

**TOWN OF MCADENVILLE COUNCIL AGENDA
TUESDAY, JUNE 9, 2020 @ 6:00 PM
VIRTUAL MEETING HOSTED ON ZOOM**

- 1. CALL TO ORDER**
- 2. ADJUSTMENT & APPROVAL OF JUNE AGENDA:** Items will only be added or removed upon approval of the Mayor and Town Council.
- 3. CONSENT AGENDA:** The items of the "Consent Agenda" are adopted on a single motion and vote, unless the Mayor or Council wishes to withdraw an item for separate vote and/or discussion:
 - a) **Budget Amendment Ordinance #2020-001:** Ordinance authorizing the final amendments to the Budget for Fiscal Year beginning July 1, 2019. The amendments will not affect the net appropriations of either fund.
 - b) **Approval of Minutes:** Regular Meeting of May 12, 2020 and the Special Meeting/Joint Public Hearing minutes of May 28, 2020.
 - c) **Contract to Audit Accounts:** Butler & Stowe has submitted their Contract to Audit Accounts for the Town of McAdenville for the year ending June 30, 2020 in the amount of \$22,600.00. Audit prep cost is \$18,750 and writing the Financial Statement is \$3,850.
- 4. PUBLIC HEARING FOR PROPOSED 2020-2021 BUDGET:** This is the required Public Hearing on the proposed budget for the fiscal year beginning July 1, 2020.
- 5. ADOPTION OF BUDGET ORDINANCE #2020-002 FOR FISCAL YEAR 2020-2021:** The total for the Proposed Budget for the Town of McAdenville for Fiscal Year 2020-2021 is \$1,703,100 with no change to the ad valorem tax rate of .33 cents per \$100 assessed valuation.
- 6. ADOPTION OF WATER/SEWER RATES AND FEE SCHEDULE FOR FY 2020-2021:** A copy of the Water & Sewer Rates and Fee Schedule are included as part of the FY2020-21 Proposed Budget. The Water & Sewer Rates are being increased by 5% to offset the wholesale rate increase implemented by the City of Gastonia.
- 7. UDO TEXT AMENDMENT – TELECOMMUNICATION TOWERS AND FACILITIES:** A request for a text amendment to UDO Sections 8.4.22(D) and 8.4.22(I) Telecommunication Towers and Facilities was received from Hellman Yates & Tisdale, PA on April 24, 2020. A joint Public Hearing was conducted by Council and the Planning Board on Thursday, May 28, 2020 to review and discuss said request and receive public comment. The Planning Board will submit their recommendation on the UDO text amendment request for Council review and action.
 - a) **Planning Board Recommendation:** The Planning Board voted to reject Crown Castle's request for text amendments to UDO Section 8.4.22 (D) & (I) at the May 28th meeting. Chairman Kevin Lamp will present Council with the reasons for the Planning Board's decision and answer questions.
 - b) **Request to Speak:** Crown Castle representatives Jonathan Yates, Tony Stewart and Steven Kennedy have requested to speak on their proposed text amendment request.

8. **POLICE DEPARTMENT REPORT:** Chief Adams, CPD, will report on police activity for the month of May and address any concerns of Council.
9. **COUNCIL GENERAL DISCUSSION:** This is an opportunity for the Mayor and Council to ask questions for clarification, provide information to staff, or place an item on a future agenda.
10. **OPPORTUNITY FOR PUBLIC COMMENT:** Public comments may be submitted by attendees anytime during the webinar via the chat feature or emailed to the Town Clerk prior to the meeting at clerk@tonwofmcadenville.org. Comments will be read individually.

