Locust City Council Meeting

Agenda

Joel Huneycutt Community Room

7:00 PM

November 9, 2023

Mayor	**Mayor Steve Huber**
Council Members	Mayor Pro-Tem Larry Baucom, Mandy Watson, Roger Hypes, Harry Fletcher, Mike Haigler, Barry Sims, and Rusty Efird

Call to Order:	1.	Call to Order	Mayor Huber
	2.	Presentation of Colors, Prayer	Mayor Huber
	3.	Adopt Agenda	
	4.	Minutes - adopt (October 12th and October 24th Special Meeting)	Amy Furr
	•	October 12, 2023	
	•	October 24, 2023 - Special Meeting	
Reports:	5.	Financial Reports	
	•	Financial Summary - October 31, 2023.	
	•	Purchase Orders	
	•	Budget Amendments	
	6.	Mayor's Report	Mayor Huber
Department Reports:	7.	Manager's Report	Cesar Correa
	•	North Carolina League of Municipalities - MOU	
	•	Town Center Street Trees	
	8.	Administration/HR	Harry Fletcher
	9.	Parks	Mandy Watson
	10.	Facilities	Barry Sims
	•	Senior Center Update	
	11.	Public Works	Larry Baucom
	•	Wastewater Flow Report - October 31, 2023.	
	12.	ABC, Economic Development & Small Business Support	Rusty Efird
	•	ABC Appointments	

13. Public Safety — Roger Hypes
    - Public Safety Report - October 2023.
14. Planning & Zoning — Mike Haigler
    - Planning & Zoning Report - October 31, 2023.
    - Conditional Rezoning - James Schad
    - Schedule Public Hearings
15. Public Comment Period:
16. Board Closing Comments
17. Adjourn

Next Scheduled Council Meeting - December 14, 2023

Locust City Council
Meeting Minutes
Joel Huneycutt Community Room

7:00 PM

October 12, 2023

Mayor	**Mayor Steve Huber**
Council Members	Mayor Pro-Tem Larry Baucom, Mandy Watson, Roger Hypes, Harry Fletcher, Mike Haigler, Barry Sims, and Rusty Efird

1. Call to Order
Public Hearing: Conditional rezoning request for TwentyFour West Marketplace.
No one spoke for or against

Public Hearing: Conditional rezoning request for All Phase Everything Auto.
No one spoke for or against

Meeting called to order at 7:02pm

2. Presentation of Colors, Prayer
Mayor Huber led in the Pledge of Alligence and Council Member Rusty Efird gave the invocation

3. Adopt Agenda
M/S/A Council Members Harry Fletcher and Larry Baucom (7-0)
Motion to adopt the agenda as amended

4. Minutes - adopt September 14, 2023
M/S/A Council Members Harry Fletcher and Rusty Efird (7-0)
Motion to approve the September 14, 2023 minutes

September 14, 2023

5. Financial Reports

The City's first distribution of property taxes and sales taxes was received in September. General Fund revenues exceed expenditures by $1,084,486.58. Wastewater Fund revenues exceed expenditures by $400,696.12. ABC store distribution received was $20,340.17 plus end of FY distribution of $34,086.91. Sales tax distribution received was $148,794.48. We also received the Powell Bill distribution of $75,473.94 and the SRO grant funds from Stanly County in the amount of $36,666. Also, the auditors will be present at the November 9th meeting to present the audit for fiscal year 2022/2023.

Financial Summary - September 30, 2023

6. Mayor's Report

Mayor Huber recognized Asst. Chief of Police Kevin O'Connor who introduced the newly sworn officer, Officer Caleb Whitley. Mayor Huber also thanked young citizen Levi for his thoughtful gift.

Introduction of new LPD Officer Caleb Whitley

7. Manager's Report

Purchase orders and budget amendments were reviewed. Sewer Improvements – Resolution of Award for Contract 1 to Dellinger, Inc.: In September, the State budget was approved. This means that we can officially count on $10M in funding that was provided for Locust water and sewer projects. These funds will help us pay the remaining balance of the North Basin Sewer Improvements. We will use the remaining portion of our System Development Fees first, and then utilize this funding to avoid using wastewater fund balance reserves. Please see attached for resolution of award, and back up information. Sewer Improvements – Resolution of Award for Contract 2 to Propst Construction Co., Inc: This is the remaining contract to be approved for the North Basin Improvements. We are currently working with both our engineers and NCDEQ to complete important changes to our plans. These changes will result in additional charges. The additional expenses will be accounted in a work exchange order, but we need to award the contract as the current bid expires in October 14th. The entire funding for Contract 2 will come from the $10M appropriation we're scheduled to receive from the State. The City has also been allocated $500,000 for the new Senior Center. City Manager Cesar COrrea publicly thanked the staff.

M/S/A Council Members Harry Fletcher and Mandy Watson (7-0)
Motion to Approve purchase orders

M/S/A Council Members Harry Fletcher and Larry Baucom (7-0)
Motion to approve budget amendments

M/S/A Council Members Harry Fletcher and Larry Baucom (7-0)
Motion to adopt resolution awarding Sewer Improvement Contract 1 to Dellinger, Inc.

M/S/A Council Members Harry Fletcher and Larry Baucom (7-0)
Motion to adopt resolution awarding Sewer Improvement Contract 2 to Propst Construction Co., Inc.

Resolution of Award: North Basin Sewer Improvements - Contract 1

Resolution of Award: North Basin Sewer Improvements - Contract 2

Purchase Orders

Budget Amendments

8. Administration/HR
Nothing to report at this time

9. Parks
Park Director Emily Jones is currently attending the Director's conference in Dallas, TX. Lots of events throughout October. 5K, movies, fall festival, basketball and the last few weeks of the farmers market. New offering at the park and in the backyard at City Hall will be Yoga.

10. Facilities
City Manager Cesar Correa looks to meet with the seniors to go over the plans for the new Senior Center

11. Public Works
Flow has been great and the department has done a great job managing the INI.

Wastewater Flow Report

12. ABC, Economic Development & Small Business Support
ABC Board Member Joe Bishop wants to step down, so the board will have a vacancy and we will be accepting applications. Grand Re-Opening for Tailgators last Friday and ModWash will have their grand opening this coming Wednesday.

13. Public Safety
Department statistics were reviewed by Council Member Roger Hypes. Officers of the month for September were POII Josh Gardner and Officer Adam Hartsell. Both officers received a citizen accommodation for their diligence during a medical call they responded to.

Public Safety Summary - September 2023

14. Planning & Zoning
Representatives from M/I Homes came to present the updated site plan with the updated location of the cart path connecting to Dogwood Street. Planning report was reviewed by Council Member Michael Haigler.

M/A Council Member Michael Haigler (No Second Needed) (7-0)
Motion to To approve the conditional rezoning request designating the subject property as Highway Commercial – Conditional (HC-C) for TwentyFour West Marketplace with the associated site plan and proposed elevations, to be consistent with the 2014 Land Use Plan

M/A Council Member Michael Haigler (No Second Needed) (7-0)
Motion to To approve the conditional rezoning request designating the subject property as Highway

Commercial – Conditional (HC-C) for All Phase Everything Auto with the associated site plan and proposed elevations, to be consistent with the 2014 Land Use Plan

M/A Council Member Michael Haigler (No Second Needed) (7-0)
Motion to approve the residential project submitted by M/I Homes the conditional rezoning request designating the subject property as Open Space - Conditional (OPS-C) with the associated site plan and proposed elevations, to be consistent with the 2014 Land Use Plan

M/S/A Council Members Michael Haigler and Harry Fletcher (7-0)
Motion to schedule public hearing for November 9,2023 for conditional rezoning request submitted by James Schad

Monthly Report - September 2023

Conditional rezoning: M/I Homes

Conditional Rezoning: 24 West Market Place

Conditional Rezoning: All Phase Auto Repair

Schedule Public Hearing: Conditional Rezoning for James Schad

15. Public Comment Period:
No one signed up to speak

16. Board Closing Comments
Glad to see those who came out this evening. Thanks to City Manager Cesar Correa and all City staff for all of their hard work. Good to see former Council Member JC Burris come out tonight. Welcome to newly sworn Officer Caleb Whitley. Good to see all the things happening in Locust. Thank you to Levi for his interest in the City. Thank you to Planning & Zoning Director Scott Efird for everything he and his staff has done. Appreciate the Locust Police Department for their mutual aid in a traffic taskforce initiative with Cabarrus County and their efforts to keep the citizens safe.

17. Adjourn
M/S/A Council Members Harry Fletcher and Larry Baucom (7-0)
Motion to enter into executive session GS: 143-318.11 at 8:21 pm

Out of executive session at 8:40 pm

M/S/A Council Members Harry Fletcher and Larry Baucom (7-0)
Motion to adjourn at 8:41 pm

_____ _____
Amy Furr, City Clerk Stephen Huber, Mayor

Locust City Council
Special Meeting Minutes
Joel Huneycutt Community Room

9:00 AM

October 24, 2023

Mayor	**Mayor Steve Huber**
Council Members	Mayor Pro-Tem Larry Baucom, Mandy Watson, Roger Hypes, Harry Fletcher, Mike Haigler, Barry Sims, and Rusty Efird

1. Call to Order
Special Meeting was called to order by Mayor Pro-tem Larry Baucom at 9:00 am

M/S/A Council Members Rusty Efird and Roger Hypes (5-0)
Motion to excuse Mayor Huber and Council Members Michael Haigler and Harry Fletcher

2. Presentation of Colors, Prayer
Mayor Pro-tem Larry Baucom led in the Pledge of Alligence and Council Member Roger Hypes gave the invocation

3. Adopt Agenda
M/S/A Council Members Barry Sims and Mandy Watson (5-0)
Motion to adopt agenda as presented

4. Planning & Zoning
Mayor Pro-tem Larry Baucom, Council Members Mandy Watson, Roger Hypes, Rusty Efird, Barry Sims, P&Z Board Chairman Tim Fesperman, P&Z Director Scott Efird, City Manager Cesar Correa, and City Clerk Amy Furr loaded up in a transit van and headed to Wesley Chapel to tour the new Cresswinds neighborhood. They toured several model homes and the proposed amenity facility under construction.

M/S/A Council Members Rusty Efird and Roger Hypes (5-0)
Motion to leave City Hall at 9:09am to Cresswinds Wesley Chapel

Returned to City Hall at 1:24pm

5. Public Comment Period:
No one signed up to speak

6. Board Closing Comments
Thank you to all who participated in the tour today.

7. Adjourn
M/S/A Council Members Barry Sims and Rusty Efird (5-0)
Motion to adjourn at 1:31pm

_____ _____
Amy Furr, City Clerk Stephen Huber, Mayor

CITY OF LOCUST
FINANCIAL SUMMARY REPORT - October 31, 2023
FISCAL YEAR ENDING 6/30/2024

GENERAL FUND

REVENUES	ACTUAL FY '21/'22	CURRENT BUDGET	ACTUAL 6/30/2024	Y-T-D % COLLECTED
PROPERTY TAXES	$ 2,247,687	$ 2,000,000	$ 1,618,834	80.94%
VEHICLE TAXES/DMV VEHICLE FEES	$ 43,216	$ 40,000	$ 13,130	32.83%
FRANCHISE TAXES	$ 215,075	$ 190,000	$ 50,439	26.55%
SALES TAXES	$ 1,477,529	$ 1,100,000	$ 290,436	26.40%
CABLE VISION FRANCHISE	$ 22,236	$ 17,500	$ 4,967	28.38%
SOLID WASTE	$ 260,669	$ 250,000	$ 194,520	77.81%
BUSINESS REGISTRATION/PERMITS	$ 100,864	$ 10,000	$ 18,225	182.25%
POWELL FUND	$ 144,341	$ 145,100	$ 75,480	52.02%
ALL OTHER REVENUES	$ 578,113	$ 520,049	$ 389,535	74.90%
	$ 5,089,729	$ 4,272,649	$ 2,655,567	62.15%

EXPENDITURES	ACTUAL FY '21/'22	CURRENT BUDGET	ACTUAL 6/30/2024	Y-T-D % SPENT
GENERAL ADMINISTRATION GOV'T	$ 598,245	$ 690,750	$ 282,419	40.89%
CENTRAL SERVICES	$ 81,683	$ 74,250	$ 19,346	26.06%
PUBLIC SAFETY	$ 1,513,229	$ 1,745,599	$ 642,456	36.80%
PUBLIC WORKS	$ 357,497	$ 386,050	$ 119,246	30.89%
POWELL FUND/STREETS	$ 207,446	$ 322,000	$ 115,471	35.86%
SANITATION	$ 250,231	$ 500,000	$ 129,572	25.91%
PARKS & RECREATION	$ 376,279	$ 553,000	$ 213,044	38.53%
CONTRIBUTION TO WASTE WATER FUND	$ -	$ -	$ -	0.00%
CAPITAL PROJECT FUND	$ -	$ -	$ -	0.00%
ECONOMIC DEVELOPMENT	$ 2,103	$ 1,000	$ -	0.00%
TRANSFER TO WASTE WATER	$ -	$ -	$ -	0.00%
DEBT SERVICE	$ 1,607,417	$ -	$ -	0.00%
GENERAL FUND RESERVE	$ -	$ -	$ -	0.00%
	$ 4,994,131	$ 4,272,649	$ 1,521,554	35.61%
Y-T-D FUND BALANCE INCREASE	**$ 95,598**	**$ -**	**$ 1,134,013**	

Sales Tax Revenue Summary

May 2023	$ 129,641.75	rec. 7/15/2023
June 2023	$ 139,946.57	rec. 8/16/2023
July 2023	$ 148,794.48	rec'd 9/15/2023
Aug 2023	$ 141,641.90	rec'd 10/4/2023

ABC Income Summary

July 2023	$ 20,340.17	
August 2023	$ 3,215.25	LEO 4th QTR
August 2023	$ 20,340.17	rec'd 9/1/2023
September 2023	$ 34,086.91	FYE 2022-2023 Dist.
September 2023	$ 20,340.17	rec'd 10/2/2023
October 2023	$ 20,340.17	

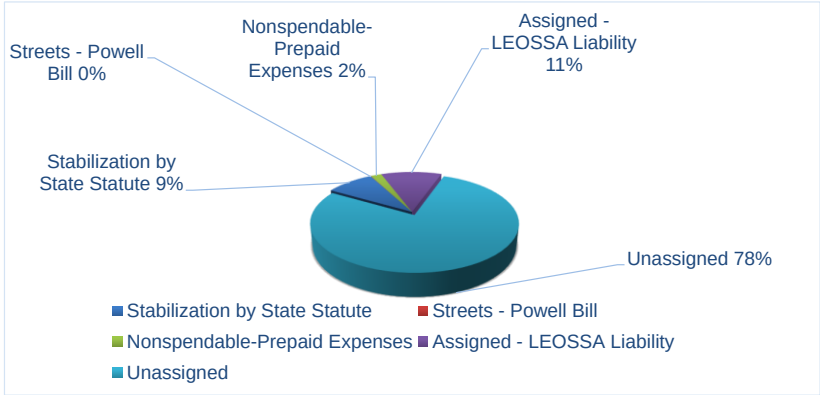
WASTE WATER FUND

REVENUES	ACTUAL FY '21/'22	CURRENT BUDGET	ACTUAL 6/30/2024	Y-T-D % COLLECTED
MISC INCOME	$ 7,692	$ 1,000	$ 270	27.00%
INTEREST INCOME	$ 1,694	$ 2,714	$ 37,303	1374.46%
NEW DEV SEWER TAP FEES	$ 565,000	$ 100,000	$ 12,500	0.00%
AVAILABILITY FEES	$ 132,821	$ 115,000	$ 42,664	12.50%
USER FEES	$ 1,343,641	$ 1,000,000	$ 562,585	56.26%
SYSTEM DEVELOPMENT FEE	$ 612,308	$ 102,278	$ 70,700	37.10%
FUND BALANCE RESERVES	$ -		$ -	0.00%
WASTEWATER RESERVES	$ -	$ -	$ -	0.00%
OTHER FEE INCOME	$ 210	$ -	$ 40	0.00%
	$ 2,663,366	$ 1,320,992	$ 726,062	54.96%

EXPENDITURES	ACTUAL FY '21/'22	CURRENT BUDGET	ACTUAL 6/30/2024	Y-T-D % SPENT
ADMINISTRATION	$ 284,877	$ 346,714	$ 122,092	35.21%
WASTE COLLECTION & TREATMENT	$ 943,942	$ 972,000	$ 43,332	4.46%
CAPITAL PROJ - REDAH/N BASIN PS	$ 6,384	$ 2,278	$ 2,278	0.00%
TRANSFER CAPITAL RESERVE	$ -		$ -	#DIV/0!
DEBT SERVICE	$ -	$ -	$ -	0.00%
	$ 1,235,203	$ 1,320,992	$ 167,701	12.70%
Y-T-D FUND BALANCE INCREASE	**$ 1,428,163**	**$ -**	**$ 558,361**	0.00%

