

Agenda

Town of Fairview



Agenda
Town Council Meeting
June 12, 2017
7:00 pm

(Meeting to be held at the Old Fairview School)

1. Call the meeting to order: ---Mayor Thomas

Invocation
Pledge of Allegiance

- a. Agenda Changes
- b. Approval of Agenda

2. Public Comments / Presentations:**

3. Consent Agenda:

- a) Financial and Tax Reports--- *Report Accepted as Information (including Pending Bills documentation provided at meeting)*
- b) Land Use Report---*Report Accepted as Information*
- c) CRTPO --- *No Report*
- d) Monroe/Union County Economic Development Committee Report--- *Report Accepted as Information*
- e) Resolution for Post Traumatic Stress Disorder (PTSD) Awareness Month
- f) Approve Council Minutes for May 8, 2017

Agenda

4. Items of Business:

Item 1: Public Hearing on proposed 2017-18 Town Budget

Finance Officer to explain proposed budget

Mayor to open Public Hearing

**Hear public comments on the proposed 2017-2018
budget for the Town of Fairview**

Mayor to close Public Hearing

Item 2: Discuss proposed budget for 2017-2018 ---*Darrell Baucom*

Item 3: Adopt the Town of Fairview Budget Ordinance for fiscal year 2016-2017

Item 4: Discuss and approve budget amendments for the 2017 Budget --- *Darrell Baucom*

Item 5: Approve contract for new auditor, J.B. Watson & Co., P.L.L.C. --- *Darrell Baucom*

Item 6: Public Hearing on proposed Text Change TC # 17-029 in the Land Use Ordinance to require new easements to be recorded; all easements to be 30 ft. wide and a maintenance agreement on all new easements

Ed Humphries to explain Text Change TC # 17-029

Mayor to open Public Hearing

Hear public comments on the Text Change TC # 17-029

Mayor to close Public Hearing

Item 7: Discuss and approve Text Change TC # 17-029 in the Land Use Ordinance to require new easements to be recorded; all easements to be 30 ft. wide and a maintenance agreement on all new easements.

To include the zoning statement: The proposed zoning amendment under consideration is/is not found to be reasonable and consistent with the recommendations of the Town's adopted comprehensive plan, the Town of Fairview Land Use Plan(Revised August 11, 2014), and the Town of Fairview Land Use Ordinance (effective July 1, 2005)

Item 8: Amend approval of property given to the Fairview Fire & Rescue from .71 acres to 1.384 acres according to final survey --- *Ed Humphries*

Agenda

Item 9: Approve FINAL pay application # 12 for Eagle Wood for the completion of the Fairview Park --- *Jerry Clontz*

Item 10: Approve resolution “town credit card” and authorize the Mayor to sign the proper application to acquire a town credit card with a credit line of \$1,500.00

Item 11: Festival Update --- *Gary Wilfong*

Item 12: Park Update --- *Jerry Clontz*

- a. **Approve** lighting plan for park
 - Option 1: Five wooden poles and 7 fixtures totaling \$118.16 per month
 - Option 2: Five decorative poles and 7 fixtures totaling \$154.00 per month
 - Option 3: Five decorative poles and 7 fixtures total \$62.11 per month (plus onetime fee of \$14,224.72)
- b. **Accept** a donation from the American Legion for a flag pole for the park. Approve purchase of 2 additional flag poles (state and town) in the amount of approximately \$2,300.00 --- *Gary Wilfong*
- c. **Appoint** 2 members to the Park & Rec Committee (These appointments are for the positions currently held by Stan Smith and Leon Whitley –these terms will expire June 2020). Mr. Whitley has indicated that he would like to be reappointed.

5. Council Comments:

6. Adjournment

AS A COURTESY, PLEASE TURN CELL PHONES OFF WHILE MEETING IS IN PROGRESS

**** Public Comments are limited to 3 minutes**

Consent Agenda

A consent agenda is an effective means of managing the length of a meeting. It is normally made up of routine items that are not controversial in nature and upon which no further discussion is anticipated. Action on the consent agenda usually occurs early in the meeting with all items listed being approved by one motion and vote.

If any member of the governing body feels the need to discuss one or more of the items more fully, the item may be removed from the consent agenda and placed on the regular agenda.

Town of Fairview
Balance Sheet
 As of June 3, 2017

	Jun 3, 17	Jun 3, 16
ASSETS		
Current Assets		
Checking/Savings		
American Community Bank	297,507.49	179,528.88
Bank of NC	0.00	958,151.98
Total Checking/Savings	297,507.49	1,137,680.86
Other Current Assets		
Accounts Receivable - State Gov	897.83	0.00
Franchise Tax Receivable	34,697.37	43,188.53
Investments		
Investments NCCMT	969.84	966.58
Total Investments	969.84	966.58
PARTF Grant receivable	163,387.35	0.00
Prepaid assets	1,124.00	1,323.00
Sales Tax Receivable	4,083.70	4,001.24
Taxes receivable	2,535.62	3,536.17
Total Other Current Assets	207,695.71	53,015.52
Total Current Assets	505,203.20	1,190,696.38
Fixed Assets		
Accumulated Depreciation	-9,717.68	-7,474.08
Computer Equipment	12,643.66	12,643.66
Furniture and Equipment	1,698.00	1,698.00
Land	219,516.33	219,516.33
Land improvements	10,145.00	10,145.00
Leasehold improvements	2,500.00	2,500.00
Total Fixed Assets	236,785.31	239,028.91
Other Assets		
Park development costs	56,201.15	25,055.00
Total Other Assets	56,201.15	25,055.00
TOTAL ASSETS	798,189.66	1,454,780.29
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
Accounts Payable	10,901.17	10,837.48
Total Accounts Payable	10,901.17	10,837.48
Other Current Liabilities		
Accrued payroll	3,533.01	3,436.07
Deferred revenue - ad valorem	0.00	4,635.53
Payroll Liabilities	565.85	367.68
Total Other Current Liabilities	4,098.86	8,439.28
Total Current Liabilities	15,000.03	19,276.76
Total Liabilities	15,000.03	19,276.76
Equity		
Equity		
Fixed assets	294,248.81	264,083.91
Total Fund Balance	1,359,212.89	1,244,247.72
Total Equity	1,653,461.70	1,508,331.63

5:12 PM

06/02/17

Accrual Basis

Town of Fairview
Profit & Loss Budget vs. Actual
July 1, 2016 through June 3, 2017

	Jul 1, '16 - Jun 3, 17	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Ad Valorem taxes	72,219.50	69,150.00	3,069.50
Alcoholic beverage	16,242.66	0.00	16,242.66
Cable TV franchise taxes	3,615.20	0.00	3,615.20
Fund balance appropriated	0.00	78,852.55	-78,852.55
Interest on delinquent taxes	355.11	0.00	355.11
Investment income	1,765.70	2,220.00	-454.30
Motor vehicle taxes	9,728.32	7,030.30	2,698.02
Park rental income	400.00	0.00	400.00
PARTF grant	288,818.25	31,755.00	257,063.25
Sales and use tax	22,666.73	22,200.00	466.73
Sales and use tax refund	92.93	0.00	92.93
Special appro from Gen Assembly	185,000.00	18,500.00	166,500.00
Utility Franchise taxes	109,142.41	124,000.00	-14,857.59
Zoning fees	6,620.00	2,775.00	3,845.00
Total Income	716,666.81	356,482.85	360,183.96
Expense			
Advertising and Promotion	746.24	555.00	191.24
Audit fees	7,050.00	7,050.00	0.00
Bank Service Charges	127.76	0.00	127.76
Capital outlay	1,240,107.96	134,133.00	1,105,974.96
Computer, internet and website	5,432.00	5,550.00	-118.00
Dues and Subscriptions	5,391.00	5,250.00	141.00
Festival expense	2,134.81	10,000.00	-7,865.19
Fire Dept Allocation	9,166.63	9,250.00	-83.37
Fire Dept Truck Payment	52,569.24	52,568.00	1.24
Grants	0.00	5,000.00	-5,000.00
Insurance Expense	5,157.60	6,000.00	-842.40
Legal fees	5,542.04	5,550.00	-7.96
Meals and Entertainment	138.99	0.00	138.99
Miscellaneous Expense	122.09	0.00	122.09
Office Supplies	4,710.86	4,020.00	690.86
Park Maintenance	5,178.24	5,550.00	-371.76
Payroll Expenses	30,297.33	30,878.98	-581.65
Payroll taxes	5,153.08	5,152.07	1.01
Planning and zoning	36,194.09	36,468.16	-274.07
Professional Fees	7,474.70	10,000.00	-2,525.30
Rent Expense	2,750.00	2,775.00	-25.00
Repairs and Maintenance	0.00	1,000.00	-1,000.00
Solid Waste Manage cost share	8,000.00	800.00	7,200.00
Tax collection fees	1,241.86	1,110.00	131.86
Telephone Expense	2,816.40	3,330.00	-513.60
Training fees	125.00	1,110.00	-985.00
Travel Expense	398.48	1,110.00	-711.52
Utilities	175.60	0.00	175.60
Total Expense	1,438,202.00	344,210.21	1,093,991.79
Net Ordinary Income	-721,535.19	12,272.64	-733,807.83
Net Income	-721,535.19	12,272.64	-733,807.83

Town of Fairview
Transactions by Account
As of June 3, 2017

Type	Date	Num	Adj	Name	Memo	Debit	Credit	Balance
American Community Bank								
Bill Pmt -Check	05/02/2017	101885		Cash Grading Comp...			15,000.00	342,963.11
Bill Pmt -Check	05/05/2017	101886		City of Charlotte	Local match for Federal Aid pl...		1,231.00	327,963.11
Bill Pmt -Check	05/05/2017	101887		Clark, Griffin and Mc...	Retainer fee		350.00	326,382.11
Bill Pmt -Check	05/05/2017	101888		CompuNetworld	Server and email hosting		260.00	326,122.11
Bill Pmt -Check	05/05/2017	101889		Darrell H. Baucom_	expense reimbursement		85.15	326,036.96
Bill Pmt -Check	05/05/2017	101890		Duke Energy_	Park power costs		36.41	326,000.55
Bill Pmt -Check	05/05/2017	101891		Eagle Wood, Inc.	11th draw for Park		9,210.91	316,789.64
Bill Pmt -Check	05/05/2017	101892		Ed Humphries_	Office and park expenses		503.93	316,285.71
Bill Pmt -Check	05/05/2017	101893		Fairview VFD and R...			1,083.33	315,202.38
Bill Pmt -Check	05/05/2017	101894		Great American Fina...			89.48	315,112.90
Bill Pmt -Check	05/05/2017	101895		Rachel Outen	Reimburse for Park Grand Op...		34.21	315,078.69
Bill Pmt -Check	05/05/2017	101896		Refined Outdoors	Park monthly maintenance		2,068.75	313,009.94
Bill Pmt -Check	05/05/2017	101897		Teresa Gregorius_	Grand Opening expense		16.00	312,993.94
Bill Pmt -Check	05/05/2017	101898		Union County AP	Solid waste fee for Piedmont s...		8,000.00	304,993.94
Bill Pmt -Check	05/05/2017	101899		Union County Public ...	water		57.86	304,936.08
Paycheck	05/08/2017	101901		Darrell H. Baucom			889.11	304,046.97
Paycheck	05/08/2017	101911		Teresa Gregorius			1,050.20	302,996.77
Paycheck	05/08/2017	101900		Bradley W Purser			138.52	302,858.25
Paycheck	05/08/2017	101902		Doug Buchanan			46.17	302,812.08
Paycheck	05/08/2017	101903		Edward D Humphries			1,997.11	300,814.97
Paycheck	05/08/2017	101904		Gary H Wilfong			138.52	300,676.45
Paycheck	05/08/2017	101905		Jerry C. Clontz			161.61	300,514.84
Paycheck	05/08/2017	101906		John A Biggers, Jr.			138.52	300,376.32
Paycheck	05/08/2017	101907		John H. Crowell			46.17	300,330.15
Paycheck	05/08/2017	101908		Nancy H Randall			46.18	300,283.97
Paycheck	05/08/2017	101909		Patricia H. Kindley			46.17	300,237.80
Paycheck	05/08/2017	101910		Phillip C Thomas			184.70	300,053.10
Paycheck	05/08/2017	101912		Tony FD Helms			46.17	300,006.93
Check	05/08/2017	101913		Travelers	workers comp for 17-18		1,124.00	298,882.93
Check	05/08/2017	101914		Jerry C. Clontz	Park supplies and maintenance		269.98	298,612.95
Deposit	05/08/2017				Deposit	261.21		298,874.16
Deposit	05/10/2017				Deposit	1,918.26		300,792.42
Deposit	05/10/2017				Deposit	300.00		301,092.42
Liability Check	05/15/2017	To Print		IRS	55-0789092		1,907.58	299,184.84
Liability Check	05/15/2017	To Print		IRS	55-0789092	0.00		299,184.84
Bill Pmt -Check	05/15/2017	101915		Cash Grading Comp...			2,759.00	296,425.84
Bill Pmt -Check	05/15/2017	101916		Stan Smith	Food, etc for grand opening of...		348.23	296,077.61
Check	05/17/2017			Verizon Wireless	Ed's cell phone		68.31	296,009.30
Deposit	05/18/2017				Deposit	475.00		296,484.30
Deposit	05/18/2017				Deposit	88.78		296,573.08
Deposit	05/22/2017				Deposit	648.37		297,221.45
Check	05/25/2017			Frontier Telephone	office phones		195.31	297,026.14
Deposit	05/25/2017				Deposit	16,242.66		313,268.80
Bill Pmt -Check	05/29/2017	101917		Cash Grading Comp...	clearing trees, etc		14,200.00	299,068.80
Bill Pmt -Check	05/29/2017	101918		Piedmont Signs	Signs for park		1,967.40	297,101.40
Deposit	05/31/2017				Interest	81.09		297,182.49
Deposit	05/31/2017				Deposit	325.00		297,507.49
Total American Community Bank						20,340.37	65,795.99	297,507.49
TOTAL						20,340.37	65,795.99	297,507.49

Town of Fairview
Park Related costs

<u>Date</u>	<u>Services</u>	<u>Payee</u>	<u>Check Number</u>	<u>Amount Paid</u>
2/9/2015	Design development - initial bill	Benesch	101245	8,370.00
4/13/2015	Design development - second bill	Benesch	101268	1,335.00
5/11/2015	Design development - third bill	Benesch	101292	4,610.00
6/8/2015	Design development - fourth bill	Benesch	101321	1,010.00
6/23/2015	NC DOT driveway permit application fee	NC DOT	101329	50.00
6/23/2015	NC DENR erosion and sedimentation app fee	NC DENR	101330	260.00
7/10/2015	Construction documents - June 28, 2015	Benesch	101335	9,420.00
8/10/2015	Construction documents - July 26, 2015	Benesch	101359	2,355.00
8/27/2015	NC DENR storm water permit	NC DENR	101383	505.00
9/14/2015	Construction docs - Aug 18 and perc test	Benesch	101385	1,895.00
10/12/2015	Const docs, permitting and bidding	Benesch	101411	6,255.00
11/9/2015	Bidding on park	Benesch	101437	3,100.00
12/7/2015	Amendment #1 for turn lane design	Benesch	101488	4,900.00
3/14/2016	Construction administration	Benesch	101552	2,300.00
3/28/2016	NC DENR for revisions to plan	NC DENR	101565	150.00
4/11/2016	Construction administration	Benesch	101566	5,600.00
5/9/2016	Construction administration	Benesch	101589	2,162.00
6/13/2016	Construction administration	Benesch	101612	760.50
7/11/2016	Construction administration and Amend #2	Benesch	101631	1,163.65
8/8/2016	Amendment #2	Benesch	101650	2,005.00
8/11/2016	Initial construction - first draw	Eagle Wood	101671	83,797.98
9/12/2016	Construction administration	Benesch	101672	2,346.84
9/12/2016	Initial construction - second draw	Eagle Wood	101676	85,790.96
9/13/2016	Construction administration - Amend #2	Benesch	101692	1,764.01
9/30/2016	Initial construction - third draw	Eagle Wood	101713	76,419.35
10/10/2016	Amendment #2 draw	Benesch	101718	3,298.00
11/14/2016	Duke Energy - Deposit and connection fee	Duke Energy	101721	115.00
11/14/2016	Initial construction - fourth draw	Eagle Wood	101722	196,960.49
12/12/2016	Construction administration	Benesch	101759	500.00
12/12/2016	Initial construction - fifth draw	Eagle Wood	101762	171,505.50
12/12/2016	Initial construction - sixth draw	Eagle Wood	101784	240,275.08
12/30/2016	Initial construction - seventh draw	Eagle Wood	101789	169,363.66
2/13/2017	Initial construction - eighth draw	Eagle Wood	101822	75,656.65
3/13/2017	Initial construction - ninth and tenth draws	Eagle Wood	101850	75,677.13
3/31/2017	Initial construction - 11th draw	Eagle Wood		9,210.91
4/11/2017	Scotty's Concrete; pad for grill	Scott's Concr	101884	1,495.00
4/20/2017	Cash Grading - clearing trees	Cash Grading		10,000.00
5/1/2017	Cash Grading - clearing trees	Cash Grading		15,000.00
5/8/2017	Cash Grading - clearing trees	Cash Grading		14,200.00
5/1/2017	Piedmont Signs	Piedmont Signs		1,967.40
5/9/2017	Cash Grading - grading for grill pad and parking	Cash Grading		2,759.00
Total incurred costs-to-date				1,296,309.11
Reimbursements received from PARTF November 4, 2015				18,032.50
Reimbursements received from PARTF November 9, 2016				136,130.15

Remaining cost est. 20,000⁰⁰
retains, etc.
1,366,309.11 8

Town of Fairview
Pond Related Costs

<u>Date</u>	<u>Services</u>	<u>Payee</u>	<u>Check Number</u>	<u>Amount Paid</u>
3/9/2015	Foster Lake and Pond - lowering pond level	Foster Lake	101248	2,450.00
	Total for 14/15 fiscal year			2,450.00
8/10/2015	Foster Lake and Pond - pond renovation	Foster Lake	101356	22,833.59
9/14/2015	Warlick Trucking - Grading, etc on pond site	Warlick Trucking	101386	9,500.00
	Total paid-to-date on pond renovation and maintenance			34,783.59

Permit Report May 2017

7-Mar	N/A	C-17-017	Compliance	N/A	Fairview Park	7350 Concord Hwy	08189031C
14-Mar	135	MS-17-018	MS	\$260	Horne Property		08246002A&C
14-Mar	1397	MS-17-019	MS	\$65	Wm Leon Hill	705 Brief Road West	8213005
21-Mar	1072	A-17-020	Accessory	\$50	Residential Services-Crotts	711 Hwy 218	08153009A
21-Mar	12375	H-17-21	Home	\$75	Paragon Homes-Hinson	1209 Hwy 218 W	8222004
21-Mar	Cash	A-17-022	Accessory	\$50	P Larsen--Donaldson	8606 Bendanna Lane	08114008h
28-Mar	1207	MS 17-023	Minor	\$65	A Pression	502 East Old Dutvh Road	8183014
28-Mar	22861	A 17-024	Addition	\$50	B Crowell	1416 Crowell Dairy Rd	08282010B
30-Mar	N/A	TC-17-029	Text Change	N/A	Town of Fairview	7400 Concord Highway	N/A
Totals		11		\$810			

4-Apr	381	H-17-025	Home	\$75	Z. Childers	East Hwy 218	8189021
11-Apr	2482	A-17-026	Accessory	\$50	Janis Maurer	1030 Hwy 218 East	08120031B
18-Apr	11440	H-17-027	Home	\$75	Rodney Witmore	707 West Brief	08213005E
18-Apr	11440	A-17-028	Accessory	\$50	Rodney Witmore	707 West Brief	08213005E
18-Apr	cash	H-17-030	Home	\$75	Garrett Hood	1045 Pasture View Lane	8117007
18-Apr	Cash	MS-17-031	Minor Sub	\$195	Huntley Brothers	1116 Huntley Acres	8117007
25-Apr	39835	CU-17-032	Comm-Upfit	\$100	Casco Signs,Inc	7502 N Concord Highway	8189013
25-Apr	cash	H-17-033	Home	\$125	Steve McElroy	405 Clontz Rd	08219006C
25-Apr	cash	A-17-034	Accessory	\$50	Steve McElroy	405 Clontz Rd	08219006C
25-Apr	cash	A-17-035	Accessory	\$50	Steve McElroy	405 Clontz Rd	08219006C
Totals		10		\$770			

1-May	1929	U-17-36	Upfit	\$50	B.L. Antio	110 Old Dutch Rd W	08216006A
9-May	3272	U-17-37	Upfit	\$50	J. Bilbro	9207 Machado Drive	8246001
9-May	3991	NR-17-038	Church	\$250	Mercy Baptist	1010Brief Road West	08210001e
16-May	1149	H-17-039	Home	\$125	Simon Kerusenka	1000 Biggers Farm Court	81800048
18-May	1119	H-17-040	Home	\$75	Taylor Clontz	9224 Concord highway	08180003D

23-May 2101 A-17 041 Addition \$50 Tim Clontz 2107 Shepherds Cove 08279011C
23-May cash C-17-042 Accessory \$100 Boy Scout 9408 Belt Rd 821005

Totals 7 \$700



Totals

Totals

11

Teresa Gregorius

From: Tony Helms [tfhelms6@gmail.com]
Sent: Saturday, May 20, 2017 10:41 AM
To: Ed Humphries; Teresa Gregorius
Subject: Monroe/Union County Economic Development Advisor Board May Meeting

Hi Guys,

Listed below are items that were discussed.

