



October 23, 2023
City Council Worksession

Mayor Bryan Hough
Mayor Pro-Tem Phyllis Harris
Councilman Ivory Craig
Councilman Jeff Meadows
Councilman David Moore
Councilwoman Christina Pawlish
Councilwoman Lauren Shoemaker
Marie M. Anders, City Attorney
Danny Jackson, Interim City Manager

**CITY OF MOUNT HOLLY
MOUNT HOLLY CITY COUNCIL MEETING AGENDA**



**October 23, 2023
6:30 P.M.**

CALL TO ORDER BY THE MAYOR

INVOCATION

PLEDGE OF ALLEGIANCE

SET THE AGENDA

CONSENT AGENDA

1. Budget amendment for hiring six firefighters and updating of the position allotment
2. Approve staff applying for the NCLM Safety Grant in the amount of \$10,000 to purchase additional security cameras for the Municipal Complex
3. Call for a public hearing to amend Section 5.2.5 of the Manual for Downtown Development to update the required height of awnings from ten feet to the standard for such improvements that are laid out in the State building code
4. Call for a public hearing to amend Note # 12 of Section 7.1 of the Zoning Ordinance to update the setbacks for Churches, synagogues and other associated activities that are located in residential zoning districts- while also specifying the needed setbacks for institutional uses that are provided for in Note # 12
5. Call for public hearing to consider rezoning the following parcels (Parcel #s 123804, 123794, 123793, 123790, 123789, 123785 & 123784) from Residential Downtown (RD) to Central Business (B-1)
6. Call for public hearing to consider rezoning the following parcels (Parcel #s 124095, 307978, & 307979) from R-8-SF & R-8-MF to Office and Institutional (O-I)
7. Approval of Minutes from the October 9, 2023 Council Meeting
8. Approval of Minutes from the October 9, 2023 Closed Session

NEW BUSINESS

1. Review and consider approval of the proposed art and locations associated with the TDA's bee art project
Paul Lowe
2. Consideration of Request for Proposal Process for Veterans Park Expansion with Downtown Development
Marie Anders & Greg Beal

OLD BUSINESS

1. Presentation on Environmental Analysis for 131 South Main Street
Creech & Associates and ECS
2. Update on Facilities Committee for Old City Hall
Danny Jackson

CLOSED SESSION

1. Closed Session Pursuant to N.C.G.S 143-318.11 (a) (3 and 5)

ADJOURN

CONSENT AGENDA



City of Mount Holly Action Agenda Item

To: Mayor and City Council
Ryan Baker, Fire Chief

Date: October 17, 2023
Meeting Date: October 23, 2023

Agenda Item to be considered:

Budget amendment for hiring six firefighters and updating the position allotment

Will this require a public hearing? ☐ YES ☒ NO

Background/Purpose of Request:

We need to hire six additional firefighters to boost our station staffing levels. Unfortunately, we did not receive the SAFER Grant, so these positions will have to be funded from our budget. As a result, the position allotment needs to be updated from 35 fire personnel to 41. See the attached financial documentation.

Fiscal Impact:

Will the Item affect the current budget	☒ YES	☐ NO	☐ N/A
Reviewed by Finance Director	☒ YES	☐ NO	☐ N/A
Preaudit Certification required	☒ YES	☐ NO	☐ N/A
Capital Project Ordinance required	☐ YES	☐ NO	☐ N/A
Budget Transfer required	☐ YES	☐ NO	☐ N/A
Total City Dollars:			
Budget Code			
Reviewed by City Attorney	☐ YES	☐ NO	☐ N/A

Manager/Staff Recommendation:

Result of City Council Decision:

Attachments: Financial Documentation



**CITY OF MOUNT HOLLY
FY 23-24 Budget Amendment**

Account Number	Description	Account Debit	Account Credit
10-00-3991-000	Fund Balance Appropriation		\$256,071.00
10-10-4340-121	Salaries	\$142,905.00	.
10-10-4340-183	Insurance	\$25,668.00	
10-10-4340-180	FICA	\$10,932.00	
10-10-4340-134	401K	\$7,145.00	
10-10-4340-182	Retirement	\$18,421.00	
10-10-4340-212	Uniforms	\$51,000.00	
TOTAL		\$256,071.00	\$256,071.00

Date Submitted: 23-Oct-23

Finance Officer: _____

City Manager: _____

Department Comments:

Amendment to appropriate fund balance for the hire of 6 firefighters

Unassigned Fund Balance after Budget Amendment Approval: 10,461,284

% of Budget after Budget Amendment Approval: 39.113422%

Position Allotment FY 23-24

ADMINISTRATION : (21 Full, 2 Part, 2 PT Temp)		
Position	Positions Authorized FY 23-24	
City Manager		1
Assistant City Manager		1
HR Director		1
City Clerk		1
Finance Director		1
Deputy Finance Director		1
General Ledger Accountant		1
Fiscal Analyst		1
Administrative Asst - Finance		1
Customer Service Associate		2
Deputy City Clerk		1
Maintenance Supervisor		1
Maintenance Technician		2
Electrician		1
Landscape Tech		1
IT Technician I		1
HR Coordinator		1
Communics/Special Events Coordinator		1
Custodian		1
Revenue Collector (Part Time)		2
Intern (Part Time Temp)		2

PLANNING: (6 Full)		
Position		
Planning & Development Director		1
Deputy Planning Director		1
Economic Development Director		1
Planner I		1
GIS Technician		1
Planning Technician		1

STREETS/SOLID WASTE (19 Full)		
Position		
Streets & Solid Waste Director		1
Asst Streets & Solid Waste Director		1
Fleet Supervisor		1
Crew Leader		2
Solid Waste Worker I		9
Solid Waste Worker II		5

UTILITIES ADMINISTRATION (9 Full)		
Position		
Utility Director		1
Deputy Utility Director		1
Site Inspector		2
Stormwater Compliance Specialist II		1
Project Manager		1
Engineer		1
Utility Administrative Assistant		1
Meter Analyst		1

FIELD SERVICES (12 Full)		
Position		
Field Operations Manager		1
Crew Leader		2
Utility Crew (Utility Tech I or II)		5
Meter Reader		1
Location Tech		1
Pump Specialist		1
Pump Technician		1

POLICE (49 Full, 7 Part, 2 Auxiliary)		
Position	Positions Authorized FY 23-24	
Police Chief		1
Deputy Police Chief		1
Captain		2
Sergeant		8
Corporal		5
SRO		4
Patrol Officer		17
Telecommunicator		8
Records Management Supervisor		1
PD Executive Assistant		1
Evidence Clerk		1
Detectives - PT		2
Auxiliary Officer (No Benefits)		2
Crossing Guards - PT (No benefits)		5

GARAGE (2 Full)		
Position		
Mechanic		1
Mechanic Assistant		1

FIRE (41 Full, 13 Part)		
Position		
Fire Chief		1
Deputy Fire Chief		1
Captain		10
Fire Marshal		1
Firefighter		27
Firefighter PT		13
Administrative Assistant / Fire Educator		1

PARKS & RECREATION (7 Full, 12 Part)		
Position		
Recreation Superintendent		1
Athletic Coordinator		1
Recreation Maintenance Supervisor		1
Maintenance Technician		2
Recreation Specialist		2
PT - Recreation Aide (no benefits)		12

WATER (7 Full)		
Position		
ORC		1
Plant Operator		6

WASTEWATER (5 Full, 1 Part)		
Position		
ORC		1
Plant Operator		2
Relief Operator		1
Backup ORC/Operator		1
Plant Operator - PT		1

Total Full Time Positions Allotted	178
Total Part Time Positions Allotted	37
Total Auxiliary Officer Positions Allotted	2
	<u>217</u>



City of Mount Holly Action Agenda Item

To: City Council From: Paul Lowe, Assistant Planning Dir.	Date: 10-13-2023 Meeting Date: 10-23-2023
Agenda Item to be considered: Approve staff applying for the NCLM Safety Grant in the amount of \$10,000 to purchase additional security cameras for the Municipal Complex.	
Will this require a public hearing? ☐ YES ☒ NO	
Background/Purpose of Request: Staff is interested in applying in the NCLM's safety grant in the amount of \$10,000. The grant would help to improve safety in the City by providing additional security cameras along the Municipal Complex. If awarded, the City would spend the \$10,000 and would be reimbursed 50% of the costs or \$5,000. The deadline for submitting the application is November 1st. We will need to send in the application, a written justification of our project, and quotes-as our application packet. The current cost projections for this project is \$12,235.42. This is a team effort among Human Resources, Maintenance, Police, IT, Parks and Recreation, and Planning & all funds associated with the project can be accommodated between the various departments that are working on this project. No additional funds are being requested. Awards will be made in December 2023.	
Fiscal Impact:	
Will Item affect current budget	☐ YES ☐ NO ☒ N/A
Reviewed by Finance Director	☐ YES ☐ NO ☒ N/A
Preaudit Certification required	☐ YES ☐ NO ☒ N/A
Capital Project Ordinance required	☐ YES ☐ NO ☒ N/A
Budget Transfer required	☐ YES ☐ NO ☒ N/A
Total City Dollars:	\$
Budget Code	
Reviewed by City Attorney	☐ YES ☒ NO ☐ N/A
Manager/Staff Recommendation: Staff recommends approval of our request to apply for the grant.	
Attachments: 1. Grant Information. 2. Cost Projections.	

2023-2024 NCLM Insurance Pool Safety Grant Rules & Guidelines

A program exclusively for NCLM workers' compensation and property and liability pool members

The Safety Grant program has allotted \$100,000 in each pool to help members purchase equipment and services that will significantly reduce the potential for future workers' compensation, property/casualty, or liability insurance claims. Members are eligible for up to \$5,000 in matching grants for each pool in which they participate. See section V for maximum award amounts based on premium contribution.

Award amounts for all applications will be based on how well the applicant has followed up on and completed risk control recommendations over the past two years. Grant applications may be denied or partially awarded based upon this review. This is in addition to the existing requirement that all level "4 and 5" risk control recommendations be completed. See Section IV for more details about these award considerations.

Please read this entire document carefully to review equipment and services eligibility, grant limitations, and other requirements before completing the 2023 application. This will save valuable staff time and help us serve you more efficiently.

The grant process is automated and located on the NCLM website. Included in this guide are the portal/uploading instructions. You are required to contact your Risk Control Consultant (see appendix) for pre-application approval, or call Tom Anderson, Director of Risk Control, at 704-517-8496 with questions prior to completing your application and for identifying appropriate risk mitigation items and equipment.

I. APPLICANT ELIGIBILITY AND APPLICATION SCHEDULE

Only current NC League of Municipalities Risk Management Services (RMS) workers' compensation or property and liability insurance pool members may apply, according to the schedule below.

Application Period	Application Received by RMS	Grants Awarded
Grant Opens	August 1, 2023 – November 30, 2023	December 2023

- **Each member can receive only one grant award (per membership pool) each fiscal year (July 1st – June 30th). Requests from multiple departments must be combined into a single application.**
- **Members may apply for up to five (5) individual items on each pool grant submission.** Please list the items for reimbursement in the order of priority as not all reimbursement requests are guaranteed. This does not apply to items with multiple required parts for full implementation such as surveillance systems.
- **Grant requests including quotes must be submitted by the November 30, 2023 close date.**
- There is no guarantee that a grant will be awarded or fully funded. Please keep this in mind if equipment is purchased prior to receiving an award letter. If special circumstances exist where equipment is needed to address a high hazard or imminent danger situation, we encourage you to contact your Risk Control Consultant who can evaluate the issue and bring it to the Awards Committee for immediate consideration. After committee review, we will notify you of the award decision.
- The equipment or service must be associated with the participating member's insurance pool. For example, members who only participate in the RMS workers' compensation pool would not be eligible for a grant to purchase video security equipment for their facility.

- Grant awards are valid for **six months** from the date that the award letter or email was issued to the member. After that time, they expire. **Purchase proofs including copies of checks and paid invoices must be submitted within the six months following the award letter issuance. Unused grant awards will immediately expire if a member leaves the RMS insurance pool.**
- A member who does not use at least some portion of a grant award before it expires will be ineligible for the grant program for a period of one year. Members with unused grant awards must complete their existing grant-related purchase(s) prior to submitting a new grant application.

II. ELIGIBLE EQUIPMENT & SERVICES

The equipment or services being requested in the application must have a legitimate beneficial impact on the member's loss exposure(s). The primary benefit of the item must be to reduce the likelihood of a claim, and/or improve the municipality's risk management efforts. Equipment must directly and primarily benefit the municipality, its employees, facilities, etc., rather than the general public at large. Equipment or items that are required for normal business operations, routine operating expenses, repairs, or disposable personal protective equipment are not eligible for the program. It is preferable to contact Risk Control when considering equipment with limited claims reduction/risk management benefits for feedback on the potential eligibility of items. This can avoid rejection of the application and potentially losing out on grant funds.

With regard to services, the cost of installation for an approved item (e.g. electrical, installation of a security system, etc.) is eligible for the program, as is the consulting fee associated with performing ergonomic functional analysis when done to update a high-risk job description.

The spirit of this program is to help make high-cost risk mitigation items more affordable while ensuring that as many members as possible can apply. In all cases, the total reimbursement request must be at least \$200.

Examples of eligible requests (not a complete list):

- Portable or installed eye wash stations meeting ANSI Z358.1.
- Ergonomics-focused gear for law enforcement such as under-clothing duty-belt harnesses and external carrier vests designed to transfer the weight of the duty belt from the officer's hips to the shoulders. This may not be used in addition to purchases under RMS Body Armor Grant Program that included carrier vests.
- Material handling equipment such as utility cover lifters, hydraulic lifting tailgates, truck cranes, cylinder/tank lifters, powered pallet jacks, miscellaneous lifting equipment, fire hose rolling equipment, wheel dollies, and drum grasps for forklift.
- Portable multi-gas meters.
- Portable light towers for work zone and flagger station illumination. These lighting units are only eligible when they can provide down-lighting or are on light stanchions. The stanchion height must be no less than 12 feet and the light output no less than 20,000 lumens. Ground level illumination is typically not eligible.
- General safety equipment such as flammable liquids cabinets, oily waste/shop rag containers, spill containment pallets and equipment related to lockout/tagout, fall protection, and machine guarding.
- Bollards to protect above ground fuel storage tanks, insured structures, etc.
- Fuel nozzle shutoffs and breakaway hose valves for vehicle fuel systems.
- Trench protective systems such as trench boxes, shielding systems, and shoring.

