width (as measured at the required front yard setback).*

(D) *Screening and landscaping.*

(1) Screening, as provided in § 153.046 of this chapter shall be required for the following uses and for any other circumstances required by § 153.046(A) of this chapter.

(a) Multi-family developments where abutting properties zoned or used for single- or two-family residential use.

~~(b) Country club, but screening is not required for golf course playing areas.~~

§ 153.110 R-O RESIDENTIAL OFFICE DISTRICT.

(A) *Permitted uses.* The following uses are permitted by right. The following uses are allowed upon the issuance of a zoning permit by the Zoning Administrator in accordance with §§ 153.255 through 153.256.

(1) ~~All permitted uses allowed in the R-15 District;~~ Single-family dwellings
(2) Two-family dwellings;
(3) Office buildings containing 5,000 square feet or less of gross floor area;
(4) Churches including customary accessory uses. Church owned and maintained cemeteries as an accessory use are permitted;
(5) Public and private elementary and secondary schools and/or schools district administrative offices;
(6) Family care homes;
(7) Customary home occupations in accordance with § 153.045 of this chapter;
(8) Day care center, small group;
(9) Private residential quarters, provided there is sufficient off-street parking to accommodate the private residential quarters in addition to the two off-street parking spaces required for the principal dwelling;
(11) Public safety stations;
(12) Barber shop/beauty shop; and
(13) Farmers market (small scale).
(14) Essential services, Class I and II;
(15) Accessory structures in accordance with §153.057 of this chapter;
(16) Signs in accordance with §§153.160 through 153.172 of this chapter;
(17) Off-street parking in accordance with §§153.185 through 153.188 of this chapter;
(18) Publicly owned and operated outdoor recreation facility 1 acre or less in size and not containing a swimming pool.

(B) *Yard regulations.*
(1) *Minimum lot size.*
~~(a) Churches: 20,000 square feet.~~
~~(b) Office buildings: 9,000 square feet.~~
~~(c) Other uses: same as in the RMF District.~~
(a) Single-family dwelling: 8,000 square feet.
(b) Two-family dwellings: 12,000 square feet.
(c) Private residential quarters: no additional lot size beyond that required for the principal dwelling.
(d) Essential services: none.
(e) All other principal uses: 1 acre
(f) Churches: 20,000 square feet
(g) Office buildings: 9,000 square feet.

(2) *Minimum front yard setback (as measured from the edge of the street right-of-way line):*

(a) All ~~other~~ uses: 30 feet.

(3) *Minimum side yard setback (an additional ~~ten~~ 10 feet shall be provided on all side yards which abut a public street).*

~~(a) Multi-family dwelling: 15 feet.~~

~~(b) Other uses: same as the RMF District.~~

(a) Single-and two-family dwellings: 10 feet.

(b) Public and private elementary and secondary schools: 20 feet

(c) Church: 20 feet.

(d) All other uses: 15 feet

§ 153.111 O-I OFFICE INSTITUTIONAL DISTRICT.

(A) *Permitted uses.* The following uses are permitted by right. The following uses are allowed upon the issuance of a zoning permit by the Zoning Administrator in accordance with §§ 153.255 through 153.256.

(1) ~~All uses as permitted in the R-O District but the 5,000 square foot limit for office buildings shall not apply;~~Single-family dwellings

(2) Two-family dwellings;

(3) Office buildings

(4) Public and private elementary and secondary schools and/or schools district administrative offices;

(5) Family care homes;

(6) Customary home occupations in accordance with § 153.045 of this chapter;

(7) Private residential quarters, provided there is sufficient off-street parking to accommodate the private residential quarters in addition to the two off-street parking spaces required for the principal dwelling;

(8) Public safety stations;

(9) Barber shop/beauty shop;

(10) Farmers market (small scale).

(11) Accessory structures in accordance with §153.057 of this chapter;

(12) Signs in accordance with §§153.160 through 153.172 of this chapter;

(13) Off-street parking in accordance with §§153.185 through 153.188 of this chapter;

(14) Publicly owned and operated outdoor recreation facility 1 acre or less in size and not containing a swimming pool.

(~~2~~15) Art and photography studios (excluding adult establishments);

(~~3~~16) Bed and breakfast inns;

(~~4~~17) Cemeteries as a principal use;

(~~5~~18) Churches;

(~~6~~19) Colleges and trade schools, except truck and heavy construction equipment operating schools;

(~~7~~20) Community centers;

(~~8~~21) Copy service;

(~~9~~22) Day care centers;

(~~10~~23) Essential services, Class 1 and II;

(~~11~~24) Florist;

(~~12~~25) Food catering service;

(~~13~~26) Funeral homes;

(~~14~~27) Gift shop having less than 2,500 square feet gross floor area;

(~~15~~28) Hospitals;

(~~16~~29) Laboratories;

(~~17~~30) Libraries;

(~~18~~31) Museums;

(~~19~~32) Optician;

(~~20~~33) Pharmacy (less than 3,000 square feet gross floor area);

(~~21~~34) Recreation facilities: country clubs, privately-owned outdoor recreation facilities and publicly owned outdoor recreation facilities greater than one acre ~~on the same basis as permitted in § 153.109(A) of this chapter~~;provided that go-cart tracks, other outdoor vehicular racing facilities, water slides, outdoor facilities open after 10:00 p.m., and facilities using outdoor audio loudspeaker systems shall not be permitted;

(35) Private recreation facilities constructed pursuant to a permit authorizing the construction of some residential development and intended primarily for the use and enjoyment of the residents thereof;

(~~22~~36) Rest homes, nursing care facilities and continuing care communities;

(~~23~~37) Health centers;

(~~24~~38) Hospitals including but not limited to university/teaching hospitals and physical rehabilitation hospitals;

(~~25~~39) Medical clinics; and

(~~26~~40) Personal health clinics.

(B) *Uses subject to prescribed standards*~~. The following uses are allowed upon the issuance of a zoning permit by the Zoning Administrator in accordance with §§ 153.255 through 153.259 of this chapter and subject to the associated below prescribed standards.~~

(1) Financial institutions provided that primary vehicular access is not provided by a local residential road and the use is screened from any abutting property located in a residential district in accordance with § 153.046;

(2) Post office provided that primary vehicular access is not provided by a local residential road and the use is screened from any abutting property located in a residential district in accordance with § 153.046.

(C) *Yard regulations.*

(1) *Minimum lot size.*

~~(a) Residential uses: same as RMF.~~

~~(b) Nonresidential uses: none.~~

(a) Single-family dwelling: 8,000 square feet

(b) Two-family dwellings: 12,000 square feet

(c) All other uses: none

(2) *Minimum lot width (as measured at the required front setback).*

~~(a) Residential uses: same as RMF District.~~

~~(b) Nonresidential uses: none.~~

(a) Single-family dwelling: 70 feet at front yard setback; 35 feet at street right-of-way.

(b) Two-family dwelling: 80 feet at front yard setback; 35 feet at street right-of-way.

(c) All other uses: 80 feet

(3) *Minimum front setback. (as measured from the edge of the street right-of-way).*

~~(a) Residential uses: same as RMF.~~

~~(b) Nonresidential uses: 30 feet (as measured from the edge of the street right-of-way).~~

(a) All uses: 30 ft

(4) *Minimum side setback.* ~~Ten~~ 10 feet for all uses, except 20 feet shall be required on all corner lots and any lots that abut a Residential (R) District.

(6) *Maximum building height.* ~~Forty~~ 40 feet, except as permitted in § 153.054 of this chapter.

THE ORGANIZATION

MAYOR:
Edward L. Hatley, Jr.

CITY COUNCIL:
Kevin Demeny – Ward One
Christine Poinsette – Ward Two
Jill Tipton – Ward Three
Roby D. Jetton – Ward Four

APPOINTED OFFICIALS

CITY MANAGER:
Ritchie Haynes

CITY ATTORNEY:
John M. Friguglietti, Jr., P.A.

STAFF

Daphne Ingram, Assistant to City Manager/City Clerk
Pamela McBryde, Finance Director
Tanya Osborne, Human Resources Director
Brian Greene, Chief of Police
Charles R. Heavner, Fire Chief
Todd Elmore, Water Resources Director
Nathan Eurey, Public Services Director
Laura Morris, Community Relations Director
David Ramsey, Business Services Director
Chris Jones, Technology & Innovation Director
Jean Derby, Planning & Zoning Director
Brent Turner, Electric Operations Director

MAYOR:

The Mayor is the chief elected official of the City of Lincolnton. The Mayor is elected, at large, for a four-year term. The Mayor is the presiding officer of the Lincolnton City Council. The Mayor votes to break a tie vote and does not have veto power. The Mayor appoints members to various municipal boards and commissions, issues special proclamations, meets with citizen groups, and represents the City at various local, state, and national meetings. The Mayor serves as the City's Chief Ambassador, meeting with visiting dignitaries and business representatives. The Mayor plays an important role in the development of Lincolnton's municipal policy.

CITY COUNCIL:

The Lincolnton City Council is the Legislative Body of the City of Lincolnton. The City Council is comprised of four members. Members of the City Council are elected at large but must file for election by ward. Two members of the City Council stand for election every two years and are elected to four-year terms.

The City Council appoints the City Manager and the City Attorney; is responsible for passing all ordinances and resolutions; approves the annual operating and capital budgets; sets the ad valorem tax rate; sets utility rates; makes appointments to various boards, commissions, and agencies of the city; and adopts long-range plans and policies.

CITY MANAGER:

The City Manager, the Chief Administrative Officer of the City of Lincolnton, is appointed by the City Council and serves at its pleasure. The City of Lincolnton adopted the Council-Manager form of government in 1982.

The City Manager provides management control and coordinates all city government activities. He is the City's administrative head and sees that the city and state's laws are faithfully executed. He attends all meetings of the City Council, recommends for adoption such measures as he shall deem pertinent, and makes reports from time to time concerning the affairs of the City. He is responsible for the preparation of the annual budget and represents the City on various boards, commissions, and committees on city, state, and national levels.

CITY ATTORNEY:

The Lincolnton City Attorney, the chief legal authority of the City, is appointed by the City Council and serves at its pleasure.

The City Attorney represents the Mayor and City Council, the City Manager, and various department supervisors of city government. He attends all City Council meetings and has the responsibility to advise the City Council on all legal, procedural, and conduct of meetings. He represents the City in all legal matters, personnel hearings, zoning administration, and civil or criminal court procedures.

CITY COUNCIL

Ed L. Hatley, Mayor
Christine Poinsette, Mayor Pro-Tem
Kevin Demeny
Roby D. Jetton
Jill Tipton

Lincolnton NC
Near the City. Near the Mountains. Near Perfect.

CITY MANAGER
Richard Haynes
rhaynes@lincolntonnc.org

CITY CLERK
Daphne Ingram
dingram@lincolntonnc.org

CITY ATTORNEY
John M. Friguglietti, Jr., P.A.

BUDGET ORDINANCE

AN ORDINANCE ESTABLISHING REVENUES AND AUTHORIZING EXPENDITURES FOR FISCAL YEAR 2024-2025 FOR THE CITY OF LINCOLNTON

BE IT ORDAINED by the Mayor and City Council of the City of Lincolnton

SECTION 1. The following amounts are hereby appropriated in the General Fund for the operation of the City government and its activities for the fiscal year beginning July 1, 2024, and ending June 30, 2025, in accordance with the chart of accounts heretofore established for this City:

City Manager/Clerk	$ 277,901
Human Resources	335,963
Finance	62,395
General Expense	2,051,320
General Debt Service	330,800
Police	4,815,450
Fire	4,871,910
Public Works	104,435
Street	1,318,806
Equipment Services	290,280
Solid Waste	944,675
IT General Services	273,755
Planning/Zoning	442,523
Bus & Comm. Development	127,695
Recreation	1,234,100
	$ 17,482,008

SECTION 2. It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025:

Ad Valorem Levy	$ 7,300,000
Prior Year Taxes	50,000
Boger City Fire Tax	1,510,000
NC Vehicle Tax System (NCVTS)	540,000
NCVTS-License Fee	175,000
Discount on Taxes	(110,000)
Interest on Taxes	20,000
Lease/Rental Vehicle Tax	30,000
Local Sales & Use Tax	5,000,000
Pilot-Housing Authority	35,000
Controlled Substance Tax	4,000
Firefighters Relief Fund Tax	2,000
Alcohol/Beverage Tax	44,000
Franchise Tax	800,000
Solid Waste Disposal Tax	7,000
Grants-Other	5,000
Pilot-Water & Sewer	373,782
Pilot-Electric	34,476
Lease Revenue-Restaurant	24,000
SRO Reimbursement	360,000
Cemetery Lot Sales	35,000
Officers Fees	2,500
PD Inspection Fees	2,000
Parking Violations	4,000
Zoning Department Fees	12,000
Fire Department Fees	25,000
Solid Waste Rollout Container	1,500
Rec-Admission & Concession	30,000
Rec-Registration & Entry Fees	100,000
Rec-Sponsorships	1,500
Rec-Vending Machine Income	3,000
Rec-Rental Fees	7,000
BC&D-Event Fees	3,000
Rec-Miscellaneous Revenue	500
Interest-General Fund	252,000
Sale of Capital Assets-GF	10,000

Miscellaneous Revenue-GF	3,000
Sales of Personal Assets	2,000
ABC Revenue	90,000
ABC Law Enforcement	20,000
Miscellaneous Other Revenue	2,000
WEX-Fuel Rebates	3,500
July 4th Donations/Other	13,500
Veterans Banner Project	1,000
Issuance of Debt-GF	300,000
Revenue-SBE Principal	30,000
Interest-SBE	3,750
Reimbursement from Powell Bill	120,000
Appropriation from Fund Balance-GF	200,000
	$ 17,482,008

SECTION 3. The following amounts are hereby appropriated in the Powell Bill Fund for the fiscal year beginning July 1, 2024, and ending June 30, 2025, in accordance with the chart of accounts heretofore established for this City:

Powell Bill Construction/Other	$ 327,000

SECTION 4. It is estimated that the following revenues will be available in the Powell Bill Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025:

Powell Bill Allocation	$ 325,000
Investment Income	2,000
	$ 327,000

SECTION 5. The following amounts are hereby appropriated in the Water and Sewer Fund for the operation of the water and sewer utilities for the fiscal beginning July 1, 2024, and ending June 30, 2025, in accordance with the chart of accounts heretofore approved for the City:

Water & Sewer Fund	$ 8,983,500

SECTION 6. It is estimated that the following revenues will be available in the Water and Sewer Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025:

Investment Income	$ 150,000
Charges for Service-Water	3,600,000
Charges for Service-Sewer	4,350,000
Connection Charges	680,000
Other Operating Revenues	203,500
	$ 8,983,500

SECTION 7. The following amounts are hereby appropriated in the Electric Fund for the operation of the electric utility for the fiscal year beginning July 1, 2024, and ending June 30, 2025, in accordance with the chart of accounts heretofore approved for the City:

Electric Fund	$ 7,877,425

SECTION 8. It is estimated that the following revenues will be available in the Electric Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025:

Investment Income	$ 75,000
Contractor Sales Tax	2,000
Electric Sales	6,765,600
Electric Municipal Operations	667,875
Other Operating Revenue	366,950
	$ 7,877,425

SECTION 13. There is hereby levied a tax rate of fifty cents ($0.50) per one hundred ($100) valuation of property as listed for taxes as of January 1, 2024, for the purpose of raising the revenue listed as “Property Taxes” in the general fund in Section 1 of this ordinance.

This rate is based on a total valuation of property for the purposes of taxation of $1,618,100,000 and an estimated rate of collection of 99.00%

There is hereby levied a municipal vehicle tax of $20 per registered and tagged motorized vehicle resident in the city.

There is hereby levied a tax rate by the County of twelve and ½ cents ($0.1250) per one hundred ($100) valuation of property as listed for taxes as of January 1, 2024, for the purpose of raising the revenue listed as "Boger City Fire District Taxes" in Section 3 of this ordinance.

SECTION 14. Electric Rates No Increase.

SECTION 15. Water & Sewer Rates No Increase.

SECTION 16. Appropriations are authorized by fund totals. The City Manager is authorized to reallocate fund appropriations among line item objects of expenditures and revenues as necessary during the budget year.

SECTION 17. Copies of this Budget Ordinance shall be furnished to the Clerk to the Governing Board and Finance Director to be kept on file by them for their direction in the disbursement of funds.

TOTAL GROSS BUDGET $34,669,933

Adopted this 6th day of June, 2024

Attest:

_____ _____

Daphne Ingram
City Clerk

Edward L. Hatley
Mayor

2024-25 CMO Recommendations/Highlights

General Fund $17,482,008

- No tax rate increase
- Property Tax Revenue - $7,300,000
- Boger City Revenue - $1,517,000
- Sales Tax Revenue - $5,000,000
- Pay Study Group A - $810,000
- Retirement Rate Increase-General~13.81 (7%); Police-15.17 (8%)
- Allotted $236,000 to General Expenses for Capital
- Allotted $33,500 to the Police Department for Capital
- Allotted $17,500 to the Fire Department for Capital
- Allotted $300,000 to the Solid Waste Department for Capital
- Allotted $100,000 to the Planning Department for Capital
- Allotted $200,000 to the Parks & Recreation Department for Capital
- Fund Balance Available $9.7M = 55% ***(per FY22/23 financial statements)***

Water and Sewer Fund $8,983,500

- No rate increase
- Allotted $167,000 to the Water Treatment Plant Department for Capital
- Allotted $510,000 to the Distribution and Collection Department for Capital
- Allotted $135,000 to the Wastewater Treatment Plant Department for Capital
- Allotted $284,000 to the Public Services Building Project
- Fund Balance Available $5.5M= 58% ***(per FY22/23 financial statements)***

Electric Fund $7,877,425

- No rate increase
- Allotted $300,000 to the Electric Department for Capital
- System Maintenance Increase - $50,000
- Fund Balance Available of $6.8M = 87% ***(per FY22/23 financial statements)***

Powell Bill Fund $327,000

- Paving of City Streets - $167,405
- Maintenance of City Streets - $120,000

- Fund Balance Available $361,415 = 110% ***(per FY22/23 financial statements)***

CITY OF LINCOLNTON					
SCHEDULE OF BUDGETED FT POSITIONS					
Effective July 1, 2024					
Administration 4110					
Full Time Positions	3				
Business & Community Dev 4930					
Full Time Positions	1				
Human Resources 4120					
Full Time Positions	4				
Finance 4130					
Full Time Positions	8				
Information & Technology					
Full time Positions	1				
Police Department 4310					
Full Time Positions	42				
Fire Department 4340					
Full Time Positions	43				
Public Works - Administration 4510					
Full Time Positions	2				
Public Works - Street & Prop Maint 4520					
Full Time Positions	11				
Public Works - Equip Services 4530					
Full Time Positions	2				
Public Works - Solid Waste 4710					
Full Time Positions	7				
Planning 4910					
Full Time Positions	2				
Parks & Recreation 6100					
Full Time Positions	8				
Public Works - Water Treatment 7100					
Full Time Positions	8				
Public Works - Distribution & Collection 7110					
Full Time Positions	13				
Public Works - Waste Water Treatment 7120					
Full Time Positions	9				
Public Works - Electric 7200					
Full Time Positions	9				
Total Full Time City Positions:		**173**			



Proposed Budget Expenses

For Fiscal: 2024-2025 FYE 06/30/2025

Account Number	Account Name	2023-2024 Approved	2024-2025 Dept Req	2024-2025 Mgr Rec
Fund: 10 - General Fund				
Department: 4110 - City Manager/Clerk				
ExpCategory: 100 - Salaries & Wages				
10-4110-12100	SALARIES	220,000.00	270,000.00	291,250.00
10-4110-12300	OVERTIME	2,000.00	3,000.00	3,000.00
10-4110-12600	PART-TIME SALARIES	0.00	15,000.00	15,000.00
10-4110-13000	INSURANCE STIPEND	1,200.00	1,800.00	1,998.00
Total ExpCategory: 100 - Salaries & Wages:		**223,200.00**	**289,800.00**	**311,248.00**
ExpCategory: 150 - Employee Benefits				
10-4110-18100	FICA	17,500.00	22,150.00	23,793.00
10-4110-18200	RETIREMENT	29,000.00	37,500.00	40,435.00
10-4110-18300	HEALTH INSURANCE	24,000.00	32,000.00	34,675.00
10-4110-18302	RETIREE HEALTH INSURANCE	18,000.00	18,000.00	18,000.00
10-4110-18400	LIFE INSURANCE	200.00	300.00	325.00
10-4110-18600	WORKER'S COMP INS	900.00	1,000.00	1,000.00
10-4110-18700	DENTAL INSURANCE	2,200.00	2,200.00	3,315.00
10-4110-18900	TRAVEL ALLOWANCE	7,200.00	7,200.00	9,600.00
Total ExpCategory: 150 - Employee Benefits:		**99,000.00**	**120,350.00**	**131,143.00**
ExpCategory: 200 - Supplies & Materials				
10-4110-26000 OFFICE		2,500.00	2,500.00	2,500.00
Total ExpCategory: 200 - Supplies & Materials:		**2,500.00**	**2,500.00**	**2,500.00**
ExpCategory: 300 - Current Obligations & Services				
10-4110-32500	POSTAGE	100.00	100.00	100.00
10-4110-34100	PRINTING	500.00	500.00	500.00
10-4110-39500	TRAINING/TRAVEL	8,500.00	8,000.00	8,000.00
Total ExpCategory: 300 - Current Obligations & Services:		**9,100.00**	**8,600.00**	**8,600.00**
ExpCategory: 400 - Fixed Charges & Services				
10-4110-43900	EQUIPMENT RENTAL/LEASE	8,000.00	6,000.00	6,000.00
10-4110-48000	CONTRA-ADMINISTRATION	-157,230.00	-188,190.00	-188,190.00
10-4110-49100	DUES/SUBSCRIPTIONS/USER FEES	4,000.00	4,000.00	4,000.00
10-4110-49300	LICENSE & TITLE FEES	100.00	100.00	100.00
10-4110-49900	MISCELLANEOUS	500.00	500.00	500.00
Total ExpCategory: 400 - Fixed Charges & Services:		**-144,630.00**	**-177,590.00**	**-177,590.00**
ExpCategory: 500 - Capital Outlay & Equipment				
10-4110-59900	MISCELLANEOUS EQUIPMENT	3,000.00	2,000.00	2,000.00
Total ExpCategory: 500 - Capital Outlay & Equipment:		**3,000.00**	**2,000.00**	**2,000.00**
Total Department: 4110 - City Manager/Clerk:		**192,170.00**	**245,660.00**	**277,901.00**
Department: 4120 - Human Resources				
ExpCategory: 100 - Salaries & Wages				
10-4120-12100	SALARIES	272,000.00	238,000.00	238,000.00
10-4120-12300	OVERTIME	2,000.00	2,000.00	2,000.00
10-4120-13000	INSURANCE STIPEND	3,000.00	2,400.00	2,400.00
Total ExpCategory: 100 - Salaries & Wages:		**277,000.00**	**242,400.00**	**242,400.00**
ExpCategory: 150 - Employee Benefits				
10-4120-18100	FICA	21,000.00	18,500.00	18,500.00
10-4120-18200	RETIREMENT	34,500.00	33,000.00	33,000.00
10-4120-18300	HEALTH INSURANCE	46,000.00	36,500.00	36,500.00
10-4120-18400	LIFE INSURANCE	400.00	300.00	300.00
10-4120-18600	WORKER'S COMP INS	1,900.00	2,000.00	2,000.00
10-4120-18700	DENTAL INSURANCE	2,700.00	2,000.00	2,000.00
10-4120-18900	TRAVEL ALLOWANCE	100.00	100.00	100.00
Total ExpCategory: 150 - Employee Benefits:		**106,600.00**	**92,400.00**	**92,400.00**
ExpCategory: 190 - Professional Services				
10-4120-19800	EAP PROGRAM	4,200.00	4,300.00	4,200.00
10-4120-19900	CONSULTING FEES/CONTRACTED SERVICES	1,500.00	5,500.00	1,500.00
Total ExpCategory: 190 - Professional Services:		**5,700.00**	**9,800.00**	**5,700.00**

ExpCategory: 200 - Supplies & Materials				
10-4120-26000	OFFICE	3,000.00	3,000.00	3,000.00
Total ExpCategory: 200 - Supplies & Materials:		**3,000.00**	**3,000.00**	**3,000.00**
ExpCategory: 300 - Current Obligations & Services				
10-4120-32500	POSTAGE	100.00	100.00	100.00
10-4120-34100	PRINTING	400.00	0.00	400.00
10-4120-37000	ADVERTISING	0.00	400.00	0.00
10-4120-39500	TRAINING/TRAVEL	8,000.00	8,000.00	6,000.00
Total ExpCategory: 300 - Current Obligations & Services:		**8,500.00**	**8,500.00**	**6,500.00**
ExpCategory: 400 - Fixed Charges & Services				
10-4120-43900	EQUIPMENT RENTAL/LEASE	3,500.00	3,500.00	3,500.00
10-4120-44000	COMPUTER EXPENSE/MAINTENANCE	10,000.00	11,000.00	25,000.00
10-4120-48000	CONTRA-ADMINISTRATION	-64,757.00	-59,287.00	-59,287.00
10-4120-49100	DUES/SUBSCRIPTIONS/USER FEES	2,000.00	2,000.00	2,000.00
10-4120-49900	MISCELLANEOUS	250.00	250.00	250.00
Total ExpCategory: 400 - Fixed Charges & Services:		**-49,007.00**	**-42,537.00**	**-28,537.00**
ExpCategory: 500 - Capital Outlay & Equipment				
10-4120-59900	MISCELLANEOUS EQUIPMENT	1,000.00	4,500.00	1,000.00
Total ExpCategory: 500 - Capital Outlay & Equipment:		**1,000.00**	**4,500.00**	**1,000.00**
ExpCategory: 600 - Contracts, Grants, Subsidies				
10-4120-67900	DRUG & ALCOHOL TESTING/MEDICAL	6,000.00	8,500.00	6,000.00
10-4120-67901	HEP B TESTING	2,000.00	2,000.00	2,000.00
10-4120-67902	BACKGROUND/CREDIT REPORT FEES	2,500.00	2,500.00	2,500.00
10-4120-68400	EMPLOYEE RELATIONS	7,000.00	7,000.00	3,000.00
10-4120-68700	PUBLIC RELATIONS/WELLNESS	2,500.00	2,500.00	0.00
Total ExpCategory: 600 - Contracts, Grants, Subsidies:		**20,000.00**	**22,500.00**	**13,500.00**
Total Department: 4120 - Human Resources:		**372,793.00**	**340,563.00**	**335,963.00**
Department: 4130 - Finance				
ExpCategory: 100 - Salaries & Wages				
10-4130-12100	SALARIES	313,000.00	365,000.00	365,000.00
10-4130-12300	OVERTIME	3,000.00	3,000.00	3,000.00
10-4130-13000	INSURANCE STIPEND	3,000.00	3,600.00	3,600.00
Total ExpCategory: 100 - Salaries & Wages:		**319,000.00**	**371,600.00**	**371,600.00**
ExpCategory: 150 - Employee Benefits				
10-4130-18100	FICA	25,000.00	28,500.00	28,500.00
10-4130-18200	RETIREMENT	40,000.00	51,000.00	51,000.00
10-4130-18300	HEALTH INSURANCE	45,000.00	52,000.00	52,000.00
10-4130-18302	RETIREE HEALTH INSURANCE	60,000.00	35,000.00	35,000.00
10-4130-18400	LIFE INSURANCE	400.00	450.00	450.00
10-4130-18600	WORKER'S COMP INS	1,600.00	1,600.00	1,600.00
10-4130-18700	DENTAL INSURANCE	2,700.00	2,800.00	2,800.00
Total ExpCategory: 150 - Employee Benefits:		**174,700.00**	**171,350.00**	**171,350.00**
ExpCategory: 190 - Professional Services				
10-4130-19900	CONSULTING FEES/CONTRACTED SERVICES	10,000.00	10,000.00	10,000.00
Total ExpCategory: 190 - Professional Services:		**10,000.00**	**10,000.00**	**10,000.00**
ExpCategory: 200 - Supplies & Materials				
10-4130-20000	SUPPLIES	15,000.00	15,000.00	15,000.00
10-4130-26000	OFFICE	4,000.00	4,000.00	4,000.00
Total ExpCategory: 200 - Supplies & Materials:		**19,000.00**	**19,000.00**	**19,000.00**
ExpCategory: 300 - Current Obligations & Services				
10-4130-32500	POSTAGE	200.00	0.00	0.00
10-4130-34100	PRINTING	250.00	0.00	0.00
10-4130-39500	TRAINING/TRAVEL	10,000.00	10,000.00	10,000.00
Total ExpCategory: 300 - Current Obligations & Services:		**10,450.00**	**10,000.00**	**10,000.00**
ExpCategory: 400 - Fixed Charges & Services				
10-4130-43900	EQUIPMENT RENTAL/LEASE	6,500.00	6,500.00	6,500.00
10-4130-44000	COMPUTER EXPENSE/MAINTENANCE	34,000.00	34,000.00	34,000.00
10-4130-45000	PROPERTY & CASUALTY INS	2,000.00	0.00	0.00
10-4130-48000	CONTRA-ADMINISTRATION	-525,660.00	-561,555.00	-561,555.00
10-4130-49100	DUES/SUBSCRIPTIONS/USER FEES	500.00	500.00	500.00
10-4130-49900	MISCELLANEOUS	1,000.00	1,000.00	1,000.00
Total ExpCategory: 400 - Fixed Charges & Services:		**-481,660.00**	**-519,555.00**	**-519,555.00**

ExpCategory: 500 - Capital Outlay & Equipment				
10-4130-59900	MISCELLANEOUS EQUIPMENT	5,000.00	0.00	0.00
Total ExpCategory: 500 - Capital Outlay & Equipment:		**5,000.00**	**0.00**	**0.00**
Total Department: 4130 - Finance:		**56,490.00**	**62,395.00**	**62,395.00**
Department: 4280 - General Expense				
ExpCategory: 100 - Salaries & Wages				
10-4280-12700	MAYOR SALARY	8,250.00	8,500.00	8,500.00
10-4280-12900	COUNCIL SALARY	19,800.00	20,500.00	20,500.00
10-4280-13600	RETIREES ALLOWANCE	25,000.00	25,000.00	25,000.00
Total ExpCategory: 100 - Salaries & Wages:		**53,050.00**	**54,000.00**	**54,000.00**
ExpCategory: 150 - Employee Benefits				
10-4280-18100	FICA	2,200.00	2,500.00	2,500.00
10-4280-18500	UNEMPLOYMENT INSURANCE	10,000.00	7,000.00	7,000.00
10-4280-18600	WORKER'S COMP INS	150.00	150.00	150.00
10-4280-19300	HEALTH ADMIN COST	25,000.00	25,000.00	25,000.00
Total ExpCategory: 150 - Employee Benefits:		**37,350.00**	**34,650.00**	**34,650.00**
ExpCategory: 190 - Professional Services				
10-4280-19200	LEGAL	46,100.00	50,000.00	50,000.00
10-4280-19400	AUDITING	40,000.00	40,000.00	40,000.00
10-4280-19900	CONSULTING FEES/CONTRACTED SERVICES	75,000.00	90,000.00	90,000.00
10-4280-19901	MANAGEMENT FEES-LEASE PROPERTY	1,500.00	1,500.00	1,500.00
Total ExpCategory: 190 - Professional Services:		**162,600.00**	**181,500.00**	**181,500.00**
ExpCategory: 200 - Supplies & Materials				
10-4280-20000	SUPPLIES	500.00	500.00	500.00
10-4280-20001	CUSTODIAL SUPPLIES	5,000.00	5,000.00	5,000.00
Total ExpCategory: 200 - Supplies & Materials:		**5,500.00**	**5,500.00**	**5,500.00**
ExpCategory: 300 - Current Obligations & Services				
10-4280-32100	TELEPHONE	200,000.00	150,000.00	150,000.00
10-4280-32101	TELECOMMUNICATIONS SERVICES	14,000.00	8,000.00	8,000.00
10-4280-32300	SECURITY SERVICES	1,000.00	1,000.00	1,000.00
10-4280-32500	POSTAGE	5,000.00	5,000.00	5,000.00
10-4280-33100	ELECTRICITY	24,500.00	24,500.00	24,500.00
10-4280-34900	CITY ORDINANCE CODE PROJECT	5,000.00	5,000.00	5,000.00
10-4280-35100	BUILDING MAINTENANCE	20,000.00	20,000.00	20,000.00
10-4280-35101	GROUNDS MAINTENANCE	10,000.00	10,000.00	10,000.00
10-4280-35102	BUILDING MAINTENANCE-LEASE PROPERTY	500.00	500.00	500.00
10-4280-35200	EQUIPMENT REPAIRS	0.00	5,000.00	5,000.00
10-4280-37000	ADVERTISING	8,000.00	8,000.00	8,000.00
10-4280-37101	COUNTY SOLID WASTE FEES	575.00	575.00	575.00
10-4280-39500	TRAINING/TRAVEL	3,500.00	3,000.00	3,000.00
10-4280-39800	ONLINE PAYMENTS FEE	20,000.00	0.00	0.00
10-4280-39900	CREDIT CARD EXPENSE	6,000.00	6,000.00	6,000.00
Total ExpCategory: 300 - Current Obligations & Services:		**318,075.00**	**246,575.00**	**246,575.00**
ExpCategory: 400 - Fixed Charges & Services				
10-4280-43900	EQUIPMENT RENTAL/LEASE	0.00	215,000.00	215,000.00
10-4280-44000	COMPUTER EXPENSE/MAINTENANCE	50,000.00	50,000.00	50,000.00
10-4280-45000	PROPERTY & CASUALTY INS	175,000.00	206,000.00	206,000.00
10-4280-48000	CONTRA-ADMINISTRATION	-250,453.00	-275,349.00	-275,349.00
10-4280-49000	LEAGUE OF MUNICIP DUES	12,000.00	12,000.00	12,000.00
10-4280-49100	DUES/SUBSCRIPTIONS/USER FEES	15,000.00	15,000.00	15,000.00
10-4280-49300	LICENSE & TITLE FEES	4,000.00	0.00	0.00
10-4280-49900	MISCELLANEOUS	10,000.00	10,000.00	10,000.00
Total ExpCategory: 400 - Fixed Charges & Services:		**15,547.00**	**232,651.00**	**232,651.00**
ExpCategory: 500 - Capital Outlay & Equipment				
10-4280-50000	CAPITAL EXPENSE	350,000.00	236,000.00	236,000.00
10-4280-59900	MISCELLANEOUS EQUIPMENT	2,000.00	2,000.00	2,000.00
Total ExpCategory: 500 - Capital Outlay & Equipment:		**352,000.00**	**238,000.00**	**238,000.00**
ExpCategory: 600 - Contracts, Grants, Subsidies				
10-4280-60600	JULY 4TH CELEB CKNG EXP	13,000.00	18,000.00	18,000.00
10-4280-61000	CONTRIB TO 4TH JULY EXPENSE	7,500.00	8,500.00	8,500.00
10-4280-61400	CHAMBER OF COMMERCE	17,500.00	20,000.00	17,850.00
10-4280-61500	HISTORICAL ASSOCIATION	0.00	7,500.00	7,500.00

