

Agenda

Town of Fairview



Agenda

Council Meeting

July 14, 2026 @ 6:30 pm

Meeting will be in the Fairview Town Hall Meeting Room

- 1. Call the meeting to order: --- Mayor Wilfong**
- 2. Invocation**
- 3. Pledge of Allegiance**
- 4. Agenda Changes**
 - 4.A. Approval of Agenda
- 5. Approval of Consent Agenda:**
 - 5.A. Financial and Tax Reports--- *Report Accepted as Information (including Pending Bills documentation provided at meeting)*
 - 5.B. Land Use Report---*Report Accepted as Information*
 - 5.C. Fairview Park Facility June Draft Minutes *(No June Meeting)*
 - 5.D. Planning Board June Draft Minutes *(No June Meeting)*
 - 5.E. Approve Council Minutes for June 9, 2026
- 6. Public Comments**
- 7. Presentations: None**

Agenda

8. Items of Business:

8.A. Discuss Additional Maintenance Staffing

8.B. Discuss Renovation of the Remaining Room

8.C. Discuss Potential Vendor Contracts for Town Services

8.D. Discuss Proposed Amphitheater

8.E. Discuss Rental Agreements for Park Picnic Shelter and Town Hall Rooms

9. Council Comments:

10. Adjournment

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

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

Consent Agenda

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

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

Town of Fairview
Balance Sheet
As of June 30, 2026

	Jun 30, 26	Jun 30, 25
ASSETS		
Current Assets		
Checking/Savings		
First National Bank	55,717.42	401,879.39
Total Checking/Savings	55,717.42	401,879.39
Other Current Assets		
Franchise Tax Receivable	29,239.48	29,239.48
Investments		
Investments NCCMT	529,678.97	511,392.08
Total Investments	529,678.97	511,392.08
Prepaid assets	1,904.00	9,309.00
Sales Tax Receivable	9,887.97	9,887.97
Sales tax refund	0.00	1,141.36
Sales tax refund - Park grant	0.00	2,148.54
Taxes receivable	1,024.02	1,024.02
Taxes receivable - ad valorem	-499.58	124.14
Taxes receivable - motor veh	1,414.17	1,414.17
Total Other Current Assets	572,649.03	565,680.76
Total Current Assets	628,366.45	967,560.15
Fixed Assets		
Accumulated Depreciation	-841,618.08	-841,618.08
Building and Improvements	1,476,987.55	1,476,987.55
Computer Equipment	8,962.00	8,962.00
Construction in Progress	276,696.91	276,696.91
Furniture and Equipment	1,698.00	1,698.00
Land	739,289.94	739,289.94
Land improvements	92,733.00	92,733.00
Park equipment	201,247.76	201,247.76
Rental House	159,953.84	159,953.84
Total Fixed Assets	2,115,950.92	2,115,950.92
TOTAL ASSETS	2,744,317.37	3,083,511.07
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
Accounts Payable	11,245.14	224,191.43
Total Accounts Payable	11,245.14	224,191.43
Other Current Liabilities		
Accrued payroll	8,104.25	8,104.25
Deferred revenue - ad valorem	87.27	1,024.02
Payroll Liabilities	220.58	0.00
Security deposit - rental house	1,450.00	1,450.00
Total Other Current Liabilities	9,862.10	10,578.27
Total Current Liabilities	21,107.24	234,769.70
Long Term Liabilities		
Cumulative rent reserve	46,901.50	46,901.50
Note payable on park land	360,000.00	360,000.00
Total Long Term Liabilities	406,901.50	406,901.50
Total Liabilities	428,008.74	641,671.20
Equity		
Allocated equity rent reserve	-46,901.50	-46,901.50
Amount to be provided for LTD	-360,000.00	-360,000.00

Town of Fairview
Balance Sheet
As of June 30, 2026

	Jun 30, 26	Jun 30, 25
Equity		
Fixed assets	2,115,950.92	2,115,950.92
Total Fund Balance	1,207,568.00	1,207,568.00
Total Equity	3,323,518.92	3,323,518.92
Retained Earnings	-474,777.55	-135,068.46
Net Income	-125,531.24	-339,709.09
Total Equity	2,316,308.63	2,441,839.87
TOTAL LIABILITIES & EQUITY	2,744,317.37	3,083,511.07

Town of Fairview
Operating Actual vs Budget
Year ended 06/30/26

	<u>Operating</u>	Budget	Actual Fav to Budget
Ordinary Income/Expense			
Income			
Ad Valorem taxes	190,705.90	179,000.00	11,705.90
Alcoholic beverage	14,551.24	14,500.00	51.24
Donation	11,730.62	0.00	11,730.62
Festival income - vendors, etc	1,005.00	0.00	1,005.00
Fund balance appropriated		139,412.00	-139,412.00
Interest on delinquent taxes	764.58		764.58
Investment income	18,586.82	19,000.00	-413.18
Miscellaneous income		16,000.00	-16,000.00
Motor vehicle taxes	16,853.64	16,000.00	853.64
Rent reserve for park capital items	19,747.20	17,500.00	2,247.20
Sales and use tax	59,573.88	58,000.00	1,573.88
Summer camp fees	2,980.00		2,980.00
Utility Franchise taxes	130,270.07	126,250.00	4,020.07
Zoning fees	15,000.00	13,500.00	1,500.00
Total Income	481,768.95	599,162.00	-117,393.05
Expense			
Advertising and Promotion	607.28	1,000.00	392.72
Audit fees	11,700.00	12,000.00	300.00
Bank Service Charges	760.00	700.00	-60.00
Capital Outlay - Office Reno	18,734.51	20,000.00	1,265.49
Capital outlay - Park		21,000.00	21,000.00
Capital outlay - Park 2		0.00	0.00
Debt repayment	54,040.00	54,040.00	0.00
Dues and Subscriptions	6,363.00	6,500.00	137.00
Elections expense	4,644.65	5,000.00	355.35
Festival expense	27,129.52	30,000.00	2,870.48
Grants	500.00	1,000.00	500.00
Insurance Expense	10,130.29	11,000.00	869.71
Internet and website	15,975.20	17,000.00	1,024.80
Legal fees	46,028.66	50,000.00	3,971.34
Miscellaneous Expense	320.70	2,000.00	1,679.30
Office expense	34,514.58	37,000.00	2,485.42
Office utilities	5,735.98	9,000.00	3,264.02
Park Maintenance	46,659.31	50,000.00	3,340.69
Park Utilities	7,734.73	8,000.00	265.27
Payroll Expenses	84,259.24	84,776.00	516.76
Payroll Taxes	14,890.16	16,004.00	1,113.84
Planning and zoning	76,174.81	77,000.00	825.19
Postage	11.35	0.00	-11.35
Professional Fees	1,461.00	2,500.00	1,039.00
Rental house repairs, etc		1,000.00	1,000.00
Salaries - Park	35,183.84	37,742.00	2,558.16

