

**TOWN OF MCADENVILLE COUNCIL AGENDA
TUESDAY, DECEMBER 12, 2023 @ 5:00 PM
163 MAIN STREET, MCADENVILLE, NC**

1. **CALL TO ORDER, PLEDGE OF ALLEGIANCE & INVOCATION**
2. **OATH OF OFFICE:** Roxann Rankin, Clerk of Superior Court, Gaston County, will administer the oath of office for reelected Mayor Jim Robinette and Council Members Joe Rankin and Reid Washam.
3. **ADJUSTMENT & APPROVAL OF THE DECEMBER AGENDA:** Items will only be added or removed upon approval of the Mayor and Town Council.
4. **APPOINTMENT OF MAYOR PRO TEMPORE:** General Statutes direct that the Town Council, at its organizational meeting, elect a mayor pro tempore, who is to serve at its pleasure. The direct role of the pro tem is to preside over council meetings in the mayor's absence. While presiding, the mayor pro tem may vote as a council member but may not, as presiding officer, vote to break a tie. (In the absence of both the Mayor and Pro Tem, the council members may select a temporary presiding officer).
5. **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. **Approval of Minutes:** Regular Meeting and Closed Session of November 14, 2023.
 - b. **Town Council Meeting Schedule for 2024.**
 - c. **Reappointment of Jay McCosh as McAdenville's Centralina Regional Council Delegate for 2024.**
6. **POLICE DEPARTMENT REPORT:** Chief Adams, Cramerton Police Department, will be present to report on police activity for the month of November and address any traffic/public safety issues related to the Christmas Town event or other concerns of the Council.
7. **STAFF REPORT:** Lesley Dellinger will provide updates on town business & open projects and answer questions from the Town Council.
8. **OPPORTUNITY FOR PUBLIC COMMENT:** This is an opportunity for members of the public to address items to the Mayor and Council. Speakers are asked to stand, state their name and address for the record, and limit comments to no more than five minutes.
9. **COUNCIL GENERAL DISCUSSION:** This is an opportunity for the Mayor and Council to ask questions for clarification, provide information to staff, or place a matter on a future agenda.

ADJOURN

**TOWN OF MCADEVILLE MINUTES
NOVEMBER 14, 2023**

The McAdenville Town Council met in regular session on Tuesday, November 14, 2023, at 6:00 PM in the Council Chambers of Town Hall located at 163 Main Street, McAdenville N.C.

PRESENT:

Mayor Jim Robinette and Mayor Pro-Tem Reid Washam; Council Members: Carrie Bailey, Jay McCosh, Greg Richardson, and Joe Rankin. Also in attendance: Attorney Chris Whelchel, Police Captain Harris, and Town Administrator/Clerk Lesley Dellinger.

CALL TO ORDER:

Mayor Robinette called the meeting to order at 6:00 PM and led in the Pledge of Allegiance. Councilwoman Carrie Bailey opened the meeting with prayer.

ADJUSTMENT & APPROVAL OF AGENDA:

The November Agenda was approved as submitted by motion of Greg Richardson, second by Jay McCosh and unanimous vote.

CONSENT AGENDA:

The items of the Consent Agenda were unanimously approved by motion of Joe Rankin, second by Carrie Bailey:

- a) **Approval of Minutes:** Regular meeting October 10, 2023.
- b) **Water Shortage Response Plan:** Resolution No. 2023-007 was approved accepting the revised 2023 Water Shortage Response Plan for the Town of McAdenville.

