



Town of Carthage

Board of Commissioners

Regular Meeting

September 21, 2026 at 6:30 p.m.

McDonald Building
207 McReynolds Street
Carthage, NC 28327

AGENDA

CALL TO ORDER

INVOCATION – Commissioner Al Barber

PLEDGE OF ALLEGIANCE –Mayor Pro Tem John McDonald

APPROVAL OF AGENDA

Members of the board may remove, add, or rearrange items on the agenda before beginning the meeting. Motions/votes are not required to approve the agenda, but there must be unanimous consent before proceeding.

CONSENT AGENDA

All items listed below are considered routine and will be enacted by one motion. No separate discussion will be held except at the request of a member of the Board of Commissioners to remove an item from the consent agenda and place it on the regular agenda.

- Minutes from the Special Meeting held on Wednesday, July 8, 2026 (pg. 1-3)
- Amended Ordinance (ORD.26.10) for Rhetson Group PUD/Priest Hill (pg. 4-11)

PUBLIC COMMENT SESSION

All public comments made during a public hearing should be withheld until the public hearing has begun and the floor is opened for public comments. No public comment will be made outside of this public comment session or a public hearing unless otherwise permitted by the Board of Commissioners. The mayor or presiding officer may place time limits on speakers before the start of the public comment session.

REPORTS

- Manager's Report (pg. 12-13)
- Departmental Reports (pg. 14-44)

PUBLIC HEARING

- a. PUBLIC HEARING – Request for Rezoning (ORD.26.11) for Needmore Property, PID#00990242 from RA-40 (Residential Agriculture District) to R-10 (Residential) ; Petitioner: Formyduval Homes, LLC (Elijah Geist, pg. 45-51)

NEW BUSINESS

- a. Citizen David Norris to address the Board regarding the status of the Cagle Lane access for Southbury Development (Kim Andrews, pg. 52-54)
- b. Discussion of proposed Multi-Jurisdictional Annexation Agreement (Emily Yopp, pg. 55-63)
- c. Request to Purchase Town-Owned property (PID#s: 00006642 & 00004260) by upset bid; Petitioners: Emily Cross and Rachel Havily (Elijah Geist, pg. 64-66)
- d. Request to Amend Town Ordinances (ORD.26.12) regarding Leak Adjustments and Customer Payment Plans (Jamie Sandoval, pg. 67-73)

OLD BUSINESS

- a. Town Hall Project Status and Funding/Financing Options (Emily Yopp, pg. 74-87)

FINAL COMMENTS

The Board of Commissioners may take this opportunity to provide feedback, comments, commendations, and/or just general thoughts regarding various topics, issues, and ideas.

CLOSED SESSION

- a. As allowed by NC General Statute § 143-318.11(a)(6)
Discussion of personnel matters.

ADJOURNMENT

Town of Carthage

North Carolina

BOARD OF COMMISSIONERS



MEETING AGENDA & BOARD MATERIALS

Regular Monthly Meeting

September 21, 2026

The McDonald Building
207 McReynolds Street
Carthage, NC 28327

M I N U T E S



Town of Carthage,
North Carolina

Board of Commissioners

SPECIAL Meeting

July 8, 2026

McDonald Building
207 McReynolds Street
Carthage, NC 28327

Special Public Meeting



Town of Carthage

Board of Commissioners

Regular Meeting

June 29, 2026

6:30 p.m.

ROLL CALL

Present and in person were Mayor Pro Tem John McDonald and Commissioner Al Barber. Commissioners Brent Tanner and Dan Bonillo attended virtually and Mayor Jimmy Chalfinch and Commissioner Anton Sadovnikov were excused.

CALL TO ORDER

Mayor Pro Tem McDonald called the meeting to order and requested that all attendees silence or set their cell phones to vibrate so as not to disrupt the proceedings.

INVOCATION

Mayor Pro Tem McDonald delivered the invocation.

PLEDGE OF ALLEGIANCE

Commissioner Barber led the Pledge of Allegiance.

APPROVAL OF AGENDA

Mayor Pro Tem McDonald called for a motion to approve the agenda as written and presented.

Motion to approve the agenda was made by Commissioner Barber and seconded by Commissioner Tanner. The motion carried 4-0.

NEW BUSINESS

- a. Establish a grant project account to manage the FEMA Public Assistance Grant funds to repair damage to Summitt Street caused by Tropical Storm Chantal on July 6, 2025

Finance Officer, Kesha Matthews presented the request for the Board's consideration.

The Town of Carthage has received public assistance grant funding from the Department of Homeland Security Federal Emergency Management Agency in the amount of \$518,815, to repair damage to Summitt Street caused by Tropical Storm Chantal on July 6, 2025. Staff is asking to establish a project account to track expenses using these funds.

Commissioner Barber made a motion to approve the request to establish a grant project account to manage the FEMA Public Assistance Grant funds. The motion was seconded by Commissioner Tanner. The motion carried 4—0.

- b. Establish a grant project account to manage the Directed Projects grant from the 2023 Appropriations Act for water and sewer improvements

Finance Officer, Kesha Matthews presented the request for the Board's consideration.

The Town of Carthage has received a Directed Projects grant from the 2023 Appropriations Act, Session Law 2023-134, administered through the Drinking Water Reserve and Wastewater Reserve to assist eligible units of government with meeting their water and wastewater infrastructure needs. The North Carolina Department of Environmental Quality has offered 2023 Appropriations Act funding in the amount of \$9,850,000 to perform the following work:

Water Improvements

Needmore Area Water Main Improvements

WTP Raw Water Pumping Improvements

Wastewater Improvements

Cox Pump Station Replacement

Lagoon Pump Station Rehabilitation

Staff is asking to establish two project accounts to track expenses using these funds. The receipt and use of the funds will span more than one fiscal year and should be accounted for separately from our general water and sewer operating funds.

Commissioner Tanner made a motion to approve the request to establish two grant project accounts to manage the State Directed Project Grants as follows:

- ***\$4,901,500 for water improvements***
- ***\$4,948,500 for wastewater improvements***

The motion was seconded by Mayor Pro Tem McDonald. The motion carried 4—0.

ADJOURNMENT

With no further business, Mayor Pro Tem McDonald requested a motion to adjourn the meeting.

Commissioner Tanner moved to adjourn the meeting, with a second from Commissioner Bonillo. The motion passed unanimously with a 4-0 vote.

The meeting adjourned at 6:06 PM.

The foregoing minutes, having been submitted to a vote via Consent Agenda, received the following vote and were duly adopted and ordained this **21st day of September 2026.**

Ayes: _____

Nays: _____

Absent/Excused: _____

Jimmy Chalfinch, Mayor

Attest:

Kimberly Andrews, Town Clerk



MEMORANDUM

Date: 21 September 2026

To: Board of Commissioners

From: Kim Andrews, Town Clerk

Subject: **CONSENT AGENDA – Correction of Scrivener’s Error for Ordinance ORD.26.04; Priest Hill PUD Rezoning Request**

In the attached amended ordinance, the original ordinance (ORD.26.04) had included very specific conditions in the body of the ordinance that really should not be there (the square footage references specifically). Those numbers came from a TIA study. There is another attachment titled Exhibit IX Development Program which is what was presented to the Board during the hearing and what should have been incorporated by reference and included as an exhibit in the ordinance instead. As originally written, the developer can’t build anything except those very specific uses and sizes.

After speaking with the Town Attorney, the error was indeed a scrivener’s error as the actual information approved by the Board was found in the reference materials, not the specific detailed information listed in the body of the original ordinance.



Town of Carthage

Ordinance No. ORD.26.10

Amending the Town of Carthage Official Zoning Map and Text for Parcel (PARID) 00005664, 0005666, 00000262, 20030408, 00005671, 00990018, and 00005663 from RA-40 (Residential Agriculture), R-20 (Residential) and TBD (Thoroughfare Business District) to PUD (Planned Unit Development) as It Pertains to the Unified Development Ordinance in Section 100.42 "Types of Amendments" and Section 100.44 (5) "Amendment Procedure for Text Amendments and Map Amendments - Board of Commissioners"

WHEREAS, the Board of Commissioners of the Town of Carthage adopted Zoning Ordinance is for the purpose of regulating planning and development in the Town of Carthage and the extraterritorial area over which it has jurisdiction; and

WHEREAS, said Ordinance may be amended as circumstances of the community and property change; and

WHEREAS, the Town of Carthage represented by Planning Staff requested to update the zoning ordinance map and text for Section 100.42 "Types of Amendments" and Section 100.44 (5) "Amendment Procedure for Text Amendments and Map Amendments- Board of Commissioners"; and

WHEREAS, the zoning ordinance text and map amendment request was duly advertised for an open meeting before the Town of Carthage Planning Board at 6:00pm on Thursday, March 05, 2026, and after consideration the Planning Board with a motion of 5-0 recommended approval with conditions of the zoning ordinance map and text amendment; and

WHEREAS, a public hearing was held at a regular meeting of the Town of Carthage Board of Commissioners on Tuesday, March 17, 2026 at 6:30 pm in the McDonald Building, 207 McReynolds Street, after due notice in The Pilot, a newspaper in Southern Pines, North Carolina, with general circulation in the Town of Carthage, and its extraterritorial jurisdiction.

WHEREAS, the Board of Commissioners have reviewed this zoning map and text amendment with consistency with the 2040 Town of Carthage Land Use Plan; and

WHEREAS, the Board of Commissioners, after considering all of the facts and circumstances surrounding the zoning ordinance map and text amendment, have determined that it is in the best interest of the Town of Carthage that the Zoning Ordinance map and text be amended.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN OF CARTHAGE BOARD OF COMMISSIONERS THAT:

The Zoning Map of the Town of Carthage is hereby amended by rezoning the following parcels and current zones RA-40 (Residential Agriculture), RA-20 (Residential), and TBD (Throughfare Business District)....

1. (1) PARID: 00005664	PIN: 858800429392	Current Zone: RA-40	Approx. Acres: 75.87
2. (2) PARID: 00005666	PIN: 858818414606	Current Zone: RA-20	Approx. Acres: 4.59
3. (3) PARID: 00000262	PIN: 858800325246	Current Zone: TBD	Approx. Acres:44.66
4. (4) PARID: 20030408	PIN: 858800307913	Current Zone: TBD	Approx. Acres: 4.45
5. (5) PARID: 00005671	PIN: 858818412187	Current Zone: RA-20	Approx. Acres: 0.41
6. (6) PARID: 00990018	PIN: 858818418261	Current Zone: RA-20	Approx. Acres: 1.54
7. (7) PARID: 00005663	PIN: 858804513410	Current Zone: RA-20	Approx. Acres: 0.96

Please reference attached EXHIBITS A, B, C, D, and E for specific project details, with Exhibit A (developer's Exhibit IX) submitted below).

EXHIBIT IX -DEVELOPMENT PROGRAM					EXHIBIT A
CATEGORY	AREA A	AREA B	AREA C	SUBTOTAL	TOTAL
Acreage	50.41 acres	33.91 acres	49.84 acres	134.16 acres	134.16 acres
Recreation Areas and Amenities (including, golf courses, trails and other community/resort amenities)	Permitted in all locations	Permitted in all locations	Permitted in all locations		Permitted in all locations
Residential Maximum Dwelling Units Allowable Mix Single-Family Detached Single Family Attached Multi-Family Units		225 maximum (6.6 units/acre) Up to 270 Up to 180 Up to 300 (no combination may exceed 225 total units)	200 maximum (4.0 units/acre) Up to 100 Up to 90 Up to 100 (no combination may exceed 200 total units)	400 maximum (3.0 units/acre) (no combination may exceed 400 total units)	Combined maximum residential units 400 Residential units may be converted at a 1:1 ratio so long as units/rooms do not exceed subtotal maximums for either category.
Assisted Living	up to 200 units		Up to 200 units	200 units maximum	200 units maximum
Industrial/Commercial/Office Flex	up to 400,000 sf			400,000 sf max	
Office			up to 100,000 sf	100,000 sf maximum	Commercial/Retail and office may be used interchangeably, subject to the maximum limits stated above. For example, Commercial/Retail could be 100,000 sf if the office has a maximum of 50,000 sf. At no time may the total exceed 150,000 sf
Commercial/Retail			up to 200,000 sf	200,000 sf maximum	

WHEREAS, Ordinance No. **ORD.26.04** contained errors requiring correction; and

WHEREAS, Ordinance No. **ORD.26.10** was enacted to correct and replace Ordinance No. **ORD.26.04**;

NOW, THEREFORE, Ordinance No. **ORD.26.04** is hereby superseded, repealed, and replaced in its entirety by Ordinance No. **ORD.26.10**, and Ordinance No. **ORD.26.10** shall constitute the official and governing ordinance on the subject matter herein.

The foregoing AMENDED ordinance, having been submitted to a vote, received the following vote and was duly adopted and ordained this 21st day of September 2026.

Jimmy Chalfinch, Mayor

Attest:

Ayes: _____

Nays: _____

Absent/Excused: _____

Kimberly Andrews, Town Clerk

EXHIBIT IX -DEVELOPMENT PROGRAM					
CATEGORY	AREA A	AREA B	AREA C	SUBTOTAL	TOTAL
Acreage	50.41 acres	33.91 acres	49.84acres	134.16 acres	134.16 acres
Recreation Areas and Amenities (including, golf courses, trails and other community/resort amenities)	Permitted in all locations	Permitted in all locations	Permitted in all locations		Permitted in all locations
Residential Maximum Dwelling Units Allowable Mix Single-Family Detached Single Family Attached Multi-Family Units		225 maximum (6.6 units/acre) Up to 270 Up to 180 Up to 300 (no combination may exceed 225 total units)	200 maximum (4.0 units/acre) Up to 100 Up to 90 Up to 100 (no combination may exceed 200 total units)	400 maximum (3.0 units/acre) (no combination may exceed 400 total units)	Combined maximum residential units 400 Residential units may be converted at a 1:1 ratio so long as units/rooms do not exceed subtotal maximums for either category.
Assisted Living	up to 200 units		Up to 200 units	200 units maximum	200 units maximum
Industrial/Commercial/Office Flex	up to 400,000 sf			400,000 sf max	
Office			up to 100,000 sf	100,000 sf maximum	Commercial/Retail and office may be used interchangeably, subject to the maximum limits stated above. For example, Commercial/Retail could be 100,000 sf if the office has a maximum of 50,000 sf. At no time may the total exceed 150,000 sf
Commercial/Retail			up to 200,000 sf	200,000 sf maximum	

PRIEST HILL
CONCEPTUAL SITE PLAN
CONCEPT A
CARTHAGE, NORTH CAROLINA
JULY 21, 2025

EXHIBIT B



DEVELOPMENT TABULATION

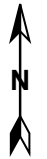
OUTPARCELS (±2 AC EACH)	- 7 LOTS
OFFICE OUTPARCEL	- ±1 AC
RETAIL CENTER	- ±70,652 SF
COMMERCIAL/INTUSTRIAL FLEX	- ±340,000 SF
RESIDENTIAL DEVELOPMENT	
SINGLE-FAMILY COTTAGES (40'-50' WIDTH)	- 93 UNITS
SINGLE-FAMILY LOTS (65' WIDTH)	- 37 UNITS
TOWNHOMES	- 90 UNITS
RESIDENTIAL TOTAL	= 220 UNITS

Carthage, North Carolina

EXHIBIT C

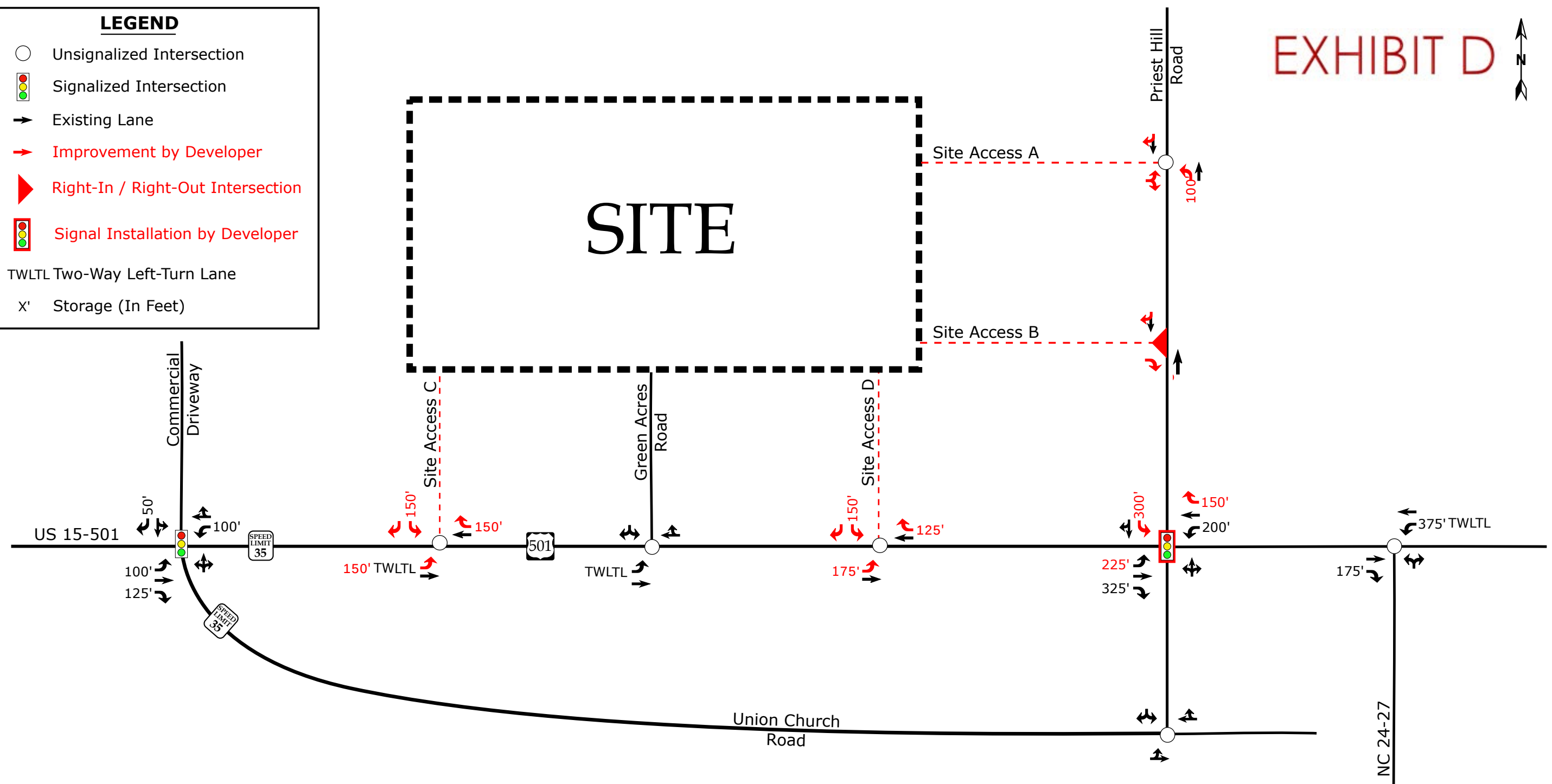


EXHIBIT D



LEGEND

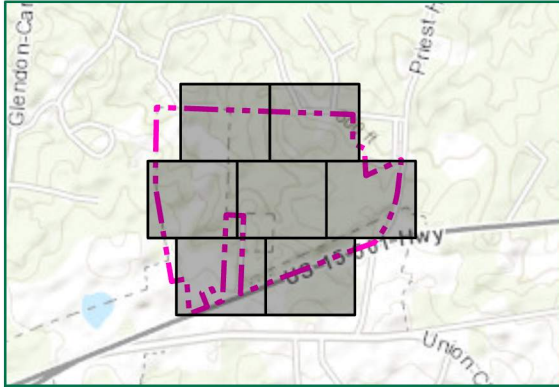
- Unsignalized Intersection
- 🚦 Signalized Intersection
- ➡ Existing Lane
- ➡ Improvement by Developer
- ▶ Right-In / Right-Out Intersection
- 🚦 Signal Installation by Developer
- TWLTL Two-Way Left-Turn Lane
- X' Storage (In Feet)



Carthage Landing
Mixed-Use
Carthage, NC

Recommended Lane
Configurations

Scale: Not to Scale Figure E-1



See Sheet 9 for delineation table.

