CITY of MOUNT HOLLY

INCORPORATED 1879

N.C.

April 13, 2015
Council Meeting

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

CITY OF MOUNT HOLLY
MOUNT HOLLY CITY COUNCIL

April 13, 2015
7:00 P.M.

CALL TO ORDER BY THE MAYOR

INVOCATION

PLEDGE OF ALLEGIANCE
Boy Scout Troop 59

SET THE AGENDA

CONSENT AGENDA

1. Approval of reappointment of Rodney Williams to the TDA
2. Approval of the Audit Contract
3. Approval of a Resolution to Approve Advertising for the 2014 Outstanding Taxes
4. Approval of a Special Activities Permit for Wesley Chapel's Block Party
5. Approval of the 2015 Revised Meeting Schedule to include Work Session Meetings
6. Approval of Appointment of Interim Tax Collector
7. Approval of a Budget Amendment
8. Approval of Amendments to the Backflow Ordinance
9. Call for a public hearing regarding a text amendment to the zoning ordinance to allow for solar array systems and panels.
10. Call for a public hearing to rezone approximately 4.93 acres, Parcel ID # 212120 from R-8 Single Family/Conditional Use to Heavy Industrial.
11. Call for a public hearing to rezone approximately 45 acres of Kendrick Farms, Phase 4 with 83 lots remaining to conditional district zoning.
12. Call for public hearing to amend the Land Development Guidelines contingent upon the approval of the Subdivision and Land Development Ordinance amendments.
13. Call for Public Hearing for Annexation of 5053 Clearwater Lake Road
14. Approval of the minutes from the March 9, 2015 Council Meeting
15. Approval of the minutes from the March 23, 2015 Work Session Meeting

PRESENTATIONS

1. Swearing In of Ryan Baker for Fire Chief — *Mayor Bryan Hough*
2. Introduction of New City Employees — *Department Heads*
3. Presentation regarding the "Alliance for Growth Project" — *Mark Cramer*

PUBLIC HEARING

1. Public Hearing regarding a Text Amendment to Section 3.26.1 General Definitions of the Zoning Ordinance. Specifically, to add a definition for Use Prohibited — *Jonathan Wilson*
2. Public Hearing to amend the Subdivision Ordinance — *Jonathan Wilson*

PUBLIC COMMENT – Three (3) Minute Limit

OLD BUSINESS

NEW BUSINESS

OTHER BUSINESS

CLOSED SESSION

1. Closed Session *(pursuant to NCGS 143-318.11 (a) (6))*

ADJOURN

CONSENT AGENDA

City of Mount Holly
Action Agenda Item

To:	City Council	**Date:**	April 8, 2015
From:	Danny Jackson, City Manager	**Meeting Date:**	April 13, 2015

***Agenda Item to be considered:* Consent Agenda #1 – Approval of the reappointment of Rodney Williams to the TDA**

Will this require a public hearing? ☐ **YES** ☒ **NO**

***Background/Purpose of Request :* Mr. Rodney Williams, current member of the Tourism Development Authority (TDA), has reached his three (3) year term expiration. Mr. Williams to my knowledge has agreed to serve again for another three year term, to expire in April of 2018. The City Council has the option of reappointing Mr. Williams or appointing someone else to the TDA Board.**

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 reappoint Mr. Rodney Williams to a three (3) year term to the TDA, to expire in 2018.

Result of City Council Decision:

Attachments:

City of Mount Holly
Action Agenda Item

To: Mayor and City Council	**Date:** 4/9/2015
From: Jamie Guffey	**Meeting Date:** 4/13/2015

Agenda Item to be considered: **Approval of the 2015 Audit Contract**

Will this require a public hearing? ☐ YES ☒ NO

Each year, the City must have an audit done. For the last several years, our auditors have been Martin and Starnes out of Hickory and City staff has been pleased with their work. By LGC rules and regulations were only allowed to enter into annual contracts with the firm. Therefore, we need to approve the audit contractor and then it has to be sent to the LGC for their approval. The LGC must have it prior to June 1. The attached contract is the standard contract that the LGC has put together and very little can be changed on it.

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:

Approve the attached audit contract.

Result of City Council Decision:

Attachments: Audit Contract

LGC-205 (Rev. 2014)

CONTRACT TO AUDIT ACCOUNTS

Of City of Mount Holly, NC & Mount Holly TDA
Governmental Unit and Discretely Presented Component Unit (DPCU) if applicable

On this 18th day of March, 2015,

Auditor: Martin Starnes & Associates, CPAs, P.A. Auditor Mailing Address:

730 13th Avenue Drive SE, Hickory, NC 28602 Hereinafter referred to as The Auditor

and City Council (Governing Board (s)) of

City of Mount Holly, NC & Mount Holly TDA : hereinafter referred to as the Governmental Unit (s), agree as follows:
Governmental Unit (s)

1. The Auditor shall audit all statements and disclosures required by generally accepted accounting principles (GAAP) and additional required legal statements and disclosures of all funds and/or divisions of the Governmental Unit (s) for the period beginning July 1, 2014, and ending June 30, 2015. The non-major combining, and individual fund statements and schedules shall be subjected to the auditing procedures applied in the audit of the basic financial statements and an opinion will be rendered in relation to (as applicable) the governmental activities, the business-type activities, the aggregate DPCU's, each major governmental and enterprise fund, and the aggregate remaining fund information (non-major government and enterprise funds, the internal service fund type, and the fiduciary fund types).

2. At a minimum, the Auditor shall conduct his/her audit and render his/her report in accordance with generally accepted auditing standards. The Auditor shall perform the audit in accordance with *Government Auditing Standards* if required by the State Single Audit Implementation Act, as codified in G.S. 159-34. If required by OMB Circular A-133 Audits of States, Local Governments, and Non-Profit Organizations and the State Single Audit Implementation Act, the Auditor shall perform a Single Audit. This audit and all associated workpapers may be subject to review by Federal and State agencies in accordance with Federal and State laws, including the staffs of the Office of State Auditor (OSA) and the Local Government Commission (LGC). If the audit and/or workpapers are found in this review to be substandard, the results of the review may be forwarded to the North Carolina State Board of CPA Examiners (NC CPA Board).

   County and Multi-County Health Departments: The Office of State Auditor will designate certain programs that have eligibility requirements to be considered major programs in accordance with OMB Circular A-133 for the State of North Carolina. The LGC will notify the auditor and the County and Multi-Health Department of these programs. A County or a Multi-County Health Department may be selected to audit any of these programs as major.

3. If an entity is determined to be a component of another government as defined by the group audit standards - the entity's auditor will make a good faith effort to comply in a timely manner with the requests of the group auditor in accordance with AU-6 §600.41 - §600.42.

4. This contract contemplates an unqualified opinion being rendered. The audit shall include such tests of the accounting records and such other auditing procedures as are considered by the Auditor to be necessary in the circumstances. Any limitations or restrictions in scope which would lead to a qualification should be fully explained in an attachment to this contract.

5. If this audit engagement is subject to the standards for audit as defined in *Government Auditing Standards*, 2011 revisions, issued by the Comptroller General of the United States, then by accepting this engagement, the Auditor warrants that he has met the requirements for a peer review and continuing education as specified in *Government Auditing Standards*. The Auditor agrees to provide a copy of their most recent peer review report regardless of the date of the prior peer review report to the Governmental Unit and the Secretary of the LGC prior to the execution of the audit contract (See Item 22). **If the audit firm received a peer review rating other than pass**, the Auditor shall not contract with the Governmental Unit without first contacting the Secretary of the LGC for a peer review analysis that may result in additional contractual requirements.

   If the audit engagement is not subject to Government Accounting Standards or if financial statements are not prepared in accordance with GAAP and fail to include all disclosures required by GAAP, the Auditor shall provide an explanation as to why in an attachment..

6. It is agreed that time is of the essence in this contract. All audits are to be performed and the report of audit submitted to the State and Local Government Finance Division (SLGFD) within four months of fiscal year end. Audit report is due on: October 31, 2015. If it becomes necessary to amend this due date or the audit fee, an amended contract along with a written explanation of the delay must be submitted to the Secretary of the LGC for approval.

Contract to Audit Accounts (cont.) City of Mount Holly, NC & Mount Holly TDA

Name of Governmental Unit and Discretely Presented Component Unit's (DPCU) if applicable

7. It is agreed that generally accepted auditing standards include a review of the Governmental Unit's systems of internal control and accounting as same relates to accountability of funds and adherence to budget and law requirements applicable thereto; that the Auditor will make a written report, which may or may not be a part of the written report of audit, to the Governing Board setting forth his findings, together with his recommendations for improvement. That written report must include all matters defined as "significant deficiencies and material weaknesses" in AU-C 265 of the *AICPA Professional Standards (Clarified)*. The Auditor shall file a copy of that report with the Secretary of the LGC.

8. All local government and public authority contracts for audit or audit-related work require the approval of the Secretary of the LGC. This includes annual or special audits, agreed upon procedures related to internal controls, bookkeeping or other assistance necessary to prepare the Governmental Unit's records for audit, financial statement preparation, any finance-related investigations, or any other audit-related work in the State of North Carolina. **Invoices for services rendered under these contracts shall not be paid by the Governmental Unit until the invoice has been approved by the Secretary of the LGC.** (This also includes any progress billings.) [G.S. 159-34 and 115C-447] All invoices for Audit work must be submitted by email in PDF format to the Secretary of the LGC for approval. The invoices must be sent to: lgc.invoice@nctreasurer.com . Subject line should read "Invoice – [Unit Name]. The PDF invoice marked 'approved' with approval date will be returned by email to the Auditor to present to the Governmental Unit for payment. Approval is not required on contracts and invoices for system improvements and similar services of a non-auditing nature.

9. In consideration of the satisfactory performance of the provisions of this contract, the Governmental Unit shall pay to the Auditor, upon approval by the Secretary of the LGC, the following fee, which includes any cost the Auditor may incur from work paper or peer reviews or any other quality assurance program required by third parties (Federal and State grantor and oversight agencies or other organizations) as required under the Federal and State Single Audit Acts:

Year-end bookkeeping assistance – [*For audits subject to Government Auditing Standards, this is limited to bookkeeping services permitted by revised Independence Standards*] ______

Audit $29,400 + $1,500 for Single Audit procedures

Preparation of the annual financial statements $4,600

Prior to submission of the completed audited financial report, applicable compliance reports and amended contract (if required) the Auditor may submit invoices for approval for services rendered, not to exceed 75% of the total of the stated fees above. If the current contracted fee is not fixed in total, invoices for services rendered may be approved for up to 75% of the prior year audit fee. The 75% cap for interim invoice approval for this audit contract is $ 26,625 **** NA if no interim billing**

10. If the Governmental Unit has outstanding revenue bonds, the Auditor shall include documentation either in the notes to the audited financial statements or as a separate report submitted to the SLGFD along with the audit report, a calculation demonstrating compliance with the revenue bond rate covenant. Additionally, the Auditor should be aware that any other bond compliance statements or additional reports required in the authorizing bond documents need to be submitted to the SLGFD simultaneously with the Governmental Unit's audited financial statements unless otherwise specified in the bond documents.

11. After completing the audit, the Auditor shall submit to the Governing Board a written report of audit. This report shall include but not be limited to the following information: (a) Management's Discussion and Analysis, (b) the financial statements and notes of the Governmental Unit and all of its component units prepared in accordance with GAAP, (c) supplementary information requested by the client or required for full disclosure under the law, and (d) the Auditor's opinion on the material presented. The Auditor shall furnish the required number of copies of the report of audit to the Governing Board as soon as practical after the close of the accounting period.

12. If the audit firm is required by the NC CPA Board or the Secretary of the LGC to have a pre-issuance review of their audit work, there must be a statement added to the engagement letter specifying the pre-issuance review including a statement that the Governmental Unit will not be billed for the pre-issuance review. The pre-issuance review must be performed **prior** to the completed audit being submitted to the LGC. The pre-issuance report must accompany the audit report upon submission to the LGC.

13. The Auditor shall electronically submit the report of audit to the LGC when (or prior to) submitting the invoice for services rendered. The report of audit, as filed with the Secretary of the LGC, becomes a matter of public record for inspection, review and copy in the offices of the SLGFD by any interested parties. Any subsequent revisions to these reports must be sent to the Secretary of the LGC. These audited financial statements are used in the preparation of official statements for debt offerings (the Auditors' opinion is not included) by municipal bond rating services to fulfill secondary market disclosure requirements of the Securities and Exchange Commission and other lawful purposes of the Governmental Unit without subsequent consent of the

Auditor. If it is determined by the LGC that corrections need to be made to the Governmental Unit's financial statements, they should be provided within three days of notification unless, another time frame is agreed to by the LGC.

If the OSA designates certain programs to be audited as major programs, as discussed in item #2, a turnaround document and a representation letter addressed to the OSA shall be submitted to the LGC.

The LGC's process for submitting contracts, audit reports and Invoices is subject to change. Auditors should use the submission process in effect at the time of submission. The most current instructions will be found on our website: https://www.nctreasurer.com/slg/Pages/Audit-Forms-and-Resources.aspx

14. Should circumstances disclosed by the audit call for a more detailed investigation by the Auditor than necessary under ordinary circumstances, the Auditor shall inform the Governing Board in writing of the need for such additional investigation and the additional compensation required therefore. Upon approval by the Secretary of the LGC, this contract may be varied or changed to include the increased time and/or compensation as may be agreed upon by the Governing Board and the Auditor

15. If an approved contract needs to be varied or changed for any reason, the change must be made in writing, signed and dated by all parties and pre-audited if the change includes a change in audit fee. This document and a written explanation of the change must be submitted by email in PDF format to the Secretary of the LGC for approval. The portal address to upload your amended contract and letter of explanation documents is http://nctreasurer.slgfd.leapfile.net No change shall be effective unless approved by the Secretary of the LGC, the Governing Board, and the Auditor.

16. Whenever the Auditor uses an engagement letter with the Governmental Unit, Item #17 is to be completed by referencing the engagement letter and attaching a copy of the engagement letter to the contract to incorporate the engagement letter into the contract. In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract will control. Engagement letter terms are deemed to be void unless the conflicting terms of this contract are specifically deleted in Item #23 of this contract. Engagement letters containing indemnification clauses will not be approved by the LGC.

17. Special provisions should be limited. Please list any special provisions in an attachment. See attached engagement letter.

18. A separate contract should not be made for each division to be audited or report to be submitted. If a DPCU is subject to the audit requirements detailed in the Local Government Budget and Fiscal Control Act and a separate audit report is issued, a separate audit contract is required. If a separate report is not issued and the DPCU is included in the primary government audit, the DPCU must be named along with the parent government on this audit contract. Signatures from the DPCU Board chairman and finance officer also must be included on this contract.

19. The contract must be executed, pre-audited, physically signed by all parties including Governmental Unit and Auditor signatures and submitted in PDF format to the Secretary of the LGC. The current portal address to upload your contractual documents is http://nctreasurer.slgfd.leapfile.net Electronic signatures are not accepted at this time. Included with this contract are instructions to submit contracts and invoices for approval as of April, 2014. These instructions are subject to change. Please check the NC Treasurer's web site at www.nctreasurer.com for the most recent instructions.

20. The contract is not valid until it is approved by the LGC Secretary. The staff of the LGC shall notify the Governmental Unit and Auditor of contract approval by email. The audit should not be started before the contract is approved.

21. There are no other agreements between the parties hereto and no other agreements relative hereto that shall be enforceable unless entered into in accordance with the procedure set out herein and approved by the Secretary of the LGC.

22. Municipal & County Contracts: The Auditor acknowledges that any private employer transacting business in this State who employs 25 or more employees in this State must, when hiring an employee to work in the United States, use E Verify to verify the work authorization of the employee in accordance with N.C.G.S. §64 26(a). The Auditor acknowledges further that any such private employer and its subcontractors must comply with all of the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes (North Carolina's E-verify law), and that such private employer has a duty under the law to ensure compliance by its subcontractors. The Auditor further acknowledges that this contract is of the type governed by S.L. 2013-418, which makes it unlawful for a local government to enter into certain types of contracts unless the contractor and its subcontractors comply with North Carolina's E-verify law, and that failure to comply with such law could render this contract void. The Auditor hereby covenants, warrants and represents for itself and its subcontractors that with respect to this contract the Auditor and its subcontractors shall comply with the provisions of North Carolina's E-verify law and that failure to comply with such law shall be deemed a breach of this contract and may render this contract void.

23. All of the above paragraphs are understood and shall apply to this contract, except the following numbered paragraphs shall be deleted: (See Item 16 for clarification).

Contract to Audit Accounts (cont.) City of Mount Holly, NC & Mount Holly TDA
Name of Governmental Unit and Discretely Presented Component Unit's (DPCU) if applicable

Communication regarding audit contract requests for modification or official approvals will be sent to the email addresses provided in the spaces below.

Audit Firm Signature:

Martin Starnes & Associates, CPAs, P.A.
Name of Audit Firm

By Amber Y. McGhinnis, Audit Manager
Authorized Audit firm representative name: Type or print

Amber Y. McGhinnis
Signature of authorized audit firm representative

amcghinnis@martinstarnes.com
Email Address of Audit Firm:

Date March 18, 2015

Governmental Unit Signatures:

By Bryan Hough, Mayor
Mayor / Chairperson: Type or print name and title

Signature of Mayor/Chairperson of governing board

Date

By Wendy Foster, TDA Chair
DPCU Chairperson: Type or print name and title

Signature of Chairperson of DPCU if applicable

Date

Unit Signatures (continued):

By N/A
Chair of Audit **Committee** - Type or print name

N/A **
Signature of **Audit Committee Chairperson**

Date N/A
*** If Governmental Unit has no audit committee, this section should be marked "N/A."*

PRE-AUDIT CERTIFICATE: Required by G.S. 159-28 (a)
This instrument has been preaudited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act. Additionally, the following date is the date this audit contract was approved by the governing body.

By Africa Otis, Finance Officer
Governmental Unit **Finance Officer**: Type or print name

Finance Officer Signature

africa.otis@mtholly.us
Email Address of Finance Officer

Date
*(Pre-audit Certificate **must be dated**.)*

Date Governing Body Approved Audit Contract - G.S. 159-34(a)

Board Approval Date – Primary Government

Board Approval Date - DPCU

KWH **Koonce, Wooten & Haywood, LLP**
CERTIFIED PUBLIC ACCOUNTANTS

SYSTEM REVIEW REPORT

May 22, 2012

Martin, Starnes & Associates, CPAs, PA and the
Peer Review Committee, North Carolina Association
of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Martin, Starnes & Associates, CPAs, PA (the firm) in effect for the year ended December 31, 2011. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under the *Government Auditing Standards* and audits of employee benefit plans.

