

# AGENDA

Town of Valdese  
Town Council Meeting  
Tuesday, January 2, 2018

Meeting Time: 6:00 p.m.

Place: Valdese Town Hall  
102 Massel Avenue, SW

- I. Call Meeting to Order
- II. Invocation
- III. Pledge of Allegiance
- IV. Informational Items:
  - A. Communication Notes
  - B. Reading Material
- V. Open Forum/Public Comment
  - A. Big Brothers Big Sisters of Burke County Proclamation
- VI. Oaths of Office: Councilman Roy Sweezy - Ward 3
- VII. Consent Agenda: All items below are considered to be routine by the Town Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests. In which event the item will be removed from the Consent Agenda and considered under Item VII.
  - A. Approval of Regular Minutes of December 4, 2017
- VIII. Item(s) Removed from Consent Agenda
- IX. New Business:
  - A. Introduction of New Employee
  - B. CenturyLink Unified Communications Solution Contract
  - C. Continuation of Public Hearing - Intent to Close a Section of Whisnant Street
  - D. Purchase of Town Vehicles
  - E. Lease Agreement at the Old Rock School with Dr. Kyle Barnes
  - F. Downtown Development Presentation
  - G. Budget Amendments
- X. Mayor and Council Comments
- XI. Manager's Report:
  - A. Strategic Planning Session for Council scheduled for Monday, January 8, 2018, 6:00 p.m. at WPCOG Offices
  - B. Town Offices Closed on Monday, January 15, 2018, in Observance of Martin Luther King, Jr. Day
  - C. Next Council meeting scheduled for Monday, February 5, 2018
- XII. Adjournment

## COMMUNICATION NOTES

**To:** Mayor Black  
Town Council

**From:** Seth Eckard, Town Manager

**Date:** December 22, 2017

**Subject:** Tuesday, January 2, 2018 Council Meeting

VII. Consent Agenda:

**A. Approval of Regular Minutes – December 4, 2017**

IX. New Business:

**A. Introduction of New Employee –Wastewater Department**

Water Resources Director Greg Padgett will introduce Plant Maintenance Mechanic Tyler Vick.

**B. CenturyLink Unified Communications Solution Contract**

This item was presented at the November 6, 2017 Council meeting; however, staff requested that Council discuss it at a future meeting. Enclosed in the agenda packet is a memo from Planning Director Larry Johnson, a diagram of the effected departments and a contract agreement with Century Link detailing a unified communications solution. Funds have been allocated in the budget. This project will update phone service at the Town's remote departments, enhancing their communication capabilities and provide savings in long distance services. CenturyLink Representative Bill Davidson will be present to answer any questions.

**Requested Action:** Staff recommends that Council approve the contract with CenturyLink.

**C. Continuation of Public Hearing - Intent to Close a Section of Whisnant Street**

Enclosed in the agenda packet is a copy of the Resolution of Intent to close a section of Whisnant Street which called for a public hearing to be held on December 4, 2017. The public hearing was opened and continued to the January 2, 2018 meeting at which time construction of the project was expected to be complete, allowing staff to proceed with the closing and dedication of a portion of Whisnant Street. However, the property owner who was to purchase this property has concerns about the project. Staff is requesting the public hearing to be continued again.

**Requested Action:** Staff is requesting a continuance of the public hearing at the February 5, 2018 Council meeting.

**D. Purchase of Town Vehicles**

Enclosed in the agenda packet are requests from Public Works Director Bryan Duckworth seeking approval to purchase two town vehicles. A Ford Explorer, in the amount of \$27,247.05 and a F150 Pick Up, in the amount of \$23,225.21, will be purchased on State Contract from Asheville Ford. These vehicles will replace a 1996 Dodge Caravan and 2004 Chevy 1500 4x4 at Town Hall and Public Works, respectively. The replaced vehicles will be transferred to another department for use, upon purchase of new vehicles. Funds have been allocated in the budget through the Capital Improvements Plan.

**Requested Action:** Staff requests that Council approve the purchase of a Ford Explorer, in the amount of \$27,247.05 and a F150 Pick Up, in the amount of \$23,225.21, from Asheville Ford.

**E. Lease Agreement at the Old Rock School with Dr. Kyle Barnes**

Enclosed in your agenda packet is a lease agreement with Dr. Kyle Barnes. Dr. Kyle Barnes works with a current tenant, Dream Connections, Inc. Dream Connections, Inc. provides an adult day program service and Dr. Kyle Barnes offers patient care for their clients; he would like to rent the storage space located on the lower level of the Old Rock School for file storage/office space. This space is currently underutilized as a vending area. The space would be rented for \$50.00 per month.

**Requested Action:** Staff recommends that Council approve the lease agreement with Dr. Kyle Barnes for \$50.00 per month.

**F. Downtown Development Presentation**

In 2017, the downtown district has seen several new businesses open. The façade grant program has encouraged rehabilitation of three storefronts and existing businesses have relocated within Valdese to new locations. Staff believes that with more programs similar to the Façade Grant Program, additional buildings in downtown will become homes to successful businesses that will offer residents and visitors great services. Community Affairs Director Morrissa Angi will provide a brief presentation.

**G. Budget Amendments**

Enclosed in your agenda packet are two budget amendments prepared by Finance Director Jerry LaMaster; he will be at the meeting to present the amendments.

**Requested Action:** Staff recommends that Council approve the budget amendments as presented.

# READING MATERIAL



**VALDESE FIRE DEPARTMENT - MONTHLY ACTIVITY REPORT****October 1st-31st, 2017**

THE BELOW REPORT OUTLINES THE ACTIVITIES PERFORMED BY THE FIRE DEPARTMENT DURING THE MONTH OF OCTOBER, 2017. THE REPORT SHOWS THE AMOUNT OF TIME SPENT ON EACH ACTIVITY AND THE TYPE AND NUMBER OF EMERGENCY FIRE DEPARTMENT RESPONSES.

<b><u>ACTIVITY / FUNCTION</u></b>	<b><u>TOTAL HOURS</u></b>
STATION DUTY	114 HOURS
VEHICLE DUTY	118 HOURS
EQUIPMENT DUTY	46 HOURS
FIRE ADMINISTRATION	215 HOURS
TRAINING ADMINISTRATION	3 HOURS
MEETINGS	12 HOURS
FIRE PREVENTION ADMINISTRATION	63 HOURS
FIRE PREVENTION INSPECTIONS	2 HOURS
<b><u>TYPE / NUMBER OF INSPECTIONS:</u></b>	
ASSEMBLY	0
BUSINESS	3
DAYCARE	0
FACTORY	0
FOSTER HOME	0
MERCANTILE	0
RESIDENTIAL	0
STORAGE	0
<b>TOTAL INSPECTIONS:</b>	<b>3</b>
<b><u>VIOLATIONS NOTED:</u></b>	<b>0</b>
SAFE KIDS ADMIN/CRS INSPECTIONS	8 HOURS
PUBLIC RELATIONS	45 HOURS
HYDRANT MAINTENANCE	0 HOURS
SAFETY ADMINISTRATION	20 HOURS
PHYSICAL TRAINING	27 HOURS
TRAINING	44 HOURS
ON-DUTY EMERGENCY RESPONSES	56 HOURS
OFF-DUTY EMERGENCY RESPONSES	72 HOURS
FIRE/MEDICAL STANDBY	25 HOURS
OFF-DUTY TRAINING	12 HOURS
<b>TOTAL TRAINING MANHOURS:</b> (INCLUDES VOLUNTEER FIREFIGHTERS)	<b>100 HOURS</b>

**FIRE DEPARTMENT EMERGENCY RESPONSES:****FIRE:**

ALARM	5
GAS ODOR/LEAK	0
STANDBY	1
SMOKE ODOR	2
SERVICE CALL	1
TREE/LINE DOWN	2
ELECTRICAL	1
MUTUAL AID TO STATION 66	1
MUTUAL AID TO STATION 63	1
MUTUAL AID TO STATION 64	2
STRUCTURE	<u>1</u>
	<b>15</b>

**MEDICAL:**

ABDOMINAL PAIN	4
ALLERGIC REACTION	1
ASSAULT	0
ASSIST EMS	1
BACK PAIN	1
CANCELLED ENROUTE	0
CARDIAC	1
CHEST PAIN	5
CHOKING	0
CODE BLUE	0
DIABETIC	0
DOA	0
FAINTING	2
FALL	12
HEADACHE	0
LACERATION/HEMORRAGE	0
MOTOR VEHICLE ACCIDENT	4
OTHER	1
OVERDOSE/INTOXICATED	0
PREGNACY	0
PSYCHIATRIC	0
RESPIRATORY	3
SEIZURE	1
SICK	3
STABBING	0
STROKE	0
TRAUMATIC INJURY	2
UNCONSCIOUS	<u>1</u>
	<b>42</b>

**FIRE AND MEDICAL:**

FALL	1
MVA WITH ENTRAPMENT	<u>2</u>
	<b>3</b>

**TOTAL: 60 RESPONSES**

Respectfully Submitted  
Charles Watts, Chief  
Valdese Fire Department



**VALDESE FIRE DEPARTMENT - MONTHLY ACTIVITY REPORT****November 1st-30th, 2017**

THE BELOW REPORT OUTLINES THE ACTIVITIES PERFORMED BY THE FIRE DEPARTMENT DURING THE MONTH OF NOVEMBER, 2017. THE REPORT SHOWS THE AMOUNT OF TIME SPENT ON EACH ACTIVITY AND THE TYPE AND NUMBER OF EMERGENCY FIRE DEPARTMENT RESPONSES.

<u>ACTIVITY / FUNCTION</u>	<u>TOTAL HOURS</u>
STATION DUTY	90 HOURS
VEHICLE DUTY	70 HOURS
EQUIPMENT DUTY	53 HOURS
FIRE ADMINISTRATION	155 HOURS
TRAINING ADMINISTRATION	1 HOURS
MEETINGS	15 HOURS
FIRE PREVENTION ADMINISTRATION	87 HOURS
FIRE PREVENTION INSPECTIONS	0 HOURS
<b><u>TYPE / NUMBER OF INSPECTIONS:</u></b>	
ASSEMBLY	0
BUSINESS	0
DAYCARE	0
FACTORY	0
FOSTER HOME	0
MERCANTILE	0
RESIDENTIAL	0
STORAGE	0
<b>TOTAL INSPECTIONS:</b>	<b>0</b>
<b><u>VIOLATIONS NOTED:</u></b>	<b>0</b>
SAFE KIDS ADMIN/CRS INSPECTIONS	2 HOURS
PUBLIC RELATIONS	15 HOURS
HYDRANT MAINTENANCE	0 HOURS
SAFETY ADMINISTRATION	0 HOURS
PHYSICAL TRAINING	14 HOURS
TRAINING	62 HOURS
ON-DUTY EMERGENCY RESPONSES	45 HOURS
OFF-DUTY EMERGENCY RESPONSES	71 HOURS
FIRE/MEDICAL STANDBY	0 HOURS
OFF-DUTY TRAINING	23 HOURS
<b>TOTAL TRAINING MANHOURS:</b> (INCLUDES VOLUNTEER FIREFIGHTERS)	<b>244 HOURS</b>

**FIRE DEPARTMENT EMERGENCY RESPONSES:****FIRE:**

ALARM	2
GAS ODOR/LEAK	2
STANDBY	1
ILLEGAL BURN	1
VEHICLE	1
TREE/LINE DOWN	0
ELECTRICAL	1
MUTUAL AID TO STATION 67	1
MUTUAL AID TO STATION 63	0
STRUCTURE	<u>1</u>
	<b>10</b>

**MEDICAL:**

ABDOMINAL PAIN	2
ALLERGIC REACTION	2
ASSAULT	0
ASSIST EMS	0
BACK PAIN	1
CANCELLED ENROUTE	1
CARDIAC	1
CHEST PAIN	4
CHOKING	1
CODE BLUE	1
DIABETIC	0
DOA	0
FAINTING	1
FALL	4
HEADACHE	0
LACERATION/HEMORRAGE	1
MOTOR VEHICLE ACCIDENT	1
OTHER	0
OVERDOSE/INTOXICATED	1
PREGNACY	0
PSYCHIATRIC	0
RESPIRATORY	7
SEIZURE	0
SICK	10
STABBING	0
STROKE	1
TRAUMATIC INJURY	0
UNCONSCIOUS	<u>3</u>
	<b>42</b>

**FIRE AND MEDICAL:****0****TOTAL: 52 RESPONSES**

Respectfully Submitted,  
 Charles Watts, Chief  
 Valdese Fire Department

Office of the Mayor  
Town of Valdese  
North Carolina

# Proclamation

## NATIONAL MENTORING MONTH

**WHEREAS**, the Big Brothers Big Sisters mentoring model is a proven, effective strategy that helps children and young adults by matching them with a caring, responsible adult role model who can provide guidance and direction, and build their confidence; and

**WHEREAS**, mentoring strengthens Western North Carolina's economic and social well-being by helping young people fulfill their potential, encouraging healthy family relationships, and promoting more vibrant communities; and

**WHEREAS**, Big Brothers Big Sisters has been making an impact on the lives of young people in the County of Burke since the year 1999 serving a total of 751 children, serving 51 in the 2017 year; and in Western North Carolina since 1982, serving 2,346 children in the 2017 calendar year.

**WHEREAS**, residents of Western North Carolina are making a profound difference in the lives of our young people by serving as mentors; and

**WHEREAS**, many of Western North Carolina's children are in need of a caring adult mentor in their lives, and closing this mentoring gap will take more investment, partnerships, and volunteers ready to make a difference in a child's life; and

**WHEREAS**, National Mentoring Month is an opportunity to raise public awareness of the importance of mentoring, recognize the dedicated individuals who serve as mentors, and encourage more citizens to help build a brighter future for Western North Carolina's youth through mentoring; and

**WHEREAS**, in honor of the mentors, volunteers and staff, the month of January is recognized nationally as Mentoring Month; now

**NOW, THEREFORE, BE IT RESOLVED** that I, John F. Black, Jr., Mayor of the Town of Valdese, do hereby declare January 2018 as Mentoring Month in Valdese, and call upon all citizens, businesses, public and private agencies, as well as religious and educational institutions, to join the mentoring movement and be a part of Big Brothers Big Sisters of Burke County and Western North Carolina.

**IN WITNESS WHEREOF** I have hereunto set my hand this 2<sup>nd</sup> day of January 2018.

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John F. "Chip" Black, Jr., Mayor



**STATE OF NORTH CAROLINA  
BURKE COUNTY**

**VALDESE**

**OATH OF COUNCIL**

I, **ROY FRANKLIN SWEEZY**, DO SOLEMNLY SWEAR (or affirm) THAT I WILL SUPPORT AND MAINTAIN THE CONSTITUTION AND LAWS OF THE UNITED STATES, AND THE CONSTITUTION AND LAWS OF NORTH CAROLINA NOT INCONSISTENT THEREWITH, AND THAT I WILL FAITHFULLY DISCHARGE THE DUTIES OF MY OFFICE AS **COUNCILMAN, WARD 3**, FOR THE TOWN OF VALDESE, SO HELP ME, GOD.

I, **ROY FRANKLIN SWEEZY**, DO SOLEMNLY AND SINCERELY SWEAR THAT I WILL SUPPORT THE CONSTITUTION OF THE UNITED STATES; THAT I WILL BE FAITHFUL AND BEAR TRUE ALLEGIANCE TO THE STATE OF NORTH CAROLINA, AND TO THE CONSTITUTIONAL POWERS AND AUTHORITIES WHICH ARE OR MAY BE ESTABLISHED FOR THE GOVERNMENT THEREOF; AND THAT I WILL ENDEAVOR TO SUPPORT, MAINTAIN, AND DEFEND THE CONSTITUTION OF SAID STATE, NOT INCONSISTENT WITH THE CONSTITUTION OF THE UNITED STATES, TO THE BEST OF MY KNOWLEDGE AND ABILITY, SO HELP ME, GOD.