Legend

- Project Limits - 134.2 Acres
- Stream Identifier
- Wetland Identifier
- Flag
- Field Data Station
- PSA Point
- Culvert
- Potential Non-wetland Waters - Perennial Stream
- Potential Non-wetland Waters - Intermittent Stream
- Potential Wetlands - Palustrine Emergent (PEM)
- Potential Wetland - Palustrine Forested (PFO)
- Potential Non-wetland Waters - Palustrine Open Water (POW)

- Waters of the U.S. within the project study limits have been located using submeter, Bluetooth GPS antennas by Timmons Group.
- Waters of the U.S. have not been confirmed by the U.S. Army Corps of Engineers until stamped.
- Project limits are approximate.
- Cowardin Stream Classifications are based on NC DWQ Stream Identification form version 4.11.

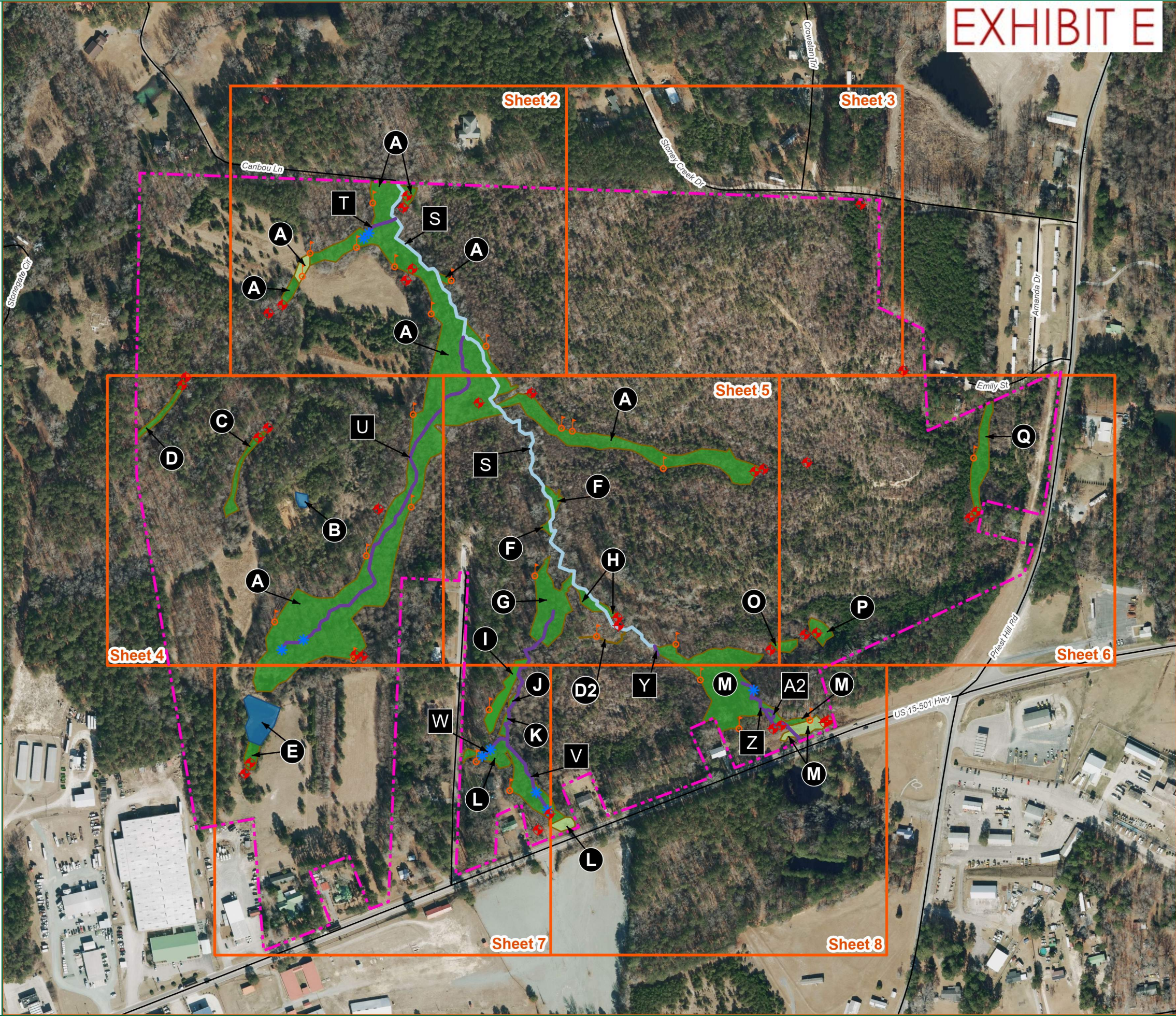
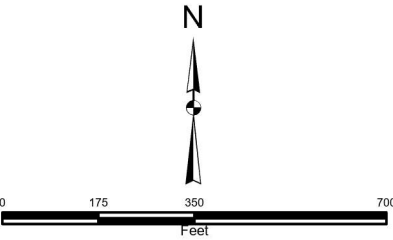


EXHIBIT E

THIS DRAWING PREPARED AT THE
CORPORATE OFFICE
7053 Celebration Park Ave, Suite 300, Richmond, VA 23225
TEL 804.202.6500 FAX 804.560.7648 www.timmons.com

YOUR VISION ACHIEVED THROUGH OURS

Site Development | Residential | Infrastructure | Technology | Environmental

DATE
12/10/2025

DRAWN BY
E. MITCHELL

DESIGNED BY
E. MITCHELL

CHECKED BY
K. HEFNER

SCALE
1" = 350'

JOB NUMBER
52314.001

SHEET NO.
1 of 9

TIMMONS GROUP

CARTHAGE MIXED USE
MOORE COUNTY, NORTH CAROLINA

FIGURE 7: WETLANDS AND WATERS DELINEATION MAP

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MEMORANDUM

Date: September 21, 2026

To: The Board of Commissioners

From: Emily D. Yopp, Town Manager

Subject: Manager's Report

Chief Bart Davis Announces Intention to Retire

Carthage Police Chief Bart Davis has shared his intention to retire from the Town following a distinguished career in public service. While he has identified October 15 as a tentative retirement date, that timeline remains subject to change. The Town is grateful for Chief Davis's leadership and dedication to the Carthage community and will work closely with him to ensure a smooth transition. Updates will be provided to the Board as transition planning progresses.

Workplace Safety and Compliance Initiative

Staff recently completed a voluntary safety and OSHA compliance consultation with the North Carolina Department of Labor. The purpose was to proactively review Town operations, identify opportunities for improvement, and ensure we maintain a safe work environment for employees. Department Directors are implementing recommendations resulting from the review as part of our ongoing commitment to workplace safety.

Downtown Project Updates

Phase 1 of the Downtown Revitalization project officially began on September 1st and has been progressing well although, as with all projects in old towns, there have been a couple of surprises. The first was that there is 8-inches of solid concrete underneath the asphalt road topcoat. A special saw needed to be brought in to cut through the material and some delay could be experienced—perhaps a couple of days overall.

A water line serving the historic courthouse was moved on Monday, 9/14 after office hours to limit impacts to county government services.

Traffic pattern changes continue to remain challenging, although overall it is flowing around the project area well. However, we continue to receive complaints about drivers failing to stop at the stop sign at the intersection of Barrett Street and N. McNeill Street. Chief Davis and I have been in frequent communication concerning the best ways to address these issues and we will be closing access onto Barrett Street from N. McNeill Street on Monday, 9/21.

Once closed, drivers who have been using N. McNeill to turn left onto Barrett Street to get to McReynolds will need to instead turn left onto Saunders Street and then right onto S. Ray Street to access McReynolds Street/NC 24-27. Please see next page for a more detailed map of the changes.

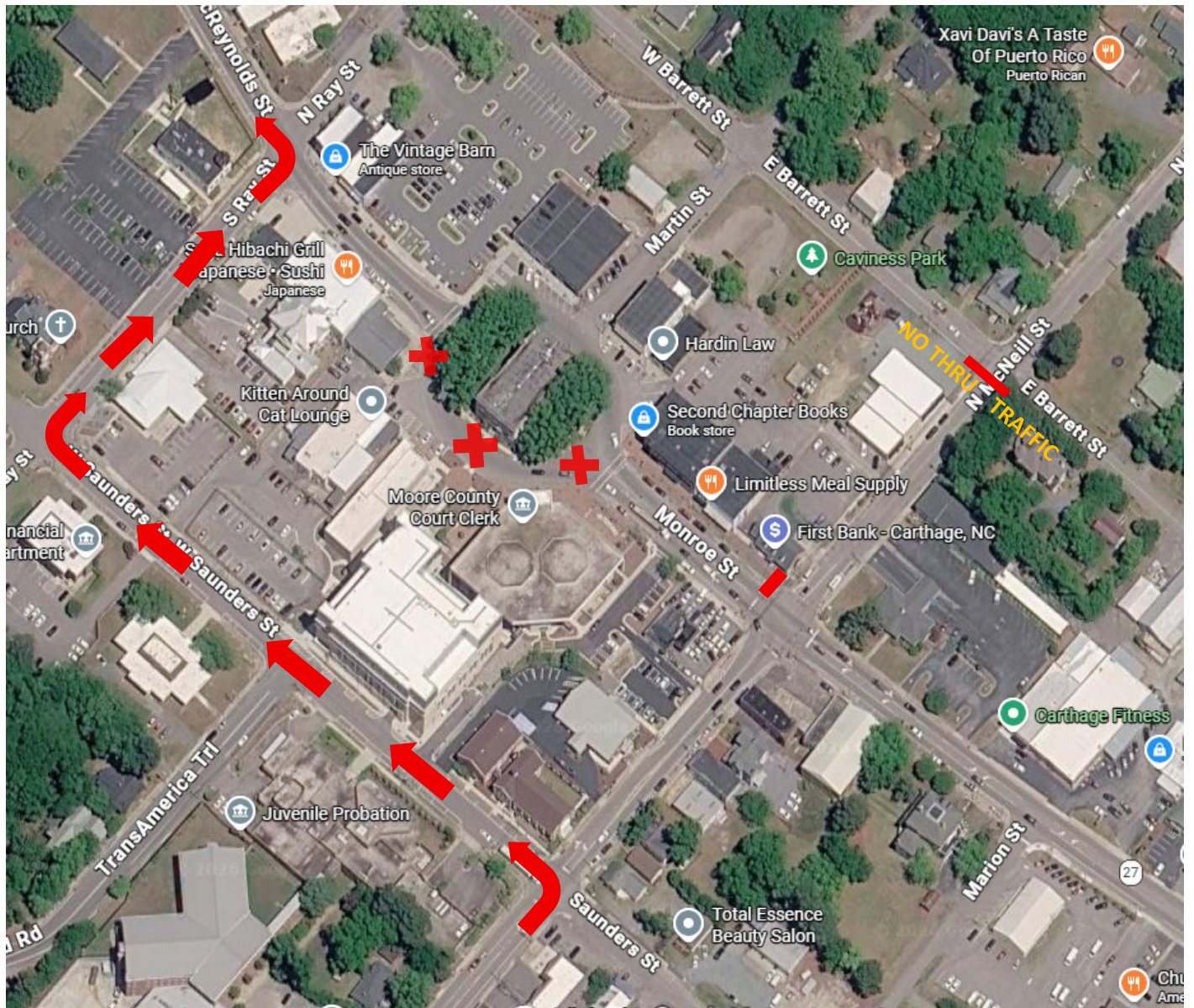


Figure 1 – Map showing recommended route for vehicles bound for NC 24-27 west toward Robbins after N. McNeill barricade closes access to Barrett Street from the N. McNeill Street direction.

10 General Fund

14

Account Object Description	Expend Current YTD	Encumber YTD	Committed	Budget	Variance	Committed %
Revenue						
4100 *TAX REVENUES						
4111 Ad Valorem Tax - CY			44,614.76	2,402,465.00	-2,357,850.24	2 %
4112 Ad Valorem Tax - PY			1,564.13	10,000.00	-8,435.87	16 %
4113 Interest & Penalties			299.51	7,500.00	-7,200.49	4 %
4115 Property Tax Discounts			-48.03	-3,000.00	2,951.97	2 %
4120 Vehicle Property Tax			43,620.17	194,315.00	-150,694.83	22 %
4130 Vehicle Tag Fee			1,990.00	50,000.00	-48,010.00	4 %
Total Group			92,040.54	2,661,280.00	-2,569,239.46	3 %
4200 *INTERGOVERNMENTAL						
4210 ABC Revenue				30,000.00	-30,000.00	0 %
4221 Fire District Tax			90,724.00	382,512.00	-291,788.00	24 %
4222 Fire District Tax - Capital			89,868.00	89,868.00		100 %
4231 NCDOR: Beer & Wine Tax				11,600.00	-11,600.00	0 %
4232 NCDOR: Local Option Sales			-505.60	1,215,000.00	-1,215,505.60	0 %
4233 NCDOR: Solid Waste Disposal			-50.18	2,700.00	-2,750.18	-2 %
4234 NCDOR: Utilities Franchise				234,500.00	-234,500.00	0 %
4236 NCDOR: Rental Vehicle Tax			2,756.75	1,000.00	1,756.75	276 %
4241 NCDOT - Disbursements				8,300.00	-8,300.00	0 %
Total Group			182,792.97	1,975,480.00	-1,792,687.03	9 %
4300 *INVESTMENT INCOME						
4311 Interest Earnings			156.36	37,500.00	-37,343.64	0 %
Total Group			156.36	37,500.00	-37,343.64	0 %
4400 *SALE OF SERVICES						
4410 Cemetery Plots				1,000.00	-1,000.00	0 %
4431 Rent - McDonald Building			1,200.00	8,000.00	-6,800.00	15 %
4432 Rent - Community Building			2,400.00	7,500.00	-5,100.00	32 %
4451 Trash Collection			45,536.55	279,000.00	-233,463.45	16 %
4461 Utilities - Electricity			592.00	3,000.00	-2,408.00	20 %
4481 Miscellaneous - Police				50.00	-50.00	0 %
4482 State Fire Protection				1,700.00	-1,700.00	0 %
Total Group			49,728.55	300,250.00	-250,521.45	17 %

14

10 General Fund

15

Account Object Description	Expended Current YTD	Encumber YTD	Committed	Budget	Variance	Committed %
4500 *FEES AND FINES						
4512 Permits & Fees			2,050.00	600.00	1,450.00	342 %
4513 Business Registration Fee			130.00	850.00	-720.00	15 %
4514 Fire District- Admin Fee				12,000.00	-12,000.00	0 %
4531 Court Costs			153.00	650.00	-497.00	24 %
4535 NCDOR: Unauthorized Subst			10.63	350.00	-339.37	3 %
4542 Zoning Permits				25,000.00	-25,000.00	0 %
4543 Planning - TRC Fees				1,000.00	-1,000.00	0 %
Total Group			2,343.63	40,450.00	-38,106.37	6 %
4600 *GRANTS & DONATIONS						
4611 Grant Revenues			14,866.63	59,000.00	-44,133.37	25 %
4641 Donations- Fire Dept				500.00	-500.00	0 %
4642 Donations- Park				500.00	-500.00	0 %
4643 Donations- Historical				500.00	-500.00	0 %
4644 Donations- Appearance Cte			4.00	500.00	-496.00	1 %
4645 Parade - Float Sponsorship				1,500.00	-1,500.00	0 %
Total Group			14,870.63	62,500.00	-47,629.37	24 %
4700 *MISCELLANEOUS						
4715 Lease Proceeds			9,552.42	61,660.00	-52,107.58	15 %
4790 Miscellaneous			4,254.18	20,000.00	-15,745.82	21 %
4799 Prior Year PO Revenue			1,852.92		1,852.92	
Total Group			15,659.52	81,660.00	-66,000.48	19 %
4900 *TRANSFERS AND APPROPRIATIONS						
4999 Appropriation From Fund				158,784.00	-158,784.00	0 %
Total Group				158,784.00	-158,784.00	0 %
Total Revenue			357,592.20	5,317,904.00	-4,960,311.80	7 %
Expenses						
5100 Governing Body						
416 Elected officials	858.32		858.32	5,000.00	-4,141.68	17 %
421 FICA	65.66		65.66	400.00	-334.34	16 %
515 Advertising				500.00	-500.00	0 %
551 Supplies				700.00	-700.00	0 %
582 Appearance Committee	-520.56		-520.56	7,230.00	-7,750.56	-7 %
Total Account	403.42		403.42	13,830.00	-13,426.58	3 %

15

10 General Fund

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Account		Expended	Encumber YTD		Committed	Budget	Variance	Committed %
Object	Description	Current YTD	Encumber YTD	Committed				
5210	Administration							
411	Full-time Regular Wages	38,232.92		38,232.92	256,350.00	-218,117.08		15 %
412	Part-Time Regular Wages	580.80		580.80		580.80		
415	Supplements to regular	150.00		150.00		150.00		
421	FICA	2,980.72		2,980.72				
422	Unemployment Insurance				19,612.00	-16,631.28		15 %
423	LGERS Pension				2,000.00	0		0 %
424	401K				38,725.00	-32,929.19		15 %
425	Health & Life Insurance	5,795.81		5,795.81				
426	Workers' Compensation	1,264.59		1,264.59		-6,535.41		16 %
511	Professional Services	3,492.82		3,492.82	27,910.00	-24,417.18		13 %
512	Contractual Services	7,238.00		7,238.00	35,000.00	-35,000.00		0 %
513	Staff Development & Travel	36,124.98	120.00	36,244.98	109,500.00	-102,262.00		7 %
515	Advertising	858.27		858.27	183,500.00	-147,255.02		20 %
524	M/R: Vehicles	108.44		108.44	2,000.00	-1,891.56		5 %
525	Property & Other Liability				500.00	-500.00		0 %
526	Utilities & Communication	23,031.06		23,031.06	50,000.00	-26,968.94		46 %
533	Contributions	380.73		380.73	6,000.00	-5,619.27		6 %
534	Dues & Subscriptions	5,827.00		5,827.00	2,000.00	-2,000.00		0 %
537	Collection Fee	1,736.03		1,736.03	12,000.00	-6,173.00		49 %
551	Supplies	994.00	69.99	1,063.99	53,000.00	-51,263.97		3 %
579	Miscellaneous Expense	401.14		401.14	13,000.00	-11,936.01		8 %
Total Account		129,197.31	189.99	129,387.30	827,950.00	-698,562.70		16 %
5220	Finance							
411	Full-time Regular Wages	21,900.83		21,900.83	144,000.00	-122,099.17		15 %
421	FICA	1,675.42		1,675.42	11,025.00	-9,349.58		15 %
423	LGERS Pension	3,307.04		3,307.04	21,800.00	-18,492.96		15 %
424	401K	660.95		660.95	4,375.00	-3,714.05		15 %
425	Health & Life Insurance	3,151.33		3,151.33	23,025.00	-19,873.67		14 %
534	Dues & Subscriptions				200.00	-200.00		0 %
Total Account		30,695.57		30,695.57	204,425.00	-173,729.43		15 %

