

**COUNCIL MEETING
AGENDA**

**Pineville Meeting Hut
Tuesday, November 13, 2018
6:30 p.m.**



**PINEVILLE TOWN COUNCIL AGENDA
6:30 P.M. - PINEVILLE HUT MEETING FACILITY
TOWN OF PINEVILLE, NORTH CAROLINA
TUESDAY, NOVEMBER 13, 2018**

- 1) **Call Meeting To Order:**
 - a) **Pledge Allegiance to the Flag:** *(RS)*
 - b) **Moment of Silence:**
- 2) **Adoption of Agenda:**
- 3) **Approval of the Minutes from the:** Regular and Closed Session Meetings of October 9, 2018, the Work Session of October 22, 2018 and the off-site Leadership Retreat of October 25, 2018
- 4) **Consent Agenda:** a) *Financial Report as of October 31, 2018*
- 5) **Public Comment:**
- 6) **Public Hearings:** *None*
- 7) **Old Business:** *None*
- 8) **New Business:**
 - A. **Budget Amendment to Allocate Incoming Funds** *(Richard Dixon)***(ACTION ITEM).**
 - B. **Presentation on Police Motorcycles** *(Rob Merchant)* **(ACTION ITEM).**
 - C. **Repair/Replace Gym Floor** *(Ryan Spitzer)* **(ACTION ITEM).**
 - D. **Staff Update:**
 - 1) *Manager's Report*
 - 2) *Calendar of Events*
- 9) **Closed Session - Discussion of matters pursuant to NCGS 143-318.11(6).**
- 10) **Adjourn:**

If you require any type of reasonable accommodation as a result of physical, sensory, or mental disability in order to participate in this meeting, please contact Barbara Monticello, Clerk of Council, at 704-889-2291 or bmonticello@pinevillenc.gov. Three days' notice is required.

MINUTES

**Minutes from the Regular
and Closed Session Minutes
of October 9, 2018, the
Council Work Session of
October 22, 2018 and the
off-site Retreat of
October 25, 2018**



**MINUTES OF THE
TOWN COUNCIL MEETING OF THE
TOWN OF PINEVILLE, NORTH CAROLINA
TUESDAY, OCTOBER 9, 2018**

The Town Council of the Town of Pineville met in Regular Session and Closed Session on Tuesday, October 9, 2018 at 6:30 p.m. at the Hut Meeting Facility in Pineville.

ATTENDANCE

Mayor: Jack Edwards
Mayor Pro-Tem: David Phillips
Council Members: Debbie Fowler, Melissa Davis and Joe Maxim
Town Manager: Ryan Spitzer
Planning Director: Travis Morgan
Planner: Brian Elgort
Town Clerk: Barbara Monticello

CALL TO ORDER

The meeting was called to order by Mayor Jack Edwards at 6:30 p.m. He asked anyone in attendance that wished to speak on an item to sign the speaker's list.

PLEDGE OF ALLEGIANCE TO THE FLAG

Council Member Joe Maxim led the group in the Pledge of Allegiance.

MOMENT OF SILENCE

Mayor Edwards asked for a moment of silence for Dennis Costner who recently passed, as well as our police, fire and military personnel.

ORDER OF BUSINESS:

Adoption of the Agenda:

Council Member Melissa Davis moved to adopt the agenda as is with Council Member Debbie Fowler seconding the motion. There were ayes by all to adopt the agenda as is.

Approval of the Minutes from the Regular and Closed Session Meetings of September 11, 2018 and the Work Session Meeting of September 24, 2018.

There were two items that needed to be corrected regarding the spelling of the words on the September 11th set of minutes which were later corrected. Council Member Debbie Fowler moved to approve the minutes with the changes. Mayor Pro Tem David Phillips seconded the motion and there were ayes by all to approve the minutes with the corrections.

Consent Agenda:

The Consent Agenda consisted of the following items: a) *Financial Report as of September 30, 2018*; b) *Proclamation for Pineville United Methodist Church*. Mayor Pro Tem David Phillips moved to approve the Consent Agenda with Council Member Debbie Fowler seconding the motion. There were ayes by all and the motion passed 4-0.

PUBLIC COMMENT:

Della Medlin – resident, Della Medlin, expressed concern regarding motorists going through stop signs, particularly the one at Lowry St. Someone almost hit her going through it and there was a Pineville Police Officer sitting right there.

Jane Shutt – of Pineville Neighbors Place spoke about the 3rd Annual Potato Drop that took place on October 6th. A total of 36,000 pounds of potatoes were delivered and bagged. Some of it will be donated to the 2nd Harvest Food and Loaves and Fishes food banks. Pineville Neighbors is now offering computer classes; they are again partnering with Pineville Police for the annual Shop with a Cop campaign; and they promoted the “Voice of the Community” program which will be held on November 7th at 6:00 p.m. at Pineville United Methodist Church.

PUBLIC HEARING – a Public Hearing was called to obtain feedback on a conditional zoning request for a new Mercedes dealership. Council Member Debbie Fowler moved to open the Public Hearing at 6:40 p.m. with Mayor Pro Tem David Phillips seconding the motion. There were ayes by all and the public hearing was opened. Planning and Zoning Director, Travis Morgan, gave a presentation based upon information obtained and discussed at a previous work session meeting with council. The site was originally approved for a Hyundai dealership but because the location offered a lot of space, it would be a much better fit for a Mercedes dealership than a Hyundai one. The applicant was requesting to change his original request and was planning to close the existing Mercedes building and move the operation across the street to the new site to be located at 10218 Cadillac St.

