

MINUTES FOR BOARD OF ALDERMEN MEETING

March 13th, 2012

6:00 PM

The following elected officials were present: Mayor Coleman, Alderman Beaty, Alderman Huggins, Alderman Martin, Alderwoman Morrow, and Alderman Withers.

The following staff members were present: Jim Palenick, Interim Town Manager; Maria Stroupe, Administrative Services Director; Pennie Thrower, Town Attorney; Gary Buckner, Police Chief; Doug Huffman, Electric Director; Bill Trudnak, Public Works Director; Anne Martin, Recreation Director; and David Kahler, Community Development Director. Steve Lambert, Fire Chief, was absent.

The Mayor called the meeting to order at 6:01 pm.

Mayor Coleman opened with the Invocation and the Pledge of Allegiance to the Flag. The Mayor asked if there were any additions or deletions to the agenda. Mayor Coleman stated that Item 7, Recognition of Employees, needed to be deleted as those employees to be recognized were not present. Mr. Beaty made a motion to set the agenda, deleting item 7, seconded by Mr. Martin, and carried unanimously.

Mr. Huggins made a motion to approve the minutes from the February 21, 2012 regular meeting, seconded by Mr. Beaty, and carried unanimously.

Consent Agenda:

The consent agenda consisted of three items: 1) Request to approve the annual Kelly Guffey Memorial Run, scheduled for Saturday, March 24, 2012 beginning at 8:00 am. A request is being made to close sections of Gaston Street, as well as other affected streets on the route. The streets will need to be closed for short periods of time in conjunction with the race. The run lasts approximately 2 hours. 2) Request from Sons of Confederate Veterans to conduct a Confederate Memorial Service on the grounds of the Courthouse on Saturday, May 19, 2012 at 2:00 pm. 3) Request approval of the March 2012 uncollectible accounts. Mr. Beaty made a motion to approve the consent agenda, seconded by Mr. Huggins, and carried unanimously.

Recognition of Citizens:

Ms. Lori Shaw, 354 Wagontree Court, spoke in reference to Anne Martin, Recreation Director. At the last meeting, Ms. Shaw felt that there were negative comments made toward Ms. Martin and she wanted to express her opinion. She had prepared a letter that she read to the Board. (Exhibit A)

Recognition of Employees:

Deleted Item

Public Hearing:

Mr. Withers made a motion to enter into a public hearing concerning the second reading of an ordinance to amend Chapter H, "Traffic", Article VII, seconded by Mr. Martin, and carried unanimously. Alderwoman Morrow has requested that the current "Yield sign" on S. Holland St., at its intersection with W. Robinson Street, be replaced with a "Stop sign", similar to that which exists at S. Oakland and W. Robinson streets. It is believed that this will promote greater safety at the intersection and be consistent with the signage at S. Oakland immediately west of this location. Further, it is the recommendation of both Police Chief Buckner and Director

of Public Works Trudnak, that such change occur. The change would be as follows: 1) Under Schedule X, “Yield Signs”; Remove the Listing of the “Sign on Street” at S. Holland and the “Entering Street” at W. Robinson. 2) Under Schedule IX, “Stop Signs”; Add the Listing of a “Sign on Street” at S. Holland And the “Entering Street at W. Robinson. Mr. Bob Kendrick, 408 Groves St. said he did not see the need to change after all this time. He felt the Town needed to look at other bad intersections. He also stated that to him, a yield sign is the same as a stop sign. Mr. Beaty made a motion to exit the public hearing, seconded by Mr. Martin, and carried unanimously.

Mr. Beaty made a motion to approve the proposed changes as listed to Chapter H, “Traffic”, of the Code of Ordinances, seconded by Mr. Huggins, and carried unanimously.

Mr. Beaty made a motion to enter into a public hearing to consider the possible conversion of N. Davis St. to 1-Way traffic going north between E. Trade St. and W. Main St., seconded by Mr. Huggins, and carried unanimously. The Town has received a request from a concerned resident along N. Davis St. to “convert” the current two-way traffic configuration along N. Davis St., between E. Trade St. and W. Main St. to 1-way going north. Some issues have been raised as to the occurrence of traffic accidents at the intersection of N. Davis and E. Trade streets, and the 1-way conversion has been suggested as a possible remedy. However, such a conversion could create a number of unintended consequences and impact the NCDOT-controlled E. Trade St. NCDOT analyzed some traffic collision data and traffic count data for the intersection. (Exhibit B) NCDOT had no opinion on whether to designate the street as 1-way, since the street is owned by the Town of Dallas and falls under the Town’s jurisdiction. Ms. Mary Boyce, 303 E. Webb St., stated that changing the street to 1-way would cause an inconvenience for residents in her neighborhood. Mr. Bob Kendrick, 408 Grove St., said that he did not care about the traffic pattern on that street, but felt that what is good for one section of Town is good for others. He would like his street banned for through traffic. Mr. Leon Lay, 110 N. Davis St., lives on that street and was the resident that originally approached the Town about changing the street to a 1-way configuration. He believes the street is only wide enough for two personal vehicles, since the street is narrow Mayor Coleman suggested the possibility of banning through trucks on N. Davis St. Mr. Lay said he believed the choice is convenience or safety. In his opinion, it would be fine to allow two-way traffic on the street if it were only personal vehicles, not trucks. Mr. Palenick and Ms. Thrower discussed the procedure to make the 100 block of N. Davis St. inaccessible to through trucks. Since that was not the original advertised scope of the public hearing, they felt that another public hearing should be held at the next regular Board meeting for the purpose of determining whether to allow through trucks on N. Davis St. Mr. Withers made a motion to exit the public hearing, seconded by Mr. Huggins, and carried unanimously.

Mr. Huggins made a motion to change the traffic pattern on N. Davis St. to 1-way going north, seconded by Mr. Beaty. The motion was defeated by the following vote: Yays – Alderman Beaty, Alderwoman Morrow. Nays – Alderman Huggins, Alderman Martin, and Alderman Withers. Mr. Withers made a motion to hold a public hearing at the April Board of Aldermen meeting for the purpose of banning through trucks on N. Davis St., seconded by Alderwoman Morrow. The motion passed by the following vote: Yays – Alderman Huggins, Alderman Martin, Alderwoman Morrow, and Alderman Withers. Nays – Alderman Beaty.

Old Business:

Item 9A was action on the appeal by Stephen Bradley concerning a suspension from attendance at Dallas youth athletic events. On February 6, 2012, following his attendance at his son’s youth basketball league game at the Dennis Franklin Gym, Mr. Bradley, of 2362 Puett’s Chapel Road, Bessemer City, exhibited hostile, threatening, and argumentative behavior directed at a Town of Dallas employee in front of other adult and youth spectators. In response, Mr. Bradley was formally notified, by the Dallas Police Department, that he was suspended from further attendance at Town of Dallas Recreation properties, while those properties were being used for recreational purposes, consistent with Town policy for one year. Mr. Bradley subsequently appealed his suspension to the Town Board of Aldermen at the Board meeting on February 21, 2012. The Board took the

appeal under consideration with the intent of taking formal action at the March regular meeting. As the Board considered the matter, it was noted that the incident on February 6th was not the first such occurrence of documented inappropriate conduct on Mr. Bradley's part and that his suspension was consistent with the "Town of Dallas Recreation Department Player, Coach, Spectator, Parent Code of Conduct". (Exhibit C) Mr. Beaty made a motion to deny Mr. Bradley's appeal and to make the suspension indefinite, seconded by Mr. Huggins, and carried by the following vote: Yays – Alderman Beaty, Alderman Huggins, Alderman Martin, and Alderman Withers. Nays – Alderwoman Morrow.

Item 9B was a request to impose a one month time limitation on solicitor permits by Mr. Kahler. In January, a new fee schedule was approved for business licenses. Included in that schedule was a \$25 fee for solicitors and vendors. Since then, several firms have contacted Mr. Kahler wanting to go door to door in Dallas to sell their products. No time period was set when the original schedule was approved. He would like to recommend that these permits be valid for 30 days from receipt of the permit. There was discussion concerning whether to exempt recognized non-profit organizations from the 30 day time limit. Mr. Withers made a motion to allow solicitors to purchase a 30 day permit for \$25, exempting recognized non-profit organizations, seconded by Mr. Beaty, and carried unanimously.

Item 9C was a report on possible, long-term debt financing for water distribution system improvements by Mr. Palenick. The project entails a 4-phased approach to a near-complete replacement and upgrade of the Water Distribution Main system throughout the older core area of the Town of Dallas, primarily east of US 321. New pvc lines would be installed to replace the aging, corroded, and under-sized lines currently in place. The new lines would improve fire-flows as well as water-quality and range in size from 2" diameter, to 12" diameter. Based on the Phases contemplated (see Map), the Phase I improvements would replace 17,380 linear feet of underground lines; Phase II would replace 31,400 linear feet; Phase III, 20,935 linear feet; and, Phase IV would complete 22,613 linear feet. In total, the project would construct 92,328 linear feet (17.48 miles) along with all the associated fittings, connections, and hydrants. No new or additional storage is contemplated.

Project Time-Line:

To take advantage of the historically-low debt-financing rates and highly-competitive construction-cost environment, it is recommended that the Project be financed and constructed in a singular time frame. This approach would minimize and limit the disruption of large scale construction activities to a single year period or less, rather than four (4) separate, or continuous, years of disruption. In addition, mobilization, financing, and engineering costs would all be lessened with the economy of scale that comes with a one-time approach. At the same time, the engineering and bid "packages" could still be completed and awarded in Phases in order to assure a less-delayed construction start and better participation from interested contractors.

Following Board Approval and Authorization, it is estimated that the complete package of Design Engineering necessary to bid all Phases of work would take a combined eight (8) months. The first Phase could likely be completed in three (3) months however, and could be bid at time of completion, with each successive phase then following suit. Surveying work could begin immediately, and the planning and preparation for the Financing could be occurring concurrently with the design engineering, so that Funds would be available at the point of the first contract bid award.

In Summary, If we assume Board action and approval at the April Board Meeting, we could expect the first package of Design engineering to be completed for bid by July 15th; All the design work should then be concluded by November 1st. An award and construction start on Phase I could occur around October 1st, assuming the Financing proceeds along as planned and The Local Government Commission (LGC) gives approval at its September Meeting. The Overall construction could then be completed by the conclusion of Calendar year 2013, with most of the construction work actually occurring in 2013.

Project Costs:

Based on the most up-to-date and detailed Engineer estimates, which are purposefully-conservative and include a 10% "Contingency" for unexpected cost increases and/or unforeseen circumstances, the Overall Project Cost Summary is as follows:

Construction Cost: Phase I:	\$635,360.00
Phase II:	\$1,154,800.00
Phase III:	\$801,570.00
Phase IV:	\$840,486.00
TOTAL:	\$3,432,216.00

Engineering Cost: (10%)	\$343,221.60
Surveying Cost: \$1.25/l.ft.	\$115,410.00
Bond Counsel:	\$7,500.00
Financial Consultant:	\$25,000.00

TOTAL: \$3,923,347.60

Project Financing:

Given that the Total Principal financing for this deal is very small, in the eyes of the Credit Markets; and that the fixed costs of issuing Revenue Bonds don't really vary whether you're issuing \$1M or \$100M; and the fact that Dallas has not been Rated by Rating Agencies for decades; The costs and complications involved in issuing publicly-or privately placed system Revenue Bonds would not be worth it. Instead, it is recommended that the Financing consist of so-called "Installment Purchase Contract" debt, Privately-placed with a Bank or other large Debt-instrument purchaser, selected by RFP and then finalized through negotiated structuring and closing using the assistance of a Financial consultant with substantial experience and relationships in the Market. In this manner, the estimated \$25,000 cost of the Consultant (paid out at closing) is more than made up for in ultimate savings achieved.

We would recommend financing between \$3M and \$3.3M in total Principal for this project, since the above-detailed cost estimates are likely conservative and the combination of identifying hydrants and meters to reuse, as well as the likelihood that construction bid costs come in below estimates, will each produce savings. To the extent that we still haven't covered all project costs, the shortfall could be paid from the Water/Sewer Fund's very healthy Fund Balance.....since this project would be accomplishing the one primary major capital concern that such Balance is designed to financially mitigate against.

For this Project, we would likely look to Structure the deal as a 20-year amortization with the first payment due in 2013 and the final payment in 2033. The Reason we might consider a 10-year term, is that the Interest rates between the two could prove as much as 165 "basis points" different (i.e. 2.45% vs 4.10%). But of course with that decision comes the knowledge of committing to pay the issue off in half the time, putting a lot more upward-pressure on Rates to support the likely \$100,000+/year payment requirement.

