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**TOWN OF WEDDINGTON
REGULAR TOWN COUNCIL MEETING
MONDAY, JANUARY 12, 2015 – 7:00 P.M.
WEDDINGTON TOWN HALL
1924 WEDDINGTON ROAD
WEDDINGTON, NC 28104
AGENDA**

Prayer – Mayor Bill Deter

1. Open the Meeting
2. Pledge of Allegiance
3. Determination of Quorum
4. Presentation of Town and Providence VFD Audits – Tinsley and Terry

PUBLIC ADDRESS TO THE COUNCIL

Any individual or group who wishes to address the Council may do so at this time. Each speaker will have three (3) minutes to make their remarks and shall obey reasonable standards of courtesy in their remarks. Typically, this is a time for the Mayor and Council to hear from the public and not respond. If questions are raised, a member of the Town Council or Staff may contact the individual after the meeting to help address issues raised. If the item you wish to speak about is a Public Hearing item, address your concerns during that time and not under the Public Comment period.

5. Public Comments
6. Additions, Deletions and/or Adoption of the Agenda
7. Approval of Minutes
 - A. November 10, 2014 Continued Town Council Meeting
 - B. November 10, 2014 Regular Town Council Meeting

Consent Agenda. The Council may designate a part of the agenda as the "Consent Agenda." Items placed on the consent agenda are judged to be non-controversial and routine. Any member of the Council may remove an item from the consent agenda and place it on the regular agenda while the agenda is being discussed and revised prior to its adoption at the beginning of the meeting. All items on the consent agenda shall be voted on and adopted by a single motion, with the minutes reflecting the motion and vote on each item.

8. Consent Agenda (Public Hearings to be held February 9, 2015 at 7:00 p.m. at the Weddington Town Hall)
 - A. Call for Public Hearing to Consider Proposed Text Amendments to Section 58-4 – Definition of Thoroughfare
 - B. Call for Public Hearing to Consider Proposed Text Amendments to Section 46-76 – Revising Language to Meet the Revised Definition of Thoroughfare
 - C. Consideration of Releasing Bond Money for Lake Forest Preserve Subdivision
 - D. Consideration of Approval of Resolution of Consideration Identifying Areas as Being Under Consideration for Annexation

E. Consideration of Amendment to Fire Suppression Agreement for Providence VFD

9. Old Business

- A. Review and Consideration of Town's Participation in Local Cost Sharing for Sidewalks for the Proposed Rea Road Extension (NCDOT STIP No. U-3467)
- B. Consideration of Quotes/Proposals for Bathroom Work to be Completed at Providence VFD
- C. Consideration of Quotes/Proposals for Landscaping Work to be Completed at Providence VFD
- D. Discussion of McGrath Fire Study

10. New Business

- A. Review and Consideration of Proposals for Facilitator for 2015 Council Retreat

11. Update from Town Planner

12. Public Safety Report

13. Update from Finance Officer and Tax Collector

14. Transportation Report

15. Council Comments

16. Adjournment

**TOWN OF WEDDINGTON,
NORTH CAROLINA**

Financial Statements

June 30, 2014

Town Council Members

Bill Deter, Mayor
Don Titherington, Mayor Pro Tem
Pamela Hadley
Barbara Harrison
Michael Smith

Administrative and Financial Staff

Leslie Gaylord, CPA, Finance Officer
Kim Woods, Tax Collector

Town of Weddington, North Carolina
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June 30, 2014

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Financial Section

Independent Auditors' Report

To the Honorable Mayor
And Members of the Town Council
Weddington, North Carolina

We have audited the accompanying financial statements of the governmental activities and each major fund of the Town of Weddington, North Carolina, as of and for the year ended June 30, 2014, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditors consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall financial statement presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, based on our audit, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, and each major fund of the Town of Weddington, North Carolina as of June 30, 2014, and the respective changes in financial position and the respective budgetary comparison for the General Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, on pages I to IX, be presented to supplement the basic financial statements. Such information, although not a required 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. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about 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 do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary and Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the basic financial statements of the Town of Weddington, North Carolina. The combining and individual fund statements, budgetary schedules, and other schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual fund statements, budgetary schedules, and other schedules are the responsibility of management and were derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America by us. In our opinion, based on our audit, the procedures performed as described above, and the combining and individual fund statements, budgetary schedules, and other schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Tinsley & Terry, CPAs, P.A.

Tinsley & Terry, CPAs, P.A.
Cornelius, North Carolina
November 14, 2014

Management's Discussion and Analysis

Management's Discussion and Analysis

As management of the Town of Weddington, we offer readers of the Town of Weddington's financial statements this narrative overview and analysis of the financial activities of the Town of Weddington for the fiscal year ended June 30, 2014. We encourage readers to read the information presented here in conjunction with additional information that we have furnished in the Town's financial statements, which follow this narrative.

Financial Highlights

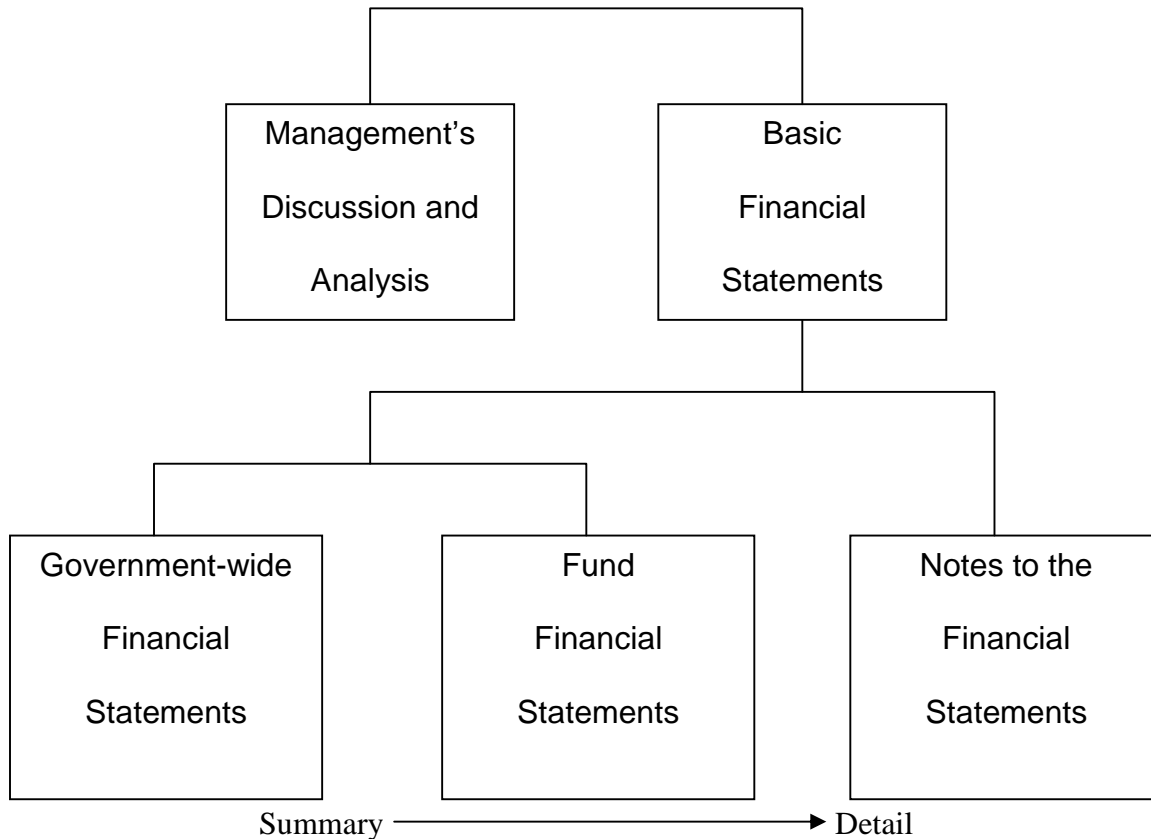
- The assets and deferred outflows of resources of the Town of Weddington exceeded its liabilities and deferred inflows of resources at the close of the fiscal year by \$3,296,216 (*net position*).
- The government's total net position increased by \$175,553, primarily due to increases in the governmental activities net position.
- As of the close of the current fiscal year, the Town of Weddington's governmental funds reported combined ending fund balances of \$2,652,689 with a net change of \$191,103 in fund balance. Approximately 5.25 percent of this total amount, or \$139,168, is non-spendable or restricted.
- At the end of the current fiscal year, unassigned fund balance for the General Fund was \$2,395,521, or 131.76 percent of total general fund expenditures for the fiscal year.
- The Town of Weddington does not have any outstanding debt.

Overview of the Financial Statements

This discussion and analysis are intended to serve as an introduction to Town of Weddington's basic financial statements. The Town's basic financial statements consist of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements (see Figure 1). The basic financial statements present two different views of the Town through the use of government-wide statements and fund financial statements. In addition to the basic financial statements, this report contains other supplemental information that will enhance the reader's understanding of the financial condition of the Town of Weddington.

Required Components of Annual Financial Report

Figure 1



Basic Financial Statements

The first two statements (Exhibits 1 and 2) in the basic financial statements are the **Government-wide Financial Statements**. They provide both short and long-term information about the Town's financial status.

The next statements (Exhibits 3 through 5) are **Fund Financial Statements**. These statements focus on the activities of the individual parts of the Town's government. These statements provide more detail than the government-wide statements. There are four parts to the Fund Financial Statements: 1) the governmental funds statements; 2) the budgetary comparison statements; 3) the proprietary fund statements; and 4) the fiduciary fund statements. The Town of Weddington has no proprietary or fiduciary funds so these parts of the Fund Financial Statements are omitted.

The next section of the basic financial statements is the **notes**. The notes to the financial statements explain in detail some of the data contained in those statements. After the notes, **supplemental information** is provided to show details about the Town's individual funds. Budgetary information required by the North Carolina General Statutes also can be found in this part of the statements.

Government-Wide Financial Statements

The government-wide financial statements are designed to provide the reader with a broad overview of the Town's finances, similar in format to a financial statement of a private-sector business. The government-wide statements provide short and long-term information about the Town's financial status as a whole.

The two government-wide statements report the Town's net position and how it has changed. Net position is the difference between the Town's total assets and deferred outflows of resources and total liabilities and deferred inflows of resources. Measuring net position is one way to gauge the Town's financial condition.

The government-wide statements are divided into three categories: 1) governmental activities; 2) business-type activities; and 3) component units. The governmental activities include most of the Town's basic services such as public safety, planning and zoning, and general administration. Property taxes and various state-collected taxes finance most of these activities. The Town of Weddington has no business-type activities or component units so these categories will be omitted from the Town's government-wide statements.

The government-wide financial statements are on Exhibits 1 and 2 of this report.

Fund Financial Statements

The fund financial statements (see Figure 1) provide a more detailed look at the Town's most significant activities. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Town of Weddington, like all other governmental entities in North Carolina, uses fund accounting to ensure and reflect compliance (or non-compliance) with finance-related legal requirements, such as the General Statutes or the Town's budget ordinance. The Town of Weddington has only governmental funds so these will be the only funds presented in its financial statements.

Governmental Funds – Governmental funds are used to account for those functions reported as governmental activities in the government-wide financial statements. All of the Town's basic services are accounted for in governmental funds. These funds focus on how assets can readily be converted into cash flow in and out, and what monies are left at year-end that will be available for spending in the next year. Governmental funds are reported using an accounting method called *modified accrual accounting* which provides a short-term spending focus. As a result, the governmental fund financial statements give the reader a detailed short-term view that helps him or her determine if there are more or less financial resources available to finance the Town's programs. The relationship between government activities (reported in the Statement of Net Position and the Statement of Activities) and governmental funds is described in a reconciliation that is a part of the fund financial statements.

The Town of Weddington adopts an annual budget for its General Fund, as required by the General Statutes. The budget is a legally adopted document that incorporates input from the citizens of the Town, the management of the Town, and the decisions of the Town Council about which services to

Management Discussion and Analysis
Town of Weddington

provide and how to pay for them. It also authorizes the Town to obtain funds from identified sources to finance these current period activities. The budgetary statement provided for the General Fund demonstrates how well the Town complied with the budget ordinance and whether or not the Town succeeded in providing the services as planned when the budget was adopted. The budgetary comparison statement uses the budgetary basis of accounting and is presented using the same format, language, and classifications as the legal budget document. The statement shows four columns: 1) the original budget as adopted by the Town Council; 2) the final budget as amended by the Town Council; 3) the actual resources, charges to appropriations, and ending balances in the General Fund; and 4) the difference or variance between the final budget and the actual resources and charges.

Notes to the Financial Statements – The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements begin on page 6 of this report.

Other Information – In addition to the basic financial statements and accompanying notes, this report includes certain required supplementary information concerning the Town of Weddington’s progress in funding its obligation to provide pension benefits to its employees. Required supplementary information can be found beginning on page 16 of this report.

Interdependence with Other Entities: The Town depends on financial resources flowing from, or associated with, the State of North Carolina. Because of this dependency, the Town is subject to changes in specific flows of intergovernmental revenues based on modifications to State laws and State appropriations. It is also subject to changes in investment earnings and asset values associated with U.S. Treasury Securities because of actions by foreign governments and other holders of publicly held U.S. Treasury Securities.

Government-Wide Financial Analysis

Town of Weddington’s Net Position

Figure 2

| | Activities | | Total | |
|---|--------------|--------------|--------------|--------------|
| | 2014 | 2013 | 2014 | 2013 |
| Current and other assets | \$ 2,939,809 | \$ 2,847,690 | \$ 2,939,809 | \$ 2,847,690 |
| Capital assets | 621,346 | 634,865 | 621,346 | 634,865 |
| Deferred outflows of resources | - | - | - | - |
| Total assets and deferred outflows of resources | 3,561,155 | 3,482,555 | 3,561,155 | 3,482,555 |
| Long-term liabilities outstanding | - | - | - | - |
| Other liabilities | 264,939 | 361,892 | 264,939 | 361,892 |
| Deferred inflows of resources | - | - | - | - |
| Total liabilities and deferred inflows of resources | 264,939 | 361,892 | 264,939 | 361,892 |
| Net position: | | | | |
| Net investment in capital assets | 621,346 | 634,865 | 621,346 | 634,865 |
| Restricted | 55,310 | 40,208 | 55,310 | 40,208 |
| Unrestricted | 2,619,560 | 2,445,590 | 2,619,560 | 2,445,590 |
| Total net position | \$ 3,296,216 | \$ 3,120,663 | \$ 3,296,216 | \$ 3,120,663 |

Management Discussion and Analysis
Town of Weddington

As noted earlier, net position may serve over time as one useful indicator of a government's financial condition. The assets and deferred outflows of the Town of Weddington exceeded liabilities and deferred inflows by \$3,296,216 as of June 30, 2014. The Town's net assets increased by \$175,553 for the fiscal year ended June 30, 2014. Only a small portion (18.85%) reflects the Town's net investment in capital assets (e.g. land, buildings, infrastructure, furniture, computers and equipment). The Town of Weddington uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. An additional portion of the Town of Weddington's net position, \$55,310, represents resources that are subject to external restrictions on how they may be used. The remaining balance of \$2,619,560 is unrestricted.

Several particular aspects of the Town's financial operations influenced the total unrestricted governmental net assets:

- Continued diligence in the collection of property taxes as evidenced by maintaining a tax collection percentage that is higher than the statewide average. The Town's collection percentage increased to 99.01% in 2014 as compared to 98.44% in 2013.
- Increased sales tax revenues and permits and fees due to economic growth in both the Town and Union County.
- Decrease in public safety spending of approximately \$200,000. The Town contributed approximately \$200,000 to one of the local volunteer fire departments in the prior year to pay for needed building renovation expenses. The Town has future plans to purchase the fire station from the fire department once the final renovations are completed.

**Town of Weddington’s Changes in Net Assets
Figure 3**

| | Governmental Activities | | Total | |
|-------------------------------------|-------------------------|------------------|------------------|------------------|
| | 2014 | 2013 | 2014 | 2013 |
| Revenues: | | | | |
| Program revenues: | | | | |
| Charges for services | \$ 145,560 | \$ 112,115 | \$ 145,560 | \$ 112,115 |
| Operating grants and contributions | 22,915 | - | 22,915 | - |
| General revenues: | | | | |
| Property taxes | 1,097,638 | 1,052,193 | 1,097,638 | 1,052,193 |
| Other taxes | 730,567 | 602,619 | 730,567 | 602,619 |
| Other | 8,957 | 17,437 | 8,957 | 17,437 |
| Total revenues | 2,005,637 | 1,784,364 | 2,005,637 | 1,784,364 |
| Expenses: | | | | |
| General government | 611,194 | 497,047 | 611,194 | 497,047 |
| Public safety | 1,001,363 | 1,213,141 | 1,001,363 | 1,213,141 |
| Economic and physical development | 217,527 | 163,999 | 217,527 | 163,999 |
| Total expenses | 1,830,084 | 1,874,187 | 1,830,084 | 1,874,187 |
| Increase in net position | 175,553 | (89,823) | 175,553 | (89,823) |
| Net position, July 1 (consolidated) | 3,120,663 | 3,210,486 | 3,120,663 | 3,210,486 |
| Net position, June 30 | \$ 3,296,216 | \$ 3,120,663 | \$ 3,296,216 | \$ 3,120,663 |

Governmental activities. Governmental activities increased the Town’s net assets by \$175,553. Key elements of this increase are as follows:

- Decrease in public safety spending of \$211,778. In the prior year the Town provided approximately \$200,000 of financial assistance to one of the fire departments for renovations to its fire station.
- Increase in Town’s sales tax revenues as a result of the Town’s proportion of the sales tax distribution increasing due to its ad valorem tax rate change in the prior year.
- Increase in permits and fees as a result of continuing economic growth in the area.

Financial Analysis of the Town's Funds

As noted earlier, the Town of Weddington uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds. The focus of the Town of Weddington's governmental funds is to provide information on near-term inflows, outflows, and balances of usable resources. Such information is useful in assessing the Town of Weddington's financing requirements.

The general fund is the chief operating fund of the Town of Weddington. At the end of the current fiscal year, Town of Weddington's fund balance available in the General Funds was \$2,395,521, while total fund balance reached \$2,652,689. The Governing Body of Town of Weddington has determined that the Town should maintain an available fund balance of 50% of general fund expenditures in case of unforeseen needs or opportunities, in addition to meeting the cash flow needs of the Town. The Town currently has an available fund balance of 132% of general fund expenditures, while total fund balance represents 146% of the same amount.

At June 30, 2014, the governmental funds of Town of Weddington reported a combined fund balance of \$2,652,689 with a net increase in fund balance of \$191,103. As the General Fund is the Town's only governmental fund, all of this increase is attributable to it.

General Fund Budgetary Highlights. During the fiscal year, the Town revised the budget on one occasion. Generally, budget amendments fall into one of three categories: 1) amendments made to adjust the estimates that are used to prepare the original budget ordinance once exact information is available; 2) amendments made to recognize new funding amounts from external sources, such as federal and State grants; and 3) increases in appropriations that become necessary to maintain services.

The General Fund final budget for expenditures increased due to the Town anticipating closing on the purchase of a fire station from one of the local volunteer fire departments prior to the end of the fiscal year. Such purchase ultimately was not finalized prior to year-end therefore the Town's actual expenditures were lower than final budgeted expenditures by this amount. Actual expenditures also were held in check to comply with its budgetary requirements.

Capital Asset and Debt Administration

Capital assets. The Town of Weddington's investment in capital assets for its governmental activities as of June 30, 2014, totals \$621,346 (net of accumulated depreciation). These assets include buildings, land, infrastructure, furniture and equipment, and computers and software.

There were no major capital asset transactions during the year.

**Town of Weddington’s Capital Assets
(net of depreciation)**

Figure 3

| | Governmental Activities | | Total | |
|----------------------------|----------------------------|-------------------|-------------------|-------------------|
| | 2014 | 2013 | 2014 | 2013 |
| Land | \$ 198,970 | \$ 198,970 | \$ 198,970 | \$ 198,970 |
| Buildings | 381,102 | 395,813 | 381,102 | 395,813 |
| Infrastructure | 24,045 | 25,625 | 24,045 | 25,625 |
| Equipment and furniture | 3,905 | 4,746 | 3,905 | 4,746 |
| Computer Software | 5,815 | 7,380 | 5,815 | 7,380 |
| Computer equipment | 7,509 | 2,331 | 7,509 | 2,331 |
| Total | \$ 621,346 | \$ 634,865 | \$ 621,346 | \$ 634,865 |

Additional information on the Town’s capital assets can be found in Note III.A.3 of the Basic Financial Statements.

Economic Factors and Next Year’s Budgets and Rates

The following key economic indicators reflect the growth and prosperity of the Town:

- The Town of Weddington is located in Union County, one of the state’s fastest growing counties. The North Carolina State Demographics Unit expects the County’s population to grow by another 26 percent or 52,401 residents between 2010 and 2020, reaching 253,693 residents by the year 2020. (*Data source: Union County CAFR for the fiscal year ending June 30, 2013*).
- The County’s unemployment rate of 7.2% as of August 2013 is slightly lower than the state unemployment rate of 8.3% for the same period. (*Data source: Union County CAFR for the fiscal year ending June 30, 2013*).
- The Town’s housing data is showing signs of continuing economic improvement. In fiscal year 2014 the Town issued 259 new home permits compared to 221 in 2012 and 110 in 2011.

Budget Highlights for the Fiscal Year Ending June 30, 2015

Governmental Activities: The Town's budgeted revenues for the next fiscal year are approximately \$125,000 less than current year actual revenues. This is due in part to the Town's policy to conservatively budget permit and fee revenue. The Town conservatively budgets fees only for subdivisions that are in the Town's pipeline at the time of the preparation of the budget therefore budgeted permit and fee revenue is less than actual revenue received in fiscal year 2014. In addition, actual motor vehicle property tax revenue for FY2014 includes approximately \$30,000 in one-time revenues due to a change in State law that altered the procedures for the assessment and collection of property taxes on registered motor vehicles. There was no increase in budgeted expenditures over actual expenditures. Fifty three percent (\$996,475) of the Town's budgeted expenditures are for public safety. The Town intends to purchase a newly renovated fire station from one of the local volunteer fire departments and will amend its budget accordingly to account for the purchase once the details and purchase price are finalized. The Town anticipates that the purchase will result in an appropriation of fund balance of approximately \$670,000.

Requests for Information

This report is designed to provide an overview of the Town's finances for those with an interest in this area. Questions concerning any of the information found in this report or requests for additional information should be directed to the Town's finance officer, Leslie Gaylord, at Town of Weddington, 1924 Weddington Road, Weddington, NC 28104. Requests may also be made by telephone at (704) 846-2709 or by visiting the Town's website at www.townofweddington.com.

Basic Financial Statements

Town of Weddington, North Carolina
Statement of Net Position
June 30, 2014

Exhibit 1

| | <u>Primary Government</u> | |
|---|---------------------------|---------------------|
| | <u>Governmental</u> | |
| | <u>Activities</u> | <u>Total</u> |
| ASSETS | | |
| Current assets: | | |
| Cash and cash equivalents | \$ 2,551,148 | \$ 2,551,148 |
| Taxes receivables (net) | 26,334 | 26,334 |
| Due from other governments | 55,310 | 55,310 |
| Prepaid expenditures | 83,858 | 83,858 |
| Restricted cash | 223,159 | 223,159 |
| Total current assets | <u>2,939,809</u> | <u>2,939,809</u> |
| Non-current assets: | | |
| Capital assets (Note III): | | |
| Land, non depreciable improvements | 198,970 | 198,970 |
| Other capital assets, net of depreciation | 422,376 | 422,376 |
| Total capital assets | <u>621,346</u> | <u>621,346</u> |
| Total assets | <u>\$ 3,561,155</u> | <u>\$ 3,561,155</u> |
| LIABILITIES | | |
| Current liabilities: | | |
| Accounts payable and accrued expenses | \$ 41,780 | \$ 41,780 |
| Construction deposits | 223,159 | 223,159 |
| Total liabilities | <u>264,939</u> | <u>264,939</u> |
| NET POSITION | | |
| Net investment in capital assets | 621,346 | 621,346 |
| Restricted for: | | |
| Stabilization by State Statute | 55,310 | 55,310 |
| Unrestricted | 2,619,560 | 2,619,560 |
| Total net position | <u>\$ 3,296,216</u> | <u>\$ 3,296,216</u> |

The notes to the financial statements are an integral part of this statement.

Town of Weddington, North Carolina
Statement of Activities
For the Year Ended June 30, 2014

Exhibit 2

| Functions/Programs | Program Revenues | | | | Net (Expense) Revenue and Changes in Net Position | |
|--|-------------------------|---------------------------------|-------------------------------------|-------------------------------------|--|-------------------------------------|
| | Expenses | Charges for Services | Operating | Capital | Governmental Activities | Primary Government Total |
| | | | Grants and Contributions | Grants and Contributions | | |
| Primary government: | | | | | | |
| Governmental Activities: | | | | | | |
| General government | \$ 611,194 | \$ - | \$ - | \$ - | \$ (611,194) | \$ (611,194) |
| Public safety | 1,001,363 | - | - | - | (1,001,363) | (1,001,363) |
| Economic and physical development | 217,527 | 145,560 | 22,915 | - | (49,052) | (49,052) |
| Total governmental activities (See Note I) | <u>1,830,084</u> | <u>145,560</u> | <u>22,915</u> | <u>-</u> | <u>(1,661,609)</u> | <u>(1,661,609)</u> |
| Total primary government | <u>\$ 1,830,084</u> | <u>\$ 145,560</u> | <u>\$ 22,915</u> | <u>\$ -</u> | <u>(1,661,609)</u> | <u>(1,661,609)</u> |

General revenues:

| | | | |
|--|---------------------|---------------------|--|
| Taxes: | | | |
| Property taxes, levied for general purpose | 1,097,638 | 1,097,638 | |
| Other taxes | 730,567 | 730,567 | |
| Unrestricted investment earnings | 6,552 | 6,552 | |
| Miscellaneous | 2,405 | 2,405 | |
| Total general revenues | <u>1,837,162</u> | <u>1,837,162</u> | |
| Change in net position | 175,553 | 175,553 | |
| Net position-beginning | 3,120,663 | 3,120,663 | |
| Net position-ending | <u>\$ 3,296,216</u> | <u>\$ 3,296,216</u> | |

The notes to the financial statements are an integral part of this statement.

Town of Weddington, North Carolina
Balance Sheet
Governmental Funds
June 30, 2014

Exhibit 3

| | Major Fund | | Total Governmental |
|---|---------------------|----|---------------------------|
| | General | | Funds |
| ASSETS | | | |
| Cash and cash equivalents | \$ 2,551,148 | \$ | 2,551,148 |
| Restricted cash | 223,159 | | 223,159 |
| Receivables, net | | | |
| Taxes | 26,334 | | 26,334 |
| Due from other governments | 55,310 | | 55,310 |
| Prepaid expenditures | 83,858 | | 83,858 |
| Total assets | <u>\$ 2,939,809</u> | \$ | <u>2,939,809</u> |
| LIABILITIES | | | |
| Accounts payable and accrued liabilities | \$ 37,627 | \$ | 37,627 |
| Construction deposits | 223,159 | | 223,159 |
| Total liabilities | <u>260,786</u> | | <u>260,786</u> |
| DEFERRED INFLOWS OF RESOURCES | | | |
| Property taxes receivable | 26,334 | | 26,334 |
| Total deferred inflows of resources | <u>26,334</u> | | <u>26,334</u> |
| FUND BALANCES | | | |
| Non-spendable: | | | |
| Prepaid expenditures | 83,858 | | 83,858 |
| Restricted: | | | |
| Stabilization by state statute | 55,310 | | 55,310 |
| Assigned: | | | |
| Capital projects | 118,000 | | 118,000 |
| Subsequent year's expenditures | - | | - |
| Unassigned: | 2,395,521 | | 2,395,521 |
| Total fund balances | <u>2,652,689</u> | | <u>2,652,689</u> |
| Total liabilities, deferred inflows of resources and fund balances | <u>\$ 2,939,809</u> | | |

Amounts reported for governmental activities in the Statements of Net Position (Exhibit 1) are different because:

Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.

| | | |
|---|------------------|---------|
| Gross capital assets at historical cost | \$ 1,004,515 | |
| Accumulated depreciation | <u>(383,169)</u> | 621,346 |

Some liabilities, including compensated absences, are not due and payable in the current period and therefore are not reported in the funds.

(4,153)

Liabilities for earned revenues considered deferred inflows of resources in fund statements.

26,334

Net position of governmental activities

\$ 3,296,216

The notes to the financial statements are an integral part of this statement.

Town of Weddington, North Carolina
Statement of Revenues, Expenditures, and
Changes in Fund Balance
Governmental Funds
June 30, 2014

Exhibit 4

| | Major Funds | Total Governmental Funds |
|---------------------------------------|--------------|-----------------------------|
| | General Fund | |
| REVENUES | | |
| Ad valorem taxes | \$ 1,101,240 | \$ 1,101,240 |
| Unrestricted intergovernmental | 730,567 | 730,567 |
| Permits and fees | 145,560 | 145,560 |
| Investment earnings | 6,552 | 6,552 |
| Miscellaneous | 25,320 | 25,320 |
| Total revenues | 2,009,239 | 2,009,239 |
| EXPENDITURES | | |
| General government | 591,279 | 591,279 |
| Public safety | 1,001,363 | 1,001,363 |
| Economic and physical development | 225,494 | 225,494 |
| Total expenditures | 1,818,136 | 1,818,136 |
| Excess of revenues under expenditures | 191,103 | 191,103 |
| Net change in fund balance | 191,103 | 191,103 |
| Fund balances-beginning | 2,461,586 | 2,461,586 |
| Fund balances-ending | \$ 2,652,689 | \$ 2,652,689 |

Amounts reported for governmental activities in the statement of activities are different because:

Net changes in fund balances - total governmental funds \$ 191,103

Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlays exceeded depreciation in the current period.

| | | |
|--|-----------|----------|
| Capital outlay expenditures which were capitalized | \$ 18,257 | |
| Depreciation expenses for governmental assets | (31,776) | (13,519) |

Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.

Change in unavailable revenue for tax revenues (3,602)

Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.

Compensated absences 1,571

Total changes in net position of governmental activities \$ 175,553

The notes to the financial statements are an integral part of this statement.

Town of Weddington, North Carolina
General Fund
Statement of Revenues, Expenditures, and
Changes in Fund Balance - Budget and Actual
For the Year Ended June 30, 2014

Exhibit 5

| | General Fund | | | Variance with Final Budget - Positive (Negative) |
|------------------------------------|---------------------|------------------|---------------------|--|
| | Original | Final | Actual Amounts | |
| REVENUES | | | | |
| Ad valorem taxes | \$ 1,045,250 | \$ 1,053,250 | \$ 1,101,240 | \$ 47,990 |
| Unrestricted intergovernmental | 606,350 | 688,750 | 730,567 | 41,817 |
| Permits and fees | 12,000 | 103,750 | 145,560 | 41,810 |
| Investment earnings | 13,000 | 7,000 | 6,552 | (448) |
| Miscellaneous | 1,500 | 24,415 | 25,320 | 905 |
| Total revenues | <u>1,678,100</u> | <u>1,877,165</u> | <u>2,009,239</u> | <u>132,074</u> |
| EXPENDITURES | | | | |
| General government | 576,310 | 639,800 | 591,279 | 48,521 |
| Public safety | 1,072,625 | 1,673,125 | 1,001,363 | 671,762 |
| Economic and physical development | 200,365 | 231,240 | 225,494 | 5,746 |
| Total expenditures | <u>1,849,300</u> | <u>2,544,165</u> | <u>1,818,136</u> | <u>726,029</u> |
| Revenues over (under) expenditures | (171,200) | (667,000) | 191,103 | 858,103 |
| Fund balance appropriated | <u>171,200</u> | <u>667,000</u> | <u>-</u> | <u>(667,000)</u> |
| Net change in fund balance | <u>\$ -</u> | <u>\$ -</u> | 191,103 | <u>\$ 191,103</u> |
| Fund balances, beginning of year | | | <u>2,461,586</u> | |
| Fund balances, end of year | | | <u>\$ 2,652,689</u> | |

The notes to the financial statements are an integral part of this statement.

Town of Weddington, North Carolina
Notes to the Financial Statements
For the Fiscal Year Ended June 30, 2014

I. Summary of Significant Accounting Policies

The accounting policies of the Town of Weddington conform to generally accepted accounting principles as applicable to governments. The following is a summary of the more significant accounting policies:

A. Reporting Entity

The Town of Weddington is a municipal corporation that is governed by an elected mayor and a four-member council. As required by generally accepted accounting principles, these financial statements present the Town, which has no component units.

B. Basis of Presentation

Government-wide Statements: The statement of net position and the statement of activities display information about the primary government. These statements include the financial activities of the overall government. Eliminations have been made to minimize the double counting of internal activities. Governmental activities generally are financed through taxes, intergovernmental revenues, and other non-exchange transactions.

The statement of activities presents a comparison between direct expenses and program revenues for each function of the Town's governmental activities. Direct expenses are those that are specifically associated with a program or function and, therefore, are clearly identifiable to a particular function. Indirect expense allocations that have been made in the funds have been reversed for the statement of activities. Program revenues include (a) fees and charges paid by the recipients of goods or services offered by the programs and (b) grants and contributions that are restricted to meeting the operational or capital requirements of a particular program. Revenues that are not classified as program revenues, including all taxes, are presented as general revenues.

Fund Financial Statements: The fund financial statements provide information about the Town's funds. Separate statements for each fund category – *governmental* – are presented. The emphasis of fund financial statements is on major governmental funds, displayed in a separate column. All remaining governmental funds are aggregated and reported as non-major funds.

The Town reports the following major governmental funds:

General Fund: The General Fund is the general operating fund of the Town. The General Fund accounts for all financial resources except those that are required to be accounted for in another fund. The primary revenue sources are ad valorem taxes, and various other taxes and licenses. The primary expenditures are for the general government and public safety.

C. Measurement Focus and Basis of Accounting

In accordance with North Carolina General Statutes, all funds of the Town are maintained during the year using the modified accrual basis of accounting.

Government-wide Financial Statements: The government-wide financial statements are reported using the economic resources measurement focus. The government-wide financial statements are reported using the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Non-exchange transactions, in which the Town gives (or receives) value without directly receiving (or giving) equal value in exchange, include property taxes, grants, and donations. On an accrual basis, revenue from property taxes is recognized in the fiscal year for which the taxes are levied. Revenue from grants and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied.

Amounts reported as program revenues include 1) charges to customers or applicants for goods, services, or privileges provided, 2) operating grants and contributions, and 3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenues rather than as program revenues. Likewise, general revenues include all taxes.

Town of Weddington, North Carolina
Notes to the Financial Statements
For the Fiscal Year Ended June 30, 2014

I. Summary of Significant Accounting Policies (Continued)

Governmental Fund Financial Statements: Governmental funds are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under this method, revenues are recognized when measurable and available. Expenditures are recorded when the related fund liability is incurred, except for principal and interest on general long-term debt, claims and judgments, and compensated absences, which are recognized as expenditures to the extent they have matured. General capital asset acquisitions are reported as expenditures in governmental funds. Proceeds of general long-term debt and acquisitions under capital leases are reported as other financing sources.

The Town considers all revenues available if they are collected within 60 days after year-end, except for property taxes. Ad valorem taxes receivable are not accrued as revenue because the amount is not susceptible to accrual. At June 30, taxes receivable for property other than motor vehicles are materially past due and are not considered to be an available resource to finance the operations of the current year. Also, as of September 1, 2013, State law altered the procedures for the assessment and collection of property taxes on registered motor vehicles in North Carolina. Effective with this change in the law, the State of North Carolina is responsible for billing and collecting the property taxes on registered motor vehicles on behalf of all municipalities and special taxes districts. Property taxes are due when vehicles are registered. The billed taxes are applicable to the fiscal year in which they are received. Uncollected taxes that were billed in periods prior to September 1, 2013 and for limited registration places are shown as a receivable in these financial statements and are offset by deferred inflows of resources.

Sales taxes and certain intergovernmental revenues, such as utilities franchise tax, collected and held by the State at year-end on behalf of the Town are recognized as revenue. Intergovernmental revenues and sales and services are not susceptible to accrual because generally they are not measurable until received in cash. Grant revenues which are unearned at year-end are recorded as unearned revenues.

D. Budgetary Data

The Town's budgets are adopted as required by the North Carolina General Statutes. An annual budget is adopted for the General Fund. All annual appropriations lapse at the fiscal-year end. All budgets are prepared using the modified accrual basis of accounting. Expenditures may not legally exceed appropriations at the functional level for all annually budgeted funds and at the object level for the multi-year funds. Amendments are required for any revisions that alter total expenditures of any fund or that change functional appropriations. All amendments must be approved by the governing board. During the year, amendments to the original budget were necessary and approved by the governing board. The budget ordinance must be adopted by July 1 of the fiscal year or the governing board must adopt an interim budget that covers that time until the annual ordinance can be adopted.

E. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Fund Equity

1. Deposits and Investments

All deposits of the Town are made in board-designated official depositories and are secured as required by State law [G.S. 159-31]. The Town may designate, as an official depository, any bank or savings association whose principal office is located in North Carolina. Also, the Town may establish time deposit accounts such as NOW and SuperNOW accounts, money market accounts, and certificates of deposit.

State law [G.S. 159-30(c)] authorizes the Town to invest in obligations of the United States or obligations fully guaranteed both as to principal and interest by the United States; obligations of the State of North Carolina; bonds and notes of any North Carolina local government or public authority; obligations of certain non-guaranteed federal agencies; certain high quality issues of commercial paper and bankers' acceptances and the North Carolina Capital Management Trust (NCCMT).

The Town's investments with a maturity of more than one year at acquisition and non-money market investments are reported at fair value as determined by quoted market prices. The securities of the NCCMT Cash Portfolio, a SEC-registered (2a-7) money market mutual fund, are valued at fair value, which is the NCCMT's share price.

Town of Weddington, North Carolina
Notes to the Financial Statements
For the Fiscal Year Ended June 30, 2014

I. Summary of Significant Accounting Policies (Continued)

2. Cash and Cash Equivalents

The Town pools money from several funds to facilitate disbursement and investment and to maximize investment income. Therefore, all cash and investments are essentially demand deposits and are considered cash and cash equivalents.

3. Restricted Assets

Construction deposits received by the Town are restricted to the projects for which the funds were received.

Governmental Activities
 General Fund

| | | |
|--|-----------------------|-------------------|
| | Construction Deposits | \$ 223,159 |
| | Total Restricted Cash | <u>\$ 223,159</u> |

4. Ad Valorem Taxes Receivable

In accordance with State law [G.S. 105-347 and G.S. 159-13(a)], the Town levies ad valorem taxes on property other than motor vehicles on July 1, the beginning of the fiscal year. The taxes are due on September 1 (lien date); however, interest does not accrue until the following January 6. These taxes are based on the assessed values as of January 1, 2013.

5. Allowances for Doubtful Accounts

All receivables that historically experience uncollectible accounts are shown net of an allowance for doubtful accounts. This amount is estimated by analyzing the percentage of receivables that were written off in prior years. No allowance for doubtful accounts was required as of June 30, 2014.

6. Prepaid Items

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements and expensed as the items are used.

7. Capital Assets

Capital assets are defined by the government as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of two years. Purchased or constructed capital assets are reported at cost or estimated historical cost. Donated capital assets are recorded at their estimated fair value at the date of donation. The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend assets' lives are not capitalized.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

| Asset Class | Estimated Useful Lives |
|-------------------------|---------------------------|
| Buildings | 40 |
| Infrastructure | 20 |
| Furniture and equipment | 10 |
| Computer | 5 |
| Computer software | 5 |

Town of Weddington, North Carolina
Notes to the Financial Statements
For the Fiscal Year Ended June 30, 2014

I. Summary of Significant Accounting Policies (Continued)

8. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *Deferred Outflows of Resources*, represents a consumption of net position that applies to a future period and so will not be recognized as an expense or expenditure until then. The Town does not have an item that meets this criterion. In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *Deferred Inflows of Resources*, represents an acquisition of net position that applies to a future period and so will not be recognized as revenue until then. The Town has only one item that meets the criterion for this category - property taxes receivable.

9. Compensated Absences

The vacation policy of the Town provides for the accumulation of up to twenty-five days earned vacation leave with such leave being fully vested when earned. For the Town's government-wide financial statements, an expense and a liability for compensated absences and the salary-related payments are recorded as the leave is earned. The Town has assumed a first-in, first-out method of using accumulated compensated time. The portion of that time that is estimated to be used in the next fiscal year has been designated as a current liability in the government-wide financial statements.

The Town's sick leave policy provides for an unlimited accumulation of earned sick leave. Sick leave does not vest, but any unused sick leave, accumulated at the time of retirement may be used in the determination of length of service for retirement benefit purposes. Since the Town has no obligation for the accumulated sick leave until it is actually taken, no accrual for sick leave has been made.

10. Net Position /Fund Balances

Net Position

Net Position in government-wide financial statements is classified as net investment in capital assets; restricted; and unrestricted. Restricted net position represents constraints on resources that are either externally imposed by creditors, grantors, contributors, or laws or regulations of other governments or imposed by law through State Statute.

Fund Balances

In the governmental fund financial statements, fund balance is composed of five classifications designed to disclose the hierarchy of constraints placed on how fund balances can be spent.

The governmental fund types classify fund balances as follows:

Non-spendable Fund Balance - This classification includes amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact.

Prepaid Expenditures - portion of fund balance that is not an available resource because it represents prepaid expenditures that are not in spendable form.

Restricted Fund Balance - This classification includes amounts that are restricted to specific purposes externally imposed by creditors or imposed by law.

Restricted for Stabilization by State Statute - portion of fund balance that is restricted by State Statute [G.S. 159-8(a)].

Committed Fund Balance - portion of fund balance that can only be used for specific purposes imposed by majority vote by quorum of Town of Weddington's governing body (highest level of decision-making authority). Any changes or removal of specific purpose requires majority action by the Town council.

Town of Weddington, North Carolina
Notes to the Financial Statements
For the Fiscal Year Ended June 30, 2014

I. Summary of Significant Accounting Policies (Continued)

Assigned Fund Balance - portion of fund balance the Town of Weddington intends to use for specific purposes.

Assigned for Capital Projects - portion of total fund balance that the council has appropriated for future capital expenditures related to the Town Hall and fire service.

Subsequent Year's Expenditures - portion of the fund balance that is appropriated in the next year's budget that is not already classified in restricted or committed. The governing body approves the appropriation; however the budget ordinance authorizes the finance officer to make expenditures from appropriations as necessary.

Unassigned Fund Balance - the portion of fund balance that has not been restricted, committed or assigned to specific purposes or other funds.

The Finance Officer uses resources in the following hierarchy: bond proceeds, federal funds, State funds, local non-town funds, town funds. For purposes of fund balance classification, expenditures are to be spent from restricted fund balance first, followed in-order by committed fund balance, assigned fund balance and lastly unassigned fund balance.

The Town has also adopted a minimum fund balance policy for the General Fund, which instructs management to conduct the business of the Town in such a manner that available fund balance is at least equal to or greater than 50% of budgeted expenditures. In addition, fund balance appropriations in any given year (other than appropriations for a capital project encompassed as part of fund balance assigned for capital projects) shall be limited so as not to exceed 15% of General Fund budget if available fund balance is greater than or equal to 75% or not to exceed 10% of General Fund budget if available fund balance is less than 75% but greater than or equal to 50%.

11. Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that effect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

12. Total Governmental Fund Columns

In the accompanying financial statements, the "Total Governmental Funds" columns are not the equivalent of consolidated totals and do not represent consolidated financial information. These columns are presented only to facilitate financial analysis. The columns do not present information that reflects financial position, results of operations, or cash flows in accordance with accounting principles generally accepted in the United States of America. Interfund eliminations have not been made in the aggregation of this data. However, the reconciliations to net position are reflective of interfund eliminations and reflect financial position.

II. Stewardship, Compliance, and Accountability

A. Significant Violations of Finance-Related Legal and Contractual Provisions

1. Noncompliance with North Carolina General Statutes

None

2. Contractual Violations

None

B. Deficit in Fund Balance or Net Position of Individual Funds

None

Town of Weddington, North Carolina
Notes to the Financial Statements
For the Fiscal Year Ended June 30, 2014

II. Stewardship, Compliance, and Accountability (Continued)

C. Excess of Expenditures over Appropriations

None

III. Detail Notes on All Funds

A. Assets

1. Deposits

All the deposits of the Town are either insured or collateralized by using one of two methods. Under the Dedicated Method, all deposits that exceed the federal depository insurance coverage level are collateralized with securities held by the Town's agents in these units' names. Under the Pooling Method, which is a collateral pool, all uninsured deposits are collateralized with securities held by the State Treasurer's agent in the name of the State Treasurer. Since the State Treasurer is acting in a fiduciary capacity for the Town, these deposits are considered to be held by the Town's agents in their names. The amount of the pledged collateral is based on an approved averaging method for non-interest bearing deposits and the actual current balance for interest-bearing deposits. Depositories using the Pooling Method report to the State Treasurer the adequacy of their pooled collateral covering uninsured deposits. The State Treasurer does not confirm this information with the Town or the escrow agent. Because of the inability to measure the exact amounts of collateral pledged for the Town under the Pooling Method, the potential exists for under-collateralization, and this risk may increase in periods of high cash flows. However, the State Treasurer of North Carolina enforces strict standards of financial stability for each depository that collateralizes public deposits under the Pooling Method. The Town has no formal policy regarding custodial credit risk for deposits, but relies on the State Treasurer to enforce standards of minimum capitalization for all pooling method financial institutions and to monitor them for compliance. The Town complies with the provisions of G.S. 159-31 when designating depositories and verifying that deposits are properly secured.

At June 30, 2014, the Town's deposits had a carrying amount of \$2,244, 203 and a bank balance of \$2,286,193. Of the bank balances, \$500,000 was covered by federal depository insurance and the remainder was covered by collateral held under the pooling method.

2. Investments

At June 30, 2014, the Town had \$530,105 invested with the North Carolina Capital Management Trust's Cash Portfolio which carried a credit rating of AAAM by Standard and Poor's. The Town has no policy regarding credit risk.

Town of Weddington, North Carolina
Notes to the Financial Statements
For the Fiscal Year Ended June 30, 2014

III. Detail Notes on All Funds (Continued)

3. Capital Assets

Primary Government

Capital asset activity for the Primary Government for the year ended June 30, 2014, was as follows:

| | Beginning Balances | Increases | Decreases | Transfers | Ending Balances |
|--|-----------------------|---------------|---------------|-----------|--------------------|
| Governmental activities: | | | | | |
| Capital assets not being depreciated: | | | | | |
| Land | \$ 198,970 | \$ - | \$ - | \$ - | \$ 198,970 |
| Capital assets being depreciated: | | | | | |
| Buildings | 629,824 | 10,290 | - | - | 640,114 |
| Infrastructure | 26,851 | - | - | - | 26,851 |
| Equipment | 46,904 | - | 193 | - | 46,711 |
| Computer | 34,859 | 7,967 | 10,946 | - | 31,880 |
| Computer software | 46,164 | - | - | - | 46,164 |
| Furniture | 14,625 | - | 800 | - | 13,825 |
| Total capital being depreciated | <u>799,227</u> | <u>18,257</u> | <u>11,939</u> | <u>-</u> | <u>805,545</u> |
| Less accumulated depreciation for: | | | | | |
| Buildings | 234,011 | 25,001 | - | - | 259,012 |
| Infrastructure | 1,226 | 1,580 | - | - | 2,806 |
| Equipment | 42,158 | 841 | 193 | - | 42,806 |
| Computer | 32,528 | 2,789 | 10,946 | - | 24,371 |
| Computer software | 38,784 | 1,565 | - | - | 40,349 |
| Furniture | 14,625 | - | 800 | - | 13,825 |
| Total accumulated depreciation | <u>363,332</u> | <u>31,776</u> | <u>11,939</u> | <u>-</u> | <u>383,169</u> |
| Total capital assets being depreciated, net | <u>435,895</u> | | | | <u>422,376</u> |
| Governmental activities capital assets, net | <u>\$ 634,865</u> | | | | <u>\$ 621,346</u> |

Depreciation expense was charged to functions/programs of the primary government as follows:

| | |
|--------------------|------------------|
| General government | <u>\$ 31,776</u> |
|--------------------|------------------|

Town of Weddington, North Carolina
Notes to the Financial Statements
For the Fiscal Year Ended June 30, 2014

III. Detail Notes on All Funds (Continued)

B. Liabilities

1. Pension Plan Obligations

a. Local Governmental Employees' Retirement System

Plan Description. The Town of Weddington contributes to the statewide Local Governmental Employees' Retirement System (LGERS), a cost-sharing multiple-employer defined benefit pension plan administered by the State of North Carolina. LGERS provides retirement and disability benefits to plan members and beneficiaries. Article 3 of G.S. Chapter 128 assigns the authority to establish and amend benefit provisions to the North Carolina General Assembly. The Local Governmental Employees' Retirement System is included in the Comprehensive Annual Financial Report (CAFR) for the State of North Carolina. The State's CAFR includes financial statements and required supplementary information for LGERS. That report may be obtained by writing to the Office of the State Controller, 1410 Mail Service Center, Raleigh, North Carolina 27699-1410, or by calling (919) 981-5454.