GENERAL FUND INVESTMENT POSITIONS

Total Fund Balance	6/30/2022
Stabilization by State Statute	$ 360,686
Streets - Powell Bill	$ 2,266
Nonspendable-Prepaid Expenses	$ 82,021
Assigned - LEOSSA Liability	$ 453,822
Unassigned	$ 3,165,874
Subtotal	**$ 4,064,669**



Updated 11/3/2023

City of Locust
Post Office Box 190
Locust, North Carolina 28097-0190
(704) 888-5260

Purchase Order Requests – 11/9/2023

Purchase Request # 5119
Vendor: Chambers Engineering, PA
For: Red Bridge Analysis – Invoice 11580
Amount: $ 6,868.75
Charge Code: 061-005-07400-52102 WW – Engineering Fees
Remaining Budget: $ 276.56

Purchase Request # 5121
Vendor: AL Lowder
For: WW – Station Maintenance – Main Line, etc. – pump & haul
Amount: $ 1,400.00
Charge Code: 061-005-07400-54101 WW – Other Maintenance
Remaining Budget: $ 32,595.01

Purchase Request # 5122
Vendor: NCDEQ
For: WW – Annual WW Permit Fees
Amount: $ 1,160.00
Charge Code: 061-005-07100-52108 WW – Legal Fees
Remaining Budget: $ 3,215.00

Purchase Request # 5123
Vendor: Trophy Heaven
For: Parks – Baseball/Soccer Medals
Amount: $ 1,047.00
Charge Code: 011-005-06000-53114 Park – Youth Athletics
Remaining Budget: $ 34,788.98
Note: cost of medals is included in the participant registration fee

City of Locust

Post Office Box 190
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(704) 888-5260

Purchase Order Requests – 11/9/2023

Purchase Request # 5127
Vendor: Lawmen's
For: Police – officer body armor
Amount: $ 1,119.00
Charge Code: 011-005-04300-53108 Police – Equipment
Remaining Budget: $ 1,767.00

Purchase Request # 5128
Vendor: NC State Bureau of Investigations
For: Police – DCI service for mobile computers
Amount: $ 1,158.00
Charge Code: 011-005-04300-53517 Police - Communications
Remaining Budget: $ 11,373.70

Purchase Request # 5129
Vendor: Lawmen's
For: Police – department shirts
Amount: $ 1,483.60
Charge Code: 011-005-04300-53104 Police - Uniforms
Remaining Budget: $ 4,220.55

City of Locust

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Requested Budget Amendments
11/9/2023

General Fund

Line-Item Transfers
Expenditures:

($48.00)	011-005-04300-51100 Police – Salaries & Wages
$20.00	011-005-04300-53103 Police – Hiring Expenses
$28.00	011-005-04300-55101 Police – Liability Insurance
($75.00)	011-005-06000-51100 Parks – Salaries & Wages
$75.00	011-005-06000-53102 Parks – Office Supplies

RESOLUTION TO APPROVE A MUNICIPAL ACCOUNTING SERVICES, CYBERSECURITY AND TECHNICAL ASSISTANCE MEMORANDUM OF AGREEMENT

WITNESSETH:

WHEREAS, the North Carolina State Budget Act of 2021 (SL 2021-180, as amended by SL 2021-189, and SL 2022-6) provided to the NC League of Municipalities (League) grant funds provided to the State of North Carolina by the U.S. Treasury pursuant the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319, American Rescue Plan Act of 2021 (ARP); and

WHEREAS, the League received two Award Agreements (OSBM-NCLM-65) from the Office of State Budget and Management (OSBM) and the North Carolina Pandemic Recovery Office (NCPRO); and

WHEREAS, the first Award Agreement is identified as OSBM-NCLM-65. This grant enables the League to provide "financial software and assistance programs for units of local government for expenses related to the COVID-19 pandemic..." This grant is referred to as the Municipal Accounting Services and Cybersecurity Grant; and

WHEREAS, the second Award Agreement is identified as OSBM-NCLM-66. This grant enables the League "to provide guidance and technical assistance to units of local government in the administration of funds from the Local Fiscal Recovery Fund, as established in Section 2.6 of S.L. 2021-25, and in the administration of projects funded through the State Fiscal Recovery Fund, as established in Section 2.2 of S.L. 2021-25." This grant is referred to as the Guidance and Technical Assistance Grant; and

WHEREAS, the Municipal Accounting Services and Cybersecurity Grant and the Guidance and Technical Assistance Grant are collectively referred to herein as the "League Grants".

WHEREAS, the League Grants are deemed part of US Treasury Expenditure Category: 6, Revenue Replacement and shall only be spent on governmental services; and

WHEREAS, pursuant to US Treasury Guidance, units of local government that receive services that are funded by one or both of the League Grants are beneficiaries of one or both of the League Grants, respectively, and such services are provided at no cost to these local governments; and

WHEREAS, the League has established a Municipal Accounting Services, Cybersecurity and Technical Assistance Memorandum of Agreement pursuant to the terms of the League's Municipal Accounting Systems and Cybersecurity Grant and the Guidance and Technical Assistance Grant; and

WHEREAS, this Municipal Accounting System, Cybersecurity and Technical Assistance Memorandum of Agreement will offer local municipalities:

(1) Services rendered by the League (League Services) including but not limited to capital expenditures for special purpose software and computer equipment as set forth in §2 C.F.R. 200.439; and

(2) Services rendered by one or more service providers (Contractor Services), retained by the League on behalf of the Municipality, who are members of a particular profession or possess a special skill as set forth in §2 C.F.R. 200.459; and

(3) Equipment, including information technology systems, and supplies, including computing devises, as set forth in §2 C.F.R. 200.439 and §2 C.F.R. 200.453; and

WHEREAS, the Municipal Accounting Services, Cybersecurity and Technical Assistance Memorandum of Agreement, is attached hereto as Exhibit A; and

NOW, THEREFORE BE IT RESOLVED BY THE CITY/TOWN COUNCIL/BOARD OF THE TOWN OF LOCUST:

1. That, the Municipal Accounting Services, Cybersecurity and Technical Assistance Memorandum of Agreement is hereby approved.

2. That the Manager/Clerk is authorized to execute the attached Memorandum of Agreement (or one substantially equivalent thereto) and such other agreements as necessary in accordance with the League's Municipal Accounting Services and Cybersecurity Grant and the Guidance and Technical Assistance Grant.

Adopted, this the _____ day of _____,2023

TOWN/CITY OF LOCUST

By: _____
(Name)
Mayor

ATTEST:

_____
(Name)
Town Clerk

Exhibit A

MUNICIPAL ACCOUNTING SERVICES, CYBERSECURITY AND TECHNICAL ASSISTANCE MEMORANDUM OF AGREEMENT (MOA).

MUNICIPAL ACCOUNTING SERVICES, CYBERSECURITY AND TECHNICAL ASSISTANCE MEMORANDUM OF AGREEMENT

This Municipal Accounting Services, Cybersecurity and Technical Assistance Memorandum of Agreement (hereinafter the "Agreement") is entered into as of the Effective Date set out below, by and between the Town of Locust (hereinafter the "Municipality") and the NC League of Municipalities (hereinafter the League), each additionally referred to as a "Party"; and collectively as the "Parties." This Agreement and the obligations hereunder shall be effective upon execution of this Agreement by all Parties ("Effective Date").

For good and valuable consideration, the adequacy of which is hereby acknowledged, the Parties agree as follows:

Article I. Overview.

1. Enabling Law and Regulation.

The North Carolina State Budget Act of 2021 (SL 2021-180, as amended by SL 2021-189, and SL 2022-6) provided to the League grant funds provided to the State of North Carolina by the U.S. Treasury pursuant the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319, American Rescue Plan Act of 2021 (hereinafter ARP/CSLFRF). Pursuant to this legislation, the League received two Award Agreements from the Office of State Budget and Management (hereinafter OSBM) and the North Carolina Pandemic Recovery Office (hereinafter NCPRO).

The funds are deemed part of US Treasury Expenditure Category: 6, Revenue Replacement and shall only be spent on governmental services.

2. Grants Awarded to the NC League of Municipalities.

The first Award Agreement is identified as **OSBM-NCLM-65**. This grant enables the League to provide "financial software and assistance programs for units of local government for expenses related to the COVID-19 pandemic..." This grant is referred to as the **Municipal Accounting Services and Cybersecurity Grant**.

The second Award Agreement is identified as **OSBM-NCLM-66**. This grant enables the League "to provide guidance and technical assistance to units of local government in the administration of funds from the Local Fiscal Recovery Fund, as established in Section 2.6 of S.L. 2021-25, and in the administration of projects funded through the State Fiscal Recovery Fund, as established in Section 2.2 of S.L. 2021-25." This grant is referred to as the **Guidance and Technical Assistance Grant**.

The Municipal Accounting Services and Cybersecurity Grant and the Guidance and Technical Assistance Grant are collectively referred to herein as the "**League Grants**".

One or both of the League Grants fund this Agreement.

3. Status of the Parties.

The undersigned Municipality is a beneficiary of the League Grants. The service providers retained by the League and funded by the League Grants for the benefit of the Municipality are contractors ("Contractors").

4. Services Offered.

Pursuant to this Agreement, the League hereby offers the following to the Municipality:

- Services rendered by the League ("League Services"). See Exhibit A.

- Services rendered by one or more service providers ("Contractor Services") retained by the League on behalf of the Municipality, who are members of a particular profession or possess a special skill as set forth in §2 C.F.R. 200.459. See Exhibit B, as applicable (and subsequent Exhibits, as applicable).

- Equipment, including information technology systems, and supplies, including computing devises, as set forth in §2 C.F.R. 200.439 and §2 C.F.R. 200.453. The League shall fund League Services and Contractor Services pursuant to this Agreement.

The League shall fund League Services and Contractor Services pursuant to this Agreement. The Municipality accepts the League Grant(s) pursuant to this Agreement.

5. Additional Services.

Additional Services (hereinafter "Additional Services") may be offered to the Municipality by the League during the League's Grant period pursuant to this Agreement. The Municipality's official, who is designated in the Municipality's adopting Resolution, may execute further agreements, modifications of this Agreement, and agree to Additional Services to be provided to the Municipality. These Additional Services shall be described in additional Exhibits to this Agreement (Exhibit C, D, E, etc.) that, when executed by the Parties, shall become part of this Agreement.

6. Term of Agreement.

This Agreement shall begin on the Effective Date of this agreement and shall end when terminated at the discretion either party. All expenditures by the League under this Agreement must be obligated on or before December 31, 2024, and expended on or before December 31, 2026. Unless otherwise terminated, this Agreement shall expire on December, 31, 2026. Agreements executed by the Municipality and the Contractor, as may be reflected in Exhibit B, (and subsequent Exhibits attached hereto, as applicable) will survive termination of this Agreement, unless terminated early by the Municipality and the Contractor.

7. Termination of Agreement.

The League may terminate this Agreement, in whole or in part, at any time upon written notice to the Municipality and the Contractor. The Contractor shall be paid its costs, including contract close-out costs, and profit on work performed up to the time of termination. The Contractor shall promptly submit its termination claim to the League to be paid. If the Contractor has any property

in its possession belonging to the League, the Contractor will account for the same, and dispose of it in the manner the League directs.

8. Duties of the Municipality.

The Municipality will utilize League Services and Contractor Services in accordance with this Agreement. It agrees to submit quarterly performance reports for the League Services and Contractor Services received pursuant to this Agreement and to cooperate with the League in appropriate review of these League Services and Contractor Services. The nature and scope of the reports will depend on the project. Any deficiencies or other performance concerns will be addressed with the Municipality and the Contractor.

The Municipality shall obtain and provide to the League a unique entity identifier assigned by the System for Award Management (SAM), which is accessible at www.sam.gov.

The Municipality shall provide the League with all relevant information requested by the League to enable the League to comply with the reporting requirements of the Federal Funding Accountability and Transparency Act of 2006 (31 U.S.C. 6101 note) or other federal or state requirements or audits, unless such information is otherwise confidential under applicable federal or state laws.

Article II. Scope of Funded Activities.

1. Scope of Services

Services provided pursuant to this Agreement are set forth in the Exhibit A & B attached hereto (and subsequent Exhibits as applicable).

2. Approved Budget.

The League, in consultation with the Municipality and the Contractor, shall establish applicable rates and fees to align with the scope of services described in Exhibit B (and subsequent Exhibits as applicable) or amendments thereto as approved in writing by the League. Such charges and rates under this Agreement, once finalized and accepted by the League, are hereinafter referred to as the "Approved Budget". The League shall furnish the Municipality with a copy of the Approved Budget, which will include a detailed summary of charges and rates that the League will be obligated to expend for the benefit of the Municipality using applicable grant funding.

3. Prior Approval for Changes.

The Municipality shall not make any changes, directly or indirectly, to the Contractor Services, or the Approved Budget, without the prior written approval of the League.

4. Allowable Costs for Services Rendered.

All services provided pursuant to this Agreement must fall with the definitions of allowable cost and not be otherwise prohibited under State or Federal law.

Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost

Principles, and Audit Requirements for Federal Awards, commonly called Uniform Guidance, Subpart E, defines those items of cost that are allowable, and which are unallowable. These allowable cost requirements are:

1. The costs must be reasonable;
2. The costs must be allocable to eligible projects under the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (ARP);
3. The costs must be given consistent treatment through application of those generally accepted accounting principles appropriate to the circumstances;
4. The costs must conform to any limitations or exclusions set forth in these principles or in the ARP/CSLFRF grant award as to types or amounts of cost items.

5. Prohibited Uses of Funding.

The US Treasury's Final Rule prohibits certain uses of ARP/CSLFRF funds. Specifically, ARP/CSLFRF funds may not be used for projects within the following categories of expenditures:

1. To make a deposit into a pension fund that constitutes an extraordinary payment of an accrued, unfunded liability (Routine contributions which are part of a payroll obligation for an eligible project are allowed);
2. To borrow money or make debt service payments;
3. To replenish rainy day funds or to fund other financial reserves;
4. To satisfy an obligation arising from a settlement agreement, judgment, consent decree, or judicially confirmed debt restricting in a judicial, administrative, or regulatory proceeding;
5. For a project that includes a term or condition that undermines efforts to stop the spread of COVID-19 or discourages compliance with recommendations and guidelines in CDC guidance for stopping the spread of COVID-19;
6. In violation of the conflict-of-interest requirements imposed by the award terms and 2 CFR 200.318(c).
7. For any expenditure that would violate other applicable federal, state, and local laws and regulations.

Article III. Compensation.

1. Payment of Funds.

The League will pay the Contractor identified in Exhibit B (and other Contractors/Consultants identified in subsequent Exhibits as applicable) for services rendered in accordance with the Approved Budget and for the performance of the Contractor Services. No Contractor Services shall be funded by the League outside the parameters of the League Grants. Fees and costs must be supported by evidence of bona fide services rendered.

The Municipality has no obligation to pay for any services identified in the Approved Budget that are the League's responsibility. Services not expressly agreed to by the League shall be the responsibility of the Municipality.

2. **Invoices.**

Email invoices to Accountspayablearp@nclm.org. Expenses must be reasonable and necessary, documented, itemized, and incurred in accordance with this Agreement. All League expenditures under this Agreement must be obligated on or before December 31, 2024 and expended on or before December 31, 2026.

Article IV. Compliance with Grant Agreement and Applicable Laws.

1. **Expenditure Authority.**

This Agreement is subject to the laws, regulations, and guidance documents authorizing and implementing the ARP/CSLFRF grant, including, but not limited to, the following:

- Authorizing Statute. Section 603 of the Social Security Act (42 U.S.C. 803), as added by section 9901(a) of the American Rescue Plan Act of 2021 (Pub. L. No. 117-2).

- Implementing Regulations. Subpart A of 31 CFR Part 35 (Coronavirus State and Local Fiscal Recovery Funds), as adopted in the Coronavirus State and Local Fiscal Recovery Funds interim final rule (86 FR 26786, applicable May 17, 2021 through March 31, 2022) and final rule (87 FR 4338, applicable January 27, 2022 through the end of the ARP/CSLFRF award term), and other subsequent regulations implementing Section 603 of the Social Security Act (42 U.S.C. 803).

- Guidance Documents. Applicable guidance documents issued from time-to-time by the US Department of Treasury, including the currently applicable version of the Compliance and Reporting Guidance: State and Local Fiscal Recovery Funds.

This Agreement is also subject to all applicable laws of the State of North Carolina.