1. Neighboring counties such as Chesterfield have really lowered their unemployment percentage in recent months. S.C. benefited from the HB2 issues in N.C.
2. Interest has improved we now have 17 projects with potential 400 million investment.
3. American Wick Drain is adding 35,000 sq ft addition adding 5 new jobs with a \$8.7 million investment.
4. ASSA (old Norton) adding 27,000 sq ft adding 30 jobs \$ 6 million investment.
5. Glenmark Pharmaceuticals has openings for 37 jobs. They plan to purchase 5 acres of land. Expansion will start 18 to 24 months which will result in additional jobs.
6. Spec Building nearing completion.



National Post-Traumatic Stress Disorder Awareness Month

Whereas the brave men and women Armed Forces of the United States, who proudly serve the United States, risk their lives to protect the freedom of the United States, and deserve the investment of every possible resource to ensure their lasting physical, mental, and emotional well-being;

Whereas more than 2,000,000 service members have deployed overseas as part of overseas contingency operations since the events of September 11, 2001; Whereas the military has sustained an operational tempo for a period of time unprecedented in the history of the United States, with many service members deploying multiple times to combat zones, placing them at high risk of post-traumatic stress disorder (referred to in this preamble as “PTSD”);

Whereas the Department of Veterans Affairs reports that—

- (1) since October of 2001, more than 286,000 of the approximately 900,000 veterans of Operation Enduring Freedom, Operation Iraqi Freedom, and Operation New Dawn who have used Department of Veterans Affairs health care have been coded for PTSD;
- (2) in fiscal year 2011, more than 475,000 of the nearly 6,000,000 veterans from all wars who sought care at a Department of Veterans Affairs medical center received treatment for PTSD; and
- (3) of veterans who served in Operation Enduring Freedom, Operation Iraqi Freedom, and Operation New Dawn who are using Veterans Affairs health care, more than 486,000—or 54 percent—have received a diagnosis for at least 1 mental health disorder;

Whereas many cases of PTSD remain unreported, undiagnosed, and untreated due to a lack of awareness about PTSD and the persistent stigma associated with mental health conditions;

Whereas PTSD significantly increases the risk of depression, suicide, and drug- and alcohol-related disorders and deaths, especially if left untreated; Whereas symptoms of PTSD or other mental health disorders create unique challenges for veterans seeking employment;

Whereas the Departments of Defense and Veterans Affairs have made significant advances in the prevention, diagnosis, and treatment of PTSD and the symptoms of PTSD, but many challenges remain; and

Whereas the establishment of a National Post-Traumatic Stress Disorder Awareness Month will raise public awareness about issues related to PTSD, reduce the stigma associated with PTSD, and help ensure that those suffering from the invisible wounds of war receive proper treatment.

Now Therefore, I, Phillip Thomas, Mayor of the Town of Fairview, do hereby proclaim the month of June 2017, as:

National Post-Traumatic Stress Disorder
Awareness Month

in the Town of Fairview, and urge all our citizens to educate themselves about the causes, symptoms, and treatment of post-traumatic stress disorder.

Phillip Thomas, Mayor of Fairview



**Town of Fairview
Regular Meeting
May 8, 2017**

The following Council members were present: Mayor Phil Thomas, John Biggers, Jerry Clontz, Bradley Purser, and Gary Wilfong.

Others present: Joe McCollum, Town Attorney; Darrell Baucom, Financial Officer, Ed Humphries, Land Use Administrator / Deputy Clerk and Teresa Gregorius, Town Clerk

Agenda Changes

None

Approval of Agenda

Gary Wilfong made a motion to approve the agenda. John Biggers seconded the motion. Councilmen Biggers, Clontz, Purser, and Wilfong voted yes (4-0).

Public Comments

Patricia Kindley thanked the Park & Rec Committee and Council for their work in bringing Fairview the park. It is beautiful and something the town can be proud of. Ms. Kindley also updated the Council regarding the challenge of authenticating the rock dated 1770 on the park property. She has been making some inquiries, so far has not found out much information, but will keep the Council updated.

Consent Agenda

- a) Accept Financial and Tax Reports as Information
- b) Accept Land Use Report as Information
- c) Accept Monroe/Union County Economic Development Committee Report as Information
- d) Approve Council Retreat Minutes for March 25, 2017

e) Approve Council Regular Minutes for April 10, 2017

Jerry Clontz made a motion to approve the consent agenda. John Biggers seconded the motion. Councilmen Biggers, Clontz, Purser and Wilfong voted yes (4-0).

Items of Business

Item 1: Discuss the Proposed budget for 2017-2018

Darrell Baucom presented the proposed budget (see Exhibit A) for the fiscal year 2017-2018. Councilmen discussed each item and the following changes were made to the budget as presented:

- Park Utilities – add as an expense line item for \$2,400
- Park Revenue – add as an income line item

Item 2: Approve final pay application # 11 for Eagle Wood For the completion of the Fairview Park

The Council reviewed the application.

Jerry Clontz made a motion to approve the eleventh Application and Certificate for Payment to Eagle Wood Inc. in the amount of \$9,210.91. Gary Wilfong seconded the motion. Councilmen Biggers, Clontz, Purser and Wilfong voted yes (4-0).

Item 3: Park Update

Jerry Clontz reported that he had Cash Grading Co. install tiling and gravel so that the overflow parking lot could be accessed.

Mr. Clontz reported that the grand opening went well. The turnout was good and he received many compliments about the park.

Mr. Clontz stated that the Park & Rec Committee will be meeting Thursday, May 11th at the park and will be performing a walk-thru for the work Cash Grading Co. has completed. He invited the Council to come if they could.

Mr. Clontz noted that the Park & Rec Committee was not happy with the landscaping within the circle drive and parking area. The area was not landscaped properly after construction was completed and has many high and low areas that make mowing difficult. Mr. Clontz presented the offer made by Eagle Wood regarding the landscaping.

John Biggers made a motion to accept the Eagle Wood Inc. offer to waive two change order charges of \$1,655.37 and give a \$1,000.00 regarding the circle drive landscaping situation. Gary Wilfong seconded the motion. Councilmen Biggers, Clontz, Purser and Wilfong voted yes (4-0).

Gary Wilfong reported that the Sam F. Keziah American Legion had approached him regarding doing a fundraiser to secure funds for a flag pole for the park. Mr. Wilfong asked the Council if

this would be something the Town would like consider. The Council told Mr. Wilfong to let the American Legion know they were in favor of this and to come back to the Park & Rec Committee or the Council with their plans.

Item 4: Discuss the Towns plans for the Old Fairview School

Mayor Thomas informed the Council that based on information received from Danny McManus, Maintenance Facilities Supervisor, the Old Fairview School was no longer going to be used by UCPS. Mayor Thomas attended the Union County Public School Maintenance Facilities Committee meeting on April 26, 2017 and expressed the Town's interest in the property. The Facilities Committee made the motion to declare the property surplus, refer it to the full School Board which met on May 2, 2017, then to the County Commissions to give them the right of first refusal. He also spoke with School Board Chairman, Melissa Merrell during the Park Grand Opening regarding old school site and the possibilities for the Town.

Item 5: Discuss and Appoint new auditor for Town of Fairview financial audit of fiscal year 2017-2018.

Darrell Baucom reported that the current auditor for the town, Moyer, Smith & Roller, PA has notified him that they will no longer be doing audits for municipalities. Mr. Baucom researched and obtained a quote from J.B. Watson & Co. from Wadesboro. Council instructed Mr. Baucom to secure a contract and present it at the June meeting.

Council Comments

Bradley Purser suggested that a stop sign be installed at the park driveway exit into Highway 601. He also suggested that the Town should look at putting gravel on the overflow parking area at the park.

Mr. Purser asked Attorney McCollum for an update on the noise ordinance for jake brakes. Mr. McCollum will consult with the sheriff department attorney regarding possibilities of noise ordinance enforcement.

Jerry Clontz praised the Park & Rec Committee for their work with the park grand opening with committee member Rachel Outen going above and beyond coordinating the food and activities. Mr. Clontz stated that he would like for the Council to consider establishing a "citizens" award possibly yearly, for volunteer work done.

Gary Wilfong reported that the Festival Committee will be meeting soon to gear up for the first Fairview Festival with a possible date in early October.

John Biggers stated that the Park Grand Opening was great. Attendance exceeded his expectations. He suggested the Town should formally thank the fire department for parking cars, grilling and serving food and having the new fire truck available for everyone to see. They did a great job. Mr. Biggers also noted that Mark Cash with Cash Grading did a great job of finishing up the wooded areas in the park and added some nice touches with the mulch.

Mayor Thomas thanked Mr. Clontz, the Park & Rec Committee members and the Town Clerk for all the work done to make the Park Grand Opening a success.

Mayor Thomas announced that Lakeview Baptist Church was sponsoring a breakfast fundraiser for Darrell Baucom's 14 month old grandson, Ethen who is battling cancer. The tentative date is June 17th.

Bradley Purser made a motion to adjourn. Jerry Clontz seconded the motion. Councilmen Biggers, Clontz, Purser and Wilfong voted yes (4-0).

Respectfully submitted,

Teresa Gregorius
Town Clerk

Phil Thomas
Mayor

Approved this _____ day of _____, 2017

Public Hearing

Proposed Budget
2017-2018

Town of Fairview
Budget Ordinance Fiscal Year 2017-2018

Be it ordained by the Governing Board of the Town of Fairview, NC:

Section I: It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Current year ad valorem property tax	\$ 73,000
Motor vehicle taxes	\$ 8,800
Sales and use tax	\$ 25,500
Utility Franchise taxes	\$142,000
Zoning fees	\$ 6,000

Total income	\$255,300
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Section II: The following appropriations are hereby made in the General Fund for the operation of the town government and its activities for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Advertising	\$ 1,200
Audit fees	\$ 7,500
Computer and internet expenses	\$ 8,250
Dues and subscriptions	\$ 5,450
Elections expense	\$ 3,000
Festival expense	\$ 10,000
Fire Department allocation	\$ 10,000
Fire Department truck payment	\$ 52,569
Insurance expense	\$ 4,900
Legal fees	\$ 7,200
Office supplies	\$ 3,000
Park maintenance	\$ 36,755
Park utilities	\$ 3,818
Payroll expenses	\$ 34,220
Payroll taxes	\$ 5,762
Planning and zoning	\$ 41,101
Professional fees	\$ 2,000
Rent expense	\$ 3,000
Repairs and maintenance	\$ 1,000
Solid waste management cost sharing	\$ 8,000
Tax collection expense	\$ 1,275
Telephone	\$ 3,600
Training	\$ 500
Travel	\$ 1,200
Total	\$255,300

Section III: Levy of taxes

There is hereby levied a tax rate of \$.02 per one hundred dollars valuation of property as listed as of January 1, 2017 for the purpose of raising the revenue listed as "Current year ad valorem property tax" in the General Fund in Section I of this ordinance.

Section IV: The Finance Officer is hereby authorized to transfer appropriations as contained herein under the following conditions:

- a) They may transfer amounts between line item expenditures within a department without limitation and without a report being prepared.
- b) They may transfer amounts up to \$1,000 between departments, including contingency appropriations within the same fund. They must make an official report on such transfers at the next regular meeting of the Governing Board.

Section V: Copies of this Budget Ordinance shall be furnished to the Clerk to the Governing Board and the Finance Officer to be kept on file by them for direction in the disbursement of funds.

Adopted this 12th day of June, 2017

Phillip C. Thomas
Mayor

Town of Fairview
Profit & Loss Budget Overview
July 2017 through June 2018

	<u>Jul '17 - Jun 18</u>
Ordinary Income/Expense	
Income	
Ad Valorem taxes	73,000.00
Fund balance appropriated	0.00
Investment income	0.00
Motor vehicle taxes	8,800.00
PARTF grant	0.00
Sales and use tax	25,500.00
Special appro from Gen Assembly	0.00
Utility Franchise taxes	142,000.00
Zoning fees	6,000.00
Total Income	<u>255,300.00</u>
Expense	
Advertising and Promotion	1,200.00
Audit fees	7,500.00
Capital outlay	0.00
Computer, internet and website	8,250.00
Dues and Subscriptions	5,450.00
Elections expense	3,000.00
Festival expense	10,000.00
Fire Dept Allocation	10,000.00
Fire Dept Truck Payment	52,569.24
Insurance Expense	4,900.00
Legal fees	7,200.00
Maintenance/Renovations	0.00
Office Supplies	3,000.00
Park Maintenance	36,755.04
Park Utilities	3,817.92
Payroll Expenses	34,219.80
Payroll taxes	5,762.04
Planning and zoning	41,100.96
Professional Fees	2,000.00
Rent Expense	3,000.00
Repairs and Maintenance	1,000.00
Solid Waste Manage cost share	8,000.00
Tax collection fees	1,275.00
Telephone Expense	3,600.00
Training fees	500.00
Travel Expense	1,200.00
Zoning administration	0.00
Total Expense	<u>255,300.00</u>
Net Ordinary Income	<u>0.00</u>
Net Income	<u><u>0.00</u></u>

Town of Fairview
Fiscal Year 2017-18 Budget
Assumptions and Explanations

Changes since Budget Workshop

Increased Computer, internet and website expense by \$500 for upgrade to website.

Increased Park Utilities by \$2,400 for estimated power and water bills and \$1,417.92 for leased light expenses from Duke Energy

Decreased Park Maintenance by \$69.96 to balance income and expenses

Budgeted income and expenses equal, so there is no Fund Balance Appropriated.

Revenue

Ad valorem: based upon projected real and personal property values of \$368,589,123 from Union County using 98% collection rate for ad valorem taxes at \$.02 per hundred assessment rate. Used \$73,000.

Funds balance appropriated – funds needed to balance the budget as revenues exceed expenses by \$4,248.

Motor Vehicle taxes: based upon estimated values of \$44,274,413 and using 99% collection rates at \$.02 per hundred assessment rate. Used \$8,800.

Sales and use tax: NC League estimates slight growth of 4.25% for 2017-18; used 4.00%. Used \$25,500

Franchise taxes: NC League estimates slight growth for 2017-18. I estimated no change in franchise taxes and included Cable TV franchise tax in this category. Used \$142,000.

Zoning fees: based upon recent trends showing an increasing amount of zoning fee revenue; used \$500 per month. Used \$6,000.

Expenses

Advertising: based upon current trends = \$1,200

Audit fees: based upon increase from last year's audit by Moyer, Smith, Roller for \$7,050. Moyer, Smith, Roller are no longer doing Municipal audits, so I have our 16-17 audit out for bid. Used \$7,500.

Computer, internet and website expense: based upon reimbursements to staff and estimated computer maintenance, etc. Monthly email and server hosting and reimbursement of internet expense = \$305; Silver level support for One Source Documents = \$427; Website charge = \$1,250; Domain name renewal = \$400; Website upgrade = \$2,000. Used \$7,750.

Dues and subscriptions: School of Govt Foundation – 450 - NC League of Municipalities – 4,600 (Current year plus slight increase); Union County Chamber of Commerce – 450; Used \$5,450

Elections expense: based upon amount spent in 15-16 = \$2,721 plus slight increase; used \$3,000 as estimate for 17-18

Festival expense: Used \$10,000 for annual amount.

Fire Department Allocation: \$10,000 payment to Fairview VFD; \$833.33 per month.

Fire Department Truck Payment: Quarterly payment of \$13,142.31 for payment to Bank for new fire truck. Used \$52,569.

Liability insurance: Based upon estimate of property and casualty insurance from NC League of Municipalities = \$4,022. Estimate of workers comp insurance = \$500 and bond insurance = \$375. Used \$4,900.

Legal fees: based on trend of about \$600 per month. Used \$7,200.

Office supplies: based upon recent trends of \$250 per month. Used \$3,000.

Park Maintenance: Based upon Park Service contract of \$24,825, plus additional amounts of \$1,000 per month. Used \$36,825.

Payroll expenses: See worksheet documenting budgeted amount. Used 4.25% rate of increase for staff, which was the same as last year.

Payroll taxes: Total salaries at 7.65% rate for employer taxes.

Planning and zoning: 17-18 rate of pay is \$41,101 per year.

Professional fees: Retreat expense for Council (1,400 in 16-17) plus other minor expenses = \$2,000

Rent - \$250 per month for 12 months; Used \$3,000.

Repairs and Maintenance: Misc repair and maintenance items that may occur = \$1,000.

Solid Waste Management: Used budgeted amount of \$8,000 as recommended by Union County Waste Management.

Tax Collection fees: based upon 1.5% of ad valorem taxes and motor vehicle taxes. Used \$1,275.

Telephone: estimated \$300 per month based on recent trends. Used \$3,600.

Training fees: used nominal amount of \$500 per year.

Travel: estimated \$1,200 for the year.

WEBSITE UPGRADE

The upgrade for the website from EZTASK is a onetime fee of \$2,500. The maintenance will be increased from \$1,250 to \$2,000 per year.

We have looked at this and feel it is worth doing the upgrade for now and the future.

The upgrade is for the “guts” of the website, making it more user friendly. The face of the site will not change.