ADJOURN

ORDINANCE 2020-001
ORDINANCE AMENDING BUDGET
FOR THE TOWN OF MCADENVILLE NORTH CAROLINA
FOR THE FISCAL YEAR BEGINNING JULY 1, 2019

BE IT ORDAINED by the Mayor and Town Council of the Town of McAdenville, North Carolina meeting in open session this 9th day of June 2020 that the following amendment to the Budget Ordinance for the Town of McAdenville, North Carolina for the Fiscal Year beginning July 1, 2019 is hereby adopted:

SECTION I: To amend the General Fund, the appropriations are to be changed as follows:

**Changes will result in NO increase or decrease in the net appropriations for the General Fund.*

10-420-18 (E)	Building Maintenance	Increase	\$ 7,000
10-420-25 (E)	Equip/Software Maint	Increase	\$ 3,500
10-500-01 (E)	Streets – Powell Bill	Increase	\$ 7,500
10-700-45 (E)	Park Maintenance	Increase	\$ 25,000
10-901-21 (E)	Transfer to PARTF Grant	Increase	<u>\$ 5,121</u>
			\$ 48,121
10-420-03 (E)	Temp Salaries/Intern	Decrease	\$ 9,500
10-420-32 (E)	Capital Outlay	Decrease	\$ 12,121
10-700-44 (E)	Street Maintenance	Decrease	<u>\$ 26,500</u>
			\$ 48,121

SECTION II: To amend the W&S, the appropriations are to be changed as follows:

**Changes will result in NO increase or decrease in the net appropriations for the W&S Fund.*

30-350-22 (R)	Loan Proceeds-SFS	Increase	\$ 320,494
30-600-40 (E)	Professional Services	Increase	\$ 1,000
30-600-42 (E)	Contract Services	Increase	<u>\$ 19,000</u>
			\$ 340,494
30-350-16 (R)	Fund Balance Approp	Decrease	\$ 320,494
30-600-03 (E)	W/S Line Maint & Repairs	Decrease	\$ 8,000
30-600-07 (E)	Metered Sewer Charges	Decrease	<u>\$ 12,000</u>
			\$ 340,494

This Ordinance is approved and adopted this 9th day of June 2020.

Attest:

Jim Robinette, Mayor

Lesley Dellinger, Town Clerk

TOWN OF MCADENVILLE MINUTES MAY 12, 2020

The McAdenville Town Council met in Regular Session on Tuesday, May 12, 2020 at 6:00 PM in a virtual format via a webinar hosted on zoom. The webinar was available live, and the link was distributed to the Sunshine List and made available on the Town's website.

PRESENT:

Mayor Jim Robinette and Mayor Pro-tem Jay McCosh; Council Members: Reid Washam, Carrie Bailey, and Joe Rankin. Also present: Attorney Jim Windham, Police Chief Adams, and Town Administrator/Clerk Lesley Dellinger. Councilmember Greg Richardson was absent.

CALL TO ORDER & PLEDGE OF ALLEGIANCE:

Mayor Robinette called the meeting to order at 6:03 PM.

ADJUSTMENT & APPROVAL OF APRIL AGENDA:

The May Agenda was approved by motion of Mayor Pro-tem McCosh and second by Reid Washam with the following adjustments: The approval of the interlocal agreements for police and fire protection and the fire station lease were removed from the consent agenda and moved to Item 4. The remaining agenda numbers were adjusted accordingly from 5 through 8.

CONSENT AGENDA:

The items of the Consent Agenda were unanimously approved by motion of Joe Rankin, second by Mayor Pro-tem McCosh and unanimous vote:

- a) **Approval of Minutes:** Regular Meeting of April 14, 2020 and the Special Meetings (Budget Work Sessions) of April 29, 2020 & May 7, 2020.
- b) The Interlocal Agreements for Police and Fire Protection were removed from the consent agenda.

INTERLOCAL AGREEMENTS FOR POLICE & FIRE PROTECTION:

The contracts for Police and Fire services have been received from the Town of Cramerton for approval. The Police contract is for 5-years beginning July 1, 2020 with a 5-year renewal option. The amount of the contract for FY20/21 through FY 21/22 is for \$255,000/year with a negotiable 5% increase each year if evidenced by increases in salaries/benefits or operational costs. The Fire Protection contract is for 3-years beginning July 1, 2020 in the amount of \$65,000/year. Increases in the fire protection contract may only be negotiated in the event of a substantial change in population, commercial properties, or addition of multi-family/high density housing within McAdenville. The fire station lease agreement will be for a term equivalent to the Fire Protection contract. Staff stated that she had noted several clerical errors in the language of the agreements and reviewed these items with Council. Following discussion, Reid Washam motioned to approve the three (3) contracts and authorized the Town Administrator to oversee the minor adjustments to the language. The motion was seconded by Carrie Bailey and approved with unanimous vote.