Funding Policy. Plan members are required to contribute six percent of their annual covered salary. The Town is required to contribute at an actuarially determined rate. For the Town, the current rate for employees not engaged in law enforcement is 10.15% of annual covered payroll. The contribution requirements of members and of the Town of Weddington are established and may be amended by the North Carolina General Assembly. The Town's contributions to LGERS for the years ended June 30, 2014, 2013 and 2012 were \$19,669, \$17,938 and \$18,074 respectively. The contributions made by the Town equaled the required contributions for the year.

b. Supplemental Retirement Income Plan

Plan Description. The Town employees contribute to the Supplemental Retirement Income Plan (Plan), a defined contribution pension plan administered by the Department of State Treasurer and a Board of Trustees. The Plan is established in conformity with section 401(k) of the Internal Revenue Code of 1986 as amended. The Supplemental Retirement Income Plan is included in the Comprehensive Annual Financial Report (CAFR) for the State of North Carolina. The State's CAFR includes the pension trust fund financial statements for the Internal Revenue Code Section 401(k) plan that includes the Supplemental Retirement Income Plan. That report may be obtained by writing to the Office of the State Controller, 1410 Mail Service Center, Raleigh, North Carolina 27699-1410, or by calling (919) 981-5454.

Funding Policy. The Town has elected to contribute to the Supplemental Retirement Insurance Plan. Contributions for the year ended June 30, 2014 were \$15,328, which consisted of \$5,607 from the employees and \$9,721 from the Town.

2. Other Employment Benefits

The Town of Weddington has elected to provide death benefits to employees through the Death Benefit Plan for members of the Local Government Employees' Retirement System (Death Benefit Plan), a multiple-employer, State-administered, cost-sharing plan funded on a one-year term cost basis. The beneficiaries of those employees who die in active service after one year of contributing membership in the System, or who die within 180 days after retirement or termination of service and have at least one year of contributing membership service in the System at the time of death are eligible for death benefits. Lump sum death benefit payments to beneficiaries are equal to the employee's 12 highest months salary in a row during the 24 months prior to the employee's death, but the benefit may not exceed \$50,000 or be less than \$25,000. Because all death benefit payments are made from the Death Benefit Plan, and not by the Town, the Town does not determine the number of eligible participants. The Town has no liability beyond the payment of monthly contributions. The contributions to the Death Benefit Plan cannot be separated between the post-employment benefit amount and the other benefit amount. Contributions are determined as a percentage of monthly payroll based upon rates established annually by the State. The Town considers these contributions to be immaterial.

Town of Weddington, North Carolina
Notes to the Financial Statements
For the Fiscal Year Ended June 30, 2014

III. Detail Notes on All Funds (Continued)

3. Deferred Outflows and Inflows of Resources

Deferred inflows of resources at year-end is comprised of the following:

| | |
|---------------------------------|------------------|
| | Unavailable |
| | <u>Revenue</u> |
| Taxes receivable (General Fund) | \$ <u>26,334</u> |

4. Risk Management

The Town is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The Town carries commercial insurance based on management's evaluation of risk loss. The Town obtains general liability coverage of \$1,000,000 per occurrence, property coverage of \$2,857,338 and worker's compensation coverage of \$100,000. There have been no significant reductions in insurance coverage from the prior year and settled claims have not exceeded coverage in any of the past three fiscal years.

The Town carries flood insurance for buildings and contents that are located in Flood Zone X. This zone is defined as areas outside the 1% annual chance floodplain. The deductible with respect to this coverage is \$2,500.

In accordance with G.S. 159-29, the Town's employees are performance bonded through a commercial surety bond. The finance officer and tax collector are each individually bonded for \$50,000. The remaining employees that have access to funds are bonded under a blanket bond for \$50,000.

5. Long Term Obligations

A. Operating Leases

The Town has a five year lease for a copier. The lease expires in March 2017 and requires monthly payments of \$279. Rent expense in the amount of \$3,348 was incurred during the year ended June 30, 2014.

The following is the lease payment schedule:

| <u>Year Ending June 30,</u> | |
|-----------------------------|-----------------|
| 2015 | \$ 3,348 |
| 2016 | 3,348 |
| 2017 | <u>2,511</u> |
| | <u>\$ 9,207</u> |

6. Fund Balance

The following schedule provides management and citizens with information on the portion of General Fund balance that is available for appropriation:

| | |
|--|------------------|
| <i>Total fund balance-General Fund</i> | \$ 2,652,689 |
| Less: | |
| Prepaid Expenditures | 83,858 |
| Stabilization by State Statute | 55,310 |
| Capital Projects | 118,000 |
| Appropriated Fund Balance in 2015 Budget | - |
| Working Capital/Fund Balance Policy | 940,250 |
| Remaining Fund Balance | <u>1,455,271</u> |

Town of Weddington, North Carolina
Notes to the Financial Statements
For the Fiscal Year Ended June 30, 2014

III. Detail Notes on All Funds (Continued)

The Town has adopted a minimum fund balance policy for the General Fund, which instructs management to conduct the business of the Town in such a manner that available fund balance is at least equal to or greater than 50% of budgeted expenditures. In addition, fund balance appropriations in any given year (other than appropriations for a capital project encompassed as part of fund balance assigned for capital projects) shall be limited so as not to exceed 15% of general fund budget if available fund balance is greater than or equal to 75% or not to exceed 10% of general fund budget if available fund balance is less than 75% but greater than or equal to 50%.

The outstanding encumbrances are amounts needed to pay any commitments related to purchase orders and contracts that remain unperformed at year-end.

| <i>Encumbrances</i> | <i>General Fund</i> |
|---------------------|---------------------|
| | \$0 |

IV. Commitments and Contingencies

The Town has contracts with two local volunteer fire departments for fire protection service. The contracts are for one year, with optional one year renewals.

The Town has a contract with a local fire department for fire protection service. The contract is for a ten year period, with the option to renew for an additional five years. In addition, should the Town terminate the contract for other than cause or mutual consent, the Town is responsible for liquidating damages in the amount of \$750,000. Management does not anticipate terminating the contract, and therefore, no provision for the payout has been made.

The Town has entered into an inter-local agreement with the County to share costs with respect to a mitigation plan addressing a FEMA violation that occurred during the construction of a local park by a third party. The Town currently estimates their portion of the costs associated with this plan to be somewhere between \$1,000 to \$1,500.

V. Subsequent Events

Subsequent to year end, the Town purchased one of the local fire department's buildings and certain assets within the buildings for \$922,868, less a credit of \$206,429 for upgrades that were paid directly by the Town. In addition, the local fire department will then lease the building from the Town for a ten year period for \$1, annually.

VI. Date of Management's Review

Management has evaluated subsequent events through November 14, 2014, the date which the financial statements were available to be issued.

Supplemental Information

Town of Weddington, North Carolina
General Fund
Statement of Revenues, Expenditures, and
Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended June 30, 2014

| | <u>Budget</u> | <u>Actual</u> | <u>Variance Positive (Negative)</u> |
|---------------------------------|---------------------|---------------------|---|
| REVENUES | | | |
| Ad valorem taxes: | | | |
| Ad valorem taxes | | \$ 1,098,462 | |
| Interest | | 2,778 | |
| | <u>\$ 1,053,250</u> | <u>\$ 1,101,240</u> | <u>47,990</u> |
| Unrestricted intergovernmental: | | | |
| Local option sales taxes | | 274,356 | |
| Utility franchise tax | | 414,069 | |
| Beer and wine tax | | 42,142 | |
| Total | <u>688,750</u> | <u>730,567</u> | <u>41,817</u> |
| Permits and fees: | | | |
| Subdivision fees | | 109,680 | |
| Zoning fees | | 35,880 | |
| Total | <u>103,750</u> | <u>145,560</u> | <u>41,810</u> |
| Investment earnings: | <u>7,000</u> | <u>6,552</u> | <u>(448)</u> |
| Miscellaneous: | | | |
| Other | | 25,320 | |
| Total | <u>24,415</u> | <u>25,320</u> | <u>905</u> |
| Total revenues | <u>1,877,165</u> | <u>2,009,239</u> | <u>132,074</u> |
| EXPENDITURES | | | |
| General government: | | | |
| Governing board: | | | |
| Legal | | 140,702 | |
| Other operating expenditures | | 23,645 | |
| Total | | <u>164,347</u> | |
| Administration: | | | |
| Salaries and employee benefits | | 201,940 | |
| Capital outlay | | 10,290 | |
| Other operating expenditures | | 205,194 | |
| Professional fees | | 9,508 | |
| Total | | <u>426,932</u> | |
| Total general government | <u>639,800</u> | <u>591,279</u> | <u>48,521</u> |

Town of Weddington, North Carolina
General Fund
Statement of Revenues, Expenditures, and
Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended June 30, 2014

| | <u>Budget</u> | <u>Actual</u> | <u>Variance Positive (Negative)</u> |
|---|------------------|---------------------|---|
| Public safety: | | | |
| Police: | | | |
| Contracted services | | 242,888 | |
| Total | | <u>242,888</u> | |
| Fire: | | | |
| Contributions | | 758,475 | |
| Total | | <u>758,475</u> | |
| Total public safety | <u>1,673,125</u> | <u>1,001,363</u> | <u>671,762</u> |
| Economic and physical development: | | | |
| Planning: | | | |
| Salaries and employee benefits | | 145,713 | |
| Contracted services | | 24,677 | |
| Capital outlay | | 7,967 | |
| Other operating expenditures | | 47,137 | |
| Total | | <u>225,494</u> | |
| Total economic and physical development | <u>231,240</u> | <u>225,494</u> | <u>5,746</u> |
| Total expenditures | <u>2,544,165</u> | <u>1,818,136</u> | <u>726,029</u> |
| Revenues over (under) expenditures | (667,000) | 191,103 | 858,103 |
| Fund balance appropriated | <u>667,000</u> | - | <u>(667,000)</u> |
| Net change in fund balance | <u>\$ -</u> | 191,103 | <u>\$ 191,103</u> |
| Fund balances: | | | |
| Beginning of year, July 1 | | <u>2,461,586</u> | |
| End of year, June 30 | | <u>\$ 2,652,689</u> | |

Other Schedules

This section contains additional information required on property taxes.

Schedule of Ad Valorem Taxes Receivable

Analysis of Current Tax Levy

Town of Weddington, North Carolina
Schedule of Ad Valorem Taxes Receivable
June 30, 2014

| <u>Fiscal Year</u> | <u>Uncollected Balance 6/30/13</u> | <u>Additions</u> | <u>Collections And Credits</u> | <u>Uncollected Balance 6/30/2014</u> |
|--------------------|--|---------------------|------------------------------------|--|
| 2013-2014 | \$ - | \$ 1,098,402 | \$ 1,088,350 | \$ 10,052 |
| 2012-2013 | 16,425 | - | 8,613 | 7,812 |
| 2011-2012 | 5,132 | - | 2,187 | 2,945 |
| 2010-2011 | 3,200 | - | 1,295 | 1,905 |
| 2009-2010 | 2,297 | - | 710 | 1,587 |
| 2008-2009 | 2,000 | - | 544 | 1,456 |
| 2007-2008 | 145 | - | 1 | 144 |
| 2006-2007 | 150 | - | 93 | 57 |
| 2005-2006 | 253 | - | - | 253 |
| 2004-2005 | 123 | - | - | 123 |
| 2003-2004 | 129 | - | 129 | - |
| 2002-2003 | 82 | - | 82 | - |
| | <u>\$ 29,936</u> | <u>\$ 1,098,402</u> | <u>\$ 1,102,004</u> | <u>\$ 26,334</u> |

Reconcilement with revenues:

| | |
|---------------------------------|---------------------|
| Ad valorem taxes - General Fund | \$ 1,101,240 |
| Reconciling items: | |
| Interest collected | (2,778) |
| Adjustments and corrections | 3,542 |
| Total collections and credits | <u>\$ 1,102,004</u> |

Town of Weddington, North Carolina
Analysis of Current Tax Levy
Town - Wide Levy
For the Fiscal Year Ended June 30, 2014

| | Town - Wide | | Total Levy | | |
|------------------------------------|-------------------------|-------|---------------------|--|---------------------------------|
| | Property Valuation | Rate | Total Levy | Property excluding Registered Motor Vehicles | Registered Motor Vehicles |
| Original levy: | | | | | |
| Property taxed at current | \$ 2,112,311,538 | 0.052 | \$ 1,098,402 | \$ 1,012,974 | \$ 85,428 |
| Total property valuation | <u>\$ 2,112,311,538</u> | | | | |
| Net levy | | | 1,098,402 | 1,012,974 | 85,428 |
| Uncollected taxes at June 30, 2014 | | | <u>(10,052)</u> | <u>(10,052)</u> | <u>-</u> |
| Current year's taxes collected | | | <u>\$ 1,088,350</u> | <u>\$ 1,002,922</u> | <u>\$ 85,428</u> |
| Current levy collection percentage | | | <u>99.08%</u> | <u>99.01%</u> | <u>100.00%</u> |

**TOWN OF WEDDINGTON
CONTINUED SPECIAL TOWN COUNCIL MEETING
MONDAY, NOVEMBER 10, 2014 - 5:00 P.M.
MINUTES**

The Town Council of the Town of Weddington, North Carolina, met in a Continued Meeting at the Weddington Town Hall, 1924 Weddington Road, Weddington, NC 28104 on November 10, 2014, with Mayor Bill Deter presiding.

Present: Mayor Bill Deter, Mayor Pro Tem Don Titherington, Councilmembers Pamela Hadley and Barbara Harrison, Finance Officer Leslie Gaylord and Town Administrator Amy McCollum

Absent: Councilman Michael Smith

Visitors: Janice Propst, Steve Carow, Jack Parks, John Houston and Chief Kenny Schott

This meeting was continued from the October 6, 2014 Special Town Council Meeting.

Item No. 1. Reopen the Meeting. Mayor Bill Deter reopened the meeting at 5:04 p.m. There was a quorum.

Item No. 2. Line Item Review of the 2014-2015 Budget for Providence VFD. Mayor Deter reported that he and Jack Parks had met on Friday and put together the worksheet that is at everyone's seat.

Mr. Parks – We went through what was in the Mayor's spreadsheet once again with our Finance Committee and we have done everything we possibly can to eliminate costs. There is absolutely nothing in here that we don't think is an absolute necessity for us. Line 118 shows the insurance reimbursement. The Mayor counted that as income but in reality that is a refund from what we actually spent last year. We would hope that would go back in our reserves and not use it as operating income. At this point we are down to about \$180,000 in cash on our Balance Sheet. That is a very uncomfortable position to be in. Our typical operating month is any where from \$60,000 to \$65,000 and occasionally we have months that run \$80,000 to \$90,000 depending on what comes due. You need to have some room in there to work as any business does. We have done this at the direction of previous Councils who thought it would be a good thing to try to spend down our reserves. At one time we had around \$400,000 in reserve and when we had received payments from Mecklenburg County for annexation we had close to \$700,000. We felt that needed to go back to help make sure that we have enough to operate for unexpected things that come up.

Finance Officer Leslie Gaylord advised that the Town pays Providence monthly.

Mr. Parks felt that \$8,000 for Sales Tax Revenue was accurate and that they anticipate receiving \$6,000 in income from their request for donations in the newsletter.

Councilwoman Barbara Harrison advised that she checked with the IRS and determined that Providence VFD is considered a 501 (c) organization and donations of \$250.00 or more can be used when individuals do their taxes. She stated, "You want to encourage people to do that. Also I looked into United Way and you could request that the local chapter put Providence VFD as a pull down option for donations. When I worked for Johnson and Johnson I always gave to my volunteer fire department through United Way."

Councilwoman Harrison discussed other ideas for fundraising. Mr. Parks advised that they send a letter to anyone that gives them \$250.00 or more.

Ms. Janice Propst said that they could mention in their next newsletter that if you work for a corporation that does matching funds to please consider Providence VFD for any donations. Ms. Propst asked if the Town would send out a notification through the email list regarding Providence's tree sale.

Councilwoman Harrison - I have received two letters from Wesley Chapel VFD asking for money. This is the time of the year that a lot of people give.

Mr. Parks reviewed the following with the Town Council:

- Legal Fees (\$12,000) – Invoices have been sent to the Finance Officer. The amount represents legal fees since July. These are legal fees that occurred during the lease negotiation and were actually paid in September. The \$12,000 is what we have already paid and was not associated with the spreadsheet that we worked off of for the closing.
- Computer Upgrades – We have already spent \$2,500 and there are two more items we need to do. We need a computer in Engine 323 which is a third engine. Since we have the ER software being implemented we will need to spend some money with them to migrate our data that we had in the other software package to the new software so that we will be able to create a report. We felt like we needed to keep that at \$6,000 in order to complete the IT portion of that this year.
- Electrical - Last year was a poor year to use because last year during the renovation other than some lights there was not a lot of electricity used for many months in the main station. In addition to that we have more electrical load on site with the renovation of the rear building plus the front building. Most of the lighting is on occupancy sensors so it is off when no one is in there. We do not feel comfortable with it being less than \$10,000 based on our past history.
- Dress Uniforms – We lowered by \$1,000.
- Personal Protective Equipment - This is based on eight sets of gear per year. We feel like it is going to take five sets a year to stay current. It can only be used 10 years before it is out of date and you cannot use it any more. Chief Schott and the staff have gone through what we need. The other three sets are for when the uniforms do not last 10 years or for if you want to recruit new members you need to have a way of outfitting them. Mayor Pro Tem Titherington and Mayor Deter advised that they were really not on a 10 year cycle rotation with the equipment but more like every four years.

Mayor Pro Tem Titherington – One of the challenges is Union County put through a big tax increase to everyone. As we went through our operating income 95% is going to public safety. It is important to determine when you sit down and look at the gear which is \$25,000 a year if it is on a 10-year cycle or really a 4-year cycle. We need to look at not the rating but what is the true life span of it.

Chief Schott - The only way that gear will last 10 years is if I buy it and put it on the shelf and let it sit there.

Mr. Parks - One good story you can tell the citizens of Weddington is that most of them that were served by Wesley Chapel have not experienced the tax increase that they would have. Right now if they had stayed in the Wesley Chapel tax jurisdiction they would be paying 17% more for fire tax. They are not paying that now. In fact there have been two tax increases from when this has been done. Even though we were assured that building the big station was not going to cause any more need for money that did not happen. Stallings did not have to raise their tax because they are a taxing authority. Their actual revenue went up so for this next year their approved budget is almost 8% more. I think we have a pretty good story here in Weddington.

Mayor Pro Tem Titherington - The piggy bank does not have a lot left in it and my biggest concern is if the State were ever to come back and remove the franchise tax like they did 10 years ago.

Mr. Parks resumed taking about each budget line item:

- Seminars – We worked with the training officer and were able to bring down from \$7,000 to \$4,000. We have already spent some monies this year. We have to do training. We send them to training and then they come back and train everyone else. We do not send a whole department at a time.
- Incentives – That is not something that we feel comfortable in changing mid year. Our members are working towards a plan. They knew what it was at the beginning of the year. We do not feel like it is something that we can change now but can look at during our next budgeting cycle. We do not think it would be a good retention policy to change their bonus structure mid year. We may not spend \$10,000

because it is based on what they actually achieve. We estimate we will spend approximately \$6,000 to \$7,000.

Mr. Parks – We came up with \$19,000 as the potential shortfall on the budget.

Items discussed:

- Providence VFD switched the expense side for sales tax to \$8,000.
- Finance Officer Gaylord asked if there were any savings under the Drug Testing and Physical line item? She advised that they have only spent \$95.00 but have budgeted \$5,000. Providence advised that they have not done their Fit testing yet but the amount can be reduced to \$3,500.
- Councilwoman Harrison advised that it would be good for Providence VFD to get in front of the Finance Committees for the churches to ask for a donation since they do not have to pay taxes.
- Councilwoman Harrison also discussed several fundraising items that she has been involved with such as First Book of Charlotte and Fox Chase in Pennsylvania.
- Make the churches and community aware that Providence VFD is a charity that is in need.
- Town is not currently charging for false fire alarms. Mr. Parks advised that they did not want to discourage people from having an alarm system that could save their life and Chief Schott informed the Council that they do not have a big problem with reoccurring fire alarms.
- Fire department to reach out to HOAs to request funding.
- Contact Home Depot to see if they would donate fire extinguishers to Providence to be able to use as a fundraiser.
- Notify public that Providence has a room that can be rented for HOA meetings, special events, etc.
- Could Providence VFD provide CPR training to the schools and churches to raise money?
- Mr. Parks advised that they are not sitting still in their efforts for requesting donations. He stated, “We are doing a get well card for our medical calls. We are sending to them and giving them an opportunity to donate. We have come up with a survey card that we are giving at the scene of an event to see if they think the response is what they expected.”
- Finance Officer Gaylord felt that legal fees are spiked high this year and will go down.

Council agreed upon the following:

- Put the reimbursement for the truck back into expense.
- Go to quarterly payments instead of monthly and to make the necessary contract revisions at the December Town Council Meeting.
- Change Sales Tax Line Item to \$8,000.
- Change Drug Testing Line Item to \$3,500.
- Revise budget to show surplus

Item No. 3. Adjournment. Mayor Pro Tem Titherington moved to adjourn the November 10, 2014 Continued Town Council meeting. All were in favor, with votes recorded as follows:

AYES: Councilmembers Harrison, Hadley and Mayor Pro Tem Titherington
NAYS: None

The meeting ended at 6:16 p.m.

Bill Deter, Mayor

Amy S. McCollum, Town Clerk

**TOWN OF WEDDINGTON
REGULAR TOWN COUNCIL MEETING
MONDAY, NOVEMBER 10, 2014 - 7:00 P.M.
MINUTES**

The Town Council of the Town of Weddington, North Carolina, met in a Regular Session at the Weddington Town Hall, 1924 Weddington Road, Weddington, NC 28104 on November 10, 2014, with Mayor Bill Deter presiding.

Present: Mayor Bill Deter, Mayor Pro Tem Don Titherington, Councilmembers Pamela Hadley and Barbara Harrison, Attorney Anthony Fox, Finance Officer Leslie Gaylord, Town Planner Julian Burton and Town Administrator Amy McCollum

Absent: Councilmember Michael Smith

Visitors: Bill Price, John Roberts, Tim Wescott, Bob Lockerman, Bill Snider, Monica Snider, Gene Melchior, Tracy Stone, Rob Kreisher, Don Titherington, Elton Hardy, Gordon Daniels and Bill Carter.

Prayer – Mayor Bill Deter offered the Invocation.

Item No. 1. Open the Meeting. Mayor Deter called the November 10, 2014 Regular Town Council Meeting to order at 7:02 p.m.

Item No. 2. Pledge of Allegiance. Mayor Deter led in the Pledge of Allegiance.

Item No. 3. Determination of Quorum. There was a quorum.

Item No. 4. Introduction of Mr. Adam Walsh – Historic Intern. Councilwoman Barbara Harrison introduced Mr. Adam Walsh who will assist the Town as the Historic Intern. She stated, “Adam is a junior at Weddington High School and has been really great about volunteering for all of our Town events. He will continue interviewing our past Councilmembers and our current Planning Board so that we have our history recorded.”

Item No. 5. Public Comments. Mr. Elton Hardy – I sent you an email a couple of weeks ago regarding something that is outside of your budgeting, powers and authorities and that is the pending redistricting. In the next 10 years people that live in Weddington will no longer go to Weddington schools simply because we do not have the school facilities and the School Board has clearly stated they have no intentions to build schools. They intend to shift everyone to the east. As we approve Vintage Creek, the Falls at Weddington, everyone is fully aware that Antioch Church Road is the next slice that will be moved to Sun Valley which decreases your property value by 20%. What really brought this to mind is that 10% of my neighborhood is old people and those 10% sold their houses in the last six months. The people that moved into their houses are pregnant or have up to four children. I know it is not within your budgeting and powers but the Weddington citizens need the Town Council to speak up to the powers that be. I am not sure what the solution is other than new schools are controlling growth.

Ms. Tracy Stone – I live close to where the Falls at Weddington is being considered. I would like to ask you to take it off the Consent Agenda tonight and either discuss separately or move it to future consideration because one of the things that I have heard is that they are talking about putting in an above ground sewer line. I do not know if that was approved by the Planning Board or not but one way or the other I would like you to think about whether you would like to have an above ground sewer line and a 50 foot wide area of trees taken down behind your houses.

Item No. 6. Additions, Deletions and/or Adoption of the Agenda.

Councilwoman Pamela Hadley moved to remove Item 8.E. from the Consent Agenda and move to New Business. All were in favor, with votes recorded as follows:

AYES: Councilmembers Harrison, Hadley and Mayor Pro Tem Titherington
NAYS: None

Item No. 7. Approval of Minutes.

A. October 13, 2014 Regular Town Council Meeting. Councilwoman Hadley noted one change to the minutes and moved to approve the October 13, 2014 Regular Town Council Meeting minutes with the correction. All were in favor, with votes recorded as follows:

AYES: Councilmembers Harrison, Hadley and Mayor Pro Tem Titherington
NAYS: None

B. October 27, 2014 Special Town Council Meeting. Councilwoman Hadley moved to approve the October 27, 2014 Special Town Council Meeting Minutes. All were in favor, with votes recorded as follows:

AYES: Councilmembers Harrison, Hadley and Mayor Pro Tem Titherington
NAYS: None

Item No. 8. Consent Agenda (Public Hearings to be held December 8, 2014 at 7:00 p.m. the Weddington Town Hall).

Mayor Pro Tem Don Titherington stated, "In regards to Ms. Stone's statement during Public Comments. I know there is a lot of interest in that. The best process for us is to call for that public hearing because that is when we can get a lot of input and ask questions. This is only calling for the public hearing which will be held in December which is where we get that feedback. It is part of that process."

A. Call for Public Hearing - Review and Consideration of Proposed Text Amendments to Section 46-45 – Revising the Duration of Financial Guarantees (Performance Bonds). The Town Council received a copy of the proposed text amendments. Mayor Pro Tem Titherington moved to call for a public hearing to consider proposed text amendments to Section 46-45. The public hearing is to be held December 8, 2014 at 7:00 p.m. at the Weddington Town Hall. All were in favor, with votes recorded as follows:

AYES: Councilmembers Harrison, Hadley and Mayor Pro Tem Titherington
NAYS: None

B. Call for Public Hearing - Review and Consideration of Proposed Text Amendments to Section 46-49 – Revising the Duration of Financial Guarantees (Maintenance Bonds). The Town Council received a copy of the proposed text amendments. Mayor Pro Tem Titherington moved to call for a public hearing to consider proposed text amendments to Section 46-49. The public hearing is to be held December 8, 2014 at 7:00 p.m. at the Weddington Town Hall. All were in favor, with votes recorded as follows:

AYES: Councilmembers Harrison, Hadley and Mayor Pro Tem Titherington
NAYS: None

C. Call for Public Hearing - Review and Consideration of Proposed Text Amendments to Section 46-75 and 46-76 – Updating Street Design Requirements to Match NCDOT Standards and Town of Weddington Road Standards. The Town Council received a copy of the proposed text amendments. Mayor Pro Tem Titherington moved to call for a public hearing to consider proposed text amendments to Section 46-75. The public hearing is to be held December 8, 2014 at 7:00 p.m. at the Weddington Town Hall. All were in favor, with votes recorded as follows:

AYES: Councilmembers Harrison, Hadley and Mayor Pro Tem Titherington
NAYS: None

D. Call for Public Hearing - Review and Consideration of Weddington Roadway Standards. The Town Council received a copy of the proposed Weddington Roadway Standards. Mayor Pro Tem Titherington moved to call for a public hearing to consider the proposed standards. The public hearing is to be held December 8, 2014 at 7:00 p.m. at the Weddington Town Hall. All were in favor, with votes recorded as follows:

AYES: Councilmembers Harrison, Hadley and Mayor Pro Tem Titherington
NAYS: None

E. Call for Public Hearing - Review and Consideration of Construction Plan Guidelines. This item was moved to New Business.

F. Call for Public Hearing - Review and Consideration of Proposed Text Amendments to Section 58-52, 58-53, 58-54 and 58-58 – Updating List of Permitted Conditional Uses in Residential Zoning Districts. The Town Council received a copy of the proposed text amendments. Mayor Pro Tem Titherington moved to call for a public hearing to consider proposed text amendments to Sections 58-52, 58-53, 58-54 and 58-58. The public hearing is to be held December 8, 2014 at 7:00 p.m. at the Weddington Town Hall. All were in favor, with votes recorded as follows:

AYES: Councilmembers Harrison, Hadley and Mayor Pro Tem Titherington
NAYS: None

G. Call for Public Hearing - Review and Consideration of Proposed Text Amendments to Section 58-271 – Implementing a “Statement of Readiness” on Any Development Requiring Conditional Zoning. The Town Council received a copy of the proposed text amendments. Mayor Pro Tem Titherington moved to call for a public hearing to consider proposed text amendments to Section 58-271. The public hearing is to be held December 8, 2014 at 7:00 p.m. at the Weddington Town Hall. All were in favor, with votes recorded as follows:

AYES: Councilmembers Harrison, Hadley and Mayor Pro Tem Titherington
NAYS: None

H. Call for Public Hearing – Review and Consideration of Proposed Text Amendments to Section 46-43 – Ensuring That Only One Septic Drain Field and Repair Area can be Located on Each Lot. The Town Council received a copy of the proposed text amendments. Mayor Pro Tem Titherington moved to call for a public hearing to consider proposed text amendments to Section 46-43. The public hearing is to be held December 8, 2014 at 7:00 p.m. at the Weddington Town Hall. All were in favor, with votes recorded as follows:

AYES: Councilmembers Harrison, Hadley and Mayor Pro Tem Titherington
NAYS: None

I. Call for Public Hearing - Review and Consideration of Preliminary Plat for Weddington Preserve. The Town Council received a copy of the Subdivision Preliminary Plat Application. Mayor Pro Tem Titherington moved to call for a public hearing to consider the Preliminary Plat for Weddington Preserve. The public hearing is to be held December 8, 2014 at 7:00 p.m. at the Weddington Town Hall. All were in favor, with votes recorded as follows:

AYES: Councilmembers Harrison, Hadley and Mayor Pro Tem Titherington
NAYS: None

J. Call for Public Hearing - Review and Consideration of Preliminary Plat for Falls at Weddington. The Town Council received a copy of the Subdivision Preliminary Plat Application. Mayor Pro Tem Titherington moved to call for a public hearing to consider the Preliminary Plat for the Falls at Weddington. The public hearing is to be held December 8, 2014 at 7:00 p.m. at the Weddington Town Hall. All were in favor, with votes recorded as follows:

AYES: Councilmembers Harrison, Hadley and Mayor Pro Tem Titherington
NAYS: None

Item No. 9. Public Hearings and Consideration of Public Hearings.

A. Public Hearing to Review Proposed Text Amendments – Temporary Use Permit (Section 58-13 (3) b) – Referencing Checklist/Application and Updating Checklist to Include Emergency Services. The Town Council received a copy of the proposed text amendments and the Temporary Use Permit Application Checklist.

Mayor Deter opened the public hearing.

Town Planner Julian Burton – There have been concerns that it was not required for some of our larger temporary use events for the applicant to provide emergency services on site. What has been proposed is a text amendment to Section 58-13 (3)(b). The text references the application checklist and that application checklist has been amended to require the applicant to provide confirmation that emergency services will be located on site for the duration of the event for events with over 200 attendees. In Section 58-13 (4) (iv) it allows the Planning Board to place conditions related to emergency services.

Councilwoman Harrison – I do the Temporary Use Permits on behalf of the Town for Town events. I was able to get the medical services for the last festival; however, the way they do it is they stay unless they get a call. They showed up and five minutes into the festival they got a call and had to leave. They will come if you do not charge a general admission to get into the event. What I am concerned about is they are changing emergency services and I think it is going to be harder for us to get an ambulance. I think it may mean that we would have to pay for it and that would be thousands of dollars for an event. There are some unknowns for me.

Mayor Pro Tem Titherington - Emergency services is a broad term.

Councilwoman Hadley - Does it include first responders?

Town Planner Burton - I believe that it is left vague intentionally to allow the Planning Board to determine on a case by case basis what would be appropriate for that particular event.

Councilwoman Harrison - I always had fire services there for the duration of the event but with medical they will only come if we do not charge general admission and if they get a call they have to go.

Mayor Pro Tem Titherington – For a football game you want the ambulance there. There is a level of risk there. If it is the Weddington Festival hopefully there would be nothing more than bumps and bruises then the fire department is okay. The Planning Board wants that flexibility to determine what is appropriate and customary for each event.

Town Planner Burton - They have to provide their plan for emergency services and then the Planning Board can add conditions.

With there being no further comments or questions, Mayor Deter closed the public hearing.

B. Consideration of Ordinance Adopting Proposed Text Amendments to Section 58-13 (3)(b). Mayor Pro Tem Titherington moved to approve the Ordinance adopting proposed text amendments to Section 58-13. The vote on the motion is as follows:

AYES: Mayor Pro Tem Titherington
NAYS: Councilmembers Harrison and Hadley

C. Public Hearing to Review Proposed Text Amendments – Drainfields (Section 46-40 (a) (1) i) – Ensuring that Only One Septic Drain Field and Repair Area can be Located on Each Lot. The Town Council received a copy of the proposed text amendments. Mayor Deter opened the public hearing.

Town Planner Burton - This amendment is for Section 46-40 and it is within the procedure for review of minor subdivisions. Basically it is making sure that septic tank drain field and repair area must be located on the same lot as the principal residence for which it is designed. It is to ensure that there is not more than one septic tank, drainfield and repair area on a lot. There will be a public hearing at your next meeting to consider a similar text amendment for major subdivisions. This is just for minor subdivisions.

With there being no further comments or questions, Mayor Deter closed the public hearing.

D. Consideration of Ordinance Adopting Proposed Text Amendments to Section 46-40 (a)(1) i). Councilwoman Harrison moved to adopt Ordinance O-2014-12:

**AN ORDINANCE TO AMEND SECTION 46-40
OF THE CODE OF ORDINANCES
OF THE TOWN OF WEDDINGTON
O-2014-12**

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF WEDDINGTON THAT SECTION 46-40 OF THE CODE OF ORDINANCES BE AMENDED AS FOLLOWS:

Sec. 46-40. Procedure for review of minor subdivisions.

(a) *Preliminary plat review for minor subdivisions.*

- (1) Prior to submission of a final plat, the subdivider shall submit to the subdivision administrator three copies of a preliminary plat of the proposed subdivision, containing the information shown below:
 - a. A sketch vicinity map including north arrow showing the location of the subdivision in relation to neighboring tracts, subdivisions, roads, and waterways.
 - b. The boundaries of the tracts.
 - c. The total acreage to be subdivided.
 - d. The existing and proposed uses of the land within the subdivision and the existing uses of land adjoining it.
 - e. The name, address and telephone number of the property owner.
 - f. The name of the proposed subdivision.
 - g. Streets and lots of adjacent developed or platted properties.
 - h. The zoning classification of the tract and of adjacent properties.
 - i. With subdivisions where individual septic tanks are the proposed method for wastewater treatment, the preliminary plat shall be based on the physical characteristics of the site. The applicant shall conduct at least two soil core borings for every one acre of land in the tract to be subdivided and the borings shall be an average of at least four feet in depth. Each boring shall be assigned a separate number and the report shall present the findings of each boring. The subdivider shall show the location of each boring, by number assigned, on the preliminary plat. The report shall contain a written finding stating that each lot contains, separate from an adequate

building site meeting all setbacks required by the town, a septic tank drain field, drainfield repair area, and area for well site, all meeting state regulations. **The septic tank drainfield and repair area must be located on the same lot as the principal residence for which it is designed.** The report shall contain a map of the subdivision showing the following:

1. All streets and property lines;
 2. Proposed building area for each lot;
 3. Septic tank and drainfield;
 4. Site and repair area for each lot;
 5. Proposed area for well site for each lot; and
 6. A separate map drawn at the same scale as the final plat showing streets and lot lines, topography with contour intervals of no greater than ten feet (at the discretion of the subdivision administrator contour intervals of five feet may be required), and an accurate mapping of all soil classifications found on the site and general depths thereof.
- (2) The report shall be prepared by a qualified soil scientist and the qualifications and references of the soil scientist shall be documented in the report. Lots to be served by public water shall not be subject to the well site area requirements and lots to be served by public sewer shall not be subject to the septic tank drainfield designation requirements. Approval of the proposed lots by the county health department for septic tanks shall be acceptable in lieu of the soils test requirement.
 - (3) The above preliminary plat shall be prepared by a registered land surveyor currently licensed by the state by the state board of registration for professional engineers and land surveyors.
 - (4) The preliminary plat shall be submitted to the subdivision administrator along with a fee in accordance with a fee schedule adopted by the town council. No application shall be considered complete or processed by the subdivision administrator unless accompanied by said fee. In addition, the town shall be reimbursed by the subdivider for all costs associated with the town's engineering and/or consulting services with respect to review of the preliminary plat prior to preliminary plat approval. The subdivision administrator shall review the preliminary plat within ten days of its submission for general compliance with the requirements of this chapter and chapter 58, and shall advise the subdivider or his authorized agent of the regulations pertaining to the proposed subdivision and the procedures to be followed in the preparation and submission of the final plat, and shall approve, approve based on certain conditions, or disapprove the preliminary plat.
 - (5) One copy of the preliminary plat along with the subdivision administrator's comments, recommendations and/or conditions shall be returned to the subdivider and one copy of the same shall be retained by the subdivision administrator.
 - (6) In the event the subdivider disagrees with the written comments and/or recommendations of the subdivision administrator, he may appeal the subdivision administrator's decision to the planning board.
 - (7) In the event of an appeal of the subdivision administrator's decision, one copy of the preliminary plat along with the subdivision administrator's comments, recommendations, and his reasons for disapproval shall be forwarded to the planning board. In the event of an appeal of the subdivision administrator's decision, the planning board shall review and approve or disapprove the preliminary plat at its next regular meeting that follows at least 15 days after the subdivision administrator's recommendation regarding the preliminary plat, or at such other meeting as may be called by the planning board to consider same.
 - (8) If the preliminary plat is not approved by the planning board, a written statement of the reasons for denial shall be provided to the subdivider, with a copy being returned to the subdivision administrator within seven days of disapproval. Upon making necessary changes, but not later than 180 days from receipt of the disapproved plat by the subdivider, the subdivider may resubmit the preliminary plat to the planning board for approval.
 - (9) Preliminary plat approval of a minor subdivision shall constitute a vested right, as defined in G.S. 160A-385.1.

Adopted this 10th day of November, 2014.

All were in favor, with votes recorded as follows:

AYES: Councilmembers Harrison, Hadley and Mayor Pro Tem Titherington
NAYS: None

E. Public Hearing to Review Proposed Stormwater Ordinance. The Town Council received a copy of the proposed Stormwater Ordinance. Mayor Deter opened the public hearing.

Town Planner Burton - Our Stormwater Ordinance as it stands now is really minimal. Ms. Bonnie Fisher with USI, our engineering consultant, put this together and it has been reviewed by staff, Planning Board and our Town Attorney. It adds some stricter regulations to stormwater requirements for any development creating over 20,000 square feet of impervious surface. Impervious surface basically means water does not go through it. Pervious would be normal ground where water can get absorbed. Section 58-543 (b) says all non residential development and all major residential development creating more than 20,000 square feet of impervious area shall provide stormwater detention to control the peak stormwater runoff from a 2, 10, 25, 50 and 100 year 24 hour storm events to predevelopment rates. It will be requiring detention for up to 100 year 24 hour storm events. It also requires the HOA or whoever owns the stormwater management facility to create an escrow account to maintain the stormwater management facility.

Town Planner Burton reviewed with the Council what had changed with the ordinance since it was shown at last month’s meeting and provided in their packet.

Councilwoman Hadley - Give me a timeline on the escrow account.

Town Attorney Fox – It is ongoing because these stormwater facilities if they fail can create an expense. If the escrow account amasses to a point that the HOA in conjunction with the Town feels that it is sufficient then the HOA has the flexibility to reduce the amount of the HOA fees that go into escrow for purposes of the maintenance and they will have the ability to manage that. It just gives them the ability to deposit funds each year into the escrow account. It does not tell how much they are required to deposit. They could decide that there are sufficient funds to address the abnormality.

With there being no further comments or questions, Mayor Deter closed the public hearing.

F. Consideration of Ordinance Adopting Stormwater Ordinance. Mayor Pro Tem Titherington moved to adopt Ordinance O-2014-14:

**AN ORDINANCE TO AMEND ARTICLE XIII
OF THE CODE OF ORDINANCES
OF THE TOWN OF WEDDINGTON
O-2014-14**

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF WEDDINGTON THAT ARTICLE XIII OF THE CODE OF ORDINANCES BE AMENDED AS FOLLOWS:

ARTICLE XIII

DIVISION 6. DRAINAGE, STORM WATER MANAGEMENT & WETLAND PROTECTION

Section 58-541. NATURAL DRAINAGE SYSTEM UTILIZED TO EXTENT FEASIBLE

To the extent practicable, all development shall conform to the natural contours of the land and natural and pre-existing manmade drainage ways shall remain undisturbed.

To the extent practicable, lot boundaries shall be made to coincide with natural and pre-existing manmade drainage ways within subdivisions to eliminate the creation of lots that could only be built upon by altering such drainage ways.

Section 58-542. DEVELOPMENTS MUST DRAIN PROPERLY

All developments shall be provided with a drainage system that is adequate to prevent the undue retention of surface water on the development site. Surface water shall not be regarded as unduly retained if:

- A. The retention results from a technique, practice or device deliberately installed as part of an approved sedimentation or stormwater runoff control plan; or
- B. The retention is not substantially different in location or degree than that experienced by the development site in its pre-development stage, unless such retention presents a danger to health or safety.

No development may be constructed or maintained so that such development unreasonably impedes the natural flow of water from high adjacent properties across such development, thereby unreasonably causing substantial damage to such higher adjacent properties.

No surface water may be channeled or directed into a sanitary sewer.

Whenever practicable, the drainage system of a development shall coordinate with and connect to the drainage systems or drainage ways on surrounding properties or adjacent streets.

Private roads and access ways within non-subdivided developments shall utilize curb and gutter and storm drains to provide adequate drainage if the grade of such roads or access ways is too steep to provide drainage in another manner, or if other sufficient reasons exist to require such construction.

Construction specifications for drainage swales, curbs and gutters, and storm drains shall be reviewed and approved by the Zoning Administrator with the assistance of the Town’s Engineering Consultant, as necessary. All systems shall be designed in accordance with the Town’s Stormwater Manual, as adopted, for a fully developed basin upstream based on the adopted town land use plan. Design of such systems shall be certified by a registered North Carolina professional engineer as an integral part of any permit application.

Section 58-543. GENERAL STANDARDS FOR STORMWATER MANAGEMENT

- A. The Town of Weddington hereby adopts and incorporates herein the provisions contained in the Charlotte-Mecklenburg Stormwater Design Manual, dated January 1, 2014 (as amended) (hereinafter referenced as the “Stormwater Manual”), with the following exceptions:
 - 1) Necessary deviations may be necessary to accommodate soil types found in Union County and the Town of Weddington.
 - 2) Rainfall data for stormwater management design calculations shall be the most current available and shall be obtained from the National Oceanic and Atmospheric (NOAA) Precipitation Frequency Data Server website.
 - 3) When discrepancies are found between the Stormwater Manual and the Town of Weddington zoning or subdivision regulations, the stricter regulation shall apply.
 - 4) The Town Engineer may approve other deviations from the Stormwater Manual in unique cases where hardship is demonstrated. Any deviation is also subject to approval from the Town Council.
- B. All developments shall be constructed and maintained so that properties are not unreasonably burdened with storm water runoff as a result of such developments. More specifically:

- 1) All nonresidential development and all major residential development creating more than 20,000 square feet of impervious area shall provide storm water detention to control the peak stormwater runoff from the 2, 10, 25, 50, and 100 year, 24 hour storm events to pre-development rates. Stormwater volume control shall also be provided for the 1-year, 24 hour storm. Design of facilities shall be consistent with the Stormwater Manual except as stated herein.
- 2) Minor residential subdivisions and individual single-family residences are exempt from requirements of this section.
- 3) Stormwater management facilities shall not be located within 20 feet of any property lines.
- 4) A registered North Carolina professional engineer shall certify documents demonstrating that construction of the project or subdivision will not increase the rate of runoff from the site nor cause any adverse impacts on downstream facilities or property.
- 5) Where stormwater management facilities are proposed to be constructed, the owners, heirs, assigns or successors of the land, including any homeowners associations, will agree to perpetual maintenance of the facility and will release and hold harmless the Town of Weddington from any liability, claims, demands, attorney's fees, and costs or judgments arising from said facility. At a minimum, the facility will be inspected by a registered North Carolina professional engineer on a yearly basis and the annual inspection report submitted by the owner to the Zoning Administrator for purposes of compliance.
- 6) An evaluation of any dam that is part of a stormwater management facility shall be made by the designer, in accordance with the Dam Safety Law of 1967, and submitted to the dam safety engineer for review, if required.
- 7) No certificate of compliance or release of performance bond funds shall be issued for any development until a registered land surveyor has surveyed the as-built storm drainage and storm water management facilities and the revised calculations have been submitted to and approved by the Town of Weddington. The revised calculations must be sealed by a registered North Carolina professional engineer. In addition, the Town shall not grant final plat approval unless the Town Engineer has approved the plans, and the Town has approved the as-built detention plans and/or a performance bond has been secured.
- 8) A permanent drainage easement that encompasses the facility shall be shown on a recorded plat, along with an access easement from the facility to a public right-of-way. This easement will be described by metes and bounds on the plat.
- 9) There will be a note placed on the recorded plat that clearly describes who is responsible for maintenance of the stormwater management facilities, pipes, and/or channels located within the permanent facility.
- 10) Required drainage easements for streams shall be provided as described in Zoning Ordinance Section 58-338, "Setbacks from Streams".

Section 58-543.1 REQUIREMENTS FOR STORMWATER MANAGEMENT PLAN APPROVAL

A. Stormwater Management Plan Required for All Developments

No Conditional Use, Vested Rights, Rezoning, or Zoning application for Non-Residential Uses or Preliminary Subdivision Plat for Residential or Non-Residential Uses will be considered as complete unless it includes a stormwater management plan detailing in concept how runoff resulting from the development will be controlled or managed. Preliminary informational meetings with the Town Zoning Administrator or the Planning Board may be allowed without a complete Stormwater Management Concept Plan.

No Zoning Permit or Final Plat approval shall be issued until a satisfactory final stormwater management plan has been reviewed and approved by the Town upon determination that the plan is consistent with the requirements of this ordinance.

All costs for the Town's engineering review of the storm water management concept plans and final plans shall be borne by the owner/developer.

