



April 11, 2016 Council Meeting

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

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



**April 11, 2016
7:00 P.M.**

CALL TO ORDER BY THE MAYOR

INVOCATION

Reverend Joe Mullins from Chapel Baptist Church

PLEDGE OF ALLEGIANCE

Boy Scout Troop 59

SET THE AGENDA

CONSENT AGENDA

1. Approval of a Proclamation for Telecommunicator Week
2. Release of Letter of Credit for Westland Farms Map 1 and Map 2
3. Approval of Budget Amendment for Buxton Company Contract
4. Approval of Amendment to the minutes of the February 8, 2016 Council Meeting
5. Approval of the minutes of the March 14, 2016 Council Meeting

PRESENTATIONS

1. Recognition of Andy Godfrey upon his Retirement for 37 years of Service.
2. Invitation to Firefighters Appreciation Event

*Mayor Bryan Hough
Shannon Gowen*

PUBLIC HEARING

PUBLIC COMMENT – Three (3) Minute Limit

OLD BUSINESS

1. Approval of Fee for the Architectural Firm for the North Fire Station and Public Works Facility

NEW BUSINESS

1. Award Bid for the Sewer Line Extension to the North Fire Station
2. Award Project to Most-Qualified Firm for the Strategic Vision Plan Update

*Dave Johnson
Greg Beal*

OTHER BUSINESS

CLOSED SESSION

ADJOURN

CONSENT AGENDA



City of Mount Holly Action Agenda Item

To: City Council From: Chief Roper	Date: 4-5-16 Meeting Date: 4-11-16
Agenda Item to be considered: Recognition of MHPD Telecommunicators as part of National Tell communicator's week April 10-16.	
Will this require a public hearing? ☐ YES ☒ NO	
Background/Purpose of Request: April 10 through 16 is designated as National Telecommunicator week. A proclamation will recognize Telecommunicators of the Mount Holly Police Department: Tammy Earney, Beth Howard, Stephanie Howell, Kristen Mims, and Juli Rush. We will have several of our employees present, and ask that they be recognized by the Mayor and Council.	
Fiscal Impact:	
Will Item affect current budget	☐ YES ☐ NO x N/A
Reviewed by Finance Director	☐ YES ☐ NO x N/A
Preaudit Certification required	☐ YES ☐ NO x N/A
Capital Project Ordinance required	☐ YES ☐ NO x N/A
Budget Transfer required	☐ YES ☐ NO x N/A
Total City Dollars:	
Budget Code	
Reviewed by City Attorney	☐ YES ☐ NO x N/A
Manager/Staff Recommendation:	
Result of City Council Decision: _____	
Attachments: Proclamation	

Proclamation for

National Telecommunicators Week

April 10-16, 2016

WHEREAS, emergencies can occur at any moment, requiring police, fire, and emergency medical services; and

WHEREAS, when an emergency occurs the prompt response of public safety personnel is critical to the protection of life and the preservation of property; and

WHEREAS, the safety of public safety personnel is dependent upon the quality and accuracy of information obtained from citizens who contact the Mount Holly Police Department, and public safety telecommunicators are the primary contact that our citizens have with our Department; and

WHEREAS, public safety telecommunicators of the Mount Holly Police Department have contributed substantially to the apprehension of criminals, suppression of fires, and the treatment of patients; and

WHEREAS, each telecommunicator of the Mount Holly Police Department: Tammy Earney, Beth Howard, Stephanie Howell, Kristen Mims, and Juli Rush; has exhibited compassion, understanding, and professionalism during the performance of their job in the past year;

NOW THEREFORE BE IT PROCLAIMED that I, Mayor Bryan M. Hough, on behalf of the City of Mount Holly and the Mount Holly City Council, proclaim that the week of April 10 through April 16, 2016, to be National Public Safety Telecommunicators Week in honor of the men and women whose diligence and professionalism keep this City and its citizens safe on this, the 11th day of April, 2016.

SIGNED:

Bryan Hough, Mayor

Attest:

Amy Miller, City Clerk



City of Mount Holly Action Agenda Item

To: Mayor and City Council

Date: April 1, 2016

From: David E. Johnson, PE

Meeting Date: April 11, 2016

Agenda Item to be considered:

Release of the Security posted for Westland Farms Map 1 and Westland Farms Map 2 The roads and ROW infrastructure within these two phases of Westland Farms were accepted for City ownership and maintenance on November 9, 2009

Will this require a public hearing?

☐ YES

☒ NO

Background/Purpose of Request :

Map 1 letter of credit of \$29,250 was posted by Faison-Westland Farm, LLC. The infrastructure and homes have been completed for this phase. The right-of-way infrastructure was accepted for City maintenance in 2009.

Map 2 security was posted with a cash deposit of \$17,856 by Mattamy Homes Carolina CCorp. The infrastructure and homes have been completed for this phase. The right-of-way infrastructure was accepted for City maintenance in 2009.

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: Recommend release of the Letter of Credit to Faison and the cash security to Mattamy Homes

Result of City Council Decision:

Attachments: None



City of Mount Holly Action Agenda Item

To: City Council From: Greg Beal, Planning Director	Date: April 7, 2016 Meeting Date: April 11, 2016
Agenda Item to be considered: <u>Approval of Budget Amendment for Buxton Company Contract.</u>	
Will this require a public hearing? ☐ YES ☒ NO	
Background/Purpose of Request: <u>The City of Mount Holly is committed to paying for Year 2 of the contract from Buxton Company in the amount of \$50,000. The first step is for Council to approve a budget amendment to allocate monies from fund balance to Planning Contract Services. Council followed this same procedure in Year 1 or fiscal year 2014-15 as well. I will expand on the Buxton project in your weekly update, but we have been working to address all of Council's concerns from the Buxton presentation at the Council work session on February 22nd. Buxton has agreed to extend the Year 2 annual contract from the date of payment, expected within the next two weeks, and not the contract date of January 5th, which we had found unfair. Buxton officials are flying in from Texas on Wednesday, April 13th to meet with City Manager Jackson and I to address the concerns from the February meeting, in which their sales team presented to the Mayor and Council.</u>	
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:	\$ 50,000
Budget Code	10-40-4910-199
Reviewed by City Attorney	☐ YES ☐ NO ☒ N/A
Manager/Staff Recommendation: <u>Staff recommends approval of this Budget Amendment.</u>	
Result of City Council Decision: _____	
Attachments: _____	

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

Call to Order

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

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

Invocation

Reverend Charles McCorkle, Pastor of Wesley Chapel Holiness 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

Mayor Hough added the following items to the February agenda:

Consent Agenda

#9 Approval of an amendment to Agency Agreement with Century 21

#10 Approval of a Resolution Amending Section 14-23 Currently Entitled "*Concealed Handguns on Municipal Property Prohibited*" The Amendment will prohibit the possession of a weapon on municipal property (Resolution #20816A)

#11 Approval of a Resolution Amending Section 21-14 "*Firearms*" The Amendment will prohibit open carry and allow concealed carry with a permit in parks and greenways (Resolution #20816B)

Old Business

#1 Discussion of Traffic on North Main Street

With no additional changes to the agenda Councilwoman Breyare made a motion to approve the agenda as amended. Mayor Pro Tem Moore seconded the motion. All Council Members voted in favor. (Motion carried)

CONSENT AGENDA

1. Approval of Lien for Weeds and Grass (920 Noles Drive)
2. Call for Public Hearing of Rezoning on Rose Street
3. Approval of the Contract with McGill and Associates for the Parks and Recreation Feasibility Study
4. Approval of Budget Amendment (Parks and Recreation and Utilities)
5. Approval of an Amendment to the Fee Schedule to the Fire Suppression
6. Approval of a Resolution to Approve Advertising for the 2014 Outstanding Taxes
7. Approval of the minutes of the January 11, 2016 Council Meeting
8. Approval of the minutes of the January 25, 2016 Work Session Meeting
9. Approval of an amendment to Agency Agreement with Century 21

10. Approval of a Resolution Amending Section 14-23 Currently Entitled "Concealed Handguns on Municipal Property Prohibited" The Amendment will prohibit the possession of a weapon on municipal property (Resolution #20816A)
11. Approval of a Resolution Amending Section 21-14 "Firearms" The Amendment will prohibit open carry and allow concealed carry with a permit in parks and greenways (Resolution #20816B)
Councilman Bishop made a motion to approve the consent agenda. Councilman Meadows seconded the motion. All Council Members present voted in favor. (Motion carried)

PRESENTATIONS

1. Special Recognition

Mayor Hough and the City Council had the privilege of presenting Mr. Walter Sloop with the Order of the Long Leaf Pine. The Order of the Long Leaf Pine is one of the highest honors awarded to a North Carolina citizen. Mr. Sloop thanked Greg Ratchford for the nomination. He was very honored to receive the award.

2. A Resolution Honoring Ron Ensley Upon His Retirement from American and Efrid

The Mayor and City Council presented Mr. Ensley with a resolution honoring him upon his retirement from American and Efrid.

3. A Resolution Honoring Rick Connell for his Years of Service with the Boy Scouts

The Mayor and City Council presented Mr. Connell with a resolution honoring his years of service as the Boy Scout Troop 59 leader. Mr. Connell recently stepped down from his position after many years of outstanding service.

4. Presentation from the Mount Holly Historical Society regarding a 100 Years Flood Commemoration

Marie Anders and Mary Smith came before the City Council to present the idea of a Historical Society event commemorating the great flood of 1916. They are requesting street closure on South Main Street, Food Trucks and a Kids Zone. The Historical Society will also unveil their first temporary exhibit. Mr. Jackson advised that the City Staff will be working in conjunction with the Historical Society on this event.

5.

PUBLIC HEARING

1. Public Hearing for a Conditional District Rezoning of Phase 4 in Dutchman's Ridge

Mr. DuPont advised that the property owner is wishing to add 7 lots to the original plan. In order for the developer to obtain the additional lots he is requesting smaller lot sizes. The request came before the Planning Commission and they recommend denying the request. However the developer was not available to attend the meeting tonight and has requested the decision be deferred until the next meeting so he will have the opportunity to speak to the item. Councilman Toomey made a motion to enter into the public hearing. Mayor Pro Tem Moore seconded the motion. All Council Members voted in favor.

Mark Beckner

437 Augustus Lane

Mount Holly, NC 28120

Mr. Beckner came before the Council and advised that he wanted to make sure the proposed rezoning includes the maximum amenities for the community and the least amount of black top.

With no one else signed up to speak, Councilwoman Breyare made a motion to close the public hearing. Mayor Pro Tem Moore seconded the motion. All Council Members voted in favor.

Councilman Bishop made a motion to deny the request for a Conditional District Rezoning of Phase 4 in Dutchman's Ridge. Councilman Meadows seconded the motion. All Council Members voted in favor. (Motion carried)

2. Public Hearing on Establishing a Goal for HUB Participation and Approval of Goal and Outreach Plan

Ms. Anders advised that the public hearing establishing a goal for HUB Participation and Approval of Goal and Outreach Plan is required by NC General Statutes. Mayor Pro Tem Moore made a motion to enter into the public hearing. Councilman Toomey seconded the motion. All Council Members voted in favor. With no one else signed up to speak, Councilman Bishop made a motion to close the public hearing. Councilwoman Breyare seconded the motion. All Council Members voted in favor.

Councilman Bishop made a motion to adopt a Resolution (#20816C) Establishing a Goal for HUB Participation and Approval of Goal and Outreach Plan. Mayor Pro Tem Moore seconded the motion. All Council Members voted in favor. (Motion carried)

PUBLIC COMMENT – Three (3) Minute Limit

Scott Lilly

420 North Main Street

Mount Holly, NC 28120

Mr. Lilly's statement is attached

OLD BUSINESS

1. Discussion of Truck Traffic on North Main Street

Council discussed the issue of rerouting truck on North Main Street. Councilman Hope made a motion not to support rerouting truck traffic on North Main. Councilman Bishop seconded the motion. All Council Members voted in favor. (Motion carried)

NEW BUSINESS

1. Consideration and Approval of the Grant Application Process for the 2016 NCDENR Community Waste Reduction and Recycling Grant
2. Mr. Jusko came before the Council requesting permission to apply for the NCDENR Community Waste Reduction Grant. He advised that the grant is a 50/50 grant that would assist in the funding of combination trash/recycling receptacles at city park locations. Councilman Toomey made a motion to approve the grant application process for the 2016 NCDENR Community Waste Reduction and Recycling Grant. Councilman Bishop seconded the motion. All Council Members voted in favor. (Motion carried)
3. Notice of Annexation Petition

Mr. DuPont advised that the City has been approached with an annexation petition for a 78.17 acre tract of land located on Highway 27. The proposed request is non-contiguous, therefore would be a satellite annexation. There was consensus among the Council that there is not interest in annexing the property.

ADJOURN

With no additional items for discussion, Mayor Hough entertained a motion to adjourn. Councilman Bishop made the motion to adjourn the February 8, 2016 Council Meeting. Mayor Pro Tem Moore seconded the motion. All Council members present voted in favor. (Motion carried)

The meeting adjourned at 7:58 p.m.

