

Mount Pleasant

North Carolina

Founded in 1848

Town of Mt. Pleasant
Regular Board Meeting
Monday, April 10, 2023
6:00 PM- Town Hall Commissioners Room

Call to Order- Mayor Del Eudy
Invocation- Pastor Earl Bradshaw of Mount Pleasant Methodist Church
Pledge of Allegiance- Mayor Del Eudy

1. Public Forum

(Please 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 3-33)

- A. Minutes March 13, 2023 (pages 3- 7)
- B. Minutes for Budget Workshop March 18, 2023 (pages 8-9)
- C. Consider approving a renovation to the former American Legion building on 1364 N Washington St. (page 10)
- D. Consider approving the FINAL Amended Grant Project Ordinance for the ARP funds used to supplant Water & Sewer salaries and benefits. (pages 11-17)
- E. Contract with Eddie Carrick, CPA, PC for FY22/23 audit (pages 18-33)

5. Staff Reports (Pages 34-26)

- A. Town Manager-Randy Holloway (page 34)
- B. Town Asst. Manager-Crystal Smith (page 35)
- C. Town Clerk/Finance Officer - Amy Schueneman (pages 36-39)
- D. Planning & Economic Development Director - Erin Burris (pages 40-43)
- E. Public Works- Daniel Crowell (page 44)
- F. Cabarrus Co. Sheriff's Dept. Report (pages 45-50)

6. Presentation by Granite Sky concerning Logo Implementation Plan (pages 51-53)

7. Public Hearings (separate attachment)

A. Amendments to Town of Mount Pleasant Code of Ordinances Part 8:

Nuisances and Offenses (Continued since Nov. 14th meeting-no attachments for this item)

Public hearing regarding proposed amendments to Code of Ordinances Part 8 to include form of government updates, enforcement provisions, disorderly conduct,

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

animals, abandoned and junk vehicles, public nuisances, public facilities, noise ordinance, and general offenses.

8. Old Business (Pages 54-60)

A. Consider the applications submitted for the Town Board seat vacated by Jim Sells on March 14th. (pages 54-60)

9. New Business (Pages 61-77)

A. Consider approving a contract with Wooten Engineering to design and manage the construction of a new 6" water line on Park Drive in the amount of \$27,600. (pages 61-65)

B. Consider Setting Filing Fees for the 2023 November Election. (pages 66-68)

C. Jonathan & Aurelia Helms would like to address the Board concerning the tap fees for their new home at 1576 S. Main St. (pages 69-73)

D. Consider appointing an ABC Board member to fill the empty seat vacated by Rick Lambert who resigned on 4/1/2023. (pages 74-77)

10. Adjournment

*All agenda items and attachments are considered public record.
If you would like to obtain or view copies of the attachments or minutes from the Board's meetings, please contact Town Hall Monday-Friday 8:00am-4:30pm.*

Hard copies are \$.10 per page.

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

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**Town of Mt. Pleasant
Board of Commissioners
Town Board Meeting Minutes
Monday, March 13, 2023 at 6:00 P.M.**

Attendance: Mayor Del Eudy
Mayor Pro-Tem/Commissioner Lori Furr
Commissioner Chris Carter
Commissioner William Meadows
Commissioner Jim Sells
Commissioner Justin Simpson (arrived at 6:02 during invocation)
Town Administrator Randy Holloway
Town Attorney John Scarbrough (phone)
Town Clerk Amy Schueneman

Also Present: Erin Burris, Crystal Smith, Deputy CA Camille, Ally Schueneman, Rodney Schueneman, Steven Dixon, Kim Baker, Michael & Jennifer Blake, Robin McAllister, Marilyn Barringer, Amanda Efird, Resa Treadaway, Pastor David Snow, Marcia Morris, Bill Lutrick, Chris Swofford, and Brian & Rita Gilmore.

CALL TO ORDER

Mayor Eudy called the meeting to order.

INVOCATION

Pastor David Snow of Community Church of Mount Pleasant led the Board in prayer.

PLEDGE OF ALLEGIANCE

Mayor Eudy 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.

3. Approve Agenda

Mayor Eudy added under New Business C. ABC Board Appointments and moved B. Direct Town Clerk on Board's preferences to fill position on Town Board being vacated by Commissioner Jim Sells effective March 14, 2023 to immediately following Staff Reports.

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

4. Consent Agenda

- A. Minutes February 13, 2023
- B. Budget Amendment #12 Reallocate funds for Loan Payments

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

5. Staff Reports

- A. Town Manager-Randy Holloway
- B. Town Asst. Manager-Crystal Smith
- C. Town Clerk/Finance Officer - Amy Schueneman
- D. Planning & Economic Development Director - Erin Burris
- E. Code Enforcement-Jeff Watts
- F. Public Works- Daniel Crowell
- G. Cabarrus Co. Sheriff's Dept. Report
- H. Fire Dept.-Dustin Sneed

New Business B. Direct Town Clerk on Board's preferences to fill position on Town Board being vacated by Commissioner Jim Sells effective March 14, 2023.

Commissioner Sells stated that he was resigning from his position as Board Member since he has taken a position of Code Enforcement/Grant Writer with the Town. Even though it is legal by state statutes to be a Board Member and an employee at the same time, he has a moral issue with it especially with Code Enforcement issues.

Commissioner Sells thanked the community for their support and hopes everyone will continue to support him in his new role. His resignation will be effective March 14th.

Mayor Eudy informed the Board that Commissioner Sells will also be writing grants for the Town which will free up staff members to do their normal job. He wrote grants for the City of Concord for over 22 years and was very good at it. Mayor Eudy thanked Commissioner Sells for the many years of service on the Board.

A motion to reluctantly accept Commissioner Sells' resignation was made by Commissioner Simpson with a second by Commissioner Furr. Commissioner Sells asked to be recused from the vote. All remaining Board Members were in favor. (4-0)

Mayor Eudy informed the Board and audience that Commissioner Sells had a funeral to attend and m

6. Presentation

Mayor Eudy presented the Proclamation for Eastern Cabarrus Historic Society's 50th Anniversary to Resa Treadaway from the Museum. A group picture was taken.

7. Presentation by Granite Sky & Citizen Advisory Group

A slideshow for the Town Branding/Logo update was presented by Jerrod Brown of Granite Sky. He explained that there were 4 focus groups and a survey to get information about what the residents considered were most important aspects of the Town. Small Town, friendly, and community were the top three words from the focus groups in the word clouds. After presenting how Granite Sky came up with the different

elements of a brand, Mr. Brown turned the presentation over to Steven Dixon, representative of the Focus Group, to present the new logo.

Mr. Dixon thanked the Board and Granite Sky for allowing everyone to take part in the process of rebranding the Town. These focus groups yielded a multitude of ideas about our community, our pride, and the group tried to share in the ownership in this rebranding process. Everyone in the Citizen's Advisory Group wanted to present a product that represents the Town well, be pleasing to the eye, and cause our hearts to swell with pride for our small town. Then, he presented the slide showing the final logo the Citizen's Advisory Group supported for the Town Board to consider as the new Town logo.

The Board immediately recognized the street scape as Mount Pleasant. The logo contained both blue and gold as citizens requested, along with green.

Mr. Brown stated the Citizen's Advisory Group had some suggestions to tweak the original design to reach the final design. They felt very strongly that the Established 1859 should be added to the design. There will be some instances like a business card where the established date would not be included.

Mayor Eudy asked the Citizen's Advisory Group members to raise their hands and he thanked them for serving on the group. Board members were happy with the design presented. He loved the logo and thought the Board should adopt the design since it was presented by a group of citizens that live within the Town.

Town Manager Randy Holloway reminded the Board that they could vote on the design later; however, there are other phases like the website, signage, etc. that are having to wait until the logo has been decided.

A motion to accept the recommendation of the Citizen's Advisory Group and to adopt what was presented as the new Town branding was made by Commissioner Simpson with a second by Commissioner Furr. All Board Members were in favor. (5-0)

A copy of the Logo Presentation is included in the Minute Book.

8. Public Hearings

A. Amendments to Town of Mount Pleasant Code of Ordinances Part 8: Nuisances and Offenses

Erin Burris presented a summary of all changes to Part 8 to the Board and asked them to look over it and come back to the April 10th meeting to discuss several items that were marked.

Mayor Eudy reopened the Public Hearing. No one spoke.

A motion to continue the Public Hearing until the April 10th meeting was made by Commissioner Simpson with a second by Commissioner Furr. All Board Members were in favor. (5-0)

Copy of Code of Ordinance Part 8 is included in the Minute Book.

- B. **ANX & REZ 2023-01 N. Skyland Drive – Common Grounds Property Voluntary Contiguous Annexation & Standard Rezoning Request**
Erin Burris stated this was a joint Public Hearing for Annexation and Rezoning for 619 N. Skyland Dr. owned by Chris Swofford of Common Grounds Management Inc. It is a .66-acre vacant lot that the petitioner would like to zone RM. Based on all criteria, staff considers the annexation to be “more favorable.” Staff finds the proposed RM district is consistent with the Town Land Use Map. A Neighborhood Meeting was held on February 23rd with only the property owner in attendance.

Mayor Eudy opened the Public Hearing. No one spoke. The Public Hearing was closed.

Two Motions were needed:

1. A motion to approve the contiguous annexation and adopt Annexation Ordinance 2023-01 was made by Commissioner Simpson with a second by Commissioner Carter. All Board Members were in favor. (5-0)

2. A motion to approve and find consistent the land use designation and that it is consistent with the comprehensive Town Plan was made by Commissioner Simpson with a second by Commissioner Furr. All Board Members were in favor. (5-0)

A copy of the ANX & REZ 2023-01 N. Skyland Drive – Common Grounds Property Voluntary Contiguous Annexation & Standard Rezoning Request is in the Minute Book.

9. Old Business

None

10. New Business

A. Direct Town Clerk on Board’s preferences to fill two seats on the Planning & Zoning Board that will expire on June 30, 2023.

Mayor Eudy reminded the Board that in previous situations the positions are advertised for applications to be submitted. He asked for a motion from the Board to have the Town Clerk post the position.

A motion to allow the Town Clerk to advertise the Planning & Zoning vacancies was made by Commissioner Furr with a second by Commissioner Simpson. All Board Members were in favor. (5-0)

B. Direct Town Clerk on Board’s preferences to fill position on Town Board being vacated by Commissioner Jim Sells effective March 14, 2023.

Mayor Eudy stated Commissioner Sells’ term is until November 2023 and someone would need to fill the unexpired term until the election.

A motion to allow the Town Clerk to advertise the Town Board vacancy was made by Commissioner Simpson with a second by Commissioner Furr. All Board Members were in favor. (5-0)

C. ABC Board Appointments

Two positions are coming up for the ABC Board starting July 1st.

A motion to allow the Town Clerk to advertise the ABC Board positions was made by Commissioner Furr with a second by Commissioner Sells. All Board Members were in favor. (5-0)

*Mayor Eudy invited everyone to attend the Budget Workshop on Saturday, March 18th from 8am-noon. A light breakfast will be served.

11. 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)

By our signatures, the following minutes were approved as submitted on Monday, April 10, 2023 in the Regular Meeting.

Town Clerk Amy Schueneman

Mayor W. Del Eudy

SEAL

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**Town of Mt. Pleasant
Board of Commissioners
Budget Workshop Meeting
Town Hall- Conference Room
Saturday, March 18, 2023 at 8:00 A.M.**

Attendance: Mayor Del Eudy
Mayor Pro-Tem/Commissioner Lori Furr
Commissioner Chris Carter (absent)
Commissioner William Meadows
Commissioner Jim Sells
Commissioner Justin Simpson
Town Manager Randy Holloway
Town Clerk Amy Schueneman

Also Present: Crystal Smith, Erin Burris, Darrell Layton, and Ally Schueneman.

Mayor Eudy called the meeting to order and welcomed those attending.

Mayor Eudy then turned the meeting over to Town Staff: Randy Holloway, Crystal Smith, Amy Schueneman, and Erin Burris to present the Power Point presentation for the FY2023/2024 Budget Workshop.

****Attached to the Minutes of the Budget Workshop in the Minute Book is a copy of both Power Point presentations.****

Each slide was presented by staff members.

Requests for FY23/24 were:

- 5% COLA (Full time staff) and Fire Department hour raise on base pay
- ATV and trailer for Public Works - **\$30,000 Fund Balance**
- Comprehensive Plan 5-year update - **\$30,000 Fund Balance**
- Minor Water Treatment Plant renovations - **\$20,000 Fund Balance**
- Town Hall SUV - **\$30,000 5-year Loan**
- Pay Study - **\$3,500 included in budget line items**

Recommended Increases to Customer Fees were:

General Fund:

- Extra Cans –from \$10/month to \$12/month (increased Landfill costs)
- Recycle Fees – from \$2.75/month to \$3/month (Waste Pro increase)
- Notary Fees – (Miscellaneous Income) from \$5 to \$10 (to align with NC Secretary of State recommendation)

Water/Sewer:

- Anticipate Estimated WSACC Increase: 3%
- Sewer Base Rate increase of \$1 (WSACC Increase)

NOTE: The last increase was FY2019/2020

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Town Staff asked for a Board consensus to move forward with the American Legion Building ADA upgrade/renovation at 1364 N Washington St since someone is wanting to move in on June 1, 2023 with a 3 year lease. The \$69,297 cost will be paid from excess loan funds remaining from the Municipal Complex & Park Project. The Board members agreed to move forward with the project using funds out of excess loan money. The contractor needs to order some items that will take a few weeks to be delivered. This item will be on the Consent Agenda at the April 10, 2023 Town Board meeting for a formal vote.

