

**Town of Dallas**  
**Agenda**  
**December 12, 2023**  
**6:00 PM**  
**BOARD OF ALDERMEN**  
**Rick Coleman, Mayor**

**Sam Martin**

**Frank Milton**

**Darlene Morrow**

**Jerry Cearley, Mayor Pro-Tem**

**E. Hoyle Withers**

<b>ITEM</b>	<b>SUBJECT</b>	<b>Page</b>
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## MINUTES FOR BOARD OF ALDERMEN MEETING

November 14, 2023

6:00 PM

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

The following Staff members were present: Maria Stroupe, Town Manager; Brian Finnegan, Development Services Director; Robbie Walls, Police Chief; Lanny Smith, Electric Director; Jonathan Newton, Finance Director; Bill Trudnak, Public Works Director; Sarah Ballard, Town Clerk; Tom Hunn, Town Attorney; Earl Withers III, Fire Chief; Lindsey Tysinger, Planner; David Lingafelt, Code Enforcement; and Paul Gibson, Electric Supervisor.

Mayor Coleman called the meeting to order at 6:00pm.

Mayor Coleman opened with the Invocation and the Pledge of Allegiance to the Flag.

### **Approval of Agenda:**

Alderman Milton made a motion to approve the agenda with no additions or deletions, seconded by Alderman Martin and carried unanimously.

### **Approval of Minutes:**

Alderman Cearley motioned to approve the minutes from the October 10<sup>th</sup> regular meeting and the October 24<sup>th</sup> work session, seconded by Alderwoman Morrow and it was carried unanimously.

### **Recognition of Citizens:**

The Mayor opened the floor to the Recognition of Citizens.

Dr. Duncan, of Carr Elementary School, presented the six Students of the Month.

Curtis Wilson of 438 S. Gaston Street prayed over the Board of Alderman meeting.

Mike Fields of 1333 Philadelphia Church Road thanked Town Staff for a good Town Halloween event and keeping the Town safe. He announced there would be a Thanksgiving service at Walnut Grove Baptist Sunday at 5pm. Mr. Fields also acknowledged the future Town growth and suggesting increasing the Fire and Police staff.

### **Consent Agenda:**

#### *Item 5A Budget Amendment-Salary Study/One-Time Employee Bonus*

The Administration/Personnel sub-committee of the Board of Aldermen met on October 12 to discuss employee compensation and ways to ensure that employee compensation is appropriate. In order to ensure that the Town's salary structure, job descriptions, and Personnel Policy are up to date, the Committee is recommending that a salary study be done that will also include

updating job descriptions and the Personnel Policy. The study will be conducted by The MAPS Group and can be accomplished in time to make necessary adjustments in the upcoming FY2024/25 budget year. Also, the Administration/Personnel Committee is recommending a one-time \$1,000 bonus be paid in January to all full-time employees with over one year of service and a one-time \$300 bonus be paid to all permanent part-time employees and employees with less than one year of service. This bonus recognizes the dedication and service of employees to the Dallas community. Attached is a budget amendment providing for the salary study and for the one-time bonus (Exhibit 5A, 1-2).

*Item 5B Budget Amendment-System Development Fees*

In July 2017, the North Carolina General Assembly authorized public water and sewer systems to implement system development fees to provide for capital improvements in those systems. These fees must be calculated and prepared by a financial professional or licensed professional engineer. Dallas contracted with Raftelis to complete the analysis required to calculate the initial system development fees for the water and sewer utilities and implemented the fees effective July 1, 2019. Attached is G.S. 162A Article 8, which outlines the development, implementation, and maintenance of system development fees. By statute, these fees must be updated at least every five years. Implementation of these fees would be assessed for any new development to be used to improve and expand the water and sewer infrastructure as growth occurs. Attached is a budget amendment to appropriate funds for Raftelis to update Dallas's current system development fees, in accordance with NCGS §162A-209(c) (Exhibit 5B, 1-7).

*Item 5C Allow Remington Homes Development to Attach to Two Rivers Water*

Remington Homes, Inc., developers of seven lots on Robinson Clemmer Road that were annexed into Dallas approximately thirteen years ago, has requested that they be allowed to connect to the City of Gastonia's water line instead of Dallas' water line. Dallas has a water line on Robinson Clemmer Road, but it would require extending a line under Robinson Clemmer Road and looping into Dallas' existing line, while Gastonia's water line runs along Robinson Clemmer Road in front of their lots. They feel the cost to connect to Dallas' water line does not make financial sense for them for only seven lots, when access to Gastonia's water line is so close. Attached is an email from a representative from Remington Homes, Inc. petitioning the Board of Aldermen to be released from attaching to Dallas' water line and allowing them to attach to the City of Gastonia's waterline. The lots will remain in the town limits of Dallas, receive all other Town services, and pay property taxes to Dallas. Only water service would be supplied by the City of Gastonia (Exhibit 5C-1).

*Item 5D Permission to Place a Marker at Jagers Park for C.F. Gingles School*

Mr. Glenn Bratton has reached out to Board members requesting permission for former students of C.F. Gingles School to be allowed to place a historic marker at Jagers Park in memory of the school. Attached is the request sent by Mr. Bratton (Exhibit 5D-1).

Alderman Milton made a motion to approve all Consent Agenda items, seconded by Alderman Withers and carried unanimously.

**Public Hearings:**

*Item 6A Rezoning Request Z-2023-02 Shepherd's Way Drive*

Alderman Cearly made a motion to go into the Public Hearing, seconded by Alderwoman Morrow and carried unanimously.

Adam Morman with Smith Douglas Homes has submitted a rezoning request for Gaston County Parcels #214259, 214260, and 212567 to be rezoned from Residential R-10 and R-1 (Gaston County) to CD-R-5. The applicant has already held a community meeting and TRC with Staff. At their meeting on September 21, the Planning Board voted to send a recommendation to the Board of Aldermen to approve the rezoning request, along with statements of consistency and reasonableness for the rezoning. All supporting documentation for the application is attached, including minutes from the Planning Board meeting and consistency and reasonableness statements. The included site plan reflects revisions based on input from Staff and the Planning Board. This public hearing was advertised as required by North Carolina General Statute 160D-601. Notice of the public hearing was placed in the Gaston Gazette once a week for two successive calendar weeks, on Monday, October 31 and Monday, November 6. Also attached is an ordinance adopting a zoning map amendment/conditional rezoning (Exhibit 6A, 1-34).

After a lengthy discussion between Board, Staff, and residents, the item dies due to lack of motion.

Alderman Martin made a motion to go out of the Public Hearing, seconded by Alderman Milton and carried unanimously.

**Old Business:**

There was no old business at this time.

**New Business:**

*Item 8A FY 2022-23 Audit Presentation*

Auditors from Martin Starnes and Associates will be in attendance to present the Fiscal Year 2022-2023 Independent Auditors' Report.

A representative from Martin Starnes presented the audit to the Board.

Alderman Martin made a motion to approve the audit, seconded by Alderwoman Morrow and carried unanimously.

*Item 8B Light Duty/Temporary Duty Policies*

Currently, and historically, Dallas has not offered Light Duty or Temporary Duty after a Worker's Compensation injury or a personal illness/injury, as it is difficult to provide those duties consistently in every department. After researching policies at other municipalities, proposed policies have been drafted and are attached. These policies would allow each situation to be evaluated and light/temporary duty offered to employees as warranted, if such duties were available and would be of benefit to the Town. There would be no guarantees of light/temporary

duty. Each situation would be evaluated on a case by case basis. The Administration/Personnel sub-committee of the Board of Aldermen met on October 12 to discuss and review the draft policies. Based on their review, the Administration/Personnel Committee is recommending that these policies be approved and implemented, providing light duty/temporary duty when available and beneficial to the Town (Exhibit 8B, 1-2).

The Town Manager presented the new policies to the Board.

Alderwoman Morrow made a motion to approve the policies, seconded by Alderman Cearley and carried unanimously.

*Item 8C No Parking Zones on 100 Block of W. Main Street*

With increased traffic and the number of parked vehicles along the 100 block of W. Main St., it has come to the Fire Department's attention that two fire hydrants are often blocked. In order to provide emergency access to these hydrants, Staff is recommending that one parking space in front of each fire hydrant be designated as no parking by painting the parking spaces. Attached are pictures showing the hydrant areas (Exhibit 8C, 1-4).

The Town Manager presented the information and pictures to the showing the hydrant areas.

Alderman Cearley made a motion to approve the no parking zones, seconded by Alderman Milton and carried unanimously.

*Item 8D Code Enforcement-Ordinance to Placard 520 E. Robinson Street*

The Town of Dallas has received multiple minimum housing complaints regarding the structure at 520 E. Robinson St. After performing on-site inspections in July 2023, Code Enforcement Officer, David Lingafelt, sent a notice to the registered property owner on July 10, 2023. After due notice, an administrative hearing was held on July 26, 2023. The property owner did not attend the hearing. Findings of facts deemed the property a deteriorated dwelling, unfit for human habitation. Findings were sent to property owners on August 24, 2023, with a repair order deadline of September 24, 2023. A Violation History of the property is attached. The property owner has failed to comply with the order and Code Enforcement is seeking Board approval to placard the property. An ordinance has been provided and attached for approval to placard the property (Exhibit 8D, 1-3).

The Town Manager presented the ordinance to the Board.

Alderman Martin made a motion to approve the ordinance, seconded by Alderman Milton, and carried unanimously.

*Item 8E Code Enforcement-Ordinance to Close 422 S. Ridge Street*

The item was removed from the agenda by the Town Attorney.

*Item 8F Annexation Request- Parcel ID #214259 Shepherd's Way*

Spencer McNab of BGE, Inc., along with Adam Morman of Smith Douglas Homes, on behalf of Gaston Area Lutheran Fund, Inc., property owner, submitted a voluntary annexation petition on

6/12/2023. The petition was for voluntary contiguous annexation of a portion of Gaston County Parcel #214259 into the Town of Dallas in order to develop the entire property for single family residential. This application was submitted along with rezoning petition Z-2023-02 requesting the Residential R-5 Zoning District. The entire 18.61-acre parcel is highlighted for new residential development in the 2030 Future Land Use Plan. Staff was directed to investigate the sufficiency of the petition to determine if it meets the standards of 160A-31 at the Board of Aldermen Regular Meeting on July 11, 2023. The petition has been deemed sufficient and the Board of Aldermen shall set a public hearing for the annexation of the property, per NCGS §160A-31(c). A rezoning public hearing for the subject property would occur after the property has been annexed. Supporting documentation, including the Certificate of Sufficiency, is attached (Exhibit 8F, 1-14).

The Development Services Director presented the request to the Board.

Alderwoman Morrow made a motion to table the item, seconded by Alderman Martin and carried unanimously.

*Item 8G Interlocal Agreement for Construction of Water Infrastructure*

Gaston County has sent a draft interlocal agreement for review and approval in reference to the water line project to High Shoals. Staff and the Town Attorney have reviewed the agreement. An agreement must be approved by Gaston County, Town of Dallas, and City of High Shoals to proceed with the permitting process for the project (Exhibit 8G, 1-13).

The Town Manager presented the agreement to the Board for approval.

Alderman Withers made a motion to approve the agreement, seconded by Alderman Martin and carried unanimously.

**Manager Report:**

The Town Manager gave information to the Board concerning up-coming events.

Alderman Cearley made a motion to adjourn, seconded by Alderwoman Morrow and carried unanimously (7:25).

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Rick Coleman, Mayor

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Sarah Hamrick Ballard, Town Clerk

**MINUTES FOR BOARD OF ALDERMEN WORK SESSION**  
**November 28, 2023**  
**5:00 PM**

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

The following Staff members were present: Brian Finnegan, Development Services Director; Robbie Walls, Police Chief; Sarah Ballard, Town Clerk; Lanny Smith, Electric Director; Jonathan Newton, Finance Director; Bill Trudnak, Public Works Director; and Earl Withers III, Fire Chief.

Mayor Coleman called the meeting to order at 5:00 pm.

The Mayor then opened with the Pledge of Allegiance to the Flag.

At this time, the Mayor asked if there were any additions or deletions to the agenda. There were two additions added. Alderman Withers made a motion to approve the agenda with the one addition, seconded by Alderman Milton, and carried unanimously.

**New Business:**

*Item 3A Little Long Creek Preliminary Plat*

Urban Design Partners has submitted a preliminary plat application for the Little Long Creek Major Subdivision. Staff has reviewed both the civil sets and this plat submittal and it meets the standards of the code, as well as the conditions and allowances established in the Conditional District zoning approved on 11/9/21. The Planning Board reviewed the preliminary plat application at their 11/16/2023 meeting and voted to send a recommendation to approve to the Board of Aldermen. Attached are the preliminary plat checklist and submitted plat (Exhibit 3A, 1-23).

The Development Services Director presented the item to the Board for discussion. The Board decided to bring the item back at a regular Board meeting.

*Item 3B Summey Creek Preliminary Plat*

Urban Design Partners has submitted a preliminary plat application for the Summey Creek Major Subdivision. Staff has reviewed both the civil sets and this plat submittal and it meets the standards of the subdivision Code and Development Standards. The Planning Board reviewed the preliminary plat application at their 11/16/2023 meeting and voted to send a recommendation to approve to the Board of Aldermen. Attached are the preliminary plat checklist and submitted plat (Exhibit 3B, 1-14).

The Development Services Director presented the item to the Board for discussion. The Board discussed the item and made no decisions at this time.

*Item 3C Pump Station Update*

Johnny Denton, Diamond Engineering, has informed us that the contractor has reached out to him with some delays to completing the project. Mr. Denton will give an update on his communications with the contractor explaining what has occurred. The current pump station is operational and functioning until the new pump station is completed.

The Public Works Director presented the information to the Board. After discussion, no decisions were made.

*Item 3D Carols on the Square*

The Board discussed different options in case of rain on the evening of the event. The Board decided to make a decision by Thursday afternoon.

**Closed Session:** To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged. NCGS §143-318-11(3)

Alderman Martin made a motion to go into the Closed Session, seconded by Alderwoman Morrow and carried unanimously (5:15).

Alderman Martin made a motion to go out of the Closed Session, seconded by Alderwoman Morrow and carried unanimously (5:37).

Alderman Martin made a motion to adjourn, seconded by Alderman Cearley and carried unanimously (5:43).

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Rick Coleman, Mayor

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Sarah Hamrick Ballard, Town Clerk



# TOWN OF DALLAS, NORTH CAROLINA

## REQUEST FOR BOARD ACTION

DESCRIPTION: Bid Award for Gym Floor Replacement

AGENDA ITEM NO. 5A

MEETING DATE: 12/12/2023

### BACKGROUND INFORMATION:

Requests for Proposals were sent out for replacement of the gym floor at Dennis Franklin Gym. The bids were opened on November 22<sup>nd</sup>. Beckham's Floors was the only bidder, but due to the scope and threshold of the bid, the Town can award this bid without having to re-bid. The replacement will include installing a 4" concrete slab and AccerBase Gym flooring per the specs. Attached is the bid sheet and recommendation letter to award the bid.

Replacement of the gym floor was included in the current budget, but due to unanticipated costs related to the repairs a budget amendment is attached to appropriate funds for the difference between the budgeted amount and the additional costs.

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MANAGER RECOMMENDATION: Award the bid to Beckham's Floors and approve the accompanying budget amendment, as presented.

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BOARD ACTION TAKEN:

## MEMORANDUM

Date: December 4, 2023

To: Maria Stroupe, Town Manager

Thru: Jonathan Newton, Director of Finance

From: Jonathan Newton, Director of Finance

Subject: Motion to award a contract to Beckham's Floors for gym installment at Dennis Franklin Gym. The RFP's were open at 3:00 PM on November <sup>22nd</sup>, 2023. Only one bid was turned in, however; due to the threshold of this bid and the scope, the town can award to the one bidder without having to re-bid. Beckham's Floors will install a 4" concrete slab per specs of the RFP as well and install AccerBase Gym flooring.

Recommendations: We recommend that the Town Board award the contract to Beckham's in the amount of \$94,619.00

  
\_\_\_\_\_  
Jonathan Newton, Finance Director

Beckham's Floors  
P.O. Box 1682  
Gastonia, NC 28053 US  
greg@beckhamsfloors.com



## Estimate

**ADDRESS**

Town of Dallas 210 N. Holland  
St. NC 28034

**SHIP TO**

Town of Dallas 210 N.  
Holland St. NC 28034

**ESTIMATE # 1045**

**DATE 08/30/2023**

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	<b>AacerBase Gym System</b>	Aacerbase gym system with 2 1/4 sd/btr MFMA maple floor installed and finish per spec	1	61,294.00	61,294.00T
11/22/2023	<b>concrete</b>	4" concrete slab install per spec	1	33,325.00	33,325.00T

.....

SUBTOTAL	94,619.00
TAX	6,623.33
<b>TOTAL</b>	<b>\$101,242.33</b>

Accepted By

Accepted Date

**Town of Dallas**  
**Budget Amendment**

Date: December 12, 2023

Action: General Fund Amendment

Purpose: To Appropriate Funds for Gym Floor Installation at Dennis Franklin Gym

Number: REC-003

Fund	Dept	Line Item	Item Description	Original Amount	Amended Amount	Difference
10	5700	7100	Capital Outlay Parks & Courts	\$107,000	\$140,800	\$33,800
10	3999	0000	Fund Balance Appropriated	\$535,172	\$568,972	\$33,800

\_\_\_\_\_  
Approval Signature  
(Town Manager)

# TOWN OF DALLAS, NORTH CAROLINA

## REQUEST FOR BOARD ACTION

DESCRIPTION: Response to Auditors Findings, Recommendations, and Fiscal Matters

AGENDA ITEM NO. 5B

MEETING DATE: 12/12/2023

### BACKGROUND INFORMATION:

As presented by Ms. Thompson of Martin Starnes and Associates, CPA's, P.A., at the Board of Aldermen meeting held on November 14, 2023, the Town had a prior period adjustment for a CDBG deferred revenue and two performance indicators of concern related to ratios in the Water/Sewer and Electric Funds. The first concern being the Water and Sewer Ratio is slightly less than the .50 limit. The second being the Electric Cash Flows are less than zero, which could mean that the Town's rates are not sufficient to cover operations.

This item is being presented for consideration under consent. Approval would simply acknowledge the finding of the auditor that the Town of Dallas has two Financial Performance Indicator of Concerns and one prior period finding.

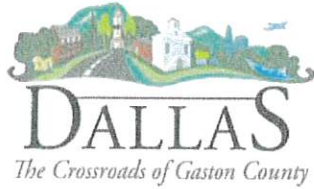
Attached is a letter to be submitted to the Local Government Commission (LGC) outlining the response from the Town.

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MANAGER RECOMMENDATION: Approve the letter with the response to the independent auditors' findings, recommendations, and fiscal matters and that this be transmitted to the LGC, as required.

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BOARD ACTION TAKEN:



## Town of Dallas

210 N HOLLAND STREET – DALLAS, NORTH CAROLINA 28034

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To: Maria Stroupe

From: Jonathan Newton

Date: November 29, 2023

Subject: LGC Response for Financial Indicator of Concern for Fiscal Year  
Ending June 30, 2023

### Background:

State law requires that all municipal governments publish a complete set of financial statements presented in conformity with generally accepted accounting principles and those statements must be audited in accordance with generally accepted auditing standards. The completed audit report was submitted to the Local Government Commission of NC on October 12, 2023

### Review and Comments:

Martin Starnes and Associates, CPA's, P.A. has audited the Town of Dallas' financial statements for the year ending June 30, 2023, The audit firm is required to inform the Governing Board of any financial indicators of concern and/or independent findings noted from the data input sheet submitted to the Local Government Commission along with the filing of the audit report. Ms. Thompson informed the Town's Board of Aldermen of the one prior period adjustment findings and two financial indicators identified in her presentation on November 14<sup>th</sup>, 2023. The Town of Dallas must submit a "Response to the Auditor's Findings, Recommendations and Fiscal Matters" to the LGC within 60 days of the audit presentation.

### Recommendation:

The recommendation from staff is for the Board of Aldermen to acknowledge and sign the required response for fiscal year ending June 30, 2023 in the December 12, 2023 agenda and direct staff to submit the response to the Local Government Commission.