The Current Bond Buyer Index for AA2-rated G.O. Debt is at 3.72%. Since we would be doing an IPC, and our credit-worthiness would not match the "G.O./AA2", we could expect Rates in the 4.00 to 4.25% range assuming the Market doesn't change for the worse between now and closing. This would necessitate a yearly payment of combined interest and principal (beginning in FY2013/14) of approx. \$221,000. Conversely, to go with a 10-Year IPC, and assuming a 2.45% rate, our yearly payment would be approx. \$338,000. If we adjust our Rate structure to the modestly-altered proposal attached for FY 2012-13, we should cover the needs of the 20-year issue with only modest (probably 2 increases of 5-6% each over the succeeding 4-6 years) rate increases. For the 10-year issue, those increases would likely need to see an initial rise of 8-9%, and a follow-up 4-6% in the year or two thereafter.

Consultants/Professionals/Agencies Recommended or Required:

Bond Counsel: Don Ubell, Parker Poe Attorneys, Charlotte

Financial Consultant: Jeremy Carter, DEC Associates, Inc., Charlotte

Design & Construction Engineers: Johnny Denton, Diamond Engineering, Dallas

State Approvals: (Financing) Local Government Commission (LGC), State Treasurer's Office, Raleigh

State Approvals: (Engineering) NC Department of Environment & Natural Resources, Raleigh

Details and correspondence on Engineering sequencing and cost estimates; Bond Counsel and Financial Consultant efforts and Proposals; State Treasurer guidelines for debt issuance; and a Dallas Town Rate structure analysis and proposal were provided. (Exhibit D) This information was presented for information at this time, as the Board will need time to review all of the accompanying information. Mr. Palenick advised that approval of the design and engineering costs of Phase I could be accomplished tonight to start the process. Mr. Johnny Denton, Diamond Engineering, was present to answer any questions. Mr. Withers made a motion to approve the design and engineering of Phase I, seconded by Mr. Martin, and carried unanimously.

New Business:

Item 10A was a proposal to add a position in the Water/Sewer Department. Currently, the Town uses inmates from the Gaston Correctional Center's "Work Release Program". There is a particular inmate currently working with us under this program that will be reassigned if we do not upgrade his status to "employee". (Exhibit E) His skills include welding, sheet metal fabrication, brick masonry, and water/sewer line repair. His reassignment would have a negative impact on the operations of Water/Sewer Department. If hired, he would be eligible for state retirement, vacation days, sick days, and 401K; but not medical insurance until his sentence is completed in approximately 30 months. Upgrading him to "employee" will require adding a position in that department, as there is not a current vacancy. The additional position will be classified as "Distribution and Collection System Maintenance Worker" at a salary grade level 13. The position will start at the hire in rate and be eligible for a step increase after six months, upon the successful completion of probation. If approved, the additional position requires an accompanying budget amendment for the 2011-2012 fiscal year of \$8795. The position would be fully funded in the 2012-2013 budget. Mr. Beaty made a motion to approve the additional Distribution and Collection System Maintenance Worker position and the accompanying budget amendment for \$8795, seconded by Mr. Martin, and carried unanimously.

Item 10B was the awarding of the FY 2012 Tree Trimming and Brush Removal Services contract. Each year the Town's Electric Utility contracts with a private-sector firm for specialized tree trimming and brush removal services in order to maintain an ongoing and appropriate "clear-zone" from and around overhead electric lines and facilities. For FY 2012, Town staff solicited proposals from interested firms through both targeted invitation and local advertisement. A mandatory pre-bid/proposal meeting was then held on Wednesday, February 29, 2012 with three firms participating. The formal deadline for the receipt of bid/proposals was March 7, 2012 at 2:30 pm, at which time the bid/proposals were opened. As reflected on the "Bid Results Sheet" (Exhibit F), the lowest responsive, responsible bidder was Asplundh. Their bid proposal reflected a ten week project completion schedule that would commence within two weeks of bid award, at a cost of \$57,730.22 without a performance bond or \$63,503.24 with a performance bond. The Town has budgeted \$70,000 for tree trimming in the FY 2012 budget. If awarded, this bid reflects a \$12,269.78 savings from the budgeted amount. All other bids were over budget. Mr. Martin made a motion to award the Tree Trimming and Brush Removal Services contract to Asplundh and to pursue a multi-year contract extension with this contractor, seconded by Mr. Beaty, and carried unanimously.

Item 10C was a request by Stanley Truck and Auto to be added to the wrecker rotation list. The current wrecker policy, adopted in 2007, provides for no more than 4 tow services on rotation at any given time. (Exhibit G) Chief Buckner stated that at this time we have 4 active companies on the rotation and he does not see a need to increase the number on the rotation. Mr. Beaty made a motion to leave the policy at 4 tow services and to stay with the current companies on the rotation, seconded by Mr. Withers, and carried by the following vote: Yays – Mr. Beaty, Mr. Huggins, Mr. Martin, and Mr. Withers. Nays – Ms. Morrow.

Mr. Palenick gave a Manager's Report highlighting various projects underway.

Mr. Withers made a motion to adjourn. Ms. Morrow asked that the Board consider moving the April meeting from April 10th to April 17th. Mr. Withers withdrew his motion to adjourn. Ms. Morrow made a motion to

move the April Board of Aldermen meeting from April 10, 2012 to April 17, 2012, seconded by Mr. Huggins, and carried unanimously.

Mr. Huggins made a motion to adjourn, seconded by Ms. Morrow, and carried unanimously. (7:37)

Rick Coleman, Mayor

Maria Stroupe, Town Clerk

Good Evening! My name is Lori Shaw and I am an outsider of the city limits at 354 Wagontree Ct in Dallas.

Last meeting on February 21, there were comments made about an issue between a parent and our recreation director Anne Martin.

At this time, I want to comment on Anne Martin's character.

If I'm being totally honest Anne and I are friends I would even go so far as to say good friends. Our friendship has little to do with sports and more about her giving nature.

Anne and I attend First United Methodist Church together. She went above and beyond her job duties to help me organize and put on an annual baseball and basketball clinic beginning in 2005 which continues today.

She supported the church and its efforts to reach out to the surrounding community.

We began to work closely on the Kelly Guffey "Race to Remember" in 2006. A 5K race run here in Dallas to support a scholarship for North Gaston. In a few weeks the town will be hosting the race without the guidance of Kelly's family. Anne Martin has almost single handily taken on this massive undertaking.

Perhaps both of these events fall in her job description but I can tell you that she gives 110%. If my mom weren't watching my children, she would be here telling you how instrumental Anne is in helping with our local Crop Walk. For many years the Dallas church's supported Gastonia's crop walk but with Anne's help, for the past 8 years Dallas has its own Crop Walk which raises over \$10,000 annually to support local and overseas food banks.

Have you heard me mention sports yet, no I haven't. Our friendship has little to do with sports. But I have two children that play for Dallas, we don't live in the city limits but I am thankful for the opportunity to play here. Anne has been nothing but fair to everyone. The egos of these parents and their self righteous attitudes is astounding. In this day of 2012 there must be consequences for actions. It is a privilege to play sports here not a God given right.

Yes there have been some families to leave Dallas sports and to be honest the program is better for it. The total number of players in Dallas is up for 2011-2012 not down as was stated last month. Please investigate those names that left, they weren't allowed to coach anymore for behavior unbecoming.

Anne never seems as though she is just doing her job. She truly enjoys what she does. Perhaps this is why everyone thinks they can do a better job because they don't see all the hours and hard work that she puts in to make a wonderful athletic program. I never hear her complain although she has had 2 major surgeries in the last 6 months. My final point is you only see or hear from the 0.5% of parents that are unhappy. I encourage all of you to come to a basketball, baseball, or soccer game. There are 99.5% that think Anne does a great job and we are very happy.

Also, please come support the Race to Remember Saturday March 24. Thank you!

Lori Shaw
3-12-12

February 20, 2012

Memo

To: Jim Palenick, Town Manager

From: David Kahler, Community Development Administrator

Re: Proposed designation of One Way Street on N. Davis St.

Jim,

Per the discussion at the department head meeting this morning, I contacted Sam Nichols, NCDOT District 12 Traffic Supervisor, in reference to the above issue. Mr. Nichols contacted me via telephone on this date, and advised that, since N Davis St is a city street, and is not regulated or maintained by NCDOT, that NCDOT does not have an opinion or a preference in determining whether N Davis St between E Trade St and E Main St should be designated a One Way street or not.

Mr. Nichols advised that he had analyzed some traffic collision data for the intersection, and while there had been some collisions there, it did not appear to be hazardous. He also advised that, were the street designated a one way street, that there were several other routes or streets that traffic could use to access E Trade St or E Main St.

According to the latest traffic count conducted in 2010, approximately 14,000 vehicles access this intersection daily.

David Kahler
Community Development Administrator



Mayor

Rick Coleman

Aldermen

John Beaty
Darlene Morrow
Allen Huggins
Scott Martin
Hoyle Withers

Town Manager

Jim Palenick

Town Clerk

Maria Stroupe

Town Attorney

Pennie M. Thrower

Public Works

Bill Trudnak

Electrical

Jim Huffman

Police Chief

Gary Buckner

Planning

David Kahler

Fire Chief

Steve Lambert

Recreation

Anne Martin

Town of Dallas
210 N. Holland St.
Dallas, NC 28034

Phone:

704-922-3176

Fax:

704-922-4701

Web Page:

www.dallasnc.net



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Date/Time/Volume/Average Speed/Temperature Report

HI-Star ID: 0300 Street: Davis Street (non-system) State: NC City: Dallas County: Gaston		Begin: 06/01/11 11:00 AM Lane: NB Oper: SLH Posted: 35 AADT Factor: 1		End: 06/02/11 11:00 AM Hours: 24.00 Period: 60 Raw Count: 476 AADT Count: 476	
Date And Time Range	Period Volume	Average Speed	Roadway Temperature	Roadway Surface Wet/Dry	
Wed, 06/01/11					
[11:00-12:00]	25	19 MPH	130 F	---	
[12:00-13:00]	29	20 MPH	140 F	---	
[13:00-14:00]	18	23 MPH	144 F	---	
[14:00-15:00]	33	20 MPH	148 F	---	
[15:00-16:00]	39	20 MPH	144 F	---	
[16:00-17:00]	49	19 MPH	134 F	---	
[17:00-18:00]	65	18 MPH	128 F	---	
[18:00-19:00]	40	19 MPH	119 F	---	
[19:00-20:00]	20	19 MPH	109 F	---	
[20:00-21:00]	23	20 MPH	101 F	---	
[21:00-22:00]	13	22 MPH	97 F	---	
[22:00-23:00]	12	20 MPH	95 F	---	
[23:00-00:00]	1	28 MPH	83 F	---	
Wed, 06/01/11	367	20 MPH	122 F		
Thu, 06/02/11					
[00:00-01:00]	6	18 MPH	91 F	---	
[01:00-02:00]	4	18 MPH	89 F	---	
[02:00-03:00]	2	25 MPH	87 F	---	
[03:00-04:00]	4	19 MPH	87 F	---	
[04:00-05:00]	3	21 MPH	85 F	---	
[05:00-06:00]	2	23 MPH	83 F	---	
[06:00-07:00]	18	20 MPH	83 F	---	
[07:00-08:00]	21	21 MPH	85 F	---	
[08:00-09:00]	13	18 MPH	93 F	---	
[09:00-10:00]	16	19 MPH	101 F	---	
[10:00-11:00]	20	20 MPH	109 F	---	
Thu, 06/02/11	109	20 MPH	90 F		
06/01/11 11:00 AM					
06/02/11 11:00 AM		476	20 MPH	107 F	

**Town of Dallas Recreation Department
Player, Coach, Spectator, Parent Code of Conduct**

The Dallas Recreation Department strives to provide positive athletic experiences for all children. We provide every participant an opportunity to learn, play and have fun. While we acknowledge the fact that athletic participation is a competitive venture, we believe that in the recreational context, participation and good sportsmanship are more important than winning. In keeping with our goals, the following rules and guidelines are provided to ensure that everyone can enjoy a positive experience.

1. Parents and spectators should refrain from "GRANDSTAND COACHING" BADGERING OR HARASSING any member of their respective team, the opposing team, or referees, and showing conduct unbecoming of a lady or gentleman.

*PENALTY: Before imposition of any penalty set out below, Town of Dallas staff referee's or volunteers will make every effort to approach the offender and inform him or her that the conduct is unacceptable and that if it continues the offender faces ejection as set out below. In case of conduct that is abusive, threatening or interrupts play, the following may be imposed immediately.

