

Agenda

Town of Fairview



Agenda Council Meeting May 13, 2025 @ 6:30 pm

Meeting will be in the Fairview Town Hall Meeting Room

1. Pre-meeting – 5:00 pm

1.A. Budget Discussion for Fiscal Year 25/26

2. Call the meeting to order: --- Mayor Wilfong

3. Invocation

4. Pledge of Allegiance

5. Agenda Changes

5.A. Approval of Agenda

6. Approval of Consent Agenda:

6.A. Financial and Tax Reports--- *Report Accepted as Information (including Pending Bills documentation provided at meeting)*

6.B. Land Use Report---*Report Accepted as Information*

6.C. Fairview Park Facility April Draft Minutes (*Accepted as Information*)

6.D. Planning Board April Draft Minutes (*No April Meeting*)

6.E. Approve Council Minutes for April 8, 2025

Agenda

6.F. Resolution Opposing HB765

7. Public Comments

**8. Presentations: Michael Harvey N-FOCUS – Update Land Use Plan and
UDO (Uniform Development Ordinance)**

9. Items of Business:

9.A. **Discuss Critical Intersection Update (Hwy 218 at Indian Trail Fairview Rd)**
– *Ed Humphries*

9.B. **Discuss House Bill 765 ---** *Kerry Price*

10. Council Comments:

11. Adjournment

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

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

Pre-Meeting: Proposed Budget

Town of Fairview
Fiscal Year 2025-26 Budget
Assumptions and Explanations

Revenue

Ad valorem: based upon newly assessed projected real and personal property values of \$909,970,381 from Union County using 98% collection rate for ad valorem taxes at \$.02 per hundred assessment rate. Used \$179,000. The revenue neutral tax rate is \$.0134 per hundred of assessed value for a revenue amount of \$120,000.

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Alcoholic Beverage tax: Used the amount collected for 12 months ended March 31, 2025. NCLM projects 2% growth in this revenue category. Used \$17,000.

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Fund balance appropriated: amount needed to cover budgeted expenses over amount projected for revenues; used 81,412.

Investment income: Based on \$500,000 balance at NC Capital Management Trust at a 3.5% rate.

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Motor Vehicle taxes: based upon estimated value of 71,583,922 and using 100% collection rates at \$.02 per hundred assessment rate. Used \$15,000.

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Rent Reserve: Combination of house rental, park rental and land rental income to be used for future capital expenditures in the Park. Recent 12 month revenue amount is \$17,770. Used 17,500 for 25-26 budget.

Sales and use tax: NC League estimates 2.5% growth for 25-26. Current year income is approximately \$59,000; used \$60,000 for 25-26 budget.

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Franchise taxes: NC League estimates negative growth for 25-26. Based on current year trends, I used \$128,250 reflecting negative growth of 2.0% as estimated amount for 25-26.

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Zoning fees: based upon trends from 24-25; used \$15,000, which is the same recent 12 month actual total.

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Expenses

Advertising: Used \$1,000 for advertising for special meetings.

Audit fees: Used JB Watson's estimated audit fee plus additional estimated accounting charges; used \$11,400.

Bank service charges: used \$500, which is same budget as last year.

Debt repayment: Repayment of debt to the Haiglers in January 2026 for land purchase note. Used \$54,040.

Dues and subscriptions: School of Govt Foundation – 550 - NC League of Municipalities – 5,180 (Current year plus slight increase); Union County Chamber of Commerce – 350; Association of Municipal Clerks – 80; NC Mayor's Association – 200; Miscellaneous 120; Used \$6,500 for 25-26.

Elections expense: Used \$5,000 estimated amount provided by Union County Board of Elections.

Festival expense: Used \$17,500 for annual amount, which is slightly more than recent 12 month actual of 13,170.

Grants: Used \$3,000 as an estimate of contributions to organizations, which is the same as amount as budgeted for 24-25.

Liability insurance: Property and Casualty insurance has increased due to storms and rising costs of repairs; bonding premium of \$500 and workers' comp premium of \$1,200. Recent 12 month actual is 9,631; used 11,000 as budget for 25-26

Internet and website expense: Monthly email, server hosting, annual amount = \$4,200; Time Warner phone and internet, annual = \$3,000; Website charge = \$2,150; Domain name renewal = \$400; recent 12 month actual is 8,313; used 10,000 as 25-26 budget.

Legal fees: Projected 22% increase from attorney related to market rate increases; also increased due to possible pending litigation; used 15,000 as budget for 25-26

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Miscellaneous: Various unclassified expenses; Used \$2,000.

Office expense: Recent 12 month actual is 31,600; large item is landscape maintenance of about \$7,500; no septic tank pumping expected for 25-26; Used 37,000.

Office utilities: Used 9,000, based upon recent 12 month actual of 7,819.

Park Maintenance: Used \$50,000, based upon recent 12 month actual of 42,969.

Park Utilities: Used \$8,000 based upon recent 12 month actual of 7,181.

Payroll expenses: Increased finance officer and town clerk to market rate based upon other municipalities Used 5.30% rate of increase for staff based upon NCLM salary survey for 25-26.

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

Planning and zoning: Salary broken out separately for Ed.

Professional fees: Retreat expense for Council, plus other minor expenses of \$1,500; possible interlocal critical design grant of \$4,000. Used \$7,500.

Rental house repairs: used \$2,500 due to increased costs of repairs; spent \$1,823 for recent 12 months.

Salaries – Park; salary broken out separately for Michael Starnes and Tania.

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 \$3,000.

Telephone: estimated \$1000. Recent 12 month actual is 614

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

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Zoning administration: Estimated fees for zoning enforcement to N-Focus.
Used \$10,000 as amount spent recently has been 7,828.

Zoning code update: Proposal by N-Focus to create a Unified Development
Ordinance and Land Use Plan; used \$67,200.

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+ B-21

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1:22 PM

04/29/25

Accrual Basis

Town of Fairview
Profit & Loss Budget Overview
 July 2025 through June 2026

	Jul '25 - Jun 26
Ordinary Income/Expense	
Income	
Ad Valorem taxes	179,000.00
Alcoholic beverage	17,000.00
Fund balance appropriated	81,412.00
Investment income	17,500.00
Motor vehicle taxes	15,000.00
Rent reserve	17,500.00
Sales and use tax	60,000.00
Utility Franchise taxes	128,250.00
Zoning fees	15,000.00
Total Income	530,662.00
Expense	
Advertising and Promotion	1,000.00
Audit fees	11,400.00
Bank Service Charges	500.00
Debt repayment	54,040.00
Dues and Subscriptions	6,500.00
Elections expense	5,000.00
Festival expense	17,500.00
Grants	3,000.00
Insurance Expense	11,000.00
Internet and website	10,000.00
Legal fees	15,000.00
Miscellaneous Expense	2,000.00
Office expense	37,000.00
Office utilities	9,000.00
Park Maintenance	50,000.00
Park Utilities	8,000.00
Payroll Expenses	78,776.00
Payroll taxes	13,504.00
Planning and zoning	60,000.00
Professional Fees	7,500.00
Rental house repairs, etc	2,500.00
Salaries - Park	37,742.00
Solid Waste Manage cost share	8,000.00
Tax collection fees	3,000.00
Telephone Expense	1,000.00
Training expense	500.00
Zoning administration	10,000.00
Zoning code update	67,200.00
Total Expense	530,662.00
Net Ordinary Income	0.00
Net Income	0.00

B-5

8

4:19 PM

04/24/25

Accrual Basis

Town of Fairview
Profit & Loss Budget vs. Actual
April 2024 through March 2025

	Apr '24 - Mar 25	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Ad Valorem taxes	123,863.67	116,000.00	7,863.67	106.8%
Alcoholic beverage	17,167.77	14,000.00	3,167.77	122.6%
Donation	6,722.20			
Festival income - vendors, etc.	3,190.00			
Fund balance appropriated	0.00	49,556.00	-49,556.00	0.0%
Interest income on Park 2 grant	585.77			
Interest income on SCIF Grant	238.87			
Interest on delinquent taxes	692.32			
Investment income	8,039.07			
Motor vehicle taxes	14,618.09	14,000.00	618.09	104.4%
OSMER Grant 24-25	250,000.00			
Rent reserve	17,770.00	20,000.00	-2,230.00	88.9%
Sales and use tax	58,704.16	57,000.00	1,704.16	103.0%
Utility Franchise taxes	131,125.04	130,000.00	1,125.04	100.9%
Zoning fees	14,950.00	17,000.00	-2,050.00	87.9%
Total Income	648,483.76	417,556.00	230,927.76	155.3%
Expense				
Advertising and Promotion	644.27	1,000.00	-355.73	64.4%
Audit fees	10,795.00	10,000.00	795.00	108.0%
Bank Service Charges	105.81	500.00	-394.19	21.2%
Capital Outlay - Office Reno	11,427.20	12,000.00	-572.80	95.2%
Capital outlay - Park	3,600.00			
Capital outlay - rental house	12,500.00			
Capital Outlay - SCIF, Park	2,000.00			
Capital Outlay - Town Hall	7,375.98			
Capital Outlay - SCIF, Park 2	95,413.27			
Debt repayment	55,600.00	55,600.00	0.00	100.0%
Dues and Subscriptions	6,118.00	6,200.00	-82.00	98.7%
Festival expense	13,170.06	20,000.00	-6,829.94	65.9%
Grants	2,000.00	3,000.00	-1,000.00	66.7%
Insurance Expense	9,631.00	8,200.00	1,431.00	117.5%
Internet and website	8,313.09	11,000.00	-2,686.91	75.6%
Legal fees	8,794.80	10,000.00	-1,205.20	87.9%
Miscellaneous Expense	-193.50	2,000.00	-2,193.50	-9.7%
Office expense	31,579.50	39,000.00	-7,420.50	81.0%
Office utilities	7,818.57	6,500.00	1,318.57	120.3%
Park Maintenance	42,968.92	55,000.00	-12,031.08	78.1%
Park Utilities	7,181.09	5,200.00	1,981.09	138.1%
Payroll Expenses	81,473.57	57,809.00	23,664.57	140.9%
Payroll taxes	9,383.16	10,422.00	-1,038.84	90.0%
Planning and zoning	54,520.29	56,981.00	-2,460.71	95.7%
Professional Fees	10,830.23	7,000.00	3,830.23	154.7%
Rental house repairs, etc	1,823.34	2,000.00	-176.66	91.2%
Salaries - Park	12,802.07	21,444.00	-8,641.93	59.7%
Solid Waste Manage cost share	8,000.00	8,000.00	0.00	100.0%
Tax collection fees	1,892.19	2,200.00	-307.81	86.0%
Telephone Expense	614.18	1,000.00	-385.82	61.4%
Training expense	0.00	500.00	-500.00	0.0%
Zoning administration	7,828.16	5,000.00	2,828.16	156.6%
Total Expense	524,010.25	417,556.00	106,454.25	125.5%
Net Ordinary Income	124,473.51	0.00	124,473.51	100.0%
Net Income	124,473.51	0.00	124,473.51	100.0%

B-6

9

To: Town of Fairview
From: Vann Harrell, Tax Administrator
Date: March 31, 2025
Re: Taxable value estimates for FY2025-2026

\$.02 rate

Below are the taxable value estimates for fiscal year 2025 – 2026. The property value report was run on March 31, 2025 and is used for real property taxable value for only. Personal property, public service company, and registered motor vehicle taxable values are from the 2024 TR-2 report filed in February of 2025. Updated public service property taxable value is provided annually in the fall by the NC Department of Revenue.

Total taxable value is market value minus estimated appeal loss, known exemptions, exclusions, and/or deferments. The total value represents the value that is taxable by the taxing authority.

Please be advised, taxable value estimates are based on what has been processed up to the date of the report. Taxable values will change before tax bills are sent out due to data processing, appeals, new exemptions, exclusions, and deferments.

