



September 12, 2016 Council Meeting

Mayor Bryan Hough
Mayor Pro-Tem David Moore
Councilman Jerry Bishop
Councilwoman Carolyn Breyare
Councilman Jim Hope
Councilman Jeff Meadows
Councilman Perry Toomey
Kemp Michael, City Attorney
Danny Jackson, City Manager

**CITY OF MOUNT HOLLY
MOUNT HOLLY CITY COUNCIL**



September 12, 2016

7:00 P.M.

CALL TO ORDER BY THE MAYOR

INVOCATION

Charles McCorkle, Wesley Chapel Holiness Church

PLEDGE OF ALLEGIANCE

Boy Scout Troop 59

SET THE AGENDA

CONSENT AGENDA

1. Call for a public hearing for review and recommendation for the adoption of Rules of Procedure for the Planning Commission and Board of Adjustment under Section 12.2 and 13.2 of the Zoning Ordinance
2. Call for a public hearing, regarding a request by C@ Design Development for a rezoning and annexation of Tax Parcel ID #'s 202122, 202120 and 181214 from R-12 Single Family to Single Family Conditional District and Tax Parcel ID #'s 181227 and 202690 from R-1 Gaston County to Single Family Conditional District
3. Approval of a resolution of support for the Bicycle Planning Grant for NCDOT
4. Budget Amendment (Parks and Recreation-Victory Chevrolet Donation and Land of Frost Donation)
5. Approval of ABC Commission Travel Policy
6. Request for the Release of Cash Security for Dutchman's Ridge, Map 2
7. Approval for the Release of the Maintenance Bond associated with the Beaty-Ferstl Intersection Improvements
8. Approval of Resolution Declaring Surplus Property
9. Approval of the Resolution Directing the clerk to investigate the Annexation Petition of the Property Located at Tax Parcel ID #'s 202122, 202120, 181227, 202690 and 181214 and Approval of the Certificate of Sufficiency of the annexation petition
10. Approval of the minutes of the August 8, 2016 Council Meeting
11. Approval of the minutes of the August 22, 2016 Work Session Meeting

PRESENTATIONS

- | | |
|---|----------------------------|
| 1. Community Health Assessment Presentation | <i>Abigail Newton</i> |
| 2. Presentation of a Resolution Honoring Daphne Barton for her Years of Service
Volunteering with the Mount Holly Christmas Parade | <i>Mayor Hough</i> |
| 3. Introduction of Mount Holly Middle School Principal Jamie Peoples | <i>Councilman Jim Hope</i> |
| 4. Introduction of Police Chaplains | <i>Chief Don Roper</i> |

PUBLIC HEARING

1. Public Hearing regarding a request by Staff, for a text amendment to Article 3, 5, 6, and 7 of the Zoning Ordinance to reflect recommended uses with definitions.

PUBLIC COMMENT – Three (3) Minute Limit

OLD BUSINESS

NEW BUSINESS

OTHER BUSINESS

CLOSED SESSION

1. Closed Session - pursuant to N.C.G.S 143-318.11 (a)(3 and 6)

ADJOURN

CONSENT AGENDA



City of Mount Holly Action Agenda Item

To: City Council	Date: 9-8-16
From: Brian DuPont	Meeting Date: 9-12-16
Agenda Item to be considered: <u>Consent Item #1</u> - Call for a public hearing for the adoption of Rules of Procedure for the Planning Commission and Board of Adjustment under Section 12.2 and 13.2 of the Zoning Ordinance	
Will this require a public hearing? ☐ YES ☒ NO	
Background/Purpose of Request : Planning and Development staff have recognized the need for formally adopting a set of procedures that govern the review boards.	
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: Planning Commission unanimously recommended to City Council a call for public hearing.	
Result of City Council Decision: _____	
Attachments: 1. 2. 3.	



City of Mount Holly Action Agenda Item

To: City Council	Date: 9-8-16
From: Jonathan Wilson	Meeting Date: 9-12-16
Agenda Item to be considered: Call for a public hearing, regarding a request by C2 Design Development, for a rezoning of Tax Parcel ID #'s 202122, 202120 and 181214 from R-12 Single Family to Single Family Conditional District and Tax Parcel ID # 181227 and 202690 from R-1 Gaston County to Single Family Conditional District.	
Will this require a public hearing? ☒ YES ☐ NO	
Background/Purpose of Request: An application was received by staff requesting a rezoning. Three of the properties are currently located in the Mount Holly ETJ and two properties are located in Gaston County's zoning jurisdiction. All of the properties combined are approximately 101.74 acres in size. The applicant wishes to rezone the properties to a Conditional District to include Single Family Residential as detached homes. The applicant will be requesting permission to develop 312 single family homes. Additionally, the applicant is requesting annexation for all 5 properties.	
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: The Planning Commission recommended to City Council to a call for public hearing for a rezoning and annexation of approximately 101.74 acres from R-12 Single Family and R-1 (Gaston County Zoning) to Single Family Conditional District and the recommendation by the Planning Commission is supported by Staff.	
Result of City Council Decision: _____	
Attachments: Rezoning Application Map	

**REZONING APPLICATION
CITY OF MOUNT HOLLY, NORTH CAROLINA**

Date Filed: _____ Application Number: _____

The undersigned does (do) hereby respectfully make the application and request to the City of Mount Holly to amend the Zoning Map of Mount Holly as hereinafter requested and in support of this application the following facts are shown:

1. The real property, sought to be rezoned, is owned in fee simple by:
Thomas Worth Springs III and Catherine See Springs, Howard R. Walls

Address: 400 W Catawba Ave Mt. Holly, NC 28120, 126 Forest Drive Belmont, NC 28012
as evidenced by Deed Book _____ on Page _____ in the Gaston County Registry. There are no restrictions or covenants of record appearing in the chain of title, which would prohibit the property from being put to the use specified in Paragraph five (5) of this application.

2. The real property sought to be rezoned is located at/on
See attached _____ on the Left or Right side of the _____

(physical address) (circle one) (street)
between _____ and _____, and has a Tax

(street) (street)
Listing of: Tax Book _____, Map _____, Parcel _____. Said lot(s) has (have) a frontage of _____ feet and is approximately _____ acres in size.

3. A complete legal description of the boundaries of said realty (to be completed by an attorney) is attached to this application along with a survey or tax map of said realty.

4. It is desired and requested that the real property herein described be rezoned from
Gaston County R-1 Zone to Conditional Use Zone.

5. If Conditional Use rezoning is requested, a site specific plan (see Appendix) is hereby attached (check) X Yes or _____ N/A.

6. If the Conditional Use Rezoning is requested, it is proposed that the real property be put to the following use, with the following specific improvements including building sizes and proposed screening in accordance with the attached site plan as mentioned in Paragraph five (5).

Single Family Residential Subdivision with 52' and 62' wide Lots.

7. Attached is a list of all the properties adjacent to the subject property including the owners' name(s) and address and tax book, map, and parcel number of each lot as shown on the Gaston County Tax Maps. Adjacent properties are considered all those immediately or diagonally adjacent to the subject property, including any properties immediately across any creeks, rivers, railroads, highways or other natural or man-made barriers.

Thomas Worth Springs III
Howard R. Walls

Thomas W. Springs III
Owners Howard R. Walls
Interest of Applicant in Subject Realty:
(Must be the owner if requesting
Conditional Use Rezoning)

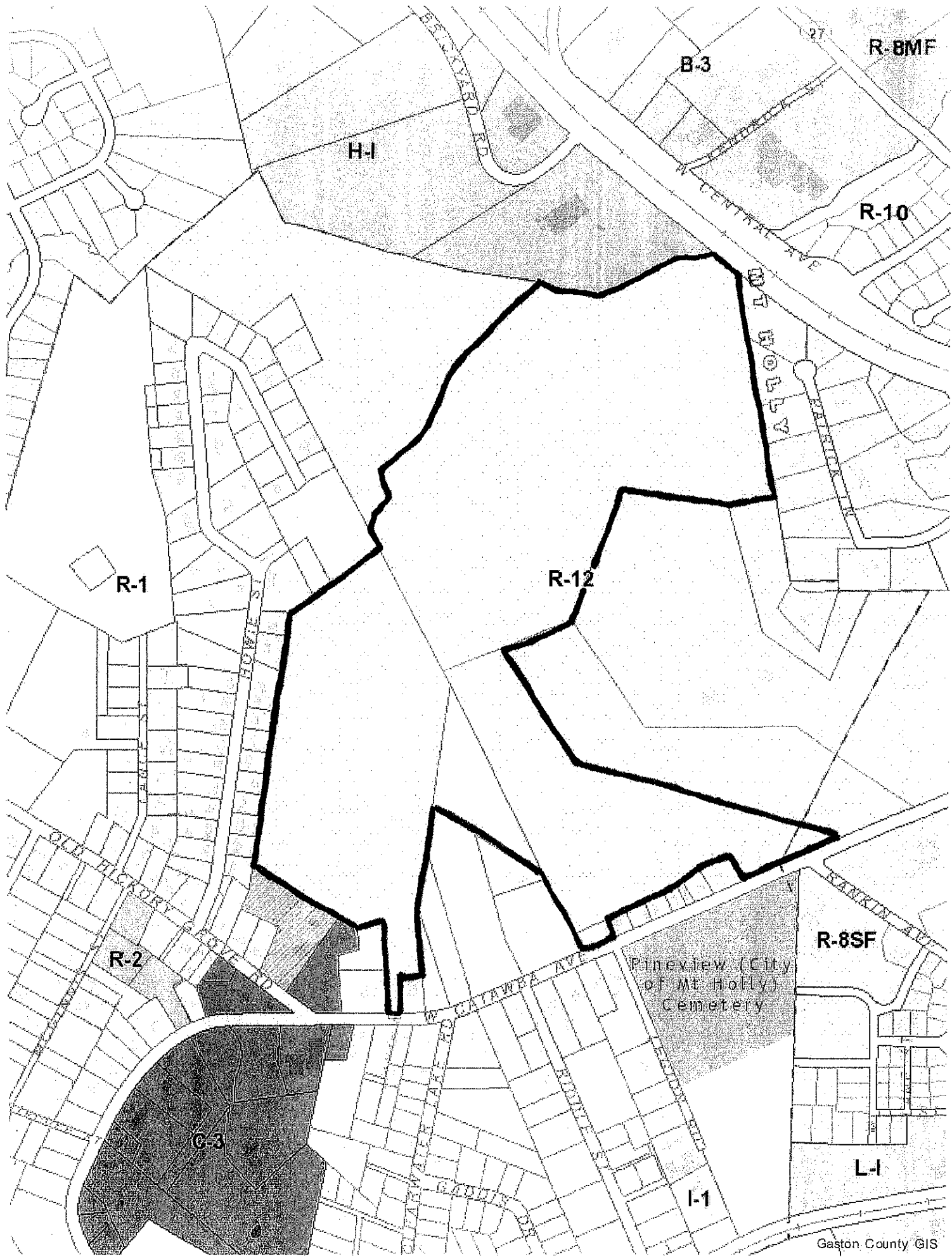
Name of Applicant(s) _____

Applicant's Address: 400 W Catawba Ave Mt. Holly, NC 28120

Phone Number: 704-827-7791, 704-460-4101

Signature: Thomas W. Springs III
Howard R. Walls

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 \$ 800 (See Fee Schedule) at least 15 days prior to the Planning Commission meeting for initial consideration.