# PERFORMANCE INDICATORS

The self-reported information from your unit's audit report was used to generate the following trends and performance indicators. We have created this Performance Indicator tab to make these indicators available to auditors and local governments when your audit is conducted. If any unit's results are shaded red, the unit must submit a "Response to the Auditor's Findings, Recommendations, and Fiscal Matters" within 60 days from the auditor's board presentation. The response must address all performance indicators shaded in red.

<b>Unit Name:</b>	<b>Dallas</b>	<b>Fiscal Year 2023</b>
<b>Unit Number:</b>	<b>50100</b>	

Explanation of Performance Indicator

In the past, units of government have been grouped by population to evaluate ratios and benchmarking (including Fund Balance Available). Beginning with fiscal year 2020, we have grouped units by General Fund expenditures for purposes of evaluating the minimum amount of fund balance a unit needs to operate. A unit's General Fund expenditures proved to be a better correlation to the amount of funds balance needed to operate, especially for units with large higher education or tourism populations. Activity from Debt Service Funds (if applicable) is included in the calculation because these funds typically originate from the General Fund and are transferred to a Debt Service Fund. The table below lists the thresholds that are used in the analysis of your unit's fiscal health. These thresholds were determined based on an analysis of previous years general fund activity. These thresholds will be monitored and updated as applicable.

Municipalities			
General Fund Expenditures below:	Median FBA as % of Expenditures without Powell Bill	Minimum Thresholds FBA as % of Expenditures	# of Months FBA using Annualized Expenditures
	\$100,000	260%	
\$100,000 to \$999,999	132%	71%	8.52
\$1,000,000 to \$9,999,999	63%	34%	4.08
Above \$10,000,000	46%	25%	3.00

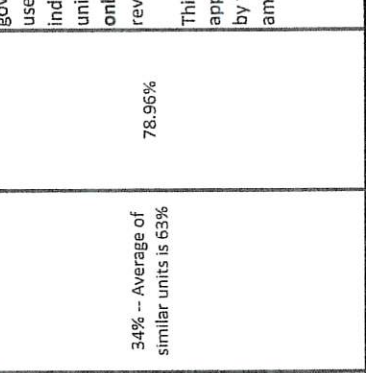
  

Counties			
General Fund Expenditures below:	Median FBA as % of Expenditures without Powell Bill	Minimum Thresholds FBA as % of Expenditures	# of Months FBA using Annualized Expenditures
	Below \$100,000,000	39%	
\$100,000,000 and above	32%	16%	1.92

Units of government are grouped by general fund expenditures for purposes of evaluating available fund balance as a percentage of expenditures (GF FBA%). Each grouping category has its own minimum threshold. If you are in the lower quartile your GF FBA% might be considered a performance indicator of concern and you might be asked to communicate to us. To the left are the minimum thresholds for Municipalities and Counties.

**GENERAL FUND:**  
As of the publication date of this workbook, prior year self-reported numbers may not been received by the LGC staff, please contact LGC staff at [lgcaudit@nctreasurer.com](mailto:lgcaudit@nctreasurer.com) to have the prior year's financial data populated on this worksheet. Please include in email subject "Prior Year Financial Data."

Minimum Threshold      Unit Results

Unit Name:	Dallas		Explanation of Performance Indicator							
Unit Number:	50100									
		Fiscal Year 2023								
	<p data-bbox="178 743 211 1113">Fund Balance Available as a % of Expenditures</p>  <table border="1" data-bbox="211 743 574 1113"> <thead> <tr> <th>Year</th> <th>Fund Balance Available as a % of Expenditures</th> </tr> </thead> <tbody> <tr> <td>2021</td> <td>99.82%</td> </tr> <tr> <td>2022</td> <td>85.77%</td> </tr> <tr> <td>2023</td> <td>78.96%</td> </tr> </tbody> </table>	Year	Fund Balance Available as a % of Expenditures	2021	99.82%	2022	85.77%	2023	78.96%	<p data-bbox="178 743 211 1113">Fund balance available for appropriation is an important reserve for local governments to provide cash flow during periods of declining revenues and to be used for emergencies and unforeseen expenditures. The information to the left indicates the amount of available cash on hand. You will also see the average for units of your size. <b>Note that 8.33% represents enough fund balance to cover only one month of expenditures.</b> Normally, a unit has to either increase revenues or decrease expenditures to increase fund balance available.</p> <p data-bbox="211 743 243 1113">This calculation looks at fund balance available plus debt service fund balance (if applicable) less Powell Bill restricted fund balance. This number is then divided by the total of total expenditures plus transfers out less bond proceeds and less amount expended for Powell Bill Expenditures.</p>
Year	Fund Balance Available as a % of Expenditures									
2021	99.82%									
2022	85.77%									
2023	78.96%									
1.	34% -- Average of similar units is 63%	78.96%								



	Unit Name: Unit Number:	Dallas 50100	Fiscal Year 2023		Explanation of Performance Indicator
			Minimum Threshold	Unit Results	
2.	<p>GENERAL FUND:</p> <p>There was appropriated fund balance for the General Fund in the 2023 budget AND your change in fund balance was negative. Please state if fund balance was used for operations or capital purposes in account 590 on the Unit Data from Audit Worksheet.</p>		Positive Change in Fund Balance	N/A	<p>If the General Fund has more expenditures than revenues because of operational issues and fund balance was appropriated to cover the loss, the continuation of this practice could result in deterioration of a unit's fund balance available.</p>
3.	<p>The General Fund had total fund balance less than zero - Fund Deficit</p>		Positive Fund Balance	\$4,045,637	<p>The General Fund has a fund deficit which means that the unit's revenues and other receipts are inadequate to support its operations. G.S. 159 13(b)(2) requires that the board fund the full amount of a prior fiscal year's deficit in the current fiscal year's budget. Therefore, this deficit should have been funded immediately after the June 30, fiscal year-end. The law requires such action be taken to stop any further deterioration of the overall financial condition of the fund. Please let us know if the deficit was funded in the budget, and what actions the unit plans to take to bring the general fund balance up to an acceptable level.</p>

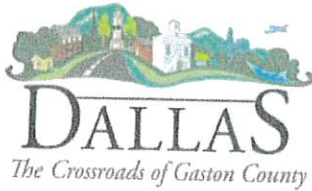
	Unit Name: Dallas		Fiscal Year 2023		Explanation of Performance Indicator								
	Unit Number: 50100		Minimum Threshold	Unit Results									
4.	<p>WATER SEWER FUND: As of the publication date of this workbook, prior year self-reported numbers may not be received by the LGC staff, please contact LGC staff at lgcaudit@nctreasurer.com to have the prior year's financial data populated on this worksheet. Please include in email subject "Prior Year Financial Data."</p> <p><b>Quick Ratio-Water and Sewer</b></p> <table border="1"> <caption>Quick Ratio-Water and Sewer Data</caption> <thead> <tr> <th>Year</th> <th>Quick Ratio</th> </tr> </thead> <tbody> <tr> <td>2021</td> <td>10.55</td> </tr> <tr> <td>2022</td> <td>12.01</td> </tr> <tr> <td>2023</td> <td>7.24</td> </tr> </tbody> </table>		Year	Quick Ratio	2021	10.55	2022	12.01	2023	7.24	Equal or greater than 1	7.24	Note: If more than one performance indicator is identified, one proposed solution may solve all water and sewer performance indicators.  A Quick Ratio less than 1 indicates that the unit owes more for its current bills than what it has on hand in unrestricted cash and investments plus what is owed from customers (accounts receivable). This could indicate that the fund may have difficulty paying its current bills. If this pattern continues, the water and/or sewer system may not be sustainable.
Year	Quick Ratio												
2021	10.55												
2022	12.01												
2023	7.24												
5.	<p>Cash Flow Indicators:</p> <table border="1"> <thead> <tr> <th>Indicator</th> <th>2021</th> <th>2022</th> <th>2023</th> </tr> </thead> <tbody> <tr> <td>Operating Net Income (Loss) excluding depreciation, including debt service principal and interest</td> <td>\$415,945</td> <td>\$430,737</td> <td>\$309,119</td> </tr> </tbody> </table>		Indicator	2021	2022	2023	Operating Net Income (Loss) excluding depreciation, including debt service principal and interest	\$415,945	\$430,737	\$309,119	Minimum Threshold	Unit Results	This calculation subtracts operating expenses from operating revenues. Depreciation expense is not included in the calculation but debt principal and interest payments are included. A negative balance indicates that your rates are not covering your operating expenses and debt service payments.
Indicator	2021	2022	2023										
Operating Net Income (Loss) excluding depreciation, including debt service principal and interest	\$415,945	\$430,737	\$309,119										
6.	<p>Unrestricted cash /total expenses excluding depreciation, including debt service principal</p> <table border="1"> <thead> <tr> <th>Year</th> <th>Ratio</th> </tr> </thead> <tbody> <tr> <td>2021</td> <td>82.85%</td> </tr> <tr> <td>2022</td> <td>86.26%</td> </tr> <tr> <td>2023</td> <td>98.32%</td> </tr> </tbody> </table>		Year	Ratio	2021	82.85%	2022	86.26%	2023	98.32%	Greater than zero	\$309,119	This indicator calculates how many month's worth of expenses (including debt principal but not depreciation) a unit can pay based on the amount of unrestricted cash at year-end. The typical billing cycle is one month (8.33%) and one extra month usually gives a local government enough cash to handle unusual monthly expenses (16.66%). This 16% would be the bare minimum necessary to keep the fund from experiencing cash flow issues.
Year	Ratio												
2021	82.85%												
2022	86.26%												
2023	98.32%												
7.	<p>It appears your Water Sewer Fund has transfers-in for the support of operations that are greater than 3% of the total of operating and non-operating expenses. Please discuss the purpose of such transfers-in and if you plan to continue these transfers-in.</p>			No	The rate structure of the Water and Sewer Fund should support the operating expenses of the fund without operating subsidies or transfers from other funds.								
8.	<p>Water and Sewer Capital Assets Condition Ratio</p> <table border="1"> <thead> <tr> <th>Year</th> <th>Ratio</th> </tr> </thead> <tbody> <tr> <td>2021</td> <td>0.49</td> </tr> <tr> <td>2022</td> <td>0.47</td> </tr> <tr> <td>2023</td> <td>0.47</td> </tr> </tbody> </table>		Year	Ratio	2021	0.49	2022	0.47	2023	0.47	Remaining useful life of asset greater than or equal to 0.50	0.47	This capital assets condition ratio formula calculates the remaining useful life. A remaining useful asset value less than 0.50 may signal the need to replace the assets in the near future.
Year	Ratio												
2021	0.49												
2022	0.47												
2023	0.47												

Unit Name:		Dallas		Fiscal Year 2023		Explanation of Performance Indicator							
Unit Number:		50100		Minimum Threshold	Unit Results								
9	<p><b>ELECTRIC FUND:</b> As of the publication date of this workbook, prior year self-reported numbers may not be received by the LGC staff, please contact LGC staff at lgcaudit@nctreasurer.com to have the prior year's financial data populated on this worksheet. Please include in email subject "Prior Year Financial Data."</p> <p><b>Quick Ratio-Electric</b></p> <table border="1"> <caption>Quick Ratio-Electric Data</caption> <thead> <tr> <th>Year</th> <th>Quick Ratio</th> </tr> </thead> <tbody> <tr> <td>2021</td> <td>64.47</td> </tr> <tr> <td>2022</td> <td>10.88</td> </tr> <tr> <td>2023</td> <td>5.58</td> </tr> </tbody> </table>		Year	Quick Ratio	2021	64.47	2022	10.88	2023	5.58	Equal or greater than 1	5.58	<p>Note: if more than one performance indicator is identified, one proposed solution may solve all electric performance indicators.</p> <p>A Quick Ratio less than 1 indicates that the unit owes more for its current bills than what it has on hand in unrestricted cash and investments plus what is owed from customers (accounts receivable). This could indicate that the fund may have difficulty paying its current bills. If this pattern continues, the electric system may not be sustainable.</p>
Year	Quick Ratio												
2021	64.47												
2022	10.88												
2023	5.58												
10	<p><b>Cash Flow Indicators:</b></p> <table border="1"> <thead> <tr> <th>Indicator</th> <th>2021</th> <th>2022</th> <th>2023</th> </tr> </thead> <tbody> <tr> <td>Operating Net Income (Loss) excluding depreciation, including debt service principal and interest</td> <td>\$2,057,419</td> <td>\$2,153,837</td> <td>(\$69,463)</td> </tr> </tbody> </table>		Indicator	2021	2022	2023	Operating Net Income (Loss) excluding depreciation, including debt service principal and interest	\$2,057,419	\$2,153,837	(\$69,463)	Greater than zero	(\$69,463)	<p>This calculation subtracts operating expenses from operating revenues. Depreciation expense is not included in the calculation but debt principal and interest payments are included. A negative balance indicates that your rates are not covering your operating expenses.</p> <p>This indicator calculates how many month's worth of expenses (including debt principal but not depreciation) a unit can pay based on the amount of unrestricted cash at year-end. The typical billing cycle is one month (8.33%) and one extra month usually gives a local government enough cash to handle unusual monthly expenses (16.66%). This 16% would be the bare minimum necessary to keep the fund from experiencing cash flow issues.</p>
Indicator	2021	2022	2023										
Operating Net Income (Loss) excluding depreciation, including debt service principal and interest	\$2,057,419	\$2,153,837	(\$69,463)										
11	<table border="1"> <thead> <tr> <th>Indicator</th> <th>2021</th> <th>2022</th> <th>2023</th> </tr> </thead> <tbody> <tr> <td>Unrestricted cash /total expenses excluding depreciation, including debt service principal</td> <td>57.43%</td> <td>67.45%</td> <td>53.14%</td> </tr> </tbody> </table>		Indicator	2021	2022	2023	Unrestricted cash /total expenses excluding depreciation, including debt service principal	57.43%	67.45%	53.14%	Greater than 16% (2 months)	53.14%	
Indicator	2021	2022	2023										
Unrestricted cash /total expenses excluding depreciation, including debt service principal	57.43%	67.45%	53.14%										

Unit Name: Dallas		Fiscal Year 2023		Explanation of Performance Indicator
Unit Number: 50100		Target		
GENERAL PERFORMANCE INDICATORS:				
	2023	Target	Response Not Required	
12	1/0/1900			As stewards of the public's resources, the governing body is responsible for ensuring that the audited financial statements are available to the public in a timely manner. External groups such as the North Carolina General Assembly, federal and State agencies that provide funding, and other public associations need current financial information about your local government as well.
13	0.27%	Less than 3%	0.27%	This indicator shows that the local government did not collect 3% (or more) of its budgeted ad valorem taxes. This could be an indicator of negative economic events, inaccurate budgeting, and/or issues with the collection process. Uncollected revenues at the 3% level represent several pennies of the tax rate.
14	N/A	Any estimated decrease	N/A	You indicated that you expect a decrease in property value for your next property revaluation which could result in lost tax revenue.
15	No	No over-expenditures	No	The unit has expenditures that exceed the legal budget ordinance. This indicates that the unit's purchase order system, contract approval process and / or payment process is not in compliance with North Carolina General Statute 159.
16	Yes		Yes	This indicator identifies whether the unit has any material weaknesses, significant deficiencies, management letter comments or items identified on the <i>TD Info Completed by Auditor tab</i> including 1055, 1056, 1058, 955 and 957, that require a response.
17	Yes		Yes	The indicator is to determine if any time during the fiscal year, the unit was without a board-appointed finance officer.

Unit Name:		Dallas		Fiscal Year 2023	Explanation of Performance Indicator
Unit Number:		50100			
18	Was the finance officer or interim finance officer bonded pursuant to G.S. 159-29 which requires that the finance officer give a true accounting and faithful performance bond in an amount not less than the greater of (1) \$50,000 or (2) an amount equal to 10% of the unit's annually budgeted funds, up to \$1,000,000? (Yes or No)	Yes	Yes		The indicator is to determine if at any time during the fiscal year, the unit was without a bonded, board-appointed finance officer as required by G.S. 159-29.

Unit Name: Dallas		Fiscal Year 2023		Explanation of Performance Indicator	
Unit Number: 50100		Target			
GENERAL PERFORMANCE INDICATORS:					
19	The unit had problems with debt service payments being late and/or did not comply with the bond covenants.	2023	No	No	This indicator advises whether or not the unit has issues with debt service payments or bond covenants.
20	Electric transfers-out have exceeded the amounts described in GS 159B-39. If your unit is a member of the North Carolina Eastern Municipal Power Agency it appears you have violated the GS. OR If you are not a member of the Eastern Municipal Power Agency it appears that you have violated your unit's transfer policy.	2023	No	No	This indicator advises if there were electric transfers in violation of G.S. 159B-39 or in violation of the unit's transfer policy.
21	Are there additional issues the unit should address that affect the fiscal health or internal controls of the unit that were communicated to the unit during the audit presentation? Please include details of the issue in cell J46 to the right and in your FPIC Response.	2023	No	No	This indicator advises if any other issues that the unit should address in the FPIC response letter.



## Town of Dallas

210 N HOLLAND STREET – DALLAS, NORTH CAROLINA 28034

### RESPONSE TO THE INDEPENDENT AUDITOR'S FINDINGS, RECOMMENDATIONS, AND FISCAL MATTERS

For Fiscal Year 6/30/2023, the Town of Dallas had one prior period adjustment finding and two (2) Financial Performance Indicators of Concern.

#### Audit Finding: Prior Period Adjustment-

Finding: 2023-01: Prior Period Adjustment- During the year ended June 30, 2023, management determined that the \$230,000 corpus of a CDBG loan program grant should not be deferred but should have been reported as revenue and included in fund balance under current GAAP guidance. A prior period adjustment was required to accurately report the fund balance/net position of the Town as of June 30, 2022.

Corrective Action: The Town will apply updated guidance as accounting standards and practices change. Staff involved in the oversight of the financial reporting process will continue to obtain training and education related to governmental accounting. To be completed immediately and ongoing

#### Financial Performance Indicators of Concern:

Water and Sewer Fund- Capital Asset Condition Ratio

Indicator: Water and Sewer Fund: Capital Asset Condition Ratio below .50

The Town of Dallas as completed an Asset Inventory project for our Water Lines two years ago and are currently in the process of an Asset Inventory for our Sewer Lines. Once this study is complete, the Town will put together a capital project plan to address older infrastructure needs as well and financing options for these projects.

Electric Fund: Cash Flow indicator

Indicator: Cash flow indicator for the Electric Fund

Condition: Operating Net Loss excluding depreciation, including debt service principal and interest

This calculation subtracts operating expenses from operating revenues. A negative balance indicates that rates are not sufficient for covering operating expenses and debt service

annual Duke True Up expense is shown in this calculation but not included in the revenue was the transfer from the Rate Stabilization fund in the amount of \$750,000 to cover for the June Duke True Up payment.

We, the undersigned, are aware of the Financial Performance Indicators of Concern and the Prior Period Adjustment.

Mayor: Richard Coleman \_\_\_\_\_

Mayor Pro Tempore: Jerry Cearley \_\_\_\_\_

Aldermen: Sam Martin \_\_\_\_\_

Aldermen: Darlene Morrow \_\_\_\_\_

Aldermen: Frank Milton \_\_\_\_\_

Aldermen: E. Hoyle Withers \_\_\_\_\_

Town Manager: Maria Stroupe \_\_\_\_\_

Director of Finance: Jonathan Newton \_\_\_\_\_

Date: \_\_\_\_\_



# TOWN OF DALLAS, NORTH CAROLINA

## REQUEST FOR BOARD ACTION

DESCRIPTION: Little Long Creek Preliminary Plat

AGENDA ITEM NO. 7A

MEETING DATE: 12/12/2023

### BACKGROUND INFORMATION:

Urban Design Partners has submitted a preliminary plat application for the Little Long Creek Major Subdivision. Staff has reviewed both the civil sets and this plat submittal and it meets the standards of the code, as well as the conditions and allowances established in the Conditional District zoning approved on 11/9/2021. The Planning Board reviewed the preliminary plat application at their 11/16/2023 meeting and voted to send a recommendation to approve to the Board of Aldermen. No changes were made to the plat since the November 28<sup>th</sup> Work Session, where the plat was reviewed.

