

Agenda

Town of Fairview



Agenda Town Council Meeting **February 14, 2023** 6:30 pm

Meeting will be in the Fairview Town Hall Meeting Room

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) Fund Balance Worksheet 2022-2023 --- *Report Accepted as Information*
- d) Fairview Park Event January Draft Minutes (*Minutes Accepted as Information*)
- e) Fairview Park Facility January Draft Minutes (*Minutes Accepted as Information*)
- f) Planning Board January Draft Minutes (*No January Meeting*)
- g) Approve Council Minutes for January 10, 2023

Agenda

4. Items of Business:

Item 1: Approve NCLM Conference in April

NC League of Municipalities April Conference in Concord --- *Mayor Thomas*

Item 2: Discuss Code Enforcement Position

Code Enforcement position on an "As Needed" basis --- *Ed Humphries*

Item 3: Discuss/Approve Lighting Around Park Pond

Duke Power contract for lighting around the pond at the park --- *Gary Wilfong*

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 January 31, 2023

	Jan 31, 23
ASSETS	
Current Assets	
Checking/Savings	
First National Bank	843,052.89
Total Checking/Savings	843,052.89
Other Current Assets	
Franchise Tax Receivable	29,458.38
Investments	
Investments NCCMT	1,078.94
Total Investments	1,078.94
Prepaid assets	3,302.00
Sales Tax Receivable	8,289.82
Taxes receivable	1,375.23
Taxes receivable - ad valorem	-663.35
Taxes receivable - motor veh	1,156.98
Total Other Current Assets	43,998.00
Total Current Assets	887,050.89
Fixed Assets	
Accumulated Depreciation	-509,525.10
Building and Improvements	1,332,303.56
Computer Equipment	10,073.66
Construction in Progress	8,123.05
Furniture and Equipment	1,698.00
Land	734,289.94
Land improvements	17,545.00
Leasehold improvements	27,486.25
Park equipment	152,883.99
Rental House	137,436.59
Total Fixed Assets	1,912,314.94
TOTAL ASSETS	2,799,365.83
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	9,785.58
Total Accounts Payable	9,785.58
Other Current Liabilities	
Accrued payroll	4,592.83
Deferred revenue - ad valorem	1,375.23
Payroll Liabilities	57.20
Prepaid taxes	41.29
Security deposit - rental house	1,450.00
Total Other Current Liabilities	7,516.55
Total Current Liabilities	17,302.13
Long Term Liabilities	
Note payable on park land	440,000.00
Total Long Term Liabilities	440,000.00
Total Liabilities	457,302.13
Equity	
Amount to be provided for LTD	-440,000.00

3:12 PM

02/06/23

Accrual Basis

Town of Fairview
Balance Sheet
As of January 31, 2023

	<u>Jan 31, 23</u>
Equity	
Fixed assets	1,912,314.94
Total Fund Balance	<u>1,207,568.00</u>
 Total Equity	 3,119,882.94
Retained Earnings	-462,174.70
Net Income	124,355.46
 Total Equity	 <u>2,342,063.70</u>
 TOTAL LIABILITIES & EQUITY	 <u><u>2,799,365.83</u></u>

Town of Fairview
 Operating Actual vs Budget
 Year ended 06/30/23

Ordinary Income/Expense	<u>Operating</u>	Budget	Actual Fav to Budget
Income			
Ad Valorem taxes	89,221.29	109,000.00	-19,778.71
Alcoholic beverage		16,000.00	-16,000.00
Donation			0.00
Donation - vendors	945.00		945.00
Farm Land rental	4,693.00	2,000.00	2,693.00
Fund balance appropriated		-116,080.00	116,080.00
Interest on delinquent taxes	235.94		235.94
Investment income	1,860.86		1,860.86
Miscellaneous income			0.00
Motor vehicle taxes	7,519.59	12,000.00	-4,480.41
Park rental income	800.00	2,000.00	-1,200.00
Proceeds from roof ins claim	38,249.22		
Rental house income	8,845.00	15,000.00	-6,155.00
Sales and use tax	31,772.47	41,000.00	-9,227.53
Transfer from ARP fund	57,968.34	119,000.00	-61,031.66
Utility Franchise taxes	64,620.82	130,000.00	-65,379.18
Zoning fees	10,900.00	12,000.00	-1,100.00
Total Income	<u>317,631.53</u>	341,920.00	-24,288.47
Expense			
Advertising and Promotion	303.48	1,000.00	696.52
Audit fees	9,600.00	9,200.00	-400.00
Bank Service Charges	293.01	500.00	206.99
Capital outlay - Park		0.00	0.00
Capital outlay - Roof replacement	27,750.00		
Capital Outlay - Town Hall		0.00	0.00
Debt repayment	58,720.00	58,720.00	0.00
Dues and Subscriptions	5,550.00	6,200.00	650.00
Elections expense		0.00	0.00
Festival expense	10,669.87	22,000.00	11,330.13
Fire Dept Grant		0.00	0.00
Grants	2,000.00	2,000.00	0.00
Insurance Expense	5,268.91	6,700.00	1,431.09
Internet and website	4,023.29	11,000.00	6,976.71
Legal fees	3,271.43	12,000.00	8,728.57
Miscellaneous Expense	26.00	1,000.00	974.00
Office expense	15,143.81	21,000.00	5,856.19
Office utilities	1,899.55	4,800.00	2,900.45
Park Maintenance	19,702.72	38,000.00	18,297.28
Park Utilities	1,373.66	2,400.00	1,026.34

6

Town of Fairview
 Operating Actual vs Budget
 Year ended 06/30/23

	<u>Operating</u>	<u>Budget</u>	<u>to Budget</u>
Payroll Expenses	71,998.43	56,659.00	-15,339.43
Payroll Taxes	67.43	9,100.00	9,032.57
Planning and zoning	0.00	51,133.00	51,133.00
Professional Fees		3,000.00	3,000.00
Rental house repairs, etc	308.74	2,000.00	1,691.26
Salaries - Park		11,208.00	11,208.00
Solid Waste Manage cost share		8,000.00	8,000.00
Tax collection fees	1,363.76	2,200.00	836.24
Telephone Expense	650.84	1,200.00	549.16
Training expense	170.00	500.00	330.00
Travel Expense		400.00	400.00
Total Expense	<u>240,154.93</u>	<u>341,920.00</u>	101,765.07
Net Ordinary Income	<u>77,476.60</u>	0.00	77,476.60
Net Income	<u><u>77,476.60</u></u>		

