

**CITY OF THOMASVILLE COUNCIL MEETING AGENDA**  
**Monday, June 20, 2022 – 6:00 P.M.**

7003 Ball Park Road, Thomasville, NC 27360

Mayor Raleigh York, Jr. ~ Mayor *Pro Tem* Payton Williams

1. Call to Order
2. Additions and Deletions to the Agenda
3. Recognitions and Presentations
  - A. Proclamation Designating July as Parks and Recreation Month
  - B. Proclamation Recognizing Davidson County's Bicentennial (200<sup>th</sup>) Year
4. Public Forum – Please sign up in person to speak for two minutes on any topic. *A two-minute time limit will be enforced.*
5. Consent Agenda
  - A. Approval of Minutes - Briefing Meeting on 05/09/22
  - B. Approval of Minutes - Council Meeting on 05/16/22
  - C. Approval of Minutes - Special Called Council Meeting on 05/27/22
  - D. Consideration of Renewal of Contract with Home Solutions of Davidson County
  - E. Consideration of End-of-Year Budget Amendments
  - F. Consideration of ARPA Grant Project Ordinance
  - G. Consideration of ARPA Grant Budget Amendment
  - H. Consideration of ABC Board Travel Policy
  - I. Consideration of Resolution to allow City of High Point to Annex an Area within the City of Thomasville's Annexation Agreement Area
6. Regular Agenda
  - A. Consideration of Fiscal Year 2023 Budget Ordinance and City Fee Schedule
  - B. Consideration of Revision of Personnel Policy Article XVII *Police Department Career Development Plan*, Section 5; and Personnel Policy Appendix "A" Pay and Classification for 3 new positions:
    - i. Police Trainee
    - ii. Police Records Supervisor
    - iii. Downtown Economic Development Director
  - C. Consideration of Revision to Personnel Policy Article XII, Employee Benefits, Section 6, Law Enforcement Officer, 401K and Separation Allowance
  - D. Consideration of Express Cab Taxi Franchise
  - E. Consideration of Highway Safety Grant Resolution
7. Committee Reports and Appointments, Mayor's Report and Appointments, City Manager's Report, City Attorney's Report
8. Closed Session - Personnel
9. Additional Items
10. Adjournment

# PROCLAMATION

## Designating July as Parks and Recreation Month

WHEREAS, Parks and Recreation is an integral part of communities throughout this country that promotes health and wellness, improving people's physical and mental health.

- It promotes time spent in nature, which positively impacts mental health by increasing cognitive performance and well-being;
- It encourages physical activities by providing space for popular sports, hiking trails, swimming pools and many other activities designed to promote active lifestyles; and
- It provides programming and education activities, such as out-of-school time programming, youth sports, and environmental education, which are critical to childhood development; and

WHEREAS, Parks and Recreation increases a community's economic prosperity through increased property values, expansion of the local tax base, increased tourism, the attraction and retention of businesses, and crime reduction; local parks in North Carolina generated over \$6 billion dollars in economic activity and provided over 37,000 jobs, ranking NC as 10th in the nation; and

WHEREAS, Parks and Recreation is fundamental to the environmental well-being of our State. It provides essential and adaptable infrastructure that makes our communities resilient in the face of natural disasters; our parks and natural recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and enjoy recreation outdoors; and

WHEREAS, The U.S. House of Representatives has designated July as Parks and Recreation Month; and the City of Thomasville, North Carolina, recognizes the benefits derived from parks and recreation resources.

NOW, THEREFORE, I, Raleigh York, Jr., Mayor of the City of Thomasville, do hereby proclaim that July is Parks and Recreation Month, and I urge all citizens to participate in the many recreation activities available in Thomasville in July and all year long.

This the 20<sup>th</sup> day of June, 2022.



*Raleigh York, Jr.*  
Raleigh York, Jr., Mayor



**City of Thomasville**  
**Proclamation Recognizing**  
**THE DAVIDSON COUNTY BICENTENNIAL YEAR**

**WHEREAS**, Davidson County was formed from Rowan County by an act of the North Carolina State Legislature in November 1822, and Davidson County will, therefore, celebrate its 200th anniversary, commonly known as its Bicentennial, in the year 2022; and

**WHEREAS**, Davidson County has a rich heritage worthy of honor and an exceptional citizenry of caring, committed, and talented people; and

**WHEREAS**, through a wide series of activities and events, Bicentennial commemorations will explore history, recognize present, and envisage the future; and

**WHEREAS**, during the Bicentennial year, the community will come together, sharing stories, honoring history, celebrating the arts, attend events, and appreciating the unique place which is Davidson County.

**NOW THEREFORE, BE IT PROCLAIMED**, I, Raleigh York, Jr., as Mayor of the City of Thomasville, do hereby proclaim the year of 2022, as

**THE DAVIDSON COUNTY BICENTENNIAL YEAR**

in the City of Thomasville. The City congratulates and acknowledges the innumerable individuals, agencies, businesses, and organizations that have contributed, and still contribute, and encourage all to participate in events and activities associated with the Bicentennial hosted by Davidson County.

Adopted this 20<sup>th</sup> day of June, 2022.



*Raleigh York, Jr.*  
Mayor Raleigh York, Jr.

**MINUTES FOR THE THOMASVILLE CITY COUNCIL BRIEFING MEETING ON MONDAY, MAY 9, 2022 AT 6:00 PM AT 7003 BALLPARK ROAD, THOMASVILLE, NC.**

Elected officials in attendance: Mayor Raleigh York, Jr., Mayor *Pro Tempore* Lisa Shell and Council Members Ron Bratton, Doug Hunt, Wendy Sellars, Jeannette Shepherd, Hunter Thrift and Payton Williams.

The following staff members attended the meeting: City Manager Michael Brandt; Assistant City Manager Eddie Bowling; Planning Director Chuck George; Finance Director Thomas Avant; Police Chief Mark Kattner; and City Clerk Wendy Martin

1. Call to Order – Mayor York called the Briefing meeting of the Thomasville City Council to order.

- A. Additions and Deletions to the Agenda – City Manager Michael Brandt had no additions or deletions to the agenda. He only had a revision to item I to say “Downtown Economic Development Director” instead of “Main Street Director”.

Council Member Sellars moved to approve the agenda as amended. Council Member Shepherd seconded. *Motion unanimously approved 7 – 0.*

2. Recognitions and Presentations on May 16, 2022

- A. Recognition of Meritorious Service – to be presented by Mayor Raleigh York, Jr.

City Manager Brandt said the names of the officers would be added to the agenda for the life-saving efforts that they made at a fire.

- B. Proclamation – National Public Works Week (May 15 - 21)

City Manager Brandt said he and the Mayor would be bringing some sort of treat to the Public Works staff during that week. He invited Council to join them.

3. Public Forum – Anyone can speak at the Council meeting on May 16, 2022 for two minutes on any topic they choose.

4. Public Hearing - Request for Rezoning (Z-22-02) on May 16, 2022

Applicant: Board of Planning & Adjustment

Proposed Amendment to the Zoning Ordinance

Appendix A – Zoning, Article V, Sec. 3A, Note 12, and

Add Note 14. (Landscape buffer yard and screening requirements)

City Manager Brandt explained that the Planning and Zoning Board requested an amendment to the Zoning Ordinance to provide additional buffer areas between residential and commercial districts. They voted on the revisions put forth by Council

last month, and they voted 6 – 1 in favor of a 15' landscape buffer yard this month.

The following items were put on the Consent Agenda by the Council members for consideration on May 16, 2022:

5. Consent Agenda

- A. Approval of Minutes of the Briefing Meeting on 04/11/22
- B. Approval of Minutes of the Council Meeting on 04/18/22
- C. Consideration of Grant Project Ordinance: One NC Fund Grant – BrassCraft Mfg.
- D. Consideration of Grant Project Ordinance: NC Dept. of Commerce Grant – Nucor Steel
- E. Consideration of Grant Project Ordinance: Golden LEAF Foundation – Nucor Steel
- F. Consideration of Amendment to Rules and Procedures Manual Giving the Mayor Authority to Amend the Mayor Pro Tempore of the Month

The following items were put on the Regular Agenda by the Council members for consideration on May 16, 2022:

6. Regular Agenda

- A. Budget Message by the City Manager
- B. Consideration of Ordinance to Enact Chapter 70, Article VI: Social District
- C. Consideration of Ordinance to Enact Chapter 70, Article VII: Sidewalk Dining
- D. Consideration of Grant Project Ordinance: ARPA Funds
- E. Consideration of Budget Amendment for the General Fund; Water/Sewer Utility Fund; School Fund; and Golf Fund
- F. Consideration of Amendment to Personnel Policy to Add 3 New Positions: Police Trainee, Police Records Supervisor and Downtown Economic Development Director
- G. Consideration of Express Cab Taxi Franchise – City Manager Brandt said State law requires this to come before Council two months.

7. Committee Reports and Appointments, Mayor's Report and Appointments, City Manager's Report, City Attorney's Report

No action was taken. Reports will be given at the Council meeting on May 16, 2022.

8. Closed Session – Real Estate and Personnel on *May 9, 2022*.

Council Member Thrift moved to go into closed session for Real Estate and Personnel matters. Council Member Hunt seconded. *Motion unanimously approved 7 – 0*. No action was taken in closed session.

Closed Session – Attorney/Client on *May 16, 2022*

9. Additional Items – n/a

10. Adjournment – Council Member Sellars moved to adjourn. Council Member Shell seconded. *Motion unanimously approved 7 – 0.*

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Raleigh York, Jr., Mayor

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Wendy S. Martin, City Clerk



## MINUTES FOR THE THOMASVILLE CITY COUNCIL MEETING ON MONDAY, MAY 16, 2022 AT 6:00 PM AT 7003 BALLPARK ROAD, THOMASVILLE, NC.

Elected officials in attendance: Mayor *Pro Tempore* Lisa Shell and Council Members Ron Bratton, Doug Hunt, Wendy Sellars, Jeannette Shepherd, Hunter Thrift and Payton Williams. Mayor Raleigh York, Jr. was absent.

The following staff members attended the meeting: City Manager Michael Brandt; Assistant City Manager Eddie Bowling; City Attorney Misti Whitman; Police Chief Mark Kattner; Assistant MIS Director Damon Hartwell; PC Technician James Raulston; and City Clerk Wendy Martin

1. Call to Order – Mayor *Pro Tempore* Lisa Shell called the meeting of the Thomasville City Council to order.
2. Additions and Deletions to the Agenda – City Manager Michael Brandt asked that Council add the following to the agenda:

3.C. *Proclamation - Gun Violence Awareness Day*

7.A. *Resolution to Dissolve the Multicultural Committee*

Council Member Shepherd asked that the following items be removed from the agenda and get sent back to Council Committees in June for further discussion:

7.D. *Consideration of Grant Project Ordinance: ARPA Funds*

7.F. *Consideration of Amendment to Personnel Policy to Add 3 New Positions: Police Trainee, Police Records Supervisor and Downtown Economic Development Director*

Council Member Thrift moved to approve the agenda as amended. Council Member Hunt seconded. *Motion unanimously approved 6 – 0.*

### 3. Recognitions and Presentations

- A. Recognition of Meritorious Service of Master Police Officers Jonathan Caldwell and Michael Vogler and Corporal Joseph Sutton - presented by Council Member Bratton

Body cam video footage was shown of these three heroic officers going into a burning building to rescue two people who were trapped inside. Copies of the awards are on file with the City Clerk's office and are available upon request.

Council Member Bratton said it was his honor to recognize these officers. He said, "This is an example of officers going above and beyond to save someone's life. Thank you very much. I'm so proud."

- B. Proclamation – National Public Works Week - presented by Mayor *Pro Tem* Shell
- C. Proclamation - Gun Violence Awareness Day - presented by Council Member

### Sellars

Council Member Sellars asked Linda Melton to tell people about the event she would be holding in Thomasville for Gun Violence Awareness Day. Ms. Melton said she lost her son to gun violence in 2020. In order to heal, she created an annual Gun Violence Awareness Day event. This year, it will be held at Doak Park on June 4, 2022 from 1:00 – 6:00 PM. Guest speakers will be talking about gun violence education and awareness. She said, “If we can save one life off the street, we’ve done a lot... Come have a hamburger, a hotdog, and a conversation.”

4. Public Forum – City Attorney Misti Whitman explained that each person could speak for two minutes on any topic they choose, but Council would not be able to respond.

Kelly Johnson suggested that the former Police Department building be used as a Driving Center that offers driver's ed, second-chance driving classes, NC DMV testing and licensing, and CDL training. She asked to be included in any group discussions regarding the future of the PD building.

Greg Myers, Amy Coleman, JacQuez Johnson, and Fay Ashworth spoke in opposition to the dissolution of the Multicultural Committee. Dr. Myers said that he wanted others to get the same chances he had growing up. Ms. Coleman said she wanted a place where everyone felt they mattered. Mr. Johnson, the Committee's Chairman, asked Council to keep the group together in support of equity, diversity and inclusion. Dr. Ashworth asked that the committee be allowed to continue for a probationary year so it could finish what it had started.

No action was taken.

5. Public Hearing - Request for Rezoning (Z-22-02)  
 Applicant: Board of Planning & Adjustment  
 Proposed Amendment to the Zoning Ordinance  
 Appendix A – Zoning, Article V, Sec. 3A, Note 12, and  
 Add Note 14. (Landscape buffer yard and screening requirements)

City Manager Brandt explained that the Planning and Zoning Board requested an amendment to the Zoning Ordinance to provide additional buffer areas between residential and commercial districts. They voted on the revisions put forth by Council last month, and they voted 6 – 1 in favor of a 15' landscape buffer yard.

Mayor *Pro Tem* Shell opened the Public Hearing. No one came forward to speak for or against this issue. Mayor *Pro Tem* Shell closed the Public Hearing.

Council Member Hunt moved to approve the rezoning as presented. Council Member Shepherd seconded. *Motion unanimously approved 6 – 0.*

6. Consent Agenda – City Manager Brandt reviewed these items as follows:



- A. Approval of Minutes of the Briefing Meeting on 04/11/22
- B. Approval of Minutes of the Council Meeting on 04/18/22
- C. Consideration of Grant Project Ordinance: One NC Fund Grant – BrassCraft Mfg.

-The N.C. Dept. of Commerce has awarded the City a \$200,000 One NC Fund Grant for distribution to BrassCraft Manufacturing Company, a manufacturer of rough plumbing products, located at 1024 Randolph Street.

-Grant proceeds are to be used for installation or purchase of equipment; structural repairs, improvements, or renovations to existing buildings to be used for expansion; construction of or improvements to new or existing water, sewer, gas, or electric utility distribution lines or equipment for existing buildings, or for new or proposed buildings to be used for manufacturing and industrial operations.

-The company intends to create 96 new jobs and invest \$13,350,000 in the project.

-The ordinance appropriates the \$200,000 grant award for construction improvements.

-The required match is 50% (\$100,000), which is paid to the company; however, the local economic development tax incentives agreed upon by Council will serve as the city's match.

- D. Consideration of Grant Project Ordinance: NC Dept. of Commerce Grant – Nucor Steel

- Nucor Corporation, a producer of steel and related products based in Charlotte, is opening a new manufacturing facility in Davidson County, along U.S. 64. The company is the largest steel producer in the U.S.

- The company is investing \$310 million and will create 180 new jobs; paying above the county's average wage (\$99,660 in annual salaries; more than twice the county average).

- As part of the incentive agreement, the City of Thomasville must extend sewer and water to the site. The sewer extension is estimated at \$2,100,000, and the water extension is estimated at \$100,000.

- This ordinance appropriates a total of \$825,000 from the N.C. Dept. of Commerce Industrial Development Fund Utility Account for the public sewer extension to the plant. It also includes a \$275,000 contribution from Nucor to the city for the full cost of the water extension (\$100,000) and a portion of the sewer connection cost (\$175,000), as well as a \$41,250 contribution from Nucor for the administration of the grant award (5% of total award from N.C. Dept. of Commerce)

E. Consideration of Grant Project Ordinance: Golden LEAF Foundation – Nucor Steel

- The Golden LEAF Foundation is a nonprofit organization established in 1999 to receive a portion of North Carolina's funding received from the 1998 Master Settlement Agreement with cigarette manufacturers. Golden LEAF works to increase economic opportunity in North Carolina's rural and tobacco-dependent communities through leadership in grant making, collaboration, innovation, and stewardship as an independent and perpetual foundation.
- The grant award provides \$1,100,000 to the City of Thomasville for the remaining cost of the city's public sewer extension to serve Nucor.
- The term of the grant is 12 months, but Golden LEAF may extend the term of the grant.
- The ordinance also appropriates a \$55,000 contribution (5% of grant award) from Nucor for the administration of the grant.
- Release of Golden LEAF funds is contingent upon the city entering into an incentive agreement with the state that includes the performance requirements the company must achieve to receive the incentives provided by the state for the project.

F. Consideration of Amendment to Rules and Procedures Manual Giving the Mayor Authority to Amend the Mayor *Pro Tempore* of the Month

This amendment clarifies the authority of the Mayor to select and/or switch the Mayor *Pro Tempore* when a Councilmember is unable to fulfill their duties in any given month.

Council Member Thrift moved to approve the items on the Consent Agenda. Council Member Williams seconded. *Motion unanimously approved 6 – 0.*

7. Regular Agenda

A. Resolution to Dissolve the Multicultural Committee

City Attorney Whitman said the Thomasville City Council approved the formation of the Chair City Multicultural Committee on or about October 15, 2012. The purpose of the committee was to establish an annual multicultural event and hold other related activities that embrace diverse groups and promote understanding of these groups. The group should have held at least one annual community multicultural event with various arts, music, food, dance, and presented educational materials to facilitate the community's understanding of the diverse cultures of those residing within Thomasville. The members of this committee were to include PTA Presidents or designees, a representative from Parks and Recreation, and other community volunteers.

She said that over the past several years, the Multicultural Committee has deviated from the primary mission of promoting and embracing all of the community's cultures and has expressed interest in focusing on a more narrowly tailored group of cultures. She added that the Thomasville City Council recognizes the importance of the work being done by the current committee members and desire to allow the committee members to continue their work independently, so as not to be bound by the mission set forth by the Thomasville City Council.

She explained that this Resolution would "dissolve the Chair City Multicultural Committee, effective immediately, and allow the members of the committee to form their own group to promote their interests as they see appropriate."

Council Member Thrift moved to approve this Resolution to dissolve the Multicultural Committee. Council Member Sellars seconded. *Motion unanimously approved 6 – 0.*

B. Budget Message was presented by City Manager Michael Brandt. He said,

"It is my pleasure to formally present the City of Thomasville's recommended Fiscal Year 2022-2023 Budget for your review and consideration. The document serves as a resource allocation plan that meets the requirements of Section 159-11 of the North Carolina General Statutes by being balanced and prepared under the principles and rules of the Local Government Budget & Fiscal Control Act and the City's Fiscal Policy currently in effect. The proposed tax rate is \$0.62 per \$100 of assessed valuation, the same as last year.

The budget presented is balanced in the amount of \$48,444,175. It is allocated as follows:

General Fund	\$30,758,777
Water/Sewer Enterprise Fund	\$14,514,968
Winding Creek Golf Course Fund	\$989,175
Storm Water Management Fund	\$103,380
General Capital Reserve Fund	\$0
Water/Sewer Capital Reserve Fund	\$0
School Fund	\$1,918,375
Police Restitution & Forfeitures Fund	\$100,400
Beautification Fund	\$45,100
Cemetery Fund	\$14,000
Reservoir Fund	\$0
Total	\$48,444,175

Thomasville is blessed with a strong and loyal workforce that truly wants to provide its citizens with quality services. The budget, if fully implemented, provides the resources necessary for them to maintain, and even expand,



service levels our citizens have come to expect. I look forward to working with Council and staff as we serve the citizens of Thomasville.

While this budget is the proposal of the City Manager, it is neither final nor necessarily a reflection of what will be approved by the City Council. Once adopted, the budget may be amended by City Council at any regular or special meeting. The Mayor and Council will review the recommended budget and receive comments at a public hearing scheduled for Monday, June 6, 2022 at 6:00 PM in temporary council chambers located at Ball Park Community Center, 7003 Ball Park Road, Thomasville, NC 27360.

I would like to thank the City Council, Department Managers, and staff for their hard work and support while developing this budget. I especially want to thank Thomas Avant, Finance Director, and Eric Krpejs, Assistant Finance Director, for the many hours of work they have undertaken to ensure the accuracy and completeness of this budget document.

