



Regular Board Meeting
Monday, November 10, 2025
6:00 PM- Town Hall Commissioners Room

Call to Order- Mayor Tony Lapish

Invocation- Pastor Matt Hansen from St. John's Lutheran Church

Pledge of Allegiance- Mayor Tony Lapish

1. Public Forum

(Please state name, address and limit comments to 3 minutes or less)

2. Conflict of Interest

The Mayor and Commissioners are asked at this time to reveal if they have a Conflict of Interest with any item on the Agenda in order to be recused for that item.

(No member shall be excused from voting except upon matters involving the consideration of the member's own financial interest or official conduct or on matters on which the member is prohibited from voting under G.S. 14-234 or 160D-109(a). NC State Statute 160A-75 and no public official shall knowingly participate in making or administering a contract, including the award of money in the form of a grant, loan, or other appropriation, with any nonprofit with which that public official is associated. NC State Statute 14-234.3)

3. Approve Agenda (Pages 1-2)

4. Consent Agenda (Pages 3-21)

- A. Minutes October 14, 2025 (pages 3-6)
- B. 2026 Town Board Meeting Schedule (page 7)
- C. 2026 Holiday Schedule (page 8)
- D. Proclamation for Veterans Day 2025 (page 9)
- E. Budget Amendment #7 AIA Projects (page 10)
- F. Budget Amendment #9 Adjustment for Builder Purchased Water Meters (page 11)
- G. Capital Project Ordinance for #31 Water Treatment Plant-DBP SRP-D-134-004
(previously approved by email vote due to urgency for reimbursement) (pages 12-17)
- H. Amended Audit Contract with Tony Brewer, CPA (page 18-20)
- I. Resolution to Exempt Inundation Study from G.S. 143-64.31 (page 21)

5. Staff Reports (Pages 22-51)

- A. Town Asst. Manager- Planning & Economic Development Director - Erin Burris
(pages 22-28)
- B. Town Clerk/Finance Officer - Amy Schueneman (includes Project Cost updates
pages 29-33)
- C. Human Resources/Events- Crystal Smith (page 34)
- D. Code Enforcement - Jim Sells (pages 35-40)
- E. Public Works- Derek Linker (page 41)
- F. Fire Department-Dustin Sneed (page 42)
- G. Cabarrus County Sheriff's Department (pages 43-51)

TOWN OF MOUNT PLEASANT

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6 Old Business (Page 52)

A. Receive update on the status of:

- Lower Adams Creek Sewer Outfall Project
- Water Distribution Improvements Project
- Water Treatment Plant Renovation Project

7. New Business (Pages 53-71)

A. Consider increasing the water/sewer deposit from \$125 to \$150 and requiring a deposit for each water/sewer account, including property management companies, starting January 1, 2026. (page 53)

B. Health Insurance Premium Increases (pages 54-55)

C. Consider approving engineering contract with McAdams for Downtown Parking Lot Drawings. (pages 56-71)

8. Adjournment

All agenda items and attachments are considered public records.

If you would like a copy of the Agenda Packet, which includes all documents related to the Board meeting, please visit <https://mtpleasantnc.gov> and look under the Government Tab to see the packet, agenda, and prior Board Minutes

Closed Session minutes are unavailable until released by the Board and/or the Town Attorney.



NORTH CAROLINA

**Board of Commissioners
Town Board Meeting Minutes
Tuesday, October 14, 2025 at 6:00 P.M.**

Attendance: Mayor Tony Lapis
Mayor Pro-Tem/Commissioner Lori Furr
Commissioner Chris Carter
Commissioner Steven Dixon
Commissioner William Meadows
Commissioner Justin Simpson
Town Administrator Randy Holloway (absent, Asst. Town Manager Erin Burris)
Town Attorney John Scarbrough
Town Clerk Amy Schueneman

Also Present: Crystal Smith, Ashley Starnes & spouse, Ally Schueneman, Deputy O Grimes, Deputy C Smith, Mike Steiner, Brian & Rita Gilmore, Pastor Earl Bradshaw, and Mike Steiner.

CALL TO ORDER

Mayor Tony Lapis called the meeting to order.

INVOCATION

Pastor Earl Bradshaw of Mt. Pleasant Methodist Church led the Board in prayer.

PLEDGE OF ALLEGIANCE

Mayor Lapis led the Pledge of Allegiance.

1. Public Forum

No one spoke.

2. Conflict of Interest

The Mayor and Commissioners are asked at this time to reveal if they have a Conflict of Interest with any item on the Agenda in order to be recused for that item.

(No member shall be excused from voting except upon matters involving the consideration of the member's own financial interest or official conduct or on matters on which the member is prohibited from voting under G.S. 14-234 or 160D-109(a). NC State Statute 160A-75 and no public official shall knowingly participate in making or administering a contract, including the award of money in the form of a grant, loan, or other appropriation, with any nonprofit with which that public official is associated. NC State Statute 14-234.3)

No one had a conflict of interest.

3. Approve Agenda

Mayor Lapis added:

Add on : Consent Agenda I: Resolution to Allow Assistant Town Manager to Sign Any Official Documents When Town Manager is Unable to Sign for State Grant Projects

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A motion to approve the amended Agenda was made by Commissioner Furr with a second by Commissioner Meadows. All Board Members were in favor. (5-0)

4. Consent Agenda

- A. Minutes September 9, 2025
- B. PFAS Settlement Payment #2 letter
- C. Budget Amendment #2 Change Order #1 Water Project
- D. Budget Amendment #5 Change Order #2 Water Project
- E. Budget Amendment #6 Change Order #1 Sewer Project
- F. Resolution of Designation of Applicant's Agent for NCDEM grant application
- G. Approve a 2.4% increase to the North Carolina State Retirement System employer's contribution rate from 14.35% to 16.75%.
- H. Approve part-time and elected officials being able to self-contribute, through payroll deduction, to the State of North Carolina Retirement System 401K program beginning January 1, 2026.
- I. **Add On:** Resolution to Allow Assistant Town Manager to Sign Anny Official Documents When Town Manager is Unable to Sign for State Grant Projects

Commissioner Simpson made a motion to approve the amended Consent Agenda with a second by Commissioner Furr. All Board Members were in favor. (5-0)

5. Staff Reports

- A. Town Manager-Randy Holloway
- B. Town Asst. Manager- Planning & Economic Development Director -
- C. Town Clerk/Finance Officer - Amy Schueneman
- D. Human Resources/Events- Crystal Smith
- E. Code Enforcement/Grant Writer- Jim Sells
- F. Public Works- Daniel Crowell
- G. Fire Department-Dustin Sneed
- H. Cabarrus County Sheriff's Department

6. Public Hearing

A. ANX 2025-02 Byrd Property

A motion to open the Public Hearing was made by Commissioner Furr with a second by Commissioner Meadows. All Board Members were in favor. (5-0)

Erin Burris reminded the Board at the September meeting that the Clerk's Certificate of Sufficiency was accepted as well as adopting the Resolution to set the Public Hearing for this meeting. The report was presented at the September meeting and based on the information in the report the results were considered "favorable."

No one spoke during the Public Hearing.

A motion to close the Public Hearing was made by Commissioner Furr with a second by Commissioner Meadows. All Board Members were in favor. (5-0)

Ms. Burris asked that if the Board is in favor of the petition, the motion for the petition would also include the annexation.

A motion to approve the voluntary contiguous annexation was made by Commissioner Simpson with a second by Commissioner Furr. All Board Members were in favor. (5-0)

7. Old Business

A. Receive update on the status of:

Ms. Burris distributed a sheet (*included in the Minute Book*) containing information about all the projects by the Town within the last two years:

- Fire Station renovation & expansion
- McAllister Park upgrades
- 4+ miles of water lines installed
- 4+ miles of sewer lines installed
- 12 worst sewer manholes replaced
- Water Treatment Plant rehabbed
- 12 streets/3+ miles paved
- Utilized approximately \$16.8 million in grants & \$9 million in low interest loans

Water Distribution Improvements Project

Map of the current status of the water line project was displayed to show completed water lines and where State Utility Contractors are currently working. Work crossed Hwy 73 onto S. Main St. and is progressing quickly towards Lee St. Work on W. Franklin St. from Skyland Dr. has reached Eagle St. and will reach S. Halifax by next week. A crew is working inward on E. Franklin St. towards the square and are near A St. N. Main St. was supposed to be open; however, there were delays from tying in Hardee's to the new line and paving. N. Main St. should be open on Friday. 2-5 days later digital signage will be moved on W. Franklin St. to notify travelers of the closure from Main St. to S. Halifax which should last 2 months. The area will be open to local traffic and businesses. NC DOT has required the closure due to narrow width of street. Expectation is for the project to finish in December.

Lower Adams Creek Sewer Outfall Project

The project is $\frac{3}{4}$ completed. The blasting part of the project is over. The two branches down from Summer Street Pump Station and Pasture Pump Station have been completed. Elite Infrastructure is currently working under Mt. Pleasant Rd South to connect the line. Expectation is for the project to finish in December.

Water Treatment Plant Renovation Project

This project is also $\frac{3}{4}$ completed. The upgrades to the water "trains" by WesTech to the Water Treatment Plant have been completed. The Powder Activated Carbon (PAC) system has been delivered. The building to house the PAC system has been constructed. NC DEQ has preliminarily approved the well to be used with the PAC system. The Town is waiting on the final DEQ approval for the engineering of the PAC integration to the water system. The ground storage tank has been cleaned and coated. Awaiting the arrival of pipe and pump fabrication for the ground storage tank and the clear well to be installed. Plant Operators went to Monroe to see how the PAC system operates. The plant is anticipated to be operational in December.

A motion to consider approving a contract with Harper General Contractors to repair/replace pumps, motors, and piping for ground storage tank and clear well was made by Commissioner Furr with a second by Commissioner Simpson. All Board Members were in favor. (5-0) (*previously approved by email due to urgency*)

B. Discussion on Christmas Parade and Tree Lighting

Crystal Smith asked the Board to provide guidance on how the Christmas Parade and Tree Lighting would look like this year. If the Board would like to move forward with the events this year, announcements and postings are ready to go out this week.

Commissioner Carter expressed concern for the safety of parade participants and observers due to the closure of W. Franklin St. for construction and N. Main St. for the parade, if some type of emergency occurred.

Discussion concerning the state of the roads led to the decision to add to the Parade Application words of caution to participants about possible walking hazards along the parade route.

Consensus of the Board was to move forward with the Parade and Tree Lighting.

8 Adjournment

With nothing else to come before the Board, Commissioner Furr made a motion to adjourn. Commissioner Meadows seconded the motion. All Board Members were in favor. (5-0)

Town Clerk reminded the Board the November meeting would be held on Monday, November 10th due to the Veterans Day Holiday.

By our signatures, the following minutes were approved as submitted on Monday, November 10th, 2025 in the Regular Meeting.

Town Clerk Amy Schueneman

Mayor Tony Lapis



**Town Board of Commissioners
Regular Business Meetings
2026 Schedule**

All meetings start at 6:00 pm at Town Hall
Other called special meeting may be held throughout the year.

Tuesday, January 13

Tuesday, February 10

Tuesday, March 10

Saturday, March 21 8am-Noon (Annual Budget Workshop)

Tuesday, April 14

Tuesday, May 12

Tuesday, June 9

Tuesday, July 14

Tuesday, August 11

Tuesday, September 8

Tuesday, October 13

Tuesday, November 10

Tuesday, December 8

Adopted November 10, 2025

Attested by:

Mayor Tony Lapis

Amy Schueneman, Town Clerk

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2026 Holiday Schedule

The Town of Mount Pleasant follows the State of North Carolina's holiday schedule. Dates for 2026 are listed below.

New Year's Day	Thursday, January 1, 2026
Martin Luther King, Jr. Birthday	Monday, January 19, 2026
Good Friday	Friday, April 3, 2026
Memorial Day	Monday, May 25, 2026
Independence Day	Friday, July 3, 2026
Labor Day	Monday, September 7, 2026
Veterans Day	Wednesday, November 11, 2026
Thanksgiving	November 26 & 27, 2026
Christmas	December 24, 25 & 28, 2026

The Town of Mount Pleasant Board of Commissioners approves the 2026 Holiday Schedule on November 10, 2025.

Amy Schueneman, Town Clerk

Mayor Tony Lapis

SEAL



Proclamation for Veterans Day 2025

WHEREAS, the freedoms we enjoy as Americans have been purchased and maintained at a high price throughout our history; and

WHEREAS, since the establishment of the original 13 states, Americans have been willing to fight and die to preserve their individual rights as guaranteed in the United States Constitution and the Bill of Rights; and

WHEREAS, we owe a great debt to those who have served in defense of this nation; and

WHEREAS, throughout the generations, their sacrifices have preserved our unique form of government dedicated to human rights and respect for the individual; and

WHEREAS, for many, that sacrifice had ended in permanent injury or death, yet their spirit remains in the continued preservation of our freedoms and the promise of liberty established as an example for all the oppressed persons of the world; and

WHEREAS, in honor of these dedicated men and women, we pledge our continued defense of our nation so that their sacrifice will stand before the entire world as a tribute to the spirit and determination of people dedicated to the principles of freedom and democracy.

NOW, THEREFORE, I, Tony Lapish, Mayor of the Town of Mount Pleasant, North Carolina, by the virtue of the authority vested in me as Mayor, do hereby urge all citizens to honor our Veterans and call upon all Veterans to wear their medals in observance of Veterans Day so that all will have the opportunity to express appreciation for their service.

IN WITNESS WHEREOF I have set my hand and caused the Great Seal of the Town of Mount Pleasant to be affixed this 10th day of November 2025.

Tony Lapish, Mayor

SEAL

Attest: Amy Schueneman, Town Clerk

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Revenue Adjustments

Expenditure Adjustments

Totals	\$0.00	\$650,000.00	\$650,000.00	\$1,300,000.00
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Budget Amendment #7 AIA Projects

Prepared by: Amy Schueneman Date: 11/10/2025 Approved by: _____

Posted by: Amy Schueneman Date:

Revenue Adjustments

Expenditure Adjustments

Totals		\$38,000.00	\$17,065.00	\$17,065.00	\$72,130.00
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Prepared by: Amy Schueneman Date: 11/10/2025 Approved by: _____

Posted by: Amy Schueneman Date:

MOUNT PLEASANT
EST. 1859
NORTH CAROLINA

Capital Project Ordinance

Be it ORDAINED by the Governing Board of the Town of Mount Pleasant, North Carolina, that pursuant to section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital Project Ordinance is hereby adopted.

Section 1: The Project authorized is the Mount Pleasant Water Treatment Plant-DBP (Project # SRP-D-134-0004) to be financed by Directed Projects Grant from 2023 Appropriations Act, Session Law 2023-134.

Section 2: The officers of this unit are hereby directed to proceed with the capital project within the terms of the board resolution, grant documents and the budget contained herein.

Section 3: The following amounts are appropriated for the project:

Engineering	\$ 95,275.50
Construction	\$721,118.10
Equipment Repair & Replacement	\$168,606.40
TOTAL	\$985,000.00

Section 4: The following revenues are anticipated to be available to complete this project:

Directed Projects Grant	\$985,000.00
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Section 5: The Finance Officer is hereby directed to maintain within the capital project fund sufficient specific detailed accounting records to satisfy the requirements of the grantor agency, the grant agreements, and federal regulations. The terms of the bond resolution also shall be met.

Section 6: Funds may be advanced from the Water/Sewer Fund for the purpose of making payments as due. Disbursement requests should be made to the grantor agency in an orderly and timely manner.

Section 7: The Finance Officer is directed to report, on a quarterly basis, on the financial status of each project element in section 3 and on the total grant/loan revenues received or claimed.

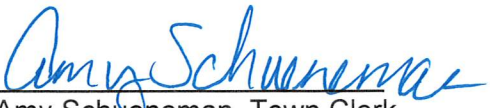
Section 8: The Finance Officer is directed to include a detailed analysis of past and future costs and revenues for this capital project in every budget submission made to this board.