- Video cameras specifically designed for sewer pipeline inspection to prevent sewer back-ups.
- Theft/vandalism deterrent video surveillance systems for buildings. Systems must be able to be viewed via the internet or have proof of secure installation (or with the DVR located offsite) to prevent unit theft. Video surveillance systems that record to DVRs only and have no internet access will only be permitted if the member provides supporting evidence that the DVR is secured in a lock box and cannot be removed from the premises during a burglary.
- Equipment and/or facility upgrades noted in member-specific RMS Risk Control recommendations, except as otherwise prohibited. This includes the cost of professional installation services, such as use of a licensed electrician to address identified electrical hazards.
- Request for training must be reviewed with your RMS Risk Control Consultant prior to submitting grant application.
- Drones – Prior to submitting a reimbursement quote for drone technology, the member must receive approval from their regional Risk Consultant. Criteria for approval includes a copy of the drone policy, training documents, in addition to any licenses and permits being in place for operations.
- Police body cameras – The following criteria must be satisfied prior to approving a grant for police body cameras:
 - The agency must complete the Leagues' Law Enforcement Risk Review Program.
 - The agency's budget must include funding for continued operation (maintenance, data storage, replacement units, etc.).
 - All first-responding officers must be equipped with in-car camera systems,
 - Policies must address privacy concerns and data acquisition, storage, and retention.
 - In-car cameras will not be replaced by body cameras
 - NCLM Risk Management must approve the model of body camera
 - Agency must address the 33 recommendations outlined in the U.S. Department of Justice "Implementing a Body-Worn Camera Program, Recommendations and Lessons Learned".
- Ergonomic functional analyses that are intended to document the essential physical functional elements that are associated with a given job. We want to support municipal efforts to update the functional elements in their job descriptions—particularly in higher hazard positions. Updating these elements supports the hiring process, improves ADA compliance and positively impacts the transitional return to work process when an employee is injured at work. To qualify for an award and reimbursement, the following parameters apply:
 - ✓ The functional assessment must be performed by a licensed provider that has a PT, OT, CEES or other appropriate certification and who has demonstrated experience performing these evaluations.
 - ✓ The assessment results must be used to update a high hazard job description. Eligible positions include highway maintenance worker or working road foreman/supervisor, police officer, full time paid firefighter, and transfer station attendant.
 - ✓ The completed functional analysis must be used to update the job description. The completed job description, along with a copy of the functional analysis report must be provided to us at the time reimbursement is requested.
 - ✓ The maximum reimbursement amount is up to \$600 per analysis (subject to the limits noted in section V). This award and reimbursement is also limited by eligibility and reimbursement requirements and limitations that are outlined elsewhere in this document.

Examples of ineligible requests - note that this list is not all inclusive:

- Radio communication equipment
- Flashlights, back up lighting, and strobe lights
- Weapons or ammunition
- Power tools
- Equipment repair or inspections
- Permanent roadside traffic signage
- Electronic speed advisory signage
- Emergency apparatus reflective markings
- Automatic emergency defibrillators (AEDs)
- First aid kits
- Fire extinguishers
- ADA compliance retrofitting
- Emergency standby generators
- **Any personal protective equipment (PPE)**
OSHA requires the employer to provide to employees
- **General repairs and maintenance**
- Ladders
- Speed bumps
- Licensing fees
- Central station monitoring fees
- Gloves (except puncture resistant gloves for law enforcement and firefighting gloves)
- Jacks and jack stands
- Routine maintenance
- Repairs/maintenance to building, roads, and sidewalks
- Safety vests or reflective clothing
- Police Soft Body Armor (see the soft body armor grant application)

III. VENDOR QUOTES & SUPPORTING INFORMATION

Interested members need to submit applications that specify what is desired, explain its intended purpose, and provide cost details in the form of a quote. We strongly encourage members to control costs (so the program can help more municipalities) by seeking competitive pricing from multiple vendors. Quotes must be uploaded to the grant portal for each of the items to be purchased.

- Requested equipment must meet applicable ANSI, ASTM, NFPA or other applicable performance standards. Product literature must be included with the application to provide documentation that the requested equipment or items meet applicable codes or standards. For example:
- When applying for ergonomic functional analysis, please provide vendor qualifications and experience, along with the quotation for the services desired.
- Photocopied pages from the "USABlueBook" or similar sources will not be considered as an adequate quote, due to the high cost of these vendors. Members that submit quotes from these sources with their application will be asked to obtain alternate quotes, unless they can demonstrate that other quotes are higher.
- You are encouraged to include shipping costs as part of the grant application. To do that, make sure your vendor includes a shipping cost estimate in the quote you submit with your application.
- **Do not include state tax as part of the grant request.**
- The cost of professional installation of equipment is grant eligible. It is crucial that members obtain a quote or estimate of these costs in advance and include that information as part of the application.
- Applications must include actual copies of the vendor quotes with costs itemized with detailed item names and descriptions. Illustrated product literature must also be included to provide a visual representation of each item and to confirm that each meet the required standards.

- Summarize the vendor's quote information and write it in the application form. Indicate the cost per item and the number of items requested.

IV. APPLICATION GUIDELINES

Applications will be considered only when they meet the following requirements:

- All uploaded applications **must include a signature page signed by the senior municipal official** (e.g. manager/administrator, mayor, or select board member). For the purpose of this grant, department heads are **NOT** considered senior municipal officials.
- Complete and signed applications must be uploaded to the grant portal and received within the prescribed applications periods outlined in Section I.
- To be considered "complete", all applications must contain the required elements outlined in Section III of this guideline. We strongly encourage you use the checklist located in Section VII to help determine whether you are submitting a complete application.
- To be eligible for a full award, the applicant must have completed any recommendations that have been made by NCLM Loss Control if applicable.

Recommendations are considered outstanding when they have not been addressed within 60 days from the date of the risk control visit. Note that this requirement applies to all departments or operating units within a given municipality.

Members with outstanding recommendations may submit applications that include systems and/or equipment that will correct the outstanding recommendation(s). For example, if a member has one outstanding level "3, 4 or 5" recommendation, they may submit an application that includes equipment or services that address the level "3, 4 or 5" recommendation and include other appropriate items as well. This application would be eligible for consideration because it addresses an outstanding level "3, 4 or 5" recommendation that would otherwise render the member ineligible for the program.

You should review recent risk control action plans to determine whether recommendations have been addressed. Alternatively, you may contact your risk control representative to obtain copies of these reports or ask questions about the degree of compliance with risk control recommendations.

- Applications should be completed electronically at www.nclm.org
- All documents must be legible.

Additional application requirements include:

- Funding applied for or received from any other grant sources must be deducted from the cost of the item(s) requested. The member's "net" costs (after consideration of other grant monies) are still eligible for reimbursement under the RMS equipment grant program.
- The application must include supporting documents that provide:
 1. a **clear** description of the equipment requested and vendor price quotations.
 2. Be sure to include additional costs such as shipping and installation as part of the application documentation. **Taxes must be excluded and will not be reimbursed.**
- **IMPORTANT:** In the application, explain why this equipment is needed and how it will aid in reducing the frequency and/or severity of workers' compensation, property, auto or liability claims.

V. AWARD AMOUNTS

Members are eligible for up to 50 percent of the quoted cost of qualifying equipment with a maximum award that is limited by the member's 2021 RMS insurance pool premium. Award amounts are shown in the table below:

2021 RMS Pool Premium	Maximum Award
Minimum contribution to \$1,000	\$250
\$1,001 - \$3,000	\$500
\$3,001 to \$5,000	\$1,000
\$5,001 to \$10,000	\$1,500
\$10,001 to \$15,000	\$2,000
\$15,001 to \$20,000	\$3,000
\$20,001 to \$25,000	\$4,000
\$25,001 +	\$5,000

- Grants will be awarded or declined at the sole discretion of the Awards Committee, which is comprised of NCLM Risk Management Services staff. The Awards Committee will award grants in December of each year, after which the applicant and RMS contact will be notified of the award or rejection.
- Applications are considered on a first come, first serve basis, but consideration can be made according to priority. There is no guarantee that funding will be available for the entirety of the application period.
- All applicants will receive an award letter via email indicating the award amount or a rejection notification indicating why the application was rejected in whole or in part. Amounts noted in the award letter will be based on the quote detail provided in the application and its supporting documents, as well as program limitations. Please contact us if you have any questions about the award or rejection correspondence.
- The grant program will only reimburse up to 50 percent of the member's final (net) costs. Monies anticipated or received from other grant sources will be deducted before calculating awards.

VI. OBTAINING REIMBURSEMENT AFTER THE PURCHASE

After your municipality has purchased **all** desired qualifying equipment or service within the required timeframe, you must provide proofs of purchase **and** payment to obtain reimbursement.

- All purchased items must be identical to or of equivalent or superior quality to items that were approved in the application process; otherwise, they may not qualify for reimbursement. Substituting lesser quality items may result in no reimbursement for those items. Purchasing fewer items than what was proposed in the application will result in a reduction adjustment to any reimbursement. Reimbursement award will not exceed the amount originally quoted. Please contact us if you have any questions.
- If actual expenditures on approved items exceed the quoted costs, reimbursement will be based on the **approved quoted costs** for those items. If the actual purchase costs are less than the quoted costs, the reimbursement will be for the approved actual cost of the items. In no case will the grant pay more than the amount stated in the award letter.

- Grant awards not spent on equipment that was in the grant application may not be “reallocated” to other equipment. If specific items are not purchased, those reimbursement monies are forfeited unless prior approval has been obtained in writing.
- Send the following documentation for all items purchased:
 - A clear description of the items purchased with cost per item and shipping costs clearly shown.
NOTE: (Reimbursements will not be provided if the items and paid proofs are not clear, concise, and verifiable)
 - Vendor paid invoice(s).
 - Proof of payment in the form of a copy of the cleared check(s) used to pay for equipment. Ideally, the check(s) should reference the vendor’s invoice #.
 - For fire and security systems, include evidence that the system is centrally monitored. For onsite DVR/video surveillance systems, submit evidence that the DVR is securely located.
 - Reimbursement for completed ergonomic functional analysis must include the completed functional analysis report and the updated job description that includes the new functional analysis information. This is in addition to the above financial documentation.
- Submit and attach the above documentation to the grant portal as the original quotes were submitted.

NOTICE: Members must review their Safety Grant requests with their associated Risk Control Consultants prior to submission.

1. Western Region- Amy Whisnant, 828-231-0276, awhisnant@NCLM.ORG
2. Eastern Region- Matt Reid, 919-404-1857, mreid@NCLM.ORG
3. Southern Region- Darius Chisholm, 704-491-9493, dchisholm@nclm.org
4. Fire Department Requests- TJ Deluca, 919-830-6999, tdeluca@nclm.org
5. Police Department Requests- Joseph Graziano, 609-868-9553 jgraziano@nclm.org

VII. APPLICATION CHECKLIST

Before you send your application, please use the following checklist to help ensure that your application won't encounter administrative snags. This is a tool for you: do not send it with your application. If you answer "No" to any question, review the application and these guidelines to make sure you qualify for the program and that all requirements have been met. **Incomplete applications are subject to rejection!**

Pre-Application Evaluation Checklist	Yes	No
1. Is your municipality currently a RMS workers' comp or property/liability pool member?	☐	☐
2. Have you read all the grant guidelines?	☐	☐
3. Are requests for equipment from different municipal departments consolidated into a single application?	☐	☐
4. If a RMS Safety Grant was awarded to your municipality in 2022, has it been spent and the reimbursement received? (See Section I above for information.)	☐	☐
5. Has your municipality committed funds for this purchase?	☐	☐
6. Does the equipment itemization section of the application have clear item descriptions and cost per item information, including professional installation (if appropriate)?	☐	☐
7. Has your municipality addressed any outstanding risk control recommendations? (See Section IV) It is important to check with all municipal departments (and the volunteer fire department if it is covered by RMS). If not, you are ineligible for an award. Contact Risk Control if you are unaware of your status.	☐	☐
8. If any item is not on the list of previously approved items (see Section II above), have you contacted a member of the RMS Risk Control team to discuss the item?	☐	☐
9. Have you obtained a vendor quote for shipping and included the cost in the application excluding taxes ?	☐	☐
10. Have you attached vendor quotes and product descriptions to your application?	☐	☐
11. Is the grant award (reimbursement) request more than \$200?	☐	☐
12. Have you provided appropriate contact information (including email addresses) in case we need to obtain additional information about the application or requested equipment?	☐	☐
13. Has the application been signed by the senior municipal official (e.g. manager/administrator, mayor, or select board member)? For the purpose of this grant, department heads are NOT considered senior municipal officials.	☐	☐
I understand that unused grant awards will immediately expire if my organization leaves the RMS insurance pool.	☐	☐

Above all, feel free to contact us with your questions. We encourage you to discuss your application with your Risk Control Consultant (see appendix) or contact Tom Anderson, Director of Risk Control 704-517-8496 tanderson@ncilm.org

		QTY	Each	Total
License 10 pack	DW_spectrumlsc010	1	846.37	\$ 846.37
20TB	DW-bjna20tr			\$ 1,625.45
Close up camera	DWC-mt94wiat	2	310.86	\$ 621.72
Mounting	DWC-mt9junc2		27	\$ 81.00
Distance camera	DWC-MB45Wi650tw	3	758.81	\$ 2,276.43
Mounting	DWC-BLJUNCW		45.38	\$ 136.14
Mounting				
possible pole installation		1	2000	\$ 2,000.00
CAT 6 and elctrical wire		1		\$ 800.00
Connectors / misc / electrical outlet		1	1000	\$ 1,000.00
4 lenses camera	DWC-pvx16w4	1	1642.69	\$ 1,642.69
Pole mount bracket	DWC-pmb-wl	1	32.4	\$ 32.40
L bracket	PV20WMW	1	193.22	\$ 193.22
POE Switch	TP-LINK TL- SG1005P	2	50	\$ 100.00
Point to point bridge	AIR MAX GIGA BEAM	4	200	\$ 800.00
Mounts for bridge	Bridge Quick Mount	4	20	\$ 80.00
				\$ 12,235.42



City of Mount Holly Action Agenda Item

To: City Council From: Paul Lowe, Assistant Planning Dir.	Date: 10-13-2023 Meeting Date: 10-23-2023
Agenda Item to be considered: Call for a public hearing to amend Section 5.2.5 of the Manual for Downtown Development to update the required height of awnings from ten feet to the standard for such improvements that are laid out in the State building code (Case-TA-23-13).	
Will this require a public hearing? ☒ YES ☐ NO	
Background/Purpose of Request: This proposed text amendment, submitted by staff, would amend Section 5.2.5 of the Manual for Downtown Development to update the required height of awnings from ten feet to the standard for such improvements that are laid out in the State building code. This proposed amendment would bring the City into alignment with State regulations-while lessening the burdens that are placed on the business community. If this call is approved, public hearings will be held by the Planning Commission on November 6 th , and by the City Council on November 13 th .	
Fiscal Impact:	
Will Item affect current budget	☐ YES ☐ NO ☒ N/A
Reviewed by Finance Director	☐ YES ☐ NO ☒ N/A
Preaudit Certification required	☐ YES ☐ NO ☒ N/A
Capital Project Ordinance required	☐ YES ☐ NO ☒ N/A
Budget Transfer required	☐ YES ☐ NO ☒ N/A
Total City Dollars:	\$
Budget Code	
Reviewed by City Attorney	☒ YES ☐ NO ☐ N/A
Manager/Staff Recommendation: Staff recommends that the City Council approve the call for public hearing.	
Attachments: 1. Text Amendment Application. 2. Proposed Redlines.	



