



**Town of Valdese  
Town Council Meeting  
Valdese Town Hall  
102 Massel Avenue SW, Valdese  
Monday, June 1, 2020  
6:00 P.M.**

- 1. Call Meeting to Order**
- 2. Invocation**
- 3. Pledge of Allegiance**

**4. Informational Items:**

- A. Communication Notes
- B. Reading Material

**5. Open Forum/Public Comment**

**6. Consent Agenda**

All items below are considered to be routine by the Town Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests. In which event, the item will be removed from the Consent Agenda and considered under Item 7.

- A. Approval of Regular Meeting Minutes of May 4, 2020
- B. Approval of Valdese ABC Board Travel Policy
- C. VEDIC Board of Directors Appointments
- D. Coronavirus Relief Funds

**7. New Business**

- A. Presentation of FY 2020-2021 Proposed Budget and Scheduling of Public Hearing for Monday, June 29, 2020
- B. Public Hearing for Conditional Use Permit Application #1-3-20 Pine Crossing(Crowhill Park)
- C. Public Hearing for Conditional Use Permit Application #2-3-20 Tron Place (Stroup)
- D. Update to the Position Grade Schedule
- E. Budget Amendment

**8. Manager's Report**

- A. Next Regular Council meeting scheduled for Monday, June 29, 2020, 6 p.m.

**9. Mayor and Council Comments**

**10. Adjournment**

## COMMUNICATION NOTES

**To:** Mayor Black  
Town Council

**From:** Seth Eckard, Town Manager

**Date:** May 29, 2020

**Subject:** Monday, June 1, 2020 Council Meeting

### 6. Consent Agenda

#### A. Approval of Regular Meeting Minutes of May 4, 2020

#### B. Approval of Valdese ABC Board Travel Policy

Enclosed in the agenda packet is the Valdese ABC Board Travel Policy for FY 20-21. It is required that the appointing authority annually approve the policy as the Valdese ABC Board does not use the state's ABC travel policy. After approval, the Clerk will certify the minutes, and Ms. Caruso will submit the approved policy to the ABC Commission in Raleigh.

#### C. VEDIC Board of Directors Appointments

The VEDIC Board of Directors recommends the appointment of Nancy Page (first term), who will replace Kevin Frederick, and Suzanne Wallace (first term), who replaces Eddie McGimsey, to the VEDIC Board. The three-year-terms will expire on July 1, 2023.

#### D. Coronavirus Relief Funds

Enclosed in the agenda packet is a memo from Finance Director Bo Weichel regarding an Agreement with Burke County. The State of North Carolina has appropriated \$150 million to be distributed to county governments from the Coronavirus Relief Fund (CRF) established under the CARES Act. Under such legislation, Burke County's share of such funds is estimated to be \$1,772,221. The initial proposed allocation for the Town of Valdese is \$42,900. Staff recommends Council to approve the CRF agreement with Burke County.

### 7. New Business

#### A. FY 2020-2021 Proposed Budget and Scheduling of Public Hearing

Town Manager Seth Eckard will present the FY 2020-2021 Proposed Budget to Council.

**Requested Action:** Staff requests that Council set the Public Hearing date for Monday, June 29, 2020, 6:00 p.m., Valdese Town Hall.

#### B. Public Hearing for Conditional Use Permit Application #1-3-20 Pine Crossing(Crowhill Park)

Enclosed in the agenda packet is a memo from Planning Director Larry Johnson regarding Application #1-3-20 for the Western North Carolina Housing Partnership requesting a Conditional Use Permit to allow a 66-unit multi-family residential development at 605 Pineburr Ave. SW, Valdese, North Carolina in the R-8 Residential District. Sherry Long, Chairman of the Board with

the Western NC Housing Partnership and Bobby Funk with Mills Construction, will be at the meeting to present, following staff report.

**Requested Action:** Mayor Black will need to open the public hearing to accept public comment. Anyone wishing to speak will need to be sworn by the Deputy Town Clerk. Staff and the Planning Board are recommending that Council approve the Conditional Use Permit as presented. NOTE: Council will sit as a Quasi-judicial board during this hearing, and verbatim minutes will be prepared.

#### **C. Public Hearing for Conditional Use Permit Application #2-3-20 Tron Place(Stroup)**

Enclosed in the agenda packet is a memo from Planning Director Larry Johnson regarding Application #2-3-20 for the MC Morgan & Associates, Inc. requesting a Conditional Use Permit to allow a multi-family housing development at 251 Praley St. NW, Valdese, North Carolina, in the R-12A zoning district. Mark Morgan, Real-estate Developer, with MC Morgan & Associates, Inc. will be at the meeting to present, following staff report.

**Requested Action:** Mayor Black will need to open the public hearing to accept public comment. Anyone wishing to speak will need to be sworn by the Deputy Town Clerk. Staff and the Planning Board are recommending that Council approve the Conditional Use Permit as presented. NOTE: Council will sit as a Quasi-judicial board during this hearing, and verbatim minutes will be prepared.

#### **D. Update to the Position Grade Schedule**

Enclosed in the agenda packet is a memo from Town Manager Seth Eckard and HR Director Jessica Lail requesting approval of two new positions, Public Service Director & Assistant Public Works Director. The Pay Plan is also enclosed, and the new positions are highlighted in yellow.

**Requested Action:** Staff requests Council approve the Public Service Director & Assistant Public Works Director as presented.

#### **E. Budget Amendment**

Enclosed in the agenda packet is a budget amendment prepared by Finance Director Bo Weichel. This amendment will move funds into the appropriate accounts.

**Requested Action:** Staff requests that Council approve the budget amendment as presented.

# READING MATERIAL

**VALDESE FIRE DEPARTMENT - MONTHLY ACTIVITY REPORT****APRIL 1st-30th, 2020**

THE BELOW REPORT OUTLINES THE ACTIVITIES PERFORMED BY THE FIRE DEPARTMENT DURING THE MONTH OF APRIL, 2020. THE REPORT SHOWS THE AMOUNT OF TIME SPENT ON EACH ACTIVITY AND THE TYPE AND NUMBER OF EMERGENCY FIRE DEPARTMENT RESPONSES.

<b><u>ACTIVITY / FUNCTION</u></b>	<b><u>MONTHLY TOTAL</u></b>	
STATION DUTY	234 HOURS	
VEHICLE DUTY	190 HOURS	
EQUIPMENT DUTY	72 HOURS	
EMERGENCY RESPONSES (ON DUTY)	69 HOURS	
TRAINING (ON DUTY)	57 HOURS	
FIRE ADMINISTRATION	185 HOURS	
TRAINING ADMINISTRATION	32 HOURS	
MEETINGS	5 HOURS	
FIRE PREVENTION ADMINISTRATION	5 HOURS	
FIRE PREVENTION INSPECTIONS	1 HOURS	
<b><u>TYPE</u></b>	<b><u>NUMBER OF INSPECTIONS</u></b>	<b><u>VIOLATIONS</u></b>
ASSEMBLY	0	0
BUSINESS	0	0
EDUCATIONAL	0	0
FACTORY/INDUSTRIAL	0	0
HAZARDOUS	0	0
INSTITUTIONAL	1	0
MERCANTILE	0	0
RESIDENTIAL	0	0
STORAGE	0	0
UTILITY/MISC	0	0
REINSPECTIONS	0	0
<b>TOTAL:</b>	<b>1</b>	<b>0</b>
PUBLIC RELATIONS	6 HOURS	
HYDRANT MAINTENANCE	53 HOURS	
SAFETY ADMINISTRATION	37 HOURS	
SAFE KIDS ADMIN/CRS INSPECTIONS	1 HOURS	
EXTRA DUTY FIRES	42 HOURS	
NON-DEPARTMENTAL DUTIES	1 HOURS	
EXTRA DUTY TRAINING	1 HOURS	
EXTRA DUTY FIRE/MED STANDBY	0 HOURS	
PHYSICAL TRAINING	73 HOURS	
EXTRA DUTY MEDICAL RESPONSES	25 HOURS	
VOLUNTEER FIREFIGHTER TRAINING	34 HOURS	
<b>TOTAL TRAINING MANHOURS:</b>	<b>92 HOURS</b>	

**FIRE DEPARTMENT EMERGENCY RESPONSES:**

<b><u>FIRE:</u></b>	<b><u>MONTHLY TOTAL</u></b>
FIRE ALARM	6
CARBON MONOXIDE ALARM	0
ODOR/SMOKE INVESTIGATION	1
MUTUAL AID TO STATION 63	2
MUTUAL AID TO STATION 67	1
MUTUAL AID TO STATION 74	0
STRUCTURE FIRE	0
OUTSIDE FIRE	1
STANDBY	0
SERVICE CALLS	5
TREE DOWN	3
ELECTRICAL HAZARD	<u>4</u>
	<b>23</b>
<b><u>MEDICAL:</u></b>	
ABDOMINAL PAIN	0
ALLERGIC REACTION	0
ANIMAL BITE	0
ASSAULT	0
ASSIST EMS	0
BACK PAIN	0
CANCELLED ENROUTE	0
CARDIAC	1
CHEST PAIN	3
CHOKING	0
CODE BLUE	0
DIABETIC	0
DOA	1
FAINTING	0
FALL	9
GUNSHOT	0
LACERATION/HEMORRAGE	1
OTHER	5
OVERDOSE/INTOXICATED	0
PREGNACY	0
PSYCHIATRIC	1
RESPIRATORY	2
SEIZURE	1
SICK	2
STABBING	0
STROKE	1
TRAUMATIC INJURY	0
UNCONSCIOUS	<u>2</u>
	<b>29</b>
<b><u>FIRE AND MEDICAL:</u></b>	
MOTOR VEHICLE ACCIDENT	2
<b><u>TOTAL RESPONSES:</u></b>	<b><u>54</u></b>

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GREG STAFFORD, CHIEF  
VALDESE FIRE DEPARTMENT



## TOWN OF VALDESE, NC

# ADVANCED METERING INFRASTRUCTURE IMPLEMENTATION PROJECT

## MONTHLY PROJECT SUMMARY REPORT

May 2020

Prepared by:



703 W. Johnson St.  
Raleigh, NC 27603

## I. PROJECT SUMMARY

### Overall Project Completion:

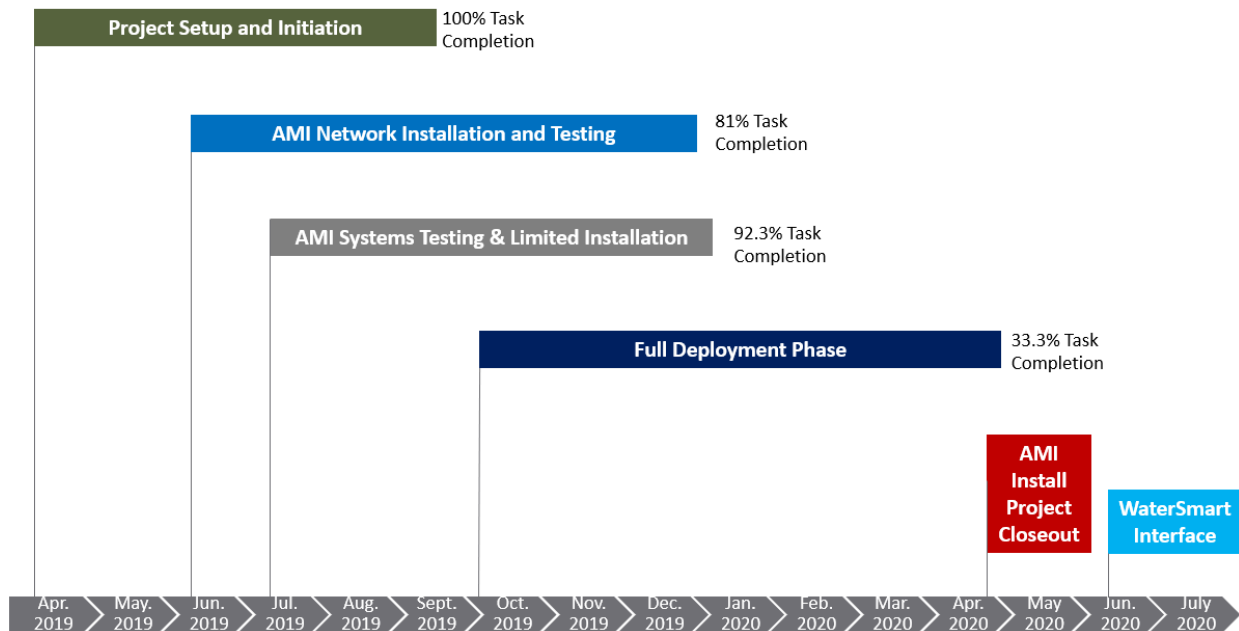


Figure 1. Town of Valdese AMI Project Progression Status

- Tasks for network install and testing were scheduled to have been completed, but the build-out of the initial network design is still in progress; refer to next section for more information
- The project timeline has been impacted by COVID-19, but the project team is working to complete the project diligently, while closely managing the timeline

## II. NETWORK

- 97.7% of installed meters are reporting over 3-day window; pending recently installed meters to report on network which should increase performance read rate

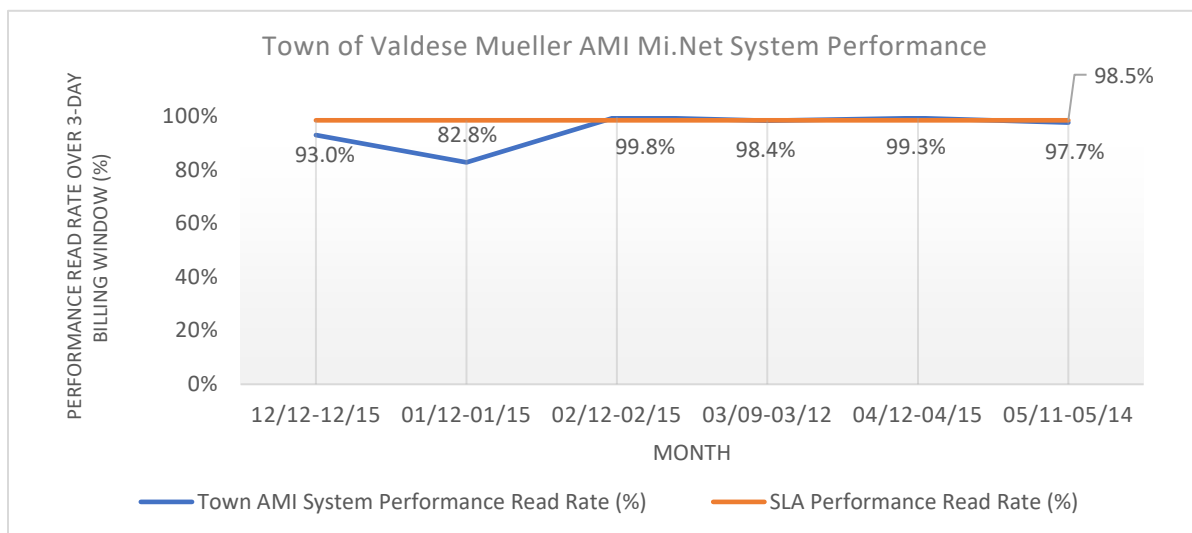


Figure 2. Town of Valdese AMI Network Performance Summary



- Collectors are operating and reporting on the network
  - One active alert being resolved by Mueller and does not affect performance
- Repeaters are operating and reporting on the network
- Updated prop study completed last month to provide network coverage for areas that were not included in initial prop study
  - Resulted in 5 additional repeaters to be installed; see area highlighted in map

**Mi.Hubs: 11** device(s), **1** active alert(s)

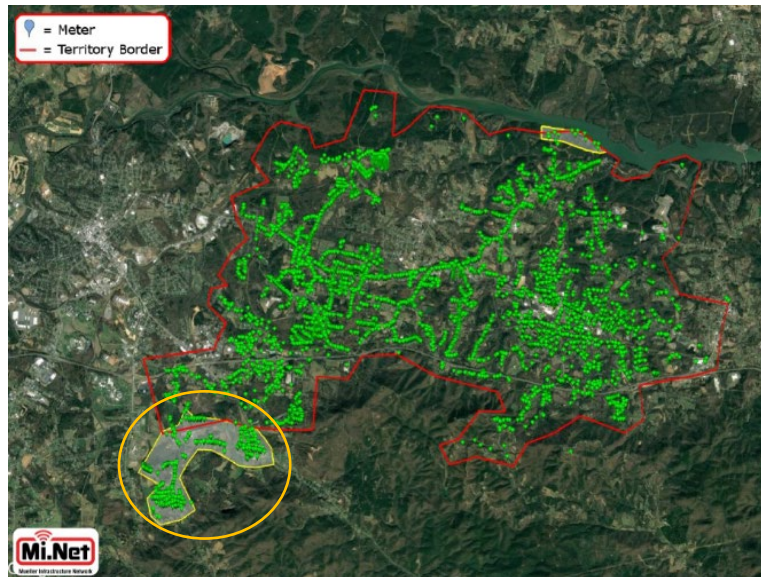
**Mi.Repeaters: 38** device(s), **0** active alert(s)


Figure 3. Revised Town of Valdese Network Propagation Study Design

### III. INSTALLATION/EQUIPMENT

- Routes Completed: 47, 32, 61, 43, 45, 25, 26, 31, 48, 51, 2, 3
- In Progress: Routes 4, 5, 8
- Next Route: 6
- MeterSYS completed QC audits for Routes 48 and 51 with no major issues; next routes are 2 and 3

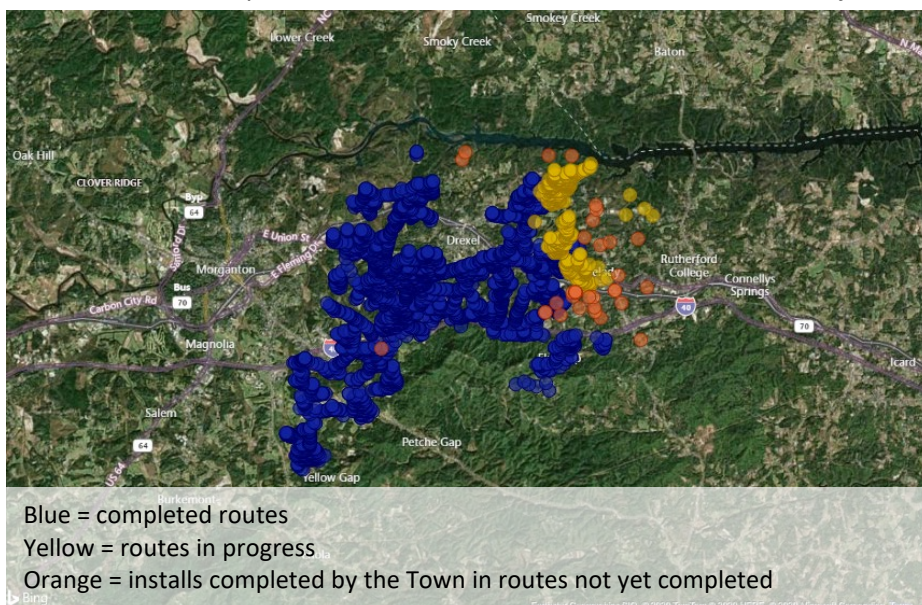


Figure 4. Town of Valdese Install Progression Map (as of 5/14)

**3,912**

Meter Installs Completed (as of 5/14)

METER SIZE	TOTAL INSTALLS
5/8" X 3/4"	3838
1"	42
1.5"	8
2"	13
3"	4
4"	6
6"	1
8"	0
10"	0

Figure 5. AMI Meter Installations by Size

## IV. EQUIPMENT AND INVENTORY

- Large meter rightsizing analysis completed by Mueller, recommendations provide to Town
- Additional 1" meters, nodes, and TTLA's required; change orders approved by Town

## V. SYSTEMS INTEGRATION

- Software Integration Signoff package submitted to Town, pending Town review and feedback
- Mi.Net Tier-2 training postponed until further notice (due to Covid-19)
- WaterSmart Integration: pending review of SaaS agreement by Town attorney

## VI. FINANCIALS MANAGEMENT

- Reimbursement Request (RR) #7 submitted by Town
- Next Pay Request for \$45,096.60 submitted to Town for review; will be included in RR #8
- Change Order for additional 1" meters included on most recent Pay Request; other change orders will be reflected on future Pay Requests
- Table below show the project spend by category

DESCRIPTION	VENDOR/ PRIME	APPROPRIATION	PERCENT EXPENDED	EXPENDED FUNDS	REMAINING FUNDS
SYSTEM IMPROVEMENTS	MUELLER	\$ 1,990,880.63	93%	\$1,851,538.34	\$139,342.29
PROJECT MANAGEMENT	METERSYS	\$ 198,742.50	65%	\$ 128,200.42	\$ 70,542.08
CONTINGENCY / CHANGE ORDER		\$ 119,329.37	7%	\$ 8,889.00	\$110,440.37
GRANT ADMINISTRATION	WEST	\$ 26,808.50	22%	\$ 6,022.00	\$ 20,786.50
TOTAL		\$ 2,335,761.00	85%	\$1,994,649.76	\$341,111.24

Table 1. Valdese AMI Project Financials Summary

## VII. UPCOMING ACTIVITIES

- Ongoing project status calls every Wednesday at 10:30AM

[illegible]

May 4, 2020, MB#31

**TOWN OF VALDESE  
TOWN COUNCIL REGULAR MEETING  
May 4, 2020**

The Town of Valdese Town Council met electronically via Zoom on Monday, April 6, 2020, at 6:00 p.m. The following were electronically present: Mayor John F. "Chip" Black, Jr., Councilman Keith Ogle, Councilwoman Frances Hildebran, Councilwoman Susan Stevenson, Councilman J. Andrew Thompson, and Councilman Roy F. Sweezy. Also present were: Town Attorney Marc Mitchell, Town Manager Seth Eckard, Deputy Town Clerk Jessica Lail, and various department heads.

Absent: None

A quorum was present.

Mayor Black called the meeting to order at 6:02 p.m.

**OPEN FORUM/PUBLIC COMMENT:** Citizens were asked to submit their public comments through a form on the Town's website. No public comments were submitted to the Deputy Town Clerk.

**CONSENT AGENDA:** (enacted by one motion)

**APPROVED REGULAR MEETING MINUTES OF APRIL 6, 2020**

**SET PUBLIC HEARING DATE FOR CONDITIONAL USE PERMIT APPLICATION #1-3-20 PINE CROSSING (CROWHILL PARK)** Staff requests Monday, June 1, 2020, as the date to hold a public hearing for Conditional use permit application #1-3-20.

**SET PUBLIC HEARING DATE FOR CONDITIONAL USE PERMIT APPLICATION #2-3-20 TRON PLACE (STROUP)** Staff requests Monday, June 1, 2020, as the date to hold a public hearing for Conditional use permit application #2-3-20.

**APPROVED UPDATED PERSONNEL POLICY** David Hill from Piedmont Triad Regional Council consulted with the Town Manager and HR Director on updating the Town of Valdese Personnel Policy.

Councilman Ogle made a motion to approve the aforementioned items on the Consent Agenda, seconded by Councilwoman Hildebran. The vote was unanimous.

***End Consent Agenda***

**ITEMS REMOVED FROM CONSENT AGENDA:** None

**PUBLIC HEARING FOR TEXT AMENDMENT TO VALDESE ZONING ORDINANCE-OFF STREET PARKING** Mayor Black opened the Public Hearing. Planning Director Larry Johnson presented the following proposed changes in red and definitions to the Valdese Zoning Ordinance for Off-Street Parking. Mr. Johnson explained that this would not impact existing parking for residential. Mr. Johnson said this would apply to new housing construction going forward if approved. Mr. Johnson explained that this represents the minimal parking spaces, but the developer can increase the parking space number.

<b>9-3074 Schedule of Parking Spaces</b>
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Off-street parking spaces shall be provided and permanently maintained by the owners and occupants of the following types of property uses as follows:

<u>Use Classification</u>	<u>Parking Space Requirement</u>
<b>Single Family Residential</b>	2 spaces for each dwelling unit
<b>Duplex</b>	2 per unit
<b>Group Living Facility</b>	1 per 4 residents
<b>Senior Housing</b>	1 per unit
<b>Multi-family</b>	1.5 per unit
Commercial	1 space for each 500 square feet of gross floor area
Industrial	1 space for each 500 square feet of gross floor area
Office	1 space for each 500 square feet of gross floor area
Warehouse	1 space for each 4,000 square feet of gross floor area
Civic (i.e. churches, fraternal organizations, etc.)	1 space for each 500 square feet of gross floor area
High Schools or Colleges and Universities campuses (auditoriums, Stadiums, gymnasiums, assembly halls)	1 space for each 10 fixed seats and 1 space for each 10 moveable seats in the largest assembly area

<b>9-3012 Definitions</b>
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Definitions to be added are as follows:

**Group Living:** The residential occupancy of a structure by a group of people, who do not meet the characteristics of Dwelling, multiple or multi-family. The size of the group will be larger than the average size of a household. Tenancy is arranged on a month-to-month basis, or for a longer period. Uses where tenancy may be arranged for shorter periods are generally not considered group living. Generally, Group Living structures have a common eating area for residents. The residents may or may not receive any combination of care, training or treatment, as long as they also reside at the site.

**Senior Housing:** Multi-family housing designed for and occupied by persons 55 years of age or older.

**Parking, Off-Street:** Space located outside of any street right-of-way or easement and designed to accommodate the parking of motorized domestic and commercial vehicles.



**May 4, 2020, MB#31**

Councilman Ogle asked Mr. Johnson if there would be two parking spaces available at the housing across from the BP station. Mr. Johnson shared if that housing were approved, they would have to provide one and a half parking spaces. Mr. Johnson shared that the possible Senior Housing on Praley St. would have to provide one parking space. Councilwoman Stevenson expressed concern that one parking space would not be enough. Mr. Johnson shared that this would be the minimum requirement that the developer could provide more. Councilwoman Hildebran stated that she had a conversation with Mr. Johnson about her concern with the definition of Single Housing. Councilwoman Hildebran used the example of having a family with two teenagers, four cars but only having two parking spaces for each dwelling unit. Councilwoman Hildebran asked Mr. Johnson to explain the parking space requirement for Single-family housing. Mr. Johnson explained that if a new home is going up, they must provide a minimum of two parking spaces and that this does not affect what is currently built. Councilwoman Hildebran asked Mr. Johnson to define what one and a half spaces per unit means. Mr. Johnson used the example if a Multi-family, 60 unit housing was built under the current ordinance they would have to provide a minimum of 120 spaces, with the proposed new ordinance they would be required to provide 90 parking spaces.

Mayor Black asked Planning Director Larry Johnson and Deputy Town Clerk Jessica Lail if they received any public comments. No comments were received. Mayor Black closed the public hearing.

Councilman Sweezy made a motion to approve the Text Amendment to the Valdese Zoning Ordinance – Off-Street Parking, as presented, seconded by Councilman Ogle. The vote was unanimous.

**AWARD OF BID – MAIN STREET WATERLINE PROJECT** Public Service Director Greg Padgett presented a Resolution for an award of bid for the Main Street Waterline Replacement Project. Staff and McGill Associates, P.A., recommends awarding the bid to Iron Mountain Construction Co., Inc. in the amount of \$2,088,886.00. (Other bids: Hickory Sand Company, Inc. - \$2,762,965.00, Classic City Mechanical, Inc. - \$2,141,720.00, and Fuller & Co. Construction, LLC - \$2,068,457.05)

#### **TOWN OF VALDESE**

#### **RESOLUTION OF TENTATIVE AWARD OF THE BID MAIN ST. WATERLINE REPLACEMENT PROJECT (WIF-1955)**

**WHEREAS**, the Town of Valdese, North Carolina has received bids, pursuant to duly advertised notice therefore, for purchase and installation of the Approx. 3,000ft 8-inch Ductile- Iron Pipe (DIP) to Replace-in-Kind (RIK) Approx. 3,000 FT of existing 8-inch Cast-Iron Pipe (CIP);

2)Install Approx. 3,800 FT of Proposed 6-inch DIP to RIK Approx. 3,800 FT of Ex. 6-inch CIP and.,

3)Install Approx. 190 FT of Proposed 6-inch DIP to RIK Approx. 190 Feet of Ex. 2-inch Galvanized Steel, and

**WHEREAS**, the McGill Associates, P.A., (Engineer) has reviewed the bids; and

**WHEREAS**, the consulting Engineer recommends **TENTATIVE AWARD OF THE BID** to Iron Mountain Construction Co. Inc. as the lowest responsible bidder.

**WHEREAS**, the council has considered the basis for the consulting Engineer's recommendations as presented by the consulting Engineer to the council at its May 4, 2020, meeting; and

**WHEREAS**, the council has considered information presented to the council relating to the town's prior experience with Iron Mountain Construction Co. Inc.; and

**WHEREAS**, Iron Mountain Construction Co. was the lowest responsible bidder for the project to 1) Install Approx. 3,000ft 8-inch Ductile-Iron Pipe (DIP) to Replace-in-Kind (RIK) Approx. 3,000 FT of existing 8-inch Cast-iron Pipe (CIP); 2) Install Approx. 3,800 FT of Proposed 6-inch DIP to RIK Approx. 3,800 FT of Ex. 6-inch CIP and; 3) Install Approx. 190 FT of Proposed 6-inch DIP to RIK Approx. 190 Feet of Ex. 2-inch Galvanized Steel, in the total bid amount of \$2,088,886.00 and

**NOW, THEREFORE, BE IT RESOLVED** that **TENTATIVE AWARD OF THE BID** is made to Iron Mountain Construction Co. Inc. as the lowest responsible bidder with the Total Bid Amount of \$2,088,886.00.

<b>Name of Contractor</b>	<b>Amount</b>
1 <u>Classic City Mechanical</u>	<u>\$2,141,720.00</u>

May 4, 2020, MB#31

- |    |                                            |                       |
|----|--------------------------------------------|-----------------------|
| 2. | <u>Fuller &amp; Co., Construction, LLC</u> | <u>\$2,068,457.05</u> |
| 3. | <u>Hickory Sand Company Inc.</u>           | <u>\$2,762,965.00</u> |
| 4. | <u>Iron Mountain Construction Co. Inc.</u> | <u>\$2,088,886.00</u> |

**BE IT FURTHER RESOLVED that such AWARD** be contingent upon the approval of the North Carolina Department of Environmental Quality.