GRANT PROJECT UPDATE BY WITHERS/RAVENEL:

Chris Rosenboom, WithersRavenel Director of Utilities for the Charlotte Region, attended the meeting to provide information to the Board on the status of the grant funded DWI water projects, future funding application for the Main Street Water Main Extension Project, and answer questions. He began with the first award (SRP-D-ARP-0108) for the Water System Improvements Project which includes a 10” water interconnection on Wesleyan Drive and new meter/backflow installations at the I-85 and Saxony manufacturing facilities. Chris stated that design and permitting for the projects is scheduled for completion in December and bid advertisement is anticipated in Spring of 2024. Next an overview of the Water Rehabilitation Project (VUR-D-ARP-0099) was given stating it would involve upsizing and replacement of aging water lines on Ford Drive, Oak Drive, Pine Drive, Poplar Street, McAdenville Avenue, and Fir Street. He added that this project targets some of the oldest water infrastructure in McAdenville and will replace over 6,000 linear feet of 2” galvanized water lines with 6” PVC. Design and permitting for this

project are scheduled for completion in April 2024 and bid advertisement is anticipated in Fall of 2024. Chris added that since both grant projects were funded with American Rescue Plan monies that construction and expenditure of funds must be completed by December 31, 2026. The final item discussed was the future funding application for a water main extension along Main Street. Chris stated that the next round of grant funding is expected to be available for infrastructure expansion to support future development and the Main Street project would be a viable project under these parameters. He added that the Main Street water main project would tie in perfectly with the interconnect project currently funded on Wesleyan Drive satisfying the system hydraulic looping requirement set forth by Two Rivers for future consolidation. Following a Q&A session, Mayor Robinette thanked Chris Rosenboom for his time and presentation.

ACCEPTANCE OF GRANT AWARD – WATER SYSTEM IMPROVEMENTS PROJECT:

The Town of McAdenville has been approved for American Rescue Plan (ARP) funding from the State Fiscal Recovery Fund in the amount of \$3,269,750. The grant offer is made by the Division of Water Infrastructure (DWI), project #SRP-D-ARP-0108. The intent of the Water Improvements Project is to create an interconnect looping the Town's two water systems and installation of backflow devices to meet current state code. This is a pivotal project in the regionalization efforts with the City of Gastonia. Staff presented the following items for Council's consideration and vote:

1. Resolution 2023-008 accepting the DEQ/DWI grant offer in the amount of \$3,269,750 and making the applicable assurances for executing the Water System Improvements Project was approved by motion of Mayor Pro-Tem Washam, second by Joe Rankin and unanimous vote.
2. Grant Project Ordinance 2023-005 appropriating funds for DEQ/DWI grant award #SRP-D-ARP-0108 in the amount of \$3,269,750 to complete the Water System Improvements project including engineering and construction was approved by motion of Jay McCosh, second by Carrie Bailey and unanimous vote.

PROFESSIONAL SERVICE AGREEMENT – WATERLINE REHABILITATION GRANT

AWARD: (Item continued from the October 10, 2023 regular Council Meeting.) During the October 10, 2023 meeting the Town Council voted to accept a \$3,749,048 Viable Utility Reserve (VUR) grant from the Division of Water Infrastructure for the Waterline Rehabilitation Project. Withers/Ravenel has submitted a Professional Services Agreement in the amount of \$650K for the project. Their scope of service includes engineering, field investigation, permitting, funding administration, bidding, and construction management. Wither/Ravenel was chosen as the most qualified firm in November 2022 following the required RFQ process for procurement of professional engineering services. Following discussion, motion to accept the Withers/Ravenel Professional Services Agreement in the amount of \$650K for engineering and management of the grant funded waterline rehabilitation project was made by Joe Rankin, seconded by Mayor Pro-Tem Washam, and passed unanimously.

POLICE DEPARTMENT REPORT:

Captain Harris, Cramerton PD, was in attendance and stated that the department is still trying to fill approximately thirty Christmas Town safety slots for traffic control. He added that Chief Adams had reached out to 5 different police departments in Gaston County in an effort to solicit enough help. He then offered to answer questions from the Board. Jay McCosh stated that the electronic speed sign on Main Street was not functioning properly and requested that CPD staff address the issue. Administrator Lesley Dellinger stated that David Smith, 5 Hillcrest Drive, had submitted a request for additional traffic enforcement on Riverside Drive for speeding vehicles during AM and PM commuting hours.