ADJOURNMENT

After finishing the Power Point, Mayor Eudy thanked the Town Staff for their hard work and closed the meeting.

Since this was not a formal meeting but a Workshop, a motion was not required; therefore, a motion and vote were not needed.

By our signatures, the following minutes were approved as submitted and amended on Monday, April 10, 2023 in the Regular Meeting.

Town Clerk Amy Schueneman

Mayor W. Del Eudy

SEAL

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Consent Agenda item:

Consider approving a renovation to the former American Legion building on 1364 N Washington St.

Narrative:

As discussed at the Budget Workshop on March 18th, the Town has someone wanting to sign a 3 year lease to rent the building. Since the building was built in the 1950's, very few repairs have been made and the building is not able to be rented as is. Staff have contacted a contractor to give an estimate for the ADA upgrades/renovations.

The cost for the repairs are:

- Estimates to remodel building and bring up to Code
 - Pave parking lot (3 spaces + ADA space) \$13,900
 - Flooring, add walls for offices, paint \$29,954
 - ADA restroom upgrade \$ 2,782
 - Electrical upgrades, new fixtures, etc. \$13,000
 - Medeco locks and door hardware \$ 1,281
 - Range and refrigerator \$ 2,500
 - All windows replaced \$ 5,880
- Total Cost** **\$69,297**

Recommendations:

Motion to approve the renovation to the former American Legion building on 1364 N Washington St. for the estimated \$69,297.

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CONSENT AGENDA ITEM:

Consider approving the FINAL Amended Grant Project Ordinance for the ARP funds used to supplant Water & Sewer salaries and benefits.

NARRATIVE:

Town Board approved the FINAL Amended Grant Project Ordinance for the ARP funds used to supplant Water & Sewer salaries and benefits by email on March 22, 2023. The Finance Officer has closed out the ARP Checking account at First Bank. The final reports will be submitted to the US Treasury in April, 2023 to close out the ARP Grant.

A copy of the emails are attached.

RECOMMENDATION:

Information Only

Mount Pleasant

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Grant Project Ordinance for the Town of Mount Pleasant American Rescue Plan Act of 2021: Coronavirus State and Local Fiscal Recovery Funds

This Grant Project Ordinance amends the original Ordinance approved May 9, 2022 by the Town Board.

BE IT ORDAINED by the Town 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 grant project ordinance is hereby adopted:

Section 1: This ordinance is to establish a budget for a project to be funded by the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (ARP/CSLFRF). The Town of Mount Pleasant (Town) has received the two tranches of \$354,072.86 each of CSLFRF funds. The total allocation is \$708,145.72, with the remainder to be distributed to the Town within 12 months. These funds may be used for the following categories of expenditures, to the extent authorized by state law.

1. Support public health expenditures, by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff;
2. Address negative economic impacts caused by the public health emergency, including economic harms to workers, households, small businesses, impacted industries, and the public sector;
3. Replace lost public sector revenue, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;
4. Provide premium pay for essential workers, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and,
5. Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.

Section 2: The Town has elected to take the standard allowance, as authorized by 31 CFR Part 35.6(d)(1) and expend all its ARP/CSLFRF funds for the provision of government services.

Section 3: The following amounts are appropriate for the project and authorized for expenditure:

Internal Project Code	Project Description	Expenditure Category (EC)	Cost Object	Appropriation of ARP/CSLFRF Funds
001	Water/Sewer- Admin for period March 3, 2021 through Mar. 21, 2023	6.1	Salaries	\$202,682.28
			Benefits	\$71,238.44

002	Water/Sewer- Water for period March 3, 2021 through Mar. 21, 2023	6.1	Salaries	\$80,957.41
			Benefits	\$35,431.20
003	Water/Sewer- Sewer for period March 3, 2021 through Dec. 31, 2022	6.1	Salaries	\$74,400.45
			Benefits	\$35,405.85
004	Water/Sewer- Water Treatment Plant for period March 3, 2021 through Dec. 31, 2022	6.1	Salaries	\$170,999.23
			Benefits	\$37,030.86
	Unassigned			\$0.00
TOTAL				\$708,145.72

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

ARP/CSLFRF Funds: \$708,145.72
Appropriation of Funds: -\$708,145.72
Remaining Funds: **\$ 0.00**

Section 5: The Finance Officer is hereby directed to maintain sufficient specific detailed accounting records to satisfy the requirements of the grantor agency and the grant agreements, including payroll documentation and effort certifications, in accordance with 2 CFR 200.430 & 2 CFR 200.431 and the Town's Uniform Guidance Allowable Costs and Cost Principles Policy.

Section 6: The Finance Officer is hereby directed to report the financial status of the project to the governing board on a quarterly basis.

Section 7: Copies of this grant project ordinance shall be furnished to the Finance Officer and to the Clerk to Town Council. Town Finance Officer has authority to move the amount of **\$40,320.41 and any remaining funds from interest on the account** from the ARP Checking account to the Water/Sewer Checking account to cover the supplanted salaries and benefits.

Section 8: This grant project ordinance is effective as of March 3, 2021, and expires on December 31, 2026, or when all the ARP/CSLFRF funds have been obligated and expended by the Town, whichever occurs sooner.

Section 9: Once all funds (*ARP funds and accumulated interest on the account*) have been exhausted and transferred from the ARP Checking account to the Water/Sewer Checking account, the Finance Officer has permission from the Town Board to close the ARP Checking account at First Bank.

Approved on March 23, 2023.



 Mayor Del Eudy



 Amy Schueneman, Town Clerk

* Approved by emailed vote 3/22/23. Also, approved on Consent Agenda on 4/10/23

Amy Schueneman

From: Lori Furr
Sent: Wednesday, March 22, 2023 9:24 AM
To: Amy Schueneman
Subject: Re: Need your approval

Yes

Get [Outlook for iOS](#)

From: Amy Schueneman <amy@mtpleasantnc.us>
Sent: Wednesday, March 22, 2023 9:01:43 AM
To: Chris Carter <carterc@mtpleasantnc.us>; Crystal Smith <SmithC@mtpleasantnc.us>; Del Eudy <EudyD@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>; William Meadows <wmeadows@mtpleasantnc.us>
Subject: Need your approval

Good Morning!

Attached is the Grant Project Ordinance for the ARP Funds that we have been Amending every quarter for the last year and a half. I have updated it with current numbers and as of March 21st. We have now used all of the ARP funds supplanting Water/Sewer salaries and benefits. For me to close out the grant with FEMA, I need the Board to approve this last Amendment.

Please notice I added Section 9 which allows me to also move the interest accumulated in the ARP checking account to water/sewer checking AND once the checking account is at zero, I will be able to close the checking account. To allow me to close all this out in April (FEMA's reporting month each year), I need the Board's approval this week so everything will clear the bank by March 31st.

Please respond YES or NO to me only (to comply with Open Meeting Law), if you approve the AMENDED Grant Project Ordinance for ARP Funds.

Thank you!

Amy Schueneman, CMC
Town Clerk/Finance Officer

Town of Mount Pleasant
Phone: 704-436-9800
8590 Park Dr. Mt. Pleasant, NC 28124
Web: www.mtpleasantnc.org
Email: amy@mtpleasantnc.us

Amy Schueneman

From: William Meadows
Sent: Wednesday, March 22, 2023 9:03 AM
To: Amy Schueneman
Subject: Re: Need your approval

Yes

From: Amy Schueneman <amy@mtpleasantnc.us>
Sent: Wednesday, March 22, 2023 9:01:43 AM
To: Chris Carter <carterc@mtpleasantnc.us>; Crystal Smith <SmithC@mtpleasantnc.us>; Del Eudy <EudyD@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>; William Meadows <wmeadows@mtpleasantnc.us>
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Thank you!

Amy Schueneman, CMC
Town Clerk/Finance Officer

Town of Mount Pleasant
Phone: 704-436-9800
8590 Park Dr. Mt. Pleasant, NC 28124
Web: www.mtpleasantnc.org
Email: amy@mtpleasantnc.us

Amy Schueneman

From: Justin Simpson
Sent: Wednesday, March 22, 2023 4:19 PM
To: Amy Schueneman
Subject: Re: Need your approval

Yes.

Sent from my iPhone

On Mar 22, 2023, at 9:01 AM, Amy Schueneman <amy@mtpleasantnc.us> wrote:

Good Morning!

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Thank you!

Amy Schueneman, CMC
Town Clerk/Finance Officer

Town of Mount Pleasant
Phone: 704-436-9800
8590 Park Dr. Mt. Pleasant, NC 28124
Web: www.mtpleasantnc.org
Email: amy@mtpleasantnc.us

<Grants Project Ordinance AMENDED 3.21.23 for supplanting salaries.pdf>

Amy Schueneman

From: Chris Carter
Sent: Wednesday, March 22, 2023 7:15 PM
To: Amy Schueneman
Subject: RE: Need your approval

Yes

From: Amy Schueneman <amy@mtpleasantnc.us>
Sent: Wednesday, March 22, 2023 9:02 AM
To: Chris Carter <carterc@mtpleasantnc.us>; Crystal Smith <SmithC@mtpleasantnc.us>; Del Eudy <EudyD@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>; William Meadows <wmeadows@mtpleasantnc.us>
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Thank you!

Amy Schueneman, CMC
Town Clerk/Finance Officer

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Web: www.mtpleasantnc.org
Email: amy@mtpleasantnc.us

EDDIE CARRICK, CPA, PC

Certified Public Accountant

March 1, 2023

Dear Municipal Client,

Enclosed are two important documents pertaining to your June 30, 2023 audit – the audit engagement letter and audit contract. The Local Government Commission (LGC) is requiring us to submit both simultaneously for their review and approval. The following are instructions to ensure acceptance by the LGC.

1. Engagement Letter

- Please read and sign by appropriate official- i.e., Mayor or Finance Officer **plus** Board member.

2. Audit Contract

- Mayor or Chairperson must type or print name and title, e-mail address, sign and date contract in the **"Governmental Unit"** section on page 8. **Also**, enter the **"Date Primary Government Unit Governing Board Approved Audit Contract."**
- Finance Officer must type or print name, sign, date and enter e-mail address in the **"Pre-Audit Certificate"** section on page 8.

*** NOTE*** page 5, note 28.

Starting with audit year June 30, 2021, "the auditor shall present the audited financial statements including any compliance reports to the governments unit's governing body or audit committee in an official meeting in open session as soon as the audited statements are available but not later than 45 days after the submission of the audit report to the Secretary."

After all of the above instructions are complete, please return **both** documents to us for submission to the LGC.

Please don't hesitate to call me with any questions you may have.

Thank you,



Eddie Carrick CPA, PC

EDDIE CARRICK, CPA, PC

Certified Public Accountant

March 1, 2023

To the Honorable Mayor and Town Council
Town of Mount Pleasant
Mount Pleasant, North Carolina

We are pleased to confirm our understanding of the services we are to provide for Town of Mount Pleasant for the year ended June 30, 2023.

Audit Scope and Objectives

We will audit, where applicable, the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the disclosures, which collectively comprise the basic financial statements, of Town of Mount Pleasant as of and for the year ended June 30, 2023. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Town of Mount Pleasant's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Town of Mount Pleasant's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Other Post-Employment Benefits Schedules (if applicable).

We have also been engaged to report on supplementary information other than RSI that accompanies Town of Mount Pleasant's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditor's report on the financial statements.

- 1) Individual fund statements and schedules
- 2) Schedule of expenditures of federal awards (if applicable).
- 3) Law Enforcement Officers' Separation Allowance Report (if applicable).

In connection with our audit of the basic financial statements, we will read the following other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists; we are required to describe it in our report.

- 1) N/A

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP, and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood

that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

The objectives also include reporting on (if applicable):

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

Auditor's Responsibilities for the Audit of the Financial Statements and Single Audit (if applicable)

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major programs in accordance with Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

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

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories (if applicable), and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We have identified the following significant risks of material misstatement as part of our audit planning:

- Cash
- Support, receivables, and receipts
- Program service fees, revenue, and receivables
- Expenses for program and supporting services, and accounts payable and other liabilities
- Inventories (if applicable)
- Property and equipment

Debt and other liabilities
Net assets

Our audit of financial statements does not relieve you of your responsibilities.

Audit Procedures—Internal Control

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

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

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance (if applicable).

Audit Procedures—Compliance

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

The Uniform Guidance (if applicable) requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of Town of Mount Pleasant's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on Town of Mount Pleasant's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

For audits subject to Yellow Book, we will not provide any nonattest services.