Section 9: Copies of this capital project ordinance shall be furnished to the Clerk to the Governing Board, and to the Finance Officer for direction in carrying out this project.

Duly adopted this 28th day of October, 2025.


Tony Lapish, Mayor




Amy Schueneman, Town Clerk

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Amy Schueneman

From: Chris Carter
Sent: Monday, October 27, 2025 2:59 PM
To: Amy Schueneman
Subject: Re: URGENT-Please look over and reply

Yes

Get [Outlook for iOS](#)

From: Amy Schueneman <amy@mtpleasantnc.gov>
Sent: Monday, October 27, 2025 11:54:52 AM
To: Chris Carter <ccarter51.cc@gmail.com>; Chris Carter <carterc@mtpleasantnc.us>; Crystal Smith <smithc@mtpleasantnc.us>; Erin Burris <burrise@mtpleasantnc.us>; John Scarbrough (jfs@sandslegal.net) <jfs@sandslegal.net>; Justin Simpson <jsimpson@multiply.church>; Justin Simpson <simpsonj@mtpleasantnc.us>; Lori Furr <furrl@mtpleasantnc.us>; Randy Holloway <hollowayr@mtpleasantnc.us>; Steven Dixon <dixons@mtpleasantnc.us>; Tony Lapisht <lapisht@mtpleasantnc.us>; William Meadows <wmeadows@mtpleasantnc.us>
Subject: URGENT-Please look over and reply

Good rainy morning,
Attached is a Grant Project Ordinance for the Water Treatment Plant renovation. Because the plans kept changing concerning what needed to be done at the Water Treatment Plant, a Budget Ordinance was never presented to the Board. In order to receive reimbursement funds from DEQ, the Town Board needs to approve the budget for the \$985,000.

Please look at the Ordinance and let me know if you approve "YES" or do not approve "NO". To comply with Open Meeting Law, please respond only to me.

I would like to have all your responses back to me by tomorrow afternoon, so that Richard and I can forward to the State on Wednesday morning. Ordinance and Responses will be on the Consent Agenda for November 10th.

Thanks!

Amy Schueneman, CMC, NCCMC

Town Clerk/Finance Officer

Phone: 704-436-9800 ext 1002

Email: amy@mtpleasantnc.gov

Web: www.mtpleasantnc.gov

Address: 8590 Park Dr.

PO Box 787

Mt. Pleasant, NC 28124

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Amy Schueneman

From: Justin Simpson
Sent: Monday, October 27, 2025 11:59 AM
To: Amy Schueneman
Subject: Re: URGENT-Please look over and reply

Yes.

Justin E. Simpson
Town Commissioner | [Town of Mount Pleasant](#)
O: (704) 425-1676
E: simpsonj@mtpleasantnc.us
8590 Park Dr.
Mount Pleasant, NC 28124

On Oct 27, 2025, at 11:54 AM, Amy Schueneman <amy@mtpleasantnc.gov> wrote:

Good rainy morning,
Attached is a Grant Project Ordinance for the Water Treatment Plant renovation. Because the plans kept changing concerning what needed to be done at the Water Treatment Plant, a Budget Ordinance was never presented to the Board. In order to receive reimbursement funds from DEQ, the Town Board needs to approve the budget for the \$985,000.

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Thanks!

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<Grant Project Ordinance SRP-D-134-0004.pdf>

Amy Schueneman

From: William Meadows
Sent: Monday, October 27, 2025 11:59 AM
To: Amy Schueneman
Subject: Re: URGENT-Please look over and reply

Yes

From: Amy Schueneman <amy@mtpleasantnc.gov>
Sent: Monday, October 27, 2025 11:54:52 AM
To: Chris Carter <ccarter51.cc@gmail.com>; Chris Carter <carterc@mtpleasantnc.us>; Crystal Smith <smithc@mtpleasantnc.us>; Erin Burris <burrise@mtpleasantnc.us>; John Scarbrough (jfs@sandslegal.net) <jfs@sandslegal.net>; Justin Simpson <jsimpson@multiply.church>; Justin Simpson <simpsonj@mtpleasantnc.us>; Lori Furr <furrl@mtpleasantnc.us>; Randy Holloway <hollowayr@mtpleasantnc.us>; Steven Dixon <dixons@mtpleasantnc.us>; Tony Lapish <lapisht@mtpleasantnc.us>; William Meadows <wmeadows@mtpleasantnc.us>
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Amy Schueneman

From: Lori Furr
Sent: Monday, October 27, 2025 11:56 AM
To: Amy Schueneman
Subject: Re: URGENT-Please look over and reply

Yes

Get Outlook for iOS

From: Amy Schueneman <amy@mtpleasantnc.gov>
Sent: Monday, October 27, 2025 11:54:52 AM
To: Chris Carter <ccarter51.cc@gmail.com>; Chris Carter <carterc@mtpleasantnc.us>; Crystal Smith <smithc@mtpleasantnc.us>; Erin Burris <burrise@mtpleasantnc.us>; John Scarbrough (jfs@sandslegal.net) <jfs@sandslegal.net>; Justin Simpson <jsimpson@multiply.church>; Justin Simpson <simpsonj@mtpleasantnc.us>; Lori Furr <furrl@mtpleasantnc.us>; Randy Holloway <hollowayr@mtpleasantnc.us>; Steven Dixon <dixons@mtpleasantnc.us>; Tony Lapisht <lapisht@mtpleasantnc.us>; William Meadows <wmeadows@mtpleasantnc.us>
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Amy Schueneman

From: Steven Dixon
Sent: Monday, October 27, 2025 7:05 PM
To: Amy Schueneman
Subject: Re: URGENT-Please look over and reply

Yes, I approve

SRD

From: Amy Schueneman <amy@mtpleasantnc.gov>
Sent: Monday, October 27, 2025 11:54:52 AM
To: Chris Carter <ccarter51.cc@gmail.com>; Chris Carter <carterc@mtpleasantnc.us>; Crystal Smith <smithc@mtpleasantnc.us>; Erin Burris <burrise@mtpleasantnc.us>; John Scarbrough (jfs@sandslegal.net) <jfs@sandslegal.net>; Justin Simpson <jsimpson@multiply.church>; Justin Simpson <simpsonj@mtpleasantnc.us>; Lori Furr <furrl@mtpleasantnc.us>; Randy Holloway <hollowayr@mtpleasantnc.us>; Steven Dixon <dixons@mtpleasantnc.us>; Tony Lapisht <lapisht@mtpleasantnc.us>; William Meadows <wmeadows@mtpleasantnc.us>
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Mt. Pleasant, NC 28124

The Town of Mount Pleasant is an equal opportunity provider, employer, and lender.

Whereas	Primary Government Unit Town of Mount Pleasant
and	Discretely Presented Component Unit (DPCU) (if applicable) N/A
and	Auditor Tony Brewer CPA PC

entered into a contract in which the Auditor agreed to audit the accounts of the Primary Government Unit and DPCU (if applicable)

for	Fiscal Year Ending 06/30/25	and originally due on	Audit Report Due Date 10/31/2025
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hereby agree that it is now necessary that the contract be modified as follows.

☒ Modification to date	Original due date 10/31/2025	Modified due date 12/31/25
☐ Modification to fee	Original fee	Modified fee

Primary Other
(choose 1)(choose 0-2)

Reason(s) for Contract Amendment

- | | | |
|----------------------------------|--------------------------|--|
| ☐ | ☐ | Change in scope |
| ☐ | ☐ | Issue with unit staff/turnover |
| ☐ | ☐ | Issue with auditor staff/workload |
| ☐ | ☐ | Third-party financial statements not prepared by agreed-upon date |
| ☐ | ☐ | Unit did not have bank reconciliations complete for the audit period |
| ☐ | ☐ | Unit did not have reconciliations between subsidiary ledgers and general ledger complete |
| ☐ | ☐ | Unit did not post previous years adjusting journal entries resulting in incorrect beginning balances in the general ledger |
| ☐ | ☐ | Unit did not have information required for audit complete by the agreed-upon time |
| ☐ | ☐ | Delay in component unit reports |
| ☐ | ☐ | Software - implementation issue |
| ☐ | ☐ | Software - system failure |
| ☐ | ☐ | Software - ransomware/cyberattack |
| ☐ | ☐ | Natural or other disaster |
| ☒ | ☐ | Other (please explain) |

Plan to Prevent Future Late Submissions

If the amendment is submitted to extend the due date, please indicate the steps the unit and auditor will take to prevent late filing of audits in subsequent years. Indicate NA if this is an amendment due to a change in cost only.

Original due was mistakenly entered as 10/31/2025.

Additional Information

Please provide any additional explanation or details regarding the contract modification.

Original due was mistakenly entered as 10/31/2025.

By their signatures on the following pages, the Auditor, the Primary Government Unit, and the DPCU (if applicable), agree to these modified terms.

SIGNATURE PAGE

AUDIT FIRM

Audit Firm* Tony Brewer CPA PC	
Authorized Firm Representative* (typed or printed) Tony Brewer	Signature*
Date*	Email Address

GOVERNMENTAL UNIT

Governmental Unit* Town of Mount Pleasant	
Date Primary Government Unit Governing Board Approved Amended Audit Contract* (If required by governing board policy)	
Mayor/Chairperson* (typed or printed)	Signature*
Date	Email Address

Chair of Audit Committee (typed or printed, or "NA") NA	Signature
Date	Email Address

GOVERNMENTAL UNIT – PRE-AUDIT CERTIFICATE

ONLY REQUIRED IF FEES ARE MODIFIED IN THE AMENDED CONTRACT

(Pre-audit certificate not required for hospitals)

Required by G.S. 159-28(a1) or G.S. 115C-441(a1)

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

Primary Governmental Unit Finance Officer* NA	Signature*
Date of Pre-Audit Certificate*	Email Address*

SIGNATURE PAGE – DPCU
(complete only if applicable)

DISCRETELY PRESENTED COMPONENT UNIT

DPCU N/A	
Date DPCU Governing Board Approved Amended Audit Contract (If required by governing board policy)	
DPCU Chairperson (typed or printed)	Signature
Date	Email Address

Chair of Audit Committee (typed or printed, or "NA") NA	Signature
Date	Email Address

DPCU – PRE-AUDIT CERTIFICATE

ONLY REQUIRED IF FEES ARE MODIFIED IN THE AMENDED CONTRACT

(Pre-audit certificate not required for hospitals)

Required by G.S. 159-28(a1) or G.S. 115C-441(a1)

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

DPCU Finance Officer (typed or printed) NA	Signature
Date of Pre-Audit Certificate	Email Address



RESOLUTION EXEMPTING INUNDATION STUDY FROM G.S. 143-64.31

WHEREAS, G.S. 143-64.31 requires the initial solicitation and evaluation of firms to perform architectural, engineering, surveying, construction management-at-risk services, and design-build services (collectively "design services") to be based on qualifications and without regard to fee; and

WHEREAS, the Town of Mount Pleasant proposes to enter into one or more contracts for design services for work on an Inundation Study; and

WHEREAS, G.S. 143-64.32 authorizes units of local government to exempt contracts for design services from the qualifications-based selection requirements of G.S. 143-64.31 if the estimated fee is less than \$50,000; and

WHEREAS, the estimated fee for design services for the above-described project is less than \$50,000.

NOW, THEREFORE, THE TOWN OF MOUNT PLEASANT RESOLVES:

Section 1. The above-described project is hereby made exempt from the provisions of G.S. 143-64.31.

Section 2. This resolution shall be effective upon adoption.

Adopted the 10th day of November, 2025 by the Town of Mount Pleasant Board of Commissioners.

Mayor Tony Lapis

Attest:

Amy Schueneman, Town Clerk

TOWN OF MOUNT PLEASANT

An equal opportunity provider, employer, and lender.

8590 Park Drive | PO Box 787 | Mount Pleasant, NC 28124 | 704.436.9800 | mtpleasantnc.gov



To: Planning & Zoning Board
From: Erin Burris, AICP, Assistant Town Manager & Planning Director
Date: November 10, 2025
Re: Monthly Update for Planning, Economic Development, & Infrastructure Projects

Active Planning & Zoning Cases

SUB 2026-01 PLEASANT SPRINGS SUBDIVISION (& REZ 2026-01)

Description: Proposed major subdivision preliminary plat for 89 lot single-family residential subdivision. Property was initially annexed into the Town limits in 2019 and zoned RH and C-2. Applicant proposes rezoning 7.3 acres of C-2 zoning to RH zoning.

Location: 5122 & 5130 NC Highway 49 N (near intersection of Hwy. 49 and Cold Springs Rd.)

Cabarrus PIN: 5660-34-5579

Current Zoning: RH Residential High Density (approx. 31.5 acres) & C-2 General Commercial (approx. 7.3 acres)

Proposed Zoning: Request to rezone 7.34 acres of C-2 to RH, All other zoning to remain the same

Area: approx. 38.8 acres

Proposed Density: 2.3 dwelling units per acre

Estimated Sewer Capacity Usage: 20,025 gpd (Town Board approval required for allocation)

Current Status: Application received. Plat to be distributed to Technical Review Committee (TRC) for review.

Will be scheduled for Planning & Zoning Board review following TRC review.

SITE 2025-01 HARRIS MUSTANG SUPPLY

Description: Request construct a 12,000 square foot building with office, retail, and warehouse space

Location: 6705 NC Highway 49 N

Cabarrus PIN: 5660-34-5579

Zoning: CZ I-1 Light Industrial

Area: approx. 4.93 acres

Estimated Sewer Capacity Usage: 0 gpd (project to utilize well and septic)

Current Status: Construction underway.

SUB 2025-01 N. MAIN STREET INFILL SUBDIVISION

Description: Preliminary plat for proposed 15-lot infill subdivision on N. Main Street.

Location: 800 & 826 N. Main Street

Cabarrus PINs: 5670-16-6055 & 5670-15-7981

Current Zoning: RM Residential Medium Density

Area: approx. 7.5 acres

Proposed Density: 2.0 dwelling units per acre

Estimated Sewer Capacity Usage: 3,375 gpd

Current Status: Preliminary Plat reviewed by Technical Review Committee (TRC). Comments provided to engineer April 7, 2025. No revised plan received. Has not been scheduled for Planning & Zoning Board review.

SITE 2024-01 UWHARRIE BANK

Description: Construction of new approximately 6,000sf bank building

Location: 8320 W. Franklin St.

Cabarrus County Parcel Number(s): 5670-13-6357

Current Zoning: CC Center City

Area: 3.707 acres (approximately 1 acre portion of site to be used)

Estimated Sewer Capacity Usage: existing tap for previous building

Current Status: Zoning permit issued. Construction underway.

SUB 2020-03 BRIGHTON PARK

Description: 178-lot single-family subdivision with community clubhouse and pool. Plans for development of this property were originally initiated in 2008.

Applicant: Niblock Homes

Location: Southwest corner of NC Highway 73 and NC Highway 49

Cabarrus County Parcel Number: 5660-56-4096, 6785, 8647, & 9681

Zoning: RM Residential Medium Density

Area: approx. 86.77 acres

Density: 2.05 dwelling units per acre

Estimated Sewer Capacity Usage: 28,560gpd for first three phases and 14,160gpd for last two phases (42,720gpd total, allocated in development agreement 6/17/2022)

Current Status: Phase 1 Final Plat (58 lots) recorded. Bonded improvements being completed. Zoning Permits being issued (13 issued to date).

SUB 2017-01 GREEN ACRES

Description: 37-lot single-family subdivision. Plans for development of this property were originally initiated in 2008.

Location: NC Highway 73 at Sloop Arthur Drive and Green Acres Circle

Cabarrus County Parcel Number(s): 5651-70-6355

Zoning: RM CZ Conditional Residential Medium Density

Area: approx. 14.92 acres

Density: 2.28 dwelling units per acre

Estimated Sewer Capacity Usage: 8,880gpd (allocated in development agreement 7/12/2022)

Current Status: Final Plat recorded. Bonded improvements are being completed. Zoning Permits being issued (28 issued to date).