APPLICATION FOR TEXT AMENDMENT
CITY OF MOUNT HOLLY, NORTH CAROLINA

Date Filed: **9-29-23**. Application Number: **TA-23-13**

I, the undersigned, do hereby respectfully make a formal application for your review of my request concerning the text amendment described below:

1. The amendment is found in the City of Mount Holly Zoning Ordinance relating to: **amend Section 5.2.5 of the Manual for Downtown Development.**
2. The following statement best describes what you would like the text amendment to reflect: **This proposed text amendment, submitted by staff, would amend Section 5.2.5 of the Manual for Downtown Development to update the required height of awnings from ten to the standard for such improvements that are laid out in the State building code-which is furtherly outlined in the attached redlines.**
3. Name: **Paul Lowe, Assistant Planning Director.**
Address: **400 E Central Avenue Mount Holly, NC 28120.**

704-951-3014

Phone Number

Paul Lowe

Signature of Applicant

INSTRUCTIONS: Applications must be TYPED or LEGIBLE and filed with the City of Mount Holly Planning and Zoning Department, together with the application fee in the amount of **\$250.00** (See Fee Schedule) at least 30 days prior to the Planning Commission meeting for initial consideration.

Proposed Redlines

5.2.5 PORTICOES, BALCONIES, AND AWNINGS

Porticoes, balconies, and awnings can signify the entrance to a building from the public realm. These elements provide a transitional space between public and private zones. They also help create an engaging streetscape with depth, shadow and formal variation.

Porticoes and balconies shall provide a fixed permanent cover or roof. They shall be supported by columns, brackets or other architectural supports.

Porticoes, balconies, and awnings shall provide a clear height beneath that meets the standards for such improvements that are laid out in the State building code of no less than 10 feet.



City of Mount Holly Action Agenda Item

To: City Council

Date: 10-13-2023

From: Paul Lowe, Assistant Planning Dir.

Meeting Date: 10-23-2023

Agenda Item to be considered: Call for a public hearing to amend Note # 12 of Section 7.1 of the Zoning Ordinance to update the setbacks for Churches, synagogues and other associated activities that are located in residential zoning districts-while also specifying the needed setbacks for institutional uses that are provided for in Note # 12 (Case-TA-23-12).

Will this require a public hearing?

☒ YES

☐ NO

Background/Purpose of Request:

Currently Note #12 in Chapter 7-Notes to the Table of Permitted Uses requires that the following uses Churches; Synagogues and Other Associated Activities; Nursing and Convalescent Homes; Congregate Care and Group Care; Psychiatric Hospitals; Orphanages; Schools Public, Private, Specialty and Training; Colleges or Universities; and Funeral Homes-which are located in a residential zoning district provide a fifty (50) feet setback from all property lines.

Staff feels that this requirement is too onerous and makes some properties-simply undevelopable. Staff recommends that this Section be updated to allow churches, synagogues and other associated activities established in residential zoning districts to provide setbacks, that are in staff's opinion, more reasonable-while still providing protection for surrounding property owners. The setbacks that are being proposed are 30 feet for the front setback, and 25 feet for both side and rear setbacks. For a point of comparison, the side and rear setbacks for light and heavy industrial uses that abut residential districts are 25 ft. As industrial uses are obviously more impactful than churches, synagogues and other associated activities, staff feels that these setbacks should be readdressed. The remaining uses listed in Note # 12 will retain the current 50 ft setback requirement.

Functionally, this proposed text amendment, submitted by staff, would amend Note # 12 of Section 7.1 of the Zoning Ordinance to update the setbacks for churches, synagogues and other associated activities that are located in residential zoning districts-while also specifying the needed setbacks for institutional uses that are provided for in Note # 12.

The proposed language also specifies the needed setbacks that should be provided in other zoning districts.

If this call is approved, public hearings will be held by the Planning Commission on November 6th, and by the City Council on November 13th.

Fiscal Impact:

Will Item affect current budget	☐ YES	☐ NO	☒ N/A
Reviewed by Finance Director	☐ YES	☐ NO	☒ N/A
Preaudit Certification required	☐ YES	☐ NO	☒ N/A
Capital Project Ordinance required	☐ YES	☐ NO	☒ N/A
Budget Transfer required	☐ YES	☐ NO	☒ N/A
Total City Dollars:	\$		
Budget Code			
Reviewed by City Attorney	☒ YES	☐ NO	☐ N/A

Manager/Staff Recommendation:

Staff recommends that the City Council approve the call for public hearing.

Attachments:

1. Text Amendment Application.
2. Proposed Redlines.



APPLICATION FOR TEXT AMENDMENT
CITY OF MOUNT HOLLY, NORTH CAROLINA

Date Filed: **9-29-23**. Application Number: **TA-23-12**

I, the undersigned, do hereby respectfully make a formal application for your review of my request concerning the text amendment described below:

1. The amendment is found in the City of Mount Holly Zoning Ordinance relating to: **amend Chapter 7: Special Requirement Notes to the Table of Permitted and Special Uses, Note # 12.**
2. The following statement best describes what you would like the text amendment to reflect: **This proposed text amendment, submitted by staff, would amend Note # 12 of Section 7.1 of the Zoning Ordinance to update the setbacks for Churches, synagogues and other associated activities that are located in residential zoning districts-while also specifying the needed setbacks for institutional uses that are provided for in Note # 12-which is furtherly outlined in the attached redlines.**
3. Name: **Paul Lowe, Assistant Planning Director.**
Address: **400 E Central Avenue Mount Holly, NC 28120.**

704-951-3014

Phone Number

Paul Lowe

Signature of Applicant

INSTRUCTIONS: Applications must be TYPED or LEGIBLE and filed with the City of Mount Holly Planning and Zoning Department, together with the application fee in the amount of **\$250.00** (See Fee Schedule) at least 30 days prior to the Planning Commission meeting for initial consideration.

Proposed Redlines

Chapter 7: Special Requirement Notes to the Table of Permitted and Special Uses

Note 12, Churches; Synagogues and Other Associated Activities; Nursing and Convalescent Homes; Congregate Care and Group Care; Psychiatric Hospitals; Orphanages; Schools Public, Private, Specialty and Training; Colleges or Universities; and Funeral Homes.

- (A) In any residential district:
- (1) A minimum of one acre shall be required to establish any one of the above uses;
 - (2) All structures including secondary and accessory structures for ~~Churches, synagogues and other associated activities~~ Nursing and Convalescent Homes; Congregate Care and Group Care; Psychiatric Hospitals; Orphanages; Schools Public, Private, Specialty and Training; Colleges or Universities; and Funeral Homes shall be located a minimum of 50 feet from any street line ~~and or~~ property line.
 - (3) Churches, synagogues and other associated activities must provide the following setbacks-30 ft. front-setback, and 25 ft. for both side & rear-setbacks;
 - (34) Any use listed above located in a residential district on a site greater than three acres shall have frontage on a collector or thoroughfare street; and
 - (4-5) Existing uses as described above which do not meet the one-acre minimum requirement of division (A)(1) above at the time of the adoption of that provision may expand or be reconstructed; provided, such expansion or reconstruction meets the minimal dimensional requirements of the district in which located.
- (B) (1) Churches; synagogues and other associated activities; nursing and convalescent homes; congregate care and group care; psychiatric hospitals; orphanages; schools public, private, specialty and training; colleges or universities; and funeral homes are prohibited as a permitted use in any existing building in the B-1, Central Business District. However, these aforementioned uses are a permitted use by right on any parcel of land within the B-1, Central Business District, in which they are currently established at the adoption of this ordinance.
- (2) Churches; synagogues and other associated activities; nursing and convalescent homes; congregate care and group care; psychiatric hospitals; orphanages; schools public, private, specialty and training; colleges or universities; and funeral homes at the time of the adoption of this ordinance may construct or expand new facilities within the parcel the use currently resides on under § 15.2 and the design guidelines found in § 5.22 of the Zoning Ordinance. However, none of these aforementioned uses may demolish an existing building or purchase additional property for the purpose of constructing or expanding a new facility if the building and/or property are zoned B-1.
- (B) In all other zoning districts, the uses that are specified in this note must meet the underlining setbacks laid out in Chapter 5.



City of Mount Holly Action Agenda Item

To: City Council	Date: 10-13-2023
From: Paul Lowe, Assistant Planning Dir.	Meeting Date: 10-23-2023

Agenda Item to be considered: Call for a public hearing to consider rezoning the following parcels (Parcel #s 123804, 123794, 123793, 123790, 123789, 123785 & 123784) from Residential Downtown (RD) to Central Business (B-1)-rezoning case R-23-5.

Will this require a public hearing? ☒ YES ☐ NO

Background/Purpose of Request:

This rezoning request will rezone 3.74 acres located along E Catawba Avenue from Residential Downtown (RD) to Central Business (B-1). Parcel #s 123793, 123790, 123789, 123785 & 123784 are owned by the City of Mount Holly. Parcel #s 123804 & 123794 owned by the First Presbyterian Church of Mount Holly. These properties are located in the area of the proposed extension of Veterans' Park.

If this call is approved, public hearings will be held by the Planning Commission on November 6th, and by the City Council on November 13th.

Fiscal Impact:			
Will Item affect current budget	☐ YES	☐ NO	☒ N/A
Reviewed by Finance Director	☐ YES	☐ NO	☒ N/A
Preaudit Certification required	☐ YES	☐ NO	☒ N/A
Capital Project Ordinance required	☐ YES	☐ NO	☒ N/A
Budget Transfer required	☐ YES	☐ NO	☒ N/A
Total City Dollars:	\$		
Budget Code			
Reviewed by City Attorney	☒ YES	☐ NO	☐ N/A

Manager/Staff Recommendation:
Staff recommends that the City Council approve the call for public hearing.

Attachments:
1. Rezoning Application.



MOUNT HOLLY
PLANNING AND DEVELOPMENT

Planning Commission
Rezoning Application

Date Submitted: 10/13/23

Fee: 2-Acre or less \$300.00
2-10 Acres \$400.00
10+ Acres \$600.00

Case Number # R-23-5

Provide the required information as indicated below. Pursuant to the Zoning Ordinance, this application will not be processed until application fees are paid; the form below is completed & signed; & all required maps, plans & documents have been submitted to the satisfaction of the Administrator. A pre application meeting with Planning staff is required. Scheduling for the Planning Commission agenda will be based on the determination of a complete application submittal.

Pursuant to Section 14.2 B-2 of the Zoning Ordinance, the undersigned hereby requests Mount Holly to rezone the property described below from the Residential Downtown (RD) zoning district to the Central Business District (B-1) zoning district.

Said property is located along E Catawba Avenue from 127 to 207 E Catawba Ave Riverbend Township; Being a total of: 3.74 acres. Further referenced by the Gaston County Tax Department as:

Tax Parcel # 1 2 3 7 9 9

Tax Parcel # 1 2 3 7 8 5

Tax Parcel # 1 2 3 7 9 0

Tax Parcel # 1 2 3 7 8 4

Tax Parcel # 1 2 3 7 8 9

Tax Parcel # 1 2 3 8 0 4

Check One:

- ☐ The property requested for rezoning is an entire parcel or parcels as shown on the Gaston County Tax Map.
☐ The property requested for rezoning is a portion of a parcel or parcels as shown on the Gaston County Tax Map; a written legal description of the property and/or a map are attached.

Check One:

- ☒ The applicant is the property owner(s) Parcel #s = 123799, 123790, 123789, 123785, and 123784
☐ The applicant is an agent representing the property owner(s); the letter of property owner permission is attached.
☐ The applicant has an option to purchase or lease the property; a copy of the offer to purchase or lease to be submitted if the owner's signature is not provided (financial figures may be deleted). Parcel #s 123804, 123794
☒ The applicant has no connection to the property owner and is requesting a third-party rezoning.

I hereby agree to conform to all applicable laws of the City of Mount Holly and the State of North Carolina and certify that the information provided is complete and accurate to the best of my knowledge. I acknowledge that by filing this application, representatives from Mount Holly Planning and Development may enter the subject property for the purpose of investigation and analysis of this request.

YOU OR SOMEONE REPRESENTING YOU MUST BE PRESENT AT THE PUBLIC HEARING

Submitted by

Brian DuPont

Property Owner Signature

Brian DuPont

Name

400 C Central Ave

Mailing Address

Mt. Holly, NC 28120

City, State and Zip Code

904-956-3014

Phone Number

brian.dupont@mt-holly.nc

Email Address

Representative/Applicant Signature (if applicable)

Name

Mailing Address

City, State and Zip Code

Phone Number

Email Address



City of Mount Holly Action Agenda Item

To: City Council

Date: 10-13-2023

From: Paul Lowe, Assistant Planning Dir.

Meeting Date: 10-23-2023

Agenda Item to be considered: Call for a public hearing to rezoning the following parcels (Parcel #s 124095, 307978, & 307979) from R-8-SF & R-8-MF to Office and Institutional (O-I)-rezoning case # R-23-4

Will this require a public hearing? ☒ YES ☐ NO

Background/Purpose of Request:

This rezoning request will rezone 1.06 acres located at the intersection W Catawba Avenue & Scott Street from R-8-SF & R-8-MF to Office and Institutional (O-I). Parcel #s 124095, 307978, & 307979 are included in the request.