City of Mount Holly Action Agenda Item

To: City Council From: Brian DuPont	Date: 9-7-16 Meeting Date: 9-12-16																																									
Agenda Item to be considered: <u>Consent Item #3</u> - NCDOT Bicycle Planning Grant																																										
Will this require a public hearing? ☐ YES ☒ NO																																										
Background/Purpose of Request : At the August 22, 2016 worksession staff made Council aware that NCDOT is soliciting calls for proposals from municipalities to apply for a matching grant to fund a comprehensive bicycle or pedestrian plan. Mount Holly was awarded the same grant back in 2012 to develop the Comprehensive Pedestrian Plan. Council had no concerns moving forward to apply for the Bike Grant. The table below details the timeline for the application and grant award process: <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="text-align: center;">Activity</th> <th style="text-align: center;">Date</th> </tr> </thead> <tbody> <tr> <td>Issue Call for Proposals</td> <td>August 4, 2016</td> </tr> <tr> <td>Application submission deadline - 5:00 pm (Friday)</td> <td>November 10, 2016</td> </tr> <tr> <td>Awards Committee makes recommendations to NCDOT</td> <td>January, 2017</td> </tr> <tr> <td>Board of Transportation gives approval</td> <td>March, 2017</td> </tr> <tr> <td>Municipalities notified of award</td> <td>March, 2017</td> </tr> <tr> <td>Municipal Reimbursement Agreement executed and Notice to Proceed issued</td> <td>Within 6 months from award notification</td> </tr> <tr> <td>Plan completion deadline</td> <td>Within 12 to 24 months from Notice to Proceed</td> </tr> </tbody> </table> The table below outlines the estimated costs of a Bicycle Plan based on population. Mount Holly's population is almost 16,000: <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="text-align: center;">Population</th> <th colspan="3" style="text-align: center;">Estimated Consultant Costs</th> </tr> <tr> <th></th> <th style="text-align: center;">Bicycle Plan</th> <th style="text-align: center;">Pedestrian Plan</th> <th style="text-align: center;">Corridor Plan</th> </tr> </thead> <tbody> <tr> <td>Less than 5,000</td> <td colspan="3" style="text-align: center;">Combined - \$30,000 to \$40,000</td> </tr> <tr> <td>5,000 to 10,000</td> <td style="text-align: center;">\$30,000-\$50,000</td> <td style="text-align: center;">\$25,000-\$40,000</td> <td rowspan="4" style="text-align: center; vertical-align: middle;">\$20,000-\$60,000</td> </tr> <tr> <td>10,000 to 50,000</td> <td style="text-align: center;">\$40,000-\$70,000</td> <td style="text-align: center;">\$35,000-\$60,000</td> </tr> <tr> <td>50,000 to 100,000</td> <td style="text-align: center;">\$65,000-\$100,000</td> <td style="text-align: center;">\$55,000-\$75,000</td> </tr> <tr> <td>Over 100,000</td> <td style="text-align: center;">\$95,000-\$190,000</td> <td style="text-align: center;">\$70,000-\$110,000</td> </tr> </tbody> </table> The cost share is a 30% match by the City based on our population.		Activity	Date	Issue Call for Proposals	August 4, 2016	Application submission deadline - 5:00 pm (Friday)	November 10, 2016	Awards Committee makes recommendations to NCDOT	January, 2017	Board of Transportation gives approval	March, 2017	Municipalities notified of award	March, 2017	Municipal Reimbursement Agreement executed and Notice to Proceed issued	Within 6 months from award notification	Plan completion deadline	Within 12 to 24 months from Notice to Proceed	Population	Estimated Consultant Costs				Bicycle Plan	Pedestrian Plan	Corridor Plan	Less than 5,000	Combined - \$30,000 to \$40,000			5,000 to 10,000	\$30,000-\$50,000	\$25,000-\$40,000	\$20,000-\$60,000	10,000 to 50,000	\$40,000-\$70,000	\$35,000-\$60,000	50,000 to 100,000	\$65,000-\$100,000	\$55,000-\$75,000	Over 100,000	\$95,000-\$190,000	\$70,000-\$110,000
Activity	Date																																									
Issue Call for Proposals	August 4, 2016																																									
Application submission deadline - 5:00 pm (Friday)	November 10, 2016																																									
Awards Committee makes recommendations to NCDOT	January, 2017																																									
Board of Transportation gives approval	March, 2017																																									
Municipalities notified of award	March, 2017																																									
Municipal Reimbursement Agreement executed and Notice to Proceed issued	Within 6 months from award notification																																									
Plan completion deadline	Within 12 to 24 months from Notice to Proceed																																									
Population	Estimated Consultant Costs																																									
	Bicycle Plan	Pedestrian Plan	Corridor Plan																																							
Less than 5,000	Combined - \$30,000 to \$40,000																																									
5,000 to 10,000	\$30,000-\$50,000	\$25,000-\$40,000	\$20,000-\$60,000																																							
10,000 to 50,000	\$40,000-\$70,000	\$35,000-\$60,000																																								
50,000 to 100,000	\$65,000-\$100,000	\$55,000-\$75,000																																								
Over 100,000	\$95,000-\$190,000	\$70,000-\$110,000																																								
Fiscal Impact: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 45%;">Will Item affect current budget</td> <td style="width: 15%;">☐ YES</td> <td style="width: 15%;">☒ NO</td> <td style="width: 25%;">☐ N/A</td> </tr> <tr> <td>Reviewed by Finance Director</td> <td>☐ YES</td> <td>☐ NO</td> <td>☒ N/A</td> </tr> <tr> <td>Preaudit Certification required</td> <td>☐ YES</td> <td>☐ NO</td> <td>☒ N/A</td> </tr> <tr> <td>Capital Project Ordinance required</td> <td>☐ YES</td> <td>☐ NO</td> <td>☒ N/A</td> </tr> <tr> <td>Budget Transfer required</td> <td>☐ YES</td> <td>☐ NO</td> <td>☒ N/A</td> </tr> <tr> <td>Total City Dollars:</td> <td colspan="3">\$</td> </tr> <tr> <td>Budget Code</td> <td colspan="3"></td> </tr> <tr> <td>Reviewed by City Attorney</td> <td>☒ YES</td> <td>☐ NO</td> <td>☐ N/A</td> </tr> </table>		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									
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: Adopt the Resolution of Support required to be submitted with an application for a Bicycle Planning Grant.																																										
Result of City Council Decision: _____																																										

RESOLUTION AUTHORIZING THE FILING AND EXECUTION OF A BICYCLE GRANT APPLICATION WITH THE UNITED STATES DEPARTMENT OF TRANSPORTATION AND THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION FOR A PEDESTRIAN PLANNING GRANT UNDER THE URBAN MASS TRANSPORTATION ACT OF 1964, AS AMENDED DIVISION

WHEREAS, the Secretary of the North Carolina Department of Transportation is authorized to make grants for bicycle and pedestrian planning; and,

WHEREAS, contracts for financial assistance will impose certain obligations upon the applicant, City of Mount Holly, including the provisions by it of the local share of the project costs; and,

WHEREAS, it is required by the United States Department of Transportation in accordance with the provision of Title VI of the Civil Rights Act of 1964, that in connection with the filing of an application for assistance under the Urban Mass Transportation Act of 1964, as amended, the applicant gives assurance that it will comply with Title VI of the Civil Rights Act of 1964 and the United States Department of Transportation requirements there under; and,

WHEREAS, it is the goal of the applicant that minority business enterprises be utilized to fullest extent possible in connection with these projects, and that definite procedures shall be established and administered to ensure that minority business shall have the maximum construction contracts, supplies, equipment contracts, or consultant and other services; and,

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Mount Holly that:

(1) Pending funding by the NCDOT Department of Transportation, Bicycle and Pedestrian Division, the City Manager is authorized to execute grant agreements on behalf of the City of Mount Holly; and,

(2) Matching funds (30%) shall be proposed in the FY 2017-2018 City budget and funds will be appropriated in the event that the grant is funded; and,

(3) The City Manager is authorized to execute and file with such applications an assurance or any other document required by the United States Department of Transportation or the North Carolina Department of Transportation effectuating the purposes of Title VI of the Civil Rights Act of 1964; and,

(4) The Department of Planning & Development of the City of Mount Holly is authorized to furnish such additional information that the United States Department of Transportation and the North Carolina Department of Transportation may require in connection with the application and implementation of the program of projects; and,

(5) The City Manager is authorized to set forth and execute affirmative Minority Business Enterprises (MBE) and Women's Business Enterprise (WBE) policies and procedures in connection with the program of projects' procurement needs; and,

(6) The City Manager is authorized to execute grant agreements on behalf of the City of Mount Holly with the United States Department of Transportation and North Carolina

Department of Transportation for aid in the financing of the planning, capital and/or operating assistance program of projects.

Resolution adopted this, the _____ of _____, 2016, upon a motion of Council member _____ and seconded by Council member _____ by a vote of _____ affirmative votes to _____ negative votes.

Bryan Hough, Mayor

ATTEST:

Amy Miller, City Clerk

The undersigned duly qualified City Clerk of the City of Mount Holly certifies that the foregoing is a true and correct copy of a resolution adopted as a legally convened meeting of the City of Mount Holly held on _____.

Amy Miller
City Clerk

Date



City of Mount Holly Action Agenda Item

To: City Council

Date:
8/23/16

From: Recreation

Meeting Date:
9/12/16

Agenda Item to be considered: Move a donation of \$760 made by Victory Chevrolet in August 2016 from current year revenue special donations for the 2016-2017 fiscal year

Will this require a public hearing? ☐ YES ☒ NO

Background/Purpose of Request: Move to expense account to use for field improvements

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
E-Verify Compliance Statement required	☐ YES	☒ NO	☐ N/A
Capital Project Ordinance required	☐ YES	☒ NO	☐ N/A
Budget Amendment/Transfer required	☒ YES	☐ NO	☐ N/A

Total City Dollars:

Budget Code

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

Manager/Staff Recommendation:

Approve budget amendments as attached

Result of City Council Decision:

Attachments:

1. Budget Amendment Form



City of Mount Holly Action Agenda Item

To: City Council

Date:

8/11/16

From: Recreation

Meeting Date:

9/12/16

Agenda Item to be considered: Move a donation of \$3,500 made by Land O' Frost in June 2016 from the fund balance to special donations for the 2016-2017 fiscal year

Will this require a public hearing?

☐ YES

☒ NO

Background/Purpose of Request:

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
E-Verify Compliance Statement required	☐ YES	☒ NO	☐ N/A
Capital Project Ordinance required	☐ YES	☒ NO	☐ N/A
Budget Amendment/Transfer required	☒ YES	☐ NO	☐ N/A

Total City Dollars:

Budget Code

Reviewed by City Attorney

☐ YES

☐ NO

☒ N/A

Manager/Staff Recommendation:

Approve budget amendments as attached

Result of City Council Decision:

Attachments:

1. Budget Amendment Form



Date Submitted: _____

Finance Officer: _____

City Manager: _____

To appropriate revenue collected last FY from donation received from Land O Frost.