7

3:14 PM

02/06/23

Accrual Basis

Town of Fairview
Transactions by Account
 As of January 31, 2023

Type	Date	Num	Adj	Name	Memo	Debit	Credit	Balance
First National Bank								
Check	01/10/2023		Draft	Duke Energy			314.76	852,216.14
Check	01/10/2023		Draft	Duke Energy			120.32	851,901.38
Paycheck	01/10/2023	103979		Darrell H. Baucom			937.99	850,843.07
Paycheck	01/10/2023	103986		Spencer L Thomas			770.75	850,072.32
Paycheck	01/10/2023	103987		Teresa Gregorius			869.33	849,202.99
Paycheck	01/10/2023	103980		Edward D Humphries			2,599.14	846,603.85
Paycheck	01/10/2023	103982		Jerry C. Clontz			1,000.06	845,603.79
Paycheck	01/10/2023	103981		Gary H Wilfong			161.61	845,442.18
Paycheck	01/10/2023	103983		John A Biggers, Jr.			138.52	845,303.66
Paycheck	01/10/2023	103984		Patricia H. Kindley			138.52	845,165.14
Paycheck	01/10/2023	103985		Phillip C Thomas			184.70	844,980.44
Liability Check	01/10/2023		To Print	IRS	55-0789092		2,484.70	842,495.74
Liability Check	01/10/2023		To Print	NC Dept of Revenue	600391020		253.00	842,242.74
Bill Pmt -Check	01/10/2023	103989		Alfred Benesch & Company	Master Plan update		2,608.75	839,633.99
Bill Pmt -Check	01/10/2023	103990		FNB Commercial Credit C...	Credit card payment		2,751.04	836,882.95
Bill Pmt -Check	01/10/2023	103991		Perry Laney Septic Tank	Pumping septic tank		300.00	836,582.95
Bill Pmt -Check	01/10/2023	103992		Union County Public Works	Office water		287.80	836,295.15
Check	01/10/2023	103993		Justin Brock	Festival labor		180.00	836,115.15
Check	01/10/2023	103994		Marvin Tarlton	Festival labor		60.00	836,055.15
Check	01/10/2023	103995		Union County Antique Tra...	Festival labor		150.00	835,905.15
Check	01/10/2023	103996		Spencer L Thomas	Reimbursement for Festiv...		50.00	835,855.15
Check	01/10/2023	103997		Ronald Thomas	Reimbursement for Festiv...		330.86	835,524.29
Deposit	01/11/2023				Deposit	100.00		835,624.29
Deposit	01/12/2023				Deposit	125.00		835,749.29
Deposit	01/12/2023				Deposit	1,305.00		837,054.29
Bill Pmt -Check	01/13/2023	103998		CompuNetworkd	Monthly host and email s...		360.53	836,693.76
Deposit	01/13/2023				Deposit	125.00		836,818.76
Deposit	01/15/2023				Deposit	992.23		837,810.99
Deposit	01/15/2023				Deposit	4,550.24		842,361.23
Check	01/19/2023		Draft	Verizon Wireless	Ed's cell phone		93.02	842,268.21
Deposit	01/20/2023				Deposit	500.00		842,768.21
Check	01/25/2023		Draft	Great American Financial ...	Copier		168.51	842,599.70
Check	01/31/2023				Service Charge		39.00	842,560.70
Deposit	01/31/2023				Interest	492.19		843,052.89
Total First National Bank						8,189.66	17,352.91	843,052.89
TOTAL						8,189.66	17,352.91	843,052.89



Town of Fairview Transaction Detail By Account

July 2022 through June 2023

Type	Date	Num	Adj	Name	Memo	Debit	Credit	Balance
Festival expense								
Bill	08/04/2022	08042...		Magic Barry Entertai...	Magic show for Fall Festival	150.00		150.00
Check	08/09/2022	103823		FNB Commercial Cr...	Credit card payment	21.60		171.60
Check	09/13/2022	103847		FNB Commercial Cr...	payment on credit card	773.03		944.63
Bill	10/02/2022	4760		FNB Commercial Cr...	Credit card payment	589.84		1,534.47
Bill	11/01/2022	4760		FNB Commercial Cr...	Signs	34.16		1,568.63
Bill	12/01/2022	4786		FNB Commercial Cr...	Credit card charges for N...	1,829.15		3,397.78
Bill	12/02/2022	12022...		John Biggers_	Reimburse festival expen...	788.86		4,186.64
Bill	12/09/2022	12092...		Allison Plyler	Reimburse festival expen...	544.88		4,731.52
Check	12/13/2022	103947		Ronald Thomas	Reimburse festival expen...	108.39		4,839.91
Check	12/13/2022	103948		Spencer L Thomas	Reimburse Christmas tre...	350.00		5,189.91
Bill	12/21/2022	12212...		Jeff Campagna	Festival functions	350.00		5,539.91
Bill	12/21/2022	12212...		Todd Donaldson	Festival functions	120.00		5,659.91
Bill	12/21/2022	12212...		Justin Brock	Festival functions	20.00		5,679.91
Bill	12/21/2022	12212...		Mike Medlin	Festival functions	120.00		5,799.91
Bill	12/21/2022	12212...		Michael Thomas	Festival functions	240.00		6,039.91
Bill	12/21/2022	12212...		Carlton Brock	Festival functions	140.00		6,179.91
Bill	12/21/2022	12212...		Wesley Gordon	Festival functions	180.00		6,359.91
Bill	12/21/2022	12212...		Donald Thomas	Festival functions	490.00		6,849.91
Bill	12/21/2022	12212...		Ronald Thomas	Festival functions	980.00		7,829.91
Bill	12/21/2022	12212...		Samuel Harting	Festival functions	170.00		7,999.91
Bill	12/21/2022	12212...		Allison Plyler	Festival functions	400.00		8,399.91
Bill	12/21/2022	12212...		Garrett Cox	Festival functions	590.00		8,989.91
Bill	01/09/2023	4760		FNB Commercial Cr...	Credit card payment	909.10		9,899.01
Check	01/10/2023	103993		Justin Brock	Festival labor	180.00		10,079.01
Check	01/10/2023	103994		Marvin Tarlton	Festival labor	60.00		10,139.01
Check	01/10/2023	103995		Union County Antiq...	Festival labor	150.00		10,289.01
Check	01/10/2023	103996		Spencer L Thomas	Reimbursement for Festiv...	50.00		10,339.01
Check	01/10/2023	103997		Ronald Thomas	Reimbursement for Festiv...	330.86		10,669.87
Total Festival expense						10,669.87	0.00	10,669.87
TOTAL						10,669.87	0.00	10,669.87

