

TOWN OF DALLAS
MINUTES FOR BOARD OF ALDERMEN MEETING
JULY 10, 2017
6:00 PM

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

The following staff members were present: Maria Stroupe, Town Manager; Da'Sha Leach, Town Clerk; Tom Hunn, Town Attorney; Allen Scott, Police Chief; Doug Huffman, Electric Director; Crystal Certain, Finance Director, Steve Lambert, Fire Chief and Bill Trudnak, Public Works Director. Anne Martin, Recreation Director and Shelley Williamson, Interim Development Services Director was absent.

Mayor Coleman called the meeting to order at 6:00 pm. He opened with the Invocation and the Pledge of Allegiance to the Flag followed.

Mayor Coleman read the meeting rules for the audience. He asked if there were any additions or deletions to amend the agenda. Alderman Huggins made a motion to approve the agenda, seconded by Alderwoman Thomas, and carried unanimously.

Alderman Withers made a motion to approve the minutes from June 13th meeting, seconded by Alderwoman Morrow, and carried unanimously.

Consent Agenda:

Item 5A was a Resolution to Participate in a Sewer System Asset Management Plan. (Exhibit A)

Item 5B was an Authorization of Submission of Written-Off Accounts to NC Debt Setoff.

Item 5C was a Cancellation of July 24th Work Session Meeting.

Alderwoman Thomas made a motion to approve the Consent Agenda, seconded by Alderman Withers, and carried unanimously.

Recognition of Citizens:

Mr. Curtis Wilson, 438 S. Gaston St., He prayed for the town citizens, staff, and leadership.

Special Events & Requests for In-Kind Services:

Item 7A was a Special Events Request for a Back to School Event. This event was hosted last year by the Police Department for children in the Dallas school area and it was very successful. The children will be able to pick up a book bag and fill it with school supplies. The Town has appropriated some funding for this event in the fiscal budget. The date of the event will be August 17th from 5:00pm until 7:00 pm in the Dallas Franklin Gym. Donations will be accepted from the businesses and residents, as well as purchases with the budgeted funds from the Town. (Exhibit B)

Alderwoman Thomas made a motion to approve, seconded by Alderman Withers, and carried unanimously.

Public Hearings: None

Old Business: None

New Business:

Item 10A was to set the Fee for Road Name Change Request Review. The Road Naming Change Ordinance was adopted June 13th meeting, 2017 but a fee was not set at that time. Based on the Ordinance, the Development Services Director will be responsible for reviewing the Road Name Change request, verifying that all of the signatures presented as property owners are in fact the owners of record, verifying all necessary information with Gaston County, and notifying all appropriate entities. The Ordinance references "Fees will be assessed as prescribed by the Town of Dallas Fee Schedule". The Town Attorney, in conjunction with the Town Manager, recommends setting the review fee at \$100 plus the cost of legal advertising, street signs, and installation. The approval of this fee will be added to the FY2017-18 Fee Schedule. The Board members discussed the extent of the reviewing process and they decided the fee should be higher. Alderman Withers made a motion to approve the fee for the Road Naming Change Request at \$200 plus the cost of legal advertising, street signs, and installation, seconded by Alderman Huggins, and carried unanimously.

Item 10B was a Resolution to Amend the County Hold Harmless Payments. In 2004, Gaston County changed their local option sales tax distribution method from per capita to ad valorem and this affected the amount of sales tax revenue received by the municipalities. In 2010, an agreement was reached to provide municipalities an additional distribution of revenue from the County to replace the terms of the 2004 Inter-local Agreement regarding sales tax. This revised agreement provided municipalities with revenue that would keep them at a level of tax revenues received for the Fiscal Year 2003-2004. The amount for the Town of Dallas was \$520,626. Municipal managers discussed the distribution and would like request that the County stabilize the Hold Harmless payments at the FY 2017 for level for three years. At the end of the three years, each municipality's agreement with the County would resume at the level agreed upon for the 2021 fiscal year. Dallas' agreement with the County runs through FY2022. The resolutions from surrounding municipalities will be presented as a group to the County for a requested amendment. The County is not obligated to accept this request from the municipalities. (Exhibit C) Alderman Huggins made a motion to approve, seconded by Alderman Withers, and carried unanimously.