**City of Mount Holly
Mount Holly City Council Meeting
Monday, March 14, 2016
Council Chambers
7:00 pm**

Call to Order

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

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

Invocation

Reverend Kendall Cameron, Pastor of the Mount Holly First Baptist Church gave the invocation.

Pledge of Allegiance

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

Set the Agenda

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

CONSENT AGENDA

1. Approval of the MOU between the City and the Mount Holly Athletic Association
2. Approval of the 2016-2017 Budget Calendar
3. Approval of the ABC Board Travel Policy
4. Approval of 2016 Audit Contract
5. Approval of the City of Mount Holly 2016 Special Events
6. Approval of a Budget Amendment to transfer funds from the Federal Asset Forfeiture Account to the Police Department Budget to purchase equipment
7. Call for a public hearing to consider rezoning a 20.65-acre tract of land, located at 220 Beatty Drive, Tax Parcel ID # 222059, from Office/Manufacturing Conditional District to B-3 General Business, as submitted by Regional Developers, LLC.
8. Approve the final plat for Dutchman's Ridge, Phase 3
9. Approval of the minutes of the February 8, 2016 Council Meeting
10. Approval of the minutes of the February 22, 2016 Work Session Meeting

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

PRESENTATIONS

1. Performance by the Ida Rankin Elementary School Robotics Teams
The robotics teams from Ida Rankin Elementary came before Council and preformed their competition routines.

2. Swearing In of Police Officer Travis McManus

Mayor Hough administered the Police Officers Oath of Office to Officer Travis McManus. Officer McManus's dad was present to pin his badge.

3. Presentation from the Gaston County Special Olympics

Ashley Anderson, coordinator of the Gaston County Special Olympics came before the Council for a short presentation promoting their organization. The Gaston County Special Olympics is a nonprofit, volunteer based organization that is continually seeking fundraising opportunities and new committee members.

PUBLIC HEARING

1. Public Hearing to rezone approximately a .4082-acre tract of land on Rose Street Tax Parcel ID# 224375 from R-12 Single Family to B-2 Neighborhood Business.

Mr. DuPont advised that he received the application to rezone the .4082 acre tract from R-12 Single Family to B-2 Neighborhood Business for the purpose of the property owner to expand his existing business. He further advises that the Planning Commission voted unanimously to approve the proposed request. At this Councilwoman Breyare made a motion to enter into the public hearing. Councilman Hope seconded the motion. All Council Members voted in favor.

With no one else signed up to speak, Councilman Toomey made a motion to close the public hearing. Councilman Meadows seconded the motion. All Council Members voted in favor.

Councilman Meadows made a motion to approve the request to rezone approximately a .4082-acre tract of land on Rose Street Tax Parcel ID# 224375 from R-12 Single Family to B-2 Neighborhood Business. Mayor Pro Tem Moore seconded the motion. All Council Members voted in favor. (Motion carried)

NEW BUSINESS

1. Consideration and Approval of the Architectural Firm Selection for the North Fire Station and Public Works Facility

Mr. Braswell advised that it was determined that it would be more efficient to combine the North Fire Station and the Public Works Facility projects to allow one architectural firm to provide the design and construction administration services. A Request for Qualification (RFQ) was sent out and three (3) firms responded. The Construction Committee met with the three firms and afterward voted unanimously that Milligan Architects Inc. was the best choice to perform the architectural design and construction administration services for the North Fire Station and the Public Works Facility. Mr. Braswell advised that upon approval the City Attorney will begin contract negotiations with Milligan Architectural Inc. Mayor Pro Tem Moore made a motion to approve Milligan Architects Inc. for the architectural design and construction administration services for the North Fire Station and the Public Works Facility. Councilman Hope seconded the motion. All Council Members voted in favor. (Motion carried)

2. Consideration for the Application Approval for the SAFER Grant

Chief Baker came before the Council to request permission to apply for the SAFER Grant. He advised that the grant will provide salaries for six firefighters at 100% for two years. This would help with the costs associated with the firefighters that would be hired for the North Fire Station. Councilman Hope made a motion to move forward the application process for the SAFER Grant. Councilwoman Breyare seconded the motion. All Council Members voted in favor. (Motion carried)

CLOSED SESSION

1. Closed Session (*pursuant to NCGS 143-318.11 (a) (5 and 6)*)

At this time Councilman Toomey made a motion to enter into closed session pursuant to NCGS 143-318.11 (a) (5 and 6). Councilman Bishop seconded the motion. All Council members present voted in favor. (Motion carried)

Mayor Pro Tem Moore made a motion to return to open session. Councilwoman Breyare seconded the motion. All Council members voted in favor. (Motion carried)

ADJOURN

With no additional items for discussion, Mayor Hough entertained a motion to adjourn. Councilman Toomey made the motion to adjourn the March 14, 2016 Council Meeting. Councilwoman Breyare seconded the motion. All Council members present voted in favor. (Motion carried)

The meeting adjourned at 8:12 p.m.

PRESENTATIONS



City of Mount Holly Action Agenda Item

To: Mayor and City Council
Craig Spry, Deputy Fire Chief

Date: March 31, 2016

Meeting Date: April 11, 2016

Agenda Item to be considered:

Recognition of Captain Andy Godfrey for his 37 years of service to the City of Mount Holly

Will this require a public hearing? ☐ YES ☒ NO

Background/Purpose of Request :

With the recent retirement of Captain Andy Godfrey (March 1, 2016), we are requesting to have a special recognition ceremony during the City Council Meeting. During the ceremony he will be presented with his Advanced Firefighter Certification as well as a gift that has been purchased by the members of the department.

Fiscal Impact:

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

Total City Dollars:

Budget Code

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

Result of City Council Decision:

Attachments: Oath of Office



City of Mount Holly Action Agenda Item

To: City Council

Date: April 7, 2016

From: Danny Jackson, City Manager

Meeting Date: April 11, 2016

Agenda Item to be considered: *Presentations #2 – Invitation to Firefighters Appreciation Event*

Will this require a public hearing?

☐ YES

☒ NO

Background/Purpose of Request : *If you all will recall last year at the First Presbyterian Church located in our downtown there was an Appreciation Event held for our Police Department. This year there will be a similar event held for our Fire Department at the First United Methodist Church located on North Main Street. The event will take place on Saturday, April 16 at 6:00pm. Ms. Shannon Gowen, who is a part of the group that is hosting the event, will appear before the City Council to discuss the event and invite the City Council to attend.*

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

OLD BUSINESS

MEMORANDUM

TO: Mayor and City Council of the City of Mount Holly

FROM: Kemp A. Michael, City Attorney

RE: Milligan Architecture, Inc., agreement for N. Fire Station and Public Works Facility

DATE: 4/5/2016

The Construction Committee met on February 23, 2016, and interviewed three architect firms for the North Station and the Adrian Building. The Construction Committee was unanimous in their recommendation to City Council that the firm of Milligan Architecture, Inc., be selected. The City Attorney was directed to negotiate a suitable contract and an acceptable architecture fee. The Committee met again on March 22, 2016, and discussed the proposed architecture fees for the two projects and discussed the fact that there would be a separate Architect Contract for each Project. The City Attorney had prepared the Architectural Agreements and had obtained the approval of Milligan Architecture, Inc., regarding each one. The Committee noted that the Architect fee included the engineering fees for the following consultants: structural engineer, mechanical engineer, electrical engineer, and civil engineer. The Committee unanimously approved a recommendation that the Architectural Contracts including the fees listed below be approved by the City Council. Bill Milligan, the Principal Architect, is scheduled to appear before Council on April 11, 2016, to meet the Council and answer any questions that you may have. The City Attorney will also be prepared to answer any questions about the Contracts.

Below is a comparison of Milligan's fees (which include the engineering fees) with those of the previous Architecture Firm (which includes the engineering fees).

N. Fire Station

Milligan's Fees (with consulting engineers):	Prior architect's fees (with consulting engineers):
\$91,000.00	\$157,057.00

Savings on architect's and consulting engineer's fees: \$66,057.00

New Public Works Admin. & upfit of adjoining maintenance facility

Milligan's Fees:	Prior architect's fees (with consulting engineers):
\$120,000.00	\$147,287.00 (does not include adjacent upfit)

Savings on architect's and consulting engineer's fees: \$27,287.00

Based upon the current architect's quote, the City will be saving a total of **\$93,347.00** in architect's fees on both projects.

NEW BUSINESS



City of Mount Holly Action Agenda Item

To: Mayor and City Council

Date: March 29, 2016

From: David E. Johnson

Meeting Date: April 11, 2016

Agenda Item to be considered:

Accept low bidder for the sewer line extension to the North Fire Station site

Will this require a public hearing?

☐ YES

☒ NO

Background/Purpose of Request :

FY '15 - '16 included a Capital budget line item for the extension of a gravity sewer to serve the North Station Fire Station. The 8-inch sewer main will extend along the western side of Rt. 273 for approx. 1,960 lf. to the site.

Four (4) companies were asked to submit bids only two bids were received by the City:

	Lump Sum	10% Contingency	Total
Sanders Utility Construction Co., Inc.	\$230,000	\$23,000	\$253,000
Hickory Sand Company, Inc.	\$262,220	\$26,222	\$288,442
FY '15 - '16 Budget			\$270,000
County Grant Award			\$150,000

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:

Recommend selecting the low bidder (Sanders Utility Construction Co.) for this project

Result of City Council Decision:

Attachments: None



City of Mount Holly Action Agenda Item

To: City Council

Date: April 6, 2016

From: Greg Beal, Planning Director

Meeting Date: April 11, 2016

Agenda Item to be considered: Award Project to Most-Qualified Firm for the Strategic Vision Plan Update

Will this require a public hearing?

☐ YES

☒ NO

Background/Purpose of Request: In January 2016, staff began the process for an update to the Strategic Vision Plan, which was adopted in April 2008. The Plan is supposed to be updated every 5-7 years, as there are many things that have changed in Mount Holly since the first Vision Plan. A Request for Qualifications (RFQ) was advertised on the NC American Planning Association Listserv and in the Charlotte Observer. At the conclusion of the month-long RFQ process on February 26th, the City received four (4) qualification packets from the firms, Arnett Muldrow & Associates of Greenville, SC, Design Workshop of Asheville, NC, LandDesign of Charlotte, NC and WGM Design of Charlotte, NC. Planning staff members, Jonathan Wilson, Brian DuPont and I, reviewed the packets individually to insure that each firm had followed the guidelines in the RFQ. After noting that each firm did meet the requirements, we ranked them individually; however, we did not share these rankings with the Selection Committee. The Selection Committee was comprised of Councilman Perry Toomey, Councilman David Moore, Angela Saunders, Billy Rick, Jeff Lee, Wendy Foster and Planning Commission members, Will Crist and Leroy Thorns. James Allen and Jason Shoemaker could not make the meeting due to work commitments. The base makeup for the Selection Committee was the EDC, which oversaw the Branding and Wayfinding Process and the Comprehensive Pedestrian Master Plan.

On Thursday, March 24th, the Selection Committee met in the Training Room to hear presentations from the four firms, which were vying for the Strategic Vision Plan Update project. We were very precise in the setup with each firm having 20 minutes to present and 10 minutes for questions and answers from the Selection Committee. The presenting firm was then dismissed, and the Committee allowed for up to 15 minutes to discuss the strengths and weaknesses of that firm. It is important to note that all committee members were given a qualification packet from each of the four firms, days prior to the March 24th meeting as a reference. A five minute break was granted, and the next firm was ushered-in by staff for setup. Firms arrived at specific time periods, and no two firms were ever in the same room. I would like to state that City Manager Danny Jackson and Planning staff members, Brian DuPont, Jonathan Wilson and I were in attendance and offered guidance on the process. However, as we wanted the Selection Committee to be unbiased in their recommendation of the most-qualified firm to City Council, City staff did not guide the discussion. The Selection Committee had used the 15 minutes, following each firm's presentation to dissect that particular firm's strength and weaknesses. Therefore, at the conclusion of the meeting, the Selection Committee had good knowledge of each of the four firms, not only from the presentations and follow-up discussions between committee members, but from reviewing each firm's qualification packets days prior.

The Selection Committee made a unanimous recommendation to City Council that Arnett Muldrow & Associates be chosen as the most-qualified firm for Mount Holly's Strategic Vision Plan Update project.

Also, at the conclusion of the meeting, Selection Committee members pressed staff on revealing our independent rankings of the four firms for the project, and Planning staff

members had ranked Arnett Muldrow & Associates as the most-qualified firm to oversee the Update to the Strategic Vision Plan.