If this call is approved, public hearings will be held by the Planning Commission on November 6th, and by the City Council on November 13th.

Fiscal Impact:

Will Item affect current budget	☐ YES	☐ NO	☒ N/A
Reviewed by Finance Director	☐ YES	☐ NO	☒ N/A
Preaudit Certification required	☐ YES	☐ NO	☒ N/A
Capital Project Ordinance required	☐ YES	☐ NO	☒ N/A
Budget Transfer required	☐ YES	☐ NO	☒ N/A

Total City Dollars: \$

Budget Code

Reviewed by City Attorney ☐ YES ☒ NO ☐ N/A

Manager/Staff Recommendation:

Staff recommends that the City Council approve the call for public hearing.

Attachments:

1. Rezoning Application.



**MOUNT HOLLY
PLANNING AND DEVELOPMENT**

**Planning Commission
Rezoning Application**

Date Submitted: 10/10/2023

Fee: 2-Acres or less \$300.00 X
2-10 Acres \$400.00 _____
10 + Acres \$600.00 _____

Case Number 11-23-4

Provide the required information as indicated below. Pursuant to the Zoning Ordinance, this application will not be processed until application fees are paid; the form below is completed & signed; & all required maps, plans & documents have been submitted to the satisfaction of the Administrator. A pre application meeting with Planning staff is required. Scheduling for the Planning Commission agenda will be based on the determination of a complete application submittal.

Pursuant to Section 14.2 B-2 of the Zoning Ordinance, the undersigned hereby requests Mount Holly to rezone the property described below from the R-8SF and R-8MF zoning district to the O&I zoning district.

Said property is located 318 W Catawba Ave and 310 W Catawba Ave

in Mount Holly, Auerhord Township; Being a total of: 1.06 acres.

Further referenced by the Gaston County Tax Department as:

Tax Parcel # 124095 _____

Tax Parcel # _____

Tax Parcel # 307978 _____

Tax Parcel # _____

Tax Parcel # 307979 _____

Tax Parcel # _____

Check One:

- ☒ The property requested for rezoning is an entire parcel or parcels as shown on the Gaston County Tax Map.
☐ The property requested for rezoning is a portion of a parcel or parcels as shown on the Gaston County Tax Map; a written legal description of the property and/or a map are attached.

Check One:

- ☒ The applicant is the property owner(s) Ben owns 307978 & 307979
☐ The applicant is an agent representing the property owner(s); the letter of property owner permission is attached.
☒ The applicant has an option to purchase or lease the property; a copy of the offer to purchase or lease to be submitted if the owner's signature is not provided (financial figures may be deleted). Katherine is purchasing 124095
☐ The applicant has no connection to the property owner and is requesting a third-party rezoning.

I hereby agree to conform to all applicable laws of the City of Mount Holly and the State of North Carolina and certify that the information provided is complete and accurate to the best of my knowledge. I acknowledge that by filing this application, representatives from Mount Holly Planning and Development may enter the subject property for the purpose of investigation and analysis of this request.

YOU OR SOMEONE REPRESENTING YOU MUST BE PRESENT AT THE PUBLIC HEARING

Submitted by

Ben Robinson
Property Owner Signature

Ben Robinson / Catawba Apartments
Name

230 N Dotger Ave
Mailing Address

Charlotte, NC 28207
City, State and Zip Code

321-693-1880 ben.robinson.abr@gmail.com
Phone Number Email Address

Katherine Patrick
Representative/Applicant Signature (if applicable)

Katherine Patrick
Name

224 N Lee St
Mailing Address

Mount Holly, NC 28120
City, State and Zip Code

863-344-1440 Kep16b@my.fsu.edu
Phone Number Email Address

OFFER TO PURCHASE AND CONTRACT

[Consult "Guidelines" (Form 2G) for guidance in completing this form]

For valuable consideration, the receipt and legal sufficiency of which are hereby acknowledged, Buyer offers to purchase and Seller upon acceptance agrees to sell and convey the Property on the terms and conditions of this Offer To Purchase and Contract and any addendum or modification made in accordance with its terms (together the "Contract").

1. **TERMS AND DEFINITIONS:** The terms listed below shall have the respective meaning given them as set forth adjacent to each term.

(a) **"Seller":** Zarek T. Melton and Jennifer Melton

(b) **"Buyer":** KP Property Solutions, LLC/Katherine Patrick

(c) **"Property":** The Property shall include all that real estate described below together with all appurtenances thereto including the improvements located thereon and the fixtures and personal property listed in Paragraphs 2 and 3 below.

The Property ☐ will ☒ will not include a manufactured (mobile) home(s).

The Property ☐ will ☒ will not include an off-site and/or separate septic lot, boat slip, garage, parking space, or storage unit.

NOTE: If a manufactured home(s) or a septic lot, boat slip, garage, parking space, or storage unit is included, Buyer and Seller are strongly encouraged to include further details in the Additional Provisions Addendum (Form 2A11-T) and attach it to this offer.

Street Address: 318 W Catawba Avenue

City: Mount Holly Zip: 28120

County: Gaston, North Carolina

NOTE: Governmental authority over taxes, zoning, school districts, utilities and mail delivery may differ from address shown.

Legal Description: (Complete ALL applicable)

Plat Reference: Lot/Unit _____, Block/Section _____, Subdivision/Condominium _____

as shown on Plat Book/Slide _____ at Page(s) _____

The PIN/PID or other identification number of the Property is: 124095

Other description: _____

Some or all of the Property may be described in Deed Book 4266-1685 at Page _____

d) **"Purchase Price":**

\$ _____ paid in U.S. Dollars upon the following terms:
 \$ _____ BY DUE DILIGENCE FEE made payable and delivered to Seller on the Effective Date by ☐ cash ☒ personal check ☐ official bank check ☐ wire transfer
 \$ _____ ☐ electronic transfer (specify payment service: _____)
 \$ _____ BY INITIAL EARNEST MONEY DEPOSIT made payable and delivered to Escrow Agent named in Paragraph 1(f) within five (5) days of the Effective Date of this Contract by ☐ cash ☒ personal check ☐ official bank check ☐ wire transfer ☐ electronic transfer.
 \$ _____ BY (ADDITIONAL) EARNEST MONEY DEPOSIT made payable and delivered to Escrow Agent named in Paragraph 1(f) no later than 5 p.m. on _____, **TIME BEING OF THE ESSENCE** by ☐ cash ☐ official bank check ☐ wire transfer ☐ electronic transfer
 \$ _____ BY ASSUMPTION of the unpaid principal balance and all obligations of Seller on the existing loan(s) secured by a deed of trust on the Property in accordance with the attached Loan Assumption Addendum (Standard Form 2A6-T).
 \$ _____ BY SELLER FINANCING in accordance with the attached Seller Financing Addendum (Standard Form 2A5-T).
 \$ _____ BY BUILDING DEPOSIT in accordance with the attached New Construction Addendum (Standard Form 2A3-T).
 \$ _____ BALANCE of the Purchase Price in cash at Settlement (some or all of which may be paid with the proceeds of a new loan).



This form jointly approved by:
 North Carolina Bar Association's Real Property Section
 North Carolina Association of REALTORS®
 Buyer's initials _____ Seller's initials _____



STANDARD FORM 2-T
 Revised 7/2023
 © 7/2023

Misc Receipt

Operator Code	Today's Date	Time
EB	10/10/2023	03:02:00 PM

10-00-3340-100	Payment:	300.00
ZONING PERMITS & CITATIONS		
REZONING APPLICATION		

Check Amount: 300.00

Paid By: Katherine Patrick
Check No 1054 For \$300.00

CITY OF MOUNT HOLLY
MOUNT HOLLY CITY COUNCIL MEETING
MONDAY, October 9, 2023
COUNCIL CHAMBERS
7:00 PM

CALL TO ORDER

Mayor Hough called the meeting to order at 7:00 pm. The following were present:

Mayor Bryan Hough	Danny Jackson, Interim City Manager
Mayor Pro Tem Phyllis Harris	Brian DuPont, Assistant City Manager
Councilman Ivory Craig	Brian Reagan, Police Chief
Councilman Jeff Meadows	Ryan Baker, Fire Chief
Councilman David Moore	Greg Beal, Planning Director
Councilwoman Christina Pawlish	Tony Walker, Streets and Solid Waste Director
Councilwoman Lauren Shoemaker	Jonathan Wilson, Director of Utilities
Marie M. Anders, City Attorney	Mark Jusko, Recreation Supervisor
Tara Douglas, Interim City Clerk	Michelle Wood, Finance Director

INVOCATION

Pastor Randy Arrowood from First Free Will Baptist Church led the Council, staff and attendees in prayer.

PLEDGE OF ALLEGIANCE

Boy Scout Troop 59 led the Council, staff and attendees in the pledge of allegiance.

SET THE AGENDA

With no changes to the agenda, Mayor Hough entertained a motion to approve the agenda as presented. Councilman Moore made a motion to approve the agenda as presented.

Councilwoman Pawlish seconded the motion. All Council members present voted in favor. (Motion Carried)

CONSENT AGENDA

1. Approval of a Budget Amendment to allocate funds from Enterprise Net Position to Field Services-Maintenance/Repair Water Sewer Lines.
2. Approval of a Resolution to Request Maintenance on a portion of North Main Street.
3. Approval of a Proclamation recognizing October as Breast Cancer Awareness Month
4. Approval of Minutes from the September 25, 2023 Council Meeting
5. Approval of Minutes from the September 25, 2023 Closed Session

CITY OF MOUNT HOLLY
MOUNT HOLLY CITY COUNCIL MEETING
MONDAY, October 9, 2023
COUNCIL CHAMBERS
7:00 PM

Mayor Hough entertained a motion to approve the consent agenda as presented. Mayor Pro Tem Harris made a motion to approve the consent agenda. Councilwoman Shoemaker seconded the motion. All Council members present voted in favor. (Motion Carried)

NEW BUSINESS

1. Presentation of a Proclamation for the Mount Holly Police Department inaugural Faith & Blue Weekend. *Mayor Bryan Hough*

Mayor Hough read the Proclamation for the Mount Holly Police Department inaugural Faith & Blue Weekend. Mayor Hough called on Police Chief Reagan to speak. Chief Reagan stated Faith & Blue is an event where Law Enforcement and local faith-based organizations come together to strengthen our community through a series of events that will be held throughout the weekend of October 7, 2023 through Monday, October 9, 2023.

2. Presentation of a donation to the Mount Holly Police Foundation from Mount Holly High School Class of 1972 *Scott Pope, MHHS Treasurer*

Mayor Pro Tem Harris spoke about her class from Mount Holly High School class of 1972. Mayor Pro Tem Harris stated that this class is special and that it was the last class of MHHS. Mr. Pope stated that Randy Pendleton was one of their own who was killed in the line of duty. Mr. Pope stated that in honor of Randy Pendleton and on behalf of the Mount Holly High School Class of 1972 they are donating \$1000.00 to the Mount Holly Police Foundation.

Mayor Hough called a 5-minute break.

PUBLIC HEARING

1. Public hearing to amend Sections 6.4 & 7.1 of the Zoning Ordinance to allow tattoo studios as a permitted use with conditions in the B-1 District. *Brandon Livingston*

Mr. Livingston presented a proposed text amendment that was submitted by Billy Rick. Mr. Livingston stated that this text amendment would amend Chapter 6; Table of Permitted and Special Uses-Section 6.4 – Business, professional and Personal Services to permit tattoo studios as a permitted use with conditions in the B-1-Central Business District and modify the conditions that pertain to the use, Note 33, which are found in Chapter 7: Special Requirement Notes to the Table of Permitted and Special Uses. Mr. Livingston stated that there is an email from Police Chief Reagan in the agenda packets stating that there had been no issues or concerns with loitering. Mr. Livingston stated that the applicant is in attendance for any questions. Mr. Livingston stated that the Planning

CITY OF MOUNT HOLLY
MOUNT HOLLY CITY COUNCIL MEETING
MONDAY, October 9, 2023
COUNCIL CHAMBERS
7:00 PM

commission voted to provide a favorable recommendation to City Council concerning the proposed text amendment during their October 2, 2023 meeting. Mr. Livingston stated that staff recommend the approval of the proposed text amendment.

Mayor Hough entertained a motion to go out of the regular meeting and into the public hearing. Councilwoman Shoemaker made the motion to go out of the regular meeting and into the public hearing. Councilwoman Pawlish seconded the motion. All Council members present voted in favor. (Motion Carried)

With no one signed up to speak at the public hearing, Mayor Hough entertained a motion to come out of the public hearing and back into the regular meeting. Mayor Pro Tem Harris made a motion to come out of the public hearing and return to the regular meeting. Councilwoman Shoemaker seconded the motion. All Council members present voted in favor. (Motion Carried)

With no questions for Mr. Livingston or the applicant, Mayor Hough entertained a motion to approve the amendment to Sections 6.4 & 7.1 of the Zoning Ordinance to allow tattoo studios as a permitted use with conditions in the B-1 District. Councilman Meadows made a motion to approve the amendment to Sections 6.4 & 7.1 of the Zoning Ordinance to allow tattoo studios as a permitted use with conditions in the B-1 District. Councilwoman Shoemaker seconded the motion. All Council members present voted in favor. (Motion Carried)

PUBLIC COMMENT

Mayor Hough stated that there was no one signed up to speak.

NEW BUSINESS

1. Consideration and approval to award a contract for Downtown Water Improvements Phase 1 (8-inch Water Line Under Railroad) to the lowest bidder, RNF Construction, LLC

Jonathan Wilson

Mr. Wilson stated that the City received bids on September 12, 2023 for this project. Mr. Wilson stated that the lowest bid was from RNF Construction, LLC and was in the amount of \$654,710.00. Mr. Wilson stated that RNF Construction, LLC provided vetted references. Mr. Wilson stated that staff recommends the approval to award a contract for Downtown Water Improvements Phase 1 to the lowest bidder, RNF Construction, LLC.