In our opinion, the system of quality control for the accounting and auditing practice of Martin, Starnes & Associates, CPAs, PA, in effect for the year ended December 31, 2011, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass, pass with deficiency(ies)* or *fail.* Martin, Starnes & Associates, CPAs, PA has received a peer review rating of *pass.*

Koonce, Wooten & Haywood, LLP

Koonce, Wooten & Haywood, LLP

Raleigh
4060 Barrett Drive
Post Office Box 17806
Raleigh, North Carolina 27619

919 782 9265
919 783 8937 FAX

Durham
3511 Shannon Road
Suite 100
Durham, North Carolina 27707

919 354 2584
919 489 8183 FAX

Pittsboro
10 Sanford Road
Post Office Box 1399
Pittsboro, North Carolina 27312

919 542 6000
919 542 5764 FAX

MARTIN ♦ STARNES
& ASSOCIATES, CPAs, P.A.
"A Professional Association of Certified Public Accountants and Management Consultants"

March 18, 2015

Africa Otis, Finance Officer
City of Mount Holly
400 E Central Avenue
Mount Holly, NC 28120

We appreciate the opportunity to prepare for you the Annual Financial Information Report (AFIR) for the year ending June 30, 2015. This engagement letter is to confirm our mutual understanding of the terms and objectives of our engagement and the nature and limitations of the services we will provide.

We will prepare the Annual Financial Information Report for the year ended June 30, 2015 from financial information that you provide. You agree to assume all management responsibilities for the AFIR services we provide; to oversee the services by designating an individual, preferably from senior management, who possesses suitable skill, knowledge, or experience; to evaluate the adequacy and results of the services; and to accept responsibility for them.

Our engagement cannot be relied upon to disclose errors, fraud, or other illegal acts that may affect the accuracy or completeness of your accounting records and financial statements. However, we will inform you of any material errors that come to our attention and any fraud or other illegal acts that come to our attention, unless they are clearly inconsequential. In addition, we have no responsibility to identify and communicate significant deficiencies or material weaknesses in your internal control as part of this engagement.

Our fees for the AFIR services will be $1,000. Our invoices for these services will be rendered each month as work progresses and are payable upon presentation. We are required to inform you that we charge interest 18% per annum on all invoices more than 30 days old.

We will be pleased to discuss this letter with you at any time. If the following is in accordance with your understanding, please indicate your acceptance by signing below and returning to our office.

Sincerely,

Martin Starnes & Associates, CPAs, P.A.

Martin Starnes & Associates, CPAs, P. A.

730 13th Avenue Drive SE ♦ Hickory, North Carolina 28602 ♦ Phone 828-327-2727 ♦ Fax 828-328-2324
13 South Center Street ♦ Taylorsville, North Carolina 28681 ♦ Phone 828-632-9025 ♦ Fax 828-632-9085
Toll Free Both Locations 1-800-948-0585 ♦ Website: www.martinstarnes.com

ACKNOWLEDGMENT:

If the foregoing fairly sets forth your understanding, please sign the enclosed copy of this letter in the space indicated and return it to our office. However, if there are additional services other than services identified in your audit contract and engagement letter you expect us to perform, please inform us by noting so just below your signature at the end of the returned copy of this letter.

We want to express our appreciation for this opportunity to work with you.

Accepted by: ____

Title: ______________________________ Date: ________________

MARTIN ❖ STARNES
& ASSOCIATES, CPAs, P.A.
"A Professional Association of Certified Public Accountants and Management Consultants"

March 18, 2015

Africa Otis, Finance Officer
City of Mount Holly
400 E Central Avenue
Mount Holly, NC 28120

We are pleased to confirm our understanding of the services we are to provide the City of Mount Holly, NC for the year ended June 30, 2015. We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of the City of Mount Holly as of and for the year ended June 30, 2015. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as Management's Discussion and Analysis (MD&A), to supplement the City of Mount Holly's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the City of Mount Holly's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited: 1) Management's Discussion and Analysis and 2) the Law Enforcement Officer's Special Separation Allowance schedules (if applicable), and 3) Other Post-Employment Benefit schedules (if applicable).

We have also been engaged to report on supplementary information other than RSI that accompanies the City of Mount Holly's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole: 1) the combining and individual fund financial statements, 2) budget and actual schedules, 3) supplemental ad valorem tax schedules, 4) Tourism Development Authority schedules, 5) Statements and Certifications of Actual Modernization Costs, and 5) the Schedule of Expenditures of Federal and State Awards.

730 13th Avenue Drive SE ♦ Hickory, North Carolina 28602 ♦ Phone 828-327-2727 ♦ Fax 828-328-2324
13 South Center Street ♦ Taylorsville, North Carolina 28681 ♦ Phone 828-632-9025 ♦ Fax 828-632-9085
Toll Free Both Locations 1-800-948-0585 ♦ Website: www.martinstarnes.com

Audit Objectives

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements taken as a whole. The objective also includes reporting on:

- Internal control related to the financial statements and compliance with laws, regulations, contracts and grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.

- Internal control related to major programs and an opinion (or disclaimer of opinion) on compliance with laws, regulations, and the provisions of contracts or grant agreements that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133, *Audit of States, Local Governments, and Non-Profit Organizations*.

The reports on internal control and compliance will each include a paragraph that states that the purpose of the report is solely to describe (1) the scope of testing of internal control over financial reporting and compliance and the result of that testing and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance, (2) the scope of testing internal control over compliance for major programs and major program compliance and the result of that testing and to provide an opinion on compliance but not to provide an opinion on the effectiveness of internal control over compliance, and (3) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering internal control over financial reporting and compliance and OMB Circular A-133 in considering internal control over compliance and major program compliance. The paragraph will also state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of OMB Circular A-133, and will include tests of the accounting records, a determination of major program(s) in accordance with OMB Circular A-133, and other procedures we consider necessary to enable us to express such opinions and to render the required reports.

We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements or the Single Audit compliance opinions are other than unmodified, we will discuss the reasons with you in advance. If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment prevent us from completing the audit or forming an opinion on the financial statements, we retain the right to take any course of action permitted by professional standards, including declining to express an opinion or issue a report, or withdrawing from the engagement.

Management Responsibilities

Management is responsible for the basic financial statements, schedule of expenditures of federal and State awards, and all accompanying information as well as all representations contained therein. Management is also responsible for identifying government award programs and understanding and complying with compliance requirements, and for preparation of the Schedule of Expenditures of Federal and State Awards in accordance with the requirements of OMB Circular A-133 and the State Single Audit Implementation Act. As part of the audit, if we assist with the preparation of your financial statements, Schedule of Expenditures of Federal and State Awards, and related notes, you will be required to acknowledge in the written representation letter our assistance with preparation of the financial statements, Schedule of Expenditures of Federal and State Awards and related notes, and that you have reviewed and approved the financial statements, Schedule of Expenditures of Federal and State Awards, and the related notes prior to their issuance and have accepted responsibility for them. If applicable, you agree to assume all management responsibilities for any nonaudit services we provide; oversee the services by designating an individual, preferably from senior management, who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Management is responsible for establishing and maintaining effective internal controls, including internal controls over compliance, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met and that there is reasonable assurance that government programs are administered in compliance with compliance requirements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation in the financial statements in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for ensuring that management is reliable and financial information is reliable and properly recorded. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities also include identifying significant vendor relationships in which the vendor has responsibility for program compliance and for the accuracy and completeness of that information. Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws, regulations, contracts, agreements, and grants. Additionally, as required by OMB Circular A-133, it is management's responsibility to follow up and take corrective action on reported audit findings and to prepare a summary schedule of prior audit findings and a corrective action plan. The summary schedule of prior audit findings should be available for our review on the first day of interim fieldwork or prior to year-end.

You are responsible for the preparation of the Schedule of Expenditures of Federal and State Awards in conformity with OMB Circular A-133. You agree to include our report on the Schedule of Expenditures of Federal and State Awards in any document that contains and indicates that we have reported on the Schedule of Expenditures of Federal and State Awards. You also agree to include the audited financial statements with any presentation of the Schedule of Expenditures of Federal and State Awards that includes our report thereon or make the audited financial statements readily available to intended users of the Schedule of Expenditures of Federal and State Awards no later than the date the Schedule of Expenditures of Federal and State Awards is issued with our report thereon. Your responsibilities include acknowledging to use in the written representation letter that (1) you are responsible for presentation of the Schedule of Expenditures of Federal and State Awards in accordance with OMB Circular A-133 and the State Single Audit Implementation Act; (2) that you believe the Schedule of Expenditures of Federal and State Awards, including its form and content, is fairly presented in accordance with OMB Circular A-133 and the State Single Audit Implementation Act; (3) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reason for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the Schedule of Expenditures of Federal and State Awards.

You are responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. If applicable, your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) that you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying for us previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Audit Procedures – General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will also require certain written representations from you about the financial statements and related matters.

Audit Procedures – Internal Controls

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by OMB Circular A-133, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal and/or State award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to OMB Circular A-133.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards,* and OMB Circular A-133.

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City of Mount Holly's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards.*

OMB Circular A-133 requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Circular A-133 Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the City of Mount Holly's major programs. The purpose of these procedures will be to express an opinion on the City of Mount Holly's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to OMB Circular A-133.

Audit Administration, Fees, and Other

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to the City of Mount Holly; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. If applicable, we will provide copies of our report for you to include with the reporting package you will submit to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditors' reports or nine months after the end of the audit period, unless a longer period is agreed to in advance by the cognizant or oversight agency for audits.

The audit documentation for this engagement is the property of Martin Starnes & Associates, CPAs, P.A. and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Martin Starnes & Associates, CPAs, P.A. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by a regulator. If we are aware that a federal or State awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Marcie Spivey is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. To ensure that our independence is not impaired under the AICPA Code of Professional Conduct, you agree to inform the engagement partner before entering into any substantive employment discussions with any of our personnel.

Our fees for these services are stated in the Contract to Audit Accounts. Our invoices for these fees will be rendered in four installments as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for non-payment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our reports. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination.

We want our clients to receive the maximum value for our professional services and to perceive that our fees are reasonable and fair. In working to provide you with such value, we find there are certain circumstances that can cause us to perform work in excess of that contemplated in our fee estimate.

Following are some of the more common reasons for potential supplemental billings:

Changing Laws and Regulations

There are many governmental and rule-making boards that regularly add or change their requirements. Although we attempt to plan our work to anticipate the requirements that will affect our engagement, there are times when this is not possible. We will discuss these situations with you at the earliest possible time in order to make the necessary adjustments and amendments in our engagement.

Incorrect Accounting Methods or Errors in Client Records

We base our fee estimates on the expectation that client accounting records are in order so that our work can be completed using our standard testing and accounting procedures. However, should we find numerous errors, incomplete records, or the application of incorrect accounting methods, we will have to perform additional work to make the corrections and reflect those changes in the financial statements.

Failure to Prepare for the Engagement

In an effort to minimize your fees, we assign you the responsibility for the preparation of schedules and documents needed for the engagement. We also discuss matters such as availability of your key personnel, deadlines, and work space. If your personnel are unable, for whatever reasons, to provide these items as previously agreed upon, it might substantially increase the work we must do to complete the engagement within the scheduled time.

Starting and Stopping Our Work

If we must withdraw our staff because of the condition of the client's records, or the failure to provide agreed upon items within the established timeline for the engagement, we will not be able to perform our work in a timely, efficient manner, as established by our engagement plan. This will result in additional fees, as we must reschedule our personnel and incur additional start-up costs.

Assistance with Financial Statement Drafting

Your personnel is responsible for drafting the financial statements and related notes and the Schedule of Expenditures of Federal and State Awards, if applicable. Upon completion of the drafted financial statements, we will review them and return them to you with suggested revisions. If significant assistance is needed to make those revisions, this will result in additional fees based on the amount of assistance required.

The contract fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Our fees for such services range from $75-$250 per hour.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our peer review report for the year ended December 31, 2011 accompanies our Contract to Audit Accounts.

We appreciate the opportunity to be of service to the City of Mount Holly and believe this letter along with our Local Government Commission contract accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Martin Starnes & Associates, CPAs, P.A.

Martin Starnes & Associates, CPAs, P.A.

RESPONSE:

This letter correctly sets forth the understanding of the City of Mount Holly.

By: ______________________________

Title: ______________________________

Date: ______________________________

MARTIN ❖ STARNES
& ASSOCIATES, CPAs, P.A.

"A Professional Association of Certified Public Accountants and Management Consultants"

March 18, 2015

Africa Otis, Finance Officer
City of Mount Holly TDA
400 E Central Avenue
Mount Holly, NC 28120

We are pleased to confirm our understanding of the services we are to provide the City of Mount Holly TDA for the year ended June 30, 2015. We will audit the financial statements of the governmental activities and the major fund including the related notes to the financial statements, which collectively comprise the basic financial statements of the City of Mount Holly TDA as of and for the year ended June 30, 2015. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as Management's Discussion and Analysis (MD&A), to supplement the City of Mount Holly TDA's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the City of Mount Holly TDA's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited: 1) Management's Discussion and Analysis and 2) the Law Enforcement Officer's Special Separation Allowance schedules (if applicable), and 3) Other Post-Employment Benefit schedules (if applicable).

We have also been engaged to report on supplementary information other than RSI that accompanies the City of Mount Holly TDA's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole: 1) statement of net position/balance sheet and 2) budget and actual schedule.

730 13th Avenue Drive SE ♦ Hickory, North Carolina 28602 ♦ Phone 828-327-2727 ♦ Fax 828-328-2324
13 South Center Street ♦ Taylorsville, North Carolina 28681 ♦ Phone 828-632-9025 ♦ Fax 828-632-9085
Toll Free Both Locations 1-800-948-0585 ♦ Website: www.martinstarnes.com

Audit Objective

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the basic financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions.

We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance. If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment prevent us from completing the audit or forming an opinion on the financial statements, we retain the right to take any course of action permitted by professional standards, including declining to express an opinion or issue a report, or withdrawing from the engagement.

Management Responsibilities

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. If applicable, you agree to assume all management responsibilities for any nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Management is responsible for establishing and maintaining effective internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the fair presentation in the financial statements in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. If applicable, your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) that you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

Audit Procedures – General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable, rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will also require certain written representations from you about the financial statements and related matters.

Audit Procedures – Internal Control

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the City of Mount Holly TDA's compliance with the provisions of applicable laws, regulations, contracts and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Engagement Administration, Fees, and Other

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information, and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash or other confirmations we request, if any, and will locate any documents selected by us for testing.

We will provide copies of our reports to the City of Mount Holly TDA; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Martin Starnes & Associates, CPAs, P.A. and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to a federal or State agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Martin Starnes & Associates, CPAs, P.A. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by a regulator. If we are aware that a federal or State awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Marcie Spivey is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. To ensure that our independence is not impaired under the AICPA Code of Professional Conduct, you agree to inform the engagement partner before entering into any substantive employment discussions with any of our personnel.

Our fees for these services are stated in the Contract to Audit Accounts of the City. Our invoices for these fees will be rendered in four installments as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for non-payment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our reports. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination.

We want our clients to receive the maximum value for our professional services and to perceive that our fees are reasonable and fair. In working to provide you with such value, we find there are certain circumstances that can cause us to perform work in excess of that contemplated in our fee estimate.

Following are some of the more common reasons for potential supplemental billings:

Changing Laws and Regulations

There are many governmental and rule-making boards that regularly add or change their requirements. Although we attempt to plan our work to anticipate the requirements that will affect our engagement, there are times when this is not possible. We will discuss these situations with you at the earliest possible time in order to make the necessary adjustments and amendments in our engagement.

Incorrect Accounting Methods or Errors in Client Records

We base our fee estimates on the expectation that client accounting records are in order so that our work can be completed using our standard testing and accounting procedures. However, should we find numerous errors, incomplete records, or the application of incorrect accounting methods, we will have to perform additional work to make the corrections and reflect those changes in the financial statements.

Failure to Prepare for the Engagement

In an effort to minimize your fees, we assign you the responsibility for the preparation of schedules and documents needed for the engagement. We also discuss matters such as availability of your key personnel, deadlines, and work space. If your personnel are unable, for whatever reasons, to provide these items as previously agreed upon, it might substantially increase the work we must do to complete the engagement within the scheduled time.

Starting and Stopping Our Work

If we must withdraw our staff because of the condition of the client's records, or the failure to provide agreed upon items within the established timeline for the engagement, we will not be able to perform our work in a timely, efficient manner, as established by our engagement plan. This will result in additional fees, as we must reschedule our personnel and incur additional start-up costs.

The contract fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Our fees for such services range from $75-$250 per hour.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our peer review report for the year ended December 31, 2011 accompanies our Contract to Audit Accounts.

We appreciate the opportunity to be of service to the City of Mount Holly TDA and believe this letter, along with our Local Government Commission contract, accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Martin Starnes & Associates, CPAs, P.A.

Martin Starnes & Associates, CPAs, P.A.

RESPONSE:

This letter correctly sets forth the understanding of the City of Mount Holly TDA.

By: ________________________________

Title: ________________________________

Date: ________________________________

City of Mount Holly
Action Agenda Item

To: Mayor and City Council	**Date:** 4/9/2015
From: Jamie Guffey	**Meeting Date:** 4/13/2015

Agenda Item to be considered: **Approval of a Resolution to Approve Advertising for the 2014 Outstanding Taxes**

Will this require a public hearing? ☐ YES ☒ NO

Each year, the City Council must approve the advertising of delinquent taxes. The attached resolution will give permission for the Tax Collector to advertise those taxes that have not been paid.