- * 1st OFFENSE: The parent / spectator will be ejected from the playing facility..
- ** 2nd OFFENSE: The parent / spectator will be suspended from the Recreation Department Property and or School Property while it is being used by the Recreation for 1 year.

* PENALTY (RULES A – G) Violations can range from 2 game suspension to a suspension for the remainder of the season. ~~If there is a second occurrence or the degree of penalty warrants this type of action on the first offense the player, coach, spectator, or parent will be suspended from all recreation property used by the recreation department for one year.~~

2. Coaches are to remain in their coach's box. Badgering officials and scorekeepers will not be Tolerated
3. Players suspended from school will not be able to play in games till they return to school.

4. PLAYERS, COACHES, SPECTATORS, PARENT CODE OF CONDUCT

Any infraction of the Code of Conduct will result in immediate ejection from the playing facility. Any player, manager, spectator or parent ejected from the playing facility has 2 minutes to leave the property used by the Recreation Department. or the game will be considered a forfeit.

- A. NO PLAYER, COACH, SPECTATOR OR PARENT SHALL: At any time lay a hand upon, push, shove or threaten to strike official.
- B. NO PLAYER, COACH, SPECTATOR OR PARENT SHALL: Refuse to abide by an official's decision.
- C. NO PLAYER, COACH, SPECTATOR OR PARENT SHALL: Be caught throwing balls or equipment due to an official's or coach's decision.
- D. NO PLAYER, COACH, SPECTATOR OR PARENT SHALL: Be guilty of personal abuse upon any official's or coach's decision or judgment.
- E. NO PLAYER, SPECTATOR OR PARENT SHALL: Discuss with an official in any manner the decision reached by such official except the team captain or manager.
- G. NO PLAYER SHALL: Be guilty of using unnecessary rough tactics in the play of the game against the body and person of an opposing team.

*** I have read the above rules and policies set by the Dallas Recreation Department and agree to abide by all rules and regulations. I understand that positive behavior as a parent, spectator, or coach is a very important part in making a quality program for our youth.**

Parent / Guardian Signature: _____ Date: _____

Parent / Guardian Signature: _____ Date: _____

Coach Signature: _____ Date: _____

MEMORANDUM

To: Bill Trudnak, Public Works Director
Town of Dallas
From: Johnny Denton, PE, PLS
Diamond Engineering, PLLC
Date: March 6, 2012
Subject: 2012 Water System Improvements Cost Estimate

As you requested, I have performed an extensive review of the proposed 2012 Water System Improvements to determine the total anticipated cost and the total quantities to complete the entire system upgrades. I offer the final Information for your review:

Table with 4 columns: Description, Quantity, Unit Cost, and Total Cost. It is divided into four phases (Phase I to Phase IV) and includes a Summary Of Cost section at the bottom.

Summary Of Cost table with 2 columns: Description and Total Cost. Rows include Total Anticipated Construction Cost, Total Engineering Cost 10%, Total Surveying Cost \$1.25/LF, and Total Anticipated Project Cost.

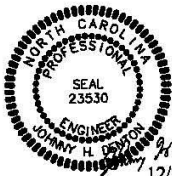
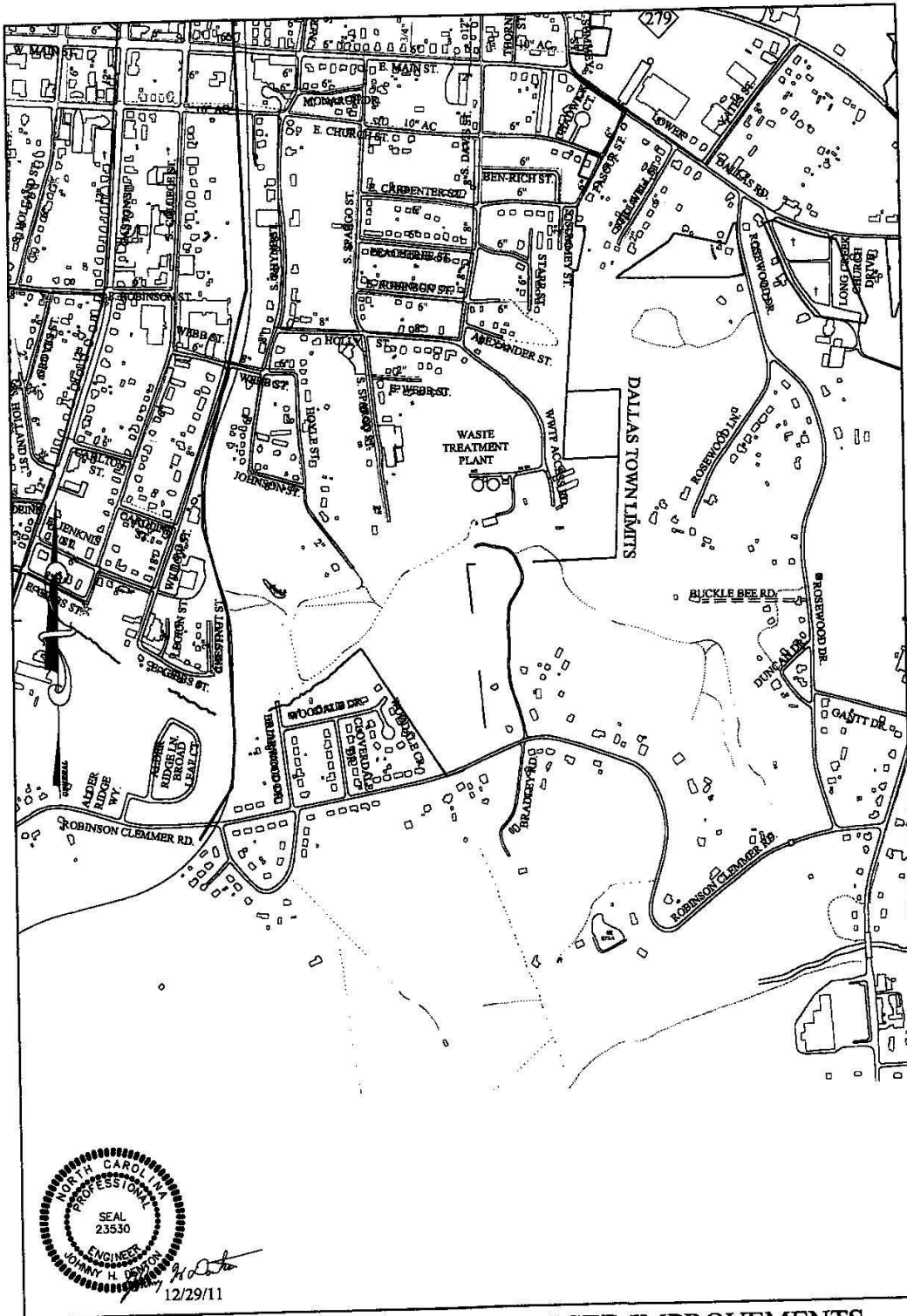
These are projected cost and I believe that I can cut cost by finding lines that can be maintained and by working with the contractor to save hydrants and meters where possible. If you have questions or need any additional information, you can reach me at 704-922-0024.

Civil Engineering & Surveying
Site & Subdivision Planning
Erosion Control Planning
Water & Sewer Design

440 Old NC 277 Loop Road
Dallas, N.C. 28034

Phone: (704) 922-0024

E-Mail: diamondengineering@charter.net



12/29/11

PROPOSED IMPROVEMENTS



DIAMOND ENGINEERING, PLLC

CIVIL ENGINEERING, SURVEYING,
SITE & SUBDIVISION PLANNING,
MUNICIPAL ENGINEERING,
CONSTRUCTION INSPECTION, AND
PROJECT ADMINISTRATION