Attached is supporting documentation, including the preliminary plat checklist and submitted plat.

---

MANAGER RECOMMENDATION: Approve the preliminary plat, as presented.

---

BOARD ACTION TAKEN:

## Subdivision Permit Application

Permit Number: \_\_\_\_\_

<b>Subdivision Type</b>
<input type="checkbox"/> Exempt <input type="checkbox"/> Minor <input checked="" type="checkbox"/> Major

<b>Subdivision Details</b>
Total Area: <u>170.56 ac</u> Lots Proposed: <u>520</u>

<b>Applicant Name:</b> <u>LGI Homes, Inc.</u>	<b>Owner Name:</b> <u>LGI Homes NC, LLC.</u>
Mailing Address: <u>3037 Sherman Drive</u> <u>Lancaster, SC 29720</u>	Mailing Address: <u>1450 Lake Robbins Drive, Ste 430</u> <u>The Woodlands, TX 77380</u> Phone
No.: <u>704-634-0644</u>	Phone No.: <u>704-634-0644</u>
Relationship of Applicant to Owner: <u>Property Developer</u> Contact Email: <u>melissa.burklin@lgihomes.com</u>	

<b>Property Information</b> – Additional Information may be attached when more than one parcel.	
Location: <u>Dallas High Shoals Hwy, Town of Dallas</u> Tax Parcel ID No.: <u>306545</u>	
Existing Zoning: <u>R-5(CD)</u>	Water: <input type="checkbox"/> Well <input checked="" type="checkbox"/> Public
Lot Length: _____ Width: _____	Sewer: <input type="checkbox"/> Septic <input checked="" type="checkbox"/> Public

<b>Dimensional Requirements:</b>		
	Required	Proposed
Lot Area:	<u>5,940 sf</u>	<u>5,940 sf</u>
Side Yard (L):	<u>8'</u>	<u>8'</u>
Side Yard (R):	<u>8'</u>	<u>8'</u>
Front Setback:	<u>25'</u>	<u>25'</u>
Rear Setback:	<u>25'</u>	<u>25'</u>
Width @Bldg. Line:	<u>54' &amp; 64'</u>	<u>54' &amp; 64'</u>
Parking Spaces:	_____	_____
Building Height:	<u>35'</u>	<u>35'</u>

<b>Comments:</b>
<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>

<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	<input type="checkbox"/> Approved with Conditions
<hr/> <hr/>		
Development Services Director	DATE	



**152.058 INFORMATION TO BE CONTAINED IN OR DEPICTED ON PRELIMINARY AND FINAL PLATS**

<i>Information</i>	<i>Preliminary Plat MAJOR SUBDIVISIONS ONLY</i>	<i>Final Plat</i>	<i>Shown?</i>
Title block containing: -Subdivision name ✓ -Name of subdivider ✓ -Location (including township, block numbers as shown on the county index map, county and state) ✓ -Date or dates survey was conducted and plat prepared	Yes	Yes	✓
-A bar graph, scale and north arrow	Yes	Yes	✓
-Name, address, registration number and seal of the registered land surveyor and/or professional engineer who drew the plat	Yes	Yes	✓
-A sketch vicinity map with north arrow showing the relationship between the proposed subdivision and surrounding area	Yes	Yes	✓
-Corporate limits and subdivision jurisdiction lines if on the subdivision tract	Yes	Yes	✓
-The boundaries of the tract or portion thereof to be subdivided, distinctly and accurately represented with all bearing and distances shown	Yes	No	✓
-The exact boundary lines of the tract to be subdivided, fully dimensioned by lengths and bearings, and the location of existing boundary lines of adjoining lands	No	Yes	N/A
-The names of owners of adjoining properties	Yes	Yes	✓
-The names of any adjoining subdivisions of record or proposed and under review	Yes	Yes	✓
-Minimum building setback lines	Yes	Yes	✓
-The zoning classifications, if any, of the tract to be subdivided and adjoining properties	Yes	Yes	✓
-Existing buildings, or other structures, watercourses, railroads, bridges, culverts, cemetery plots, storm drains, both on the land to be subdivided and land immediately adjoining	Yes	Yes	✓
-Proposed lot lines, lot and block numbers, and appropriate dimensions of each lot	Yes	Yes	✓
-The lots numbered consecutively throughout the subdivision with exact dimensions and areas	Yes	Yes	✓
- Marshes, swamps, rock outcrops, ponds or lakes, streams or stream beds and any other natural features affecting the site	Yes	Yes	✓
-The exact location of any flood hazard area, floodway and floodway fringe areas from the county's FEMA maps, if applicable	Yes	Yes	✓
The following data concerning streets: -Proposed streets ✓ -Existing and platted streets on adjoining properties and in the proposed subdivision ✓ -Street rights-of-way, locations and dimensions ✓ -Pavement widths ✓ -Approximate grades -Design engineering data for all corners and curves ✓ -Typical road cross sections ✓ -Street names ✓	Yes	Yes	✓
-Type of streets dedication; all streets must be designated either "public" or "private". Where public streets are involved which will not be dedicated to the town, the subdivider must submit the following documents to the State Department of Transportation District Highway Office (NCDOT) for review: > a complete site layout, including any future expansion anticipated > horizontal alignment indicating general curve data on site layout plan > vertical alignment indicated by percent grade and vertical curve length on site plan layout > typical section indicating the pavement design and width and the slopes, widths and details for either the curb and gutter or the shoulder and ditch proposed > drainage facilities and drainage areas	Yes	Yes	✓
-Subdivision street disclosure statement indicating: if streets are public or private; and if private, who will maintain private streets in subdivision, and also that all lots will have right of access to any private street in the subdivision	No	Yes	N/A
-Where streets are dedicated to the public, but not accepted by NCDOT before lots are sold, a statement explaining the status of the street in accordance with § 152.074	No	Yes	N/A

-If any road is proposed to intersect with a state-maintained road, the subdivider shall apply for driveway approval as required by NCDOT's <i>Manual on Driveway Regulations</i>	No	Yes	N/A
The location and dimensions of all: -Utilities and other easements -Parks and recreation areas with specific type indicated -School sites (both existing and proposed) -Areas and/or lots to be used for purposes other than residential with the purpose of each stated -Street lights -Street trees	Yes	Yes	✓
-The future ownership (dedication or reservation for public use to governmental body, for owners to duly constituted homeowners' association, or for tenants remaining in subdivider's ownership) of recreation and open space lands	Yes	Yes	✓
Site calculations including: -Acreage in total tract to be subdivided and area in each lot -Total number of lots created -Linear feet of streets in subdivision	Yes	Yes	✓
-The name and location of any property or buildings within the proposed subdivision or within any contiguous property that is located on the U.S. Department of Interiors National Register of Historic Places	Yes	Yes	—
-Sufficient engineering data to determine readily and reproduce on the ground every straight or curved line, street line, lot line, right-of-way line, easement line and setback line, including dimensions, bearings or deflection angles, radii, central angles and tangent distance for the center line of curved property lines that are not the boundary lines of curved streets. All dimensions shall be measured to the nearest one hundredth of a foot and all angles to the nearest minute	No	Yes	N/A
-The accurate locations and descriptions of all survey monuments, markers and control points	No	Yes	N/A
-A copy of the erosion control plan submitted to the State Department of Natural Resources and Community Development for approval, (if applicable)	Yes	No	—
-A topographic map with contour intervals of no greater than five feet at a scale of no less than one inch equals 200 feet, (if applicable)	Yes	No	✓
-A copy of the County Health Department's Soil Site Evaluation of the subdivision, (if applicable)	Yes	No	—
-Any additional information required as a result of changes in federal, state or local ordinances	Yes	Yes	—
-Septic tank disclosure statement (per § 152.075)	No	Yes	N/A











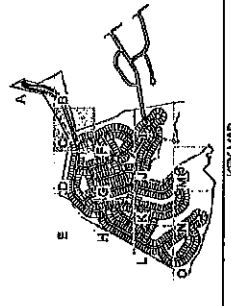
31/07/2002  
 3027 Sherman Blvd  
 Lodi, CA 95240  
 LGI Homes, Inc.

Site Plan - C  
 3907 Dallas High School Hwy, Dublin, CA 94568

DATE	BY	REVISION

Project No: 24016  
 Date: 11/27/2002  
 Designed By: MJP  
 Checked By: MJP  
 Sheet No:

C-3.3



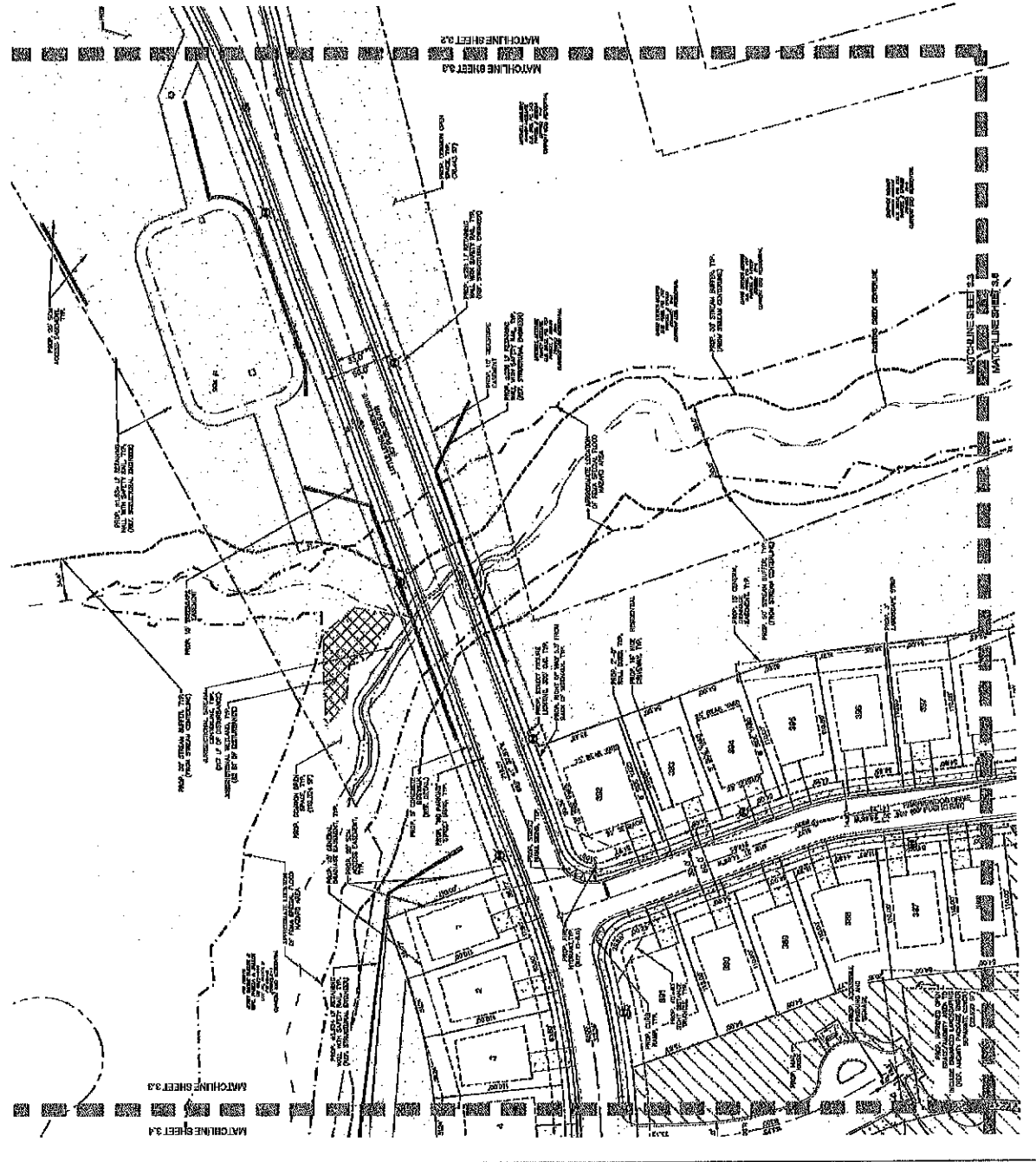
**WETLANDS LEGEND:**  
 1. POTENTIAL WETLANDS  
 2. EXISTING WETLANDS  
 3. WETLANDS TO BE RESTORED  
 4. WETLANDS TO BE PRESERVED  
 5. WETLANDS TO BE DELETED

**HATCH LEGEND:**  
 1. GENERAL OVERLAP  
 2. IMPROVED WITH STIPPLE  
 3. AGENCY USE



BEFORE YOU DIG  
 CALL OR CALL 1-800-485-5889  
 FOR A FREE COPY OF THE  
 UTILITY LOCATION MAP  
 FOR THE AREA

GRAPHIC SCALE  
 1" = 40' = 13.1m



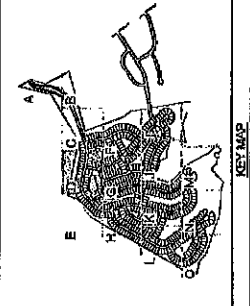


L&L Homes, Inc.  
 2027 Glenn Drive  
 Lubbock, TX 79420

Little Long Creek SF  
 Site Plan - D  
 3507 Dallas High Shoals Hwy, Dallas, TX 75294

Project No: 21045  
 Date: 11/12/2023  
 Designed By: LSP  
 Checked By: LSP  
 Sheet No:

C-3.4



**WETLANDS LEGEND:**

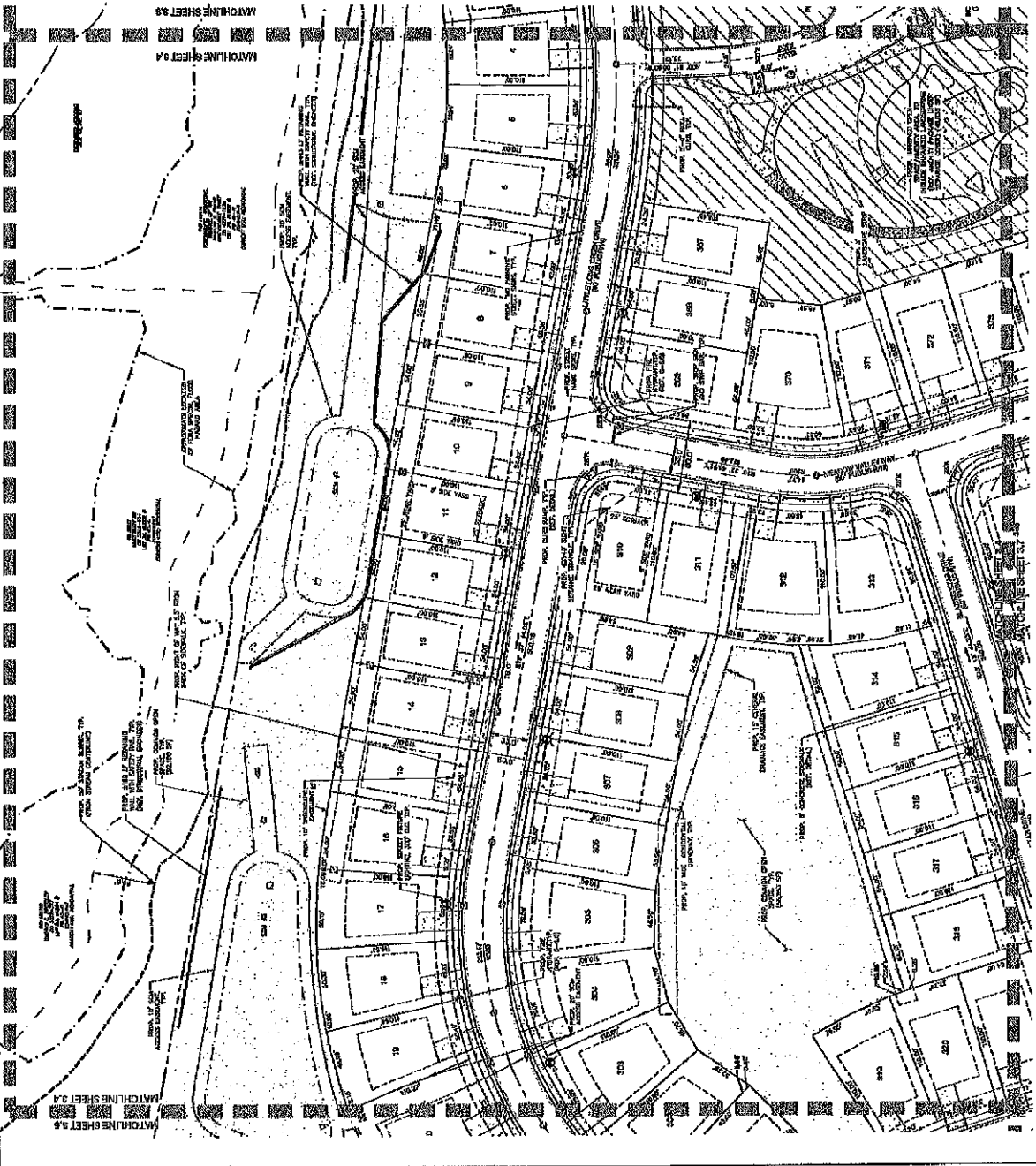
WETLANDS JURISDICTIONAL WETLAND  
 WITH AVERAGE OR HIGHER FLOOD FREQUENCY  
 AND AVERAGE OR HIGHER FLOOD PERSISTENCE  
 WETLANDS WITH AVERAGE OR HIGHER FLOOD PERSISTENCE

**HATCH LEGEND:**

EXISTING OPEN SPACE  
 EXISTING OPEN SPACE  
 EXISTING OPEN SPACE

CALL US TODAY FOR ALL YOUR CONCRETE NEEDS

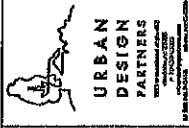
**GRAPHIC SCALE**  
 1" = 40'-0"



MATCHLINE SHEET 34  
 MATCHLINE SHEET 34







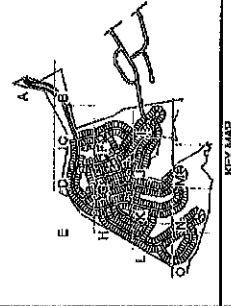
807 Sherman Blvd  
Lenoir, NC 28750  
LGI Homes, Inc.