STAFF REPORT:

Town Administrator, Lesley Dellinger, reported on the following:

Financial Report – The FY2022-2023 budget was submitted to the LGC by the Oct 31st deadline.

Old Business – The joint resolution requesting the NCDOT designate a truck route along Riverside/McAdenville Rd to I-85 Exit 26 in Belmont to offset anticipated traffic from the Oaks Commerce expansion on Hickory Grove Road was approved by the City of Belmont on Monday, November 6th and is being presented to the Town of Cramerton Board for consideration tonight. If approved, Attorney Chris Whelchel will handle the formal submission to NCDOT.

Parks & Recreation - The encroachment agreement on Riverside Drive/Hwy 7 for the River Link Trail has been approved by the NCDOT. The only remaining permit needed is for Flood Plain Development. Staff engaged Labella under the professional services contract to review the 60% design plans by Withers Ravenel and NO significant structural changes were recommended.

The McAdenville Greenway shelter project is complete, and the signage installation is expected by the end of the month. Staff requested input from the Town Council on the proposed rules & regulations for the trail. Jay McCosh asked for revisions on prohibiting firearms and requiring leashed pets to walk on the trail shoulder. Carrie Bailey asked that No Camping & No Fires be considered as additions to the rules. The final modification was stating that all ADA Approved devices were allowable.

Christmas Town Event – Staff stated that a Town Council volunteer is needed to deliver a short speech at the Tree Lighting Ceremony on December 1st. Mayor Robinette volunteered to speak.

The Catawba Riverkeeper is requesting that the Pharr parking lot and McAdenville Greenway parking be open for visitor use during the 2023 event. Staff presented Captain Debbold's idea for how traffic could flow in and out of the parking lots utilizing Lakeview Drive. Council did not object to opening the parking lots during Christmas Town if the Riverkeeper hired qualified personnel to manage non-permitted access to the Village over rainbow bridge. Lesley Dellinger

stated that Captain Debbold recommended the resident pass check point be located near the greenway entrance to provide easy turnaround for non-permitted vehicles. Greg Richardson stated that the lack of lighting and clean up in the town owned greenway parking lot may become an issue but can be addressed if/when problems arise.

Water & Sewer – Lesley stated that in 2021, McAdenville asked Gaston County to evaluate a water project for Lowell Elementary School to determine if it would qualify for ARPA funding. The County evaluated the request and recommended abandoning the McAdenville water service connection which consisted of over 475 ft of asbestos concrete line and extending a new connection from the Lowell water system allowing looping and fire protection. Since abandoning the connection was in the best interest of the children and employees at Lowell Elementary, town staff agreed to move forward with the proposed design even though it meant losing approximately \$2,800 in annual water billings. In January 2023, town staff began working on an interlocal agreement with Lowell and Gaston County for the Project. McAdenville’s position was that they would agree to the waterline extension into their jurisdiction but that it would only be allowed as long as Lowell Elementary existed as a school. The water service from Lowell would not be allowed as a connection for any future development in McAdenville’s jurisdiction. The interlocal agreement agreed upon by McAdenville and Lowell was halted by Gaston County because of new ARPA rules which prevented “new income” from being realized with projects funded with ARPA monies. McAdenville has not been involved with any additional conversation regarding the project since March 2023. On Friday, November 10th the Town Manager for Lowell contacted Lesley stating that his board was considering an interlocal agreement with Gaston County for the Lowell Elementary waterline extension at their next meeting. Lesley questioned the validity of the agreement since service cannot be legally extended into another municipal jurisdiction without consent. Attorney Chris Whelchel has been consulted and is currently in conversation with the County Attorney’s Office.

Lesley stated that since this project has been in process for almost two years, McAdenville’s situation has changed and made the following points. (1) Grant funding has been awarded to correct the backflow issues at the manufacturing plants which was the main concern for water quality issues at the school. (2) McAdenville has lost an industrial customer who was a large water consumer directly impacting our water revenues. (3) The proposed contract between Lowell and Gaston County may provide the City of Lowell the opportunity to extend water service further into McAdenville’s jurisdiction encroaching on future revenues from development in the Town’s only I-2 zoning district.