B. Stormwater Management Concept Plan Requirements

A stormwater management concept plan shall be required with all permit applications and will include sufficient information to evaluate the environmental characteristics of the project site, the potential impacts of all proposed development of the site on water resources, and the effectiveness and acceptability of the measures proposed for managing stormwater generated at the project site. The information provided shall meet the design requirements of the Stormwater Manual. The following items are required to be submitted for review of the Stormwater Management Concept Plan:

- 1) Existing conditions and proposed site layout sketch plans, which illustrate at a minimum: existing and proposed topography; perennial and intermittent streams; mapping of predominant soils from soil surveys; boundaries of existing predominant vegetation and proposed limits of clearing and grading; proposed Open Space area; and location of existing and proposed roads, buildings, parking areas and other impervious surfaces.
- 2) A written or graphic inventory of the natural resources at the site and surrounding area as it exists prior to the commencement of the project and a description of the watershed and its relation to the project site. This description should include a discussion of soil conditions, forest cover, topography, wetlands, and other native vegetative areas on the site, as well as the location and boundaries of other natural feature protection and conservation areas such as lakes, ponds, floodplains, stream buffers, and other setbacks. Particular attention should be paid to environmentally sensitive features that provide particular opportunities or constraints for development.
- 3) A written or graphic concept plan of the proposed post-construction stormwater management system including: preliminary selection and location of proposed structural storm water controls; low impact design elements; location of existing and proposed conveyance systems such as grass channels, swales, and storm drains; flow paths; location of proposed Open Space areas; location of all floodplain/floodway limits; relationship of the site to upstream and downstream properties and drainages; and preliminary location of proposed stream channel modifications, such as bridge or culvert crossings.
- 4) Preliminary selection and rationale for any structural stormwater management practices along with sufficient engineering analysis to show that the proposed stormwater management measures are capable of controlling runoff from the site in compliance with the Town of Weddington Storm Water Management ordinance and the specifications of the Stormwater Manual.
- 5) A note acknowledging responsibility for the operation and maintenance of any stormwater management facility, and that such obligation shall be disclosed to future owners

C. Final Stormwater Management Plan Requirements

After review of the stormwater management concept plan and modifications to that plan as deemed necessary by the Town, a final stormwater management plan shall be submitted for approval. The final stormwater management plan shall detail how post-construction runoff will be controlled, managed, and maintained in perpetuity, and how the proposed project will meet the requirements of this ordinance. All such plans shall conform to the design requirements of the Stormwater Manual and shall be prepared by a North Carolina licensed professional engineer. The plan submittal shall include all of the information required in the submittal checklist established by the Zoning Administrator

D. Performance Bond/Security

The Town of Weddington may, at its discretion, require the submittal of a performance security or bond prior to issuance of a permit in order to insure that the stormwater management facilities are installed by the permit holder as required by the approved stormwater management plan. The amount of the installation performance security shall be the total estimated construction cost of the stormwater management practices approved under the permit, plus 50%. The performance security shall contain forfeiture provisions for failure to complete work specified in the stormwater management plan.

The installation performance security shall be released in full only upon submission of "as built plans" and written certification by a registered North Carolina professional engineer that the detention facility has been installed in accordance with the approved plan and other applicable provisions of this ordinance.

Section 58-543.2 MAINTENANCE OF STORMWATER FACILITIES

A. General Standards for Maintenance

The owner, its successors and assigns, including any homeowners association, of a stormwater management facility installed pursuant to this ordinance shall maintain and operate the practice so as to preserve and continue its function in controlling storm water runoff at the degree or amount of function for which the facility was designed.

B. Operation and Maintenance Agreement

Prior to the conveyance or transfer of any lot or building site to be served by a storm water control facility pursuant to this ordinance, and prior to issuance of any permit for development requiring a storm water control facility pursuant to this ordinance, the applicant or owner of the site must execute an operation and maintenance agreement that shall be binding on all subsequent owners of the site, portions of the site, and lots or parcels served by the facility. Until the transference of all property, sites, or lots served by facility, the original owner or applicant shall have primary responsibility for carrying out the provisions of the maintenance agreement.

The operation and maintenance agreement shall require the owner or owners to maintain, repair and, if necessary, reconstruct the storm water control facility, and shall state the terms, conditions, and schedule of maintenance for facility. In addition, it shall grant to the Town a right of entry in the event that the Town Administrator has reason to believe it has become necessary to inspect, monitor, maintain, repair, or reconstruct the facility; however, in no case shall the right of entry, of itself, confer an obligation on the Town to assume responsibility for the facility.

A maintenance plan must be attached as an addendum to the operation and maintenance agreement which identifies the specific maintenance activities to be performed for each facility. The operation and maintenance agreement and maintenance plan templates to be completed may be obtained from the Town of Weddington. The operation and maintenance agreement must be approved by the Town Administrator prior to construction plan approval. The agreement shall be referenced on the final plat and recorded with the county Register of Deeds upon final plat approval. A copy of the recorded maintenance agreement shall be given to the Town Administrator within fourteen (14) days following its recordation.

For all stormwater management facilities required pursuant to this ordinance, the required operation and maintenance agreement provided by the owner, homeowner’s association, or similar entity, shall include all of the following provisions:

- (1) Acknowledgment that the owner or association shall continuously operate and maintain the stormwater management facilities.
- (2) Establishment of an escrow account, which can be spent solely for sediment removal, structural, biological or vegetative replacement, major repair, or reconstruction of the stormwater management facilities. If stormwater management facilities are not performing adequately or as intended or are not properly maintained, the Town of Weddington, in its sole discretion, may remedy the situation, and in such instances the Town of Weddington shall be fully reimbursed from the escrow account. Escrowed funds may be spent by the owner or association for sediment removal, structural, biological or vegetative replacement, major repair, and reconstruction of the stormwater management facilities provided that the Town of Weddington shall first consent to the expenditure.
- (3) Both developer contribution and annual sinking funds shall fund the escrow account. Prior to plat recordation or issuance of construction permits, whichever shall first occur,

the developer shall pay into the escrow account an amount equal to fifteen (15) percent of the initial construction cost of the stormwater management facilities. Two-thirds (2/3) of the total amount of sinking fund budget shall be deposited into the escrow account within the first five (5) years and the full amount shall be deposited within ten (10) years following initial construction of the stormwater management facilities. Funds shall be deposited each year into the escrow account. A portion of the annual assessments of the owner or association shall include an allocation into the escrow account. Any funds drawn down from the escrow account shall be replaced in accordance with the schedule of anticipated work used to create the sinking fund budget.

- (4) The percent of developer contribution and lengths of time to fund the escrow account may be varied by the Town of Weddington depending on the design and materials of the stormwater control and management facility.
- (5) Granting to the Town of Weddington a right of entry to inspect, monitor, maintain, repair, and reconstruct stormwater management facilities.
- (6) Allowing the Town of Weddington to recover from the owner or association and its members any and all costs the Town of Weddington expends to maintain or repair the stormwater management facilities or to correct any operational deficiencies. Failure to pay the Town of Weddington all of its expended costs, after forty-five days written notice, shall constitute a breach of the agreement. In case of a deficiency, the Town of Weddington shall thereafter be entitled to bring an action against the owner or the association and its members to pay, or foreclose upon the lien hereby authorized by the agreement against the property, or both. Interest, collection costs, and attorney fees shall be added to the recovery.
- (7) A statement that this agreement shall not obligate the Town of Weddington to maintain or repair any stormwater management facilities, and the Town of Weddington shall not be liable to any person for the condition or operation of stormwater management facilities.
- (8) A statement that this agreement shall not in any way diminish, limit, or restrict the right of the Town of Weddington to enforce any of its ordinances as authorized by law.
- (9) A provision indemnifying and holding harmless the Town of Weddington for any costs and injuries arising from or related to the stormwater management facilities, unless the Town of Weddington has agreed in writing to assume the maintenance responsibility for the BMP and has accepted dedication of any and all rights necessary to carry out that maintenance.

C. Maintenance Easement

Prior to approval of the Final Stormwater Management Plan, the applicant or owner of the site must execute a maintenance easement agreement that shall be binding on all subsequent owners of land, including any homeowners associations, served by the stormwater management facility. The agreement shall provide for access to the facility at reasonable times for periodic inspection by the Town of Weddington, or their contractor or agent, and for regular or special assessments of property owners to ensure that the facility is maintained in proper working condition to meet design standards and any other provisions established by this ordinance. The easement agreement shall be recorded in the Union County Register of Deeds land records.

D. Inspections

The person responsible for maintenance of any stormwater management facility installed pursuant to this ordinance shall submit to the Zoning Administrator an annual inspection report from a qualified registered North Carolina professional engineer performing services only in their area of competence. The inspection report shall contain all of the following:

- 1) The name and address of the land owner;
- 2) The recorded book and page number of the lot of each stormwater management facility;
- 3) A statement that an inspection was made of all stormwater management facilities;
- 4) The date the inspection was made;
- 5) A statement that all inspected stormwater facilities are performing properly and are in compliance with the terms and conditions of the approved maintenance agreement required by this ordinance; and
- 6) The original signature and seal of the engineer. An original inspection report shall be provided to the Zoning Administrator beginning one year from the date of as-built certification and each year thereafter on or before the anniversary date of the as-built certification.

E. Records of Installation and Maintenance Activities

The owner, its successors and assigns, including any homeowners association, of each storm water management facility shall keep records of inspections, maintenance, and repairs for at least five years from the date of creation of the record and shall submit the same upon reasonable request to the Zoning Administrator.

F. Nuisance

The owner, its successors and assigns, including any homeowners association, of each stormwater management facility, shall maintain it so as not to create a nuisance condition.

Section 58-543.3 ENFORCEMENT AND VIOLATIONS

A. General

The provisions of this ordinance shall be enforced by the Zoning Administrator, his or her designee, or any authorized agent of the Town of Weddington. Whenever this Section refers to the Zoning Administrator, it includes his or her designee as well as any authorized agent of the Town of Weddington.

Any failure to comply with an applicable requirement, prohibition, standard, or limitation imposed by this ordinance, or the terms or conditions of any permit or other development or redevelopment approval or authorization granted pursuant to this ordinance, is unlawful and shall constitute a violation of this ordinance.

Each day that a violation continues shall constitute a separate and distinct violation or offense.

Any person who erects, constructs, reconstructs, alters (whether actively or passively), or fails to erect, construct, reconstruct, alter, repair or maintain any structure, detention facility, stormwater management facility, practice, or condition in violation of this ordinance, as well as any person who participates in, assists, directs, creates, causes, or maintains a condition that results in or constitutes a violation of this ordinance, or fails to take appropriate action, so that a violation of this ordinance results or persists; or an owner, any tenant or occupant, or any other person, who has control over, or responsibility for, the use or development of the property on which the violation occurs shall be subject to the remedies, penalties, and/or enforcement actions in accordance with this Section. For the purposes of this article, responsible person(s) shall include but not be limited to:

- 1) Person Maintaining Condition Resulting In or Constituting Violation
- 2) Any person who participates in, assists, directs, creates, causes, or maintains a condition that constitutes a violation of this ordinance, or fails to take appropriate action, so that a violation of this ordinance results or persists.
- 3) Responsibility For Land or Use of Land

- 4) The owner of the land on which the violation occurs, any tenant or occupant of the property, any person who is responsible for storm water management practices pursuant to a private agreement or public document, and any person, who has control over, or responsibility for, the use, development or redevelopment of the property.

B. Inspections and Investigations by the Town

Inspections by the Town of Weddington may be conducted or established on any reasonable basis, including but not limited to routine inspections; random inspections; inspections based upon complaints or other notice of possible violations; and joint inspections with other agencies inspecting under environmental or safety laws. Inspections may include, but are not limited to, reviewing maintenance and repair records; sampling discharges, surface water, groundwater, and material or water in detention facility; and evaluating the condition of detention facility.

The Zoning Administrator shall have the authority to conduct such investigation as it may reasonably deem necessary to carry out its duties as prescribed in this ordinance, and for this purpose to enter at reasonable times upon any property, public or private, for the purpose of investigating and inspecting. No Person shall refuse entry or access to the Zoning Administrator who requests entry for purpose of inspection or investigation, and who presents appropriate credentials, nor shall any Person obstruct, hamper, or interfere with the Zoning Administrator while in the process of carrying out official duties. The Zoning Administrator shall also have the power to require written statements, or the filing of reports under oath as part of an investigation.

58-543.4 REMEDIES AND PENALTIES

General The remedies and penalties provided for violations of this ordinance, whether civil or criminal, shall be cumulative and in addition to any other remedy provided by law, and may be exercised in any order.

A. Remedies

The Zoning Administrator or other authorized agent may refuse to issue a certificate of occupancy for the building or other improvements constructed or being constructed on the site and served by the stormwater practices in question until the applicant or other responsible person has taken the remedial measures set forth in the notice of violation or has otherwise cured the violations described therein.

As long as a violation of this ordinance continues and remains uncorrected, the Zoning Administrator or other authorized agent may withhold, and the Town Planning Board may disapprove, any request for permit or development approval or authorization provided for by this ordinance or the Zoning Ordinance for the land on which the violation occurs.

The Zoning Administrator, with the written authorization of the Town Council, may institute an action in a court of competent jurisdiction for a mandatory or prohibitory injunction and order of abatement to correct a violation of this ordinance. Any person violating this ordinance shall be subject to the full range of equitable remedies provided in the General Statutes or at common law.

If the violation is deemed dangerous or prejudicial to the public health or public safety and is within the geographic limits prescribed by North Carolina G.S. § 160A-193, the Zoning Administrator, with the written authorization of the Town Council may cause the violation to be corrected and the costs to be assessed as a lien against the property.

The Zoning Administrator may issue a stop work order to the person(s) violating this ordinance. The stop work order shall remain in effect until the person has taken the remedial measures set forth in the notice of violation or has otherwise cured the violation or violations described therein. The stop work order may be

withdrawn or modified to enable the person to take the necessary remedial measures to cure such violation or violations.

B. Civil Penalties

Violation of this ordinance may subject the violator to a civil penalty to be recovered in a civil action in the nature of a debt if the violator does not pay the penalty within 30 days after notice of the violation is issued by the Zoning Administrator. Civil penalties may be assessed up to the full amount allowed by law.

C. Criminal Penalties

Violation of this ordinance may be enforced as a misdemeanor subject to the maximum fine permissible under North Carolina law.

Section 58-543.5 PROCEDURES

A. Initiation/Complaint

Whenever a violation of this ordinance occurs, or is alleged to have occurred, any person may file a written complaint. Such complaint shall state fully the alleged violation and the basis thereof, and shall be filed with the Zoning Administrator, who shall record the complaint. The complaint shall be investigated promptly by the Zoning Administrator.

B. Inspection

The Zoning Administrator shall have the authority, upon presentation of proper credentials, to enter and inspect any land, building, structure, or premises to ensure compliance with this ordinance.

C. Notice of Violation and Order to Correct

When the Zoning Administrator finds that any building, structure, or land is in violation of this ordinance, the Zoning Administrator shall notify, in writing, the property *owner* or other person violating this ordinance. The notification shall indicate the nature of the violation, contain the address or other description of the site upon which the violation is occurring, order the necessary action to abate the violation, and give a deadline for correcting the violation. If civil penalties are to be assessed, the notice of violation shall also contain a statement of the civil penalties to be assessed, the time of their accrual, and the time within which they must be paid or be subject to collection as a debt.

The Zoning Administrator may deliver the notice of violation and correction order personally, by the Town of Weddington Code Enforcement Officer, by certified or registered mail, return receipt requested, or by any means authorized for the service of documents by Rule 4 of the North Carolina Rules of Civil Procedure.

If a violation is not corrected within a reasonable period of time, as provided in the notification, the Zoning Administrator may take appropriate action under this ordinance to correct and abate the violation and to ensure compliance with this ordinance.

D. Extension of Time

A person who receives a notice of violation and correction order, or the *owner* of the land on which the violation occurs, may submit to the Zoning Administrator a written request for an extension of time for correction of the violation. On determining that the request includes enough information to show that the violation cannot be corrected within the specified time limit for reasons beyond the control of the person requesting the extension, the Zoning Administrator may extend the time limit as is reasonably necessary to allow timely correction of the violation, up to, but not exceeding 90 days. The Zoning Administrator may

grant 30-day extensions in addition to the foregoing extension if the violation cannot be corrected within the permitted time due to circumstances beyond the control of the person violating this ordinance. The Zoning Administrator may grant an extension only by written notice of extension. The notice of extension shall state the date prior to which correction must be made, after which the violator will be subject to the penalties described in the notice of violation and correction order.

E. Enforcement After Time to Correct

After the time has expired to correct a violation, including any extension(s) if authorized by the Zoning Administrator, the Zoning Administrator shall determine if the violation is corrected. If the violation is not corrected, the Zoning Administrator may act to impose one or more of the remedies and penalties authorized by this ordinance.

F. Emergency Enforcement

If delay in correcting a violation would seriously threaten the effective enforcement of this ordinance or pose an immediate danger to the public health, safety, or welfare, then the Zoning Administrator may order the immediate cessation of a violation. Any person so ordered shall cease any violation immediately. The Zoning Administrator may seek immediate enforcement, without prior written notice, through any remedy or penalty authorized by this article.

Section 58-544. WETLANDS

All developments shall fully comply with the State and Federal requirements of Sections 401 and 404 of the Clean Water Act, related to the protection of wetlands and surface waters. All developments shall obtain any required permits from the United States Army Corps of Engineers, pursuant to section 404 before submitting a permit application. When required, water quality certifications must also be obtained from the North Carolina Department of Environment and Natural Resources, Division of Water Quality, pursuant to section 401 of the Clean Water Act before submitting a permit application.

Section 58-545. POND EVALUATION

All preliminary plats that include proposed permanent ponds, and all preliminary plats that include stormwater runoff to any existing permanent ponds, shall be subject to the review of the state dam safety engineer. An evaluation of the pond dam shall be made by the designer, in accordance with the Dam Safety Law of 1967, and submitted to the dam safety engineer for review.

All proposed ponds shall be designed and constructed to safely withstand the 100-year storm with a minimum of one foot of freeboard at the dam. Design calculations shall include the assumption of future buildout of the drainage basin.

All existing ponds shall be evaluated and rehabilitated as necessary to ensure that the ponds will safely withstand the 50-year storm with a minimum of 0.50 feet of freeboard at the dam. Design calculations shall include the assumption of future buildout of the drainage basin.

Section 58-546. NPDES STORMWATER PROGRAM PHASE II (POST CONSTRUCTION STORMWATER MANAGEMENT)

Development and redevelopment projects within the Town of Weddington must apply to the NC Department of Energy, Mineral, and Land Resources for a State Stormwater permit. Written approval from the State shall be required prior to Town approval of proposed development.

The requirements for post-construction stormwater management apply to developments in which the total land disturbance is one acre or more. The NPDES program classifies development into two categories: low-density

and high density. Both categories of projects require a permit. Project design requirements are shown in Section 9 of S.L. (Session Law) 2006-246. Exclusions from Post-Construction Practices are shown in Section 8.

New development activities within the Sixmile Creek Watershed are subject to more stringent requirements as a result of an Administrative Law Judge ruling and Environmental Management Commission (EMC) decisions relating to the protection of the Carolina Heelsplitter, an endangered species. NCDENR policies shall govern development in this watershed and specific requirements should be verified with State personnel.

Section 58-547. DEFINITIONS

When used in this Ordinance, the following words and terms shall have the meaning set forth in this section, unless other provisions of this Ordinance specifically indicate otherwise.

Built-upon area (BUA) - That portion of a development project that is covered by impervious or partially impervious surface including, but not limited to, buildings; pavement and gravel areas such as roads, parking lots, and paths; and recreation facilities such as tennis courts. “Built-upon area” does not include a wooden slatted deck, the water area of a swimming pool, or pervious or partially pervious paving material to the extent that the paving material absorbs water or allows water to infiltrate through the paving material.

Detention - The temporary storage of storm water runoff in a stormwater management practice with the goals of controlling peak discharge rates and discharge volume.

Development - Any land-disturbing activity that increases the amount of built upon area or that otherwise decreases the infiltration of precipitation into the soil.

Drainage Easement - An area of land dedicated for the purpose of conveying stormwater runoff by means of an open channel or drainage pipe.

Floodplain - The one percent Annual Chance Floodplain as delineated by the North Carolina Floodplain Mapping Program in the Division of Emergency Management.

Freeboard - The elevation difference between the full pond and the crest of the dam embankment. Freeboard protects the bank from wave action and overtopping under high-intensity rainfall.

Impervious Area - Surfaces that cannot effectively infiltrate rainfall (e.g., building rooftops, pavement, gravel surfaces, sidewalks, driveways, etc.).

Runoff - The excess precipitation from rain or snowfall which flows over the ground.

Stormwater Management Facility - A physical device designed to alter or reduce stormwater runoff velocity, amount, timing, or other characteristics to approximate the pre-development hydrology on a developed site. “Stormwater Management Facility” is synonymous with “stormwater control facility”, “stormwater management practice”, “detention facility”, “BMP”, and similar terms used in this ordinance.

Adopted this 10th day of November, 2014.

All were in favor, with votes recorded as follows:

| | |
|-------|--|
| AYES: | Councilmembers Harrison, Hadley and Mayor Pro Tem Titherington |
| NAYS: | None |

G. Public Hearing to Review Proposed Text Amendments to Section 46-76 and 58-4 – Revising the Buffering Requirements Along Thoroughfares. The Town Council received a copy of the proposed text amendments.

Mayor Deter opened the public hearing.

Town Planner Burton - The Council had an interest in a text amendment to increase the required thoroughfare buffer. The new text amendment would increase the required buffer to 100 feet for subdivisions. The only exception is if that 100 foot buffer would exceed 15% of the total acreage then administratively we would reduce that buffer down until it was exactly 15%. The original text shows that we base the buffer width on acreage and that part of the table has been removed. The other changes in that section remove the ability for an applicant to reduce the buffer width by 20% if they put up a fence or wall. The construction standards for the wall or fence remain as they were before. The definition for open space has been changed as follows to try to supplement the requirements for a thoroughfare buffer:

Sec. 58-4. - Definitions.

Open space means a land area or water feature that conserves, enhances, or creates natural or scenic resources and wildlife habitat or that enhances or creates outdoor recreational opportunities. Open space may be dedicated for public use or held under private ownership. ~~Open space may be active (e.g., soccer, baseball, or football fields, playgrounds, etc.) or passive (e.g., bicycle, walking, and jogging trails, etc.) recreation.~~ **The required open space for conventional subdivisions should be adjacent to the required roadway buffer unless the open space is protecting a natural feature or stormwater management facility on the property.** All conservation land, as defined in section 58-58(4)d is considered open space. However, not all open space is necessarily conservation land. As defined, open space may be land left in its natural state or grass and medians planted with trees in a residential, commercial or nonresidential development.

Town Planner Burton - The text says that the required open space for conventional subdivisions “should” be adjacent to the required roadway buffer. In your packet it said “shall” be adjacent. I have had some discussions with Planning Board Members and Attorney Fox and we were thinking we needed a little more flexibility on whether or not we require open space to be right up on the thoroughfare buffer. We were not sure if “should” is the right word. Do you want to discuss some alternatives to encourage open space towards a thoroughfare buffer but not require all open space to be against a thoroughfare buffer?

Mayor Deter - I agree that “shall” eliminates any flexibility. There was some discussion of using the term “may” instead of “should”.

Attorney Fox - It is a policy decision for the Council to decide whether or not they want to influence development and have most of the open space up against a roadway buffer or if you still want to see developments with some degree of open space integrated throughout the landscape of the community.

Mayor Pro Tem Titherington - I think the Planning Board wanted flexibility because depending on the site and existing neighbors they want that flexibility to make some of those adjustments and that open space may be on the back side and they felt that “shall” locked them in.

Attorney Fox – “May” gives the developer and the Planning Board some discretion about it.

Councilwoman Hadley – How does this affect open space? Julian was telling me that the buffer is not part of the open space. It is totally separate. We have 10% for the space and 15% for the buffer which is 25% overall. How does this compare to other municipalities? I am all for a buffer but I wanted to make sure that it could not automatically be put in the rear because viewshed is important so evidentially it can not be.

Mayor Pro Tem Titherington – The buffer is at the roads.

Councilwoman Hadley - How does the 25% relate to comparable municipalities that have the same objective that we do?

Mayor Pro Tem Titherington - I would say that it meets the citizens' request both from the surveys for the last decade that they want to maintain and protect viewshed and I think it protects the Town's interests.

Councilwoman Hadley - I agree.

Mayor Deter - I believe that one of the more stringent buffering towns is Marvin and we are below them.

Mr. John Roberts – Where does the 100 foot start? Is it the centerline of the road or right-of-way?

Town Planner Burton – It is the edge of the right-of-way.

Mr. Roberts – Does this ordinance require any maintenance of the buffer? Does it have to be landscaped or who would do that?

Town Planner Burton - There are landscape buffer requirements. There is a certain amount of trees and shrubs depending on the size of the buffer that you are required to plant. Existing trees and shrubs can meet the requirements and the HOA would be responsible for maintenance.

With there being no further comments or questions, Mayor Deter closed the public hearing.

H. Consideration of Ordinance Adopting Proposed Text Amendments to Section 46-76 and 58-4. Mayor Pro Tem Titherington moved to adopt Ordinance O-2014-14 and change the word “should” to “may”.

**AN ORDINANCE TO AMEND SECTIONS 46-76 AND 58-4
OF THE CODE OF ORDINANCES
OF THE TOWN OF WEDDINGTON
O-2014-13**

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF WEDDINGTON THAT SECTIONS 46-76 AND 58-4 OF THE CODE OF ORDINANCES BE AMENDED AS FOLLOWS:

Sec. 46-76. - Road standards and buffering along thoroughfares.

(d) *Buffering along thoroughfares.*

- (1) Where side and rear lot lines abut along a major or minor thoroughfare as designated on the Mecklenburg-Union Metropolitan Planning Organization (MUMPO) thoroughfare plan as adopted by the town, the subdivider shall provide a natural buffer between the lot lines paralleling the thoroughfare and the thoroughfare road right-of-way. The natural buffer shall materially screen all principal and accessory uses from public view from the thoroughfare. The buffer shall consist of a natural planting or a berm with natural planting. Any walls, fences or other constructed devices shall be allowed within the buffer area, and shall be approved by the zoning administrator.
- (2) The subdivider is encouraged to propose the use of existing natural vegetation and/or topography or a combination of existing features as prescribed in this section when the purpose and intent of this section can be met with such methods.
- (3) Such screening shall be located on the property with the use with which it is associated or required, and shall materially screen the subject use from the view of the adjoining properties. Screening shall be in the form of all natural material, including brick with no exposed cement block. When screening

is in the form of natural vegetation, a buffer strip at least ten feet wide shall be planted. This strip shall be free of all encroachments by building, parking areas or impervious coverage.

- (4) ~~Buffer requirements include a given minimum distance separation from the property line and required planting trees and shrubs within the buffer. The minimum buffer requirements, which are based on the size of the lot are in accordance with table 46-76.~~ **The buffer requirement is 100 feet for subdivisions, which is the minimum distance separation from the edge of the road right of way. Table 46-76 lists the required planting of trees and shrubs within this buffer. If the required buffer exceeds 15 percent of the total acreage of the parcel, the zoning administrator may reduce the required buffer to an amount equal to 15 percent.**

TABLE 46-76

| ACRES | < 0.5 | 0.5 | 1.0 | 1.5 | 2.0 | 2.5 | 3.0 | 3.5 | 4.0 | 4.5 | 5.0 | 5.5 | 6.0 | 6.5 | 7.0 | 7.5 | 8.0 | 8.5 | 9.0 | 9.5 | 10 or more |
|---------------------|-------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|------------|
| WIDTH* | 10-15 | 12 | 14 | 16 | 18 | 20 | 22 | 24 | 26 | 28 | 30 | 32 | 34 | 36 | 38 | 40 | 42 | 44 | 46 | 48 | 50-75 |
| Depth | | 18 | 21 | 24 | 27 | 30 | 33 | 36 | 39 | 42 | 45 | 48 | 51 | 54 | 57 | 60 | 63 | 66 | 69 | 72 | |
| TREES (per 100 ft) | 3 | | 4 | | | 5 | | | 6 | | | 7 | | | 8 | | | 9 | | | |
| SHRUBS (per 100 ft) | 20 | | | | | | | | | | | | | | | | | | | | |

*The minimum width of a buffer may be reduced by an additional 20 percent if a fence or wall is constructed in accordance with these regulations:
ft = feet –

- (5) The width of the buffer may be reduced by 20 percent if a wall or fence is provided that meets the following standards: **Any fence or wall shall be permitted with the following standards:**

a. Constructed in a durable fashion of brick, stone, other masonry materials or wood posts and planks or metal or other materials specifically designed as fencing materials, or any combination thereof as may be approved by the zoning administrator. No more than 25 percent of the fence surface shall be left open, and the finished side of the fence shall face the abutting property. A chainlink fence with plastic, metal or wooden slats may not be used when abutting residential uses and districts;

b. Walls and fences shall be a minimum height of six feet.

Sec. 58-4. - Definitions.

Open space means a land area or water feature that conserves, enhances, or creates natural or scenic resources and wildlife habitat or that enhances or creates outdoor recreational opportunities. Open space may be dedicated for public use or held under private ownership. ~~Open space may be active (e.g., soccer, baseball, or football fields, playgrounds, etc.) or passive (e.g., bicycle, walking, and jogging trails, etc.) recreation.~~ **The required open space for conventional subdivisions may be adjacent to the required roadway buffer unless the open space is protecting a natural feature or stormwater management facility on the property.** All conservation land, as defined in section 58-58(4)d is considered open space. However, not all open space is necessarily conservation land. As defined, open space may be land left in its natural state or grass and medians planted with trees in a residential, commercial or nonresidential development.

Adopted this 10th day of November, 2014.

All were in favor, with votes recorded as follows:

AYES: Councilmembers Harrison, Hadley and Mayor Pro Tem Titherington
NAYS: None

Item No. 10. Old Business. There was no Old Business.

Item No. 11. New Business.

A. Review and Consideration of Resolution - Initial Certification Fire District. Mayor Deter – This is part of the process of the Fire Service District that the Town created in 2012. The NC Department of Insurance has a process that we have to go through and part of that process involves the Town passing a Resolution for the Initial Certification of the Fire District.

Councilwoman Hadley moved to approve Resolution R-2014-06:

**TOWN OF WEDDINGTON
RESOLUTION
INITIAL CERTIFICATION
FIRE DISTRICT
R-2014-06**

WHEREAS, G.S. 118-38 requires certification to the Commissioner of Insurance as to the firemen and fire departments who serve the citizens of North Carolina within the various cities and counties of our State as a requirement for eligibility for benefits under the “North Carolina Firemen’s and Rescue Squad Workers Pension Fund Act” and also the “Law Enforcement Officers, Firemen’s, Rescue Squad Workers’ and Civil Air Patrol Members’ Death Benefits Act” (143-166.2, (d)), the undersigned certifies to the North Carolina Commissioner of Insurance that:

1. The Providence VFD serves the citizens of Weddington and performs such functions as protection of life and property through firefighting within the Town limits of Weddington.
2. The North Carolina Commissioner of Insurance has determined that the Weddington Fire District which is served by the above named Fire Department, is classified as not less than Class 9 in accordance with rating methods or insurance classification rules in effect, or by such other reasonable methods as determined by the Commissioner.
3. The above named Fire Department operates fire apparatus and equipment of a value of Five Thousand Dollars or more and has the following members. (Attach Roster).
4. The above named Fire Department has been approved to serve within the Town limits of the Town of Weddington by resolution by the Town Council of Weddington at a meeting held on the 14th day of May, 2012, and the undersigned was directed to execute and forward a copy of same to the North Carolina Commissioners of Insurance.

All were in favor, with votes recorded as follows:

AYES: Councilmembers Harrison, Hadley and Mayor Pro Tem Titherington
NAYS: None

B. Update from Public Safety Chairman Gene Melchior and Committee Members Regarding Public Safety Action Items from Council Retreat. Public Safety Chairman Gene Melchior updated the Town Council on items given to the Public Safety Committee from the February Retreat. He stated, “We have decided there was not enough interest at this time to start a CERT Team. We have only had around six people that have

shown an interest and we have decided based on previous work that we have done as a Public Safety Committee that we would need a minimum of 20 to 25 people to start one. Hopefully with the festival next year we will be able to drum up more interest because we did not have a lot of visibility where we were and hopefully we can engage more people and bring it up again next year. NCDOT has advised that they feel the lighting around the roundabout is adequate and meets their requirements. The only alternative that we might pursue is to take our street lighting further down.”

Mayor Deter - Can we put reflectors around the base?

Councilwoman Hadley - I wondered if when they widen Highway 84 at that point would be an opportunity to get more lighting when the other side of the roundabout is widened.

Mayor Deter - That could be 10 years.

Mayor Pro Tem Titherington - Maybe that is a retreat agenda item that we need to tackle.

Mayor Deter - Would they be receptive to reflectors to at least highlight that curb?

Mr. Melchior advised that he would ask NCDOT.

Town Administrator McCollum advised that she will provide cost estimates at the retreat on what it would cost to extend the street lighting.

Mr. Melchior - The next request was to investigate whether we increase the speed limit on Providence Road from 35 MPH to 45 mph. NCDOT said that we can if the Town Council wanted to.

Councilwoman Harrison - I asked this request because no one seems to go 35 mph. I believe that Councilmember Smith said that you feel it should stay at 35 mph.

Mr. Melchior – Yes because if we increase the speed limit it will just make them go faster.

Mayor Deter - I like the 35 mph out here simply because you have Polivka across the street and you have people trying to figure out where to turn in and out.

Councilwoman Harrison - I know you have a schedule for the speed trailer. Is there a way to get it out on Providence Road so people get a clue on how fast they are going?

Mayor Pro Tem Titherington - Most of the people I talk with have the same concerns around safety and feel we should keep it at 35 mph with the recognition that people are not going 35 mph.

Council agreed to keep the speed limit 35 mph but requested that the speed trailer be put out there occasionally.

Mr. Melchior – We have started the radar schedule and have taken the 12 key locations that you have identified and we are building a baseline for those. Right now we are using just the radar trailer because the radar sign is still not working correctly. We were having difficulty in getting every day recorded. The sign is under warranty.

Mr. Tim Wescott - Based on your retreat and feedback we got we have been looking at an early warning siren system for the Town. We have come up with two possible options to consider if this is something you want to do. One is a standalone system that would have to be controlled close to home and the other one is integrated into an existing Union County regional kind of approach to early warning. I have included three siren providers in your information. During the course of doing the research on this as far as siren providers, I received two to three alerts on my cell phone so it is showing me that our existing system is notifying us. In fact we had a code

alert on our home phone regarding a missing child from Weddington High School. I do not think based on feedback that I have gotten from you that you want to own a standalone system.

Mayor Deter – Does the County have a system?

Mr. Wescott – Not necessarily for sirens. They have what is called CodeRed. There are a variety of prices, decibels, distance for the sirens and so forth and that has to be taken into account. Before jumping off that cliff I wanted to get a feel for the appetite for something like this. There is grant money available to assist in funding something like this if it is something that the Council wants to pursue.

Mayor Pro Tem Titherington - I thought the report was outstanding. The financials were a little staggering at first but I guess there is grant money available.

Councilwoman Harrison – Maybe this should be a retreat agenda item.

Mr. Wescott - We need to ask ourselves do our current platforms meet the needs for notification or in certain areas a siren would be an added benefit? I found through my research that people are not very fond of sirens. They will barely tolerate existing sirens and implementing new sirens you would have to have a really big payoff for that with the costs associated with that.

Citizens in the audience said that support of these would only come after something happens and that they have apps on their smart phones that tell them when bad weather is coming. It was discussed that some of the older residents do not have cell phones. Council asked that staff notify residents in the newsletter and other Town communication to sign up for what is already available through Union County.

Council thanked the Public Safety Committee for their work.

C. Review and Consideration of Town’s Participation in Local Cost Sharing for Sidewalks for the Proposed Rea Road Extension (NCDOT STIP No. U-3467). The Town Council received emails from Mr. Bobby Norburn, Senior Planner with Mulkey Engineers and Consultants and a copy of a worksheet detailing preliminary cost estimates for sidewalks within Weddington:

Mayor Deter - There are plans to extend Rea Road and come out on Highway 84. There are a number of different versions but as part of that plan there is a request similar to Providence Road to put sidewalks on both sides. We have an email from one of the planners asking if the Town is willing to fund the cost of those sidewalks. The costs of those sidewalks within the Town are going to be approximately \$128,000 to \$133,000. There would be a similar situation in Wesley Chapel and then there are some unincorporated areas that in this letter they are asking if Weddington is willing to foot the bill for the unincorporated areas. I think Union County needs to foot the bill for that.

Councilwoman Harrison – We just finished the 2040 Comprehensive Plan. They have combined Rea Road and Highway 84 into one project widening but at this point they have not said where on Highway 84 they are going to come out. In the comments it says new four lane roadway with sidewalks. Pam and I remember they said that for future roads they were going to pay for the sidewalks and that is what I see in the comments. At no point in any meeting have I gone to that they have said that the municipalities are paying for the sidewalks. We got the big shock in 2012 when we found out we owed money for the sidewalks because in 2000 the then current Mayor said that we would pay for the sidewalks.

Finance Officer Gaylord – He did not even say that; he just asked and they took it to be.

Councilwoman Harrison – No money was put away so we had to come up with the sidewalk money but we also have to maintain the sidewalks going forward. At this point I think we need more clarification. The previous Planner said that sidewalks would be included for future roads.

Councilwoman Hadley - Is it 20% of \$130,000 or is \$130,000 our 20% ?

Mayor Deter - \$130,000 is our costs.

Mayor Pro Tem Titherington – The \$6,000 is the unincorporated portion.

Councilwoman Harrison – A lot of people do not want sidewalks in front of their house. I got eight emails on this agenda item. I believe that we need more information.

Councilwoman Hadley - We were told that widening of roads included sidewalks. This is counter to everything we heard.

Mayor Pro Tem Titherington - The challenge that we have if we go back to what the citizens have been telling us in surveys is they want connectivity. It is not greenways because that is the big picture but they would like to see more connectivity amongst the Town. People are out there walking, jogging and biking on our current sidewalks. Connectivity is big with a lot of the respondents of the survey and we should think about how we get there but we need a cohesive plan on how to do that.

Councilwoman Harrison – The earliest you will see Rea Road is 2025.

Mayor Deter – I would hate to imagine Providence Road now without sidewalks and when this happens we are talking about a similar type of road.

Town Planner Burton - There is a deadline of December 19 to let NCDOT know.

Mayor Pro Tem Titherington – We need to find out the following: timeline for Rea Road, opt in date, what is Wesley Chapel going to do, check to see if there are any subdivisions in the Rea Road corridor that have reserved right-of-way and has there been an NCDOT commitment that sidewalks are included.

Mayor Pro Tem Titherington moved to authorize staff to work with NCDOT and other agencies to answer the questions that were outlined above. All were in favor, with votes recorded as follows:

AYES: Councilmembers Harrison, Hadley and Mayor Pro Tem Titherington
NAYS: None

D. Review and Consideration of Releasing Bond Monies for the Devonridge Subdivision. The Town Council received the following memo from Town Administrator Amy McCollum:

The Town is currently holding the following money for the Devonridge Subdivision:

| | |
|------------------|-------------|
| Road Performance | \$87,885.00 |
| Road Maintenance | \$29,212.00 |
| Water and Sewer | \$61,270.40 |

Please find attached letters from US Infrastructure and Union County Public Works advising that the work has been completed and recommending release of the money for the road performance and for water and sewer improvements. The roads are private and it is a gated subdivision; therefore maintenance of the roads will be handled by the Homeowners Association. Please authorize staff to release the above money back to the developer for the Devonridge Subdivision.

The Town Council also received the following:

- Agreement dated June 11, 2012
- Letter from US Infrastructure dated April 22, 2014
- Letter from Union County Public Works dated September 3, 2014
- Budget Summary – Operating for the Devonridge HOA for 2014
- Budget Summary – Reserve for the Devonridge HOA for 2014
- Appointment of Officers – Devonridge HOA (Director Action)
- Removal of Director and Appointment of Replacement Director – Devonridge HOA – Written Consent of Declarant Without Meeting
- Declaration of Restrictive Covenants of Devonridge Subdivision dated June 25, 2007
- Declaration of Covenants, Conditions and Restrictions of Devonridge Subdivision dated June 25, 2007
- Amendment to Bylaws – Devonridge HOA
- Bylaws of Devonridge HOA
- Articles of Incorporation of Devonridge HOA

Mayor Pro Tem Titherington moved to authorize the release of bond money for the Devonridge Subdivision. All were in favor, with votes recorded as follows:

AYES: Councilmembers Harrison, Hadley and Mayor Pro Tem Titherington
 NAYS: None

E. Call for Public Hearing - Review and Consideration of Construction Plan Guidelines. Councilwoman Hadley - When I was reading the packet I was fine with this item until I came to the appendix for this item. It says that the maintenance plan shall indicate that the water control be inspected on a regular basis, etc. My question is does the developer hand over this to the HOA? It also says that the developer shall perpetually operate, maintain and repair at its sole expense the above referenced structures. Is there a time line on this? Are we able to hold a developer accountable for 25 years? There were other things through here that were a little too vague and maybe needed to be firmed up. I spoke to a couple members of the Planning Board and Council and they had the same concerns. What I would like to do is call for the public hearing but take the appendix and send that back to be reviewed by the Planning Board and the Town Attorney.

Councilwoman Harrison - How many developers went out of business due to the economy and then what happens?

Councilwoman Hadley – It also talks about the Town shall have a lien against the property. If that structure straddles my property would the Town put a lien on my lot? Too many red flags came up when I read this so I feel like it needs to have another pass.

Attorney Fox – If there is a failure of a water control system then who is ultimately going to be the party that the Town looks to fix it? You are going to have residents in those subdivisions that are going to be damaged and harmed.

Councilwoman Hadley moved to call for a public hearing to consider construction plan guidelines. The public hearing is to be held December 8, 2014 at 7:00 p.m. at the Weddington Town Hall. Councilwoman Hadley also asked that the guidelines be send back to the Planning Board and Attorney for further review to make sure that it captures the appropriate responsibilities of the parties. All were in favor, with votes recorded as follows:

AYES: Councilmembers Harrison, Hadley and Mayor Pro Tem Titherington
 NAYS: None

Item No. 12. Update from Town Planner. The Town Council received the following update memo from Town Planner Burton:

- On October 27th, the Planning Board reviewed the following items:
 - Falls at Weddington Preliminary Plat
 - Weddington Preserve Preliminary Plat
 - Text amendments included in Consent Agenda and Public Hearings during 11/10/14 Town Council meeting
- The Planning Board will likely review the following items on November 24th, 2014:
 - Threshold Church Construction Documents
 - Vintage Creek Final Plat Map 1 and Monument Sign Application
 - All Saints Anglican Church Conditional Zoning application
 - Atherton Estates Monument Sign Application
- Additional updates:
 - Development of the West property (Laurel Grove Lane) is currently on hold until further notice.

Item No. 13. Update from Town Administrator. The Town Council received the following update memo from Town Administrator McCollum:

- Consultants for the Fire Study have advised that they should have a final report to the Town within the next two to three weeks so we should be able to have that on the agenda for December.
- Town Tree Lighting will be held on December 5, 2014 from 5 to 7 p.m. with the rain date being December 6, 2014. Local school and church groups will give special performances. Residents are asked to bring a new toy and/or non-perishable food item to be given to the Union County Christmas Bureau.
- Rob Dow and Jim Vivian’s terms on the Planning Board will expire in December. They have asked to be reappointed. We also have approximately five applications on file as well.
- Gene Melchior and Kimberly Crooks’ terms on the Public Safety Advisory Committee will expire in December. I have one application on file and have asked Mr. Melchior and Ms. Crooks to provide a new application if they are interested in being reappointed.
- Union Power Cooperative will conduct a second workshop to display and discuss the alternate route corridors that have been developed for the Weddington-Marvin 100 kV Line. Property owners of record in the siting study area are invited to the workshop. The workshop will be held at the Weddington United Methodist Church on November 13, 2014 from 4 to 7:30 p.m.
- Public Meeting #2 for updating the Union County Parks and Recreation Comprehensive Master Plan will be held at 6:30 p.m. on Tuesday, November 18 at Siler Presbyterian Church in Wesley Chapel.
- I am working on getting three quotes/proposals for a new Town Website and hope to have that on the Council’s agenda for December.
- I am also trying to get three quotes for new Town Banners to be on the agenda as well for December so that they can be ready to be installed in January when the Christmas banners are taken down.

Upcoming Dates:

| | | |
|------------------------|---|---|
| November 10, 2014 | - | Continued Providence VFD Budget Meeting at 5:00 p.m. |
| November 10, 2014 | - | Regular Town Council Meeting at 7:00 p.m. |
| November 11, 2014 | - | Closed for Veteran’s Day |
| November 19, 2014 | - | PIM (All Saints Anglican Church) - 5 to 7 p.m. at Town Hall |
| November 20, 2014 | - | PIM (All Saints Anglican Church) - 9 to 11 a.m. On Site |
| November 24, 2014 | - | Planning Board Meeting |
| November 27 & 28, 2014 | - | Closed for Thanksgiving |
| December 5, 2014 | - | Christmas Tree Lighting – 5:00 p.m. to 7:00 p.m. |

Item No. 14. Public Safety Report.

PROVIDENCE VFD

Union

Fire: 19
EMS: 16
Public Service: 5

Mecklenburg:

Fire: 8
EMS: 1

Total: 49

The Town Council also received the Income and Expense Budget Performance and Balance Sheet for October 2014.

Wesley Chapel VFD – 16 Calls

Stallings VFD – 2 Calls

Weddington Deputies – 722 Calls

Item No. 15. Update from Finance Officer and Tax Collector.

A. Finance Officer’s Report. The Town Council received the Revenue and Expenditure Statement by Department and Balance Sheet dated 10/1/2014 to 10/31/2014. Finance Officer Gaylord also reported that the Auditors will be at the January Town Council Meeting.

B. Tax Collector’s Report. Monthly Report –October 2014

| | |
|--|----------------|
| Transactions: | |
| 2014 Utility Charges | \$8,293.72 |
| Refunds | \$609.28 |
| Penalty and Interest Payments | \$(31.32) |
| J | |
| Taxes Collected: | |
| 2013 | \$(234.83) |
| 2014 | \$(155,653.79) |
| As of October 31, 2014; the following taxes remain Outstanding: | |
| 2002 | \$82.07 |
| 2003 | \$129.05 |
| 2004 | \$122.90 |
| 2005 | \$252.74 |
| 2006 | \$56.80 |
| 2007 | \$144.42 |
| 2008 | \$1,330.77 |
| 2009 | \$1,464.23 |
| 2010 | \$1,681.91 |
| 2011 | \$2,667.62 |
| 2012 | \$7,332.33 |
| 2013 | \$8,152.85 |
| 2014 | \$757,433.58 |

| | |
|---------------------------|--------------|
| Total Outstanding: | \$780,851.27 |
|---------------------------|--------------|

Item No. 16. Transportation Report. Councilwoman Harrison reported that the last meeting was cancelled and that she plans to have staff put a link on the Town’s website of all the NCDOT projects.

Item No. 17. Council Comments. Councilwoman Harrison – I want to thank Texas Roadhouse for providing Halloween Bags that gives a free meal ticket for us to give out at our events.

Councilwoman Hadley – We have been concerned about the shoulders on the roads in Weddington. I spoke with John Underwood with NCDOT and asked him if it would be helpful if we sent him some of the worst ones in Weddington. He actually agreed to it. The Mayor and I went out and took pictures of what we considered the worst areas and the Mayor sent to NCDOT. They have been out gravelling the shoulders. I want to make everyone aware of the cooperation that we received from NCDOT.

Item No. 18. Adjournment. Councilwoman Hadley moved to adjourn the November 10, 2014 Regular Town Council Meeting. All were in favor, with votes recorded as follows:

AYES: Councilmembers Harrison, Hadley and Mayor Pro Tem Titherington
 NAYS: None

The meeting adjourned at 8:33 p.m.

Bill Deter, Mayor

Amy S. McCollum, Town Clerk

Sec. 58-4. - Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

[...]

Loading space, off-street, means an off-street space or berth on the same lot with a building or contiguous to a group of buildings for the temporary parking of commercial vehicles while loading or unloading merchandise or materials.

Lot means a parcel or tract of land occupied or capable of being occupied by a building or group of buildings devoted to a common use, together with the customary accessories and open spaces belonging to the same. The term "lot" includes a plot or parcel.

Lot area means the horizontal area within the legal lot lines of a lot, exclusive of the portions of the lot which lie within the street rights-of-way and any buffer required by subsection 46-76(d).

Lot, corner, means a lot which occupies the interior angle at the intersection of two street lines which make an angle of more than 45 degrees and less than 135 degrees with each other. Corner lot includes lots with a side lot line that abuts a thoroughfare buffer. See subsections 58-208(1)a. and (1)b.

Lot depth means the average horizontal distance between the front and rear lot lines.

Lot, easement, means a lot having an area of a minimum of five acres created per subsection 46-76(a) and that is connected to a public road for access via a recorded easement. An easement lot may be a minimum of 80,000 square feet when created within a conservation easement of at least 25 acres that is dedicated to a conservation organization. The principal uses shall be limited to those uses (i.e., uses by right) that are permitted uses in the underlying zoning district.

Lot, interior, means a lot other than a corner lot.

Lot line, interior, means a lot line which does not have road frontage.

Lot line (property line) means the lines bounding a lot.