Mr. Morgan had nine items that he wanted Council to be aware of and consider when making their decision to allow the change or not. They were all listed in his staff report which was distributed to all council members. Questions from council members were addressed by Mr. Morgan and the applicant regarding signage, the number of display vehicles and location where they could be displayed, lighting and what to do with the old building. It was agreed that the signage would be worked out with Mr. Morgan who suggested that the blade sign be wrapped into the tower somehow. They would be allowed a total of 12 vehicles along the front of the building which does not include any that will be displayed on the upper levels of the building. The lighting plan will come back to Mr. Morgan for review and approval. Mr. Felix Sabates was in attendance and stated that he was thinking of putting one of his other dealerships in the old space or possibly selling it.

Mr. Morgan added that he had received late word that the DOT recommended a right hand turn lane be added to the plan which was good news for the town. Hearing no further questions or comments, Council Member Joe Maxim moved to close the public hearing, seconded by Mayor Pro Tem Phillips. There were ayes by all and the public hearing concluded at 7:08 p.m.

Mr. Sabates thanked council and Mr. Morgan for working with them on this project and added that it would bring 50 new jobs to Pineville. Mayor Pro Tem David Phillips moved to approve the conditional plans for a Mercedes dealership with a limit of 12 display vehicles and conditions set out in Mr. Morgan’s staff report. Council Member Joe Maxim seconded the motion and there were ayes by all to approve the plans for a new Mercedes Dealership.

OLD BUSINESS: *None*

NEW BUSINESS:

- A. Appointments to Municipal Education Advisory Committee** – Mayor Edwards explained that a recently passed law now allows municipalities to use tax payer’s money to build schools. From this, Charlotte-Mecklenburg School Board developed the newly formed Municipal Education Advisory Committee. Each town is required to have an elected official on this board to advise on school safety, consider future bond initiatives and identify opportunities where municipalities could fund new schools within their boundaries.

Council Member Joe Maxim expressed interest in being on this board with Mayor Edwards as an alternate. Hearing no questions, comments, or opposition, Council Member Debbie Fowler moved to appoint Joe Maxim to the board with Mayor Edwards as alternate. All were in favor and both were appointed to the Municipal Education Advisory Committee.

B. **Resolution No. 2018-10 in Support of Light Rail Extension (Mayor Edwards)** – Mayor Edwards stated that there was renewed interest in having the Light Rail System extend into Pineville and on to the Ballantyne area. He stated that if Pineville was interested, we would need to supply a Resolution stating the town’s interest in supporting these efforts. Mayor Edwards added that this was not part of the immediate plans for CATS but would be put on their Strategic Plan for the future and it would not be a commitment from the town, but a way for CATS to get it on their Strategic Plan. If it were to happen, CATS would still need to come back before Council for approval. Council Member Joe Maxim moved to approve the Resolution of Support, seconded by Mayor Pro Tem Phillips. There were ayes by all and Resolution No. 2018-10 in Support of Light Rail extending to Pineville was approved.

C. **Award Contract for Phase II Materials Contract for Carolina Place Mall (Pineville Electric/Electricities)**. Town Manager, Ryan Spitzer, spoke on behalf of Pineville Electric/Electricities. Phase I of the Carolina Mall electric upgrade project had been completed and the department was ready to move forward with the upgrades in Phase II. A bid had gone out for the materials needed for Phase II to take place. The results of the bid were supplied to all Council Members and their approval was needed in order to move forward with the project.

Mr. Spitzer answered questions from Council and explained that Stuart Britt, who was the engineer, was fine with the contract. The bid, however, was actually done by Southeastern Engineering which the town and Mr. Britt utilize for such projects. Hearing no further questions or comments, Council Member Melissa Davis moved to approve the contract, seconded by Council Member Debbie Fowler. There were ayes by all and the bid was approved unanimously.

D. **Staff Update:** Mr. Spitzer provided an update on the following:

- Mr. Spitzer stated that there would be a Work Session on October 22nd to review the space needs analysis final report.
- He reminded council of the planning retreat scheduled for October 25th
- He and Kristy settled on a color of cement for the Splash Pad
- He signed a contract for sidewalks – work to start after Fall Fest
- He reminded all of the upcoming events including Fall Fest, the Halloween Bash at the Park, and the town’s annual Fishing Tournament

At 7:33 p.m. Mayor Edwards called for a recess before moving to Closed Session.

CLOSED SESSION: Mayor Pro Tem Phillips motioned to move into Closed Session at 7:46 p.m., seconded by Council Member Fowler. There were ayes by all and they entered Closed Session per *NCGS 143-318.11(5)*. Once in Closed Session Mr. Andrew Trump provided an update on an on-going real estate item. After the discussion, Council consensus was to allow the Town Manager to move forward with the next step in the process. At 8:45 p.m. a motion was made and seconded to exit the Closed Session and re-enter Open Session.

ADJOURNMENT: Once back in Open Session, Mayor Pro Tem Phillips moved to allow Manager Spitzer to move forward with the next step of the real estate item. Council Member Melissa Davis seconded the motion and there were ayes by all. At 8:47 p.m., a motion was made by Council Member Debbie Fowler and seconded by Mayor Pro Tem Phillips to adjourn the meeting. There were ayes by all and the meeting adjourned.

Mayor Jack Edwards

ATTEST: _____
Barbara Monticello, Town Clerk



**MINUTES OF THE
TOWN COUNCIL WORK SESSION OF
MONDAY, OCTOBER 22, 2018 - 6:00 P.M.
PINEVILLE COMMUNICATIONS, 118 COLLEGE ST.**

The Town Council of the Town of Pineville met in a Work Session on Monday, October 22, 2018 at 6:00 p.m. at the Pineville Communications Bldg. at 118 College St. in Pineville.