BID AWARD FOR PRV REPLACEMENT PROJECT:

Three bids were received during the informal bidding process conducted by Clayton Engineering for the McAdenville PRV replacement project. Hickory Sand Company - \$187,785.00 or \$189,785.00 with bonds, Pioneer Utilities - \$213,000.00 or \$223,650.00 with bonds, and BW Service Solutions - \$74,775.00 or \$79,251.00 with bonds. Clayton Engineering has reviewed the

executed bid forms and is recommending the Town proceed with the low bid submitted by BW Service Solutions. Councilman Washam stated that he was not comfortable with omitting the performance bond since it provided financial protection for the Town if the contractor failed to meet their obligations outlined in the contract. Mayor Pro-tem McCosh stated that the recommended low bid was a company which was owned and operated by a McAdenville resident with long standing family ties to the community and that he felt comfortable with omitting the performance bond requirement as a cost saving measure. The Mayor agreed that he had a level of comfort omitting the bond requirement if the bid award was going to BW Service Solutions. Town staff then answered questions related to an alternate bid proposal received from BW Service Solutions which eliminated the bypass installation as a value engineering option. She recommended moving forward with the bid for the current specifications until Clayton Engineering and TRU representatives had a chance to further review the alternate plan details. Mayor Pro-tem McCosh motioned to award BW Service Solutions the contract for the McAdenville PRV Replacement Project for \$ 74,775.00. The motion was seconded by Joe Rankin and passed unanimously.

POLICE DEPARTMENT REPORT:

Chief Adams, Cramerton Police Department, stated that he would be happy to address any questions or concerns regarding the updated monthly report included in the agenda packet. He added that his entire staff was healthy and that they were continuing the precautionary measures to protect themselves and the public during the COVID-19 crisis. Additionally, he thanked Council for renewing the Police Service contract allowing the CPD the opportunity to continue serving the Town of McAdenville and its citizens.

The Mayor stated that the incident involving a vehicle driving on the greenway was concerning and requested the Chief provide direction for preventing this issue in the future. Chief Adams stated that the access to the greenway could be prevented with the installation of bollards and appropriate signage and agreed to assist Town Staff with design and placement.

COUNCIL GENERAL DISCUSSION:

Joe Rankin thanked Lesley Dellinger for organizing and managing the new virtual meeting process via the zoom application and for her work on the FY20-21 budget preparation.

Lesley Dellinger stated that B.P. Drainage Solutions has mobilized and began the repairs for the flood damaged area of the greenway. Labella is handling the construction administration on behalf of the Town. The repairs should be completed within two weeks barring any major weather events.

OPPORTUNITY FOR PUBLIC COMMENT:

No public comments were presented.

ADJOURN:

There being no further business to come before the board, the meeting adjourned at 6:40 PM upon motion of Joe Rankin, second of Reid Washam with unanimous vote.

Jim Robinette, Mayor

Lesley Dellinger, Town Clerk

TOWN OF MCADENVILLE MINUTES MAY 28, 2020

The McAdenville Town Council met in Special Session on May 28, 2020 at 5:30 PM in a virtual format via a webinar hosted on zoom. The webinar was available live, and the link was distributed to the Sunshine List and made available on the Town's website. Proper notice of the Public Hearing was published in the Gaston Gazette.

CALL TO ORDER:

Mayor Robinette called the meeting to order at 5:30 PM.

The Mayor stated that the purpose of the Special Meeting was to conduct a joint public hearing of the McAdenville Town Council and McAdenville Planning Board. During the Public Hearing, the boards will receive information on the proposed text amendment to Sections 8.4.22(D) and 8.4.22(I) of the McAdenville UDO on Telecommunication Towers and Facilities.

ROLE CALL:

Mayor Robinette conducted role call for the Board members.