440 OLD HWY 277 LOOP RD.
DALLAS, N.C. 28034
PHONE: 704-922-6034

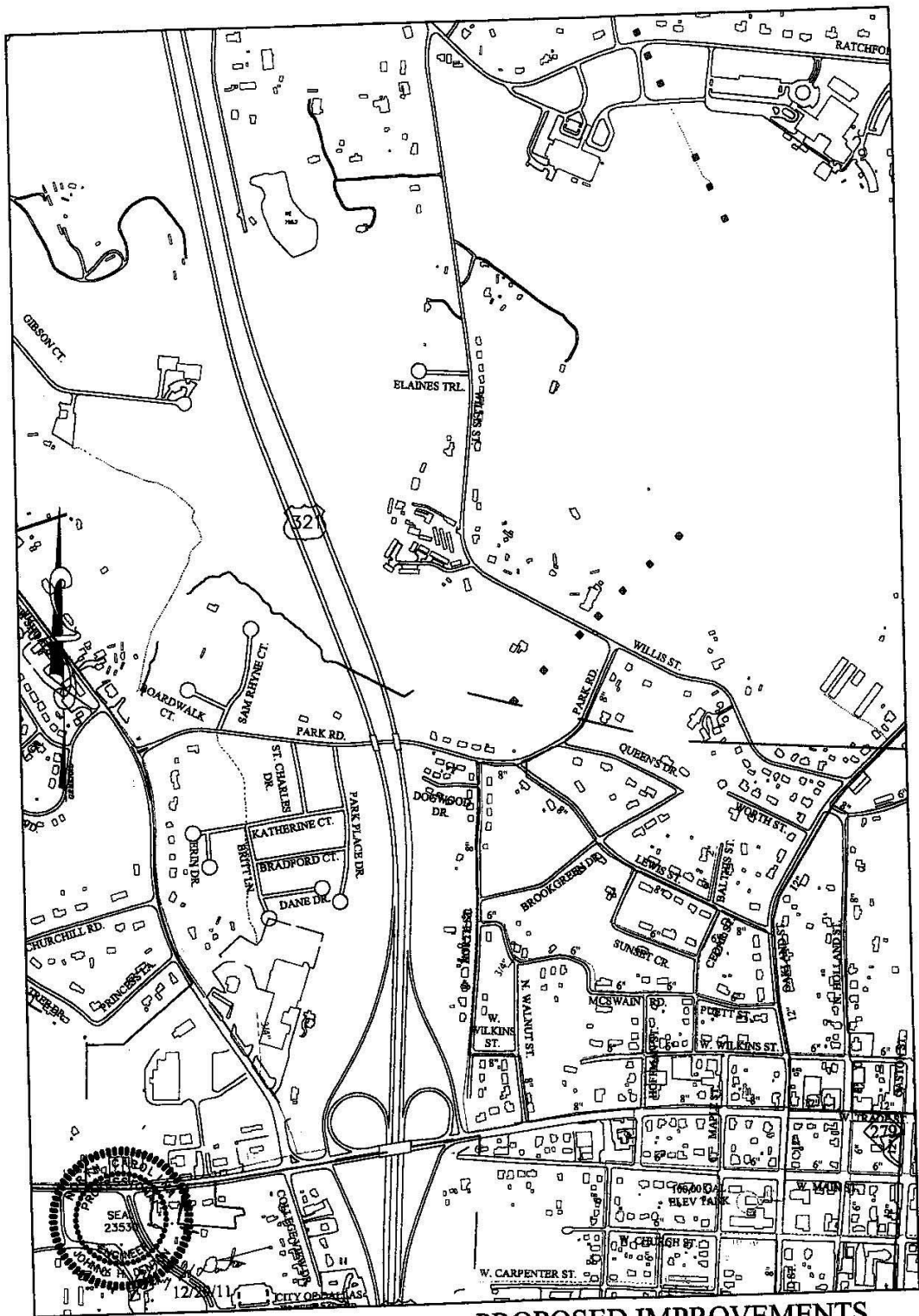
TOWN OF DALLAS
2012 WATER SYSTEM
IMPROVEMENTS
PHASE II

Drawn By: JHD
Checked By: KBF

File # 12-1201

Scale: 1"=300'
Date: 12/29/11

SHEET NO. 1



PROPOSED IMPROVEMENTS

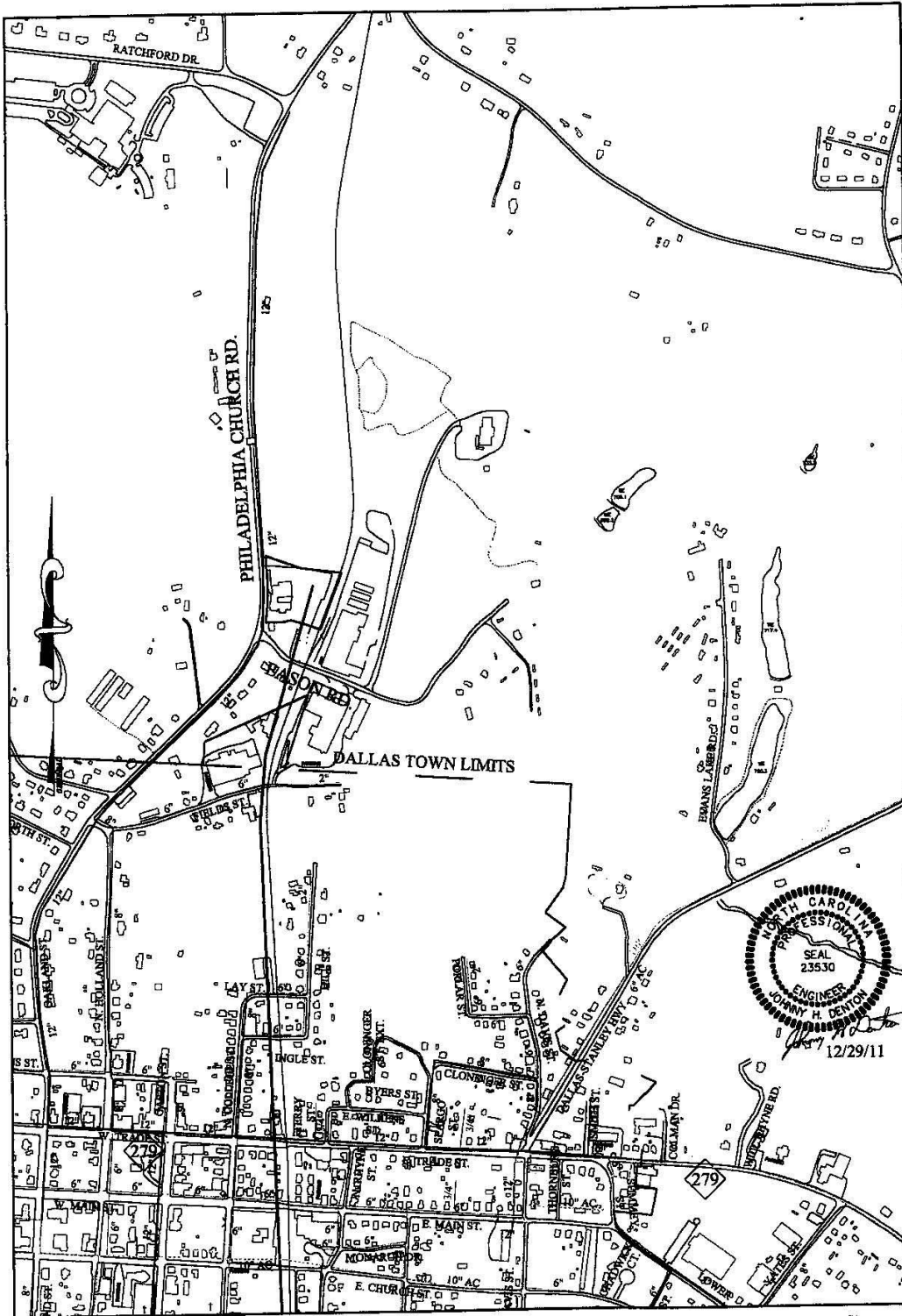


DIAMOND ENGINEERING, PLLC
 CIVIL ENGINEERING, SURVEYING,
 SITES & SUBDIVISION PLANNING,
 MUNICIPAL ENGINEERING,
 CONSTRUCTION INSPECTION, AND
 PROJECT ADMINISTRATION
 440 OLD HWY. 277 LOOP RD.
 DALLAS, T.C. 75234
 PHONE: 754-922-9024

TOWN OF DALLAS 2012 WATER SYSTEM IMPROVEMENTS PHASE III	Drawn By: JHD Checked By: KBF	File # 12-1201
	Scale: 1"=300' Date: 12/29/11	SHEET NO. 1

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PROPOSED IMPROVEMENTS



DIAMOND ENGINEERING, PLLC
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 MUNICIPAL ENGINEERING,
 CONSTRUCTION INSPECTION, AND
 PROJECT ADMINISTRATION
 440 OLD HWY. 277 LOOP RD.
 DALLAS, N.C. 28034
 PHONE: 704-922-0024

TOWN OF DALLAS 2012 WATER SYSTEM IMPROVEMENTS PHASE IV	Drawn By: JHD Checked By: KBF	File # 12-1201
	Scale: 1"=300' Date: 12/29/11	SHEET NO. 1

March 5, 2012

Mr. Jim Palenick
Interim Town Manager
Town of Dallas, North Carolina

RE: 2012 Water System Financing

Jim,

It was great speaking with you on Friday and hearing more of the exciting things happening in the Town of Dallas: specifically the upcoming water system improvements.

Our Firm would be happy to assist the Town in this matter and believe our experience in this type of structure and financing would be beneficial to the financing team. At first glance we would most likely suggest a Private Placement with a Bank. If engaged, our joint examination of the financing model and available revenue sources will guide the Town's decisions regarding amortization, security interest, credit impacts, and the appropriate "fit" with a Private Placement.

Typically for a private placement our Firm would charge a fee in the range of \$25,000. As part of our engagement we would assist the Town with:

- Updating and analysis of the financing model and needs,
- make necessary appearances to review the plan and answer questions for the Board of Alderman,
- prepare and distribute the Request for Proposal,
- assist in determining the winning bidder, the right "fit" for the Town, and negotiate the most advantageous terms given our market expertise,
- assist with any necessary Local Government Commission approvals,
- assist in the preparation of documents and the closing of the transaction.

I hope this information meets your request, and we appreciate your consideration of our Firm and stand ready to assist the Town of Dallas with this endeavor. Please let me know if you have any questions.

Thank you,

Jeremy A. Carter
Director
DEC Associates Inc
704-334-7479

2133 Southend Drive . Charlotte NC, 28203 . 704-334-7480

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Town of Lenoir, NC
Future W&S Revenue Bond Issuance
\$3.0M Par Amount

Total: \$ 3,000,000

Date
 Method: Level Principal Level Principal
 Term: 20 yr 10 yr
 Interest Rate: 4.10% 2.44%

FY Ending	Issued October 1, 2012 \$3.0M 20 years			Issued October 1, 2012 \$3.0M 10 years		
	Principal	Interest	Fiscal Total	Principal	Interest	Fiscal Total
6/30/2013	\$ -	\$ 61,500	\$ 61,500	\$ -	\$ 36,600	\$ 36,600
6/30/2014	\$ 100,000	\$ 120,950	\$ 220,950	\$ 270,000	\$ 69,906	\$ 339,906
6/30/2015	\$ 105,000	\$ 116,748	\$ 221,748	\$ 275,000	\$ 63,257	\$ 338,257
6/30/2016	\$ 110,000	\$ 112,340	\$ 222,340	\$ 280,000	\$ 56,486	\$ 336,486
6/30/2017	\$ 110,000	\$ 107,830	\$ 217,830	\$ 290,000	\$ 49,532	\$ 339,532
6/30/2018	\$ 115,000	\$ 103,216	\$ 218,216	\$ 295,000	\$ 42,395	\$ 337,395
6/30/2019	\$ 120,000	\$ 98,400	\$ 218,400	\$ 300,000	\$ 35,136	\$ 335,136
6/30/2020	\$ 125,000	\$ 93,378	\$ 218,378	\$ 310,000	\$ 27,694	\$ 337,694
6/30/2021	\$ 130,000	\$ 88,150	\$ 218,150	\$ 320,000	\$ 20,008	\$ 340,008
6/30/2022	\$ 135,000	\$ 82,718	\$ 217,718	\$ 325,000	\$ 12,139	\$ 337,139
6/30/2023	\$ 145,000	\$ 76,978	\$ 221,978	\$ 335,000	\$ 4,087	\$ 339,087
6/30/2024	\$ 150,000	\$ 70,930	\$ 220,930			
6/30/2025	\$ 155,000	\$ 64,678	\$ 219,678			
6/30/2026	\$ 160,000	\$ 58,220	\$ 218,220			
6/30/2027	\$ 170,000	\$ 51,455	\$ 221,455			
6/30/2028	\$ 175,000	\$ 44,383	\$ 219,383			
6/30/2029	\$ 185,000	\$ 37,003	\$ 222,003			
6/30/2030	\$ 190,000	\$ 29,315	\$ 219,315			
6/30/2031	\$ 200,000	\$ 21,320	\$ 221,320			
6/30/2032	\$ 205,000	\$ 13,018	\$ 218,018			
6/30/2033	\$ 215,000	\$ 4,408	\$ 219,408			
6/30/2034						
6/30/2035						
6/30/2036						
6/30/2037						
6/30/2038						
6/30/2039						
6/30/2040						
6/30/2041						
6/30/2042						
6/30/2043						
6/30/2044						
Totals:	\$ 3,000,000	\$ 1,456,935	\$ 4,456,935	\$ 3,000,000	\$ 417,240	\$ 3,417,240

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DEC Associates, Inc.

Detail

Method: Level Principal Level Principal
Term: 20 yr 10 yr
Interest Rate: 4.10% 2.44%

Town of Daniels, NC
Future W&S Revenue Bond Issuance
\$3.3M Par Amount

Total: \$ 3,300,000

Issued October 1, 2012 \$3.3M
20 years

FY Ending	Principal	Interest	Fiscal Total
6/30/2013	\$ -	\$ 67,650	\$ 67,650
6/30/2014	\$ 110,000	\$ 133,045	\$ 243,045
6/30/2015	\$ 115,000	\$ 128,433	\$ 243,433
6/30/2016	\$ 120,000	\$ 123,615	\$ 243,615
6/30/2017	\$ 120,000	\$ 118,695	\$ 238,695
6/30/2018	\$ 130,000	\$ 113,570	\$ 243,570
6/30/2019	\$ 135,000	\$ 108,138	\$ 243,138
6/30/2020	\$ 140,000	\$ 102,500	\$ 242,500
6/30/2021	\$ 145,000	\$ 96,658	\$ 241,658
6/30/2022	\$ 150,000	\$ 90,610	\$ 240,610
6/30/2023	\$ 155,000	\$ 84,358	\$ 239,358
6/30/2024	\$ 165,000	\$ 77,798	\$ 242,798
6/30/2025	\$ 170,000	\$ 70,930	\$ 240,930
6/30/2026	\$ 175,000	\$ 63,858	\$ 238,858
6/30/2027	\$ 185,000	\$ 56,478	\$ 241,478
6/30/2028	\$ 195,000	\$ 48,688	\$ 243,688
6/30/2029	\$ 200,000	\$ 40,590	\$ 240,590
6/30/2030	\$ 210,000	\$ 32,185	\$ 242,185
6/30/2031	\$ 220,000	\$ 23,370	\$ 243,370
6/30/2032	\$ 225,000	\$ 14,248	\$ 239,248
6/30/2033	\$ 235,000	\$ 4,818	\$ 239,818
6/30/2034			
6/30/2035			
6/30/2036			
6/30/2037			
6/30/2038			
6/30/2039			
6/30/2040			
6/30/2041			
6/30/2042			
6/30/2043			
6/30/2044			
Totals:	\$ 3,300,000	\$ 1,600,230	\$ 4,900,230

Issued October 1, 2012 \$3.3M
10 years

Principal	Interest	Fiscal Total
\$ -	\$ 40,260	\$ 40,260
\$ 295,000	\$ 76,921	\$ 371,921
\$ 300,000	\$ 69,662	\$ 369,662
\$ 310,000	\$ 62,220	\$ 372,220
\$ 315,000	\$ 54,595	\$ 369,595
\$ 325,000	\$ 46,787	\$ 371,787
\$ 335,000	\$ 38,735	\$ 373,735
\$ 340,000	\$ 30,500	\$ 370,500
\$ 350,000	\$ 22,082	\$ 372,082
\$ 360,000	\$ 13,420	\$ 373,420
\$ 370,000	\$ 4,514	\$ 374,514
Totals:	\$ 3,300,000	\$ 3,759,696