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:

Approve the attached resolution

Result of City Council Decision:

Attachments: Resolution to Approve Advertising

Newspaper Advertising Report

Name	Parcel	Total Due
ABERNATHY, BRENDA L	123527	487.61
ABERNATHY, DENNIS WAYNE	124692	22.78
ABERNATHY, DENNIS WAYNE	124696	22.78
ABERNATHY, DENNIS WAYNE	124691	408.10
ACCENT, HOMES CAROLINAS INC	184647	66.31
ACCENT, HOMES CAROLINAS INC	184662	18.23
ACCENT, HOMES CAROLINAS INC	184672	132.59
ACCENT, HOMES CAROLINAS INC	199779	132.59
ACCENT, HOMES CAROLINAS INC	199806	132.59
ACCENT, HOMES CAROLINAS INC	199807	132.59
ACCENT, HOMES CAROLINAS INC	199827	132.59
AIZCORBE, CARLOS LUIS	124505	189.79
ALLEN, SANDRA S	124579	436.74
ANDERSON, JOHN	182102	99.47
ANKER, LLC	218759	5,825.60
ARNOLD, WANDA MATTHEWS	181811	149.60
AUSTIN, EDITH HEIRS	181822	12.44
AUSTIN, EDITH HEIRS	181823	342.61
AUTEN, RICHARD E	124551	170.01
AVERETT, JONATHAN G	124055	8.01
BALLARD, KATHY JENKINS	184262	145.47
BARKER, CHARLES KENNETH	212143	222.76
BEATTY, STEPHEN A	203504	26.58
BEATTY, STEPHEN A	203505	30.63
BEATY, DWIGHT STACY	182185	236.24
BELL, JERRY LEE	184239	206.36
BELL, PATTY R	198521	865.32
BELL, RUBY LEE	205350	44.38
BIRCH, MARY L HEIRS OF	177870	292.74
BITTAR, LIVING TRUST	210410	1,082.26
BOLT, STEPHEN PAUL &	213999	825.97
BOUTSOMSI, THONGSAVANH	123777	396.29
BRADLEY, DWIGHT A & OTHERS	123476	289.04
BROOKS, NORMA STOWE	123410	337.04
BROOME, JAMES H	181951	322.29
BROOME, JAMES H	181952	32.80
BROOME, JAMES H	181953	79.56
BROOME, RUBY H HEIRS	181949	181.05
BROWN, HELEN	184776	246.89
BUCK, JAMES W	184123	194.08
BUMGARDNER, JEANNE A HEIRS	124199	54.69
BURCH, CARLISE	216271	293.19
CAGLE, BOBBY DEAN HEIRS &	182191	193.64
CAMERON, PATRICIA ANN	216367	331.42
CARNES, KIMBERLY HANNAH	123110	249.54
CAROLYN, LOUISE GUNN TEST TRUS	124036	10.76
CEO, ESTATES LLC	123676	472.27
CHUMBLEY, GERALD D	184042	12.44
CIMERON, APARTMENTS LLC	184490	4,747.43
CLARK, BETTY BLUE S & OTHERS	123340	193.17
CLARK, MILDRED R HEIRS OF	124215	276.40
COFFEY, EDWYN LEE	182148	614.92
CORNELIUS, WILLIAM L HEIRS OF	123216	3.07
COUPER, PAIGE MULLIS	183988	490.51
		22,924.23

Newspaper Advertising Report

Name	Parcel	Total Due
COUPER, PAIGE MULLIS	184276	391.04
CRESTHILL, ASSOCIATES LLC	211090	88.42
CRESTHILL, ASSOCIATES LLC	211091	88.42
CRESTHILL, ASSOCIATES LLC	211092	88.42
CRESTHILL, ASSOCIATES LLC	211093	88.42
CRESTHILL, ASSOCIATES LLC	211094	88.42
CRESTHILL, ASSOCIATES LLC	211095	88.42
CRESTHILL, ASSOCIATES LLC	211096	88.42
CRESTHILL, ASSOCIATES LLC	211097	88.42
CRESTHILL, ASSOCIATES LLC	211098	88.42
CRESTHILL, ASSOCIATES LLC	211099	88.42
CRESTHILL, ASSOCIATES LLC	211100	88.42
CRESTHILL, ASSOCIATES LLC	211101	88.42
CRESTHILL, ASSOCIATES LLC	211102	88.42
CRESTHILL, ASSOCIATES LLC	211103	88.42
CRESTHILL, ASSOCIATES LLC	211104	88.42
CRESTHILL, ASSOCIATES LLC	211105	88.42
CRESTHILL, ASSOCIATES LLC	211106	88.42
CRESTHILL, ASSOCIATES LLC	211107	88.42
CRESTHILL, ASSOCIATES LLC	211108	88.42
CRESTHILL, ASSOCIATES LLC	211109	88.42
CRESTHILL, ASSOCIATES LLC	211110	88.42
CRESTHILL, ASSOCIATES LLC	211111	88.42
CRESTHILL, ASSOCIATES LLC	211112	88.42
CRESTHILL, ASSOCIATES LLC	211113	88.42
CRESTHILL, ASSOCIATES LLC	211114	97.90
CRIST, JOHN K	124927	853.86
DAVIDSON, FRANK D JR	179891	783.14
DAYWALT, HUGH JEFFREY	184420	368.94
DELLINGER, HILDEGARDE HEIRS	122726	306.72
DELLINGER, WILLIAM GARY &	184222	182.25
DERBERRY, R L HEIRS	124856	336.58
DRAKAKIDES, KAREN	180019	448.62
DWIGHT, D RADFORD REV TRUST	124802	8.79
DWIGHT, D RADFORD REV TRUST	124817	2.33
ELDRIDGE, MITCHELL D	122831	5.31
EUDY, CHUCK EUGENE	199953	630.44
FANT, FLETCHER O	123341	224.21
FRAZIER, SUSAN DIANE	123427	12.15
FRIPP, TYRICE	216422	1,074.62
FRYE, MARTHA H	124721	200.04
FRYE, MARTHA H	124722	55.26
FRYE, MARTHA H	124727	22.78
FRYE, MARTHA H	124728	459.18
FUNDERBURK, SCARLETT I	181613	59.67
GARDNER, RUBY CORNWELL	181663	208.13
GARNER, CHARLEEN LYNN &	124621	22.78
GARNER, CHARLEEN LYNN &	215200	55.21
GARNER, CHARLEEN LYNN &	215202	91.40
GARRETT, WALLACE T	184448	373.73
GASTON, CHARLOTTE HEIRS & OTHR	123441	375.35
GASTON, LUCILLE HEIRS	123437	50.85
GEOSAM, CAPITAL US LLC	208129	38.68
GOODSON, ROSA ANNA	122983	338.91
		33,125.18

Newspaper Advertising Report

Name	Parcel	Total Due
GOSNELL, EVELYNE	124837	210.06
GRAMLING, LESTER JR LIFE ESTAT	123501	376.24
GRANADINO, REINA I	184354	327.87
GREGORY, S MUELLER 1992 TRUST	174964	5,105.20
GRIER, WILLIAM JR	124207	31.07
GULLEDGE, BUILDERS INC	124025	749.27
GULLEDGE, BUILDERS INC	218253	622.26
HAGEMAN, HEATHER MARIE	123729	507.37
HALL, ERNEST A & LOLA HEIRS OF	177872	33.41
HALL, ERNEST HEIRS	177863	21.82
HAM, JEFFREY TODD	213996	839.62
HAMMOND, JOSEPH D	202986	679.72
HAMPTON, REGINA	124316	158.46
HANCOCK, WILLIE	123871	72.92
HANSEL, TRAVIS D	124554	487.87
HARDESTY, NELL S HEIRS	124740	186.56
HARRIS, ALAN L	181947	314.39
HAVERTY, JOSEPH R	122761	643.55
HAWKINS, DENISE T &	180016	330.07
HEAVNER, TERI G	123549	473.36
HEFFNER, TIMOTHY FRANK	202648	15.03
HELMS, DEBRA WENTZ & OTHERS	124029	13.95
HENDERSON, BORIS J	123461	397.13
HENDERSON, EDWIN R II	181821	315.93
HICKS, STACY DENE	184359	313.35
HILL, GINA LEE	123070	356.03
HINKLE, MASUKO I HEIRS	124573	30.39
HODGE, SPENCER LAMAR	182187	19.88
HOPKINS, JOSEPH	123152	524.18
HORTON, WILLIAM SHAY	184218	107.96
HOWARD, SHAWN &	124309	265.86
HOYLE, FRANCES HEIRS OF	177866	204.48
HUNT, FANNIE B HEIRS	123502	66.31
HUNTER, RONNIE M JR	123429	20.73
HUTCHINS, KELLY S	181910	395.40
HUTCHINS, THEO D	183941	310.68
J &, E LAND HOLDING CO LLC	212918	187.85
J &, E LAND HOLDING CO LLC	212919	187.85
J &, E LAND HOLDING CO LLC	212920	187.85
J &, E LAND HOLDING CO LLC	212921	187.85
J &, E LAND HOLDING CO LLC	212922	187.85
JENKINS, DAVID GLENN &	124310	200.66
JENKINS, GREGORY LEE	179880	756.72
JMA, HOLDINGS LLC	174997	466.18
JOHNSON, CYNTHIA S	123628	531.84
JOHNSON, CYNTHIA SMITH	199108	23.32
JOHNSON, MARTHA CLEMMER	122970	242.13
JOHNSON, MICHAEL B	124858	267.36
JONAS, DEAN E & OTHERS	181827	342.84
JONAS, DEAN ERIC	184228	240.74
JONES, SHIM	124298	403.55
JOSEPH, JEAN R	211173	1,183.32
JPMORGAN, CHASE BANK NA	184226	347.21
KAYLYNN, DANIELLE PINSON TRUST	199962	603.48
		55,202.16

Name	Parcel	Total Due
KELLY, BRIAN K SR	181865	409.27
KING, JAMES H	124736	69.43
KIRBY, HOWARD J JR	181793	12.44
KIRBY, HOWARD J JR	181795	79.56
KIRBY, SHANE D	214057	26.43
KIRKPATRICK, SHANNON HUGH	124707	351.35
LAMURAGLIA, MATTEO WILLIAM JR	216573	825.63
LANIER, BETTY PRYOR	124789	274.35
LAWTON, ELAINE LOUISE	124123	235.16
LAYE, PAUL BAIN	184357	262.40
LEDBETTER, LONNIE CARL	184147	318.81
LOFTIN, BEN T SR	179996	15.90
LOVE, JOHNNY	220663	366.58
LUNSFORD, CATHY STYLES	124313	227.29
MACNORTON, ROGER A HEIRS	124427	93.58
MADDOX, JAMES MICHAEL	184450	291.40
MAHAFFEY, KELLY L	181656	29.90
MANES, DOROTHY	124386	379.20
MARSHALL, PATRICIA L HEIRS	182155	307.87
MARTIN, ERVIN RAY JR	181658	360.40
MATTAMY, CAROLINA CORPORATION	221392	167.97
MATTAMY, CAROLINA CORPORATION	218981	167.97
MAY, MAYO JR	123868	160.09
MAYBERRY, PATRICIA &	123283	586.49
MCCOIG, WAYNE	183977	320.96
MCKINNEY, DAVID N	184394	365.20
MCKINNEY, DAVID NEIL	183927	363.21
MCLEAN, JO ANN HEIRS	123325	50.85
MCLEAN, SHELIA	123326	290.28
MEANS, BERRY 6/10 & OTHERS	183807	141.40
MEGGS, GERALD SCOTT & OTHERS	184052	488.56
MELTON, LINDA H	124844	148.26
MELTON, MICHAEL	184823	952.13
MENDEZ, OLGA LIDIA LUCERA	221581	296.04
MENDOZA, CHRISTOPHER	216695	864.53
MERRIWEATHER, JESSE III	180330	799.82
MILLER, SCOTT	181925	722.21
MIRANDA, JOSEPH	198396	1,046.73
MISENHEIMER, JAMES CARSON	184160	274.67
MISENHEIMER, JIM	184141	226.94
MISENHEIMER, JIM	184148	74.60
MITCHEM, ERNEST S	123260	200.91
MOORE, JOHN DEREK & OTHERS	124121	278.43
MORTON, CLIFTON LEE	123417	268.51
MT, HOLLY RECREATIONAL ASSOC	209905	868.93
MT, HOLLY RECREATIONAL ASSOC	217135	358.46
MYERS, NANCY L	123774	370.63
MYTHOS, LLC	184120	551.31
MYTHOS, LLC	184126	251.48
NEWBY, FRANCINA	210294	204.42
NEWBY, FRANCINA	210295	66.31
NICHOLSON, JANE B & OTHERS	124571	227.78
NIXON, ELLA HEIRS OF	124054	70.25
NIXON, ELLA HEIRS OF	124057	99.47
		72,464.91

Name	Parcel	Total Due
OAKMONT, HOME BUILDERS INC	123145	79.56
ODLE, JOHN KETING	184590	1,015.54
OSBORNE, TERESA L	206147	1,170.75
PADGETT, MELISSA L	181858	318.52
PARK STERLING BANK	220715	31.83
PARKER, JOHN W HEIRS	177838	941.92
PATEL, KRISHNAKUMAR P HEIRS	123560	79.56
PEACE, ABUNDANCE LOVE CORP	184179	265.48
POSTELL, BARBARA HILL	182194	298.57
POWELL, CURRY A JR	123792	481.03
PROVIDENT, DEV GROUP INC	176432	666.46
PROVIDENT, DEV GROUP INC	176434	43.75
PROVIDENT, DEV GROUP INC	217733	862.16
RADFORD, BENJAMIN	124824	329.33
RADFORD, HOOVER D	124823	179.95
RANKIN, CANDACE	124125	72.92
REDDICK, ROBERT W	124154	572.55
REG, ROBINSON REAL ESTATE INC	123255	120.35
REG, ROBINSON REAL ESTATE INC	184730	403.22
RHOM, EDDIE J	122763	866.75
RHYNE, LUTHER LEWIS	184282	424.02
RHYNE, LUTHER LEWIS	184290	357.35
RHYNE, LUTHER LEWIS	184291	327.36
ROBERTS, PARKS D	184831	24.87
ROBINSON, D REGINALD	122673	79.56
ROBINSON, JOAN LAWING HEIRS	205349	220.50
SANDERS, INVESTMENTS OF GASTON	184761	2,090.05
SAWYER, SUSAN DIANA	211185	1,054.71
SCADUTO, JACKIE	213609	938.72
SCATES, MICHAEL S	214823	72.92
SHELOR, JONATHAN B	209375	890.50
SHELTON, MACEY S LIFE ESTATE	184043	176.14
SHERRILL, WILLIE M HEIRS OF	124242	68.37
SHRADER, JENNIFER	199966	681.34
SIMMONS, LARRY W	181779	207.01
SKINNER, MARJORIE H	198515	355.96
SKIPPER, DONNA L	124035	708.66
SMALL, BOBBIE FRYE	124766	193.54
SMALL, BOBBIE FRYE	124779	349.42
SMITH, GRACE J HEIRS	124209	72.92
SMITH, J D HEIRS OF	184065	24.87
SMITH, JACQUELYN B	179815	736.77
SMITH, MARILYN L	122571	282.03
SMITH, PLATO DURHAM III HEIRS	184353	122.34
SMITH, SCOTT L	184794	344.26
SMITH, THOMPSON HEIRS &	124208	17.07
SMITH, THOMPSON HEIRS &	124243	72.92
SOUTH, FORK REALTY LLC	123380	443.89
STEGALL, SHIRLEY MERRITT	184082	127.61
STOUT, WESTLEY	180021	18.16
STOWE, HARRY M HEIRS OF	181959	427.97
SWICKRATH, ANGELA HELEN	123781	260.87
SWINDELL, GARY T	179929	16.12
TAYLOR, BENJAMIN CICERO III	220170	570.80
		94,024.71

Name	Parcel	Total Due
TRAYLOR, MATTHEW	123479	452.26
TRUONG, HANH	184010	219.04
TURNER, KEITH A	122717	495.73
TWIN, T ENTERPRISES	184292	653.33
TWIN, T ENTERPRISES INC	122661	287.15
TYREE, NANCY CAROLE	122684	469.96
WALLACE, DAVID Y HEIRS OF	180020	218.35
WALLS, MARY JANE	184436	3,207.01
WAYMAN, MICHAEL EUGENE D &	123345	158.94
WEBB, RANDY HEIRS	184271	39.79
WELLS, FANNIE	124241	23.32
WERNER, CRAIG STEPHEN	179681	429.65
WESTON, EDWINA T	182076	388.62
WHALEY, DARRELL LEE	124806	338.61
WHITAKER, RICHARD PAUL JR 99%	181944	433.58
WHITE, ANNIE MOLLIE B	124065	190.11
WILKINSON, EDWARD F HEIRS	124853	219.50
WILLIAMS, MAURICE	124178	392.30
WILLIAMS, SAMUEL KEITH JR	122712	590.70
WILLIS, TABITHA MICHELE	181929	59.67
WILSON, MILDRED D	216429	576.54
WOLFE, MILDRED MORROW	184514	372.15
WOMACK, MELODY PARKER	124626	467.31
WOODS, SANDY SMITH	184345	297.18
WORD, NELLIE CAROLE HEIRS	123106	492.68
WRIGHT, CRYSTAL B	123214	611.06
WRISTON, KATHY JUNE	182028	307.69
WYATT, JAMES H	181875	486.71
YOUNGBLOOD, ROBERT STEVEN JR	201861	314.40
ZIMMERMAN, MARK EDWARD	123233	909.12
		108,127.17

City of Mount Holly
Action Agenda Item

To: City Council	**Date:** April 8, 2015
From: Danny Jackson, City Manager	**Meeting Date:** April 13, 2015

***Agenda Item to be considered:* Consent Agenda #4 – Approval of a Special Activities Permit for Wesley Chapel Holiness Church Block Party**

Will this require a public hearing? ☐ **YES** ☒ **NO**

***Background/Purpose of Request :* The Wesley Chapel Holiness Church, located on Lee Street, has applied to hold another Community Block Party. This has been a reoccurring event for the church. Te event is set to take place on August 8th of this year. Please see the enclosed Special Activities Permit submitted by the church.**

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 Special Activities Permit as submitted by the Wesley Chapel Holiness Church.

Result of City Council Decision:

Attachments: Special Activities Permit

SPECIAL ACTIVITIES PERMIT

Date: 03/23/2015 **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: Crystal M. Wayman

Organization Name (if applicable): Wesley Chapel Holiness Church

Mailing Address: P O Box 451, Mount Holly, NC 28120

Telephone No.: 704-827-1993 **Fax No:** 704-827-1929 **Email:** info@wesleychapelholinesschurch.com

Event Location: Lee Street

Description of Event (include justification as "civic" event as defined above): civic event - community block party

List of needs from the City: (i.e. street closings, police and fire protection, streets and maintenance, etc)
We are requesting Lee St. be closed from the corner of Dutch Ave. to Herms Ave. We would also like the police and a few firemen to drop by to interact with children and other members of the community. We would like the firemen to bring their truck and educational materials to distribute.

Event Date(s): 08/08/2015 **Event Times:** 10:00 am - 2:00 pm (setup 8:00 am) (cleanup 2:00 pm - 3:00 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** X **no**

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

Contact Person During Event (required) Crystal Wayman

Contact Number During Event (required) 704-915-1149 (cell)

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: Crystal M. Wayman **Date:** 03/23/2015

For Office Use Only

Approval Conditions:

Authorizing Signature:

City of Mount Holly
Action Agenda Item

To:	City Council	**Date:**	April 8, 2015
From:	Danny Jackson, City Manager	**Meeting Date:**	April 13, 2015

***Agenda Item to be considered:* Consent Agenda #5 – Approval of the 2015 Revised Meeting Schedule to include Work Session Meetings**

Will this require a public hearing? ☐ **YES** ☒ **NO**

***Background/Purpose of Request :* Due to a decision at last year's City Council Retreat, Work Sessions were eliminated from the schedule of City Council Meetings. As you now know, by request we will engage in Work Session Meetings again. The approval of the Meeting Schedule is simply a formality as required.**

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 2015 Revised Meeting Schedule to include Work Sessions.

Result of City Council Decision:

Attachments: 2015 Revised City Council Meeting Schedule

2015 City Council Meeting Schedule

Council Meetings	Work Session Meetings
January 12, 2015	
February 9, 2015	
March 9, 2015	
April 13, 2015	April 27, 2015
May 11, 2015	May 18, 2015
June 8, 2015	June 22, 2015
July 13, 2015	July 27, 2015
August 10, 2015	August 24, 2015
September 14, 2015	September 28, 2015
October 12, 2015	October 26, 2015
November 9, 2015	November 23, 2015
December 14, 2015	December 28, 2015

All Council meetings begin at 7:00 p.m. All meetings are held in the Council Chambers at the Municipal Complex located at 400 East Central Avenue, Mount Holly, NC 28120. All Work Session Meetings are held on the 4th Monday of the month at 6:30 p.m. in the Council Chambers unless otherwise noted.