Chris Whelchel confirmed that this project cannot move forward without an MOU or Interlocal Agreement in place allowing Lowell to extend the water service into our jurisdiction. Lesley and Chris will have additional information to present to Council at a future meeting.

OPPORTUNITY FOR PUBLIC COMMENT:

Chelsea Engle, 124 Church Street, asked that Council consider developing a Christmas Town map showing the walking route for viewing the lights, include the handicapped accessible routes, retail/food/beverage locations, and restroom facilities. She recommended the map be linked to a QR code which could be displayed around town, making it easily accessible via visitors' cell phones.

COUNCIL GENERAL DISCUSSION:

Jay McCosh stated that he was being recommended to serve as Chairman over the CCOG Executive Board. He has served as Vice Chair for several years and is very excited about the opportunity. Council congratulated Councilman McCosh. Next, he stated that Lakeview Baptist Church has joined with Flint Groves Baptist, and they are making improvements to the Lakeview location and plan to work with the Wesleyan Church on various service projects to benefit the Town. Lastly, He asked if staff was aware of the missing street light fixtures on Wesleyan Drive across from the elementary school and at the Forest Heights intersection. Lesley Dellinger replied that work orders had been submitted to Duke Energy requesting replacements.

Carrie Bailey asked when the resident stickers would be available. Staff replied that they were delivered to Town Hall that morning. Carrie stated that she would like to provide a weekend option for sticker pick up at her home if there were no objections. There were no objections from the Board.

Mayor Robinette reminded Council that the December meeting would begin at 5:00 pm due to the Christmas Town traffic.

CLOSED SESSION:

A Closed Session was held to discuss matters relating to the location and expansion of industries or business as allowed under **GS 143-318-11(a)(4)** by motion of Joe Rankin, second by Greg Richardson with unanimous vote.

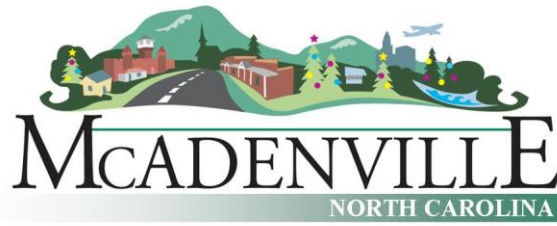
Upon return from Closed Session at 7:54 PM, Mayor Robinette reported that the Board discussed development options for properties owned by Belmont Land in the I-2, TMU, and CBD zoning districts.

ADJOURN:

There being no further business to come before the board, the meeting adjourned at 7:55 PM upon motion of Carrie Bailey, second by Joe Rankin and unanimous vote.

Jim Robinette, Mayor

Lesley Dellinger, Town Clerk



McAdenville Town Council Regular Meeting Schedule 2024

In 2024 the Town of McAdenville Council will meet in Regular Session on the second Tuesday each month at 6:00 PM. Meetings will be held at McAdenville Town Hall located at 163 Main Street, McAdenville with exception of the following meetings:

- **December 10, 2024 Council Meeting will be held at 5:00 PM at McAdenville Town Hall to accommodate the Christmas Town Celebration.**
- **Up to four (4) budget work sessions may be held with the date & time TBD.**

January 9th

February 13th

March 12th

April 9th

May 14th

June 11th

July 9th

August 13th

September 10th

October 8th

November 12th

December 10th

Approved this 12th day of December 2023

Jim Robinette, Mayor

Lesley Dellinger, Town Clerk

Centralina Officer Roles/Responsibilities

Chair (Open; 1 Interested Candidate)

- Presides over all meetings of the Board of Delegates and the Executive Board
- Appoints an Executive Board member to serve as the Council's representative to the North Carolina Association of Regional Councils of Government's Forum

Vice Chair (Incumbent: Jay McCosh, Town of McAdenville; 3 Interested Candidates)