6

Town of Fairview
Operating Actual vs Budget
Year ended 06/30/26

	<u>Operating</u>	<u>Budget</u>	<u>to Budget</u>
Solid Waste Manage cost share	8,000.00	8,000.00	0.00
Tax collection fees	2,719.95	3,000.00	280.05
Telephone Expense	711.58	1,000.00	288.42
Training expense	0.00	500.00	500.00
Travel expense	0.00	0.00	0.00
Zoning administration	8,691.67	10,000.00	1,308.33
Zoning code update	22,400.00	22,400.00	0.00
Total Expense	<u>546,082.01</u>	<u>599,162.00</u>	53,079.99
Net Ordinary Income	<u>-64,313.06</u>	0.00	-64,313.06
Net Income	<u><u>-64,313.06</u></u>		

10:47 AM

07/07/26

Accrual Basis

Town of Fairview Transactions by Account

As of June 30, 2026

Type	Date	Num	Adj	Name	Memo	Clr	Debit	Credit	Balance
First National Bank									
Check	05/31/2026				Service Charge	X		80.00	51,229.55
Deposit	05/31/2026				Interest	X	11.23		51,149.55
Check	05/31/2026	Bill pay		Lancaster News, Pageland P...	Public hearing	X		132.00	51,160.78
Check	06/01/2026	Draft		Verizon Wireless	Jim King phone	X		83.08	51,028.78
Check	06/01/2026	Draft		Spectrum		X		259.62	50,945.70
Check	06/01/2026	Bill pay		FNB Commercial Credit Card	payment on credit card	X		2,722.16	50,686.08
Deposit	06/04/2026				Deposit	X	400.00		47,963.92
Bill Pmt -Check	06/05/2026	105064		KellyThomas	Cleaning for 03/16 and 04/06	X		200.00	48,363.92
Bill Pmt -Check	06/05/2026	105065		Too Much Sylvia	Performance fee for festival	X		1,250.00	48,163.92
Bill Pmt -Check	06/05/2026			Union County Solid Waste	Accrual for 24-25	X		8,000.00	46,913.92
Deposit	06/05/2026				Deposit	X	125.00		38,913.92
Check	06/05/2026	Draft		Duke Energy	Storage building power	X		44.59	39,038.92
Liability Check	06/08/2026			QuickBooks Payroll Service	Created by Payroll Service ...	X		16,341.86	38,994.33
Deposit	06/08/2026				Deposit	X	220.27		22,652.47
Bill Pmt -Check	06/09/2026			Alfred Benesch & Company	Park Amphitheater design	X		460.09	22,872.74
Bill Pmt -Check	06/09/2026			CompuNetwork		X		516.97	22,412.65
Bill Pmt -Check	06/09/2026			Cox Law Firm, PLLC		X		82.50	21,895.68
Bill Pmt -Check	06/09/2026			N Focus	April activity	X		380.75	21,813.18
Bill Pmt -Check	06/09/2026			Taylor's Landscaping Servic...		X		3,558.33	21,432.43
Paycheck	06/09/2026	DD1148		Michael L. Starnes	Direct Deposit	X	0.00		17,874.10
Paycheck	06/09/2026	DD1152		Teresa Gregorius	Direct Deposit	X	0.00		17,874.10
Paycheck	06/09/2026	DD1141		Darrell H. Baucom	Direct Deposit	X	0.00		17,874.10
Paycheck	06/09/2026	DD1142		David M Link	Direct Deposit	X	0.00		17,874.10
Paycheck	06/09/2026	DD1143		Edward D Humphries	Direct Deposit	X	0.00		17,874.10
Paycheck	06/09/2026	DD1144		Gary H Wilfong	Direct Deposit	X	0.00		17,874.10
Paycheck	06/09/2026	DD1145		James D King	Direct Deposit	X	0.00		17,874.10
Paycheck	06/09/2026	DD1146		John A Biggers, Jr.	Direct Deposit	X	0.00		17,874.10
Paycheck	06/09/2026	DD1147		Kerry K Price	Direct Deposit	X	0.00		17,874.10
Paycheck	06/09/2026	DD1149		Patricia H. Kindley	Direct Deposit	X	0.00		17,874.10
Paycheck	06/09/2026	DD1150		Spencer L. Thomas	Direct Deposit	X	0.00		17,874.10
Paycheck	06/09/2026	DD1151		Tania Hernandez Virgili	Direct Deposit	X	0.00		17,874.10
Liability Check	06/09/2026	To Print		IRS		X		5,696.72	12,177.38
Liability Check	06/09/2026	To Print		NC Dept of Revenue		X		612.00	11,565.38
Bill Pmt -Check	06/09/2026	105067		Ronald Thomas		X		300.00	11,265.38
Check	06/09/2026	105068		Interlocal Risk Financing	Deductible on insurance claim	X		83.00	11,182.38
Check	06/09/2026	105069		Spencer Thomas	Reimbursement for cookies ...	X		30.00	11,152.38
Check	06/09/2026	Draft		Waste Management	Waste disposal	X		149.99	11,002.39
Deposit	06/12/2026				Deposit	X	36,344.43		47,346.82
Deposit	06/12/2026				Deposit	X	5,350.98		52,697.80
Deposit	06/16/2026				Deposit	X	175.00		52,872.80
Check	06/16/2026	Draft		Duke Energy	Office	X		315.46	52,557.34
Check	06/16/2026	Draft		Duke Energy	Park	X		577.35	51,979.99
Deposit	06/17/2026				Deposit	X	1,600.50		53,580.49
Deposit	06/18/2026				Deposit	X	100.00		53,680.49
Deposit	06/24/2026				Deposit	X	75.00		53,755.49
Deposit	06/25/2026				Deposit	X	125.00		53,880.49
Deposit	06/25/2026				Deposit	X	125.00		54,005.49
Deposit	06/25/2026				Deposit	X	1,305.00		55,310.49
Deposit	06/25/2026				Deposit	X	275.00		55,585.49
Deposit	06/30/2026				Deposit	X	200.00		55,785.49
Check	06/30/2026				Service Charge	X		80.00	55,705.49
Deposit	06/30/2026				Interest	X	11.93		55,717.42
Total First National Bank							46,444.34	41,956.47	55,717.42
TOTAL							46,444.34	41,956.47	55,717.42