City of Mount Holly
Action Agenda Item

To: Mayor and City Council	**Date:** 4/9/2015
From: Jamie Guffey	**Meeting Date:** 4/13/2015

Agenda Item to be considered: **Approval of Appointment of Interim Tax Collector**

Will this require a public hearing? ☐ ***YES*** ☒ ***NO***

A few weeks ago, Kim Sturgis, the City's Tax Collector resigned for other opportunities. By law, only Council can appoint the Tax Collector. The law also requires that the person in the position of Tax Collector has to be bonded. The bond for a Tax collector could be as much as $1,000. We have advertised to find a new tax collector but state statues require that only the properly appointed tax collector may collect taxes owed to the City. To save from having to bond another City employee, Africa Otis is already bonded with a bond that will cover for tax collector as well. Therefore staff is recommending appointing Africa tax collector on an interim basis. When we hire a new person for the position, that person will be brought before the Council to be appointed and then we will purchase a bond for that person.

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:

Approve Africa Otis as the interim Tax Collector

Result of City Council Decision:

Attachments:

CITY of MOUNT HOLLY N.C. INCORPORATED 1879

City of Mount Holly
Action Agenda Item

To:	Mayor and City Council	**Date:**	4/9/2015
From:	Jamie Guffey	**Meeting Date:**	4/13/2015

Agenda Item to be considered: Approval of Budget Amendments

Will this require a public hearing? ☐ YES ☒ NO

The first amendment is for the E-911 system. The police would like use some of the E-911 fund balance to purchase two keyboard mouse switches for the dispatch workstations, and three office chairs for use by the Telecommunicators.

The second amendment is to appropriate a grant from the Governor's Crime Commission for the purchase of body worn cameras.

The third amendment is to appropriate a grant from the Department of Justice for bullet proof vest.

The fourth amendment to appropriate some general fund balance to pay for Cox and Schepp to do primary design work for the new Streets/Utility building.

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:

Approve the budget amendments

Result of City Council Decision:

Attachments:

1. **Budget amendment sheet**
2. **Product description sheet**

Wireless communications inc.

4800 Reagan Drive
Charlotte, NC 28206
Phone: 704-597-5220
Fax: 704-597-7050

Quote No: Q18983

Date:	10/22/2014
Prepared for:	Kelly Hoyle
Prepared by:	BRUCE WILLIAMS
Terms:	NET UPON RECEIPT
Customer PO:	

Bill To:	**Ship To:**
Wireless Account No: 7048273931-2 CITY OF MT HOLLY P.O. BOX 406 MOUNT HOLLY, NC 28120-0406	MT. HOLLY POLICE DEPARTMENT 125 E CHARLOTTE AVE MOUNT HOLLY, NC 28120-2209

Part No	Description	Qty	Price Ea.	Extended
KV0004A	4 PORT KEYBOARD MOUSE SWITCH WITH GLIDE & SWITCH (1) ServSwitch Freedom • (1) power adapter with (1) power cord • (4) self-adhesive rubber feet • (1) software CD STANDARD WARRANTY 2 YEARS	2	594.72	1,189.45
141473	BELKIN COMPONENTS: Belkin PRO Series, Hi-Speed USB Cable 6 ft. 4-Pin USB type A (M) 4-Pin Type B (M)	8	4.06	32.45
INSTALLCLT	INSTALLATION-CHARLOTTE Installation Services	1	375.00	375.00
INOTE	Customer is responsible for shipping and handling charges.	0	0.00	0.00

Non Taxable:	**375.00**
Taxable:	**1,221.90**
Sub Total:	**1,596.90**
Sales Tax:	**82.48**

Total Quoted Amount: **1,679.38**

Accepted By : ______________________________
Authorized Signature

Date : ____________________

Proposal is Valid Until Friday, November 21, 2014

Delivery Lead Time Available Upon Request

20% Re-stocking Fee on All Returns

Maintenance Contracts are Available

This Proposal is Subject to Wireless Communications' Standard Terms and Conditions (see attachment)

Thank You for Choosing Wireless!

Brian Reagan

From: Tapler, Marsha [marsha.tapler@nc.gov]
Sent: Friday, October 24, 2014 12:12 PM
To: brian.reagan@mtholly.us
Subject: RE: Authorized Expenditure Mt. Holly
Attachments: DOC102314-10232014080207.pdf

Hello Mr. Reagan,

This is eligible for the dispatch workstations.

Approved Use of Funds List excerpt:
Telephones sets used to answer 911 calls, including CPE equipment, headsets, monitors, keyboards, mouse and servers used exclusively for telephone sets; when servers host both 911 eligible and ineligible applications, only the percentage of the cost of the server representing the 911 eligible use is allowable.
Computer work stations used exclusively for Telephone, CAD, voice logging recorder, GIS and Radio console software systems, including monitor, keyboard, mouse, microphones, speakers, headset jacks, footswitches, and console audio box (CAB). (September 10, 2010) When computer work stations host both 911 eligible and ineligible applications, only the percentage of the cost of the work station representing the 911 eligible use is allowable.

Thank you,

Marsha

Marsha Tapler
Financial Analyst
North Carolina 911 Board
NC Information Technology Services
919.754.6344 office
marsha.tapler@nc.gov
www.nc911.nc.gov

From: Brian Reagan [mailto:brian.reagan@mtholly.us]
Sent: Friday, October 24, 2014 11:59 AM
To: Tapler, Marsha
Subject: Authorized Expenditure

Marsha,

In reference to our phone conversation, I have attached the quote from Wireless Communications along with the literature for the equipment. I just wanted to see if this equipment was eligible for 911 funds.

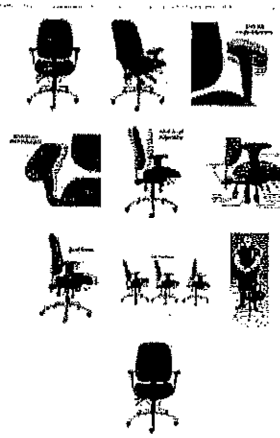
Thanks,
Brian

SHOP BY CATEGORY

Why Order From Modern Office?
Testimonials
Special Offers
AV Carts & Stands
Bookcases
Chairs
Chair Mats
Coat Racks
Computer Armoires & Cabinets
Computer Carts & Stands
Computer Desks
Conference Tables
Custom Office Furniture
Desks
Display Cases
Drafting Tables & Furniture
Entertainment Centers
Ergonomic Accessories
Files & Storage
Folding Chairs
Folding Tables
Globes
Lecterns & Sound Systems
Letter Boards & Bulletin Boards
Literature Racks & Organizers
Mailroom Furniture
Office Panels & Cubicles
Reception Desks
Reception Seating
Roll Top Desks
Sofas
Tables & Carts
Training Tables
Waste Receptacles / Security

Home > Chairs > Big & Tall Chairs > 24 Hour Multi-Shift Intensive Use Ergonomic Chair-400 lb. Capacity!

CLICK IMAGES TO ENLARGE



24 Hour Multi-Shift Intensive Use Ergonomic Chair-400 lb. Capacity!

Item #: No. Y9493

Price $700.00

Your Price	Quantity	Price
	1 - 5	$349.00 ea.
	6 - 9	$339.00 ea.
	10+	$329.00 ea.

Color: Wine

Reviews: Rate this item

Quantity: 0

SEND TO A FRIEND

ADD TO CART FREE SHIPPING!

Our best buy on ergonomic multi-shift seating can handle continuous sitting, 24 hours a day, 7 days a week. Plus, it can handle weight capacity up to 400 lbs. Complete adjustability in this intensive use workhorse chair allows incredible custom configurations to fit the mid-sized user to the tall or heavy user. Great for businesses who require around-the-clock staffing such as hospitals, police stations or emergency call centers.

The customized approach to this premium chair includes independent back tilt, back height adjustment, independent seat tilt, ability to tilt or lock in any angle position, forward tilt function and seat forward/aft slide to adjust to a variety of shapes and sizes.

Sturdy armrest adjust height-wise with a 3" height range. Armrests also adjust width-wise to comfortable adjust for users both large and small. Contoured padded armrest gently cradle the forearms.

Compare any chair to the long list of features below, plus 400 pounds weight capacity and 24/7 user warranty!

* Seat swivels 360 degrees.
* Gas lift seat height adjustment.
* Smooth seat tilting action.
* Tilt tension adjusts easily.
* One-touch sliding seat depth adjustment.
* Seat pitch adjustment.
* Back height adjustment.
* Back pitch adjustment.
* Synchronized seat & back adjustment.
* Adjustable height/width arms.
* Arm width adjustment.
* Built-in lumbar support.
* Stain-resistant fabric.
* Designed and built for 24-hour/multi-shift use.

City of Mount Holly
Action Agenda Item

To: City Council	**Date:** 04-08-15
From: Bill Vaca	**Meeting Date:** 04-13-15

Agenda Item to be considered: Amendments to the existing Backflow Cross Connection Ordinance

Will this require a public hearing? ☐ YES ☒ NO

Background/Purpose of Request : Per Federal and State mandates local municipalities across North Carolina are being required to enforce back flow/cross connection standards. The attached Ordinance was already in existence for the City. However, due to the mandates certain amendments were required in order for the City staff to enforce at an appropriate level.

The amended Ordinance has been review by staff, the City Attorney's office, and based off existing amendments from other municipalities (i.e. City of Raleigh, City of Fayetteville, City of Durham, Charlotte-Mecklenburg, and the California Back Flow/Cross Connection Manual).

The overall purpose of these amendments to provide safe, sanitary water supply to the citizens of Mount Holly and to protect the City of Mount Holly from liability at a State or Federal level.

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 local Back Flow Cross Connection Ordinance as presented with amendments.

Result of City Council Decision:

Attachments: Ordinance with Revisions; Table summarizing the changes to the ordinance

MEMORANDUM

TO: Mayor and City Council, City of Mount Holly

FROM: Marie M. Anders, Assistant City Attorney

RE: Backflow and Cross Connection Control Ordinance

DATE: April 8, 2015

At the March regular meeting, Bill Vaca, the Backflow Prevention Coordinator for the City of Mount Holly, presented the necessary revisions to the Backflow and Cross Connection Control Ordinance which he had prepared in accordance with federal and state mandates. Council asked Mr. Vaca questions about the revisions at that time, which Mr. Vaca answered.

The revised ordinance before you now is substantively the same one which Mr. Vaca presented previously, with a few edits for formatting, consistency, and clarity. The revised ordinance will help City staff enforce backflow prevention and cross connection control to protect the public water for the citizens of Mount Holly.

Resolution 04132015___

The City of Mount Holly
Backflow and Cross Connection
Control Ordinance

Originally adopted July 14, 2003.

Be it resolved by the governing body of the city of Mount Holly, State of North Carolina:

Section I. Cross Connection Control – General Policy

A. Purpose. The purpose of this ordinance is:

1. To protect the public potable water supply from contamination or pollution by containing within the consumer's internal distribution system or private water system contaminants or pollutants which could backflow through the service connection into the public potable water supply system.

2. To promote the elimination, containment, isolation, or control of existing cross connections, actual or potential, between the public or consumer's potable water system and non-potable water systems, plumbing fixtures, and industrial-process systems.

3. To provide for the maintenance of a continuing program of cross connection control which will systematically and effectively prevent the contamination or pollution of all potable water systems.

B. Application. This ordinance shall apply to all premises served by the public potable water system of the city of Mount Holly.

C. Policy. This ordinance will be reasonably interpreted by the water purveyor. It is the water purveyor's intent to recognize the varying degrees of hazard and to apply the principle that the degree of protection shall be commensurate with the degree of hazard.

D. The water purveyor shall be primarily responsible for protection of the public potable water distribution system from contamination or pollution due to backflow of contaminants or pollutants through the water service connection. The cooperation of all consumers is required to implement and maintain the program to control cross connections. The water purveyor and consumer are jointly responsible for preventing contamination of the water system.

E. If, in the judgment of the water purveyor or their authorized representative, cross connection protection is required through either piping modification or installation of an approved backflow prevention device, due notice shall be given to the consumer. The consumer shall immediately comply by providing the required protection at their own expense; and failure, refusal, or inability on the part of the consumer to provide such protection shall constitute grounds for discontinuing water service to the premises until such protection has been provided.

Section II. Definitions

A. The definitions listed in Appendix A shall apply in the interpretation and enforcement of this ordinance.

Section III. Cross Connections Prohibited

A. No water service connection shall be installed or maintained to any premises where actual or potential cross connections to the public potable or consumer's water system may exist unless such actual or potential cross connections are abated or controlled to the satisfaction of the water purveyor, and as required by the laws and regulations of the North Carolina Department of Environment and Natural Resources, Public Water Supply.

B. No connection shall be installed or maintained whereby an auxiliary water supply may enter a public potable or consumer's water system unless such auxiliary water supply and the method of connection and use of such supply shall have been approved by the water purveyor and the North Carolina Department of Environment and Natural Resources.

C. No water service connection shall be installed or maintained to any premises in which the plumbing system, facilities and fixtures have not been constructed and installed using acceptable plumbing practices considered by the water purveyor as necessary for the protection of health and safety.

Section IV. Survey and Investigations

A. The consumer's premises shall be open at all reasonable times to the water purveyor, or his authorized representative, for the conduction of surveys and investigations of water use practices within the consumer's premises to determine whether there are actual or potential cross connections to the consumer's water system through which contaminants or pollutants could backflow into the public potable water system.

B. On request by the water purveyor or their authorized representative, the consumer shall furnish information on water use practices within their premises.

C. It shall be the responsibility of the water consumer to conduct periodic surveys of water use practices on their premises to determine whether there are actual or potential cross connections to their water systems through which contaminants or pollutants could backflow into their or the public potable water system.

Section V. Type of Protection Required

A. The type of protection required by this ordinance shall depend on the degree of hazard which exists, as follows:

1. An approved air gap separation shall be installed where the public potable water system may be contaminated with substances that could cause a severe health hazard.

2. An approved air gap separation or an approved reduced pressure principle backflow prevention assembly shall be installed where the public potable water system may be contaminated with a substance that could cause a system or health hazard.

3. An approved air gap separation or an approved reduced pressure principle backflow prevention assembly or an approved double check valve assembly shall be installed where the public potable water system may be polluted with substances that could cause a pollution hazard not dangerous to health.

B. Right of Appeal. Upon notice of the backflow prevention method required, the owner may request a hearing to review the selection process with the Backflow ORC and/or Utility Director. If the owner is dissatisfied with the results of this review, a written request for a hearing must be sent to the Utility Director and Cross Connection ORC within ten (10) days of the departmental review. Within ten (10) days, a formal hearing with the Director and Cross Connection ORC will be scheduled. A written response will be issued within ten (10) days after the hearing. The owner shall thereafter have the right of further appeal to the City Manager or his designee.

Section VI. Where Protection is Required

A. An approved backflow prevention assembly shall be installed on each service line to a consumer's water system serving premises where, in the judgment of the water purveyor or the North Carolina Department of Environment and natural Resources, actual or potential hazards to the public potable water system exist. The type and degree of protection required shall be commensurate with the degree of hazard.

B. An approved air gap separation or reduced pressure principle backflow prevention assembly shall be installed at the service connection or within any premises where, in the judgment of the water purveyor or the North Carolina Department of Environmental and Natural Resources, the nature and extent of activities on the premises, or the materials used in connection with the activities, or materials stored on the premises, would present an immediate and dangerous hazard to health should a cross connection occur, even though such cross connection may not exist at the time the backflow prevention device is required to be installed. This includes but is not limited to the following situations:

1. Premises having auxiliary water supply, unless the quality of the auxiliary supply is acceptable to the water purveyor and the North Carolina Department of Environment and Natural Resources.

2. Premises having internal cross connections that are not correctable, or intricate plumbing arrangements which make it impractical to ascertain whether or not cross connections exist.

3. Premises where entry is restricted so that inspections for cross connections cannot be made with sufficient frequency or at sufficiently short notice to assure the cross connections do not exist.

4. Premises having a repeated history of cross connections being established or reestablished.

5. Premises, which due to the nature of the enterprise therein, are subject to recurring modification or expansion.

6. Premises on which any substance is handled under pressure so as to permit entry into the public water supply, or where a cross connection could reasonably be expected to occur. This shall include the handling of process waters and cooling waters.

7. Premises where materials of a toxic or hazardous nature are handled such that if back pressure should occur, a serious health hazard may result.

C. The types of facilities listed in Appendix B fall into one or more of the categories of premises where an approved air gap separation or reduced pressure principle backflow prevention assembly is required by the water purveyor and the North Carolina Department of Environment and Natural Resources to protect the public water supply and must be installed at these facilities unless all hazardous or potentially hazardous conditions have been eliminated or corrected by other methods to the satisfaction of the water purveyor and the North Carolina Department of Environment and Natural Resources.

Section VII <u>Backflow Prevention Assemblies</u>

A. Any backflow prevention assembly required to protect the facilities listed in Appendix B shall be of a model or construction approved by the water purveyor and the North Carolina Department of Environment and Natural Resources.

1. Air gap separation to be approved shall be at least twice the diameter of the supply pipe, measured vertically above the top rim of the vessel, but in no case less than one inch.

2. A double check value assembly or a reduced pressure principle backflow prevention assembly shall be approved by the water purveyor, and shall appear on the current "list of approved backflow prevention assemblies" established by the North Carolina Department of Environment and Natural Resources.

<u>B.</u> Existing Backflow prevention assemblies approved by the water purveyor at the time of installation and properly maintained shall, except for inspection and maintenance requirements, be excluded from the requirements of this ordinance so long as the water purveyor is assured that they will satisfactorily protect the water system. Whenever the existing assembly is moved from its present location, or requires more that minimum

maintenance, or when the water purveyor finds that the maintenance constitutes a hazard to health, the unit shall be replaced by a backflow prevention assembly meeting the requirements of this ordinance.

C. Certification and Testing Requirements:

1. BPAs must be tested by a certified tester who has been certified by an approved school (as listed below) in the testing and repair of backflow prevention assemblies. All testers must adhere to test procedures for Reduced Pressure principle Assemblies as listed in the current procedures from the University of Southern California Foundation for Cross-Connection and Hydraulic Research Manual of Cross-Connection Control.

2. A person wishing to be put on a list of approved testers for the City of Mount Holly must provide the Cross-Connection ORC with a letter of request with their full name, address, phone number, name of the school from which certification was obtained and the certificate number.

3. All BPAs must be tested and inspected at least annually. It is the responsibility of the BPA owner to secure a certified tester. Copies of the inspection report must be submitted to the City of Mount Holly ORC to be kept on file by the City of Mount Holly and by the owner of the BPA for not less than five years.

4. All backflow testers must submit their test report to the City of Mount Holly within five business days. If the report is not submitted within five business days then the backflow will need to be retested and all testing forms submitted. Failure to do so may cause removal from the approved testers list.

5. If the annual test reveals that repair or replacement is necessary, the work shall be performed within ten days. A report of such shall be forwarded to the City of Mount Holly Cross-Connection ORC for their records.

6. In the event that a BPA installed inside a vault shows signs of having operated either through visual inspection or activation of the leak detection alarm system, the BPA shall be re-tested within ten days.