Real Property Value	859,026,463
Personal Property Value	29,714,056
Public Service Company	21,229,862
Registered Motor Vehicle	71,583,922

909,970,381

** .02*

181,994.

**.98 collection rate*

178,354

use 179,000

** .02*
19,317
use 15,000

B-7

10

To: Town of Fairview
From: Vann Harrell, Tax Administrator
Date: March 31, 2025
Re: Taxable value estimates for FY2025-2026

*revenue neutral
note*

Below are the taxable value estimates for fiscal year 2025 – 2026. The property value report was run on March 31, 2025 and is used for real property taxable value for only. Personal property, public service company, and registered motor vehicle taxable values are from the 2024 TR-2 report filed in February of 2025. Updated public service property taxable value is provided annually in the fall by the NC Department of Revenue.

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Real Property Value
 Personal Property Value
 Public Service Company
 Registered Motor Vehicle

859,026,463
 29,714,056
 21,229,862
 71,583,922

*909,970,381
 * .0134*

** .02
 14,317
 use 15,000*

*121,936
 * .98
 119,497
 use 120,000.*



1 EXECUTIVE SUMMARY

This document summarizes and analyzes state-collected taxes distributed to local governments by the N.C. Department of Revenue (DOR) and provides a forecast of these revenue sources for the remainder of the current fiscal year (2024-25) and the upcoming fiscal year (2025-26). Statewide projections for each tax revenue source are summarized in the table below and explained later in this document.

Please read through this entire report, including the cautionary note below, for important caveats and context related to each of the League's projections.

Revenue Source	Projected Change from FY23-24 to FY24-25	Projected Change from FY24-25 to FY25-26
Sales and Use Tax	+2.4%	+2.8%
Electricity Sales Tax	+9.8%	+6.3%
Piped Natural Gas Sales Tax	+17.2%	-4.7%
Telecommunications Sales Tax	-7.7%	-6.6%
Local Video Programming Tax	-3.7%	-4.4%
Solid Waste Disposal Tax	-0.7%	-0.2%
Alcoholic Beverages Tax	-3.2%	+2.6%

More information on the recent legislative history and distribution formulas for each tax described in this report can be found in our [Basis of Distribution Memo](#). The League also publishes quarterly revenue reports which summarize state-collected local revenues as they are distributed throughout the year. All annual projections and quarterly reports can be found on the [NCLM State-Collected Revenue Projections](#) page of our website.

1.1 CAUTIONARY NOTE

Estimates included in this document should be used only as a rough guide in preparing your Fiscal Year 2025-26 proposed budget. Estimates should be modified as necessary to fit your local situation, your community's actual trends, and your own assumptions about the effects of various economic and political factors. Revenue estimates are always subject to error and may fluctuate widely based on unpredictable factors such as weather conditions, policy changes, or as we have seen in recent years, pandemics and international conflicts. Our goal is to provide municipalities with a reasonable projection of where state-collected revenues are heading based on available information and guidance from subject-matter experts.

B.9

12



c/o Capital Management of the Carolinas, LLC
1520 South Boulevard, Suite 230
Charlotte, NC 28203

MONTHLY STATEMENT

03/01/25 through 03/31/25

Page 1 of 2

Account Number

47317300

Contacting Us

CLIENT SERVICES

1-800-222-3232

8:30 a.m. - 4:30 p.m. ET

AB 01 001063 62083 H 3 B

S

TOWN OF FAIRVIEW
ATTN DARRELL BAUCOM
7516 CONCORD HWY
MONROE NC 28110-9029



interest use
@

500,000
3.5%

17,500

10511/P
001063 1/1

Market Value as of 03/31/25

\$506,063.59

PORTFOLIO SUMMARY

	Month-to-Date
Beginning Value	\$504,251.09
+ Additions	0.00
- Withdrawals	0.00
+/- Change in Value	1,812.50
Ending Value	\$506,063.59

ACCOUNT SUMMARY

Fund / Account	Beginning Value as of 03/01/25	Ending Value as of 03/31/25	Shares Held as of 03/31/25	NAV as of 03/31/25	% of Total
NORTH CAROLINA CAPITAL MGMT TRUST-GOVT / 47317300	\$504,251.09	\$506,063.59	506,063.590	\$1.00	100.00%
Total Accounts		\$506,063.59			

DIVIDEND AND CAPITAL GAIN SUMMARY

Fund / Account	Dividend	Short-Term Capital Gain	Long-Term Capital Gain	Total
NORTH CAROLINA CAPITAL MGMT TRUST-GOVT / 47317300				
Dividend Option - Reinvest	Current Period	\$1,812.50	\$0.00	\$1,812.50
Capital Gain Option - Reinvest	Fiscal YTD 06/30/25	4,900.22	0.00	4,900.22
Total	Current Period	\$1,812.50	\$0.00	\$1,812.50
	Fiscal YTD 06/30/25	\$4,900.22	\$0.00	\$4,900.22

B-10

13

CONTRACT TO AUDIT ACCOUNTS

Rev. 12/2024

FEES FOR AUDIT SERVICES

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

Financial statements were prepared by: ☒ Auditor ☐ Governmental Unit ☐ Third Party

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

Name:

Darrell H. Baucom, CPA

Title and Unit / Company:

Finance Officer

Email Address:

dbaucom@fairviewnc.gov

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

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

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

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

Primary Government Unit	Town of Fairview, NC		
Audit Fee (financial and compliance if applicable)	\$ 6,250	*	* = 9,750
Fee per Major Program (if not included above)	\$ 3,500		1,650
Additional Fees Not Included Above (if applicable):			
Financial Statement Preparation (incl. notes and RSI)	\$ 3,500	*	11,400
All Other Non-Attest Services	\$ 150/hour	* 11 hours	
TOTAL AMOUNT NOT TO EXCEED	\$	12,500	
Discretely Presented Component Unit	used 23-24 hours		
Audit Fee (financial and compliance if applicable)	\$		
Fee per Major Program (if not included above)	\$		
Additional Fees Not Included Above (if applicable):			
Financial Statement Preparation (incl. notes and RSI)	\$		
All Other Non-Attest Services	\$		
TOTAL AMOUNT NOT TO EXCEED	\$		

B-11

14

Amortization of Payments

Fiscal Year	Principal	Interest (3.9%)	Payment	Balance	
19-20	\$600,000	\$23,400	\$63,400	\$560,000	ck 107818
20-21	\$560,000	\$21,840	\$61,840	\$520,000	+ 107819
21-22	\$520,000	\$20,280	\$60,280	\$480,000	- 279 + 230
22-23	\$480,000	\$18,720	\$58,720	\$440,000	- 567 + 568
23-24	\$440,000	\$17,160	\$57,160	\$400,000	- 955 + 956
24-25	\$400,000	\$15,600	\$55,600	\$360,000	104321 + 32
→ 25-26	\$360,000	\$14,040	\$54,040	\$320,000	104718 + 71
26-27	\$320,000	\$12,480	\$52,480	\$280,000	
27-28	\$280,000	\$10,920	\$50,920	\$240,000	
28-29	\$240,000	\$9,360	\$49,360	\$200,000	
29-30	\$200,000	\$7,800	\$47,800	\$160,000	
30-31	\$160,000	\$6,240	\$46,240	\$120,000	
31-32	\$120,000	\$4,680	\$44,680	\$80,000	
32-33	\$80,000	\$3,120	\$43,120	\$40,000	
33-34	\$40,000	\$1,560	\$41,560	\$0	
		\$187,200	\$787,200		

Fixed Payment amounts of \$40,000

First Payment to be made on January 1st 2020

B-12

15



North Carolina League of Municipalities
PO Box 603776
Charlotte, NC 28260-3776

Invoice Number: I00046061
Invoice Date: 7/1/2024
Page: 1

INVOICE

~~7/1/25~~
Budget.

Bill
To: Town of Fairview
7516 Concord Hwy.
Fairview, NC 28110

Ship
To: Town of Fairview
7516 Concord Hwy.
Fairview, NC 28110

Customer ID M022071
Due Date 7/31/2024
Terms Net Due In 30 Days

Description	Quantity	Unit Price	Total Price
Service Fee FY 2024-2025 Population 3544	1	4,932.00	4,932.00

4932
* 1.05

5180

Amount Subject to Sales Tax	Amount Exempt from Sales Tax	Subtotal:	4932.00
0.00	4932.00	Sales Tax:	0.00

CUSTOMER COPY

B-13

16

February 6, 2025

Dear Town of Fairview,

As we prepare our budget for the upcoming fiscal year, we want to share some information regarding the estimated cost for the 2025 November Municipal Elections.

After evaluating the necessary expenses and considering the poll workers' pay rates, we project that the overall costs for your upcoming election will be approximately \$4,990.06 minus any candidate filing credits. This estimate includes one early voting site and covers several key parts, which include:

Personnel Costs	3,493.23
Voting Equipment Programming and Coding	149.59
Voting Ballots	338.88
Equipment Delivery and Retrieval	387.29
Precinct Renting Fees	100.00
Legal Election Ads	44.80
Printing and Precinct Supplies	459.91
Reimbursed Mileage	16.36

Please note that these estimates are subject to adjustment as we approach the election date and finalize preparations. We are committed to transparency and will update you with any significant changes to these figures.

If you have any questions or would like to discuss this further, please don't hesitate to contact me.

Sincerely,

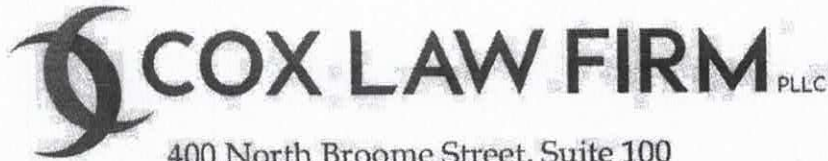
Juanita Reyes
Business Manager

B-14

Union County Board of Elections
316 E Windsor Street
Monroe, NC 28112
T 704.283.3809

unioncountyncelections.gov

17



400 North Broome Street, Suite 100
P.O. Box 178, Waxhaw, NC 28173
(704) 243-9693 Fax: (980) 729-5020

Melanie D. Cox, Attorney
Melanie@coxlawfirm.com

Chris Cox, Attorney
Chris@coxlawfirm.com

February 6, 2025

SENT VIA EMAIL ONLY

Ed Humphries
Deputy Clerk
Town of Fairview
ehumphries@fairviewnc.gov

Re: Rate Increase Request

Dear Mr. Humphries:

I am writing to formally request an adjustment to my hourly rate for the 2025/2026 fiscal year. My current hourly rate of \$225.00 has remained unchanged since 2021, despite inflation and evolving market conditions. I am respectfully requesting an increase to \$275.00 per hour. To provide context for this request, I have gathered information regarding municipal rates in surrounding jurisdictions:

- **Town of Waxhaw:** \$385 per hour (associate attorney \$295, senior paralegal \$275, junior paralegal \$110);
- **City of Monroe:** \$300 per hour (\$350 litigation rate), plus a \$3,000 monthly retainer covering brief calls and emails;
- **Town of Weddington:** \$250 per hour (litigation referred out at \$375 per hour);
- **Town of Matthews:** \$295 per hour; and
- **Village of Marvin:** \$305 per hour, with a flat meeting fee of \$750.

As you can see, my current rate is significantly below the market rate for municipalities in our region.

