



Town of Pilot Mountain
Armfield Civic Center 873 W 52 Bypass Pilot Mountain, NC 27041
Monday, October 14, 2024, 7:00 PM

BOARD OF COMMISSIONERS REGULAR MEETING AGENDA

Call to Order/Moment of Silence/Pledge of Allegiance

Adoption of Agenda

Public Hearings

1. Closure of Unopened Portion of Spring Street

Public Comment

Anyone may speak on any issue. Before speaking, please state your name and address. Please limit comments to three minutes.

Consent Agenda

- [2.](#) Approval of Minutes
- [3.](#) Holloway Contract Extension

Board & Committee Reports

- [4.](#) ABC Report

Unfinished Business

- [5.](#) Armfield Civic Center PARTF Project
- [6.](#) Spring Street Closure

New Business

- [7.](#) November/December Meeting Schedule
- [8.](#) 2023 Collection System Rehab Bid Award
- [9.](#) TDA Appointment

Administrative Reports

- [10.](#) Town Manager & Staff Reports

Mayor and Commissioners Comments

Closed Session

Other Business

Adjourn

**Town of Pilot Mountain
Board of Commissioners Meeting
Monday, August 12, 2024
7:00 PM**

Members Present: Mayor Evan Cockerham, Commissioner Rachel Collins, Commissioner Dwight Atkins and Commissioner Scott Needham

Staff Present: Town Manager, Michael Boaz, Town Clerk, Holly Utt and Director of Planning & Community Development, Andy Goodall

Call to order 7:00 PM

Mayor Cockerham called the meeting to order at 7:00 PM. After observing a moment of silence, Commissioner Needham led the Pledge of Allegiance.

Adoption of Agenda

Commissioner Collins made a motion to adopt the agenda as presented and it was unanimous.

UDO Text Amendment Public Hearing

Mayor Cockerham opened the public hearing. There was no one present to speak. Mayor Cockerham closed the public hearing.

Public Comment

Justin Potts was present to address the Board. He asked when the town was going to settle with him over invoices that were turned in. He stated that it took 147 business days to receive payment. He still doesn't understand why he was charged with trespassing. He just wants to get paid for his hours worked and get it over with.

Anthony Durham was present to address the Board. He owns a business at 109 W Main Street. He stated that things in town are happening that should not be, and the past police department was corrupt. The town is on the wrong path and needs to be straightened out. He doesn't think anyone should come to his place of business and bless his wife out.

Anna Nichols was present to address the Board. Anna thanked the Police Department for National Night Out. She thanked everyone who was involved to make it such a pleasant event.

Crystal Pettit was present to address the Board. She spoke as a concerned parent on behalf of students at Pilot Mountain Elementary School. She hoped to get a better understanding of where the Town stands on regarding an SRO for the school. The children's safety is paramount, and a uniformed officer needs to be on campus. She asked for clarification from the Board on the situation with an SRO. She understands that a grant had been applied for and she wanted an update on that. She said in today's society a panic button is not acceptable. Mayor Cockerham stated that the Board does want a uniformed officer at the school. They originally approached the school board in early spring as asked if they were going to share the cost of an SRO as they did the previous year. They did not hear back from the school board and over the summer was made aware that it was not in the budget at the school

board. The town's budget had already been put together and passed. The town applied for a grant to fully fund the officer but agreed to partially fund the officer for this school year. The way this Board views it, all the other county schools, with their county taxes, get an SRO at their school. The citizens in the Town of Pilot Mountain pay city and county taxes. The Board is trying to protect our taxpayers and at the same time, do the right thing by the school system. After further discussion, Mayor Cockerham stated that he, along with Commissioner Needham, Commissioner Kiger and Mr. Boaz would attend the next county board meeting to present a proposal so that there's a long-term partnership that would make sense for both of our budgets.

Consent Agenda

Commissioner Needham made a motion to approve the consent agenda and it was unanimous.

Board and Committee Reports

ABC sales for June 2024 were \$221,924. This was an increase of 15.73% of June 2023 sales of \$191,767.

Unfinished Business

Andy Goodall explained that he had received phone calls from out of state pain management companies that were looking for locations in the community. These are basically suboxone, methadone clinics aka "pill mills" and this text amendment would define the products in more detail and limit to where they can be located. This will provide some standards, so they are not popping up everywhere. They cannot be excluded but if someone is interested in doing this type thing, they would have to be very serious about it. The tobacco/vape/hemp locations that are currently here would be grandfathered in. He also noted that this amendment addresses the use of shipping containers, mobile homes and any type of travel trailer used as a storage building on residential property will not be allowed. Commissioner Atkins made a motion to adopt the statement of consistency and it was unanimous.

2024-UDO-02 Text Amendment

Commissioner Atkins made a motion to adopt the 2024-UDO-02 text amendment and it was unanimous.

Armfield Civic Center PARTF Project

Mr. Boaz explained that in June, the Board looked at a proposal to be the CMAR for this project. This project would rehab the natatorium, which would include the pool, warm water pool, pool equipment and locker rooms, the gym area, build two pickleball courts and a cornhole area. This would be funded by a \$500K grant from PARTF. Since there was only one proposal from Hayco the Board asked for more. Proposals were received from Hayco Construction, Garanco, Coram Construction and WC Constructions. All four proposals were good and would do well with either one of them. He recommended Hayco Construction since they are local and have experience with parks and recreation, government building and pool experience. Commissioner Collins stated that the statute for construction management at risk for public entities would have to have to pre-qualify their first year sub-contractors. Mr. Boaz stated that the statute applied to State contracts, the doesn't pre-qualify anyone on anything. Commissioner Collins asked for clarification from the town attorney. Mr. Boaz stated that he would comply with state statute and that the Board could interview the firms before choosing. No action was taken.

TDA Board Appointments

Mayor Cockerham stated that the former TDA Chair had resigned. He recommended that Commissioner Needham serve as Chairman of the TDA until they can find someone that is ready for that role. Ann Anderson has also applied for a seat on the TDA Board. Commissioner Collins made a motion to appoint Scott Needham as Chairman and add Ann Anderson that the board and it was unanimous.

Main Street Coordinating Committee

Needham made a motion to appoint Flora Havet to the Main Street Coordinating Committee and it was unanimous.

Administrative Reports

Mr. Boaz mentioned that the Town did receive the NC DOT to update the Bike & Pedestrian Plan. This is a \$60K project with a 10% match from the town. Bids on the collection system project will be opened later this month. That will replace one pump station and move to another location, remove two aerial lines and rehabilitation of gravity mains. JR Lynch & Sons will be starting on the water system project. Actual constructions will probably begin in the fall. This will replace the water line on Depot Street and Howard Street, replace a line from Main Street to the Pilot Center tank and replace hydrants and valves to improve service. He addressed the concerns from Justin Potts. The original plumbing invoice was for \$7,500 and the only work done was replacement of three toilets. They did negotiate a price and it was paid to Justin in a timely manner. The end of summer extravaganza will be held this Saturday with 80's Nation. The Labor Day event is planned for September 1st.

Mayor & Commissioner Comments

Commissioner Collins thanked Crystal Pettit for her comments about the SRO. Keeping the children safe is a priority of the town. She gave information about the backpack program for the schools. She stated that the East Surry banners look wonderful. She thanked everyone involved with National Night Out.

Commissioner Needham thanked everyone for National Night Out. He is glad he lives in a town to where community events are available, and he thanked everyone for getting involved. He asked that anyone that ever has an issue, please contact him. He doesn't want anyone to think that the town doesn't value the safety of our children, teachers and community. There is an officer there and they are going to work with the county to figure this out.

Commissioner Atkins stated that there would be a police presence at the elementary school. National Night Out was a great event and he thanked everyone involved.

Mayor Cockerham thanked everyone for coming out. They hope to go to the Surry County Board meeting next week and hopefully work something out with an SRO. He thanked everyone that had a part in the National Night Out event.

Other Business – No other business

Adjourn

Commissioner Atkins made a motion to adjourn, and it was unanimous.

Respectfully Submitted:

Attest:

Holly Utt
Town Clerk

Evan Cockerham
Mayor

**Town of Pilot Mountain
Board of Commissioners Meeting
Monday, September 9, 2024
7:00 PM**

Members Present: Mayor Pro-Tem Donna Kiger, Commissioner Rachel Collins, Commissioner Dwight Atkins and Commissioner Scott Needham

Staff Present: Town Manager, Michael Boaz, Town Clerk, Holly Utt and Director of Planning & Community Development, Andy Goodall

Call to order 7:00 PM

Mayor Pro-Tem Kiger called the meeting to order at 7:00 PM. After observing a moment of silence, Commissioner Needham led the Pledge of Allegiance.

Adoption of Agenda

Commissioner Collins made a motion to adopt the agenda as presented and it was unanimous.

Public Comment

None

Board and Committee Reports

ABC store sales for the month of July 2024 were \$191,780 versus July 2023 of \$197,718. A slight decrease of 1.75%.

New Business

Resolution of Intent to Close Unopened Portion of Spring Street

Mr. Boaz stated that he had received a request from Aaron Hunter to close an unopened portion of Spring Street that goes back to Old Hwy 52. It is unlikely that the town would ever open that tract of land and no other homes are served by this road. Commissioner Atkins made a motion to adopt Resolution 2024-10 and it was unanimous.

Resolution Authorizing Application for Sewer AIA Funds

Mr. Boaz explained that this would be a follow up study to the study completed in 2018. The money would be used for CCTV of the sewer lines in order to determine the condition of the pipes, conduct a flow analysis and potentially develop a hydraulic model for the sewer system. This goes into a plan of making the utility more sustainable. Commissioner Needham made a motion to adopt Resolution 2024-11 and it was unanimous.

