



June 24, 2013
Council Work Session Meeting

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

CITY OF MOUNT HOLLY
MOUNT HOLLY CITY COUNCIL WORK SESSION
Location: Council Chambers



June 24, 2013
6:30 P.M.

CALL TO ORDER BY THE MAYOR

INVOCATION

SET THE AGENDA

AGENDA

- | | |
|---|----------------------|
| 1. Presentation of the Pedestrian Plan | <i>Maya Agarwal</i> |
| 2. Consideration and Approval of End of Year Budget Amendments | <i>Jamie Guffey</i> |
| 3. Consideration and Approval of NCDOT Municipal Reimbursement Agreement | <i>Greg Beal</i> |
| 4. Consideration and Approval of an Ordinance Codifying the Amended
Mount Holly Code of Laws. | <i>Kemp Michael</i> |
| 5. Discussion of Land Swap for Property on North River Street | <i>Kemp Michael</i> |
| 6. Discussion of Allocation Fee for Wastewater Reserve Capacity | <i>James Friday</i> |
| 7. Discussion of a Request by the Mountain Island Village HOA to Transfer
Ownership of the Lift Station to the City | <i>James Friday</i> |
| 8. Discussion of Appointment/Reappointment to the Tourism
Development Authority | <i>Danny Jackson</i> |
| 9. Consideration and Approval of Two Additional Classic Car Cruise In
Dates (July 13 th and August 10 th) | <i>Danny Jackson</i> |
| 10. Adjourn | |

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3. Consideration and Approval of NCDOT Municipal Reimbursement Agreement *Greg Beal*
4. Consideration and Approval of an Ordinance Codifying the Amended Mount Holly Code of Laws. *Kemp Michael*
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9. Consideration and Approval of Two Additional Classic Car Cruise In Dates (July 13th and August 10th) *Danny Jackson*
10. Adjourn



City of Mount Holly Action Agenda Item

To: City Council	Date: 6-21-13
From: Brian DuPont	Meeting Date: 6-24-13
Agenda Item to be considered: Presentation by Ms. Maya Agarwal, Project Manager, for Alta/Greenways	
Will this require a public hearing? ☐ YES ☒ NO	
Background/Purpose of Request : A presentation by Alta/Greenways is required as part of the adoption process of the Comprehensive Pedestrian Plan. However, a draft of the plan is being presented at this meeting with future adoption by City Council coming at a later date.	
Fiscal Impact:	
Will Item affect current budget	☐ YES ☐ NO ☒ N/A
Reviewed by Finance Director	☐ YES ☐ NO ☒ N/A
Preaudit Certification required	☐ YES ☐ NO ☒ N/A
Capital Project Ordinance required	☐ YES ☐ NO ☒ N/A
Budget Transfer required	☐ YES ☐ NO ☒ N/A
Total City Dollars:	\$
Budget Code	
Reviewed by City Attorney	☒ YES ☐ NO ☐ N/A
Manager/Staff Recommendation:	
Result of City Council Decision:	
Attachments:	
1.	
2.	
3.	



City of Mount Holly Action Agenda Item

To: Mayor and City Council From: Jamie Guffey	Date: 6/21/2013 Meeting Date: 6/24/2013
Agenda Item to be considered: <u>Consideration and Approval of End of Year Budget Amendments</u>	
 Will this require a public hearing? ☐ YES ☒ NO	
The fiscal year for the City ends on June 30th. At the end of the year the City will need to make sure that each departmental budget is below the authorized amount. The attached year end amendments will bring a few departments into line. The Police, Fire and E-911 budgets are over spent and need to be brought into line. We also need to have an amendment passed to recognize the System Development fees received this year and to have them transferred to Capital Reserve. The final amendment will need to be to transfer the remaining fund from the departments to the Linear Park Capital Project.	
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>Approval of the 2012-2013 year end budget amendments</i>	
Result of City Council Decision: _____	
Attachments: 2012-2013 year end budget amendments	



City of Mount Holly Action Agenda Item

To: City Council	Date: June 21, 2013
From: Greg Beal, Planning Director	Meeting Date: June 24, 2013
<u>Agenda Item to be considered:</u> Consideration and Approval of NCDOT Municipal Reimbursement Agreement	
<u>Will this require a public hearing?</u> ☒ YES ☐ NO	
Background/Purpose of Request: <u>The purpose of the NCDOT Municipal Reimburse Agreement is to formally accept the \$800,000 in Federal and State funding, which is \$640,000 and \$160,000, respectively for Phase 1, a 1.2-mile section of the Catawba River Greenway, running from the Municipal Complex to Tuckaseege Park. Considering that Council may not be meeting for the July business meeting, it is of the upmost importance that we approve the Municipal Reimbursement Agreement at the Work Session.</u>	
<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
<u>Total City Dollars:</u>	\$
<u>Budget Code</u>	
Reviewed by City Attorney	☒ YES ☐ NO ☐ N/A
<u>It is important to note that the grant will have financial implications once it is officially funded, but 100% of those funds will come back to the City, which is very unique for this type of grant as the State is paying our 20% match.</u>	
<u>Manager/Staff Recommendation:</u> I have attached the complete Municipal Reimbursement Agreement, but please refer to my summary in the memo to Mr. Jackson, as it is much easier to read and understand.	
<u>Result of City Council Decision:</u> _____	
<u>Attachments:</u> Memo Summary Municipal Reimbursement Agreement	

Memo To: Danny Jackson, City Manager

From: Greg Beal, Planning & Development Director

Subject: Municipal Reimbursement Agreement for Catawba River Greenway

Date: June 19, 2013

Executive Summary for NCDOT Municipal Reimbursement Agreement

The Municipal Reimbursement Agreement [MRA] is an important step in helping to solidify the 100% in funding for the 1.2 mile-section, of Phase 1 of the Catawba River Greenway. The project is unlike many, especially those with similar funding in small towns, because the State is paying our 20% required match of \$800,000, or \$160,000. As you know, our legislators in Raleigh have been working to eliminate State funding for these types of Federal projects, and therefore it is detrimental that Council approve the MRA. This MRA has gone through several changes in the past few months. Design and Engineering was included in the previous MRA, but since we are currently going through design and engineering, with the Foundation paying the \$110,000 in costs, it would not be wise to include this as an eligible funding activity. We would much rather for the project to pay for construction (as noted on Page 5 Scope of Project). I have provided comments for the particular sections, of which you may have questions.

1. General Provisions

This section simply lays out the FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT. It also details that agreement modifications must be made in writing prior to being implemented. Section 1 also states that the City shall designate a person in charge of the project, and several full-time City employees may be in charge. It would be appropriate for the City Engineer, when hired, along with Planning staff to serve as the Persons in Charge of field activities. I would suggest forming a team, similar to the CDBG Project Team, to assure that all relevant departments are involved in this project.

2. Scope of Project

The greenway is being designed as a paved, 10-foot wide asphalt trail per NCDOT standards, and the scope of project is for construction.

3. Funding

The Funding Table below, notes that there is a \$640,000 in Federal Funding (80%) with a \$160,000 (20%) State match. No City funds are listed. Our commitment is to design and engineering, which is being paid for by the Mount Holly Community Development Foundation through their contract with Alta/Greenways.

FUNDING TABLE

Fund Source	Federal Funds Amount	Reimbursement Rate	State Match \$	State Match Rate
Bike/Ped	\$640,000	80 %	\$160,000	20 %
Total Estimated Cost		\$800,000		

4. Time Frame

The time frame to complete pre-construction activities is April 30, 2014. The previous MRA had listed October 1, 2013 as the deadline, but I had this extended due to delays with Duke Energy. We will be seeking a Categorical Exclusion of the Environmental Document, once the easement with Duke Energy is complete, meaning that the City will not be responsible for environmental since it has easements or owns all portions of the greenway. This is common practice for municipalities. We may extend the deadline beyond April 30, 2014, upon a written request, and by using this agreement if the authorization of Federal funds occurs in the same Federal Fiscal Year. The completion date for construction, December 31, 2016 is more than enough time to complete the construction of this project, which is expected to take 6 months to a year.

5. Preliminary Engineering Authorization

N/A This project as the City will be working with NCDOT officials during all stages of design and engineering of this project; design and engineering for the project is being paid for by the Mount Holly Community Development Foundation through their contract with Alta/Greenways.

6. Professional Engineering Services

N/A NCDOT officials have stated that RFQ's for engineering services have to sent out if this is an eligible expense under Federal guidelines. Again, engineering services are not an eligible expense for this project. The Procurement Policy, Small Professional and Engineering Services Firms Requirements and Work by Entity covered under this section are not applicable for this project. Construction of the 1.2 mile section of greenway is the only eligible expense, as outlined in the Scope of Project.

7. Planning/Environmental Documentation

This section states that the municipality [City of Mount Holly] is responsible for all environmental permits, copies of which must be forwarded to the NCDOT. This type of work is covered with US Infrastructure and Bob Cooke, who are responsible for the FERC permitting of the bridge, as a subcontractor of Alta/Greenways, the firm designing the project through their contract with the Foundation. No other

permits are expected. The City will have to obtain an erosion control permit from NCDENR before construction can commence, but design and engineering must be conducted first. We obtained a similar permit for the Linear Park and Tuck Park.

8. Design

The City and/or agent [Alta/Greenways; USI] is responsible for preparing the Project's plans, specifications and professional estimate of costs (PS&E package) in accordance with NCDOT guidelines. Alta/Greenways is responsible for this through their contract with the Foundation. They have been working closely with NCDOT officials throughout all stages of design to insure compliance.

9. Right-of-Way / Utility Authorization

N/A This is not an eligible expense for this project as no right-of-way acquisition or utility relocation is expected to be required. Once the easement with Duke Energy is solidified, the City will have an easement or own land for the entire 1.2 mile segment of greenway.

10. Project limits and Right of Way (ROW)

The City, at no liability to the Department (NCDOT), is responsible for acquiring ROW, which there is none, and easements, which there are, for the project. We have been acquiring easements for this project since 2009, with the Clariant easement, again in 2010 with the A&E easement, and currently are working with Duke Energy on the final easement. The underlying sections ROW Guidance and Appraisal are not applicable to this project. In Clearance of Project Limits/ROW, the City is indemnifying and holding harmless NCDOT, the State of NC and the Federal Highway Administration from any damage, claims of damage that may arise from row acquisition (N/A), drainage or construction easements for the construction of the project. We are not displacing any business, non-profit or families on this project, and therefore, Relocation Assistance is not applicable.