For audit not subject to Yellow Book, we will also assist in preparing the financial statements and related notes of Town of Mount Pleasant in conformity with accounting principles generally accepted in the United States of America based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities for the financial statements and related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter

our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Responsibilities of Management for the Financial Statements and Single Audit (if applicable)

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with accounting principles generally accepted in the United States of America; and for compliance with applicable laws and regulations (including federal statutes), rules, and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of financial statements, schedule of expenditures of federal awards, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance; (3) additional information that we may request for the purpose of the audit; and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

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

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance (if applicable), it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review on the first of audit field work.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and COVID-19-related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance (if applicable). You agree to include our report on the schedule of

expenditures of federal awards in any document that contains, and indicates that we have reported on, the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon no later than the date the schedule of expenditures of federal awards is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

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

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

Engagement Administration, Fees, and Other

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

At the conclusion of the engagement (if applicable), we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditor's reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditor's reports or nine months after the end of the audit period.

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

The audit documentation for this engagement is the property of Eddie Carrick CPA, PC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to the oversight agency or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Eddie Carrick CPA, PC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the oversight agency. If we are aware that a federal awarding

agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party contesting the audit finding for guidance prior to destroying the audit documentation.

Eddie Carrick is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. We expect to begin our audit after July 1, 2023.

My fee for these services will be at our agreed upon fee per our LGC contract less any amounts paid directly to Tony Brewer CPA, PC for financial statement preparation and other non-attest services. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 90 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the engagement. If significant additional time is necessary, we will keep you informed of any problems we encounter and our fees will be adjusted accordingly.

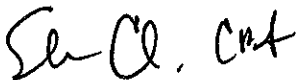
Reporting

We will issue written reports upon completion of our Single Audit (if applicable). Our reports will be addressed to the Council of the Town of Mount Pleasant. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

The *Government Auditing Standards* report (if applicable) on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report (if applicable) on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports (if applicable) will state that the report is not suitable for any other purpose.

We appreciate the opportunity to be of service to the Town of Mount Pleasant and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us.

Very truly yours,



Eddie Carrick CPA, PC

RESPONSE: This letter correctly sets forth the understanding of Town of Mount Pleasant.

Management signature: _____

Title: _____

Date: _____

Governance signature: _____

Title: _____

Date: _____

The of and	Governing Board Town Board of Commissioners
	Primary Government Unit Town of Mount Pleasant
	Discretely Presented Component Unit (DPCU) (if applicable) N/A

Primary Government Unit, together with DPCU (if applicable), hereinafter referred to as Governmental Unit(s)

and	Auditor Name Eddie Carrick, CPA,PC
	Auditor Address 151 Young Drive, Lexington, NC 27292

Hereinafter referred to as Auditor

for	Fiscal Year Ending	Date Audit Will Be Submitted to LGC
	06/30/23	10/31/23

Must be within four months of FYE

hereby agree as follows:

1. The Auditor shall audit all statements and disclosures required by U.S. generally accepted auditing standards (GAAS) and additional required legal statements and disclosures of all funds and/or divisions of the Governmental Unit(s). The non-major combining, and individual fund statements and schedules shall be subjected to the auditing procedures applied in the audit of the basic financial statements and an opinion shall be rendered in relation to (as applicable) the governmental activities, the business- type activities, the aggregate DPCUs, each major governmental and enterprise fund, and the aggregate remaining fund information (non-major government and enterprise funds, the internal service fund type, and the fiduciary fund types). The basic financial statements shall include budgetary comparison information in a budgetary comparison statement, rather than as RSI, for the General Fund and any annually budgeted Special Revenue funds.

2. At a minimum, the Auditor shall conduct the audit and render the report in accordance with GAAS. The Auditor shall perform the audit in accordance with *Government Auditing Standards (GAGAS)* if the Governmental Unit expended \$100,000 or more in combined Federal and State financial assistance during the reporting period. The auditor shall perform a Single Audit if required by Title 2 US Code of Federal Regulations Part 200 *Uniform Administration Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart F* (Uniform Guidance) or the State Single Audit Implementation Act. This audit and all associated audit documentation may be subject to review by Federal and State agencies in accordance with Federal and State laws, including the staffs of the Office of State Auditor (OSA) and the Local Government Commission (LGC). If the audit requires a federal single audit in accordance with the Uniform Guidance (§200.501), it is recommended that the Auditor and Governmental Unit(s) jointly agree, in advance of the execution of this contract, which party is responsible for submission of the audit and the accompanying data collection form to the Federal Audit Clearinghouse as required under the Uniform Guidance (§200.512).

Effective for audits of fiscal years beginning after June 30, 2023, the LGC will allow auditors to consider whether a unit qualifies as a State low-risk auditee based upon federal criteria in the Uniform Guidance §200.520(a), and (b) through (e) as it applies to State awards. In addition to the federal criteria in the Uniform Guidance, audits must have been submitted timely to the LGC. If in the reporting year, or in either of the two previous years, the unit reported a Financial Performance Indicator of Concern that the audit was late, then

the report was not submitted timely for State low-risk auditee status. Please refer to "Discussion of Single Audits in North Carolina" on the LGC's website for more information.

If the audit and Auditor communication are found in this review to be substandard, the results of the review may be forwarded to the North Carolina State Board of CPA Examiners (NC State Board).

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

4. This contract contemplates an unmodified opinion being rendered. If during the process of conducting the audit, the Auditor determines that it will not be possible to render an unmodified opinion on the financial statements of the unit, the Auditor shall contact the LGC Staff to discuss the circumstances leading to that conclusion as soon as is practical and before the final report is issued. The audit shall include such tests of the accounting records and such other auditing procedures as are considered by the Auditor to be necessary in the circumstances. Any limitations or restrictions in scope which would lead to a qualification should be fully explained in an attachment to this contract.

5. If this audit engagement is subject to the standards for audit as defined in *Government Auditing Standards*, 2018 revision, issued by the Comptroller General of the United States, then by accepting this engagement, the Auditor warrants that he/she has met the requirements for a peer review and continuing education as specified in *Government Auditing Standards*. The Auditor agrees to provide a copy of the most recent peer review report to the Governmental Unit(s) and the Secretary of the LGC prior to the execution of an audit contract. Subsequent submissions of the report are required only upon report expiration or upon auditor's receipt of an updated peer review report. If the audit firm received a peer review rating other than pass, the Auditor shall not contract with the Governmental Unit(s) without first contacting the Secretary of the LGC for a peer review analysis that may result in additional contractual requirements.

If the audit engagement is not subject to *Government Auditing Standards* or if financial statements are not prepared in accordance with U.S. generally accepted accounting principles (GAAP) and fail to include all disclosures required by GAAP, the Auditor shall provide an explanation as to why in an attachment to this contract or in an amendment.

6. It is agreed that time is of the essence in this contract. All audits are to be performed and the report of audit submitted to LGC Staff within four months of fiscal year end. If it becomes necessary to amend the audit fee or the date that the audit report will be submitted to the LGC, an amended contract along with a written explanation of the change shall be submitted to the Secretary of the LGC for approval.

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

For GAAS or *Government Auditing Standards* audits, if an auditor issues an AU-C §260 report, commonly referred to as "Governance Letter," LGC staff does not require the report to be submitted unless the auditor cites significant findings or issues from the audit, as defined in AU-C §260.12 - .14. This would include issues such as difficulties encountered during the audit, significant or unusual transactions, uncorrected misstatements, matters that are difficult or contentious reviewed with those charged with governance, and other significant matters.

8. All local government and public authority contracts for audit or audit-related work require the approval of the Secretary of the LGC. This includes annual or special audits, agreed upon procedures related to internal controls, bookkeeping or other assistance necessary to prepare the Governmental Unit's records for audit, financial statement preparation, any finance-related investigations, or any other audit-related work in the State of North Carolina. Approval is also required for the Alternative Compliance Examination Engagement for auditing the Coronavirus State and Local Fiscal Recovery Funds expenditures as allowed by US Treasury. Approval is not required on audit contracts and invoices for system improvements and similar services of a non-auditing nature.
9. Invoices for services rendered under these contracts shall not be paid by the Governmental Unit(s) until the invoice has been approved by the Secretary of the LGC. This also includes any progress billings [G.S. 159-34 and 115C-447]. All invoices for audit work shall be submitted in PDF format to the Secretary of the LGC for approval. The invoice marked 'approved' with approval date shall be returned to the Auditor to present to the Governmental Unit(s) for payment. This paragraph is not applicable to contracts for audits of hospitals.
10. In consideration of the satisfactory performance of the provisions of this contract, the Governmental Unit(s) shall pay to the Auditor, upon approval by the Secretary of the LGC if required, the fee, which includes any costs the Auditor may incur from work paper or peer reviews or any other quality assurance program required by third parties (federal and state grantor and oversight agencies or other organizations) as required under the Federal and State Single Audit Acts. This does not include fees for any pre-issuance reviews that may be required by the NC Association of CPAs (NCACPA) Peer Review Committee or NC State Board of CPA Examiners (see Item 13).
11. If the Governmental Unit(s) has/have outstanding revenue bonds, the Auditor shall submit to LGC Staff, either in the notes to the audited financial statements or as a separate report, a calculation demonstrating compliance with the revenue bond rate covenant. Additionally, the Auditor shall submit to LGC Staff simultaneously with the Governmental Unit's (Units') audited financial statements any other bond compliance statements or additional reports required by the authorizing bond documents, unless otherwise specified in the bond documents.
12. After completing the audit, the Auditor shall submit to the Governing Board a written report of audit. This report shall include, but not be limited to, the following information: (a) Management's Discussion and Analysis, (b) the financial statements and notes of the Governmental Unit(s) and all of its component units prepared in accordance with GAAP, (c) supplementary information requested by the Governmental Unit(s) or required for full disclosure under the law, and (d) the Auditor's opinion on the material presented. The Auditor shall furnish the required number of copies of the report of audit to the Governing Board upon completion.
13. If the audit firm is required by the NC State Board, the NCACPA Peer Review Committee, or the Secretary of the LGC to have a pre-issuance review of its audit work, there shall be a statement in the engagement letter indicating the pre-issuance review requirement. There also shall be a statement that the Governmental Unit(s) shall not be billed for the pre-issuance review. The pre-issuance review shall be performed prior to the completed audit being submitted to LGC Staff. The pre-issuance review report shall accompany the audit report upon submission to LGC Staff.

14. The Auditor shall submit the report of audit in PDF format to LGC Staff. For audits of units other than hospitals, the audit report should be submitted when (or prior to) submitting the final invoice for services rendered. The report of audit, as filed with the Secretary of the LGC, becomes a matter of public record for inspection, review and copy in the offices of the LGC by any interested parties. Any subsequent revisions to these reports shall be sent to the Secretary of the LGC. These audited financial statements, excluding the Auditors' opinion, may be used in the preparation of official statements for debt offerings by municipal bond rating services to fulfill secondary market disclosure requirements of the Securities and Exchange Commission and for other lawful purposes of the Governmental Unit(s) without requiring consent of the Auditor. If the LGC Staff determines that corrections need to be made to the Governmental Unit's (Units') financial statements and/or the compliance section, those corrections shall be provided within three business days of notification unless another deadline is agreed to by LGC Staff.

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

16. If an approved contract needs to be modified or amended for any reason, the change shall be made in writing and pre-audited if the change includes a change in audit fee (pre-audit requirement does not apply to hospitals). This amended contract shall be completed in full, including a written explanation of the change, signed and dated by all original parties to the contract. It shall then be submitted to the Secretary of the LGC for approval. No change to the audit contract shall be effective unless approved by the Secretary of the LGC, the Governing Board, and the Auditor.

17. A copy of the engagement letter, issued by the Auditor and signed by both the Auditor and the Governmental Unit(s), shall be attached to this contract, and except for fees, work, and terms not related to audit services, shall be incorporated by reference as if fully set forth herein as part of this contract. In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract shall take precedence. Engagement letter terms that conflict with the contract are deemed to be void unless the conflicting terms of this contract are specifically deleted in Item 30 of this contract. Engagement letters containing indemnification clauses shall not be accepted by LGC Staff.

18. Special provisions should be limited. Please list any special provisions in an attachment.

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

20. The contract shall be executed, pre-audited (pre-audit requirement does not apply to hospitals), and physically signed by all parties including Governmental Unit(s) and the Auditor, then submitted in PDF format to the Secretary of the LGC.

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

22. Retention of Client Records: Auditors are subject to the NC State Board of CPA Examiners' Retention of Client Records Rule 21 NCAC 08N .0305 as it relates to the provision of audit and other attest services, as well as non-attest services. Clients and former clients should be familiar with the requirements of this rule prior to requesting the return of records.

23. This contract may be terminated at any time by mutual consent and agreement of the Governmental Unit(s) and the Auditor, provided that (a) the consent to terminate is in writing and signed by both parties, (b) the parties have agreed on the fee amount which shall be paid to the Auditor (if applicable), and (c) no termination shall be effective until approved in writing by the Secretary of the LGC.