Some of the comments that were noted about Arnett Muldrow & Associates were: EDC Chair Angie Saunders said that Arnett Muldrow was the only firm out of the four that covered everything in their presentation, and therefore, they had answered all of her questions. Each firm was required to submit a breakdown of their project team in their respective qualification packets, and they were also required to note what individuals would take the lead on projects. The committee noted that Arnett Muldrow was a small firm of six professionals and when asked, "Are you going to be working on the project yourself?" Aaron Arnett stated that the public, committee members and Council would be working solely with them. This was important because the other firm's lead staff members would not be available for the majority of the project. They would simply hand it off to less-experienced, lower-level firm employees. The Selection Committee was particularly impressed with the subcontractors that Arnett Muldrow & Associates had chosen for this project. Tom McGilloway of Mahan Rykiel (pronounced May-hand Rye-kell) was one of Arnett Muldrow's presenters and has been a frequent partner with them on past projects. Mark Teague of JM Engineering Services brought his vast knowledge on transportation planning and NCDOT work experience and to the project, and if one does not think the City of Mount Holly could utilize this, please take a look at little-researched transportation recommendations, in the first Vision Plan. Councilman David Moore noted that Arnett Muldrow was the only one of the four firms to mention updates to projects that they had been hired to oversee in past years. Mr. Arnett stated that his firm takes pride in seeing recommendations in a planning process, with which they were involved, come to fruition and they illustrated this in their presentation. How many times has a contractor been given his or her last paycheck, and we never hear from them again?

Before I proceed to the recommendations, I cannot say how proud I am of the Selection Committee. They really committed themselves to hours of review prior to the presentations and a 4.5 hour meeting with well-thought-out discussion. The following unanimous recommendations were made following the selection of Arnett Muldrow & Associates as the most-qualified firm.

2nd Most-Qualified Firm: Design Workshop, Inc.

3rd Most-Qualified Firm: LandDesign, Inc.

4th Most Qualified Firm: WGM Design, Inc.

While, each of the remaining three firms could handle the basic components of the Strategic Vision Plan Update, there was a clear separation between Arnett Muldrow & Associates and even the 2nd most-qualified firm. The energy level, commitment, passion, team work and connection that they had with their audience was not nearly as present with the other firms when compared to Arnett Muldrow and Associates.

Staff independently ranked the firms in the same order, based on the qualification packets that each firm was required to submit. We did not share this information to the Selection Committee until after the unanimous recommendations were made, which consisted of a motion, second and vote on each ranking above. This proves that each Selection Committee member really dedicated his/her time to reviewing each firm and choosing what firm is not only the most-qualified, but who we, as a City, want to work with on the Strategic Vision Plan Update over the next year.

References: This is perhaps one of the critical follow-up pieces that staff must conduct before bringing a project recommendation to City Council. I personally called the individuals

below, and I have included his/her name, job title and comments.

Charlie Barrineau, City Manager, Greenwood, SC; Project: City Center Master Plan 2003: Mr. Barrineau stated that the City of Greenwood, SC (pop 70,000) has worked with Arnett Muldrow and Mahan Rykiel on at least a half-dozen projects since 2003. He credits this team for helping to solidify \$20-\$25 million in public investment that has strengthened the economic vitality of that city. Mr. Barrineau has never had an issue from working with Arnett Muldrow or any of their subcontractors on any project, and he consistently turns to them for solutions to issues they face in his 17 years as City Manager.

Stacy Pair, State Coordinator, Mississippi Main Street Program; Project: Downtown Master Plan (8 Communities) Post-Katrina Recovery. Ms. Pair stated that Arnett Muldrow worked with eight devastated communities after Hurricane Katrina. She stated that New Orleans and Louisiana received all the press-coverage, but these towns along the Mississippi Gulf Coast were obliterated. She noted that Arnett Muldrow came in and worked with towns as little as 500 people and as high as 70,000 people in Gulfport. Ms. Pair said that Arnett Muldrow knew their audience, did background research on each community and made a personal connection to the community, in which they were working. She added that team members are responsible for millions of dollars in investment in these communities, which have recovered greatly in recent years.

Leanne Tingay, Vermont Downtown Partnership; Project: Downtown Master Plan (8 Communities): Ms. Tingay stated that Arnett Muldrow came into Vermont to revitalize towns that had been devastated by believe or not, a hurricane. Hurricane Sandy had hit Vermont hard at the end of October 2012. Arnett Muldrow was tasked in 2013-14 to work with eight communities that were impacted. Ms. Tingay stated that Arnett Muldrow was the best firm, regardless of discipline, that she has ever worked with in her long career. She stated that the firm did not just focus on recovery, but it focused on making things better. Ms. Tingay noted that Arnett Muldrow's economic development and marketing recommendations were superb. She concluded by saying that Mount Holly would not get a "cookie-cutter approach" to our project. Ms. Tingay did not have enough good things to say about Arnett Muldrow.

Ben Blackburn, City Manager, City of Cherryville, Project: NC Main Street Downtown Branding: I must preface this by saying that I have known Ben Blackburn for all of my career, and I consider him among the ranks of the highest professionals and a friend, who would always give me the most-honest information. Mr. Blackburn was not listed as a reference by Arnett Muldrow because they were still working with Cherryville on this project when the qualification packets were due. However, at the end of January, the branding project was completed. Mr. Blackburn stated that he was thoroughly impressed with Arnett Muldrow from the start. He noted that they came in and met with staff, various committees and the Mayor and Council to understand the project and the desired outcome. Mr. Blackburn said that he would hire Arnett Muldrow for future projects without question. Ben informed me that the City of Cherryville was one of the few towns to be recognized with an award for their Downtown Branding Project at the NC Main Street Conference in March. He stated that if the State is recognizing your project as being the best, you know that the firm you hired (Arnett Muldrow) was equally impressive.

Janet Gapen, Planning Director, City of Salisbury; Project: Design Guidelines: The City of Salisbury is known in NC for being the first ever Main Street Community, way back in 1980. Salisbury epitomizes historic preservation and maintaining their charming downtown, while they continue to grow the economy. Ms. Gapen said that she was very impressed with Arnett Muldrow and the knowledge that they possessed. She stated that she would work

Arnett Muldrow on future projects, and has continued to do so for a number of years. Ms. Gapen said that she has always been impressed with Arnett Muldrow's ability to listen. She said that they check their egos at the door, and she noted that their caring and passion for the project really shows through at various meetings. She added that this passion from Arnett Muldrow has really has been noted by the citizens during public involvement meetings.

To recap, staff and the Selection Committee put a lot of time in reviewing each of the four firms that submitted qualification packets. I have listed Arnett Muldrow's references above. I am familiar with the other firms, and while I have followed up with a couple references from Design Workshop, the 2nd most-qualified firm, there is no comparison in regards to the impression that Arnett Muldrow left on staff and the Selection Committee, which includes representatives from City Council and the Planning Commission. However, if things did not work out with Arnett Muldrow, Design Workshop could handle all aspects of the project.

It was strongly felt that the 3rd and 4th most-qualified firms did not have what we were looking for when it came to the "total package." The Selection Committee noted that LandDesign would be excellent for an artistic landscaping plan or a greenway plan, but the Strategic Vision Plan Update is so much more. WGM Design has never handled a community visioning process, and while their local work at Montcross (Lowe's and Wal-Mart) and Belmont Abbey is nice, it does not mean that they could handle such a multi-faceted 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: The Selection Committee made a unanimous recommendation to City Council that the firm Arnett Muldrow be chosen as the most-qualified firm to conduct the Strategic Vision Plan Update project. City staff wholeheartedly supports this recommendation. If Council follows this recommendation and chooses Arnett Muldrow & Associates as the most-qualified firm for the Update, staff will then work with the City Attorney on finalizing the scope of services, budget and the contract for Council approval at a business meeting in the very near future.

Result of City Council Decision:

Attachments: Selection Committee Meeting Agenda from March 24th
 Arnett Muldrow & Associates Letter
 Information about Arnett Muldrow & Associates
 Information about Subcontractors working under Arnett Muldrow



Strategic Vision Plan Update
Presentation from Qualified Firms
Selection Committee Meeting
Training Room at the Municipal Complex
March 24, 2016

Meeting Agenda

- | | |
|----------------|---|
| ❖ 5:00-5:40 PM | Dinner and Fellowship |
| ❖ 5:40-5:45 PM | Ground Rules and Purpose |
| ❖ 5:45-6:05 PM | Presentation from Design Workshop, Inc. |
| ❖ 6:05-6:15 PM | Q&A with Design Workshop |
| ❖ 6:15-6:30 PM | Selection Committee Discussion |
| ❖ 6:30-6:35 PM | Break |
| ❖ 6:35-6:55 PM | Presentation from LandDesign, Inc. |
| ❖ 6:55-7:05 PM | Q&A with LandDesign |
| ❖ 7:05-7:20 PM | Selection Committee Discussion |
| ❖ 7:20-7:25 PM | Break |
| ❖ 7:25-7:45 PM | Presentation from WGM Design, Inc. |
| ❖ 7:45-7:55 PM | Q&A with WGM Design |
| ❖ 7:55-8:10 PM | Selection Committee Discussion |
| ❖ 8:10-8:15 PM | Break |
| ❖ 8:15-8:25 PM | Presentation from Arnett Muldrow & Associates |
| ❖ 8:25-8:35 PM | Q&A with Arnett Muldrow & Associates |
| ❖ 8:35-8:50 PM | Selection Committee Discussion |
| ❖ 8:50-8:55 PM | Break |
| ❖ 8:55-9:15 PM | Wrap-Up Discussion and Selection of Most-Qualified Firm |

February 25, 2016

Greg Beal, Planning & Development Director
City of Mount Holly
400 East Central Avenue
Mount Holly, North Carolina 28120, 2nd Floor

Dear Mr. Beal and Members of the Selection Committee:

Arnett Muldrow and Associates, in conjunction with Mahan Rykiel Associates, Community Design Solutions, and JM Teague Engineering, is pleased to submit this qualifications package for a Strategic Vision Plan Update for the City of Mount Holly.

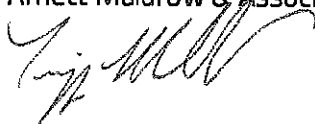
We strongly believe that a collaborative multidisciplinary team approach fosters success in our extensive community planning and economic development projects. We have completed strategic plans, market assessments, marketing and branding plans, master plans, and economic development strategic plans for over five hundred communities in thirty-three states. We are currently wrapping up the update to Shelby, North Carolina's City Center Master plan that we originally wrote in 2007. Shelby's success in completing the recommendations for the Earl Scruggs Center and the Don Gibson theater have increased visitation and business to Uptown Shelby significantly.

Although our experience is comprehensive, we know that each community is different, each plan must be unique, and each client a valued partner with us in the process. Most importantly, our plans are results-oriented and geared toward practical implementation.

For Mount Holly, we endeavor for this process to work seamlessly into the planning and economic initiatives currently underway, as economic vitality is critical to the success of any community.

Please review our proposal and feel free to call me with any questions or clarifications. Thank you again for the opportunity to work with you.

Sincerely,
Arnett Muldrow & Associates, Ltd.



Tripp Muldrow, AICP
President

TAB 2

2.1

Arnett Muldrow & Associates, established in 2002 and based in Greenville, South Carolina, will serve as the lead firm for this project. **Tripp Muldrow, AICP** a certified planner and founding partner at the firm, will serve as project manager. Tripp will be responsible for coordinating all planning efforts for the Arnett Muldrow team and will serve as the single point-of-contact with the Client. In addition to project management, Tripp's responsibilities will include the following: public engagement, economic development, marketing, and implementation strategy development. Tripp has managed hundreds of planning-related projects over the past two decades, including dozens of projects with the partner firms included in this qualifications package. The team will also include **Tee Coker, AICP** a certified planner with over six years of experience at the firm. Tee will provide expertise in the following areas: public engagement, economic development, marketing, and implementation strategy development. Additionally, Tripp and Tee have experience managing or contributing to various types of projects: strategic plans, historic preservation plan, downtown and neighborhood master plans, branding and marketing charrettes, and economic development studies.

Mahan Rykiel Associates, based in Baltimore, Maryland, will perform land use and urban design planning for Mount Holly. Mahan Rykiel has developed a broad practice and a diverse staff devoted to integrating people, nature and the built environment. The firm has become known and respected nationally and internationally for award-winning urban design with a portfolio that includes planning and design for downtown revitalization, streetscapes, campuses, neighborhoods, parks & open spaces, transportation enhancements, and healthcare. They offer particular expertise in downtown master planning and public space design and place great emphasis on stakeholder engagement and placemaking strategies that result in great places. **Tom McGilloway, ASLA** is a principal in the firm, and has particular experience in developing realistic solutions that are grounded in stakeholder needs. **Andy Kalback, ASLA** is a landscape architect with Mahan Rykiel and will bring his extensive design and graphic communication background to the Maitland project. **Megan Griffith, AICP** will also represent Mahan Rykiel. Megan is a vital part of the planning and urban design studio team contributing her abilities as a planner and environmental designer.

J.M. Teague Engineering, established in 2010 and based in Waynesville, North Carolina, will provide transportation analysis and multimodal planning services. J.M. Teague Engineering specializes in providing traffic engineering expertise to local municipalities, school systems, private institutions, community associations and professional clients such as landscape architects, urban planners, and civil engineering firms. **Mark Teague, PE, CPM** is the president of JM Teague and a traffic engineer with 24 years of experience in transportation planning and engineering. **Kristy Carter, AICP** is a transportation planner with nearly twenty years of experience in a variety of planning projects.