Administrative Reports

Only one bid was received for the 2023 Collection System project last month so that project will go back out to bid. Those bids will be opened on September 10th. There should be a recommendation of who to award that to at the October meeting.

JR Lynch & Sons are continuing to do their subsurface work. This will continue for approximately five weeks and then the actual heavy-duty construction will begin on replacing water lines, fire hydrants and installing valves. There will be periods of water outages and customers will be notified in advance. A big part of this project is putting valves into the system so in the future water outages can be isolated.

Commissioner Collins asked about the status of the elevator order for the library. Mr. Boaz stated that county will release those funds in September or October. As soon as those funds are received, they will do the order for the library.

Mayor and Commissioners Comments

Commissioner Atkins stated that the Cruise In was great and they had beautiful weather. He asked if the website was still a work in progress? Mr. Boaz stated that it was up and running but they are still doing work on the events page and a few other things.

Commissioner Needham stated that the cruise in was nice. He thanked the police for patrolling and making sure everyone was safe. He commended Mayor Pro-Tem Kiger for doing a great job with the meeting.

Commissioner Collins congratulated Jerry Venable and his group for a wonderful car show. She also mentioned that the grass was really high along N. Academy Street, and she wanted to know if it was the towns or property owner. Mr. Boaz stated that it was the property owner, but we would take a look at it. She congratulated Havet Engraved on their grand opening and Kathy George on her 4-year anniversary.

Commissioner Kiger stated that she really liked the new turf at Easy Surry High School, and she was glad to be a part of the ribbon cutting. She asked everyone to go by town hall to see the new Veterans Memorial that was installed today. This was done by Luke Hutchens as his Eagle Scout Project. He did an excellent job.

Other Business – No other business

Adjourn

Commissioner Atkins made a motion to adjourn, and it was unanimous.

Respectfully Submitted:

Attest:

Holly Utt
Town Clerk

Evan Cockerham
Mayor



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

Holloway Contract Extension	
<u>Background Information:</u>	
The Town's one year contract with the Holloway group has expired. Staff is recommending a one year extension of the contract, with all other provisions remaining the same. I have included a copy of the current contract.	
<u>Staff Recommendation:</u>	Staff recommends approval of extension with Holloway Group.
<u>Possible Board of Commissioner Actions</u>	
<ul style="list-style-type: none">• Approve Holloway Group Contract Extension• Decline to extend contract• Table• Take no action	
<u>Attachments</u>	
<ul style="list-style-type: none">• Holloway Group Contract	

LEGISLATIVE REPRESENTATION AGREEMENT

This LEGISLATIVE REPRESENTATION AGREEMENT (the "Agreement") by and among HOLLOWAY GROUP, INC., a North Carolina corporation ("Holloway") and the Town of Pilot Mountain, an NC municipal corporation ("Clients") (Holloway and Clients are collectively referred to herein as the "Parties") shall be effective on the last signature date set forth below.

WITNESSETH:

WHEREAS, Clients extended an invitation to Holloway to submit a proposal for legislative services; and

WHEREAS, Holloway has expressed its interest in providing legislative services to Clients for the Term (as defined herein) commencing immediately upon full execution of this Agreement;

NOW, THEREFORE, in consideration of the promises and mutual covenants and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties do hereby agree as follows:

1. SERVICES. During the Term (as defined herein) of this Agreement, Holloway will represent the Clients' interests as professionally as possible by providing services with respect to legislative matters and other state governmental matters in the State of North Carolina specifically related to the Scope (as defined herein).

2. TERM. The Agreement is for the period commencing on October 1, 2023 and ending on September 30, 2024 (the "Term").

3. SCOPE OF REPRESENTATION. Holloway will assist Clients in obtaining funding for Town projects from the North Carolina General Assembly. This work will include strategizing, implementing strategies and advocating for the inclusion of Town's projects in the North Carolina budget.

4. FEES. Holloway will provide to Clients the services set forth in this Agreement for the following compensation: Three thousand dollars and no cents (\$3,000) per month for a period of twelve months for a total of thirty-six thousand dollars and no cents (\$36,000.00), which is payable in monthly upon issuance of an invoice from Holloway. Holloway will bill separately for expenses actually incurred, including the lobbyist registration fees with the North Carolina Secretary of State. Holloway will not incur travel or other extraordinary expenses without prior approval from Clients.

5. CONFIDENTIALITY. Each Party agrees to use Confidential Information (as defined below) solely for the purposes of this Agreement. The receiving Party ("Recipient") agrees not to disclose any Confidential Information to any third parties or to employees of Recipient and/or its Affiliates, except to those of its and its Affiliates' employees, consultants, or agents ("Representatives") who: (i) need to know such information in connection with the Purpose, and (ii) are bound by confidentiality obligations at least as protective of the Confidential Information as the terms of this Agreement prior to any disclosure of Confidential Information to such Representatives. Each party hereto shall be liable for any act or omission committed by its affiliates and/or its Representatives that, had the act or omission been committed by such party, it would constitute a breach of this Agreement.

"Confidential Information" means any information, data, or know-how disclosed by, or on behalf of, Disclosing Party and/or its Affiliates to Recipient and/or its Affiliates either directly or indirectly, that has been identified as being proprietary or confidential or that, by the nature of the circumstances surrounding disclosure or the nature of the information disclosed, ought in good faith to be treated as proprietary or confidential, including, without limitation, financial information, pricing information, trade secrets, research, products, services, developments, inventions, discoveries, ideas, concepts, software, designs, drawings, engineering, specifications, documentation, processes, techniques, models, source code, object code, diagrams, flow charts, procedures, business and marketing plans or strategies, patient information, employee data, business opportunities, sales information, and customer and supplier information.

Confidential Information does not include information which (i) is or becomes generally available to the public other than as a result of disclosure by Recipient in breach of this Agreement; (ii) was available to Recipient on a non-confidential basis as shown in written records prior to its disclosure to Recipient by Disclosing Party; (iii) becomes available to Recipient on a non-confidential basis from a source other than Disclosing Party as can be demonstrated through Recipient's written records; provided that such source is not bound by a confidentiality agreement

with Disclosing Party or is otherwise prohibited from transferring the information to Recipient by a contractual, legal or fiduciary obligation; or (iv) is independently developed by Recipient without any use of or benefit from the Confidential Information and such independent development can be documented by Recipient with written records.


6. TERMINATION. Clients shall at all times have the right to terminate the services and representation of Holloway upon written notice to Holloway. Such termination shall not, however, relieve Clients of the obligation to pay for all services rendered and costs or expenses paid or incurred on behalf of Clients prior to the date of such termination. Holloway reserves the right to withdraw from representation of Clients if Clients fail to honor the terms of this Agreement or act in such a way that Holloway rendering continued representation would be unlawful, unethical, or unworkable. If Holloway elects to withdraw, Clients agree to take any steps needed to free Holloway from any obligation to perform further, including the execution of any documents necessary to complete Holloway's withdrawal. Clients acknowledge that Holloway is required to register as a Lobbyist and Clients are required to register as Principals with the North Carolina Secretary of State. Clients further acknowledge that Holloway is required to report that portion of Holloway's compensation that is defined as lobbying as interpreted by the State Ethics Commission.

7. CONTINUED REPRESENTATION. After the Term of the Agreement, if the Town desires to continue Holloway's representation and services for the Scope or for any other purposes, then a new contract shall be negotiated and entered into by the Parties.


8. MISCELLANEOUS. No amendment of this Agreement shall be effective without the written consent of the Parties. This Agreement represents the entire agreement and understanding of the Parties with regard to the matters set forth herein. **Notwithstanding the foregoing, the Parties agree that the Town is subject to NC Public Records laws and will have to comply.**

IN WITNESS WHEREOF, Holloway and Clients have executed this Agreement effective on the last signature date set forth below.

HOLLOWAY GROUP, INC.

☐ 
By: Bryan R. Holloway, President 10/4/23

Town of Pilot Mountain


By: Evan J. Cockerham, Mayor

Date:

☐ This instrument has been pre-audited in the manner required by the North Carolina Local Government Budget and Fiscal Control Act.





TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

ABC Report	
<u>Background Information:</u>	
August 2023: \$186,504 August 2024 \$198,004 Increase of 5.81%	
<u>Staff Recommendation:</u>	Information Only
<u>Possible Board of Commissioner Actions</u>	
•	
<u>Attachments</u>	
•	



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

Armfield Civic Center PARTF Project	
<u>Background Information:</u>	
<p>The Town has received a PARTF grant in the amount of \$500,000 to do work at the Armfield Center. This will include renovations to the pool, the gym, and the installation of two outdoor pickle ball courts as well as smaller improvements. Staff recommended and the Board agreed to use the Construction Manager At Risk method to make these improvements.</p> <p>After several rounds of requests for proposals and the interviews conducted in September, staff is recommending that the Board authorize staff to sign a contract with Hayco Construction for this project. Hayco is a local company, has experience in the CM@R method, has experience with government projects, has experience with pools, and has experience with parks and recreation projects. They are also familiar with the ACC site as they did the work on the Harry Downs field house and the East Surry Softball field. They have a process for pre-qualifying their contractors and insure that all workers who are on sit have passed a criminal background check.</p>	
<u>Staff Recommendation:</u>	Staff recommends approval of working with Hayco Construction
<u>Possible Board of Commissioner Actions</u>	
<ul style="list-style-type: none">• Approve beginning negotiation with Hayco• Approve working with Garanco• Take no action• Table	
<u>Attachments</u>	
<ul style="list-style-type: none">• Hayco Submittal• Garanco Submittal	



Town of Pilot Mountain

Armfield Civic Center

2024 PARTF Project for CM@R

Hayco Construction, LLC



May 24, 2024

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May 24, 2024

Mr. Michael Boaz, Town Manager
Town of Pilot Mountain
124 W. Main Street
Pilot Mountain, NC 27041

RE: RFQ# 2024 Armfield Civic Center PARTF Project - CM@R

Dear Mr. Boaz:

Founded in late 2009, Hayco Construction was created to provide quality craftsmanship and establish client trust to build a strong company that could compete in the construction field. For years we watched larger firms take on projects because of name, perception, or relationship. However, over the last decade we now know that we too can compete for these opportunities and deliver on our promises and build long, lasting relationships.