- Performs the duties of the Chair when the Chair is absent or unavailable for the performance of their duties
- Serves as an ex-officio member of all standing committees

Secretary (Incumbent: Jarvis Woodburn, Anson County)

- Keeps or supervises the keeping of all records and minutes of meetings

Treasurer (Incumbent: Corinthia Lewis-Lemon, Morven)

- Supervises all financial matters in cooperation with Finance Director and chairs the Finance Committee



2024 BOARD MEETING SCHEDULE

Executive Board Meeting Dates

These meetings will be held in person, with a virtual option, at 5:00 p.m.

Wednesday, January 10, 2024
 Wednesday, March 13, 2024
 Wednesday, April 10, 2024
 Wednesday, June 12, 2024
 Wednesday, September 11, 2024
 Wednesday, November 13, 2024

Board of Delegates Meeting Dates

These meetings will be held in person at 5:00 p.m. unless otherwise noted below.

Date	Tentative Agenda Topics
Wednesday, February 21, 2024	Annual Meeting; Budget Hearing; Delegate Orientation
Wednesday, May 8, 2024	Regional Priority Setting - Shaping our FY24-25 workplan.
Wednesday, August 14, 2024	August Advocacy Focus: State & Federal Connections
Wednesday, October 9, 2024	Annual Dinner & Region of Excellence Awards Ceremony





CRAMERTON POLICE DEPARTMENT
MONTHLY REPORT: November, 2023

McADENVILLE CONTRACT

	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTALS
ARREST TOTALS	0	0	1	2	2	1	2	3	0	0	0		11
Adult	0	0	1	2	2	1	2	3	0	0	0		11
Juvenile	0	0	0	0	0	0	0	0	0	0	0		0
Felony	0	0	0	1	0	0	1	0	0	0	0		2
Misdemeanor	0	0	1	0	2	1	1	3	0	0	0		8
DWI ARRESTS	0	0	0	0	0	0	0	0	0	0	0		0
CALLS FOR SERVICE	179	130	222	204	194	80	177	122	129	159	159		1755
CASE TOTALS	3	3	2	2	6	2	3	3	1	0	0		25
Felony	2	3	0	2	3	0	3	2	0	0	0		15
Misdemeanor	1	0	2	0	2	1	0	1	1	0	0		8
DRUG INVESTIGATIONS	0	2	0	1	0	0	1	0	0	0	0		4
TRAFFIC CITATIONS	29	17	39	29	41	6	65	26	10	16	8		286
License Vios.	8	8	10	5	11	2	15	7	3	4	2		75
Registration Vios.	12	6	15	15	17	2	25	7	1	3	2		105
Restraint Vios.	0	0	1	0	0	0	0	0	0	0	0		1
Speeding Vios.	7	3	10	9	13	2	23	11	5	8	3		94
Sign/Signal Vios.	0	0	1	0	0	0	0	1	0	1	1		4
Other Traffic	2	0	2	0	0	0	2	0	1	0	0		7
TRAFFIC CRASHES	1	4	0	2	0	0	0	0	4	1	2		14
Damage	1	2	0	1	0	0	0	0	4	1	1		10
Injury	0	2	0	1	0	0	0	0	0	0	1		4

STAFF REPORT FOR COUNCIL MEETING 12/12/2023

Presented by Lesley Dellinger

Budget Amendment - Grant Project SRP-D-ARP-0108 (Water System Improvements):

The finance officer is authorized to reallocate appropriations within departments and among the various line items not organized by departments as deemed necessary. A budget amendment has been made to Fund 52, Grant Project for Water System Improvements, adding expense categories to better align with the WithersRavenel professional service agreement. The changes will result in NO increase or decrease in the net appropriations in the SRP-D-ARP-0108 grant project Fund 52. A pre and post amendment Budget vs Actual for Fund 52 will be provided for Council review.