With no questions from Council, Mayor Hough entertained a motion for approval of a contract for Downtown Water Improvements Phase 1 (8-inch Water Line Under Railroad) to the lowest bidder,

CITY OF MOUNT HOLLY
MOUNT HOLLY CITY COUNCIL MEETING
MONDAY, October 9, 2023
COUNCIL CHAMBERS
7:00 PM

RNF Construction, LLC. Councilwoman Shoemaker made a motion for approval of a contract for Downtown Water Improvements Phase 1 (8-inch Water Line Under Railroad) to the lowest bidder, RNF Construction, LLC. Councilman Meadows seconded the motion. All Council members present voted in favor. (Motion Carried)

CLOSED SESSION

1. Closed Session Pursuant to N.C.G.S 143-318.11 (a) (3 and 5)
Mayor Hough entertained a motion to go out of the regular meeting and enter into closed session pursuant to N.C.G.S 143-318.11 (a) (3 and 5). Councilwoman Pawlish made a motion to go out of the regular meeting and enter into closed session at 7:18 pm. Councilman Craig seconded the motion. All Council members present voted in favor. (Motion Carried)

Mayor Hough entertained a motion to come out of closed session and back into the regular meeting. Councilwoman Shoemaker made a motion to come out of closed session and back into the regular meeting at 7:45 pm. Councilman Moore seconded the motion. All Council members present voted in favor. (Motion Carried)

ADJOURN

With no additional items for discussion, Mayor Hough entertained a motion to adjourn. Councilwoman Pawlish made a motion to adjourn the October 9, 2023 Council Meeting. Councilman Craig seconded the motion. All Council Members present voted in favor.

(Motion Carried)

The meeting adjourned 7:45 pm.

[illegible]

NEW BUSINESS



City of Mount Holly Action Agenda Item

To: City Council
From: Paul Lowe, Assistant Planning Dir.

Date: 10-16-2023
Meeting Date: 10-23-2023

Agenda Item to be considered: Review and consider approval of the proposed art and locations associated with the TDA's bee art project.

Will this require a public hearing? ☐ YES ☒ NO

Background/Purpose of Request: Staff has been working with the Mount Holly TDA and the Public Arts Advisory Commission (PAAC) on a bee themed art project. The TDA is sponsoring the initiative which will see twenty-four bee art themed mini art pieces, ranging in size from 1' by 1', to 3' by 3'-depending on the logistics of each site, installed between Tuck Park and City Hall. The project will feature four artists who provide works in murals, mosaics, and reliefs which, when complete, will operate as an arts trail and scavenger hunt. The proposed locations suggested will site art along Central and Catawba Avenues around City Hall, along the greenway, and in various locations in Tuck Park. The planned art will be installed on sidewalks, storm drains, on the retaining wall in front of City Hall, on the dumpster enclosure at City Hall, on the old Massey Building, on the greenway, and on various park buildings that are located in Tuck Park. The locations and themes for each artistic medium was approved by PAAC at their meeting held August 23rd. Staff also reached out to Streets and Solid Waste, Stormwater, Parks and Recreation, and the NCDOT to vet the possible locations. Staff is thankful to the TDA for their support of this project & hopes to work with the organization on future art initiatives. It is the hope of both the PAAC and staff that we can build on this first phase of the bee art project, and work to implement additional phases of this venture in the future.

Fiscal Impact:

Will Item affect current budget	☐ YES	☒ NO	☐ N/A
Reviewed by Finance Director	☐ YES	☒ NO	☐ N/A
Preaudit Certification required	☐ YES	☐ NO	☒ N/A
Capital Project Ordinance required	☐ YES	☐ NO	☒ N/A
Budget Transfer required	☐ YES	☐ NO	☒ N/A

Total City Dollars:

Budget Code

Reviewed by City Attorney	☐ YES	☒ NO	☐ N/A
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Manager/Staff Recommendation:

Approve the locations and the proposed art themes associated with the bee art project.

Attachments:

1. Bee Art Project Overview.
2. Proposed Bee Art Locations.

Presented By
Emily Andress

— www.awakengallery.com



BEE SCAVENGER HUNT

OVERVIEW

The premise is to have several artists working in different mediums to create 'bee art'. These pieces will be placed around Historic Mount Holly for visitors to find and then post on social media.

www.awakengallery.com

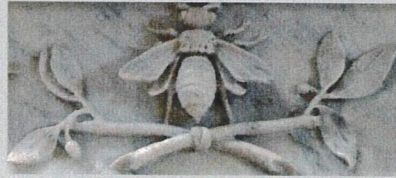
EMILY ANDRESS



Artist: Oil Paint and Sculpture

Bas Relief Bees

Emily Andress is an artist and owner of Awaken Gallery in Mount Holly. Andress will make 12" x 12" bas relief bees to place in approved locations throughout town. Once ready, each piece will be molded and finished in hydrocal or similar product to offer weather resistance as well as a plaster look.



*examples



Examples of sketches in their place

TERESA RENCH

Teresa Rench is a skilled mosaic artist from Mount Holly. Her task would be to create bee mosaics to be placed in designated spots approved by the city of Mount Holly and the PAAC



Mosaic Artist

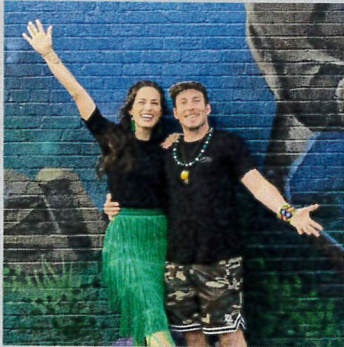


Work In Progress
Example



Mosaic example in place

SYDNEY DUARTE AND TREAZY TREAZ



Bee mural example by
Sydney and Treazy

Muralists

We would bring in Sydney and Treazy to work with area students to do small "mini-murals" throughout town of bees. Their task will be to work with these students on how to create murals to give them an opportunity to someday create professional large scale murals for themselves.



Sidewalk Bee Mural Example

PRICING

Emily Andress:

8 Individually Designed Bas Relief Sculptures:

Includes creation, mold, pour, and install

\$1,050 per bas relief sculpture

Total \$8,400

Can be completed in 4 months from signing of contract

Teresa Rensch:

8 Individually Designed Mosaics

Includes creation and install

\$350 per mosaic

Total \$2800

Can be completed in 4 months from signing of contract

Sydney and Treazy

8 Sidewalk Mini Murals

\$150 per mini mural

Total \$1200

Can be completed within 1 week of signing of contract

Total Cost for 24 Pieces of Art: \$12,400



Mural Mosaic Bee Relief

























































































































































































































































































































































City of Mount Holly Action Agenda Item

To: City Council

Date: October 18, 2023

From: Greg Beal, Planning Director

Meeting Date: October 23, 2023

Agenda Item to be considered: Consideration of Request for Proposal Process for Veterans Park Expansion with Downtown Development.

Will this require a public hearing? ☐ YES ☒ NO

Background/Purpose of Request: This is essentially the first step forward as it relates to drafting the Request for Proposals (RFP) for the Veterans Park Expansion Project. It will be necessary to gain feedback and direction from Council on a few remaining items. Staff is recommending that NCGS 160D-1312 be followed, as this gives more flexibility for community development projects, which may include residential, commercial, industrial, public parks and recreation. City Attorney Marie Anders has provided sound input on the legalities of this statute as it relates to acquisition and sale of city-owned property for redevelopment purposes. Previously, the City utilized § 158-7.1 (d) Local development. Economic Development Projects, in 2017 for 725 Elm Street with really no interest and no formal submittals. It was the consensus that the market was not ready for a redevelopment project at that time, and also, the City was asking for a lot in the RFP in terms of costs to a developer. However, the 2021 RFP for 725 Elm Street, in which OMB was chosen as the best proposal, has similar characteristics of § 160D-1312, except it limited the redevelopment of 725 Elm Street to commercial economic development uses only.

The first question will be posed that a final project area must be defined in order to proceed with the formal RFP process, as developers are less-likely to participate in the process if uncertainty exists. A final appraisal must be completed for the entire final project area, to which the RFP will apply.

Secondly, Council must determine if there is an opportunity for a public-private partnership, which is defined under § 143-128.1C. Public-private partnership construction contracts. For example, several other towns have required the developer to finance/fund at least 50% of a public infrastructure project in order for the community and developer to gain shared benefit. A common example of this would be parking, whether it be structured parking [parking deck], surface parking and/or on-street parking. There also have been public-private partnerships to develop greenways and recreation components that would benefit both the community and the developer.

Finally, once these questions are answered, a proposed submittal process, included in the attached presentation, as well as a list of applicant/developer qualifications, must be agreed upon. Staff will also touch base on potential funding options.

The proposed project schedule can deliver an award to the RFP within 6 months from its release, based on similar schedules, as investigated by staff.

Fiscal Impact:

Will Item affect current budget	☐ YES	☒ NO	☐ N/A
Reviewed by Finance Director	☐ YES	☐ NO	☒ N/A
Preaudit Certification required	☐ YES	☐ NO	☒ N/A
Capital Project Ordinance required	☐ YES	☐ NO	☒ N/A
Budget Transfer required	☐ YES	☐ NO	☒ N/A
Total City Dollars:	\$		
Budget Code			
Reviewed by City Attorney	☒ YES	☐ NO	☐ N/A

Manager/Staff Recommendation: Staff is presenting this process for informational purposes, as well as asking for feedback and direction on the aforementioned questions, outlined in the background documentation above.

Result of City Council Decision:

Attachments: NCGS 160D-1312

Veterans Park Expansion RFP Process Presentation

Veterans Park RFP Process

City Council Presentation
October 23, 2023



The NCGS and Redevelopment Projects



- § 158-7.1 (d) Local development. Economic Development Projects
- This statute was followed through the Request for Proposal (RFP) Process for 725 Elm Street Redevelopment Project
- Committee was formed to review three, qualified [non-residential] proposals
- Committee ranked OMB as the best proposal through a ranking system
- Public hearing held to award economic development project to OMB
- Development Agreement with certain benchmarks was approved by the City and OMB

§ 160D-1312 & How It Differs

NCGS 160D-1312 authorizes the *Acquisition and Deposition of Property for Redevelopment* in that *Any local government is authorized, either as a part of a community development program or independently thereof, and without the necessity of compliance with the Urban Redevelopment Law, to exercise the following powers:*

- To acquire, by voluntary purchase from the owner or owners, real property that meets any of the following criteria:
- 1(c) Housing Construction or **Economic Development of the Community**
- 1(d) Appropriate for the preservation or restoration of historic sites, **the beautification of urban land**, the conservation of open space, natural resources, and scenic areas, **the provision of recreational opportunities**, or the **guidance of urban development**.



In Doing So Under § 160D-1312....

Any local government is authorized....

- (4) To sell, exchange, or otherwise transfer real property or any interest therein in a **community development project area to any redeveloper at private sale for residential, recreational, commercial, industrial, or other uses or for public use in accordance with the community development plan, subject to such covenants, conditions, and restrictions as may be deemed to be in the public interest** or to carry out the purposes of this Article, **provided that the sale, exchange, or other transfer, and any agreement relating thereto**, may be made only after **approval of the governing board and after a legislative hearing**.
 - § 160D-1312 simply allows for a variety of uses, when compared to the restrictive wording of *commercial & industrial* projects under § 158-7.1 (d)
 - Process is very similar in that both require public hearings for approval
 - The Veterans Park Expansion Project would be served well by following § 160D-1312

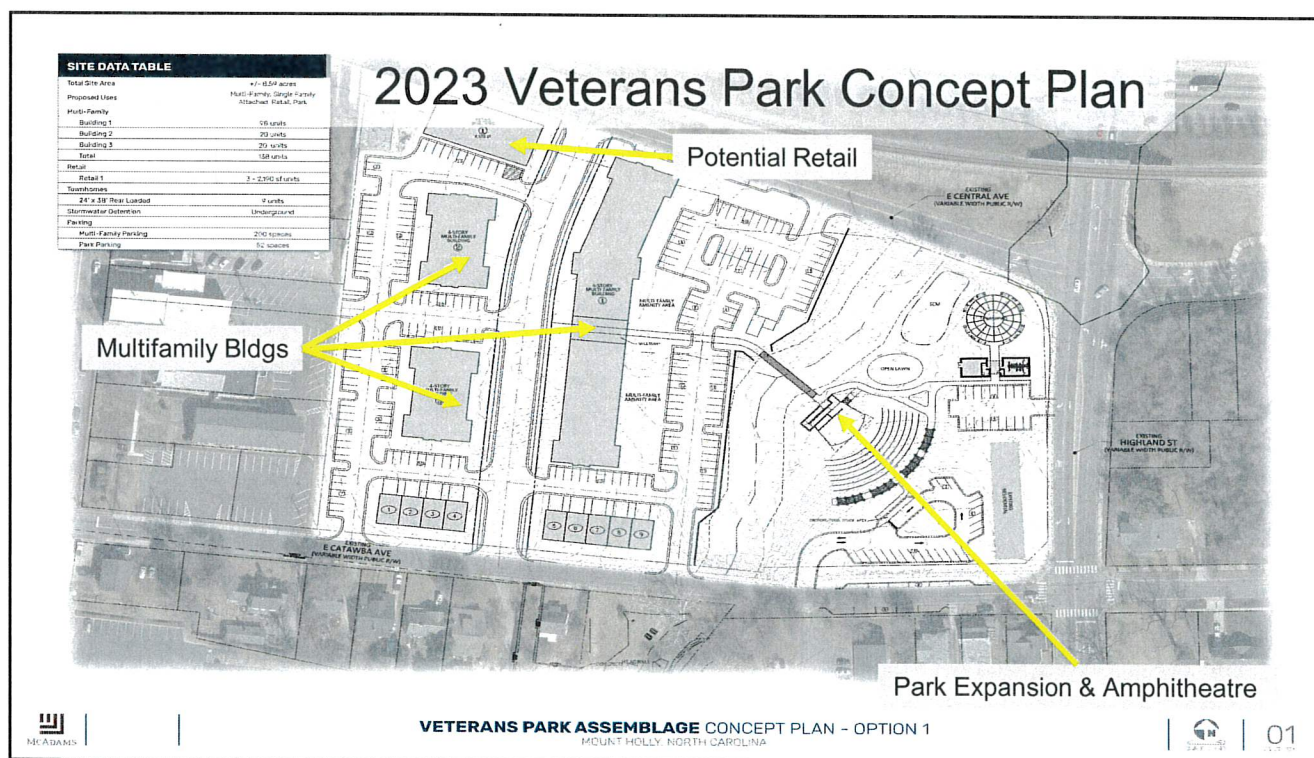


Veterans Park Expansion Project History

- The 2005 Downtown Development Manual recommended rezonings of this area, which took place in April 2009.
- The 2008 Strategic Vision Plan recognized the need for the expansion of the downtown business district and creation of a greenway through the site, connecting Central and Catawba Avenues as well as the Linear Park.
- Linear Park Improvements, totaling \$1.3 million were completed in 2012; Phase 1 Municipal Complex Side; Phase 2 Central & Catawba Avenues
- Strategic Vision Plan Update focused on Veterans Park Expansion
- Kimley-Horn completed Downtown Feasibility Study on February 11, 2019
- McAdams hired to develop plans and costs for Bond Referendum in 2021
- McAdams retained to work on development plan options presented at Council Retreat on March 3, 2023