City of Mount Holly Action Agenda Item

To: City Council	Date: September 8, 2016
From: Danny Jackson, City Manager	Meeting Date: September 12, 2016
<u>Agenda Item to be considered:</u> <i>Consent Agenda #5 – Approval of ABC Commission Travel Policy</i>	
Will this require a public hearing? ☐ YES ☒ NO	
<u>Background/Purpose of Request :</u> <i>It is customary and required that the City Council approves the Travel Policy for the ABC Commission. The ABC Commission routinely adopts the same Travel Policy of the City of Mount Holly. The City Council routinely adopts the policy as is.</i>	
<u>Fiscal Impact:</u>	
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: <i>Motion to approve the Travel Policy for the ABC Commission as submitted.</i>	
Result of City Council Decision: _____	
Attachments: <i>ABC Commission Travel Policy</i>	

Mount Holly Fiscals Procedures Policy

Section IV

TRAVEL, TRAINING & MEALS

4.1 GENERAL RULES AND PROCEDURES

1. Definitions

- (A) **City** means the City of Mount Holly.
- (B) **Traveler** means any authorized person.
- (C) **Authorized Person** means any employee, elected official, job candidate or other individual authorized to incur travel or related business expenses on behalf of the City of Mount Holly.
- (D) **Authorized Travel** means travel by an Authorized Person for the direct benefit of the City of Mount Holly.
- (E) **Final Travel Expense Report** means the standard form that must be completed by the Traveler, approved and submitted to the Finance Department along with all required receipts and documentation within 5 business days after returning from the trip. This form shows the actual costs of the trip, a reconciliation of estimated cost to actual cost, and final settlement due to or owed from the Traveler based on actual expenses.

4.2 APPROVAL REQUIRED TO TRAVEL

1. Travel by all Authorized Persons must be approved by the Department Head or designated person(s).

All travel requests and final travel expense reports are subject to audit by the Finance Director or his/her designee before final processing by Accounts Payable. The Finance Director may, for any violation of these Travel Policies and Procedures, regardless of prior approvals obtained, reject a travel request or Final Travel Expense Report. If rejected, no prepayments or reimbursements will be made until the Final Travel Expense Report is corrected to comply with these policies and procedures.

Failure to obtain the required approvals described above prior to traveling will render all expenses incurred ineligible for reimbursement.

4.3 RESPONSIBILITIES

Everyone who travels on City business or supervises someone who travels is responsible for knowing and following the policies and procedures contained in this document.

Mount Holly Fiscals Procedures Policy

(A) **Traveler-** It is the responsibility of the Traveler to keep all travel and related costs to a minimum by using the most economic forms of transportation, lodging and food service available considering time and cash outlay required. The Traveler is also responsible for obtaining all required receipts and other documentation while traveling, and submitting them with a final travel expense report within 10 working days of return from a trip.

(B) **Department Heads or Other Approving Individuals** - All individuals authorized or designated to approve travel requests are responsible for determining that the cost is reasonable and justified by the trip's purpose. Prior to signing approval, they should be certain that:

- The purpose of the trip is to conduct City business or will benefit the City directly.
- The seminar, meeting or conference is unavailable locally if overnight accommodations are required.
- The Traveler understands the City's travel policies and procedures.
- The Itinerary ensures accomplishment of the purpose at the lowest reasonable cost.
- There is enough money in the appropriate travel budget to cover all expected costs.
- All expenses are reasonable, necessary and consistent with these guidelines.
- Any required receipts or other documentation are attached to the final expense report.
- The final settlement calculation (upon return from travel) is correct.
- Any amounts due the City are reimbursed.
- A final accounting of all trip expenses is submitted to Finance.

(C) **Accounts Payable** - The Accounts Payable Division is responsible for assuring that expenditures are properly accounted for, conform to prudent use of City funds and are in compliance with this policy. Accounts Payable is also responsible for assuring travel payments are issued promptly (but not more often than weekly) upon receipt of properly approved, compliant travel forms, and for preparing revisions to this document when deemed necessary.

4.4 ELIGIBLE EXPENDITURES

Eligible travel expenditures include only those costs described below that are incurred in connection with and during the period of travel.

Under no circumstances shall the City pay any travel expenses when an Authorized Person travels on behalf of another business entity, agency or professional association.

When any eligible City travel expenses are paid for or reimbursed directly to the Traveler by another entity or agency, the Traveler is prohibited from seeking reimbursement for those same expenses from the City.

Mount Holly Fiscals Procedures Policy

The City will not pay any travel expenses deemed personal in nature as a result of combining City travel with vacation.

(A) Tuition/Registration Fees

Tuition for a class, registration fees for a seminar or conference and other fees that relate to attending the event for the stated purpose are considered registration fees. Registration fees must be substantiated by a complete brochure or agenda for the conference, seminar, class or convention being attended. Such fees will not be paid without the required documentation. Optional tours, banquets or other activities offered through a conference but as an additional cost to registration are solely at the discretion of the Traveler and will be considered a personal expense ineligible for reimbursement or payment by the City.

(B) Transportation

The Traveler should generally take the most direct and commonly traveled routes. Other routes may be approved when official business requires their use.

i. City Vehicles

If a City-owned vehicle is used, the Traveler will be reimbursed only for actual expenses incurred for fuel or repairs as supported by paid bills or receipts. Any problems with a City-owned vehicle during travel must be reported to the City garage immediately to avoid the possibility of incurring costly repairs. Prior to signing out a City vehicle, the Traveler should obtain regular and after-hours telephone numbers for Fleet Maintenance to report any such problems if they occur.

ii. Private Vehicles

Private vehicle mileage will be reimbursed at the IRS Standard Mileage Rate and approved by the City Manager.

Mileage reimbursement requests should be based on using mileage obtained from Mapquest.com or actual odometer readings. Mileage using a personal vehicle shall always be calculated from the workplace. If the Traveler leaves directly from or drives directly back to home, normal commuting miles to the Traveler's workplace must be subtracted from the total trip mileage in calculating the reimbursement due.

Mount Holly Fiscals Procedures Policy

iii. Rental Cars

Use rental cars only when they are the most economical or practical form of transportation. Minimal incidental personal use is permitted. Decline insurance on rental cars. Car rentals, when pre-authorized and necessary, must be arranged by the individual traveler. Car rental charge receipts must be turned in with the employee expense statement to receive reimbursement. Car rental charges, not pre-approved, will require clear justification and approval by the Department Head/Chief Officer.

iv. Public Transportation

Public Transportation (i.e., bus, taxi, subway) will be reimbursed for necessary business travel.

v. Air Travel

Air travel arrangements should be made for the lowest available fares as dictated by the travel circumstances and time constraints.

Discount airfares should be sought when travel plans are definite and discount fares are available. When a discount fare requires a stay over Saturday night and is not necessary to fulfill the business requirements of the trip the overall economic benefit of the price difference and additional costs must be analyzed. When economically justified, a Saturday stay-over fare is encouraged.

Air travel must be coach or business class (not first class unless traveler pays the difference in price).

Travelers should exercise due caution when purchasing a non-refundable ticket. Note: In case of trip cancellation; only the original passenger is able to apply the fare toward another ticket in the future (within 12 months).

Travelers are personally responsible for any additional costs incurred due to missed flights unless approved by the Chief Officer/Department Head. Permissible grounds for missed flights include but are not limited to family emergencies, illness of the traveler, and business related reasons.

The City of Mount Holly generally pays invoices for airline tickets directly to the travel agency arranging the ticket. The cost of direct paid airfares is to be shown on employee expense statements. This will include cancellation penalties or nonrefundable tickets not used.

vi. Parking

Charges for hotel parking or public parking; where the hotel does not provide

Mount Holly Fiscals Procedures Policy

free parking will be reimbursed in addition to meals and lodging costs. Valet parking will not be reimbursed by the City of Mount Holly, unless it is the only parking available.

Airport parking; when necessary will be reimbursed on actual cost basis only when receipt is turned in with expense report.

(C) Meals and Lodging

a) Per Diem

Per Diem rates will be set annually during the budget process each year. Depending on the rate the City Manager may elect to require receipts even for per diem. Travelers may choose either per diem or actual cost reimbursement. The choice is made in advance and for the entire duration of the trip. One may not use per diem for a day or days and actual cost reimbursement for other day(s) of the same trip. It should be noted that under both methods of reimbursement, lodging receipts are still required.

When meals are furnished at nominal or no cost or are included in the registration fee, the applicable per diem allowance should be deducted from the advance request.

If light refreshments are furnished, no deduction of the Meals & Incidentals allowance is required. Deduction for continental breakfast is not required.

Lodging reservations are to be made by the individual traveler. When making reservations cost must be of considerable importance. Cost of lodging should be weighed versus distance from business location.

When making hotel arrangements, ask for lowest rates available. The City of Mount Holly qualifies for the governmental rate and the corporate rate.

b) Actual Expenses

Actual reasonable expenses for meals including tip (limited to 15%) will be reimbursed to the individual traveler.

Reimbursement will not be made for any meal served where the cost is included in the cost of the event.

Lodging reservations are to be made by the individual traveler. When making reservations cost must be of considerable importance. Cost of lodging should be weighed versus distance from business location.

When making hotel arrangements, ask for lowest rates available. The City of Mount Holly qualifies for the governmental rate and the corporate rate.

Mount Holly Fiscals Procedures Policy

Lodging and meal expenses will be reimbursed only for the traveler. Non-traveler expenses will not be paid nor reimbursed by the City of Mount Holly.

No-show fees are the responsibility of the individual traveler unless the cause is sickness, an emergency, business or other reason approved by the City Manager or Assistant City Manager. All non-approved no-show related costs will be borne by the traveler.

All Meal receipts for actual expenses should be detailed. A signed credit card receipt is not sufficient documentation for reimbursement purposes.

c) **Phone Calls and Communication Costs**

Charges for telephone and facsimile transmission are eligible for reimbursement if City business requires such communication and if such calls are properly identified on the Final Travel Expense Report. To obtain reimbursement, the Traveler must show the location and/or person called and the purpose of the call on the Final Travel Expense Report (or an attachment thereto). One phone call home, per day, up to a maximum length of 10 minutes, is also eligible for reimbursement, subject to proper identification on the Final Travel Expense Report.

d) **Ineligible Expenses**

Non-reimbursable personal expenses include but are not limited to the following:

1. In-room movies, theater tickets, golf fees, and alcoholic beverages.
2. Costs of spouse and or other family members or personal guests.
3. Parking tickets, fines and other penalties.

4.5 LOCAL MILEAGE

The City of Mount Holly encourages travelers to use City owned vehicles when conducting City business.

In situations where a City owned vehicle is not available prior approval to use a personal vehicle must be obtained from the City Manager, Assistant City Manager or Finance Officer.

Local mileage will be reimbursed at the IRS Standard Mileage Rate and approved by the City Manager.

4.6 OTHER TRAVEL GUIDELINES

a. **Documentation and Accountability**

The travel and advance report should be completed as follows:

Mount Holly Fiscals Procedures Policy

Lodging and meal expenses will be reimbursed only for the traveler. Non-traveler expenses will not be paid nor reimbursed by the City of Mount Holly.

No-show fees are the responsibility of the individual traveler unless the cause is sickness, an emergency, business or other reason approved by the City Manager or Assistant City Manager. All non-approved no-show related costs will be borne by the traveler.