The company survived the early days because of transparency with our first clients by creating value opportunities and honoring our word regardless of profit. These actions built trust and allowed continued opportunities with these clients that we still work for today. We recognize there are some very qualified firms in this field that we are being compared with for this opportunity. But our track record over the last fifteen years throughout North Carolina, South Carolina, Virginia, Georgia, and Tennessee has prepared us for this opportunity to showcase our talents right here at home.

Our company focuses on four primary areas of construction – public/institution, healthcare, retail commercial, and industrial. And although we have the capability to diversify into other areas – and we do occasionally – these areas have been our mainstay since inception. By maintaining a clear focus on a project path forward, we continue to develop best practices consistently throughout every project. The frequent repetition in our preferred fields allows us to create value opportunities and lower unexpected circumstances.

Hayco Construction would be honored to participate in this project and become the trusted construction partner for the Town of Pilot Mountain and the PARTF Project at the Armfield Civic Center. But for us it is about more than just this project. Our company is rooted in the community and local projects have a different meaning with our employees. We live local, shop local, and we love the opportunity to work local.

For this project, we will establish a project team that is dedicated from beginning to end. Our company contact information is as follows:

Hayco Construction, LLC
Ron Sutphin, Jr.
Vice President/Partner
Pre-Construction / Development Services
344 Shellybrook Drive
Pilot Mountain, NC 27041
rsutphin@hayco-construction.com
336-444-4448 – direct main

Hayco is grateful for the opportunity to assemble the proposal and be considered for this amazing project that will benefit our community for years to come. We look forward to speaking with you more in-depth about this project.

Respectfully,

Ron Sutphin, Jr.
Vice President/Partner

Company General Profile:

Hayco Construction is a full service general contracting firm based in Pilot Mountain, NC. We offer a slate of services to our clients including: general contracting, design-build, commercial upfit, facility maintenance, pre-construction services, and real estate development.

Founded - November 2009

Limited Liability Corporation - owned locally by 4 partners:

Travis Hayes - President, majority owner

Jody Galyean - Vice President, minority owner

Myron Hayes - Vice President, minority owner

Ron Sutphin, Jr - Vice President, minority owner

NC GC License: #NC68900



Locations:

World Headquarters: Pilot Mountain, NC

Office 2: Raleigh, NC

Office 3: Columbia, SC

Total Headcount: 32 FTE

The CM@R Project for the Town of Pilot Mountain will be managed out of our headquarters here in Pilot Mountain. The Project Staff will include:

- *Project Executive - Ron Sutphin, Jr.*
- *Project Manager - Hunter Layman*
- *Assistant Project Manager - Dalton Quesinberry*

**resumes included later in the document*

Firm Qualifications

History

Hayco Construction was founded in late 2009 during the early months of the Great Recession. Our founder, Travis Hayes, had just been laid off by one of the largest construction firms in the Triad. However, a few months earlier he had just finished a long journey to achieve his bachelor's degree – attending night classes for over six years while working full time and raising a family.

With a new purpose, Hayes started laying the groundwork over the next several years as someone who did exactly what he said. He treated his customers like family and treated his trade partners fairly while crafting a reputable name for his new company. What began as one person and one truck, has grown into more than thirty employees with three office locations across two states and operations that now reach into five states.

Many of our Clients enjoy the success story because of the Americana feel it gives off, and how it resonates with hard work being rewarded. But our Clients also enjoy working with Hayco because of the way they are treated. We remember the days of having one employee and the pride of completing that first job. From this comes our approach of open communication, Client input, and transparent management practices that have translated into more than a decade of a repeat customers.

Projects and Services

Our firm has migrated toward four (4) areas of focus and the projects we seek out. However, many of our projects are for public owners and fall into the institutional category. Below is a short list of the projects that we have completed in the past twenty-four (24) months that fall into the public institution area:

Year	Public Entity	Project Name	General Scope
2024	Surry County Board of Education	East Surry Softball Field Renovation	Exterior Renovation
2023	Appalachian State University	Campus Dining Halls (two locations) Renovation	Interior Renovation
2023	County of Surry	Elkin Center - EMS Office / Living Quarters Renovation	Interior Renovation
2023	County of Surry	Government Center - Office Remodel	Interior Renovation
2023	Appalachian State University	Newland Hall - Exterior Preservation Modifications	Exterior Renovation
2023	County of Surry	Hangar - Interior Upfit of Offices	Interior Renovation
2022	County of Surry	New Aircraft Hangar	New Build
2022	Appalachian State University	Campus Bookstore - Complete Renovation	Interior Renovation
2022	Lancaster County, SC	Runway Lighting Vault Replacement	New Build
2022	Lancaster County, SC	New Airport Terminal	New Build
2022	Appalachian State University	Roess Dining Hall	Interior Renovation
2022	Appalachian State University	Trivette Dining Hall	Interior Renovation
2022	County of Surry	Government Center	Interior Renovation



Capabilities

As our firm has grown, so have our capabilities. Initially we targeted small projects that were often limited by name recognition, experience, and working bandwidth. These projects landed us in front of our early customers. Throughout the years – as demonstrated inside this proposal – our projects grew in overall size with increased scope and responsibility. One of our favorite stories is how we started several years ago painting handrails for a national customer we were introduced to via a subcontractor. The small job that no one wanted turned into a second job pouring a concrete pad for a trash corral. Fast forward a few years and we have been trusted to build three brand new ground up facilities in North Carolina and South Carolina. As we look back, we recognize that over time our capabilities have grown with our business – and yet we still paint handrails at this customer’s request.

Satellite Offices—Columbia, SC / Raleigh, NC

In early 2018 we recognized that our client base was calling us to stretch out our footprint for larger projects that were further away from our corporate office in Pilot Mountain. We targeted two areas in South Carolina for this second office and ultimately settled on Columbia, South Carolina. Today this office has five employees and is responsible for approximately twenty five (25%) percent of total company income.

Likewise, in late 2023, we made several strategic moves based on customer service opportunities. We now have an office in Raleigh, North Carolina, that allows us to service several key clients and geographic responsibility. As our presence in the eastern part of our home state has grown , this new office allows us to service both new and existing clients better and grow our brand.

Real Estate Development

Around the same time of our expansion into South Carolina, we were also establishing our sister development company. Originally, BayFront Development worked with our existing construction clients to provide guidance and oversight for their individual real estate project needs. Additionally, we grew this client base as a method to create an added revenue stream for the construction company. Now the established pipeline of projects from BayFront serves as negotiated work for Hayco via the development firm, or the specific client.

By creating the development entity – which operates separately from the construction firm – we can offer many of our clients an additional value service. Our experience has shown from the construction perspective, often our clients have real estate questions that go unanswered. Frequently they are seeking advice from larger firms that may not be interested in their unique position, or their unique market without compensation. We extend our real estate services at no cost to our construction clients because we believe in offering value-add services when needed realizing it enables the continuance of brand building to across multiple companies.

CMAR Experience Projects

Altec Interior – Mount Airy, NC

Owner: Altec, Inc.

Project Manager: Travis Hayes

Project Superintendent: Brant France

Building Type and Size: Renovation, 21,000 sq ft conversion of existing warehouse space to include reception, office and meeting space.

Construction Cost: \$2,636,000

Year of Completion and duration: 2018 – 1 year

Initial contract amount and final contract amount:

\$2,460,500 and \$2,760,500

Preconstruction Services Performed:

Budgeting, Bidding, Value Engineering

Reference: Nate Grundmann, (336) 786-3645,

nate.grundmann@altec.com

Architect/Engineering Firm: West & Stem Architects PLLC,

James Stem, (336) 923-2377, j.stem@westandstem.com



Allegacy Federal Credit Union - Clemmons, NC

Owner: Allegacy Federal Credit Union

Project Manager: Myron Hayes

Project Superintendent: Brant France

Building Type and Size: Building renovation 6,500 sq ft, conversion of institutional space and upfit allowing client to reconfigure financial branch and reallocate space for efficiency

Construction Cost: \$819,400

Year of Completion and duration: 2022 – 7 months

Initial contract amount and final contract amount:

\$819,400 and \$896,100

Preconstruction Services Performed: Design, Site Evaluation, Bidding

Reference: Justin Smith, 336 774-2669,

jsmith@allegacy.org

Penske Truck Leasing – Ladson, SC

Owner: Penske Truck Leasing Co., L.P.

Project Manager: Jody Galyean

Project Superintendent: Travis Atkins

Building Type and Size:

New facility and fuel island, 20,000 sq ft

Construction Cost: \$6,969,600

Year of Completion and duration: 2019 – 8.5 months

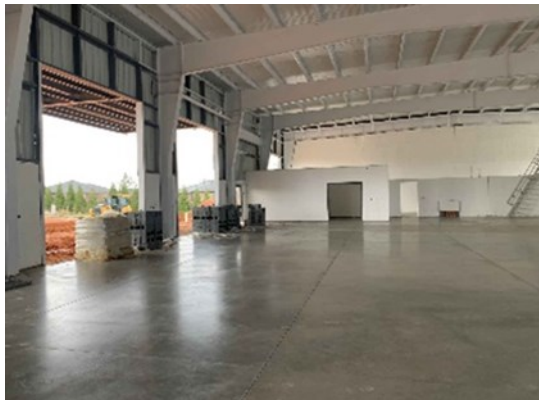
Initial contract amount and final contract amount:

\$6,717,800 and \$6,969,600

Preconstruction Services Performed: Budgeting, Site Evaluation, Value Engineering

Description: Developed a 13-acre site for our national client to create a new location for retail, rental, and service areas.