7. The following schools providing certification in Backflow Prevention Testing and Cross-Connection Control have been approved by the City of Mount Holly Cross-Connection ORC and the Utilities Director:

Fayetteville Public Works Commission
P.O. Box 1089
Fayetteville, NC 28302
910-223-4699

City of Raleigh

Department of Public Utilities
P.O. Box 590
Raleigh, NC 27602
919-831-6527

University of Southern California
Foundation for Cross-Connection Control and
Hydraulic Research School of Engineering
BHE University Park MC-0231
Los Angles, California 90089-2031
Paul H. Schwartz, P.E. Coordinator
213-743-2032

City of Durham
Department of Water Resources
101 City Hall Plaza
Durham, NC 27701
Steven Bledsoe, Cross-Connection
919-560-4194

Infotec, LLC
P.O. Box 1716
Carthage, NC 28327
Ronald West, Cross-Connection
910-947-1115

University of Florida
Center for Training Research and
Education for Environmental
Occupations (TREEO)
904-392-9570

Charlotte Mecklenburg Utility Department
System Protection Division Backflow Prevention
5100 Brookshire Blvd
Charlotte, NC 28216
Mark A. Krouse, Coordinator
704-399-2426 ext: 294

Section VIII. Installation

A. Backflow prevention assemblies required by this ordinance shall be installed at a location and in a manner approved by the water purveyor and shall be installed at the expense of the water consumer.

B. Backflow prevention assemblies installed on the service line to the consumer's water system shall be located on the consumer's side of the water meter, as close to the meter as is reasonably practical, and prior to any other connection.

C. Backflow prevention assemblies shall be located so as to be readily accessible for maintenance and testing, protected from freezing. No reduced pressure principle backflow prevention assembly shall be located where it will be submerged or subject to flooding by any fluid.

D. Material Specifications

1. All backflow assemblies shall have metal piping 5' on the inlet side and 5' on the discharge side of the assemblies. If dis-similar metals are used then a dielectric union or other means will be required.

2. BPAs must meet the University of Southern California approval list, and must conform to AWWA C506 and adhere to ANSI and ASTM standards. A list of recommended BPAs can be found on file with the ORC. All BPAs installed on fire lines shall be approved by NFPA, the City of Mount Holly Fire Chief, and the cross connection ORC.

3. All internal parts must be replaceable in line. All BPAs must have four (4) resilient seated test cocks, having ¼ turn ball valves with slotted or lever type operators. These test cocks shall be located in the following Order:
   a. 1st test cock: before first shut-off valve
   b. 2nd test cock: between first shut-off valve and first check valve
   c. 3rd test cock: between the first and second check valve
   d. 4th test cock: between the second check valve and second shut-off valve

~~3.~~4. BPAs smaller than 2" must have bronze or stainless steel bodies and bonnets and must be equipped with full port shut-off valves, of line size, having ¼ turn lever type bronze or steel ball valves.

~~4.~~5. All 3" to 10" BPAs shall have contained check valve modules. The bodies and bonnets must be made of one of the following: fusion bonded epoxy-coated cast iron, ductile iron or steel, made of bronze or stainless steel. They must be equipped with manufactured approved resilient seated gate, wedge or ball valves with non-rising stems. The valves must have a manual hand wheel for operation.

~~5.~~6. Fire line services shall utilize a Reduced Pressure Principal Detector Assembly and tamper switch alarms on the main isolation valves. The BPA owner is responsible for any conduit and wiring necessary to operate the tamper switch alarms.

7. If a customer does not wish for water service to be interrupted when a BPA is tested, repaired, replaced, a parallel installation shall be made using an approved assembly. The parallel line and BPA shall be the same size and type.

E. Review and Approval. For new projects, BPAs must be shown and detailed on the design drawings to be approved by the City of Mount Holly prior to installation. Clearances around the assembly must be clearly marked, as must all drains. The drawings shall include a note stating: "There shall be no taps, piping branches, unapproved bypass piping, hydrants, Fire Department connection points or other water-using appurtenances connected to the supply line between any water meter and its backflow prevention assembly, as required by the City of Mount Holly."

F. Installation. All BPA installations shall be per City of Mount Holly and state standards and per the standards of the University of Southern California for Cross-Connection Control and Hydraulic Research. Backflow Assemblies shall be installed as follows:

1. On the outlet side of the meter service. If outside location is not possible due to required compliance with other applicable codes, ordinances or regulations, the City of Mount Holly may allow the assembly to be installed at a location approved by the backflow ORC. The ORC reserves the right to require submission of supporting documentation and calculations including, but not limited to, those required for below grade installations.

2. By a licensed plumber or licensed utility contractor who holds a certificate of completion from an approved North Carolina Cross-Connection School in testing and repair of backflow prevention assemblies.

3. Such that no portion of the assembly can become submerged in a substance under any circumstance.

4. With adequate clearance on all sides of the assembly per manufacture's literature or other appropriate reference. Minimum clearances are as follows:

    a. Twelve (12) inches from floor to lowest portion of device (with a maximum of (30) thirty inches)

    b. One times the width of the device and its components for clearance to any walls horizontally.

5. Indoor Installations: BPAS may be installed indoors only in the case of retrofits to existing buildings, where outside above grade or below grade installation is not possible, or if applicable codes, ordinances or regulations allow. The design engineer must show that there are no other locations suitable for outdoor installation. Approval of indoor installation will be at the discretion of the ORC.

G. Design Requirements will be as follows:

1. A ¾" BPA must have a (2) two minimum clearance of four (4) inches between the walls and shut off valves, a minimum of thirty (30) inches from the wall on the side utilizing the test cocks and a minimum of six (6) inches on the opposite side of the assembly. A minimum of four (4) inch floor drain shall be provided for the relief port.

2. 3" through 10" BPAs must have a minimum clearance of eight (8) inches between the walls and shut off valves, a minimum of thirty (30) inches clearances on the side utilizing the test cocks and a twelve (12) inch minimum clearance on the opposite side of the assembly. The floor drain shall be sized in accordance with the manufacturer's flow chart for relief valve.

3. A leak detection system complete with alarm shall be installed on the drain line to alert the BPA owner that a situation has caused the BPA to operate. In case of an air gap, the gap must be at least two (2) times the inner diameter of the outlet pipe, with a minimum of 1".

H. Above Ground Installations: The City of Mount Holly requires that all above ground BPAs be protected from freezing by installing a protective enclosure over the BPA. All BPA enclosures must meet the following performance requirements:

1. Freeze Protection – enclosures must provide at least 6.5R factor insulation.

2. Insulation – attaching insulation to the BPA is not permitted.

3. Accessibility-Clearances – minimum side, end and top clearances are as follows:

   a. ¾" through 1" BPAs shall have a clearance of four (4) inches from the end walls to ball valves, a clearance of eight (8) inches on the side utilizing the test cocks and a clearance of four (4) inches on the opposite side.

   b. 2" thru 10" BPAs shall be installed in a sealed H-20 traffic rated vault. A 2" BPA shall have a clearance of four (4) inches from the end walls to ball valves, twelve (12) inches minimum clearance on the test side of the assembly and eight (8) inches minimum clearance on the opposite side.

   c. 3" thru 10" BPAs shall have a clearance of eight (8) inches from the end walls to the ball valves, a clearance of thirty (30) inches on the test side of the assembly and a clearance of twelve (12) inches on the opposite side.

   d. The clearance requirements under this item (3) may be waived if:

      i. Adequate access to all parts of the BPA (including the shut off valves) is readily provided.

ii. Access provided allows testing and maintenance activity to be completed without having to enter the enclosure, and the enclosure is lightweight (i.e. each section requires no more than 3 or 4 men to remove) and is fully removable intact or in panels

4. Drainage – adequate drainage for reduced pressure principle BPAS shall be provided via drain ports along the bottom of one of the side walls of the enclosure.

5. Above ground installations must be located outside of all required sight triangles, rights of way and easement. They shall not impair line of sight or legal movement for vehicular or pedestrian traffic. There may be other project-specific conditions that, in the opinion of the ORC that warrant additional constraints on the location of the BPA.

6. A list of prefabricated fiberglass or aluminum BPA enclosures manufacturers follows:

BF Products
Hot Box Enclosures by Northeast Florida Enterprises
Safe-T- Cover Enclosures by Hydro cowl
Water Safe Enclosures by G&C Enclosures

~~D.~~I. Below Grade Installations. Below grade installations of BPAS are not recommended. They are classified as confined spaces and are at increased risk of flooding due to clogged or undersized drains. Also, leaky or damaged assemblies are not as evident as they are in above ground installations. BPAs may be installed below grade if the design engineer for the project can demonstrate that an above grade installation is infeasible due to space availability or other constraints. Every attempt must be made by the design engineer to provide for above-ground installation of BPAs. Approval of below grade installations will be at the discretion of the City Manager, Assistant City Manager, or the Backflow ORC.

1. If a below grade BPAs is approved, then a calculation must be performed by an engineer and submitted demonstrating that the vault and drain pipe are adequately sized such that the BPA will not come in contact with any liquid under each of the following conditions:

   a. Zero pressure on the inlet side (i.e., main break), resulting in full BPA operation.

   b. Fully submerged drain outlet structure (including storm catch basins, ditches, ponds, etc).

~~1.~~2. All below grade installations shall be in a vault with a watertight hatch or door, and shall drain to grade or to a storm water catch basin. The drain pipe must be fitted with a vermin screen at each end.

3. The following clearances shall be maintained around the BPAs within the vault:

a. ¾" through 1" BPAs shall have a clearance of four (4) inches from the end walls to ball valves, a clearance of eight (8) inches on the side utilizing the test cocks and a clearance of four (4) inches on the opposite side.

b. 2" through 10" BPAs shall be installed in a sealed H-20 traffic rated vault. The 2" BPA shall have a clearance of four (4) inches from the end walls to ball valves, twelve (12) inches minimum clearance on the test side of the assembly and eight (8) inches minimum clearance on the opposite side.

c. 3" through 10" BPAs shall have a clearance of eight (8) inches from the end walls to the ball valves, a clearance of thirty (30) inches on the test side of the assembly and a clearance of twelve (12) inches on the opposite side.

d. The clearance requirements under this item (3) may be waived if:

   i. Adequate access to all parts of the BPA (including the shut off valves) is readily provided.

Section IX Inspection and Maintenance

A. It shall be the duty of the consumer at any premises on which backflow prevention assemblies required by this ordinance are installed to have inspection, test, and overhauls made in accordance with the following schedule or more often where inspections indicate a need.

1. Air gap separations shall be inspected at the time of installation and at least every twelve months thereafter.

2. Double check valve assemblies shall be inspected and tested for tightness at the time of installation and at least every twelve months thereafter.

3. Reduced pressure principle backflow prevention assemblies shall be inspected and tested for tightness at the time of installation and at least every twelve months thereafter.

B. Inspections, tests, and overhauls of backflow prevention assemblies shall be made at the expense of the water consumer and shall be performed by a State of North Carolina certified backflow prevention assembly tester.

C. Whenever backflow prevention assemblies required by this ordinance are found to be defective, they shall be repaired or replaced at the expense of the consumer without delay.

D. The water consumer must maintain a complete record of each backflow prevention assembly from purchase to retirement. This shall include a comprehensive listing that includes a record of all test, inspection, and repairs. Records of inspections, tests, repairs, and overhauls shall be made available to the water purveyor upon request.

E. Backflow prevention assemblies shall not be bypassed, made inoperative, removed, or otherwise made ineffective.

Section X. Violations

A. Notification of Violation: A written notice must be presented or sent by certified mail to any customer/person who has been found to be in violation of any part of this ordinance. Such notice must explain the violation and give the time period within which the violation must be corrected. The time period set to correct a violation shall not exceed thirty (30) days after receiving notice unless otherwise specified. If the violation has been determined by the ORC to be an imminent hazard to the public potable water system the customer shall be required to correct the violation immediately.

B. The water purveyor shall deny or discontinue, after reasonable notice to the occupants thereof, the water service to any premises wherein any backflow prevention assembly required by this ordinance is not installed, tested, and maintained in a manner acceptable to the water purveyor, or of it is found that the backflow prevention assembly has been removed or bypassed or if an unprotected cross connection exists on the premises. Water service to such premises shall not be restored until the consumer has corrected or eliminated such conditions or defects in conformance with this ordinance to the satisfaction of the water purveyor.

C. In addition to any other penalty or enforcement action available to the water purveyor, including enforcement of any section of this ordinance by an appropriate equitable remedy issuing from a court of competent jurisdiction, the violation of any section of this ordinance may be punished by a civil penalty listed as follows:

1. Unprotected cross connection involving a private water system, which in the determination of the ORC is an imminent hazard to the public potable water system- $1,000 per day.

2. Unprotected cross connection involving a private water system, which in the determination of the ORC is a high hazard to the public potable water system-$500 per day.

3. Submitting false records or failure to submit records which are required by this ordinance- $500 per occurrence.

4. Failure to test or maintain backflow prevention assemblies as required-$100 per day.

5. Unprotected cross connection for which no other civil penalty is prescribed- $250 per day.

6. Any other violation of the provisions of this ordinance- $100 per day or per occurrence.

7. Any person violating any part of this ordinance must reimburse the City of Mount Holly for any expenses in repairing damage to the public water system caused by any violation and any expenses incurred for investigating a violation. All such expenses are deemed to be a part of the civil penalty assessed with the violation.

D. Reduction of Penalty. The ORC may reduce or dismiss any civil penalty imposed under this section if the ORC has determined that the person charged with the violation has no past history of violation in a timely manner as set by the ORC. No civil penalty shall be reduced if it has been determined the violation was intentional.

Appendix A

Definitions

1. "Air gap separation" means the unobstructed vertical distance through the free atmosphere between the lowest opening from any pipe or faucet supplying water to a tank, plumbing fixture or other device and the overflow level rim of the receptacle, and shall be at least double the diameter of the supply pipe measured vertically above the flood level rim of the vessel, but in no case less than~~t~~ one inch.

2. "Auxiliary water supply" means any water source or system, other than the public water supply, that may be available in the building or premises.

3. "Backflow" means the flow other than the intended direction of flow, of any foreign liquids, gases or substances into the distribution system of a public water supply.

4. "Backflow prevention assembly" (abbreviated BPA) means any double check valve or reduced pressure principle backflow preventer having resilient-seated shut-off valves on both the upstream and downstream end and the necessary test cocks as integral parts of the assembly.

5. "Consumer" means the owner or person in control of any premises supplied by or in any manner connected to a public water system.

6. "Containment" means protection of the public water supply by installing a backflow prevention assembly or air gap separation on the main service line to a facility.

7. "Contamination" means an impairment of the quality of the water by sewage, process fluids or other wastes to a degree which could create an actual hazard to the public health through poisoning or through spread of disease by exposure.

8. "Cross-connection" means any physical link between a potable water supply and any other substance, fluid or source which makes possible contamination of the potable water supply due to the reversal of flow of the water in the piping or distribution system.

9. "Hazard, Degree of" means an evaluation of the potential risk to public health and the adverse effect of the hazard upon the potable water system.

   a) Hazard, Health- any condition, device, or practice in the water supply system and its operation which could create or may create a danger to the health and well-being of the water consumer.

   b) Hazard, Plumbing- a plumbing type cross connection in a consumer's potable water system that has not been properly protected by a vacuum breaker, air gap separation or backflow prevention assembly.

c) Hazard, Pollution- an actual or potential threat to the physical properties of the water system or to the pot- ability of the public or the consumer's potable water system but which would constitute a nuisance or be aesthetically objectionable or could cause damage to the system or its appurtenances, but would not be dangerous to health.

d) Hazard, System- an actual or potential threat of severe damage to the physical properties of the public potable water system or the consumer's potable water system, or of a pollution or contamination which would have a protracted effect on the quality of the potable water in the system.

10. "Industrial process system" means any system containing a fluid or solution which may be chemically, biologically or otherwise contaminated or polluted in a form or concentration such as would constitute a health, system pollution or plumbing hazard if introduced into the potable water supply.

11. "Isolation" means protection of a facility's internal plumbing system by installing a backflow prevention assembly, air gap separation or other backflow prevention device on an individual fixture, appurtenance or system.

12. "Operator Responsible in Charge" (abbreviated ORC) means the representative of the water purveyor holding this title.

13. "Pollution" means the presence of any foreign substance (organic, inorganic or biological) in water which tends to degrade its quality so as to constitute a hazard or impair the usefulness of the water to a degree which does not create an actual hazard to the public health but which does adversely and unreasonably affect such waters for domestic use.

14. "Public potable water system" means any publicly or privately owned water system supplying water to the general public which is satisfactory for drinking, culinary and domestic purposes and meets the requirements of the North Carolina Department of Environment and Natural Resources.

15. "Service connection" means the terminal end of a service line from the public water system. If the meter is installed at the end of the service, then the service connection means the downstream end of the meter.

16. "Water purveyor" means the City of Mount Holly, which is the owner~~,~~ and operator ~~or individual~~ in responsible charge of the~~a~~ public water system.

Appendix B

Types of Facilities Representing Cross Connection Hazards

1. Aircraft and missile manufacturing plants;
2. Automotive plants including those plants which manufacture motorcycles, automobiles, trucks, recreational vehicles and construction and agricultural equipment:
3. Potable water dispensing stations which are served by a public water system;
4. Beverage bottling plants including dairies and breweries;
5. Canneries, packing houses and reduction plants;
6. Car washes;
7. Chemical, biological and radiological laboratories including those in high schools, trade schools, colleges, universities and research institutions;
8. Hospitals, clinics, medical buildings, nursing facilities, rehabilitation facilities, autopsy facilities, morgues, mortuaries and other medical facilities;
9. Metal or plastic manufacturing, fabrication, cleaning, plating or processing facilities;
10. Plants manufacturing paper and paper products;
11. Plants manufacturing, refining, compounding or processing fertilizer, film, herbicides, natural or synthetic rubber, pesticides, petroleum or petroleum products, pharmaceuticals, radiological materials or any chemical which would be a contaminant to the public water system;
12. Commercial facilities that use herbicides, pesticides, fertilizers or any chemical which would be a contaminant to the public water system;
13. Plants processing, blending or refining animal, vegetable or mineral oils;
14. Commercial laundries and dye works;
15. Sewage, storm water and industrial waste treatment plants and pumping stations;
16. Waterfront facilities including piers, docks, marinas and shipyards;
17. Industrial facilities which recycle water;

18. Restricted or classified facilities or other facilities closed to the supplier of water or the department;

19. Fire sprinkler systems using any chemical additives;

20. Auxiliary water systems;

21. Irrigation systems with facilities for injection of pesticides, herbicides or other chemicals or with provisions for creating back pressure;

22. Portable tanks for transporting water taken from a public water system; and

23. Facilities which have pumped or repressurized cooling or heating systems that are served by the public water system, including all boiler systems.

City of Mount Holly
Action Agenda Item

To: City Counail	**Date:** 4-8-2015
From: Jonathan Wilson	**Meeting Date:** 4-13-2015

Agenda Item to be considered:

Call for a Public Hearing regarding a Text Amendment to the Zoning Ordinance to allow for Solar Arrays submitted by Duke Energy.