I, **ROY FRANKLIN SWEEZY**, DO SWEAR (or affirm) THAT I WILL WELL AND TRULY EXECUTE THE DUTIES OF THE OFFICE OF **COUNCILMAN, WARD 3**, FOR THE TOWN OF VALDESE ACCORDING TO THE BEST OF MY SKILL AND ABILITY, ACCORDING TO LAW: SO HELP ME, GOD.

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**ROY FRANKLIN SWEEZY**

SWORN AND SUBSCRIBED BEFORE ME THIS 2<sup>nd</sup> DAY OF JANUARY, 2018.

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**COURTNEY KENNEDY, DEPUTY TOWN CLERK**

December 4, 2017, MB#31

**TOWN OF VALDESE  
TOWN COUNCIL MEETING  
DECEMBER 4, 2017**

The Town of Valdese Town Council met on Monday, December 4, 2017, at 6:00 p.m., in the Town Council Chambers at Town Hall, 102 Massel Avenue, SW, Valdese, North Carolina. The following were present: Mayor John F. "Chip" Black, Jr., Councilman Keith Ogle, Councilwoman Frances Hildebran, Councilwoman Susan Stevenson, and Councilman Gary L. Delp. Also present were Town Manager Seth Eckard, Town Attorney Marc Mitchell, Deputy Town Clerk Courtney Kennedy, and various department heads.

Absent: Councilman Roy F. Sweezy.

A quorum was present.

Mayor Black called the meeting to order at 6:00 p.m. He offered the Invocation and led in the Pledge of Allegiance to the Flag.

**OPEN FORUM/PUBLIC COMMENT:**

**NANCY TUCKER PROCLAMATION** Mayor Black presented the following proclamation to Ms. Nancy Tucker:

**HONORING NANCY TUCKER**

WHEREAS, North Carolina Senior Games is a nonprofit organization dedicated to providing year-round health promotion and education in a quest to improve the health and overall well-being of over 300,000 senior adults fifty years of age and better; and

WHEREAS, Unifour Senior Games is sanctioned by North Carolina Senior Games and is part of a statewide network of fifty-three local games that are held annually to qualify participants for State Finals; and

WHEREAS, the Unifour Senior Games is an artistic and athletic event for seniors age 50 and better living in Alexander, Burke, Caldwell and Catawba Counties; and

WHEREAS, Nancy Tucker won a total of 11 gold medals and 3 silver medals in the Unifour Senior Games and North Carolina Senior Games in 2016 and 2017; and

WHEREAS, Nancy's success in the Unifour Senior Games and North Carolina Senior Games qualified her to compete in the 2017 National Senior Games in Birmingham, Alabama; and

WHEREAS, Nancy competed in the 50 and 100 freestyle and backstroke swimming competitions; and

WHEREAS, Nancy has achieved extraordinary success in her swimming career; and

WHEREAS, the officials and citizens of the Town of Valdese, North Carolina, hereby extend congratulations and express their gratitude and appreciation to Nancy Tucker for her dedication, sportsmanship, and hard work that helped bring this recognition and honor to the Town of Valdese;

NOW, THEREFORE, BE IT RESOLVED that I, John F. "Chip" Black, Jr., by the authority vested in me as Mayor of Valdese, North Carolina, and on behalf of the entire Town Council recognizes Nancy Tucker for her success.

IN WITNESS WHEREOF I have hereunto set my hand and caused the Seal of the Town of Valdese to be affixed this 4<sup>th</sup> day of December, 2017.

/s/ John F. "Chip" Black, Jr., Mayor



December 4, 2017, MB#31

**LADDER TRUCK AND ACTIVE SHOOTER TRAINING – FIRE CHIEF CHARLIE WATTS** Fire Chief Charlie Watts informed Council that training on the new ladder truck will be conducted in the upcoming week, once all of the equipment is installed. The ladder truck is expected to be in service by the end of the month. Chief Watts also discussed the necessity of holding an active shooter training program. Council will determine a date to schedule a mock meeting for the purpose of this training.

**OATHS OF OFFICE** Burke County Clerk of Superior Court Mabel H. Lowman administered Oaths of Office to Mayor John F. “Chip” Black, Jr., while his wife, Tammy, held the Bible; Councilman Gary Delp, Ward 1, and Councilwoman Susan Stevenson, Ward 2, while her sister, Nancy Tucker, held the Bible. Deputy Town Clerk Courtney Kennedy will administer the Oath of Office to Councilman Roy Sweezy, Ward 3, at a later date.

Mayor Black thanked Ms. Lowman for administering the oaths.

**CONSENT AGENDA:** (enacted by one motion)

**APPROVAL OF REGULAR AND CLOSED SESSION MINUTES OF NOVEMBER 6, 2017**

**APPROVAL OF REGULAR MINUTES OF NOVEMBER 16, 2017**

**RESOLUTION ADOPTING 2018 TOWN COUNCIL MEETINGS CALENDAR**

**TOWN OF VALDESE  
RESOLUTION ADOPTING 2018 TOWN COUNCIL MEETING SCHEDULE**

WHEREAS, pursuant to Section 2-1011 of the Town of Valdese Code of Ordinances, there shall be a regular meeting of the council at the town hall, on the first Monday in each month, at 6:00 p.m., unless another place, date or time shall be designated.

NOW, THEREFORE, BE IT RESOLVED that the Town of Valdese Town Council adopts the following Meeting Schedule for 2018:

January 2, 2018, Tuesday, due to New Year’s Day Holiday  
 January 8, 2018, Strategic Planning for Council at WPCOG Offices  
 February 5, 2018  
 March 5, 2018  
 March 19, 2018, 1:00 p.m. – 8:00 p.m., Annual Budget Retreat, Waldensian Room  
 April 2, 2018  
 April 23, 2018, 6:00 p.m., Council Budget Workshop Dinner - Town Hall Community Room  
 May 7, 2018  
 June 4, 2018  
 June 25, 2018, Budget Public Hearing; also serves as the July Council Meeting  
 August 6, 2018  
 September 4, 2018, Tuesday, due to Labor Day Holiday  
 October 1, 2018  
 November 5, 2018  
 November 15, 2018, Thursday, 6:30 p.m., Annual Dinner Meeting with Valdese Merchants Association,  
 Waldensian Room  
 December 3, 2018

This 4<sup>th</sup> day of December, 2017.

/s/ John F. “Chip” Black, Jr., Mayor

**APPOINTMENTS/REAPPOINTMENTS TO BOARDS AND COMMISSIONS**

**2018 Board and Commission Appointments/Reappointments**

**Planning Board & Board of Adjustment (4-year terms)**

Reappointment of Roy Sweezy, Chairman

December 4, 2017, MB#31

Reappointment of Paul Mears

Appointment of Libby Braswell to replace Carlton "Carley" Caruso who is completing the unexpired term of Jean Dalmas

**Parks and Recreation Commission (3-year terms)**

Reappointment of Beth Heile

Reappointment of Grayson Turner

Reappointment of Gary Delp

Reappointment of Meghan Armour

Appointment of Nancy Tucker to complete the unexpired term of Linda Brinkley who resigned as she has moved away

**Arbor-Beautification (3-year terms)**

Reappointment of Keith Ogle

Reappointment of Ronnie Pruitt

**Public Art Commission (3-year terms)**

Reappointment of Linda Rostan

Reappointment of Elizabeth Furr

Reappointment of Gary Delp

Appointment of Gretchen Lane-Costner

**Valdese Youth Council**

Appointment of the following students: Hannah Johnson, Gillian Abee-Freeze, Trey Blackwood, Alex Hoover

Councilman Ogle made a motion to approve the aforementioned items on the Consent Agenda, seconded by Councilwoman Hildebran. The vote was unanimous.

**End Consent Agenda****ITEM REMOVED FROM CONSENT AGENDA:** None.**COUNCIL ORGANIZATIONAL MEETING** Councilwoman Hildebran made a motion to appoint Councilwoman Susan T. Stevenson as Mayor Pro Tem, seconded by Councilman Delp. The vote was unanimous.

Mayor John F. "Chip" Black, Jr.

Elected 11/04/97: Term 12/01/97 - 12/03/01

Reelected 11/06/01: Term 12/03/01 - 12/05/05

Reelected 11/08/05: Term 12/05/05 - 12/07/09

Reelected 11/03/09: Term 12/07/09 - 12/02/13

Reelected 11/05/13: Term 12/02/13\*

*\*Appointed Mayor 2/2/15 and required to run for reelection in November 2015 for the Mayor's unexpired term which ended 12/4/17*

Elected Mayor 11/03/2015

Reelected 11/07/17: Term 12/04/17 - 12/06/21

Black &amp; Associates Financial Mgmt.

BDI Board

WPCOG Policy Board Delegate

2010 Vice President

2011 President

2012 President

Community Foundation of Burke Co

2015 President

Rotary Club Burke Sunrise

Ward 1 Gary L. Delp

Appointed by Council 05/04/2009

Elected 11/03/09: Term 12/07/09 - 12/02/13

Reelected 11/05/13: Term 12/02/13 - 12/04/17

Reelected 11/07/17: Term 12/04/17 - 12/06/21

Retired School Teacher

Treasurer

Recreation Commission

Public Art Commission

Street Paving Committee

Former Planning Board Alternate

**December 4, 2017, MB#31**

Ward 2 Susan T. Stevenson Appointed by Council 01/10/2000 Elected 11/06/01: Term 12/03/01 – 12/05/05 Reelected 11/08/05: Term 12/05/05 – 12/07/09 Reelected 11/03/09: Term 12/07/09 – 12/02/13 Reelected 11/05/13: Term 12/02/13 – 12/04/17 Reelected 11/07/17: Term 12/04/17 - 12/06/21	Retired Physical Therapist Mayor Pro Tem Assistant Treasurer WPCOG Metropolitan Planning Organization Railroad Committee OCP Exploratory Committee
Ward 3 Roy F. Sweezy Appointed by Council 03/02/2015 <i>* Required to run for reelection in November 2015 for the Ward 3 Councilman's unexpired term which ended 12/04/17</i> Elected 11/03/15 Reelected 11/07/17: Term 12/04/17 - 12/06/21	Retired School Teacher Planning Board Chairman WPCOG Policy Board Alternate Agape Board of Directors, Vice Chairman
Ward 4 Frances M. Hildebran Elected 11/08/11: Term 12/05/11 – 12/07/15 Reelected 11/03/15: Term 12/07/15 – 12/02/19	Blue Ridge HealthCare, Executive Assistant Town Clerk Library Board Retired Local Government Citizens for Affordable Housing Street Paving Committee
Ward 5 B. Keith Ogle Elected 11/04/03: Term 12/01/03 – 12/03/07 Reelected 11/06/07: Term 12/03/07 – 12/05/11 Reelected 11/08/11: Term 12/05/11 – 12/07/15 Reelected 11/03/15: Term 12/07/15 – 12/02/19	A Caring Alternative, LLC, H.R. Director Retired Military Arbor-Beautification Committee Downtown Revitalization Former WPCOG MPO and Policy Board Alt.
Town Manager Seth Eckard Assistant Town Manager 06/18/15 – 06/30/15 Appointed Town Manager: 07/01/2015	Burke County Narcotics Task Force Catawba-Wateree Water Management Group WPCOG Water Resources Committee, Vice Chair VEDIC Member Valdese ABC Board – Chairman Valdese Tourism Commission BDI Board Valdese Rotary LPDA Member
Town Attorney Marcus W. H. Mitchell, Jr.	Marc Mitchell, P.A., Attorney at Law Public Art Commission

Councilwoman Stevenson made a motion to approve the aforementioned Valdese Town Council Organizational Plan, seconded by Councilman Delp. The vote was unanimous.

**MCGALLIARD CREEK WATERSHED STUDY** John Wear of Western Piedmont Council of Governments provided a presentation of the draft McGalliard Creek Watershed Plan. Mr. Wear informed Council that the process of creating a plan began in 2016; after identifying issues in McGalliard Creek, such as sediment runoff and erosion. The implementation of a watershed plan will qualify the town to apply for project funding through various sources, such as the EPA and other grant opportunities. Town Manager Seth Eckard informed Council that plan implementation and application for funding will likely occur in the next two to three years.

**PUBLIC HEARING - INTENT TO CLOSE A SECTION OF WHISNANT STREET** Mayor Black opened the Public Hearing and informed Council that the project is not complete at this time. A notice calling for the public hearing to be held at this Council meeting was published; however, staff has requested that the public hearing be continued at the next Council meeting.

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Councilman Ogle made a motion to continue the public hearing at the January 2, 2018 Council meeting, seconded by Councilwoman Stevenson. The vote was unanimous.

**REQUEST TO PURCHASE (2) 24" BUTTERFLY VALVES** Water Resources Director Greg Padgett requested approval to purchase two 24" butterfly valves from Clearwater Inc., in the amount of \$30,400.00. Funds for this purchase were allocated in the budget through the Capital Improvement Plan as part of the Meridian Incentive Agreement.

Councilman Ogle made a motion to approve the purchase of two 24" butterfly valves from Clearwater Inc., in the amount of \$30,400.00, seconded by Councilwoman Hildebran. The vote was unanimous.

### **BUDGET AMENDMENTS**

Budget Amendment No. 08

Subject: Whisnant Street Relocation

Memorandum:

As per discussions held in previous council meetings pertaining to the subject, the following budget amendment is essential in order to appropriate the necessary funds.

#### Action Suggested:

BE IT ORDAINED by the Governing Board of the Town of Valdese, North Carolina that the following amendment is made to the annual budget ordinance for the fiscal year ending June 30, 2018:

Section 1. To amend the General Fund, the expenditures are to be changed as follows:

<u>Acct.</u> <u>No.</u>	<u>Debit</u>	<u>Credit</u>
10.4900.452 Whisnant St	61,490	
	-----	-----
Total	\$ 61,490	\$ 0
	=====	=====

This will result in a net increase of \$61,490 in the expenditures of the General Fund. To provide funding for the above, the following revenue budgets will be increased. These additional revenues have already been received.

<u>Acct.</u> <u>No.</u>	<u>Debit</u>	<u>Credit</u>
10.3820.000 Sale of Real Property		61,490
	-----	-----
Total	\$	\$61,490
	=====	=====

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, to the Budget Officer and the Finance Officer for their direction.

Budget Amendment No. 09

Subject: Fire Truck Purchase

Memorandum:

**December 4, 2017, MB#31**

As per discussions held in previous council meetings pertaining to the subject, the following budget amendment is essential in order to appropriate the necessary funds.

Action Suggested:

BE IT ORDAINED by the Governing Board of the Town of Valdese, North Carolina that the following amendment is made to the annual budget ordinance for the fiscal year ending June 30, 2018:

Section 1. To amend the General Fund, the expenditures are to be changed as follows:

Acct.			
<u>No.</u>		<u>Debit</u>	<u>Credit</u>
10.5300.740	Capital Equipment	851,097	
		-----	-----
Total		\$851,097	\$ 0
		=====	=====

This will result in a net increase of \$851,097 in the expenditures of the General Fund. To provide funding for the above, the following revenue budgets will be increased. These additional revenues have already been received.

Acct.			
<u>No.</u>			
10.3970.762	Loan Proceeds		851,097
		-----	-----
Total		\$	\$851,097
		=====	=====

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, to the Budget Officer and the Finance Officer for their direction.

Budget Amendment No. 10

Subject: WiFi Project

Memorandum:

As per discussions held in previous council meetings pertaining to the subject, the following budget amendment is essential in order to appropriate the necessary funds.