It has been a privilege to serve as the Town Attorney for Fairview since 2021, and I deeply value the opportunity to continue contributing to the success of the Town. Please let me know if

B-15

18

Town of Fairview

Payroll expense for 25-26

Monthly salary/stipend

Hourly rate

Average number of hours per month

Estimated monthly pay

Insurance cost allowance

Estimated annual pay

Adjusted for attendance at 80%

Adjusted for no meeting dates 10/12

	Ed	Darrell	Teresa	Michael Starnes	Tania for Cleaning	Spencer Thomas Festival	Town Council	Planning Board	Total
Monthly salary/stipend	4,748.41				786.90	928.63	850.00	500.00	
Hourly rate			27.00	22.00					
Average number of hours per month			60.00	100.00					
Estimated monthly pay			1,620.00	2,200.00					
Insurance cost allowance			200.00						
Estimated annual pay	56,980.92	30,000.00	21,840.00	26,400.00	9,442.80	11,143.56	10,200.00	6,000.00	
Adjusted for attendance at 80%								4,800.00	
Adjusted for no meeting dates 10/12								4,000.00	
Estimated annual salary/stipends	56,980.92	30,000.00	21,840.00	26,400.00	9,442.80	11,143.56	10,200.00	4,000.00	170,007.28
Increase rate per NC Compensation study	5.30%			5.30%	5.30%	5.30%			
Salary increase	3,019.99	0.00	0.00	1,399.20	500.47	590.61			5,510.27
Monthly meetings and summer projects									
Estimated salary for 23-24	60,000.91	30,000.00	21,840.00	27,799.20	9,943.27	12,734.17	10,200.00	4,000.00	176,517.55
Employer tax rate									0.0765
Estimated employer payroll taxes									13,503.59

Darrell and Teresa were increased to market rates based upon survey of towns in Union County.
Town Council; increase Mayor from 200 to 210 per month and councilmen from 150 to 160.

B.16

Analysis of Compensation
For Calendar year 2024

	Unionville	Fairview	Lake Park	Marshville	Marvin	Mineral Springs	Wesley Chapel	Wingate
Estimated population in 2024	7,225	3,773	3,573	2,700	6,949	3,446	9,464	4,425
Property tax rate per \$100 of valuation	0.02	0.02	0.225	0.55	0.08	0.021	0.0129	0.34

Does the Town collect its own property taxes or does Union County collect

Town UC UC UC UC UC UC UC UC

Town Clerk

Is Town Clerk paid hourly or salary

Hourly Hourly Hourly Hourly Hourly Hourly Hourly Hourly

Estimated hours worked per month

118 60 200 172 172 172 172 172

Hourly rate of pay

49.78 24.11 20.35 42,328 55,258 47,990 50,000 26.00

Annual compensation (1)

69,122 16,833 50,000 42,328 55,258 47,990 50,000 35,776

Land Use Administrator

Annual compensation

N Focus 55,913 50,000 N Focus 70,000 41,448 45,600 25,000

Finance Officer

Is Finance Officer paid hourly or salary

Salary Salary Hourly Contractor Hourly Salary Salary Salary

Estimated hours worked per month

14 14 15 70 172 80

Annual compensation

13,138 14,128 24,000 35,280 76,000 44,292 28,000 43,500

Note: The Town Clerk for Unionville is also the Tax Collector and Land Use Administrator.

N-Focus provides code enforcement for both Unionville and Fairview.

(1) Does not include health insurance premiums reimbursed by Unionville to employee

Estimated population is based on US Census estimates through World Population Review for May 2024.

Wesley Chapel - same person is clerk, code enforcement and finance officer; \$78,000 total; she estimated each pay amount

Lake Park - same person is clerk, land use administrator, storm water tax, etc; she allocated her salary to the various positions. (cheri.clark@lakepark.gov)

Lake Park - no benefits; straight salary.

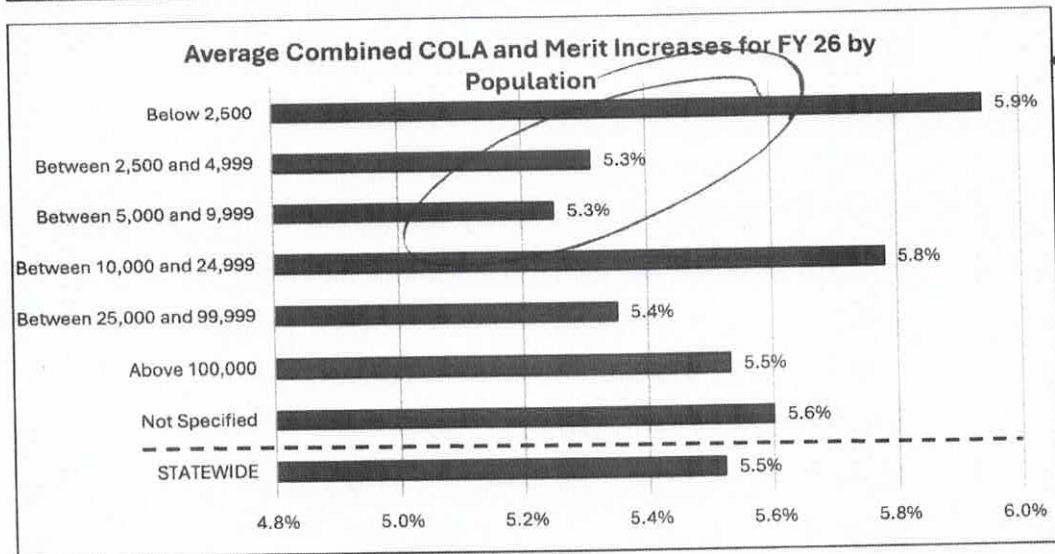
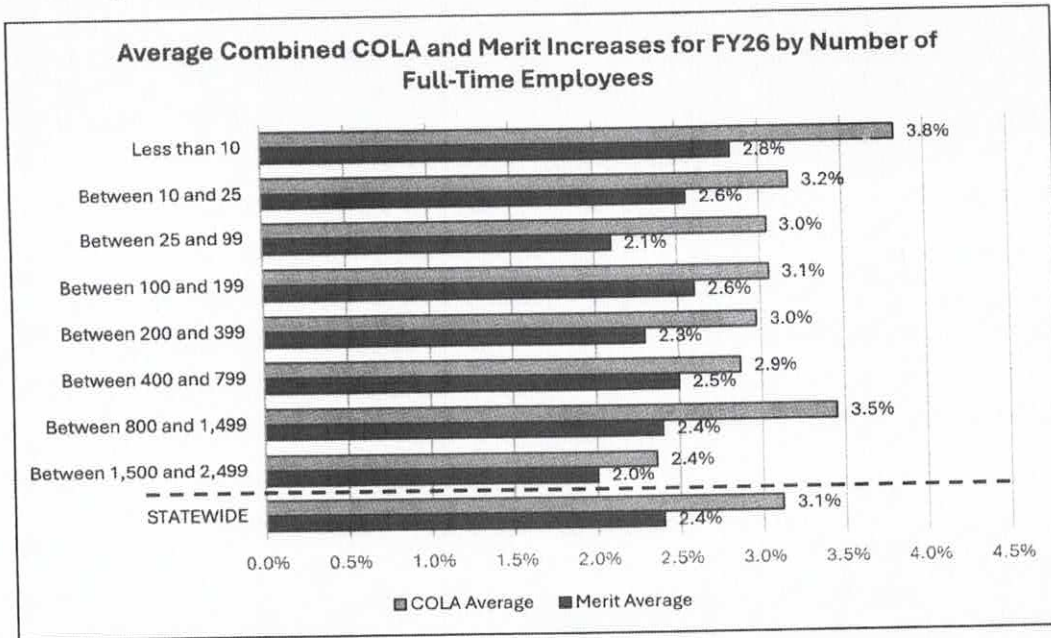
Wingate - Finance officer is also assistant town manager; approximately 1/2 of her time is spent on Finance Officer duties

B.17

20

Combined Planned COLA and Merit Increase Summary

45% of local governments anticipate providing employees both a COLA and merit increases in the FY 2025-26 budget. The combinations of adjustments vary, but statewide, the average combined COLA and merit increase is 5.5%.



Town of Fairview
Transaction Detail By Account
April 2024 through March 2025

5:02 PM

04/24/25

Accrual Basis

Type	Date	Num	Adj	Name	Memo	Class	Clr	Debit
Professional Fees								
Bill	02/20/2025	02202...		Union County_	Critical Intersection Design			4,000.00
Bill	02/22/2025	02222...		City of Charlotte	Cost sharing for CRTPO			2,094.00
Bill	03/27/2025	315398		Alfred Benesch & Company	PARTF Grant assistance		X	0.00
Bill	03/27/2025	315398		Alfred Benesch & Company	PARTF Grant assistance			4,736.23
Total Professional Fees								10,830.23
TOTAL								10,830.23

B-19

22

N·FOCUS

April 23, 2025

Ed Humphries, Land Use Administrator
Town of Fairview
7400 Concord Highway
Fairview, NC 28110

Dear Ed,

Per your request, I have prepared this proposal based on staff input and my extensive discussion with you regarding the creation of a Unified Development Ordinance and Land Use Plan.

The following options are offered for your review and consideration. Should you have any questions, please advise.

Option "A" Create New Unified Development Ordinance

N-Focus will develop & recommend a new Unified Development Ordinance (UDO) including:

- 1) Preparation of an Official Zoning Map based on the outcome of the Land Use Plan & growth patterns analysis;
- 2) Creation of new land use, development, subdivision and site review regulations;
- 3) Development of new open space, landscape, parking, signage, tree protection, environmental, water quality, procedural and district standards & specifications;
- 4) Provision for the new ordinance in an electronic format for ease of amending by Town of Fairview, adding to Local Government website; and sending to prospective developers;
- 5) An updated Fee Schedule for development related activities;

N-Focus will:

- 1) Make one (1) presentation for recommendation at the Planning Board meeting and one (1) presentation at the Governing Board meeting to secure adoption;
- 2) Provide final ordinance in searchable PDF format for uploading to Local Government website; and
- 3) Co-ordinate printing of new Ordinance(s) and electronic versions of all work with Local Government Clerk.

The fee for **Option "A"** is Forty-Five Thousand and no/100's (\$45,000.00) dollars. Payment terms shall be negotiated upon acceptance of proposal with consideration given to Town's budget.

N·Focus, Inc.
315 South Main Street, Suite 200
Kannapolis, NC 28081
704.933.0772
NFocusPlanning.org

B-20

23

Option "B" Prepare BASIC "Minimum Fundamental Plan" (PLAN)
to comply with NC G.S. 160D

N-Focus will:

- 1) Make (1) Onsite visit to Local Government jurisdiction for orientation / scoping meeting.
- 2) Conduct online survey required for community input.
- 3) Prepare Future Land Use Map (FLUM).
- 4) Prepare materials for Planning Board and Governing Board for public legislative hearing & adoption proceedings.
- 5) Make three (3) presentations to the Planning Board (with 3rd for recommendation) and one (1) presentation to the Governing Board for public legislative hearing & adoption.
- 6) Provide the new PLAN in an electronic format for website.

The fee for "Option B" shall be Twenty-Two Thousand Two Hundred and no/100's (~~\$22,200.00~~). Payment terms shall be negotiated upon acceptance of proposal with consideration given to Town's budget.

Potential additional charges as follows:

- 1) Printing and reproduction shall be provided by Town of Fairview. Any direct expenses (i.e. printing, postage, etc.) provided by Contractor personnel on behalf of Town of Fairview, shall be reimbursed at actual cost plus seven (7%) percent.
- 2) Travel cost to and from Local Government jurisdiction by Contractor personnel is included in the fee above. 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.
- 3) Travel cost to and from Local Government **plus time attending meetings that are not convened for lack of a quorum** shall be considered Out of Scope and are subject to the discounted hourly rate in the amount of **One Hundred Fifty and no/100's (\$150.00) dollars.**
- 4) **Services beyond the Scope** as defined which may be requested by Local Government are subject to the discounted hourly rate in the amount of **One Hundred Fifty and no/100's (\$150.00) dollars** and shall be invoiced by the hour monthly and billed in quarter-hour increments. Travel time to and from Local Government jurisdiction by Contractor personnel to perform additional services not included in Section A. is subject to the discounted hourly fee stated herein.
- 5) **Modifications after Planning Board** approval and recommendation shall be billed at the discounted hourly rate of **One Hundred Fifty and no/100's (\$150.00) dollars.**
- 6) **Any Public Engagement requested by Local Government** is priced at **Two Thousand and no/100's (\$2,000.00) dollars per session** depending on Local Government preferences and Contractor schedule.