Lot of record means a lot which is a part of a subdivision, a plat of which has been recorded at the county register of deeds or the Mecklenburg County Register of Deeds, or a lot described by metes and bounds, the description of which has been so recorded.

Lot, through, means a lot which fronts upon two parallel streets, or which fronts upon two streets which do not intersect at the boundaries of the lot.

Lot width means the distance between side lot lines, measured at the building setback line.

Maintenance agreement means a binding agreement between a party and the town, which provides that the party will be responsible for the implementation of all maintenance and operational obligations set forth in the maintenance plan.

Maintenance plan means a plan that meets the requirements of subsection 58-58(4)i., and which provides for the continued operation and maintenance of conservation lands required under subsection 58-58(4)d.

~~*Major thoroughfare* means a thoroughfare as designated by the Mecklenburg-Union Metropolitan Planning Organization (MUMPO) Thoroughfare Plan or Local Area Regional Transportation Plan (LARTP) and adopted by the town, as amended from time to time.~~

Map or zoning map means the official zoning map of the town.

~~*Minor thoroughfare* means a thoroughfare as designated by the Mecklenburg-Union Metropolitan Planning Organization (MUMPO) Thoroughfare Plan or Local Area Regional Transportation Plan (LARTP) and adopted by the town, as amended from time to time.~~

[...]

Stock brokerage firm means an establishment that is primarily in the business of executing securities transactions on behalf of customers in exchange for a commission, fee, or other compensation.

Structure means any building, sign, wall, fence, or similar physical obstruction placed or erected on property.

Structure, principal, means a structure in which is conducted the principal use of the lot on which it is located.

Subdivision, conservation, means a residential subdivision six acres or greater in area that is developed pursuant to section 58-58.

Subdivision, conventional, means a residential subdivision that is not a conservation subdivision.

Supermarket means an establishment which may sell a wide variety of fresh produce, canned and packaged food items, small household goods and similar items which are consumed and used off-premises. In addition, the store may contain a delicatessen section in which prepared foods are sold and may be consumed on-premises in a specially designed sitdown area. Unlike convenience stores, gasoline sales are not permitted.

Tailor, dressmaking and millinery shop means a retail establishment that is primarily in the business of making, repairing, or altering articles of clothing.

Tax preparation service means an establishment that is primarily in the business of assisting customers in preparing their tax returns and/or offering tax-related advice or other tax-related services.

Telecommunication tower and facilities means a structure, including any accessory structures to house transmitting or maintenance equipment, designated to support antennae used for transmitting or receiving communication transmissions. The term "telecommunication tower and facilities" does not include ham radio operations, wireless radio towers, or television broadcast station towers.

Thoroughfare means streets which provide for movement of high volumes of traffic throughout the Town. In general, thoroughfare streets consist of numbered state roads and other major streets as described in NCDOT, Union County, or Town of Weddington Thoroughfare Plans. Design criteria for thoroughfare streets shall be determined by the NCDOT, and construction plans shall be reviewed and approved by the NCDOT District Engineer.

Toy and hobby shop means a retail store that is primarily in the business of selling toys, games, collectibles, models and/or similar items.

Travel agency means an establishment that is primarily in the business of assisting customers in planning and arranging vacations and other travel, often by finding and booking flights, hotels, cruises or vacation packages.

Use means the specific purpose for which land, a building, or a portion of a building is designed, arranged, intended, occupied or maintained. The term "permitted use" or its equivalent shall not be deemed to include a nonconforming use.

Used or occupied means and includes, as applied to any land or building, the terms "intended, arranged or designed to be used or occupied".

Video store means a retail store that is primarily in the business of renting and/or selling videos, DVDs and/or video games. An establishment that sells video and meets the definition of adult establishment, as herein defined, shall not be considered a video store.

Sec. 46-76. - Road standards and buffering along thoroughfares.

[...]

(d) *Buffering along thoroughfares.*

- (1) Where side and rear lot lines abut along a ~~major or minor~~ thoroughfare as ~~designated defined on the Mecklenburg-Union Metropolitan Planning Organization (MUMPO) thoroughfare plan as adopted by the town in the Weddington Roadway Standards~~, the subdivider shall provide a natural buffer between the lot lines paralleling the thoroughfare and the thoroughfare road right-of-way. The natural buffer shall materially screen all principal and accessory uses from public view from the thoroughfare. The buffer shall consist of a natural planting or a berm with natural planting. Any walls, fences or other constructed devices shall be allowed within the buffer area, and shall be approved by the zoning administrator.
- (2) The subdivider is encouraged to propose the use of existing natural vegetation and/or topography or a combination of existing features as prescribed in this section when the purpose and intent of this section can be met with such methods.
- (3) Such screening shall be located on the property with the use with which it is associated or required, and shall materially screen the subject use from the view of the adjoining properties. Screening shall be in the form of all natural material, including brick with no exposed cement block. When screening is in the form of natural vegetation, a buffer strip at least ten feet wide shall be planted. This strip shall be free of all encroachments by building, parking areas or impervious coverage.
- (4) The buffer requirement is 100 feet for subdivisions, which is the minimum distance separation from the edge of the road right of way. Table 46-76 lists the required planting of trees and shrubs within this buffer. If the required buffer exceeds 15 percent of the total acreage of the parcel, the zoning administrator may reduce the required buffer to an amount equal to 15 percent.

TABLE 46-76

| ACRES | < 0.5 | 0.5 | 1.0 | 1.5 | 2.0 | 2.5 | 3.0 | 3.5 | 4.0 | 4.5 | 5.0 | 5.5 | 6.0 | 6.5 | 7.0 | 7.5 | 8.0 | 8.5 | 9.0 | 9.5 | 10 or more |
|---------------------|-------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|------------|
| TREES (per 100 ft) | 3 | | 4 | | | 5 | | | 6 | | | 7 | | | 8 | | | 9 | | | |
| SHRUBS (per 100 ft) | 20 | | | | | | | | | | | | | | | | | | | | |

- (5) Any fence or wall shall be permitted with the following standards:
 - a. Constructed in a durable fashion of brick, stone, other masonry materials or wood posts and planks or metal or other materials specifically designed as fencing materials, or any combination thereof as may be approved by the zoning administrator. No more than 25 percent of the fence surface shall be left open, and the finished side of the fence shall face the abutting

property. A chainlink fence with plastic, metal or wooden slats may not be used when abutting residential uses and districts;

b. Walls and fences shall be a minimum height of six feet.

**TOWN OF
W E D D I N G T O N**

MEMORANDUM

TO: Mayor and Town Council

FROM: Amy S. McCollum, Town Administrator

DATE: January 8, 2015

SUBJECT: Lake Forest Preserve Subdivision – Phase 3A

The Town approved Resolution R-2014-04 on September 8, 2014 requesting that NCDOT add Twin Lakes Drive, Fir Place Court and Sugar Plum Court in the Lake Forest Preserve Subdivision to the State Maintained Secondary Road System. The Town received confirmation from NCDOT on December 11, 2014 that these roads were added on December 4, 2014.

Please authorize staff to release the bond in the amount of \$98,961.83 back to the developer for the Lake Forest Preserve Subdivision. Thank you.



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

PAT MCCRORY
GOVERNOR

ANTHONY J. TATA
SECRETARY

December 11, 2014

Alan Kerley
1410 W. Morehead Street S-100
Charlotte, NC 28208

Petition Number: 10.1750-U

Dear Mr. Kerley

We are pleased to inform you that Twin Lakes Drive, Sugar Plum Court, and Fir Place Court in Lake Forest Subdivision was added to the State Maintenance System, when the Board of Transportation met on Dec. 4th, 2014.

If you have any questions, please contact me at the number below.

Sincerely,

Mac Outen

Mac Outen
Engineering Technician
704-218-5107

TOWN OF W E D D I N G T O N

MEMORANDUM

TO: Mayor and Town Council

FROM: Amy S. McCollum, Town Administrator

DATE: January 8, 2015

SUBJECT: Resolution of Consideration

Please find attached a map showing areas that the Town has identified as areas for possible future annexation. The original Resolution and Map identifying this area was adopted in 1998. It is recommended that the Town adopt this Resolution every year. By adopting the Resolution, it allows the Town in the future to proceed with involuntary annexation of these areas without having to wait one year before the annexation would become effective. Approval of this Resolution and map only helps to facilitate future annexations.

This is further information from COG regarding Resolution of Considerations (ROC):

Adoption of an ROC does not necessitate notification to affected and/or adjacent property owners. There is no obligation for a community to actually go forward with an annexation if an ROC is adopted. If an ROC is adopted and is not renewed within the initial two-year period post adoption, the ROC is null and void. Having an ROC in place does not preclude another community from adopting a Resolution of Intent (ROI) in any portion of the ROC territory. The advantage for a community to have an ROC adopted and kept in place is that once the initial one-year waiting period is met, a community can at any time thereafter adopt an ROI and formally begin annexation proceedings. Without an active ROC in place (i.e., one that has been in place for at least one year), there will be a one year hiatus in the effective date of an adopted annexation ordinance.

**RESOLUTION OF CONSIDERATION
TOWN OF WEDDINGTON
A RESOLUTION IDENTIFYING THE AREA DESCRIBED HEREIN AS BEING UNDER
CONSIDERATION FOR ANNEXATION
R-2015-01**

BE IT RESOLVED by the Town Council of the Town of Weddington:

Section 1. That pursuant to G.S. 160A-37 (i), the following area is hereby identified as being under consideration for future annexation by the Town of Weddington, under the provisions of Chapter 160A, Article 4A, Part 2 of the General Statutes of North Carolina.

All properties within the boundaries as shown on the attached map are incorporated by reference.

Section 2. That a copy of this resolution shall be filed with the Town Clerk.

Section 3. This resolution shall remain in effect as provided by G.S. 160A-37(i).

Section 4. Owners of agricultural land, horticultural land and forestland within the area under consideration for annexation as described in Section 1 above are hereby notified that they may have rights to a delayed effective date of annexation. G.S. § 160A-49(f1) and (f2) provide that land being taxed at present-use value qualifies for delayed annexation, and land that is eligible for present-use value taxation but which has not been in actual production for the time period required by G.S. § 105-277.3 may qualify for delayed annexation by making application to the Union County Tax Assessor for certification. For qualified tracts, the annexation will not become effective for most purposes until the last day of the month in which the tract or part thereof becomes ineligible for present-use value classification under G.S. § 105-227.4 or no longer meets the requirements of G.S. § 160A-49(f1)(2). Until annexation of a tract becomes effective, the tract will not be taxed by the Town of Weddington and will not be entitled to services from the Town.

Adopted this 12th day of January, 2015.

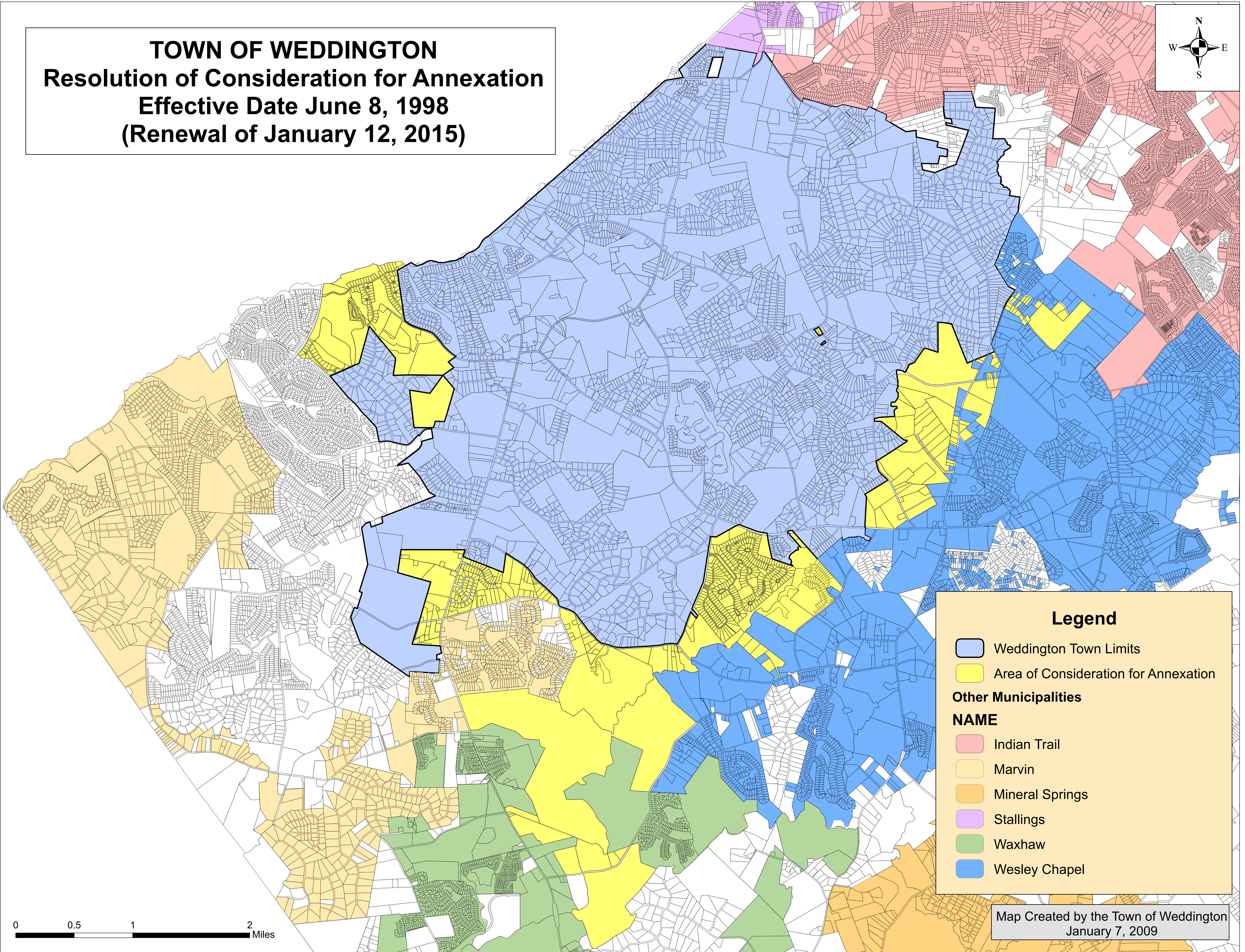
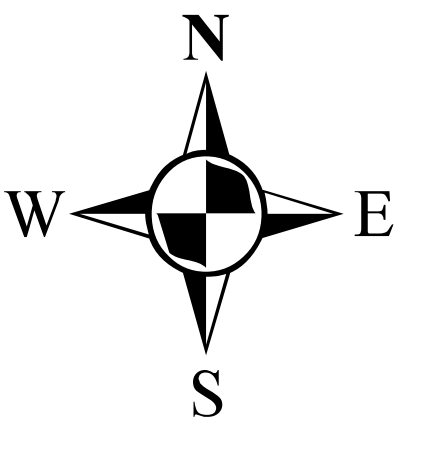
Adopted: June 8, 1998
Renewed: May 8, 2000
Renewed: April 8, 2002
Renewed: March 8, 2004
Renewed: February 13, 2006
Renewed: January 14, 2008
Renewed: January 12, 2009
Renewed: February 8, 2010
Renewed: January 17, 2011
Renewed: February 9, 2012
Renewed: February 11, 2013
Renewed: January 13, 2014

Bill Deter, Mayor

Attest:

Amy S. McCollum, Town Clerk

TOWN OF WEDDINGTON
Resolution of Consideration for Annexation
Effective Date June 8, 1998
(Renewal of January 12, 2015)



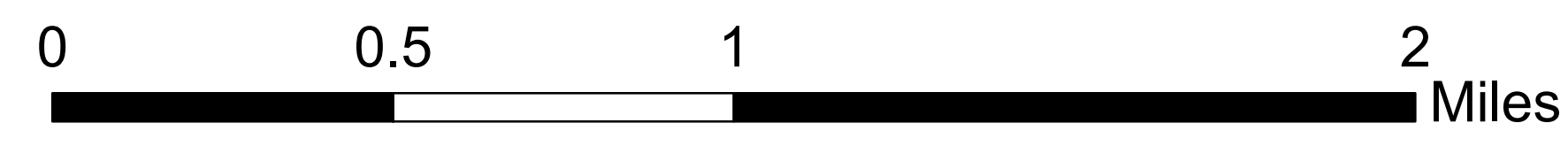
Legend

- Weddington Town Limits
- Area of Consideration for Annexation

Other Municipalities

NAME

- Indian Trail
- Marvin
- Mineral Springs
- Stallings
- Waxhaw
- Wesley Chapel



Map Created by the Town of Weddington
January 7, 2009

NORTH CAROLINA

UNION COUNTY

2ND AMENDMENT TO FIRE SUPPRESSION AGREEMENT

THIS AMENDMENT, made and entered into this 12th day of January, 2015, between the Town of Weddington, a duly incorporated municipality under the laws of the State of North Carolina (hereinafter referred to as “Town”), and the Providence Volunteer Fire Department, Inc., a duly organized rural fire department under the laws of the State of North Carolina (hereinafter referred to as “Department”), shall modify as indicated that agreement among the parties dated October 14, 2013, hereinafter referred to as the “Agreement.”

Section 3 of the Agreement shall be modified as follows:

COMPENSATION. The Town shall compensate the Department in the amount of \$144,956.25 to be paid on or before the 15th day in July, October, January and ~~April~~ March for the services provided under this Agreement. This new payment arrangement will begin January 2015. For each following fiscal year of this Agreement, the Town shall compensate the Department an amount to be established during the Town’s annual budget process. The Department agrees to submit its budget request to the Town in April of the preceding fiscal year. The Town shall notify the Department of its recommended funding of the Department at least 30 days before the Town’s public hearing on the budget. The Department’s actual budgeted amount shall be set in the Town’s annual budget adopted on or before June 30th.

All funds remitted by the Town to the Department shall be used exclusively for the provision of services under this Agreement. The Department shall be solely responsible for paying its expenses. The Department shall follow standard budgeting procedures and shall ensure that appropriate checks and balances exist in the maintenance of Department funds. The compensation is subject to adjustment on an annual basis during the Town’s and the Department’s normal budgeting cycle.

Annually, at the expense of the Town, the Department shall have a financial audit conducted of its revenues and expenditures for the previous fiscal year and shall provide the Town with a certified copy of the financial audit. The annual financial audit shall be performed by a certified public accountant.

Except as herein amended, the terms and provisions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF Each party has caused this Amendment to be executed by its duly authorized officials as of the day and year afore agreed upon.

Attest:

By:

Town of Clerk

Mayor

Attest:

By:

Secretary

President of the Board of the
Department

Seal

This instrument has been preaudited in the manner
required by the Local Government Budget and
Fiscal Control Act.

Finance Officer

From: [Edwards, Marshall](#)
To: [Julian Burton](#)
Subject: RE: update from Weddington Town Council
Date: Monday, December 22, 2014 9:51:35 AM

The importance reflects on NCDOT in order to justify the extra effort in man hours that will be added to our internal costs as well as the projected cost for completion of the project. We need that in order to make sure we have the right amount of money budgeted which the budget office is preparing this very day. Ironically I have just returned from the contract office to try to cover this project. They need to have the information for the January STIP because the Board of Transportation is going to approve the projects as well as the budget at the same time. Should a board member review the cost and decide that it was not a good representation of the cost, we are still under the gun to produce the facts as we have them. In a climate where every penny counts budget wise it is very important. Please have them approve it as soon as they can. I am going to push to convey that the municipality does want to participate.

Thanks
Marshall

Marshall Edwards
PDEA Western Section
(919) 707-6019

From: Julian Burton [mailto:jburton@townofweddington.com]
Sent: Monday, December 22, 2014 9:40 AM
To: Edwards, Marshall
Subject: RE: update from Weddington Town Council

Marshall,

Thank you so much for your response. I think our initial understanding was that we would be signing a municipal agreement before final construction costs were calculated, and then would be locked in to pay whatever amount it would end up being. Based on your explanation, it does not appear that that is the case, and we would have the opportunity to officially commit to the project once everything has been finalized. I'm not sure of the importance of the December 19th deadline, but we've obviously missed it at this point. Are there any consequences to the Council holding a vote in January?

Thanks,

Julian Burton
Town Planner/Zoning Administrator
Town of Weddington
1924 Weddington Road
Weddington, NC 28104
704-846-2709

From: Edwards, Marshall [<mailto:medwards@ncdot.gov>]
Sent: Wednesday, December 17, 2014 4:17 PM
To: Julian Burton
Cc: Liz Kovasckitz; Bobby Norburn
Subject: RE: update from Weddington Town Council

Julian,

Thanks for working with our consultant while I was out taking care of family matters. To answer your questions concerning the municipal agreement, I offer the following explanation. Odds are a town that is in a county that has the rapid growth of Union County, your population will indeed grow. All of the information we have provided is our best estimate of what will be required to pay for the projects if all rates remain the same. We know that will probably not happen. The town could annex a larger portion of the roadway and would be committed to an increased cost, just as our construction cost will probably increase over the years due to inflation. What the municipal agreement is doing for NCDOT and the town at this point in the project is establishing an agreement stating the town would like to participate and have sidewalks included in the project. Whenever NCDOT removes existing sidewalk from road projects like widening projects we replace what was taken with new sidewalk as part of our project. However when new sidewalk is requested on new location the municipality is expected to participate in the cost and and most importantly maintain the sidewalks after the project is completed.

It would not be feasible for NDOT to include sidewalk design in the construction plans if we knew there was no interest in having it there by the town. However, we do not have a problem including them in the design when we know the town desires to have them and is willing to maintain them. Knowing this in advance helps determine the amount of design efforts and detail in construction plans to provide the sidewalks.

If we had to go back after the roadway plans were completed retrofit the construction plans for sidewalks it would not be an cost efficient move on anyone's part. Should the town find the necessity of providing sidewalks after we complete any project it would be of your best interest to have already prepared the correct foundations and slopes of shoulders while that road was under construction the first time. That is what the municipal agreement is there for. It insures the sidewalks could be installed to current standards whenever the town should choose to construct them. We know town needs and finances are a crucial part of determining what a town is able to afford. That is why we have municipal agreements.

During the life of a roadway project that project will require a right of way consultation which makes sure we own the right of way for the construction and all conflicts with utilities have been coordinated and all problems have been resolved. During that time NCDOT will touch base with the town to let them know the next step will be a construction consultation which usually occurs one year after the right of way consultation. At that time we will formally have the town complete a municipal agreement that will have the final cost estimate and construction plans as they will be built. At that time the town may decide if they can afford to continue with the instillation of the sidewalks. If the town has other financial commitments or unforeseen financial shortfalls in the budget they may choose not to proceed with the agreement with NCDOT. The difference is you

have a workable street with the availability of placing sidewalk at a later time with minimal earth movement.

To close you are not locked into a financial agreement at this time. The population could grow and the cost may change. We cannot predict what the final cost will be. Most importantly you will be given the final cost estimate before the official municipal agreement is executed. That will be about one year before the project is awarded for construction. At that time the town board will make their commitment to participate or pull out. It is standard operating procedure. If you have any questions please give me a call and I will be glad to discuss it further.

Thanks
Marshall

Marshall Edwards
PDEA Western Section
(919) 707-6019

From: Bobby Norburn [<mailto:bnorburn@mulkeyinc.com>]
Sent: Wednesday, December 17, 2014 3:09 PM
To: Edwards, Marshall
Cc: Liz Kovasckitz
Subject: FW: update from Weddington Town Council

Hi Marshall,

Below is an e-mail from Julian Burton with Weddington with an update on the Town Council's discussions on the local cost share for sidewalks for Rea Road, as well as some additional questions from the Council.

I responded to Julian that you will be handling further coordination on this issue and that I would forward his e-mail to you. I also provided him your contact information so that he can contact you directly in the future.

Thanks

BOBBY NORBURN, EI
Senior Planner
919.858.1869 direct

From: Julian Burton [<mailto:jburton@townofweddington.com>]
Sent: Tuesday, December 16, 2014 11:22 AM
To: Bobby Norburn
Subject: update from Weddington Town Council

Bobby,

I wanted to update you on the Weddington Town Council meeting from last week. They still have

more questions and delayed their vote at least a month. Obviously that pushes them past the December 19th deadline, and that is actually one of their questions as well – what are the consequences of missing the deadline?

Essentially, the Council is hesitant to commit money to a project when we don't know when it's going to be built, and we don't know the exact cost of our contribution.

Could you answer these questions for me, in addition to the one above, to help give us some more clarity?

1. Regarding the municipal agreement, if the population of the Town grows over 10,000 residents, will that impact the agreement? Or, will the Town be locked in at the percentage of cost at the time of the agreement?
2. What will happen to the Town's contribution if the project ends up costing more than expected? Will the Town be locked in at one number, or will the contribution increase with an increase in the cost of construction?
3. Is there another date in the future where we would have more clarity on when the project will be built, and how much it will cost? I know you mentioned that we may have more information in the new year.

Thanks,

Julian Burton
Town Planner/Zoning Administrator
Town of Weddington
1924 Weddington Road
Weddington, NC 28104
704-846-2709

Email correspondence to and from this sender is subject to the N.C. Public Records Law and may be disclosed to third parties.

TOWN OF W E D D I N G T O N

MEMORANDUM

TO: Mayor Deter; Town Council

CC: Amy McCollum, Town Clerk

FROM: Julian Burton, Zoning Administrator/Planner

DATE: January 12th, 2015

SUBJECT: Local Cost Sharing for Sidewalks for the Proposed Rea Road Extension

At the December 8th, 2014 meeting, the Council discussed cost sharing for sidewalk construction along the proposed Rea Road extension. The Council concluded that they needed more information regarding the nature of a financial agreement for a project that is likely several years in the future. The packet contains new email correspondence between staff and DOT, providing clarity and responses to the concerns initiated by the Council in December. DOT's explanation of the process indicates that the Town will not have to agree to a financial commitment until the Rea Road extension is fully planned out and exact construction costs are known.

Amy McCollum

From: Jack Parks <jparks@providencevfd.com>
Sent: Tuesday, January 06, 2015 11:24 AM
To: Amy McCollum; Amy McCollum
Cc: John Burgess
Subject: PFVD Bathroom Renovations
Attachments: 4393_001.pdf; COI Reichenbach 01-05-2015 001.jpg; Est_651_from_Clean_Cut_Cons.pdf; Providence VFD estimate 12.30.14.pdf; Weddington VFD proposal.doc

Amy,

At our Board meeting Sunday we approved the estimate from Clean Cut Construction for the bathroom renovations to be submitted to the Town Council. We received four quotes and the one from Jim Reichenbach, a Weddington citizen that has done work for us in the past, provided us the most value and he agreed to have the work completed by the end of February. There was another quote that was \$300 lower but Clean Cut is providing wall insert mounted paper towel dispensers and waste receptacle combination units with over an \$800 value for no charge.

I have attached all four quotes and the certificate of insurance for Clean Cut Construction.

Additionally, here is a link for the paper towel and wast dispenser Clean Cut is providing.

http://www.wallingfordsales.com/proddetail.asp?prod=43580&pname=bradley_2027#.VKwJ8ivF98k

If you have any questions or need additional information, please let me know.

Thank you,

Jack Parks, President
Providence VFD
5025 Hemby Rd.
Weddington, NC 28104
704-846-1111
www.providencevfd.com

**RANGER CONSTRUCTION COMPANY
CONSTRUCTION BUDGET
Providence Fire Hall
December 8, 2014**

| CONSTRUCTION | BUDGET | SPECIFICATIONS |
|---|---------------------|---|
| ARCHITECT | | Not included |
| ENGINEER | | |
| DEMO | \$ 3,000.00 | per specifications |
| DRYWALL | \$ 3,620.00 | new green board in place of ceramic wall tile |
| DOORS, FRAMES, HARDWARE | | |
| LABOR/SUPERVISION | \$ 3,800.00 | |
| CARPET/VCT/BASE | | |
| FURNITURE MOVING | | |
| CERAMIC TILE | \$ 4,335.00 | furnish & install per 2nd floor spec |
| SPECIALTY FLOORING | | |
| SPRINKLER | | |
| PAINT | \$ 850.00 | paint both bathrooms |
| HVAC | | Not included |
| ELECTRICAL | | Not included |
| NETWORK CABLING | | |
| ACOUSTICAL CEILING | | |
| GLASS | | Not included |
| MILLWORK | \$ 2,115.00 | two laminated vanities |
| CONCRETE CUTTING | | |
| CONCRETE PATCHING | | |
| CONCRETE RAMP | | |
| CONCRETE POURING | | |
| ROOFING | | |
| PLUMBING | \$ 6,950.00 | per specs |
| DUMPSTER/RENTAL | \$ 550.00 | |
| TOILET ACCESSORIES | \$ 750.00 | two full mirrors across sinks |
| PERMIT FEES | \$ 2,000.00 | |
| EXPRESS REVIEW FEES | | |
| PERMIT COURIER FEES | | |
| PROGRESS CLEAN-UP | \$ 350.00 | |
| FINAL CLEAN-UP | \$ 885.00 | |
| DOCK DOORS | | |
| DOCK/PIT LEVELERS | | |
| DOCK SEALS | | |
| STAIRS | | |
| FIRE ALARM | | Not included |
| PHONE BOARD/MISC. LUMBER | | |
| FIRE EXTINGUISHERS | | |
| REKEYING/LOCKS | | |
| BLINDS | | |
| CONTINGENCY | | |
| MISC. HARDWARE/TOOLS | \$ 375.00 | |
| LANDSCAPING | | |
| FENCING | | |
| CANOPIES | | |
| MISCELLANEOUS STEEL | | |
| GENERAL CONDITIONS | | |
| OVERHEAD & PROFIT | | |
| CONSTRUCTION COST | \$ 29,580.00 | |
| *Pricing per specifications for 1st. Floor bathroom remodel | | |

CLEAN CUT CONSTRUCTION, INC.
Jim Reichenbach
11035 Golf Links Drive, #78673
Charlotte, NC 28277
Office (704) 321-9385 / Fax (704) 321-0932
Email: cleancutjim@carolina.rr.com

Estimate

| | |
|----------|------------|
| Date | Estimate # |
| 1/2/2015 | 651 |

| |
|--|
| Name / Address |
| Providence Vol. Fire Dept. 5025 Hemby Rd Matthews NC 28104 |

| Description | Total |
|--|-----------|
| <p>MENS AND WOMENS BATH RENOVATIONS</p> <p>DEMO INCLUDES: Commodes and sinks. Ceramic cove base. Wall mounter electric hand dryer. Other bath fixtures Existing 4x4 will tile and wall board below</p> <p>Remove and save to re install Privacy panels and towel soap dispensers</p> <p>INSTALL: Deteriorated wall studs if necessary Install Green board or Concrete board to walls where removed Supply and install tile flooring and tile baseboard Set new floor drain Prime and paint 2 coats satin paint on walls. Color chosen by PVFD Supply and install 3 commodes, 1 urinal, 4 sinks and 4 faucets. Spec sheet provided by PFVD Build and install 2 laminated vanities spec sheet provided by PFVD Relocate light in commode area per John B. To be discussed</p> <p>Cleaning and disposal of debris</p> <p>NOTE: We will donate 1 Garbage/Paper towel unit. This unit sets in wall we will frame and install at no charge. VALUE of \$412.51 each plus installation.</p> | 13,000.00 |

| | |
|--------------|--------------------|
| Total | \$13,000.00 |
|--------------|--------------------|

All material is guaranteed to be as specified. All work is to be completed in a workmanlike manner. Any alterations or deviation from above specifications involving extra costs will become an extra charge over & above the estimate. This is to include, but not limited to, hidden damages that are uncovered during the course of the job & additional work required by local building inspectors. The estimate doesn't include material price increases, or additional labor & materials which may be required should unforeseen problems arise after the work has started.

Signature _____

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/05/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

| | |
|---|---|
| PRODUCER Robbins & Associates Insurance Agcy., Inc. P O Box 1458 Monroe, NC 28111 Donna B Moore | CONTACT NAME: Michael S Street PHONE (A/C, No, Ext): 704-226-1300 FAX (A/C, No): 704-226-1320 E-MAIL ADDRESS: mike@robbinsandassociates.com INSURER(S) AFFORDING COVERAGE NAIC # INSURER A: Erie Insurance Exchange 26271 INSURER B: _____ INSURER C: _____ INSURER D: _____ INSURER E: _____ INSURER F: _____ |
| INSURED Clean Cut Construction Inc Att: Jim Reichenbach P.O. Box 78673 Charlotte, NC 28271-7038 | |

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADD. SUBR (NSD, WVD) | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|----------|---|----------------------|---------------|-------------------------|-------------------------|--|
| A | COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Business Owners GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER: _____ | | Q32-0420385 | 08/04/2014 | 08/04/2015 | EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ACV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 |
| | AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS | | | | | COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ |
| | UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$ | | | | | EACH OCCURRENCE \$ AGGREGATE \$ |
| | WORKERS COMPENSATION AND EMPLOYERS LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | Y/N | N/A | | | PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$ |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

| | |
|---|--|
| CERTIFICATE HOLDER <div style="text-align: center;">PROVVOL</div> Providence Volunteer Fire Dept 5025 Hemby Rd Matthews, NC 28104 | CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE |
|---|--|

H&H Homeworks Inc.

2000 Blazing Star Lane
 Monroe, NC 28110

Phone # 704 957-9464
 Fax # 704 635-8158

Estimate

| Date | Estimate # |
|------------|------------|
| 12/30/2014 | 276 |

| Name / Address |
|--|
| Providence VFD/ John Burgess 5025 Hemby Rd. Weddington, NC 28173 |

| | | | Project |
|--|-----|--------------|-------------|
| Description | Qty | Rate | Total |
| Demo/ Remove Privacy panels, mirrors, towel/ soap dispensers, electric hand dryers, and store for use later. Remove all bath fixtures, wall tile, and cove base tile. Dispose of all. Re-install privacy panels, mirrors, towel/ soap dispensers etc when ready. Oversee all phases of the project from start to finish. | 1 | 4,500.00 | 4,500.00 |
| Electrical & Lighting/ Move light fixtures in both rooms as discussed. | 1 | 250.00 | 250.00 |
| Install, finish, and sand drywall on all walls where tile was removed. | 1 | 1,150.00 | 1,150.00 |
| Install all new tile on floors and cove base as discussed. All tiles, labor and setting materials included. | 1 | 5,632.20 | 5,632.20 |
| Install 4 new sinks and faucets. 2 per bathroom. 3 new commodes and 1 urinal as discussed. All hardware, colors and models to be determined by fire dept. | 1 | 8,050.00 | 8,050.00 |
| Install 2 new ADA cabinets as drawn and discussed. | 1 | 1,926.73 | 1,926.73 |
| Paint all walls only as discussed. 1 primer coat & 2 finish coats. Color tbd by fire department. | 1 | 690.00 | 690.00 |
| Clean both bathrooms at conclusion of job. | 1 | 375.00 | 375.00 |
| Thank you for this opportunity | | Total | \$22,573.93 |

ENVISION CONTRACTING INC.

4630 Craigmoss Ln.
Charlotte N.C. 28278
1-888-502-3728
704-661-9112
Dchandlerjames@yahoo.com
www.EnvisionContracting.net

12/5/14

Quote Prepared By: Donald James

Project Address:

Providence VFD
5025 Hemby Rd.
Weddington, NC

Subject: Bathroom Updating

All remodeling of the men and women's bathrooms in this proposal are of an aesthetic nature and do not include or will require: structural or wall framing, alterations or improvements of drainage or water supply systems or the addition of any electrical circuits. As this project is located in an active fire department building, every effort will be made to minimize dust and to keep pathways clear. The following descriptions include all work and materials for both rooms.

Remodel Scope:

Removal of privacy panels, mirrors, towel and soap dispensers. These items to be stored at location to be determined by the station chief. These items to be placed on moving pads and covered with tarps during the project to be re-installed.

Removal of air hand dryers and capping of leads. Blank access covers to be installed over the existing junction boxes.

Removal of 3 toilets, 1 urinal and 4 sinks. Haul away and disposal of items.

Removal of approx. 176 sq. ft. of tile wainscot and drywall down to stud framing. Haul away and disposal of debris.

Removal of approx.. 130 linear ft of ceramic covebase and dispose.

Installation of approx.. 176 sq. ft. of ½" Gold Bond mold and moisture resistant drywall where wainscot removed. Fiberglass tape all seams, 3 coats drywall compound on all seams. Sand and prime all new drywall sections with pva primer.

Patch/spackle any imperfections in the existing drywall throughout rooms and sand all patches.

Prime all new and existing drywall with Kilz latex primer. 2 coats topcoat of eggshell latex paint. Color to be determined by customer.

Manufacture and installation of two 84" x 24" x 20 1/16" wall mounted vanities. Constructed of mdf with laminate overlay skin. Vanity panel laminate color: Wilsonart Holly Berry. Countertop laminate color: Wilsonart Smoky Topaz. Vanities to be attached to wall with steel "L" brackets and 3" bolts.

Installation of four 19 1/8" diameter sinks (American Standard Rondalyn , white)

Installation of four faucet assemblies (American Standard Monterrey 2 handle centerset) Installation of 4 new 1 ¼" brass p trap s , 8 stainless water supply lines. Existing shutoff valves to be reused.

Installation of 3 toilets (Kohler Cimarron Touchless Toilet) and 1 wall mount urinal (American Standard Washbrook FloWise Universal Urinal) Installation of 3 new stainless water supply lines at toilets. Existing shutoff valves to be re-used. New wax rings and closet bolts to be installed for each toilet. Danco Universal Flush valve to be used for urinal.

Installation of approx. 300 sq. ft. of ceramic 2" floor tile(color TBD) over existing tile floor. Installation of approx. 130 linear ft. of 2" x 6" covebase (color TBD). Prior to tile installation the existing floor to be cleaned with TSP and sanded with 60 grit sandpaper to prepare for new tile installation. Latex modified thinset to be used for setting tile. Grouting of tile joints with sanded grout.

Installation of privacy panels in original configuration. Installation of soap and towel dispensers.

Installation of two 36" x 72" polished edge wall mirrors.

Existing overhead fluorescent light assembly to be moved approx.. 16" towards the back wall to service both bathroom stalls. Installation of new matching ceiling panel and channel to accommodate new light locations.

Final thorough cleaning of both bathroom areas.

Total Materials and Labor: \$12,700

ENVISION CONTRACTING
INC.



Amy McCollum

From: Jack Parks <jparks@providencevfd.com>
Sent: Tuesday, January 06, 2015 11:38 AM
To: Amy McCollum; Amy McCollum
Subject: Landscaping for PVFD
Attachments: Daryl's Lawn Care Quote for PVFD.pdf; Est_1008_from_Grasshoppers_4064.pdf; PROVIDENCE_VFD.pdf

Amy,

Attached are three itemized quotes for landscaping and grounds improvements at PVFD. The PVFD Board approved the quote from Daryl's Lawn Care to be submitted to the Town Council for approval, but we realize the the funds allocated for this project may not cover the full quote with the upcoming bathrooms renovation. We request that at least the first item on Daryl's quote, delivering and spreading gravel on the parking lot, be approved. The other items on Daryl's quote are needed and we leave the approval up to the discretion of the Town Council. The Town should have a copy of the certificate of insurance for Daryl's Lawn Care on file.

Please let me know if you have questions or need additional information.

Thank you,

Jack Parks, President
Providence VFD
5025 Hemby Rd.
Weddington, NC 28104
704-846-1111
www.providencevfd.com



225 Old Mill Rd. Waxhaw, NC 28173
704-651-9152

LANDSCAPING ESTIMATING
FOR PROVIDENCE VFD

| | |
|---|------------------|
| DELIVERED & SPREAD 48 TON #67 GRAVEL FOR DRIVEWAY | \$1875.00 |
| DELIVERED & SPREAD 20 YDS OF MULCH | \$ 700.00 |
| DELIVERED & INSTALLED 30 3 GAL SHRUBS | \$1200.00 |
| DELIVERED & INSTALLED 30 1 GAL PLANTS | \$ 300.00 |
| DELIVERED & INSTALLED 20 6X6X12' TO EDGE PARKING AREA | \$1200.00 |
| DELIVERED & SPREAD 3 TONS ALABAMA BROWN PEA GRAVEL | \$ 375.00 |
| TOTAL | \$5650.00 |

Grasshoppers
 Lawn & Landscaping, Inc.
 1023 Farm Creek Road
 Waxhaw, NC 28173
 www.grasshoppercharlotte.com

Estimate

Date 1/1/2015
 Estimate # 1008

Name / Address

P.O. #
 Terms

Due Date 1/1/2015
 Other

| Description | Qty | Rate | Total |
|---|-----|-------------------------|-------------------|
| #67 Gravel for Driveway -48 tons | | 2,200.00 | 2,200.00 |
| Doubled Hammer Mulch - 20 yards | | 1,000.00 | 1,000.00 |
| 3 gal shrubs | 30 | 36.00 | 1,080.00 |
| 1 gal plants | 30 | 12.00 | 360.00 |
| 6x6x12' treated timbers | 20 | 80.00 | 1,600.00 |
| Alabama Brown Pea Gravel - 3 tons | | 525.00 | 525.00 |
| Prices above include labor and delivery | | | |
| | | Subtotal | \$6,765.00 |
| | | Sales Tax (0.0%) | \$0.00 |
| | | Total | \$6,765.00 |

Grasshoppers
 KENNYE@GRASSHOPPERCHARLOTTE.COM
 grasshoppercharlotte.com

704-363-0849

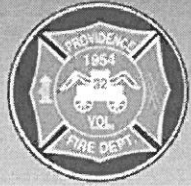
Creative Carolina Landscapes, Inc.

7420 Secrest Shortcut Road
Indian Trail, NC 28079
704-882-0155

Landscape Estimate Providence Volunteer Fire Department

| | |
|---|---------------|
| Deliver/Spread 48 Tons of #67 Gravel for Drive | \$2500 |
| Deliver/Spread 20 Yards of Double Hammered Mulch | \$1350 |
| Deliver/Install 30 - 3 gal Shrubs | \$1350 |
| Deliver/Install 30 - 1 gal Shrubs | \$550 |
| Deliver/Install 20 - 6x6x12' Treated Timbers | \$2000 |
| Deliver/Spread 3 tons of Alabana Brown Pea Gravel | \$600 |
| TOTAL | \$8350 |

*Assessment/Audit of the Operating
Budget of the*



PROVIDENCE
VOLUNTEER FIRE DEPARTMENT



protecting the

Town of Weddington



Conducted by



November, 2014



McGrath Consulting Group, Inc.

P.O. Box 190

Wonder Lake, IL 60097

Office (815) 728-9111

Fax (815) 331-0215

Email tim@mcgrathconsulting.com

www.mcgrathconsulting.com

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Executive Summary

The reader of this report is encouraged to read the report in its entirety and not depend solely on the executive summary to provide sufficient information to judge the recommendations made within this report. The executive summary is intended to highlight the major themes discussed throughout the report. At the end of the report the consultants have provided a priority listing of all the recommendations.

During the review of the draft report by Town Officials, it was obvious that not all parties will agree with our observations or the recommendations. The consultants appreciate different perspectives and encourage the reader to look at this document as a book of opportunities written by four nonbiased consultants. We have gone to great lengths to assure that we did not include information in this report that did not materially contribute to the scope of the project. In the end how you got to the position you find yourselves in today is far less important than developing a strategy to move the Town forward on a strong financial footing which this report attempts to address.

The recommendations were developed after extensive review of data provided (see Appendix A – Data request), information gathered during interviews, observations, review of previous documents pertaining to the Fire Department, and professional experience. During the review of the draft report, updated and new data was provided to the consultants. The consultants are always wary of new data, especially data that contradicts previously provided information or data that we cannot reconcile with data gathered during our review. In those cases the consultants elected to report only on the data which we felt was supported by written records or from information gleaned from multiple interviews.

Town Overview

The Town of Weddington is located 15 miles south of downtown Charlotte, in Union County, NC and covers approximately 17 square miles with a population of 9,949. The Town receives fire protection services from three private, volunteer fire organizations. These departments are Providence, Wesley Chapel, and Stallings Fire Departments. All are non-profit corporations and generally speaking autonomous from direct oversight from the Town of Weddington. The

Providence Volunteer Fire Department is the primary service provider for the Town and for purposes of this report the concentration of the consultants' review was this department.

Department Leadership

The PVFD is commanded by a Fire Chief who is elected by the Fire District's Board of Directors. At the time of this study, the former chief had just been replaced following his three-year appointment to the position. The Fire Chief is responsible for the oversight of the Department and is supported by a cadre of officers appointed by and reporting directly to him. They include a Deputy Chief, Assistant Chief, three Fire Captains and two Lieutenants. Each of them is assigned functional responsibilities within the Department.

National Standards

There are numerous standards and codes the Providence Volunteer Fire Department (PVFD) must be aware of, although most are not mandatory but by which the department may be judged if a serious incident occurs (such as a serious injury or death of a firefighter). The consultants discuss the following industry standards as part of the report:

- National Fire Protection Association (NFPA) – non mandatory
- Occupational Safety and Health Administration (OSHA) – mandatory
- Insurance Service Offices, Inc. (ISO) – non-mandatory

Neither the PVFD nor the Town of Weddington should adopt the NFPA standards; rather they should strive to meet them whenever fiscally possible.

Staffing and Deployment Model

A primary consideration in a department's ability to effectively control/extinguish fires, respond to medical emergencies, and mitigate other types of emergency calls is having adequate staffing readily available to respond to and carry out essential job functions. Ultimately, the staffing and deployment model used by a community attempts to balance the identified risks with the costs associated with providing the service. PVFD, over the past decade, has evolved from a principally Volunteer Fire Department to what is currently a Combination Department (primarily paid-on-premise).

The staffing model has changed relatively quickly from the initial staffing complement of two firefighters during the day between 6:00 am and 6:00 pm, to three paid-on-premise firefighters from 6:00 am to 6:00 pm and one paid-on-premise and two Volunteers from 6:00 pm to 6:00 am. Today the staffing allocation is four paid-on-premise from 6:00 am to 6:00 pm and two paid-on-premise and two Volunteers from 6:00 pm to 6:00am. Suffice it to say the financial impact to the Town of Weddington continued to track upward correlating to the increase in staffing.

The reasons for this evolutionary process from volunteer to paid-on-premise as well as the increasing staffing model were different depending on the person we were speaking with.

Emergency Activities

There were some problems with the data available for review on call activity. Much of this may be attributed to the somewhat recent change to a Municipal Style Fire Department. Proper data collection and reporting is an important function and helps frame the demand placed upon the department in terms of workload. It is important is to clearly define the type and frequency of activity including when and where this activity is occurring. All of this data can be used as part of an annual overall comprehensive review by the Chief to determine whether there are opportunities to address service, staffing, and/or mitigate risks.

Stations/Facilities

As previously noted the Town of Weddington receives fire protection services from three fire departments: Providence VFD, Stallings VFD, and two stations of Wesley Chapel VFD.

The PVFD provides service to the Town of Weddington and unincorporated areas from their fire station located at 5025 Hemby Road. The 8,306 square foot station was constructed in 1985 and was occupied the same year. In 2013 the station underwent a major remodel designed primarily to add appropriate living quarters for personnel in order to provide round-the-clock coverage.

During the site visits, the consultants did take the opportunity to perform a cursory review of the other two departments who provide fire services to the Town of Weddington. Consultants toured

the Wesley Chapel and Stallings Fire Department stations which also provide service to the Town. The Wesley Chapel stations both appeared to be recently built and it is our understanding Stallings will be doing a major remodeling of their station in the near future.

All stations we toured were clean and well-kept and had living space designed to accommodate their on-duty staff including shower, kitchen and sleeping facilities.

Apparatus

The entire current apparatus inventory is titled to the PVFD. PVFD provides fire and emergency medical first response to Weddington with three engines, one rescue, one tender and one brush unit.

PVFD has sufficient apparatus in terms of pumping capacity to fulfill the “fire flow” requirement established by ISO. Presently, 57% of the department’s coverage area has hydrants with 43% having no hydrant availability. Although the Town of Weddington continues to develop their water system, there remains a need to maintain tender capabilities within the fleet.

There is currently no formalized apparatus or for that matter equipment replacement schedule strategy. Given that, the consultants have offered a replacement strategy for the rolling stock of PVFD. The Town of Weddington is funding a capital replacement program to help cover the cost of replacement of existing equipment as necessary.

Fiscal

The Town of Weddington is notable for being North Carolina’s third wealthiest town in terms of median household income. The Town has enjoyed a strong fiscal position with a healthy fund balance which has been significantly reduced over the past three years due to expenses related to the purchase and renovation of the Fire Station acquired from PVFD.