5300	Police							
411	Full-time Regular Wages	135,336.44		135,336.44	1,061,057.00	-925,720.56		13 %
412	Part-Time Regular Wages	1,200.00		1,200.00	11,250.00	-10,050.00		11 %
421	FICA	10,445.03		10,445.03	82,050.00	-71,604.97		13 %
423	LGERS Pension	22,941.17		22,941.17	177,790.00	-154,848.83		13 %
424	401K	6,263.43		6,263.43	52,000.00	-45,736.57		12 %
425	Health & Life Insurance	19,686.26		19,686.26	173,600.00	-153,913.74		11 %
512	Contractual Services	23,058.23		23,058.23	47,000.00	-23,941.77		49 %
514	Uniforms	1,222.25	55.59	1,277.84	15,000.00	-13,722.16		9 %
515	Advertising				500.00	-500.00		0 %
523	M/R: Equipment				6,000.00	-6,000.00		0 %
524	M/R: Vehicles	1,452.89		1,452.89	20,150.00	-18,697.11		7 %
526	Utilities & Communication	67.62		67.62	1,000.00	-932.38		7 %
534	Dues & Subscriptions				800.00	-800.00		0 %
535	Postage & Printing	99.79	82.00	181.79	500.00	-318.21		36 %
551	Supplies	256.60		256.60	65,275.00	-65,018.40		0 %

16

10 General Fund

17

Account Object Description	Expended Current YTD	Encumber YTD	Committed	Budget	Variance	Committed %
553 Fuel	11,269.71		11,269.71	50,000.00	-38,730.29	23 %
579 Miscellaneous Expense				500.00	-500.00	0 %
601 Unauthorized Subst Tax				500.00	-500.00	0 %
602 Community Policing	1,049.23		1,049.23	3,000.00	-1,950.77	35 %
Total Account	234,348.65	137.59	234,486.24	1,767,972.00	-1,533,485.76	13 %
5400 Fire						
411 Full-time Regular Wages	74,396.29		74,396.29	479,900.00	-405,503.71	16 %
412 Part-Time Regular Wages	27,015.42		27,015.42	219,300.00	-192,284.58	12 %
415 Supplements to regular	150.00		150.00		150.00	
421 FICA	7,698.50		7,698.50	53,500.00	-45,801.50	14 %
423 ITERS Pension	11,240.15		11,240.15	70,350.00	-59,109.85	16 %
424 401K	1,237.30		1,237.30	7,250.00	-6,012.70	17 %
425 Health & Life Insurance	9,174.87		9,174.87	81,000.00	-71,825.13	11 %
427 Firemen's Pension Fees	7,811.68		7,811.68	7,500.00	-7,500.00	0 %
431 PT Firefighters Insurance	1,407.31		1,407.31	5,800.00	2,011.68	135 %
512 Contractual Services	8,286.28		8,286.28	30,900.00	-29,492.69	5 %
514 Uniforms		26,604.80	34,891.08	58,500.00	-23,608.92	60 %
522 M/R: Buildings & Grounds		11,100.00	11,100.00	5,000.00	6,100.00	222 %
523 M/R: Equipment	1,578.45		1,578.45	15,000.00	-13,421.55	11 %
524 M/R: Vehicles	10,644.18	7,267.96	17,912.14	66,500.00	-48,587.86	27 %
526 Utilities & Communication	27.82		27.82	22,600.00	-22,572.18	0 %
534 Dues & Subscriptions				6,000.00	-6,000.00	0 %
542 Fire District				12,000.00	-12,000.00	0 %
551 Supplies	2,300.19	592.93	2,893.12	19,500.00	-16,606.88	15 %
553 Fuel	3,369.00		3,369.00	27,000.00	-23,631.00	12 %
Total Account	166,337.44	45,565.69	211,903.13	1,187,600.00	-975,696.87	18 %
5510 Parks & Recreation						
522 M/R: Buildings & Grounds				5,500.00	-5,500.00	0 %
526 Utilities & Communication	1,009.80		1,009.80	9,300.00	-8,290.20	11 %
551 Supplies	518.33	400.00	918.33	13,100.00	-12,181.67	7 %
575 Special Activities				4,000.00	-4,000.00	0 %
Total Account	1,528.13	400.00	1,928.13	31,900.00	-29,971.87	6 %
5570 Historical Preservation						
522 M/R: Buildings & Grounds				5,000.00	-5,000.00	0 %
526 Utilities & Communication	799.01		799.01	5,600.00	-4,800.99	14 %
603 Museum Project	295.00		295.00	11,103.00	-10,808.00	3 %
604 Williamson Project				787.00	-787.00	0 %
Total Account	1,094.01		1,094.01	22,490.00	-21,395.99	5 %

17

10 General Fund

18

Account Object Description	Expended Current YTD	Encumber YTD	Committed	Budget	Variance	Committed %
5610 Planning & Development						
411 Full-time Regular Wages	2,948.00		2,948.00	3,000.00	-3,000.00	0 %
412 Part-Time Regular Wages	225.51		225.51	42,000.00	-39,052.00	7 %
421 FICA	5,084.74	8,865.00	13,949.74	3,450.00	-3,224.49	7 %
512 Contractual Services				75,000.00	-61,050.26	19 %
515 Advertising				1,500.00	-1,500.00	0 %
543 Code Enforcement Action				5,000.00	-5,000.00	0 %
551 Supplies				1,000.00	-1,000.00	0 %
Total Account	8,258.25	8,865.00	17,123.25	130,950.00	-113,826.75	13 %
5720 Buildings & Grounds						
512 Contractual Services	2,628.30		2,628.30	31,500.00	-28,871.70	8 %
522 M/R: Buildings & Grounds	1,846.86	12,133.46	13,980.32	8,700.00	5,280.32	161 %
526 Utilities & Communication	8,714.42		8,714.42	75,527.00	-66,812.58	12 %
551 Supplies	516.55	3,140.31	3,656.86	11,000.00	-7,343.14	33 %
553 Fuel				750.00	-750.00	0 %
Total Account	13,706.13	15,273.77	28,979.90	127,477.00	-98,497.10	23 %
5730 Cemetery						
512 Contractual Services				1,000.00	-1,000.00	0 %
551 Supplies				250.00	-250.00	0 %
579 Miscellaneous Expense				600.00	-600.00	0 %
Total Account				1,850.00	-1,850.00	0 %
5740 Streets						
411 Full-time Regular Wages	29,590.48		29,590.48	199,550.00	-169,959.52	15 %
421 FICA	2,263.59		2,263.59	15,300.00	-13,036.41	15 %
423 ITERS Pension	4,468.04		4,468.04	30,150.00	-25,681.96	15 %
424 401K	810.11		810.11	5,550.00	-4,739.89	15 %
425 Health & Life Insurance	5,268.08		5,268.08	40,450.00	-35,181.92	13 %
512 Contractual Services	1,408.95		1,408.95	39,400.00	-37,991.05	4 %
514 Uniforms	201.48		201.48	5,250.00	-5,048.52	4 %
521 M/R: Infrastructure				10,075.00	-10,075.00	0 %
523 M/R: Equipment	39.50		39.50	6,000.00	-5,960.50	1 %
524 M/R: Vehicles	2,209.07	84.45	2,293.52	6,600.00	-4,306.48	35 %
526 Utilities & Communication	16,628.32		16,628.32	130,535.00	-113,906.68	13 %
551 Supplies	287.95		287.95	16,000.00	-15,712.05	2 %
553 Fuel	2,577.81		2,577.81	17,600.00	-15,022.19	15 %
555 Safety				3,500.00	-3,500.00	0 %
561 Capital Outlay				30,000.00	-30,000.00	0 %
Total Account	65,753.38	84.45	65,837.83	555,960.00	-490,122.17	12 %
5750 Solid Waste						
512 Contractual Services	40,345.43		40,345.43	250,000.00	-209,654.57	16 %
526 Utilities & Communication	69.36		69.36		69.36	
551 Supplies				500.00	-500.00	0 %
Total Account	40,414.79		40,414.79	250,500.00	-210,085.21	16 %

18

10 General Fund

19

Account Object Description	Expended Current YTD	Encumber YTD	Committed	Budget	Variance	Committed %
6000 Debt Service						
564 Debt Service - Principal				107,000.00	-107,000.00	0 %
565 Debt Service - Interest				25,000.00	-25,000.00	0 %
566 Lease Payment - Principal				58,000.00	-58,000.00	0 %
567 Lease Payment - Interest				5,000.00	-5,000.00	0 %
Total Account				195,000.00	-195,000.00	0 %
Total Expenses	691,737.08	70,516.49	762,253.57	5,317,904.00	-4,555,650.43	14 %
Net Income			-404,661.37			

19

20 Powell Bill

20

Account Object Description	Expend Current YTD	Encumber YTD	Committed	Budget	Variance	Committed %
Revenue						
4200 *INTERGOVERNMENTAL						
4280 Powell Bill Aid				118,464.00	-118,464.00	0 %
Total Group				118,464.00	-118,464.00	0 %
4300 *INVESTMENT INCOME						
4311 Interest Earnings			15.38	3,000.00	-2,984.62	1 %
Total Group			15.38	3,000.00	-2,984.62	1 %
Total Revenue			15.38	121,464.00	-121,448.62	0 %
Expenses						
5740 Streets						
514 Uniforms	26.49		26.49	500.00	-473.51	5 %
521 M/R: Infrastructure				114,000.00	-114,000.00	0 %
525 Property & Other Liability				550.00	-550.00	0 %
551 Supplies				6,414.00	-6,414.00	0 %
Total Account	26.49		26.49	121,464.00	-121,437.51	0 %
Total Expenses	26.49		26.49	121,464.00	-121,437.51	0 %
Net Income			-11.11			

20

31 Thompson Bldg Grant

21

Account Object Description	Expended Current YTD	Encumber YTD	Committed	Budget	Variance	Committed %
Revenue						
4600 *GRANTS & DONATIONS						
4611 Grant Revenues				309,822.57	-309,822.57	0 %
Total Group				309,822.57	-309,822.57	0 %
Total Revenue				309,822.57	-309,822.57	0 %
Expenses						
5210 Administration						
512 Contractual Services	5,000.00		5,000.00	38,468.75	-33,468.75	13 %
563 Construction				271,353.82	-271,353.82	0 %
Total Account	5,000.00		5,000.00	309,822.57	-304,822.57	2 %
Total Expenses	5,000.00		5,000.00	309,822.57	-304,822.57	2 %
Net Income			-5,000.00			

21

32 RTG Streetscape DT Project

22

Account Object	Description	Expended Current YTD	Encumber YTD	Committed	Budget	Variance	Committed %
Revenue							
4600	*GRANTS & DONATIONS						
	4612 Grant SA-0257				297,392.08	-297,392.08	0 %
Total Group					297,392.08	-297,392.08	0 %
4900	*TRANSFERS AND APPROPRIATIONS						
	4910 Transfer From General Fund				2,500.00	-2,500.00	0 %
Total Group					2,500.00	-2,500.00	0 %
Total Revenue					299,892.08	-299,892.08	0 %
Expenses							
5210	Administration						
521 M/R: Infrastructure					282,500.00	-282,500.00	0 %
562 Engineering & Design		5,000.00			12,392.08	-7,392.08	40 %
Total Account		5,000.00		5,000.00	294,892.08	-289,892.08	2 %
Total Expenses		5,000.00		5,000.00	294,892.08	-289,892.08	2 %
Net Income				-5,000.00			

22

33 Water Supply & Trmt Project

23

Account Object	Description	Expended Current YTD	Encumber YTD	Committed	Budget	Variance	Committed %
Revenue							
4600	*GRANTS & DONATIONS						
	4614 Grant NCDEQ ARP-0112			594,221.74	6,174,790.42	-5,580,568.68	10 %
Total Group				594,221.74	6,174,790.42	-5,580,568.68	10 %
Total Revenue				594,221.74	6,174,790.42	-5,580,568.68	10 %
Expenses							
5820	Water						
	562 Engineering & Design	21,060.00		21,060.00	436,231.73	-415,171.73	5 %
	563 Construction	573,840.88		573,840.88	6,238,472.69	-5,664,631.81	9 %
Total Account		594,900.88		594,900.88	6,674,704.42	-6,079,803.54	9 %
Total Expenses		594,900.88		594,900.88	6,674,704.42	-6,079,803.54	9 %
Net Income				-679.14			

23

34 Wastewater Syst AIA

24

Account Object Description	Expended Current YTD	Encumber YTD	Committed	Budget	Variance	Committed %
Revenue						
4600 *GRANTS & DONATIONS						
4611 Grant Revenues				74,500.00	-74,500.00	0 %
Total Group				74,500.00	-74,500.00	0 %
Total Revenue				74,500.00	-74,500.00	0 %
Expenses						
5830 Sewer						
562 Engineering & Design				20,229.97	-20,229.97	0 %
Total Account				20,229.97	-20,229.97	0 %
Total Expenses				20,229.97	-20,229.97	0 %
Net Income			0.00			

24

35 Courthouse Square Revitalization

25

Account Object	Description	Expended Current YTD	Encumber YTD	Committed	Budget	Variance	Committed %
Revenue							
4600	*GRANTS & DONATIONS						
	4613 Grant SA-0344				510,000.00	-510,000.00	0 %
Total Group					510,000.00	-510,000.00	0 %
4900	*TRANSFERS AND APPROPRIATIONS						
	4910 Transfer From General Fund				29,915.00	-29,915.00	0 %
Total Group					29,915.00	-29,915.00	0 %
Total Revenue					539,915.00	-539,915.00	0 %
Expenses							
5210	Administration						
	512 Contractual Services	12,806.50		12,806.50	23,282.00	-10,475.50	55 %
	563 Construction				481,900.00	-481,900.00	0 %
	577 Contingencies				33,733.00	-33,733.00	0 %
Total Account		12,806.50		12,806.50	538,915.00	-526,108.50	2 %
Total Expenses		12,806.50		12,806.50	538,915.00	-526,108.50	2 %
Net Income				-12,806.50			

25

38 FEMA - 4889 - DR

26

Account Object Description	Expended Current YTD	Encumber YTD	Committed	Budget	Variance	Committed %
Revenue						
4600 *GRANTS & DONATIONS						
4616 Grant FEMA 4889			518,815.00	518,815.00		100 %
Total Group			518,815.00	518,815.00		100 %
Total Revenue			518,815.00	518,815.00		100 %
Expenses						
5740 Streets						
521 M/R: Infrastructure				518,815.00	-518,815.00	0 %
Total Account				518,815.00	-518,815.00	0 %
Total Expenses				518,815.00	-518,815.00	0 %
Net Income			518,815.00			

26

39 Water Imp Project (SRP-D-134-0240)

27

Account Object Description	Expended Current YTD	Encumber YTD	Committed	Budget	Variance	Committed %
Revenue						
4600 *GRANTS & DONATIONS						
4611 Grant Revenues				4,901,500.00	-4,901,500.00	0 %
Total Group				4,901,500.00	-4,901,500.00	0 %
Total Revenue				4,901,500.00	-4,901,500.00	0 %
Expenses						
5820 Water						
562 Engineering & Design				721,500.00	-721,500.00	0 %
563 Construction				4,180,000.00	-4,180,000.00	0 %
Total Account				4,901,500.00	-4,901,500.00	0 %
Total Expenses				4,901,500.00	-4,901,500.00	0 %
Net Income			0.00			

27

40 Wastewater Imp Project (SRP-D-134-0240)

28

Account Object Description	Expended Current YTD	Encumber YTD	Committed	Budget	Variance	Committed %
Revenue						
4600 *GRANTS & DONATIONS						
4611 Grant Revenues				4,948,500.00	-4,948,500.00	0 %
Total Group				4,948,500.00	-4,948,500.00	0 %
Total Revenue				4,948,500.00	-4,948,500.00	0 %
Expenses						
5830 Sewer						
562 Engineering & Design				548,500.00	-548,500.00	0 %
563 Construction				4,400,000.00	-4,400,000.00	0 %
Total Account				4,948,500.00	-4,948,500.00	0 %
Total Expenses				4,948,500.00	-4,948,500.00	0 %
Net Income			0.00			

28

51 Water Fund

29

Account Object Description	Expended Current YTD	Encumber YTD	Committed	Budget	Variance	Committed %
Revenue						
4300 *INVESTMENT INCOME						
4311 Interest Earnings		53.83		6,000.00	-5,946.17	1 %
Total Group		53.83		6,000.00	-5,946.17	1 %
4400 *SALE OF SERVICES						
4463 Utilities - Water		291,174.44		925,000.00	-633,825.56	31 %
Total Group		291,174.44		925,000.00	-633,825.56	31 %
4500 *FEES AND FINES						
4511 Returned Check Fees		100.00		200.00	-100.00	50 %
4541 System Development Fees		6,363.31		200,000.00	-193,636.69	3 %
4561 Utility Connection Fees		600.00		30,000.00	-29,400.00	2 %
4563 Taps & Service Fees - Water		4,500.00		22,500.00	-18,000.00	20 %
Total Group		11,563.31		252,700.00	-241,136.69	5 %
4700 *MISCELLANEOUS						
4790 Miscellaneous				250.00	-250.00	0 %
Total Group				250.00	-250.00	0 %
4900 *TRANSFERS AND APPROPRIATIONS						
4999 Appropriation From Fund				379,302.00	-379,302.00	0 %
Total Group				379,302.00	-379,302.00	0 %
Total Revenue		302,791.58		1,563,252.00	-1,260,460.42	19 %
Expenses						
5820 Water						
411 Full-time Regular Wages	19,758.04		19,758.04	133,000.00	-113,241.96	15 %
421 FICA	1,511.52		1,511.52	10,200.00	-8,688.48	15 %
423 ITERS Pension	2,983.51		2,983.51	20,100.00	-17,116.49	15 %
424 401K	648.63		648.63	4,250.00	-3,601.37	15 %
425 Health & Life Insurance	3,611.84		3,611.84	28,600.00	-24,988.16	13 %
426 Workers' Compensation				10,000.00	-10,000.00	0 %
512 Contractual Services	133,762.02	5,000.00	138,762.02	585,000.00	-446,237.98	24 %
514 Uniforms	145.73		145.73	1,000.00	-854.27	15 %
521 M/R: Infrastructure	23,133.36	8,029.45	31,162.81	82,373.00	-51,210.19	38 %
522 M/R: Buildings & Grounds				5,000.00	-5,000.00	0 %
523 M/R: Equipment				129,800.00	-129,800.00	0 %
524 M/R: Vehicles				6,250.00	-6,250.00	0 %
525 Property & Other Liability	13,705.77		13,705.77	50,000.00	-36,294.23	27 %
526 Utilities & Communication	19,932.59		19,932.59	130,000.00	-110,067.41	15 %
551 Supplies	123.55		123.55	6,000.00	-5,876.45	2 %