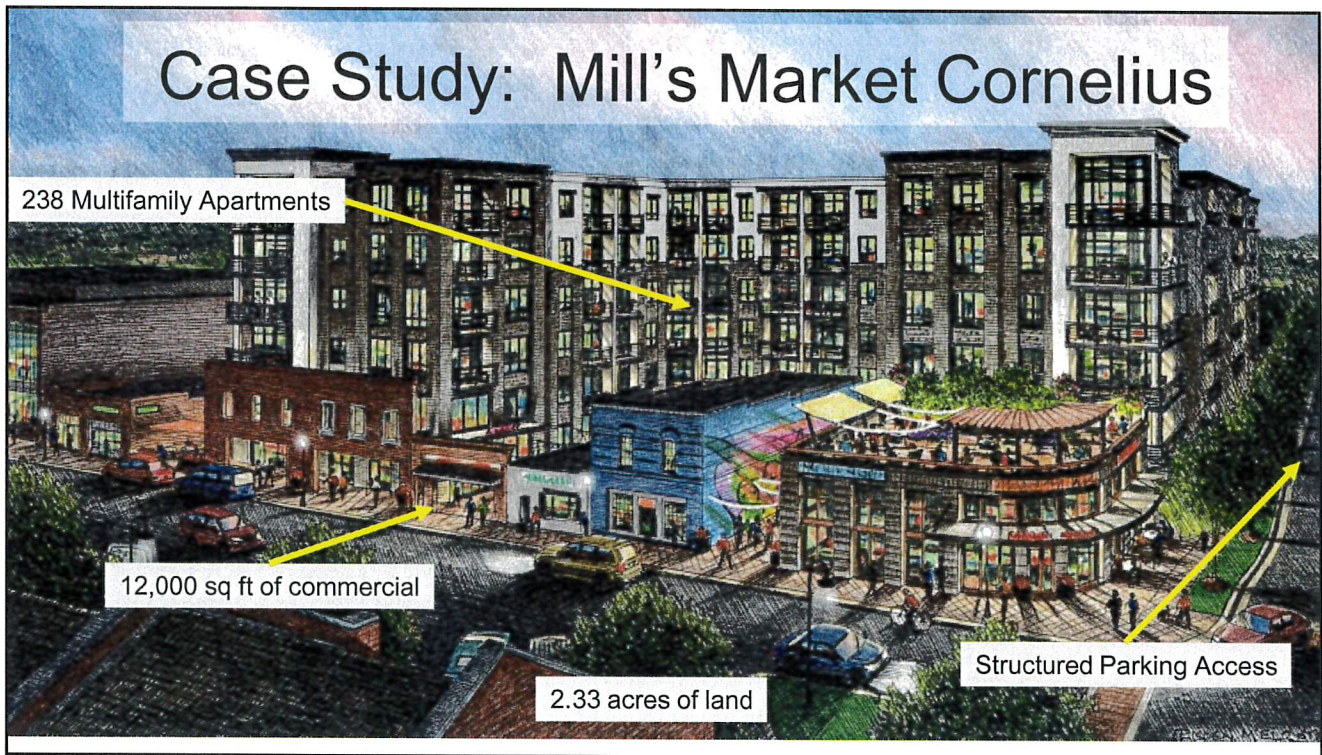




Public Private Partnerships

- How could a public private partnership work for Veterans Park Expansion?
 - Defined under § 143-128.1C. Public-private partnership construction contracts.
 - Public-private project. – A capital improvement project undertaken for the benefit of a governmental entity and a private developer pursuant to a development contract that includes **construction of a public facility or other improvements**, including paving, grading, utilities, infrastructure, reconstruction, or repair, and **may include both public and private facilities**.
 - Development contract. – Any contract between a governmental entity and a private developer under this section and, as part of the contract, the **private developer** is required to provide **at least fifty percent (50%) of the financing** for the total cost necessary to deliver the capital improvement project, whether through lease or ownership...
 - Possible scenarios could include public private parking deck or surface parking and/or actual park improvements

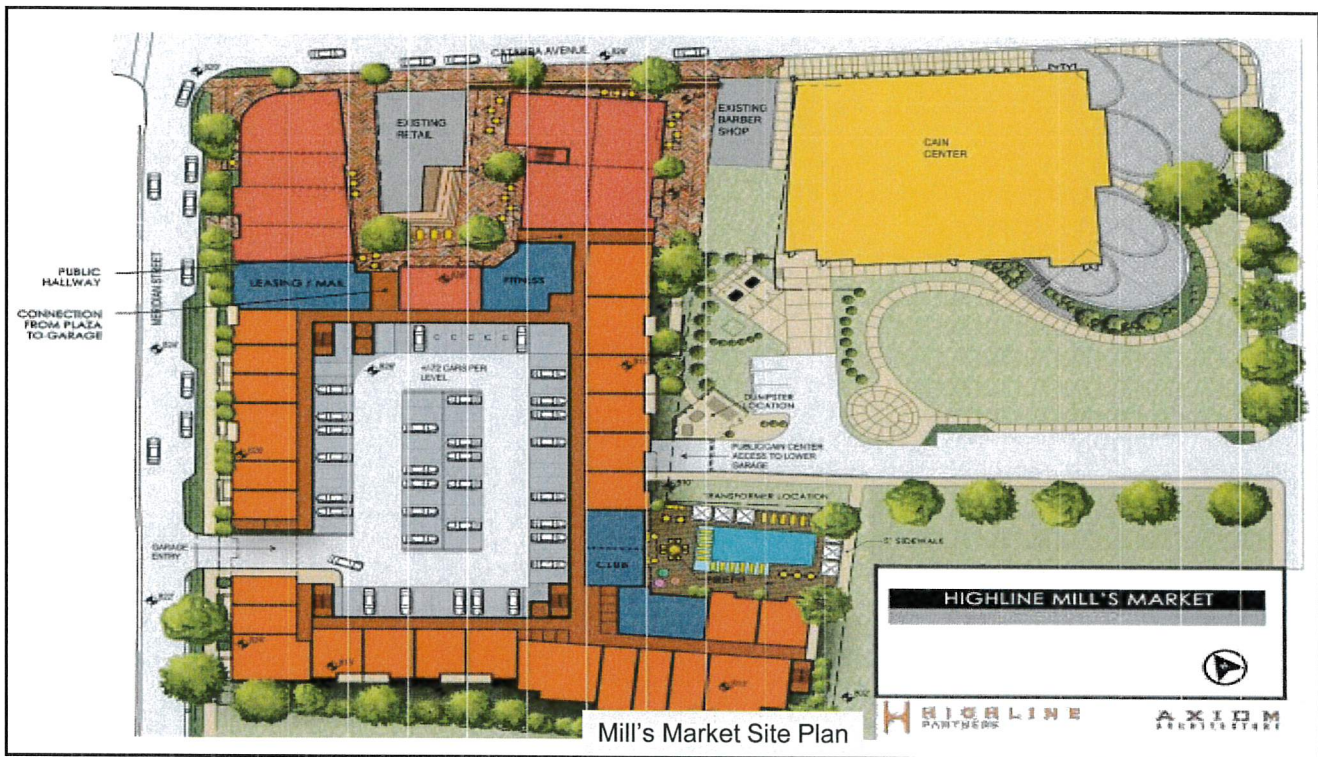




Case Study: Mills Market Details

- Mills Market did not follow an RFP Process.
- However, the development required a Conditional District Rezoning and Development Agreement, two necessary components that will follow RFP
- Town was in need of a transformative project and public parking
- 238 multifamily units, 12,000 sq ft commercial and 500 space parking deck were approved
- Town paid \$24,000 per public parking space for 130 spaces
- \$3.12 million for 130 spaces is an estimated savings of \$1.5 million
- Project has a total cost of \$70 million; project of this size would generate an estimated \$226,800 in annual property tax revenue in Mount Holly
- Penler Project is a \$73 million investment for 315 Class A Apartments and Waterfront Restaurant





Veterans Park RFP Components

- I. Project Area:
 - Define total Project Area, as this will be a needed component; developers are less likely to apply if uncertainty exists.
- II. Project Overview of Veterans Park Expansion:
 - Identify whether public-private partnership is preferred route or keep park development and private multifamily-commercial development separate
- III. City & Market Summary:
 - Outline existing and future projects around the Downtown Core; Better City for market data
- IV. Guiding Public Interests:
 - Highlights of Strategic Vision Plan and Studies
 - Conveys to Development Community that Veterans Park Expansion has been publicly vetted; lessens worry if conditional district rezoning is needed
- V. Evaluation Criteria & Selection Process:
 - Highlights project transparency, schedule of site visits
 - Ensures a fair and equitable process will be maintained
- VI. Submission Process:
 - Where proposals are due and disqualification terms of late proposals



Veterans Park RFP Submittals



- I. Identify Private Development versus Public Private Partnership:
- II. Proposed Development Plan:
 - a. Residential Units; Average Size of Units; Mix of Units; Expected Rents
 - b. Commercial Square Footage, Expected Rents
 - c. Number of Parking Spaces (total public versus private and on-street parking)
 - d. Identify Specific Uses, if known, for commercial (i.e. restaurant, retail, etc)
 - e. If public investment is needed, identify the public investment structure and amount
- III. Acquisition Price:
 - Propose an acquisition price (full appraisal of full project area will be needed)
- IV. Earnest Money Deposit:
 - Propose amount and the point at which it would be non-refundable
- V. Propose Timing for the Development Plan:
 - a. Within ____ days of being selected for exclusive negotiations for the Veterans Park Expansion site, the developer will provide the City an MOU.
 - b. Within ____ days of execution of an MOU, the developer will provide the City with a development plan including the development budget (separate budgets for private and public facilities), schematic design, and a financing plan.
 - c. Following the delivery of the Development Plan, the City and developer shall negotiate and attempt to finalize the master development agreement within ____ days

Veterans Park RFP Submittals Continued



- VI. Submission of Qualifications:
- Letter of Introduction:
 - a. Include a summary of the respondent's basic qualifications, experience, and reasons for interest in this opportunity
 - I. The letter should be signed by a principal or authorized officer for the entity
- Development Team:
 - a. Identification of partner firms and roles, including co-developers, architects and designers, and general contractor
 - b. Overview of each firm on the team, including brief history of firm, past experience working with the developer.

Veterans Park RFP Submittal of Qualifications



- Experience and References:
 - a. Location and Name of Project
 - b. Scope and Scale of Development Program
 - c. Photos/illustrations of completed project
 - d. Total Development Budget
 - e. Experience of the development team with executing public-private partnerships
 - f. Provide evidence of sufficient financial strength to undertake and successfully complete a project of this scale
- Disclosures:
 - a. Disclose any relevant potential conflicts of interest for this project
 - b. Disclosure of whether the developer or any officer, director, or owner thereof has had judgments entered against him or her within the past 10 years for the breach of contracts for governmental or nongovernmental construction or development
 - c. Disclosure of whether the developer has been in substantial noncompliance with the terms and conditions of prior construction contracts with a public body
 - d. Disclosure of any projects/financing on which the team collectively or individually has defaulted
 - e. Disclosure of whether any officer, director, owner, project manager, procurement manager, or chief financial official thereof has been convicted within the past 10 years of a crime related to financial fraud or to governmental or nongovernmental construction or contracting
 - f. Disclosure of whether any officer, director, or owner is currently debarred pursuant to an established debarment procedure from bidding or contracting

Potential Funding Sources



- Option One: Debt Service Payoff
 - Utilize the debt payoff of the Mount Holly Municipal Complex as leveraging too for additional loan
 - \$490,000 [total] in bi-annual payments (split between General & Enterprise Fund) with 3 years remaining on the debt service for building
 - If paid off utilizing fund balance, would equal the same debt service in terms of annual payments for a \$4 million loan
 - This could be utilized for park development and possible public-private patronships opportunities
- Option Two: Tax Increment Financing
 - Currently 49 states have enabling legislation for some form of tax increment financing, in which local units use future gains in property taxes to finance the current improvements that will create those gains, although the specific provisions and titles often vary.
 - For the City, the enhanced infrastructure and community benefits are the goal.
 - For the developer, the infrastructure, while benefiting the public, may also enhance the value of the overall project.
 - Parks and parking areas are examples of investments that have benefit both the new development and the public who can make use of the facilities.
 - The City is not taking on any debt, or less debt, to add priority infrastructure or other benefits that are commonly listed in approved plans

RFP Proposed Project Schedule



- The Project Schedule can be implemented once Notice to Proceed is given
- A committee should be appointed to review RFP submittals; and rank them per the requirements found in the RFP (Who should be included?)
- 60-90 days should be given for the Solicitation of Proposals from developers to allow for professional design documents
- During the solicitation period, the City should open the Veterans Park Expansion Project Area for scheduled tours
- The Review Committee should be able to visit developers sites, if local, to see actual projects; was very helpful during 725 Elm Street RFP process
- Final decision can be made within six months of the release of the RFP



§ 160D-1312. Acquisition and disposition of property for redevelopment.