Town of Fairview
Transaction Detail By Account
 July 2022 through June 2023

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Park Maintenance							
Bill	07/13/2022	3377	Medlin Electric Comp...	Service call for Park	220.00		220.00
Bill	08/02/2022	1555	Taylor's Landscaping...	Landscaping for July 2022	1,337.50		1,557.50
Bill	08/02/2022	1555	Taylor's Landscaping...	Additional areas	430.00		1,987.50
Check	08/09/2022	103823	FNB Commercial Cre...	Credit card payment	1,898.72		3,886.22
Bill	08/11/2022	08112022	Bill Riffle	Park expenses	83.72		3,969.94
Bill	09/06/2022	1558	Taylor's Landscaping...	Landscaping	1,337.50		5,307.44
Bill	09/06/2022	1558	Taylor's Landscaping...	Additional areas and ditch	1,025.00		6,332.44
Check	09/13/2022	103847	FNB Commercial Cre...	payment on credit card	771.35		7,103.79
Check	09/13/2022	103848	Jerry C. Clontz	Park supplies	164.17		7,267.96
Bill	10/06/2022	1562	Taylor's Landscaping...	Landscape services	1,337.50		8,605.46
Bill	10/06/2022	1562	Taylor's Landscaping...	Additional areas to mow	900.00		9,505.46
Check	10/11/2022	103882	Jerry C. Clontz	Reimburse for park supplies	206.39		9,711.85
Bill	11/01/2022	1567	Taylor's Landscaping...	Lawn maintenance	1,337.50		11,049.35
Bill	11/01/2022	1567	Taylor's Landscaping...	Lawn maintenance	630.00		11,679.35
Check	11/08/2022	103912	Bill Riffle	Installing camera	250.00		11,929.35
Bill	11/30/2022	1570	Taylor's Landscaping...	Monthly maintenance	1,337.50		13,266.85
Bill	11/30/2022	1570	Taylor's Landscaping...	Other requested services	1,380.00		14,646.85
Bill	12/01/2022	4786	FNB Commercial Cre...	Conder Flag	340.29		14,987.14
Check	12/13/2022	103944	Mike Medlin	Reimburse fuel for park mowing	100.00		15,087.14
Check	12/13/2022	103945	Leon Whitley	Reimburse fuel for park mowing	100.00		15,187.14
Check	12/13/2022	103949	Jerry C. Clontz	Blower, etc for Park	580.58		15,767.72
Bill	01/03/2023	1577	Taylor's Landscaping...	Lawn maintenance	1,337.50		17,105.22
Bill	01/03/2023	1577	Taylor's Landscaping...	Additional areas to maintain	630.00		17,735.22
Bill	02/02/2023	1580	Taylor's Landscaping...	Landscape maintenance	1,337.50		19,072.72
Bill	02/02/2023	1580	Taylor's Landscaping...	Additional areas	630.00		19,702.72
Total Park Maintenance					19,702.72	0.00	19,702.72
TOTAL					19,702.72	0.00	19,702.72

Town of Fairview Transaction Detail By Account July 2022 through June 2023

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Office expense							
Bill	07/12/2022	07122022	Darrell H. Baucom_	Software reimbursement	60.00		60.00
Check	07/12/2022	103797	Teresa Clontz	Cleaning 07/11/22	200.00		260.00
Bill	07/12/2022	132308	RCS. Inc.	Septic pumping for 07/12/22	250.00		510.00
Bill	07/18/2022	0125870-47...	Waste Management	Garbage service	215.26		725.26
Bill	07/26/2022	132349	RCS. Inc.	Septic pumping 300 gallons	250.00		975.26
Bill	08/02/2022	1555	Taylor's Landscaping Servic...	Landscaping for July 2022	140.00		1,115.26
Bill	08/05/2022	08052022	Darrell H. Baucom_	Software reimbursement	60.00		1,175.26
Check	08/09/2022	103823	FNB Commercial Credit Card	Credit card payment	345.20		1,520.46
Check	08/09/2022	103825	Teresa Clontz	Cleaning	200.00		1,720.46
Bill	08/11/2022	08112022	Bill Riffle	Weedeating ditch at Town hall	250.00		1,970.46
Check	08/16/2022	103821	RCS. Inc.	pumping septic tank	250.00		2,220.46
Bill	08/16/2022	1017805	Killingsworth Environmental	Pest control	150.94		2,371.40
Bill	08/16/2022	0128505-47...	Waste Management	Dumpster service	210.26		2,581.66
Bill	08/23/2022	132448	RCS. Inc.	Septic tank pumping	250.00		2,831.66
Check	08/25/2022	Draft	Great American Financial Se...	Copier lease	159.96		2,991.62
Check	08/31/2022	Draft	Great American Financial Se...	Copier charges	165.51		3,157.13
Bill	09/02/2022	09022022	Darrell H. Baucom_	software reimbursement	60.00		3,217.13
Bill	09/06/2022	1558	Taylor's Landscaping Servic...	Landscaping	140.00		3,357.13
Bill	09/13/2022	09132022	Teresa Clontz	Cleaning	200.00		3,557.13
Check	09/13/2022	103847	FNB Commercial Credit Card	payment on credit card	136.32		3,693.45
Bill	09/14/2022	13253	RCS. Inc.	Septic pumping	250.00		3,943.45
Bill	09/16/2022	0131135-47...	Waste Management	Garbage service	211.56		4,155.01
Bill	09/27/2022	132573	RCS. Inc.	Septic pumping	250.00		4,405.01
Bill	09/30/2022	09302022	Darrell H. Baucom_	Software reimbursement	60.00		4,465.01
Bill	10/02/2022	4760	FNB Commercial Credit Card	Credit card payment	266.62		4,731.63
Bill	10/06/2022	1562	Taylor's Landscaping Servic...	Round-about	140.00		4,871.63
Bill	10/10/2022	10102022	Teresa Clontz	Cleaning	200.00		5,071.63
Bill	10/17/2022	0133797-47...	WM Corporate Services	November charge	211.56		5,283.19
Bill	10/18/2022	1083216	Killingsworth Environmental	Pest control	150.94		5,434.13
Check	10/25/2022	Draft	Great American Financial Se...	Copier lease	159.96		5,594.09
Bill	10/27/2022	132649	RCS. Inc.	Pump septic tank	250.00		5,844.09
Bill	11/01/2022	11022022	Darrell H. Baucom_	Reimbursement	60.00		5,904.09
Bill	11/01/2022	1567	Taylor's Landscaping Servic...	Lawn maintenance	140.00		6,044.09
Bill	11/01/2022	4760	FNB Commercial Credit Card	Payment on credit card	932.41		6,976.50
Bill	11/08/2022	11082022	Teresa Clontz	Cleaning	200.00		7,176.50
Bill	11/11/2022	11112022	Perry Laney Septic Tank		300.00		7,476.50
Bill	11/16/2022	0136410-47...	WM Corporate Services	Garbage service	211.56		7,688.06
Check	11/25/2022	Draft	Great American Financial Se...	Copier	205.74		7,893.80
Bill	11/28/2022	11282022	Perry Laney Septic Tank	Septic tank pumping	300.00		8,193.80
Bill	11/30/2022	1570	Taylor's Landscaping Servic...	Monthly maintenance	190.00		8,383.80
Bill	12/01/2022	4786	FNB Commercial Credit Card	Credit card charges for November	875.08		9,258.88
Bill	12/04/2022	12042022	Patricia Kindley_	Holiday Lights contest	52.38		9,311.26
Bill	12/05/2022	12052022	Teresa Clontz	Cleaning	200.00		9,511.26
Bill	12/06/2022	1145040	Killingsworth Environmental	Pest control	150.94		9,662.20
Bill	12/09/2022	12092022	Darrell H. Baucom_	Software reimbursement	60.00		9,722.20
Check	12/13/2022	103946	Perry Laney Septic Tank	Pump septic tank 12/08	300.00		10,022.20
Check	12/15/2022	Draft	Great American Financial Se...		166.00		10,188.20
Bill	12/16/2022	0139000-47...	WM Corporate Services	Garbage removal for December	211.56		10,399.76
Bill	12/23/2022	12232022	Perry Laney Septic Tank	Pump septic tank	300.00		10,699.76
Check	01/02/2023	Draft	Great American Financial Se...	Copier	0.00		10,699.76
Bill	01/03/2023	01032023	Darrell H. Baucom_	Software reimbursement	60.00		10,759.76
Bill	01/03/2023	1577	Taylor's Landscaping Servic...	Lawn maintenance	140.00		10,899.76
Bill	01/09/2023		Perry Laney Septic Tank	Pumping septic tank	300.00		11,199.76
Bill	01/09/2023	4760	FNB Commercial Credit Card	Credit card payment	1,841.94		13,041.70
Bill	01/10/2023	01102023	Teresa Clontz	Office cleaning	200.00		13,241.70
Bill	01/17/2023	0141549-47...	WM Corporate Services	Waste management services	211.56		13,453.26
Bill	01/21/2023	01212023	Perry Laney Septic Tank	Pump septic tank	300.00		13,753.26
Check	01/25/2023	Draft	Great American Financial Se...	Copier	168.51		13,921.77
Bill	01/27/2023	01272023	Patricia Kindley_	Reimburse Lakeshore Learning ...	35.35		13,957.12
Bill	01/31/2023	01312023	Darrell H. Baucom_	Reimbursement for software co...	976.69		14,933.81
Bill	02/02/2023	1580	Taylor's Landscaping Servic...	Landscape maintenance	210.00		15,143.81
Total Office expense					15,143.81	0.00	15,143.81
TOTAL					15,143.81	0.00	15,143.81