29

51 Water Fund

30

Account Object Description	Expended Current YTD	Encumber YTD	Committed	Budget	Variance	Committed %
552 Permits & Licenses				3,000.00	-3,000.00	0 %
553 Fuel	1,288.90		1,288.90	8,500.00	-7,211.10	15 %
564 Debt Service - Principal				106,768.00	-106,768.00	0 %
565 Debt Service - Interest				43,411.00	-43,411.00	0 %
771 Transfer to Capital Reserve				200,000.00	-200,000.00	0 %
Total Account	220,605.46	13,029.45	233,634.91	1,563,252.00	-1,329,617.09	15 %
Total Expenses	220,605.46	13,029.45	233,634.91	1,563,252.00	-1,329,617.09	15 %
Net Income			69,156.67			

30

52 Sewer Fund

31

Account Object Description	Expended Current YTD	Encumber YTD	Committed	Budget	Variance	Committed %
Revenue						
4300 *INVESTMENT INCOME						
4311 Interest Earnings			30.76	4,000.00	-3,969.24	1 %
Total Group			30.76	4,000.00	-3,969.24	1 %
4400 *SALE OF SERVICES						
4462 Utilities - Sewer			145,995.79	810,000.00	-664,004.21	18 %
Total Group			145,995.79	810,000.00	-664,004.21	18 %
4500 *FEES AND FINES						
4541 System Development Fees			3,674.00	100,000.00	-96,326.00	4 %
4564 Taps & Service Fees - Sewer			2,000.00	15,000.00	-13,000.00	13 %
Total Group			5,674.00	115,000.00	-109,326.00	5 %
4900 *TRANSFERS AND APPROPRIATIONS						
4999 Appropriation From Fund				305,210.00	-305,210.00	0 %
Total Group				305,210.00	-305,210.00	0 %
Total Revenue			151,700.55	1,234,210.00	-1,082,509.45	12 %
Expenses						
5830 Sewer						
411 Full-time Regular Wages	14,956.66		14,956.66	96,760.00	-81,803.34	15 %
421 FICA	1,144.21		1,144.21	7,400.00	-6,255.79	15 %
423 LGERS Pension	2,258.51		2,258.51	15,500.00	-13,241.49	15 %
424 401K	417.89		417.89	3,500.00	-3,082.11	12 %
425 Health & Life Insurance	2,720.61		2,720.61	21,000.00	-18,279.39	13 %
426 Workers' Compensation				7,500.00	-7,500.00	0 %
512 Contractual Services	67,764.21		67,764.21	550,000.00	-482,235.79	12 %
514 Uniforms	108.63		108.63	1,000.00	-891.37	11 %
523 M/R: Equipment	2,216.61	149.04	2,365.65	50,000.00	-47,634.35	5 %
525 Property & Other Liability	11,118.43		11,118.43	50,000.00	-38,881.57	22 %
526 Utilities & Communication	12,463.07		12,463.07	100,000.00	-87,536.93	12 %
551 Supplies	27.98		27.98	39,700.00	-39,672.02	0 %
553 Fuel	3,545.44		3,545.44	9,000.00	-5,454.56	39 %
564 Debt Service - Principal				100,000.00	-100,000.00	0 %
565 Debt Service - Interest				77,850.00	-77,850.00	0 %
579 Miscellaneous Expense				5,000.00	-5,000.00	0 %
771 Transfer to Capital Reserve				100,000.00	-100,000.00	0 %
Total Account	118,742.25	149.04	118,891.29	1,234,210.00	-1,115,318.71	10 %
Total Expenses	118,742.25	149.04	118,891.29	1,234,210.00	-1,115,318.71	10 %

31

52 Sewer Fund

32

Account Object Description	Expended Current YTD	Encumber YTD	Committed	Budget	Variance	Committed %
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Net Income

32,809.26

32



Monthly Call Report

INCIDENT ID	PSAP CALL DATE/TIME	INCIDENT NUMBER	DISPATCH TYPE	RESPONSE ZONE	AID TYPE
45370339	2026-08-01 13:13:12	683	M10 CHEST PAIN	City Limits	
45374461	2026-08-01 15:44:35	684	M31 UNCONS CIOUSNESS/F AINTING (NEAR)	City Limits	
45380990	2026-08-01 19:42:03	685	M31 UNCONS CIOUSNESS/F AINTING (NEAR)	City Limits	
45393158	2026-08-02 06:41:05	686	M6 BREATHING PROBLEMS	City Limits	
45394997	2026-08-02 08:45:05	687	M17 FALLS	City Limits	
45419013	2026-08-02 15:11:31	688	F52 ALARM-FIRE ACTIVATION	City Limits	
45517190	2026-08-03 15:56:31	689	F52 ALARM-FIRE ACTIVATION	In-District	
45531114	2026-08-04 00:47:30	690	M9 CARDIAC/ RESPIRATOR Y ARREST	In-District	
45666416	2026-08-06 08:14:35	691	F52 ALARM-FIRE ACTIVATION	City Limits	
45671611	2026-08-06 11:33:11	692	F77 MOTOR VEHICLE COLLISION	City Limits	
45701408	2026-08-07 01:27:24	693	M21 HEMORR HAGE/LACER ATION	In-District	

Monthly Call Report

Carthage Fire & Rescue

Address: 4396 US 15 501 Hwy, Carthage, NC,
28327



INCIDENT ID	PSAP CALL DATE/TIME	INCIDENT NUMBER	DISPATCH TYPE	RESPONSE ZONE	AID TYPE
45772078	2026-08-07 14:44:20	694	F53 ASSIST/S ERVICE CALLS	City Limits	
45803869	2026-08-08 14:01:08	695	F52 ALARM- FIRE ACTIVATION	City Limits	
45812721	2026-08-08 18:37:41	696	F69 STRUCTURE FIRE		1
45829335	2026-08-09 09:47:34	697	M6 BREATHING PROBLEMS	City Limits	
45834458	2026-08-09 13:18:53	698	M17 FALLS	City Limits	
45853518	2026-08-10 03:28:44	699	F77 MOTOR VEHICLE COLLISION	City Limits	
45859279	2026-08-10 09:39:28	700	M26 SICK PERSON	In-District	
45862894	2026-08-10 11:44:05	701	F52 ALARM- FIRE ACTIVATION	In-District	
45864609	2026-08-10 12:04:32	702	M10 CHEST PAIN	City Limits	
45864752	2026-08-10 12:09:35	703	M28 STROKE/CVA	In-District	
45890931	2026-08-11 06:39:35	704	M6 BREATHING PROBLEMS	City Limits	
45910555	2026-08-11 18:09:58	705	F77 MOTOR VEHICLE COLLISION	City Limits	
45925157	2026-08-12 07:49:55	706	F52 ALARM- FIRE ACTIVATION	City Limits	

Monthly Call Report

Carthage Fire & Rescue

Address: 4396 US 15 501 Hwy, Carthage, NC, 28327



INCIDENT ID	PSAP CALL DATE/TIME	INCIDENT NUMBER	DISPATCH TYPE	RESPONSE ZONE	AID TYPE
45930307	2026-08-12 11:16:41	707	TEST CALL ONLY	City Limits	
45930338	2026-08-12 11:18:16	708	TEST CALL ONLY	City Limits	
45933035	2026-08-12 12:15:04	709	M17 FALLS	City Limits	
45944323	2026-08-12 13:21:06	710	M32 UNKNOWN PROBLEM (MAN-DOWN)	City Limits	
46092716	2026-08-12 22:30:21	711	M12 CONVULSION/SEIZURE	City Limits	
46124777	2026-08-13 08:04:45	712	M31 UNCONSCIOUSNESS/F AINTING (NEAR)	In-District	
46150610	2026-08-13 20:46:33	713	M30 TRAUMATIC INJURIES	In-District	
46158669	2026-08-14 05:13:33	714	F77 MOTOR VEHICLE COLLISION	In-District	
46159234	2026-08-14 05:51:37	715	F69 STRUCTURE FIRE	Out of District	1
46197427	2026-08-15 00:39:43	716	F68 SMOKE IN VESTIGATION (OUTSIDE)	City Limits	
46213967	2026-08-15 15:29:08	717	F52 ALARM-FIRE ACTIVATION	Out of District	1
46216108	2026-08-15 16:43:02	718	F52 ALARM-FIRE ACTIVATION	City Limits	
46232537	2026-08-16 05:16:45	719	M6 BREATHING PROBLEMS	In-District	

Monthly Call Report

Carthage Fire & Rescue

Address: 4396 US 15 501 Hwy, Carthage, NC,
28327



INCIDENT ID	PSAP CALL DATE/TIME	INCIDENT NUMBER	DISPATCH TYPE	RESPONSE ZONE	AID TYPE
46237080	2026-08-16 10:24:24	720	F71 VEHICLE FIRE	City Limits	
46250801	2026-08-16 19:00:26	721	F68 SMOKE IN VESTIGATION (OUTSIDE)	City Limits	
46276400	2026-08-17 10:24:07	722	F18 STORM DAMAGE	City Limits	
46289259	2026-08-17 12:18:56	723	F52 ALARM-FIRE ACTIVATION	Out of District	1
46294537	2026-08-17 15:00:33	724	F55 ELECTRICAL HAZARD	City Limits	
46307782	2026-08-17 22:20:20	725	F69 STRUCTURE FIRE	Out of District	1
46319501	2026-08-18 10:27:12	726	M17 FALLS	City Limits	
46365265	2026-08-19 11:28:23	727	M6 BREATHING PROBLEMS	City Limits	
46509914	2026-08-20 06:10:06	728	F18 STORM DAMAGE	In-District	
46516319	2026-08-20 11:04:49	729	F52 ALARM-FIRE ACTIVATION	City Limits	
46585739	2026-08-20 12:42:54	730	M6 BREATHING PROBLEMS	City Limits	
46649535	2026-08-20 13:51:29	731	F52 ALARM-FIRE ACTIVATION	City Limits	
46715414	2026-08-20 14:55:03	732	M11 CHOKING	City Limits	

Monthly Call Report

Carthage Fire & Rescue

Address: 4396 US 15 501 Hwy, Carthage, NC,
28327



INCIDENT ID	PSAP CALL DATE/TIME	INCIDENT NUMBER	DISPATCH TYPE	RESPONSE ZONE	AID TYPE
46746167	2026-08-20 20:08:01	733	F69 STRUCTURE FIRE	County Building	1
46757456	2026-08-20 21:17:07	734	F69 STRUCTURE FIRE	City Limits	1
46782886	2026-08-21 11:08:24	735	F55 ELECTRICAL HAZARD	City Limits	
46784963	2026-08-21 11:18:56	736	F55 ELECTRICAL HAZARD	In-District	
46841485	2026-08-21 15:58:19	737	M6 BREATHING PROBLEMS		
46866300	2026-08-21 18:28:01	738	F18 STORM DAMAGE	In-District	
46874030	2026-08-21 19:06:06	739	F18 STORM DAMAGE	In-District	
46874893	2026-08-21 19:07:49	740	F18 STORM DAMAGE	In-District	
46884320	2026-08-21 20:45:48	741	F55 ELECTRICAL HAZARD	In-District	
46885991	2026-08-21 21:50:00	742	F18 STORM DAMAGE	City Limits	
46897971	2026-08-22 10:14:17	743	M6 BREATHING PROBLEMS	In-District	
46903245	2026-08-22 13:34:04	744	M6 BREATHING PROBLEMS	In-District	
46918771	2026-08-22 22:51:38	745	M9 CARDIAC/ RESPIRATOR Y ARREST	City Limits	

Monthly Call Report

Carthage Fire & Rescue

Address: 4396 US 15 501 Hwy, Carthage, NC, 28327



INCIDENT ID	PSAP CALL DATE/TIME	INCIDENT NUMBER	DISPATCH TYPE	RESPONSE ZONE	AID TYPE
46927538	2026-08-23 08:15:03	747	M6 BREATHING PROBLEMS	In-District	
46945219	2026-08-23 20:08:27	748	F77 MOTOR VEHICLE COLLISION	In-District	
46955190	2026-08-24 05:47:34	749	M6 BREATHING PROBLEMS	City Limits	
47029989	2026-08-25 04:47:57	750	M6 BREATHING PROBLEMS	City Limits	
47055174	2026-08-25 13:48:36	751	F53 ASSIST/SERVICE CALLS	In-District	
47067086	2026-08-25 20:07:26	752	F67 OUTSIDE FIRE/WOODS/BRUSH	Out of District	
47106219	2026-08-26 14:19:08	753	F53 ASSIST/SERVICE CALLS	In-District	
47183276	2026-08-26 18:02:06	754	F67 OUTSIDE FIRE/WOODS/BRUSH	In-District	
47302330	2026-08-27 15:51:57	755	F55 ELECTRICAL HAZARD		
47304199	2026-08-27 16:36:00	756	M13 DIABETIC PROBLEMS		
47369564	2026-08-27 21:23:13	757	F52 ALARM-FIRE ACTIVATION	In-District	
47393550	2026-08-28 10:28:28	758	M26 SICK PERSON		
47413041	2026-08-28 11:53:00	759	M10 CHEST PAIN		

Monthly Call Report

Carthage Fire & Rescue
Address: 4396 US 15 501 Hwy, Carthage, NC,
28327



INCIDENT ID	PSAP CALL DATE/TIME	INCIDENT NUMBER	DISPATCH TYPE	RESPONSE ZONE	AID TYPE
47510887	2026-08-29 13:35:27	760	F69 STRUCTURE FIRE		1
47518405	2026-08-29 17:59:57	761	F52 ALARM-FIRE ACTIVATION		1
47519209	2026-08-29 18:27:04	762	M17 FALLS		
47553018	2026-08-30 20:29:00	763	F71 VEHICLE FIRE		
47774787	2026-08-31 22:20:35	764	M23 OVERDOSE/INGESTION/POISONING	In-District	

Criteria: PSAP Call Date/Time from 2026-08-01 00:00:00 to 2026-09-01 00:00:00

Carthage Police Department | Citation / Warning (NC)s: 31 Results | 2026-08-01 - 2026-08-31

Citation/Warning Type	Citation Date/Time	Agency Case Number	Race	Gender
Written Warning	2026-08-27 00:00	26-006984	A - Asian	M - Male
Written Warning	2026-08-27 08:30	26-006983	W - White	M - Male
Written Warning	2026-08-22 12:30	26-006845	W - White	F - Female
Written Warning	2026-08-19 16:30	26-006753	B - Black or African American	M - Male
Written Warning	2026-08-20 17:06	26-006783	W - White	M - Male
Written Warning	2026-08-19 22:45	26-006768	B - Black or African American	F - Female
Written Warning	2026-08-14 18:46	26-006647	W - White	M - Male
Written Warning	2026-08-16 20:22	26-006687	B - Black or African American	M - Male
Written Warning	2026-08-15 18:33	26-006670	W - White	F - Female
Written Warning	2026-08-10 19:39	26-006550	W - White	F - Female
Written Warning	2026-08-16 07:53	26-006678	U - Unknown	M - Male
Written Warning	2026-08-16 07:34	26-006677	W - White	M - Male
Written Warning	2026-08-15 18:55	26-006671	W - White	M - Male
Written Warning	2026-08-06 18:02	26-006437	I - American Indian or Alaska Native	F - Female
Written Warning	2026-08-11 18:46	26-006573	W - White	F - Female
Written Warning	2026-08-06 20:29	26-006436	B - Black or African American	M - Male
Written Warning	2026-08-06 17:38	26-006432	I - American Indian or Alaska Native	M - Male
Written Warning	2026-08-05 20:25	26-006417	W - White	F - Female
Written Warning	2026-08-05 18:16	26-006414	W - White	F - Female
Written Warning	2026-08-07 07:14	26-006441	W - White	F - Female
Written Warning	2026-08-04 08:46	26-006376	W - White	F - Female
Citation	2026-08-10 03:30	26-006540	B - Black or African American	F - Female
Written Warning	2026-08-02 16:02	26-006336	W - White	F - Female
Written Warning	2026-08-02 15:44	26-006334	W - White	M - Male
Written Warning	2026-08-01 18:46	26-006311	B - Black or African American	F - Female

Carthage Police Department | Incident (NC)s: 24 Results | 2026-08-01 - 2026-08-31

Incident Number	Reference #	Primary Offense
I20260829-09	26-007048	13B - Simple Assault
I20260829-02	26-007035	13B - Simple Assault
I20260827-06	26-007000	23H - All Other Larceny
I20260826-04	26-006944	90Z - All Other Offenses : Warrant Service - OFA/FTA
I20260825-07	26-006936	26F - Identity Theft
I20260824-13	26-006924	90Z - All Other Offenses : Warrant Service
I20260823-36	26-006891	90Z - All Other Offenses : Warrant Service
I20260823-05	26-006862	90Z-02 - Unattended Death : Possible Overdose
I20260823-01	26-006863	13B - Simple Assault
I20260822-01	26-006834	90Z - All Other Offenses : Warrant Service
I20260820-07	26-006775	90Z - All Other Offenses : Criminal Summons
I20260819-02	26-006688	90D - Driving Under the Influence
I20260817-17	26-006695	90Z - All Other Offenses : Warrant Service - OFA/FTA
I20260817-01	26-006674	90D - Driving Under the Influence
I20260812-03	26-006575	90D - Driving Under the Influence
I20260812-01	26-006548	90Z - All Other Offenses : Animal Bite
I20260810-21	26-006555	90Z - All Other Offenses : Criminal Summons
I20260810-19	26-006541	13B - Simple Assault
I20260809-02	26-006533	90Z-55 - Pass Counterfeit Money : Customer passed counterfeit paper currency
I20260808-02	26-006492	290 - Destruction/Damage/Vandalism of Property
I20260807-03	26-006454	90Z - All Other Offenses : Warrant Service
I20260806-01	26-006421	90Z - All Other Offenses : Two Siblings Arguing
I20260803-46	26-006359	90Z-59 - Fraud : Fraudulent telephone scam

Incident Number	Reference #	Primary Offense
I20260801-05	26-006294	90Z - All Other Offenses : Victim presented with symptoms of withdrawal from drug use and associative paranoia

Carthage Police Department | Warrants: 8 Results | 2026-08-01 - 2026-08-31

Incident	Warrant Type	Arrest Date	U C R/N I B R S Offenses	Race	Gender	Obtained Location (F I P S)	Offense Date/Time
I20260826-04	Capias Warrant	2026-08-26T13:05:00.000Z	90Z - All Other Offenses	W - White	M - Male	123 - Montgomery	2026-08-06 08:30
I20260822-01	Capias Warrant	2026-08-22T05:13:00.000Z	90Z - All Other Offenses	W - White	M - Male	125 - Moore	2026-08-19 00:00
I20260822-01	Capias Warrant	2026-08-22T05:13:00.000Z	90Z - All Other Offenses	W - White	M - Male	125 - Moore	2026-08-19 00:00
I20260822-01	Capias Warrant	2026-08-22T05:13:00.000Z	90Z - All Other Offenses	W - White	M - Male	125 - Moore	2026-08-19 00:00
I20260819-02	Misdemeanor Warrant	2026-08-17T01:15:00.000Z	90D - Driving Under the Influence	W - White	M - Male	125 - Moore	2026-08-16 21:45
I20260817-17	Misdemeanor Warrant	2026-08-17T14:05:00.000Z	90Z - All Other Offenses	B - Black or African American	M - Male	125 - Moore	2026-08-13 09:00
I20260817-01	Misdemeanor Warrant	2026-08-16T01:51:00.000Z	90D - Driving Under the Influence	W - White	M - Male	125 - Moore	2026-08-15 21:29
I20260812-03	Misdemeanor Warrant	2026-08-11T23:38:00.000Z	90D - Driving Under the Influence	W - White	M - Male	125 - Moore	2026-08-11 19:38



Town of Carthage

Public Works Department

MONTHLY REPORT

AUGUST 2026

Water Service

Locates	Work Orders	Cut-Offs / Tags	Meters Installed	Water Main/ Service Repairs	Water Taps
282	38	0	0	3	1

Sewer Service

Service Renewals	Lift Station Repairs	Force Main Repairs	Mowed Outfall Lines	Town Sewer Backups	Sewer Taps
2	0	0	4	3	3

Building & Grounds

Leaf & Limb Total Rounds	Trash Runs	Complete Mowed Rounds	Building Repairs
2		2	0

Streets

Cleaned Out Catch Basin	Cleaned Streets With Blower
1	

Construction Projects

- 1.
- 2.
- 3.