Community Design Solutions, based in Columbia South Carolina, will develop architectural and development design guidelines, photo-realistic architectural and urban design simulations for Mount Holly. **Randy Wilson, AIA** is an architect and designer who specializes in historic preservation and photo-realistic simulations that transform planning concepts into stunning "real world" images.

All team members have been selected based on their current workload and ability to handle additional projects over the next twenty-four-month period. Additionally, detailed firm and team member profiles are included as supplemental information in this qualifications package.

2.2

- **Conceptual and Technical Approach:** We recognize that any plan is not a “one-and-done” process. Community development never happens overnight, and plans should be flexible with opportunities to be adapted over time as new opportunities arise and priorities change. Mount Holly has employed this philosophy by completing a Strategic Vision Plan in 2008, executing that plan, and continuing to evaluate success. We will build on the recommendations of that plan, introduce new concepts and ideas, and combine our extensive national experience with our thorough understanding of issues facing communities in the Charlotte Metropolitan area. Our team has strong technical skillset in providing state of the art visualization through modeling, before and after renderings, and advanced community engagement. However, we pride ourselves on combining “high-tech” skills with a “high-touch” approach that recognizes that we come to Mount Holly as engaged learners eager to combine our technical expertise with local knowledge. This mandates a bottom-up process where we are listening and learning from the local community to make recommendations that are not only inspiring but highly implementable.
 - **Urban Planning and Land Use Planning:** Arnett Muldrow believes that our efforts should directly engage property owners, developers, and the community at large to craft a plan. Land use planning is an excellent tool, but if it is not related to the realities of what the community wants, those plans gather dust. Our track record is one of success, whether it is introducing music as a major theme to revitalize Uptown Shelby to reinforcing local food systems to enhance the economy of Waterbury, Vermont. We illustrate this both in traditional ways and through inspirational images, illustrative drawings, and three dimensional models that take stakeholders “into the plan.”
 - **Transportation Planning:** The transportation system forms the framework under which the downtown vision is to be realized. The current system, while showing signs of becoming more multi-modal, still is predominately auto-oriented. The mission will be to tie together mobility options such as biking, walking, and transit to grow the network into a system where residents and visitors can truly consider choices about how they move about the community, and not feel that every single trip has to be made by car. A focus on closing the modal gaps by making intersections and streets more walkable and bikeable will better define Mount Holly as a place that people come to, and not just pass through.
 - **Economic Development:** Arnett Muldrow prides itself in facilitating market-based plans whereby economic development and urban design recommendations are grounded in true market realities. No community is exactly alike, and solutions to their design and development problems must be tailored to the local market, both existing and future. In Mount Holly, growth and development will continue to be affected by the Charlotte Metro area. Our process will include market research that will allow us to determine Mount Holly’s realistic and unique opportunities, and help position the City to receive capital investment from outside investors.
 - **Public Involvement:** Any successful plan will include a high level of public and stakeholder involvement. We return to the “high tech and high touch” approach to employ a number of methods such as engaging a stakeholder steering committee, facilitating individual and small group meetings, conducting an open urban design workshop, providing periodic Town Hall meetings for general public input, and utilizing powerful online surveys and digital methods to garner input. Community engagement will be ongoing throughout the course of the project.
 - **Visual Communication:** As mentioned, we are highly skilled in infographics to illustrate demographic and economic data, easy-to-comprehend mapping and land use diagrams, hand-drawn urban design renderings, architectural drawings, photo-realistic simulations, three dimensional modeling, and traditional sketch drawings.
-

2.3

Arnett Muldrow & Associates is not currently and has not been involved in litigation in the past five (5) years.

2.4

Arnett Muldrow & Associates has a long track record of working with communities on complex projects while keeping on schedule and on budget. This makes our team a good fit for Mount Holly, as we have worked together as a cohesive team on dozens of community planning projects across the country.

As a collection of small specialty firms you will be working directly with the personnel identified in this qualifications package – each staff member involved is a senior level experienced project manager. We do not “bait and switch” project management. Tripp Muldrow will be the point of contact from project start to finish. We will establish detailed deadlines at the beginning of the process and stick to the schedule for the duration of the project.

2.5

The majority of work for this project will be conducted out of the Arnett Muldrow & Associates office in nearby Greenville, South Carolina. However, all urban design-related deliverables will be prepared in the offices of Mahan Rykiel Associates in Baltimore, Maryland.

At Arnett Muldrow & Associates, we are committed to making better communities. Based in Greenville, South Carolina, Arnett Muldrow & Associates was created in 2002 to help communities that want to rebuild their aging downtown, reinvigorate their urban neighborhoods, and create economic development opportunities in growing metropolitan areas. Our team of professionals has worked in hundreds of communities large and small from St. Albans, Vermont to Pleasanton, California. We are a six-person firm that focuses on client service.

OUR PROCESS

We work very closely with our clients to define the planning issues for their communities. Whether our solutions focus on an economic development strategy, retail market research, urban design, or historic preservation – we craft a custom process for each community built around three strategies:

Commitment to Stakeholder Involvement

Without the involvement of key stakeholders including the public, a project is destined for the dusty shelf. Our public process depends on listening to our clients and we're not afraid to use creative methods to hear what they have to say.

Economic Solutions

Any plan can offer a vision for the future of a community. At Arnett Muldrow & Associates, we back the vision with thorough and thoughtful research into the economics that lead to implementation. Our research typically includes detailed retail market assessment and demographic analysis followed by real marketing solutions because getting the word out can be as important as crafting the plan.

Plans that Get Implemented

All of our planning efforts include detailed implementation strategies and action plans that detail the who, what, how, and when for every plan recommendation.

OUR SERVICES

Town Planning

- Downtown master plans
- Special district and neighborhood master plans
- Commercial corridor plans & redevelopment guidelines

Economic Development

- Retail market assessment for downtowns, commercial districts and sites
- Community partnership development for revitalization and economic development
- Economic and community development strategies and financing plans
- Tax Increment District Redevelopment Plans

Community Branding and Marketing

- Community image packages including logos & taglines
- Marketing plans including collateral material & web pages
- Wayfinding and environmental sign concepts

Historic Preservation

- Historic preservation planning
- Creation of local and National Register historic districts
- Design guideline documents and overlay districts

Tripp Muldrow, AICP

Principal



Tripp Muldrow is an accomplished urban planner with seventeen years experience in a broad range of areas in the planning profession. Tripp's focus has been linking planning and urban design projects with successful economic development and community revitalization strategies in small and medium sized communities.

Tripp has authored downtown market studies, neighborhood master plans, tourism development plans, economic development strategies, and community marketing plans for over 100 places in eighteen states. He has also worked "on the ground" implementing these plans as an urban economic developer working for cities, redevelopment authorities, and Main Street programs. Tripp is a skilled public facilitator and talented writer. He is equally comfortable conducting public meetings, facilitating community groups, writing technical reports, and distilling complex technical information for general audiences.

Tripp has served on the faculty of the South Carolina Mayor's Institute for Community Design and has lectured at Clemson University, the University of Georgia, and conducted sessions for the South Carolina Advanced Symposium for Economic Developers. Tripp is passionate about the communities where he works and stays involved in his own community where he is a past president of the South Carolina American Planning Association chapter, a former vice-chairman of the Greenville City Planning Commission, and as a member of the Board of Regents for Leadership Greenville.

Education

Master of City and Regional Planning, Clemson University (1996)
Bachelor of Arts, English, Clemson University (1993)

Speaking Engagements

2005 National Main Street Conference
2007 National Main Street Conference
2010 National Main Street Conference
2010 Destination Downtown
2012 Destination Downtown

Experience

2002-Present – Arnett Muldrow & Associates
Principal, Greenville, SC

Performs downtown and community master planning with specialization in economic development and market analyses.

2000-2002 – MCA Urban Planning

Director of Urban Planning, Greenville, SC
Managed the Urban Planning program at MCA, a division of the 35-person Architecture firm located in Greenville, South Carolina.

1998-2000 – LDR International, Inc.

Project Manager/Associate, Columbia, MD
Managed planning projects in cities across the Southeast including Columbia, SC; Macon, GA; Gulf Shores, AL; and Newport News, VA. Coordinated economic development plans for master planning efforts.

1995-1998 – City of Greenville, South Carolina

Economic Development Specialist
Responsible for planning in the City's West End district, a once declining neighborhood that has emerged as the City's arts and education district. Also worked with commercial corridor planning and historic preservation planning for the city.

Professional Memberships

American Planning Association
American Institute of Certified Planners
National Trust for Historic Preservation

Tee Coker, AICP

Senior Associate



Tee Coker is a certified planner who has managed or contributed to Arnett Muldrow projects in twenty-one states. His projects have included downtown market studies, city and countywide wayfinding plans, community branding and marketing initiatives, historic preservation plans, downtown and neighborhood master plans, regional tourism strategies, regional transportation studies, community education and outreach programs, and ongoing economic development services. These projects range from conducting small workshops to assembling multi-disciplinary teams and managing complex planning initiatives.

Tee is a gifted writer who has an ability to synthesize information and provide concise analyses of complex situations. He is also a skilled facilitator, interviewer, and speaker who enjoys workshops and stakeholder engagement. He has knowledge of current urban planning practices and technologies, and is skilled in Geographic Information Systems (GIS) software and Adobe Creative Suite graphic design software.

Education

Master of City and Regional Planning, Clemson University (2010)
Master of Arts, History, Clemson University (2005)
Bachelor of Arts, History, Furman University (2001, Magna Cum Laude, Phi Beta Kappa)

Speaking Engagements

2015 South Carolina Economic Development Institute
2014 National Recreation and Parks Congress
2013 Main Street South Carolina Conference
2013 Clemson University PRTM Conference
2013 Clarendon County Chamber of Commerce Retreat
2012 Clarendon County Chamber of Commerce Retreat
2011 Opportunity Chatham Annual Meeting

Experience

2010-Present - Arnett Muldrow & Associates

Professional Planner, Greenville, SC
Performs downtown and community master planning with specialization in community development and wayfinding.

2009-2010 - Arnett Muldrow & Associates

Planning Intern, Greenville, SC
Performed market analyses, developed professional reports, conducted community research, and contributed to planning projects.

2008-2009 - Clemson University

Graduate Assistant, Clemson, SC
Performed research and facilitated recruitment of prospective students.

Professional Memberships

American Planning Association
South Carolina Chapter of American Planning Association



Tom McGilloway has over 31 years of experience as an urban designer and has spent a significant portion of his career in master planning. He has broad experience in downtown/neighborhood revitalization; park planning and design; and campus master planning. Tom is particularly skilled at engaging stakeholders in the planning process and working in "Main Street" communities; he has participated in downtown revitalization charrettes/master plans for over 40 communities throughout the United States. In addition to his professional experience, Tom is a frequent speaker at park and revitalization conferences and is active in preservation and revitalization in his own community.

PROJECT EXPERIENCE

Downtown Economic Development
Strategic Plan
Lancaster, Pennsylvania

Downtown Public Space Plan
Baltimore, Maryland

Downtown Revitalization Plan
Starkville, Mississippi

State College Downtown Master Plan
State College, Pennsylvania

Downtown Master Plan
Greenwood, South Carolina

Center City Master Plan
and 2015 Update
Shelby, North Carolina

Downtown Master Plan
Easley, South Carolina

Greenville West End Master Plan
Greenville, South Carolina

Jonestown Vision Plan
Baltimore, Maryland

St. Albans Downtown Improvements
St. Alban's, Vermont

Route 40 Design Guidelines
Howard County, Maryland

Downtown Revitalization Plans
Mississippi Gulf Coast Communities

Downtown Master Plan and Streetscape
Implementation
Monroe, Wisconsin

PROFESSIONAL REGISTRATION
Maryland, #777

EDUCATION
B.S. in Landscape Architecture,
Pennsylvania State University 1984

PROFESSIONAL ORGANIZATIONS
Member, American Society of
Landscape Architects

Friends of Maryland's Olmsted Parks
and Landscapes
Past Board Member

Hampden Village Main Street
Past President

International Town Gown Institute
Member

LECTURES/JURIES/ PUBLICATIONS

"The Olmsteds and Baltimore's
Landscape Heritage", Johns Hopkins
University Odyssey Program, Fall 2013

"Designing Downtown NOW: Real
Tactics and Tools to Enhance Your
Businesses and Districts," Atlantic City,
NJ, July 2012

"Maximizing Your Investment in Open
Space"
National Main Street Conference,
Chicago, March 2009

Faculty Member: South Carolina
Mayors Institute

AWARDS

Economic Development Strategic Plan
for City of Lancaster, Pennsylvania
Chapter of American Planning
Association, 2015

Gulf Coast Katrina Recovery Team First
Annual Sam Kaye Excellence in Design
Award from Mississippi Main Street
Program, June 2009

Wyman Park Dell Master Plan
2008 Merit Award, Maryland/Potomac
Chapter of American Society of
Landscape Architects

Travelers Rest, South Carolina

Client Contact

Dianna Turner,
City Administrator
(864) 834-7958
dianna@travelersrestsc.com



Over the last decade, Arnett Muldrow & Associates has completed several projects in Travelers Rest. The earliest projects was a market analysis in 2003 which made recommendations for funding sources to improve downtown. Using bond funding from food and beverage tax and other sources, Travelers Rest Completed the physical improvements to downtown in 2009 just in time for the opening of the 11 mile Swamp Rabbit Bike trail.