11. Utilities

The City is not relocating any utilities that are in conflict for this project. NCDOT is well-aware that we are constructing a sewer pipe support structure to act as a pedestrian bridge, built to NCDOT standards, on the A&E property. The City is planning to locate the greenway on the Duke Energy property on the existing sewer line, as Duke Energy's preferred alignment, which is not in conflict with the project. The MRA would not modify or supersede the sewer easement agreement with Duke Energy, as stated, and that is why a separate easement agreement with Duke Energy is needed.

12. Right of Way Certification

Once the easements are secured, the City shall provide documentation to the NCDOT Right of Way Agent with the local Division 12 office, noting that all easements are secured. Our agents are David Angel and Will Setzer, with whom I have been working closely. Our City Attorney's office would have to provide the easement agreements, as well as deeds for our City-owned properties, to Mr. Angel and Mr. Setzer, for areas where the greenway will be located for this project.

13. Construction Authorization

The City cannot bid the project out until the pre-construction activities are approved by NCDOT, and written authorization to proceed is received by the City from NCDOT.

14. Contractor Procurement

The City must advertise for bids for the construction of this project by following all applicable Federal/State guidelines for advertising, bid-opening and awarding of the contract. The Construction Contractor Requirements, Construction Subcontractor Requirements and Awarding the Contract under this section simply lay out the requirements for such after Construction Authorization is given to the City by NCDOT. There must be a written request sent to NCDOT if the project is not under contract within 6 months from the Construction Authorization date, justifying the delay. In this case, NCDOT wants to see if the project is still in compliance. The Force Account section, found in the first paragraph on Page 12, states that the utilization of a force account by the City, as opposed to a competitive bidding process that is standard has been used many times, must be approved by NCDOT.

15. Construction

The City must build the greenway to the project's plans and specifications as approved by NCDOT.

Construction Contract Administration: The City must follow the NCDOT guidelines for records, documentation and reporting as outlined in the link. Gastonia had to forfeit funding for their greenway project because no records were kept. NCDOT officials have offered assistance with keeping all records and reports, since this is a 100% funded project, and *I believe this needs to be noted in writing.*

Signage and Site Layout: The City is responsible for all signage for safety purposes, typically "Road Closed" signs. It is not expected that we will have a lot of signage for this project. The site must meet guidelines for construction work, documentation and having all necessary permits (i.e. erosion control).

Right to Inspect/Contractor Compliance/Change Orders/Shop Drawings

NCDOT or the Federal Highway Administration (FHA) has the right to inspect at any time to insure the project is in compliance. It is the City's responsibility to insure that the contractor complies with the contract, and complies with instructions from NCDOT or FHA as a result of inspections made by said representatives. Change Orders, if necessary, must be approved by NCDOT prior to work on such being performed. Shop Drawings/ Construction Documents shall be submitted in accordance with the approved plans and may require review by our designer. Our designer is also doing the shop drawings through a subcontractor, US Infrastructure and Bob Cooke.

16. Closeout

At the close out of the project, the City shall be responsible for a Final Inspection to be conducted by NCDOT; any deficiencies noted during said inspection must be corrected prior to the final payment being made to the City by NCDOT. The City must provide written certification to NCDOT that the project meets all standards, guidelines and applicable regulations.

17. Maintenance

Maintenance shall be the sole responsibility of the City, similar to a City street. Maintenance, covered under easement or encroachment agreements with Clariant, A&E and Duke Energy, shall be the responsibility of the City.

18. Reimbursement

Eligible activities for reimbursement for this project shall include construction only. *This paragraph needs to be amended to exclude design and environmental.*

Reimbursement Guidance: The project must adhere to the applicable administrative requirements found in Title 49, Code of Federal Regulations, Part 18 Office of Management and Budget, which may be found at:

<http://www.fhwa.dot.gov/legsregs/directives/fapgtoc.htm>

http://www.whitehouse.gov/omb/circulars_default

Reimbursement to the City shall be subject to the policies and procedures found in Title 23, Code of Federal Regulations, Part 140 and 172 and Title 2, Code of Federal Regulations, Part 170 at:

<http://www.gpo.gov/fdsys/pkg/FR-2010-09-14/pdf/2010-22705.pdf>

Reimbursement Limits: Work performed prior to authorization by NCDOT shall not be eligible for reimbursement. We are only seeking reimbursement for construction, which will not take place until after April 30, 2014. The limits on funding are \$800,000, and no reimbursement will be given for excess project costs. All unsubstantiated costs associated with this project are not eligible. Since the project has not been fully designed, we know that the greenway will be an eligible expense.

I have been told that benches, trash cans and other “nonessential pieces” are not eligible for funding. Security fencing, for Duke Energy and A&E may or may not be eligible for funding, but the City feels that we can substantiate those costs based on the easement agreements.

Work Performed by NCDOT: NCDOT will subtract costs associated with reviews, inspection and project oversight from the \$800,000. *It would be prudent to see what this number entails; and I have been told that it will be at least 5% or \$40,000.*

Construction Administration: Costs associated with construction administration, which includes reports, documentation and daily journals of construction activities shall not exceed 15% of the actual construction contract of the project. This may not be the \$120,000 maximum of the \$800,000 awarded. The contract based on the lowest sealed bid for the project may be less. Chuck Flink provided an estimate of \$700,000 for the construction costs, but the City was able to secure more funding to cover work performed by NCDOT.

I think it is prudent to determine if NCDOT is going to handle the contract administration for the project, and also how much they expect their costs to be.

Billing the Department: The City may bill NCDOT for eligible project costs, under the Department's (NCDOT's) guidelines and procedures. Proper documentation shall accompany each invoice. *What qualifies as proper documentation?*

Invoices may be submitted monthly, but no less than once every 6 months to keep the funds active and available. All invoices must be submitted within completion of construction and acceptance of the project for eligible reimbursement by the Department.

19. Reporting Requirements and Records Retention

The City is responsible for submitting quarterly project evaluation reports, noting work performed on the project to date. The City must keep all records, books documents, accounting records, as may be appropriate to substantiate costs associated with this project, available for inspection, for a period of 5 years from the date of payment of the final voucher by the Federal Highway Administration for inspection and audit by NCDOT.

20. Other Provisions

Details various legal language, such as indemnification clauses, improper use of funds and availability of funds (if funds cease to be available, the agreement automatically terminates). The City Attorney would be the expert source to see if this language is acceptable.

Executive Summary

The Executive Summary is a summation of this agreement and is not intended to be used as the agreement between the Department (North Carolina Department of Transportation) and the Party (Entity).

Entity: City of Mount Holly

County: Gaston

TIP: EB-5114

Project: Mount Holly River Front Greenway

Scope: a 10-foot wide paved shared-use greenway trail approximately 1.2 miles in length from Tuckasee Park to the Citizens Center in downtown Mount Holly.

Eligible Activities:

PE		Design
		Environmental
ROW		ROW Acquisition
		Utility Relocation
CON	45523.3.1	Construction
OTHER		
FEDERAL-AID	STPEB-1227(8)	

Fund Source	Federal Funds Amount	Reimbursement Rate	State Match \$	State Match Rate
Bike/Ped	\$640,000	80 %	\$160,000	20 %
Total Estimated Cost		\$800,000		

Responsibility: The City of Mount Holly shall be responsible for all aspects of the project.



City of Mount Holly Action Agenda Item

To: City Council	Date: June 21, 2013
From: Danny Jackson, City Manager	Meeting Date: June 24, 2013
<i>Agenda Item to be considered: #4 – Consideration and approval of a Resolution codifying and supplementing the City Code of Laws</i>	
 Will this require a public hearing? ☐ YES ☒ NO	
<i>Background/Purpose of Request :</i> <i>This matter involves updating the current City Code of Laws. Please see the enclosed memorandum from Marie Anders, which outlines what has taken place in regard to new ordinances since June of 2010. Also enclosed is a copy of the proposed Resolution for codifying the Code of Laws. The City Attorney is asking that you approve the submitted Resolution. Since the mentioned ordinances have already been approved by the City Council, there is not a need to actually review the ordinances. The memorandum contains an explanation of each new ordinance.</i>	
<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
<i>Manager/Staff Recommendation:</i> <i>Motion to approve the Resolution codifying and supplementing the City Code of Laws.</i>	
<i>Result of City Council Decision:</i> _____	
<i>Attachments:</i> <i>memorandum from Marie Anders and Resolution submitted by the City Attorney</i>	

MEMORANDUM

TO: Mayor and City Council
FROM: Marie Michael Anders, Office of the City Attorney
SUBJECT: Update to the Mount Holly Code Book
DATE: June 19, 2013

The Mount Holly Code Book was last updated on June 30, 2010. Since that time, a number of ordinances were passed. At the request of City Staff, I have updated the Code Book to reflect all revisions and new additions to the City Code since the last update in 2010. This updated Code Book would be placed on the City's new website in a format that citizens could download and read, increasing access to the City's laws. The full text of these changes in a version that tracks all changes is available at the City Attorney's office if you would like to see it. All text amendments to the Code Book were made in accordance with the ordinances that were duly passed by Council. The following is a summary of every ordinance passed since the last update through the regular meeting on June 10, 2013, that affected the Code Book and has been added to the updated Code Book:

1. The new Graffiti ordinance, Sec. 8-15, was passed on August 9, 2010.
2. The Charter was revised to extend the term of the Mayor to four years on February 14, 2011.
3. Chapter 4, the Housing Code, was extensively revised on June 27, 2011, based heavily upon the City of Gastonia's housing code. Changes were made to Secs. 4-10 through 4-10.7 and a new section entitled, "Commercial Maintenance Code," was added in Secs. 4-11 through 4-11.9.
4. Chapter 9, the Building Code, was also extensively revised on June 27, 2011. It was essentially re-written and adopts many NC regulatory codes by reference in addition to setting forth a new Minimum Housing Code.
5. Sec. 2-11, establishing the regular meetings of the City Council, was revised to establish two regular monthly meetings on the second and fourth Monday of each month on September 12, 2011.
6. Article VI of Chapter 13, entitled, "Abandoned, Nuisance and Junked Motor Vehicles," was revised on October 10, 2011.
7. The new Sound Amplification Ordinance, Secs. 14-25 through 14-28, was added on November 12, 2012, and then Sec. 14-26 was revised on December 10, 2012.
8. Sec. 2-39, establishing the Recreation Commission, was revised to reflect that commission members are appointed every four years after the election of the Mayor, because the term of the Mayor was extended (see #2 above). This revision was adopted on March 11, 2013.
9. Sec. 3-10 was revised to allow the City to place goats on its own property within 500 feet of a street or residence for the purpose of clearing kudzu, and this revision was passed on March 25, 2013.

I am requesting that Council pass an ordinance adopting the updated Code Book as amended through June 10, 2013.