10:48 AM

07/07/26

Accrual Basis

Town of Fairview
Transaction Detail By Account
 July 2025 through June 2026

Type	Date	Num	Adj	Name	Memo	Clr	Debit	Credit	Balance
Office expense									
Bill	07/07/2025	07072025		Taylor Stegall	Cleaning		100.00		100.00
Check	07/08/2025	Draft		Waste Management	Garbage pick up		118.79		218.79
Bill	07/22/2025	07222025		Gary Wilfong	Vacuum cleaner for office		203.75		422.54
Bill	08/01/2025	4760		FNB Commercial Credit C...	Credit card payment		303.09		725.63
Bill	08/05/2025	08052025		Taylor Stegall	Cleaning		100.00		825.63
Bill	08/06/2025	1824		Taylor's Landscaping Ser...	Normal		525.00		1,350.63
Check	08/06/2025	Draft		Waste Management			118.79		1,469.42
Bill	08/12/2025	25259		Brown Creek Graphics LLC	Signage for utility building		647.35		2,116.77
Bill	08/19/2025	08192025		Taylor Stegall	Cleaning		100.00		2,216.77
Bill	08/19/2025	4135454		Anticimex Carolinas LLC	Pest control		150.94		2,367.71
Bill	09/02/2025	1841		Taylor's Landscaping Ser...	Monthly lawn maintenance		525.00		2,892.71
Bill	09/02/2025	09022025		Taylor Stegall	cleaning		100.00		2,992.71
Bill	09/09/2025	09092025		Gary Wilfong	Fairview open house (meeting)		64.02		3,056.73
Bill	09/09/2025	4760		FNB Commercial Credit C...	Amazon prime		16.00		3,072.73
Check	09/09/2025	Draft		Waste Management	Garbage		118.79		3,191.52
Check	09/11/2025	104979		Union County Register of ...	Pamela Rowell		26.00		3,217.52
Bill	09/15/2025	09152025		Taylor Stegall	Cleaning		100.00		3,317.52
Bill	09/16/2025	PR30732		Love Plumbing and Air C...	Office repairs		219.31		3,536.83
Bill	09/30/2025	09302025		Taylor Stegall	Cleaning		100.00		3,636.83
Bill	10/02/2025	1845		Taylor's Landscaping Ser...	Mowing		525.00		4,161.83
Check	10/07/2025	Draft		Waste Management			118.79		4,280.62
Bill	10/09/2025	10092025		Ed Humphries	Office supplies		48.81		4,329.43
Check	10/14/2025	104989		FNB Commercial Credit C...	Credit card payment		776.74		5,106.17
Bill	10/14/2025	10142025		Taylor Stegall	Cleaning		100.00		5,206.17
Check	10/15/2025	Bill Pay		Anticimex Carolinas LLC	Pest Control		150.94		5,357.11
Bill	10/28/2025	10282025		Taylor Stegall	Cleaning		100.00		5,457.11
Bill	11/03/2025	1856		Taylor's Landscaping Ser...	Lawn maintenance		525.00		5,982.11
Check	11/06/2025	Draft		Waste Management	Garbage		149.99		6,132.10
Check	11/11/2025	104997		FNB Commercial Credit C...	Payment on credit card bill		992.38		7,124.48
Bill	11/11/2025	11112025		Taylor Stegall	Cleaning		100.00		7,224.48
Bill	11/25/2025	11252025		Taylor Stegall	Cleaning		100.00		7,324.48
Bill	11/25/2025	AR173524		Vision Office Systems, Inc.	Copier repair		186.81		7,511.29
Bill	12/02/2025	1859		Taylor's Landscaping Ser...	Mowing, etc		525.00		8,036.29
Bill	12/02/2025	12-01		PMC Plumbing & Home Imp	Urinal repair		375.00		8,411.29
Check	12/09/2025	105008		Taylor Stegall	Cleaning 12/09		100.00		8,511.29
Check	12/09/2025	Draft		Waste Management			149.99		8,661.28
Check	12/10/2025	Bill pay		Anticimex Carolinas LLC	Pest control		150.94		8,812.22
Check	12/11/2025	Bill pay		AMLDCO Inc.	Backflow prevention in Park		0.00		8,812.22
Check	12/11/2025	Bill Pay		FNB Commercial Credit C...	Credit card payment		219.98		9,032.20
Bill	12/12/2025	34426		Byrum Heating & AC, Inc.	HVAC repair for meeting room		429.67		9,461.87
Bill	12/15/2025	AR174231		Vision Office Systems, Inc.	Toner		772.84		10,234.71
Bill	12/17/2025	34552		Byrum Heating & AC, Inc.	HVAC Repair		982.37		11,217.08
Bill	12/20/2025	12202025		Taylor Stegall	Cleaning		100.00		11,317.08
Bill	01/05/2026	1870		Taylor's Landscaping Ser...	Cleaning		525.00		11,842.08
Bill	01/06/2026	01062026		Taylor Stegall	Cleaning		100.00		11,942.08
Check	01/06/2026	Draft		Waste Management			149.99		12,092.07
Bill	01/06/2026	01062026		Lee's Carpet Inc.	Carpet community room		2,947.72		15,039.79
Bill	01/13/2026	01132026		Darrell H. Baucom	Reimbursement for software co...		2,238.11		17,277.90
Bill	01/13/2026	4760		FNB Commercial Credit C...	Dec cc bill		1,050.30		18,328.20
Bill	01/20/2026	01202026		Taylor Stegall	Office clean		100.00		18,428.20
Bill	01/22/2026	01202026		Union County Register of ...			26.00		18,454.20
Bill	02/04/2026	1872		Taylor's Landscaping Ser...	Mowing		525.00		18,979.20
Check	02/06/2026	Draft		Waste Management	Garbage		149.99		19,129.19
Check	02/06/2026	Bill pay		Taylor Stegall	Cleaning		200.00		19,329.19
Bill	02/07/2026	02072026		Taylor Stegall	Cleaning		100.00		19,429.19
Check	02/10/2026	105029		FNB Commercial Credit C...	Credit card bill		346.25		19,775.44
Bill	02/17/2026	4623229		Anticimex Carolinas LLC	Pest control		150.94		19,926.38
Bill	02/17/2026	26159		Brown Creek Graphics LLC	Decals		128.40		20,054.78
Bill	02/18/2026	02182026		Gary Wilfong	Reimburse for office expenses		396.58		20,451.36
Bill	02/27/2026	1885		Taylor's Landscaping Ser...	Lawn care		525.00		20,976.36
Bill	03/03/2026	03032026		Taylor Stegall	Cleaning		100.00		21,076.36
Check	03/10/2026	105042		FNB Commercial Credit C...	payment on credit card		1,047.18		22,123.54
Check	03/10/2026	Draft		Waste Management			149.99		22,273.53
Check	03/16/2026	Draft		Duke Energy	Office		810.38		23,083.91
Bill	03/19/2026	03192026		Gary Wilfong	Sam's Club reimbursement				23,083.91
Bill	03/24/2026	03242026		Gary Wilfong	Office reimbursement		21.43		23,105.34
Bill	03/31/2026	5095		Somers Electric Company...	Water heaters for bathrooms, etc		2,412.55		25,517.89
Bill	04/05/2026	2026-008		PMC Plumbing & Home Imp	Plumbing hot water heaters for ...		1,075.00		26,592.89
Bill	04/06/2026	1887		Taylor's Landscaping Ser...	Lawn mowing, etc.		525.00		27,117.89
Check	04/07/2026	Draft		Waste Management	Waste services		149.99		27,267.88
Bill	04/09/2026	4783014		Anticimex Carolinas LLC	Pest control		150.94		27,418.82
Bill	04/14/2026	04142026		CRC Printing	Name plates, etc		52.64		27,471.46
Bill	04/14/2026	04142026		FNB Commercial Credit C...	Credit card statement		490.17		27,961.63
Check	04/14/2026	105058		Jim King	reimburse for office expenses		126.78		28,088.41
Bill	04/16/2026	37213		Byrum Heating & AC, Inc.	Office repairs to HVAC		207.50		28,295.91
Bill	04/16/2026	04162026		Ed Humphries	Name plates		52.64		28,348.55
Bill	04/20/2026	04202026		Ronald Thomas	Cleaning 04/20/26		100.00		28,448.55
Bill	05/01/2026	AR178023		Vision Office Systems, Inc.	Service call on Brother printer		186.81		28,635.36
Bill	05/05/2026	1896		Taylor's Landscaping Ser...	landscaping		525.00		29,160.36
Bill	05/05/2026	05052026		Jim King	Retirement gift for Ed and Teresa		177.59		29,337.95
Bill	05/06/2026	05062026		Ronald Thomas	Cleaning 05/06 and 05/20		200.00		29,537.95
Check	05/07/2026	Draft		Waste Management	waste collection		149.99		29,687.94
Check	05/12/2026	105063		FNB Commercial Credit C...	Credit card payment		955.63		30,643.57
Bill	05/19/2026	000001		Kelly Thomas	Cleaning for 03/16 and 04/06		200.00		31,468.57
Bill	06/01/2026	1899		Taylor's Landscaping Ser...			625.00		33,988.39
Check	06/01/2026	Bill pay		FNB Commercial Credit C...	payment on credit card		2,519.82		34,018.39
Check	06/09/2026	105069		Spencer Thomas	Reimbursement for cookies for r...		30.00		34,168.38
Check	06/09/2026	Draft		Waste Management	Waste disposal		149.99		34,363.64
Bill	06/10/2026	AR179208		Vision Office Systems, Inc.	Toner		195.26		