Later that year, AMA conducted a community branding initiative that capitalized on the fact that most people refer to the city as "TR." In 2011, AMA completed a wayfinding master plan designed to draw visitors into downtown and promote community assets.

In 2012, Arnett Muldrow completed an update to the original 2003 Economic Development Strategy. As many

of the goals set in 2003 had been completed, AMA worked with the community to develop a new series of ambitious economic development goals and strategies. At the forefront of the City's business development and placemaking strategies is the Swamp Rabbit Trail, which serves as a redevelopment, recreation, tourism, identity, and residential recruitment asset for Travelers Rest.

AMA continues to serve the community as an ongoing economic development consultant to special projects related to business recruitment and real estate development.

Washington, North Carolina

Client Contact

John Rodman
Planning Administrator
City of Washington
Planning Department
252.975.9384



Washington lies at the confluence of the Pamlico and Tar Rivers in the eastern portion of the state and exists as one of the oldest and most historic communities in North Carolina. This beautiful waterfront town retains its nineteenth century historic charm with its rich post-Victorian commercial architecture complemented by outstanding residential examples including high Victorian, Colonial, Revival Greek Revival, Federal, and Craftsman.

While Washington has managed to preserve and enhance its historic district, its charm and quality of life has brought with it new construction and development pressures that have the potential to impact the historic character of the community.

Realizing this challenge, Washington hired Arnett Muldrow & Associates to prepare an update to the existing design guidelines document. The

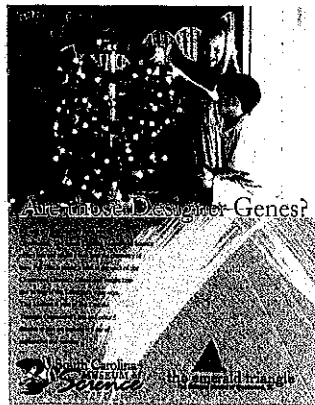
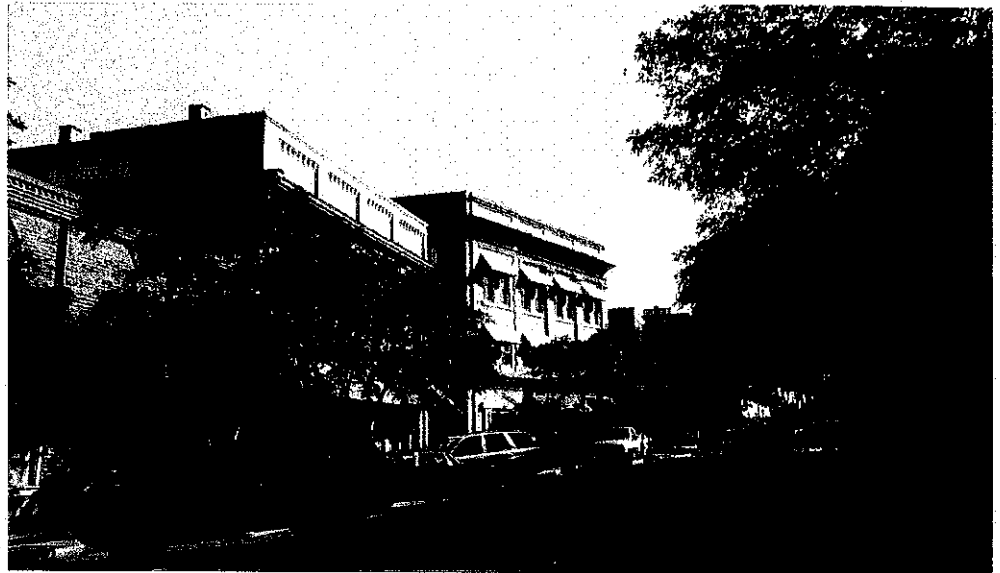
purpose being to promote and provide for new development, while ensuring compatibility in design and urban fabric and reflecting Washington's historic integrity and heritage.

Arnett Muldrow created a new design guideline document that acts as an educational resource for properties owners undergoing preservation activities as well as for developers seeking to create contemporary yet compatible new construction and infill. The document presents best practices for changes to historic buildings, site design, new construction, and demolition for both residential and non-residential architecture.

Greenwood, South Carolina

Client Contact

Charlie Barrineau,
City Administrator City of
Greenwood
charlie.barrineau@
cityofgreenwoodsc.com
864.942.8412



Greenwood, South Carolina is the urban center of a five-county area with a population of over 200,000. From its start as a railroad stop, Greenwood quickly grew into a city of textile mills. With the decline of the textile industry, Greenwood has reinvigorated its economy through diversifying its industry.

Like so many towns, however, its downtown has suffered as retailers have moved to suburban locations. Recognizing that a healthy core is vital to overall economic development, the Greenwood Partnership Alliance hired Arnett Muldrow & Associates to conduct a detailed study of Uptown.

The plan included detailed design for new visitor amenities to the district in a central area that Arnett Muldrow coined "The Emerald Triangle." The Emerald Triangle will include a history center, theatre, arts complex, and ultimately a major regional science center, a market assessment of the Center City, a

marketing plan, and a financial strategy to implement the plan.

The financing plan calls for a series of bonds over a ten-year period to provide phased public improvements alongside major private investment initiatives to bring residential living into the community and new shops and restaurants.

Since the completion of the plan, Greenwood was awarded a \$1 million grant from the SC Department of Commerce for revitalization and has implemented a financing plan that is underwriting nearly all of the improvements recommended in the plan.

Arnett Muldrow & Associates, Ltd. continues to work with the Greenwood Partnership Alliance and is currently working on a plan to better link Uptown Greenwood with the community's research park and medical facilities at Self Regional Hospital.



Megan Griffith has been a planner with Mahan Rykiel Associates since graduating from Morgan State University's Master of City and Regional Planning program. As a vital part of the parks, planning, and urban design studio team, Megan contributes her expertise as an urban planner and environmental designer. Her expertise includes campus and park master planning, economic development, community engagement, and comprehensive and land use planning.

Megan brings prior planning and design experience from the Baltimore City Department of Planning, Office of Sustainability, as well as from Seth Harry and Associates and the Baltimore County Department of Planning. She earned her AICP certification in November 2015.

PROFESSIONAL CERTIFICATION

AICP, Certified Planner
American Institute of Certified Planners

PROJECT EXPERIENCE

Towson University Master Plan
Towson, Maryland

Holderness School
Holderness, New Hampshire

Francis Scott Key Elementary/Middle School
Baltimore, Maryland

Lancaster Economic Development
Strategic Plan
Lancaster, Pennsylvania

Pigtown Main Street Strategic Plan
Baltimore, Maryland

Patterson Park Master Plan
Baltimore, Maryland

McKeldin Plaza Stakeholder Engagement
Baltimore, Maryland

Jonestown Neighborhood Master Plan
Baltimore, Maryland

Stony Run Master Plan
Baltimore, Maryland

Ward Farm Recreation and Nature Park
Master Plan
Calvert County, Maryland

Stony Run Stormwater Management
Baltimore, Maryland

Inner Harbor West Shore Park
Improvements
Baltimore, Maryland

Harbor East Katyn Memorial Planting Plan
Baltimore, Maryland

National Institute of Health Campus-Wide
Pedestrian Safety Improvements
Bethesda, Maryland

Catonsville District Courthouse
Catonsville, Maryland

Baltimore Office of Sustainability*
Baltimore, Maryland

- 2012-2013 Annual Reports
- Disaster Preparedness Report
- Climate Communications Campaign

**while at another firm*

PROFESSIONAL BACKGROUND

Mahan Rykiel Associates
June 2014 - present

Baltimore Office of Sustainability
2013-2014

Morgan State University Research
Assistant
2011-2013

Seth Harry and Associates
2009-2010

Baltimore County Department of Planning
2008-2009

PUBLICATIONS

July 2015 Environment, Natural
Resources, & Energy Division (APA)
Newsletter
"Deep Ecological Urbanism"

Deep Ecological Urbanism
Master's Thesis, May 2014

PROFESSIONAL ORGANIZATIONS

American Planning Association (APA)

Chair, Emerging Planners Group Maryland
Chapter of the APA

Committee, Hampden Community Council
Land Use and Zoning Committee

Board, Friends of Stony Run

Founder, Morgan Association of Planning
Students (MAPS)

EDUCATION

Master of City and Regional Planning
Morgan State University, 2014

B.F.A. in Environmental Design
Maryland Institute College of Art, 2009

Fine Arts Coursework
School of Visual Arts, 2005

HONORS & AWARDS

2014 AICP Outstanding Student Award

Student Fellowship, 2013-2014
*APA Environment, Natural Resources, Energy
Division*



Andy has a specific expertise in quick and collaborative conceptual design, particularly within the strategic development of downtown and waterfront master plans and revitalization projects. In this capacity, he has extensive experience in working with and assisting downtowns in the creation and communication of their future vision through master plans, design charrettes, and developmental strategies. Andy is also skilled in developing plans for reusable environments, parks and open spaces, and environmentally sensitive areas.

Experience below was completed while Andy was an employee of Mahan Rykiel or while working independently as Kalback Planning and Design.

PROJECT EXPERIENCE

State College Downtown Master Plan
State College, Pennsylvania

Downtown Lockhart Charrette
Lockhart, South Carolina

Downtown Revitalization Plan
Starkville, Mississippi

Downtown Master Plan
Pickens, South Carolina

Old Blacksburg Middle School
Site Master Plan
Blacksburg, Virginia

Amherst Downtown Plan Amherst,
Virginia

Bluefield Downtown Master Plan
Bluefield, Virginia

Byhalia Downtown Charrette *Byhalia,*
Mississippi

Downtown Business Improvement
District, *Washington, DC*

Covington County Charrette Downtowns
Mt. Olive, Seminary, & Collins,
Mississippi

DeKalb Downtown Charrette *DeKalb,*
Mississippi

5th & Forbes Redevelopment Plan
Pittsburgh, Pennsylvania

Florence Downtown Revitalization
Florence, South Carolina

Jonesville Downtown Master Plan
Jonesville, Virginia

Lower Richland County Master Plan
Richland County, South Carolina

Marion Downtown Charrette
Marion, Mississippi

Mesa Town Center Study
Mesa, Arizona

Mooreville Comp Plan Update
Mooreville, North Carolina

Morganton Area Plan Studies
Morganton, North Carolina

Navy Point Redevelopment
Pensacola, Florida

North Logan City Center Study
North Logan, Utah

Downtown Philadelphia Charrette
Philadelphia, Mississippi

South Weber Economic Plan
South Weber, Utah

Spindale Revitalization Plan
Spindale, North Carolina

Vermont Avenue Streetscape – DC BID
Washington, DC

Downtown West Point Charrette
West Point, Mississippi

Downtown Winona Charrette *Winona,*
Mississippi

EDUCATION

B.S. in Landscape Architecture,
Pennsylvania State University

Hagerstown Junior College Graphics
Arts Studies

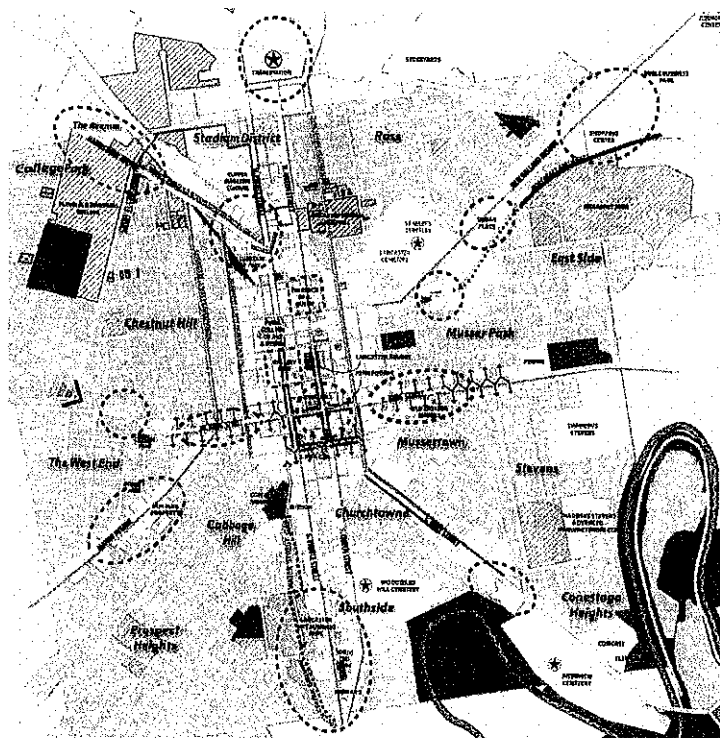
PROFESSIONAL ORGANIZATIONS

Member, Congress for New Urbanism

Member, Urban Land Institute

Member, American Planning Associate

Member, American Society of
Landscape Architects



MAHAN RYKIEL
ASSOCIATES INC.