**Upon motion of \_\_\_\_\_, seconded by \_\_\_\_\_, the above RESOLUTION** was unanimously adopted.

**This is 4th day of May, 2020.**

\_\_\_\_\_  
John F. Black, Jr., Mayor  
(Seal)

**Attest:**

\_\_\_\_\_  
Town Clerk

Councilwoman Hildebran asked why we were not awarding the bid to the lowest bidder. Mr. Padgett explained that we were awarding the bid to the lowest responsible bidder after reviewing and per the recommendation of the engineer. R.J. Mozeley with McGill Associates, P.A. shared with Council how critical the Main Street Project will be for the Town and that the nature of the project is complex and will require strict adherence to the bid and contract documents. Mr. Mozeley explained he has had experience with Fuller & Co. Inc., with projects dealing with the City of Shelby. He explained there was some difficulty with Fuller not adhering to the contract documents. Mr. Mozeley also stated that the Main Street Bid documents required a list of references from all bidders to establish their responsibility. In reaching out to some of the references, one in particular, was related to a project in the Town of Fallston and in conjunction with Cleveland County Water that had issues with Fuller from early on in the project with maintaining the contract documents. In looking further, Fuller had two instances where they had liquidated damages assessed for their projects, one being for the project in Fallston and the other for a project in the City of Charlotte. Mr. Mozeley explained with the Town's project, time is of the essence because it is located on Main Street. Town Manager Seth Eckard also contacted one of the references, and it was in line with Mr. Mozeley's findings. Councilman Ogle asked Town Attorney Marc Mitchell if he was comfortable with this legally. Town Attorney Marc Mitchell shared that it is within the Town's discretion as to who the responsible lowest bidder would be. He shared that Council is supposed to take into consideration skill judgment, integrity, financial resources, and ability. The Courts give the Council discretion on deciding this as long as there is a reasonable basis for deciding to go with the second-lowest bidder. Mr. Mitchell asked Public Service Director Greg Padgett to share what his experience has been with Iron Mountain in the past. Mr. Padgett shared that the Town just finished a project on St. Germain that Iron Mountain completed and no issues or phone calls from citizens were received. Iron Mountain also completed a large valve installation on the water transmission main from the Water Plant, and no issues occurred. Iron Mountain finished both projects on time, and the Town staff is very pleased with the work they have completed. Mayor Black reminded Council that issues have come up in the past where they went with the lowest bidder, and it did not turn out well. Councilwoman Hildebran expressed that she feels comfortable with the consultant's and staff's recommendation. Councilwoman Stevenson feels that this is an important street in Town, and it must be done correctly with good quality.

Councilwoman Hildebran made a motion to award the bid to Iron Mountain, Inc., in the amount of \$2,088,886.00, seconded by Councilwoman Stevenson. The vote was unanimous.

#### **RESOLUTION AUTHORIZING APPLICATION FOR GRANT FUNDING – CLINE PUMP STATION**

Public Service Director Greg Padgett presented a Resolution authorizing Town Manager Seth Eckard to sign for an application for grant funding from NC NEQ for the upgrading/refurbishment of the Cline Pump Station. Mr. Padgett shared that the pump station has had issues for many years and that the manholes would also be addressed.

May 4, 2020, MB#31

**RESOLUTION BY GOVERNING BODY OF APPLICANT**

**WHEREAS**, The Federal Clean Water Act Amendments of 1987 and the North Carolina the Water Infrastructure Act of 2005 (NCGS 159G) have authorized the making of loans and grants to aid eligible units of government in financing the cost of construction of wastewater collection system and

**WHEREAS**, The Town of Valdese has need for and intends to construct a, wastewater collection system, project described as Cline Avenue Basin & Pump Station Upgrades, and

**WHEREAS**, The Town of Valdese intends to request state (loan or grant) assistance for the project,

**NOW THEREFORE BE IT RESOLVED, BY THE VALDESE TOWN COUNCIL OF THE TOWN OF VALDESE:**

That Town of Valdese, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State (loan or grant) award.

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the governing body of the **Applicant** agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the Town of Valdese to make scheduled repayment of the loan, to withhold from the Town of Valdese any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.

That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That Seth Eckard, Town Manager, the **Authorized Official**, and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a (loan or grant) to aid in the construction of the project described above.

That the **Authorized Official**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the May 4, 2020 at Valdese, North Carolina.

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John F. Black, Jr., Mayor

**CERTIFICATION BY RECORDING OFFICER**

The undersigned duly qualified and acting Deputy Town Clerk of the Town of Valdese does hereby certify: That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the Valdese Town Council duly held on the 4th day of May, 2020; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have hereunto set my hand this 4th day of May, 2020.

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Jessica Lail, Deputy Town Clerk

Councilman Ogle made a motion to approve Resolution to apply for grant funding for the Cline Pump Station, seconded by Councilman Sweezy. The vote was unanimous.

**FY 20-21 BUDGET GENERAL DISCUSSION & RECOMMENDATIONS** Mayor Black asked that this item be put on the agenda since the Budget Workshop was cancelled due to COVID-19. Mayor Black shared that one of the biggest issues right now is health insurance and introduced Dwayne Wilson of Dwayne



**May 4, 2020, MB#31**

Wilson Insurance & Financial Services to share what he knows right now with insurance renewals. Mr. Wilson discussed Blue Cross Blue Shield's tentative renewal quote at 17% and informed Council that our coverage is also being discussed with United Healthcare. Mr. Wilson shared that some larger claims have come in for April, which will have some effect on the quote. There are options to bundle medical, dental, and eye insurance to get a discount. Mr. Wilson will update staff as soon as the final quotes are received for Council and Staff to make a decision.

Mayor Black asked Council if they had any other questions regarding the budget. Councilman Sweezy shared for consideration that a one-cent increase in taxes would add \$36,000 to the budget. A three-cent increase would add \$108,000, which would give the Town more money to work with, and we would not have to cut anything else. Councilman Thompson asked the Mayor and Council how the citizens would feel about getting a three-cent tax increase. Councilwoman Stevenson thinks it would be very difficult at this time for citizens. Mayor Black shared that he has been in contact with Burke County in regards to their budget and understands that there may be money out there for Municipalities. Mayor Black shared that we may have to relook at our budget in January and adjust because we do not know how COVID-19 is going to affect us. Councilwoman Hildebran asked Town Manager Seth Eckard to explain our paving plan and asked if we would be getting any State money. Seth Eckard does not want to delay the capital project of paving due to the NC DOT projects being low and bids coming in low and feels this same trend will continue. Mr. Eckard knows that the federal government passed funding for cities with at least 500,000 citizens, which we would not qualify for. Mr. Eckard shared we may be eligible for some FEMA reimbursements, but it would not be a lot of money.

**MANAGER'S REPORT:** Town Manager Seth Eckard made the following announcements:

Community Affairs has created a new Downtown Valdese website. The website can be found at [www.downtownvaldese.com](http://www.downtownvaldese.com).

The Old Rock School's Waldensian Room is currently under renovations.

Town Offices Will Be Closed Monday, May 25, 2020, in observance of the Memorial Day.

Town Manager Seth Eckard asked Planning Director Larry Johnson to give Council an update on the Deal property at 909 Main St. SW. Mr. Johnson shared that the sale of the property is complete. The new property owner is aware of the violations on the house and has already started making plans for renovation. The new owner has shared that the renovations will take approximately 12 – 18 months. His immediate attention will be given to the exterior. Mr. Johnson shared that he spoke with Code Enforcement Officer Todd Justice, and he has a seven-step process to go through with the new owner since there are current violations on the property.

Town Manager Seth Eckard asked Public Service Director Greg Padgett to give Council an update on the dog issue on Dixie Ave. Mr. Padgett shared that one of the dogs had been caught this morning. Mr. Padgett's understanding is the dogs have been hidden inside the house and is hopeful that the issue will be resolved this week.

**MAYOR AND COUNCIL COMMENTS:** None

**ADJOURNMENT:** At 7:17 p.m., there being no further business to come before Council, Councilman Ogle made a motion to adjourn, seconded by Councilwoman Stevenson. The vote was unanimous.

The next meeting is a regularly scheduled meeting on Monday, June 1, 2020, 6:00 p.m.

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Town Clerk

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Mayor

jl

# VALDESE ABC BOARD

1018 MAIN STREET WEST • VALDESE, NC 28690 • PHONE 828-879-2227 • FAX 828-874-0332

## TRAVEL POLICY

Date: May 18, 2020

Re: Adoption of Town of Valdese Travel Policy  
JULY 01, 2000, "Revised"

The following guidelines will be used as a travel policy for all employees traveling on Valdese ABC Board business:

1. Reimbursement of travel expenses-

Meals will be covered on a per day rate. (Based on the current Federal Per Diem Rate) The Federal Per Diem Rates listing (found online at [www.gsa.gov](http://www.gsa.gov)) is updated on an annual basis in October. If the traveler's destination is not listed on the website, the standard rate is used.

When traveling to attend a conference, where some meals are provided by the conference, remaining meals not provided by the conference will be eligible for reimbursement on a reasonable and actual basis (receipts required).

When on a trip not involving an over-night stay, expenses (i.e. mileage, meals) will be eligible for reimbursement on a reasonable and actual basis (receipts required).

Lodging will be covered for reasonable and actual cost (receipt required). Unless attending a conference, the Federal Per Diem Listing should be used as a guideline in determining reasonable cost.

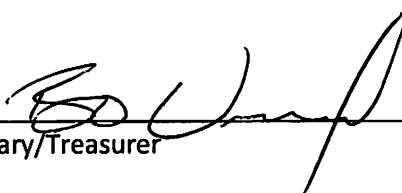
2. Board credit cards may be used to reserve lodging. Travel related cost however, should not be charged to the credit cards. All travel expenses will be covered through travel advances and / or reimbursements.
3. It is the responsibility of the General Manager to determine which meal allowances are eligible for reimbursement to employees for partial day travel. Reimbursement will be for reasonable and actual cost (receipt required).

4. All requests for travel expense reimbursement (i.e. meals, lodging, mileage, etc.) must be accompanied by a travel expense report.
5. Other issues-
  - Transportation: As a general rule, it is the Board's policy that an employee is authorized to use a private vehicle and be reimbursed at the current standard mileage rate. The current standard rate shall be the same as paid by the Town of Valdese following the IRS rate.
  - Telephone: Any employee traveling out of town and staying overnight will be allowed a personal telephone call up to \$4 per night. Board business related calls will be paid by the Board.
  - Registration: Registration fees are generally paid in advance directly to the vendor, not from travel advance.
  - Advances: The Board does permit employees to request advances whenever an estimated trip cost exceed \$25. If the cost is less than \$25, employee must seek reimbursement when the trip is completed.

Adopted this the 18th day of May, 2020

  
\_\_\_\_\_  
Chairman

Attest:

  
\_\_\_\_\_  
Secretary/Treasurer

# Memo

**To:** Seth Eckard, Town Manager  
**From:** Kerri Poteat, VEDIC Executive Director  
**Date:** May 29, 2020  
**Re:** VEDIC Board of Directors Appointments

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Staff recommends the following appointments to the Valdese Economic Development Investment Corporation (VEDIC) Board of Directors:

**Nancy Page** – Current non-voting member of VEDIC, Retired from Wells Fargo  
&  
**Suzanne Wallace** – Director, Small Business Center at WPCC

Each member will serve a three-year-term that will expire July 1, 2023.

jl

**COUNCIL AGENDA MEMO**

**To:** Town Clerk  
**From:** Bo D. Weichel, CFO  
**Date:** June 1, 2020  
**Re:** Coronavirus Relief Funds (CRF)

**REQUEST**

To approve the agreement with Burke County for access to allocation of reimbursable funds.

**BACKGROUND**

The State of North Carolina has appropriated \$150 million to be distributed to county governments from the Coronavirus Relief Fund (CRF) established under the CARES Act. Under such legislation, Burke County's share of such funds is estimated to be \$1,772,221.

**ANALYSIS**

Burke County, in their discretion, has allocated a portion of their allotment to the municipalities within the County. The Town's available portion being \$42,900 is based on the population percentages provided on the most recent NC DOR sales tax report.

Only authorized expenditures directly related to COVID-19 as set forth by the Department of Treasury under the CARES Act will be eligible for reimbursement.

Eligible expenditures shall be between the dates of March 1, 2020 and November 30, 2020.

This agreement authorizes the Town Manager to receive reimbursement up to the allotment maximum, if applicable, and in so doing, obligate the Town to all rules and restrictions placed on the funds, such as repayment of any reimbursement of expenditures from the funds later found to have been spent for an unauthorized purpose(s).

**RECOMMENDATION**

Staff recommends for Council to approve the CRF agreement with Burke County.

**BUDGET ANALYSIS:*****Budgetary Action***

Is a Budget Amendment required?

Yes

☐

No

☒

NORTH CAROLINA

BURKE COUNTY

AGREEMENT FOR USE OF  
CORONAVIRUS RELIEF FUNDS  
UNDER S.L. 2020-4

THIS AGREEMENT, made and entered into by and between **BURKE COUNTY**, a body politic and corporate of the State of North Carolina (the "County"); and the \_\_\_\_\_, a North Carolina municipal corporation located in Burke County, North Carolina (the "Municipality");

WITNESSETH:

**WHEREAS**, the North Carolina General Assembly has passed, and the Governor of North Carolina has signed into law, State Law 2020-4, entitled "An Act to Provide Aid to North Carolinians in Response to the Coronavirus Disease 2019 (COVID-19) Crisis" to be known as the "2020 COVID-19 Recovery Act" (the "Act"); and

**WHEREAS**, the Act sets aside \$150,000,000.00 to the Office of State Budget and Management (OSBM), to be distributed among certain counties; and

**WHEREAS**, under such legislation, Burke County's share of such funds is estimated to be \$1,772,221.00 (the "COVID Funds"); and

**WHEREAS**, the Act provides that a county may allocate a portion of these COVID Funds for use by municipalities within the county, but only if the transfer qualifies as a necessary expenditure as provided in the Act; and

**WHEREAS**, the County has established a protocol by which a municipality may receive COVID Funds under the Act; and

**WHEREAS**, the Municipality wishes to receive COVID Funds pursuant to the protocol and the terms of this Agreement.

**NOW, THEREFORE**, based upon the premises, and the mutual covenants contained herein, the County and the Municipality are agreed as follows:

1. **SUBMISSION.** Should the Municipality have expenditures that it believes will qualify as necessary expenditures as provided in the Act, it will submit an application for funding, using the form attached hereto.

2. **BOARD APPROVAL.** At the time of submission of an application, the Municipality shall submit a certified copy of the minutes of its board meeting 1) approving the application, 2) authorizing their Manager to obligate the Municipality to all rules and

restrictions upon the COVID Funds, including this Agreement, and 3) agreeing to repay any COVID Funds determined by the County, the State, or the Federal Government as being improperly spent or spent for an ineligible purpose.

3. **COMPLETION.** No later than November 30, 2020 the Municipality will submit to the County a detailed report and a list of all expenses for which the Municipality requests reimbursement. No request for reimbursement received after November 30, 2020 shall be honored. Time is of the essence to the performance of this Agreement.

4. **REIMBURSEMENT FOR ELIGIBLE EXPENSES.** Upon submission of the Municipality's expenses, accompanied by receipts, the County will review said expenses to assure itself that all expenses submitted are eligible for reimbursement from the COVID Funds. Any expenses deemed ineligible by the County based upon the County's understanding of the Act, will not be reimbursed. Reimbursement requests should be submitted monthly by the 15<sup>th</sup> of each month for the prior month.

5. **PAYMENT.** Payment shall be made for approved expenses within thirty (30) days of approval.

6. **RECOVERY OF DISALLOWED FUNDS.** Should the County receive notice from the administrators or auditors of the Act, or the OSBM, that certain funds paid to the Municipality were in fact ineligible or otherwise must be refunded, then the County shall send written notice to the Municipality as provided in Section 9. The Municipality shall repay such funds reimbursed for ineligible expenses to the County within thirty (30) days of receipt of notice from the County.

7. **INDEMNITY AND HOLD HARMLESS.** The Municipality shall indemnify the County and hold the County harmless for any loss the County may incur based upon the granting to the Municipality of COVID Funds, based upon any ineligible expenditures, or failure to timely complete a project. Losses may include reimbursements, fines, penalties, and legal fees incurred by the County.

8. **NOTICES.** Whenever in this Agreement it shall be required or permitted that notice or demand be given or served by either party to this Agreement to or upon the other, such notice or demand shall be given or served, and shall not be deemed to have been given or served unless in writing, and forwarded by certified or registered mail, return receipt addressed as follows:

To the Municipality: \_\_\_\_\_  
Attention: Manager  
\_\_\_\_\_  
\_\_\_\_\_, North Carolina 28\_\_\_\_\_

To the County: COUNTY OF BURKE  
Attention: County Manager  
Post Office Box 219  
Morganton, North Carolina 28680-0219

9. GOVERNING LAW, COUNTERPARTS, ENTIRE AGREEMENT, WAIVER, EFFECTIVENESS, ASSIGNMENT, HEADINGS, SEVERABILITY.

This Agreement shall be governed by and construed, interpreted and enforced in accordance with the laws of the State of North Carolina.

This Agreement may be executed in several counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument representing the Agreement of the parties relating to the subject matter hereof.

The parties hereto have made no agreements or representations relating to the subject matter of this Agreement which are not set forth herein or herein provided for.

Any term or condition of this Agreement may be waived in writing at any time by the party or parties entitled to the benefit thereof.

No modification of this Agreement shall be valid unless in writing and signed by the parties hereto.

The waiver of breach of any term or condition of this Agreement shall not be deemed to constitute the waiver of any other breach of the same or any other term or condition. This Agreement shall become effective when signed by all the parties in the respective places indicated.

This Agreement shall inure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.

The headings of this Agreement are for reference purposes only and shall not be used in construing or interpreting this Agreement.

If any one or more of the provisions contained in this Agreement shall be invalid, illegal or unenforceable in any respect under any applicable law, the validity, legality and enforceability of the remaining provisions contained herein shall not in any way be affected or impaired thereby.



The sole venue for any action brought by either party to this contract shall be the state or federal courts serving Burke County, North Carolina.

**IN WITNESS WHEREOF**, the parties hereto have executed these presents, as of the day and year first above set forth.

**BURKE COUNTY**

By: \_\_\_\_\_

Its: \_\_\_\_\_

**THE MUNICIPALITY**

\_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

**Preaudit Statement**

This statement has been pre-audited in the manner prescribed by the Local Government Budget of Fiscal Control Act.

By: \_\_\_\_\_  
Burke County Finance Officer

**Preaudit Statement**

This statement has been pre-audited in the manner prescribed by the Local Government Budget of Fiscal Control Act.

By: \_\_\_\_\_  
Municipality Finance Officer



# Fiscal Year 2020-2021 PROPOSED BUDGET

*Prepared for Valdese Town Council*



# TOWN OF VALDESE

NORTH CAROLINA'S FRIENDLY TOWN

P.O. BOX 339

VALDESE, NORTH CAROLINA 28690-0339

PHONE (828) 879-2120 | FAX (828) 879-2139 | TOWNOFVALDESE.COM

## TOWN OF VALDESE BUDGET MESSAGE 2020 – 2021

**TO:** Mayor John F. “Chip” Black, Jr.  
Councilman Andy Thompson – Ward 1  
Councilwoman Susan Stevenson – Ward 2  
Councilman Roy Sweezy – Ward 3  
Councilwoman Frances Hildebran – Ward 4  
Councilman Keith Ogle – Ward 5

**FROM:** Seth Eckard, Town Manager

**DATE:** May 13, 2020

**SUBJECT:** Proposed 2020 – 2021 Town of Valdese Budget

### Honorable Mayor Black and Members of the Valdese Town Council:

The preparation of this budget arrives at a time of unprecedented uncertainty. A pandemic has been declared across the globe and is changing the face of the world at a rapid pace. With consideration of these current economic conditions, our team presents a balanced budget that addresses current and future goals - without jeopardizing services to our residents.

The proposed budget fulfills Council’s vision to increase street resurfacing, repairing aging infrastructure, and setting aside funds for the future needs of the Public Safety Building.

It is my pleasure to submit to you, the proposed budget for the fiscal year beginning July 1, 2020, and ending June 30, 2021. The proposed total of the FY 2020-2021 operating and capital budget is \$11,378,024. This includes a total General Fund budget of \$6,339,043 and a total Utility Fund budget of \$5,038,981. The proposed budget maintains a property tax rate of 54.5 cents per \$100 valuation.

### Economic Improvements and Constraints

The fiscal year 2020-2021 proposed budget continues existing service levels while striving for a balanced financial foundation. The anticipated state-collected local revenues have been calculated utilizing data supplied by the North Carolina League of Municipalities and local economic data.

Sales tax revenue accounts for 25 percent of the Town’s unrestricted General Fund revenue, second only behind property taxes. It is also our most unpredictable revenue, especially during a recession or the pandemic we are experiencing. From the League of Municipalities’ market predictions along with discussions with our peers, we have incorporated a 10 percent overall reduction to the sales tax revenues for fiscal year 2020-2021. In dollars, this is a \$118,276 reduction of General Fund revenue. We anticipate this to be temporary – for one year – and then economic conditions stabilize to pre-COVID19 for next year’s budget cycle. To account for the

anticipated decrease in sales tax revenue, we are deferring several capital items to “Year 2” in the general fund capital improvement plan schedule.

We receive Occupancy Tax revenue projections from the Burke County Tourism Authority, who reimburses the Town for eligible expenditures. For the current year, we have \$65,000 budgeted for revenues and related expenses. We have been informed to expect half of that during the upcoming budget, which only allows the Town to budget for \$32,500. Due to this drastic decrease, there are several cuts of expenditures that typically are paid with occupancy tax. All forms of advertising (radio, print, electronic) have been reduced. By making these cuts, we are able to balance the loss of Occupancy Tax revenue. If we are able to secure more than the \$32,500 budget, then the excess funds will be given consideration to supplement these cuts.

Despite the current economic conditions, three housing developments are moving forward: The former Houston Hosiery Mill is anticipated to be redeveloped into a 60-unit apartment complex, a 70-unit three story apartment complex is proposed at Crowhill Park, and a 60-unit senior housing developed is proposed off of Praley Street. Due to the funding nature of these three projects, it is anticipated that only one of them will come to fruition. After nearly a decade of stagnation, The Settings subdivision at Lake Rhodhiss is moving forward. The developer of the Settings has completed all required infrastructure, and most of the remaining unsold lots have been purchased.

The only unoccupied manufacturing building, of quality, left in Valdese is the Valdese Textiles building located on HWY 70. The Town of Valdese is working diligently with the property owner to find a suitable business that will create a significant number of jobs and proposes to make a substantial capital investment.

## **Pension System**

The Board of Trustees of the Local Government Employees’ Retirement System (LGERS) voted to approve its planned 1.2 percent increase to the system’s employer contribution rate for fiscal year 2020-21 – keeping with their January 2019 decision to amend the Employer Contribution Rate Stabilization Policy (ECRSP) in order to keep the system well-funded. This decision aggressively increases the contribution rate for four years. This will be the second year of their mandatory rate increase.

The board voted for contribution rates for general employees to increase from the current 8.95 percent in fiscal year 2019-20 to 10.15 percent for fiscal year 2020-21. The contribution rate for law enforcement officers increases at the same pace, rising from 9.70 percent to 10.90 percent. This increase represents over \$31,000 to the General Fund and \$14,000 to the Utility Fund. It is important to remember these rates are not a pay increase to employees, it is a mandatory expenditure imposed by the State.

## **General Fund**

The proposed budget includes a total General Fund budget of \$6,339,043 and proposes maintaining the current tax rate of 54.5 cents per \$100 valuation. Beginning this upcoming year, in accordance with the Local Government Budget & Fiscal Control Act (G.S. chapter 159), the budget ordinance includes both capital and operating expenditures as opposed to amending the budget ordinance throughout the year for each approved capital item. This shift in the way we budget accounts for the increase of size for the general fund budget from prior years.

### Street Resurfacing

Various factors in the economy and the NCDOT budget have created a rare scenario where paving contractors are bidding work at very low prices. We are seeing upward of 20 to 30 percent lower cost than normal, and anticipate this continuing until November 2020. Because of these good prices, the CIP is proposing to do \$450,000 worth of paving projects in the upcoming budget year to take advantage of this “discount.”

In past years, the Town has incurred debt to pay for large paving projects. The Capital Improvement Plan “borrows” \$300,000 of fund balance and pays it back with anticipated Powell Bill revenues in years’ two and three, as shown on the CIP.

### Recycling

Due to unfavorable economic conditions in the recycling industry and a three percent increase this upcoming year to our contract with Republic, the proposed budget includes a one dollar per month recycling fee increase. The contract increase this year results in an additional \$12,000 of recycling expense with Republic, so the additional one dollar fee helps to neutralize that increase so we can continue the Town’s curbside recycling service.

### Public Safety Building

The Town is in the process of selecting an architect to design a new public safety building that will replace the old deteriorating facility. Now is an optimal time to design and construct a new facility, given the historically low long-term financing rates and competitive bidding by local contractors. This project may take up to four years to complete.

### **General Fund Capital Projects:**

In the Fiscal Year 2020-2021 budget, the Town plans to make strategic capital investments amongst all departments to ensure efficient and effective service delivery as well as continue to repair our aging infrastructure. Some of these capital projects will be delayed until mid-year to make sure revenues are coming in as projected.

The General Fund Budget reflects expenditures of \$636,500 in capital projects across multiple departments. Highlights include:

#### Fire Department

- Replace Fire Prevention Vehicle

#### Community Affairs

- Replace Teacher Cottage Roof
- Replace Teachers Cottage Flooring

#### Police Department

- Patrol Vehicle

#### Public Works

- Street Resurfacing (\$450,000)

#### Parks and Recreation

- Fitness Center Equipment
- Monitoring System for Community Center

### Administration

- Replace Town Hall Server
- Replace Town Hall Vehicle
- Sealcoat and Restripe Parking Lot

### **Utility Fund**

The Utility Fund budget for Fiscal Year 2020-2021 is \$5,038,981.

In the Fiscal Year 2015-2016 budget, the Town conducted a comprehensive capital improvement plan for the utility system. The study revealed that the Town has pressing needs, which should be addressed to ensure high-quality water and wastewater treatment for our citizens. The Town is heading into implementation year four of our 10-year plan.

The Capital Improvement Plan contains a recommended funding model that restructures our utility rates to ensure that we will be able to pay for all of our capital needs. The Town proposes to restore the utility fund balance to a level that will accommodate future projects; this budget proposes a four percent increase in utility rates to cover the needs of our aging infrastructure. The Town of Valdese Utility Capital Improvement Plan calls for several major investments next fiscal year. Each new project will be presented to the Council for approval once we hear back from various grant funders.

### Utility Fund Capital Projects:

- Water system upgrade project (waterlines)
- Main street waterline replacement
- MCC (raw and finished water) replacement at the water plant
- Chlorine gas to liquid bleach conversion at the water plant
- Sewer I&I assessment project
- Water AIA Assessment
- Cline Pump Station Rehabilitation
- Centrifuge Back drive and control replacement

### **Conclusion**

I appreciate the dedicated employees of the Town of Valdese for their hard work and good stewardship of the Town's resources. Our team works hard and take pride in carrying out their duties. I also thank Mayor Black and the Town Council for their dedication in carrying out their responsibilities in providing leadership and guidance during the budgeting process.