2. **Conflicts of Interest; Gifts & Favors.**

The Municipality understands that (1) it will use Fiscal Recovery Funds to pay for the cost of this Agreement, and (2) the expenditure of Fiscal Recovery Funds is governed by the League's Conflict of Interest Policy and the Federal and State regulatory requirements (including, without limitation, N.C. Gen. Stat. § 14- 234(a)(1) and N.C. Gen. Stat. § 14-234.3(a)).

The Municipality certifies that, as of the date hereof, to the best of its knowledge after reasonable inquiry, no employee, officer, or agent of the Municipality involved in the selection, award, or administration of this Agreement (each, a "Covered Individual"), nor any member of a Covered Individual's immediate family, nor a Covered Individual's partner, nor an organization which employs or is about to employ a Covered Individual, has a financial or other interest in or has received a tangible personal benefit from Fiscal Recovery Funds, except as to the funds legally expended in this Agreement. Should the Municipality obtain knowledge of any such interest, or any tangible personal benefit described in the preceding sentence after the date hereof, the Municipality shall promptly disclose the same to the League in writing.

The Municipality certifies to the League that it has not provided, nor offered to provide, any gratuities, favors, or anything of value to an officer, employee, or agent of the League. Should the Municipality obtain knowledge of the provision, or offer of a provision, of any gratuity, favor, or anything of value to an officer, employee, or agent described in the preceding sentence after the date hereof, the Municipality shall promptly disclose the same to the League in writing.

3. **Records Retention and Access**.

The Municipality shall maintain all records, books, papers and other documents related to its performance of Approved Activities under this Agreement (including without limitation personnel, property, financial and medical records) through at least December 31, 2031, or such longer period as is necessary for the resolution of any litigation, claim, negotiation, audit, or other inquiry involving this Agreement. The Municipality shall make all records, books, papers and other documents that relate to this Agreement, unless otherwise privileged, available at all reasonable times for inspection, review or audit by the authorized representatives of the League, the North Carolina State Auditor, the US Department of Treasury, the US Government Accountability Office, and any other authorized state or federal oversight office.

4. **Suspension and Debarment.**

The Municipality shall comply with the Office of Management and Budget (OMB) Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement) in 2 CFR Part 180, as adopted by the U.S. Department of Treasury at 31 CFR Part 19. The Municipality represents that neither it, nor any of its principals has been debarred, suspended, or otherwise determined ineligible to participate in federal assistance awards or contracts. The Municipality further agrees that it will notify the League immediately if it, or any of its principals, is placed on the list of parties excluded from federal procurement or nonprocurement programs available at www.sam.gov.

5. **Byrd Anti-Lobbying Amendment.**

The Municipality certifies to the League that it has not used and will not use Federally appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, officer or employee of Congress, or an employee of a Member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. § 1352. The Municipality shall disclose any lobbying with non-Federally appropriated funds that takes place in connection with obtaining any Federal award. This certification is a material representation of fact upon which the League has relied when entering this Agreement and all liability arising from an erroneous representation shall be borne solely by the Municipality.

6. **Publications.**

Any publications produced with funds from this Agreement shall display the following language: "This project is supported, in whole or in part, by federal award number SLFRP0129 awarded to NC League of Municipalities through the State of North Carolina by the U.S. Department of the Treasury."

7. **Equal Opportunity and Other Relevant Federal Laws**

The Municipality agrees during the performance of this Agreement the following:

Civil Rights Laws.

The Municipality shall comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq.) and Treasury's implementing regulations at 31 C.F.R. Part 22, which prohibit discrimination on the basis of race, color, or national origin under programs or activities receiving federal financial assistance.

Fair Housing Laws.

The Municipality shall comply with the Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), which prohibits discrimination in housing on the basis of race, color, religion, national origin, sex, familial status, or disability.

Disability Protections.

The Municipality shall comply with section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), which prohibits discrimination on the basis of disability under any program or activity receiving federal financial assistance.

Age Discrimination.

The Municipality shall comply with the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101 et seq.), and Treasury's implementing regulations at 31 CFR Part 23, which prohibit discrimination on the basis of age in programs or activities receiving federal financial assistance.

Americans with Disabilities Act.

The Municipality shall comply with Title II of the Americans with Disabilities Act of 1990 (42 U.S.C. §§ 12101 et seq.), which prohibits discrimination on the basis of disability under programs, activities, and services provided or made available by state and local governments or instrumentalities or agencies thereto.

Clean Air Act.

The Municipality agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. § 7401 et seq. The Municipality agrees to report each violation to Unit and understands and agrees that Unit will, in turn, report each violation as required to the U.S. Department of the Treasury, and the appropriate Environmental Protection Agency Regional Office.

Federal Water Pollution Control Act.

The Municipality agrees to comply with all applicable standards, orders, or regulations issued pursuant to the Federal Water Pollution Control Act, as amended, 33 U.S.C. § 1251 et seq. The Municipality agrees to report each violation to Unit and understands and agrees that Unit will, in turn, report each violation as required to assure notification to the U.S. Department of the Treasury, and the appropriate Environmental Protection Agency Regional Office.

Hatch Act.
The Municipality agrees to comply, as applicable, with requirements of the Hatch Act (5 U.S.C. §§ 1501-1508 and 7324-7328), which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by this federal assistance.

Protections for Whistleblowers.
In accordance with 41 U.S.C. § 4712, the Municipality may not discharge, demote, or otherwise discriminate against an employee in reprisal for disclosing to any of the list of persons or entities provided below, information that the employee reasonably believes is evidence of gross mismanagement of a federal contract or grant, a gross waste of federal funds, an abuse of authority relating to a federal contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal contract (including the competition for or negotiation of a contract) or grant.

Uniform Relocation Assistance and Real Property Acquisitions Act of 1970.
(42 U.S.C. §§ 4601-4655) The Municipality will implement standards for predictable real property acquisition and relocation expenses for homeowners and tenants of land acquired through eminent domain.

Governmentwide Requirements for Drug-Free Workplace.
31 C.F.R. Part 20. The Municipality will implement required statements, policies and procedures.

Increasing Seat Belt Use in the United States.
Pursuant to Executive Order 13043, 62 Fed. Reg. 19216 (Apr. 18, 1997), The Municipality encourages its employees to adopt and enforce on-the-job seat belt policies and programs for its employees when operating company-owned, rented or personally owned vehicles.

Reducing Text Messaging While Driving.
Pursuant to Executive Order 13513, 74 Fed. Reg. 51225 (Oct. 6, 2009), The Municipality encourages its employees to adopt and enforce policies that ban text messaging while driving.

Article V. Limitations of Liability

1. **Limitations of Liability**.
In no event shall the League have any liability to the Municipality or any third party for damages resulting from Municipality's use of services provided through this Agreement or any separate agreement between the Municipality and the Contractor identified in Exhibit B (and other Contractors identified in subsequent Exhibits as applicable)

In no event shall the League be liable for any loss of profit or revenue, including but not limited to loss revenue caused by a cyber security breach, by the Municipality or any consequential, indirect, incidental, special, punitive, or exemplary damages incurred or suffered by the Municipality, even if the League has been advised of the possibility of such

loss or damage. Further, except for claims based on U.S. Patent or U.S. Copyright infringement or for personal injury or physical loss or damage to real or tangible personal property caused by the negligence of the League, Municipality agrees that the League's total liability for all claims of any kinds arising as a result of, or related to, this Agreement, whether based on contract, tort, (including but not limited to strict liability and negligence) warranty, or on other legal or equitable grounds, shall be limited to general money damages and shall not exceed the amounts actually received by Municipality under this Agreement.

THE REMEDIES PROVIDED HEREIN ARE EXCLUSIVE AND IN LIEU OF ALL OTHER REMEDIES, EXCEPT FOR THE WARRANTIES SET FORTH IN THIS AGREEMENT. THERE ARE NO WARRANTIES, EXPRESS OR IMPLIED, WHETHER ORAL OR WRITTEN, WITH RESPECT TO THE GOODS AND SERVICES COVERED BY OR FURNISHED PURSUANT TO THIS AGREEMENT, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTIES (I) OF MERCHANTABILITY, (II) OF FITNESS FOR A PRACTICAL PURPOSE, OR (III) ARISING FROM COURSE OF PERFORMANCE OR DEALING, OR FROM USAGE OF TRADE.

Article VI. General Conditions.

2. Venue and Jurisdiction.

This Agreement will be governed by and construed in accordance with the laws of North Carolina. The exclusive forum and venue for all actions arising out of this Agreement is the appropriate division of the North Carolina General Court of Justice in Wake County. Such actions may not be commenced in, nor removed to, federal court unless required by law.

3. Nonwaiver.

No action or failure to act by the League constitutes a waiver of any of its rights or remedies that arise out of this Agreement, nor shall such action or failure to act constitute approval of or acquiescence in a breach of this Agreement, except as specifically agreed in writing.

4. Limitation of Authority.

Nothing contained in this Agreement may be deemed or construed to in any way stop, limit, or impair the Municipality from exercising or performing any regulatory, policing, legislative, governmental, or other powers or functions.

5. Assignment.

The Municipality may not assign or delegate any of their rights or duties that arise out of this Agreement without the League's written consent.

6. Integration.

This Agreement contains the entire agreement between the parties pertaining to the subject matter of this Agreement. With respect to that subject matter, there are no promises, agreements, conditions, inducements, warranties, or understandings, written or oral, expressed, or implied, between the parties, other than as set forth or referenced in this Agreement.

7. North Carolina Public Records Law

Notwithstanding any other provisions of this Agreement, this Agreement and all materials submitted to the Municipality by the League are subject to the public records laws of the State of North Carolina and it is the responsibility of the League to properly designate materials that may be protected from disclosure as trade secrets under North Carolina law as such and in the form required by law prior to the submission of such materials to the Municipality. League understands and agrees that the Municipality may take any and all actions necessary to comply with federal, state, and local laws and/or judicial orders and such actions will not constitute a breach of the terms of this Agreement. To the extent that any other provisions of this Agreement conflict with this paragraph, the provisions of this section shall control.

8. E-Verify

League shall comply with E-Verify, the federal E-Verify program operated by the United States Department of Homeland Security and other federal agencies, or any successor or equivalent program used to verify the work authorization of newly hired employees pursuant to federal law and as in accordance with N.C.G.S. §64-25 et seq. In addition, to the best of League's knowledge, any subcontractor employed by League as a part of this contract shall be in compliance with the requirements of E-Verify and N.C.G.S. §64-25 et seq.

9. Iran Divestment Act

League certifies that, as of the date listed below, it is not on the Final Divestment List as created by the State Treasurer pursuant to N.C.G.S. § 147-86.55, et seq. In compliance with the requirements of the Iran Divestment Act and N.C.G.S. § 147-86.59, League shall not utilize in the performance of the contract any subcontractor that is identified on the Final Divestment List.

10. Companies Boycotting Israel Divestment Act

League certifies that it has not been designated by the North Carolina State Treasurer as a company engaged in the boycott of Israel pursuant to N.C.G.S. 147-86.81.

[Remainder of page left blank intentionally. Signatures are on following page.]

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

NC LEAGUE OF MUNICIPALITIES:

By:

_____
Signature

_____
Rose Vaughn Williams

_____
Executive Director

_____
Date of Signature

MUNICIPALITY:
TOWN OF LOCUST

_____
a North Carolina municipal corporation

By:

_____
Signature

_____
Name

_____
Title

_____
Date of Signature

ATTEST:

_____
City/Town/Village Clerk (or designee)

Exhibit A
League Services

In addition to the Contractor Services set out in Exhibit B, the League may provide some or all of the services described below.

1. **Cyber Security Assessment**

The League's Cyber Security Advisor, or Cyber Field Technician ("Security Team"), will conduct a comprehensive assessment of the Municipality's overall cyber security posture ("Security Assessment") against the current standardized framework established by the Center for Internet Security ("CIS"). The Security Team will review approximately 155 security controls in coordination with the Municipality's management, and will provide IT support to establish a baseline security posture matrix. The Security Team will review the results and make appropriate hardware, software, policy, and procedure recommendations in accordance with industry best practices and the baseline standards set by the CIS assessment framework.

2. **IT Evaluation**

Prior to the installation of accounting software, including Black Mountain software, the League's IT technicians ("Technical Team") will review and evaluate the IT System's environment ("IT Evaluation") of the Municipality to verify the system is adequate to operate the software. The Technical Team will review the computer system for minimum security controls such as password protection, firewall installation and operation, and up to date antivirus programs. The Technical Team will act as a liaison to assist with communications between the software Contractor, which may include Black Mountain Software, and the Municipality. The Technical Team will make appropriate hardware and software recommendations if any deficiencies are found during the IT Evaluation.

3. **Hardware and Software Acquisition**

In the event that hardware or software deficiencies are found during the IT Evaluation, the League, utilizing funds from the **Municipal Accounting Services and Cybersecurity Grant**, will acquire and transfer title to the Municipality sufficient hardware and software to meet the "Minimum Requirements" as determined by the accounting software Contractor, which may include Black Mountain Software. As determined by the League's IT Director, Cyber Security Advisor, or Cyber Field Technician, computer hardware may be provided under this Agreement, which may include the following: 2 Computers, 1 Laser Printer, 1 Scanner, 2 Monitors, 2 Keyboards, 2 mouse devices, 2 UPS devices. Computer software to be provided under this Agreement may include a Microsoft Office license (if organization has no license).

In the event specific security hardware or software gaps are found during the Security Assessment, the League, utilizing funds from the Cybersecurity Grant, will acquire and transfer title to the Municipality sufficient hardware and software to meet the "Baseline Requirements" as determined by the Security Assessment. As determined by the League's Cyber Advisor, security hardware may be provided under this Agreement, which may include the following: ("NGFW") Next Generation Firewall, Layer 3 Network Switch. Security software may be provided under this agreement, which may include the following: Endpoint Detection & Response ("EDR"), Endpoint

Protection Platform ("EPP"), Extended Detection and Response ("XDR"), or Multi-Factor Authentication ("MFA").

All hardware and software shall be used only for governmental purposes and primarily used for MAS purposes. The Municipality is responsible for the security, operation, support and maintenance of the provided assets.

4. **Hardware and Software Installation**

Hardware and software provided by the League will be installed by the Municipality's IT professionals. If the Municipality has no IT service provider, the League, utilizing funds from the **Municipal Accounting Services and Cybersecurity Grant**, will contract for a third-party IT professional installer to set up and load the hardware and software provided pursuant to this Agreement.

5. **Finance Evaluation and Assistance During Implementation**

Prior to the installation of the accounting software, which may include Black Mountain software, the League's Finance Team ("Finance Team"), in consultation with the Municipality and the software Contractor, which may include Black Mountain Software, will determine the appropriate accounting software to be installed. League MAS representatives will further work with accounting software Contractor during the pre-implementation period to prepare the Municipality for conversion actions and assist the Municipality in adopting best practice options for the new system.

6. **Ongoing Cyber Security Consulting**

Following the initial Security Assessment described in Section 1, the Security Team will consult with the Municipality on an ongoing basis to assist with meeting the recommendations set forth in the assessment and municipal-related cyber security concerns that would typically be addressed by a Chief Information Security Officer ("CISO").

7. **Accounting Assistance Efforts**

During the term of this Agreement (as described in Article I, Paragraph 6 above), League Accounting Assistance personnel will provide the Municipality with ongoing assistance with accounting issues, review and assist with best practice accounting and finance processes, and generally assist the Municipality to be current with its bookkeeping and accounting. An emphasis will be placed on ensuring participating Municipalities are prepared for their annual audit. The implementation of best practices and timely preparation should improve the audit experience for both the Municipality and the firm performing the audit.

8. **Communication Services**

The League's ARP Communications Specialist will provide the Municipality with communications services to help document and describe how the Municipality utilized ARP/CSLFRF grant funding and the impact of those efforts on the community. Communication activities include, but are not limited to, conducting interviews of municipal staff and officials, researching plans and investment strategies, verifying details of grant investments to deliver community outreach strategies and a press conference.

6. Duties of the Municipality

The Municipality further agrees to: (1) give the League access to data managed by the Municipality in order to facilitate implementation of the Municipal Accounting Services and Cybersecurity Grant; (2) provide on-line "read only" access into the Municipal Accounting System by the League's Accounting Assistance personnel; (3) permit the League to contact applicable Contractor, including but not limited to Black Mountain Software, on behalf of the Municipality as needed to facilitate implementation of the League's Grants; (4) make reasonable efforts to maintain industry standards for cybersecurity, which may include allowing the League to perform security audits in the League's sole discretion; (5) if applicable, use the Standardized Chart of Accounts as provided in the accounting software installation; and (6) respond to all requests from the League or Contractor, as applicable, to verify accuracy of monthly invoices submitted to the League by Contractor for grant-funded services provided by Contractor on behalf of the Municipality.