Town Council Members Present

Mayor Pro-tem, Jay McCosh
Carrie Bailey
Joe Rankin
Reid Washam
Greg Richardson

Planning Board Members Present

Chairman, Kevin Lamp
Davis Elkins
Andy Westmoreland
Denise Palm-Beck
William Clark

PUBLIC HEARING:

Upon motion by Mayor Pro-tem McCosh and second by Joe Rankin the Public Hearing on the proposed UDO Text Amendments was opened. The Town Administrator/Clerk reviewed the UDO requirements for text amendments and presented the requested change. The Mayor then invited the Crown Castle representatives to speak on behalf of their request.

Attorney Jonathan Yates thanked the Boards for consideration of the proposed text amendments. He stated that they were requesting Section 8.4.22(D) be updated to remove the restriction of only allowing cell towers to be placed in rear yards, and Section 8.4.22(I) be updated to allow the engineered fall radius of a cell tower determine the setbacks within a parcel when it is less than the standard requirement of .75 foot for every one (1) foot of actual tower height. Crown Castle Engineer Justin Kline explained how towers can be engineered to reduce the fall radius. Steven Kennedy, Biwabkos Consultants, LLC, presented a slide show presentation demonstrating the coverage area provided by the current cell tower and the dead zones that would be created once it was removed.

The Mayor opened the floor and invited public comment. No public comment was received. Upon motion by Reid Washam, second by Greg Richardson the public hearing period was closed.

ADJOURN:

There being no further business to come before the board, the meeting adjourned at 6:04 PM upon motion of Joe Rankin, second of Mayor Pro-Tem McCosh with unanimous vote.

Jim Robinette, Mayor

Lesley Dellinger, Town Clerk

May 20, 2020

P.O. Box 2379
109 W. Third Ave.
Gastonia, NC 28053
704.864.8311
704.864.1716 (FAX)

Town of McAdenville
Post Office Box 9
McAdenville, North Carolina 28101

We are pleased to confirm our understanding of the services we are to provide the Town of McAdenville for the year ended June 30, 2020. We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of the Town of McAdenville as of and for the year then ended. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the Town's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statement in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the Town's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

(1) Management's Discussion and Analysis

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

- 1) Schedule of Ad Valorem Taxes Receivable
- 2) Analysis of Current Tax Levy
- 3) Schedule of Expenditures of Federal Awards
- 4) Schedule of Proportional Share of Net Pension Liability
(Asset) – Local Government Employees' Retirement System
- 5) Schedule of Contributions – Local Government Employees'
Retirement System

Audit Objectives

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

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit, we become aware that Town of McAdenville is subject to an audit requirement that is not encompassed in the terms of this engagement, we will

communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Audit Procedures – General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide assurance of detecting waste and abuse.

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

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

Audit Procedures – Internal Controls

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

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures – Compliance

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

Other Services

We will also assist in preparing the financial statements and related notes of the Town of McAdenville in conformity with U.S. generally accepted accounting principles based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for designing, implementing and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, and for evaluating and

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

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

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

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

You are responsible for preparation of the supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (a) you are responsible for presentation of the supplementary information in accordance with GAAP; (b) that you believe the supplementary

information, including its form and content, is fairly presented in accordance with GAAP; (c) that the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (d) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

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

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

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

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

We expect to begin our audit on approximately August 17, 2020 and to issue our reports no later than January 31, 2021. Robert W. Adams is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign them. Our fee for the services will be \$22,600, as detailed in our Contract to Audit Accounts. Our invoice for fees, once approved by the North Carolina Local Government Commission is due and payable upon receipt.

Town of McAdenville

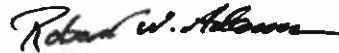
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May 20, 2020

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

Very truly yours,

BUTLER & STOWE



Robert W. Adams, CPA
Managing Partner

RESPONSE:

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

By: _____

Title: _____

Date: _____

ORDINANCE 2020-002
ORDINANCE ADOPTING A BUDGET FOR THE
TOWN OF McADENVILLE, NORTH CAROLINA FOR
THE FISCAL YEAR BEGINNING JULY 1, 2020 AND ENDING JUNE 30, 2021

BE IT ORDAINED by the Town Council of the Town of McAdenville, North Carolina meeting in open session this 9th day of June 2020, that the following anticipated revenues and departmental expenditures are hereby appropriated and approved for the operation of the Town of McAdenville and its activities for the Fiscal Year beginning July 1, 2020, and ending June 30, 2021.