Manager's Report:

- General Assembly Brunch Bill- This bill makes it legal to purchase/sell alcohol at 10 am if approved on Sundays. Each local jurisdiction must enact an ordinance to allow this new bill to allow for the time change.
- Downtown Revitalization Funds- Senator Hastings called to notify Dallas of the \$50,000 awarded from NC for revitalization in downtown Dallas.
- Duke Power True-Up-This refund came in at \$507,569.05 and is recommended to be moved into the rate stabilization fund. This also helps to prepare for the upcoming Coal Ashe payments. This will be on the Agenda for August for the Boards decision on the refund.
- Caromont Worksite Update- They are making progress.
- Mast Arm Update- There will be a meeting on Thursday for 3 repair options for the mast arms recommended by an outside Engineering firm.
- Newsletter- Preparation has been made for its completion and it should be headed to the printer this week.

Department Updates, and General Information: None

Closed Session: None

Alderman Withers made a motion to adjourn, seconded by Alderwoman Morrow, and carried unanimously. 6:36



Rick Coleman, Mayor



Da'Sha Leach, Town Clerk



Sewer System Asset Management Plan

WHEREAS, The Town of Dallas owns, operates, and maintains a sewer system, which includes a collection system and wastewater treatment plant with asset ages ranging from 10 to nearly 80 years old; and

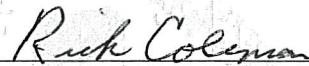
WHEREAS, The Town recognizes the requirement to properly operate and maintain its sewer assets as well as the need to continually improve, repair, and upgrade these assets in order to maintain the operational efficiency of the sewer system and provide high-quality services to Dallas' residents and businesses; and

WHEREAS, The Town has implemented an asset management-based approach for managing its infrastructure capital assets in order to minimize the total cost of owning and operating them while delivering the desired service levels; and

WHEREAS, The Town has identified the following six (6) goals associated with its asset management planning approach: 1) maintain public satisfaction; 2) protect the environment; 3) maintain predictable rates; 4) support economic development; 5) be good stewards of infrastructure resources; and 6) invest strategically.

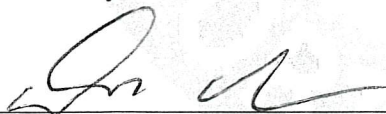
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN FOR THE TOWN OF DALLAS, that the Town of Dallas authorized the adoption and implementation of the *Sewer System Asset Management Plan*, incorporating the NCDEQ-required components of such plans, including an asset inventory, inventory assessment, and operation and maintenance plan.

Adopted this the 10th day of July, 2017.



Rick Coleman, Mayor

Attested by:



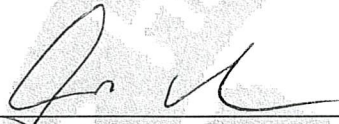
Da'Sha Leach, Town Clerk



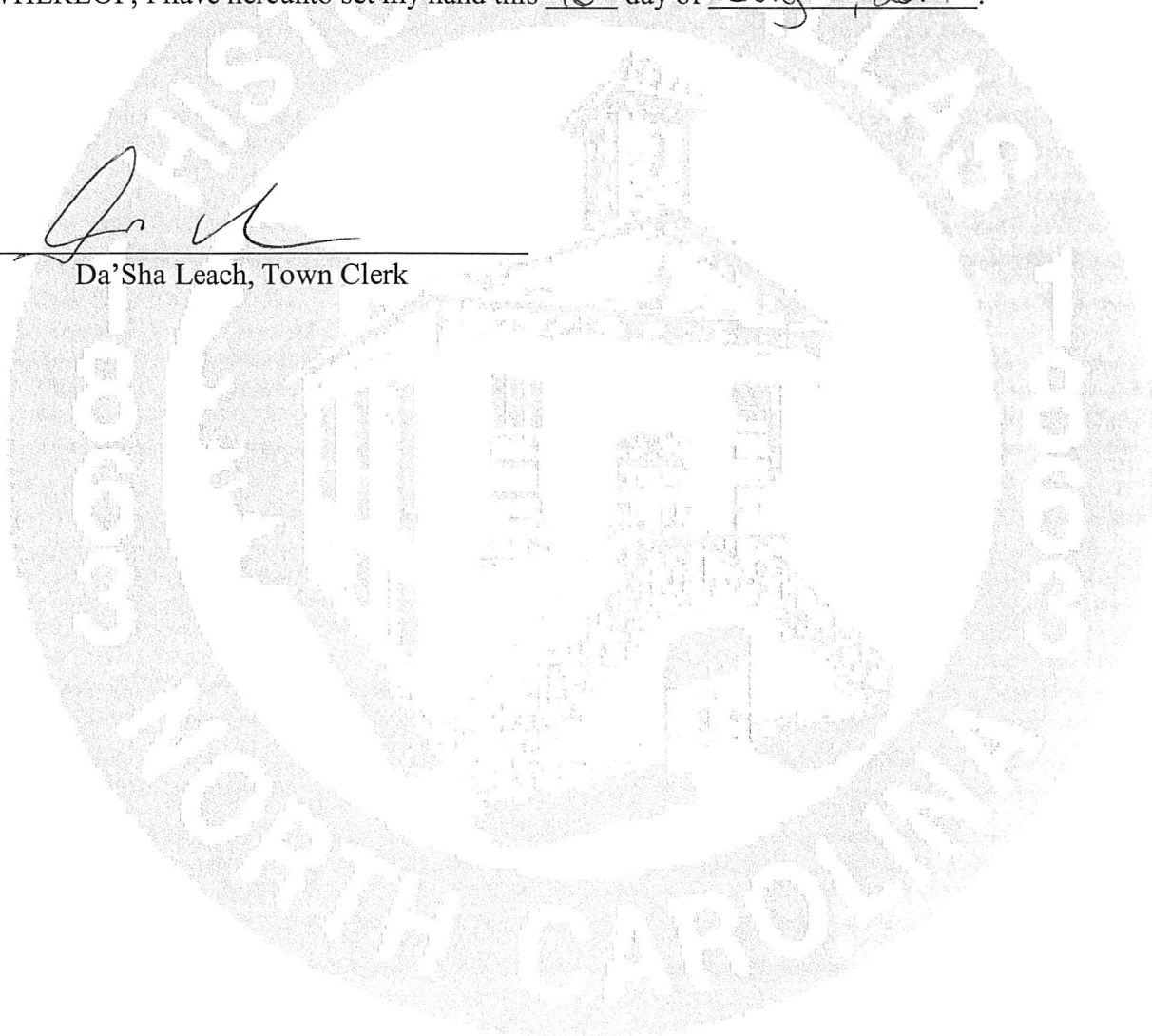
Sewer System Asset Management Plan

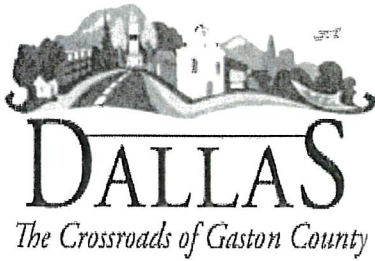
CERTIFICATION BY RECORDING OFFICER

The undersigned duly qualified and acting Town Clerk of the Town of Dallas does hereby certify: That the above/attached resolution is a true and correct copy of the resolution authorizing adoption and implementation of the Town's Sewer System Asset Management Plan, as regularly adopted at a legally convened meeting of the Town of Dallas Board of Aldermen duly held on the 10th day of July, 2017 and further, that such resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have hereunto set my hand this 10th day of July, 2017.



Da'Sha Leach, Town Clerk





**Special Events/
Activities Application**

Town of Dallas
210 North Holland Street
Dallas, NC 28034-1625
(704) 922-3176
Fax: (704) 922-4701

The purpose of this application is to provide information about your event or activity in order for the Town of Dallas to best assist you. Depending on the specific event, a permit application and/or fee(s) from other departments may be required. The applicant is responsible for providing complete and accurate information on the application, The applicant is responsible for notifying the Town of Dallas of any changes. **A complete application must be submitted by no later than 5:00 p.m. on the Tuesday preceeding the date of the Board meeting at which the event is to be approved, for an event which is to occur no sooner than 14 days following its date of approval.**