Action Suggested:

BE IT ORDAINED by the Governing Board of the Town of Valdese, North Carolina that the following amendment is made to the annual budget ordinance for the fiscal year ending June 30, 2018:

Section 1. To amend the General Fund, the expenditures are to be changed as follows:

Acct.			
<u>No.</u>		<u>Debit</u>	<u>Credit</u>
10.4900.721	WiFi	18,905	
		-----	-----
Total		\$ 18,905	\$ 0
		=====	=====

This will result in a net increase of \$18,905 in the expenditures of the General Fund. To provide funding for the above, the following revenue budgets will be increased. These additional revenues have already been received.

December 4, 2017, MB#31

Acct.		
No.		
10.3970.490 Grant Proceeds		18,905
	-----	-----
Total	\$	\$18,905
	=====	=====

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, to the Budget Officer and the Finance Officer for their direction.

Councilman Ogle made a motion to approve the three aforementioned budget amendments, seconded by Councilwoman Stevenson. The vote was unanimous.

**MAYOR AND COUNCIL COMMENTS:** Councilman Ogle thanked Public Works and everyone who contributed, for the Christmas parade. Mr. Ogle stated that he wasn't sure if it was the best crowd but there were a lot of kids and that is what this parade is all about. Mr. Ogle expressed his appreciation to the businesses in Valdese for going above and beyond with Christmas decorations. Mr. Ogle finished by expressing his concerns about the street lights in town; how often they are not operational and our inability to hang anything on them. Town Manager Seth Eckard agreed with Councilman Ogle and explained that staff is keeping a weekly report that is filed with Duke. Duke indicates in their system that the issue has been resolved when it has not. Staff is exploring alternatives to find a resolution with this matter.

Councilman Delp shared with Council that he has received a lot of positive comments about the entrances into town. Mr. Delp stated the town is off to a good start for the future with regard to Christmas decorations.

Councilwoman Hildebran expressed her appreciation to the committee that was in charge of Christmas decorations this year; acknowledging their hard work, especially with a lack of financial resources. Ms. Hildebran provided an update on the library project, informing Council that the Cole House was demolished today.

Mayor Black informed Council that the Western Piedmont Council of Government Policy Board has voted in favor of an increase in the rate for annual dues for Fiscal Year 2018-2019, in the amount of 10 cents. The current rate of 50 cents has not increased in over 20 years. Mayor Black indicated that this will not be a significant increase for Valdese.

**MANAGER'S REPORT:** Mr. Eckard made the following announcements:

Staff will surplus the old fire truck, seeking a starting bid of \$20,000.00.

Mr. Eckard recognized the downtown merchants and staff for their efforts with Christmas decorations this year, expressing his appreciation for them going above and beyond.

Christmas in Valdese with Christmas Tree Lighting is being held on Friday, December 8, 2017, from 6:00 p.m. – 8:00 p.m., at Old Rock School.

The Council and Department Head Christmas Gathering is scheduled for Thursday, December 14, 2017 at Waldensian Heritage Winery, at 6:30 p.m.

Mingle with Kris Kringle is scheduled for Saturday, December 16, 2017, 8:30 a.m., at Old Rock School.

A Christmas Fellowship Lunch is being held on Wednesday, December 20, 2017, from 11:45 a.m.-1:00 p.m., at the Fire Department Engine Bays.

Town Offices will be closed December 25-27, 2017 in observance of Christmas and January 1, 2018 for New Year's Day

The next Council meeting is scheduled for Tuesday, January 2, 2018 due to New Year's Day.

**December 4, 2017, MB#31**

The Council Strategic Planning Workshop is scheduled for Monday, January 8, 2018, from 6 p.m. – 8 p.m. at WPCOG Offices.

**ADJOURNMENT**

At 6:58 p.m., there being no further business to come before Council, Councilman Ogle made a motion to adjourn, seconded by Councilman Delp. The vote was unanimous.

The next meeting is a regularly scheduled meeting on Tuesday, January 2, 2018, 6:00 p.m., Valdese Town Hall.

\_\_\_\_\_  
Town Clerk  
ck

\_\_\_\_\_  
Mayor





## **Memorandum**

To: Chip Black, Mayor  
Town Council

From: Larry Johnson, Planning Director

Date: November 2, 2017

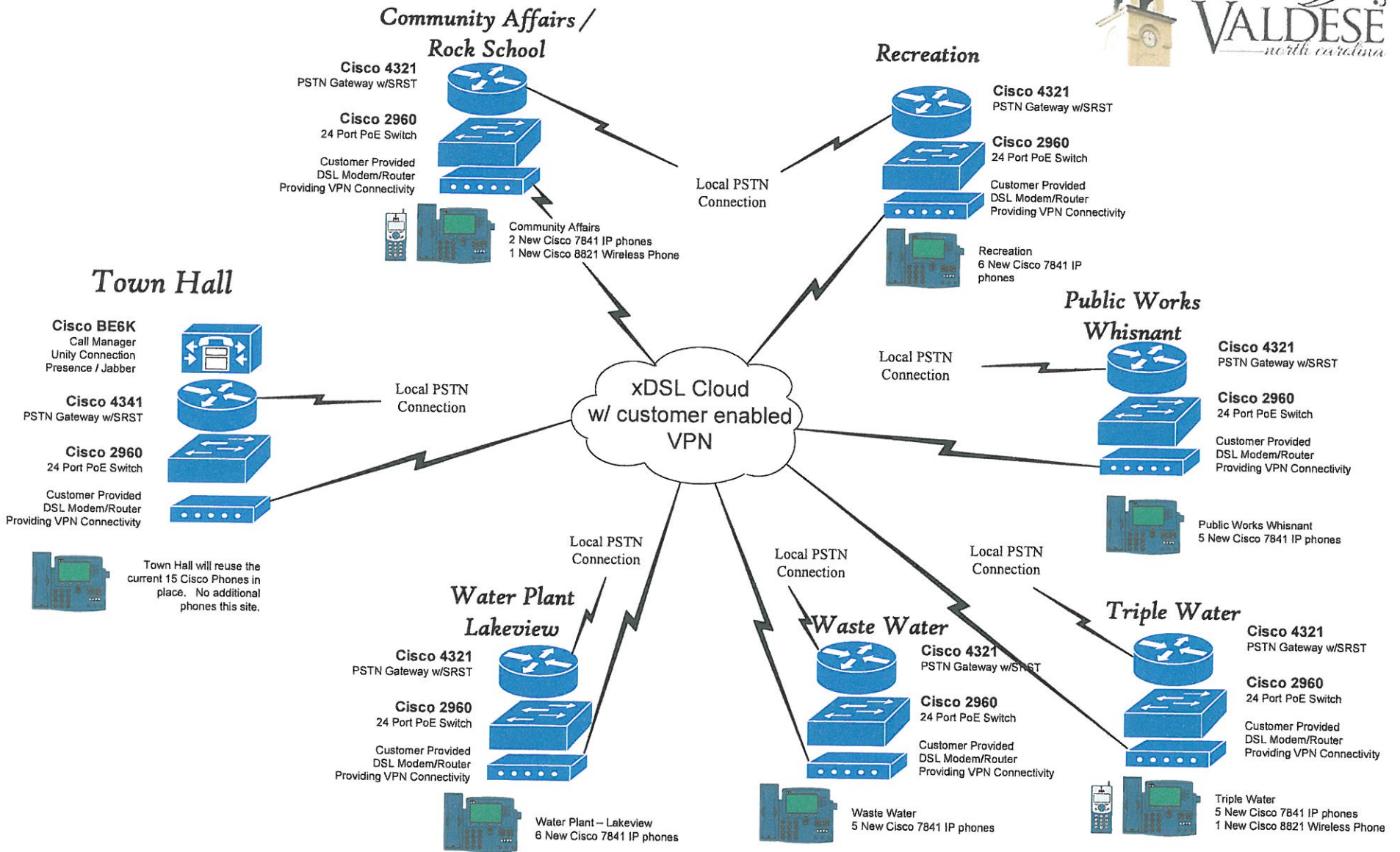
Subject: CenturyLink Unified Communications Solution Contract

Staff is requesting approval to enter into a contract with CenturyLink Communications Solutions.

This \$71,350 contract will improve communication between departments by replacing antiquated equipment and upgrading phone lines that prohibit efficiency amongst the following departments: Community Affairs, Public Works, Recreation, Triple Water, Water Plant, and Waste Water Treatment. These departments do not have the capability to receive voicemails, place calls on hold, transfer calls internally, and other necessary functions.

Additionally, the contract will save the town \$4,600 annually by eliminating 11 phone lines and streamlining the communication process by filtering all calls through Town Hall. Additional savings are anticipated through a 40%-50% reduction in long distance costs by eliminating the current third party vendor.

A representative from CenturyLink will be in attendance at the Town Council meeting to provide further detail and clarification about the contract.



	Customer: <b>Town of Valdese</b>	Description: <b>Unified Communications Solution</b>
	Account Manager: Bill Davidson	Original Date: September 15, 2017
	Systems Engineer: Mitch Parker	<i>The information contained herein is proprietary to CenturyLink and is intended only for the use of the individual or entity recipient named above. Any disclosure, copying, or distribution is strictly prohibited without the written permission of CenturyLink.</i>



**Customer:** TOWN OF VALDESE  
**Quote #:** 53909128  
**Project Name:** Town of Valdese CPEaaS  
**Created On:** 9/26/2017  
**Expiration Date:** 11/25/2017  
**Account Manager:** William Davidson / CG4B  
**Sales Engineer:** Mitch Parker  
**Customer Notes:**

Catalog Number	Description	Unit Price	Qty	Total Price	Contract Term (Months)
<b>LOCATION: Main Site</b>					
<b>Materials</b>					
	<i>Town Hall</i>				
BE6M-M4-K9=	Cisco Business Edition 6000M Svr (M4), Export Restricted SW	\$ 3,397.59	1	\$ 3,397.59	
CAB-9K12A-NA	Power Cord, 125VAC 13A NEMA 5-15 Plug, North America	\$ -	1	\$ -	
VMW-VS6-HYPPLS-K9	Embedded License, Cisco UC Virt. Hypervisor Plus 6.x (2-cpu)	\$ -	1	\$ -	
CIT-PSU1-770W	770W AC Hot-Plug Power Supply for 1U C-Series Rack Server	\$ -	1	\$ -	
CIT-CPU-E52630D	2.40 GHz E5-2630 v3/85W 8C/20MB Cache/DDR4 1866MHz	\$ -	1	\$ -	
R2XX-RAID5	Enable RAID 5 Setting	\$ -	1	\$ -	
CIT-MRAID12G	Cisco 12G SAS Modular Raid Controller	\$ -	1	\$ -	
CIT-MRAID12G-1GB	Cisco 12Gbps SAS 1GB FBWC Cache module (Raid 0/1/5/6)	\$ -	1	\$ -	
CIT-MR-1X161RV-A	16GB DDR4-2400-MHz RDIMM/PC4-19200/single rank/x4/1.2v	\$ -	2	\$ -	
CIT-HD300G10K12G	300GB 12G SAS 10K RPM SFF HDD	\$ -	6	\$ -	
R-CBE6K-K9	Cisco Business Edition 6000-Electronic SW Delivery-Top Level	\$ -	1	\$ -	
BE6K-SW-11.5	Business Edition 6000 v11.5 export restricted software	\$ -	1	\$ -	
BE6K-START-UCL35	BE6000 Starter Bundle with 35 UCL Enh and 35 vmail Licenses	\$ 180.72	1	\$ 180.72	
BE6K-UCL-ENH	Cisco Business Edition 6000 - Enhanced User Connect License	\$ 75.90	15	\$ 1,138.50	
BE6K-UCL-VM	Cisco Business Edition 6000-Voicemail/Unified Messaging Lic	\$ 34.34	15	\$ 515.10	
JABBER-DESKTOP	Jabber for Desktop for PC and Mac	\$ -	50	\$ -	
UCN-11X-VM-UCL	BE6000 Unity Connection 11x Basic Voicemail License	\$ -	15	\$ -	
UCM-11X-ENH-UCL	BE6K UCM 11X Enhanced User Connect Lic - Single Fulfillment	\$ -	15	\$ -	



UCXN-11X-SCPORTS	BE6K - Unity Connection 11x -VM Speech Connect Ports	\$ -	2	\$ -	
JABBER-DSK-K9-RTU	Jabber for Desktop Right to Use	\$ -	1	\$ -	

LIC-EXP-E-PAK	Expressway Series, Expressway-E PAK	\$ -	1	\$ -	
LIC-EXP-GW	Enable GW Feature (H323-SIP)	\$ -	4	\$ -	
LIC-EXP-E	Enable Expressway-E Feature Set	\$ -	2	\$ -	
LIC-EXP-TURN	Enable TURN Relay Option	\$ -	2	\$ -	
LIC-EXP-AN	Enable Advanced Networking Option	\$ -	2	\$ -	
LIC-SW-EXP-K9	License Key Software Encrypted	\$ -	4	\$ -	
LIC-EXP-SERIES	Enable Expressway Series Feature Set	\$ -	4	\$ -	
EXPWY-VE-E-K9	Cisco Expressway-E Server, Virtual Edition	\$ -	2	\$ -	
BE6K-PAK	Cisco Business Edition 6000 - PAK - Single Fulfillment	\$ -	1	\$ -	
SW-EXP-8.X-K9	Software Image for Expressway with Encryption, Version X8	\$ -	1	\$ -	
BE6K-UXL-START	BE6K Starter Pack - Single Fulfillment Enforcement	\$ -	1	\$ -	
EXPWY-VE-C-K9	Cisco Expressway-C Server, Virtual Edition	\$ -	2	\$ -	
BE-11X-UCL-STR	BE6000 v11 UCL Starter licenses	\$ -	1	\$ -	
LIC-EXP-DSK	Expressway Desktop Endpoint License	\$ -	50	\$ -	
ISR4331-V/K9	Cisco ISR 4331 UC Bundle, PVDM4- 32, UC License, CUBEE10	\$ 2,289.16	1	\$ 2,289.16	
SL-4330-IPB-K9	IP Base License for Cisco ISR 4330 Series	\$ -	1	\$ -	
SL-4330-UC-K9	Unified Communication License for Cisco ISR 4330 Series	\$ -	1	\$ -	
PWR-4330-AC	AC Power Supply for Cisco ISR 4330	\$ -	1	\$ -	
CAB-AC	AC Power Cord (North America), C13, NEMA 5-15P, 2.1m	\$ -	1	\$ -	
MEM-FLSH-4G	4G Flash Memory for Cisco ISR 4300 (Soldered on motherboard)	\$ -	1	\$ -	
FL-CUBEE-5	Unified Border Element Enterprise License - 5 sessions	\$ -	2	\$ -	
SM-S-BLANK	Removable faceplate for SM slot on Cisco 2900,3900,4400 ISR	\$ -	1	\$ -	
SISR4300UK9-316S	Cisco ISR 4300 Series IOS XE Universal	\$ -	1	\$ -	
FL-SRST	Cisco Survivable Remote Site Telephony (SRST) License	\$ -	1	\$ -	
FL-CME-SRST-25	SRST-25 Seat License (CME uses CUCME Phone License ONLY)	\$ 297.59	1	\$ 297.59	
NIM-1MFT-T1/E1	1 port Multiflex Trunk Voice/Clear- channel Data T1/E1 Module	\$ 723.61	1	\$ 723.61	
PVDM4-32	32-channel DSP module	\$ -	1	\$ -	
USE-BUNDLED-PVDM	Choose to assemble the PVDM in a Voice bundle on T1/E1 card	\$ -	1	\$ -	
NIM-2FXS/4FXO	2-Port FXS/FXS-E/DID and 4-Port FXO Network Interface Module	\$ 708.43	1	\$ 708.43	