Reference: Bob Gerbus, (678) 502-8844,
robert.gerbus@penske.com



Penske Truck Leasing – Greensboro East

Owner: Penske Truck Leasing Co., L.P.

Project Manager: Jody Galyean

Project Superintendent: Travis Atkins

Building Type and Size:

New facility and fuel island, 17,340 sq ft

Construction Cost: \$7,813,700

Year of Completion and duration: 2022 – 9 months

Initial contract amount and final contract amount:

\$7,709,000 and \$7,813,700

Preconstruction Services Performed: Budgeting, Site Evaluation, Value Engineering

Description: Developed 9-acre site for this national client to create a new location for retail, rental, and service areas.

Reference: Bob Gerbus, (678) 502-8844,
robert.gerbus@penske.com

BayFront Craven - New Bern, NC

Owner: 100 Aeronautical Way, LLC

Project Manager: Darren Smith

Project Superintendent: Mike Marsh

Building Type and Size: New PEMB, 20,000 sq ft

Year of Completion and duration: 2022 – 9 months

Initial contract amount and final contract amount: \$1,657,500 and \$1,657,500

Preconstruction Services Performed: Design, Schedule Development, Financing Package, Value Engineering

Description: Spec developed the 20,000 sq ft warehouse and manufacturing space for our sister development company. Building was marketed and sold to an end-user.

Reference: Jeff Wood, (252) 633-5300,

jwood@cravencountync.gov



PROJECT	ORIGINAL ESTIMATE	ORIGINAL CONTRACT	FINAL CONTRACT	ORIGINAL TIMEFRAME	ACTUAL TIMEFRAME
Altec	\$2,460,500	\$2,636,000	\$2,760,500	50 Weeks	52 Weeks
Allegacy - Clemmons	\$819,400	\$819,400	\$896,100	28 Weeks	29 Weeks
Penske Ladson	\$6,610,000	\$6,717,800	\$6,969,600	34 Weeks	35 Weeks
Penske Greensboro	\$7,709,000	\$7,709,000	\$7,813,700	36 Weeks	37 Weeks
BayFront Craven	\$1,657,500	\$1,657,500	\$1,657,500	36 Weeks	38 Weeks

Parks and Recreation Experience

Harry Downs Fieldhouse – Pilot Mountain, NC

Owner: Surry County Board of Education

Project Manager: Myron Hayes

Project Superintendent: John Reynolds

Building Type and Size: New construction of 2,500 sq ft of new locker room, restrooms and concession stand.

Construction Cost: \$285,000

Year of Completion and duration: 2018 – 21 weeks

Initial contract amount and final contract amount: \$270,000 and \$285,000

Preconstruction Services Performed:

Budgeting, Bidding, Value Engineering

Reference: Chad Freeman, ESHS AD, (336) 401-0667, freemanc@surry.k12.nc.us

Construction Method: Lowest Bid Process



East Surry Softball Field – Pilot Mountain, NC

Owner: Surry County Board of Education

Project Manager: Ron Sutphin, Jr

Project Superintendent: Dalton Quesinberry

Building Type and Size: New masonry construction of two dugouts, new fence installation, demolition of previous tower, masonry backstop, relocation of power and water supplies, installation of underground water system.

Construction Cost: \$163,000

Year of Completion and duration: 2024 – 11 weeks

Initial contract amount and final contract amount: \$163,000 and \$163,000

Preconstruction Services Performed:

Budgeting, Bidding, Value Engineering

Reference: Chad Freeman, ESHS AD, (336) 401-0667, freemanc@surry.k12.nc.us

Construction Method: Lowest Bid Process

Thousand Trails Forest Lakes RV Resort – Lexington, NC

Owner: Equity Lifestyle Properties, Inc. (NYSE—ELS)

Project Manager: Darren Smith

Project Superintendent: Brandon France

Building Type and Size: New construction adding an additional 125 RV sites including water, sewer, electrical and new asphalt roads, and a new 2,500 sq ft bathhouse and restroom facility.

Construction Cost: \$5,125,000

Year of Completion and duration: 2022 – 40 weeks

Initial contract amount and final contract amount: \$4,941,000 and \$5,125,000

Preconstruction Services Performed:

Budgeting, Bidding, Value Engineering

Reference: Andy Boswell, VP of Construction,
(773) 497-7896, andy_boswell@equitylifestyle.com

Construction Method: Lowest Bid Process



Topsail Sound RV Resort – Holly Ridge, NC

Owner: Equity Lifestyle Properties, Inc. (NYSE—ELS)

Project Manager: Darren Smith

Project Superintendent: Jacob Bryant

Building Type and Size: New construction adding an additional 100 RV sites including water, sewer, electrical and new asphalt roads, and a new 2,500 sq ft bathhouse and restroom facility, and construction of a new in-ground swimming pool (40' x 70')

Construction Cost: \$6,085,100

Year of Completion and duration: 2024 – 46 weeks

Initial contract amount and final contract amount: \$5,100,000 and 6,085,100

(project was delayed 20 months for engineering issues)

Preconstruction Services Performed:

Budgeting, Bidding, Value Engineering, Design Assist

Reference: Andy Boswell, VP of Construction,
(773) 497-7896, andy_boswell@equitylifestyle.com

Construction Method: CM@Risk with GMP

Lake Myers Swim & Campground – Mocksville, NC

Owner: Equity Lifestyle Properties, Inc. (NYSE—ELS)

Project Manager: Darren Smith

Project Superintendent: Brandon France

Building Type and Size: Repair of large retaining wall, resurface pool patio area, repair concrete in-ground pool, update and upfit interior pool house.

Construction Cost: \$247,800

Year of Completion and duration: 2024 – 6 weeks

Initial contract amount and final contract amount: \$247,800 and \$247,800

Preconstruction Services Performed:

Budgeting, Bidding, Value Engineering, Design Assist

Reference: Lauren Schwartz, Director of Construction, (312) 279-1580, lauren_schwartz@equitylifestyle.com

Construction Method: CM@Risk with GMP



Proposed Project Team

Ron Sutphin, Jr

Project Executive
Partner/Vice President of
Development Services

The Project Executive is the single point of contact for the Owner (Town of Pilot Mountain). Ron is responsible for ensuring that our clients obtain expected results through effective management of task assignments, controlling cost, quality performance, and building high-performing teams.

Qualifications/Education

- Years of Experience: 20
- Appalachian State University
 - BS Political Science
- UNC Pembroke
 - Masters in Public Administration

Relevant Experience

- Multiple Development Projects
- BayFront Craven – Developer

Other Qualifications

- NC Real Estate Broker
 - Broker-in-Charge

Darren Smith

Senior Project Estimator

The Project Estimator is responsible for compiling all the details involved with procuring the many trades and services needed, and thus determining the total cost of the project. Darren has over 25 years experience in validating the project scope of work is present and engaged in all aspects of the project. Darren has a diverse background across multiple fields of construction. He will be responsible for building the budget for the Owner.

Qualifications/Education

- Years of Experience: 26
- Appalachian State University
 - BS Business Management

Relevant Experience

- Mt. Airy Middle School
- Lake Myers Campground
- Forest Lake RV Resort

Other Qualifications

- Multiple Public Entity Projects
- Project Management Experience

Hunter Layman

Project Manager

The Project Manager is present and engaged in all aspects of the project. Hunter will be responsible for the planning, coordination, and management of the day-to-day duties. He will ensure the project timeline remains in focus, manage the moving parts of the different tasks, and collaborate with each member of the Project Team.

Qualifications/Education

- Years of Experience: 7
- Western Carolina University
 - Bachelor of Science
- University of Oklahoma
 - Master of Construction (2025)

Relevant Experience

- Multiple Development Projects
- Carolina Gardens - Del Webb
- Hidden Valley - Centex

Other Qualifications

- Project Management Experience
- Lean Construction Principles

Dalton Quesinberry

Assistant Project Manager

The Assistant Project Manager will be responsible for the planning and scheduling of the field coordination of the project scope. Dalton will be responsible for ensuring the project timeline is maintained, manage the many moving parts of the overall project, and providing field reports to the Project Team.

Qualifications/Education

- Years of Experience: 3
- Appalachian State University
 - BS Construction Management

Relevant Experience

- Appalachian State Campus Store
- Appalachian State Dining Halls

Other Qualifications

- Superintendent Field Experience
- Financial Modeling / Budgeting

Myron Hayes

Safety Director
Partner/Vice President of Field
Operation

The Safety Inspection team member will ensure that Hayco stays in compliance with all federal, state and local safety regulations. Myron will identify any potential hazards during the pre-construction and construction process and work to eliminate the hazard to ensure an accident-free work zone.

Qualifications/Education

- Years of Experience: 25
- Surry Community College

Relevant Experience

- Penske Greensboro East
- Allegacy Clemmons
- Forsyth Tech Community College
- Appalachian State University

Other Qualifications

- OSHA 30 Construction Safety Certification

Laura Davis

Project Coordinator

The Project Coordinator organizes and manages various parts of the project to ensure projects are completed on time and within budget. Laura will work with the Project Manager to communicate all details of the project between all stakeholders. She will manage the back-office details pertaining to subcontracts, budgeting, and ordering as the project progresses in depth and detail.