10-4280-61600	LEDA	69,800.00	71,145.00	71,200.00
10-4280-61700	OTHER REQUESTS	1,000.00	1,200.00	1,000.00
10-4280-61800	LINCOLN CULTURAL CENTER	40,000.00	40,000.00	40,000.00
10-4280-61900	DDA	42,900.00	43,800.00	43,800.00
10-4280-62100	HESED HOUSE OF HOPE	5,000.00	0.00	0.00
10-4280-63000	COMMUNITIES IN SCHOOLS	0.00	5,000.00	0.00
10-4280-63200	AMERICAN LEGION MEDAL HONOR	1,000.00	0.00	0.00
10-4280-64900	NCVTS (MV) FEES	29,000.00	29,000.00	29,000.00
10-4280-65000	TAX CONVERSION/COLLECTION	230,000.00	230,000.00	230,000.00
10-4280-68500	MANAGEMENT PLANNING	2,000.00	2,000.00	2,000.00
10-4280-68700	PUBLIC RELATIONS/WELLNESS	18,000.00	18,000.00	18,000.00
10-4280-69300	AIRPORT OPERATION FUND	16,000.00	0.00	0.00
10-4280-69400	CENTRAL COMMUNICATIONS	0.00	0.00	0.00
10-4280-69500	ANIMAL CONTROL	0.00	0.00	0.00
10-4280-69600	REVERSE 911 CHARGES	9,000.00	0.00	0.00
Total ExpCategory: 600 - Contracts, Grants, Subsidies:		**501,700.00**	**494,145.00**	**486,850.00**
ExpCategory: 700 - Debt Service				
10-4280-73100	ENTERPRISE VEHICLES LEASE	375,000.00	400,000.00	400,000.00
Total ExpCategory: 700 - Debt Service:		**375,000.00**	**400,000.00**	**400,000.00**
ExpCategory: 900 - Inventory/Interfund Transfer				
10-4280-99100	CONTINGENCY	147,790.00	150,000.00	171,594.00
Total ExpCategory: 900 - Inventory/Interfund Transfer:		**147,790.00**	**150,000.00**	**171,594.00**
Total Department: 4280 - General Expense:		**1,968,612.00**	**2,037,021.00**	**2,051,320.00**
Department: 4285 - General Debt Service				
ExpCategory: 700 - Debt Service				
10-4285-73000	INTERFUND LOAN PRIN REPAY	48,138.00	157,500.00	157,500.00
10-4285-73500	BANK LOAN PRINCIPAL	111,110.00	116,500.00	116,500.00
10-4285-74000	INTERFUND LOAN INT REPAY	8,566.00	27,900.00	27,900.00
10-4285-74500	BANK LOAN INTEREST	20,212.00	15,200.00	15,200.00
10-4285-75000	DEPOT PRINCIPAL	13,823.00	13,400.00	13,400.00
10-4285-75500	DEPO INTEREST	1,101.00	300.00	300.00
Total ExpCategory: 700 - Debt Service:		**202,950.00**	**330,800.00**	**330,800.00**
Total Department: 4285 - General Debt Service:		**202,950.00**	**330,800.00**	**330,800.00**
Department: 4310 - Police				
ExpCategory: 100 - Salaries & Wages				
10-4310-12100	SALARIES	2,313,000.00	2,675,000.00	2,675,000.00
10-4310-12300	OVERTIME	75,000.00	120,000.00	120,000.00
10-4310-12600	PART-TIME SALARIES	60,000.00	55,000.00	55,000.00
10-4310-13000	INSURANCE STIPEND	23,600.00	26,000.00	26,000.00
10-4310-13100	SPECIAL SEPARATION ALLOWANCE	110,000.00	110,000.00	110,000.00
10-4310-13300	RETIREMENT-401(K) OFFICERS	122,000.00	132,000.00	132,000.00
Total ExpCategory: 100 - Salaries & Wages:		**2,703,600.00**	**3,118,000.00**	**3,118,000.00**
ExpCategory: 150 - Employee Benefits				
10-4310-18000	RETIREMENT-OFFICERS	338,000.00	400,000.00	400,000.00
10-4310-18100	FICA	183,000.00	225,000.00	225,000.00
10-4310-18200	RETIREMENT-GENERAL	17,000.00	18,500.00	18,500.00
10-4310-18300	HEALTH INSURANCE	343,000.00	355,000.00	355,000.00
10-4310-18302	RETIREE HEALTH INSURANCE	210,000.00	140,000.00	140,000.00
10-4310-18400	LIFE INSURANCE	3,000.00	3,000.00	3,000.00
10-4310-18600	WORKER'S COMP INS	62,200.00	60,000.00	60,000.00
10-4310-18700	DENTAL INSURANCE	20,000.00	18,000.00	18,000.00
Total ExpCategory: 150 - Employee Benefits:		**1,176,200.00**	**1,219,500.00**	**1,219,500.00**
ExpCategory: 190 - Professional Services				
10-4310-19900	CONSULTING FEES/CONTRACTED SERVICES	20,000.00	36,500.00	23,000.00
Total ExpCategory: 190 - Professional Services:		**20,000.00**	**36,500.00**	**23,000.00**
ExpCategory: 200 - Supplies & Materials				
10-4310-20000	SUPPLIES	5,000.00	5,000.00	5,000.00
10-4310-20001	CUSTODIAL SUPPLIES	2,500.00	2,500.00	2,500.00
10-4310-20200	AMMUNITION EXPENSE	8,500.00	10,000.00	10,000.00
10-4310-21200	UNIFORMS	43,000.00	46,000.00	46,000.00
10-4310-21300	PERSONAL PROTECTIVE EQUIP (PPE)	1,000.00	1,000.00	1,000.00
10-4310-25100	GAS & OIL	85,000.00	85,000.00	85,000.00
10-4310-26000	OFFICE	2,000.00	2,000.00	2,000.00

Total ExpCategory: 200 - Supplies & Materials:		**147,000.00**	**151,500.00**	**151,500.00**
ExpCategory: 300 - Current Obligations & Services				
10-4310-32100	TELEPHONE	0.00	3,200.00	2,500.00
10-4310-32101	TELECOMMUNICATIONS SERVICES	0.00	500.00	500.00
10-4310-32300	SECURITY SERVICES	750.00	1,050.00	1,100.00
10-4310-32500	POSTAGE	0.00	75.00	0.00
10-4310-33100	ELECTRICITY	15,000.00	15,000.00	15,000.00
10-4310-33101	FIRING RANGE ELECTRICITY	1,000.00	1,000.00	1,500.00
10-4310-33200	GENERATOR FUEL	500.00	500.00	500.00
10-4310-34100	PRINTING	1,000.00	1,500.00	1,500.00
10-4310-35000	REPAIR PARTS & MATERIALS	9,000.00	8,000.00	8,000.00
10-4310-35100	BUILDING MAINTENANCE	4,000.00	4,000.00	5,000.00
10-4310-35101	GROUNDS MAINTENANCE	1,000.00	4,800.00	5,000.00
10-4310-35200	EQUIPMENT REPAIRS	15,000.00	5,000.00	7,000.00
10-4310-35201	VEHICLE MAINTENANCE & REPAIRS	0.00	12,000.00	15,000.00
10-4310-37101	COUNTY SOLID WASTE FEES	250.00	250.00	250.00
10-4310-37200	PARKING FEES/SUPPLIES	2,500.00	4,000.00	2,500.00
10-4310-39500	TRAINING/TRAVEL	15,000.00	17,000.00	17,000.00
10-4310-39501	K-9	4,000.00	4,000.00	4,000.00
Total ExpCategory: 300 - Current Obligations & Services:		**69,000.00**	**81,875.00**	**86,350.00**
ExpCategory: 400 - Fixed Charges & Services				
10-4310-43900	EQUIPMENT RENTAL/LEASE	6,000.00	6,000.00	6,000.00
10-4310-44000	COMPUTER EXPENSE/MAINTENANCE	2,000.00	6,000.00	2,000.00
10-4310-49100	DUES/SUBSCRIPTIONS/USER FEES	106,000.00	150,500.00	130,000.00
10-4310-49300	LICENSE & TITLE FEES	0.00	75.00	100.00
10-4310-49500	SAFETY	1,000.00	1,000.00	1,000.00
10-4310-49900	MISCELLANEOUS	3,000.00	3,000.00	3,000.00
Total ExpCategory: 400 - Fixed Charges & Services:		**118,000.00**	**166,575.00**	**142,100.00**
ExpCategory: 500 - Capital Outlay & Equipment				
10-4310-50000	CAPITAL EXPENSE	55,000.00	33,500.00	33,500.00
10-4310-59900	MISCELLANEOUS EQUIPMENT	10,000.00	10,000.00	10,000.00
Total ExpCategory: 500 - Capital Outlay & Equipment:		**65,000.00**	**43,500.00**	**43,500.00**
ExpCategory: 600 - Contracts, Grants, Subsidies				
10-4310-62400	CRIME PREVENTION	7,000.00	7,000.00	7,000.00
10-4310-62500	DRUG ENFORCEMENT	5,000.00	10,000.00	10,000.00
10-4310-62700	CONTROLLED SUBSTANCE	5,000.00	5,000.00	5,000.00
10-4310-67900	DRUG & ALCOHOL TESTING/MEDICAL	2,500.00	2,000.00	2,000.00
10-4310-67902	BACKGROUND/CREDIT REPORT FEES	500.00	500.00	500.00
10-4310-67903	PSYCHOLOGICAL EVALUATIONS	3,500.00	3,000.00	3,000.00
10-4310-68300	PROMOTIONS/MARKETING	1,000.00	4,000.00	4,000.00
Total ExpCategory: 600 - Contracts, Grants, Subsidies:		**24,500.00**	**31,500.00**	**31,500.00**
Total Department: 4310 - Police:		**4,323,300.00**	**4,848,950.00**	**4,815,450.00**
Department: 4340 - Fire				
ExpCategory: 100 - Salaries & Wages				
10-4340-12100	SALARIES	2,175,000.00	2,590,000.00	2,590,000.00
10-4340-12300	OVERTIME	135,000.00	400,000.00	400,000.00
10-4340-12600	PART-TIME SALARIES	85,000.00	95,000.00	95,000.00
10-4340-13000	INSURANCE STIPEND	25,500.00	25,500.00	25,500.00
10-4340-13500	LOCAL SUPPLEMENTAL RETIREMENT	13,500.00	13,500.00	13,500.00
10-4340-13700	FIREMENS PENSION FUND	6,500.00	6,500.00	6,500.00
10-4340-13800	FIREMENS RELIEF FUND	2,000.00	2,000.00	2,000.00
Total ExpCategory: 100 - Salaries & Wages:		**2,442,500.00**	**3,132,500.00**	**3,132,500.00**
ExpCategory: 150 - Employee Benefits				
10-4340-18100	FICA	180,000.00	243,000.00	243,000.00
10-4340-18200	RETIREMENT	285,000.00	425,000.00	425,000.00
10-4340-18300	HEALTH INSURANCE	395,000.00	385,000.00	385,000.00
10-4340-18302	RETIREE HEALTH INSURANCE	100,000.00	90,000.00	90,000.00
10-4340-18400	LIFE INSURANCE	4,100.00	3,000.00	3,000.00
10-4340-18600	WORKER'S COMP INS	75,000.00	80,000.00	80,000.00
10-4340-18700	DENTAL INSURANCE	23,100.00	22,000.00	22,000.00
10-4340-18800	GAP INSURANCE	7,000.00	7,000.00	7,000.00
Total ExpCategory: 150 - Employee Benefits:		**1,069,200.00**	**1,255,000.00**	**1,255,000.00**
ExpCategory: 190 - Professional Services				
10-4340-19900	CONSULTING FEES/CONTRACTED SERVICES	24,000.00	18,000.00	18,000.00

Total ExpCategory: 190 - Professional Services:		**24,000.00**	**18,000.00**	**18,000.00**
ExpCategory: 200 - Supplies &				
10-4340-20000	SUPPLIES	15,000.00	16,500.00	16,500.00
10-4340-20001	CUSTODIAL SUPPLIES	4,000.00	3,000.00	3,000.00
10-4340-20100	TOOLS AND SMALL EQUIPMENT	0.00	19,500.00	5,000.00
10-4340-20300	CHEMICALS	0.00	3,500.00	3,000.00
10-4340-21200	UNIFORMS	36,000.00	38,500.00	38,000.00
10-4340-21300	PERSONAL PROTECTIVE EQUIP (PPE)	22,000.00	44,500.00	22,000.00
10-4340-25100	GAS & OIL	60,000.00	66,000.00	60,000.00
10-4340-26000	OFFICE	3,000.00	3,500.00	3,000.00
Total ExpCategory: 200 - Supplies & Materials:		**140,000.00**	**195,000.00**	**150,500.00**
ExpCategory: 300 - Current Obligations & Services				
10-4340-32100	TELEPHONE	2,500.00	3,000.00	2,500.00
10-4340-32101	TELECOMMUNICATIONS SERVICES	6,000.00	7,500.00	6,000.00
10-4340-32200	UTILITIES-STATIONS	18,000.00	19,500.00	22,000.00
10-4340-32300	SECURITY SERVICES	4,000.00	4,000.00	3,000.00
10-4340-32500	POSTAGE	400.00	400.00	400.00
10-4340-33100	ELECTRICITY	0.00	10,500.00	0.00
10-4340-33200	GENERATOR FUEL	1,750.00	1,750.00	1,750.00
10-4340-33400	NATURAL GAS	6,000.00	8,600.00	6,000.00
10-4340-34100	PRINTING	0.00	250.00	0.00
10-4340-35000	REPAIR PARTS & MATERIALS	27,000.00	31,000.00	27,000.00
10-4340-35100	BUILDING MAINTENANCE	30,000.00	43,000.00	30,000.00
10-4340-35101	GROUNDS MAINTENANCE	6,000.00	10,500.00	6,000.00
10-4340-35200	EQUIPMENT REPAIRS	60,000.00	100,000.00	60,000.00
10-4340-35201	VEHICLE MAINTENANCE & REPAIRS	6,000.00	8,000.00	6,000.00
10-4340-37000	ADVERTISING	0.00	1,000.00	0.00
10-4340-37101	COUNTY SOLID WASTE FEES	365.00	500.00	360.00
10-4340-39500	TRAINING/TRAVEL	32,500.00	33,500.00	30,000.00
Total ExpCategory: 300 - Current Obligations & Services:		**200,515.00**	**283,000.00**	**201,010.00**
ExpCategory: 400 - Fixed Charges & Services				
10-4340-43900	EQUIPMENT RENTAL/LEASE	1,800.00	2,000.00	1,800.00
10-4340-44000	COMPUTER EXPENSE/MAINTENANCE	5,000.00	5,500.00	5,000.00
10-4340-44570	TECHNOLOGY SERVICES	4,000.00	4,250.00	4,000.00
10-4340-45000	PROPERTY & CASUALTY INS	17,500.00	18,000.00	18,000.00
10-4340-45001	CLAIMS-PROPERTY & CASUALTY	0.00	1,000.00	0.00
10-4340-49100	DUES/SUBSCRIPTIONS/USER FEES	11,000.00	8,000.00	8,000.00
10-4340-49300	LICENSE & TITLE FEES	100.00	250.00	100.00
10-4340-49500	SAFETY	22,000.00	23,500.00	22,000.00
10-4340-49900	MISCELLANEOUS	8,000.00	21,500.00	8,000.00
Total ExpCategory: 400 - Fixed Charges & Services:		**69,400.00**	**84,000.00**	**66,900.00**
ExpCategory: 500 - Capital Outlay & Equipment				
10-4340-50000	CAPITAL EXPENSE	90,000.00	17,500.00	17,500.00
10-4340-59900	MISCELLANEOUS EQUIPMENT	20,000.00	35,000.00	20,000.00
Total ExpCategory: 500 - Capital Outlay & Equipment:		**110,000.00**	**52,500.00**	**37,500.00**
ExpCategory: 600 - Contracts, Grants, Subsidies				
10-4340-60100	GRANTS-EQUIPMENT-OTHER	0.00	5,000.00	5,000.00
10-4340-67900	DRUG & ALCOHOL TESTING/MEDICAL	500.00	500.00	500.00
10-4340-67902	BACKGROUND/CREDIT REPORT FEES	0.00	250.00	0.00
10-4340-68600	FIRE SAFETY EDUCATION	4,000.00	5,000.00	5,000.00
Total ExpCategory: 600 - Contracts, Grants, Subsidies:		**4,500.00**	**10,750.00**	**10,500.00**
ExpCategory: 700 - Debt Service				
10-4340-73500	BANK LOAN PRINCIPAL	90,642.00	0.00	0.00
10-4340-74500	BANK LOAN INTEREST	12,033.00	0.00	0.00
Total ExpCategory: 700 - Debt Service:		**102,675.00**	**0.00**	**0.00**
ExpCategory: 900 - Inventory/Interfund Transfer				
10-4340-99100	CONTINGENCY	1,160.00	0.00	0.00
Total ExpCategory: 900 - Inventory/Interfund Transfer:		**1,160.00**	**0.00**	**0.00**
Total Department: 4340 - Fire:		**4,163,950.00**	**5,030,750.00**	**4,871,910.00**
Department: 4510 - Public Works Administration				
ExpCategory: 100 - Salaries & Wages				
10-4510-12100	SALARIES	137,000.00	170,000.00	170,000.00
10-4510-12300	OVERTIME	500.00	0.00	0.00

10-4510-12600	PART-TIME SALARIES	28,000.00	23,000.00	23,000.00
10-4510-13000	INSURANCE STIPEND	1,200.00	1,200.00	1,200.00
Total ExpCategory: 100 - Salaries & Wages:		**166,700.00**	**194,200.00**	**194,200.00**
ExpCategory: 150 - Employee Benefits				
10-4510-18100	FICA	10,750.00	15,000.00	15,000.00
10-4510-18200	RETIREMENT	14,000.00	23,600.00	23,600.00
10-4510-18300	HEALTH INSURANCE	21,000.00	24,000.00	24,000.00
10-4510-18400	LIFE INSURANCE	200.00	200.00	200.00
10-4510-18600	WORKER'S COMP INS	2,900.00	5,000.00	5,000.00
10-4510-18700	DENTAL INSURANCE	1,600.00	2,000.00	2,000.00
Total ExpCategory: 150 - Employee Benefits:		**50,450.00**	**69,800.00**	**69,800.00**
ExpCategory: 190 - Professional Services				
10-4510-19900	CONSULTING FEES/CONTRACTED SERVICES	2,000.00	500.00	1,000.00
Total ExpCategory: 190 - Professional Services:		**2,000.00**	**500.00**	**1,000.00**
ExpCategory: 200 - Supplies & Materials				
10-4510-20000	SUPPLIES	2,000.00	2,500.00	2,000.00
10-4510-20001	CUSTODIAL SUPPLIES	0.00	500.00	0.00
10-4510-21200	UNIFORMS	200.00	800.00	600.00
10-4510-21300	PERSONAL PROTECTIVE EQUIP (PPE)	200.00	200.00	200.00
10-4510-25100	GAS & OIL	1,250.00	1,800.00	1,300.00
10-4510-26000	OFFICE	1,000.00	750.00	1,000.00
Total ExpCategory: 200 - Supplies & Materials:		**4,650.00**	**6,550.00**	**5,100.00**
ExpCategory: 300 - Current Obligations & Services				
10-4510-32300	SECURITY SERVICES	400.00	400.00	400.00
10-4510-33100	ELECTRICITY	6,500.00	6,500.00	8,500.00
10-4510-33400	NATURAL GAS	15,000.00	14,000.00	13,000.00
10-4510-35000	REPAIR PARTS & MATERIALS	500.00	500.00	500.00
10-4510-35100	BUILDING MAINTENANCE	5,000.00	4,000.00	4,000.00
10-4510-35200	EQUIPMENT REPAIRS	0.00	500.00	500.00
10-4510-35201	VEHICLE MAINTENANCE & REPAIRS	500.00	500.00	500.00
10-4510-37101	COUNTY SOLID WASTE FEES	50.00	60.00	60.00
10-4510-39500	TRAINING/TRAVEL	2,000.00	2,000.00	2,000.00
Total ExpCategory: 300 - Current Obligations & Services:		**29,950.00**	**28,460.00**	**29,460.00**
ExpCategory: 400 - Fixed Charges & Services				
10-4510-43900	EQUIPMENT RENTAL/LEASE	2,000.00	2,000.00	2,000.00
10-4510-44000	COMPUTER EXPENSE/MAINTENANCE	2,000.00	1,500.00	2,000.00
10-4510-48000	CONTRA-ADMINISTRATION	-172,755.00	-202,725.00	-202,725.00
10-4510-49100	DUES/SUBSCRIPTIONS/USER FEES	1,000.00	800.00	1,000.00
10-4510-49300	LICENSE & TITLE FEES	0.00	50.00	100.00
10-4510-49500	SAFETY	1,000.00	1,000.00	1,000.00
10-4510-49900	MISCELLANEOUS	500.00	500.00	500.00
Total ExpCategory: 400 - Fixed Charges & Services:		**-166,255.00**	**-196,875.00**	**-196,125.00**
ExpCategory: 500 - Capital Outlay & Equipment				
10-4510-59900	MISCELLANEOUS EQUIPMENT	1,500.00	1,200.00	1,000.00
Total ExpCategory: 500 - Capital Outlay & Equipment:		**1,500.00**	**1,200.00**	**1,000.00**
ExpCategory: 900 - Inventory/Interfund Transfer				
10-4510-99100	CONTINGENCY	0.00	3,000.00	0.00
Total ExpCategory: 900 - Inventory/Interfund Transfer:		**0.00**	**3,000.00**	**0.00**
Total Department: 4510 - Public Works Administration:		**88,995.00**	**106,835.00**	**104,435.00**
Department: 4520 - Street and Maintenance				
ExpCategory: 100 - Salaries & Wages				
10-4520-12100	SALARIES	445,000.00	477,000.00	477,000.00
10-4520-12300	OVERTIME	27,000.00	25,000.00	25,000.00
10-4520-12601	PART-TIME SEASONAL	21,600.00	21,000.00	21,000.00
10-4520-13000	INSURANCE STIPEND	6,600.00	6,600.00	6,600.00
Total ExpCategory: 100 - Salaries & Wages:		**500,200.00**	**529,600.00**	**529,600.00**
ExpCategory: 150 - Employee Benefits				
10-4520-18100	FICA	35,000.00	40,000.00	40,000.00
10-4520-18200	RETIREMENT	59,000.00	66,000.00	66,000.00
10-4520-18300	HEALTH INSURANCE	105,000.00	100,000.00	100,000.00
10-4520-18302	RETIREE HEALTH INSURANCE	100,000.00	80,000.00	80,000.00
10-4520-18400	LIFE INSURANCE	800.00	800.00	800.00

10-4520-18600	WORKER'S COMP INS	25,300.00	25,000.00	25,000.00
10-4520-18700	DENTAL INSURANCE	6,600.00	5,600.00	5,600.00
Total ExpCategory: 150 - Employee Benefits:		**331,700.00**	**317,400.00**	**317,400.00**
ExpCategory: 190 - Professional Services				
10-4520-19900	CONSULTING FEES/CONTRACTED SERVICES	1,000.00	750.00	1,000.00
Total ExpCategory: 190 - Professional Services:		**1,000.00**	**750.00**	**1,000.00**
ExpCategory: 200 - Supplies & Materials				
10-4520-20000	SUPPLIES	15,000.00	20,000.00	15,000.00
10-4520-20001	CUSTODIAL SUPPLIES	4,000.00	4,000.00	4,000.00
10-4520-20100	TOOLS AND SMALL EQUIPMENT	0.00	5,000.00	0.00
10-4520-21200	UNIFORMS	4,500.00	7,000.00	4,500.00
10-4520-21300	PERSONAL PROTECTIVE EQUIP (PPE)	3,000.00	1,300.00	1,500.00
10-4520-25100	GAS & OIL	32,000.00	35,000.00	32,000.00
Total ExpCategory: 200 - Supplies & Materials:		**58,500.00**	**72,300.00**	**57,000.00**
ExpCategory: 300 - Current Obligations & Services				
10-4520-33100	ELECTRICITY	8,000.00	8,000.00	8,000.00
10-4520-33400	NATURAL GAS	7,500.00	5,000.00	7,500.00
10-4520-35000	REPAIR PARTS & MATERIALS	0.00	500.00	3,000.00
10-4520-35100	BUILDING MAINTENANCE	2,500.00	2,500.00	2,500.00
10-4520-35200	EQUIPMENT REPAIRS	3,000.00	4,500.00	10,000.00
10-4520-35201	VEHICLE MAINTENANCE & REPAIRS	3,000.00	2,700.00	3,000.00
10-4520-35500	RIGHT OF WAY MAINTENANCE	15,000.00	15,000.00	15,000.00
10-4520-37101	COUNTY SOLID WASTE FEES	50.00	60.00	50.00
10-4520-39500	TRAINING/TRAVEL	7,500.00	7,500.00	7,500.00
Total ExpCategory: 300 - Current Obligations & Services:		**46,550.00**	**45,760.00**	**56,550.00**
ExpCategory: 400 - Fixed Charges & Services				
10-4520-43900	EQUIPMENT RENTAL/LEASE	500.00	500.00	500.00
10-4520-48000	CONTRA-ADMINISTRATION	-204,000.00	-217,994.00	-217,994.00
10-4520-49100	DUES/SUBSCRIPTIONS/USER FEES	1,000.00	750.00	750.00
10-4520-49300	LICENSE & TITLE FEES	500.00	500.00	500.00
10-4520-49500	SAFETY	1,000.00	1,000.00	1,000.00
10-4520-49900	MISCELLANEOUS	3,000.00	1,500.00	3,000.00
Total ExpCategory: 400 - Fixed Charges & Services:		**-198,000.00**	**-213,744.00**	**-212,244.00**
ExpCategory: 500 - Capital Outlay & Equipment				
10-4520-50000	CAPITAL EXPENSE	15,000.00	153,000.00	0.00
10-4520-50100	SIDEWALK CONNECTOR PROJECT	100,000.00	100,000.00	100,000.00
10-4520-59100	RESURFACING & PATCHWORK	375,000.00	385,000.00	375,000.00
10-4520-59200	CULVERT & BRIDGE REPAIR	80,000.00	80,000.00	80,000.00
10-4520-59400	TRAFFIC MARKING & SIGNS	8,000.00	8,000.00	8,000.00
10-4520-59900	MISCELLANEOUS EQUIPMENT	6,000.00	8,000.00	6,000.00
Total ExpCategory: 500 - Capital Outlay & Equipment:		**584,000.00**	**734,000.00**	**569,000.00**
ExpCategory: 600 - Contracts, Grants, Subsidies				
10-4520-67900	DRUG & ALCOHOL TESTING/MEDICAL	500.00	500.00	500.00
Total ExpCategory: 600 - Contracts, Grants, Subsidies:		**500.00**	**500.00**	**500.00**
ExpCategory: 900 - Inventory/Interfund Transfer				
10-4520-99100	CONTINGENCY	0.00	300.00	0.00
Total ExpCategory: 900 - Inventory/Interfund Transfer:		**0.00**	**300.00**	**0.00**
Total Department: 4520 - Street and Maintenance:		**1,324,450.00**	**1,486,866.00**	**1,318,806.00**
Department: 4530 - Equipment Services				
ExpCategory: 100 - Salaries & Wages				
10-4530-12100	SALARIES	114,000.00	96,000.00	96,000.00
10-4530-12300	OVERTIME	3,000.00	3,000.00	3,000.00
10-4530-13000	INSURANCE STIPEND	1,200.00	1,200.00	1,200.00
Total ExpCategory: 100 - Salaries & Wages:		**118,200.00**	**100,200.00**	**100,200.00**
ExpCategory: 150 - Employee Benefits				
10-4530-18100	FICA	9,000.00	8,000.00	8,000.00
10-4530-18200	RETIREMENT	15,000.00	14,000.00	14,000.00
10-4530-18300	HEALTH INSURANCE	17,500.00	16,500.00	16,500.00
10-4530-18302	RETIREE HEALTH INSURANCE	15,500.00	35,000.00	35,000.00
10-4530-18400	LIFE INSURANCE	150.00	150.00	150.00
10-4530-18600	WORKER'S COMP INS	3,000.00	3,000.00	3,000.00
10-4530-18700	DENTAL INSURANCE	800.00	800.00	800.00

Total ExpCategory: 150 - Employee Benefits:		**60,950.00**	**77,450.00**	**77,450.00**
ExpCategory: 190 - Professional Services				
10-4530-19900	CONSULTING FEES/CONTRACTED SERVICES	3,000.00	4,800.00	2,000.00
Total ExpCategory: 190 - Professional Services:		**3,000.00**	**4,800.00**	**2,000.00**
ExpCategory: 200 - Supplies & Materials				
10-4530-20000	SUPPLIES	2,000.00	3,000.00	3,000.00
10-4530-20001	CUSTODIAL SUPPLIES	0.00	200.00	0.00
10-4530-20100	TOOLS AND SMALL EQUIPMENT	0.00	3,000.00	3,000.00
10-4530-21200	UNIFORMS	1,500.00	1,200.00	1,500.00
10-4530-21300	PERSONAL PROTECTIVE EQUIP (PPE)	500.00	500.00	500.00
10-4530-25100	GAS & OIL	9,000.00	15,000.00	12,000.00
Total ExpCategory: 200 - Supplies & Materials:		**13,000.00**	**22,900.00**	**20,000.00**
ExpCategory: 300 - Current Obligations & Services				
10-4530-33100	ELECTRICITY	4,350.00	4,350.00	4,350.00
10-4530-33400	NATURAL GAS	3,500.00	10,000.00	3,500.00
10-4530-35000	REPAIR PARTS & MATERIALS	65,000.00	75,000.00	75,000.00
10-4530-35100	BUILDING MAINTENANCE	1,000.00	500.00	1,000.00
10-4530-35200	EQUIPMENT REPAIRS	55,000.00	60,000.00	55,000.00
10-4530-35201	VEHICLE MAINTENANCE & REPAIRS	6,000.00	6,000.00	6,000.00
10-4530-37101	COUNTY SOLID WASTE FEES	0.00	30.00	30.00
10-4530-39500	TRAINING/TRAVEL	0.00	500.00	500.00
Total ExpCategory: 300 - Current Obligations & Services:		**134,850.00**	**156,380.00**	**145,380.00**
ExpCategory: 400 - Fixed Charges & Services				
10-4530-43900	EQUIPMENT RENTAL/LEASE	600.00	200.00	500.00
10-4530-44000	COMPUTER EXP/MAINT/SOFTWARE	0.00	500.00	4,000.00
10-4530-48000	CONTRA-ADMINISTRATION	-60,100.00	-63,500.00	-63,500.00
10-4530-49100	DUES/SUBSCRIPTIONS/USER FEES	100.00	100.00	100.00
10-4530-49300	LICENSE & TITLE FEES	150.00	300.00	150.00
10-4530-49500	SAFETY	200.00	600.00	200.00
10-4530-49900	MISCELLANEOUS	1,800.00	1,800.00	1,800.00
Total ExpCategory: 400 - Fixed Charges & Services:		**-57,250.00**	**-60,000.00**	**-56,750.00**
ExpCategory: 500 - Capital Outlay & Equipment				
10-4530-50000	CAPITAL EXPENSE	5,000.00	0.00	0.00
10-4530-59900	MISCELLANEOUS EQUIPMENT	1,500.00	2,000.00	2,000.00
Total ExpCategory: 500 - Capital Outlay & Equipment:		**6,500.00**	**2,000.00**	**2,000.00**
ExpCategory: 900 - Inventory/Interfund Transfer				
10-4530-99100	CONTINGENCY	0.00	1,500.00	0.00
Total ExpCategory: 900 - Inventory/Interfund Transfer:		**0.00**	**1,500.00**	**0.00**
Total Department: 4530 - Equipment Services:		**279,250.00**	**305,230.00**	**290,280.00**
Department: 4710 - Solid Waste				
ExpCategory: 100 - Salaries & Wages				
10-4710-12100	SALARIES	267,500.00	293,000.00	293,000.00
10-4710-12300	OVERTIME	14,000.00	13,000.00	13,000.00
10-4710-12600	PART-TIME SALARIES	22,500.00	23,000.00	23,000.00
10-4710-13000	INSURANCE STIPEND	4,200.00	4,200.00	4,200.00
Total ExpCategory: 100 - Salaries & Wages:		**308,200.00**	**333,200.00**	**333,200.00**
ExpCategory: 150 - Employee Benefits				
10-4710-18100	FICA	23,000.00	25,300.00	25,300.00
10-4710-18200	RETIREMENT	36,500.00	42,300.00	42,300.00
10-4710-18300	HEALTH INSURANCE	68,000.00	66,000.00	66,000.00
10-4710-18302	RETIREE HEALTH INSURANCE	16,500.00	16,000.00	16,000.00
10-4710-18400	LIFE INSURANCE	600.00	500.00	500.00
10-4710-18600	WORKER'S COMP INS	17,500.00	16,000.00	16,000.00
10-4710-18700	DENTAL INSURANCE	4,500.00	4,000.00	4,000.00
10-4710-19900	CONSULTING FEES/CONTRACTED SERVICES	0.00	500.00	200.00
Total ExpCategory: 150 - Employee Benefits:		**166,600.00**	**170,600.00**	**170,300.00**
ExpCategory: 200 - Supplies & Materials				
10-4710-20000	SUPPLIES	3,000.00	2,500.00	2,500.00
10-4710-21200	UNIFORMS	3,000.00	3,000.00	3,000.00
10-4710-21300	PERSONAL PROTECTIVE EQUIP (PPE)	2,000.00	2,000.00	2,000.00
10-4710-25100	GAS & OIL	70,000.00	70,000.00	65,000.00
Total ExpCategory: 200 - Supplies & Materials:		**78,000.00**	**77,500.00**	**72,500.00**

ExpCategory: 300 - Current Obligations & Services				
10-4710-32101	TELECOMMUNICATIONS SERVICES	3,000.00	3,000.00	1,000.00
10-4710-33100	ELECTRICITY	8,475.00	8,475.00	8,475.00
10-4710-35000	REPAIR PARTS & MATERIALS	7,500.00	7,500.00	5,000.00
10-4710-35100	BUILDING MAINTENANCE	0.00	2,500.00	2,500.00
10-4710-35200	EQUIPMENT REPAIRS	1,000.00	1,000.00	1,000.00
10-4710-35201	VEHICLE MAINTENANCE & REPAIRS	0.00	150.00	200.00
10-4710-37000	ADVERTISING	500.00	250.00	500.00
10-4710-37100	TIPPING FEES	17,500.00	15,000.00	15,000.00
Total ExpCategory: 300 - Current Obligations & Services:		**37,975.00**	**37,875.00**	**33,675.00**
ExpCategory: 400 - Fixed Charges & Services				
10-4710-49100	DUES/SUBSCRIPTIONS/USER FEES	15,000.00	6,500.00	2,000.00
10-4710-49300	LICENSE & TITLE FEES	500.00	500.00	500.00
10-4710-49500	SAFETY	500.00	500.00	500.00
10-4710-49900	MISCELLANEOUS	2,500.00	2,000.00	2,000.00
Total ExpCategory: 400 - Fixed Charges & Services:		**18,500.00**	**9,500.00**	**5,000.00**
ExpCategory: 500 - Capital Outlay & Equipment				
10-4710-50000	CAPITAL EXPENSE	0.00	370,000.00	300,000.00
10-4710-59900	MISCELLANEOUS EQUIPMENT	30,000.00	30,000.00	30,000.00
Total ExpCategory: 500 - Capital Outlay & Equipment:		**30,000.00**	**400,000.00**	**330,000.00**
ExpCategory: 600 - Contracts, Grants, Subsidies				
10-4710-67900	DRUG & ALCOHOL TESTING/MEDICAL	0.00	250.00	0.00
Total ExpCategory: 600 - Contracts, Grants, Subsidies:		**0.00**	**250.00**	**0.00**
10-4710-99100	CONTINGENCY	0.00	3,000.00	0.00
Total ExpCategory: 900 - Inventory/Interfund Transfer:		**0.00**	**3,000.00**	**0.00**
Total Department: 4710 - Solid Waste:		**639,275.00**	**1,031,925.00**	**944,675.00**
Department: 4740 - General IT Services				
ExpCategory: 100 - Salaries & Wages				
10-4740-12100	SALARIES	37,500.00	38,500.00	38,500.00
10-4740-13000	INSURANCE STIPEND	600.00	600.00	600.00
Total ExpCategory: 100 - Salaries & Wages:		**38,100.00**	**39,100.00**	**39,100.00**
ExpCategory: 150 - Employee Benefits				
10-4740-18100	FICA	3,000.00	3,000.00	3,000.00
10-4740-18200	RETIREMENT	4,900.00	5,400.00	5,400.00
10-4740-18300	HEALTH INSURANCE	3,000.00	3,000.00	3,000.00
10-4740-18400	LIFE INSURANCE	100.00	100.00	100.00
10-4740-18600	WORKER'S COMP INS	575.00	575.00	575.00
10-4740-18700	DENTAL INSURANCE	130.00	130.00	130.00
Total ExpCategory: 150 - Employee Benefits:		**11,705.00**	**12,205.00**	**12,205.00**
ExpCategory: 190 - Professional Services				
10-4740-19900	CONSULTING FEES/CONTRACTED SERVICES	5,000.00	0.00	0.00
Total ExpCategory: 190 - Professional Services:		**5,000.00**	**0.00**	**0.00**
ExpCategory: 200 - Supplies & Materials				
10-4740-20000	SUPPLIES	1,000.00	1,000.00	1,000.00
10-4740-21200	UNIFORMS	0.00	400.00	400.00
10-4740-25100	GAS & OIL	1,250.00	1,500.00	1,500.00
Total ExpCategory: 200 - Supplies & Materials:		**2,250.00**	**2,900.00**	**2,900.00**
ExpCategory: 300 - Current Obligations & Services				
10-4740-32100	TELEPHONE	0.00	1,500.00	1,500.00
10-4740-32101	TELECOMMUNICATIONS SERVICES	65,000.00	99,610.00	96,000.00
10-4740-32300	SECURITY SERVICES	0.00	0.00	300.00
10-4740-32500	POSTAGE	0.00	0.00	50.00
10-4740-35200	EQUIPMENT REPAIRS	500.00	1,000.00	1,000.00
10-4740-35201	VEHICLE MAINTENANCE & REPAIRS	500.00	0.00	0.00
10-4740-39500	TRAINING/TRAVEL	8,000.00	8,000.00	8,000.00
Total ExpCategory: 300 - Current Obligations & Services:		**74,000.00**	**110,110.00**	**106,850.00**
ExpCategory: 400 - Fixed Charges & Services				
10-4740-43900	EQUIPMENT RENTAL/LEASE	170,000.00	0.00	0.00
10-4740-44000	COMPUTER EXPENSE/MAINTENANCE	30,000.00	55,000.00	55,000.00