MEM-43-4G	4G DRAM (1 x 4G) for Cisco ISR 4300	\$ -	1	\$ -	
WS-C2960X-24PS-L	Catalyst 2960-X 24 GigE PoE 370W, 4 x 1G SFP, LAN Base	\$ 1,385.78	1	\$ 1,385.78	
CAB-16AWG-AC	AC Power cord, 16AWG	\$ -	1	\$ -	
	<b>Triple Water</b>				
CP-7841-K9=	Cisco UC Phone 7841	\$ 131.93	5	\$ 659.65	
CP-8821-K9-BUN	Cisco Unified Wireless IP Phone 8821, World Mode Bundle	\$ 447.83	1	\$ 447.83	
CP-PWR-8821-NA	Cisco 8821 Power Supply for North America	\$ -	1	\$ -	
CP-BATT-8821	Cisco 8821 Battery, Extended	\$ -	1	\$ -	
CP-BCLIP-8821=	Cisco 8821 Belt Clip Sets	\$ 17.71	1	\$ 17.71	
R-CBE6K-K9	Cisco Business Edition 6000-Electronic SW Delivery-Top Level	\$ -	1	\$ -	
BE6S-SW-11.5	Business Edition 6000S v11.5 export restricted software	\$ -	1	\$ -	
BE6K-UCL-ENH	Cisco Business Edition 6000 - Enhanced User Connect License	\$ 75.90	1	\$ 75.90	
UCM-11X-ENH-UCL	BE6K UCM 11X Enhanced User Connect Lic - Single Fulfillment	\$ -	1	\$ -	
LIC-EXP-E-PAK	Expressway Series, Expressway-E PAK	\$ -	1	\$ -	
LIC-EXP-GW	Enable GW Feature (H323-SIP)	\$ -	4	\$ -	
LIC-EXP-E	Enable Expressway-E Feature Set	\$ -	2	\$ -	
LIC-EXP-TURN	Enable TURN Relay Option	\$ -	2	\$ -	
LIC-EXP-AN	Enable Advanced Networking Option	\$ -	2	\$ -	
LIC-SW-EXP-K9	License Key Software Encrypted	\$ -	4	\$ -	
LIC-EXP-SERIES	Enable Expressway Series Feature Set	\$ -	4	\$ -	
BE6K-PAK	Cisco Business Edition 6000 - PAK - Single Fulfillment	\$ -	1	\$ -	
LIC-EXP-DSK	Expressway Desktop Endpoint License	\$ -	1	\$ -	
SW-EXP-8.X-K9	Software Image for Expressway with Encryption, Version X8	\$ -	1	\$ -	
EXPWY-VE-E-K9	Cisco Expressway-E Server, Virtual Edition	\$ -	2	\$ -	
EXPWY-VE-C-K9	Cisco Expressway-C Server, Virtual Edition	\$ -	2	\$ -	
ISR4321-V/K9	Cisco ISR 4321 Bundle, w/UC License, CUBE-10	\$ 1,416.99	1	\$ 1,416.99	
SL-4320-IPB-K9	IP Base License for Cisco ISR 4320 Series	\$ -	1	\$ -	
SL-4320-UC-K9	Unified Communication License for Cisco ISR 4320 Series	\$ -	1	\$ -	
PWR-4320-AC	AC Power Supply for Cisco ISR 4320	\$ -	1	\$ -	
CAB-AC-C5	AC Power Cord, Type C5, US, Canada	\$ -	1	\$ -	
FL-CUBEE-5	Unified Border Element Enterprise License - 5 sessions	\$ -	2	\$ -	



MEM-4320-4G	4G DRAM for Cisco ISR 4320 (Soldered on motherboard)	\$ -	1	\$ -	
MEM-FLSH-4G	4G Flash Memory for Cisco ISR 4300 (Soldered on motherboard)	\$ -	1	\$ -	
SISR4300UK9-316S	Cisco ISR 4300 Series IOS XE Universal	\$ -	1	\$ -	
FL-SRST	Cisco Survivable Remote Site Telephony (SRST) License	\$ -	1	\$ -	
FL-CME-SRST-5	SRST-5 Seat License (CME uses CUCME Phone License ONLY)	\$ 77.83	1	\$ 77.83	
NIM-2FXS/4FXO	2-Port FXS/FXS-E/DID and 4-Port FXO Network Interface Module	\$ 708.43	1	\$ 708.43	
NIM-BLANK	Blank faceplate for NIM slot on Cisco ISR 4400	\$ -	1	\$ -	
PVDM4-32	32-channel DSP module	\$ 860.24	1	\$ 860.24	
WS-C2960X-24PS-L	Catalyst 2960-X 24 GigE PoE 370W, 4 x 1G SFP, LAN Base	\$ 1,385.78	1	\$ 1,385.78	
CAB-16AWG-AC	AC Power cord, 16AWG	\$ -	1	\$ -	
	<b>Community Affairs / Rock School</b>				
CP-7841-K9=	Cisco UC Phone 7841	\$ 131.93	3	\$ 395.79	
CP-8821-K9-BUN	Cisco Unified Wireless IP Phone 8821, World Mode Bundle	\$ 447.83	1	\$ 447.83	
CP-PWR-8821-NA	Cisco 8821 Power Supply for North America	\$ -	1	\$ -	
CP-BATT-8821	Cisco 8821 Battery, Extended	\$ -	1	\$ -	
CP-BCLIP-8821=	Cisco 8821 Belt Clip Sets	\$ 17.71	1	\$ 17.71	
R-CBE6K-K9	Cisco Business Edition 6000-Electronic SW Delivery-Top Level	\$ -	1	\$ -	
BE6S-SW-11.5	Business Edition 6000S v11.5 export restricted software	\$ -	1	\$ -	
BE6K-UCL-ENH	Cisco Business Edition 6000 - Enhanced User Connect License	\$ 75.90	1	\$ 75.90	
UCM-11X-ENH-UCL	BE6K UCM 11X Enhanced User Connect Lic - Single Fulfillment	\$ -	1	\$ -	
LIC-EXP-E-PAK	Expressway Series, Expressway-E PAK	\$ -	1	\$ -	
LIC-EXP-GW	Enable GW Feature (H323-SIP)	\$ -	4	\$ -	
LIC-EXP-E	Enable Expressway-E Feature Set	\$ -	2	\$ -	
LIC-EXP-TURN	Enable TURN Relay Option	\$ -	2	\$ -	
LIC-EXP-AN	Enable Advanced Networking Option	\$ -	2	\$ -	
LIC-SW-EXP-K9	License Key Software Encrypted	\$ -	4	\$ -	
LIC-EXP-SERIES	Enable Expressway Series Feature Set	\$ -	4	\$ -	
BE6K-PAK	Cisco Business Edition 6000 - PAK - Single Fulfillment	\$ -	1	\$ -	
LIC-EXP-DSK	Expressway Desktop Endpoint License	\$ -	1	\$ -	
SW-EXP-8.X-K9	Software Image for Expressway with Encryption, Version X8	\$ -	1	\$ -	
EXPWY-VE-E-K9	Cisco Expressway-E Server, Virtual Edition	\$ -	2	\$ -	
EXPWY-VE-C-K9	Cisco Expressway-C Server, Virtual Edition	\$ -	2	\$ -	
ISR4321-V/K9	Cisco ISR 4321 Bundle, w/UC License, CUBE-10	\$ 1,416.99	1	\$ 1,416.99	

SL-4320-IPB-K9	IP Base License for Cisco ISR 4320 Series	\$ -	1	\$ -	
SL-4320-UC-K9	Unified Communication License for Cisco ISR 4320 Series	\$ -	1	\$ -	
PWR-4320-AC	AC Power Supply for Cisco ISR4320	\$ -	1	\$ -	
CAB-AC-C5	AC Power Cord, Type C5, US, Canada	\$ -	1	\$ -	
FL-CUBEE-5	Unified Border Element Enterprise License - 5 sessions	\$ -	2	\$ -	
MEM-4320-4G	4G DRAM for Cisco ISR 4320 (Soldered on motherboard)	\$ -	1	\$ -	
MEM-FLSH-4G	4G Flash Memory for Cisco ISR 4300 (Soldered on motherboard)	\$ -	1	\$ -	
SISR4300UK9-316S	Cisco ISR 4300 Series IOS XE Universal	\$ -	1	\$ -	
FL-SRST	Cisco Survivable Remote Site Telephony (SRST) License	\$ -	1	\$ -	
FL-CME-SRST-5	SRST-5 Seat License (CME uses CUCME Phone License ONLY)	\$ 77.83	1	\$ 77.83	
NIM-2FXS/4FXO	2-Port FXS/FXS-E/DID and 4-Port FXO Network Interface Module	\$ 708.43	1	\$ 708.43	
NIM-BLANK	Blank faceplate for NIM slot on Cisco ISR 4400	\$ -	1	\$ -	
PVDM4-32	32-channel DSP module	\$ 860.24	1	\$ 860.24	
WS-C2960X-24PS-L	Catalyst 2960-X 24 GigE PoE 370W, 4 x 1G SFP, LAN Base	\$ 1,385.78	1	\$ 1,385.78	
CAB-16AWG-AC	AC Power cord, 16AWG	\$ -	1	\$ -	
	<b>Recreation</b>				
CP-7841-K9=	Cisco UC Phone 7841	\$ 131.93	6	\$ 791.58	
ISR4321-V/K9	Cisco ISR 4321 Bundle, w/UC License, CUBE-10	\$ 1,416.99	1	\$ 1,416.99	
SL-4320-IPB-K9	IP Base License for Cisco ISR 4320 Series	\$ -	1	\$ -	
SL-4320-UC-K9	Unified Communication License for Cisco ISR 4320 Series	\$ -	1	\$ -	
PWR-4320-AC	AC Power Supply for Cisco ISR4320	\$ -	1	\$ -	
CAB-AC-C5	AC Power Cord, Type C5, US, Canada	\$ -	1	\$ -	
FL-CUBEE-5	Unified Border Element Enterprise License - 5 sessions	\$ -	2	\$ -	
MEM-4320-4G	4G DRAM for Cisco ISR 4320 (Soldered on motherboard)	\$ -	1	\$ -	
MEM-FLSH-4G	4G Flash Memory for Cisco ISR 4300 (Soldered on motherboard)	\$ -	1	\$ -	
SISR4300UK9-316S	Cisco ISR 4300 Series IOS XE Universal	\$ -	1	\$ -	
FL-SRST	Cisco Survivable Remote Site Telephony (SRST) License	\$ -	1	\$ -	
FL-CME-SRST-5	SRST-5 Seat License (CME uses CUCME Phone License ONLY)	\$ 77.83	1	\$ 77.83	
NIM-2FXS/4FXO	2-Port FXS/FXS-E/DID and 4-Port FXO Network Interface Module	\$ 708.43	1	\$ 708.43	
NIM-BLANK	Blank faceplate for NIM slot on Cisco ISR 4400	\$ -	1	\$ -	



PVDM4-32	32-channel DSP module	\$ 860.24	1	\$ 860.24	
WS-C2960X-24PS-L	Catalyst 2960-X 24 GigE PoE 370W, 4 x 1G SFP, LAN Base	\$ 1,385.78	1	\$ 1,385.78	
CAB-16AWG-AC	AC Power cord, 16AWG	\$ -	1	\$ -	
WS-C2960L-8PS-LL	Catalyst 2960L 8 port GigE with PoE, 2 x 1G SFP, LAN Lite	\$ 566.57	1	\$ 566.57	
CAB-16AWG-AC	AC Power cord, 16AWG	\$ -	1	\$ -	
	<b>Water Plant - Lakeview</b>				
CP-7841-K9=	Cisco UC Phone 7841	\$ 131.93	6	\$ 791.58	
ISR4321-V/K9	Cisco ISR 4321 Bundle, w/UC License, CUBE-10	\$ 1,416.99	1	\$ 1,416.99	
SL-4320-IPB-K9	IP Base License for Cisco ISR 4320 Series	\$ -	1	\$ -	
SL-4320-UC-K9	Unified Communication License for Cisco ISR 4320 Series	\$ -	1	\$ -	
PWR-4320-AC	AC Power Supply for Cisco ISR 4320	\$ -	1	\$ -	
CAB-AC-C5	AC Power Cord, Type C5, US, Canada	\$ -	1	\$ -	
FL-CUBEE-5	Unified Border Element Enterprise License - 5 sessions	\$ -	2	\$ -	
MEM-4320-4G	4G DRAM for Cisco ISR 4320 (Soldered on motherboard)	\$ -	1	\$ -	
MEM-FLSH-4G	4G Flash Memory for Cisco ISR 4300 (Soldered on motherboard)	\$ -	1	\$ -	
SISR4300UK9-316S	Cisco ISR 4300 Series IOS XE Universal	\$ -	1	\$ -	
FL-SRST	Cisco Survivable Remote Site Telephony (SRST) License	\$ -	1	\$ -	
FL-CME-SRST-5	SRST-5 Seat License (CME uses CUCME Phone License ONLY)	\$ 77.83	1	\$ 77.83	
NIM-2FXS/4FXO	2-Port FXS/FXS-E/DID and 4-Port FXO Network Interface Module	\$ 708.43	1	\$ 708.43	
NIM-BLANK	Blank faceplate for NIM slot on Cisco ISR 4400	\$ -	1	\$ -	
PVDM4-32	32-channel DSP module	\$ 860.24	1	\$ 860.24	
WS-C2960X-24PS-L	Catalyst 2960-X 24 GigE PoE 370W, 4 x 1G SFP, LAN Base	\$ 1,385.78	1	\$ 1,385.78	
CAB-16AWG-AC	AC Power cord, 16AWG	\$ -	1	\$ -	
WS-C2960L-8PS-LL	Catalyst 2960L 8 port GigE with PoE, 2 x 1G SFP, LAN Lite	\$ 566.57	1	\$ 566.57	
CAB-16AWG-AC	AC Power cord, 16AWG	\$ -	1	\$ -	
GLC-SX-MMD=	1000BASE-SX SFP transceiver module, MMF, 850nm, DOM	\$ 301.20	2	\$ 602.40	
GLC-T=	1000BASE-T SFP	\$ 237.95	2	\$ 475.90	
	<b>Waste Water - Lake Rhodiss</b>				
CP-7841-K9=	Cisco UC Phone 7841	\$ 131.93	5	\$ 659.65	
ISR4321-V/K9	Cisco ISR 4321 Bundle, w/UC License, CUBE-10	\$ 1,416.99	1	\$ 1,416.99	
SL-4320-IPB-K9	IP Base License for Cisco ISR 4320 Series	\$ -	1	\$ -	
SL-4320-UC-K9	Unified Communication License for Cisco ISR 4320 Series	\$ -	1	\$ -	
PWR-4320-AC	AC Power Supply for Cisco ISR 4320	\$ -	1	\$ -	