ATTENDANCE

Mayor: Jack Edwards
Mayor Pro-Tem: David Phillips
Council Members: Melissa Davis, Joe Maxim and Debbie Fowler
Town Manager: Ryan Spitzer
Town Clerk: Barbara Monticello
Planning Director, Travis Morgan

Also in attendance were several individuals from Beacon Partners and Jeff Osborn from Osborn Engineering. Mr. Jim Stumbo of Stewart, Cooper, Newell Architects

CALL TO ORDER

Mayor Edwards called for a motion to open the Work Session. Mayor Pro Tem David Phillips moved to open the meeting at 6:00 p.m., seconded by Council Member Debbie Fowler. There were ayes by all and the meeting was opened.

DISCUSSION ITEMS:

- A. **Presentation of Proposed Distribution Warehouse** (*Travis Morgan*) – Planning and Zoning Director, Travis Morgan, stated that representatives from Beacon Partners were presenting preliminary plans for a warehouse on Downs Road. They were before council because the size of the proposed warehouse is 270,000 square feet; anything over 100,000 square feet requires conditional approval after a public hearing to be scheduled for a later date. The site is approximately 46.7 acres and the southern portion of the site is mostly floodplain. The building is proposed to be situated on higher ground due to a large drainage area in the front of the building and there appeared to be enough room to construct a possible outparcel in the future.

Mr. Morgan stated that his two biggest concerns were the possibility of manufacturing going into the site and outdoor storage. He wanted to zero in on that more to get a better idea of just what would be stored outside. He also listed in his staff report that sidewalks and streetscape are required along with a 100' undisturbed buffer between their property and two residential dwellings on the south side of the area. Building elevations and a landscape plan would also be required as well as a traffic study report.

Questions and comments from council followed with Mayor Pro Tem David Phillips asking what guidelines they would have to follow and if the concrete would need to be strengthened like the previous warehouse request for Lance. Mr. Morgan indicated that they would need to follow the same guidelines as was put in place for the Lance warehouse as well as strengthen the concrete as before. Mr. Morgan didn't have an exact parking count but stated he would be doing a full review of the plans to be sure they met requirements. Additionally, once their engineer drew up the plans he would be able to determine if there was enough room for trucks to turn around on the site.

Council Member Melissa Davis asked if there would be any manufacturing going on. Mr. Morgan stated that the building was intended for warehouse storage but the applicant would speak on it further. He wasn't sure what the exact distance was to the closest lot but guessed it was at least 1,000 feet but promised to follow-up on that question. He turned the floor over to the applicants. Mr. Peter Kidwell of Beacon Partners, stated that they would like to pitch this project as one that would allow several uses. Mr. John Core, also of Beacon Partners, added that they would like to consider the possibility of allowing Manufacturing Class I businesses as it would be a good opportunity for that type of business in that area. Council Member Davis was more concerned with the noise that a harder manufacturing type business might generate as well as traffic. Mayor Edwards had some reservations with some type of business going in there that they didn't like and the town being stuck with it but Mr. Morgan stated that thresholds could be set and requirements put in place requiring the applicant to go back before the board for approval of any such business.

Ms. Davis wanted to know how a traffic study could be done without knowing what type of business would be going into the space. Mr. Jeff Osborn of Osborn Engineering replied that a standard matrix system was used based on national averages. Mr. Morgan added that a traffic study was a "best guess" scenario and that since Downs Road was a state-maintained road, the applicant would have to coordinate some issues with them. Mr. Core responded that the traffic study wasn't large enough to warrant them submitting it to the state.

The applicant stated that they had a labeling/printing company interested in the manufacturing side of it. For the warehouse and outdoor storage there would be spools of wire, HVAC materials, roofing materials – materials related to the building industry that would be stored in and outside the warehouse. Mr. Morgan stated that if they could be as specific as possible on the outdoor storage, it would make things a lot easier on the Planning side of things. Town Manager, Ryan Spitzer, asked if the site would be gated but the applicant replied that with multi-users they normally wouldn't gate it. They really weren't planning on more than two buildings on the site as the topography was not well-suited for more than that. With all the flood plain in the area, most of it was undevelopable. Mayor Edwards asked the applicant to revise their plan with specifics, add the elevations and landscape plan and once their package was finalized, he asked they send it Travis in enough time to write his staff report and advertise for a Public Hearing so it could be presented at an upcoming Council Meeting. They were targeting the Public Hearing for the December 11th Council Meeting.

- B. Space Needs Analysis** (*Jim Stumbo of Stewart, Cooper, Newell Architects*) – Manager Spitzer stated that Mr. Jim Stumbo from Stewart, Cooper, Newell Architects was in attendance to give a brief presentation on his findings regarding the space needed for a new Town Hall building. Mr. Stumbo's report was included in the packet distributed to council members. He drew Council's attention to page 2 of his report showing the actual net size needed for a new town hall as 12,074 square feet, allowing for growth of an additional 4,830 square feet, and 20,000 square feet for a library, the total facility requirements came to 36,904 square feet. Mr. Spitzer added that there had been a lot of discussion as to whether to bring Telecommunications together with Town Hall or not and the discussions were continuing. Town Hall's current size was 6,181 square feet.

Council Member Joe Maxim asked if they had considered using the proposed Council Chambers for the Pineville Players theater productions. He wanted to be sure the space would not be underutilized. Mr. Stumbo stated that other towns had used the space for meetings but he had never heard of a Council Chambers being used for performances before. All agreed that the Pineville Players could continue to use the Hut for their productions. Mr. Spitzer stated that the county did not currently have a library in their budget this year but if we built it, they would find the money to fund it. They were still interested in having a library in Pineville. Council Member Melissa Davis suggested a room to display the history of Pineville and display local artists' works.

Mr. Spitzer stated he would take the findings to staff and discuss with them at their next staff meeting. Additionally, he will start talking to the county about their commitment to a library and finally, start the design process for a new Town Hall. He added that the town was going to decorate the tree on Main Street in the old Police lot as well as hold a tree lighting event at Lake Park. The salary study presentation was planned for the November 26th Work Session which is the Monday after Thanksgiving.