APPLICATION INFORMATION

Name of Event:	"Tools For School" Back to School Event		
Facility Requested:	Dallas Gym		
Applicant Name:	Sarah Turner		
Organization:	Town of Dallas/Dallas Police Department		
Mailing Address:	207 W Church St.		
City / State / Zip:	Dallas NC 28034		
Daytime Phone:	704-922-3116	Cell:	704-747-2763
		E-Mail:	sturner@dallasnc.net
Description of the Event:	Even to distribute school supplies to Dallas children		
Does the event have a Facebook, Twitter, or other social networking page:	no		
If yes, please list URL(s):	none		
Date (s) Requested for Event:	Thursday, August 17th, 2017		
Event Start Time:	5:00pm	Event End Time:	7:00 PM
Road Closure Time Begins (if applicable):	N/A	Road Closure Time Ends:	N/A
Set Up Begins:	Noon	Set Up Ends:	7:30 PM
Preferred Date & Time of Inspection (if required):	8/17/2017		
Estimated Attendance:	100-150		
The Event is:	<input type="checkbox"/> Private (by invitation only)	or	<input checked="" type="checkbox"/> Open to General Public
Describe the procedures to be used for selecting vendors and exhibitors for this event:			
No vendors/ everything will be provided at NO cost to the participants.			

Applicant's Signature: Sarah Turner Date: 06/16/17

A pre-event meeting may be required and will be scheduled to include appropriate staff. The event applicant must attend the meeting.

TENTS/CANOPIES/MEMBRANE STRUCTURES

Will tents/canopies/membrane structures be used for events? N/A Yes N/A No (if no proceed to next section.)

# of Canopies	<input type="checkbox"/> N/A	(fabric structure that is open without sidewalls on 75% or more of perimeter)
# of Tents	<input type="checkbox"/> N/A	(fabric structure that is enclosed with sidewalls on more than 25% of perimeter)
# of Membrane structures	<input type="checkbox"/>	(air supported or air inflated structure)
Other type of structure (provide description)	<input type="checkbox"/>	

Notes N/A

MUSICAL ENTERTAINMENT PERFORMANCES

Are there any musical entertainment features related to your event? N/A Yes N/A No (if no proceed to next section.)

If yes, state the number of stages, number of bands and type of music:

Number of stages: N/A Number of Bands: N/A

Type(s) of music:

Will your event use amplified sound? N/A Yes N/A No

If yes, please indicate times: Start Time: Finish Time:

Will sound checks be conducted prior to the event? N/A Yes N/A No

If yes, please indicate times: Start Time: Finish Time:

* Must comply with Town of Dallas general entertainment ordinance.

HAZARDOUS MATERIALS AND OTHER SAFETY CONCERNS

Will the event have any hazardous materials such as propane, butane, gasoline, diesel tanks, helium cylinders or other upright tanks? N/A Yes N/A No

If yes, all tanks must be secured in a manner to prevent accidentally being knocked over. All helium tanks not being used shall have their caps in place.

Will there be any portable heaters? N/A Yes N/A No

Will there be any deep fat fryers? N/A Yes N/A No

Will there be any fireworks, lasers, torches, candles or pyrotechnics? N/A Yes N/A No

Will generators or electrical power be used? N/A Yes N/A No

If yes, provide electrical load data and location of connection. In the case of extraordinary use or hookups, fees may apply.

AMUSEMENT RIDES AND MECHANICAL ATTRACTIONS

Does the event include mechanical rides, or other similar attractions? N/A Yes N/A No

If yes, company name?

Company address:

List details, if any:

Applicants contracting with amusement ride companies are required to provide the Town of Dallas with a certificate of insurance, naming applicant and the Town of Dallas (if applicable) as additional insured on general liability.

ALL rides must be inspected and approved by The Department of Labor.

VENDORS

A vendor is anyone who is serving, selling, sampling, or displaying food, beverages, merchandise or services

Does the event include food vendors? N/A Yes N/A No

If the event will have food vendors, please check the following that apply:
 Served Sold Catered Prepared Outdoors

Does the event include food concession and/or cooking areas? Yes No

If yes, please list each vendor and specify cooking method (Gas, Electric, Charcoal, Other)
(Use additional sheet if necessary)

Vendor	Cooking Method	Food Item

Food and beverages shall not be sold at an event unless approved and licensed, if necessary by the Gaston County Health Department. Event organizers are responsible for arranging health inspections for their event.