7. **Duties of the League Related to Data Security**

The League agrees to: (1) access only the Municipality's data that is necessary to implement the software; (2) restrict access to the Municipality's data to designated League employees and agents; and (3) take reasonable measures to safeguard the Municipality's data.

CLDPW MONTHLY PRODUCTION REPORT

October 2023
City of Locust
Department of Public Works

Locust
a city with a soul

TABLE OF CONTENTS

PROJECT PROGRESS

ASSET AND FLOW REPORTS 1

EQUIPMENT HOURS 1
VEHICLE MILEAGE 2
SEWER PUMP RUN TIMES 3
DAILY WASTEWATER FLOWS 4
AFTER HOURS CALLOUTS 5

ACTIVITY REPORTS 6

CITY BEAUTIFICATION RESOURCES DIVISION 6
FACILITY RESOURCES DIVISION 8
FLEET RESOURCES DIVISION 12
PARKS AND RECREATIONS RESOURCES DIVISION 14
PUBLIC WORKS RESOURCES DIVISION 23
TRANSPORTATION RESOURCES DIVISION 24
WASTEWATER RESOURCES DIVISION 25

CITY OF LOCUST
EQUIPMENT HOUR REPORT
Oct-23

Insurance #	Department	Vehicle ID	Location	Year	Vehicle Make & Model	Current Hours	Previous	Monthly Hours
0004	Public Works	PWT01	DPW Shop	1989	Ford 5610 2WD	**2294**	**2278**	15
0008	Public Works	PWT02	DPW Shop	2008	Farmtrac 675DTC 4WD	**624**	**624**	0
	Public Works	PWT04	DPW Shop	2021	Kubota B2601HSD	**117**	**112**	5
0018	Public Works	PWME02	DPW Shop		Bobcat 341	**2307**	**2305**	2
0015	Public Works	PWSS01	DPW Shop		Bobcat T190	**3134**	**3129**	5
0019	Public Works	PWUV02	DPW Shop	2011	Husqvarna 4421DXP 4WD	**1005**	**985**	20
0009	Public Works	PWUV01	OJSMP/LAC	2002	JD Gator 2WD	**4454**	**4448**	6
0014	Public Works	PWUV03	OJSMP/LAC	2010	Toro	**1637**	**1626**	11
0026	Public Works	PWUV04	DPW Shop	2019	Polaris Ranger 500	**606**	**584**	22
	Public Works	ZTM03	DPW Shop	2021	Kubota D1011	**489**	**464**	25
	Public Works	ZTM04	DPW Shop	2023	Kubota D1011	**289**	**260**	29
0011	Public Works	PRZTM03	OJSMP/LAC		Hustler	**1315**	**1315**	0
0000	Public Works	TM03	LAC	2021	Toro Groundsmaster	**227**	**226**	1
0012	Public Works	FG01	LAC		Toro Sandpro	**677**	**645**	32
	Public Works	FG02	LAC	2023	ABI Force	**46**	**30**	16
0027	Public Works	WJ01	DPW Shop	2019	Harben	**70**	**70**	0

Month Total Operation Hours:	190

CITY OF LOCUST
VEHICLE MILEAGE REPORT
Oct-23

Department	Vehicle ID	Driver	Year	Vehicle Make & Model	Current Mileage	Previous Mileage	Monthly Mileage
Public Works	PW003	Jeremy Hartis	2007	Chevrolet 1500/2-Dr	147026	146433	593
Public Works	PW004	Shop	2001	Ford F-350/Bucket Truck	153279	153250	29
Public Works	PW005	Shop	2008	Chevrolet 2500/4-Dr	139696	139102	594
Public Works	PW006	Shop	2011	Chevrolet 2500/4-Dr	143409	142885	524
Public Works	PW007	Tim Flieger	2017	Ford F-250	65402	64349	1053
Public Works	PW008	Chris McLain	2019	Ford F-250/Service Body	35272	34559	713
Public Works	PW009	Robbie Pickler	2021	Ford F150	19382	18679	703
Public Works	PWD01	Shop	1991	GMC Dump Truck	94917	94917	0
Public Works	PWD02	Shop	2019	Ford F-350 Dump Truck	6352	5965	387
							0
							0
							0
							0
							0

Month Total Miles Driven: 4596

PUMP STATION	DESIGNED ULTIMATE PEAK FLOW(GPD)	SP#1 (hrs)	SP#2 (hrs)	SP#3 (hrs)	TOTAL (hrs)	ACTUAL AVG. FLOW(GPD) Based on sewer pump performance	ESTIMATED AVAILABLE CAPACITY	% OF USED CAPACITY	% OF USED CAPACITY (w/Peaking Factor)
BHVS#1	1,080,000	13.3	19.4	0.0	32.7	52,553.57		4.87%	12.17%
MCVS#2	1,080,000	40.9	55.0	0.0	95.9	154,125.00		14.27%	35.68%
200NLS#3	326,880	154.2	0.0	0.0	154.2	75,007.29		22.95%	57.37%
CVLS#4	429,120	63.7	55.5	0.0	119.2	140,485.71		32.74%	81.85%
RALS#5	792,000	30.0	29.3	0.0	59.3	69,889.29		8.82%	22.06%
ESPS#6	1,224,000	30.2	33.9	0.0	64.1	116,753.57		9.54%	23.85%
LVLS#7	245,880	11.5	11.3	0.0	22.8	8,647.71		3.52%	8.79%
BLLS#8	129,600	15.4	14.3	0.0	29.7	5,727.86		4.42%	11.05%
WMLS#9	216,000	34.5	25.5	30.9	90.9	29,217.86		13.53%	33.82%
TCLS#10	191,520	27.8	23.3	0.0	51.1	14,563.50		7.60%	19.01%
TCNLS#11	504,000	13.1	13.3	0.0	26.4	19,800.00		3.93%	9.82%
MMLS#12	86,400	24.6	24.7	0.0	49.3	5,220.00		6.04%	15.10%

Recording Period: 10/02- 10/30/2023

SANITARY SEWER BASIN	ACTUAL AVERAGE FLOW(GPD)	FLOW MTR TOTAL FOR THE PERIOD RECORDED
BHSSB#1	52,553.57	
MCSSB#2	154,125.00	
ESSSB#3	116,753.57	
	323,432.14	304,015.56

Definitions:

SP#-	Sewer Pump
GPD-	Gallons Per Day
BHVS#1-	Browns Hill Vacuum Station #1
MCVS#2-	Meadow Creek Vacuum Staion #2
200NLS#3-	200N Lift Station #3
CVLS#4-	Creekview Lift Station #4
RALS#5-	Redah Acre Lift Station#5
ESPS#6-	Elm St Pump Station #6
LVLS#7-	Locust Valley Lift Station #7
BLLS#8-	Bluffton Lane Lift Station #8
WMLS#9-	Wal-Mart Lift Station #9
TCLS#10-	Town Center Lift Station #10
TCNLS#11	Town Center North Lift Station #11
BHSSB#1	Browns Hill Sanitary Sewer Basin #1
MCSSB#2	Meadow Creek Sanitary Sewer Basin #
ESSSB#3	Elm Street Sanitary Sewer Basin #3

Locust Wastewater
Monthly Metering

Monthly Wastewater Flow Recordings

Date		Time		Meter		Daily Total		Recorded Rain Fall(")
Sunday, October 1, 2023		11:59:59 PM		313122.8		313122.8		
Monday, October 2, 2023		11:59:59 PM		612676.6		299553.8		0.04
Tuesday, October 3, 2023		11:59:59 PM		903776.3		291099.7		
Wednesday, October 4, 2023		11:59:59 PM		1203070.0		299293.8		
Thursday, October 5, 2023		11:59:59 PM		1497350.0		294280.0		
Friday, October 6, 2023		11:59:59 PM		1793120.9		295770.9		0.01
Saturday, October 7, 2023		11:59:59 PM		2111079.7		317958.8		0.01
Sunday, October 8, 2023		11:59:59 PM		2433726.9		322647.2		
Monday, October 9, 2023		11:59:59 PM		2742214.7		308487.8		
Tuesday, October 10, 2023		11:59:59 PM		3044703.4		302488.8		
Wednesday, October 11, 2023		11:59:59 PM		3343621.6		298918.1		
Thursday, October 12, 2023		11:59:59 PM		3644080.6		300459.1		0.16
Friday, October 13, 2023		11:59:59 PM		3941383.4		297302.8		
Saturday, October 14, 2023		11:59:59 PM		4295616.2		354232.8		0.71
Sunday, October 15, 2023		11:59:59 PM		4628920.9		333304.7		
Monday, October 16, 2023		11:59:59 PM		4936433.1		307512.2		
Tuesday, October 17, 2023		11:59:59 PM		5239209.4		302776.3		
Wednesday, October 18, 2023		11:59:59 PM		5534201.3		294991.9		
Thursday, October 19, 2023		11:59:59 PM		5820032.8		285831.6		
Friday, October 20, 2023		11:59:59 PM		6111934.4		291901.6		0.09
Saturday, October 21, 2023		11:59:59 PM		6420040.6		308106.3		0.01
Sunday, October 22, 2023		11:59:59 PM		6743383.8		323343.1		
Monday, October 23, 2023		11:59:59 PM		7038230.3		294846.6		
Tuesday, October 24, 2023		11:59:59 PM		7332921.3		294690.9		
Wednesday, October 25, 2023		11:59:59 PM		7627362.2		294440.9		
Thursday, October 26, 2023		11:59:59 PM		7920678.5		293316.3		0.04
Friday, October 27, 2023		11:59:59 PM		8213002.8		292324.4		
Saturday, October 28, 2023		11:59:59 PM		8516603.1		303600.3		
Sunday, October 29, 2023		11:59:59 PM		8833154.1		316550.9		0.03
Monday, October 30, 2023		11:59:59 PM		9129574.1		296420.0		
Tuesday, October 31, 2023		11:59:59 PM		9416176.0		286601.9		
Monthly Total						**9416176.0**		**1.10**

Daily Average	**303747.61**

City of Locust Public Works
After Hours Monthly Callout Report

October 2023

Date	Location/Reported Call	Responder(s)	Comments	Primary On-Call Teamate
Sunday, October 8, 2023	200NLS#3/Pump Failure	Chris McLain	Valve Maintenance Needed	Chris McLain
Monday, October 23, 2023	MCVS#2/LVA	Robbie Pickler	Alarm Reset Itself	Robbie Pickler

CLDPW ACTIVITY REPORT

Activity	Asset	Notes	Labor Hours
Landscape Maintenance/Mow-Cleanup	Sidewalk 60	Mow	0.50
Landscape Maintenance/Mow-Cleanup	Sidewalk 21	Mow	3.50
Landscape Maintenance/Mow-Cleanup	Sidewalk 68	Mow	0.50
Landscape Maintenance/Mow-Cleanup	Sidewalk 20	Mow	3.50
Landscape Maintenance/Mow-Cleanup	Park P-38	Mow	1.25
Landscape Maintenance/Mow-Cleanup	Park P-20		3.00
Landscape Maintenance/Mow-Cleanup	Park P-VM-21		2.00
Landscape Maintenance/Mow-Cleanup	Park P-20		3.00
Landscape Maintenance/Mow-Cleanup	Park P-VM-21		1.00
Landscape Maintenance/Mow-Cleanup			18.25
Shoulder Maintenance	Park DOT- Route III	Mow	6.00
Shoulder Maintenance			6.00
Street/Pedestrian Light Maintenance	Non-Asset	***Install Pedestrian Light in the Center of the Traffic Triangle in the Front og the Government Center*** City Electric has all the info of our current poles and is working with a supplier to get us a proposal ASAP - 4/11/23 CM ***Installed footer and called Todd for electrical assistance.*** 8/1 CM	21.00
Street/Pedestrian Light Maintenance			21.00
Trash Cleanup	Park DOT- Route III	Trash in median	0.50
Trash Cleanup	Sidewalk 60	Pickup trash and place mowing signs	0.25
Trash Cleanup	Sidewalk 68	Pickup trash and place mowing signs	0.25
Trash Cleanup	Sidewalk 20	Pickup trash and place mowing signs	1.00
Trash Cleanup	Sidewalk 21	Pickup trash and place mowing signs	1.00
Trash Cleanup	Park DOT- Route III		2.00
Trash Cleanup	Pavement 208		1.00

Activity	Asset	Notes	Labor Hours
Trash Cleanup	Park DOT- Route III	Pickup trash and put out signs.	1.50
Trash Cleanup	Park DOT- Route III		1.00
Trash Cleanup	Pavement 208	checked cans	0.00
Trash Cleanup	Sidewalk 68	pick up trash and put out signs for mowing.	0.25
Trash Cleanup	Sidewalk 20	pick up trash and put out signs for mowing.	1.50
Trash Cleanup	Sidewalk 21	pick up trash and put out signs for mowing.	0.00
Trash Cleanup	Sidewalk 60	pick up trash and put out signs for mowing.	0.50
Trash Cleanup	Pavement 208		1.00
Trash Cleanup	Park DOT- Route III		3.00
Trash Cleanup	Park DOT- Route III		3.00
Trash Cleanup	Park DOT- Route III		3.00
Trash Cleanup	Pavement 208		1.00
Trash Cleanup	Park DOT- Route III		2.00
Trash Cleanup			23.75
City Beautification Resources Division			69.00

CLDPW ACTIVITY REPORT

Activity	Asset	Notes	Labor Hours
Building Maintenance	Facility PR-1	***See Reported Concern Below*** The community building metal ramp has popped off its screws on one side. Please repair and also replace th e grip strips. (Comments from Nutrition Site Coordinat or)	1.50
Building Maintenance			1.50
Clean	Facility PR-1	did community building and resetup for senior nutrition	1.00
Clean	Facility PR-1	clean and setup facility for senior nutrition	1.00
Clean	Facility PR-1	disinfect and resetup for senior nutrition	1.00
Clean	Facility PR-1	clean, Setup facility for senior nutrition	1.00
Clean	Facility PR-1	disinfect and setup facility for senior nutrition	1.00
Clean			5.00
Clean Restrooms	Facility PR-5	weekend	0.00
Clean Restrooms	Facility PR-5		0.50
Clean Restrooms	Facility PR-4	disinfect restrooms	0.50
Clean Restrooms	Facility PR-4	weekend	0.00
Clean Restrooms	Facility PR-3	disinfect restrooms	0.50
Clean Restrooms	Facility PR-3	weekend	0.00
Clean Restrooms	Facility PR-3	weekend	0.00
Clean Restrooms	Facility PR-4	weekend	0.00
Clean Restrooms	Facility PR-5	weekend	0.00
Clean Restrooms	Facility PR-3	disinfect restrooms	0.50
Clean Restrooms	Facility PR-4	disinfect restrooms	0.50
Clean Restrooms	Facility PR-5	disinfect restrooms	0.50
Clean Restrooms	Facility PR-3	disinfect restrooms	0.50
Clean Restrooms	Facility PR-4	disinfect restrooms	0.50
Clean Restrooms	Facility PR-5	disinfect restrooms	0.50
Clean Restrooms	Facility PR-3	disinfect restrooms	0.50
Clean Restrooms	Facility PR-5	open and disinfect restrooms	0.50
Clean Restrooms	Facility PR-4	, open and disinfect restrooms	0.50
Clean Restrooms	Facility PR-5	disinfect restrooms	0.50
Clean Restrooms	Facility PR-4	disinfect restrooms	0.50
Clean Restrooms	Facility PR-3	disinfect restrooms	0.50
Clean Restrooms	Facility PR-4	weekend	0.00
Clean Restrooms	Facility PR-5	weekend off	0.00
Clean Restrooms	Facility PR-4	weekend off	0.00
Clean Restrooms	Facility PR-4	disinfect restrooms	0.50
Clean Restrooms	Facility PR-3	disinfect restrooms	0.50