ADJOURNMENT: There being no further business to discuss, Council Member Joe Maxim motioned to adjourn the meeting, seconded by Mayor Pro Tem David Phillips. There were ayes by all and the meeting adjourned at 7:45 p.m.

Jack Edwards, Mayor

ATTEST:

Barbara Monticello, Town Clerk



**MINUTES OF THE
PINEVILLE TOWN COUNCIL OFF-SITE
STRATEGIC PLANNING RETREAT OF
OCTOBER 25, 2018 · 8:00A.M. – 5:00 P.M.
15720 Brixham Hill Ave., Charlotte, NC**

The Town Council of the Town of Pineville met for an off-site, all-day Strategic Planning Retreat to discuss and develop long-range goals for the town.

ATTENDANCE

Mayor: Jack Edwards

Mayor Pro-Tem: David Phillips

Council Members: Joe Maxim, Melissa Davis and Debbie Fowler.

Town Manager: Ryan Spitzer

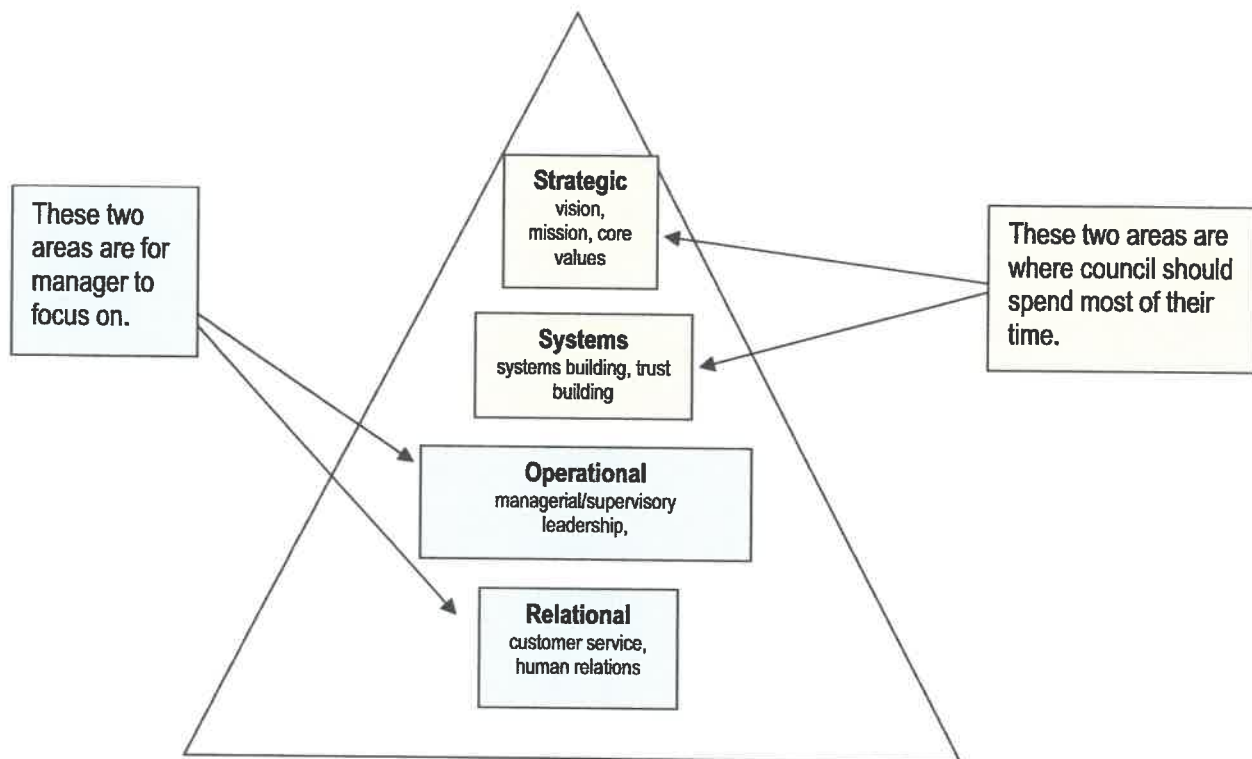
Town Clerk: Barbara Monticello

The meeting got underway around 8:20 a.m. once everyone arrived and got settled in. Mr. Mike Mowry of Strategic Government Resources, was hired to facilitate the meeting. He has always had an interest in how things get done and has had years of experience working with governments, public officials and management to concentrate on practicing better habits to produce better leadership. If the top layer of an organization is not functioning correctly, that trickles down to the rest of the organization which can cause it to become dysfunctional and when an organization is dysfunctional the anxiety level goes up and good judgement goes down. His role was to help Councils' focus on creating long-term goals by looking at the big picture and not just the here and now.

To emphasize good leadership skills, he hung poster boards around the room of the "Athenian Code" or rules to live by; a code of ethical conduct for leaders to strive for, to practice in their everyday routines and to follow throughout their lives. If public officials or heads of companies concentrate on and practice these good habits, their leadership skills will improve which will also enhance the quality of the decisions they make and the impact they have on the future.

One of the biggest roadblocks to good governance is when board members focus more on management instead of governance and to have good governance, there must be a clear mission/vision. Having a clear mission and vision is essential to having good leadership. It is more advantageous for Council to concentrate on results and not necessarily the way something is being done. It is important for Council to understand that their role is to set policies, establish a vision and instill a positive culture by establishing an environment that does not judge motives prematurely, does not set traps for their staff but one that promotes encouragement and self-worth.