Any local government is authorized, either as a part of a community development program or independently thereof, and without the necessity of compliance with the Urban Redevelopment Law, to exercise the following powers:

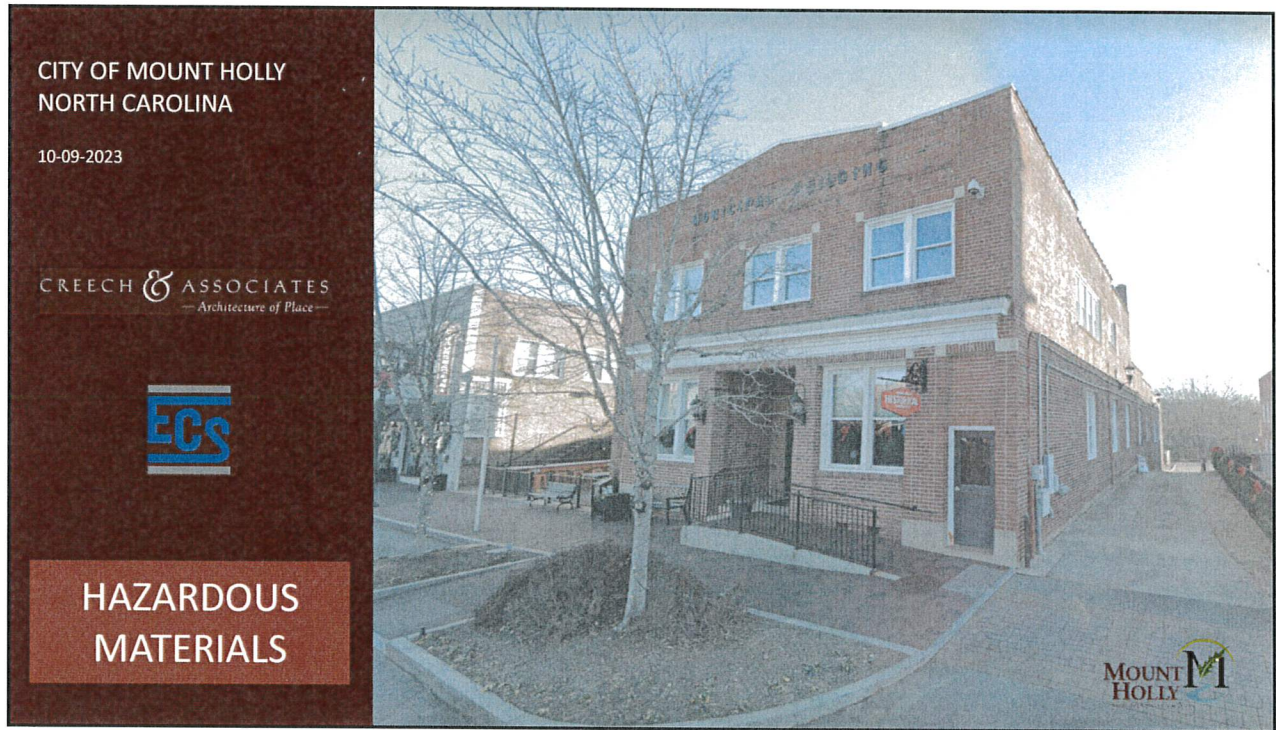
- (1) To acquire, by voluntary purchase from the owner or owners, real property that meets any of the following criteria:
 - a. Blighted, deteriorated, deteriorating, undeveloped, or inappropriately developed from the standpoint of sound community development and growth.
 - b. Appropriate for rehabilitation or conservation activities.
 - c. Appropriate for housing construction or the economic development of the community.
 - d. Appropriate for the preservation or restoration of historic sites, the beautification of urban land, the conservation of open space, natural resources, and scenic areas, the provision of recreational opportunities, or the guidance of urban development.
- (2) To clear, demolish, remove, or rehabilitate buildings and improvements on land so acquired.
- (3) To retain property so acquired for public purposes, or to dispose, through sale, lease, or otherwise, of any property so acquired to any person, firm, corporation, or governmental unit, provided the disposition of such property shall be undertaken in accordance with the procedures of Article 12 of Chapter 160A of the General Statutes, or the procedures of G.S. 160A-514, or any applicable local act or charter provision modifying such procedures, or subdivision (4) of this section.
- (4) To sell, exchange, or otherwise transfer real property or any interest therein in a community development project area to any redeveloper at private sale for residential, recreational, commercial, industrial, or other uses or for public use in accordance with the community development plan, subject to such covenants, conditions, and restrictions as may be deemed to be in the public interest or to carry out the purposes of this Article, provided that the sale, exchange, or other transfer, and any agreement relating thereto, may be made only after approval of the governing board and after a legislative hearing. A notice of the hearing shall be given once a week for two successive weeks in a newspaper having general circulation in the local government's planning and development jurisdiction area, the notice shall be published the first time not less than 10 days nor more than 25 days preceding the hearing, and the notice shall disclose the terms of the sale, exchange, or transfer. At the hearing, the appraised value of the property to be sold, exchanged, or transferred shall be disclosed, and the consideration for the conveyance shall not be less than the appraised value. (2019-111, s. 2.4; 2020-3, s. 4.33(a); 2020-25, ss. 43, 51(a), (b), (d).)

OLD BUSINESS



City of Mount Holly Action Agenda Item

To: Mayor and City Council From: Brian DuPont	Date: October 19, 2023 Meeting Date: October 23, 2023
Agenda Item to be considered: Presentation on Environmental Analysis for 131 S Main Street.	
Will this require a public hearing? ☐ YES ☐ NO	
Background/Purpose of Request: At the June 26, 2023 work session, a presentation on the facility condition of 131 South Main Street was made by Creech & Associates. There were questions around the environmental analysis and the consultant presented more detailed information to the Facilities Committee.	
Fiscal Impact:	
Will Item affect current budget	☐ YES ☐ NO ☒ N/A
Reviewed by Finance Director	☐ YES ☐ NO ☒ N/A
Preaudit Certification required	☐ YES ☐ NO ☒ N/A
Capital Project Ordinance required	☐ YES ☐ NO ☒ N/A
Budget Transfer required	☐ YES ☐ NO ☒ N/A
Total City Dollars:	\$
Budget Code	
Reviewed by City Attorney	☐ YES ☐ NO ☒ N/A
Manager/Staff Recommendation:	
Result of City Council Decision:	
Attachments: 1. Presentation by Creech & Associates – Environmental Analysis	



1

PROJECT TIMELINE

PRESENTATION TO ADVISORY COMMITTEE May 26, 2023 PRESENTATION TO THE HISTORICAL SOCIETY June 13, 2023 PRESENTATION TO CITY COUNCIL June 26, 2023 PRESENTATION TO ADVISORY COMMITTEE (HAZ. MATERIALS) September 26, 2023 ECS TO PRESENT ADDITIONAL INFORMATION RELATED TO THE HAZARDOUS MATERIALS REPORT, OUTLINE REMEDIAL ACTIVITIES NEEDED, AND PROVIDE HIGH-LEVEL ASSOCIATED COSTS	☒ ☒ ☒ ☒
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2

1

ASSESSMENT STANDARDS

Asbestos Survey

- Asbestos Surveys are conducted by a licensed asbestos inspector
- National Emission Standard for Hazardous Air Pollutants (NESHAP)
- NC Asbestos Hazard Management Program (AHMP) – NC HHCU
- Asbestos Hazard Emergency Response Act (AHERA)
- 29 CFR 1910.1001

Lead Survey

- Lead surveys in a non-target housing facility are conducted by an experienced Industrial Hygienist
- Housing and Urban Development "Guidelines for the Evaluation and Control of Lead-Based Paint Hazard in Housing"
- 29 CFR 1910.1025

Mold Survey

- Mold surveys are conducted by an experienced Industrial Hygienist or Certified Indoor Environmental Consultant
- Recognition, Evaluation, and Control of Indoor Mold; Edited by Bradley Prezant et. al.; published by AIHA 2008
- Assessment, Remediation, and Post-Remediation Verification in Buildings; AIHA Guideline 3 – 2004
- Mold Moisture and Your Home. September 2010. U.S. Environmental Protection Agency. EPA 402-K-02-003.

3

2

HAZARDOUS MATERIALS OVERVIEW

Asbestos

- 9" Beige tile and black mastic;
- 9" Brown tile and black mastic;
- 9" Green tile and black mastic;
- Roof silver paint;
- Green stair tread;
- TSI elbows;
- 9" Black tile and black mastic;
- Air Cell TSI piping (assumed);
- Black tar on TSI piping (assumed).
- Drywall & Joint Compound

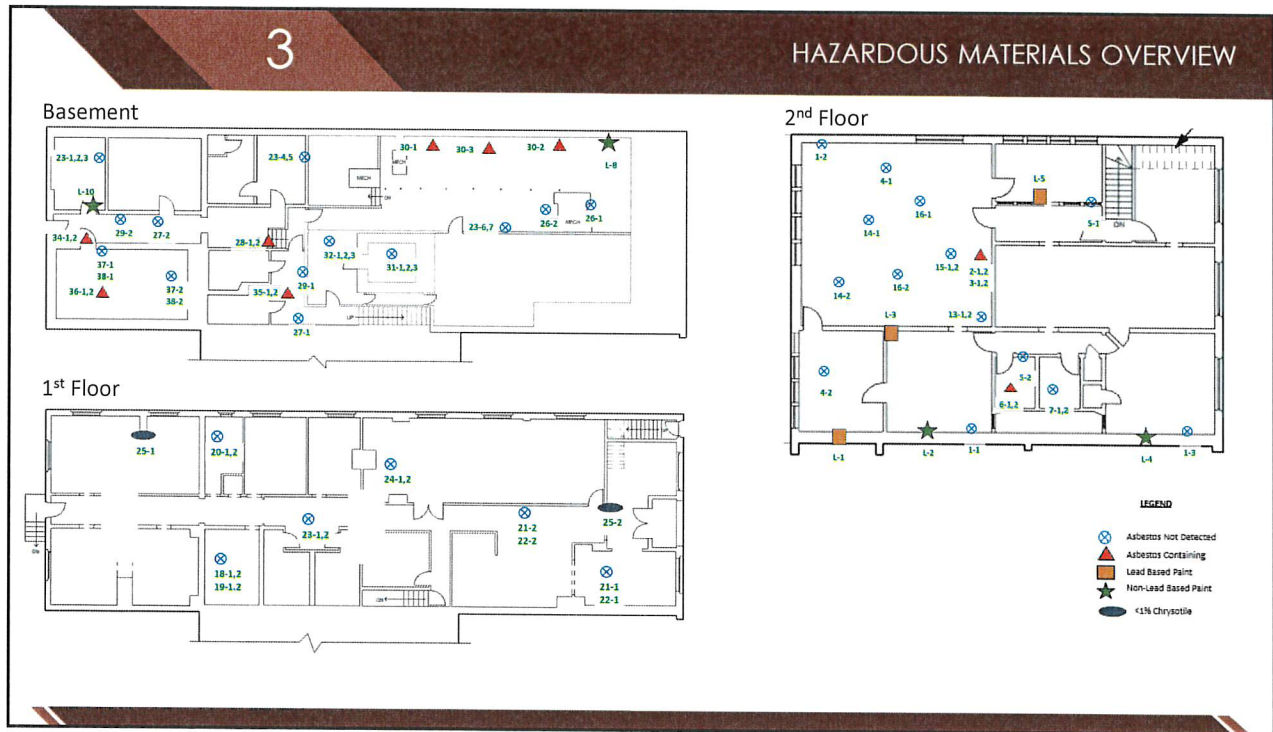
Lead

- Exterior Wall - Peach Paint;
- Interior Door - Green Paint;
- Interior Wall - Green Paint; and,
- Exterior Wall - White Paint.
- Exterior Wall - Green Paint;
- Exterior Wall - Gray and Peach Paint;
- Roof Vent - Red Paint;
- Exterior Windows - White Paint;
- Interior Walls - White Paint; and,
- Interior Doors - Green Paint.

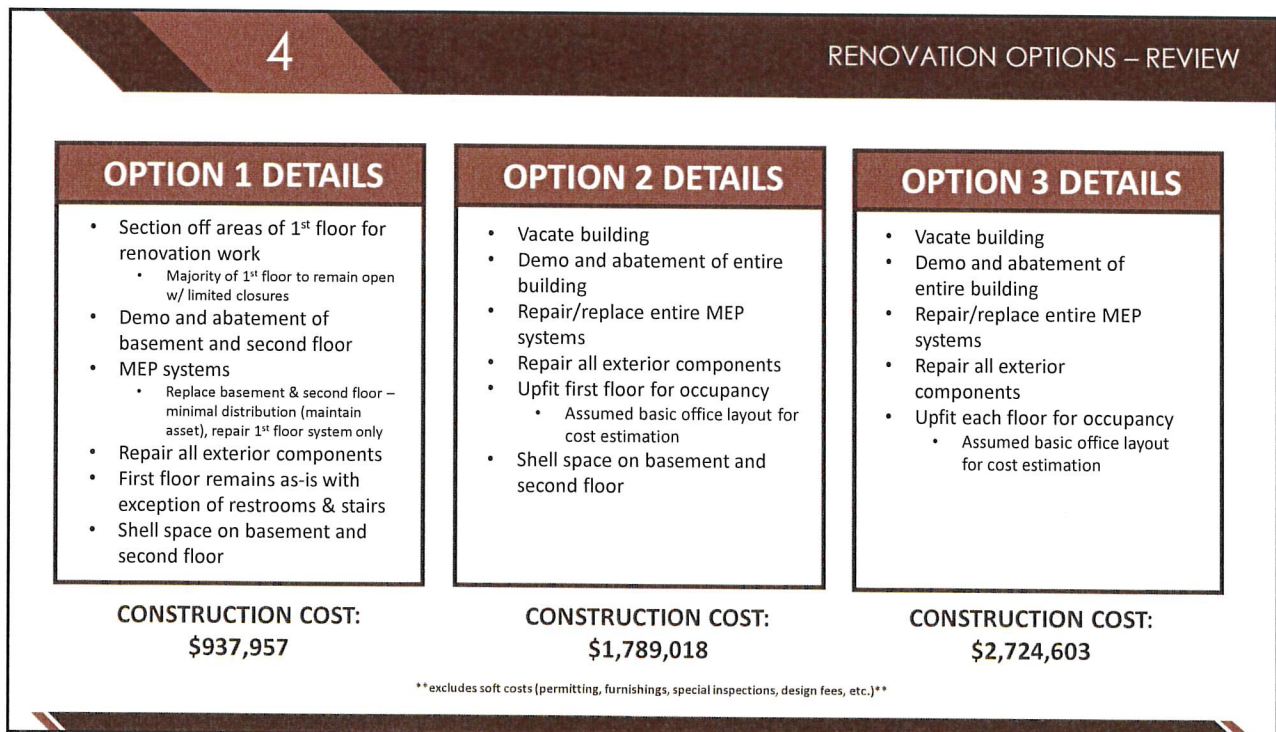
Mold and Indoor Air Quality

- Second floor, identified elevated spore concentrations in comparison to exterior ambient conditions.
- Unconditioned space.