SECTION I – GENERAL FUND EXPENDITURES: A total of \$891,100 is hereby authorized to be expended from the department accounts of the General Fund as follows:

Governing body	\$ 18,650
Administrative Department	\$ 330,650
Admin Dept – Fire Service	\$ 65,000
Admin Dept – Garbage Service	\$ 100,000
Street Const & Maint. (Powell Bill)	\$ 34,000
Elections	\$ - 0 -
Police Department	\$ 271,000
Public Works Department	\$ 66,800
Capital Expenditures	<u>\$ 5,000</u>
TOTAL	\$ 891,100

SECTION II – WATER AND SEWER FUND EXPENDITURES: A total of \$812,000 is hereby authorized to be expended from the Water and Sewer Fund as follows:

Water and Sewer Department	<u>\$ 812,000</u>
TOTAL	\$ 812,000

SECTION III – GENERAL FUND REVENUES: The Town Council does estimate that the following revenues will be available during the fiscal year beginning July 1, 2020 and ending June 30, 2021:

Ad Valorem Taxes	\$ 448,000
Tag & Tax	\$ 22,000
Utility Franchise Tax	\$ 260,000
Sales Taxes	\$ 120,000
Powell Bill	\$ 19,000
Alcohol / Beverage Tax	\$ 2,500
Solid Waste Disposal	\$ 400

Interest Income General Fund (GF)	\$ 3,500
Interest Income Powell Bill (PB)	\$ 200
Bldg. and Zoning Fees	\$ 500
Miscellaneous Income	\$ - 0 -
Fund Balance Appropriations GF	\$ - 0 -
Fund Balance Appropriations PB	<u>\$ 15,000</u>
TOTAL	\$ 891,100

SECTION IV – WATER AND SEWER FUND REVENUES: The Town Council does estimate that the following Revenues will be available during the fiscal year beginning July 1, 2020 and ending June 30, 2021:

Charges for Service	\$ 607,000
County Agreement-SFS Project	\$ 100,000
Interest Income	\$ 5,000
Fund Balance Appropriations W&S	\$ 100,000
Transfer from General Fund (GF)	<u>\$ - 0 -</u>
TOTAL	\$ 812,000

SECTION V – LEVY OF TAXES: There is hereby levied, for Fiscal Year 2020-2021, an Ad Valorem Tax Rate of \$0.33 on each one hundred dollars (\$100.00) valuation of taxable property as listed for taxes as of January 1, 2020. This rate is based on an estimated 99.08% collection rate which was at least the collection rate experienced during the 2019-2020 fiscal year.

There is also hereby levied, for Fiscal Year 2020-2021, a Vehicle tax of \$5.00 per year upon any vehicle resident in the Town of McAdenville.

SECTION VI – FEES SCHEDULE: The Town Council shall adopt a schedule of fees and rates for various services, as may be amended from time to time as determined appropriate, to provide funding to cover costs for the provision of designated services.

SECTION VII – SPECIAL AUTHORIZATION – FINANCE OFFICER: The finance officer is hereby authorized to reallocate appropriations within departments and among the various line items not organized by departments as deemed necessary.

The Finance Officer shall be authorized to execute interdepartmental transfers, within the same fund, not to exceed ten percent (10%) of the appropriated monies for the department whose allocation is reduced. Notification of such transfers shall be made to the Town Council at its next regular meeting following the date of transfer.

Budget Ordinance for Fiscal Year 2020-2021 adopted this 9th day of June 2020.