24. The Governmental Unit's (Units') failure or forbearance to enforce, or waiver of, any right or an event of breach or default on one occasion or instance shall not constitute the waiver of such right, breach or default on any subsequent occasion or instance.

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

26. E-Verify. Auditor shall comply with the requirements of NCGS Chapter 64 Article 2. Further, if Auditor utilizes any subcontractor(s), Auditor shall require such subcontractor(s) to comply with the requirements of NCGS Chapter 64, Article 2.

27. **Applicable to audits with fiscal year ends of June 30, 2020 and later.** For all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct and *Government Auditing Standards, 2018 Revision* (as applicable). Financial statement preparation assistance shall be deemed a "significant threat" requiring the Auditor to apply safeguards sufficient to reduce the threat to an acceptable level. If the Auditor cannot reduce the threats to an acceptable level, the Auditor cannot complete the audit. If the Auditor is able to reduce the threats to an acceptable level, the documentation of this determination, including the safeguards applied, must be included in the audit workpapers.

All non-attest service(s) being performed by the Auditor that are necessary to perform the audit must be identified and included in this contract. The Governmental Unit shall designate an individual with the suitable skills, knowledge, and/or experience (SKE) necessary to oversee the services and accept responsibility for the results of the services performed. If the Auditor is able to identify an individual with the appropriate SKE, s/he must document and include in the audit workpapers how he/she reached that conclusion. If the Auditor determines that an individual with the appropriate SKE cannot be identified, the Auditor cannot perform both the non-attest service(s) and the audit. See "Fees for Audit Services" page of this contract to disclose the person identified as having the appropriate SKE for the Governmental Unit.

28. **Applicable to audits with fiscal year ends of June 30, 2021 and later.** The auditor shall present the audited financial statements including any compliance reports to the government unit's governing body or audit committee in an official meeting in open session as soon as the audited financial statements are available but not later than 45 days after the submission of the audit report to the Secretary. The auditor's presentation to the government unit's governing body or audit committee shall include:

- a) the description of each finding, including all material weaknesses and significant deficiencies, as found by the auditor, and any other issues related to the internal controls or fiscal health of the government unit as disclosed in the management letter, the Single Audit or Yellow Book reports, or any other communications from the auditor regarding internal controls as required by current auditing standards set by the Accounting Standards Board or its successor;
- b) the status of the prior year audit findings;
- c) the values of Financial Performance Indicators based on information presented in the audited financial statements; and
- d) notification to the governing body that the governing body shall develop a "Response to the Auditor's Findings, Recommendations, and Fiscal Matters," if required under 20 NCAC 03 .0508.

29. Information based on the audited financial statements shall be submitted to the Secretary for the purpose of identifying Financial Performance Indicators and Financial Performance Indicators of Concern. See 20 NCAC 03 .0502(c)(6).

30. All of the above paragraphs are understood and shall apply to this contract, except the following numbered paragraphs shall be deleted (See Item 17 for clarification).

31. The process for submitting contracts, audit reports and invoices is subject to change. Auditors and units should use the submission process and instructions in effect at the time of submission. Refer to the N.C. Department of State Treasurer website at <https://www.nctreasurer.com/state-and-local-government-finance-division/local-government-commission/submitting-your-audit>

32. All communications regarding audit contract requests for modification or official approvals will be sent to the email addresses provided on the signature pages that follow.

33. Modifications to the language and terms contained in this contract form (LGC-205) are not allowed.

FEEES FOR AUDIT SERVICES

1. For all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct (as applicable) and *Government Auditing Standards, 2018 Revision*. Refer to Item 27 of this contract for specific requirements. The following information must be provided by the Auditor; contracts presented to the LGC without this information will be not be approved.

Financial statements were prepared by: Auditor Governmental Unit Third Party

If applicable: Individual at Governmental Unit designated to have the suitable skills, knowledge, and/or experience (SKE) necessary to oversee the non-attest services and accept responsibility for the results of these services:

Name:	Title and Unit / Company:	Email Address:

OR Not Applicable (Identification of SKE Individual on the LGC-205 Contract is not applicable for GAAS-only audits or audits with FYEs prior to June 30, 2020.)

2. Fees may not be included in this contract for work performed on Annual Financial Information Reports (AFIRs), Form 990s, or other services not associated with audit fees and costs. Such fees may be included in the engagement letter but may not be included in this contract or in any invoices requiring approval of the LGC. See Items 8 and 13 for details on other allowable and excluded fees.

3. The audit fee information included in the table below for both the Primary Government Fees and the DPCU Fees (if applicable) should be reported as a specific dollar amount of audit fees for the year under this contract. If any language other than an amount is included here, the contract will be returned to the audit form for correction.

4. Prior to the submission of the completed audited financial report and applicable compliance reports subject to this contract, or to an amendment to this contract (if required) the Auditor may submit interim invoices for approval for services rendered under this contract to the Secretary of the LGC, not to exceed 75% of the billings for the unit's last annual audit that was submitted to the Secretary of the LGC. All invoices for services rendered in an audit engagement as defined in 20 NCAC .0503 shall be submitted to the Commission for approval before any payment is made. Payment before approval is a violation of law. (This paragraph not applicable to contracts and invoices associated with audits of hospitals).

PRIMARY GOVERNMENT FEES

Primary Government Unit	Town of Mount Pleasant
Audit Fee	\$ 10,000.00
Additional Fees Not Included in Audit Fee:	
Fee per Major Program	\$ 2,000.00
Writing Financial Statements	\$
All Other Non-Attest Services	\$

DPCU FEES (if applicable)

Discretely Presented Component Unit	N/A
Audit Fee	\$
Additional Fees Not Included in Audit Fee:	
Fee per Major Program	\$
Writing Financial Statements	\$
All Other Non-Attest Services	\$

SIGNATURE PAGE

AUDIT FIRM

Audit Firm* Eddie Carrick, CPA,PC	
Authorized Firm Representative (typed or printed)* Eddie Carrick	Signature*
Date*	Email Address* eddie@eddiecarrickcpa.com

GOVERNMENTAL UNIT

Governmental Unit* Town of Mount Pleasant	
Date Primary Government Unit Governing Board Approved Audit Contract* (G.S.159-34(a) or G.S.115C-447(a))	
Mayor/Chairperson (typed or printed)*	Signature*
Date	Email Address

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

GOVERNMENTAL UNIT – PRE-AUDIT CERTIFICATE

Required by G.S. 159-28(a1) or G.S. 115C-441(a1).
Not applicable to hospital contracts.

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* (typed or printed)	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 Audit Contract* (Ref: G.S. 159-34(a) or G.S. 115C-447(a))	
DPCU Chairperson (typed or printed)*	Signature*
Date*	Email Address*

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

DPCU – PRE-AUDIT CERTIFICATE

Required by G.S. 159-28(a1) or G.S. 115C-441(a1).
Not applicable to hospital contracts.

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)*	Signature*
N/A	
Date of Pre-Audit Certificate*	Email Address*

Remember to print this form, and obtain all required signatures prior to submission.

PRINT

MEMORANDUM

To: Mayor and Town Board

From: Randy Holloway, Town Manager

Date: April 10, 2023

RE: Manager's report for March 2023

Please find listed below an update / overview for the month of March 2023

- Continued to participate in construction meetings with Town Staff and contractors doing the work for the renovations to the Town Hall Park complex and the Fire Station.
- Continued working with Staff and LKC Engineering to finalize all permits, easements, etc. to hopefully go to bid on the USDA sewer projects in April.
- Met with LKC and Staff for a total update on all the various water and sewer projects around Town.
- Began discussions with the Creative Economic Development group about the future needs for industrial development in the Mount Pleasant area.
- Continued to participate in the Covid-19 Task Force meetings with local managers and Elected Officials.
- Continued working with Staff to prepare the FY-23/24 budget.
- Met with Granite Sky and Staff to review the recommendations on the Town's branding efforts.
- Continued working with the general contractor doing the repairs to the barber shop building on West Franklin Street. This project is moving forward very quickly and looking great. The building was in extremely bad shape and is being repaired and updated as needed. Also working with this group on the future of the parking lot behind the barber shop and Buddy's Restaurant. Hope to have a recommendation to the Town Board by the May meeting on the future of this project.

Mount Pleasant

North Carolina

Founded in 1848

ASSISTANT TOWN MANAGER'S REPORT

April 2023

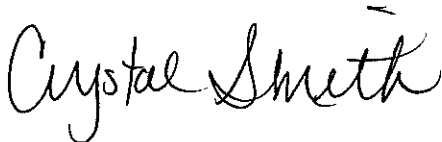
To: Mayor & Commissioners

From: Crystal Smith, Assistant Town Administrator

Subject: Monthly Activities for March 2023

- Coordinated Ribbon Cutting for Ovadia Pet Salon
- Attended monthly Town Board meeting
- Attended Budget Workshop
- Branding/Logo meeting with Granite Sky and Citizen Advisory Group
- Events Planning monthly meeting
- Continue working with Shiel Sexton on Park Project
- Monthly BCBS webinar on changing insurance carriers in 2024 (going to Aetna instead of BCBS)
- Compiled FINAL Payroll information for Supplanting reports!
- Continued work on Independence Celebration: Food Vendors, updating parade forms, writing sponsor letters, etc.
- Working with several other new businesses to schedule ribbon cuttings (most on Saturday, April 29)
- Started work on Fall Festival coordinating with vendors, food vendors, and working on Road Closure documentation for DOT.

Respectfully submitted,



Crystal Whitley Smith
Assistant Town Manager

FINANCIAL REPORT
as of March 31, 2023

Cash Balances

	General Fund	Powell Bill Bank Account	GF-Capital Reserve	Water/Sewer Fund	Capital Project Fire Station Add
First Bank-Checking	243,189.44	78,489.40		174,634.10	2,260,479.44
First Bank-Payroll Checking	87,048.89				
First Bank-General Fund Money Market	1,463,426.92				
First Bank- Retiree Insurance Money Market	20,414.05			1,158,363.22	
First Bank-W/S Money Market				132,718.29	
First Bank- USDA Capital Project Checking	40,515.94				
First Bank- ARP Special Reserve Fund	18,553.54				
First Bank-Façade Grant	6,304.99		56,655.34		
First Bank-Savings (Sidwalk Escrow)	10,759.07		61,937.42		
First Bank- Capital Reserve- Police Vehicles					
First Bank- Capital Reserve- FD Vehicles					
First Bank-FD Radio Capital Reserve					
First Bank-USDA Payment Reserve (formerly Manhole Repairs)				195,222.76	
First Bank- 42% Reserve	917,728.10				
First Bank- Infrastructure & Streets Cap Reserve	20,005.20				
First Bank- SCIF Funds from State	89,728.29				
First Bank-State Funded Sewer Cap Projects				12,451.03	
First Bank-State Funded Water Cap Projects				53.25	
First Bank- CIMAQ Capital Project	127,529.90				
First Bank-Mun Comp & Park Improvement Cap Project	438,847.56				
Uwharrie Bank Savings (Park Dev)	876.73				
Uwharrie Bank-Dredging (Savings)				31,004.15	
NC Capital Mgmt Trust-Debt Setoff Acct				1,346.94	
Total Cash Balances	3,484,928.62	78,489.40	118,592.76	1,705,793.74	2,260,479.44

FY 2022-2023

	General Fund		Water Sewer Fund	
	APPROVED	MONTH TO DATE	APPROVED	MONTH TO DATE
	2022-2023	(Encumbered)	2022-2023	(Encumbered)
Revenues	2,970,910.00		2,559,698.60	
Expenditures	2,970,910.00	180,036.93	1,957,286.00	1,619,607.36
			\$833,587.07	\$382,706.64
				\$471,330.82
				81%
				76%

**TOWN OF MOUNT PLEASANT
COMPARISON BUDGET VS ACTUAL -March 2023**

	<u>CURRENT BUDGET</u>	<u>YTD ACTUAL</u>	<u>DIFFERENCE</u>
GENERAL GOVERNMENT			
Town Hall	81,500.00	68,019.40	13,480.60
Governing Body	40,399.00	22,256.36	18,142.64
Admin	579,974.00	482,583.58	97,390.42
Planning & Zoning	188,240.00	86,260.36	101,979.64
	890,113.00	659,119.70	230,993.30
PUBLIC SAFETY			
Law Enforcement	164,693.00	78,969.72	85,723.28
Fire Department	818,777.00	444,180.73	374,596.27
	983,470.00	523,150.45	460,319.55
PUBLIC WORKS			
Operations Center	46,300.00	30,506.91	15,793.09
Streets	339,116.00	202,796.35	136,319.65
Sanitation	148,500.00	88,023.41	60,476.59
Buildings & Grounds	80,550.00	51,192.81	29,357.19
	614,466.00	372,519.48	241,946.52
CULTURE/REC	72,615.00	31,902.57	40,712.43
DEBT SERVICE			
Debt Service Principal	223,191.00	210,531.86	12,659.14
Debt Service Interest	77,055.00	59,577.41	17,477.59
	300,246.00	270,109.27	30,136.73
TOTAL	2,860,910.00	1,856,801.47	1,004,108.53
WATER/SEWER			
Admin	394,073.00	228,599.46	165,473.54
Operations Center	30,350.00	18,947.56	11,402.44
Water	192,115.00	128,151.56	63,963.44
Sewer	679,702.00	268,061.02	411,640.98
Water Treatment Plant	478,121.00	423,301.98	54,819.02
	1,774,361.00	1,067,061.58	707,299.42
DEBT SERVICE			
Debt Service Principal	160,392.00	23,333.33	137,058.67
Debt Service Interest	17,561.00	4,182.37	13,378.63
	177,953.00	27,515.70	150,437.30
TOTAL	1,952,314.00	1,122,092.98	830,221.02
COMBINED	4,813,224.00	2,978,894.45	1,834,329.55