City of Mount Holly Action Agenda Item

To: City Council	Date: June 21, 2013
From: Danny Jackson, City Manager	Meeting Date: June 24, 2013
<u>Agenda Item to be considered:</u> #5 – Discussion of land swap for property located on North River Street	
Will this require a public hearing? ☐ YES ☒ NO	
<u>Background/Purpose of Request :</u> <i>This matter involves the recent discussion regarding properties located on North River Street. The City Attorney has been working on the matter, as directed by the City Council at the June 10th meeting. The City Attorney would like to update the City Council on the matter, evidenced by the enclosed material.</i>	
<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: <i>Reserved for the night of the meeting</i>	
Result of City Council Decision: _____	
Attachments: <i>Materials submitted by the City Attorney</i>	

Memo

To: Mary Harris, Danny Jackson

From: Kemp A Michael

Date: June 21, 2013

Reference: Land Swap, North River Street

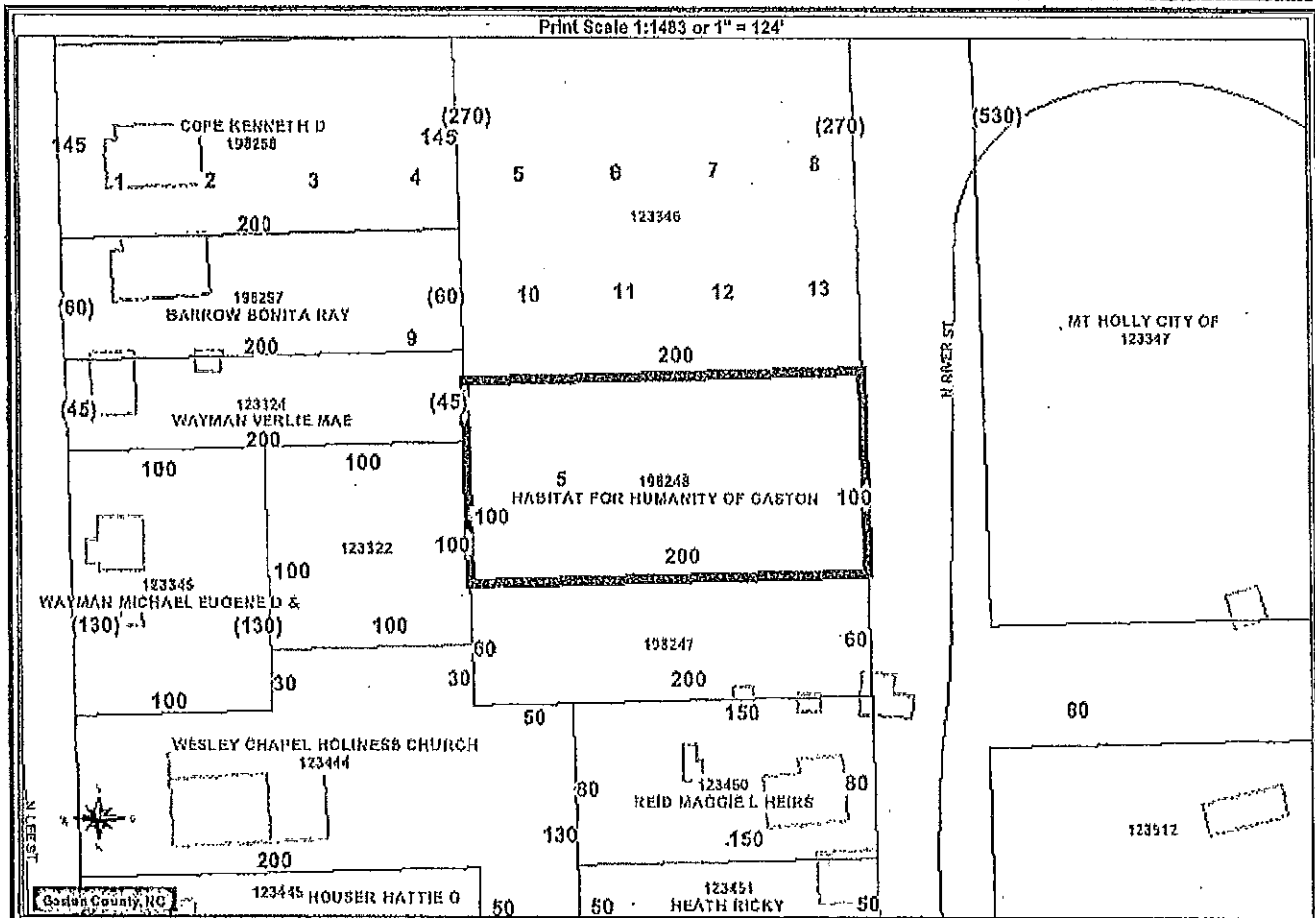
This is to confirm our meeting yesterday regarding the possible trade in which Mount Holly would convey to Habitat tax parcel number 123471 and receive in return tax parcel 198247, 198248, and 123322. I can confirm that the parcel you would receive from the city has the benefit of an existing water and sewer tap, for which there would be no additional charge, and the parcel would be exempt from system development fees because a residence had previously occupied the lot. There would be a meter setting fee at the time a house is built which would be about \$300. That would be the only cost associated with the City of Mount Holly.

Attached is a copy of the title insurance policy the city received for our parcel number 123471 and a copy of our deed. In addition the city would pay for the deed preparation for both properties. You would simply pay your recording costs at \$26.



Gaston County, NC

Office of the Director of Revenue, GIS Division
 Disclaimer: The information provided is not to be considered as a Legal Document or Description. The Map and Parcel Data is believed to be accurate, but Gaston County does not guarantee its accuracy.
 Values based on last general reappraisal - 2007
 Print Date: 6/20/2013



PARCEL INFORMATION

PID #: 198248
 PIN #: 4507101678
 NEIGH. HOOD #: 3B010
 NEIGH. HOOD NAME: RIVER STREET PARK AREA

OWNER ID #: 04002340
 CURRENT OWNER 1: HABITAT FOR HUMANITY OF GASTON
 CURRENT OWNER 2:
 MAILING ADDRESS 1: PO BOX 1584
 MAILING ADDRESS 2:
 CITY: GASTONIA
 STATE: NC
 ZIP CODE: 28053
 JAN1 OWNER 1: HABITAT FOR HUMANITY OF GASTON
 JAN1 OWNER 2:

PROPERTY ADDRESS: DUTCH AVE
 DEED BOOK: 3201
 DEED PAGE: 0272
 DEED TYPE: WD
 SALES AMOUNT: \$16,000
 DEED RECORDING DATE: 03/07/2001
 PLAT BOOK: 001
 PLAT PAGE: 025
 LEGAL DESC 1:
 LEGAL DESC 2:

STRUCTURE CODE #:
 STRUCTURE TYPE:
 YEAR BUILT: 0
 SQ FT: 0

BASEMENT: NO
 # BEDROOMS: 0
 # BATHS: 0
 MULTI-STRUCTURES: NO
 ACREAGE: 0.48

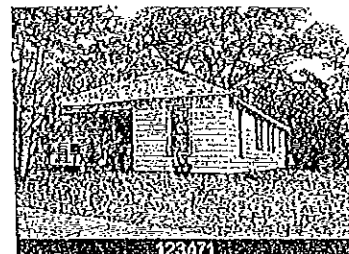
TAX DISTRICT: MOUNT HOLLY CITY
 TOWNSHIP CODE: 0
 TOWNSHIP DESC:
 VOLUNTARY AG DIST: No

LAND VALUE: \$13,140
 IMPV. VALUE: \$0
 TOTAL VALUE: \$13,140
 PRESENT USE VALUE ASSESSMENT: NO

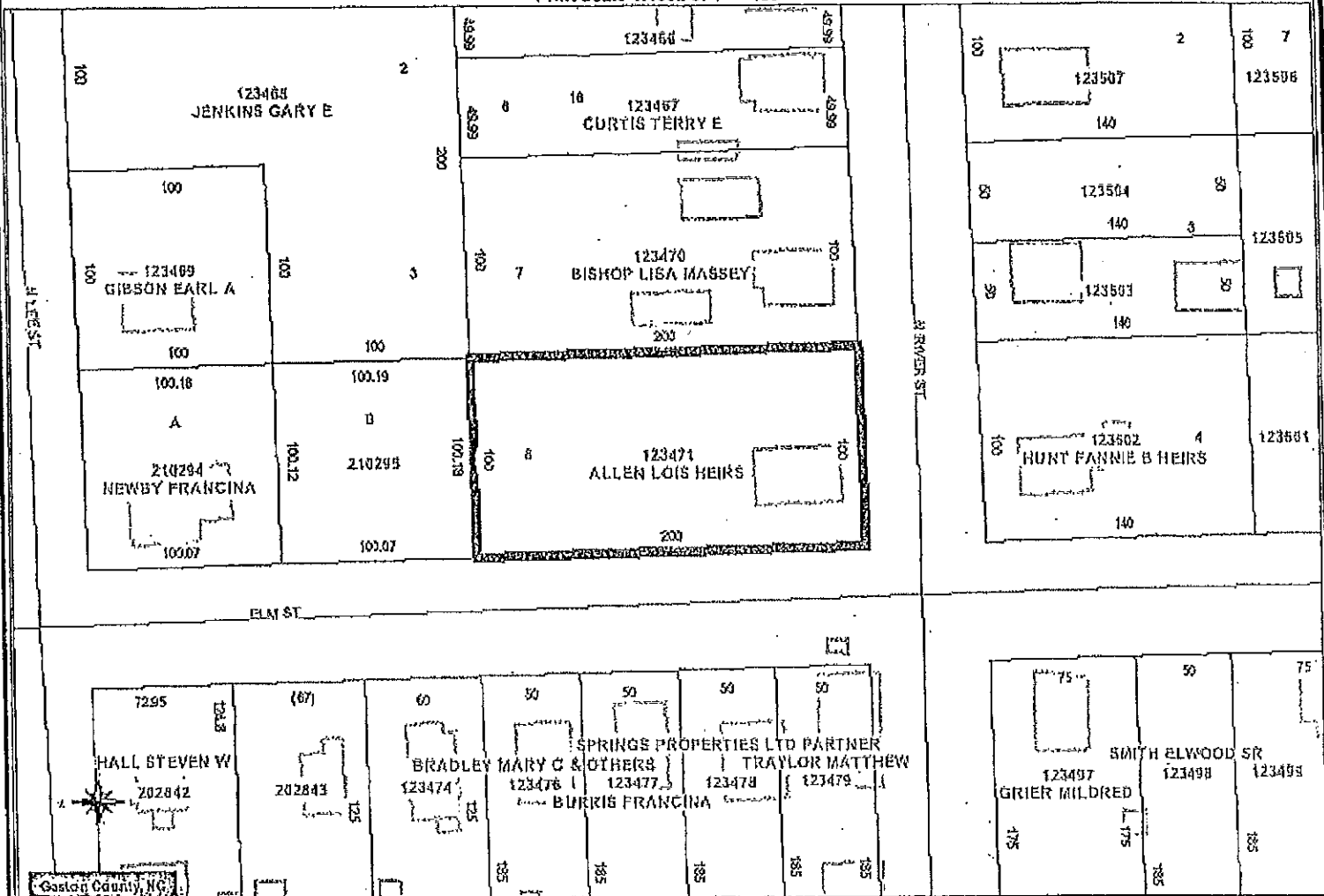


Gaston County, NC

Office of the Director of Revenue, GIS Division
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Values based on last general reappraisal - 2007
Print Date: 1/3/2012