Grant Writing Agreement:

NCLM is utilizing their ARP LFRF allocation to offer up to \$30,000 worth of Grant Services including project development, preparation of grant application & submittal, and compliance and grant management. The League has contracted with Witt O'Brien's to provide this service to participating municipalities. To be eligible for the program the MAS, Cybersecurity & Technical Assistance Agreement adopted at the September 12, 2023 regular meeting will need to be amended to include Grant Services. A detailed description (Exhibit C) of the grant services provided and cost eligibility is included for Council review. Staff has identified the following projects for funding consideration: construction of the River Link trail connector on Riverside Drive, the Main Street water main extension project (prioritized on W&S CIP), and improvements and/or rework of the Main St / Wesleyan / Hwy 7 signaled intersection. Council recommendations for additional projects for consideration are welcomed.

Budget vs Actual

Town of McAdenville
12/5/2023 3:32:04 PM

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Period Ending 10/31/2023

52 WtrSysImproveGrant - SRP/ARP/0108

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
Revenues							
52-301-00 Wtr Sys Improvement Grant - SRP/ARP/0108	3,269,750	0.00	0.00	0.00	0.00	(3,269,750.00)	
Revenues Totals:	3,269,750	0.00	0.00	0.00	0.00	(3,269,750.00)	
Expenses							
52-600-02 Project Mgt - SRP/ARP/0108	100,000	0.00	2,000.00	2,000.00	4,000.00	96,000.00	4%
52-600-04 Design_Permitting_EngRpt - SRP/ARP/0108	194,000	0.00	16,900.00	16,900.00	29,100.00	164,900.00	15%
52-600-06 Field Investigation - SRP/ARP/0108	85,000	0.00	4,250.00	4,250.00	76,500.00	8,500.00	90%
52-600-08 Funding Admin - SRP/ARP/0108	50,000	0.00	0.00	0.00	1,500.00	48,500.00	3%
52-600-10 Construction Admin - SRP/ARP/0108	2,840,750	0.00	0.00	0.00	0.00	2,840,750.00	
WATER EXPENSES Totals:	3,269,750	0.00	23,150.00	23,150.00	111,100.00	3,158,650.00	3%
Expenses Totals:	3,269,750	0.00	23,150.00	23,150.00	111,100.00	3,158,650.00	3%
52 WtrSysImproveGrant - SRP/ARP/0108	Revenues Over/(Under) Expenses:		(23,150.00)	(23,150.00)	(111,100.00)		

Budget vs Actual

Town of McAdenville
12/5/2023 3:34:12 PM

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Period Ending 11/30/2023

52 WtrSysImproveGrant - SRP/ARP/0108

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
Revenues							
52-301-00 Wtr Sys Improvement Grant - SRP/ARP/0108	3,269,750	0.00	0.00	0.00	0.00	(3,269,750.00)	
Revenues Totals:	3,269,750	0.00	0.00	0.00	0.00	(3,269,750.00)	
Expenses							
52-600-02 Project Mgt - SRP/ARP/0108	40,000	0.00	0.00	2,000.00	4,000.00	36,000.00	10%
52-600-04 Design_Permitting_EngRpt - SRP/ARP/0108	194,000	0.00	0.00	16,900.00	29,100.00	164,900.00	15%
52-600-06 Field Investigation - SRP/ARP/0108	85,000	0.00	0.00	4,250.00	76,500.00	8,500.00	90%
52-600-08 Funding Admin - SRP/ARP/0108	50,000	0.00	0.00	0.00	1,500.00	48,500.00	3%
52-600-10 Construction Admin - SRP/ARP/0108	60,000	0.00	0.00	0.00	0.00	60,000.00	
52-600-12 Easement Assistance - SRP/ARP/0108	45,000	0.00	0.00	0.00	0.00	45,000.00	
52-600-14 Bid Phase Services - SRP/ARP/0108	32,000	0.00	0.00	0.00	0.00	32,000.00	
52-600-16 Construction Observation - SRP/ARP/0108	124,000	0.00	0.00	0.00	0.00	124,000.00	
52-600-18 Public Information Assistance - SRP/ARP/0108	30,000	0.00	0.00	0.00	0.00	30,000.00	
52-600-20 Water System Improvements - SRP/ARP/0108	2,609,750	0.00	0.00	0.00	0.00	2,609,750.00	
WATER EXPENSES Totals:	3,269,750	0.00	0.00	23,150.00	111,100.00	3,158,650.00	3%
Expenses Totals:	3,269,750	0.00	0.00	23,150.00	111,100.00	3,158,650.00	3%
52 WtrSysImproveGrant - SRP/ARP/0108	Revenues Over/(Under) Expenses:		0.00	(23,150.00)	(111,100.00)		