10-4740-44570	TECHNOLOGY SERVICES	40,000.00	82,039.00	56,000.00
10-4740-49100	DUES/SUBSCRIPTIONS/USER FEES	1,000.00	0.00	1,000.00
10-4740-49900	MISCELLANEOUS	200.00	0.00	200.00
Total ExpCategory: 400 - Fixed Charges & Services:		**241,200.00**	**137,039.00**	**112,200.00**
ExpCategory: 500 - Capital Outlay & Equipment				
10-4740-50000	CAPITAL EXPENSE	10,000.00	0.00	0.00
10-4740-59900	MISCELLANEOUS EQUIPMENT	500.00	0.00	500.00
Total ExpCategory: 500 - Capital Outlay & Equipment:		**10,500.00**	**0.00**	**500.00**
Total Department: 4740 - General IT Services:		**382,755.00**	**301,354.00**	**273,755.00**
Department: 4910 - Planning and Zoning				
ExpCategory: 100 - Salaries & Wages				
10-4910-12100	SALARIES	126,000.00	132,000.00	132,000.00
10-4910-12300	OVERTIME	1,000.00	1,000.00	1,000.00
10-4910-12600	PART-TIME SALARIES	53,000.00	53,000.00	53,000.00
10-4910-13000	INSURANCE STIPEND	1,200.00	1,200.00	1,200.00
Total ExpCategory: 100 - Salaries & Wages:		**181,200.00**	**187,200.00**	**187,200.00**
ExpCategory: 150 - Employee Benefits				
10-4910-18100	FICA	13,500.00	14,300.00	14,300.00
10-4910-18200	RETIREMENT	16,000.00	18,400.00	18,400.00
10-4910-18300	HEALTH INSURANCE	18,000.00	16,500.00	16,500.00
10-4910-18302	RETIREE HEALTH INSURANCE	14,000.00	14,000.00	14,000.00
10-4910-18400	LIFE INSURANCE	200.00	200.00	200.00
10-4910-18600	WORKER'S COMP INS	4,500.00	4,500.00	4,500.00
10-4910-18700	DENTAL INSURANCE	1,000.00	800.00	800.00
10-4910-18900	TRAVEL ALLOWANCE	4,400.00	4,200.00	4,200.00
Total ExpCategory: 150 - Employee Benefits:		**71,600.00**	**72,900.00**	**72,900.00**
ExpCategory: 190 - Professional Services				
10-4910-19200	LEGAL	10,000.00	30,000.00	30,000.00
10-4910-19900	CONSULTING FEES/CONTRACTED SERVICES	40,000.00	40,000.00	40,000.00
Total ExpCategory: 190 - Professional Services:		**50,000.00**	**70,000.00**	**70,000.00**
ExpCategory: 200 - Supplies & Materials				
10-4910-20000	SUPPLIES	1,500.00	500.00	1,500.00
10-4910-25100	GAS & OIL	600.00	600.00	500.00
10-4910-26000	OFFICE	2,500.00	2,500.00	2,500.00
Total ExpCategory: 200 - Supplies & Materials:		**4,600.00**	**3,600.00**	**4,500.00**
ExpCategory: 300 - Current Obligations & Services				
10-4910-32500	POSTAGE	500.00	500.00	500.00
10-4910-35200	EQUIPMENT REPAIRS	500.00	500.00	500.00
10-4910-37000	ADVERTISING	600.00	2,400.00	2,000.00
10-4910-39500	TRAINING/TRAVEL	8,000.00	8,000.00	8,000.00
Total ExpCategory: 300 - Current Obligations & Services:		**9,600.00**	**11,400.00**	**11,000.00**
ExpCategory: 400 - Fixed Charges & Services				
10-4910-43900	EQUIPMENT RENTAL/LEASE	3,000.00	3,000.00	3,000.00
10-4910-44000	COMPUTER EXPENSE/MAINTENANCE	1,500.00	1,500.00	1,500.00
10-4910-48000	CONTRA-ADMINISTRATION	-16,040.00	-18,027.00	-18,027.00
10-4910-49100	DUES/SUBSCRIPTIONS/USER FEES	3,000.00	3,000.00	3,000.00
10-4910-49300	LICENSE & TITLE FEES	100.00	100.00	100.00
10-4910-49900	MISCELLANEOUS	350.00	350.00	350.00
Total ExpCategory: 400 - Fixed Charges & Services:		**-8,090.00**	**-10,077.00**	**-10,077.00**
ExpCategory: 500 - Capital Outlay & Equipment				
10-4910-50000	CAPITAL EXPENSE	105,000.00	100,000.00	100,000.00
10-4910-59900	MISCELLANEOUS EQUIPMENT	1,500.00	1,500.00	1,500.00
Total ExpCategory: 500 - Capital Outlay & Equipment:		**106,500.00**	**101,500.00**	**101,500.00**
ExpCategory: 600 - Contracts, Grants, Subsidies				
10-4910-68000	PLANNING BOARD CONTRACT	5,500.00	5,500.00	5,500.00
Total ExpCategory: 600 - Contracts, Grants, Subsidies:		**5,500.00**	**5,500.00**	**5,500.00**
Total Department: 4910 - Planning and Zoning:		**420,910.00**	**442,023.00**	**442,523.00**
Department: 4930 - Business & Community Development				
ExpCategory: 100 - Salaries & Wages				
10-4930-12100	SALARIES	75,500.00	77,000.00	40,000.00

10-4930-13000	INSURANCE STIPEND	600.00	600.00	300.00
Total ExpCategory: 100 - Salaries & Wages:		**76,100.00**	**77,600.00**	**40,300.00**
ExpCategory: 150 - Employee Benefits				
10-4930-18100	FICA	5,800.00	6,000.00	3,200.00
10-4930-18200	RETIREMENT	9,800.00	10,700.00	5,600.00
10-4930-18300	HEALTH INSURANCE	8,500.00	8,200.00	4,100.00
10-4930-18400	LIFE INSURANCE	100.00	100.00	500.00
10-4930-18600	WORKER'S COMP INS	1,200.00	1,200.00	1,200.00
10-4930-18700	DENTAL INSURANCE	360.00	350.00	175.00
10-4930-18900	TRAVEL ALLOWANCE	4,200.00	4,200.00	2,100.00
Total ExpCategory: 150 - Employee Benefits:		**29,960.00**	**30,750.00**	**16,875.00**
ExpCategory: 190 - Professional Services				
10-4930-19900	CONSULTING FEES/CONTRACTED SERVICES	2,000.00	1,000.00	0.00
Total ExpCategory: 190 - Professional Services:		**2,000.00**	**1,000.00**	**0.00**
ExpCategory: 200 - Supplies & Materials				
10-4930-20000	SUPPLIES	500.00	250.00	250.00
10-4930-26000	OFFICE	500.00	500.00	250.00
Total ExpCategory: 200 - Supplies & Materials:		**1,000.00**	**750.00**	**500.00**
ExpCategory: 300 - Current Obligations & Services				
10-4930-32101	TELECOMMUNICATIONS SERVICES	1,500.00	1,650.00	1,650.00
10-4930-32300	SECURITY SERVICES	500.00	500.00	500.00
10-4930-37101	COUNTY SOLID WASTE FEES	115.00	120.00	120.00
10-4930-39500	TRAINING/TRAVEL	1,500.00	1,000.00	500.00
Total ExpCategory: 300 - Current Obligations & Services:		**3,615.00**	**3,270.00**	**2,770.00**
ExpCategory: 400 - Fixed Charges & Services				
10-4930-43900	EQUIPMENT RENTAL/LEASE	1,400.00	2,250.00	2,250.00
10-4930-49100	DUES/SUBSCRIPTIONS/USER FEES	3,500.00	3,500.00	3,500.00
10-4930-49300	LICENSE & TITLE FEES	1,500.00	1,500.00	1,500.00
10-4930-49900	MISCELLANEOUS	450.00	0.00	0.00
Total ExpCategory: 400 - Fixed Charges & Services:		**6,850.00**	**7,250.00**	**7,250.00**
ExpCategory: 500 - Capital Outlay &				
10-4930-59900	MISCELLANEOUS EQUIPMENT	750.00	500.00	0.00
Total ExpCategory: 500 - Capital Outlay & Equipment:		**750.00**	**500.00**	**0.00**
ExpCategory: 600 - Contracts, Grants, Subsidies				
10-4930-68200	CENTRAL BUSINESS DEV. ENHANCEMENTS	50,000.00	0.00	0.00
10-4930-68300	PROMOTIONS/MARKETING	25,000.00	20,000.00	10,000.00
10-4930-69100	INCENTIVE GRANTS EXPENSE	25,000.00	50,000.00	50,000.00
Total ExpCategory: 600 - Contracts, Grants, Subsidies:		**100,000.00**	**70,000.00**	**60,000.00**
Total Department: 4930 - Business & Community Development:		**220,275.00**	**191,120.00**	**127,695.00**
Department:6100 - Recreation				
ExpCategory: 100 - Salaries & Wages				
10-6100-12100	SALARIES	440,000.00	348,000.00	348,000.00
10-6100-12300	OVERTIME	10,000.00	10,000.00	10,000.00
10-6100-12600	PART-TIME SALARIES	95,000.00	95,000.00	95,000.00
10-6100-12601	PART-TIME SEASONAL	65,000.00	65,000.00	65,000.00
10-6100-13000	INSURANCE STIPEND	4,800.00	4,200.00	4,200.00
Total ExpCategory: 100 - Salaries & Wages:		**614,800.00**	**522,200.00**	**522,200.00**
ExpCategory: 150 - Employee Benefits				
10-6100-18100	FICA	50,000.00	41,000.00	41,000.00
10-6100-18200	RETIREMENT	57,000.00	50,500.00	50,500.00
10-6100-18300	HEALTH INSURANCE	72,000.00	58,000.00	58,000.00
10-6100-18302	RETIREE HEALTH INSURANCE	10,000.00	0.00	0.00
10-6100-18400	LIFE INSURANCE	550.00	500.00	500.00
10-6100-18600	WORKER'S COMP INS	17,000.00	20,000.00	20,000.00
10-6100-18700	DENTAL INSURANCE	4,000.00	3,100.00	3,100.00
Total ExpCategory: 150 - Employee Benefits:		**210,550.00**	**173,100.00**	**173,100.00**
ExpCategory: 190 - Professional Services				
10-6100-19900	CONSULTING FEES/CONTRACTED SERVICES	2,000.00	3,000.00	3,000.00
Total ExpCategory: 190 - Professional Services:		**2,000.00**	**3,000.00**	**3,000.00**
ExpCategory: 200 - Supplies & Materials				

10-6100-20000	SUPPLIES	16,000.00	15,000.00	15,000.00
10-6100-20001	CUSTODIAL SUPPLIES	7,000.00	8,000.00	8,000.00
10-6100-20100	TOOLS AND SMALL EQUIPMENT	0.00	500.00	500.00
10-6100-21200	UNIFORMS	4,000.00	4,000.00	4,000.00
10-6100-21300	PERSONAL PROTECTIVE EQUIP (PPE)	2,000.00	1,750.00	1,750.00
10-6100-22000	VENDING & CONCESSIONS	15,000.00	16,500.00	16,500.00
10-6100-25100	GAS & OIL	13,000.00	11,500.00	11,500.00
10-6100-29500	SPORTS PROGRAMS	95,000.00	95,000.00	95,000.00
Total ExpCategory: 200 - Supplies & Materials:		**152,000.00**	**152,250.00**	**152,250.00**
ExpCategory: 300 - Current Obligations & Services				
10-6100-32300	SECURITY SERVICES	2,000.00	1,500.00	1,500.00
10-6100-33100	ELECTRICITY	48,000.00	48,000.00	48,000.00
10-6100-33800	STREET LIGHTING	10,000.00	9,000.00	10,000.00
10-6100-35000	REPAIR PARTS & MATERIALS	1,500.00	1,500.00	1,500.00
10-6100-35100	BUILDING MAINTENANCE	45,000.00	42,000.00	45,000.00
10-6100-35200	EQUIPMENT REPAIRS	3,000.00	3,000.00	3,000.00
10-6100-35201	VEHICLE MAINTENANCE & REPAIRS	2,000.00	1,500.00	1,500.00
10-6100-35900	PARKS & TRAIL MAINTENANCE	30,000.00	30,000.00	30,000.00
10-6100-35901	PARKS & TRAILS LANDSCAPING FUND	10,000.00	10,000.00	10,000.00
10-6100-36000	VETERANS BANNER PROJECT	5,000.00	5,000.00	4,000.00
10-6100-37101	COUNTY SOLID WASTE FEES	460.00	480.00	600.00
10-6100-39500	TRAINING/TRAVEL	3,000.00	3,000.00	3,000.00
Total ExpCategory: 300 - Current Obligations & Services:		**159,960.00**	**154,980.00**	**158,100.00**
ExpCategory: 400 - Fixed Charges & Services				
10-6100-43900	EQUIPMENT RENTAL/LEASE	3,500.00	3,000.00	3,500.00
10-6100-44000	COMPUTER EXP/MAINT/SOFTWARE	0.00	2,500.00	2,500.00
10-6100-49100	DUES/SUBSCRIPTIONS/USER FEES	7,000.00	6,500.00	6,500.00
10-6100-49300	LICENSE & TITLE FEES	200.00	200.00	200.00
10-6100-49500	SAFETY	0.00	750.00	750.00
10-6100-49900	MISCELLANEOUS	3,000.00	3,000.00	3,000.00
Total ExpCategory: 400 - Fixed Charges & Services:		**13,700.00**	**15,950.00**	**16,450.00**
ExpCategory: 500 - Capital Outlay & Equipment				
10-6100-50000	CAPITAL EXPENSE	142,000.00	137,000.00	200,000.00
10-6100-59900	MISCELLANEOUS EQUIPMENT	6,000.00	5,000.00	5,000.00
Total ExpCategory: 500 - Capital Outlay & Equipment:		**148,000.00**	**142,000.00**	**205,000.00**
ExpCategory: 600 - Contracts, Grants, Subsidies				
10-6100-67902	BACKGROUND/CREDIT REPORT FEES	3,600.00	3,800.00	4,000.00
Total ExpCategory: 600 - Contracts, Grants, Subsidies:		**3,600.00**	**3,800.00**	**4,000.00**
10-6100-99100	CONTINGENCY	0.00	3,000.00	0.00
Total ExpCategory: 900 - Inventory/Interfund Transfer:		**0.00**	**3,000.00**	**0.00**
Total Department: 6100 - Recreation:		**1,304,610.00**	**1,170,280.00**	**1,234,100.00**
Total Fund: 10 - General Fund:		**15,940,785.00**	**17,931,772.00**	**17,482,008.00**
Fund: 27 - Powell Bill Fund				
Department: 4550 - Powell Bill				
ExpCategory: 500 - Capital Outlay & Equipment				
27-4550-59000	POWELL BILL-STREETS	166,300.00	167,405.00	167,405.00
Total ExpCategory: 500 - Capital Outlay & Equipment:		**166,300.00**	**167,405.00**	**167,405.00**
ExpCategory: 700 - Debt Service				
27-4550-73500	BANK LOAN PRINCIPAL	35,200.00	36,185.00	36,185.00
27-4550-74500	BANK LOAN INTEREST	4,500.00	3,410.00	3,410.00
Total ExpCategory: 700 - Debt Service:		**39,700.00**	**39,595.00**	**39,595.00**
ExpCategory: 900 - Inventory/Interfund Transfer				
27-4550-98000	REIMBURSE-GENERAL FUND	120,000.00	120,000.00	120,000.00
Total ExpCategory: 900 - Inventory/Interfund Transfer:		**120,000.00**	**120,000.00**	**120,000.00**
Total Department: 4550 - Powell Bill:		**326,000.00**	**327,000.00**	**327,000.00**
Total Fund: 27 - Powell Bill Fund:		**326,000.00**	**327,000.00**	**327,000.00**
Fund: 61 - Water and Sewer Fund				
Department: 7100 - Water Treatment				

ExpCategory: 100 - Salaries & Wages				
61-7100-12100	SALARIES	570,000.00	460,000.00	460,000.00
61-7100-12300	OVERTIME	60,000.00	70,000.00	70,000.00
61-7100-12600	PART-TIME SALARIES	35,000.00	35,000.00	35,000.00
61-7100-13000	INSURANCE STIPEND	6,600.00	6,000.00	6,000.00
Total ExpCategory: 100 - Salaries & Wages:		**671,600.00**	**571,000.00**	**571,000.00**
ExpCategory: 150 - Employee Benefits				
61-7100-18100	FICA	50,000.00	43,500.00	43,500.00
61-7100-18200	RETIREMENT	69,000.00	74,000.00	74,000.00
61-7100-18300	HEALTH INSURANCE	95,000.00	82,000.00	82,000.00
61-7100-18301	OPEB RETIREE HEALTH	30,000.00	30,000.00	30,000.00
61-7100-18302	RETIREE HEALTH INSURANCE	80,000.00	70,000.00	70,000.00
61-7100-18400	LIFE INSURANCE	750.00	650.00	650.00
61-7100-18600	WORKER'S COMP INS	9,500.00	10,000.00	10,000.00
61-7100-18700	DENTAL INSURANCE	6,200.00	4,500.00	4,500.00
Total ExpCategory: 150 - Employee Benefits:		**340,450.00**	**314,650.00**	**314,650.00**
ExpCategory: 190 - Professional Services				
61-7100-19900	CONSULTING FEES/CONTRACTED SERVICES	2,500.00	22,000.00	22,000.00
Total ExpCategory: 190 - Professional Services:		**2,500.00**	**22,000.00**	**22,000.00**
ExpCategory: 200 - Supplies & Materials				
61-7100-20000	SUPPLIES	15,000.00	15,000.00	15,000.00
61-7100-20001	CUSTODIAL SUPPLIES	5,000.00	3,000.00	3,000.00
61-7100-20100	TOOLS AND SMALL EQUIPMENT	0.00	5,000.00	5,000.00
61-7100-20300	CHEMICALS	200,000.00	235,000.00	235,000.00
61-7100-21200	UNIFORMS	5,000.00	5,000.00	5,000.00
61-7100-21300	PERSONAL PROTECTIVE EQUIP (PPE)	2,500.00	2,500.00	2,500.00
61-7100-25100	GAS & OIL	3,600.00	4,500.00	4,500.00
61-7100-26000	OFFICE	2,000.00	2,000.00	2,000.00
Total ExpCategory: 200 - Supplies & Materials:		**233,100.00**	**272,000.00**	**272,000.00**
ExpCategory: 300 - Current Obligations & Services				
61-7100-32100	TELEPHONE	17,500.00	17,500.00	17,500.00
61-7100-32101	TELECOMMUNICATIONS SERVICES	2,000.00	2,000.00	2,000.00
61-7100-32500	POSTAGE	2,000.00	2,000.00	2,000.00
61-7100-33100	ELECTRICITY	255,000.00	255,000.00	255,000.00
61-7100-33200	GENERATOR FUEL	20,000.00	20,000.00	20,000.00
61-7100-33900	PUMPS/TANKS/LIFT STATIONS ELECTRICITY	23,000.00	23,000.00	23,000.00
61-7100-35000	REPAIR PARTS & MATERIALS	5,000.00	5,000.00	5,000.00
61-7100-35100	BUILDING MAINTENANCE	15,000.00	15,000.00	15,000.00
61-7100-35101	GROUNDS MAINTENANCE	5,000.00	5,000.00	5,000.00
61-7100-35200	EQUIPMENT REPAIRS	40,000.00	40,000.00	40,000.00
61-7100-35201	VEHICLE MAINTENANCE & REPAIRS	2,000.00	2,000.00	2,000.00
61-7100-37101	COUNTY SOLID WASTE FEES	150.00	150.00	150.00
61-7100-39500	TRAINING/TRAVEL	4,000.00	4,000.00	4,000.00
61-7100-39600	CHEMICAL ANALYSIS	14,000.00	14,000.00	14,000.00
Total ExpCategory: 300 - Current Obligations & Services:		**404,650.00**	**404,650.00**	**404,650.00**
ExpCategory: 400 - Fixed Charges & Services				
61-7100-43900	EQUIPMENT RENTAL/LEASE	2,500.00	2,500.00	2,500.00
61-7100-44000	COMPUTER EXPENSE/MAINTENANCE	1,500.00	1,500.00	1,500.00
61-7100-44570	TECHNOLOGY SERVICES	3,000.00	3,000.00	3,000.00
61-7100-49100	DUES/SUBSCRIPTIONS/USER FEES	12,000.00	12,000.00	12,000.00
61-7100-49500	SAFETY	2,200.00	5,000.00	5,000.00
61-7100-49900	MISCELLANEOUS	2,500.00	2,500.00	2,500.00
Total ExpCategory: 400 - Fixed Charges & Services:		**23,700.00**	**26,500.00**	**26,500.00**
ExpCategory: 500 - Capital Outlay & Equipment				
61-7100-50000	CAPITAL EXPENSE	290,000.00	167,000.00	167,000.00
61-7100-59900	MISCELLANEOUS EQUIPMENT	14,000.00	14,000.00	14,000.00
Total ExpCategory: 500 - Capital Outlay & Equipment:		**304,000.00**	**181,000.00**	**181,000.00**
ExpCategory: 600 - Contracts, Grants, Subsidies				
61-7100-62900	WATER SERVICE CONTRACT	185,000.00	185,000.00	185,000.00
Total ExpCategory: 600 - Contracts, Grants, Subsidies:		**185,000.00**	**185,000.00**	**185,000.00**
ExpCategory: 700 - Debt Service				
61-7100-73100	ENTERPRISE VEHICLES LEASE	15,000.00	15,000.00	15,000.00
Total ExpCategory: 700 - Debt Service:		**15,000.00**	**15,000.00**	**15,000.00**

ExpCategory: 900 - Inventory/Interfund Transfer				
61-7100-99100	CONTINGENCY	10,000.00	100,000.00	75,157.00
Total ExpCategory: 900 - Inventory/Interfund Transfer:		**10,000.00**	**100,000.00**	**75,157.00**
Total Department: 7100 - Water Treatment:		**2,190,000.00**	**2,091,800.00**	**2,066,957.00**
Department: 7110 - Distribution & Collection				
ExpCategory: 100 - Salaries & Wages				
61-7110-12100	SALARIES	695,000.00	770,000.00	791,250.00
61-7110-12300	OVERTIME	60,000.00	65,000.00	65,000.00
61-7110-13000	INSURANCE STIPEND	8,400.00	8,100.00	8,298.00
Total ExpCategory: 100 - Salaries & Wages:		**763,400.00**	**843,100.00**	**864,548.00**
ExpCategory: 150 - Employee Benefits				
61-7110-18100	FICA	57,000.00	64,000.00	61,645.00
61-7110-18200	RETIREMENT	95,500.00	116,000.00	118,935.00
61-7110-18300	HEALTH INSURANCE	128,000.00	123,000.00	125,675.00
61-7110-18301	OPEB RETIREE HEALTH	35,000.00	35,000.00	35,000.00
61-7110-18302	RETIREE HEALTH INSURANCE	35,000.00	33,000.00	33,000.00
61-7110-18400	LIFE INSURANCE	1,000.00	950.00	975.00
61-7110-18600	WORKER'S COMP INS	15,000.00	15,000.00	15,000.00
61-7110-18700	DENTAL INSURANCE	7,500.00	7,500.00	7,615.00
61-7110-18900	TRAVEL ALLOWANCE	2,500.00	2,400.00	2,400.00
Total ExpCategory: 150 - Employee Benefits:		**376,500.00**	**396,850.00**	**400,245.00**
ExpCategory: 190 - Professional Services				
61-7110-19900	CONSULTING FEES/CONTRACTED SERVICES	15,000.00	15,000.00	15,000.00
Total ExpCategory: 190 - Professional Services:		**15,000.00**	**15,000.00**	**15,000.00**
ExpCategory: 200 - Supplies & Materials				
61-7110-20000	SUPPLIES	300,000.00	400,000.00	400,000.00
61-7110-21200	UNIFORMS	5,000.00	5,000.00	5,000.00
61-7110-21300	PERSONAL PROTECTIVE EQUIP (PPE)	3,000.00	3,000.00	3,000.00
61-7110-25100	GAS & OIL	32,000.00	32,000.00	32,000.00
Total ExpCategory: 200 - Supplies & Materials:		**340,000.00**	**440,000.00**	**440,000.00**
ExpCategory: 300 - Current Obligations & Services				
61-7110-32100	TELEPHONE	25,000.00	25,000.00	25,000.00
61-7110-32500	POSTAGE	25,000.00	25,000.00	25,000.00
61-7110-33100	ELECTRICITY	20,000.00	20,000.00	20,000.00
61-7110-33900	PUMPS/TANKS/LIFT STATIONS ELECTRICITY	25,000.00	25,000.00	25,000.00
61-7110-35000	REPAIR PARTS & MATERIALS	5,000.00	5,000.00	5,000.00
61-7110-35100	BUILDING MAINTENANCE	1,000.00	1,000.00	1,000.00
61-7110-35200	EQUIPMENT REPAIRS	50,000.00	50,000.00	50,000.00
61-7110-35201	VEHICLE MAINTENANCE & REPAIRS	6,000.00	6,000.00	6,000.00
61-7110-37101	COUNTY SOLID WASTE FEES	200.00	200.00	200.00
61-7110-39000	METER TESTING	1,000.00	1,000.00	1,000.00
61-7110-39500	TRAINING/TRAVEL	6,000.00	10,000.00	10,000.00
Total ExpCategory: 300 - Current Obligations & Services:		**164,200.00**	**168,200.00**	**168,200.00**
ExpCategory: 400 - Fixed Charges & Services				
61-7110-44000	COMPUTER EXPENSE/MAINTENANCE	2,500.00	2,500.00	2,500.00
61-7110-44570	TECHNOLOGY SERVICES	2,000.00	2,000.00	2,000.00
61-7110-49100	DUES/SUBSCRIPTIONS/USER FEES	5,000.00	5,000.00	5,000.00
61-7110-49300	LICENSE & TITLE FEES	4,000.00	4,000.00	4,000.00
61-7110-49500	SAFETY	1,000.00	1,000.00	1,000.00
61-7110-49900	MISCELLANEOUS	6,000.00	6,000.00	6,000.00
Total ExpCategory: 400 - Fixed Charges & Services:		**20,500.00**	**20,500.00**	**20,500.00**
ExpCategory: 500 - Capital Outlay & Equipment				
61-7110-50000	CAPITAL EXPENSE	351,000.00	510,000.00	510,000.00
61-7110-59600	SYSTEM MAINTENANCE	130,000.00	130,000.00	130,000.00
61-7110-59900	MISCELLANEOUS EQUIPMENT	18,000.00	18,000.00	18,000.00
Total ExpCategory: 500 - Capital Outlay & Equipment:		**499,000.00**	**658,000.00**	**658,000.00**
ExpCategory: 600 - Contracts, Grants, Subsidies				
61-7110-62900	WATER SERVICE CONTRACT	1,000.00	1,000.00	1,000.00
Total ExpCategory: 600 - Contracts, Grants, Subsidies:		**1,000.00**	**1,000.00**	**1,000.00**
ExpCategory: 700 - Debt Service				
61-7110-73100	ENTERPRISE VEHICLES LEASE	43,000.00	43,000.00	43,000.00

Total ExpCategory: 700 - Debt Service:		**43,000.00**	**43,000.00**	**43,000.00**
ExpCategory: 900 - Inventory/Interfund Transfer				
61-7110-99100 CONTINGENCY	CONTINGENCY	10,000.00	100,000.00	100,000.00
Total ExpCategory: 900 - Inventory/Interfund Transfer:		**10,000.00**	**100,000.00**	**100,000.00**
Total Department: 7110 - Distribution & Collection:		**2,232,600.00**	**2,685,650.00**	**2,710,493.00**
Department: 7120 - Wastewater Treatment				
ExpCategory: 100 - Salaries & Wages				
61-7120-12100	SALARIES	480,000.00	502,000.00	502,000.00
61-7120-12300	OVERTIME	70,000.00	75,000.00	75,000.00
61-7120-13000	INSURANCE STIPEND	5,400.00	5,400.00	5,400.00
Total ExpCategory: 100 - Salaries & Wages:		**555,400.00**	**582,400.00**	**582,400.00**
ExpCategory: 150 - Employee Benefits				
61-7120-18100	FICA	40,000.00	44,200.00	44,200.00
61-7120-18200	RETIREMENT	70,000.00	80,000.00	80,000.00
61-7120-18300	HEALTH INSURANCE	84,000.00	80,000.00	80,000.00
61-7120-18301	OPEB RETIREE HEALTH	25,000.00	25,000.00	25,000.00
61-7120-18302	RETIREE HEALTH INSURANCE	75,000.00	16,000.00	16,000.00
61-7120-18400	LIFE INSURANCE	700.00	700.00	700.00
61-7120-18600	WORKER'S COMP INS	12,000.00	10,000.00	10,000.00
61-7120-18700	DENTAL INSURANCE	4,700.00	4,500.00	4,500.00
Total ExpCategory: 150 - Employee Benefits:		**311,400.00**	**260,400.00**	**260,400.00**
ExpCategory: 190 - Professional Services				
61-7120-19200	LEGAL	0.00	500.00	500.00
61-7120-19900	CONSULTING FEES/CONTRACTED SERVICES	2,000.00	1,000.00	1,000.00
Total ExpCategory: 190 - Professional Services:		**2,000.00**	**1,500.00**	**1,500.00**
ExpCategory: 200 - Supplies & Materials				
61-7120-20000	SUPPLIES	18,000.00	23,000.00	23,000.00
61-7120-20001	CUSTODIAL SUPPLIES	2,000.00	2,000.00	2,000.00
61-7120-20300	CHEMICALS	80,000.00	100,000.00	100,000.00
61-7120-21200	UNIFORMS	4,000.00	4,000.00	4,000.00
61-7120-21300	PERSONAL PROTECTIVE EQUIP (PPE)	2,000.00	2,000.00	2,000.00
61-7120-25100	GAS & OIL	5,000.00	6,500.00	6,500.00
61-7120-26000	OFFICE	1,000.00	1,000.00	1,000.00
61-7120-29800	HEAT EXCHANGER FUEL OIL	500.00	500.00	500.00
Total ExpCategory: 200 - Supplies & Materials:		**112,500.00**	**139,000.00**	**139,000.00**
ExpCategory: 300 - Current Obligations & Services				
61-7120-32100	TELEPHONE	17,300.00	17,300.00	17,300.00
61-7120-33100	ELECTRICITY	278,000.00	278,000.00	278,000.00
61-7120-33200	GENERATOR FUEL	4,000.00	4,000.00	4,000.00
61-7120-33400	NATURAL GAS	1,000.00	1,000.00	1,000.00
61-7120-35000	REPAIR PARTS & MATERIALS	10,000.00	10,000.00	10,000.00
61-7120-35100	BUILDING MAINTENANCE	15,000.00	15,000.00	15,000.00
61-7120-35101	GROUNDS MAINTENANCE	5,000.00	5,000.00	5,000.00
61-7120-35200	EQUIPMENT REPAIRS	60,000.00	75,000.00	75,000.00
61-7120-35201	VEHICLE MAINTENANCE & REPAIRS	2,000.00	2,000.00	2,000.00
61-7120-37101	COUNTY SOLID WASTE FEES	115.00	115.00	115.00
61-7120-39500	TRAINING/TRAVEL	4,000.00	4,000.00	4,000.00
61-7120-39600	CHEMICAL ANALYSIS	21,000.00	21,000.00	21,000.00
61-7120-39700	SLUDGE REMOVAL	225,000.00	225,000.00	225,000.00
Total ExpCategory: 300 - Current Obligations & Services:		**642,415.00**	**657,415.00**	**657,415.00**
ExpCategory: 400 - Fixed Charges & Services				
61-7120-43900	EQUIPMENT RENTAL/LEASE	1,500.00	1,500.00	1,500.00
61-7120-44570	TECHNOLOGY SERVICES	2,000.00	2,000.00	2,000.00
61-7120-49100	DUES/SUBSCRIPTIONS/USER FEES	10,000.00	10,000.00	10,000.00
61-7120-49900	MISCELLANEOUS	3,500.00	3,500.00	3,500.00
Total ExpCategory: 400 - Fixed Charges & Services:		**17,000.00**	**17,000.00**	**17,000.00**
ExpCategory: 500 - Capital Outlay & Equipment				
61-7120-50000	CAPITAL EXPENSE	302,500.00	135,000.00	135,000.00
61-7120-59900	MISCELLANEOUS EQUIPMENT	10,000.00	13,000.00	13,000.00
Total ExpCategory: 500 - Capital Outlay & Equipment:		**312,500.00**	**148,000.00**	**148,000.00**
ExpCategory: 600 - Contracts, Grants, Subsidies				
61-7120-62900	WATER SERVICE CONTRACT	20,000.00	20,000.00	20,000.00

Total ExpCategory: 600 - Contracts, Grants, Subsidies:		**20,000.00**	**20,000.00**	**20,000.00**
ExpCategory: 700 - Debt Service				
61-7120-73100	ENTERPRISE VEHICLES LEASE	20,000.00	20,000.00	20,000.00
Total ExpCategory: 700 - Debt Service:		**20,000.00**	**20,000.00**	**20,000.00**
ExpCategory: 900 -				
61-7120-99100	CONTINGENCY	6,645.00	100,874.00	100,874.00
Total ExpCategory: 900 - Inventory/Interfund Transfer:		**6,645.00**	**100,874.00**	**100,874.00**
Total Department: 7120 - Wastewater Treatment:		**1,999,860.00**	**1,946,589.00**	**1,946,589.00**
Department: 7130 - Water/Sewer Intangibles				
ExpCategory: 150 - Employee Benefits				
61-7130-19300	HEALTH ADMIN COST	10,000.00	10,000.00	10,000.00
Total ExpCategory: 150 - Employee Benefits:		**10,000.00**	**10,000.00**	**10,000.00**
ExpCategory: 300 - Current Obligations & Services				
61-7130-39800	ONLINE PAYMENTS FEE	15,000.00	0.00	0.00
61-7130-39801	E-CHECK PAYMENT FEES	725.00	700.00	700.00
61-7130-39900	CREDIT CARD EXPENSE	94,500.00	90,000.00	90,000.00
Total ExpCategory: 300 - Current Obligations & Services:		**110,225.00**	**90,700.00**	**90,700.00**
ExpCategory: 400 - Fixed Charges & Services				
61-7130-44000	COMPUTER EXPENSE/MAINTENANCE	0.00	30,000.00	30,000.00
61-7130-45000	PROPERTY & CASUALTY INS	80,000.00	85,000.00	85,000.00
61-7130-45001	CLAIMS-PROPERTY & CASUALTY	0.00	10,000.00	10,000.00
61-7130-49200	BAD DEBT EXPENSE	70,000.00	70,000.00	70,000.00
61-7130-49800	ENTERPRISE ADMINISTRATION	769,822.00	856,779.00	856,779.00
61-7130-49900	MISCELLANEOUS	400.00	400.00	400.00
Total ExpCategory: 400 - Fixed Charges & Services:		**920,222.00**	**1,052,179.00**	**1,052,179.00**
ExpCategory: 700 - Debt Service				
61-7130-71400	SMART METER LOAN	352,269.00	374,100.00	374,100.00
61-7130-72400	SMART METER INTEREST	44,852.00	23,100.00	23,100.00
61-7130-73500	BANK LOAN PRINCIPAL	19,700.00	38,900.00	38,900.00
61-7130-74500	BANK LOAN INTEREST	4,000.00	12,700.00	12,700.00
Total ExpCategory: 700 - Debt Service:		**420,821.00**	**448,800.00**	**448,800.00**
ExpCategory: 900 - Inventory/Interfund Transfer				
61-7130-98001	PSC PROJECT	0.00	284,000.00	284,000.00
61-7130-98500	PILOT EXPENSE	389,222.00	373,782.00	373,782.00
Total ExpCategory: 900 - Inventory/Interfund Transfer:		**389,222.00**	**657,782.00**	**657,782.00**
Total Department: 7130 - Water/Sewer Intangibles:		**1,850,490.00**	**2,259,461.00**	**2,259,461.00**
Total Fund: 61 - Water and Sewer Fund:		**8,272,950.00**	**8,983,500.00**	**8,983,500.00**
Fund: 63 - Electric Fund				
Department: 7200 - Electric				
ExpCategory: 100 - Salaries & Wages				
63-7200-12100	SALARIES	605,000.00	652,500.00	673,570.00
63-7200-12300	OVERTIME	35,000.00	35,000.00	35,000.00
63-7200-12600	PART-TIME SALARIES	25,000.00	26,000.00	26,000.00
63-7200-13000	INSURANCE STIPEND	6,000.00	6,000.00	6,198.00
Total ExpCategory: 100 - Salaries & Wages:		**671,000.00**	**719,500.00**	**740,768.00**
ExpCategory: 150 - Employee Benefits				
63-7200-18100	FICA	50,000.00	55,000.00	56,643.00
63-7200-18200	RETIREMENT	80,000.00	95,000.00	97,935.00
63-7200-18300	HEALTH INSURANCE	95,000.00	93,000.00	95,675.00
63-7200-18301	OPEB RETIREE HEALTH	6,000.00	6,000.00	6,000.00
63-7200-18302	RETIREE HEALTH INSURANCE	25,000.00	17,000.00	17,000.00
63-7200-18400	LIFE INSURANCE	700.00	700.00	725.00
63-7200-18600	WORKER'S COMP INS	15,000.00	20,000.00	20,000.00
63-7200-18700	DENTAL INSURANCE	5,500.00	5,500.00	5,615.00
63-7200-18900	TRAVEL ALLOWANCE	2,500.00	2,500.00	2,500.00
63-7200-19300	HEALTH ADMIN COST	4,500.00	4,000.00	4,000.00
Total ExpCategory: 150 - Employee Benefits:		**284,200.00**	**298,700.00**	**306,093.00**
ExpCategory: 190 - Professional Services				