Respectfully,



Seth Eckard  
Town Manager

# GENERAL FUND SUMMARY

**2020-2021 Budget**  
**General Fund Summary**

**OPERATING BUDGET**

Department	FY18-19 Budget	FY19-20 Budget	FY20-21 Request
GOVERNING BODY	52,330	57,592	67,971
ADMINISTRATION	1,012,473	1,123,026	1,001,572
PUBLIC WORKS ADMIN	363,495	382,120	285,090
MAINTENANCE & GROUNDS	215,847	216,744	260,513
PLANNING	108,744	121,781	121,284
POLICE	942,206	1,020,677	1,031,661
FIRE	799,476	894,289	907,336
STREET	410,404	358,595	360,498
POWELL BILL	144,535	169,685	19,500
SANITATION	259,414	288,958	301,430
RECREATION	825,807	826,905	832,030
COMMUNITY AFFAIRS	546,538	560,425	513,658
Operating Total	5,681,269	6,020,797	5,702,543

**CAPITAL BUDGET**

GOVERNING BODY	-	-	0
ADMINISTRATION	-	-	49,500
PUBLIC WORKS ADMIN	-	-	0
MAINTENANCE & GROUNDS	-	-	0
PLANNING	-	-	0
POLICE	-	-	41,000
FIRE	-	-	45,000
STREET	-	-	325,000
POWELL BILL	-	-	125,000
SANITATION	-	-	0
RECREATION	-	-	20,000
COMMUNITY AFFAIRS	-	-	31,000
Capital Total	0	0	636,500

TOTAL BUDGET	5,681,269	6,020,797	6,339,043
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**REVENUES**

TOTAL REVENUES	6,339,043
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# GENERAL FUND REVENUES

**2020-2021 Budget Allocation**  
**GENERAL FUND REVENUES**

Line Item Description	Account Code	2017-18 Actual	2018-19 Actual	2018-19 Budget	2019-20 Budget	2020-21 Proposed
2016 AD VALOREM TAX	10-3010-161	55,988	46,445	0	10,942	5,200
2017 AD VALOREM TAXES	10-3010-171	1,805,235	35,908	40,000	9,244	5,500
2018 AD VALOREM TAXES	10-3010-181		1,834,014	1,854,627	41,768	8,000
2019 AD VALOREM TAXES	10-3010-191		0	0	1,980,102	25,000
2020 AD VALOREM TAXES	10-3010-201		0	0	0	2,047,557
2020 MOTOR VEHICLE TAXES	10-3010-202		0	0	0	162,000
TAX DISCOUNTS	10-3110-000	-20,788	-21,473	-17,000	0	0
TAX REFUNDS	10-3120-001	-14,551	-18,893	-15,000	-14,972	-14,813
TAX PENALTY & INTEREST	10-3170-000	15,519	44,199	4,500	10,000	10,000
OCCUPANCY TAX	10-3200-000	49,040	67,020	60,000	65,000	32,500
INTEREST EARNED ON INVESTMENT	10-3290-000	20,522	73,507	7,000	60,000	40,000
ABC LOAN INTEREST	10-3290-001	0	6,711	6,300	5,911	4,231
RENTS	10-3310-000	60,894	58,701	62,244	64,602	64,602
DONATIONS	10-3350-000	0	23,532	0	0	0
OTHER	10-3350-030	-69,263	148,839	2,500	2,500	3,700
UTILITY FRANCHISE TAX	10-3370-000	403,121	442,942	457,000	457,000	457,000
ALCOHOL/BEVERAGE TAX	10-3410-000	19,365	19,292	21,000	20,000	19,000
POWELL BILL ST ALLOCATION	10-3430-000	146,610	144,452	144,535	144,685	144,500
UNRESTRICTED SALES TAX	10-3450-010	1,080,647	1,151,283	1,119,742	1,163,145	1,064,476
ALARM PERMIT FEES	10-3530-010	1,730	460	2,000	2,000	2,000
JAIL FEES	10-3580-000	2,046	3,855	1,200	2,000	1,500
REFUSE COLLECTION FEES	10-3590-000	201,697	202,077	202,000	202,000	202,000
RECYCLE FEES	10-3590-010	24,890	24,955	25,000	25,000	44,200
SOLID WASTE DISPOSAL TX	10-3590-020	2,970	3,317	3,100	3,000	3,000
CEMETERY REVENUES	10-3610-000	5,600	6,850	3,000	5,000	4,000
SALES TAX CERTIFICATION REFUND	10-3670-000	107,478	83,980	75,000	75,000	7,000
SALE OF REAL PROPERTY	10-3820-000	42,800	62,250	0	0	0
SALE OF FIXED ASSETS	10-3830-000	33,145	5,285	0	0	0
ABATEMENTS	10-3930-001	0	195	0	0	0
HOUSING AUTHORITY	10-3970-020	18,471	18,331	20,000	19,000	19,000
PARAMOUNT FORD	10-3970-021	1,176	1,545	1,100	1,100	1,910
XTREME MACHINES	10-3970-022	679	846	650	650	809
COMMUNITY AFFAIRS	10-3970-025	11,976	14,387	15,000	18,600	18,600
ROCK SCHOOL - ASSEMBLY HALL	10-3970-026	37,433	44,395	40,000	37,600	38,600
ROCK SCHOOL - OTHER	10-3970-027	23,466	21,148	21,572	22,620	23,160
VALDESE TOURISM COMMISSION	10-3970-028	1,811	598	1,000	400	400
YOUTH SPORTS REGISTRATION FEES	10-3970-029	9,515	10,940	11,000	11,000	11,000
COMMUNITY CENTER MEMBERSHIP	10-3970-030	162,626	170,397	170,000	172,250	176,250
COMMUNITY CENTER CONCESSIONS	10-3970-031	44,651	40,930	42,000	43,250	42,000
SUMMER SWIM TEAM	10-3970-032	1,795	3,972	1,500	1,500	2,500
BOWLING	10-3970-033	49,489	49,194	44,000	54,500	54,500
VENDING	10-3970-034	1,492	939	1,200	1,200	1,000
RECREATION CREDIT CARD FEES	10-3970-035	0	29	0	1,300	1,600
WALDENSIAN FOOTRACE	10-3970-036	2,570	2,140	3,000	3,000	3,000
SPECIAL EVENTS/TOURNAMENTS	10-3970-037	0	0	0	0	0
MCGALLIARD FALLS CONCESSIONS	10-3970-038	3,364	2,386	2,500	2,500	2,500
RECREATION MISC REV & PARK REN	10-3970-039	29,825	34,739	28,000	28,000	30,000
ROCK SCHOOL - TICKET SALES	10-3970-126	3,423	785	0	900	1,500
CONCESSION STAND TRAILER	10-3970-129	3,240	429	3,000	2,500	2,500
PRO RATA	10-3970-300	0	1,055,000	1,055,000	1,100,000	1,100,000
CAPITAL PROJECTS	10-3970-302	213,400	221,000	0	0	221,000
FESTIVAL	10-3970-920	27,450	17,945	22,000	25,000	25,000
FUND BALANCE APPROPRIATED	10-3990-000	0	617,067	0	0	220,061
POWELL BILL FUND BALANCE	10-3991-000	0	0	0	0	0
PROCEEDS FROM FINANCING	10-3995-001	0	0	0	0	0
PROCEEDS FROM GRANTS	10-3995-002	0	0	0	0	0
<b>TOTAL</b>		<b>4,622,546</b>	<b>6,778,845</b>	<b>5,541,270</b>	<b>5,880,797</b>	<b>6,339,043</b>

# GENERAL FUND EXPENDITURES

**2020-2021 Budget Allocation**  
**GOVERNING BODY**

Line Item Description	Account Code	2017-18 Actual	2018-19 Actual	2018-19 Budget	2019-20 Budget	2020-21 Proposed
SALARIES & WAGES	10-4100-020	18,300	17,600	18,300	18,300	18,300
PROFESSIONAL SERVICES	10-4100-040	70	433	200	200	200
FICA TAX	10-4100-050	866	728	1,400	1,400	1,400
GROUP INSURANCE	10-4100-060	28,649	27,795	27,108	34,592	44,971
TRAINING	10-4100-140	151	752	1,500	1,500	1,500
DEPT SUPPLIES	10-4100-330	251	93	100	100	100
IT	10-4100-490	0	0	0	0	0
DUES AND SUBSCRIPTIONS	10-4100-530	0	0	0	0	0
INSURANCE & BONDS	10-4100-540	2,849	3,094	3,222	0	0
MISCELLANEOUS	10-4100-570	112	583	500	1,500	1,500
CAPITAL OUTLAY	10-4100-740	0	0	0	0	0
CONTINGENCY	10-4100-999	0	0	0	0	0
<b>TOTAL</b>		<b>51,248</b>	<b>51,078</b>	<b>52,330</b>	<b>57,592</b>	<b>67,971</b>

**2020-2021 Budget Allocation**  
**ADMINISTRATION**

Line Item Description	Account Code	2017-18 Actual	2018-19 Actual	2018-19 Budget	2019-20 Budget	2020-21 Proposed
SALARIES & WAGES	10-4200-020	452,659	386,720	387,700	355,156	365,724
PART TIME PAY	10-4200-022	27,541	18,737	15,000	14,575	14,575
PROFESSIONAL SERVICES	10-4200-040	66,336	79,104	64,000	53,641	47,525
FICA TAX	10-4200-050	33,375	28,220	29,500	28,165	28,906
GROUP INSURANCE	10-4200-060	60,229	51,415	40,662	57,246	56,583
RETIREMENT	10-4200-070	33,628	28,023	28,700	31,965	36,550
UNEMPLOYMENT CHARGES	10-4200-080	1,638	3,343	7,000	4,000	4,000
TELEPHONE & INTERNET	10-4200-110	15,547	16,599	15,000	18,132	23,150
POSTAGE	10-4200-111	3,331	4,500	4,000	4,000	4,600
PRINTING	10-4200-120	4,711	1,733	4,000	7,650	7,800
ELECTRIC	10-4200-130	8,521	8,041	8,000	8,460	8,460
TRAINING	10-4200-140	9,618	8,982	11,000	13,668	14,490
MAINT & REPAIR BLDG & GROUNDS	10-4200-150	1,704	31,722	26,000	5,540	5,540
MAINT & REPAIR - EQUIP	10-4200-160	4,179	658	6,500	3,000	3,000
MAINT & REPAIR - AUTO	10-4200-170	151	211	500	500	500
ADVERTISING	10-4200-260	2,125	2,379	2,000	2,850	2,850
AUTO SUPPLIES GAS	10-4200-311	174	205	300	300	1,000
AUTO SUPPLIES TIRES	10-4200-313	0	0	300	300	300
AUTO SUPPLIES OIL	10-4200-314	0	0	40	40	40
DEPT SUPPLIES & MATL	10-4200-330	20,525	17,010	13,000	15,700	15,700
CONTRACTED SERVICES	10-4200-450	28,109	39,562	32,000	48,698	41,206
IT	10-4200-490	0	4,714	0	49,725	67,308
DUES & SUBSCRIPTIONS	10-4200-530	14,615	9,663	15,000	15,000	15,000
INSURANCE & BONDS	10-4200-540	6,941	8,641	10,500	124,294	137,236
MISC EXPENSE	10-4200-570	7,878	7,759	8,000	10,650	10,650
CAPITAL OUTLAY	10-4200-740	0	7,028	15,750	4,000	49,500
ECONOMIC DEVELOPMENT GRANT	10-4200-763	0	2,817	11,000	0	0
BURKE COUNTY LIBRARY	10-4200-930	50,000	50,000	50,000	40,000	0
INDUSTRIAL DEVELOPMENT	10-4200-961	30,099	30,100	30,100	30,099	0
DEBT SERVICE	10-4200-962	88,878	88,878	88,878	88,878	88,878
TRANSFER TO CAPITAL RESERVE	10-4200-963	0	0	0	0	0
CONTINGENCY	10-4200-990	0	26,886	36,043	18,795	0
<b>TOTAL</b>		<b>972,514</b>	<b>963,650</b>	<b>960,473</b>	<b>1,055,027</b>	<b>1,051,072</b>

**2020-2021 Budget Allocation**  
**PUBLIC WORKS ADMIN**

Line Item Description	Account Code	2017-18 Actual	2018-19 Actual	2018-19 Budget	2019-20 Budget	2020-21 Proposed
SALARIES & WAGES	10-4250-020	204,723	214,366	212,083	235,013	158,715
OVER TIME PAY	10-4250-021	2,620	2,427	3,400	3,400	3,400
PART TIME PAY	10-4250-022	0	0	0	0	0
PROFESSIONAL SERVICES	10-4250-040	2,913	968	1,200	1,200	1,200
FICA TAX PAYABLE	10-4250-050	15,044	14,961	16,484	18,080	12,282
GROUP INSURANCE	10-4250-060	36,004	35,753	41,098	42,285	33,196
RETIREMENT PAYABLE	10-4250-070	15,698	16,153	16,161	21,365	16,425
TELEPHONE	10-4250-110	1,971	1,826	1,980	1,080	0
POSTAGE	10-4250-111	0	0	0	0	0
PRINTING	10-4250-120	0	0	0	0	0
ELECTRIC	10-4250-130	6,360	6,327	6,900	6,600	6,600
NATURAL GAS	10-4250-131	2,284	2,190	3,600	3,000	3,000
TRAINING	10-4250-140	125	337	810	0	0
MAINT & REPAIR BLDGS & GROUND	10-4250-150	13,824	12,090	14,086	15,000	15,000
MAINT & REPAIR EQUIP	10-4250-160	720	1,187	3,985	3,985	3,985
MAINT & REPAIR AUTO	10-4250-170	200	718	1,949	1,974	1,949
ADVERTISING	10-4250-260	558	0	0	0	0
AUTO SUPPLIES GAS	10-4250-311	5,130	5,009	5,253	4,635	4,635
AUTO SUPPLIES TIRES	10-4250-313	16	653	1,200	1,400	1,400
AUTO SUPPLIES OIL	10-4250-314	0	25	343	343	343
DEPT SUPPLIES & MATERIAL	10-4250-330	17,032	13,203	14,190	14,590	14,590
CHEMICALS	10-4250-332	0	0	100	0	0
UNIFORMS	10-4250-360	2,883	2,351	2,980	2,980	3,180
CONTRACTED SERVICES	10-4250-450	7,944	3,915	8,570	4,250	4,250
IT	10-4250-490	0	0	0	0	0
DUES & SUBSCRIPTIONS	10-4250-530	1,539	840	940	940	940
INSURANCE & BONDS	10-4250-540	6,183	10,870	6,182	0	0
MISC EXPENSE	10-4250-570	-5,044	-780	0	0	0
CAPITAL OUTLAY	10-4250-740	0	0	0	0	0
<b>TOTAL</b>		<b>338,727</b>	<b>345,389</b>	<b>363,494</b>	<b>382,120</b>	<b>285,090</b>

**2020-2021 Budget Allocation**  
**GROUNDS AND MAINTENANCE**

Line Item Description	Account Code	2017-18 Actual	2018-19 Actual	2018-19 Budget	2019-20 Budget	2020-21 Proposed
SALARIES & WAGES	10-4350-020	93,325	98,906	91,350	98,119	127,387
OVER TIME PAY	10-4350-021	6,398	5,075	10,350	8,750	8,750
PART TIME PAY	10-4350-022	10,488	3,276	11,050	11,200	11,200
FICA TAX	10-4350-050	8,087	7,214	8,625	8,913	11,152
GROUP INSURANCE	10-4350-060	21,280	20,647	22,801	25,193	32,920
RETIREMENT	10-4350-070	7,457	7,265	7,729	9,520	13,767
TRAINING	10-4350-140	25	-12	230	200	200
MAINT & REPAIR BLDGS & GROUND	10-4350-150	5,834	5,035	4,950	4,150	4,150
MAINT & REPAIR EQUIP	10-4350-160	3,555	1,661	4,080	4,895	4,770
MAINT & REPAIR AUTO	10-4350-170	758	396	1,556	2,122	1,962
AUTO SUPPLIES - GAS	10-4350-311	4,627	87	3,913	3,742	3,742
AUTO SUPPLIES DIESEL	10-4350-312	462	5796	650	1,051	1,051
AUTO SUPPLIES - TIRES	10-4350-313	916	505	1,640	1,750	1,750
AUTO SUPPLIES - OIL	10-4350-314	230	425	613	693	693
DEPT SUPPLIES & MATERIAL	10-4350-330	-6,082	385	3,700	3,400	3,400
CHRISTMAS DECORATIONS-SUPPLIES	10-4350-331	10,358	3084	13,000	10,000	10,000
CHEMICALS	10-4350-332	1,636	9934	2,000	2,300	2,300
UNIFORMS	10-4350-360	1,616	1562	1,800	1,800	1,800
CONTRACT SERVICES	10-4350-450	1,497	1605	1,550	1,550	1,800
CONT SERVICES - HELPING HANDS	10-4350-451	3,128	1050	8,269	8,268	8,269
IT	10-4350-490	0	5185	0	0	0
INSURANCE & BONDS	10-4350-540	6,743	6082	6,541	0	0
MISC EXPENSE	10-4350-570	0	0	0	0	0
CAPITAL OUTLAY	10-4350-740	0	0	0	0	0
ARBOR BEAUTIFICATION	10-4350-927	4,798	6,472	9,450	9,450	9,450
CONTINGENCY	10-4350-999	0	0	0	0	0
<b>TOTAL</b>		<b>187,135</b>	<b>191,635</b>	<b>215,847</b>	<b>217,066</b>	<b>260,513</b>

**2020-2021 Budget Allocation**  
**PLANNING**

Line Item Description	Account Code	2017-18 Actual	2018-19 Actual	2018-19 Budget	2019-20 Budget	2020-21 Proposed
SALARIES & WAGES	10-4900-020	198	0	150	670	670
PART TIME PAY	10-4900-022	31,693	33,256	32,940	33,205	34,340
PROFESSIONAL SERVICES	10-4900-040	26,120	28,636	30,060	57,725	58,206
FICA TAX	10-4900-050	2,236	2,209	2,431	2,591	2,678
GROUP INSURANCE	10-4900-060	5,177	4,646	4,976	1,410	0
RETIREMENT	10-4900-070	0	0	0	0	0
TELEPHONE	10-4900-110	0	0	0	0	0
TRAINING	10-4900-140	232	237	375	500	500
MAINT & REPAIR BLDG & GROUNDS	10-4900-150	0	0	2,250	750	750
MAINT & REPAIR EQUIP	10-4900-160	4,996	97	3,720	2,720	3,120
ADVERTISING	10-4900-260	201	(29)	1,015	1,125	1,125
DEPT SUPPLIES & MATL	10-4900-330	2,564	336	3,785	685	695
CONTRACTED SERVICES	10-4900-450	5,880	1,015	4,000	4,000	4,000
ABATEMENTS	10-4900-451	0	4,500	9,500	14,000	14,000
IT	10-4900-490	0	8,442	10,400	1,500	0
DUES & SUBSCRIPTIONS	10-4900-530	0	200	200	200	200
INSURANCE & BONDS	10-4900-540	1,587	3,053	2,342	0	0
MISC EXPENSE	10-4900-570	119	328	600	700	1,000
PROPERTY ACQUISITION	10-4900-720	0		0	0	0
CAPITAL OUTLAY	10-4900-740	0	0	0	0	0
<b>TOTAL</b>		<b>81,002</b>	<b>86,926</b>	<b>108,744</b>	<b>121,781</b>	<b>121,284</b>



**2020-2021 Budget Allocation**  
**POLICE**

Line Item Description	Account Code	2017-18 Actual	2018-19 Actual	2018-19 Budget	2019-20 Budget	2020-21 Proposed
SALARIES & WAGES	10-5100-020	538,339	520,486	518,452	588,606	590,668
OVER TIME PAY	10-5100-021	5,981	11,210	7,882	8,387	9,830
PART TIME PAY	10-5100-022	11,677	18,080	13,248	16,560	16,560
EXTRA DUTY HOURS	10-5100-024	0	19,111	23,839	24,570	24,363
PROFESSIONAL SERVICES	10-5100-040	1,972	1,715	1,800	830	850
FICA TAX	10-5100-050	41,812	40,203	41,786	48,309	48,591
GROUP INSURANCE	10-5100-060	92,354	88,254	94,030	109,427	108,507
DEFERRED COMP 401K	10-5100-065	24,737	18,015	24,505	28,790	28,965
RETIREMENT	10-5100-070	44,210	43,741	44,636	59,390	66,819
TELEPHONE	10-5100-110	3,720	4,010	4,872	4,285	4,578
POSTAGE	10-5100-111	114	563	570	1,090	1,090
PRINTING	10-5100-120	269	497	316	685	1,174
ELECTRIC	10-5100-130	5,425	2,731	5,900	5,900	0
NATURAL GAS	10-5100-131	850	452	1,550	1,550	0
TRAINING	10-5100-140	783	638	1,400	1,400	500
MAINT & REPAIR BLDG & GROUNDS	10-5100-150	2,799	4,630	3,373	4,034	1,570
MAINT & REPAIR EQUIP	10-5100-160	3,564	6,384	5,761	2,603	3,737
MAINT & REPAIR AUTO	10-5100-170	7,857	10,108	6,607	10,393	11,495
ADVERTISING	10-5100-260	0	153	354	354	354
AUTO SUPPLIES GAS	10-5100-311	20,293	19,760	23,126	23,130	28,875
AUTO SUPPLIES TIRES	10-5100-313	6,440	5,871	7,137	7,647	7,647
AUTO SUPPLIES OIL	10-5100-314	1,293	620	1,719	1,851	1,851
DEPT SUPPLIES & MATL	10-5100-330	21,192	35,419	20,562	15,700	13,210
UNIFORMS	10-5100-360	9,518	9,864	10,691	9,422	12,845
CONTRACTED SERVICES	10-5100-450	13,497	15,041	19,446	13,156	13,186
PROJECT LIFESAVER	10-5100-451	0	0	0	0	0
IT	10-5100-490	0	0	0	10,208	13,460
DUES & SUBSCRIPTIONS	10-5100-530	355	386	200	400	400
INSURANCE & BONDS	10-5100-540	21,063	33,701	22,444	2,000	2,065
MISC EXPENSE	10-5100-570	0	0	0	0	0
CAPITAL OUTLAY	10-5100-740	0	60,429	0	0	41,000
DEBT SERVICE - CARS	10-5100-910	36,000	36,000	36,000	20,000	18,471
<b>TOTAL</b>		<b>916,113</b>	<b>1,008,071</b>	<b>942,206</b>	<b>1,020,677</b>	<b>1,072,661</b>

**2020-2021 Budget Allocation**  
**FIRE**

Line Item Description	Account Code	2017-18 Actual	2018-19 Actual	2018-19 Budget	2019-20 Budget	2020-21 Proposed
SALARIES & WAGES	10-5300-020	308,852	295,102	305,039	318,006	316,679
OVER TIME PAY	10-5300-021	178	0	1,000	1,000	1,000
PART TIME PAY	10-5300-022	43,515	70,800	51,800	67,950	72,455
EXTRA DUTY HOURS	10-5300-024	45,815	39,772	43,434	38,974	38,974
PROFESSIONAL WAGES	10-5300-040	5,460	23,774	6,270	5,700	5,860
FICA TAX	10-5300-050	29,302	28,989	31,417	32,504	32,747
GROUP INSURANCE	10-5300-060	51,579	46,907	55,991	70,855	70,278
RETIREMENT	10-5300-070	26,699	24,001	27,733	32,267	36,379
TELEPHONE	10-5300-110	496	456	996	456	456
POSTAGE	10-5300-111	0	22	200	200	200
PRINTING	10-5300-120	575	863	1,600	700	700
ELECTRIC	10-5300-130	7,841	7,057	9,500	8,500	14,400
NATURAL GAS	10-5300-131	2,385	3,972	3,000	3,000	4,550
TRAVEL	10-5300-140	9,602	10,357	13,820	13,640	13,640
MAINT & REPAIR BLDGS & GROUNDS	10-5300-150	48,611	5,873	5,680	5,770	5,950
MAINT & REPAIR EQUIP	10-5300-160	7,598	10,619	10,847	10,429	9,973
MAINT & REPAIR AUTO	10-5300-170	14,962	11,939	5,451	12,025	12,025
ADVERTISING	10-5300-260	0	150	500	500	500
AUTO SUPPLIES GAS	10-5300-311	423	435	549	700	737
AUTO SUPPLIES DIESEL	10-5300-312	3,016	3,042	3,900	3,900	3,900
AUTO SUPPLIES TIRES	10-5300-313	600	3,653	5,500	1,200	600
AUTO SUPPLIES OIL	10-5300-314	344	245	642	1,170	1,228
DEPT SUPPLIES & MATL	10-5300-330	37,130	32,481	36,700	37,297	37,080
UNIFORMS	10-5300-360	4,202	5,894	5,400	7,000	7,000
CONTRACTED SERVICES	10-5300-450	5,918	21,238	3,200	3,200	3,200
IT	10-5300-490	0	0	0	8,857	5,360
DUES & SUBSCRIPTIONS	10-5300-530	3,375	7,170	2,870	5,660	5,845
INSURANCE & BONDS	10-5300-540	29,867	26,611	34,092	16,010	18,800
MISC EXPENSE	10-5300-570	0	(21)	0	0	0
SAFETY	10-5300-572	5,822	5,772	7,150	7,150	7,150
TRANSFER TO PUBLIC SAFETY BUILDING	10-5300-720	0	0	0	100,000	100,000
CAPITAL OUTLAY	10-5300-740	859,310	14,063	0	0	45,000
DEBT SERVICE - ENG #1	10-5300-910	26,908	26,908	27,224	26,908	26,908
DEBT SERVICE - SCBA	10-5300-911	45,210	45,210	45,210	0	0
DEBT SERVICE LADDER TRK	10-5300-912	0	52,761	52,761	52,761	52,761
<b>TOTAL</b>		<b>1,625,593</b>	<b>826,113</b>	<b>799,476</b>	<b>894,289</b>	<b>952,336</b>

**2020-2021 Budget Allocation**  
**STREET**

Line Item Description	Account Code	2017-18 Actual	2018-19 Actual	2018-19 Budget	2019-20 Budget	2020-21 Proposed
SALARIES & WAGES	10-5600-020	96,754	100,093	98,101	104,180	105,060
OVER TIME PAY	10-5600-021	3,132	3,096	3,600	3,600	3,600
PART TIME PAY	10-5600-022	0		0	0	0
PROFESSIONAL SERVICES	10-5600-040	4,416	2,708	1,900	1,000	1,000
PROF SERV - PAVING	10-5600-041	10,011	0	0	0	0
FICA TAX	10-5600-050	7,509	7,236	7,780	8,126	8,193
GROUP INSURANCE	10-5600-060	19,953	20,681	21,644	25,193	24,870
RETIREMENT	10-5600-070	7,581	7,605	9,150	9,602	10,956
ELECTRIC	10-5600-130	352	452	480	1,668	1,701
ELECTRIC - STREET LIGHTS	10-5600-133	77,144	64,232	79,800	76,980	78,520
ELECTRIC - TRAFFIC LIGHTS	10-5600-134	573	698	1,344	1,428	1,428
TRAINING	10-5600-140	0	0	446	350	350
MAINT & REPAIR BLDGS & GROUND	10-5600-150	115,955	13,934	16,100	16,100	16,100
MAINT & REPAIR EQUIP	10-5600-160	-11,771	10,188	13,321	12,121	11,846
MAINT & REPAIR AUTO	10-5600-170	9,353	4,977	7,035	9,314	8,373
AUTO SUPPLIES GAS	10-5600-311	4,278	3,775	4,034	3,031	2,581
AUTO SUPPLIES DIESEL	10-5600-312	7,919	8,878	10,865	11,132	11,132
AUTO SUPPLIES TIRES	10-5600-313	1,364	2,939	4,536	5,768	5,836
AUTO SUPPLIES OIL	10-5600-314	335	1,510	2,826	3,005	2,954
DEPT SUPPLIES & MATL	10-5600-330	7,402	4,156	6,950	6,950	6,950
CHEMICALS	10-5600-332	1,573	0	1,500	1,500	1,500
UNIFORMS	10-5600-360	1,790	1,961	2,304	2,304	2,304
CONTRACTED SERVICES	10-5600-450	139	337	0	1,500	1,500
IT	10-5600-490	0	0	0	0	0
CAPITAL OUTLAY	10-5600-740	8,450	29,167	25,000	25,000	325,000
DEBT SERVICE	10-5600-910	53,743	53,743	53,742	53,743	53,743
<b>TOTAL</b>		<b>427,956</b>	<b>342,366</b>	<b>372,458</b>	<b>383,595</b>	<b>685,498</b>

**2020-2021 Budget Allocation**  
**POWELL BILL**

Line Item Description	Account Code	2017-18 Actual	2018-19 Actual	2018-19 Budget	2019-20 Budget	2020-21 Proposed
SALARIES & WAGES	10-5700-020	0	0	0	0	0
OVER TIME PAY	10-5700-021	0	0	0	0	0
PROFESSIONAL SERVICES	10-5700-040	0	0	0	0	0
PROF SERVICES PAVING PROJECT	10-5700-041	0	0	0	0	0
FICA TAX	10-5700-050	0	0	0	0	0
GROUP INSURANCE	10-5700-060	0	0	0	0	0
RETIREMENT	10-5700-070	0	0	0	0	0
MAINT & REPAIR BLDG & GRDS	10-5700-150	0	0	12,279	3,000	3,000
MAINT & REPAIR - PATCHING	10-5700-151	0	0	0	9,279	5,950
RIGHT OF WAY	10-5700-153	0	0	0	0	0
DRAINAGE AND STORM SEWER	10-5700-154	3,084	0	3,000	3,000	3,000
SNOW AND ICE REMOVAL	10-5700-155	2,422	260	4,000	4,000	4,000
MAINT & REPAIR EQUIP	10-5700-160	0	0	700	850	850
MAINT & REPAIR VEHICLE	10-5700-170	0	0	200	200	200
ADVERTISING	10-5700-260	0	0	0	0	0
DEPT SUPPLIES & MATL	10-5700-330	811	442	2,500	2,500	2,500
CONTRACTED SERVICES	10-5700-450	0	0	0	0	0
MISC EXPENSE	10-5700-570	0	0	0	0	0
CAPITAL OUTLAY OTHER	10-5700-720	0	0	0	0	0
CRACK SEALING	10-5700-721	0	0	0	0	0
CAPITAL OUTLAY SIDEWALKS	10-5700-730	0	0	0	0	0
CAPITAL OUTLAY	10-5700-740	0	0	0	0	125,000
DEBT SERVICE	10-5700-910	121,856	121,856	121,856	121,856	0
<b>TOTAL</b>		<b>128,173</b>	<b>122,558</b>	<b>144,535</b>	<b>144,685</b>	<b>144,500</b>

**2020-2021 Budget Allocation**  
**SANITATION**

Line Item Description	Account Code	2017-18 Actual	2018-19 Actual	2018-19 Budget	2019-20 Budget	2020-21 Proposed
SALARIES & WAGES	10-5800-020	32,814	27,899	27,528	30,359	30,359
OVER TIME PAY	10-5800-021	1,643	546	1,200	1,000	1,000
PART TIME PAY	10-5800-022	0	0	0	0	0
PROFESSIONAL SERVICES	10-5800-040	873	0	0	0	0
FICA TAX	10-5800-050	2,631	2,027	2,198	2,359	2,359
GROUP INSURANCE	10-5800-060	9,979	6,865	7,215	8,398	8,266
RETIREMENT	10-5800-070	2,615	2,091	2,183	2,788	3,155
POSTAGE	10-5800-111	0	833	0	1,000	1,000
PRINTING EXPENSE	10-5800-120	0	0	0	750	750
TRAINING	10-5800-140	0	-6	0	0	0
MAINT. & REPAIR EQUIPMENT	10-5800-160	76	52	2,000	2,000	2,000
MAINT. & REPAIR AUTO & TRUCK	10-5800-170	702	778	2,039	2,039	2,134
ADVERTISEMENT	10-5800-260	0	0	100	0	0
AUTO SUPPLIES GAS	10-5800-311	1,873	1,742	3,165	2,587	2,729
AUTO SUPPLIES DIESEL	10-5800-312	1,509	593	1,950	1,375	1,375
AUTO SUPPLIES TIRES	10-5800-313	544	235	2,290	2,290	2,290
AUTO SUPPLIES OIL	10-5800-314	0	0	628	628	628
DEPT SUPPLIES & MATERIALS	10-5800-330	334	665	900	1,400	1,400
CHEMICAL	10-5800-332	0	0	450	200	200
UNIFORMS	10-5800-360	999	751	1,120	945	945
CONTRACTED SERVICES	10-5800-450	175,794	201,361	198,840	228,840	240,840
IT	10-5800-490	0	0	0	0	0
INSURANCE & BONDS	10-5800-540	0	2,816	5,609	0	0
MISCELLANEOUS EXPENSE	10-5800-570	0	0	0	0	0
CAPITAL OUTLAY	10-5800-740	0	0	0	0	0
DEBT SERVICE	10-5800-910	0	0	0	0	0
<b>TOTAL</b>		<b>232,388</b>	<b>249,248</b>	<b>259,415</b>	<b>288,958</b>	<b>301,430</b>