CAB-AC-C5	AC Power Cord, Type C5, US, Canada	\$ -	1	\$ -	
FL-CUBEE-5	Unified Border Element Enterprise License - 5 sessions	\$ -	2	\$ -	
MEM-4320-4G	4G DRAM for Cisco ISR 4320 (Soldered on motherboard)	\$ -	1	\$ -	
MEM-FLSH-4G	4G Flash Memory for Cisco ISR 4300 (Soldered on motherboard)	\$ -	1	\$ -	
SISR4300UK9-316S	Cisco ISR 4300 Series IOS XE Universal	\$ -	1	\$ -	
FL-SRST	Cisco Survivable Remote Site Telephony (SRST) License	\$ -	1	\$ -	
FL-CME-SRST-5	SRST-5 Seat License (CME uses CUCME Phone License ONLY)	\$ 77.83	1	\$ 77.83	
NIM-2FXS/4FXO	2-Port FXS/FXS-E/DID and 4-Port FXO Network Interface Module	\$ 708.43	1	\$ 708.43	
NIM-BLANK	Blank faceplate for NIM slot on Cisco ISR 4400	\$ -	1	\$ -	
PVDM4-32	32-channel DSP module	\$ 860.24	1	\$ 860.24	
WS-C2960X-24PS-L	Catalyst 2960-X 24 GigE PoE 370W, 4 x 1G SFP, LAN Base	\$ 1,385.78	1	\$ 1,385.78	
CAB-16AWG-AC	AC Power cord, 16AWG	\$ -	1	\$ -	
	<b>Public Works - Whisnant</b>				
CP-7841-K9=	Cisco UC Phone 7841	\$ 131.93	5	\$ 659.65	
ISR4321-V/K9	Cisco ISR 4321 Bundle, w/UC License, CUBE-10	\$ 1,416.99	1	\$ 1,416.99	
SL-4320-IPB-K9	IP Base License for Cisco ISR 4320 Series	\$ -	1	\$ -	
SL-4320-UC-K9	Unified Communication License for Cisco ISR 4320 Series	\$ -	1	\$ -	
PWR-4320-AC	AC Power Supply for Cisco ISR 4320	\$ -	1	\$ -	
CAB-AC-C5	AC Power Cord, Type C5, US, Canada	\$ -	1	\$ -	
FL-CUBEE-5	Unified Border Element Enterprise License - 5 sessions	\$ -	2	\$ -	
MEM-4320-4G	4G DRAM for Cisco ISR 4320 (Soldered on motherboard)	\$ -	1	\$ -	
MEM-FLSH-4G	4G Flash Memory for Cisco ISR 4300 (Soldered on motherboard)	\$ -	1	\$ -	
SISR4300UK9-316S	Cisco ISR 4300 Series IOS XE Universal	\$ -	1	\$ -	
FL-SRST	Cisco Survivable Remote Site Telephony (SRST) License	\$ -	1	\$ -	
FL-CME-SRST-5	SRST-5 Seat License (CME uses CUCME Phone License ONLY)	\$ 77.83	1	\$ 77.83	
NIM-2FXS/4FXO	2-Port FXS/FXS-E/DID and 4-Port FXO Network Interface Module	\$ 708.43	1	\$ 708.43	
NIM-BLANK	Blank faceplate for NIM slot on Cisco ISR 4400	\$ -	1	\$ -	
PVDM4-32	32-channel DSP module	\$ 860.24	1	\$ 860.24	
WS-C2960X-24PS-L	Catalyst 2960-X 24 GigE PoE 370W, 4 x 1G SFP, LAN Base	\$ 1,385.78	1	\$ 1,385.78	
CAB-16AWG-AC	AC Power cord, 16AWG	\$ -	1	\$ -	
	Project Miscellaneous				

SWIRE MISC	Fiber and UTP and connectors	\$ 361.45	1	\$ 361.45	
MISC	Miscellaneous and Consumables	\$ 481.93	1	\$ 481.93	
<b>Support</b>					
CON-SNTP-BE6M4M4K	SNTC-24X7X4 Cisco Business Edition 6000M Svr (M4), E	\$ 399.51	1	\$ 399.51	12
CON-ECMU-RCBE6KK	SWSS UPGRADES Cisco Business Editi	\$ -	1	\$ -	12
CON-ECMU-UCN10XVM	SWSS UPGRADES BE6K - Unity Connect	\$ 7.13	15	\$ 107.01	12
CON-ECMU-UCMENHUC	SWSS UPGRADES BE6K UCM 10X Enhance	\$ 14.63	15	\$ 219.51	12
CON-ECMU-BE1U1XCU	SWSS UPGRADES BE6000 v11 UCL Starter licenses	\$ 152.44	1	\$ 152.44	12
CON-SNTP-ISR4331V	SNTC-24X7X4 Cisco ISR 4331 UC Bundle, PVD4-32, UCL	\$ 780.00	1	\$ 780.00	12
CON-SNT-WSC224SL	SNTC-8X5XNBD Catalyst 2960-X 24 G	\$ 183.84	1	\$ 183.84	12
CON-SNT-CP88K9BN	SNTC-8X5XNBD Cisco Unified Wirele	\$ 79.57	1	\$ 79.57	12
CON-ECMU-RCBE6KK	SWSS UPGRADES Cisco Business Editi	\$ -	1	\$ -	12
CON-ECMU-UCMENHUC	SWSS UPGRADES BE6K UCM 10X Enhance	\$ 14.63	1	\$ 14.63	12
CON-SNTP-ISR4321V	SNTC-24X7X4 Cisco ISR 4321 UC Bundle, PVD4-32, UCL	\$ 483.54	1	\$ 483.54	12
CON-SNT-WSC224SL	SNTC-8X5XNBD Catalyst 2960-X 24 G	\$ 183.84	1	\$ 183.84	12
CON-SNT-CP88K9BN	SNTC-8X5XNBD Cisco Unified Wirele	\$ 79.57	1	\$ 79.57	12
CON-ECMU-RCBE6KK	SWSS UPGRADES Cisco Business Editi	\$ -	1	\$ -	12
CON-ECMU-UCMENHUC	SWSS UPGRADES BE6K UCM 10X Enhance	\$ 14.63	1	\$ 14.63	12
CON-SNTP-ISR4321V	SNTC-24X7X4 Cisco ISR 4321 UC Bundle, PVD4-32, UCL	\$ 483.54	1	\$ 483.54	12
CON-SNT-WSC224SL	SNTC-8X5XNBD Catalyst 2960-X 24 G	\$ 183.84	1	\$ 183.84	12
CON-SNTP-ISR4321V	SNTC-24X7X4 Cisco ISR 4321 UC Bundle, PVD4-32, UCL	\$ 483.54	1	\$ 483.54	12
CON-SNT-WSC224SL	SNTC-8X5XNBD Catalyst 2960-X 24 G	\$ 183.84	1	\$ 183.84	12
CON-SNT-WSC29606	SNTC-8X5XNBD Catalyst 2960L 8 port GigE with PoE, 2 x	\$ 60.37	1	\$ 60.37	12
CON-SNTP-ISR4321V	SNTC-24X7X4 Cisco ISR 4321 UC Bundle, PVD4-32, UCL	\$ 483.54	1	\$ 483.54	12
CON-SNT-WSC224SL	SNTC-8X5XNBD Catalyst 2960-X 24 G	\$ 183.84	1	\$ 183.84	12
CON-SNT-WSC29606	SNTC-8X5XNBD Catalyst 2960L 8 port GigE with PoE, 2 x	\$ 60.37	1	\$ 60.37	12
CON-SNTP-ISR4321V	SNTC-24X7X4 Cisco ISR 4321 UC Bundle, PVD4-32, UCL	\$ 483.54	1	\$ 483.54	12
CON-SNT-WSC224SL	SNTC-8X5XNBD Catalyst 2960-X 24 G	\$ 183.84	1	\$ 183.84	12
CON-SNTP-ISR4321V	SNTC-24X7X4 Cisco ISR 4321 UC Bundle, PVD4-32, UCL	\$ 483.54	1	\$ 483.54	12
CON-SNT-WSC224SL	SNTC-8X5XNBD Catalyst 2960-X 24 G	\$ 183.84	1	\$ 183.84	12



	CenturyLink Onsite Support	\$ 55.32	1	\$ 55.32	12
	CenturyLink Onsite Support	\$ 14.82	1	\$ 14.82	12
	CenturyLink Onsite Support	\$ 39.51	1	\$ 39.51	12
	CenturyLink Onsite Support	\$ 27.44	1	\$ 27.44	12
	CenturyLink Onsite Support	\$ 108.00	1	\$ 108.00	12
	CenturyLink Onsite Support	\$ 22.06	1	\$ 22.06	12
	CenturyLink Onsite Support	\$ 9.55	1	\$ 9.55	12
	CenturyLink Onsite Support	\$ 2.63	1	\$ 2.63	12
	CenturyLink Onsite Support	\$ 66.95	1	\$ 66.95	12
	CenturyLink Onsite Support	\$ 22.06	1	\$ 22.06	12
	CenturyLink Onsite Support	\$ 9.55	1	\$ 9.55	12
	CenturyLink Onsite Support	\$ 2.63	1	\$ 2.63	12
	CenturyLink Onsite Support	\$ 66.95	1	\$ 66.95	12
	CenturyLink Onsite Support	\$ 22.06	1	\$ 22.06	12
	CenturyLink Onsite Support	\$ 66.95	1	\$ 66.95	12
	CenturyLink Onsite Support	\$ 22.06	1	\$ 22.06	12
	CenturyLink Onsite Support	\$ 22.06	1	\$ 22.06	12
	CenturyLink Onsite Support	\$ 7.24	1	\$ 7.24	12
	CenturyLink Onsite Support	\$ 66.95	1	\$ 66.95	12
	CenturyLink Onsite Support	\$ 22.06	1	\$ 22.06	12
	CenturyLink Onsite Support	\$ 7.24	1	\$ 7.24	12
	CenturyLink Onsite Support	\$ 66.95	1	\$ 66.95	12
	CenturyLink Onsite Support	\$ 22.06	1	\$ 22.06	12
	CenturyLink Onsite Support	\$ 66.95	1	\$ 66.95	12
	CenturyLink Onsite Support	\$ 22.06	1	\$ 22.06	12
<b>Implementation</b>					
QINTR-CISCO	Integration	\$ 24,384.34	1	\$ 24,384.34	
<b>Shipping and Handling</b>					
Shipping & Handling	Shipping & Handling	\$ 291.00	1	\$ 291.00	
		Materials Total		<b>\$45,427.70</b>	
		Support Services Total		<b>\$6,995.78</b>	
		Implementation Total		<b>\$24,384.34</b>	
		Shipping and Handling Total		<b>\$291.00</b>	
		<b>Grand Total Price to Customer</b>		<b>\$77,098.82</b>	

Note: Changes to configuration may result in pricing changes. This quote also excludes sales tax, which will be added to the invoice. Any expedite fees incurred after quote acceptance will be added to the invoice.

This quote is subject to the agreement currently in force between CenturyLink and Customer under which Customer has agreed to the terms and conditions for purchase of equipment and any associated installation and maintenance (the "Agreement"). This quote will not become effective unless and until CenturyLink and Customer have executed the Agreement referenced in this section.

Customer Representative: \_\_\_\_\_

Customer Signature: \_\_\_\_\_

Job Title: \_\_\_\_\_

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

CenturyLink Representative: \_\_\_\_\_

CenturyLink Signature:

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Job Title:

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Date:

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## Town of Valdese

This proposal is for the installation of a new Cisco BE6K Unified Communication solution. This solution will incorporate the following locations:

- Town Hall, 102 Massel Ave, Valdese (15 existing phones)
- Triple Water, 1492 Drexel Rd, Valdese (5 new desk phones, 1 new WiFi phone)
- Community Affairs, 400 Main St, Valdese (2 new desk phones, 1 new WiFi phone)
- Recreation, 312 Massel Ave, Valdese (6 new desk phones)
- Water Plant, 5105 Lakeview Acres Rd, Valdese (6 new desk phones)
- Waste Water, 2100 Lake Rhodhiss Dr, Valdese (5 new desk phones)
- Public Works, 100 Whisnant St, Valdese (5 new desk phones)

## Unified Communication

The Cisco Unified Communication solution will provide a single platform voice service to the locations listed above, allowing for a truly collaborative environment, allowing for 4 digit dialing and presence information. This system will also provide a unified messaging platform, Unity Connection, which will provide voice mail and ability to integrate with your email system to enable the delivery of you voice mails to your email inbox. We will also enable the Presence application which will allow your users to immediately see the availability of the members in your enterprise as send them instant messages, or click their name to have the system dial their phone. It will also offer the ability to have small scale video calls. It will be the responsibility of the customer to download the client apps, Centurylink will work with Valdese personnel to configure one client, and all subsequent adds will be the responsibility of the Valdese staff. Centurylink will provide a Software Design Engineer to work with the Valdese staff to gather all the data required to configure the system. We will also provide recommendations to help Valdese to develop a streamlined and optimized communications platform. The SDE will also provide end user training and training information (3 ea. 2 hr. sessions), and will also provide administration training on the system for up to two people (1 ea. 4 hr. session).

## Local Area Network (LAN)

Centurylink will be providing new Cisco Power over Ethernet switches for each location. These switches will provide the power necessary to enable the phones. Where possible we will integrate the existing ethernet switch. Centurylink Technicians will work with the Valdese IT staff to configure the switches to provide a high quality of service VLAN for the voice traffic, all regular data traffic will be regulated to a low priority data queue. Town of Valdese must have their IT staff available in order to determine the IP address assignments and to configure DHCP information/server. There are a couple of locations that will require the installation of Category 5 cabling to connect remote locations to the a PoE ethernet switch. Centurylink technicians will perform this task. There is also one location that will require the installation of a fiber span to connect a remote building. Centurylink technicians will install an aerial fiber connecting these buildings in order extend the LAN. It will be the responsibility of the Town of Valdese to provide all necessary rack space, power required, grounding, and security for this installation.

## Wide Area Network (WAN)

While a truly stable WAN requires dedicated connections / links, the implementation of VPN technologies will allow for a stable WAN to be built using VPN tunneling through the internet assuming the customer has enough bandwidth. Valdese currently uses this solution for their enterprise WAN data traffic. Centurylink will work with the Town of Valdese technical staff to optimize the current WAN environment. Our Centurylink Engineers will advise and help the Valdese staff to prioritize the voice traffic over the these connections, they will also work the Valdese staff on shaping and policy ideas to insure that there is enough bandwidth available for voice traffic. All modems/routers and VPN concentrators need for the WAN will be the supplied and configured by the Town of Valdese. Centurylink will only be providing guidance for best practices.

Centurylink will be providing PSTN (Public Switched Telephone Network) gateways at each location. Each has ports for terminating B1 lines (PRI for Town Hall) that will be used for E911 calls and also used in case of WAN failure and the inability to reach the Call Processor in Town Hall. This SRST (survivable remote site telephony) will allow each location to make and receive phone calls in the event of server failure or WAN failure.

## Summary

This will be a turnkey solution that will enable the Town of Valdese to enjoy a single platform for a truly collaborative communications environment. Centurylink will be providing a dedicated Project Manager and will lead progress meetings at preset intervals for the duration of the project. Please contact your Centurylink Account Manager for any questions or concerns.





## Project Description

### CenturyLink Responsibility:

1. In conjunction with the customer, gather existing data and voice infrastructure information via the Site survey process. (Where applicable)
  - a. Site addresses
  - b. Physical and logical network topology (LAN, WAN, WLAN, PSTN) configurations
  - c. Quality of Service, VLANS, Security, etc.
  - d. Existing fault tolerance and redundancy
  - e. Identify existing legacy platforms
  - f. Identify applicable 3rd party application requirements.
  - g. Collect & review floor plans received from customer.
2. Document all network/applications risks/gaps, and ensure that the customer is made aware of risks/gaps.
3. Provide a single point of contact ("CenturyLink Project Manager") for all issues relating to the implementation services.
4. All final project documentation has been given to the customer contact. This includes, but not limited to final system layout, network drawings, service numbers, CenturyLink contact information, training rosters, IP addresses, and server configurations.
5. Provide customer with CenturyLink's specifications relating to the environmental requirements of the site (including but not limited to power supplies, air conditioning, and physical location, temperature, electrical, humidity, air filtering).
6. All equipment and applications as defined in this scope of work and the sales contract are working per vendor and industry standards. This also includes any additions or deletions for Job Change Order (JCO) activity.

### Customer Responsibility:

1. Provide an adequate environment (room, power, light & temperature) for equipment per CenturyLink / Manufacturer's specifications. (See attachments)
2. Supply the workplace policies and environmental conditions in effect at the customer site(s).
3. Determine and allocate a safe, secure, and appropriate environment for storing the received equipment until onsite implementation and deployment.
4. Provide accurate cable and equipment records. Defective, non-standard or improperly installed cabling will not be used. Any corrective work (by CenturyLink) required to make the solution function properly will be billed on a time and material basis to the customer.
5. Provide location and WLAN access and information to CenturyLink in order for CenturyLink to assess WLAN environment relative to the proposed solution and associated applications.