Site Plan - G  
8807 Dulles High Shoals Hwy, Dulles, NC 28034  
Little Long Creek SF

NO.	DATE	BY	REVISIONS
01	11/17/23	LEP	AS SHOWN ON EXHIBIT A
02	11/17/23	LEP	AS SHOWN ON EXHIBIT A

Project No: 23-010  
Date: 11/17/23  
Designed By: LEP  
Checked By: BTP  
Sheet No: C-3.7

C-3.7



**WETLANDS LEGEND**

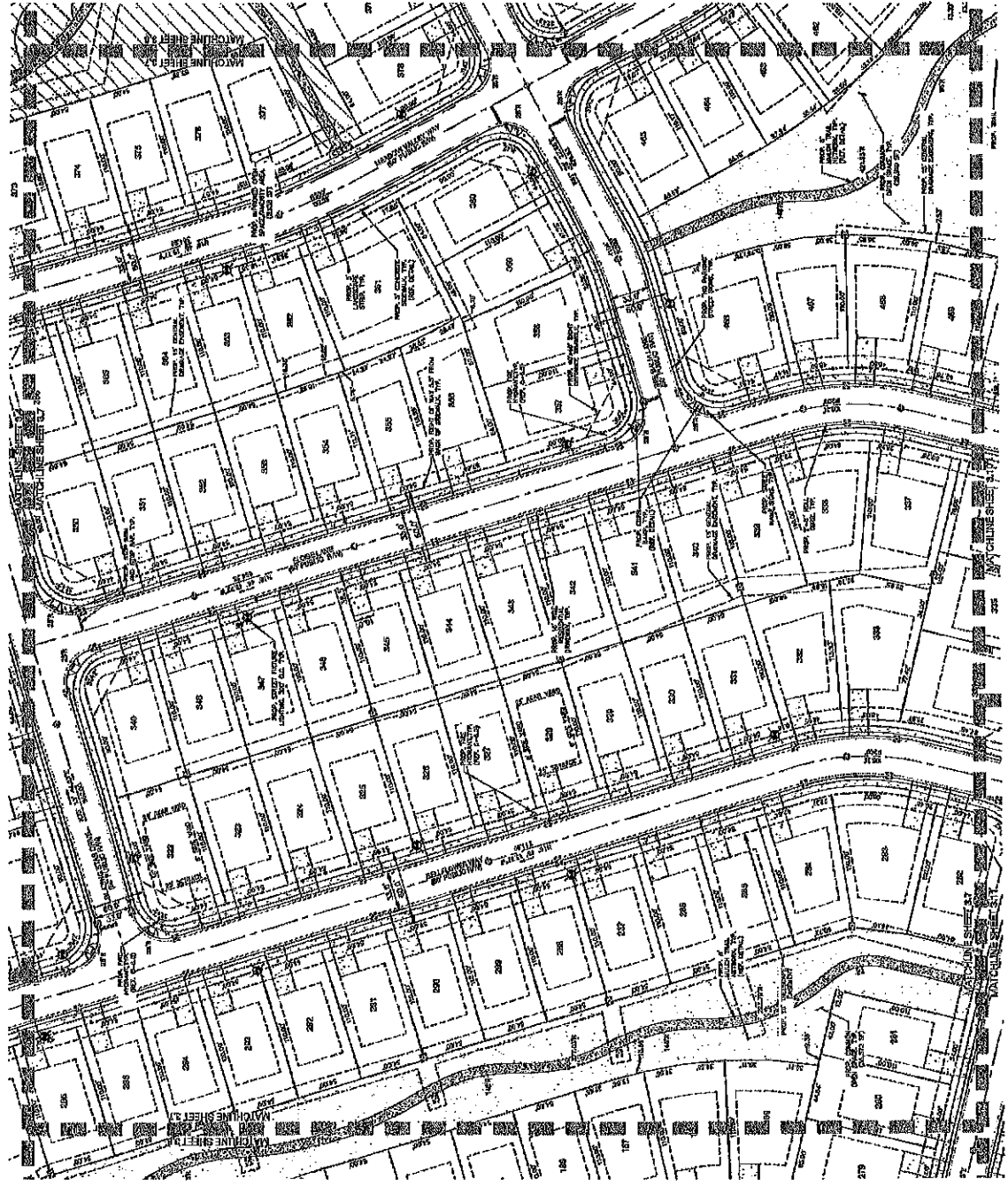
UNDESIGNATED WETLAND  
DESIGNATED WETLANDS (PER 15A NCAC 02C .0101) (PER 15A NCAC 02C .0102) (PER 15A NCAC 02C .0103) (PER 15A NCAC 02C .0104) (PER 15A NCAC 02C .0105) (PER 15A NCAC 02C .0106) (PER 15A NCAC 02C .0107) (PER 15A NCAC 02C .0108) (PER 15A NCAC 02C .0109) (PER 15A NCAC 02C .0110) (PER 15A NCAC 02C .0111) (PER 15A NCAC 02C .0112) (PER 15A NCAC 02C .0113) (PER 15A NCAC 02C .0114) (PER 15A NCAC 02C .0115) (PER 15A NCAC 02C .0116) (PER 15A NCAC 02C .0117) (PER 15A NCAC 02C .0118) (PER 15A NCAC 02C .0119) (PER 15A NCAC 02C .0120)

**HATCH LEGEND**

COASTAL CUTSHORELINE  
WETLANDS WITH SHALLOWS  
WETLANDS WITH DEEPER WATER



GRAPHIC SCALE  
1" = 400'





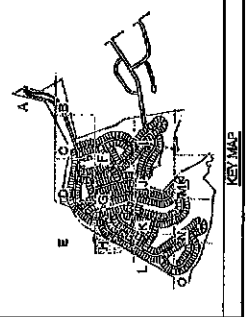
LGL Homes, Inc.  
3027 Elmwood Drive  
Lynchburg, VA 24502

Little Long Creek SF  
Site Plan - H  
3807 Dulles High Bridge Hwy, Dulles, VA 20884

NO. DATE	BY	REVISIONS

Project No: 3807  
Date: 11/17/2022  
Designed By: LCP  
Checked By: LCP  
Sheet No: C-3.8

C-3.8

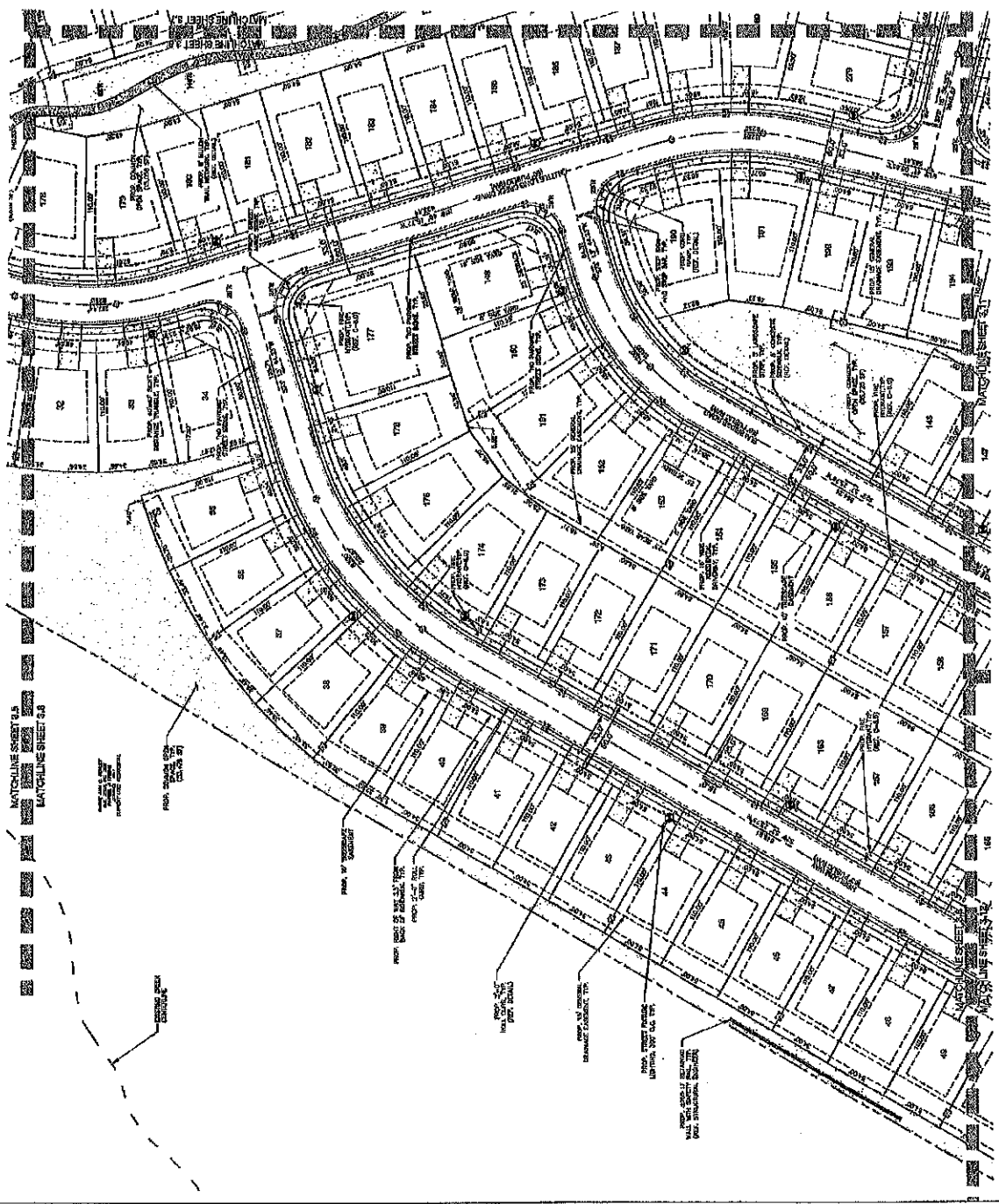


**VEGETATION LEGEND:**  
 EXISTING VEGETATION  
 ADDITIONAL PLANTINGS  
 ALL ADDITIONAL PLANTINGS SHALL BE INSTALLED BY THE CONTRACTOR AND MAINTAINED THROUGHOUT THE CONSTRUCTION PERIOD AND FOR A MINIMUM OF ONE YEAR AFTER COMPLETION.

**HATCH LEGEND:**  
 CHAMBER OF COMMERCE  
 IMPROVED CIRCULATION  
 ANCILLARY AREA



GRAPHIC SCALE  
 1" = 40'-0"





LEI Homes, Inc.  
 3037 Swinton Drive  
 Lenoir, NC 28750

Little Long Creek SF  
 Site Plan - I  
 3007 Dutton High School Hwy, Dotts, NC 28034

NO.	DATE	BY	REVISIONS
01	11.13.13	WJ	LAND DEVELOPMENT SUBMITTAL #1
02	11.13.13	WJ	LAND DEVELOPMENT SUBMITTAL #2

Project No: 2-2015  
 Date: 11.17.2013  
 Designed by: WJ  
 Checked by: WJ  
 Sheet No: C-3.9

C-3.9

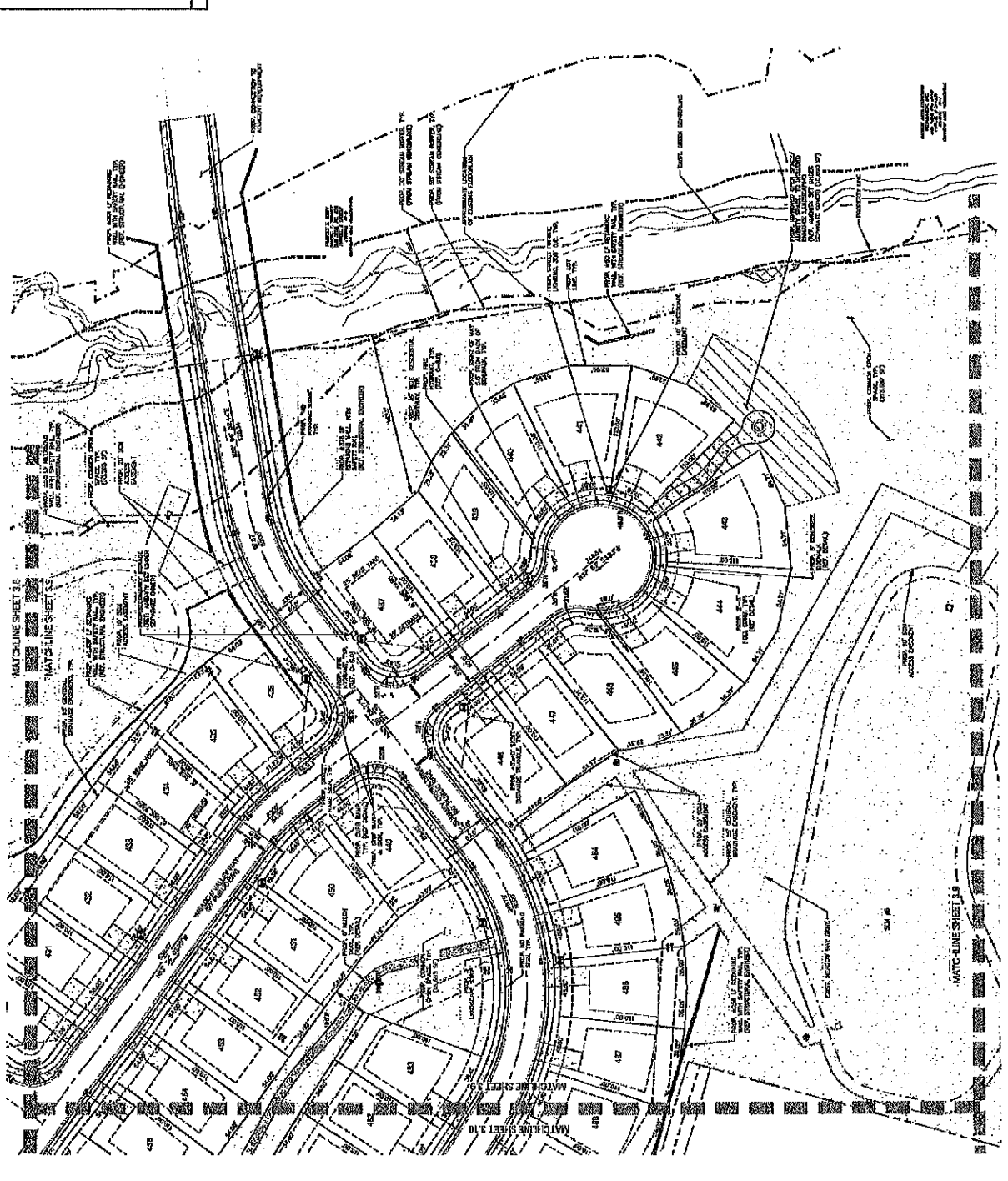


**WETLANDS LEGEND**  
 JURISDICTIONAL WETLAND  
 UNDESIGNATED WETLANDS (PERMANENT OR INTERMITTENT)  
 UNDESIGNATED WETLANDS (PERMANENT OR INTERMITTENT)  
 UNDESIGNATED WETLANDS (PERMANENT OR INTERMITTENT)  
 UNDESIGNATED WETLANDS (PERMANENT OR INTERMITTENT)

**HATCH LEGEND**  
 CHANNEL OPENSPACE  
 IMPROVED OPEN SPACE  
 MARKET YARD



118  
 118 COMMUNITY DEVELOPMENT  
 118 COMMUNITY DEVELOPMENT  
 118 COMMUNITY DEVELOPMENT  
 118 COMMUNITY DEVELOPMENT







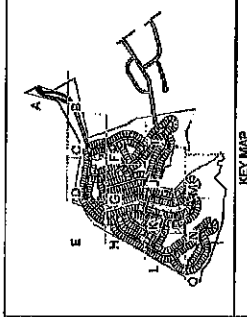


LCI Homes, Inc.  
3033 Sherman Drive  
Charlotte, NC 28204  
10/27/2024

Little Long Creek SF  
Site Plan - K  
2807 Dulles High Shields Hwy, Dulles, NC 28034

Project No: 24-078  
Date: 11/1/2024  
Designed by: LDP  
Checked by: LDP  
Sheet No: C-3.11

C-3.11



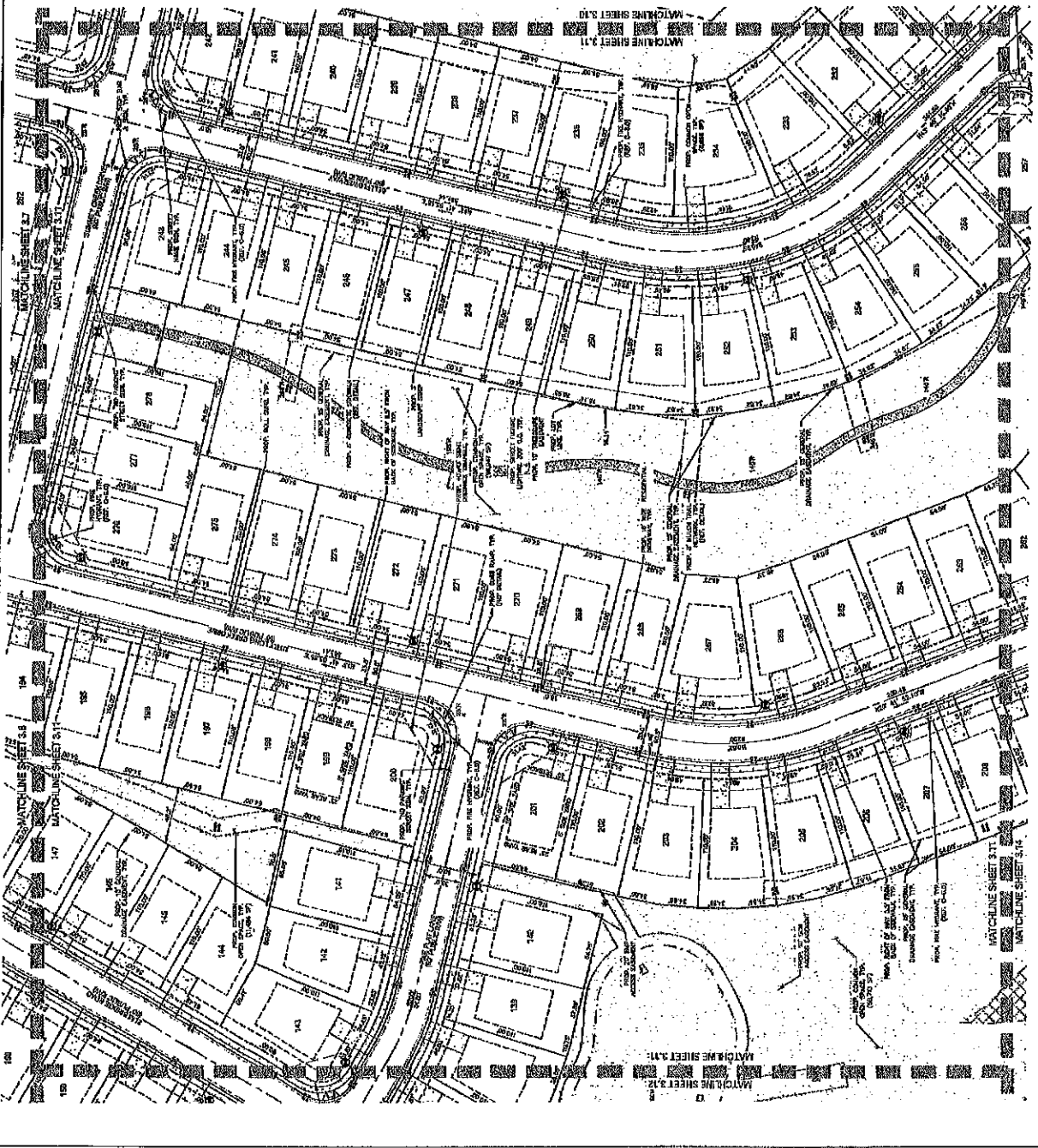
**WETLANDS LEGEND:**  
UNSATURATED WETLAND  
SATURATED WETLAND  
WETLANDS ARE SHOWN IN ACCORDANCE WITH THE NATIONAL WETLANDS DATA REPORTING ACT (NWDRA) AND THE FEDERAL AGENCY OPERATIONAL MANUAL FOR THE NATIONAL WETLANDS DATA REPORTING ACT (FOW).  
WETLANDS ARE CLASSIFIED AS FOLLOWS:

**MATCH LEGEND:**  
COMMON OPEN SPACE  
UNIMPROVED OPEN SPACE  
AUTUMN AREA



BEFORE YOU BEGIN  
CALL OR VISIT  
L18 CONSULTING  
118 THE LAM

GRAPHIC SCALE  
1" = 40' @ 10"





LCI Homes, Inc.  
 2027 Sherman Blvd  
 Lenoir, NC 28750

Little Long Creek SF  
 Site Plan - L  
 2027 Dimes High Shoals Hwy, Dales, NC 28024

NO. OF SHEETS	11
NO. OF SHEETS USED	11
DATE	11/12/2022
PROJECT NO.	21-018
DESIGNED BY	UDP
CHECKED BY	UDP
SHEET NO.	C-3-12

Project No: 21-018  
 Date: 11/12/2022  
 Designed By: UDP  
 Checked By: UDP  
 Sheet No: C-3-12