63-7200-19200	LEGAL	1,000.00	1,000.00	1,000.00
63-7200-19900	CONSULTING FEES/CONTRACTED SERVICES	20,000.00	100,000.00	100,000.00
Total ExpCategory: 190 - Professional Services:		**21,000.00**	**101,000.00**	**101,000.00**
ExpCategory: 200 - Supplies & Materials				
63-7200-20000	SUPPLIES	120,000.00	120,000.00	120,000.00
63-7200-20100	TOOLS AND SMALL EQUIPMENT	0.00	2,000.00	2,000.00
63-7200-21200	UNIFORMS	9,000.00	9,000.00	9,000.00
63-7200-21300	PERSONAL PROTECTIVE EQUIP (PPE)	4,000.00	4,000.00	4,000.00
63-7200-25100	GAS & OIL	12,000.00	12,000.00	12,000.00
Total ExpCategory: 200 - Supplies & Materials:		**145,000.00**	**147,000.00**	**147,000.00**
ExpCategory: 300 - Current Obligations & Services				
63-7200-32100	TELEPHONE	22,000.00	22,000.00	22,000.00
63-7200-32500	POSTAGE	11,000.00	11,000.00	11,000.00
63-7200-33000	POWER SECURE EXPENSES	70,000.00	70,000.00	70,000.00
63-7200-33100	ELECTRICITY	4,500,000.00	4,000,000.00	4,000,000.00
63-7200-33300	ELECTRICITY-REPS CHARGES	60,000.00	60,000.00	60,000.00
63-7200-33400	NATURAL GAS	4,500.00	4,500.00	4,500.00
63-7200-33700	SALES TAX DISTRIBUTION	35,000.00	35,000.00	35,000.00
63-7200-33800	STREET LIGHTING	95,000.00	110,000.00	110,000.00
63-7200-35000	REPAIR PARTS & MATERIALS	5,000.00	5,000.00	5,000.00
63-7200-35100	BUILDING MAINTENANCE	15,000.00	10,000.00	10,000.00
63-7200-35101	GROUNDS MAINTENANCE	5,000.00	5,000.00	5,000.00
63-7200-35200	EQUIPMENT REPAIRS	20,000.00	20,000.00	20,000.00
63-7200-35201	VEHICLE MAINTENANCE & REPAIRS	1,000.00	1,000.00	1,000.00
63-7200-37101	COUNTY SOLID WASTE FEES	100.00	100.00	100.00
63-7200-39000	METER TESTING	5,000.00	3,000.00	3,000.00
63-7200-39500	TRAINING/TRAVEL	10,000.00	10,000.00	10,000.00
63-7200-39801	E-CHECK PAYMENT FEES	1,000.00	1,000.00	1,000.00
63-7200-39900	CREDIT CARD EXPENSE	65,000.00	95,000.00	95,000.00
Total ExpCategory: 300 - Current Obligations & Services:		**4,924,600.00**	**4,462,600.00**	**4,462,600.00**
ExpCategory: 400 - Fixed Charges & Services				
63-7200-43900	EQUIPMENT RENTAL/LEASE	5,000.00	5,000.00	5,000.00
63-7200-44000	COMPUTER EXPENSE/MAINTENANCE	20,000.00	35,000.00	35,000.00
63-7200-44570	TECHNOLOGY SERVICES	6,000.00	6,000.00	6,000.00
63-7200-45000	PROPERTY & CASUALTY INS	40,000.00	45,000.00	45,000.00
63-7200-48900	ELECTRICITIES DUES	12,000.00	15,000.00	15,000.00
63-7200-49100	DUES/SUBSCRIPTIONS/USER FEES	500.00	500.00	500.00
63-7200-49200	BAD DEBT EXPENSE	60,000.00	60,000.00	60,000.00
63-7200-49300	LICENSE & TITLE FEES	500.00	500.00	500.00
63-7200-49500	SAFETY	0.00	1,000.00	1,000.00
63-7200-49700	DIRECT SERVICE ALLOCATIONS	1,000.00	1,000.00	1,000.00
63-7200-49800	ENTERPRISE ADMINISTRATION	655,774.00	729,848.00	729,848.00
63-7200-49900	MISCELLANEOUS	15,000.00	15,000.00	15,000.00
Total ExpCategory: 400 - Fixed Charges & Services:		**815,774.00**	**913,848.00**	**913,848.00**
ExpCategory: 500 - Capital Outlay & Equipment				
63-7200-50000	CAPITAL EXPENSE	460,000.00	300,000.00	300,000.00
63-7200-59600	SYSTEM MAINTENANCE	300,000.00	350,000.00	350,000.00
63-7200-59900	MISCELLANEOUS EQUIPMENT	13,000.00	15,000.00	15,000.00
Total ExpCategory: 500 - Capital Outlay & Equipment:		**773,000.00**	**665,000.00**	**665,000.00**
ExpCategory: 600 - Contracts, Grants, Subsidies				
63-7200-64000	CONTRIB RESERV RATES STABLIZ	25,000.00	25,000.00	25,000.00
63-7200-69100	INCENTIVE GRANTS EXPENSE	100,000.00	150,000.00	150,000.00
Total ExpCategory: 600 - Contracts, Grants, Subsidies:		**125,000.00**	**175,000.00**	**175,000.00**
ExpCategory: 700 - Debt Service				
63-7200-73100	ENTERPRISE VEHICLES LEASE	6,000.00	20,000.00	20,000.00
Total ExpCategory: 700 - Debt Service:		**6,000.00**	**20,000.00**	**20,000.00**
ExpCategory: 900 - Inventory/Interfund Transfer				
63-7200-98500	PILOT EXPENSE	30,465.00	34,476.00	34,476.00
63-7200-99100	CONTINGENCY	126,690.00	340,301.00	311,640.00
Total ExpCategory: 900 - Inventory/Interfund Transfer:		**157,155.00**	**374,777.00**	**346,116.00**
Total Department: 7200 - Electric:		**7,922,729.00**	**7,877,425.00**	**7,877,425.00**
Total Fund: 63 - Electric Fund:		**7,922,729.00**	**7,877,425.00**	**7,877,425.00**
Report Total:		**32,462,464.00**	**35,119,697.00**	**34,669,933.00**

Lincolnton NC
Near the City. Near the Mountains. Near Perfect.

Proposed Budget Revenues

For Fiscal: 2024-2025 FYE 06/30/2025

Account Number	Account Name	2023-2024 Approved	2024-2025 Dept Req	2024-2025 Mgr Rec
Fund: 10 - General Fund				
10-3100-00000	AD VALOREM LEVY	7,050,000.00	7,556,764.00	7,300,000.00
10-3110-00000	PRIOR YEAR TAXES	50,000.00	50,000.00	50,000.00
10-3113-00020	BOGER CITY FIRE TAX	1,477,000.00	1,610,000.00	1,510,000.00
10-3115-00000	NC VEHICLE TAX SYSTEM (NCVTS)	530,000.00	550,000.00	540,000.00
10-3116-00000	NCVTS-LICENSE FEE	175,000.00	175,000.00	175,000.00
10-3120-00000	DISCOUNT ON TAXES	-110,000.00	-110,000.00	-110,000.00
10-3130-00000	INTEREST ON TAXES	20,000.00	20,000.00	20,000.00
10-3200-00000	LEASE/RENTAL VEHICLE TAX	22,000.00	30,000.00	30,000.00
10-3230-00000	LOCAL SALES & USE TAX	4,700,000.00	5,000,000.00	5,000,000.00
10-3311-00000	PILOT-HOUSING AUTHORITY	35,000.00	35,000.00	35,000.00
10-3317-00000	CONTROLLED SUBSTANCE TAX	4,000.00	4,000.00	4,000.00
10-3318-00000	FIREFIGHTERS RELIEF FUND TAX	4,000.00	2,000.00	2,000.00
10-3322-00000	ALCOHOL/BEVERAGE TAX	44,000.00	44,000.00	44,000.00
10-3324-00000	FRANCHISE TAX	800,000.00	800,000.00	800,000.00
10-3326-00000	SOLID WASTE DISPOSAL TAX	7,000.00	7,000.00	7,000.00
10-3330-00000	GRANTS-OTHER	5,000.00	5,000.00	5,000.00
10-3331-00000	PILOT-WATER & SEWER	366,384.00	373,782.00	373,782.00
10-3332-00000	PILOT-ELECTRIC	34,351.00	34,476.00	34,476.00
10-3334-00000	LEASE REVENUE-RESTAURANT	24,000.00	24,000.00	24,000.00
10-3336-00000	SRO REIMBURSEMENT	150,000.00	360,000.00	360,000.00
10-3340-00000	CEMETERY LOT SALES	30,000.00	35,000.00	35,000.00
10-3342-00000	OFFICERS FEES	3,000.00	2,500.00	2,500.00
10-3343-00000	PD INSPECTION FEES	1,800.00	2,000.00	2,000.00
10-3346-00000	PARKING VIOLATIONS	4,000.00	4,000.00	4,000.00
10-3352-00000	ZONING DEPARTMENT FEES	10,000.00	12,000.00	12,000.00
10-3434-00000	FIRE DEPARTMENT FEES	15,000.00	25,000.00	25,000.00
10-3471-00000	SOLID WASTE ROLLOUT CONTAINER	0.00	1,500.00	1,500.00
10-3600-00000	REC-ADMISSION & CONCESSION	35,000.00	30,000.00	30,000.00
10-3610-00000	REC-REGISTRATION & ENTRY FEES	85,000.00	100,000.00	100,000.00
10-3610-00100	REC-SPONSORSHIPS	0.00	1,500.00	1,500.00
10-3620-00000	REC-VENDING MACHINE INCOME	3,000.00	3,000.00	3,000.00
10-3625-00000	REC-RENTAL FEES	7,000.00	7,000.00	7,000.00
10-3628-00000	BC&D-EVENT FEE	2,000.00	3,000.00	3,000.00
10-3630-00000	REC-MISCELLANEOUS REVENUE	500.00	500.00	500.00
10-3830-00000	INTEREST-GENERAL FUND	51,000.00	275,000.00	252,000.00
10-3835-00000	SALE OF CAPITAL ASSETS- GF	10,000.00	10,000.00	10,000.00
10-3836-00000	MISCELLANEOUS REVENUE- GF	10,000.00	3,000.00	3,000.00
10-3836-00003	SALE OF PERSONAL ASSETS	2,000.00	2,000.00	2,000.00
10-3837-00000	ABC REVENUE	90,000.00	90,000.00	90,000.00
10-3838-00000	ABC LAW ENFORCEMENT	20,000.00	20,000.00	20,000.00
10-3840-00000	MISCELLANEOUS REVENUE-BUSINESS SERVICES	3,000.00	2,000.00	2,000.00
10-3843-00000	WEX-FUEL REBATES	3,000.00	3,500.00	3,500.00
10-3860-00000	JULY 4TH DONATIONS/OTHER	13,000.00	13,500.00	13,500.00
10-3863-00000	VETERANS BANNER PROJECT	1,000.00	1,000.00	1,000.00
10-3910-00000	ISSUANCE OF DEBT-GF	0.00	300,000.00	300,000.00
10-3930-00000	REVENUE-SBE PRINCIPAL	30,000.00	30,000.00	30,000.00
10-3931-00000	INTEREST-SBE	3,750.00	3,750.00	3,750.00
10-3982-00000	REIMB FROM POWELL BILL	120,000.00	120,000.00	120,000.00
10-3991-00000	APPROPRIATION FROM FUND BALANCE-GF	0.00	260,000.00	200,000.00
	Total Fund: 10 - General Fund:	**15,940,785.00**	**17,931,772.00**	**17,482,008.00**
Fund: 27 - Powell Bill Fund				
27-3316-00000	POWELL BILL ALLOCATION	325,000.00	325,000.00	325,000.00
27-3831-00000	INTEREST-POWELL BILL	1,000.00	2,000.00	2,000.00
	Total Fund: 27 - Powell Bill Fund:	**326,000.00**	**327,000.00**	**327,000.00**
Fund: 61 - Water and Sewer Fund				
61-3235-00000	CONTRACTORS SALES TAX REFUND	2,000.00	0.00	0.00
61-3700-00000	WATER UTILITY	3,500,000.00	3,600,000.00	3,600,000.00
61-3701-00000	WATER-LINCOLN COUNTY	110,000.00	0.00	0.00
61-3704-00000	WATER CONNECTION CHARGES	50,000.00	380,000.00	380,000.00
61-3710-00000	SEWER UTILITY	4,300,000.00	4,350,000.00	4,350,000.00
61-3714-00000	SEWER CONNECTION CHARGES	30,000.00	300,000.00	300,000.00
61-3747-00000	UTILITY RECEIVABLES	15,000.00	12,500.00	12,500.00

61-3752-00000	LATE FEE CHARGES W&S	100,000.00	125,000.00	125,000.00
61-3754-00000	RETURNED CHECK FEE WATER	450.00	500.00	500.00
61-3832-00000	INTEREST- WATER/SEWER	100,000.00	150,000.00	150,000.00
61-3834-00000	RENTAL FEES	55,000.00	55,000.00	55,000.00
61-3839-00000	MISCELLANEOUS REVENUE- W/S	5,000.00	5,000.00	5,000.00
61-3844-00000	SALE OF CAPITAL ASSETS- W/S	3,000.00	3,000.00	3,000.00
61-3844-00003	SALE OF PERSONAL ASSETS	2,500.00	2,500.00	2,500.00
61-3994-00000	APPROPRIATION FROM FUND BALANCE- W/S	0.00	0.00	0.00
	Total Fund: 61 - Water and Sewer Fund:	**8,272,950.00**	**8,983,500.00**	**8,983,500.00**
Fund: 63 - Electric Fund				
63-3237-00000	ELECTRIC CONTRACTORS SALES TAX	2,000.00	2,000.00	2,000.00
63-3718-00000	ELECTRIC UTILITY-REPS	40,000.00	40,000.00	40,000.00
63-3719-00000	ELECTRIC UTILITY REPS-SPECIAL	600.00	600.00	600.00
63-3720-00000	ELECTRIC UTILITY	6,800,000.00	6,600,000.00	6,600,000.00
63-3721-00000	ELECTRIC UTILITY-SPECIAL RATE	20,000.00	0.00	0.00
63-3726-00000	ELECTRIC CURRENT/MUNICIP OPER	667,875.00	667,875.00	667,875.00
63-3728-00000	SECURITY LIGHT CHARGE	120,000.00	125,000.00	125,000.00
63-3751-00000	DEFAULT FEES ELECTRIC	50,000.00	70,000.00	70,000.00
63-3753-00000	LATE FEE CHARGES ELECTRIC	95,000.00	92,500.00	92,500.00
63-3755-00000	RETURNED CHECK FEE ELECTRIC	300.00	200.00	200.00
63-3833-00000	INTEREST- ELECTRIC	60,000.00	75,000.00	75,000.00
63-3841-00000	RENTAL FEES	250.00	250.00	250.00
63-3847-00000	MISCELLANEOUS REVENUE- ELECTRIC	10,000.00	15,000.00	15,000.00
63-3912-00000	PROCEEDS LOAN INTEREST	8,566.00	31,000.00	31,000.00
63-3914-00000	ISSUANCE OF DEBT- ELECTRIC	48,138.00	158,000.00	158,000.00
63-3995-00000	APPROPRIATION FROM FUND BALANCE- ELECTRIC	0.00	0.00	0.00
	Total Fund: 63 - Electric Fund:	**7,922,729.00**	**7,877,425.00**	**7,877,425.00**
	Report Total:	**32,462,464.00**	**35,119,697.00**	**34,669,933.00**

Salary Schedule-Position Classifications
City of Lincolnton
General Employees-July 1, 2024

Grade	Position Title	Minimum	Midpoint	Maximum	Schedule	FLSA
3	Not assigned	21,677	27,096	32,516		N
4	Not assigned	22,761	28,451	34,142		N
5	Park & Recreation Worker I	23,899	29,874	35,849	C	N
6	Not assigned	25,094	31,367	37,641		N
7	Park & Recreation Worker II	26,349	32,936	39,523	C	N
8	Not assigned	27,666	34,582	41,500	C	N
9	General Maintenance Worker I	29,050	36,312	43,575	B	N
	Intern				C	N
	Park & Recreation Worker III				C	N
	Property Maintenance Technician				B	N
10	Building Services Attendant	30,502	38,127	45,753	C	N
	Parking Enforcement Officer				A	N
11	General Maintenance Worker II	32,027	40,033	48,041	B	N
12	Customer Service Representative	33,629	42,035	50,443	C	N
	Meter Specialist				B	N
13	Account Support Technician I	35,310	44,137	52,965	C	N
	Administrative Support Assistant				C	N
	Distribution /Collection Maint Tech I				B	N
	Equipment Operator Trainee				B	N
	Lead Meter Specialist				B	N
	Police Evidence Technician				C	N
	WTP Operator C				B	N
	WWTP Operator I				B	N
14	Account Support Technician II	37,076	46,344	55,614	C	N
	Accounting Tech-Accounts Payable				C	N
	Building and Grounds Crew Leader				B	N
	Distribution/Collection Maint Tech II				B	N
	Equipment Operator I				B	N
	Sr. Administrative Support Assistant				C	N
	WTP Operator B				B	N
	WWTP Operator II				B	N
15	Account Support Technician III	38,929	48,661	58,394	C	N
	Administrative Services Supervisor-Police				C	N
	Equipment Operator II				B	N
	Fleet Maintenance Mechanic				B	N
	WTP Laboratory Analyst				B	N
	WTP Maintenance Mechanic				B	N
	WTP Operator A				B	N
	WWTP Maintenance Mechanic				B	N
	WWTP Operator III				B	N

Salary Schedule-Position Classifications
City of Lincolnton
General Employees-July 1, 2024

16	Distribution/Collection Maint Tech III	40,876	51,094	61,314	B	N
	Electric Line Technician (Class C)				B	N
	Equipment Operator III				B	N
	Fire Cadet				A	N
	Payroll Specialist				C	N
17	Deputy City Clerk	42,920	53,649	64,380	C	N
	Distribution/Collection Crew Leader				B	N
	Lead WTP Maintenance Mechanic				B	N
	Lead WWTP Maintenance Mechanic				B	N
	Planning Technician				C	N
	Public Works-Crew Leader				B	N
	Solid Waste-Crew Leader				B	N
	Utility Billing Supervisor				C	N
	WTP Chief Operator				B	N
	WWTP Laboratory Analyst				B	N
18	Electric Line Technician (Class B)	45,066	56,331	67,599	B	N
	Building and Grounds Supervisor				B	N
	Firefighter I				A	N
	General Services Supervisor				B	N
	Parks & Recreation Program Coordinator				C	N
	Parks & Recreation Maint Supervisor				C	N
	Public Works Supervisor				B	N
19	Accountant	47,319	59,148	70,979	C	N
	Distribution/Collection Supervisor				B	N
	Firefighter II				A	N
	Fire Inspector I				A	N
	Sr. Recreation Program Coordinator				C	N
	WWTP Pretreatment Coordinator				B	N
20	Building and Grounds Superintendent	49,685	62,105	74,527	B	E
	Building Inspections Consultant	49,685	62,105	74,527	C	N
	Electric Line Technician (Class A)				B	N
	Fire Engineer				A	N
	Fire Inspector II				A	N
	Fleet Services Superintendent				B	N
	HR Benefits Administrator				C	N
21	Accounting Services Manager	52,169	65,210	78,254	C	N
	Fire Inspector III				A	N
	Fire Lieutenant				A	N
22	Electric Distribution System Supervisor	54,778	68,471	82,166	B	N
	Public Works Superintendent				B	E
	Zoning Administrator				C	N

Salary Schedule-Position Classifications
City of Lincolnton
General Employees-July 1, 2024

23	Assistant Finance Director	57,517	71,894	86,275	C	E
	Asst to City Mgr Office/City Clerk				C	N
	Distribution/Collections System Superintendent				B	E
	Fire Captain				A	N
	Parks & Recreation Superintendent				C	E
	WTP Superintendent				B	E
	WWTP Superintendent				B	E
24	Water Resources Operations Manager	60,392	75,489	90,589	B	E
25	Battalion Chief	63,412	79,263	95,118	A	N
	Community Relations Director				C	E
	Fire Marshall				A	N
26	Electric Distribution System Superintendent	66,583	83,227	99,874	B	E
27	Assistant Fire Chief	69,912	87,388	104,868	A	E
	Business Services Director				C	E
28	Electric Utility Operations Manager	73,407	91,757	110,111	B	E
29	Deputy Fire Chief	77,078	96,345	115,617	A	E
	Human Resources Director				C	E
	Parks and Recreation Director				C	E
	Planning Director				C	E
30	Public Services Director	80,932	101,163	121,397	B	E
	Water Resources Director				B	E
31	Finance Director	84,978	106,221	127,467	C	E
	Fire Chief				A	E
	IT-Technology & Innovation Director				C	E
	Public Utilities Director				B	E
32	Not assigned	89,227	111,532	133,841		E
33	Not assigned	93,688	117,108	140,533		E
34	Not assigned	98,373	122,964	147,559		E
35	Not assigned	103,291	129,112	154,937		E
36	Assistant City Manager	108,456	135,567	162,684	C	E
37	Not assigned	113,879	142,346	170,818		E
38	Not assigned	119,573	149,463	179,359		E
39	City Manager	125,551	156,936	188,327	C	E
40	Not assigned	131,829	164,783	197,743		E
41	Not assigned	138,420	173,022	207,631		E
42	Not assigned	145,341	181,673	218,012		E
	Part-Time Classifications	**Hourly**		**Hourly**		
	Lifeguards-Non Experienced	12.88			C	N
	Lifeguards-Experienced	15.45			C	N

Salary Schedule-Position Classifications
City of Lincolnton
Law Enforcement-July 1, 2024

Grade	Position Title	Minimum	Midpoint	Maximum	Schedule	FLSA
50		40,920	51,150	61,380	A	
51		42,966	53,707	64,449	A	
52	Police Cadet	45,114	56,393	67,671	A	N
53		47,370	59,212	71,055	A	
54	Police Officer I	49,738	62,173	74,607	A	N
55	Police Officer II	52,225	65,281	78,338	A	N
56	Master Police Officer	54,836	68,545	82,255	A	N
57		57,578	71,973	86,367	A	
58	Police Sergeant	60,457	75,571	90,686	A	N
59		63,480	79,350	95,220	A	
60	Police Captain	66,654	83,317	99,981	A	N
61		69,987	87,483	104,980	A	
62		73,486	91,857	110,229	A	
63	Police Major	77,160	96,450	115,740	A	E
64		81,018	101,273	121,527	A	
65		85,069	106,336	127,604	A	
66		89,323	111,653	133,984	A	
67	Police Chief	93,789	117,236	140,683	A	E
68		98,478	123,098	147,717	A	
69		103,402	129,253	155,103	A	

CITY COUNCIL
Ed L. Hatley, Mayor
Christine Poinsette, Mayor Pro-Tem
Roby D. Jetton
Kevin Demeny
Jill Tipton



CITY MANAGER
Richard Haynes
rhaynes@lincolntonnc.org
CITY CLERK
Daphne Ingram
dingram@lincolntonnc.org
CITY ATTORNEY
John M. Friguglietti, Jr.
john@davidsonlawyers.net

BA-03-24

BE IT ORDAINED by the Governing Board of the City of Lincolnton, North Carolina, that the following amendment be made to the Annual Budget Ordinance for the fiscal year ending June 30, 2024.

Section 1: To amend the General Fund, the expenditures are to be changes as follows:

General Expense	$	1,290,349
Police	$	2,520
Fire		8,311
Solid Waste		6,149
Planning/Zoning		6,295
Recreation		17,086
	$	1,330,710

Section 2: To amend the General Fund, the revenues are to be changed as follows:

General: Ad Valorem Levy	$	180,906
General: Alcohol/Beverage Tax		11,761
SW: Disposal Tax		2,029
SW: Rollout Fees		4,120
General: Grants - Other		12,000
General: Cemetery Lot Sales		5,800
PD: Inspection Fees		520
P&Z: Zoning Department Fees		6,295
FD: Inspection Fees		6,350
FD: Misc. Revenue		1,961
Rec: Registration & Entry Fees		16,636
Rec: Sponsorships		250
General: Interest		116,090
General: ABC Revenue		4,846
General: WEX-Fuel Rebates		946
Rec: Veterans Banner Project		200
General: Federal Equitable Deposits		1
Loan Proceeds		960,000
	$	1,330,710

General Fund: Ad Valorem Levy Taxes, Record Zoning & Planning fees, Fire Department fees, Solid Waste roll out sales, interest income earned, Veterans banner donation, WEX fuel rebates, Hollybrook Cemetery sales, ElectriCities and Soft Armor Grants, Dept. of Insurance Grant-Fire Dept., FY2324 Issurance of Leases, and Federal Equitable reimbursement for the Police Department.

Section 3: To amend the Boger City Fire District Fund, the expenditures are to be changes as follows:

Boger Ciy Fire Tax	$	2,517

Section 4: To amend the Boger City Fire District Fund, the revenues are to be changed as follows:

Investment Income	$	2,517
	$	2,517

Boger City Fire District: Record interest income earned.

Section 5: To amend the Powell Bill Fund, the expenditures are to be changes as follows:

Powell Bill Construction/Other	$	4,331

Section 6: To amend the Powell Bill Fund, the revenues are to be changed as follows:

Investment Income	$	4,331
	$	4,331

Powell Bill Fund: Record interest income earned.

Section 7: To amend the Water and Sewer Fund, the expenditures are to be changes as follows:

Distribution and Collection		762,844
	$	762,844

Section 8: To amend the Water and Sewer Fund, the revenues are to be changed as follows:

Investment Income	$	69,677
Connection Charges		88,835
Capital Contributions		510,000
Loan Proceeds		60,000
Other Operating Revenues		34,331
	$	762,844

Water and Sewer Fund: Record interest income earned, water and sewer connection charges, default fees, FY2324 Issurance of Leases, and Car Farm Road Lift Station/generator-donated capital from Combine Enterprises .

Section 9: To amend the Electric Fund, the expenditures are to be changes as follows:

Electric Operations	$	139,585

Section 10: To amend the Electric Fund, the revenues are to be changed as follows:

Investment Income	$	48,906
Electric Sales		4,707
Other Operating Sources		21,971
Loan Proceeds		64,000
	$	139,585

Electric Fund: Record interest income earned, default fees, electric meter fees, rental fees and FY2324 Issurance of Leases.

Section 11: To amend the Special Revenue Fund, the expenditures are to be changed as follows:

AIA Grants-WasteWater-W-ARP-0242	$	209,532
	$	209,532

Section 12: To amend the Special Revenue Fund, the revenues are to be changed as follows:

AIA Grants-WasteWater-W-ARP-0242	$	209,532
	$	209,532

Special Revenue Fund: Record NCDEQ-AIA Grant Reimbursements for WasteWater.

Section 16: Appropriations are authorized by fund totals. The City Manager is authorized to reallocate fund appropriations among line item objects of expenditures and revenues as necessary during the budget year.

Section 17: Copies of this Budget Ordinance shall be furnished to the Clerk to the Governing Board and to the Budget Officer and Finance Director to be kept on file by them for their direction in the disbursement of funds.

TOTAL AMENDMENT	$	2,449,518

Adopted this 6th day of June, 2024

Attest:

Daphne Ingram	Edward L Hatley
City Clerk	Mayor

City of Lincolnton
114 West Sycamore Street
P. O. Box 617
Lincolnton, North Carolina
28093-0617



Human Resources Department
Phone (704) 736-8980
FAX (704) 736-8975
www.lincolntonnc.org

MEMORANDUM

To: Mayor and City Council Members

Through: Ritchie Haynes, City Manager

From: Tanya Osborne, Human Resources Director

Re: Revision City of Lincolnton Personnel Policy:
Article VI Section 14-Educational Involvement of City Employees

Date: May 14, 2024

As part of the 2024/2025 budget workshop held in March, Council gave consideration to the potential revision of Section 14 of the City of Lincolnton's Personnel Policy which allows employees paid time to attend school activities. This section is currently administered in accordance with N.C. G.S. § 95-28.3 which allows up to four (4) hours of leave.

During the workshop, Council expressed support for increasing the number of hours from four (4) to eight (8). This increase in time will assist employees with time spent in attending parent/teacher conferences and school supported activities. In addition, the eight (8) hours is equivalent to the amount of time allowed by Lincoln County for their employees.

Attached for your review is the revised Personnel Policy Article VI Section 14-Education Involvement of City Employees.

Council Consideration:
Approval of the revision of *The City of Lincolnton Personnel Policy, Article VI, Section 14-Educational Involvement of City Employees* with an effective date of July 1, 2024.

Attachment: Proposed Personnel Policy Revision, Article VI Section 14-Educational Involvement of City Employees

City of Lincolnton Personnel Policy
Proposed Revision: Article VI Section 14-Education Involvement of City Employees
June 6, 2024

Current Policy:

SECTION 14. EDUCATION INVOLVEMENT OF CITY EMPLOYEES:

The City Council of the City of Lincolnton recognizes the importance of excellence in education and commits its support of education through the participation of City employees in the educational process. All City employees are encouraged to actively participate in the educational system by attending parent-teacher conferences thereby becoming involved in the education and development of their children and when appropriate to volunteer in the schools.

In order to support City employees and to foster educational involvement, the City will permit employees time away from work in a certified pre-school, accredited private school or public school setting.

Educational time away from work is a privilege rather than an entitlement. Its use requires the advance approval of the department head or his or her designee. Validation of attendance at school activities may be required, if deemed necessary.

Proposed Revised Policy:

SECTION 14. EDUCATION INVOLVEMENT OF CITY EMPLOYEES:

The City of Lincolnton's Mayor and Council recognize the importance of excellence in education and commits its support of education through the participation of City employees in the educational process of their children. Employees shall be granted up to eight (8) hours of paid educational involvement leave per calendar year to attend or otherwise be involved at their child's school. Leave under this section is subject to the following conditions:

- The definition of an eligible employee and educational institution is outlined in N.C. G. S. § 95-28.3.
- The educational involvement leave shall be at a mutually agreed upon time between the supervisor and the employee.
- The employee must provide a request for educational involvement leave at least 48 hours before the time desired for the leave. Validation of participation in educational activities may be required.
- The educational involvement leave hours do not accumulate, and unused hours will not carry over from year to year.
- There is no waiting period for use of educational involvement leave hours.
- There is no entitlement for this additional benefit during employment or in the event the employee leaves employment with the City.

LINCOLNTON

AGENDA ITEM SUMMARY

To: The Honorable Mayor and City Council

Date: June 6, 2024

From: Nathan Eurey, Public Services Director
Tanya Osborne, Human Resources Director

Subject: Consideration for Revision of Parks & Recreation Policies and Procedures Manual Section 11-Volunteer Background Screening Process

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Summary:

Background:

Fiscal Impact:

Recommendation:

Attachments:

1. Memo-Revision Pand R Policy and Procedures Manual Section 11-Vol Background Screening Process 240514

City of Lincolnton
114 West Sycamore Street
P. O. Box 617
Lincolnton, North Carolina
28093-0617



Human Resources Department
Phone (704) 736-8980
FAX (704) 736-8975
www.lincolntonnc.org

Agenda Item Summary

To: Mayor and City Council Members

From: Tanya Osborne, Human Resources Director
Nathan Eurey, Public Services Director

Subject: Parks & Recreation Policies and Procedures Manual Revision:
Section 11-Volunteer Background Screening Process

Date: May 15, 2024

Summary:

Requesting approval of revision to the City of Lincolnton Parks and Recreation Department Policies and Procedures Manual. Specific section of the manual is Section 11-Volunteer Background Screening Process.

Background:

Section 11 of the Parks and Recreation Policies and Procedures Manual gives information related to the recruitment and responsibilities of the many volunteer coaches that assist with the department's youth sports programs. It is the City's desire that all youth programs provide a safe learning environment for all the participants. For the youth programs to be successful, it requires the help of the many volunteer coaches who give their time and take responsibility to teach and mentor the kids assigned to their team.

Running the Parks and Recreation Department youth sports programs this past fiscal year took approximately 450 volunteer head coaches and assistant coaches for the 2,304 participants in the programs. To become a volunteer coach, a background check must be completed as outlined in Section 11 of the Parks and Recreation Policy and Procedures manual.

This section of the manual is outdated as to the current procedures in place and requires a complete overhaul. To determine best practices, procedures from three other entities were obtained and reviewed to use in the creation of the draft document for Section 11. In addition, input was received from the volunteer application review committee who has responsibility for making determinations if a volunteer coach applicant will be disqualified due to items showing

on their background check. The review committee consists of the Public Services Director, Police Chief, Human Resources Director, City Manager, and a Park and Recreation Program Coordinator.

Major changes to the policy and procedures include:
1. Updating the process for submitting a volunteer application,
2. An update of the disqualifier list with appropriate timeframes,
3. Implementation of an appeal process for a volunteer coach applicant who may be disqualified,
4. Establishing the frequency of background checks, and
5. Outlining the volunteer coach's responsibility to notify parks and recreation staff if a disqualifying event occurs after receiving approval.

The draft for the Section 11 revision was sent for review by risk management consultants with the North Caroling League of Municipalities, with the final review of the draft for Section 11 being completed by the City Attorney, John Friguglietti, Jr.

Recommendation:

Approval of the revised Parks and Recreation Policies and Procedures Manual, Section 11-Volunteer Background Screening Process with an effective date of July 1, 2024.

Attachments:

Revised Parks and Recreation Policies and Procedures Manual, Section 11-Volunteer Background Screening Process

City of Lincolnton Parks and Recreation
Volunteer Coach Packet

THIS PACKET CONTAINS 3 SECTIONS. PLEASE CAREFULLY READ ALL 3 SECTIONS BEFORE CONTINUING WITH YOUR VOLUNTEER COACH APPLICATION

Section 1 – Information for Required Background Screening

The City of Lincolnton Parks and Recreation Department places the highest priority on ensuring the safety of our young participants in the multiple sports programs offered. In an effort to protect children who participate in organized sporting activities with the City of Lincolnton Parks and Recreation Department, background screenings will be mandatory for all recognized youth sports coaches and assistant coaches.

DEFINITIONS:

Head Coach - The City of Lincolnton recognizes a head coach as an adult or teen, 18 or older, who is responsible for scheduling and organizing practices, attending all practices and games, providing guidance to participants, and teaching skills to participants. The Head Coach is the primary contact with department staff regarding team or player issues, and agrees to learn and follow all league rules and policies.

Assistant Coach - An Assistant Coach is recognized as being one who attends more than two practices or games during a season for the purpose of providing guidance and teaching skills to the participants. The Assistant Coach is responsible for organizing and scheduling practices in the Head Coach's absence. The Assistant Coach is the secondary contact with Parks and Recreation staff regarding team or player issues, and agrees to learn and follow all league rules and policies.