Additional Notes MOWED ROAD SHOULDERS 1 ROUND AND NO CUT OFF'S IN AUGUST



MEMORANDUM

Date: 21 September 2026

To: Board of Commissioners

From: Elijah Geist, Town Planner

Subject: RZ-08-26: Rezoning from RA-40 (Residential Agriculture District) to R-10 (Residential) for PARID: 00990242; Petitioner: Formyduval Homes, LLC

I. SUMMARY OF APPLICATION REQUEST:

The applicant, Formyduval Homes LLC, on behalf of the owner, Vincent Wade of WG Acquisitions, Inc., is requesting a rezoning for parcel 00990242. This parcel is approximately 95.50 acres situated on the eastern side of Needmore Road. The applicant requests to be zoned Residential (R-10) from Residential Agriculture District (RA-40).

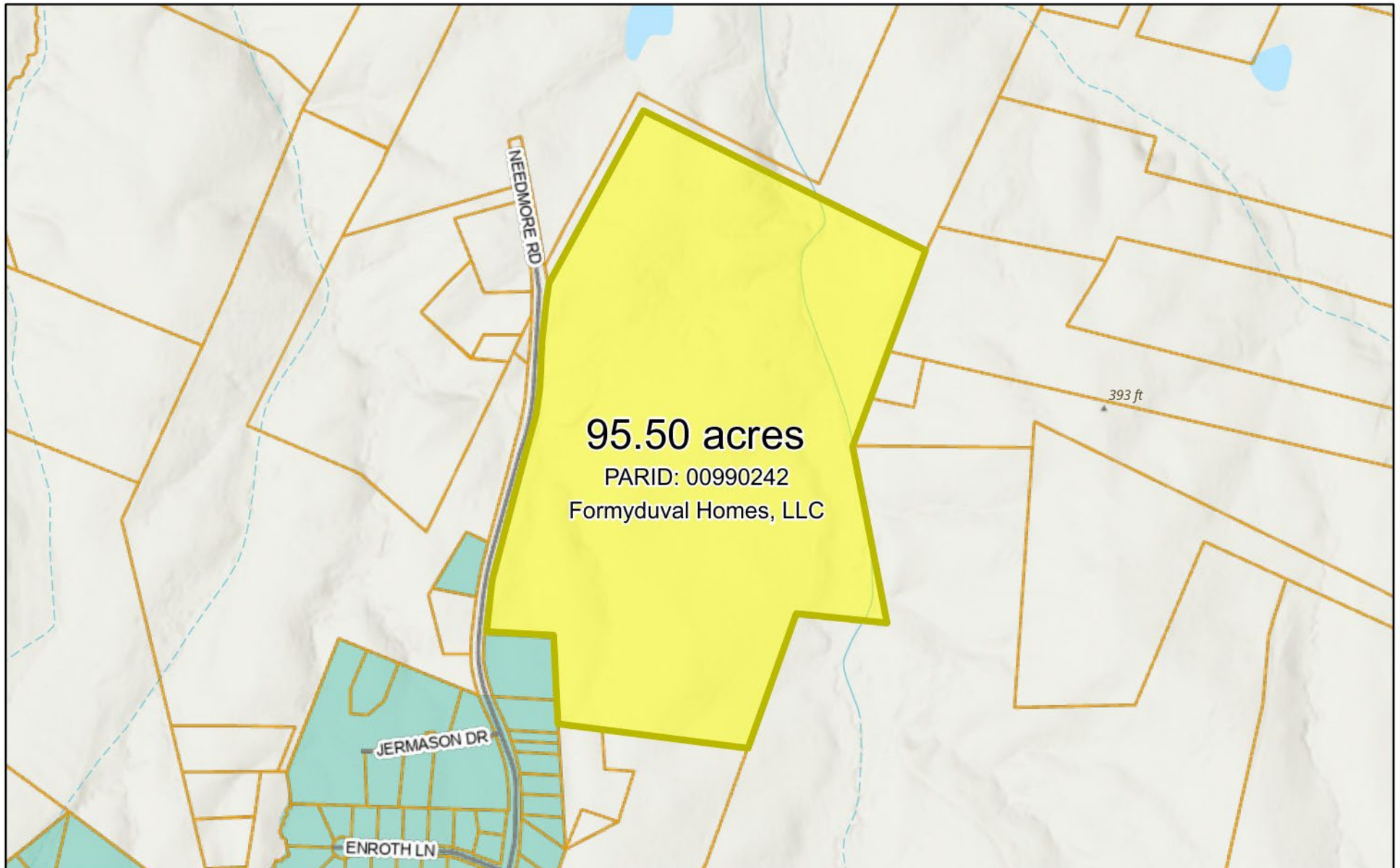
The public notice for this rezoning contained inaccurate information relating to the size and location of the parcel in question. Moore County GIS systems did not provide up-to-date information regarding the parcel and incorrectly displayed the property as being 148.83 acres on either side of Needmore Road. Moore County GIS has yet to update this information, so Town Staff has created a revised map depicting the exact location and size of the parcel being petitioned for rezoning.

The map depicted in this memo reflects the most current and accurate information regarding the parcel.

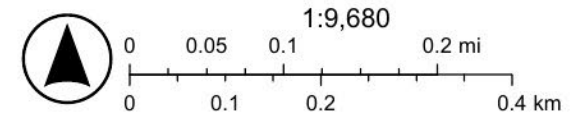
II. PROJECT INFORMATION:

1. PARID: 00990242 PIN: 857800690148
2. Applicant: Formyduval Homes, LLC
3. Owner: Vincent Wade of WG Acquisitions, Inc.
4. Long-Range Plan Designation:
The intended future purpose of this area appears to be "Town Residential" per the adopted 2040 Land Use Plan. According to that Plan, R-10 is an appropriate zoning district for Town Residential.
5. Current Zoning:
The current zoning is RA-40 (Residential Agriculture District) according to Moore County GIS online.
6. Site map provided on next page.

RZ-08-26 (PARID: 00990242)



9/17/2026, 9:53:28 AM



Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, (c) OpenStreetMap contributors, and the GIS User Community, Esri, NASA, NGA, USGS, FEMA

Elijah G. Town Planner
Town of Carthage

III. APPLICATION REVIEW:

When reviewing an application for rezoning, the Board of Commissioners shall consider and be guided by Article 5. Below is highlighted Section 100.42 and Section 100.44 as set forth in UDO:

Section 100.42 Types of Amendments:

Amendments may be to the text of the ordinance or take the form of map amendments, often known as rezoning. The Town of Carthage recognizes three types of amendments.

- 1. Text Amendments. This type of amendment is used when a party chooses to modify the actual text of the ordinance. This is a legislative decision by the Board of Commissioners.*
- 2. Map Amendments. This type of amendment is used when a party chooses to change a zoning district from one type to another. Often known as a straight rezoning, it recognizes that the change in district allows for all uses allowed within a given zoning district. It cannot be conditioned in any way. This is a legislative decision by the Board of Commissioners.*
- 3. Conditional Zoning. Conditional Zoning is an amendment process that is both a map amendment and a text amendment. It is a legislative decision by the Board of Commissioners, but it allows for the placement of conditions and/or limits on the approval.*

Section 100.44 (5) Amendment Procedure for Text Amendments and Map Amendments- Board of Commissioners:

The Board of Commissioners may choose to make their decision to approve or deny at the same meeting or a subsequent meeting. The Board shall first adopt a Resolution of Consistency with the adopted Land Use Plan and other long-range plans then the Board shall vote on the petition. The Resolution of Consistency may take one of three forms consistent with N.C.G.S 160D-604(d); 605(a); 701.

- 1. Approve the amendment and describe its consistency with the adopted Land Use Plan.*
- 2. Reject the zoning amendment and describe its inconsistency with the adopted Land Use Plan.*
- 3. Approve the amendment and deem it a modification of the adopted Land Use Plan. The Board shall describe why the action taken is reasonable and in the public interest. In certain circumstances, it may be beneficial for the Planning Board to convene with the Board of Commissioners during the public hearing prior to making their recommendation. Once the hearing is conducted, the Planning Board may then reconvene to make their recommendation the same day or at a subsequent Planning Board meeting for transmittal to the Board of Commissioners.*

A. Staff Comments:

Staff have found that the applicant meets the rezoning requirements and is not encouraging spot zoning with their request. This is a straight rezoning. The R-10 district is primarily designed to accommodate the type of residential development intended for the location's future growth and development. The Future Land Use Map designates this area as "Town Residential". The requested rezoning aligns with the intended future use of this area and the "Town Residential" designation. The property is adjacent to other properties zoned for R-10 to the south and RA-40 to the north.

IV. PLANNING BOARD RECOMMENDATIONS:

1. Planning Board recommends against approving the requested rezoning.

V. BOARD OF COMMISSIONERS ACTION:

FIRST: Open and Conduct the Public Hearing. Ask for comments. Please have each person come forward to the podium and state their name and address.

The Board of Commissioners (BOC) shall conduct a public hearing regarding the petition per Article 5, Section 100.42 of the Town of Carthage Unified Development Ordinance (UDO).

SECOND: Close the Public Hearing!!! * Once the public hearing is CLOSED, there are no more public comments allowed! You may discuss your comments with each other (the BOC) after the public hearing is closed, for comments, from the public.**

THIRD: Adopt 1st motion- LUP CONSISTENCY MOTION

FOURTH: Adopt 2nd motion- PETITION MOTION

The Board of Commissioners shall set a date for public hearing of any petition for amendment per UDO Section 100.42 and 100.44. The Board of Commissioners shall conduct a public hearing regarding the petition. The Planning Board recommendation and Statement of Consistency shall be provided to the Board of Commissioners.

The Board shall first adopt a Resolution of Consistency with the adopted Land Use Plan and other long-range plans then the Board shall vote on the petition (**two motions required**). The Resolution of Consistency may take one of three forms consistent with N.C.G.S 160D-604(d); 605(a); 701.

LUP CONSISTENCY MOTION (1st Required Motion)

I move to:

OPTION 1

Approve the rezoning and describe its consistency with the adopted Land Use Plan.

or

OPTION 2

Reject the rezoning and describe its inconsistency with the adopted Land Use Plan.

or

OPTION 3

Approve the rezoning and deem it a modification of the adopted Land Use Plan. The Board believes this action taken is reasonable and in the public interest because.....

PETITION MOTION (2ND Required Motion)

And, therefore, I move to:

OPTION 1

Approve RZ-08-26 as written and presented.

or

OPTION 2

Approve RZ-08-26 with the following conditions.....

OPTION 3

Deny RZ-08-26 for the following reasons....



Town of Carthage

Ordinance No. ORD.26.11

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP FOR PARCEL 00990242 (RZ-08-26)

WHEREAS, Formyduval Homes, LLC, on behalf of property owner WG Acquisitions, Inc., has petitioned the Town of Carthage to amend the Official Zoning Map for the property identified as Moore County PARID 00990242 and PIN 857800690148, consisting of approximately 95.50 acres situated on the eastern side of Needmore Road (the “Property”); and

WHEREAS, the petition, designated RZ-08-26, requests that the Property be rezoned from RA-40 (Residential Agriculture District) to R-10 (Residential District); and

WHEREAS, the requested amendment is a straight rezoning and therefore permits all uses allowed in the R-10 district without site-specific conditions; and

WHEREAS, the Town’s adopted 2040 Land Use Plan designates the Property as “Town Residential,” and the R-10 district is an appropriate zoning district for that future land-use designation; and

WHEREAS, Town staff found that the request satisfies the applicable rezoning requirements, is compatible with the intended future growth of the area, and does not constitute spot zoning; and

WHEREAS, the Planning Board reviewed the petition and recommended that the Board of Commissioners deny the requested rezoning; and

WHEREAS, after notice as required by law, the Board of Commissioners conducted a legislative hearing and considered the application, the Planning Board recommendation, the staff analysis, the adopted 2040 Land Use Plan, and the evidence and comments presented; and

WHEREAS, the Board of Commissioners finds that approval of RZ-08-26 is consistent with the 2040 Land Use Plan because the Plan designates the area as Town Residential and identifies R-10 as an appropriate implementing zoning district; and

WHEREAS, the Board further finds that the rezoning is reasonable and in the public interest because it supports the Town’s adopted growth pattern, provides an appropriate transition to existing R-10 zoning to the south while recognizing RA-40 zoning to the north, and permits residential development suitable for the Property’s location and anticipated future use.

NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of the Town of Carthage, North Carolina, as follows:

Section 1. Zoning Map Amendment. The Official Zoning Map of the Town of Carthage is hereby amended to reclassify all of Moore County PARID 00990242, PIN 857800690148, consisting of approximately 95.50 acres situated on the eastern side of Needmore Road, from RA-40 (Residential Agriculture District) to R-10 (Residential District).

Section 2. Statement of Consistency and Reasonableness. The findings stated above are adopted as the Board's statement of plan consistency and analysis of reasonableness required by N.C.G.S. § 160D-605.

Section 3. Official Map. The Town Planner or other authorized official shall revise the Official Zoning Map to reflect this amendment and maintain this ordinance with the Town's permanent zoning records.

Section 4. Effective Date. This ordinance shall become effective immediately upon adoption.

The foregoing ordinance, having been submitted to a vote, received the following vote and was duly adopted and ordained this 21st day of September 2026.

Ayes: _____

Nays: _____

Absent/Excused: _____

Jimmy Chalflinch, Mayor

Attest:

Kimberly Andrews, Town Clerk



MEMORANDUM

Date: September 17, 2026

To: Board of Commissioners

From: Kim Andrews, Town Clerk

Subject: Request from Citizen, David Norris, to Address Cagle Lane Access for Savannah Garden / Carriage Place Subdivisions

Mr. David Norris sent an email request to be placed on the agenda for this month's meeting. His request is to address the delay in opening the Cagle Lane access road to help alleviate the traffic congestion from Savannah Garden Drive onto Hwy 15-501.

His email request with detailed inquiries is attached.

Kim Andrews

From: dnorris196078@gmail.com
Sent: Saturday, September 12, 2026 6:31 PM
To: Kim Andrews
Cc: Emily Yopp; Jimmy Chalfinch; John McDonald; Al Barber; Dan Bonillo; Anton Sadovnikov; Brent Tanner
Subject: Request for Agenda Item - Southbury/Cagle Lane Access and Savannah Garden Drive Traffic Safety

Follow Up Flag: Follow up
Flag Status: Flagged

Kim,

I would like to request placement on the agenda for the next Carthage Board of Commissioners meeting on Monday, September 21, 2026, at 6:30 PM. to address:

Southbury/Cagle Lane Access and Savannah Garden Drive/U.S. 15-501 Traffic Safety

Approximately 280 existing homes and townhomes in Savannah Garden, Southbury, and Carriage Place rely on Savannah Garden Drive as their normal access to U.S. 15-501.

Following the September 11 crash at that intersection, I would like to briefly present the history of the access issue and ask the Board to consider the following:

1. Request an update from Town staff regarding the current status of the Cagle Lane connection, including any remaining developer obligations and the expected completion timeline.
2. Provide the current status of any Southbury performance guarantee or cash bond, including whether the Cagle Lane connection was among the improvements secured by that guarantee.
3. Evaluate whether the existing emergency access can be opened temporarily for normal vehicular use until the Cagle Lane connection is completed, subject to review by the Fire Chief, Town staff, and any applicable safety requirements.
4. Formally request that NCDOT conduct an updated safety and traffic evaluation of the Savannah Garden Drive/U.S. 15-501 intersection based on current development and traffic conditions.

Town records document that access through Cagle Lane was represented and discussed as part of the Southbury development, and the Town Manager reported in May that completion was anticipated by the end of July.

I would appreciate approximately five minutes to present the issue and would also respectfully request that appropriate Town staff be prepared to address the current status of Cagle Lane and any associated performance guarantee.

If placement on the official agenda is not possible, please let me know and I will plan to address the matter during the regular public comment period.

Thank you,

David Norris
Carthage, NC
(910)217-6573



Virus-free. www.avg.com



MEMORANDUM

Date: September 21, 2026

To: The Board of Commissioners

From: Emily D. Yopp, Town Manager

Subject: Discussion of Multi-Jurisdictional Annexation Agreement

Purpose

The purpose of this agenda item is to present a draft annexation agreement developed through the Central Pines Regional Council of Governments among the Town of Carthage, Town of Southern Pines, Village of Whispering Pines, and potentially the Town of Vass and Town of Cameron, and to receive feedback and direction from the Board regarding its interest, comments, and suggested revisions.

Background

North Carolina General Statutes authorize municipalities to enter into annexation agreements to establish future annexation boundaries and reduce uncertainty regarding municipal growth. The stated purpose of the proposed agreement is to:

- Promote orderly and coordinated municipal growth.
- Eliminate uncertainty for residents and property owners in unincorporated areas.
- Improve long-range planning for public infrastructure, schools, roads, and municipal services.
- Foster cooperation among neighboring municipalities.
- Preserve rural areas within Moore County by clarifying anticipated areas of future municipal expansion.

The proposed agreement includes an attached map that identifies geographic areas where future voluntary annexations would be viewed favorably by each participating municipality. Under the proposal, each municipality would generally agree not to annex property located within another municipality's designated annexation area unless the agreement is amended by all parties.

Key Provisions of the Proposed Agreement

Annexation Areas

The agreement establishes annexation planning boundaries for each participating municipality. These boundaries are depicted on the Annexation Agreement Map prepared by the Central Pines Regional Council of Governments. Municipalities would generally limit future annexations to areas assigned to them on the map.