C-3-12



INSET MAP

**WETLANDS LEGEND**

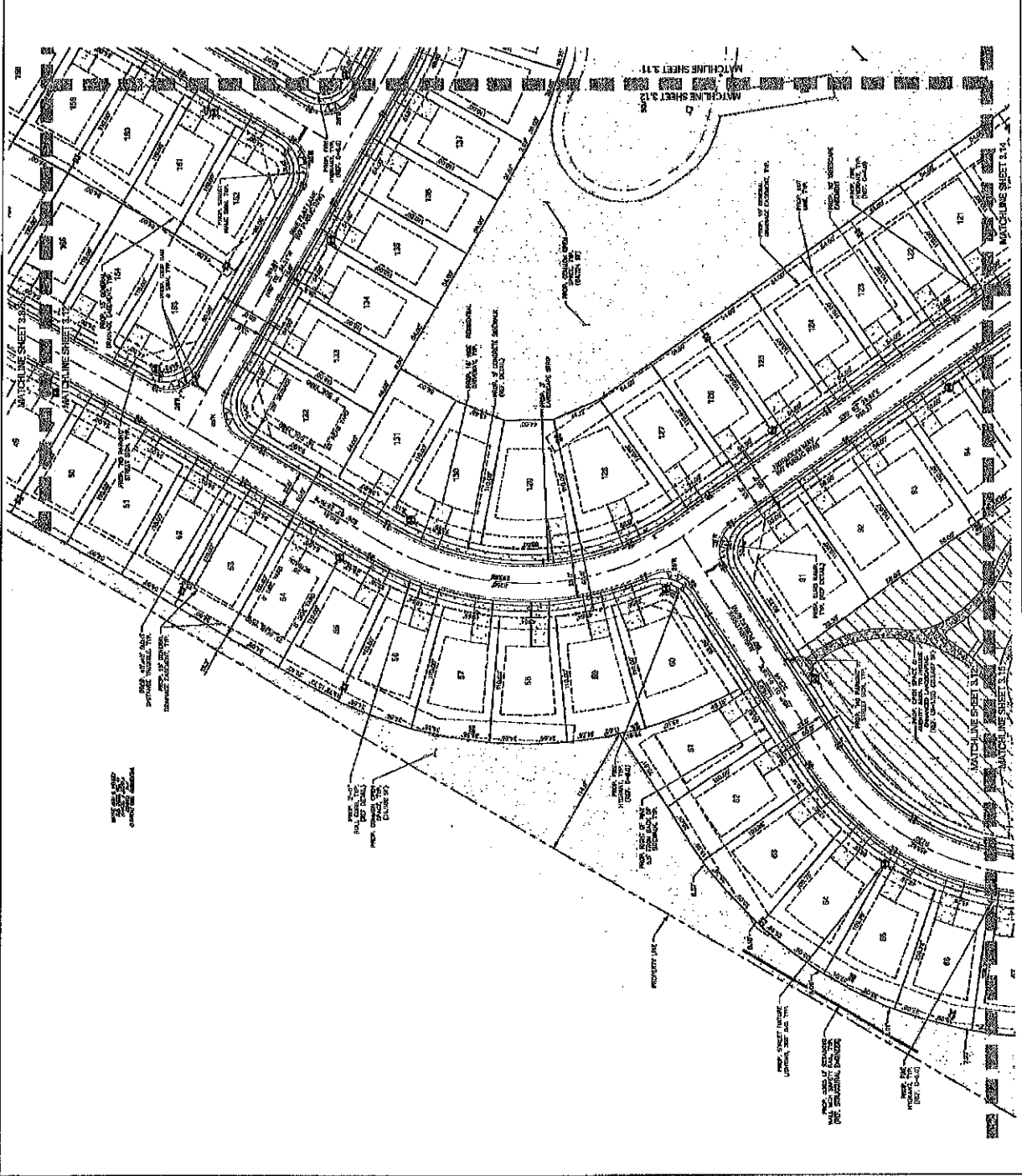
INTERMITTENT WETLAND  
 SEASONALLY FLOODED WETLAND  
 PERMANENTLY FLOODED WETLAND  
 SHRUB WETLAND  
 EMERGENT WETLAND  
 FORESTED WETLAND  
 OPEN WATER

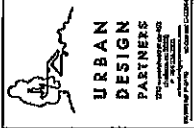
**SWATCH LEGEND**

OPEN SPACE  
 RESERVED/OPEN SPACE  
 ASSEST AREA



NORTH  
 GRAPHIC SCALE  
 0 10 20 30 40 50 60 70 80 90 100  
 FEET





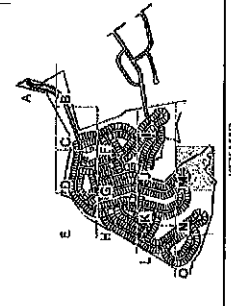
1007 Serrano Drive  
Lumberton, NC 28034  
LGI Homes, Inc.

Site Plan - M  
3007 Little Long Creek Hwy, Durham, NC 28034  
Little Long Creek SF

NO. DATE REVISIONS
1 11/17/22 L&P DEVELOPMENT APPROVAL
2 11/17/22 L&P DEVELOPMENT APPROVAL
3 11/17/22 L&P DEVELOPMENT APPROVAL
4 11/17/22 L&P DEVELOPMENT APPROVAL

Project No: 21-015  
Date: 11/17/22  
Designed By: MDP  
Checked By: MDP  
Sheet No:

C-3.13



**WETLANDS LEGEND:**

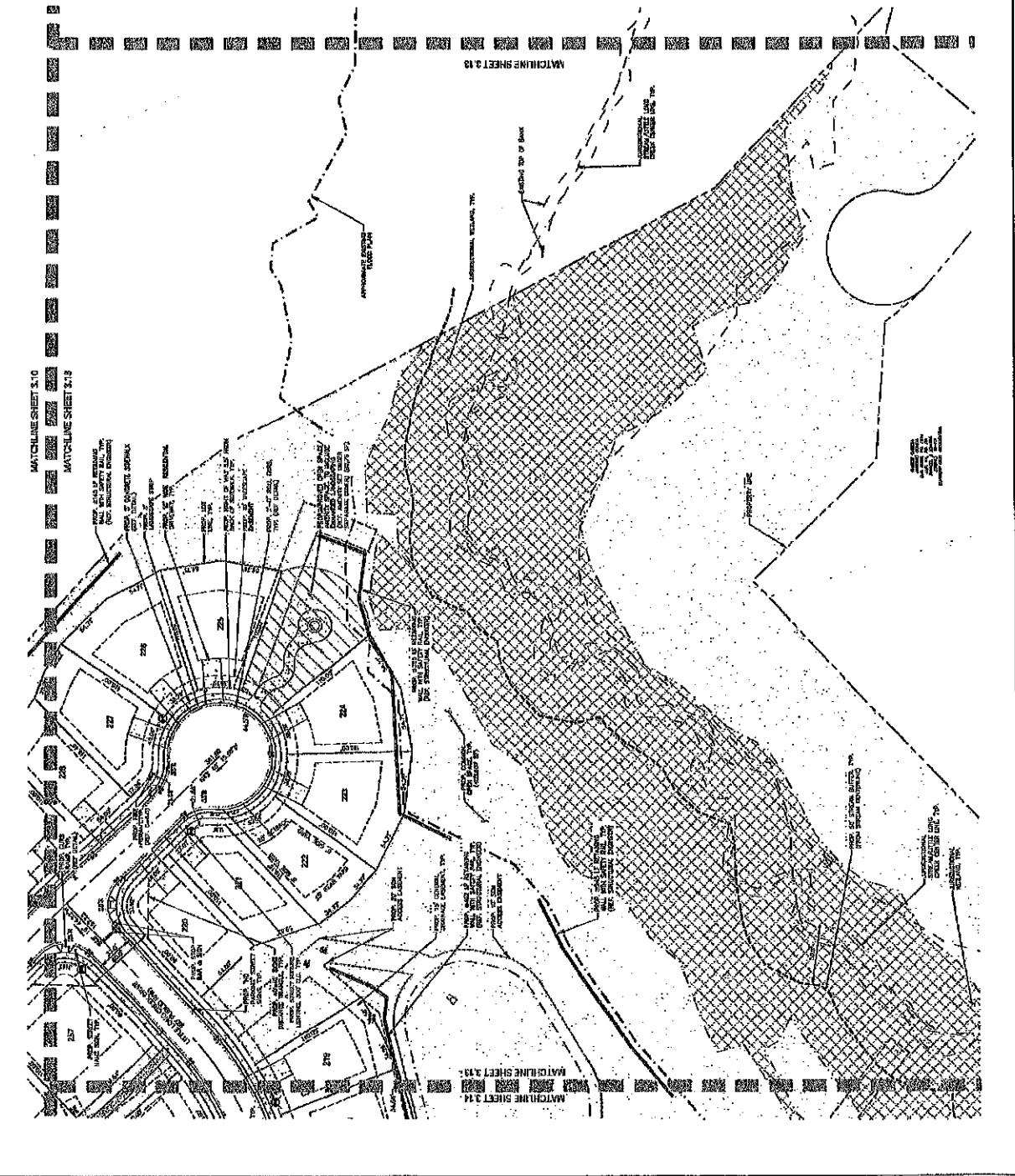
WETLANDS JURISDICTIONAL WETLANDS  
WETLANDS WITH A HIGH WATER TABLE OR OTHER PHYSICAL CHARACTERISTICS THAT ARE USUALLY SATURATED WITH WATER OR SOAKY OR SOAKED BY WATER AT OR NEAR THE SURFACE OF THE GROUND OR WATER-BODIES AT FREQUENT OR PERIODIC INTERVALS.

**HATCH LEGEND:**

- CHALKY OPEN SPACE
- WETLAND OPEN SPACE
- WETLAND OPEN SPACE
- WETLAND OPEN SPACE

BEFORE YOU DIG  
CALL 800-4-A-SAFE-TO- Dig  
FOR THE LOCATION OF  
UNDERGROUND UTILITIES  
AND OTHER SERVICES  
CALL 800-4-A-SAFE-TO- Dig  
OR VISIT 118.COM

GRAPHIC SCALE  
1" = 40' = 13.1m



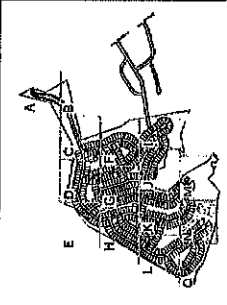


LGI Homes, Inc.  
 1027 Breunlin Drive  
 Littleton, SC 29220

Little Long Creek SF  
 Site Plan - N  
 8007 Dulles High Shoals Hwy, Dulles, NC 28034

DATE OF REVISION	NO. OF SHEETS
DATE OF REVISION	NO. OF SHEETS
DATE OF REVISION	NO. OF SHEETS
DATE OF REVISION	NO. OF SHEETS
DATE OF REVISION	NO. OF SHEETS

Project No: 21-015  
 Date: 11.17.2022  
 Designer: Sp-UDP  
 Checker: Sp-UDP  
 Sheet No: C-3.14

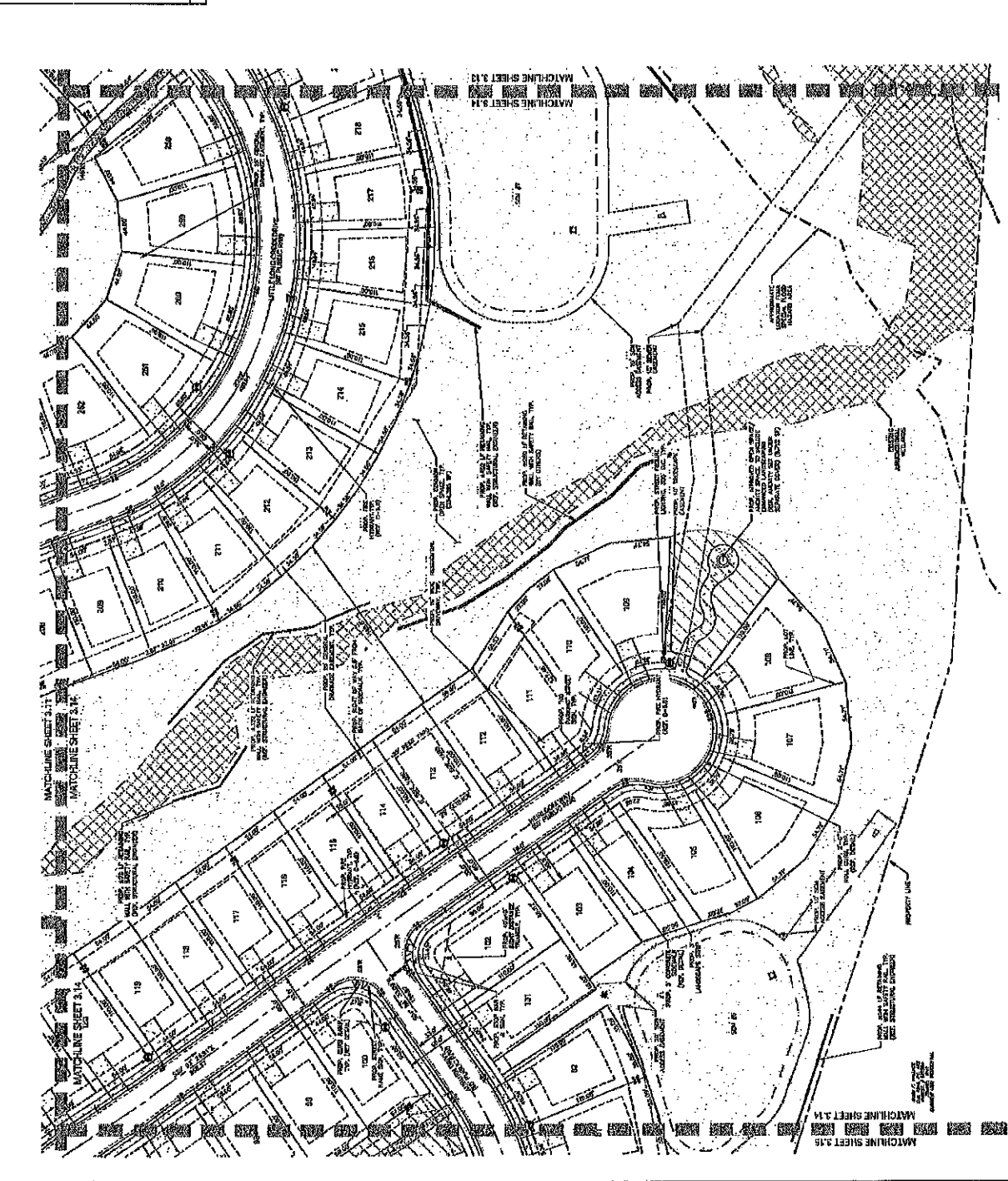


**WETLANDS LEGEND:**  
 JURISDICTIONAL WETLAND  
 ALL WETLANDS ARE TO BE PROTECTED AND PRESERVED TO THE MAXIMUM EXTENT POSSIBLE. ANY WETLANDS TO BE REMOVED OR ALTERED MUST BE RESTORED TO ORIGINAL OR BETTER CONDITION. SEE 40 CFR 223.161 FOR RESTORATION REQUIREMENTS.

**HATCH LEGEND:**  
 COMMON OPEN SPACE  
 IMPROVED OPEN SPACE  
 ASBESTY AREA

BEFORE YOU DIG  
 CALL 818 OR 1-800-4-A-DIG  
 FOR THE LATEST  
 UTILITY LOCATIONS

GRAPHIC SCALE  
 1" = 40'-0" (1:480)





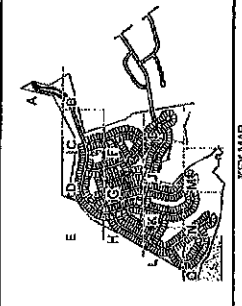
LGI Homes, Inc.  
 3037 Shawan Drive  
 Mooresville, NC 28054

Little Long Creek SF  
 Site Plan - 0

NO. DATE OF REVISION	
1	11/13/2013
2	11/13/2013
3	11/13/2013
4	11/13/2013
5	11/13/2013
6	11/13/2013
7	11/13/2013
8	11/13/2013
9	11/13/2013
10	11/13/2013

Project No: 21415  
 Date: 11/13/2013  
 Designed By: UGP  
 Checked By: UGP  
 Sheet No:

C-3.15



**WETLANDS LEGEND:**

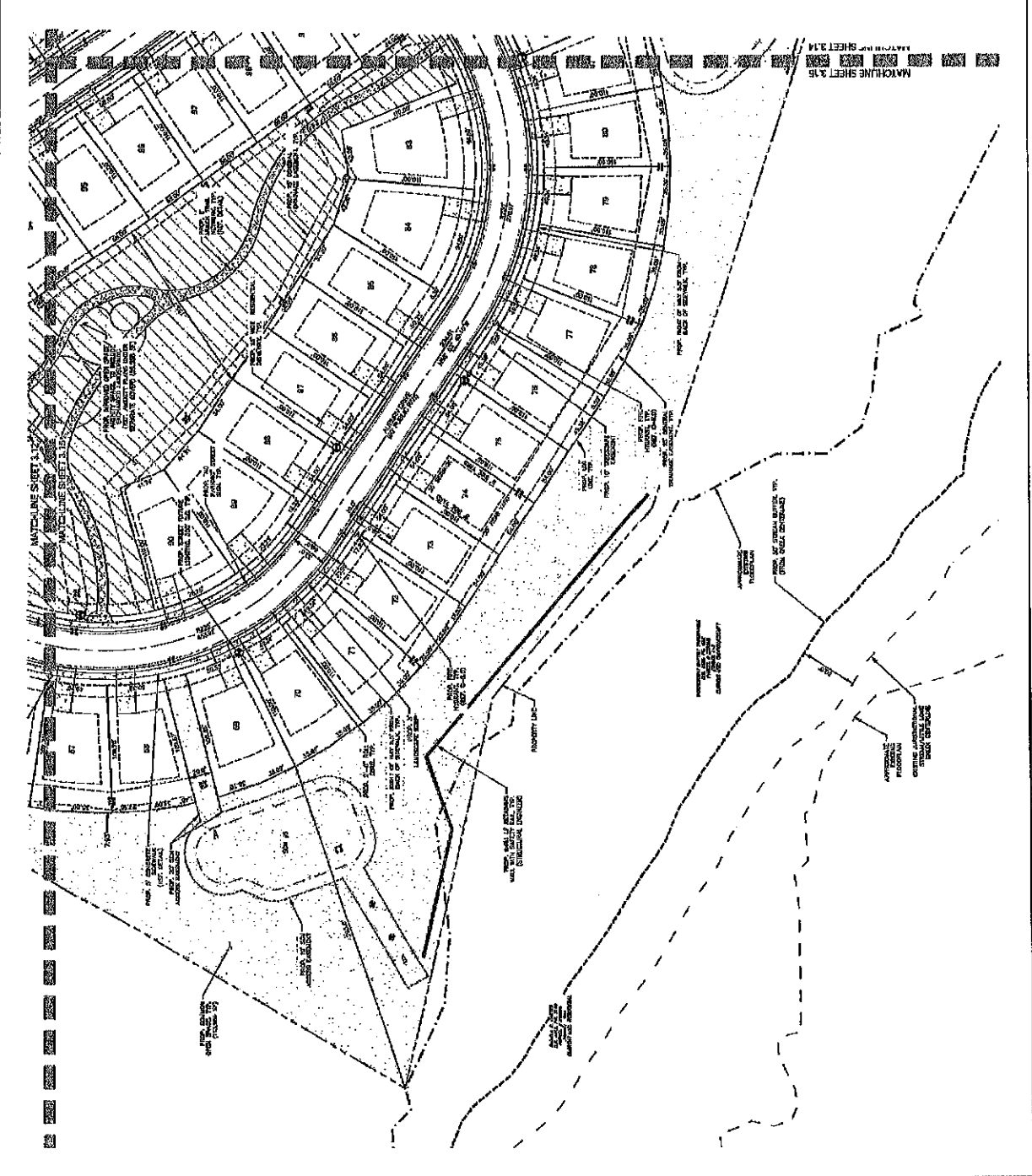
UNDESIGNATED WETLAND  
 WITH AN UNDESIGNATED WETLAND DETERMINATION  
 NUMBER (UNDESIGNATED WETLAND DETERMINATION NUMBER) AND A  
 DETERMINATION NUMBER (UNDESIGNATED WETLAND DETERMINATION NUMBER)

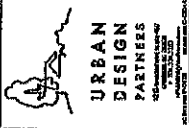
**MATCH LEGEND:**

- CONNECTION DRIVE SPACE
- WETLAND OPEN SPACE
- PROPERTY AREA

REMEMBER YOU CAN  
 CALL OR E-MAIL US FOR MORE INFORMATION  
 ABOUT OUR SERVICES AND PRODUCTS  
 VISIT US AT [WWW.LGI.COM](http://WWW.LGI.COM)

GRAPHIC SCALE  
 1" = 40' - 0"





05/27/2025  
 LGI HOMES, INC.  
 3007 Shornton Drive  
 Lakewood, CO 80226

# Parcel Summary Table

3007 Lakes High Shoals Hwy, Delta, CO 80034

Properties: 2-425  
 Date: 7/17/2024  
 Created By: WEP  
 Checked By: WEP  
 Drawn By:

C-3.16

Parcel #	Area (SF)	Area (Ac)
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3	148	0.003
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100	148	0.003

Parcel #	Area (SF)	Area (Ac)
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102	148	0.003
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Parcel #	Area (SF)	Area (Ac)
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Parcel #	Area (SF)	Area (Ac)
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379	148	

# TOWN OF DALLAS, NORTH CAROLINA

## REQUEST FOR BOARD ACTION

DESCRIPTION: Summey Creek Preliminary Plat

AGENDA ITEM NO. 7B

MEETING DATE: 12/12/2023

### BACKGROUND INFORMATION:

Urban Design Partners has submitted a preliminary plat application for the Summey Creek Major Subdivision. Staff has reviewed both the civil sets and this plat submittal and it meets the standards of the Subdivision Code and Development Standards. The Planning Board reviewed the preliminary plat application at their 11/16/2023 meeting and voted to send a recommendation to approve to the Board of Aldermen. No changes were made to the plat since the November 28<sup>th</sup> Work Session, where the plat was reviewed.