Activity	Asset	Notes	Labor Hours
Clean Restrooms	Facility PR-5	weekend off	0.00
Clean Restrooms	Facility PR-3	weekend off	0.00
Clean Restrooms	Facility PR-5	disinfect restrooms	0.50
Clean Restrooms	Facility PR-3	weekend	0.00
Clean Restrooms	Facility PR-3	disinfect restrooms	0.50
Clean Restrooms	Facility PR-5	disinfect restrooms	0.50
Clean Restrooms	Facility PR-4	disinfect restrooms	0.50
Clean Restrooms	Facility PR-4	disinfect restrooms	0.50
Clean Restrooms	Facility PR-3	disinfect restrooms	0.50
Clean Restrooms	Facility PR-5	disinfect restrooms	0.50
Clean Restrooms	Facility PR-4	disinfect restrooms	0.50
Clean Restrooms	Facility PR-5	disinfect restrooms. unclog toilet	0.50
Clean Restrooms	Facility PR-3	disinfect restrooms	0.50
Clean Restrooms	Facility PR-4	disinfect restrooms	0.50
Clean Restrooms	Facility PR-3	disinfect restrooms	0.50
Clean Restrooms	Facility PR-5	disinfect restrooms	0.50
Clean Restrooms	Facility PR-4	disinfect restrooms	0.50
Clean Restrooms	Facility PR-5		0.00
Clean Restrooms	Facility PR-4	disinfect and restock restrooms	0.50
Clean Restrooms	Facility PR-5	disinfect restrooms	0.50
Clean Restrooms	Facility PR-4	weekend	0.00
Clean Restrooms	Facility PR-3	disinfect restrooms	0.50
Clean Restrooms	Facility PR-3	weekend	0.00
Clean Restrooms	Facility PR-5	weekend	0.00
Clean Restrooms	Facility PR-3	weekend	0.50
Clean Restrooms	Facility PR-5	disinfect restrooms	0.50
Clean Restrooms	Facility PR-4	disinfect restrooms	0.50
Clean Restrooms	Facility PR-3	disinfect restrooms	0.50
Clean Restrooms	Facility PR-4	disinfect restrooms	0.50
Clean Restrooms	Facility PR-5	disinfect restrooms	0.50
Clean Restrooms	Facility PR-3		0.50
Clean Restrooms	Facility PR-4	disinfect restrooms	0.50
Clean Restrooms	Facility PR-5	disinfect restrooms	0.50
Clean Restrooms	Facility PR-3		0.50
Clean Restrooms	Facility PR-4	disinfect restrooms	0.50
Clean Restrooms	Facility PR-5	disinfect restrooms	0.50
Clean Restrooms	Facility PR-3	disinfect restrooms	0.50
Clean Restrooms	Facility PR-5	weekend	0.00
Clean Restrooms	Facility PR-5	weekend	0.00
Clean Restrooms	Facility PR-4	disinfect restrooms	0.50

Activity	Asset	Notes	Labor Hours
Clean Restrooms	Facility PR-3	weekend	0.00
Clean Restrooms	Facility PR-4	weekend	0.00
Clean Restrooms	Facility PR-3	disinfect restrooms	0.50
Clean Restrooms	Facility PR-4	weekend	0.00
Clean Restrooms	Facility PR-5	disinfect restrooms	0.50
Clean Restrooms	Facility PR-3	weekend	0.00
Clean Restrooms	Facility PR-5	disinfect restrooms	0.50
Clean Restrooms	Facility PR-3	disinfect restrooms	0.50
Clean Restrooms	Facility PR-4	disinfect restrooms	0.50
Clean Restrooms	Facility PR-3	deep clean restrooms	0.50
Clean Restrooms	Facility PR-5	deep clean restrooms	0.75
Clean Restrooms	Facility PR-4	deep clean restrooms	0.50
Clean Restrooms	Facility PR-4	disinfect restrooms	0.00
Clean Restrooms	Facility PR-3	disinfect restrooms	0.50
Clean Restrooms	Facility PR-5	disinfect restrooms	0.50
Clean Restrooms	Facility PR-3	disinfect restrooms	0.50
Clean Restrooms	Facility PR-4		0.50
Clean Restrooms	Facility PR-5		0.50
Clean Restrooms	Facility PR-3	weekend (task canceled)	0.00
Clean Restrooms	Facility PR-5	weekend (task canceled)	0.00
Clean Restrooms	Facility PR-4	weekend (task canceled)	0.00
Clean Restrooms	Facility PR-3	weekend. restroom task canceled	0.00
Clean Restrooms	Facility PR-3	disinfect restrooms	0.50
Clean Restrooms	Facility PR-4	disinfect restrooms	0.50
Clean Restrooms	Facility PR-5	disinfect restrooms	0.50
Clean Restrooms			32.25
Janitorial Maintenance	Facility GC-1		1.00
Janitorial Maintenance	Facility GC-1		1.00
Janitorial Maintenance	Facility GC-1		1.00
Janitorial Maintenance	Facility GC-1		1.00
Janitorial Maintenance	Facility GC-1		1.00
Janitorial Maintenance			5.00
Landscape Maintenance/Mow-Cleanup	Facility GRDS-1		2.50
Landscape Maintenance/Mow-Cleanup			2.50
Lighting Maintenance	Facility GC-1	***Perform Routine Lighting Inspection*** -Lights are out in upstairs unsecured PD room	1.00
Lighting Maintenance			1.00

Activity	Asset	Notes	Labor Hours
PM Service	HVAC Equipment HP-PR-1	replaced filter	0.25
PM Service	HVAC Equipment HP-PW-2	replaced 3 filters.	0.25
PM Service	HVAC Equipment HP-PR-3	replaced 2 filters	0.25
PM Service	HVAC Equipment HP-PR-2	no replacement needed.	0.50
PM Service	HVAC Equipment HP-PW-1		0.25
PM Service			1.50
Facility Resources Division			48.75

CLDPW ACTIVITY REPORT

Activity	Asset	Notes	Labor Hours
Clean	Equipment PW009	wash truck, top of windshield washer fluid and change wipers	1.00
Clean			1.00
PM Inspection Service	Equipment TM03	fluids ok, tires ok, air filter dusted off, deck debris cleaned	0.15
PM Inspection Service	Equipment FG01	fluids ok, no leaks, air filter dusted off,	0.15
PM Inspection Service	Equipment PWUV01	gear oil slightly low, fluids ok, tires ok, air filter dusted off	0.15
PM Inspection Service	Equipment PRUV02	fluids ok, tires ok	0.15
PM Inspection Service	Equipment FG02	fluids ok, tires ok, air filter dusted off, washed off	0.15
PM Inspection Service	Equipment TM03	fluids ok, tires ok, air filter dusted off, deck debris swept off	0.00
PM Inspection Service	Equipment PWUV01	gear oil slightly low, air filter dusted off, fluids ok	0.15
PM Inspection Service	Equipment FG01	air filter dusted off, fluids ok, tires ok	0.15
PM Inspection Service	Equipment PRUV02	checked for leaks, fluids ok	0.15
PM Inspection Service	Equipment TM03	fluids ok, dusted off the air filter, checked for leaks	0.15
PM Inspection Service	Equipment FG02	checked for leaks, dusted off the air filter, fluids ok	0.15
PM Inspection Service	Equipment FG02	fluids ok, air filter dusted off,no leaks	0.25
PM Inspection Service	Equipment TM03	dusted air filter off,fluids ok.tires ok	0.25
PM Inspection Service	Equipment PWUV01	gear oil slightly low, tires ok,air filter dusted off, fluids ok, linkage makes engine hard to turn over at times	0.25
PM Inspection Service	Equipment FG01	fluids ok, air filter dusted off, tires ok	0.25
PM Inspection Service	Equipment PRUV02	fluids ok, tires ok, belt tension good, no leaks	0.25
PM Inspection Service	Equipment TM03	Turfmower at Kyle court for pm and new blades	0.00
PM Inspection Service	Equipment FG02	fluids ok, dusted off air filter	0.25
PM Inspection Service	Equipment FG01	fluids ok, tires ok, air filter dusted off	0.25

Activity	Asset	Notes	Labor Hours
PM Inspection Service	Equipment PWUV01	fluids ok, gear oil slightly low, gear linkage in neutral loose. sometimes have to wiggle shift to start, air filter dusted off	0.15
PM Inspection Service	Equipment PRUV02	fluids ok, equipment running good, no leaks	0.00
PM Inspection Service			3.40
PM Service	Equipment PW003	Added 1 quart oil. all other fluids levels ok	0.25
PM Service			0.25
Radar Speet Sign/Maintenance	Equipment RSS-3	replace batteries with charged set.	0.68
Radar Speet Sign/Maintenance	Equipment RSS-1	replace batteries with charged set.	0.66
Radar Speet Sign/Maintenance	Equipment RSS-2	replace batteries with charged set.	0.66
Radar Speet Sign/Maintenance			2.00
Service Hydraulic System	Equipment EM04	Had left lift cylinder rebuilt due to blown seal	4.00
Service Hydraulic System			4.00
Fleet Resources Division			10.65

CLDPW ACTIVITY REPORT

Activity	Asset	Notes	Labor Hours
Assist/Support	Non-Asset	Moved 5 trash carts to curb side due to P&R not puttin g bags in and not managing trash during event.	0.50
Assist/Support			0.50
Clean	Park P-11	clean trash, changed liners	0.50
Clean	Park P-10	clean trash, changed liners	0.50
Clean	Park P-11	trash pickup, roll cans road side	0.50
Clean	Park P-10	trash pickup, liner change, roll cans roadside	0.50
Clean	Park P-11		0.25
Clean	Park P-11	trash pickup, liner change	0.50
Clean	Park P-10	trash pickup, liner change	0.50
Clean	Park P-11	Green roll cans roadside, changed trash liners	0.75
Clean	Park P-10	roll up cans roadside, changed trash liners	0.50
Clean			4.50
Clean/Blowoff	Park P-37	blow off trails between sites	0.50
Clean/Blowoff	Park P-10	blow entrance and sidewalks	0.50
Clean/Blowoff	Park P-10	check trash, blew off basket ball court,parking lot, side walks, bridge entrances	0.50
Clean/Blowoff			1.50
Clear/Blow Off	Park P-11	blow patio and sidewalk	0.50
Clear/Blow Off			0.50
Field Maintenance/ Practice Setup	Athletic Spac e BSF-3	***Field Setup for Monday 10/2*** F3 - t-ball game	1.00
Field Maintenance/ Practice Setup	Athletic Spac e TC-1	***Field Setup for Monday 10/2*** Tennis lessons	0.50
Field Maintenance/ Practice Setup	Athletic Spac e TC-1	***Field Setup for Tuesday 10/3*** Tennis lessons	0.25
Field Maintenance/ Practice Setup	Athletic Spac e BSF-2	***Field Setup for Tuesday 10/3*** F2 - ozone practice	0.50
Field Maintenance/ Practice Setup	Athletic Spac e BSF-2	***Field Setup for Wednesday 10/4*** F2 - darlings practice	0.50
Field Maintenance/ Practice Setup	Athletic Spac e BSF-3	***Field Setup for Wednesday 10/4*** F3 - coach pitch practice	0.25
Field Maintenance/ Practice Setup	Athletic Spac e BSF-1	***Field Setup for Wednesday 10/4*** F1 - 60ft bases no mound practice	0.25

Activity	Asset	Notes	Labor Hours
Field Maintenance/ Practice Setup	Athletic Space BSF-4	***Field Setup for Thursday 10/5*** F4 - ponytails practice	0.50
Field Maintenance/ Practice Setup	Athletic Space BSF-1	Field Setup for Monday 10/9*** F1 - darlings practice	0.50
Field Maintenance/ Practice Setup	Athletic Space BSF-4	Field Setup for Friday 10/20*** F4 - ponytails practice bases set at 60ft, pitcher rubber at 40 ft	0.50
Field Maintenance/ Practice Setup	Athletic Space TC-1	***Field Setup for Tuesday 10/24*** tennis lessons	0.50
Field Maintenance/ Practice Setup			5.25
Field Maintenance/Game Setup	Athletic Space SF-1	***Field Setup for Tuesday 10/3*** Upper field - CCS soccer game	1.00
Field Maintenance/Game Setup	Athletic Space BSF-2	***Field Setup for Thursday 10/5*** F2 - ozone game	1.00
Field Maintenance/Game Setup	Athletic Space BSF-1	***Field Setup for Thursday 10/5*** F1 - t-ball game	1.00
Field Maintenance/Game Setup	Athletic Space BSF-3	***Field Setup for Thursday 10/5*** F3 - t-ball game and then coach pitch game	1.00
Field Maintenance/Game Setup	Athletic Space SF-2	***Field Setup for Saturday 10/7*** Soccer games ****SEE NOTE BELOW FROM HUNTER**** There is no goalie box painted on lower field c. Will need to be painted before Saturday's soccer games.	1.00
Field Maintenance/Game Setup	Athletic Space SF-1	***Field Setup for Saturday 10/7*** Soccer games	0.25
Field Maintenance/Game Setup	Athletic Space BSF-1	***Field Setup for Friday 10/6*** F1 - minors game	1.00
Field Maintenance/Game Setup	Athletic Space TC-1	***Court Setup for Monday 10/9*** tennis lessons	0.50
Field Maintenance/Game Setup	Athletic Space BSF-2	***Field Setup for Monday 10/9*** F2 - t-ball game	1.00
Field Maintenance/Game Setup	Athletic Space BSF-3	***Field Setup for Monday 10/9*** F3 - coach pitch practice	0.50
Field Maintenance/Game Setup	Athletic Space BSF-2	***Field Setup for Tuesday 10/10*** F2 - ozone game	1.00

Activity	Asset	Notes	Labor Hours
Field Maintenance/Game Setup	Athletic Space BSF-1	***Field Setup for Tuesday 10/10*** F1 - t-ball game	1.00
Field Maintenance/Game Setup	Athletic Space TC-1	***Court Setup for Tuesday 10/10*** tennis lessons	0.50
Field Maintenance/Game Setup	Athletic Space BSF-3	***Field Setup for Tuesday 10/10*** F3 - coach pitch game	1.00
Field Maintenance/Game Setup	Athletic Space BSF-2	***field Setup for Thursday 10/12*** F2 - ozone game	1.00
Field Maintenance/Game Setup	Athletic Space BSF-3	***field Setup for Thursday 10/12*** F3 - coach pitch game	1.00
Field Maintenance/Game Setup	Athletic Space SF-2	***Field Setup for Saturday 10/14*** soccer games	2.50
Field Maintenance/Game Setup	Athletic Space SF-1	***Field Setup for Saturday 10/14*** soccer games	2.50
Field Maintenance/Game Setup	Athletic Space SF-1	***Field Setup for Monday 10/16*** Upper soccer field - ccs high school game 4pm	1.00
Field Maintenance/Game Setup	Athletic Space BSF-4	***Field Setup for Monday 10/16*** F4 - t-ball game Upper soccer field - ccs soccer game	1.00
Field Maintenance/Game Setup	Athletic Space SF-1	***Field Setup for Monday 10/16*** F4 - t-ball game Upper soccer field - ccs soccer game	0.00
Field Maintenance/Game Setup	Athletic Space BSF-1	***Field Setup for Tuesday 10/17*** F1 - coach pitch game	1.00
Field Maintenance/Game Setup	Athletic Space BSF-2	***Field Setup for Tuesday 10/17*** F2 - minors game and then ozone game	1.00
Field Maintenance/Game Setup	Athletic Space BSF-4	***Field Setup for Thursday 10/19*** F4 - t-ball game	1.00
Field Maintenance/Game Setup	Athletic Space BSF-2	***Field Setup for Thursday 10/19*** F2 - minors game and then ozone game	0.50
Field Maintenance/Game Setup	Athletic Space BSF-3	***Field Setup for Thursday 10/19*** F3 - coach pitch game	1.00
Field Maintenance/Game Setup	Athletic Space BSF-1	***Field Setup for Thursday 10/19*** F1 - coach pitch game	1.00

Activity	Asset	Notes	Labor Hours
Field Maintenance/Game Setup	Athletic Space SF-1	***Field Setup for Saturday 10/21*** trash pickup, roll can replaced, goals replaced at goal line	0.50
Field Maintenance/Game Setup	Athletic Space SF-2	***Field Setup for Saturday 10/21*** soccer games trash pickup, roll can replaced, goals replaced at goal line	0.50
Field Maintenance/Game Setup	Athletic Space SF-1	***Field Setup for Tuesday 10/24*** Upper soccer field - ccs soccer game task canceled due to double input in cardegraph	0.00
Field Maintenance/Game Setup	Athletic Space SF-1	***Field Setup for Tuesday 10/24*** Upper soccer field - ccs high school game @ 4pm	0.50
Field Maintenance/Game Setup	Athletic Space BSF-2	***Field Setup for Tuesday 10/24*** F2 - minors game	1.00
Field Maintenance/Game Setup	Athletic Space SF-1	***Field Setup for Saturday 10/28*** soccer games	1.00
Field Maintenance/Game Setup	Athletic Space SF-2	***Field Setup for Saturday 10/28*** soccer games 10/26 field repainted	1.00
Field Maintenance/Game Setup			30.75
Grounds Maintenance	Park P-11	Regrade area between parking lot and football field.	5.00
Grounds Maintenance	Park P-11	sprayed herbicide to Athletic park	2.00
Grounds Maintenance			7.00
Inspect	Playground Equipment PGE-04	plastic on small playground is in good condition	0.15
Inspect	Playground Equipment PGE-03	metal in good shape	0.15
Inspect	Playground Equipment PGE-05	plastic on small playground is in good condition	0.15
Inspect	Playground Equipment PGE_02	swings in good condition, metal in good shape	0.15
Inspect	Playground Equipment PGE-01	tube slide bolt is cracked around bolt pictures in images	0.15