LANCASTER ECONOMIC DEVELOPMENT STRATEGIC PLAN

LANCASTER, PENNSYLVANIA

Mahan Rykiel Associates and a team of consultants are providing strategic planning services for the continued revitalization of the City of Lancaster through a community-owned action plan. The previous economic development strategy, produced in 1998, sought to stimulate development and business interest; this strategic plan will both continue and expand upon the revitalization of the City—leveraging the robust and locally-based economy, and sustaining the upward, positive trend.

MRA team is assessing current trends, opportunities and community needs—focused on the downtown and neighborhood centers—to formulate detailed goals and tactics for the branded 10-year economic strategy titled *Building on Strength*. Becoming intimately familiar with the community, the project team frequently conducts one-on-one interviews with key stakeholders and facilitates group discussions through focus groups and public meetings utilizing digital and analog surveying tools.

*American Planning Association, Pennsylvania Chapter, 2015
Planning Excellence Award for a Plan Other Than a Comprehensive Plan*



Downtown Master Plan

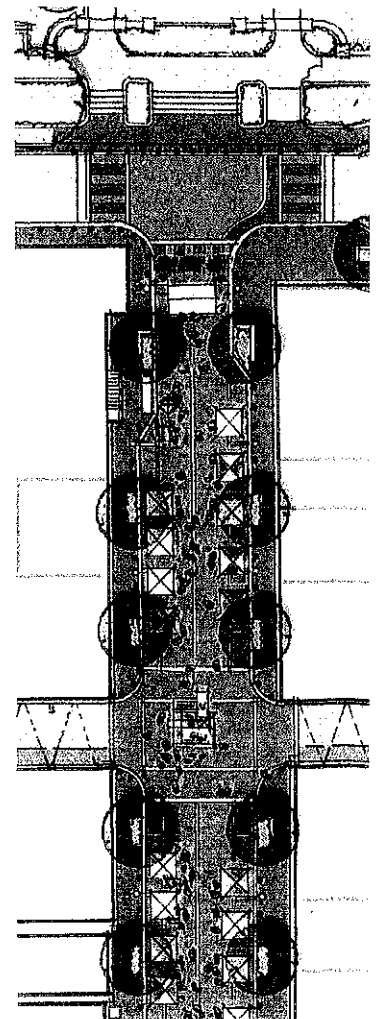
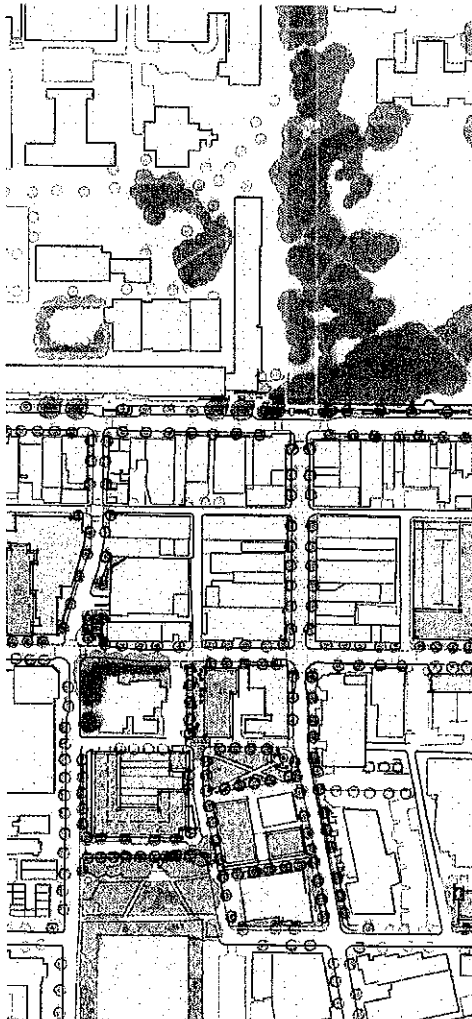
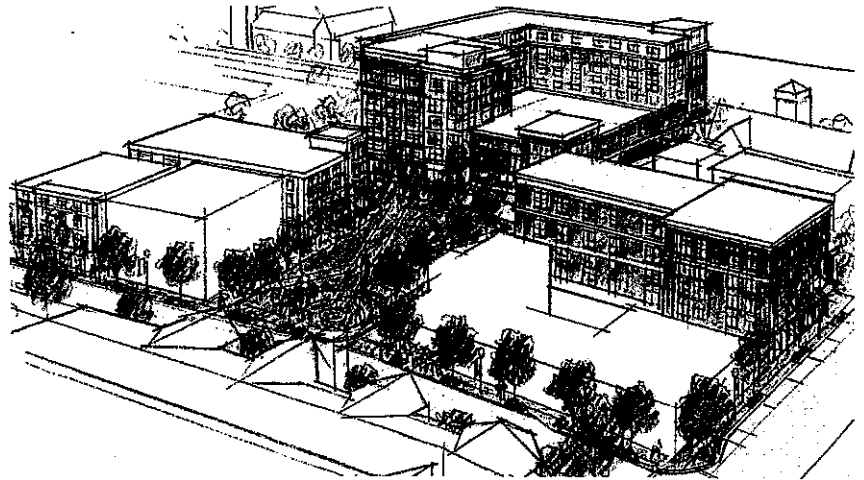
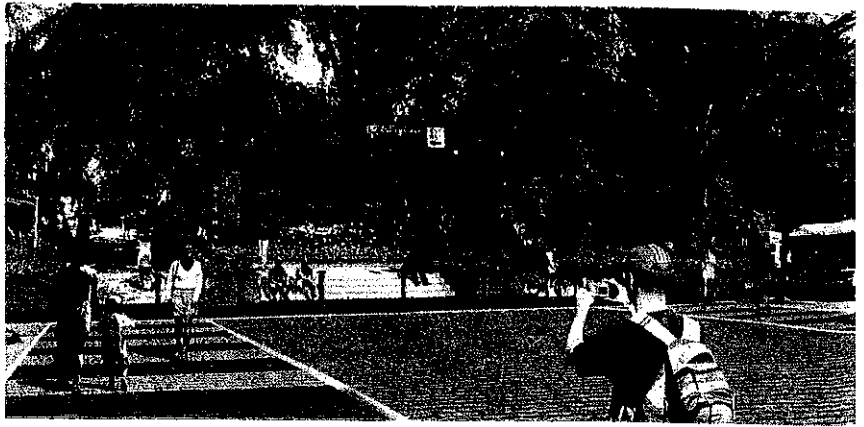
State College, Pennsylvania

Working with a partnership of State College Borough, Penn State University, and Downtown State College, Inc., Mahan Rykiel led a planning and design team in preparation of a master plan for the community's downtown. The plan focused on establishing and marketing a strong downtown identity; establishing a framework to create an attractive and vibrant public realm; and identifying public and private sector improvements to diversify downtown businesses, users and residents. The plan is grounded in market realities and broad stakeholder participation.

Specific recommendations of the plan include streetscape and open space enhancements to improve pedestrian and bicycle facilities and transportation options; the downtown image; and enhance the Town-Gown relationship between the community and the University. Recommendations also incorporated a complete community branding program including logos, wayfinding signage and marketing collateral materials to better promote downtown to internal and external markets. Lastly, the plan provided a framework for the community to guide additional development in a positive manner.

The partners will use a detailed strategy board to guide short, mid and long-term implementation.

*PA Chapter of the American Planning Association's
"Great Place In PA" Award*





COMMUNITY DESIGN SOLUTIONS

PHOTO RE-IMAGING
DESIGN & PLANNING
MAIN STREET SERVICES
CHARRETTE FACILITATION

Community Design Solutions prides itself on listening to the communities they serve and crafting appropriate design solutions that capitalize on the unique assets each community possesses. There are no shortcuts to listening, nor are there any "cookie-cutter" design approaches that can fit every community. Additionally, for too long designers believed that solely addressing physical design issues would transform a community. At Community Design Solutions (CDS) we believe a holistic approach to the planning of a community is imperative and at a minimum one must consider the economy, the marketing, the physical conditions of a place, as well as clear, practical implementation strategies to move planning from the realm of idea to reality.

Community Design Solutions specializes in photo re-imaging, charrette facilitation, Main Street design services, and general community design and planning services.

PHOTO RENDERING: Photo rendering is the process by which Community Design Solutions takes photographs of a place or building and using our experience and knowledge of architecture and downtown development, craft recommendations in an easy-to-understand "before-and-after" photographic medium. This approach allows the public to "see" the reality of proposed plans in a manner that they can understand long before final decisions are made or significant money has been spent.

CHARRETTES: Community Design Solutions has been a part of over one hundred charrettes --on-site design workshops that engage the public in the planning process-- ranging from studying downtown master plans, to gateway and corridor studies, to marketing and community identity creation, to economic development strategies. CDS has been a part of over 200 charrettes in almost every city and town in the state of South Carolina, the southeast region, as well as diverse destinations such as Duluth, MN, Detroit, MI, St. Albans, VT, Laramie, WY and the Island of Dominica.

MAIN STREET SERVICES: Since 1998, Randy Wilson --president of Community Design Solutions-- has served as the Main Street architect for the State of South Carolina. During his tenure with the Main Street program, he garnered unparalleled experience in looking at the unique assets and challenges of historic central business districts and providing appropriate design solutions. While serving as the architect for South Carolina's Main Street program, Mr. Wilson provided technical design assistance on literally thousands of downtown buildings & facades, as well as master plans, streetscape initiatives, design guidelines, etc. In 2008, Mr. Wilson also became the Director of Design Services for the Mississippi Main Street program. In addition to traditional Main Street services, Mr. Wilson spearheaded Main Street resource teams that conducted implementation-focused planning in ten communities along the Mississippi Gulf Coast devastated by Hurricane Katrina.

DESIGN & PLANNING: Community Design Solutions has been a part of dozens of master plan efforts as both the project manager as well as a consultant for relevant design-related portions of those projects. Prior to a career in community design, Mr. Wilson was involved in private architectural practice for over 14 years. During his private practice tenure he designed numerous award-winning projects such as the offices of the Municipal Association of South Carolina and St. Peter's Catholic Church.

With a passion for engaging the public in the design process, creative ways to communicate the vision of a place, and attention to detail, Community Design Solutions can show you how your community can be an inviting place to visit, an intriguing place to explore, and a vital place to live.

...creative services for community building

2307 Lincoln Street Columbia, SC 29201 | 803.240.9050 phone | randy@communitydesignsolutions.com | www.communitydesignsolutions.com



COMMUNITY DESIGN SOLUTIONS

PHOTO RE-IMAGING
DESIGN & PLANNING
MAIN STREET SERVICES
CHARRETTE FACILITATION

Randy L. Wilson, AIA
President, Director of Design
Community Design Solutions, Inc.



In 2005, Randy Wilson established Community Design Solutions (CDS) as a community-based planning firm devoted to delivering creative design services for community building. The firm specializes in charrette facilitation, photo rendering, Main Street design services, and general community design, planning and preservation services. Prior to forming CDS, Mr. Wilson served as the full-time architect for the South Carolina Main Street program. During his tenure with the Main Street program he garnered unparalleled experience in looking at the unique assets and challenges of historic central business districts and providing appropriate design solutions. Mr. Wilson continues to serve in this role on a consulting basis.

While serving as the architect for South Carolina's Main Street program, Mr. Wilson provided technical design assistance on thousands of downtown buildings and facades. He has been a part of over 200 charrettes -- on-site design workshops that engage the public in an intensive, interactive planning process-- ranging from studying downtown master plans, to gateway and corridor studies, to marketing and community identity creation, to economic development strategies. His work has taken him to almost every city and town in the state of South Carolina as well as diverse destinations such as Macon, GA, Detroit, MI, Concord, NH, Anoka, MN, Gulfport, MS, Laramie, WY, the Arkansas Delta, and the Island of Dominica.

In 2008, Mr. Wilson also became the Director of Design Services for the Mississippi Main Street Association (MMSA). In his role with MMSA, Randy played an instrumental role in leading resource teams along the Gulf Coast in the wake of Hurricane Katrina's destruction. His team's assessment and implementation-focused planning work for Gulfport led to their continued master planning involvement in Biloxi, Bay St. Louis, Waveland, Picayune, Ocean Springs, Pass Christian, Long Beach, Moss Point and Pascagoula. To date he has facilitated over 30 design and planning charrettes in Mississippi and well over 200 nationwide.

In addition to his roles with Community Design Solutions and Main Street South Carolina, he has served as Design Services Director for Clemson University's Institute for Economic and Community Development hosted at the Sandhills Research and Education Campus in Columbia. Prior to his career in community design, Mr. Wilson was involved in private architectural practice for over 14 years. During his private practice tenure he designed numerous award-winning projects such as the offices of the Municipal Association of South Carolina and St. Peter's Catholic Church School in Columbia. He is active in the community, having served as Vice-Chair of the City of Columbia's Design/Development Review Commission, the boards of Historic Columbia Foundation, The Boys & Girls Clubs of the Midlands, Leadership Columbia, and is the Associate Pastor for Worship at Riverbend Community Church.