11

JANUARY 2023 PERMITS

Date	CK#	Permit #	Type	Fee \$	Name	Address	Parcel #
1/5/2023	16845	MS 23 101	MS	\$275	David Griffin	Brief Road	08114010c
1/10/2023	19342	MS 23102	MS	\$200	Lawrence--Morales	Garrett Road	8285037
1/10/2023	CC	Comp 23103	Comp	\$100	Brandon Phylar	523 Hopewell Church Road	08183002C
1/10/2023	1648	H 23 104	Home	\$125	Schoopmaker	Carriker Williams Rd	08177015G
1/11/2023	CC	Comp 22105	Non Res	\$100	RoundTree Nursery	7901 Concord Highway	08186004&5
1/11/2023	N/A	NR 23 106	Fire Dept	N/A	Fairview Fire	7520 Concord Highway	8189011
1/11/2023	CC	H 23 107	Home	\$125	Medina	1026 Heath Helms Road #5	08087001T
1/19/2023	**	H 23 108	Home		Medina	1022 Heath Helms Road # 4	08087001R
1/19/2023	**	H 23 109	Home		Medina	1030 Heath Helms Road # 6	08087001N
1/19/2023	**	H 23 110	Home		Medina	1034 Heath Helms Road # 7	08087001V
1/19/2023	CC	H 23 111	Home	\$500	Medina	1038 Heath Helms Road # 8	08087001W
1/31/232	CC	A-23 112	Solar Panels	\$100	Top Tier Solor	9817 Thornridge Dr	8213099
1/31/2023	1226	MS -23 113	Minor	\$100	Barnhardt	Clontz Road	8219004
1/23/2023	CC	A-23 114	Elec ser	\$100	Scotty Clontz	9326 Concord Highway	08180002F
Totals			14	\$1,600			

12

FUND BALANCE WORKSHEET 2022/2023

Beginning Spendable Fund Balance (as of 6/30/2022)	\$743,094
Less Restricted Funds from State	\$300,000
POLICY - Reserve in Spendable Fund Balance	<u>\$200,000</u>
Spendable Fund Balance (as of 6/30/2022)	\$243,094

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
New Spendable Fund Balance				

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
New Spendable Fund Balance				

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
New Spendable Fund Balance				

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
New Spendable Fund Balance				

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
New Spendable Fund Balance				

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
New Spendable Fund Balance				

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
New Spendable Fund Balance				

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
New Spendable Fund Balance				

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
New Spendable Fund Balance				

13



**Town of Fairview
Fairview Park Event Committee Meeting
January 5, 2023**

The following Fairview Park Event Committee members were present: Lisa Thomas, Gayle Brock, Theresa Donaldson, Morgan Ellison, Mike Medlin, Traci Price-Ferguson, Pam Mower, and Spencer Thomas

Others present: Teresa Gregorius, Town Clerk, Mayor Phil Thomas, Councilman John Biggers, Councilwoman Patricia Kindley

Public Comments

Brian Minor, The Gathering Church, spoke about the church's positive experience at the Winter Festival.

Mayor Thomas thanked the Park Event Committee for all of their work doing the events at the park.

Items of Business

A. Review 2022 Winter Festival

Chairman Thomas opened the discussion by thanking the mayor and council for attending the meeting. She reviewed several items that will need to be addressed in the near future if the town would like to continue sponsoring events at the park:

- Additional parking
- Separate entrance and exit during events (possibly driveway at rental house)
- Electrical issues
- Additional security
- Additional workers
- Online payment system

Mayor Thomas stated that the Park Facility Committee should get at least 3 cost estimates for electrical work. Also, the Facility Committee should discuss parking options/costs and bring all estimates to the Council.

B. Discuss 2023 events

The Committee set April 1st from 10:00 AM till 12:00 for the Easter Egg Hunt.