Will this require a public hearing? ☒ **YES** ☐ **NO**

Background/Purpose of Request :

Duke Energy has submitted a text amendment request to allow for Solar Arrays within the City of Mount Holly. Staff will be working with Duke Energy to draft language for the text amendment that would benefit Mount Holly as well as the applicant. Specific language for Solar Arrays will be presented at the public hearing. The solar array/panels are planned to be located at their current training facility at 1850 North Main Street.

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 made a unanimous recommendation to City Council to Call for a Public Hearing to be held in May to amend the Zoning Ordinance to allow for solar arrays.

Result of City Council Decision:

Attachments: **Text Amendment Application submitted by Duke Energy**

CITY of MOUNT HOLLY · N.C. · 1879

APPLICATION FOR TEXT AMENDMENT
CITY OF MOUNT HOLLY, NORTH CAROLINA

Date Filed: 3/27/2015 Application Number: ____________

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

1. The amendment is found in the City of Mount Holly Zoning Ordinance relating to: Solar Array Systems and Panels

2. The following statement best describes what you would like the text amendment to reflect: Duke Energy's Emerging Technologies Organization (ETO) Plans to install and operate a microgrid system at its Mt. Holly smart grid testing facility. This microgrid will utilize renewable resources – Solar PV and battery energy storage – while operating a field message bus based distributed intelligence Platform with wireless communications to devices. Duke Energy would like the amendment to reflect the ability for Duke Energy to install a 100 KW PV Solar System on its site.

3. Name: Dale Brooks, Transaction Manager, Duke Energy

Address: 400 South Tryon Street, Mail Code ST30C, Charlotte NC 28202

704 382 0913
Phone Number

Dale Brooks
Signature of Applicant

INSTRUCTIONS: Applications must be TYPED or LEGIBLE and filed with the City of Mount Holly Planning and Zoning Department, together with the application fee in the amount of **<u>$250.00</u> (See Fee Schedule)** at least 15 days prior to the Planning Commission meeting for initial consideration.

PAID

MAR 27 2015

City of Mount Holly

City of Mount Holly
Action Agenda Item

To: City Council	**Date:** 4-7-2015
From: Jonathan Wilson	**Meeting Date:** 4-13-2015

Agenda Item to be considered: Call for a public hearing, regarding a request by ATC Transportation, LLC, for a rezoning of a parcel on North Main Street, Tax Parcel ID # 212120, from R-8 Single Family/CU to H-1 Heavy Industrial.

Will this require a public hearing? ☒ **YES** ☐ **NO**

Background/Purpose of Request: The applicant, ATC Transportation, LLC, currently operates/owns the property at 1801 North Main Street and property at the corner of North Main Street and Morningside Drive and would like to expand their business operation in Mount Holly. Furthermore, ATC Transportation, LLC has recently purchased the parcel of land requested to be rezoned and an adjacent parcel of land that will front North Main Street which is currently zoned H-1. ATC Transportation, LLC is wishing to rezone this parcel of land so that they will have a total of approximately 9.79 acres of land to expand their current business. The applicant will have to follow screening and architectural requirements when developing the lots in the future if approved.

Fiscal Impact:

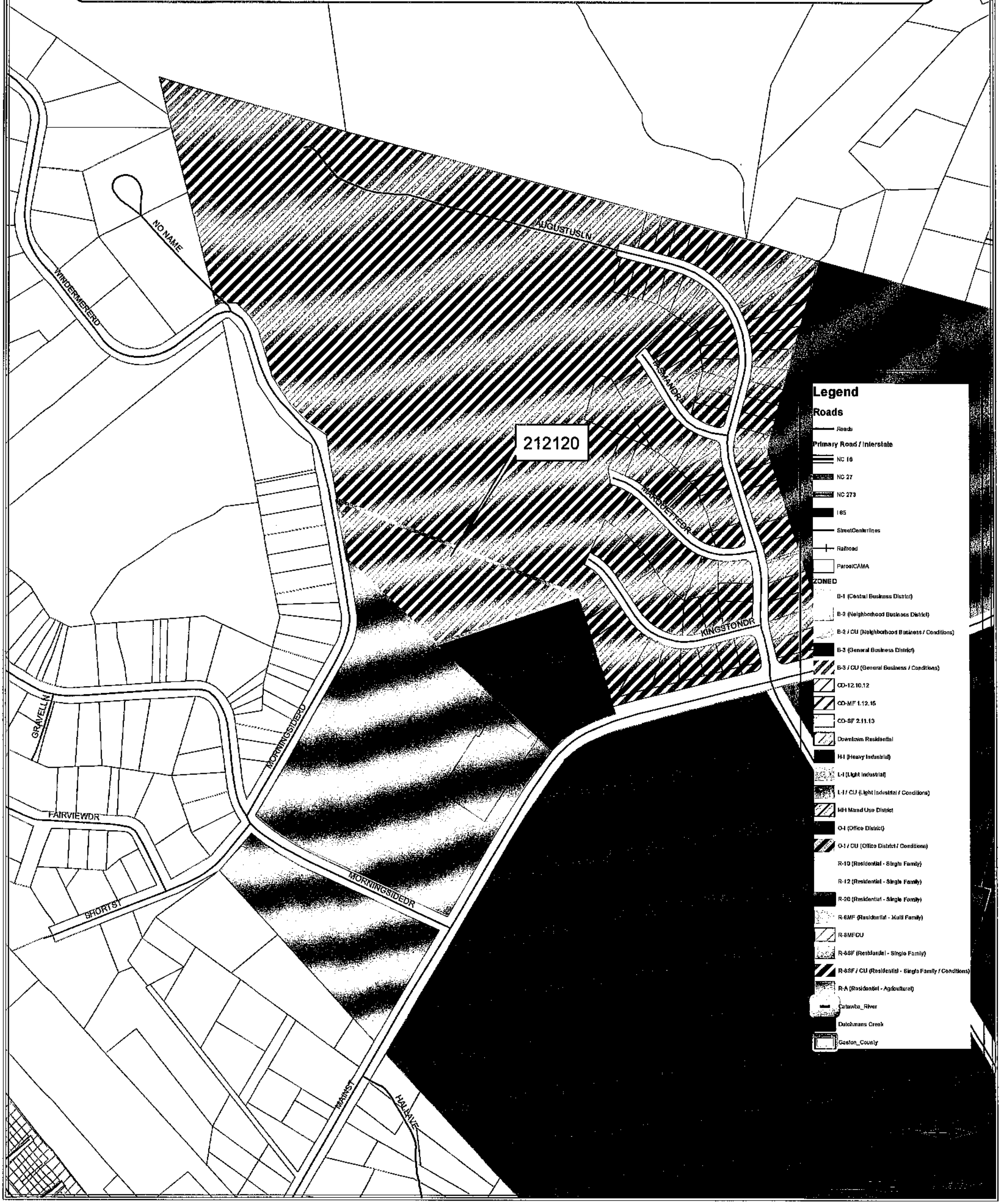
Will Item affect current budget	☐ YES	☐ NO	☒ N/A
Reviewed by Finance Director	☐ YES	☐ NO	☒ N/A
Preaudit Certification required	☐ YES	☐ NO	☒ N/A
Capital Project Ordinance required	☐ YES	☐ NO	☒ N/A
Budget Transfer required	☐ YES	☐ NO	☒ N/A
Total City Dollars:	***$***		
Budget Code			
Reviewed by City Attorney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

Manager/Staff Recommendation:
The Planning Commission made a unanimous recommendation to City Council to call for a Public Hearing to rezone approximately 4.93 acres of land on North Main Street, Parcel ID #212120 from R-8 Single Family/CU to H-1 Heavy Industrial for the May Planning Commission and City Council meetings.

Result of City Council Decision:

Attachments: Rezoning Application
Zoning Map

City of Mount Holly Zoning Map 2015



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: ATC TRANSPORTATION, LLC.
Address: 10801 CORPORATE DR., PLEASANT PRARIE, WI 53158
as evidenced by Deed Book 4756 on Page 229 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 N. MAIN ST. (PID# 212120) (physical address) on the Left or Right (circle one) side of the N. MAIN ST. (street) between MORNINGSIDE DR. (street) and AUGUSTUS LN. (street), and has a Tax Listing of: Tax Parcel # 212120. Said lot(s) has (have) a frontage of 235 feet and is approximately 4.93 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 R-8SF/CU Zone to H-1 Zone.

5. If Conditional Use rezoning is requested, a site specific plan (see Appendix) is hereby attached (check) ______ 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).

____

____

____

____

____

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.

ATC Transportation LLC
Name of Applicant(s)

____
Interest of Applicant in Subject Realty:
(Must be the owner if requesting Conditional Use Rezoning)

Applicant's Address: 10801 Corporate Drive, Pleasant Prairie, WI 53158

Phone Number: (262) 564-7006 Signature: ____________

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 $300.00 (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	**Date:** 4-7-2015
From: Jonathan Wilson	**Meeting Date:** 4-13-2015

Agenda Item to be considered: Call for a public hearing, regarding a request by Carolina Development Services LLC, for a rezoning of Tax Parcel ID # 213798 from R-8 Single Family Conditional Use 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. The applicant requests to rezone Tax Parcel ID # 213798 from R-8 Single Family Conditional Use to Single Family Conditional District.

The property is located on Lowland Dairy Road and is part of the Kendrick Farm Subdivision. The property is approximately 45 acres in size and the project will be known as Kendrick Farm Phase 4. The applicant wishes to rezone the property to Conditional District Zoning to include Single Family Residential as detached homes. The applicant will be requesting permission to develop 83 single family homes.

Fiscal Impact:

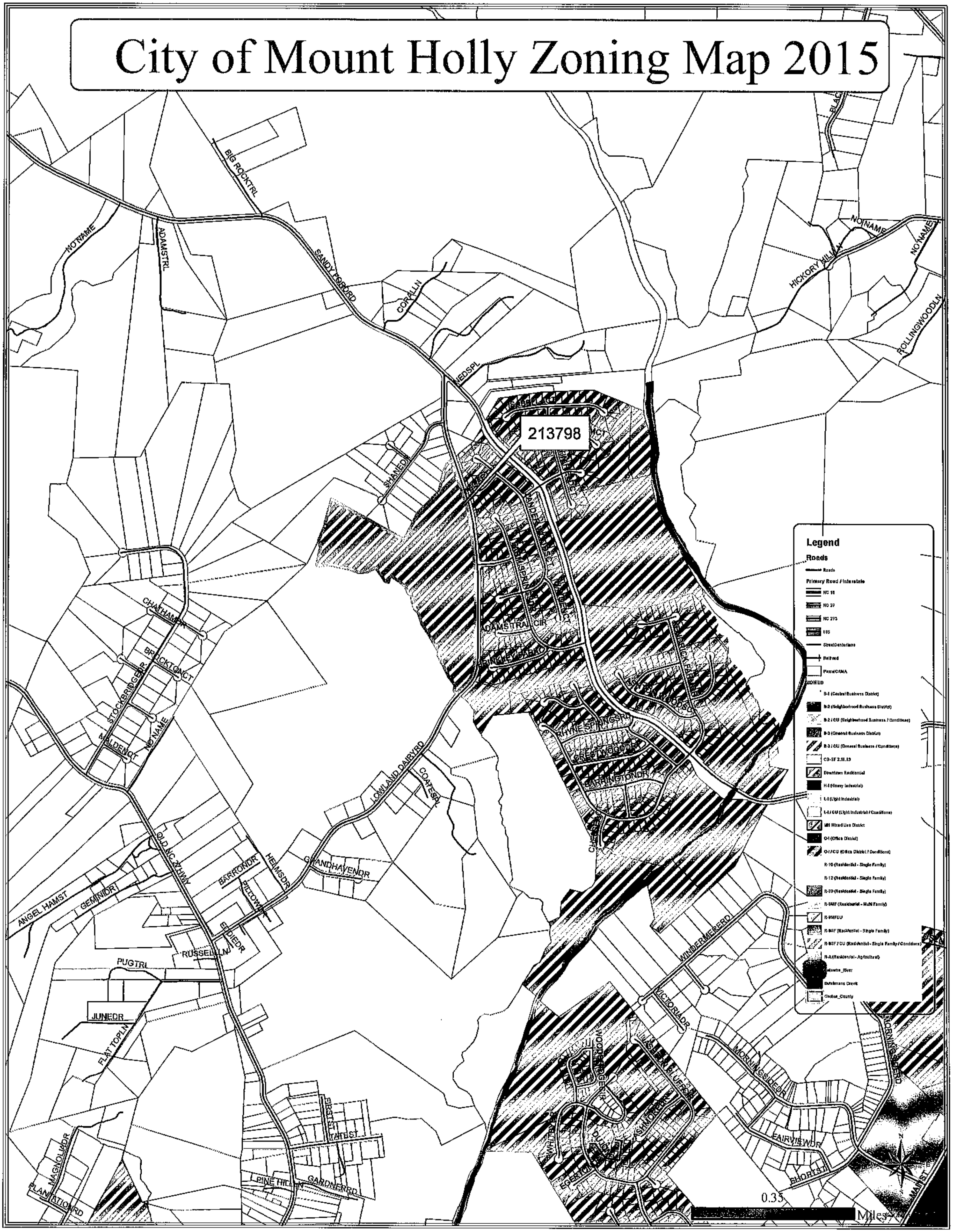
Will Item affect current budget	☐ YES	☐ NO	☒ N/A
Reviewed by Finance Director	☐ YES	☐ NO	☒ N/A
Preaudit Certification required	☐ YES	☐ NO	☒ N/A
Capital Project Ordinance required	☐ YES	☐ NO	☒ N/A
Budget Transfer required	☐ YES	☐ NO	☒ N/A
Total City Dollars:	***$***		
Budget Code			
Reviewed by City Attorney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

Manager/Staff Recommendation:
The Planning Commission made a unanimous recommendation to City Council to a call for public hearing in May for a rezoning of approximately 45 acres from R-8 Single Family Conditional Use to Single Family Conditional District. This recommendation is fully supported by Staff.

Result of City Council Decision:

Attachments: Rezoning Application
Map

City of Mount Holly Zoning Map 2015



REZONING APPLICATION
CITY OF MOUNT HOLLY, NORTH CAROLINA

Date Filed: 3/26/15 Application Number: 03162015A

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: Carolina Development Services, LLC.
Address: 2649 Brekonridge Centre Dr. Monroe, NC 28110
as evidenced by Deed Book 4762 on Page 2249 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 Farm Springs Drive (physical address) on the Left or Right (circle one) side of the Lowland Dairy Rd (street) between Old NC 27 Hwy. (street) and Sandy Ford Rd. (street), and has a Tax Listing of: Tax Book 14, Map 066, Parcel 005. Said lot(s) has (have) a frontage of 2,738 feet and is approximately 45 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 R-8SF/CU Zone to CD Single Family Residential 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).

Improvements shall include :83 Single Family Homes with streets sidewalks and utilities, large common open space area along Stanley Creek, a park as part of the common open space, screening along Lowland Dairy Rd. and adjoining subdivisions, utilize existing utilities along Lowland Dairy Rd. to minimize impacts to Stanley Creek

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.

G. David Cuthbertson for Carolina Development Services LLC
Name of Applicant(s)

Manager
Interest of Applicant in Subject Realty: (Must be the owner if requesting Conditional Use Rezoning)

Applicant's Address: 2649 Brekonridge Centre Dr. Monroe, NC 28110

Phone Number: 704-238-1229 Signature:

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 $ 800.00 **(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	**Date:** 4-9-2015
From: Jonathan Wilson	**Meeting Date:** 4-13-2015

Agenda Item to be considered:

Call for a Public Hearing to amend the Land Development Guidelines.

Will this require a public hearing? ☒ **YES** ☐ **NO**

Background/Purpose of Request :

Over the past several months Planning Staff has worked on several amendments to the Subdivision Ordinance to in an effort to make the Ordinance more "Developer Friendly" and establish a clear development process. If Council chooses to amend the Subdivision and Land Development Ordinance we will need to amend the Land Development Guidelines so that the two documents conform to one another. The amendments to the Land Development Guidelines will affect the Land Development Process Flow Chart, Plan and Plat Submittal Requirements and Plan Review Procedure.

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 and Development Staff recommends to call for a public hearing for the May meeting to amend the Land Development Guidelines so that this document is in conformance with the Subdivision and Land Development Ordinance.

Result of City Council Decision:

Attachments: None

City of Mount Holly
Action Agenda Item

To: City Council
From: Brian DuPont
Date: 4-7-15
Meeting Date: 4-13-15

Agenda Item to be considered: Call for a public hearing for an annexation of 1.7-acre parcel in the ETJ at 5053 Clearwater Lake Road, Tax Parcel #181666

Will this require a public hearing? ☒ YES ☐ NO

Background/Purpose of Request : At the Planning Commission meeting it was unanimously recommended to call for a public hearing to annex 5053 Clearwater Lake Road.

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 call for a public hearing for an annexation.

Result of City Council Decision:

Attachments:
1. **Application**
2.
3.

PETITION REQUESTING ANNEXATION

Date: 12/1/14

To the City Council of the City of Mount Holly:
(name of governing body)

1. We the Undersigned owners of real property respectfully request that the area described in Paragraph 2 below be annexed to the City of Mount Holly.

2. The area to be annexed ✓ is contiguous or ____ is not contiguous (check one) to the City of Mount Holly and the boundaries of such territory are as follows:

***INSERT MEETS AND BOUNDS DESCRIPTION**

**3. We acknowledge that any zoning vested rights acquired pursuant to G.S. 160A-385.1 or G.S. 153A-344.1 must be declared and identified on this petition. We further acknowledge that failure to declare such rights on this petition shall result in termination of vested rights previously acquired for this property. (If zoning vested rights are claimed, indicate below and attach proof.)

NAME	ADDRESS	VESTED RIGHTS DECLARED? (YES OR NO)	SIGNATURE
Jennifer Melton	213 Auten Circle, Mt Holly	Yes	[signature]
Zarek Melton	213 Auten Circle Mt Holly	Yes	[signature]

* The City of Mount Holly may wish to require a meets and bounds description and/or map.

** This is one possible format for zoning vested rights declaration. This language may require modification to reflect the requirements of the municipal zoning vested rights ordinance, if any.

ADDITIONAL ATTACHMENTS MAY BE USED
A fee will be accessed as part of this Annexation Application.
See Fee Schedule for amount.

The property conveyed is not the principal residence of the grantor.