Code of Ordinances

During Fiscal Year 25-26, codification and updates to Part 4 Public Works and Part 6 Licensing and Regulation will be completed.

WSACC Sewer Treatment Capacity Allocation

The WSACC Wastewater Capacity Distribution #1 Memo dated July 22, 2025 shows that Mount Pleasant has a total of 123,864gpd of allocation. Distribution #13 added 3,709gpd to Mount Pleasant's allocation. The Town's updated sewer allocation spreadsheet shows 29,421gpd of non-strategic reserve (equivalent of 130 homes) and 11,173gpd of strategic reserve remaining to be allocated through the 30MGD Rocky River Regional Wastewater Treatment Plant (RRWWTP) expansion. Currently there are pending requests for 38,475gpd for residential development proposals. Allocation expires after two years, if developments have not moved forward with construction plans. WSACC flow acceptance expires after two years following construction plan approval.

Permits

October permit list is attached at end of report.

Infrastructure Projects

Information on all infrastructure projects is provided on the Town's project website at <https://mpncfuture.com/>. Below is a summary of project descriptions, overall schedule, funding sources, and status from the website:

EMPIRE DRIVE SEWER PUMP STATION AND SEWER LINE - COMPLETE

- **Project Description:** This project retires the old Mountainbrook and Food Lion Pump Stations and serves the new Brighton Park subdivision. Click [here](#) to see a composite map of all proposed sewer improvements.
- **Schedule:** Work is scheduled to begin in the late spring of 2024 and be completed before spring 2025.
- **Funding Source:** Portion of \$6,048,000 USDA Low Interest Loan
- **Status:** Project Complete

SEWER LINE AND MANHOLE REHABILITATION (A, B, C, WADE, AND REID STREETS) - COMPLETE

- **Project Description:** This project will replace old clay sewer lines and manholes with new sewer lines and manholes along C Street, B Street, A Street, Wade Street, and Reid Street. Click [here](#) to see a composite map of all proposed sewer improvements.
- **Schedule:** Work is expected to begin at the end of August 2024 and be completed by December 2024. Street paving is also part of this project.
- **Funding Source:** Remainder of \$6,048,000 USDA Low Interest Loan
- **Status:** Project Complete

WATER DISTRIBUTION IMPROVEMENTS (12-INCH WATER MAINS) - IN PROGRESS

- **Project Description:** This project will replace old 6-inch water lines (most installed in 1937) with new 12-inch water mains along Main Street (North Drive to Lee Street), Franklin Street (Skyland Drive to Blueberry Street), Cook Street (Main Street to N. Washington Street), and Highway 49 (Main Street to Highway 73 interchange). This is a total of approximately 4 miles of waterline. This project will improve both water quality and fire flow throughout the Town. Click [here](#) to view the proposed improvements map.
- **Schedule:** This project is scheduled to begin February 10, 2025 with completion by the end of the year.
- **Funding Source:** \$9,988,029 State Budget allocation from federal ARPA funds
- **Status:** In progress - Approximately 80% complete. Information about road closures and service interruptions will be posted on social media. Latest update can be viewed at <https://mpncfuture.com/Dev/ID/1043/Waterline-Project-Monthly-Update--October-29-2025>

LOWER ADAMS CREEK SEWER OUTFALL - IN PROGRESS

- **Project Description:** This project was originally planned to be completed by the Water and Sewer Authority of Cabarrus County (WSACC) in 2009. The project never came to fruition, so the Town is picking up the project where it left off. This project will retire the Summer Street and Pasture pump stations. Click [here](#) to view the proposed Lower Adams Creek Sewer Outfall map. Click [here](#) to see a composite map of all proposed sewer improvements.
- **Schedule:** This project is scheduled to begin March 3, 2025 with completion by March 2026.
- **Funding Source:** \$5,822,971 State Budget allocation from federal ARPA funds
- **Status:** In Progress - Approximately 85% complete. Latest update can be viewed at <https://mpncfuture.com/Dev/ID/1044/Lower-Adams-Creek-Sewer-Outfall-Project-Monthly-Update-October-29-2025>

WATER INTAKE & TREATMENT IMPROVEMENTS - IN PROGRESS

- **Project Description:** The Town has been working with the North Carolina Department of Environmental Quality (NCDEQ) and three different consulting engineers to determine the necessary water intake and treatment upgrades and changes to improve drinking water quality and bring disinfection byproduct levels into compliance. All internal components and filter media the Water Treatment Plant are being replaced, a new Powder Activated Carbon (PAC) system is being installed, and the ground storage tank will be cleaned and coated and have new pipes and pumps installed. The Town plans to utilize a well to feed the PAC system and supplement the water from Dutch Buffalo Creek.
- **Schedule:** Recommendations from engineering firms were provided in February 2025. The implementation and installation of improvements began March 2025 and will take place in phases as funding is available. The water treatment plant will be shut down to complete water treatment plant, PAC, and ground storage improvements August through November of 2025. Water will be purchased from the City of Concord during this time.
- **Funding Source:** \$1,000,000 State Budget allocation (redirected by technical correction in state budget from S. Skyland Drive/Allman Road extension water lines). Additional funding is being pursued to complete needed improvements.
- **Status:** In progress-Approximately 85% complete. Water Treatment Plant upgrades have been completed. Powder Activated Carbon (PAC) system has been delivered and building constructed. NCDEQ has approved well. Waiting on final NCDEQ approval of engineering for PAC integration. Ground storage tank has been cleaned and coated. Waiting on pump and pipe fabrication for ground storage. System still connected to Concord water due to fabrication delays. Plant anticipated to be operational by December.

N. WASHINGTON STREET SIDEWALK - IN ENGINEERING

- **Project Description:** The Town adopted an NCDOT-funded Pedestrian Project Acceleration Plan in 2020 and has been pursuing funding to complete priority sidewalk segments since that time. The first sidewalk project will complete 900 feet of sidewalk, curb & gutter on the southern end of N. Washington St. between Park Drive and E. Franklin Street. This also includes a new stormwater culvert and slightly wider travel lanes. Phase 2 on S. Washington Street is not included in this project.
[N. Washington Street cut-sheet excerpt from Project Acceleration Plan](#)
- **Schedule:** Engineering and permitting is currently underway. The project is expected to go to bid late in 2025. Preparations are being made to either move or remove the house at 8563 E. Franklin Street (currently owned by the Town) to facilitate this project.
- **Funding Source:** In the state's 2023 budget, \$2.7 million was directed to the Town of Mount Pleasant to complete priority sidewalk segments.
- **Status:** Volkert Engineering is finalizing engineering plans for the N. Washington Street Sidewalk/Curb & Gutter project. Hydraulics engineer to seal final design. Engineer is preparing right-of-way acquisition exhibits. Anticipated to go to bid late fall to early winter to begin construction by Spring 2026.

FRANKLIN STREET SIDEWALKS - IN PRELIMINARY ENGINEERING

- **Project Description:** The Town adopted an NCDOT-funded Pedestrian Project Acceleration Plan in 2020 and has been pursuing funding to complete priority sidewalk segments since that time. There were three segments identified on Franklin Street: Duchess Drive to Halifax Street, Halifax Street to Main Street, and Main Street to Blueberry Street. The Town worked with NCDOT to design a project for one or more of these segments to stay within available funds. Click here for excerpts from the Project Acceleration Plan. Each segment is being evaluated for feasibility with available funds.
[Franklin Street \(Duchess Drive to Halifax Street\) cut-sheet from Project Acceleration Plan](#)
[Franklin Street \(Halifax Street to Main Street\) cut-sheet from Project Acceleration Plan](#)
[Franklin Street \(Main Street to Blueberry Street\) cut-sheet from Project Acceleration Plan](#)

After getting cost estimates from NCDOT, it was determined that only the E. Franklin Street section of sidewalk, curb & gutter between Main Street and Blueberry Street could be completed with available funding. This segment was chosen because of it will also be able to correct several stormwater issues along the corridor.

- **Schedule:** NCDOT provided a timeline that shows completion of E. Franklin Street sidewalk during 2029. There is currently no funding source identified for completion of sidewalk on W. Franklin Street.
- **Funding Source:** Estimated project cost-\$3.2 million. Funding from remainder of \$2.7 million state directed grant (after completion of N. Washington Street) as min. 20% match with federal CMAQ/CRP grant funding. A grant deadline extension has been requested in order to complete the E. Franklin Street sidewalk project.
- **Status:** Due to updated cost estimates, staff is currently working with NCDOT to design and administer sidewalk, curb & gutter improvements on E. Franklin Street, which will also help with stormwater issues in that area and can be coordinated with the Downtown Stormwater project.

DOWNTOWN SOUTHWEST QUADRANT PARKING – IN ENGINEERING

- **Project Description:** The Town's Comprehensive Plan, adopted in 2017 and updated in 2025 includes a strategy to improve downtown parking. McAdams Engineering prepared a conceptual parking plan for the southwest quadrant of downtown which will provide approximately 160 parking spaces when complete. [Downtown Southwest Quadrant Parking Conceptual Plan](#)
- **Schedule:** Project engineering is scheduled to begin in November 2025 with estimated completion of Phase 1 parking by the end of 2026. Completion of other phases depends on cost estimates.
- **Funding Source:** Town General Fund (cost estimate being prepared)
- **Status:** McAdams Engineering has prepared a revised scope of work for engineering the Downtown Southwest Quadrant Public Parking that will incorporate a portion of the engineered stormwater improvements from the Downtown Stormwater Construction Plans. Implementation of this project will ensure that all existing and new parking in the southwest quadrant of downtown is paved. Contract proposal is scheduled for approval at November 10 Town Board meeting.

DOWNTOWN STORMWATER MITIGATION & UTILITY DUCT BANK - IN ENGINEERING / GRANT APPLICATION

- **Project Description:** Since Hurricane Florence in 2018, the Town has been working with NCDOT, Duke Energy, Windstream, Spectrum and contract engineers to implement necessary improvements to the Downtown stormwater system and place overhead utilities into underground duct bank. In 2020, the Town received a federal grant to study the stormwater issues in downtown and to update the Mount Pleasant National Register Historic District documentation in an effort to protect historic buildings. Following the completion of the study, it was determined that stormwater inlets and conveyances in downtown were undersized. The utility duct bank installation was an identified strategy in both the 2017 Comprehensive Plan and the update of the plan adopted in 2025 in order to achieve the goal to "cultivate a vibrant and attractive downtown atmosphere that residents and visitors enjoy while enhancing community character through the preservation of historic resources." The project involves the installation of properly sized inlets and conveyances along N. Main Street, W. Franklin Street, beside and behind the Old Barringer Motors building, and under Barringer Drive as well as the installation of underground utility duct bank within one block each direction of the Square (intersection of Highway 73 and Main Street). [Downtown Stormwater Study Existing Conditions](#) [Utility Duct Bank Schematic](#) [Comprehensive Plan Illustration](#)
- **Schedule:** The project had originally been scheduled to run concurrently with the waterline project. However, the FEMA Building Resilient Infrastructure in Communities (BRIC) grant program, which the project had been selected for, was cancelled in April of 2025 by the current federal administration. Click [here](#) to view article about cancellation. The Town is now attempting to apply for a FEMA Hazard Mitigation Fund Grant through the NC Department of Public Safety while the state of North Carolina is

pursuing the reinstatement of the BRIC grant through the courts. This pushes the original timeline back approximately four years, with an estimated completion date of 2029, if the Town is able to secure funding. The Town will attempt to work with NCDOT to complete the portion of the project that is located within the state right-of-way concurrently with the E. Franklin Street sidewalk project. The Town will attempt to complete the portions not within the state right-of-way concurrently with the downtown southwest quadrant parking lot project in 2026.

- **Funding Source:** \$4.5-6 million. 2022 FEMA BRIC grant cancelled. Town pursuing Hazard Mitigation Fund Program (HMFP) grant.
- **Status:** Staff submitted the first draft of the Hazard Mitigation Grant application packet to the North Carolina Department of Public Safety for initial review on October 6. If the draft is advanced by NCDPS, final application is due to FEMA in December.

October 2025 Zoning Permits

Permit #	Date	Cab. Co. #	Add. #	Street Name	Town/ETJ	Type	Permit Description	Applicant	Notes
Z-2025-102	10/1/2025	5670-05-7279	937	Page St.	Town	Addition	Addition to home	Oscar Lopez	
Z-2025-103	10/1/2025	5670-48-5815	8819	Crestwood Dr.	Town	Addition	Deck replacement	Common Grounds Management	
Z-2025-104	10/1/2025	5660-46-3854	6817	Glen Abbey Ln.	Town	New	Single-family home	Niblock Homes	Brighton Park
Z-2025-105	10/20/2025	5651-80-0215	32	Wendall Ln.	Town	New	Single-family home	Smith Douglas Homes	Green Acres
Z-2025-106	10/20/2025	5651-80-0107	24	Wendall Ln.	Town	New	Single-family home	Smith Douglas Homes	Green Acres
Z-2025-107	10/20/2025	5660-95-9711	7921	W. Franklin St.	Town	Accessory	Storage Shed	Mark Allen	

6 Zoning Permits

Financial Report as of October 31, 2025

General Fund Accts	General Checking	141004681	\$168,093.23
	General Fund MM at First Bank	145001846	\$192,107.51
	General Fund MM (NCCMT)	47042544	\$1,041,800.01
	General Fund 42% MM at First Bank	145002316	\$3,355.88
	General Fund 42% MM (NCCMT)	47033535	\$1,306,905.20
	Façade Grant	145002508	\$26,130.57
	Park Development (Uwharrie)	4100403078	\$1,225.63
	Payroll Checking	1410014231	\$119,107.31
	Powell Bill	1410014745	\$73,130.29
	Retiree Insurance	145002176	\$2,580.42
	Retiree Insurance (NCCMT)	47048558	\$25,930.65
Water/Sewer accts	WS Checking	141006536	\$145,654.02
	WS Money Market	145002141	\$7,113.55
	WS Money Market (NCCMT)	47042551	\$1,025.24
	Debt Setoff (NCCMT)	47316567	\$1,126.77
	Dredging Fund (Uwharrie)	4100907181	\$296.00
	USDA- Debt Service Reserve Fund (DSRF)	145002397	\$5,000.89
	USDA- (DSRF)Payment Reserve (NCCMT)	47045711	\$279,166.23
	USDA- (SLARF) Short Lived Asset Rep (NCCMT)	47049929	\$126,908.07
Capital Reserve Accts	Infrastructure & Streets	145002675	\$48,972.71
	Police Vehicles	141005415	\$24,161.73
Capital Projects	CMAQ Capital Project	141006560	\$127,618.72
	USDA Capital Project	141005386	\$142,929.19
	State Funded-Sewer Project	145002780	\$186,674.18
	State Funded Water Projects	145002810	\$984,937.84
	USDA (Uwharrie-Loan funds-savings)	7990350165	\$496,309.95
	State Grant-WTP Grant	141007931	\$4,882.35
	State Grant- \$100,000 capital/equipment	141007958	\$99,155.74
	State Grant- \$2.7M for Sidewalks	141007923	\$167,190.23
	State Grant- \$2.7M for Sidewalks(NCCMT)	47046750	\$2,531,663.80
	Downtown Storm Drainage Improvement	141007737	\$2,791.52
	Parking Lot- S Main Cap Proj	141007729	\$3,001.10
Fire Dept.	Fire & Rescue Relief Fund	145000958	\$2,500.09
	Fire & Rescue Relief Fund (NCCMT)	47047733	\$51,575.08
	FD-Radio Reserves	141006145	\$11,568.97
	FD Capital Reserve -Vehicles	141004711	\$20,846.22