Town of Dairas, NC
Future W&S Revenue Bond Issuance
\$3.0M Par Amount

Total: \$ 3,000,000

Town of Dairas, NC
Future W&S Revenue Bond Issuance
\$3.0M Par Amount

Total: \$ 3,000,000

FY Ending	Issued October 1, 2012 \$3.0M			Issued October 1, 2012 \$3.0M		
	Principal	Interest	Fiscal Total	Principal	Interest	Fiscal Total
6/30/2013	\$ -	\$ 61,500	\$ 61,500	\$ -	\$ 36,600	\$ 36,600
6/30/2014	\$ 150,000	\$ 119,925	\$ 269,925	\$ 300,000	\$ 69,540	\$ 369,540
6/30/2015	\$ 150,000	\$ 113,775	\$ 263,775	\$ 300,000	\$ 62,220	\$ 362,220
6/30/2016	\$ 150,000	\$ 107,625	\$ 257,625	\$ 300,000	\$ 54,900	\$ 354,900
6/30/2017	\$ 150,000	\$ 101,475	\$ 251,475	\$ 300,000	\$ 47,580	\$ 347,580
6/30/2018	\$ 150,000	\$ 95,325	\$ 245,325	\$ 300,000	\$ 40,260	\$ 340,260
6/30/2019	\$ 150,000	\$ 89,175	\$ 239,175	\$ 300,000	\$ 32,940	\$ 332,940
6/30/2020	\$ 150,000	\$ 83,025	\$ 233,025	\$ 300,000	\$ 25,620	\$ 325,620
6/30/2021	\$ 150,000	\$ 76,875	\$ 226,875	\$ 300,000	\$ 18,300	\$ 318,300
6/30/2022	\$ 150,000	\$ 70,725	\$ 220,725	\$ 300,000	\$ 10,980	\$ 310,980
6/30/2023	\$ 150,000	\$ 64,575	\$ 214,575	\$ 300,000	\$ 3,660	\$ 303,660
6/30/2024	\$ 150,000	\$ 58,425	\$ 208,425			
6/30/2025	\$ 150,000	\$ 52,275	\$ 202,275			
6/30/2026	\$ 150,000	\$ 46,125	\$ 196,125			
6/30/2027	\$ 150,000	\$ 39,975	\$ 189,975			
6/30/2028	\$ 150,000	\$ 33,825	\$ 183,825			
6/30/2029	\$ 150,000	\$ 27,675	\$ 177,675			
6/30/2030	\$ 150,000	\$ 21,525	\$ 171,525			
6/30/2031	\$ 150,000	\$ 15,375	\$ 165,375			
6/30/2032	\$ 150,000	\$ 9,225	\$ 159,225			
6/30/2033	\$ 150,000	\$ 3,075	\$ 153,075			
6/30/2034						
6/30/2035						
6/30/2036						
6/30/2037						
6/30/2038						
6/30/2039						
6/30/2040						
6/30/2041						
6/30/2042						
6/30/2043						
6/30/2044						
Totals:	\$ 3,000,000	\$ 1,291,500	\$ 4,291,500	\$ 3,000,000	\$ 402,600	\$ 3,402,600

Town of Daniels, NC

Future W&S Revenue Bond Issuance
\$3.3M Par Amount

Total: \$ 3,300,000

Detail:

Method: Level Principal Level Principal
Term: 20 yr 10 yr
Interest Rate: 4.10% 2.44%

FY Ending	Issued October 1, 2012 \$3.3M 20 years			Issued October 1, 2012 \$3.3M 10 years		
	Principal	Interest	Fiscal Total	Principal	Interest	Fiscal Total
6/30/2013	\$	67,650	\$ 67,650	\$	40,260	\$ 40,260
6/30/2014	\$ 165,000	131,918	\$ 296,918	\$ 330,000	76,494	\$ 406,494
6/30/2015	\$ 165,000	125,153	\$ 290,153	\$ 330,000	68,442	\$ 398,442
6/30/2016	\$ 165,000	118,388	\$ 283,388	\$ 330,000	60,390	\$ 390,390
6/30/2017	\$ 165,000	111,623	\$ 276,623	\$ 330,000	52,338	\$ 382,338
6/30/2018	\$ 165,000	104,858	\$ 269,858	\$ 330,000	44,286	\$ 374,286
6/30/2019	\$ 165,000	98,093	\$ 263,093	\$ 330,000	36,234	\$ 366,234
6/30/2020	\$ 165,000	91,328	\$ 256,328	\$ 330,000	28,182	\$ 358,182
6/30/2021	\$ 165,000	84,563	\$ 249,563	\$ 330,000	20,130	\$ 350,130
6/30/2022	\$ 165,000	77,798	\$ 242,798	\$ 330,000	12,078	\$ 342,078
6/30/2023	\$ 165,000	71,033	\$ 236,033	\$ 330,000	4,026	\$ 334,026
6/30/2024	\$ 165,000	64,268	\$ 229,268			
6/30/2025	\$ 165,000	57,503	\$ 222,503			
6/30/2026	\$ 165,000	50,738	\$ 215,738			
6/30/2027	\$ 165,000	43,973	\$ 208,973			
6/30/2028	\$ 165,000	37,208	\$ 202,208			
6/30/2029	\$ 165,000	30,443	\$ 195,443			
6/30/2030	\$ 165,000	23,678	\$ 188,678			
6/30/2031	\$ 165,000	16,913	\$ 181,913			
6/30/2032	\$ 165,000	10,148	\$ 175,148			
6/30/2033	\$ 165,000	3,383	\$ 168,383			
6/30/2034						
6/30/2035						
6/30/2036						
6/30/2037						
6/30/2038						
6/30/2039						
6/30/2040						
6/30/2041						
6/30/2042						
6/30/2043						
6/30/2044						
Totals:	\$ 3,300,000	\$ 1,420,650	\$ 4,720,650	\$ 3,300,000	\$ 442,860	\$ 3,742,860

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DEC Associates, Inc.

Jim Palenick

From: Ubell, Donald P. [donubell@parkerpoe.com]
Sent: Wednesday, February 29, 2012 11:40 AM
To: 'Jim Palenick'
Cc: jcarter@decassociatesinc.com
Subject: RE: Town of Dallas Debt Financing

Thanks again for giving us the opportunity to be considered as the Town's bond counsel. Set forth below are proposed fees for the various options:

General Obligation Referendum. Here is the manner in which we bill for referendum work:

1. If the Bonds are *not* approved at the referendum, we will charge the Town for our services at our actual hourly rates for the time expended; the total costs generally do not exceed \$2,500. If the Bonds are approved at the referendum, we will charge the Town a fee which includes the cost of the work on the referendum, but is payable when the Bonds are issued so that the Town does not have out-of-pocket legal expenses until the Bonds are issued.

2. If the Bonds are approved at the referendum, the Town could sell the Bonds to a financial institution in what we call a "private placement" since the Town's rating is less than AA or it could sell the Bonds in a competitive sale. If the Bonds were sold in a private placement, we would charge the Town \$7,500 (again, including the time for the referendum); if the Town elected a public sale, we would charge \$10,000. The additional amount is attributable to the fact that we would need to review an Official Statement and a Notice of Sale and do somewhat more documentation for the closing. In either case, we would be delivering an opinion as to the validity of the Bonds and the tax treatment of interest on the Bonds.

In each case also, we would also expect reimbursement of disbursements incurred on behalf of the Town for such items as photocopying, long distance telephone, travel, facsimile, express delivery and preparation of the transcripts. Other than the transcript preparation costs, these costs now are generally less than \$250 because of the use of email to send documents.

Installment Financing. For a privately placed installment financing obligation of the size currently contemplated, we would charge the Town a fee which would be payable when the obligation is issued in an amount of \$7,500. Again, disbursements would be additional costs to the Town. Our work here would be drafting the documentation and delivering an opinion as to the validity of the obligation and the tax treatment of interest on the obligations.

Revenue Bonds. The Town could issue revenue bonds to finance the improvements if the net revenues of the enterprise system can support debt service coverage on the bonds to be issued. For a privately placed revenue bond financing of the size currently contemplated, we would charge the Town a fee which would be payable when the revenue bond is issued in an amount of \$7,500. Again, disbursements would be additional costs to the Town. Our work here would be drafting the documentation and delivering an opinion as to the validity of the revenue bond and the tax treatment of interest on the revenue bond.

In any financing, I want to emphasize that we understand that the local government for which we are working does not do this every day and also has other tasks its staff needs to be doing. Consequently, we aim to assist in whatever way we can to make the process less burdensome on you. Let me know if you need more information or if we need to discuss these alternatives.



State of North Carolina

Department of State Treasurer

RICHARD H. MOORE
TREASURER

*State and Local Government Finance Division
and the Local Government Commission*
March 27, 2007

T. VANCE HOLLOMAN
DEPUTY TREASURER

Guidelines on Debt Issuance (Revised)

In an effort to assist applicants in receiving timely approval of financing requests by the Local Government Commission (LGC), the staff has prepared these guidelines and suggestions. These are intended to indicate steps applicants may take to expedite approval and to point out pitfalls that may delay or complicate the approval process and are to be avoided. The items are divided into two broad categories, Fiscal Management and Debt Management and the Project, and are generally related to the statutory findings required of the LGC.

A. Fiscal Management

- 1) Adequate and timely responses to issues raised in a unit letter sent by the Fiscal Management Section must have been received. All concerns regarding the financial management of the unit must be resolved, such as a low General Fund balance (Below 8%), a low tax collection rate (Below 90%), receipt of a qualified audit opinion, habitual violations of "The Local Government Budget and Fiscal Control Act", inadequate internal controls, weakness in an enterprise fund or an enterprise fund that is not self-supporting, and similar concerns.
- 2) A budget for the unit must be adopted prior to the beginning of its fiscal year.
- 3) Current audited financial statements must be available on a timely basis. For units of local government, this would mean that the audited financial statements have been received by October 31. For units with a calendar year or fiscal year not ending on June 30, audited financial statements should be received within four months of year-end. Financing applications for LGC approvals after October 31 will require the audited financial statements of the immediately preceding fiscal year, and the audited statements should be submitted at least two weeks prior to the LGC meeting date to allow adequate time for staff review.
- 4) If a Power Agency unit is involved, it must comply with the policy approved by the governing body of the unit regarding transfers from the electric system to the General Fund.

B. Debt Management and the Project

- 1) Make a point to discuss the unit's capital improvement plans with the LGC staff as they are being developed. Follow-up visits are encouraged when major changes occur.
- 2) The staff of the LGC should be contacted very early in the planning stage regarding the proposed debt issuance. This early contact is necessary to make sure the process gets off to

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Telephone: (919) 807-2350 Fax: (919) 807-2352 Website: www.treasurer.state.nc.us
An Equal Opportunity/Affirmative Action Employer*

a good start. Having to “back up and restart” can significantly delay the process. This is especially important if an innovative financing is contemplated which may require consideration of unusual covenants, special justification of necessity or cost, private activity usage, special interlocal agreements, unusual amortization schedules, and other innovations.

- 3) The unit should have a reasonable debt burden. A heavy debt burden may be evidenced by a ratio of General Fund Debt Service to General Fund Expenditures exceeding 15%, or Debt per Capita or Debt to Appraised Property Value exceeding that of similar units. (See Local Government Commission “Analysis of Debt”)
- 4) The request to borrow must be for capital expenditures, not operating expenses.
- 5) The project must be “ready”. Construction bids, required major permits and Phase I Environmental Studies should be received before the approval or, at the latest, before the sale of the debt. Other required sources of funding must be committed.
- 6) Any threat or existence of litigation related to the project or the financing must be satisfactorily resolved. Litigation could affect either the marketability of the debt or the borrower’s ability to repay the debt.
- 7) Community support for the project is important, especially for non-voted debt. Lack of community support may be evidenced by comments at meetings of the governing body or public hearings, correspondence, newspaper articles, etc.
- 8) The repayment plan presented must be complete and consistent regarding the maturity of debt, life of assets financed, terms of related agreements, etc. In addition, the repayment plan must be consistent with the financial projections provided by the issuer. Amortization of principal should be level for all general fund projects. Use level principal and interest payments for an enterprise fund may be appropriate.
- 9) Financial projections should be presented that demonstrate feasibility and are clearly reasonable in comparison to prior financial performance. Appraisals, feasibility studies and comfort letters (if required) must be prepared by parties that are both independent to the transaction and possessing adequate expertise.
- 10) There should be no outstanding concerns or unresolved matters relating to a prior bond issue, such as incomplete or late filing of rebate reports, failure to meet continuing disclosure obligations, violations of covenants in other obligations, or other matters of concern. Such unresolved matters may prevent or delay the issuance of future debt.
- 11) Documentation must be provided showing that covenants in outstanding obligations will be satisfied if the proposed debt is issued, i.e. additional debt tests, restrictive covenants regarding additional debt, etc.
- 12) The ability to secure an investment grade rating should be documented. Enhancements including letters of credit, bond insurance, a parent guarantee, etc. should be considered.
- 13) A complete application must be filed four weeks prior to the LGC meeting date (first

Tuesday of every month) including documentation of all required resolutions being adopted by the governing body. This provides adequate time for staff review of the application and for compiling any additional information that may be necessary.