Activity	Asset	Notes	Labor Hours
Inspect	Playground Equipment P GE-04	plastic in good condition other than slight crack at top bolt	0.15
Inspect	Playground Equipment P GE-03	metal in good shape	0.15
Inspect	Playground Equipment P GE-05	playground plastic is in good condition	0.00
Inspect	Playground Equipment P GE-01	plastic in good condition other than slight crack at top bolt	0.15
Inspect	Playground Equipment P GE_02	swings in good condition	0.15
Inspect	Playground Equipment P GE-05	small playground plastic in good shape	0.15
Inspect	Playground Equipment P GE_02	swings in good condition	0.15
Inspect	Playground Equipment P GE-04	Large playground plastic is cracked around tube slide bolt. pics in images	0.15
Inspect	Playground Equipment P GE-01	plastic cracked around bolt on the tube slide	0.25
Inspect	Playground Equipment P GE-03	metal in good condition	0.25
Inspect	Playground Equipment P GE-03	metal in good shape	0.25
Inspect	Playground Equipment P GE_02	swings in good shape,	0.25
Inspect	Playground Equipment P GE-01	plastic cracked around bolt on the tube slide	0.25
Inspect	Playground Equipment P GE-05	tot playground in good condition. sand pit raked flush with border	0.25
Inspect	Playground Equipment P GE-04	small playground is in good condition	0.25
Inspect			3.55

Activity	Asset	Notes	Labor Hours
Landscape Maintenance/General Duties	Park P-10	Clean up leaves, blow off walkways.	0.75
Landscape Maintenance/General Duties	Park P-11	Clean up leaves, blow off walkways.	4.00
Landscape Maintenance/General Duties	Park P-37	Clean up leaves, blow off walkways.	4.00
Landscape Maintenance/General Duties	Park OS- 28	Clean up leaves, blow off walkways.	4.00
Landscape Maintenance/General Duties	Park P-10	Claen up leaves	3.00
Landscape Maintenance/General Duties	Park P-11	Claen up leaves	3.00
Landscape Maintenance/General Duties	Park P-37	Claen up leaves	3.00
Landscape Maintenance/General Duties			21.75
Landscape Maintenance/Mow-Cleanup	Park P-10		5.00
Landscape Maintenance/Mow-Cleanup	Park P-11		4.00
Landscape Maintenance/Mow-Cleanup	Park OS- 28		0.75
Landscape Maintenance/Mow-Cleanup	Park P-20		3.00
Landscape Maintenance/Mow-Cleanup	Park P-VM-21		1.50
Landscape Maintenance/Mow-Cleanup	Park OS- 28		0.75
Landscape Maintenance/Mow-Cleanup	Park P-10		4.00
Landscape Maintenance/Mow-Cleanup	Park P-11		5.00
Landscape Maintenance/Mow-Cleanup	Park OS- 28		1.00
Landscape Maintenance/Mow-Cleanup	Park P-10		5.00
Landscape Maintenance/Mow-Cleanup	Park P-37	blow off paths	0.25
Landscape Maintenance/Mow-Cleanup	Park P-11		4.50
Landscape Maintenance/Mow-Cleanup	Park P-20	mow and cleanup sod.	4.50
Landscape Maintenance/Mow-Cleanup	Park P-VM-21	mow and cleanup sod.	2.25

Activity	Asset	Notes	Labor Hours
Landscape Maintenance/Mow-Cleanup			41.50
Memorial Maintenance	Park P-33	weekend	0.00
Memorial Maintenance	Park P-33	weekend	0.00
Memorial Maintenance	Park P-33	fill out basin inspect fountain	0.25
Memorial Maintenance	Park P-33	fill fountain basin ,inspect memorial	0.25
Memorial Maintenance	Park P-33	filled fountain basin, blow patio	0.25
Memorial Maintenance	Park P-33	fill fountain basin, blow patio	0.25
Memorial Maintenance	Park P-33	fill fountain basin, blow patio, inspect memorial	0.25
Memorial Maintenance	Park P-33	weekend	0.00
Memorial Maintenance	Park P-33	weekend off	0.00
Memorial Maintenance	Park P-33	fill out basin, inspect, give off patio	0.25
Memorial Maintenance	Park P-33	fill fountain basin, blow patio and sidewalk	0.25
Memorial Maintenance	Park P-33	fill fountain basin, inspect memorial	0.25
Memorial Maintenance	Park P-33	fill fountain basin, inspect memorial	0.25
Memorial Maintenance	Park P-33	fill fountain basin, inspect fountain	0.25
Memorial Maintenance	Park P-33	weekend	0.00
Memorial Maintenance	Park P-33	weekend	0.00
Memorial Maintenance	Park P-33	fill fountain basin, inspect memorial	0.25
Memorial Maintenance	Park P-33	inspect the, fill memorial fountain basin	0.25
Memorial Maintenance	Park P-33	fill fountain basin, inspect memorial. weeds	0.25
Memorial Maintenance	Park P-33	fill fountain basin, inspect memorial	0.25
Memorial Maintenance	Park P-33	fill fountain basin, inspect memorial	0.25
Memorial Maintenance	Park P-33	weekend	0.00
Memorial Maintenance	Park P-33	fill fountain basin, inspect fountain	0.25
Memorial Maintenance	Park P-33	weekend	0.00
Memorial Maintenance	Park P-33	fill fountain basin, blow patio	0.25
Memorial Maintenance	Park P-33	fill fountain basin, blow patio	0.25
Memorial Maintenance	Park P-33	fill fountain basin, inspect memorial	0.25
Memorial Maintenance	Park P-33	fill fountain basin and check memorial	0.25
Memorial Maintenance	Park P-33	weekend off (task canceled)	0.00
Memorial Maintenance	Park P-33	fill fountain basin, blow patio	0.25
Memorial Maintenance			5.25
Mow	Athletic Spac e BSF-1		3.00
Mow			3.00
Pavement Marking Maintenance	Park OS- 28	repaint farmers market	0.75
Pavement Marking Maintenance	Park OS- 28		0.00
Pavement Marking Maintenance			0.75

Activity	Asset	Notes	Labor Hours
Service	Park Amenity PWS-02	change doggie station liners	0.25
Service	Park Amenity PWS-03	change doggie station liners	0.25
Service	Park Amenity PWS-04	change doggie station liners	0.25
Service	Park Amenity PWS-01	changed liners in poop cans	0.25
Service	Park Amenity PWS-02	change doggie station liners and poop bags	0.15
Service	Park Amenity PWS-03	change doggie station liners	0.00
Service	Park Amenity PWS-01	change doggie station liners and poop bags	0.15
Service	Park Amenity PWS-04	change doggie station liners	0.15
Service	Park Amenity PWS-04	change doggie station liners and poop bags	0.25
Service	Park Amenity PWS-01	liner change, dog waste bag replaced	0.25
Service	Park Amenity PWS-03	change doggie station liners and poop bags	0.25
Service	Park Amenity PWS-02	change doggie station liners and poop bags	0.25
Service	Park Amenity PWS-01	change doggie station liners and poop bags	0.50
Service	Park Amenity PWS-04	change doggie station liners	0.25
Service	Park Amenity PWS-02	change doggie station liners	0.15

Activity	Asset	Notes	Labor Hours
Service	Park Amenity PWS-03	change doggie station liners	0.15
Service			3.50
Setup	Park OS- 28	labor for Tuesday and Thursday. Setup and break down	0.50
Setup	Park OS- 28	Setup/ break down from farmers market Labor added for Tuesday and Thursday	0.50
Setup	Park OS- 28	Setup/break down,trash removal, green roll can replace	0.50
Setup	Park OS- 28	setup and broke down for Tuesday and Thursday	0.50
Setup			2.00
Special Event Maintennace	Non-Asset	***Place movie night sandwich boards ASAP*** The large board at Ray Kennedy/Main Street 1 at Market/200N 1 at top of triangle	0.00
Special Event Maintennace			0.00
Sweeping	Park P-10	blow leaves together and sweep up with sweeper.	2.00
Sweeping	Park P-20	blow leaves together and sweep up with sweeper.	2.00
Sweeping			4.00
Park and Recreations Resources Division			135.30

CLDPW ACTIVITY REPORT

Activity	Asset	Notes	Labor Hours
Administrative/ Public Works	Non-Asset	***Change Street Light Accts for WHSD***	2.00
Administrative/ Public Works			2.00
Public Works			2.00

CLDPW ACTIVITY REPORT

Activity	Asset	Notes	Labor Hours
Landscape Maintenance/Mow-Cleanup	Sidewalk 21	mow sidewalks and blow off.	3.50
Landscape Maintenance/Mow-Cleanup	Sidewalk 68	mow sidewalks and blow off.	0.50
Landscape Maintenance/Mow-Cleanup	Sidewalk 60	mow sidewalks and blow off.	0.50
Landscape Maintenance/Mow-Cleanup	Sidewalk 20	mow sidewalks and blow off.	3.50
Landscape Maintenance/Mow-Cleanup			8.00
Patch	Pavement 211	Patch area near pit in roadway.	6.50
Patch			6.50
Patching Maintenance	Pavement 159	Pavement is slipping from base layer. Not a hole.	2.50
Patching Maintenance	Pavement 128	***Mcmanus -Paving Skim Patched Area***	2.00
Patching Maintenance			4.50
Pavement Maintenance (Misc)	Non-Asset	Patched multiple area around town, in the park entrance, and at PW's shop	8.00
Pavement Maintenance (Misc)			8.00
Pothole Maintenance	Pavement 210	fill pot hole with perma patch. pot hole located in traffic circle	0.50
Pothole Maintenance			0.50
Shoulder Maintenance	Park DOT- Route I	Mow all street shoulders	7.00
Shoulder Maintenance	Park DOT- Route II	Mow all street shoulders	7.00
Shoulder Maintenance	Park DOT- MCBP	Mow	2.00
Shoulder Maintenance			16.00
Sidewalk Maintennace/General	Non-Asset	Removed (4) slabs and tree. Found conduit to extend street lights to corner. ***Concrete placement 9/5/23 CM*** ***Installed conduit for 2 new Pedestrian Lights. *** CM & RP 9/13/23 ***Set street light bases.*** CM & RP 9/19/23	40.50
Sidewalk Maintennace/General			40.50
Transportation Resources Division			84.00

CLDPW ACTIVITY REPORT

Activity	Asset	Notes	Labor Hours
AH Sanitary Sewer Station Service Call	Sewer Facilit y VPS-2	clear itself before I arrived at station. but still went to re set breaker for vp2. stayed and monitored 3 build cycl es and all seemed normal	0.75
AH Sanitary Sewer Station Service Call			0.75
Check Valve Maintenance	Sewer Facilit y VPS-1	Replaced bad flappers on transfer pumps.	4.00
Check Valve Maintenance			4.00
Collections (Deliver Notices)	Non-Asset	***Deliver 33 Notices***	4.00
Collections (Deliver Notices)			4.00
Collections (Markout Disconnects)	Non-Asset	***Mark Out (12) Potential Disconnects*** 132 POPLAR ST 912 W MAIN ST 113 MEADOWCREEK CHURCH 334 BROWNS HILL 8236 CHILKOOT LN 8164 CHILKOOT LN 605 N CENTRAL 607 N CENTRAL 947 N CENTRAL 110 W MAIN 110 WILDFLOWER 412 CONTENTMENT DR	2.00
Collections (Markout Disconnects)			2.00
Electrical Maintenance	Sewer Pump VP-08	Swapped out bad motor with used.	7.00
Electrical Maintenance			7.00
Generator Maintenance	Sewer Facilit y LS-03	***Generator Transfer Switch Not Operating Correctly* ** -National Power called to assess the issue. WN Switch needs replacing. -Transfer gets stuck when going from standby to shore	3.00
Generator Maintenance	Sewer Facilit y LS-03	Generator no start ***Installed new bat, replaced bad belt, toped off oil an d antifreeze. Will start and run station manually but do es not transfer automatically. Tim is reaching out to Na tional Power for assistance.***	6.00
Generator Maintenance			9.00
Inspect/Mow	Sewer Main 180		4.00

Activity	Asset	Notes	Labor Hours
Inspect/Mow			4.00
Replace	Sewer Manhole 641	Replace monitor battery.	0.50
Replace	Sewer Pump VP-10	Replace coupling	3.00
Replace			3.50
Routine Station Check	Sewer Facility LS-04	sp1- 2.76 sp2- 2.61 Gen hrs 184.4 Gen test good	0.50
Routine Station Check	Sewer Facility LS-05	sp1- 1.13 sp2- 1.11 Gen hrs- 77.5 Gen test good alarm good	0.25
Routine Station Check	Sewer Facility LS-08	sp1- 0.54 sp2- 0.5 Gen hrs- 543.2 Gen test good alarm good	0.25
Routine Station Check	Sewer Facility LS-10	sp1- 1.07 sp2- 0.9 Gen hrs- 150.9 Gen test good alarm good	0.50
Routine Station Check	Sewer Facility VPS-1	vp1- 3.64 vp2- 3.5 vp3- 3.47 sp1 sp2- 1.36 tp1 tp2- 0.47 Gen hrs 78.4	0.25
Routine Station Check	Sewer Facility LS-12	sp1- 0.79 sp2- 0.83 Gen hrs- 157.9 Gen test good alarm good	0.50
Routine Station Check	Sewer Facility LS-06	sp1- 1.36 sp2- 0.99 Gen hrs 490.7 Gen test good alarm good	0.50

Activity	Asset	Notes	Labor Hours
Routine Station Check	Sewer Facility VPS-2	monthly check vp1- 7.34 vp2- 7.34 vp3 vp4- 7.34 vp5- 7.34 sp1 sp2- 1.54 Gen hrs- 797.2	0.50
Routine Station Check	Sewer Facility LS-03	sp1- 5.93 sp2- Gen hrs- 433.5 Gen test bad(wouldn't start) alarm good	0.50
Routine Station Check	Sewer Facility LS-11	sp1- 0.49 sp2- 0.5 Gen hrs 140.1 Gen test good alarm good	0.50
Routine Station Check	Sewer Facility LS-09	sp1- 1.23 sp2- 1.13 sp3- 1.24 Gen hrs- 680.6 Gen test good alarm good	0.25
Routine Station Check	Sewer Facility LS-07	sp1- 0.44 sp2- 0.43 Gen hrs- 365.8 Gen test good alarm good	0.50
Routine Station Check	Sewer Facility LS-04	sp-1 - 2.35 sp-2- 1.97	0.25
Routine Station Check	Sewer Facility LS-08	sp1- 0.4 sp2- 0.37	0.25
Routine Station Check	Sewer Facility LS-10	sp1- 1.01 sp2- 0.84	0.25
Routine Station Check	Sewer Facility LS-11	sp1- 0.44 sp2- 0.43	0.25
Routine Station Check	Sewer Facility LS-09	sp1- 1.1 sp2- 1.0 sp3- 1.28	0.25

Activity	Asset	Notes	Labor Hours
Routine Station Check	Sewer Facility VPS-2	vp1- 8.76 vp2- 8.74 vp3 vp4- 8.74 vp5- 8.74 sp1 sp2- 1.53	0.25
Routine Station Check	Sewer Facility LS-03	sp1- 5.57 sp2-	0.25
Routine Station Check	Sewer Facility LS-12	sp1- 0.97 sp2- 1.02	0.25
Routine Station Check	Sewer Facility LS-05	sp1- 1.1 sp2- 1.1	0.25
Routine Station Check	Sewer Facility LS-06	sp1- 1.06 sp2- 1.11	0.25
Routine Station Check	Sewer Facility LS-07	sp1- 0.38 sp2- 0.38	0.25
Routine Station Check	Sewer Facility VPS-1	vp1- 4.43 vp2- 4.2 vp3- 4.2 sp1- 0.53 sp2- 0.47 tp1- tp2- 0.37	0.25
Routine Station Check	Sewer Facility LS-12	sp1- 0.87 sp2- 0.91	0.25
Routine Station Check	Sewer Facility LS-11	sp1- .44 sp2- .48	0.25
Routine Station Check	Sewer Facility LS-10	sp1- 1.01 sp2- 0.84	0.25
Routine Station Check	Sewer Facility VPS-2	vp1- 7.3 vp2- 7.28 vp3 vp4- 7.3 vp5- 7.28 sp1 sp2- 1.65	0.25