C. Minutes

Gayle Brock made a motion to approve the November 3, 2022, minutes. Theresa Donaldson seconded the motion. Committee members Thomas, Brock, Theresa Donaldson, Ellison, Medlin, Price-Ferguson. Mower and S. Thomas voted yes (8-0).

Chairman Thomas adjourned the meeting.

Respectfully submitted,

Teresa Gregorius
Town Clerk

Lisa Thomas
Chairman

Approved this 2nd day of February 2023



**Town of Fairview
Fairview Park Facility Committee Meeting
January 12, 2023**

The following Fairview Park Facility Committee members were present: Penny Love, Mike Medlin, Bill Riffle and Leon Whitley

Others present: Teresa Gregorius, Town Clerk

Public Comments

None

Items of Business

A. Discuss Park Additions

Chairman Medlin reported that the Council has asked the Facility Committee to get estimates for the following items:

- Overflow Parking: What can/should be done to the additional parking areas used at the park during events. The Committee discussed possibly rocking the area. Committee members will call various companies to get estimates.
- Additional Park Entrance/Exit: A possible second driveway to be used as an exit during events at the park. The Committee discussed and suggested that the farm driveway between the rental house and the current park driveway would be the best choice. Committee members will call various companies to get estimates for rocking driveway and concreting the entrance of the driveway.
- Discuss Electrical Service: Lighting and electrical outlets around the pond. Ed Humphries will contact Duke Power and get an estimate.

B. Tree Removal

Chairman Medlin reported that there were several trees/limbs that need to be removed. Will check into getting estimates.

C. Minutes

Leon Whitley made a motion to approve the November 10, 2022 minutes. Bill Riffle seconded the motion. Committee members Love, Medlin, Riffle and Whitley voted yes (4-0).

Chairman Medlin adjourned the meeting.

Respectfully submitted,

Teresa Gregorius
Town Clerk

Mike Medlin
Chairman

Approved this _____ day of _____ 2023

DRAFT



**Town of Fairview
Regular Town Council Meeting
January 10, 2023**

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

Others present: Darrell Baucom, Financial Officer; Ed Humphries, Land Use Administrator/Deputy Clerk; Teresa Gregorius, Town Clerk and Spencer Thomas, Administrative Assistant

Agenda Changes/Approval

No Changes

John Biggers made a motion to approve the agenda. Patricia Kindley seconded the motion. Council members Biggers, Clontz, Kindley and Wilfong voted yes (4-0).

Public Comments

None

Presentation

Bill Riffle presented the new projection system for the meeting room to the Council and projected several minutes of the December 2022 YouTube Council meeting for them to view.

Consent Agenda

- a) Financial and Tax Reports
- b) Land Use Report---*Report Accepted as Information*
- c) Fund Balance Worksheet 2022-2023 --- *Report Accepted as Information*
- d) Fairview Park Event December Draft Minutes (*No December Meeting*)
- e) Fairview Park Facility December Draft Minutes (*No December Meeting*)
- f) Planning Board December Draft Minutes (*No December Meeting*)
- g) Approve Council Minutes for December 8, 2022

- h) Approve/Renew order granting Temporary Permit # TP 14-037 for six months (new permit will expire July 2023) in the name of Gregory Morgan- 6508 Morgan's Cove Road, Monroe, NC 28110. The permit would allow Morgan to add a manufactured home to his property (Parcel #08192012) for the purpose of caring for a relative—under Section 179 of the Fairview Land use Ordinance.
- i) Approve February 25, 2023 Retreat Meeting from 8:00 AM – 12:00.

Gary Wilfong made a motion to approve the consent agenda. Patricia Kindley seconded the motion. Council members Biggers, Clontz, Kindley and Wilfong voted yes (4-0).

Items of Business

Item 1: Designate a Voting Delegate for 2023 Legislative Session

Mayor Thomas reported that NC League of Municipalities requested the town designate someone as a voting delegate for the 2023 legislative session. The league provided 16 goals and asked the towns to choose 10 goals (listed below) that most pertained to their municipality and vote accordingly. The Council reviewed and chose the 10 goals listed below. Mayor Thomas stated he would serve as the delegate for Fairview if the Council wanted him to.

1. Create an adequate and permanent funding stream for local infrastructure.
 - infrastructure – including roads, water, sewer, stormwater, parks and beaches – are critical to economic development and job creation.
 - Many cities in the state are growing, creating a constant need for investment to keep pace with population growth; many cities and towns also have aging infrastructure that must be replaced.
 - Creating more permanent funding streams for local infrastructure, such as a dedicated tax source, would allow for better planning to meet needs.
2. Allow municipalities to use local resources and capabilities to expand broadband access in their communities through innovative partnerships.
 - Slow and unreliable internet service threatens educational and professional opportunities, and the economic future of entire communities.
 - Municipalities own existing infrastructure – including dark fiber, towers and electric poles – that could be utilized in innovative partnerships and assist in making broadband service more affordable.
 - Failure to utilize local government assistance and assets will continue to create digital gaps that have real-world consequences for North Carolinians.
3. Extend deadlines for completion of federal infrastructure projects.
 - Current deadlines for the allocation and expenditure of American Rescue Plan Act funding may make more complex infrastructure projects unrealistic.
 - High inflation and worker shortages are leading to higher project costs; extending ARPA and other funding deadlines will spread projects out and may help lower costs.
 - Cities and towns require flexible deadlines to get the best bang for their buck out of this funding.
4. Expand state transportation funding streams for construction and maintenance for municipal and state-owned secondary roads.
 - Current Powell Bill and other state funding is not adequate to address transportation needs, particularly as they affect municipal and state-owned secondary roads.
 - In many cities and towns, major commuting corridors are not receiving the level of investment needed to keep pace with traffic.
 - More investment is needed for these roads if existing residents are to embrace business and residential growth.