WITNESSETH

BMO HARRIS BANK, N.A. successor by merger to M & I Bank, FSB 180 N. Executive Dr., Brookfield, WI 53005, grantor, for $ 35,000 (thirty five thousand dollars) in consideration paid, grants with covenants of limited warranty to **Jaz Design Group, LLC, tax mailing address P.O. Box 316, Mount Holly NC 28120**, hereinafter grantee, the following described real property:

THE FOLLOWING PROPERTY DESCRIBED AS FOLLOWS:

TRACT 1: BEGINNING AT AN IRON STAKE IN THE EASTERLY RIGHT OF WAY LINE OF THE P. AND N. RAILWAY, SITUATE 40 FEET FROM THE CENTER OF THE P. AND N. RAILWAY, AND BEING THE NORTHERLY CORNER OR POINT OF C. S. CARPENTER LAND (NOW OR FORMERLY), COMMON CORNER WITH ANNIE CARPENTER (NOW OR FORMERLY), AND RUNS THENCE FROM THE POINT OF BEGINNING WITH SAID ANNIE CARPENTER'S LINE, SOUTH 08-34 WEST 328.30 FEET TO AN IRON IN THE CENTER OF CLEARWATER LAKE ROAD (COUNTY ROAD NO. 2041); THENCE WITH THE CENTER OF SAID ROAD SOUTH 37-28 WEST 277 FEET TO AN IRON; THENCE CONTINUING WITH THE CENTER OF SAID ROAD, SOUTH 35-00 WEST 23.86 FEET TO AN IRON PIN IN THE CENTER OF SAID ROAD; THENCE, NORTH 51-00 WEST 173.40 FEET TO AN IRON IN THE EASTERLY RIGHT OF WAY LINE OF P. AND N. RAILWAY; THENCE WITH THE AFORESAID RIGHT OF WAY LINE, NORTH 39-00 EAST 172.00 FEET TO AN IRON STAKE, A CORNER OF THE HOUSE TRACT; THENCE, SOUTH 51-00 EAST 141.12 FEET TO AN IRON STAKE IN THE WESTERLY RIGHT OF WAY LINE OF CLEARWATER LAKE ROAD; THENCE WITH THE WESTERLY RIGHT OF WAY LINE OF SAID ROAD, NORTH 37-28 EAST 90 FEET TO AN IRON STAKE THEREIN; THENCE, NORTH 51-00 WEST 138.71 FEET TO AN IRON STAKE IN THE EASTERLY RIGHT OF WAY LINE OF P. AND N. RAILWAY; THENCE WITH SAID RIGHT OF WAY LINE, NORTH 39-00 EAST 320.43 FEET TO THE POINT OF BEGINNING, AS SHOWN ON UNRECORDED PLAT MADE OF C. S. CARPENTER ESTATE BY F. C. RANKIN, R. S. DATED SEPTEMBER 2-14, 1960, DESIGNATED TRACT ONE, AND BEING SUBJECT TO THE RIGHT OF S. R. 2041.

TRACT 2: BEGINNING AT AN IRON STAKE IN THE WESTERLY RIGHT OF WAY LINE OF CLEARWATER LAKE ROAD, SITUATE 90 FEET SOUTH 37-28 WEST FROM AN IRON STAKE DIVISION LINE OF C. S. CARPENTER ESTATE PROPERTY (NOW OR FORMERLY) AND ANNIE CARPENTER (NOW OR FORMERLY) IN THE AFORESAID RIGHT OF WAY LINE AND RUNS THENCE FROM THE POINT OF BEGINNING, WITH THE WESTERLY RIGHT OF WAY LINE OF CLEARWATER LAKE ROAD, SOUTH 37-28 WEST 90 FEET TO AN IRON STAKE; THENCE, NORTH 51-00 WEST 141.12 FEET TO AN IRON STAKE IN THE EASTERLY RIGHT OF WAY LINE OF P. AND N. RAILWAY; THENCE WITH THE

AFORE SAID RIGHT OR WAY LINE, NORTH 39-00 EAST 89.97 FEET TO AN IRON STAKE THEREIN; THENCE, SOUTH 51-00 EAST 138.71 FEET TO THE POINT OF BEGINNING, AND BEING HOUSE TRACT, AS SHOWN IN TRACT ONE ON UNRECORDED PLAT MADE BY C. S. CARPENTER LANDS BY F.C. RANKIN, R. S. DATED SEPTEMBER 2-14 1960.

BEING THE IDENTICAL PROPERTY CONVEYED TO FLORENCE ELSIE CARPENTER BY DEED RECORDED BOOK 2661 AT PAGE 325 OF THE GASTON COUNTY PUBLIC REGISTRY.

The real property described above is conveyed subject to the following: All easements, covenants, conditions and restrictions of record; All legal highways; Zoning, building and other laws, ordinances and regulations; Real estate taxes and assessments not yet due and payable; Rights of tenants in possession.

TO HAVE AND TO HOLD unto the Grantee, in fee simple, the same together with all and singular the appurtenances thereunto belonging or in anywise appertaining, and all the estate, right, title interest, lien equity and claim whatsoever of the said grantor, either in law or equity, to the only proper use, benefit and behalf of the grantee forever.

The Grantor covenants with the Grantee that Grantor has done nothing to impair such title as Grantor received, and that Grantor will warrant and defend the title against the lawful claims of all persons claiming by, under or through Grantor, except for the exceptions herein stated.

The Grantor makes no representations or warranties, of any kind or nature whatsoever, other than those set out above, whether expressed, implied, implied by law, or otherwise, concerning the condition of the title of the property prior to the date the seller acquired title.

Said property having been previously acquired by Grantor by: **Book 4559, Page 2271**

City of Mount Holly
Mount Holly City Council Meeting
Monday, March 9, 2015
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 Perry Toomey	Jamie Guffey, Assistant City Manager
Councilman Jerry Bishop	Greg Beal, Planning Director
Councilwoman Carolyn Breyare	Ray Clemmer, Assistant Director of Utilities
Councilman J. Jason Gowen	Ryan Baker, Interim Fire Chief
Councilman Jim Hope	Don Roper, Chief of Police
Councilman David Moore	Dave Johnson, Utilities Director/City Engineer
Kemp Michael, City Attorney	Miles Braswell, Director of Streets and Solid Waste

Invocation

Doctor Kendall Cameron of 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, Councilwoman Breyare made a motion to approve the agenda as presented. Mayor Pro Tem Toomey seconded the motion. All Council Members present voted in favor. (Motion carried)

CONSENT AGENDA

1. Approval of Lien for Abatement of Dilapidated House at 225 Forney Avenue
2. Approval of a Resolution for Declaration of Surplus Property
3. Approval of Powell Bill – 2014-15 Budget Amendment
4. Approval of a Resolution to Adopt the Cleveland Gaston Lincoln Regional Hazard Mitigation Plan
5. Approval of a Bid Waiver for the Purchase of Fire Trucks
6. Call for a Public Hearing regarding a Text Amendment to Section 3.26.1 General Definitions of the Zoning Ordinance. Specifically, to add a definition for Use Prohibited
7. Call for a Public Hearing to amend the Subdivision Ordinance.
8. Approval of the minutes from the January Council Retreat
9. Approval of the minutes from the February 9, 2015 Council Meeting

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

PRESENTATIONS

1. Recognition of the Muscular Dystrophy Association

Councilwoman Breyare presented information regarding the Muscular Dystrophy Association. She introduced Brie Allen and asked for donations and support to the MDA and for Brie's team, Brie's Buddies at the annual MDA fundraiser at the Charlotte Motor Speedway on March 29th.

NEW BUSINESS

1. Consideration and Approval of the Lynnbrook Drive Stormwater Improvement Project
   Mr. Johnson advised that this project will address the complaints that have been a problem in the proposed area since 2012. He explained that the proposed project will replace 680 feet of storm pipes which are located mainly in the right of way. Mr. Johnson advised that Davis Grading came in with the low bid and they are located out of Shelby. The bid is $117,678 which includes and 10% contingency. Councilman Hope made a motion to approve the Lynnbrook Drive Stormwater Improvement Project bid at $117,678. Councilman Bishop seconded the motion. All Council Members voted in favor. (Motion Carried)

2. Consideration and Approval of Amendment s to the Backflow Ordinance
   Mr. Vaca presented the amendment to the Backflow Ordinance. He advised that the changes are mandated by the State of North Carolina and will allow the City to impose fines to those that are not in compliance. Therefore the changes will have to be passed to stay in accordance with the EPA. There was discussion regarding testing the backflow devices and the number of devices in the City. It was the consensus of the Council to add this to the Consent Agenda at the April meeting for approval after the final draft is reviewed by the City Attorney's office.

ADJOURN

With no additional items for discussion, Mayor Hough entertained a motion to adjourn. Councilman Bishop made the motion to adjourn the March 9, 2015 Council Meeting. Councilman Gowen seconded the motion. All Council members present voted in favor. (Motion carried)

The meeting adjourned at 7:18 p.m.

City of Mount Holly
Mount Holly City Council Work Session Meeting
Monday, March 23, 2015
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 Perry Toomey	Jamie Guffey, Assistant City Manager
Councilman Jerry Bishop	David Johnson, City Engineer/ Director of Utilities
Councilman Jim Hope	Ryan Baker, Fire Chief
Councilman David Moore	
Councilman J. Jason Gowen	Miles Braswell, Director of Streets and Solid Waste
Councilwoman Carolyn Breyare	Don Roper, Police Chief
Attorney Kemp Michael	Greg Beal, Director of Planning and Development

Invocation

Mayor Pro Tem Toomey led the Council, staff and attendees in prayer.

Set the Agenda

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

1. Approval of the ABC Commission Travel Policy
   Councilman Moore advised that the ABC Commission abides by the same Travel Policy as the City. Approval is a formality that is required at the State level. Councilwoman Breyare made a motion to approve the ABC Commission Travel Policy. Mayor Pro Tem Toomey seconded the motion. All Council Members voted in favor. (Motion carried)
2. Presentation on the Retention of Private Emails for Public Business
   Ms. Anders presented information regarding the retention of public and private emails for the purpose of public records. She updated the Council on the legal requirements and advised them that if there is any doubt use their city email address. Ms. Anders further advised that the City Clerk is the official keeper of records. Therefore any emails that concerns city business should be forwarded to the Clerk.
3. Discussion of the System Development Fee Waiver
   Ms. Anders advised that at the Council Retreat, there was discussion regarding additions to the System Development Fee policy. The first change deals with

"grandfathering" and the second an incentive program to help with the cost of the fees. Ms. Anders presented two separate resolutions that will provide additions to the policy. She explained that the first resolution would allow credit toward system development fees for a previously developed parcel that has been served with sewer service within the past five years. The Mayor and Council discussed the aspect that the five year time frame may be too short. It was the consensus of the Council to bring this resolution back for further discussion of a time limitation at the April work session meeting.

Ms. Anders explained that the second resolution deals with an incentive program that would help with economic development and attract new business. The Mayor and Council discussed appointing a committee made up of two staff members and three members from the community. This committee would evaluate on a case by case basis and could allow for a reduction in the amount owed for system development fees. Councilman Gowen made a motion to approve the System Development Fee Incentive Program resolution #032320154A. Councilman Moore seconded the motion. All Council Members voted in favor. (Motion carried)

4. Approval of Grant Application Process for a Thread Trail Grant

    Mr. Beal advised that it was recently announced that there is $66,000 in thread trail grant money available for Gaston County. He is requesting permission to apply for the grant. Mayor Pro Tem Toomey made a motion to approve the grant application process. Councilwoman Breyare seconded the motion. (Motion carried)

5. Discussion of Property Acquisition for the Nims Property

    Mr. Jackson reported that after further investigation on the proposed Nims property the property owner advised that there are no environmental concerns regarding the property. Councilman Bishop made a motion to move forward with the acceptance of the donation of the Nims property. Councilwoman Breyare seconded the motion. (Motion carried)

6. Adjourn

    With no additional items for discussion, Mayor Hough entertained a motion to adjourn. Councilman Moore made the motion to adjourn the March 23, 2015 Council Work Session Meeting. Councilman Bishop seconded the motion. All Council members present voted in favor. (Motion carried)

The meeting adjourned at 7:08 p.m.

PRESENTATIONS

City of Mount Holly
Action Agenda Item

To: City Council	**Date:** April 8, 2015
From: Danny Jackson, City Manager	**Meeting Date:** April 13, 2015

Agenda Item to be considered: ***Presentations #2 – Introduction of New City Employees***

Will this require a public hearing? ☐ YES ☒ NO

Background/Purpose of Request : ***As customary, new city employees are brought to a City Council Meeting to be introduced. On Monday night said employees will be in attendance.***

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: N/A

Result of City Council Decision:

Attachments:

City of Mount Holly
Action Agenda Item

To: City Council	**Date:** April 8, 2015
From: Danny Jackson, City Manager	**Meeting Date:** April 13, 2015

***Agenda Item to be considered:* Presentations #3 – Presentation of the "Alliance for Growth Project"**

Will this require a public hearing? ☐ **YES** ☒ **NO**

***Background/Purpose of Request :* If you will recall, the Greater Gaston Development Corporation (GGDC) has embarked upon a project named "Alliance for Growth" which involves an initiative for economic development for Gaston County as a whole. The new project was under the direction of Mr. Carroll Gray, Executive Director, whose mission was to set the framework for developing a plan to improve the economy in Gaston County. The framework has not been developed and there is now a need to implement the plan. Mr. Gray has now completed his task as outlined by the GGDC Board of Directors. The GGDC has now hired a new Executive Director, Mr. Mark Cramer, who I have mentioned to you all in a recent weekly update. Mr. Cramer will appear before the City Council to introduce himself and discuss the next steps with the "Alliance for Growth 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: N/A

Result of City Council Decision:

Attachments:

PUBLIC HEARINGS

City of Mount Holly
Action Agenda Item

To:	City Council	**Date:**	4-7-2015
From:	Jonathan Wilson	**Meeting Date:**	4-13-2015

Agenda Item to be considered:

Recommendation to approve a Text Amendment to Section 3.26.1 General Definitions specifically, adding a definition for Use, Prohibited.

Will this require a public hearing? ☒ **YES** ☐ **NO**

Background/Purpose of Request :

Planning Staff has recently become aware of certain situations were intrusive uses could be allowed within the City of Mount Holly because the Zoning Ordinance does not specifically provide a definition for Use, Prohibited. Staff would like to prohibit this possibility by adding a Use, Prohibited definition to the Zoning Ordinance.

The proposed Use, Prohibited definition is "Any use not specifically listed in the Table of Permitted and Special Uses, Article 6 of this Ordinance shall be prohibited."

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 made a unanimous recommendation to approve the addition of a definition for Use, Prohibited to Section 3.26.1 of the Zoning Ordinance. This recommendation is fully supported by Staff.

Result of City Council Decision:

____

Attachments:

1. **Section 3.26.1 of the Zoning Ordinance, specifically, page 3-26 and 3-27.**

City of Mount Holly
Action Agenda Item

To: City Council	**Date:** 4-8-2015
From: Jonathan Wilson	**Meeting Date:** 4-13-2015

Agenda Item to be considered:

Public Hearing to amend the Subdivision and Land Development Ordinance.

Will this require a public hearing? ☒ **YES** ☐ **NO**

Background/Purpose of Request :

Over the past several months Planning Staff has worked on several amendments to the Subdivision Ordinance to in an effort to make the Ordinance more "Developer Friendly" and establish a clear development process. Please see the attached table outlining the changes and reasoning for each change specific to its relative Section of the Subdivision and Land Development Ordinance.

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 made a unanimous recommendation to approve the proposed amendments to the Subdivision and Land Development Ordinance, which is fully supported by Staff.

Result of City Council Decision:

Attachments: Table of proposed changes.

This table highlights the proposed changes to the Subdivision and Land Development Ordinance (formally, the Subdivision Ordinance).

Article I: General Provisions	
Section 1.1: Title	Remains the Same.
Section 1.2: Authority	Remains the Same.
Section 1.3: Jurisdiction	Remains the Same.
Section 1.4: Purpose	Remains the Same.
Section 1.5: Subdivision Defined	Remains the Same.
Section 1.6: Compliance	Remains the Same.
Section 1.7: Planning & Development Department	The title of "Subdivision Administrator" will now be referred to as the Planning and Development Department. The role of the "Subdivision Administrator" will rotate between members of the Planning and Development Department and therefore, it will be beneficial for the Subdivider to contact their specific Project Coordinator.
Section 1.8: Coordination of Plans	Remove a sentence that allows for the Subdivision Administrator to relinquish standards found in this Ordinance. This provision allows too much authority for the "Subdivision Administrator" and all applicants should be held to the same standards. A process for Site Plan Approval will be added to this Ordinance. Currently, there are no identified processes or standards for Site Plan approval such as a standalone commercial establishment.
Section 1.9: Administrative Fee	Remains the Same.
Section 1.10: General Definitions	A definition for "Applicant" will be added Remove definitions for specific street classifications as these are found in Article III
Article II: Subdivision and Site Plan Review Procedure	
Section 2.1: Approval Levels	Remove the process for "Preliminary Plan" and replace said process with a "Construction Plan" process. During Staff reviews of the Ordinance it has been determined that the Preliminary Plan process is no longer necessary with the Conditional District Zoning process in place. Staff has seen that a majority of new development projects will go through the Conditional District Zoning process and as a result of this the Planning Commission and City Council will approve the development Site Specific Plan during this process. Add Site Plan approvals as a process governed by the Subdivision and Land Development Ordinance.
Section 2.2:	Change the requirement for a "Major Subdivision" from more than 10 acres

Subdivision Types	to more than 5 acres. By changing this requirement Staff, Planning Commission and Council would now review subdivisions that involve more than 5 acres.
Section 2.3: Approval Authority	Allow Staff to review and approve or deny Sketch Plans as these are typically illustrative in nature and do not provide much detail regarding the overall development Remove the Preliminary Plan process and replace said process with the Construction Plan process. This process would also be approved or denied by Staff. Site Plans would also now be required as a part of the Construction Plan process and approved by Staff. Staff believes that a majority of new development projects will involve a Conditional District Zoning approval which will be reviewed by the Planning Commission and City Council prior to Construction Plan and/or Site Plan submittal at which time Planning Commission and Council input would be given. Furthermore, Staff believes that a Construction Plan and/or Site Plan that does not involve Conditional District Zoning would not need review by the Planning Commission and City Council because the projects will be built to the standards already in place in the Zoning Ordinance and Subdivision and Land Development Ordinance. The Planning Commission and City Council will still review, approve or deny Final Plats for Major Subdivisions as is currently required by the Subdivision Ordinance.
Section 2.4: Plan and Plat Requirements	Remains the Same.
Section 2.5: Plan and Plat Submittal and Review Periods	Sketch Plans will now be reviewed by Staff and then the project would move forward through the Conditional District Zoning process or through the Site Plan and Construction Plan process. Specific Site Plan process is now identified and required as there is currently not one. The process that is identified in the ordinance is synonymous with the current process. Remove the Preliminary Plan process and replacing it with the Construction Plan process. The Construction Plan will detail the subdivision layout including streets, water & sewer lines, and storm drainage. The Final Plat process is remaining the same and will be reviewed by the Planning Commission and City Council. Specific review time frames are also added so that the Subdivider and/or Applicant will know at the beginning of the process what to expect as far as time frames for each submittal reviews.
Section 2.6: Appeals	Remains the Same.
Section 2.7:	Identifies when the Subdivider and/or Applicant can proceed from one