Activity	Asset	Notes	Labor Hours
Routine Station Check	Sewer Facility LS-04	sp1- 2.29 sp2- 1.99	0.25
Routine Station Check	Sewer Facility LS-08	sp1- 0.69 sp2- 0.66	0.25
Routine Station Check	Sewer Facility LS-05	sp1- 1.08 sp2- 1.05	0.25
Routine Station Check	Sewer Facility LS-07	sp1- 0.42 sp2- 0.41	0.25
Routine Station Check	Sewer Facility LS-06	sp1- 1.11 sp2- 1.2	0.25
Routine Station Check	Sewer Facility LS-09	sp1- 1.5 sp2- 0.97 sp3- 1.17	0.25
Routine Station Check	Sewer Facility VPS-1	vp1- 4.0 vp2- 3.83 vp3- 3.82 sp1- 0.45 sp2- 0.43 tp1- 0.2 tp2- 0.18	0.25
Routine Station Check	Sewer Facility LS-03	sp1- 5.54 sp2----	0.25
Routine Station Check	Sewer Facility LS-11	sp1- .51 sp2- .51	0.25
Routine Station Check	Sewer Facility LS-10	sp1- 0.97 sp2- 0.82	0.25
Routine Station Check	Sewer Facility VPS-1	vp1- 3.79 vp2- 3.59 vp3- 3.59 sp1- 0.49 sp2- 0.44 tp1- 0.24 tp2- 0.21	0.25
Routine Station Check	Sewer Facility LS-09	sp1- 1.3 sp2- .82 sp3- .97	0.25

Activity	Asset	Notes	Labor Hours
Routine Station Check	Sewer Facility VPS-2	sp1------ sp2- 1.61 vp1- 8.5 vp2- 8.4 vp3----- vp4- 8.4 vp5- 8.4	0.75
Routine Station Check	Sewer Facility LS-05	sp1 - 1.08 sp2- 1.05	0.25
Routine Station Check	Sewer Facility LS-07	sp1-0.41 sp2 - 0.41	0.25
Routine Station Check	Sewer Facility LS-08	sp1- 0.54 sp2- 0.51	0.25
Routine Station Check	Sewer Facility LS-12	sp1- 0.85 sp2- 0.87	0.25
Routine Station Check	Sewer Facility LS-03	sp1- 5.71 sp2------	0.25
Routine Station Check	Sewer Facility LS-04	sp1- 2.3 sp2- 2.01	0.25
Routine Station Check	Sewer Facility LS-06	sp1-1.11 sp2-1.24	0.25
Routine Station Check	Sewer Facility LS-09	sp1- 1.13 sp2- 0.91 sp3- 1.17	0.25
Routine Station Check	Sewer Facility LS-07	sp1- 0.41 sp2- 0.4	0.25
Routine Station Check	Sewer Facility LS-05	sp1- 1.06 sp2- 1.03	0.25
Routine Station Check	Sewer Facility LS-03	sp1- 5.2 sp2	0.25
Routine Station Check	Sewer Facility LS-06	sp1- 1.03 sp2- 1.2	0.25
Routine Station Check	Sewer Facility LS-04	sp1- 2.24 sp2- 1.96	0.25

Activity	Asset	Notes	Labor Hours
Routine Station Check	Sewer Facility LS-10	sp1- 0.97 sp2- 0.81	0.25
Routine Station Check	Sewer Facility LS-12	sp1- 0.87 sp2- 0.8	0.25
Routine Station Check	Sewer Facility VPS-1	vp1- 3.5 vp2- 3.31 vp3- 3.3 sp1- 0.53 sp2- 0.5 tp1- 0.23 tp2- 0.2	0.25
Routine Station Check	Sewer Facility LS-11	sp1- 0.47 sp2- 0.47	0.25
Routine Station Check	Sewer Facility LS-08	sp1- 0.57 sp2- 0.5	0.25
Routine Station Check	Sewer Facility VPS-2	vp1- 7.4 vp2- 7.39 vp3 vp4- 7.39 vp5- 7.39 sp1 sp2- 1.5	0.25
Routine Station Check			17.50
Service Connection Inspection (Final)	Non-Asset	252 Ella Dr (lot 107) passed signed permit at city hall	0.25
Service Connection Inspection (Final)	Non-Asset	515 Saddlebred Lot 5 ***Passed***CM	0.50
Service Connection Inspection (Final)	Non-Asset	307 Meadow Creek Ch Rd passed, signed permit at city hall	0.25
Service Connection Inspection (Final)	Non-Asset	110 Hickory Ridge Dr Lot 8 passed, signed permit at city hall.	0.25
Service Connection Inspection (Final)	Non-Asset	531 Saddlebred Lot 1 failed, cleanout broken spoke to gc on site.	0.25
Service Connection Inspection (Final)	Non-Asset	110 Ridge Rd marked and call homeowner ***Meet plumber***10/10 hooked up on 10/11. worked with plumber to get it hooked up. passed and signed permit at city hall.	7.00
Service Connection Inspection (Final)	Non-Asset	523 Saddlebred Ln Lot 3 passed, signed permit at city hall	0.25

Activity	Asset	Notes	Labor Hours
Service Connection Inspection (Final)	Non-Asset	509 saddlebred Lot 6, passed signed permit at city hall	0.25
Service Connection Inspection (Final)	Non-Asset	519 Saddlebred Ln Lot 4 failed, mud in bottom of cleanout appears to be recently repaired. passed on 10/20	0.25
Service Connection Inspection (Final)	Non-Asset	120 Hickory Ridge Dr Lot 10 passed, signed permit at city hall	0.25
Service Connection Inspection (Final)	Non-Asset	124 Hickory Ridge Dr Lot 11 passed, signed permit at city hall	0.25
Service Connection Inspection (Final)	Non-Asset	7161 Barleywood passed, signed permit at city hall	0.25
Service Connection Inspection (Final)			10.00
Service Connection Inspection (Re-Inspection)	Non-Asset	***519 SADDLEBRED LN LOT 4 Reinspection*** -See Task#13027 passed signed permit at city hall	0.25
Service Connection Inspection (Re-Inspection)			0.25
Sewer Pump Maintenance	Sewer Pump SP-#10	Replace bearings, belt, and coupling. Have laser lined. 3/22 rp and rh re-installed, ready to be laser lined. 3/23 met Kenneth from Randall's to get laser lined, once that was complete the pump still squalled and faulted out. fault 74(ramp up time). we pulled face plate and expansion coupling off found the bolt was lose causing issue. sent face plate and impeller to Randall's for machine work. parts were picked up 3/23. **5/2 RP,RH installed impeller and faceplate. still a rough spot when spinning by hand, tested 3 times and just didnt sound right saws sparks from inside where impeller is but face plate not hot. also heard a loud pop when shut off and pump was slowing down. not back in service will look at again later this week. ***6/12 CM Sent faceplate and impeller back for further machine work.** ***7/13 CM Reinstalled with Joel helping. Still issue with surfaces hitting. He is going to talk with Kennith to get a plan ASAP.*** ***9/14 after conversations with Kennith it was decided best plan of action was to pull pump and get to Randall's for evaluation. pulled pump on 9/14, and Joel picked pump up morning of 9/15.	33.00
Sewer Pump Maintenance			33.00
Vacuum Pump Maintenance	Sewer Pump VP-03	Change oil and filters	1.34
Vacuum Pump Maintenance	Sewer Pump VP-02	Change oil and filters	1.34

Activity	Asset	Notes	Labor Hours
Vacuum Pump Maintenance	Sewer Pump VP-01	Change oil and filters	1.32
Vacuum Pump Maintenance			4.00
Vacuum System Maintenance/Misc. Maintenance	Sewer Manhole 718	investigate multiple FloVac alarms for open to long and also high level. went and tested all sensors and everything seemed ok initially, but upon further testing believe the T in the comms cable may be bad causing the alarms. i have reached out to Flovac for further information.	2.00
Vacuum System Maintenance/Misc. Maintenance			2.00
Verify Service Status	Non-Asset	***See Requestors notes below*** -customer stated that it was inspected 10/24 and would like to verify that the sewer is turned on. ***Verified*** CM	1.00
Verify Service Status			1.00
Wet Well Maintenance	Sewer Facility LS-04	AL Lowder to clean, also cleaned floats and transducer	0.75
Wet Well Maintenance	Sewer Facility LS-05	AL Lowder to clean	0.50
Wet Well Maintenance	Sewer Facility LS-09	wet well cleaning with al Lowder.	0.50
Wet Well Maintenance	Sewer Facility LS-12	AL Lowder to clean, also cleaned floats	0.50
Wet Well Maintenance			2.25
Wastewater Resources Division			104.25

OCTOBER 2023 SUMMARY

OCTOBER 2023

CATEGORY	AMOUNT
Total Offenses Reported	160
Incident Reports Taken	137
Business And Neighborhood Patrols	2,126
Arrest Charges	32
Citation Charges	185
Warnings Issued	145
Traffic Crashes Reported	20

October 2023 Officer of the Month Is Not Yet Decided

Planning and Zoning
October 2023

1 New House permit	Summit
2 Rooftop Solar	
2 Garage	
4 Fence	
1 Final Plat Review Pine Bluff Phase 1	
2 Conditional Rezonings	QT, Bell Ave Townhomes.
172 New house permits as of 10/31/2023	

City of Locust

Post Office Box 190
Locust, North Carolina 28097-0190
(704) 888-5260

MEMORANDUM

Date:	November 3, 2023
From:	Cesar Correa, City Manager
To:	Mayor & City Council
Subject:	Zoning Amendment (Conditional) – Stanly County PIN#: 556504603343

BACKGROUND & PETITION INFORMATION

On September 19, 2023 the City of Locust received an application for a Conditional Zoning Amendment (Exhibit #1) for the property shown on the attached zoning map (Exhibit 2). The specifics of the rezoning application are as follows:

Applicant: James Schad

Owner Information: Meadow Creek Business Park

Existing Zoning: Highway Commercial (HC)

Proposed Zoning: Highway Commercial – Conditional (HC-C)

Permitted Uses: All uses permitted in the Highway Commercial zoning district as shown in Article 2 Section 5 Use Table of the City of Locust Land Development Ordinance, would be permitted on the subject property. The proposed use *Shopping Centers, less than 25,000 gross sq. ft.* is a conditional use in the Highway Commercial District.

Parcel ID Numbers: Stanly County PIN#: 556504603343

Area in Acres: +/- 1.62 acre

Site Description: This property is part of the Meadow Creek Business Park development. The site is surrounded by other parcels similar in size and use.

Adjacent Land Use: Commercial (Murphy's Oil, Jeremiah's Ice, Urgent Care and KFC) and Vacant

Surrounding Zoning: The property is surrounded by Highway Commercial on most sides, and Open Space on the east.

Utility Service Provider: The property will be served by public water through Stanly County Utilities, and sewer provided by the City of Locust.

EXHIBITS

1. Application for Zoning Change
2. Zoning Map
3. Site Plan
4. Proposed Elevations

LAND USE PLAN ANALYSIS

The property lies within the area designated on the adopted 2014 Land Use Plan for commercial uses.

The property is currently zoned Highway Commercial. This amendment is reasonable because the property is adjacent to existing commercial uses, which are components of the Meadow Creek Business Park development. The amendment allows for the growth and expansion of the City's commercial tax base and sales taxes, thus providing opportunities for local jobs for the community.

FINDINGS AND CONCLUSIONS

The applicant submitted a Site Plan (Exhibit #3) and proposed elevations (Exhibit #4) for the overall development of the property that will be attached to the approval of the conditional rezoning should the City choose to support this request.

Staff has reviewed the Site Plan and finds that it meets the standards of the City of Locust Land Development Ordinance.

POLICY IMPLICATIONS

The City of Locust Land Development ordinance and the North Carolina General statutes require the Planning & Zoning Board to make a recommendation on the zoning amendment.

On September 28, 2023 the Locust Planning & Zoning Board reviewed the zoning amendment petition and voted unanimously to recommend ***approval*** of the proposed Highway Commercial – Conditional (HC-C) zoning designation.

Notice of the meeting and this agenda item have been publicized, letters have been mailed to all adjacent property owners within 500ft of the subject property, and a zoning hearing sign has been posted on the property.

The Council may vote to recommend approval, denial, or to modify the recommended classification in accordance with the adopted 2014 Land Use Plan.

SUGGESTED MOTION LANGUAGE

The following suggested motion language is provided as a guideline to assist the Council with references required for zoning amendments. The language may be altered as deemed appropriate by any member of the City Council in the making of a motion.

Suggested motion: "To approve the conditional rezoning request designating the subject property as Highway Commercial – Conditional (HC-C) with the associated site plan and proposed elevations, to be consistent with the 2014 Land Use Plan.

Exhibit 1

City of Locust

Post Office Box 190
Locust, North Carolina 28097-0190
(704) 888-5260

Application for Conditional Zoning Change

Date: 09/19/23

Applicant Name: James Schad

Company Name (if applicable)

Address: 1109 East Ozark Ave, Gastonia, NC 28054

Phone Number: 704-608-4885

Address of Property Change: Corner of James Avenue & Brown Hill Road

Present Zoning District: HC

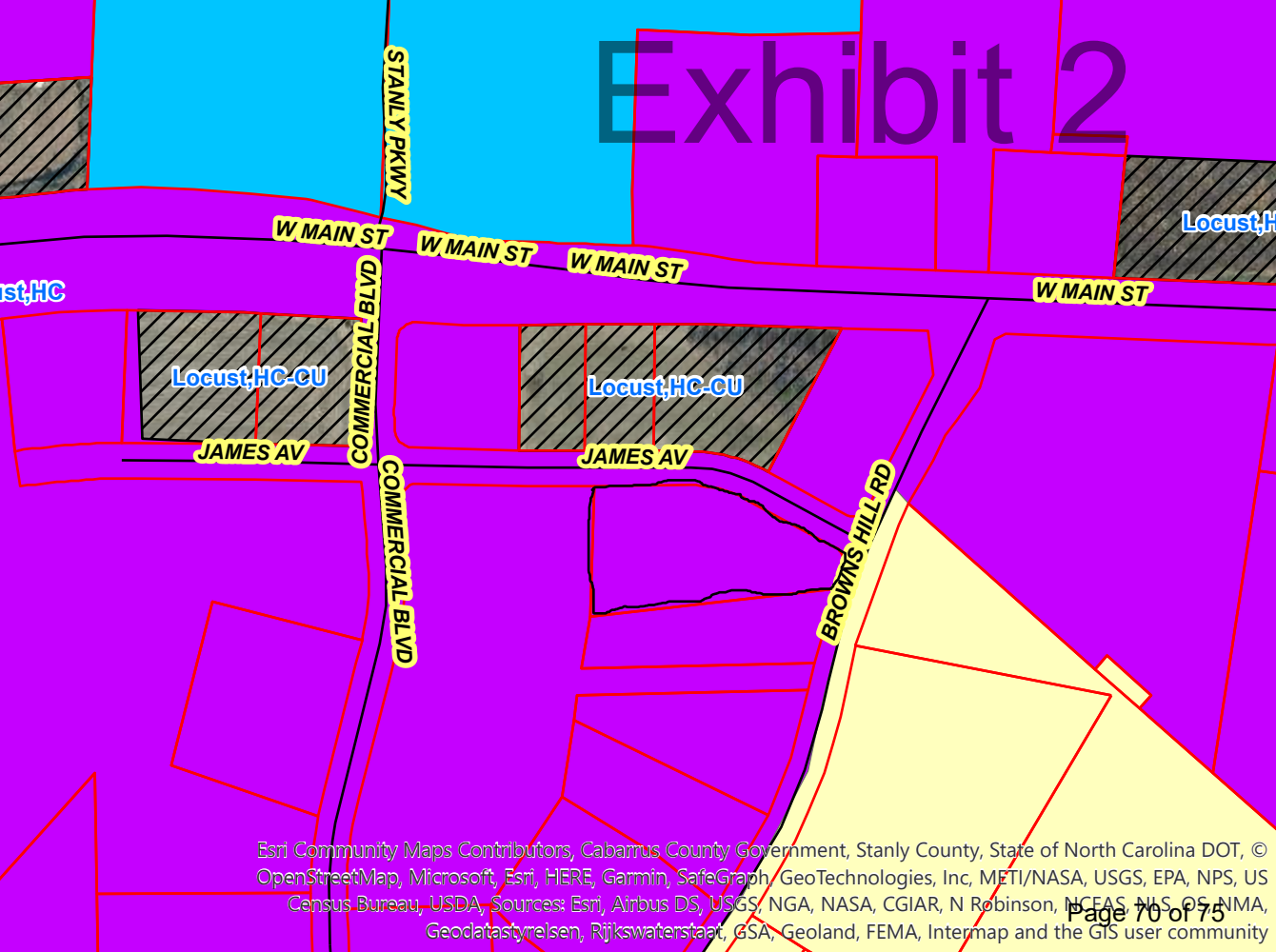
Requested Zoning District: HC- Conditional

Applicant Signature: (AGENT FOR OWNER)

The following information is required with the application:

(1) Map of the property to be rezoned, accurate description to show the following:
   a. All property lines with dimensions, north arrow.
   b. Names and addresses of adjoining landowners.
   c. Location of all existing structures, use of all land.
   d. Zoning classifications of all abutting zoning districts.
(2) Comprehensive site plan.
(3) Color renderings of the exterior.
(4) Comprehensive landscape plan
(5) All proposed signage (monument and/or building mounted)
(6) A fee of $500 (non- refundable) must accompany this application.