In July, 2012 the Town of Weddington underwent a significant change in the overall structure of the system to deliver fire services to its community by creating a Municipal Fire Department structure and contracting for fire services with three Volunteer Fire Departments; Providence,

Wesley Chapel and Stallings. Prior to this occurrence the town was provided fire services by Union County via the same departments with significantly different service areas.

With the creation of the Municipal style fire department the Town implemented a tax increase of .022/\$100 of valuation. A review of the costs related to the contractual agreements with the VFDs was prepared by the consultants and shows that the implemented tax increase which has not increased over time has been insufficient to cover the cost of the contracted fire services. Several options have been provided for consideration by the Town to address this issue.

Introduction

McGrath Consulting Group, Inc. was commissioned by the Town of Weddington to conduct an audit (assessment) of the Providence Volunteer Fire Department (VFD). The purpose of this study was to present to the Mayor and Town Council an independent assessment of the current public safety services model to ensure the system is providing the highest level of service in the most cost effective manner. Our focus was primarily on the PVFD, but in the course of the assessment more causal observations on the Wesley Chapel and Stallings Fire Departments were made. Although the consultants will identify opportunities for improvement or change, it needs to be recognized during the assessment all stakeholders felt PVFD provides a high level of emergency services.

To complete this study, the consultants conducted a series of interviews with the Mayor, Council Members, Town Officials, Fire Department leadership (Providence, Wesley Chapel and Stallings) and other identified stakeholders. In addition to the site surveys conducted, past documentation pertaining to the Fire Department services was reviewed. However, it is important for the reader to understand that a study of this nature is a snapshot in time, and staffing, apparatus, response plans and policies are always fluid.

Any report of this nature is only as good as the data and information provided to the consulting team by the client. Every effort was made to ensure the data and information received was correct; however, the consulting team is dependent on the accuracy of the data provided by the parties to this study. The consultant team initially requested considerable data (see Appendix A) and followed up with many requests for additional data or clarification of material that was provided. Thus, in the end, this report is presented as a book of opportunities for the Town in concert with the Fire Department to provide the highest level of service in the most cost-effective manner.

Four consultants were assigned to this project, each handled topics that were appropriate to their specific skills and expertise.

- Dr. Tim McGrath – Project Manager – 33 years Fire/EMS experience

- Chief Robert Wilcox (retired) – Fire/EMS consultant – 35 years Fire/EMS experience
- Dr. Victoria McGrath – Human Resources – 29 years public and private sector HR experience
- Ms. Rita Miotti – Finance Consultant – 31 years municipal experience

The consultants wish to express their appreciation to the many individuals who were involved in interviews, and those who provided copious amounts of data, and general information for this report. A special thanks to the Mayor, Town Council, Fire Department Chiefs and Town Administrator Amy McCollum who worked to coordinate meetings and to ensure the consultants were provided the material they requested in a timely manner. Of course, service delivery is a dynamic process and one which can change with little warning and the consultants acknowledge that this is the nature of public safety services, recognizing some things might have changed prior to the final distribution of this report. However, to the best of the consultants’ knowledge, the material in this report was accurate at the time of the writing.

The report is divided into major sections each of which will begin on a new page. After the executive summary, the following sections contain a discussion and describe in greater detail the PVFD, Town of Weddington and the data as documented during the time of the study. Each section (when applicable) concludes with the consultants’ recommendation(s). The report concludes with a summary – by section – of all recommendations/opportunities. All recommendations have been prioritized as illustrated in the table below:

Table 1: Recommendation Priority Scale

| Recommendation Priority | Definition |
|--------------------------------|-------------------|
| 1 | Immediate |
| 2 | Within six months |
| 3 | Within one year |
| 4 | Long term |
| 5 | Information only |

Town Overview

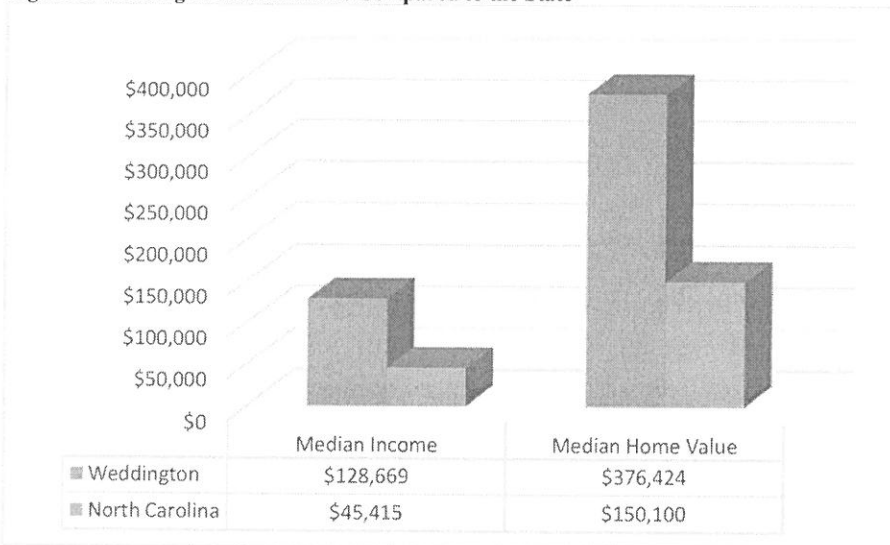
The Town of Weddington is located 15 miles south of downtown Charlotte, covers approximately 17 square miles and has a population of approximately 9,924. PVFD currently serves Weddington as well as unincorporated areas of Mecklenburg and Union County which are not yet annexed by the City of Charlotte.

The Town of Weddington is governed by a Town Council, which has four members, and the Mayor. The Town is divided into four electoral districts, and each district is represented on the Council by one member. To be eligible for election to Council as a representative of the district the person must reside in the district. Eligible voters elect members to the Council for the entire Town on a nonpartisan basis and the results determined by plurality.

Once elected the Town Council members serve a four-year term with the Mayor serving a two-year term of office. The Town of Weddington employs a Town Administrator but operates under a Mayor-Council form of governance.

The Town has a relatively high socioeconomic base, with a homogenous population.

Figure 1: Weddington Economics as Compared to the State



The PVFD was founded in 1954 by citizens that resided in what is now the Town of Weddington. Their location was at the intersection of Providence Road and what is now Ballantyne Commons Parkway. In 1954 the Stallings Volunteer Fire Department was founded, and in 1975, the Wesley Chapel Volunteer Fire Department was founded. The Town of Weddington was incorporated in 1983.

In 1984 the fire district lines were redrawn by the Fire Marshal, with support from Wesley Chapel Volunteer Fire Department and County Commissioners. The newly elected Mayor and Council of Weddington fought that decision – but to no avail. Over the years, different Mayors and Councils tried to reverse that decision. Finally, after 28 years, Weddington was able to have the lines redrawn with the creation of a Municipal Style Fire District.

The PVFD is the primary service provider for the Town of Weddington; some Weddington elected officials feel a strong need to ensure its existence. However, the Town receives fire protection from three private, volunteer fire organizations. These departments are Providence Volunteer Fire Department, Wesley Chapel Volunteer Fire Department, and Stallings Volunteer Fire Departments. All are non-profit corporations and generally speaking autonomous from direct oversight from the Town of Weddington. With the change to a Municipal Fire District; Weddington's sphere of influence over PVFD's operation is perceived to have increased.

Providence Volunteer Fire Department

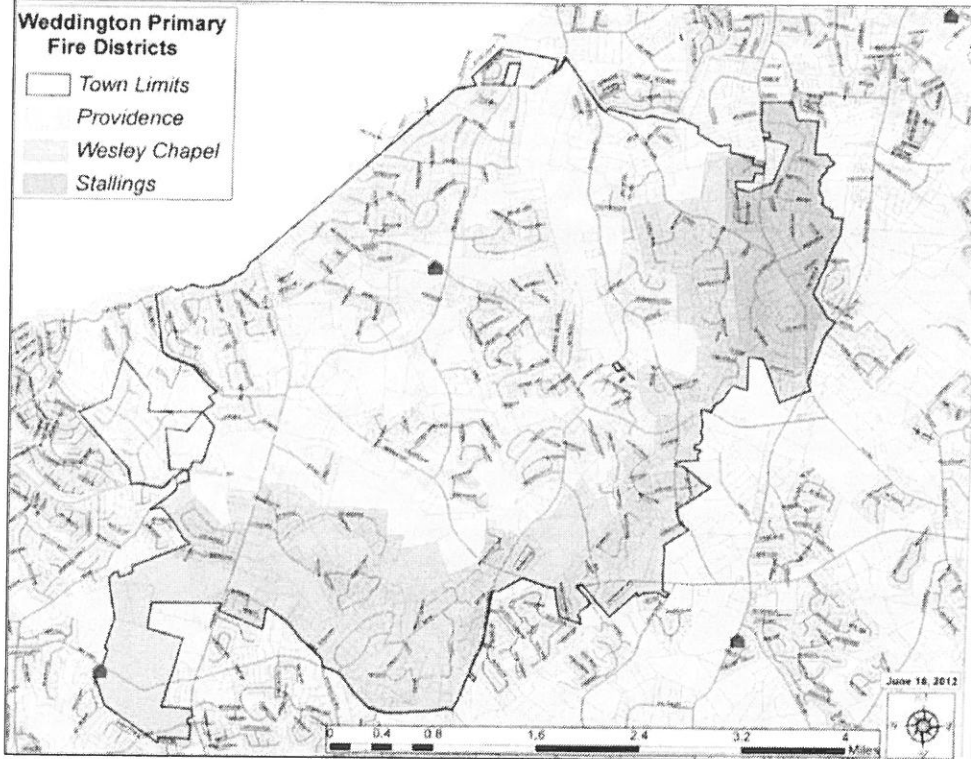
The PVFD has a proud history dating back to its inception in 1954 by then Chief Tom Grier and others who lived on the many farm lands that surrounded the area with no fire protection. Local farmers and other residents pooled together their resources for mutual protection and the PVFD was born. The first station was a small two-bay station that sat on the corner of Providence Road and Providence Road West (now known as Ballantyne Commons Parkway).

In 1972, with the expansion of the City of Charlotte, PVFD moved into a new four-bay station at the intersection of McKee Road and Tilley Morris Road. The new station afforded additional space to accommodate the growth of their fleet. In 1985, Providence relocated again to their

current station located on Hemby Road. The Hemby Road Station is located in Weddington, NC; this station relocation facilitated faster response times to residents of Union County and better served the residents of the Town of Weddington. In October of 2014, PVFD celebrated their 60th Anniversary of service to both Mecklenburg and Union Counties.

The Fire District consists almost entirely of single-family homes with only 27 acres zoned for commercial. Today, the PVFD protects a total population of approximately 9,924 covering roughly 17 square miles incorporating the Town of Weddington and sections of Mecklenburg and Union County.

Figure 2: Weddington Primary Fire Districts



PVFD Autonomy

The Providence Volunteer Fire Department is established as a non-profit 501(c) (3) corporation under North Carolina law. Thus, it is a private corporation and acts autonomously from the governance of any of the municipalities it protects. The corporation has a detailed set of rules

(bylaws) on how the nonprofit shall be run. The statute provides for the establishment of a “Board of Directors” to run the business of the organization presided over by the Board President.

In this instance the “Board of Directors” is elected at the District’s annual meeting held in June of each year. There are a total of nine members and once elected, members serve staggered three-year terms with the caveat that only a total of three Firefighters can serve on the board at any given time. All residents of the “Response Area” (excluding Mutual and/or Automatic Aid) or a Member of the Fire Department are eligible to be elected to a post on the board by providing their name to be placed on the Ballot. Anyone meeting the criteria described above can have their name placed as a write-in candidate at the Annual Meeting but no proxy votes are permitted.

The makeup of the Board includes the President, Vice President, Secretary, Treasurer, and five Directors with the Officers selected by the sitting board at the annual meeting. Following the annual meeting (but before September) the Board elects the Fire Chief who serves a one-year term and reports directly to the Board on all operations of the department.

The PVFD has developed a mission statement and a Standard of Response Coverage plan. Standards of Response Coverage are an integral part of strategic planning for fire protection. They are the allocation and distribution of resources to meet the goals and objectives of a community’s master fire protection plan.

Standard utilized by the Commission on Fire Accreditation International (CFAI) to measure:

- Distribution – the locating of geographically distributed, first due resources, for all risk initial intervention. These station locations are needed to assure rapid deployment to minimize and mitigate average, routine emergencies. Distribution is measured by the percentage of the jurisdiction covered by the first-due units within adopted public policy response times.

- Concentration – is the spacing of multiple resources arranged (close enough together) so that an initial "effective response force" can be assembled on-scene within adopted public policy time frames? An initial effective response force is that which will most likely stop the escalation of the emergency for each risk type. Concentration is measured by risk type category - high-risk areas need second and third due units in shorter time frames than in typical or low risk areas.
- Reliability – looks at actual incident history data to measure historical performance. How reliable is the response system, does the department frequently see multiple calls for service and do these degrade service? Are there predictable times of the day, week or year when queued calls occur? Can these occurrences be controlled or can peak hour staffing be used?

The elements of Standard of Coverage included the department to self-evaluate: overview, community outcome expectations, community risk assessment, distribution, concentration, reliability, effectiveness, overall evaluation, and assessment of goals and objectives.

The mission statement of the Department is:

"The mission of the PVFD, Inc. is to provide superior fire suppression, rescue and emergency medical services to the Providence Fire District, Town of Weddington and the citizens of the surrounding community".

The Standards of Coverage developed by PVFD are:

- Respond initial apparatus appropriate for the reported nature of the incident, with a crew of four firefighters.
- The initial apparatus will be enroute within two (2) minutes (turnout time) of notification of the incident by the county communication center.
- The initial apparatus and crew will be on scene of incidents within the Providence Municipal Fire District within ten (10) minutes of response time.
- This initial apparatus and crew shall have the capabilities to establish command per the requirements of NIMS and ICS; investigate to determine the actual nature of the incident, and to initiate mitigation efforts.

- For fire incidents, the initial apparatus and crew shall have the capability to place into service one (1) attack line with a minimum flow rate of 150 gallons per minute.
- Fire/EMS incidents, the initial apparatus and crew shall have the capability to ensure scene safety, assess patient condition, and treat the patient consistent with established EMS protocols.
- For extrication incidents, the initial apparatus and crew shall have the capability to assess the patient's medical status, stabilize one (1) patient, and place into service one (1) piece of hydraulic or pneumatic extrication equipment.

Today, the Department consists of 24 Paid-On-Premise and 21 Volunteer members who provide - 24/7 (on-duty) fire suppression, public safety education, special teams and first responder level emergency medical services to their constituents. The combination staffing model provides for four Firefighter/EMT's on-duty during the day and four Firefighters, two of which must be EMT's, in the evening throughout the year supported by a Volunteer component when available.

With the utilization of both Paid-On-Premise (POP) and Volunteers, PVFD is by definition a combination department. Following a series of interviews and a review of the supporting data, the consultants found that without the current paid-on-premise staffing model, the ability of PVFD to continue to meet the requirements to maintain the "9S Rating" would be in jeopardy (additional commentary under Staffing).

Requirements to Meet the 9S Rating

Each fire department shall assure the response of at least four members and one engine to all fires and fire alarms in structures. The chief may be one of the four responding members. Response of a fire department, as primary first alarm department, to a fire or fire alarm in a structure within its established fire insurance district with less than the minimum required engine or manpower shall be considered by the OSFM to be a Non-Response. Any department determined by the OSFM to have two or more "Non-Response" records shall be placed by the OSFM on probation for a period of 12 months. A fire department on probation shall submit quarterly to the OSFM inspector all fire and fire alarm in structure response records for the next 12 consecutive calendar months that show there have been no additional "non-responses" within that 12 month period. If the fire department fails to submit the quarterly report, the insurance district for the fire department shall be designated a "Class 10" by the OSFM.

Advance Life Support (ALS) ambulance patient treatment and transport services in Mecklenburg County is provided by Mecklenburg EMS Agency – paramedic service since 1978. Providence provides “First Responder” level emergency medical support to residents within their assigned primary territory. Conceptually, this approach provides the logic that the closest service provider responds to the stricken party. Inferences were made to the consultants that in some cases the assigned primary territories do not always reflect the logic or methodology of the closest department responding to medical emergencies.

Wesley-Chapel Fire Department

The Wesley-Chapel Fire Department is a non-profit 501(c) 4 corporation and elects their Board of Directors in a similar fashion at an annual meeting in June of each year. There are a total of thirteen members, nine elected, each serving staggered three-year terms, and four officers (President, Vice President, Secretary and Treasurer) serving one-year terms. The Fire Chief also serves as a member of the Board in an ex-officio position on the Board. To be eligible for a Board position, the prospective candidate must be a tax-paying member of the District, indicate interest by providing their name as a candidate prior to the annual meeting in June to have their name added to the printed ballot available at this meeting. Additional nominations can be made from the floor at the annual meeting. Like Providence, only three of the Board positions can be filled by Firefighters. No proxy voting is permitted.

The Wesley Chapel Fire Chief reports to the Board but is elected by members of the Fire Department annually.

The Town of Weddington is also protected by fire stations that are owned and operated by the Wesley Fire Department:

- Wesley Chapel VFD – Station #31 is located at 8821 New Town Road, Marvin, NC. (this station sits on the far southwest edge of the Town of Weddington).
- Wesley Chapel VFD – Station #26 is located at 315 Waxhaw Indian Trail Road, Wesley Chapel, NC.

Stallings Fire Department

The Stallings Fire Department was established in 1954 and is located in Union County and is currently located at 4616 Old Monroe Road, Indian Trail NC. The current facility is 14,000 square feet with ten apparatus bays. At the time of the consultants' site visit there was an addition be added to the rear of the facility.

Similar to the Providence Volunteer Fire Department, the Stallings Fire Department is a non-profit 501(c) (3) corporation. The Board of Directors for the Stallings Fire Department is elected at an annual meeting in June of each year. There are a total of nine members elected each serving staggered three-year terms. Only tax-paying members of the District are eligible to serve on the Board or vote for a candidate for those positions. There is no limit on the number of firefighters that may hold positions on the Board. The Deputy Chief was not certain if proxy voting was permitted.

The makeup of the Board includes the President, Vice President, Secretary and Treasurer and five Directors. Officers are selected by the sitting board and once appointed serve in that capacity for a one-year term. The Fire Chief is selected by and reports to the members of the Board and serves a two-year term.

Recommendations: Overview

- *As a component part of their "Standard of Coverage", PVFD has delineated a target "Turnout Time" of two minutes or less. Given their on-duty staffing, consideration should be given to align the times with those found in NFPA 1710; sixty seconds on EMS calls and eighty seconds on Fire incidents. **Priority 2***

Department Leadership

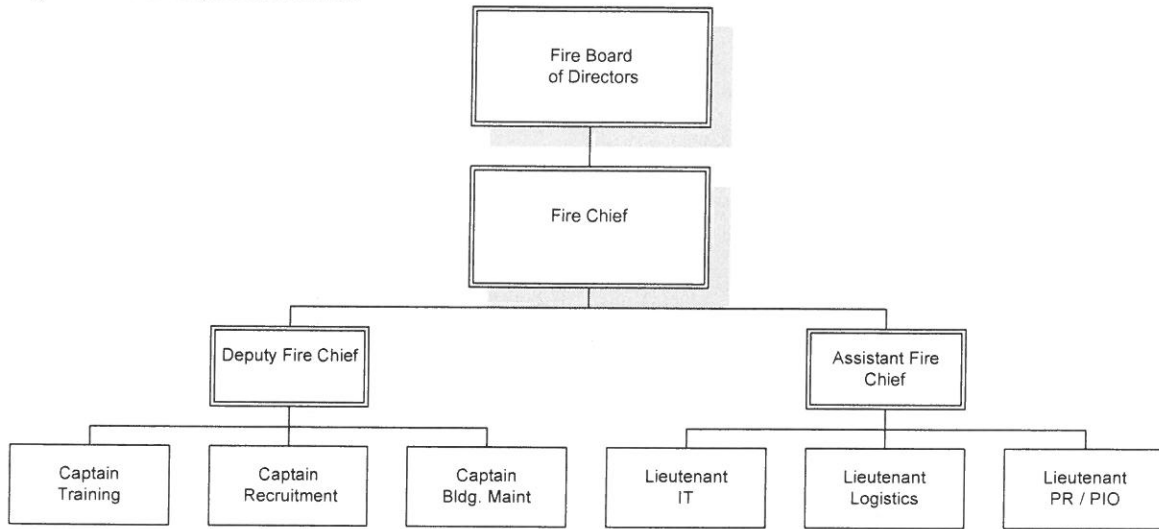
Perhaps the single most critical element in the determining the success of a department is its leadership. The PVFD is commanded by a Fire Chief who is elected by the Fire District's Board of Directors. At the time of this study, the former chief had just been replaced following his three-year appointment to the position. The current Fire Chief was appointed following the selection process outlined in the By-Laws at the District's Board of Directors Meeting on August 8, 2014. The Chief can reapply annually for the position but cannot serve as Chief for more than three terms.

PVFD, due to its structure, has a unique opportunity to appoint a new Chief on a yearly basis. The Chief is allowed to appoint his leadership team, further changing the management dynamic of the department. Thus, this new team has the ability to establish new strategic initiatives to move the organization in the direction as the new Chief feels is most appropriate. The consultants observed that the elected Board appears to be more engaged in the day-to-day operations of the department.

The Fire Chief is responsible for the oversight of the Department and is supported by a cadre of officers appointed by and reporting directly to him. They include a Deputy Chief, Assistant Chief, three Fire Captains and two Lieutenants. Each of them is assigned functional responsibilities as outlined below:

- Deputy Chief – Fire operations/Discipline
- Assistant Chief – Administration
- Captain – Training
- Captain – Recruitment and Retention
- Captain – Buildings/Maintenance
- Lieutenant – Public Relations
- Lieutenant – Logistics

Figure 3: PVFD Organization Chart



Although changes in leadership are often positive, the potential for annual changes can cause the department to alter its course too frequently and as a result, never achieve its full potential. In most municipal departments, the Chief and the command staff have more longevity in these positions which allow them the time to fulfill the strategic goals and objectives. Further, since the fire chief does not change annually, there is no need to appoint new command staff and therefore, there is more stability for subordinate staff.

One way to overcome some of the undesirable or negative impacts of the potential frequent turnover of the Chief and associated command staff is to have a very sound and continually updated strategic plan in place. In this way, the department continues to follow an established plan even though the leadership may change. Chiefs will be responsible for providing direction and developing functional teams to ensure the strategic mission of the organization is being accomplished.

For PVFD to enjoy future success, they must assure their goals are in concert with those of the Town of Weddington. The Town indicated they do receive reports on fire department activities which are included in the Town Board's packet. Keeping Board Members and those in oversight capacities updated with current operational activity reports and data, provides them important information necessary to make educated, critical decisions. Moving toward a collaborative

approach with the Town will represent a paradigm shift from what both the Town and the department have previously known and both will have to adapt to the new environment. This new challenge for PVFD is going to take strong leadership and flexibility, the responsibility for this resting with the new Fire Chief.

With the annual change in leadership, the culture and climate of the organization changes with the new command staff's vision and values. Therefore, how the Chief and his newly appointed command staff will deal with employee related issues or their philosophical approach to managing the department may be very different than the previous administration.

During our multiple site visits, the consultants had the opportunity to meet not only with PVFD but also the command staff of Wesley Chapel and Stallings Fire Departments. Although made to feel welcome, there are very notable cultural differences between the agencies. An organization's culture does ultimately have an impact on the bottom-line perhaps not from a technical perspective, but in how the organization is perceived. What is interesting to note is that all three departments essentially pull from the same pool for their paid-on-premise firefighters; therefore, "why is there such a divergent personality between these three departments?" The answer to this question is its leadership – and as a result, there are very divergent philosophical and cultural differences between the organizations. These distinctions were clearly evident in the members of both the Wesley Chapel and Providence Volunteer Fire Departments.

The Town of Weddington needs to understand these cultural differences as it interacts with each agency and ensure that each of these organizations understands its emergency service performance expectations.

Recommendations: Department Leadership

- *Since the Fire Chief is appointed annually by the Board of Directors, and he appoints his new command staff, there is a greater potential for loss of continuity which could have negative impacts on the Town. To combat this, the Town in concert with the department, should work together to develop a strong strategic plan. **Priority 3***
- *Town Council should request the fire department to provide a 3-4 year Strategic Plan to assure the fire department initiatives are in concert with those of the Town. **Priority 3***

- *The Town of Weddington should request the Chief to attend council functions as they would for any other department head. **Priority 1***
- *The Fire Chief should develop a comprehensive annual report that gives a full accounting of department accomplishments of the year, progress on initiatives developed during the strategic planning process and an unaudited financial accounting of year-end revenue to expenditures synopsis. **Priority 3***
- *The restriction of allowing the Fire Chief to only hold that position for a maximum of three years should be reconsidered. Further, the department should consider electing the Fire Chief for a minimum of a two-year term. **Priority 1***
- *The consultants noted there were remarkable cultural differences between the three departments with PVFD being more guarded. Certainly, this could be due to the current tense relationship with the Town, or in part a simple philosophical difference. Regardless, future success will require a collaborative partnership between the Town and fire department in addressing community concerns. **Priority 2***

National Standards

Like all fire departments nationwide, the PVFD has standards (some mandatory and some advisory) which impact how they provide fire and EMS. This section will address the federal and state codes and standards which apply to PVFD.

National Fire Protection Association (NFPA) Non-mandatory

The National Fire Protection Association creates and maintains private, copyrighted, standards and codes for usage and adoption by local governments. NFPA was formed in 1896 by a group of insurance firms; their mission was to reduce the worldwide burden of fire and other hazards on the quality of life by providing and advocating consensus codes, standards, research, training and education.

Today, the NFPA includes representatives from some fire departments, fire insurance companies, manufacturing associations, trade unions, trade associations and engineering associations. NFPA is responsible for 300 codes and standards that are designed to minimize the risk and effects of fire by establishing criteria for building, processing, design, service, and installation all over the world. NFPA has more than 200 technical code and standard development committees and are comprised of over 6,000 volunteer seats.

There is much disagreement as to the meaning of the word “codes and standard”. NFPA defines a Standard as:

A document, the main text of which contains only mandatory provisions using the word “shall” to indicate requirements and which is in a form generally suitable for mandatory reference by another standard or code or for adoption into law. Non-mandatory provisions shall be located in an appendix, footnote or fine print, and are not to be considered a part of the requirements of a standard.

NFPA defines a Code as:

An extensive compilation of provisions covering broad subject matter or that is suitable for adoption into law independent of other codes and standards. The decision whether to

designate a standard as a code is based on such factors as the size and scope of the document, its intended use and form of adoption and the presence of substantial enforcement and administrative provisions.

If one were to accept the NFPA definition, it would appear that all standards listed in any NFPA code, other than in the appendixes, are in fact mandatory. Such would be the case if a governing body were to adopt the code in which the standard is listed. However, governing bodies are not required to adopt the NFPA codes; although, many view the NFPA terms, codes and standards as a benchmark by which to judge against.

The understanding of the significances of NFPA codes and standards becomes more complicated in the event in which a firefighter might be seriously injured or killed in the line of duty. In these events, NFPA codes have the effect of a double-edged sword; the Fire Department/Town is not required to meet them, but the Fire Department/Town would most likely be judged against these standards by a host of investigating agencies. Therefore, it is advantageous for everyone in a decision-making position to be familiar with NFPA codes and standards. Decisions pertaining to resources and the deployment of those resources should be based on knowledge of current industry standards as outlined by NFPA.

NFPA 1710 or 1720

NFPA adopted two standards addressing fire departments' organization and development: NFPA 1710 (Organization and Development of Fire Suppression, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments), and a sister standard NFPA 1720 (Organization and Development of Fire Suppression, Emergency Medical Operations, and Special Operations to the Public by Volunteer/Paid-On-Call Fire Departments).

If a department's employees are both paid-on-call and volunteer, they are classified as a "combination fire department". NFPA's definition is: **Combination Fire Department** – a fire department having emergency service personnel comprised of less than 85% of either volunteer or paid membership.

The table below illustrates the category of employees, number of employees in each category, and the percent they represent of total employees in the PVFD:

Table 2: PVFD Employee Categories

| Employee Type | # of | % of Total |
|----------------------|-------------|-------------------|
| Paid-on=Premise | 24 | 53.33% |
| Volunteer | 21 | 46.67% |
| Total | 45 | 100% |

The PVFD clearly falls into the combination category. The question then becomes which of the two NFPA codes (1710 or 1720) should apply to the PVFD?

According to the Staffing for Adequate Fire & Emergency Response (SAFER) grant program within the Federal Emergency Management Agency (FEMA) the Authority Having Jurisdiction (AHJ) has the power to decide which standard the department should utilize. Therefore, in this case the fire department board needs to identify which of the two standards they believe applies.

Why does it matter which NFPA code would apply? Although NFPA 1720 is very comprehensive, it is not as stringent as NFPA 1710. The consultants recommend that the department **does not adopt** either code; rather they should attempt to meet as many of the NFPA standards as feasibly and fiscally possible. It is assumed the AHJ would choose NFPA 1720 inasmuch as it is less stringent and with approximately half the employees categorized as volunteers (46.67%). The consultants recommend that when referring to NFPA standards, the department leadership utilizes NFPA 1720. What the department cannot do is switch between the two standards to choose which is best at any given moment.

Occupational Safety and Health Administration (OSHA) Mandatory

Before fire mitigation can begin, the following rule must be considered: The Occupational Safety and Health Administration (OSHA) regulation 29 CFR 1910.134 paragraph (g) (4). This regulation outlines the “Procedures for Interior Structural Fire Fighting”, which dictate the number of firefighting personnel required to be assembled on the fire ground prior to any interior

firefighting efforts. This regulation requires two stand-by personnel and two fire suppression personnel on-scene prior to the commencement of interior fire suppression activities.

This rule is commonly known in the industry as the 2 In/2 Out rule. There is an exception to this rule if through an appropriate size-up there is believed to be someone trapped and there is a chance for a lifesaving rescue, such action can be taken; but this exception must be recorded in the incident report. This is a mandatory rule that applies to all career, paid-on-call and volunteer departments.

Based on the discussions we had with various stakeholders the consultants think it's important to clarify this federally mandated rule to eliminate any confusion on its application. The rule does not require that there has to be four people on-duty, on the same vehicle or for that matter that four people have to arrive together. It simply means there are "rules of engagement" which must be followed before a crew can enter an Immediately Dangerous Life Health (IDLH) environment until four people are assembled.

Although not directly related to the 2in/2out rule or OSHA there is similar confusion on the requirements to meet the 9S rating for North Carolina fire departments. The association here relates to Item E under Personnel whereby departments must assure the response of at least four members and one engine to all fires and fire alarms. Here again this requirement does not set a threshold of four-person staffing at a station, but simply that a minimum of four members and one engine respond to the events previously mentioned. The consultants will discuss this again under the staffing section.

Insurance Service Offices, Inc. (ISO) Non-mandatory

Insurance Service Office (ISO) – ISO is a leading source of information about property casualty insurance risk that provides risk information to many industries, including government. The ISO Public Protection Classification program is designed to help establish fire insurance premiums for residential and commercial properties based in part on a community's fire protection services. By itself, ISO ratings do not provide a comprehensive assessment of staffing, deployment and service delivery. Keep in mind that ISO is not an industry standard, it is only an index developed

through a standardized data pool that is used by insurers to set rates. Once a fire department's capability is determined and classified, the information is communicated to and might be used by insurers to set rates for homeowners and commercial properties in local communities.

For years the fire service has lacked any measurable metrics to evaluate the efficiency of a fire department and to that end ISO has attempted to fill that void. Many people have the belief that a Class 3 ISO fire department has to be better than a Class 4 department. What is missed in this thinking is the fact that the rating of the fire department only accounts for 50% of the overall ISO rating. The other two elements are water supply at 40% and dispatch at 10% of the final community rating; therefore, all three components impact the ISO classification and it does not reflect solely on the fire department.

PVFD ISO Classification

The PVFD was last evaluated by ISO in 2014 and the results were not available at the time this report was finalized. Prior to that, in May of 2001 the department was awarded a Class 6 rating, up from the previous 6/9 split rating. It will be interesting to see what improvements have been made since their last survey, particularly in the areas related to the fire department personnel and training. Specifically, in the credits received for Company Personnel given the current staffing allocation; and whether the training credit has improved above the 26th percentile of the maximum points available for that category.

ISO Point Scale

In review, ISO evaluates fire departments on a 100 point scale into three categories:

- 10% Receiving and Handling Fire Alarms (Dispatch)
- 50% Fire Department
- 40% Water Supply

The best rating is a Public Protection Classification (PPC) of 1 and the lowest is 10 as illustrated in the table below:

Table 3: ISO PPC Point Scale

| PPC | Points |
|-----|----------------|
| 1 | 90.00 or more |
| 2 | 80.00 to 89.99 |
| 3 | 70.00 to 79.99 |
| 4 | 60.00 to 69.99 |
| 5 | 50.00 to 59.99 |
| 6 | 40.00 to 49.99 |
| 7 | 30.00 to 39.99 |
| 8 | 20.00 to 29.99 |
| 9 | 10.00 to 19.99 |
| 10 | 0.00 to 9.99 |

PVFD ISO Classification

The table below illustrates the actual points awarded to the PVFD in their last ISO assessment:

Table 4: Actual ISO Rating Breakdown – May 2001

| ISO Category | Points Awarded | Possible Points |
|-----------------|----------------|-----------------|
| Fire Department | 16.91 | 50.00% |
| Water Supply | 29.94 | 40.00% |
| Dispatch | 09.90% | 10.00% |
| Divergence* | -8.21 | |
| Total | 48.54% | 100.00% |

* Divergence factor mathematically reduces the score based upon the relative difference between the fire department and water supply scores.

The figures below illustrate the number of departments nationally and in North Carolina holding PPC classifications of Class 6 as does the PVFD:

Figure 4: National ISO Class & Number of Departments

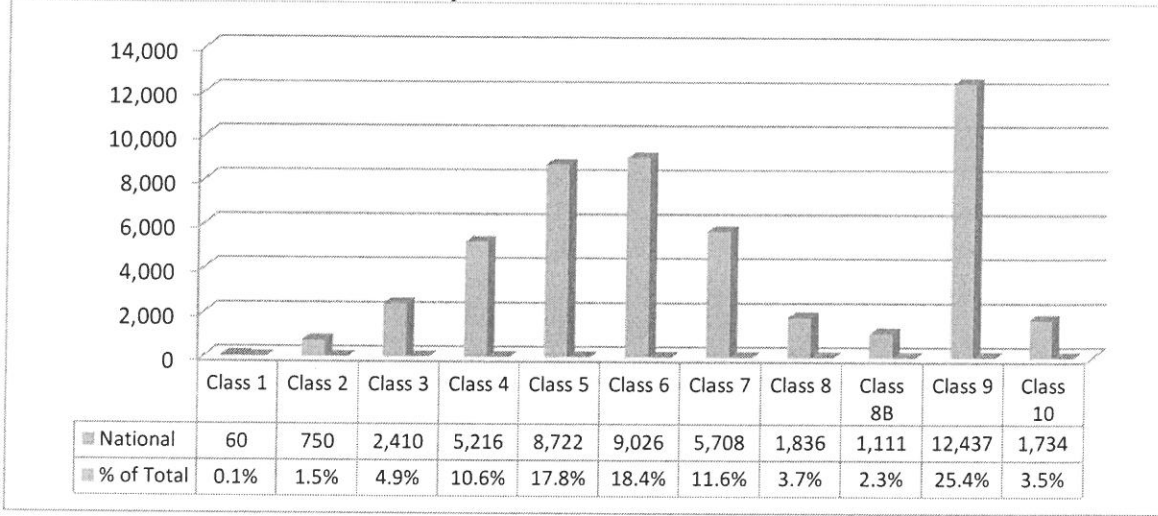
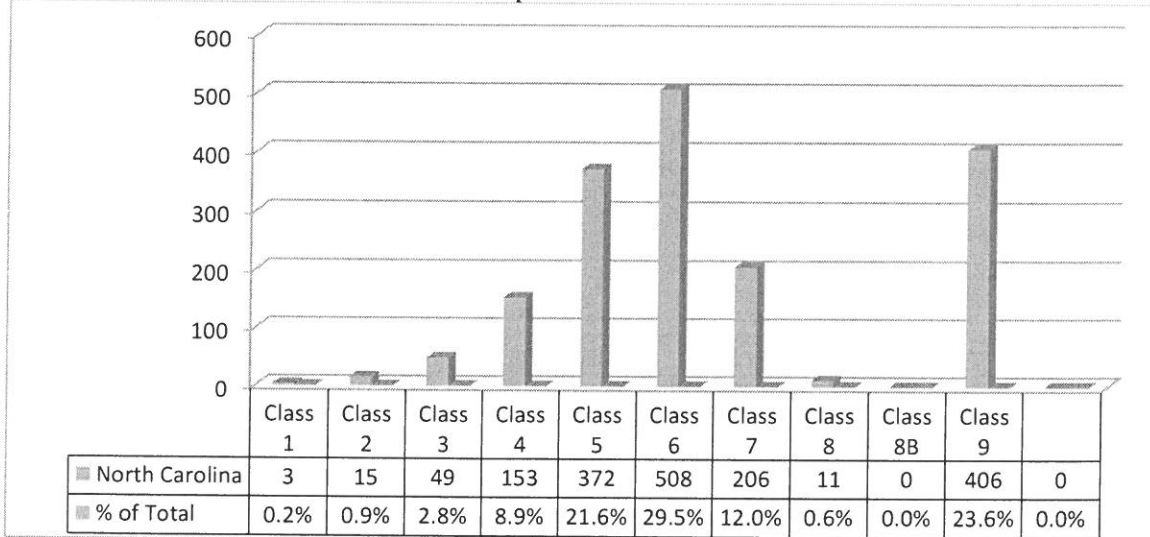


Figure 5: North Carolina ISO Class & Number of Departments



Keep in mind the value of the ISO rating continues to be questionable as a determining factor in a community's level of fire protection. The ISO survey is not a complete assessment of a community's fire protection program, defenses, or performance. The ISO does not rate the quality of the fire prevention program, built-in fire suppression systems, fire loss and property saved, or the actual competence and performance of the fire suppression personnel and operations. The ISO only rates those pieces of the fire protection program they feel are important to assign insurance rates.

Recommendations – National Standards

- *Neither the Town nor PVFD should adopt NFPA 1720. Adoption would include the adoption of all OSHA and NFPA standards by reference. The consultants recommend a plan be developed to satisfy the spirit of the standard to the extent possible. **Priority 2***
- *Town officials need to fully understand that the OSHA 1910.134 and North Carolina's 9S requirements are not staffing standards and place no duty on the Town of Weddington to staff at a predetermined level. **Priority 5***

Staffing and Deployment Model

A primary consideration in a department's ability to effectively control/extinguish fires, respond to medical emergencies, and mitigate other types of emergency calls is having adequate staffing readily available to respond to and carry out essential job functions. Ultimately, the staffing and deployment model used by a community attempts to balance the identified risks with the costs associated with providing the service. At the end of the day, it is a purely a question of how much risk the community is willing to accept and at what cost.

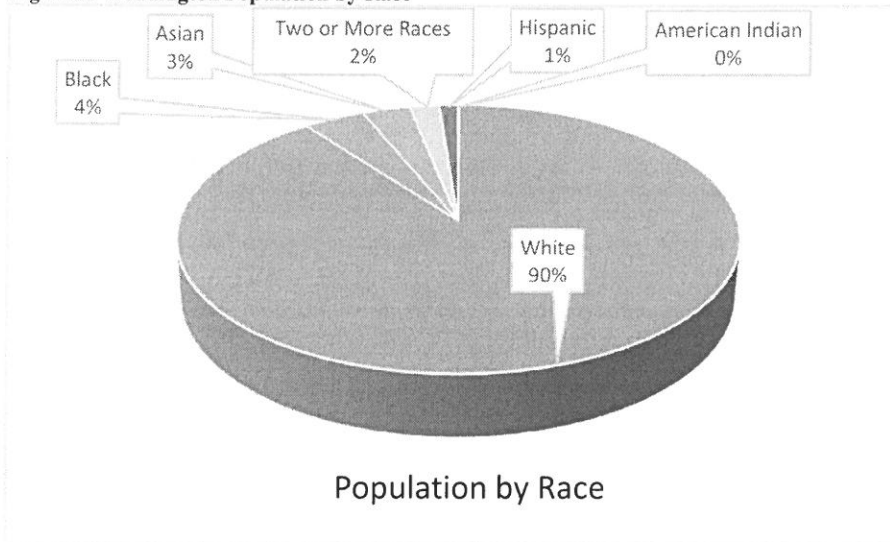
For the purpose of the study, the consultants looked to some of the Census information as a means to help understand overall community risk factors. Looking at population served first, all parties agree there will be an impact on fire protection at some point due to growth. Given the density requirements and the fact that all of the growth will be within the current boundaries, the consultants did not believe population growth would create any unusual fire risks assuming proper infrastructure development occurs with expansion.

The 2010 Census listed the population at approximately 9,577 residents. As of October, 2014 the Town is estimating the population at 9,924. So what will the landscape look like with regard to population with new or planned developments coming on-line? Again we can make some predictions using the Census data gathered on the average persons per household rate. In this instance the Town of Weddington's rate is 3.22 members per household and absent some major change in this benchmark or other demographic, changes in population increase should not pose an appreciable risk to the Town.

As we look at community risk factors, the demographics of a community can play into the overall demand on emergency services. Two such factors are the percentage of the community living below the poverty level, and the ethnicity of the population. According to the National Fire Protection Association, those living below the poverty level tend to have a higher fire risk profile. In terms of median household income and the actual population below the poverty line, there is an extremely low risk threshold for the community.

The ethnic make-up of a community can also have an impact on the fire risk profile. Cultural differences can play a part in a community's risk of an unwanted fire.

Figure 6: Weddington Population by Race



Source: United States Bureau of the Census 2010

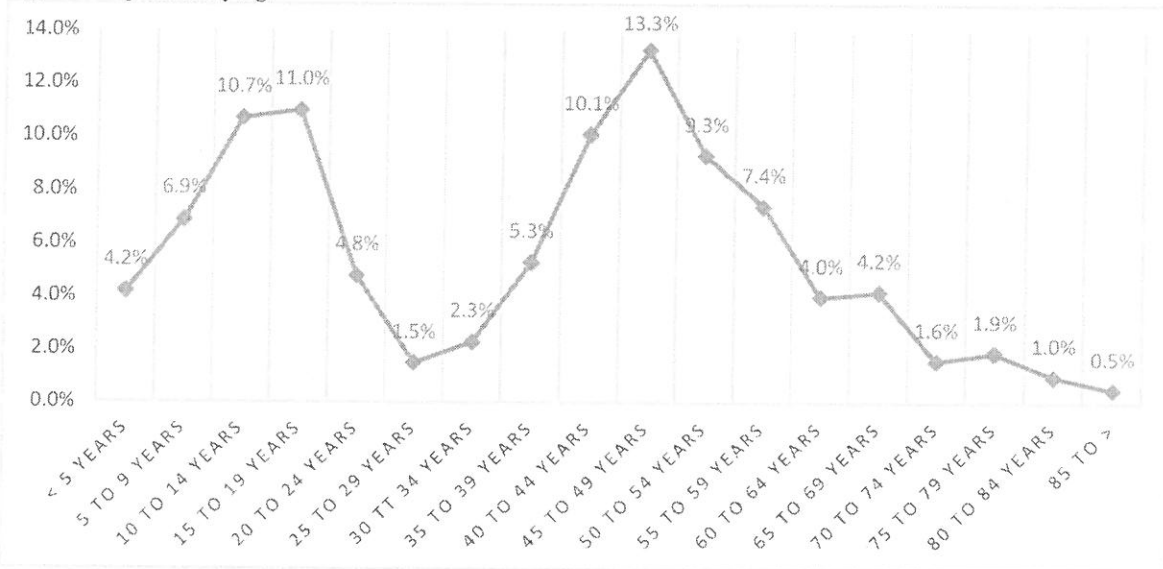
There is no compelling data which would give rise to an elevated threat or risk based on ethnicity.

In terms of this study, age is an important variable on two fronts. First, it is important in terms of impact on the community's risk as the elderly and younger populations are at a greater risk for a fire event and the elderly also tend to utilize emergency medical services at a higher rate than the general population. The second consideration hopes to speak to the emerging question of "whether there are potentially a sufficient number of residents of an age to support PVFD as Volunteers".

Fortunately, as it relates to fire risk, the Town of Weddington has a lower risk profile with only 4.4% of the 2010 population under five years of age and only 9.4% of its population over 65. Of the remaining population, 29.5% are less than 18 years of age and approximately 43% falling into the 18 to 65 age range. With 43% falling within the 18 to 65 age range one might draw the conclusion there are potentially enough candidates to support the Volunteer ranks of PVFD;

however, the consultants believe there is insufficient detail in the scope of the data available to draw that conclusion.

Figure 7: Population by Age



Source: United States Bureau of the Census

The final consideration is the housing stock and according to the 2010 census there were 3,285 housing units in the Town of Weddington. Of interest here, is that multi-unit structures account for less than one half of one percent of the total housing stock. The median value of the owner-occupied home (98.5% ownership rate) is \$387,000 compared to the median value of \$153,600 for the State. This valuation is consistent with the one-acre lot size requirement enforced by the Town to address the density desired within the community. Based on the age of most of the housing stock and the high owner occupancy rate, lack of maintenance is not a global risk factor in Weddington.

Not included in the census data but certainly important to the evaluation of risk is the age of the home, as older homes (if not properly maintained) tend to be at a higher risk from fire. Beyond the age and maintenance of the home, influences like size in terms of square footage and distance from a hydrant are significant aspects to consider when determining the overall fire risk. In the case of Weddington these last two elements present the largest challenge to service delivery.

Stakeholders should keep in mind a chief measure of performance is what the first arriving fire companies are capable of doing prior to the arrival of automatic or mutual aid. Proper staffing levels permit emergencies to be handled quickly and safely with the least number of units. Certainly there is no hard and fast rule to this as municipalities across the country use diverse delivery models and staff fire response vehicles differently, but there are opportunities to collaborate at much higher levels especially between Providence Volunteer Fire Department and Wesley Chapel Volunteer Fire.

The NFPA compares a department’s staffing methodology to both national and state data by population categories. There were 26,430 departments nationwide that responded to the survey. The table below illustrates the method of staffing in fire departments compared to the population they protect and Providence’s standing is highlighted in yellow.

Table 5: Fire Department National Staffing Methods

| Population | Career | Mostly Career | Mostly Volunteer | All Volunteer | Total |
|-----------------|--------|---------------|------------------|---------------|-------|
| 500,000-999,999 | 81.10% | 17.00% | 3.80% | 0.00% | 100% |
| 250,000-499,999 | 67.80% | 27.40% | 4.80% | 0.00% | 100% |
| 100,000-249,999 | 84.00% | 12.20% | 3.80% | 0.00% | 100% |
| 50,000-99,999 | 72.00% | 18.30% | 8.10% | 1.60% | 100% |
| 25,000-49,999 | 48.00% | 20.60% | 23.70% | 7.70% | 100% |
| 10,000-24,999 | 21.00% | 21.60% | 37.80% | 18.70% | 100% |
| 5,000-9,999 | 4.20% | 5.90% | 37.90% | 52.00% | 100% |
| 2,500-4,999 | 0.60% | 1.80% | 16.40% | 81.20% | 100% |
| Under 2,500 | 0.40% | 0.80% | 4.70% | 94.10% | 100% |

Source: NFPA 2010 Survey of the Needs of U.S. Fire Service

NFPA also provides population comparison to fire department staffing methodology for each state. In the State of North Carolina 100 fire departments responded to the NFPA survey. Using the same color identifications, there were 0.00% of departments that had “Career” with a population of less than 10,000 and only 1.60% of departments were mostly career.

Table 6: North Carolina Staffing Methods

| Population | Career | Mostly Career | Mostly Volunteer | All Volunteer | Total |
|---------------|--------|---------------|------------------|---------------|-------|
| 25,000-49,999 | 64.70% | 23.50% | 11.80% | 0.00% | 100% |
| 10,000-24,999 | 20.00% | 25.00% | 30.00% | 25.00% | 100% |
| Under 10,000 | 0.00% | 1.60% | 28.60% | 69.80% | 100% |

Source: NFPA 2011 Survey of the Needs of North Carolina Fire Service

Assessment of the two tables above suggests that the PVFD is, as a practical matter, out of step with the staffing methodology of both the National and State of North Carolina's fire staffing comparisons inasmuch as PVFD utilizes the paid-on-premise model as the primary means of service delivery. This type of staffing essentially aligns them with the mostly Career column in both tables; however, when the Town's population reaches 10,000 it would require comparison to the 10,000 to 24,999 category in each table. As a cautionary note, however, breaking the 10,000 threshold does not mean that the staffing should equate to this very wide population spread.