List all other commercial vendors who will be present during the event (serving, selling, sampling, or displaying).

VENDOR NAME	ADDRESS	PHONE NUMBER (S)

EVENT SCHEDULE

Provide a detailed schedule of the event including dates and times for entertainment, activities, hours of event, start time, finish time, etc. If the event requires an extended time frame for set-up, include details with a timeline listing the times and locations where streets or public property will be impacted and when dismantling will be completed.

(Use additional sheet of paper if necessary)

DATE	TIME	ACTION	ADDITIONAL NOTES

SERVICES

The Town of Dallas does not provide amenities such as portable washrooms/toilets, sound systems, tables, chairs, tents, canopies or other equipment. The applicant is responsible for arranging and providing services such as event clean up, traffic control, etc.

TRASH CONTAINERS

In order to determine what types of containers best suit the needs of the event, please answer the following questions:

Will the event be serving/selling/distributing beverages? N/A Yes N/A No

If yes, in what containers will they come packaged in?

N/A aluminum cans N/A glass bottles/jars N/A plastic bottles/jugs/jars

How many trash cans are you requesting for trash? N/A

How many recycle carts are you requesting? N/A

Delivery Location?

Date and Time for rollout carts to be emptied?

Date and Time for rollout carts to be picked up?

Applicants are responsible for cleaning and restoring the site after the event. Please pick up all trash including paper, plastic, bottles, cans and event marketing signs. Clean-up fees may be incurred because of an applicant's failure to clean and/or restore the site following the event. If you reasonably believe that no litter will be generated during your event, please state this in your plan.

PUBLIC PROPERTY CLEAN-UP

Contracted personnel or volunteers may be used if indicated below. What is the clean-up plan for the event?

SAFETY AND SECURITY (CHECK ALL TYPES OF SECURITY USED)

Stage Security Event Area Security Road Closure Security

Other Officers will be present to greet the children

Overnight Security From : To :

Dates & Times security will be on site:

Security provided by: Number of Security Personnel:

Applicant may be required to hire sworn off-duty Town of Dallas police officers or Sheriff's Department personnel to provide security to insure public safety. The Town of Dallas will determine the number of security personnel required on site.

SITE PLAN

Provide a detailed Site-Plan sketch of the event. Include maps, outline or diagram of the entire event venue including the names of all streets and the surrounding area. The plan should include the following information:

- Location of the event/activity on the property with approximate distances from roads, fire hydrants, existing buildings, etc.
- Location of temporary structures that will be used during the event. Must indicate size of temporary structures, distances between temporary structures and existing buildings.
- Identify how each temporary structure will be used. Example: type of vendor, food preparation, etc.
- Identify location of all cooking devices and open flames; generators and fuel storage.
- Location of all fencing, barricades, or other restrictions that will impair access to and from the event or property.
- Identify all designated parking areas.

ROUTE AND TRAFFIC PLAN

<input type="checkbox"/> N/A PARADE (Includes floats, vehicles, and persons)	<input type="checkbox"/> N/A BICYCLES
<input type="checkbox"/> N/A MARCH OR WALK (persons only)	<input type="checkbox"/> N/A FOOT RACE
<input type="checkbox"/> N/A VEHICLES ONLY (Includes motorcycles)	
<input type="checkbox"/> N/A OTHER (Description: _____)	
Number of Persons: <input style="width: 50px;" type="text"/>	% Children: <input style="width: 50px;" type="text"/>
Number of Vehicles: <input style="width: 50px;" type="text"/>	Vehicle Types: <input style="width: 150px;" type="text"/>
Number of Animals: <input style="width: 50px;" type="text"/>	Kinds: <input style="width: 150px;" type="text"/>
DESCRIBE BELOW THE EVENT ROUTE. IF THERE IS MORE THAN ONE SEGMENT TO AN EVENT, INCLUDE START AND FINISH TIMES FOR EACH SEGMENT. (Example: The "GENERIC AWARENESS RUN" may include a 5k, a 10k, and a Fun Run).	

ROAD CLOSURES

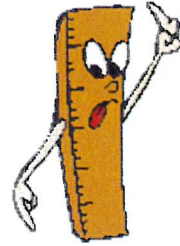
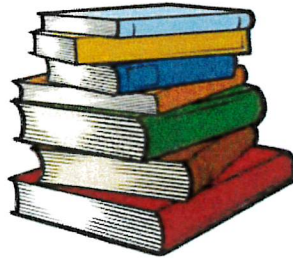
(This section is intentionally obscured for privacy in the original document.)