10:48 AM

07/07/26

Accrual Basis

Town of Fairview
Transaction Detail By Account

July 2025 through June 2026

Type	Date	Num	Adj	Name	Memo	Clr	Debit	Credit	Balance
Bill	06/16/2026	4960799		Anticimex Carolinas LLC	Pest control		150.94		34,514.58
Total Office expense							34,514.58	0.00	34,514.58
TOTAL							34,514.58	0.00	34,514.58

10

10:48 AM

07/07/26

Accrual Basis

Town of Fairview
Transaction Detail By Account
 July 2025 through June 2026

Type	Date	Num	Adj	Name	Memo	Clr	Debit	Credit	Balance
Festival expense									
Bill	07/13/2025	07132025		Gayle Brock	Food for Music in the Park band		18.95		18.95
Bill	08/01/2025	4760		FNB Commercial Credit C...	Credit card payment		126.00		144.95
Bill	08/06/2025	BO 253...		Swank Motion Pictures Inc.	Widescreen DVD		380.00		524.95
Check	08/13/2025	104958		Mandi Maione	Summer camp instruction		7,400.00		7,924.95
Bill	08/25/2025	51358101		Big Dave's Inflatables LLC	Rental of inflatables		1,350.00		9,274.95
Bill	09/06/2025	52017375		Big Dave's Inflatables LLC	Rental for 09/06/25		555.10		9,830.05
Check	09/09/2025	104978		Signs Now	advertising		42.70		9,872.75
Bill	10/14/2025	10142025		Todd Donaldson	Festival; driving tractors		120.00		9,992.75
Bill	10/14/2025	10142025		Union County Antique Tra...	Donation for Festival help		300.00		10,292.75
Bill	10/14/2025	10142025		Brian Minor	Fall Festival and parking		2,300.00		12,592.75
Check	10/14/2025	104989		FNB Commercial Credit C...	Credit card payment		631.24		13,223.99
Bill	11/10/2025	1186528		Briolive	June 12, 2026 festival		1,250.00		14,473.99
Check	11/11/2025	104997		FNB Commercial Credit C...	Payment on credit card bill		858.14		15,332.13
Bill	12/09/2025	12092025		Todd Donaldson	Festival expenses and work		250.09		15,582.22
Bill	12/09/2025	12092025		Big Dave's Inflatables LLC	Festival		341.60		15,923.82
Bill	12/09/2025	12092025		Carlton Brock	Festival work		110.00		16,033.82
Bill	12/09/2025	12092025		Jeff Campagna	Festival Santa		275.00		16,308.82
Bill	12/09/2025	12092025		Ronald Thomas	Festival work and expenses		901.00		17,209.82
Check	12/11/2025	Bill Pay		FNB Commercial Credit C...	Credit card payment		1,724.12		18,933.94
Bill	12/11/2025	12112025		Brian Minor	Festival work		750.00		19,683.94
Bill	12/11/2025	12112025		Ronald Thomas	Remainder of festival work		740.00		20,423.94
Bill	12/11/2025	12112025		Allison Plyler	Expense reimbursement		222.56		20,646.50
Bill	01/06/2026	01062026		Traci Price Ferguson	Reimbursement		135.39		20,781.89
Bill	01/13/2026	4760		FNB Commercial Credit C...	Dec cc bill		972.29		21,754.18
Check	02/10/2026	105029		FNB Commercial Credit C...	Credit card bill		226.85		21,981.03
Bill	03/24/2026	03242026		Jeff Campagna	Spring fling event		386.00		22,367.03
Bill	04/14/2026	04142026		Todd Donaldson	Festival		48.00		22,415.03
Bill	04/14/2026	04142026		Grier Donaldson	Festival		48.00		22,463.03
Bill	04/14/2026	04142026		Brian Minor	Festival		200.00		22,663.03
Bill	04/14/2026	04142026		FNB Commercial Credit C...	Credit card statement		3,158.25		25,821.28
Check	05/12/2026	105063		FNB Commercial Credit C...	Credit card payment		25.23		25,846.51
Bill	05/19/2026	1186529		Too Much Sylvia	Performance fee for festival		1,250.00		27,096.51
Check	06/01/2026	Bill pay		FNB Commercial Credit C...	payment on credit card		33.01		27,129.52
Total Festival expense							27,129.52	0.00	27,129.52
TOTAL							27,129.52	0.00	27,129.52