Qualifications/Education

- Years of Experience: 9
- Gardner Webb University
- Surry Community College
 - Accounting

Relevant Experience

- Appalachian State University – Roess and Trivette Hall
- Surry County Airport Hangar

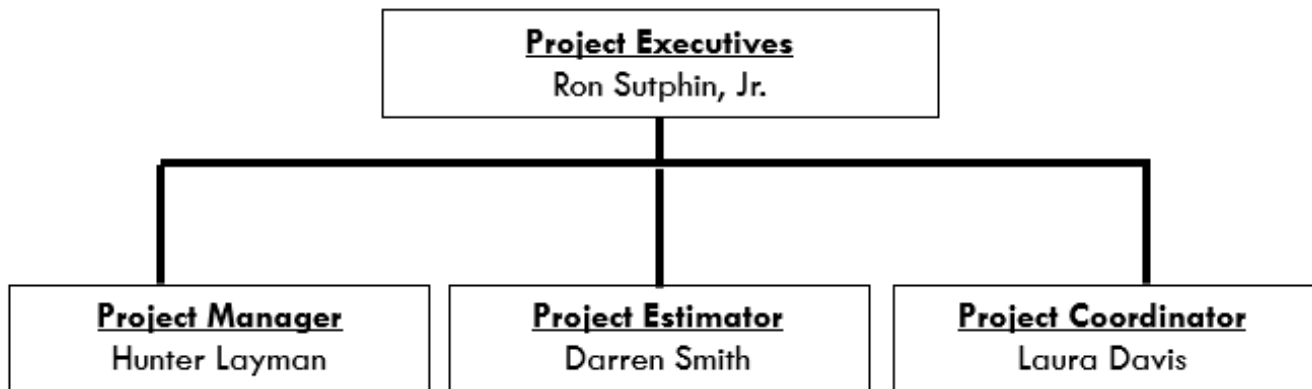
Other Qualifications

- OSHA 10 Safety Certification

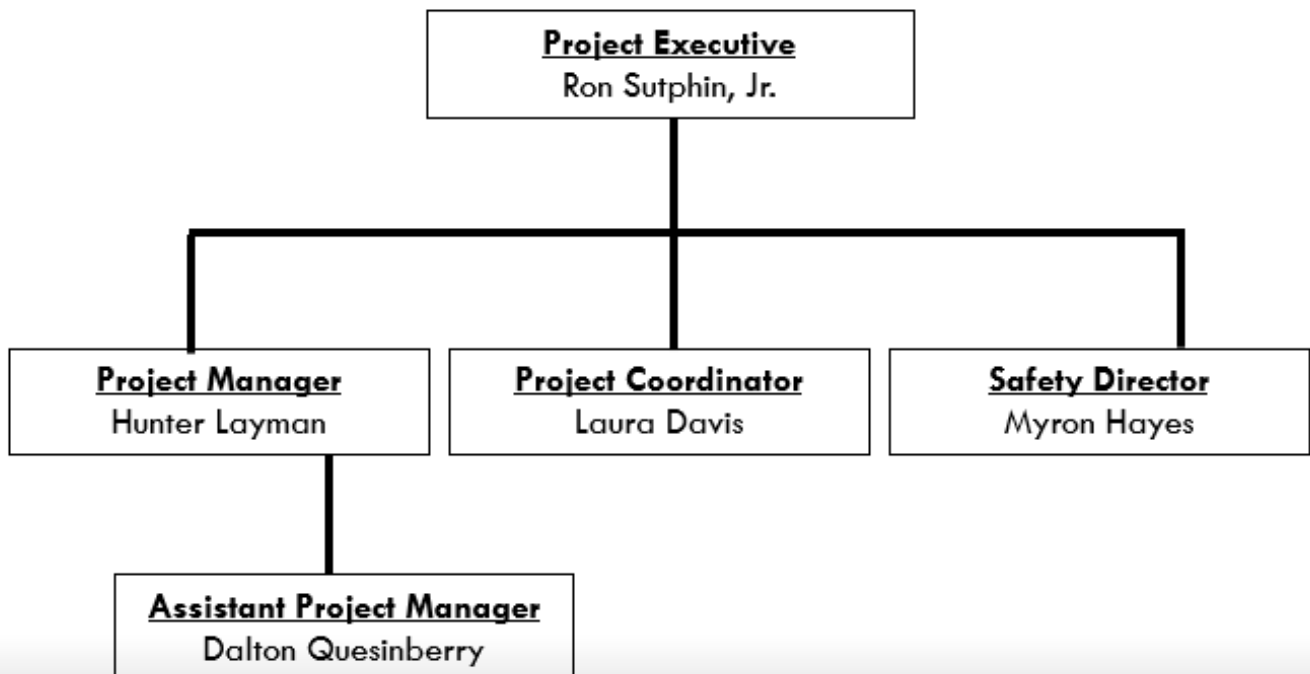
Project Organizational Chart

PROJECT ORGANIZATIONAL CHART

Pre-Construction



Construction



Project Approach



As a Construction Manager (CM) it is Hayco Construction's responsibility, in the interest of the Town, to collaborate with the architects, engineers, construction specialists, and the Design Team, in designing the facility solution through pre-construction services. As CM at Risk (CMAR) it is our responsibility to deliver the project throughout the pre-construction and construction process.


Project Approach includes three areas of focus throughout the project.

1. Pre-construction Services – This is a critical phase to the success of every project. It begins with programming and planning with the Design Team to fully understand the needs and the goals of the Town's project. With the use of the project development milestone schedule, the Design Team will have both standing and impromptu meetings/work sessions with work product deliverables. Through this process Hayco will provide expertise with input and review of the work product in:

- Programming Confirmation
- Constructability Analysis and Review
- Project Scheduling, Phasing, and Logistics
- Cost Estimating – total project and material selection
- Budgetary Analysis and Risk Management

2. Approvals and Procurement – Upon completion of Constructions Documents (CDs) the approval process continues with submission of CDs to Authorities-Having-Jurisdictions. The Design Team, with Hayco Construction, will assist the Town in gaining the approvals and permits for the project. The procurement process also continues and will be conducted in compliance with North Carolina laws and regulations, which include but not limited to:

- Preparation of bid packages and public advertise for bidders
- Pre-qualification and accept bids from first-tier subcontractors
- Selection and award to lowest responsible bidders with consideration of quality, performance, schedule, and MBE participation goals



3. Construction Management and Turn-Over – The Construction Manager will play a critical role coordinating between clients, architects, engineers, and subcontractors to ensure the project is delivered on time, within budget, and to the client's satisfaction. Effective communication and coordination will encompass:

- Safety program

- Quality control and quality assurance

- Cost control/Change Order management

- Construction scheduling

- Status reports

- Coordination with Design Team/RFI

- Authorities-Having-Jurisdiction progress inspections

- Final Inspections/Certificate of Occupancies

- Owner Turn – Over – Training, warrantee service, close-out documents



MWBE / SBE Experience

Hayco Construction, LLC, participates in hard bid, lowest accepted opportunities in the public sector on a regular basis. Utilizing MWBEs, Historically Underutilized Businesses (HUBs), and SBEs is common practice for our team. We are accustomed to meeting, and exceeding, Owner requirements for specific levels of involvement.

Our internal set of standards is to solicit a minimum participation goal of ten (10%) percent for MBEs, SBEs, and HUBs. We also offer joint check agreements to encourage these firms to participate in our projects. Balanced with our solid reputation to pay our subcontractors quickly, we find that meeting any local or state government utilization goal is always achievable. One primary example is a recent project that was completed with Appalachian State University where we achieved HUB participation of twenty-four percent (24%), more than double the required ten percent (10%).

Town of Pilot Mountain Experience

To date, we have not completed any projects directly with the Town of Pilot Mountain. However, we have been involved with the following projects inside corporate limits:

- Historical renovation along West Main Street
- Relocation of existing home near East Surry High School
- Ownership owns a future historical redevelopment project on East Main Street
- Future residential subdivision development

Insurance



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
05/31/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Jeffcoat & Jeffcoat 200 Caughman Farm Ln Lexington SC 29072		CONTACT NAME: Debbie O'Kimosh PHONE (A/C, No, Ext): (803) 490-1776 FAX (A/C, No): E-MAIL ADDRESS: debbie@jeffcoatandjeffcoat.com	
INSURED HAYCO CONSTRUCTION LLC BAYFRONT DEVELOPMENT LLC 129 CARSON ST STE C PILOT MOUNTAIN NC 27041-7459		INSURER(S) AFFORDING COVERAGE INSURER A: Selective Insurance Co of America INSURER B: Selective of the Southeast INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 12572 39926	

COVERAGES

CERTIFICATE NUMBER: CL2353102916

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDITIONAL INSURED	SUBROGATION	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	Y	Y	S 2401669	06/04/2023	06/04/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/OP AGG \$ 2,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	S 2401669	06/04/2023	06/04/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED. <input checked="" type="checkbox"/> RETENTION \$ 0			S 2401669	06/04/2023	06/04/2024	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WC 9070258	06/04/2023	06/04/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Blanket Builders Risk			S 2448265	06/04/2023	06/04/2024	Per Jobsite Limit \$3,000,000 Deductible \$2,500

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate Holder is named as Additional Insured for ongoing and completed operations on a primary non-contributory basis with respects to General Liability, and Automobile Liability as required by written contract. A Waiver of Subrogation applies to Certificate Holder for General Liability, Automobile Liability and Workers Compensation policies.