Staffing Methodologies

There are many different factors to consider when staffing a fire department. Some of these factors have been previously touched upon, but the entire list is: population, geographic size, number of calls, level of fire and EMS services desired, socioeconomics of the area, district risks/vulnerability, future area development, fiscal capabilities of the Town, politics, other service provider options, citizen expectations, and availability of automatic or mutual aid. From the previous NFPA tables, there are essentially four basic staffing models (with enumerable hybrids thereof) employed throughout the United States. These staffing models are career (full-time), part-time (paid-on-premise), paid-on-call, and volunteer.

PVFD incorporates two types of staffing on a daily basis: Paid-on-premise (paid) and Volunteer firefighters or firefighter/EMTs. At the time of this report there were a total of 45 members of the department with 24 paid-on-premise (paid) and 21 volunteers. There is little question that the PVFD has a long-standing presence in Union County. According to data provided to the consultants, the department was the first in Union County to have EMTs as "First Responders," the first to use automatic defibrillators, and in 2003 the first to establish daytime paid-on-premise staffing with limited evening staffing beginning in December of 2009.

PVFD, over the past decade, has evolved from a principally Volunteer Fire Department to what is currently a Combination Department (primarily paid-on-premise). The reasons for this evolutionary process from volunteer to paid-on-premise were different, depending on just who the consultants were speaking with. It was found however, according to the information found

on the PVFD Website, the original daytime staffing was undertaken to address the lower number of Volunteers available during the daytime hours. This lack of daytime availability was due to the members' full-time jobs constraints, and was believed to be the driving force behind development of this current staffing model.

The initial staffing complement grew over that time period from two firefighters during the day from 6:00 am to 6:00 pm, to three paid-on-premise from 6:00 am to 6:00 pm and one paid-on-premise and two Volunteers from 6:00 pm to 6:00 am. Today the staffing allocation is four paid-on-premise from 6:00 am to 6:00 pm and two paid-on-premise and two Volunteers from 6:00 pm to 6:00am. Suffice it to say the financial impact to the Town of Weddington continued to track upward correlating to the increase in staffing.

Here again, there were many differing opinions about why there existed such a need for the staffing levels described above. Discounting for a moment the entire municipal fire service district discussion, we need to look more closely at this evolutionary process in an attempt to understand how it came to pass. The consultants believe there are principally three factors which have driven these staffing decisions to be made – insufficient volunteers, NFPA guidelines for staffing, and the OSHA two-in/two-out standard.

First, there is no debate that the future solvency of the PVFD, given the old district boundaries, was at risk. The consultants believe that PVFD would not have survived without the subsidies paid to them by the Town of Weddington. Now with the new municipal fire district boundaries, the responsibility for funding lies predominantly with Weddington. But the underlying issue which gave rise to the staffing level remains unchanged; PVFD simply does not have enough volunteers to have a guaranteed response to fire incidents, fire alarms or EMS first responder calls without the paid-on-premise staff. Of course this lack of a guaranteed response would also negatively impact the department's 9S rating. To put this in perspective, this is not simply a PVFD problem, it is a nationwide concern as fewer and fewer people are volunteering to be firefighters.

Second, during our interviews it appeared that there is a lack of clarity on whether there is a requirement for four (on-duty) paid-on-premise firefighter staffing. This appeared to stem from the belief there is a statutory requirement for such staffing and this is simply not the case. One could advance an argument that there are not enough staffing resources available to assemble four people as required in the 9S provision, but that is distinctly different than policy makers believing there is no other choice but to staff four to meet the provision. The 9S provision simply states four personnel and one engine must respond to all fires and fire alarms in structures.

Under NFPA 1720, the number of responding firefighters and the amount of time in which they are required to respond varies with the number of people (population) per square mile to eight mile radius as illustrated in the table below:

Table 7: NFPA 1720: 4.3.2 Staffing and Response Time

| <i>Demand Zone (a)</i> | <i>Demographics</i> | <i>Minimum Staff to Respond (b)</i> | <i>Response Time (Minutes) (c)</i> | <i>Meet Objective (%)</i> |
|-------------------------------|---------------------------------|--|---|----------------------------------|
| <i>Urban</i> | <i>>1,000/mi²</i> | <i>15</i> | <i>9</i> | <i>90</i> |
| <i>Suburban</i> | <i>500-1,000/mi²</i> | <i>10</i> | <i>10</i> | <i>80</i> |
| <i>Rural</i> | <i><500/mi²</i> | <i>6</i> | <i>14</i> | <i>80</i> |
| <i>Remote</i> | <i>≥ 8 miles</i> | <i>4</i> | <i>Related to Travel Distance</i> | <i>90</i> |
| <i>Special Risk</i> | <i>AHJ*</i> | <i>AHJ*</i> | <i>AHJ*</i> | <i>90</i> |

* Determined by Authority Having Jurisdiction (AHJ)

a) A jurisdiction can have more than one demand zone

b) Minimum staffing includes members responding from the AHJ's department and automatic aid

c) Response time begins upon completion of the dispatch notification and ends at the time interval shown in the table.

For example, if the fixed population is 500 to 1,000 people within one square mile the department must respond with a minimum of ten firefighters within ten minutes 80% of the time.

Finally, similar to the second item, there is also the same level of misunderstanding with regard to OSHA 1910.134 "two-in/ two-out" provision. OSHA states that "once fire fighters begin the interior attack on an interior structural fire, the atmosphere is assumed to be "immediately dangerous to life or health" (IDLH) and paragraph 29 CFR 1910.134(g) (4) [**two-in/two-out**] applies." OSHA defines interior structural firefighting "as the physical activity of fire

suppression, rescue, or both inside of buildings or enclosed structures which are involved in a fire situation beyond the incipient stage.” It does not mandate four members be on-duty in the event of structure fire or other IDLH incidents, it simply identifies what actions can be undertaken and what can’t be done until four members are assembled.

It should be noted both Stallings and Wesley Chapel now use similar staffing models utilizing on-duty paid-on-premise, supported by a cadre of Volunteers. All three departments provide around the clock staffing and all have on-duty staffing numbers. Each of these departments utilize volunteer staffing; however, Wesley Chapel clearly has the edge on its ability to attract and retain volunteers.

Compensation

Given the similarities between the three departments the consultants took the opportunity to determine whether there were any distinctions with regard to compensation for department members. Looking at the current compensation for the three agencies, the consultants noted Stallings and Wesley Chapel had a salary range of \$11 - \$14 per/hour for their paid-on-premise personnel; whereas Providence’s salary range was \$11.50 - \$14 per/hour. At the top of the range (\$14 per/hour) is the company officer and that seemed consistent among the departments. Stallings has a set salary for paid-on-premise of \$12 per/hour for firefighters, Wesley Chapel \$11 per/hour for firefighters and \$12 per/hour for Driver-Operators and as previously mentioned \$14 per/hour for the Officer. Providence referred to their hourly pay range: \$11.50 was the average for paid-on-premise and duty officers received \$13.50 unless they had over 10 years with the department. The department did not provide the number of members that fell into each range.

Table 8: Paid-on-Premise Compensation

| Department | Minimum | Maximum | Average Pay |
|-------------------|----------------|----------------|--------------------|
| Providence | \$11.50 | \$14.00 | Unknown |
| Stallings | \$11.00 | \$14.00 | \$12.00 FF-POP |
| Wesley Chapel | \$11.00 | \$14.00 | \$11.00 FF-POP |
| | | | \$12.00 Driver-POP |

On a side note, the Fair Labor Standards Acts (FLSA) defines an employee as one where the pay is tied to productivity. All three departments pay their paid-on-premise in an hourly fashion;

thus, all would be considered employees. Each department is then responsible for ensuring that pay is above minimum wage, establishing a pay cycle for the determination of overtime, and the tracking and paying of overtime pay.

Each of the departments are supported by a cadre of Volunteers and from what consultants could glean from our interviews, all receive different levels of compensation as well as differing methodologies for said compensation. From our review, PVFD provides their Volunteers either \$30 or \$60 if they work a duty shift, but no other compensation is provided with the exception of recruitment-retention bonuses. Stallings pays a flat fee of \$6 to Volunteers who respond back on a call, and if qualified, they receive \$12 per/hour for a duty shift. Wesley Chapel compensates their Volunteers through a points system whereby Volunteers receive points based on a pre-determined standard and are paid the value of those points on a monthly basis.

Table 9: Volunteer Compensation

| Department | Pay | Reason |
|-------------------|--------------|---------------|
| Providence | \$30 or \$60 | Per Shift* |
| Stallings | \$6/call | Call Response |
| | \$12/hour | Per Shift* |
| Wesley Chapel | Points | |

* As soon as the compensation is per hour, the volunteer status is eliminated and all pay must be on an hourly basis, with assurances that it meets minimum wage and overtime; would suggest moving it to a set dollar amount per shift to retain volunteer criteria.

As the organizations grow, all three need to ensure they understand the FLSA implications of a volunteer versus a paid employee. As an employee, the organization, per FLSA, is required to establish a set work cycle, pay overtime for all hours worked in excess of those set per FLSA in the work cycle, and ensure that all pay is at or above the established minimum wage.

Further, there may be other implications when counted as an employee such as vulnerability to discrimination laws (federal and/or state), as well as the need to provide benefits. [*Note, the State of North Carolina has state discrimination laws if the public or private employer has three or more regularly employed employees.*]

Regardless of whether classified as career, paid-on-premise, or volunteer, all compensation should be paid via a payroll system, with appropriate tax deductions, and a W-2 issued at the end of the year. A 1099 is issued only for subcontracted individuals, and the regulation of work by the department would not qualify paid-on-premise or volunteers under the subcontractor definition.

Emergency Activity

This is an important element and helps frame the demand placed upon the department in terms of workload. Perhaps even more important is to clearly define the type and frequency of activity including when and where this activity is occurring. All of this data can be used as part of an annual overall comprehensive review by the Chief to determine whether there are opportunities to address service, staffing, and/or mitigate risks.

The table below illustrates fire statistical data provided by Union County:

Table 10: Number of Calls Provided by County

| 2009 | 2010 | 2011 | 2012* |
|------|------|------|-------|
| 154 | 183 | 167 | 181 |

* Estimate – primary area calls only

Table 11: Providence NFIRS - 3 Years

| Nature of Call | 2011* | 2012 | 2013 | % of Total | 3 Year Total |
|-------------------------|------------|------------|------------|-------------|--------------|
| Fires | 34 | 37 | 29 | 8.46% | 100 |
| Overpressure/Explosion | 0 | 0 | 0 | 0.00% | 0 |
| Rescue/EMS | 105 | 167 | 170 | 37.39% | 442 |
| Hazardous Conditions | 9 | 16 | 10 | 2.96% | 35 |
| Service Calls | 14 | 14 | 17 | 3.81% | 45 |
| Good Intent Calls | 76 | 93 | 87 | 21.66% | 256 |
| False Alarm/False Calls | 75 | 88 | 132 | 24.96% | 295 |
| Severe Weather | 1 | 1 | 4 | 0.51% | 6 |
| Special Incidents | 0 | 0 | 0 | 0.00% | 0 |
| No Category Listed | 0 | 0 | 3 | 0.25% | 3 |
| Total | 314 | 416 | 452 | 100% | 1,182 |

*This Table was modified (2011) to reflect totals found on Incident Listing Summary Report

Analysis

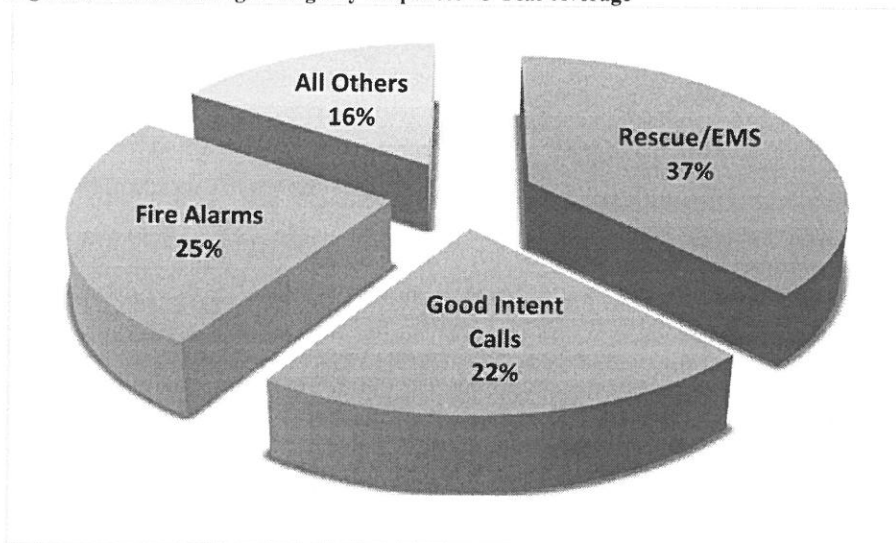
In the review of the incident data it was obvious to the consultants it would be difficult to reconcile the variances noted in the two tables above. Recognizing the information comes from two different sources there are numerous statistical anomalies which we cannot resolve. If one looks at the number from Union County for 2012, it should be noted that there is a 230% difference between what the County reports and what was reported by PVFD. The first thought

of the consultants was that the Union County numbers did not include EMS calls for service, but the math simply did not support that assumption. So the question is why is there such a variance between these two sources? Is the basic reporting methodology changed; has there been some yet unidentified demand placed on the department which can account for the change; or is this a result of the modification of the boundaries?

If one looks at the calls for service by incident type one will discover two other emerging statistically relevant changes in the response profile. The first is the large increases in demand for EMS services between 2011 and 2012 with a modest increase in 2013. A comparison of the year-to-year summary report does not provide enough detail to make an analysis of what may have precipitated such a trend. The other noteworthy tendency is in the area of false alarms. Here again there may be a possible change emerging in 2012 and 2013; however, this will require further attention to determine whether 2013 was only an aberration or a new trend.

An evaluation of calls for service illustrates three general areas driving the basic incident profile for PVFD depicted in the pie chart below:

Figure 8: PVFD Leading Emergency Responses - 3 Year Average



The three areas driving calls for service are Fire Alarms, Good Intent calls and EMS. When we looked into the Good Intent calls the consultants discovered the most significant contributing

factor in this category was “Dispatched and Cancelled in Route.” In the areas of Fire Alarms and Good Intent Calls there are certainly possible opportunities to help minimize these events from occurring. With regard to EMS, the sudden growth in activity very well could be the related to the PVFD response area changes.

Deployment

On receipt of a call for a structure fire, PVFD will normally respond with two “Class A” Engines with the on-duty crew. The crew of four is split between the two engines and off-duty Volunteers are summoned to respond via pager. During our visit the consultants were advised the normal or average call-back for a structure fire was eight firefighters. Of interest was the call-back rate for fire alarms was essentially non-existent according to statements made to consultants. This is a significant finding and if the accounting is true, helps to affirm our earlier theory that this perceived response method is the need for four-person on-duty staffing.

PVFD falls under NFPA 1720 (volunteer) which is less stringent than NFPA 1710 (career) staffing. As PVFD increases their paid-on-premise employees or consolidates with other service providers the standard to which PVFD should strive might change.

For illustration purposes the following table compares the staffing requirements for both standards. In this table, the structure would be a two-story single-family dwelling without basement and with no exposures (defined in the same section). A working fire is defined as a fire within a structure of such magnitude that an aggressive interior or exterior attack will occur with a minimum of two hose lines for suppression.

Table 12: NFPA Suppression Staffing Requirements

| 2,000 sq. ft. Residential Fire | | |
|---------------------------------------|------------------|------------------|
| NFPA Standard | NFPA 1720 | NFPA 1710 |
| Suppression Personnel Needed | 6 to 15* | 14 |
| Aerial Utilized | same | 15 |
| Compliance | 80% to 90% | 90% |

** NFPA 1720 staffing needed is based on population within one square mile.*

If one looks to NFPA for a staffing benchmark it is clear that the number of personnel needed is approximately 14 to 15 depending on the resources deployed. From the information provided to the consultants, PVFD must make use of automatic aid to obtain the needed complement. The inference should not be made that either Wesley Chapel or Stallings would be always capable of the staffing complement described above. In the interviews with members of Wesley Chapel, the average number of volunteers responding to a call was reported to be 16 and can be attributed to their access to a large volunteer base.

Looking at the issue of response from a more global view, it seems there is a real opportunity to think about service delivery in a completely different way. In looking at Providence and Wesley Chapel, they both provide 24/7 on-duty staffing, both need to share equipment (tenders), and they each have stations located within the Town of Weddington. These two departments have the opportunity to complement each other, but currently operate independently- except when they work together in times of crisis. The consultants believe there are operational efficiencies that are not being considered which would ultimately benefit the end user, both in terms of resources and also financially.

Recommendations – Staffing and Deployment Model

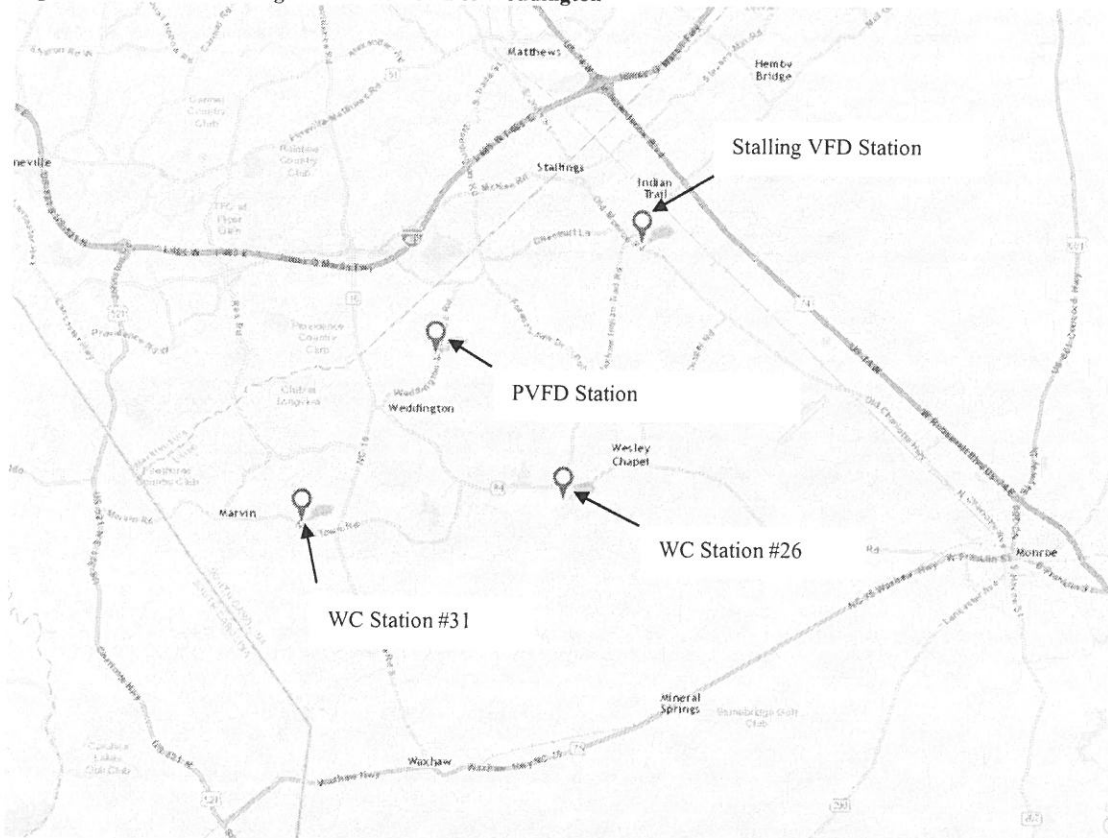
- *Continuation of the overall deployment strategy articulated to the consultants by having the closest fire company responding – regardless of department affiliation. **Priority 1***
- *Conduct further analysis of district response boundary lines to ensure they are in concert with the Town's deployment strategy. **Priority 2***
- *Research the use of GIS as a tool for the Public Safety Answering Point (PSAP) to dispatch the closest unit to the stricken party. **Priority 3***
- *Conduct a thorough review of the Providence's paid-on-premise pay rates as they relate to the other rates in the area. Ensure compliance with the Fair Labor Standards Act. **Priority 2***
- *The consultants fully support the combination staffing of the paid-on-premise and Volunteer Model; however, the staffing allocation should be revisited. If the status quo remains, efforts should be made to determine whether there are sufficient volunteers available to respond from their homes negating the need for, or reliance on, four person duty shifts. **Priority 2***

- *The fire department leadership should take a more active role in assuring the False Alarm Ordinance is enforced, thereby reducing the number of false alarms generated. The Department's and Town's Web pages should have all the relevant information relating to the Ordinance available for the public. **Priority 2***
- *A more comprehensive analysis of calls for service needs to be completed to determine why there are so many cancelled-in-route calls. Are these associated with false alarms or are there issues to be addressed at the PSAP to prevent what is now averaging 17% of PVFD's annual incident base. **Priority 2***
- *A similar review of EMS calls for service need to be made to determine whether there is a new development which is causing this increase in activity. If so, the department or Town has the opportunity to develop a service agreement (fee schedule) for the increased service demands the facility is placing on the department. **Priority 2***
- *There is a real opportunity to look at the entire fire service delivery model for the Town of Weddington. The consultants believe there are a number of practical and financial reasons to re-open dialog between PVFD and Wesley Chapel to move towards the consolidation of these two service providers. Whether in the end it is a functional or full consolidation, ultimately, it is a Win/Win situation for all parties involved, but more importantly – for the citizens they protect. **Priority 2***

Stations/Facilities

As previously noted the Town of Weddington receives fire protection services from three fire departments: Providence VFD, Stallings VFD, and two stations of Westley Chapel VFD as illustrated in the figure below:

Figure 9: Stations Providing Services to Town of Weddington



* Dotted line indicates Union and Mecklenburg Counties.

The PVFD provides service to the Town of Weddington and unincorporated areas from their fire station located at 5025 Hemby Road. The 8,306 square foot station was constructed in 1985 and was occupied the same year. In 2013 the station underwent a major remodel designed primarily to add appropriate living quarters for personnel in order to provide round-the-clock coverage. During the remodel, on-duty staff used an outlying building (1,500 square feet) on their property to temporarily house the staff which is now being used as fitness center and storage.

The apparatus floor consists of approximately 6,315 square feet and has five bays facing the street and one bay facing outward from the rear of the building. The Air Cascade System is co-located in the apparatus bay and it was noted the make-up air for the unit was not piped to the outside. The system is used to fill the department's self-contained breathing apparatus (SCBA's) used by firefighters in structural firefighting and other hazardous operations. This is an important finding as SCBAs must be free of all contaminants and therefore the consultants agree with the numerous technical papers/bulletins recommending compressor air-intakes for SCBA compressors should be drawn from outside air which should contain 20.9% oxygen. Samples of the air are taken on a quarterly basis and tested by Safe-Air to assure the quality of the breathing air for firefighters.

The apparatus bays are equipped with an emission exhaust system. This system protects fire personnel from engine emission exhaust fumes by hooking directly to fire apparatus' Plymovent system thereby collecting the majority of the potential hazardous exhaust fumes created by the apparatus. To maximize the benefits of the system, it is critical fire personnel properly use and maintain the system in accordance with manufacturer's instructions. The system, when used correctly, will help mitigate the exposure to carcinogens and meets the intent of both NFPA and OSHA standards.

The new on-duty living quarters provides accommodations (bunkroom) for up to six personnel. It also includes a dayroom, male/female locker rooms which include washroom and shower areas for a total living space of approximately 1,991 square feet.

The building is completely compliant with the Americans with Disabilities Act (ADA) and includes elevator access to the second floor. The facility (Fire Station proper) has 100% emergency power source with a generator powered by diesel. The station is fully protected with an automatic fire suppression system (sprinklers) and a fire alarm system. This is a very prudent protection provided by the District, as there are approximately 150 fires in fire stations annually in the United States (source: U.S. Fire Administration).

Other Observations

During the site visits, the consultants did take the opportunity to perform a cursory review of the other two departments who provide fire services to the Town of Weddington. Consultants toured the Wesley Chapel and Stallings Fire Department stations which normally provide service to the Town. The Wesley Chapel stations both appeared to be recently built and it is our understanding Stallings will be doing a major remodeling of their station in the near future. Stations we toured were clean and well-kept and had living space designed to accommodate their on-duty staff including shower, kitchen and sleeping facilities.

Recommendations: Stations/Facilities

- *The Air Cascade system located in the apparatus bay shall be plumbed so the air intake comes from an outside source. Care should be taken to ensure proper clearance between the air intake and existing vent discharges. **Priority 2***

Apparatus

The Fire Department's entire current apparatus inventory is titled to the Providence Volunteer Fire Department. PVFD provides fire and emergency medical first response to Weddington with three engines, one rescue, one tender and one brush unit. All current rolling stock has been paid for through funds received by Mecklenburg County.

Table 13: Providence Apparatus Inventory

| Apparatus Number | Manufacture | Year | Pump (GPM) | Tank Size (Gal) | Condition |
|------------------|-------------|------|------------|-----------------|-----------|
| Brush 326 | Ford | 2002 | 250 | 250 | Good |
| Tender 324 | Red Diamond | 2002 | 500 | 3,000 | Good |
| Rescue 32 | Hackney | 1995 | — | — | Good |
| Engine 321 | KME | 2006 | 1,250 | 750 | Good |
| Engine 322 | Spartan | 1998 | 1,250 | 1,000 | Good |
| Engine 323 | KME | 1993 | 1,500 | 1,000 | Good |

Apparatus Maintenance

The apparatus appeared to be in good running order and records provided during the last Insurance Service Office (ISO) inspection revealed the Engines receive the required annual pump test. A review of the record indicates the engines passed the annual test; however, the records provided to the consultants noted annual hose testing was not documented (since review of the draft the consultants have been informed verbally, records do exist for 2013).

The Fire Department's apparatus and related equipment are maintained by First Class Emergency Vehicles. The mechanics working on the equipment are all ASE, EVT and Spartan Chassis certified.

Apparatus Equipment

In a review of the last ISO report on file and the Apparatus and Equipment Sheets provided to the consultants, the documents indicate that the engines were slightly deficient in the "Needed" complement of required hose or equipment. The apparatus and equipment carried was clean and appeared to be in good working order. It should be noted the scope of the inspection was a visual only and did not include a functional assessment.

Sufficiency of Apparatus

PVFD has sufficient apparatus in terms of pumping capacity to fulfill the “fire flow” requirement established by ISO. Presently, 57% of the department’s coverage area has hydrants with 43% having no hydrant availability. Although the Town of Weddington continues to develop their water system, there remains a need to maintain tender capabilities within the fleet.

One of the three engines maintains its in-service status or readiness but is considered the reserve engine. This engine (E-322) is the second oldest in the fleet and is planned for replacement in 2017; with the oldest being Rescue 32. Although the consultants agree it makes sense to have a reserve engine, reserve apparatus is not without expense such as maintenance, fuel expense, and costs related to the additional equipment carried on board.

There are opportunities to reduce the overall financial exposure of maintaining a reserve engine, but the current stand-alone model does not easily facilitate this cost savings. In order to achieve cost savings, the departments would have to consider establishing a partnership, or multiple partnerships to share a reserve system. This would provide a more unified approach to fire service delivery.

Another possible consideration to explore, is whether there is a legitimate need for a medium duty rescue truck, given the availability of a heavy rescue within a short travel distance. The consultants do not question the need for rescue equipment, but the larger question here is whether the PVFD can make use of another rescue style pumper when it is time to replace their next engine. Thus, the consultants recommend a more thorough analysis of equipment to identify any duplication of equipment on both rescue trucks. There is a price tag associated with this equipment, and if low frequency technical equipment can be reduced, there is a cost savings to both departments.

Apparatus Replacement

Over the years, the NFPA has attempted to define life expectancy of apparatus with little success. However, under the 2009 edition of NFPA 1901, a new Annex D, titled Guidelines for First-Line and Reserve Fire Apparatus was added which discusses apparatus built prior to 1991.

Section D.1 discusses minimizing the risk of injuries to firefighters and improvements in safety features that have been instituted since that time (1991). The guideline further states that new safety upgrades and innovations are not generally found in units built prior to 1991; therefore, this standard recommends that apparatus built prior to 1991 be placed into reserve status. This reserve status is only recommended if compliance to NFPA 1912, *Standard for Fire Apparatus Refurbishing*, has been adhered to.

Another significant factor in equipment replacement outlined in the NFPA standard and worth re-emphasizing is the rapidly changing technology, much of which is directly related to firefighter safety. Therefore, apparatus technology becomes a factor when considering replacement. NFPA recommends apparatus older than 15 years should be considered for reserve status only if these NFPA standards have been followed: required maintenance of the vehicle has been maintained, and overall condition of the vehicle has been determined to be safe. Apparatus not manufactured to the applicable NFPA fire apparatus standard or that are over 25 years old should be replaced.

Apparatus Replacement Program

In discussions with PVFD there is no formalized apparatus or for that matter equipment replacement schedule strategy. Given that, the consultants have offered a replacement strategy for the rolling stock of PVFD. In the development of the replacement benchmarks, the consultants gave additional weight to the limited amount of actual activity the department undertakes on an annual basis, and for this reason have extended the active use of the front line apparatus. Please bear in mind the Table below illustrates the strategy based on the current delivery model and does not incorporate any economies of scale previously mentioned.

Table 14: Recommended Replacement Schedule

| Apparatus Number | Manufacture | Year | Recommended Replacement | Current Cost | Projected Cost |
|------------------|-------------|------|-------------------------|--------------|----------------|
| Brush 326 | Ford | 2002 | | | |
| Tender 324 | Red Diamond | 2002 | 2030 | \$230,000 | \$309,550 |
| Rescue 32 | Hackney | 1995 | 2020 | \$250,000 | \$276,020 |
| Engine 321 | KME | 2006 | 2035 | \$335,000 | \$497,792 |
| Engine 322 | Spartan | 1998 | 2015 | \$335,000 | \$335,000 |
| Engine 323 | KME | 1993 | 2025 | \$335,000 | \$408,363 |

* Future costs calculated using a 2% annual escalator to the projected base cost in 2015

Other Observations

During site visits, the consultants performed a cursory review of the other two departments who provide fire services to the Town of Weddington. A visual walk-through inspection was made of the apparatus housed at Wesley Chapel and Stallings Fire Departments. All of the rolling stock appeared to be in good to excellent condition and there appeared to be an adequate number of suppression units available for deployment. One of the departments also reported having a detailed apparatus replacement strategy for their entire fleet.

Recommendations – Apparatus

- *The consultants have provided an apparatus replacement schedule and in some cases have extended the life expectancy of the existing fleet to incorporate a phasing plan which is designed to level expenditure spikes. Consideration of adoption of such a plan should be undertaken. **Priority 2***
- *The Brush Truck is not on the schedule and the consultants recommend the vehicle be re-chassised at a time frame based upon need and financial opportunity. **Priority 3***
- *The consultants would support the further exploration of whether it makes business and financial sense to consider a pumper/rescue unit with the ultimate goal of phasing out the medium duty rescue. This approach would only be possible if there was space to carry routinely used extrication equipment on the pumper/rescue and an agreement for access to the heavy duty rescue from Wesley Chapel for more significant/technical rescues. **Priority 2***
- *Looking forward, it appears the Town of Weddington will hold the title of apparatus if purchased by the Town. **Priority 5***

Fiscal

The Town of Weddington is notable for being North Carolina's third wealthiest town in terms of median household income. The per capita income for the town for 2010 was \$48,209. About .5% of families and 1.5% of the population were below the poverty line, including 1.9% of those under 18 and 2.5% of those ages 65 or over.

The Town has enjoyed a strong fiscal position with a healthy fund balance which has been significantly reduced over the past 3 years due to expenses related to the purchase and renovation of the Fire Station acquired from PVFD.

In this section the consultants have attempted to detail the history leading up to the town's most recent financial challenges. Additionally, for this report the consultants have outlined the current financial position of the Town which has been used as the benchmark in the analysis of opportunities available to the Town of Weddington. Specific focus will be on the financial approaches the town might use to fund fire services.

Background

In July, 2012 the Town of Weddington underwent a significant change in the overall structure of the system to deliver fire services to its community. Prior to this occurrence the town was provided fire services by Union County via three Volunteer Fire Departments; Providence, Wesley Chapel and Stallings.

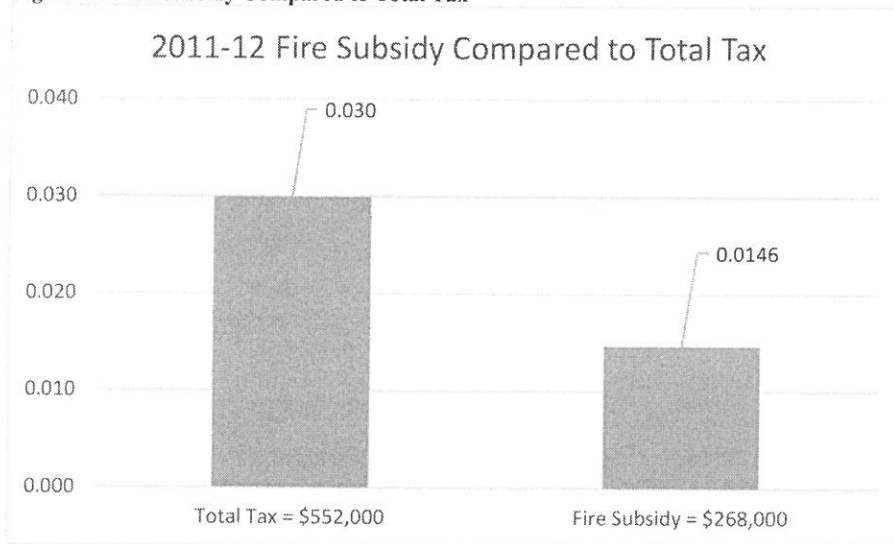
The Providence Volunteer Fire Department service area was significantly smaller than the areas covered by the other two departments, a situation that had developed over time as incorporation of property by the City of Charlotte shifted the fire service responsibilities from the volunteer department.

Funding of volunteer fire departments in Union County was accomplished either through a Fire Tax or Fire Fees collected and distributed by the County. Both Wesley Chapel and Stallings Fire Departments were funded through a Fire Tax with Providence being a Fire Fee department.

Historically, the county had also provided a subsidy from the County General Fund for fee districts and in limited circumstances, they had provided additional allocations if the budget required for the fee district exceeded projected fee revenue limits established by state law.

The PVFD Fire Fee was \$50 per single family residence through FY 10-11 after which it increased to \$100. Even with the increased fee, the shrinking service area and reducing number of properties has caused funding issues and the financial viability of the department was in question. The Town of Weddington was approached for supplemental funding in order to meet the cost of desired service levels. The Town agreed to provide PVFD with a subsidy which increased annually to as much as \$268,000 in the FY 11-12 Budget when it was increased by \$31,480 to cover an increase in 24/7 paid staffing. This new funding was provided without any increase in tax levels by the Town and represented almost half of the 2011-12 revenue produced by the Ad Valorem Tax of .030 (per \$100) or an equivalent tax rate of .0146

Figure 10: Fire Subsidy Compared to Total Tax



In 2011, an effort to consider consolidation of the PVFD and Wesley Chapel FD was undertaken as a result of the recommendations in a study of Fire Services conducted by Union County.

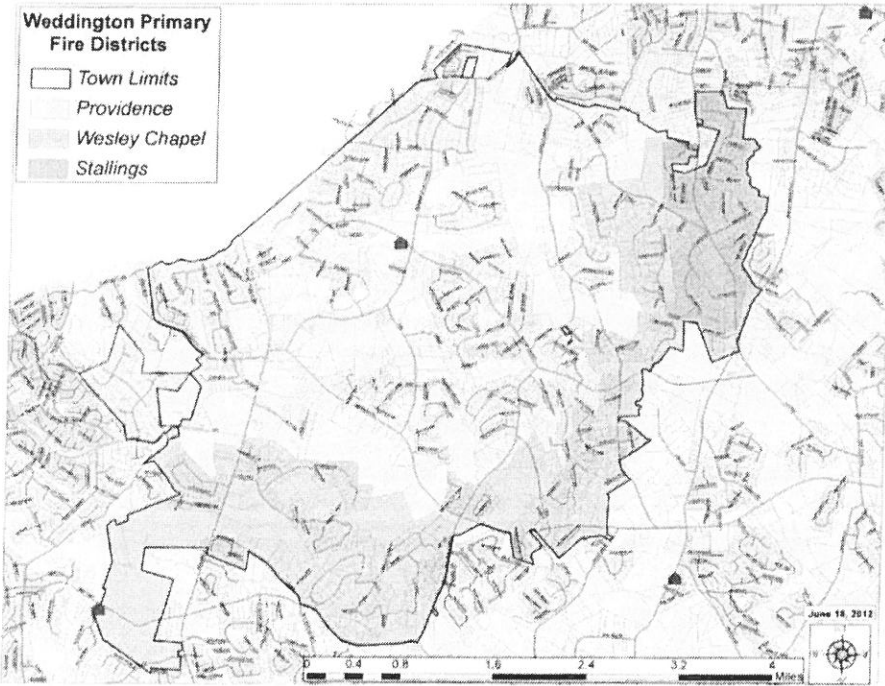
Wesley Chapel was one of the three departments already providing fire services to the Town of Weddington and had responsibility for the largest portion of the Town. Based upon information the consultants gleaned from interviews, a plan for consolidation was introduced and discussed

by both departments; but negotiations failed to result in concurrence on several points of the plan.

With the apparent inability to reach an agreement on consolidation, an effort was undertaken by individuals in the PVFD and the Town of Weddington to establish a municipal style of fire coverage. In May 2012, the Weddington Town Council passed a resolution that established a Municipal Fire District. The resolution withdrew consent for incorporated territory of the Town of Weddington to be included in the Wesley Chapel Fire Service District, the Providence Fire Fee District, and the Stallings Fire District of Union County. By doing so, the Town became responsible for overseeing and funding their fire services. Additional required actions by the town and county relating to the change to a Municipal Fire District were completed in the coming month; and effective July 1, 2012 the incorporated area of the Town of Weddington was removed from the Union County fire districts.

In order to provide funding for fire services, Weddington increased its tax rate from .030 to a total of .052 beginning with the 2012-13 Fiscal Year. The additional .022 was the equivalent of the tax rate of the Wesley Chapel FD for services to their district for the 2011-12 FY. The Town also entered into an agreement with PVFD for the Town to purchase the land and buildings (Fire Station) owned by Providence and located within Weddington; and to fund renovation and improvements agreed to by both. Having ownership of the Fire Station property the Town also entered into a Lease Agreement with PVFD for use of the Fire Station. The Town has also entered into contractual agreements with the Providence Volunteer Fire Department, Wesley Chapel Fire Department, and Stallings Fire Department, to provide fire services as illustrated on the following map. [Note, the consultants received and reviewed the following contracts: Interlocal Agreement; Lease Agreement; Fire Suppression Agreement; and Fire Suppression Contract.]

Figure 11: Weddington Primary Fire Districts



Baseline Statistical Information for Fire Services

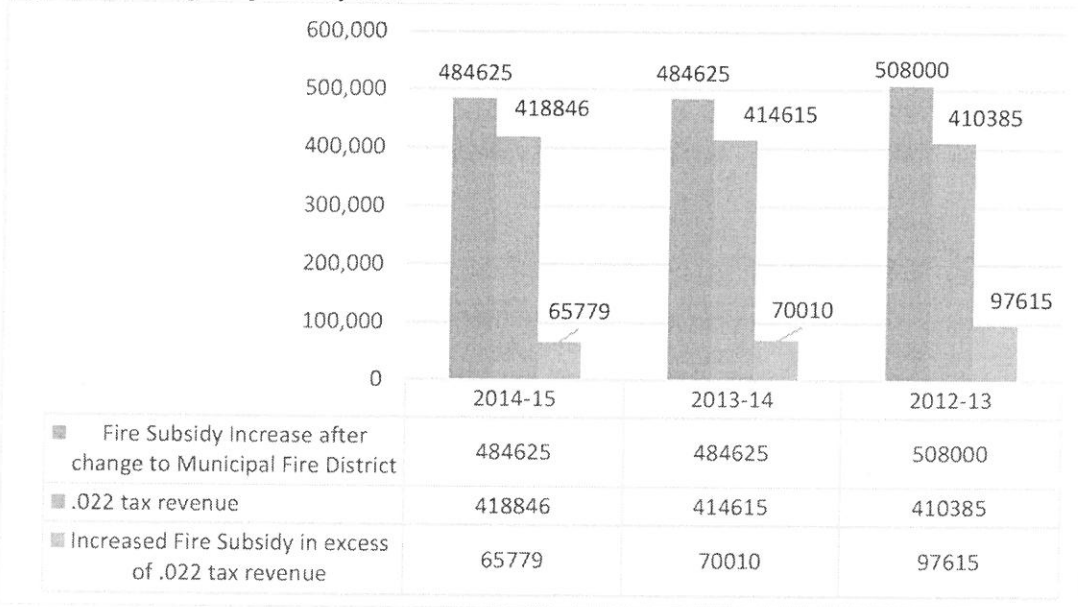
The tax rate for the Town of Weddington has not changed since the .022 increase in the 2012-13 Fiscal Year. Proportionately, the tax revenues budgeted for each fiscal year since that period representing the original .03 tax rate and the .022 rate increase are as follows:

Table 15: Four-Year Tax Revenues

| | | 2014-15 | 2013-14 | 2012-13 | 2011-12 |
|--|----------|---------|---------|---------|---------|
| Budgeted Ad valorem Tax-Current | | 990,000 | 980,000 | 970,000 | 552,000 |
| | .03 tax | 571,154 | 565,385 | 559,615 | 552,000 |
| | .022 tax | 418,846 | 414,615 | 410,385 | |

Although the .022 tax increase was implemented in response to the change to the new Municipal Fire District, this increase has not been sufficient to cover the increase in fire subsidies that has occurred since the change. Funds from other sources have been required to cover these costs.

Figure 12: Funding Comparison by Year



It can be noted that there was a decrease in excess over the .022 tax revenue from 2012-13 to 2014-15; however, this was due to an increase in property values rather than a decrease in expenses. In addition, the 2012-13 Fire Subsidy Increase amount includes a \$50,000 Building Upgrade that was included in the Fire Department Subsidies line item for that year. There was an \$80,000 building upgrade budgeted in 2013-14 that was shown as a separate line item entitled Fire Department Capital and is not included in this comparison.

As stated earlier, the original .022 increase implemented for Weddington in 2012-13 was equivalent to the Wesley Chapel fire tax rate for the 2011-12 FY. However, the actual rate for Wesley Chapel for the 2012-13 tax year was .0241. The Wesley Chapel tax rate increased again for the 2014-15 tax year to .0281. If the Weddington increase had mirrored the Wesley Chapel rates in all years following the change to the Municipal Fire District, the comparisons would have been as follows:

Table 16: Estimated Tax Rate Increase

| | 2014-15 | 2013-14 | 2012-13 |
|---|----------------|----------------|----------------|
| | .0281 tax | .0241 tax | .0241 tax |
| Revenue for Increased Rate | 534,981 | 454,192 | 449,558 |
| Budgeted Fire Subsidies | 752,625 | 752,625 | 776,000 |
| Budgeted Fire Subsidies over 2011-12 | 484,625 | 484,625 | 508,000 |
| Increased Subsidies Over (Under) new tax rate | -50,356 | 30,433 | 58,442 |

Only at the current .0281 rate for 2014-15 does the tax revenue fully support the subsidies over the 2011-12 amount paid by the Town for fire services.

The tax rate required to totally cover the fire subsidies for the 2014-15 FY (\$752,625) is approximately .0394.

Table 17: 2014-15 Tax Rate

| Calculated Tax Rate for Actual Fire Subsidies Budgeted | | |
|---|--------------------|----------------|
| Property Values | \$2,012,263,270.00 | 2014-15 |
| Budgeted Fire Subsidies | | \$752,625 |
| Projected Tax Rate for Total Fire Subsidies | | 0.03939 |
| Revenue Produced | | \$792,631 |
| Estimated Revenue with 95% Collection Rate | | \$752,999 |

Historically, Weddington uses a 95% collection rate to project Ad Valorem tax for the budget. The cost differences on an average home in Weddington (\$400,000) for the tax rates in the above scenarios are shown below.

Table 18: Cost Differences on Average Home

| | .0394 tax | .0281 tax | .0241 tax | .0220 tax |
|---|------------------|------------------|------------------|------------------|
| Cost per \$400,000 property | \$157.60 | \$112.40 | \$96.40 | \$88.00 |
| Additional Cost per Year over .022 rate | \$69.60 | \$24.40 | \$8.40 | |

Charting of tax rates for local jurisdictions show the Town of Weddington at or below the mid-point for the following comparisons

Table 19: Tax Rate for Local Jurisdictions

| Fire Tax Rates for Local Jurisdictions | | | | |
|--|-----------|-----------|-----------|-----------|
| | 2014-2015 | 2013-2014 | 2012-2013 | 2011-2012 |
| Hemby Bridge | 0.0526 | 0.0526 | 0.0526 | 0.0493 |
| Springs VFD | 0.0483 | 0.0355 | 0.0355 | 0.0315 |
| Stallings VFD | 0.0428 | 0.0428 | 0.0428 | 0.0428 |
| Weddington** | 0.0394 | 0.0399 | 0.0416 | 0.0146 |
| Waxhaw VFD | 0.0386 | 0.0386 | 0.0386 | 0.0372 |
| Wesley Chapel VFD | 0.0281 | 0.0241 | 0.0241 | 0.0220 |
| Weddington* | 0.0220 | 0.0220 | 0.0220 | |
| *tax rate increase for fire service | | | | |
| ** calculated rate for total budgeted fire subsidies | | | | |

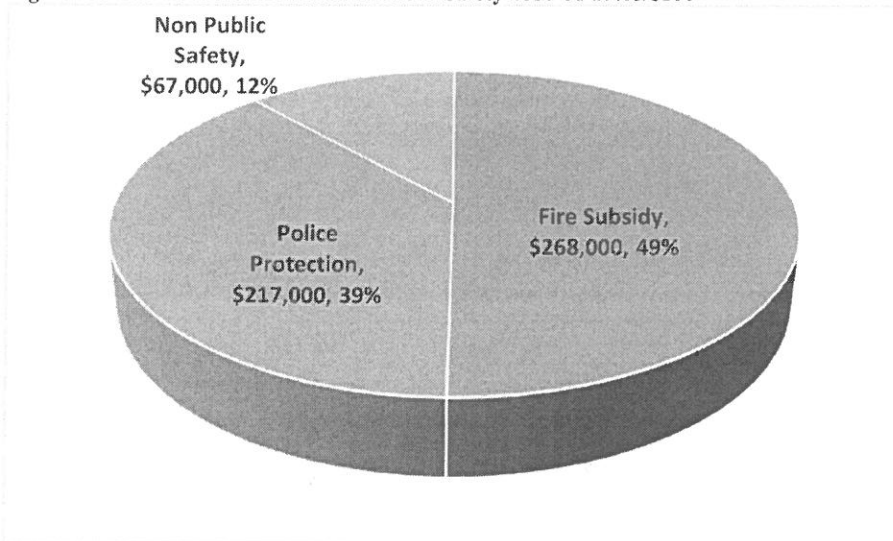
| Tax Rates for Local Towns | | | | |
|---------------------------|-----------|-----------|-----------|-----------|
| | 2014-2015 | 2013-2014 | 2012-2013 | 2011-2012 |
| Waxhaw | 0.3400 | 0.3400 | 0.3400 | 0.3400 |
| Stallings | 0.2150 | 0.2150 | 0.2150 | 0.2150 |
| Weddington | 0.0520 | 0.0520 | 0.0520 | 0.03 |
| Mineral Springs | 0.0250 | 0.0250 | 0.0250 | 0.0250 |
| Wesley Chapel | 0.0165 | 0.0165 | 0.0165 | 0.0165 |
| Hemby Bridge | 0.0000 | 0.0000 | 0.0000 | 0.0000 |

| Combined Rate - Town and Fire | | | | |
|-------------------------------|---------------|---------------|---------------|---------------|
| | 2014-2015 | 2013-2014 | 2012-2013 | 2011-2012 |
| Waxhaw VFD | 0.3786 | 0.3786 | 0.3786 | 0.3772 |
| Stallings VFD | 0.2578 | 0.2578 | 0.2578 | 0.2578 |
| Springs VFD | 0.0733 | 0.0605 | 0.0605 | 0.0565 |
| Hemby Bridge | 0.0526 | 0.0526 | 0.0526 | 0.0493 |
| Weddington | 0.0520 | 0.0520 | 0.0520 | 0.3000 |
| Wesley Chapel VFD | 0.0446 | 0.0406 | 0.0406 | 0.0385 |

Even at the calculated rate for all budgeted fire subsidies of .0394 for the 2014-15 FY, Weddington is at the midpoint for the Fire Tax Rate comparison.