Should your board approve our proposal, please return an executed copy of the Acceptance (page 3) of this proposal via e-mail. At which point, an agreement reflecting the approved option will be prepared for your review and your board's execution.

Thank you for the opportunity to submit this proposal. It is our pleasure to serve the Town of Fairview.

Patti Rader

Patti Rader, Manager
704.933.0772 office
Prader@NFocusPlanning.org

B-21

24

ACCEPTANCE:

Patricia A. Rader

April 23, 2025

Patricia A. Rader, Manager
N·Focus, Inc.
704.933.0772 office
PRader@NFocusPlanning.org

Option "A" Create new Unified Development Ordinance

Initials: _____

Option "B" Prepare Basic "Minimum Fundamental Plan"

Initials: _____

ACCEPTED on behalf of the Local Government by:

Signature

Date

Printed name of authorized person signed above

Seal of the unit of Local Government

ATTEST:

Clerk to the Governing Board/Council

Date

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

Finance Officer

Date

B-27

25

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.

11:29 AM

05/03/25

Accrual Basis

Town of Fairview
Balance Sheet
 As of April 30, 2025

	Apr 30, 25	Apr 30, 24
ASSETS		
Current Assets		
Checking/Savings		
First National Bank	437,714.85	791,670.26
Total Checking/Savings	437,714.85	791,670.26
Other Current Assets		
Franchise Tax Receivable	29,370.52	29,411.05
Investments		
Investments NCCMT	506,063.59	1,153.28
Total Investments	506,063.59	1,153.28
Prepaid assets	3,201.00	0.00
Sales Tax Receivable	9,490.46	8,959.45
Sales tax refund	0.00	2,006.73
Sales tax refund - Park grant	0.00	1,316.03
Taxes receivable	1,571.07	952.99
Taxes receivable - ad valorem	-653.67	-288.38
Taxes receivable - motor veh	1,350.31	1,217.10
Total Other Current Assets	550,393.28	44,728.25
Total Current Assets	988,108.13	836,398.51
Fixed Assets		
Accumulated Depreciation	-726,892.15	-616,754.58
Building and Improvements	1,425,017.90	1,413,376.32
Computer Equipment	8,962.00	10,073.66
Construction in Progress	42,615.27	33,455.27
Furniture and Equipment	1,698.00	1,698.00
Land	734,289.94	734,289.94
Land improvements	75,870.00	17,545.00
Park equipment	191,230.76	171,130.76
Rental House	137,436.59	137,436.59
Total Fixed Assets	1,890,228.31	1,902,250.96
TOTAL ASSETS	2,878,336.44	2,738,649.47
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
Accounts Payable	6,909.44	11,237.21
Total Accounts Payable	6,909.44	11,237.21
Other Current Liabilities		
Accrued payroll	7,939.35	4,599.02
Deferred revenue - ad valorem	1,571.66	999.37
Payroll Liabilities	135.94	127.38
Prepaid taxes	27.03	26.02
Security deposit - rental house	1,450.00	1,450.00
Total Other Current Liabilities	11,123.98	7,201.79
Total Current Liabilities	18,033.42	18,439.00
Long Term Liabilities		
Cumulative rent reserve	26,701.50	6,520.00
Note payable on park land	360,000.00	440,000.00
Total Long Term Liabilities	386,701.50	446,520.00
Total Liabilities	404,734.92	464,959.00
Equity		
Allocated equity rent reserve	-26,701.50	-6,520.00

27

11:29 AM

05/03/25

Accrual Basis

Town of Fairview
Balance Sheet
As of April 30, 2025

	<u>Apr 30, 25</u>	<u>Apr 30, 24</u>
Amount to be provided for LTD	-360,000.00	-440,000.00
Equity		
Fixed assets	1,890,228.31	1,902,250.96
Total Fund Balance	<u>1,207,568.00</u>	<u>1,207,568.00</u>
Total Equity	3,097,796.31	3,109,818.96
Retained Earnings	-135,068.46	-331,635.09
Net Income	<u>-102,424.83</u>	<u>-57,973.40</u>
Total Equity	<u>2,473,601.52</u>	<u>2,273,690.47</u>
TOTAL LIABILITIES & EQUITY	<u><u>2,878,336.44</u></u>	<u><u>2,738,649.47</u></u>

Town of Fairview
Operating Actual vs Budget
Year ended 06/30/25

	<u>Operating</u>	Budget	Actual Fav to Budget
Ordinary Income/Expense			
Income			
Ad Valorem taxes	122,854.67	116,000.00	6,854.67
Alcoholic beverage	0.00	14,000.00	-14,000.00
Donation	6,082.20		6,082.20
Festival income - vendors, etc	2,020.00		2,020.00
Fund balance appropriated		49,556.00	-49,556.00
Interest on delinquent taxes	606.93		606.93
Investment income	6,976.46		6,976.46
Motor vehicle taxes	12,756.70	14,000.00	-1,243.30
Rent reserve for park capital items	16,690.00	20,000.00	-3,310.00
Sales and use tax	49,401.57	57,000.00	-7,598.43
Utility Franchise taxes	94,558.30	130,000.00	-35,441.70
Zoning fees	12,700.00	17,000.00	-4,300.00
Total Income	324,646.83	417,556.00	-92,909.17
Expense			
Advertising and Promotion	223.88	1,000.00	776.12
Audit fees	10,795.00	10,000.00	-795.00
Bank Service Charges	105.81	500.00	394.19
Capital outlay - Park	3,600.00	0.00	-3,600.00
Capital outlay - Office renovation	11,427.20	12,000.00	572.80
Capital outlay - Rental house	12,500.00		
Capital outlay - Park 2			
Debt repayment	55,600.00	55,600.00	0.00
Dues and Subscriptions	6,118.00	6,200.00	82.00
Festival expense	10,160.37	20,000.00	9,839.63
Grants	2,500.00	3,000.00	500.00
Insurance Expense	9,631.00	8,200.00	-1,431.00
Internet and website	6,758.77	11,000.00	4,241.23
Legal fees	8,041.30	10,000.00	1,958.70
Miscellaneous Expense	-206.17	2,000.00	2,206.17
Office expense	26,012.03	39,000.00	12,987.97
Office utilities	6,740.13	6,500.00	-240.13
Park Maintenance	35,526.63	55,000.00	19,473.37
Park Utilities	5,845.58	5,200.00	-645.58
Payroll Expenses	132,954.32	57,809.00	-75,145.32
Payroll Taxes	0.00	10,422.00	10,422.00
Planning and zoning	0.00	56,981.00	56,981.00
Professional Fees	11,738.73	7,000.00	-4,738.73
Rental house repairs, etc	1,823.34	2,000.00	176.66
Salaries - Park	0.00	21,444.00	21,444.00
Solid Waste Manage cost share	0.00	8,000.00	8,000.00
Tax collection fees	1,797.39	2,200.00	402.61
Telephone Expense	394.83	1,000.00	605.17

Town of Fairview
Operating Actual vs Budget
Year ended 06/30/25

	<u>Operating</u>	<u>Budget</u>	<u>to Budget</u>
Training expense	0.00	500.00	500.00
Travel expense	0.00	0.00	0.00
Zoning administration	6,520.08	5,000.00	-1,520.08
Total Expense	<u>366,608.22</u>	<u>417,556.00</u>	50,947.78
Net Ordinary Income	-41,961.39	0.00	-41,961.39
Net Income	<u><u>-41,961.39</u></u>		

11:39 AM

05/03/25

Accrual Basis

Town of Fairview
Transactions by Account
As of April 30, 2025

Type	Date	Num	Name	Memo	Debit	Credit	Balance
First National Bank							476,300.01
Deposit	03/31/2025			Interest	163.25		476,463.26
Bill Pmt -Check	04/03/2025	104811	Mangum Constructio...	Parking lot for Town Hall		16,863.00	459,600.26
Deposit	04/03/2025			Deposit	100.00		459,700.26
Deposit	04/04/2025			Deposit	175.00		459,875.26
Deposit	04/04/2025			Deposit	1,398.34		461,273.60
Deposit	04/05/2025			Deposit	1,305.00		462,578.60
Deposit	04/05/2025			Deposit	225.00		462,803.60
Deposit	04/05/2025			Deposit	75.00		462,878.60
Bill Pmt -Check	04/08/2025	104812	Alfred Benesch & Co...	Bidding for amphitheater work		4,653.64	458,224.96
Bill Pmt -Check	04/08/2025	104813	Brian C. Austin	Park repairs		500.00	457,724.96
Bill Pmt -Check	04/08/2025	104814	Brown Creek Graphi...	Fishing sign		69.55	457,655.41
Bill Pmt -Check	04/08/2025	104815	City of Charlotte	Cost sharing for CRTPO		2,094.00	455,561.41
Bill Pmt -Check	04/08/2025	104816	CompuNetwork			361.58	455,199.83
Bill Pmt -Check	04/08/2025	104817	Cox Law Firm, PLLC			1,125.00	454,074.83
Bill Pmt -Check	04/08/2025	104818	Gary Wilfong			452.25	453,622.58
Bill Pmt -Check	04/08/2025	104819	Taylor's Landscapin...	Lawn Maintenance		3,458.33	450,164.25
Bill Pmt -Check	04/08/2025	104820	Taylor Stegall			200.00	449,964.25
Bill Pmt -Check	04/08/2025	104821	Union County Public...			211.76	449,752.49
Bill Pmt -Check	04/08/2025	104822	Alfred Benesch & Co...	PARTF Assistance		4,736.23	445,016.26
Paycheck	04/08/2025	104824	Darrell H. Baucom			723.60	444,292.66
Paycheck	04/08/2025	104830	Michael L. Starnes			1,715.53	442,577.13
Paycheck	04/08/2025	104834	Teresa Gregorius			1,209.05	441,368.08
Paycheck	04/08/2025	104825	David M Link			138.53	441,229.55
Paycheck	04/08/2025	104826	Edward D. Humphries			2,518.15	438,711.40
Paycheck	04/08/2025	104827	Gary H. Wilfong			184.70	438,526.70
Paycheck	04/08/2025	104828	John A. Biggers, Jr.			138.53	438,388.17
Paycheck	04/08/2025	104829	Kerry K. Price			138.53	438,249.64
Paycheck	04/08/2025	104831	Patricia H. Kindley			138.53	438,111.11
Paycheck	04/08/2025	104832	Spencer L. Thomas			858.77	437,252.34
Paycheck	04/08/2025	104833	Tania Hernandez Vir...			726.70	436,525.64
Liability Check	04/08/2025	To Print	IRS	55-0789092		3,477.96	433,047.68
Liability Check	04/08/2025	To Print	NC Dept of Revenue	600391020		302.00	432,745.68
Bill Pmt -Check	04/08/2025	104835	N Focus	March activity		535.12	432,210.56
Check	04/08/2025	104836	Dean Trull Construct...	Park repairs		373.63	431,836.93
Check	04/08/2025	104837	Signs Now	Fishing sign for Park		64.05	431,772.88
Check	04/08/2025	104838	Piedmont Middle Sc...	Donation to school athletics		500.00	431,272.88
Deposit	04/08/2025			Deposit	75.00		431,347.88
Check	04/08/2025	Draft	Waste Management	Dumpster service		110.29	431,237.59
Bill Pmt -Check	04/10/2025	104839	Brown Creek Graphi...	Fishing sign for Park		69.55	431,168.04
Bill Pmt -Check	04/10/2025	104840	FNB Commercial Cr...	Credit card bill payment		447.84	430,720.20
Check	04/14/2025	Draft	Duke Energy	Park utilities	0.00		430,720.20
Check	04/14/2025	Draft	Duke Energy	office	0.00		430,720.20
Check	04/14/2025	Draft	Duke Energy	Park power		471.50	430,248.70
Check	04/14/2025	Draft	Duke Energy			505.18	429,743.52
Deposit	04/14/2025			Deposit	4,297.44		434,040.96
Deposit	04/15/2025			Deposit	75.00		434,115.96
Deposit	04/15/2025			Deposit	300.00		434,415.96
Deposit	04/15/2025			Deposit	100.00		434,515.96
Deposit	04/15/2025			Deposit	1,305.00		435,820.96
Deposit	04/17/2025			Deposit	225.00		436,045.96
Deposit	04/21/2025			Deposit	1,421.25		437,467.21
Check	04/22/2025	Draft	Charter Communicat...	Phone, internet, etc		250.00	437,217.21
Deposit	04/24/2025			Deposit	75.00		437,292.21
Bill Pmt -Check	04/25/2025	104841	Anticimex Carolinas ...	bi-monthly pest control		150.94	437,141.27
Deposit	04/27/2025			Deposit	75.00		437,216.27
Deposit	04/29/2025			Deposit	350.00		437,566.27
Deposit	04/30/2025			Interest	148.58		437,714.85
Total First National Bank					11,888.86	50,474.02	437,714.85
TOTAL					11,888.86	50,474.02	437,714.85