- 14) Bond or loan documents must be in substantially final form before presentation at the LGC meeting.
- 15) If a refunding is contemplated, the present value of the savings should exceed 3% of the refunded bonds. Generally, the term of the original debt should not be extended when bonds are refunded.
- 16) The sale date should be requested as early as practical. This provides some flexibility in selection of a date that should not compete with another previously scheduled sale or a bond market holiday. This assures that the most favorable interest rate is obtained for each issuer of debt.

Rate Proposal**Water (Incl. Irrigation)**

<u>Usage</u>	<u>In-City</u>	<u>Out-City</u>	<u>Avail. Fee (Min.)</u>	<u>Vol Charge (Per 1,000 gal)</u>
0-1000	X		\$8.30/Month	\$2.60
1,001-3000	X		"	3.90
3,001-5000	X		"	5.10
5,001-10,000	X		"	5.50
Over 10,000	X		"	5.95
0-1000		X	\$23.60/Month	\$2.60
1,001-3000		X	"	7.80
3001-5,000		X	"	9.10
5,001-10,000		X	"	11.00
Over 10,000		X	"	11.90

Sewer

<u>Usage</u>	<u>In-City</u>	<u>Out-City</u>	<u>Avail. Fee (Min.)</u>	<u>Vol. Charge (Per 1,000 gal)</u>
0-1000	X		\$9.10/Month	\$2.60
1001-3000	X		"	3.90
3,001-5,000	X		"	5.10
5,001-10,000	X		"	5.50
Over 10,000	X		"	5.95
0-1000		X	\$12.50/Month	\$2.60
1,001-3,000		X	"	3.90
3,001-5,000		X	"	5.10
5,001-10,000		X	"	5.50
Over 10,000		X	"	5.95

Revenue Analysis
(FY2010-2011)

<u>WATER:</u>	<u>Avg. # Of</u>	<u>Avg. gl/</u>	<u>(\$)Revenue</u>	<u>% Of</u>
<u>(Inside-City)</u>	<u>Users</u>	<u>Month</u>		<u>Revenue</u>
Residential				
0-1,000 gl	206	434	\$20,633.43	4.29
1,001-3,000 gl	585	2,069	\$118,969.31	24.79
Over 3,000 gl	937	5,355	\$340,319.69	70.91
Totals:	1,728	3,656	\$479,922.43	100.00%
Indus./Comm				
0-1000 gl	91	279	\$9,741.60	6.76
1,001-3,000 gl	37	1,825	\$7,629.96	5.29
Over 3,000 gl	72	25,987	\$126,722.01	87.95
Totals:	200	9,820	\$144,093.57	100.00%
Irrigation				
0-1,000 gl	28	56	\$749.10	3.49
1,001-3,000 gl	0	0	0	0.00
Over 3,000 gl	18	8,328	\$23,545.57	96.51
Totals:	46	8,203	\$24,402.23	100.00%
(Outside-City)				
Residential				
0-1,000 gl	76	433	\$14,963.48	4.30
1,001-3,000 gl	226	2,077	\$92,277.38	26.52
Over 3,000 gl	337	5,262	\$240,646.60	69.18
Totals:	639	3,561	\$347,887.46	100.00%
Indus./Comm				
0-1,000 gl	30	315	\$6,513.24	1.97
1,001-3,000 gl	13	1,865	\$5,261.61	1.59
Over 3,000 gl	45	51,939	\$317,498.26	96.44
Totals:	88	26,922	\$329,273.11	100.00%
TOTAL WATER:				
Inside-City:	1,974		\$648,418.23	49.00
Outside-City:	727		\$677,160.57	51.00
Total:	2,701		\$1,325,578.80	100.00%

<u>SEWER:</u> <u>(Inside-City)</u>	<u>Avg. # Of</u> <u>Users</u>	<u>Avg. g/</u> <u>Month</u>	<u>(\$)</u> <u>Revenue</u>	<u>% Of</u> <u>Revenue</u>
<u>All Users</u>				
0-1000 gl	292	407	\$29,897.15	4.65
1,001-3,000 gl	643	2,048	\$130,785.27	20.36
Over 3,000 gl	1,009	7,046	\$481,698.46	74.99
Totals:	1,944	3,657	\$642,380.88	100.00%
 (Outside-City)				
<u>All Users</u>				
0-1,000 gl	0	0	0	0.00
1,001-3,000 gl	0	0	0	0.00
Over 3,000 gl	39	7,046	\$19,027.59	100.00
Totals:	39	7,046	\$19,027.59	100.00%
 TOTAL SEWER:				
Inside-City:	1,944		\$642,380.88	97.12
Outside-City:	39		\$19,027.59	2.88
Total:	1,983		\$661,408.47	100.00%

Revenue Analysis

(Incorporating Revised Water & Sewer Rate Structure)

<u>WATER:</u>	<u># Of</u>	<u>Current</u>	<u>With New</u>	<u>%</u>	<u>Total Revenue</u>
<u>In-City:</u>	<u>Avg. Users</u>	<u>Bill</u>	<u>Rate Proposal</u>	<u>Change</u>	<u>Change</u>
<u>Avg. Usage</u>					
<u>Residential</u>					
434 gl	206	\$9.55	\$9.43	-1.26%	-\$259.98
2,069 gl	585	17.11	15.07	-11.92%	-\$14,181.14
5,355 gl	937	30.53	31.65	+3.67%	+\$12,489.73
				SubTotal:	-\$1,951.39
<u>Ind./Comm.</u>					
278 gl	91	\$9.55	\$9.02	-5.55%	-\$540.65
1,825 gl	37	17.11	14.12	-17.47%	-\$1,332.95
25,987 gl	72	148.13	151.52	+2.29%	+\$2,901.93
				SubTotal:	+\$1,028.33
<u>Irrigation</u>					
56 gl	28	\$9.55	\$8.45	-11.52%	-\$86.29
8,328 gl	18	47.48	47.20	-0.60%	-\$141.27
				SubTotal:	-\$227.56
TOTAL (IN-CITY) WATER REVENUE CHANGE:					-\$1,150.62
<u>Out-City:</u>					
<u>Residential</u>					
433 gl	76	\$19.10	\$24.73	+29.5%	+\$4,414.23
2,077 gl	226	34.23	35.08	+2.48%	+\$2,288.48
5,262 gl	337	60.04	62.88	+4.73%	+\$11,382.58
				SubTotal:	+\$18,085.29
<u>Ind./Comm.</u>					
314 gl	30	\$19.10	\$24.42	+27.86%	+\$1,814.59
1,864 gl	13	34.23	32.94	-3.77%	-\$198.36
51,039 gl	45	592.62	614.07	+3.62%	+\$11,493.43
				SubTotal:	+\$13,109.66
TOTAL (OUT-CITY) WATER REVENUE CHANGE:					+\$31,194.95

Revenue Analysis

(Incorporating Revised Water & Sewer Rate Structure)

<u>SEWER:</u>	<u># Of</u>	<u>Current</u>	<u>With New</u>	<u>%</u>	<u>Total Revenue</u>
In-City:	<u>Avg. Users</u>	<u>Bill</u>	<u>Rate Proposal</u>	<u>Change</u>	<u>Change</u>
<u>Avg. Usage</u>					
<u>All Users</u>					
407 gl	292	\$9.55	\$10.16	+6.40%	+\$1,913.42
2,048 gl	643	17.11	15.79	-7.70%	-\$10,070.46
5,458 gl	937	31.12	32.22	+3.50%	+\$12,307.40
26,947 gl	72	153.61	157.23	+2.36%	<u>+\$3,069.38</u>
			SubTotal:		+\$7,219.74
TOTAL (IN-CITY) SEWER REVENUE CHANGE:					+\$7,219.74
<u>Out-City:</u>					
<u>All Users</u>					
6,800 gl	37	\$38.77	\$43.00	+10.91%	+\$1,899.46
11,595 gl	2	63.62	70.09	+10.17%	<u>+\$164.48</u>
			SubTotal:		+\$2,063.94
TOTAL (OUT-CITY) SEWER REVENUE CHANGE:					+\$2,063.94
TOTAL WATER REVENUE CHANGE:					+\$30,044.33
TOTAL SEWER REVENUE CHANGE:					<u>+\$9,283.68</u>
					+\$39,328.01

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**TOWN OF DALLAS
WATER AND SEWER SERVICE
INSIDE CORPORATE LIMITS**

**RATE SCHEDULE NOS.
I-W & 4-W**

Water available through metered service to Residential, Commercial and Industrial Consumers inside the Corporate Limits of the Town of Dallas, North Carolina.

RATE

IF USAGE IS

Between 0-1000 gals.	\$9.55 per month (see Minimum below)
Between 1001-3000 gals.	\$17.11 per month (see Minimum below)
Over 3000 gals.	\$ 5.70 per month per 1000 gallons per month

MINIMUM

Minimum charge for the 0-1000 and 1001-3000 per month whether water equal to that Amount in value shall be used or not. (Minimum charge for 1001-3000 includes 0-1000 charge)

**SEWER SERVICE RESIDENTIAL
COMMERCIAL AND INDUSTRIAL**

**RATE SCHEDULE NOS.
I-S & 4-S**

Sewer charge is based on the number of gallons of water used each month through a Metered service.

RATE

IF USAGE IS

Between 0-1000 gals	\$9.55 Per Month (See Minimum below)
Between 1001-3000 gals.	\$17.11 Per Month (See Minimum below)
Over 3000 gals.	\$5.70 per 1000 gallons per month

MINIMUM

Minimum charge for the 0-1000 and 1001-3000 and 1001-3000 per month whether water equal to that amount in value shall be used or not. (Minimum charge for 1001-3000 includes 01000 charge.)

Effective on July 1, 2010

Replaced 07-01-04

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**TOWN OF DALLAS
WATER AND SEWER SERVICE OUTSIDE
CORPORATE LIMITS**

SCHEDULE NOS. 2-W & 3-W

Available through metered service to Residential, Commercial and Industrial Consumers outside the Corporate Limits of the Town of Dallas, North Carolina.

RATE

IF USAGE IS:

Between 0-1000 gals.	\$19.10 per month (see Minimum below)
Between 1001-3000 gals.	\$34.23 per month (see Minimum below)
Over 3000 gals.	\$11.41 per 1000 gallons per month

MINIMUM

Minimum charge for the 0-1000 and 1001-3000 per month whether water equal to that amount in value shall be used or not (Minimum charge for 1001-3000 includes 01 000 charge)

**SEWER SERVICE RESIDENTIAL
COMMERCIAL AND INDUSTRIAL**

SCHEDULE NOS. 1-S & 4-S

Sewer charge is based on the number of gallons of water used each month through a metered service.

RATE

IF USAGE IS:

Between 0-1000 gals	\$9.55 per month (see Minimum below)
Between 1001-3000 gals.	\$17.11 per month (see Minimum below)
Over 3000 gals	\$5.70 per 1000 gallons per month

MINIMUM

Minimum charge for the 0-1000 and 1001-3000 per month whether water equal to that amount in value shall be used or not (Minimum charge for 1001-3000 includes 0-1 000 charge)

Effective on July 1, 2010

Replaced 07-01-04

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**TWO RIVERS UTILITIES
GASTONIA, NORTH CAROLINA
WATER & SEWER RATE SCHEDULE
January 1, 2012 - December 31, 2012**

**WATER
INSIDE CITY**

CUSTOMER CHARGE:	\$2.96
AVAILABILITY CHARGE:	
3/4"	\$8.90
1"	\$22.30
1 1/2"	\$44.55
2"	\$71.30
3"	\$142.55
4"	\$222.80
6"	\$445.60
8"	\$712.75
10"	\$1,113.95

VOLUME CHARGE PER 1,000 GALLONS:	
0 - 6,000 Gallons	\$2.64
6,001 to 12,000 Gallons	\$2.89
Over 12,000 Gallons	\$3.39

IRRIGATION RATES PER 1,000 GALLONS:	
0 - 12,000 Gallons	\$2.89
Over 12,000 Gallons	\$3.39

OUTSIDE CITY

CUSTOMER CHARGE:	\$2.96
AVAILABILITY CHARGE:	
3/4"	\$17.80
1"	\$44.55
1 1/2"	\$89.10
2"	\$142.55
3"	\$285.15
4"	\$445.60
6"	\$891.15
8"	\$1,425.80
10"	\$2,227.90

VOLUME CHARGE PER 1,000 GALLONS:	
0 - 6,000 Gallons	\$5.28
6,001 to 12,000 Gallons	\$5.78
Over 12,000 Gallons	\$6.78

IRRIGATION RATES PER 1,000 GALLONS:	
0 - 12,000 Gallons	\$5.78
Over 12,000 Gallons	\$6.78