The proposed budget has been filed with the City Clerk for public viewing. In addition, a budget summary will be available on the City's website" at [www.Thomasville-NC.gov](http://www.Thomasville-NC.gov), beginning May 17, 2022.

Council Member Williams called for a public hearing regarding the proposed Budget on June 6, 2022 at 6:00 PM at 7003 Ball Park Road, Thomasville, NC. Council Member Hunt seconded. *Motion unanimously approved 6 – 0.*

#### C. Consideration of Ordinance to Enact Chapter 70, Article VI: Social District

City Attorney Whitman explained that the State of North Carolina has passed legislation allowing municipalities to have Social Districts. This ordinance would bring Thomasville's local laws into compliance with State Laws. This would allow for a social district only within the area indicated on the map which is attached to the ordinance, which is basically on Main Street from Trade Street to Commerce Street and Craver Street to Fisher Ferry.

She said, "The Social District would not allow for the consumption of alcoholic beverages up and down the street." All this would do is to allow any restaurant within the Social District that has sidewalk seating to permit their customers to dine and have alcoholic beverages at their location, if they have obtained the appropriate signage, cups, insurance and permitting as required by State law.

Council Member Shepherd stated that she did not think it would reflect well on the City of Thomasville to have a Social District, because families with small children walk up and down the streets, and they would see the people drinking alcohol.

Council Member Hunt moved to approve this Ordinance. Council Member Williams seconded. *Motion approved 5 – 1 with Council Member Shepherd voting against it.*

D. Consideration of Ordinance to Enact Chapter 70, Article VII: Sidewalk Dining

City Attorney Whitman explained that there are some businesses in Thomasville that are already offering seating on City sidewalks. Since the State has enacted new legislation regarding sidewalk dining, however, Thomasville needs this ordinance to be in compliance with State law, and restaurants will have to apply and comply with the State requirements to be able to have sidewalk dining.

Council Member Hunt moved to approve this Ordinance. Council Member Thrift seconded. *Motion unanimously approved 6 – 0.*

E. Consideration of Budget Amendment for the General Fund; Water/Sewer Utility Fund; School Fund; and Golf Fund

Assistant City Manager Eddie Bowling

Council Member Thrift moved to approve this Budget Amendment. Council Member Williams seconded. *Motion unanimously approved 6 – 0.*

F. Consideration of Express Cab Taxi Franchise

City Manager Brandt advised that State law requires an annual franchise be issued for taxi companies. Express Cab has met all requirements for vehicle inspections, and there are no known complaints against the company.

Council Member Hunt moved to approve this Franchise. Council Member Sellars seconded. *Motion unanimously approved 6 – 0.*

This matter must be voted on again next month, pursuant to State Statutes.

8. Committee Reports and Appointments, Mayor's Report and Appointments, City Manager's Report, City Attorney's Report

On behalf of the Personnel/Finance Committee, Council Member Thrift moved to appoint Scott Styers to the Recreation Committee to fill Stacey Kinley's seat. Council Member Hunt seconded. *Motion unanimously approved 6 – 0.* No further action was taken.

9. Closed Session – Attorney/Client. Council Member Thrift moved to go into closed session for an attorney client matter. Council Member Hunt seconded. *Motion unanimously approved 6 – 0.* No action was taken in closed session.

10. Additional Items – Assistant City Manager Eddie Bowling advised everyone to text "TVILLEEVENTS" to 888777 if they would like to be texted local event information.

11. Adjournment – Council Member Sellars moved to adjourn. Council Member Shepherd seconded. *Motion unanimously approved 6 – 0.*

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Raleigh York, Jr., Mayor

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Wendy S. Martin, City Clerk



## MINUTES

**Special Called Thomasville City Council Meeting  
Friday, May 27, 2022, 4:30 PM  
Ball Park Road Community Center  
7003 Ball Park Road  
Thomasville, NC 27360**

Present: Elected Officials: Mayor Raleigh York, Jr.; Mayor Pro Tem Lisa Shell; and Council Members Doug Hunt, Jeannette Shepherd, and Hunter Thrift; and

Staff: City Manager Michael Brandt; Assistant City Manager Eddie Bowling; Finance Director Thomas Avant

1. **Call to Order** – Mayor Raleigh York, Jr. called the meeting to order.
2. **Discussion of Thomasville Rescue Squad**

Mayor York explained that this meeting was called to discuss the Outside Agency funds for the Rescue Squad.

He said Council had agreed at Committees to release the funds from the current budget (which was approved last June), if the Rescue Squad got their 2020 audit to Finance Director Thomas Avant by the end of May.

Based on that discussion, Mayor York told the Rescue Squad that they had until May 31<sup>st</sup> to get their audit turned in. They turned in their audit on time, but some Council members were still questioning releasing those funds due to other circumstances. This upset Mayor York because he felt that his credibility would be tarnished.

Council Member Hunt said he hesitated to give them the money because of the situation they're in. He said, "They're in bad, bad shape. What is \$25,000 going to do for them? How is it going to help? They're so far in debt and with so little daylight at the end of the tunnel. I don't see how they're going to come out. If we gave them the money, how would that help them?"

Mayor York said that money would keep them afloat, in combination with the County's funds.

City Manager Brandt did confirm that they would be receiving \$22,000 from the County, as well as a \$60,000 grant for specific equipment from the State. He added that as of Wednesday, they only had one certified volunteer. They need 7 more to be allowed to start answering calls again.

Council Member Shepherd asked if they were doing anything to raise additional funding.

Mayor York said they:

- provide the candles at Christmas at Holly Hill (\$7,000-\$8,000 a year);
- do "Field the Boot" at Holly Hill;
- standby for emergencies at high school football games;
- get some donations; and
- have other various small fundraisers.

Council Member Thrift said he hates that they're in the situation that they're in, because they have had a successful career in Thomasville. But he said he's going to fight against funding the Rescue Squad in June, even if it means the City has to spend more on its own Fire Department. He said in 2019, the City Council saw this coming, so they got the Thomasville Fire Department ready.

Former Fire Chief, current Assistant City Manager Eddie Bowling confirmed that they could handle the calls.

Council Member Thrift asked, "Why are we paying for a service we can supply ourselves? I don't know if that's being good stewards of our tax money."

Council Member Hunt asked if they have any more members than they did. Mayor York said they have gotten 2 – 3, but they need more.

Council Member Thrift said people live in Thomasville and they pay taxes for these services. They don't want to rely on a company that may or may not answer emergency calls.

Council Member Shepherd agreed. She said, "I don't see them getting better. I don't see the \$25,000 getting them where they need to be. It's questionable right now, where they are, that they'd be able to have a service accountable for calls by themselves."

Mayor York said Council decided at committees that the money would be released if they got the audit. They got the audit, so they should release the money. He said they never brought up these other questions back then.

Council Member Hunt said he didn't know what bad shape they were in until he saw the audit.

Council Member Thrift thought Council just agreed to discuss the funding in June after receiving the audit.

City Manager Brandt said staff understood from the meeting that if the audit came in May, Council would release the funds. If it came in June, we would bring it to Committees to discuss it.

Mayor York said it would be proper to discuss future monies in June. The current meeting is about the money that was authorized last June. He agreed that it was unfortunate that it took them a whole year to get their audit submitted. He said, "They've been having issues."

Council Member Hunt said, "Moving forward, discounting this one, I'm like Hunter. If they're in this bad a shape, I don't see that we're doing a good job for the tax payers by funding this."

Mayor Pro Tem Shell said that Council should pay them for the current year, since they said they would if they got their 2020 audit in by the end of May.

Council Member Thrift said the citizens elected him to do the best for the city, so if new information is provided, he has the right to change his mind to do what is in the best interest of the city.

Council Member Hunt moved that Council release the money to the Rescue Squad, since they did what the Mayor told them Council wanted. Mayor Pro Tem Shell seconded. Council Member Thrift said he would vote for this out of respect for Mayor York. *Motion unanimously approved 4 – 0.*

3. **Adjournment** - Council Member Thrift made a motion to adjourn; Council Member Shepherd seconded. *Motion unanimously approved 4 – 0.*

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Raleigh York, Jr., Mayor

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Wendy S. Martin, City Clerk





May 24, 2022

**Michael Brandt**  
*City Manager*  
 10 Salem Street  
 Thomasville, NC 27360

**HOME SOLUTIONS**  
 OF DAVIDSON COUNTY, NC  
*HUD Certified Housing Counseling Agency*

Dear Michael,

Home Solutions of Davidson County (HSDC) is submitting a proposal to assist the City of Thomasville in providing a housing counseling program that is in compliance with the US Department of Housing and Urban Development Certified Housing Counseling guidelines.

**PURPOSE:** This partnership would allow The City to provide additional services to its citizens in the areas of affordable housing, housing counseling, foreclosure mitigation and urgent housing repairs for elderly and/or disabled homeowners, veterans and single parent households. The Project will be under the designation of the Thomasville Housing Program. Home Solutions will continue to provide services as a contract agent.

**OBJECTIVE:** Home Solutions will provide Housing Counseling and Home Repairs on behalf of The City of Thomasville in accordance with Housing Counseling Services defined by the US Department of Housing and Urban Development. There are three strategic goals defining the housing counseling programs: (1) to improve the quality of renter and homeowner education, (2) to develop a reliable stream of funding and resources for counseling agencies, and (3) to enhance coordination among local housing providers. HUD intends that these strategies together will create a new expectation among mortgage lenders and insurers, homebuilders, real estate brokers, nonprofit organizations, and government agencies: to make counseling an integral part of services for potential renters and homebuyers.

**SCOPE OF SERVICES**

1. Marketing & Advertising of Affordable Housing Options will be provided by the Executive Director and staff.  
 A membership in the Thomasville Chamber of Commerce will be maintained to market awareness of the Thomasville Housing Program.  
 HSDC will participate in Thomasville Fairs and Festivals, including Everybody's Day, as available.
2. Housing Counseling Services will be provided by a HUD Certified Housing Counselor
  - A. One-On-One Housing Counseling
  - B. Development of action plan for clients
  - C. Foreclosure prevention
  - D. Referrals to local housing programs
  - E. Loss Mitigation
  - F. Fair Housing Education
  - G. Budget/Credit Counseling
  - H. Financial/Homebuyer education workshops
  - I. Scam and Fraud Prevention
  - J. Financial Hardship Relief Program (while funding is available)
  - K. Down Payment Assistance through the North Carolina Housing Finance Agency's CPLP program
  - L. Credit reports will be obtained for clients seeking counseling services at no charge to the resident

3. Home Repairs will be offered to residents of the City of Thomasville through the following services:
  - A. Intakes will be provided to determine eligibility according to grant guidelines
  - B. North Carolina Housing Finance Agency Urgent Repair Program
  - C. Group WorkCamps biennially
  - D. United Way Repair Program
  
4. Office Hours/Staffing
  - A. City of Thomasville residents can be seen in the Lexington office 5 days a week upon appointment with the HUD Certified Housing Counselor
  - B. Intakes for Thomasville residents are taken daily in the Lexington office by HSDC staff
  - C. HSDC staff will be available by phone Monday- Friday, 9:00 – 5:00
  - D. HSDC is pursuing funding in order to provide one-on-one services at a Thomasville location in the future.
  
5. Financial Fitness Club
 

City of Thomasville residents can be qualified for the Financial Fitness Club. Clients must attend 10 sessions (Sessions are currently held virtually) and have the capability of saving money towards debt repayment or down payment assistance for a Thomasville Habitat for Humanity home. The program offers matching funds up to \$500.00 for each participant who graduates from the program

#### THE CITY OF THOMASVILLE'S RESPONSIBILITIES

To help achieve a smooth and successful implementation, it will be your responsibility to:

1. The City will provide furnished ADA accessible office space at no cost (to include computer, telephone, client management software and locking file cabinet)

The City will contract this service for a total of \$32,000 and the payments will be \$2666.67 monthly. This contract will remain valid for 3 years, ending June 30, 2025 and will increase by \$1000.00 during the second and third year. The contract can be canceled by either party with a 30-day written notice.

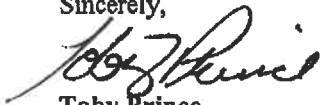
#### TERM

July 1, 2022 - June 30, 2023 Amount \$32,000

July 1, 2023 - June 30, 2024 Amount \$33,000

July 1, 2024 - June 30, 2025 Amount \$34,000

Sincerely,



**Toby Prince**

**Home Solutions of Davidson County, NC**

*Executive Director*

#### RESPONSE

[This letter correctly sets forth the understanding ]

*Accepted by:*

*Title:*

*Date:*

# Budget Amendment

**To:** City Manager  
**From:** Finance Director  
**Date:** 6/15/2022  
**Re:** 2021-2022 End-of-Year Budget Amendment

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City Council needs to amend the budget line items listed below to recognize revenues which have exceeded original estimates and account appropriations which may exceed original budget estimates before June 30, 2022.

## GENERAL FUND

### INCREASE REVENUE

010-0000-383-0100	Refunds – Insurance Proceeds	\$ 21,711.00
010-0000-310-0100	Local Sales Tax	\$113,300.00
Total		\$135,011.00

### DECREASE APPROPRIATION

010-9010-505-5800	Unallocated - Contingency	\$ 50,850.00
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INCREASE APPROPRIATION

010-4410-511-0201	Salaries – Full-time	\$ 22,900.00
010-4411-512-4501	Contracted Services/Professional	\$ 10,000.00
010-4610-511-0201	Salaries – Full-time	\$ 6,900.00
010-4210-511-0201	Salaries – Full-time	\$ 8,500.00
010-4110-512-5600	Payment to Other Agency – Tourism	\$ 65,000.00
010-5110-522-1504	Maintenance & Repairs – Vehicles	\$ 21,711.00
010-4210-511-0201	Salaries – Full-time	\$ 900.00
010-4410-511-0201	Salaries – Full-time	\$ 1,800.00
010-4610-511-0201	Salaries – Full-time	\$ 900.00
010-4710-511-0201	Salaries – Full-time	\$ 600.00
010-4910-521-0201	Salaries – Full-time	\$ 300.00
010-5020-511-0201	Salaries – Full-time	\$ 300.00
010-5110-521-0201	Salaries – Full-time	\$ 1,650.00
010-5310-521-0201	Salaries – Full-time	\$ 17,700.00
010-5410-521-0201	Salaries – Full-time	\$ 1,800.00
010-5510-531-0201	Salaries – Full-time	\$ 600.00
010-5620-531-0201	Salaries – Full-time	\$ 600.00
010-5630-531-0201	Salaries – Full-time	\$ 6,600.00
010-5640-531-0201	Salaries – Full-time	\$ 300.00
010-5660-531-0201	Salaries – Full-time	\$ 9,300.00
010-5670-531-0201	Salaries – Full-time	\$ 1,500.00
010-6210-551-0201	Salaries – Full-time	\$ 600.00
010-6280-551-0201	Salaries – Full-time	\$ 4,350.00
010-6290-551-0201	Salaries – Full-time	\$ 1,050.00
Total		\$185,861.00

**GOLF COURSE FUND**INCREASE REVENUE

031-0000-341-0401	Green Fees	\$ 17,600.00
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DECREASE APPROPRIATION

031-9010-505-5800	Unallocated - Contingency	\$ 4,500.00
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INCREASE APPROPRIATION

031-6221-551-0203	Salaries / Part Time	\$ 5,000.00
031-6221-552-1501	Maintenance & Repairs/Buildings	\$ 7,000.00
031-6221-552-1200	Postage	\$ 100.00
031-6221-552-6700	Administrative Fees	\$ 2,000.00
031-6221-552-1301	Utilities/Electricity	\$ 1,500.00
031-6291-552-3100	Fuel	\$ 2,000.00
031-6221-551-0201	Salaries – Full-time	\$ 2,400.00
031-6291-551-0201	Salaries – Full-time	\$ 2,100.00
Total		\$ 22,100.00

**WATER/SEWER ENTERPRISE FUND**DECREASE APPROPRIATION

030-9010-505-5800	Unallocated - Contingency	\$ 12,450.00
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INCREASE APPROPRIATION

030-7010-571-0201	Salaries – Full-time	\$ 300.00
030-7015-571-0201	Salaries – Full-time	\$ 1,800.00
030-7095-571-0201	Salaries – Full-time	\$ 1,200.00
030-7096-571-0201	Salaries – Full-time	\$ 4,200.00
030-7097-571-0201	Salaries – Full-time	\$ 1,500.00
030-7098-571-0201	Salaries – Full-time	\$ 3,450.00
Total		\$ 12,450.00

CITY OF THOMASVILLE  
Grant Project Ordinance

BE IT ORDAINED by the Thomasville City Council that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following Grant Project is hereby adopted:

Section 1. The project authorized is the American Rescue Plan Act (ARPA) – Coronavirus Local Fiscal Recovery Funds (CLFRF) Grant Project described in the work statement contained in the grant agreement between this unit and the U.S. Department of the Treasury.

Section 2. The officers of this unit are hereby directed to proceed with the Grant Project within the terms, rules and regulations of the funding agreement, and the budget contained herein.

Section 3. The following revenues are anticipated to be available to complete this project:

045-0000-322-0605	Federal Grants/ARPA	\$2,262,379.00
045-0000-322-0605	Federal Grants/ARPA	\$1,111,500.00
045-0000-322-0605	Federal Grants/ARPA (Unassigned)	\$5,119,089.00
Total		\$8,492,968.00

Section 4. The following amounts are appropriated for this project:

045-9010-505-6100	Transfer to General Fund	\$ 2,015,676.00
045-7010-573-6030	Transfer to Water & Sewer Fund	\$ 166,124.00
045-6221-503-6031	Transfer to Golf Course Fund	\$ 80,579.00
045-7097-573-6061	Transfer to W/S Capital Proj. Fund	\$ 325,000.00
045-7098-573-6061	Transfer to W/S Capital Proj. Fund	\$ 786,500.00
045-4210-512-4501	Contractual Services (Unassigned)	\$ 5,119,089.00
Total		\$8,492,968.00

Section 5. The Finance Officer is hereby directed to maintain within the Grant Project Fund sufficient specific detailed accounting records to provide the accounting to the grantor agency required by the grant agreement(s) and federal and state regulations.

Section 6. Requests for funds should be made in an orderly and timely manner as funds are obligated and expenses incurred.



Section 7. The Finance Officer is directed to report timely on the financial status of each project element in Section 4 and on the total revenues received or claimed.

Section 8. The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this Grant Project in every budget submission made to this Council.

Section 9. Copies of this Grant Project Ordinance shall be made available to the Budget Officer and the Finance Officer for direction in carrying out this project.

ADOPTED this 20<sup>th</sup> day of June, 2022

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Mayor

ATTEST:

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City Clerk

# Budget Amendment

**To:** City Manager  
**From:** Finance Director  
**Date:** 6/3/2022  
**Re:** 2021-22 ARPA Grant Budget Amendment

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The attached ARPA grant budget amendment requires Council approval and is necessary to recognize revenue in the special revenue fund (Fund 045) and transfer appropriated funding to the proper fund. All interfund transfers must be budgeted, and the expending fund must have a budget. According to the latest guidance from the UNC School of Government and N.C. Dept. of State treasurer, ARPA grant funds must first be accounted for in a special revenue and then transferred to the expending fund. Budget authorization automatically carries forward into new budget years.