31

11:39 AM

05/03/25

Accrual Basis

Town of Fairview
Transaction Detail By Account
 July 2024 through June 2025

Type	Date	Num	Adj	Name	Memo	Debit	Credit	Balance
Park Maintenance								
Bill	07/25/2024	07252...		Gary Wilfong_	Supplies from Lowes	624.70		624.70
Bill	07/26/2024	1701		Taylor's Landscaping Serv...	Lawn care	2,933.33		3,558.03
Bill	08/06/2024	08062...		Gary Wilfong_	Park supplies	36.96		3,594.99
Check	08/13/2024	104581		FNB Commercial Credit C...	Payment on credit card	1,003.16		4,598.15
Bill	09/03/2024	1722		Taylor's Landscaping Serv...	Lawn care	2,933.33		7,531.48
Check	09/10/2024	104610		FNB Commercial Credit C...		679.29		8,210.77
Bill	10/01/2024	1724		Taylor's Landscaping Serv...	Monthly lawn care	2,933.33		11,144.10
Check	10/08/2024	104636		Love Plumbing and Air Co...	Repair urinal at Park	747.21		11,891.31
Check	10/15/2024	104648		FNB Commercial Credit C...	Mulch = 1,939.90	2,011.64		13,902.95
Bill	10/28/2024	1736		Taylor's Landscaping Serv...	Lawn maintenance	2,933.33		16,836.28
Check	11/12/2024	104672		FNB Commercial Credit C...	Mostly mulch	2,002.53		18,838.81
Bill	12/02/2024	1754		Taylor's Landscaping Serv...	Lawn care	2,933.33		21,772.14
Bill	12/16/2024	958071		AMLDCO Inc.	Evaluate water lines	104.95		21,877.09
Bill	01/01/2025	4760		FNB Commercial Credit C...	Payment on credit card	125.98		22,003.07
Bill	01/02/2025	01022...		Brown Creek Graphics LLC	Logo on Kubota tracker	69.55		22,072.62
Bill	01/02/2025	1756		Taylor's Landscaping Serv...	Mowing	2,933.33		25,005.95
Bill	01/11/2025	3648		Medlin Electric Company, ...	GFIC outlet repair	206.80		25,212.75
Bill	02/03/2025	1767		Taylor's Landscaping Serv...	Park and office lawn care	2,933.33		28,146.08
Bill	03/03/2025	1772		Taylor's Landscaping Serv...	Lawn maintenance	2,933.33		31,079.41
Bill	03/27/2025	EL#860		Brian C. Austin	Park repairs	500.00		31,579.41
Bill	03/31/2025	1784		Taylor's Landscaping Serv...	Lawn Maintenance	2,933.33		34,512.74
Bill	04/01/2025	25048		Brown Creek Graphics LLC	Fishing sign	69.55		34,582.29
Bill	04/01/2025	4760		FNB Commercial Credit C...	Credit card bill payment	118.46		34,700.75
Bill	04/02/2025	0402025		Gary Wilfong_		452.25		35,153.00
Check	04/08/2025	104836		Dean Trull Construction & ...	Park repairs	373.63		35,526.63
Total Park Maintenance						35,526.63	0.00	35,526.63
TOTAL						35,526.63	0.00	35,526.63

32

11:38 AM

05/03/25

Accrual Basis

Town of Fairview Transaction Detail By Account

July 2024 through June 2025

Type	Date	Num	Adj	Name	Memo	Debit	Credit	Balance
Festival expense								
Check	10/08/2024	104638		Signs Now	Advertising for Festival	91.10		91.10
Check	10/08/2024	104639		Brian Minor	Parking for festival	500.00		591.10
Check	10/08/2024	104640		Todd Donaldson	Festival driver	140.00		731.10
Check	10/08/2024	104641		Grier Donaldson	Festival driver	140.00		871.10
Check	10/08/2024	104642		Jimmy Huntley	Festival DJ	300.00		1,171.10
Check	10/08/2024	104643		Union County Tractor Club	Festival parking	300.00		1,471.10
Check	10/08/2024	104644		Theresa Donaldson	Face painting	300.00		1,771.10
Check	10/15/2024	104648		FNB Commercial Credit Card	Credit card payment	189.77		1,960.87
Check	10/31/2024	104651		Brian Minor	Parking for festival	250.00		2,210.87
Check	11/12/2024	104672		FNB Commercial Credit Card	Credit card payment	1,930.49		4,141.36
Bill	11/15/2024	I-10654		Signs Now	Banners for festival	42.70		4,184.06
Bill	12/01/2024	4760		FNB Commercial Credit Card	Credit card bill	419.60		4,603.66
Check	12/10/2024	104706		Beth Greene	Festival - Grinch	250.00		4,853.66
Check	12/10/2024	104707		Brian Minor	Festival - Parking	500.00		5,353.66
Check	12/10/2024	104708		Jeff Campagna	Festival - Santa	250.00		5,603.66
Check	12/10/2024	104709		Jimmy Huntley	Festival - DJ	350.00		5,953.66
Bill	12/17/2024	12172...		Allison Plyler	Festival expenses	141.52		6,095.18
Bill	12/19/2024	12192...		John Biggers	Festival expenses	467.07		6,562.25
Bill	12/24/2024	12242...		American Legion Post 535	Advertising for Winter festival	500.00		7,062.25
Bill	01/01/2025	4760		FNB Commercial Credit Card	Payment on credit card	1,213.20		8,275.45
Bill	01/02/2025	01022...		Grier Donaldson	Festival help	80.00		8,355.45
Bill	01/02/2025	01022...		Todd Donaldson	Festival help	120.00		8,475.45
Bill	01/02/2025	01022...		Beth Greene	Festival help	150.00		8,625.45
Check	01/14/2025	105259		Ron Thomas	Expense reimbursement	26.63		8,652.08
Check	01/14/2025	105260		Garrett Cox	Festival labor	590.00		9,242.08
Check	01/14/2025	105261		Ronald Thomas	Festival labor	590.00		9,832.08
Check	01/14/2025	105262		Signs Now	Advertising	134.64		9,966.72
Check	02/03/2025	104764		Joshua H Presley	Replace lost check 104412	46.17		10,012.89
Bill	04/01/2025	4760		FNB Commercial Credit Card	Credit card bill payment	13.88		10,026.77
Bill	04/01/2025	25056		Brown Creek Graphics LLC	Fishing sign for Park	69.55		10,096.32
Check	04/08/2025	104837		Signs Now	Fishing sign for Park	64.05		10,160.37
Total Festival expense						10,160.37	0.00	10,160.37
TOTAL						10,160.37	0.00	10,160.37