TOTAL	\$8,433,436.95
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FY2024-2025		General Fund			
APPROVED		MONTH	YEAR		
FY2025-2026		TO DATE	TO DATE	REMAINING	PERCENT
		(Encumbered)			
Revenues	\$3,073,588.00		\$713,390.62	\$2,360,197.38	23%
Expenditures	\$3,073,588.00	\$42,907.91	\$813,390.03	\$2,260,197.97	28%
APPROVED		Water Sewer Fund			
FY2025-2026		MONTH	YEAR		
		TO DATE	TO DATE	REMAINING	PERCENT
		(Encumbered)			
Revenues	\$1,620,751.00		\$606,391.38	\$1,014,359.62	37%
Expenditures	\$1,620,751.00	\$29,667.92	\$1,180,066.03	\$440,684.97	75%

TOWN OF MOUNT PLEASANT
COMPARISON BUDGET VS ACTUAL -October 2025

	CURRENT BUDGET	YTD ACTUAL	DIFFERENCE
GENERAL GOVERNMENT			
Town Hall	114,973.00	67,079.60	47,893.40
Governing Body	40,068.00	10,006.22	30,061.78
Admin	328,155.00	96,639.03	231,515.97
Planning & Zoning	122,556.00	38,598.62	83,957.38
	605,752.00		393,428.53
PUBLIC SAFETY			
Law Enforcement	247,339.00	61,996.38	185,342.62
Fire Department	1,208,662.00	336,524.98	872,137.02
	1,456,001.00		1,057,479.64
PUBLIC WORKS			
Operations Center	61,840.00	18,752.52	43,087.48
Streets	240,029.00	32,851.59	207,177.41
Sanitation	173,586.00	42,389.32	131,196.68
Buildings & Grounds	95,475.00	31,876.06	63,598.94
	570,930.00		445,060.51
CULTURE/REC	94,571.00	20,289.40	74,281.60
DEBT SERVICE			
Debt Service Principal	230,543.00	66,876.28	163,666.72
Debt Service Interest	109,032.00	31,982.41	77,049.59
	339,575.00		339,575.00
TOTAL	3,066,829.00	20,289.40	2,309,825.28
WATER/SEWER			
Admin	275,515.00	148,610.60	126,904.40
Operations Center	24,140.00	8,673.60	15,466.40
Water	193,215.00	71,142.65	122,072.35
Sewer	441,279.00	130,348.98	310,930.02
Water Treatment Plant	438,177.00	192,200.41	245,976.59
	1,372,326.00		1,372,326.00
DEBT SERVICE			
Debt Service Principal	109,671.00	3,105.18	106,565.82
Debt Service Interest	138,753.00	1,271.02	137,481.98
	248,424.00	4,376.20	244,047.80
TOTAL	1,620,750.00	8,752.40	1,611,997.60
COMBINED	4,687,579.00	29,041.80	4,658,537.20

#26 State Grant-Waterline Capital Project (\$9,988,029)

<u>Date</u>	<u>To/From</u>	<u>check #</u>	<u>Amount</u>	<u>Reason</u>	<u>Remaining Balance</u>
	STATE ARPA GRANT		\$9,988,029.00		\$9,988,029.00
9/1/2022	LKC Engineering, PLLC	1001	-\$11,700.00	Invoice #22-2626	\$9,976,329.00
9/12/2022	LKC Engineering, PLLC	1002	-\$11,700.00	Invoice #22-2661	\$9,964,629.00
9/22/2022	LKC Engineering, PLLC	1003	-\$5,850.00	Invoice 22-2536	\$9,958,779.00
12/19/2022	LKC Engineering, PLLC	1004	-\$11,700.00	Invoice# 22-2931	\$9,947,079.00
1/17/2023	LKC Engineering, PLLC	1005	-\$11,700.00	Invoice# 23-3037	\$9,935,379.00
2/16/2023	LKC Engineering, PLLC	1006	-\$11,700.00	Invoice # 23-3134	\$9,923,679.00
3/22/2023	LKC Engineering, PLLC	1007	-\$11,700.00	Invoice# 23-3176	\$9,911,979.00
4/19/2023	LKC Engineering, PLLC	1008	-\$5,850.00	Invoice# 23-3253	\$9,906,129.00
5/11/2023	LKC Engineering, PLLC	1009	-\$5,850.00	Invoice # 23-3388	\$9,900,279.00
6/21/2023	LKC Engineering, PLLC	1010	-\$11,700.00	Invoice# 23-3424	\$9,888,579.00
7/19/2023	LKC Engineering, PLLC	1011	-\$5,850.00	Invoice# 23-3533	\$9,882,729.00
7/26/2023	Purchased 200 Checks	ACH	-\$337.02	Purchased 200 Checks for account	\$9,882,391.98
10/12/2023	LKC Engineering, PLLC	1021	-\$74,100.00	Reference# 4926	\$9,808,291.98
11/9/2023	LKC Engineering, PLLC	1022	-\$29,900.00	Reference# 4926 Batch# 986399	\$9,778,391.98
12/7/2023	LKC Engineering, PLLC	1023	-\$29,900.00	Reference# 4926 Batch 1006562	\$9,748,491.98
1/26/2024	NC DEQ	1025	-\$400.00	Reference# 620 Batch 1026828	\$9,748,091.98
1/26/2024	NC DEQ	1024	-\$900.00	Reference # 620 Batch 1026828	\$9,747,191.98
2/13/2024	LKC Engineering, PLLC	1026	-\$14,950.00	Inv 24-4114	\$9,732,241.98
4/16/2024	LKC Engineering, PLLC	1027	-\$14,950.00	Inv 24-4234	\$9,717,291.98
7/17/2024	LKC Engineering, PLLC	1028	-\$14,950.00	Inv 24-4499	\$9,702,341.98
9/5/2024	First Bank	1029	-\$490.66	Ad for bids in Independent Tribune	\$9,701,851.32
9/9/2024	Greater Diversity News	1030	-\$329.52	ad for bids	\$9,701,521.80
9/20/2024	LKC Engineering, PLLC	1031	-\$16,400.00	Inv 24-4711	\$9,685,121.80
10/18/2024	LKC Engineering, PLLC	1032	-\$26,000.00	inv 24-4819	\$9,659,121.80
11/4/2024	First Bank CC	1033	-\$420.37	2nd ad for bids Independent Tribune	\$9,658,701.43
11/8/2024	LKC Engineering, PLLC	1034	-\$9,000.00	Inv 24-4869	\$9,649,701.43
1/10/2024	LKC Engineering, PLLC	1035	-\$16,650.00	Inv 24-5047	\$9,633,051.43
1/27/2025	NC DEQ Stormwater Permit	E-check	-\$120.00	annual stormwater permit	\$9,632,931.43
2/19/2025	LKC Engineering, PLLC	1036	-\$15,700.00	Inv 25-5142	\$9,617,231.43
5/9/2025	LKC Engineering, PLLC	1037	-\$15,700.00	Inv 25-5219	\$9,601,531.43
5/9/2025	State Utility Contractors	1038	-\$694,983.00	Pay App 1	\$8,906,548.43
5/9/2025	State Utility Contractors	1039	-\$32,688.66	Pay App 1 Sales Tax	\$8,873,859.77
6/20/2025	LKC Engineering, PLLC	1040	-\$15,700.00	Inv 25-5337	\$8,858,159.77
6/20/2025	State Utility Contractors	1041	-\$494,384.25	Pay App 2	\$8,363,775.52
6/26/2025	LKC Engineering, PLLC	1042	-\$54,950.00	Inv 25-5429 and 25-5530	\$8,308,825.52
6/26/2025	State Utility Contractors	1043	-\$1,020,242.58	Pay App #3 & #4	\$7,288,582.94
7/22/2025	Water Works Metrology, LLC	1044	-\$5,315.11	Inv 3025254- large water meter sizes	\$7,283,267.83
9/3/2025	LKC Engineering, PLLC	1045	-\$54,950.00	Inv 25-5633 & Inv 25-5743	\$7,228,317.83
9/3/2025	State Utility Contractors	1046	-\$717,679.11	Pay App #5	\$6,510,638.72
10/6/2025	LKC Engineering, PLLC	1047	-\$23,550.00	Inv 25-5856	\$6,487,088.72
10/6/2025	State Utility Contractors	1048	-\$1,239,536.41	Pay App #6 & #7	\$5,247,552.31
10/31/2025	LKC Engineering, PLLC	1049	-\$23,550.00	Inv 25-5962	\$5,224,002.31
10/31/2025	State Utility Contractors	1050	-\$860,670.49	Pay App #8	\$4,363,331.82

#27 State Grant-Sewer-Lower Adams Creek Sewer Project (\$4,921,715)

<u>Date</u>	<u>To/From</u>	<u>check #</u>	<u>Amount</u>	<u>Reason</u>	<u>Remaining Balance</u>
	STATE ARPA GRANT		\$4,921,715.00		\$4,921,715.00
2/16/2024	LKC Engineering	1001	-\$15,700.00 Invoice# 23-3137		\$4,906,015.00
3/22/2023	LKC Engineering	1002	-\$7,850.00 Invoice# 23-3175		\$4,898,165.00
4/19/2023	LKC Engineering	1003	-\$7,850.00 Invoice# 23-3252		\$4,890,315.00
5/11/2023	LKC Engineering	1004	-\$31,400.00 Invoice# 23-3387		\$4,858,915.00
6/21/2023	LKC Engineering	1005	-\$15,700.00 Invoice# 23-3425		\$4,843,215.00
7/19/2023	LKC Engineering	1006	-\$31,400.00 Invoice# 23-3532		\$4,811,815.00
7/26/2023	200 Checks for account	ACH	-\$348.26 Checks for account		\$4,811,466.74
8/21/2023	LKC Engineering	1021	-\$31,400.00 Inv 23-3601		\$4,780,066.74
9/11/2023	LKC Engineering	1022	-\$31,400.00 Inv 23-3631		\$4,748,666.74
10/12/2023	LKC Engineering	1023	-\$31,400.00 Inv 23-3718		\$4,717,266.74
12/7/2023	LKC Engineering	1024	-\$15,700.00 Inv 23-3881		\$4,701,566.74
1/23/2024	LKC Engineering	1025	-\$15,700.00 Inv 24-4011		\$4,685,866.74
2/12/2024	NC DEQ	1027	-\$1,300.00 Erosion Control Permit		\$4,684,566.74
2/13/2024	NC DEQ	1028	-\$600.00 Sewer Extension Fast Track App		\$4,683,966.74
3/9/2024	LKC Engineering	1029	-\$31,400.00 Inv 24-4166		\$4,652,566.74
4/16/2024	LKC Engineering	1030	-\$15,700.00 Inv 24-4230		\$4,636,866.74
7/17/2024	LKC Engineering	1031	-\$34,410.00 Inv 24-4544		\$4,602,456.74
9/5/2024	First Bank	1033	-\$455.51 Ad for bids in Independent Tribune		\$4,602,001.23
9/9/2024	Greater Diversity News	1034	-\$300.88 Ad for bids		\$4,601,700.35
9/20/2024	LKC Engineering	1035	-\$7,200.00 inv 24-4759		\$4,594,500.35
10/18/2024	LKC Engineering	1036	-\$20,000.00 Inv 24-4815		\$4,574,500.35
1/10/2025	LKC Engineering	1037	-\$5,000.00 Inv 24-5046		\$4,569,500.35
1/27/2025	DEMLR Stormwater Permit	E-check	-\$120.00 annual permit NCC250278		\$4,569,380.35
2/10/2025	LKC Engineering	1038	-\$27,200.00 Inv 24-4759, 24-4815		\$4,542,180.35
2/19/2025	LKC Engineering	1039	-\$13,823.18 Inv 25-5141		\$4,528,357.17
5/16/2025	Elite Infrastructure Group	1040	-\$68,091.25 Pay App #1		\$4,460,265.92
5/16/2025	LKC Engineering	1041	-\$13,700.00 Inv 25-5218		\$4,446,565.92
6/1/2025	Elite Infrastructure Group	1042	-\$852,791.25 Pay App #2		\$3,593,774.67
6/1/2025	LKC Engineering	1043	-\$13,700.00 Inv 25-5336		\$3,580,074.67
7/11/2025	Elite Infrastructure Group	1044	-\$100,000.00 Pay App #3 advance		\$3,480,074.67
7/28/2025	Elite Infrastructure Group	1045	-\$100,000.00 Pay App #3 advance		\$3,380,074.67
7/29/2025	Elite Infrastructure Group	1046	-\$550,671.00 Pay App # 3 & #4		\$2,829,403.67
7/29/2025	LKC Engineering	1047	-\$54,800.00 Inv 25-5428 and 25-5529		\$2,774,603.67
8/25/2025	Elite Infrastructure Group	1048	-\$200,000.00 Advance Pay App #5		\$2,574,603.67
9/4/2025	Elite Infrastructure Group	1049	-\$512,368.50 Pay App #5 & #6		\$2,062,235.17
9/4/2025	LKC Engineering	1050	-\$54,800.00 Inv 25-5632 & Inv 25-5742		\$2,007,435.17
9/26/2025	Elite Infrastructure Group	1051	-\$385,617.75 Pay App #7		\$1,621,817.42
9/26/2025	LKC Engineering	1052	-\$27,400.00 Inv 25-5855		\$1,594,417.42

#31 State Grant- WTP Renovation Capital Project (\$985,000)

<u>Date</u>	<u>To/From</u>	<u>check #</u>	<u>Amount</u>	<u>Reason</u>	<u>Remaining Balance</u>
	STATE GRANT AWARDED		\$985,000.00		\$985,000.00
4/2/2025	WesTech Engineering	1001	-\$124,370.92	Inv 106326	\$860,629.08
7/11/2025	WesTech Engineering	1002	-\$202,586.84	Inv 106326	\$658,042.24
7/11/2025	First Bank Credit Card	1003	-\$31.40	used CC to overnight check to WesTech	\$658,010.84
7/22/2025	NC DEQ	1004	-\$317.00	Public Water Supply Plan Review Fee	\$657,693.84
7/22/2025	Miller Lumber Co.	1005	-\$72.00	wood for SCADA stand at Cold Springs/Hwy 73	\$657,621.84
7/22/2025	Charles R Underwood	1006	-\$4,133.95	Inv 32326 for SCADA installation	\$653,487.89
7/30/2025	Homer Clay Electric	1007	-\$3,953.00	Invoices 1079 & 1080	\$649,534.89
7/30/2025	DA Moore Corp	1008	-\$615.25	Invoice 62587	\$648,919.64
8/5/2025	First Bank Credit Card	1009	-\$7,239.09	Badger (hydrovac) & AL Lowder (dumpster)	\$641,680.55
8/7/2025	Morgan Well & Pump	1010	-\$3,250.00	Inv 20110 test water in old well	\$638,430.55
8/7/2025	Seven Parts Surveying, PLLC	1011	-\$4,675.00	Survey Atwoods property & recomb plat	\$633,755.55
8/15/2025	NORIT	1012	-\$125,190.00	Inv RN25302613 for PAC System	\$508,565.55
9/5/2025	First Bank Credit Card	1013	-\$11.00	certified mail for NORIT check	\$508,554.55
9/5/2025	AL Lowder, Inc	1014	-\$60.61	Inv 180120 dumpster for WesTech	\$508,493.94
9/9/2025	Garver Engineering	1015	-\$61,927.05	Inv 2501169-1 engineering for PAC System	\$446,566.89
9/16/2025	City of Concord	1016	-\$22,652.25	water usage to 9/10/25	\$423,914.64
9/16/2025	Utility Services Co, Inc	1017	-\$47,847.00	Inv 631775 cleaning/ painting clear well	\$376,067.64
9/18/2025	Garver Engineering	1018	-\$9,304.00	Inv 2501169-2	\$366,763.64
9/16/2025	First Bank	ACH	-\$25.00	ACH Wire Fee for purchase of Atwood property	\$366,738.64
9/24/2025	Hartsell & Williams PA	ACH	-\$18,927.00	property purchase at lagoon-8510 Circle Dr.	\$347,811.64
9/25/2025	AL Lowder, Inc	1019	-\$457.22	Inv 180583 empty dumpster	\$347,354.42
10/6/2025	WesTech Engineering	1020	-\$394,160.34	Inv S-INV104884 FINAL payment	-\$46,805.92
10/20/2025	City of Concord	101	-\$65,994.89	water bill	-\$112,800.81
10/24/2025	AL Lowder, Inc	102	-\$160.50	Inv 181038	-\$112,961.31

Loaned funds (\$140,000) from General Fund MM to #31 WTP Project

Reimbursement Request for WesTech expenses (\$721,118.10) will be submitted week of 10/13/2025



Date: November 2025
To: Mayor and Town Board of Commissioners
From: Crystal Smith, Human Resources Director / Events Coordinator *CWS*

Listed below are activities for the month of October 2025.