One time charge - \$2,500 Budget 2017-2018

Yearly maintenance fee - \$2,000 to start with Budget 2018-2019

The Town of Fairview
AN ORDINANCE TO AMEND THE
OPERATING BUDGET FOR FISCAL YEAR 2016-17
BUDGET AMENDMENT 1

WHEREAS, an ordinance establishing an annual budget for the Town of Fairview for the 2016-2017 fiscal year has been prepared and approved by the Town Council in conformance with North Carolina General Statute 159-8; and

WHEREAS, North Carolina General Statute 159-15 provides for the amendment of the budget ordinance by the Town Council as determined appropriate; and

WHEREAS, an amendment to the budget ordinance for fiscal year 2016-2017 is needed to reflect certain alterations to the authorized revenues and expenditures of the General Fund since the beginning of the budget year:

NOW, THEREFORE, BE IT ORDAINED by the Town Council for the Town of Fairview at this meeting of the Town Council held on June 12, 2017 that the following amendments be made to the operating budget ordinance for fiscal year 2016-2017 :

SECTION 1. GENERAL FUND

	FROM	TO
ANTICIPATED REVENUES		
Fund balance appropriated	\$ (50,254)	\$ (52,571)
Ad Valorem taxes	\$ 70,500	\$ 70,500
Alcoholic beverage tax	0	\$ 16,240
Investment income	\$ 2,400	\$ 1,750
Cable TV Franchise taxes	\$ 0	\$ 3,600
Motor vehicle taxes	\$ 7,600	\$ 7,600
Sales and use tax	\$ 24,000	\$ 24,000
Utility franchise taxes	\$ 169,000	\$ 140,000
Zoning fees	\$ 3,000	\$ 6,500
TOTAL ANTICIPATED REVENUES	\$ 226,246	\$ 217,619

ANTICIPATED EXPENDITURES

Advertising	\$ 600	\$ 1,000
Audit fees	\$ 7,050	\$ 7,050
Bank service charges	\$ 0	\$ 150
Computer and internet	\$ 6,000	\$ 6,000

Dues and subscriptions	\$ 5,250	\$ 5,500
Festival expense	\$ 10,000	\$ 5,000
Fire Department allocation (Public Safety)	\$ 10,000	\$ 10,000
Fire Department truck (charitable contributions)	\$ 52,568	\$ 52,569
Grants	\$ 5,000	\$ 0
Insurance	\$ 6,000	\$ 5,500
Legal fees	\$ 6,000	\$ 6,500
Miscellaneous	\$ 0	\$ 1,000
Office supplies	\$ 4,200	\$ 5,000
Park maintenance	\$ 6,000	\$ 7,500
Payroll expenses	\$ 33,383	\$ 33,800
Payroll taxes	\$ 5,570	\$ 6,000
Planning and zoning	\$ 39,425	\$ 40,000
Professional fees	\$ 10,000	\$ 7,500
Rent expense	\$ 3,000	\$ 3,000
Repairs and maintenance	\$ 1,000	\$ 1,000
Solid Waste Manage cost share	\$ 8,000	\$ 8,000
Tax Collection fees	\$ 1,200	\$ 1,300
Telephone expense	\$ 3,600	\$ 3,250
Training fees	\$ 1,200	\$ 250
Travel	\$ 1,200	\$ 500
Utilities	\$ 0	\$ 250
TOTAL ANTICIPATED EXPENDITURES	\$ 226,246	\$ 217,619

Ordinance adopted this 12th day of June, 2017.

, Mayor

Attest:

Clerk

Town OF Fairview

PARK PROJECT

CAPITAL PROJECT ORDINANCE

Amendment #3

BE IT ORDAINED by the Town Council for the Town of Fairview, North Carolina, that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1. The project authorized is the development of the Fairview Park, which consists of the following improvements: playground; restroom facility; picnic shelter; walking track; and other associated site work and improvements.

Section 2. The officers of this unit are hereby directed to proceed with the capital project within the terms of the PARTF Grant documents and the budget contained herein.

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

Design and construction management	\$ 65,150
Cost to develop park including road improvements and relocating water line	\$ 1,301,159

Total	\$ 1,366,309

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

PARTF Grant Agreement proceeds	\$ 317,550
Fairview matching funds	\$ 317,550
Special appropriation from General Assembly	\$ 185,000
Fairview Fund Balance Appropriations	\$ 546,209

Total	\$1,366,309

Section 5. The Finance Officer is hereby directed to maintain within the Fairview Park Capital Project Fund sufficient specific detailed accounting records to satisfy the requirements of the PARTF, and State regulations.

Section 6. Funds may be advanced from the General Fund for the purpose of making payments as due. Reimbursement requests should be made to the PARTF agency in an orderly and timely manner.

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

Section 8. The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to this Board.

Section 9. Copies of this Capital Project Ordinance shall be furnished to the City Clerk and to the Finance Officer for direction in carrying out this project.

Phillip C, Thomas, Mayor

Attest:

Teresa Gregorius
Town Clerk

Ordinance adopted this 12th day of June, 2017.

Town of Fairview
Park Related costs

<u>Date</u>	<u>Services</u>	<u>Payee</u>	<u>Check Number</u>	<u>Amount Paid</u>
2/9/2015	Design development - initial bill	Benesch	101245	8,370.00
4/13/2015	Design development - second bill	Benesch	101268	1,335.00
5/11/2015	Design development - third bill	Benesch	101292	4,610.00
6/8/2015	Design development - fourth bill	Benesch	101321	1,010.00
6/23/2015	NC DOT driveway permit application fee	NC DOT	101329	50.00
6/23/2015	NC DENR erosion and sedimentation app fee	NC DENR	101330	260.00
7/10/2015	Construction documents - June 28, 2015	Benesch	101335	9,420.00
8/10/2015	Construction documents - July 26, 2015	Benesch	101359	2,355.00
8/27/2015	NC DENR storm water permit	NC DENR	101383	505.00
9/14/2015	Construction docs - Aug 18 and perc test	Benesch	101385	1,895.00
10/12/2015	Const docs, permitting and bidding	Benesch	101411	6,255.00
11/9/2015	Bidding on park	Benesch	101437	3,100.00
12/7/2015	Amendment #1 for turn lane design	Benesch	101488	4,900.00
3/14/2016	Construction administration	Benesch	101552	2,300.00
3/28/2016	NC DENR for revisions to plan	NC DENR	101565	150.00
4/11/2016	Construction administration	Benesch	101566	5,600.00
5/9/2016	Construction administration	Benesch	101589	2,162.00
6/13/2016	Construction administration	Benesch	101612	760.50
7/11/2016	Construction administration and Amend #2	Benesch	101631	1,163.65
8/8/2016	Amendment #2	Benesch	101650	2,005.00
8/11/2016	Initial construction - first draw	Eagle Wood	101671	83,797.98
9/12/2016	Construction administration	Benesch	101672	2,346.84
9/12/2016	Initial construction - second draw	Eagle Wood	101676	85,790.96
9/13/2016	Construction administration - Amend #2	Benesch	101692	1,764.01
9/30/2016	Initial construction - third draw	Eagle Wood	101713	76,419.35
10/10/2016	Amendment #2 draw	Benesch	101718	3,298.00
11/14/2016	Duke Energy - Deposit and connection fee	Duke Energy	101721	115.00
11/14/2016	Initial construction - fourth draw	Eagle Wood	101722	196,960.49
12/12/2016	Construction administration	Benesch	101759	500.00
12/12/2016	Initial construction - fifth draw	Eagle Wood	101762	171,505.50
12/12/2016	Initial construction - sixth draw	Eagle Wood	101784	240,275.08
12/30/2016	Initial construction - seventh draw	Eagle Wood	101789	169,363.66
2/13/2017	Initial construction - eighth draw	Eagle Wood	101822	75,656.65
3/13/2017	Initial construction - ninth and tenth draws	Eagle Wood	101850	75,677.13
3/31/2017	Initial construction - 11th draw	Eagle Wood		9,210.91
4/11/2017	Scotty's Concrete; pad for grill	Scott's Conci	101884	1,495.00
4/20/2017	Cash Grading - clearing trees	Cash Grading		10,000.00
5/1/2017	Cash Grading - clearing trees	Cash Grading		15,000.00
5/8/2017	Cash Grading - clearing trees	Cash Grading		14,200.00
5/1/2017	Piedmont Signs	Piedmont Signs		1,967.40
5/9/2017	Cash Grading - grading for grill pad and parking	Cash Grading		2,759.00
Total incurred costs-to-date				1,296,309.11

Reimbursements received from PARTF November 4, 2015
Reimbursements received from PARTF November 9, 2016

18,032.50
136,130.15

*Remaining cost est. 70,000.⁰⁰
retains, etc.*

1,366,309.11 **31**

Appoint New Auditor

CONTRACT TO AUDIT ACCOUNTS

Of Town of Fairview
Primary Governmental Unit

Discretely Presented Component Unit (DPCU) if applicable

On this 12th day of June, 2017,

Auditor: J.B. Watson & Co., PLLC Auditor Mailing Address: PO Box 341

Wadesboro, NC 28170 Hereinafter referred to as The Auditor

and the Town Council (Governing Board(s)) of Town of Fairview

(Primary Government)

and _____ : hereinafter referred to as the Governmental Unit(s), agree as follows:
(Discretely Presented Component Unit)

1. The Auditor shall audit all statements and disclosures required by generally accepted accounting principles (GAAP) and additional required legal statements and disclosures of all funds and/or divisions of the Governmental Unit (s) for the period beginning July 1, 2016, and ending June 30, 2017. The non-major combining, and individual fund statements and schedules shall be subjected to the auditing procedures applied in the audit of the basic financial statements and an opinion will be rendered in relation to (as applicable) the governmental activities, the business-type activities, the aggregate DPCUs, each major governmental and enterprise fund, and the aggregate remaining fund information (non-major government and enterprise funds, the internal service fund type, and the fiduciary fund types).
2. At a minimum, the Auditor shall conduct his/her audit and render his/her report in accordance with generally accepted auditing standards. The Auditor shall perform the audit in accordance with *Government Auditing Standards* if required by the State Single Audit Implementation Act, as codified in G.S. 159-34. If required by OMB *Uniform Administration Requirements, Cost Principles, and Audit Requirements for Federal Awards*, (Uniform Guidance) and the State Single Audit Implementation Act, the Auditor shall perform a Single Audit. This audit and all associated audit documentation may be subject to review by Federal and State agencies in accordance with Federal and State laws, including the staffs of the Office of State Auditor (OSA) and the Local Government Commission (LGC). If the audit and auditor communication are found in this review to be substandard, the results of the review may be forwarded to the North Carolina State Board of CPA Examiners (NC CPA Board).

County and Multi-County Health Departments: The Office of State Auditor will designate certain programs that have eligibility requirements to be considered major programs in accordance with OMB Uniform Guidance for the State of North Carolina. The LGC will notify the auditor and the County and Multi-Health Department of these programs. A County or a Multi-County Health Department may be selected to audit any of these programs as major.

3. If an entity is determined to be a component of another government as defined by the group audit standards - the entity's auditor will make a good faith effort to comply in a timely manner with the requests of the group auditor in accordance with AU-6 §600.41 - §600.42.
4. This contract contemplates an unqualified opinion being rendered. The audit shall include such tests of the accounting records and such other auditing procedures as are considered by the Auditor to be necessary in the circumstances. Any limitations or restrictions in scope which would lead to a qualification should be fully explained in an attachment to this contract.
5. If this audit engagement is subject to the standards for audit as defined in *Government Auditing Standards*, 2011 revisions, issued by the Comptroller General of the United States, then by accepting this engagement, the Auditor warrants that he has met the requirements for a peer review and continuing education as specified in *Government*

Primary Governmental Unit

Discretely Presented Component Units (DPCU) if applicable

Auditing Standards. The Auditor agrees to provide a copy of their most recent peer review report regardless of the date of the prior peer review report to the Governmental Unit and the Secretary of the LGC prior to the execution of the audit contract (See Item 22). **If the audit firm received a peer review rating other than pass**, the Auditor shall not contract with the Governmental Unit without first contacting the Secretary of the LGC for a peer review analysis that may result in additional contractual requirements.

If the audit engagement is not subject to Government Accounting Standards or if financial statements are not prepared in accordance with GAAP and fail to include all disclosures required by GAAP, the Auditor shall provide an explanation as to why in an attachment..

- 6. It is agreed that time is of the essence in this contract. All audits are to be performed and the report of audit submitted to the State and Local Government Finance Division (SLGFD) within four months of fiscal year end. Audit report is due on: October 31, 2017. If it becomes necessary to amend this due date or the audit fee, an amended contract along with a written explanation of the delay must be submitted to the secretary of the LGC for approval.
- 7. It is agreed that generally accepted auditing standards include a review of the Governmental Unit’s systems of internal control and accounting as same relate to accountability of funds and adherence to budget and law requirements applicable thereto; that the Auditor will make a written report, which may or may not be a part of the written report of audit, to the Governing Board setting forth his findings, together with his recommendations for improvement. That written report must include all matters defined as “significant deficiencies and material weaknesses” in AU-C 265 of the *AICPA Professional Standards (Clarified)*. The Auditor shall file a copy of that report with the Secretary of the LGC.
- 8. All local government and public authority contracts for audit or audit-related work require the approval of the Secretary of the LGC. This includes annual or special audits, agreed upon procedures related to internal controls, bookkeeping or other assistance necessary to prepare the Governmental Unit’s records for audit, financial statement preparation, any finance-related investigations, or any other audit-related work in the State of North Carolina. **Invoices for services rendered under these contracts shall not be paid by the Governmental Unit until the invoice has been approved by the Secretary of the LGC.** (This also includes any progress billings.) [G.S. 159-34 and 115C-447] All invoices for Audit work must be submitted by email in PDF format to the Secretary of the LGC for approval. The invoices must be sent via upload through the current portal address: <http://nctreasurer.slgfd.leapfile.net> Subject line should read “Invoice – [Unit Name]”. The PDF invoice marked ‘approved’ with approval date will be returned by email to the Auditor to present to the Governmental Unit for payment. Approval is not required on contracts and invoices for system improvements and similar services of a non-auditing nature.
- 9. In consideration of the satisfactory performance of the provisions of this contract, the Primary Governmental Unit shall pay to the Auditor, upon approval by the Secretary of the LGC, the fee, which includes any cost the Auditor may incur from work paper or peer reviews or any other quality assurance program required by third parties (Federal and State grantor and oversight agencies or other organizations) as required under the Federal and State Single Audit Acts. (Note: **Fees listed on signature pages.**)
- 10. If the Governmental Unit has outstanding revenue bonds, the Auditor shall include documentation either in the notes to the audited financial statements or as a separate report submitted to the SLGFD along with the audit report, a calculation demonstrating compliance with the revenue bond rate covenant. Additionally, the Auditor should be aware that any other bond compliance statements or additional reports required in the authorizing bond documents need to be submitted to the SLGFD simultaneously with the Governmental Unit's audited financial statements unless otherwise specified in the bond documents.

11. After completing the audit, the Auditor shall submit to the Governing Board a written report of audit. This report shall include, but not be limited to, the following information: (a) Management's Discussion and Analysis, (b) the financial statements and notes of the Governmental Unit and all of its component units prepared in accordance with GAAP, (c) supplementary information requested by the client or required for full disclosure under the law, and (d) the Auditor's opinion on the material presented. The Auditor shall furnish the required number of copies of the report of audit to the Governing Board as soon as practical after the close of the accounting period.
12. If the audit firm is required by the NC CPA Board or the Secretary of the LGC to have a pre-issuance review of their audit work, there must be a statement added to the engagement letter specifying the pre-issuance review including a statement that the Governmental Unit will not be billed for the pre-issuance review. The pre-issuance review must be performed **prior** to the completed audit being submitted to the LGC. The pre-issuance report must accompany the audit report upon submission to the LGC.
13. The Auditor shall electronically submit the report of audit to the LGC as a text-based PDF file when (or prior to) submitting the invoice for services rendered. The report of audit, as filed with the Secretary of the LGC, becomes a matter of public record for inspection, review and copy in the offices of the SLGFD by any interested parties. Any subsequent revisions to these reports must be sent to the Secretary of the LGC. These audited financial statements, excluding the Auditors' opinion, may be used in the preparation of official statements for debt offerings, by municipal bond rating services to fulfill secondary market disclosure requirements of the Securities and Exchange Commission and other lawful purposes of the Governmental Unit without subsequent consent of the Auditor. If it is determined by the LGC that corrections need to be made to the Governmental Unit's financial statements, they should be provided within three days of notification unless another time frame is agreed to by the LGC.

If the OSA designates certain programs to be audited as major programs, as discussed in item #2, a turnaround document and a representation letter addressed to the OSA shall be submitted to the LGC.

The LGC's process for submitting contracts, audit reports and invoices is subject to change. Auditors should use the submission process in effect at the time of submission. The most current instructions will be found on our website: <https://www.nctreasurer.com/slg/Pages/Audit-Forms-and-Resources.aspx>

14. Should circumstances disclosed by the audit call for a more detailed investigation by the Auditor than necessary under ordinary circumstances, the Auditor shall inform the Governing Board in writing of the need for such additional investigation and the additional compensation required therefore. Upon approval by the Secretary of the LGC, this contract may be varied or changed to include the increased time and/or compensation as may be agreed upon by the Governing Board and the Auditor
15. If an approved contract needs to be varied or changed for any reason, the change must be made in writing, on the Amended LGC-205 contract form and pre-audited if the change includes a change in audit fee. This amended contract needs to be completed in full, including a written explanation of the change, signed and dated by all original parties to the contract, and then must be submitted through the audit contract portal to the Secretary of the LGC for approval. The portal address to upload your amended contract is <http://nctreasurer.slgfd.leapfile.net>. No change shall be effective unless approved by the Secretary of the LGC, the Governing Board, and the Auditor.
16. A copy of the engagement letter, issued by the Auditor and signed by both the Auditor and the Governmental Unit should be attached to the contract, and by reference here becomes part of the contract. In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract will control. Engagement letter terms that conflict with the contract are deemed to be void unless the conflicting terms of this contract are specifically deleted in Item #25 of this contract. Engagement letters containing indemnification clauses will not be approved by the LGC.

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

See attached engagement letter.

18. A separate contract should not be made for each division to be audited or report to be submitted. If a DPCU is subject to the audit requirements detailed in the Local Government Budget and Fiscal Control Act and a separate audit report is issued, a separate audit contract is required. If a separate report is not to be issued and the DPCU is included in the primary government audit, the DPCU must be named along with the parent government on this audit contract. Signatures from the DPCU Board chairman and finance officer also must be included on this contract.
19. The contract must be executed, pre-audited, physically signed by all parties including Governmental Unit and Auditor signatures and submitted in PDF format to the Secretary of the LGC. The current portal address to upload your contractual documents is <http://nctreasurer.slgfd.leapfile.net> Electronic signatures are not accepted at this time. Included with this contract are instructions to submit contracts and invoices for approval as of November 2016. These instructions are subject to change. Please check the NC Treasurer's web site at <https://www.nctreasurer.com/slg/Pages/Audit-Forms-and-Resources.aspx> for the most recent instructions.
20. The contract is not valid until it is approved by the LGC Secretary. The staff of the LGC shall notify the Governmental Unit and Auditor of contract approval by email. **The audit should not be started before the contract is approved.**
21. There are no other agreements between the parties hereto and no other agreements relative hereto that shall be enforceable unless entered into in accordance with the procedure set out herein and approved by the Secretary of the LGC.
22. **E-Verify.** Auditor **shall comply** with the requirements of NCGS Chapter 64 Article 2. Further, if Auditor utilizes any subcontractor(s), Auditor **shall require** such subcontractor(s) to comply with the requirements of NCGS Chapter 64, Article 2.
23. Contractor hereby certifies that Contractor, and all subcontractors, are not on the Iran Final Divestment List ("List") created by the North Carolina State Treasurer pursuant to N.C.G.S. 147-86.58. Contractor shall not utilize any subcontractor that is identified on the List.
25. All of the above paragraphs are understood and shall apply to this contract, except the following numbered paragraphs shall be deleted: (See Item 16 for clarification).

J.B. Watson & Co, LLC is not subject to the requirements of #22.

SIGNATURE PAGES FOLLOW

Contract to Audit Accounts (cont.)

Town of Fairview

Primary Governmental Unit

Discretely Presented Component Units (DPCU) if applicable

Town of Fairview

- FEES

Year-end bookkeeping assistance – [For audits subject to Government Auditing Standards, this is limited to bookkeeping services permitted by revised Independence Standards] \$125/hour, as applicable

Audit \$4,800 plus \$125/hour for any Single Audit procedures, if applicable

Preparation of the annual financial Statements \$2,500

Prior to submission of the completed audited financial report, applicable compliance reports and amended contract (if required) the Auditor may submit invoices for approval for services rendered, not to exceed 75% of the total of the stated fees above. If the current contracted fee is not fixed in total, invoices for services rendered may be approved for up to 75% of the prior year audit fee.