10:50 AM

07/07/26

Accrual Basis

Town of Fairview Transaction Detail By Account

July 2025 through June 2026

Type	Date	Num	Adj	Name	Memo	Clr	Debit	Credit	Balance
Park Maintenance									
Bill	08/01/2025	4760		FNB Commercial Credit Card	Credit card payment		1,143.22		1,143.22
Bill	08/06/2025	1824		Taylor's Landscaping Service...	-MULTIPLE-		3,833.33		4,976.55
Bill	09/02/2025	1841		Taylor's Landscaping Service...	Monthly lawn maintenance		3,333.33		8,309.88
Bill	09/09/2025	4760		FNB Commercial Credit Card	Payment on credit card		2,674.89		10,984.77
Bill	10/02/2025	1845		Taylor's Landscaping Service...	Mowing		3,633.33		14,618.10
Check	10/15/2025	Bill pay		PMC Plumbing & Home Imp	Install water line to existing bui...		1,600.00		16,218.10
Bill	11/03/2025	1856		Taylor's Landscaping Service...	Lawn maintenance		3,233.33		19,451.43
Check	11/11/2025	104997		FNB Commercial Credit Card	Payment on credit card bill		80.02		19,531.45
Bill	12/02/2025	1859		Taylor's Landscaping Service...	Mowing, etc.		3,033.33		22,564.78
Check	12/11/2025	Bill pay		AMLDCO Inc	Backflow prevention in Park		209.90		22,774.68
Check	12/11/2025	Bill Pay		FNB Commercial Credit Card	Credit card payment		138.06		22,912.74
Bill	01/05/2026	1870		Taylor's Landscaping Service...			2,933.33		25,846.07
Bill	01/13/2026	4760		FNB Commercial Credit Card	Payment of December cc bill		613.71		26,459.78
Bill	01/29/2026	01292...		Michael Starnes_	Walmart - Park maintenance		35.61		26,495.39
Bill	02/04/2026	1872		Taylor's Landscaping Service...	Mowing		2,933.33		29,428.72
Check	02/10/2026	105029		FNB Commercial Credit Card	Credit card bill		117.45		29,546.17
Bill	02/27/2026	1885		Taylor's Landscaping Service...	Lawn care		2,933.33		32,479.50
Bill	02/27/2026	15735		Love Well & Pump Supply LLC	Pond pump		1,988.04		34,467.54
Check	03/10/2026	105040		Gary H Wiltong	expense reimbursement		213.43		34,680.97
Check	03/10/2026	105041		Michael Starnes_	expense reimbursement		91.82		34,772.79
Check	03/10/2026	105042		FNB Commercial Credit Card	payment on credit card		212.81		34,985.60
Bill	04/06/2026	1887		Taylor's Landscaping Service...	Lawn mowing, etc		3,233.33		38,218.93
Bill	04/14/2026	04142...		FNB Commercial Credit Card	Credit card statement		446.42		38,665.35
Bill	04/28/2026	163842		Team Turf	Park fertilizer		690.00		39,355.35
Bill	05/05/2026	1896		Taylor's Landscaping Service...	landscaping		3,333.33		42,688.68
Check	05/12/2026	105063		FNB Commercial Credit Card	Credit card payment		559.30		43,247.98
Bill	06/01/2026	1899		Taylor's Landscaping Service...			2,933.33		46,181.31
Check	06/01/2026	Bill pay		FNB Commercial Credit Card	payment on credit card		169.33		46,350.64
Bill	06/11/2026	06112...		Teresa Gregorius_	Tools, etc for Park use		250.00		46,600.64
Bill	06/11/2026	06112...		Michael Starnes_	Fuel for lawn mower		58.67		46,659.31
Total Park Maintenance							46,659.31	0.00	46,659.31
TOTAL							46,659.31	0.00	46,659.31

Town of Fairview



Town of Fairview Regular Council Meeting June 9, 2026 @ 6:30 pm

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

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

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

2. Invocation

3. Pledge of Allegiance

4. Agenda Changes/Approval of Agenda

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

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 May Draft Minutes *(No May Meeting)*

5.D. Planning Board May Draft Minutes *(No May Meeting)*

5.E. Approve Council Minutes for May 12, 2026

David Link made a motion to approve the consent agenda as amended. Patricia Kindley seconded the motion. Council members Kindley, Biggers, Link and Price voted yes (4-0).

6. **Public Comments:** None

7. **Presentations:** None

8. **Items of Business:**

8.A. Administer Oath to Jim King, Town Administrator, and Spencer Thomas, Town Clerk

Outgoing Town Administrator Ed Humphries addressed the Council, noting that the June 9th meeting would be his last. He expressed gratitude for the opportunity to serve and conveyed his confidence in his successor, Jim King, to carry the town forward. Mr. Humphries then administered the Oath of Office to Jim King as Town Administrator. Outgoing Town Clerk Teresa Gregorius administered the Oath of Office to Spencer Thomas as Town Clerk.

8.B. Discuss/Approve Budget Amendment 2 for the 2025-2026 Budget

Finance Officer Darrell Baucom presented Budget Amendment 2 for the 2025–2026 fiscal year, amending total revenues from \$539,362 to \$599,162. He identified the following as the primary drivers of the amendment:

- **Higher payroll and legal expenses**, necessitating an increased appropriation from fund balance.
- **Higher-than-forecast investment income** due to elevated interest rates.
- **Previously unbudgeted items** including donations, summer camp fees, HVAC unit purchases (\$16,000), and festival expenses (\$12,500 increase).
- **Internet, website, and consulting fees** related to computer purchases and related services.
- **Litigation costs** related to the Macon lawsuit, with a budget increase of approximately \$35,000. It was noted that the town carries a \$10,000 insurance deductible on the legal representation for this matter. It was also noted that, depending on the outcome of a contempt ruling, the opposing party could potentially be ordered to reimburse the town's legal fees for that portion of the litigation, though this outcome was uncertain.

Motion to approve Budget Amendment 2 for the 2025–2026 Budget as presented was made by Council Member Kerry Price and Patricia Kindley seconded. Council members Kindley, Biggers, Link and Price voted yes (4-0).

8.C./D. Discuss/adopt Proposed 2026-2027 Town Budget/Public Hearing

The Mayor opened the public hearing on the proposed 2026–2027 Town Budget.

Finance Officer Baucom presented the proposed 2026–2027 Town Budget. The budget reflects a tax rate increase from 2 cents to 4 cents per hundred dollars of valuation. The primary reasons cited for the increase were: accumulated shortfalls related to the Macon lawsuit legal expenses, capital expenditures for the park, and temporarily

elevated payroll costs during the overlapping training period for incoming staff. The proposed budget also includes funding for capital improvements to the amphitheater. Key budget figures included:

- Total revenues and expenditures: \$801,730
- Ad valorem tax revenue (at the new 4-cent rate): approximately \$375,000
- Fund balance appropriated: \$143,000
- Capital outlay for the park (amphitheater): \$250,000
- Debt repayment (land purchase): \$52,000 annually, with approximately 7 years remaining

Council Member John Biggers noted that stripping out the fund balance appropriation and the \$250,000 capital outlay, the town's operating revenues exceeded operating expenses by approximately \$107,000, meaning that any park expenditure above that threshold would draw directly from fund balance. The Council agreed that the \$250,000 capital outlay figure was a ballpark estimate and that actual spending should be carefully managed.

Rent Reserve

Council Member Price raised the question of whether the town's accumulated rent reserve, totaling approximately \$49,000 and reflected as a restricted equity item on the balance sheet, could be applied toward the park capital expenditures, effectively reducing the amount needed from fund balance. Finance Officer Baucom indicated he would consult with the town's auditor regarding the proper accounting treatment for releasing that restriction. The Council agreed to proceed with adopting the budget as presented, with the understanding that the rent reserve could potentially be applied to park improvements once confirmed as appropriate.

No public comments were received.

The Mayor closed the public hearing.

Motion to approve Proposed Budget and Public Hearing for the 2026–2027 Budget as presented was made by Council Member John Biggers and David Link seconded. Council members Kindley, Biggers, Link and Price voted yes (4-0).