One of Mr. Wilson's areas of expertise is the utilization of photo re-imaging technology to present proposed design changes and future visions of a community in an easy-to-understand "before & after" photographic medium. In this capacity, Mr. Wilson has spoken at national conferences about the tools and techniques he has developed for this capability. He provides advanced photo re-imaging training and is a member of the National Association of Photoshop Professionals.

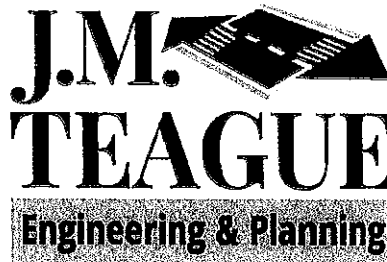
Mr. Wilson received his architecture degree with honors from the School of Architecture at Mississippi State University, and did subsequent graduate work at the East China Institute of Technology in Nanjing, China. Mr. Wilson has been a registered architect since 1990 and is a member of the National Trust for Historic Preservation. He is a frequent speaker at preservation and community planning based conferences.

...creative services for community building

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J.M. Teague Engineering & Planning (JMTE) is a traffic engineering firm that manages a wide range of large and small projects across North Carolina. Founded in early 2010, JMTE specializes in providing traffic engineering expertise to local municipalities, school systems, private institutions, community associations and professional clients such as landscape architects, urban planners, and civil engineering firms. JMTE is located in Waynesville, North Carolina – the eastern doorstep to the Great Smoky Mountains National Park.

J.M. Teague Engineering & Planning is a unique and diverse organization due to the background and interests of the principal engineer. There are eight distinct areas of services within the organization: Traffic Engineering, Forensic Engineering, Bike & Ped Engineering & Planning, Transportation Planning, Land Use Planning, GIS & CAD Mapping, Education & Training, and Collaboration Management.

The Principal Engineer, Mark Teague, is a licensed Professional Engineer in multiple states and is NCDOT Prequalified, a certified public manager and is certified in context sensitive solutions. Mark spent 18 years as a lead traffic engineer with the North Carolina Department of Transportation where he worked with state and local agencies in 25 of North Carolina's westernmost counties. His knowledge of local governments and their traffic engineering challenges was one of the catalysts for the founding of JMTE.

With a staff of eleven engineers, planners, technicians and administrative support, JMTE offers extensive transportation engineering and planning services including: intersection safety, wayfinding, traffic impact analysis review and preparation, traffic data collection, traffic signal warrant and operation, pavement marking design and operation, sign design and operation, corridor studies, risk management, MUTCD training and compliance, bicycle and pedestrian safety, pavement condition surveys, sight distance evaluations, and expert testimony.

JMTE has partnerships with many professional firms and individuals throughout the region. These relationships enable JMTE and its partners to provide multi-disciplined engineering, surveying, planning, and project management for a wide array of engineering challenges.

Much of the work is centered within mountainous areas, so the extra challenges of steep grades, horizontal and vertical sight distance, and winding roads are no obstacle to JMTE. As a small firm, JMTE can provide the crucial time and attention needed to successfully achieve solutions for the many transportation challenges impacting communities throughout the region.

JMTE is certified by NCDOT as a Small Business Professional Firm and as a Private Engineering Consultant. JMTE is licensed as a professional engineering firm in NC, SC, GA, TN, AL and VA.



J. Mark Teague, P.E., CPM

Traffic Engineer

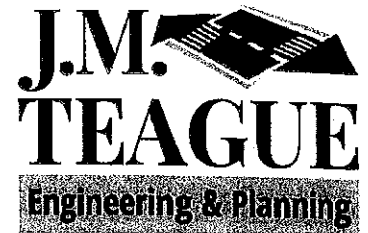
J.M. Teague Engineering & Planning

525 N. Main Street

Waynesville, NC 28786

828.456.8383

mark.teague@jmteagueengineering.com



Education

B.S. in Civil Engineering 1991
North Carolina State University
Raleigh, NC

Certifications

North Carolina P.E. #022948
South Carolina P.E. #29874
Georgia P.E. #PE038196
Tennessee P.E. #116916
Alabama # 35386-E
Virginia P.E. # 0402055623

Certified Public Manager — NC
Context Sensitive Solution Certified — NC
Small Professional Services Firm — NCDOT
Prequalified — NCDOT & GDOT
Complete Streets Certified

Affiliations

Institute of Transportation Engineers -
National
Institute of Transportation Engineers — NC
American Society of Civil Engineers -
National

Prior Employment

North Carolina Department of Transportation Division 13 Asheville, NC (2000-2009)

Division Traffic Engineer

Served as the traffic engineering manager for a 7 County area; including McDowell, Rutherford and Burke, and over 5000 miles of urban and rural roadways in Western North Carolina.

North Carolina Department of Transportation Division 14 Sylva, NC (1997-2000)

Assistant Division Traffic Engineer

Served as the assistant traffic engineering manager for a 10 County area; including Polk, Henderson, and Transylvania, and over 7000 miles of urban and rural roadways in western North Carolina.

North Carolina Department of Transportation Division 11 North Wilkesboro, NC (1991-1997)

Assistant Division Traffic Engineer

Served as the traffic safety investigator and technician supervisor for An eight County area in northwestern North Carolina.

Area of Expertise

- Over 24 years of experience as a Traffic Engineer in the Public and Private Sector
- Design and Operation of Traffic Control Devices including Traffic Signals, Pavement Markings, and Signing
- Wayfinding
- Traffic Data Collection Including Turning Movements
- MUTCD Compliance
- Traffic Control Plans
- Agency Coordination
- Transportation Strategies
- Intersection Safety

Project Experience

N. Main Street Complete Streets Study Waynesville, NC

Conducted a Complete Streets study to address the need for multi-modal accommodations to the intersection and the adjacent corridor of North Main & Walnut Street. Work included turning movement counts, intersection analysis, public input workshops and final document presentation.

South Main Street Corridor Study Waynesville, NC

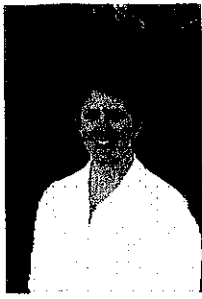
Participated as a project team member to existing and future traffic conditions on a 1 mile section of US 23 Business in West Waynesville. Work included data collection, signalized and un-signalized intersection analysis, cost estimating, capacity analysis, level of service calculation, lane use recommendation, traffic signal warrant analysis and public input workshops.

NC 9 Corridor Study Lake Lure, NC

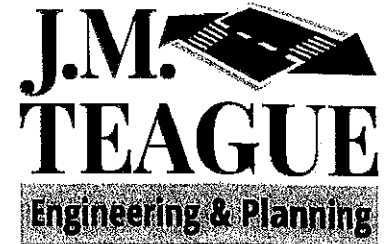
As a primary corridor leading into Lake Lure, the NC 9 Corridor is the town's next growth area. Using projected development build-out scenarios and ITE trip generation methodology, developed a multi-modal corridor plan to accommodate anticipated growth.

Rutherford County Tourism Development Authority Rutherford County, NC

Currently serve as the County's wayfinding advisor. Services include providing expertise and guidance to the TDA as they develop a countywide wayfinding project. This project requires extensive coordination and communication with local governments, stakeholders, and NCDOT.



Kristy Carter, AICP
Transportation Planner
J.M. Teague Engineering & Planning
525 N. Main Street
Waynesville, NC 28786
(828) 456-8383 (o)
(828) 776-7374 (c)
kristy.carter@jmteagueengineering.com



Education

Masters in Public Affairs - Western
Carolina University

BS in Recreational Therapy - Western
Carolina University

Registrations / Certifications

- American Institute of Certified Planners, National
- American Planning Association, National and NC
- 2011-2013 William C. Friday Fellow for Human Relations
- IBPI Comprehensive Bicycle Planning and Design Course
- NC Rural Economic Development Institute
- National Charrette Institute Charrette Trainer Certification
- NDC Economic Development Finance Professional Certification

Area of Expertise

- Local Government Planning
- Land Use Analysis
- Long Range Planning
- Multi-Modal Planning
- Planning Technical Assistance
- Economic Development
- Downtown Development
- Geographic Information Systems (GIS)
- Project Management
- Community Involvement & Facilitation
- Riding Bicycles

Project Experience

Lake Lure NC 9 Corridor Study

As a primary corridor leading into Lake Lure, the NC 9 Corridor is the town's next growth area. Using projected development build-out scenarios and ITE trip generation methodology, developed a multi-modal corridor plan to accommodate anticipated growth.

Rutherfordton (NC) Wayfinding Master Plan

Developed the Town of Rutherfordton's Wayfinding Master Plan inclusive of Wayfinding Regulation Compliance, Destination Criteria, Existing Conditions Analysis, Design Standards and System Elements, Location Maps, Cost Estimates, Management and Maintenance Plan, and Installation and NCDOT Coordination Plans. Project is now in the implementation phase.

Opt-In Regional Vision for Southwestern NC

Due to changing economic development, environmental and transportation conditions, the southwestern region in North Carolina needed a regional approach to respond to these conditions in a way that honored local traditions and maximized regional resources. The project also included the development of comprehensive plans for two counties and a comprehensive transportation plan for one county. Throughout the process, managed the twenty-person consulting team hired to deliver the vision to ensure project quality and integrity, was the liaison between resource partners and agencies, provided local knowledge and planning technical assistance.

Town of Cramerton (NC) Land Use Plan

Faced with a new major transportation corridor through the town, Cramerton updated their land use plan to respond better to the anticipated growth and land use changes. Designed and led the planning process, prepared for and facilitated monthly committee meetings, designed and ran the community involvement process, created future land use pattern, and drafted plan recommendations.

Black Mountain (NC) Bike Plan

With the ultimate goal of increasing the number of bicycling commute trips, the Town of Black Mountain contracted the Kostelec Planning Consulting Team to develop on- and off-road bicycling solutions. Work included extensive fieldwork, existing plan review, policy recommendations, development of bicycle boulevard solutions, and overall project assistance.

Historic Hayesville (NC) Market Analysis

Conducted a market analysis the downtown area that incorporated retail and business data, results from consumer and retail merchant's surveys, a land use analysis, demographic data, and market segmentation data. The final report also included an evaluation of the physical environment, including streets, sidewalks, and public spaces, and pedestrian paths.

REPORTS

Mount Holly Parks & Recreation

Monthly Report

Sole Patrol- The Sole Patrol met 22 days during the month of March. The total attendance was 820, with 68 different members attending. They met for a monthly birthday party, lunches, exercise, and fun.

Fitness Center- The Fitness Center was open 25 days during the month of March. The total attendance was 164, with 25 different members attending. Of the 25, 5 were paying members, 4 were city employees, and 16 were seniors.

Athletics- Practices began in all of our spring sports during the month of March. Games will begin this week, and will go until late May.

Free-play basketball has been averaging around 24 participants per day. The Old Gym is open Monday-Friday 230-530pm for children ages 6-15.

Rentals & Special Events- The Tuckasee Community Center was rented out one time during March. The estimated attendance was 30 people. The picnic shelters at Tuckasee and River Street Park were rented out four times during the month. The estimated attendance was 425 people.

We held our Toddler Easter Egg hunt on Wednesday March 23 at Tuckasee Park. The estimated attendance was 250 toddlers and their caregivers.

News & Notes – Parks & Recreation Commission will meet on Tuesday April 26.

Our first Movies in the Park will be Friday May 6 at Tuckasee Park.

Springfest is Saturday May 7, and our May Food Truck Friday will be on Friday May 13 on North Main.