Print Scale 1:1632 or 1" = 128'



PARCEL INFORMATION

PID #: 123471
PIN #: 4606-18-1794
NEIGH.HOOD #: 3B010
NEIGH.HOOD NAME: RIVER STREET PARK AREA

OWNER ID #: 1505814
CURRENT OWNER 1: ALLEN LOIS HEIRS
CURRENT OWNER 2:
MAILING ADDRESS 1: C/O TRACY SHANNON FOLEY

MAILING ADDRESS 2: 327 MELLER ST
CITY: MOUNT HOLLY
STATE: NC
ZIP CODE: 28120-1778
JAN1 OWNER 1: ALLEN LOIS HEIRS
JAN1 OWNER 2:

PROPERTY ADDRESS: 201 N RIVER ST

DEED BOOK: 0486

DEED PAGE: 0312

DEED TYPE: WD

SALES AMOUNT: 0

DEED RECORDING DATE: 08/27/1946

PLAT BOOK: 004

PLAT PAGE: 104

LEGAL DESC 1: CATAWBA SPINNING CO

LEGAL DESC 2: BLK 16 L 8

STRUCTURE CODE #: R1

STRUCTURE TYPE: RESIDENTIAL 1 STORY

YEAR BUILT: 1925

SQ FT: 1198

BASEMENT: NO

BEDROOMS: 3

BATHS: 1

MULTI-STRUCTURES: NO

ACREAGE: 0.46

TAX DISTRICT: MOUNT HOLLY CITY

TOWNSHIP CODE: 14

TOWNSHIP DESC: RIVER BEND TOWNSHIP

VOLUNTARY AG DIST: No

LAND VALUE: \$15,000

IMPV. VALUE: \$19,185

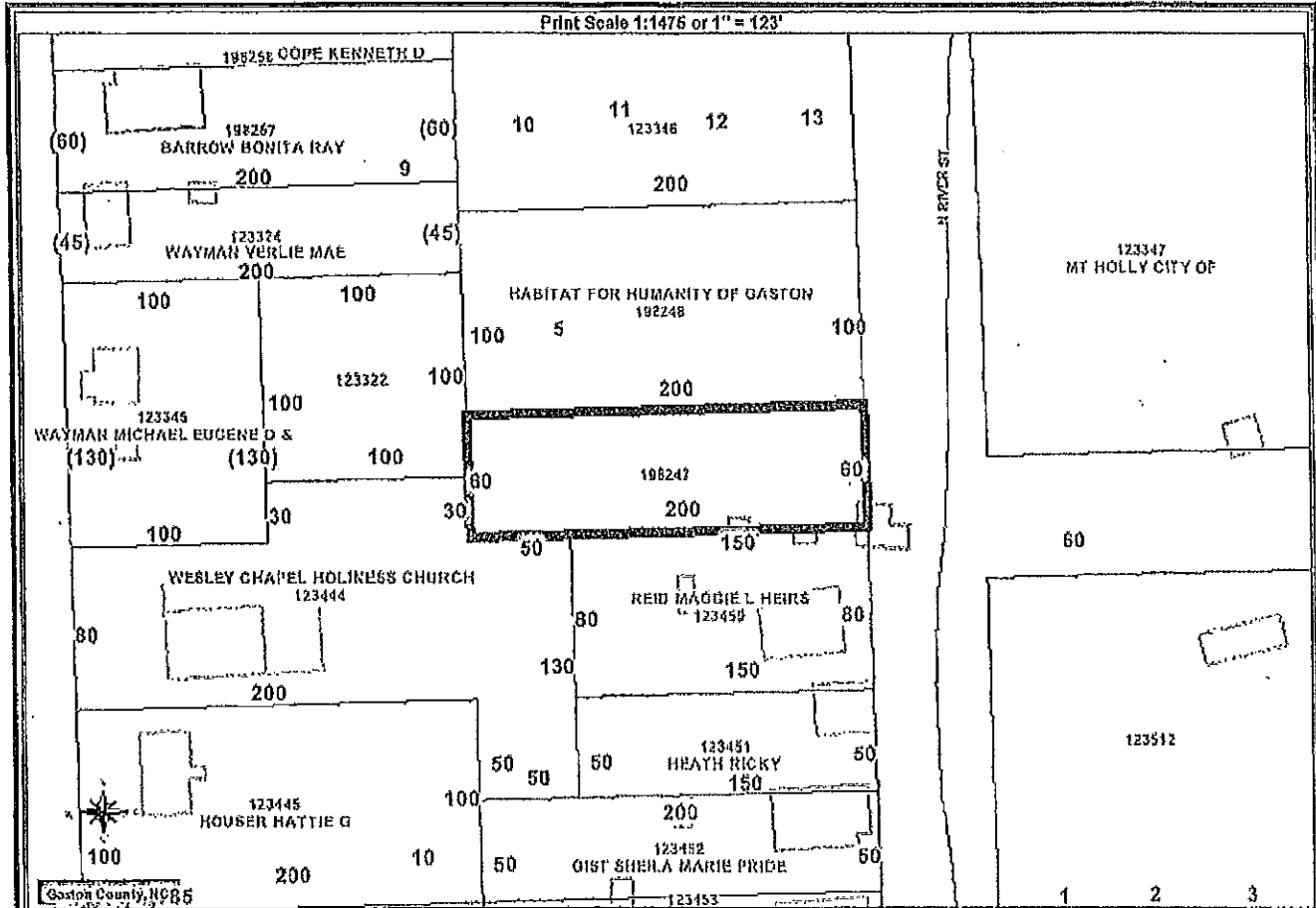
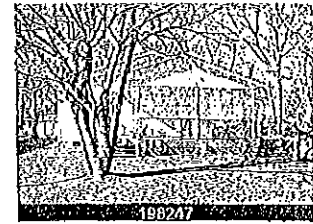
TOTAL VALUE: \$34,185

PRESENT USE VALUE ASSESSMENT: NO



Gaston County, NC

Office of the Director of Revenue, GIS Division
 Disclaimer: The information provided is not to be considered as a Legal Document or Description. The Map and Parcel Data is believed to be accurate, but Gaston County does not guarantee its accuracy.
 Values based on last general reappraisal - 2007
 Print Date: 6/20/2013



PARCEL INFORMATION

PID #: 198247
 PIN #: 4507101870
 NEIGH. HOOD #: 3B010
 NEIGH. HOOD NAME: RIVER STREET PARK AREA

OWNER ID #: 04002340
 CURRENT OWNER 1: HABITAT FOR HUMANITY OF GASTON
 CURRENT OWNER 2:
 MAILING ADDRESS 1: PO BOX 1584
 MAILING ADDRESS 2:
 CITY: GASTONIA
 STATE: NC
 ZIP CODE: 28053
 JAN1 OWNER 1: HABITAT FOR HUMANITY OF GASTON
 JAN1 OWNER 2:

PROPERTY ADDRESS: DUTCH AVE
 DEED BOOK: 8201
 DEED PAGE: 0272
 DEED TYPE: WD
 SALES AMOUNT: \$16,000
 DEED RECORDING DATE: 03/07/2001
 PLAT BOOK: 001
 PLAT PAGE: 025
 LEGAL DESC 1:
 LEGAL DESC 2:

STRUCTURE CODE #:
 STRUCTURE TYPE:
 YEAR BUILT: 0
 SQ FT: 0

BASEMENT: NO
 # BEDROOMS: 0
 # BATHS: 0
 MULTI-STRUCTURES: NO
 ACREAGE: 0.28

TAX DISTRICT: MOUNT HOLLY CITY
 TOWNSHIP CODE: 0
 TOWNSHIP DESC:
 VOLUNTARY AG DIST: No

LAND VALUE: \$11,520
 IMPV. VALUE: \$0
 TOTAL VALUE: \$11,520
 PRESENT USE VALUE ASSESSMENT: NO

Time 3:23
Book 4627
Page 1444
Filed 8-15-12

NORTH CAROLINA GENERAL WARRANTY DEED

Excise Tax: \$28.00

Parcel Identifier No. 123471 Verified by _____ County on the _____ day of _____, 20____
By: _____

Mail/Box to: Grantee, P.O. Box 406, Mount Holly, NC 28120

This instrument was prepared by: Kemp A. Michael, atty, 124 W. Catawba Ave., Mt. Holly, NC 28120

Brief description for the Index: L. 8, Bl. 16, Catawba Spinning Co., PB 4-104

THIS DEED made this 15th day of August, 2012, by and between

GRANTOR

Glenn Wylie Allen, divorced
Tracy Shannon Foley, divorced
Jerald Torrence Allen, single

GRANTEE

The City of Mount Holly,
a North Carolina Municipal Corporation

Property address:
201 N. River St.
Mount Holly, NC 28120

Enter in appropriate block for each party: name, address, and, if appropriate, character of entity, e.g. corporation or partnership.

The designation Grantor and Grantee as used herein shall include said parties, their heirs, successors, and assigns, and shall include singular, plural, masculine, feminine or neuter as required by context.

WITNESSETH, that the Grantor, for a valuable consideration paid by the Grantee, the receipt of which is hereby acknowledged, has and by these presents does grant, bargain, sell and convey unto the Grantee in fee simple, all that certain lot or parcel of land situated in the City of Mount Holly, Riverbend Township, Gaston County,

North Carolina and more particularly described as follows:

BEING known and designated as Lot No. 8 in Block No. 16, as shown by plat of the former Catawba Spinning Co. property, which said plat is duly recorded in the office of the Register of Deeds for Gaston County, N.C., in Plat Book No. 4, Page 104, to which reference is hereby made.

Virginia Yvonne Foley died intestate in Gaston Co. on 7-8-07 without the administration of an estate, seized and possessed of a 1/3 interest in the subject property, having inherited the same from her mother, Lois Allen, Estate file 91-E-168. Virginia's sole heirs were her sons, Tracy Foley and Brian McCully. Brian conveyed his interest to Tracy by deed of even date herewith. Jerald Allen and Glenn Allen are the remaining sole heirs of Lois Allen.