General Business:

- Attended October Town Board meeting
- Participated in the NC Retirement webinar on 2.4% increase in employer contributions to state retirement
- Attended EDC Communication Committee Meeting

Customer Service Area:

- Generated 1315 bills (which includes 596 ebills) totaling \$124,548
- Sixteen (16) customers were disconnected for non-payment.
- Bill reminder notification to customers on Constant Contact: 190 customers received either email/text notification with 54 opening the notification.
- LEAD Line Surveys: Worked with staff to mail 210 postcards to customers notifying them that the Town is partnering with a contractor, "120 Water," to identify service line materials throughout the water system as part of a new requirement from the US EPA. Notification stated that Contractor "120 Water" will look at the connections around Town located in the right-of-way between November 10 through December 31. Their vehicles will be marked with magnetic signs that say, "Mount Pleasant Project Contractor." Notification also stated there is no cost to the Town or our Customers for this service. This partnership will save hours of staff time.
- Update on installation of meters at Brighton Park and Green Acres Subdivisions:
 - Brighton Park – 17 active meters (out of 178 homes being built). This includes the model home & irrigation meters
 - Green Acres – 18 active meters (out of 27 homes being built).

Human Resources Area:

- Completed 2026 Healthcare open enrollment with full-time employees.
- Continue working on streamlining and uniformity for each description as time allows. Goal is to have all the descriptions updated by the end of the calendar year.
- Distributed 401k enrollment forms to part-time employees.

Events Area:

- Working on Christmas Events: Saturday, December 6, 2025. Parade starts at 3:30 pm, and the Tree Lighting will be at 5:30 pm. We have 37 applications for the parade. WAB #13, Cains Corn Dogs, The Bakery @ Mount Pleasant are food vendors. We will also have face painting, balloon animals, and kids' games.
- Mailed a letter to customers (mail and constant contact) regarding Christmas Parade/Tree Lighting information and a map showing parking, road closures, etc.

CODE ENFORCEMENT/EMERGENCY MANAGEMENT

Monthly report

**The following case load was managed by Code Enforcement/Emergency Management for the month of:
October 2025**

Case Status

New Cases	14
Cases Cleared	17
Monitoring	4
Referred	1

New Cases

Case #	Location	Reference	Status
025-132-C	Brighton Park	Compliance inspection of new construction	C
025-133-C	Greene Acres	Compliance inspection of new construction	O
025-134-GCI	9449 Fisher Road	Golf Cart Inspection – Failed.	O
025-135-C	Barringer Street	Complaint of debris – unfounded	C
025-136-C	Oldenburg	Water Theft – contractor identified and paid for water.	C
025-137-C	Black Run Creek Dam	Review of potential grant opportunity – not applicable	C
025-138-C	8424 Hwy 49, North	Illegal dumping asphalt – referred	O
025-139-C	Public records request	Supplied requested information on open cases/condemned property.	C
025-140-C	Public records request policy	Drafted a public records request policy.	O
025-141-C	Halloween Safety PSA	Developed a PSA for Halloween safety due to the detours causing increase in traffic volume along North Main Street a favorite “haunt” for children out during Halloween. Requested increase patrol from Cabarrus County Sheriff’s Depart to assist with calming traffic.	C
025-142-C	1725 Short Street	RV parked at residence	O
025-143-C	8350 W. Franklin Street	Complaint of a business blocking access and parking for other businesses. Unfounded.	C
025-144-C	1305 N. Main Street	Utility device which fell from the utility lines hanging by safety line above traffic. Referred.	C
025-145-C	1700 Short Street	High grass – Mailed LOI	O

8590 Park Drive : PO Box 787 : Mount Pleasant, North Carolina 28124 : tel. 704-436-9800

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Website: www.mtpleasantnc.org Email: townhall@mtpleasantnc.us

DAILY OPERATIONS SUMMARY

Action	Number
Code Enforcement	24
Emergency Management	2
Golf Cart Inspection	1
Grants	1
Investigation	0
Meeting	0
Other	2
Recheck	22
Sign Sweep	0
Training	1
TOTAL	53



MOUNT PLEASANT

EST. 1858

NORTH CAROLINA

DAILY ACTIVITY LOG OCTOBER 2025				
Day	Address	Case #	Code	Notes
03	N/A	N/A	O	Monthly Report
03	620 Mount Pleasant Rd, W	025-118-C	C	Resent Letter of Inquiry
03	1480 "B" Street	025-125-C	C	Spoke with owner regarding the debris. Ask if I could check on status of blocked storm drains.
06	Brighten Park Subdivision	025-132-C 025-133-C	C	Developed a checklist and map for the Green Acres Subdivision and Brighton Park.
06	Various	025-127-C	C	Email to CCSD regarding recent issue of mini-bike being operated on multiple Town Streets, Down Town and the Park. Requested assistance.
08	9449 Fisher Road	025-134-GCI	GCI	Inspection of golf cart. Failed due to no brake lights.
09	Green Acres Subdivision	025-133-C	C	Completed the Green Acres Subdivision Inspection. Checked each site for driveway width, sidewalk width and posted addresses.
13	Green Acres Subdivision	025-133-C	C	Compiled and submitted report – closed case.
13	Oldenburg Subdivision	025-136-C	C	Theft of water by contractor. Followed contractor to construction site and notified them a permit was required. Contractor had been keeping records of water taken and stopped by later to pay. Also obtained a permit. – closed case.
13	Barringer Street	025-135-C	C	Unfounded – closed case.
13	Filing	N/A	O	N/A
14	Black Run Creek Dam	025-113-C	EM	Begin contacting potential contractors for an inundation study. Responses indicated cost will be in the 12K – 20K range. EOP has already been completed.
14	NCDEQ Dam Safety Grant	025-137-EM	G	Requested to review a grant opportunity for the NC Dam Safety Grant Fund. The grant is for rehabilitation of the dam. Neither of our dams met criteria submitted review, no response – closed case.

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14	8648 East Franklin	025-076-C	R	Permit obtained – closed case.
14	8623 East Franklin	025-078-C	R	POD moved – closed case.
14	Lee Street	025-080-C	R	Debris removed – closed case.
14	1550 S. Main Street	025-083-C	R	Home occupancy operation stopped – closed case.
14	1550 S. Main Street	025-085-C	C	We received additional complaint about livestock (goat) at 1550 South Main Street. Re-opened case.
14	1415 N. Main Street	025-100-C	R	Grass cut – closed case.
14	Ordinance change	025-106-C	R	Ordinance adopted for changes in container storage – closed file
14	Ordinance change	026-107-C	R	Ordinance adopted for changes in junked/abandoned vehicles – closed file
14	8603 Lee Street	025-111-C	R	Animal waste – talked with involved property – closed case.
15	Lincolnton, NC	N/A	T	Public Assistance Training
16	Black Run Creek Dam	025-113-C	EM	Developed a draft Request for Qualifications and sent to Amy for review.
21	8720 Lee Street	025-124-C	R	RV has been moved – closed case.
21	9030 Reid Street	025-128-C	R	Vehicle and debris removed – closed case.
21	291 N. Main Street	025-129-C	R	Debris has been removed – closed case.
21	1874 Rhineland Court	025-104-C	R	Re-checked the property but did not find the truck parked at the residence. Evidence provided by the complainant indicates the truck is still being parked mainly during the weekend.
21	8889 E. Franklin Street	025-120-C	R	Found the RV with slides still deployed. Drafted NOV for review.
21	1550 S. Main Street	025-085-C	R	After receiving multiple video files showing at least one livestock (goat) and a possible potbellied pig (permitted). Drove by property and could not hear anything. The audio with the submitted files indicates the possibility of 2 (two) goats. Drafted a NOV for review.

21	1325 South College Street	025-130-C	R	The vehicle remains in the same location as previously documented. Drafted NOV for vehicle not having a car cover. Upon reaching 60 days, the vehicle will need to be removed, the vehicle will need to be removed or moved to the rear of the property as detailed in the ordinance.
23	620 Mount Pleasant Rd, W	025-118-C	R	Found material still beside roadway sent informational letters relating to garbage pick-up. Property is in ETJ and information from their garbage pick-up was provided (Republic).
23	1874 Rhineland Court	025-113-C	C	Drafted NOV for review.
23	8889 E. Franklin Street	025-120-C	C	Drafted NOV for review.
23	1550 S. Main Street	025-085-C	C	Drafted NOV for review.
23	9850 NC 73-E	025-126-C	R	Checked if a permit had been issued and it had not. Drafted NOV for review.
23	Public records request	025-139-C	C	Public records request for properties with outstanding violation.
23	Public records request policy	025-140-C	C	Drafted a Public Records Request policy and accompanying form. Sent to Town Manager and Attorney for review.
23	8424 NC Hwy 49, N.	025-138-C	C	Discovered construction material and a pile of asphalt dumped behind the property. Called owner and information he provided did not check out. Will send a LOI.
30	Halloween Safety PSA	025-141-EM	O	Requested a PSA due to the increase in traffic due to the construction detour which routes traffic from NC 49 to NC 73 via Main Street. Also spoke with the Sheriff's Department about increasing patrols on Main Street for safety of the children.
30	1725 Short Street	025-142-C	C	I issued an informational letter for RV's after receiving someone living in an RV beside of the residence.

30	8350 W. Franklin Street	025-143-C	C	Complaint about the tire store blocking access to the barber shop and other businesses parking with cones and barricade. Only four (4) cones were found, and all the barber shop parking spaces were open. UNFOUNDED.
30	1305 North Main Street	025-144-C	C	Discovered a "device" hanging from the utility lines at the intersection of North Main and South Walnut Street. Reported to utility company.
30	1550 S. Main Street	025-085-C	C	Issued a NOV for livestock.
30	1325 S. College Street	025-130-C	C	Issued a NOV for junk/abandoned vehicle not covered.
30	1874 Rhineland Court	025-104-C	C	Issued a NOV for parking a commercial vehicle on residential zoned property
30	8424 NC Hwy 49-N	025-138-C	C	Issued a LOI for illegal dumping of asphalt and construction debris.
30	8889 East Franklin St	025-120-C	C	Issued a NOV for RV with slides deployed
31	8861 Wood Street	025-065-C	R	Grass has been mowed – closed case.
31	7913 West Franklin St	025-061-C	R	Owner has gotten permit for bldg. I checked the site and it has not been moved yet. Case was only for getting the permit. – closed case
31	1101 North Main Street	025-110-C	R	Culvert has been repaired – closed case.
31	8625 NC Hwy 49, N	025-109-C	R	Received a call from the property owner requesting clarification of the sign requirements. Resent the information in an email after explaining the requirements to her.
31	1480 B Street	025-125-C	R	Debris has been removed – closed case.

MEMORANDUM

To: Mayor and Town Board

From: Derek Linker, Public Works

Date: November 04, 2025

Please find listed below an update / overview for the month of November 2025

New:

- Completed monthly meter reads
- Water Cut-Offs
- Responded to 1 pump station alarm calls
- Responded to 2 after hour customer calls
- Picked up 12 dump truck loads of brush which equals 144 cubic yards of brush
- Completed work orders for various issues
- Installed more water meters in Brighton Park & Green Acres developments
- Assisted State Utilities locating existing water lines
- Assisted with water plant project moving materials
- Fixed 2 separate water leaks on North Main St., one was one the 6-inch A/C line and right beside of it there was an old galvanized service line that was leaking as well.

Ongoing:

- Public works mows and maintains approximately 18 acres each week to biweekly depending on conditions as well as ground maintenance at all 8 of our sewer pump stations
- 8 pump stations are checked once a week which included a visit to each station checking dialer status and recording run times. Alarm floats are pulled and checked and stations cleaned monthly in accordance to NC DWQ standards
- Weekly Chlorine monitoring is done on Mondays and consists of pulling samples from 5 different sites which change every other week
- Due to the volume of brush/yard debris collection typically takes 1 to 1.5 days of the week especially during leaf season

Mayor and Commissioner's,

- We responded to 100 calls for service in the month of October.
- We attended multiple fire education events with local schools and preschools.
- No major mechanical issues to report.
- We have started light hydrant maintenance and have found no issues.
- We will be doing pre plans in local businesses and hope to have them completed within the next few months.
- We had a lot of trick or treaters come by the station on Halloween as we gave out candy and showed the trucks and station.
- We ordered several sets of turnout gear as we do every year to replace outdated gear.
- I attended multiple county meetings with local fire chiefs and county leadership about the future of the fire service in Cabarrus County.

As always thank you for your continued support!

Dustin Sneed

Fire Chief

Mt. Pleasant Fire Dept.

Cabarrus County Sheriff's Office

253 / Mt. Pleasant

Law Calls for Service

08/01/2025 - 10/31/2025

DISPATCHED		Aug-2025	Sep-2025	Oct-2025
	Total	45	54	49
	50 B OR C	0	0	1
	ALL ANIMAL CONTROL CALLS	5	5	2
	ASSIST DSS	0	0	2
	ASSIST EMS	0	1	1
	ATTEMPT TO LOCATE	1	2	0
	BREAKING ENTER OF VEHICLE	1	2	0
	BURGLAR ALARM	2	3	4
	CARDIAC RESP ARREST DEATH	0	1	0
	CARELESS RECKLESS DRIVING	2	8	0
	COMMITMENT PAPERS	0	1	0
	COMMUNICATING THREATS	0	0	1
	DISPUTE (ANYONE)	1	3	2
	DOMESTIC DISTURBANCE	2	1	1
	DOT NOTIFICATION	0	0	1
	ESCORT	1	0	0
	FIGHT	0	0	1
	FOLLOW UP	0	1	1
	IMPROPERLY PARKED VEH	1	0	1
	INFORMATION	2	1	1
	INTOXICATED DRIVER	2	1	0
	LARCENY	2	1	1
	LIVESTOCK	0	0	1
	LOUD (ANYTHING DESC IN NARR)	0	1	2
	OPEN DOOR	0	1	0
	PROPERTY DAMAGE	1	0	0
	PROWLER	0	0	1
	REPOSESSION	0	0	2
	SEE SOMETHING_GAGGLE	1	0	0
	SERVICE CALL LAW	3	3	4
	SRO INVESTIGATION	0	0	1
	STRANDED MOTORIST	2	0	1
	STRUCTURE FIRE	1	1	1
	SUSPICIOUS SUBJECT	8	3	1