All Meal receipts for actual expenses should be detailed. A signed credit card receipt is not sufficient documentation for reimbursement purposes.

c) Phone Calls and Communication Costs

Charges for telephone and facsimile transmission are eligible for reimbursement if City business requires such communication and if such calls are properly identified on the Final Travel Expense Report. To obtain reimbursement, the Traveler must show the location and/or person called and the purpose of the call on the Final Travel Expense Report (or an attachment thereto). One phone call home, per day, up to a maximum length of 10 minutes, is also eligible for reimbursement, subject to proper identification on the Final Travel Expense Report.

d) Ineligible Expenses

Non-reimbursable personal expenses include but are not limited to the following:

1. In-room movies, theater tickets, golf fees, and alcoholic beverages.
2. Costs of spouse and or other family members or personal guests.
3. Parking tickets, fines and other penalties.

4.5 LOCAL MILEAGE

The City of Mount Holly encourages travelers to use City owned vehicles when conducting City business.

In situations where a City owned vehicle is not available prior approval to use a personal vehicle must be obtained from the City Manager, Assistant City Manager or Finance Officer.

Local mileage will be reimbursed at the IRS Standard Mileage Rate and approved by the City Manager.

4.6 OTHER TRAVEL GUIDELINES

a. Documentation and Accountability

The travel and advance report should be completed as follows:

Mount Holly Fiscals Procedures Policy

For advances – Request should be submitted at least seven days prior to travel. If the travel advance requires a mailed payment for lodging and or registration the request should be submitted at least fourteen days prior.

For reimbursement – Request should be submitted no more than five days after the completion of the trip. If circumstances prevent completing the expense statement within in appropriate time frame, the Finance Officer should be notified immediately, otherwise the traveler may forgo any reimbursement due them.

*****These general policies are not expected to address every issue, exception or contingency that may arise in the course of City travel. Accordingly, the basic standard that should always prevail in dealing with exceptions is the exercise of good judgment in the use and stewardship of the City's resources. Unless otherwise specified herein, exceptions will require the approval of the City Manager and or the Financial Officer or his/her designee.*****



City of Mount Holly Action Agenda Item

To: Mayor and City Council From: David E. Johnson, PE	Date: September 7, 2016 Meeting Date: September 12, 2016
Agenda Item to be considered: Release of the cash security deposit of \$52,022.00 by JP Development Group, LLC for Dutchman's Ridge Map 2 infrastructure improvements. 	
Will this require a public hearing? ☐ YES ☒ NO	
Background/Purpose of Request : The Dutchman's Ridge Map 2 roads and associated infrastructure were accepted for maintenance by the city Council on October 8, 2012. On October 16, 2012, the City agreed to accept cash (\$52,022.00) as security for the maintenance of the Map 2 infrastructure improvements. The staff has been working with the developer, East Dutchman, LLC to complete the punch list work since building operations resumed in 2015. The developer milled all of the Map 2 roads and placed 2-inches of asphalt surface on the roads and replaced several sections of curb. The infrastructure improvements were inspected by staff and determined acceptable in accordance with our Land Development Guidelines. We are recommending to the Council that the cash security deposit be released for Dutchman's Ridge Map 2. 	
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: <u>Recommend release of the cash security deposit</u>	
Result of City Council Decision: 	
Attachments: supporting documentation	



CITY of MOUNT HOLLY

Bryan Hough, Mayor
David Moore, Mayor Pro Tem
Jerry Bishop, Councilman
Carolyn Breyare, Councilwoman
Jim Hope, Councilman
J. Jason Gowen, Councilman
Perry Toomey, Councilman
Danny Jackson, City Manager

400 East Central Avenue • Post Office Box 406 • Mount Holly, North Carolina 28120 • 704-827-3931 • fax 704-827-5672 • www.mtholly.us

October 16, 2012

BB&T
Robert Dennehy
200 South College Street, 2nd Floor
Mail Code: 500-01-02-00
Charlotte NC 28202

Dear Mr. Dennehy:

The City of Mount Holly is currently holding a Letter of Credit #9511411251/00005 in the amount of \$83,121.00 guaranteeing the installation of the required improvements for Dutchman's Ridges Phase 2.

Based on the engineering analysis by Yarborough, Williams & Houle and our own confirmations, Mount Holly has agreed to amend and reduce the exposure of this remaining bond to \$52,022.

A cash deposit payment to City of Mt Holly will relieve any future responsibility that BB&T may have regarding this LOC or relating responsibility to it. The "satisfied" LOC will then be returned to BB&T.

I would like your confirmation of intent and schedule as soon as practical so we can avoid any last minute rush as we approach the actual expiration of the LOC on November 6, 2012.

Please call me at 704-951-3020 if there are any questions.

Sincerely,

Lisa Hagood, PE
City Engineer

REDUCED
LOC
(CASH)

THIS DOCUMENT CONTAINS A TRUE WATERMARK - HOLD TO LIGHT TO VIEW

OFFICIAL CHECK

5004992158

ISSUING BRANCH Charlotte/Mail/6053670

DATE November 2, 2012

PAY TO THE ORDER OF City of Mount Holly

BB&T 5520 2012/11/02

\$ 32,022.00

DOLLARS

BB&T

Disbursement of Letter of Credit #9511411251700005
From BB&T to City of Mount Holly for JP Development Group, LLC

AUTHORIZED SIGNATURE
[Signature]

"5004992158" 0514023690001019010097"



MEMO

TO: David Johnson P.E.
FROM: Derek J Dixon
DATE: 8/4/16
RE: Dutchman's Ridge Map 2-Punch list repairs.

Today Red Clay (Developer Paving Contractor) came back to finish milling and start paving Map 2 of Dutchman's Ridge. The developer wants to close out map 2. During evaluation of our infrastructure this past spring we noted that the asphalt in the Augustus Lane section of map 2 was to the point of disrepair. The builder had destroyed this section of pavement. We had agreed to let the developer remove the current pavement in this section and pave it back.

While Red Clay was removing this section Justin Cobb measured sections of existing pavement that was being removed. His average thickness of his measurements was 1.75" which is slightly thicker than the plan thickness for this lift. Due to the over thickness of the pavement being removed and the current elevation of the stone we will receive 3-4" of pavement in this section.

The other road sections of Map 2 were not in this bad of condition and did not require repair to this extent. Due to the amount of time the developer took from evaluation in March until today the developer made a mistake and did not relay this to Red Clay. Before we knew Red Clay was onsite; Red Clay had milled 1.0" off the side streets. They plan to put back 2.0" of pavement to bring the side streets to final grade. We will now have an excellent road structure in Dutchman's Ridge Map 2 that will last for years to come.

East Dutchman, LLC

August 11, 2016

RECEIVED
AUG 15 2016

Mr. Derek Dixon
Site Inspector
City of Mount Holly
400 East Central Avenue
Mount Holly, NC 28120

CITY OF MOUNT HOLLY
PER _____

RE: Record Map 2, Dutchmans Ridge

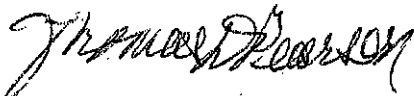
Dear Mr. Dixon:

Attached is Record Map 2 of Dutchmans Ridge subdivision. We have completed the final punch list to complete the development of this phase. We are requesting a release of the \$52,022 cash bond the city is holding. Please send the funds to this address. We did this under JP Development Group, LLC and we have assigned the rights to these funds over to East Dutchman, LLC.

Call me if you have any questions.

Sincerely,

EAST DUTCHMAN, LLC



Thomas D. Pearson
Managing Partner

Date Received _____
Approved By _____
Account No. _____
Date Approved _____

[illegible][illegible][illegible]

...in and for the forested
...a true copy of document

[illegible]

ROCKY HILL COUNTY

North Carolina
Gaston County
15455
Apt 100

[illegible]

ROAD TO PORT OF SPAIN

ROAD TO PORT OF SPAIN

ROAD TO PORT OF SPAIN

ROAD TO PORT OF SPAIN

ROAD TO PORT OF SPAIN

PORT OF SPAIN

PORT OF SPAIN

PORT OF SPAIN

N

S

0 100

•

[illegible]

[illegible]

10



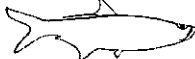
MEMO

TO: David Johnson P.E.
FROM: Derek J Dixon
DATE: 9/6/16
RE: Beaty Rd./Ferstl Dr. Intersection Improvements warranty release

David,

Tarpon Construction has completed all one year warranty items on the above project to my approval. They may be released from the maintenance bond currently held at this time.

Tarpon Construction, Inc



1005 Dallas-Bessemer City Hwy. • Gastonia, NC 28052 • 704-629-2030

August 6, 2016

City of Mt. Holly
400 E. Central Ave.
Mt. Holly, NC 28120

Attn: Mr. Derek Dixon
Re: Beaty Rd./Ferstl Dr. Intersection Improvements

Dear Mr. Dixon,

Per the original agreement on the above referenced project we would request release of the maintenance bond as of this date. All the mentioned items have been attended to at the one year walk through.

As always we appreciate the opportunity to serve the construction needs of the City of Mt. Holly and hope to hear from you regarding future projects. If there are any questions or you need me for any reason my cell number is 704 634 5720. We look forward to hearing from you in the future.

Sincerely,

Ben Bumgardner



City of Mount Holly Action Agenda Item

To: Mayor and City Council	Date: September 8, 2016
From: Miles Braswell, Asst. City Manager	Meeting Date: September 12, 2016
Agenda Item to be considered:	
Surplus Property	
Will this require a public hearing? ☐ YES ☒ NO	
Background/Purpose of Request:	
The following attachment contains two (2) vehicles that need to be considered surplus.	
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: Declare property surplus per the attachment	
Result of City Council Decision:	
Attachments: Resolution and Surplus Property List	

**RESOLUTION OF THE CITY OF MOUNT HOLLY, NORTH CAROLINA FOR
DECLARATION OF SURPLUS PROPERTY AND SALE OF PROPERTY VIA
PUBLIC OR ELECTRONIC AUCTION OR BY MEANS OF EXCHANGE OF
PROPERTY**

WHEREAS, G.S. 160A-267 authorizes the City Council to dispose of surplus property, and authorizes the sale of surplus property by means of private sale, public auction, electronic auction or exchange of property, and

WHEREAS, the City Manager has reviewed the attached list "Attachment A" and declared the items surplus and unusable personal property; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Mount Holly does hereby authorize the City Manager to conduct a sale of the surplus and unusable City personal property by means of a private sale, public or electronic auction, or an exchange of property.

Adopted on this 12th day of September, 2016.

SIGNED:

Mayor Bryan Hough

ATTEST:

Amy R. Miller, City Clerk

<u>Department</u>	<u>Qty</u>	<u>Equipment/ Vehicle Year</u>	<u>Equipment/ Vehicle Make</u>	<u>Model</u>	<u>VIN or Serial #</u>	<u>Description</u>	<u>Known problems</u>
Admin	1	2003	Oldsmobile	Alera	1G3NL52F03C169241	Car	None
Streets	1	1996	Ford	Explorer	1FMDU35P4VUA51011	SUV	Power draw kills battery



City of Mount Holly Action Agenda Item

To: City Council	Date: 9-7-16
From: Jonathan Wilson	Meeting Date: 9-12-16
Agenda Item to be considered: Approval of the Certificate of Sufficiency regarding Gaston County Tax Parcel #'s 202122, 202120, 181214, 181227 and 202690.	
Will this require a public hearing? ☐ YES ☒ NO	
Background/Purpose of Request: As required by State Law a Certificate of Sufficiency has to be approved by the City Council before a piece of property can be considered for annexation. In regard to the proposed annexation of Gaston County Tax Parcel #'s 202122, 202120, 181214, 181227 and 202690, the City Attorney has processed the mentioned Certificate and is submitting it to the City Council for approval.	
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: Motion to approve the Certificate of Sufficiency for Gaston County Tax Parcel #'s 202122, 202120, 181214, 181227 and 202690	
Result of City Council Decision: _____	
Attachments: Will be prepared and handed out Monday before the meeting.	