The property hereinabove described was acquired by Grantor by instrument recorded in Book 488 page 312.

A map showing the above described property is recorded in Plat Book 4 page 104.

All valid and enforceable easements, restrictions, and reservations of record.

(Entity Name)

By: _____
Title: _____

By: _____
Title: _____

By: _____
Title: _____

USE BLACK INK ONLY

Glenn Wylie Allen (SEAL)

Tracy Shannon Foley (SEAL)

Jerald Torrence Allen (SEAL)

(SEAL)

SEALED STAMP
OFFICIAL SEAL
New York State
EASTON COUNTY, NY
JAMES A. MICHAEL
My Commission Expires April 11, 2017

USE BLACK INK ONLY

State of North Carolina - County of Gaston

I, the undersigned Notary Public of the County and State aforesaid, certify that Glenn Wylie Allen, Tracy Shannon Foley & Jerald Torrence Allen personally appeared before me this day and acknowledged the due execution of the foregoing instrument for the purposes therein expressed. Witness my hand and Notarial stamp or seal this 15th day of August, 2012

My Commission Expires: _____

[Signature]
Notary Public

SEAL-STAMP

State of North Carolina - County of _____

I, the undersigned Notary Public of the County and State aforesaid, certify that _____ personally came before me this day and acknowledged that he is the _____ of _____ a North Carolina or _____ corporation/limited liability company/general partnership/limited partnership (strike through the inapplicable), and that by authority duly given and as the act of each entity, he signed the forgoing instrument in its name on its behalf as its act and deed. Witness my hand and Notarial stamp or seal this _____ day of _____, 20__.

My Commission Expires: _____

Notary Public

SEAL- STAMP

USE BLACK INK ONLY

State of North Carolina - County of _____

I, the undersigned Notary Public of the County and State aforesaid, certify that _____

Witness my hand and Notarial stamp or seal this _____ day of _____, 20____.

My Commission Expires: _____

Notary Public

The foregoing Certificate(s) of _____ is/are certified to be correct.
This instrument and this certificate are duly registered at the date and time and in the Book and Page shown on the first page hereof.
By: _____ Register of Deeds for _____ County
Deputy/Assistant - Register of Deeds

CHICAGO TITLE INSURANCE COMPANY
INTESTATE HEIRS AFFIDAVIT AND INDEMNITY AGREEMENT

NOTE: THIS FORM IS TO BE USED ONLY IN SITUATIONS WHICH HAVE BEEN SPECIFICALLY
APPROVED BY AN UNDERWRITER FOR CHICAGO TITLE INSURANCE COMPANY PRIOR TO CLOSING

This INTESTATE HEIRS AFFIDAVIT AND INDEMNITY AGREEMENT (hereinafter "Agreement") made and entered into as of the
15th day of August, 2012, by and between Tracy Shannon Foley

& Brian Dean McCulley
(collectively, and jointly and severally if more than one, hereinafter "Indemnitor"), and CHICAGO TITLE INSURANCE COMPANY
(hereinafter "Company"). Indemnitor, first being duly sworn, deposes, says, and agrees as follows:

WHEREAS, Company has been asked to issue its title insurance commitment(s) and/or policy or policies insuring against loss or
damage by reason of defects or possible defects in title to property described as follows (hereinafter "Property"):

201 N. River St., Mt. Holly, NC 28120

WHEREAS, Indemnitor currently resides at 327 Meller St., Mt. Holly, NC 28120

; and

WHEREAS, Indemnitor is familiar with the family and relatives of Virginia M. Foley
(hereinafter "Decedent") and has been so for 47 / 49 years. Indemnitor is familiar with Decedent as follows:
her sons (i.e., neighbor, friend); and

WHEREAS, to the best of Indemnitor's knowledge, Decedent died without an existing Last Will and Testament; and

WHEREAS, to the best of Indemnitor's knowledge, Decedent was survived at the time of his/her death by the following family/relatives
which person(s) are the closest relatives/next of kin of the Decedent at the time of his/her death:

Spouse (indicate current marital status of surviving spouse): n/a - she was widowed at time of her death

Children (indicate marital status): Tracy Shannon Foley (son) - single

Brian Dean McCulley (son) - single

Children of predeceased children (indicate marital status): n/a - there were no predeceased children

IF THE DECEDENT WAS NOT SURVIVED BY A SPOUSE OR ANY CHILDREN OR CHILDREN OF PREDECEASED
CHILDREN, please list other surviving relatives (parents, siblings, aunts/uncles, cousins, etc.). N/A

Name

Relation to Decedent/Marital Status

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

WHEREAS, Company has noted as exceptions to the aforesaid title the following actual or supposed rights, interests, liens, claims,
encumbrances or defects in title (hereinafter "Title Matter"):

The Property is or may be subject to rights of any potential heirs of Decedent not named in the preceding section of this
Agreement.

WHEREAS, Indemnitor desires Company issue its title insurance commitment(s) and/or policy or policies without exception to or providing affirmative coverage for the Title Matter; and

WHEREAS, Company may concurrently herewith or hereafter in the ordinary course of its business and in reliance on the representations herein made issue another commitment and/or policy in the form or forms now or then commonly used by Company insuring without exception to or providing affirmative coverage for the Title Matters; and

WHEREAS, Company is willing to issue its commitment(s) and/or policy or policies without exception to or providing affirmative coverage for the Title Matter only if indemnified as herein set out.

NOW, THEREFORE, for and in consideration of the issuance of said title insurance commitment(s) and/or policy or policies and other good and valuable consideration, the receipt of which is hereby acknowledged, Indemnitor does hereby agree with Company as follows:

1. Indemnitor agrees to defend, at Indemnitor's own cost and expense on behalf of and for the protection of Company and the parties insured or who may be insured under said title insurance commitment(s) and/or policy or policies (but without prejudice to the right of Company to defend at the reasonable expense of Indemnitor if Company so elects), any and every suit, action or proceeding in which the Title Matter may be asserted or attempted to be asserted, established or enforced in, to, upon, against or in respect to the Property, or any part thereof, or interest therein.
2. Indemnitor agrees to indemnify and hold Company and any parties insured or who may be insured under said title insurance commitment(s) and/or policy or policies harmless of and from any and all loss, costs, damage and expense of every kind, including attorney's fees, which Company and/or said parties shall or may incur or become liable for as a result of the Title Matter, directly or indirectly, including but not limited to diminution in value, unmarketability of title and actions to enforce this Agreement.
3. Each and every provision of this Agreement shall extend to and be in force concerning any and every other title insurance commitment and/or policy Company may at any time or times hereafter issue insuring without exception to or providing affirmative coverage for the Title Matter.
4. This Agreement contains the entire agreement of the parties and there are no representations, inducements, or other provisions other than those expressed in writing. All changes, additions or deletions hereto must be in writing and signed by all parties.
5. This Agreement shall be governed by and construed in accordance with the laws of the State of North Carolina. It is made to induce the purchase of and/or a loan secured by the Property described herein and the issuance of a title insurance commitment(s) and/or policy or policies relating to same. Indemnitor acknowledges that Company is relying on the representations and indemnifications contained herein in issuance of said commitment(s) and/or policy or policies. The provisions of this Agreement shall survive the disbursement of funds and closing of this transaction and shall be binding upon Indemnitor, its/their successors and/or assigns.
6. Indemnitor agrees that the Company may demand arbitration pursuant to the Commercial Arbitration Rules of the American Arbitration Association. Arbitrable matters may include, but are not limited to, any controversy or claim between the Company and the Indemnitor arising out of or relating to this Agreement, or any breach thereof. Arbitration pursuant to this Agreement and under the Rules in effect on the date of this Agreement, shall be binding upon the parties. Judgment upon the award rendered by the Arbitrator(s) may be entered in any court having jurisdiction thereof.

IN WITNESS WHEREOF, this Agreement is executed as of the day and year first above written.

Tracy Shannon Foley (SEAL)

Printed/Typed Name: Tracy Shannon Foley
Address: 327 Meller St., Mt. Holly, NC 28120

Brian Dean McCully (SEAL)

Printed/Typed Name: Brian Dean McCully
Address: _____

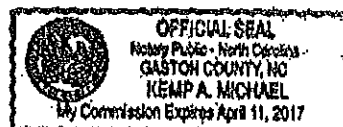
State of North Carolina
County of Gaston

Signed and sworn to (or affirmed) before me this day by Tracy Shannon Foley & Brian Dean McCully [insert name(s) of principal(s)],
and I certify that each of the aforesaid person(s) personally appeared before me this day acknowledging to me that he or she signed the foregoing document.

Date: 8/15/12

[Signature], Notary Public
Notary's Printed or Typed Name _____

(Official/Notarial Seal)



My commission expires: _____

SCHEDULE A

Date of Policy	Amount of Insurance
August 15, 2012 at 03:23PM	\$13,654.97

Name and Address of Title Insurance Company: Chicago Title Company, LLC
200 South Tryon Street, Suite 800
Charlotte, NC 28202
Phone: (704)375-0700
Fax: (704)332-7509

Address Reference: 201 N. River Street, Mount Holly, NC 28210

1. Name of Insured:

City of Mount Holly

2. The estate or interest in the Land that is insured by this Policy is:

Fee Simple

3. Title is vested in:

City of Mount Holly

4. The Land referred to in this Policy is described as follows:

Lying and being situate in Gaston County, North Carolina, and being more particularly described as follows:

Being all of Lot(s) 8, Block 16, Catawba Spinning Company, according to the plat thereof recorded in Plat Book 4, Page 104, in the Office of the Register of Deeds of Gaston County, North Carolina.

END OF SCHEDULE A



**SCHEDULE B
EXCEPTIONS FROM COVERAGE**

This policy does not insure against loss or damage, and the Company will not pay costs, attorneys' fees or expenses that arise by reason of:

1. Taxes or assessments for the year(s) 2011, due or payable, but unpaid; and taxes or assessments for subsequent years, not yet due or payable. (City taxes)
2. Taxes or assessments for the year 2013, and subsequent years, not yet due or payable. (County taxes)
3. Any right, easement, setback, interest, claim, encroachment, encumbrance, violation, variations or other adverse circumstance affecting the Title disclosed by plat(s) recorded in Plat Book 4, Page 104.
4. Any discrepancy, conflict, access, shortage in area or boundary lines, encroachment, encumbrance, violation, variation, overlap, setback, easement or claims of easement, riparian right, and title to land within roads, ways, railroads, watercourses, burial grounds, marshes, dredged or filled areas or land below the mean highwater mark or within the bounds of any adjoining body of water, or other adverse circumstance affecting the Title that would be disclosed by a current inspection and accurate and complete land survey of the Land.
5. Any lien, or right to a lien, for services, labor, or materials heretofore or hereafter furnished, imposed by law, and not shown by the Public Records.