4



5



6

5A
HAZARDOUS MATERIALS:
OPTIONS FOR COMPLIANCE

OPTION A: LEAVE BUILDING AS IS

- The city may elect to do nothing regarding hazardous materials
- Response actions

OPTION B: REMEDIATE BASEMENT AND SECOND FLOOR

- The city could remediate basement and second floors and leave the first floor as is and address with future work
- Response actions

OPTION C: REMEDIATE ENTIRE BUILDING

- The city could remediate the entire building for all hazardous materials

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5B
HAZARDOUS MATERIALS:
OPTION A – DETAILS

OPTION A DETAILS

- No abatement activities performed
- **Asbestos and Lead**
 - Implementation of Operations and Maintenance Plan with condition review every 3-years
 - Changes in condition of ACM could require remediation activities
- **Mold and IAQ**
 - Unconditioned spaces may allow for mold growth in unfinished spaces
 - Mold damage may require asbestos abatement of substrate
 - Mold and Moisture Plan

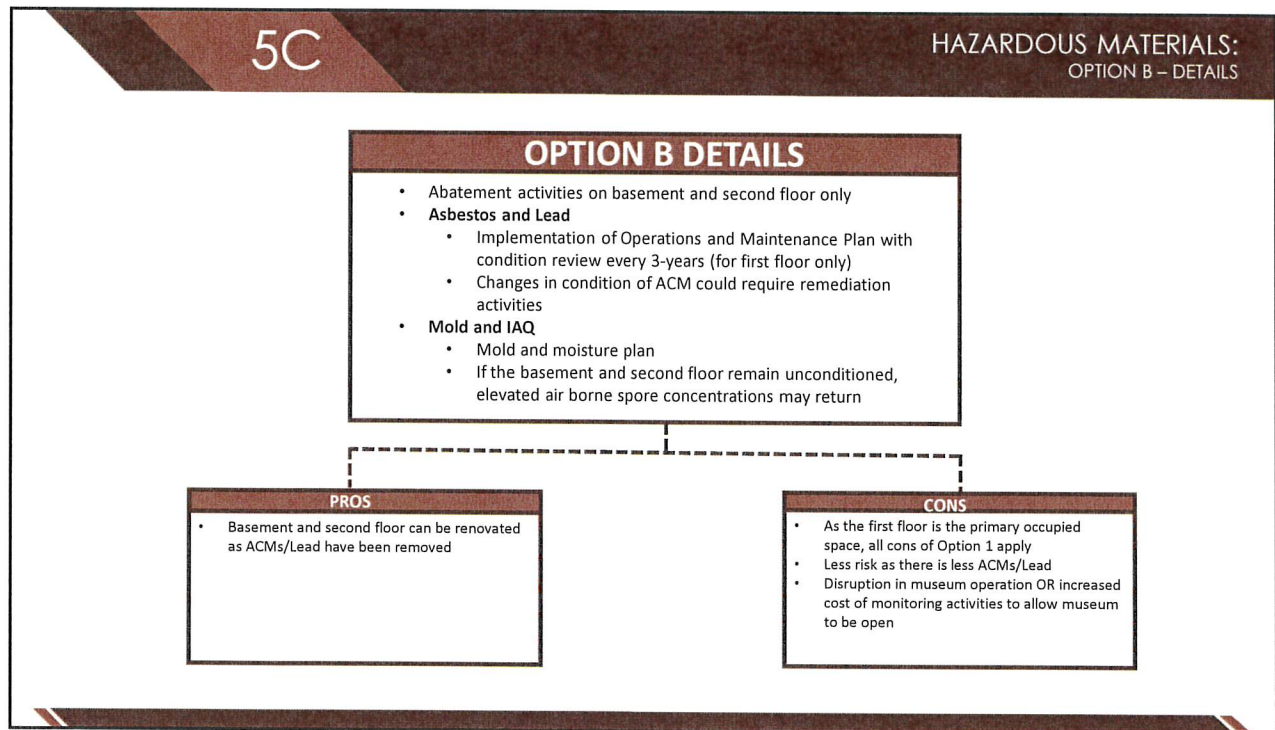
PROS

- No museum downtime for abatement

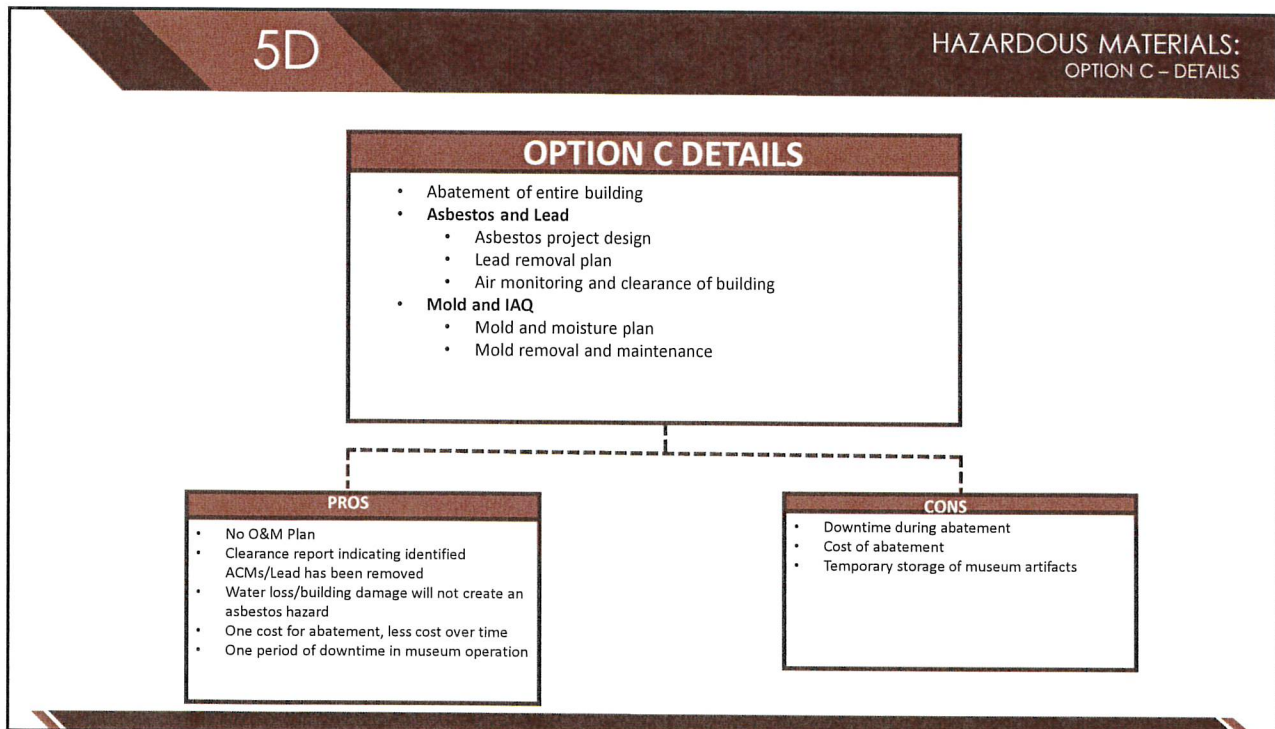
CONS

- Condition of ACBM may deteriorate.
- Water loss or building damage = abatement/ emergency response.
 - Development of O&M plan and hiring asbestos contractor (any disturbance of ACMs).
- Air/wipe and visual clearance of any disturbances.
- Closure of building depending on aforementioned events.
- Upkeep cost of inspections and small abatement contracts/clearances.

8



9



10

5E
HAZARDOUS MATERIALS:
RESPONSE ACTIONS

OPTION A & B

Health complaint resulting from mold/moisture issue

- Mold and IAQ site visit to determine levels of airborne fungal spores
- Remediation
- Employee health monitoring

Health complaint resulting from Asbestos/Lead Exposure

- Air sampling and testing
- Emergency response abatement/clean up
- Long term employee health monitoring

OPTION C

Health complaint resulting from mold/moisture issue

- Mold and IAQ site visit to determine levels of airborne fungal spores
- Remediation
- Employee health monitoring

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5F
HAZARDOUS MATERIALS:
ASSOCIATED COSTS

OPTION A

O&M/Moisture Plan: \$2,200
3 Year Reinspection: \$1,500
Loss or Incident: \$1,200
\$800/mobilization fee/\$3,000/day -
Abatement/Clean up fee per incident

- ACM/Lead remain in place
- O&M Plan with 3-Year Condition Reinspection
- Asbestos Contractor and clearance for any ACM/Lead disturbances
- Temporary closure for clean up events
- Mold and Moisture plan/Maintenance

OPTION B

Abatement: \$55,300
Monitoring/Consulting (during abatement):\$18,500
O&M/Moisture Plan: \$2,200
3 Year Reinspection: \$1,500

- Basement and 2nd Floor asbestos and lead abated with air monitoring and clearance
- Less total risk as basement and 2nd floor areas are abated
- ACM/Lead remain in place
- O&M Plan with 3-Year Condition Reinspection
- Asbestos Contractor and clearance for any ACM/Lead disturbances
- Temporary closure for clean up events
- Mold and Moisture plan/Maintenance

OPTION C

Abatement: \$119,000
Monitoring/Consulting (during abatement):\$25,500

- Asbestos Abatement Plan and Lead Removal Plan
- Air monitoring and Clearance of building
- Downtime during abatement/removal
- Temporary storage of museum artifacts
- Mold and Moisture plan/Maintenance

• Abatement costs shown in options B & C are included in the previous cost estimates for renovation options. Option A activities would be determined at time of incident.

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6

HAZARDOUS MATERIALS:
CASE STUDIES

Examples

<https://www.ncbi.nlm.nih.gov/pmc/articles/PMC4984962/>

- Project #1 - Stabilization of lead instead of removal
 - Lead was stabilized and encapsulated
 - Poor temperature/humidity control
 - Paint and encapsulation had to be coarse aggregate blasted and repainted
- Project #2 - Manufacturing Plant
 - TSI piping in warehouse area
 - Forklift drivers running into piping and disturbing material
 - Area roped off, cannot access materials holding back work
 - Abatement, clean-up and clearance conducted
 - Call for repair every couple of months exceeded the cost of just abating the areas with TSI



City of Mount Holly Action Agenda Item

To: Mayor and City Council From: Danny Jackson	Date: October 19, 2023 Meeting Date: October 23, 2023
Agenda Item to be considered: Update on Facilities Committee	
Will this require a public hearing? ☐ YES ☐ NO	
Background/Purpose of Request: Based on the recent activities of the Facilities Committee and the review of the consultant's presentations, I would like to discuss next steps as it pertains to the Facilities Committee.	
Fiscal Impact:	
Will Item affect current budget	☐ YES ☐ NO ☒ N/A
Reviewed by Finance Director	☐ YES ☐ NO ☒ N/A
Preaudit Certification required	☐ YES ☐ NO ☒ N/A
Capital Project Ordinance required	☐ YES ☐ NO ☒ N/A
Budget Transfer required	☐ YES ☐ NO ☒ N/A
Total City Dollars:	\$
Budget Code	
Reviewed by City Attorney	☐ YES ☐ NO ☒ N/A
Manager/Staff Recommendation:	
Result of City Council Decision:	
Attachments: 1. Email from Historical Society President 2. Market Analysis – 131 South Main Street	



Brian Dupont <brian.dupont@mtholly.us>

Fwd: Mount Holly Historical Society Board Decision

5 messages

Danny Jackson <dannyjackson@mtholly.us>

To: Bryan Hough <mayor@mtholly.us>

Cc: Brian Dupont <brian.dupont@mtholly.us>

Thu, Oct 12, 2023 at 7:30 AM

Good morning Mayor,

Please see the enclosed message from Nancy Wrenn regarding the decision of the Board of Directors for the Mount Holly Historical Society. I let her know that I would provide the information to you and await instructions regarding next steps in the matter.

Let me know if you require anything of me.

DJ

----- Forwarded message -----

From: **Nancy Wrenn** <wrenn0504@aol.com>

Date: Tue, Oct 10, 2023 at 9:48 PM

Subject: Mount Holly Historical Society Board Decision

To: Danny Jackson <dannyjackson@mtholly.us>

Hello Danny

After much review and discussion and a unanimous vote:

The Mount Holly Historical Society Board is requesting a 30-day delay in the City Council's vote to sell 131 South Main. This would give the Historical Society time to look for funds to upfit or make an offer to purchase the building. The Historical Society believes it is in the best interest of the citizens to be fully informed of the costs and liabilities associated with the building before a vote is cast. The Historical Society is prepared to begin an aggressive fundraising campaign as soon as possible.

This is a reasonable request. The Historical Society is a respected organization in the community, and they have a track record of success in preserving and promoting Mount Holly's history. If they are able to raise the funds to upfit or purchase 131 South Main, it would be a win-win for everyone involved.

The Mount Holly Historical Society Board recommends that the City Council grant the Historical Society's request. It would be unfair to rush through a decision of this magnitude without giving us a chance to make our case.

Sincerely,

Nancy Wrenn, President
Mount Holly Historical Society

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131 Main Market Analysis**Option 1 - Complete Renovation and Lease**

Level	Total SF	Rate	Total
Basement	2074	\$10	\$20,740
First Floor	4994	\$18	\$89,892
Second Floor	2194	\$14	\$30,716
Annual Gross			\$141,348
Expenses			\$14,135
NOI			\$127,213
7% CAP			\$1,817,331.43
Required Investment			\$3,405,754.00
Yield			(\$1,588,422.57)

Option 2 - Demo and Abate to Shell Condition and Sell

SF Property Sale Value

Level	Total SF	Rate	Total
Basement	2074	\$60	\$124,440
First Floor	4994	\$135	\$674,190
Second Floor	2194	\$75	\$164,550
			\$963,180
Demo and Abatement			\$1,789,018
Yield			(\$825,838)

Option 3 - Sell in "As Is" Condition

SF Property Sale Value

Level	Total SF	Rate	Total
Basement	2074	\$20	\$41,480
First Floor	4994	\$65	\$324,610
Second Floor	2194	\$50	\$109,700
Yield			\$475,790