The 75% cap for interim invoice approval for this audit contract is \$ 5,287.50

** NA if there is to be no interim billing

Communication regarding audit contract requests for modification or official approvals will be sent to the email addresses provided in the spaces below.

Audit Firm Signature:

J.B. Watson & Co., PLLC

Name of Audit Firm

By Deneal H. Bennett, CPA

Authorized Audit firm representative name: Type or print

[Signature]

Signature of authorized audit firm representative

Date June 12, 2017

dbennett@jbandco.com

Email Address of Audit Firm

Governmental Unit Signatures:

Town of Fairview

Name of Primary Government

By Phil Thomas, Mayor

Mayor / Chairperson: Type or print name and title

Signature of Mayor/Chairperson of governing board

Date June 12, 2017

By N/A

Chair of Audit Committee - Type or print name

**

Signature of Audit Committee Chairperson

Date June 12, 2017

** If Governmental Unit has no audit committee, mark this section "N/A"

Town of Fairview

PRE-AUDIT CERTIFICATE: Required by G.S. 159-28

(a)

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act. Additionally, the following date is the date this audit contract was approved by the governing body.

By Darrell Baucom

Primary Governmental Unit Finance Officer:

Type or print name

Primary Government Finance Officer Signature

Date June 12, 2017

(Pre-audit Certificate must be dated.)

dbaucom4@carolina.rr.com

Email Address of Finance Officer

Date Primary Government Governing Body Approved Audit Contract - G.S. 159-34(a)

June 12, 2017

Contract to Audit Accounts (cont.) Town of Fairview

Primary Governmental Unit

Discretely Presented Component Units (DPCU) if applicable

**** This page to only be completed by Discretely Presented Component Units ****

FEES

Year-end bookkeeping assistance – [For audits subject to Government Auditing Standards, this is limited to bookkeeping services permitted by revised Independence Standards] _____

Audit _____

Preparation of the annual financial Statements _____

Prior to submission of the completed audited financial report, applicable compliance reports and amended contract (if required) the Auditor may submit invoices for approval for services rendered, not to exceed 75% of the total of the stated fees above. If the current contracted fee is not fixed in total, invoices for services rendered may be approved for up to 75% of the prior year audit fee.

The 75% cap for interim invoice approval for this audit contract is \$ _____

**** NA if there is to be no interim billing**

Communication regarding audit contract requests for modification or official approvals will be sent to the email addresses provided in the spaces below.

DPCU Governmental Unit Signatures:

Name of Discretely Presented Component Unit

By _____

DPCU Board Chairperson: Type or print name and title

Signature of **Chairperson** of DPCU governing board

Date _____

By _____

Chair of Audit Committee - Type or print name

Signature of **Audit Committee Chairperson**

Date _____
**** If Governmental Unit has no audit committee, mark this section "N/A"**

PRE-AUDIT CERTIFICATE: Required by G.S. 159-28 (a)

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act. Additionally, the following date is the date this audit contract was approved by the governing body.

By _____

DPCU Finance Officer:

Type or print name

DPCU Finance Officer Signature

Date June 12, 2017

*(Pre-audit Certificate **must be dated.**)*

Email Address of Finance Officer

Date DPCU Governing Body Approved Audit Contract - G.S. 159-34(a)

Steps to Completing the Audit Contract

1. Complete the Header Information – NEW: If a DPCU is subject to the audit requirements as detailed in the Local Government Budget and Fiscal Control Act and a separate audit report is issued, a separate audit contract is required. If a separate report is not issued for the DPCU and is to be included in the Primary Government’s audit, the DPCU must be named with the parent government on this Audit contract. The Board chairman of the DPCU also must sign the Audit contract.
2. Item No. 1 – Complete the period covered by the audit
3. Item No. 6 – Fill in the audit due date. For Governmental Unit (s), the contract due date can be no later than 4 months after the end of the fiscal year, even though amended contracts may not be required until a later date.
4. Item No. 8 – If the process for invoice approval instructions changed, the Auditor should make sure he and his administrative staff are familiar with the current process. Instructions for each process can be found at the following link. <https://www.nctreasurer.com/slgl/Pages/Audit-Forms-and-Resources.aspx>
5. Item No. 9 – NEW: Please note that the fee section has been moved to the signature pages, Pages 5 & 6.
6. Item No. 16 – NEW: It is now expected that an engagement letter will be attached to the contract. Has the engagement letter been attached to the contract submitted to the SLGFD?
 - a. Do the terms and fees specified in the engagement letter agree with the Audit contract? *“In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract will control.”*
 - b. Does the engagement letter contain an indemnification clause? **The audit contract will not be approved if there is an indemnification clause – refer to LGC Memo # 986.**
7. Complete the fee section for BOTH the Primary Government and the DPCU (if applicable) on the signature pages, please note:
 - The cap on interim payments is 75% of the current audit fee for services rendered if the contracted fee amount is a fixed amount. If any part of the fee is variable, interim payments are limited to 75% of the prior year’s total audit fee. If the contract fee is partially variable, we will compare the authorized interim payment on the contract to 75% of last year’s actual approved total audit fee amount according to our records. There is a report of audit fees paid by each governmental unit on our web site: <https://www.nctreasurer.com/slgl/Pages/Non-Audit-Services-and-Audit-Fees.aspx> - Auditors and Audit Fees.
Please call or email Darrus Cofield at 919-814-4299 darrus.cofield@nctreasurer.com if you have any questions about the fees on this list.
 - For variable fees for services, are the hourly rates or other rates clearly stated in detail? If issued separately in an addendum, has the separate page been acknowledged in writing by the Governmental Unit?

Discretely Presented Component Units (DPCU) if applicable

- For fees for services that are a combination of fixed and variable fees, are the services to be provided for the fixed portion of the fee clearly stated? Are the hourly rates or other rates clearly stated for the variable portion of the fee? (Note: See previous bullet point regarding variable fees.)
 - If there is to be no interim billing, please indicate N/A instead of leaving the line blank.
8. Signature Area – There are now 2 Signature Pages: one for the Primary Government and one for the DPCU. Send the page(s) that are applicable to your Unit of Government. Make sure all signatures have been obtained, and properly dated. **The contract must be approved by Governing Boards pursuant to G.S. 159-34(a). NEW** - If this contract includes auditing a DPCU that is a Public Authority under the Local Government Budget and Fiscal Control Act it must be named in this Audit contract and the Board chairperson of the DPCU **must also sign** the Audit contract in the area indicated. If the DPCU has a separate Audit, a separate Audit contract is required for the DPCU.
 9. Please place the date the Unit’s Governing Board and the DPCU’s governing Board (if applicable) approved the audit contract in the space provided.
 - a. Please make sure that you provide email addresses for the audit firm and finance officer as these will be used to communicate official approval of the contract.
 - b. Has the pre-audit certificate for the Primary Government (and the DPCU if applicable) been signed and dated by the appropriate party?
 - c. Has the name and title of the Mayor or Chairperson of the Unit’s Governing Board and the DPCU’s Chairperson (if applicable) been typed or printed on the contract and has he/she signed in the correct area directly under the Auditor’s signature?
 10. If the Auditor is performing an audit under the yellow book or single audit rules, has year-end bookkeeping assistance been limited to those areas permitted under the revised GAO Independence Standards? Although not required, we encourage Governmental Units and Auditors to disclose the nature of these services in the contract or an engagement letter. Fees for these services should be shown in the space indicated on the applicable signature page(s) of the contract.
 11. Has the most recently issued peer review report for the audit firm been included with the contract? This is required if the audit firm has received a new peer review report that has not yet been forwarded to us. The audit firm is only required to send the most current Peer Review report to us once – not multiple times.
 12. After all the signatures have been obtained and the contract is complete, please convert the contract and all other supporting documentation to be submitted for approval into a PDF file. Peer Review Reports should be submitted in a separate PDF file. These documents should be submitted using the most current submission process which can be obtained at the NC Treasurer’s web site – <https://www.nctreasurer.com/slg/Pages/Audit-Forms-and-Resources.aspx>.
 13. NEW: If an audit is unable to be completed by the due date, an Amended Contract should be completed and signed by the unit and auditor, using the new “Amended LGC-205” form (Rev. 2015). The written explanation for the delay is now included on the contract itself to complete, and must be signed by the original parties to the contract.

J. B. WATSON & CO., P.L.L.C.

CERTIFIED PUBLIC ACCOUNTANTS

120 SOUTH RUTHERFORD STREET

P. O. BOX 341

WADESBORO, N.C. 28170

JAMES F. HANNA, CPA
DENEAL H. BENNETT, CPA
J. DAVID BURNS, CPA

TELEPHONE (704) 694-5174
FACSIMILE (704) 694-6970

June 12, 2017

To The Town Council
Town of Fairview
7400 Concord Highway
Monroe, North Carolina 28110

We are pleased to confirm our understanding of the services we are to provide Town of Fairview for the year ended June 30, 2017. We will audit the financial statements of the governmental activities, the aggregate discretely presented component units (if any), each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements, of Town of Fairview as of and for the year ended June 30, 2017. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Town of Fairview's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Town of Fairview's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtain during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited: Management's Discussion and Analysis

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

- 1) Individual Fund Statements and Schedules
- 2) Budgetary Schedules
- 3) Other Schedules
- 4) Schedule of Expenditures of Federal and State Awards

Audit Objectives

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of Town of Fairview and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of Town of Fairview's financial statements. Our report will be addressed to the Mayor and members of the Town Council of Town of Fairview. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue reports, or we may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If, during our audit, we become aware that Town of Fairview is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Audit Procedures – General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan

and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures – Internal Control

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures – Compliance

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

Other Services

We will also assist in preparing the financial statements, related notes, and the schedule of expenditures of federal and state awards of Town of Fairview in conformity with U.S. generally accepted accounting principles based on information provided by you. This will include proposed audit adjustments to convert the financial statements from modified accrual to accrual basis. We will also assist in calculating depreciation for the year based on information provided by you. We will also prepare the Annual Financial Information Report (AFIR) using the financial statements and other information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards*, and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement and other services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for designing, implementing, and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

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

You are responsible for the design and implementation of programs and controls to prevent and detect fraud and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, or grant agreements, or abuse that we report.

You are also responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

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

With regard to using the auditors' report, you understand that you must obtain our prior written consent to reproduce or use our report in bond offering official statements or other documents.

With regard to electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We understand that your employees will assist in preparing all cash, revenue, or other confirmations we request and will locate any documents selected by us for testing.

We will schedule the engagement based in part on deadlines, working conditions, and the availability of your key personnel. We will plan the engagement based on the assumption that your personnel will cooperate and provide assistance by performing tasks such as preparing requested schedules, retrieving supporting documents, and assisting in preparing confirmation requests. If for whatever reason your personnel are unavailable to provide the necessary assistance in a timely manner, it may substantially increase the work we have to do to complete the engagement within the established deadlines, resulting in an increase in fees over our original fee estimate.

We will provide copies of our reports to Town of Fairview and to the Local Government Commission of the North Carolina Department of State Treasurer; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

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

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the cognizant agency, oversight agency for audit, or pass-through entity. If we are aware that a federal or state awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

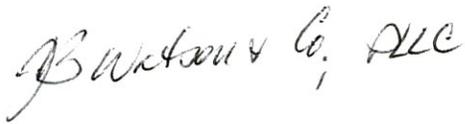
We expect to begin our audit in August or early-September 2017 and to issue our report no later than October 31, 2017 (or December 1, 2017, if additional time is warranted). Deneal H. Bennett, CPA is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

To ensure that J.B. Watson & Co., P.L.L.C.'s independence is not impaired under the AICPA Code of Professional Conduct, you agree to inform the engagement partner before entering into any substantive employment discussions with any of our personnel.

Our fee for these services will be \$7,300 plus \$125 per hour for Single Audit procedures and/or any year-end bookkeeping, if applicable. This estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

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

Very truly yours,



J.B. Watson & Co., P.L.L.C.

RESPONSE:

This letter correctly sets forth the understanding of Town of Fairview.

Management signature: _____

Title: _____

Date: _____

Governance signature: _____

Title: _____

Date: _____

Public Hearing

Text Change

TC#17-029

Text Change # TC-17-029-Revised

Changes to the Fairview Land Use Ordinance: Section 78 Minor Subdivision

Private Drives/Easements

1. All private drives/ easements created after the effective date: July 1, 2017 must be provided within a perpetual access easement that must be officially recorded with the register of deeds.

2. Access easements for private drives/ easements must ***be at least 30 feet in width*** and be the subject of ***a recorded binding maintenance agreement*** (see example-exhibit 1. below) among all current and future owners of lots that take access to the private drive/ easements. The construction of all private drives / easements must be built (see options in exhibit 2 and 3 below) to support all emergency vehicles.

*****If approved - add as (e) 1, 2 in Section 78 Minor Subdivision

Planning Board Meeting: May 16, 2017

EXHIBIT 2

PRIVATE DRIVEWAY - SINGLE LANE

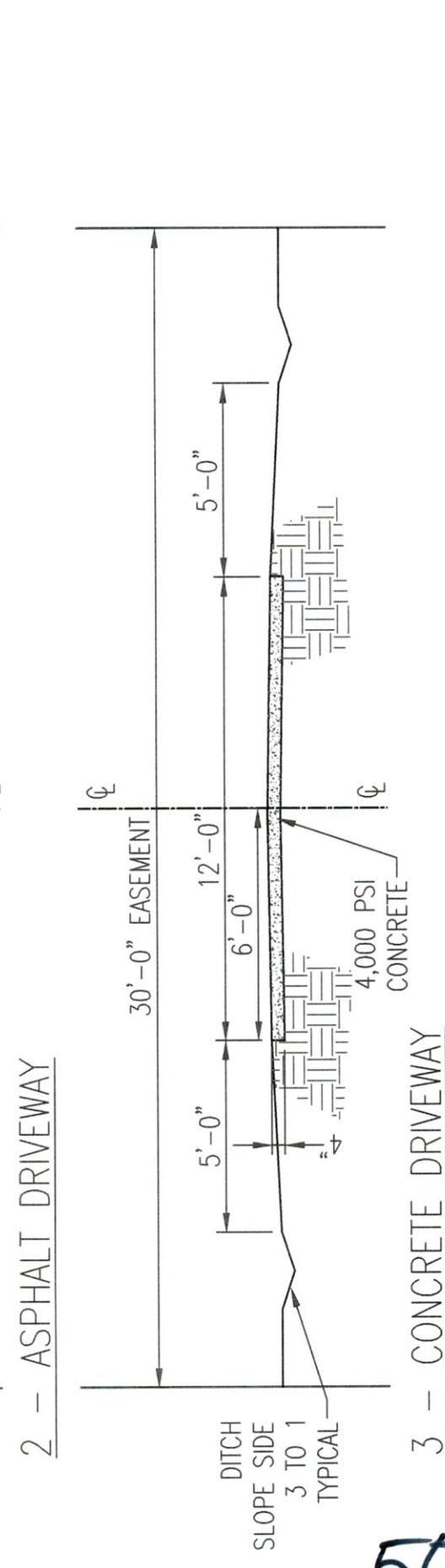
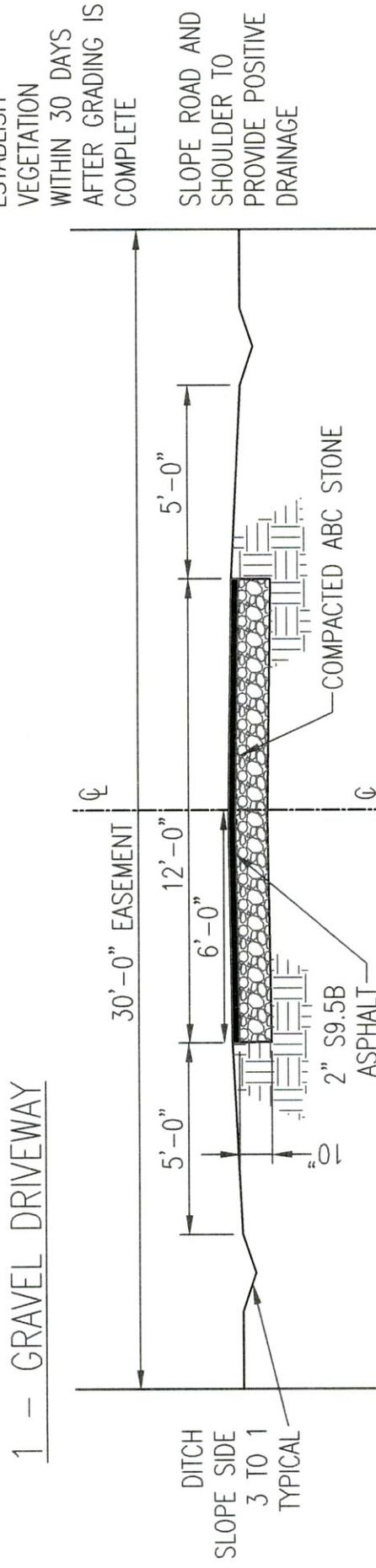
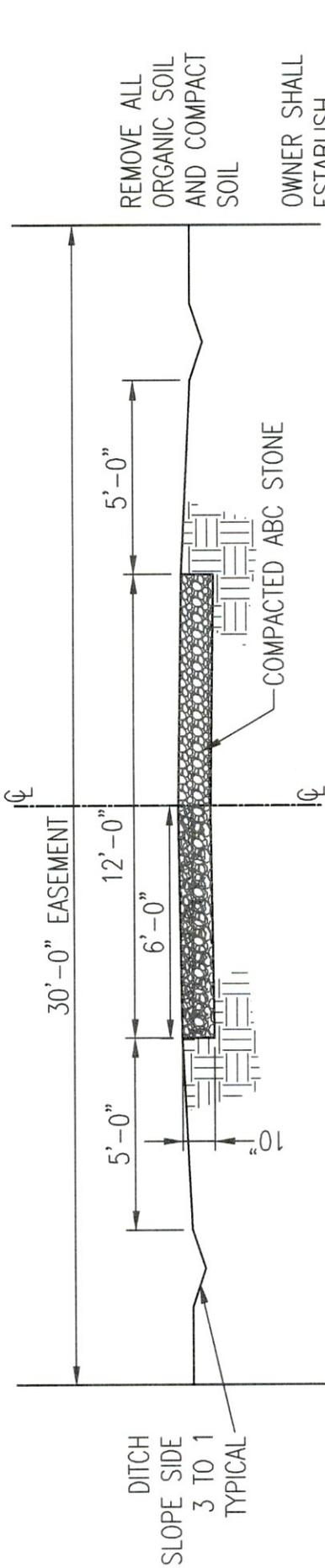
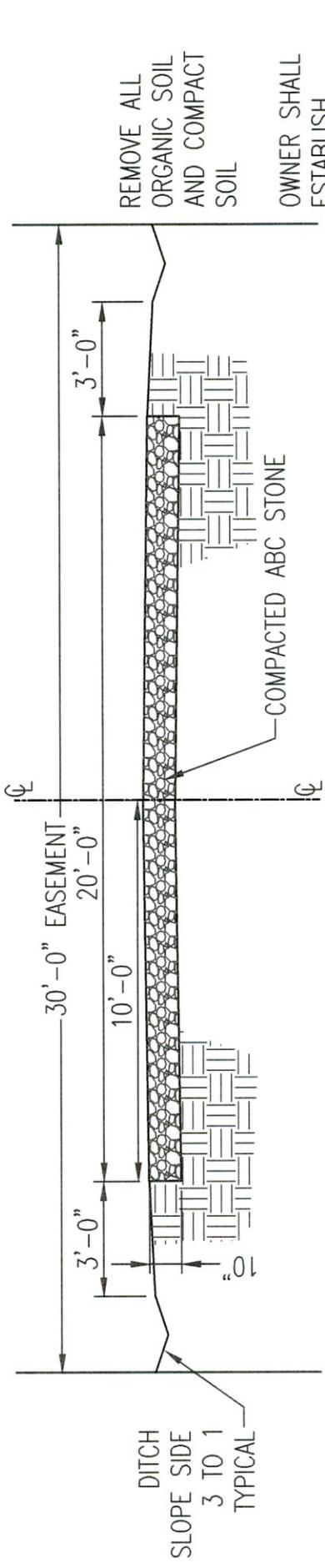