UNMETERED SEWER CUSTOMERS (Based on 8,000 gallons Usage):

INSIDE CITY RESIDENTIAL SEWER CUSTOMER WITHOUT WATER METER:	\$46.20
OUTSIDE CITY RESIDENTIAL SEWER CUSTOMER WITHOUT WATER METER:	\$78.20

RESIDENTIAL

**SEWER
INSIDE CITY**

CUSTOMER CHARGE:	\$2.96
AVAILABILITY CHARGE:	
3/4"	\$12.85
1"	\$32.10
1 1/2"	\$64.15
2"	\$102.60
3"	\$205.20
4"	\$320.75
6"	\$641.50
8"	\$1,026.00
10"	\$1,603.80

VOLUME CHARGE PER 1,000 GALLONS:	
ALL USAGE	\$3.80

OUTSIDE CITY

CUSTOMER CHARGE:	\$2.96
AVAILABILITY CHARGE:	
3/4"	\$22.35
1"	\$55.85
1 1/2"	\$111.60
2"	\$178.50
3"	\$357.05
4"	\$558.10
6"	\$1,116.20
8"	\$1,785.20
10"	\$2,790.60

VOLUME CHARGE PER 1,000 GALLONS:	
ALL USAGE	\$6.61

WATER
INSIDE CITY

CUSTOMER CHARGE:	\$2.96
AVAILABILITY CHARGE:	
3/4"	\$8.90
1"	\$22.30
1 1/2"	\$44.55
2"	\$71.30
3"	\$142.55
4"	\$222.80
6"	\$445.60
8"	\$712.75
10"	\$1,113.95

VOLUME CHARGE PER 1,000 GALLONS:
ALL USAGE \$2.89

IRRIGATION RATES PER 1,000 GALLONS:
0 - 12,000 Gallons \$2.89
Over 12,000 Gallons \$3.39

OUTSIDE CITY

CUSTOMER CHARGE:	\$2.96
AVAILABILITY CHARGE:	
3/4"	\$17.80
1"	\$44.55
1 1/2"	\$89.10
2"	\$142.55
3"	\$285.15
4"	\$445.60
6"	\$891.15
8"	\$1,425.80
10"	\$2,227.90

VOLUME CHARGE PER 1,000 GALLONS:
ALL USAGE \$5.78

IRRIGATION RATES PER 1,000 GALLONS:
0 - 12,000 Gallons \$5.78
Over 12,000 Gallons \$6.78

NON
RESIDENTIAL

SEWER
INSIDE CITY

CUSTOMER CHARGE:	\$2.96
AVAILABILITY CHARGE:	
3/4"	\$12.85
1"	\$32.10
1 1/2"	\$64.15
2"	\$102.60
3"	\$205.20
4"	\$320.75
6"	\$641.50
8"	\$1,026.00
10"	\$1,603.80

VOLUME CHARGE PER 1,000 GALLONS:
\$3.80

OUTSIDE CITY

CUSTOMER CHARGE:	\$2.96
AVAILABILITY CHARGE:	
3/4"	\$22.35
1"	\$55.85
1 1/2"	\$111.60
2"	\$178.50
3"	\$357.05
4"	\$558.10
6"	\$1,116.20
8"	\$1,785.20
10"	\$2,790.60

VOLUME CHARGE PER 1,000 GALLONS:
ALL USAGE \$6.61

UNMETERED SEWER CUSTOMERS (Based on 8,000 gallons Usage):

INSIDE CITY RESIDENTIAL SEWER CUSTOMER WITHOUT WATER METER:	\$46.20
OUTSIDE CITY RESIDENTIAL SEWER CUSTOMER WITHOUT WATER METER:	\$78.20

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WATER

**MUNICIPAL
WHOLESALE**

SEWER

CUSTOMER CHARGE:	\$2.96
AVAILABILITY CHARGE:	
3/4"	\$8.90
1"	\$22.30
1 1/2"	\$44.55
2"	\$71.30
3"	\$142.55
4"	\$222.80
6"	\$445.60
8"	\$712.75
10"	\$1,113.95

CUSTOMER CHARGE:	\$2.96
AVAILABILITY CHARGE:	
3/4"	\$12.85
1"	\$32.10
1 1/2"	\$64.15
2"	\$102.60
3"	\$205.20
4"	\$320.75
6"	\$641.50
8"	\$1,026.00
10"	\$1,603.80

VOLUME CHARGE PER 1,000 GALLONS:
ALL USAGE \$2.76

VOLUME CHARGE PER 1,000 GALLONS:
ALL USAGE \$3.80

RAW WATER:

VOLUME CHARGE PER 1,000 GALLONS
ALL USAGE \$0.35

SURCHARGES:

HIGH STRENGTH BOD	\$0.3900 Per lb.
HIGH STRENGTH TSS	\$0.0450 Per lb
HIGH STRENGTH TKN	\$0.4830 Per lb.
HIGH STRENGTH TP	\$0.8470 Per lb

(for High Strength greater than 250 mg/l).
(for High Strength greater than 250 mg/l).
(for High Strength greater than 25 mg/l).
(for High Strength greater than 8 mg/l).

OTHER FEES AND CHARGES:

Significant Industrial User Permit Fee:

Initial Issuance	\$1,000.00
Annual Maintenance	\$250.00
Reopening Fee	\$500.00
General User Permit Fees:	
Initial Issuance	\$250.00
Annual Maintenance	\$100.00
Pretreatment Monitoring Fees:	
Composite Sampling Event	\$300.00
Grab Sampling Event	\$150.00

Miscellaneous Fees:

Acute Toxicity Screening	\$635.00
Chronic Toxicity Screening	\$1,300.00
OCPSF Analysis	\$400.00
TTO with Pesticides Analysis	\$525.00
TTO without Pesticides Analysis	\$450.00
Centralized Waste Stream Analysis	\$150.00
Water Meter Test	\$60.00

Note 1: Availability charges for customers with compound meters will be based on the larger meter size. Fire Protection (Sprinkler Connection) charges will be customer charge plus 10% of the appropriate availability charge, based on size of connection.

Note 2: Water availability and volume charges are approximately 2.0 times the inside-City charges; Sewer availability and volume charges are approximately 1.74 times the Inside-City charges.

EFFECTIVE FOR ALL BILLS RENDERED ON OR AFTER JANUARY 1, 2012
EFFECTIVE JANUARY 1, 2012 TO DEC. 31, 2012

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DEPOSITS:

A DEPOSIT MAY BE REQUIRED ON ALL SERVICES BASED ON A SCHEDULE OF DEPOSITS MAINTAINED BY THE BILLING DIVISION OF THE CITY OF GASTONIA. THIS DEPOSIT WILL BE REFUNDED AT THE TERMINATION OF SERVICE, PROVIDED ALL OUTSTANDING BILLS HAVE BEEN PAID. THE CITY PAYS THE STANDARD PASSBOOK RATE OF INTEREST ON ALL DEPOSITS.

AN ADDITIONAL DEPOSIT MAY BE REQUIRED IF A CUSTOMER'S ACCOUNT HAS BECOME INACTIVE BECAUSE OF NON-PAYMENT. THE DEPOSIT AMOUNT MAY BE EQUAL TO TWICE THE AMOUNT OF THE CUSTOMERS AVERAGE BILL OVER THE PREVIOUS TWELVE (12) MONTHS OR THE ORIGINAL AMOUNT, WHICHEVER IS GREATER.

TERMS OF PAYMENT:

ALL BILLS ARE DUE AND PAYABLE TWENTY-ONE (21) DAYS FROM THE DATE OF THE BILL. IF NOT PAID WITHIN THIS PERIOD, THE CITY RESERVES THE RIGHT TO DISCONTINUE SERVICE AND HOLD ANY DEPOSIT UNTIL THE BILL IS PAID. SERVICES SCHEDULED FOR DISCONNECTION FOR NON-PAYMENT ARE SUBJECT TO ADMINISTRATIVE/DISCONNECTION CHARGES NOT TO EXCEED \$75. IF SERVICE IS DISCONNECTED FOR NON-PAYMENT, THE CUSTOMER MUST PAY THE PAST DUE BILL, A RECONNECTION FEE AND A DEPOSIT AS OUTLINED ABOVE TO HAVE SERVICES RESTORED. IF RECONNECTION OF AN ACCOUNT THAT HAS BEEN DISCONNECTED FOR NON-PAYMENT IS REQUESTED AFTER 5:00 PM AN ADDITIONAL CHARGE WILL BE ADDED TO THE CUSTOMERS ACCOUNT IN ORDER TO HAVE SERVICE RESTORED.

EFFECTIVE ON ALL BILLS RENDERED ON OR AFTER JANUARY 1, 2012.

**Gaston Correctional Center
Work Release Employer
Rules and Regulations**

Contact Information

The work Release Coordinator at Gaston Correctional Center is Geraldine Conner. If this person is unavailable, you should speak to the Program Director, Program Supervisor, or one of the Case Managers. If no one in the Programs Department is available (weekends, after 5pm, holidays, staff meetings), the Sergeant can assist you.

Phone: 704-922-3861 or 704-922-5201
 Fax: 704-922-1491
 Address: 520 Justice Court
 Dallas NC 28034

Hiring Process

If you are interested in hiring a particular inmate because he either 1) worked for you before being incarcerated or 2) has written you, sent a resume, or had a family member contact you, you should call the Work Release Coordinator and request this individual. Staff will ensure he is eligible for the Work Release Program, and if able, have this inmate approved for work.

If you need a new employee, but do not know a specific person for the job, you should contact the Work Release Coordinator. Staff will need to know any necessary qualifications, experience, training, etc. The Coordinator will choose an inmate that meets the criteria, and have that person approved.

Staff strongly recommends you interview inmate(s) for any job openings so you can verify the skills they claim and ensure you get the most qualified person for the job.

Please understand that it may take up to several days for staff to have an inmate ready for work as there is a substantial amount of paperwork that must be completed, the inmate(s) have to get civilian clothing for work, and transportation issues may need to be resolved, etc. Staff will work as quickly as possible, but will almost always need more than one day's notice.

Work Schedules

When you are established as a Work Release employer, you must provide a routine work schedule, with a start time, end time, and scheduled break times. Due to the prison routine and transportation schedule, staff needs these hours to remain the same. If there will be any changes to the inmate(s) work schedule, you must notify the Work Release Coordinator as soon as possible. This includes scheduled days off, inclement weather days, holiday schedule changes, etc.

Inmates are allowed to work overtime; however, you must contact the Work Release Coordinator in advance to have this approved. For weekend work, this must be done by 3pm on Fridays. For evening work, this must be done by 11am.

If an inmate has completed his work before the workday ends, you should contact the prison. Inmates are not to remain on the job-site if there is no more work to do.

If an inmate does not report to work on time, and staff has not notified you in advance, you should contact the Work Release Coordinator immediately. If the inmate calls in sick or if you cannot locate him on the job at any time, notify the prison immediately.

Staff will not accept changes in the work schedule from inmates; this information must come from you.

Supervision

All inmates at your job-site must be supervised at all times. Staff will need to know the name(s) of the inmate(s) current supervisors. An inmate cannot work for or be supervised by immediate family members.

Transportation

Gaston Correctional Center allows two forms of transportation: the employer may transport inmate to and from or the facility can do this. You will choose how you want to handle transportation when you are approved as an employer.

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If you choose state provided transportation, you must realize that inmates may be occasionally late due to dropping other inmates off at work, or due to other factors at the prison (staff shortage, escape, disciplinary actions, etc.). No state transportation will be provided on Sundays from 11:00am-5:00pm due to Visitation Schedules.

If you choose to transport, you may charge inmates a daily rate. This amount will be deducted from their Work Release Accounts; and you will be issued a check. This rate is to be determined at the time you are approved as an employer.

Not just anyone from the job-site can transport the inmate(s) to work and back to the prison. In order to be approved, to drive, staff must conduct a criminal background and driver's record on the person, must have a copy of a valid driver's license, and must have a vehicle description with license plate number. Only the approved driver and inmate(s) may be in the vehicle. When picking up and dropping off inmates, the driver must do so with a Correctional Officer present at the Front Gate. If the approved driver is going to be picking up or dropping off an inmate outside of the scheduled times (depending on approved work schedule), he must notify staff as soon as possible, explaining why and providing the time he will be at the facility. An inmate's family member cannot be an approved driver.

Even if you choose state provided transportation, you need to have at least one person who works the same hours as inmate(s) approved as a driver in the event of an emergency.