AMENDMENT #2
To the MUNICIPAL ACCOUNTING SERVICES, CYBERSECURITY AND
TECHNICAL ASSISTANCE MEMORANDUM OF AGREEMENT

This **AMENDMENT #2** to the Municipal Accounting Services, Cybersecurity and Technical Assistance Memorandum of Agreement (hereinafter the “Amendment #2”) is entered into as of the Effective Date set out below, by and between the town of McAdenville, (hereinafter the “Municipality”) and the NC League of Municipalities (hereinafter the “League”), each additionally referred to as a “Party”; and collectively as the “Parties.”

WHEREAS, the Parties executed a Municipal Accounting Services, Cybersecurity and Technical Assistance Memorandum of Agreement (“MOA”) dated 09/19/2023;

WHEREAS, pursuant to Section 5 of the MOA, the League is offering, and the Municipality is willing to accept, Additional Services as set forth in Exhibit C to this Amendment #2, which will be provided by Witt O’Brien’s (“Consultant”);

THEREFORE, for good and valuable consideration, the adequacy of which is hereby acknowledged, the Parties agree to amend the original MOA by adding the attached Exhibit C to the MOA. The MOA, with this Amendment #2, constitutes the entire agreement of the Parties with respect to the subject matter hereof. Except as provided in this Amendment #2, the MOA and any previous amendments, if any, will remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement by digital signature on the respective dates below, and this Agreement shall be effective upon the date of the MUNICIPALITY’s signature.

NC LEAGUE OF MUNICIPALITIES:

MUNICIPALITY:

MCADENVILLE

a North Carolina municipal corporation

By:

By:

Signature

Signature

Rose Vaughn Williams

Name

Executive Director

Title

Date of Signature

Date of Signature

ATTEST:

Town Clerk (or designee)

Exhibit C – Description of Services, Compensation, and Expenses

The services for which the League is providing the **Town of McAdenville** through NCLM's Consultant, **Witt O'Brien's**, is titled **Grant Services**.

Description of Services:

The League is prepared to provide up to \$30,000 worth of Grant Services, unless otherwise amended by the League and agreed upon by the Town of McAdenville, to invest in McAdenville's pursuit of alternative funding options, including grants, appropriations or other mechanisms deemed appropriate, to fulfill its objectives and maximize or leverage their ARP LFRF allocation.

There are a total of three possible phases for these Grant Services, each having a maximum budget available to apply towards eligible associated costs as defined by:

Phase 1: Project identification, project prioritization, and available funding source identification based on alignment, eligibility, timeline, and the municipality's ability to meet requirements or criteria. This phase will require exploration by the Consultant, Witt Obrien's, to determine the appropriate and optimal paths, including discussion with the appropriate municipal point of contact(s) about what the needs are, what projects have already been identified as needs, and working through an analysis to determine the most competitive options. Once these decisions are mutually made between the Consultant and the Municipality, the Municipality will have the opportunity to proceed with Phase 2, prepare grant application(s), or opt not to proceed.

Phase 1 is eligible for up to \$10,000 for the work to perform the scope of services within this phase. Costs are covered by the League, up to \$10,000, and paid directly to the Consultant.