**Budget Amendments**

010-0000-380.62-00	Transfer from ARPA	\$ 2,015,676	Increase Revenue
010-4210-511.02-01	Salaries	\$ 11,550	Increase Appropriation
010-4210-511.04-01	Taxes - FICA	\$ 670	Increase Appropriation
010-4210-511.04-02	Taxes - Medicare	\$ 157	Increase Appropriation
010-4210-511.06-01	NC Retirement	\$ 1,235	Increase Appropriation
		<u>\$ 13,612</u>	
010-4410-511.02-01	Salaries	\$ 14,350	Increase Appropriation
010-4410-511.04-01	Taxes - FICA	\$ 813	Increase Appropriation
010-4410-511.04-02	Taxes - Medicare	\$ 190	Increase Appropriation
010-4410-511.06-01	NC Retirement	\$ 1,498	Increase Appropriation
		<u>\$ 16,851</u>	
010-4610-511.02-01	Salaries	\$ 7,350	Increase Appropriation
010-4610-511.04-01	Taxes - FICA	\$ 410	Increase Appropriation
010-4610-511.04-02	Taxes - Medicare	\$ 96	Increase Appropriation
010-4610-511.06-01	NC Retirement	\$ 755	Increase Appropriation
		<u>\$ 8,611</u>	
010-4710-511.02-01	Salaries	\$ 5,400	Increase Appropriation
010-4710-511.04-01	Taxes - FICA	\$ 335	Increase Appropriation
010-4210-511.04-02	Taxes - Medicare	\$ 79	Increase Appropriation
010-4710-511.06-01	NC Retirement	\$ 618	Increase Appropriation
		<u>\$ 6,432</u>	
010-4910-511.02-01	Salaries	\$ 2,450	Increase Appropriation
010-4910-511.04-01	Taxes - FICA	\$ 137	Increase Appropriation
010-4910-511.04-02	Taxes - Medicare	\$ 32	Increase Appropriation
010-4910-511.06-01	NC Retirement	\$ 252	Increase Appropriation
		<u>\$ 2,871</u>	
010-5020-511.02-01	Salaries	\$ 3,450	Increase Appropriation
010-5020-511.04-01	Taxes - FICA	\$ 199	Increase Appropriation
010-5020-511.04-02	Taxes - Medicare	\$ 47	Increase Appropriation
010-5020-511.06-01	NC Retirement	\$ 366	Increase Appropriation
		<u>\$ 4,062</u>	
010-5110-511.02-01	Salaries	\$ 220,424	Increase Appropriation
010-5110-511.04-01	Taxes - FICA	\$ 13,219	Increase Appropriation
010-5110-511.04-02	Taxes - Medicare	\$ 3,092	Increase Appropriation
010-5110-511.06-01	NC Retirement	\$ 25,506	Increase Appropriation
		<u>\$ 262,241</u>	
010-5110-521.06-02	Deferred Compensation	\$ 9,833	Increase Appropriation
		<u>\$ 272,074</u>	

010-5110-524.74-00	Capital Outlay/Equipment	\$ 218,492	Increase Appropriation
		<u>\$ 490,566</u>	
010-5310-511.02-01	Salaries	\$ 181,750	Increase Appropriation
010-5310-511.04-01	Taxes - FICA	\$ 10,819	Increase Appropriation
010-5310-511.04-02	Taxes - Medicare	\$ 2,531	Increase Appropriation
010-5310-511.06-01	NC Retirement	\$ 19,746	Increase Appropriation
		<u>\$ 214,846</u>	
010-5410-511.02-01	Salaries	\$ 11,650	Increase Appropriation
010-5410-511.04-01	Taxes - FICA	\$ 676	Increase Appropriation
010-5410-511.04-02	Taxes - Medicare	\$ 159	Increase Appropriation
010-5410-511.06-01	NC Retirement	\$ 1,246	Increase Appropriation
		<u>\$ 13,731</u>	
010-5510-511.02-01	Salaries	\$ 5,900	Increase Appropriation
010-5510-511.04-01	Taxes - FICA	\$ 335	Increase Appropriation
010-5510-511.04-02	Taxes - Medicare	\$ 79	Increase Appropriation
010-5510-511.06-01	NC Retirement	\$ 618	Increase Appropriation
		<u>\$ 6,932</u>	
010-5620-511.02-01	Salaries	\$ 5,900	Increase Appropriation
010-5620-511.04-01	Taxes - FICA	\$ 335	Increase Appropriation
010-5620-511.04-02	Taxes - Medicare	\$ 79	Increase Appropriation
010-5620-511.06-01	NC Retirement	\$ 618	Increase Appropriation
		<u>\$ 6,932</u>	
010-5630-511.02-01	Salaries	\$ 66,100	Increase Appropriation
010-5630-511.04-01	Taxes - FICA	\$ 3,975	Increase Appropriation
010-4210-511.04-02	Taxes - Medicare	\$ 930	Increase Appropriation
010-5630-511.06-01	NC Retirement	\$ 7,327	Increase Appropriation
		<u>\$ 78,332</u>	
010-5640-511.02-01	Salaries	\$ 1,600	Increase Appropriation
010-5640-511.04-01	Taxes - FICA	\$ 69	Increase Appropriation
010-5640-511.04-02	Taxes - Medicare	\$ 16	Increase Appropriation
010-5640-511.06-01	NC Retirement	\$ 126	Increase Appropriation
		<u>\$ 1,811</u>	
010-5660-511.02-01	Salaries	\$ 114,400	Increase Appropriation
010-5660-511.04-01	Taxes - FICA	\$ 6,845	Increase Appropriation
010-5660-511.04-02	Taxes - Medicare	\$ 1,601	Increase Appropriation
010-5660-511.06-01	NC Retirement	\$ 12,619	Increase Appropriation
		<u>\$ 135,465</u>	

010-5670-511.02-01	Salaries	\$ 14,650	Increase Appropriation
010-5670-511.04-01	Taxes - FICA	\$ 847	Increase Appropriation
010-5670-511.04-02	Taxes - Medicare	\$ 198	Increase Appropriation
010-5670-511.06-01	NC Retirement	\$ 1,561	Increase Appropriation
		<u>\$ 17,256</u>	
010-6210-511.02-01	Salaries	\$ 5,900	Increase Appropriation
010-6210-511.04-01	Taxes - FICA	\$ 335	Increase Appropriation
010-6210-511.04-02	Taxes - Medicare	\$ 79	Increase Appropriation
010-6210-511.06-01	NC Retirement	\$ 618	Increase Appropriation
		<u>\$ 6,932</u>	
010-6210-552.45-01	Contracted Services	\$ 50,000	Increase Appropriation
		<u>\$ 56,932</u>	
010-6280-511.02-01	Salaries	\$ 13,200	Increase Appropriation
010-6280-511.04-01	Taxes - FICA	\$ 648	Increase Appropriation
010-6280-511.04-02	Taxes - Medicare	\$ 152	Increase Appropriation
010-6280-511.06-01	NC Retirement	\$ 829	Increase Appropriation
		<u>\$ 14,829</u>	
010-6290-511.02-01	Salaries	\$ 11,000	Increase Appropriation
010-6290-511.04-01	Taxes - FICA	\$ 651	Increase Appropriation
010-6290-511.04-02	Taxes - Medicare	\$ 153	Increase Appropriation
010-6290-511.06-01	NC Retirement	\$ 1,201	Increase Appropriation
		<u>\$ 13,005</u>	
010-6290-554.73-00	Capital/Other Improvements	\$ 301,547	Increase Appropriation
		<u>\$ 314,552</u>	
010-4210-511.02-01	Salaries	\$ 291,903	Increase Appropriation
010-4210-511.04-01	Taxes - FICA	\$ 18,098	Increase Appropriation
010-4210-511.04-02	Taxes - Medicare	\$ 4,233	Increase Appropriation
010-4210-511.05-01	Group Health Insurance	\$ 43,612	Increase Appropriation
010-4210-511.05-02	Life Insurance	\$ 387	Increase Appropriation
010-4210-511.06-01	NC Retirement	\$ 40,835	Increase Appropriation
		<u>\$ 399,068</u>	
010-4210-511.02-01	Salaries	\$ 157,211	Increase Appropriation
010-4210-511.04-01	Taxes - FICA	\$ 9,904	Increase Appropriation
010-4210-511.04-02	Taxes - Medicare	\$ 2,358	Increase Appropriation
010-4210-511.05-01	Group Health Insurance	\$ 21,906	Increase Appropriation
010-4210-511.05-02	Life Insurance	\$ 241	Increase Appropriation
010-4210-511.06-01	NC Retirement	\$ 20,365	Increase Appropriation
		<u>\$ 211,985</u>	
010-4210-512.450-01	Contractual Services	\$ 5,119,089	Increase Appropriation
Unassigned amount			



**Budget Amendments**

030-0000-380.62-00	Transfer from ARPA	\$	166,124	Increase Revenue
030-7010-571.02-01	Salaries	\$	2,450	Increase Appropriation
030-7010-571.04-01	Taxes - FICA	\$	137	Increase Appropriation
030-7010-571.04-02	Taxes - Medicare	\$	32	Increase Appropriation
030-7010-571.06-01	NC Retirement	\$	252	Increase Appropriation
		\$	2,871	
030-7015-571.02-01	Salaries	\$	16,750	Increase Appropriation
030-7015-571.04-01	Taxes - FICA	\$	992	Increase Appropriation
030-7015-571.04-02	Taxes - Medicare	\$	232	Increase Appropriation
030-7015-571.06-01	NC Retirement	\$	1,829	Increase Appropriation
		\$	19,803	
030-7095-571.02-01	Salaries	\$	13,100	Increase Appropriation
030-7095-571.04-01	Taxes - FICA	\$	813	Increase Appropriation
030-7095-571.04-02	Taxes - Medicare	\$	190	Increase Appropriation
030-7095-571.06-01	NC Retirement	\$	1,498	Increase Appropriation
		\$	15,601	
030-7096-571.02-01	Salaries	\$	46,494	Increase Appropriation
030-7096-571.04-01	Taxes - FICA	\$	2,852	Increase Appropriation
030-7096-571.04-02	Taxes - Medicare	\$	667	Increase Appropriation
030-7096-571.06-01	NC Retirement	\$	5,258	Increase Appropriation
		\$	55,271	
030-7097-571.02-01	Salaries	\$	21,900	Increase Appropriation
030-7097-571.04-01	Taxes - FICA	\$	1,327	Increase Appropriation
030-7097-571.04-02	Taxes - Medicare	\$	311	Increase Appropriation
030-7097-571.06-01	NC Retirement	\$	2,447	Increase Appropriation
		\$	25,985	
030-7098-571.02-01	Salaries	\$	39,600	Increase Appropriation
030-7098-571.04-01	Taxes - FICA	\$	2,332	Increase Appropriation
030-7098-571.04-02	Taxes - Medicare	\$	546	Increase Appropriation
030-7098-571.06-01	NC Retirement	\$	4,115	Increase Appropriation
		\$	46,593	

**Budget Amendments**

031-0000-380.62-00	Transfer from ARPA	\$	80,579	Increase Revenue
031-6221-551.02-01	Salaries	\$	16,348	Increase Appropriation
031-6221-551.04-01	Taxes - FICA	\$	906	Increase Appropriation
031-6221-551.04-02	Taxes - Medicare	\$	212	Increase Appropriation
031-6221-551.06-01	NC Retirement	\$	252	Increase Appropriation
		\$	17,718	
031-6291-551.02-01	Salaries	\$	10,700	Increase Appropriation
031-6291-551.04-01	Taxes - FICA	\$	602	Increase Appropriation
031-6291-551.04-02	Taxes - Medicare	\$	141	Increase Appropriation
031-6291-551.06-01	NC Retirement	\$	1,109	Increase Appropriation
		\$	12,552	
031-6291-552.15-03	Maintenance & Repairs	\$	50,309	Increase Appropriation

Utility Capital Project Fund

<b><u>Budget Amendments</u></b>			
061-7097-380.30-00	Transfers / From Combined Enterprise	\$ 325,000	Increase Revenue
061-7098-380.30-00	Transfers / From Combined Enterprise	\$ 786,500	Increase Revenue
061-7097-574.74-00	Capital Outlay / Equipment	\$ 325,000	Increase Appropriation
061-7098-572.45-04	Contracted Services / Engineering	\$ 425,000	Increase Appropriation
061-7098-572.45-04	Contracted Services / Engineering	\$ 225,000	Increase Appropriation
061-7098-574.73-00	Capital Outlay / Other Improvements	\$ 130,000	Increase Appropriation
061-7098-572.58-00	Contingency Water/Sewer Project Fund	\$ 6,500	Increase Appropriation
		<u>\$ 1,111,500</u>	

# North Carolina Alcohol Beverage Control Board

## Thomasville ABC Board Policy and Procedure Manual

### Travel and Transportation Expenses

The Thomasville ABC Board will reimburse employees for out-of-town travel expenses and transportation expenses incurred while on assignments away from the normal work location. All travel costs will be paid directly to the individual incurring the expense.

This policy is intended to address out-of-pocket expenses for employees on official ABC business. It is not intended to replace travel allowances given to employees as a condition of employment who are required to provide a vehicle in their work.

It is the Thomasville ABC Board Member(s) responsibility to determine if travel is necessary and reasonable and to set standards for approval. It is always the responsibility of the Thomasville ABC Board or designee to insure that a sufficient unexpended appropriation remains to cover all travel expenses.

Transportation expenses that are ordinary and necessary while conducting official ABC business for the Thomasville ABC Board are eligible. Eligible transportation expenses include the cost of travel by air, rail, bus, taxi, and personal auto. All transportation by commercial carrier must be less than first class unless such rates are not available and no other travel options are available. The General Manager is responsible for making all airline and hotel reservations.

Reimbursement for use of an employee's personal auto is allowable at the prevailing rate allowed by the Internal Revenue Service for business mileage. Generally, reimbursement for the use of an employee's private auto is limited to travel incurred in the general area or within the state. Request for reimbursement should be made on the appropriate forms.

Occasionally, either for personal preference or for the benefit of the Thomasville ABC Board, an employee may take his personal auto for Out-of-State travel when transportation by other means would be more economical. In those cases reimbursement will be limited to the mileage rate or an equivalent airfare whichever is less.

Other transportation expenses that are allowable are:

- 1) Taxi fares or other costs of transportation between the airport or station and employee's hotel or from one place of business to another. Taxi fares are also allowable between the hotel and temporary work assignment.
- 2) Baggage charges.
- 3) Tips that are incidental to any of the above transportation expenses, not to exceed 10 percent of the fare.

Expenses for lodging and other expenses incurred while traveling away from home and related to official duties, are eligible for reimbursement if, reasonable and supported by receipts. Travel items eligible for reimbursement are as follow:

- 1) Meals severed, as part of a meeting, convention or conference will be reimbursed at actual cost.

# North Carolina Alcohol Beverage Control Board

## Thomasville ABC Board Policy and Procedure Manual

### Travel and Transportation Expenses

- 2) Actual cost of lodging at the single room rate if supported by receipts.
- 3) Employees are required to obtain NC Association rates whenever possible.
- 4) Telephone expenses that are related to official business.

Employees on business travel may be accompanied by a family member or friend, when the presence of a companion will not interfere with successful completion of business objectives. The family member or friend's travel expenses are not reimbursable, including meals. Generally, employees are also permitted to combine personal travel with business travel, as long as time away from work is approved. Additional expenses arising from such non-business travel are the responsibility of the employee.

Subsistence reimbursement rates are as follows:

	<u>In-State / Out-of-State</u>
Breakfast	\$8.00
Lunch	\$12.00
Dinner	\$20.00
Per Diem	\$40.00

Receipts for meals are required; however, the above rates are maximum per diem. If travel requires a portion of a day, the maximum reimbursed will be per meal or a total of the two appropriate meals. Exceptions will be made for meals in conjunction with a conference. Costs for alcoholic beverages are not reimbursable.

All employees authorized to travel should keep all receipts of actual expenditures, from which they can prepare an official expenditure report. Receipts for meals, lodging, transportation, other than auto, tolls, parking fees, registration fees, etc. must accompany an expenditure report. When travel is completed, employees should submit completed travel expense reports within 30 days.

Claims for mileage reimbursement should indicate the point of departure and destination and shall be computed in a manner that is most reasonable and favorable to the Thomasville ABC Board. The business purpose of each trip for which reimbursement is claimed must be clearly stated. The Expenditure Reports must be approved by the General Manager or the Thomasville ABC Board Member(s). Travel to and from work is not eligible for reimbursement.

If a travel advance is necessary to conduct official ABC business, the request for the General Manager or Thomasville ABC Board member(s) must approve such advance no later than five working days prior to the time travel is anticipated. Travel advances may not exceed the estimated cost of travel and must be accounted for on the expenditure report.



# **North Carolina Alcohol Beverage Control Board**

## **Thomasville ABC Board Policy and Procedure Manual**

### **Travel and Transportation Expenses**

Request for lodging must be made through the General Manager. Whenever possible, the lodging will be paid directly to the hotel by the company credit card.

Any excess expenses not covered by the local boards travel policy shall only be paid with the written authorization of the appointing authority's finance officer. A copy of the written authorization for excess expenses shall be submitted to the Commission by the local board within 30 days of approval.

Employees who are involved in an accident while traveling on business must promptly report the incident to their immediate supervisor. Vehicles owned, leased or rented by the Thomasville ABC Board may not be used for personal use without prior approval.

Abuse of this business travel expenses policy, including falsifying expense reports to reflect costs not incurred by the employee, can be grounds for disciplinary action, up to and including termination of employment.

**RESOLUTION**  
**FOR CITY OF HIGH POINT TO ANNEX TERRITORY**  
**WITHIN DAVIDSON COUNTY**

**WHEREAS**, Carolina Site Acquisitions LLC has applied to Davidson County for the County to approve annexation by the City of High Point of approximately 133 acres of land currently owned by Coggin Real Estate, LLC and by Maxie R. Kennedy Jr; and

**WHEREAS**, a 6.97 acre portion of this property being particularly identified as being in Thomasville Township, Tax Map 312, Lot 72B, as more particularly shown on the GIS map attached hereto as "Exhibit A" and incorporated herein by reference, is located in an area that could be subject to annexation by the City of Thomasville in the future; and

**WHEREAS**, the application submitted by Carolina Site Acquisitions indicates the request for annexation by the City of High Point is based upon the expectation of said properties being developed industrially into a business park which requires connection to the City of High Point's sewer system; and

**WHEREAS**, pursuant to the City of High Point's Sewer Policy, the property must be annexed by the City of High Point prior to sewer being extended; and

**WHEREAS**, per the County, the proposed use of the property for industrial development is consistent with the Northeast Davidson County Development Agreement of 1992, as well as the County's current Land Development Plan; and

**WHEREAS**, at the time the request for approval for annexation was made, said properties were contiguous to boundaries of the City of High Point; and

**WHEREAS**, the current development agreement between the cities of Thomasville and High Point regarding annexation requires approval from the City of Thomasville for the City of High Point to annex this property; and

**WHEREAS**, it is the considered opinion of the City of Thomasville Planning Staff that said annexation by the City of High Point is appropriate for the area in question.

**NOW, THEREFORE, BE IT RESOLVED**, that upon the Motion of Council Member \_\_\_\_\_ and a second by Council Member \_\_\_\_\_, the foregoing Resolution was hereby adopted by the City Council by a vote of \_\_\_\_\_, this the 20<sup>th</sup> day of June, 2022.