Limited Exceptions

The proposal recognizes limited circumstances where annexation outside of the designated areas may be appropriate, including situations where municipal services are needed for:

- A public school;
- A residence facing condemnation because of a failed septic system; or
- Similar situations where municipal utility service is necessary.

Notice Requirements

Before annexing property within its designated annexation area, a municipality would be required to provide written notice to the other participating municipalities between 60 and 180 days before adoption of an annexation ordinance. Notice must include a description and map of the property proposed for annexation.

Duration

The agreement would remain in effect for twenty (20) years unless modified or terminated.

Modification and Termination

The agreement may be modified through mutual agreement of the participating municipalities following public hearings. Any municipality may also unilaterally terminate the agreement by repealing its adopting ordinance and providing five years' written notice to the other parties.

Implications for Carthage

The proposed agreement does not automatically annex property into the Town of Carthage, nor does it change current municipal boundaries. Future annexations would still require compliance with applicable state laws and local procedures. Instead, the agreement serves as a long-range planning tool that identifies areas where participating municipalities anticipate future growth and annexation activity.

For Carthage, the Board may wish to consider:

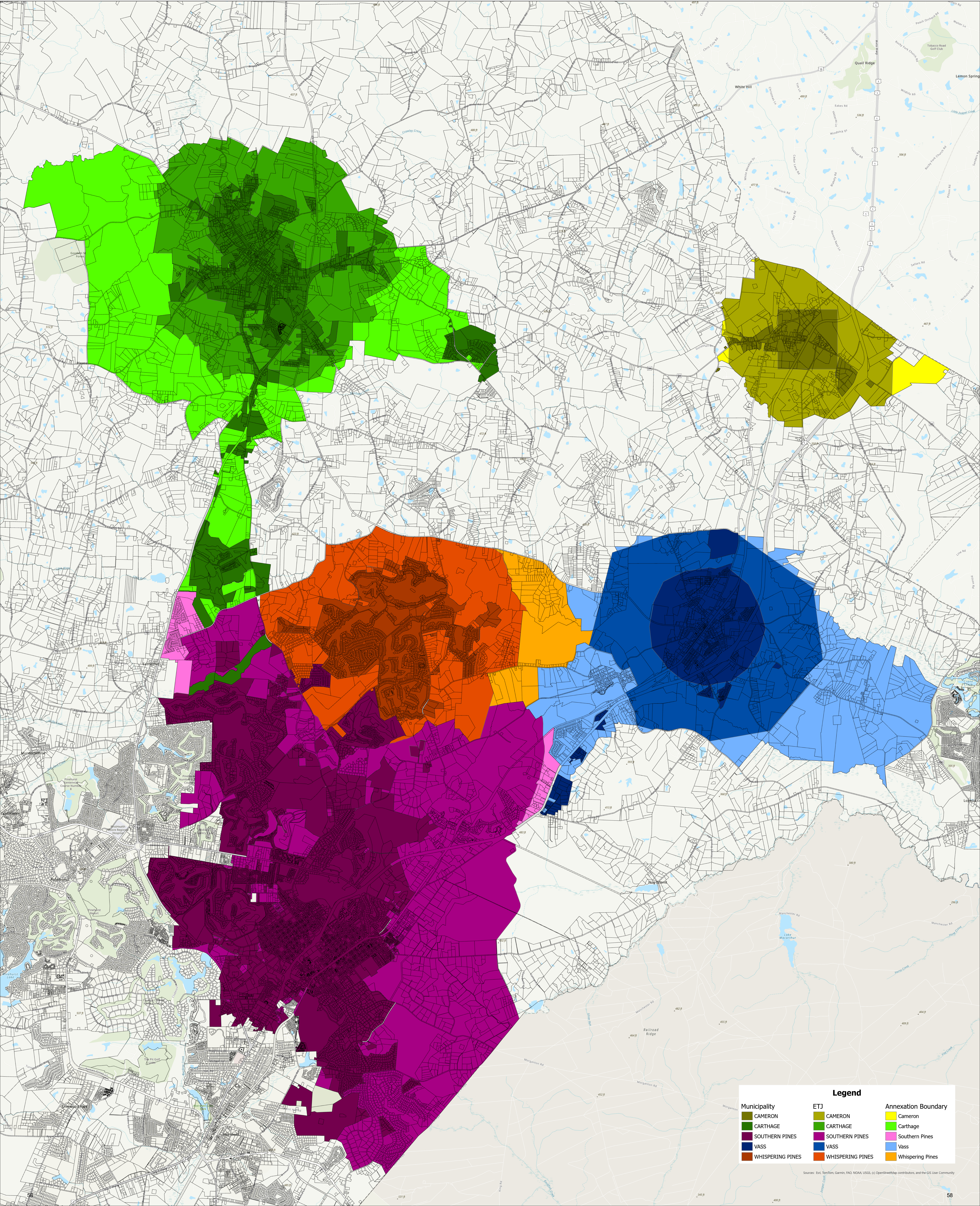
- Whether the proposed annexation area assigned to Carthage appropriately reflects the Town's long-term growth objectives.
- Whether the proposed boundary protects opportunities for future residential, commercial, and industrial development.
- The relationship between the proposed annexation area and the Town's utility service capabilities and long-term infrastructure planning.
- Whether any map revisions or adjustments should be requested before consideration of an adopting ordinance.
- The extent to which the agreement provides certainty and reduces future annexation conflicts between neighboring municipalities.

Staff Recommendation

This item is presented for discussion and Board feedback only. Staff recommends that the Board review the proposed annexation map and agreement terms and provide any comments, concerns, or suggested revisions for staff to communicate to the Central Pines Regional Council of Governments and the participating municipalities before moving forward with formal consideration of an annexation agreement ordinance.

Suggested Motion

No action required. Staff seeks Board discussion and direction regarding the proposed annexation agreement and map.



Legend		
Municipality	ETJ	Annexation Boundary
■ CAMERON	■ CAMERON	■ Cameron
■ CARTHAGE	■ CARTHAGE	■ Carthage
■ SOUTHERN PINES	■ SOUTHERN PINES	■ Southern Pines
■ VASS	■ VASS	■ Vass
■ WHISPERING PINES	■ WHISPERING PINES	■ Whispering Pines

Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, (c) OpenStreetMap contributors, and the GIS User Community

Town of Vass ORD#
Village of Whispering Pines ORD#
Town of Southern Pines ORD#
Town of Carthage ORD#
Town of Cameron ORD#

**AN ORDINANCE ESTABLISHING AN ANNEXATION AGREEMENT BETWEEN THE TOWN OF VASS,
THE VILLAGE OF WHISPERING PINES, THE TOWN OF SOUTHERN PINES, THE TOWN OF
CARTHAGE, AND THE TOWN OF CAMERON.**

WHEREAS, The Town of Vass, The Village of Whispering Pines, The Town of Southern Pines, The Town of Carthage, and The Town of Cameron (the “participating municipalities”), duly incorporated municipalities under the laws of the State of North Carolina, desire to eliminate uncertainty among residents and property owners in unincorporated areas adjacent to the participating municipalities and also to improve planning by public and private interests in such areas; and

WHEREAS, the North Carolina General Assembly under GS 160A Part 6. Annexation Agreements authorizes municipalities to enter into agreements concerning future annexation in order to enhance orderly planning by such municipalities, as well as residents and property owners in areas adjacent to such municipalities; and

WHEREAS, the participating municipalities desire to foster good intergovernmental relations, provide for certainty planning for roads, schools, and other public goods, to ensure that areas of Moore County remain rural in nature, and that the use of land is conducted in an efficient and durable manner; and

WHEREAS, public hearings on this Ordinance were held by the respective governing bodies in accordance with G.S. 160A-58.24 with notice provided in accordance with G.S. 160A-31(c). The Town of Vass held a public hearing on _____, the Village of Whispering Pines held a public hearing on _____ and the Town of Southern Pines held a public hearing on _____, The Town of Carthage held a public hearing on _____, and the Town of Cameron held a public hearing on _____.

NOW, THEREFORE, The Town of Vass, The Village of Whispering Pines, The Town of Southern Pines, The Town of Carthage, and The Town of Cameron agree:

Section 1. Boundary. The areas included within the Annexation Agreement (the “Agreement”) are set forth in Attachment A titled “Annexation Agreement Map.” As indicated in Attachment A, participating municipalities shall not annex any properties shown outside of the boundary shown as granted to them without amendment to this Ordinance.

Section 2. Annexations in Unincorporated Moore County to be Viewed Favorably by this Ordinance. As indicated in Attachment A, participating municipalities shall not annex any

properties shown outside of the boundary shown as granted to them without amendment to this Ordinance. However, from time to time and in limited circumstances municipalities may annex parcels that are shown as Moore County's jurisdiction on Attachment A subject to the following: municipal services, such as sewer, are required for the development of a public school, an individual house is under threat of condemnation due to a failing septic tank, or similar scenarios in which municipal service is required. All changes to this Ordinance shall follow Section 7. Modifications and Mutual Termination.

Section 3. Notice of Adjacent Annexations. When either municipality proposes to annex property within its respective annexation area, it must give notice of the annexation to the other municipalities in compliance with G.S. 160A-58.24(a)(5) and (b), which require the following:

- (i) The notice must be in writing;
- (ii) The notice must be given at least 60 days, but no longer than 180 days, before the adoption of any annexation ordinance; and
- (iii) The notice must describe the area to be annexed by reference to Attachment A and shall clearly and accurately show the boundaries of the area to be annexed in relation to roads, streams and other prominent geographical features.

The notice shall be sent by email, mail, or hand delivered to the Manager or Administration of the other municipality. The notice shall only be effective for 180 days, and if the proposed annexation is not approved within that time period, then a new notice of annexation must be given.

Section 4. Term of Agreement. The term of this Agreement shall be twenty (20) years as authorized by GS 160A-58.23.

Section 5. Effective Date. This Agreement shall become effective immediately following its adoption by ordinance by The Town of Vass, The Village of Whispering Pines, The Town of Southern Pines, The Town of Carthage, and the Town of Cameron, whichever is latest.

Section 6. Replacement of Prior Agreement. This Agreement supersedes any previously adopted annexation agreements between the parties that are in effect as of the effective date of this Agreement.

Section 7. Modifications and Mutual Termination. Pursuant to GS 160A-58.24(d), the parties may jointly modify this Agreement by adopting a subsequent agreement or they may jointly modify this Agreement immediately. All modifications or a mutual termination shall be approved by ordinance adopted after public hearings by both municipalities held in accordance with GS 160A-58.24(c).

Section 8. Unilateral Termination of Agreement. Either party may unilaterally terminate this Agreement at any time in the manner prescribed by GS 160A-58.24(f), which requires that the terminating municipality do the following:

- (i) Repeal the ordinance adopting the Agreement, and
- (ii) Provide written notice to the other municipality five (5) years prior to the effective date of the termination of this Agreement.

IN WITNESS WHEREOF, the Mayors of the participating municipalities have executed this Agreement, in duplicate, effective on _____(the latest of the five adoption dates).

Town of Vass:

Date: _____

Alphonso Mosley, Mayor

Attest:

Date: _____

< >, Town Clerk

Village of Whispering Pines:

Date: _____

Pamela Harris, Mayor

Attest:

Date: _____

Linda Christopher, Village Clerk

Town of Southern Pines:

Date: _____

Taylor Clement, Mayor

Attest:

Date: _____

Beth Robertson, Town Clerk

Town of Carthage:

Date: _____

Jimmy Chalfinch, Mayor

Attest:

Date: _____

Kim Gibson, Town Clerk

Town of Cameron:

Date: _____

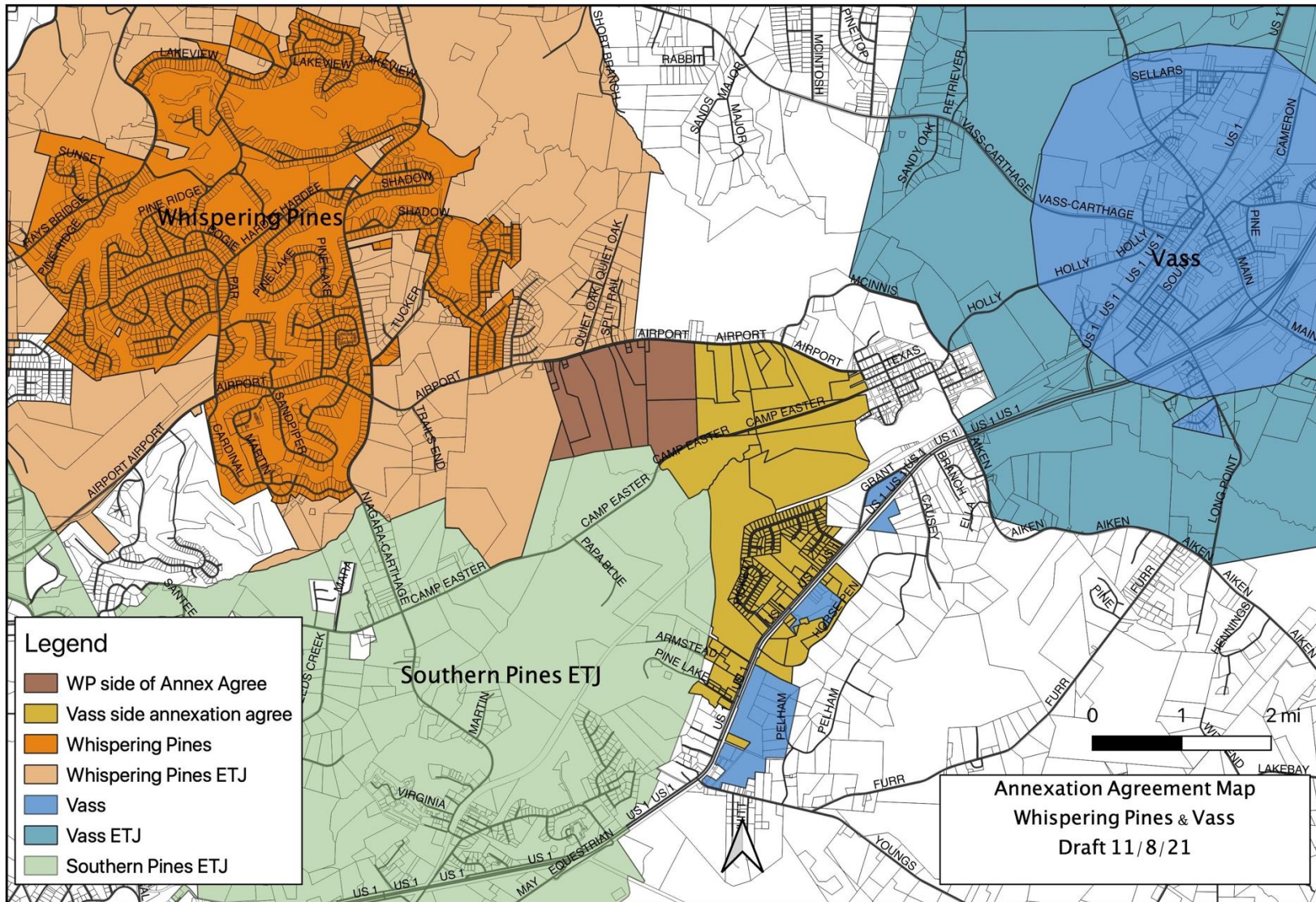
Attest:

Date: _____

Lisa Paschal, Mayor

Wendy Butner, Town Clerk

Attachment A – Annexation Agreement Map





MEMORANDUM

Date: 21 September 2026

To: Board of Commissioners

From: Elijah Geist, Town Planner

Subject: Project Proposal from Emily Cross and Rachel Havily of Limitless Meal Supply regarding Town-owned lots at PARID: 00006642 & 00004260

I. SUMMARY OF APPLICATION REQUEST:

Emily Cross and Rachel Havily are interested in purchasing a pair of Town-owned parcels located in the downtown area. The parcels are situated behind their current business, Limitless Meal Supply, and can be considered vacant property. They intend to pursue acquisition of the lots through the Upset Bid Process. Their hope is to convert the lots into a commercial extension of their current businesses that will serve as a gathering space and attraction for the Downtown Area. The following presentation will serve as an introduction to their project concept.

II. SITE INFORMATION:

1. PARID: 00006642 & 00004260 PIN: 857800519097 & 857800519011
2. Owner: Town of Carthage
3. Current Zoning:
Both lots are designated as Central Business District (CBD) and would accommodate a wide variety of commercial uses.
4. Site map provided on next page.

III. § 160A-269. NEGOTIATED OFFER, ADVERTISEMENT, AND UPSET BIDS.

A city may receive, solicit, or negotiate an offer to purchase property and advertise it for upset bids. When an offer is made and the council proposes to accept it, the council shall require the offeror to deposit five percent (5%) of his bid with the city clerk, and shall publish a notice of the offer. The notice shall contain a general description of the property, the amount and terms of the offer, and a notice that within 10 days any person may raise the bid by not less than ten percent (10%) of the first one thousand dollars (\$1,000) and five percent (5%) of the remainder. When a bid is raised, the bidder shall deposit with the city clerk five percent (5%) of the increased bid, and the clerk shall readvertise the offer at the increased bid. This procedure shall be repeated until no further qualifying upset bids are received, at which time the council may accept the offer and sell the property to the highest bidder. The council may at any time reject any and all offers. (1971, c. 698, s. 1; 1979, 2nd Sess., c. 1247, s. 25.)

SUGGESTED MOTION(S)

OPTION 1

To Approve:

I move that the Board of Commissioners approve Town Staff to move forward with the Upset Bid process for the sale of the Town-owned property listed as PID#s: 00006642 and 00004260, also known as “the old jail”.