CERTIFICATE HOLDER

CANCELLATION

FOR INFORMATION PURPOSES ONLY	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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Financial Stability



Liberty Mutual Surety

13830 Ballantyne Corporate Place
Charlotte, NC 28277
Phone (704) 759-7300
Fax (866) 548-6575

May 9, 2024

Re: Bonding Capacity of HAYCO Construction, LLC (HAYCO)

To The Town of Pilot Mountain:

Please allow this letter to serve as confirmation that HAYCO Construction, LLC (HAYCO) is a valued client of Liberty Mutual Insurance Company. Liberty Mutual is rated "A" by AM Best and is listed in the Federal Treasury List of Approved Sureties.

HAYCO Construction, LLC (HAYCO) currently has a bonding capacity of \$20,000,000 per project and a total aggregate capacity of \$50,000,000. HAYCO Construction, LLC (HAYCO), be awarded a project with your firm, it is our intention to provide the required performance and payment bonds.

Liberty Mutual reserves the right to review relevant details of any proposed contract for which a bond request has been made prior to release of any bonds. Any agreement to execute bonds is contingent upon the ongoing application of Liberty Mutual's underwriting standards, acceptable contract and bond forms, satisfactory evidence of adequate financing and an appropriate request from HAYCO Construction, LLC (HAYCO) for Liberty Mutual to provide bonds.

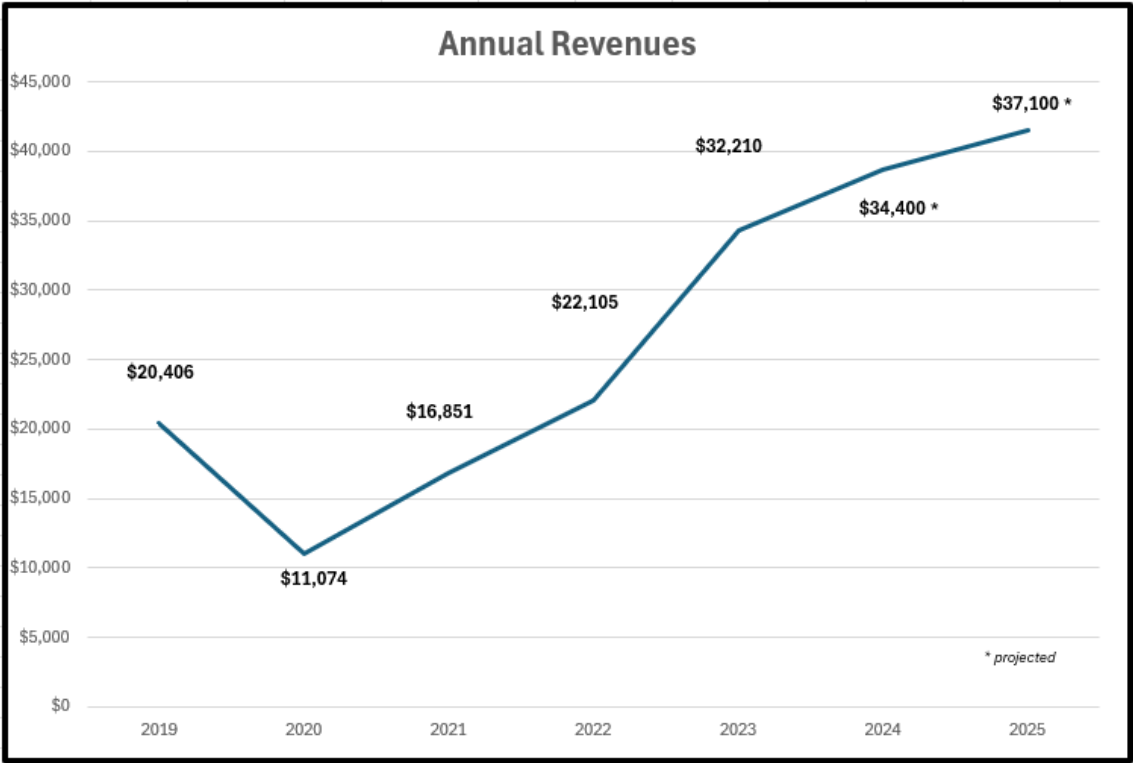
Best Regards,

A handwritten signature in black ink, appearing to read "Mike Coale". The signature is stylized with a large, looping "M" and "C".

Mike Coale
Underwriter

Financial Stability

We take pride in our financial growth and stability. Below is a chart of the last several years of gross revenues along with projections for both 2024 and 2025. Also, please note that our firm has zero corporate debt and currently has access to a \$4M unencumbered line of credit.



Annual Revenues in Thousands

YEAR		PROJECT COUNT
2019		56
2020		37
2021		45
2022		41
2023		36
2024		38

Legal History

*Pending Litigation: **None.***

*Construction Manager or Construction Manager at Risk Default: **None.***

*Debarments or Suspensions: **None.***



Additional: Safety / Accident Prevention Program

We created our first safety program in early 2014. The business maturation that we have seen since the original adoption of this first program allowed us to focus on the topic. This focus has provided us a solid safety program and is reflective in all areas of the business. Since 2017 we have reviewed and revised our safety program and safety manual annually for any adoptive changes that might be necessary. We also moved one of the partners in to be the designated Safety Director to demonstrate the importance.

Below is our Mission Statement for our current safety program. It speaks to the importance that the subject plays in all facets of our business.

=====

MISSION STATEMENT

Providing a safe environment for our clients, our associates, and our teammates is the primary mission for all of us at Hayco Construction, LLC. We will strive to eliminate unsafe conditions and minimize related risks by:

- Identifying and supporting safe work practices,
- Promoting safety awareness for all levels of employees,
- Furnishing the necessary tools and protective equipment, and
- Providing employee training and education to identify and correct unsafe conditions.

=====

Based on our most recent OSHA 300A form filed with the Department of Labor, at the conclusion of 2023, we had zero cases, zero days missed, and zero injuries related to the 31,219 total work hours. A copy of this report will be made available upon request.



P.O. Box 100 • 615 West Main Street • Pilot Mountain,
North Carolina 27041

Phone (336) 368-2788 • Fax (336) 368-1001

**Pilot Mountain – Armfield Center - CMAR
Qualifications**

Town of Pilot Mountain – Armfield Center CMAR

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- 1) LETTER*
- 2) GARANCO, INC. HISTORY AND COMPANY STRUCTURE*
- 3) PROJECT EXPERIENCE - CMAR*
- 4) PROJECT EXPERIENCE – PARKS AND RECREATION*
- 5) PROJECT TEAM AND RESUMES*
- 6) PROJECT APPROACH*
- 7) MWBE/SBE PARTICIPATION PLAN*
- 8) CERTIFICATE OF INSURANCE*

Letter

GARANCO, Inc. is a trusted contractor with nearly 30 years in service. During our tenure as a general contractor we have completed projects of all types, sizes, and complexities. We have been a part of various civic and municipal projects, including several in the parks and recreation field. Our experience allows us to deliver quality projects in budget, and on schedule.

Our location in Pilot Mountain gives us a unique insight into the importance the Armfield Center plays in the community here. It is not only a recreation center, but a gathering place for the people of Pilot Mountain and Surry County as a whole to come and fellowship over sports, games, fitness, and music. We believe our foundation in this community allows us to understand the need for this project, and to see that under our guide as the construction manager a quality product is delivered.

It would be our pleasure and our honor to be able to work side-by-side with the Armfield Center on this project. We would privileged to show the Town of Pilot Mountain and surrounding communities our professional workmanship that will enhance the use of this great facility. We thank you for allowing GARANCO, Inc. the opportunity to submit our firms' qualifications for this project.

P.O. Box 100 ♦ 615 West Main Street ♦ Pilot Mountain, North Carolina 27041

Phone (336) 368-2788



Fax (336) 368-1001



OUR COMPANY

Garanco, Inc. is an unlimited licensed general contractor located in Pilot Mountain, North Carolina. Founded in 1995 by Gary and Randy Stanley, Garanco is built on over 80 years of combined construction experience.

We pride ourselves on being personally involved with every aspect of your project. We will be with you from the planning stages, on the job site, and when the project is completed. Each job is staffed with our highly capable and knowledgeable superintendents. They are all experienced in the construction process, and conscientious of jobsite cleanliness and safety.

GARANCO EMPLOYMENT HISTORY

EMPLOYEE	POSITION	TENURE
Adam Stanley	President	20 Years
Ricky White	Vice President	22 Years
Gary Stanley	Secretary	28 Years
Randel Stanley	Treasurer	28 Years
Adrienne Hicks	Office Manager	15 Years
Kim Horton	Asst Office Manager	11 Years
Jake White	Senior Project Manager	18 Years
Nick Stanley	Project Manager	17 Years
Jordan White	Project Manager	17 Years
Jordan Snow	Project Manager	3 Years
Don Branch	Superintendent	27 Tears
Tim Keck	Superintendent	19 Years
Gary Pittman	Superintendent	17 Years
John Akers	Superintendent	13 Years
Darrell Oakley	Superintendent	7 Years
Miguel Ocampo	Superintendent	9 Years
Myles Branch	Superintendent	7 Years
Shane Oakley	Superintendent	4 Years
Chase Holder	Superintendent	5 Years
Josh Kaufhold	Superintendent	5 Years
Spencer Douglas	Superintendent	5 Years
Elvis Alfonso	Superintendent	4 Years
Jamie Davis	Superintendent	2 Years
Stephen Cannoy	Superintendent	1 Year
Troy Jessup	Superintendent	1 Year