Effects of Approvals - Prerequisites	submittal to the next and what each approval will allow the Subdivider and/or Applicant to do. Also, require that the Subdivider and/or Applicant contact the Streets Department to set up Material Testing & Inspections and lets the Subdivider and/or Applicant know that they will be responsible for payment of such testing and inspections. This will only be a requirement if the Subdivider and/or Applicant is installing Public Infrastructure.
Article III: Subdivision Design Standards; Reservation and Dedications; Required Improvements	
Section 3.1: General	Adding the standard of conforming with the with the current Gaston-Cleveland-Lincoln MPO Standards as the MPO is no longer publishing a Thoroughfare Plan.
Section 3.2: Names	Remains the Same.
Section 3.3: Blocks	Remains the Same.
Section 3.4: Lots	Removing the standard that "configuration of lots in Subdivisions designed for non-residential purposes may be omitted on the Final Plat". Staff believes that the developer should identify all newly created lots on the Final Plat no matter what their intent of such lot may be. Changing "Mount Holly Flood Damage Prevention" to "Article 16 of the Mount Holly Zoning Ordinance: Floodplain Management".
Section 3.5: Streets and Street Improvements	#1) "Conformance with Land Development Guidelines" Requiring that this Section be in conformance with the Mount Holly Land Development Guidelines. #2) "Street Classification" Addition of Street Classifications which were removed from Section 1.10 General Definitions (Thoroughfare Streets, Commercial Streets, Collector Streets, Residential Streets, Private Streets). #4) "Access to Adjoining Property" Requiring that "stub out streets" shall be built to the property line for future access to adjoining property and that temporary turnarounds are required for stub out streets over 200 feet long. #6) "Intersections" Requiring that streets shall intersect at 90 degrees unless approved by the City. #7) "Cul-de-sacs" Clarifying that permanent dead end streets should not exceed 800 feet in length for compatibility with Land Development Guidelines. #11) "Street Design Criteria" Adding a sentence that will require private streets to be designed and constructed in accordance with the latest adopted Land Development Guidelines. #13) "City Street and Thoroughfare Plans" Adding a sub-section that will

	require developments construct roadway improvements along their property to conform with future City of State transportation improvements identified which have been designated as such on the official Thoroughfare Plan, Comprehensive Transportation Plan and/or any other official State or Regional Plan adopted by the City of Mount Holly.
Section 3.6: Drinking Water Improvements	Remains the Same.
Section 3.7: Sanitary Sewer Improvements	Remains the Same.
Section 3.8: Oversized Water and Sewer Facilities	Remains the Same.
Section 3.9: Storm Drainage Improvements	Removing the general standards and requirements of this Section in the ordinance and referring to the Land Development Guidelines for all standards and requirements. Requiring that storm water management plans, storm drainage system plans and best management practices design plans shall be submitted as a part of the Construction Plans.
Section 3.10: Sidewalk Improvements	Re-wording number 3 to state: "In any case where a Subdivision creates a new public street, the Subdivider shall construct five (5) foot wide sidewalks on each side of the street and around cul-de-sacs. Handicap ramps are required wherever sidewalks intersect curb and gutter."
Section 3.11: Easements	Adding requirements for Storm Drainage Easements Clarify that all storm drainage improvements be in conformance with the Land Development Guidelines instead of Section 3.9 of this ordinance.
Section 3.12: Neighborhood Recreation Sites	Remains the Same.
Section 3.13: Street Name Signs	Adding that the subdivider must obtain approval of street names from the Planning & Development Department.
Section 3.14: Traffic Control Signs and Markings	Remains the Same.
Section 3.15: Street Lights	Remains the Same.
Section 3.16: Monuments	Remains the Same.
Section 3.17: Subdivision Entrance Signs and Landscape Medians	Remains the Same.
Section 3.18: Phasing & Lot	Adding "Lot Numbering" to this section which requires that lot numbering shall be sequential throughout the entire development with no repeated lot

Numbering	numbers in subsequent phases. Requiring that if the development requires roadway improvements (widening of existing roads or turn lanes) such improvements must be completed during the first phase of the development and no CO shall be issued until such improvements are complete.
Section 3.19: Tree Ordinance	Adding that the type of tree chosen shall be a tree that is recommended by the Urban Forestry Administration's Recommended Street Tree List, latest available version. Adding that a "Tree Save Credit" may be obtained. This could be achieved by opting to "save" existing mature trees in the front and rear yard of each lot. A "mature tree" is one that is at least 12 inches in diameter a maximum of three feet above grade and an arborist must certify that each of the "saved" trees are in good health and will not be compromised by the development of the site. Requiring that the developer shall submit a landscape plan as a part of the Construction Plan.
Section 3.20: Mainbox Clusters	Adding a section to comply with the new United States Postal Service regulations and standards for Centralized Delivery/Cluster Box Units.
Article IV: Guarantee of Required Improvements; Warranty Against Defects	
Section 4.1: Financial Guarantee in Lieu of Immediate Installation for Approval	Removing the option of accepting "Cash" as a form of Security due to the fact that the City must show this as a liability. Adding that the irrevocable letter of credit shall be in the form of an "evergreen" or "automatic renewal" letter of credit to conform to the Land Development Guidelines.
Section 4.2: Duration of Financial Guarantees	Removing this section as it no longer applies due to the addition of the "evergreen" or "automatic renewal" letter of credit.
Section 4.3: Default	Remains the Same.
Section 4.4: Release of Guarantee Security	Removing the ability of City Council to release a portion or all of any security posted as the improvements are completed and approved by the City and allowing that the subdivider may request a reduction to 30% of the total amount deposited only after 80% of the homesites are developed and may reissue the "evergreen" letter of credit upon approval by City Council. Adding that City Council may release any remaining portion of all or any security posted as the improvements are completed and approved by the City so long as an engineer certified "as-built" drawings are submitted.
Section 4.5: Warranty Against Defects	Adding a reference to Section 4.1.1 (c) "evergreen" or "automatic renewal" letter of credit requirement.
Article V: Legal Provisions	
Section 5.1: Interpretation, Purpose,	Remains the Same.

Conflict	
Section 5.2: Repeal and Reenactment of Existing Subdivision Ordinance	Remains the Same.
Section 5.3: Effect Upon Outstanding Construction Plans	Replacing the title of "Preliminary Plat" with "Construction Plan"
Section 5.4: Effect Upon New Territory Added to Jurisdiction	Remains the Same.
Section 5.5: Modifications	Removing "Flood Damage Prevention Ordinance" and replacing with "Floodplain Management Ordinance" reference.
Section 5.6: Amendment	Remains the Same.
Section 5.7: No Liability	Remains the Same.
Section 5.8: Violations; Penalty	Remains the Same.
Section 5.9: Validity	Remains the Same.
Section 5.10: Effective Date	The Effective Date will be replaced with the new Adopted date which will hopefully be April 13^{th}, 2015.

OLD BUSINESS

NEW BUSINESS

OTHER BUSINESS

REPORTS

Mount Holly Parks & Recreation

Monthly Report

Sole Patrol- The Sole Patrol met 22 days during the month of March. The total attendance was 1012, with 77 different members attending. They met for an Easter luncheon, monthly birthday party, and other activities.

Fitness Center- The Fitness Center was open 26 days during the month of March. The total attendance was 225 with 39 different members attending. Of those 39, 23 were seniors, 12 were paying residents, and 4 were city employees.

Athletics- Spring practices started in baseball, soccer, and girls' volleyball. Their games will begin the week of April 13th, with most games being done by the end of May.

Free-play basketball and game room is held at the Old Gym on Monday, Wednesday, and Friday from 230-530pm, we have been averaging about 40 children per session.

Rentals & Special Events- The Tuckaseege Community Center was rented out one time, while the park shelters at Tuckaseege and River Street were rented out 12 times. The estimated attendance for these rentals is 420 people.

News & Notes- Parks & Recreation Commission will meet on Tuesday April 21 at 630pm.

Movies in the Park returns to Tuckaseege Park on Friday May 1. We will be showing the movie Big Hero 6. Pre-movie activities begin at 7pm, while the movie begins at dusk. Movies will also be held at Tuckaseege Park on Saturday June 6 and Saturday August 22.

Incident Disposition Totals by Offense

MOUNT HOLLY POLICE

(03/01/2015 - 03/31/2015)

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.:
0410 - Aggravated Assault	1	0	0	0	2	0	0	0	4	4	1
0510 - Burglary - Forcible Entry	0	0	0	0	0	0	0	0	4	4	4
0520 - Burglary - Non-Forced Entry	0	0	0	0	1	0	0	0	5	5	3
0640 - Larceny - From Motor Vehicle	0	0	0	0	0	0	0	0	1	1	1
0650 - Larceny - Auto Parts & Accessories	0	0	0	0	0	0	0	0	1	1	1
0660 - Larceny - From Buildings	0	0	0	0	0	0	0	0	1	1	1
0690 - Larceny - All Other Larceny	0	0	0	0	1	0	0	1	10	9	6
0810 - Simple Physical Assault	7	0	0	0	1	0	0	1	9	8	0
0820 - Simple Non-Physical Assault	0	0	0	0	1	0	0	0	1	1	0
1120 - Fraud - Obtaining Money/Property by False Pretense	0	0	0	0	0	0	0	0	1	1	0
1150 - Fraud - Credit Card/Automated Teller Machine	0	0	0	0	0	0	0	0	3	3	2
1190 - Fraud - All Other Fraud	0	0	0	0	0	0	0	0	1	1	0
1400 - Criminal Damage to Property (Vandalism)	2	0	0	0	2	0	0	1	15	14	4
1810 - Drug Violations	16	0	0	0	0	0	0	0	17	17	1
1834 - Drug Violations - Equipment/Paraphernalia - Possessing/Concealing	7	0	0	0	0	0	0	0	7	7	0
1890 - Drug Violations - All Other Drug Violations	4	0	0	0	0	0	0	0	4	4	0
2100 - DWI - Alcohol and/or Drugs	2	0	0	0	0	0	0	0	2	2	0
2640 - Contempt of Court, Perjury, Court Violations	2	0	0	0	0	0	0	0	2	2	0
2650 - Escape From Custody or Resist Arrest	2	0	0	0	0	0	0	0	2	2	0
2670 - Trespassing	0	0	0	0	0	0	0	0	1	1	1
2690 - All Other Offenses	7	0	0	0	1	0	0	0	8	8	0

Incident Disposition Totals by Offense

MOUNT HOLLY POLICE

(03/01/2015 - 03/31/2015)

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.:
4010 - All Traffic (except DWI)	15	0	0	0	1	0	0	1	19	18	2
8010 - Missing Persons	0	0	0	0	0	0	1	0	3	3	2
8011 - Runaway	0	0	0	0	0	0	0	1	1	0	0
9910 - Calls for Service	0	0	0	0	0	0	0	3	7	4	2
Totals:	**65**	**0**	**0**	**0**	**10**	**0**	**1**	**8**	**129**	**121**	**31**

Arrest Status/Disposition Totals by Offense

MOUNT HOLLY POLICE

(03/01/2015 - 03/31/2015)

Offense:	Further Invest.:	Inactive:	Closed/ Cleared:	Arrest/No Supp.:	Arrest/No Invest.:	Felony:	Misd.:	Juvenile:	Adult:	Offense:
0110 - Murder & Non-Negligent Manslaughter	0	0	1	1	0	1	0	0	1	1
0410 - Aggravated Assault	0	0	1	1	0	0	1	0	1	1
0510 - Burglary - Forcible Entry	0	0	1	1	0	0	1	0	1	1
0690 - Larceny - All Other Larceny	0	0	2	1	1	1	1	0	2	2
0810 - Simple Physical Assault	0	0	6	6	0	0	6	0	6	6
1120 - Fraud - Obtaining Money/Property by False Pretense	0	0	2	1	1	2	0	0	2	2
1150 - Fraud - Credit Card/Automated Teller Machine	0	0	2	2	0	1	1	0	2	2
1190 - Fraud - All Other Fraud	0	0	1	1	0	1	0	0	1	1
1330 - Possessing/Concealing Stolen Property	0	0	2	2	0	1	1	0	2	2
1400 - Criminal Damage to Property (Vandalism)	0	0	2	2	0	0	2	0	2	2
1810 - Drug Violations	0	0	14	13	1	6	8	0	14	14
1834 - Drug Violations - Equipment/Paraphernalia - Possessing/Concealing	0	0	6	6	0	0	6	0	6	6
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	2	2	0	0	2	0	2	2
2640 - Contempt of Court, Perjury, Court Violations	0	0	8	3	5	0	8	0	8	8
2650 - Escape From Custody or Resist Arrest	0	0	2	2	0	0	2	0	2	2
2670 - Trespassing	0	0	1	1	0	0	1	0	1	1
2690 - All Other Offenses	0	0	6	4	2	1	5	0	6	6
4010 - All Traffic (except DWI)	0	0	16	15	1	0	16	0	16	16
Totals:	**0**	**0**	**76**	**65**	**11**	**14**	**62**	**0**	**76**	**76**

Citation Totals by Charge

MOUNT HOLLY POLICE

(03/01/2015 - 03/31/2015)

Charge:	Number of Charges:
Speeding (Misdemeanor)	8
Speeding (Infraction)	25
Seat Belt	12
Passenger Seat Belt - Juvenile	1
DWI	4
No Operator License	7
Driving While License Revoked	8
Expired Registration	14
Inspection	14
Failure To Stop (Stop Sign/Flashing Red Light)	8
Running Red Light	3
No Insurance	3
Failure To Reduce Speed	5
Other (Misdemeanor)	19
Other (Infraction)	4
Other (2nd Charge - Misdemeanor)	37
Other (2nd Charge - Infraction)	9
Total:	**181**

Mt Holly PD

400 E CENTRAL AV MT HOLLY , NC 28120

CFS By Department - Select Department By Date

For MOUNT HOLLY POLICE 3/1/2015 - 3/30/2015

MOUNT HOLLY POLICE	Count Per Type	Type Percent for Dept
ALARM B	27	2.13%
ALARM R	30	2.37%
ANIMAL COMPLAINT	3	0.24%
ASSAULT AL OCC	3	0.24%
ASSAULT IN PROG	2	0.16%
ASSIST CITY DEPARTMENT	1	0.08%
ASSIST FD/EMS	8	0.63%
ASSIST LE AGENCY	20	1.58%
ASSIST OTHER	18	1.42%
ATTEMPTED B & E	6	0.47%
B & E BUSINESS AL OCC	1	0.08%
B & E RES AL OCC	6	0.47%
B & E RES IN PROG	2	0.16%
B & E TO VEHICLE ALR OCC	4	0.32%
B & E VEHICLE IN PROGRESS	1	0.08%
BANK ESCORT	8	0.63%
CHECK ROADWAY	9	0.71%
CHECK THE WELFARE	18	1.42%
CHILD ABUSE AL OCC	1	0.08%
CHILD CUSTODY	1	0.08%
CIVIL DISPUTE	15	1.18%
COMMUNICATING THREATS	7	0.55%
COURT	8	0.63%
DAMAGE TO PROPERTY	8	0.63%
DEATH INV UNATTENDED	2	0.16%
DIRECT TRAFFIC	1	0.08%
DISCHARGE FIREARM	3	0.24%
DISTURBANCE NATURE UNK	1	0.08%
DOMESTIC ARGUMENT	7	0.55%
DOMESTIC ASSAULT	5	0.39%
DOMESTIC ESCORT	1	0.08%
DRUGS	4	0.32%
FIGHT MULTIPLE SUBJ	7	0.55%
FOLLOW UP INVESTIGATION	32	2.52%
FOOT PATROL	8	0.63%
FOUND PROPERTY	5	0.39%
FRAUD	6	0.47%
FUNERAL ESCORT	9	0.71%
HANGUP 911	6	0.47%
HARRASSMENT	2	0.16%
HIT & RUN PD	3	0.24%
IDENTITY THEFT	3	0.24%
ILLEGAL DUMPING	2	0.16%

MOUNT HOLLY POLICE	Count Per Type	Type Percent for Dept
INFORMATION ONLY	55	4.34%
INTOXICATED DRIVER	7	0.55%
INTOXICATED PEDESTRIAN	1	0.08%
JUVENILE	11	0.87%
K9 DEPLOYMENT	3	0.24%
LARCENY AL OCC	10	0.79%
LARCENY FROM VEHICLE	1	0.08%
LARCENY IN PROG	1	0.08%
LICENSE CHECK	3	0.24%
LOST PROPERTY	1	0.08%
MISC CALL	2	0.16%
MISSING PERSON ADULT	1	0.08%
MISSING PERSON JUVENILE	6	0.47%
MV COLLISION PD	22	1.74%
MV COLLISION PI	8	0.63%
NOISE VIOLATION	13	1.03%
OBTAINING WARRANT	2	0.16%
PARKING VIOL	8	0.63%
PERSONAL ESCORT	13	1.03%
PICK UP PROPERTY	1	0.08%
PROWLER	3	0.24%
PUBLIC NUISANCE BIKES/SKATEBOARDS/ATV/DIRT BIKES	1	0.08%
ROAD RAGE	1	0.08%
SCHOOL RES OFFICER	49	3.86%
SCHOOL TRAFFIC	3	0.24%
SEARCH WARRANT	3	0.24%
SERVE WARRANT	27	2.13%
SHOOTING IN DWELLING	1	0.08%
SOLICITATION	1	0.08%
SPECIAL ASSIGNMENT	53	4.18%
SPECIAL CHECK	277	21.85%
STOLEN VEH IN PROGRESS	1	0.08%
STOLEN VEHICLE AL OCC	2	0.16%
STRANDED MOTORIST	17	1.34%
SUBJECT WITH A GUN/WEAPON	3	0.24%
SUSPICIOUS PERSON	32	2.52%
SUSPICIOUS VEH OCCUP	44	3.47%
SUSPICIOUS VEH UNOCCUP	33	2.60%
TRAFFIC OTHER	15	1.18%
TRAFFIC STOP	199	15.69%
TRESPASS	6	0.47%
UNAUTHORIZED USE OF CONVEYANCE	2	0.16%
VANDALISM AL OCC	2	0.16%
VERBAL ARGUMENT	10	0.79%
Total Records For MOUNT HOLLY POLICE	**1268**	Dept Calls/Total Calls **100.00%**
Total Records	**1268**	

PUBLIC WORKS REPORT

FEBRUARY	2015	2014	2013
Water			
Daily Average (mgd)	2.438	2.479	2.333
Daily Maximum (mgd)	3.507	3.200	2.900
Daily Minimum (mgd)	1.490	2.000	2.030
Monthly Total (mg)	68.262	69.420	65.320
Customers			
Inside City Limits	5631	5472	5360
Outside City Limits	494	487	488
TOTAL	6125	5959	5848
Wastewater			
Daily Average (mgd)	2.082	2.331	2.055
Daily Maximum (mgd)	2.658	3.326	3.220
Daily Minimum (mgd)	1.060	0.990	1.086
Monthly Total Flow (mg)	58.301	65.264	57.544
American & Efird Total Flow (mg)	14.260	16.291	13.395
Customers			
Inside City Limits	5254	5115	5030
Outside City Limits	59	57	52
TOTAL	5313	5172	5082
Sanitation			
Number of Customers			
Residential	4903	4744	4716
Commercial / Industrial	148	147	141
Recycling	4997	4832	4668
Garbage Collected (tons)	288.06	327.89	283.21
General Yardwaste (tons)	24.10	21.42	27.46
Chipping (tons)	0.00	0.00	0.00
Leaves (tons)	0.00	0.00	0.00
Total Yardwaste (tons)	24.10	21.42	27.46
White Goods (tons)	0.00	0.00	0.00
Recycling (tons)	75.52	51.20	58.66