Fire Dept. Capital Project

<u>Date</u>	<u>To/From</u>	<u>check #</u>	<u>Amount</u>	<u>Reason</u>	<u>Balance</u>
10/31/2022	Start with Funds in acct		\$175,099.73	start of project balance	\$175,099.73
10/31/2022	Loan Proceeds	Loan	\$2,500,000.00		\$2,675,099.73
10/31/2022	Interest		\$10.92		\$2,675,110.65
11/30/2022	Interest		\$109.94		\$2,675,220.59
12/19/2022	GW Liles Const. Co, Inc.	1022	-\$198,947.53	first draw	\$2,476,273.06
12/31/2022	Interest		\$110.88		\$2,476,383.94
1/31/2023	Interest		\$105.16		\$2,476,489.10
2/16/2023	GW Liles Const. Co, Inc.	1023	-\$216,187.65	second draw	\$2,260,301.45

Obligated

Liles Construction

Contract for Renovation

\$2,219,407.82

Amount Remaining

\$40,893.63

Municipal Complex & Park Improvement Project

<u>Date</u>	<u>To/From</u>	<u>check #</u>	<u>Amount</u>	<u>Reason</u>	<u>Balance</u>
8/26/2022	Loan from General Fund		\$100.00	To open Project Checking Acct	\$100.00
9/9/2022	Loan Proceeds from First Bank		\$1,200,000.00		\$1,200,100.00
9/9/2022	McGill Associates	1001	-\$5,800.00	Electrical services	\$1,194,300.00
9/9/2022	Bank Fee		-\$18.00	ACH fee for loan proceeds	\$1,194,282.00
9/19/2022	American Legion	1002	-\$3,500.00	Paid for HVAC unit they installed	\$1,190,782.00
9/19/2022	Homer Clay Electric	1003	-\$2,585.00	Electrical for Sr Center pump station	\$1,188,197.00
10/18/2022	McGill Associates	1004	-\$1,827.92	Construction Phase-Engineering cost	\$1,186,369.08
11/4/2022	Shiel Sexton Company	1005	-\$91,309.25	1st draw	\$1,095,059.83
11/4/2022	Repay General Fund for opening acct		-\$100.00	Repay General Fund loan	\$1,094,959.83
11/22/2022	McGill Associates	1006	-1822.08	Inv. 21.01701-16566	\$1,093,137.75
11/23/2022	To Pay back General Fund for Engin-		-\$71,650.00	Per Rick Driscoll	\$1,021,487.75
12/12/2022	Shiel Sexton Company	1007	-\$117,459.87	Inv. 22095-02	\$904,027.88
12/19/2022	McGill Associates	1008	-\$1,752.00	Inv #21.0170	\$902,275.88
1/17/2023	Duke Energy	1010	-\$7,635.46	Inv N4775893301-light post for walkway area	\$894,640.42
1/24/2023	McGill Associates	1011	-\$2,993.00	Inv. 21.01701-17043	\$891,647.42
1/31/2023	Shiel Sexton Company	1012	-\$88,151.50	Inv. 22095-03	\$803,495.92
2/16/2023	McGill Associates	1013	-\$365.00	Inv. 21.01701-17307	\$803,130.92
2/17/2023	Shiel Sexton Company	1014	-\$220,112.51	Inv. 22095-04	\$583,018.41
3/8/2023	Shiel Sexton Company	1015	-\$142,710.85	Inv. 22095-05	\$440,307.56
3/21/2023	McGill Associates	1016	-\$1,460.00	Inv. 21.01701-17556	\$438,847.56

Obligated

Shiel Sexton Contract	PCCO#001	\$295,393.02	Original Contract less payments
Shiel Sexton Contract	PCCO#002	-\$3,000.00	c/o 1 Credit for Change to HP Storm Pipe
Shiel Sexton Contract	PCCO#003	\$1,475.13	c/o 2 Add smooth Block course on Both buildings
Shiel Sexton Contract	PCCO#004	\$9,765.07	c/o 3 Plumbing Changes from Bid
Shiel Sexton Contract	PCCO#005	\$1,269.84	c/o 4 Conduit for future Concessions Panel
Shiel Sexton Contract		\$1,192.59	c/o 5 New Equipment Shed Door
CPSL		\$14,514.89	key fob locks for 5 doors
Shiel Sexton Contract	PCCO#006	\$0.00	c/o 6 Underground Conduit for Access Controls
Shiel Sexton Contract	PCCO#007	\$842.59	c/o 7 Third party testing of concrete footings
Shiel Sexton Contract	PCCO#008	\$0.00	deleted already in plans
Shiel Sexton Contract	PCCO#009	\$1,577.30	c/o 9 concrete testing
Shiel Sexton Contract	PCCO#010	\$3,195.76	c/o 10 Underground Conduit for Access Controls

\$326,226.19

Amount Remaining

\$112,621.37

Mount Pleasant

North Carolina

Founded in 1848

Planning and Economic Development

April 10, 2023

Planning & Zoning Cases

REZ 2023-02 Town-owned property (Henderson-Barrier House and land beside Fire Station)

Description: Request to zone remove RM spot zoning and absorb property into adjacent zoning districts (CC and OI) for Town-owned property, the Henderson-Barrier House and land adjacent to fire station.

Location: 1431 N. Main Street and 1415 N. Main Street

Cabarrus County Parcel Number(s): 5670-23-3688 and 5670-23-9509

Current Zoning:

Zoning: and CC Center City for 5670-23-3688 and O-I Office & Institutional for 5670-23-9509

Area: approx. 0.55 acres

Current Status: Scheduled for Planning & Zoning Board Public Hearing on April 24, 2023

SITE 2022-07 Virginia Foil Park/Library/Senior Center

Description: Site plan for athletic complex, library/senior Center

Location: 1111 N. Washington St.

Cabarrus County Parcel Number(s): 5670-44-0187

Zoning: O-I Office & Institutional

Area: approx. 29.11 acres

Estimated Sewer Capacity Usage: 19,400 gpd (pending allocation request)

Current Status: Construction plans under review.

SITE 2023-02 Cantina 73/ABC Parking Lot Expansion

Description: Site plan for commercial parking lot expansion

Location: 8860 E. Franklin Street

Cabarrus County Parcel Number(s): 5670-42-6218

Zoning: C-1 Light Commercial

Area: approx. 0.5 acres

Estimated Sewer Capacity Usage: 0gpd

Current Status: Construction plans under review.

SITE 2023-01 Propel Church

Description: Site plan for religious institution

Location: 7801 NC Highway 73 E

Cabarrus County Parcel Number(s): 5660-96-0201

Zoning: OI Office & Institutional

Area: approx. 6.8 acres

Estimated Sewer Capacity Usage: 1,520gpd (5gal per seat) (pending allocation request)

Current Status: Sketch plan and proposed building elevations under review.

ANX & REZ 2023-01 Common Grounds Property

Description: Annexation and rezoning request for up to two single-family residential homes

Location: 619 N. Skyland Drive

Cabarrus County Parcel Number(s): 5670-06-4884

Zoning: RM Residential Medium Density

Area: approx. 0.6 acres

Estimated Sewer Capacity Usage: n/a-under threshold for flow acceptance (480gpd for 2 houses)

Current Status: Town Board approved at March 13, 2023.

SUB 2017-01 Green Acres Construction Plans

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: Construction Plan review nearing completion. Grading-only approval has been issued.

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: Grading underway

Code of Ordinances**Part 7: Motor Vehicles & Traffic**

Town Board voted to approve amendments to Part 7 at its September meeting. The updated ordinance has been added to the Town website. Notice of changes were sent out in December 2022 water bill and posted on Town Facebook page. Signs have been ordered and will be installed in sections over the course of 2023. Need to revisit Section 7-4.1 regarding use of coasters, skates, scooters, and similar devices. This section referencing "play street" was left over from previous ordinance and was missed during the update. These devices were intended to be permitted on all residential streets of 25mph or less.

Part 8: Offenses (Nuisances)

Staff presented the first three chapters of Part 8 to the Town Board at the February 13 meeting. This included regulations on Administration, Disorderly Conduct, and Animals. The remainder of Part 8 will be presented at the March 13 meeting. This will include Junk Vehicles, Public Nuisances, Noise, and

Other General Offenses. After the public hearing is closed, staff requests adoption of codified and updated Part 8, scheduled for April 10, 2023 meeting.

Utilities

- WSACC rolled back some of the wastewater allocation for the member jurisdictions. The Town of Mount Pleasant now has a total 65,667 gpd to allocate until 2024 when the Phase 1 Rocky River Regional Waste Water Treatment Plant is completed. In accordance with the Town's adopted Wastewater Allocation Policy, 37,440 gpd has been allocated or reserved, and an additional 10,000 gpd has been held in reserve for economic development, leaving 18,227 gpd to be allocated. The new park will use approximately 19,400 gpd. Town staff has been discussing future sewer needs in regards to allocation to be requested for after the expansion of RRRWWTP is completed.
- The application for the FEMA Building Resilient Infrastructure and Communities (BRIC) grant was submitted. The NC Department of Public Safety submitted the subapplication to FEMA on January 23. The application includes Downtown utility duct bank installation and conversion and stormwater mitigation as recommended in the downtown stormwater study currently underway. Initial state scoring put Mount Pleasant's project in second place in the state (out of 42 projects). The grant request is for approximately \$4.5 million. The grant match is 12%.

Comprehensive Plan Implementation

- Town received a Grassroots Project Assistance Grant through the Cabarrus Arts Council and NC Arts Council to complete a second Downtown Mural, "Greetings from Mont Amoena". The grant will cover up to \$7,000 or 50% of the project cost, whichever is less. Staff is currently working with the property owner and the artist to finalize artwork. The Town Board approved the draft wall lease at the February 13 meeting. Artwork and lease are complete with installation tentatively scheduled for the last week of April.
- Cabarrus County is working on plans for a new Mount Pleasant Library/Senior Center and Park. The site is currently under design with an anticipated opening in 2024.
- HMW Preservation completed field work on February 20 for the National Register Historic District Survey and Study Form Update. LKC and subcontractor McAdams have completed preliminary recommendations for the Downtown Stormwater Study and preliminary cost estimates. The study should be complete by April.
- Town staff is working on plans for additional/improved parking in the southwest quadrant of downtown.
- Fire Department and Town Park construction projects are underway. Visit the www.mpncfuture.com website for project updates. Staff applied for the Lowe's Hometown Grant to complete some of the ancillary projects at McAllister Field including lighting, netting, and dugouts. Notice of award is expected in June.

Transportation

- Staff has been working on procurement for engineering for the N. Washington Street CMAQ project.
- Public works staff and engineering staff are working on scoring the streets to prioritize paving. This list should be completed by the end of February.
- State STIP prioritization P7.0 is currently underway. Staff is working to update submittals from P6.0 to resubmit.

Permits: March and April (to date) report attached.