CITY OF THOMASVILLE

By: \_\_\_\_\_  
 Raleigh York, Jr., Mayor

ATTEST

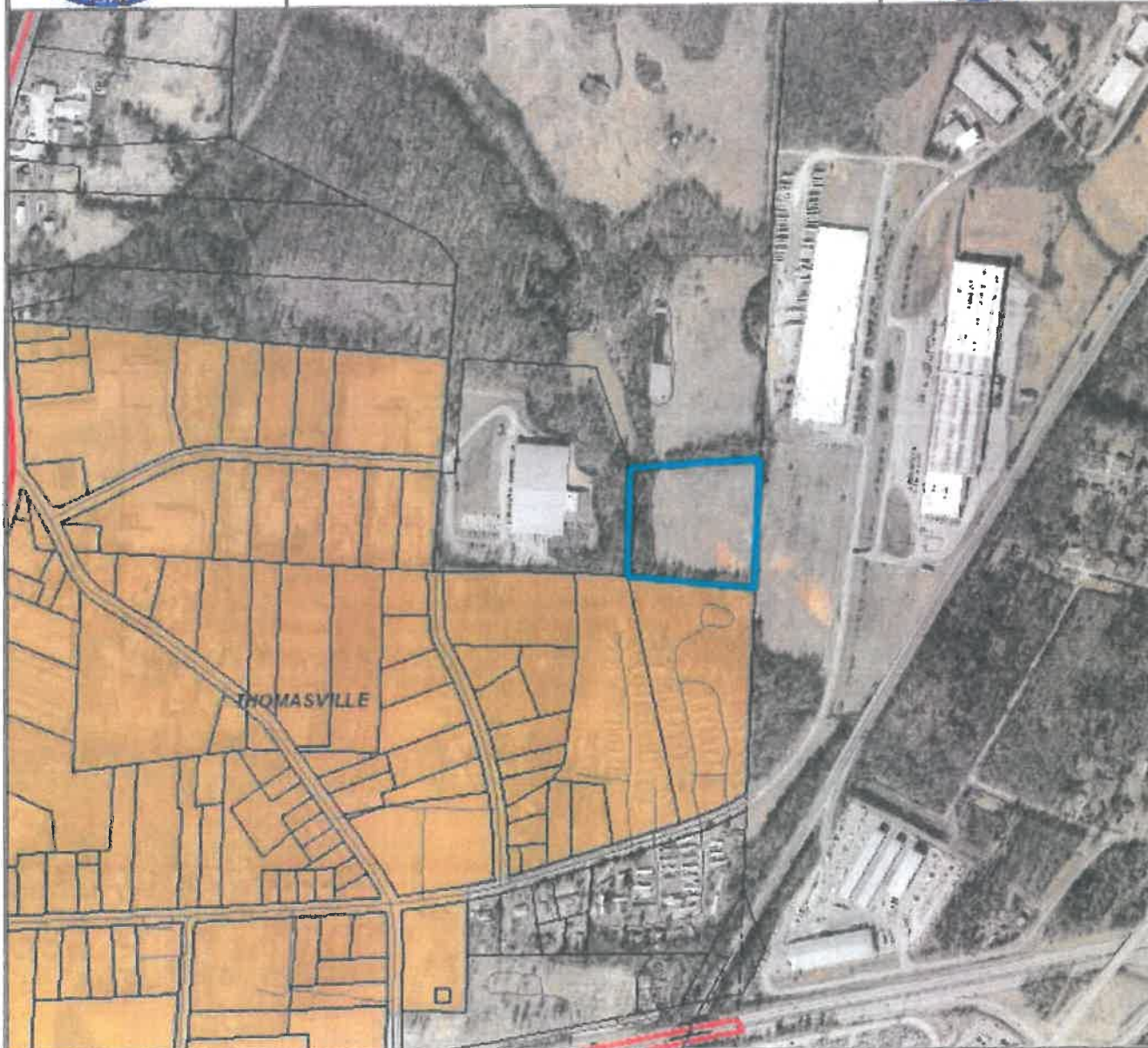
\_\_\_\_\_  
 Wendy S. Martin, City Clerk



# Davidson County GIS



037



**Parcel Number :** 1631200000072B  
**Pin Id :** 6789-04-90-6496  
**Owner :** COGGIN REAL ESTATE LLC  
230 SOUTH ROAD  
HIGH POINT NC 27262-0000  
**Property Address:** SOUTH RD  
**Township:** 16  
**Building Value:**  
**Land Value:**  
**Assessed Value:**  
**Legal Description :** PB54-20 L72B BK1899-370 SOUTH RD

**Land Units:** 6.97 AC  
**Deed Book:** 1899 Pg: 0370  
**Deed Date:** 12/30/2008  
**Account Number:** 9098325  
**Exempt Code:**  
**\$0 Other Building Value:** \$0  
**\$106,560 Market Value:** \$106,560  
**\$106,560 Deferred Value:** \$0



## BUDGET ORDINANCE FOR FISCAL YEAR 2022-2023

Be it ordained by the City Council of Thomasville, N.C.:

SECTION 1. APPROPRIATIONS. The following amounts are hereby authorized for the operations of the City Government and its activities for the Fiscal Year beginning July 1, 2022, and ending June 30, 2023 according to the following schedules:

SCHEDULE A. GENERAL FUND

010-4110	GOVERNING BODY/MAYOR & COUNCIL	995,495.00
010-4111	GOVERNING BODY/LEGAL	169,329.00
010-4114	GOVERNING BODY/ELECTIONS	0.00
010-4210	ADMINISTRATION/MANAGER & CITY CLERK	538,023.00
010-4410	FINANCE/ACCOUNTING	635,370.00
010-4411	FINANCE/TAX COLLECTION	156,000.00
010-4610	PERSONNEL/ADMINISTRATION	332,766.00
010-4710	MIS/ADMINISTRATION	578,243.00
010-4910	PLANNING/ADMINISTRATION	139,673.00
010-5020	CITY HALL/PUBLIC BUILDINGS	218,393.00
010-5110	POLICE/ADMINISTRATION	9,274,675.00
010-5310	FIRE/ADMINISTRATION	6,644,843.00
010-5410	INSPECTIONS/ADMINISTRATION	654,201.00
010-5510	ENGINEERING/ADMINISTRATION	279,224.00
010-5620	PUBLIC WORKS/BUILDING	319,903.00
010-5630	PUBLIC WORKS/STREETS	2,513,669.00
010-5640	PUBLIC WORKS/POWELL BILL	732,157.00
010-5660	PUBLIC WORKS/SOLID WASTE	3,277,867.00
010-5670	PUBLIC WORKS/FLEET SERVICES	396,711.00
010-5710	RADIO SERVICE/ADMINISTRATION	252,168.00
010-6210	RECREATION/ADMINISTRATION	206,188.00
010-6280	RECREATION/ORGANIZED PROGRAMS	481,121.00
010-6290	RECREATION/FACILITIES	1,331,756.00
010-9010	TRANSFER TO GOLF FUND	181,862.00
010-9010	GENERAL CAPITAL RESERVE	0.00
010-9010	CONTINGENCY	275,000.00
010-9010	NON-DEPARTMENTAL/ADMINISTRATION	174,140.00
TOTAL EXPENDITURES		30,758,777.00

## SCHEDULE B. GENERAL CAPITAL RESERVE FUND

020-9010	GENERALCAPTIAL RESERVE/ADMINISTRATION	0.00
	TOTAL EXPENDITURES	0.00

## SCHEDULE C. UTILITY CAPITAL RESERVE FUND

021-9010	UTILITY CAPTIAL RESERVE/ADMINISTRATION	0.00
	TOTAL EXPENDITURES	0.00

## SCHEDULE D. WATER &amp; SEWER FUND

030-7010	UTILITY/ADMINISTRATION	146,306.00
030-7015	UTILITY/BILLING & COLLECTION	744,639.00
030-7095	UTILITY/METER SERVICE	341,353.00
030-7096	UTILITY/MAINTENANCE & CONSTRUCTION	5,058,829.00
030-7097	UTILITY/WATER TREATMENT PLANT	2,140,711.00
030-7098	UTILITY/WASTE TREATMENT PLANT	5,775,040.00
030-9010	CONTINGENCY	230,000.00
030-9010	CONTRIBUTION TO CAPITAL RESERVE	0.00
030-9010	NON-DEPARTMENTAL/ADMINISTRATION	78,090.00
	TOTAL EXPENDITURES	14,514,968.00

## SCHEDULE E. GOLF COURSE FUND

031-6221	RECREATION/CLUBHOUSE	265,012.00
031-6291	RECREATION/COURSE MAINTENANCE	657,983.00
031-9010	NON-DEPARTMENTAL/ADMINISTRATION	66,180.00
	TOTAL EXPENDITURES	989,175.00

## SCHEDULE F. CITY SCHOOL SUPPLEMENT FUND

040-9010	CITY SCHOOL SUPPLEMENT/ADMINISTRATION	1,918,375.00
	TOTAL EXPENDITURES	1,918,375.00



SCHEDULE G. POLICE RESTITUTION & FORFEITURE

041-5110	POLICE/ADMINISTRATION	100,400.00
	TOTAL EXPENDITURES	100,400.00

SCHEDULE H. STORMWATER FUND

032-7110	STORMWATER MANAGEMENT ADMINISTRATION	103,380.00
	TOTAL EXPENDITURES	103,380.00

SCHEDULE I. BEAUTIFICATION FUND

042-6410	BEAUTIFICATION/ADMINISTRATION	45,100.00
	TOTAL EXPENDITURES	45,100.00

SCHEDULE J. CEMETERY FUND

043-6510	CEMETERY/ADMINISTRATION	14,000.00
	TOTAL EXPENDITURES	14,000.00

SECTION 2. REVENUES. It is estimated that the following revenues will be available during the Fiscal Year beginning on July 1, 2022 and ending on June 30, 2023, to meet the foregoing appropriations, according to the following schedules and attached rate schedules:

SCHEDULE A. GENERAL FUND

010-301.0000	PROPERTY TAX - PRIOR YEARS	450,000.00
010-302.0000	PROPERTY TAX - CURRENT YEAR	13,752,329.00
010-303.0000	TAX PENALTIES AND INTEREST	175,000.00
010-310.0100	LOCAL OPTION SALES TAX	8,170,666.00
010-310.0300	OCCUPANCY TAX	150,000.00
010-310.0400	PAYMENT IN LIEU OF TAXES	25,000.00
010-310-0500	BUSINESS REGISTRATION	17,500.00
010-310-0700	SOLID WASTE DISPOSAL TAX	20,000.00
010-310-0800	ITINERANT MERCHANT PERMIT	300.00
010-320.0100	UTILITIES FRANCHISE TAX	1,835,000.00
010-320.0400	BEER & WINE TAX	116,000.00
010-320.0600	FIREMAN'S PENSION PAYMENTS	0.00
010-322.0100	POWELL BILL STREET ALLOCATION	732,157.00
010-322.0200	POWELL BILL INTEREST	0.00
010-322.0609	FEDERAL GRANT	0.00
010-330.0100	BUILDING PERMITS	196,000.00
010-330.0200	FIRE PERMITS	3,400.00
010-331.0101	INSPECTION FEES - PLUMBING	49,000.00
010-331.0102	INSPECTION FEES - ELECTRICAL	51,000.00
010-331.0200	ZONING/SUBDIVISION	15,000.00
010-331.0000	ALARM FEES 03 / ANNEXATION FEES 04	0.00
010-331.0500	DEMOLITIONS/LOT CLEANINGS	32,000.00
010-340.0100	SALE OF ASSETS	50,000.00
010-341.0100	RESIDENTIAL DISPOSAL FEE	973,631.00
010-340.0500	MOBILE GARBAGE TOTERS	6,800.00
010-340.0600	SALE - RECYCABLES/CEMETERY SERVICE FEE	2,500.00
010-341.0201	RECREATION - CONCESSIONS	30,000.00
010-341.0202	RECREATION - PROGRAM FEES	50,000.00
010-341.0203	RECREATION - RENTALS	61,000.00
010-341.0204	RECREATION - SWIMMING	15,000.00
010-341.0300	RADIO/RENTALS	173,000.00
010-350.0000	INTEREST EARNED ON INVESTMENTS	80,000.00
010-360.0200	OFFICER/ARREST FEES	2,800.00
010-390.0000	CONTRIBUTION/DONATIONS	0.00
010-385.0100	REIMBURSEMENT - WATER & SEWER FUND	1,258,982.00
010-385.0200	REIMBURSEMENT - SCHOOL RESOURCE OFFICER	174,191.00
010-385.0300	REIMBURSEMENT - THOMASVILLE HOUSING	0.00
010-380.6000	REIMBURSEMENT - POLICE REST/FORFEITURE	0.00
010-385.3200	REIMBURSEMENT - STORMWATER MGMT. FUND	25,716.00
010-390.0000	ABC DISTRIBUTIONS	385,000.00
010-390.0300	POLICE BENEVOLENT	800.00
010-390.0900	MISCELLANEOUS/INSURANCE PROCEEDS	23,000.00
010-370.0200	INSTALLMENT FINANCING	1,461,749.00
010-399.0200	APPROPRIATED POWELL BILL	0.00
010-399.0800	APPROPRIATED RECREATION RESERVE	0.00
010-399.0100	APPROPRIATED FUND BALANCE	194,256.00
	TOTAL REVENUES	30,758,777.00

SCHEDULE B. GENERAL CAPITAL RESERVE FUND

020-380.1000	CONTRIBUTION FROM GENERAL FUND	0.00
020-390.0000	APPROPRIATED CAPITAL RESERVE	0.00
	TOTAL REVENUES	0.00

SCHEDULE C. UTILITY CAPITAL RESERVE FUND

021-380.3000	CONTRIBUTION FROM UTILITIES FUND	0.00
021-380-3001	CONTRIBUTION FROM WATER PLANT	0.00
021-390.0000	APPROPRIATED CAPITAL RESERVE	0.00
	TOTAL REVENUES	0.00

SCHEDULE D. WATER & SEWER FUND

030-332.0100	TAP & CONNECTION FEES	35,000.00
030-332.0200	RECONNECTION FEES	180,000.00
030-332.0300	PRETREATMENT CHARGES	9,000.00
030-332.0400	SURCHARGES	0.00
030-332.0500	MAINTENANCE CHARGES	18,000.00
030-340.0100	SALE OF ASSETS	20,000.00
030-343.0100	RETAIL WATER & SEWER	12,531,247.00
030-350.0000	INVESTMENT EARNINGS	60,000.00
030-370-0200	INSTALLMENT FINANCE	288,552.00
030-385-3200	REIMBURSEMENT STORMWATER FUND	0.00
030-390.0900	MISCELLANEOUS	5,000.00
030-390.0111	REIMBURSEMENT - CITY OF TRINITY	498,169.00
030-398.0100	APPROPRIATED RETAINED EARNINGS	870,000.00
	TOTAL REVENUES	14,514,968.00

SCHEDULE E. GOLF COURSE FUND

031-320.0700	FUEL TAX REFUND	500.00
031-340.0400	SPONSORSHIPS	7,300.00
031-341.0405	ANNUAL DUES	20,522.00
031-341.0401	GREEN FEES	455,100.00
031-341.0402	CART RENTAL FEES	265,570.00
031-341.0403	DRIVING RANGE FEES	51,821.00
031-341.0300	RENTALS	6,000.00
031-350.0000	INVESTMENT EARNINGS	0.00
031-370.0200	INSTALLMENT FINANCE	0.00
031-380.1000	TRANSFER FROM GENERAL FUND	181,862.00
031-390.0900	MISCELLANEOUS	500.00
	TOTAL REVENUES	989,175.00



## SCHEDULE F. CITY SCHOOL FUND

040-301.0000	PROPERTY TAXES - PRIOR YEAR	45,000.00
040-302.0000	PROPERTY TAXES - CURRENT YEAR	1,867,375.00
040-303.0000	PENALTIES	6,000.00
	TOTAL REVENUES	1,918,375.00

## SCHEDULE G. POLICE RESTITUTION &amp; FORFEITURE

041-321.0000	RESTITUTION	625.00
041-322.0700	FEDERAL FORFEITURES	50,450.00
041-322.0701	DEPARTMENT OF TREASURER	23,925.00
041-322.0800	CONTROLLED SUBSTANCE TAX	15,400.00
041-350.0000	INVESTMENT EARNINGS	0.00
041-380.1000	TRANSFER FROM GENERAL FUND	10,000.00
041-399.0100	APPROPRIATED FUND BALANCE	0.00
	TOTAL REVENUES	100,400.00

## SCHEDULE H. STORMWATER FUND

032-335.0100	STANDARD FEE	103,380.00
	TOTAL REVENUES	103,380.00

## SCHEDULE I. BEAUTIFICATION FUND

042-341.0300	RENTALS	0.00
042-350.0000	INVESTMENT EARNINGS	100.00
042-380.1000	CITY CONTRIBUTION TO BEAUTIFICATION	45,000.00
042-390.0900	MISCELLANEOUS	0.00
	TOTAL REVENUES	45,100.00

## SCHEDULE J. CEMETERY FUND

043-380.1000	CITY CONTRIBUTION TO CEMETERY	10,000.00
043-390-0103	CONTRIBUTIONS - BUILDING	1,100.00
043-399-0100	APPROPRIATED FUND BALANCE	2,900.00
	TOTAL REVENUES	14,000.00

SECTION 3. TAXES LEVIED. There is hereby levied the following rates of tax on each one hundred dollars (\$100.00) valuation of taxable property, as listed for taxes on January 1, 2022 for the purpose of raising revenues as set forth in the foregoing estimates of revenues, and in order to finance the foregoing appropriations:

GENERAL FUND	0.6200
SCHOOL SUPPLEMENT FUND	0.1950
TOTAL TAX RATE	0.8150

Such rates of tax are based on an estimated total assessed valuation of property for the purposes of taxation of \$2,157,890,699.00 in the General Fund on an estimated rate of collection of 98.29% and \$1,007,711,233.00 for the School Fund on an estimated rate of collection of 95.03%. A Municipal Vehicle Tax for General Purpose as per NCGS 20-97(b1) in the amount of \$10.00 per registered motor vehicle is levied.

SECTION 4. DISTRIBUTION. Copies of this ordinance shall be furnished to the City Manager, Finance Director, and the Finance Department, to be kept on file by them for their direction in the disbursement of City Funds.

SECTION 5. ENCUMBRANCES AS OF JUNE 30, 2022. Funds appropriated in the FY 2021-2022 Budget and encumbered on June 30, 2022, shall be authorized as part of the Budget Appropriation by adoption of this Budget Ordinance.

## SECTION 6. REAPPROPRIATION OF CONTINUING BALANCES AS OF JUNE 30, 2022

Unencumbered balances, as of June 30, 2022, of those continuing capital, grant, contracts, and other projects which were not completed in Fiscal Year 2021-2022, as well as certain operating account, contributions/donations, and special fund balances as of June 30, 2022, shall be reappropriated into the Fiscal Year 2022-2023 budget in order to allow for the completion of their original purposes. These funds shall be authorized as part of the Budget Appropriation by adoption of this Budget Ordinance.

This ordinance shall be in full force and effect upon its adoption.

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Mayor

ATTEST:

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City Clerk

The following Councilmembers voted in the affirmative:

The following Councilmembers voted in the negative:

Adopted this 20th day of June, 2022





# **Fee Schedules**

**Effective 7/1/2022**



**Public Records Requests**  
**Effective 7/1/2022**

**Duplication and Transmission Fees**

8.5" x 11" Single-Sided Hardcopy	\$0.10
8.5" x 11" Double- Sided Hardcopy	\$0.15
Compact Disk Read-Only Memory (CD-ROM)	\$0.49
Duplicated Site Plans, Architectural Drawings, Etc.	\$5.00 Each Printed Sheet
DVD Duplication of City Council Meeting	\$3.00

Copies of public records that are not otherwise collected or available in pre-printed form and that require an extensive use of clerical or information technology resources may be considered a special service and any request that requires labor in excess of 4 hours is subject to an hourly labor charge. The special service charge, if applicable, shall be \$18.50 per hour. This rate approximates the hourly rate of pay plus fringe benefits for the position of Office Support IV in the City's pay schedule (effective July 1, 2011). Charges under this provision shall be imposed for every 6 minute increment or fraction thereof, but shall not relate back to the first 10 minutes (i.e. \$1.85 / 6 minutes).

A fee of \$1.25 shall be charged for mailing copies of public records to any person, firm or corporation, unless the cost of postage exceeds \$1.00; in which case the fee for mailing shall be the actual postage plus \$1.22. The mailing fee shall be in addition to any other copying fee provided for herein.

**Distribution Media of GIS Databases Unit Cost**

11" x 17" map, black and white	\$4.00
11" x 17" map, color	\$10.00
18" x 24" map, black and white	\$5.00
18" x 24" map, color	\$20.00
36" x 48" map, black and white	\$6.00
36" x 48" map, color	\$25.00

Custom maps (with data analysis) are same price as above plus \$25.00 per hour for labor.

Compact Disk Read Only Memory (CD- ROM)	\$25.00
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In providing a response to a records request, the City will provide all audio tapes, DVDs, computer diskettes or other media requested.