Hereafter, any references to "coach" will include both head coach and assistant coach.

The City of Lincolnton reserves the right to limit the number of recognized coaches per team. Only those persons officially recognized as coaches by the City of Lincolnton will be allowed to be on the sidelines during games or practices.

PROCEDURE:

Coaching candidates shall complete the following online:

1. Read and acknowledge "Coach's Code of Ethics" document online
2. Read and acknowledge "Youth Protection Policy" online
3. Complete and sign Volunteer Application online

Volunteer coach applicants must be willing and give consent for the following to be completed:

1. Review of Sex Offender Registry
2. Review of Criminal History

Completion of the Volunteer Application form gives consent for the background screenings to be completed.

All coaching candidates will have a background screening one time annually to coincide with the City's operating year, July 1st – June 30th.

No other personal information (e.g. work history, financial, credit, etc.) is checked or researched. In the event information surfaces via the background check, a screening committee, with members consisting of the Public Services Director, Human Resources Director, Police Chief, City Manager, and Parks and Recreation Program Coordinator will review the background information to determine coaching eligibility. The City of Lincolnton Attorney will be consulted as needed. All information is strictly confidential and will not be made public.

Information Related to Disqualifying Offenses

The City of Lincolnton screens for the following offenses, and if a coach applicant is found to have been convicted, pled guilty or nolo contendere of any of the following offenses, he or she shall not be allowed to participate as a volunteer coach. In some instances, factors of time may be taken into account when considering coaching eligibility (i.e. length of time since disposition of certain offenses). Additionally, pending convictions of or arrests for the following items shall be considered disqualifiers:

- Any crime, misdemeanor or felony, involving children as either an accomplice or victim
- Any felony (other than sex or violence related) within the last 10 years
- Any crime of a sexual nature, including possession or dissemination of pornography
- Any felony involving violence
- Any sort of abuse or assault/battery - physical or sexual
- Arson
- Attempted murder
- Crimes against Children (including abandonment, abuse, endangerment, pornography, possession of promotion of pornography, enticement, solicitation, sale or purchase of, injury to, indecency)
- Domestic violence
- DWI/DUI-First offense and not currently under probation-eligible
- DWI/DUI-Two or more convictions within the last 5 years-ineligible
- Falsifying information on application for volunteer coach or assistant coach position
- Felony Animal cruelty
- Homicide or manslaughter in any degree

- Indecent exposure
- Kidnapping
- Misdemeanor drug charges within last 7 years
- Misdemeanor Theft/robbery within the last 7 years
- Misdemeanor Forgery/fraud within the last 7 years
- Misdemeanor violence within 7 years
- Misdemeanor weapons violations within 7 years
- Rape

Volunteer coach applicants who are disqualified may appeal the decision by submitting a request in writing to meet with the screening committee for the purpose of clarifying facts or explaining extenuating circumstances. The written request of appeal should be submitted to the City of Lincolnton's Human Resources Director within 7 calendar days from the date the coach applicant received notification of disqualification. The Human Resources Director will coordinate a meeting date with the coach applicant and screening committee. The screening committee, with potential guidance from the City's attorney, will issue a final determination. In some cases, convictions which are more than 20 years from the disposition date may be considered if no other type of listed disqualifying offense has occurred since that date.

All coaches are required to notify the Parks and Recreation Program Coordinator immediately following an arrest or conviction of any of the listed offenses. Any coach, who while coaching for the City of Lincolnton is charged with an offense listed as a disqualifying offense, shall immediately forfeit his/her coaching eligibility until disposition by the courts. A conviction of an offense listed as a disqualifier shall result in termination of coaching eligibility.

SECTION 2 - COACH'S CODE OF ETHICS

1. I hereby pledge to provide positive support, care, and encouragement for my team participating in youth sports by following this COACH'S CODE of ETHICS PLEDGE. I further agree, acknowledge, and understand my position as a role model for participants on my team, as well as others, and accept this role along with all associated responsibilities.

2. I will encourage good sportsmanship by demonstrating positive support for all players, parents, coaches, spectators, and officials at every game and practice.

3. I will place the physical, mental, and emotional well-being of my players ahead of a personal desire to win.

4. I will insist that my players participate in a safe, healthy, and fun-filled environment that is fully supervised and structured at all times.

5. I will support officials and league administrators in order to encourage a positive and enjoyable experience for all and communicate requested information to parents.

6. I will encourage a sports environment for my players that is free of drugs, tobacco, and alcohol, and will refrain from their use at all youth sports events.

7. I will remember, and remind parents, that the game is for the youth, not for the adults.

8. I will do my very best to make youth sports fun for my players and parents and will never take the fun out of the game by over-emphasizing winning.

9. I will ask my players to treat other players, coaches, fans, and officials with respect, regardless of any other factors.

10. I will take every opportunity to teach, train, and develop my players as it relates to the sport that I am coaching, sportsmanship, and teamwork

11. I will never intentionally break league rules and will willingly abide to change any situation if a mistake is revealed by league officials, referees, or other coaches.

12. I will always use positive reinforcement to motivate my players and will never attempt to do so by use of intimidation, neither physical nor verbal.

13. I will enforce that school studies and activities should be the youth’s first priority.

14. I will work with youth participating in school sports allowing each player the same opportunity for participation in the Lincolnton Recreation Youth Sports League program.

15. I acknowledge that my failure to abide by this Code of Ethics will result in my removal as a coach from the Lincolnton Recreation Youth Sports League and for the City of Lincolnton Recreation Department.

SECTION 3 – YOUTH PROTECTION POLICY
ADMINISTRATIVE POLICY #8

Section I. Purpose

The purpose of this policy is to ensure the safety and well-being of youth participating in programs offered by the City of Lincolnton. This would include any city department whereby employees provide services to or come in contact with minors. This policy is intended to give guidance and protection to our employees and volunteers who work with youth, as well as the children we serve.

Section II. Youth Protection

The City of Lincolnton will not tolerate any type of sexual, physical, or any type of abuse of children who are involved in city-sponsored programs or services. The City of Lincolnton is committed to providing a safe place for children to play, learn and grow and condemns any instance of abuse, sexual or otherwise.

All employees and volunteers have a responsibility to help ensure that we avoid actual or perceived instances of sexual or other abuse in city programs or in positions where employees or volunteers work with or around youth. Employees and volunteers should not:

- Put him or herself in a one-on-one situation involving a child who is not their own; the City of Lincolnton realizes there could be situations whereby it is necessary for employees/volunteers to be in a one-on-one situation with a child, i.e., law enforcement officials. These factors will be taken into consideration on a case-by-case basis.
- Provide unwarranted gifts, trips, attention and affection to individual children who are not their own;
- Provide private transport in a vehicle unless in an emergency situation;
- Corporal punishment of children is not allowed for any reason.

Employees and volunteers should report any form of abuse to the attention of their supervisor or Human Resources Director. Employees and volunteers may report such situations without reprisal to the person reporting the conduct so long as the report is made in good faith and the information provided is truthful to the best of their knowledge. The City of Lincolnton will strive to keep complaints, investigations, and resolutions confidential. However, the City of Lincolnton will fulfill its obligation to report instances of sexual abuse or any type of abuse to the appropriate law enforcement authorities.

Section III. Background Checks

In addition to the criminal background check conducted on individuals being considered for City employment, criminal background checks shall also be conducted on volunteers in positions dealing directly with youth. This shall include researching sexual offender registry records on potential employees and volunteers working directly with youth.

Section IV. Affirmation

I affirm my commitment to support the City of Lincolnton as a safe place for children. I acknowledge that I have read and received a copy of the City of Lincolnton's Youth Protection Policy. I fully understand the terms of this policy and agree to abide by them. I understand that any violation of this policy could lead to serious disciplinary action or criminal prosecution.

LINCOLNTON

AGENDA ITEM SUMMARY

To: The Honorable Mayor and City Council

Date: June 6, 2024

From: David Ramsey, Business Services Director

Subject: Ford property (311 E Sycamore & buildings on Pine St) demolition contract/quote

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Summary:

To approve the contract from DH Griffin Wrecking Co. to demolish the Ford property that the City owns now at 311 E Sycamore St and the buildings (316/318 E Pine).

Background:

Fiscal Impact:

Recommendation:

Attachments:

1. Ford property demo quote

D. H. GRIFFIN WRECKING CO., INC.

8880 Dietz Ave. Hickory, NC 28602
Phone: 828-397-7570 Fax: 828-397-6540
Visit us @ www.DHGRIFFIN.com

PROPOSAL SUBMITTED TO:
David Ramsey
City of Lincolnton
PO Drawer 617
Lincolnton, NC 28092

DATE: 5/13/24

JOB NAME / LOCATION:
311 E Sycamore
Lincolnton, NC 29092

PHONE: 704-736-8980

EMAIL: dramsey@lincolntonnc.org

We hereby submit specifications and estimates for:

Based on site inspection and plans descriptions, DH Griffin Wrecking Company, Inc. (DHG) proposes the following scope of services:

1. **Provide necessary labor, equipment, materials, insurance, etc. to perform demolition.**
2. **Demolish and remove all structures including footings and foundations as per attached aerial. Remove and dispose of asbestos containing materials as per ETC asbestos surveys. Remove and dispose of (1) UST including any remaining liquids. Sow and seed disturbed area upon completion of work.**
3. **ADD: Provide and place fill dirt in basement void.** **NOT TO EXCEED: $13,950.00**
4. **Dispose of materials off site in accordance with local, state and federal regulations.**
5. **DHG retains *salvage rights* to materials under contract.**
6. ***PROPOSAL EXCLUDES:* Rerouting, removing or disconnecting utilities, new construction or new materials, reclamation, storage or relocation of any items for others, site work, abandoning wells or septic tanks, any asbestos or hazardous materials and any other work not specifically listed above.**

We propose hereby to perform the work as listed in items above, in accordance with above specifications, for the sum of:

Fifty Five Thousand One Hundred Ten Dollars and no/100s ***$55,110.00***

Payment to be made as follows: **Upon Completion**

We hereby exclude the following: Relocation and disconnection of utilities, responsibility for locating and marking utilities within the demolition limits; protection of utilities which are not marked within the limits of demolition; shoring and bracing of structures to remain; cost of performance and payment bonds; removal and disposition of any hazardous or asbestos materials except those items, if any, which are described and itemized above, whether concealed or not. All salvage to become the property of DHG.

All payments are due and payable as noted. Whenever retainage is required to be withheld, upon completion of D.H. Griffin Wrecking Company, Inc.'s (DHG) scope of work (contract or sub-contract) DHG will issue an invoice for work performed and a separate final invoice for retainage. All retainage is to be **paid in full** no later than ninety (90) days from date of final invoice. The undersigned further agrees to pay to D.H. Griffin Wrecking Company, Inc., a reasonable attorney's fee if the obligation evicenced hereby be collected by an attorney-at-law after maturity.

Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate.

Authorized Signature: _____ NOTE: This proposal may be withdrawn by us if not accepted within 30 days. Nick Perkins, Manager

PLEASE SIGN, DATE AND RETURN ORIGINAL

Acceptance of Proposal- The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

LINCOLNTON

AGENDA ITEM SUMMARY

To: The Honorable Mayor and City Council

Date: June 6, 2024

From: David Ramsey, Business Services Director

Subject: Consideration to approve Construction Manager at Risk for new Public Service Center project - Edifice LLC aka Edifice Construction

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Summary:

Background:

Fiscal Impact:

Recommendation:

Attachments:

1. CMAR SOQ - Edifice

STATEMENT OF QUALIFICATIONS

Construction Manager at Risk

City of Lincolnton
Public Service Center

April 29, 2024

5/22
9 AM

EDIFICE
CONSTRUCTION





Prepared for:

Lincolnton NC
Near the City. Near the Mountains. Near Perfect.

EDIFICE
CONSTRUCTION

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Required Forms ..... TAB 8

EDIFICE, LLC
4111 South Boulevard | Charlotte, NC 28209 | 704.332.0900

EDIFICE
CONSTRUCTION

Cover Letter

April 29, 2024

David Ramsey, Business Services Director
City of Lincolnton
114 W. Sycamore St.
Lincolnton, NC 28093

Re: Request for Qualifications
City of Lincolnton Public Service Center

Dear David,

I am extremely excited to submit our RFQ response for Construction Manager at Risk Services on the City of Lincolnton Public Service Center. Edifice Construction is a Carolinas owned and operated company that has been in business for over forty-six years. We hope you will take our long-standing roots in the Carolinas and greater Licolnton area into consideration when choosing a construction management partner for your project. With over 200 million square feet worth of CM at Risk municipal projects, we are familiar with the market, the subcontractors, and suppliers.

You have chosen a great construction procurement method to help design, plan, and coordinate the Public Service Center before a shovel ever hits the ground. Edifice has been selected for seventy-eight (78) Public CM at Risk projects in the Carolinas. That adds up to just over $1.5 billion worth of projects. I will serve as the project lead for Edifice, and I can be contacted by phone (704-309-4545) or email (tbender@edificeinc.com) throughout the duration of the project and afterwards for any needs with your facilities.

We have been selected for and built various operations campuses and public works headquarters. Whether it was a bus operations & maintenance campus or a light rail vehicle maintenance facility in Charlotte. An emergency operations and command center in Iredell County. A public works facility in Holly Springs, Mint Hill, City of Charleston, and Harrisburg. A new electric division headquarters and municipal operations renovation in Gastonia. An operations campus and command center for Mecklenburg County EMS which was also a large renovation to an existing building similar to your Public Service Center building. Our experience with these types of projects in this type of setting will be an asset to the project team while providing cost analysis, real time budgets and actual construction. Edifice will commit the necessary resources, personnel, and time to make this project a success for all. We feel we have put together a proven, experienced, successful team for the specific purpose of performing pre-construction and construction services on your project.

We thank you for the opportunity and look forward to the possibility of working with the City of Lincolnton. Having worked with state, county, and local municipal entities throughout the Carolinas, we know how important this project is to the people and staff in Lincolnton. With this project being so important to the city, you will need a construction manager partner that can guide you through the process and be your fiduciary. Upon completion, this campus will become a landmark, a vital piece to your public services operations for years to come, and something the people of Lincolnton will take immense pride in. The level of importance for every one of our projects is always high. The commitment to maintain that high level will start in preconstruction and continue through construction and on through the life of your campus.

Sincerely,

Tim Bender | Project Executive – Municipal Sector
Edifice Construction

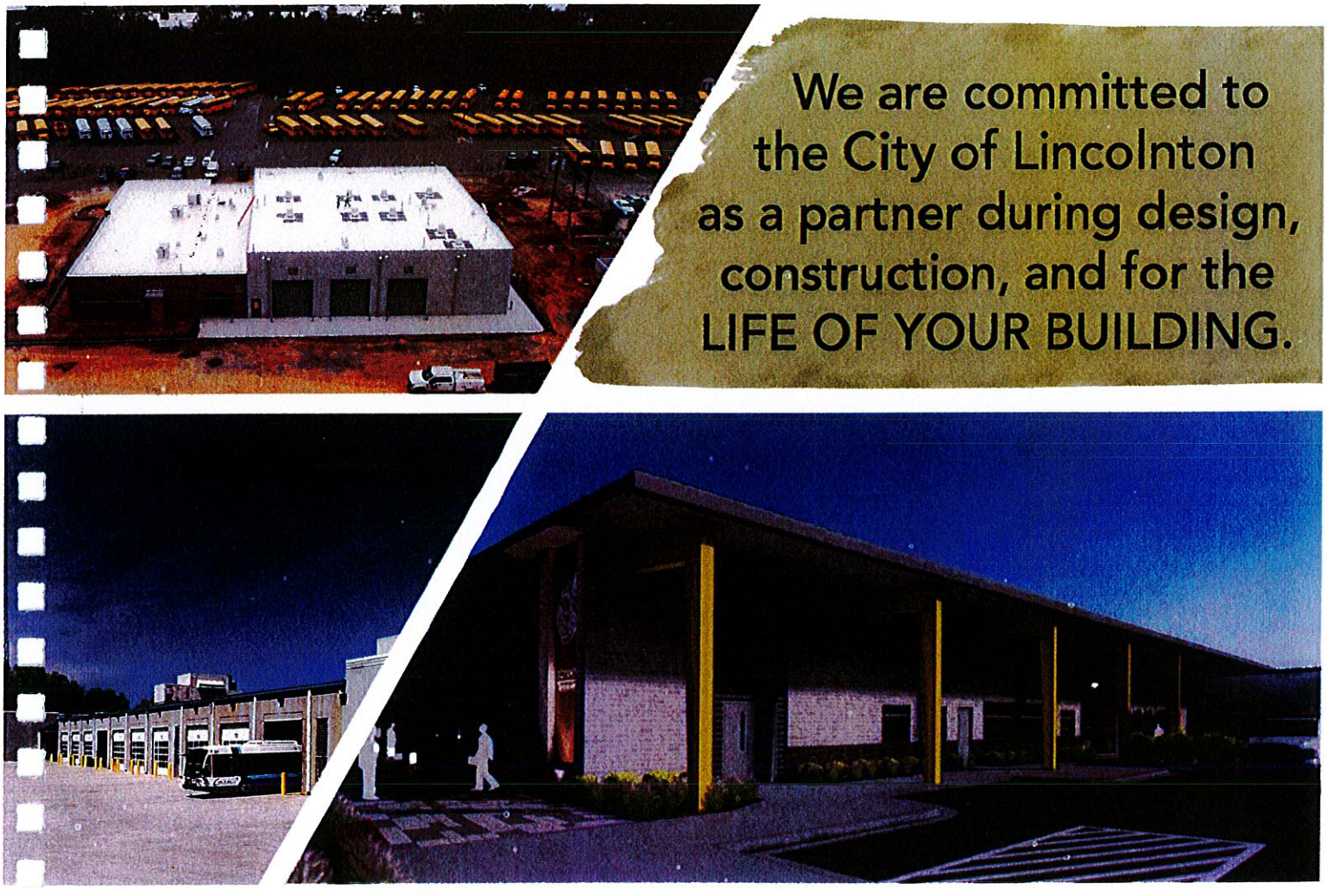
Cover Letter: General Information

B. Provide a letter from a surety company confirming the Firm's ability to provide bonding for the estimated amount for the Project.

A letter from our surety company may be found on the following pages.

C. Provide a letter from an insurance company confirming the Firm's ability to obtain a Builder's Risk insurance policy for the Project.

A letter from our surety company may be found on the following pages.



Willis Towers Watson

April 17, 2024

Phone: 704-376-9161
Fax: 704-342-0343
www.willis.com

David Ramsey, Business Services Director
City of Lincolnton
114 W. Sycamore St.
Lincolnton, NC 28093

RE: City of Lincolnton Public Service Center

It is a pleasure to share with you our association and surety credit relationship with Edifice, LLC.

Our association with Edifice, LLC has been established for several years. We consider the firm and the management team true professionals in the field of general contracting. Operations are conducted with fiscal responsibility, proficient technical and managerial skills and ethics of the highest caliber. The Edifice, LLC team consists of dedicated professionals committed to a quality construction product.

Liberty Mutual Insurance Company, rated A XV, has conducted a careful underwriting review to establish significant surety credit parameters for Edifice, LLC and has supported individual bonds in excess of $125,000,000, with aggregate support exceeding $500,000,000. Liberty Mutual Insurance Company has always responded favorably to any bond needs of Edifice and anticipates no difficulty continuing this service.

Naturally, please understand the execution of any surety credit would be subject to normal underwriting considerations at the time of the request, including review of contract terms and conditions and project financing.

We certainly recommend the construction services of Edifice, LLC to you. Please let us know if we can be of further assistance.

Sincerely,

Liberty Mutual Insurance Company

Catherine Thompson

Catherine Thompson, Attorney-in-Fact

Willis of North Carolina, Inc.
P. O. Box 31817
Charlotte, NC 28231

This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

Certificate No: 8208310-018009

POWER OF ATTORNEY

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Amy R. Waugh, Bryan M. Caneschi, Catherine Thompson, Jynell M. Whitehead, Noah William Pierce

all of the city of Charlotte state of NC each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 14th day of July, 2022.

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

By: _____
David M. Carey, Assistant Secretary

State of PENNSYLVANIA
County of MONTGOMERY ss

On this 14th day of July, 2022 before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at King of Prussia, Pennsylvania, on the day and year first above written.

Commonwealth of Pennsylvania - Notary Seal
Teresa Pastella, Notary Public
Montgomery County
My commission expires March 28, 2025
Commission number 1126044
Member, Pennsylvania Association of Notaries

By: _____
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV – OFFICERS: Section 12. Power of Attorney.
Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

ARTICLE XIII – Execution of Contracts: Section 5. Surety Bonds and Undertakings.
Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation – The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization – By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 17 day of April, 2024

By: _____
Renee C. Llewellyn, Assistant Secretary

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees.

For bond and/or Power of Attorney (POA) verification inquiries, please call 610-832-8240 or email HOSUR@libertymutual.com.

LMS-12873 LMIC OCIC WAIC Multi Co 02/21

April 18 2024

David Ramsey, Business Services Director
City of Lincolnton
114 W. Sycamore St.
Lincolnton, NC 28093

RE: Financial Information for City of Lincolnton Public Service Center RFQ

Dear David,

NFP Corporate Services, SE, Inc. provides coverage for the Comprehensive Builders Risk Policy for our insured, Edifice, LLC, 4111 South Boulevard, Charlotte, NC 28209. The Builders Risk program is issued with Travelers Property & Casualty with a limit capacity of $31 Million.

General Liability and Workers Compensation is in place and licensed for the state of South Carolina.

If you should have any questions or need additional information, please contact me as indicated below.

Best regards,



Alan Wise
Managing Director
NFP Corporate Services, SE, Inc.
P: (704) 200-9399
E: alan.wise@nfp.com

Enclosure(s)

For informational purposes only. This document does not amend or alter coverage. Please refer to applicable policy forms for specific terms, conditions, limitations and exclusions. Insurance services provided by NFP Property & Casualty Services, Inc. ("NFP P&C"), a subsidiary of NFP Corp. NFP and the NFP logo are trademarks of NFP Corp. in the U.S. and/or other countries. In California, NFP Corp. does business as NFP Property & Casualty Insurance Services, Inc. (License #0F15767). In the NFP logo is a registered trademark of NFP Corp. in the U.S. and/or other countries.

Expiration Date
12/31/2024

License No.
10514

North Carolina

Licensing Board for General Contractors

This is to Certify That:

Edifice, LLC

Charlotte, NC

is duly registered and entitled to practice

General Contracting

Limitation: Unlimited

Classification: Building

until

December 31, 2024

when this Certificate expires.

Witness our hands and seal of the Board.

Dated, Raleigh, N.C.

01/01/2024

This certificate may not be altered.

Chairman

Secretary-Treasurer

EDIFICE
CONSTRUCTION

Cover Letter: General Information

D. Provide a description of the company that will enter into the contract(s) with the City, including origin, background, current size, financial capacity, available resources, general organization, and company headquarters. Identify the name and title of the person authorized to enter into the contract(s) with the City. Include a list of proposed subcontractor(s), with legal names and contact information, and describe their responsibilities.

Company Background

Edifice Construction is a regional general contractor founded in 1978 and located in Charlotte, North Carolina with offices in Greenville and Charleston, South Carolina. Since its inception in 1978, Edifice has grown to become one of the leading commercial contractors in the Southeast and is an *Engineering News-Record* (ENR) top 400 U.S. general contractor.

We have proudly contributed to building the Carolinas for more than 46 years and have excelled in projects ranging from the intricacies of interior renovations to complex multi-faceted structures.

Over the years, Edifice has developed a reputation for delivering the highest quality services in general construction, construction management, and design-build delivery methods.

With an outstanding performance record, Edifice has been recognized by numerous industry associations for excellence in construction, a strong commitment to quality, and above all else, client satisfaction. The company has been awarded sixty (60) project-specific awards and 70% of our business derives from repeat clients.

The company has grown from revenues of $500,000 per year in the late 1970s to a steady growth with revenues reaching $500 million.

Firm Size

170 full-time employees.

Financial Capacity

EdificeConstruction has outstanding financial capacity as evidence from our bonding capacity. Our bonding company reviews company financials to support individual bonds in excess of 125 million dollars and have never not responded favorably to any bond needs Edifice would request for any project pursuit.

Available Resources

Our team is comprised of the top experts in project management for both pre-construction and construction management services.
Executive & Senior Leadership: 18
Pre-Construction: 10
Project Management: 55
Field Staff: 63
Office/Administrative: 24

Firm Organization

Edifice Construction is privately held LLC. Edifice Construction has operated under the same name since its inception in 1978 (46 years). The structure changed to a Limited Liability Corporation (LLC) in 2020.

Company Headquarters

EDIFICE, LLC
4111 South Boulevard, Charlotte, NC 28209

Primary Contact (Person authorized to enter into the contract with the City?

Tim Bender, Project Executive
P: 704.309-4545
E: tbender@edificeinc.com

List of proposed subcontractors

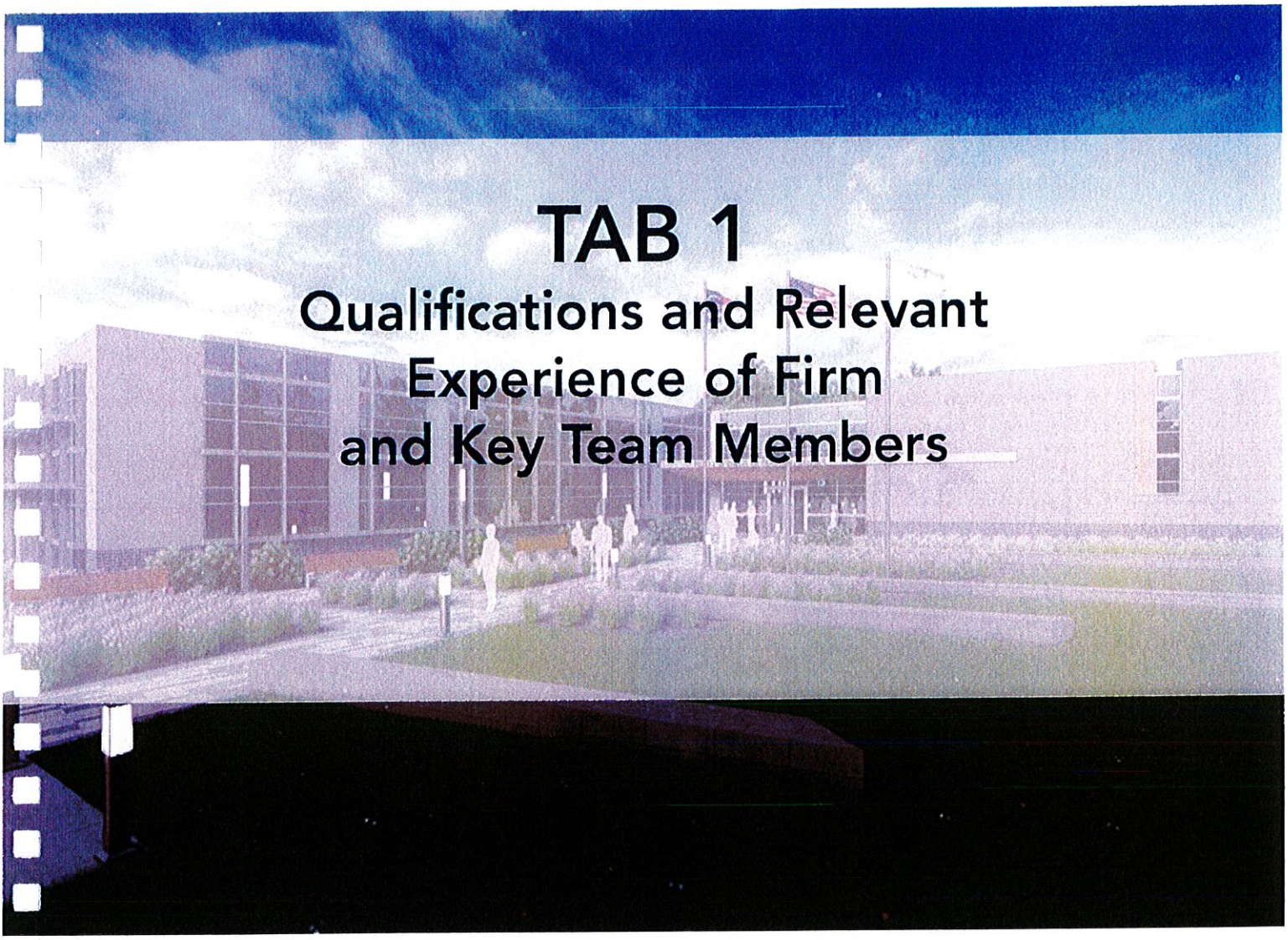
TBD after our qualification process.

AWARD WINNING PERFORMANCE

60 AWARDS Operational Excellence

ENR SE
One of the Largest Contractors in the Southeast

NCSA
Subcontractors Associations' Contractor of the Year
4-time recipient



TAB 1
Qualifications and Relevant Experience of Firm and Key Team Members

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Qualifications and Relevant Experience of Firm and Key Members

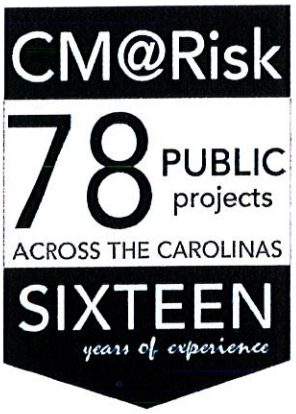
A. List a maximum of 5 most recent and relevant projects, either currently in progress or complete, as follows: List only projects involving the key team members or subcontractors proposed for this Project.

List projects in date order with newest projects listed first and include the following:
o Brief project description;
o Owner's representative having knowledge of the firm's work. Include the contact name, organization, phone, and email address on Required Form 3;
o Contract dollar amount and total time period involved;
o GMP vs. actual cost history;
o Established small, women, or minority business enterprise (S/W/MBE) goals vs. final utilization; and
o Discuss the methods, approach and controls used on the project in order to complete it in an effective, timely, economical and professional manner.

In the past 46 years, Edifice has been awarded nearly $4 billion of construction projects including over $1.5 billion of CM@Risk projects. We have been working on publicly-funded / government projects since our inception. We understand the critical nature of these facilities that serve the public, and how to craft buildings that meet the unique needs of these owners. Over 2 million square feet of municipal project experience gives us the expertise necessary to take on this project.

Our experience extends to numerous local counties, cities, and towns across the Carolinas.

- Mecklenburg County, NC
- Cabarrus County, NC
- Cleveland County, NC
- Davidson County, NC
- Iredell County, NC
- Union County, NC
- Forsyth County, NC
- Dorchester County, SC
- Lancaster County, SC
- York County, SC
- Greenville County, SC
- Chester County, SC
- City of Charlotte, NC
- City of Charleston, SC
- City of Concord, NC
- City of Gastonia, NC
- City of Hendersonville, NC
- City of Anderson, SC
- City of Albemarle, NC
- City of Georgetown, SC
- City of Goose Creek, SC
- City of Laurinburg, NC
- City of Rock Hill, SC
- City of Simpsonville, SC
- City of Statesville, NC
- Indian Land, SC
- Town of Greer, SC
- Town of Fuquay-Varina, NC
- Town of Mount Pleasant, SC
- Town of Harrisburg, NC
- Town of Huntersville, NC
- Town of Mint Hill, NC
- Town of Waxhaw, NC
- Town of Indian Trail, NC
- Town of Davidson, NC
- Town of Cornelius, NC
- Town of Morrisville, NC
- Town of Belmont, NC
- Town of Holly Springs, NC
- Town of Pineville, NC
- Town of Wake Forest, NC





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CONSTRUCTION



Holly Springs Operations Campus | Holly Springs, NC



Owner's Representative
Kimberly Keyes, Project and Construction Manager

Contract Dollar Amount
Phase IA: $2.8M
Phase 2: Est. 31M

Time Period Involved
2022-Present

Construction Cost
GMP: $34M
Actual Cost: TBD

S/W/MBE
Goals: 10%
Actual Utilization: TBD

Brief Project Description

Edifice has been working with the Town of Holly Springs to design a new Operations Center Campus. This campus will include the following departments: Utility and Infrastructure, Land Development, Building Safety and Inspections, Customer Service and Compliance, Information Technology, Utility and Infrastructure Business Asset Management, Parks and Recreation, Fleet Maintenance, Storm Water and Environmental Resources, Water Resources Department, Maintenance Department, Finance Storage and Laydown and Public Works Department. The project includes a main administrative office building, vehicle wash areas, fueling center, covered storage, lay-down yard, composting center as well as a main operations building and warehouse space.

Phase 1A - $2.8 million is underway. This phase includes clearing, grading, erosion control, access roads, detention ponds, vehicle/ equipment laydown space, and a citizen's convenience center. This phase will be complete by Summer of 2024.

Methods, Approach and Controls

Relevant Components
- Campus Approach
- Administrative Offices
- Storage & Laydown Areas
- Multiple Buildings
- Cover Sheds
- Stone & Sand Yard

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Gastonia Municipal Operations Center | Gastonia, NC



Owner's Representative
Michael Peoples, City Manager

Contract Dollar Amount
$9,767,486

Time Period Involved
May 2022 - August 2023

Construction Cost
GMP: $9,767,486
Actual Cost: $10,200,054
(owner approved changes)

S/W/MBE
Goals: 15%
Actual Utilization: 23.76%

Brief Project Description

This Design-Build project consists of the new 20,000sf Electric Division Operations Buildings which includes offices, break rooms, vehicle, equipment, and material storage. There is also renovation work on the existing 31,000sf Administration building and the 5,000sf Ready Room building. The main focus of the administration building is a new state-of-the-art training and conference room.

The Electric Division building has been designed and built as an Essential Building to operate 24/7 through any weather or event. The building includes the City's SCADA system and meets the requirements of a Risk Category IV building.

The project also involves all the necessary and updated site work, storm water provisions, parking, and infrastructure associated with each building.

Methods, Approach and Controls

Relevant Components
- Occupied Campus
- Renovation
- Phased Construction Method
- Storage & Laydown Areas
- 12 Oversized Roll up Doors to Cover Bays
- Cover Shed

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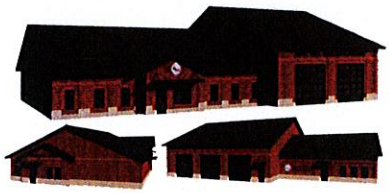
Mint Hill Public Services Facility | Mint Hill, NC



Owner's Representative
Brian Welch, Town Manager

Contract Dollar Amount
$16,934,664

Time Period Involved
November 2023 - Present

Construction Cost

GMP:	$16,934,664
Actual Cost:	TBD

S/W/MBE

Goals:	10%
Actual Utilization:	TBD

Brief Project Description

The Design-Build large-scale project is an ambitious endeavor aimed at creating a comprehensive infrastructure complex spanning 18 acres. At its core, the Public Services operations, housing essential components such as headquarters, maintenance facilities, equipment storage, a fuel depot, and ample space for material storage.

In addition to Public Services facilities, the complex also features a state-of-the-art 2-Bay Fire Station equipped with cutting-edge technology and amenities tailored to meet the demands of modern firefighting and emergency response. Complemented by dedicated training facilities, this station serves as a bastion of safety and preparedness, empowering firefighters with the skills and resources necessary to safeguard lives and property effectively.

Furthermore, the project incorporates essential support spaces for the Police Department, fostering collaboration and synergy between various branches of public safety. These spaces are meticulously designed to accommodate the diverse needs of law enforcement personnel, providing a secure and conducive environment for administrative tasks, briefing sessions, and other operational requirements.

Overall, this multifaceted complex represents a holistic approach to infrastructure development, prioritizing efficiency, functionality, and adaptability to meet the evolving needs of the community.

Methods, Approach and Controls

Relevant Components

- Campus Approach
- Storage & Laydown Areas
- Multiple Buildings

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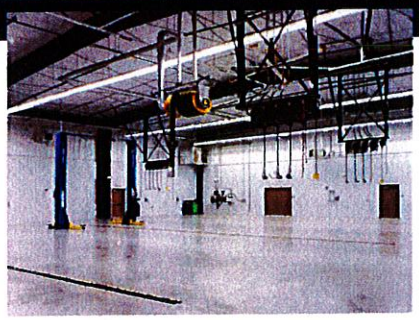
Harrisburg Public Works | Harrisburg, NC



Owner's Representative
Haynes Brigman, Deputy County Manager (former Town Manager for Town of Harrisburg)

Contract Dollar Amount
$5,088,203

Time Period Involved
August 2017 - June 2018

Construction Cost
GMP: $5,088,203
Actual Cost: $5,047,598

S/W/MBE
Goals: 18%
Actual Utilization: 19%

Brief Project Description
The new 20,000sf, single-story Public Works facility houses the Public Works Department and other Town Departments and/or employees. The project includes a 15,000sf equipment, material storage building, and a fuel island. Site design and construction was required to adequately house vehicles and equipment in the Town's Public Works Department, Maintenance Department, Parks and Recreation Department and any vehicles that are being serviced in the garage.