Prior to the change in the fire services (2011-12), the Ad Valorem tax rate for Weddington was .030 with budgeted revenue of \$552,000. At that time the budgeted fire subsidy was \$268,000 and the Police Protection budget was \$217,000 for a total Fire and Police expense of \$485,000. Budgeted tax revenues (.030) not allocated to Public Safety was \$67,000.

Figure 13: Tax Revenues Allocated to Public Safety 2011-12 at .03/\$100

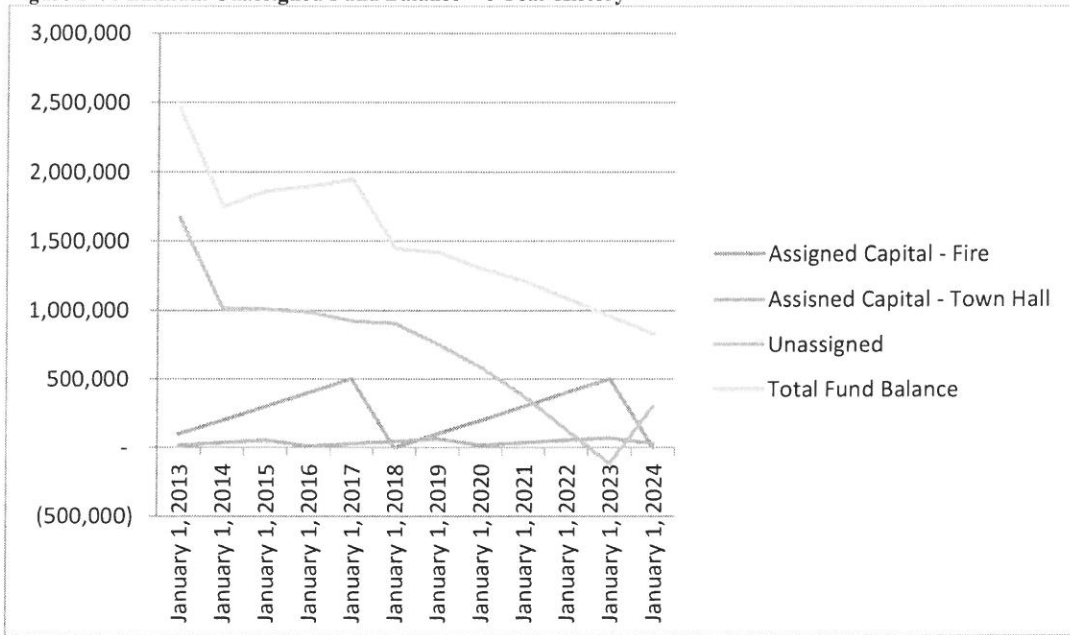


For FY 2014-15 the Ad Valorem tax rate is .052 with a budgeted Ad Valorem Tax – Current revenue of \$990,000. Fire subsidies have grown to \$752,625 and Police Protection to \$243,850 for a total Fire and Police expense of \$996,475 slightly **over** the anticipated Ad Valorem Tax – Current. In three years, the cost of all Public Safety subsidies has grown to exceed the budgeted Ad Valorem Tax (.052) revenue for the Town for the current year.

Optimum Cash Balances

The consultants were provided a 10-Year Fund Balance Projection and the Town of Weddington Fund Balance Policy (Appendix B) which establishes limits on fund balance appropriations in any given year. The Fund Balance report begins at June 30, 2013 with a healthy Fund Balance of \$2,461,586; however, the report shows that it is anticipated that Unassigned Fund Balance will fall significantly below the Minimum Unassigned Fund Balance Required by Town Policy (\$528,240 – not less than 25% of budgeted general fund expenditures) by June 30, 2021 – just 6 years from the current fiscal year.

Figure 14: Minimum Unassigned Fund Balance – 6 Year History



The majority of the reduction in the fund balance to date can be attributed to the expenses related to the purchase and renovation of the Providence Fire Station property. However, with the increase in Public Safety subsidies over the years now exceeding the budgeted Ad Valorem Tax rate of .052, this trend may continue. The town is facing the very difficult task of reducing expenditures or the need to increase revenues.

It is likely that the Town will need to find new ways to generate revenues or decide what they are willing to tax residents for services provided. There has been a very big change in the method of providing fire services as well as the level of fire services provided over the past 3-4 years which have resulted in increased expenses. Increases in taxes for these services have not kept pace and the Town finds itself in a position where fund balances will be required to meet operational expenses. However, as shown in comparison charts above, Weddington is in a very competitive position when comparing tax rates of surrounding jurisdictions.

Service Delivery Options

The consultants were asked to analyze the current service delivery system to determine whether the model was self-sustaining financially or if there was an alternate approach which might provide the same or enhanced service at a more affordable cost. Concerns were expressed about the declining fund balance and the monies committed to public safety leaving little available revenue for other needed services.

There was clearly no unanimity from the Council on how this issue should be addressed. Solutions ranged from raising taxes, decreasing expenditures or going back to the previous County based taxing formula. Fundamentally, from a financial perspective there are a finite number of ways to achieve the balance the Council envisions and it will ultimately come down to a business decision about the balance between cost and services.

What follows is the financial analysis of several opportunities the Town may have prospectively to address this matter.

Option 1 – Status Quo

Service Agreements with Providence Volunteer Fire Department, Wesley Chapel Fire Department and Stallings Fire Department.

Since the change to a Municipal Fire District on July 1, 2012, the Town of Weddington has made substantial financial commitments to purchase and fund renovations and improvements to the Providence Volunteer Fire Department Fire Station. In addition, the Town has entered into fire service agreements with three fire departments to provide standardized levels of fire service coverage for their entire community. This arrangement is in place and residents are receiving the fire services expected under these agreements.

As previously noted, the statistics and calculations demonstrate that the .022 tax rate increase implemented by the Town in conjunction with this change was not sufficient to fully cover the resulting increase in the budgeted subsidies. This rate has not been adjusted since its

implementation in 2012-13 FY. Looking at the 2014-15 budget information, the increased subsidies paid after the creation of a municipal fire district are as follows:

| | |
|---|---------------|
| • Providence increased subsidy over 2011-12 | \$311,825* |
| • Wesley Chapel service agreement | 135,985 |
| • Stallings service agreement | <u>36,815</u> |
| Total increase in Fire Subsidies | \$484,625 |

*Prior to the change, the Town was already paying \$268,000 in subsidies to Providence from General Revenues which were funded from the existing tax rate of .030. This amount is not included in the above numbers. For the following comparisons the consultants will be including this amount in the fire service cost numbers. Therefore, the total fire subsidies paid by the Town of Weddington for all fire service agreements are actually:

| | |
|--|---------------|
| • Providence Service Agreement with audit fees | \$579,825 |
| • Wesley Chapel Service Agreement | 135,985 |
| • Stallings Service Agreement | <u>36,815</u> |
| Total Fire Subsidies FY 2014-15 | \$752,625 |

The tax rate to produce revenues to fully cover this amount is approximately .0394 as shown in previous charts.

However, an additional and important consideration to keep in mind in this Option is the existing Fire Service Agreements with both Wesley Chapel and Stallings Fire Departments are at a calculated tax rate below what they are currently charging the residents of their districts. The consultants feel it is not logical to assume that these Departments will not attempt to address that issue with future renewals. These are one year contracts that the Town may find they are unable to renew without considering an increase in rate. If these Departments seek to increase the revenue received from their Fire Service Agreements to an equivalent of what their district residents are paying, these agreements could increase to as much as the following:

| | | |
|---------------------------|---------------|----------------------|
| Wesley Chapel FD at .0281 | \$ 164,971 | |
| Stallings FD at .0428 | <u>44,886</u> | |
| | \$209,857 | increase of \$37,057 |

This increase in these Fire Service Agreements would result in total Fire Subsidies of \$789,682 increasing the calculated tax rate to fully cover these fire service agreements to .0414.

Previously illustrated in this section, along with the Police Subsidies of \$243,850, the total for current Public Safety Subsidies has grown to exceed the budgeted Ad Valorem Revenue – Current of \$990,000 which is based upon the .052 tax rate currently in place. Including the potential increase in the Wesley Chapel and Stallings Fire Agreements as shown above would result in the following for Public Safety Subsidies in future years if all other related expenses were held flat.

| | |
|-------------------------------|----------------|
| Fire Subsidies | \$789,682 |
| Police Subsidies | <u>243,850</u> |
| Total Public Safety Subsidies | \$1,033,532 |

The calculated tax rate that would be required to provide revenues for this scenario would be .0541 with no revenues being produced to cover other expenses.

Prior to the change to a Municipal Fire District, the .03 tax rate funded both Fire and Police subsidies with an additional \$67,000 remaining for other operations. Increases in the Fire and Police subsidies since that time have totally eaten away that \$67,000. Absent the increase in Permits and Subdivision fee revenues the Town has experienced from development in the past few years, the cost of other operations would have resulted in a deficit budget. Increasing the tax rate to reinstate that \$67,000 buffer for other expenses would increase the required tax rate to .0578.

The Town has the option of trying to reduce the fire budget to fall within the generated revenue, continue covering overages with other revenues/fund balance or increasing the tax rate to better

represent the increases in subsidies resulting from the change. The likelihood of holding expenditures flat, let alone reducing them over multiple years without a reduction in fire and police services, is unrealistic. In reality, the Town is facing a need to increase their tax rate or continue to see a decrease in fund balance to maintain the status quo.

The only question is how much of an increase is acceptable or appropriate. Do you seek to increase only to an amount to avoid deficit spending and deal with the decrease in fund balance (already projected to be critical in 2021) at a later date; or do you increase the rate to a level that provides the additional revenue for other purposes that existed prior to the fire service change or somewhere in between?

Tax rate increases are never easy but they are not always financially devastating to the resident when put in perspective. The following chart shows what the increases considered in this scenario would mean to the average homeowner with a home value of \$400,000.

Table 20: Tax Increase Scenario to \$400,000 Property Owner

| Tax Increase | Current | | | |
|--|-----------------|------------------|------------------|------------------|
| Tax Rate | .052 tax | .0524 tax | .0541 tax | .0578 tax |
| Cost per \$400,000 Property | \$208.00 | \$209.60 | \$216.40 | \$231.20 |
| Additional Cost per Year over Current .052 | | \$1.60 | \$8.40 | \$23.20 |

Should the Town of Weddington decide to select the highest rate of .0578, the owner of a \$400,000 home would pay an additional \$23.20 more in taxes each year than previously paid at the .052 rate; or for all practical purposes, an extra \$2.00 per month.

When considering an increase in tax rate for public safety purposes another significant issue to look at would be the \$100,000 annual commitment that Weddington has been making for fire capital equipment. This funding has to this point been from the Fund Balance with no new revenue being budgeted for this purpose. With the already declining Fund Balance it may be prudent to increase the tax rate to cover this expense as well. This would require a tax rate of approximately .0497 beyond the rate calculated in the above scenarios.

In this circumstance, the original increase in rate was lower than required to produce funds to cover the resulting increase in fees. Correcting that situation and taxing at a rate that would bring the Town of Weddington back to balanced revenues and expenditures for operations would involve an increase from the .052 tax rate of the past couple years to a rate of as high as .0578. This rate would provide for a potential increase in the fire service agreements with Wesley Chapel and Stallings, cover current expenses for Providence and Police protection, and generate a balance for other operating expenses equal to what existed prior to the change to the Municipal Fire Structure.

For the purpose of analyzing the above hypothetical situation, the calculated rates were derived from known costs from the 2014-15 budget. Policy makers must keep in mind these figures simply represent a snapshot in time. Ultimately the council, when calculating the final desired rate, must keep in mind increases in Police Subsidies and reductions in revenues that may occur in the coming year.

Option 2 – Single Source Provider

The Town of Weddington would establish a service agreement with one agency for their entire Municipal Fire District

One of the specific scenarios the consultants were requested to evaluate was whether there was an opportunity to return to the pre-municipal fire district service model. The consultants felt this was possible, but it would require very careful coordination and the process itself would most likely be volatile. At any point in the process should a breakdown occur, the Town would be at risk of not having a fully functioning operation.

Prior to cancelling the existing service agreement, the Town would have to have a firm, long-term negotiated agreement with a reliable alternate source (most likely Wesley Chapel) that will assure a tax rate that will produce a lower cost than that of the Status Quo. Built into the costs related to this option would be a significant financial penalty of \$750,000 for breaking the existing Fire Suppression Agreement with Providence. Paying this amount from Fund Balance would accelerate the reduction of that fund to below the Minimum Unassigned Fund Balance

Required by Town Policy. If the Town chose to take a loan for this amount, amortized over future years, those payments would have to be included into the costs of this scenario and calculated tax rates for this loan could run as high as .005 (10 year) to .01 (5 year) depending on finance rate.

The Providence Fire Station is now owned by the Town of Weddington, but there is a 10 year lease with Providence. It appears, according to Section 21 of the Lease Agreement – “Events of Default and Remedies”, that termination of the Fire Safety Agreement (FSA) shall also terminate the lease. If this is correct, the Station would be available for use by the newly contracted department; however, the majority of the equipment in that station is owned by PVFD.

It is questionable whether the new department would have sufficient equipment available for relocation to this station for fire services and as a result the cost for fire equipment becomes an unknown part of the cost equation. The Town has been setting aside funds for Fire Capital purchases; however, that funding will only total \$300,000 at the end of the 2014-15 FY and would not be sufficient to purchase all needed equipment for operations.

Of additional concern is that breaking the FSA with Providence would effectively result in their demise because of a lack of service area; an undesirable situation which was likely of such concern during past consolidation negotiations that it spurred the effort to create the Municipal Fire District of today. Likewise, it would be impossible to accomplish the steps involved in moving to this Option without it becoming public knowledge. The negative impact on the working relationship with Providence while trying to move away from their services would be significant should the attempt to move in this direction fail.

It is unlikely that the Wesley Chapel FD would accept a service agreement with a value less than that being paid by tax paying residents of their jurisdiction. As a result it should be assumed that the Town of Weddington would pay a rate of .0281 of property values for fire services. The Town would need to continue to tax for Police Protection (\$243,850) and potentially the equivalent of \$67,000 for other operational expenses that it had available before the change to the Municipal Fire District resulting in a calculated tax rate of .0163. Adding the costs of a

potential loan for the \$750,000 penalty for cancelling the Providence FSA with a calculated tax rate of between .005 and .01 would result in the need for a total tax rate of somewhere between .0494 to .0544.

Table 21: Tax Rate Implications with Loan

| Category | 10 Year Loan | 5 Year Loan |
|------------------|--------------|-------------|
| Fire Protection | 0.0281 | 0.0281 |
| Police and Other | 0.0163 | 0.0163 |
| Loan Payments | 0.005 | 0.01 |
| | 0.0494 | 0.0544 |

Compared to the rate calculated in Option 1 (.0578) this Option appears to provide a cost reduction; however, these calculations do not include costs of any equipment/apparatus purchases that might be required, or the legal fees associated with this approach which collectively presents a potentially significant cost.

Although attainable, the consultants do not believe there is merit in pursuing this path unless the final option is unsuccessful. At that point a decision would have to be made to maintain the status quo or embark on this path which is filled with many uncertainties.

Option 3 – Consolidate with Wesley Chapel Fire Department

The Town of Weddington would seek to accomplish a consolidation of the Providence Volunteer and Wesley Chapel Fire Departments.

The consultants strongly believe revisiting the idea of consolidation of the PVFD and Wesley Chapel FD is warranted and in the best financial interests of all concerned. The move to a Municipal Fire Department created a very unusual situation for a town the size of Weddington. They now find themselves in the business of providing fire services at a level equal to much larger jurisdictions, and at costs which are proving to be higher than originally projected. Additionally, the Town has taken on the responsibility of determining and overseeing the appropriate structure for providing those services.

When discussing the previous consolidation attempt with various stakeholders, a number of areas were identified as sticking points to one side or the other. These, however, do not appear to be significant enough to warrant the negotiations totally falling apart. Many of the most challenging issues related to staffing are now moot as all departments provide a level of 24/7 coverage. It appears to the consultants that negotiations ended due to a commitment to preserve PVFD and honor its history. Thus, rather than examining other options, an alternative was developed and as such, that alternative is now posing financial challenges for the Town of Weddington.

A consolidation of the two departments would get the Town of Weddington out of the fire business and move those services back into the hands of the professionals who are responsible for providing the service. Proceeding with a merger into Wesley Chapel Fire Department, increasing their district to include the entire area of Weddington, would return the responsibility for fire services to Union County where it rested prior to 2012. It would also result in the Town of Weddington being taxed for fire services at the same rate as the residents of Wesley Chapel fire district, which appeared to be the goal when establishing the Municipal Fire Department in 2012.

This attempt at a consolidation would actually have a somewhat different cause behind it than before. Previously it was two fire districts (one very large and one reducing in size with a questionable ability to survive) attempting to agree on a consolidation and possibly viewed as a takeover or absorption rather than a consolidation with mutual benefits for all. If consolidation is attempted at this time, it would be the Town encouraging the consolidation to facilitate the best outcome for its residents. The Town could work to preserve the history of the department that has served its community for over 50 years while accomplishing a merger of services that would benefit all through economies of scale.

It would be important for the Town of Weddington to take the lead and participate fully in the negotiation of a consolidation to assure the needs of its community are met and to address and minimize the impact of existing agreements that would be affected. As an interested third party,

they may successfully negotiate through the previous issues by removing the politics associated with each department protecting their individual interests.

The consolidated district would include the three main stations involved in the current fire services arrangement. The area served by Stallings may continue to create some issues for desired coverage levels, but at a relatively affordable cost until a new east-west access road is constructed to service that area from the existing Weddington Stations.

Although the Town of Weddington now owns the Providence Fire Station and property it may be prudent to consider contributing this facility to the consolidation. With the consolidation now including a fire station, and PVFD contributing its owned equipment and apparatus, there would be more equality in what each party is bringing to the table for consolidation.

Based on information gleaned by consultants, it would appear necessary to make an effort to preserve the history of the PVFD. This could be accomplished with an appropriate organizational structure, and creative naming of stations.

The merger of governing boards would continue to be a challenge; however, it may provide an opportunity to address the need to create an organizational structure that assures consistent professional leadership, while allowing the governing boards to set policy rather than oversee operations.

Based upon the data covered in this report, it is clear that new justifications for consolidation now exist after trying the current arrangements and experiencing a higher than anticipated cost. With the Town of Weddington being primarily the sole source of revenue for PVFD, they are in a position to provide the leadership necessary to ensure open and honest negotiations leading to a win/win solution for all parties.

If a consolidation is successful, the cost of the fire services would be based upon the tax rate of the resulting Fire District, currently .0281. The town of Weddington would continue to tax for the Police Subsidies and any additional general revenue needs determined to be appropriate.

Using the example of the \$67,000 produced for other operation purposes prior to the change to the Municipal Fire District the revenue to be produced would be as follows:

| | |
|------------------|---------------|
| Police Subsidies | \$243,850 |
| Other Operations | <u>67,000</u> |
| | \$310,850 |

To produce this revenue would require a calculated tax rate of approximately .0163. When added to the estimated fire tax rate of .0281, for comparison purposes, residents would be paying a total rate as shown below:

| | |
|---------------------------|--------------|
| Fire Service District | .0281 |
| Weddington Ad valorem Tax | <u>.0163</u> |
| Combined rate | .0444 |

This option is *clearly* the most cost effective plan providing the lowest tax rate to residents of Weddington and should be strongly considered for the betterment of the community.

Recommendations – Fiscal

- *The Council should initiate preliminary discussions with PVFD and Wesley Chapel FD to reintroduce a consolidation effort between the two parties to include the possible renaming of the new district which would include the Wesley Chapel Fire District area and the Town of Weddington. **Priority 1***
- *Until a final determination can be made on the ultimate structure to be used for providing fire services to the Town of Weddington, it is recommended that a tax increase be implemented that would, at a minimum, cover the actual costs related to the increases in Public Safety subsidies incurred since the 2011-12 budget. **Priority 2***
- *While continuing to operate under the Municipal Fire Department structure for fire services, PVFD should be required to fully participate in all budget processes of the Town. Clear budgetary guidelines and parameters should be set by the Council at the beginning of the process in March of each year and each Department Head should be accountable for preparing a budget within the guidelines established by the Town Council. **Priority 1***

- *The Town needs to look for alternative revenue sources that may be available to them to increase revenues without further tax increases or to offset capital funding needs. These might include*
 - *Grant funding that may be available for fire apparatus*
 - *Enforcement of the false alarm fee ordinance.*
 - *Fees for fire services provided to non-residents such as responses to accidents, auto extrication, car fires, etc. **Priority 1***

- *The consultants caution the council about relying on revenue streams that fluctuate such as subdivision and permit fees to cover general operating expenses. **Priority 1***

Summary of Recommendations

| Priority | Objective | Recommendation |
|----------|-----------------------|---|
| 1 | Leadership | <i>The Town of Weddington should request the Chief to attend council functions as they would for any other department head.</i> |
| 1 | Leadership | <i>The restriction of allowing the Fire Chief to only hold that position for a maximum of three years should be reconsidered. Further, the department should consider electing the Fire Chief for a minimum of a two-year term.</i> |
| 1 | Staffing & Deployment | <i>Continuation of the overall deployment strategy articulated to the consultants by having the closest fire company responding – regardless of department affiliation.</i> |
| 1 | Fiscal | <i>The Council should initiate preliminary discussions with PVFD and Wesley Chapel FD to reintroduce a consolidation effort between the two parties to include the possible renaming of the new district which would include the Wesley Chapel Fire District area and the Town of Weddington.</i> |
| 1 | Fiscal | <i>While continuing to operate under the Municipal Fire Department structure for fire services, PVFD should be required to fully participate in all budget processes of the Town. Clear budgetary guidelines and parameters should be set by the Council at the beginning of the process in March of each year and each Department Head should be accountable for preparing a budget within the guidelines established by the Town Council.</i> |
| 1 | Fiscal | <i>The Town needs to look for alternative revenue sources that may be available to them to increase revenues without further tax increases or to offset capital funding needs. These might include: Grant funding that may be available for fire apparatus; Enforcement of the false alarm fee ordinance; Fees for fire service provided to non-residents such as responses to accidents, auto extrication, car fires, etc.</i> |
| 1 | Fiscal | <i>The consultants caution the council about relying on revenue streams that fluctuate such as subdivision and permit fees to cover general operating expenses.</i> |
| 2 | Overview | <i>As a component part of their “Standard of Coverage”, PVFD has delineated a target “Turnout Time” of two minutes or less. Given their on-duty staffing, consideration should be given to align the times with those found in NFPA 1710; sixty seconds on EMS calls and eighty seconds on Fire incidents.</i> |

| Priority | Objective | Recommendation |
|----------|-----------------------|--|
| 2 | Leadership | <i>The consultants noted there were remarkable cultural differences between the three departments with PVFD being more guarded. Certainly, this could be due to the current tense relationship with the Town, or in part a simple philosophical difference. Regardless, future success will require a collaborative partnership between the Town and fire department in addressing community concerns.</i> |
| 2 | National Standards | <i>Neither the Town nor PVFD should adopt NFPA 1720. Adoption would include the adoption of all OSHA and NFPA standards by reference. The consultants recommend a plan be developed to satisfy the spirit of the standard to the extent possible</i> |
| 2 | Staffing & Deployment | <i>Conduct further analysis of district response boundary lines to ensure they are in concert with the Town's deployment strategy.</i> |
| 2 | Staffing & Deployment | <i>Conduct a thorough review of the Providence's paid-on-premise pay rates as they relate to the other rates in the area. Ensure compliance with the Fair Labor Standards Act.</i> |
| 2 | Staffing & Deployment | <i>The consultants fully support the combination staffing of the paid-on-premise and Volunteer Model; however, the staffing allocation should be revisited. If the status quo remains, efforts should be made to determine whether there are sufficient volunteers available to respond from their homes negating the need for, or reliance on, four person duty shifts.</i> |
| 2 | Staffing & Deployment | <i>The fire department leadership should take a more active role in assuring the False Alarm Ordinance is enforced, thereby reducing the number of false alarms generated. The Department's and Town's Web pages should have all the relevant information relating to the Ordinance available for the public.</i> |
| 2 | Staffing & Deployment | <i>A more comprehensive analysis of calls for service needs to be completed to determine why there are so many cancelled-in-route calls. Are these associated with false alarms or are there issues to be addressed at the PSAP to prevent what is now averaging 17% of PVFD's annual incident base.</i> |

| Priority | Objective | Recommendation |
|----------|-----------------------|--|
| 2 | Staffing & Deployment | <i>A similar review of EMS calls for service need to be made to determine whether there is a new development which is causing this increase in activity. If so, the department or Town has the opportunity to develop a service agreement (fee schedule) for the increased service demands the facility is placing on the department.</i> |
| 2 | Staffing & Deployment | <i>There is a real opportunity to look at the entire fire service delivery model for the Town of Weddington. The consultants believe there are a number of practical and financial reasons to re-open dialog between PVFD and Wesley Chapel to move towards the consolidation of these two service providers. Whether in the end it is a functional or full consolidation, ultimately, it is a Win/Win situation for all parties involved, but more importantly – for the citizens they protect.</i> |
| 2 | Stations/Facilities | <i>The Air Cascade system located in the apparatus bay shall be plumbed so the air intake comes from an outside source. Care should be taken to ensure proper clearance between the air intake and existing vent discharges.</i> |
| 2 | Apparatus | <i>The consultants have provided an apparatus replacement schedule and in some cases have extended the life expectancy of the existing fleet to incorporate a phasing plan which is designed to level expenditure spikes. Consideration of adoption of such a plan should be undertaken.</i> |
| 2 | Apparatus | <i>The consultants would support the further exploration of whether it makes business and financial sense to consider a pumper/rescue unit with the ultimate goal of phasing out the medium duty rescue. This approach would only be possible if there was space to carry routinely used extrication equipment on the pumper/rescue and an agreement for access to the heavy duty rescue from Wesley Chapel for more significant/technical rescues.</i> |
| 2 | Fiscal | <i>Until a final determination can be made on the ultimate structure to be used for providing fire services to the Town of Weddington, it is recommended that a tax increase be implemented that would, at a minimum, cover the actual costs related to the increases in Public Safety subsidies incurred since the 2011-12 budget.</i> |
| 3 | Leadership | <i>Since the Fire Chief is appointed annually by the Board of Directors, and he appoints his new command staff, there is a greater potential for loss of continuity which could have negative impacts on the Town. To combat this, the Town in concert with the department, should work together to develop a strong strategic plan.</i> |

| Priority | Objective | Recommendation |
|-----------------|-----------------------|--|
| 3 | Leadership | <i>Town Council should request the fire department to provide a 3-4 year Strategic Plan to assure the fire department initiatives are in concert with those of the Town.</i> |
| 3 | Leadership | <i>The Fire Chief should develop a comprehensive annual report that gives a full accounting of department accomplishments of the year, progress on initiatives developed during the strategic planning process and an unaudited financial accounting of year-end revenue to expenditures synopsis.</i> |
| 3 | Staffing & Deployment | <i>Research the use of GIS as a tool for the Public Safety Answering Point (PSAP) to dispatch the closest unit to the stricken party.</i> |
| 3 | Apparatus | <i>The Brush Truck is not on the schedule and the consultants recommend the vehicle be re-chassisied at a time frame based upon need and financial opportunity.</i> |
| 5 | National Standards | <i>Town officials need to fully understand that the OSHA 1910.134 and North Carolina's 9S requirements are not staffing standards and place no duty on the Town of Weddington to staff at a predetermined level.</i> |
| 5 | Apparatus | <i>Looking forward, it appears the Town of Weddington will hold the title of apparatus if purchased by the Town.</i> |

Appendix A – Data Request

Data Requested – McGrath Consulting Group, Inc.

-Fire/EMS Component

Show each year data separately i.e. 2011, 2012, and 2013 – do not group them

We request data in an electronic format on a flash drive or disk

- **General Information**
 - Overview of the department
 - History
 - Overview of the area protected
 - District
 - Population – Residents of Protection Area
 - Department’s Strategic Plan
- **Response District –**
 - Map Of the District
 - Total Square Miles Protected
 - Square Miles Of Hydrant Area
 - Square Miles Of Non-Hydrant Area
- **Personnel Management/Human Resources**
 - Current Roster Of Members
 - Personnel (information needed for all employees)
 - Organizational Chart
 - # of Career
 - # of Paid On Call
 - # of Paid On Premise
 - # of Volunteers
 - # of Other Employees (Include civilian)
 - ~~Current PayRate~~
 - ~~Paid Crew~~
 - ~~Volunteer~~
 - Department’s By-Laws
 - Promotional Process – including forms utilized
 - History Of Turnover (All Employees Last 3 Years – Include Reason and/or Exit Interview Data)
 - Recruiting/Retention Programs
 - Hiring Process (all forms)
 - Application
 - Hiring packet

- Reference questions
- Interview questions
- Etc.
- Grievances/Discipline Issues
- Last year's overtime by employee – include rank
- SOG/SOP Manual – prefer electronic copy – (sure to include HR policy section)
- New employee Orientation Process – (packet and/or forms)

- **The Department**
 - Department SOG's
 - Department Rules & Regulations
 - Annual Reports – Last 3 Years
 - Current ISO Rating
 - Last ISO On-Site Evaluation (copy of point distribution sheet)
 - Accreditations – National Or State
 - Last On Site Evaluation

- **Emergency Activities – Last 3 Years (All Sub-Sections)**
 - # Of Emerges Responses
 - (NFIRS) Type of Responses: Structure Fires, Auto Accidents, Brush, Mutual Aid, Fire Alarm Systems Both Commercial &/or Residential, False, Etc.
 - EMS Responses
 - Incidents By Time Of Day
 - Incidents By Day Of The Week
 - Incidents By Month
 - Distribution by Shift
 - Response Times: (include documentation from dispatch)
 - Notification time
 - Turnout time
 - Drive time
 - Total time out
 - Mutual Aid – Auto Responses (Given & Received) – With Whom? –
 - Simultaneous (Overlapping) Call Data

- **Dispatch (PSAP)**
 - Who provides dispatch
 - Cost
 - Who answers 9-1-1
 - Who answers cellular 9-1-1

- **Fire Station(s) – include mailing address for each station – include City & Zip**
 - Current Facilities

- # Of Stations – Street Address
- Square Footage – (Floor Plans for each if available)
- Age
- Future Facility Plans/Needs Documents

- ~~Apparatus & Equipment~~
 - ~~Type Of Apparatus (I.E. Engine, Ambulance, Utility, Truck – Include Manufacturer)~~
 - ~~Apparatus department ID number~~
 - ~~Pump & Tank sizes~~
 - ~~Mileage~~
 - ~~Engine Hour Reading (if appropriate)~~
 - ~~Age Of Apparatus~~
 - ~~Manufacturer~~
 - ~~Replacement Schedule~~
 - ~~Computers (Number of, Type, Age, Replacement Plan)~~
 - ~~In Apparatus?~~
 - ~~Software Programs~~

- **Training**
 - Training Records (Last year) for each member
 - Training schedule
 - Training hours per month per employee
 - Training Curriculum & Lesson Plan
 - Instructors qualifications
 - Training Manual
 - Certifications Categories (state)
 - All current members certification level

- **Fire Prevention –**
 - Number of inspectable occupancies
 - History Of Inspections & Re-Inspections (Last Year)
 - Identification of Codes Adopted

- **Safety Education**
 - Public Safety Education Programs
 - Public Safety Education Data (Last Year)

- **Fiscal**
 - Past three years of audited financials
 - Current year audited financials
 - Past three years budget

- Operating – include all revenue and expenses
- Capital - include all revenue and expenses
- Financial policies and procedures
- Purchasing policies
- Equipment or Capital reserve fund ledger
- Overtime records

- **Revenue**
 - List of grants applied for and/or received for current year and two previous years
 - List and explanation of any other department revenue received i.e. inspections fees, permit fee, etc.

Any Additional Information Deemed Important

Appendix B – Fund Balance Policy & 10-Year Projection

TOWN OF WEDDINGTON FUND BALANCE POLICY

Total Fund Balance Available for Appropriation

Total Fund Balance Available for Appropriation shall not be less than 50% of budgeted expenditures in any given year. This amount approximates the State average for towns of Weddington's size which do not operate their own electric systems. In addition, fund balance appropriations in any given year (other than appropriations for a capital project encompassed as part of fund balance assigned for capital projects) shall be limited as follows:

Not to exceed 15% of General Fund budget if the Total Fund Balance Available is greater than or equal to 75%.

Not to exceed 10% of General Fund budget if the Total Fund Balance Available is less than 75% but greater than or equal to 50%. In addition, a plan for the future replenishment of Total Fund Balance Available should be established.

Unassigned Fund Balance and Assigned Fund Balance

Total Fund Balance Available for Appropriations may be allocated between unassigned fund balance and assigned fund balance. Total unassigned fund balance shall not be less than 25% of budgeted general fund expenditures (equivalent to three months of operating expenses). Any excess may be transferred to assigned fund balance to be used for designated items such as future capital projects, transportation, events, etc.

TOWN OF W E D D I N G T O N

MEMORANDUM

TO: Mayor and Town Council

FROM: Amy S. McCollum, Town Administrator

DATE: January 8, 2015

SUBJECT: Council Retreat and Facilitator

The Town Council Retreat is scheduled for Thursday, February 12 and Friday, February 13 at the Firethorne Country Club. Chairman Dorine Sharp and Vice-Chairman Rob Dow are planning to attend on behalf of the Planning Board. Town Staff will include Attorney Fox, Finance Officer Leslie Gaylord and myself. Staff would like Council's direction on what time you would like to meet on both days. I have only received a few agenda items. The Mayor and I will meet this week to put together a draft agenda.

Please find below quotes received for a facilitator for the retreat. If Council wants to use a facilitator this year, Staff recommends using COG as they provided these services last year and they are the lowest proposal.

| | |
|---------------|--|
| COG | \$1,500.00 |
| Walking Stick | \$2,400.00 plus meals and accommodations |
| NFocus | \$2,500.00 |

Please let me know if you have any questions. Thank you.



TOWN OF WEDDINGTON MEMORANDUM

DATE: 01/12/15
TO: MAYOR AND THE TOWN COUNCIL
CC: AMY MCCOLLUM, TOWN CLERK
FROM: JULIAN BURTON, ZONING ADMINISTRATOR/PLANNER
RE: UPDATE FROM PLANNING/ZONING OFFICE

- Staff has received a conditional zoning application for All Saints Anglican Church. The PIMs were held on November 19th and 20th, and the application will likely be on the January 26th Planning Board agenda.
- The applicant for the West property (Laurel Grove Lane/Antioch Church Rd) has submitted a revised sketch plan with access provided solely from Antioch Church Rd. PIMs will be held at the end of January or beginning of February and the preliminary plat will likely be heard at the February 23rd Planning Board meeting.
- The Planning Board will likely review the following items on January 26th, 2015:
 - Traffic Impact Analysis ordinance and Process and Procedure Guidelines
 - All Saints Anglican Church Conditional Zoning Application
 - Town Center Recommendations

PROVIDENCE VFD

Union

Fire - 20

EMS - 16

Total - 44

Training Hours - 214

Mecklenburg

Fire - 5

EMS - 3

Providence Volunteer Fire Department Income & Expense Budget Performance December 2014

| | Dec 14 | Budget | \$ Over Budget | Jul - Dec 14 | YTD Budget | \$ Over Budget | Annual Budget |
|---------------------------------------|------------------|------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Ordinary Income/Expense | | | | | | | |
| Income | | | | | | | |
| 110 - Subsidies | | | | | | | |
| 111 - Mecklenburg Cty | 0.00 | 4,000.00 | -4,000.00 | 24,733.98 | 24,000.00 | 733.98 | 48,000.00 |
| 112 - Union County | 6,733.75 | | | 19,637.50 | | | |
| 113 - Town of Weddington | 48,318.75 | 52,551.08 | -4,232.33 | 290,827.50 | 315,306.52 | -24,479.02 | 630,613.00 |
| Total 110 - Subsidies | 55,052.50 | 56,551.08 | -1,498.58 | 335,198.98 | 339,306.52 | -4,107.54 | 678,613.00 |
| 118 - VFIS - Insurance Payment #323 | 0.00 | | | 19,712.60 | | | |
| 120 - Dues & Fees | | | | | | | |
| 121 - Union County Fire Fees | 0.00 | 868.92 | -868.92 | 0.00 | 5,213.48 | -5,213.48 | 10,427.00 |
| 120 - Dues & Fees - Other | 0.00 | | | 5.00 | | | |
| Total 120 - Dues & Fees | 0.00 | 868.92 | -868.92 | 5.00 | 5,213.48 | -5,208.48 | 10,427.00 |
| 130 - Vol Donations | | | | | | | |
| 134 - Other | 1,125.00 | 416.67 | 708.33 | 4,220.00 | 2,499.98 | 1,720.02 | 5,000.00 |
| 130 - Vol Donations - Other | 0.00 | | | 100.00 | | | |
| Total 130 - Vol Donations | 1,125.00 | 416.67 | 708.33 | 4,320.00 | 2,499.98 | 1,820.02 | 5,000.00 |
| 135 - Revenue from Closing 8/2014 | 0.00 | | | 70,838.62 | | | |
| 140 - Other Income | | | | | | | |
| 142 - Fire Fighters' Relief Fund | 0.00 | | | 3,854.59 | | | |
| 143 - Fuel Tax Refund | 377.01 | 83.33 | 293.68 | 668.92 | 500.02 | 168.90 | 1,000.00 |
| 144 - Sales Tax Refund | 0.00 | 333.33 | -333.33 | 5,573.01 | 2,000.02 | 3,572.99 | 4,000.00 |
| 145 - Interest | 1.32 | 51.67 | -50.35 | 7.53 | 309.98 | -302.45 | 620.00 |
| 147 - Medic-EMS Reimbursement | 1,233.00 | 1,041.67 | 191.33 | 6,432.15 | 6,249.98 | 182.17 | 12,500.00 |
| 148 - Firemen Relief Interest | 0.00 | | | 3.66 | | | |
| 155 - Christmas Fundraising Income | 15,229.00 | 500.00 | 14,729.00 | 15,229.00 | 3,000.00 | 12,229.00 | 6,000.00 |
| 156 - Newsletter Income | 6,825.00 | | | 8,035.00 | | | |
| 140 - Other Income - Other | 0.00 | | | 288.01 | | | |
| Total 140 - Other Income | 23,665.33 | 2,010.00 | 21,655.33 | 40,091.87 | 12,060.00 | 28,031.87 | 24,120.00 |
| 150 - Uncategorized Income | 0.00 | | | 5.00 | | | |
| Total Income | 79,842.83 | 59,846.67 | 19,996.16 | 470,172.07 | 359,079.98 | 111,092.09 | 718,160.00 |
| Expense | | | | | | | |
| 200 - Administration | | | | | | | |
| 202 - Legal Fees | 0.00 | 416.67 | -416.67 | 11,717.00 | 2,499.98 | 9,217.02 | 5,000.00 |
| 204 - Ladder Shed Upgrade Fees | 0.00 | | | 192.95 | | | |
| 209 - Annual Dinner/Award | 1,024.16 | 416.67 | 607.49 | 1,024.16 | 2,499.98 | -1,475.82 | 5,000.00 |
| 210 - Fire Chief Discretionary | 26.21 | 166.67 | -140.46 | 925.85 | 999.98 | -74.13 | 2,000.00 |
| 211 - Bank Charges & Credit Card Fees | 0.00 | 33.33 | -33.33 | 79.00 | 200.02 | -121.02 | 400.00 |
| 212 - Prof Fees | 450.00 | 708.33 | -258.33 | 8,650.00 | 4,250.02 | 4,399.98 | 8,500.00 |
| 213 - Computer Upgrades | 79.99 | 500.00 | -420.01 | 2,513.99 | 3,000.00 | -486.01 | 6,000.00 |
| 214 - Off Supplies | 33.25 | 166.67 | -133.42 | 768.72 | 999.98 | -231.26 | 2,000.00 |
| 215 - Printing/Newsletter | 0.00 | 250.00 | -250.00 | 2,284.45 | 1,500.00 | 784.45 | 3,000.00 |
| 216 - Postage | 14.70 | 125.00 | -110.30 | 1,888.63 | 750.00 | 1,138.63 | 1,500.00 |
| 217 - Dues, Subscriptions, & Internet | 0.00 | 41.67 | -41.67 | 239.40 | 249.98 | -10.58 | 500.00 |
| 218 - Fire Fighters' Association | 190.00 | 83.33 | 106.67 | 795.00 | 500.02 | 294.98 | 1,000.00 |
| 219 - Miscellaneous | 447.14 | 166.67 | 280.47 | 2,155.67 | 999.98 | 1,155.69 | 2,000.00 |

Providence Volunteer Fire Department Income & Expense Budget Performance December 2014

| | Dec 14 | Budget | \$ Over Budget | Jul - Dec 14 | YTD Budget | \$ Over Budget | Annual Budget |
|--|----------|----------|-------------------|--------------|---------------|-------------------|------------------|
| Total 200 - Administration | 2,265.45 | 3,075.01 | -809.56 | 33,234.82 | 18,449.94 | 14,784.88 | 36,900.00 |
| 220 - Insurance | | | | | | | |
| 222 - Accident & Sickness Policy | 0.00 | | | 7,555.00 | | | |
| 223 - Vol. Fire Fighters' Workers Com | 0.00 | 916.67 | -916.67 | 0.00 | 5,499.98 | -5,499.98 | 11,000.00 |
| 224 - Commercial Package | 0.00 | 1,500.00 | -1,500.00 | 19,972.00 | 9,000.00 | 10,972.00 | 18,000.00 |
| 220 - Insurance - Other | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total 220 - Insurance | 0.00 | 2,416.67 | -2,416.67 | 27,527.00 | 14,499.98 | 13,027.02 | 29,000.00 |
| 225 - Drug Testing/Physical Exams | 225.00 | 416.67 | -191.67 | 320.00 | 2,499.98 | -2,179.98 | 5,000.00 |
| 230 - Taxes | | | | | | | |
| 231 - Sales Taxes | | | | | | | |
| 232 - Meck CO. | 312.65 | 666.67 | -354.02 | 2,976.36 | 3,999.98 | -1,023.62 | 8,000.00 |
| 233 - Union County | 2.58 | 166.67 | -164.09 | 41.97 | 999.98 | -958.01 | 2,000.00 |
| 238 - NC Sales & Use Qualifying Food | 4.64 | | | 13.34 | | | |
| 231 - Sales Taxes - Other | 0.00 | | | 346.02 | | | |
| Total 231 - Sales Taxes | 319.87 | 833.34 | -513.47 | 3,377.69 | 4,999.96 | -1,622.27 | 10,000.00 |
| 236 - Property Tax | 0.00 | 8.33 | -8.33 | 0.00 | 50.02 | -50.02 | 100.00 |
| 237 - Freight | 197.55 | 41.67 | 155.88 | 484.32 | 249.98 | 234.34 | 500.00 |
| Total 230 - Taxes | 517.42 | 883.34 | -365.92 | 3,862.01 | 5,299.96 | -1,437.95 | 10,600.00 |
| 240 - Interest Expense | 0.00 | | | 2.44 | | | |
| 300 - Build Maintenance | | | | | | | |
| 370 - Security Monitoring | 0.00 | 50.00 | -50.00 | 186.00 | 300.00 | -114.00 | 600.00 |
| 320 - Landscaping & Lawn Care | 145.00 | 250.00 | -105.00 | 1,140.00 | 1,500.00 | -360.00 | 3,000.00 |
| 330 - Trash and Landfill | 50.00 | 50.00 | 0.00 | 300.00 | 300.00 | 0.00 | 600.00 |
| 340 - Pest Control | 0.00 | 41.67 | -41.67 | 100.00 | 249.98 | -149.98 | 500.00 |
| 350 - Maintenance Supplies | 1,649.25 | 416.67 | 1,232.58 | 3,756.71 | 2,499.98 | 1,256.73 | 5,000.00 |
| 351 - Furniture | 281.72 | 166.67 | 115.05 | 343.52 | 999.98 | -656.46 | 2,000.00 |
| 360 - Repairs | 688.73 | 666.67 | 22.06 | 4,181.35 | 3,999.98 | 181.37 | 8,000.00 |
| 361 - Other | 0.00 | | | 66.50 | | | |
| 300 - Build Maintenance - Other | 0.00 | | | 19.51 | | | |
| Total 300 - Build Maintenance | 2,814.70 | 1,641.68 | 1,173.02 | 10,093.59 | 9,849.92 | 243.67 | 19,700.00 |
| 400 - Utilities | | | | | | | |
| 410 - Electric | 714.49 | 833.33 | -118.84 | 4,921.59 | 5,000.02 | -78.43 | 10,000.00 |
| 420 - Natural Gas | 379.30 | 250.00 | 129.30 | 635.69 | 1,500.00 | -864.31 | 3,000.00 |
| 430 - Telephone | 765.54 | 375.00 | 390.54 | 3,223.52 | 2,250.00 | 973.52 | 4,500.00 |
| 440 - Water | 0.00 | 66.67 | -66.67 | 315.40 | 399.98 | -84.58 | 800.00 |
| Total 400 - Utilities | 1,859.33 | 1,525.00 | 334.33 | 9,096.20 | 9,150.00 | -53.80 | 18,300.00 |
| 500 - Fire Fighters' Equip/Training | | | | | | | |
| 510 - Clothing | | | | | | | |
| 512 - Dress Uniforms | 111.00 | 166.67 | -55.67 | 904.94 | 999.98 | -95.04 | 2,000.00 |
| 513 - Clothing - Other | 0.00 | 333.33 | -333.33 | 0.00 | 2,000.02 | -2,000.02 | 4,000.00 |
| Total 510 - Clothing | 111.00 | 500.00 | -389.00 | 904.94 | 3,000.00 | -2,095.06 | 6,000.00 |
| 520 - Equipment | | | | | | | |
| 521 - Radios\ Pagers - New | 620.00 | 250.00 | 370.00 | 1,100.00 | 1,500.00 | -400.00 | 3,000.00 |
| 522 - Radios\ Pagers - Maintenance | 0.00 | 83.33 | -83.33 | 177.00 | 500.02 | -323.02 | 1,000.00 |
| 523 - Equipment - New | 0.00 | 750.00 | -750.00 | 3,470.42 | 4,500.00 | -1,029.58 | 9,000.00 |