P.O. Box 100 ♦ 615 West Main Street ♦ Pilot Mountain, North Carolina 27041

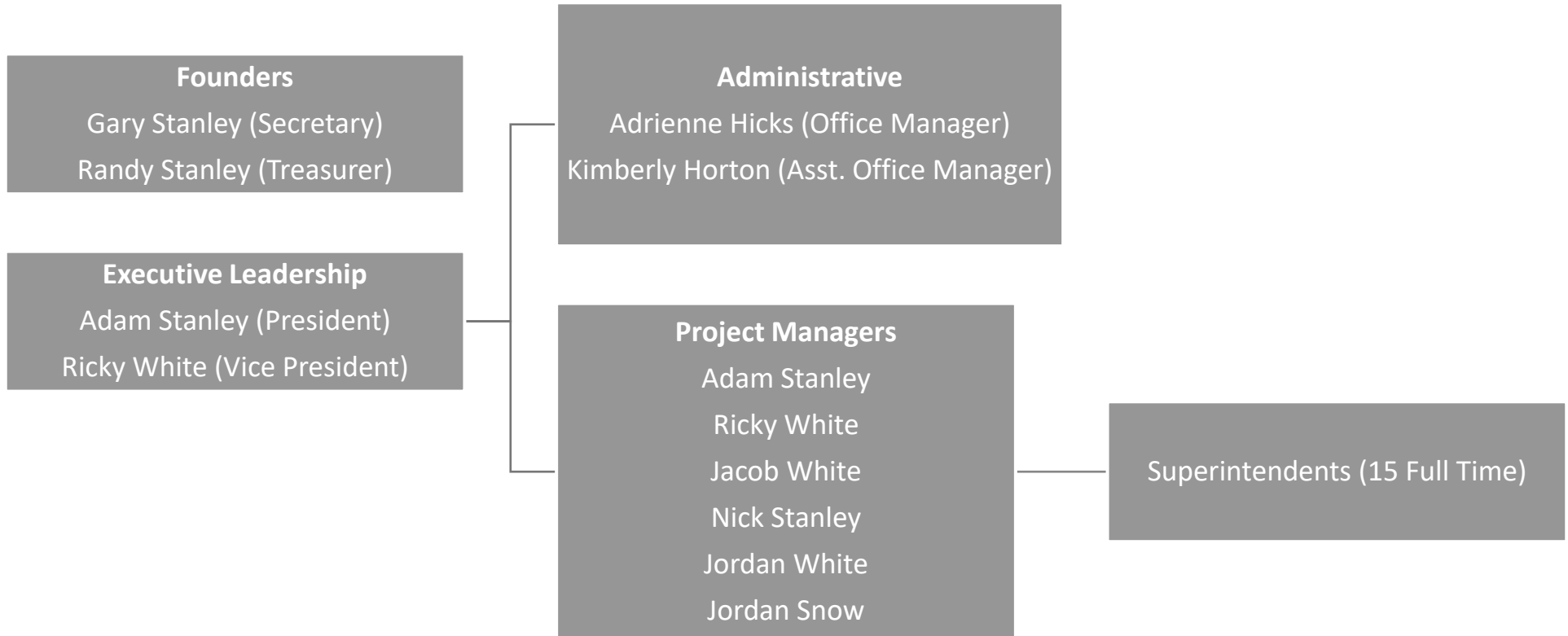
Phone (336) 368-2788



Fax (336) 368-1001

Company Profile

Licensed in: North Carolina - #34928
South Carolina - #G98991
Virginia - #2705045328
W. Virginia - WV047302
Georgia - GCQA004622
Tennessee - 9530217



Multi-Family * Religious * Civic * Retail * Commercial * Industrial



Pilot Mountain, North Carolina
Phone: (336) 368-2788
www.garanco.com

PROJECT EXPERIENCE - CMAR

Acquoni Road Apartments

The project consists of four 3-story apartment buildings with 32 units totaling 39,000 square foot of construction. Completed in January 2023. Worked with the architect during early stages of plan development through the final designs of the project to assist in budget pricing. Change orders to the project included a fiber optic security camera system.

Contract Completion: 639 days
Actual Completion: 547 days

CMAR Price: \$ 7,140,000.00
Completion Price: \$ 7,204,090.00

CM Fees: Pre-Construction – 1% Project Cost - \$63,130
General Conditions – 9% Cost of Construction - \$521,290
Overhead & Profit – 6% Project Cost - \$378,800

Owner Contact – Edwin Taylor
EBCI Housing & Community Development
687 Acquoni Road
Cherokee, NC 28719
(828) 359-6903 Phone
etaylor@ebci-nsn.gov

P.O. Box 100 ♦ 615 West Main Street ♦ Pilot Mountain, North Carolina 27041

Phone (336) 368-2788



Fax (336) 368-1001



Forsyth Technical Community College Strickland Building Phase III

The project is a 70,000 square foot interior renovation of an educational facility. As the construction manager of this project we worked closely with the architect, owner, state construction office, and subcontractors to provide budget pricing, value engineering, phasing, and scheduling services. Since this project is in an occupied area, phasing was used to allow the owner to occupy existing areas, and completed areas early. The project was completed in July, 2024.

Contract Completion: 540 days
Estimated Completion: 500 days

CMAR Price: \$ 14,508,889.00
Est. Completion Price: \$ 13,208,000.00

CM Fees: Pre-Construction – 3% Project Cost - \$432,000
Construction Fees – 10% Cost of Work - \$1,313,280

Owner Contact – Scott Booth
Forsyth Technical Community College
2100 Silas Creek Parkway
Winston-Salem, NC 27103
(336) 734-7521

P.O. Box 100 ♦ 615 West Main Street ♦ Pilot Mountain, North Carolina 27041

Phone (336) 368-2788



Fax (336) 368-1001

Highway 19 Apartments

This project consisted of four 3 Story buildings and one community building completed in two phases, 84 units of apartments, totaling 103,436 square feet. Slab on grade, wood framed, fiber cement siding exterior. Completed in 2021. We provided budget pricing early in the design phase with updated pricing at the end of the design phase, along with some value engineering options to bring the pricing into the owner's budget and to allow for a contingency fund as recommended. The project was originally three buildings and the community building. The owners purchased an adjacent lot midway through construction and added the fourth building as a change order to the original contract.

The project was originally scheduled for 78 weeks and after the addition of the fourth apartment building revised to a total of 140 weeks.

Contract Completion:	140 Weeks
Actual Completion:	138 Weeks

Bid Price:	\$ 8,388,486
Completion Price:	\$ 12,750,862

Owner Contact – Edwin Taylor
EBCI Housing & Community Development
687 Acquoni Road
Cherokee, NC 28719
(828) 359-6903 Phone
etaylor@ebci-nsn.gov

P.O. Box 100 ♦ 615 West Main Street ♦ Pilot Mountain, North Carolina 27041

Phone (336) 368-2788



Fax (336) 368-1001

PROJECT EXPERIENCE – PARKS & RECREATION

Tobaccoville Village Park Improvements

The project consists of asphalt walking trail, 9 hole disc golf course, beach volleyball court, picnic shelter, and amphitheater. Estimated to be complete in July, 2024.

Contract Completion: 120 days
Actual Completion: 140 days

Contract Price: \$ 641,750.00
Completion Price: \$ 642,748.00

Owner Contact – Dan Corder
Tobaccoville Village Manager
PO Box 332
Tobaccoville, NC 27050
(336)983-0029 Phone
administrator@tobaccovillenc.org

P.O. Box 100 ♦ 615 West Main Street ♦ Pilot Mountain, North Carolina 27041

Phone (336) 368-2788



Fax (336) 368-1001

Avery County Pool

The project consisted of a 5,000 sqft pool house with locker rooms, offices, bathrooms, and a new 5,600 sqft pool with associated pool equipment.

Contract Completion: 225 days
Estimated Completion: 500 days

Contract Price: \$ 2,752,300.00
Completion Price: \$ 3,100,746.00

Owner Contact – Phillip Barrier
Avery County, County Manager
175 Linville St
Newland, NC 28657
(828)733-8201
phillip.barrier@averycountync.gov

P.O. Box 100 ♦ 615 West Main Street ♦ Pilot Mountain, North Carolina 27041

Phone (336) 368-2788



Fax (336) 368-1001



Jack Warren Park Improvements

This project consists of 2,100 linear foot natural walking trail, 18 hole disc golf course, sidewalks, and amphitheater. Project began July, 2024

Contract Completion: 140 Days
Estimated Completion: 100 Days

Bid Price: \$ 420,176.14
Est Completion Price: \$ 420,176.14

Owner Contact – Jon Hanna
Town of Lewisville, Public Works Director
6510 Shallowford Road
Lewisville, NC 27023
(336) 945-1020 Phone

P.O. Box 100 ♦ 615 West Main Street ♦ Pilot Mountain, North Carolina 27041

Phone (336) 368-2788



Fax (336) 368-1001



Grandfather Mountain State Park

We have worked on two projects at Grandfather Mountain State Park. The first completed in 2017 included a restroom building, parking lot, one mile of trail, and a 60 foot fiberglass pedestrian bridge. The second project is in its final stages and is a 4,300 sqft maintenance building with associated site work. This project is anticipated to be complete in August of 2024.

Contract Completion:	140 Days
Estimated Completion:	100 Days

Bid Price (combined):	\$ 3,175,400
Est Completion Price:	\$ 3,390,356

Owner Contact – Craig Autry
NC State Parks, Project Manager
1615 Mail Service Center
Raleigh, NC 27699
(919)422-1371 Phone

P.O. Box 100 ♦ 615 West Main Street ♦ Pilot Mountain, North Carolina 27041

Phone (336) 368-2788



Fax (336) 368-1001

Proposed Project Team

- Project Executive – Gary Stanley
- Senior Project Manager – Nick Stanley – Main Contact
- Superintendent – Gary Pittman

P.O. Box 100 ♦ 615 West Main Street ♦ Pilot Mountain, North Carolina 27041

Phone (336) 368-2788



Fax (336) 368-1001



Gary Stanley
Corp Secretary



GARY'S EXPERIENCE

Gary has worked in the construction industry for over 45 years. He co-founded GARANCO, Inc in 1995 with the goal of building a company based on honesty, integrity, and quality construction. In his time at GARANCO, he has managed many multi-family, commercial, and religious projects. Gary's vast knowledge, experience, and attention to detail make all his projects speak for themselves.