March and April 2023 Zoning Permits (to date)

Permit #	Date	Cab. Co. #	Add. #	Street Name	Type	Permit Description	Applicant	Notes
Z-2023-15	3/14/2023	5670-22-0979	1425	B Street	Accessory	Storage Building (@2018)	Antonia Spratt (Latisha Massey)	Retroactive Permit
Z-2023-16	3/14/2023	5670-17-7936	430	N. Main St.	Sign	Wall sign	Embrace Community Center	
Z-2023-17	3/27/2023	5670-32-6525	1507	Pinto Place	Change	Mount Pleasant Home Health	Robin Long	CoC✓

3 Zoning Permits

Permit #	Date	Cab. Co. #	Add. #	Street Name	Type	Permit Description	Applicant	Notes
Z-2023-18	4/3/2023	5670-32-7005	8651	Lee St.	Accessory	Swimming pool	Bryant Furr	
Z-2023-19	4/3/2023	5670-28-2953	219	N. Main St.	Accessory	Carport	John Jaynes	

2 Zoning Permits

MEMORANDUM

To: Mayor and Town Board

From: Daniel Crowell, Public Works

Date: April 10, 2023

RE: Please find listed below an update / overview for the month of March 2023

New:

- Completed monthly meter reads
- Water Cut-Offs
- Responded to 3 pump station alarm calls
- Responded to 0 after hour customer calls
- Picked up 11 dump truck loads of brush which equals 132 cubic yards of brush
- Completed 28 work orders for various issues
- Repaired water leak at 8550 Cook St.
- Repaired raw water main break on Fisher Rd. (after hours)
- Raised manhole at 1247 Summer St.
- Started mowing season

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 or Fridays depending on schedule of work 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

Cabarrus County Sheriff's Office

Law Calls for Service

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01/01/2023 - 03/31/2023

OFFICER-INITIATED	Jan-23	Feb-23	Mar-23
Total	1,814	1,195	1,424
50 B OR C	2	0	1
ALL ANIMAL CONTROL CALLS	0	0	1
ASSIST COUNTY FIRE DEPARTMENT	0	0	1
BREAKING ENTER OF VEHICLE	0	1	0
CAC BITE	0	1	0
CIVIL PROCESS	8	11	14
DRUG INVESTIGATION	0	0	1
EVICTION	0	0	1
FOLLOW UP	3	2	6
FRAUD / FORGERY	0	3	0
IMPROPERLY PARKED VEH	2	0	0
INVESTIGATION	2	4	1
OPEN DOOR	0	0	1
RECOVERED PROPERTY	0	1	0
SCHOOL INVEST	1	0	0
SECURITY CHECK	1,471	749	936
SERVICE CALL LAW	1	0	1
SRO ASSIST ADMIN	70	99	115
SRO FIGHT/ASSAULT	3	1	0
SRO INVESTIGATION	2	3	5
SRO MENTOR/COUNSEL	83	150	113
SRO PARENT MEETING	4	11	3
SRO SAFETY CHECK	98	108	160
STRANDED MOTORIST	2	0	2
SUSPICIOUS SUBJECT	0	1	1
SUSPICIOUS VEHICLE	2	3	2
TRAFFIC ACC PROPERTY DAMAGE	0	1	1

	Jan-23	Feb-23	Mar-23
TRAFFIC STOP	59	45	58
WARRANT	1	1	0

DISPATCHED

	Jan-23	Feb-23	Mar-23
Total	45	44	63
911 HANGUP	1	0	1
ALL ANIMAL CONTROL CALLS	1	6	2
ASSIST COUNTY FIRE DEPARTMENT	0	1	0
ASSIST EMS	2	2	1
ATTEMPT TO LOCATE	0	0	1
BANK ALARM	1	0	1
BARKING DOG	0	0	1
BREAKING AND ENTERING OF RESD	1	0	0
BREAKING ENTER OF VEHICLE	0	2	0
BURGLAR ALARM	3	1	1
CAC BITE	0	0	1
CAC WELFARE CHECK	1	0	0
CARELESS RECKLESS DRIVING	1	3	4
CELL PHONE 911 HANGUP	0	1	1
COMMITMENT PAPERS	0	1	4
DIRECT TRAFFIC	1	0	0
DISCHARGE FIREARMS	0	1	1
DISPUTE (ANYONE)	3	0	6
DOMESTIC DISTURBANCE	3	0	0
DOT NOTIFICATION	1	0	0
ESCORT	2	1	1
FRAUD / FORGERY	2	0	0
IMPROPERLY PARKED VEH	1	0	0
INTOXICATED DRIVER	0	2	0
LARCENY	1	2	3
LIVESTOCK	0	0	1

	Jan-23	Feb-23	Mar-23
OVERDOSE / POISONING	1	2	0
PROPERTY DAMAGE	0	0	1
RECOVERED PROPERTY	0	1	0
REPOSESSION	0	0	1
ROAD HAZARD	0	1	1
SECURITY CHECK	0	0	1
SERVICE CALL LAW	3	2	6
STRANDED MOTORIST	2	2	0
SUICIDE / PSYCHIATRIC / ABNOR	1	1	0
SUSPICIOUS SUBJECT	3	1	5
SUSPICIOUS VEHICLE	3	2	3
THREATENING SUICIDE	0	0	1
TRAFFIC ACC PROPERTY DAMAGE	4	3	8
TRAFFIC ACCIDENT PI	1	1	1
TRASH DUMPING	0	0	1
TRESPASSING	0	1	0
WARRANT	1	0	1
WELFARE CHECK (PERSON)	1	4	3

Total Disp. CFS: 63

Details for Dispatched Calls for Service

03/01/2023 - 03/31/2023

Event #	Date / Time	Street	Case #	Call Source
911 HANGUP				
23-059353	03/17 20:17	VALLEY ST		PHONE
ALL ANIMAL CONTROL CALLS				
23-047324	03/02 08:39	W FRANKLIN ST		PHONE
23-058107	03/16 10:44	CRESTWOOD DR/N MAIN ST		PHONE
ASSIST EMS				
23-061400	03/20 21:56	E FRANKLIN ST		PHONE
ATTEMPT TO LOCATE				
23-048934	03/04 08:44	N SKYLAND DR		PHONE
BANK ALARM				
23-048065	03/03 08:36	S MAIN ST		PHONE
BARKING DOG				
23-069115	03/30 16:20	OLDENBURG DR		PHONE
BURGLAR ALARM				
23-056319	03/14 11:00	REID ST		PHONE
CAC BITE				
23-057063	03/15 09:48	W FRANKLIN ST		PHONE
CARELESS RECKLESS DRIVING				
23-049207	03/04 18:28	N MAIN ST/W FRANKLIN ST		PHONE
23-058063	03/16 10:14	W FRANKLIN ST		PHONE
23-059963	03/18 18:27	E FRANKLIN ST		PHONE
23-062995	03/22 17:50	OLDENBURG DR		PHONE
CELL PHONE 911 HANGUP				
23-067586	03/28 20:43	S MAIN ST		PHONE
COMMITMENT PAPERS				
23-052427	03/08 19:25	ENCHANTED LN		PHONE
23-053775	03/10 14:17	NORTH DR		PHONE
23-064872	03/24 21:38	N COLLEGE ST		PHONE
23-067640	03/28 22:42	MALIBU RD		PHONE
DISCHARGE FIREARMS				
23-063700	03/23 14:40	E FRANKLIN ST	23-0323-0011	PHONE
DISPUTE (ANYONE)				
23-048859	03/04 06:22	ROSS CIR		PHONE
23-050284	03/06 12:24	NC HWY 49 N		PHONE
23-052258	03/08 15:38	ENCHANTED LN		PHONE
23-053155	03/09 16:53	OLDENBURG DR		PHONE
23-053665	03/10 12:26	NORTH DR		PHONE
23-058750	03/17 07:16	B ST		PHONE
ESCORT				
23-048938	03/04 08:45	N COLLEGE ST		PHONE

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LARCENY				3	
23-052240	03/08	15:21	E FRANKLIN ST	23-0308-0017	PHONE
23-066100	03/27	09:20	E FRANKLIN ST	23-0327-0005	PHONE
23-067438	03/28	16:41	LEE ST	23-0328-0012	PHONE
LIVESTOCK				1	
23-062712	03/22	12:42	NC HWY 49 N		PHONE
PROPERTY DAMAGE				1	
23-053609	03/10	11:23	MPCI ST		PHONE
REPOSESSION				1	
23-049898	03/05	23:31	C ST		PHONE
ROAD HAZARD				1	
23-051318	03/07	15:19	N SKYLAND DR/WOOD ST		PHONE
SECURITY CHECK				1	
23-068566	03/30	04:52	NC HWY 49 N		PHONE
SERVICE CALL LAW				6	
23-057696	03/15	19:38	E FRANKLIN ST		PHONE
23-058781	03/17	07:48	NC HWY 49 N		PHONE
23-059076	03/17	12:57	NC HWY 49 N		PHONE
23-061290	03/20	18:06	OLDENBURG DR		PHONE
23-061315	03/20	19:05	COOK ST		RADIO
23-067726	03/29	04:17	MALIBU RD		PHONE
SUSPICIOUS SUBJECT				5	
23-049336	03/05	00:23	NC HWY 49 N		PHONE
23-057575	03/15	16:58	LEE ST/S MAIN ST		PHONE
23-061505	03/21	05:49	NORTH DR		PHONE
23-064519	03/24	13:04	S MAIN ST/BARRINGER DR		PHONE
23-068826	03/30	11:45	NC HWY 49 N		PHONE
SUSPICIOUS VEHICLE				3	
23-046647	03/01	10:57	ROSS CIR		PHONE
23-047211	03/02	01:00	ROSS CIR		W911
23-048665	03/03	22:27	NC HWY 49 N		PHONE
THREATENING SUICIDE				1	
23-064836	03/24	20:26	N COLLEGE ST		PHONE
TRAFFIC ACC PROPERTY DAMAGE				8	
23-048599	03/03	19:53	E FRANKLIN ST	23-0303-0014	PHONE
23-048959	03/04	09:15	NC HWY 73 E	23-0304-0004	PHONE
23-049197	03/04	17:43	NC HWY 49 N	23-0304-0006	PHONE
23-053212	03/09	19:10	N MAIN ST	23-0309-0019	PHONE
23-059480	03/18	01:53	W FRANKLIN ST/N HALIFAX ST	23-0318-0001	PHONE
23-060060	03/18	22:14	W FRANKLIN ST	23-0318-0006	PHONE
23-064514	03/24	12:58	MALIBU RD		PHONE
23-064660	03/24	15:27	ROSS CIR	23-0324-0009	PHONE
TRAFFIC ACCIDENT PI				1	
23-052501	03/08	22:30	NC HWY 49 N		PHONE

253 / Mt Pleasant

TRASH DUMPING			1	
23-058772	03/17 07:43	W FRANKLIN ST		PHONE

WARRANT			1	
23-061770	03/21 10:52	E FRANKLIN ST		PHONE

WELFARE CHECK (PERSON)			3	
23-049472	03/05 08:21	W FRANKLIN ST		PHONE
23-065335	03/25 19:07	ROSS CIR		PHONE
23-068496	03/29 22:56	MALIBU RD		PHONE

Brand Implementation Plan

A successful brand is achieved through a multi-channel implementation plan. The plan will create a unique point of view in the community to develop a perception around who you are, what you believe and why it matters.

It's not just how you market yourself but how you relate through interactions, facilitate and inspire through your environment, educate through training and deliver on your commitments.

If you neglect these, expect to fall short.

1. Organize all brand touch points

Most critical to least critical - assign deadlines

Phase 1 Assets - these items are included within the current contract scope

Brand guide (estimated completion by 4/30)

Website (12 - 16 weeks once project begins)

Core Business Papers, updating logos being used

Electronic templates (estimated completion by 4/30)

Letterhead, Envelopes, Business Cards (estimated completion by 4/30)

Utility Bills (for April bills 4/21)

Online Store with branded items - shirts, hats, cups/water bottles - Date TBD

The following phase of assets are not included within our current contact scope. These can be completed as budgets allow.

Phase 2 Assets

HR Material

Employee Uniforms

Park Drive Wayfinding Sign

Welcome Sign at Hwy 49/Hwy 73 Interchange

Environmental Graphics

Building Signage

Interior Signage

Fleet Graphics

Phase 3 Assets

Replace old material as its depleted

Thank you cards

Checks

Employee Benefits

Employee Material

Other miscellaneous items

Promo Items

2. Identify Audiences

Internal

This is the most important audience and most often the most overlooked.

You need all staff to be excited about the new brand and to know the way it came to be, the process used to produce it. It is important that employees understand and believe in the new direction and share the excitement.

This is a cause to celebrate!

Internal launch party

- Invite all staff

- Present the new brand

- Have a branded gift for each employee

- Tell how the new brand came to be and that it was a unanimous vote for citizens, staff and council.

- You want the staff to understand the process so they can explain it when asked and be a cheerleader for the new brand.

Existing Citizens and businesses

Press Release

- New Brand

- New website to come

- New ways to communicate with our citizens

Thank all the citizens who have helped bring the new brand to fruition

- A gift for each of them - possible a small plaque with the new brand and acknowledge they were on the Citizen Advisory Group.

Launch City Newsletter - via email, Facebook and website

External Audience

Announce new brand

- Tell the process, hiring the firm, the focus groups and survey to get community input.

- The Citizen Advisory Group (CAG) who worked with the firm to define the new brand.

- CAG presented and made recommendation to the Town Council and it passed unanimously.

Press Release

- Media Channels

- Social Media

- Website

Brand Launch Check List

Adopt Brand

- Board adoption

Technical Integration

- Install fonts
- Copy brand folder to local drive
- Share brand folder with appropriate staff

Social Media

- Update Facebook profile
- Update Instagram profile
- Update any other social media profiles

Communication

- Update email signatures
- Develop a PowerPoint template
- Adopt digital letterhead
- Adopt envelope template
- Adopt business card template

Collateral

- Develop process for sharing brand resources to community partners
- Discuss online store for branded items available to citizens

Wayfinding

- Plan pole banner strategy
- Plan event banner strategy
- Discuss entry/welcome signage plan

Printing/Collateral

- ACFR design
- Identify other current collateral
- Future shopping & dining guide/map
- Visit - Postcards
- Staff/Council Thank You cards

Events

- Signage/banners
- Logo variants with new branding
- Promotional items
- Volunteer swag

Other

Mount Pleasant

North Carolina

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AGENDA ITEM:

Consider the applications submitted for the Town Board seat vacated by Jim Sells on March 14th.