Methods, Approach and Controls
Relevant Components
- Campus Approach
- Storage & Laydown Areas
- Stone & Sand Barns
- Administrative Offices
- 8 Roll up Doors to Truck Bays

"We had two unique projects managed by Edifice that offered their own set of challenges; however, the Edifice team was always willing to do what was necessary to ensure the success of the projects. I most appreciated the care and personal approach shown to our projects by the Edifice team, and I would gladly recommend them to any organization interested in their services."

Haynes Brigman, Brunswick County

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Mecklenburg County MEDIC Headquarters & Operations Relocation | Charlotte, NC



Owner's Representative
Bryan Turner, Senior Project Manager

Contract Dollar Amount
$37,477,322

Time Period Involved
April 2016 - January 2018

Construction Cost
GMP: $37,477,322
Actual Cost: $37,477,322

S/W/MBE
Goals: 21%
Actual Utilization: 32.5%%

Brief Project Description

The MEDIC project included the renovation of a 120,000sf warehouse, an administration addition, plus two new buildings totaling approximately 180,000sf on a 20-acre site. This project accommodates space needs to include office areas for administration, training and stimulation space, finance, and operations support, a 911 call center, communications center, fleet maintenance, a Ready-Line building setup for over 70 emergency response vehicles and Special Disaster Response vehicles, plus logistics, **warehousing, vehicle wash building and a fueling station.** Site work includes circulation, parking, and storm water management for approximately 500 cars.

The Fleet Maintenance Building was set up for MEDIC to do everything but transmissions and heavy engine repairs/replacements. There were 10 maintenance bays with 8 Surface Lifts, 1 2-Post vehicle lift, and one general maintenance bay. Other ancillary areas included a Tire Work Shop, Common Work Area, Fluids Room, Parts Room, Portable Equipment Storage, Lockers, Offices, and a Library.

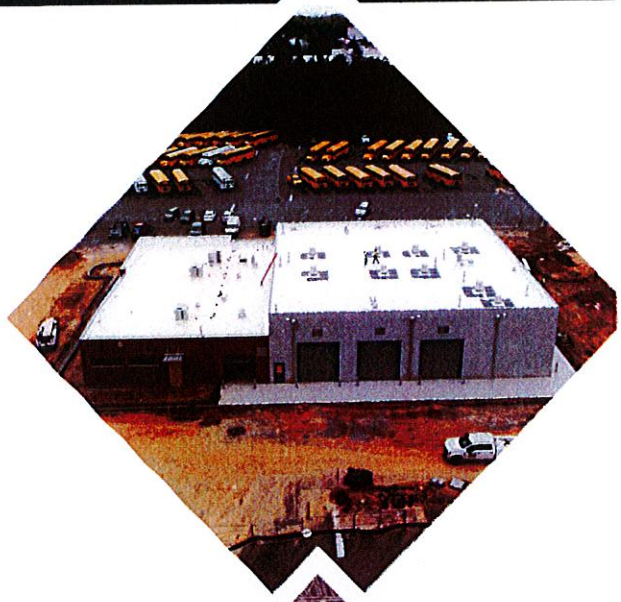
Methods, Approach and Controls

Relevant Components
- Campus Approach
- Renovation
- Phased Construction Method
- Storage & Laydown Areas
- Multiple Buildings

"The efficiency, cost controls (it came in under budget) and attention to detail shown by the Edifice team are a great reflection on the company. Everyone's involvement on every level of detail and the ability to compromise made the administration of the project a success for all."
Bryan Turner, Sr Project Manager, Mecklenburg County

ADDITIONAL RELEVANT PROJECT EXPERIENCE

City of Concord Fleet Maintenance Facility,
Concord, NC | CM@Risk
The new, 44,000sf facility will include fleet administration, parts department, maintenance offices, maintenance and repair bays, tire shop and storage, machine and weld shop, and utility spaces along with staging area and vehicle fueling.



Charlotte-Mecklenburg Schools Bus Maintenance Facilities,
Charlotte, NC | CM@Risk
2 new bus facilities on existing CMS bus lot locations. Project is currently in construction phase and the scope includes 6 bays with offices, support spaces, training room, ready room, and site upgrades.

City of Charleston Operations Facilities Complex,
Charleston, SC | CM@Risk
Programming and budgeting for a new Operations Facilities campus for the City of Charleston, SC

CATS Bus Operations & Maintenance Facility,
Charlotte, NC
16-acre Bus Operations campus including a 90,000sf maintenance building with 42 vehicle lifts, 2 and 4 post axle lifts, and a vehicle maintenance pit. Other buildings include a 35,000sf office building, 450 space parking deck, 40,000sf paint & spray body shop, 35,000sf of fuel/fares/ wash buildings and a fuel depot.



- Iredell County Public Safety Complex
- CATS Light Rail Maintenance Facility
- Pineville Communications & Electric Facility CM@Risk
- Pineville Town Hall and Library CM@Risk
- Pineville Fire Station CM@Risk
- Simpsonville Municipal Complex CM@Risk
- Greenville County Summary Court CM@Risk
- Town of Davidson Municipal Complex CM@Risk
- Hendersonville Fire Station No.1 CM@Risk
- Laurinburg City Hall and Police Department CM@Risk
- Mint Hill Town Hall CM@Risk
- Mint Hill Police Department CM@Risk
- Waxhaw Police Department CM@Risk
- Indian Trail Town Hall and Town Square CM@Risk
- City of Albemarle Police Department CM@Risk
- CMPD Central Division CM@Risk
- Union County Southwest Library CM@Risk
- Mecklenburg County South Regional Library CM@Risk
- Hendersonville Downtown Parking Deck CM@Risk



Qualifications and Relevant Experience of Firm and Key Members

B. Provide an organization chart of all key team members who will be directly involved in providing services, including any subcontractors, to be assigned specifically to this project. Identify the Project Manager who will be empowered to make decisions for and act on behalf of the firm. Identify any member of the team that is certified as a minority, woman, or small business firm. Please note that City approval will be required if the CMR desires to replace any subcontractors after they have been approved for the project.

Lincolnton NC
Near the City. Near the Mountains. Near Perfect.

EDIFICE CONSTRUCTION



Mike Carlisto, LEED AP
Executive Vice President
Owner Oversight



Tim Bender
Project Executive
Single point of contact

PRE-CONSTRUCTION

CONSTRUCTION



Matt Toffey
Sr. Pre-construction Manager



Jim Bates
Construction Manager



Robbie Dineen
Project Manager



Devan Rogers
Superintendent

Qualifications and Relevant Experience of Firm and Key Members

C. Describe any previous collaboration(s) between key team members, the responsibilities of each team member during these collaborations, and the project(s) outcome. Cite any significant achievements reached as a result of this collaboration. Discuss the successes of the team collaboration, and any problems encountered and methods used to mitigate issues. / D. Resumes may be submitted for each proposed key team member.

Key Team Members Resumes may be found on the following pages.

Project Management Team

Mike Carlisto, the Executive Vice President will provide owner oversight for the project team. **Tim Bender** will serve as the Project Executive and as the primary contact / team leader for this project and will represent Edifice throughout both pre-construction and construction phases. It will be Tim's responsibility to manage the pre-construction operation through the design and budget phases to the GMP negotiations. Tim will be a management and coordination link to the design team(s), the owner's project management team and building inspectors. They will coordinate the minority participation activities and manage trade package bids with the pre-construction team, and then facilitate contract negotiations and scheduling for the project management team.

Pre-Construction

- **Matt Toffey**, with assistance from the rest of the pre-construction team, will be responsible for the management of the estimating process, assembling cost proposals, value engineering activities, project design document and constructability reviews. They will assure tracking mechanisms are in place to communicate changes in the budget during each phase of the pricing exercise. During the construction phase, the pre-construction team will provide support to the construction team during any pricing exercises as needed. This team is ready to assist with document reviews, contract negotiations, and pricing changes to contract documents as needed.

Construction

- **Tim Bender** will provide executive project management oversight of the construction project. He will participate in the conceptual development of a construction project and using his expertise he will collaborate with architects, engineers, and other construction specialists to derive real solutions for successful outcomes. Other responsibilities include overseeing the project's organization, budget, scheduling, implementation and interpreting contracts and technical information to the project team and other professionals.
- Our Project Manager, **Robbie Dineen** will be responsible for the day-to-day administrative control and ultimate authority and oversight of the project. This includes but is not limited to: contract negotiations, writing subcontracts, subcontractor management, processing submittals, processing RFI's, handling changes, accounts receivables, account payables, addressing constructability issues, document control, schedule generation and maintenance, budget control and reporting, maintaining all logs, lead Owner/Architect/ Contractor meetings and distribute meeting minutes.
- **Devan Rogers**, the Project Superintendent will be responsible for the day-to-day oversight of the project and have daily authority on the site. This includes but is not limited to: scheduling subcontractors, project safety, project cleanliness, pushing and maintaining scheduled progress, quality control, erosion control, environmental control, obtaining appropriate state construction approvals and inspections, coordinating subcontractor trades, and assuring overall project harmony. During the pre-construction process, our team will assist in the design and schedule management. This enables the owner to get the benefit of construction input through every stage of design. Constructability and Value Engineering can be employed earlier in the game in order to facilitate the start of construction.

The Project Executive stays involved throughout pre-construction and construction services. The Vice President of Pre-construction Services stays heavily involved with oversight during pre-construction and the Pre-construction Manager will be 100% dedicated the project through pre-construction and bidding. The Project Manager starts to get heavily involved at Design Development with Constructability Reviews, creating Scopes of Work for the Trade Packages, and building the construction schedule. The Project Manager also assists the team during the Pre-qualification of Trade Contractors process.



Tim Bender | *Project Executive*

As Project Executive Tim will be the single point of contact from pre-construction through close-out. Tim brings 16 years of construction experience and will provide the day-to-day administrative oversight of the project. He will be responsible for all budgets, schedules, subcontractors & suppliers, document control, and contractor/architect/owner correspondence.

Years of Experience: 16

Years with Firm: 16

Education

Appalachian State University
BS, Industrial Technology / Construction Management

Certifications / Training

CPR & First Aid
Federal CQM Training
GHS / Hazcom

Relevant Project Experience

Gastonia Municipal Operations Center | Gastonia, NC
This Design-Build project consists of the new Electric Division Operations Buildings which includes offices, break rooms, vehicle, equipment, and material storage. There is also renovation work on the existing 31,000 SF Administration building and the 5,000 SF Ready Room building. Design-Build

Union County BARN Project | Monroe, NC
A new facility to support agricultural start-up companies and agricultural producers/growers. The facility will house commercial kitchens with customized and specialty kitchen equipment, scaled cold and dry storage, multi-use warehouse space, general offices, and conference/training room(s). CM@Risk

Huntersville Town Hall | Huntersville, NC
New, 54,000 SF town hall to accommodate the department and community growth with improved and expanded office spaces. Design-Build

Hendersonville Fire Station No. 1 | Hendersonville, NC
19,000 SF, 4-bay fire station, living quarters and fire administrative headquarters. CM@Risk

Pineville Fire Station | Pineville, NC
2-story, 6-bay fire station, living quarters and fire administrative headquarters. CM@Risk

Pineville Town Hall & Library | Pineville, NC
A new 2-story 43,088 SF downtown building. The top floor will house town services and include a 2,000 SF council chamber and main data/server room for the town. The first floor will house a new state-of-the-art Mecklenburg County Library, and will be the only one located within the Town limits. CM@Risk

Pineville Communications & Electric Facility | Pineville, NC
New complex will include communications and electrical buildings, covered open air shed for the communications department, and covered open air shed for the electric department. CM@Risk

Concord Communications & Emergency Management Facility | Concord, NC
New 12,000 SF 2-story communication and emergency management building. Then facility will house Communication, CEM staff, and EOC operations. Design-Build

Davidson Public Facilities Complex | Davidson, NC
Historic Renovation / addition of existing Town Hall, new Police Headquarters and existing Fire Department. CM@Risk



Jim Bates | *Construction Manager*

As Construction Manager, Jim brings 31 years of construction experience and will provide project management oversight of the construction project. He will participate in the conceptual development of a construction project and using his expertise he will collaborate with architects, engineers, and other construction specialists to derive real solutions for successful outcomes. Other responsibilities include overseeing the project's organization, budget, scheduling, implementation and interpreting contracts and technical information to the project team and other professionals.

Years of Experience: 31

Years with Firm: 8

Education
Albright College
BS, Business Administration

Certifications / Training
CPR & First Aid
Federal CQM Training
OSHA 10 Hour
OSHA 30 Hour
Soil & Erosion

Relevant Project Experience

Iredell County Public Safety Complex | Statesville, NC
37,000 SF complex housing the county's 911 Call Center, administration space for emergency medical services (EMS), the fire marshal's office, and ECOM services. Design-Build

Iredell County Jennings Park | Statesville, NC
Recreation park with baseball fields, Soccer Fields, concession buildings, a field house, and maintenance Building. Demo of existing fields and concessions. Asbestos removal done by Iredell County. CM@Risk

CMS Bus Garage North & South | Charlotte, NC
Two (2) new 17,000 SF Bus Maintenance Facilities at (2) separate locations for CMS. CM@Risk

Westpark 85 Industrial Building | Charlotte, NC
561,000 SF new distribution warehouse including sprinkler systems, dock doors, and new parking. Speculative building and tilt construction.

Huber Technology | Denver, NC
66,000 SF new manufacturing facility with a two-story office component. Precast wall panels with a glass curtain wall system on a steel superstructure frame. Building features include: a drive-in truck dock, three bridge cranes, 10+ jib cranes, and 100% PoE lighting system in the office area.

Huber Passivation + Addition | Denver, NC
123,000 SF expansion and addition at US Headquarters. The expansion enhances the machine shop capabilities with sheet metal fabrication and the additional building consists of a full dip pickling building for the passivation process.

Amazon Sound Wall | Charlotte, NC
Construction of a giant sound wall between building and house for a warehouse distribution center.

Dorchester Commerce Center / Hodge Road | Summerville, SC
Two tilt-up warehouses (216k SF and 317k SF) on 33 acres.

Hambright Industrial Building | Huntersville, NC
225,000 SF, tilt-wall constructed industrial speculative building on a 23 acre site.

Project Ridgeline_CLT9 | Charlotte, NC
The project scope consisted of sitework with building modifications, dock modifications, and parking.

Southridge Industrial | Bessemer City, NC
New 280,460 SF speculative building on a 29-acre site in an existing industrial park. This property includes build-to-suit office space; loading bay with 52 dock doors, two (2) drive-in doors, and a truck court 190' deep; and parking spaces for 244 cars and 59 trailers.



Matt Toffey | *Senior Pre-construction Manager*

As a Senior Pre-construction Manager, Matt will provide his expertise in the pre-construction process from the initial concept to the final design. With 18 years of experience, he will focus on maintaining the Owner's budget, implement phasing and contracting requirements, address constructability issues, provide cost model estimates and a value analysis report. Working closely with the Architects, Engineers and Owners, Matt will also help keep the design team on schedule until start of construction.

Years of Experience: 18

Years with Firm: 5

Education
Clemson University
BS, Civil Engineering

Certifications / Training
CPR & First Aid
OSHA 10 Hour

Relevant Project Experience

Mint Hill Public Services Facility | Mint Hill, NC
The 18-acre complex includes Public Services headquarters, maintenance, equipment, and material storage, a 2-Bay Fire Station and training facilities, and Police Department support spaces. Design-Build

Town of Holly Springs Operations Campus | Holly Springs, NC
The new campus will include the following departments: Utility and Infrastructure, Land Development, Building Safety and Inspections, Customer Service and Compliance, Information Technology, Utility and Infrastructure Business Asset Management, Parks and Recreation, Fleet Maintenance, StormWater and Environmental Resources, Water Resources Department, Maintenance Department, Finance Storage and Laydown and Public Works Department. CM@Risk

Hendersonville Police HQ | Hendersonville, NC
New, 2-story, 26,000 SF police station. The facility includes all police operations, and 911 Call Center. CM@Risk

Huntersville Town Hall | Huntersville, NC
New, 54,000 SF town hall to accommodate the department and community growth with improved and expanded office spaces. Design-Build

Greenville County Summary Court | Simpsonville, SC
New Summary Court located on the site of the Simpsonville Municipal Complex CM@Risk

City of Simpsonville Municipal Complex - City Hall, Fire and Police Stations & Park | Simpsonville, SC
30,000sf Police Department and Town Hall, 25,000sf Fire Station and City Park with tennis courts, basketball courts, two football fields, a refurbished dog park, restroom building, walks and paths, disc golf course, great lawn event area, fountain, and other very neat site amenities. CM@Risk

City of Anderson Linley Park Improvements | Anderson, SC
Redevelopment and improvements to an existing 8.7 acre park will include the rehabilitation of Whitner Creek, and the construction of a Greenway along Whitner Creek. CM@Risk

American Legion Memorial Stadium Renovations | Charlotte, NC
Demolition and reconstruction of the 85-year old stadium includes a 10,500-seating capacity, synthetic turf, and replication of the original design by using a100% recycled original stone field wall, replicated ticketing booths, and replicated concrete walls. CM@Risk

Pineville Town Hall & Library | Pineville, NC
A new 2-story 43,088 SF downtown building. The top floor will house town services and include a 2,000 SF council chamber and main data/server room for the town. The first floor will house a new state-of-the-art Mecklenburg County Library, and will be the only one located within the Town limits. CM@Risk



Robbie Dineen | *Project Manager*

As the project manager, Robbie brings 18 years of experience in the construction industry and will provide the day-to-day administrative oversight of the project. He will be responsible for all budgets, schedules, subcontractors & suppliers, document control, and contractor/architect/owner correspondence throughout construction and closeout.

Years of Experience: 18

Years with Firm: 2

Education
Syracuse University
BS, Construction Management

Certifications / Training
OSHA 30 Hour

Relevant Project Experience

Davidson Public Facilities Complex | Davidson, NC
Historic Renovation / addition of existing Town Hall, new Police Headquarters and existing Fire Department. CM@Risk

Statesville Fire Station #1 | Statesville, NC
The Statesville FS No.1 project consists of a new 2-story, 26,000 SF station to replace the existing station and accommodate the City's growing needs. On the lower level, there are 14 large offices, a conference room, a break room, and large logistical storage rooms. This area will support the fire administration and logistical support for the department. The upper level is wood framed and houses 11 bunk rooms with 33 beds, showers, a large capacity kitchen, training, and fitness areas for the fire staff. The Apparatus Bay consists of 4 pull-through bays and 2 mezzanines. There is also a 3-story training tower utilized by the fire staff for various training exercises. Design-Build

Wake Forest Fire Station #6 | Wake Forest, NC
New, approximately 14,500 SF, 2- story, 3-bay building with apartment accommodations, a weight room, office, toilet rooms and showers, dining room and kitchen and other support facilities. Design-Build

Project Experience prior to joining Edifice

Gilboa School Bus Garage
6,000 SF Pre-Engineered Metal Building with Mezzanine

YMCA Senior Center
22,000 SF 2-story Building

Olympic Regional Development Authority Administration Building
3-story 30,000 SF office building with high end finishes.

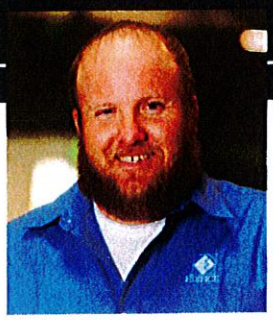
Soldier on Veteran Housing
Interior demolition and renovation of a 55,000 SF, 100-year-old historic building into 51 individual units for permanent veteran housing.

National Security Agency
Construction of a 5-story 1,200 space precast parking garage from the up for NSA final use.

Berkshire Place Nursing Homes
Construction of a 54-unit, 3-story nursing home with two commercial kitchens, offices, nurse stations, rehab room, service, and passenger elevators.

Steven's Trucking Renovation
3,000 SF alteration and renovation

Central Association for the Blind
Removed and replaced water damaged finishes in offices, training kitchen, and server room. The project took place while the facility-maintained operations.



Devan Rogers | *Superintendent*

Devan brings 13 years of construction experience and will be on-site full time and responsible for the day-to-day direct oversight in the field. He will coordinate all field activities with respect to all subcontractors, materials, equipment, safety, quality, schedule adherence and inspections.

Years of Experience: 13

Years with Firm: 2

Education
Western Carolina University
BS, Construction Management

Certifications / Training
Forklift Operator Training
OSHA 10 Hour
OSHA 30 Hour

Relevant Project Experience

Statesville Fire Station #1 | Statesville, NC
The Statesville FS No.1 project consists of a new 2-story, 26,000 SF station to replace the existing station and accommodate the City's growing needs. On the lower level, there are 14 large offices, a conference room, a break room, and large logistical storage rooms. This area will support the fire administration and logistical support for the department. The upper level is wood framed and houses 11 bunk rooms with 33 beds, showers, a large capacity kitchen, training, and fitness areas for the fire staff. The Apparatus Bay consists of 4 pull-through bays and 2 mezzanines. There is also a 3-story training tower utilized by the fire staff for various training exercises. Design-Build

Project Duo / Rankin USA | Dallas, NC
30,000 SF tilt panel facility on a 6.6 acre site includes 24,000 SF dry storage warehouse and 6,000 SF one-story Class B office space. This is the second building awarded to Edifice within the new Apple Creek Corporate Park.

Project Raven Phase 1.5 Lab Space | Dallas, NC
6,000 SF laboratory upfit to an existing space.

Project Experience prior to joining Edifice

Union Voluntary Fire Department | Vale, NC
Union Vol fire dept main station and substation.

Warehouse Addition | Taylorsville, NC
30,000 SF warehouse addition with multiple equipment foundations.

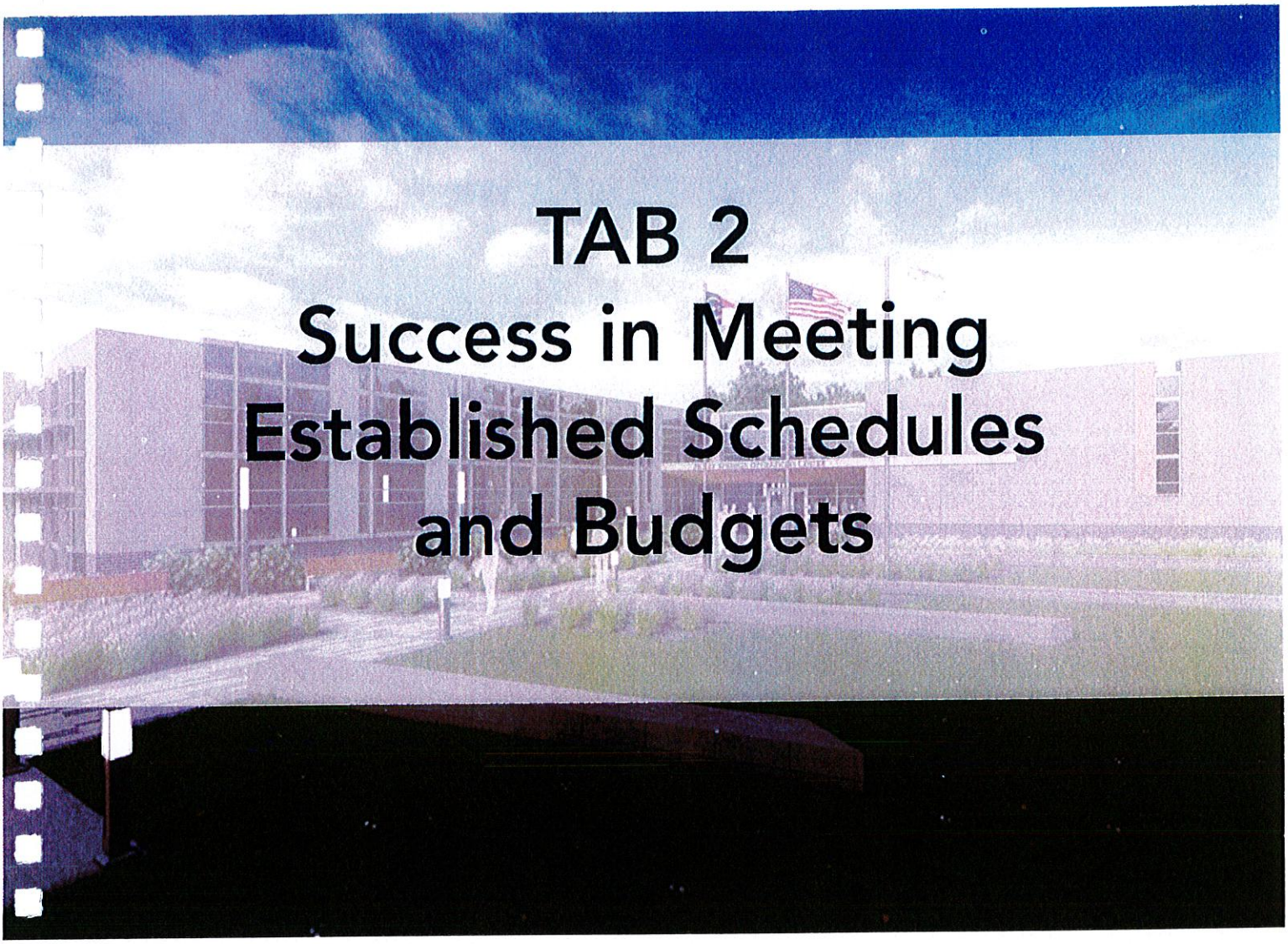
Warehouse Addition | Taylorsville, NC
50,000 SF warehouse addition with equipment foundations.

Equipment Pit | Mooresville, NC
14'w x 12'Deep x 120' long equipment pit with elevated slab.

Warehouse Addition | Statesville, NC
50,000 SF warehouse addition.

Distribution Warehouse | Mooresville, NC
230,000 SF distribution warehouse.

Gildan Yarns | Salisbury, NC
Gildan yarns 650,000 SF Salisbury plant.



TAB 2
Success in Meeting Established Schedules and Budgets

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Success in Meeting Established Schedules and Budgets

A. Describe the firm's and the key team members' past success in meeting established schedules and budgets for major projects as construction manager. Describe the methods, procedures, and policies used to maintain schedules and budgets.

We pride ourselves on providing quality services that will meet or exceed the project's schedule and budget. We approach every project as if we are spending our own money, striving to get the best value for client's budget. We have completed many projects with compact schedules, those with tight budgets, and often both. We have the resources available to accommodate, meet and maintain a demanding schedule.

MAINTAINING THE BUDGET

With the CM at Risk process the Guaranteed Maximum Price (GMP) should not go up or down during construction unless the owner requests and adds a change, scope revision, unforeseen condition, or design omission into the contract. A Construction Contingency will be implemented into the GMP and will be used to cover scope gaps, subcontractor default, items that were intended but not detailed or shown in their entirety, schedule enhancements or acceleration, and other items agreed to by the Project Team. The Construction Contingency is managed by the CM and its use will be discussed with and agreed upon by the Project Team. If an Owner wants to make a change, revision, or addition to the scope, this is where the Owner's Contingency would be utilized.

Our pre-construction process will minimize change orders, design omissions, and unforeseen circumstances. It's our goal to eliminate all of the above, but nothing is 100% certain. Our detailed quantity takeoffs, design milestone budgets, constructability reviews, planning, scheduling, trade contractor scopes of work, bid package manual, and coordination meetings with the Owner and Designers during pre-construction services helps to build a thorough, biddable set of construction documents. Our process and efforts in pre-construction help to eliminate schedule challenges in construction. We build the project on paper or in a model before a shovel hits the ground.

SCHEDULE

We believe that the generation, maintenance and utilization of the project schedule is absolutely key to achieving our project completion dates. Our philosophy is to be the keeper of the entire project schedule, not just of the construction activities, but of every phase of the construction process including the design, permitting, submittals, construction, inspections, owner's equipment, project close-out requirements. We don't develop our schedules in a vacuum. The success of building a usable working schedule depends on the buy-in and input of the entire project team including the Owner, Architect, Engineers, Contractor, and the Subcontractors.

- Pre-Construction: We will generate a milestone schedule at the onset of the project. This schedule incorporates all the projects major milestones including all design completion dates, permitting requirements, and major construction activities and sequencing.
- Construction: We will build upon the milestone schedule generated during the pre-construction phase prior to the start of construction, and include all construction activities, sequencing and durations. We incorporate all long-lead material lead times and their respective submittals to make sure we are pro-active in our approach to the buyout and submittal process. We incorporate any owner equipment or fixtures so they can be coordinated with the other trades. We build our schedules to include any special inspection requirements and any specific certificate of occupancy needs.

EDIFICE
CONSTRUCTION

Success in Meeting Established Schedules and Budgets

COST ESTIMATING (SD vs DD vs GMP)

We will share the details of every pricing situation from pre-construction estimates to actual job costs. The project budget is monitored at each design milestone with detailed itemized cost breakdown where subcontractor and supplier commitments are measured against the itemized budget. As plans are further developed, the budget from the previous design milestone is compared to the current design milestone budget. This comparison allows the team to track and monitor any ups and downs on particular trades, materials, or equipment. It promotes discussion on cost saving measures and helps us maintain the budgets within the budget. During construction all costs, contingency expenditures, Owner proposed scope adds or revisions are discussed at weekly or bi-weekly meetings. The owner is always made aware of the status of the project budget throughout the progress of the job. At the completion of the project, all savings under the GMP are reconciled to the contract through a deductive change order.



Initial Budget Estimate to GMP through Final Cost

3%

HISTORICAL *average*

"Edifice delivered a project that matched our intended timeline and budget. They were able to effectively meet our project schedule requirements and quickly adapted to any schedule changes. The project ran smoothly and communication between the Town and Edifice was easy; they were responsive to all feedback we provided along the way."

Deputy County Manager Haynes Brigman / formerly with Town of Harrisburg
(Project: Harrisburg Public Works Facility)



TAB 3
Availability of Key Team Members

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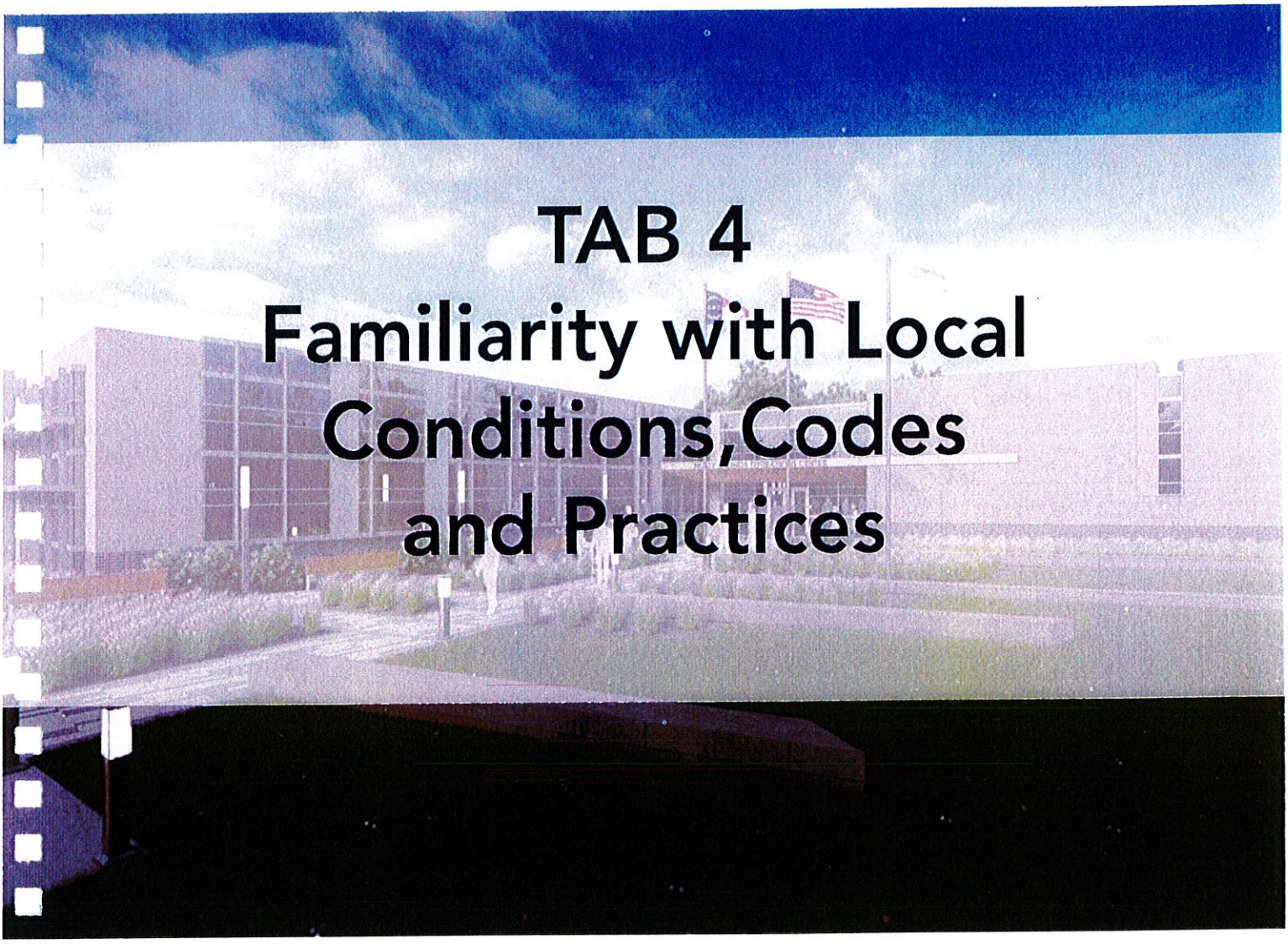
Availability of Key Team Members for This Project

A. Discuss the availability of your key team members, particularly for the next 12-24 months.

In addition to all the team members, we are thoroughly available and qualified to perform services for your project. Edifice has 170 employees, including 43 Project Managers and 63 Superintendents.

The Project Superintendent, Devan Rogers will be on site full time, 100% committed to the project. Our Project Manager, Robbie Dineen, will be 100% full time committed to your project. All of our team member firms are fully available to undertake this project as well. We are confident about this team's ability to undertake your project and complete it on schedule.