		Aug-2025	Sep-2025	Oct-2025
DISPATCHED	SUSPICIOUS VEHICLE	0	2	3
	TRAFFIC ACC PROPERTY DAMAGE	7	5	7
	TRAFFIC STOP	0	1	0
	TRESPASSING	0	1	0
	WELFARE CHECK (PERSON)	0	5	5
OFFICER-INITIATED	Total	671	769	858
	50 B OR C	2	0	5
	ALL ANIMAL CONTROL CALLS	0	1	0
	ATTEMPT TO LOCATE	1	0	0
	CIVIL PROCESS	4	3	10
	COMMITMENT PAPERS	0	1	0
	COMMUNITY CONTACT	5	2	5
	DIRECT TRAFFIC	1	0	0
	EVICTON	0	1	0
	FOLLOW UP	1	2	2
	FRAUD / FORGERY	0	0	1
	GOVT SECURITY CHECK	20	15	17
	INVESTIGATION	0	0	5
	LARCENY	0	0	1
	OPEN DOOR	1	0	0
	ROAD HAZARD	0	1	4
	SCHOOL INVEST	1	0	0
	SEARCH WARRANT	0	0	1
	SECURITY CHECK	245	279	280
	SERVICE CALL LAW	1	1	2
	SPECIAL EVENT	7	8	12
	SRO ASSIST ADMIN	80	103	108
	SRO CAMERA REVIEW	4	9	22
	SRO DARE	6	8	10
	SRO DRILL	6	4	4
	SRO DRUG INVESTIGATION	0	0	2
	SRO FIGHT/ASSAULT	0	0	1
	SRO INVESTIGATION	4	5	1
	SRO MEDICAL CALL	0	2	0
	SRO MENTOR/COUNSEL	87	109	126
	SRO PARENT MEETING	2	3	6
	SRO SAFETY CHECK	98	95	77
	SRO SCHOOL EVENT	0	0	2
	SRO SECURITY CHECK	40	80	107

		Aug-2025	Sep-2025	Oct-2025
OFFICER-INITIATED	SRO THREAT	0	1	0
	SRO THREAT ASSESSMENT	4	2	1
	SRO WELFARE CHECK	0	1	0
	STRANDED MOTORIST	5	2	3
	SUSPICIOUS SUBJECT	1	2	2
	SUSPICIOUS VEHICLE	3	4	8
	TRAFFIC ACC PROPERTY DAMAGE	1	2	2
	TRAFFIC STOP	41	22	31
	WARRANT	0	1	0

Event #	Date Time	Street	Case #	callsource
ASSIST EMS 1				
25193245	Oct 20 19:43	PAGE ST		E911
50 B OR C 1				
25196244	Oct 24 12:14	SHORT ST		PHONE
ALL ANIMAL CONTROL CALLS 2				
25186077	Oct 10 11:21	N WASHINGTON ST		PHONE
25188552	Oct 14 13:38	N WASHINGTON ST		PHONE
ASSIST DSS 2				
25181264	Oct 4 9:38	N SKYLAND DR		PHONE
25191718	Oct 18 11:25	N MAIN ST		PHONE
BURGLAR ALARM 4				
25192233	Oct 19 12:04	E FRANKLIN ST		PHONE
25196929	Oct 25 16:04	W FRANKLIN ST		PHONE
25196942	Oct 25 17:06	W FRANKLIN ST		PHONE
25201872	Oct 31 20:05	OLDENBURG DR		PHONE
COMMUNICATING THREATS 1				
25184846	Oct 9 3:19	E FRANKLIN ST		PHONE
DISPUTE (ANYONE) 2				
25195210	Oct 23 2:34	SHORT ST		PHONE
25200947	Oct 30 17:35	PAGE ST		PHONE
DOMESTIC DISTURBANCE 1				
25196787	Oct 25 10:19	SHORT ST		PHONE
DOT NOTIFICATION 1				
25190591	Oct 16 18:19	N SKYLAND DR/W FRANKLIN ST		PHONE

FIGHT 1				
25182500	Oct 6 14:26	W FRANKLIN ST		PHONE
FOLLOW UP 1				
25187920	Oct 13 16:55	E FRANKLIN ST		PHONE
IMPROPERLY PARKED VEH 1				
25184611	Oct 8 17:19	WALKER RD		PHONE
INFORMATION 1				
25178578	Oct 1 4:33	CRESTWOOD DR		PHONE
LARCENY 1				
25191866	Oct 18 16:51	E FRANKLIN ST		PHONE
LIVESTOCK 1				
25181182	Oct 4 2:13	MT PLEASANT RD S/OLDENBURG DR		PHONE
LOUD (ANYTHING DESC IN NARR) 2				
25185725	Oct 9 23:01	ROSS CIR		PHONE
25191467	Oct 17 21:25	ROSS CIR		PHONE
PROWLER 1				
25184782	Oct 8 23:02	NEW ST		PHONE
REPOSESSION 2				
25184589	Oct 8 16:46	REID ST		PHONE
25198859	Oct 28 13:51	S HALIFAX ST		PHONE
SERVICE CALL LAW 4				
25178545	Oct 1 2:18	CRESTWOOD DR		PHONE
25180000	Oct 2 14:04	ROSS CIR	2510020013	PHONE
25189657	Oct 15 16:14	B ST		PHONE
25191650	Oct 18 8:51	NC HWY 49 N		PHONE
SRO INVESTIGATION 1				
25193830	Oct 21 13:36	WALKER RD	2510210010	PHONE

STRANDED MOTORIST 1				
25184770	Oct 8 22:27	NC HWY 49 N		PHONE
STRUCTURE FIRE 1				
25199756	Oct 29 13:15	W FRANKLIN ST		PHONE
SUSPICIOUS SUBJECT 1				
25187883	Oct 13 15:55	NC HWY 49 N	2510130016	PHONE
SUSPICIOUS VEHICLE 2				
25182786	Oct 6 21:49	NC HWY 49 N		PHONE
25198292	Oct 27 22:15	ROSS CIR		PHONE
TRAFFIC ACC PROPERTY DAMAGE 7				
25179181	Oct 1 15:21	W FRANKLIN ST	2510010008	PHONE
25180121	Oct 2 15:44	W FRANKLIN ST/PAGE ST	2510020015	PHONE
25181371	Oct 4 15:28	W FRANKLIN ST	2510040011	PHONE
25182414	Oct 6 12:59	N MAIN ST/NC HWY 49 N	2510060007	PHONE
25184325	Oct 8 13:33	N MAIN ST/NC HWY 49 N	2510080010	PHONE
25187236	Oct 12 13:39	NC HWY 49 N	2510120010	PHONE
25189955	Oct 16 6:18	E FRANKLIN ST	2510160002	PHONE
WELFARE CHECK (PERSON) 5				
25178604	Oct 1 6:32	CRESTWOOD DR		PHONE
25178747	Oct 1 8:57	CRESTWOOD DR		PHONE
25185663	Oct 9 20:27	HISTORIC HILL DR		PHONE
25196596	Oct 24 23:23	NC HWY 49 N	2510250001	PHONE
25201421	Oct 31 12:00	NC HWY 49 N		PHONE
SUSPICIOUS VEHICLE 1				
25194172	Oct 21 21:32	NC HWY 49 N		RTIC

Total Disp. CFS: 49

Cabarrus County Sheriff's Office

Mt Pleasant

Traffic Stop, Citation, & Arrest Data

10/01/2025 - 10/31/2025

Traffic Stop Data with CAD Event Disposition (Zone 253)

TRAFFIC STOP	
ARREST MADE	1
ASSIST OTHER AGENCY	1
CALL CLEARED-SEE NOTES	1
CHECK 10-4	1
CITATION ISSUED	7
CLEAR CALL	2
VERBAL WARNING	14
WRITTEN WARNING	4
Total	31

Citation Data (Mt Pleasant)

Total # of Citations: 40

Total # of Charges: 53

	Charges
DRIVE/ALLOW MV NO REG	1
DWLR IMPAIRED REV	1
DWLR NOT IMPAIRED REV	3
EXPIRED OPERATORS LIC	2
EXPIRED REGISTRATION CARD/TAG	10
EXPIRED/NO INSPECTION STICKER	3
FAIL CARRY VALID DRIVERS LIC	1
FAIL MAINTAIN LANE CONTROL	1
FAIL TO HEED LIGHT/SIREN	1
FAIL TO STOP-STEADY RED LIGHT	1
FAIL/WEAR SEAT BELT-DRIVER	2
FAILURE TO REDUCE SPEED	1
FICT/CNCL/REV REG CARD/TAG	3
NO LIABILITY INSURANCE	1
NO OPERATORS LICENSE	7
SPEED VIOLATION	11
SPEEDING	3
WINDOW TINTING VIOLATION	1
Total	53

Arrest Data (Mt Pleasant)

Case #	Charge	City
ON-VIEW 3		
	DWLR NOT IMPAIRED REV	MOUNT PLEASANT
2510240011	COMMUNICATING THREATS	MOUNT PLEASANT
2510310007	DWI	MOUNT PLEASANT
WARRANT 1		
	ORDER FOR ARREST	MOUNT PLEASANT

Cabarrus County Sheriff's Office

ABC
8840 E Franklin St,
Mt Pleasant, NC

Arrest & Citation Data
LAW ENFORCEMENT USE ONLY - DO NOT RELEASE

10/1/2025 - 10/31/2025

MYNES, MARCUS MICHAEL - W/M 39				
131981	10/03/25	8425 NC HWY 49 N	T - WARRANT FOR ARREST	CRU CSO
90Z - ORDER FOR ARREST		M		
90Z - ORDER FOR ARREST		M		

Cabarrus County Sheriff's Office

ABC
8840 E Franklin St,
Mt Pleasant, NC

Arrest & Citation Data
LAW ENFORCEMENT USE ONLY - DO NOT RELEASE

10/1/2025 - 10/31/2025

Charge by Misdemeanor or Felony

	M	Total
ORDER FOR ARREST	2	2
Total	2	2



AGENDA ITEM:

Receive update on the status of:

- Water Distribution Improvements Project
- Lower Adams Creek Sewer Outfall Project
- Water Treatment Plant Renovation Project

NARRATIVE:

An update on the projects listed above will be given.

RECOMMENDATION:

Open

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AGENDA ITEM:

Consider increasing the water/sewer deposit from \$125 to \$150 and requiring a deposit for each water/sewer account, including property management companies, starting January 1, 2026.

NARRATIVE:

The current deposit amount for a new water/sewer customer is \$125. The deposit is held on the customer's account until it is applied to the customer's final bill. The minimum amount for a water/sewer bill in the Town limits is \$65.04 per month. If a customer leaves owing the previous month's bill and then receives a final bill, the total owed if not overdue is \$130.08. With a late fee included, the total would be \$140.08 minimum. The \$125 deposit would be deducted from the final bill of \$140.08 leaving a balance owed to the Town of \$15.08.

Increases in the number of rental properties within the Town's service area are resulting in more frequent delinquencies to final bills which leaves the Town at a loss of revenue. The current amount of delinquent (90+ days) bills is \$55,317.73. These accounts can be submitted to Debt Setoff, if the outstanding bill total is over \$50, for the garnishment on the customers' NC State Tax Refund and/or lottery winnings over \$500. However, it could take many years, if ever, for the Town to recoup the outstanding bill. Owners of rental properties are not responsible for the renter's delinquent bill.

Although rental properties are the most common accounts to be outstanding, homeowners selling homes and moving away from the area can also have past-due accounts. Regardless of whether the customer rents or owns, the number of delinquent accounts continues to rise.

As a courtesy to Landlords, the Town has previously required one deposit to be left on file for all their rental properties. The deposit was moved from account to account as needed. An increase in out-of-state property management companies has also caused long waits for payment to the Town. Out-of-state companies cannot be submitted to Debt Setoff, since they do not file individual NC State taxes and are using a Federal Tax Identification Number.

Staff are asking the Board to approve raising the deposit to \$150 and requiring a deposit for each water/sewer account, whether by an individual or rental company.

RECCOMENDATION:

A motion to approve raising the water/sewer deposit to \$150 and requiring a deposit for each water/sewer account, including property management companies, effective January 1, 2026.

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AGENDA ITEM:

Health Insurance Premium Increases

NARRATIVE:

The State Health Plan announced 2026 premiums will increase from \$674.62 to \$742.04/month per employee. The total impact for the Employer portion of Health Insurance Premium increases is \$10,518 starting January 1, 2026.

Historically, the Town has paid the employee portion of health insurance (\$50 each month per employee). In a recent webinar staff discovered the Town, statutorily, can no longer pay for the employee portion of health insurance. Furthermore, the State Health Plan is implementing Income Based employee premiums ranging from \$66 to \$160 per month to be deducted from employee's gross wages. As you recall, Town employees did not receive a COLA or Merit increase to wages this Fiscal Year.

To help alleviate the unexpected impact on the employees' net pay, the Town is proposing a Salary Adjustment to offset the amount of income loss due to increased employee premiums. Since we pay premiums a month in advance, we will need to implement salary adjustments for the first payroll in December.

The total impact of the Salary Adjustment will be \$11,036. (\$6,070 to General Fund and \$4,966 to Water Sewer Fund). (Also included in this total are FICA, Medicare, Retirement and 401k adjustments).

The Employer Portion of health insurance premiums (\$10,518) and the salary adjustment for the employee portion of health insurance premiums (\$11,036) will be a total impact of \$21,554.

RECOMMENDATIONS:

1. Motion to approve Salary Adjustment to cover the employee portion of health insurance premiums.
2. Motion to approve Budget Amendment #8 for Health Insurance Premium increase as well as Salary Adjustment.

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TOWN OF MOUNT PLEASANT

Budget Amendment #8 Insurance & Salary Adjustments for Premium increase					
Revenue Adjustments					
Account Number	Account Description	Current Budget	Decrease - Debit	Increase - Credit	Revised Amount
11-3091-900	Appropriation Fund Balance	\$ 73,821.00	\$ -	\$ 10,103.57	83,924.57
21-3091-900	Appropriation Fund Balance	\$ 39,398.00	\$ -	\$ 8,732.34	48,130.34
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
Expenditure Adjustments					
Account Number	Account Description	Current Budget	Increase - Debit	Decrease - Credit	Revised Amount
11-4015-220	FICA	\$ 8,746.00	\$ 800.66	\$ -	9,546.66
21-4015-220	FICA	\$ 11,719.00	\$ 533.77	\$ -	12,252.77
11-4015-230	NC State Retirement	\$ 11,264.00	\$ 1,262.57	\$ -	12,526.57
21-4015-230	NC State Retirement	\$ 16,928.00	\$ 841.71	\$ -	17,769.71
11-4015-232	401K	\$ 4,140.00	\$ 439.92	\$ -	4,579.92
21-4015-232	401K	\$ 6,083.00	\$ 293.28	\$ -	6,376.28
11-4015-210	State Health Plan	\$ 9,775.00	\$ 4,118.40	\$ -	13,893.40
21-4015-210	State Health Plan	\$ 16,150.00	\$ 2,745.60	\$ -	18,895.60
11-4015-110	Salaries & Wages	\$ 85,025.00	\$ 3,120.00	\$ -	88,145.00
21-4015-120	Salaries & Wages	\$ 124,494.00	\$ 4,680.00	\$ -	129,174.00
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
		\$ -	\$ -	\$ -	-
Totals		\$407,543.00	\$18,835.91	\$18,835.91	\$445,214.82
Budget Amendment #8 Insurance & Salary Adjustments for Premium increase					
Prepared by: Amy Schueneman Date: 11/10/2025 Approved by: _____					
Posted by: Amy Schueneman Date: _____					



AGENDA ITEM:

Consider contract proposal from McAdams Engineering for Construction Drawings for Downtown Southwest Quadrant Parking

NARRATIVE:

McAdams Engineering was previously selected during an extensive RFQ process in February of 2024 for on-call engineering services for projects involving stormwater, streets/sidewalks, and downtown development/streetscape/parking. McAdams Engineering recently completed the engineering plans for the downtown stormwater improvements that have been submitted for a Hazard Mitigation Grant Application. The firm also completed the conceptual parking plan for the southwest quadrant of Downtown. This conceptual plan was included in the Town's Comprehensive Plan Update adopted in June 2025. Engineering/Construction Drawings are the next step in moving forward with parking improvements.

Staff requested that engineering for all phases be completed in order to move forward with a construction bid for Phase 1 and bid alternates for Phase 2 and 3. After some negotiation (taking into account work that has already been completed with the stormwater plans), the proposal consists some lump sum tasks and other tasks that are hourly. The total not to exceed amount is \$112,380. This amount exceeds the threshold for manager approval, and requires board approval.