8.E. Discuss Town Fee Schedule

David Link made the motion to approve the 2026-2027 Fee Schedule and John Biggers seconded the motion. Council members Kindley, Biggers, Link and Price voted yes (4-0).

9. Council Comments:

Council Member Patricia Kindley expressed appreciation for the evening's recognition of outgoing staff and warmly welcomed incoming Town Administrator Jim King and Town Clerk Spencer Thomas.

Council Member John Biggers offered sincere thanks to outgoing Town Administrator Ed Humphries and outgoing Town Clerk Teresa for their years of dedicated service, noting how much he had learned from them. Council Member Biggers then reported on a recent matter before the Charlotte Regional Transportation Planning Organization (CRTPO). He

had participated in discussions regarding a proposed interchange and toll road project in the Charlotte area valued at approximately \$900,000,000 in state funding. The City of Charlotte voted to decline the funding, and the CRTPO was unable to overturn that decision given Charlotte's disproportionate voting weight within the organization. Council Member Biggers noted that he had not voted on the matter due to a conflict of interest, as property belonging to his employer was implicated. A discussion was brought up about whether the town should continue its membership in the CRTPO, given that the organization had not produced any projects of direct benefit to Fairview in over five years, and had an annual membership cost of approximately \$1,400. It was suggested that Town Administrator King and the Council evaluate the membership's ongoing value.

Council Member Kerry Price called the Council's attention to Senate Bill 1047, the Regulatory Reform Act of 2026, which had advanced to committee. Key provisions of concern included the proposed elimination of minimum lot sizes and a shift to gross-density calculations that would effectively allow more housing units on a given parcel than current net-density methods permit. She also noted a provision that would automatically extend vested rights for approved developments from two years to five years without requiring local government approval. Town Administrator King provided context, explaining that the bill, if passed, would significantly curtail local regulatory authority over land use. He noted that the League of Municipalities had previously engaged with the legislative process but that its recommended modifications had been removed from the bill. Council Member Price encouraged all members to contact their representatives to express opposition and noted that Union County's legal team was also reviewing the matter.

Mayor Wilfong thanked outgoing staff and offered personal remarks in anticipation of his own upcoming retirement.

Town Clerk Spencer Thomas announced an upcoming concert at the park on Friday night at 7:00 PM and informed the Council that new televisions had been installed in the meeting room to improve presentations going forward.

Former Town Administrator Ed Humphries expressed gratitude for the honor of having served the town.

The Mayor noted an upcoming Unionville celebration event scheduled for June 27th at Noel Williams Park, beginning at 6:00 PM, which would include an opening ceremony, remarks by the county board chair, fireworks, and a drone show. He noted that the town had expressed support for the effort, and that staff had attended Unionville town meetings on behalf of Fairview.

10. Adjournment

John Biggers made a motion to adjourn. David Link seconded the motion. Council members Kindley, Biggers, Link, and Price voted yes (4-0).

Respectfully submitted,

Spencer Thomas
Town Clerk

Gary Wilfong
Mayor

Approved this day of 2026

Discuss Additional Maintenance Staffing

Town Hall Maintenance & Backup Park Technician

GENERAL STATEMENT OF DUTIES

Performs and assists Park Technician in routine unskilled and semi-skilled work in the maintenance, landscape and care of Town grounds, rights-of-way, parks facilities and related Town property. This position requires work outside of a normal workday schedule to include nights, weekends, and holidays. Employee must be conscious of safety methods to avoid injury to others and self. Employee is subject to hazards in grounds maintenance work including working in both inside and outside environments, in extreme hot and cold weather, and exposure to various hazards such as noise, moving mechanical parts, chemicals, dusts, atmospheric conditions, and oils. Work is performed under supervision of Mayor or his designee.

ESSENTIAL DUTIES AND TASKS

- Open and close park if Park Maintenance Technician is not available
- Works as a member of a grounds maintenance crew responsible for maintaining assigned Town grounds by mulching, weeding and other landscape and grounds maintenance activities as needed.
- Operates a variety of hand tools and power equipment including, but not limited to, riding and push mowers, hedge trimmers, loppers, weed eaters, blowers, chain saws, pole saws, shovels, rakes, and other light equipment for landscaping and tree maintenance activities.
- Performs leaf removal and leaf blowing on Town grounds.
- Shovels and removes snow and ice; spreads sand over icy sidewalks and walkways.
- Picks up trash in common areas, parking lots and nature trail; cleans culverts and other drainage structures; blows and sweeps sidewalks.
- Operates small, motorized equipment safely and efficiently.
- Performs equipment inspection to ensure proper operation; ensures cleanliness and proper storage of tools and equipment after use.
- Inspects playground equipment to ensure items are hazard free and operating safely.
- Attends Town events and preparatory meetings to provide logistical support for set-up, tear down, and event related maintenance or custodial needs.
- Performs all aspects of tree and shrub maintenance including hedge and tree trimming; pruning; removing fallen limbs and trash; and raking leaves.
- Plants shrubbery, flowers, and grass; waters, weeds, fertilizes, and mulches plants.
- Assists in the repair and maintenance of basic plumbing fixtures, minor electrical and heating, ventilation and air conditioning work.
- Performs general maintenance duties including painting objects, buildings etc.
- Performs custodial duty's at Town Hall -- Perform general custodial duties; sweeps and mops facilities; cleans restrooms; picks up and removes trash and litter.
- Performs other duties as assigned.

KNOWLEDGE, SKILLS AND ABILITIES

- General knowledge of the tools, equipment, and materials used in grounds maintenance.
- Working knowledge of the hazards of the work and related safety precautions.
- Skill in operation of assigned equipment.
- Ability to understand and carry out oral and written instructions.
- Ability to use hand tools.
- Specific knowledge of the hazards of the work
- Ability to maintain effective working relationships with other employees and the general public.

PHYSICAL REQUIREMENTS

- Must be able to physically perform the basic life operational functions of climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, walking, pushing, pulling, lifting, fingering, grasping, feeling, talking, hearing, and performing repetitive motions.
- Must be able to perform heavy work exerting up to 100 pounds of force occasionally; and/or up to 50 pounds of force frequently; and/or up to 20 pounds of force constantly to move objects.
- Must possess the visual acuity to operate mechanical equipment such as mowers and chain saws in a safe manner and to inspect work quality.

EDUCATION AND EXPERIENCE

- Graduation from high school and experience in grounds maintenance work; or an equivalent combination of education and experience.

SPECIAL REQUIREMENT

- NC driver's license.
- Weekend work may be required

Discuss Renovation of the Remaining Town Hall Room

Discuss Potential Vendor Contracts for Town Services



TOWN HALL ROOM CONTRACT

I/We _____ (the "Contractor" or "Instructor", hereby agree to provide educational or recreational services (the "Services") as further described below for the Town of Fairview, hereinafter referred to as "Town." All instructors are independent contractors who contract their skills or services to the Town. An independent contractor **is not** an employee of the Town of Fairview, meaning the contractor is responsible for his/her own taxes and insurance. Worker's Compensation and General Liability insurance, meeting the statutory requirements of the State of North Carolina and Employers Liability and satisfactory to the Town, is required of the contractor. A coverage sheet indicating proof of worker's compensation and other insurance must accompany this contract or be on file with Town for this contract to be valid. Registration and payment to the instructor shall be on a per session basis if applicable.