11:37 AM

05/03/25

Accrual Basis

Town of Fairview
Transaction Detail By Account
 July 2024 through June 2025

Type	Date	Num	Adj	Name	Memo	Debit	Credit	Balance
Office expense								
Bill	07/08/2024	07082...		Perry Laney Septic Tank	pump septic tank	300.00		300.00
Bill	07/09/2024	07092...		Teresa Clontz	Cleaning town hall	100.00		400.00
Bill	07/16/2024	07162...		William L. Davis Jr.	Deposit on painting job	1,800.00		2,200.00
Bill	07/19/2024	07192...		Perry Laney Septic Tank	Pump septic tank	300.00		2,500.00
Bill	07/22/2024	07222...		Taylor Stegall	Cleaning	100.00		2,600.00
Check	07/25/2024	Draft		Great American Financial Services	Copier lease	178.11		2,778.11
Bill	07/26/2024	1701		Taylor's Landscaping Services Inc.	Lawn care	525.00		3,303.11
Check	07/31/2024	Draft		Great American Financial Services	Copier	178.11		3,481.22
Bill	07/31/2024	07312...		Teresa Clontz	Cleaning	100.00		3,581.22
Bill	08/01/2024	21997		Byrum Heating & AC, Inc.	HVAC repair	185.48		3,766.70
Bill	08/02/2024	08022...		Perry Laney Septic Tank	Pump septic tank	300.00		4,066.70
Check	08/13/2024	104581		FNB Commercial Credit Card	Payment on credit card	2,508.05		6,574.75
Bill	08/16/2024	2553820		Great American Financial Services	Copier purchase	684.36		7,259.11
Bill	08/19/2024	08192...		Perry Laney Septic Tank	Pump septic tank	300.00		7,559.11
Bill	08/22/2024	08222...		Patricia Kindley	Reimburse for gift cards	50.00		7,609.11
Bill	08/25/2024	08252...		William L. Davis Jr.	Advance on painting contract	800.00		8,409.11
Bill	08/27/2024	08272...		Taylor Stegall	Cleaning Town Hall	100.00		8,509.11
Bill	08/28/2024	08282...		Perry Laney Septic Tank	Pump septic tank	300.00		8,809.11
Bill	08/29/2024	5724335		Killingsworth Environmental	Pest control	150.94		8,960.05
Bill	09/03/2024	1722		Taylor's Landscaping Services Inc.	Pest control	525.00		9,485.05
Bill	09/10/2024	09102...		Teresa Clontz	Lawn care	100.00		9,585.05
Check	09/10/2024	104610		FNB Commercial Credit Card	Clean Town Hall	204.78		9,789.83
Bill	09/17/2024	24396		Brown Creek Graphics LLC	ACM with 3M graphics	160.50		9,950.33
Bill	09/23/2024	09232...		Taylor Stegall	Cleaning	100.00		10,050.33
Check	09/25/2024	Draft		Great American Financial Services	Copier rental	0.00		10,050.33
Bill	10/01/2024	10012...		Union County Register of Deeds	Sanders property	26.00		10,076.33
Bill	10/01/2024	1724		Taylor's Landscaping Services Inc.	Monthly lawn care	525.00		10,601.33
Bill	10/03/2024	10032...		Ed Humphries	Reimbursement of expenses	5.58		10,606.91
Bill	10/07/2024	10072...		Teresa Clontz	Cleaning	100.00		10,706.91
Check	10/15/2024	104647		William L. Davis Jr.	Final payment on painting	2,900.00		13,606.91
Check	10/15/2024	104648		FNB Commercial Credit Card	Credit card payment	306.09		13,913.00
Check	10/16/2024	104646		Killingsworth Environmental	Pest control	150.94		14,063.94
Check	10/17/2024	104650		Love Plumbing and Air Conditionin...	Invoice PR29538	388.34		14,452.28
Bill	10/17/2024	10172...		Taylor Stegall	Cleaning	100.00		14,552.28
Bill	10/22/2024	10222...		Taylor Stegall	cleaning	100.00		14,652.28
Bill	10/28/2024	1736		Taylor's Landscaping Services Inc.	Lawn maintenance	525.00		15,177.28
Bill	10/28/2024	AR161...		Vision Office Systems, Inc.	Copier	168.20		15,345.48
Bill	10/30/2024	10302...		Taylor Stegall	cleaning	100.00		15,445.48
Check	11/12/2024	104670		Taylor Stegall	Cleaning after election use	100.00		15,545.48
Check	11/12/2024	104671		Byrum Heating & AC, Inc.	Repair HVAC	205.49		15,750.97
Check	11/12/2024	104672		FNB Commercial Credit Card	Credit card payment	517.09		16,268.06
Bill	11/25/2024	11252...		Taylor Stegall	Cleaning	100.00		16,368.06
Bill	11/30/2024	AR162...		Vision Office Systems, Inc.	Copier charges	122.76		16,490.82
Bill	12/01/2024	4760		FNB Commercial Credit Card	Credit card bill	245.76		16,736.58
Bill	12/02/2024	1754		Taylor's Landscaping Services Inc.	Lawn care	525.00		17,261.58
Bill	12/08/2024	12082...		Patricia Kindley	Reimburse	45.00		17,306.58
Bill	12/09/2024	12092...		Taylor Stegall	Cleaning	100.00		17,406.58
Check	12/12/2024	Draft		Deluxe Business Forms	1,000 checks	517.64		17,924.22
Bill	12/16/2024	958071		AMLDco Inc.	Evaluate water lines	104.95		18,029.17
Bill	12/17/2024	6004061		Killingsworth Environmental	Pest control	150.94		18,180.11
Bill	12/22/2024	12222...		Taylor Stegall	Cleaning	100.00		18,280.11
Bill	01/01/2025	4760		FNB Commercial Credit Card	Payment on credit card	246.32		18,526.43
Bill	01/02/2025	01022...		Ed Humphries	Expense reimbursement	52.55		18,578.98
Bill	01/02/2025	1755		Taylor's Landscaping Services Inc.	Mowing	525.00		19,103.98
Bill	01/06/2025	10062...		Taylor Stegall	cleaning	100.00		19,203.98
Bill	01/13/2025	01132...		Darrell H. Baucom	Reimbursement of software e...	1,754.48		20,958.46
Bill	01/14/2025	KW832		Heat and Air Direct by Special T En...	HVAC Service	160.00		21,118.46
Bill	01/20/2025	01202...		Taylor Stegall	Cleaning office	100.00		21,218.46
Bill	01/21/2025	01212...		Union County Register of Deeds	Rodd Price	26.00		21,244.46
Bill	02/03/2025	1767		Taylor's Landscaping Services Inc.	Park and office lawn care	525.00		21,769.46
Bill	02/04/2025	02042...		Taylor Stegall	Cleaning office	100.00		21,869.46
Check	02/11/2025	104784		FNB Commercial Credit Card	Credit card payment	1,414.59		23,284.05
Bill	02/11/2025	3649595		Anticimex Carolinas LLC	Bi monthly pest control	150.94		23,434.99
Bill	02/18/2025	RT2413		Heat and Air Direct by Special T En...	Repairs	125.00		23,559.99
Bill	03/03/2025	1772		Taylor's Landscaping Services Inc.	Lawn maintenance	525.00		24,084.99
Bill	03/04/2025	03042...		Taylor Stegall	Cleaning	100.00		24,184.99
Check	03/11/2025	104810		FNB Commercial Credit Card	credit card payment	525.31		24,710.30
Bill	03/18/2025	03182...		Taylor Stegall	Cleaning	100.00		24,810.30
Bill	03/31/2025	03312...		Taylor Stegall	Cleaning for 03/31	100.00		24,910.30
Bill	03/31/2025	1784		Taylor's Landscaping Services Inc.	Lawn Maintenance	525.00		25,435.30
Bill	04/01/2025	4760		FNB Commercial Credit Card	Credit card bill payment	315.50		25,750.80
Check	04/08/2025	Draft		Waste Management	Dumpster service	110.29		25,861.09
Bill	04/22/2025	3803995		Anticimex Carolinas LLC	bi-monthly pest control	150.94		26,012.03
Total Office expense						26,012.03	0.00	26,012.03
TOTAL						26,012.03	0.00	26,012.03

34

Town of Fairview
Park Budget versus Actual
Grant 10441 - No expiration date
6/30/2025

	<u>Budget</u>	<u>Actual</u>	<u>Budget Variance</u>
Income:			
Grant from SCIF	250,000.00	250,000.00	-
Interest income on Grant funds		3,185.33	3,185.33
Sales tax refund		1,316.03	1,316.03
Total income	250,000.00	254,501.36	4,501.36
Expenditures:			
Design and estimate	35,000.00	33,500.27	1,499.73
Walking trail	30,000.00	15,825.00	14,175.00
Other construction	185,000.00		
Install lights around pond		19,562.80	
Install receptacles around pond		26,000.00	
Tree removal		16,500.00	
Total expenditures	250,000.00	111,388.07	138,611.93

Town of Fairview
Park Budget versus Actual
Grant 10442 Expires 06/30/2026
6/30/2025

	<u>Budget</u>	<u>Actual</u>	<u>Budget Variance</u>
Income:			
Grant from OSMB	250,000.00	250,000.00	-
Interest income on Grant Funds		937.54	937.54
Sales tax refund		1,356.75	1,356.75
Total income	250,000.00	252,294.29	2,294.29
Expenditures:			
Site plan for stage area	30,000.00	29,181.67	818.33
Stage and site improvements	114,000.00	11,726.15	102,273.85
RTV for maintenance	22,000.00	21,456.75	543.25
Utility building for Park	32,000.00	-	32,000.00
Parking improvements for Town Hall	37,000.00	16,863.00	20,137.00
Install HVAC unit at Town Hall	15,000.00	15,542.45	(542.45)
Total expenditures	250,000.00	94,770.02	155,229.98

36

[illegible]



**Town of Fairview
Fairview Park Facility Committee Meeting
April 10, 2025**

1. The following Fairview Park Facility Committee members were present: Daniel Allen, Jane Link, Penny Love, Mike Medlin, Zack Pigg, Bill Riffle. Absent: Kirk Ellison

Others present: Teresa Gregorius, Town Clerk

2. Invocation

3. Public Comments: None

4. Items of Business:

4.A. Park Project Update

- Contract Agreement with Union County regarding old fire department property: The contract to purchase a building and swap acreage with Union County was approved at the April Council meeting. Union County plans to use the remaining space for a satellite ambulance station.
- Building Acquisition: The town paid \$30,000 for the building, which was funded through grant money. The building is approximately 45 by 50 feet. It has a gravel floor, and there are plans to install a concrete floor in the future. An estimate of approximately \$22,000 for the concrete work.
- Amphitheater Project: The contract for site work and the slab for the amphitheater was approved at the April Council meeting. Rushing Contracting was the lowest bidder. The 40 by 40 pad and site work will cost \$227,000. The amphitheater will be located behind the pond.
- Grant Money: The town received \$500,000 in grant money for the park improvements in 2022 and 2023. After various projects at the park and the building purchase and amphitheater work, approximately \$35,000 will remain.

4.B. Upcoming Park Events

- Community Yard Sale: Scheduled for May 3rd, from 8 AM to 12 PM. Participants must bring their own tables and chairs. There is no charge for setting up.
- Fishing at the Pond: Starting May 1st, fishing will be allowed at the pond. Anglers must have a valid NC Wildlife fishing license. Those under 16 must be accompanied by a

licensed adult. The NC Wildlife Association will be assessing the pond and may restock it as needed.

- Music in the Park: Too Much Sylvia will perform on May 13th from 7 to 9 PM.
- Movie Night: Scheduled for September 6th, details to be determined. This event will also serve as a back-to-school kickoff.
- Christmas Festival: Planned for December 6th.
- Summer Activities for Kids: Two events are planned for elementary school children, including a science day and a music day. Dates will be determined after summer school schedules are finalized.
- The Fall Festival will not be held this year due to ongoing construction projects.

5. Approval of Minutes:

Jane Link made a motion to approve December 12, 2024, minutes. Mike Medlin seconded the motion. Committee members Allen, Link, Love, Medlin, Pigg, Riffle voted yes (6-0).

6. Adjournment

Respectfully submitted,

Teresa Gregorius
Town Clerk

Mike Medlin
Chairman

Approved this _____ day of _____ 2025

Town of Fairview



Town of Fairview Regular Council Meeting April 8, 2025 @ 6:30 pm

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

The following Council members were present: Mayor Gary Wilfong, Patricia Kindley, David Link and Kerry Price. Absent: John Biggers

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

2. Invocation

3. Pledge of Allegiance

4. Agenda Changes/Approval of Agenda

Teresa Gregorius stated she would like to add to "Items of Business" 8.E. Donation Request from Piedmont Middle School Athletics

Kerry Price made a motion to approve the agenda as amended. Patricia Kindley seconded the motion. Council members Kindley, Link and Price voted yes (3-0).

5. Approval of Consent Agenda:

- 5.A. Financial and Tax Reports--- *Report Accepted as Information*
- 5.B. Land Use Report---*Report Accepted as Information*
- 5.C. Fairview Park Facility March Draft Minutes (*No March Meeting*)
- 5.D. Planning Board March Draft Minutes (*No March Meeting*)
- 5.E. Approve Council Minutes for March 11, 2025
- 5.F. Approve Resolution for Cabarrus Stanly Union Regional Hazard Mitigation Plan
- 5.G. Approve Corrected 2025 Audit Contract with JB Watson & Co., PLLC and Authorize Mayor Wilfong to Sign
- 5.H. Approve Purging Old Zoning Permits 2012-2019
- 5.I. Approve Update to the Town of Fairview Park Ordinance (Omitting "No Fishing")
- 5.J. Approve Budget Workshop for May 13th @ 5:00 PM

Patricia Kindley made a motion to approve the consent agenda. David Link seconded the motion. Council members Kindley, Link and Price voted yes (3-0).

6. Public Comments: None

7. Presentations: None

8. Items of Business:

8.A. Discuss Park Amphitheater Bids --- Jon Woods, Benesch

Jon Woods with Benesch presented information on the bidding results for the amphitheater site work. Rushing Contracting Group was the low bid and Mr. Woods negotiated with the company and lowered the bid to \$228,060.36 and reviewed the bid with the Council. The Council discussed.

David Link made a motion to approve the amphitheater site work bid from Rushing Contracting Group for \$228,060.36 and authorize Mayor Wilfong to sign the contract. Patricia Kindley seconded the motion. Council members Kindley, Link and Price voted yes (3-0).

8.B. Approve Fairview Park Facility Committee Applications

Teresa Gregorius presented the application for Zack Pigg to fill a vacancy on the Fairview Park Facility Committee with a term to expire April 2028.

Patricia Kindley made a motion to approve Zack Pigg as a member of the Fairview Park Facility Committee with his term to expire April 2028. David Link seconded the motion. Council members Kindley, Link and Price voted yes (3-0).

8.C. Discuss Gold Branch Subdivision at Mill Grove Rd/Hwy 218 Possible Annexation by Stallings

Kerry Price reported on Senate Bill 219 regarding removing the cap on satellite annexations for the Town of Stallings, which would allow Stallings to annex the Gold Branch Subdivision. She had learned that SB 219 had been pulled but suggested that Fairview compose a letter to the Senate regarding the town's opposition to the bill.

Kerry Price made a motion to compose a letter opposing Senate Bill 219 and send to our senate representatives. Patricia Kindley seconded the motion. Council members Kindley, Link and Price voted yes (3-0).