OPTION 2

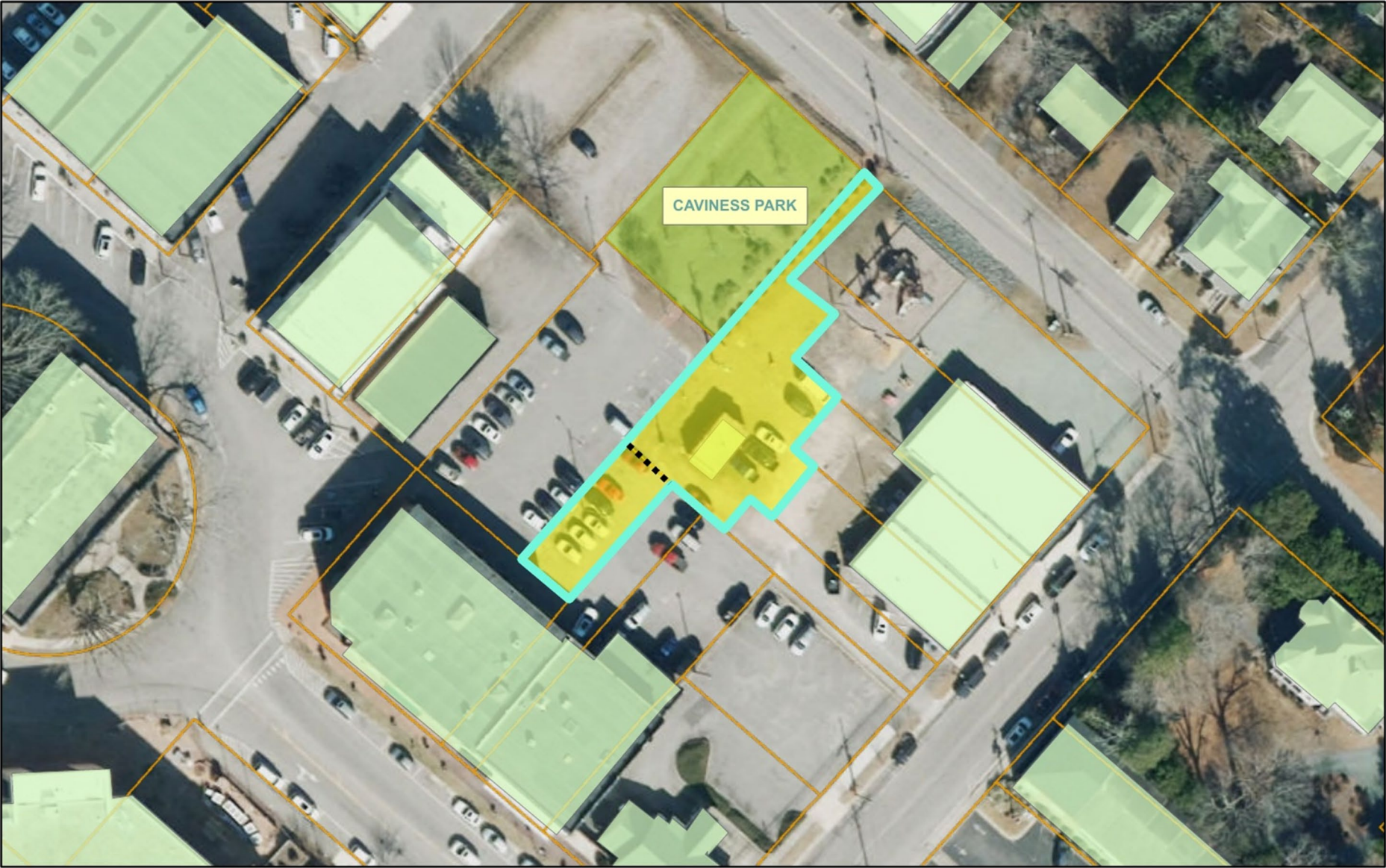
To Deny:

I move that the Board of Commissioners deny the offer to purchase for the Town-owned property listed as PID#s: 00006642 and 00004260, also known as “the old jail” for the following reason(s): _____

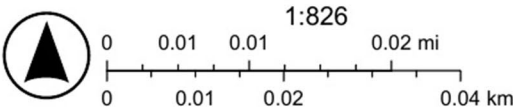
_____.

Old Jail Site Map

SUGGESTED MOTIONS ON NEXT PAGE



9/10/2026, 4:00:48 PM





MEMORANDUM

Date: August 17, 2026

To: The Board of Commissioners

From: Jamie Sandoval, Administrative Operations Coordinator

Subject: Amendment to the Town of Carthage Code of Ordinances §51.037 – Complaints; Adjustments

PURPOSE

The first purpose of this Code of Ordinances amendment request is to eliminate the contradictory ordinances that discuss leak adjustments. In one section of the Code of Ordinances, the ordinance states that town staff allow leak adjustments; however, in the most recent ordinances that were adopted by the Board of Commissioners it states that leak adjustments are only given within certain requirements due to the EyeOnWater service that is provided to all customers.

Secondly, Town staff is requesting the Board of Commissioner's consideration on allowing payment plans for unpaid balances instead of only for water that was lost, such as in a leak.

BACKGROUND FOR LEAK ADJUSTMENTS

In the Board of Commissioners Regular Meeting held on June 20th, 2022, the Board approved the following language:

"§ 51.005 LEAK CUT-OFF POLICY.

(A) *General provisions.*

(1) The Town of Carthage is not responsible for notifying customers of leaks; but the town tries to identify them as early as possible and as a courtesy will attempt to notify the customer to reduce wasted water and save money for those customers.

(2) Each Town of Carthage water/sewer customer will have the opportunity to monitor their water usage and set leak alerts using our EyeOnWater (EOW) services. EyeOnWater gives consumers direct access to their water consumption data, provides tools to help them manage their water use, and delivers leak alerts and usage trends to customers through email, text messages or on-smart device notifications.

(3) At any time, any customer may also contact the Utility Administrator at the Town Hall and ask if they have an active leak or what their consumption is should they choose not to participate with the EyeOnWater service.

(B) *Leaks defined.*

(1) Leaks are classified as one of the following:

(a) *Town leak.* The town is responsible for repair and water usage due to leaks in the town's right-of-way easement. Town leaks will be adjusted to remove 100% excess water and 100% excess sewer usage above their average usage for all impacted bills.

(b) *Private leak.* Customers are responsible for repair and water usage due to leaks found from the meter to the residence or business. There will be no water rate adjustments made for private leaks.

(2) Please note that the following causes of leaks/high usage will not be considered for a leak adjustment under any circumstances:

- (a) Water usage from filling pools;
- (b) Sewer charges resulting from irrigation or pool fill from a private service provider;
- (c) Irrigation head failure;
- (d) Capping off leaking services in lieu of a repair stopping the leak;
- (e) Reoccurring leaks;
- (f) Leaking fixtures and appurtenances inside or outside of the structure;
- (g) Leaks due to failure to properly protect homeowner service pipe and plumbing from freezing.

(C) *Leak Cut-Off Policy.*

(1) The town will attempt to notify customers of major leaks as soon as they are found to help mitigate water loss and high bills for the customer. All customers are responsible to maintain up-to-date contact information on their utility service account.

(2) If an attempt is made to contact the customer and the contact information on file is not accurate, the water/sewer service will be disconnected to conserve water and prevent high bills. Once the town is contacted by the customer, the service will then be restarted at the customer's request and the customer will be responsible for all water consumed.

(3) Services disconnected for a leak will not be restarted after business hours. The service will be reconnected the next business day."

Town staff have recently found that it is contradictory to a different section of the Carthage Code of Ordinances in **Section 51.037**.

"§ 51.037 COMPLAINTS; ADJUSTMENTS.

(A) (1) It is the policy of the town to discontinue utility service to customers by reason of nonpayment of bills. The town's water bill shall state:

(a) The due date and telephone number of the person in charge of billing, clearly visible and easily readable;

(b) All bills are due and payable on or before the date set forth on the bill; and

(c) If any bill is not paid by or before that date, service is subject for immediate disconnection.

(2) Any customer disputing the correctness of his, her or its bill has the right to a hearing at which time he or she may present, orally or in writing, his or her complaint and contentions to the person in charge of utility billing. This person shall be authorized to order that the customer's service not be discontinued, and shall have the authority to make a final determination of the customer's complaint. If not satisfied, the customer may appeal to the Board of Commissioners at the next scheduled meeting.

(3) The person in charge of utility billing shall be authorized to establish a payment plan for excessively large bills due to water lost to known or unknown causes. The term of the repayment shall not exceed six months, and the monthly repayment amount shall not be less than the customer's normal bill.

(4) When it becomes necessary for the town to discontinue utility service to a customer for nonpayment of bills, service will be reinstated only after all bills for service then due have been paid along with the penalty charge. All provisions of this division shall apply to any past due bill not paid by 5:00 p.m. of the last business day before the cut-off day.

(B) If the seal of a meter is broken by other than the town's representative, or if the meter fails to register correctly, or is stopped by any cause, the consumer shall pay an amount estimated from the record of his or her previous bills and/or from other proper data.

(C) The person in charge of utility billing, when bill is either unpaid or was paid under protest and not resolved, may reduce the amount of a bill for water lost to know or unknown causes as follows.

(1) *Water charge adjustment.* The base usage shall be determined by the average of the gallon usages within the year. If adequate history is not available to determine the customer's base usage as indicated, the best available information shall be used. To qualify for an adjustment, the usage in question must be at least 10,000 gallons, or twice the average consumption. The total gallons used will be subtracted from the average usage to provide the wasted amount. The wasted amount will be charged an amount set by the town.

(2) *Sewer charge adjustment.*

(a) Calculated same as water adjustments;

(b) The timing of the water loss discovery may cover two billing periods; therefore, an adjustment may be made for two consecutive billing periods.

(3) *Limitation on adjustment.* Only one adjustment for an account shall be made during any fiscal year."

BACKGROUND FOR PAYMENT PLANS:

Town staff have recently reviewed many of the ordinances that correspond with leak adjustments and payment plans for utility bills. Staff is requesting clarification from the Board of Commissioners on whether you wish to allow payment plans for unpaid balances as well as water lost to known/unknown causes. This practice has been a holdover from issues during the 2020 Covid Pandemic; however, staff would like the Board to determine if they wish to continue this process as a financial assistance tool for customers. Or does the Board of Commissioners wish to leave the code as written and only allow payment plans for large balances as a result of water lost for known or unknown causes. The statement of payment plans are located in Section 51.037 (A)(3).

"§ 51.037 COMPLAINTS; ADJUSTMENTS.

(A) (1) It is the policy of the town to discontinue utility service to customers by reason of nonpayment of bills. The town's water bill shall state:

(a) The due date and telephone number of the person in charge of billing, clearly visible and easily readable;

(b) All bills are due and payable on or before the date set forth on the bill; and

(c) If any bill is not paid by or before that date, service is subject for immediate disconnection.

(2) Any customer disputing the correctness of his, her or its bill has the right to a hearing at which time he or she may present, orally or in writing, his or her complaint and contentions to the person in charge of utility billing. This person shall be authorized to order that the customer's service not be discontinued, and shall have the authority to make a final determination of the customer's complaint. If not satisfied, the customer may appeal to the Board of Commissioners at the next scheduled meeting.

(3) The person in charge of utility billing shall be authorized to establish a payment plan for excessively large bills due to water lost to known or unknown causes. The term of the repayment shall not exceed six months, and the monthly repayment amount shall not be less than the customer's normal bill.

(4) When it becomes necessary for the town to discontinue utility service to a customer for nonpayment of bills, service will be reinstated only after all bills for service then due have been paid along with the penalty charge. All provisions of this division shall apply to any past due bill not paid by 5:00 p.m. of the last business day before the cut-off day.

(B) If the seal of a meter is broken by other than the town's representative, or if the meter fails to register correctly, or is stopped by any cause, the consumer shall pay an amount estimated from the record of his or her previous bills and/or from other proper data.

(C) The person in charge of utility billing, when bill is either unpaid or was paid under protest and not resolved, may reduce the amount of a bill for water lost to know or unknown causes as follows.

(1) *Water charge adjustment.* The base usage shall be determined by the average of the gallon usages within the year. If adequate history is not available to determine the customer's base usage as indicated, the best available information shall be used. To qualify for an adjustment, the usage in question must be at least 10,000 gallons, or twice the average consumption. The total gallons used will be subtracted from the average usage to provide the wasted amount. The wasted amount will be charged an amount set by the town.

(2) *Sewer charge adjustment.*

(a) Calculated same as water adjustments;

(b) The timing of the water loss discovery may cover two billing periods; therefore, an adjustment may be made for two consecutive billing periods.

(3) *Limitation on adjustment.* Only one adjustment for an account shall be made during any fiscal year."

STAFF RECOMMENDATIONS:

As Administrative Operations Coordinator, I recommend that the Board of Commissioners amend Section 51.037 (C) to ensure there are no contradictory statements within the Code of Ordinances. This allows staff to have clear guidance on what constitutes a leak adjustment.

I would also recommend that the Board of Commissioners determine if they want to offer payment plans for overdue/past due utility balances as a financial assistance tool to its customers. If the Board decides to allow payment plans, they should determine clear standards for eligibility for a payment plan as well as how long a payment plan can last. These details should all be codified in the ordinance.

If the Board of Commissioners decides not to continue payments plans, Town staff will fulfill those contracts that are already in place until completion of that payment plan.

SUGGESTED MOTIONS ON NEXT PAGE

SUGGESTED MOTION(S)

OPTION 1 *(to approve):*

I move to approve the proposed Code of Ordinances Amendments to Section 51.037 and to (**eliminate OR continue**) payment plans for utility customers.

OPTION 2 *(to approve with changes):*

I move to approve the proposed Code of Ordinances Amendments to Section 51.037 and to (**eliminate OR continue**) payment plans for utility customers with the following conditions:

OPTION 3 *(to deny):*

I move to deny the proposed Code of Ordinances Amendments to Section 51.037 and to (**eliminate OR continue**) payment plans for utility customers.



Town of Carthage

TEXT AMENDMENT GENERAL ORDINANCE

TITLE V: PUBLIC WORKS: CHAPTER 51: WATER AND SEWER; BILLING PROCEDURES § 51.037 COMPLAINTS; ADJUSTMENTS.

ORDINANCE #ORD.26.12

WHEREAS, the Board of Commissioners adopts General Ordinances for the Town of Carthage; and

WHEREAS, the Board of Commissioners amends the General Ordinances as they see fit or to provide clarity of the Ordinances; and

WHEREAS, the Board of Commissioners have reviewed the updated language for the General Ordinances; and

WHEREAS, the Board of Commissioners, after considering all of the facts and circumstances surrounding the text amendments, have determined that it is in the best interest of the Town of Carthage to be amended.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN OF CARTHAGE BOARD OF COMMISSIONERS THAT:

[The strikethrough is what is being removed in the existing General Ordinance language. The underlined verbiage is what is being added to the already existing General Ordinance language. The existing General Ordinance language is not underlined.]

§ 51.037 COMPLAINTS; ADJUSTMENTS.

(A) (1) It is the policy of the town to discontinue utility service to customers by reason of nonpayment of bills. The town's water bill shall state:

(a) The due date and telephone number of the person in charge of billing, clearly visible and easily readable;

(b) All bills are due and payable on or before the date set forth on the bill; and

(c) If any bill is not paid by or before that date, service is subject for immediate disconnection.

(2) Any customer disputing the correctness of his, her or its bill has the right to a hearing at which time he or she may present, orally or in writing, his or her complaint and contentions to the person in charge of utility billing. This person shall be authorized to order that the customer's service not be discontinued, and shall have the authority to make a final determination of the customer's complaint. If not satisfied, the customer may appeal to the Board of Commissioners at the next scheduled meeting.

(3) The person in charge of utility billing shall be authorized to establish a payment plan for excessively large bills due to water lost to known or unknown causes. The term of the repayment shall not exceed six months, and the monthly repayment amount shall not be less than the customer's normal bill.

(4) When it becomes necessary for the town to discontinue utility service to a customer for nonpayment of bills, service will be reinstated only after all bills for service then due have been paid along with the penalty charge. All provisions of this division shall apply to any past due bill not paid by 5:00 p.m. of the last business day before the cut-off day.

(B) If the seal of a meter is broken by other than the town's representative, or if the meter fails to register correctly, or is stopped by any cause, the consumer shall pay an amount estimated from the record of his or her previous bills and/or from other proper data.

(C) The person in charge of utility billing, when bill is either unpaid or was paid under protest and not resolved, may reduce the amount of a bill for water lost to know or unknown causes as follows.

- ~~(1) *Water charge adjustment.* The base usage shall be determined by the average of the gallon usages within the year. If adequate history is not available to determine the customer’s base usage as indicated, the best available information shall be used. To qualify for an adjustment, the usage in question must be at least 10,000 gallons, or twice the average consumption. The total gallons used will be subtracted from the average usage to provide the wasted amount. The wasted amount will be charged an amount set by the town.~~
- (2) *Sewer charge adjustment.*
- (a) Calculated same as water adjustments;
 - (b) The timing of the water loss discovery may cover two billing periods; therefore, an adjustment may be made for two consecutive billing periods.
- (3) *Limitation on adjustment.* Only one adjustment for an account shall be made during any fiscal year.”

The foregoing ordinance, having been submitted to a vote, received the following vote and was duly adopted and ordained this 21st day of September 2026.

Ayes:

Nays:

Absent/Excused:

Jimmy Chalflinch, Mayor

Attest:

Kimberly Andrews, Town Clerk



MEMORANDUM

Date: September 21, 2026

To: The Board of Commissioners

From: Emily D. Yopp, Town Manager

Subject: Town Hall Project Status and Funding/Financing Options

Purpose

The purpose of this agenda item is to provide the Board with an update on funding and financing efforts related to the Town Hall project and to request direction regarding the future of the project.

Background

In 2024, the Town acquired the former office of Attorney Hurley Thompson, located at 208 Monroe Street, for **\$551,951** using a **\$1 million state-directed grant** secured through the efforts of Representative John Sauls. The intent was to renovate it into the new Carthage Town Hall and Visitor Center for two primary reasons:

1. To relocate the Town's administrative offices to the downtown area, providing a more centralized and accessible location for residents and customers while strengthening the Town's presence within the community; and
2. To free up space within the existing municipal building at 4396 Hwy. 15-501 to support the current and future operational needs of the Police, Public Works and Fire Departments.

Following acquisition of the property, the Town engaged CPRC to assist with grant administration and, through a Request for Qualification, contracted Michael Graves Architecture for project design development and construction bid preparation and ultimately project management. State grant funding has been utilized for the property's acquisition, grant administration services, professional design services, and project bidding activities.

While weather damage to exterior wood features makes the structure appear somewhat dilapidated, the structure is in good and sound condition overall and the exterior components can be repaired/replaced. Water intrusion from the roof has resulted in water damage to portions of the roof and structural roof components. Repair and stabilization of these areas account for a significant portion of the anticipated construction costs.

At this time, the Town has not executed a construction contract with Muter Construction, and the Board retains flexibility regarding the scope, timing, or future direction of the project.

Current Project Status

The Town currently has approximately **\$255,000 remaining** from the original state-directed grant allocation.

Current project cost estimates are as follows:

- Building Acquisition: **\$551,951** (Completed)
- Phase 1 Improvements (Exterior Repairs and Stabilization): **Revised 8/20/24 - \$854,282**
- Full Renovation and Build-Out of Town Hall: **\$1.8 million bid (Muter Construction)**
** Please note that construction bid pricing is typically guaranteed for a limited period and the Town is currently beyond that period. If the project is delayed, updated pricing or a new bidding process may be required.*

Muter Construction was the lowest, responsive, responsible bidder at time of submission. Other bids came in at:

- Kennedy Richter Construction - \$2,182,659.98
- Midwest Maintenance - \$2,417,333.00
- Progressive Contracting Co. - \$2,507,000.00

While the remaining grant funds may be applied toward future project costs, additional funding would be necessary to complete either the Phase 1 improvements or the full renovation project.

Funding Assessment

At the Board's direction in the last meeting, staff investigated potential funding opportunities that could reduce the Town's financial commitment to the project.

These efforts included:

- Researching available grant and financing opportunities;
- Contacting the Century Committee regarding potential financial assistance;
- Consulting with bond counsel regarding financing options and required approvals; and
- Obtaining a proposal from a municipal financial advisory firm to evaluate financing alternatives.

To date, staff has not identified grant opportunities that would significantly reduce the overall project cost. Staff has contacted the Century Committee and is awaiting a response.

Financial Capacity Considerations

The Town's General Fund balance is currently at approximately **43% of annual expenditures**.