Incident Disposition Totals by Offense

MOUNT HOLLY POLICE

(03/01/2016 - 03/31/2016)

Offense:	Arrest/No Supp.:	Arrest/Oth. Agency:	Death of Offender:	Vic. Ref. to Cooper.:	Prosecut. Declined:	Extradit. Declined:	Located Missing:	Unfound.:	Reported:	Actual:	Further Invest.:
0410 - Aggravated Assault	2	0	0	0	2	0	0	0	4	4	0
0510 - Burglary - Forcible Entry	1	0	0	0	0	0	0	0	6	6	5
0520 - Burglary - Non-Forced Entry	0	0	0	0	0	0	0	0	2	2	2
0640 - Larceny - From Motor Vehicle	0	0	0	0	0	0	0	0	3	3	3
0660 - Larceny - From Buildings	0	0	0	0	0	0	0	0	1	1	1
0690 - Larceny - All Other Larceny	1	0	0	0	0	0	0	0	8	8	6
0790 - Motor Vehicle Theft - All Other Motor Vehicles	0	0	0	0	0	0	0	0	1	1	1
0810 - Simple Physical Assault	3	0	0	0	2	0	0	0	8	8	3
0820 - Simple Non-Physical Assault	0	0	0	0	0	0	0	0	1	1	0
0890 - Simple Assault- All Other Simple Assault	2	0	0	0	0	0	0	0	4	4	2
1015 - Forgery - Using/Uttering	0	0	0	0	0	0	0	0	4	4	2
1023 - Counterfeiting - Selling/Distributing	0	0	0	0	0	0	0	0	1	1	1
1026 - Counterfeiting - Using	0	0	0	0	0	0	0	0	1	1	0
1110 - Fraud - Worthless Checks	0	0	0	0	0	0	0	0	1	1	1
1120 - Fraud - Obtaining Money/Property by False Pretense	1	0	0	0	1	0	0	0	5	5	2
1140 - Fraud - Unauthorized Use of Conveyance	0	0	0	0	1	0	0	0	2	2	1
1150 - Fraud - Credit Card/Automated Teller Machine	0	0	0	0	0	0	0	0	1	1	0
1170 - Fraud - Impersonation	0	0	0	0	2	0	0	0	2	2	0
1180 - Fraud - Wire/Computer/Other Electronic Manipulation	0	0	0	0	1	0	0	0	2	2	1
1190 - Fraud - All Other Fraud	2	0	0	0	0	0	0	0	4	4	1
1330 - Possessing/Concealing Stolen Property	1	0	0	0	0	0	0	0	1	1	0
1400 - Criminal Damage to Property (Vandalism)	2	0	0	0	1	0	0	0	13	13	7

Incident Disposition Totals by Offense

MOUNT HOLLY POLICE

(03/01/2016 - 03/31/2016)

Offense:	Arrest/No Supp.:	Arrest/Orth. Agency:	Death of Offender:	Vic. Ref. to Cooper.:	Prosecut. Declined:	Extradit. Declined:	Located Missing:	Unfound.:	Reported:	Actual:	Further Invest.:
1550 - Using Weapons (Illegal Discharge)	0	0	0	0	0	0	0	0	1	1	1
1810 - Drug Violations	6	0	0	0	0	0	0	0	8	8	0
1833 - Drug Violations - Equipment/Paraphernalia - Selling	1	0	0	0	0	0	0	0	1	1	0
1834 - Drug Violations - Equipment/Paraphernalia - Possessing/Concealing	2	0	0	0	0	0	0	0	3	3	0
1890 - Drug Violations - All Other Drug Violations	3	0	0	0	0	0	0	0	3	3	0
1944 - Gambling - Equipment Violations - Possessing/Concealing	0	0	0	0	0	0	0	0	4	4	4
1946 - Gambling - Equipment Violations - Using	0	0	0	0	0	0	0	0	4	4	4
2030 - Child Neglect (Non-Assaultive)	0	0	0	0	0	0	0	0	1	1	1
2100 - DWI - Alcohol and/or Drugs	1	0	0	0	0	0	0	0	1	1	0
2212 - Possessing/Concealing - Tax Paid Liquor	1	0	0	0	0	0	0	0	1	1	0
2290 - All Other Liquor Law Violations	1	0	0	0	1	0	0	0	2	2	0
2650 - Escape From Custody or Resist Arrest	3	0	0	0	0	0	0	0	3	3	0
2670 - Trespassing	1	0	0	0	0	0	0	0	2	2	1
2690 - All Other Offenses	4	0	0	0	0	0	0	0	6	6	0
4010 - All Traffic (except DWI)	3	0	0	0	0	0	0	1	4	3	0
4020 - Suicide	0	0	0	0	0	0	0	1	1	0	0
4040 - Non-Criminal Detainment (Involuntary Commitment)	0	0	0	0	0	0	0	1	3	2	0
9910 - Calls for Service	1	0	0	0	0	0	1	1	8	7	0
Totals:	42	0	0	0	11	0	1	4	131	127	50

Arrest Status/Disposition Totals by Offense

MOUNT HOLLY POLICE

(03/01/2016 - 03/31/2016)

Offense:	Further Invest.:	Inactive:	Closed/ Cleared:	Arrest/No Supp.:	Arrest/No Invest.:	Felony:	Misd.:	Juvenile:	Adult:	Offense:
0410 - Aggravated Assault	0	0	3	2	1	0	3	0	3	3
0510 - Burglary - Forcible Entry	0	0	1	1	0	1	0	0	1	1
0640 - Larceny - From Motor Vehicle	0	0	1	0	1	0	1	0	1	1
0810 - Simple Physical Assault	0	0	3	3	0	0	3	0	3	3
0820 - Simple Non-Physical Assault	0	0	2	0	2	0	2	0	2	2
0890 - Simple Assault- All Other Simple Assault	0	0	2	2	0	1	1	0	2	2
1120 - Fraud - Obtaining Money/Property by False Pretense	0	0	1	1	0	1	0	0	1	1
1190 - Fraud - All Other Fraud	0	0	4	3	1	2	2	0	4	4
1330 - Possessing/Concealing Stolen Property	0	0	2	2	0	1	1	0	2	2
1400 - Criminal Damage to Property (Vandalism)	0	0	5	2	3	0	5	0	5	5
1810 - Drug Violations	0	0	7	7	0	5	2	0	7	7
1833 - Drug Violations - Equipment/Paraphernalia - Selling	0	0	1	1	0	0	1	0	1	1
1834 - Drug Violations - Equipment/Paraphernalia - Possessing/Concealing	0	0	1	1	0	0	1	0	1	1
1890 - Drug Violations - All Other Drug Violations	0	0	3	3	0	2	1	0	3	3
2100 - DWI - Alcohol and/or Drugs	0	0	1	1	0	0	1	0	1	1
2290 - All Other Liquor Law Violations	0	0	1	1	0	0	1	0	1	1
2640 - Contempt of Court, Perjury, Court Violations	0	0	12	1	11	1	11	0	12	12
2650 - Escape From Custody or Resist Arrest	0	0	3	3	0	0	3	0	3	3
2670 - Trespassing	0	0	2	1	1	0	2	0	2	2
2690 - All Other Offenses	0	0	5	5	0	0	5	0	5	5
4010 - All Traffic (except DWI)	0	0	5	3	2	0	5	0	5	5
4040 - Non-Criminal Detainment (Involuntary Commitment)	0	0	1	0	1	0	0	0	1	1
Totals:	0	0	66	43	23	14	51	0	66	66

Citation Totals by Charge

MOUNT HOLLY POLICE

(03/01/2016 - 03/31/2016)

Charge:	Number of Charges:
Speeding (Misdemeanor)	7
Speeding (Infraction)	22
Seat Belt	9
DWI	1
No Operator License	9
Driving While License Revoked	7
Expired Registration	10
Inspection	7
Failure To Stop (Stop Sign/Flashing Red Light)	1
Running Red Light	2
No Insurance	1
Possess/Consume Alcohol - Passenger	2
Failure To Reduce Speed	3
Other (Misdemeanor)	9
Other (Infraction)	5
Other (2nd Charge - Misdemeanor)	13
Other (2nd Charge - Infraction)	7
Total:	115

Mt Holly PD
400 E CENTRAL AV MT HOLLY , NC 28120
CFS By Department - Select Department By Date
For MOUNT HOLLY POLICE 3/1/2016 - 3/31/2016

MOUNT HOLLY POLICE	Count Per Type	Type Percent for Dept
ALARM B	26	1.65%
ALARM R	27	1.71%
ALCOHOL VIOLATION	1	0.06%
ANIMAL COMPLAINT	3	0.19%
ASSAULT AL OCC	4	0.25%
ASSAULT IN PROG	1	0.06%
ASSAULT W/ WEAPON	1	0.06%
ASSIST CITY DEPARTMENT	2	0.13%
ASSIST FD/EMS	18	1.14%
ASSIST LE AGENCY	24	1.52%
ASSIST OTHER	15	0.95%
ATTEMPTED B & E	1	0.06%
B & E BUSINESS AL OCC	2	0.13%
B & E OF BUSINESS IN PROGRESS	1	0.06%
B & E RES AL OCC	7	0.44%
B & E RES IN PROG	3	0.19%
B & E TO VEHICLE ALR OCC	3	0.19%
B & E VEHICLE IN PROGRESS	1	0.06%
BANK ESCORT	5	0.32%
CHECK ROADWAY	11	0.70%
CHECK THE WELFARE	15	0.95%
CHILD ABUSE AL OCC	2	0.13%
CHILD CUSTODY	4	0.25%
CIVIL DISPUTE	16	1.01%
CODE ENFORCEMENT	1	0.06%
COMM SERV SPECIAL EVENT	29	1.84%
COMMUNICATING THREATS	5	0.32%
COUNTERFEIT MONEY	2	0.13%
COURT	14	0.89%
DAMAGE TO PROPERTY	7	0.44%
DISCHARGE FIREARM	10	0.63%
DISTURBANCE NATURE UNK	6	0.38%
DOMESTIC ARGUMENT	14	0.89%
DOMESTIC ASSAULT	11	0.70%
DRUGS	4	0.25%
FIGHT MULTIPLE SUBJ	5	0.32%
FOLLOW UP INVESTIGATION	38	2.41%
FOOT PATROL	3	0.19%
FOOT PURSUIT	1	0.06%
FOUND PROPERTY	6	0.38%
FRAUD	16	1.01%
FUNERAL ESCORT	8	0.51%
GAMBLING	1	0.06%

MOUNT HOLLY POLICE	Count Per Type	Type Percent for Dept
HANGUP 911	6	0.38%
HARRASSMENT	1	0.06%
HIT & RUN PD	3	0.19%
INFORMATION ONLY	40	2.53%
INTOXICATED DRIVER	8	0.51%
INTOXICATED PEDESTRIAN	3	0.19%
JUVENILE	10	0.63%
JUVENILE SEX ASSAULT AL OCC	1	0.06%
K9 DEPLOYMENT	2	0.13%
LARCENY AL OCC	17	1.08%
LARCENY IN PROG	3	0.19%
LICENSE CHECK	1	0.06%
LITTERING	1	0.06%
LOST PROPERTY	1	0.06%
MENTAL COMMITMENT	4	0.25%
MISC CALL	3	0.19%
MISSING PERSON ADULT	2	0.13%
MISSING PERSON JUVENILE	2	0.13%
MV COLLISION PD	37	2.34%
MV COLLISION PI	4	0.25%
NOISE VIOLATION	11	0.70%
OBTAINING WARRANT	2	0.13%
PARKING VIOL	7	0.44%
PERSONAL ESCORT	25	1.58%
PROWLER	8	0.51%
PUBLIC NUISANCE BIKES/SKATEBOARDS/ATV/DIRT BIKES	9	0.57%
RECOVER STOLEN PROPERTY	1	0.06%
SCHOOL RES OFFICER	60	3.80%
SCHOOL TRAFFIC	3	0.19%
SEARCH WARRANT	1	0.06%
SERVE WARRANT	10	0.63%
SHOOTING IN DWELLING	2	0.13%
SOLICITATION	2	0.13%
SPECIAL ASSIGNMENT	34	2.15%
SPECIAL CHECK	522	33.04%
STOLEN VEH IN PROGRESS	1	0.06%
STOLEN VEHICLE AL OCC	6	0.38%
STRANDED MOTORIST	27	1.71%
SUBJECT WITH A GUN/WEAPON	2	0.13%
SUICIDAL SUBJECT	1	0.06%
SUSPICIOUS PERSON	32	2.03%
SUSPICIOUS VEH OCCUP	47	2.97%
SUSPICIOUS VEH UNOCCUP	22	1.39%
TRAFFIC OTHER	23	1.46%
TRAFFIC STOP	173	10.95%
TRESPASS	11	0.70%
UNAUTHORIZED USE OF CONVEYANCE	1	0.06%
VANDALISM AL OCC	5	0.32%

MOUNT HOLLY POLICE**Count Per Type****Type Percent for Dept**

VERBAL ARGUMENT	7	0.44%
WORTHLESS CHECK	2	0.13%
Total Records For MOUNT HOLLY POLICE	1580	Dept Calls/Total Calls 100.00%
Total Records	1580	

PUBLIC WORKS REPORT

	FEBRUARY	2016	2015	2014
Water				
Daily Average (mgd)		2.405	2.438	2.479
Daily Maximum (mgd)		2.997	3.507	3.200
Daily Minimum (mgd)		1.996	1.490	2.000
Monthly Total (mg)		69.733	68.262	69.420
Customers				
Inside City Limits		5746	5631	5472
Outside City Limits		484	494	487
TOTAL		6230	6125	5959
Wastewater				
Daily Average (mgd)		2.588	2.082	2.331
Daily Maximum (mgd)		3.666	2.658	3.326
Daily Minimum (mgd)		1.433	1.060	0.990
Monthly Total Flow (mg)		75.041	58.301	65.264
American & Efird Total Flow (mg)		16.199	14.260	16.291
Customers				
Inside City Limits		5363	5254	5115
Outside City Limits		55	59	57
TOTAL		5418	5313	5172
Sanitation				
Number of Customers				
Residential		5025	4903	4744
Commercial / Industrial		150	148	147
Recycling		5135	4997	4832
Garbage Collected (tons)		324.93	288.06	327.89
General Yardwaste (tons)		46.48	24.10	21.42
Chipping (tons)		0.00	0.00	0.00
Leaves (tons)		0.00	0.00	0.00
Total Yardwaste (tons)		46.48	24.10	21.42
White Goods (tons)		0.00	0.00	0.00
Recycling (tons)		85.02	75.52	51.20