Jim Robinette
Mayor

Attest:

Lesley Dellinger
Town Administrator/ Clerk

To: McAdenville Town Council
From: Kevin Lamp on behalf of the McAdenville Planning Board
Date: June 3, 2020
RE: UDO Text Change Vote

On May 28 the McAdenville Planning Board vote 4-2 to reject Crown Castle's request for two text amendments to the current UDO. The suggested changes were to be applied to sections 8.4.22(D) and 8.4.22(I). These changes were requested to allow Crown Castle to proceed with the planned installation of a cell phone tower on parcel 134442 designated as C-1.

The Planning Board voted again the suggested changes for the following reasons.

1. While Crown Castle did explore another possible site, the Board was unconvinced that they had done its due diligence in investigating all possible sites including those that may have worked without changing the UDO.
2. While the representative for Crown Castle cited examples of NC ordinances that reflect the suggested changes, Board Member Dennis Terry cited several examples that are similar to the current ordinances. The board concluded that there is no compelling evidence that there is anything wrong with the ordinances as written.

Kevin Lamp
Chair, McAdenville Planning Board

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April 24, 20

VIA EMAIL and USPS

Lesley Dellinger
Town Administrator/ Clerk
163 Main Street,
McAdenville, NC 28101

Re: Text Amendment to UDO

Dear Leslie,

We respectfully request an amendment to Sections 8.4.22(D) and 8.4.22(I) of the UDO. We would ask that the first sentence of 8.4.22(D) be removed and the words "In addition" to be removed from the second sentence. We would ask that the word "greater" in the first sentence of 8.4.22(I) be removed and the word "lesser" be inserted in its place. Attached hereto and incorporated herein by reference as Exhibit "A" are the proposed changes to the UDO. The purpose of the revised text amendment is to correct the UDO and bring it in line with more accepted practices in North Carolina.

We would ask that this proposed UDO text amendment be placed on an agenda for public hearing before Town Council and the Town of McAdenville Planning Board in May. If you have any questions or require clarification on our request for the text amendment to the UDO, please do not hesitate to contact me at (843) 414-9754.

Thank you so much for all your help with this.

With warmest regards, I am

Yours very truly,



Jonathan L. Yates

JLY:jlc
Enclosures

EXHIBIT A

Existing Section 8.4.22(D):

Where a telecommunication tower is located on a lot with an existing principal use, the tower shall be located in the rear yard only. In addition, an access road of at least twelve (12) feet wide shall be maintained by the property owner and/or the applicant from a public street to the tower for use by service and emergency vehicles.

Proposed Section 8.4.22(D):

An access road of at least twelve (12) feet wide shall be maintained by the property owner and/or the applicant from a public street to the tower for use by service and emergency vehicles.

Existing 8.4.22(I):

Minimum setback requirement, on all sides of the property including road right-of-way, or leased area of a parcel, shall be seventy-five hundredths (.75) foot for every one (1) foot of actual tower height (i.e. a 199.9 foot tower would require a 149.9 foot setback on all sides), or the documented collapse zone, whichever is greater in all zoning districts in which telecommunication towers are allowed. This requirement shall not be applicable to a telecommunication tower proposing to locate in the C-3 and Industrial (except I-U) zoning districts. These setback requirements are established to prevent ice-fall materials and/or debris from tower failure or collapse from damaging off site property.

Setbacks for free standing towers in the C-3 and Industrial (except I-U) districts setbacks shall be determined by the underlying zoning district.

Setbacks for towers located within leased areas shall be measured to the edge of the parcel in which the leased area is located.

Proposed 8.4.22(I):

Minimum setback requirement, on all sides of the property including road right-of-way, or leased area of a parcel, shall be seventy-five hundredths (.75) foot for every one (1) foot of actual tower height (i.e. a 199.9 foot tower would require a 149.9 foot setback on all sides), or the documented collapse zone, whichever is lesser in all zoning districts in which telecommunication towers are allowed. This requirement shall not be applicable to a telecommunication tower proposing to locate in the C-3 and Industrial (except I-U) zoning districts. These setback requirements are established to prevent ice-fall materials and/or debris from tower failure or collapse from damaging off site property.

Setbacks for free standing towers in the C-3 and Industrial (except I-U) districts setbacks shall be determined by the underlying zoning district.

Setbacks for towers located within leased areas shall be measured to the edge of the parcel in which the leased area is located.