Personnel	Pre-construction Duties / %	Construction Duties / %
Mike Carlisto Executive Vice President	Design review, constructability issues, cost model estimates, schedule, value analysis, and procurement / 10%	Team Oversight / 10%
Tim Bender Project Executive	Design review, constructability issues, cost model estimates, schedule, value analysis, and procurement / 50%	Team Oversight / 20%
Matt Toffey Senior Pre-construction Manager	Design review, constructability issues, cost model estimates, schedule, value analysis, and procurement / 100%	Construction Procurement / As needed
Jim Bates Construction Manager	Design review, constructability issues, cost model estimates, schedule, value analysis, and procurement / 20%	Oversight of coordination of subcontractors, Safety, QC, change order review, schedule control, payment approval / 30%
Robbie Dineen Project Manager	Collaboration with the pre-construction team for constructability reviews, schedule management, budgetary assistance / 50%	Coordination of subcontractors, trades, vendors, suppliers, Safety, QC / inspections, change order review, schedule control, commissioning, and payment approval / 100%
Devan Rogers Superintendent	Constructability reviews, develop safety plan, develop quality control plan / 25%	Onsite coordination of subcontractors, trades, vendors, suppliers, Safety, QC / inspections, shop drawing review, change order review, schedule control, commissioning / 100%



TAB 4
Familiarity with Local Conditions, Codes and Practices

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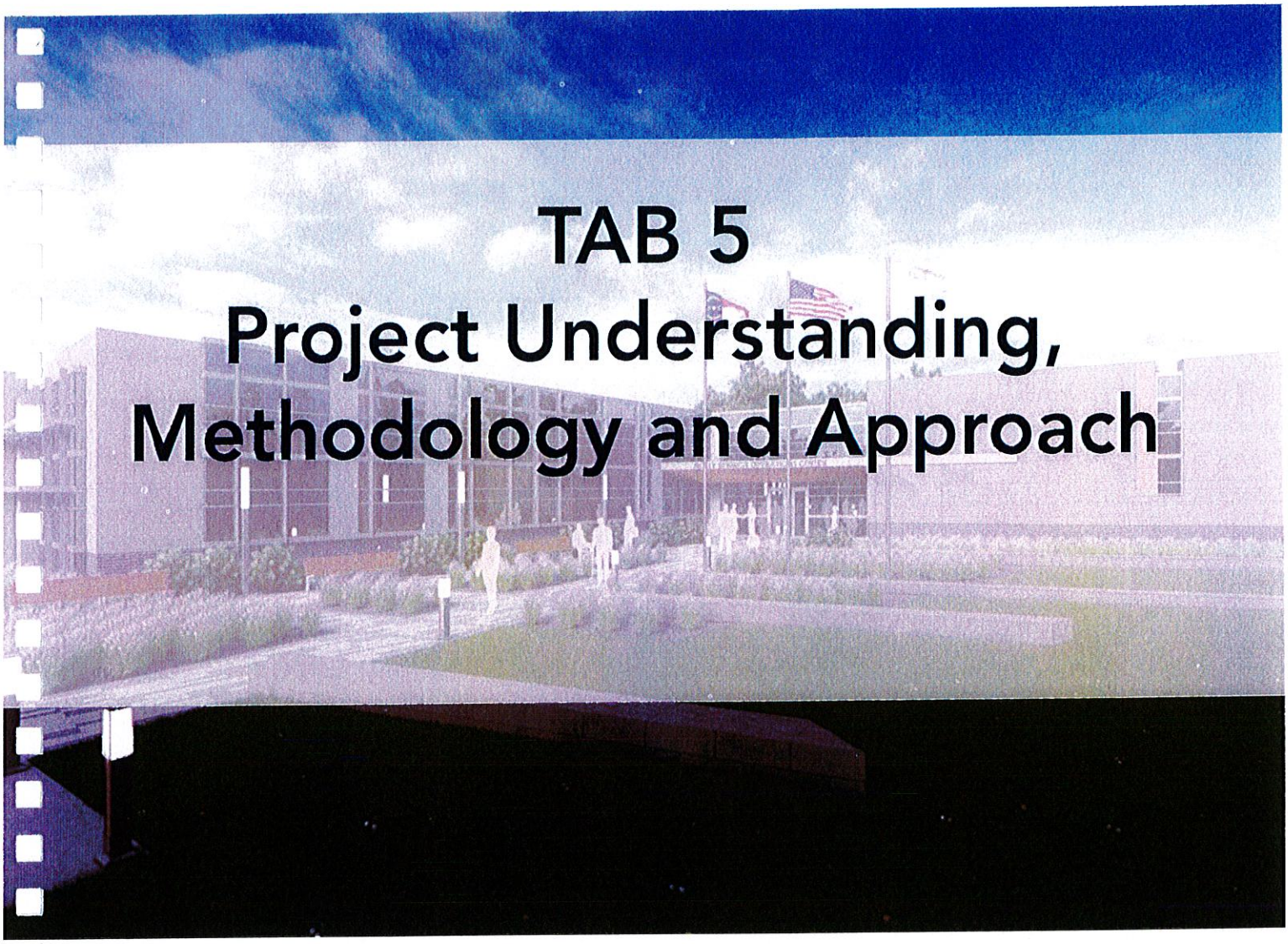
Familiarity with Local Conditions, Codes and Practices as Evident in Previous Projects

A. Discuss your firm's familiarity with local conditions, codes and practices and how these were applied on previous projects.

Our team fully understands the complex requirements and the many individuals who will review, approve and inspect your project from design through completion. This knowledge will serve as an asset to the Owner and ensure project deadlines are upheld. We have worked on countless new and renovation projects throughout North Carolina requiring review and permitting through various local and state authorities (NCDPI, NCDOI, CDOT, NCDOT) with jurisdiction.

With a diligent approach to project management, we prioritize comprehensive research and understanding of the unique regulatory frameworks and environmental factors that shape each locale. This expertise is not merely theoretical but has been rigorously applied in practice, evidenced by our successful completion of past projects that have seamlessly integrated into the fabric of the community. By aligning our designs and methodologies with local codes and practices, we ensure compliance and mitigate potential obstacles, fostering smooth project execution and minimizing risks. Our track record speaks volumes about our commitment to navigating the intricacies of local regulations while delivering innovative solutions that resonate with the needs and aspirations of the community.





TAB 5
Project Understanding, Methodology and Approach

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Project Understanding, Methodology and Approach

A. Describe the firm's Project Management and Quality Control procedures, processes for performance, and past involvement of these types of projects.

Edifice employs a tried-and-true process on all of our projects. We have tailored our pre-construction and construction services to the needs of our clients. On public CM@Risk projects we follow legislative requirements, bid laws, and other rules of the road mandated by the state. We furnish personnel that is experienced and a "right fit" for a project. Our process starts with the proposed completion date in mind and scheduled back to the start of design, completion of design, and start of construction.

PRE-CONSTRUCTION / CONSTRUCTION SERVICES PROVIDED

PRE-CONSTRUCTION

- Investigation of existing conditions at the future jobsite
- Schematic document pre-construction activities:
  - Scheduling with pre-construction and construction management teams
  - Constructability review and reporting
  - Prepare a Schematic Design Preliminary GMP or PGMP
  - Generate value engineering ideas
- Solicit subcontractors and suppliers to participate in the pre-construction process
- MWBE outreach and project information sessions
- Complete scope coverage investigations to ensure there are no scope gaps
- Design document pre-construction activities
  - Scheduling with pre-construction and construction management team
  - Constructability review and reporting
  - Prepare a design development preliminary GMP or PGMP
  - Start pricing value engineering ideas and generate further ideas
  - Complete scope coverage investigations to ensure there are no scope gaps
  - Class detection
- Complete general conditions estimate and review
- Construction document pre-construction activities
  - Verify design development constructability items in CDs
  - Complete a comprehensive constructability review of the CDs
  - Finalize scheduling with pre-construction and construction management teams
  - Advertise and solicit for subcontractor and supplier bids
  - Bid the project and prepare the GMP
  - Finalize value engineering pricing
  - Complete further scope coverage investigations to ensure there are no scope gaps during negotiations with low trade contractor bidders.
- Contract document control
- Fee, GC, and GMP contract negotiations
- BIM - Class detection

CONSTRUCTION

- Scheduling – In-house and 3rd party consultant
- Coordination of project management team with owner and owner's representatives
- Cost tracking
- Quality control management plan
- Safety management – In-house and 3rd party consultant
- On-site management:- Project Manager/ Superintendent
- Subcontractor and supplier contract negotiations
- Submittal management & Control
- Change management
- HVAC commissioning
- On-site subcontractor coordination & management
- Project closeout and as-builts
- Coordinate owner training & maintenance procedures
- Warranty Management
- BIM coordination
- Test & balance
- Drone aerials for tracking

Edifice views the City of Lincolnton, the architects, engineers, consultants, trade contractors, the citizens and other organizations who are involved with the project or tied to the project as partners. As a Construction Manager at Risk we are to be an extension of the City your fiduciary, we will help represent the City on this project.

During the CM at Risk process, our team will assist in the both pre-construction and construction of the project. This enables the owner to get the benefit of the CM's input through every stage of design and construction.

Our process is set up to help the owner, designers, and subcontractors minimize conflicts and change orders. Change management should only occur when an Owner adds scope, directs a change, or time to a project. Our Budget process and Constructability Reviews at each design milestone (Schematic, Design Development, & Construction Documents) allow interaction between the Project Team Members. The Project Team is made up of the Owner, Designers, Subcontractors, and Construction Manager. We push and pull together to resolve conflicts and drawing omissions during Pre-construction.

Our approach will include:

- Listening to the needs, desires, and vision of the Owner.
- Contributing to the conversation regarding performance of the design to meet the needs, desires and vision of the City.
- Providing current market pricing for the various systems, products and specialties that will make up the Cost of the Work. And offering suggestions for best value and performance.
- Provide constructability reviews of the design documents to insure best practices, high quality, and longevity of the work.
- Provide input into scheduling the work including phasing and sequencing the work to best coordinate with the ongoing activities and minimize the overall impact of the construction.

Edifice likes to utilize the entire project team from the beginning of our involvement in the project on through to the end of construction. The operations team gets involved during the pre-construction phase and literally starts building the project on paper through schedule development and constructability reviews. Within our pre-construction schedule we start developing construction milestones and the identification of design, budget, constructability, agency approval, and long lead item(s) milestones. With the construction activities, means and methods, planning, and construction methodologies analyzed and laid out, we are literally able to hit the ground running once a Guaranteed Maximum Price (GMP) is finalized for the start of construction. This allows for a shorter project duration that allows the Owner to save time and money, and also allows for the implementation of Owner, Designer, and Construction team input into the drawings throughout the pre-construction process.

PROJECT PLANNING & MANAGEMENT

Value Engineering

Our team defines value engineering as the skill set and expertise to deliver best value for our clients through collaborative efforts. Those efforts include meeting with the design team, exploration of alternative materials and buildings systems, examination of life cycle costs, and a thorough project constructability review. Our emphasis is on achieving the most cost effective means and methods without compromising the client's quality and performance standards.

We will identify opportunities to save cost through alternate systems, products and constructability details. We provide current market pricing for these alternatives and discuss them with the project team to determine those that make sense for the project. We give you the information to determine the scope of work that maximizes your needs while staying within the parameters of the budget.

Constructability Issues

We work closely with the design team to continuously evaluate constructability, materials, and methods to provide a complete set of bid documents. This will help minimize redesign once the final documents are placed in the market for bid purposes. During this process we also provide a continuous pricing exercise for various material options and/or methods that help control the budget and drive decisions throughout the process. Budget savings can vary based on the size and complexity of the project. However, cost and coordination issues that arise during construction are all but eliminated.

Cost Model/Estimates & Budget Management

Our pre-construction department will be responsible for the management of the estimating process, assembling cost proposals, value engineering activities, project design document and constructability reviews. They will assure tracking mechanisms are in place to communicate changes in the budget during each phase of the pricing exercise. During the construction phase, the pre-construction team will provide support to the Construction team during any pricing exercises as needed. This team is ready to assist with document reviews, contract negotiations, and pricing changes to contract documents as needed.

All of our costs and scheduling details are handled with an "open book policy." We will share the details of every pricing situation from pre-construction estimates to actual job costs. The project budget is monitored weekly on a detailed itemized cost breakdown.

The pre-qualification process is next and it once again will be advertised thoroughly with well placed advertisements in local newspapers, construction bulletins, minority publications, and any other appropriate media outlets. Opening up the pre-qualification process to as many trade contractors as possible will ensure that you have a vast pool of trade contractors to choose from for pre-qualification. Once all trade contractors have been determined for pre-qualification, we will advertise the public bid day opening. A pre-bid meeting will be scheduled for further information and discussion on the bid day particulars, forms, and requirements.

Project Tracking/Reporting

Project tracking and reporting involves daily, weekly and monthly attention. Project issues are tracked using Procore, our project management software, and daily reports/logs are maintained. Procore issues project reports that can be updated daily. This should be the basis of the project operational meetings.

Request for Information (RFI)

Our management team will create and manage the RFI process in conjunction with the architect, design consultants, and trade contractors. All RFIs will be researched, critiqued, written, and coordinated by the project manager. Prior to a potential item becoming an RFI, detailed examination is made by the project team to see if a simple resolution can be derived from existing contract documents. Once an RFI is created, the project manager will then send it to the architect and Owner representative for answers and clarifications. After the RFI is answered or clarified by the design team or Owner, it is sent back to the project manager who in turn distributes that information back to the relevant trade contractor or supplier. All RFIs are generated and tracked utilizing our project management software.

All submittals are pre-scheduled, logged and status checked during the submittal review phase. Submittals are also a part of our master construction schedule. We utilize Procore to log and manage our process and create an electronic or web based site to distribute, view, and manager the submittal process with the Design Team. We will coordinate what works best with the Project Team prior to the start of construction and in conjunction with contract requirements. The submittal process is true collaboration from beginning to end. We have the end in mind by starting our O&M Process right after submittals are complete and fabrication has started. We target O&M completion at the 50% completion stage of the project. This allows the Team to better concentrate on a successful, on-time completion of the project.

Associated Builders and Contractors, Inc.

Accredited Quality Contractor

Quality Control

We have developed and implemented a quality control program that is built on the Core of Engineers and United State Navy's "Construction Quality Management (CQM)" plan.

This very systematic approach to quality is derived from following a set of repeated processes for each component of the project throughout the life of the construction project. Starting with the end goal in mind, each definable feature of work is identified and predetermined as to the intended quality outcome. We work throughout the pre-construction phases of a project until the very end of construction to assure the intended results are met.

The CQM system is built on a precise set of checklists that follow the same basic setup and implementation for each definable feature. This system briefly explained below is what we call the PIF system and is as follows:

- **P – Preparatory** - Before any work begins each definable feature is identified and a check list completed.
- **I - Initial** - At the very beginning of the installation each definable feature will have another check list completed.
- **F - Follow Phase** - Daily checks are performed to assure continuing compliance with contract requirements.

Schedule and Staffing Plan

We believe that the generation, maintenance and utilization of the project schedule is absolutely key to achieving our project completion dates. Our philosophy is to be the keeper of the entire project schedule, not just of the construction activities, but of every phase of the construction process including the design, permitting, submittals, construction, inspections, owner's equipment, project close-out requirements. We don't develop our schedules in a "vacuum." The success of building a usable working schedule depends on the buy-in and input of the entire project team including the Owner, Architect, Engineers, Contractor, and the Subcontractors.

Pre-construction: We will generate a milestone schedule at the onset of the project. This schedule incorporates all the projects major milestones including all design completion dates, permitting requirements, and major construction activities and sequencing.

Construction: We will build upon the milestone schedule generated during the pre-construction phase and expands the construction activities to include all construction activities, sequencing and durations. We incorporate all long-lead material lead times and their respective submittals to make sure we are pro-active in our approach to the buyout and submittal process. We incorporate any Owner equipment or fixtures so they can be coordinated with the other trades. We build our schedules to include any special inspection requirements and any specific certificate of occupancy needs.

Ownership: The majority of our schedules are completed and maintained in-house by our Project Manager utilizing Suretrak or Phoenix software. On our large complex projects and State Construction projects we employ the services of several third party scheduling consultants who utilize Primavera P6 software.

"Edifice produced the most THOROUGH and COMPREHENSIVE CONSTRUCTABILITY REVIEWS Clark Nexsen has encountered on the Belk Residence Hall."

Mr. Peter Aranyi, AIA Principal / Senior Vice President
Clark Nexsen Architecture & Engineering

B. Discuss the firm's management and quality control procedures related to subcontractors.

Edifice's management of subcontractors starts with the pre-qualification process whereby each subcontractor desiring to bid on our projects must meet Edifice's required standards and/or any requirements of the owner/developer. Our process includes the review of subcontractor's financials, bonding, insurance limits, recently completed projects, references, current backlog, minority participation, etc.

Our strong following of loyal subcontractors has been the foundation for the successful completion of hundreds of construction projects. Why? Our Subcontractors trust us. We have a proven ability to collaborate and communicate seamlessly during pre-construction in the field. By realizing the impact these relationships have on the overall budget and quality, we can ensure that the project is completed to the highest standard.



C. Discuss your firm's safety program.

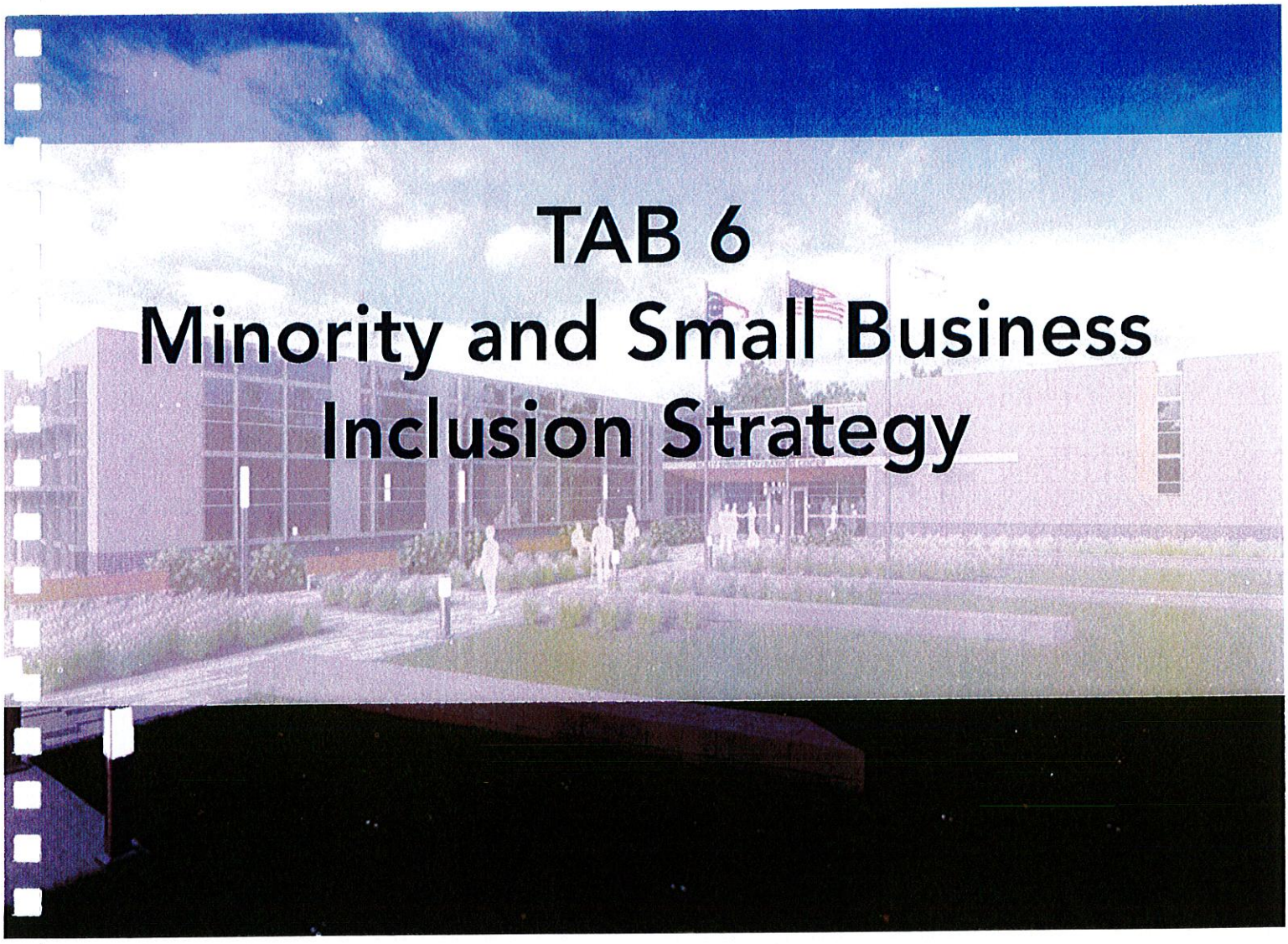
It is the policy of Edifice that every employee be entitled to work under the safest possible conditions for the construction industry. To this end, every reasonable effort will be made in the interest of accident prevention, fire protection, and health preservation. All local, state, and federal safety codes will be adhered to. Edifice will endeavor to maintain a safe and healthful workplace. It will provide safe working equipment and necessary personal protective equipment will be made available.

Our safety program is managed by Chris Gates, our Corporate Safety Director. The overall effectiveness of the safety program is his responsibility. Duties include the review and analysis of accident information, safety meeting reports, communication of pertinent information, and compliance with OSHA standards.

A complete copy of the Edifice Safety Program is available upon request.

OVER 3 MILLION MANHOURS WITHOUT *a lost-time accident*

18 YEARS WITHOUT *a lost-time accident*



TAB 6
Minority and Small Business Inclusion Strategy

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Minority and Small Business Inclusion Strategy

A. Have you included Minority and Small Business Enterprises on past similar projects? Please document any history of working with Minority and Small Business Enterprises in your response.

AND

B. Identify outreach efforts that will be employed by the Proposer to maximize inclusion; please identify outreach efforts that have already been conducted in connection with this RFQ.

Mission

We plan to utilize our experience and years of successful inclusion with the minority contracting community to provide equal access for all. We provide opportunities to participate fully in all aspect of this project; prohibit discrimination on the basis on race, color, national origin, religion, gender, and where otherwise qualified physical disabilities. We will work with the City of Lincolnton to meet or exceed any goal established. At this time, we anticipate a goal of 20%. Our plan to achieve this goals is outlined below:

Plan Objectives

- To provide MSBE's equal access to opportunity
- To achieve and exceed the project's MSBE goals
- To set the standards of MSBE success within the City of Lincolnton.
- To increase the level of knowledge within the MSBE contracting community and to raise the awareness of available construction services offered by those firms.

Outreach: Solicitation

We will solicit MSBE interest in the project utilizing the following methods:

- Identifying potential MSBE firms using available resources including:
  - City and County databases of certified small businesses
  - SWUC Database
  - Trades Organizations (HCAC, MMCA, UMCNC, NC Coordinators Network)
  - Electronic notifications, Edifice website
  - Advertising through print media and social media

Procurement: Good Faith Efforts

We will proactively recruit MSBE's for the project by:

- Hosting a project information session & outreach
- Structuring reduced barrier packages for example; Flooring, Paint, Concrete, Site work, Periodic and Final Cleaning
- Reviewing General Conditions for MBE opportunities including:Temporary fencing, Office supplies/equipment, First aid and safety supplies, Document printing and reproduction
- Provide project documents to Trade associations

Monitoring & Reporting

- Post bid compliance reports.
- Monthly utilization reports.
- Final MSBE utilization report.

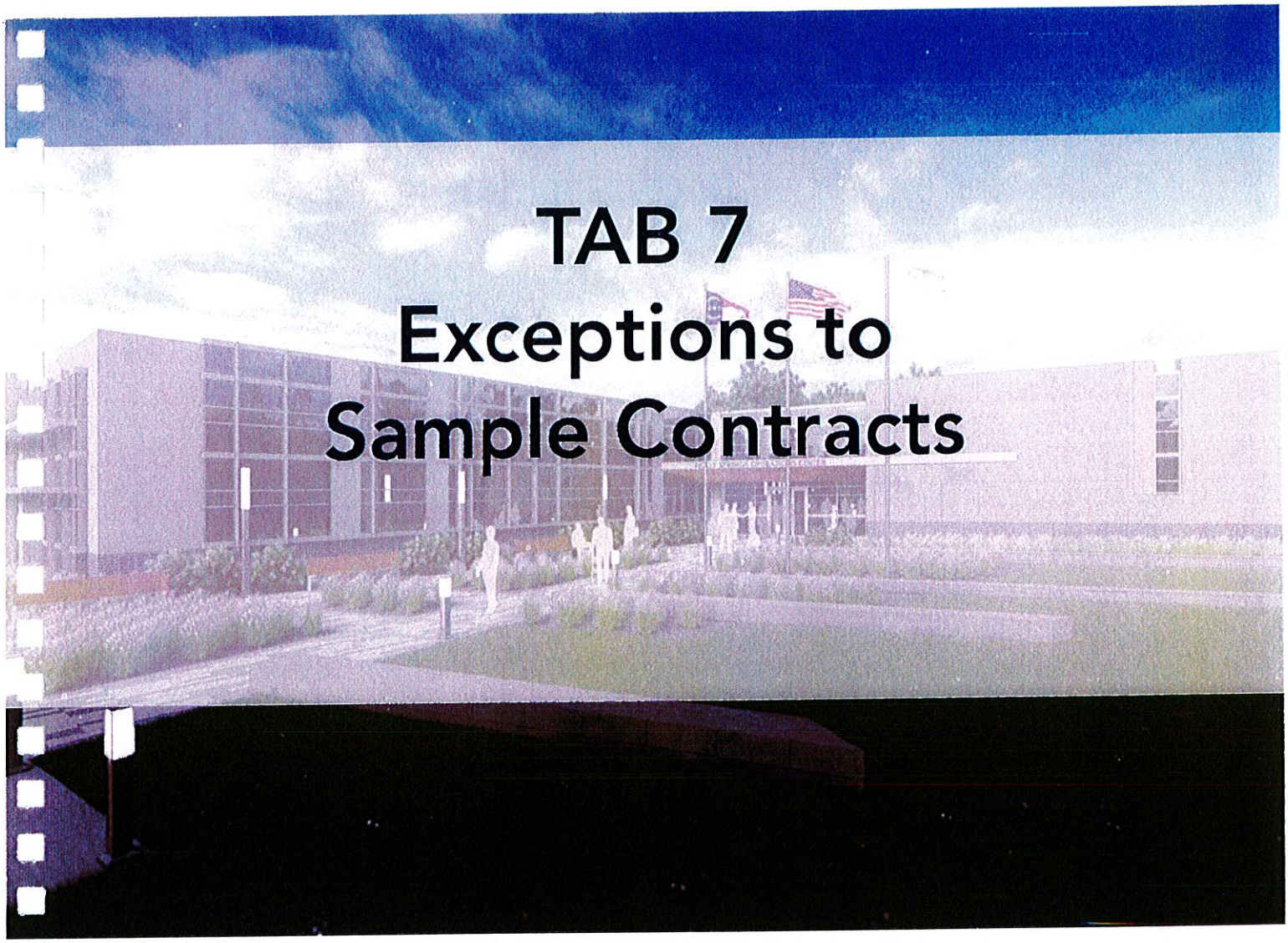
Technical Assistance

We will assist MSBE's in the preparation of pre-qualification statements and proposals by:

- Hosting a pre-qualification workshop & contractor round-table meeting
- Providing individual one-on-one assistance in completing the pre-qualification forms.
- Reviewing project requirements, and manpower with MSBE primes.
- Offering referral assistance to MSBE's to match them with appropriate suppliers/contractors.
- Provide certification assistance.



MSBE PARTICIPATION

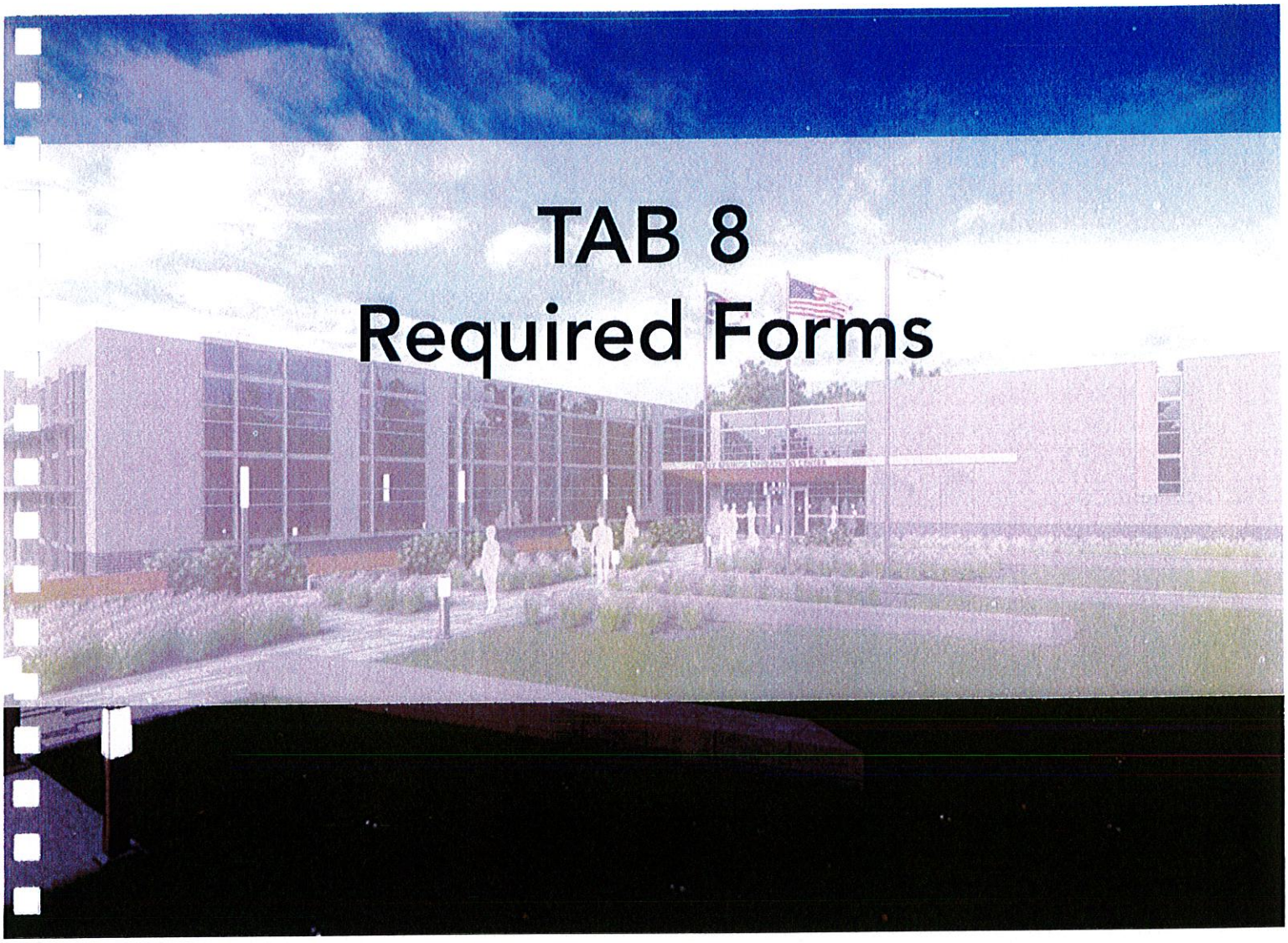


TAB 7
Exceptions to Sample Contracts

EDIFICE
CONSTRUCTION

Exceptions to Sample Contracts

At this time, Edifice Construction accept the Sample Contract with no exceptions.



TAB 8
Required Forms

EDIFICE
CONSTRUCTION

Form 1 – Execution of Proposal

Form 1 – Execution of SOQ

COL Public Service Center Project CMR Services

The person executing the SOQ, on behalf of the Consultant, being duly sworn, solemnly swears (or affirms) that neither he, nor any official, agent or employee of the Consultant has entered into any agreement, participated in any collusion, or otherwise taken any action which is in restraint of full and open competition in connection with any proposal or contract, that the Consultant has not been convicted of violating North Carolina General Statute 133-24 within the last three years, and that the Consultant intends to do the work with its own bona fide employees or subcontractors and is not proposing for the benefit of another company.

Submission of a response to this RFQ constitutes certification that the Consultant and all proposed team members are not currently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this Project by any State or Federal department or agency. Submission is also agreement that the City will be notified of any change in this status.

NC General Statute 133-32 and City Policy prohibit any gift from anyone with a contract with the City, or from any person seeking to do business with the City. By execution of this SOQ, you attest, for your organization and its employees or agents, that you are not aware that any such gift has been offered, accepted, or promised by any employees of your organization.

The information contained in this SOQ, including its forms and other documents, delivered or to be delivered to the City, is true, accurate, and complete. This SOQ includes all information necessary to ensure that the statements therein do not in whole or in part mislead the City as to any material facts.

Type of Consultant: *(check 1 box)*

☐ **Sole Proprietor**

☐ **Partnership**

☐ **Corporation** _____ *(identify the State of incorporation)*

☑ **Limited Liability Company** North Carolina *(identify the State of incorporation)*

Company Legal Name: EDIFICE, LLC

Mailing Address: 4111 South Boulevard

City/State/Zip: Charlotte, NC 28209

Phone: 704.309.4545 Email: tbender@edificeinc.com

Printed Name: Timothy J. Bender Title: Project Executive

Signature: Date: 4.29.2024

Form 2 – References

Provide references for projects where your firm has provided services of a nature and quality similar to those described herein.

Reference 1	
Company Name	Town of Holly Springs
Contact Name	Kimberly Keyes, Project & Construction Manager
Phone Number	919.552.6221
Email	kimberly.keyes@hollyspringsnc.us
Reference 2	
Company Name	City of Gastonia
Contact Name	Michael Peoples, City Manager
Phone Number	704.866.6719
Email	michaelp@cityofgastonia.com
Reference 3	
Company Name	Town of Mint Hill
Contact Name	Brian Welch, Town Manager
Phone Number	704.545.9726
Email	bwelch@admin.minthill.com
Reference 4	
Company Name	Town of Harrisburg
Contact Name	Hayes Brigman, Deputy County Manager (former Harrisburg Town Mgr.)
Phone Number	910.253.2016
Email	haynes.brigman@brunswickcountync.gov
Reference 5	
Company Name	Mecklenburg County
Contact Name	Bryan Turner, Sr. Project Manager
Phone Number	980.314.2504
Email	Bryan.Turner@MecklenburgCountyNC.gov

Form 3 – Commercial Non-Discrimination Certification

Project Name: **City of Lincolnton Public Services Center** CMR Services
CMR's Name: EDIFICE, LLC

The undersigned Consultant hereby certifies and agrees that the following information is correct:

1. In preparing its SOQ, the Consultant has considered all bids/proposals submitted from qualified, potential subcontractors and suppliers and has not engaged in discrimination as defined in Section 2 below.

2. For purposes of this section, *discrimination* means discrimination in the solicitation, selection, or treatment of any subcontractor, vendor, supplier or commercial customer on the basis of race, ethnicity, gender, age or disability or any otherwise unlawful form of discrimination. Without limiting the foregoing, *discrimination* also includes retaliating against any person or other entity for reporting any incident of discrimination.

3. Without limiting any other remedies that the City may have for a false certification, it is understood and agreed that, if this certification is false, such false certification will constitute grounds for the City to reject the SOQ submitted with this certification and terminate any contract awarded based on such SOQ and shall subject the Consultant to any remedies allowed thereunder, including possible disqualification from participating in City contracts for up to two years.

4. As a condition of contracting with the City, the Consultant agrees to promptly provide to the City all information and documentation that may be requested by the City from time to time regarding the solicitation and selection of subcontractors and suppliers. Failure to maintain or failure to provide such information shall constitute grounds for the City to reject the SOQ and to terminate any contract awarded on such SOQ.

5. As part of its bid/proposal, the Consultant shall provide to the City a list of all instances within the past ten years where a complaint was filed or pending against the Consultant in a legal or administrative proceeding alleging that the Consultant discriminated against its subcontractor, vendors, suppliers, or commercial customers, and a description of the status or resolution of that complaint, including any remedial action taken.

By: SIGNATURE OF AUTHORIZED OFFICIAL

Title: Project Executive

Form 4 – Key Team Member Matrix

(Attach additional sheets as necessary)

KEY TEAM MEMBERS	Key Team Member 1	Key Team Member 2	Key Team Member 3
Name	Tim Bender	Jim Bates	Matt Toffey
Professional Certifications/Licenses *(include Certification/License #)*			
Relevant Academic Degree(s)	BS, Industrial Technology / Construction Management Appalachian State University	BS, Business Administration Albright University	BS, Civil Engineering Clemson University
Proposed Role/Function for Projects	Project Executive	Construction Manager	Sr. Pre-construction Manager
Office Location (City, State)	Charlotte, NC	Charlotte, NC	Charlotte, NC
Number of Years with Current Firm	16	31	18
Number of Years of Relevant Experience	16	8	5
Availability to Provide Services for this Project	Please refer to p.28 for details	Please refer to p.28 for details	Please refer to p.28 for details
List Notable Projects/Experience	• Gastonia Municipal Operations Complex • Pineville Communications & Emergency Management Facility • Pineville Communications & Electric Facility • Davidson Public Facilities Complex • Huntersville Town Hall • Pineville Town Hall & Library	• Iredell County Public Safety Complex • Iredell County Jennings Park • CMS Bus Garage NORTH • CMS Bus Garage SOUTH • Huber Technology • Dorchester Commerce Center • Westpark 85 Industrial Building • Hambright Industrial Building	• Mint Hill Public Facilities • Holly Springs Operations Campus • Hendersonville Police Department • Huntersville Town Hall • Greenville County Summary Court • Simpsonville Municipal Complex • City of Anderson Linley Park • Pineville Town Hall & Library

Form 4 – Key Team Member Matrix

(Attach additional sheets as necessary)

KEY TEAM MEMBERS	Key Team Member 4	Key Team Member 5	
Name	Robbie Dineen	Devan Rogers	
Professional Certifications/Licenses *(include Certification/License #)*			
Relevant Academic Degree(s)	BS, Construction Management Syracuse University	BS, Business Administration Albright University	
Proposed Role/Function for Projects	Project Manager	Construction Manager	
Office Location (City, State)	Charlotte, NC/Jobsite	Charlotte, NC	
Number of Years with Current Firm	18	13	
Number of Years of Relevant Experience	2	2	
Availability to Provide Services for this Project	Please refer to p.28 for details	Please refer to p.28 for details	
List Notable Projects/Experience	• Davidson Public Facilities Complex • Statesville Fire Station No.1 • Wake Forest Fire Station No.6 • Gilboa School Bus Garage* • Olympic Regional Development Authority Administration Building* • National Security Agency Parking Garage* **Projects completed with previous employer*	• Statesville Fire Station No.1 • Project Duo/Ranking USAA • Project Raven Lab Space • Union Voluntary Fire Department* • Warehouse Addition 1* • Warehouse Addition 2* • Distribution Warehouse* • Gildan Yarns* **Projects completed with previous employer*	

LINCOLNTON

AGENDA ITEM SUMMARY

To: The Honorable Mayor and City Council

Date: June 6, 2024

From: David Ramsey, Business Services Director

Subject: Consideration to approve DH Griffin Wrecking Co to demolish shear machine, break machine, submarine compressor, boiler, chimney tank, and associated piping at the Excel (new PSC site) building and remove from premises.