**2020-2021 Budget Allocation**  
**RECREATION**

Line Item Description	Account Code	2017-18 Actual	2018-19 Actual	2018-19 Budget	2019-20 Budget	2020-21 Proposed
SALARIES & WAGES	10-6200-020	199,913	226,600	204,707	223,579	223,579
OVER TIME PAY	10-6200-021	0	0	0	0	0
PART-TIME PAY	10-6200-022	229,433	227,801	219,265	216,925	220,315
PROFESSIONAL SERVICES	10-6200-040	7,615	617	0	0	1,000
FICA TAX	10-6200-050	32,329	32,787	31,601	33,659	33,918
GROUP INSURANCE	10-6200-060	43,891	46,150	41,302	54,058	53,646
RETIREMENT	10-6200-070	15,555	15,449	15,203	20,165	22,819
TELEPHONE	10-6200-110	3,139	3,121	3,250	3,250	1,200
POSTAGE	10-6200-111	32	4	500	500	500
PRINTING	10-6200-120	174	0	1,000	500	500
ELECTRIC	10-6200-130	51,327	45,372	48,000	48,000	48,000
NATURAL GAS	10-6200-131	53,863	41,430	42,000	46,000	46,000
TRAINING	10-6200-140	868	-33	1,800	1,500	1,500
MAINT & REPAIR BLDGS	10-6200-150	115,181	130,433	29,100	29,100	29,350
PARK REPAIRS	10-6200-151	169,000	0	0	0	0
MAINT & REPAIR EQUIPMENT	10-6200-160	16,741	14,915	15,950	15,950	15,950
MAINT & REPAIR AUTO	10-6200-170	198	98	1,700	1,200	1,200
ADVERTISING	10-6200-260	676	100	1,000	700	700
AUTO SUPPLIES GAS	10-6200-311	440	830	1,526	1,170	1,170
AUTO SUPPLIES TIRES	10-6200-313	155	0	0	0	0
AUTO SUPPLIES OIL	10-6200-314	0	0	240	240	240
DEPT SUPPLIES & MATERIALS	10-6200-330	28,724	20,067	23,200	21,200	21,200
CHEMICALS	10-6200-332	8,879	10,961	12,350	12,350	12,350
UNIFORMS	10-6200-360	0	893	1,500	1,500	1,500
CONTRACTED SERVICES	10-6200-450	38,882	41,181	38,630	33,376	33,410
WALDENSIAN FOOTRACE	10-6200-454	1,853	3,575	5,000	4,000	4,000
SWIM TEAM	10-6200-480	800	1,997	2,000	1,500	1,500
P F R CONCESSIONS	10-6200-481	26,119	27,769	24,000	24,000	24,000
P F R OTHER	10-6200-484	9,567	6,994	7,000	8,000	8,000
IT	10-6200-490	0	0	0	0	0
DUES AND SUBSCRIPTIONS	10-6200-530	4,841	4,760	5,500	5,000	5,000
INSURANCE & BONDS	10-6200-540	16,200	18,419	25,000	0	0
SALES TAX	10-6200-570	0	-165	4,000	0	0
CAPITAL OUTLAY	10-6200-740	0	0	0	0	20,000
DEBT SERVICE	10-6200-910	12,268	22,646	19,483	19,483	19,483
<b>TOTAL</b>		<b>1,088,662</b>	<b>944,771</b>	<b>825,807</b>	<b>826,905</b>	<b>852,030</b>

**2020-2021 Budget Allocation**  
**COMMUNITY AFFAIRS**

Line Item Description	Account Code	2017-18 Actual	2018-19 Actual	2018-19 Budget	2019-20 Budget	2020-21 Proposed
SALARIES & WAGES	10-6250-020	123,194	130,137	127,340	141,360	142,238
OVER TIME PAY	10-6250-021	0	0	0	0	0
PART-TIME PAY	10-6250-022	10,946	17,475	15,000	20,000	20,000
PROFESSIONAL SERVICES	10-6250-040	2,440	1,500	1,500	1,500	1,500
FICA TAX	10-6250-050	10,163	10,617	10,500	12,264	12,332
GROUP INSURANCE	10-6250-060	20,954	20,996	21,645	25,417	25,280
RETIREMENT	10-6250-070	9,278	9,743	9,272	12,685	14,445
TELEPHONE	10-6250-110	3,626	3,487	5,040	5,260	385
POSTAGE	10-6250-111	1,750	2,185	4,200	4,200	4,800
PRINTING	10-6250-120	4,855	6,294	7,500	4,200	4,200
ELECTRIC	10-6250-130	30,009	26,346	30,000	34,000	32,800
NATURAL GAS	10-6250-131	9,696	10,000	10,000	10,000	9,000
TRAINING	10-6250-140	43	112	200	100	100
MAINT. & REPAIR BLDGS	10-6250-150	68,167	59,429	25,450	22,000	22,000
MAINT & REPAIR EQUIPMENT	10-6250-160	2,358	1,786	1,800	2,100	2,100
ADVERTISING	10-6250-260	4,876	5,014	5,100	5,200	5,200
DEPT SUPPLIES & MATERIAL	10-6250-330	-3,834	9,939	10,000	6,500	6,600
EVENT SUPPLIES & DÉCOR	10-6250-331	246	806	300	300	500
CONCESSION STAND TRAILER	10-6250-332	2,716	2,308	2,500	2,000	2,500
CONTRACTED SERVICES	10-6250-450	38,065	46,467	40,130	40,920	42,760
CONT SERVICES ENTERTAINMENT	10-6250-452	72,184	92,241	95,850	100,500	97,500
CONT SERVICES TOURISM	10-6250-453	1,170	727	1,000	500	500
IT	10-6250-490	0	0	0	500	500
DUE AND SUBSCRIPTIONS	10-6250-530	904	878	880	920	920
INSURANCE & BONDS	10-6250-540	11,687	12,372	13,286	0	0
MISCELLANEOUS EXPENSE	10-6250-570	34	0	0	0	0
WELLNESS	10-6250-572	0	4,509	0	7,000	7,000
CAPITAL OUTLAY	10-6250-740	0	2,894	0	0	31,000
BUILDING REUSE & FACADE	10-6250-920	5,025	189,910	20,000	10,000	0
FESTIVAL	10-6250-922	19,249	21,319	21,495	20,000	20,000
MAIN STREET PROGRAM	10-6250-924	2,709	3,924	3,550	3,000	3,000
VALDESE TOURISM COMMISSION	10-6250-925	48,558	59,984	60,000	65,000	32,500
ROCK SCHOOL ARTS FOUNDATION	10-6250-926	37,675	3,000	3,000	3,000	3,000
TRANS TO PUBLIC ART FUND	10-6250-928	12	99,056	0	0	0
<b>TOTAL</b>		<b>538,754</b>	<b>855,455</b>	<b>546,538</b>	<b>560,426</b>	<b>544,658</b>

# UTILITY FUND SUMMARY



## 2020-2021 Budget Utility Fund Summary

### OPERATING BUDGET

Department	FY18-19 Budget	FY19-20 Budget	FY20-21 Request
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WATER PLANT	1,653,823	1,824,064	1,956,317
WASTE WATER PLANT	1,843,766	1,897,375	1,858,506
WATER & SEWER CONSTRUCTION	1,256,478	1,170,985	1,093,558

Operating Total	4,754,067	4,892,424	4,908,381
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### CAPITAL BUDGET

Department	FY18-19 Budget	FY19-20 Budget	FY20-21 Request
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WATER PLANT	-	-	45,000
WASTE WATER PLANT	-	-	45,000
WATER & SEWER CONSTRUCTION	-	-	40,600

Capital Total	0	0	130,600
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TOTAL BUDGET	4,754,067	4,892,424	5,038,981
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### REVENUE

TOTAL REVENUES	5,038,981
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# UTILITY FUND REVENUES

**2020-2021 Budget Allocation**  
**UTILITY FUND REVENUES**

Line Item Description	Account Code	2017-18 Actual	2018-19 Actual	2018-19 Budget	2019-20 Budget	2020-21 Proposed
INTEREST EARNED ON INVESTMENTS	30-3290-000	0	14,075	4,000	15,000	8,500
RENTS	30-3310-000	810	3,810	1,080	1,800	1,800
OTHERS	30-3350-030	10,596	-35,315	2,000	0	0
UTILITY BILL PENALTIES	30-3350-040	49,636	55,865	51,000	48,500	48,500
WATER CHARGES - RES	30-3710-010	2,063,013	2,222,060	1,980,086	2,110,941	2,174,269
WATER CHARGES - COMM	30-3710-011	139,412	226,906	222,607	199,000	204,970
WATER CHARGES - IND	30-3710-012	576,223	475,295	591,674	583,783	601,296
MUC 1\$	30-3710-014	63,600	0	0	0	0
WASTE WATER CHARGES	30-3710-020	1,012,082	1,111,200	1,189,932	1,165,000	1,199,950
LONG TERM MONITORING	30-3710-021	14,399	19,861	14,050	18,500	18,500
SPRINKLER SERVICE CHARGES	30-3710-030	0	100	500	0	0
TAP & CONNECTION FEES	30-3730-000	8,825	25,492	12,000	9,900	9,900
RECONNECTION FEES	30-3750-000	24,038	17,354	22,500	23,000	23,000
SALE OF MATERIALS	30-3810-010	0	0	0	0	0
TOWN OF DREXEL	30-3810-020	164,500	205,563	100,671	158,000	162,740
BURKE CNTY-E BURKE SYST-WW	30-3810-030	101,691	136,564	48,830	93,000	95,790
BURKE COUNTY WATER	30-3810-032	100,140	98,974	85,080	104,000	107,120
RC WATER CORP	30-3810-040	196,146	172,100	176,780	183,000	188,490
RC WW	30-3810-042	11,465	16,932	11,900	13,000	13,390
ICARD WATER CORP	30-3810-070	138,502	134,642	159,176	143,000	143,000
CONNELLY SPRINGS MAINT	30-3810-080	23,000	11,500	24,000	23,000	23,000
SALE OF FIXED ASSETS	30-3830-000	0	-103,120	0	0	0
TRANSFER TO OTHER FUNDS	30-3830-010	0	0	0	0	0
SPEC. ASSESS-WATER & SEWER	30-3930-000	0	0	0	0	0
PROCEEDS FROM FINANCING	30-3970-812	0	0	0	0	0
FUND BALANCE-APPROPRIATED	30-3990-000	0	89,113	0	0	14,765
<b>TOTAL</b>		<b>4,698,078</b>	<b>4,898,971</b>	<b>4,697,866</b>	<b>4,892,424</b>	<b>5,038,981</b>

# UTILITY FUND EXPENDITURES

**2020-2021 Budget Allocation**  
**WATER PLANT**

Line Item Description	Account Code	2017-18 Actual	2018-19 Actual	2018-19 Budget	2019-20 Budget	2020-21 Proposed
SALARIES & WAGES	30-8100-020	280,528	285,852	281,477	380,037	390,214
OVER TIME PAY	30-8100-021	431	48	3,000	3,000	3,000
PART TIME PAY	30-8100-022	0	0	0	0	0
PROFESSIONAL SERVICES	30-8100-040	75,671	12,975	21,500	21,500	11,500
FICA TAX	30-8100-050	20,771	20,035	21,080	28,874	29,652
GROUP INSURANCE	30-8100-060	55,700	61,163	58,639	81,667	75,368
RETIREMENT	30-8100-070	29,969	21,439	20,674	34,120	39,653
TELEPHONE & INTERNET	30-8100-110	1,463	1,384	1,400	1,400	1,400
ELECTRIC	30-8100-130	222,524	215,201	256,925	243,492	245,892
FUEL OIL	30-8100-132	0	0	2,500	5,000	5,000
TRAINING	30-8100-140	1,145	615	3,000	3,000	3,000
MAINT. & REPAIR BLDGS	30-8100-150	41,867	23,882	36,770	34,570	27,770
MAINT. & REPAIR EQUIPMENT	30-8100-160	23,136	26,445	33,991	29,000	29,000
MAINT. & REPAIR AUTO & TRUCKS	30-8100-170	59	14	684	680	680
ADVERTISING	30-8100-260	0	0	600	600	600
AUTO SUPPLIES GAS	30-8100-311	756	774	2,000	2,000	2,000
AUTO SUPPLIES DIESEL	30-8100-312	2,081	114	2,500	1,000	1,000
AUTO SUPPLIES TIRES	30-8100-313	510	14	500	625	625
AUTO SUPPLIES OIL	30-8100-314	0	-7	162	162	162
DEPT SUPPLIES & MATERIALS	30-8100-330	432	2,397	3,800	3,400	10,500
CHEMICALS	30-8100-332	60,597	75,794	85,000	78,500	78,500
LAB SUPPLIES	30-8100-333	10,046	13,093	15,000	18,500	18,500
WATER TESTING-PROFESSIONAL	30-8100-334	13,891	16,196	18,000	10,900	10,900
UNIFORMS	30-8100-360	3,068	3,064	3,380	3,120	0
CONTRACTED SERVICES	30-8100-450	8,113	5,469	5,000	5,000	5,040
IT	30-8100-490	0	0	0	7,400	4,800
DUES AND SUBSCRIPTIONS	30-8100-530	11,282	3,815	12,600	8,500	10,624
INSURANCE AND BONDS	30-8100-540	10,852	19,634	24,342	24,342	24,342
MISCELLANEOUS EXPENSE	30-8100-570	0	0	0	0	0
SAFETY	30-8100-572	1,848	1,246	2,690	3,400	3,400
CAPITAL OUTLAY	30-8100-740	0	37,145	51,000	0	45,000
DEBT SERVICE	30-8100-910	0	0	0	0	0
PRO RATA	30-8100-920	444,507	456,533	444,500	550,000	550,000
VEDIC	30-8100-930	12,500	4,038	12,500	12,500	12,500
ECONOMIC DEVELOPMENT BPED	30-8100-931	7,851	4,038	7,609	9,695	9,695
ECONOMIC GRANTS	30-8100-935	0	137,513	0	0	130,000
CONTINGENCY	30-8100-990	221,000	221,000	221,000	221,000	221,000
<b>TOTAL</b>		<b>1,562,599</b>	<b>1,670,923</b>	<b>1,653,823</b>	<b>1,826,984</b>	<b>2,001,317</b>

**2020-2021 Budget Allocation**  
**WASTE WATER PLANT**

Line Item Description	Account Code	2017-18 Actual	2018-19 Actual	2018-19 Budget	2019-20 Budget	2020-21 Proposed
SALARIES & WAGES	30-8110-020	398,658	414,021	397,933	382,216	397,965
OVER TIME PAY	30-8110-021	252	0	0	0	0
PART TIME PAY	30-8110-022	0	0	0	0	0
PROFESSIONAL SERVICES	30-8110-040	2,403	2,149	2,101	2,500	2,500
FICA TAX	30-8110-050	29,765	29,747	29,205	29,080	30,285
GROUP INSURANCE	30-8110-060	72,697	70,429	72,149	84,493	83,272
RETIREMENT	30-8110-070	36,781	31,053	28,455	34,364	40,499
TELEPHONE & INTERNET	30-8110-110	3,593	3,382	4,000	4,000	3,264
ELECTRIC	30-8110-130	242,585	233,946	275,000	275,000	225,000
FUEL OIL	30-8110-132	5,237	6,622	7,500	7,500	7,500
TRAINING	30-8110-140	6,868	7,873	9,400	7,350	5,425
MAINT. & REPAIR BLDGS	30-8110-150	95,133	106,344	110,000	110,000	110,000
MAINT. & REPAIR EQUIPMENT	30-8110-160	9,570	10,000	10,000	17,000	12,000
MAINT. & REPAIR AUTO	30-8110-170	1,526	1,642	2,090	2,090	2,090
ADVERTISING	30-8110-260	93	73	100	100	100
AUTO SUPPLIES GAS	30-8110-311	2,898	2,680	4,875	4,050	4,050
AUTO SUPPLIES DIESEL	30-8110-312	0	0	0	0	0
AUTO SUPPLIES TIRES	30-8110-313	1,928	465	500	5,600	2,900
AUTO SUPPLIES OIL	30-8110-314	86	119	500	750	750
DEPT. SUPPLIES & MATERIALS	30-8110-330	9,230	10,114	12,000	12,000	12,000
CHEMICALS	30-8110-332	53,156	56,540	58,000	60,365	57,614
LAB SUPPLIES	30-8110-333	8,771	8,507	8,600	9,000	9,000
WOOD CHIPS	30-8110-336	30,100	33,601	35,000	39,000	51,000
UNIFORMS	30-8110-360	3,774	3,284	3,500	3,750	3,750
CONTRACTED SERVICES	30-8110-450	18,269	13,415	10,195	14,860	13,060
IT	30-8110-490	0	0	0	500	500
LONG TERM MONITORING	30-8110-500	18,344	16,802	17,000	18,500	18,500
DUES AND SUBSCRIPTIONS	30-8110-530	8,153	8,060	8,060	7,970	8,670
INSURANCE AND BONDS	30-8110-540	27,912	23,558	27,565	28,000	28,000
MISCELLANEOUS EXPENSE	30-8110-570	0	0	0	0	0
SAFETY	30-8110-572	1,996	1,979	2,500	2,500	2,500
CAPITAL OUTLAY	30-8110-740	0	77,167	77,317	0	45,000
DEBT SERVICE	30-8110-910	15,329	161,780	165,612	157,948	154,116
PRO RATA	30-8110-920	444,507	456,533	444,500	550,000	550,000
VEDIC	30-8110-930	12,500	4,038	12,500	12,500	12,500
ECONOMIC DEV BPED	30-8110-931	7,851	4,038	7,609	9,695	9,695
<b>TOTAL</b>		<b>1,569,965</b>	<b>1,799,961</b>	<b>1,843,766</b>	<b>1,892,681</b>	<b>1,903,506</b>

**2020-2021 Budget Allocation**  
**W&S CONSTRUCTION**

Line Item Description	Account Code	2017-18 Actual	2018-19 Actual	2018-19 Budget	2019-20 Budget	2020-21 Proposed
SALARIES & WAGES	30-8120-020	298,120	303,113	307,458	312,564	312,092
OVER TIME PAY	30-8120-021	8,083	7,658	18,030	18,030	18,030
PART TIME PAY	30-8120-022	0	0	0		0
PROFESSIONAL SERVICES	30-8120-040	57,868	33,112	65,000	76,456	76,456
FICA TAX	30-8120-050	23,013	22,064	24,900	24,972	24,936
GROUP INSURANCE	30-8120-060	55,634	54,532	62,694	79,311	72,232
RETIREMENT	30-8120-070	31,999	22,016	24,737	29,510	33,346
TELEPHONE & INTERNET	30-8120-110	3,989	4,027	4,452	4,452	5,520
POSTAGE	30-8120-111	98	27	510	510	510
PRINTING	30-8120-120	7,994	83	981	981	981
ELECTRIC	30-8120-130	16,115	12,896	21,000	20,856	23,208
NATURAL GAS	30-8120-131	4,394	4,459	4,200	4,260	4,260
TRAINING	30-8120-140	850	730	2,970	2,970	2,970
MAINT. & REPAIR BLDGS	30-8120-150	53,105	83,929	41,525	43,775	56,881
MAINT. & REPAIR EQUIPMENT	30-8120-160	11,366	14,555	29,615	12,550	9,100
MAINT & REPAIR AUTO	30-8120-170	4,951	2,561	6,261	6,473	5,715
ADVERTISING	30-8120-260	122	1,126	100	100	100
AUTO SUPPLIES GAS	30-8120-311	10,020	11,495	18,332	13,553	12,965
AUTO SUPPLIES DIESEL	30-8120-312	1,714	1,629	3,374	2,578	2,510
AUTO SUPPLIES TIRES	30-8120-313	2,858	4,732	5,150	5,600	5,700
AUTO SUPPLIES OIL	30-8120-314	1,283	582	3,999	2,631	2,531
DEPT. SUPPLIES & MATERIALS	30-8120-330	63,451	54,461	57,418	57,418	57,418
METERS	30-8120-331	32,320	4,927	16,940	10,250	7,750
CHEMICALS	30-8120-332	0	880	1,700	1,700	1,700
UNIFORMS	30-8120-360	5,801	5,750	6,580	6,380	6,380
CONTRACTED SERVICES	30-8120-450	34,902	72,204	58,292	88,144	81,389
IT	30-8120-490	0	0	0	500	1,000
DUES AND SUBSCRIPTIONS	30-8120-530	2,260	5,031	5,284	5,309	5,309
INSURANCE AND BONDS	30-8120-540	21,642	22,032	28,612	28,612	28,612
MISCELLANEOUS EXPENSE	30-8120-570	-19,150	-9,298	0	0	0
SAFETY	30-8120-572	960	1,379	1,400	1,400	1,400
CAPITAL OUTLAY	30-8120-740	0	134,211	179,476	40,000	40,600
DEBT SERVICE	30-8120-910	20,428	62,163	20,428	232,112	232,558
<b>TOTAL</b>		<b>756,190</b>	<b>939,066</b>	<b>1,021,418</b>	<b>1,133,957</b>	<b>1,134,158</b>

# **RATE and FEE SCHEDULES**



## Town of Valdese: Fiscal Year 2020-2021 Schedule of Fees OLD ROCK SCHOOL

WALDENSIAN ROOM	UNDER 5 HOURS \$150	EACH ADDITIONAL HOUR \$25	
TEACHERS COTTAGE	UNDER 4 HOURS \$75	EACH ADDITIONAL HOUR \$15	
AUDITORIUM (MONDAY-THURSDAY)	UNDER 4 HOURS	4-6 HOURS	6-12 HOURS
PROFIT	\$350	\$400	\$450
NON-PROFIT	\$250	\$300	\$350
(FRIDAY-SUNDAY)			
PROFIT	\$400	\$450	\$500
NON-PROFIT	\$300	\$350	\$400
	OVER 12 HOURS: EACH ADDITIONAL HOUR IS \$100		
REHEARSAL FEE	\$200		
LOAD IN FEE	\$100		
SOUND & LIGHT EQUIPMENT & SERVICE	\$20 PER HOUR		
ROOM #138 AND #139	\$20 PER DAY		
BOX OFFICE	\$50 PER DAY		
RISER/STAGE PLATFORMS	\$100		
GRAND OR UPRIGHT PIANO	\$50 PER DAY		
OTHER NEEDS	\$50 EACH		

Town of Valdese: Fiscal Year 2020-2021 Schedule of Fees  
JIMMY C. DRAUGHN AQUATIC & FITNESS CENTER

Daily Swim Fees - (Over 18 - \$5.00); (5-18 & Senior - \$4.00); (Under 5 - \$3.00)  
Daily Fitness Center Fee - \$5.00

**INSIDE** Valdese City Limits

	<b><u>AQUATICS or FITNESS CENTER</u></b>		<b><u>AQUATICS and FITNESS CENTER</u></b>	
	<u>3 month</u>	<u>Annual</u>	<u>3 month</u>	<u>Annual</u>
Individual Student(w/id) / Senior / Military	\$50.00	\$160.00	\$75.00	\$240.00
Individual / Sr. Couple / Military Couple	\$75.00	\$240.00	\$112.50	\$360.00
Couple / Military Family	\$87.50	\$280.00	\$131.25	\$420.00
Family	\$100.00	\$320.00	\$150.00	\$480.00

**OUTSIDE** Valdese City Limits

	<b><u>AQUATICS or FITNESS CENTER</u></b>		<b><u>AQUATICS and FITNESS CENTER</u></b>	
	<u>3 month</u>	<u>Annual</u>	<u>3 month</u>	<u>Annual</u>
Individual Student(w/id) / Senior / Military	\$62.50	\$200.00	\$93.75	\$300.00
Individual / Sr. Couple / Military Couple	\$93.75	\$300.00	\$140.75	\$450.00
Couple / Military Family	\$109.50	\$350.00	\$164.00	\$525.00
Family	\$125.00	\$400.00	\$187.50	\$600.00

**10 Visit Punch Cards**

One punch allows you to Swim and use the Fitness Room on the same day  
NO membership benefits - \$45 Adults / \$30 Seniors & Youth

Carries

**Fitness Class Benefits**

Aquatics <u>only</u> members - Core <u>water</u> exercise classes FREE	
- Premium/Advanced <u>water</u> exercise classes \$5	
- Core <u>land</u> exercise classes \$5	
- Premium/Advanced <u>land</u> exercise classes \$8	
Fitness <u>only</u> members - Core <u>land</u> exercise classes FREE	
- Premium/Advanced <u>land</u> exercise classes \$5	
- Core <u>water</u> exercise classes \$5	
- Premium/Advanced <u>water</u> exercise classes \$8	
Aquatics <u>and</u> Fitness members - Core <u>water and land</u> exercise classes FREE	
- Premium/Advanced <u>water and land</u> exercise classes \$5	
Non-members - Core <u>water and land</u> exercise classes \$5	
- Premium/Advanced <u>water and land</u> exercise classes \$8	

Aquatic Members receive 50% off all swim lessons for all persons listed on the membership

## Town of Valdese: Fiscal Year 2020-2021 Schedule of Fees PARKS & RECREATION FACILITIES

### Splash Park Multi-Purpose Room

\$ 50 for two hours (minimum)  
\$ 25 for each additional hour

### Picnic Shelters

(Rotary Park, Childrens Park, McGalliard Falls Park\*\*, Splash Park)

\$ 30 for two hours (minimum)  
\$ 15 for each additional hour

\*\* McGalliard Falls Park - if renting both sides, second shelter is 1/2 price

### Bowling Center Party Room

\$ 25 for 1.5 hours

### Pool Parties

\$ 20 per table for 1.5 hours

### Private Pool Parties

Sunday afternoons when the bubble is up (3 hrs.) All tables available.

\$ 200 up to 50 persons  
\$ 225 for over 50 persons

### Daily Pool Use

\$ 3 for ages under 5  
\$ 4 for ages 5 - 18 & seniors  
\$ 5 for ages over 18

### Swim Lessons

\$ 40 for eight classes (non-members)  
\$ 20 for eight classes (members)

### Day Care Pool Use

\$ 2.50 per child

<p style="text-align: center;">Town of Valdese: Fiscal Year 2020-2021 Schedule of Fees PUBLIC WORKS</p>
-------------------------------------------------------------------------------------------------------------

<b>CEMETERY PLOTS</b>		<u>Each</u>
	Inside Valdese Town Limit	\$300
	Outside Valdese Town Limit	\$500
	Deed Transfer	\$25
<b>SOLID WASTE</b>		<u>Monthly</u>
	Residential Trash	\$10.00
	Residential Recycling	\$2.30
	Small User Fee (small businesses)	\$13.30

<p>Town of Valdese: Fiscal Year 2020-2021 Schedule of Fees</p> <p>PLANNING</p>
--------------------------------------------------------------------------------

	<u>Each</u>
CONDITIONAL USE PERMIT	\$350
REZONING PERMIT	\$350
VARIANCE APPLICATION	\$350

# Town of Valdese: Fiscal Year 2020-2021 Schedule of Fees

## FIRE

### SCHEDULE OF INSPECTION FEES

These are the fees for inspections as referred to in Section 3-2021(g)  
of the Code of Ordinances of Valdese, North Carolina:

<u>Inspection Type</u>	<u>Scheduled Fee:</u>
Periodic fire inspection:	None
Fire inspection pursuant to permit application:	None
First inspection for noncompliance, if code requirements are met:	None
First reinspection for noncompliance, if code requirements are not met:	\$50.00
Second and subsequent reinspections for noncompliance:	\$100.00

### SCHEDULE OF CIVIL PENALTIES

These are the civil penalties for violations of the Fire Prevention  
and Protection Code of Valdese, North Carolina as referred  
to in Section 3-2021(h) of the Code of Ordinances of Valdese, North Carolina:

<u>Chapter Number</u>	<u>Title</u>	<u>Fee Amount</u>
1	Scope and Administration	\$50.00
2	Definitions	\$0.00
3	General Requirements	\$50.00
4	Emergency planning and preparedness	\$50.00
5	Fire service features	\$50.00
6	Building services and systems	\$50.00
7	Fire and Smoke Protection Features	\$50.00
8	Interior finish, decorative materials and furnishings	\$50.00
9	Fire protection systems	\$150.00
10	Means of egress	\$150.00
20	Aviation facilities	\$50.00
21	Dry cleaning	\$50.00
22	Combustible dust producing operations	\$50.00
23	Motor Fuel-Dispensing Facilities and Repair Garages	\$50.00
24	Flammable finishes	\$50.00
25	Fruit and crop ripening	\$50.00
26	Fumigation and insecticidal fogging	\$50.00
27	Semiconductor fabrication facilities	\$50.00
28	Lumber yards and Agro-Industrial, Solid Biomass and Wood Working Facilities	\$50.00

29	Manufacture of organic coatings	\$50.00
30	Industrial ovens	\$50.00
31	Tents and other membrane structures	\$50.00
32	High piled combustible storage	\$50.00
33	Fire Safety During Construction and Demolition	\$50.00
34	Tire rebuilding and tire storage	\$50.00
35	Welding and other hot work	\$50.00
36	Marinas	\$50.00
37	Combustible fibers	\$50.00
50	Hazardous materials – general provisions	\$50.00
51	Aerosols	\$50.00
53	Compressed gases	\$50.00
54	Corrosive materials	\$50.00
55	Cryogenic fluids	\$50.00
56	Explosives and fireworks	\$50.00
57	Flammable and combustible liquids	\$50.00
58	Flammable gases and Flammable Cryogenic Fluids	\$50.00
59	Flammable solids	\$50.00
60	Highly toxic and toxic materials	\$50.00
61	Liquefied petroleum gases	\$50.00
62	Organic peroxides	\$50.00
63	Oxidizers, Oxidizing Gases and Oxidizing Cryogenic Fluids	\$50.00
64	Pyrophoric materials	\$50.00
65	Pyroxylin (cellulose nitrate) plastics	\$50.00
66	Unstable (reactive) materials	\$50.00
67	Water-reactive solids and liquids	\$50.00
80	Referenced standards	\$0.00
<b>Alarm Permit Fees:</b>		<b>\$10.00</b>

## Town of Valdese: Fiscal Year 2020-2021 Schedule of Fees

### WATER & SEWER RATES

<i>Inside Water – Residential</i>	
Minimum 3,000 gallons	\$34.15
Volume Charge (per 1,000 gal); 3,001 + gallons	\$3.40
<i>Outside Water – Residential</i>	
Minimum 3,000 gallons	\$53.20
Volume Charge (per 1,000 gal); 3,001 + gallons	\$6.30
<i>Inside Water – Commercial</i>	
Minimum 3,000 gallons	\$34.45
Volume Charge (per 1,000 gal); 3,001 + gallons	\$3.45
<i>Outside Water – Commercial</i>	
Minimum 3,000 gallons	\$68.95
Volume Charge (per 1,000 gal); 3,001 + gallons	\$6.75
<i>Inside Water - Industrial</i>	
Minimum 3,000 gallons	\$13.40
Volume Charge (per 1,000 gal); 3,001 – 300,000 gallons	\$2.55
Volume Charge (per 1,000 gal); 300,000 +	\$1.25
<i>Outside Water - Industrial</i>	
Minimum 3,000 gallons	\$26.70
Volume Charge (per 1,000 gal); 3,001 – 300,000 gallons	\$5.10
Volume Charge (per 1,000 gal); 300,000 +	\$2.50
<i>Inside Sewer – Residential</i>	
Minimum 3,000 gallons	\$7.25
Volume Charge (per 1,000 gal); 3,001 + gallons	\$2.45
<i>Outside Sewer – Residential</i>	
Minimum 3,000 gallons	\$13.55
Volume Charge (per 1,000 gal); 3,001 + gallons	\$4.60
<i>Inside Sewer – Commercial</i>	
Minimum 3,000 gallons	\$7.65
Volume Charge (per 1,000 gal); 3,001 + gallons	\$2.60
<i>Outside Sewer – Commercial</i>	
Minimum 3,000 gallons	\$15.20
Volume Charge (per 1,000 gal); 3,001 + gallons	\$5.15
<i>Inside Sewer - Industrial</i>	
Minimum 0 gallons	\$7.35
Volume Charge (per 1,000 gal)	\$2.45
<i>Outside Sewer - Industrial</i>	
Minimum 0 gallons	\$14.60
Volume Charge (per 1,000 gal)	\$4.90



## Town of Valdese: Fiscal Year 2019-2020 Schedule of Fees

### WATER & SEWER RATES

#### Utility Fees

Non-owner resident deposit	\$100.00
Non-owner commercial deposit	\$100.00
Non-owner industrial deposit	\$100.00
Non-payment fee	\$25.00
Meter Tampering penalty	\$100 plus damages
Late penalty	10% after 15 <sup>th</sup> of month bill is due. Amended policy now included for large users. If the penalty exceeds \$200.00 the amended policy becomes effective.