Attached is supporting documentation, including the preliminary plat checklist and submitted plat.

---

MANAGER RECOMMENDATION: Approve the preliminary plat, as presented.

---

BOARD ACTION TAKEN:

## Subdivision Permit Application

Permit Number: \_\_\_\_\_

<b>Subdivision Type</b> <input type="checkbox"/> Exempt <input type="checkbox"/> Minor <input checked="" type="checkbox"/> Major
---

<b>Subdivision Details</b> Total Area: <u>35.84</u> per GIS Lots Proposed: <u>128</u>
--

<b>Applicant Name:</b> <u>Shawn Santee</u> Mailing Address: <u>11535 Carmel Commons Boulevard, Suite 101, Charlotte, NC 28226</u> Phone No.: <u>704-400-4282</u> Relationship of Applicant to Owner: <u>Property Developer</u>	<b>Owner Name:</b> <u>Frances S Kirby &amp; Samuel T Summey</u> Mailing Address: <u>212 Whiteoaks Circle Bluffton, SC 29910</u> Phone No.: _____ Contact Email: <u>shawn@santeelandgroup.com</u>
---	---

<b>Property Information</b> – Additional Information may be attached when more than one parcel.	
Location: <u>Dallas Shoals Highway, Town of Dallas</u> Tax Parcel ID No.: <u>3548314566, 3548413268, 3548412915, &amp; 3548421028</u>	
Existing Zoning: <u>R-1 &amp; R-5</u>	Water: <input type="checkbox"/> Well <input checked="" type="checkbox"/> Public
Lot Length: _____ Width: _____	Sewer: <input type="checkbox"/> Septic <input checked="" type="checkbox"/> Public

Dimensional Requirements:	Required	Proposed
Lot Area:	<u>5,500 Min.</u>	<u>5,500 Min.</u>
Side Yard (L):	<u>6'</u>	<u>6'</u>
Side Yard (R):	<u>6'</u>	<u>6'</u>
Front Setback:	<u>25'</u>	<u>25'</u>
Rear Setback:	<u>25'</u>	<u>25'</u>
Width @ Bldg. Line:	<u>38'</u>	<u>38'</u>
Parking Spaces:	_____	_____
Building Height:	<u>35'</u>	<u>35' Max.</u>

<b>Comments:</b> _____ _____ _____ _____ _____ _____ _____ _____
--

<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	<input type="checkbox"/> Approved with Conditions
_____  _____		
Development Services Director	DATE	



Subdivision Permit Application

**APPLICATION ATTACHMENTS**

In order to be considered complete, the following must accompany each application:

1. A Sketch Plan or Preliminary Plat showing proposed subdivision lines, easements, or additional changes proposed.
2. A non-refundable submittal fee (in cash or a check made payable) to the Town of Dallas - the following rates shall apply:

\$100 (2-10 lots)       \$150 (11-50 lots)       \$150 (51-100 lots)  
 \$2/lot (101-200 lots)       \$4/ lot (201+ lots)

**Required after Staff Review and Comment for Approval:**

A Final Plat prepared by a registered surveyor and drawn to scale not smaller than 100 feet equal to 1 inch, and be minimum of 18 inches by 24 inches in size unless each lot in the proposed subdivision is more than 3 acres in size (See additional requirements in Town of Dallas's Section 152, Subdivision Regulations).

A \$100 filing fee will also be collected at the time of final plat submission.

**CERTIFICATIONS**

1. I HEREBY CERTIFY THAT ALL OF THE INFORMATION PROVIDED FOR THIS APPLICATION IS, TO THE BEST OF MY KNOWLEDGE, ACCURATE AND COMPLETE.

DocuSigned by:  
  
 1893107817346  
 SIGNATURE OF APPLICANT

2/18/2021 | 3:13 PM PST  
 DATE

2. I, Frances S Kirby & Samuel T Summey, OWNER OF PROPERTY 170057

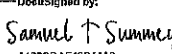
Owner Name      Tax Map, Book, and Parcel Number

IN DALLAS, NORTH CAROLINA DO HEREBY AUTHORIZE Shawn Santee  
Applicant's Name

TO SUBMIT THIS ZONING PERMIT APPLICATION TO THE TOWN OF DALLAS ON MY BEHALF.

DocuSigned by:  
  
 7682286402028  
 SIGNATURE OF PROPERTY OWNER

2/18/2021 | 5:29 PM CST  
 DATE

DocuSigned by:  
  
 A120CDAF48944A8

2/18/2021 | 5:27 PM CST

Subdivision Permit Application

**APPLICATION ATTACHMENTS**

In order to be considered complete, the following must accompany each application:

1. A Sketch Plan or Preliminary Plat showing proposed subdivision lines, easements, or additional changes proposed.
2. A non-refundable submittal fee (in cash or a check made payable) to the Town of Dallas - the following rates shall apply:

\_\_\_\_\_ \$100 (2-10 lots)      \_\_\_\_\_ \$150 (11-50 lots)      \_\_\_\_\_ \$150 (51-100 lots)  
                                  \_\_\_\_\_ \$2/lot (101-200 lots)      \_\_\_\_\_ \$4/ lot (201+ lots)

**Required after Staff Review and Comment for Approval:**

A Final Plat prepared by a registered surveyor and drawn to scale not smaller than 100 feet equal to 1 inch, and be minimum of 18 inches by 24 inches in size unless each lot in the proposed subdivision is more than 3 acres in size (See additional requirements in Town of Dallas's Section 152, Subdivision Regulations).

A \$100 filing fee will also be collected at the time of final plat submission.

**CERTIFICATIONS**

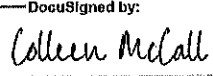
1. I HEREBY CERTIFY THAT ALL OF THE INFORMATION PROVIDED FOR THIS APPLICATION IS, TO THE BEST OF MY KNOWLEDGE, ACCURATE AND COMPLETE.

  
 \_\_\_\_\_  
 SIGNATURE OF APPLICANT

\_\_\_\_\_  
 DATE 02/17/2021

2. I, Colleen T McCall, OWNER OF PROPERTY 170097  
Owner Name Tax Map, Book, and Parcel Number  
 IN DALLAS, NORTH CAROLINA DO HEREBY AUTHORIZE Shawn Santee  
Applicant's Name

TO SUBMIT THIS ZONING PERMIT APPLICATION TO THE TOWN OF DALLAS ON MY BEHALF:

DocuSigned by:  
  
 \_\_\_\_\_  
 SIGNATURE OF PROPERTY OWNER

2/19/2021 | 7:50 AM PST

DATE

Subdivision Permit Application

**APPLICATION ATTACHMENTS**

In order to be considered complete, the following must accompany each application:

1. A Sketch Plan or Preliminary Plat showing proposed subdivision lines, easements, or additional changes proposed.
2. A non-refundable submittal fee (in cash or a check made payable) to the Town of Dallas - the following rates shall apply:

\_\_\_\_\_ \$100 (2-10 lots)      \_\_\_\_\_ \$150 (11-50 lots)      \_\_\_\_\_ \$150 (51-100 lots)  
                                  \_\_\_\_\_ \$2/lot (101-200 lots)      \_\_\_\_\_ \$4/ lot (201+ lots)

**Required after Staff Review and Comment for Approval:**

A Final Plat prepared by a registered surveyor and drawn to scale not smaller than 100 feet equal to 1 inch, and be minimum of 18 inches by 24 inches in size unless each lot in the proposed subdivision is more than 3 acres in size (See additional requirements in Town of Dallas's Section 152, Subdivision Regulations).

A \$100 filing fee will also be collected at the time of final plat submission.

**CERTIFICATIONS**

1. I HEREBY CERTIFY THAT ALL OF THE INFORMATION PROVIDED FOR THIS APPLICATION IS, TO THE BEST OF MY KNOWLEDGE, ACCURATE AND COMPLETE.

  
 \_\_\_\_\_  
 SIGNATURE OF APPLICANT

02/17/2021  
 \_\_\_\_\_  
 DATE

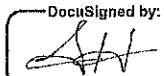
Gail C Huss

2. I, Todd Michael Huss, OWNER OF PROPERTY 170071 & 170059  
Owner Name Tax Map, Book, and Parcel Number  
 IN DALLAS, NORTH CAROLINA DO HEREBY AUTHORIZE Shawn Santee  
Applicant's Name

TO SUBMIT THIS ZONING PERMIT APPLICATION TO THE TOWN OF DALLAS ON MY BEHALF.

DocuSigned by:  
  
 \_\_\_\_\_  
 SIGNATURE OF PROPERTY OWNER

3/20/2021 | 9:16 AM PDT  
 \_\_\_\_\_  
 DATE

DocuSigned by:  
  
 \_\_\_\_\_  
 EF6413AF4C1B421...

3/20/2021 | 9:08 AM PDT

**152.058 INFORMATION TO BE CONTAINED IN OR DEPICTED ON PRELIMINARY AND FINAL PLATS**

<i>Information</i>	<i>Preliminary Plat MAJOR SUBDIVISIONS ONLY</i>	<i>Final Plat</i>	<i>Shown?</i>
Title block containing: -Subdivision name ✓ -Name of subdivider ✓ -Location (including township, block numbers as shown on the county index map, county and state) ✓ -Date or dates survey was conducted and plat prepared	Yes	Yes	✓
-A bar graph, scale and north arrow	Yes	Yes	✓
-Name, address, registration number and seal of the registered land surveyor and/or professional engineer who drew the plat	Yes	Yes	✓
-A sketch vicinity map with north arrow showing the relationship between the proposed subdivision and surrounding area	Yes	Yes	✓
-Corporate limits and subdivision jurisdiction lines if on the subdivision tract	Yes	Yes	✓
-The boundaries of the tract or portion thereof to be subdivided, distinctly and accurately represented with all bearing and distances shown	Yes	No	✓
-The exact boundary lines of the tract to be subdivided, fully dimensioned by lengths and bearings, and the location of existing boundary lines of adjoining lands	No	Yes	N/A
-The names of owners of adjoining properties	Yes	Yes	✓
-The names of any adjoining subdivisions of record or proposed and under review	Yes	Yes	✓
-Minimum building setback lines	Yes	Yes	✓
-The zoning classifications, if any, of the tract to be subdivided and adjoining properties	Yes	Yes	✓
-Existing buildings, or other structures, watercourses, railroads, bridges, culverts, cemetery plots, storm drains, both on the land to be subdivided and land immediately adjoining	Yes	Yes	✓
-Proposed lot lines, lot and block numbers, and appropriate dimensions of each lot	Yes	Yes	✓
-The lots numbered consecutively throughout the subdivision with exact dimensions and areas	Yes	Yes	✓
- Marshes, swamps, rock outcrops, ponds or lakes, streams or stream beds and any other natural features affecting the site	Yes	Yes	✓
-The exact location of any flood hazard area, floodway and floodway fringe areas from the county's FEMA maps, if applicable	Yes	Yes	✓
The following data concerning streets: -Proposed streets ✓ -Existing and platted streets on adjoining properties and in the proposed subdivision ✓ -Street rights-of-way, locations and dimensions ✓ -Pavement widths ✓ -Approximate grades -Design engineering data for all corners and curves ✓ -Typical road cross sections ✓ -Street names ✓	Yes	Yes	✓
-Type of streets dedication; all streets must be designated either "public" or "private". Where public streets are involved which will not be dedicated to the town, the subdivider must submit the following documents to the State Department of Transportation District Highway Office (NCDOT) for review: > a complete site layout, including any future expansion anticipated > horizontal alignment indicating general curve data on site layout plan > vertical alignment indicated by percent grade and vertical curve length on site plan layout > typical section indicating the pavement design and width and the slopes, widths and details for either the curb and gutter or the shoulder and ditch proposed > drainage facilities and drainage areas	Yes	Yes	✓
-Subdivision street disclosure statement indicating: If streets are public or private; and if private, who will maintain private streets in subdivision, and also that all lots will have right of access to any private street in the subdivision	No	Yes	N/A
-Where streets are dedicated to the public, but not accepted by NCDOT before lots are sold, a statement explaining the status of the street in accordance with § 152.074	No	Yes	N/A

-If any road is proposed to intersect with a state-maintained road, the subdivider shall apply for driveway approval as required by NCDOT's <i>Manual on Driveway Regulations</i>	No	Yes	N/A
The location and dimensions of all: -Utilities and other easements -Parks and recreation areas with specific type indicated -School sites (both existing and proposed) -Areas and/or lots to be used for purposes other than residential with the purpose of each stated -Street lights -Street trees	Yes	Yes	✓
-The future ownership (dedication or reservation for public use to governmental body, for owners to duly constituted homeowners' association, or for tenants remaining in subdivider's ownership) of recreation and open space lands	Yes	Yes	✓
Site calculations including: -Acreage in total tract to be subdivided and area in each lot -Total number of lots created -Linear feet of streets in subdivision	Yes	Yes	✓
-The name and location of any property or buildings within the proposed subdivision or within any contiguous property that is located on the U.S. Department of Interiors National Register of Historic Places	Yes	Yes	—
-Sufficient engineering data to determine readily and reproduce on the ground every straight or curved line, street line, lot line, right-of-way line, easement line and setback line, including dimensions, bearings or deflection angles, radii, central angles and tangent distance for the center line of curved property lines that are not the boundary lines of curved streets. All dimensions shall be measured to the nearest one hundredth of a foot and all angles to the nearest minute	No	Yes	N/A
-The accurate locations and descriptions of all survey monuments, markers and control points	No	Yes	N/A
-A copy of the erosion control plan submitted to the State Department of Natural Resources and Community Development for approval, (if applicable)	Yes	No	—
-A topographic map with contour intervals of no greater than five feet at a scale of no less than one inch equals 200 feet, (if applicable)	Yes	No	✓
-A copy of the County Health Department's Soil Site Evaluation of the subdivision, (if applicable)	Yes	No	—
-Any additional information required as a result of changes in federal, state or local ordinances	Yes	Yes	—
-Septic tank disclosure statement (per § 152.075)	No	Yes	N/A

C-3.0

Project: C-3.0  
 Date: 01/20/2011  
 Designed By: DDP  
 Created By: DDP  
 Sheet: C-3.0

Overall Site Plan  
 8819 Dulles High Branch Hwy, Dulles, VA 20184

Regina Keefe  
 Gemini Creek Dallas, IL, LLC  
 1600 Autumn Ridge Drive  
 Waukegan, MD 20183



GRAPHIC SCALE  
 1" = 100' (SEE)



BEFORE YOU ZONE  
 CALL AN 118-COUNTY CERTIFIED  
 PLANNING PROFESSIONAL

**MATCH LEGEND:**

- [Symbol] OPEN SPACE AREAS TO BE MAINTAINED OR RESTORED TO ORIGINAL CONDITION
- [Symbol] EXISTING PAVED AREAS

**DEVELOPMENT SUMMARY:**

TOTAL PARKING: 100

TYPE: COMMERCIAL, RETAIL, OFFICE

ESTIMATED PARKING: 100

TOTAL AREA: 100,000 SQ. FT.

ESTIMATED COST: \$10,000,000

ESTIMATED VALUE: \$10,000,000

ESTIMATED RENT: \$10,000,000

ESTIMATED TAXES: \$10,000,000

ESTIMATED UTILITIES: \$10,000,000

ESTIMATED WATER: \$10,000,000

ESTIMATED SEWER: \$10,000,000

ESTIMATED GAS: \$10,000,000

ESTIMATED ELECTRICITY: \$10,000,000

ESTIMATED TELEPHONE: \$10,000,000

ESTIMATED CABLE: \$10,000,000

ESTIMATED INTERNET: \$10,000,000

ESTIMATED FURNITURE: \$10,000,000

ESTIMATED EQUIPMENT: \$10,000,000

ESTIMATED MATERIALS: \$10,000,000

ESTIMATED LABOR: \$10,000,000

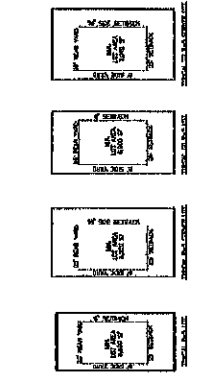
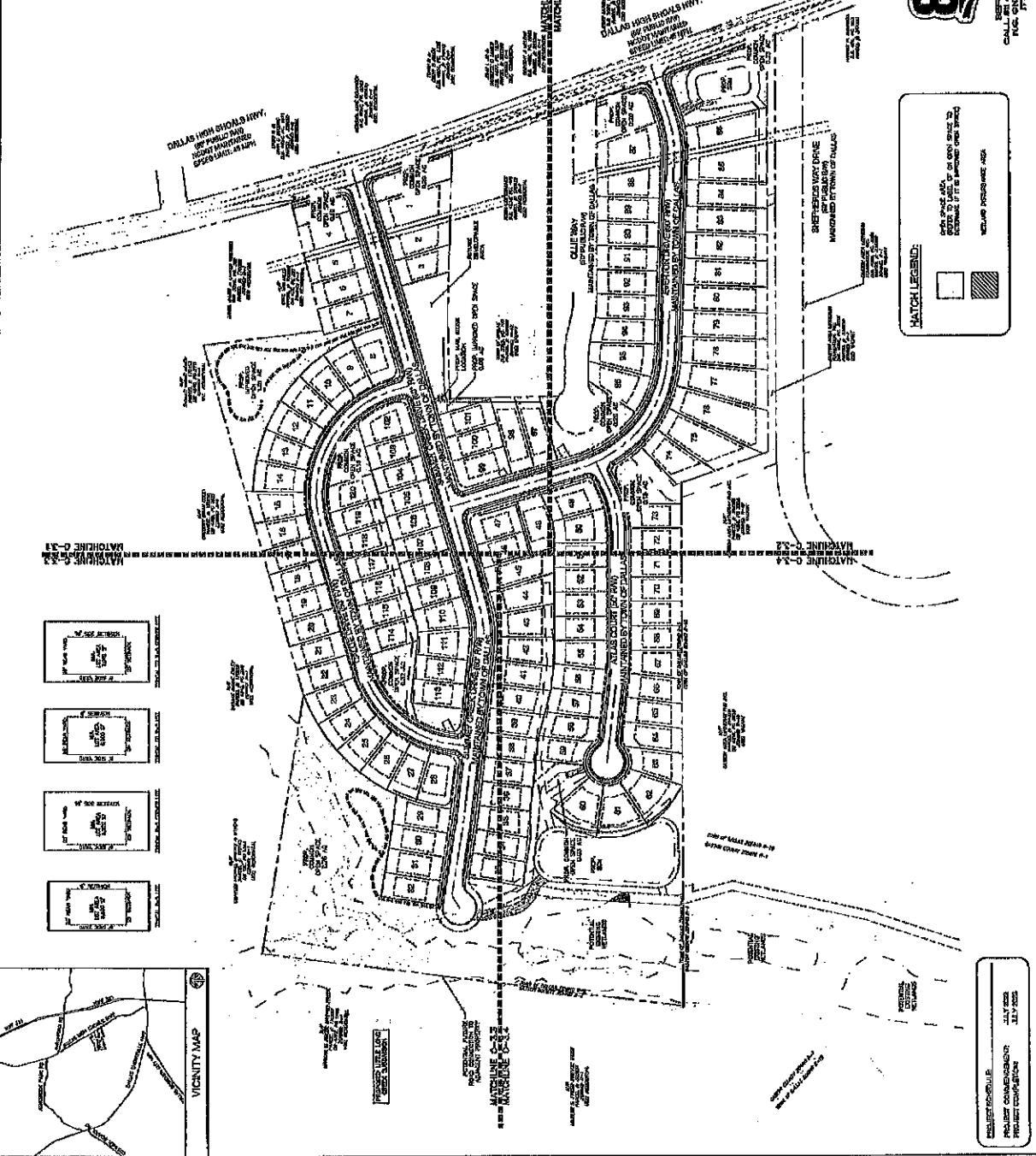
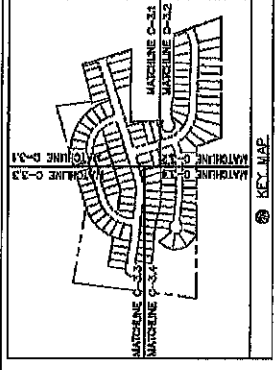
ESTIMATED OVERHEADS: \$10,000,000