1. Contractor Information

Name of Individual/Organization: _____

Contact Person: _____

Phone: _____ Email: _____

Address: _____

Type of Event: _____

2. Purpose of Use

The Town Hall room is being reserved solely for the purpose described above. Any change in use must be approved in writing in advance by Town Administration.

3. Contract Cost

The Contractor shall pay the Town the amount of \$_____ for the term of _____.

4. Facility Rules & Responsibilities

The Contractor agrees to:

- Follow a capacity limit of 50 people.
- Leave the facility in the same condition it was found.
- Remove all trash and personal belongings.
- No thumbtacks or tape on any attachments are allowed on walls, cabinets, or ceilings.
- Turn off all lights and ensure classrooms doors are closed daily.
- Ensure all doors are locked upon departure.
- Leave tables and chairs as you found them.
- Ensure minors are supervised at all times and submit a background check.

5. Damage & Cleaning

At the end of the contract term, the Contractor is responsible for any damage in excess of \$200 to Town property occurring during use.

6. Liability / Hold Harmless Agreement

The Contractor agrees to indemnify and hold harmless the Town, its employees, officials, and agents from any and all claims, damages, losses, or injuries arising from the use of the facility, as indicated on the attached release.

The Contractor assumes full responsibility for the conduct of all guests and participants and agrees to indemnify and hold the Town harmless.



7. Cancellations

The Town reserves the right to cancel, modify, or reschedule any contracted dates due to emergencies or public needs.

8. Alcohol / Smoking / Prohibited Items

- Alcohol is **Not Allowed**
- Smoking or vaping is strictly prohibited inside the facility
- Illegal substances or hazardous materials are strictly prohibited

9. Right of Entry

Town staff reserves the right to enter the facility at any time during the contract period to ensure compliance with this contract.

10. Assignment

The Contractor shall not assign, sublet, or transfer this Agreement or any interest herein, in whole or in part, without the prior written consent of Town Administration. Any attempted assignment without such consent shall be void.

11. Notices

Any notice required or permitted under this Agreement shall be in writing and delivered by hand, by mail, or by email to the addresses provided in Section 1 and to Town Administration, and shall be deemed given upon receipt.

12. Severability

If any provision of this Agreement is held invalid or unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect, and the invalid or unenforceable provision shall be modified to the minimum extent necessary to make it enforceable.

13. Governing Law & Venue

This Agreement shall be governed by and construed in accordance with the laws of the State of North Carolina. Exclusive venue for any dispute arising under this Agreement shall lie in the General Courts of Justice of the State of North Carolina sitting in Union County, North Carolina.

14. Entire Agreement

This Agreement, together with any attached release, constitutes the entire agreement between the parties with respect to its subject matter and supersedes all prior or contemporaneous understandings, whether written or oral. This Agreement may not be modified except by a written amendment signed by both parties.

15. Contract Acceptance

By signing below, Contractor acknowledges they have read, understood, and agree to comply with all terms of this contract.

User Signature: _____ Date: _____

Town Representative: _____ Date: _____

TOWN OF FAIRVIEW
Union County, North Carolina

**PARENTAL/GUARDIAN RELEASE, WAIVER OF LIABILITY,
AND HOLD HARMLESS AGREEMENT**

PARTICIPANT INFORMATION

Child's Full Name: _____

Date of Birth: _____ Age: _____ Grade (Upcoming Fall): _____

Address: _____

City, State, ZIP: _____

Parent/Guardian Name: _____

Relationship to Child: _____

Phone: _____ Email: _____

Emergency Contact (if different from above): _____

Emergency Contact Phone: _____

MEDICAL INFORMATION

Known Allergies or Medical Conditions: _____

Medications (if any): _____

RELEASE, WAIVER, AND HOLD HARMLESS AGREEMENT

I, the undersigned parent or legal guardian of the above-named minor child, hereby acknowledge the following:

1. Acknowledgment of Risk. I understand and acknowledge that participation in activities conducted on Town of Fairview property involves certain inherent risks, including but not limited to physical injury, accidents, or other unforeseen circumstances. I voluntarily consent to my child's participation with full knowledge of these risks.

2. Release and Waiver of Liability. In consideration of my child being permitted to participate in activities on Town of Fairview property, I hereby release, waive, and discharge the Town of Fairview, its elected officials, officers, employees, volunteers, and agents (collectively, "the Town") from any and all claims, demands, damages, losses, costs, or expenses of any kind arising out of or related to my child's participation in such activities, whether caused by negligence or otherwise, to the fullest extent permitted by law.

3. Hold Harmless Agreement. I agree to indemnify, defend, and hold harmless the Town of Fairview, its elected officials, officers, employees, volunteers, and agents from and against any and all claims, liabilities, damages, costs, or expenses, including reasonable attorneys' fees, arising out of or related to my child's participation in activities on Town property.

4. Medical Authorization. In the event of an injury or medical emergency, I authorize Town staff or volunteers to seek emergency medical treatment for my child if I cannot be reached. I agree to be responsible for all costs associated with such medical treatment.

5. Photo/Media Release. I grant permission for the Town of Fairview to photograph or record my child during activities for use in Town publications, social media, or promotional materials.

☐ I DO grant permission ☐ I DO NOT grant permission

6. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of North Carolina. If any provision of this Agreement is found to be unenforceable, the remaining provisions shall continue in full force and effect.

7. Acknowledgment. I have read this Release, Waiver of Liability, and Hold Harmless Agreement in its entirety. I understand its terms and sign it voluntarily as the parent or legal guardian of the above-named minor child.

PARENT/GUARDIAN SIGNATURE

Signature: _____ Date: _____

Printed Name: _____

FOR TOWN USE ONLY

Date Received: _____ Received By: _____

Activity: _____


Turn Page Over

29

Discuss Proposed Amphitheater

RE: Amphitheater to Shelter Options

From Wood, Jon <JWood@benesch.com>

Date Tue 7/7/2026 2:22 PM

To Jim King <jking@fairviewnc.gov>

Cc Spencer Thomas <s.thomas@fairviewnc.gov>

 5 attachments (2 MB)

KOKOMO-30X25.pdf; MONOSLOPE-26X30.pdf; 31431-R0_Poligon Extended Monoslope.pdf; 31448-R0_Poligon 30x30 Gable.pdf; Amphitheater Shelter Comparisons.xlsx;

Good afternoon, Jim,

I met with Poligon at the end of June and am attaching some shelter options for Fairview Park we discussed that can predominately be used for picnicking but could flex to a performance/event setting when needed. The attached shelter comparison chart reflects the cost differences. The only installation cost filled in is from the bandshell where we were proposing the design-build option through Poligon and Churchich.