Seven elements to good leadership include being external communicators, internal communicators, fiduciary overseers, policy developers, information systems overseers, priority enforcers and strategic visionaries but the foundation of all leadership is relationships. This is the basis for a type of leadership known as 4th Dimension Leadership where culture is instilled from the top down but leadership is built from the bottom up as illustrated below.



Mr. Mowry continued stating that strategic leadership was leadership of the future. He asked council to concentrate on moving from an Operational mentality to a more Strategic one. To help get them on this path, he gave council an exercise to break out into groups and indicate on a timeline events that have had either a positive or negative effect on the town in the last 15 years. Once the group re-convened, they noticed an upward trend, that there were more positives than negatives, that the town had been changing for a while and that a change in leadership disrupts the flow of growth. The exercise made it easier to look at the big picture to plan for the future by picking goals, making decisions and sticking to them. It will allow council to move forward with a clearer direction.

For the next exercise, Mr. Mowry had council break out into groups again and to think about what they wanted to be known or remembered for, because the things we want to be remembered for, are the drivers of our reputations. When done, the groups compared their lists to find they both had similar and positive things they agreed were important to be remembered for. Thinking about their reputations and what they wanted to be remembered for, helped them to focus on positive things and listing the positives made it easier to focus not only on what is important to them but what is important to the community as a whole. Comparing the lists and seeing the common themes in both, gave clarity to both groups on the items that were most important to focus on as goals.

The remainder of the retreat was conducted in a similar fashion with council breaking out into groups, performing exercises given to them by the facilitator and reconvening to review and compare answers. The exercises were designed to be interactive, thought-provoking, non-judgmental and most of all, productive. Participants of the groups were changed up for each exercise to give all council members an opportunity to interact with other members of council. Exercises included identifying strengths, weaknesses, opportunities and threats to the town as well as developing a story of how Pineville would look in the year 2040. Drawing upon the responses and results of these exercises, council was ultimately able to "drill down" to and agree on, seven of the most important areas for them to concentrate on in the next 3-5 years:

1. Land and retain Lending Tree as a new business in town
2. Improve the infrastructure in town
3. Support Light Rail
4. Improve amenities offered
5. Promote economic development
6. Maximize volunteerism
7. Transition to a paid fire department

From this list, council members were asked to provide three (3) milestones or mile markers under each of the seven (7) goals identified on what to do to reach those goals. All of this will give Town Manager, Ryan Spitzer, an idea of what council's visions are for the future. It will provide him with direction on how to proceed with staff and future planning. Mr. Mowry recommended that council adopt these goals or visions at one of its regular meetings and he also recommended having this kind of meeting again next year to update the goals. He asked council members to keep the following questions in mind: "what good, for what group, at what cost?"

He then went around the room asking each council member what they took away from this retreat. Most were surprised to find that everyone seemed to be on the same page. All agreed that they were able to work together cohesively with open minds, respectful of each other's ideas to come up with goals that everyone agreed upon as the most important areas to concentrate on for the future.

The retreat concluded at approximately 4:20 p.m.

Jack Edwards, Mayor

ATTEST:

Barbara Monticello, Town Clerk

CONSENT AGENDA ITEMS

a) Financial Report as of 10/31/18

Town of Pineville
Budget vs. Actual
10/31/2018

	<u>Budget</u>	<u>Actual</u>	<u>% of Budget</u>
Revenues			
Property Tax	\$ 6,475,000	\$ 1,145,049	17.68%
Prepared Food Tax	625,000	367,544	58.81%
Room Occupancy	590,000	104,504	17.71%
Franchise Tax	900,000	236,116	26.24%
Sales Tax	1,200,000	309,981	25.83%
Storm Water	405,000	74,423	18.38%
Powell Bill	201,760	68,000	33.70%
Other	1,204,346	724,789	60.18%
Appropriated F/B - Cultural Reserve	68,000	68,000	100.00%
Appropriated F/B - Restricted Police	166,000	166,000	100.00%
Appropriated F/B General	571,000	571,000	100.00%
Total	\$ 12,406,106	\$ 3,835,406	30.92%
Expenditures			
Governing Board	\$ 210,861	\$ 109,625	51.99%
Administration	780,074	223,483	28.65%
Zoning	304,513	85,639	28.12%
Police	5,136,461	1,855,719	36.13%
Fire	2,037,600	309,626	15.20%
Public Works	763,569	189,136	24.77%
Powell Bill	469,000	22,559	4.81%
Storm Water	357,924	112,018	31.30%
Sanitation	437,750	136,352	31.15%
Recreation	469,851	174,659	37.17%
Cultural/Tourism	1,334,503	448,181	33.58%
Cemetery	4,000	927	23.18%
Contingency	100,000	-	0.00%
Total	\$ 12,406,106	\$ 3,667,924	29.57%

Town Of Pineville
Johnston Road Realignment
10/31/18

	FY17	FY18	FY19	Total Project	Project Budget
<u>Road Realignment Revenue</u>					
DOT grant	-	-	-	-	
General Fund Balance				1,957,000	1,957,000
Total Road Realignment Revenue	-	-	-	1,957,000	1,957,000
<u>Road Realignment Expense</u>					
Land/Building	-	731,228		731,228	725,000
Engineering	-	74,089	20,477	94,566	307,000
Construction	-	-		-	925,000
Total Road Realignment Expense	-	805,317	20,477	825,794	1,957,000

Town Of Pineville
Splash Pad/Dog Park
10/31/18

	FY17	FY18	FY19	Total Project	Project Budget
Cultural & Tourism Reserves	-			361,460	361,460
Part F Grant	-	-	74,017	361,460	361,460
Total Part F Grant Revenue	-	-	74,017	722,920	722,920
Part F Grant Expense					
6201.7200.70	32,656	61,816	88,686	183,157	722,920
Total Part F Grant Expense	32,656	61,816	88,686	183,157	722,920