#### Tap fees

##### *Water line located on same side of road*

¾" water tap	\$1,000.00
1" water tap	\$1,420.00
Greater than 1"	Cost plus 10%

##### *Water line located on opposite side of road*

¾" water tap	\$1,200.00
1" water tap	\$1,620.00
Greater than 1"	Cost plus 10%

Meter Relocate (using existing tap- not to exceed 20 feet)	\$300.00
------------------------------------------------------------	----------

##### *Sewer line located on same side of road*

4" sewer tap	\$1,000.00
Larger than 4"	Actual cost plus 10%

##### *Sewer line located on opposite side of road*

4" sewer tap	\$1,200.00
(any other extreme circumstances)	\$1200.00 or cost plus 10% whichever is greater
Larger than 4"	Actual cost plus 10%

Industrial Pretreatment Surcharge	\$18,500.00
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# CAPITAL IMPROVEMENT PLAN GENERAL FUND

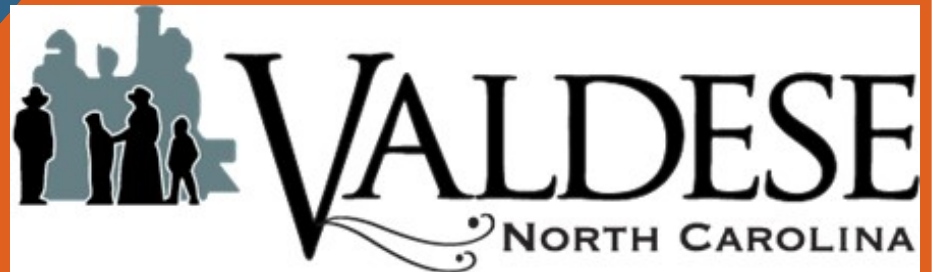
Summary of General Fund Capital Improvement Plan (CIP)

	Capital Budget	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30
<b><i>Capital Expenditures by Department</i></b>										
Administration	49,500	13,000	32,000	9,000	-	2,000	-	6,000	17,000	30,000
Public Works	-	5,000	10,000	53,500	13,000	16,500	41,000	64,000	50,000	50,000
Streets	450,000	277,000	-	-	450,000	-	40,000	300,000	12,000	587,000
Sanitation	-	-	-	-	-	-	-	40,000	-	-
Grounds	-	12,000	7,000	22,000	-	-	12,000	-	-	-
Police	41,000	35,000	36,000	85,000	36,000	36,000	36,000	39,000	36,000	53,000
Fire	45,000	25,000	57,200	165,000	40,000	12,000	50,000	-	600,000	250,000
Community Affairs	31,000	81,000	55,000	55,000	65,000	100,000	75,000	75,000	-	80,000
Parks & Recreation	20,000	155,000	23,000	-	75,000	25,000	-	17,000	10,000	-
Totals	636,500	603,000	220,200	389,500	679,000	191,500	254,000	541,000	725,000	1,050,000
<b><i>Financing Sources</i></b>										
Operating Revenues	212,823	281,099	281,099	281,099	246,000	264,471	264,471	264,471	264,471	264,471
Grants	-	50,000	-	-	-	-	-	-	-	-
Loan Proceeds	-	250,000	-	-	-	-	-	-	600,000	505,000
Reserved/Project Funds	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000	125,000
Fund Balance Appropriated	298,677	(103,099)	(185,899)	(16,599)	308,000	(197,971)	(135,471)	151,529	(264,471)	155,529
Totals	636,500	603,000	220,200	389,500	679,000	191,500	254,000	541,000	725,000	1,050,000

10 year Fund Balance Effect: 10,225

General Fund Capital Improvement Plan (CIP)

Capital Budget			Year 2		Year 3		Year 4		Year 5		Year 6		Year 7		Year 8		Year 9		Year 10											
2020-21			2021-22		2022-23		2023-24		2024-25		2025-26		2026-27		2027-28		2028-29		2029-30											
DEPARTMENT	Item	Amount	Priority Level (1-5)	Item	Amount	Priority Level (1-5)	Item	Amount	Priority Level (1-5)	Item	Amount	Priority Level (1-5)	Item	Amount	Priority Level (1-5)	Item	Amount	Priority Level (1-5)	Item	Amount	Priority Level (1-5)									
Administration	Replace Town Hall Server and Licenses	17,000	3	Refinish Front Doors	3,000	2	Council Chambers Audio/Video	30,000	2	Computer-Clerk (2018)	2,000	1	Computer-Finance Dir. (2019)	2,000	1	Computers(3)-Front (2019)	6,000	1	Computer-Planning (2020)	2,000	1	Replace Town Hall ROOF	30,000	2						
	Sealcoat & Restripe Parking Lot	5,500	2	Monitoring System for Town Hall	10,000	2	Computer-Manager (2018)	2,000	1	Council Tablets	7,000	1							Replace Carpets	15,000	2									
	Replace Town vehicle	27,000	2																											
Public Works				Replace Forced Air Heater	5,000	3	Replace Forced Air Heater	5,000	3	Replace HVAC	6,500	2	Replace Forced Air Heater	5,000	3	425-150 17 Ford F150	33,000	3	Replace 425-149	33,000	3	Replace Office Roof	10,000	3	Replace Shop Roof	30,000	3			
							Replace Shop Air Compressor	5,000	2	Replace Forced Air Heater	5,000	3	Vehicle Wash Bay upgrades	8,000	1	Replace Forced Air Heater	5,000	3	Replace InGround Lift	8,000	2	Replace Ford F150	31,000	2	Sand Gravel Covered Shed	40,000	1	Replace Roof Equipment Shed	20,000	3
										Fence Repairs	5,000	1				Fence Repairs	5,000	3												
										Parking Lot Repairs	25,000	3																		
										Fuel Management System	12,000	3																		
Street	Paving	450,000	2	Replace Ford F-150	27,000	3				Paving	450,000	3				Replace Tractor	40,000	2	Paving	300,000	3	Replace w/ Used Bucket Truck	12,000	2	Replace Ford F150	32,000	2			
				(L) Replace Leaf / Machine	170,000	3																		(L) Replace Single Axel Dump Truck	80,000	2				
				(L) Mini Track Excavator	80,000	2																		(L) Replace Brush Truck	175,000	3				
																								Paving	300,000	3				
Sanitation																Replace Sanitation Truck w/used	40,000	3												
Grounds				Replace Mower	12,000	3	Replace Golf Cart	7,000	2	Replace Ford F-150	22,000	3				Replace Mower	12,000	2												
Police	Patrol Vehicle	33,000	2	Patrol Vehicle	35,000	2	Patrol Vehicle (replace unit 117)	36,000	2	Viper Radios	85,000	3	Patrol Vehicle (replace unit 115)	36,000	2	Patrol Vehicle (replace unit 113)	36,000	2	Patrol Vehicle (replace unit 112)	36,000	2	Detective Vehicle (replace unit 125)	39,000	2	Patrol Vehicle (replace unit 110)	36,000	2	Patrol Vehicle (replace unit 111)	36,000	2
	Equipment for replacement unit	8,000	3																							Replace Tasers	17,000	3		
Fire	Replace Fire prevention vehicle	45,000	3	Hydraulic Rescue Spreader	10,000	2	Replace Medic Truck	50,000	2	(33) Viper Radios	165,000	3	Fire Chief Vehicle	40,000	1	(2) Thermal Imaging Cameras	12,000	2	Replace Utility Truck	50,000	2				(L) Replace Engine Three	600,000	3	(L) Replace all SCBA equipment	250,000	3
				Thermal Imaging Camera	6,000	2	Hydraulic Rescue Ram	7,200	2																					
				Hydraulic Rescue Cutter	9,000	2																								
Community Affairs	Replace Teachers Cottage roof	13,000	3	Permanent stage downtown	35,000	2	Automated Door Locks	20,000	2	Clock Tower repairs & maintenance	25,000	2	Replace auditorium carpet & tile	35,000	2	Reupholster auditorium seats	60,000	1	Paint and Repair wood	75,000	2	Expand restrooms	75,000	1				Replace ORS roof	80,000	2
	Replace Teachers Cottage flooring	18,000	3	Stage Lights & Instruments	16,000	3	Replace air handlers	20,000	3	Wayfinding Signage	20,000	2	Replace boiler system	30,000	1	East sidewalk to track	40,000	1												
				Stage Lights Dimmer Rack control system	30,000	3	Stage Lights & Instruments	5,000	3	Sealcoat and Restripe Parking Lot	10,000	3																		
							Auditorium House Lights	10,000	1																					
Parks & Recreation	Fitness Center Equip.	10,000	2	Tennis Court Resurface	15,000	3	Replace Pool Pumps w/ Piping and Valves	16,000	2				Pool Heater & Blower Unit	75,000	3	HVAC Systems (2) Fitness areas	25,000	3				Tennis Court Resurface	17,000	3	HVAC Unit - Office	10,000	3			
	Monitoring System for Community Center	10,000	1	HVAC units for Bowling Center (2)	25,000	2	Upgrade to Variable Frequency Drives on Pumps	7,000	2																					
				Fitness Center Equip	15,000	2																								
				Comm. Center Gym Floor Replacement	100,000	3																								
		636,500				603,000			220,200.00			389,500.00			679,000.00			191,500.00			254,000.00			541,000.00			725,000.00			1,050,000.00



## Capital Improvements Plan Water & Sewer Rate Study 2020 Update

**RJ Mozeley, PE**  
Project Manager

**Dale R. Schepers**  
Senior Consultant



## **TABLE OF CONTENTS**

<b>1.0 EXECUTIVE SUMMARY and KEY FINDINGS.....</b>	<b>1-2</b>
<b>2.0 BACKGROUND and PURPOSE STATEMENT .....</b>	<b>3</b>
<b>3.0 APPROACH and METHODOLOGY .....</b>	<b>4</b>
<b>4.0 CAPITAL IMPROVEMENTS PLAN UPDATE .....</b>	<b>5</b>
<b>5.0 FINANCIAL MODEL UPDATE .....</b>	<b>6-7</b>
<b>6.0 RECOMMENDATIONS .....</b>	<b>8</b>

## **TABLES**

Table 1 – Proposed Rate Adjustments.....	2
Table 2 – Comparison of Capital Investment Projections .....	5

## **APPENDIX**

March 2020 Council Retreat Presentation Materials

## **1.0 EXECUTIVE SUMMARY and KEY FINDINGS**

### **1.1 Executive Summary:**

McGill Associates (McGill) was retained by the Town of Valdese for the fifth consecutive year to review and update the Water and Sewer Capital Improvement Plan (CIP) and conduct a financial analysis of the water and sewer utility fund, including recommendations for revenue adjustments as necessary. The Capital Plan and Financial Analysis Updates Project will provide the following:

- Review and update the 10-year Capital Improvements Plan (CIP), detailing future water and sewer treatment plant improvements, vehicle and equipment replacement and distribution/collection system rehabilitation.
- Determine the Utility's Revenue Requirements. This includes full cost recovery of expenses related to operations and maintenance, debt service, revenue-financed system renewal and replacements, transfers, contingencies and reserves.
- Determine the amounts and timing of rate adjustments necessary to fully support the financial requirements identified in the above items.

McGill worked closely with the Town's Manager, Water Resources Director, Public Works Director and Finance Director throughout the project to ensure the adequacy of data and accuracy of analyses. Several meetings, phone conversations, and email correspondence allowed the Town's staff to provide direction for the study's efforts and to align deliverables with the expectations of the Town Council.

### **1.2 Key Findings:**

- Revenue Requirements Analysis determined rate adjustments (increases) are needed in the amount of 4.0% in each year of the 10-year planning period to continue to meet the financial obligations of the water/sewer utility.
- Revenue adjustments are driven primarily by the following factors:
  - Debt issuances anticipated to support capital improvements projects required to address renewal and replacement of aging water and wastewater infrastructure including treatment plants, distribution and collection systems.
  - Increasing Operations and Maintenance (O&M) expenses, generally due to inflation.
  - Limited new revenue generated by system growth, i.e. new customers and/or increasing consumption patterns.



- Capital Improvements Schedule: Review and refinement of the CIP resulted in a total need of \$20.7 million over the 10-year planning period, FY21 through FY30.
  - McGill updated the existing water and sewer system capital construction projects to determine adjustments to the ten-year CIP.
  - Prioritization for project scheduling was based on regulatory compliance, workplace / work environment safety, operational viability, replacement of obsolete equipment, gain in efficiency, system growth and economic development.
  - Opinions of probable construction costs for recommended projects were also updated.
- Historically, the Town has implemented rate adjustments rounded to the next \$0.05 for ease of bill calculation, interpretation and administration. Therefore, targeted revenue adjustments of 4.0% proposed for FY2021 translate into a combined monthly water and sewer rate charge increase of approximately 4.2%. Further, this year's general increase of 4% is applied to all customer classes except commercial customers who are recommended to receive a nominal 5% increase.
- A five-year snapshot of the rate increases on a typical monthly inside residential bill of 3,000 gallons is presented in Table 1.
  - In previous financial analyses, 4,000 gallons per month was used to represent a typical residential customer. With consumption trending downward over several years, 3,000 gallons per month has become a more accurate representation of the the typical residential customer in Valdese.
- Council recognizes the need for the proposed schedule of rate adjustments and will review and consider each potential increase every fiscal year as part of the budget preparation process. This will allow fine tuning as needed using the most accurate and up-to-date data.

**Table 1** – Proposed Rate Adjustments; Residential Customer Combined Water and Sewer Monthly Bill, based on 3,000-gallon consumption by an Inside Town Customer.

Monthly Residential Bill 3,000 gallons					
Current Rate	5-year Rate Adjustment Projection				
FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25
\$39.75	\$41.40	\$43.10	\$44.90	\$46.75	\$48.65
\$ change	\$1.65	\$1.70	\$1.80	\$1.85	\$1.90
% change	4.2%	4.1%	4.2%	4.1%	4.1%



## **2.0** **BACKGROUND and PURPOSE STATEMENT**

### **2.1** **Background:**

The Town of Valdese water and sewer utilities serve a population of approximately 12,500, with an average daily water demand of 2.93 million gallons per day (MGD) based on statistics gathered from the North Carolina Division of Water Resources, Local Water Supply Plan. Surface water is withdrawn from Lake Rhodhiss and treated through the Town's 12.0 MGD conventional Water Treatment Plant (WTP). Finished water is delivered through approximately 170 miles of water mains ranging in size from 2 to 24 inches in diameter and 5,200 service connections located within the Town's corporate boundaries, Triple Community District and certain areas beyond the Town's corporate limits. Wholesale water service is also provided to the Town of Rutherford College, Icard Water Corporation and Burke County.

Wastewater service is provided to approximately 2,200 connections with an average daily flow of 2.12 MGD. Treatment is provided by the Town's 7.5 MGD extended aeration Wastewater Treatment Plant (WWTP). The collection system consists of 101 miles of sewer mains ranging in size from 4 to 24 inches in diameter and also includes 7 sewer lift stations. Wastewater service is provided primarily to customers located within the Town's corporate boundaries. Wholesale wastewater service is also provided to the Town of Rutherford College, the Town of Drexel and Burke County.

The Town of Valdese continues with this annual capital planning and financial analysis effort to evaluate the ability of the water and sewer rates to fully recover the costs of water and sewer operations, maintenance and capital improvements.

### **2.2** **Purpose Statement:**

The Town of Valdese retained McGill Associates to conduct a Capital Improvements Plan Update and cost-of-service based Water and Sewer Fund Financial Analysis Update. The overall objectives of this effort are to determine:

- Capital improvements (CIP) needed to renew and replace the key water and sewer system components.
- Revenue Requirements that will meet ongoing O&M initiatives and fund the capital needs of the water and sewer utility, and
- Identify revenue adjustments and corresponding rate impacts that are necessary to fully support the utility system as an enterprise fund.

**3.0****APPROACH AND METHODOLOGY**

The Town of Valdese continues to advance development and implementation of long-term water and sewer infrastructure management practices that identify and adequately address critical infrastructure needs, focusing on system reliability, operational efficiency, affordability and sustainability. This effort is built upon knowledgeable and experienced staff, supported by competent professionals that together can determine both the physical and financial needs of the utility, along with an implementation strategy and guidance that will result in continued short and long-term stability of water and sewer revenues and user rates.

McGill used the American Water Works Association (AWWA) cash-needs approach to determine the water and sewer utility's revenue requirements. This approach defines revenue requirements as the total amount of revenue that is required to cover all costs of the utility, including O&M, debt service, cash reserves, depreciation (reinvestment in the utility's infrastructure), and transfers to/from other municipal funds. Determining a utility's revenue requirements is the basis for setting rates, which includes providing adequate and sustainable funding levels for all operational costs and capital needs.

Adequacy of revenues is determined by comparing projected expenses required to fully support ongoing needs of the utility (administration, O&M, capital outlay, debt service, etc.) to revenues that are anticipated to be generated under the existing rate structure during the planning period. This comparison identifies potential revenue shortfalls. Corrective action (typically user rate adjustments) can then be applied to accurately address these potential revenue shortfalls as they are anticipated.

**4.0****CAPITAL IMPROVEMENTS PLAN UPDATE**

The Capital Improvements Plan updates were developed interactively with Town Staff. This effort included an update of the CIP inventory and review of each project status and determination of new projects to be incorporated into the 10-year CIP. Priority and scheduling were determined based on regulatory compliance, safety, operational viability, obsolescence, efficiency, system growth and economic development.

This comprehensive capital needs assessment and planning effort focused on maximizing useful life through improved asset management, refining the scope of construction on several proposed projects and reviewing project priorities and scheduling. The result is an updated CIP schedule that represents a more complete understanding of the long-term needs of the utility.

Key elements of the CIP update include:

- Water/Wastewater Plant Projects:
  - FY17 to 18 CIP Increase: Potential Biosolids Project – Scope and Cost Identified.
  - FY18 to 19 CIP Decrease: Biosolids Study allows Capital Project to be deferred.
  - FY19 to 20 CIP Decrease: Reflects several Capital Projects reaching conclusion.
  - FY20 to 21 CIP Increase: Biosolids Project revised Scope, Cost and Schedule.
- Distribution/Collection System Projects:
  - FY17 to 20 CIP Increase: Additional water/sewer main work, scope and cost determined through Asset Inventory and Assessment (AIA) sewer work.
  - FY20 to 21 CIP Increase: Additional needs identified through AIA sewer work
  - FY20 to 21 CIP Increase: Additional Cline Ave. pump station rehabilitation identified.

**Table 2 – Comparison of Capital Investment Projections**

10-Year Capital Investment Projections by Fiscal Year					
Utility Function	FY17	FY18	FY19	FY20	FY21
Plant	\$8,324,900	\$16,496,800	\$8,481,520	\$6,573,220	\$8,740,550
Dist/Collect	\$1,314,616	\$5,792,156	\$8,834,286	\$10,757,150	\$11,947,150
Total	\$9,639,516	\$22,288,956	\$17,315,806	\$17,330,370	\$20,687,700

Complete CIP investment projections are included in the March 2020 Council Retreat Presentation Materials in the Appendix of this report.

**5.0****FINANCIAL MODEL UPDATE**

McGill determined Revenue Requirements sufficient to meet ongoing expenses. Current financial information was reviewed to measure the adequacy of revenues generated from all sources compared to expenses required to sustain the entire utility system for the long-term. The 10-year financial model was updated to examine these interrelationships and determine the absolute necessity for revenue adjustments and recommended timing to help minimize rate impacts to customers.

**5.1 Key Assumptions and Targets:**

The model was constructed using the following general assumptions:

Revenue growth Metered Sales:	0.0%
Revenue growth all other sources:	0.0%
Expenses Salaries and Benefits growth:	3.0%
Expenses all other operations growth:	2.5%
Unrestricted Net Assets Target:	35 to 50%
Operation Ratio Target:	1.0 or Greater
Days of Working Capital	120 or Greater

**5.2 Findings:***Consumption:*

Water consumption per connection held steady across all customer classes in FY19, following 2 years of decline. Overall, marginal decline is anticipated to continue in the foreseeable future, however, the Town's Advanced Metering Infrastructure capital project should capture more water usage than many of the existing aged meters. Therefore, for the purposes of this revenue model, the metered revenue growth assumption will remain at 0.00% for the financial model update.

*Sufficiency of Revenues:*

Sufficiency of revenues above debt requirements remains very strong. Annual debt obligation is 6% for the current fiscal year and projected to remain under 10% for the remaining 9 years of the planning horizon. This falls well within an industry standard value of less than 35%, and less than the average debt service obligation (29%) of over 115 water utilities reporting to the National Association of Clean Water Agencies.

The Water Research Foundation cites capital funding through equity sources (enterprise fund cash) as a performance benchmark measuring financial viability and recommends a minimum 20% of capital funding through equity sources as prudent. The financial model projects capital funding through equity sources to remain above this industry benchmark, averaging 27% through the 10- year planning period.

*Unrestricted Net Assets & Days Working Capital:*

One area where the Town's current standing has room for improvement is within the balance of unrestricted net assets (cash from the enterprise fund) from year to year. While balancing expenditures between debt and equity sources is important it is also important to have enough of those equity sources to sustain the utility system in the event of a prolonged revenue loss. This is measured by the percentage of unrestricted net assets compared to the total annual expenditures. In recent years this percentage has dipped to approximately 20% but climbs back up into the mid-20s in the later years of the 10-year planning window.

Industry benchmarks for days of working capital are set normally at 120 days or more. That means that if the utility system were to stop receiving any and all revenue, that the system would have enough liquid assets to operate for a period of 3 months. This is another metric that the Town's utility system and this revenue requirements evaluation is working to improve. In recent years the number of days of working capital has been around 100 days and is anticipated to improve over the life of the 10-year planning window.

*Rates:*

Continuation of revenue increases proposed in the 2019 Capital Improvements Update and Rate Study will be necessary to fully support the ongoing O&M costs, debt service obligations and revenue-financed system renewal and replacements of the water and sewer utility over the 10-year planning horizon. New revenue in the amount of 4% per year is scheduled to continue in years FY21 through FY30 (10-year duration).

*Customer Equity:*

Water customers continue to generate over 70% of the Utility's overall revenues, while the sewer customers generate less than 30%. With expenses nearly equal and projected to continue to be within 2% of equal through the 10-year planning period, some consideration could be given to adjusting sewer rates more aggressively than water rates to generate a greater percentage of the sewer system's cost-of-service and begin to move toward aligning sewer revenues with expenses. Higher sewer rates would typically move the Town toward better financing terms with funding agencies like NC Department of Water Infrastructure.

**6.0****RECOMMENDATIONS***Rate Adjustments:*

Implement an overall revenue increase of 4 % for FY20, and continue through FY30, with annual review and adjustment(s) as necessary. The proposed Rate Summary Table, in the attached Presentation to the Town Council, provides recommended rate adjustments for the 10-year planning period along with sample water and sewer charges for typical monthly consumption for each customer class.

Unrestricted net position (assets) is a common indicator for tracking the general health of the utility fund. In the Town's 2019 Audited Financial Statement, the Enterprise Fund, which accounts for the water and sewer activities, reported an increase in unrestricted net position in the amount of \$673,185, bringing the fiscal year-end total to \$1,322,495. This single year measurement alone cannot be taken as an indication of the Utility's overall financial condition. However, the financial model forecasts a general upward trend in this indicator throughout the 10-year planning period, signaling improvement in the Utility's overall health over time.

*Customer Equity:*

Water revenue continues to represent approximately 76% and of the fund's overall revenue, and sewer revenue is 24%. Expenses for water and sewer are roughly 50% each, which translates into an approximate 25% subsidy of sewer expenses by water revenues. Revenue adjustments presented in the financial model are uniformly applied to all customers and do not address this issue. Customer equity will continue to be monitored and adjustments can be made to achieve greater alignment as the Town may determine over time.

*Key Performance Indicators:*

Consider developing financial management objectives to assist with analysis, interpretation and comparison to other utilities. Objectives can be used to set financial goals and facilitate efforts to monitor and track progress. These financial performance indicators may be in the form of formal, Council adopted financial management policies or directives, or informal administrative direction through the Town Manager. Examples for consideration may include:

- Working Capital Reserves
- Capital Improvements Reserve Fund
- Sufficiency of Revenues Above Debt Requirements
- Credit Ratings
- Cash Financing of Capital
- Rate/Revenue Stabilization Fund
- Service Affordability

*Presentation to Town Council:*

McGill presented findings of the water and sewer rate review to the Town Council and responded to questions concerning approach, methodology and calculations. Direction was given to include the recommended 4% rate adjustment in the FY21 budget. A copy of the pertinent presentation information is attached including tables from the financial model summarizing Capital Improvements, Financial Analysis and Proposed Rates.