6. Satisfactorily address WLAN assessment findings prior to implementation and sign off that the WLAN environment is acceptable.
7. Provide current protocol addressing scheme and current network diagram if applicable.
8. Gather and provide to CenturyLink all necessary and applicable network documentation, network access and information required for CenturyLink to provide a network, application and operational readiness analysis.
9. When requested by CenturyLink, provide current customer site building layouts, including the floor plans, location of cables, cable records and power sources.
10. Provide information and documentation required by CenturyLink within the specified timeframe agreed upon by CenturyLink and customer.
11. Provide a safe working environment.
12. Provide working hour access to customer owned facilities
13. Any Telco demarcation extension; unless documented in this Scope of Work.
14. Notify CenturyLink of any hardware and/or software upgrades or any other scheduled implementation activities within the customer's network at least ten (10) business days prior to and during the scheduled installation.
15. Suspend customer moves, adds, and changes ( 5 ) working days prior to installation date.
16. Provide remote access to equipment via either VPN or dial-up line.
  
17. Designate a single point of contact to whom all CenturyLink communications may be addressed and who has authority to act on all aspects of the services for approval of all Job Change Orders/Notices. Designate a backup when the customer contact is not available who has the authority to act on all aspects of the services in the absence of the primary contact.
18. Designate a facilities resource to expedite access to areas deemed secure.
19. With CenturyLink, review system requirements relative to bill of materials, scope of work, project implementation plan, and business and technical objectives.
20. Satisfactorily address identified network, application and operational readiness risks or gaps as identified by the CenturyLink team. Failure to address issues by date specified may result in project delay and additional time and materials billing.
21. Participate in implementation plan review and ensure customer assigned responsibilities are assigned and prioritized with the appropriate resources.
22. Identify internal resources to participate in system acceptance testing when necessary.
23. Sign off on test plan and acceptance criteria
24. Collaborate with CenturyLink to develop staff training plan. Sign off that the Staff training plan is acceptable; deviations will result in additional billing on a time and material basis. Insure all personnel attend training as outlined in the training plan.
25. Customer is responsible for all returns to their current leasing companies
26. Racking and stacking of equipment.
27. Installation of UPS system
28. Operation and maintenance of any and all equipment, not specified in an CenturyLink maintenance agreement, will be the customer's responsibility.

## **Change Management Policy:**

Changes to the scope or deliverables of this project will not be made without review and written approval by CenturyLink. All changes to scope or price will only be accepted through a change order. Requests for such changes may be initiated by the customer or CenturyLink.

## Change Management Procedures

A change order must be documented by the requesting party, including the following:

- Description of the change

- Reason for the change

- Anticipated effect the change will have on the scope of work, resources and delivery schedule.

The designated Project Manager, Sr. Project Manager or Program Manager of the requesting party will review the proposed change with his/her counterpart(s). All parties will evaluate and negotiate in good faith the changes to be made and the additional charges or billing arrangements, if any, to implement them.

Upon execution, the approved Change Order will be incorporated into, and made a part of, this Statement of Work and any previously approved pertinent Change Orders. Project manager is responsible for documenting any such changes.

## Change Management Precedence

Order and the original scope of work represented by this Statement of Work and other previously incorporated Change Orders, the terms and conditions of the most recently approved Change Order

## Restocking Fee

**Order Cancellation or Return of Equipment.** In CenturyLink's sole discretion, Equipment may be returned by Customer with prior approval and specific shipping instructions from CenturyLink, and must be in original manufacturer's boxes or packaging for CenturyLink to accept the return. In addition to all other applicable charges, Customer will pay CenturyLink a restock charge of 25% of the purchase price as liquidated damages, and not as a penalty, upon the return of Equipment if the return is due to a Customer ordering error or Customer's late cancellation of an order. Customer is responsible for any damage to the Equipment while in Customer's possession or during return shipment to CenturyLink.

**Pre-Delivery.** If Customer repudiates, gives notice of cancellation, or otherwise breaches this Annex prior to delivery of the Equipment, Customer will pay CenturyLink as liquidated damages, and not as a penalty, 25% of the purchase price or CenturyLink's out of pocket costs incurred as a result of Customer's cancellation, whichever is greater

**Post-Delivery.** If Customer breaches this SoW after delivery of the Equipment, CenturyLink may, in addition to any other remedies available to CenturyLink: (a) declare all sums due and payable immediately; (b) discontinue discounts related to Equipment; (c) cease installation or delivery or disconnect and deactivate Equipment until amounts due are paid; or (d) retake possession of Equipment and retain all sums paid by Customer as a setoff against expenses incurred.



**Drop Ship.** Purchases where CenturyLink will not be providing installation (“Drop Ship”) may not be cancelled following order placement without prior written authorization of CenturyLink or assignment of a return authorization number (“Call Tag Number”).

### **CenturyLink Scope of Work Acceptance:**

Customer agrees to all information and requirements within this Scope of Work.

CenturyLink Implementation Approval: \_\_\_\_\_

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

Customer Acceptance: \_\_\_\_\_

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

\*\* BSM to retain copy for records



## RESOLUTION OF INTENT

A Resolution Declaring the Town Council's Intent to Close of a section of Whisnant Street

WHEREAS, the Town Council intends to close a section of Whisnant Street;

WHEREAS, the Town Council is required by G.S. 160A-299 to call for a public hearing on the matter;

NOW, THEREFORE, be it resolved by the Town Council of the Town of Valdese that:

1. The Town Council intends to close a section of Whisnant Street as shown on an unrecorded plat dated September 12, 2017, and entitled "Town of Valdese (Whisnant Street SE Relocation)", which is available for inspection at the Valdese Town Hall.
2. A public hearing on the question will be held at 6:00 p.m. on the 4th day of December, 2017, at the Valdese Town Hall in Valdese, North Carolina.
3. The Town Clerk is hereby directed to publish this Resolution of Intent once a week for four (4) successive weeks in the Morganton New Herald.
4. The Town Clerk is further directed to send by registered or certified mail a copy of this Resolution of Intent to all owners of property adjoining the street as shown on the county tax records.
5. The Town Clerk is further directed to cause adequate notices of this Resolution of Intent and scheduled public hearing to be posted as required by G.S. 160A-299.

This resolution was adopted this 2nd day of October, 2017.

**PUBLISH: October 7, 13, 20, and 27, 2017**



# Town of Valdese

## Agenda Packet

### Communication Notes

**Submitted by:** Bryan Duckworth  
Public Works Director

**Department:** Public Works  
Water and Sewer Construction

**Contact Number:** 828-879-2128

**Date Submitted:** December 18 2017

**Email:** [bduckworth@valdesenc.gov](mailto:bduckworth@valdesenc.gov)

**Date of Council Meeting to consider item:** January 2 2018

**Council Action Requested:** Approval of Purchase Ford F150 Pick Up Utility Department

State Contract – Asheville Ford

**Funding** – Current Budget - Line Item 30-8120-741

**Special Information:**

Purchase of this vehicle will be replacing a 2004 Chevy 1500 4x4. 2004 will be transferred to another department upon purchase of new vehicle



Asheville Ford Lincoln  
611 Brevard Rd., Asheville, North Carolina, 288062201  
Office: 828-253-2731  
Fax: 828-258-6012

## Customer Proposal

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**Prepared for:**

Town of Valdese

**Prepared by:**

Jeffrey Williams  
Office: 828-279-4933  
Email: [jwilliams@ashevilleford.com](mailto:jwilliams@ashevilleford.com)

**Date:** 12/04/2017

**Vehicle:** 2018 F-150 XL  
4x4 Regular Cab Styleside 8' box 141" WB

**Quote ID:** 1204201702







Asheville Ford Lincoln  
611 Brevard Rd., Asheville, North Carolina,  
288062201  
Office: 828-253-2731  
Fax: 828-258-6012

**2018 F-150, Regular Cab Styleside**  
4x4 Regular Cab Styleside 8' box 141" WB  
XL(F1E)  
Price Level: 815 Quote ID: 1204201702

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## Selected Options

Code	Description
<b>Base Vehicle</b>	
F1E	Base Vehicle Price (F1E)
<b>Packages</b>	
100A	Equipment Group 100A Base <i>Includes:</i> - Engine: 3.3L V6 PDFI - Includes auto start-stop technology and flex-fuel capability. - Transmission: Electronic 6-Speed Automatic - Includes selectable drive modes: normal/tow-haul/sport. - 3.73 Axle Ratio - GVWR: 6,390 lbs Payload Package - Tires: P265/70R17 OWL A/T - Wheels: 17" Silver Steel - Radio: AM/FM Stereo w/4 Speakers - Includes auxiliary audio input jack (not available with SYNC).
<b>Powertrain</b>	
99B	Engine: 3.3L V6 PDFI <i>Includes auto start-stop technology and flex-fuel capability.</i>
446	Transmission: Electronic 6-Speed Automatic <i>Includes selectable drive modes: normal/tow-haul/sport.</i>
X26	3.73 Axle Ratio
STDGV	GVWR: 6,390 lbs Payload Package
<b>Wheels &amp; Tires</b>	
STDTR	Tires: P265/70R17 OWL A/T
64C	Wheels: 17" Silver Steel
<b>Seats &amp; Seat Trim</b>	
A	Vinyl 40/20/40 Front Seat
<b>Other Options</b>	
141WB	141" Wheelbase
PAINT	Monotone Paint Application
STDRD	Radio: AM/FM Stereo w/4 Speakers <i>Includes auxiliary audio input jack (not available with SYNC).</i>
53B	Class IV Trailer Hitch Receiver  Ordering the Trailer Tow Package does not include Integrated Brake Controller (67T). Integrated Brake Controller (67T) is a standalone option and must be ordered separately.

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



**44 Asheville Ford Lincoln**  
 611 Brevard Rd., Asheville, North Carolina,  
 288062201  
 Office: 828-253-2731  
 Fax: 828-258-6012

**2018 F-150, Regular Cab Styleside**  
 4x4 Regular Cab Styleside 8' box 141" WB  
 XL(F1E)  
 Price Level: 815 Quote ID: 1204201702

## Selected Options (cont'd)

Code	Description
96W	<p><i>Includes towing capability up to 5,000 lbs. on 3.3L V6 PFDI engine (99B) and 2.7L EcoBoost engine (99P) or up to 7,000 lbs. on 3.5L EcoBoost engine (99G) and 5.0L V8 engine (995), smart trailer tow connector and 4-pin/7-pin wiring harness.</i></p> <p><b>Spray-In Bedliner (Pre-Installed)</b>  <i>Custom Accessory.</i></p>
<b>Interior Colors</b>	
AG_02	Medium Earth Gray
<b>Primary Colors</b>	
YZ_01	Oxford White

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: Town of Valdese  
 By: Jeffrey Williams Date: 12/04/2017



45 Asheville Ford Lincoln  
 611 Brevard Rd., Asheville, North Carolina,  
 288062201  
 Office: 828-253-2731  
 Fax: 828-258-6012

**2018 F-150, Regular Cab Styleside**  
 4x4 Regular Cab Styleside 8' box 141" WB  
 XL(F1E)  
 Price Level: 815 Quote ID: 1204201702

## Pricing - Single Vehicle

	<b>MSRP</b>
<i>Vehicle Pricing</i>	\$34,210.00
<i>Pre-Tax Adjustments</i>	
<b>Description</b>	
Fleet Concession	-\$7,400.00
DEALER DISCOUNT	-\$3,584.79
<b>Total</b>	<b>\$23,225.21</b>

Customer Signature

Acceptance Date

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: Town of Valdese  
 By: Jeffrey Williams Date: 12/04/2017



### Major Equipment

(Based on selected options, shown at right)

3.3L V-6 DOHC w/port/direct injection 290hp  
 6 speed automatic w/OD

- \* Auto stop-start feature
- \* Brake assistance
- \* Traction control
- \* Battery with run down protection
- \* Air conditioning
- \* AM/FM stereo with seek-scan, auxiliary audio input
- \* Dual manual mirrors
- \* 17 x 7.5 steel wheels
- \* Driver and front passenger seat mounted side airbags
- \* SecuriLock immobilizer
- \* Reclining front split-bench seats
- \* Class IV hitch
- \* Rear axle capacity: 4800 lbs.
- \* Rear spring rating: 3350 lbs.
- \* Frame Yield Strength 49300 psi

Exterior:Oxford White  
 Interior:Medium Earth Gray

- \* 4-wheel ABS
- \* Electric parking brake
- \* P 265/70R17 OWL AT S-rated tires
- \* Advance Trac w/Roll Stability Control
- \* Tinted glass
- \* Daytime running
- \* Variable intermittent wipers
- \* Dual front airbags
- \* Airbag occupancy sensor
- \* Tachometer
- \* Steering-wheel mounted audio controls
- \* Front axle capacity: 3750 lbs.
- \* Front spring rating: 3225 lbs.
- \* Frame section modulus: 5 cu.in.

### Fuel Economy

**City**

18 mpg



**Hwy**

23 mpg

### Selected Options

MSRP

STANDARD VEHICLE PRICE .....	\$32,325.00
Equipment Group 100A Base .....	N/C
141" Wheelbase .....	STD
Monotone Paint Application .....	STD
Class IV Trailer Hitch Receiver .....	\$95.00
Spray-In Bedliner (Pre-Installed) .....	\$495.00
Oxford White .....	N/C
Engine: 3.3L V6 PDFI .....	Included
Transmission: Electronic 6-Speed Automatic .....	Included
3.73 Axle Ratio .....	Included
GVWR: 6,390 lbs Payload Package .....	Included
Tires: P265/70R17 OWL A/T .....	Included
Wheels: 17" Silver Steel .....	Included
Radio: AM/FM Stereo w/4 Speakers .....	Included
Vinyl 40/20/40 Front Seat .....	N/C
Medium Earth Gray .....	N/C

SUBTOTAL .....

\$32,915.00

Destination Charge .....