**City of Mount Holly
Mount Holly City Council Meeting
Monday, August 8, 2016
Council Chambers
7:00 pm**

Call to Order

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

Mayor Bryan Hough	Danny Jackson, City Manager
Mayor Pro Tem David Moore	Greg Beal, Planning Director
Councilman Jerry Bishop	Ryan Baker, Fire Chief
Councilwoman Carolyn Breyare	Ray Clemmer, Assistant Director of Utilities
Councilman Jeff Meadows	Dave Johnson, Utilities Director/City Engineer
Councilman Jim Hope	Don Roper, Chief of Police
Councilman Perry Toomey	Miles Braswell, Assistant City Manager
Kemp Michael, City Attorney	Africa Otis, Finance Officer

Invocation

Dr. Kendall Cameron, Pastor at Mount Holly First Baptist Church gave the invocation.

Pledge of Allegiance

Boy Scout Troop 59 of the First United Methodist Church in Mount Holly led attendees in the Pledge of Allegiance.

Set the Agenda

With no changes to the agenda, Mayor Pro Tem Moore made a motion to approve the agenda as presented. Councilman Toomey seconded the motion. All Council Members voted in favor. (Motion carried)

CONSENT AGENDA

1. Approval of Liens for Weeds and Grass
 - 228 Piedmont Ave
 - 109 McLean Street
2. Approval of Amendment to the Fee Schedule
3. Budget Amendment (appropriation from federal asset forfeiture to the PD budget)
4. Approval of a Resolution Declaring Surplus Property
5. Appointment of existing member of Planning Commission to the Zoning Board of Adjustment
6. Call for a public hearing, regarding a request by Michelle Cawn, for a rezoning of a parcel at 133 West Catawba Avenue, Tax Parcel #124141, from O-I Office and Institutional to R-10 Single Family
7. Call for a Public hearing, regarding a request by Staff, for a text amendment to Article 3, 5, 6, and 7 of the Zoning Ordinance to reflect recommended uses with definitions.
8. Approval of the minutes of the July 11, 2016 Council Meeting
9. Approval of the minutes of the July 25, 2016 Work Session Meeting

Councilwoman Breyare made a motion to approve the consent agenda. Councilman Meadows seconded the motion. All Council Members present voted in favor. (Motion carried)

PRESENTATIONS

1. Presentation to City Staff for Participation with Student @ Work

Mr. McGlohon commented that it is a delight to be here to honor Mr. Jackson and his staff. He advised that the City of Mount Holly management staff took time out of their day to work with the students in the Students @ Work project. City staff spoke with the students about every aspect of the city operations. Mr. Jackson had the streets vehicles, police vehicles, and fire vehicles on display for the students when they

arrived. Mr. McGlohon concurred that the Students @ Work Program has touched 128,000 students since its beginning in 2011. Other companies that were involved were Dole, Wix, and Firestone among others. Mr. McGlohon presented City Staff with a plaque in appreciation for their participation.

CLOSED SESSION

1. Closed Session - pursuant to N.C.G.S 143-318.11 (a)(3) motion to go into 1st Bishop 2nd Breyere

At this time Councilman Bishop made a motion to enter into closed session pursuant to NCGS 143-318.11 (a) (3). Councilwoman Breyere seconded the motion. All Council members present voted in favor. (Motion carried)

Councilman Bishop made a motion to return to open session. Councilwoman Breyere seconded the motion. All Council members present voted in favor. (Motion carried)

In open session, Councilman Meadows made a motion to enter into contract with Regional Developers LLC. Councilman Bishop 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. Councilman Toomey made the motion to adjourn the August 8, 2016 Council Meeting. Councilman Meadows seconded the motion. All Council members present voted in favor. (Motion carried)

The meeting adjourned at 7:57 p.m.

City of Mount Holly
Mount Holly City Council Work Session Meeting
Monday, August 22, 2016
Council Chambers
6:30 pm

Call to Order

Mayor Hough called the meeting to order at 6:30 pm. The following were present:

Mayor Bryan Hough	Danny Jackson, City Manager
Mayor Pro Tem David Moore	
Councilman Jerry Bishop	David Johnson, City Engineer/ Director of Utilities
Councilman Jim Hope	Ryan Baker, Fire Chief
Councilman Perry Toomey	Mark Jusko, Recreation Supervisor
Councilman Jeff Meadows	Miles Braswell, Assistant City Manager
Councilwoman Carolyn Breyare	Don Roper, Police Chief
Attorney Kemp Michael	Greg Beal, Planning Director

Invocation

Councilwoman Carolyn Breyare led the Council, staff and attendees in prayer.

SET THE AGENDA

Mayor Hough advised that Closed Session will be removed from the agenda. With no additional changes, Councilman Bishop made a motion to approve the agenda as amended. Councilman Meadows seconded the motion. All Council Members voted in favor. (Motion carried)

1. Presentation of the Site Inspector Program

Mr. Johnson gave a report on all the different tasks the Site Inspector, Derek Davis is responsible for. He advised that the Site Inspector is a proactive position instead of the reactive. The Site Inspector is responsible for everything from tree inspection to driveway and is a part of all preconstruction meetings for city projects. Mr. Johnson advised that this is an ongoing process and the department is will continue to work on the procedures.

2. Update on the NCDOT Bicycle Planning Grant

Mr. DuPont advised that NCDOT has opened up the application submittal for the Bicycle Planning Grants. The deadline is December 10th and he is before Council tonight asking for direction on proceeding forward on the application process. It was the consensus of Council to move forward with the application process.

3. Update on the Catawba Crossings Project between I485 and Belmont

Mr. DuPont gave an update on the Catawba Crossings Project between I485 and Belmont. He advised that the proposed new route would be a multi lane connector from NC 279 to I485. There was further discussion regarding the effect the project would have on

Mount Holly. The feasibility study will help show the effects and the benefits the project will have on our region.

4. Adjourn

With no additional items for discussion, Mayor Hough entertained a motion to adjourn. Councilman Bishop made the motion to adjourn the August 22, 2016 Council Work Session Meeting. Councilman Toomey seconded the motion. All Council members present voted in favor. (Motion carried)

The meeting adjourned at 7:12 p.m.

PRESENTATIONS



City of Mount Holly Action Agenda Item

To: City Council	Date: September 8, 2016
From: Danny Jackson, City Manager	Meeting Date: September 12, 2016
Agenda Item to be considered: <i>Presentations #1 – Community Health Assessment</i>	
Will this require a public hearing? ☐ YES ☒ NO	
Background/Purpose of Request : <i>On Monday night Ms. Abby Newton who works for the Gaston County Department of Health & Human Services (DHHS) will present the 2015 Gaston County Community Health Assessment. The assessment was prepared by DHHS with collaboration from CaroMont Health, Gaston Together and United Way of Gaston County. The overall objective of the assessment is to build a healthier Gaston County.</i>	
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: <i>N/A</i>	
Result of City Council Decision: _____	
Attachments: <i>2015 Gaston County Community Health Assessment</i>	

2015 Community Health Assessment

Abigail Newton
Special Projects Manager

HEALTH & HUMAN SERVICES



Background

- What is the Community Health Assessment?
 - Required of NC local health departments every 3 to 4 years
 - Describes health-related measures and community opinions about county health issues
 - Cooperative journey with local stakeholders
 - CaroMont Health, Gaston Community Healthcare Commission, United Way, and others

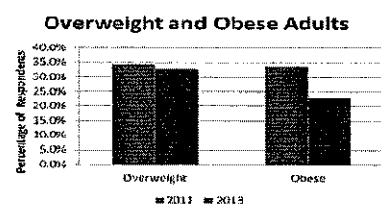


General Summary

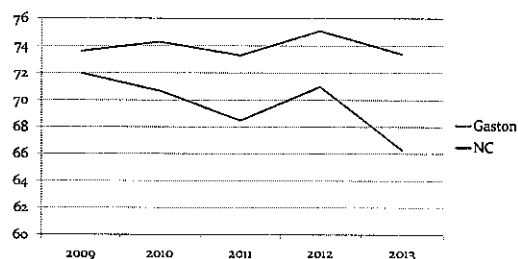
- Queried and assessed sample of County resident opinions about health and community issues
 - Community Leaders: web-based
 - Community Residents: paper- and web-based
 - High school Juniors: paper-based
 - Low-income residents: in-person, tablet device
 - A few surveys were administered by phone in Spanish
- Mostly closed-ended, rating-scale questions



Obesity



Physical Activity Trends



STDs

Gaston County Sexually Transmitted Diseases and HIV/AIDs, 2007-2011 and 2009-2013, Rates per 100,000

Disease	2011	2013
Chlamydia	693.5 (558)	604.7 (496.5)
Gonorrhea	172.5 (177.8)	163.9 (140.1)
Syphilis	2.9 (7.3)	2.4 (6.9)
HIV	15.0 (13.5)	14.9 (15.6)

Source: 2011 & 2013 NC SHS



Mortality

Gaston County leading causes of death, reporting periods 2007-2011 and 2009-2013.

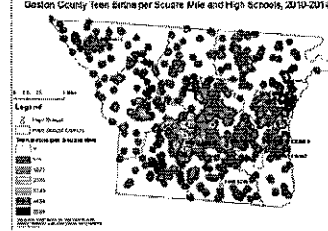
2007-2011 Leading Causes of Death	2009-2013 Leading Causes of Death
Heart disease: 2,396 deaths	Heart disease: 2,296 deaths
Cancer: 2,189 deaths	Cancer: 2,253 deaths
Chronic lower respiratory disease: 769 deaths	Chronic lower respiratory disease: 836 deaths
Stroke: 466 deaths	Stroke: 491 deaths
Unintentional injury: 405 deaths	Alzheimer's disease: 478 deaths

Source: NC State Center for Health Statistics (NC SCHS)



Teen Pregnancy

Gaston County Teen Births per 1,000 Live and High Schools, 2010-2014



Educational Attainment

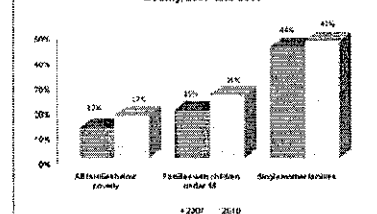
Gaston County Social Environment, 2007-2011 and 2009-2013. Rates per 100,000

Indicator	2007-2011	2009-2013
Education		
Educational Attainment		
Less than High School Diploma/GED	19.9%	19.0%
At least High School Diploma/GED	80.1%	81.0%
Bachelor's Degree or Higher	18.0%	18.0%
4-Year High School Cohort Rates		
Graduation Rate	75.4%	83.5%
Dropout Rate	4.6%	1.6%