- NC and US roadways will also require approval from the NCDOT.
- The proposed route to be traveled including the requested starting and termination point. Please also clarify the directions of movement of your event.
- Routing plans for traffic. Illustrate a plan to include roads that you are requesting to be closed to vehicular or other traffic for your event. Include planned arrangements to resolve conflicts with people trying to reach businesses, their own residences, places of worship and public facilities including public transportation.
- Whether the event will occupy all or a portion of the street(s) requested for use.
- Proposed locations for barricades, signs and police/volunteers.
- The provision of twenty foot (20') minimum emergency access lanes throughout the event site.
- White temporary water base paint can be used to mark the route on the street pavement (May be purchased at common hardware stores such as Lowes Home, Home Depot, etc.).

Please Note: All road closure requests will be strictly reviewed by the Town of Dallas. Approval, denial, or modification of all road closure requests are at the sole discretion of the Town of Dallas. The Town has final discretion over your Route and Traffic Plan including, but not limited to the route, placement and number of all barricades, signs, and police/volunteer locations.

DO NOT ASSUME, ADVERTISE, OR PROMOTE YOUR EVENT UNTIL YOU HAVE A SIGNED PERMIT FROM THE TOWN OF DALLAS. CONFLICTS DO ARISE AND CHANGES TO THE REQUEST MAY BE NECESSARY.

Applicant's Signature: *Sarah C. Jumper* Date: *06/16/17*



Town of Dallas Tools for School Event



Please join us at the Dallas Gym

August 17th, 2017

5:00pm-7:00pm

For FREE school supplies to school aged children!

****Children must be present to receive supplies****

Amending County Hold Harmless Payments

WHEREAS, Counties in North Carolina can change the method of distributing local option sales tax revenues between per capita and the proportion of ad valorem tax levies; and

WHEREAS, Gaston County changed its local option sales tax distribution methodology from per capita to ad valorem tax levies effective FY 2010; and

WHEREAS, Gaston County executed contracts with Gaston County municipalities to provide Hold Harmless funds that help offset each municipality's sales tax revenue loss resulting from the change to ad valorem tax levies methodology.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE TOWN OF DALLAS:

That the Town would collaborate with other Gaston County municipalities to request the County for Hold Harmless stabilization; and

That the Town proposes that the Hold Harmless payment stabilization would equal the amounts paid in FY 2017; and

Finally, the Town requests that said Hold Harmless payment stabilization remain in effect for FY 2018, FY 2019, and FY 2020, and after FY 2020 said Hold Harmless payments would revert to the lower FY 2021 payments and all subsequent payments provided for in the current agreement with Gaston County.

Adopted this the 10th day of July, 2017.



Rick Coleman

Rick Coleman, Mayor

Attested by:



Da'Sha Leach

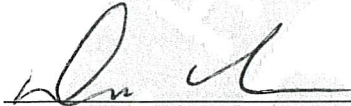
Da'Sha Leach, Town Clerk



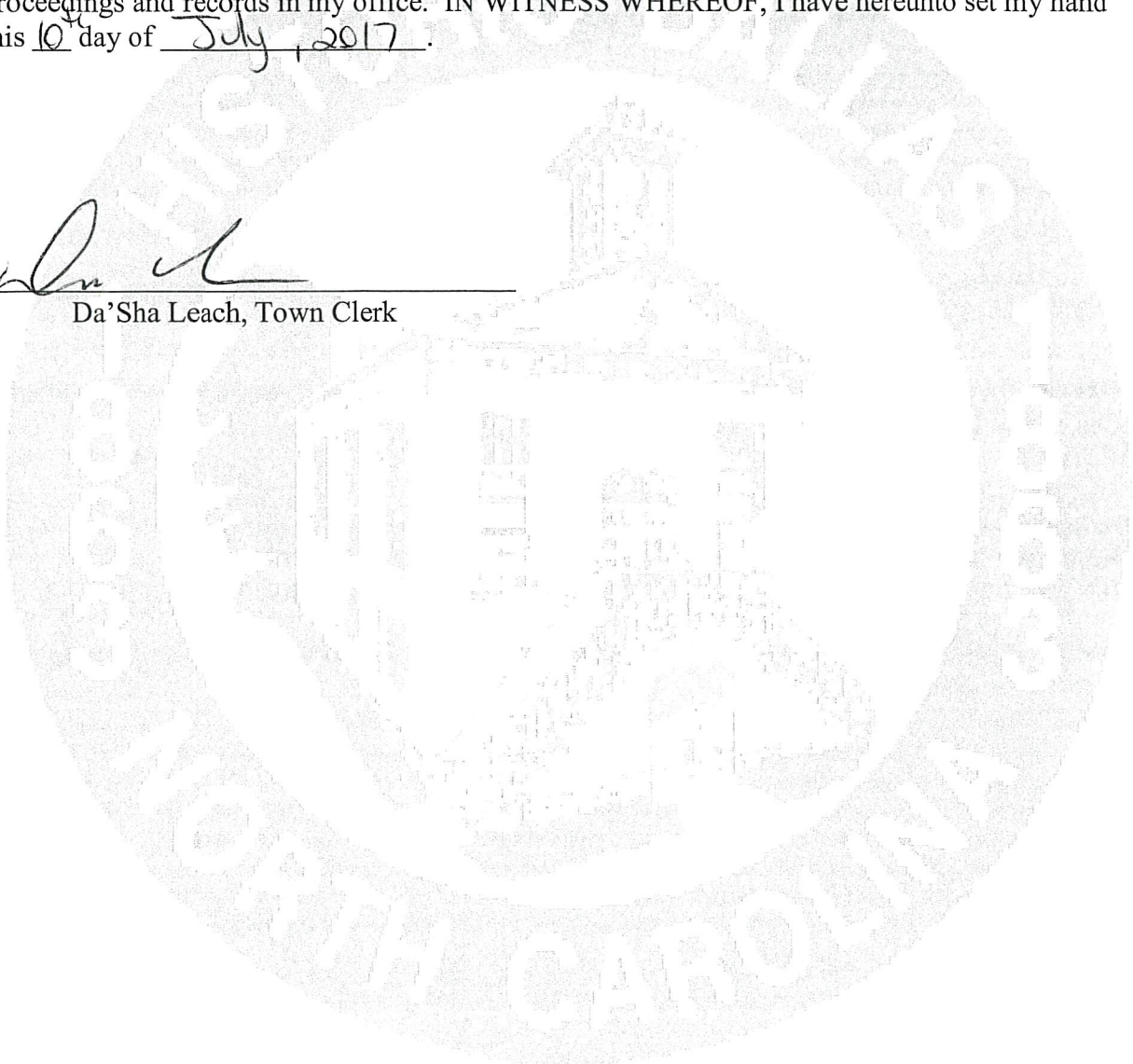
Amending County Hold Harmless Payments

CERTIFICATION BY RECORDING OFFICER

The undersigned duly qualified and acting Town Clerk of the Town of Dallas does hereby certify: That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the Town of Dallas Board of Aldermen duly held on the 10th day of July, 2017 and further, that such resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have hereunto set my hand this 10th day of July, 2017.



Da'Sha Leach, Town Clerk



Town of Dallas

Sales Tax Revenue Collections

<u>Fiscal Year</u>	<u>Hold Harmless</u>	<u>County Distribution</u>	<u>State Distribution</u>	<u>Total Tax Received</u>
2009-2010	\$280,902	\$281,580	\$239,043	\$520,624
2010-2011	\$259,294	\$264,960	\$265,855	\$530,815
2011-2012	\$237,686	\$227,830	\$282,196	\$510,026
2012-2013	\$216,078	\$219,210	\$301,416	\$520,626
2013-2014	\$194,470	\$190,704	\$315,441	\$506,145
2014-2015	\$172,862	\$178,982	\$345,095	\$524,077
2015-2016	\$151,255	\$152,301	\$366,430	\$518,731
2016-2017	\$129,647	\$125,571	\$395,055	\$520,626
2017-2018	\$108,039			
2018-2019	\$86,431			
2019-2020	\$64,823			
2020-2021	\$43,216			
2021-2022	\$21,608			