## **APPENDIX**

### March 2020 Council Retreat Presentation Materials



Table 1

Town of Valdese Water and Sewer Utility Fund  
Capital Improvements Plan

Water Distribution/Sewer Collection Division

Project Number	Project Description	Cost	Current Year FY2020	Year 1 FY2021	Year 2 FY2022	Year 3 FY2023	Year 4 FY2024	Year 5 FY2025	Year 6 FY2026	Year 7 FY2027	Year 8 FY2028	Year 9 FY2029	Year 10 FY2030	Years 11+ FY2030
Vehicles and Equipment														
1	2006 F350 Service Truck	40,000			40,000									
2	2014 Cat Mini Trackhoe	83,600				83,600								
3	2009 Pipe Hunter Jet M 35418	42,000							42,000					
4	2014 Ford F150 Meter Truck	28,000			28,000									
5	Trailer	15,000								15,000				
6	2002 4x4 Classic	28,000						28,000						
7	2011 Ford 4x4 F350	32,000					32,000							
8	2006 Chevy Silverado 4x4	27,300		27,300										
9	1985 Kubota / Tractor Backhoe	72,100		72,100										
10	1985 John Deere Backhoe	90,000				90,000								
11	2006 Chevy Dump Truck 1.5 Ton	50,000					50,000							
12	2004 Chevy 4x4	37,000	37,000											
13	2013 F350 Service Truck	42,000								42,000				
14	2007 Ferris Mower	8,000			8,000									
15	2016 Ford F150 4x4	28,000							28,000					
System Upgrades														
16	Insert In-Line valve 24 Inch Transmission line from Water Plant 100% grant	61,000												
17	Cross Connection Program	0	0											
18	Electrical Upgrades to Bridgeport Booster Pump Station	42,500			42,500									
19	Repair Water Line Hangers HWY 70 Bridgeport	40,000												
20	AMI Meter Replacement 2,265,386 less 566,347 grant	2,265,386												
21	NC 18 South Tank Project	0												2,026,800
22	Triple District Tank Inspections & Interior Cleaning (Logan St., Drexel Rd., Flat Gap.)	91,900		13,300	13,000	13,000				13,300	13,000	13,000		
23	Meter Replacements	155,000	10,000		15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	
24	Removal of (2) tanks at cemetery	200,000			200,000									
25	Hydraulic Model Study	45,000	45,000											
26	Billing Software Upgrades	0	0											
27	Renew Arc-Flash Study	5,500				2,500					3,000			
28	SCADA Upgrades	50,000	40,000						10,000					48,600
29	Harris Avenue PS Gravity Sewer Extension	0												1,300,000
30	Holly Hills Sewer System Extension	0												3,300,000
Water/Sewer Main Renewal and Replacement														
31	St Germain Water Line Replacement 396,156 SRF loan with 156,828 forgiveness	396,156												
32	SRF Funded 2018 Water System Upgrades Project 1,181,700 less 500,000 grant	1,181,700	1,181,700											
32a	Zion Road Control Valve Project	0												
32b	Logan Drive Water Line Replacement	0												
32c	Eastwood Subdivision Water Line Replacement	0												
32d	Hill Drive Water Line Replacement	0												
32e	Lakeview Acres Road Water Line Replacement	0												
33	Main St. Water Line Replacement 2,782,950; less 1,000,000 loan forgiveness	2,782,950			2,782,950									
34	Eldred St. Water Line Replacement	400,000							400,000					
35	Water Main Replacement	2,250,000			250,000	250,000	250,000	250,000	50,000		1,000,000	100,000	100,000	
36	Sewer Main Rehabilitation	2,250,000			250,000	250,000	250,000	250,000	50,000		1,000,000	100,000	100,000	
	Subtotal - Water Distribution/Sewer Collection	12,840,092	1,313,700	112,700	3,629,450	704,100	597,000	543,000	595,000	85,300	2,031,000	228,000	215,000	6,675,400

Table 1  
Town of Valdese Water and Sewer Utility Fund  
Capital Improvements Plan

Water Treatment Division

Project Number	Project Description	Cost	Current Year FY2020	Year 1 FY2021	Year 2 FY2022	Year 3 FY2023	Year 4 FY2024	Year 5 FY2025	Year 6 FY2026	Year 7 FY2027	Year 8 FY2028	Year 9 FY2029	Year 10 FY2030	Years 11+ FY2030
1	New Superintendent Vehicle	28,000							28,000					
2	New Maintenance Vehicle	28,000						28,000						
3	New 4-Wheel Drive Lawnmower	16,000							16,000					
4	Roof Replacement - Main Building	40,000			40,000									
5	Roof Replacement - Raw Water PS	25,000				25,000								
6	Roof Replacement - Finished Water PS	20,000					20,000							
7	Roof Replacement - Maintenance Building	25,000		25,000										
8	Replace Chemical Feed Pumps	23,050						5,800	5,850	5,900				
9	Raw Water Intake	0												8,000,000
10	Raw Water Pump MCC Replace & Finish Water PS MCCs 842,770 less 210,692 grant	842,770	842,770											
11	Raw Water Pump Replacement	1,000,000					1,000,000							731,100
12	Replace Raw Water Control Valves	91,500					91,500							
13	Pave Raw Water PS Access Road Backup Generator & Electrical Modifications	0												67,600
14	1,000,000 CDBG Gant	1,000,000												
15	Clearwell Structural Assessments	50,000			50,000									
16	Filter Effluent Valve Replacement	15,000		15,000										
17	2019 Undetermined Project	45,500												
18	Renew Arc-Flash Study	27,125				12,125					15,000			
19	SCADA Upgrades	80,000		5,000					45,000			15,000	15,000	48,600
20	Basin Ladders	0												
21	Repair Fence and Add Electric Gate Opener	0												
22	Repair #2 Raw Water Pump Motor	0												
23	Clearwell Baffle Wall Repair	175,000				175,000								
24	Tank Maintenance	165,000			20,000			20,000		125,000				
25	Convert Disinfection to Sodium Hypochlorite 658,300 less 164,575 grant	658,300	658,300											
26	Water Treatment Plant Equipment Rehabilitation & Replacement	275,000								50,000	75,000	75,000	75,000	
	Subtotal - Water Treatment Division	4,355,245	1,501,070	45,000	110,000	212,125	1,111,500	53,800	94,850	180,900	90,000	90,000	90,000	8,847,300

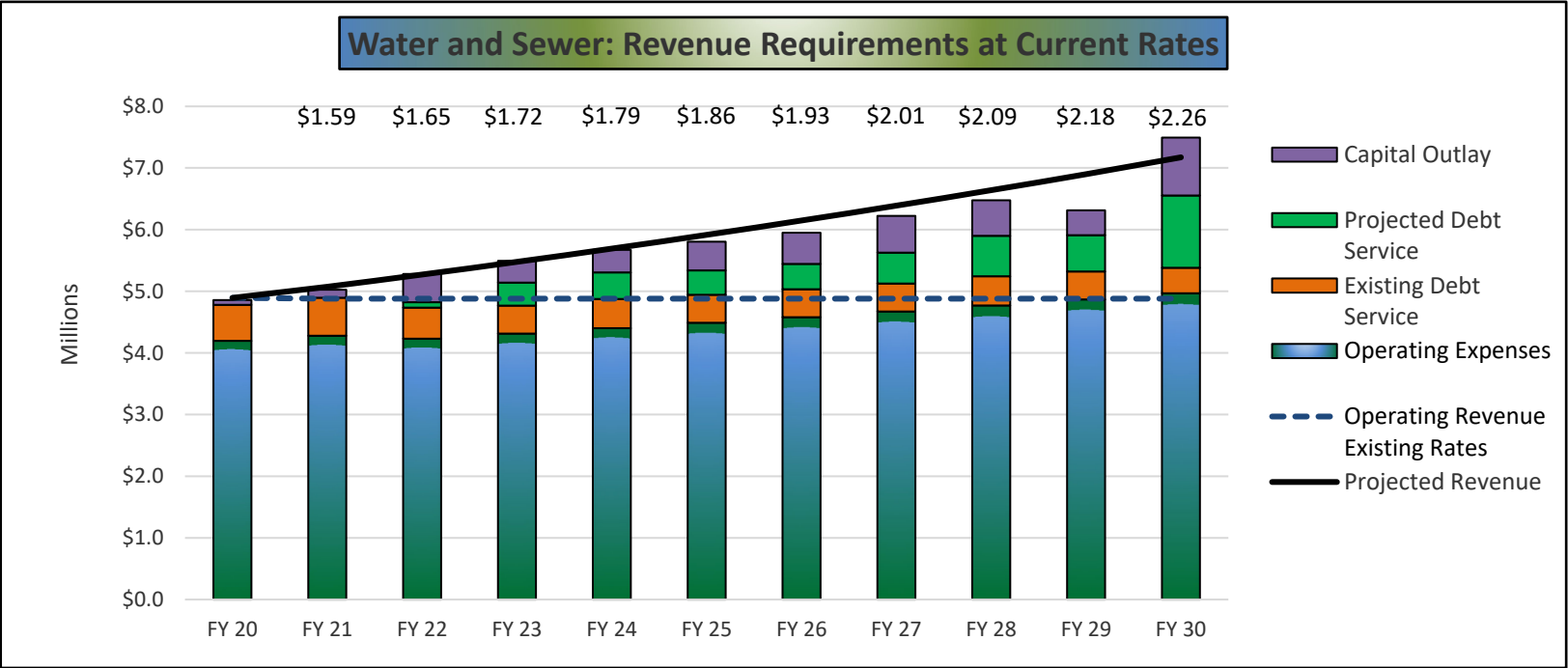
**Table 1**  
**Town of Valdese Water and Sewer Utility Fund**  
**Capital Improvements Plan**

Wastewater Treatment Division														
Project Number	Project Description	Cost	Current Year FY2020	Year 1 FY2021	Year 2 FY2022	Year 3 FY2023	Year 4 FY2024	Year 5 FY2025	Year 6 FY2026	Year 7 FY2027	Year 8 FY2028	Year 9 FY2029	Year 10 FY2030	Years 11+ FY2030
1	1998 Biosolids Truck	59,700				59,700								
2	Sludge Trailer	36,900					36,900							
3	2008 Compost Loader	155,200			155,200									
4	Plant Truck	29,600									29,600			
5	Maint Vehicle 2013	35,000			35,000									
6	Lab Truck	25,000									25,000			
7	Riding Mower (2004)	20,200										10,100	10,100	10,100
8	Seal Replacement for Influent Pumps 1&2	13,000			6,000						7,000			18,300
9	Seal Replacement for Influent Pumps 3&4	28,800							15,000					6,000
10	Seal Replacement for Secondary Waste Pumps	9,300			9,300									
11	Seal Replacement for Sludge Recycle Pumps	10,100						10,100						
12	Polymer System	0												
13	Centrifuge Drive	318,000		318,000										
14	Centrifuge #2 Overhaul	50,000					50,000							
15	Centrifuge #1 Overhaul	50,000						50,000						
16	Roof SO2 Building	12,100			12,100									
17	Admin Building Roof	0												30,000
18	Dewatering Building Roof	0												35,000
19	Sludge Recycle PS Building Roof	20,000									20,000			
20	Influent PS Building Roof	0												20,000
21	Sludge Grinder #1	20,000												19,100
22	Sludge Grinder #2	17,000		17,000										18,000
23	Aeration Basin	1,199,500								1,174,500.0				
24	Spare Pump Cline Street	13,000		8,000			5,000							
25	Cline Street PS Modifications	1,200,000				1,200,000								
25	Spare Pump Morgan Trace	14,000	4,000		5,000			5,000						
26	Spare Pump High Meadows	14,000	4,000		5,000			5,000						
27	Spare Pump John Berry	0												82,500
28	Spare Pump Seitz	0												42,000
29	Primary Clarifier #2 Drive & Bridge Replacement	85,000				85,000								
29	Secondary Clarifier #2 Painting	6,000									6,000			
30	Recycle Valve to Aeration Basin	90,000			90,000									
30	Thickener Blower #1	6,100					6,100							
31	Thickener Blower #2	6,500							6,500					
32	SCADA	12,000							12,000					77,200
33	Renew Arc-Flash Study	22,875				10,875					12,000			
34	Grit Removal System Replacement: 1,082,300 less 725,141 grant	1,082,300												
35	Dewatering Building Drainage System	20,000				20,000								
36	Dewatering Building Grading, Drainage, Asphalt Modifications	65,000	65,000											
37	Sludge Biosolids Dewatering Improvements	0												
38	6" Compound Flow Meter	0												60,000
39	Biosolids Drying Equipment	5,873,000											5,873,000	
40	Conversion to Ultraviolet Disinfection	0												787,000
41	Concrete Work at Compost Pad	40,400		15,000			12,000				13,400			
42	#2 Recycle Modification	7,000												
43	#3 & #4 Influent Valves & Check Valves	147,000			70,000	73,500								1,300,000
44	Camera System - security	5,000		5,000										
45	Wastewater Treatment Plant Equipment Rehabilitation & Replacement	275,000								50,000	75,000	75,000	75,000	
	Subtotal - Wastewater Treatment Division	12,245,175	73,000	363,000	387,600	1,449,075	110,000	70,100	33,500	1,224,500	188,000	85,100	5,958,100	2,505,200
	Capital Improvements Plan Total	29,440,512	2,887,770	520,700	4,127,050	2,365,300	1,818,500	666,900	723,350	1,490,700	2,309,000	403,100	6,263,100	18,027,900
	Capital Outlay - Projects Fund			390,100	2,817,950									
	Net Capital Improvements Fund 30		2,887,770	130,600	1,309,100	2,365,300	1,818,500	666,900	723,350	1,490,700	2,309,000	403,100	6,263,100	18,027,900

Financial Model Output Summary  
10-Year Planning Period

Description	FY 20	FY 21	FY 22	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30
Capital Outlay	77,000	131,000	458,000	355,000	364,000	467,000	506,000	596,000	577,000	403,000	939,000
Projected Debt Service		-	87,000	372,000	431,000	396,000	412,000	502,000	656,000	588,000	1,171,000
Existing Debt Service	583,000	615,000	504,000	453,000	475,000	453,000	453,000	452,000	475,000	455,000	414,000
Operating Expenses	4,197,000	4,280,000	4,231,000	4,315,000	4,401,000	4,489,000	4,580,000	4,673,000	4,769,000	4,867,000	4,968,000
Operating Revenue Existing Rates	4,892,000	4,881,000	4,881,000	4,881,000	4,881,000	4,881,000	4,881,000	4,881,000	4,881,000	4,881,000	4,881,000
New Revenue (rate increase amount)		191,000	389,000	595,000	810,000	1,033,000	1,265,000	1,506,000	1,757,000	2,018,000	2,290,000
Projected Revenue	4,892,000	5,072,000	5,270,000	5,476,000	5,691,000	5,914,000	6,146,000	6,387,000	6,638,000	6,899,000	7,171,000

Percent Increase Applied		4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%
Expenses to Cover		5,026,000	5,280,000	5,495,000	5,671,000	5,805,000	5,951,000	6,223,000	6,477,000	6,313,000	7,492,000
Combined Residential Bill 3,000 gal	\$ 39.75	\$ 41.34	\$ 42.99	\$ 44.71	\$ 46.50	\$ 48.36	\$ 50.30	\$ 52.31	\$ 54.40	\$ 56.58	\$ 58.84
Monthly Combined Residential Bill Change		\$ 1.59	\$ 1.65	\$ 1.72	\$ 1.79	\$ 1.86	\$ 1.93	\$ 2.01	\$ 2.09	\$ 2.18	\$ 2.26
Fund Balance Tracker	1,100,000	1,146,000	1,136,000	1,117,000	1,137,000	1,246,000	1,441,000	1,605,000	1,766,000	2,352,000	2,031,000
Fund Balance / Expenses to Cover		23%	22%	20%	20%	21%	24%	26%	27%	37%	27%



Water Utility Capital Investment

Description	Total CIP	FY 21	FY 22	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30
Water Plant	2,079,000	45,000	110,000	212,000	1,112,000	54,000	95,000	181,000	90,000	90,000	90,000
Wastewater Plant	9,870,000	363,000	388,000	1,449,000	110,000	70,000	34,000	1,225,000	188,000	85,000	5,958,000
Water&Sewer Mains/System	8,740,000	113,000	3,629,000	704,000	597,000	543,000	595,000	85,000	2,031,000	228,000	215,000
Total Water System CIP	20,689,000	521,000	4,127,000	2,365,000	1,819,000	667,000	724,000	1,491,000	2,309,000	403,000	6,263,000

**Town of Valdese**  
Water and Sewer Utility Fund

Rate Adjustment: 4% years 1 - 10

**Current and Proposed Water Rates**

	Current Rate	Projected					Extended				
	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29	FY29-30
<b>Inside Water Residential</b>											
Minimum 3,000 gallons	32.80	34.15	35.55	37.00	38.50	40.05	41.70	43.40	45.15	47.00	48.90
Volume Charge (per 1,000 gal); 3,001+ gallons	3.25	3.40	3.55	3.70	3.85	4.05	4.25	4.45	4.65	4.85	5.05
<b>Outside Water Residential</b>											
Minimum 3,000 gallons	51.15	53.20	55.35	57.60	59.95	62.35	64.85	67.45	70.15	73.00	75.95
Volume Charge (per 1,000 gal); 3,001+ gallons	6.05	6.30	6.20	6.35	6.50	6.65	6.75	6.85	6.95	7.05	7.15
<b>Inside Water Commercial</b>											
Minimum 3,000 gallons	32.80	34.45	36.20	38.05	40.00	42.00	44.10	46.35	48.70	51.15	53.75
Volume Charge (per 1,000 gal); 3,001+ gallons	3.25	3.45	3.65	3.85	4.05	4.30	4.55	4.80	5.05	5.35	5.65
<b>Outside Water Commercial</b>											
Minimum 3,000 gallons	65.65	68.95	72.40	76.05	79.90	83.90	88.10	92.55	97.20	102.10	107.25
Volume Charge (per 1,000 gal); 3,001+ gallons	6.40	6.75	7.10	7.50	7.90	8.30	8.75	9.20	9.70	10.20	10.75
<b>Inside Water Industrial</b>											
Minimum 3,000 gallons	12.85	13.40	13.95	14.55	15.15	15.80	16.45	17.15	17.85	18.60	19.35
Volume Charge (per 1,000 gal); 3,001 - 3,000,000 gallons	2.45	2.55	2.70	2.85	3.00	3.15	3.30	3.45	3.60	3.75	3.90
Volume Charge (per 1,000 gal); 3,000,000+ gal	1.20	1.25	1.30	1.40	1.50	1.60	1.70	1.80	1.90	2.00	2.10
<b>Outside Water Industrial</b>											
Minimum 3,000 gallons	25.65	26.70	27.80	28.95	30.15	31.40	32.70	34.05	35.45	36.90	38.40
Volume Charge (per 1,000 gal); 3,001 - 300,000 gallons	4.90	5.10	5.35	5.60	5.85	6.10	6.35	6.65	6.95	7.25	7.55
Volume Charge (per 1,000 gal); 300,000+ gal	2.40	2.50	2.60	2.75	2.90	3.05	3.20	3.35	3.50	3.65	3.80
<b>Burke County &amp; Rutherford College</b>											
Volume Charge (per 1,000 gal); 3,001+ gallons	3.70	3.85	4.05	4.25	4.45	4.65	4.85	5.05	5.30	5.55	5.70
<b>Icard</b>											
Minimum 10,000,000 gal	10,500.00	10,600.00	10,700.00	10,800.00	10,900.00	11,000.00	11,100.00	11,200.00	11,300.00	11,400.00	11,500.00
Volume Charge (per 1,000 gal) 10,000,000+ gal	1.36	volume charge not to exceed current Hickory Rate									

**Sample Monthly Water Charges**

		Current Rate	Projected					Extended				
		FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29	FY29-30
Residential Inside	3,000 gal	32.80	34.15	35.55	37.00	38.50	40.05	41.70	43.40	45.15	47.00	48.90
Residential Outside	3,000 gal	51.15	53.20	55.35	57.60	59.95	62.35	64.85	67.45	70.15	73.00	75.95
Commercial Inside	10,000 gal	55.55	58.60	61.75	65.00	68.35	72.10	75.95	79.95	84.05	88.60	93.30
Commercial Outside	10,000 gal	110.45	116.20	122.10	128.55	135.20	142.00	149.35	156.95	165.10	173.50	182.50
Commercial Inside	50,000 gal	185.55	196.60	207.75	219.00	230.35	244.10	257.95	271.95	286.05	302.60	319.30
Commercial Outside	50,000 gal	366.45	386.20	406.10	428.55	451.20	474.00	499.35	524.95	553.10	581.50	612.50
Industrial Inside	500,000 gal	980.50	1,020.75	1,075.85	1,141.00	1,206.15	1,271.35	1,336.55	1,401.80	1,467.05	1,532.35	1,597.65

**Town of Valdese**  
Water and Sewer Utility Fund

Rate Adjustment: 4% years 1 - 10

**Current and Proposed Sewer Rates**

	Current Rate	Projected					Extended				
	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29	FY29-30
<b>Inside Sewer Residential</b>											
Minimum 3,000 gallons	6.95	7.25	7.55	7.90	8.25	8.60	8.95	9.35	9.75	10.15	10.60
Volume Charge (per 1,000 gal); 3,001+ gallons	2.35	2.45	2.55	2.70	2.85	3.00	3.15	3.30	3.45	3.60	3.75
<b>Outside Sewer Residential</b>											
Minimum 3,000 gallons	13.00	13.55	14.10	14.70	15.30	15.95	16.60	17.30	18.00	18.75	19.50
Volume Charge (per 1,000 gal); 3,001+ gallons	4.40	4.60	4.80	5.00	5.20	5.45	5.70	5.95	6.20	6.45	6.75
<b>Inside Sewer Commercial</b>											
Minimum 3,000 gallons	7.25	7.65	8.05	8.50	8.95	9.40	9.90	10.40	10.95	11.50	12.10
Volume Charge (per 1,000 gal); 3,001+ gallons	2.45	2.60	2.75	2.90	3.05	3.25	3.45	3.65	3.85	4.05	4.30
<b>Outside Sewer Commercial</b>											
Minimum 3,000 gallons	14.45	15.20	16.00	16.80	17.65	18.55	19.50	20.50	21.55	22.65	23.80
Volume Charge (per 1,000 gal); 3,001+ gallons	4.90	5.15	5.45	5.75	6.05	6.40	6.75	7.10	7.50	7.90	8.30
<b>Inside Sewer Industrial</b>											
Minimum 0 gallons	7.05	7.35	7.65	8.00	8.35	8.70	9.05	9.45	9.85	10.25	10.70
Volume Charge (per 1,000 gal)	2.35	2.45	2.55	2.70	2.85	3.00	3.15	3.30	3.45	3.60	3.75
<b>Outside Sewer Industrial</b>											
Minimum 0 gallons	14.00	14.60	15.20	15.85	16.50	17.20	17.90	18.65	19.40	20.20	21.05
Volume Charge (per 1,000 gal)	4.70	4.90	5.10	5.35	5.60	5.85	6.10	6.35	6.65	6.95	7.25
<b>Burke County</b>											
Volume Charge (per 1,000 gal)	2.55	2.70	2.85	3.00	3.15	3.30	3.45	3.60	3.75	3.90	4.10
<b>Drexel</b>											
Volume Charge (per 1,000 gal)	2.55	2.70	2.85	3.00	3.15	3.30	3.45	3.60	3.75	3.90	4.10
<b>Rutherford College</b>											
Volume Charge (per 1,000 gal)	2.55	2.70	2.85	3.00	3.15	3.30	3.45	3.60	3.75	3.90	4.10

**Sample Monthly Sewer Charges**

		Current Rate	Projected					Extended				
		FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29	FY29-30
Residential Inside	3,000 gal	6.95	7.25	7.55	7.90	8.25	8.60	8.95	9.35	9.75	10.15	10.60
Residential Outside	3,000 gal	13.00	13.55	14.10	14.70	15.30	15.95	16.60	17.30	18.00	18.75	19.50
Commercial Inside	10,000 gal	24.40	25.85	27.30	28.80	30.30	32.15	34.05	35.95	37.90	39.85	42.20
Commercial Outside	10,000 gal	48.75	51.25	54.15	57.05	60.00	63.35	66.75	70.20	74.05	77.95	81.90
Commercial Inside	50,000 gal	122.40	129.85	137.30	144.80	152.30	162.15	172.05	181.95	191.90	201.85	214.20
Commercial Outside	50,000 gal	244.75	257.25	272.15	287.05	302.00	319.35	336.75	354.20	374.05	393.95	413.90
Industrial Inside	500,000 gal	1,182.05	1,232.35	1,282.65	1,358.00	1,433.35	1,508.70	1,584.05	1,659.45	1,734.85	1,810.25	1,885.70

**Town of Valdese**  
Water and Sewer Utility Fund

**Current and Proposed Combined Water and Sewer Rates**

	Current Rate	Projected					Extended				
	FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29	FY29-30
<b>Inside Combined Residential</b>											
Minimum 3,000 gallons	39.75	41.40	43.10	44.90	46.75	48.65	50.65	52.75	54.90	57.15	59.50
Volume Charge (per 1,000 gal); 3,001+ gallons	5.60	5.85	6.10	6.40	6.70	7.05	7.40	7.75	8.10	8.45	8.80
<b>Outside Combined Residential</b>											
Minimum 3,000 gallons	64.15	66.75	69.45	72.30	75.25	78.30	81.45	84.75	88.15	91.75	95.45
Volume Charge (per 1,000 gal); 3,001+ gallons	10.45	10.90	11.00	11.35	11.70	12.10	12.45	12.80	13.15	13.50	13.90
<b>Inside Combined Commercial</b>											
Minimum 3,000 gallons	40.05	42.10	44.25	46.55	48.95	51.40	54.00	56.75	59.65	62.65	65.85
Volume Charge (per 1,000 gal); 3,001+ gallons	5.70	6.05	6.40	6.75	7.10	7.55	8.00	8.45	8.90	9.40	9.95
<b>Outside Combined Commercial</b>											
Minimum 3,000 gallons	80.10	84.15	88.40	92.85	97.55	102.45	107.60	113.05	118.75	124.75	131.05
Volume Charge (per 1,000 gal); 3,001+ gallons	11.30	11.90	12.55	13.25	13.95	14.70	15.50	16.30	17.20	18.10	19.05
<b>Inside Combined Industrial</b>											
Water Minimum 3,000 Gallons, Sewer Minimum 0 gallons	19.90	20.75	21.60	22.55	23.50	24.50	25.50	26.60	27.70	28.85	30.05
Water Volume Charge (per 1,000 gal); 3,001 - 3,000,000 gallons	2.45	2.55	2.70	2.85	3.00	3.15	3.30	3.45	3.60	3.75	3.90
Water Volume Charge (per 1,000 gal); 3,000,000+ gallons	1.20	1.25	1.30	1.40	1.50	1.60	1.70	1.80	1.90	2.00	2.10
Sewer Volume Charge (per 1,000 gal)	2.35	2.45	2.55	2.70	2.85	3.00	3.15	3.30	3.45	3.60	3.75
<b>Outside Combined Industrial</b>											
Water Minimum 3,000 Gallons, Sewer Minimum 0 gallons	39.65	41.30	43.00	44.80	46.65	48.60	50.60	52.70	54.85	57.10	59.45
Water Volume Charge (per 1,000 gal); 3,001 - 3,000,000 gallons	4.90	5.10	5.35	5.60	5.85	6.10	6.35	6.65	6.95	7.25	7.55
Water Volume Charge (per 1,000 gal); 3,000,000+ gallons	2.40	2.50	2.60	2.75	2.90	3.05	3.20	3.35	3.50	3.65	3.80
Sewer Volume Charge (per 1,000 gal)	4.70	4.90	5.10	5.35	5.60	5.85	6.10	6.35	6.65	6.95	7.25
<b>Burke County</b>											
Water Volume Charge (per 1,000 gal); 3,001+ gallons	3.70	3.85	4.05	4.25	4.45	4.65	4.85	5.05	5.30	5.55	5.70
Sewer Volume Charge (per 1,000 gal)	2.55	2.70	2.85	3.00	3.15	3.30	3.45	3.60	3.75	3.90	4.10
<b>Rutherford College</b>											
Water Volume Charge (per 1,000 gal); 3,001+ gallons	3.70	3.85	4.05	4.25	4.45	4.65	4.85	5.05	5.30	5.55	5.70
Sewer Volume Charge (per 1,000 gal)	2.55	2.70	2.85	3.00	3.15	3.30	3.45	3.60	3.75	3.90	4.10
<b>Icard</b>											
Minimum 10,000,000 gal	10,500.00	10,600.00	10,700.00	10,800.00	10,900.00	11,000.00	11,100.00	11,200.00	11,300.00	11,400.00	11,500.00
Volume Charge (per 1,000 gal) 10,000,000+ gal	1.36	volume charge not to exceed current Hickory Rate									
<b>Drexel</b>											
Sewer Volume Charge (per 1,000 gal)	2.55	2.70	2.85	3.00	3.15	3.30	3.45	3.60	3.75	3.90	4.10

		Current Rate	Projected					Extended				
		FY19-20	FY20-21	FY21-22	FY22-23	FY23-24	FY24-25	FY25-26	FY26-27	FY27-28	FY28-29	FY29-30
Residential Inside	4,000 gal	39.75	41.40	43.10	44.90	46.75	48.65	50.65	52.75	54.90	57.15	59.50
Residential Outside	4,000 gal	64.15	66.75	69.45	72.30	75.25	78.30	81.45	84.75	88.15	91.75	95.45
Commercial Inside	10,000 gal	79.95	84.45	89.05	93.80	98.65	104.25	110.00	115.90	121.95	128.45	135.50
Commercial Outside	10,000 gal	159.20	167.45	176.25	185.60	195.20	205.35	216.10	227.15	239.15	251.45	264.40
Commercial Inside	50,000 gal	307.95	326.45	345.05	363.80	382.65	406.25	430.00	453.90	477.95	504.45	533.50
Commercial Outside	50,000 gal	611.20	643.45	678.25	715.60	753.20	793.35	836.10	879.15	927.15	975.45	1,026.40
Industrial Inside	500,000 gal	2,162.55	2,253.10	2,358.50	2,499.00	2,639.50	2,780.05	2,920.60	3,061.25	3,201.90	3,342.60	3,483.35

**Sample Monthly Combined Water and Sewer Charges**

## Memorandum

**TO:** Valdese Town Council

**FROM:** Larry Johnson, Planning Director  
Hunter Nestor, WPCOG Community and Regional Planner

**DATE:** May 26, 2020

**SUBJECT:** Conditional Use Permit #1-3-2020  
Multi-family Development in R-8 Residential

**APPLICANT:**  
WNC Housing Partnership

**PROPERTY OWNER:**  
Town of Valdese

**REQUEST:**  
On March 6, 2020, the applicant requests a Conditional Use Permit to allow a 66-unit multi-family residential development (PUD-R) in the R-8 Residential District.

**LOCATION:**  
605 Pineburr Avenue SW (Crowhill Park Properties). Properties currently owned by the Town of Valdese. The applicant currently has an option to purchase if funding is approved.

**LAND USE AND ZONING:**  
Comprised of two parcels totaling 6 acres, is currently vacant. The main parcel is being used by the owner for the temporary storage of leaves and yard debris. The smaller parcel is being used for egress and ingress into the main parcel.

The parcels are zoned R-8 Residential. The intent of the R-8 District is to provide for town scaled residential development within walking distance of services. The R-8 Residential District is a high density district in that it permits a host of residential uses including single family, duplexes, Class A manufactured homes and multi-family developments (conditional use permit)

**SURROUNDING ZONING:**  
North: R-8 Residential  
South: R-8 Residential, R-12 Residential  
East: R-8 Residential  
West: R-8 Residential



**SURROUNDING LAND USES:**

North: Single Family Residential  
South: Single Family Residential  
East: Single Family Residential  
West: Single Family Residential

**TRANSPORTATION:**

Egress and Ingress to the property is by way of Pineburr Avenue SW. Pineburr is identified as a local residential street and is maintained by the Town. Partial resurfacing of Pineburr occurred in 2009.

A traffic count was conducted by the Town of Valdese Public Works Department. The count showed an average daily count of 540 on Pineburr Avenue SW, from Orchard Avenue to Hoyle Street. During peak time of 11:00 am, the average daily count was 41 vehicles. During the peak pm time of 1:00 pm, the vehicle count was 47 vehicles.

Public Services Director Greg Padgett has reviewed the plans for Pine Crossing Multifamily Development and has determined that Pineburr Avenue SW has the capacity to accommodate the additional traffic generated by the proposed development.

**UTILITIES:**

The Town of Valdese has the capacity and will provide water and sewer services. This area is being served with a 6-inch water line and an 8-inch sewer line. One master meter is being proposed in lieu of 66 individual meters. However, the developer will have two options for securing sewer. Option #1 will be the installation of a privately owned pump station. Option #2 will require acquisition of right to way by the developer to extend existing sewer to the site.

Additionally, Valdese Public Works Department shall not be responsible for any garbage pick-up.

**LAND USE PLAN:**

The Valdese Vision – A Land Use Action Plan for the Future identifies the future use of this property as residential.

**CONDITIONAL USE REQUEST HISTORY:**

There is no conditional use history on the two parcels.

**APPLICABLE CODE SECTIONS:**

**Section 9-3051 Neighborhoods Residential District (R-8)**

- 1) The intent of the R-8 District is to provide for town scaled residential development within walking distance of services. The R-8 Neighborhoods Residential District is a high density district in that it permits a host of residential uses including single family, duplexes, and Class A manufactured homes.
- 2) Uses permitted with a conditional use permit: **Multi-family building**, Planned Unit Development-Business, **Planned Unit Development-Residential**, Public and Private School, Residential Care Facilities, Laundromats, Grocery Stores, Day Care Center, Mix Uses, Bakeries/Delicatessens, Barber and Beauty Shops and Floral Shops.

## **Section 3051.2 Off-Street Parking and Loading Requirements**

- 1) Off Street parking and loading requirements shall be met for all uses as required by Article F.

## **Article F – Off-Street Parking Requirements**

9-3071 Parking Spaces to be required and permanent

- i) The off-street parking space required shall be permanent spaces and shall not be used for any other purpose.
- ii) Each parking space shall be 30 degrees, 60 degrees, or 90 degrees and a minimum of nine (9) feet by eighteen (18) feet if angled. If paralleled, the parking space must be a minimum of seven (7) feet by twenty-two (22) feet.
- iii) Required off-street parking spaces for any use shall not be located more than 400 feet from the use they are intended to serve.