8.D. Approve Agreement with Union County to Swap Land and Purchase Utility Building at the Old Fire Department Site

Ed Humphries presented the agreement from Union County to swap land and purchase the utility building at the old fire department site. Fairview would pay \$30,000 for the utility building (paid for through the state grant monies received). He informed the Council that

the town attorney and the county's attorney have reviewed and finalized the agreement. The Council discussed.

David Link made a motion to approve the agreement with Union County for land swap, purchase the utility building for \$30,000 (old fire department site) and authorize Mayor Wilfong to sign the agreement. Patricia Kindley seconded the motion. Council members Kindley, Link and Price voted yes (3-0).

8.E. Donation Request from Piedmont Middle School Athletics

Teresa Gregorius presented a request from Piedmont Middle School Athletics for a donation to help them purchase an RTV to assist them in moving equipment for games. There will be a 5K run/walk on May 10th starting at 7:00 AM to help raise funds. The Council discussed.

Patricia Kindley made a motion to approve a \$500 donation to Piedmont Middle School Athletics. David Link seconded the motion. Council members Kindley, Link and Price voted yes (3-0).

9. Council Comments:

Spencer Cox reminded everyone that there will be a Community Yard Sale at the park on May 3rd from 8:00 AM – 12:00. It is free to participate, you must bring your own tables/chairs.

Mayor Wilfong stated that the Easter Egg Hunt at the park was a success.

10. Adjournment

David Link made a motion to adjourn. Kerry Price seconded the motion. Council members Kindley, Link and Price voted yes (3-0).

Respectfully submitted,

Teresa Gregorius
Town Clerk

Gary Wilfong
Mayor

Approved this _____ day of _____, 2025



RESOLUTION OPPOSING HB765

WHEREAS, the bill has been introduced in the 2025 session of the North Carolina General Assembly, that undermine the fundamental authority for local planning and zoning and the ability of local elected officials to manage community growth as expressed by the Town of Fairview's residents for more than 20 years of community participation and input into Fairview's Comprehensive Plan; and

WHEREAS, this bill has been introduced without consultation with municipal elected officials, planning staff or local constituents on the negative impact they will have on community growth, property values, preserving community character and sound community planning; and

WHEREAS, this bill usurps current town planning and zoning ordinances that promote the health, safety, and general welfare of the residents of the Town of Fairview through its thoughtful and deliberate approach to manage growth as expressed in a number of our local planning documents including the town's comprehensive land use plan, small area plans, overlay development plans, greenway plan, parks master plan and other adopted plans; and

WHEREAS, this legislation would largely undo years of thoughtful and consistent local land-use planning and regulation, remove necessary local regulatory standards and in many cases allow unregulated development inconsistent with current local planning and zoning ordinances; and

WHEREAS, this legislation imposes inflexible rules statewide without regard to the differences between North Carolina's small towns and larger cities and how these rules will affect each community differently, often with negative consequences; and

WHEREAS, proposed changes in the local planning and zoning approval process will severely restrict or destroy the ability for residents to participate in the planning and zoning process; and

WHEREAS, provisions in this legislation will subject local elected and appointed officials to the threat of legal retribution having a chilling effect of discouraging well-intentioned individuals from serving in public office.

NOW, THEREFORE, BE IT RESOLVED, that the Fairview Town Council urges the sponsors of this legislation to reconsider HB765 and to consult with local municipalities to develop meaningful and appropriate solutions that does not usurp local authority and to respect the interest of the residents they represent.

BE IT FURTHER RESOLVED that the Town of Fairview calls upon local elected officials and residents across the state to voice their concerns to the North Carolina General Assembly and advocate for the preservation of local planning and zoning authority that align with local community values and sound long-term development goals.

Adopted and effective this the 13th day of May 2025 by the Town of Fairview Town Council.

Gary Wilfong, Mayor

ATTEST:

Teresa Gregorius, Town Clerk

42

Presentations:

Michael Harvey

N-FOCUS

N•FOCUS

April 23, 2025

Ed Humphries, Land Use Administrator
Town of Fairview
7400 Concord Highway
Fairview, NC 28110

Dear Ed,

Per your request, I have prepared this proposal based on staff input and my extensive discussion with you regarding the creation of a Unified Development Ordinance and Land Use Plan.

The following options are offered for your review and consideration. Should you have any questions, please advise.

Option "A" **Create New Unified Development Ordinance**

N-Focus will develop & recommend a new Unified Development Ordinance (UDO) including:

- 1) Preparation of an Official Zoning Map based on the outcome of the Land Use Plan & growth patterns analysis;
- 2) Creation of new land use, development, subdivision and site review regulations;
- 3) Development of new open space, landscape, parking, signage, tree protection, environmental, water quality, procedural and district standards & specifications;
- 4) Provision for the new ordinance in an electronic format for ease of amending by Town of Fairview, adding to Local Government website; and sending to prospective developers;
- 5) An updated Fee Schedule for development related activities;

N-Focus will:

- 1) Make one (1) presentation for recommendation at the Planning Board meeting and one (1) presentation at the Governing Board meeting to secure adoption;
- 2) Provide final ordinance in searchable PDF format for uploading to Local Government website; and
- 3) Co-ordinate printing of new Ordinance(s) and electronic versions of all work with Local Government Clerk.

The fee for **Option "A"** is Forty-Five Thousand and no/100's **(\$45,000.00)** dollars. Payment terms shall be negotiated upon acceptance of proposal with consideration given to Town's budget.

N•Focus, Inc.
315 South Main Street, Suite 200
Kannapolis, NC 28081
704.933.0772
NFfocusPlanning.org

44

Option "B" **Prepare BASIC "Minimum Fundamental Plan" (PLAN)**
to comply with NC G.S. 160D

N-Focus will:

- 1) Make (1) Onsite visit to Local Government jurisdiction for orientation / scoping meeting.
- 2) Conduct online survey required for community input.
- 3) Prepare Future Land Use Map (FLUM).
- 4) Prepare materials for Planning Board and Governing Board for public legislative hearing & adoption proceedings.
- 5) Make three (3) presentations to the Planning Board (with 3rd for recommendation) and one (1) presentation to the Governing Board for public legislative hearing & adoption.
- 6) Provide the new PLAN in an electronic format for website.

The fee for "**Option B**" shall be Twenty-Two Thousand Two Hundred and no/100's (**\$22,200.00**). Payment terms shall be negotiated upon acceptance of proposal with consideration given to Town's budget.

Potential additional charges as follows:

- 1) Printing and reproduction shall be provided by Town of Fairview. Any direct expenses (i.e. printing, postage, etc.) provided by Contractor personnel on behalf of Town of Fairview, shall be reimbursed at actual cost plus seven (7%) percent.
- 2) Travel cost to and from Local Government jurisdiction by Contractor personnel is included in the fee above. 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.
- 3) Travel cost to and from Local Government **plus time attending meetings that are not convened for lack of a quorum** shall be considered Out of Scope and are subject to the discounted hourly rate in the amount of **One Hundred Fifty and no/100's (\$150.00) dollars.**
- 4) **Services beyond the Scope** as defined which may be requested by Local Government are subject to the discounted hourly rate in the amount of **One Hundred Fifty and no/100's (\$150.00) dollars** and shall be invoiced by the hour monthly and billed in quarter-hour increments. Travel time to and from Local Government jurisdiction by Contractor personnel to perform additional services not included in Section A. is subject to the discounted hourly fee stated herein.
- 5) **Modifications after Planning Board** approval and recommendation shall be billed at the discounted hourly rate of **One Hundred Fifty and no/100's (\$150.00) dollars.**
- 6) **Any Public Engagement requested by Local Government** is priced at **Two Thousand and no/100's (\$2,000.00) dollars per session** depending on Local Government preferences and Contractor schedule.

Should your board approve our proposal, please return an executed copy of the Acceptance (page 3) of this proposal via e-mail. At which point, an agreement reflecting the approved option will be prepared for your review and your board's execution.

Thank you for the opportunity to submit this proposal. It is our pleasure to serve the Town of Fairview.

Patti Rader

Patti Rader, Manager
704.933.0772 office
Prader@NFocusPlanning.org

45

Ed Humphries
Town of Fairview
Re: UDO & LUP Proposal

April 23, 2025



ACCEPTANCE:

Patricia A. Rader

April 23, 2025

Patricia A. Rader, Manager
N-Focus, Inc.
704.933.0772 office
PRader@NFocusPlanning.org

Option "A" Create new Unified Development Ordinance

Initials: _____

Option "B" Prepare Basic "Minimum Fundamental Plan"

Initials: _____

ACCEPTED on behalf of the Local Government by:

Signature

Date

Printed name of authorized person signed above

Seal of the unit of Local Government

ATTEST:

Clerk to the Governing Board/Council

Date

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

Finance Officer

Date

46

Discuss Critical Intersection Hwy. 218 at Indian Trail Fairview Rd.

* MAY MEETING



10150 Mallard Creek Road, Suite 300 | Charlotte, NC 28262 | P 980.235.0011 | www.rkk.com

Union County Critical Intersections III

MEETING MINUTES

Meeting Purpose:	Outreach Summary Meeting 02		
Date and Time:	Tuesday, April 8, 2025 11:00 AM		
Location:	Union County Government Building/Virtual Meeting		
Attendance:	Name	Representing	Email
	Bjorn Hansen	Union County	bjorn.hansen@unioncountync.gov
	Robert C. Weltner	NCDOT	rcweltner@ncdot.gov
	Amelia Helms	NCDOT	achelms@ncdot.gov
	Theo Ghitea	NCDOT	tghitea@ncdot.gov
	Kendall Clanton	CRTPO	Kendall.Clanton@charlottenc.gov
	Ed Humphries	Fairview	ehumphries@fairviewnc.gov
	Will Auret	Monroe	wauret@monroenc.org
	Sarah McAllister	Monroe	smcallister@monroenc.org
	Vagn Hansen	Wesley Chapel	vhansen@benchmarkplanning.com
	Daniel Reisfeld	RK&K	dreisfeld@rkk.com
	Daniel Reisfeld	RK&K	dreisfeld@rkk.com
	Tris Ford	RK&K	tford@rkk.com
	Shreyas Bharadwaj	RK&K	sbharadwaj@rkk.com
	Erin Seals	RK&K	eseals@rkk.com
	Roman Prokopovych	RK&K	rprokopovych@rkk.com

The purpose of this meeting is to provide a summary of public outreach activities and survey results, and to select a preferred alternate for each site:

1. General

- All estimates are being updated to apply contingency to all items per CRTPO guidance
 - Previous estimates applied the contingency to base construction cost only
- NCDOT Admin percentage will also be applied to all items
 - NCDOT makes every effort to limit these costs for each project
- Updated estimates will be provided to all municipalities and the County
- Public outreach summary will be revised per Bjorn's comments and included in the final report

2. NC 218 at Indian Trail Fairview Rd (Fairview)

- Public favors roundabout option
- Town has no objections to this option, and it will move forward as the preferred alternate
 - Vertical slope along Indian Trail Fairview Road approaching the intersection is a concern
 - With a roundabout, the circle as well as approaches will need to be relatively flat
 - Detailed design will address this issue and should resolve concerns with approach grades
- Landscaping
 - Could be applied to central island if Town prefers
 - Will need a maintenance agreement with NCDOT
 - NCDOT Roadside Environmental Unit will review and approve plantings
 - Irrigation could be considered

- v. CRTPO to review and issue guidance related to applicability of grant funds for landscaping/irrigation

3. Franklin St at Johnson St (Monroe)

- a. Public favors addition of median, with the majority favoring the wider "Gateway" alternate
- b. A two-thirds majority of respondents also favor a companion/future project to install median from North West Street to North Charlotte Avenue
- c. City has no objections to this option, and it will move forward as the preferred alternate
 - i. City asked the design team to review the layout with Police and Fire to ensure that they have no concerns or potential delays in response if this option is installed
- d. Utility Poles at edge of travel
 - i. Several poles are close to existing curblines
 - ii. Design could potentially reduce lane or median width proposed to provide additional clearance to poles
 - iii. Would need to review truck traffic/size if lane widths are reduced
- e. Historic Commission
 - i. City will review with commission to determine if there are any specific preferences for project features related to lighting/lamp style or other aesthetic treatments

4. Waxhaw Indian Trail Rd at Billy Howey Rd (Wesley Chapel)

- a. Public favors signal on existing alignment option
- b. Vagn will review with Village Mayor to ensure there are no objections
 - i. (Post-meeting note) Confirmed with Village Mayor that the Village has no objections to this alternate and that the Village would prefer the design team/county to recommend the option that best fits the public feedback and objective analysis of the site

Action Items

- 1. RK&K – revise estimates and distribute
- 2. RK&K – revise outreach summary per comment and include with report

It is believed that the above represents a reasonably accurate transcription of the major activities that transpired at the subject meeting. Any revisions required or requested should be addressed to the undersigned within seven (7) days, as the foregoing is intended to be part of the record and is the basis upon which we intend to proceed.