Town of Pineville
Electric Fund
10-31-2018

	<u>Budget</u>	<u>Actual</u>	<u>% of Budget</u>
Revenues			
Electric	12,984,851	4,799,423	36.96%
Expenditures			
Administration & Billing Support	468,371	180,174	38.47%
Purchased electricity	9,146,980	2,886,979	31.56%
Operations and Maintenance	3,369,500	446,580	13.25%
Total	<u>12,984,851</u>	<u>3,513,732</u>	<u>27.06%</u>

Town of Pineville
ILEC Telephone Fund
10/31/2018

	<u>Budget</u>	<u>Actual</u>	<u>% of Budget</u>
Revenues			
Revenues	1,604,540	475,385	29.63%
Telephone Reserves	1,510,610	1,510,610	100.00%
Total Revenue	<u>3,115,150</u>	<u>1,985,995</u>	63.75%
Expenditures			
Operating Transfer Out	499,357	-	0.00%
Operating Expenses	1,216,043	363,958	29.93%
Plant under Construction	<u>1,399,750</u>	<u>36,480</u>	<u>2.61%</u>
Total	<u>3,115,150</u>	<u>400,438</u>	12.85%

Town of Pineville
CLEC Telephone Fund
10/31/2018

	<u>Budget</u>	<u>Actual</u>	<u>% of Budget</u>
Revenues			
Revenue	999,254	333,061	33.33%
Transfer from ILEC	499,357		0.00%
Total	<u>1,498,611</u>	<u>333,061</u>	22.22%
Expenditures			
Operating Expenses	1,347,211	404,945	30.06%
Plant under Construction	<u>151,400</u>	<u>-</u>	<u>0.00%</u>
Total	<u>1,498,611</u>	<u>404,945</u>	27.02%

OLD BUSINESS

None

Public Hearings

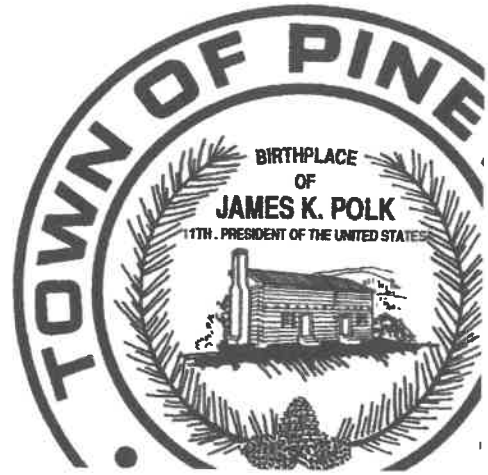
None

NEW BUSINESS

- A. Budget Amendment to Allocate Incoming Funds**
- B. Presentation on Police Motorcycles**
- C. Repair/Replace Gym Floor**
- D. Staff Update:**
 - 1) Manager's Report*
 - 2) Calendar of Events*

Memorandum

To: Mayor and Town Council
From: Richard Dixon
Date: 11/8/2018
Re: New Business - Budget Amendments



Attached is a Budget Amendment to appropriate funds from Shop with a Cop, funds received for traffic improvements for Franklin and Industrial Drive and appropriation funds for the "Quiet Zone" application fees. Should you have any questions, please feel free to contact me.

**TOWN OF PINEVILLE
BUDGET AMENDMENT**

WHEREAS, the Governing Board of the Town of Pineville, North Carolina adopted on the 12th day of June, 2018, the Town of Pineville budget for the fiscal year beginning July 1, 2018 and ending on June 30, 2019; and

WHEREAS, it is appropriate to amend the accounts in the fund listed for the reasons stated;

NOW, THEREFORE, BE IT ORDAINED by the Governing Board of the Town of Pineville, North Carolina, that in accordance with the authority contained in G.S. 159-15, the following accounts are hereby amended as shown and that the total amounts are herewith appropriated for the purposes shown.

Section 1: To amend the General Fund, the appropriations are to be changed as follows:

Department	Number	Decrease	Increase
Police - Shop with a Cop	5100		4,526
Powell Bill - CIP	5700		125,000
Planning	4100		25,000
Total			154,526

Section 2: To amend the General Fund, the estimated revenues are to be changed as follows:

	Number	Decrease	Increase
Shop with a Cop	3360		2,601
Appropriated Fund Balance	3350		1,925
Traffic Improvements	3010		150,000
Total			154,526

To amend appropriations for Shop with a Cop funds leftover from FY18 and amounts received in FY19.

To amend appropriations for traffic improvements for Franklin and Industrial Drive.

To amend appropriations for quiet zone application fees.

Section 3: To transfer budget between funds/departments

Department	Number	Decrease	Increase
Contingency	4200	12,200	
Administration	4200		12,200
Public Works	5600	52,564	
Stormwater	5705		52,564
Cultural & Tourism CIP	6300	50,000	
Splash Pad/Dog Park	6201		50,000
Total		114,764	114,764

To move budget from Contingency Funds to Administration for space needs assessment.
To move budget from Public works to Stormwater for purchase of truck
To move budget from General Fund/ Cultural Tourism CIP to Splash Pad/Dog Park Fund

Adopted this 13th day of November, 2018

Town of Pineville, North Carolina

John Edwards, Mayor

ATTEST:

Barbara Monticello
(Seal)

Memo

To: Pineville Town Council
From: Chief Robert Merchant
Date: 10/31/2018
Re: Zero Motorcycles for Patrol Fleets

We plan to implement a new tool for the COPS/Street Crime Unit. Zero motorcycles can be used for patrol, surveillance, traffic enforcement and can be a great public relations tool as well.

Zero motorcycles offers police motorcycles with customizable options to meet our specific needs to cover a variety of patrol applications.