Income

Percent of Families below Poverty Level, Gaston County, 2007 and 2010



Community Resource Priorities

Rank	All Respondents (n=150)	Teachers (n=20)	Readers (n=20)	Low-income (n=20)	High School (n=20)
1	The quality of K-12 education/Reads (56.6%)	Feasibility, sustainability and high-tech employment (34.4%)	Reads (70.0%)	How we promote the importance of education after high school (79.5%)	The quality of K-12 education (66.4%)
2	How we promote the importance of education after high school (79.5%)	The quality of K-12 education (38.4%)	Recruiting, recruiting and high-tech employment (55.0%)	Education and engaging county residents to solve community issues (56.8%)	Reads (67.8%)
3	Community resources for the elderly (60.0%)	Education and employment community residents to solve community issues (35.0%)	Community resources for the elderly (75.0%)	Small business development (45.0%)	Sidewalks (64.0%)
4	Personal and family safety (55.3%)	The general appearance of the community in which I live (54.5%)	The quality of K-12 education (75.0%)	Affordable child care (74.0%)	How we promote the importance of education after high school (59.3%)
5	Small business development (67.3%)	Feasibility (31.0%)	Water quality in our rivers and streams (75.0%)	Affordable housing/rental and other housing (75.0%)	Personal and family safety (59.0%)

Top 5 Community Health Issues

Rank	All Respondents	Teachers	Readers	Low-income	High School
1	Overweight and obesity (71.7%)	Overweight and obesity (62.5%)	Overweight and obesity (75.0%)	Illegal drug use (79.5%)	Teenage pregnancy (51.7%)
2	Illegal drug use (49.3%)	Illegal drug use (78.0%)	Illegal drug use (70.0%)	Overweight and obesity (79.0%)	Illegal drug use (69.1%)
3	Teenage pregnancy (49.3%)	High blood pressure (79.5%)	Prescription drug abuse (66.4%)	Prescription drug abuse (78.0%)	Overweight and obesity (66.7%)
4	Alcohol abuse (62.5%)	Prescription drug abuse (72.5%)	Alcohol abuse (64.0%)	Lack of health care for uninsured persons (53.7%)	Alcohol abuse (66.4%)
5	Prescription drug abuse (44.0%)	Diabetes (70.0%)	Teenage pregnancy (58.0%)	Teen pregnancy (74.5%)	Mental health (41.8%)



City of Mount Holly Action Agenda Item

To: City Council From: Danny Jackson, City Manager	Date: September 8, 2016 Meeting Date: September 12, 2016
<i>Agenda Item to be considered: Presentations #2 – Resolution Honoring Daphne Barton for her Years of Service Volunteering with the Mount Holly Christmas Parade</i>	
Will this require a public hearing? ☐ YES ☒ NO	
<i>Background/Purpose of Request :</i> On Monday night the Mount Holly City Council will present a Resolution to Ms. Daphne Barton for her many years of volunteering as a Coordinator of the Mount Holly Christmas Parade.	
<i>Fiscal Impact:</i>	
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: N/A	
Result of City Council Decision: 	
Attachments:	

**A PROCLAMATION HONORING DAPHNE BARTON
FOR HER VALUABLE VOLUNTEER CONTRIBUTIONS
TO THE CITY OF MOUNT HOLLY**

WHEREAS, Daphne Barton served as Chairperson of the Mount Holly Christmas Parade from 1989 through 2014, and with the assistance of Wanda McElveen was instrumental in developing our Christmas Parade into perhaps the biggest and best in Gaston County; and,

WHEREAS, the "Parade Lady," as she came to be called, efficiently and expertly discharged a vast array of responsibilities including: the assembly of up to 150 groups, coordination of floats, raising the necessary funds, guaranteeing the appearance of the guest of honor, Santa Claus, hugging the children that run up to her, ensuring beautiful weather, and holding the horses until the end of the parade for obvious reasons; and,

WHEREAS, the sights, sounds, and spectacle of the Mount Holly Christmas Parade under Daphne's guidance has become one of the finest traditions of our City, enjoyed by thousands of children and adults alike, coming from throughout Gaston County and beyond; and,

WHEREAS, Daphne Barton has demonstrated the importance of volunteerism by citizens that care enough to invest their time and talents in worthwhile projects for the benefit of all.

NOW, THEREFORE, the City Council and Mayor do hereby extend their deep appreciation for the dedicated and effective service to our community rendered by Daphne Barton in making the Mount Holly Christmas Parade an important part of the Holiday season in our City.

This the 12th day of September, 2016.

CITY OF MOUNT HOLLY

By: _____
Bryan M. Hough, Mayor

Attest:

Amy Miller, City Clerk



City of Mount Holly Action Agenda Item

To: City Council	Date: September 8, 2016
From: Danny Jackson, City Manager	Meeting Date: September 12, 2016
<u>Agenda Item to be considered:</u> <i>Presentations #3 – Introduction of the new Principal at the Mount Holly Middle School</i>	
Will this require a public hearing? ☐ YES ☒ NO	
<u>Background/Purpose of Request :</u> <i>On Monday night the Mount Holly City Council will be introduced to the new Principal at the Mount Holly Middle School, Mrs. Jamie Peoples. Mrs. Peoples is the wife of former Cramerton Town Manager and current Gastonia Assistant City Manager, Michael Peoples.</i>	
<u>Fiscal Impact:</u>	
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: <i>N/A</i>	
Result of City Council Decision: 	
Attachments:	



City of Mount Holly Action Agenda Item

To: City Council

Date: 9-6-16

From: Chief Roper

Meeting

Date: 9-12-12

Agenda Item to be considered: Introduction of MHPD Police Chaplain Corps.

Will this require a public hearing? ☐ YES ☒ NO

Background/Purpose of Request: *The Police Department has been working with local Clergy to develop a MHPD Chaplain program for the past several months. With the help of Rev. Max Pendleton, Rev. Angela Pleasants, Rev. Charles McCorkle, and Rev. Dump Harper, the program has been established with guidelines and a policy in place. These four Pastors have committed to serving as Chaplains, and we would like to introduce them to the Council and community.*

Fiscal Impact:

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

Manager/Staff Recommendation:

Result of City Council Decision:

Attachments: (Chaplain Intro)

1. Rev. Max Pendleton, Catawba Heights Baptist Church (Ret.)
2. Rev. Angela Pleasants, First United Methodist Church
3. Rev. Charles McCorkle, Wesley Chapel Holiness Church
4. Rev. Dump Harper, Rhythm Church

PUBLIC HEARINGS



City of Mount Holly Action Agenda Item

To: City Council From: Brian DuPont	Date: 9-7-16 Meeting Date: 9-12-16
Agenda Item to be considered: Public hearing, regarding a request by Staff, for a text amendment to Article 3, 5, 6, and 7 of the Zoning Ordinance to reflect amended uses.	
Will this require a public hearing? ☒ YES ☐ NO	
Background/Purpose of Request : Planning and Development staff have recognized the need for certain uses to be amended for regulation in the Zoning Ordinance. The goal of the amendments is to be proactive in the type of businesses that may come to the City and would not be permitted without such amendments. This adds a step through the Text Amendment process, which could delay one of these businesses. Staff has recognized the need to be proactive rather than reactive for certain uses or businesses that are approaching other municipalities in North Carolina. Staff has also recognized the need to limit certain uses in the Central Business District (B-1) of Mount Holly. The B-1 Zoning District is a limited area in size and permitted uses in this district are confined in one area of the City versus other commercial areas that have the ability to expand through rezoning or annexation into the City (B-2, B-3, L-1, H-1). Addition of Uses The uses recommended for addition to the Zoning Ordinance are Cluster Mailboxes, Brewery, Brew-pub, Distillery, Microbrewery, Outfitter, Taproom, and Winery. These are the types of uses that are looking for municipalities across the region. They are only recommended to be permitted uses in certain districts. Limitation of Certain Uses in B-1 Certain uses currently exist in the Zoning Ordinance, which staff is only recommending restriction of them in the B-1 Zoning District. The uses are Educational and Institutional Uses and Business & Professional Services. <u>If the use is existing/operating in the B-1:</u> •Would that use be allowed to remain? Yes. (Note 12 or 13, Part B.1, 2nd paragraph) •Would that use be allowed to expand or construct new facilities? Yes. (Note 12 or 13, Part B.2) •Would the use be able to expand onto an adjacent property zoned B-1? No, unless the use is already existing on that adjacent property. (Note 12 or 13, Part B.2, 2nd paragraph) •Would they be able to expand onto an adjacent property not zoned B-1? Yes. (Note 12 or 13, Part B.2, 2nd paragraph) <u>If they are NOT existing/operating in the B-1:</u> •Would they be able to locate in the B-1 District? No. (Note 12 or 13, Part B.1, 1st paragraph) •Would they be able to locate in another District in Mount Holly? Yes. These recommendations are supported by the Strategic Vision Plan under Part 3, Small Area Plans it calls to, "encourage a mix of pedestrian-scale uses, such as storefront retail aimed at a diverse consumer base". Planning Commission opened and closed the public hearing with no one giving public comment. Planning Commission voted to table to the decision and did not give a recommendation to Council.	

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:

Request that City Council adopt the proposed amendments to Articles, 3, 5, 6, and 7 of the Zoning Ordinance.

Attachments:

1. Articles with Proposed Amendments
2. Map of B-1 Area

Article 3.11 Accessory Buildings and Structures

F. Cluster Mailbox:

- (1) The US Postal Office will work with builders and developers to determine the best mode for mail delivery, prior to extending or establishing delivery service.
- (2) Evergreen shrubs shall be provided in the vicinity of each Cluster Mailbox(es) to promote high quality appearance and good design. The number, location and height of such landscape material shall be appropriate to the specific location, based on available planting area, topography, and safety considerations, as determined by the Planning Director or designee. The maximum height of any such shrubs located in the public right-of-way or within a sight triangle shall follow Section 3.15.
- (3) Location of the Cluster Mailbox(es) shall take into consideration and promote non-motorist access as much as possible, as determined by the Planning Director or designee.
- (4) The following table will help guide the number of required off-street parking spaces based on the number of mailboxes:

Number of Mailboxes	Parking Spaces Required
0-20	1
21-60	2
61-80	3
81-100	4
101 or more	4 plus 1 per each additional 50 mailboxes or portion thereof above 100

Article 3.26.1, General Definitions

Cluster Mailbox

A business and residential mail delivery service from a convenient central location as required by the United States Postal Service. Centralized mail delivery equipment can be in the form of any "clustered" type mailbox – including free-standing, pedestal-mounted cluster box unit (CBU), or other cluster mailboxes mounted in a wall, kiosk, or shelter.

Brewery

A place where beer is made commercially.

Brew-pub

A commercial establishment which meets the definitions of a restaurant under the requirements of this Ordinance and North Carolina ABC laws, which establishes a minimum percentage of sales of food; and which brews beer and malt beverages primarily for the purposes of on premises consumption.

Distillery

A commercial establishment which meet the definition by the State for production of "Spirituous liquor" or "liquor" means distilled spirits or ethyl alcohol, including spirits of wine, whiskey, rum, brandy, gin and all other distilled spirits and mixtures of cordials, liqueur, and premixed cocktails, in closed containers for beverage use regardless of their dilution.

Microbrewery

An establishment where beer is made on premises for in-house consumption and may be sold at wholesale or retail off premises.

Outfitter

An establishment that sells clothing, equipment, and services, especially for outdoor activities.

Taproom

A room in which alcoholic drinks, especially beer, are available on tap as part of a microbrewery, brew-pub or distillery as approved by this ordinance and complies with North Carolina ABC laws. Also referred to as a "tasting room".

Winery

An establishment or facility that manufactures and bottles wine on the premises for sale to wholesalers and complies with North Carolina ABC laws.