### **2) Section 9-3074 Schedule of Parking Spaces**

- i) Off-street parking spaces shall be provided and permanently maintained by the owners and occupants of the following use classifications: Multi-family 1.5 spaces for each unit.

### **Section 9-3076 Parking Lot Design Requirements**

- ii) Off-street parking areas should be designed to create a safe and comfortable passage for the pedestrians. All off-street parking lots, including exits, entrances, drives and parking areas shall
  - a) Allow for traffic movement in accordance with generally accepted design principles.

- b) Have physical access to a public street.
- c) Be designed so that storm water runoff from the parking area does not create erosion, flooding, or other nuisance conditions.
- d) Off-street parking areas, loading, egresses and ingresses, shall be paved with asphalt or concrete.
- e) Be maintained as long as the use, which it serves exist. Each parking space shall be marked and maintained.
- f) Unless otherwise required, all off-street parking with more than ten (10) automotive vehicles that adjoins any plot of land zoned or used for single family residential purposes, shall be screened with landscaped devices.

#### Section 9-3077 Landscaping of Parking Area

- b) Landscaping shall not obstruct the view of motorists using any street, private driveway, parking aisles or the approach to any street intersection so as to constitute a traffic hazard.
- c) Meet landscaping requirements for interior areas of parking areas. Interior areas are defined as the areas within the property used for vehicular storage, parking or movement.
- d) Meet landscaping requirements for street yards of parking areas. Street yards are **defined** as the area between the public right-of-way and interior areas.
- e) Adhere to Tree and Shrub specifications.
- f) Meet the abutting property landscaping requirements.

#### Section 9-3111 Planned Unit Development – Residential (PUD-R)

- a) The purpose of the planned unit development – residential is to encourage the development of living environments, which meet the needs of the people who live in them by providing certain development privileges in exchange for preplanning and design considerations.

The planned unit development – residential provides flexibility in using new development concepts and in introducing variety into neighborhoods by encouraging mixed uses, variable lot size, and

environmentally sensitive design, which promotes the conservation of open space and ensures substantial compliance with the intent of the Town of Valdese Zoning Ordinance.

- i. Encourage development that enhances the quality of life while protecting the health, safety and general welfare of residents;
  - ii. Encourage variety in housing opportunities;
  - iii. Encourage the development of a viable economic base;
  - iv. Encourage the development of land uses that will complement existing adjacent land uses;
- b)** The Town Council may approve this form of development in the districts that allow it as a conditional use, if the conditions specified in this article are met.
- i. At the time of application for a planned unit development, all land, structures and other real property shall be in single or joint ownership of whatever form, or the petitioner shall have the right to acquire ownership under a valid option, and this information shall be included in the application for a planned unit development.
  - ii. A residential planned unit development shall be located on a site containing at least two (2) contiguous acres.
  - iii. If land or structures within a proposed PUD-R are to be sold to more than one person, firm, corporation or other entity, then the proposed PUD-R shall be subject to the Town of Valdese Subdivision Ordinance. Deviations from said standards may be approved provided they are stated as part of the PUD-R Application Requirements.
  - iv. A minimum of 10 percent of the land area for the PUD-R shall be common open/recreational space. This area shall be identified as open/recreation space on the submitted plans, which shall be recorded in the Office of the Register of Deeds. In residential mixed use PUD-R's, required open space may not be part of any proposed platted single-family residential lots.
  - v. All new planned unit developments shall provide concrete sidewalks along both sides of all existing and proposed public streets within the PUD-R. Sidewalks shall only be

required on the internal side of existing streets that are on the perimeter of the PUD-R. Sidewalks shall be a minimum of 5 feet wide and four inches thick. Sidewalks will not be required along alleys. All pedestrian segments shall meet or exceed ADA standards and shall be constructed of concrete.

- vi. The design and layout of a PUD-R shall take into account the relationship of the site of the surrounding areas. Additionally, the perimeter of the PUD-R shall be so designed as to minimize any negative impact on adjacent properties.
  - vii. Development of a PUD-R may be phased, in which case all the property anticipated for the PUD-R development shall be submitted as part of the PUD-R development plan showing a conceptual depiction of the eventual development and approximate phase lines shown. During the phased development of a PUD-R, proportional overall common open space required shall be incorporated into each phase and be dedicated and installed or improved by the end of the construction of each proposed phase.
  - viii. Following review of the proposed PUD-R, the Planning Board shall recommend approval or denial of the application and accompanying PUD-R plans. Planning Board may recommend to Town Council conditional approval with such conditions as are necessary to ensure conformity to all applicable requirements. There were no conditions placed on the approval of the PUD-R by the Valdese Planning Board.
- c) In order for an application for a PUD-R to be approved, the Town Council must find that the proposed development will be compatible with comprehensive land use, and neighborhood development plans, and will not place an excessive traffic load on local streets. In addition, Town Council must find that the site can be developed according to a site plan that will be compatible with existing neighborhood development, and that the site can be provided with adequate utility services.

### **Section 9-3147 Conditional Uses**

- i) The Valdese Town Council shall grant in particular cases and subject to appropriate conditions and safeguards, permits for conditional uses as authorized by this Valdese Zoning Ordinance and set forth as Conditional Uses under various use districts.

### **POSSIBLE FINDINGS AS RELATED TO THE GENERAL STANDARDS FOUND IN SECTION 9-3147**

- 1) The use will not adversely affect the health, or safety of persons residing or working in the neighborhood of the proposed use.

#### **Applicant complies**

- 2) The use will not be detrimental to the public welfare or injurious to property or public improvements in the neighborhood.

#### **Applicant complies**

- 3) The use, which is listed as a conditional use in the district in which it is proposed to be located, complies with all required zoning standards.

#### **Applicant complies or agrees to comply**

### **REVIEW/DISCUSSION:**

The Valdese Town Council is required make findings based upon substantial evidence presented at the hearing. The Town Council may refer to staff's report to aid in its deliberations. It is the responsibility of the applicant to present such evidence in the form of testimony, exhibits, documents, models, plans, and the like that applicant desires to present in support of the application for a conditional use permit. The Town Council may designate such conditions which in its opinion will conform to the requirements and spirit of the conditional use ordinance.

If at any time after a conditional use permit has been issued the Town Council finds that the conditions imposed and agreements made have not been or are not being fulfilled by the holder of a conditional use permit, the permit shall be terminated, and the operation of such use discontinued. If a conditional use permit is terminated for any reason, it may be reinstated only after a public hearing is held.

The project will include 66 multifamily units located on the property currently owned by the Town of Valdese. The applicant currently maintains an option to purchase the property if funding for this project is approved by the State.

The proposed development is identified as a Planned Unit Development – Residential (PUD-R) permitted with conditional use approval from Valdese Town Council.

The project must meet or exceed all zoning requirements of the R-8 Neighborhood Residential District and Article F Off-Street Parking. Based upon the projection of 66 units, 1.5 parking spaces (minimum of 99) must be made available for the total number of units. The developer will be providing 116 spaces. The minimum area for each parking space shall be 9ft x 18ft.

Traffic count show an average daily count of 540 cars on Pineburr Avenue SW. Average count during the peak times of 11:00 am and 1:00 pm are 41 and 47 respectively.

The Town of Valdese Public Works Department has stated that the property is served by water and sewer. The applicant will have two options to obtain sewer to the site. Valdese Public Works agrees to one master meter serving the building in lieu of sixty (66) individual meters. If additional utility upgrades are required, the expense will be the responsibility of the developer. The Town of Valdese has the capacity to serve this development

The proposed project is consistent with Valdese's Master Land Use Plan.

**PLANNING BOARD RECOMMENDATION:**

The Planning Board reviewed the Conditional Use Permit Application on Thursday, May 21, 2020 and unanimously voted to recommend approval without conditions.

# Pine Crossing

2020



WESTERN  
**NC**  
HOUSING PARTNERSHIP

 **MILLS**  
CONSTRUCTION COMPANY



# Overview

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Seeking a Conditional Use Permit to allow development of a new 66-unit multifamily housing community

PUD meets all standards of the Ordinance while enhancing quality of life, health, safety and welfare of residents through the expansion of high quality new housing in Valdese

Development has taken great care to integrate seamlessly in the existing neighborhood with no negative impacts to surrounding neighbors, traffic or utilities capacity

# Who We Are

---

Western N.C. Housing Partnership, Inc. (WNCHP) is a nonprofit 501(c)3 organization founded in 1994 celebrating 25 years in 2019

We are committed to developing high quality apartment residences for aging populations and workforce families within the thirty-one county region of Western North Carolina



# Experienced Team

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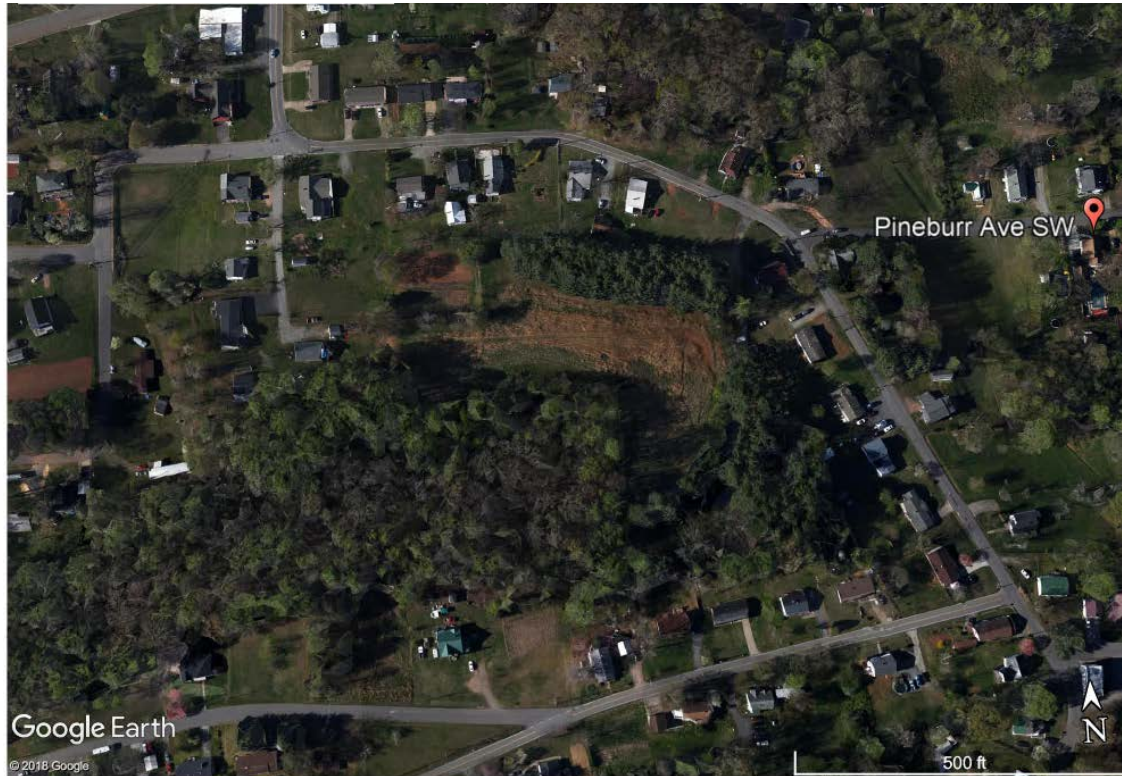
We will be working in tandem with Fred G. Mills, a tax credit developer with over 50 years of experience in housing development in North Carolina

The organization includes an in-house construction company that we will utilize – jobs will be created during construction

Over 3,000 units developed

Recent developments in: Granite Falls, Mocksville, Dallas NC, Asheville, Greenville NC, Tabor City, Raleigh, Lumberton, Charlotte, Bermuda Run





# Site Details

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6 acres

66 units

- 12 : 1BR
- 36 : 2BR
- 18 : 3BR

5 residential buildings



# Site Details

---

6 acres

66 units

- 12 : 1BR
- 36 : 2BR
- 18 : 3BR

5 residential buildings

# Proposed Development

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## Amenities

Community center

Kids play area and tot lot

Picnic area

Computer lab

On-site management

24-hour emergency maintenance

On-site security cameras

## Projected Rents

Unit Size	Unit Count	40% AMI	50% AMI	60% AMI
1 BR	12	\$355	\$460	\$565
2 BR	36	\$420	\$515	\$630
3 BR	18	-	\$590	\$720

Rent includes water/sewer utilities. Note: Rents will be approved by NCHFA

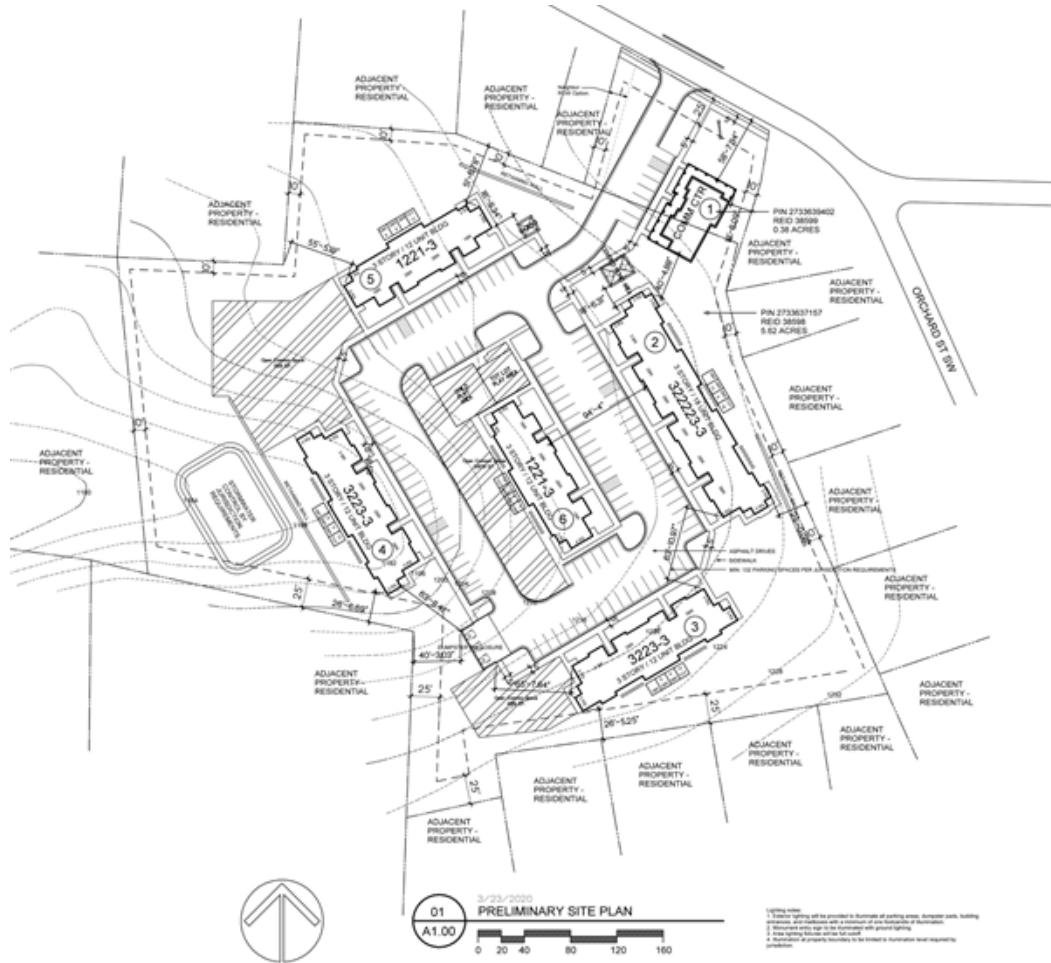


# Site Details

## Required Setbacks

- 25' Front
- 10' Side
- 25' Rear
- Exceeds all setback requirements

[Valdese Ord. 9-3111.1 (b)12]]



## Required Setbacks

- 25' Front
- 10' Side
- 25' Rear
- Exceeds all setback requirements

25' setback

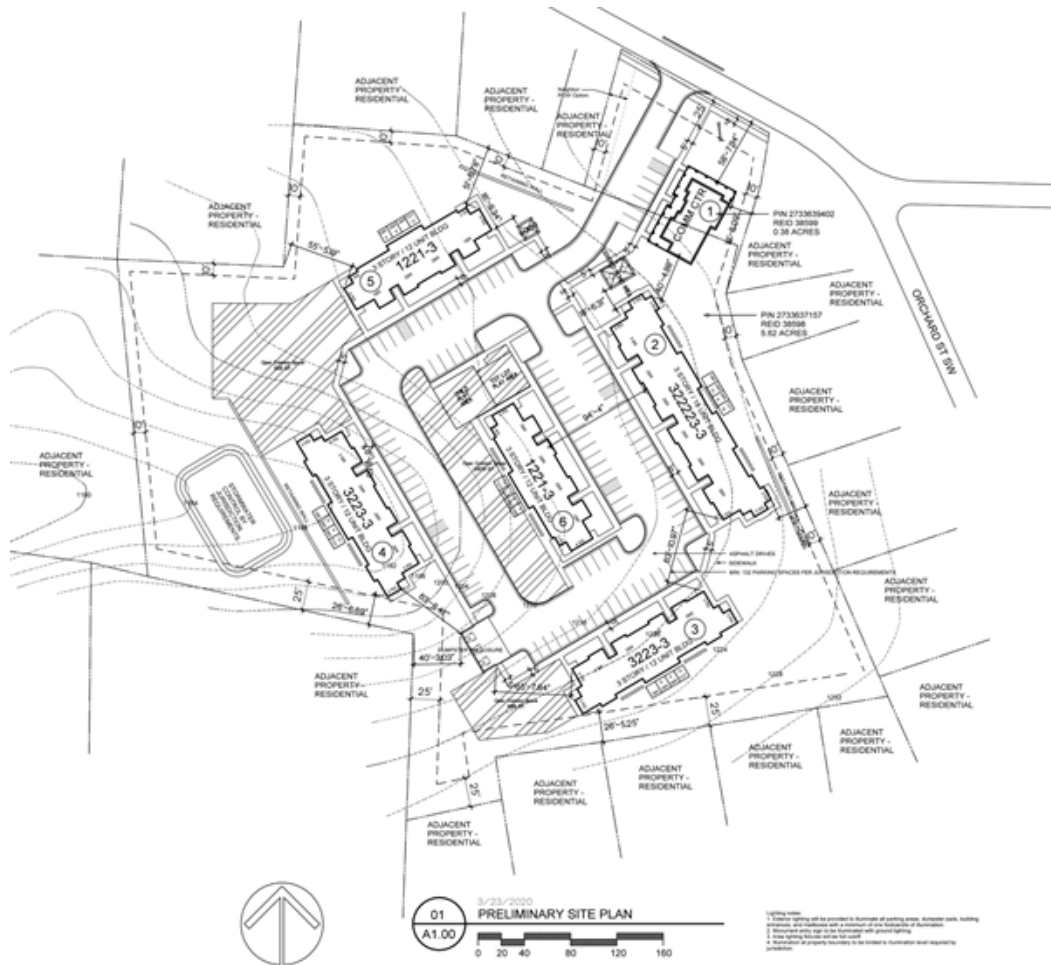
Ord. 9-3111.1 (b)12)]

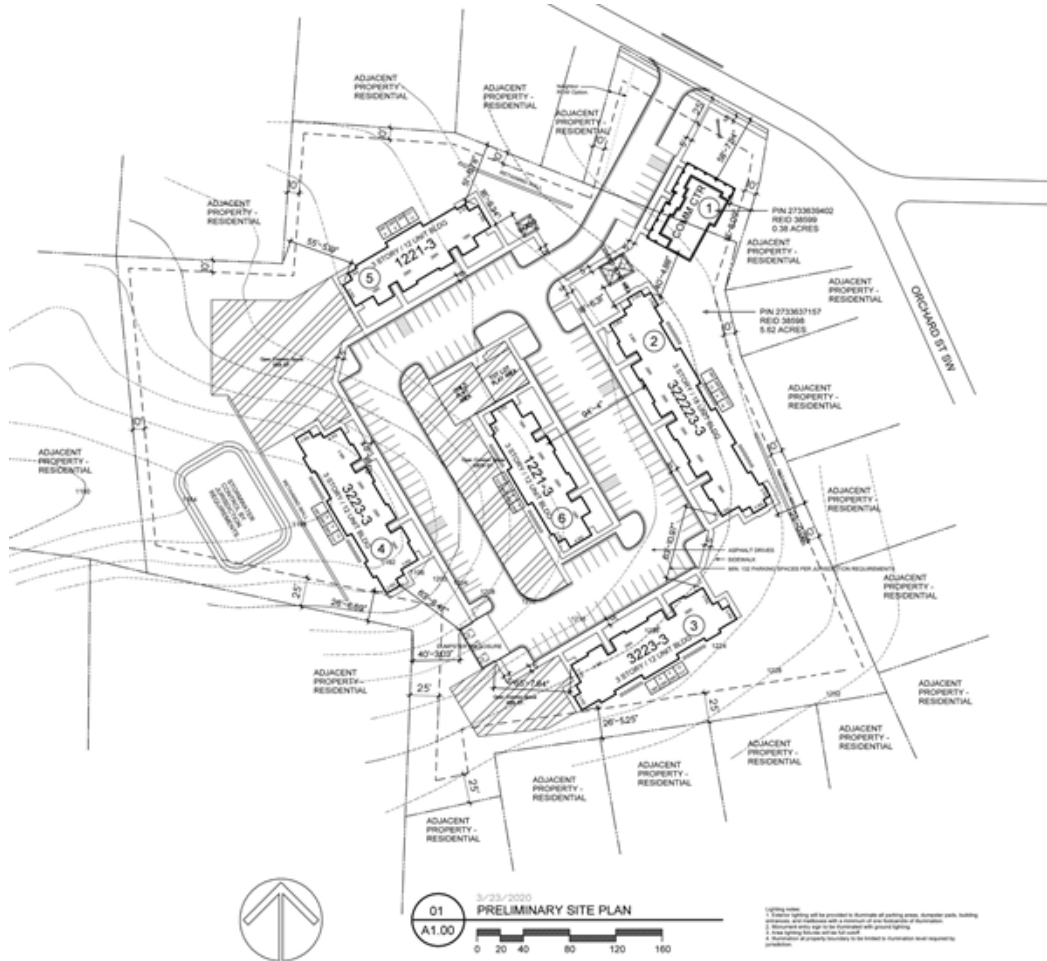


# Site Details

## Topography & Buffering

- Care was taken in designing the property to minimize any negative impact of surrounding properties
- Site layout takes advantage of grade changes to increase separation from surrounding housing
- Retaining walls are planned to account for the grade change which will further separate the development

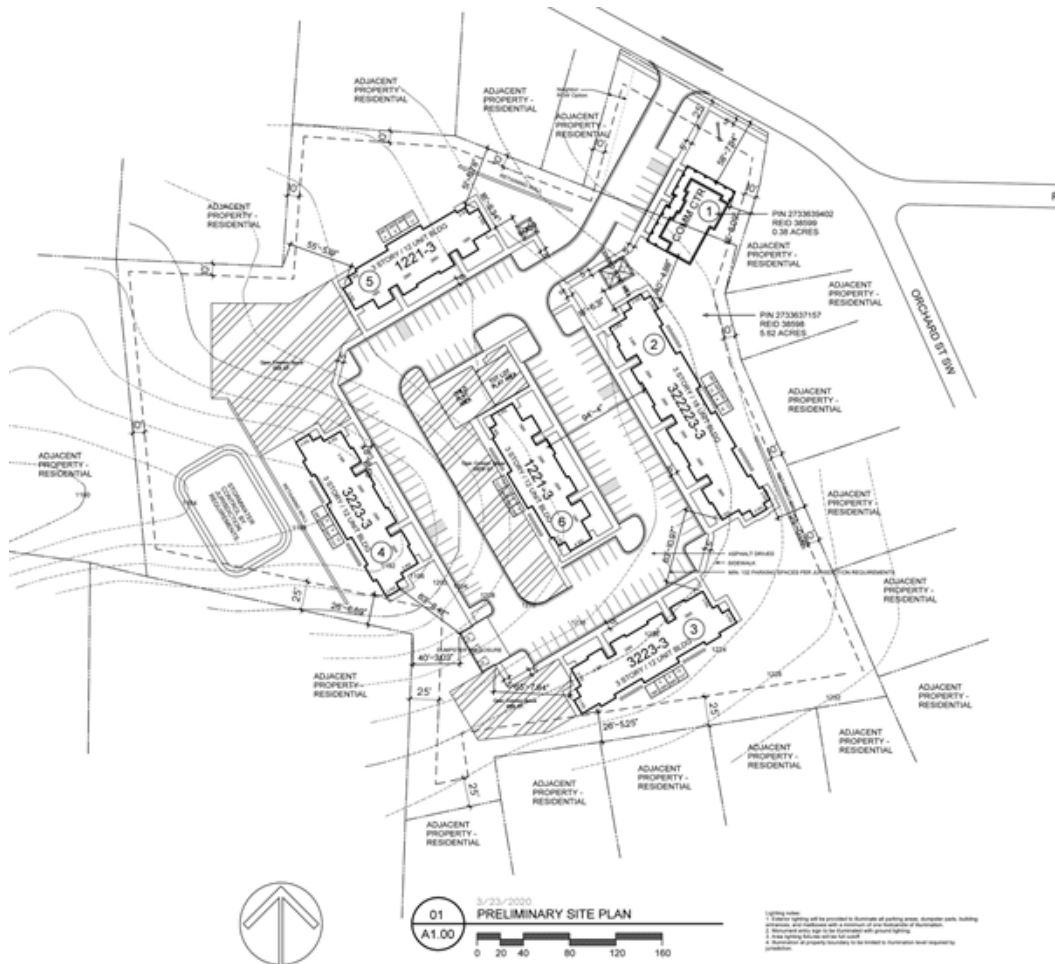




# Site Details

## Topography & Buffering

- Trees and vegetation along the perimeter of property will be retained
- Screening will be built up as necessary to assure privacy is maintained



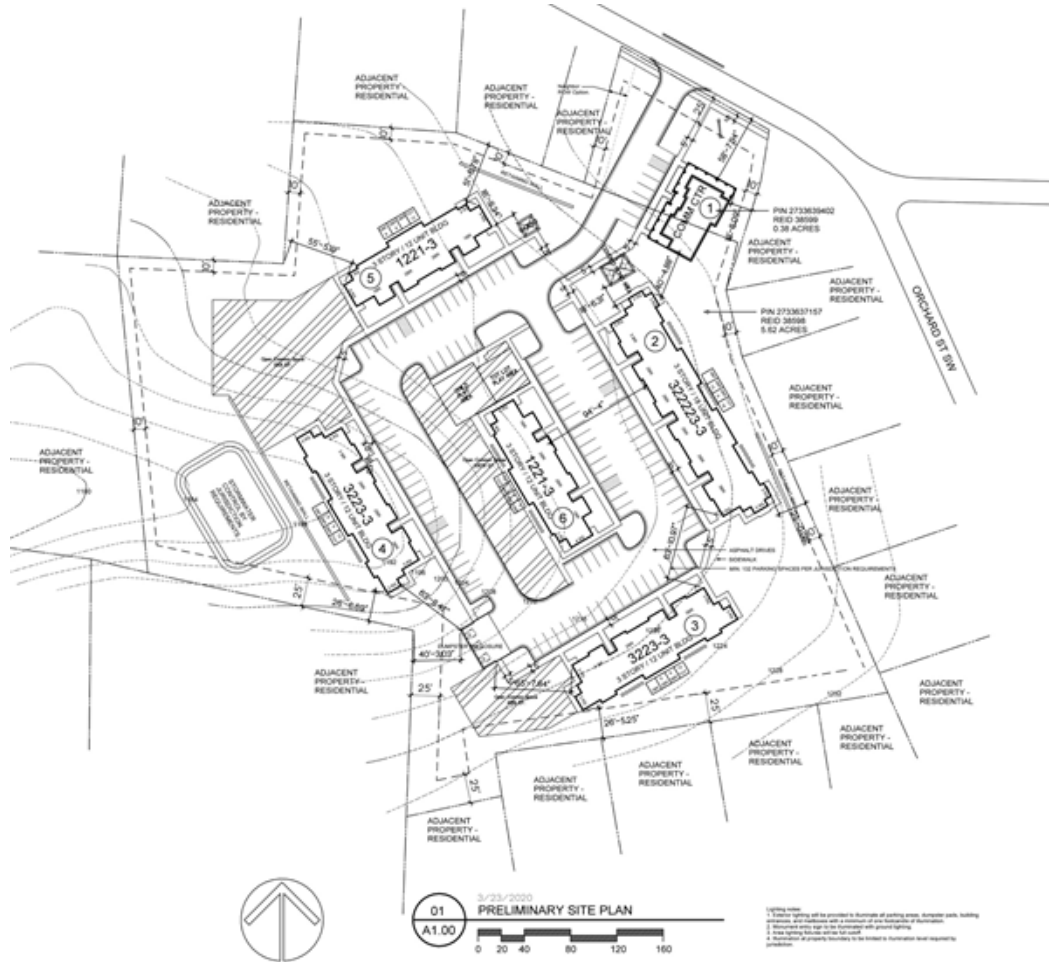
# Site Details

## Impervious Surface

- The site has less than 36% impervious surface to meet the ordinance requirement if the site requires a Sediment/Erosion Control Plan
- Building area does not exceed 30% of lot area
- Development will meet all storm water management requirements

[Valdese Ord. 9-3051.4 (d)(3 & 4)]