With the ability to patrol both on-road and off-road areas, the new police motorcycles offer unique advantages over marked patrol vehicles with 4 wheels. They also offer advantages over other motorcycle applications because it is not a combustion-driven machine. Rather, it is 100% electric. The electric powertrain is nearly silent, providing officers with the advantage of stealth. It is also exhaust free and produces no heat, which makes for a comfortable ride. The motorcycle has instant torque and is very maneuverable for off-road application.

Finally, with the fuel cost averaging a penny per mile, and a maintenance-free powertrain, the zero motorcycle offers us the ability to save money while giving our officers a tactical advantage. I plan to use asset forfeiture funds to make this purchase.

Motorcycles of Charlotte
 731 Westinghouse Blvd.
 Charlotte NC 28273
 704-882-6106

PINEVILLE POLICE

Buyer's Order

Date 10/26/2018
 Deal No.
 Salesperson CHARLES HEARNE
 Lienholder NONE

PO BOX 249
 PINEVILLE NC 28134

H W 704-889-4683 C

Email sboyter@pinevillenc.gov

I hereby agree to purchase the following unit(s) from you under the terms and conditions specified. Delivery is to be made as soon as possible. It is agreed, however, that neither you nor the manufacturer will be liable for failure to make delivery.

Unit Information

New/U	Year	Make	Model	Serial No.	Stock No.	Price (Incl factory options)
New	2018	ZERO	FXPP-ZF7.2		Z18007	\$12,995.00

Options:

Dealer Unit Price	\$12,995.00
Factory Options	\$0.00
Added Accessories	\$1,575.00
Freight	\$495.00
Dealer Prep	\$495.00
Subtotal	\$15,560.00

ZERO FXP PARKING BRAKE	\$250.00
TOP BOX RACK KIT (WHITE SIDE PANELS)	\$125.00
WHITE METAL BOX SMALL	\$225.00
LED LICENSE PLATE KIT	\$200.00
ZERO SOFT SADDLEBAGS	\$150.00
COMMUTER SCREEN	\$200.00
12V ACCESSORY SOCKET KIT	\$75.00
Notes:	

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Cash Price	\$15,560.00
Trade Allowance	\$0.00
Payoff	\$0.00
Net Trade	\$0.00
Net Sale (Cash Price - Net Trade)	\$15,560.00
Sales Tax	\$477.87
Title/License/Registration Fees	\$76.00
Document or Administration Fees	\$369.00
Credit Life Insurance	\$0.00
Accident & Disability	\$0.00
Total Other Charges	\$922.87
Sub Total (Net Sale + Other Charges)	\$16,482.87
Cash Down Payment	\$0.00

Trade Information

Amount to Pay/Finance **\$16,482.87**
Monthly Payment of \$16,482.87 For 1 Months at 0.00% Interest

NOTICE TO BUYER: (1) Do not sign this agreement before you read it or if it contains any blank spaces to be filled in. (2) You are entitled to a completely filled in copy of this agreement. (3) If you default in the performance of your obligations under this agreement, the vehicle may be repossessed and you may be subject to suit and liability for the unpaid indebtedness evidenced by this agreement.

TRADE-IN NOTICE: Customer represents that all trade in units described above are free of all liens and encumbrances except as noted.
 *With Approved Credit. Interest rates and monthly payment are approximate and may vary from those determined by the lender.

Customer Signature _____

Dealer Signature _____

Thank You for Your Business!

From: [Rob Merchant](#)
To: [Ryan Spitzer](#)
Subject: FW:
Date: Thursday, November 8, 2018 10:22:19 AM
Attachments: [image007.png](#)

Robert K. Merchant, MBA
Chief of Police
Pineville Police Department
(704)889-2231
FBI National Academy 205



ZERO



MEMO

To: Mayor and Council
From: Ryan Spitzer, Kristy Detwiler
Date: 11/8/18
Re: **Gym Floor**



Presenting cost for repairing or replacing the gym floor. The gym floor is 23 years old, typically lifespan of a parquet gym floor is 25-30 years. Repairs will run between \$31,000.00 – 37,500.00. New floor quotes 83,600.00 – 111,000.00.

Gym Floor	
The Sports Flooring Group/Repair	
New floor	\$ 111,028.00
Option #1	\$ 30,769.50
Option #2	\$ 37,419.55
Sport Court Carolina/New Floor	
New floor	\$ 83,567.96

Summary of Water Damage to the Gym Floor

- During a heavy rain early July (4" in under 2 hours) - rain water came in the front gym door closest to the entrance. The water was immediately mopped up. Approximately 3 weeks later some of the gym floor pieces started coming up. It was determined that this was a result of the buildings 4" gutters and downspouts with guards that are not able to carry this amount of rain. As a result, rain just ran off the roof and puddled in the low lying area of the gym door.
- I reached out to Kevin at Carolina Harwood who has repaired/refinished the gym and Hut floors for several years. He took moisture readings that came out very high in a much larger area than we expected. Kevin said I needed to contact a water restoration company and suggested The Drying Center.
- I reached out to Reed at The Drying Center who took action to remove the flooring at the door where the damage occurred. Reed indicated that it would cost between \$19,000 - \$22,000 to demo, tent the floor and use desiccant dehumidifiers.