EXHIBIT 3

PRIVATE DRIVEWAY - TWO LANES

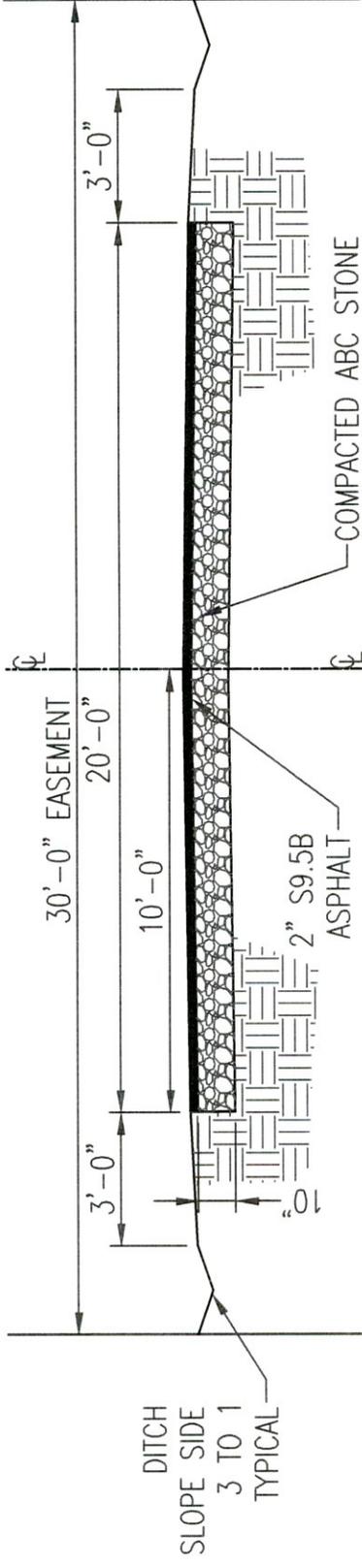


REMOVE ALL ORGANIC SOIL AND COMPACT SOIL

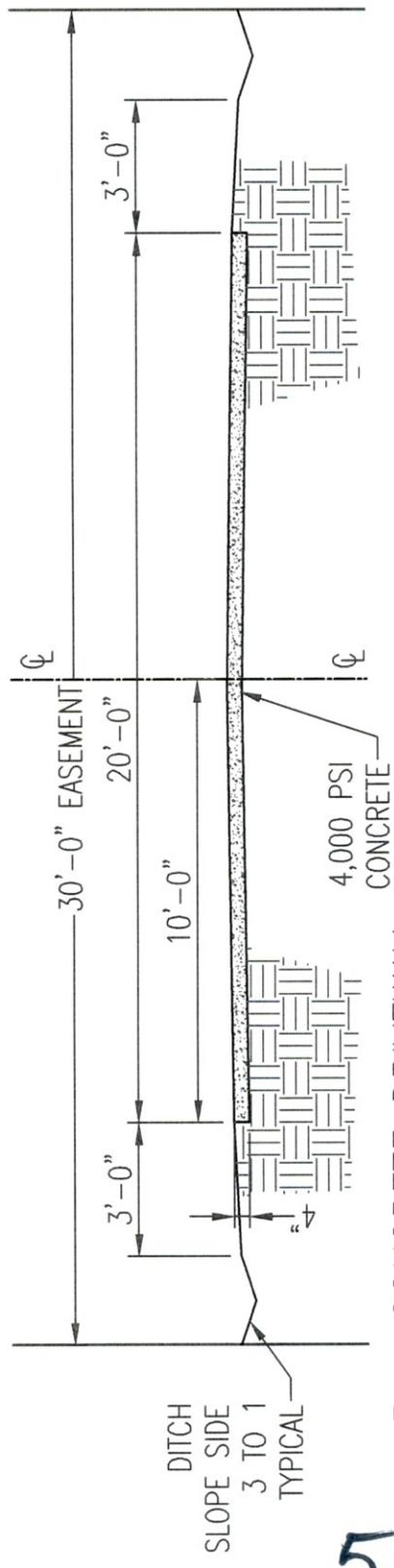
OWNER SHALL ESTABLISH VEGETATION WITHIN 30 DAYS AFTER GRADING IS COMPLETE

SLOPE ROAD AND SHOULDER TO PROVIDE POSITIVE DRAINAGE

1 - GRAVEL DRIVEWAY



2 - ASPHALT DRIVEWAY



3 - CONCRETE DRIVEWAY

EASEMENT MAINTENANCE AGREEMENT GUIDELINES

The Easement Maintenance Agreement should include the following:

- Date
- All parcel numbers for properties using the easement
- Which parcel number(s) will maintain the easement
- Particulars of the actual maintenance requirements will be decided by all parties and stipulated in the agreement
- Easement Maintenance Agreement must be signed and notarized by all property owners
- Easement Maintenance Agreement may be altered or amended by consent of all property owners
- Easement Maintenance Agreement **MUST** be recorded with the Union County Register of Deeds

EXAMPLE

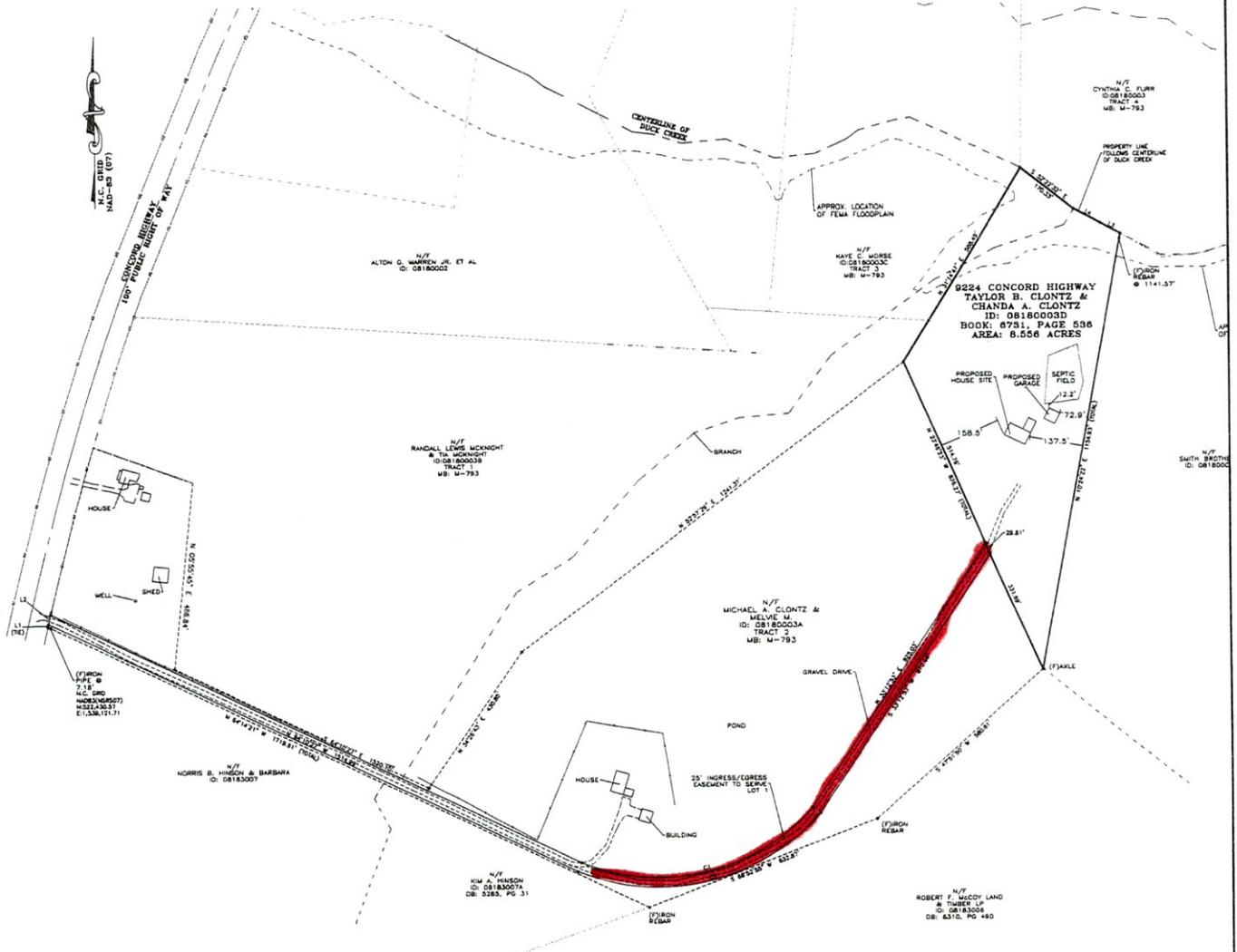
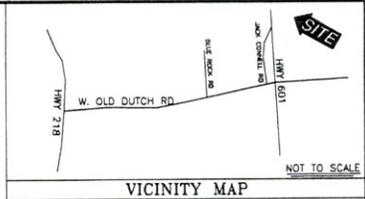
LEGEND

- = BOUNDARY CORNER
- (S) = SET
- (F) = FOUND
- C.P. = COMPUTED POINT
- = ELECTRIC LINES
- = EXISTING FENCE

I, DAVID E. GRIFFIN, certify that this plat was drawn under my supervision from an actual survey made under my supervision, that the boundaries not surveyed are clearly indicated as drawn from the information found in adjoining deeds; that the ratio of precision as calculated is 1:15000+/-; This property shown hereon may be subject to easements, restrictions of which the undersigned has no knowledge.

DAVID E. GRIFFIN
L-3850
REGISTRATION No.

PRELIMINARY PLAT



- NOTES:
1. THIS PROPERTY IS LOCATED WITHIN ANY SPECIAL FLOOD HAZARD AREA AS SHOWN ON FEMA MAPS FOR THIS LOCATION.
 2. ALL DISTANCES ARE SURFACE HORIZONTAL DISTANCES.
 3. AREA WAS COMPUTED BY COORDINATE METHOD.

LINE	BEARING	DISTANCE
1	N 72° 21' 00" W	118.23'
2	S 76° 42' 00" W	112.81'
3	S 76° 42' 00" W	112.81'
4	N 72° 21' 00" E	118.23'

CURVE	ARC LENGTH	CHORD	ANGLE	CHORD BEARING	CHORD LENGTH
G1	654.70'	523.18'	171° 47' 54"	S 76° 42' 04" W	612.81'
G2	686.40'	548.18'	171° 57' 02"	S 76° 42' 01" W	644.05'



GRIFFIN SURVEYING SERVICES, PA

FIRM #: C-1671
1310 Brief Road East Monroe, NC 28110
QUALITY IS OUR PRIORITY

PH: (704) 753-5008 E-MAIL: david@griffinsurveying.net FAX: (704) 753-9041

HOUSE SITE SKETCH FOR:
9224 CONCORD HIGHWAY

GOOSE CREEK TOWNSHIP UNION COUNTY, NORTH CAROLINA

PREPARED FOR:
TAYLOR CLONTZ

DRAWING NAME: TAYLOR SUBDIVISION
SCALE: 1" = 200'
TAX ID #: 08180003A
SURVEYED BY: TC
DRAWN BY: JW
CHECKED BY: DG
DATE: 05/05/17

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STATE OF NORTH CAROLINA
COUNTY OF UNION

I, Gus Nichols, REVIEW OFFICER OF
UNION COUNTY, CERTIFY THAT THE MAP OR PLAT TO WHICH
THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY
REQUIREMENTS FOR RECORDING.

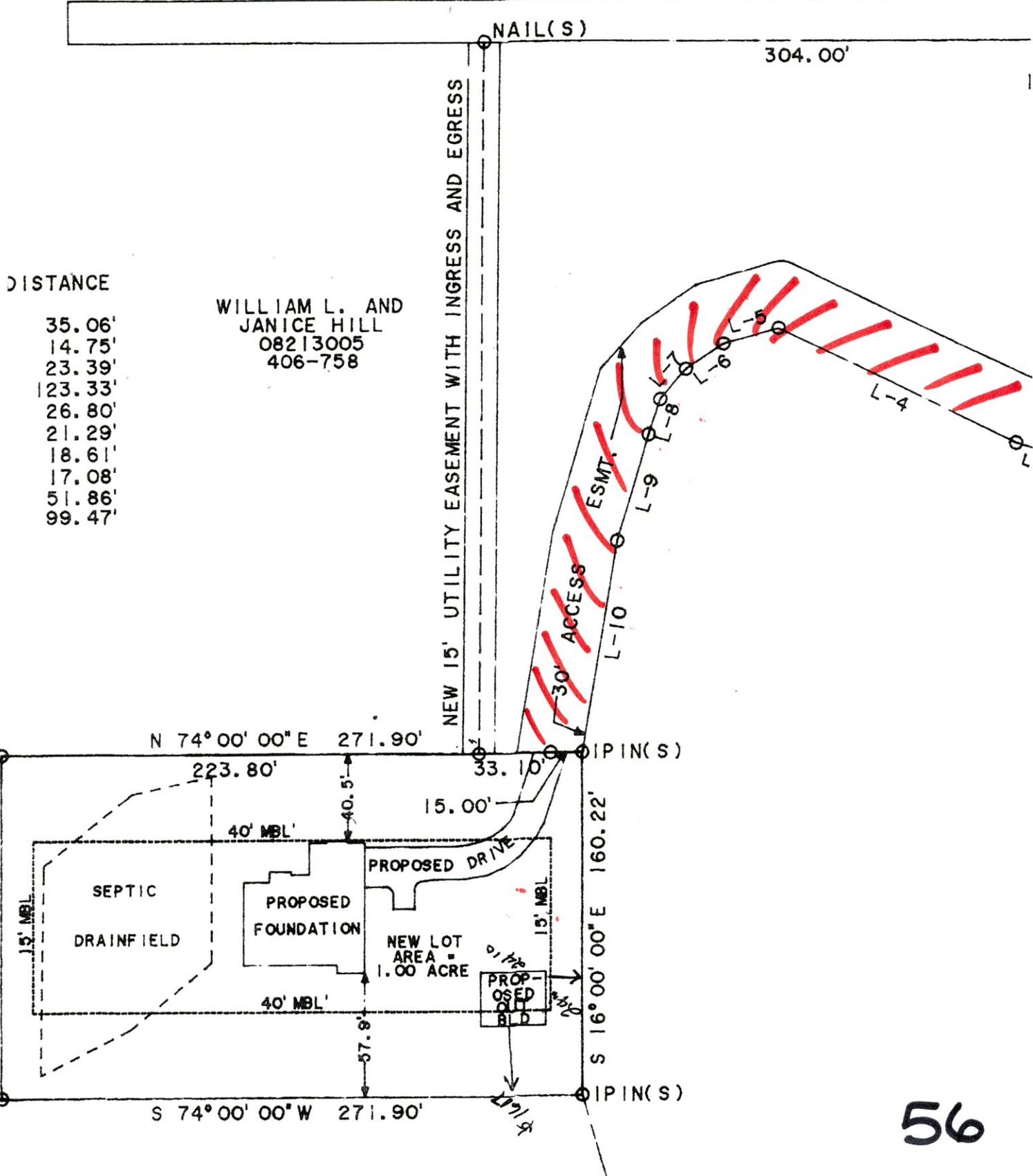
DATE 4/13/17

Gus Nichols
REVIEW OFFICER

EXAMPLE

I HEREBY CEI
ON THIS PLA
WITH THE TO
AND THAT TH
BY THE TOWN
SUBJECT TO
UNION COUNT
DATE OF THE
April 11
DATE

MINT LAKE DRIVE, 20' ACCESS AND UTILITY EASEMENT WITH



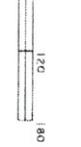
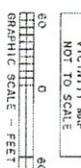
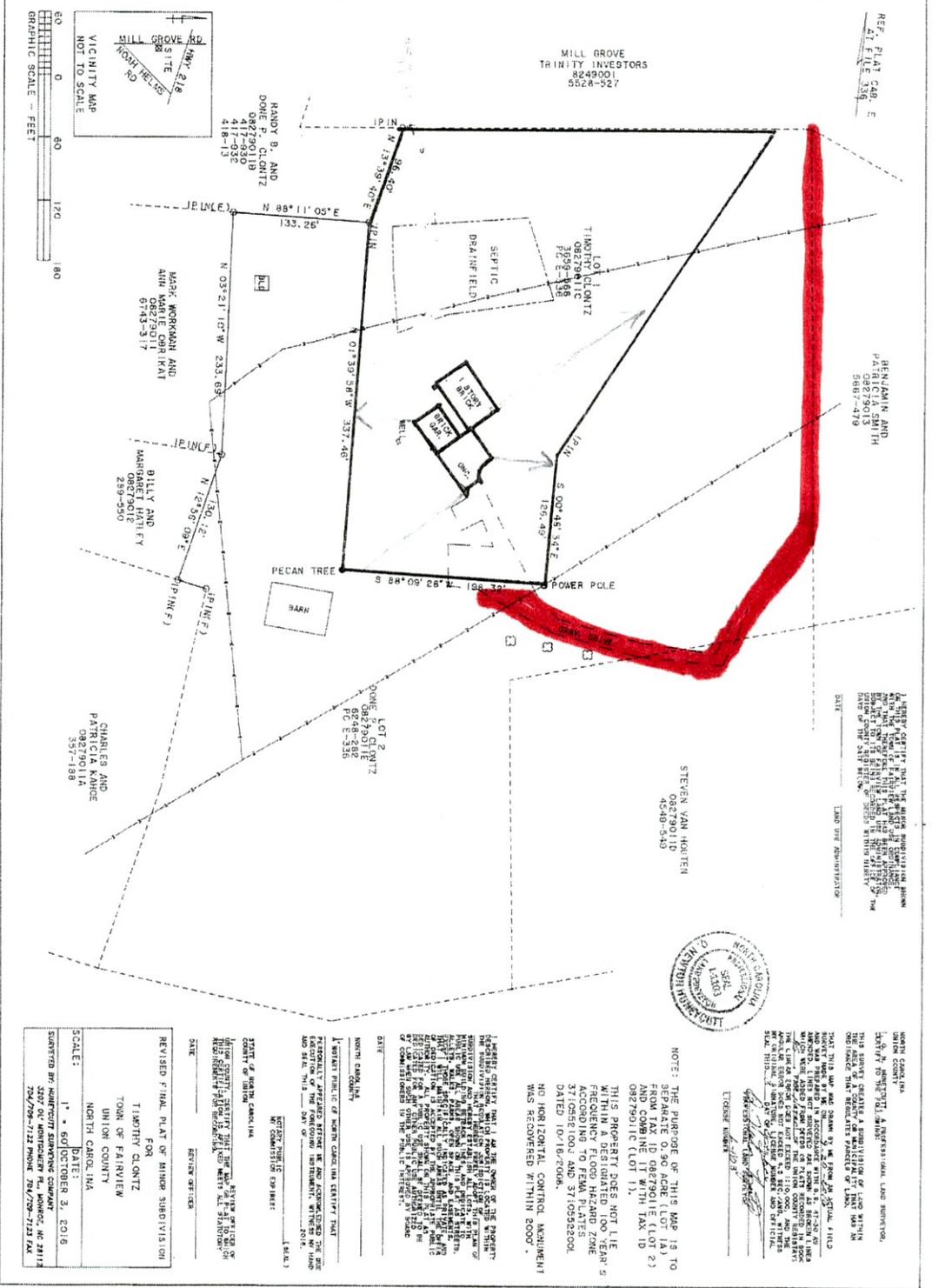
REF. PLAT CAR #
AT FILE 336

MILL GROVE
TRINITY INVESTORS
8249001
5528-527

BENJAMIN AND
PATRICIA SMITH
P# 08279013
5867-479

I HEREBY CERTIFY THAT THE ABOVE SUBDIVISION SHOWS THE TRUE AND CORRECT LOCATION OF THE BOUNDARIES OF THE LAND HEREIN SHOWN AND THAT THE SAME ARE ACCORDING TO THE RECORDS OF THE PUBLIC RECORDS OF THE COUNTY OF UNION, MISSOURI, AND THE RECORDS OF THE STATE OF MISSOURI.