RECOMMENDATION:

Motion to approve contract proposal for McAdams Engineering to complete construction drawings for all three phases of parking improvements to the southwest quadrant of Downtown.

ATTACHMENTS:

Contract Proposal

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2100 South Tryon Street
Suite 400
Charlotte, NC 28203
704. 527. 0800

00TMP24001.02

October 2, 2025
Revised October 16, 2025

Erin Burris, AICP
Assistant Town Manager/Planning Director
Town of Mount Pleasant
8590 Park Drive
Mt Pleasant, NC 28124

**RE: Downtown Parking Construction Drawings
Mount Pleasant, North Carolina
00TMP24001.02**

Dear Erin,

We are pleased to offer this proposal for construction drawings and construction period services for the proposed Downtown Parking Plan at the intersection of Franklin Street and Main Street in Mount Pleasant, North Carolina.

Project Understanding

Site

The site of the proposed development is located at the southwest quadrant of the intersection of Franklin Street (North Carolina Highway 73) and Main Street. The intersection is currently signalized. The site includes portions of up to 20 parcels totaling approximately 3.4 acres. The site is currently developed as parking primarily serving adjacent businesses. Plans on adjacent properties for proposed townhome development, and commercial site improvements to the theater and the Uwharrie Bank site are to be included in the overall plan to assure integration with the proposed downtown parking improvements design.

Proposed Development

The proposed development includes surface parking and pedestrian improvements both forward of and behind included businesses. The proposed site requires no rezoning and will be phased.

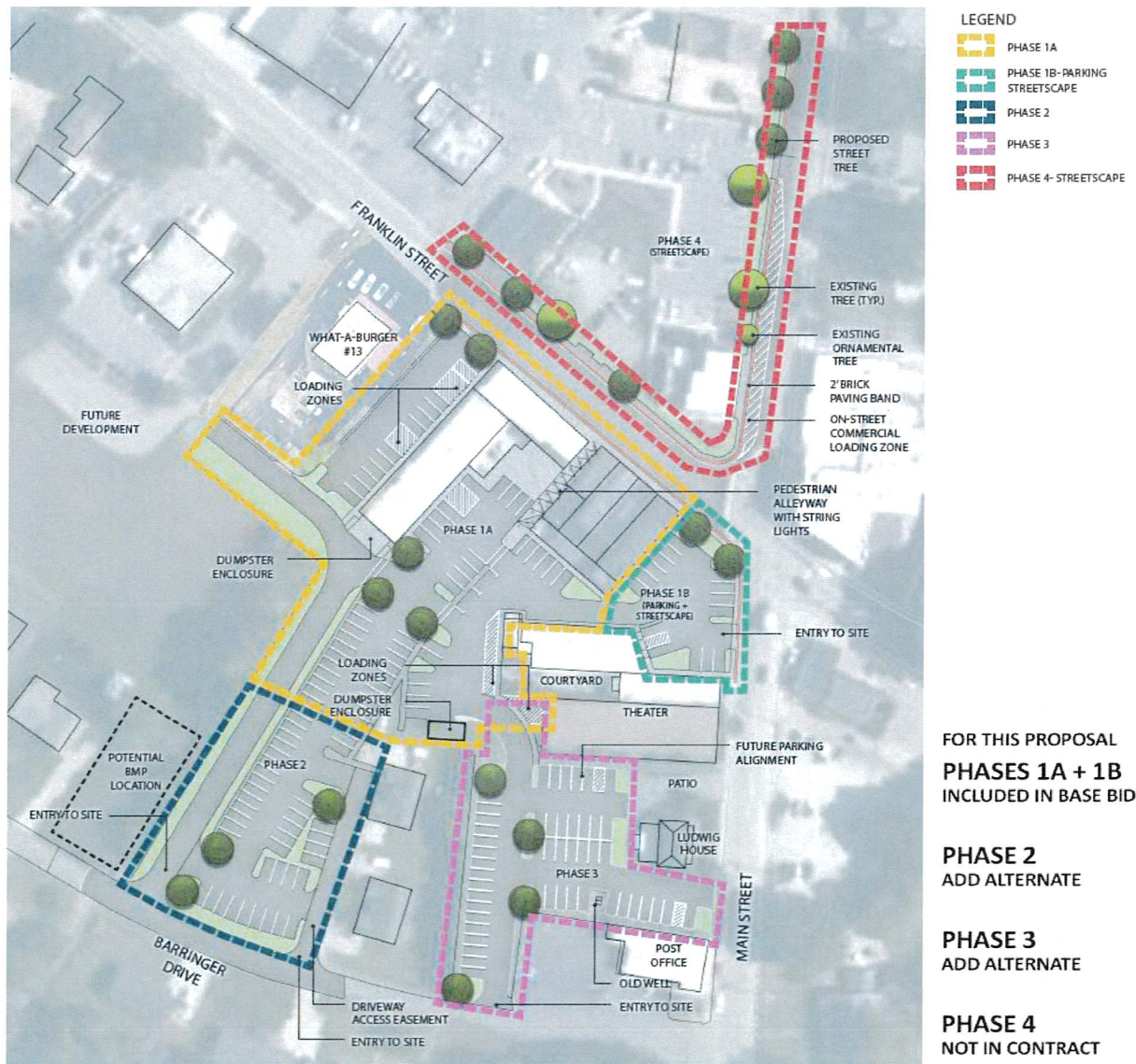
Assumptions

This proposal is based on the following assumptions:

- | Coordination with adjacent business and property owners will be handled by the Town
- | If off-site road improvements are required, they will be quoted once improvements are defined
- | Geotechnical engineering services will be by others. Coordination with geotechnical engineering firm will be provided at preliminary stages for determining key design elements
- | Environmental reports for the property (concurrence documents, Phase 1, Phase 2, or similar) will be provided by the Town



- | Wetland delineation and concurrence by federal, state and local authorities is not required and existing concurrence documents will be provided
- | A traffic impact analysis (TIA) will not be required
- | No water or sanitary sewer services, extensions or modifications will be required;
- | Entire project will be designed and submitted in a single phase but will be drawn to allow for individual assigned project phases to be “turned on and off” as needed for exhibits. For bidding process, the site will be broken into a base bid for Phase 1 with Phase 2 and Phase 3 as Add Alternates
- | Design preferences and direction for landscape design preferences, to be provided to McAdams for design coordination
- | The Town of Mount Pleasant will be the sole review agency for permitting the plans for the site.
- | No additional streetscape design along Main Street and Franklin Streets will be required under this proposal.
- | Areas to be designed and their status as base bid or add alternate are as shown in the map graphic below:



Proposed Services + Fees

We propose the following services (Alphanumeric task numbers are for internal coding purposes):

Surveying Services

B2.40 TOPOGRAPHIC SURVEY:

FEE: By hourly charges in accordance with the attached Rate Schedule, not to exceed \$11,200

Conduct a field survey of the Site, including the opposite edge of pavement along the property frontage. Prepare a Topographic Survey Map in accordance with North Carolina Minimum Standards for Surveying. Contours will be mapped at 1-foot intervals. Locations of underground utilities will be based on visible above ground structures and utility markings, if provided. For storm drainage and sanitary sewer systems; rims, pipe inverts, pipe material and sizes will be located. Location of individual trees is not included. Boundary lines that fall within survey area will be located. Full boundary surveys of all parcels are not included.

Client is responsible for providing a current title report and supporting documents.

B12.30 SUBSURFACE UTILITY (SUE) MARKINGS (LEVEL B):

FEE: By hourly charges in accordance with the attached Rate Schedule, not to exceed \$7,600

Field mark underground utilities using electromagnetic equipment and mark them with spray paint. Structures that cannot be directly accessed are to be shown to the extent of available information, including utility maps. No guarantee is made that the underground utilities shown comprise all such utilities in the area, either in service or abandoned, nor that the underground utilities shown are in the exact location indicated, although they will be located as accurately as possible from information available. Physical location of the underground utilities utilizing Subsurface Utility Vacuum Extraction can be quoted if requested.

Preliminary Plan Services

A3.10 PRELIMINARY ENGINEERING:

FEE: \$10,000

Preliminary engineering of site to include preliminary grading based on the preliminary concept plan to provide the owner an earthwork analysis. Grading will be based on available GIS topographic data, or field survey if available. Prepare a preliminary storm drainage layout to the proposed stormwater management facility.

A4.10 SCM DESIGN + STORMWATER IMPACT ANALYSIS:

FEE: \$7,500

Design a stormwater control measure (SCM) through preparing hydrologic and hydraulic calculations for system routing, vault sizing, and outlet structure design. Prepare a Stormwater Impact Analysis (SIA) demonstrating

compliance with stormwater management requirements for the site. Fee assumes one SCM will be required to treat stormwater runoff from this site.

Site Construction Drawing + Permitting Phase

The construction drawings are assumed to be prepared as a continuation of the preliminary design that was completed in the Preliminary Subdivision Plan documents. Revisions to the design to coordinate with changes to the vehicular or pedestrian access points, utility connection sizes or locations, or adjacent roadways are not included.

D11.35 DESIGN COORDINATION MEETINGS:

FEE: By hourly charges in accordance with the attached Rate Schedule, not to exceed \$5,000

We will meet with Client and their Subcontractors, as requested, for a series of design coordination meetings. We have assumed two (2) McAdams team members will attend two (2) meetings per month over an eight (8) month project duration as a part of this scope of work. Additional meetings can be attended as requested under a change order for additional services to be provided to the Client upon request.

D11.55 CODE COMPLIANCE LANDSCAPE PLAN:

FEE: By hourly charges in accordance with the attached Rate Schedule, not to exceed \$4,080

Prepare a landscape code plan with landscape details to meet the minimum requirement of the Town of Mount Pleasant Zoning Ordinance and tree protection + preservation requirements. Code plantings may include required street trees, buffers and screening plantings. McAdams will revise and resubmit documents as appropriate, up to three (3) rounds of comments and submittals to achieve approval and permitting for infrastructure site construction. If additional rounds of comment review are required, additional scope will be provided under a separate change order proposal. Application fees by owner. Coordination of streetlight fixture locations with Owner's site lighting designer is included.

Deliverables include:

- I Code Compliance Planting Plan
- I Tree Protection Plan
- I Landscape Notes & Details

Does not include irrigation plan preparation, structural foundation design for proposed vertical elements, or lighting design. These services can be provided as an additional service for an additional fee under a separate proposal.

D3.10 SITE ENGINEERING:

FEE: \$22,000

Prepare detailed plans for construction of on-site improvements including detailed grading, erosion control, and storm drainage. Earthwork calculations will be completed for all graded areas. Engineering drawings for the site will be prepared, submitted and permitted as one set of documents.

D11.30 CONSTRUCTION DRAWINGS:

FEE: \$17,000

Prepare final design construction drawings for the proposed parking and access improvements. The construction documents will be prepared as required for a single-phase permit submittal to the Town of Mount Pleasant and will include plan and detail drawings sealed and signed by licensed professional engineers (PE) and registered landscape architects (RLA), cost estimate, and bid tabulation. These documents will also be suitable for take-offs by the Site Contractor; Project Add Alternates will be included as a separate drawing for each Project Add Alternate highlighting the elements specific to them. A preliminary cost estimate for proposed improvements will accompany the completed drawing set with line items differentiated for the base work and for each Project Add Alternate.

Construction drawings to include:

- I Plan and Detail Drawings
- I Construction Cost Estimate (See Task L11.10)
- I Provided CAD file(s) and Coordinate File(s) to the Town by Their Standard for integration into Their System(s)

D4.10 FINAL DESIGN FOR STORMWATER MANAGEMENT FACILITY:

FEE: \$10,500

Final design and preparation of construction drawings for one stormwater control measure as required in the approved site Stormwater Impact Analysis.

E3.10 SITE CONSTRUCTION PERMITTING:

FEE: By hourly charges in accordance with the attached Rate Schedule, estimate \$12,000

Prepare application forms and submit construction documents to the applicable regulatory agencies for review and approval. Respond to review comments and questions. Revise construction documents as may be required to achieve approval and permitting for site improvements (application fees by Client).

E4.20 STORMWATER CONSTRUCTION DRAWINGS PERMITTING:

FEE: By hourly charges in accordance with the attached Rate Schedule, estimate \$6,000

Final design and preparation of construction drawings for one stormwater control measure as required in the approved site Stormwater Impact Analysis.

Bidding + Negotiation

H11.45 CONSTRUCTION BID PROCESS:

FEE: By hourly charges in accordance with the attached Rate Schedule, not to exceed \$4,000

Assist the Client with pre-qualifying acceptable site contractors. Compile site construction bid documents and distribute to bidders the Client has deemed qualified to perform the project. Attend pre-bid meetings, coordinate responses to Contractor's questions, receipt and review of Bids, consultation with Client to determine the most responsive Bid and Engineer's Recommendation of Award concurrently with negotiation process. Standard AIA Contract documents will be basis for Bid documents.

Construction Period Services

I4.10 CERTIFICATION OF STORMWATER CONTROL MEASURE:

FEE: By hourly charges in accordance with the attached Rate Schedule, not to exceed \$9,000

Final design and preparation of construction drawings for one stormwater control measure as required in the approved site Stormwater Impact Analysis.

I5.10 STORM DRAINAGE AS-BUILT DRAWINGS + CERTIFICATIONS:

FEE: \$6,500, plus hourly charges as noted below

Perform a final inspection of the storm drainage system providing a final punch list to the Town. Provide as-built drawings and digital files for the Town's records. Record drawings component of fee is based on collection & processing of as-built data one-time only; additional site visits and/or support work, if required, will be performed on an hourly basis based on the current Rate Schedule.

Reimbursable Expenses

999 REIMBURSABLE EXPENSES:

FEE: As needed in accordance with the attached Rate Schedule, estimate \$2,000, not to exceed without Client authorization

Project related direct expenses including printing, photography, travel, parking, lodging, and other miscellaneous expenses incurred by McAdams, or its consultants on behalf of the Client will be reimbursed by Client and invoiced at cost. Any consultants contracted by McAdams on behalf of the Clients such as transportation, legal, environmental, structural, electrical, signage, lighting, or other will be invoiced at cost plus 12.5%. These charges will be itemized on the monthly invoices. It is assumed that permit fees will be paid by the Client.

Extra Services

J. ADDITIONAL SERVICES

When requested by the Client and confirmed by the Client and/or Firm in writing, the Firm shall perform services in addition to those described above in this Agreement and the Client shall compensate the Firm by hourly charges in accordance with the attached Rate Schedule.

H5.20 CONSTRUCTION ADMINISTRATION ASSISTANCE: (ADDITIONAL SERVICE)

FEE: Not in Contract, may be quoted

Provide assistance after award of the Contract for the site construction work. Scope includes attending preconstruction meetings, making periodic site visits to observe the quality of construction, preparing associated field observation reports at appropriate intervals, reviewing/approving shop drawings, change orders, and/or other similar submittals by site Contractor, supporting developer's representative by conducting monthly reviews and certifications of Contractor's payment requests for the site work.

Scope also includes conveyance to the Developer's representative any Contractor's documents received as required by the Contract documents. Scope will include development of punch lists and pre/final inspections in support of project close-out, as well as issuance of Certificate of Substantial Completion, and Certificate of Final Completion, both sealed by a licensed professional engineer. Other support during the construction phase is available, and may be provided as requested, in accordance with the hourly rate schedule in effect at the time of the work.

Project Schedule

The Firm's services shall be performed as expeditiously as is consistent with professional skill and care and the orderly progress of the project. The following is the expected schedule for completion of work on this project:

Schedule to be mutually agreed upon between Client and Firm.

The time limits and schedule set forth above have been agreed to by the Client and Firm, but the time limits and schedule shall be extended for (1) reasonable cause, or for (2) any delays associated with the Firm's work on the project that are not the sole responsibility of the Firm.