END OF SCHEDULE B

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ALTA Owner's Policy (08-17-06)
101048D0024.doc / Updated: 01-18-12

Page 5 of 9

Printed: 12-19-12 @ 03:27PM
NC-CT-FSAC-01080.365389-12-06725CH

AMERICAN
LAND TITLE
ASSOCIATION





City of Mount Holly Action Agenda Item

To: City Council

Date: June 17, 2013

From: James Friday

Meeting Date: June 24, 2013

Agenda Item to be considered:

Wastewater Allocation Fee

Attached is a proposed Allocation Fee that will be added to the City Fee Schedule

As development starts to increase in the area more demands for capacity will be placed on our Wastewater Treatment Plant. To help offset the expense of increasing capacity of the plant by putting a part of the capital outlay on the new users. This will also facilitate a way to limits thousands of gallons of allocated capacity being tied up for years in projects that may be setting ideal.

All the money collected from the fee will be set aside to pay down the cost of increasing the City's wastewater treatment capacity.

This allocation fee contains a clause that will allow only council to reserve capacity for any future project, if they so desire. Only Council has the authority to wave any or all fees.

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
Pre-audit Certification required	☐ YES	☐ NO	☒ N/A
Capital Project Ordinance required	☐ YES	☒ NO	☐ N/A
Budget Transfer required	☐ YES	☒ NO	☐ N/A

Total City Dollars:

Budget Code

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

Result of City Council Decision:

Attachments:

City of Mount Holly Wastewater Reserve Capacity Fee

City of Mount Holly Wastewater Reserve Capacity Allocation Fee

Purpose

The City of Mount Holly (City) owns and operates a Wastewater Treatment Plant (WWTP) and the associated Sanitary Sewer Wastewater Collection System (Collection System). The City Utility Department is obligated by law to comply with conditions of the permit issued to the WWTP and maintain and manage the Collection System as mandated by North Carolina Department of Environment and Natural Resources (NCDENR), Division of Water Quality (DWQ).

This Ordinance is to provide guidance for the allocation of Wastewater Treatment in the City WWTP and Collection System. It is in the City's best interest to establish procedures and policies that are equitable and serve the economic development and growth management goals.

Definitions

For the purposes of this document, the following definitions shall be understood.

Allocation – A reserve of wastewater treatment capacity in the WWTP and Collection System for a particular building or project to discharge a prescribed amount and type of wastewater flow to the City's Collection System.

Allocation Term – A time period where the allocation issued may be renewed before it can be rescinded.

Existing Home – A residential dwelling that exists, is legally occupied, and is served by a private septic tank when the City's Collection System is extended to include the dwellings road frontage.

Gallons per Day (GPD) – A unit of measure of the demand of wastewater.

Allocation Request Eligibility

An applicant must meet several eligibility criteria before an allocation request can be considered.

- For a proposed commercial, industrial, or institutional facility, a site plan as required by the Land Development Guidelines and the Mount Holly Standard Detail, must be reviewed by the City's Technical Review Committee and considered administratively complete, except where a site plan is not required by the Zoning Ordinance.

- For a proposed residential Subdivision as defined by Section 1.5 in the Subdivision Ordinance for both Minor and Major Subdivisions. Site Plan must be reviewed by the City's Technical Review Committee and considered administratively complete, except where a site plan is not required by the Subdivision Ordinance.
- For an existing lot, administratively complete Zoning Permit is issued by the City of Mount Holly.
- For an existing home, an applicant must execute an agreement with the Utility Department to extend sewer lines in accordance with city policies.

Allocation Request Procedure

Eligible Applicants (see above) must submit to the City Engineer a completed Wastewater Allocation Request Application.

Per-Allocation Request Inquiries

Often, property owners or potential purchasers conducting due diligence wish to determine the likelihood of obtaining an allocation for wastewater for forthcoming subdivision projects or site plan submittals. The request should have as much information for the requested allocation as available at the time. The City will endeavor to provide whatever insight possible at the time, recognizing that allocation is not implied or granted by any pre-information that is provided.

Flow Projection Guidance

The allocation request must include a properly estimated design flow for the project, including the detailed basis for the estimates. In many instances, this is best developed by the project engineer. The City reserves the ability to require that the estimate for a project be prepared by a Professional Engineer licensed in the State of North Carolina.

Any allocation granted by the City will be based on conservative estimates of the flow and the City will most likely use the wastewater design flow rates set by NCDENR but, may use any and all data sources in its evaluation of the projected flow.

Industrial flows must be estimated carefully to ensure that the allocation will not be exceeded except in rare instances; hence, the flow estimate must be conservative. However, the estimate must not be grossly conservative, as this will unnecessarily consume allocated treatment capacity and elevate allocation Fees for the applicant.

Commercial or Industrial projects that can anticipate unusual variability in daily flow demands must be examined closely before allocation can be granted. The City will likely require substantially greater operational information so that the best possible projection can be made. It is likely that the City will require such facilities to enter into a Special Industrial Discharge

Permit with the City to regulate the flow quantity and, if the (sewage) flow is not consistent with domestic sewage, its discharge characteristics.

Commercial, Industrial, and other users that expect to generate wastewater demand other than seven days per week may not average their flows over seven days or otherwise smooth their usage to suggest a lesser daily demand (e.g., in an attempt to reduce allocation fees). The allocation of flow must assume that the flow from a project will be seen by the treatment plant every day (not just five days per week). For example, a manufacturing plant that anticipates operating five days per week and using 5,000 gpd would use an estimated 1.3 million gallons per year; it is not permissible to divide this by 365 days to arrive at 3,562 gpd.

Expanded Flow Demand

A facility may not exceed its allocation without written authority from the City. The City will audit usage from time to time to ensure that demand is consistent with the allocation issued. A user whose demand exceeds the allocation will be notified of the excursion and directed to reduce the usage or request an expanded flow allocation (anomalous periods of flow not indicative of abuse will generally not be acted upon). Users who plan to expand their operation or change it in a manner that will increase their flow needs must request an expanded allocation in the same manner as a new allocation request.

Allocations for a revision or change of use for an existing building may be credited for recent historic flow for the previous use. The historic flow shall be determined by examination of actual consumption reflected on utility bills from the facility and other information available from the City. Typically, the previous two year period will be examined to determine trends of the use; the City will make this judgment.

Authority to Allocate Sewer Capacity

The Utility Director under the direction of the City Manager with the consent of the City Council is authorized to allocate capacity for the City maintained sewer facilities. No allocations are valid except those made in writing, constrained by the terms therein, and subject to all relevant local, state, and federal regulations.

Reservation of Allocations

Allocations cannot be reserved. Allocations are issued only for projects that have initial approval status, as detailed above, and are likely to proceed forward in the near future. Allocations are issued on a first come, first served basis within a category of allocation (i.e., commercial, industrial, residential, etc.). The Mount Holly City Council may, from time to time, execute resolutions that reserve capacity within categories (e.g., commercial, industrial, institutional, residential) to match the resource to City's objectives.

Expiry

Generally, allocation terms will expire approximately twelve to twenty four months from the date of issue, unless renewed in writing, by the City. Any allocations without an explicit expiration shall be considered expired two years after the issuance date. If an applicant loses eligibility, any issued allocations for the project will expire and a new application must be submitted. Fees paid for expired allocations are non-refundable and non-transferable. The City is not likely to extend expiry for projects that are not being diligently pursued.

An expired allocation can be re-issued at the City's discretion, upon request in writing, but the allocation shall be considered a new application as it pertains to any required documentation.

When an allocation expires, any unused balance not in substantial use shall expire and can only be re-established with a new allocation request. Unused balances may not be retained or transferred to another project. By way of examples:

- Residential subdivision lots established by recorded Final Plats shall be considered in substantial use, even if they remain unimproved at the time of expiry.
- A commercial or industrial facility with an allocation of 5,000 gpd that has been constructed and is operational at, for example, 4,200 gpd as an average shall continue to be entitled to operate up to an average of 5,000 gpd as long as the facility continuously operates.
- A commercial or industrial facility with an allocation of 5,000 gpd that has been constructed and has been operational for some time at, for example, 2,200 gpd as an average (perhaps the business enterprise didn't develop as was expected or as quickly as expected) will not be able to claim an historic use of 5,000 gpd in a change of use allocation. If such a facility substantially underutilizes its allocation over an extended period of time (a year or more), they may not sharply increase their flow without review by the City.

Allocation Fee

The replacement cost of treatment capacity in the WWTP to the City is \$10.00 – \$15.00 per gallon. A small portion of that cost is passed along to new customers. All new and expanded users of the City's sewer utilities must pay a non-refundable and non-transferable fee up to \$5.00 per gallon a 48 month non-rescindable allocation.

- When the initial allocated capacity is issued for twelve to twenty four months will have a fee of \$2.50 per gpd of wastewater allocation requested (50% of the \$5.00 per gallon replacement fee).
- Before the expiration of the allocated capacity any unused balances may be renewed twice. There will be a fee of \$1.25 per gpd of unused wastewater allocation requested every 12 months (25% of the \$5.00 per gallon replacement fee additional 12 months).
- If further renewals are needed they may be requested every 12 months for a fee of \$0.50 per gpd of unused wastewater allocation up to ten years from the original date of issue. Renewal request after three years will be at the City's discretion but will not unreasonably be decline.

Fees Collected

All monies collected will be used for the construction to increase the capacity of the Wastewater Treatment Plant (either the existing Mount Holly Wastewater Treatment Plant or any future Wastewater Treatment Plant) or to purchase additional capacity in a Wastewater Treatment Plant.

Fee Exclusion

Allocation fees may be waived in the cases where it would be to the benefit of the City. This would be in the case where the collection system was extended to include an existing home or homes and it would benefit the City to have new revenue to recoup construction cost of the system extenuation. The Mount Holly City Council may, from time to time, execute resolutions that waive fees within categories (e.g., commercial, industrial, institutional, residential) to match the resource to City's objectives.

Ownership of Allocations

Applicants who are granted allocations do not own the allocations and may not transfer, trade, or sell them. The City will not unreasonably withhold approval to transfer allocations to a proposed buyer of a site if the use of the property is consistent with the allocation. A request for such transfer must be made in writing, with substantial details of the transaction as they pertain to the allocation and the allocations has not expired.

Typical Conditions of Allocations

Applicants should anticipate some or all of the following conditions if an allocation is granted. This list is not inclusive and not all of these will apply to a given allocation, but this list is intended to better prepare the applicant.