Article 5.20 South Gateway Overlay District, B. Permitted Uses

Permitted Uses with Definitions

The following uses are allowed in the South Gateway Overlay District according to the standards set forth in Section 3.26.5, Definitions Relating to Gateway Overlay Districts. Note that the following uses with an "S" next to them indicate that a Special Use Permit is required per the guidelines found in Section 12.5 (B).

South Gateway Overlay District Permitted Uses with Definitions Retail Trade (Section 6.5)

Microbrewery S	
Brew-pub	
Outfitter	

Article 6, Table of Permitted and Special Uses

Section 6.3 Education and Institutional Uses

Use Types	Note	SIC	R-A	R-20	R-12	R-10	R-8 SF	R-8 MF	R-D	M-H-M-U	O & I	B-1	B-2	B-3	L-1	H-1
ambulance services		4119									X	X	X	X		
cemetery		6553	X	X	X						X		X	X		
* churches, synagogues & other associated activities	12	8661	X	X	X	X	X	X	X	X	X		X	X		
* colleges or universities	12	8220								X	X		X	X		
correctional institutions		9223														X
* day care centers (6 or more)	13	8322	X	X						X	X		X	X		
governmental, offices & facilities		0000	X	X	X	X	X	X	X	X	X	X	X	X	X	X
health and behavioral care facility		8059									X	X	X	X		
hospitals, public & private		8026								X	X	X	X	X		
libraries		8231								X	X	X	X	X		
museums or art galleries		8412								X	X	X	X	X		
* nursing and convalescent homes; congregate or group care	12	8050	X	X							X		X	X		
orphanages		8361									X		X	X		
philanthropic institutions		8399								X	X	X	X	X		
post offices		7389									X	X	X	X		
* psychiatric hospitals	12	8063									X		X	X		
public water & sewer lines; provided minimum water line is 6 inches & minimum sewer line is 8 inches unless otherwise specified by City		0000	X	X	X	X	X	X	X	X	X	X	X	X	X	X
retreat centers		0000	X	X						X	X	X	X	X		

Education and Institutional Uses

(continued)

Use Types	N o t e	S I C	R- A	R- 20	R- 12	R- 10	R- 8 SF	R- 8 MF	R D	M H M U	O & I	B- 1	B- 2	B- 3	L- 1	H- 1
* schools, including public schools & private schools, having a curriculum similar to those given in public schools	12	8211	X	X	X	X	X	X	X	X	X		X	X		
* schools, specialty training, such as cosmetology, vocation or trade services, not elsewhere classified, where no retail, wholesale, or repair is conducted	12	8249									X		X	X		
specialty hospitals		8069								X	X	X	X	X		

Business, Professional and Personal Services

[illegible]

Section 6.5

Retail Trade Uses

Use Types	N o t e	S I C	R- A	R- 20	R- 12	R- 10	R- 8 SF	R- 8 MF	R D	M H M U	O & I	B- 1	B- 2	B- 3	L- 1	H- 1
antique shops		5932								X		X	X	X		
apparel sales		5600								X		X	X	X		
appliance sales & service		5722								X		X	X	X		
art studios & galleries		8412								X	X	X	X	X		
arts & crafts sales		5999								X		X	X	X		
auction house (totally enclosed)		5999									X	X	X	X		
automobile & truck dealers; new & used		5511												X	X	
automobile parts & supply store		5531								X		X	X	X		
bakeries; retail		5461								X		X	X	X		
bicycle sales & repair		5941								X		X	X	X		
boat dealer; sale or repair		5551												X		
book stores		5942								X		X	X	X		
* brew-pub										X		X	X	X	X	
building supply dealers		5211												X		
camera & photography; sales & service		5946								X		X	X	X		
candy stores		5441								X		X	X	X		
carpet sales & storage		5713								X		X	X	X		
catalogue stores		5961								X		X	X	X		
clothing shops		5600								X		X	X	X		
computer sales		5734								X		X	X	X		
dairy product stores		5451								X		X	X	X		
department & variety stores		5300								X		X	X	X		
drug stores & pharmacies (no drive-thru)		5912								X		X	X	X		
drug stores & pharmacies (w/ drive-thru)		5912								S		X	X	X		
electronic product sales		5730								X		X	X	X		
fabric or piece goods store		5949								X		X	X	X		

Retail Trade Uses (continued)

Use Types	N o t e	S I C	R- A	R- 20	R- 12	R- 10	R- 8 SF	R- 8 MF	R D	M H M U	O & I	B- 1	B- 2	B- 3	L- 1	H- 1
microbrewery	30									S		S	S	S	X	X
newsstands		5994								X		X	X	X		
office supply store		5040								X		X	X	X		
optical goods sale		5995								X		X	X	X		
outfitter										X		X	X	X	X	X
paint, glass & wallpaper stores		5231								X		X	X	X		
pawn shop		5932											X	X		
pet stores		5999								X			X	X		
radio & television, stores & repairs		5731								X		X	X	X		
record stores (cd's)		5735								X		X	X	X		
recreation vehicles sales & service		5571												X	X	
restaurant		5812								X		X	X	X	X	
restaurant (w/ drive-thru)		5812										X		X	X	
restaurant (within other facilities; as long as principal use is permitted)		5812								X		X	X	X	X	X
service stations (gasoline)		5541											X	X		
shoe sales and/or repair		7251								X		X	X	X		
shopping centers & malls		5600								X		X	X	X		
sporting goods stores		5941								X		X	X	X		
tire dealers & service		5531												X		
tobacco stores		5993								X		X	X	X		
truck stops		5541												X		
video tape (dvd) rental & sales		7841								X		X	X	X		
woodworking shops (retail)		3553								X		X	X	X		

Manufacturing and Industrial Uses

[illegible]

Manufacturing and Industrial Uses (continued)

Use Types	N o t e	S I C	R- A	R- 20	R- 12	R- 10	R- 8 SF	R- 8 MF	R D	M H M U	O & I	B- 1	B- 2	B- 3	L- 1	H- 1
Sawmill or planning mills		2420														X
Signs		3993													X	X
soaps & cosmetics		2840													X	X
sporting goods & toys		3940													X	X
stone & clay products		3200														X
sugar & confectionary products		2060													X	X
surface active agents		2843														X
textile products (no dyeing & finishing)		2200													X	X
textile products (with dyeing & finishing)		2260														X
tires & inner tubes		2296														X
tobacco products		2100														X
tool products		3420													X	X
transportation & heavy equipment parts		3490													X	X
welding operations		7692													X	X
wood containers		2440													X	X
winery	30											S	S	X	X	X

*

Article 7, Special Requirement Notes to the Table of 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 (1) acre shall be required to establish any one of the above uses.
2. All structures including secondary and accessory structures shall be located a minimum of fifty (50) feet from any street line and property line.
3. Any use listed above located in a residential district on a site greater than three (3) acres shall have frontage on a collector or thoroughfare street.
4. Existing uses as described above which do not meet the one (1) acre minimum requirement of .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 Section 15.2 and the design guidelines found in Section 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.

Note 13 **Day care Centers (6 or more)**

- A. An adult or child day care center with six (6) or more attendees shall be operated as a principal use and subject to the following development standards:
1. An indoor activity area shall be provided equivalent to at least twenty-five (25) square feet per attendee.
 2. An outdoor activity area shall be provided equivalent to at least seventy-five (75) square feet per attendee and located outside of the street setback.
 3. Outdoor activity area(s) for children shall be enclosed by a security fence at least four (4) feet in height and located outside the street setback.
 4. Centers in a residential district on a site greater than three (3) acres shall have frontage on a collector or thoroughfare street.

✕ **B.**

1. Day Care Centers are prohibited as a permitted use in any existing building in the B-1 Central Business District.

However, they 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. Day Care Centers at the time of the adoption of this ordinance may construct or expand new facilities within the parcel the use currently resides on under Section 15.2 and the design guidelines found in Section 5.22 of the Zoning Ordinance.

However, they may not 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.

Note 30 Microbrewery, Brewery & Distillery

A. Microbreweries, breweries and distilleries must comply with the following guidelines as a Special Use in certain districts:

1. Microbrewery:

- a. A microbrewery may be allowed to have a tasting room, taproom, restaurant, retail, demonstration area, education and training facility or other use incidental to the microbrewery and open and accessible to the public as an accessory use.
- b. A taproom shall not exceed two thousand (2,000) square feet in area.
- c. A restaurant shall not be limited in size.
- d. A taproom and/or restaurant shall be required as any accessory use when the microbrewery within the MH-MUD, B-1, B-2 or B-3 zoning districts.
- e. A taproom associated with a microbrewery shall not be classified as a private club.
- f. Storage of materials shall comply with Section 3.23 and 10.1 of the Zoning Ordinance as applicable.

2. Brewery:

- a. Breweries in the B-1 and B-2 zoning districts shall be required to have minimum one (1) accessory use such as a tasting room/taproom, restaurant, retail, demonstration area, education and training facility or other use incidental to the brewery and open and accessible to the public:
 - i. The minimum size of the accessory use shall be 20% of the total square footage for the brewery, or 1,500 square feet, whichever is less.
- b. Maximum size for the brewery and accessory use(s): 15,000 square feet
- c. Storage of materials shall comply with Section 3.23 and 10.1 of the Zoning Ordinance as applicable.

3. Distillery:

- a. In the B-1 and B-2 zoning districts the maximum area devoted to production is 3,000 square feet.
- b. If taproom/tasting room is part of distillery, then maximum area devoted to production is 4,000 square feet.
- c. If the distillery is secondary to a restaurant as the principal use, then there is no maximum square foot restriction for the distillery operation.
- d. Storage of materials shall comply with Section 3.23 and 10.1 of the Zoning Ordinance as applicable.



OLD BUSINESS

NEW BUSINESS

OTHER BUSINESS

REPORTS

Mount Holly Parks & Recreation

Monthly Report

Sole Patrol- The Sole Patrol met 23 days during the month of August. The total attendance was 1003, with 66 different members attending. They met for a hot dog luncheon, monthly birthday party, and other activities.

Fitness Center- The Fitness Center was open 27 days August. The total attendance was 210, with 35 different members attending. Of the 35, 11 were paying residents, 19 were seniors, and 5 were employees.

Athletics- Fall sports' teams practiced throughout the month of August. We have 256 children participating in our fall soccer season. There are 76 girls participating in girls' volleyball, and 34 children participating in fall baseball. Games will begin this weekend.

Rentals & Special Events- The Tuckaseege Community Center was rented out three times during August. The estimated attendance was 490 people. The picnic shelters at Tuckaseege and River Street Park were rented out 14 times during the month, the estimated attendance was 420 people.

Food Truck Friday was held on Friday August 12 on South Main Street. Movies in the Park was held at Tuckaseege Park on Saturday August 20.

News & Notes- Our next Food Truck Friday will be this Friday September 9.

Parks & Recreation Commission will be held on Tuesday September 27 at 630pm.

Indoor Soccer registration will begin on October 3.