Client Responsibilities

Client shall be responsible for the following:

- I Notification to proceed
- I Timely approval of sketches presented for Client approval
- I Timely providing of information from other professional services (architect, geotechnical engineer, etc.), as described hereinabove
- I Payment of all application and permit fees
- I Payment of invoices in accordance with Item 1 of Terms and Conditions
- I Notification to Firm of any problems, in accordance with Item 2 of Terms and Conditions.

Exclusions

The following services are not included in this Agreement:

- | On and Off-site utility extensions or service connections.
- | Roadway improvements (may be quoted if required)
- | Off-site stormwater management facilities, revisions to the existing stormwater infrastructure or analysis of “downstream” stormwater system (will be quoted if required)
- | Tenant coordination meetings or conference calls (can be quoted once scope is clarified)
- | Wetlands delineation and permitting (will be quoted if required)
- | Structural design of retaining walls, headwalls or stormwater facilities or structures
- | Traffic Impact Analysis
- | Color graphics for meetings or marketing purposes (will be quoted if required)
- | Permit application, plans review or re-review fees
- | Detailed irrigation or lighting design (can be quoted separately)
- | Revised directives from Client after Client approval of 60% plans
- | Acquisition of easements; preparation of off-site easements
- | Flood studies FEMA or any other regulatory agencies
- | Court appearances for litigation, or preparation for same
- | Legal advertisements for construction contracts
- | Soils investigations, borings, or compaction tests
- | Environmental investigations, wetlands permitting, wetlands surveying
- | Any costs incurred by Client or Contractor due to changes required by the approving authority or their inspectors after construction drawings have been approved.

General Conditions

- | The attached “Terms and Conditions” shall apply to this Agreement.
- | This proposal is valid for 30 days from the above date.
- | Reimbursable expenses will be billed in accordance with the attached Rate Schedule.
- | Client is responsible for all application and permit fees.

Conclusion

We appreciate this opportunity to offer our services. We are eager to pursue this project further and thank you for your consideration.

Sincerely,

McAdams



Dan Lambert, RLA | Director, Landscape Architecture

Email | lambert@mcadamsco.com

Phone | 843. 467. 7533

DL/BP/MG/SS/KB/ks/sp

Acceptance

By: _____

Date: _____

Name: _____

Title: _____

Accounting Information

Billing Contact: _____

Billing Contact Email Address: _____

Billing Contact Phone Number: _____

Billing Address: _____



Hourly Rate Schedule / 2025

1. SPECIFICATIONS FOR CONTRACT BY HOURLY CHARGE, THE FOLLOWING RATES APPLY

Role	Rate
Chairman / President / Vice President	\$290 - 400 /hour
Advisor	\$250 - 325 /hour
Director / Group Manager / Practice Lead	\$165 - 320 /hour
Technical Manager	\$140 - 250 /hour
Project Manager	\$150 - 250 /hour
Assistant Project Manager	\$120 - 200 /hour
Landscape Architect	\$140 - 230 /hour
Planner	\$110 - 205 /hour
Project Engineer	\$145 - 240 /hour
Graphics + Visualization	\$125 - 140 /hour
Designer / Analyst / Design Tech	\$110 - 180 /hour
Intern	\$55 - 100 /hour
Administrative Services	\$80 - 120 /hour
Construction Administrator / Observer	\$115 - 225 /hour
Survey Technician	\$95 - 125 /hour
2 Man Survey Crew	\$165 - 185 /hour
3 Man Survey Crew	\$200 - 225 /hour
UAS LiDAR Crew	\$285 /hour
SUE Crew Member	\$95 - 135 /hour

Hourly services are recorded and rounded to the nearest 1/4 hour.

2. THE FOLLOWING CHARGES APPLY ON ALL CONTRACTS, FOR COPIES OF PLANS AND SPECIFICATIONS SENT OUT OF THE ENGINEER'S OFFICE (TO CLIENT, CITY REGULATORY AGENCIES, BIDDERS, CONTRACTOR, OTHER CONSULTANTS, ETC.):

Item	Fee	Item	Fee
Oversize + Color Rep.	\$3.60 /each	Oversize Mylar Sepia	\$24.00 /each
Paper Reproductions	\$2.40 /each	Mylar Sepia	\$18.00 /each
Specifications	\$0.12 /each	Paper Sepia	\$6.00 /each

3. THE FOLLOWING RATES ARE CHARGED IN ADDITION TO THE ABOVE FEES:

Item	Fee
Fees Paid for Permits and Applications	Cost Plus 0%
Outside Photocopying, Travel, Overnight Delivery, Postage for Mass Mailings	Cost Plus 0%
Subcontractor Invoices	Cost Plus 0%

4. FEES ARE SUBJECT TO ADJUSTMENT AT THE BEGINNING OF EACH CALENDAR YEAR.

5. PROJECTS ARE BILLED ON A MONTHLY BASIS AND INVOICES ARE DUE UPON RECEIPT. INVOICES WHICH HAVE BEEN NOT BEEN PAID WITHIN 30 DAYS ARE PAST DUE AND SUBJECT TO FINANCE CHARGES OF 1.5% PER MONTH.

Client's Initials _____ Date _____



McADAMS

Collection Schedule

- I **Issuance** Client will be issued their invoice by McAdams within 30 days of the last day of the month in which the services were rendered.
- I **Net 30 Days** Invoices are due in full within 30 days after issuance. Exceptions to this policy must be discussed with and agreed upon by a McAdams representative **prior** to the due date of any issued invoice. Exceptions must be made in writing and acknowledged by both parties.
- I **Past 30 Days** Invoices that lapse 30 days without payment or notification are considered **past due**. McAdams will notify the client via email and confirm that invoices have been received, as well as advise that payment is due.
- I **Past 45 Days** Invoices that lapse 45 days without payment or notification are considered **overtly past due**. McAdams will notify the client via email and as well as make contact via phone.
- I **Past 60 Days** Invoices that lapse 60 days without payment or notification will have submittals for the project halted, and a formal letter issued to the client. This letter will:
 - Outline the services rendered and state the client's past due balance.
 - Notify a work hold for **all client projects** starting in 15-days (75 days from issuance).
 - State the procedures for payment to remove halts and ratify current account status.
- I **Past 75 Days** Invoices that lapse 75 days without payment or notification will result in the respective project AND all other projects placed on work hold on a case-by-case basis.
- I **Past 90 Days** Invoices that lapse 90 days from issuance without payment or notification will be pursued by McAdams on a case-by-case basis with the potential for a lien to be placed on the property.

Client

Initials: _____

Date: _____



McADAMS

Terms + Conditions - NC

The proposal submitted by THE JOHN R. McADAMS COMPANY ("CONSULTANT") is subject to the following terms and conditions (collectively referred to as the "Agreement") and, by accepting the proposal or any part thereof, CLIENT agrees and accepts the terms and conditions outlined below:

1. Payment:

CLIENT will pay CONSULTANT for services and expenses in accordance with periodic invoices to CLIENT and a final invoice upon completion of the services. Each invoice is due and payable in full upon presentation to CLIENT. Invoices are past due if not paid in full after 30 days. Past due amounts are subject to interest at a rate of one and one-half percent per month (18% per annum) on the outstanding balance from the date of the invoice.

In an effort to ensure prompt resolution of questions and disputes regarding CONSULTANT's services and invoices, CLIENT agrees to notify CONSULTANT, in writing / email, of any questions or concerns CLIENT may have regarding the cost, quality or appropriateness of services provided related to an invoice within fifteen (15) days of the invoice date. If CLIENT fails to provide such notice to CONSULTANT, CLIENT waives its right to dispute the accuracy and appropriateness of any portion of such invoice for which notice was not provided.

If CLIENT fails to make payment to CONSULTANT within 30 days after the invoice date, CONSULTANT may, after giving seven (7) days written notice to CLIENT, suspend services under this Agreement until all amounts due are paid in full. If an invoice remains unpaid after sixty (60) days from invoice date, CONSULTANT may terminate the Agreement and/or initiate legal proceedings to collect the fees owed, plus other reasonable expenses of collection including attorney's fees.

2. Notification of Breach or Default:

CLIENT shall provide prompt written / email documentation to CONSULTANT if CLIENT becomes aware of any breach of contract, defect, fault, error, omission or inconsistency arising out of or related to CONSULTANT's services. The failure of CLIENT to provide such written notice within fifteen (15) days from the time CLIENT became aware of such breach of contract, defect, fault, error, omission or inconsistency, shall constitute a waiver by CLIENT of any claims against CONSULTANT arising out of such breach of contract, defect, fault, error, omission or inconsistency.

3. Ownership of Instruments of Service:

All reports, plans, specifications, instruments of service, field data, notes and other documents, including all documents on electronic media, prepared by CONSULTANT shall remain the property of CONSULTANT. CONSULTANT shall retain all common law, statutory and other rights, including intellectual property rights. In the event of termination of this Agreement and upon full payment of fees owed to CONSULTANT, CONSULTANT shall make available to CLIENT copies of all completed plans, specifications, and electronic files.

4. **Change Orders:**

CONSULTANT will treat as a change order request any documented or oral order (including directions, instructions, interpretations or determinations) from CLIENT which request changes in the Agreement or CONSULTANT's scope of work. If CONSULTANT is willing to proceed with such change, CONSULTANT will give CLIENT written notice within fifteen (15) days of a change order request of any resulting increase in CONSULTANT's fees and/or time of performance (a "Change Order"). Unless CLIENT objects in writing within ten (10) days, the Change Order becomes a part of this Agreement.

5. **Site Operations:**

CLIENT will arrange for right-of-entry to the property for the purpose of performing studies, tests and evaluations pursuant to the agreed services. CLIENT represents that it possesses necessary permits and licenses required for all ongoing activities at the site. If CONSULTANT is advised or given data in writing that shows the presence of underground or overground obstructions, such as utilities, CONSULTANT will give special instructions to our field personnel. However, CONSULTANT is not responsible for any damage or losses due to undisclosed or unknown surface or subsurface conditions, owned by CLIENT or third parties. CONSULTANT will take reasonable precautions to minimize damage to the property caused by our operations. CONSULTANT's fee does not include any cost of restoration due to any damage which may result and CONSULTANT is not responsible for any such repairs unless CONSULTANT fails to take reasonable precautions. If CLIENT desires CONSULTANT to repair such damage, CONSULTANT will comply and add the cost to our fee. Field tests or boring locations described in CLIENT's reports or shown on sketches prepared by CONSULTANT are based on specific information furnished by others or estimates made in the field by CONSULTANT's personnel. Such dimensions, depths or elevations should be considered as approximations unless otherwise stated in CONSULTANT's proposal or report.

6. **Project Site:**

Should CLIENT not be owner of the project site, then CLIENT agrees to notify the owner(s) of the possibility of unavoidable alteration and damage to the site and to obtain permission from the owner(s) for such alteration and damage. CLIENT further agrees to indemnify, defend and hold CONSULTANT harmless against any claims by the owner(s) or persons having possession of the site through the Owner which are related to such alteration or damage.

7. **Assignment and Third Parties:**

Nothing under this Agreement shall be construed to give any rights or benefits in this Agreement to anyone other than CLIENT and CONSULTANT, and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of CLIENT and CONSULTANT and not for the benefit of any other party. Neither CLIENT nor CONSULTANT shall assign, sublet, or transfer any rights under or interests in this Agreement without the written consent of the other which shall not be unreasonably withheld. However, nothing contained herein shall prevent or restrict CONSULTANT from employing independent subconsultants as CONSULTANT may deem appropriate to assist in the performance of services hereunder.

8. **Survival:**

All of CLIENT's payment obligations and liabilities, including but not limited to, its indemnification obligations and limitations, and CONSULTANT's rights and remedies with respect thereto, as well as the terms of Sections 6, 11, 12, and 14, shall survive completion of and the expiration or termination of this Agreement.

9. Force Majeure:

Should completion of any portion of the services or any obligation under the Agreement be delayed for causes beyond the control of or without the fault or negligence of CONSULTANT, including force majeure, the reasonable time for performance of the service or the deadline under the Agreement shall be extended for a period at least equal to the delay. Force majeure includes but is not restricted to acts of God, acts or failures of governmental authorities, acts of CLIENT's contractors or agents, fire, floods, epidemics, riots, quarantine restrictions, strikes, civil insurrections, freight embargoes, and unusually severe weather.

10. Standard of Care:

CONSULTANT shall perform its services under the Agreement in a professional manner, using the degree of care and skill ordinarily exercised by and consistent with the standards of professionals providing the same services in the same or a similar locality as the project. **THERE ARE NO OTHER WARRANTIES, EXPRESSED OR IMPLIED, INCLUDING WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, ARISING OUT OF OR RELATING TO THE SERVICES PROVIDED BY CONSULTANT UNDER THIS AGREEMENT, AND CLIENT WAIVES ITS RIGHT TO ASSERT SUCH CLAIMS AGAINST CONSULTANT.**

11. Limitation of Liability:

CLIENT agrees that the total collective and aggregate liability of CONSULTANT and its employees, officers, and directors for any and all claims that may be asserted by CLIENT arising out of or related to this Agreement, except for claims for willful or intentional misconduct by CONSULTANT, is limited to \$50,000 or to the fee paid to CONSULTANT under this Agreement, whichever is greater.

12. Waiver of Consequential Damages:

Both CLIENT and CONSULTANT hereby waive any right to pursue claims for consequential damages against one another, including any claims for lost profits.

13. Safety:

Except with respect to CONSULTANT's own employees, CONSULTANT is not responsible for site safety or compliance with the Occupational Safety and Health Act of 1970 ("OSHA"). Job site safety remains the sole exclusive responsibility of CLIENT or CLIENT's contractors. Likewise, CONSULTANT shall have no right to direct or stop the work of CLIENT's contractors, agents or employees.

14. Arbitration:

Any claim or other dispute arising out of or related to this Agreement shall be subject to Arbitration. Such claims and disputes shall first be subject to non-binding mediation, and if mediation is unsuccessful, shall be subject to Arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association currently in effect. Any demand for Arbitration shall be filed in writing with the other party and with the American Arbitration Association. Nothing in this provision shall prevent CONSULTANT from acting to secure any lien rights it may have under applicable law.

15. Independent Contractor:

In carrying out its obligations, CONSULTANT shall be acting at all times as an independent contractor and not an employee, agent, partner or joint venturer of CLIENT. CONSULTANT's work does not include any supervision or

direction of the work of other contractors, their employees or agents, and CONSULTANT's presence shall in no way create any liability on behalf of CONSULTANT for failure of other contractors, their employees or agents to properly or correctly perform their work.

16. Termination:

Either party may terminate the Agreement with cause upon ten (10) days advance written notice, if the other party has not cured or taken reasonable steps to cure the breach giving rise to termination within the ten (10) day notice period. Either party may terminate the Agreement without cause upon thirty (30) days advance written notice to the other party. If CLIENT terminates without cause or if CONSULTANT terminates for cause, CLIENT will pay CONSULTANT for all services performed, costs incurred, non-cancelable commitments, and fees earned to the date of termination and through demobilization, including any cancellation charges of vendors and subcontractors, as well as reasonable demobilization costs.

17. Severability:

If any provision of this Agreement, or application thereof to any person or circumstance, is found to be invalid then such provision shall be modified if possible, to fulfill the intent of the parties as reflected in the original provision. The remainder of this Agreement, or the application of such provision to persons or circumstances other than those as to which it is held invalid, shall not be affected thereby, and each provision of this Agreement shall be valid and enforced to the fullest extent permitted by the law.

18. No Waiver:

No waiver by either party of any default by the other party in the performance of any provision of this Agreement shall operate as or be construed as a waiver of any future default, whether like or different in character.

19. Merger, Amendment:

This Agreement constitutes the entire Agreement between CONSULTANT and CLIENT, and all negotiations, written and oral understandings between the parties are merged herein. This Agreement can be supplemented and/or amended only by a written document executed by both CONSULTANT and CLIENT.

20. Choice of Law:

The validity, interpretation, and performance of this Agreement shall be governed by and construed in accordance with the law of the State of North Carolina, excluding only its conflicts of laws principles.