It may be possible to glean some savings if you have a general contractor accept the shipped kit, obtain a building permit, and construct/install the shelter. Note that footings will be required for any of the options. I'm not sure what the Town is obligated to do as far as hiring a contractor.

- Conduct an informal bid to local contractors
- Hire a contractor direct such as Rushing who completed the initial phase of the amphitheater project.
- Share a preliminary set of drawings with the local steel fabricator who has been mentioned previously as a possible in-kind installer.

Our contract with the Town was based on using the design-build option with no bidding, installer procuring the building permit and Benesch conducting a few site visits during construction.

Also, as far as the site electrical work we reached out to 5 electrical contractors and sent informal bid packages out to 4 of those on June 8. Bid packages were sent to Somers Electric, Bowers Electric, ARC Electric and GB Electrical Services. Left a message with Hinson Electric, but they did not reply, so no bid package was sent to them. Somers emailed that they planned to bid the work, but ultimately, we did not receive any bids by the established bid date of 6/23. Our electrical engineering sub estimated around \$25K for the work. As noted above, can the Town simply hire an electrical contractor directly? or fold that work in with the shelter installation contract if the Town goes that direction.

Let me know your (or the Town's) thoughts on both project elements.

Thanks,

Jon Wood, PLA
Senior Project Manager

Fairview Park Amphitheater Shelter

Poligon

Model	Product Cost Delivered	Installation Cost*	Total	Frame	Primary Roof
WLL - Bandshell 40	\$ 63,873.24	\$ 63,162.10	\$ 127,035.34	Wood - Stained	T&G - Stained
Kokomo - 30x25	\$ 82,533.60			Steel	T&G - Stained
Monoslope - 26x30	\$ 56,830.00			Steel	T&G - Stained
Monoslope Extended - 30x30	\$ 51,563.60			Steel	Metal, Multi-Rib
Monoslope Extended - 30x30	\$ 62,563.60			Steel	T&G - Stained
Gable - 30x30	\$ 68,201.60			Steel	T&G - Stained

*The only installation cost filled in is from the bandshell where we were proposing the design-build option through Poligon and Churchich. It may be possible to glean some savings if you have a general contractor accept the shipped kit, obtain a building permit, and construct/install the shelter. I'm not sure what the Town is obligated to do as far as hiring a contractor.

- 1) Conduct an informal bid to local contractors
- 2) Hire a contractor direct such as Rushing who completed the initial phase of the amphitheater project.
- 3) Share a preliminary set of drawings with the local steel fabricator who has been mentioned previously as a possible in-kind installer.

Discuss Rental Agreements for Park Picnic Shelter and Town Hall Rooms

Town of Fairview

Picnic Shelter Use Application

Mail: 7516 Concord Hwy., Monroe, NC 28110 Phone: 704-753-1981 Email: s.thomas@fairviewnc.gov

Applicant Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Cell Phone: _____ Email: _____

Reserve Date: ____/____/____ From: _____ To: _____ (4 hour increments)

Type of Event: (birthday party, family reunion, etc.) _____

RENTAL FEES: \$75 for 4 hours or \$150 for all day

The applicant acknowledges receipt of the rules and regulations governing the use of all Town facilities and agrees that they will ensure compliance with them while they and their representatives are using Town facilities. The Town of Fairview reserves the right to modify such rules as needed at any time. All applicants are to follow the instructions of the Town and its authorized representatives when utilizing Town facilities.

The applicant understands that they are responsible for all set up and clean up and that this time is included in the four-hour (unless otherwise noted) rental time. If using Town furnishings, they must be returned to the original set-up by the applicant at the end of the reservation period.

Applicant assumes responsibility for all claims, damage, accidents arising out of his or her use of the facility, and further agrees to indemnify and hold harmless the Town of Fairview from any such actions and damages. The applicant understands and agrees that the Town of Fairview is not responsible for accident, injury or lost or damaged property resulting from the use of occupancy of any Town-owned property.

******SHELTER AREA MUST BE CLEANED THOROUGHLY
BEFORE LEAVING - NO TRASH OR FOOD LEFT BEHIND******

REFUNDS: There are **NO** refunds of rental fees due to inclement weather unless the Town has closed the Park.

SIGNED: _____ DATE: _____
(Must be signed by the applicant)

PRINT NAME: _____

OFFICE USE ONLY

Date Application Received: _____ Permit # Issued: _____

Fee Amount: _____ Cash: _____ Check #: _____ Credit Card: _____

Town of Fairview

Room Rental Use Application

Mail: 7516 Concord Hwy., Monroe, NC 28110 Phone: 704-753-1981 Email: s.thomas@fairviewnc.gov

Room Rental Fee: \$50 Per Hour

Applicant Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Cell Phone: _____ Email: _____

Reserve Date: ____/____/____ From: _____ To: _____ Total Hours: _____

Type of Event: (birthday party, family reunion, etc.) _____

Expected number of Guests: _____. MAXIMUM OCCUPANCY 50 PEOPLE. Applicant certifies that attendance will not exceed this limit.

This Rental Agreement ("Agreement") is made between the Town of Fairview ("Town") and the User, for temporary use of Town facilities. In consideration of the mutual promises and conditions as set forth below, the Town grants User a contract to use the facility under the following terms and conditions:

- User understands that the Room comes with a sink, refrigerator, and microwave and agrees as follows:
- No items may be taped, pinned, tacked, or otherwise attached to walls, doors, windows, or any surfaces.
- No alcoholic beverages or tobacco products of any kind are allowed on the property.
- All parties/events must have adult supervision.
- Remove any leftover food.
- Sweep floors and clean counter tops.
- Leave tables and chairs as you found them.
- Turn off all lights and close classroom doors upon departure.
- Collect all trash and place in the dumpster (see map on wall).

The Town of Fairview reserves the right to modify such rules as needed at any time. All applicants are to follow the instructions of the Town and its authorized representatives when utilizing Town facilities. Applicant may be responsible for any damage to Town property occurring during use.

Applicant shall be solely responsible for any and all loss, damage, injury, or claims arising out of Applicant's use of Town facilities and hereby agrees to indemnify, defend, and hold harmless the Town of Fairview, its elected officials, employees, and agents from and against any and all claims, damages, losses, costs, and expenses, including reasonable attorneys' fees, arising out of or in any way connected with Applicant's use of the facility. The applicant understands and agrees that the Town of Fairview is not responsible for accident, injury or lost or damaged property resulting from the use or occupancy of any Town-owned property. Nothing in this Agreement shall be construed as a waiver of the Town's governmental immunity beyond the limits of applicable insurance coverage as provided in N.C.G.S. §160A-485. The Town reserves the right to terminate the rental and require the Applicant to vacate the premises immediately if, in the Town's sole discretion, the Applicant or any guest violates the terms of this Agreement or any law or ordinance.

REFUNDS: There are **NO** refunds of rental fees unless due to Town Hall closure

Please keep a copy of this Agreement for your records and have it available at your event.

Once the Town has approved the rental, the user acknowledges that by submitting payment, they have read, understood, and agree to comply with the terms and conditions as outlines in this Agreement.

User Name: _____

Signature: _____ Date: _____