ESTIMATED PROFIT: \$10,000,000

ESTIMATED TOTAL: \$10,000,000

**NOTES:**

1. ALL DEVELOPMENT SHALL BE IN ACCORDANCE WITH THE ZONING ORDINANCE AND ALL APPLICABLE REGULATIONS.
2. THE DEVELOPER SHALL MAINTAIN ALL EXISTING UTILITIES AND SHALL BE RESPONSIBLE FOR ANY NECESSARY REPAIRS OR REPLACEMENTS.
3. THE DEVELOPER SHALL MAINTAIN ALL EXISTING TREES AND SHALL BE RESPONSIBLE FOR ANY NECESSARY REMOVALS OR REPLACEMENTS.
4. THE DEVELOPER SHALL MAINTAIN ALL EXISTING LANDSCAPE AND SHALL BE RESPONSIBLE FOR ANY NECESSARY REPLACEMENTS.
5. THE DEVELOPER SHALL MAINTAIN ALL EXISTING SIGNAGE AND SHALL BE RESPONSIBLE FOR ANY NECESSARY REPLACEMENTS.
6. THE DEVELOPER SHALL MAINTAIN ALL EXISTING LIGHTING AND SHALL BE RESPONSIBLE FOR ANY NECESSARY REPLACEMENTS.
7. THE DEVELOPER SHALL MAINTAIN ALL EXISTING SECURITY AND SHALL BE RESPONSIBLE FOR ANY NECESSARY REPLACEMENTS.
8. THE DEVELOPER SHALL MAINTAIN ALL EXISTING SAFETY AND SHALL BE RESPONSIBLE FOR ANY NECESSARY REPLACEMENTS.
9. THE DEVELOPER SHALL MAINTAIN ALL EXISTING ACCESSIBILITY AND SHALL BE RESPONSIBLE FOR ANY NECESSARY REPLACEMENTS.
10. THE DEVELOPER SHALL MAINTAIN ALL EXISTING ENVIRONMENTAL AND SHALL BE RESPONSIBLE FOR ANY NECESSARY REPLACEMENTS.



DESIGNED BY: DDP  
 DATE: 01/20/2011  
 PROJECT: C-3.0

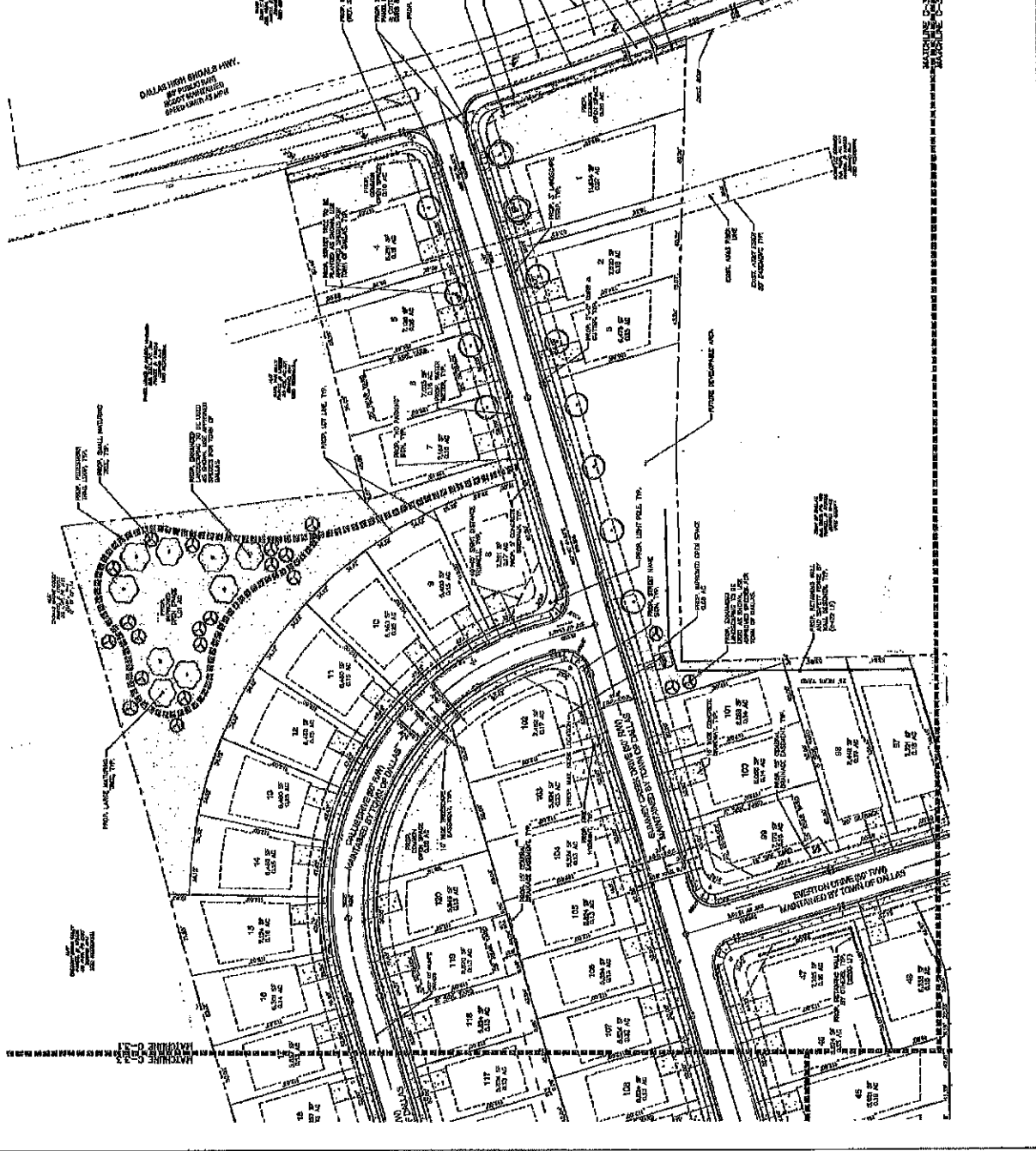
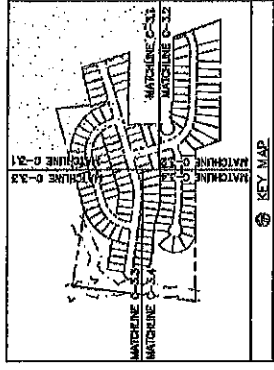


Summey Creek Delta, LLC  
 Reginald Kethra  
 3005 Adams Ridge Drive  
 Washburn, MO 64883

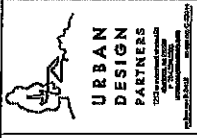
Site Plan Enlargement  
 3616 Dallas High School Hwy, Dallas, MO 64834

PROJECT NO. 20-022-147  
 DATE: 02/08/2021  
 DESIGNED BY: SDP  
 CHECKED BY: LUP  
 DRAWN BY: SDP

C-3.1



GRAPHIC SCALE  
 1" = 40' 0"

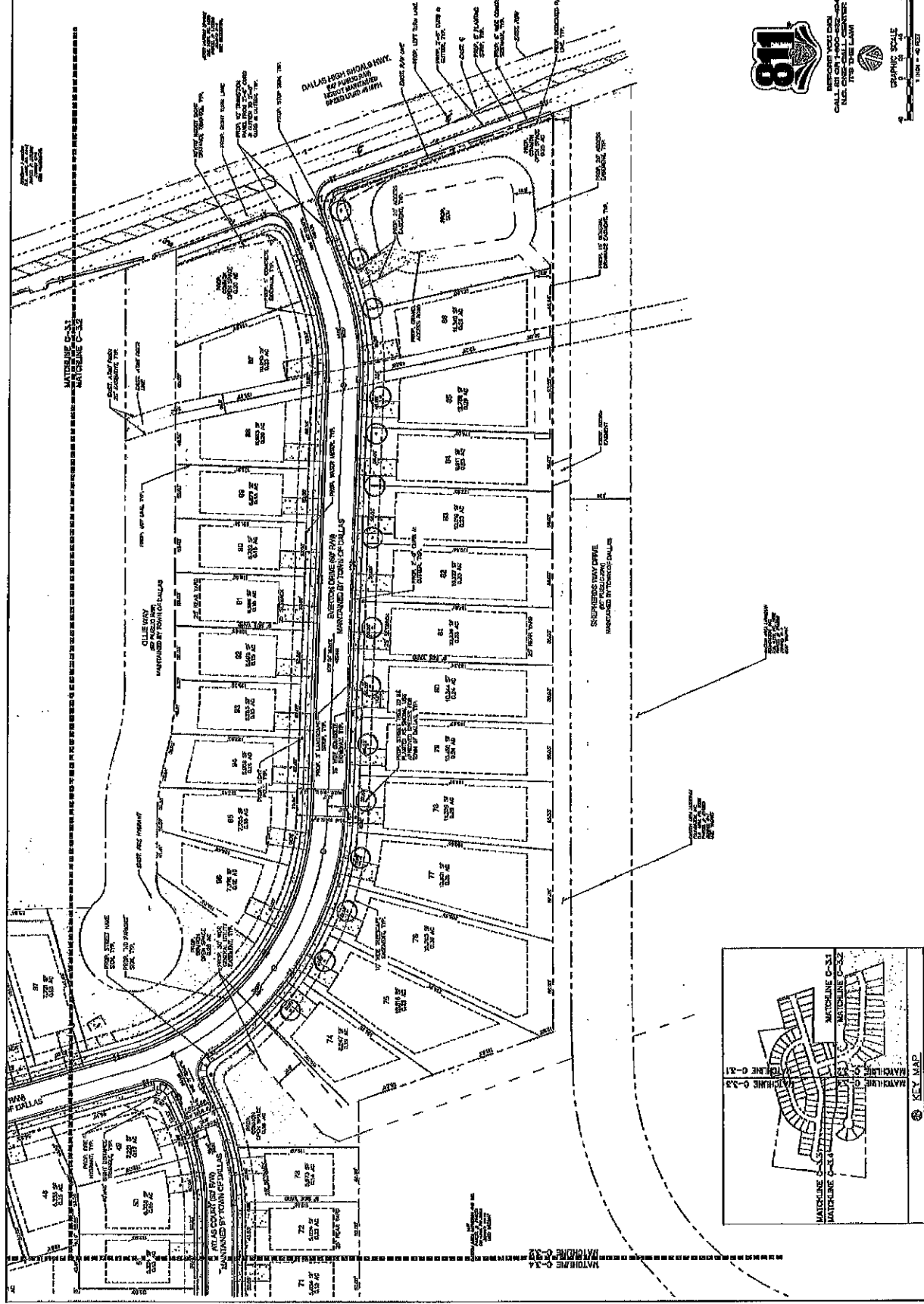


Sanjour Creek Dallas, L.L.C.  
 Right of Way  
 1806 Avenue 18th Drive  
 Wrentham, MA 01973

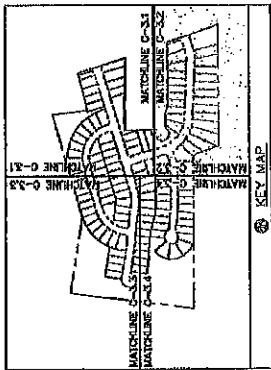
Site Plan Enticement  
 6016 Dallas High Shoals Hwy, Dallas, TX 75244

PROJECT: 20-007-047  
 DATE: 07/20/2021  
 DESIGNED BY: URP  
 CHECKED BY: URP  
 SHEET: C-3.2

180 WATER LN 75202000  
 181 WATER LN 75202000  
 182 WATER LN 75202000  
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 196 WATER LN 75202000  
 197 WATER LN 75202000  
 198 WATER LN 75202000  
 199 WATER LN 75202000  
 200 WATER LN 75202000



GRAPHIC SCALE  
 1" = 40'-0"







Gennopy Creek Drain, LLC  
 English Kofas  
 1506 Autumn Ridge Drive  
 Washington, DC 20017

Site Plan Enlargement  
 9816 Dulles High Shoals Hwy, Dulles, VA 20134

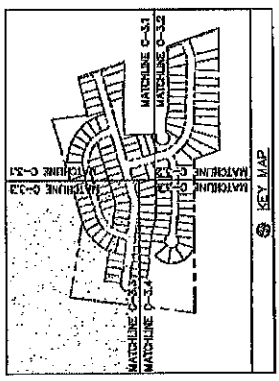
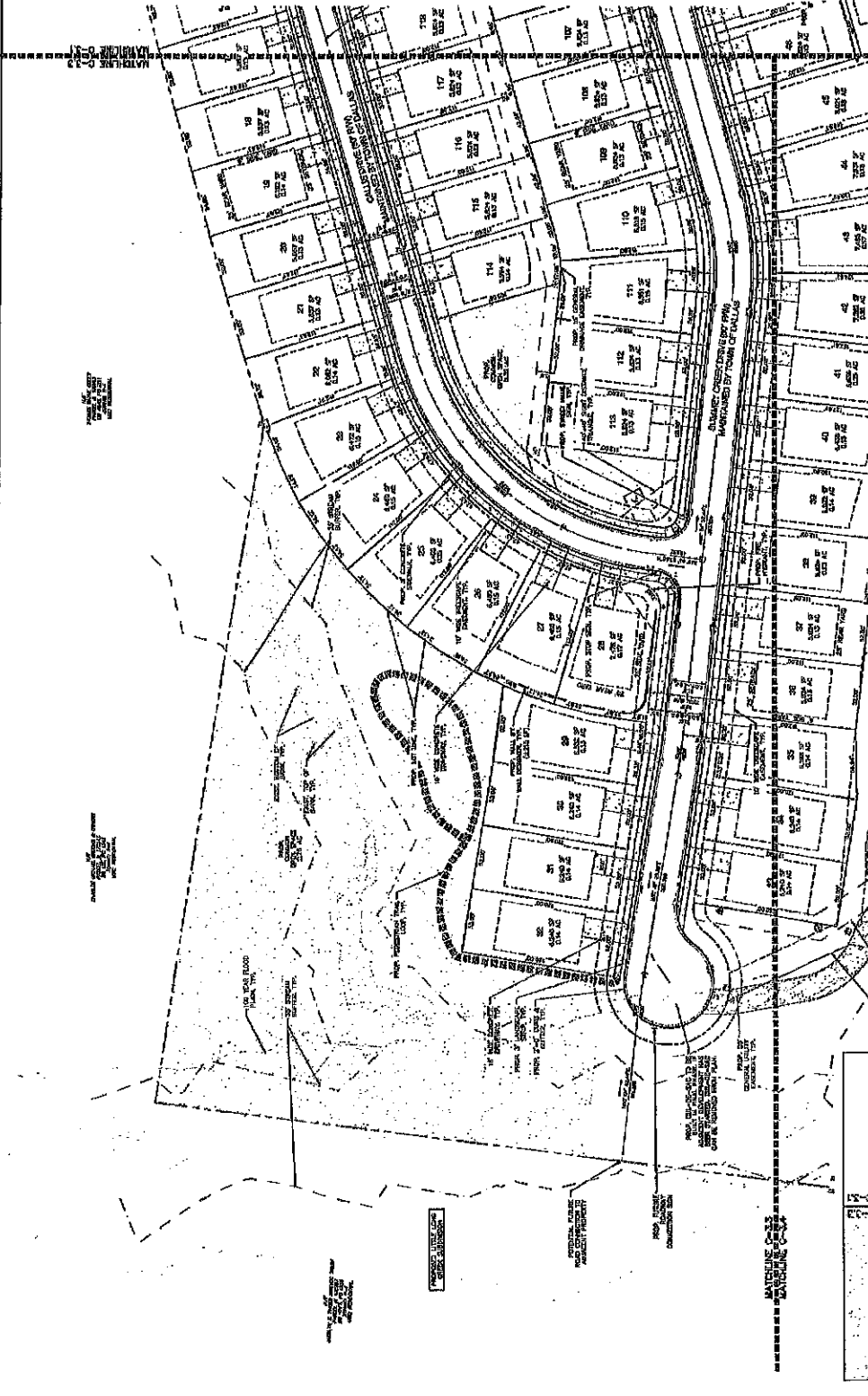
NO. DATE BY REVISIONS	1. 08/15/18 J.A. KATZ
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3. 08/15/18 J.A. KATZ	
4. 08/15/18 J.A. KATZ	
5. 08/15/18 J.A. KATZ	
6. 08/15/18 J.A. KATZ	
7. 08/15/18 J.A. KATZ	
8. 08/15/18 J.A. KATZ	
9. 08/15/18 J.A. KATZ	
10. 08/15/18 J.A. KATZ	
11. 08/15/18 J.A. KATZ	
12. 08/15/18 J.A. KATZ	
13. 08/15/18 J.A. KATZ	
14. 08/15/18 J.A. KATZ	
15. 08/15/18 J.A. KATZ	

Project No. 2018-047  
 Date: 07/20/18  
 Designed By: JKP  
 Checked By: JKP  
 Sheet No.