To proceed to Phase 2 and be eligible for an additional service valued up to \$10,000, the Municipality, the League, and the Consultant will communicate their interests to proceed. The League can authorize the Consultant to proceed via written notification at that time.

Phase 2: Preparation and submittal of the grant application(s). This phase covers all of the work the Consultant will do to prepare an application(s) that meets the criteria and requirements of the grantor and the grant program, to the best of their ability, based on the Municipality 's responsiveness to questions, data, and the information requested by the Consultant.

Phase 2 is eligible for up to \$10,000 for the work required by the Consultant to perform the scope of services within the phase. Costs are covered by the League, up to \$10,000, and paid directly to the Consultant.

To proceed to Phase 3 and be eligible for an additional service valued up to \$10,000, the Municipality, the League, and the Consultant will communicate their interests to proceed. The League can authorize the Consultant to proceed via written notification at that time.

Phase 3: Grant Award Management. Work in this phase includes:

- Finalizing the grant agreements between the grantor and the grantee, identifying and preparing required compliance measures and documents.
- Drafting or updating appropriate policies and procedures, helping to implement necessary internal controls, and providing staff training as appropriate.
- Establishing a method to meet reporting requirements (may include reporting activities).

This phase may or may not be appropriate or available for funding, depending on the following scenarios:

1. The Consultant and Municipality must secure a grant award to be eligible for a Grant Award Management, and
2. The timeline for which the compliance and reporting requirements are necessary surpasses the availability of the League's Grant Services for towns due to the obligation and expenditure deadlines of the U.S. Treasury and the American Rescue Plan program. See the timeline below for more details.

Phase 3 is eligible for up to \$10,000 for the work required by the Consultant to perform the scope of services within the phase. Costs covered by the League, up to \$10,000, and paid directly to the Consultant.

Timeline:

Costs associated with the scope of services outlined above are available for reimbursement by the League by paying the Consultant through December 31, 2026. The Consultant and the Municipality will determine grant service project schedules individually. The League can only support costs and pay for services rendered before January 1, 2027.

Additional Terms:

1. Neither the League nor Witt O'Brien's can guarantee a successful grant award. Many factors, including those out of the Consultant's control, can impact the outcome of a grant application. The Municipality understands and accepts this reality. However, a grant application reflective of a responsive, thoughtful, and prepared effort is valuable and can be utilized for future opportunities that benefit the Municipality. The grant application package's contents will be the Municipality's property to use as they wish for future needs.
2. The Consultant and the League will remain in active communication through their work with a Municipality. Through the League's Agreement with Witt O'Brien's, the Consultant has agreed to notify the League if a service is reaching the maximum amount of costs associated with the scope and phase of the project. Therefore, there shall be no surprises of extra expenses exceeding the maximum threshold unless deemed acceptable by the Municipality to be borne at their cost.
3. The Municipality understands that Witt O'Brien's will require their time and resources to obtain data and information to complete assessments, applications, and management services, if applicable. By signing this Agreement, the Municipality understands and accepts that responsibility.

4. When the Municipality is granted an award through the successful grant application by the Consultant, it is not the League's intent to require the Municipality to accept the award officially. While we would prefer the town's acceptance of the grant to meet the interests of this program, we understand and appreciate that circumstances can change over time. However, it should be noted that a decision not to proceed at this stage in the process may result in the League's inability to invest in future/additional grant awards for the Municipality and will likely be looked upon unfavorably by the granting source, thus possibly making the Municipality non-competitive with that grantor in future funding cycles.

These services are provided to the undersigned Municipality pursuant to the NCLM-66 grant. This constitutes guidance and technical services proved to the Municipality to assist in development of the Municipality's ARP project funded in part by the Municipality's ARP Local Fiscal Recovery Funds or State Fiscal Recovery Funds, (ARP funds) or ARP enabled funds.

("ARP enabled funds" are described in numerous UNC SOG publications. See American Rescue Plan Act Coronavirus State and Local Fiscal Recovery Fund: Reimbursements - Coates' Canons NC Local Government Law (unc.edu)).