**Thomasville Police Department**  
**Effective 7/1/2022**

**Reports**

Accident Reports	\$1.00	
CAD Reports	\$1.00	
Arrest Reports	\$1.00	
Local Background Checks	\$1.00	City of Thomasville Only
Incident Report	\$1.00	

**Fingerprints**

Fingerprints (All Other)	\$10.00	1 or 2 Cards
Taxi Permits	\$25.00	Includes Picture ID
Event Permits	-	
ABC Permits	\$10.00	
Solicitors Permits	\$15.00	

**Animal Permits**

Breeding Animals	\$50.00
More than 3 dogs	\$25.00

**City Ordinance Violation / Parking Ticket**

Overtime Parking	\$3.00
Parking in Prohibited Zone	\$10.00
Improper Parking	\$10.00
Parking on Sidewalk	\$10.00
Fire Lane	\$25.00
Other Violations as Noted	\$10.00
Handicapped Parking	\$25.00
Civil Violations as Noted	\$50.00



**Thomasville Fire Department**  
**Effective 7/1/2022**

**Operational Permits Required**

Amusement Buildings	\$50.00
Carnivals & Fairs	\$50.00
Combustible Dust Producing Operations	\$75.00
Covered and Open Mall Buildings	\$50.00
Exhibits and Trade Shows	\$50.00
*Explosives - Fireworks	\$100.00
Flammable and Combustible Liquids	\$50.00
To operate tank vehicles, terminals, fuel-dispensing stations, etc.	-
To Place AGT and UST out of service - (for more than 90 days)	-
Change contents stored in flammable / combustible	-
Manufacture, process, etc. flammable/combustible tanks to greater hazard	-
Dispense liquid fuel into fuel tanks of motor vehicles at commercial	-
Utilizing a site to dispense fuel from tank vehicles	-
Fumigation and insecticidal fogging	\$50.00
High-Piled Storage	\$50.00
Liquid or gas fueled vehicles in Assembly Buildings	\$75.00
Places of Assembly Permit	\$20.00
Private Fire Hydrants	\$50.00
*Pyrotechnic Special Effects	\$100.00
Repair Garage	\$50.00
Spraying or dipping of combustible / flammable Liquids - comb powders	\$50.00
Temporary Membrane Structures and Tents	\$50.00
*Operational Review Fees	\$50.00



## **Thomasville Fire Department**

### **Construction Permits Required**

** Automatic Fire-Extinguishing System	\$50.00
Battery Systems - Stationary Storage Battery Systems with a liquid capacity	\$50.00
Compressed gases - when amounts exceed Table 105.6.9	\$50.00
Cryogenic Fluids - exceeding Table 105.6.11	\$50.00
Emergency Responder Radio Coverage	\$50.00
** Fire Alarm and Detection Systems	\$50.00
** Fire Pumps & Related Equipment - generators, jockey pumps, etc.	\$50.00
** Flammable & Combustible Liquids - install, alter, repair, remove	\$50.00
Gates & Barricades across fire apparatus access roads	\$50.00
Hazardous Materials - Exceeding Table 105.6.21	\$50.00
Industrial Ovens	\$100.00
LP - Gas - NC Dept. of Agriculture - Issued by Others	
Private Fire Hydrants	\$50.00
Smoke Control or Smoke Exhaust Systems	\$50.00
Solar Photovoltaic Power	\$50.00
Spraying or Dipping	\$75.00
** Standpipe Systems	\$75.00
Temporary Membrane Structures, Stage canopy & Tents - in excess of 800	\$50.00
** Construction Review Fees	\$50.00



## **Planning and Inspections**

**Effective 7/1/2022**

### **Electrical Permit Fee Schedule**

#### **New Permit Fees**

60 AMP or Less	\$28.00
100 AMP	\$46.00
150 AMP	\$56.00
200 AMP	\$63.00
250 AMP	\$81.00
300 AMP	\$89.00
400 AMP	\$100.00
OVER 400 AMP	\$100.00 (\$0.26 per AMP)

#### **Rough Outlets, Switches or Lights** (Apply to Commercial, Industrial & Residential Additions, Alterations & Repairs)

1-20	\$12.00
21-40	\$17.00
41-60	\$20.00
61-80	\$25.00
81-100	\$30.00
Over 100	\$30.00 Plus \$0.10 each additional outlet or fixture

#### **Electric Heat, Heat Pump, or Gas Pack**

Per Circuit	\$8.00
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Mobile Home - Electric permit	\$58.00 (Must also get building permit)
Commercial Job Trailer - Electric Only	\$58.00

**Inspection Fee**

Residential	\$30.00
Commercial	\$50.00

**Miscellaneous**

Saw Service	\$8.00	
Service Inspection	\$9.00	
Panel Change	\$15.00	
Panel Change > 200 Amps	\$25.00	
Meter Base / Riser	\$15.00	
Serv Change - 200 AMPS	\$20.00 Residential	\$25.00 Commercial
Exhaust Fans	\$8.00	
Transfer Switch	\$15.00	
Generator up to 200 AMPS	\$27.00 (Over 200 AMPS, \$0.22 per AMP)	
Reconnect Moved House	\$15.00	
Other Mis. Use	\$8.00	
Household appliances	\$8.00	
Residential Temporary Power	\$30.00	
Commercial Temp Power	\$50.00	
Bonding - Swimming Pool	\$15.00	
Electric Motor	\$6.00	
Machinery Hookups	\$13.00	
Transformer	\$15.00	

**Solar Panels**

Residential Per Panel	\$10.00
Commercial Solar Panels	
1-25	\$10.00 Plus \$0.10 Each
26-50	\$250.00 Plus \$0.10 Each
51-75	\$400.00 Plus \$0.10 Each

76-100	\$550.00 Plus \$0.10 Each
101-1000	\$1,000.00 Plus \$0.10 Each
1001-2500	\$2,000.00 Plus \$0.10 Each
2501-5000	\$3,000.00 Plus \$0.10 Each
5001-7500	\$4,000.00 Plus \$0.10 Each
7500 Or More	\$5,000.00 Plus \$0.10 Each

### **Mechanical Permit Fee Schedule**

#### **New Installation or Change Out**

Heat Pump / Gas Pack / Furnace

Up to 100,000 BTU	30 KW	\$14.00
101,000 to 200,000	75 KW	\$17.00
201,000 to 300,000	100 KW	\$20.00
Over 300,000 BTU	100 KW	\$20.00

Each Additional BTU or Part thereof over 300,000 BTU: \$8.50

Through Wall Heat / Air	\$14.00
Duct Addition, Repair, Dampers	\$20.00
VAV Boxes	\$11.00
Spray / Paint Booth	\$17.00
Extra Trips	\$35.00

#### **Cooling Systems - Refrigeration**

Up to 5 Tons	5 HP	\$15.00
5.1 to 10 Tons	10 HP	\$19.00
10.1 to 15 Tons	15 HP	\$25.00
15.1 to 20 Tons	20 HP	\$29.00
20.1 to 30 Tons	30 HP	\$40.00
Over 30 Tons	30 HP	\$40.00

Each additional ton over 30 tons: add \$1.82 per ton

#### **Gas Appliances**

Gas Fired Appliances	\$11.00
Gas Logs	\$11.00

Gas Line	\$14.00
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**Non-Residential Hood Systems - Face Area (Square Feet)**

0-25	\$19.00
25.1 - 50	\$29.00
50.1 - 75	\$37.00
75.1 - 100	\$45.00
Over 100	\$52.00

**Fuel Storage, Each Tank**

0 to 1,000 Gallons	\$13.00
1,001 to 5,000 Gallons	\$19.00
5,001 to 10,000 Gallons	\$28.00
Over 10,000 Gallons	\$33.00

**Inspection Fee**

Residential	\$30.00
Commercial	\$50.00

**Plumbing Permit Fee Schedule**

**Fixtures**

1	\$8.50	Additional Fixtures	\$8.50 Each
2	\$17.00	Sewer Connection- New Construction	\$8.50 Each
3	\$25.50	Water Connection- New Construction	\$8.50 Each
4	\$34.00	Inspection Fee - Residential	\$30.00
5	\$42.50	Inspection Fee - Commercial	\$50.00
6	\$51.00	Extra Trips	\$35.00
7	\$59.50	Residential Sprinkler System	\$75.00
8	\$68.00		
9	\$76.50		
10	\$85.00		
11	\$93.50		

12	\$102.00
13	\$110.50
14	\$119.00
15	\$127.50
16	\$136.00
17	\$144.50
18	\$153.00
19	\$161.50
20	\$170.00
21	\$178.50
22	\$187.00
23	\$195.50
24	\$204.00
25	\$212.50

### **Plan Review, Permit, & Processing Fees**

#### **Zoning Fees**

Map Amendment - Processing and Advertising	\$500.00
Text Amendment - Processing and Advertising	\$500.00
Variance Interpretation - Processing and Advertising	\$350.00

#### **Development (Site) Plan Review (Multi-family / Non-Residential)**

New Structure	\$178.00	Plus \$37.00 @ Acre
Addition	\$109.00	Plus \$19.00 @ Acre
Accessory	\$74.00	

#### **Compliance Permit (Single-Family / Two-Family)**

New Structure, Addition, Accessory	\$25.00
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#### **Certification Letter**

Zoning, Watershed, Flood Hazard	\$25.00
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**Temporary Use**

See Itinerant Merchant Fees.

**Subdivision Fees** \$201.00

Subdivision Review Plus \$37.00 @ Lot  
(Includes Construction Plans, Preliminary Plats and Final Plats)

**Street Closing Fees**

Processing & Advertising \$831.00

**Stormwater Fees**

Engineering Review Fee (per device) \$1,250.00  
Low-Density Plan Review \$250.00  
Water Supply Watershed Plan Review \$250.00

**Voluntary Annexation Fees**

Processing & Advertising \$572.00

**Publications**

Zoning Ordinance \$15.00  
Subdivision Ordinance \$9.00  
Zoning Map \$25.00

**Social District Permits and Fees**

Sidewalk Dining Permit \$25.00

**Building Permit Fee Schedule**

0 - 1,000	\$30.00	30,000	\$175.00
1,001 - 3,000	\$40.00	31,000	\$180.00
3,001 - 5,000	\$45.00	32,000	\$185.00
6,000	\$50.00	33,000	\$191.00
7,000	\$55.00	34,000	\$196.00
8,000	\$61.00	35,000	\$201.00
9,000	\$66.00	36,000	\$206.00
10,000	\$71.00	37,000	\$211.00
11,000	\$76.00	38,000	\$217.00
12,000	\$81.00	39,000	\$222.00
13,000	\$87.00	40,000	\$227.00
14,000	\$92.00	41,000	\$232.00
15,000	\$97.00	42,000	\$237.00
16,000	\$102.00	43,000	\$243.00
17,000	\$107.00	44,000	\$248.00
18,000	\$113.00	45,000	\$253.00
19,000	\$118.00	46,000	\$258.00
20,000	\$123.00	47,000	\$263.00
21,000	\$128.00	48,000	\$269.00
22,000	\$133.00	49,000	\$274.00
23,000	\$139.00	50,000	\$279.00
24,000	\$144.00	51,000	\$284.00
25,000	\$149.00	52,000	\$288.00
26,000	\$154.00	53,000	\$293.00
27,000	\$159.00	54,000	\$298.00
28,000	\$165.00	55,000	\$302.00
29,000	\$170.00	56,000	\$307.00



57,000	\$312.00	85,000	\$443.00
58,000	\$316.00	86,000	\$447.00
59,000	\$321.00	87,000	\$452.00
60,000	\$326.00	88,000	\$457.00
61,000	\$330.00	89,000	\$462.00
62,000	\$335.00	90,000	\$466.00
63,000	\$340.00	91,000	\$471.00
64,000	\$345.00	92,000	\$476.00
65,000	\$349.00	93,000	\$480.00
66,000	\$354.00	94,000	\$485.00
67,000	\$359.00	95,000	\$490.00
68,000	\$363.00	96,000	\$494.00
69,000	\$368.00	97,000	\$499.00
70,000	\$373.00	98,000	\$504.00
71,000	\$377.00	99,000	\$508.00
72,000	\$382.00	100,000	\$513.00
73,000	\$387.00	101,000	\$518.00
74,000	\$391.00	102,000	\$522.00
75,000	\$396.00	103,000	\$527.00
76,000	\$401.00	104,000	\$532.00
77,000	\$405.00	105,000	\$536.00
78,000	\$410.00	106,000	\$541.00
79,000	\$415.00	107,000	\$546.00
80,000	\$419.00	108,000	\$550.00
81,000	\$424.00	109,000	\$555.00
82,000	\$429.00	110,000	\$560.00
83,000	\$433.00	111,000	\$564.00
84,000	\$438.00	112,000	\$569.00

113,000	\$574.00	141,000	\$705.00
114,000	\$579.00	142,000	\$710.00
115,000	\$583.00	143,000	\$714.00
116,000	\$588.00	144,000	\$719.00
117,000	\$593.00	145,000	\$724.00
118,000	\$597.00	146,000	\$728.00
119,000	\$602.00	147,000	\$733.00
120,000	\$607.00	148,000	\$738.00
121,000	\$611.00	149,000	\$742.00
122,000	\$616.00	150,000	\$747.00
123,000	\$621.00	151,000	\$752.00
124,000	\$625.00	152,000	\$756.00
125,000	\$630.00	153,000	\$761.00
126,000	\$635.00	154,000	\$766.00
127,000	\$639.00	155,000	\$770.00
128,000	\$644.00	156,000	\$775.00
129,000	\$649.00	157,000	\$780.00
130,000	\$653.00	158,000	\$784.00
131,000	\$658.00	159,000	\$789.00
132,000	\$663.00	160,000	\$794.00
133,000	\$667.00	161,000	\$798.00
134,000	\$672.00	162,000	\$803.00
135,000	\$677.00	163,000	\$808.00
136,000	\$681.00	164,000	\$813.00
137,000	\$686.00	165,000	\$817.00
138,000	\$691.00	166,000	\$822.00
139,000	\$696.00	167,000	\$827.00
140,000	\$700.00	168,000	\$831.00

169,000	\$836.00	197,000	\$967.00
170,000	\$841.00	198,000	\$972.00
171,000	\$845.00	199,000	\$976.00
172,000	\$850.00	200,000	\$981.00
173,000	\$855.00		
174,000	\$859.00		
175,000	\$864.00		
176,000	\$869.00		
177,000	\$873.00		
178,000	\$878.00		
179,000	\$883.00		
180,000	\$887.00		
181,000	\$892.00		
182,000	\$897.00		
183,000	\$901.00		
184,000	\$906.00		
185,000	\$911.00		
186,000	\$915.00		
187,000	\$920.00		
188,000	\$925.00		
189,000	\$930.00		
190,000	\$934.00		
191,000	\$939.00		
192,000	\$944.00		
193,000	\$948.00		
194,000	\$953.00		
195,000	\$958.00		
196,000	\$962.00		

For all values exceeding \$200,000, fee is \$279.00 plus \$4.68 per \$1,000.00 of value over \$50,000.00

Modular Building - Use same pricing as above.

Permanent Sign - Per Building	\$50.00 Minimum Fee
Temporary Sign	\$30.00
Day Care - Child or Adult	\$100.00
Mobile Homes, Bldg. Permit Each Setup	\$50.00
(Requires Electrical Permit)	
Swimming Pool - Residential	\$50.00
(Plus Electrical Permit)	
Swimming Pool - Commercial	Based on job value
(Plus Electrical Permit)	

Re-Inspection Fee Residential	\$35.00
Re-Inspection Fee Commercial	\$50.00
Not Obtaining Final Inspection	\$100.00
Demolition - Residential	\$50.00
Demolition - Commercial	\$100.00
Residential Occupancy Inspection	\$30.00
Commercial Occupancy Inspection	\$100.00
Temporary Certificate of Occupancy - Commercial	\$100.00
Commercial Construction Plans Review	\$200.00
Contractor Change Request - Building	\$50.00
Contractor Change Request - Subcontractors	\$25.00
Refund Request Administrative Fee	\$20.00
Home Owners Recovery Fee Code NC	\$10.00
(G.S. 87-15.6: Charge to General Contractors for Construction or Alteration to Single Family Dwellings Only)	

**Mowing Fee Schedule****Mowing & Trimming / Bush Hogging Prices**

Up to .25 Acre	\$60.00
> .25 Acre up to .50 Acre	\$80.00
>.50 Acre up to 1 Acre	\$135.00

Original pricing for first acre of \$135.00  
 plus per additional area (.25)(.25-.50)  
 (.50-1)

**Extenuating Circumstances**

Height of grass / vegetation in excess of 2 ft. over entire yard  
 Excessive trash / debris  
 Excessive trimming / weed eating

up to .50 acre	\$25.00
more than .50 acre up to 1 acre	\$50.00

(Before acceptance of content determined by staff)

**Scale**

.25 Acre (10,890 sq. ft.)  
 .50 Acre (21,780 sq. ft.)  
 .75 Acre (32,670 sq. ft.)  
 1 Acre (43,560 sq. ft.)

Administrative Fee	\$25.00
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**Itinerant Merchant Permit Fee Schedule**

Per Day	\$5.00
Per Week	\$10.00
Per Month	\$25.00
Per 3 Months	\$50.00
Per 6 Months	\$75.00
Per Year	\$100.00





**Recreation Fees**  
**Effective 7/1/2022**

**Program Fees**

Youth Sports	\$20.00 - Residents; \$25 - Non-residents
Adult Sports	\$150.00 - \$450.00 Depending on League
After School	\$70.00 Per Month
Youth Camps	\$40.00 Per Week
Swimming Pool	\$2 - 18 & Under (2 & under: free); \$3 - Over 18; Season Summer Pass: \$50
Annual Craft Fair	\$20.00 Per Table Reservation
Classes	25% of total monthly revenue
Open Gym Membership (6 Months)	\$20 - Residents; \$25 - Non-residents
Community Special Programs	\$5 - \$25



## Recreation Fees

Effective 7/1/2022

<u>Rentals</u>	<u>Maintenance Deposit</u>	<u>4 Hours</u>	<u>Non-Resident</u>	<u>Add. Hour</u>	<u>Practices Only</u>	<u>All Day</u>	<u>Day Of</u>
Central Recreation Center							
Meeting Room	\$100.00	\$125.00	Add \$50.00	\$25.00/ Hour		\$225.00	\$50.00/Hour
Gym					\$30.00/Hour, \$15.00 for Supervisor		
Strickland Recreation Center	\$100.00	\$75.00	Add \$50.00	\$20.00/Hour		\$150.00	\$50.00/Hour
Ball Park Community Center	\$150.00	\$200.00	Add \$50.00	\$35.00/Hour		\$350.00	\$50.00/Hour
Thomasville Aquatic & Community Center							
Off-Season: Full Community Room	\$150.00	\$200.00	Add \$50.00	\$40.00/Hour		\$350.00	\$50.00/Hour
In-Season: Single Party Room		\$100.00 for 2 Hours, with 20 Swim Passes Included					
In-Season: Full Party Room		\$250.00 for 4 Hours , with 20 Swim Passes Included					
Exclusive Pool Rental		\$1,000.00 Access to Community Room and Pool for 4 Hours/time and Sessions Limited					
Farmer's Market/PACE Park	\$100.00	\$100.00		\$25.00/Hour			
Myers Park Ball Fields		1 Day/No Lights		1 Day w/Lights			
1 Field	\$100.00	\$150.00		\$200.00	\$15.00/Hour, \$15.00/Hour for lights		
2 Field	\$200.00	\$250.00		\$350.00			
Finch Field Facility*	* Athletic Facility Usage and Contracts, if Schedule Allows						
Cushwa Stadium*							
TCS School Agreement	Cushwa Stadium, Finch Field, Doak Park						



### Schedule of Utility Fees (effective 7/1/2022)

<u>Inside City Limits</u>		<b>WATER</b>	<b>SEWER</b>
Consumption Rate		\$ 5.33	\$ 7.09 per thousand Gallons a month
Customer Availability and equivalent fee (1)		\$ 10.26	\$ 19.99 per account a month
<u>Outside City Limits</u>		<b>WATER</b>	<b>SEWER</b>
Consumption Rate		\$ 11.99	\$ 15.95 per thousand Gallons a month
Customer Availability and equivalent fee (1)		\$ 23.10	\$ 44.98 per account a month
<b>BULK WATER</b>	(Tanker trucks)	\$ 9.93 per thousand gallons	
<b>BULK SEWER</b>	(from approved sources)	\$ 14.08 per thousand gallons plus \$20.00 per load analytical fee	
<b>Other Fees</b>		<b>Inside City</b>	<b>Outside City</b>
Temporary Utilities (10)		\$ 25.00	\$ 50.00
Account Transfer Fee		\$ 5.00	\$ 5.00
Returned Payment Fee		\$ 20.00	\$ 20.00
Late Penalty Fee		\$ 40.00	\$ 40.00
Meter locked		\$ 50.00	\$ 50.00
Meter Removal		\$ 75.00	\$ 75.00
Meter Exchange Fee (9)		\$ 60.00	\$ 60.00
Test Meter Fee (11)		\$ 150.00	\$ 150.00
Tampering Fee		\$ 150.00	\$ 150.00
Unauthorized Use of Water		\$ 150.00	\$ 150.00
<b>Tap Fees</b>			
City Street-New Water Tap 3/4 inch (2)		\$ 1,250.00	\$ 2,800.00
DOT Street-New Water Tap 3/4 inch (12)		Cost & Labor	Cost & Labor
City Street-Relocate Water Tap 3/4 inch (7)		\$ 300.00	\$ 300.00
DOT Street-Relocate Water Tap 3/4 inch (12)		Cost & Labor	Cost & Labor
City Street-New Sewer Tap 4 inch (3)		\$ 1,250.00	\$ 2,800.00
DOT Street-New Sewer Tap 3/4 inch (12)		Cost & Labor	Cost & Labor
City Street-Relocate Sewer Tap 4 inch (8)		\$ 300.00	\$ 300.00
DOT Street-Relocate Sewer Tap 4 inch (12)		Cost & Labor	Cost & Labor
<b>Deposits</b>			
Residential/Ownership (4)		\$ 25.00	\$ 50.00
Apartment/Rental Units (5)		\$ 50.00	\$ 100.00