C-3.3



RESPONSE TO RFP  
 CALL TO ACTION  
 AND TO THE LAW  
 GRAPHIC SCALE  
 1" = 100'





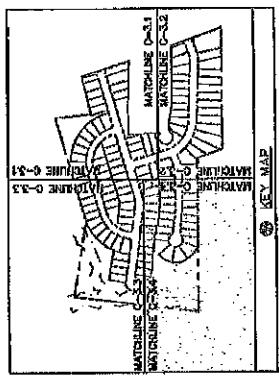
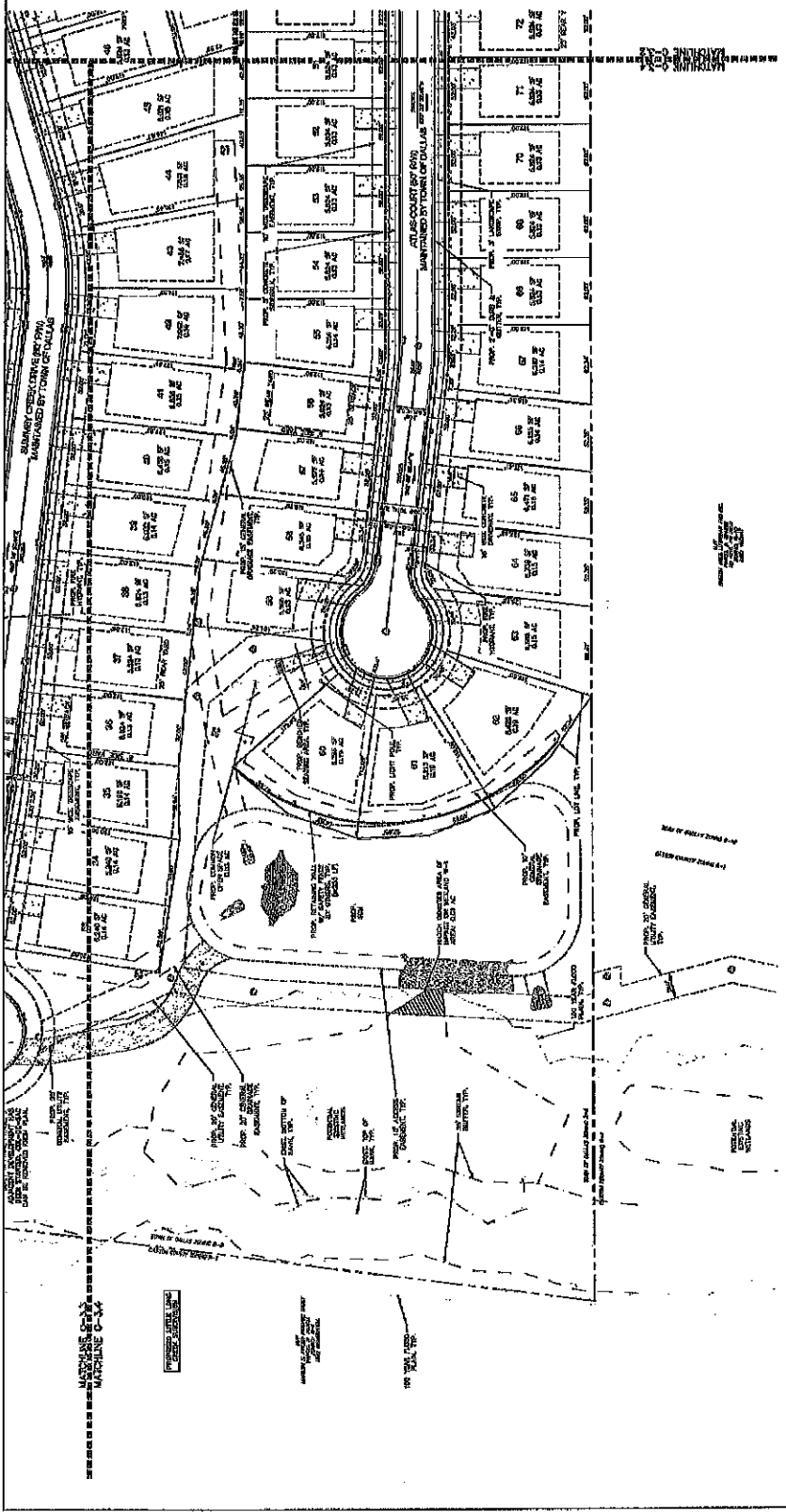
Virginia  
 Registered Professional Engineer  
 1000 Ashburn Ridge Drive  
 Ashburn, VA 20103  
 703.773.7000  
 703.773.7002  
 703.773.7003

Site Plan Enlargement  
 9818 Dallas High Shoals Hwy, Dallas, TX 75244

NO. DRAWN BY	REVISION
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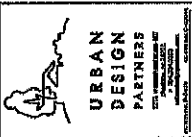
Project No. 2002-042  
 Date: 07/20/02  
 Designer: JLD  
 Checker: JLD  
 Sheet No. C-3.4

C-3.4



118  
 11800 N. CENTRAL EXPRESSWAY  
 SUITE 100  
 DALLAS, TEXAS 75243  
 (214) 343-1188  
 WWW.118.COM

GRAPHIC SCALE  
 1" = 100' ±

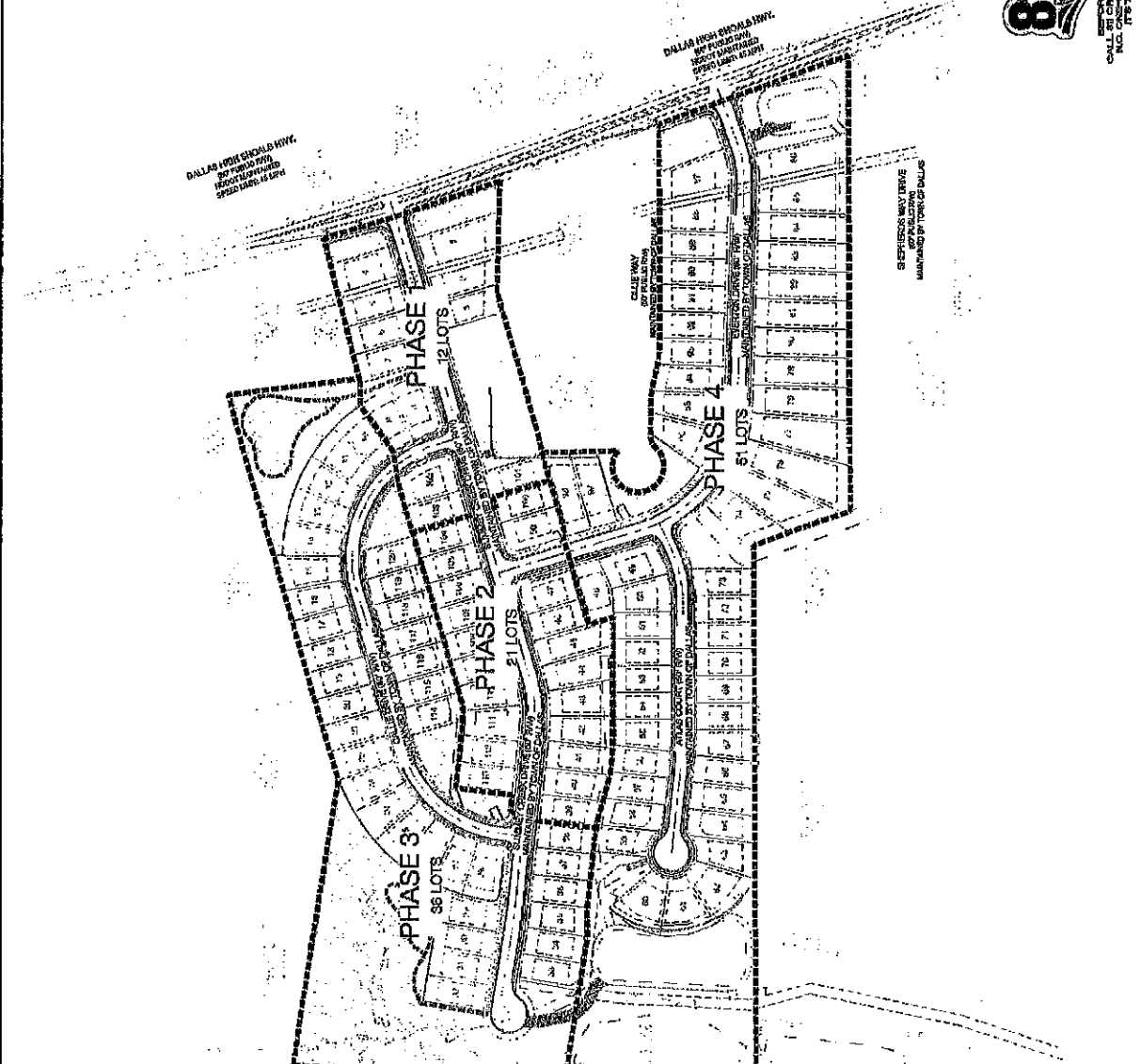
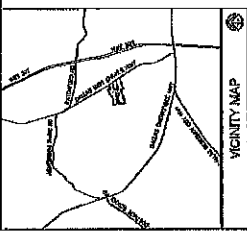
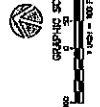


Sammy Creek Dallas, L.L.C.  
Reghu Kohla  
1200 Avenue 18th Drive  
Ft. Worth, TX 76116

Phasing Plan  
3815 Dallas High Shoals Hwy, Dallas, TX 75234

NO DATE BY	REVISION
11/15/2011	1. PRELIMINARY
11/15/2011	2. PRELIMINARY
11/15/2011	3. PRELIMINARY
11/15/2011	4. PRELIMINARY
11/15/2011	5. PRELIMINARY
11/15/2011	6. PRELIMINARY
11/15/2011	7. PRELIMINARY
11/15/2011	8. PRELIMINARY
11/15/2011	9. PRELIMINARY
11/15/2011	10. PRELIMINARY
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11/15/2011	67. PRELIMINARY
11/15/2011	68. PRELIMINARY
11/15/2011	69. PRELIMINARY
11/15/2011	70. PRELIMINARY
11/15/2011	71. PRELIMINARY
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11/15/2011	93. PRELIMINARY
11/15/2011	94. PRELIMINARY
11/15/2011	95. PRELIMINARY
11/15/2011	96. PRELIMINARY
11/15/2011	97. PRELIMINARY
11/15/2011	98. PRELIMINARY
11/15/2011	99. PRELIMINARY
11/15/2011	100. PRELIMINARY

Project No. 20-01-0047  
Date: 02/15/2011  
Designed By: UDP  
Checked By: UDP  
Sheet No. C-3.5



# TOWN OF DALLAS, NORTH CAROLINA

## REQUEST FOR BOARD ACTION

DESCRIPTION: Swearing In – Mayor Hayley Beaty

AGENDA ITEM NO. 8A

MEETING DATE: 12/12/2023

### BACKGROUND INFORMATION:

Municipal elections were held on November 7<sup>th</sup> resulting in the election of Mayor Hayley Beaty. Mayor Beaty will be sworn in for a 4-year term ending in the year 2027. Superior Court Judge David Phillips will conduct the swearing-in ceremony.

Attached is the Oath of Office.

---

MANAGER RECOMMENDATION:

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BOARD ACTION TAKEN:

**OATH OF OFFICE  
FOR  
MAYOR BEATY**

I, Hayley Beaty, do solemnly swear that I will support and maintain the Constitution and Laws of the United States and the Constitution and Laws of North Carolina not inconsistent therewith, and that I will, in all respect, observe the provisions of the Charter and the Ordinances of the Town of Dallas, and will faithfully discharge the duties of my office as **MAYOR**, so help me God.

\_\_\_\_\_

Swore to and subscribed before me,  
this 12<sup>th</sup> day of December, 2023.

\_\_\_\_\_  
David Phillips, Superior Court Judge

Attested: \_\_\_\_\_  
Sarah Ballard, Town Clerk

# TOWN OF DALLAS, NORTH CAROLINA

## REQUEST FOR BOARD ACTION

DESCRIPTION: Swearing In – Alderman Alan Cloninger

AGENDA ITEM NO. 8B

MEETING DATE: 12/12/2023

### BACKGROUND INFORMATION:

Municipal elections were held on November 7<sup>th</sup> resulting in the election of Alderman Alan Cloninger. Alderman Cloninger will be sworn in for a 4-year term ending in the year 2027. Superior Court Judge David Phillips will conduct the swearing-in ceremony.

Attached is the Oath of Office.

---

MANAGER RECOMMENDATION:

---

BOARD ACTION TAKEN:

**OATH OF OFFICE  
FOR  
ALDERMAN CLONINGER**

I, Alan Cloninger, do solemnly swear that I will support and maintain the Constitution and Laws of the United States and the Constitution and Laws of North Carolina not inconsistent therewith, and that I will, in all respect, observe the provisions of the Charter and the Ordinances of the Town of Dallas, and will faithfully discharge the duties of my office as **ALDERMAN**, so help me God.

\_\_\_\_\_

Swore to and subscribed before me,  
this 12<sup>th</sup> day of December, 2023.

\_\_\_\_\_  
David Phillips, Superior Court Judge

Attested: \_\_\_\_\_  
Sarah Ballard, Town Clerk

# TOWN OF DALLAS, NORTH CAROLINA

## REQUEST FOR BOARD ACTION

DESCRIPTION: Swearing In – Alderman Hoyle Withers

AGENDA ITEM NO. 8C

MEETING DATE: 12/12/2023

### BACKGROUND INFORMATION:

Municipal elections were held on November 7<sup>th</sup> resulting in the re-election of Alderman Hoyle Withers. Alderman Withers will be sworn in for a 4-year term ending in the year 2027. Superior Court Judge David Phillips will conduct the swearing-in ceremony.

Attached is the Oath of Office.

---

MANAGER RECOMMENDATION:

---

BOARD ACTION TAKEN:



**OATH OF OFFICE  
FOR  
ALDERMAN WITHERS**

I, Hoyle Withers, do solemnly swear that I will support and maintain the Constitution and Laws of the United States and the Constitution and Laws of North Carolina not inconsistent therewith, and that I will, in all respect, observe the provisions of the Charter and the Ordinances of the Town of Dallas, and will faithfully discharge the duties of my office as **ALDERMAN**, so help me God.

\_\_\_\_\_

Swore to and subscribed before me,  
this 12<sup>th</sup> day of December, 2023.

\_\_\_\_\_  
David Phillips, Superior Court Judge

Attested: \_\_\_\_\_  
Sarah Ballard, Town Clerk

# TOWN OF DALLAS, NORTH CAROLINA

## REQUEST FOR BOARD ACTION

DESCRIPTION: Calendar Year 2024 Board of Aldermen Meeting Schedules

AGENDA ITEM NO. 9A

MEETING DATE: 12/12/2023

### BACKGROUND INFORMATION:

Attached is the Board of Aldermen regular monthly meeting schedule, as well as the monthly work session schedule, for calendar year 2024. Upon approval, these schedules will be filed as required by NCGS §143-318.12.

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MANAGER RECOMMENDATION: Approve the 2024 Meeting Schedules, as presented.

---

BOARD ACTION TAKEN:

## Town of Dallas Board of Aldermen 2024 Meeting Schedule

Tuesday, January 9, 2024	6:00 pm	Community Room
Tuesday, February 13, 2024	6:00 pm	Community Room
Tuesday, March 12, 2024	6:00 pm	Community Room
Tuesday, April 9, 2024	6:00 pm	Community Room
Tuesday, May 14, 2024	6:00 pm	Community Room
Tuesday, June 11, 2024	6:00 pm	Community Room
Tuesday, July 9, 2024	6:00 pm	Community Room
Tuesday, August 13, 2024	6:00 pm	Community Room
Tuesday, September 10, 2024	6:00 pm	Community Room
Tuesday, October 8, 2024	6:00 pm	Community Room
Tuesday, November 12, 2024	6:00 pm	Community Room
Tuesday, December 10, 2024	6:00 pm	Community Room

Board meetings are held in the Community Room located at the Dallas Fire Station.

**Town of Dallas**  
**Board of Aldermen 2024 Work Session Schedule**

Monday, January 22, 2024 (Strategic Planning)	1:00 pm	Community Room
Tuesday, January 23, 2024	5:00 pm	Community Room
Tuesday, February, 27, 2024	5:00 pm	Community Room
Tuesday, March 26, 2024	5:00 pm	Community Room
Tuesday, April 23, 2024	5:00 pm	Community Room
Tuesday, May 28, 2024	5:00 pm	Community Room
Tuesday, June 25, 2024	5:00 pm	Community Room
Tuesday, July 23, 2024	5:00 pm	Community Room
Tuesday, August 27, 2024	5:00 pm	Community Room
Tuesday, September 24, 2024	5:00 pm	Community Room
Tuesday, October 22, 2024	5:00 pm	Community Room
Tuesday, November 26, 2024	5:00 pm	Community Room
Tuesday, December 24, 2024	<b>No Work Session Scheduled</b>	

Board work sessions are held in the Community Room located at the Dallas Fire Station.

# TOWN OF DALLAS, NORTH CAROLINA

## REQUEST FOR BOARD ACTION

DESCRIPTION: FY2024-25 Budget Calendar

AGENDA ITEM NO. 9B

MEETING DATE: 12/12/2023

### BACKGROUND INFORMATION:

Each year the Town establishes a calendar for the preparation of the upcoming fiscal year's budget. Attached is a proposed calendar for the FY2024-25 budget process, including a Strategic Planning Meeting on Monday, January 22, 2024. The Planning Meeting would be held in the Community Room at the Fire Department beginning with lunch at 12:30 pm and then the meeting beginning at 1:00 pm. This meeting typically lasts 3-4 hours.

Two Budget Work Sessions are scheduled: 1) Tuesday, March 26, 2024 and 2) Tuesday, April 23, 2024. These work sessions will be held at the Fire Department Community Room at 5:00 pm. An additional Budget Work Session can be held in conjunction with the regularly scheduled work session on May 28, 2024, if necessary.

Attached is the proposed Budget Calendar for FY2024-25.

---

MANAGER RECOMMENDATION: Approve the FY2024-25 Budget Calendar.

---

BOARD ACTION TAKEN:

## Town of Dallas FY 2025 Budget Calendar

Date	Description
January 11, 2024	Budget Forms to Department Heads
January 22, 2024	Strategic Planning Meeting to Discuss Goals
February 2, 2024	Department Heads forward Proposed Budget Requests to Town Manager and Finance Officer
February 12 - February 15, 2024	Department Meetings on Proposed Budget Requests
March 26, 2024	Budget Worksession
April 8 - April 11, 2024	Department Meetings on Proposed Budget Requests (if necessary)
April 23, 2024	Budget Worksession
May 17, 2024	Draft Budget Submitted to Board
June 11, 2024	Adoption of Budget Ordinance
June 30, 2024	End of FY24

# TOWN OF DALLAS, NORTH CAROLINA

## REQUEST FOR BOARD ACTION

DESCRIPTION: Election of Mayor Pro Tempore

AGENDA ITEM NO. 9C

MEETING DATE: 12/12/2023

### BACKGROUND INFORMATION:

Based on N.C.G.S. §160A-70, "At the organizational meeting, the council shall elect from among its members a mayor pro tempore to serve at the pleasure of the council." The organizational meeting, according to §160A-68 can be at any date and time decided by the council as long as it is "not later than the date and time of the first regular meeting of the council in December after the results of the municipal election have been certified". In Dallas, the organizational meeting is held at the regular December Board of Alderman meeting.

Currently, Alderman Jerry Cearley is serving as mayor pro tempore. Alderman Cearley may be re-elected to serve in this capacity, if he is willing; or another Board member may be elected.

---

MANAGER RECOMMENDATION: Elect a Board member to serve as mayor pro tempore for the next two years, pursuant to the statutes referenced above.

---

BOARD ACTION TAKEN:

**§ 160A-70. Mayor pro tempore; disability of mayor.**

At the organizational meeting, the council shall elect from among its members a mayor pro tempore to serve at the pleasure of the council. A councilman serving as mayor pro tempore shall be entitled to vote on all matters and shall be considered a councilman for all purposes, including the determination of whether a quorum is present. During the absence of the mayor, the council may confer upon the mayor pro tempore any of the powers and duties of the mayor. If the mayor should become physically or mentally incapable of performing the duties of his office, the council may by unanimous vote declare that he is incapacitated and confer any of his powers and duties on the mayor pro tempore. Upon the mayor's declaration that he is no longer incapacitated, and with the concurrence of a majority of the council, the mayor shall resume the exercise of his powers and duties. In the event both the mayor and the mayor pro tempore are absent from a meeting, the council may elect from its members a temporary chairman to preside in such absence. (1971, c. 698, s. 1; 1979, 2nd Sess., c. 1247, s. 4.)



# TOWN OF DALLAS, NORTH CAROLINA

## REQUEST FOR BOARD ACTION

DESCRIPTION: Career Expo Sponsor

AGENDA ITEM NO. 9D

MEETING DATE: 12/12/2023

### BACKGROUND INFORMATION:

Venture Church will be holding a Career Expo on January 31, 2024. The Town can participate in the Expo at a \$300 sponsorship level.

Attached is a budget amendment appropriating funds for this sponsorship.

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MANAGER RECOMMENDATION: Approve the budget amendment, as presented.

---

BOARD ACTION TAKEN:

**Town of Dallas**  
**Budget Amendment**

Date: December 12, 2023

Action: General Fund Amendment

Purpose: To Appropriate Funds for Career Expo Sponsorship

Number: REC-004

Fund	Dept	Line Item	Item Description	Original Amount	Amended Amount	Difference
10	5700	4722	Town Sponsored Events	\$51,700	\$52,000	\$300
10	3999	0000	Fund Balance Appropriated	\$568,972	\$569,272	\$300

\_\_\_\_\_  
Approval Signature  
(Town Manager)