STEVEN VAN HOUTEN
08279011D
4548-548

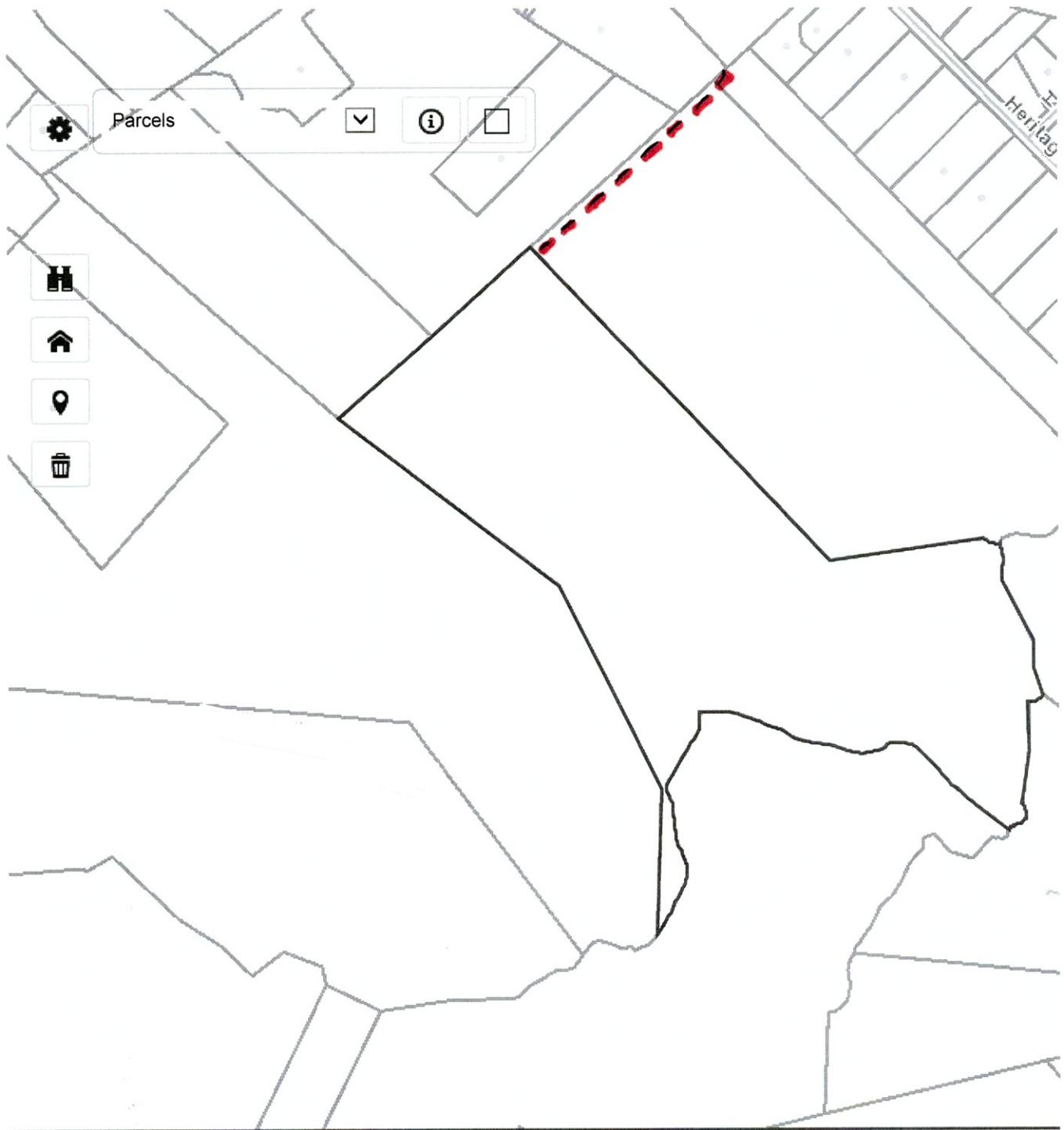


REVISED FINAL PLAT OF MINOR SUBDIVISION
FOR
TIMOTHY KLONITZ
TOWN OF FAIRVIEW
UNION COUNTY
NORTH CAROLINA

DATE: 10/16/2008
BY: SURVEYOR STEVEN VAN HOUTEN
STATE OF MISSOURI

NOTICE: THE PURPOSE OF THIS MAP IS TO
SHOW THE LOCATION OF THE BOUNDARIES OF
THE LAND HEREIN SHOWN AND TO COMBINE
THE BOUNDARIES OF THE LAND HEREIN
SHOWN WITH THE BOUNDARIES OF THE
LAND HEREIN SHOWN IN THE PLAT OF
STEVEN VAN HOUTEN, SURVEYOR, STATE OF
MISSOURI, DATED 10/16/2008, AND
RECORDED WITHIN 2007.

NOTICE: THE PURPOSE OF THIS MAP IS TO
SHOW THE LOCATION OF THE BOUNDARIES OF
THE LAND HEREIN SHOWN AND TO COMBINE
THE BOUNDARIES OF THE LAND HEREIN
SHOWN WITH THE BOUNDARIES OF THE
LAND HEREIN SHOWN IN THE PLAT OF
STEVEN VAN HOUTEN, SURVEYOR, STATE OF
MISSOURI, DATED 10/16/2008, AND
RECORDED WITHIN 2007.



1 Results 200m
600ft



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Amend

Lot Size Given to
Fire Department

FIRE DEPARTMENT

The Council has approved giving the Fire Department land beside the station to add to the station.

When the Council approved the size of the parcel (.071 acre) the decision on how much was made using a CONCEPTUAL drawing done by Alfred Benesch.

After the actual survey was done the size is 1.384 acres.

The Council needs to:

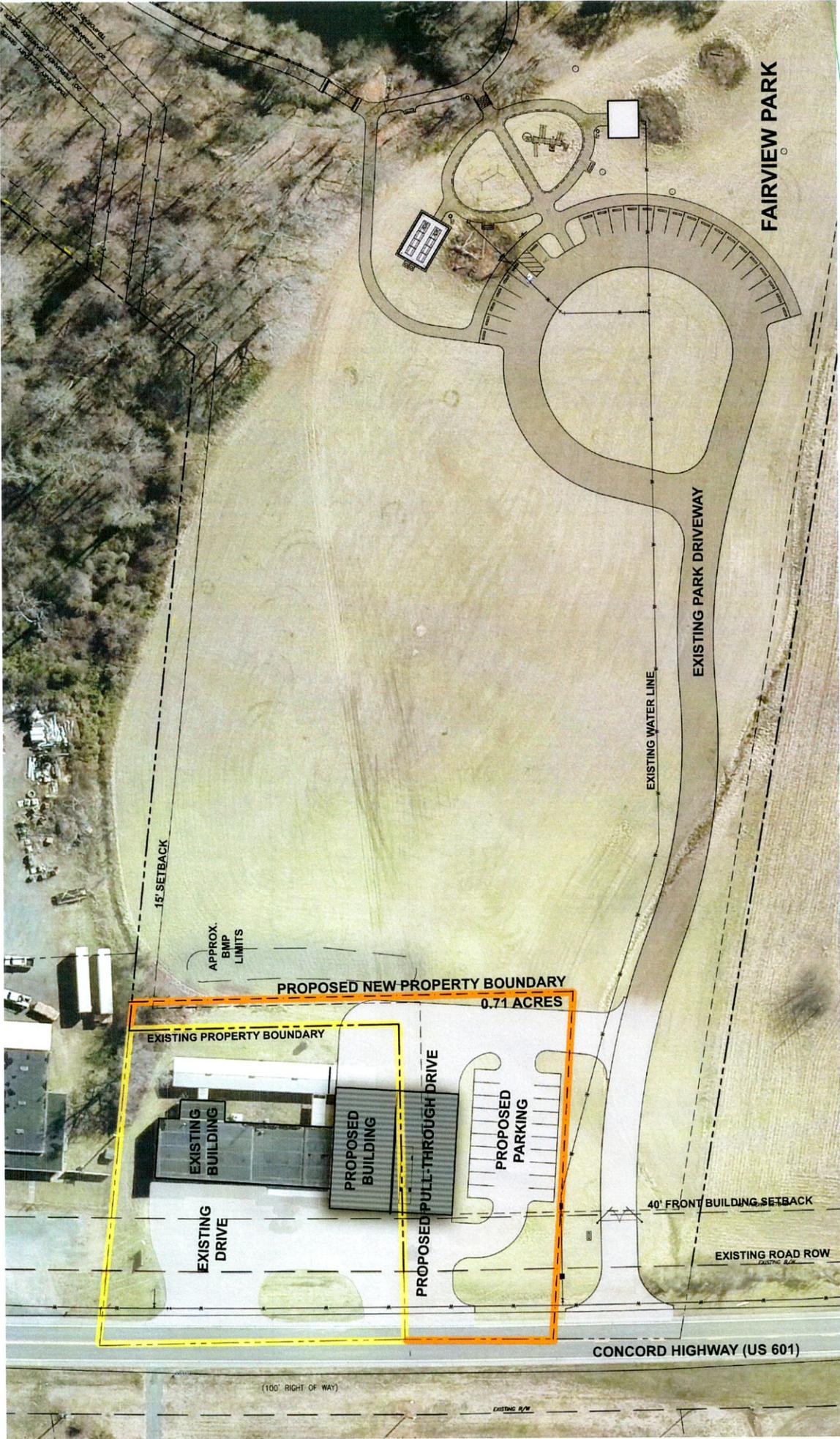
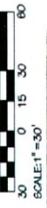
- Amend its original motion
- Authorize the attorney to prepare the deed
- Authorize the Mayor to sign the deed

Fairview Volunteer Fire Department | Conceptual Site Plan

7402 Concord Highway, Monroe, North Carolina

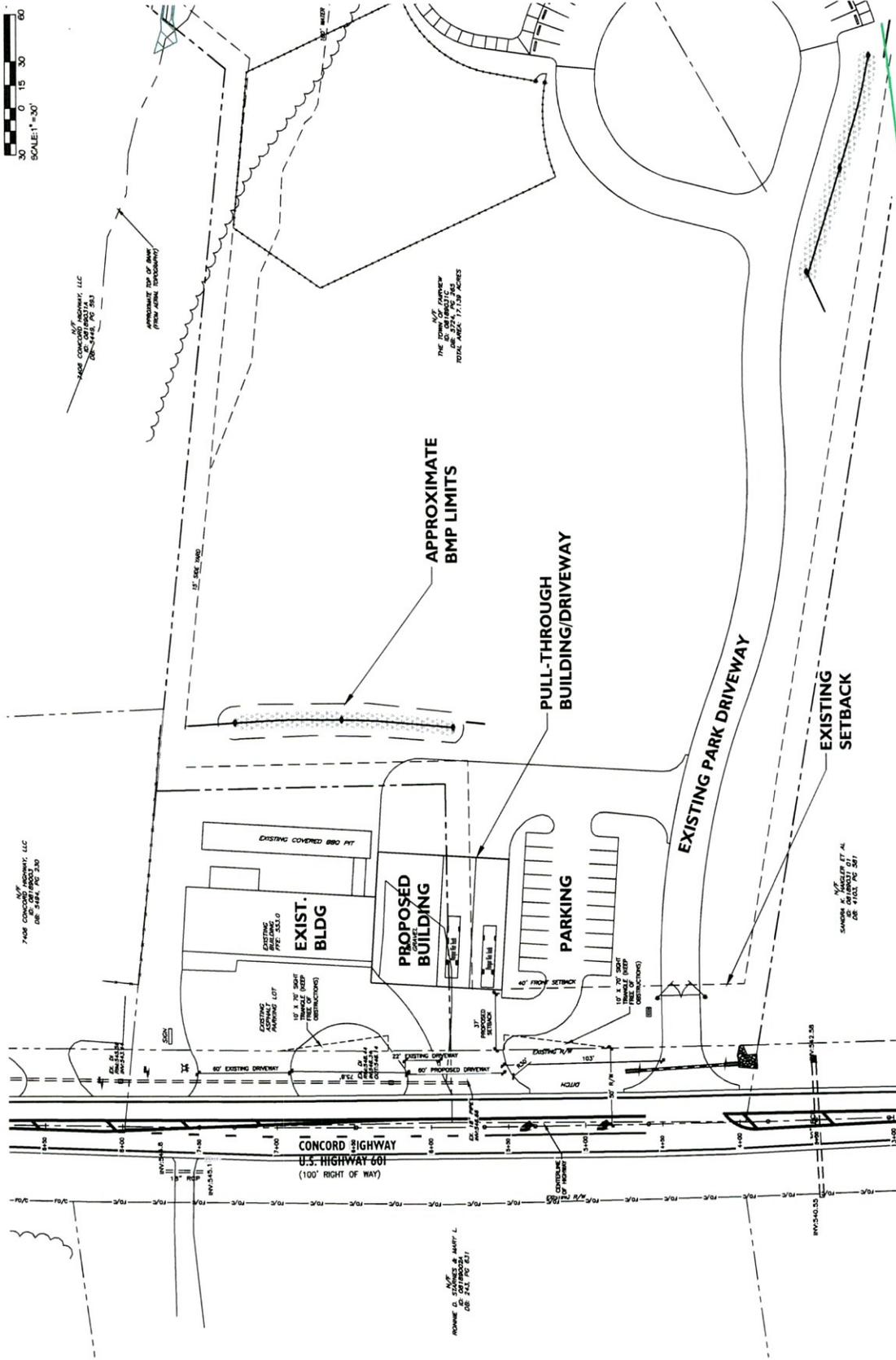
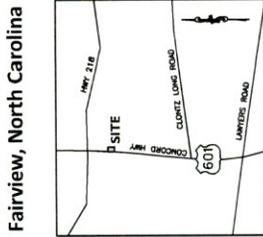


Fairview Volunteer Fire Department | 02.20.2017



Fairview Volunteer Fire Department | Conceptual Site Plan

Fairview Volunteer Fire Department | 03.07.2017



Approve
Final Pay
Application
For
Eagle Wood

APPLICATION AND CERTIFICATE FOR PAYMENT

OWNER: Town of Fairview
7400 Concord Highway
Monroe, NC 28110

PROJECT:
Town of Fairview

FROM CONTRACTOR:

Eagle Wood Inc
P. O. Box 1046
Denver, NC 28037

VIA ARCHITECT/ENGINEERS:
Benesch
2320 W. Morehead St
Charlotte, NC 28238

APPLICATION NO: 12 - Final
APPLICATION DATE: 6/2/2017
PERIOD TO: 5/31/2017
CONTRACT DATE: 5-Jul-16

Distribution to:
OWNER: XXX
ENGINEERS: XXX
CONTRACTOR: XXX

CONTRACT FOR:

CONTRACTOR'S APPLICATION FOR PAYMENT
Application is made for payment as shown below. In connection with the
Contract Continuation Sheet, AIA Document G703, is attached

- 1. ORIGINAL CONTRACT SUM \$1,275,180.45
- 2. Net Change by Change Orders -\$34,210.35
- 3. CONTRACT SUM TO DATE \$1,241,970.10
- 4. TOTAL COMPLETED & STORED TO DATE \$1,241,970.10

5. Retainage:
a. 5 % of Completed Work \$

b. 0 % of Stored Material \$0.00

Total Retainage (Line 5a + 5b or

6. TOTAL EARNED LESS RETAINAGE \$1,241,970.10

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT \$1,184,657.71

8. CURRENT PAYMENT DUE \$57,312.39

9. BALANCE TO FINISH, INCLUDING RETAINAGE \$0.00

CHANGE ORDER SUMMARY		ADDITIONS	DEDUCTIONS
Total changes approved in previous months			
By Owner		\$	\$
Total approved this Month		\$	\$
NET CHANGES by Change Order	TOTALS	\$	\$
		\$34,210.35	-\$34,210.35

The undersigned Contractor certifies that to the best of the Contractor's knowledge and belief the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due

By: *[Signature]* DATE: *[Signature]*

State of North Carolina
County of Lincoln
Subscribed and sworn to before me this 7 day of June 2017

Notary Public: *[Signature]*
My Commission Expires August 15, 2018
ENGINEERS' CERTIFICATE FOR PAYMENT

In accordance with the Contractor Documents, based on on-site observations and the knowledge and belief of the Engineer, the Engineer certifies to the Owner that to the best of the Engineer's knowledge and belief the Work had progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the amount is entitled to payment of the AMOUNT CERTIFIED \$57,312.39

(When explanations of amount certified differ from the amount applied for initial all figures on the Application and on the Continuation Sheet that are checked to conform to the amount certified) Engineer:

By: *[Signature]* Date: *[Signature]*
The amount certified is payable only to the Contractor named herein upon payment and acceptance of payment by the Owner of the contract under the contract.