\$1,295.00

**TOTAL .....**

**\$34,210.00**

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



# Town of Valdese

**Agenda Packet**

**Communication Notes**

**Submitted by:** Bryan Duckworth  
Public Works Director

**Department:** Public Works  
Water and Sewer Construction

**Contact Number:** 828-879-2128

**Date Submitted:** December 18 2017

**Email:** [bduckworth@valdesenc.gov](mailto:bduckworth@valdesenc.gov)

**Date of Council Meeting to consider item:** January 2 2018

**Council Action Requested:** Approval of Purchase Ford Explorer – Town Hall Administration

State Contract – Asheville Ford

**Funding** – Current Budget - Line Item 30-8120-741

**Special Information:**

Purchase of this vehicle will be replacing a 1996 Dodge Caravan. Caravan will be transferred to another department upon purchase of new vehicle



Asheville Ford Lincoln  
611 Brevard Rd., Asheville, North Carolina, 288062201  
Office: 828-253-2731  
Fax: 828-258-6012

## Customer Proposal

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**Prepared for:**

Town of Valdese

**Prepared by:**

Jeffrey Williams  
Office: 828-279-4933  
Email: [jwilliams@ashevilleford.com](mailto:jwilliams@ashevilleford.com)

**Date:** 12/04/2017

**Vehicle:** 2018 Explorer AWD  
4dr 4x4

**Quote ID:** 1204201703





**Asheville Ford Lincoln**  
611 Brevard Rd., Asheville, North Carolina,  
288062201  
Office: 828-253-2731  
Fax: 828-258-6012

**2018 Explorer, Sport Utility**  
4dr 4x4 AWD(K8B)  
Price Level: 815 Quote ID: 1204201703

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Selected Options .....	3
Pricing - Single Vehicle .....	5
Window Sticker .....	6



## Selected Options

Code	Description
<b>Base Vehicle</b>	
K8B	Base Vehicle Price (K8B)
<b>Packages</b>	
100A	<p>Equipment Group 100A</p> <p><i>Includes:</i></p> <ul style="list-style-type: none"> <li>- Engine: 3.5L Ti-VCT V6 (FFV)</li> <li>- Flexible Fuel Vehicle (FFV) system is standard equipment for vehicles with the 3.5L Ti-VCT V6 engine shipped to Federal Emissions States or Cross Border State dealers and is only available with a Federal emissions system. (FFV system not available with code 422 and requires code 936 or 423 if applicable for California Emissions State dealer destinations). Cross border states include AZ, DC, ID, NH, NV, OH, VA, WV.</li> <li>- Transmission: 6-Speed SelectShift Automatic</li> <li>- 3.65 Axle Ratio</li> <li>- GVWR: 6,160 lbs</li> <li>- Tires: P245/60R18 AS BSW</li> <li>- Wheels: 18" Painted Aluminum</li> <li>- Cloth Bucket Seats</li> </ul> <p><i>Includes 8-way power driver's seat with power lumbar and manual recline, 4-way manual front passenger seat with manual recline and 4-way manually adjustable driver and front passenger head restraints.</i></p> <ul style="list-style-type: none"> <li>- Radio: AM/FM Stereo</li> <li>- Includes MP3 capability, 6 speakers and speed-compensated volume.</li> <li>- SYNC Communication &amp; Entertainment System</li> <li>- Includes enhanced voice recognition, 911 Assist, 4.2" LCD screen in center stack, AppLink and 1 smart-charging multimedia USB port in the Media Hub.</li> </ul>
<b>Powertrain</b>	
998	<p>Engine: 3.5L Ti-VCT V6 (FFV)</p> <p>Not standard equipment in CA Emissions States.</p> <p><i>Flexible Fuel Vehicle (FFV) system is standard equipment for vehicles with the 3.5L Ti-VCT V6 engine shipped to Federal Emissions States or Cross Border State dealers and is only available with a Federal emissions system. (FFV system not available with code 422 and requires code 936 or 423 if applicable for California Emissions State dealer destinations). Cross border states include AZ, DC, ID, NH, NV, OH, VA, WV.</i></p>
44J	Transmission: 6-Speed SelectShift Automatic
STDAX	3.65 Axle Ratio
STDGV	GVWR: 6,160 lbs
<b>Wheels &amp; Tires</b>	
STDTR	Tires: P245/60R18 AS BSW
STDWL	Wheels: 18" Painted Aluminum
<b>Seats &amp; Seat Trim</b>	
7	<p>Cloth Bucket Seats</p> <p><i>Includes 8-way power driver's seat with power lumbar and manual recline, 4-way manual front passenger seat with manual recline and 4-way manually adjustable driver and front passenger head restraints.</i></p>

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.





51 Asheville Ford Lincoln  
 611 Brevard Rd., Asheville, North Carolina,  
 288062201  
 Office: 828-253-2731  
 Fax: 828-258-6012

**2018 Explorer, Sport Utility**  
 4dr 4x4 AWD(K8B)  
 Price Level: 815 Quote ID: 1204201703

## Selected Options (cont'd)

Code	Description
<b>Other Options</b>	
PAINT	Monotone Paint Application
113WB	113" Wheelbase
STDRD	Radio: AM/FM Stereo <i>Includes MP3 capability, 6 speakers and speed-compensated volume. Includes: - SYNC Communication &amp; Entertainment System Includes enhanced voice recognition, 911 Assist, 4.2" LCD screen in center stack, AppLink and 1 smart-charging multimedia USB port in the Media Hub.</i>
16N	Front & Second Row Floor Liners
153	Front License Plate Bracket
<b>Interior Colors</b>	
7L_01	Medium Stone
<b>Primary Colors</b>	
YZ_01	Oxford White

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Prepared for: Town of Valdese  
 By: Jeffrey Williams Date: 12/04/2017



52 Asheville Ford Lincoln  
 611 Brevard Rd., Asheville, North Carolina,  
 288062201  
 Office: 828-253-2731  
 Fax: 828-258-6012

**2018 Explorer, Sport Utility**  
 4dr 4x4 AWD(K8B)  
 Price Level: 815 Quote ID: 1204201703

## Pricing - Single Vehicle

	<b>MSRP</b>
<i>Vehicle Pricing</i>	\$35,255.00
<i>Pre-Tax Adjustments</i>	
<b>Description</b>	
Fleet Concession	-\$4,800.00
DEALER DISCOUNT	-\$3,207.95
<b>Total</b>	<b>\$27,247.05</b>

Customer Signature

Acceptance Date

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: Town of Valdese  
 By: Jeffrey Williams Date: 12/04/2017

### Major Equipment

(Based on selected options, shown at right)

- |   |  |
|---|--|
| 3.5L V-6 DOHC w/SMPI 290hp  | Exterior:Oxford White                                  |
| 6 speed automatic w/OD  | Interior:Medium Stone                                  |
| * 4-wheel ABS   | * Brake assistance                                     |
| * Terrain Management System   | * P 245/60R18 BSW AS H-rated tires                     |
| * Battery with run down protection  | * Advance Trac w/Roll Stability Control                |
| * Air conditioning  | * Tinted glass   |
| * AM/FM/Satellite-prep with seek-scan, auxiliary audio input, external memory control, internet radio | * Bluetooth wireless streaming                         |
| * Daytime running   | * LED brakelights                                      |
| * Rear child safety locks   | * Dual power remote heated mirrors                     |
| * Variable intermittent speed-sensitive wipers wipers   | * 18 x 7.5 aluminum wheels                             |
| * Dual front airbags  | * Driver and front passenger seat mounted side airbags |
| * Airbag occupancy sensor   | * SecuriLock immobilizer                               |
| * Rear window defroster   | * Tachometer   |
| * Message Center  | * Underseat ducts                                      |
| * Reclining front bucket seats  | * 60-40 folding 2nd row split-bench                    |
| * 50-50 foldingsplit-bench  | * Audio control on steering wheel                      |
| * No Boundaries Roof Rack   |  |

### Fuel Economy

**City**

16 mpg



**Hwy**

22 mpg

### Selected Options

MSRP

STANDARD VEHICLE PRICE .....	\$34,140.00
Equipment Group 100A .....	N/C
Monotone Paint Application .....	STD
113" Wheelbase .....	STD
Oxford White .....	N/C
Medium Stone .....	N/C
Engine: 3.5L Ti-VCT V6 (FFV) .....	Included
Transmission: 6-Speed SelectShift Automatic .....	Included
3.65 Axle Ratio .....	Included
GVWR: 6,160 lbs .....	Included
Tires: P245/60R18 AS BSW .....	Included
Wheels: 18" Painted Aluminum .....	Included
Cloth Bucket Seats .....	Included
Radio: AM/FM Stereo .....	Included
SYNC Communication & Entertainment System .....	Included
Front License Plate Bracket .....	N/C
Front & Second Row Floor Liners .....	\$120.00
<hr/>	
SUBTOTAL .....	\$34,260.00
Destination Charge .....	\$995.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



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**Asheville Ford Lincoln**

611 Brevard Rd., Asheville, North Carolina, 288062201

Office: 828-253-2731

Fax: 828-258-6012

**2018 Explorer, Sport Utility**

4dr 4x4 AWD(K8B)

Price Level: 815 Quote ID: 1204201703

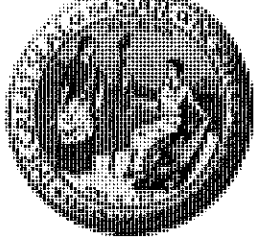
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**TOTAL ..... \$35,255.00**

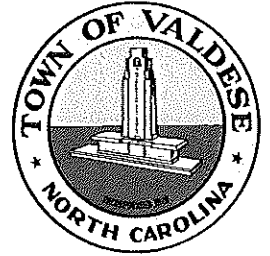
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Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared for: Town of Valdese  
By: Jeffrey Williams Date: 12/04/2017



State of North Carolina – County of Burke  
**Town of Valdese Lease Agreement**



THIS AGREEMENT, made and entered into this First day of February 2018, by and between the TOWN OF VALDESE, hereinafter called “Lessor” and Dr. Kyle Barnes hereinafter called “Lessee”; Lessor and Lessee are hereinafter referred to collectively as the “Parties”.

**ARTICLE 1.00**

**Creation of Tenancy, Term and General Conditions**

- 1.01 **DEMISE OF PREMISES:** Lessor, for and in consideration of the rentals hereinafter provided and in further consideration of the covenants, conditions, and provisions hereinafter contained, does hereby demise and lease unto Lessee the property (hereinafter called “Premises”) located in that building known as the Valdese Old Rock School, Main Street, Valdese, Burke County, North Carolina, and being Suite(s) Storage Room as described on the attached Exhibit “A,” together with the right of access and use to the common areas of the building and parking, subject to the restrictions hereinafter set out.
- 1.02 **TERM:** The Lessee shall have and hold the premises for a period of time commencing the First day of February, 2018 and extending to the 31<sup>st</sup> day of January 2018.
- 1.03 **RENT:** Lessee agrees to pay Lessor a monthly rent of \$50.00. The first month’s rent shall be due and payable at the time of execution of this Lease, with each subsequent monthly rent being due and payable on the first day of the month for each and every month thereafter during the Lease term. In addition, the Lessee shall pay to the Lessor a deposit in the sum equal to one month’s rent. Said sum will be held by the Lessor and applied as a payment or partial payment of any damages that might occur by reason of a default under this agreement.
- 1.04 **UTILITIES:** During the term of this Lease the Lessor shall provide heating and air conditioning Monday through Friday of each week from 8:00 A.M. until 5:00 P.M., and such other times in the Lessor’s sole discretion. The Lessee shall be responsible for all other utilities, including electricity (other than lights) and telephone.
- 1.05 **TAXES:** During the term of this Lease the Lessor shall pay any taxes which might come due on the real property, however, the Lessee shall be responsible for all taxes on the personalty located on the premises.
- 1.06 **GENERAL CONDITIONS:** This Lease is made by Lessor and accepted by Lessee subject to the following:



- 56 of 75
- 1.01.1 All zoning regulations affecting the premises now or hereafter in force.
  - 1.01.2 All ordinances, statutes, and regulations, and any presently existing violations thereof, whether or not of record.
  - 1.01.3 The existing condition and state of repair of the premises.

## **ARTICLE 2.00**

### **Use of Premises**

#### **2.01 CHARACTER OF USE:**

- 2.01.1 The premises shall be used by the Lessee for a **Private Office & File Storage** and shall not be used by Lessee for any other purpose without the prior written consent of the Lessor.
- 2.01.2 Lessee covenants and agrees to comply with all legal requirements of the City, County, State and Federal Governments respecting any operation conducted, or any equipment installations or property located at the premises, and Lessee further covenants and agrees not to create or permit the creation of any nuisance on the premises, or to make any other offensive use thereof.

**2.02 IMPROVEMENT AND ALTERATION OF PREMISES:** Lessee shall not make, and shall not have the right to make any alterations, changes or improvements, structural, or otherwise in or to the premises without Lessor's prior written consent, provided, that if such consent is given, all such alterations, changes, and improvements shall be at Lessee's expense and shall become the property of Lessor at the termination of the Lease. The granting or denial of consent as provided for in this section shall be the subject of Lessor's sole and absolute discretion.

**2.03 TRADE FIXTURES:** Lessee will be permitted to install trade fixtures on the premises without necessity of written consent by Lessor, and shall be permitted to remove such fixtures upon the expiration of the Lease term, provided that the removal of such fixtures will not permanently damage the premises, and provided that Lessee shall return the premises to their condition at the commencement of this Lease.

## **ARTICLE 3.00**

### **Condition of Premises**

**3.01 ACCEPTANCE OF PREMISES:** Lessee acknowledges that the act of taking possession of the premises shall constitute conclusive evidence that Lessee has inspected and examined the premises, and that the same were and are in good and satisfactory condition.

**3.02 MAINTENANCE:** Lessee covenants and agrees to maintain said premises in their present condition, reasonable wear and tear excepted, during the term of this Lease or any extension thereof at Lessee's own cost and expense. Lessor shall maintain the roof, exterior walls, plumbing, heating and electrical

system except to the extent that the same shall be damaged by the negligence, misuse or overuse by Lessee in which case Lessee shall make said repairs.

In addition, the Lessor shall be responsible for and maintain all common areas in the building, which shall consist of halls and restrooms. The Lessee and its guests may use such common areas, but will make no business use of or store any property in any common areas.

- 3.03 PARKING:** The Lessee and its guests and/or customers, may use the parking lot adjacent to the building between the hours of 7:30 A.M. and 6:00 P.M. on Monday through Friday, and such other times subject to regulations and restrictions as may be determined by the Lessor.
- 3.04 ACCESS:** The Lessee shall have access to the building between the hours of 7:30 A.M. and 6:00 P.M. on Monday through Friday (except on Holidays) and such other times subject to regulations and the Lessor may determine restrictions. The Lessor reserves the right to secure and lock the building and otherwise limit access, as it should determine advisable during other hours.
- 3.05 CONDITIONS UPON TERMINATION:** Upon the expiration, termination or acceleration of Lessee's obligations under this Lease, Lessee shall return the premises to a condition at least as good as their condition upon the commencement of this Lease, ordinary wear and tear accepted.

## ARTICLE 4.00

### Insurance, Liability of Parties

- 4.01 CASUALTY INSURANCE:** Lessor shall carry, at Lessor's expense, fire insurance with extended coverage insuring loss or damage to the premises. Lessee shall be responsible for insuring Lessee's personal property on the premises.
- 4.02 LIABILITY INSURANCE:** Throughout the continuance of this Lease, Lessee shall keep the premises insured, at Lessee's sole cost and expense, against claims for personal injury or property damage under a policy of general liability insurance, with a single limit of at least \$500,000.
- 4.03 INDEMNIFICATION:** The Lessee will protect, indemnify, save and hold harmless the Lessor, its officers, agents, servants, and employees, from and against any and all claims, demands, expense, and liability, arising out of injury or property which may occur on or in the demised premises or which may arise, or in any way grow out of any act or omission of the Lessee, its (his) agents, subcontractors, servants, and employees of the use and occupancy of the demised premises by the Lessee or anyone using or occupying said premises as a guest, patron, or invitee of Lessee.
- 4.04 WAIVERS:** Insofar as it may be permitted by the terms of the fire or extended coverage insurance policy carried by the Lessor or Lessee, each party hereby releases the other with respect to any claim (including a claim for negligence) that it might have against the other party for loss, damage or destruction with respect to its property by fire or other casualty (including rental value or business interruption, as the case may be) occurring during the term of this Lease. In the event one or both of the

58 of 75 parties' insurance policies do not permit this waiver, such party will immediately give notice of such denial to the other party and upon such request shall cause the other party to be named in such policy or policies as one of the name insured.