NARRATIVE:

Per approval by the Town Board on March 13th, the vacant seat on the Town Board was advertised on social media and the website. The Town has received applications from the following residents:

Steven Dixon
Roy Keene
Elizabeth "Liz" Poole

All applicants live in the Town limits. The term would end in November, 2023.

Copies of the applications are attached.

RECOMMENDATION:

Open

Mount Pleasant

North Carolina

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Application for Appointment to Town of Mount Pleasant Boards

The Town of Mount Pleasant Board of Commissioners believe that all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a member of one of the Town's various boards. If you wish to be considered for appointment to a board, please complete the information below and return it to the Town Clerk at Mount Pleasant Town Hall located at 8590 Park Drive or by mail to PO Box 787, Mount Pleasant, NC 28124. For more information about serving on an appointed board, you may contact Town Hall at (704) 436-9803.

Town Boards (Please check all you are interested in):

Town Board of Commissioners (by election only)

ABC Board Planning & Zoning Board

Name: STEVEN DIXON

Home Street Address: 1438 N. MAIN ST. MT PLEASANT NC 28124

Mailing Address (if different): PO BOX 425 MT. PLEASANT NC 28124

Telephone: Home: _____ Cell: 704-960-3266

Email Address: stevendixon81@gmail.com

Occupation: SALES & OPERATIONS PLANNING ANALYST

Employer: CHARLOTTE PIPE & FOUNDRY COMPANY

How many hours per month can you devote to Board work?: WHAT'S ESSENTIAL?

Are you unavailable any days during the week for daytime or evening meetings? (please list): DAYTIME COULD BE DIFFICULT

How long have you resided in Mount Pleasant?: SINCE OCTOBER 2022

Educational Background: HIGH SCHOOL DIPLOMA,
ASSOCIATES DEGREE IN PARAMEDICINE FROM PCCC

Business and Civic Experience: 2003-PRESENT - CHARLOTTE PIPE
2003-2005 PRODUCTION, 2005-2018 SHIPPING DEPT.

2019-2021 VENDOR MANAGED INVENTORY (ADMIN)
Summer 2021 - Present SALES & OPERATIONS PLANNING (ADMIN)

Areas of Interest/Skills: Town Governments in General,
Being an integral and supportive member
of our town. Analytical, detail oriented,
logical, dependable, work well with others 😊

Have you ever served on a Board or Commission before? (list name of Board and dates):
No

Have you ever been charged with and/ or convicted of a criminal offence? _____ If so, please explain:
No

References

List three persons who are not related to you and who have definite knowledge of your qualifications and fitness for the position for which you are applying

Names and Phone Numbers:

1. NATHAN HARMILL 704-291-1508
2. GARE MULLIS JR. 704-989-1176
3. TRAVIS COCHRAN 704-219-1234

I understand that this application will be active for 6 months and I hereby authorize The Town of Mount Pleasant to verify all information included in this application. I further understand this application is subject to the N. C. Public Records Law (NCGS 132-1) and may be released upon request. Meetings of the appointed boards are subject to the N. C. open meeting law (NCGS 143-318.10).

APRIL 3, 2023
Date

[Signature]
Signature of the Applicant

For Office Use Only

Date Received: ___/___/20___ By: _____

Mount Pleasant

North Carolina

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Application for Appointment to Town of Mount Pleasant Boards

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Town Boards (Please check all you are interested in):

Town Board of Commissioners (by election only)

ABC Board **Planning & Zoning Board**

Name: Roy Keene

Home Street Address: 8865 Erbach Lane

Mailing Address (if different): _____

Telephone: Home: _____ Cell: 954-205-8762

Email Address: roygkeene@gmail.com

Occupation: Engineering Tech.

Employer: NCDOT

How many hours per month can you devote to Board work?: As much as needed

Are you unavailable any days during the week for daytime or evening meetings? (please

list): Monday to Friday unavailable in mornings, available upon request.

How long have you resided in Mount Pleasant?: 3 years

Educational Background: BA in Communications, BA in Sociology.

Business and Civic Experience: Customer Based Experience from Employers; Budgeting from Supervisory experience.

Mount Pleasant

North Carolina

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Application for Appointment to Town of Mount Pleasant Boards

The Town of Mount Pleasant Board of Commissioners believe that all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a member of one of the Town's various boards. If you wish to be considered for appointment to a board, please complete the information below and return it to the Town Clerk at Mount Pleasant Town Hall located at 8590 Park Drive or by mail to PO Box 787, Mount Pleasant, NC 28124. For more information about serving on an appointed board, you may contact Town Hall at (704) 436-9803.

Town Boards (Please check all you are interested in):

- Town Board of Commissioners (by election only)
 ABC Board Planning & Zoning Board

Name: Elizabeth "Liz" Poole

Home Street Address: 888 N. Main St. Mt Pleasant, NC

Mailing Address (if different): PO Box 355 Mt. Pleasant NC

Telephone: Home: _____ Cell: 980-621-4628

Email Address: poole4mpnc@gmail.com

Occupation: CTE Coordinator

Employer: Cabarrus County Schools

How many hours per month can you devote to Board work?: as needed

Are you unavailable any days during the week for daytime or evening meetings? (please list): M-F 6:30AM - 3:00 PM

How long have you resided in Mount Pleasant?: 5 months lifelong Cabarrus County Resident

Educational Background: UNC-CH Business Administration

Queens College - Charlotte Masters of Business Admin Various Continuing Ed

Business and Civic Experience: Previous Business Owner

Cabarrus County Board of Education 10 yrs. Cabarrus County Commissioner 12 years
WSACC, CRMPO

Areas of Interest/Skills: Planning & Zoning, Education, General Concerns
Critical thinker, Excel, Good listener, Concerned citizen

Have you ever served on a Board or Commission before? (list name of Board and dates): WSACC
Cabarrus County Board of Commissioners 2005 - 2020 CRMPD
Cabarrus County Board of Education 1998 - 2008

Have you ever been charged with and/ or convicted of a criminal offence? No If so, please explain:

References

List three persons who are not related to you and who have definite knowledge of your qualifications and fitness for the position for which you are applying

Names and Phone Numbers:

- Jane Cauthen 980-521-7938
- Shannon Bulger 980-439-9354
- Gina Smith 704-621-2247

I understand that this application will be active for 6 months and I hereby authorize The Town of Mount Pleasant to verify all information included in this application. I further understand this application is subject to the N. C. Public Records Law (NCGS 132-1) and may be released upon request. Meetings of the appointed boards are subject to the N. C. open meeting law (NCGS 143-318.10).

3/16/23
Date

Elizabeth F. Poole
Signature of the Applicant

For Office Use Only

Date Received: ___/___/20___ By: _____

Mount Pleasant

North Carolina

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AGENDA ITEM:

Consider approving a contract with Wooten Engineering to design and manage the construction of a new 6" water line on Park Drive in the amount of \$27,600.

NARRATIVE:

The Town Manager and Staff are recommending the Town Board's consideration and approval to construct a 6" water line on Park Drive from where it ends in front of Town Hall to the intersection of Park Drive and North Washington Street. All of the buildings on the Town Hall Complex are served by very old cast iron water lines that need to be replaced. It would be better to extend the 6" water line to tie in on North Washington Street to help with water quality issues that we currently experience prior to repaving the parking lot.

We estimate the cost of the project to be \$150,000 - \$200,000 with the engineering cost to be \$27,600. The Town Manager and Staff recommend the approval of this project as soon as possible in order to finish the Town Hall Complex project.

We recommend using available water and sewer fund balance to pay for the engineering services and we will identify the funding for the actual project once the project is designed and bid.

RECOMMENDATION:

Motion to approve the contract with Wooten Engineering in the amount of \$27,600 and Budget Amendment #13 W/S Fund Balance for Engineering Fees.

This is **Task Order No. 7**
consisting of 5 pages.

Task Order No. 7

In accordance with Paragraph 1.01 of the Agreement between Owner and Engineer for Professional Services – Task Order Edition, dated September 29, 2020 ("Agreement"), Owner and Engineer agree as follows:

1. Specific Project Data

A. Title: **Park Street Water Line Project**

Description: **Provide Engineering Services for the Design Survey, Design and Permitting, Bidding, and Construction Administration and Observation services for the Park Street Water Line Project in the Town of Mount Pleasant.**

Number of Construction Contracts

The Specific Project is anticipated to be constructed under 1 Construction Contracts.

2. Services of Engineer

Design Services

Includes part A1.03 – Final Design Phase from Exhibit A in original Agreement. Need to add Design Survey Services as described here:

- *Complete topographic survey including 750 linear feet on road shoulder.*
- *Provide "level C" Subsurface Utility Engineering (SUE) services for horizontal subsurface utility location data. This includes utility research, type of utility and Owner, surveying and gathering existing utility information within the project limits for the following: Gas, Fiber Optic, Cable, Telephone, Water, and Sewer. Telephone consultation with utility providers and one (1) field meeting are included.*
- *Provide preliminary research of existing easements and rights-of-way in the project area utilizing GIS data, DOT provided information and obvious existing property corners and monuments. This does not constitute a property or right-of-way survey of the project area. Advise the Owner of installation easements and rights-of-way needed for project.*

Bidding or Negotiating Services

Includes Part 3A1.04 from original Agreement.

Construction Administration Services

Includes Part 4A1.05 from original Agreement, for an estimated 3 months including part time Construction Observation for a total of approximately 25 hours.

Part 6 of Exhibit A is incorporated by reference unless otherwise noted.

3. Owner's Responsibilities

Owner shall have those responsibilities set forth in Article 2 and in Exhibit B, subject to the following:

4. Times for Rendering Services

<u>Phase</u>	<u>Completion Date</u>
<u>Design Survey</u>	<u>April 30, 2023</u>
<u>Design and Permitting</u>	<u>July 31, 2023</u>
<u>Bidding</u>	<u>August 31, 2023</u>
<u>Construction</u>	<u>December 30, 2023</u>

5. Payments to Engineer

A. Owner shall pay Engineer for services rendered as follows:

<i>Category of Services</i>	<i>Compensation Method</i>	<i>Estimate of Compensation for Services</i>
Design Survey	Lump Sum	\$2,600
Design and Permitting	Lump Sum	\$9,500
Bidding	Lump Sum	\$3,500
Construction Administration and Observation (part-time)	Hourly	\$12,000

B. The terms of payment are set forth in Article 4 of the Agreement and in Exhibit C.

6. Consultants

7. Other Modifications to Agreement:

8. Attachments: Standard Hourly Rate Schedule

9. Documents Incorporated By Reference:

10. Terms and Conditions: Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is _____.

OWNER:

Town of Mount Pleasant


By (Signature): _____

Typed Name: **W. Del Eudy**
Title: **Mayor**

Date Signed: _____

ENGINEER:

**L.E. Wooten & Company dba
The Wooten Company**

By (Signature): 

Typed Name: **W. Brian Johnson, PE**
Title: **Vice President**

Date Signed: **3/28/23**

Engineer License or Firm's
Certificate No. **F-0115**
State of: **NC**

**DESIGNATED REPRESENTATIVE FOR
TASK ORDER:**

Typed Name: **Randy Holloway**
Title: **Town Manager**

Address: **P. O. Box 787
Mount Pleasant, NC 28124**

E-Mail
Address: **hollowayr@mtpleasantnc.us**
Phone: **(704) 436-9803**

**DESIGNATED REPRESENTATIVE FOR
TASK ORDER:**

Typed Name: **John C. Grey, PE**
Title: **Western Division Lead**

Address: **300 S. Main St., Lower Level
Winston-Salem, NC 27101**

E-Mail
Address: **jgrey@thewootencompany.com**
Phone: **(336) 722-5326**

PRE-AUDITED STATEMENT

This instrument has been pre-audited in a manner
Required by the Local Government Budget and Fiscal
Control Act.

Print Name: **Amy Schueneman**

Title: **Town Clerk and Finance Officer**

By (Signature): _____

Date Signed: _____

Mount Pleasant

North Carolina

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Agenda item:

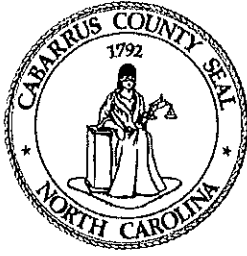
Consider Setting Filing Fees for the 2023 November Election.

Narrative:

The Town Clerk has received a request from the Cabarrus County Board of Elections requesting information on the 2023 filing fees for the Town of Mount Pleasant. The current filing fees are \$25.00. We also have the estimated budget of \$7,788.00 for the 2023 elections and that will be included in the recommended FY-2023/2024 Town budget.

Recommendation:

Open.