Monitoring

Staff will monitor work sites on a regular basis. You may or may not be notified in advance. This is done to ensure all policies and procedures are being followed by the inmate(s) and you and your staff. If any problems are found during a monitor, the inmate may be removed from the Work Release Program and you may be terminated as an employer.

Staff will also contact you regularly to discuss the inmate(s) performance and abilities; however, do not wait until this time to report any problems with an inmates conduct or job performance.

Medical Care

If an inmate gets hurt on the job-site, you are to get medical attention for him and notify prison staff immediately. Your Workers Compensation insurance is responsible for paying the bill when a inmate is hurt at work. If an inmate becomes ill, does not require emergency medical care, but does need to leave work, you should contact the Work Release Coordinator to arrange for him to come back to the prison.

Even if you use state provided transportation, you need to have someone who works the same hours as the inmate(s) approved for private transportation so that someone is able to drive the inmate to an appropriate medical facility.

Money

By DOC policy, inmates are not allowed to possess cash money. Gaston Correctional Center is a cashless unit. Inmates are not allowed to borrow money from anyone.

Inmates cannot make purchases other than for food or drink without prior approval by staff. If an inmate needs to purchase boots, tools, etc. for the job, the amount can be deducted from his paycheck, as long as the purpose of the deduction is noted, on his paycheck/stub. Inmates are not to receive salary advances from anyone. Federal, State, and Social Security tax, hospital insurance, work uniforms, boots and tools to do the job are the only payroll deductions allowed.

Inmates or their families/friends cannot have their paychecks. All paychecks must be brought in person or mailed to the facility, made to the attention of the Trust Fund Officer. You will also need to provide the Trust Fund Officer a check stub indicating the number of hours worked and any payroll deductions. Paychecks with insufficient funds may be grounds for terminating the employer from the work release program.

Inmates must be paid at least the minimum wage amount which is set by the state government.

Mobile Job Sites

If the inmates job requires he work at more than one site (construction, etc.), you must notify the Work Release Coordinator of your location each time you move sites, prior to changing sites. Staff also needs to know how long they will be at that site. Only the persons approved to transport are allowed to drive.

For construction or similar jobs, Inmates are never allowed to do work in occupied homes. Only new construction is permitted.

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Basic Rules for Inmates

- Inmates are not to receive visits or phone calls from family and friends.
- Inmates are not to use the telephone, unless it is to call prison staff. This includes employer's and co-workers cell phones.
- Inmates are not allowed to use computers with internet access.
- Inmates cannot operate motor vehicles. They do not have a valid Drivers License.
- Inmates cannot leave the job-site.
- Inmates are not allowed to go into public restaurants or stores.
- Inmates are not to use or possess alcohol or drugs.

If the inmate violates any of the above rules, contact the Work Release Coordinator immediately.

Terminating an Inmate's Employment

If an inmate has violated any of the company policies, he has failed to do his job properly, or if there is a conflict involving the inmates, you may terminate the inmate's employment. You should contact the Work Release Coordinator as soon as possible, and ensure the inmate turns in any company property (clothing, tools, etc.). If you do not wish to fire an inmate, but your company needs to lay-off workers, contact the prison as soon as possible.

Other

- The inmate must be accompanied by a supervisor anytime he leaves his regular job site. An inmate may not leave the job-site without prior approval by the Work Release Coordinator.
- Anytime there is a situation or question you are unsure how to handle, you should contact prison staff. We would rather you ask questions than to assume an answer, and possibly lose your status as a Work Release employer.
- If your company will be going out of business, or you choose to no longer use inmates as employees, contact staff soon as possible.
- If an inmate asks you questions about his case, such as release date, Home Passes, etc., and wants you to call his case manager, do not do this. All inmates know how to obtain this information. You should only serve as his employer.
- All employees who will be supervising inmates need to be informed of these rules. The person(s) signing this form is responsible for disseminating this information to those who will be supervising inmates.
- An inmate can never complete any personal work for the employer such as working on employer's vehicle(s), working in employer's home, etc. and any work other than normal assigned job duties should be approved through the Work Release Coordinator.

INMATES ARE NOT ALLOWED TO USE OR HAVE TOBACCO OR CELL PHONES. EACH SUPERVISOR OF AN INMATE ON WORK RELEASE MUST SIGN A NC DEPARTMENT OF CORRECTION TOBACCO/MOBILE CELLULAR PHONE OR DEVICE STATEMENT OF UNDERSTANDING PRIOR TO WORKING INMATES.

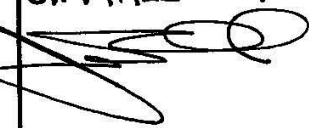
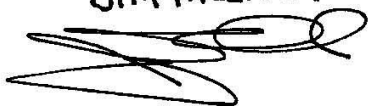
EACH EMPLOYER AND SUPERVISOR WILL SIGN OFF ON A STATEMENT OF UNDERSTANDING OF THE PRISON RAPE ELIMINATION ACT.

By signing below, I acknowledge that I have read the above rules and regulations of the Work Release Program at Gaston Correctional Center. I have had the opportunity to ask questions, and I fully understand my responsibilities of participation in the Work Release Program. I agree to inform all persons who will supervise inmates of these rules and regulations.

_____	_____
Person Completing Form, Printed	Job Title
_____	_____
Person Completing Form, Signature	Employer/Company Name
_____	_____
Gaston Correctional Center Staff's Signature	Date

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**TOWN OF DALLAS
BIDS RESULTS**

BID OPENING RESULTS		TREE TRIMMING	
TOWN OF DALLAS ELECTRICAL DEPARTMENT	OPENING BID DATE: March 7, 2012		
	TIME: 2:30 p.m.	LOCATION:	Town of Dallas Administration Office
	CONTRACT COORDINATOR		DOUG HUFFMAN
		TOTAL AMOUNT OF BID	
BIDDER OF RECORD		W/O Performance Bond	With Performance Bond
Asplundh		\$57,730.22	\$63,503.24
Mackey Tree Service		\$86,000.00	\$89,000.00
Treescape		\$124,000.00	\$128,900.00
		COMMENCEMENT DATE	COMPLETION DATE
Asplundh		Within 2 weeks of award	10 Week weather permitting
Mackey Tree Service		At proposal acceptance	72-120 Weather permitting
Treescape		10 Business days after award of contract	150 Days after start date weather permitting
Bids Opened by: _____		Bid Recorded By: _____	
JIM PALENICK 		JIM PALENICK 	

Wreckers – Rotation Policy

Any wrecker company located within the town limits or within six (6) miles of the Dallas Police Department and duly licensed by North Carolina and Gaston County may make application to The Town of Dallas to be placed on the Town's list of wrecker services to be called by the Dallas Police Department to remove vehicles that are wrecked, disabled or otherwise can't be driven, from the streets and highways. In this Policy, the term "Wrecker Service" is defined as "a business or firm providing towing services for hire." The term "Rotation Wrecker List" is defined as "a list of wrecker services, which shall be contacted by the Dallas Police Department on a rotating basis, for the purpose of towing vehicles at the direction of the Dallas Police Department." The term "Owners Request" is defined as "a request made by the owner of or the party responsible for, the vehicle that is to be towed." The Dallas Police Department shall utilize the rotation wrecker list in those instances in which the owner or persons in control of the vehicle is unable or not permitted to determine the disposition of the vehicle.

Effective July 1, 2007 a wrecker service will be deemed located within the required area for the Town of Dallas only if it meets the following criteria:

1. The wrecker service must maintain an office within six (6) miles of the Dallas Police Department including a twenty-four (24) hour phone and records of wrecker services provided.
2. The wrecker service must have been in business for one year prior to the date they start on rotation.
3. All wrecker services must carry adequate insurance as required by law and be able to produce proof that the insurance is current and valid.
4. The wrecker service must maintain two (2) or more serviceable tow trucks and proof that all tow trucks are properly registered and insured.
5. The wrecker service must provide information showing that all drivers are properly licensed and covered under the proper insurance of said wrecker service.
6. The wrecker service must be able to respond to calls within the Town limits of Dallas within 20 minutes of being called. Extended arrival times will be taken into consideration in the event of inclement weather or heavy traffic due to "rush hour" or traffic as a result of the accident.

Qualifying wrecker services will submit an application to the Dallas Police Department. The wreckers selected for the rotation list will be selected from the applications received. If selected, the wrecker services will have to pay a privilege fee of fifty (50) dollars per year. There will be a maximum of four (4) wrecker services selected to be put onto the rotation list. If a wrecker service selected to be on the rotation list, voluntarily drops off of the list or is removed by the Town of Dallas, the Town of Dallas will decide, at that time, if the vacant rotation position will be filled. If the vacant rotation position is filled, it will be filled by the next qualifying wrecker service from the original applications received. Wrecker services will be inspected prior to placement on the rotation wrecker list and periodically thereafter to insure continued compliance with established requirements. Prior to placement on the rotation wrecker list a wrecker company must execute a document indemnifying the Town of Dallas, and setting forth that the services are provided as independent contractors and not as an agent of the Dallas Police Department or Town of Dallas.

The wrecker services on this list will be called on a rotating basis in cases where no preference is expressed by the owner or operator. An applicant must provide in writing such information as the Chief of Police shall require. All wrecker services on the rotation list must operate twenty-four (24) hours a day, seven (7) days a week. All wrecker services shall be available to release vehicles during normal operating hours, including holidays and weekends. Wrecker services shall maintain a safe, secure location for the storage of vehicles and their contents. Storage locations must be designed in a manner rendering towed/stored vehicles from access by the general public. Wrecker services shall be responsible for the vehicle once it is placed in tow or hooked up to the wrecker. The maximum charge for towing vehicles when called from the rotation wrecker list shall be seventy five (75) dollars. The maximum charge for storage of said vehicle is twenty (20) dollars per 24 hour period. (If a car is picked up within 24 hours from time towed, the charge will be for one (1) day of storage). The wrecker service will provide, upon request from the Dallas Police Department, an itemized bill for any rotation in question. These maximum charges do not apply to "owner's request" calls that are made to wrecker services that are on the rotation wrecker list. Calls that are "owner's request" will not affect the rotation order of the list. Any wrecker service failing to answer three (3) telephone calls (where there was no answer at the number(s) provided for contact) for rotation within a thirty (30) day period shall be subject to removal from the rotation list in the following manner, and shall so be notified in writing: 1st offense, thirty (30) days; 2nd offense, sixty (60) days; 3rd offense, indefinitely.

Wreckers – Rotation Policy continued -

In order for a wrecker service to be placed back on the rotation list after an indefinite suspension, the wrecker service must submit in writing to the Chief of Police, proof that they are prepared to respond to calls as needed. Failure to respond by the wrecker service, after an indefinite suspension, will result in the wrecker service being removed from the rotation wrecker list. If a wrecker service is unable to respond to a call, and notifies the contacting dispatcher or officer of the situation, then the next wrecker service on the rotation wrecker list will be called, and the non-responding service will not receive another rotation wrecker call until its next turn on the rotation wrecker list. Wrecker services called as "owner's request" will also have a time limit of twenty (20) minutes to respond to calls. Considerations in time allowance will be made as stated above. Wrecker services found to be "Running Wrecks" (arriving at the scene of wrecks when not dispatched by the department or called by the vehicle's owner) shall also be subject to suspension or dismissal from the rotation wrecker list. Wrecker services responding as a rotation wrecker will charge the fees listed in this policy for the towing and storage of the vehicle. Any fees in addition to those rates must reflect only "reasonable and necessary" cost. Sustained complaints of excessive charges will be investigated and could result in dismissal from the rotation wrecker list.

All wrecker services added to the rotation wrecker list will sign an Agreement acknowledging all requirements and regulations set forth in this document. Wrecker services must meet all of the applicable conditions prior to being placed on the rotation wrecker list, and must continue to meet all applicable conditions to remain on the list. In addition to the conditions provided herein, wrecker services on this the rotation wrecker list shall adhere to all other applicable laws and regulations. Eligibility for the rotation wrecker list shall be determined by the Chief of Police. Complaints pertaining to the rotation wrecker list shall be filed with the Chief of Police or his designee. All complaints will be thoroughly investigated. Appeals from decisions made, may be filed with the Chief of Police. It shall be the responsibility of the Dallas Police Department to make any amendments and/or additions to this Policy, or to the Agreement, considered necessary for the efficient and effective operations of the rotation wrecker system.

The Town of Dallas does not endorse or promote any wrecker service, be it on the rotation list or not. The Town of Dallas will not be held liable for any damage, theft, or other claims that may arise as a result of a vehicle being towed or stored.

The Town of Dallas reserves the right to change any part or all of this policy with 30 days notice. This policy being put into effect, this the 10th day of April, 2007.