Incident Disposition Totals by Offense

MOUNT HOLLY POLICE

(08/01/2016 - 08/31/2016)

Offense:	Arrest/No Supp.:	Arrest/Oth. Agency:	Death of Offender:	Vic. Ref. to Cooper.:	Prosecut. Declined:	Extradit. Declined:	Located Missing:	Unfound.:	Reported:	Actual:	Further Invest.:
0110 - Murder & Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	1	1	0
0200 - Rape	0	0	0	0	0	0	0	0	1	1	1
0300 - Robbery	0	0	0	0	0	0	0	0	1	1	1
0410 - Aggravated Assault	0	0	0	0	0	0	0	0	1	1	1
0510 - Burglary - Forcible Entry	2	0	0	0	0	0	0	0	11	11	7
0520 - Burglary - Non-Forced Entry	0	0	0	0	1	0	0	0	4	4	3
0630 - Larceny - Shoplifting	0	0	0	0	0	0	0	0	1	1	1
0640 - Larceny - From Motor Vehicle	0	0	0	0	1	0	0	0	15	15	13
0650 - Larceny - Auto Parts & Accessories	0	0	0	0	0	0	0	0	2	2	1
0660 - Larceny - From Buildings	0	1	0	0	0	0	0	0	1	1	0
0690 - Larceny - All Other Larceny	0	1	0	0	0	0	0	0	20	20	16
0710 - Motor Vehicle Theft - Automobile	0	0	0	0	1	0	0	0	2	2	1
0810 - Simple Physical Assault	1	0	0	0	2	0	0	0	6	6	2
0890 - Simple Assault- All Other Simple Assault	0	0	0	0	0	0	0	0	1	1	1
1120 - Fraud - Obtaining Money/Property by False Pretense	0	0	0	0	0	0	0	0	1	1	1
1170 - Fraud - Impersonation	0	0	0	0	1	0	0	0	1	1	0
1190 - Fraud - All Other Fraud	0	0	0	0	0	0	0	0	2	2	1
1290 - Embezzlement - All Other Embezzlement	0	1	0	0	0	0	0	0	1	1	0
1330 - Possessing/Concealing Stolen Property	0	0	0	0	0	0	0	0	2	2	2
1400 - Criminal Damage to Property (Vandalism)	4	0	0	0	2	0	0	1	30	29	18
1780 - Child Molestation (Non-Assaultive)	0	0	0	0	0	0	0	0	1	1	1
1790 - All Other Sex Offenses	0	0	0	0	0	0	0	0	1	1	1
1810 - Drug Violations	6	0	0	0	0	0	0	0	6	6	0

Incident Disposition Totals by Offense

MOUNT HOLLY POLICE

(08/01/2016 - 08/31/2016)

Offense:	Arrest/No Supp.:	Arrest/Oth. Agency:	Death of Offender:	Vic. Ref. to Cooper.:	Prosecut. Declined:	Extradit. Declined:	Located Missing:	Unfound.:	Reported:	Actual:	Further Invest.:
1834 - Drug Violations - Equipment/Paraphernalia - Possessing/Concealing	5	0	0	0	0	0	0	0	5	5	0
1890 - Drug Violations - All Other Drug Violations	2	0	0	0	0	0	0	0	2	2	0
2030 - Child Neglect (Non-Assaultive)	1	0	0	0	0	0	0	0	1	1	0
2100 - DWI - Alcohol and/or Drugs	1	0	0	0	0	0	0	0	1	1	0
2450 - Drunk and Disruptive	2	0	0	0	0	0	0	0	2	2	0
2650 - Escape From Custody or Resist Arrest	1	0	0	0	0	0	0	0	1	1	0
2670 - Trespassing	0	0	0	0	0	0	0	0	1	1	1
2680 - City Ordinance Violations	0	0	0	0	0	0	0	0	1	1	1
2690 - All Other Offenses	3	0	0	0	0	0	0	0	7	7	2
4010 - All Traffic (except DWI)	7	0	0	0	0	0	0	0	7	7	0
4020 - Suicide	0	0	0	0	0	0	0	0	1	1	0
4040 - Non-Criminal Detainment (Involuntary Commitment)	0	0	0	0	0	0	0	1	1	0	0
8010 - Missing Persons	0	0	0	0	0	0	1	0	1	1	0
9910 - Calls for Service	0	0	0	0	0	0	0	2	7	5	5
Totals:	35	3	0	0	8	0	1	4	150	146	81

Arrest Status/Disposition Totals by Offense

MOUNT HOLLY POLICE

(08/01/2016 - 08/31/2016)

Offense:	Further Invest.:	Inactive:	Closed/Cleared:	Arrest/No Supp.:	Arrest/No Invest.:	Felony:	Misd.:	Juvenile:	Adult:	Offense:
0510 - Burglary - Forcible Entry	0	0	1	1	0	0	0	0	1	1
0630 - Larceny - Shoplifting	0	0	10	10	0	8	2	0	10	10
0690 - Larceny - All Other Larceny	0	0	1	1	0	0	1	0	1	1
0810 - Simple Physical Assault	0	0	2	2	0	2	0	0	2	2
1120 - Fraud - Obtaining Money/Property by False Pretense	0	0	1	1	0	1	0	0	1	1
1330 - Possessing/Concealing Stolen Property	0	0	2	2	0	2	0	0	2	2
1400 - Criminal Damage to Property (Vandalism)	0	0	2	2	0	0	2	0	2	2
1810 - Drug Violations	0	0	5	5	0	3	2	0	5	5
1834 - Drug Violations - Equipment/Paraphernalia - Possessing/Concealing	0	0	4	4	0	0	4	0	4	4
1890 - Drug Violations - All Other Drug Violations	0	0	1	1	0	0	1	0	1	1
2100 - DWI - Alcohol and/or Drugs	0	0	1	1	0	0	1	0	1	1
2450 - Drunk and Disruptive	0	0	2	2	0	0	2	0	2	2
2640 - Contempt of Court, Perjury, Court Violations	0	0	6	3	3	2	4	0	6	6
2650 - Escape From Custody or Resist Arrest	0	0	1	1	0	0	1	0	1	1
2660 - Parole & Probation Violations	0	0	1	1	0	1	0	0	1	1
2670 - Trespassing	0	0	2	2	0	0	2	0	2	2
2690 - All Other Offenses	0	0	9	7	2	7	1	0	9	9
4010 - All Traffic (except DWI)	0	0	11	9	2	0	11	0	11	11
Totals:	0	0	64	57	7	26	36	0	64	64

Citation Totals by Charge

MOUNT HOLLY POLICE

(08/01/2016 - 08/31/2016)

Charge:	Number of Charges:
Speeding (Misdemeanor)	1
Speeding (Infraction)	5
Improper Transportation Of Children	1
DWI	2
No Operator License	6
Driving While License Revoked	11
Expired Registration	7
Failure To Stop (Stop Sign/Flashing Red Light)	13
Running Red Light	3
No Insurance	3
Possess/Consume Alcohol - Passenger	1
Failure To Reduce Speed	3
Other (Misdemeanor)	9
Other (Infraction)	7
Other (2nd Charge - Misdemeanor)	8
Other (2nd Charge - Infraction)	14
Total:	94

Mt Holly PD
400 E CENTRAL AV MT HOLLY , NC 28120

CFS By Department - Select Department By Date
For MOUNT HOLLY POLICE 9/1/2016 - 9/30/2016

MOUNT HOLLY POLICE	Count Per Type	Type Percent for Dept
ALARM B	8	2.33%
ALARM R	6	1.74%
ANIMAL COMPLAINT	3	0.87%
ASSAULT AL OCC	3	0.87%
ASSIST FD/EMS	5	1.45%
ASSIST LE AGENCY	4	1.16%
ASSIST OTHER	6	1.74%
ATTEMPTED B & E	3	0.87%
B & E RES AL OCC	1	0.29%
B & E RES IN PROG	1	0.29%
B & E TO VEHICLE ALR OCC	1	0.29%
BANK ESCORT	1	0.29%
CHECK ROADWAY	7	2.03%
CHECK THE WELFARE	3	0.87%
CHILD CUSTODY	1	0.29%
CIVIL DISPUTE	1	0.29%
COMM SERV SPECIAL EVENT	2	0.58%
COMMUNICATING THREATS	2	0.58%
COURT	1	0.29%
DAMAGE TO PROPERTY	1	0.29%
DEATH NOTIFICATION	1	0.29%
DOMESTIC ARGUMENT	6	1.74%
DOMESTIC ASSAULT	1	0.29%
DOMESTIC ESCORT	2	0.58%
FOLLOW UP INVESTIGATION	7	2.03%
FOOT PATROL	2	0.58%
FOUND PROPERTY	1	0.29%
FRAUD	2	0.58%
FUNERAL ESCORT	1	0.29%
HANGUP 911	2	0.58%
HARRASSMENT	2	0.58%
HIT & RUN PD	3	0.87%
INFORMATION ONLY	12	3.49%
INTOXICATED DRIVER	3	0.87%
JUVENILE	3	0.87%
K9 DEPLOYMENT	2	0.58%
LARCENY AL OCC	5	1.45%
MV COLLISION PD	9	2.62%
MV COLLISION PI	3	0.87%
NOISE VIOLATION	5	1.45%
OBTAINING WARRANT	1	0.29%
PARKING VIOL	1	0.29%

MOUNT HOLLY POLICE	Count Per Type	Type Percent for Dept
PERSONAL ESCORT	3	0.87%
PROWLER	4	1.16%
PUBLIC NUISANCE BIKES/SKATEBOARDS/ATV/DIRT BIKES	1	0.29%
RECOVER STOLEN PROPERTY	1	0.29%
SCHOOL RES OFFICER	13	3.78%
SCHOOL TRAFFIC	2	0.58%
SERVE WARRANT	13	3.78%
SPECIAL ASSIGNMENT	11	3.20%
SPECIAL CHECK	76	22.09%
STRANDED MOTORIST	4	1.16%
SUSPICIOUS PERSON	11	3.20%
SUSPICIOUS VEH OCCUP	16	4.65%
SUSPICIOUS VEH UNOCCUP	13	3.78%
TRAFFIC OTHER	3	0.87%
TRAFFIC STOP	31	9.01%
TRESPASS	4	1.16%
VANDALISM AL OCC	2	0.58%
VERBAL ARGUMENT	2	0.58%
Total Records For MOUNT HOLLY POLICE	344	Dept Calls/Total Calls 100.00%
Total Records		344

PUBLIC WORKS REPORT

	JULY	2016	2015	2014
Water				
Daily Average (mgd)		2.875	3.139	2.670
Daily Maximum (mgd)		3.859	3.869	3.590
Daily Minimum (mgd)		2.393	2.449	2.110
Monthly Total (mg)		89.111	97.315	82.768
Customers				
Inside City Limits		5818	5690	5526
Outside City Limits		483	489	495
TOTAL		6301	6179	6021
Wastewater				
Daily Average (mgd)		1.939	1.989	2.067
Daily Maximum (mgd)		2.580	2.424	2.964
Daily Minimum (mgd)		0.998	1.045	0.780
Monthly Total Flow (mg)		60.107	61.662	64.071
American & Efird Total Flow (mg)		15.666	15.945	22.866
Customers				
Inside City Limits		5436	5307	5154
Outside City Limits		55	56	59
TOTAL		5491	5363	5213
Sanitation				
Number of Customers				
Residential		5077	4943	4849
Commercial / Industrial		151	148	147
Recycling		5190	5055	4923
Garbage Collected (tons)		470.02	398.05	413.02
General Yardwaste (tons)		89.54	89.49	55.47
Chipping (tons)		0.00	4.56	0.00
Leaves (tons)		0.00	0.00	0.00
Total Yardwaste (tons)		89.54	94.05	55.47
White Goods (tons)		0.00	0.00	0.00
Recycling (tons)		83.90	114.72	61.40