Historically, the Board has preferred to maintain a higher fund balance, generally around 50%, which provides approximately six months of operating reserves. However, it is not uncommon to pull funds from the Fund Balance to pay for one-time capital projects such as this. It is important for municipalities to monitor Fund Balance use for one-time projects since continued use could reduce reserves available for emergencies, economic downturns, infrastructure failures, or other unforeseen needs.

Based on preliminary discussions with Finance Officer Kesha Matthews, staff's understanding is that the Town may have the capacity to absorb approximately \$1 million in additional debt while maintaining its current financial

obligations. However, additional analysis would be needed to confirm debt affordability and evaluate available financing structures.

Financial Advisory Services

Staff has received a proposal from Davenport & Company to assist the Town in evaluating funding and financing options related to the Town Hall project.

The proposed services would include:

- Analysis of the Town's current financial position;
- Evaluation of debt capacity and affordability;
- Review of available financing alternatives;
- Assessment of budgetary impacts;
- Assistance with Local Government Commission (LGC) financing requirements; and
- Presentation of financing options for Board consideration.

The purpose of such an engagement would not be to commit the Town to borrowing funds or proceeding with construction. Rather, it would provide professional financial analysis and objective information to assist the Board in determining whether the project is financially feasible and, if so, what financing approaches may be available.

Financing Timeline

Bond counsel has advised that there are several timing considerations related to financing the project (see attached memo from Bob Jessup). Specifically, construction bids must remain valid as part of the financing application process, and Local Government Commission (LGC) approval would be required before the Town could proceed with borrowing for the project.

Bond counsel has further advised that the Town may still be able to maintain a potential November 2026 LGC review schedule, although doing so may require one or more special meetings and coordination with LGC staff.

To preserve the possibility of a November review, certain preliminary actions may need to occur in the near future. These actions would not obligate the Town to borrow funds, award a construction contract, or proceed with the Town Hall project. Rather, they would preserve the Town's ability to remain on the current schedule while the Board continues evaluating project costs, financing options, and the future use of the property.

Bond counsel has also advised that if the current construction bids expire before financing is pursued, the Town would likely need to re-bid the project prior to seeking LGC approval.

Additionally, financing applications submitted after November 2026 may require use of the Town's FY 2025-2026 audit, which could impact the overall project timeline.

Board Options

Staff has identified several options for Board consideration.

Option 1: Engage Davenport & Company for Financial Analysis

Authorize the Town Manager to execute the engagement agreement with Davenport & Company and return to the Board with financing scenarios, debt affordability analysis, and funding alternatives for consideration. Approval of this option may require a budget amendment to fund the engagement.

Advantages

- Provides independent financial expertise.
- Clarifies debt capacity and affordability.
- Identifies financing and repayment options.
- Assists the Board in understanding potential budget and tax rate impacts.
- Supports informed decision-making regarding the future of the project.

Considerations

- Requires additional professional services expenditures of approximately **\$20,000 plus reimbursable expenses**, as outlined in the attached engagement agreement.
- A budget amendment may be required if sufficient funding has not already been appropriated.
- Extends the project evaluation process before a final decision is reached.
- The engagement would provide financial analysis and recommendations but would not commit the Town to borrowing funds, awarding a construction contract, or proceeding with the project.

Option 2: Pause the Project Until Budget Discussions for FY 27-28 Budget

Direct staff to defer further project development activities until consideration of the FY 2027-28 budget and reject the current construction bids due to timing and funding considerations.

Advantages

- Limits immediate expenditures.
- Provides additional time to evaluate priorities and funding opportunities.

Considerations

- Does not resolve the long-term future of the property.
- The property would remain a Town-owned asset requiring routine maintenance, monitoring, and upkeep by Town staff.
- Construction costs may increase if the project is revisited at a later date.
- Budget conversations anticipated to begin in January 2027.
- State grant funding must be expended by June 2027 or reverted back to the State.

While the Board could elect to make limited investments in the property, such as roof repairs or stabilization measures, those improvements would preserve the asset but would not resolve the Board's long-term decision regarding the future use of the property.

Option 3: Discontinue the Town Hall Project and Evaluate Future Property Options

Direct staff to cease further Town Hall project development efforts and evaluate long-term alternatives for the property, including continued ownership, alternative municipal uses, or sale.

Advantages

- Eliminates future project-related planning expenditures.
- Allows resources to be redirected toward other priorities.

Considerations

- Prior planning, design, and development efforts undertaken over the past two years would not result in the establishment of a new Town Hall facility.
- Approximately **\$745,000 in State grant funding** has been invested in the project to date. The State grant was awarded for the purchase and renovation of the property for use as Town Hall. If the Board elects to discontinue the project or pursue an alternative use of the property, staff may need to consult with the Office of State Budget and Management regarding any grant compliance, closeout, or repayment requirements associated with the remaining grant funds.
- Additional Board direction would be required regarding the long-term use, maintenance, or potential disposition of the property.
- The Town would continue to face long-term space constraints within the existing municipal building and may need to identify alternative solutions to accommodate future growth and operational needs of Town departments.

Requested Board Action

Staff has reached a point where the information necessary for further evaluation is largely dependent upon the Board's desired direction for the property. Staff requests direction regarding whether the Board wishes to pursue the Town Hall project, defer the project to a future date, or discontinue the project and evaluate alternative uses of the property. The Board's direction will assist staff in determining how future staff time, consultant resources, and project expenditures should be allocated.

If the Board elects to continue evaluating the project, the Board should also provide direction regarding whether staff and bond counsel should proceed with the preliminary actions necessary to preserve the current LGC timeline. Such actions would not commit the Town to financing, construction, or completion of the project but would preserve the Town's ability to remain on schedule while further evaluation occurs.

The Board's direction will assist staff in determining where future planning efforts, consultant services, project expenditures, and staff resources should be focused.

September 15, 2026

Carthage Town Hall project – timing considerations for financing

The Town faces two primary timing considerations:

Expiration of the construction bids

We understand the bids have been outstanding for some time, and at some point the contractor will be unable to hold the prices. We understand Town staff has been in on-going communication with the presumptive contractor about this status.

Considerations for the LGC process

The Local Government Commission is a division in the State Treasurer's office that has to approve substantially all local government borrowing, and LGC approval would be required for this project. The LGC has certain timing rules it applies to consideration of projects and financings like yours.

Bids in hand. The LGC requires that you have construction bids in hand as part of applying for approval. If your bids expire, you'll have to complete the re-bid process before applying.

Application deadline. The LGC generally meets the first Tuesday of each month, and the LGC requires that you have a completed application submitted approximately 28 days prior to the meeting date. Your completed application would include (1) evidence that you've conducted the required public hearing, which requires 10 days' published notice, and (2) the proposal from a bank to make the loan that you intend to accept, which can take at least two weeks to get in hand.

Audit deadline. For approval in November 2026, the LGC will accept your audit for the year ended 6/30/2025. For approval in December 2026 or later, you will need to submit your audit for the year ended 6/30/2026 two full months before the target LGC meeting date.

We have been building our calendars toward LGC action in November because of this rule about the audits. We may still be able to get to LGC approval in November, but it will require at least one special Town Board meeting, and we will need to see if the LGC staff can accommodate our timeline.

September __, 2026

Ms. Emily Yopp
Town Manager
Town of Carthage
4396 Hwy. 15-501
Carthage, NC 28327

Dear Ms. Yopp:

On behalf of my colleagues at Davenport & Company LLC (“Davenport”), we are pleased to provide this Letter Agreement (“Agreement”) to the Town of Carthage, NC (the “Town”) for the provision of general financial advisory services including but not limited to financial reviews, capital planning and debt issuance. This Letter Agreement outlines Davenport’s potential Scope of Work (attachments A – D) and proposed compensation for Financial Advisory Services related to Capital Planning / Non-Transactional Services and Transaction Related Services.

For Capital Planning/Non-Transactional Financial Advisory Services, Davenport’s financial advisory fee will be based on the schedule of hourly rates shown below (subject to annual CPI adjustment) and the actual time required to complete the work requested by the Town, unless otherwise agreed upon.

- Senior Vice President	\$350
- First Vice President	\$325
- Vice President	\$300
- Associate Vice President / Analyst	\$275

For Transaction Related Services, Davenport’s financial advisory fee will be a fixed amount in accordance with the schedule of not-to-exceed amounts outlined in the following chart (subject to annual CPI adjustment). The actual fee amount for each transaction will be mutually agreed upon by the Town and Davenport based on the size and complexity of the proposed issuance.

Credit	Public Offering with Bond Rating	Bank Placement without Bond Rating
General Obligation Bonds	NTE \$80,000	NTE \$65,000
Limited Obligation Bonds / Installment Financings	NTE \$90,000	NTE \$75,000
Revenue Bonds	NTE \$100,000	NTE \$85,000
Refunding Component Upcharge	NTE \$30,000	NTE \$30,000
Other Financing Structures (e.g. Special Obligation Bonds, Special Assessment Financings, Tax Increment Financings, Variable Rate Demand Obligations, various State/Federal Funding Programs, Two-Thirds GO Bonds, Federal Tax Credit Program Financings, and other Special Projects) would be negotiated on a transaction by transaction basis.		

Financial Advisory fees shall be paid upon completion of the task requested by the Town. Davenport will charge an additional fee equal to four percent (4%) of the advisory fee. Customary direct out-of-pocket expenses (meals, lodging, and mileage) will be billed at cost. Either party may terminate this agreement with 30-day written notice. Davenport will be reimbursed for its out-of-pocket expenses and services provided prior to termination.

Please let us know if you have any questions or would like to discuss.

Sincerely,



Ted Cole
Senior Vice President
Davenport Public Finance



Mitch Brigulio
Senior Vice President
Davenport Public Finance

Accepted By:

Emily D. Yopp
Town of Carthage, North Carolina

PRE-AUDIT CERTIFICATE

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

This is the ____ day of _____, _____.

Town of Carthage, North Carolina Finance Director

Addendum #1: Town Hall Financial Assessment

Davenport will complete a Financial Assessment of the Town Hall project from the perspective of assisting the Town assess the options available to the Town and the associated budgetary impacts. In connection with this engagement, Davenport will perform some or all of the scope of work outlined below, among others, as requested by the Town.

Specific to Addendum #1 services completed prior to December 31, 2026, including staff meetings, Board / Council presentation(s) and associated follow-up tasks, Davenport would propose a not-to-exceed Capital Planning/Non-Transaction Financial Advisory Services fee of \$20,000 plus additional fees and direct expenses as outlined in the Agreement. The actual fee amount will be based upon the time necessary to complete the engagement in accordance with the schedule of hourly rates (Outlined in the Agreement). Davenport will charge an additional fee equal to four percent (4%) of the advisory fee. Customary direct out-of-pocket expenses (meals, lodging, and mileage) will be billed at cost.

Financial Advisory fees shall be paid upon completion of the Town Hall Financial Assessment engagement or such other time as mutually agreed upon. If the Town chooses to pursue a financing for the project, any Financial Advisory fees paid related to this engagement could potentially be reimbursed to the Town through a future Town Hall financing.

Scope of Work

1. Financial and Credit Assessment

Provide perspective on the Town's current financial and debt profile in relation to the Town's ability to fund the identified capital projects through cash and/or debt financing.

2. Review of Capital Funding Options

Review the capital funding options legally available to the Town including credit structure and method of financing. Provide detailed perspective on the funding options identified including Local Government Commission ("LGC") approval requirements.

3. Capital Funding Cost

Provide preliminary estimates of the Town's potential costs associated with funding the project, including:

- Annual and total cost of potential funding approaches.
- Provide perspective on cost relative to potential budgetary and tax rate implications for the Town and its Citizens.

Attachment A: Non-Transaction / Capital Planning Scope of Work

The Scope of Work for Non-Transaction / Capital Planning Financial Advisory Services will be based on the actual services requested and may include, but is not limited to, the following tasks:

1. Provide pertinent advice and counsel concerning developments in the financial community in general and municipal finance in particular.
2. Develop financial analysis programs, computer models and presentations to be used in conjunction with the capital planning and financing program(s).
3. Review and advise on special projects as requested by Staff.
4. Provide such other financial advisory services deemed appropriate by the Client.
5. Present Reports to the Governing Body on the status of the Client's debt, capital planning, and credit profile as requested.
6. Meet with Staff and the Governing Body on an as-needed basis to discuss, review, revise any Capital Plans.

Attachment B: Direct Bank Loan Scope of Work

The Scope of Work for Direct Bank Loan Financial Advisory Services will be based on the actual services requested and may include, but is not limited to, the following tasks:

1. Prepare a detailed financing calendar which will include all required notices, governing board actions and other financing milestones.
2. Coordinate the due diligence and issuance process with working group participants and assist in obtaining any necessary approvals.
3. In cooperation with staff, local attorney, bond counsel and/or other professionals, assist in reviewing/preparing the necessary documentation.
4. Conduct an RFP process to obtain financing proposals from local, regional and national financial institutions:
 - a. Establish terms and conditions for the Request for Proposal.
 - b. Prepare the Request for Proposals and distribute to the active local, regional and national banks.
 - c. Contact all potential bidders to discuss the RFP requirements and assist potential bidders with the due diligence process, as applicable, to maximize the number of bidders.
 - d. Prepare a summary analysis of each proposal such that issuance costs, interest rates and terms and conditions of each proposal can be easily compared to support staff / elected officials in making their selection of the winning proposal.
 - e. Negotiate terms and conditions of the proposals, including call provisions, closing requirements and other terms and conditions, as applicable.
5. Coordinate interactions with the Local Government Commission (the "LGC") Staff to facilitate approval of the Direct Bank Loan, if necessary.
 - a. Develop a strategy for addressing LGC requirements (statutory and traditional practices) while also meeting the locality's goals and objectives.
 - b. Conduct pre-application and due diligence meetings/calls with the LGC and prepare discussion materials to serve as a guide for the conversation including construction timing, proposed financing schedule, financing structure, repayment plan and method of sale.
 - c. Assist in the preparation of the LGC application.
 - d. Coordinate with LGC staff to ensure all necessary information is available in a timely fashion and assist in preparing the LGC Agenda item.
 - e. Attend LGC Meeting (if necessary).
6. Present the Summary of Results to local officials and/or the LGC as needed/requested.
7. Model the proposed financing and produce schedules outlining sources and uses of funds, debt service, bond statistics, and other schedules necessary for bond counsel.
8. Prepare a detailed closing memorandum to facilitate the efficient closing of the financing and memorialize the key aspects of the financing.
9. Review final financing documents with specific focus on final financing numbers and details.
10. Coordinate the closing process.

Attend and present at all conference calls and meetings as requested by Staff.

Attachment C: Negotiated Public Sale Scope of Work

The Scope of Work for Negotiated Public Sale Financial Advisory Services will be based on the actual services requested and may include, but is not limited to, the following tasks:

1. Prepare a detailed financing calendar which will include all required notices, governing board actions and other financing milestones.
2. Coordinate the due diligence and issuance process with working group participants and assist in obtaining any necessary approvals.
3. Coordinate interactions with the Local Government Commission (the “LGC”) Staff to facilitate approval of the Negotiated Public Sale, if necessary.
 - a. Develop a strategy for addressing LGC requirements (statutory and traditional practices) while also meeting the locality’s goals and objectives.
 - b. Conduct pre-application and due diligence meetings/calls with the LGC and prepare discussion materials to serve as a guide for the conversation including construction timing, proposed financing schedule, financing structure, repayment plan and method of sale.
 - c. Assist in the preparation of the LGC application.
 - d. Coordinate with LGC staff to ensure all necessary information is available in a timely fashion and assist in preparing the LGC Agenda item.
 - e. Attend LGC Meeting (if necessary).
4. Assist in developing and providing information required for disclosure in the Official Statement, as requested.
5. Assist in examining past compliance with continuing disclosure requirements.
6. Coordinate all aspects of the rating agency interactions, including:
 - a. Schedule the rating agency meetings / calls.
 - b. Provide each rating agency with the required background information on the proposed bond issuance, finances and other items of interest in preparation for the rating agency interactions.
 - c. Prepare a comprehensive rating agency presentation to be used as the basis for discussion with the rating agencies. This presentation will incorporate financial, economic, demographic and economic development-related information.
 - d. Assist with the preparation for the rating agency meetings / calls, including working to prepare those individuals directly and indirectly involved with the ratings process to help ensure a positive interaction that maximizes the opportunity to benefit from the rating agency interaction.
 - e. Coordinate any required follow-up correspondence with the rating agencies to help ensure a complete ratings process.
 - f. Interface with the rating agencies on the drafting and publication of the official rating reports.
7. In cooperation with staff and bond counsel, assist in reviewing/preparing the necessary documentation.
8. Assist in the engagement of other professionals as needed, including bond trustee and underwriting team. Specific to the underwriting team, tasks may include:
 - a. Structure the underwriting syndicate.
 - b. Analyze/review proposed underwriter takedowns and expenses.

9. Manage the Bond Pricing Process and assist with the preparation, review and negotiations with the Underwriter(s).
 - a. Coordinate on proposed pricing schedule and review marketing plan for the bonds.
 - b. Monitor pricing progressions provided by Underwriter(s) during the weeks leading up to the actual pricing.
 - c. Develop a Pre-Pricing Book that includes key market trends, preliminary pricing indications, and comparative pricings to assist in pricing discussions.
 - d. Analyze the proposed pricing structure and discuss with the Underwriter.
 - e. Monitor orders received on the day of pricing and assist with negotiating pricing adjustments with Underwriter.
10. Model the proposed financing and produce schedules outlining sources and uses of funds, debt service, bond statistics, and other schedules necessary for bond counsel.
11. Coordinate the closing process.
12. Attend and/or present at all conference calls and meetings as requested by Staff.

Attachment D: Competitive Public Sale Scope of Work

The Scope of Work for Competitive Public Sale Financial Advisory Services will be based on the actual services requested and may include, but is not limited to, the following tasks:

1. Prepare a detailed financing calendar which will include all required notices, governing board actions and other financing milestones.
2. Coordinate the due diligence and issuance process with working group participants and assist in obtaining any necessary approvals.
3. Assist in developing and providing information required for disclosure in the Official Statement, as requested.
4. Assist in examining past compliance with continuing disclosure requirements.
5. Assist in developing information to be presented to bond rating agencies in order to achieve the highest bond rating realistically achievable. Accompany staff on all presentations to the rating agencies.
6. In cooperation with staff, local attorney, bond counsel and/or other professionals, assist in reviewing/preparing the necessary documentation.
7. Coordinate with the Davenport Fixed Income Sales and Trading Desk to structure the bid parameters in the Notice of Sale.
8. Run sensitivity analyses on all bid parameters to ensure the client's goals and objectives are met.
9. Monitor bidder registration and reach out to potential bidders to maximize bidder participation.
10. Analyze bids received to ensure accuracy and compliance with bid parameters.
11. Coordinate with winning bidder to ensure timely receipt of bid details, good faith wire, and confirmation of final amortization amounts. Model the proposed financing and produce schedules outlining sources and uses of funds, debt service, bond statistics, and other schedules necessary for bond counsel.
12. Review final offering and closing documents with specific focus on final financing numbers and details.
13. Coordinate the closing process.

Attend and or present at all conference calls and meetings as requested by Staff.