Minutes prepared by:



Roman Prokopovych, P.E.
Project Manager
RK&K

cc: All Attendees
Project File

CONCEPTUAL DESIGNS
 SUBJECT TO CHANGE WITHOUT NOTICE
 FOR PRELIMINARY STUDY PURPOSES ONLY.

PRELIMINARY PLANS
 DO NOT USE FOR CONSTRUCTION.

INCOMPLETE PLANS
 DO NOT USE FOR R/W ACQUISITION.

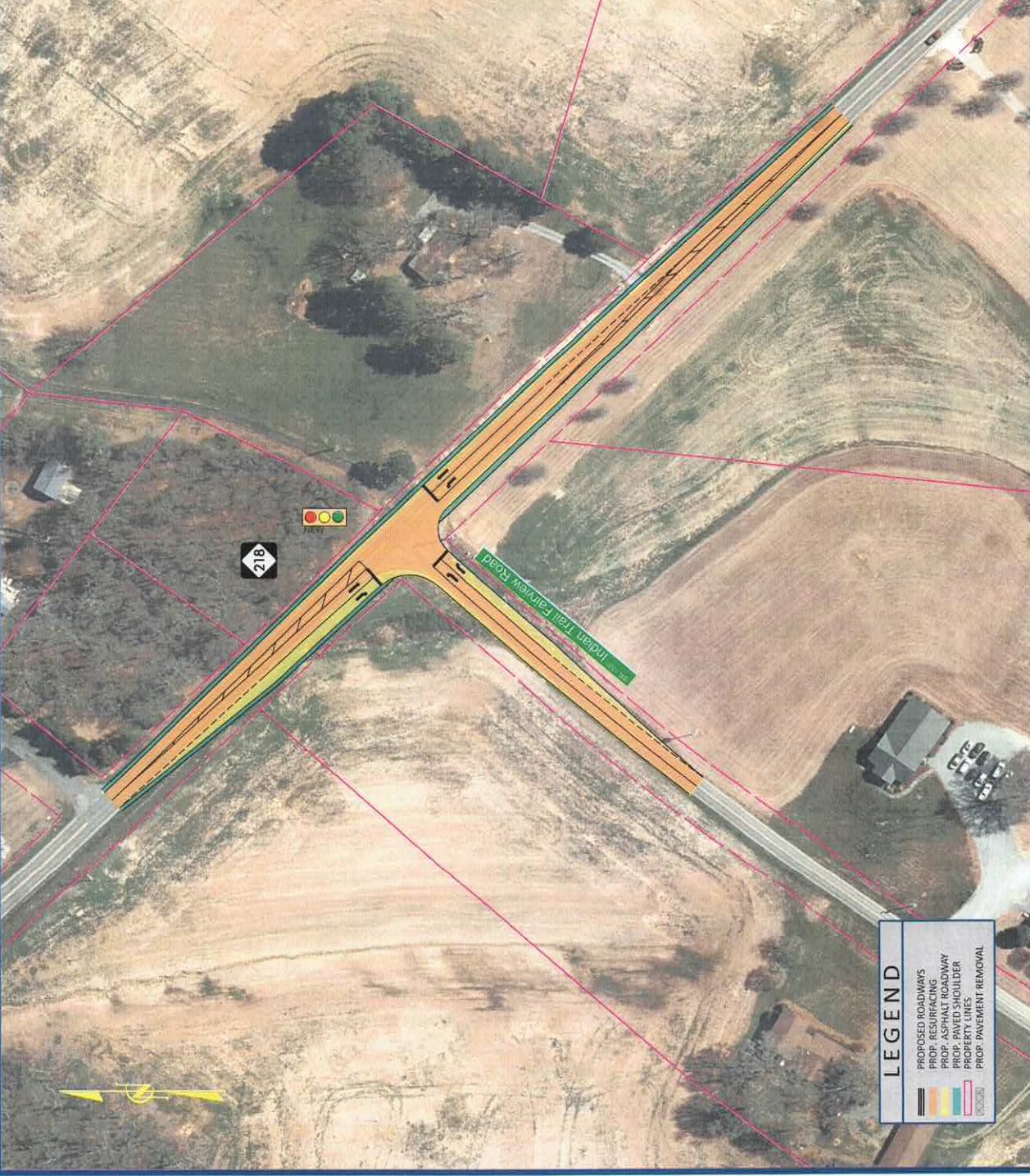
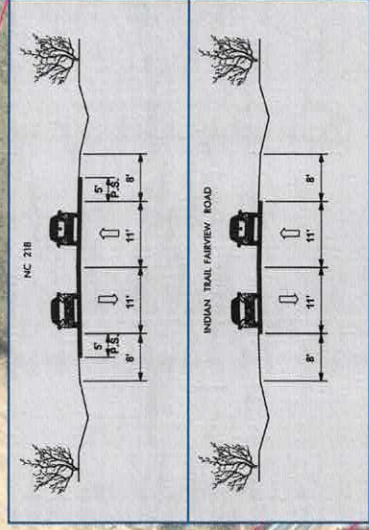
Alternative 1
**Indian Trail Fairview Rd/
 NC 218**
 Proposed Traffic Signal and Left Turn Lane

UNION COUNTY

UNION COUNTY
 NORTH CAROLINA

RK&K
 PREPARED FOR
 UNION COUNTY

AMERICAN
 Engineering



LEGEND

- PROPOSED ROADWAYS
- PROP. RESURFACING
- PROP. SHOULDER
- PROP. PAVED SHOULDER
- PROPERTY LINES
- PROP. PAVEMENT REMOVAL

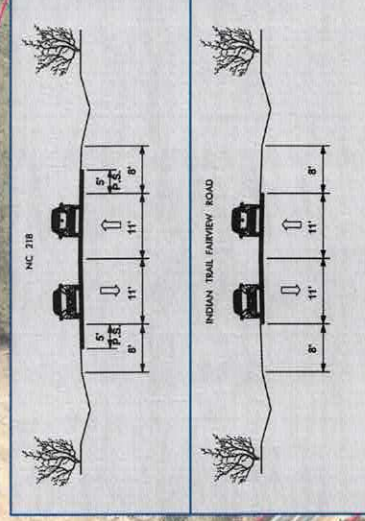
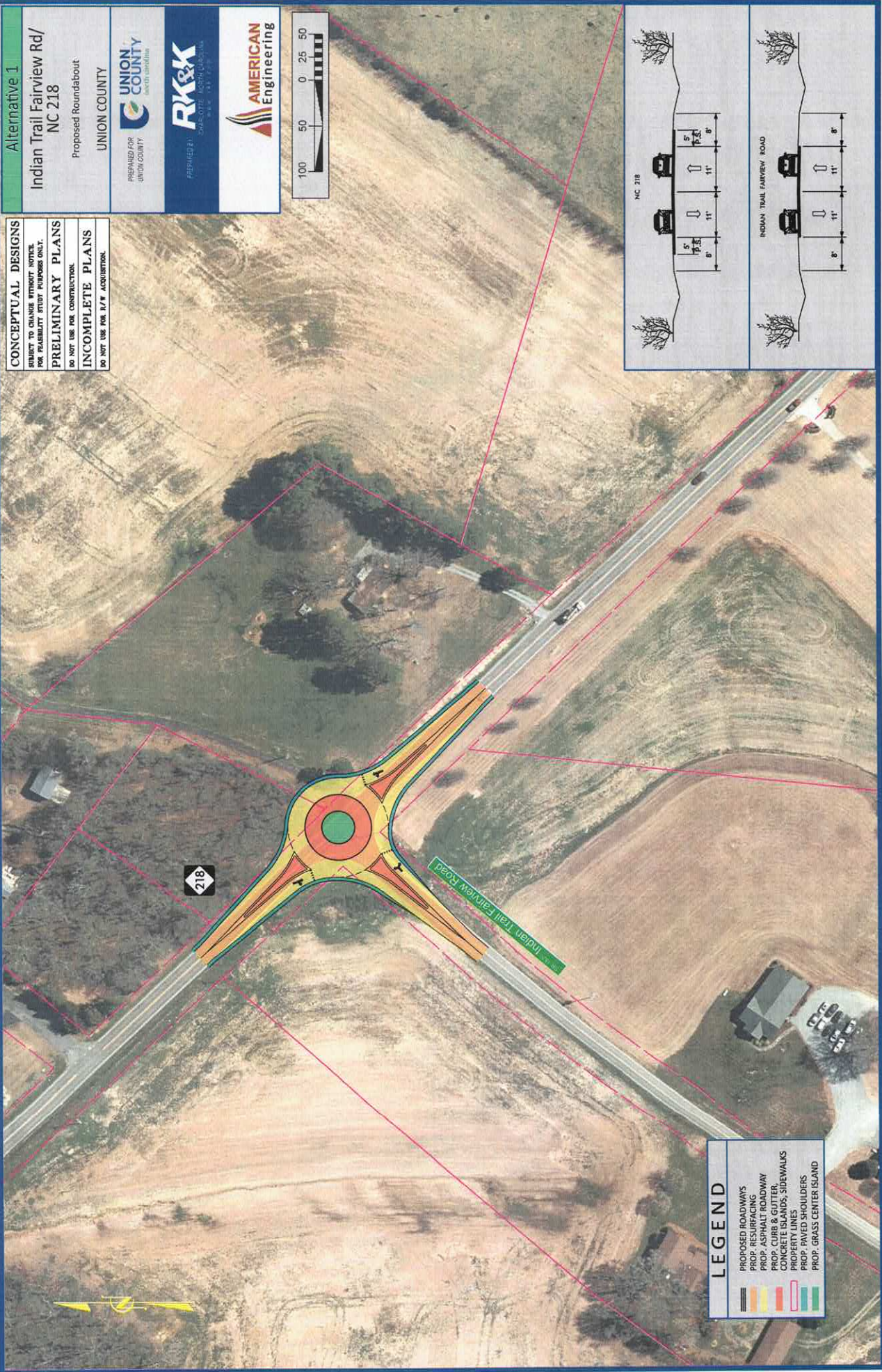
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 DO NOT USE FOR B.Y.W. ACQUISITION.

Alternative 1
 Indian Trail Fairview Rd/
 NC 218
 Proposed Roundabout
 UNION COUNTY

PREPARED FOR
 UNION COUNTY
 NORTH CAROLINA

RK&K
 PREPARED BY
 CHARLOTTE, NORTH CAROLINA
 704.535.7777

AMERICAN
 Engineering



LEGEND

- PROPOSED ROADWAYS
- PROP. RESURFACING
- PROP. ASPHALT ROADWAY
- PROP. CURB & GUTTER
- CONCRETE ISLANDS, SIDEWALKS
- PROPERTY LINES
- PROP. PAVED SHOULDERS
- PROP. GRASS CENTER ISLAND

51

Discuss HB765