- Users are prohibited from knowingly exceeding their allocated amount without permission from the City.
- If actual flows are seen to be consistently greater than the allocated amount after occupancy begins, an additional allocation must be then requested and additional Allocation Fees would be due at that time, if allocation is available.
- Unless noted otherwise, all allocations are intended for normal strength domestic sewage
- Non-domestic sewage is permitted only within approved parameters.
- All wastewater entering the City's Collection System will meet the Sewer Use Ordinance and the FOG Ordinance at all times.
- This allocation is not "property" of the applicant or other third parties and cannot be transferred to other parties without approval of the City. Any allocated flow not used as part of this project may not be reserved by any party or transferred to another project.



City of Mount Holly Action Agenda Item

To: City Council	Date: June 17, 2013
From: James Friday	Meeting Date: June 24, 2013

Agenda Item to be considered:**Mountain Island Village Lift Station**

Will this require a public hearing? ☐ YES ☒ NO

Background/Purpose of Request :

The Homeowners Association for the Mountain Island Village Subdivision has requested the City to take ownership of the lift station located at the back of the property. The City is now responsible for the sewer mains that are currently in place. After inquiring with the State the following was told to us; until the developer would be responsible for the station. If he defaulted it would be the Homeowners Association responsibility. If they could not afford to maintain the station and the City did not take ownership of the station the State would condemn the property.

The developer has agreed to make upgrade to the station at a cost of \$17,499. The upgrades will bring the station up to the City's standards. The developer will also purchase a replacement pump for the station (see attachment for cost estimate of the changes).

The cost to the City for operating the lift station per year would be approximately \$7,000.

Fiscal Impact:

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

Total City Dollars:**Budget Code**

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

It would be better to take over the station while it is in very good condition with all requested upgrades as opposed to taking responsibility after it has been neglected to the point that the State is ready to shut it down.

Result of City Council Decision:**Attachments:**

Request from Homeowners Association
Estimate for changes to the station



Homeowners Association

SENT VIA EMAIL AND US REGUAL MAIL

April 23, 2013

James Friday
City of Mount Holly
PO Box 406
Mt Holly, NC 28210

Re: Mountain Island Village Subdivision

Dear Mr. Friday,

The effect of the declining real estate market has greatly affected developers around the country. Specifically, market conditions have slowed the development of Mountain Island Village (MIV). The MIV community was planned to construct 95 townhomes over a 48 month period. It has been over 67 months since the community was started and only 19 of the units have been constructed. The burden to maintain the lift station by 19 homeowners is overwhelming. As a result, the homeowner's association has struggled to cover the cost of inspecting and maintaining. Please consider this request to transfer the lift station to the City of Mount Holly on behalf of the homeowners of Mountain Island Village..

Thank you for your consideration.

Sincerely,

Ed McLelland
Mountain Island Village Homeowner's Association

Carolina Lift Stations, LLC
 PO Box 746
 York, SC 29745

Estimate

Date	Estimate #
8/22/2011	378

Name / Address
Mountain Island Village, LLC c/o Southside Attn: Misty McConnell PO BOX 19010 Charlotte, NC 28219

Project
5130-Station Improvements

Description	Unit Qty	Cost	Total
Proposed work to bring station into compliance with Mount Holly standards per 8/4/11 e-mail.			
Remove existing blind flange for emergency pump out connection in valve vault and install Bauer type connector per Mt. Holly standards. Provide one Fairbanks Morse replacement pump to meet existing pump capacity of 225gpm@36tdh. Convert existing propane generator to natural gas. Replace existing alarm dialer with Mission dialer. Install portable hoist and base socket for removal of pumps. Install water service and 2" yard hydrant. Install Transient Voltage Surge Suppressor (TVSS) on control panel. Provide Operation and Maintenance manuals for pumps and control panel.	20	70.00	1,400.00
Additional Employee, discounted labor rate	16	45.00	720.00
Connector, Bauer, 4" Ball, Flanged	1	189.00	189.00T
End Cap, Bauer, 4"	1	28.50	28.50T
Freight	1	20.00	20.00
Gasket, Flange, 4" Red Rubber	1	5.76	5.76T
Bolt, 5/8"- 11 x 2-1/2", stainless steel	8	2.1125	16.90T
Nut, 5/8"- 11, stainless steel	8	1.7275	13.82T
Pump, Fairbanks Morse, 5hp, 460v, 1165rpm, Frame 210T (Flygt cannot convert to Fairbanks rail system or controls).	1	7,650.00	7,650.00T
Freight	1	150.00	150.00
Conversion Kit, Generator, Propane to Natural Gas	1	240.00	240.00T
Sub-contracted Service, Generator Conversion	1	600.00	600.00
Sub-contracted Service, Install gas line and regulator (PSNC)	1	540.00	540.00
Dialer, Mission Model M800 FlatPak Unit (cellular)	1	2,394.00	2,394.00T
Wet Well Module Version 2	1	198.00	198.00T
Total			

Phone #	E-mail
803-628-0742	BCaldwell@CarolinaLiftStations.com

Carolina Lift Stations, LLC
PO Box 746
York, SC 29745

Estimate

Date	Estimate #
8/22/2011	378

Name / Address
Mountain Island Village, LLC c/o Southside Attn: Misty McConnell PO BOX 19010 Charlotte, NC 28219

Project
5130-Station Improvements

Description	Unit Qty	Cost	Total
Mission 511 service package. One Year Monitoring Service	1	676.08	676.08
Freight	1	20.00	20.00
Hoist, Model D2B36B, 1000lb. Capacity	1	761.00	761.00T
Socket, Hoist, D2F	1	187.20	187.20T
Freight	1	125.00	125.00
Anchor, Wedge, 3/4 x 5-1/2, stainless steel	4	19.695	78.78T
Water Service Installation	1		
Leviton Manufacturing Company TVSS Panel Supp Transient Voltage Surge Suppressor	1	554.34	554.34T
O&M Updating and Copying (3 Sets)	1	100.00	100.00
NOTES: Estimate does not include any tap/connection fees for water service that may be charged by Mount Holly. Upon installation and activation of Mission dialer, phone service to station can be terminated. Sales Tax, Gaston Co, NC		6.75%	831.42
Total			\$17,499.80

Phone #	E-mail
803-628-0742	BCaldwell@CarolinaLiftStations.com



City of Mount Holly Action Agenda Item

To: City Council

Date: June 21, 2013

From: Danny Jackson, City Manager

Meeting Date: June 24, 2013

Agenda Item to be considered: #8 – Discussion of appointment/reappointment to the Tourism Development Authority

Will this require a public hearing?

☐ YES

☒ NO

Background/Purpose of Request : As you all are aware, last week I sent you an email message regarding the term expiration of Wendy Foster, Chairperson of the Tourism Development Authority (TDA). I also sent you a message from Wendy Foster, indicating that she was willing to continue her role on the TDA, if the City Council so chooses. I have met with Mrs. Foster to discuss the matter. She is fully aware of the options that are before the City Council. Since my discussion with Mrs. Foster and subsequent notification to the City Council, I have a couple of issues to present.

Enclosed you will find a copy of the TDA Roster, the actual occupancy tax legislation adopted by the General Assembly and the TDA Resolution approved by the City Council. By virtue of the Resolution, there are membership requirements that might need addressing. More specifically, the clause stating that all members of the TDA must work or live within the City of Mount Holly, is of concern. It appears that the City Council has to adhere to the clause or amend the Resolution to reflect the current circumstances. I would recommend the latter.

The second issue is that of finances. Given the current state of the economy, I would suggest that the City Council consider a vote to allow the City Manager to oversee the finances of the TDA much like other city departments. This would ensure closer scrutiny of the finances, which would be in the best interest of both the TDA and the City of Mount Holly. Although having the City Finance Officer as an ex-officio member of the TDA helps, legally there is not an avenue for authority. Therefore, in my estimation, the City Council would have to create the authority. I will discuss the matter in more detail with both Mrs. Foster and the City Attorney.

In regard to Council's reaction to the term expiration for Mrs. Foster, I am not opposed to the reappointment but would highly recommend that the City Council votes for the City Manager oversight as mentioned above. Should the City Council decide to appoint a new member to the Board, my recommendation for oversight is still the same.

<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: Motion to reappoint Wendy Foster to the TDA, for another 3 year term to expire in April of 2016. Motion to give the City Manager financial authority over the TDA.

Result of City Council Decision:

Attachments: TDA Roster, Occupancy Tax Legislation and Resolution governing the TDA

**RESOLUTION AUTHORIZING THE CITY OF MOUNT HOLLY
TOURISM DEVELOPMENT AUTHORITY
AND ENACTING A 3% ROOM OCCUPANCY TAX**

WHEREAS, the City Council of Mount Holly ("the Council") is authorized pursuant to local legislation to levy a room occupancy tax of not more than three (3%) percent of the gross receipts derived from the rental in the City of Mount Holly of any room, lodging, or similar accommodation subject to sales tax under G. S. 105-164.4(a)(3); and

WHEREAS, the Council determines that it is in the best interest of the City of Mount Holly to enact a three (3%) percent room occupancy tax; and,

WHEREAS, pursuant to the legislation, upon adoption of the three (3%) percent room occupancy tax, the Council must establish the City of Mount Holly Tourism Development Authority ("the Authority"), which shall become a public authority under the laws of the State of North Carolina and subject to the Local Government Budget and Fiscal Control Act; and,

WHEREAS, the Authority shall consist of three (3) members appointed by the Council, as follows:

One (1) shall be an individual who are affiliated with businesses that collect the tax; and
Two (2) shall be individuals who are active in the promotion of travel and tourism in the City of Mount Holly.

- All vacancies on the Authority shall be appointed by the Council. Every member of the Authority must live or work within the City of Mount Holly. Members of the Authority shall serve three (3) year terms, except that in order to accomplish staggered terms, the Council shall designate one member to serve an initial one year term, one member to serve an initial two year term, and one member to serve an initial three year term.
- The Authority Chairperson shall be appointed by the Council; the Authority must appoint the Vice-Chairperson and Secretary. The Finance Officer for the City of Mount Holly shall be the *ex officio* finance officer of the Authority.
- The Authority will submit quarterly financial reports to the Council that account for the expenditures of the occupancy tax and also a fiscal year end report in such detail as the Council may require.
- The compensation, if any, for the Authority members shall be determined by the Council.

IT IS HEREBY RESOLVED:

1. The City Council of Mount Holly hereby adopts a three (3%) percent room occupancy tax of the gross receipts derived from the rental in the City of Mount Holly of any room, lodging, or similar accommodation subject to sales tax under G. S. 105-164.4(a)(3);
2. The City Council of Mount Holly Tourism Authority is hereby established and shall be composed of a three (3) member Authority as outlined above in this resolution;

3. All revenue generated by virtue of this resolution shall be transferred as provided by the enabling legislation.
4. This resolution takes effect on March 1, 2010.