5. Expand incentives that encourage regionalization of water and sewer, as well as other municipal services, when appropriate.
 - A number of municipal water and sewer systems continue to financially struggle with deferred maintenance needs.
 - These challenges came about largely due to population and job losses in rural areas, leading to an erosion of taxpayer and ratepayer bases.
 - While legislators and municipalities have begun to address these issues with the creation of the Viable Utility Reserve and the use of ARPA funding, state estimates show needs still exceed expenditures by several billion dollars.
6. Enhance state systems and resources for local law enforcement officer recruitment, training, and retention.
 - Municipalities across the state are facing law enforcement staffing shortages, in many cases severe shortages.
 - State training resources are limited, and the cost of local law enforcement agencies to send recruits and existing officers to NC Justice Academy locations can be prohibitive.
 - Grant writing assistance is one of several options that might provide better access to the large volume of federal law enforcement grant funding that is available.
7. Provide state assistance for yearly financial audits, ensuring that an adequate number of auditors is available.
 - Several dozen local governments have been placed on the state Unit Assistance List due to late audits.
 - Often these audits are late due to staffing shortages, changes in financial personnel and a growing shortage of private auditors willing to perform this work.
 - Addressing this challenge would lessen negative portrayals of local government financial controls.
8. Revise state contracting laws to better protect public entities from the effects of inflation.
 - Labor and materials costs have been rising at a rapid rate, leaving municipalities with few options when project bids and costs exceed expectations.
 - Additional flexibility regarding the contracting process could assist municipalities in protecting taxpayers from inflation and escalating costs.
 - Without contracting law flexibility, projects can be delayed and costs can further increase.
9. Update annexation petition thresholds to make voluntary annexations easier to initiate.
 - Voluntary annexation by petition currently requires 100 percent consent from all property owners, a threshold that can be impossible to meet even if a majority of property owners can benefit by utilizing their property for business or residential purposes.
 - Lowering the threshold from 100 percent represents a middle ground that would still reflect the will of property owners but not handicap communities' ability to economically thrive.
 - The ability of a city or town to grow and reflect its urban footprint is vital to its financial health; city services are relied on by residents whether they live in or near municipal boundaries.
10. Provide local revenue options beyond property tax.
 - Roughly 40 percent of municipal general fund revenue is generated by local property taxes.
 - Cities have little to no authority to raise significant revenue in other ways.
 - A lack of diverse, local tax options can affect economic growth, as well as cause large swings in revenue based on economic changes.

Jerry Clontz made a motion to designate Mayor Thomas to be the voting delegate for Fairview for legislative goals for the 2023 legislative session. Patricia Kindley seconded the motion. Council members Biggers, Clontz, Kindley and Wilfong voted yes (4-0).

Council Comments

Patricia Kindley stated that the Park Event Committee meeting she attended on January 5th was very informative. Festival growing pains is a good problem to have, now the Facility Committee

will need to work on the logistics (i.e. parking, lighting, volunteers, etc.) that need to be addressed and bring back their recommendations to the Council.

Darrell Baucom reported that if the town continues to pay for festival workers that are paid over \$600 per year, we will have to provide them with a 1099 for tax purposes.

Mayor Thomas reported that the Crimestoppers BBQ is scheduled for January 20th, 11:00 – 6:00, \$10 per ticket. The 2023 Groundhog Day Economic Summit is scheduled for February 2nd at 1:30 PM at the Dowd Center in Monroe. On December 8th Gary Wilfong, Jerry Clontz and I walked a proposed trail in the park with John Woods from Benesch Co.

Ed Humphries updated the Council on the start date for the fire station. The plans are now at the Union County Planning Department and it will probably take another few months before construction will start.

Gary Wilfong made a motion to adjourn. Patricia Kindley seconded the motion. Council members Biggers, Clontz, Kindley and Wilfong voted yes (4-0).

Respectfully submitted,

Teresa Gregorius
Town Clerk

Phil Thomas
Mayor

Approved this _____ day of _____, 2023

Approve NCLM Conference

Discuss Code Enforcement

CODE ENFORCEMENT

I feel it is time to have another "Tool" in the toolbox.

This tool is a contract with a certified "Zoning and Code" enforcement person to work on an "As Needed" basis to help me with the complex "necessary" zoning enforcement problems in Fairview.

I will continue "code enforcement" on a "day to day" basis, but would use John Ganus of N-Focus on an "As Needed" basis.

We have three complicated cases now that I have questions on as what the best way is to handle and the best time to do it!

Our attorney would be involved as she is currently and has worked with John Ganus.

COST

As you can see, the cost is \$130 per hour, as needed. John also works for Unionville. Their cost has been approximately \$10,000.00 a year. He does ALL CODE enforcement for them. I would continue to be involved in ours.

I am asking you to approve:

A contract with N-Focus (John Ganus) to do "Code Enforcement" for Fairview on as "As Needed" basis and get the attorney to sign the contract authority.

Code enforcement for Unionville

\$7,562.14 July 21-June 22

\$2,475.75 July 2022-Jan 2022

July-----\$539.44

Aug \$1,337.75

Sept \$260

Oct \$338.56

\$130 an hour plus milage



STATE OF NORTH CAROLINA
COUNTY OF UNION

AGREEMENT WITH
LOCAL GOVERNMENT

THIS AGREEMENT made the _____ day of _____, 2023 by and between **Town of Fairview**, a North Carolina unit of Local Government (hereinafter known as "Local Government"); and, **N-Focus, Inc.**, a North Carolina corporation (hereinafter known as "Contractor"), by signatures below, enter into the following Agreement:

WITNESSETH:

WHEREAS Contractor has expertise in local government functions and Local Government has a need for such functions; and

WHEREAS Local Government and Contractor desire to enter into this Agreement;

NOW THEREFORE, Local Government and Contractor agree as follows:

Section A. SCOPE OF FUNCTIONS

Contractor will provide Local Government with Contractor personnel for Code Enforcement Purposes

Section B. TERMS AND CONDITIONS

1. **Contractor Personnel:** To ensure Functions to be performed as defined in "Section A." herein above meet the expectations of Local Government, Contractor shall assign a primary professional, an employee of Contractor, to Local Government. The primary professional shall be responsible for Contractor personnel performing the agreed upon Functions. Contractor personnel performing the Functions shall be either certified or licensed in their respective fields or apprentice under direct supervision of the primary professional. Contractor personnel performing these Functions shall have considerable knowledge in the principles and practices of local government. The primary professional, supporting personnel and subordinate person(s), if applicable, provided to perform these Functions shall be skilled in the use of work-related computer software packages and other technology used to perform position Functions.
2. **E-Verify:** Contractor represents and warrants that it is in compliance with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes. Further, Contractor warrants that any subcontractors used by Contractor will be in compliance with the requirements of Article 2 of Chapter 64 of the North Carolina General Statutes.
3. **Certification:** Contractor certifies that, as of the Effective Date of this Agreement, Contractor is not on the Final Divestment List as created by the State Treasurer pursuant to N.C.G.S. § 147-86.58. In compliance with the Iran Divestment Act and N.C.G.S. § 147-86.58, Contractor shall not utilize in the performance of the contract any subcontractor that is identified on the Final Divestment List.