## ARTICLE 5.00

### Termination, Default, Remedies

- 5.01 HOLDOVER TENANCY:** In the event that Lessee remains in possession after the expiration of the term hereof or the validly commenced extension thereof and without the execution of a new Lease, Lessee shall not acquire any right, title or interest in or to the premises and in such event Lessee shall occupy the premises as Lessee from month to month and be subject to all conditions, provisions, and obligations of this Lease in so far as the same shall be applicable.
- 5.02 DEFAULT OR BREACH OF COVENANT:** If Lessee shall fail to timely make any payment of rent herein provided for, or promptly perform any other covenant or obligation imposed upon it hereunder and shall fail to make good such Default within ten (10) days after written notice from the Lessor to Lessee, Lessor may enter the premises and expel Lessee therefrom without prejudice to any and all other remedies that may be available to Lessor under the laws.
- 5.03 REMEDIES ARE CUMULATIVE:** To the extent that the remedies provided for under this Lease are not clearly inconsistent, they shall be cumulative, and Lessor shall be entitled to pursue all or any part of the remedies provided herein. The remedies specified in this Lease are in addition to, and not in lieu of any remedies otherwise available to Lessor by law or in equity. Pursuit of any remedy by Lessor shall not constitute a binding election of such remedy or prevent Lessor from seeking other relief.
- 5.04 COSTS AND ATTORNEYS FEES:** In addition to any other damages sustained by Lessor as a result of Lessee's Default, Lessor shall be entitled to recover of Lessee all reasonable attorneys' fees and costs incurred in pursuit of Lessor's remedies.
- 5.05 ACCEPTANCE OF SURRENDER:** No act or conduct of Lessor, including without limitation, the acceptance of the keys to the premises shall constitute an acceptance of the surrender of the premises by Lessor before the expiration of the term. Only a Notice from Lessor to Lessee shall constitute acceptance of the surrender of the Premises and accomplish a termination of this Lease.

## ARTICLE 6.00

### Destruction of Taking of Premises

- 6.01 DAMAGE BY CASUALTY OR FIRE:** If said premises should be damaged or destroyed by casualty, explosion or fire, as to be unfit for Lessee's continued use, then this Lease shall thereupon be terminated and the rent for the month in which the damage occurred shall be apportioned and refunded to Lessee; but if said premises should be damaged or destroyed by casualty, explosion or fire, however caused or

by the elements, or any cause or happening and still be fit for Lessee's continued use, then the same shall be promptly restored by Lessor to their previous condition and a just and fair proportion of the rent herein reserved shall abate until the same have been completely restored, and a like proportion of any rent unpaid in advance shall be refunded to Lessee.

The Lessor may, following damage as above provided, elect to terminate this Lease by providing the Lessee with written notice of its election within ninety (90) days of the occurrence of the damage.

## **ARTICLE 7.00**

### **Additional Provisions**

- 7.01 ASSIGNMENT AND SUBLETTING:** Lessee shall not have the right to assign or sublet the within Lease or sublet the premises in whole or in part without first obtaining the written consent of the Lessor. No approval of assignment or subletting shall be effective until the prospective assignee or Sublessee shall have given Lessor Notice acknowledging familiarity with the terms of this Lease and evidencing agreement to be bound thereby. Any assignment or subletting in violation of this provision shall be void and the discretion of the Lessor as to whether to permit such assignment or sublease is absolute.
- 7.02 RIGHT OF ENTRY:** Lessor shall have the right at all reasonable times to enter and inspect the premises, and to take any action which Lessor reasonably believes to be necessary to protect the premises from damage.

## **ARTICLE 8.00**

### **Special Provisions**

- 8.01 RELATIONSHIP OF PARTIES:** It is specifically understood that the parties hereto have created a Lessor-Lessee relationship with respect to the demised premises and that the Lessor shall in no way control or be responsible for the acts of the Lessee with respect to the operations carried out on the demised premises. The Lessee specifically agrees to indemnify and hold harmless the Lessor from any loss by reason of operation on the premises and it is further agreed to erect a suitable sign to be placed in a visible located on the demised premises indicating the name and ownership of the business being rented upon the property and further the Lessee agrees not to take any action that might in any way indicate any involvement by Lessor in the Lessee's business except as hereinafter set out.

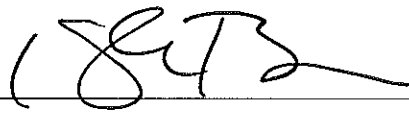
## **ARTICLE 9.00**

### **Interpretation, Execution**

- 9.01 GOVERNING LAW:** The laws and decisions of the State of North Carolina will govern and control the construction, enforceability, validity, and interpretation of this Lease and of all agreements, instruments and documents heretofore, now or hereafter executed by Lessee and delivered to Lessor pertaining or relating to this Lease or the transaction contemplated herein.

- 9.02 MODIFICATION:** This Lease, together with the schedules and exhibits attached hereto, contains the full, final and exclusive statement of the Lease between Lessor and Lessee relating to the leasing of the premises and cannot be amended, altered, modified or terminated except by a written agreement signed by both Lessor and Lessee. The parties hereto specifically relinquish any rights they may have to orally rescind or otherwise terminate this Lease and acknowledge that they will not rely upon any such oral agreements.
- 9.03 SEVERABILITY:** If any clause or provision of this Lease is illegal, invalid or unenforceable under present or future laws effective during the term of extensions thereof, in that event it is the intention of the Parties hereto that the remainder of this Lease shall not be affected thereby.
- 9.04 CAPTIONS:** The caption of each Section is added as a matter of convenience only, and shall be considered of no effect in the construction of any provision of this Lease.
- 9.05 WORD USAGE:** Throughout this Lease, the masculine gender shall include the plural and vice versa, wherever the context requires such construction.
- 9.06 EFFECT UPON SUCCESSORS:** This Lease shall inure to the benefit of and shall be binding upon the heirs, executors, administrators, conservators, guardians, or other legal representatives and assigns of each party.
- 9.07 MULTIPLE SIGNATURES:** If there is more than one signer (exclusive of Lessor) of this Lease, whether as Lessee or a co-signer, their obligations will joint and several, and term "Lessee" will include each such party, jointly and severally.
- 9.08 QUIET ENJOYMENT:** The Lessor agrees that Lessee on paying the stipulated rental and keeping and performing the agreement and covenants herein contained, shall hold and enjoy the premises for the term aforesaid, subject however to the terms of this Lease, and further warrants that the use of the premises called for herein do not violate the terms of any zoning affecting the premises.

X \_\_\_\_\_  
*Town of Valdese*  
 Seth Eckard, Town Manager  
 Lessor

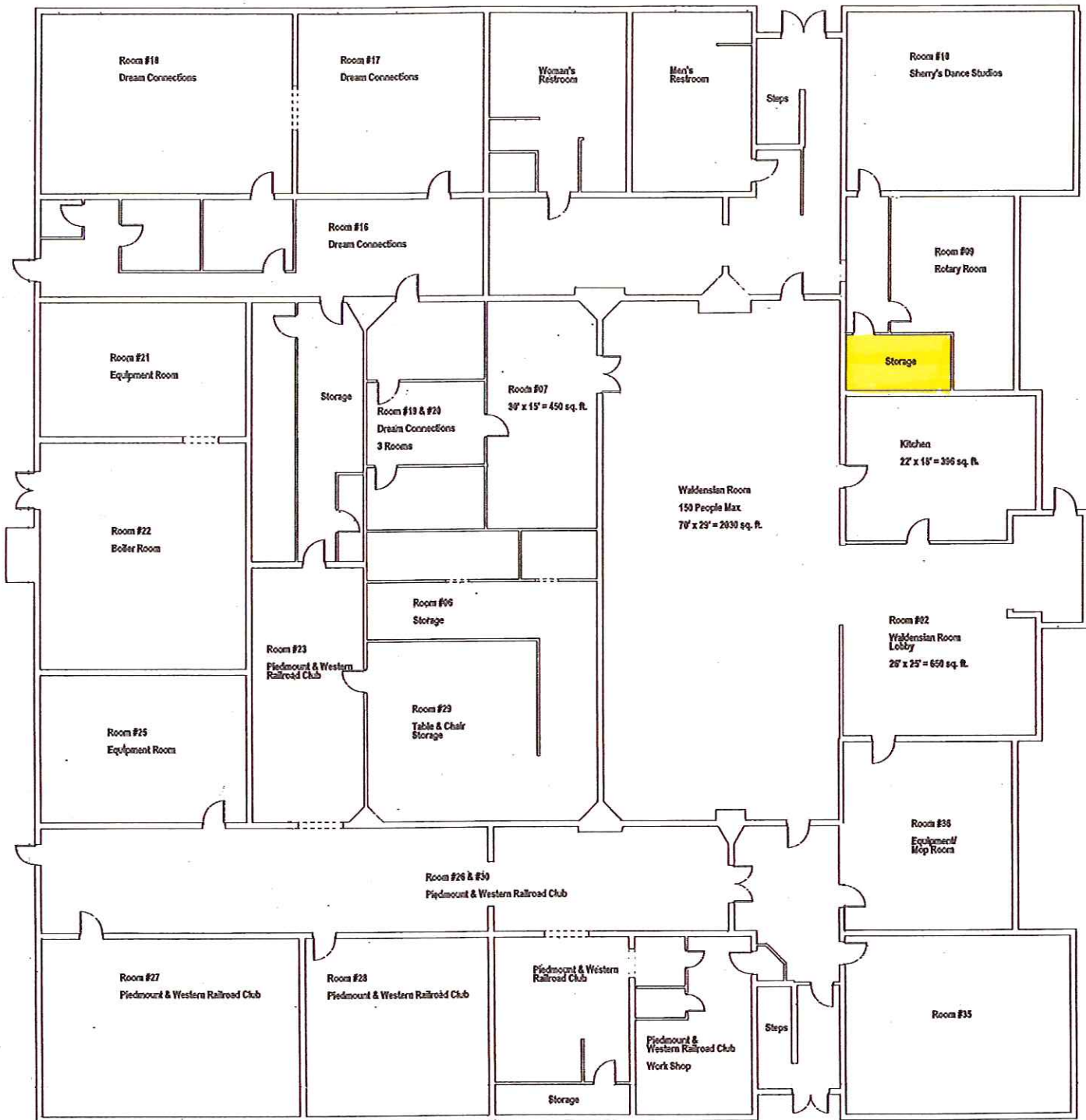
X  \_\_\_\_\_  
*Dr. Kyle Barnes.*  
 Dr. Kyle Barnes, Owner  
 Lessee

X \_\_\_\_\_  
 Witness (Attest)

X \_\_\_\_\_  
 Witness



# Exhibit A



# Main Street 2017

Valdese North Carolina

# Downtown Development

## Façade Grants

- Old World Baking Company & Talk of the Town– Completed waiting for approval for payout
- Los Compadres Mexican Restaurant - Completed
- UnitOne Fitness/Debbie Huffman Dance (2) – application and rendering received – waiting on building owner for cost estimates
- Elgie McGalliard – waiting for cost estimates
- Hoilman Electric – application given to building owner, waiting for submission
- The Stitchery – application given to building owner, waiting for submission
- Burke Oil Building – application given to building owner, waiting for submission







### In result other building owners have made improvements also:

- Salon Di Bellezza & Mimosa Beauty Salon
- Retro Hair Salon (new location next to Myra's General Antiques)
- Old Rock School (new paint & woodwork repaired)
- Kelly Harmon Photography – new sign
- Purchase of vacant building across from Myra's – *plans to renovate are in the works*

### Interior Improvements to:

- The Stitchery
- Debbie Huffman Dance Academy



# Major Projects

## Streetscape

- New flower bed surrounds from Italy Street to the Old Rock School
- New flower bed plantings (more still to come Spring 2018)
- Addition of arches to planter boxes for hanging baskets
- Purchase of 10 more planter boxes underway
- Stamped brick crosswalk with NCDOT – by Spring 2018

# New Businesses

(in downtown district)

- Provantage Home Solutions
- The Stitchery
- Los Compadres
- Old World Baking Company
- Kelly Harmon Photography Studio
- Debbie Huffman Dance (new location)
- Retro Hair Salon (new location)

# How does Valdese...

- Increase investment in our downtown district?
- Become a destination for new business?
- How do we encourage local spending in the downtown district?
- Entice/encourage building owners to invest in their building?

# Building Reuse

- Bring back a reformed/funded town initiated building reuse program. Our former program did not have enough accountability built into it.
- Due to lack of investment from building owners, the inventory of available buildings in the downtown district are in need of major rehab.
- Potential business owners are reluctant to lease a building that requires thousand of dollars for infrastructure renovations. Business owners are scared off when having to invest their dollars to bring a building up to code. They are willing to invest for use specific needs and cosmetics.

# Vacancy Ordinance

- Pass a building vacancy ordinance - An ordinance that forces building owners to bring their buildings up to modern building code before they are allowed to lease their building again. There have been at least a half dozen potential businesses that looked at downtown spaces this year who could not afford to bring the buildings up to code and took their business to a different community.



# Zoning Ordinances

- Update our zoning ordinances to prevent drive-throughs, front parking lots, landscape buffers, setbacks greater than 10ft from the sidewalks and gravel parking lots. These updates will keep Main Street walkable and help to retain its historic charm. This would be for new construction only. The planning board is currently studying these issues.
- Address issues such as boarded up windows, broken windows and deteriorating facades

# Design Standards

- Pass reasonable design standards for new construction of commercial properties on Main Street
- Restrict metal buildings and inexpensive looking facades that take away from the character and charm of Main Street

Valdese Town Council Meeting

Tuesday, Jan 02, 2018

Budget Amendment No. 07

Subject: Phone System Updates

Memorandum:

As per discussions held in previous council meetings pertaining to the subject, the following budget amendment is essential in order to appropriate the necessary funds.

Action Suggested:

BE IT ORDAINED by the Governing Board of the Town of Valdese, North Carolina that the following amendment is made to the annual budget ordinance for the fiscal year ending June 30, 2018:

Section 1. To amend the **General** Fund, the expenditures are to be changed as follows:

<u>Acct.</u> <u>No.</u>	<u>Debit</u>	<u>Credit</u>
10.4900.330 Dept Supplies	7,600	
	-----	-----
Total	\$ 7,600	\$ 0
	=====	=====

This will result in a net increase of \$7,600 in the expenditures of the **General** Fund. To provide funding for the above, the following revenue budgets will be increased. These additional revenues have already been received.

<u>Acct.</u> <u>No.</u>	<u>Debit</u>	<u>Credit</u>
10.3970.302 From Util Fund - Capital		7,600
	-----	-----
Total	\$	\$ 7,600
	=====	=====

Section 2. Copies of this budget amendment shall be furnished to the Clerk to the Governing Board, to the Budget Officer and the Finance Officer for their direction.

TOWN OF VALDESE  
RECREATION CENTER  
LAKESIDE PARK FUND  
CAPITAL PROJECT BUDGET ORDINANCE

Be it ordained by the Town Council of the Town of Valdese that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following project ordinance is hereby adopted.

Section 1. The project authorized is to establish a recreational park, off of Lovelady Road, next to the existing WWTP Access Road and is to be financed by The Town of Valdese contributions and the solicitation of donations, gifts and grants.

Section 2. The officers of this unit are hereby directed to proceed with the capital project within the terms of the program ordinance and the budget contained herein.

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

Town Contributions	\$ 40,000	53,3970.001
Donations and Gifts	300,000	53,3970.002
Donations – Kellex	75,200	53,3970.003
Grant – Clean Water	673,246	53,3970.004
Grant – PART F	300,000	53,3970.005
Donations – Restricted	15,000	53,3970.021
	-----	
	\$1,403,446	
	=====	

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

Professional Services	\$ 0	53.6200.040
Legal	0	53.6200.041
Other Improvements-Pump Track	15,000	53.6200.150
Advertising	0	53,6200.260
Site Planning & Design	40,000	53,6200.490
Capital Outlay – Land	1,348,446	53,6200.710
	-----	
	\$ 1,403,446	
	=====	

Section 5. The finance officer is hereby directed to maintain within the Project Fund sufficient specific detailed accounting records to provide the accounting to town council required by the program procedures, loan agreement(s), grant agreement(s) and state regulations.

Section 6. Funds may be advanced from the General Fund for the purpose of making payments as due.

Section 7. The finance officer is directed to report quarterly 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 the past and future cost and revenues on this project in every budget submission made to this board.

Section 9: Copies of this project ordinance shall be made available to the budget officer and the finance officer for direction in carrying out this project.

Adopted this 2nd day of January, 2018

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Mayor John F. Black, Jr.

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Courtney Kennedy, Clerk to the Board