Small Businesses (6)	\$ 50.00	\$ 100.00
Commercial/Industrial	\$ 100.00	\$ 100.00
<b>Fire Service Fee</b>	\$ 76.11 Flat fee per month	\$ 171.75 Flat fee per month
<b>Disposal Fee</b>	\$ 7.25 Flat fee per month	\$7.25 Flat fee per month
<b>Garbage Carts</b>	\$ 60.00 *subject to change if supplier rate changes	
<b>MONTHLY PRETREATMENT SAMPLING CHARGE</b>	\$ 50.00 Application Fee	
Non-Significant Industrial User Permit	\$ 64.00 per month	
Significant Industrial User Permit	\$ 192.00 per month	
Significant Industrial User Permit, Categorical	\$ 220.00 per month	
<b>SURCHARGE RATE FOR HIGH STRENGTH WASTE:</b>		
Biochemical Oxygen Demand	\$ 100.00 per 1000 pounds per day	
Suspended Solids	\$ 75.00 per 1000 pounds per day	

**Water & Sewer Availability Rates (effective 7/1/2022)****WATER**

<b><u>DESCRIPTION</u></b>	<b><u>RATE</u></b>
3/4" WATER INSIDE	\$ 10.26
1" WATER INSIDE	\$ 25.65
2" WATER INSIDE	\$ 82.08
3" WATER INSIDE	\$ 164.16
4" WATER INSIDE	\$ 256.50
6" WATER INSIDE	\$ 513.00
8" WATER INSIDE	\$ 820.80
10" WATER INSIDE	\$ 1,179.90
3/4" WATER OUTSIDE	\$ 23.10
1" WATER OUTSIDE	\$ 57.71
2" WATER OUTSIDE	\$ 184.68
3" WATER OUTSIDE	\$ 369.36
4" WATER OUTSIDE	\$ 577.13
6" WATER OUTSIDE	\$ 1,154.25
8" WATER OUTSIDE	\$ 1,846.80
10" WATER OUTSIDE	\$ 2,654.78

**SEWER**

<b><u>DESCRIPTION</u></b>	<b><u>RATE</u></b>
3/4" SEWER INSIDE	\$ 19.99
1" SEWER INSIDE	\$ 49.90
2" SEWER INSIDE	\$ 159.66
3" SEWER INSIDE	\$ 319.34
4" SEWER INSIDE	\$ 498.95
6" SEWER INSIDE	\$ 997.92
8" SEWER INSIDE	\$ 1,596.66
10" SEWER INSIDE	\$ 2,298.85
3/4" SEWER OUTSIDE	\$ 44.98
1" SEWER OUTSIDE	\$ 112.28
2" SEWER OUTSIDE	\$ 359.24
3" SEWER OUTSIDE	\$ 718.52
4" SEWER OUTSIDE	\$ 1,122.64
6" SEWER OUTSIDE	\$ 2,245.32
8" SEWER OUTSIDE	\$ 3,514.25
10" SEWER OUTSIDE	\$ 5,172.41

**Notation explanation from page 1 of fees:**

1 This value is equal to the customer availability fee plus the equivalents flow rating of the water meter. The equivalents factor is obtained by dividing the American Water Works Association (AWWA) standard for flow rating of water meters by the AWWA standard flow rating for a 3/4 inch water meter. 2 Water taps larger in size than 3/4 inch shall be approved by the Public Services Director. Charges shall be developed from labor, materials, equipment used, plus 20 percent for overhead and insurance. 3 Sewer taps of a size larger than 4 inches shall be approved by the Public Services Director. Charges shall be developed from labor, material, equipment used, plus 20 percent for overhead and insurance. 4 Residences shall include owner occupied single family dwellings and manufactured homes located on occupant owned land. 5 This category shall include apartments, homes, or any other rental units. Also included are mobile homes located on rental spaces regardless of ownership. 6 Shall consume less than 20,000 gallons per month and may include institutions. 7 Relocating water services with no extraordinary circumstances. Requires review and approval by Public Services Director or Maintenance Supervisor. This fee will cover maximum relocate of water meter up to 10 ft. Any job over 10 ft. may require new tap on main line at current rate (2). 8 Relocating sewer services with no extraordinary circumstances. Requires review and approval of Public Services Director or Maintenance Supervisor. This fee will cover maximum relocate of sewer line up to 10 ft. Any job over 10 ft. may require new tap on main line at current rate (3). 9 Meter Exchange fee request by customer without reason or for meter damaged. 10 Temporary water & sewer service for residential clean-up or home inspection for sales. Service will be available for 10 days - includes first 1,000 gallons. Any consumption greater than 1,000 gallons used thereafter will be billed at normal rate. 11 Meter tested for accuracy by request of customer. 12 Connections on DOT roads will be charged Cost & Labor due to the guidelines and extensive work performed to make these connections.

**CITY OF TRINITY - SEWER RATE**

<b><u>Meter Size</u></b>	<b><u>2011</u></b>	<b><u>2012</u></b>	<b><u>2013</u></b>	<b><u>2014</u></b>	<b><u>2015</u></b>	<b><u>2016</u></b>	<b><u>2017</u></b>	<b><u>2018</u></b>	<b><u>2019</u></b>	<b><u>2020</u></b>	<b><u>7/1/2021</u></b>	<b><u>7/1/2022</u></b>
<b>8" Availability Fee</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Consumption Rate</b>	\$ 4.58	\$ 4.76	\$ 4.95	\$ 5.13	\$ 5.30	\$ 5.46	\$ 5.57	\$ 5.68	\$ 5.80	\$ 5.92	\$ 6.03	\$ 6.38
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -



## **Schedule of Recovery & Construction Charges (effective 7/1/2022)**

<b>Description</b>	<b>Replacement Cost</b>	<b>Explanation of Charge</b>
Broken Lock	\$ 20.00	
Broken Clamp	\$ 30.00	
Damaged Setter	\$ 250.00	
Damaged Meter Box and Lid	\$ 75.00	
Labor - Routine	\$ 30.00	per man per hour per day
Labor - After hours	\$ 60.00	per man per hour per day
Pickup Trucks	\$ 75.00	Base Charge up to 4 hrs.
Service Trucks	\$ 100.00	Base Charge up to 4 hrs.
Dump Trucks	\$ 200.00	Base Charge up to 4 hrs.
3" Trash Pump	\$ 42.00	Base Charge up to 4 hrs.
4" Trash Pump	\$ 65.00	Base Charge up to 4 hrs.
Backhoes	\$ 250.00	Base Charge up to 4 hrs.
Bobcat S220	\$ 135.00	Base Charge up to 4 hrs.
Air Compressors	\$ 60.00	Base Charge up to 4 hrs.
Jack Hammer	\$ 45.00	Base Charge up to 4 hrs.
Trackhoe Excavator	\$ 400.00	Base Charge up to 4 hrs.
Attachments:		
Hydraulic Hammer	\$ 165.00	Base Charge up to 4 hrs.
Articulated Thumb	\$ 100.00	Base Charge up to 4 hrs.
Pipe Chain Saw	\$ 95.00	Base Charge up to 4 hrs.
Concrete Saw	\$ 37.00	Base Charge up to 4 hrs.
Tamp	\$ 45.00	Base Charge up to 4 hrs.
Small Generator (120V)	\$ 38.00	Base Charge up to 4 hrs.
Hammer Drill	\$ 35.00	Base Charge up to 4 hrs.
Trencher	\$ 250.00	Base Charge up to 4 hrs.
Tractor	\$ 130.00	Base Charge up to 4 hrs.
Bushhog	\$ 50.00	Base Charge up to 4 hrs.
Dingo	\$ 95.00	Base Charge up to 4 hrs.
Vactor	\$ 300.00	Base Charge up to 4 hrs.
Sewer Jetter	\$ 250.00	Base Charge up to 4 hrs.
Sewer Tape	\$ 15.00	Base Charge up to 4 hrs.
Hand Tools	\$ 10.00	Base Charge up to 4 hrs.
Chainsaw	\$ 25.00	Base Charge up to 4 hrs.
Ladder	\$ 20.00	Base Charge up to 4 hrs.

Soil Pipe Cutter	\$ 20.00	Base Charge up to 4 hrs.
Trench Box	\$ 190.00	Base Charge up to 4 hrs.
Supplies & Materials on job	TBD	Actual Cost of items
Overhead Cost of Job	20%	on total job cost
Supplies & Materials-inventory sales	15%	restock fee of supply item purchased
Garbage Collection Containers	TBD	Current City Purchase Price



**EFFECTIVE 7/1/2022**  
**RECEIPT FOR FEES**  
**THOMASVILLE CITY CEMETERY**

Date Received _____	Name of Deceased _____
Date of Death _____	Date of Interment _____
Date of Deposit _____	Payment of Fees \$ _____
Received From _____	Funeral Service _____
Section _____	Lot # _____

<b>1 Plot (Vault or Liner)</b>	\$	1,500.00	
Time for Funeral Service + Filing Fee	\$	75.00	
Plot Layout Fee for Grave + Filing Fee	\$	30.00	
Layout Fee for Monument + Filing Fee	\$	30.00	
<b>Total</b>	<b>\$</b>	<b>1,635.00</b>	

<b>2 Old Plot (with Deed from the City Only)</b>	\$	-	
Time at Funeral Service + Filing Fee	\$	75.00	
Plot Layout Fee + Filing Fee	\$	30.00	
Layout Fee for Monument + Filing Fee	\$	30.00	
<b>Total</b>	<b>\$</b>	<b>135.00</b>	

<b>3 Permanent Marker Deposit (or Engraving)</b>	\$	300.00	
If family does not install marker within 60 days from interment, the City may install a permanent marker using the marker deposit.			

<b>4 Marker Furnished by Other</b>			
(including VA) (2' X 1' X 4" granite-flat-one-piece)			
Layout Fee for Monument	\$	30.00	
Setting Monument Only - Foot or Head	\$	75.00	
Concrete	\$	8.00	
<b>Total</b>	<b>\$</b>	<b>113.00</b>	

<b>5 VA Upright Stone Marker</b>			
Set in concrete by the City; Marker furnished by VA	\$	88.00	

<b>6</b>	<b>Bronze by VA Marker</b>	\$	<b>300.00</b>	<input type="checkbox"/>
	Set on granite installed by the City;			
	Granite only - furnished by the City			
<b>7</b>	<b>Cremation Garden - Section N</b>			
	Newborn	\$	<b>400.00</b>	<input type="checkbox"/>
	Cremains	\$	<b>400.00</b>	<input type="checkbox"/>
	Cremains - vault for newborns (Grave opening: 17" X 30"); Vault furnished by others.			



### **Winding Creek Golf Course (effective 7/1/2022)**

#### **Weekday**

18 Holes w / Cart	\$28.00
18 Holes w / Cart - After 12	\$25.00
After 3pm until Dark	\$20.00
Senior - 18 Holes w / Cart	\$23.00
9 Holes w / Cart	\$18.00
Senior - 9 Holes w / Cart	\$17.00
18 Holes Walking	\$18.00
Senior - 18 Holes	\$15.00
9 Holes Walking	\$12.00
Senior - 9 Holes Walking	\$10.00
9 Hole League Rate	\$14.00

#### **Weekend**

18 Holes w / Cart	\$34.00
18 Holes w / Cart - After 12	\$31.00
After 3pm until Dark	\$25.00
9 Holes w / Cart	\$21.00

## **Winding Creek Golf Course (effective 7/1/2022)**

### **Privilege Cards**

7 Day Regular	\$420.00
7 Day Senior	\$320.00
5 Day Regular	\$250.00
5 Day Senior	\$150.00
Annual Range Privilege	\$295.00
Senior Weekday Privilege	\$17.00
Senior Regular Privilege	\$19.00
Senior Weekday - 9 Holes	\$12.00
Senior Regular - 9 Holes	\$13.00
Weekday Walking Privilege	\$8.00
Weekend Walking Privilege	\$12.00

### **Range Balls**

Small	\$6.00
Large	\$9.00
Half Day Tournament Fee	\$3,000.00
Weekend	





# City of Thomasville

North Carolina  
**Police Department**

**Mark G. Kattner**  
Chief of Police



**Date:** April 7, 2022

**To:** Michael Brandt  
Alisa Quick

**From:** Mark Kattner

**Re:** New career ladder positions for PD

**Police Officer Trainee;**

We would like to add the following position for the police department to Step 24 of the Assignment of Classes to grades. This position is for those employees that we have hired that are enrolled in BLET training at the local community college. The title for this position is Police Officer Trainee, Step 24 with a current starting salary of \$38,626.82

**Record/Communication Supervisor;**


Currently under step 23 of the Assignment of Classes to Grade is a position classification as Records Clerk/Communication Coordinator. We would like to change the title to read Records/Communication Supervisor; this position would remain under Step 23

Mark Kattner

*"Excellent In Community Oriented Policing"*

250 West Main St. • P.O. Box 1669 • Thomasville, N.C. 27361-1669  
Police Administration Phone (336) 475-4275 • Fax (336) 475-5209  
Communications Phone (336) 475-4260







<b>Records Clerk/Communications Officer III</b>	<b>3 years at Records Clerk/Communications Officer II</b>	<b>High School/GED</b>	<b>DCI Cert., Customer Service Instruction, Notary Public, Records Law Instruction</b>
<b>Records Clerk/Communications Officer II</b>	<b>2 years at Records Clerk/Communications Officer I</b>	<b>High School/GED</b>	<b>DCI Cert., Customer Service Instruction, Basic Computer Skills.</b>
<b>Records Clerk/Communications Officer I</b>	<b>Probationary Entry Level</b>	<b>High School/GED</b>	<b>Completion of DCI Cert., Successfully Complete 6 Month Probationary Period</b>

<b>Master Police Officer II</b>		<b>3 years as MPO II</b>	<b>BLET, High School</b>	<b>Intermediate</b>	<b>Test</b>	<b>Twenty-four (24) hours mandated in-service training each year and 120 hours of Departmental sponsored training</b>
<b>Master Police Officer I</b>		<b>3 years as PO II</b>	<b>BLET, High School</b>	<b>General</b>	<b>Test</b>	<b>Twenty-four (24) hours mandated in-service training each year and 120 hours of Departmental sponsored training</b>
<b>Police Officer II</b>		<b>3 years as PO I</b>	<b>BLET, High School</b>	<b>General</b>	<b>Test</b>	<b>Twenty-four (24) hours mandated in-service training each year and 120 hours of Departmental sponsored training</b>
<b>Police Officer I</b>		<b>6 months as PO</b>	<b>BLET, High School</b>	<b>General</b>		<b>Twenty-four (24) hours mandated in-service training each year and 120 hours of Departmental sponsored training</b>
<b>Police Officer</b>		<b>New Hire</b>	<b>BLET, High School</b>	<b>General</b>		
<b>Police Officer Trainee</b>		<b>BLET</b>	<b>High School</b>			

#### Civilian Career Development Program

<b>CLASSIFICATION</b>	<b>TIME IN GRADE</b>	<b>EDUCATION</b>	<b>REQUIREMENTS</b>
<b>Records/Communications Supervisor</b>	<b>Records Clerks III or higher</b>	<b>High School/GED</b>	<b>DCI Cert., Notary Public, Evidence Management &amp; Supervisory Training, DCI Tact</b>
<b>Records Clerk/Communications Officer IV</b>	<b>3 years at Record Clerk/Communications Officer III</b>	<b>High School/GED</b>	<b>DCI Cert., Customer Service Instruction, Notary Public, Public Records Law Instruction</b>

## Section 5. Police Department Career Development Program Chart

Classification	Rank Insignia	Time in Lower Grade	Education	State Certification	Test/Process	Special Training
Major		2 years as Captain	Bachelor's degree	Advanced	Process	Twenty-four (24) hours mandated in-service training each year and 80 hours of Departmental sponsored training
Captain		2 years as Lieutenant	Bachelor's degree	Advanced	Process	Twenty-four (24) hours mandated in-service training each year and 80 hours of Departmental sponsored training
Lieutenant		3 years as Sergeant	Associate degree or equivalent	Advanced	Process	Twenty-four (24) hours mandated in-service training each year and 120 hours of Departmental sponsored training
Master Sergeant		6 years as Sergeant	Associate degree or equivalent	Advanced	Test	Twenty-four (24) hours mandated in-service training each year and 80 hours of Departmental sponsored training
Sergeant		2 years as Corporal or MPO II	Associate degree or equivalent	Intermediate	Process	Twenty-four (24) hours mandated in-service training each year and 80 hours of Departmental sponsored training
Corporal		1 year as MPO II	Associate degree or equivalent	Intermediate	Process	Twenty-four (24) hours mandated in-service training each year and 40 hours of Departmental sponsored training

## Appendix A. CLASSES TO GRADES SCHEDULE

### CITY OF THOMASVILLE CLASSES TO GRADES SCHEDULE EFFECTIVE MAY 16, 2022

GRADE	Class Titles	Minimum Annual/Hourly	Maximum Annual/Hourly
12	Range/Cart Attendant Golf (Part-Time)	\$ 15,532.40	\$ 26,405.08
	Customer Service Golf (Part-Time)	\$ 7.4675	\$ 12.6948
13	Laborer I, Streets (Part-Time Summer)	\$ 20,352.80	\$ 34,599.76
		\$ 9.7850	\$ 16.6345
14			
15	Laborer I	\$ 24,899.21	\$ 42,328.63
	Office Support I	\$ 11.9708	\$ 20.3503
	Sanitation Collector		
16	Assistant Golf Professional I	\$ 26,706.78	\$ 45,401.52
	Customer Service Golf	\$ 12.8398	\$ 21.8277
	Greenskeeper I		
17	Greenskeeper II	\$ 27,451.37	\$ 46,667.30
	Laborer II	\$ 13.1978	\$ 22.4362
	Maintenance Mech/Cemetery		
18	Equipment Operator I	\$ 28,823.94	\$ 49,000.66
	Meter Reader	\$ 13.8577	\$ 23.5580
19	Collections Clerk	\$ 30,265.46	\$ 51,451.27
	Equipment Operator II	\$ 14.5507	\$ 24.7362
	Greenskeeper III		
	Laborer III		
	Meter Services Technician		
	Peak Time Collections Clerk		
	Records Clerk/Communications Officer I		
	Sanitation Equipment Operator		
20	Equipment Operator III	\$ 31,778.39	\$ 54,023.25
	Fleet Service Assistant	\$ 15.2781	\$ 25.9727
	Office Support II		
	Records Clerk/Communications Officer II		
	Sanitation Equipment Operator III		
	Signs & Signals Technician		
	Lead Operator Golf		
	Auto Mechanic I		
21	Billing Clerk	\$ 33,367.28	\$ 56,724.37
	Assistant Golf Professional II	\$ 16.0420	\$ 27.2713
	Golf Turf Mechanic		

	Lead Meter Reader		
	Records Clerk/Communications Officer III		
	W/S Maintenance Technician		
22	Accounting Clerk I	\$ 35,035.66	\$ 59,560.63
	Auto Mechanic II	\$ 16.8441	\$ 28.6349
	Crew Leader		
	Office Support III		
	Records Clerk/Communications Officer IV		
	Recreation Center Director I		
	W/S Chief Maintenance Mechanic		
	W/S Plant Operator I		
23	Animal Control Officer	\$ 36,787.45	\$ 62,538.06
	Assistant/Spray Technician (Golf)	\$ 17.6863	\$ 30.0667
	Lead Billing Clerk		
	Records/Communication Supervisor		
	W/S Plant Maintenance Supervisor		
	W/S Plant Operator II/C		
	W/S Plant Relief Operator		
24	Accounting Clerk II	\$ 38,626.82	\$ 65,665.63
	Auto Mechanic III	\$ 18.5706	\$ 31.5700
	Firefighter I		
	Human Resources Technician		
	Office Support IV		
	Police Officer Trainee		
	Recreation Specialist		
	Sanitation Supervisor		
	Signs & Signals Supervisor		
	Streets Supervisor		
	W/S Plant Operator/Lab Technician		
	W/S Plant Operator III/B		
25	Firefighter II	\$ 40,558.18	\$ 68,948.90
	Minimum Housing Inspector	\$ 19.4991	\$ 33.1485
	Police Officer I		
	W/S Plant Operator IV & A		
	P/T Fire Inspector III		
26	Code Inspector I	\$ 42,586.05	\$ 72,396.31
	Collections/Customer Service Supervisor	\$ 20.4741	\$ 34.8059
	Fire Equipment Operator I		
	Fire Specialist/Rescue		
	Lead Accounting Clerk		
	Police Officer II		
	Purchasing/Inventory Specialist		
	Recreation Program Director		
	Superintendent of Parks		
	W/S Lead Plant Operator		