N-Focus

Initials: PAR Date: 01/26/23

Fairview – FY 23-24 Hourly Agreement

Initials: _____ Date: _____

26



4. **Equal Employment Opportunity:** Contractor, without limitation of any provision set forth herein, expressly agrees to abide by all applicable federal and/or State equal employment opportunity statutes, rules, and regulations, as may be from time to time modified or amended.
5. **Status of Contractor:** Contractor and Local Government agree that in the performance of the Functions defined in "Section A." herein above, Contractor personnel shall not be deemed to be an employee(s) of Local Government for any purpose whatsoever, nor act under Color of State Law.
6. **Work Products:** All materials produced by Contractor personnel assigned to Local Government shall be the property of Local Government and shall be filed on-site in the offices of Local Government, unless otherwise authorized for purposes and intent of the performance of Functions. Contractor shall be entitled to retain copies, both electronic and paper, of any work products prepared for the benefit of Local Government. Contractor shall not copyright any work products on behalf of Local Government; however, Contractor shall retain the right to utilize work products, such as improved administrative forms, plans, etc., or any portion thereof, for the purpose of performing similar functions for other jurisdictions.
7. **Progress Reporting:** Contractor shall communicate progress of work performed to Local Government's administrative officer and/or department head periodically or as determined by Local Government.
8. **Period of Service (POS):** Functions defined in "Section A." herein above shall be provided routinely based upon a mutually agreeable schedule during the period February 15, 2023 and ending June 30, 2024. POS as defined herein may be amended through either Termination, as set forth in "Section B.14." herein, or, Extension, as set forth in "Section B.16." herein.
9. **Level of Service (LOS):** The Functions defined in "Section A." herein above shall be delivered on an Hourly "On Call" basis as requested by Local Government.
10. **Compensation:** The fee for Functions to be performed as defined in "Section A." herein above shall be invoiced by the hour at One Hundred Thirty and no/100's (\$130.00) dollars per hour and, billed monthly in quarter hour increments.

Compensation is inclusive of all personnel costs including but not limited to limited to:

- a. Base Salary plus:
 - i. Social Security & Medicare (FICA)
 - ii. State Unemployment Insurance (SUTA)
 - iii. Federal Unemployment Insurance (FUTA)
 - iv. Worker's Compensation Insurance
- b. Benefits:
 - i. Health, Life & Disability Insurance
 - ii. Paid Vacation & Personal Time
 - iii. Paid Holidays
 - iv. Paid Travel Time

N-Focus

Initials: PAR Date: 01/26/23

Fairview – FY 23-24 Hourly Agreement

Initials: _____ Date: _____



- c. Professional Development & Certifications;
- d. Cellular Communications;
- e. Company Vehicle with
 - i. Vehicle Insurance
 - ii. Vehicle Operations & Maintenance
- f. Meals & Lodging; and
- g. Management cost

Printing and reproduction shall be provided by Local Government. Any direct expenses (i.e., printing, postage, etc.) provided by Contractor personnel on behalf of Local Government, shall be reimbursed at actual cost plus seven (7%) percent. Travel time to and from Local Government jurisdiction by Contractor personnel is subject to the hourly fee stated herein. Travel time shall be pro-rated when more than one jurisdiction is served on the same trip. Travel by Contractor personnel on behalf of Local Government to perform inspections within Local Government jurisdiction, or attend meetings outside Local Government jurisdiction, shall be reimbursed at the current IRS Standard Mileage Rate.

- 11. **Payments:** Local Government shall provide payment upon receipt of invoice. A late payment penalty equal to 1.5% per month of the unpaid balance may be assessed.
- 12. **Access:** Local Government shall provide Contractor personnel with legal access to the primary work area during normal operating hours.
- 13. **Liability:** Contractor personnel provided to Local Government are acting as contracted agents of Local Government in accordance with NCGS 160D-402(c) and no liability is implied or assumed for actions on behalf of Local Government, its administration, appointed officials and/or elected officials. General liability insurance shall be maintained by Contractor throughout the POS as defined in "Section B.8." herein for the Functions to be performed under this Agreement. Contractor shall provide Local Government with a Certificate of Insurance prior to beginning Functions defined in "Section A." herein above. This certificate will become a part of this Agreement upon execution of this Agreement. Contractor shall further indemnify and hold Local Government harmless from any/all worker compensation claims by Contractor personnel and any other claims arising out of Contractor personnel's conduct.
- 14. **Termination:** Contractor or Local Government may terminate this Agreement for any reason with thirty (30) days written notification. In the event of early termination, compensation for all Functions provided by Contractor through the termination date will be due and payable at the market rate fees in effect at the time of termination. In the event Contractor personnel currently employed, recently separated/terminated or retired from Contractor become employed directly by Local Government either during the POS identified in "Section B.8." herein or within one-hundred-eighty (180) days of the effective date of Agreement termination and/or expiration, Contractor shall be entitled to supplemental compensation by Local Government equal to three (3) months of said employee's full time gross salary equivalent in effect at the time of Agreement termination and/or expiration; furthermore, the supplemental compensation shall be due and payable within ten (10) calendar days of the date Contractor personnel begins employment with Local Government.

N-Focus

Initials: PAR Date: 01/26/23

Fairview – FY 23-24 Hourly Agreement

Initials: _____ Date: _____



15. **Expiration:** This Agreement shall expire at 11:59 pm on June 30, 2024, unless extended as defined in "Section B.16." herein.
16. **Extension:** This Agreement may be extended by either separate agreement, subsequent addendum hereto, or written/e-mail authorization. Upon extension of this Agreement, POS as defined in "Section B.8." herein, LOS as defined in "Section B.9." herein, Compensation as defined in "Section B.10." herein is subject to change. All other Terms & Conditions defined herein shall remain the same.
17. **Certifications:** Contractor personnel shall not be required to sign any documents, no matter by whom requested, that would result in Contractor personnel having to certify, guarantee or warrant the existence of conditions whose existence Contractor personnel cannot ascertain. Local Government agrees not to make resolution of any dispute with Contractor or payment of any amount due to Contractor in any way contingent upon Contractor's personnel signing any such certification or document.
18. **Force Majeure:** Contractor shall not be responsible for any delays, damages, costs, expenses, liabilities, or other problems that may arise as a result of a force majeure. A "Force Majeure" is defined as any event arising from causes beyond the reasonable control of Contractor, including but not limited to fire, flood, unusual inclement weather, acts of God, civil strikes or labor disputes, riots, pandemics, acts or failures of Local Government or others.
19. **Conflicting Terms and Provisions:** In the event of conflict among this Agreement and any hereto attached exhibits, this Agreement shall govern.
20. **Dispute Resolution:** It is acknowledged this Agreement shall be governed by the laws of the State of North Carolina in the event of dispute. Any dispute, controversy or claim arising out of or relating to this Agreement, in particular its conclusion, interpretation, performance, breach, termination, or invalidity, shall be finally settled by the courts having exclusive jurisdiction within the county of Local Government.
21. **Counterparts:** This Agreement may be executed in two or more counterparts, each of which together shall be deemed an original, but all of which together shall constitute one and the same instrument. If any signature is delivered by facsimile transmission or by e-mail delivery of a ".pdf" format data file, such signature shall create a valid and binding obligation of the party executing (or on whose behalf such signature is executed) with the same force and effect as if such facsimile or ".pdf" signature page were an original thereof.
22. **Entire Agreement:** Local Government and Contractor acknowledge this Agreement and any Attachments hereto constitute the entire agreement between Local Government and Contractor concerning the subject matter hereof. Any amendments or modifications of this Agreement shall be in writing and executed by Local Government and Contractor. Unless stated otherwise in this Agreement, this Agreement may not be modified.