Upon motion duly made by Councilperson Bishop, seconded by Councilperson Toomey, and approved by vote of 6 ayes and 0 nays, this 8th day of February, 2010.

Bryan M. Hough
Mayor

Attest:

Amy R Miller
Clerk



- (3) Tourism-related expenditures. -- Expenditures that, in the judgment of the McAdenville Tourism Development Authority, are designed to increase the use of lodging facilities, meeting facilities, or convention facilities in the town or to attract tourists or business travelers to the town. The term includes tourism-related capital expenditures.

SECTION 4.1.(d) Distribution and Use of Tax Revenue. -- The Town of McAdenville shall, on a quarterly basis, remit the net proceeds of the occupancy tax to the McAdenville Tourism Development Authority. The Authority shall use at least two-thirds of the funds remitted to it under this subsection to promote travel and tourism in McAdenville and shall use the remainder for tourism-related expenditures.

SECTION 4.2. Tourism Development Authority. -- (a) Appointment and Membership. -- When the Town Council adopts a resolution levying a room occupancy tax under this act, it shall also adopt a resolution creating the McAdenville Tourism Development Authority, which shall be a public authority under the Local Government Budget and Fiscal Control Act. The resolution shall provide for the membership of the Authority, including the members' terms of office, and for the filling of vacancies on the Authority. At least one-third of the members shall be individuals who are affiliated with businesses that collect the tax in the town, and at least one-half of the members shall be individuals who are currently active in the promotion of travel and tourism in the town. The McAdenville Town Council shall designate one member of the Authority as chair and shall determine the compensation, if any, to be paid to members of the Authority.

The Authority shall meet at the call of the chair and shall adopt rules of procedure to govern its meetings. The Finance Officer for McAdenville shall be the ex officio finance officer of the Authority.

SECTION 4.2.(b) Duties. -- The Authority shall expend the net proceeds of the tax levied under this act for the purposes provided in Section 1 of this act. The Authority shall promote travel, tourism, and conventions in the town, sponsor tourist-related events and activities in the town, and finance tourist-related capital projects in the town.

SECTION 4.2.(c) Reports. -- The Authority shall report quarterly and at the close of the fiscal year to the McAdenville Town Council on its receipts and expenditures for the preceding quarter and for the year in such detail as the Town Council may require.

PART V. MOUNT HOLLY OCCUPANCY TAX.

SECTION 5.1. Occupancy tax. -- (a) Authorization and Scope. -- The Mount Holly City Council may levy a room occupancy tax of up to three percent (3%) of the gross receipts derived from the rental of any room, lodging, or accommodation furnished by a hotel, motel, inn, tourist camp, or similar place within the city that is subject to sales tax imposed by the State under G.S. 105-164.4(a)(3). This tax is in addition to any State or local sales tax. This tax does not apply to accommodations furnished by nonprofit charitable, educational, or religious organizations when furnished in furtherance of their nonprofit purpose.

SECTION 5.1.(b) Administration. -- A tax levied under this section shall be levied, administered, collected, and repealed as provided in G.S. 160A-215. The penalties provided in G.S. 160A-215 apply to a tax levied under this section.

SECTION 5.1.(c) Definitions. -- The following definitions apply in this act:

- (1) Net proceeds. -- Gross proceeds less the cost to the city of administering and collecting the tax, as determined by the finance officer, not to exceed three percent (3%) of the first five hundred thousand dollars (\$500,000) of gross proceeds collected each year and one percent (1%) of the remaining gross proceeds collected each year.
- (2) Promote travel and tourism. -- To advertise or market an area or activity, publish and distribute pamphlets and other materials, conduct market research, or engage in similar promotional activities that attract tourists or

business travelers to the area. The term includes administrative expenses incurred in engaging in the listed activities.

- (3) Tourism-related expenditures. -- Expenditures that, in the judgment of the Mount Holly Tourism Development Authority, are designed to increase the use of lodging facilities, meeting facilities, or convention facilities in the city or to attract tourists or business travelers to the city. The term includes tourism-related capital expenditures.

SECTION 5.1.(d) Distribution and Use of Tax Revenue. -- The City of Mount Holly shall, on a quarterly basis, remit the net proceeds of the occupancy tax to the Mount Holly Tourism Development Authority. The Authority shall use at least two-thirds of the funds remitted to it under this subsection to promote travel and tourism in Mount Holly and shall use the remainder for tourism-related expenditures.

SECTION 5.2. Tourism Development Authority. -- (a) Appointment and Membership. -- When the City Council adopts a resolution levying a room occupancy tax under this act, it shall also adopt a resolution creating the Mount Holly Tourism Development Authority, which shall be a public authority under the Local Government Budget and Fiscal Control Act. The resolution shall provide for the membership of the Authority, including the members' terms of office, and for the filling of vacancies on the Authority. At least one-third of the members shall be individuals who are affiliated with businesses that collect the tax in the city, and at least one-half of the members shall be individuals who are currently active in the promotion of travel and tourism in the city. The Mount Holly City Council shall designate one member of the Authority as chair and shall determine the compensation, if any, to be paid to members of the Authority.

The Authority shall meet at the call of the chair and shall adopt rules of procedure to govern its meetings. The Finance Officer for Mount Holly shall be the ex officio finance officer of the Authority.

SECTION 5.2.(b) Duties. -- The Authority shall expend the net proceeds of the tax levied under this act for the purposes provided in Section 1 of this act. The Authority shall promote travel, tourism, and conventions in the city, sponsor tourist-related events and activities in the city, and finance tourist-related capital projects in the city.

SECTION 5.2.(c) Reports. -- The Authority shall report quarterly and at the close of the fiscal year to the Mount Holly City Council on its receipts and expenditures for the preceding quarter and for the year in such detail as the City Council may require.

PART VI. RANLO OCCUPANCY TAX.

SECTION 6.1. Occupancy tax. -- (a) Authorization and Scope. -- The Ranlo Town Council may levy a room occupancy tax of up to three percent (3%) of the gross receipts derived from the rental of any room, lodging, or accommodation furnished by a hotel, motel, inn, tourist camp, or similar place within the town that is subject to sales tax imposed by the State under G.S. 105-164.4(a)(3). This tax is in addition to any State or local sales tax. This tax does not apply to accommodations furnished by nonprofit charitable, educational, or religious organizations when furnished in furtherance of their nonprofit purpose.

SECTION 6.1.(b) Administration. -- A tax levied under this section shall be levied, administered, collected, and repealed as provided in G.S. 160A-215. The penalties provided in G.S. 160A-215 apply to a tax levied under this section.

SECTION 6.1.(c) Definitions. -- The following definitions apply in this act:

- (1) Net proceeds. -- Gross proceeds less the cost to the town of administering and collecting the tax, as determined by the finance officer, not to exceed three percent (3%) of the first five hundred thousand dollars (\$500,000) of gross proceeds collected each year and one percent (1%) of the remaining gross proceeds collected each year.

Tourism Development Authority

Wendy Foster, Chairman
108 Antelope Drive
Mount Holly, NC 28120
704-822-6642
Term Expires: April 2013

Rodney Williams
3906 Hickory Grove Road
Mount Holly, NC 28120
704-616-4008
Term Expires: April 2015

Mr. Phillip Butts
c/o Holiday Inn Express
250 Beaty Road
Belmont, NC 28012
704-812-2000
Term Expires: April 2014

Africa Otis, Staff Liaison
PO Box 406
400 East Central Avenue
Mount Holly, NC 28120



City of Mount Holly Action Agenda Item

To: City Council

Date: June 21, 2013

From: Danny Jackson, City Manager

Meeting Date: June 24, 2013

Agenda Item to be considered: #9 – Consideration to approve two additional dates for the Classic Car Cruise In.

Will this require a public hearing? ☐ YES ☒ NO

Background/Purpose of Request : Ms. Jennifer Jordan of Sweet Peas Unique Gifts, is requesting the City Council to approve two more dates for the Classic Car Cruise In, currently being held this summer. The proposed dates are July 13th and August 10th. Please see the enclosed application for a Special Activities Permit. Ordinarily, this matter would be handled internally and by Consent Agenda at the next Regular Meeting of the City Council. However, since there is a chance that the City Council might be cancelling its July 8th meeting.

While we are on the subject of Special Event requests, I would like to remind you of a request of my own. I am requesting that all Special Event applications that have prior approval from the City Council, be handled by the City Manager and associated staff. This would include the automatic closing of streets and/or alcohol related events. Theoretically speaking, if it's an event that's been in place without incident, staff should be able to expedite the matter by handling it internally. This would lessen the burden placed upon the City Council to review.

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 submitted Special Activities Permit.

Result of City Council Decision:

Attachments: Special Activities Permit



SPECIAL ACTIVITIES PERMIT

Date: 6/11/13

Permit No. _____

The City of Mount Holly Governing Council or its designee may, in its sole discretion, from time to time grant permission by way of a Special Activities Permit upon written application, duly filed, to such persons, associations, partnerships, or corporations who apply for the right to conduct activities of a business, commercial, educational, or civic nature and which activity entails, or might reasonably be expected to entail. Permits shall be issued in accordance with procedure established by the City of Mount Holly Council.

To the City of Mount Holly:

I, the undersigned, so hereby make application to and petition the City Council to grant a special activities permit. In support of this application, the following information is provided:

Applicant Name: Jennifer Jordan
Organization Name (if applicable): Sweet Peas Unique Gifts
Mailing Address: 127 S. Main St. Mt. Holly
Telephone No.: 704-827-6977 Fax No: 704-827-6997 Email: jjsweetpeas@aol.com
Event Location: S. Main St.

Description of Event (include justification as "civic" event as defined above):

Classic Car Cruise In

List of needs from the City: (i.e. street closings, police and fire protection, streets and maintenance, etc)

Street closed from E. Central to Catawba

Event Date(s): 7/13 & Aug 10th Event Times: 5-8 pm

(If this is a recurring event, please list all dates for which the permit is sought.)

Will there be alcoholic beverages sold or consumed yes ☒ no

(If yes a separate ABC permit will need to be obtained through the Police Department)

Contact Person During Event (required)

Contact Number During Event (required)

Jennifer Jordan
704-678-1756 or 704-827-6977

The undersigned states that he/she is of legal age and has read and understands all applicable ordinances, terms and conditions. The undersigned further states that he/she understands that failure to comply with all applicable ordinances, terms and conditions of this permit may result in immediate revocation of permit. A copy of the approved permit must be posted at the event(s).

Applicant Signature: [Signature]

Date: 6/11/13