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Page 2 of 3		WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)		TOTAL COMPLETED AND STORED TO DATE (D+E+H)		BALANCE TO FINISH (C-G)		RETAINAGE (IF VARIABLE RATE)	
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	FROM PREVIOUS APPLICATION (D+E)	THIS PERIOD			% (G/C)				
1	Mobilization	\$63,809.02	100.00%	0.00%		\$ 63,809.02	100.00%	\$ -	\$ -	\$ -	-
2	Surveying	\$9,500.00	100.00%	0.00%		\$ 9,500.00	100.00%	\$ -	\$ -	\$ -	-
3	Site Preparation - Incl (Clearing, Grading, Storm and Erosion)	\$191,629.58	99.61%	0.00%		\$ 190,879.58	99.61%	\$ 750.00	\$ -	\$ -	-
4	Water, Sanitary Sewer and Electric Utilities	\$115,129.56	100.00%	0.00%		\$ -		\$ -	\$ -	\$ -	-
5	Parking Lot - Paved for 23 cars and Entrance Rd	\$78,629.58	100.00%	0.00%		\$ 78,629.58	100.00%	\$ -	\$ -	\$ -	-
6	Walking Trail - Paved Trail with 2 Benches	\$96,607.11	96.89%	0.00%		\$ 93,598.73	96.89%	\$ 3,008.38	\$ -	\$ -	-
7	Playground (Play equipment, accessible surface 2 benches)	\$130,124.15	100.00%	0.00%		\$ 130,124.15	100.00%	\$ -	\$ -	\$ -	-
8	Picnic Shelter - 25 x 25 feet (2 grills, 4 picnic tables, and 2 trash receptacles)	\$50,000.00	100.00%	0.00%		\$ -		\$ -	\$ -	\$ -	-
9	Restroom Building, 750 SF	\$212,850.00	100.00%			\$ -		\$ -	\$ -	\$ -	-
10	Landscaping	\$23,750.00	100.00%	0.00%		\$ 212,850.00	100.00%	\$ -	\$ -	\$ -	-
11	Road Widening	\$228,000.00	100.00%	0.00%		\$ 23,750.00	100.00%	\$ -	\$ -	\$ -	-
12	Construction Testing Allowance	\$2,000.00	100.00%	0.00%		\$ 228,000.00	100.00%	\$ -	\$ -	\$ -	-
13	Electrical Allowance	\$6,000.00				\$ 2,000.00	100.00%	\$ -	\$ -	\$ -	-
14	PVC Conduit	\$7,500.00				\$ -	0.00%	\$ 6,000.00	\$ -	\$ -	-
15	Contingency	\$60,651.45	72.05%	0.00%		\$ 43,699.48	72.05%	\$ 16,951.97	\$ -	\$ -	-
				0.00%		\$ -		\$ 34,210.35	\$ -	\$ -	-
						\$ 1,241,970.10		\$ -	\$ -	\$ -	-

ITEM NO.	DESCRIPTION OF WORK			SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G/C)	BALANCE TO FINISH (C-G)	RETAINAGE (IF VARIABLE RATE)
					FROM PREVIOUS APPLICATION (D+E)	THIS PERIOD					
1	HWY 601 Road Widening										
2	Utility Locate	1	LS	\$4,022.76	100.00%		\$ 4,022.76	100.00%	\$ -	\$ -	
3	Adjust Valve Boxes	1	LS	\$122.13	100.00%		\$ 122.13	100.00%	\$ -	\$ -	
4	Box Out for Road Widening	1	LS	\$9,505.29	100.00%		\$ 9,505.29	100.00%	\$ -	\$ -	
5	Clearing	1	LS	\$4,321.96	100.00%		\$ 4,321.96	100.00%	\$ -	\$ -	
6	Driveway Reconstruction	1	LS	\$15,034.87	100.00%		\$ 15,034.87	100.00%	\$ -	\$ -	
7	Imported Fill	1	LS	\$16,439.26	100.00%		\$ 16,439.26	100.00%	\$ -	\$ -	
8	Inlet Protection (Block and Gravel)	1	LS	\$2,347.21	100.00%		\$ 2,347.21	100.00%	\$ -	\$ -	
9	Levelling/Wedging (Allowance)	1	LS	\$30,394.65	100.00%		\$ 30,394.65	100.00%	\$ -	\$ -	
10	Milling	1	LS	\$3,780.26	100.00%		\$ 3,780.26	100.00%	\$ -	\$ -	
11	Pavement 2" 9.5C Overlay	1	LS	\$48,278.04	100.00%		\$ 48,278.04	100.00%	\$ -	\$ -	
12	Pavement 8" B25.0C	1	LS	\$31,594.05	100.00%		\$ 31,594.05	100.00%	\$ -	\$ -	
12	Pavement 3" 119.0C	1	LS	\$13,533.39	100.00%		\$ 13,533.39	100.00%	\$ -	\$ -	
13	RCP 18"	1	LS	\$6,391.55	100.00%		\$ 6,391.55	100.00%	\$ -	\$ -	
14	RCP FES 18"	1	LS	\$3,983.49	100.00%		\$ 3,983.49	100.00%	\$ -	\$ -	
15	Regrade Shoulders and Seed	1	LS	\$11,158.92	100.00%		\$ 11,158.92	100.00%	\$ -	\$ -	
16	Relocate Existing Mailboxes	1	LS	\$1,557.05	100.00%		\$ 1,557.05	100.00%	\$ -	\$ -	
17	Rip-Rap Aprons	1	LS	\$1,114.03	100.00%		\$ 1,114.03	100.00%	\$ -	\$ -	
18	Rock Pipe Inlet Protection	1	LS	\$1,265.95	100.00%		\$ 1,265.95	100.00%	\$ -	\$ -	
19	Sawcut Pavement	1	LS	\$2,009.96	100.00%		\$ 2,009.96	100.00%	\$ -	\$ -	
20	Silt Logs	1	LS	\$1,436.84	100.00%		\$ 1,436.84	100.00%	\$ -	\$ -	
21	Silt Fence	1	LS	\$619.68	100.00%		\$ 619.68	100.00%	\$ -	\$ -	
22	Striping	1	LS	\$9,364.25	100.00%		\$ 9,364.25	100.00%	\$ -	\$ -	
23	Traffic Control	1	LS	\$9,724.41	100.00%		\$ 9,724.41	100.00%	\$ -	\$ -	
							\$ 228,000.00		\$ -	\$ -	

67

AIA[®] Document G701[™] – 2001

Change Order

PROJECT (Name and address): Fairview Park Monroe, NC	CHANGE ORDER NUMBER: 001 DATE: May 23, 2017	OWNER: <input checked="" type="checkbox"/> ARCHITECT: <input checked="" type="checkbox"/> CONTRACTOR: <input checked="" type="checkbox"/> FIELD: <input type="checkbox"/> OTHER: <input type="checkbox"/>
TO CONTRACTOR (Name and address): Eagle Wood PO Box 1046 Denver, NC 28037	ARCHITECT'S PROJECT NUMBER: 17000005.00 CONTRACT DATE: May 23, 2016 CONTRACT FOR: General Construction	

THE CONTRACT IS CHANGED AS FOLLOWS:
(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)
Refer to the attached letter dated May 23, 2017.

The original Contract Sum was	\$ 1,276,180.45
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 1,276,180.45
The Contract Sum will be decreased by this Change Order in the amount of	\$ 34,210.35
The new Contract Sum including this Change Order will be	\$ 1,241,970.10

The Contract Time will be increased by one hundred sixty-seven (167) days.
The date of ~~Substantial~~ Completion as of the date of this Change Order therefore is May 23, 2017
Final

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

<u>Alfred Benesch & Company</u> ARCHITECT (Firm name)	<u>Eagle Wood, Inc.</u> CONTRACTOR (Firm name)	<u>Town of Fairview</u> OWNER (Firm name)
<u>2320 West Morehead Street, Charlotte, NC 28208</u> ADDRESS	<u>PO Box 1046, Denver, NC 28037</u> ADDRESS	<u>7400 Concord Highway, Monore, NC 28110</u> ADDRESS
<u>[Signature]</u> BY (Signature)	<u>[Signature]</u> BY (Signature)	<u>[Signature]</u> BY (Signature)
<u>[Typed name]</u> (Typed name)	<u>Sue Fink</u> (Typed name)	<u>[Typed name]</u> (Typed name)
<u>[Date]</u> DATE	<u>6/6/17</u> DATE	<u>[Date]</u> DATE

Resolution for

Town Credit Card



SOLUTIONS BUSINESS CREDIT CARD TREASURY MANAGEMENT SERVICES

■ TAKE ADVANTAGE OF OUR SOLUTIONS BUSINESS CREDIT CARD

Increase your spending power, and be prepared for the unexpected with a Solutions Business Credit Card from First National Bank. Our Solutions Business Credit Card offers a competitive rate and no annual fee. You'll also gain better management of your company's expenses, since employees will no longer need to use their personal credit cards for work-related expenses.

■ HOW IT WORKS

Once your application is submitted to First National Bank, our flexible process allows us to quickly implement your card use. You will be able to use your Solutions Business Credit Card anywhere VISA® is accepted. Each time you use your Solutions Business Credit Card, you will also earn points toward travel rewards such as air fare, cruises and much more. See our Scorecard brochure for details.

■ HOW YOUR COMPANY BENEFITS

- No annual fee
- Redeem points for travel, merchandise and gift cards
- Control expenses while earning points with each purchase
- Combined billing option
- 24/7 online account access
- Streamlined record keeping and better control
- 24/7 fraud alerts

■ CONSIDER SOLUTIONS BUSINESS CREDIT CARD IF YOUR COMPANY

- Needs more control over corporate travel, entertainment and other spending
- Needs individual credit lines for employees
- Needs a more efficient way of tracking business expenses

■ ADDITIONAL SERVICES TO COMPLEMENT SOLUTIONS BUSINESS CREDIT CARD

- **eZbusiness** - Manage your company expenses, receive detailed reporting, make payments, change cardholder limits, order new cards, dispute transactions and much more; available 24 hours a day, 7 days a week at no cost to you.
- **Business Line of Credit**
- **Term Financing**
- **ExecuBanc™** - Internet banking solution with ACH capabilities for employee payment processing





FAIRVIEW **NORTH CAROLINA**

RESOLUTION **Town Credit Card**

Resolution authorizing First National Bank to issue the Town of Fairview a credit card

Be it resolved:

- The Town of Fairview needs a Town credit card to purchase items needed on a day to day basis
- The Town Council of Fairview with this resolution authorizes First National Bank to issue the Town Clerk and Land Use Administrator a credit card
- The Town of Fairview with this resolution authorizes the Mayor to sign the credit application for the Town credit card
- The credit line of the account should be \$1,500.00
- The names on the account will be:
 - Teresa G. Gregorius
 - Ed Humphries
- The Town Council of the Town of Fairview authorizes First National Bank to issue the above two employees of the Town a credit card with an account credit line of \$1,500.00.

Teresa Gregorius, Town Clerk

Phillip Thomas, Mayor of Fairview

Approved this _____ day of _____ 2017

(Town Seal)



Solutions Business Credit Card Application

First National Bank

The USA PATRIOT Act requires financial institutions to verify customer identity. As a result, our employees may ask you to provide proper identification and may additionally use credit reports, references or other reasonable means to make the required verification. Thank you for your cooperation in helping us comply with Federal regulations.

Credit Amount Request		
<input type="checkbox"/> Credit Limit Requested (if pre-qualified please complete bottom section of app)	Amount \$ 1,500	Date 6/12/2017
<input type="checkbox"/> Credit Limit Increase (to master account only)		

Organization Information		
Organization Name to Appear on Card (no more than 25 characters including spaces) TOWN OF FAIRVIEW	Type of Organization LOCAL GOVERNMENT	Business Phone Number 704.753.1981
Legal Organization Name (if different from above)		

Name and Phone of Primary Contact Person at Organization (required) TERESA E. GREGORIUS		Name and Phone of Secondary Contact Person at Organization (required)	
Organization Address 7400 CONCORD HIGHWAY	City MONROE	State NC	Zip 28110
Address where Cards & Statements should be mailed (if different from above)		City	State
Federal Tax ID Number 55 078 9092	State of Legal formation NC	Legal Structure (please check one)	
Are you a registered Nonprofit Entity? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	State of Legal formation NC	<input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> LLC <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation <input type="checkbox"/> Other <input checked="" type="checkbox"/> Government	

Statement Options; please choose one: <input checked="" type="checkbox"/> Corporate Billing w/individual Cardholder Memo Statements <i>(Combined Company Statement, once setup not able to be removed)</i> <input type="checkbox"/> Individual Billing by card	Payment Cycle Dates; please choose one: <input type="checkbox"/> (1) Statement cuts on 1 st of month payment due 25 days later <input checked="" type="checkbox"/> (12) Statement cuts on 19 th of the month payment due 25 days later <input type="checkbox"/> (82) Bi-weekly (payment due dependent on when setup)
Payment Structure for Commercial Customers: Full Balance Payment monthly per card <u>only</u> regardless of Statement Option	Payment Options for Small Business Customers; please choose one: <input type="checkbox"/> Minimum Payment per card <input type="checkbox"/> Full Balance Payment per card
Auto Draft option (for either Small Business or Commercial Customers) <input type="checkbox"/> Auto Draft from FNB DDA #	

Guarantor Information (if applicable)			
Name	Date of Birth	Title/Position	Ownership Percentage (must equal 100%)
Are you a US Citizen? <input type="checkbox"/> Yes <input type="checkbox"/> No	Social Security No	Home Phone	Annual Salary \$
Home Street Address (no PO Box)		City	State
			Zip

For additional Guarantors, please provide this same information on a separate piece of paper. (Ownership must equal 100%)

Card Holders (new cardholders only)		
1st Cardholder's Name to Appear on Card (no more than 25 characters) TERESA G GREGORIUS	Date of Birth 11/20/57	Credit Limit Requested \$
2nd Cardholder's Name to Appear on Card (no more than 25 characters) ED HUMPHRIES	Date of Birth 7/24/46	Credit Limit Requested \$
3rd Cardholder's Name to Appear on Card (no more than 25 characters)	Date of Birth	Credit Limit Requested \$
4th Cardholder's Name to Appear on Card (no more than 25 characters)	Date of Birth	Credit Limit Requested \$
5th Cardholder's Name to Appear on Card (no more than 25 characters)	Date of Birth	Credit Limit Requested \$

For additional Cardholders, please provide this same information on a separate piece of paper. For card increases use separate maintenance form.

SIGNATURE(S)

PLEASE READ THE FOLLOWING CAREFULLY BEFORE SIGNING: By submitting this application, I acknowledge and agree on behalf of the Business entity or myself as the Guarantor. 1) that all information provided in connection with this application is correct; 2) that First National Bank may investigate and exchange reports regarding information on the Guarantor or the Business entity with credit reporting agencies and others in order to approve or decline this application, service my account, and manage your relationship with me; 3) that the accounts will be used for Business purposes only; 4) to all terms of the Business Card Agreement provided with the cards; 5) that I authorize First National Bank to provide application information and any updated application information I provide to its affiliate(s) in connection with other accounts that I may have with those affiliates; and 6) that the Business entity will be liable for all charges, fees, and finance charges on all the cards and accounts issued pursuant this request or any future requests to add additional cards or accounts, or I personally in my individual capacity if applicable.

X _____ Owner/Authorized Applicant Signature	_____ Date	X _____ Guarantor Signature (if applicable)	_____ Date
--	------------	---	------------

FOR INTERNAL USE ONLY

Application Submitted by (name & email address)	Treasury Mgmt Rep (name & email address)	ID used to identify Organization
<input type="checkbox"/> Pre-qualified	Pre-qualified Limit \$	Application ID #
		Date of Pre-qualification

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Business Credit Card

Additional Card Holders or Guarantors

Please complete information below for **additional card holders:**

Card Holder Name to appear on card (no more than 25 characters including spaces)					
<table border="1" style="width: 100%; height: 20px;"> <tr> <td style="width: 25%;"> </td><td style="width: 25%;"> </td><td style="width: 25%;"> </td><td style="width: 25%;"> </td> </tr> </table>					
Card Holder Date of Birth	Requested Credit Line Amount				
	\$				
Card Holder Name to appear on card (no more than 25 characters including spaces)					
<table border="1" style="width: 100%; height: 20px;"> <tr> <td style="width: 25%;"> </td><td style="width: 25%;"> </td><td style="width: 25%;"> </td><td style="width: 25%;"> </td> </tr> </table>					
Card Holder Date of Birth	Requested Credit Line Amount				
N/A	\$				
Card Holder Name to appear on card (no more than 25 characters including spaces)					
<table border="1" style="width: 100%; height: 20px;"> <tr> <td style="width: 25%;"> </td><td style="width: 25%;"> </td><td style="width: 25%;"> </td><td style="width: 25%;"> </td> </tr> </table>					
Card Holder Date of Birth	Requested Credit Line Amount				
	\$				
Card Holder Name to appear on card (no more than 25 characters including spaces)					
<table border="1" style="width: 100%; height: 20px;"> <tr> <td style="width: 25%;"> </td><td style="width: 25%;"> </td><td style="width: 25%;"> </td><td style="width: 25%;"> </td> </tr> </table>					
Card Holder Date of Birth	Requested Credit Line Amount				
	\$				
Card Holder Name to appear on card (no more than 25 characters including spaces)					
<table border="1" style="width: 100%; height: 20px;"> <tr> <td style="width: 25%;"> </td><td style="width: 25%;"> </td><td style="width: 25%;"> </td><td style="width: 25%;"> </td> </tr> </table>					
Card Holder Date of Birth	Requested Credit Line Amount				
	\$				

Please complete information below for **additional guarantors:**

Name		Date of Birth	Title/Position	Ownership Percentage
Are you a US Citizen?	Social Security No	Home Phone		Annual Salary
<input type="checkbox"/> Yes <input type="checkbox"/> No	N/A			\$
Home Street Address (no PO Box)		City	State	Zip

X _____
 Guarantor Signature Date

Name		Date of Birth	Title/Position	Ownership Percentage
Are you a US Citizen?	Social Security No	Home Phone		Annual Salary
<input type="checkbox"/> Yes <input type="checkbox"/> No				\$
Home Street Address (no PO Box)		City	State	Zip

X _____
 Guarantor Signature Date

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Business Banking Credit Schedule of Business Debt



Company Name: <u>TOWN OF FAIRVIEW</u>	As of Month Ending: <u>MAY 2017</u>
---------------------------------------	-------------------------------------

Please list below all business fixed debt, lines of credit, shareholders' notes, and capital leases.

Creditor Name	If LOC, Credit Limit	Balance	Payment	To be Paid?
<i>GREAT AMERICAN</i>	<i>\$ 3 YEAR</i>		<i>\$ 110.02</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<i>(COPIEN LEASE)</i>	\$	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
	\$	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
Schedule of Business Debt				
Company Name: <i>N/A</i>		As of Month Ending:		
_____		_____		

Please list below all business fixed debt, lines of credit, shareholders' notes, and capital leases.

Creditor Name	If LOC, Credit Limit	Balance	Payment	To be Paid?
	\$	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
	\$	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
	\$	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
	\$	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No
	\$	\$	\$	<input type="checkbox"/> Yes <input type="checkbox"/> No

Prepared By: _____
Signature of Company Representative

Date: _____

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GreatAmerica Financial Svcs.
PO Box 660831
Dallas, TX 75266-0831

Remittance Section

Agreement Number: 015-1057216-000
 Invoice Number: 20694866
 Invoice Print Date: 05/22/2017
 Invoice Due Date: 06/15/2017
 Total Current Due: 110.02
Total Past Due: 0.00
Total Due: \$110.02



Return Service Requested

Check here for change of address (see reverse for details)

Use enclosed envelope and make check payable to:

3951007920 PRESORT 7920 1 MB 0.420 P1C35

ATTN: ACCOUNTS PAYABLE
 FAIRVIEW, TOWN OF
 7400 CONCORD HWY
 MONROE NC 28110-6927

GreatAmerica Financial Svcs.
 PO Box 660831
 Dallas, TX 75266-0831

0000151057216000000000020694866000000000110021

Keep lower portion for your records - Please return upper portion with your payment



GreatAmerica Financial Svcs.
 PO Box 660831
 Dallas, TX 75266-0831

Agreement Number: 015-1057216-000
 Invoice Number: 20694866
 Invoice Print Date: 05/22/2017
 Invoice Due Date: 06/15/2017
 Total Due: \$110.02

Important Messages

We appreciate your business!

We are glad you chose GreatAmerica Financial Services Corporation. Please remove the remittance portion of this invoice and include it with your payment.



Dishonored Checks, Drafts Or Orders Shall Be Subject To A Surcharge Of \$30

For questions about these charges, please call 866-803-2661 or visit www.AccountServicing.com. (Para Español, pida la extensión 2344.)

Agreement Number	Description	Due Date	Charge Description	Amount	Tax	Total
1 015-1057216-000	Samsung ProXpress C2670FW Copier System					
2		06/15/2017	Standard Payment	62.33	4.22	66.55
3		06/15/2017	Usage For Color Images	40.73	2.74	43.47
				Subtotal		110.02
				Total Due		\$110.02

Usage Report

Model Serial	Reference Location	Curr Date Curr Meter	Prev Date Prev Meter	Credits	Usage	Usage Pct
Color Images - 114796/3552979						
1	Samsung Copier Syste (015-1057216-000) ProXpress C2670FW 07ACBJEF800007A	05/12/2017 3,013	04/13/2017 2,494	(0)	519	100.00%
					<u>519</u>	
		Allowance	Excess Usage		Rate	Charge
		100	419		0.097200000	40.73
						<u><u>\$40.73</u></u>

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Festival Report

Park Report

05/24/2017

1



OPTIDIS

78

TOWN OF FAIRVIEW
TOWN OF FAIRVIEW
7400 CONCORD HIGHWAY
MONROE NC 28110

Reference: TOWN OF FAIRVIEW

Dear MR. ED HUMPHRIES,

Thank you for your interest in the **Government Lighting** Services offered by Duke Energy Carolinas, LLC. Our goal is to continue to build on the confidence our customers have come to know and expect. We have been providing quality lighting installations in the Carolinas since 1939 and will continue to illuminate the future for many years. We are delighted for your interest and look forward to serving you.