27	ARPA Grant Analyst/Administrator	\$ 44,715.38	\$ 76,016.15
	Code Inspector II	\$ 21.4978	\$ 36.5462
	Engineering Technician		
	Fire Equipment Operator II		
	Garage Supervisor		
	Human Resources Analyst		
	Main Street Director		
	PC Support Specialist		
	Police Officer III		
	Rescue Equipment Operator		
28	Business License Inspector	\$ 46,951.15	\$ 79,816.94
	Code Inspector III	\$ 22.5727	\$ 38.3735
29	Accounting Operations Manager	\$ 50,284.67	\$ 85,483.95
	City Clerk	\$ 24.1753	\$ 41.0981
	Master Police Officer		
30	Fire Captain	\$ 51,763.64	\$ 87,998.17
	Police Sergeant	\$ 24.8864	\$ 42.3068
	Rescue Captain		
31	City Surveyor	\$ 54,351.84	\$ 92,398.12
	Golf Course Superintendent	\$ 26.1307	\$ 44.4222
	Head Golf Professional		
	Lab Supervisor		
	Maintenance Construction Superintendent		
	Master Sergeant		
	Planning/Zoning Administrator		
	Sanitation Superintendent		
32	Street Superintendent		
	W/S Plant Superintendent		
	Director of Emergency Management	\$ 58,210.79	\$ 98,958.48
	Division Chief/Fire Marshal	\$ 27.9860	\$ 47.5762
	Division Chief of Fire and Life Safety		
	Division Chief of Training		
	Fire Battalion Chief		
	Police Lieutenant		
33	MIS Assistant Director		
		\$ 61,121.34	\$ 103,906.30
34		\$ 29.3853	\$ 49.9550
		\$ 62,919.02	\$ 106,962.32
35		\$ 30.2495	\$ 51.4242
	Assistant Finance Director	\$ 66,064.97	\$ 112,310.43
	MIS Director	\$ 31.7620	\$ 53.9954
	Police Captain		

36	Police Major	\$ 69,368.24	\$ 117,926.00
	Public Works Director	\$ 33.3501	\$ 56.6952
	Assistant Fire Chief		
37	Finance Director	\$ 72,836.64	\$ 123,822.29
	Human Resources Director	\$ 35.0176	\$ 59.5299
	Police Chief		
	Recreation Director		
38	City Engineer	\$ 76,478.47	\$ 130,013.41
	Fire Chief	\$ 36.7685	\$ 62.5064
	Utilities Director		
39	Peak Time City Attorney	\$ 80,302.38	\$ 136,514.07
		\$ 38.6069	\$ 65.6318
40	Asslstant City Manager	\$ 84,317.50	\$ 143,339.75
		\$ 40.5373	\$ 68.9133



## CITY OF THOMASVILLE JOB DESCRIPTION

**POSITION TITLE: POLICE OFFICER TRAINEE**

**DEPARTMENT: POLICE DEPARTMENT**

**SALARY: GRADE 24 \$38,626.82 - \$65,665.63**  
**(\$18.57-\$31.57 Per Hour)**

**FLSA CLASS: NON-EXEMPT HOURLY POSITION**

### DEPARTMENT OVERVIEW:

The police department has the responsibility of providing a diverse variety of services and police functions to the community. These services include protecting the rights and liberties of citizens, preventing and controlling crime, arresting offenders, aiding citizens in distress, resolving conflicts, and maintaining general order for the safety of all citizens. We believe that our primary mission is to serve our citizens by developing partnerships with the community in order to protect life and property, prevent crime, and resolve problems.

The Thomasville Police Department is structured in a way that makes Thomasville a safer place to visit, work, and live. The police department is currently comprised of 68 sworn officers and are supported by six civilian staff members that work in concert to achieve the department's mission. The [Department's organization](#) is divided into three major components under the Office of the Chief; the Field Operations Bureau; and Investigative/Support Services Bureau.

#### Police Academy

The primary objective of the Police Academy is to provide the knowledge and skills considered essential to successful performance of the patrol function within the Thomasville Police Department, and which can best be taught and learned in a classroom environment. This course sets the stage for further student development in the Field Training Program. This course of instruction is designed to familiarize the trainee with the fundamentals of modern police work. The curriculum is structured to include subjects of immediate and routine concern to police officers who will be assigned to the Patrol Bureau and perform the basic patrol function of the department.

The school term is composed of lectures, demonstrations, role-playing exercises, video and films, practical field exercises, class discussions, and scheduled examinations. The school consist of 720 hours covering 35 topics. The student must pass all topic areas to graduate. Upon completion, the student must pass the state exam to be certified by NC Training and Standards.

## DESCRIPTION OF DUTIES:

This position is accountable to perform the duties, responsibilities and expectations of a Police Trainee/Recruit assigned to a North Carolina certified police academy including but not limited to the following:

- Attends, participates and successfully completes a P.O.S.T. certified police training academy and passes all required classes, scenarios, physical training and other assigned duties and tasks.
- Performs rigorous physical training.
- Learns the use and care of firearms, chemical agents, and other weapons.
- Learns to drive a motor vehicle under normal and emergency conditions safely.
- Understands and carries out oral and written directions.
- Learns to establish and maintain effective working relationships with those contacted in the course of employment; learns principles and practices of effective interpersonal communication and good customer service.
- Learns to understand, interpret and apply criminal and civil laws, court decisions, regulations, policies and procedures with particular reference to the laws of arrest, use of force, custody, search and seizure, juvenile laws and procedures, property crimes, crimes against persons, crimes against children, sex crimes, domestic violence, missing persons, weapons violations, alcohol, and controlled substances.
- Demonstrates the ability to learn and implement police methods and procedures including patrol techniques, vehicle stops, response to crimes in progress, apprehension of suspects, defensive tactics, traffic enforcement, control and collision investigation, crowd control, and gang and terrorism awareness.
- Demonstrates the ability to learn and implement crime scene management, forensics, collection, preservation and presentation of evidence; identification techniques; interviewing and interrogation techniques.
- Demonstrates the ability to learn the community policing philosophy, crime prevention, victimology/crisis intervention, cultural diversity/discrimination, and people with disabilities.
- Maintains a moral, ethical, and legal standard commensurate with the Law Enforcement Code of Ethics; inspires public confidence through personal integrity, leadership, professional appearance and actions.
- Upon successful completion of academy instruction and graduation, the employee receives further training, as a sworn Police Officer in the Field Training Officer Program and is responsible for performing related duties as required.

## **RESPONSIBILITIES:**

### Authority

Under the direction of the Chief of Police, the Police Officer Recruit is a non-sworn civilian employee and attends a North Carolina certified police academy (BLET) to learn and perform the responsibilities of an entry-level Police Officer. Upon graduation from the academy and award of the Basic Certificate by NC Training and Standards, the Police Officer Recruit becomes a probationary Police Officer and performs work under general instructions, but with established policies and procedures.

### Rank

Police Officer Recruit shall be the ranks assigned to this classification but will not be denoted by any uniform insignia. This position will report to the Support Services Lieutenant and Sergeant while in BLET.

## **KNOWLEDGE, SKILLS AND ABILITIES:**

- Possess a high school diploma or G.E.D. equivalent certification.
- Be at least 20 ½ years of age upon acceptance to enroll in a North Carolina certified academy.
- Be a United States citizen or a resident alien who is eligible to work in the United States and has applied for citizenship at least one year prior to the date of application to this position.
- Not have any felony, domestic violence or misdemeanor assault convictions.
- Ability to legally possess a firearm in the State of North Carolina.
- Meet the written, physical, psychological background standards set by North Carolina Training and Standards.
- Complete and successfully pass all aspects of the designated North Carolina basic academy.
- Ability to maintain and establish effective working relationships with the general public and co-workers.
- Ability to communicate effectively and respectfully with members of the general public in formal, stressful and relaxed settings.
- Ability to follow oral and written instructions accurately and effectively.
- Ability to acquire knowledge of the policies, procedures and services of the department to which assigned.
- Ability to acquire knowledge of technical detail in relation to departmental policy interpretation.
- Performs other work related duties as assigned.

## **PHYSICAL REQUIREMENTS:**

Work requires the ability to see, hear, speak and the physical ability to move freely and frequently on foot as needed. Work requires dexterity in the hands and excellent hand-eye coordination for handling and operating firearms, and operation of standard Police equipment and technology. Visual acuity is necessary to read handwritten and typewritten materials and to operate a computer.

**DESIRABLE TRAINING AND EXPERIENCE:**

Any combination of education and experience equivalent to an associate degree in Criminal Justice or related field of study. Previous experience working in public safety a plus. Experience working with Microsoft Office Suite is a plus (Email, Excel, Word, PowerPoint and other business software). Bilingual English and Spanish speaking abilities are highly desirable.

**SPECIAL REQUIREMENTS:**

This position requires a valid Class C Department of Motor Vehicles driver's license.

**APPLICATION PROCESS:**

Applications can be obtained from and submitted to the Human Resources Department, located in City Hall at 10 Salem Street, Thomasville, NC, 27361. Candidates may also submit applications directly online via the Employment Opportunities page of the City of Thomasville's website at <https://www.thomasville-nc.gov>.

**SELECTION PROCESS:**

Police Trainees are appointed by the Chief of Police. Applications will be reviewed to select the best qualified candidates for further consideration. The selection process will include a structured interview. This position is open until filled.

**AN EQUAL EMPLOYMENT OPPORTUNITY:**

The City of Thomasville is an Equal Opportunity Employer and does not discriminate on the basis of race, religion, color, sex, gender identity, sexual orientation, age, non-disqualifying physical or mental ability, national origin, veteran status or any other basis as applicable by law. All employment is decided on the basis of qualifications, merit, and organizational needs.

The City of Thomasville reserves the right to modify this job description as appropriate according to statutory compliance requirements and organizational needs.



## **CITY OF THOMASVILLE JOB DESCRIPTION**

**POSITION TITLE: RECORDS/COMMUNICATION SUPERVISOR**

**DEPARTMENT: POLICE DEPARTMENT**

**SALARY: GRADE 24 \$ 36,787.45 - \$ 62,538.06**

**(\$17.68- \$30.06 Per Hour)**

**FLSA CLASS: NON-EXEMPT HOURLY POSITION**

### **DEPARTMENT OVERVIEW:**

The police department has the responsibility of providing a diverse variety of services and police functions to the community. These services include protecting the rights and liberties of citizens, preventing and controlling crime, arresting offenders, aiding citizens in distress, resolving conflicts, and maintaining general order for the safety of all citizens. We believe that our primary mission is to serve our citizens by developing partnerships with the community in order to protect life and property, prevent crime, and resolve problems.

The Thomasville Police Department is structured in a way that makes Thomasville a safer place to visit, work, and live. The police department is currently comprised of 68 sworn officers and are supported by six civilian staff members that work in concert to achieve the department's mission. The [Department's organization](#) is divided into three major components under the Office of the Chief; the Field Operations Bureau; and Investigative/Support Services Bureau.

### **DESCRIPTION OF DUTIES:**

The Records/Communication Supervisor provides supportive services to the Police Department, the City of Thomasville and the general public by researching, retaining and retrieving data. This position is accountable to perform their duties within legal authority. Responsibilities and expectations of a Police Records/Communication Supervisor include but are not limited to the following:

- Train, assign, direct, supervise, and evaluate assigned Records personnel.
- Plan and supervise the functions of assigned personnel.
- Review and approve the department electronic timecard of assigned personnel for completeness and accuracy; Approve leave requests in accordance with Departmental need.



- Ensures proper maintenance of data base of official criminal and other departmental records; enters and verifies data and maintains all records and files; extracts and summarizes data; prepares weekly, monthly or annual special reports as required; ensures that the appropriate police forms are completed in a timely fashion; reviews daily logs, warrants and reports of departmental staff for completeness and compliance regulations.
- Utilizes the Police Department's computer in matters of analysis and report preparation. Responsible for assuring submission and accuracy of information related to records management systems.
- Serve as the Terminal Agency Coordinator as the direct liaison between the SBI/DCI and the Department. Responsible for preparing and coordinating Departmental audits.
- Serve as FTO for new personnel; trains and tests Department personnel in the use and security of automated federal, state and local law enforcement information and telecommunications systems (i.e. RMS, e-Citation, NCAWARE, e-Citation and Mobile Field Reporting in relationship to Records.)
- Organize and supervise an efficient system for data entry of all records.
- Develop, coordinate, and implement appropriate departmental forms, review periodically for changes and maintain sufficient supply of all forms.
- Learn and apply new procedures as required by position.
- Conduct performance appraisals of assigned personnel.

## **RESPONSIBILITIES:**

### Authority

Subject to law, rules of the Department, and directions of the Chief of Police, appropriate commanding officers and supervisors, the Records Supervisor shall have immediate authority over assigned subordinates and over related matters to operations and discipline.

### Rank

The Records Supervisor is a civilian position and shall be classified in accordance with the Town's position classification plan. This position will report to the Police Services Manager.

## **KNOWLEDGE, SKILLS AND ABILITIES:**

- Possess a high school diploma or G.E.D. equivalent certification (required).
- Division of Criminal Information (DCI) Certification, Notary Public Certification, Evidence Management & Supervisory Training, DCI Tact within 6 months of hire.
- Possess 4-6 years of experience in a public safety office setting, administrative position, record keeping, telephone support, or customer service.
- Be a United States citizen or a resident alien who is eligible to work in the United States.
- Possess a valid Class C Department of Motor Vehicles driver's license.

- Ability to maintain and establish effective working relationships with the general public and co-workers.
- Ability to provide excellent customer service to the general public and co-workers.
- Ability to communicate effectively and respectfully with members of the general public and co-workers.
- Ability to follow oral and written instructions accurately and effectively.
- Ability to acquire knowledge of the policies, procedures and services of the department to which assigned.
- Ability to acquire knowledge of technical detail in relation to departmental policy interpretation.
- Performs other work related duties as assigned.

## **PHYSICAL REQUIREMENTS:**

The physical demand described here are representative of those that which must met by an employee to successfully perform the essential functions of this job. Reasonable accommodations are available to enable individuals with disabilities to perform the essential functions.

This position is primarily sedentary and located in an office environment. Work often requires the ability to see, hear, speak and the physical ability to move freely and frequently on foot as needed. While performing the duties of the job, the employee is frequently required to talk, be able to hear, sit for extended periods of time, use hands to finger, handle, feel or operate objects, or controls; and reach with hands and arms. The employee is often required to stand or walk.

Requires the ability to effectively communicate in person, via telephone, radio and or computer. Work requires dexterity in the hands and excellent hand-eye coordination for handling public and confidential records, and operation of standard office equipment and technology. Visual acuity is necessary to read handwritten and typewritten materials and to operate a computer.

The employee must occasionally lift and/or move up to 25 pounds.

## **DESIRABLE TRAINING AND EXPERIENCE:**

Any combination of education and experience equivalent to an associate degree in Criminal Justice or related field of study. Previous experience working in public safety environment a plus. Experience with DCI/NCIC administrative codes and policies. Experience with legal processes, documents and terminology. One to two years of previous experience as a supervisor is a plus.

Experience working with Microsoft Office Suite is a plus (Email, Excel, Word, PowerPoint and other business software). Bilingual English and Spanish speaking abilities are highly desirable.

## **SPECIAL REQUIREMENTS:**

This position requires a valid Class C Department of Motor Vehicles driver's license.

## **APPLICATION PROCESS:**

Applications can be obtained from and submitted to the Human Resources Department, located in City Hall at 10 Salem Street, Thomasville, NC, 27361. Candidates may also submit applications directly online

via the Employment Opportunities page of the City of Thomasville's website at <https://www.thomasville-nc.gov>.

**SELECTION PROCESS:**

Records/Communications Supervisors are appointed by the Chief of Police. Applications will be reviewed to select the best qualified candidates for further consideration. The selection process will include a structured interview. This position is open until filled.

**AN EQUAL EMPLOYMENT OPPORTUNITY:**

The City of Thomasville is an Equal Opportunity Employer and does not discriminate on the basis of race, religion, color, sex, gender identity, sexual orientation, age, non-disqualifying physical or mental ability, national origin, veteran status or any other basis as applicable by law. All employment is decided on the basis of qualifications, merit, and organizational needs.

The City of Thomasville reserves the right to modify this job description as appropriate according to statutory compliance requirements and organizational needs.



## **CITY OF THOMASVILLE JOB DESCRIPTION**

**POSITION TITLE: DOWNTOWN ECONOMIC DEVELOPMENT DIRECTOR**

**DEPARTMENT: ADMINISTRATION**

**SALARY: GRADE 27 \$ 44,715.38- \$ 76,016.15**  
**(\$21.49 - \$ 34.80 PER HOUR)**

**FLSA CLASS: SALARIED EXEMPT POSITION**

### **DEPARTMENT OVERVIEW:**

The Administrative Department works collaboratively with public and private entities within the City of Thomasville and Davidson County to revitalize and modernize its infrastructure and operations for a growing population. The City is engrained with a strong sense of community and public service.

With an annual operating budget of over \$45 million, the City is responsible for establishing and maintaining key infrastructure, multipurpose public facilities and parks, and most recently, a \$6.5 million initiative to construct a new state of the art aquatic community center. As an integral employer within the City limits, the City has approximately 300 employees that serve in administrative, public works and public safety roles.

This role will principally work in conjunction with PACE Downtown. PACE Downtown, is a 501 c3 non-profit organization that is dedicated to revitalizing Thomasville's downtown through utilization of the Main Street America's structure for revitalization.

### **DESCRIPTION OF DUTIES:**

Primary responsibilities and expectations of a Downtown Economic Development Director include, but are not limited to the following:

- Coordinate economic development activities of the City, PACE, and other 3<sup>rd</sup>-party entities, ensuring that communication between organizations is well established.
- Manage all administrative aspects of the Economic Development / prospective Main Street program, including purchasing, record keeping, budget development and accounting, preparing all reports required by the state Main Street program and by the National Main Street Center,

assisting with the preparation of reports to funding agencies and supervising part-time employees or consultants, (as needed).

- Develop, in conjunction with the PACE Downtown's board of directors, downtown economic development strategies based on historic preservation and utilize the community's human and economic resources. Become familiar with all persons and groups directly or indirectly involved in the downtown commercial district.
- Remaining mindful of the roles of various downtown interest groups, assist the PACE Downtown's board of directors and committees in developing an annual action plan for implementing a downtown revitalization program. The plan should define a five-year vision for downtown, a mission for the organization charged with bringing the plan to fruition, an implementation strategy, economic development strategies, goals and objectives, and actions and tasks for implementation focused on four areas:
  - Design/Historic preservation.
  - Promotion.
  - Organization/Management; and
  - Economic vitality/development.
- Develop and conduct ongoing public awareness and education programs designed to enhance appreciation of the downtown's architecture and other assets and to foster an understanding of the downtown development program's goals and objectives.
- Utilize website(s), social media, speaking engagements, media interviews and personal appearances to engage the public in a positive manner and effectively promote the program. Collaborate with PACE Downtown's promotions committee, Tourism, Nixle and all City departments to promote presence on social media and websites through interconnectivity.
- Assist individual tenants or property owners with physical improvement projects through personal consultation or by obtaining and supervising professional design consultants.
- Assist in locating appropriate contractors and materials; when possible, participate in supervision/oversight of construction projects.
- Provide advice and guidance on necessary financial mechanisms for physical improvements.
- Assess the management capacity of major downtown organizations and encourage improvements in the downtown community's ability to carry out joint activities such as promotional events, business recruitment, parking management and so on.
- Consult with downtown merchants' organizations, PACE Downtown, and other 3<sup>rd</sup>-party entities on downtown development program activities and goals. The Director will help coordinate joint promotional events, such as seasonal festivals or cooperative retail promotional events, in order to improve the quality and success of events and attract people downtown. Provide advice and information on successful downtown management.

- Work closely with local media to ensure maximum coverage of promotional activities; encourage design excellence in all aspects of the promotion in order to advance an image of quality for the downtown.
- Help build strong and productive working relationships with appropriate public agencies at the local and state levels.
- Utilize the Main Street program's format to develop and maintain data systems and track the process and progress of the local prospective Main Street program. These systems should include economic monitoring, individual building files, thorough photographic documentation of all physical changes and information on job creation and business retention.
- Represent the community to important constituencies at the local, regional, state, and national levels. Speak effectively on the program's directions and findings, always mindful of the need to improve state and national economic development policies as they relate to smaller communities.
- Is responsible for implementing the prospective Main Street Program within the MSD and encouraging a cooperative and responsive environment among downtown stakeholders including merchants, local public officials, and economic development interests and partners.
- Duties include managing all aspects of the prospective Main Street program, attending all required meetings, and submitting all requested reports on a timely basis; participating in developing and presenting operating budgets; and enforcing fiscally responsible policies and procedures pertaining to the operating budget and the annual audit.