Summary:

Quote attached for $15,770.00

Background:

Fiscal Impact:

Recommendation:

Attachments:

1. Excel demo quote - DH griffin

D. H. GRIFFIN WRECKING CO., INC.

8880 Dietz Ave. Hickory, NC 28602
Phone: 828-397-7570 Fax: 828-397-6540
Visit us @ www.DHGRIFFIN.com

PROPOSAL SUBMITTED TO:
David Ramsey
City of Lincolnton
PO Drawer 617
Lincolnton, NC 28092

DATE: 5/8/24

JOB NAME / LOCATION:
500 Sigmon Rd
Lincolnton, NC 29092

PHONE: 704-736-8980

EMAIL: dramsey@lincolntonnc.org

We hereby submit specifications and estimates for:

Based on site inspection and plans descriptions, DH Griffin Wrecking Company, Inc. (DHG) proposes the following scope of services:

1. **Provide necessary labor, equipment, materials, insurance, etc. to perform demolition.**
2. **Main Area:**
   a. **Demolish and remove shear, breaker, band saw and peak & stow.**
3. **Compressor Room:**
   a. **Demolish and remove compressors, pumps and associated piping.**
4. **Boiler Room:**
   a. **Demolish and remove boiler, chimney, tank and associated piping.**
5. **All equipment to be drained and have electric disconnected by others prior to DHG mobilization.**
6. **Piping to be cut/capped by others as necessary prior to DHG mobilization.**
7. **Dispose of materials off site in accordance with local, state and federal regulations.**
8. **DHG retains *salvage rights* to materials under contract.**
9. ***PROPOSAL EXCLUDES:* Rerouting, removing or disconnecting utilities, new construction or new materials, reclamation, storage or relocation of any items for others, any asbestos or hazardous materials and any other work not specifically listed above.**

We propose hereby to perform the work as listed in items above, in accordance with above specifications, for the sum of:

Fifteen Thousand Seven Hundred Seventy Dollars and no/100s ***$15,770.00***

Payment to be made as follows: **Upon Completion**

We hereby exclude the following: Relocation and disconnection of utilities, responsibility for locating and marking utilities within the demolition limits; protection of utilities which are not marked within the limits of demolition; shoring and bracing of structures to remain; cost of performance and payment bonds; removal and disposition of any hazardous or asbestos materials except those items, if any, which are described and itemized above, whether concealed or not. All salvage to become the property of DHG.

All payments are due and payable as noted. Whenever retainage is required to be withheld, upon completion of D.H. Griffin Wrecking Company, Inc.'s (DHG) scope of work (contract or sub-contract) DHG will issue an invoice for work performed and a separate final invoice for retainage. All retainage is to be **paid in full** no later than ninety (90) days from date of final invoice. The undersigned further agrees to pay to D.H. Griffin Wrecking Company, Inc., a reasonable attorney's fee if the obligation evicenced hereby be collected by an attorney-at-law after maturity.

Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate.

Authorized Signature: _____ NOTE: This proposal may be withdrawn by us if not accepted within 30 days.

Nick Perkins, Manager

PLEASE SIGN, DATE AND RETURN ORIGINAL

Global
Global Rental Co., Inc.

Global Rental Company, Inc.
33 Inverness Center Parkway, Suite 250
Birmingham, AL 35242
(205) 991-7972 Fax (205) 991-9377

Quotation

Customer Name	City of Lincolnton (NC)
Date Issued	5/10/2024
Expiration Date	6/14/2024
Rental Start Date	
Bill Through Date	
Rental Rate	



Equipment Detail

Equipment Number	090-76381388
Serial Number	0221GW0509
Equipment Model	DB41B



Chassis Detail

VIN	7K7US2025LM000787
Horsepower	
Year	2020
Cab To Axle	0
Brakes	
Drivetrain	
Make	BROOKS BROTHERS
Model	CSL 202-12KE

Altec price



Additional Specs

Purchase Price	$ 172,000.00
Rental Credit	$ 0.00
Transportation	$ 0.00
Buy-Out	$ 172,000.00



LINCOLNTON

AGENDA ITEM SUMMARY

To: The Honorable Mayor and City Council

Date: June 6, 2024

From: Todd Elmore, Water Resources Director

Subject: Approval of Recommendations for Chemical Company Contracts

---

Summary:

Background:

Fiscal Impact:

Recommendation:

Attachments:

1. Chemical Bid Recommendation Memo for 2024-2025

Memo

To: **Richard Haynes, City Manager**

From: **Todd Elmore, Water Resources Director**

CC: **Daphne Ingram, City Clerk**

Nolan Hallman, Superintendent Water Treatment Plant

Donald Burkey, Supt. WWTP

Date: **05/17/24**

Re: **Recommendations for Chemical Company Contracts**

The 07/01/2024 – 06/30/2025 chemical bid opening was held on Tuesday, April 18, 2023, 11:00 a.m. at the Water Treatment Plant. Of the companies responding to our request, here are our recommendations:

Water Treatment Chemicals

Liquid Alum 8.23% - Chemtrade @ $1.0395 per liquid gallon

Caustic Soda 50% - Brenntag Mid-South. @ $2.26 per liquid gallon

Chlorine – Brenntag Mid-South. @ $2,274.00 per cylinder

Hydrofluosilicic Acid 23% - Univar Solutions @ $2.54 per liquid gallon

Liquid Sodium Bisulfite (55 gal. drums) – Brenntag Mid-South @ $166.45 per drum

Activated Carbon – Univar USA, Inc. @ $45.20 per 50 lb. bag

Wastewater Treatment Chemicals

Liquid Sodium Hypochlorite 10% - JCI Jones Chemical @ $1.73 per liquid gallon

Liquid Sodium Bisulfite 38% - JCI Jones Chemical @ $1.96 per liquid gallon

We recommend that you and City Council approve these companies to do business with the water treatment plant and the wastewater treatment plant for the fiscal year July 1, 2024 – June 30, 2025. We also ask the City Clerk to please place our recommendations on the May agenda for approval.

Attached is a list of all bids received.

LINCOLNTON

AGENDA ITEM SUMMARY

To: The Honorable Mayor and City Council

Date: June 6, 2024

From: Chris Jones, Technology & Innovation Director

Subject: Consideration to approve agreement with Altaworx.

Summary:

I am pleased to present a three-year agreement for net services that offers significant advantages over a month-to-month plan. By committing to this long-term contract, the city can secure reliable internet service and save $20,000 over the term through discounted rates and protection against price increases. The agreement includes enhanced service guarantees, priority support, and additional benefits such as free upgrades and extended maintenance. This arrangement ensures financial predictability, operational stability, and a stronger partnership with Altaworx, meeting our net service needs efficiently and cost-effectively.

Background:

Altaworx currently provides our net services under a contractual agreement that is nearing its expiration date. As the contract is set to expire in the coming months, we face the prospect of transitioning to a month-to-month billing arrangement. This shift would mean continuing our services without the stability and predictability that a fixed-term contract offers. While this month-to-month setup would maintain our current pricing, it exposes us to potential risks, including unexpected price increases and lack of negotiated benefits. Typically, vendors charge higher rates for month-to-month services due to the absence of long-term commitment, which could lead to increased costs for our company. Additionally, without a new contract, we lose the opportunity to negotiate better terms, secure discounts, and benefit from additional incentives that often accompany longer agreements. Therefore, it is crucial to proactively address the impending contract expiration to avoid financial uncertainties and leverage the potential savings and advantages of a renewed long-term contract.

Fiscal Impact:

The financial advantage of entering a three-year agreement with Altaworx is projecting a savings of $20,000 over the term of the contract. This cost-saving strategy not only reduces expenses but also provides additional benefits like price stability and strengthened vendor relationships.

Recommendation:

The overall recommendation is to secure a 3-year commitment with Altaworx. This would not only solidify the business relationship but also result in financial benefits through negotiated savings.

Attachments:

1. Counci-Presentation-3YR Net-5-28-24



3 Year Net Agreement with Altaworx

Current:	Proposed :	Savings:
2 Connections Main/Secondary	2 Connections Main/Secondary	2 Connections Main/Secondary
Main: 1 Gig Pipe $1895.77 (Monthly) $22,749.24 (Yearly)	Main: 1 Gig Pipe $1508.15 (Monthly) $18,097.80 (Yearly)	Main: 1 Gig Pipe $387.62 (Monthly) $4,651.44 (Yearly)
Secondary: 100 MB Pipe- $827.56 (Monthly) $9930.72 (Yearly)	Secondary: 100 MB Pipe- $659.60 (Monthly) $7915.20 (Yearly)	Secondary: 100 MB Pipe- $167.96 (Monthly) $2,015.52 (Yearly)
Total $2723.33 (Monthly) $32,679.96 (Yearly)	Total $2167.75 (Monthly) $26,013 (Yearly)	Total $555.58 (Monthly) $6,667.96 (Yearly)

3 Year Projection	Current: $98,039.88 Proposed: $78,039	3 YR: $20,000.88

Lincolnton NC
Technology & Innovation

Bill Date: 5/1/2024

[redacted]

City of Lincolnton
114 W Sycamore St
Lincolnton, NC 28092 28092

Remit to:
Altaworx, LLC
P.O. Box 15577
Hattiesburg, MS 39404

[redacted]

Payments

[redacted]

Recurring Charges

[redacted]

Altaworx 100M MIS: [redacted]
114 W Sycamore St Lincolnton, NC 28092-2741

Description	Start	End	Amount
Altaworx 100Mbps MIS w/ COS	05/01/24	05/31/24	787.61
Altaworx Managed Ethernet Router	05/01/24	05/31/24	39.95
Subtotal			**$827.56**

Altaworx 1G MIS: [redacted]
114 W Sycamore St Lincolnton, NC 28092-2741

Description	Start	End	Amount
Altaworx 1Gbps MIS w/ COS	05/01/24	05/31/24	1,695.82
Adtran Router	05/01/24	05/31/24	199.95
Subtotal			**$1,895.77**

[redacted]

Master Account Summary

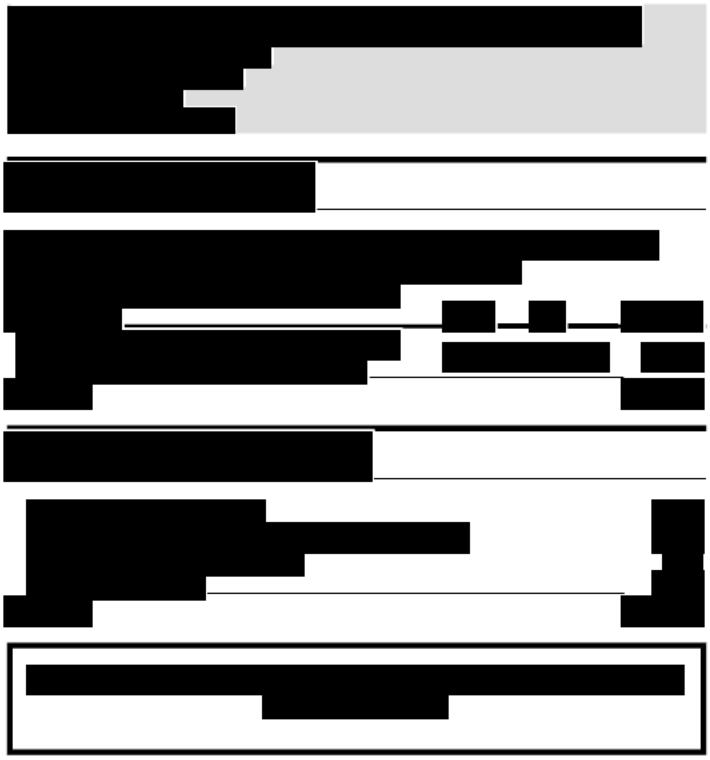
[redacted]

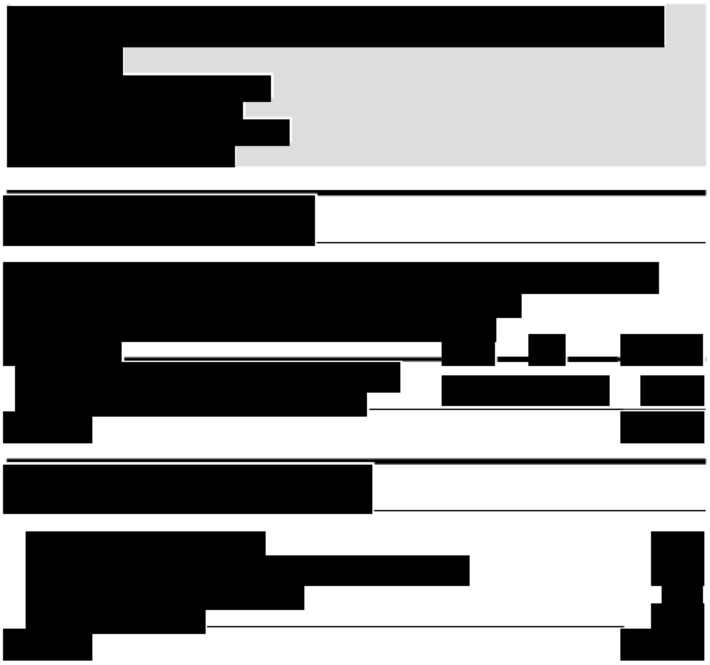
[redacted]

[redacted]

[redacted]







RFQ# 0696633048

altaworx

Telecom Service Proposal For

City of Lincolnton
Chris Jones
Office:704-736-8980
114 W Sycamore St, Lincolnton, NC, 28092
Email:sboykin@altaworx.com

Prepared and Presented by

Scott Boykin
Scott Boykin
Office:251-626-3602
Email:sboykin@altaworx.com

Quote Summary

Export

No Quotes Instantly Generated

Internet: 128 MOTZ AVE, LINCOLNTON, NC, 28092

Quotes Shown here are budgetary and must be confirmed by Altaworx at time of order.

Internet				
Service Location	Bandwidth	Term	MRC	NRC
114 W SYCAMORE ST, LINCOLNTON, NC, 28092	1000	36	1,508.15	0.00
300005948 City of Lincolnton: Renewal (IZEC698959ATI) $1,695.82 Existing Internet MRC $1,378.20 Proposed Internet MRC $317.62 MRC Savings $3,811.44 12M Savings $11,434.32 36M Savings				
114 W SYCAMORE ST, LINCOLNTON, NC, 28092	100	36	659.60	0.00

300005948 City of Lincolnton: Renewal (IUEC823178ATI)
$787.61 Existing Internet MRC
$619.65 Proposed Internet MRC
$167.96 MRC Savings
$2,015.52 12M Savings
$6,046.56 36M Savings

	Total MRC	Total NRC
Grand Totals - 36 Months	**2,167.75**	**0.00**

Request Paperwork

Quote Details

Export

(704732) 114 W SYCAMORE ST, LINCOLNTON, NC, 28092

Quote Date: 05/23/2024

Valid Through: 06/22/2024

Internet
3yr Term

Service Requirements

Partner Type:	Level 1	Port Bandwidth:	1000
Customer Status:	Existing	Altaworx Managed Router:	Yes
Select a Service Type:	Internet	IP Addresses:	13
Access Technology:	Ethernet	Installation Type:	Self Install

Recurring

Product	Qty.	Unit Price	Total

Altaworx Managed Ethernet Router	1	129.95		129.95
Altaworx 1Gbps MIS w/ COS (Includes /28 IP Block)	1	1,378.20		1,378.20

Site Summary	Monthly ($)	Install ($)
Site Total	1,508.15	0.00

300005948 City of Lincolnton: Renewal (IZEC698959ATI)
$1,695.82 Existing Internet MRC
$1,378.20 Proposed Internet MRC
$317.62 MRC Savings
$3,811.44 12M Savings
$11,434.32 36M Savings

Request

(704732) 114 W SYCAMORE ST, LINCOLNTON, NC, 28092

Quote Date: 05/14/2024

Valid Through: 06/13/2024

Internet
3yr Term

Service Requirements

Partner Type:	Level 1	Port Bandwidth:	100
Customer Status:	Existing	Altaworx Managed Router:	Yes
Select a Service Type:	Internet	IP Addresses:	5
Access Technology:	Ethernet	Installation Type:	Self Install

Recurring

Product	Qty.	Unit Price	Total

Altaworx Managed Ethernet Router	1	39.95		39.95
Altaworx 100Mbps MIS w/ COS (Includes /29 IP Block)	1	619.65		619.65

Site Summary	Monthly ($)	Install ($)
Site Total	659.60	0.00

300005948 City of Lincolnton: Renewal (IUEC823178ATI)
$787.61 Existing Internet MRC
$619.65 Proposed Internet MRC
$167.96 MRC Savings
$2,015.52 12M Savings
$6,046.56 36M Savings

Request

LINCOLNTON

AGENDA ITEM SUMMARY

To: The Honorable Mayor and City Council

Date: June 6, 2024

From: Ritchie Haynes, City Manager

Subject: Consideration/Approval of Mutual Aid Agreement - American Public Power Association

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Summary:

Background:

Fiscal Impact:

Recommendation:

Attachments:

1. Agreement - Mutual Aid APPA

MUTUAL AID AGREEMENT

In consideration of the mutual commitments given herein, each of the Signatories to this Mutual Aid Agreement agrees to render aid to any of the other Signatories as follows:

1.) Request for aid. The Requesting Signatory agrees to make its request in writing to the Aiding Signatory within a reasonable time after aid is needed and with reasonable specificity. The Requesting Signatory agrees to compensate the Aiding Signatory as specified in this Agreement and in other agreements that may be in effect between the Requesting and Aiding Signatories.

2.) Discretionary rendering of aid. Rendering of aid is entirely at the discretion of the Aiding Signatory. The agreement to render aid is expressly not contingent upon a declaration of a major disaster or emergency by the federal government or upon receiving federal funds.

3.) Invoice to the Requesting Signatory. Within 90 days of the return to the home work station of all labor and equipment of the Aiding Signatory, the Aiding Signatory shall submit to the Requesting Signatory an invoice of all charges related to the aid provided pursuant to this Agreement. The invoice shall contain only charges related to the aid provided pursuant to this Agreement.

4.) Charges to the Requesting Signatory. Charges to the Requesting Signatory from the Aiding Signatory shall be as follows:

   a.) Labor force. Charges for labor force shall be in accordance with the Aiding Signatory's standard practices.

   b.) Equipment. Charges for equipment, such as bucket trucks, digger derricks, and other special equipment used by the Aiding Signatory, shall be at the reasonable and customary rates for such equipment in the Aiding Signatory's location.

   c.) Transportation. The Aiding Signatory shall transport needed personnel and equipment by reasonable and customary means and shall charge reasonable and customary rates for such transportation.

   d.) Meals, lodging and other related expenses. Charges for meals, lodging and other expenses related to the provision of aid pursuant to this Agreement shall be the reasonable and actual costs incurred by the Aiding Signatory.

5.) Counterparts. The Signatories may execute this Mutual Aid Agreement in one or more counterparts, with each counterpart being deemed an original Agreement, but with all counterparts being considered one Agreement.

6.) Execution. Each party hereto has read, agreed to and executed this Mutual Aid Agreement on the date indicated.

Date _____ Entity _____ (*name/ state*)

By _____ (*please print*)

Title _____

Please send signed agreement to:
American Public Power Association
ATTN: APPA Mutual Aid Team
2451 Crystal Drive, Suite 1000 | Arlington, VA 22202-4804
E-mail: MutualAid@publicpower.org | **Fax:** (202) 467-2900

Questions about this agreement should be directed to APPA's Technical and Operations Services department at MutualAid@publicpower.org or 202/467-2900.

OVERVIEW: These guiding principles have been drafted, through an American Public Power Association (APPA) working group process, to be used as a resource for utilities rendering and receiving mutual aid assistance through the one-page APPA mutual aid agreement. The guiding principles DO NOT address allocation of risk and liability. And, so, these guiding principles ARE NOT an amendment to the APPA agreement. But, they are offered to utilities that wish to opt-in or otherwise utilize them to guide their reimbursement and documentation needs for mutual aid assistance. Because FEMA public assistance for mutual aid costs are not assured, and can depend on particular circumstances, these guiding principles are not meant to adhere to any particular FEMA requirement, but have been assembled based upon mutually agreeable and consistent mutual aid principles among a broad selection of APPA's member utilities.

MUTUAL AID AGREEMENT
GUIDING PRINCIPLES FOR REIMBURSEMENT AND DOCUMENTATION MATTERS

These guiding principles may be used by U.S. public power utilities, and other electric utilities, that have exchanged forms of the American Public Power Association, Inc. ("**APPA**") mutual aid agreement, via APPA and [*Insert Name of State Association or other Statewide Mutual Aid Coordinator*], and that wish to adhere to the following supplemental provisions when providing or receiving mutual aid assistance:

1. **No Amendment; Policies and Procedures**. (a) These guiding principles may be used by any public power electric utility or other electric utility providing (as the "**Providing Entity**") or receiving (as the "**Requesting Entity**") mutual aid assistance, but it does not amend the APPA Mutual Aid Agreement, and is not to be interpreted or construed to do so. However, the parties hereby agree that this statement of principles applies to any mutual aid provided or received between them; this statement of principles supplements the APPA mutual aid agreement previously entered into by the parties; to the extent there are any terms that conflict, the APPA mutual aid agreement controls.

(b) If the Providing Entity has policies or procedures that differ from these guiding principles, the Providing Entity hereby indicates that it will follow those policies and procedures and discuss the same with the Requesting Entity, unless the Providing Entity and Requesting Entity acknowledge and agree these guiding principles control. To the extent the Providing Entity relies on its policies or procedures, instead of these guiding principles, it will provide copies of all such policies and procedures to the Requesting Entity.

2. **Supplemental Reimbursement Matters**. The following reimbursement matters are hereby established and deemed by the Providing Entity and the Requesting Entity to be necessary to the work performed in rendering mutual aid assistance, the subsequent invoicing and payment effort, and any potential subsequent Federal Emergency Management Agency ("**FEMA**") reimbursement effort:

(1) *Travel Time Pay*. Unless there is a controlling collective bargaining or other labor agreement that requires a different approach, the Requesting Entity will reimburse the Providing Entity for the actual costs it incurs for the travel time of its personnel (*i.e.*, pay and benefits), as follows: (A) when the Providing Entity is traveling to the Requesting Entity, from the time the Providing Entity's personnel leave its home facility until such personnel arrive at the Requesting Entity's muster or intake location; and (B) when the Providing Entity is returning to its home facility from the Requesting Entity's location, from the time the Providing Entity's personnel leave its last work or overnight accommodation location until it arrives at its home facility. Travel time, referenced in the previous sentence, includes reasonable time incurred to prepare for initial travel at the Providing Entity's shop. If equipment breaks down or is damaged during travel and the Providing Entity requires certain of its personnel to stay with the equipment until repairs are made, the Requesting Entity will reimburse the Providing Entity for the actual costs it incurs to pay its personnel, related to equipment repair waiting time. If the Providing Entity is released from mutual aid assistance by the Requesting Entity, and travels to a subsequent utility to provide mutual aid, the Requesting Entity has no liability for the Providing Entity's costs incurred for its personnel to travel from the Requesting Entity location to the subsequent utility's location for additional mutual aid assistance. For equipment, hourly or mileage rates will be reimbursed by the Requesting Entity, including equipment travel time (calculated on the basis of the recorded work hours of the Providing Entity's individual person(s) to whom each piece of equipment is assigned).

(2) *Emergency Travel; Crew Swaps*. The Requesting Entity will reimburse the Providing Entity for its travel costs incurred (*e.g.*, plane tickets) for travel for personnel who have to return home on an emergency basis from mutual aid assistance. Taking into account due exigencies, the Providing Entity will endeavor to limit or minimize emergency travel costs. The Providing Entity's costs for swapping crews will be reimbursed on a not less than two-week crew rotation basis. The Requesting Entity will not be responsible for the Providing Entity's costs in swapping crews on a less than two week basis, or for replacing personnel who have to return home from mutual aid assistance for reasons that are not an emergency. As used in this clause (2) of section 2, "**emergency**" means an exigent or severe circumstance that requires an individual to return home as soon as reasonably possible to meet family, personal, or similar needs. An example of an emergency includes the death or severe illness (requiring hospitalization or non-elective surgical intervention) of a close family member. As the term is used here, "emergency" does not include planned or elective matters such as vacations, weddings, birthdays, graduations, court dates, elective medical procedures, or similar activities.

(3) *Equipment Breakdown Costs*. If any of the Providing Entity's equipment breaks down or is damaged as a direct result of performing mutual aid assistance for the Requesting Entity, more than 50 miles from the Providing Entity's home facility, and must be repaired prior to returning to the Providing Entity's home facility (*e.g.*, a truck breaks down and is inoperable), then the Requesting Entity will reimburse the Providing Entity for its actual

repair costs, unless the Providing Entity is charging the Requesting Entity for such equipment using FEMA rates (which are inclusive of repair costs). The Requesting Entity is not responsible for repair costs of the Providing Entity's equipment that breaks down, but does not have to be repaired for it to be returned to the Providing Entity's home facility (*e.g.*, a bucket lift mechanism fails, but does not render a truck inoperable to be driven back to the Providing Entity's home facility). The Requesting Entity is also not responsible for repair costs of equipment that breaks down or is damaged before arriving at the Requesting Entity's location, except that the Providing Entity must promptly notify the Requesting Entity of the equipment break down, and coordinate on the need for replacement equipment, if any, and how replacement equipment will be compensated. To the extent that there is a reasonable basis for any of Providing Entity's personnel to stay with the equipment while repairs are being made, where the Requesting Entity is responsible for the costs of such repairs pursuant to the first sentence of this clause (3), the Requesting Entity's obligations for Providing Entity's personnel costs is hereby limited to (A) the minimum number of personnel that need to remain with the equipment for repairs and return of the equipment to Providing Entity's home facility, and (B) no more than the Providing Entity's normal billable work day, per day, for such personnel who are remaining with the equipment during repairs.

(4) *Food.* If the Requesting Entity provides food (including meals, snacks, or both) for the Providing Entity's personnel providing mutual aid assistance, the Requesting Entity will not be responsible for food costs incurred by the Providing Entity, unless the nature of the mutual aid assistance work or other events prevent the Providing Entity's personnel from physically being able to eat the food provided by the Requesting Entity (including prepared food shortages from the Requesting Entity). The Requesting Entity will not be responsible for food costs for the Providing Entity's personnel while they are traveling, beyond *per diem* meals and incidentals rates established and published from time to time by the United States General Services Administration (GSA) for the area where the mutual aid work is to occur. (GSA *per diem* rates may be available at https://www.gsa.gov/travel /plan-book/per-diem-rates.) *Per diem* rates will be based on the location, or nearest GSA reference location to, where the expenses are incurred.

(5) *Laundry Services.* If the Requesting Entity provides laundry services for the Providing Entity's personnel providing mutual aid assistance, the Requesting Entity will not be responsible the Providing Entity's separate costs incurred for its personnel's laundry. If the Requesting Entity does not provide such laundry services, it will reimburse the Providing Entity for actual laundry costs incurred for Providing Entity's personnel.

(6) *Hotel Accommodations.* The Requesting Entity must either arrange for or approve (which approval can be given by the Requesting Entity as a part of the subsequent reimbursement process) Providing Entity's hotel accommodations during travel and in the locale of mutual aid assistance work. Except to the extent that double-occupancy hotels rooms are not available, the Requesting Entity will only reimburse the Providing Entity for its hotel costs incurred on a double-occupancy basis. The Requesting Entity will reimburse

the Providing Entity only for hotel room night costs, and will not be responsible for miscellaneous or individual charges, such as mini bar charges, room service, telephone calls, in-room movies, excessive tipping (greater than 20%), and business center charges (unless the Providing Entity provides documentation that business center charges are related to the provision of mutual aid assistance to the Requesting Entity). The Providing Entity must provide a copy of all itemized hotel folios for hotel room nights where reimbursement is sought from the Requesting Entity, with records of occupant(s) of each room and check-in and check-out dates, along with any other supporting information requested by the Requesting Entity. If the Requesting Entity provides accommodations in the locale of mutual aid assistance work (*e.g.*, base camps), the Requesting Entity will not be responsible for the Providing Entity's costs for hotel accommodations, except during travel.

(7) *Personal Item Costs*. The Requesting Entity will not be responsible for reimbursing the Providing Entity for any costs incurred by the Providing Entity for personal items that are for individual comfort or convenience of the Providing Entity's personnel. This includes items such as alcohol, snuff or other tobacco products, coolers, toiletries, medicines, non-work consumables, *etc,*.

(8) *Materials and Supplies*. The Requesting Entity will only be responsible for reimbursing the Providing Entity for materials and supplies that it purchases, or supplies to its personnel providing mutual aid assistance from inventory, to the extent such materials and supplies are of a reasonable quantity for the number of the Providing Entity's personnel performing mutual aid assistance. For personal equipment such as safety equipment, safety glasses, rubber sleeves, flame retardant clothing (FR2), belts, climbers, boots, gloves, raincoats, hardhats, etc., there is a presumption by the Requesting Entity that the labor rates for the Providing Entity's personnel include the provision of such personal equipment. However, if the Providing Entity needs to purchase or issue such personal equipment to its personnel providing mutual aid assistance, and seeks reimbursement from the Requesting Entity for the same, the Providing Entity must provide documentation as to the necessity of providing such personal equipment for that mutual aid assistance effort. In that case, the Requesting Entity will only be responsible for reimbursing the Providing Entity for such personal equipment (A) in an amount that corresponds to the number of personnel needing such equipment and providing mutual aid assistance, with a minimal, reasonable allowance for extra items, and (B) only to the extent that such personal equipment cannot be reused by the Providing Entity's personnel after the mutual aid assistance is completed. For items of the Providing Entity's inventory that is used or incorporated into the Requesting Entity's electrical system in the performance of mutual aid assistance, the Requesting Entity will reimburse the Providing Entity only for inventory items where there is documentation showing that such inventory items were used or incorporated into the Requesting Entity's electrical system.

3. **Documentation to Support the Providing Entity's Costs in Providing Mutual Aid Assistance**. As FEMA reimbursement for mutual aid assistance costs incurred by the Requesting

Entity may require the Requesting Entity to provide extensive documentation concerning the Providing Entity's work to support its FEMA reimbursement claims, the Requesting Entity requests and the Providing Entity hereby agrees to provide the following information for its mutual aid assistance rendered to the Requesting Entity:

(1) For the Providing Entity's wages and salaries, including benefits, the Providing Entity will provide a copy of its pay and benefits policy(ies), including information that identifies its labor rates, benefits, overtime pay, and any special pay that may be applicable to mutual aid assistance.

(2) The Providing Entity will provide documentation to support all mobilization and demobilization costs and document each item of mobilization costs incurred and billed to the Requesting Entity.

(3) For personnel travel, the Providing Entity will identify for each vehicle, who is driving and who is a passenger, including all changes of drivers.

(4) The Providing Entity will identify which equipment travels with which crews in a way that permits the Requesting Entity to identify crew and equipment together, including any changes of equipment or crews that occurs during the mutual aid assistance effort.

(5) For crew swaps and any replacement of the Providing Entity's personnel providing mutual aid assistance, on an emergency or non-emergency basis, the Providing Entity will provide a log or other documentation identifying each individual's starting and ending time for the whole of the Providing Entity's mutual aid assistance effort to the Requesting Entity.

(6) Unless using FEMA standard rates, which include fuel, the Providing Entity will track all fuel costs and provide documentation for all of its actual costs for fuel for all vehicles and equipment. Fuel receipts must indicate the volume of fuel purchased and the cost per measured unit.

(7) If the Providing Entity is aware, or is notified by the Requesting Entity, that its rates for equipment are higher than standard FEMA rates, the Providing Entity will provide documentation justifying the higher rates to the reasonable satisfaction of the Requesting Entity. If FEMA rates are not utilized, the Providing Entity should use rates which include all costs for ownership and operation of equipment, including depreciation, overhead, all maintenance, field repairs, lubricants, tires, OSHA equipment and other costs incidental to operation.

(8) The Providing Entity will respond in the full, to the best of its knowledge and ability, to all requests for documentation from the Requesting Entity related to the Requesting Entity's FEMA reimbursement claims.

(9) If the Providing Entity is released from mutual aid assistance and travels to a subsequent utility to provide mutual aid, instead of returning to its home facility, the Providing Entity will identify the subsequent utility and provide contact information for such subsequent utility.

(10) For any equipment repair costs that are reimbursable to the Providing Entity pursuant hereto, the Providing Entity will provide all documentation and other maintenance records that demonstrate the equipment was regularly maintained and in good operational order prior to the breakdown or damage. For equipment damage repairs, the Providing Entity shall provide all available details on when, where, and how the damage occurred.

4. **Invoice Documentation.** The Providing Entity will provide the following information to support its invoice(s) to the Requesting Entity:

(1) If the Providing Entity is billing by time and equipment rates (*i.e.*, not using FEMA rates):

(A) a rate sheet for all labor and equipment charges (with the FEMA benefit calculation sheet for indirect labor charge evidence);

(B) daily timesheets and equipment logs signed (or otherwise electronically approved, as applicable) by authorized field personnel indicating for each work location or task:

(i) each employee's name, position, type of employment (*i.e.*, full-time exempt, full-time non-exempt, part-time, temporary, *etc.*) and days and hours worked;
(ii) each employee's rate of pay for regular hours and overtime hours;
(iii) the total number of hours worked each day by each employee (including those recorded as regular hours and overtime hours);
(iv) location of the work, unless location(s) of the work are directed by the Requesting Entity, including pole number, address, or other reasonable identification information;
(v) detailed description of the work, unless kept by the Requesting Entity
(vi) details of all equipment used, including date of use, trip origin odometer reading, trip destination odometer reading, make, model, vehicle number, and hours used; and
(vii) miscellaneous expenses (including copies of all receipts);

(C) charges for the Providing Entity's general and administrative (G&A) costs, which the Providing Entity must include as a separate line item (and itemized) in invoicing to the Requesting Entity; and

(D) charges for hotel and food while traveling to and from the mutual aid assistance destination with detail (*i.e.*, name(s) of room occupant(s), name and location of hotel, check-in and check-out dates, itemized hotel folio, itemized food receipts (if any), names of personnel consuming food).

(2) If the Providing Entity is utilizing FEMA equipment rates, fuel, maintenance, and repair costs cannot be separately charged.

5. **Return of the Requesting Entity's Equipment.** Providing Entity shall comply with this section 5 unless the Requesting Entity provides different direction. To ensure that all of the Requesting Entity's equipment, inventory, machinery, supplies, or other items issued to or used by the Providing Entity's personnel during mutual aid assistance is returned to or used for the Requesting Entity, the Providing Entity will identify a crew leader for each of its crews, and the crew leader will each day log any of the Requesting Entity's equipment, inventory, machinery, supplies, or other item issued to or used by that crew in that day's mutual aid assistance effort. Such crew leader's log will identify all items that are incorporated into the Requesting Entity's electrical system, or consumed in the mutual aid assistance effort (for consumables). (Miscellaneous low cost and other *de minimis* items (*e.g.*, nuts and bolts) may be estimated.) All other items on the crew leader's log will be checked-back to the Requesting Entity, by the crew leader, prior to the Providing Entity's crew being released by the Requesting Entity from mutual aid assistance.

6. **Other Requesting Entity Requirements.** The Requesting Entity may request or require information and documentation requirements than are in addition to what is provided in this statement of principles. Nothing in this statement of principles supersedes or negates any of the Requesting Entity specific requirements. In the event of a conflict between this statement of principles and the Requesting Entity's own documentation, the Requesting Entity's documentation controls.

[*Acknowledgement Sheet Follows*]

To indicate the parties have reviewed and reached agreement on the applicability of this statement of principles an authorized person from each of the Providing Entity and the Requesting Entity initials below.

on behalf of

Utility or Company: _____

_____ Name: _____

Initials Title: _____

EXECUTION NOTE: APPA will keep this guiding principles document on file for each APPA member that executes it, like the APPA mutual aid agreement, and will distribute it, or provide for its distribution, to members involved in mutual aid, along with the mutual aid agreement.