Exhibit 2


STANLY PKWY
W MAIN ST
W MAIN ST
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W MAIN ST
Locust,HC
Locust,HC-CU
Locust,HC-CU
COMMERCIAL BLVD
COMMERCIAL BLVD
JAMES AV
JAMES AV
BROWNS HILL RD
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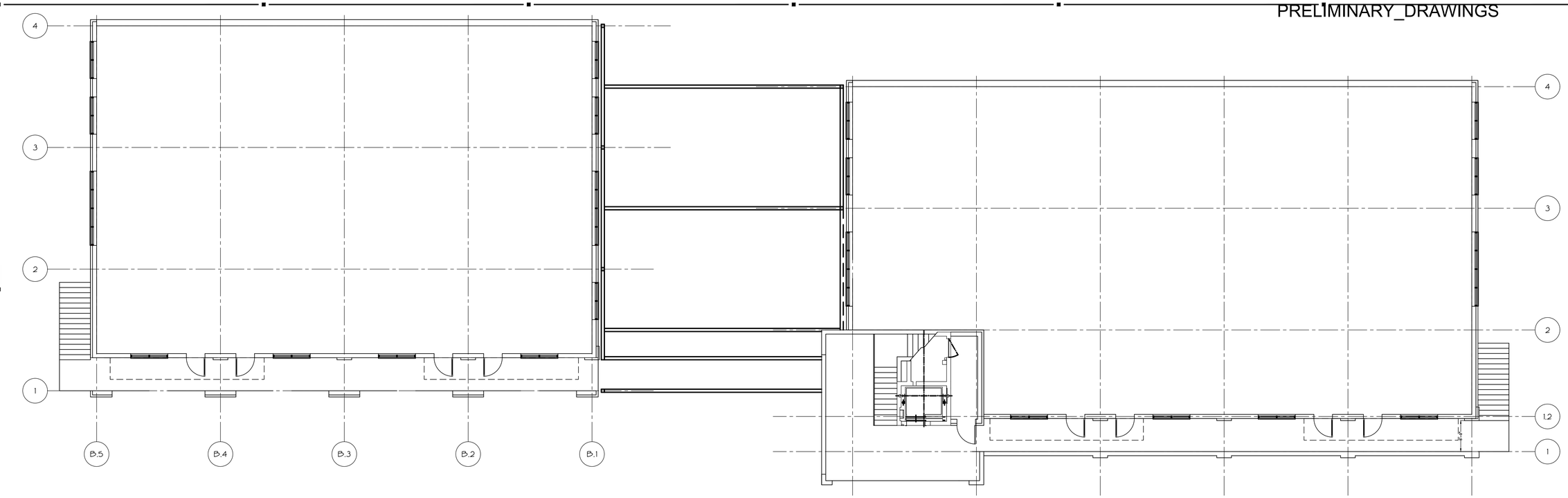
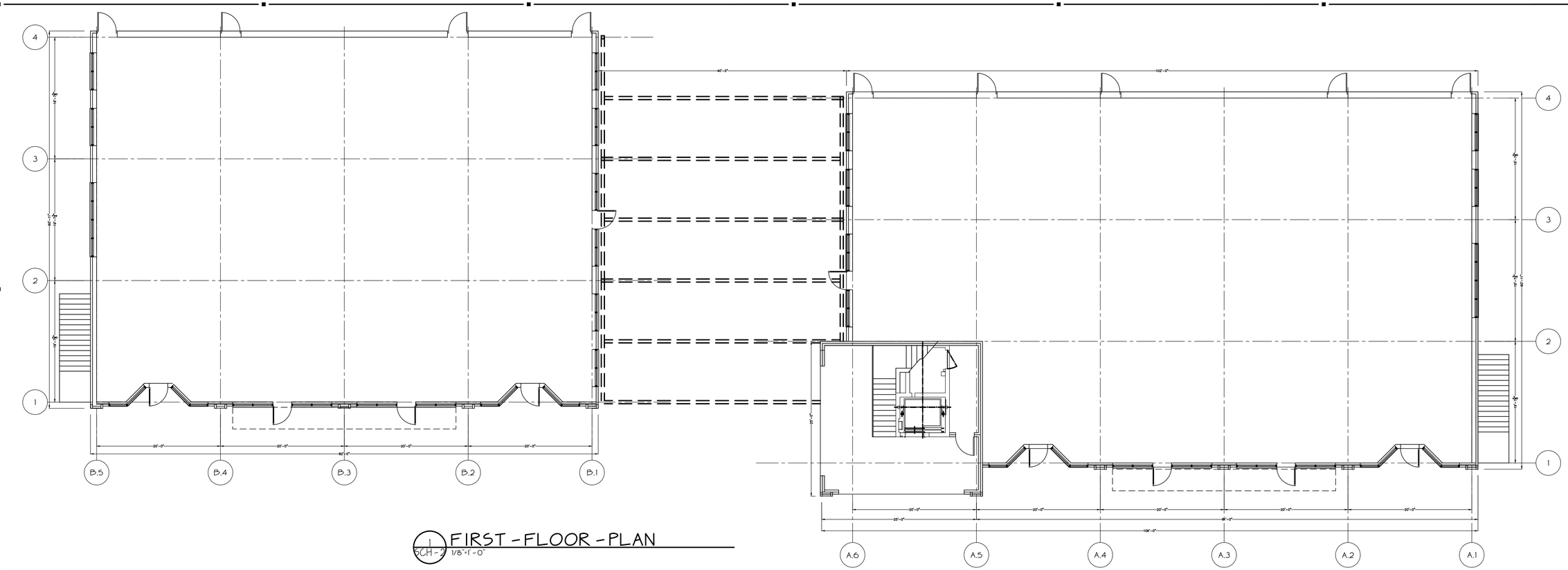
PRELIMINARY_DRAWINGS



2 SCH-2 SECOND - -FLOOR - PLAN
1/8"=1'-0"



1 SCH-2 FIRST - FLOOR - PLAN
1/8"=1'-0"

David Harmon Architecture
400 West Main Street Suite 141
Valdese, NC 28690
704-938-9704

SEAL:

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CONSULTANT:

TITLE:
SCHEMATIC FLOOR PLAN

PROJECT:
LOCUST FLEX BLDG
–
PROJECT ADDRESS
LOCUST / NC / –

PROJECT NUMBER: 22-1019

PROJECT MANAGER: DRH
DRAWN_BY: DRH
APPROVED_BY: DRH
FILE NAME: TITLE BLANK
DRAWING SCALE: DWG. SCALE
PLOT DATE: 11-04-2023

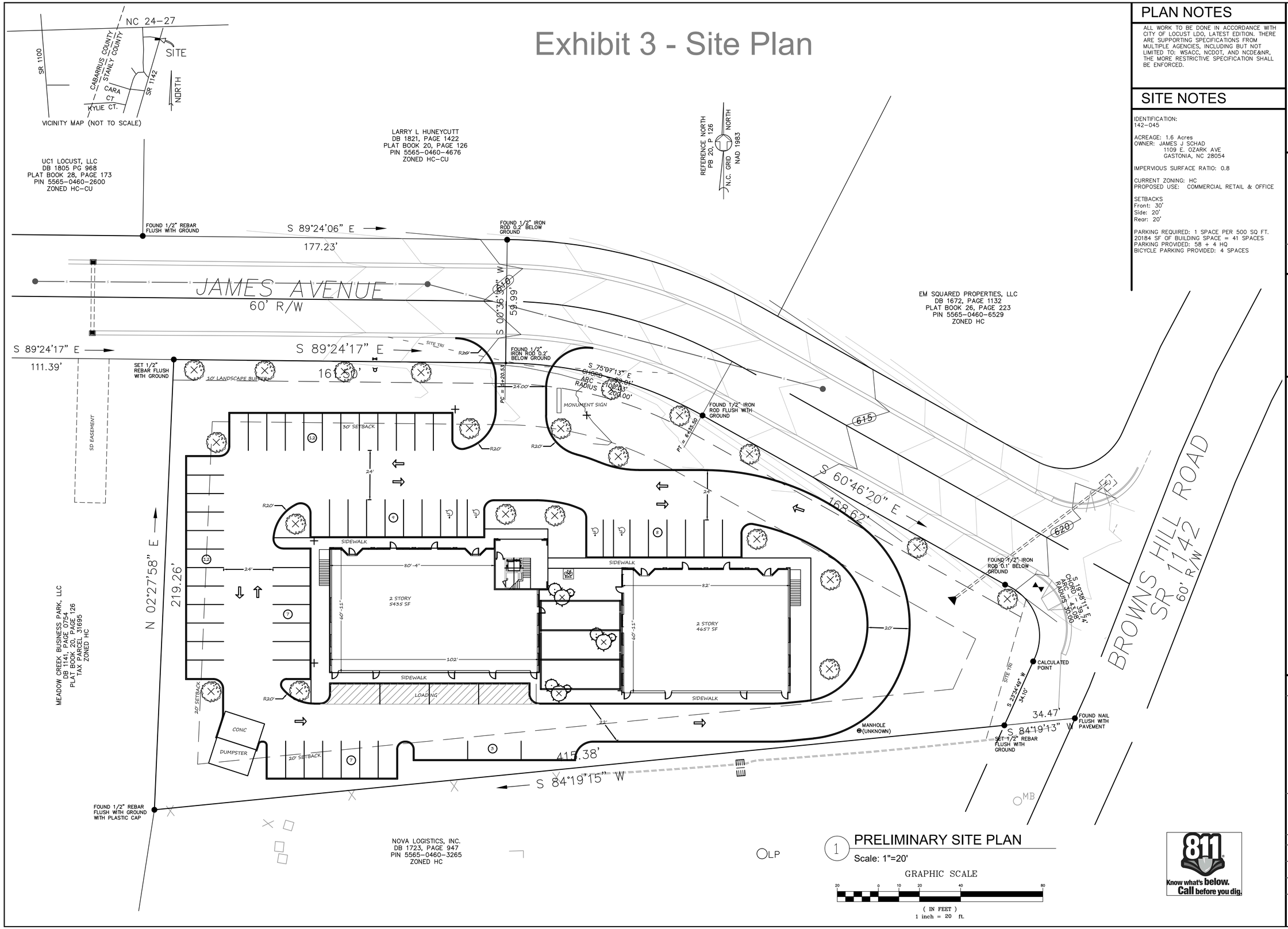
RELEASED FOR	DATE
APPROVALS	--/--/--
BIDDING	--/--/--
CONSTRUCTION	--/--/--
RECORD DWG.	--/--/--

REV. NO.	REVISIONS DESCRIPTION	DATE
1	---	--/--/--
2	---	--/--/--
3	---	--/--/--
4	---	--/--/--

DRAWING NO. SCH3
SHEET –
OF –

TITLE: FLOOR PLANS

Exhibit 3 - Site Plan



1 PRELIMINARY SITE PLAN

Scale: 1"=20'

GRAPHIC SCALE

20 0 10 20 40 80

(IN FEET)
1 inch = 20 ft.

PLAN NOTES

ALL WORK TO BE DONE IN ACCORDANCE WITH CITY OF LOCUST LDO, LATEST EDITION. THERE ARE SUPPORTING SPECIFICATIONS FROM MULTIPLE AGENCIES, INCLUDING BUT NOT LIMITED TO: WSACC, NCDOT, AND NCDE&NR, THE MORE RESTRICTIVE SPECIFICATION SHALL BE ENFORCED.

SITE NOTES

IDENTIFICATION:
142-045

ACREAGE: 1.6 Acres
OWNER: JAMES J SCHAD
1109 E. OZARK AVE
GASTONIA, NC 28054

IMPERVIOUS SURFACE RATIO: 0.8

CURRENT ZONING: HC
PROPOSED USE: COMMERCIAL RETAIL & OFFICE

SETBACKS
Front: 30'
Side: 20'
Rear: 20'

PARKING REQUIRED: 1 SPACE PER 500 SQ FT.
20184 SF OF BUILDING SPACE = 41 SPACES
PARKING PROVIDED: 58 + 4 HQ
BICYCLE PARKING PROVIDED: 4 SPACES

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PO BOX 1248
KANNAPOLIS, NC 28081
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Prepared for:

DAVID HARMON
ARCHITECTURE
400 W. MAIN STREET,
SUITE 141
VALDESE, NC 28690
704-936-9704

JAMES AVENUE

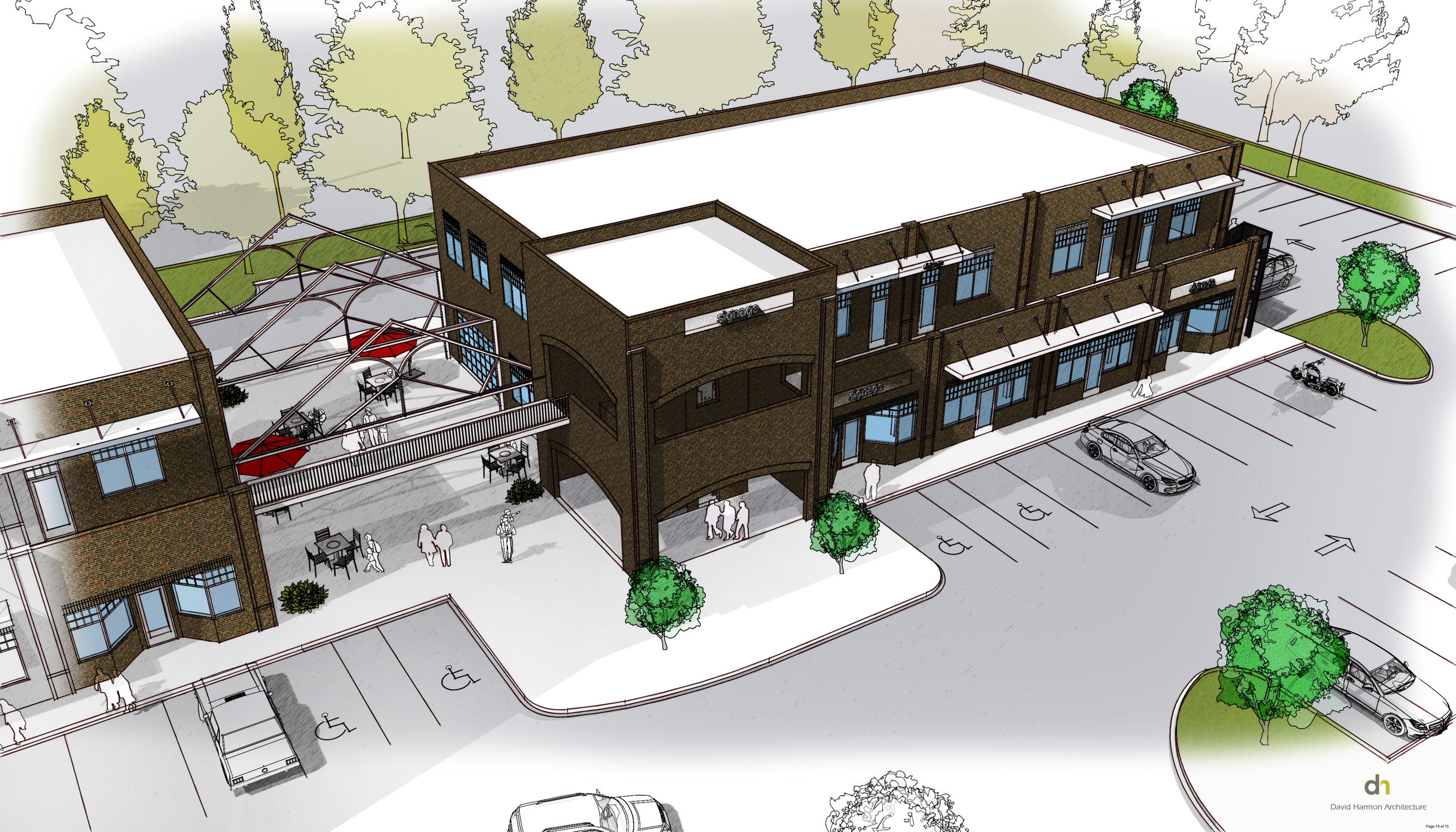
LOCUST, NORTH CAROLINA
PRELIMINARY SITE PLAN

#	DATE	REVISION	BY

SCALE: 1" = 20'
DATE: 9-22-23
JOB # 23535
C - 1.0

David Harmon Architecture

Exhibit 4 - Proposed Elevation



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