## **RESPONSIBILITIES:**

The Downtown Economic Development Director (program director) is responsible for the development, conduct, execution, and documentation of the Main Street program. This program director is the principal on-site staff person responsible for coordinating all program activities locally as well as for representing the community regionally, statewide, and nationally, as appropriate. In addition, the program director should help guide the organization as it grows and as its objectives evolve. This goal will be achieved through monthly attendance of the PACE Downtown board meetings. The Downtown Economic Development Director is a City of Thomasville employee and will be principally accountable to the Assistant City Manager and serves as a liaison to the People Achieving Community Excellence (P.A.C.E.) Board of Directors AKA PACE Downtown.

The Downtown Economic Development Director (program director) will implement economic development strategies based on historic preservation and promotion of the downtown area. Also, assist businesses and property owners with building improvements through consultations and use of design consultants and grants; and work with various stakeholder groups such as; City of Thomasville government officials, the PACE Downtown Board of Directors, Beautification, Tourism, Chamber of Commerce and the community to achieve the development goals of the Downtown.

### Resource Management Responsibilities

The program director supervises all necessary temporary or permanent employees, as well as professional consultants. The director participates in personnel and program evaluations. The program

director maintains downtown development records and reports, establishes technical resource files and libraries, and prepares regular reports for the prospective state Main Street program's consideration and the National Main Street Center. The program director monitors the annual program budget and maintains financial records.

## **KNOWLEDGE, SKILLS AND ABILITIES:**

- Excellent oral and written communication skills are essential.
- Dynamic innovative self-starter.
- Marketing or advertising skills desired.
- Entrepreneurship and good organizational skills.
- Fundraising experience.
- Professional and/or academic economic development experience strongly desired.
- Familiarity with historic preservation and related skills highly desired.
- Experience in administrative management.
- Strong computer skills including word processing, database, and spreadsheet applications.
- Experience working with Microsoft Office Suite is a plus (Email, Excel, Word, PowerPoint and other related business software).
- Supervisory and leadership skills are desirable.
- Ability to communicate effectively and respectfully with members of the public and co-workers.
- Ability to follow oral and written instructions accurately and effectively.
- Ability to acquire knowledge of the policies, procedures and services of the organizations.
- Ability to acquire knowledge of technical detail in relation to departmental policy interpretation.
- Bilingual English and Spanish speaking abilities are desirable.
- Performs other work related duties as assigned.

## **PHYSICAL REQUIREMENTS:**

The physical demand described here are representative of those that which must met by an employee to successfully perform the essential functions of this job. Reasonable accommodations are available to enable individuals with disabilities to perform the essential functions.

Work is primarily in an office setting. Some outdoor work is required. Hand-eye coordination is necessary to operate computers and various pieces of office equipment.

While performing the duties of the job, the employee is frequently required to talk, be able to hear, sit for periods of time, use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is often required to stand or walk.

The employee must occasionally lift and/or move up to 25 pounds.

## **DESIRABLE TRAINING AND EXPERIENCE:**

Graduation from an accredited four-year college or university with a BS or BA degree preferred. Five - years' experience in community development, business, entrepreneurship or downtown development. Any equivalent combination of education and experience, with additional education substituting on a year for year basis for the required experience.



The program director should have education and/or experience in one or more of the following areas of study:

- Architecture;
- Historic preservation;
- Economics;
- Finance;
- Public Relations;
- Design;
- Journalism;
- Planning;
- Business Administration;
- Entrepreneurship;
- Public Administration;
- Retailing; and/or
- Volunteer or non-profit administration/ and or small business development.

The program director must be sensitive to design and preservation issues. The director must understand the issues confronting downtown business people, property owners, public agencies, and community organizations. The director must be entrepreneurial, energetic, imaginative, well organized, and capable of functioning effectively in an independent situation.

### **SPECIAL REQUIREMENTS:**

This position requires a valid Class C Department of Motor Vehicles driver's license.

### **APPLICATION PROCESS:**

Applications can be obtained from and submitted to the Human Resources Department, located in City Hall at 10 Salem Street, Thomasville, NC, 27361. Candidates may also submit applications directly online via the Employment Opportunities page of the City of Thomasville's website at <https://www.thomasville-nc.gov>.

### **SELECTION PROCESS:**

Applications will be reviewed to select the best-qualified candidates for further consideration. The selection process will include a structured interview. This position is open until filled.

### **AN EQUAL EMPLOYMENT OPPORTUNITY:**

The City of Thomasville is an Equal Opportunity Employer and does not discriminate on the basis of race, religion, color, sex, gender identity, sexual orientation, age, non-disqualifying physical or mental ability, national origin, veteran status or any other basis as applicable by law. All employment is decided on the basis of qualifications, merit, and organizational needs.

The City of Thomasville reserves the right to modify this job description as appropriate according to statutory compliance requirements and organizational needs.

Effective Date: June 20, 2022

The Thomasville Personnel Policy provides for the implementation of General Statute 143-166.42. Special Separation Allowance for Local Officers. State law allows local governments to determine the eligibility of employees for the benefits provided (See enclosed General Statute).

At this time, the current Thomasville Policy is that if an officer is re-employed in any capacity by the state of North Carolina or any of its political subdivisions the separation allowance ends. The issue that arises is that our retired officers are not eligible to work part-time work for any law enforcement agency, including our own, without losing the supplement.

It is my recommendation to adjust this policy to match Davidson County and other local jurisdictions to allow for part-time work (less than 19 hours per week). The proposed language is as follows:

## **Article XII. Employee Benefits**

### **Section 6. Law Enforcement Officers 401-K Plan and Separation Allowance**

- A. The City shall provide a contribution to a 401-K plan for active law enforcement officers and a special separation allowance to qualified officers who retire early or who leave service early and who meet all of the following qualifications:
- 1) The officer must have completed thirty (30) years or more of creditable service or have attained fifty-five (55) years of age and completed five (5) or more years of creditable service.
  - 2) The officer must not yet be age sixty-two (62).
  - 3) The officer must have completed at least five (5) years of continuous service as a law enforcement officer immediately before service retirement.

Payment of the separation allowance will cease if the officer (1) reaches age sixty-two (62), (2) dies or (3) ~~is re-employed in any capacity by the state of North Carolina or any of its political subdivisions.~~ The separation allowance ceases the first day the officer becomes employed, in any capacity, by another North Carolina Local Governmental Employees Retirement System employer, except that a local government employer may employ retired officers in a public safety position in a capacity not requiring participation in the Local Governmental Employees' Retirement System, and doing so shall not cause payment to cease to those officers under the provisions of G.S. 143-166.42. This provision is retroactive to May 20, 2022.

Adopted by City Council June 20, 2022

Certified by \_\_\_\_\_

Wendy Martin, City Clerk

**§ 143-166.42. Special separation allowances for local officers.**

(a) On and after January 1, 1987, every sworn law enforcement officer as defined by G.S. 128-21(11d) or G.S. 143-166.50(a)(3) employed by a local government employer who qualifies under this section shall receive, beginning in the month in which the officer retires on a basic service retirement under the provisions of G.S. 128-27(a), an annual separation allowance equal to eighty-five hundredths percent (0.85%) of the annual equivalent of the base rate of compensation most recently applicable to the officer for each year of creditable service. The allowance shall be paid in equal installments on the payroll frequency used by the employer. To qualify for the allowance, the officer shall:

- (1) Have (i) completed 30 or more years of creditable service or (ii) have attained 55 years of age and completed five or more years of creditable service; and
- (2) Not have attained 62 years of age; and
- (3) Have completed at least five years of continuous service as a law enforcement officer as herein defined immediately preceding a service retirement. Any break in the continuous service required by this subsection because of disability retirement or disability salary continuation benefits shall not adversely affect an officer's qualification to receive the allowance, provided the officer returns to service within 45 days after the disability benefits cease and is otherwise qualified to receive the allowance.

(b) As used in this section, "creditable service" means the service for which credit is allowed under the retirement system of which the officer is a member, provided that at least fifty percent (50%) of the service is as a law enforcement officer as herein defined.

(c) Payment to a retired officer under the provisions of this section shall cease at the first of:

- (1) The death of the officer;
- (2) The last day of the month in which the officer attains 62 years of age; or
- (3) The first day of reemployment by a local government employer in any capacity.

(c1) Notwithstanding the provisions of subdivision (3) of subsection (c) of this section, payments to a retired officer shall not cease when a local government employer employs a retired officer for any of the following:

- (1) In a public safety position in a capacity not requiring participation in the Local Governmental Employees' Retirement System.
- (2) In service to a county board of elections on an election day in a capacity that complies with G.S. 128-21(19) and does not result in cessation or suspension of the retiree's benefit from the Local Government Employees' Retirement System.

(d) This section does not affect the benefits to which an individual may be entitled from State, local, federal, or private retirement systems. The benefits payable under this section shall not be subject to any increases in salary or retirement allowances that may be authorized by local government employers or for retired employees of local governments.

(e) The governing body of each local employer shall determine the eligibility of employees for the benefits provided herein.

(f) The governing body of each local employer shall make the payments set forth in subsection (a) of this section to those persons certified under subsection (e) of this section from funds available. (1985 (Reg. Sess., 1986), c. 1019, s. 2; 2009-396, s. 1; 2018-25, s. 1.)

**CITY OF THOMASVILLE, NORTH CAROLINA  
FRANCHISE TO OPERATE A TRANSPORTATION SERVICE**

**JANET BARCLAY DBA EXPRESS CAB**

**BE IT REMEMBERED** that the Thomasville City Council, at meetings duly convened on May 16, 2022 and June 20, 2022, authorized the renewal of the taxi franchise to Janet Barclay DBA Express Cab (hereinafter called **GRANTEE**) to operate a transportation service on the streets, alleys and public ways within the Thomasville City limits for transporting passengers and their baggage for hire. Effective date shall begin on the acceptance date by **GRANTEE**. Franchise expires July 1, 2023.

**GRANTEE** shall operate such service in accordance with and under the provisions of Chapter 86 of the Thomasville City Code, as amended, the City Charter and all City ordinances which pertain to the operations of Grantee's business and the laws of the State of North Carolina under this franchise.

The granting of this franchise shall in no way imply that said franchise is exclusive; and the City reserves the right at any time to grant additional franchises to qualified applicants if and when the City Council shall determine that the public convenience and necessity would best be served by such additional franchise or franchises.

Within ten days following the date hereof, the **GRANTEE** shall in writing hereon indicate his acceptance of this franchise and his agreement to the terms and provisions hereof, and agrees to operate said transportation service in compliance with the terms and conditions thereof.

This the 20<sup>th</sup> day of June, 2022.

\_\_\_\_\_  
Raleigh York, Jr., Mayor

\_\_\_\_\_  
Wendy S. Martin, City Clerk

**GRANTEE'S ACCEPTANCE**

**Janet Barclay DBA Express Cab hereby accepts the foregoing franchise and agrees to operate its transportation service in accordance with the terms and provisions of said franchise, including the provisions of Chapter 86 of the Thomasville City Code, the Thomasville City Charter, all other City Ordinances pertaining to Grantee's business and the Laws of the State of North Carolina.**

**This the \_\_\_\_\_ day of June, 2022.**

**Janet Barclay DBA Express Cab**

\_\_\_\_\_**(SEAL)**  
**Janet Barclay, Owner**

2022-23

101

Date Received 4/4/22

By Wendy Martin

## CITY OF THOMASVILLE

### Application for Franchise to Operate a Transportation Service

Return to: Office of the City Manager, P.O. Box 368, 10 Salem Street, Thomasville, NC 27360

Type Transportation Service: See Transportation Services defined on reverse side of this application. Check appropriate box

☐ Contract Vehicle ☐ Limousine Service ☒ Taxicab Service ☐ Transportation Service

Name and Address of Individual or Company Seeking a Franchise:

Express Cab - Thomasville  
Name  
14 West Main Street, Suite 210  
Street Address  
Thomasville, NC 27360  
City/State

336-472-5553  
Phone No.

If a Partnership/Corporation, List All Persons with Ownership Rights:

<u>Janet Barclay</u>	<u>5334 Kaniter Ct.</u>	<u>Archdale NC</u>	<u>336-688-2054</u>
Name	Street Address	City State	Phone No.
_____	_____	_____	_____
Name	Street Address	City State	Phone No.
_____	_____	_____	_____
Name	Street Address	City State	Phone No.

Will operation be based within the City of Thomasville? ☒ Yes ☐ No  
If no, please explain: \_\_\_\_\_

List Applicant(s) Experience in Transportation Services:

Name <u>Janet Barclay</u>	Experience <u>Management - 4 years</u>
Name _____	Experience _____
Name _____	Experience _____
Name _____	Experience _____

Number of Units Expected to be based in Thomasville 2

Hours of Operation 6 a.m. to 4 p.m. Days of Operation 6

Comments:

Janet Barclay  
Signature of Applicant

\_\_\_\_\_  
Signature of Applicant

# Memo

**To:** Michael Brandt, Wendy Martin, and Public Safety Committee

**From:** Lieutenant John W. Elgin, Thomasville Police Department

**Date:** March 30, 2022

**Re:** Yearly Taxi Business Inspection for 2021

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The taxi business operating as Express Cab in Thomasville has been inspected by the Thomasville Police Department and meets the requirements to operate within the City of Thomasville. Express Cab currently has two vehicles operating as taxis. All employed drivers of the business possess a valid N.C. driver's license and a valid City of Thomasville Taxi permit. The vehicles have passed the safety inspection and are currently insured, with valid registration and N.C. inspection. The business information and vehicles are as listed:

**COMPANY NAME:** Express Cab  
**ADDRESS:** 14 West Main Street, Suite 210  
Thomasville N.C. 27360

**TELEPHONE:** (336) 472-5553

**OWNER / CONTACT:** Janet Boyd Barclay

(1)	<b>VEHICLE: 1</b>	<b>V.I.N.: 2D4GP44L77R244267</b>	<b>REGISTRATION: TB-6072</b>
	<b>MAKE: Dodge</b>	<b>MODEL: Grand Caravan</b>	<b>YEAR: 2007      COLOR: Silver</b>
(2)	<b>VEHICLE: 2</b>	<b>V.I.N.: 2D4GP24R35R203222</b>	<b>REGISTRATION: TB-8986</b>
	<b>MAKE: Dodge</b>	<b>MODEL: Grand Caravan</b>	<b>YEAR: 2004      COLOR: Blue</b>

**Insurance Information:**

Government Employees Insurance Company, Policy Number: 4520-43-48-71  
One GEICO Boulevard, Fredericksburg, VA 22412-0003  
1-800-841-3000

**Date of Inspection:** March 30, 2022

**Lieutenant John W. Elgin**  
**Training/Logistics/Personnel**





**POLICE**  
Thomasville, NC

**Passenger Vehicle for Hire Inspection**

**DATE:** 03/30/2022

**COMPANY NAME:** Express Cab

**ADDRESS:** 14 West Main Street, Suite 210. Thomasville N.C. 27360

**TELEPHONE:** (336) 472-5553

**OWNER / CONTACT:** Janet Boyd Barclay

**VEHICLE: 1**

**V.I.N.:** 2D4GP44L77R244267

**REGISTRATION:** TB-6072

**MAKE:** Dodge

**MODEL:** Grand Caravan

**YEAR:** 2007

**COLOR:** Silver

**Rates posted:** Yes

**LIGHTS:**

Yes

**WIPERS:** Yes

**HORN:** Yes

**TIRES:** Yes

**Cleanliness:**

Y

**REMARKS:**

**OFFICER:** Lt. J.W. Elgin



**POLICE**  
Thomasville, NC

**Passenger Vehicle for Hire Inspection**

**DATE:** 03/30/2022

**COMPANY NAME:** Express Cab

**ADDRESS:** 14 West Main Street, Suite 210. Thomasville N.C. 27360

**TELEPHONE:** (336) 472-5553

**OWNER / CONTACT:** Janet Boyd Barclay

**VEHICLE:** 2

**V.I.N.:** 2D4GP24R35R203222

**REGISTRATION:** TB-8996

**MAKE:** Dodge

**MODEL:** Grand Caravan

**YEAR:** 2005

**COLOR:** Blue

**Rates posted:**

**Yes**

**LIGHTS:**

**Yes**

**WIPERS:** Yes

**HORN:** Yes

**TIRES:** Yes

**Cleanliness:**

**Y**

**REMARKS:**

**OFFICER:** Lt. J.W. Elgin



Tel: 1-800-841-3000

Government Employees Insurance Company  
One GEICO Boulevard  
Fredericksburg, VA 22412-0003

## Declarations Page

This is a description of your coverage.  
Please retain for your records.

**Policy Number: 4520-43-48-71**

**Coverage Period:**

11-29-21 through 05-29-22

12:01 a.m. local time at the address of the named insured.

Date Issued: October 18, 2021

Item 1:

JOHN A BARCLAY AND JANET B  
BARCLAY  
14 W MAIN ST STE 210  
THOMASVILLE NC 27380-3970

Email Address: expresscabtville@gmail.com

**Named Insured**

John Archibald Barclay IV  
Janet Boyd Barclay

**Additional Drivers**

None

<b><u>Vehicles</u></b>	<b><u>VIN</u></b>	<b><u>Vehicle Location</u></b>	<b><u>Finance Company/ Lienholder</u></b>
1 2005 Dodge Gr Cara SE	2D4GP24R35R203222	THOMASVILLE NC 27380-3970	
2 2007 Dodge Grcarsxtse	2D4GP44L17R244426	THOMASVILLE NC 27380-3970	
<b><u>Coverages*</u></b>	<b><u>Limits and/or Deductibles</u></b>	<b><u>Vehicle 1</u></b>	<b><u>Vehicle 2</u></b>
Bodily Injury Liability Each Person/Each Occurrence	\$100,000/\$300,000	\$1,859.18	\$1,859.00
Property Damage Liability	\$50,000	\$944.00	\$944.00
Uninsured & Underinsured Motorists Each Person/Each Occurrence	\$100,000/\$300,000	\$13.50	\$13.50
Property Damage	\$50,000	\$0.50	\$0.50
<b>Six Month Premium Per Vehicle</b>		<b>\$2,817.16</b>	<b>\$2,817.00</b>
<b>Total Six Month Premium</b>			<b>\$5,634.16</b>

\*Coverage applies where a premium or \$0.00 is shown for a vehicle.

If you elect to pay your premium in installments, you may be subject to an additional fee for each installment. The fee amount will be shown on your billing statements and is subject to change.

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Renewal Page 9 of 22

\*4000014520-43-487132012012591\*



North Carolina Governor's Highway Safety Program  
**LOCAL GOVERNMENTAL RESOLUTION**

WHEREAS, the City of Thomasville, North Carolina (herein called the "Agency")

(The Applicant Agency)

has completed an application contract for traffic safety funding; and that The Thomasville  
(The Governing Body of the Agency)

City Council (herein called the "Governing Body") has thoroughly considered the problem identified and has reviewed the project as described in the contract;

THEREFORE, NOW BE IT RESOLVED BY THE Thomasville City Council IN OPEN  
(Governing Body)

MEETING ASSEMBLED IN THE CITY OF Thomasville, NORTH CAROLINA,  
THIS 20th DAY OF June, 20 22, AS FOLLOWS:

1. That the project referenced above is in the best interest of the Governing Body and the general public; and
2. That Michael Brandt, City Manager is authorized to file, on behalf of the Governing  
(Name and Title of Representative)  
Body, an application contract in the form prescribed by the Governor's Highway Safety Program for federal funding in the amount of \$ 119,593.00 to be made to the Governing Body to assist in defraying  
(Federal Dollar Request)  
the cost of the project described in the contract application; and
3. That the Governing Body has formally appropriated the cash contribution of \$ 0.00 as  
(Local Cash Appropriation)  
required by the project contract; and
4. That the Project Director designated in the application contract shall furnish or make arrangement for other appropriate persons to furnish such information, data, documents and reports as required by the contract, if approved, or as may be required by the Governor's Highway Safety Program; and
5. That certified copies of this resolution be included as part of the contract referenced above; and
6. That this resolution shall take effect immediately upon its adoption.

DONE AND ORDERED in open meeting by \_\_\_\_\_  
(Chairperson/Mayor)  
Mayor Raleigh York, Jr.

ATTESTED BY \_\_\_\_\_  
(Clerk)  
Wendy Martin, City Clerk

SEAL

DATE June 20, 2022