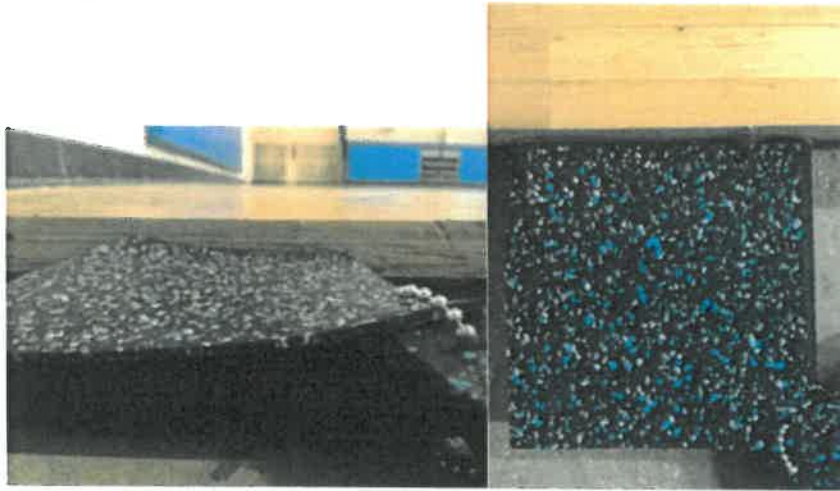


- I spoke with Richard about contacting the town's insurance about the damage.
- After meeting with Charles Hines the insurance adjuster he indicated the town's deductible was \$50,000. The League of Municipalities has indicated that the two water damaged areas are considered two separate claims.
- My next step was to reach out to a few different restoration companies to get quotes on drying the floor. After meeting with over 17 different companies; all of which had a different remedy. Some were honest and said there was nothing they could do; there was no way to dry under the wood floor because of the carpet and poly layers were barriers and there was no way to raise the floor and dry all the layers.
- Early September while I was dust mopping the gym floor I noticed the paint was cracked along the border of the court to the right as you enter the gym. This is a result of this area being under grade. The issue was repaired about 12 -15 years ago; digging out along the building and adding a moisture lock barrier on the wall to keep moisture out as well as installing a gravel drainage area in the court yard area.



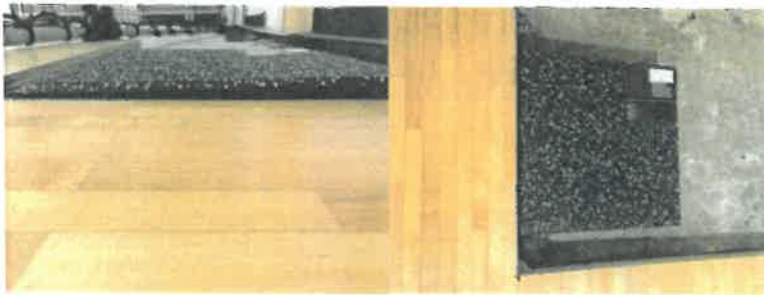
- Several issues that make repair/replacement difficult:
 - o The gym floor is no longer available.
 - o The gym floor was originally carpet; the carpet was not removed before the wood floor was installed.
 - o A layer of poly was installed on top of the carpet before installing the wood floor which caused the carpet and poly to hold moisture.
 - o The carpet/poly layer throws off the leveling of a new floor.
 - o The moisture issue that occurred in the area that is under grade will continue to be a problem. No company will guarantee a moisture barrier in this area so it has been recommended that we install removable rubber tiles along the border of the gym floor. The tiles can easily be removed the floor dried and replace the tiles.

- There is no way to dry under the damaged area because the carpet and poly are acting as a barrier. The floor will need to be removed.
- My last resort was to reach out to Gym Floor Companies in the area. I met with Sport Court Carolinas. Their recommendation was to replace the whole floor; they could not repair. Lastly, I met with Matt from The Sports Flooring Group. He took the time to research and come up with a solution so we would not have to replace the entire floor. Matt suggested removing the damaged area and replacing it with rubber tiles so that they can be removed to allow for ease of drying in the future. He stated the area that is under grade will continue to be a moisture problem. Matt has given us two options for rubber tiles.
 - Option 1 – These rubber tiles are lower than the gym floor so concrete will need to be poured to raise the floor up before installing the tiles. When a new gym floor is installed the concrete will need to be removed.



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- Option 2 – These tiles are higher than the floor so a metal stipe will need to be installed at the joint where the wood meets the rubber tile.





Steps to alleviate any further damage during heavy rains performed by the Park Maintenance Department

1. Installed new drainage pipe from downspouts.
2. Check and clean out drain pipes that run from the building downspouts.
3. Removed guards from gutters in the affected areas.
4. Install poly and sand bags at gym doors during heavy rain until problems are fixed.
5. Created a swell at the rear of the gym/courtyard area.
6. On kitchen side of building - rerouted downspouts to existing underground drainage. This step was performed above ground due to the concrete pads that the A/C units sit on.

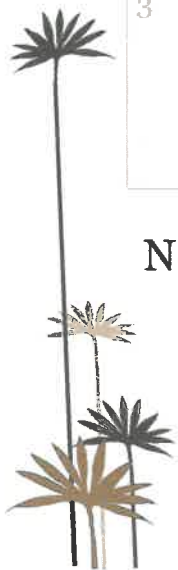
November

2018



Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
29	30	31	1	2	3	4
5	6	7	8	9	10	11
12 Veteran's Day All offices closed	13 Council Meeting 6:30 p.m. @ Hut	14	15	16	17	18
19	20	21	22 Thanksgiving All offices 	23 Holiday Closed. 	24	25
26 Council Work Session 6:00 @ Telephone	27	28	29	30	1	2
3	4	5	6	7	8	9

Notes:



December

2018

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
26	27	28	29	30	1	2
3	4	5	6	7	8	9
10	11 Council Meeting @ Hut @ 6:30 PM	12	13	14	15	16
17	18	19	20	21 Holiday Lunch Party @ Dave & Busters 11:00 - 2:00 p.m.	22	23
24 All town Offices 	25 Closed for 	26 Christmas Holiday 	27	28	29	30
31 	1 New Year's Day - Offices Closed 	2	3	4	5	6

Notes:



CLOSED SESSION

*Discussion of matters pursuant
to NCGS 143-318.11(6)*

ADJOURNMENT