Providence Volunteer Fire Department Income & Expense Budget Performance

December 2014

| | Dec 14 | Budget | \$ Over Budget | Jul - Dec 14 | YTD Budget | \$ Over Budget | Annual Budget |
|--|------------------|------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| 524 - Equipment - Maintenance | 11.37 | 833.33 | -821.96 | 3,745.02 | 5,000.02 | -1,255.00 | 10,000.00 |
| 525 - Firefighting Supplies | 0.00 | 125.00 | -125.00 | 0.00 | 750.00 | -750.00 | 1,500.00 |
| 528 - Mecklenburg Radio Contract | 0.00 | 833.33 | -833.33 | 9,152.88 | 5,000.02 | 4,152.86 | 10,000.00 |
| Total 520 - Equipment | 631.37 | 2,874.99 | -2,243.62 | 17,645.32 | 17,250.06 | 395.26 | 34,500.00 |
| 529 - PPE (Personal Protective Equip) | 292.96 | 2,083.33 | -1,790.37 | 17,871.60 | 12,500.02 | 5,371.58 | 25,000.00 |
| 530 - Medical | | | | | | | |
| 531 - Equipment | 0.00 | | | 1,021.80 | | | |
| 532 - Supplies | 709.91 | 333.33 | 376.58 | 2,003.10 | 2,000.02 | 3.08 | 4,000.00 |
| 533 - Waste | 279.28 | 208.33 | 70.95 | 1,675.68 | 1,250.02 | 425.66 | 2,500.00 |
| Total 530 - Medical | 989.19 | 541.66 | 447.53 | 4,700.58 | 3,250.04 | 1,450.54 | 6,500.00 |
| 540 - Training | | | | | | | |
| 541 - Seminars | 176.70 | 750.00 | -573.30 | 2,968.63 | 4,500.00 | -1,531.37 | 9,000.00 |
| 542 - Books | 0.00 | 125.00 | -125.00 | 0.00 | 750.00 | -750.00 | 1,500.00 |
| 543 - PR Literature | 49.00 | 83.33 | -34.33 | 879.00 | 500.02 | 378.98 | 1,000.00 |
| 544 - Other - Training Bonus | 0.00 | 1,250.00 | -1,250.00 | 3,600.00 | 7,500.00 | -3,900.00 | 15,000.00 |
| 540 - Training - Other | 0.00 | | | 1,451.00 | | | |
| Total 540 - Training | 225.70 | 2,208.33 | -1,982.63 | 8,898.63 | 13,250.02 | -4,351.39 | 26,500.00 |
| Total 500 - Fire Fighters' Equip/Training | 2,250.22 | 8,208.31 | -5,958.09 | 50,021.07 | 49,250.14 | 770.93 | 98,500.00 |
| 600 - Fire Engines | | | | | | | |
| 620 - '99 Southern Coach Eng #322 | 712.50 | 1,250.00 | -537.50 | 5,189.06 | 7,500.00 | -2,310.94 | 15,000.00 |
| 635 - '93 KME Engine #323 | 0.00 | 1,250.00 | -1,250.00 | 16,132.02 | 7,500.00 | 8,632.02 | 15,000.00 |
| 640 - '03 Red Diamond #324 | 380.46 | 500.00 | -119.54 | 1,808.77 | 3,000.00 | -1,191.23 | 6,000.00 |
| 650 - '02 Ford Quesco Brush #326 | 0.00 | 166.67 | -166.67 | 0.00 | 999.98 | -999.98 | 2,000.00 |
| 660 - '95 InternHackney Squad #32 | 0.00 | 416.67 | -416.67 | 1,042.83 | 2,499.98 | -1,457.15 | 5,000.00 |
| 680 - '06 KME Pumper #321 | 0.00 | 1,333.33 | -1,333.33 | 3,959.18 | 8,000.02 | -4,040.84 | 16,000.00 |
| 681 - Diesel Fuel | 1,821.26 | 1,458.33 | 362.93 | 8,490.92 | 8,750.02 | -259.10 | 17,500.00 |
| 682 - Gasoline | 0.00 | 16.67 | -16.67 | 73.66 | 99.98 | -26.32 | 200.00 |
| 683 - Cleaning Supplies | 0.00 | 41.67 | -41.67 | 0.00 | 249.98 | -249.98 | 500.00 |
| 684 - Miscellaneous Parts | 28.37 | 83.33 | -54.96 | 188.51 | 500.02 | -311.51 | 1,000.00 |
| 685 - Fire Engines - Other | 0.00 | 250.00 | -250.00 | 323.60 | 1,500.00 | -1,176.40 | 3,000.00 |
| Total 600 - Fire Engines | 2,942.59 | 6,766.67 | -3,824.08 | 37,208.55 | 40,599.98 | -3,391.43 | 81,200.00 |
| 800 - Firefighters Payroll | | | | | | | |
| 801 - Payroll - Day Shift (Hourly) | 13,677.00 | 16,666.67 | -2,989.67 | 86,782.50 | 99,999.98 | -13,217.48 | 200,000.00 |
| 809 - Payroll - Day Shift (Stipend) | 3,660.00 | 2,083.33 | 1,576.67 | 17,820.00 | 12,500.02 | 5,319.98 | 25,000.00 |
| 802 - Payroll - Night Shift (Hourly) | 9,247.50 | 9,666.67 | -419.17 | 60,207.50 | 57,999.98 | 2,207.52 | 116,000.00 |
| 810 - Payroll - Night Shift (Stipend) | 2,480.00 | 2,166.67 | 313.33 | 16,780.00 | 12,999.98 | 3,780.02 | 26,000.00 |
| 808 - Payroll Expenses | | | | | | | |
| FICA | 2,241.78 | 2,250.00 | -8.22 | 14,010.96 | 13,500.00 | 510.96 | 27,000.00 |
| SUTA | 434.43 | 291.67 | 142.76 | 2,908.28 | 1,749.98 | 1,158.30 | 3,500.00 |
| 808 - Payroll Expenses - Other | 340.40 | 1,455.00 | -1,114.60 | 2,208.60 | 8,730.00 | -6,521.40 | 17,460.00 |
| Total 808 - Payroll Expenses | 3,016.61 | 3,996.67 | -980.06 | 19,127.84 | 23,979.98 | -4,852.14 | 47,960.00 |
| Total 800 - Firefighters Payroll | 32,081.11 | 34,580.01 | -2,498.90 | 200,717.84 | 207,479.94 | -6,762.10 | 414,960.00 |
| 850 - Christmas Fundraising Expense | 5,081.63 | 333.33 | 4,748.30 | 5,233.84 | 1,999.98 | 3,233.86 | 4,000.00 |
| Total Expense | 50,037.45 | 59,846.69 | -9,809.24 | 377,317.36 | 359,079.82 | 18,237.54 | 718,160.00 |
| Net Ordinary Income | 29,805.38 | -0.02 | 29,805.40 | 92,854.71 | 0.16 | 92,854.55 | 0.00 |

Providence Volunteer Fire Department Income & Expense Budget Performance December 2014

| | Dec 14 | Budget | \$ Over Budget | Jul - Dec 14 | YTD Budget | \$ Over Budget | Annual Budget |
|------------|-----------|--------|-------------------|--------------|---------------|-------------------|------------------|
| Net Income | 29,805.38 | -0.02 | 29,805.40 | 92,854.71 | 0.16 | 92,854.55 | 0.00 |

Providence Volunteer Fire Department
Balance Sheet

As of December 31, 2014
Dec 31, 14

ASSETS

Current Assets

Checking/Savings

Checking Accounts

BB&T Checking-5119 201,815.79

BOA Payroll-7449 5,901.42

Total Checking Accounts 207,717.21

Firemen Relief-BOA-8254 44,666.60

Total Checking/Savings 252,383.81

Other Current Assets

Accounts Receivable Auditor 72,584.93

Total Other Current Assets 72,584.93

Total Current Assets 324,968.74

Fixed Assets

CIP - Firehouse Construction 1,052,861.44

Air Packs 73,087.70

Bauer Vertecon Air Compressor 40,000.00

Commercial Protector System 2,112.50

Dexter T-400 Washer\Extractor 3,611.00

Fire Fighter Main Equipment 2,448.00

Groban Electric Generator 5,000.00

Ladder Truck Building 32,452.08

Total Fixed Assets 1,211,572.72

Other Assets

1993 KME Engine #323 50,000.00

1996 Internat'l #32 119,365.76

1999 SouthCo #322 274,231.58

2002 Ford #326 44,029.33

2003 Red Diamond #324 240,302.00

2006 KME Pumper #321 400,555.50

Building 346,812.09

Equip 34,615.27

Land 12,590.00

X Accum Depr -1,233,145.00

Total Other Assets 289,356.53

TOTAL ASSETS 1,825,897.99

LIABILITIES & EQUITY

Liabilities

Providence Volunteer Fire Department
Balance Sheet

As of December 31, 2014
Dec 31, 14

| | |
|--|----------------------------|
| Current Liabilities | |
| Other Current Liabilities | |
| BB&T CIP Loan | 800,000.00 |
| Accounts Payable Auditor | 105,267.00 |
| 2100 - Payroll Liabilities | <u>10,583.88</u> |
| Total Other Current Liabilities | <u>915,850.88</u> |
| | |
| Total Current Liabilities | <u>915,850.88</u> |
| | |
| Total Liabilities | 915,850.88 |
| | |
| Equity | |
| 3900 - Retained Earnings | 817,192.40 |
| Net Income | <u>92,854.71</u> |
| Total Equity | <u>910,047.11</u> |
| | |
| TOTAL LIABILITIES & EQUITY | <u><u>1,825,897.99</u></u> |

Town of Weddington

December 2014

Wesley Chapel Fire Department Responses
Fire Districts PV4, PV5, PV7 and PV8

| | |
|---------------------------|---|
| ACCIDENT EMD | 2 |
| ACCIDENT PININ EMD | 1 |
| BREATHING PROBLEMS EMD | 1 |
| FALLS EMD | 1 |
| OUTSIDE FIRE EFD NONBRUSH | 1 |
| SEIZURE EMD | 1 |
| TRAUMATIC INJURIES EMD | 1 |
| UNCONSCIOUS FAINTING EMD | 2 |
| VEHICLE FIRE EFD | 1 |

Total Number of Calls: 11

Wesley Chapel Volunteer Fire Department

Incident List by Alarm Date/Time

Alarm Date Between {12/01/2014} And {12/31/2014}

| Incident-Exp# | Alm Date | Alm Time | Location | Incident Type |
|----------------|------------|----------|---------------------------|----------------------------------|
| 14-1404811-000 | 12/01/2014 | 09:55:33 | 6000 CLOVER HILL RD /INDI | 321 EMS call, excluding vehicle |
| 14-1404817-000 | 12/01/2014 | 15:30:37 | 1100 WAXHAW INDIAN TRAIL | 321 EMS call, excluding vehicle |
| 14-1404823-000 | 12/02/2014 | 01:43:46 | 3409 KENNINGTON DR | 321 EMS call, excluding vehicle |
| 14-1404831-000 | 12/02/2014 | 12:17:42 | 4901 WEDDINGTON RD /WEDDI | 321 EMS call, excluding vehicle |
| 14-1404834-000 | 12/02/2014 | 17:36:16 | 2102 S PROVIDENCE RD /MAR | 324 Motor Vehicle Accident with |
| 14-1404840-000 | 12/02/2014 | 22:04:50 | 730 BARON RD /Weddington, | 321 EMS call, excluding vehicle |
| 14-1404841-000 | 12/03/2014 | 00:51:30 | 2411 CREEK MANOR DR | 311 Medical assist, assist EMS c |
| 14-1404845-000 | 12/03/2014 | 08:19:10 | 1409 WESLEY CHAPEL RD /IN | 111 Building fire |
| 14-1404848-000 | 12/03/2014 | 12:20:46 | BILLY HOWEY RD & RANELAGH | 500 Service Call, other |
| 14-1404849-000 | 12/03/2014 | 12:50:51 | 11006 MAGNA LN /INDIAN TR | 320 Emergency medical service, o |
| 14-1404855-000 | 12/03/2014 | 18:31:50 | 509 WEDDINGTON RD /WEDDIN | 611 Dispatched & cancelled en ro |
| 14-1404857-000 | 12/03/2014 | 22:41:00 | 1902 OAK SHADOW WAY /MARV | 736 CO detector activation due t |
| 14-1404864-000 | 12/04/2014 | 15:59:03 | 8508 CHEVERNY DR | 412 Gas leak (natural gas or LPG |
| 14-1404867-000 | 12/04/2014 | 16:51:35 | 7710 JAARS RD | 611 Dispatched & cancelled en ro |
| 14-1404868-000 | 12/04/2014 | 17:16:28 | 401 RUNNING HORSE LN /MAR | 611 Dispatched & cancelled en ro |
| 14-1404872-000 | 12/04/2014 | 22:55:48 | 204 WINGFOOT DR /MARVIN, | 311 Medical assist, assist EMS c |
| 14-1404876-000 | 12/05/2014 | 06:31:06 | 4590 ANTIOCH CHURCH RD /W | 321 EMS call, excluding vehicle |
| 14-1404879-000 | 12/05/2014 | 09:43:40 | 3821 MOURNING DOVE DR /WE | 700 False alarm or false call, O |
| 14-1404881-000 | 12/05/2014 | 10:39:14 | 1628 AMBERGATE LN | 321 EMS call, excluding vehicle |
| 14-1404880-000 | 12/05/2014 | 10:59:51 | 1226 DOBSON DR /WESLEY CH | 700 False alarm or false call, O |
| 14-1404885-000 | 12/05/2014 | 21:11:16 | 1400 CUTHBERTSON RD | 381 Rescue or EMS standby |
| 14-1404887-000 | 12/05/2014 | 22:07:26 | 2036 CLOVER HILL RD /INDI | 700 False alarm or false call, O |
| 14-1404888-000 | 12/06/2014 | 01:02:45 | 3833 WEDDINGTON RD /MONRO | 611 Dispatched & cancelled en ro |
| 14-1404896-000 | 12/06/2014 | 07:16:27 | 2634 CRANE RD | 381 Rescue or EMS standby |
| 14-1404895-000 | 12/06/2014 | 15:19:23 | 6109 LOWERGATE DR /WESLEY | 611 Dispatched & cancelled en ro |
| 14-1404917-000 | 12/07/2014 | 07:01:36 | 2620 WAXHAW MARVIN RD /MA | 381 Rescue or EMS standby |
| 14-1404903-000 | 12/07/2014 | 08:08:34 | 5305 RADCLIFFE DR | 611 Dispatched & cancelled en ro |
| 14-1404904-000 | 12/07/2014 | 09:53:03 | 5211 WEDDINGTON RD /WEDDI | 444 Power line down |
| 14-1404906-000 | 12/07/2014 | 12:50:02 | 2007 SANDY POND LN | 321 EMS call, excluding vehicle |
| 14-1404911-000 | 12/07/2014 | 18:29:57 | 601 SHERMAN PL | 714 Central station, malicious f |
| 14-1404914-000 | 12/07/2014 | 20:16:07 | 5703 LINDLEY CRESCENT DR | 321 EMS call, excluding vehicle |
| 14-1404915-000 | 12/07/2014 | 20:42:48 | 2002 BROOKHOLLOW CT /INDI | 611 Dispatched & cancelled en ro |
| 14-1404919-000 | 12/08/2014 | 07:58:37 | 6200 WEDDINGTON RD /Wesle | 322 Motor vehicle accident with |
| 14-1404929-000 | 12/08/2014 | 14:44:35 | NEW TOWN RD & High Brook | 322 Motor vehicle accident with |
| 14-1404924-000 | 12/08/2014 | 16:08:40 | 2213 LEGACY OAK DR | 412 Gas leak (natural gas or LPG |
| 14-1404937-000 | 12/09/2014 | 08:53:55 | 4508 HOFFMEISTER DR | 735 Alarm system sounded due to |
| 14-1404939-000 | 12/09/2014 | 14:14:37 | 2831 CRANE RD | 321 EMS call, excluding vehicle |
| 14-1404955-000 | 12/10/2014 | 06:49:52 | 1510 VENETIAN WAY WAY | 321 EMS call, excluding vehicle |
| 14-1404958-000 | 12/10/2014 | 09:40:13 | 8102 AVANTI DR /MARVIN, N | 321 EMS call, excluding vehicle |
| 14-1404960-000 | 12/10/2014 | 13:13:39 | 1905 ASTRID CT | 111 Building fire |
| 14-1404963-000 | 12/10/2014 | 17:02:01 | 1401 BLOOMSBERRY LN | 321 EMS call, excluding vehicle |
| 14-1404964-000 | 12/10/2014 | 20:18:26 | 1312 IVEYRIDGE DR | 311 Medical assist, assist EMS c |
| 14-1404971-000 | 12/11/2014 | 10:31:39 | 307 OAKMONT LN | 321 EMS call, excluding vehicle |
| 14-1404972-000 | 12/11/2014 | 14:05:48 | 5306 WAXHAW MARVIN RD | 611 Dispatched & cancelled en ro |
| 14-1404980-000 | 12/11/2014 | 20:33:14 | 1525 CRANE RD | 321 EMS call, excluding vehicle |
| 14-1404983-000 | 12/12/2014 | 02:05:12 | 6104 PUMPERNICKEL LN /Wes | 321 EMS call, excluding vehicle |

Wesley Chapel Volunteer Fire Department

Incident List by Alarm Date/Time

Alarm Date Between {12/01/2014} And {12/31/2014}

| Incident-Exp# | Alm Date | Alm Time | Location | Incident Type |
|----------------------|-----------------|-----------------|---------------------------|----------------------------------|
| 14-1404987-000 | 12/12/2014 | 10:42:45 | 2101 HIGHLAND FOREST DR / | 321 EMS call, excluding vehicle |
| 14-1404989-000 | 12/12/2014 | 16:30:12 | 1305 VENETIAN WAY | 321 EMS call, excluding vehicle |
| 14-1404991-000 | 12/12/2014 | 16:40:55 | 2101 HIGHLAND FOREST DR / | 321 EMS call, excluding vehicle |
| 14-1404990-000 | 12/12/2014 | 16:47:40 | 1413 CRANE RD | 745 Alarm system activation, no |
| 14-1404994-000 | 12/12/2014 | 18:51:57 | BEULAH CHURCH RD & S TWEL | 324 Motor Vehicle Accident with |
| 14-1405004-000 | 12/13/2014 | 08:55:08 | 8001 STONEHAVEN DR /MARVI | 553 Public service |
| 14-1405012-000 | 12/13/2014 | 08:59:39 | 2620 WAXHAW MARVIN RD /MA | 381 Rescue or EMS standby |
| 14-1405007-000 | 12/13/2014 | 13:07:08 | 912 WANDERING WAY WAY /MA | 554 Assist invalid |
| 14-1405008-000 | 12/13/2014 | 17:39:42 | 3620 S PROVIDENCE RD | 611 Dispatched & cancelled en ro |
| 14-1405010-000 | 12/13/2014 | 18:01:38 | 1209 FOXFIELD RD | 600 Good intent call, Other |
| 14-1405019-000 | 12/14/2014 | 03:06:57 | CRANE RD & SILVER CHARM L | 352 Extrication of victim(s) fro |
| 14-1405021-000 | 12/14/2014 | 09:58:00 | 2210 LEGACY OAK DR | 745 Alarm system activation, no |
| 14-1405029-000 | 12/14/2014 | 12:13:51 | 4821 WAXHAW INDIAN TRAIL | 321 EMS call, excluding vehicle |
| 14-1405032-000 | 12/14/2014 | 13:11:15 | 315 WAXHAW INDIAN TRAIL R | 321 EMS call, excluding vehicle |
| 14-1405034-000 | 12/14/2014 | 13:39:32 | 8816 WINGARD RD | 321 EMS call, excluding vehicle |
| 14-1405040-000 | 12/14/2014 | 19:25:23 | 715 HOUSTON DR /Wesley Ch | 611 Dispatched & cancelled en ro |
| 14-1405045-000 | 12/15/2014 | 12:09:26 | 5190 WEDDINGTON RD /Wesle | 130 Mobile property (vehicle) fi |
| 14-1405053-000 | 12/15/2014 | 17:58:56 | 8902 HAMMERSLEY DR | 321 EMS call, excluding vehicle |
| 14-1405056-000 | 12/15/2014 | 19:16:59 | 6400 WEDDINGTON RD /H/Wes | 322 Motor vehicle accident with |
| 14-1405256-000 | 12/15/2014 | 21:18:05 | 2004 ORBY AV /INDIAN TRAI | 150 Outside rubbish fire, Other |
| 14-1405061-000 | 12/16/2014 | 11:40:44 | WAXHAW MARVIN RD & BONDS | 324 Motor Vehicle Accident with |
| 14-1405063-000 | 12/16/2014 | 13:45:21 | 1203 VENETIAN WAY WAY | 700 False alarm or false call, O |
| 14-1405066-000 | 12/16/2014 | 16:43:00 | 1107 LOOK OUT CIR | 321 EMS call, excluding vehicle |
| 14-1405069-000 | 12/16/2014 | 19:11:40 | GOLDMINE RD & TRAFFIC CIR | 412 Gas leak (natural gas or LPG |
| 14-1405070-000 | 12/16/2014 | 19:31:28 | 9704 SADDLE AV /MARVIN, N | 311 Medical assist, assist EMS c |
| 14-1405072-000 | 12/16/2014 | 20:18:55 | 901 PILGRIM FOREST DR /WE | 321 EMS call, excluding vehicle |
| 14-1405073-000 | 12/16/2014 | 21:16:44 | 630 CIRCLE TRACE RD /MONR | 321 EMS call, excluding vehicle |
| 14-1405079-000 | 12/17/2014 | 08:49:02 | 708 PALMERSTON LN | 321 EMS call, excluding vehicle |
| 14-1405084-000 | 12/17/2014 | 11:18:59 | S PROVIDENCE RD & LOHAVE | 322 Motor vehicle accident with |
| 14-1405085-000 | 12/17/2014 | 12:12:58 | 218 HORN TASSEL CT /WESLE | 740 Unintentional transmission o |
| 14-1405096-000 | 12/18/2014 | 09:59:22 | 1016 ANTIOCH WOODS LN /We | 700 False alarm or false call, O |
| 14-1405098-000 | 12/18/2014 | 12:17:19 | 2508 MARSDEN WAY | 611 Dispatched & cancelled en ro |
| 14-1405102-000 | 12/18/2014 | 14:34:41 | 8085 SKYECROFT COMMONS DR | 143 Grass fire |
| 14-1405104-000 | 12/18/2014 | 16:53:28 | 1407 LANGDON TERRACE DR / | 321 EMS call, excluding vehicle |
| 14-1405106-000 | 12/18/2014 | 18:18:05 | 8103 AVANTI DR /MARVIN, N | 321 EMS call, excluding vehicle |
| 14-1405112-000 | 12/19/2014 | 10:58:21 | 7210 STONEHAVEN DR /MARVI | 321 EMS call, excluding vehicle |
| 14-1405116-000 | 12/19/2014 | 12:45:21 | 2831 CRANE RD | 321 EMS call, excluding vehicle |
| 14-1405119-000 | 12/19/2014 | 17:25:44 | 3502 SANDALWOOD DR /MARVI | 321 EMS call, excluding vehicle |
| 14-1405132-000 | 12/20/2014 | 17:56:51 | 1515 WAXHAW INDIAN TRAIL | 311 Medical assist, assist EMS c |
| 14-1405140-000 | 12/21/2014 | 13:36:29 | 350 HUGH CROCKER DR /WESL | 554 Assist invalid |
| 14-1405149-000 | 12/22/2014 | 08:28:37 | 2122 WEDGEWOOD DR /Weddin | 321 EMS call, excluding vehicle |
| 14-1405160-000 | 12/23/2014 | 07:46:23 | 1005 WOODHURST DR /WESLEY | 113 Cooking fire, confined to co |
| 14-1405164-000 | 12/23/2014 | 12:44:29 | 706 EVANS MANOR DR /WEDDI | 700 False alarm or false call, O |
| 14-1405165-000 | 12/23/2014 | 15:55:48 | 901 CROOKED RIVER DR | 553 Public service |
| 14-1405166-000 | 12/23/2014 | 17:06:45 | 628 BRANDY COURTS /Weddin | 321 EMS call, excluding vehicle |
| 14-1405167-000 | 12/23/2014 | 22:06:53 | MARVIN RD & JOE KERR RD / | 324 Motor Vehicle Accident with |

Wesley Chapel Volunteer Fire Department

Incident List by Alarm Date/Time

Alarm Date Between {12/01/2014} And {12/31/2014}

| Incident-Exp# | Alm Date | Alm Time | Location | Incident Type |
|----------------------|-----------------|-----------------|---------------------------|----------------------------------|
| 14-1405169-000 | 12/24/2014 | 00:43:17 | 7210 STONEHAVEN DR /MARVI | 321 EMS call, excluding vehicle |
| 14-1405172-000 | 12/24/2014 | 08:52:55 | 1800 SMARTY JONES DR | 736 CO detector activation due t |
| 14-1405176-000 | 12/24/2014 | 10:59:25 | 7414 BROOMES OLD MILL RD | 321 EMS call, excluding vehicle |
| 14-1405180-000 | 12/24/2014 | 12:17:03 | WEDDINGTON RD & WAXHAW IN | 324 Motor Vehicle Accident with |
| 14-1405183-000 | 12/24/2014 | 14:31:14 | MARVIN RD & JOE KERR RD / | 324 Motor Vehicle Accident with |
| 14-1405182-000 | 12/24/2014 | 14:44:34 | 7400 NEW TOWN RD /WEDDING | 510 Person in distress, Other |
| 14-1405185-000 | 12/24/2014 | 15:14:54 | 1100 WAXHAW INDIAN TRAIL | 734 Heat detector activation due |
| 14-1405187-000 | 12/24/2014 | 15:31:51 | 8821 NEW TOWN RD /WEDDING | 600 Good intent call, Other |
| 14-1405188-000 | 12/24/2014 | 16:41:25 | 1100 WAXHAW INDIAN TRAIL | 734 Heat detector activation due |
| 14-1405190-000 | 12/24/2014 | 18:11:20 | 1100 WAXHAW INDIAN TRAIL | 735 Alarm system sounded due to |
| 14-1405189-000 | 12/24/2014 | 18:18:57 | 5006 WINDING LN /INDIAN T | 311 Medical assist, assist EMS c |
| 14-1405193-000 | 12/24/2014 | 22:25:47 | 1704 CRESTGATE DR /Wesley | 735 Alarm system sounded due to |
| 14-1405198-000 | 12/25/2014 | 11:25:51 | 6013 MAGNA LN /INDIAN TRA | 736 CO detector activation due t |
| 14-1405203-000 | 12/25/2014 | 14:38:41 | 1624 BEULAH CHURCH RD /MA | 321 EMS call, excluding vehicle |
| 14-1405209-000 | 12/25/2014 | 20:10:53 | 4804 CONGAREE DR | 611 Dispatched & cancelled en ro |
| 14-1405221-000 | 12/26/2014 | 10:48:50 | 2019 SANDY POND LN | 321 EMS call, excluding vehicle |
| 14-1405220-000 | 12/26/2014 | 10:56:41 | 6350 WEDDINGTON RD /WESLE | 511 Lock-out |
| 14-1405230-000 | 12/26/2014 | 14:51:52 | 6862 WEDDINGTON RD /Wesle | 510 Person in distress, Other |
| 14-1405234-000 | 12/26/2014 | 17:17:43 | 5920 WEDDINGTON RD /WESLE | 321 EMS call, excluding vehicle |
| 14-1405236-000 | 12/26/2014 | 17:53:44 | 1006 WICKERBY CT /INDIAN | 321 EMS call, excluding vehicle |
| 14-1405243-000 | 12/27/2014 | 11:44:18 | WAXHAW MARVIN RD & NEW TO | 324 Motor Vehicle Accident with |
| 14-1405246-000 | 12/27/2014 | 16:09:48 | 603 JIM PARKER RD /WESLEY | 240 Explosion (no fire), Other |
| 14-1405247-000 | 12/27/2014 | 16:28:49 | 1016 GRAYSCROFT DR | 321 EMS call, excluding vehicle |
| 14-1405251-000 | 12/28/2014 | 01:20:43 | 7209 ORCHARD RIDGE DR | 321 EMS call, excluding vehicle |
| 14-1405262-000 | 12/29/2014 | 11:18:03 | 9909 POTTER RD /Wesley Ch | 321 EMS call, excluding vehicle |
| 14-1405263-000 | 12/29/2014 | 11:42:11 | 10011 CHIMNEY DR | 321 EMS call, excluding vehicle |
| 14-1405265-000 | 12/29/2014 | 16:56:12 | WAXHAW INDIAN TRAIL RD & | 311 Medical assist, assist EMS c |
| 14-1405267-000 | 12/29/2014 | 17:00:47 | ANTIOCH CHURCH RD & HIGH | 322 Motor vehicle accident with |
| 14-1405268-000 | 12/29/2014 | 18:08:56 | 2615 CREEK MANOR DR | 321 EMS call, excluding vehicle |
| 14-1405272-000 | 12/29/2014 | 23:35:46 | 6111 HIGHVIEW RD /WEDDING | 321 EMS call, excluding vehicle |
| 14-1405275-000 | 12/30/2014 | 08:49:40 | 6011 SPENCE CT /MONROE, N | 321 EMS call, excluding vehicle |
| 14-1405277-000 | 12/30/2014 | 09:01:46 | 9524 POTTER RD /Wesley Ch | 322 Motor vehicle accident with |
| 14-1405276-000 | 12/30/2014 | 09:03:19 | 9524 POTTER RD /Wesley Ch | 322 Motor vehicle accident with |
| 14-1405282-000 | 12/30/2014 | 14:08:29 | 8044 WILLOW BRANCH DR | 735 Alarm system sounded due to |
| 14-1405283-000 | 12/30/2014 | 15:06:22 | 8044 WILLOW BRANCH DR | 611 Dispatched & cancelled en ro |
| 14-1405293-000 | 12/30/2014 | 23:19:47 | 5920 WEDDINGTON RD /Wesle | 321 EMS call, excluding vehicle |
| 14-1405294-000 | 12/31/2014 | 01:05:38 | 6324 TAN YARD RD /WESLEY | 321 EMS call, excluding vehicle |
| 14-1405295-000 | 12/31/2014 | 03:23:59 | 1008 SPRING ROSE LN /WESL | 611 Dispatched & cancelled en ro |
| 14-1405301-000 | 12/31/2014 | 18:43:50 | 1222 DOBSON DR /WESLEY CH | 321 EMS call, excluding vehicle |
| 14-1405303-000 | 12/31/2014 | 20:14:26 | 3004 HOLLY VILLA CIR /IND | 311 Medical assist, assist EMS c |

Total Incident Count 132

Town of Weddington

December 2014

Stallings Fire Department Responses
Fire Distrists PV1

| | |
|-----------------------------|---|
| CARBON MONOX ALARM EFD | 1 |
| CARDIAC RESPIRTY ARREST EMD | 1 |
| CHEST PAIN EMD | 1 |
| HEMORRHAGE LACERATION EMD | 1 |
| PREGNANCY EMD | 2 |
| VEHICLE FIRE EFD | 1 |

Total Number of Calls: 7



Union County Sheriff's Office
Events By Nature

Date of Report

1/5/2015
3:41:48PM

For the Month of: December 2014

| <u>Event Type</u> | <u>Total</u> |
|---------------------------------|--------------|
| 911 HANG UP | 28 |
| 911 MISDIAL | 2 |
| ABANDONED VEHICLE | 1 |
| ACCIDENT EMD | 5 |
| ACCIDENT HITRUN PD LAW | 1 |
| ACCIDENT PD COUNTY NO EMD | 25 |
| ALARMS LAW | 57 |
| ANIMAL BITE FOLLOW UP | 3 |
| ANIMAL BITE REPORT LAW | 2 |
| ANIMAL COMP SERVICE CALL LAW | 6 |
| ASSAULT SIMPLE LAW | 1 |
| ASSIST EMS OR FIRE | 2 |
| ASSIST OTHER AGENCY LAW | 2 |
| ATTEMPT TO LOCATE | 3 |
| BOLO | 13 |
| BURGLARY COMMERCIAL BUSINESS | 1 |
| BURGLARY HOME OTHER NONBUSINESS | 10 |
| BURGLARY VEHICLE | 8 |
| BUSINESS CHECK | 20 |
| CALL BY PHONE | 11 |
| CARDIAC RESPIRTY ARREST EMD | 2 |
| DELIVER MESSAGE | 1 |
| DISCHARGE OF FIREARM | 3 |
| DISTURBANCE OR NUISANCE | 2 |
| DOMESTIC DISTURBANCE | 6 |
| ESCORT | 2 |
| FIGHT IN PROGRESS | 1 |
| FOLLOW UP INVESTIGATION | 8 |

| <u>Event Type</u> | <u>Total</u> |
|--------------------------------|--------------|
| FRAUD DECEPTION FORGERY | 2 |
| FUNERAL ESCORT | 3 |
| GENERAL ASSIST FOR OTHERS | 1 |
| HARASSMENT STALKING THREATS | 2 |
| INVESTIGATION | 2 |
| JURISDICTION CONFIRMATION LAW | 4 |
| LARCENY THEFT | 5 |
| LIVE STOCK ON HIGHWAY | 1 |
| MEDICAL EXAMINER | 1 |
| MEET REQUEST NO REFERENCE GIVN | 2 |
| MOTORIST ASSIST | 10 |
| PREVENTATIVE PATROL | 393 |
| PROP DAMAGE VANDALISM MISCHIEF | 9 |
| PUBLIC SERVICE | 3 |
| RADAR PATROL INCLUDING TRAINIG | 3 |
| REFERAL OR INFORMATION CALL | 4 |
| REPOSESSION OF PROPERTY | 1 |
| RESIDENTIAL CHECK | 3 |
| ROAD CLOSURE | 1 |
| SEARCH CONDUCTED BY LAW AGENCY | 3 |
| SERVE CIVIL PAPER | 5 |
| SERVE CRIMINAL CIVIL SUBPOENA | 1 |
| SERVE CRIMINAL SUMMONS | 2 |
| SERVE DOMESTIC VIOL ORDER | 1 |
| SERVE WARRANT | 2 |
| SUICIDAL THREAT EPD | 2 |
| SUSPICIOUS CIRCUMSTANCES | 8 |
| SUSPICIOUS PERSON | 5 |
| SUSPICIOUS VEHICLE | 27 |
| TRAFFIC DIRECT CONTROL | 3 |
| TRAFFIC HAZARD | 3 |
| TRAFFIC STOP | 23 |

| <u>Event Type</u> | <u>Total</u> |
|-----------------------------|--------------|
| TRAFFIC VIOLATION COMPLAINT | 8 |
| TRESPASSING UNWANTED SUBJ | 1 |
| VEHICLE FIRE EFD | 2 |
| WELL BEING CHECK | 2 |

Total Calls for Month: 774

**TOWN OF WEDDINGTON
REVENUE & EXPENDITURE STATEMENT BY DEPARTMENT**

FY 2014-2015

| | 12/01/2014 TO 12/31/2014 | | | |
|--|--------------------------|---------------------|-----------------|---------------------|
| | <u>CURRENT PERIOD</u> | <u>YEAR-TO-DATE</u> | <u>BUDGETED</u> | <u>% BUDGET REM</u> |
| REVENUE: | | | | |
| 10-3101-110 AD VALOREM TAX - CURRENT | 219,600.33 | 842,226.04 | 990,000.00 | 15 |
| 10-3102-110 AD VALOREM TAX - 1ST PRIOR Y | 68.42 | 1,704.76 | 7,000.00 | 76 |
| 10-3103-110 AD VALOREM TAX - NEXT 8 YRS | 186.83 | 1,781.33 | 2,000.00 | 11 |
| 10-3110-121 AD VALOREM TAX - MOTOR VEH | 5,885.85 | 31,423.80 | 54,000.00 | 42 |
| 10-3115-180 TAX INTEREST | 15.27 | 228.20 | 2,250.00 | 90 |
| 10-3231-220 LOCAL OPTION SALES TAX REV - | 25,061.79 | 102,901.44 | 275,000.00 | 63 |
| 10-3322-220 BEER & WINE TAX | 0.00 | 0.00 | 38,750.00 | 100 |
| 10-3324-220 UTILITY FRANCHISE TAX | 118,222.85 | 211,351.93 | 400,000.00 | 47 |
| 10-3340-400 ZONING & PERMIT FEES | 3,185.00 | 26,305.00 | 25,000.00 | -5 |
| 10-3350-400 SUBDIVISION FEES | 0.00 | 76,890.00 | 77,500.00 | 1 |
| 10-3830-891 MISCELLANEOUS REVENUES | 50.00 | 510.00 | 1,500.00 | 66 |
| 10-3831-491 INVESTMENT INCOME | 0.00 | 496.83 | 7,500.00 | 93 |
| TOTAL REVENUE | 372,276.34 | 1,295,819.33 | 1,880,500.00 | 31 |
| AFTER TRANSFERS | 372,276.34 | 1,295,819.33 | 1,880,500.00 | |
| 4110 GENERAL GOVERNMENT | | | | |
| EXPENDITURE: | | | | |
| 10-4110-126 FIRE DEPT SUBSIDIES | 62,718.75 | 376,312.50 | 752,625.00 | 50 |
| 10-4110-127 FIRE DEPARTMENT GRANT | 33,300.00 | 703,095.28 | 712,975.00 | 1 |
| 10-4110-128 POLICE PROTECTION | 0.00 | 121,123.77 | 243,850.00 | 50 |
| 10-4110-192 ATTORNEY FEES - GENERAL | 2,945.28 | 50,021.35 | 125,000.00 | 60 |
| 10-4110-195 ELECTION EXPENSE | 0.00 | 0.00 | 5,000.00 | 100 |
| 10-4110-340 EVENTS & PUBLICATIONS | 0.00 | 2,679.11 | 9,000.00 | 70 |
| 10-4110-341 WEDDINGTON FESTIVAL | -225.00 | -3,421.06 | 5,000.00 | 168 |
| 10-4110-342 HOLIDAY/TREE LIGHTING | 1,983.22 | 2,668.67 | 6,500.00 | 59 |
| 10-4110-343 EASTER EGG HUNT | 0.00 | 0.00 | 500.00 | 100 |
| 10-4110-344 OTHER COMMUNITY EVENTS | 0.00 | 16.01 | 750.00 | 98 |
| 10-4110-495 OUTSIDE AGENCY FUNDING | 0.00 | 3,799.09 | 3,800.00 | 0 |
| TOTAL EXPENDITURE | 100,722.25 | 1,256,294.72 | 1,865,000.00 | 33 |
| BEFORE TRANSFERS | -100,722.25 | -1,256,294.72 | -1,865,000.00 | |
| AFTER TRANSFERS | -100,722.25 | -1,256,294.72 | -1,865,000.00 | |
| 4120 ADMINISTRATIVE | | | | |
| EXPENDITURE: | | | | |
| 10-4120-121 SALARIES - CLERK | 6,073.93 | 36,682.72 | 72,500.00 | 49 |
| 10-4120-123 SALARIES - TAX COLLECTOR | 3,526.61 | 20,590.90 | 43,500.00 | 53 |
| 10-4120-124 SALARIES - FINANCE OFFICER | 790.99 | 5,130.16 | 11,525.00 | 55 |
| 10-4120-125 SALARIES - MAYOR & TOWN COU | 2,100.00 | 12,600.00 | 25,200.00 | 50 |
| 10-4120-181 FICA EXPENSE | 951.67 | 5,714.54 | 12,250.00 | 53 |
| 10-4120-182 EMPLOYEE RETIREMENT | 1,454.46 | 8,676.88 | 18,150.00 | 52 |
| 10-4120-183 EMPLOYEE INSURANCE | 1,985.50 | 11,913.27 | 23,275.00 | 49 |
| 10-4120-184 EMPLOYEE LIFE INSURANCE | 29.68 | 178.08 | 375.00 | 53 |
| 10-4120-185 EMPLOYEE S-T DISABILITY | 24.00 | 144.00 | 300.00 | 52 |
| 10-4120-191 AUDIT FEES | 0.00 | 0.00 | 8,500.00 | 100 |
| 10-4120-193 CONTRACT LABOR | 0.00 | 8,500.00 | 23,000.00 | 63 |
| 10-4120-200 OFFICE SUPPLIES - ADMIN | 301.58 | 2,601.06 | 25,500.00 | 90 |
| 10-4120-210 PLANNING CONFERENCE | 0.00 | 186.51 | 2,500.00 | 93 |
| 10-4120-321 TELEPHONE - ADMIN | 188.00 | 1,199.26 | 4,000.00 | 70 |
| 10-4120-325 POSTAGE - ADMIN | -94.56 | 800.94 | 4,200.00 | 81 |
| 10-4120-331 UTILITIES - ADMIN | 13.43 | 1,164.85 | 4,725.00 | 75 |

**TOWN OF WEDDINGTON
REVENUE & EXPENDITURE STATEMENT BY DEPARTMENT**

FY 2014-2015

12/01/2014 TO 12/31/2014

| | <u>CURRENT PERIOD</u> | <u>YEAR-TO-DATE</u> | <u>BUDGETED</u> | <u>% BUDGET REM</u> |
|---|-----------------------|---------------------|-----------------|---------------------|
| 10-4120-351 REPAIRS & MAINTENANCE - BUIL | 714.00 | 909.00 | 20,000.00 | 95 |
| 10-4120-352 REPAIRS & MAINTENANCE - EQU | 3,405.74 | 37,616.05 | 58,000.00 | 35 |
| 10-4120-354 REPAIRS & MAINTENANCE - GRO | 0.00 | 13,325.00 | 52,950.00 | 75 |
| 10-4120-355 REPAIRS & MAINTENANCE - PES | 0.00 | 110.00 | 1,000.00 | 89 |
| 10-4120-356 REPAIRS & MAINTENANCE - CUS | 400.00 | 2,200.00 | 6,250.00 | 65 |
| 10-4120-370 ADVERTISING - ADMIN | 84.50 | 489.10 | 1,000.00 | 51 |
| 10-4120-397 TAX LISTING & TAX COLLECTION | 90.92 | 176.11 | 1,000.00 | 82 |
| 10-4120-400 ADMINISTRATIVE:TRAINING | 0.00 | 89.00 | 4,100.00 | 98 |
| 10-4120-410 ADMINISTRATIVE:TRAVEL | 122.19 | 1,097.14 | 6,500.00 | 83 |
| 10-4120-450 INSURANCE | 0.00 | 16,128.94 | 12,000.00 | -34 |
| 10-4120-491 DUES & SUBSCRIPTIONS | 300.00 | 13,776.81 | 18,000.00 | 23 |
| 10-4120-498 GIFTS & AWARDS | 0.00 | 149.96 | 1,500.00 | 90 |
| 10-4120-499 MISCELLANEOUS | 824.84 | 3,142.36 | 5,000.00 | 37 |
| TOTAL EXPENDITURE | 23,287.48 | 205,292.64 | 466,800.00 | 56 |
| | | | | |
| BEFORE TRANSFERS | -23,287.48 | -205,292.64 | -466,800.00 | |
| | | | | |
| AFTER TRANSFERS | -23,287.48 | -205,292.64 | -466,800.00 | |
| | | | | |
| 4130 PLANNING & ZONING | | | | |
| EXPENDITURE: | | | | |
| 10-4130-121 SALARIES - ZONING ADMINISTR | 4,502.56 | 27,015.36 | 55,350.00 | 51 |
| 10-4130-122 SALARIES - ASST ZONING ADMIN | 119.34 | 1,067.54 | 2,250.00 | 53 |
| 10-4130-123 SALARIES - RECEPTIONIST | 1,812.74 | 10,333.00 | 24,150.00 | 57 |
| 10-4130-124 SALARIES - PLANNING BOARD | 425.00 | 2,350.00 | 5,200.00 | 55 |
| 10-4130-125 SALARIES - SIGN REMOVAL | 278.43 | 1,551.24 | 5,000.00 | 69 |
| 10-4130-181 FICA EXPENSE - P&Z | 546.08 | 3,237.36 | 9,100.00 | 64 |
| 10-4130-182 EMPLOYEE RETIREMENT - P&Z | 956.76 | 5,667.32 | 12,000.00 | 53 |
| 10-4130-183 EMPLOYEE INSURANCE | 1,985.50 | 11,913.00 | 25,000.00 | 52 |
| 10-4130-184 EMPLOYEE LIFE INSURANCE | 20.44 | 122.64 | 300.00 | 59 |
| 10-4130-185 EMPLOYEE S-T DISABILITY | 12.00 | 72.00 | 150.00 | 52 |
| 10-4130-193 CONSULTING | -5,098.50 | 4,502.19 | 10,000.00 | 55 |
| 10-4130-194 CONSULTING - COG | 0.00 | 0.00 | 14,250.00 | 100 |
| 10-4130-200 OFFICE SUPPLIES - PLANNING & | 176.71 | 2,538.82 | 5,000.00 | 49 |
| 10-4130-201 ZONING SPECIFIC OFFICE SUPPLI | 0.00 | 0.00 | 2,500.00 | 100 |
| 10-4130-215 HISTORIC PRESERVATION | 0.00 | 717.02 | 3,000.00 | 76 |
| 10-4130-321 TELEPHONE - PLANNING & ZONI | 188.00 | 1,199.25 | 4,000.00 | 70 |
| 10-4130-325 POSTAGE - PLANNING & ZONING | -63.36 | -677.86 | 4,200.00 | 116 |
| 10-4130-331 UTILITIES - PLANNING & ZONING | 13.44 | 1,164.88 | 4,725.00 | 75 |
| 10-4130-370 ADVERTISING - PLANNING & ZON | 78.20 | 270.30 | 1,000.00 | 73 |
| TOTAL EXPENDITURE | 5,953.34 | 73,044.06 | 187,175.00 | 61 |
| | | | | |
| BEFORE TRANSFERS | -5,953.34 | -73,044.06 | -187,175.00 | |
| | | | | |
| AFTER TRANSFERS | -5,953.34 | -73,044.06 | -187,175.00 | |
| | | | | |
| GRAND TOTAL | 242,313.27 | -238,812.09 | -638,475.00 | |

TOWN OF WEDDINGTON
BALANCE SHEET

FY 2014-2015

PERIOD ENDING: 12/31/2014

10

ASSETS

ASSETS

| | |
|---|--------------|
| 10-1120-000 TRINITY CHECKING ACCOUNT | 825,835.51 |
| 10-1120-001 TRINITY MONEY MARKET | 1,102,142.55 |
| 10-1170-000 NC CASH MGMT TRUST | 530,109.39 |
| 10-1211-001 A/R PROPERTY TAX | 198,961.56 |
| 10-1212-001 A/R PROPERTY TAX - 1ST YEAR PRIOR | 7,645.94 |
| 10-1212-002 A/R PROPERTY TAX - NEXT 8 PRIOR YRS | 14,401.20 |
| 10-1232-000 SALES TAX RECEIVABLE | 667.42 |
| 10-1610-001 FIXED ASSETS - LAND & BUILDINGS | 828,793.42 |
| 10-1610-002 FIXED ASSETS - FURNITURE & FIXTURES | 23,513.12 |
| 10-1610-003 FIXED ASSETS - EQUIPMENT | 125,355.42 |
| 10-1610-004 FIXED ASSETS - INFRASTRUCTURE | 26,851.01 |
| TOTAL ASSETS | 3,684,276.54 |

LIABILITIES & EQUITY

LIABILITIES

| | |
|--|------------|
| 10-2110-000 ACCOUNTS PAYABLE | 84.84 |
| 10-2120-000 BOND DEPOSIT PAYABLE | 44,791.25 |
| 10-2620-000 DEFERRED REVENUE - DELQ TAXES | 7,645.94 |
| 10-2625-000 DEFERRED REVENUE - CURR YR TAX | 198,961.56 |
| 10-2630-000 DEFERRED REVENUE-NEXT 8 | 14,401.20 |
| TOTAL LIABILITIES | 265,884.79 |

EQUITY

| | |
|---|--------------|
| 10-2620-001 FUND BALANCE - UNASSIGNED | 1,893,586.77 |
| 10-2620-003 FUND BALANCE-ASSIGNED | 568,000.00 |
| 10-2620-004 FUND BALANCE-INVEST IN FIXED ASSETS | 1,004,512.97 |
| 10-2620-005 CURRENT YEAR EQUITY YTD | 200,044.32 |
| CURRENT FUND BALANCE - YTD NET REV | -238,812.11 |
| TOTAL EQUITY | 3,427,331.95 |

TOTAL LIABILITIES & FUND EQUITY 3,693,216.74

TOWN OF WEDDINGTON

MEMORANDUM

TO: Mayor and Town Council

FROM: Kim Woods, Tax Collector

DATE: January 12, 2015

SUBJECT: Monthly Report –December 2014

| | |
|---|---------------|
| Transactions: | |
| Adjustment under \$5.00 | \$(.42) |
| Balance Adjustments (CC fees) | \$168.30 |
| Overpayments | \$(646.56) |
| Penalties and Interest | \$(73.56) |
| Refunds | \$2449.29 |
| | |
| | |
| Taxes Collected: | |
| 2009 | \$(39.47) |
| 2010 | \$(39.47) |
| 2011 | \$(39.47) |
| 2012 | \$(68.42) |
| 2013 | \$(68.42) |
| 2014 | \$(223699.75) |
| As of December 31, 2014; the following taxes remain Outstanding: | |
| 2002 | \$82.07 |
| 2003 | \$129.05 |
| 2004 | \$122.90 |
| 2005 | \$252.74 |
| 2006 | \$56.80 |
| 2007 | \$144.42 |
| 2008 | \$1330.77 |
| 2009 | \$1281.43 |
| 2010 | \$1503.20 |
| 2011 | \$2477.78 |
| 2012 | \$7020.04 |
| 2013 | \$7645.94 |

| | |
|---------------------------|--------------------|
| 2014 | \$198961.56 |
| Total Outstanding: | \$221008.70 |

*Waiting for Auditors Instructions to Write-Off 2002-2004 taxes