N-Focus

Initials: PAR Date: 01/26/23

Fairview – FY 23-24 Hourly Agreement

Initials: _____ Date: _____



23. **Representatives:** On behalf of Contractor, only the following individuals have authority to modify or alter the terms and conditions of this Agreement:

F. Richard Flowe, President & CEO
Patricia A. Rader, Secretary/Treasurer & COO

24. **Notification:** All correspondence shall be directed to:

Patti Rader, Manager
N-Focus, Inc.
315 South Main Street, Suite 200
Kannapolis, NC 28081
704.933.0772
PRader@NFocusPlanning.org

(This space left blank intentionally)

N-Focus

Initials: PAR Date: 01/26/23

Fairview – FY 23-24 Hourly Agreement

Initials: _____ Date: _____



Section C. ACCEPTANCE:

Patricia A. Rader

January 26, 2023

Patricia A. Rader, Manager
N-Focus, Inc.

Date

ACCEPTED on behalf of Local Government by:

Signature

Date

Printed name of authorized person signed above

Seal of Local Government

ATTEST:

Clerk to the governing board/council of
Local Government

Date

PRE-AUDIT:

This document has been pre-audited in accordance with applicable North Carolina General Statute.

Finance Officer

Date

N-Focus

Initials: PAR Date: 01/26/23

Fairview – FY 23-24 Hourly Agreement

Initials: _____ Date: _____



Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

Go to www.irs.gov/FormW9 for instructions and the latest information.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
N-Focus, Inc.

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.

Individual/sole proprietor or single-member LLC

C Corporation

S Corporation

Partnership

Trust/estate

Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

Other (see instructions) ▶ _____

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.
315 South Main Street, Suite 200

6 City, state, and ZIP code
Kannapolis, NC 28081

7 List account number(s) here (optional)

Requester's name and address (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

--	--	--	--	--	--	--	--	--	--

or

Employer identification number

2	6	-	0	6	1	4	6	5	8
---	---	---	---	---	---	---	---	---	---

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest and dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here Signature of U.S. person ▶ *[Signature]* Date ▶ *2/29/22*

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.

Cat. No. 10231X

Form **W-9** (Rev. 10-2018)

N-Focus

Initials: *PAR* Date: *01/26/23*

Fairview – FY 23-24 Hourly Agreement

Initials: _____ Date: _____

Discuss Lighting at Park



NC01 LIGHTING SERVICE AGREEMENT

Customer Information:
TOWN OF FAIRVIEW
EHUMPHRIES@FAIRVIEWNC.GOV

Project Information:
7350 CONCORD HWY
MONROE North Carolina 28110-6926

..

Account Number:
9100 3303 0705

Work Order Number:
48009146

Duke Energy Representative Contact Info:
Stjepan Augustinovic

This Lighting Service Agreement is hereby entered into this 1st day of February., 2023, between Duke Energy (hereinafter called the "Company") and TOWN OF FAIRVIEW (hereinafter referred to as the "Customer") for lighting service at the above location(s). The Customer agrees to receive and pay for lighting service from the Company in accordance with the rates, terms and provisions of the Company's Rate Schedule PL and Service Regulations, or its successor, as the same is on file with the North Carolina Public Service Commission (NORTH CAROLINA UTILITIES COMMISSION) and as may be amended and subsequently filed with the NORTH CAROLINA UTILITIES COMMISSION.

To the extent there is any conflict between this Agreement and the Lighting Service Rate Schedule, the Lighting Service Rate Schedule shall control. In the event of termination by the Customer during the initial term of this agreement under this rate schedule or upon early termination of service under this schedule, the customer agrees to pay remaining terms of this agreement as delegated by the NORTH CAROLINA UTILITIES COMMISSION.

The date of *initiation* of service shall be defined as the date the first light(s) is energized or billing is transferred and shall continue hereafter until terminated *by either party upon written notice 10 days prior to termination*. It is further agreed that Duke Energy reserves the right to discontinue service and remove any Duke Energy-owned facilities from the Customers premise if the Customer violates any of the terms of the Service Regulations, Rate Schedule or this Agreement.

Customer Signature _____

Date Signed _____

Duke Energy Representative _____

Date Signed _____

THIS IS NOT A BILL. PLEASE DO NOT SEND A PAYMENT IN RESPONSE TO THIS COMMUNICATION.



Summary of Estimated Charges				
Minimum Service Term	Initial Monthly Cost	Total One Time Charges	Total Cost for Initial term	Ongoing Monthly Charge post Term
0 Years () Months	0.00	7908.50	7908.50	0.00
3 Years (36) Months	191.20	0.00	6883.20	191.20

Monthly Base Charges							
Service Required	Quantity	Product Description Fixtures and Poles	Equipment Rental**	Maintenance	Energy	Unit Total	Sub-Total
I	010	Light Fixture Traditional LED 50W Black (RAL9017) Type	0.00	0.00	0.00	19.12	191.20
Rental, Maintenance, F&E Totals:			\$0	\$0	\$0		
Estimated Change to Base Monthly Charge Total							\$191.20

One Time Charges			
Quantity Required	One Time Charge Description	Unit Price	Sub-Total
010	Decorative Adder : Light Pole Style A Direct Buried Aluminum 15 foot long Black(RAL9017) 3in diameter tenon Public <i>Ex: Includes Construction Costs or possible Early Termination charges for removals</i>	426.52	4265.20
010	Decorative Adder : Light Fixture Traditional LED 50W Black (RAL9017) Type III 120V Public <i>Ex: Includes Construction Costs or possible Early Termination charges for removals</i>	364.33	3643.30
Total Estimated One Time Amount			\$7,908.50

DA Note: REMAINING TOTAL COST = (INITIAL TERM) - (# OF MONTHS BILLED) * (INITIAL MONTHLY COST)

THIS IS NOT A BILL. PLEASE DO NOT SEND A PAYMENT IN RESPONSE TO THIS COMMUNICATION.