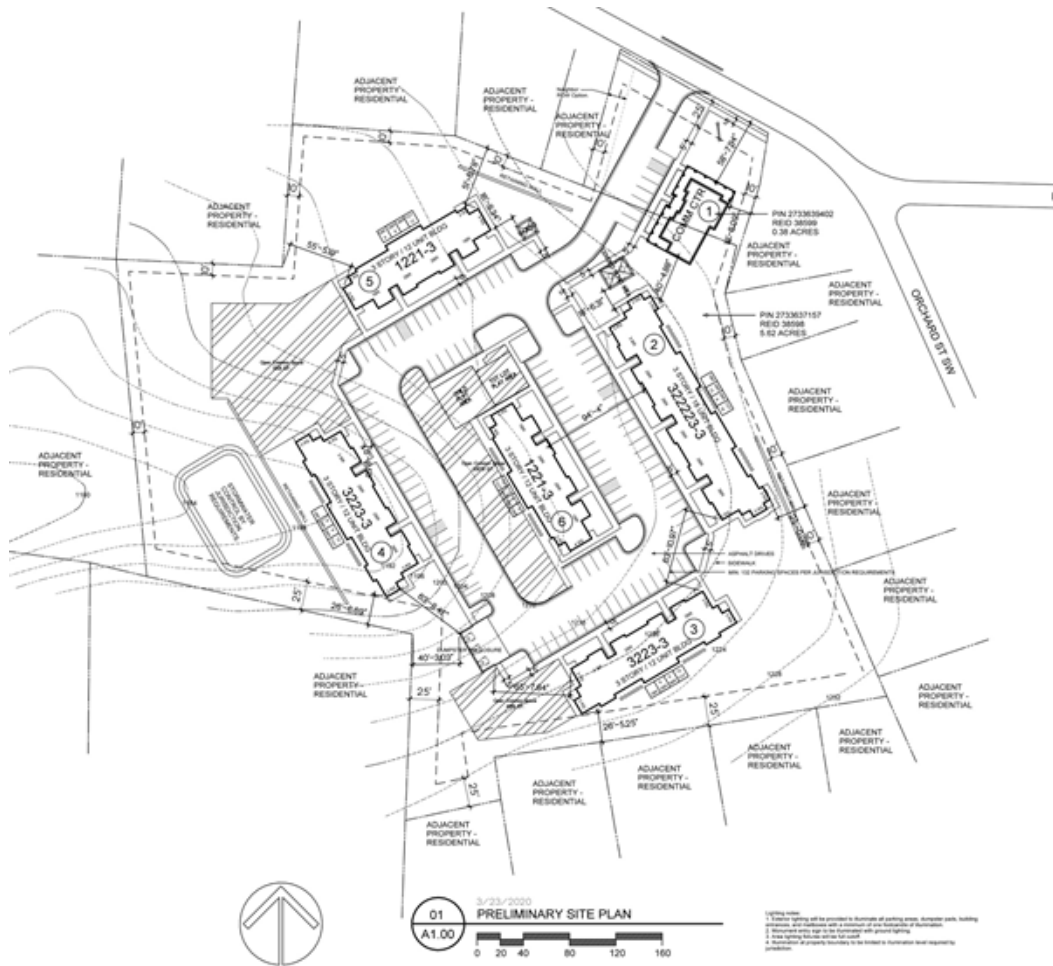
# Site Details

## Sidewalks

- ADA accessible sidewalks are provided through the property
- Sidewalks will be constructed along Pineburr Ave on the property per ordinance requirement

[Valdese Ord. 9-3111.1 (b)(5)]





# Neighborhood Compatibility

- Several multifamily developments exist in the surrounding neighborhood
- This development will be walkable to downtown providing residents good access to shopping and dining amenities on Main Street

[Valdese Ord. 9-3111.1 (b)(5)]



# Building Design

Dallas, NC | Completed 2014, Phase 2 Completed 2019





# Building Design

Greenville, NC | Completed 2015



# Economic Impact

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- \$9.5 million total Investment
- An estimated local 100 jobs will be directly and indirectly supported through the development of this property
- Mills Construction will seek to hire local contractors as well as local permanent employees for management and maintenance

# Traffic

---

- Traffic Count was conducted at the property for two weeks in Nov. 2019
  - Peak hour AM Traffic
    - 39 cars per hour
  - Peak hour PM Traffic
    - 56 cars per hour
- *Analysis*
  - Currently at its most busy hour, Pineburr Ave SW sees less than one car per minute
  - Traffic modeling estimates a total peak AM increase of 20 cars per hour and peak PM increase of 25 cars per hour
  - After development Pineburr Ave will likely an average of 1 car per minute during AM peak hour and 1.35 cars per minute during PM peak hour
- *Conclusion*
  - There is plenty of road capacity to serve this development without creating traffic problems

# Market Demand

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- Comparable housing in the market is at 99% occupancy
- According to our market study this development would only satisfy 13% of current demand in the market area

# Long Range Plan Consistency

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This development meets the Blueprint Burke Strategic Land Use Plan (2016-2030) Long Range Plan goals of:

- The Long-Range Plan's top housing goal is to encourage higher density development in primary growth areas near municipalities. Encouraging a variety of residential development will meet the needs of a diverse county population
- Develop policies that allow for higher density development in the primary growth areas near municipalities



Thank You

## Memorandum

**TO:** Valdese Town Council

**FROM:** Larry Johnson, Planning Director  
Hunter Nestor, WPCOG Community and Regional Planner

**DATE:** May 26, 2020

**SUBJECT:** Conditional Use Permit 2-3-20

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**APPLICANT**

MARK MORGAN, MC MORGAN & ASSOCIATES INC

**PROPERTY OWNER:**

JOHN RAY STROUP

**REQUEST:**

On March 9, 2020 the applicant requests a Conditional Use Permit to allow for a multi-family development in the R-12A zoning district.

**LOCATION:**

251 PRALEY ST NW

**LAND USE AND ZONING:**

The 9.22 vacant and undeveloped tract is zoned Residential District (R-12A).

The R-12A Residential District is intended to be a moderately quiet, medium-high density residential living areas consisting of single-family, duplexes and multi-family dwellings, along with limited home occupations and limited private and public community uses.

R-12A Residential is considered a “floating” zoning district. This designation is used to identify parcels within town limits that are conducive for apartments, condominiums, etc., and yet restrict other residential uses found in the R-8 Residential District.

**Surrounding Zoning:**

North: R-12 Residential

South: R-12 Residential

East: R-8 Residential and R-12 Residential

West: R-8 and B-1 Central Business District

**Surrounding Land Use:**

North: Vacant and Undeveloped  
South: Single-Family Residential  
East: Single-Family Residential and Office/Institutional (Valdese First Baptist Church)  
West: Residential, Commercial (Car Wash) and Office/Institutional (Valdese Elementary School)

**TRANSPORTATION:**

The proposed egress and ingress to the property is by way of Praley Street NW. Praley Street NW is identified as a local residential street and is maintained by the Town.

A traffic count was conducted by the Town of Valdese Public Works Department. The count showed an average daily count of 821 on Praley Street NW. Peak times identified from the count were 10:00 am, with the average daily count of 91 vehicles. Between Noon and 3:00PM, the average vehicle count was 70 vehicles.

Public Services Director Greg Padgett has reviewed the plans for Tron's Place Multifamily Development and has determined that Praley Street NW has the capacity to accommodate the additional traffic generated by the proposed 60 unit elderly development.

**UTILITIES:**

The Town of Valdese has the capacity and will provide water and sewer services. A 6 inch water line and 8 inch sewer line lie within street right of way of Praley Street NW. One master meter is being proposed in lieu of 60 individual meters.

Additionally, Valdese Public Works shall not be responsible for any garbage pick-up or rough trash services.

**LAND USE PLAN:**

The Valdese Land Use Plan identifies the future land use as undeveloped.

**CONDITIONAL USE REQUEST HISTORY:**

There is no conditional use history on this property.

**APPLICABLE CODE SECTIONS**

***(Please note that no technical compliance criterion is required.)***

**Section 9-3052 Neighborhoods Residential District (R-12A)**

- 1) The R-12A district is intended to be a moderately quiet, medium-high density residential living area consisting of single-family, two-family and multi-family dwellings, along with limited home occupations and limited private and public community uses.

- 2) Uses permitted with a conditional use permit: **Multi-family building**, Residential Care Facilities, Planned Unit Development-Residential, Public and Private School, Gated Subdivisions.

## **Section 3052.2 Off-Street Parking and Loading Requirements**

- 1) Off Street parking and loading requirements shall be met for all uses as required by Article F of the Zoning Ordinance.

## **Article F – Off Street Parking Requirements**

9-3071 Parking Spaces to be required and permanent

- i) The off-street parking space required shall be permanent spaces and shall not be used for any other purpose.
- ii) Each parking space shall be 30 degrees, 60 degrees, or 90 degrees and a minimum of nine (9) feet by eighteen (18) feet if angled. If paralleled, the parking space must be a minimum of seven (7) feet by twenty-two (22) feet.
- iii) Required off-street parking spaces for any use shall not be located more than 400 feet from the use they are intended to serve.

### **Section 9-3074 Schedule of Parking Spaces**

- iv) Off-street parking spaces shall be provided and permanently maintained by the owners and occupants of the following use classifications: Senior Housing, 1 space for each unit.

### **Section 9-3076 Parking Lot Design Requirements**

- v) Off-street parking areas should be designed to create a safe and comfortable passage for the pedestrians. All off-street parking lots, including exits, entrances, drives and parking areas shall
  - a) Allow for traffic movement in accordance with generally accepted design principles.
  - b) Have physical access to a public street.
  - c) Be designed so that storm water runoff from the parking area does not create erosion, flooding, or other nuisance conditions.
  - d) Off-street parking areas, loading, egresses and ingresses, shall be paved with concrete or asphalt.



- e) Be maintained as long as the use, which it serves exist. Each parking space shall be marked and maintained.
- f) Unless otherwise required, all off-street parking with more than ten (10) automotive vehicles that adjoins any plot of land zoned or used for single family residential purposes, shall be screened with landscaped devices.

#### Section 9-3077 Landscaping of Parking Area

- b) Landscaping shall not obstruct the view of motorists using any street, private driveway, parking aisles or the approach to any street intersection so as to constitute a traffic hazard.
- c) Meet landscaping requirements for interior areas of parking areas. Interior areas are defined as the areas within the property used for vehicular storage, parking or movement.
- d) Meet landscaping requirements for street yards of parking areas. Street yards are **defined** as the area between the public right-of-way and interior areas.
- e) Adhere to Tree and Shrub specifications.
- f) Meet the abutting property landscaping requirements.

#### **Sec. 9-3147 Conditional Uses.**

The Valdese Town Council shall grant in particular cases and subject to appropriate conditions and safeguards, permits for conditional uses as authorized by this Valdese Zoning Ordinance and set forth as Conditional Uses under the various use districts.

#### **POSSIBLE FINDINGS AS RELATED TO THE GENERAL STANDARDS FOUND IN SEC. 9-3147.**

- 1) The use will not adversely affect the health, or safety of persons residing or working in the neighborhood of the proposed use.

**Applicant complies**

- 2) The use will not be detrimental to the public welfare or injurious to property or public improvements in the neighborhood.

**Applicant complies**

- 3) The use, which is listed as a conditional use in the district in which it is proposed to be located, complies with all required zoning standards.

**Applicant complies or agrees to comply**

**REVIEW/DISCUSSION:**

The Valdese Town Council is required make findings based upon substantial evidence presented at the hearing. The Town Council may refer to staff's report to aid in its deliberations. It is the responsibility of the applicant to present such evidence in the form of testimony, exhibits, documents, models, plans, and the like that applicant desires to present in support of the application for a conditional use permit. The Town Council may designate such conditions which in its opinion will conform to the requirements and spirit of the conditional use ordinance.

If at any time after a conditional use permit has been issued the Town Council finds that the conditions imposed and agreements made have not been or are not being fulfilled by the holder of a conditional use permit, the permit shall be terminated, and the operation of such use discontinued. If a conditional use permit is terminated for any reason, it may be reinstated only after a public hearing is held.

The proposed 60 unit elderly/multi-family housing development is for the person's age 55 yrs. and older. The applicant plans to construct one 3-story building that will include (31) one-bedroom units and (29) two-bedroom units. The applicant currently maintains an option to purchase the property if funding for this project is approved by the State. The proposed development is permitted with conditional use approval from Valdese Town Council.

The application is for senior housing (age 55 years and older) and according to data from the Developer; this is a need in Burke County and more specifically in Valdese. The site is located one block from the center of town and will be visible along Main Street. Additionally, the apartments allow access to all the local amenities. Mr. Mark Morgan of MC MORGAN & ASSOCIATES INC has recently completed a 60 unit multi-family apartment project in Hildebran.

The project must meet or exceed all zoning requirements of the R-12A Neighborhood Residential District and Article F Off-Street Parking. Based upon the projection of 60 units, 1 parking space for each senior housing unit (minimum of 60) must be made available. The developer will be providing 64 spaces. The minimum area for each parking space shall be 9ft x 18ft, which is consistent with town's parking requirements.

Traffic count show an average daily count of 821 cars on Praley Street NW. Average count during morning and afternoon peak times of are 91 and 71 respectively.

The Town of Valdese Public Works Department has stated that the property will be served by a 6 inch water line and an 8 inch sewer line. Valdese Public Works agrees to one master meter serving the building in lieu of sixty (60) individual meters. If additional utility upgrades are required, the expense will be the responsibility of the developer. The Town of Valdese has the capacity to serve the development.

Finally, proposed development is consistent with the Valdese Vision Plan.

**PLANNING BOARD RECOMMENDATION:**

The Planning Board reviewed the Conditional Use Permit Application on Thursday, May 21, 2020 and unanimously voted to recommend Town Council approval without conditions.

**SITE INFORMATION:**

SITE: 9.22 ACRES  
DENSITY: 6.51 UNITS/ACRES  
ZONING: R-12A  
SETBACKS: FRONT = 35' MINIMUM  
REAR = 25' MINIMUM  
SIDE = 10' MINIMUM (15' FOR SIDE ABUTTING A STREET ROW)  
BUILDINGS: (1) 3-STORY SENIOR APARTMENT BUILDING  
SPRINKLERS: 13R  
PARKING SPACES: 64 REQUIRED @ 1.0 PER UNIT/60 PROVIDED + (4) VISITOR SPACES

**UNIT INFORMATION:**

UNIT MIX	SPCS/UNIT	PAINT TO PAINT SQ. FT.
1-BR (A UNITS)	= 29	668 SQ. FT.
2-BR (B UNITS)	= 31	974 SQ. FT.
TOTAL	=60 UNITS	

**BUILDING INFORMATION:**

TOTAL HEATED RENTAL (PAINT TO PAINT): = 49,566 SQ. FT.  
TOTAL BUILDING GROSS SQUARE FOOTAGE: = 67,059 SQ. FT.

**REQUIRED AMENITIES:**

- A INDOOR/OUTDOOR SITTING AREAS - (W/ MIN. 1 BENCH, 3 LOCATIONS)
- B MULTI-PURPOSE ROOM (MIN. 250 SQ. FT.)
- C TENANT STORAGE AREAS

**ADDITIONAL AMENITIES:**

- D COVERED DRIVE-THRU AT ENTRY
- E COVERED PATIO WITH SEATING - (MIN. 150 SQ. FT.)
- F RESIDENT COMPUTER CENTER - (MIN. 3 COMPUTERS)



**TRON'S PLACE**  
VALDESE, NC

MARTIN RILEY ASSOCIATES - ARCHITECTS, P.C.  
215 CHURCH STREET SUITE 200 DECATUR GEORGIA 30030-3329 404-773-2800

TRON'S PLACE  
VALDESE, NC

**MRA**

**CSP.1**

PROJECT	2019-09-09
DATE	5-6-2020
DESIGNER	ARCHITECTURAL SITE PLAN

NOT RELEASED FOR CONSTRUCTION



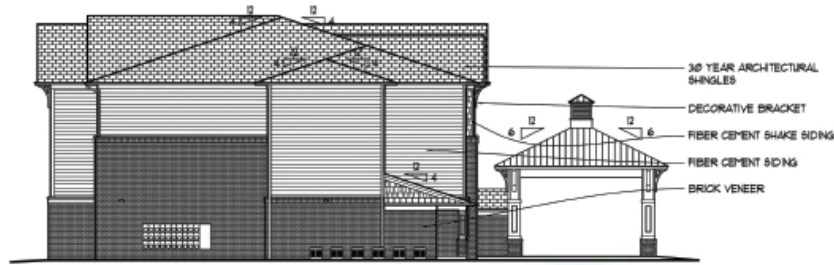


Photo of Admiral Pointe Apts in High Point NC. Building design proposed in Valdese

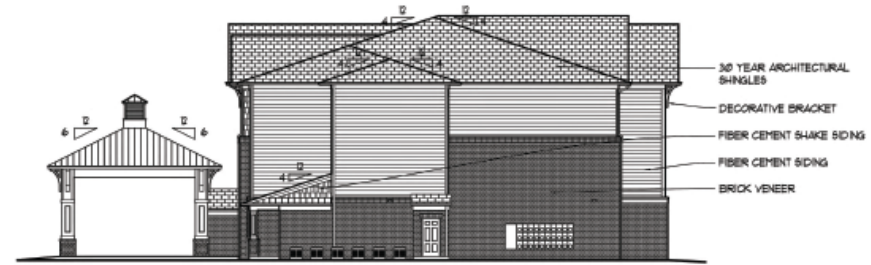




4 REAR ELEVATION  
3/32" = 1'-0"



3 LEFT SIDE ELEVATION  
3/32" = 1'-0"



2 RIGHT SIDE ELEVATION  
3/32" = 1'-0"



1 FRONT ELEVATION  
3/32" = 1'-0"

SCALE: 3/32" = 1'-0"

NOT RELEASED FOR CONSTRUCTION

PLOTTED: 5/18/2020 12:55:00 PM - DRAWING: P:\MORGAN\2019-2020\VALDESE, NC\2020\SHEET\A-2019-2020-A-S.DWG - PLOTTED BY: SARAH KING - COPYRIGHT 2020

REVISION	PROJECT
	2019-2020
	5-6-2020
	DATE BY / CHECKED BY
	NRK / ML

MARTIN RILEY ASSOCIATES - ARCHITECTS, P.C.  
25 CHURCH STREET SUITE 200 DECATUR GEORGIA 30030-3329 404-373-2800  
TRON'S PLACE  
VALDESE, NC





**TOWN OF VALDESE**  
NORTH CAROLINA'S FRIENDLY TOWN

P.O. BOX 339

VALDESE, NORTH CAROLINA 28690-0339

PHONE (828) 879-2120 | FAX (828) 879-2139 | TOWNOFVALDESE.COM

**Memorandum**

To: John Black, Mayor  
Valdeese Town Council

From: Seth Eckard, Town Manager  
Jessica Lail, HR Director

Date: June 1, 2020

Subject: Two new positions added to Pay Plan

Staff is requesting the approval of two new positions:

Public Service Director  
&  
Assistant Public Works Director

The grade schedule recommendation comes from David Hill, Management Analyst, with Piedmont Triad Regional Council.

If you have any comments or questions, please contact me.

## **TOWN OF VALDESE FY 2019-2020 PAY PLAN**

<b>Pay Grade</b>	<b>Min</b>	<b>Market</b>	<b>Max</b>	<b>FLSA</b>	<b>Classification</b>
10	26,300	31,310	37,572	N	Public Works Maintenance Worker I
10	26,300	31,310	37,572	N	Street Maintenance Worker I
10	26,300	31,310	37,572	N	Utilities Maintenance Worker I
11	27,615	34,519	41,423	N	Public Works Maintenance Worker II
11	27,615	34,519	41,423	N	Street Maintenance Worker II
11	27,615	34,519	41,423	N	Utilities Maintenance Worker II
12	28,996	36,245	43,494	N	Equipment Operator
12	28,996	36,245	43,494	N	Utility Field Service Technician I
12	28,996	36,245	43,494	N	Wastewater Treatment Plant Operator I
12	28,996	36,245	43,494	N	Water Treatment Plant Operator C
13	30,446	38,058	45,669	N	
14	31,968	39,960	47,952	N	Administrative Specialist I
14	31,968	39,960	47,952	N	Customer Service Representative
14	31,968	39,960	47,952	N	Fleet Mechanic I
14	31,968	39,960	47,952	N	Laboratory Technician
14	31,968	39,960	47,952	N	Meter Technician I
14	31,968	39,960	47,952	N	Utility Field Service Technician II
14	31,968	39,960	47,952	N	Wastewater Treatment Operator II
14	31,968	39,960	47,952	N	Water Treatment Plant Operator B
15	33,567	41,958	50,350	N	Animal Control Officer
15	33,567	41,958	50,350	N	Fleet Mechanic II
15	33,567	41,958	50,350	N	Meter Technician II
15	33,567	41,958	50,350	N	Plant Maintenance Mechanic
16	35,245	44,056	52,868	N	Administrative Specialist II
16	35,245	44,056	52,868	N	Events and Facilities Supervisor
16	35,245	44,056	52,868	N	Fire Engineer
16	35,245	44,056	52,868	N	Fire Engineer/Maintenance
16	35,245	44,056	52,868	N	Public Works Crew Leader
16	35,245	44,056	52,868	N	Wastewater Treatment Plant Operator III
16	35,245	44,056	52,868	N	Water Treatment Plant Operator A
17	37,007	46,259	55,511	N	Accounting Technician I
17	37,007	46,259	55,511	N	Assistant Community Affairs Director
17	37,007	46,259	55,511	N	Athletics Programs Supervisor
17	37,007	46,259	55,511	N	Police Officer I
17	37,007	46,259	55,511	N	Wastewater Treatment Plant Maintenance Mechanic Supv
17	37,007	46,259	55,511	N	Wastewater Treatment Plant Operator IV
18	38,858	48,572	58,287	N	Accounting Technician II
18	38,858	48,572	58,287	N	Fire Marshal



18	38,858	48,572	58,287	N	Laboratory Supervisor
18	38,858	48,572	58,287	N	Police Officer II
19	40,801	51,001	61,201	N	
20	42,841	53,551	64,261	E	Aquatics and Fitness Supervisor
20	42,841	53,551	64,261	N	Police Sergeant
20	42,841	53,551	64,261	N	Utility Maintenance Crew Leader
21	44,983	56,228	67,474	N/E	
22	47,232	59,040	70,848	N/E	
23	49,593	61,992	74,390	N	Assistant Fire Chief
23	49,593	61,992	74,390	N	Assistant Police Chief/Detective
23	49,593	61,992	74,390	E	Wastewater Treatment Plant Superintendent
23	49,593	61,992	74,390	E	Water Treatment Plant Superintendent
24	52,073	65,091	78,109	N	Assistant Public Works Director
25	54,677	68,346	82,015	E	
26	57,410	71,763	86,116	E	Planning Director
26	57,410	71,763	86,116	E	Community Affairs Director
27	60,281	75,351	90,421	E	Deputy Town Clerk/HR Director
27	60,281	75,351	90,421	E	Parks and Recreation Director
28	63,295	79,119	94,943	E	Fire Chief
28	63,295	79,119	94,943	E	Police Chief
29	66,460	83,075	99,690	E	Water Resources Director
30	69,783	87,228	104,674	E	Public Works Director
30	69,783	87,228	104,674	E	Public Service Director
31	73,272	91,590	109,908	E	Finance Director

Town Manager (Not Administered on Pay Plan)



**Town of Valdeese  
Public Service  
Director**

**I. General Statement of Duties**

Performs difficult professional, technical, and administrative work planning, organizing, and directing a variety of public service activities including street maintenance and repair; solid waste management; sign maintenance; buildings and grounds maintenance; vector control; storm water management; fleet maintenance, water and wastewater treatment plant operations.

**II. Distinguishing Features of the Class**

An employee in this class plans, organizes and directs the work of employees engaged in the construction, maintenance, and repair of municipal infrastructure and public works. The employee provides technical advice and assistance to the Town Manager in the development of policies and procedures relating to utility and public works services, and insures that modern, safe, effective and efficient practices are utilized by municipal work crews and local contractors and developers. The employee represents the town to a wide variety of citizens, other agencies, businesses, and civic organizations. Work is performed independently and in coordination with the Town Manager and other officials. Supervision is exercised over all departmental personnel.

**III. Duties and Responsibilities**

- Directs the operations of the Public Services Department, including water and wastewater treatment plant operations, water and wastewater construction and meter services, fleet maintenance and management, building services, landscape services, street maintenance, solid waste services, traffic engineering, and control and professional engineering operations.
- Develops department guidelines and procedures; oversees the supervision of department personnel.
- Oversees the development and administration of the department budget.
- Responds to and resolves citizen and customer inquiries and complaints.
- Manages the maintenance of records; prepares required reports.
- Confers with consulting engineers on construction of new facilities and evaluation studies of existing facilities.
- Performs other related duties as assigned.

**IV. Recruitment and Selection Guidelines**

**Knowledge, Skills, and Abilities**

- Knowledge and level of competency commonly associated with the completion of a master's degree in a course of study related to the occupational field.
- Experience sufficient to thoroughly understand the diverse objectives and functions of the subunits in the division/department in order to direct and coordinate work within the division/department, usually interpreted to require three to five years of related experience.

- Possession of or ability to readily obtain a valid driver's license issued by the State of North Carolina for the type of vehicle or equipment operated.
- Certification as a Professional Engineer or Engineer in Training.
- Knowledge of the principles and practices of public administration.
- Knowledge of the city code of ordinances and other regulations, policies and procedures.
- Knowledge of local government budgeting, financial management and purchasing practices.
- Knowledge of relevant federal and state environmental regulations and standards.
- Skill in management and supervision.
- Skill in analyzing data and making decisions.
- Skill in establishing priorities and organizing work.
- Skill in developing short- and long-range plans.
- Skill in the use of general office equipment, including a computer, calculator, facsimile machine, and copier.
- Skill in public and interpersonal relations.
- Skill in oral and written communication.

### **Physical Requirements**

- Must be able to physically perform the basic life operational functions of stooping, kneeling, crouching, reaching, standing, walking, climbing, balancing, pulling, fingering, grasping, feeling, talking, hearing, and repetitive motions.
- Must be capable of performing physically challenging work under emergency conditions.
- Must be able to successfully pass a medical physical exam and drug test. Must successfully pass a criminal background check.
- Must be able to perform heavy work exerting up to 100 pounds of force occasionally, and/or up-to 50 pounds of force frequently, and 20 pounds of force constantly to move objects.
- Must possess visual acuity to produce and review written reports and records including mathematical calculations, operate a computer terminal, analyze data, and to read maps, schematic drawings, and plans.

### **Desirable Education and Experience**

- Graduation from an accredited college or university with an Associates degree in engineering, public works or other utilities field
- 5 years of supervisory level experience

### **Special Requirements**

- Valid NC Driver's License

### **V. Disclaimer**

This classification specification has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees to perform the job. The Town of Valdese reserves the right to assign or otherwise modify the duties assigned to this classification.

### **VI. FLSA Status**

- This position is exempt.



Town of Valdeese  
Assistant  
Public Works  
Director

**I. General Statement of Duties**

Performs difficult professional, technical, and administrative work planning, organizing, and directing a variety of public works activities including street maintenance and repair; solid waste management; sign maintenance; buildings and grounds maintenance; vector control; storm water management; and fleet maintenance.

**II. Distinguishing Features of the Class**

An employee in this class plans, organizes and directs the work of employees engaged in the construction, maintenance, and repair of municipal infrastructure and public works. The employee provides technical advice and assistance to the Public Services Director in the development of policies and procedures relating to utility and public works services, and insures that modern, safe, effective and efficient practices are utilized by municipal work crews and local contractors and developers. The employee represents the town to a wide variety of citizens, other agencies, businesses, and civic organizations. Work is performed independently and in coordination with the Public Services Director and other officials. Supervision is exercised over all departmental personnel.

**III. Duties and Responsibilities**

- Assist with the development and administration of the Public Works budget.
- Develops guidelines and procedures; manages and supervises Public Works personnel and their work/projects.
- Responds to and resolves citizen and customer inquiries and complaints.
- Directs and supervises the management of street construction, maintenance, and repair projects.
- Directs and supervises traffic engineering, solid waste management and landscape services.
- Inspects the work of personnel and outside contractors engaged in City projects.
- Manages the processes of Public Works records maintenance; Directs personnel in the maintenance of Public Works records; prepares required reports.
- Coordinates special events, projects and clean ups associated with Public Works divisions.
- Performs other related duties as assigned.

**IV. Recruitment and Selection Guidelines**

**Knowledge, Skills, and Abilities**

- Thorough knowledge of the principles and practices of public works administration, planning, and construction.
- Thorough knowledge of related town policies.
- Thorough knowledge of the equipment and materials used in the construction, maintenance and repair of streets, water, wastewater, and electrical lines, buildings, and grounds.
- Considerable knowledge of laws, regulations, and requirements related to public works and utilities.
- General knowledge of management practice and theory.
- General knowledge of governmental budgeting, personnel, and purchasing practices.

- General knowledge of related engineering principles and practices.
- Ability to prepare records and reports.
- Ability to plan, organize and direct the work of a wide-ranging staff.
- Ability to maintain effective working relationships with Town officials, other public officials, employees, contractors, and the general public.
- Ability to communicate effectively orally and in writing.

### **Physical Requirements**

- Must be able to physically perform the basic life operational functions of stooping, kneeling, crouching, reaching, standing, walking, climbing, balancing, pulling, fingering, grasping, feeling, talking, hearing, and repetitive motions.
- Must be capable of performing physically challenging work under emergency conditions.
- Must be able to successfully pass a medical physical exam and drug test. Must successfully pass a criminal background check.
- Must be able to perform heavy work exerting up to 100 pounds of force occasionally, and/or up-to 50 pounds of force frequently, and 20 pounds of force constantly to move objects.
- Must possess visual acuity to produce and review written reports and records including mathematical calculations, operate a computer terminal, analyze data, and to read maps, schematic drawings, and plans.

### **Desirable Education and Experience**

- Graduation from an accredited college or university with an Associate's degree in engineering, public works or other utilities field
- 5 years of supervisory level experience

### **Special Requirements**

- Valid NC Driver's License

### **V. Disclaimer**

This classification specification has been designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees to perform the job. The Town of Valdese reserves the right to assign or otherwise modify the duties assigned to this classification.

### **VI. FLSA Status**

- This position is exempt.

## Valdese Town Council Meeting

Monday, June 1, 2020

Budget Amendment #

24

Subject:

2020 Street Paving Project - Ivy Lane

Description:

This amendment covers an additional 28 tons of asphalt used along with undercutting and stabilizing areas of poor subgrade with crushed stone. This road when adopted was not to code with Town acceptable specifications, and thus the subgrade was in worse condition than initially anticipated.

## Proposed Action:

BE IT ORDAINED by the Council of the Town of Valdese that, pursuant to Section 15 of Chapter 159 of the General Statutes of North Carolina, the following amendment is made to the annual budget ordinance for the fiscal year ending June 30, 2020:

## Section I:

The following revenues available to the Town will be increased:

Account Description		Decrease/ Debit	Increase/ Credit
10.3990.000	Powell Bill-Restricted Fund Balance		5,500
Total		\$0	\$5,500

Amounts appropriated for expenditure are hereby amended as follows:

Account Description		Increase/ Debit	Decrease/ Credit
10.5700.740	Capital Outlay	5,500	
Total		\$5,500	\$0

## Section II:

Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, to the Budget Officer and the Finance Officer for their direction.