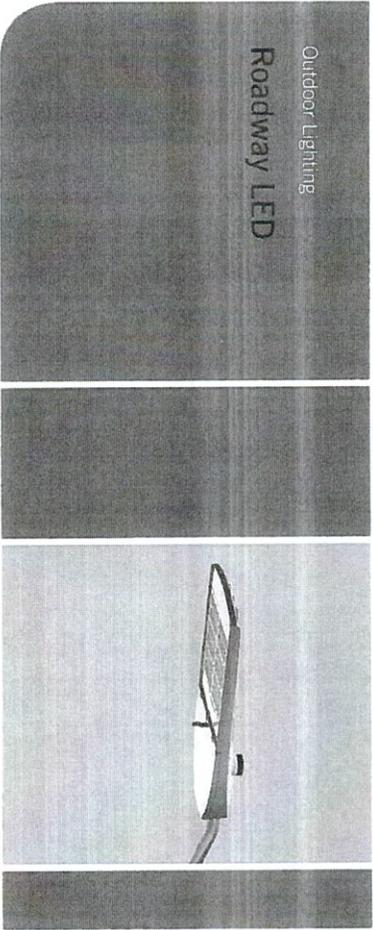
The estimated charge below includes the base lighting rate(s) plus decorative adder charges as applicable from Rate Schedule **Government Lighting - NC**. The estimated charge does not include additional fuel adjustment. It includes additional charges and taxes as applicable for lighting services provided on Rate schedule **Government Lighting - NC**. All additional charges will be determined in accordance with the rate schedule once a final layout or design is accepted.

Basic Luminaires Description	Existing Pole Units	New Pole w/OH Units	New Pole w/LGE Units
70W, 6500 Lumens, LED, Area	2	0	5
Estimated Monthly Charge \$118.16			

Please note the estimated charges above are for budgetary purposes only. After a final layout or design has been accepted a service agreement form with all charges determined will be provided. Once completed, the service agreement form authorizes Duke Energy Carolinas, LLC, to install the lighting services requested under the terms and conditions of the applicable rate schedule and service regulations. The minimum term of the service agreement form is 3 years. The service agreement will continue after the original term until terminated by either party on thirty days written notice. The customer may terminate a lighting service agreement prior to satisfying the minimum terms of the agreement by paying the sum of 40% of the remaining term of the initial agreement.

Sincerely,

Jeffrey Treadway



Outdoor Lighting
Roadway LED

Subject to variation from manufacturer. Contact us for region-specific details.

The Roadway LED is a green solution and great fit for streets, roads, long, narrow areas and parking lots. This energy-efficient luminaire delivers the light where it is needed while increasing visibility and reducing spill light to adjoining properties. Choose low to medium light output on wood or aluminum poles (or mount on existing poles). Available with one to four fixtures per pole, depending on the fixture/pole combination selected.

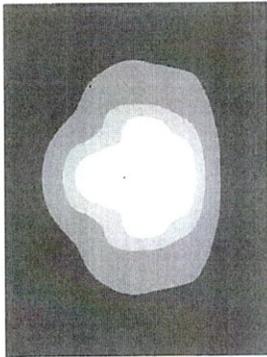
LED <i>(Light Emitting Diode)</i>	50 70 110 150 220 280 watts
Mounting heights	15', 20', 25', 30', 35'
Colors	Bronze Black Gray Green
Poles	Style A Wood

For additional information, visit us at duke-energy.com/OutdoorLighting or call us toll free at 866.759.6417



Outdoor Lighting
Roadway LED

Light source: LED (white)
Wattage: 50 70 110 150 220 280
Light pattern: IESNA Type III (oval)
IESNA cutoff classification: Full cutoff
Color temperature: 4,000K
Warmup and restrike time: Instant on (no warmup or restrike time)



light distribution pattern

Poles available:	Mounting height	Color
Aluminum	15', 20', 25', 30', 35'	Bronze Black Gray Green
Wood	25', 30', 35'	Standard

Features

- No installation cost
- Design services by lighting professionals included
- Maintenance included
- Electricity included
- Warranty included
- One low monthly cost on your electric bill
- Turnkey operation
- Backed by over 40 years of experience

Benefits

- Frees up capital for other projects
- Meets industry standards and lighting ordinances
- Eliminates high and unexpected repair bills
- Less expensive than metered service
- Worry-free
- Convenience and savings for you
- Provides hassle-free installation and service
- A name you can trust today ... and tomorrow

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LEGEND

UNDERGROUND CABLE

30/6 WOOD POLE

TOW LED STANDARD EXPOSED

LDD 2134 5394

5-24-2017

FOR QUESTIONS CALL

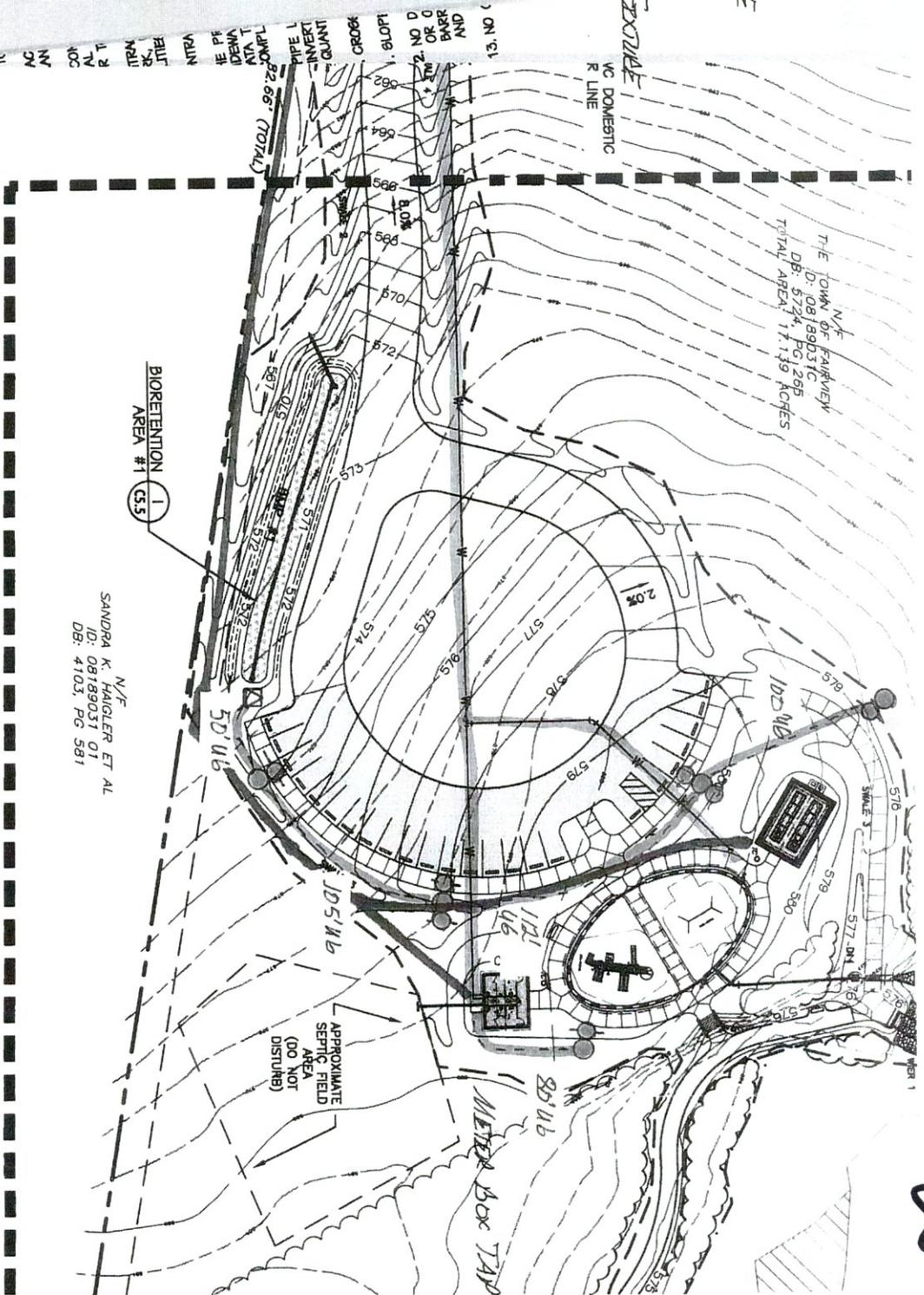
JEFF REARDON

704 582 8067

THE TOWN OF FAIRMEN
ID: 08189031C
DB: 5724, PG. 26B
TOTAL AREA: 17.139 ACRES

N/F
SANDRA K. HAIGLER ET AL
ID: 08189031 01
DB: 4103, PG. 581

IG AND DRAINAGE NOTES



06/08/2017

OPTION
#2



TOWN OF FAIRVIEW
TOWN OF FAIRVIEW
7400 CONCORD HWY
MONROE NC 28110

Reference: TOWN OF FAIRVIEW

Dear MR. ED HUMPHRIES,

Thank you for your interest in the **Government Lighting** Services offered by Duke Energy Carolinas, LLC. Our goal is to continue to build on the confidence our customers have come to know and expect. We have been providing quality lighting installations in the Carolinas since 1939 and will continue to illuminate the future for many years. We are delighted for your interest and look forward to serving you.

The estimated charge below includes the base lighting rate(s) plus decorative adder charges as applicable from Rate Schedule **Government Lighting - NC**. The estimated charge does not include additional fuel adjustment. It includes additional charges and taxes as applicable for lighting services provided on Rate schedule **Government Lighting - NC**. All additional charges will be determined in accordance with the rate schedule once a final layout or design is accepted.

Decorative Luminaires Description	Existing Pole Units	New Pole w/OH Units	New Pole w/UG Units
Black,Area-LED,A-AL,Direct Buried,Area,70W,6500,LED,25',Double	2	0	2
Black,Area-LED,A-AL,Direct Buried,Area,70W,6500,LED,25',Single	0	0	1
BLACK,Traditional-LED ,A-AL,Direct Buried,Area,50W.4500,LED,12',Single	0	0	2

Estimated Monthly Charge \$153.99

Please note the estimated charges above are for budgetary purposes only. After a final layout or design has been accepted a service agreement form with all charges determined will be provided. Once completed, the service agreement form authorizes Duke Energy Carolinas, LLC, to install the lighting services requested under the terms and conditions of the applicable rate schedule and service regulations. The minimum term of the service agreement form is **10 years**. The service agreement will continue after the original term until terminated by either party on thirty days written notice. The customer may terminate a lighting service agreement prior to satisfying the minimum terms of the agreement by paying the sum of 40% of the remaining term of the initial agreement.

Sincerely,


Jeffrey Treadway

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06/07/2017

OPTION #3



83

TOWN OF FAIRVIEW
TOWN OF FAIRVIEW
7400 CONCORD HWY
MONROE NC 28110

Reference: TOWN OF FAIRVIEW

Dear MR. ED HUMPHRIES,

Thank you for your interest in the **Government Lighting** Services offered by Duke Energy Carolinas, LLC. Our goal is to continue to build on the confidence our customers have come to know and expect. We have been providing quality lighting installations in the Carolinas since 1939 and will continue to illuminate the future for many years. We are delighted for your interest and look forward to serving you.

The estimated charge below includes the base lighting rate(s) plus decorative adder charges as applicable from Rate Schedule **Government Lighting - NC**. The estimated charge does not include additional fuel adjustment. It includes additional charges and taxes as applicable for lighting services provided on Rate schedule **Government Lighting - NC**. All additional charges will be determined in accordance with the rate schedule once a final layout or design is accepted.

Decorative Luminaires Description	Existing Pole Units	New Pole w/OH Units	New Pole w/LG Units
Black, Area-LED, A-AL, Direct Buried, Area, 70W, 6500, LED, 25', Double	2	0	2
Black, Area-LED, A-AL, Direct Buried, Area, 70W, 6500, LED, 25', Single	0	0	1
BLACK, Traditional-LED, A-AL, Direct Buried, Area, 50W, 4500, LED, 12', Single	0	0	2
Estimated Monthly Charge \$62.11			

One Time Payment if applicable \$14,224.72

Please note the estimated charges above are for budgetary purposes only. After a final layout or design has been accepted a service agreement form with all charges determined will be provided. Once completed, the service agreement form authorizes Duke Energy Carolinas, LLC, to install the lighting services requested under the terms and conditions of the applicable rate schedule and service regulations. The minimum term of the service agreement form is **3 years**. The service agreement will continue after the original term until terminated by either party on thirty days written notice. The customer may terminate a lighting service agreement prior to satisfying the minimum terms of the agreement by paying the sum of 40% of the remaining term of the initial agreement.

Sincerely,

Jeffrey Treadway

LD 2134 5394

6-7-8617

FOR QUESTIONS CALL

JEFF TRADY

704 582 8267

LEEWAY

INSTALL

UNDERGROUND CABLE

7 SOWLED BY TRADY

BY A 12' MOUNTING HEIGHT

BY STYLE A-AL POLE

7BID LED BY NEW SKYWARD FIXTURE

BY A 25' MOUNTING HEIGHT

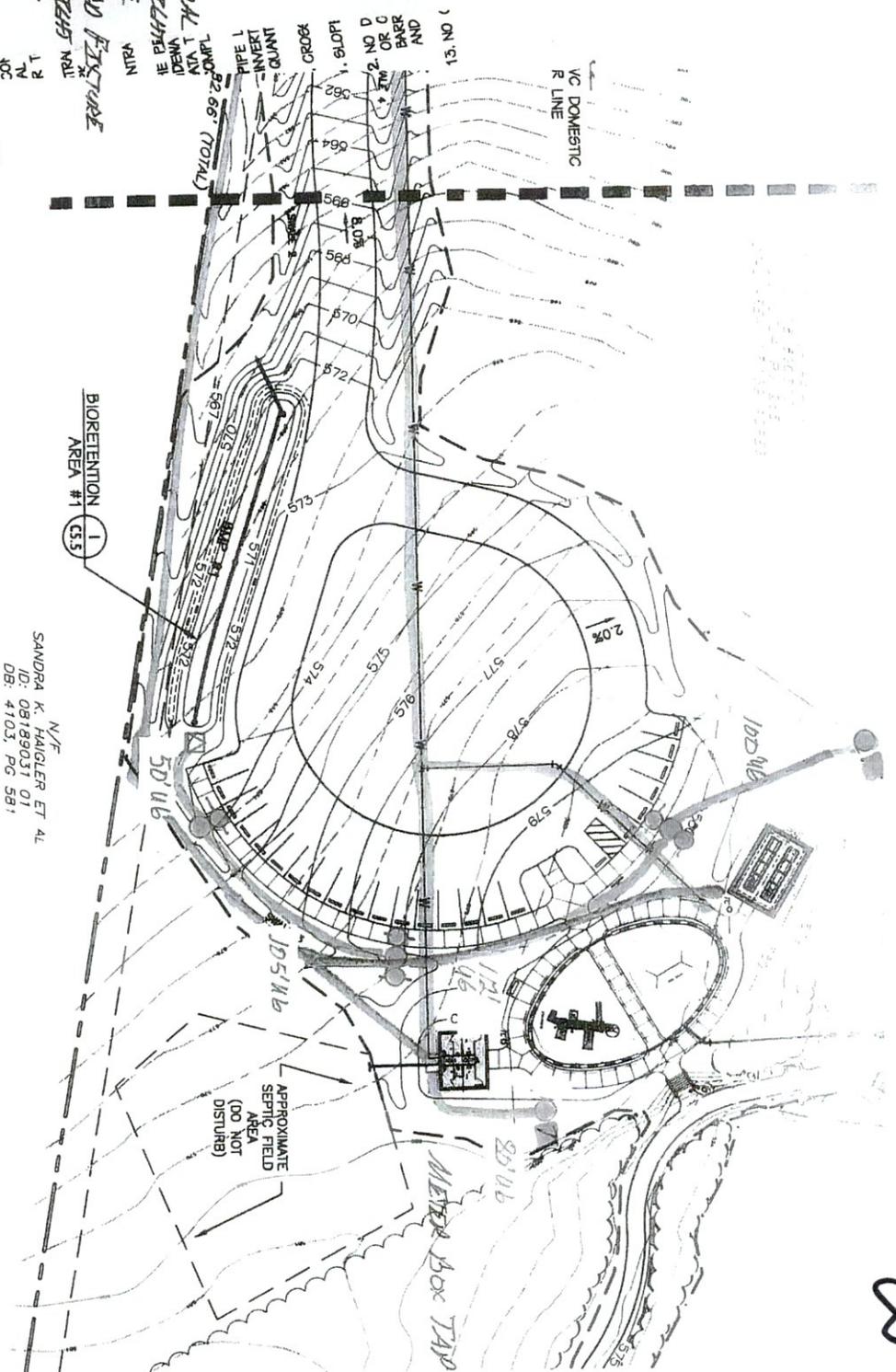
BY STYLE A-AL POLE

7DID LED BY NEW DOUBLE STANDARD FIXTURE

BY A 25' MOUNTING HEIGHT

BY STYLE A-AL POLE

IG AND DRAINAGE NOTES



N/E
 SANDRA K. HAIGLER ET AL
 ID: 08189031 01
 DB: 4103, PG 581

Conder Flag Company
 4705 Dwight Evans Road
 Charlotte, NC 28217

Quote

Phone #: (704) 529-1976
 Fax #: (704) 529-5237

Customer No.: 7047534800
 Quote No.: 32676

Quote To: **GARY WILFONG**
 1304 LAWYERS RD. W
 INDIAN TRAIL, NC 28079

Ship To: **ADDRESS IN UNION COUNTY**
 INDIAN TRAIL, NC 28079

Date		Ship Via		F.O.B.		Terms	
05/24/17		INSTALLED		Origin		Prepaid	
Purchase Order Number			Sales Person			Required	
			Barry Austin			05/24/17	
Quantity		Item Number	Description	Unit Price	Amount		
Required	Shipped					B.O.	
1		P2030	30' X 5" X .125, PARAMOUNT EXTERNAL HALYARD, SATIN FINISH, GOLD BALL.	845.00	845.00		
2		P2025	25' X 5" X .125, PARAMOUNT EXTERNAL HALYARD, SATIN FINISH, GOLD BALL.	795.00	1590.00		
1		US2082	8X12' US PATRIOT NYLON, ROPED	144.90	144.90		
1		143980	5X8' NORTH CAROLINA, NYLON, H&G	60.90	60.90		
1		205	DIGITALLY PRINTED FLAG 5' X 8' SINGLE/REVERSE CUSTOM LOGO FLAG, H&G	199.00	199.00		
1		100NC	LABOR TO INSTALL IN NC INSTALL IN DIRT/GRASS AREA IN UNION COUNTY, NC	2150.00	2150.00		
			SHOULD YOU PREFER TO INSTALL THERE WOULD BE A \$150 DELIVERY CHARGE.				
				Quote subtotal	4989.80		
				Discount	-498.98		
				Sales tax @ 4.75000%	213.31		
				Sales tax @ 2.00000%	89.82		
				Quote total	4793.95		

All underground utilities and obstructions must be clearly marked prior to installation. Conder Flag is not responsible for underground utilities.

If structural calculations stamped by a NC Engineer are required, there will be a \$600.00 charge per flagpole height. If additional foundation work is required based on structural calculations, additional charges will apply.

This Quote is valid for 30 days. If you have any questions please call.

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TOWN OF FAIRVIEW

Nomination for appointment to:
(check one)

- Planning Board Park & Rec Advisory Committee
 Festival Committee Social Media Committee

Name: Tom Eure Date: 5-17-17

Home Address: 7606 Surry Ln. Indian Trail, NC 28079

Work Address: Same

Home Phone: 704-291-0833 Work Phone: _____

Email Address: tom.eure@earthlink.net

Please list any government or non-profit board, committee or commission on which you currently serve: _____

Please list any particular experience or education which you feel qualifies you for the position: B.A. from A.S.U. in Environmental Planning and Policies

Faithful attendance at board meetings is a requirement. Would you be able to commit to this requirement? Yes

Board, Committee or Commission appointments require that the individual be a current Town of Fairview resident.

I have been a resident of the Town of Fairview for 14 years.

Please return this form to:

Town Clerk
Town of Fairview
7400 Concord Highway
Monroe NC 28110-6927

Tom Eure
Signature of Applicant

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