Martin Ericson – Chairman
Jay White - Secretary
Joanna Dudley - Member
David Black – Member
Sophia Wilkerson - Member

Carol Link Soles, Director

Cabarrus County Board of Elections

March 24, 2023

To: Amy Schueneman, Town Clerk
Town of Mt. Pleasant

From: Carol Link Soles, Director
Cabarrus County Board of Elections

Re: 2023 Municipal Election estimates/filing dates

Please note the General Election for the Town of Mt. Pleasant will be held November 7, 2023. The approximate cost to Mt. Pleasant for their General Election in November will be \$7,788.00. Be assured, as in the past, we will try to keep this cost down and pro-rate where possible.

Candidate filing opens Friday, July 7, 2023 at 12 o'clock noon and closes Friday, July 21, 2023 at 12 o'clock noon.

Since we have many inquiries as to the cost to file, it would be helpful to our office if you would inform us of the filing fee as soon as possible. The filing fee as stated in §163-294.2 (e) shall be fixed by the governing board. The governing board shall have the authority to set the filing fee at not less than five dollars nor more than one percent of the annual salary of the office sought unless one percent of the annual salary of the office sought is less than five dollars, in which case the minimum filing fee of five dollars will be charged.

Finally, if there have been any town charter changes, please send a copy to me.

Do not hesitate to call this office if I can be of assistance to you.

**ESTIMATED COST DUE FOR SERVICE RENDERED IN CONDUCTING November 7, 2023
MUNICIPAL ELECTION**
(For Budget purposes only)

CABARRUS COUNTY ELECTION: *Town of Mt. Pleasant Municipal Election*
DATE: *November 7, 2023*

PUBLIC NOTICE: <u><i>The Independent Tribune</i></u>	\$ 950.00
<u><i>Absentee Notices</i></u>	\$ 98.00
BALLOT CARDS: <u>Ballots x .35 ¢ (Estimated cost of ballots)</u>	\$ 525.00
ELECTION BOARD MEMBERS (5 MEMBERS) <u>MEETINGS prorated @ 400 per mtg</u>	\$ 400.00
NUMBER OF PRECINCTS: <u>1</u>	
CHIEF JUDGE: <u>1</u>	<u>\$ 285.00</u>
JUDGES: <u>2</u>	<u>\$ 500.00</u>
ASSISTANTS: <u>4</u>	<u>\$ 800.00</u>
PART-TIME CLERICAL <u>1 precinct</u>	<u>\$ 350.00</u>
ONE-STOP VOTING PERSONNEL	<u>\$ 1560.00</u>
TOTAL PERSONNEL COST:	<u>\$ 3,495.00</u>
RENT FOR PRECINCTS:	<u>\$.00</u>
SAMPLE AND ABSENTEE BALLOTS:	<u>\$ 60.00</u>
MACHINE DELIVERY: <u>1 precinct</u>	<u>\$ 500.00</u>
POSTAGE: <u>Absentee-Precinct Official and Polling location mailings</u>	<u>\$ 75.00</u>
MISCELLANEOUS:	<u>\$</u>
<u>Federal Express</u>	<u>\$ 5.00</u>
<u>Programming fees</u>	<u>\$ 900.00</u>
<u>ATV Form/Labels/Printing of registration book</u>	<u>\$ 60.00</u>
<u>Election Support (if Needed)</u>	<u>\$ 720.00</u>
LESS FILING FEES	<u>\$</u>
TOTAL COST:	<u>\$ 7,788.00</u>

For the Cabarrus County Board of Elections
Carol Link Soles - Director

*PRO-RATED WHERE POSSIBLE

Mount Pleasant

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AGENDA ITEM:

Jonathan & Aurelia Helms would like to address the Board concerning the tap fees for their new home at 1576 S. Main St.

NARRATIVE:

The Helms family is building a new home at 1576 S. Main St., and they have expressed concern to Town staff about paying for a new water connection. According to the Fees & Charges Schedule adopted on June 13, 2022,

“Water & Sewer Taps located within State DOT rights-of-way will be the responsibility of the property owner. Taps shall be installed by the utility contractors approved by the Town of Mount Pleasant, unless decided by Public Works Department that it can be installed in-house. Homeowner/contractor will be responsible for paying the utility contractor directly. Homeowner/contractor would still need to complete a Town water/sewer application, pay the \$100 deposit, and the \$25 application fee to have service with the Town. (Only one application, deposit, and application fee required per address, if water and sewer are both available.)”

Approximately 5 + years ago, the old water tap for the dilapidated home began leaking underneath South Main St., and Public Works did the emergency repair. The old line to the decaying home was abandoned, and a new line was not put into service since it was considered a vacant lot.

- Attached is an email dated July 5, 2022 between Town Staff and the builder, Quicksilver, in which Casey Honeycutt states, “I have called Garrow Utilities for new taps since the others were old and in the middle of the driveway.”
- Since Public Works does not install taps in driveways because of the potential damages that could be caused by cars driving over the meter box, this tap would have needed to be moved from the old location regardless.
- Public Works no longer installs taps on DOT roads due to stringent and costly DOT requirements to repair the roadway. Staff gives an approved list of contractors to residents to contact for taps in these situations, and all tap charges are handled between the two parties.
- If the tap is on a non-DOT road, the Town currently charges \$3,850 per tap.
- Randy Holloway has asked Mr. Helms for an itemized cost estimate from the selected contractor. He will provide a copy at the meeting.

RECOMMENDATION:

Open

Jennifer Blake

From: Casey Honeycutt <casey@quicksilver-inc.com>
Sent: Tuesday, July 5, 2022 4:30 PM
To: Erin Burris
Cc: Jennifer Blake
Subject: Re: Helms Zoning Application

Caution: This Email Message Originated Outside of Our Email Server. Please Use Caution When Opening Links and Attachments

Thank you!



I have called Garrow Utilities for new taps since the others were old and in the middle of the driveway.

Thanks,

Casey Honeycutt

Vice President

Cell: 980-621-5894

P.O. Box 37
Mt. Pleasant, NC 28124



On Tue, Jul 5, 2022 at 4:18 PM Erin Burris <burrise@mtpleasantnc.us> wrote:

Casey,

I have attached the approved zoning permit. Please call Town Hall to pay the \$50 fee. We are double checking the status of the existing water and sewer taps to see if they can be used. It's been a while, and I can't remember what (if anything) was determined on those.

Thanks,

Erin S. Burris, AICP

Planning & Economic Development Director

Town of Mount Pleasant

704-436-0382

burrise@mtpleasantnc.us

Have a Pleasant Day!

Facebook / Twitter

Pursuant to North Carolina General Statutes Chapter 132, Public Records, this electronic mail message and any attachments hereto, as well as any electronic mail message(s) that may be sent in response to it may be considered public record and as such are subject to request and review by anyone at any time.

From: Casey Honeycutt <casey@quicksilver-inc.com>
Sent: Tuesday, July 5, 2022 12:47 PM
To: Erin Burris <burrise@mtpleasantnc.us>
Subject: Re: Helms Zoning Application

Caution: This Email Message Originated Outside of Our Email Server. Please Use Caution When Opening Links and Attachments

Sounds great. I appreciate it!

| Thanks,

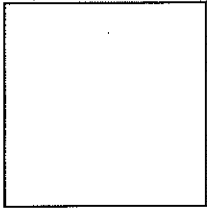
Casey Honeycutt

Vice President

Cell: 980-621-5894

P.O. Box 37

Mt. Pleasant, NC 28124



On Fri, Jul 1, 2022 at 2:34 PM Erin Burris <burrise@mtpleasantnc.us> wrote:

The house is beautiful. I am at home with a sick child today and Town Hall will be closed Monday, but I will have this issued for you on Tuesday.

From: Casey Honeycutt <casey@quicksilver-inc.com>
Sent: Friday, July 1, 2022 12:57 PM
To: Erin Burris <burrise@mtpleasantnc.us>
Subject: Helms Zoning Application

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Hey Erin,

I hope you are doing well! The links below will allow you to access the Zoning Application along with a set of plans. The Plot plan is on the last page of the plans. I will have the footings and foundation surveyed to ensure we are within the setbacks.

We spoke before and currently we are looking to be completed by the end of March.

Plans: <https://qcbinc.egnyte.com/dl/nwZjxBJtno>

Application: <https://qcbinc.egnyte.com/dl/qyg3zVXXyl>

Please let me know if you need any additional information!

|| Thanks,

|| *Casey Honeycutt*

Vice President

Cell: 980-621-5894

Tap Fees for Area Municipalities (3/28/23)

Town/City	System Dev		Other fees	Sewer Tap Fee	System Dev Fee	Other Fees	Total for BOTH Water & Sewer Taps
	Water Tap Fee	Fee					
Mount Pleasant	\$3,850.00	0	\$100 deposit/\$25 application fee	\$ 3,850.00	-	0	\$7,825.00
Concord	\$1,134.00	\$ 1,262.00	\$193 meter	\$ 1,000.00	\$ 1,135.00	0	\$4,724.00
Midland	Installed by City of Concord						
Kannapolis	\$3,250.00	\$1350	\$75 deposit	\$ 4,250.00	\$1000	0	\$9,925.00
		Connection fee			Connection Fee		
Norwood	\$1,100.00	0	\$2750 if boring + 10%	\$ 1,400.00	\$2750 if boring + 10%		\$2700-\$8200
		\$200 meter fee					
Harrisburg	\$1,115.00	\$ 3,895.00	\$545 Facility Charge (meter)	\$ 1,115.00	\$ 2,700.00		\$9,370.00
Locust (Scott) 704-888-4744	\$1200 by Stanly Co.	\$ 3,722.00		\$ 2,500.00	\$ 2,500.00	300 Compliance fee	\$10,222.00

Mount Pleasant

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AGENDA ITEM:

Consider appointing an ABC Board member to fill the empty seat vacated by Rick Lambert who resigned on 4/1/2023.

NARRATIVE:

Amy Underwood, ABC Store General Manager, forwarded an email to Amy Schueneman from Rick Lambert stating that he did not want to be reappointed to the ABC Board this year. He thought his term ended on June 30, 2023; however, his term ends June 30, 2024. Ms. Underwood called Mr. Lambert to correct the term end date and at that time he stated that he would like to go ahead and resign effective immediately.

Since the Board had already asked for applications to be requested for the ABC Board for July 1, 2023 appointments, the Town Clerk has received one application from Gordon Preddy. Mr. Preddy lives in the ETJ not Town limits. As the Board may recall, ETJ members may be placed on the ABC Board if there are no qualifying applicants from inside Town limits.

When the Town Board fills this seat, the person would have an expiring term of June 30, 2024.

RECOMMENDATION:

Open

Amy Schueneman

From: Mt Pleasant ABC Board <mpabc68@gmail.com>
Sent: Tuesday, April 4, 2023 7:59 AM
To: Amy Schueneman
Subject: Fwd: ABC Board Reappointment

Caution: This Email Message Originated Outside of Our Email Server. Please Use Caution When Opening Links and Attachments

----- Forwarded message -----

From: lmbrcks@aol.com <lmbrcks@aol.com>
Date: Sat, Apr 1, 2023 at 6:17 PM
Subject: ABC Board Reappointment
To: Mt Pleasant ABC Board <mpabc68@gmail.com>

First I would like to thank the Town of Mt Pleasant as well as current local ABC Board for allowing me to serve a term here. It has been a pleasure to serve but due to my retirement and relocation of permanent residence I will not be seeking reappointment after this term. Thank you again and my best to all for continued success. Sincerely, Rick L Lambert
Sent from the all new AOL app for Android

Mount Pleasant

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Application for Appointment to Town of Mount Pleasant Boards

The Town of Mount Pleasant Board of Commissioners believe that all citizens should have the opportunity to participate in governmental decisions. One way of participating is by serving as a member of one of the Town's various boards. If you wish to be considered for appointment to a board, please complete the information below and return it to the Town Clerk at Mount Pleasant Town Hall located at 8590 Park Drive or by mail to PO Box 787, Mount Pleasant, NC 28124. For more information about serving on an appointed board, you may contact Town Hall at (704) 436-9803.

Town Boards (Please check all you are interested in):

Town Board of Commissioners (by election only)

ABC Board Planning & Zoning Board

Name: Gordon David Preddy

Home Street Address: 8620 Fisher Road, Mount Pleasant NC 28124

Mailing Address (if different): _____

Telephone: Home: (704) 436-9015 Cell: (704) 309-6602

Email Address: g.preddy@gordonfuneralhome.com

Occupation: Funeral Director

Employer: Gordon Funeral Home of Mt. Pleasant

How many hours per month can you devote to Board work?: As many as needed.

Are you unavailable any days during the week for daytime or evening meetings? (please list): _____

How long have you resided in Mount Pleasant?: 33 Years

Educational Background: Mount Pleasant High Graduate 2008

Campbell University Graduate 2012, Bachelors of Business Administration, Fayetteville Technical Community College Graduate 2019, Associates in Applied Science, Funeral Service Education.

Business and Civic Experience: Class A PGA Golf Professional for 6 years at various golf clubs, Funeral Director at Gordon Funeral Home of MP, Golf coach of Men's and Women's golf teams at MPHS.

8590 Park Drive : PO Box 787 : Mount Pleasant, North Carolina 28124 : tel. 704-436-9803 : fax 704-436-2921

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