PROJECT EXPERIENCE	COST
Mother Teresa Villas	\$ 2,850,000
Campbell Ridge Apartments	\$ 1,300,000
Villas at Christian Village	\$ 4,100,000
ARC Orange County Apartments	\$ 880,000
Salem Fork Baptist Church	\$ 1,100,000
HWY 19 Apartments Phase 1	\$ 8,388,486

FAVORITE QUOTES

"I can do all things through christ who strengthens me" - Phillipians 4:13

EDUCATION

Construction Management
Surry Community College

AREAS OF EXPERIENCE

CIVIC • COMMERCIAL •
INDUSTRIAL • MULTI-FAMILY •
RELIGIOUS • RETAIL

YEARS OF EXPERIENCE

51 YEARS

HOBBIES & COMMUNITY

INVOLVEMENT

- Salem Fork Baptist Church
Deacon
- Salem Fork Baptist Church
Sunday School Director
- Spending time with Family
- Yardwork



SALEM FORK BAPTIST



MOTHER TERESA VILLAS



ARC ORANGE COUNTY

P.O. Box 100 615 West Main Street Pilot Mountain, North Carolina 27041
Phone (336) 368-2788 Fax (336) 368-1001





Nick Stanley

PROJECT MANAGER



NICK'S EXPERIENCE

Nick has been working at GARANCO, Inc since 2007, first as a Field Superintendent before being promoted to Project Manager in 2015. Nick has worked on various projects including educational, religious, multi-family housing, commercial and industrial facilities. In his role as Project Manager, Nick works closely with subcontractors, designers, and owners to keep projects in budget and on schedule.

PROJECT EXPERIENCE	COST
Grand Father Mountain State Park Trailhead	\$ 1,600,000
Alleghany County Public Library	\$ 740,000
Acquoni Road Apartments	\$ 7,204,090
Surry Community College - Yadkin Training Center	\$ 3,329,935
JR Lynch & Sons Corporate Office	\$ 1,231,650

FAVORITE QUOTES

"We make a living by what we get, but we make a life by what we give" - Winston Churchill

EDUCATION

Construction Management
Surry Community College

AREAS OF EXPERIENCE

CIVIC • COMMERCIAL •
INDUSTRIAL • MULTI-FAMILY •
RELIGIOUS • RETAIL

YEARS OF EXPERIENCE

15 Years
8 yrs - Superintendent
7 yrs - Project Manager

HOBBIES & COMMUNITY INVOLVEMENT

- Salem Fork Baptist Church Choir, Youth Committee, and Nominating Committee
- Spending time with family
- Eagle Scout



GRANDFATHER MTN TRAILHEAD



ALLEGHANY COUNTY LIBRARY



SCC YADKIN TRAINING CENTER

P.O. Box 100 615 West Main Street Pilot Mountain, North Carolina 27041
Phone (336) 368-2788 Fax (336) 368-1001



Gary Pittman
Superintendent

Gary Pittman joined GARANCO, Inc in 2006. He shares with us over 30 years of construction experience and his wit and knowledge makes working with him a pleasure. No task is ever too small or too big for Gary.

Recently completed projects to his credit include (but not limited to) the following:

- **Tobaccoville Village Park Improvements**
Walking trail, 9 hole disc golf course, beach volleyball court, picnic shelter and amphitheater.
\$642,000.
- **McIntyre Manufacturing - 2024**
Additions and renovations to manufacturing facility over 3 phases totaling
350,000 SqFt
\$12,978,000
- **Yachiyo Manufacturing Addition – Carrollton, GA - 2020**
Additions and renovation to auto parts manufacturing facility totaling
150,000 SqFt
\$3,850,000
- **Grandfather Mountain State Park Trailhead – Banner Elk, NC- 2017**
New restroom facility, 100 car parking lot, one mile natural trail, and 60' pedestrian bridge
\$1,600,000
- **Pittsburgh Glass Works – Elkin, NC – 2015**
Interior Upfit of Existing 400,000 SqFt Factory including Floor and Washer Trenches, Human Resources Office and Lobby, Glass Lines
\$3,500,000.

Project Approach

Each GARANCO, Inc. project is led by a Project Manager and a Construction Superintendent who oversees the work on the job site. This team of experts work closely with owners to ensure that each phase of the construction process is handled professionally. As Project Managers, we pride ourselves on being personally involved with every aspect of your project, from conceptual planning stage, to pre-construction phase, to construction phase and to handing over the keys. We are experienced with the CMAR process, specifically within the State of North Carolina's regulations. We will develop bid packages for each trade, and compile multiple competitive bids from qualified subcontractors for each package.

PRE-CONSTRUCTION PHASE

The Project Manager begins the pre-construction phase of each job by ensuring that they have a firm understanding of each project. They work collaboratively with the Architect, Engineers and the Owner to coordinate design of the project, to establish budget pricing, final cost estimating and scheduling. They also provide input to identify costly items and offer alternatives to reduce the total building expense.

CONSTRUCTION PHASE

As mention above, the same Project Manager from the pre-construction phase will also handle all construction during the construction phase. Services provided during the construction phase include:

- Project Management
- Construction Scheduling
- Cost Control
- Document Control
- Risk Management
- Safety Management
- Quality Control
- Change Management
- Project Close-out / Warranties

P.O. Box 100 ♦ 615 West Main Street ♦ Pilot Mountain, North Carolina 27041

Phone (336) 368-2788



Fax (336) 368-1001

HUB/TERO Participation Plan

GARANCO, Inc. strives to include minority participation in all of our projects. To accomplish this we will negotiate fairly with all M/WBE firms. Below are some of the ways that we encourage minority participation on our projects.

- We send out plans to all bidders via internet and will print, at no cost, plans needed by subcontractors.
- Trades with high material/equipment cost that may limit M/WBE firms from participating were broken out and offered as labor only bids.
- We do provide equipment as necessary to allow M/WBE participation.
- We work with subcontractors on joint check agreements.
- We will not require M/WBE firms to provide bonding for this project.
- We do provide a quick pay agreement (2 week pay) to assist subcontractors that may not be able to participate or otherwise deemed to be high labor cost trades.

Minority Goal:

The minority participation varies on job scope and workload from subcontractors. Base on the scope of this project and recent completed jobs with similar scope, the minority goal for this particular project would be 10-20%.

P.O. Box 100 ♦ 615 West Main Street ♦ Pilot Mountain, North Carolina 27041

Phone (336) 368-2788



Fax (336) 368-1001



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/19/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER D.G. Smith & Co., Inc. 7361 Bay Cove Court Denver NC 28037		CONTACT NAME: Sam Smith PHONE (A/C, No, Ext): 704-280-3792 E-MAIL: sam@allinsurancenc.com ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A: Penn National Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:		FAX (A/C, No): NAIC #
INSURED Garanco, Inc. P.O. Box 100 Pilot Mountain NC 27041				

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:		CX9 0774825	10/01/2023	10/01/1024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		AX9 0774825	10/01/2023	10/01/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000		UL9 0774825	10/01/2023	10/01/2024	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y N/A	WC9 0774825	10/01/2023	10/01/1024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate Holder listed below is included as an Additional Insured on the above referenced policies.

CERTIFICATE HOLDER

For Records Only

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

Spring Street Closure	
<u>Background Information:</u>	
<p>At last month's meeting the Board adopted a Resolution of Intent to close the unopened portion of Spring Street. Specifically, we would close the street after the driveway that serves 207 Spring Street. This resolution required that we advertise in the paper that we would hold a public hearing tonight, notify adjacent property owners, and post the property. We have completed all these steps and the staff recommends that we close this unopened right of way.</p> <p>The Town will never open this street as it only connects to US 52 Bypass and there is a very sharp drop as you approach US 52. This closure will only affect Aaron and Deborah Hunter, who requested the closure, and Lou and Elizabeth Jewell. The Jewell property is served from Old Westfield Road.</p>	
<u>Staff Recommendation:</u>	Staff recommends closure of the unopened portion of Spring Street.
<u>Possible Board of Commissioner Actions</u>	
<ul style="list-style-type: none">• Approve order closing unopened portion of Spring Street• Deny approval of order closing unopened portion of Spring Street• Take no action• Table	
<u>Attachments</u>	
<ul style="list-style-type: none">• Order Closing Unopened Portion of Spring Street	

STATE OF NORTH CAROLINA
COUNTY OF SURRY

TOWN OF PILOT MOUNTAIN
Resolution 2024-12

RESOLUTION CLOSING THE UNOPENED PORTION OF SPRING STREET

WHEREAS, on September 9, 2024 the Board of Commissioners of the Town of Pilot Mountain directed the Town Clerk to publish in the Mt. Airy News a Resolution of Intent of the Board to consider abandoning a portion of the right of way on Simmons Street once a week for four consecutive weeks, advising the public that a public hearing would be held on October 14, 2024; and

WHEREAS, the Pilot Mountain Board of Commissioners on the 9th of September, 2024 ordered the Town Clerk to notify all persons owning property abutting the right of way as shown on the county tax records, by certified mail; and

WHEREAS, the Town Clerk sent a letter to the owners of adjoining property notifying them of the date and time of the hearing; and

WHEREAS, the Town Clerk had notices posted on the property as required by NCGS 160A-299; and,

WHEREAS, the required public hearing was held on October 14, 2024; and

WHEREAS, it now appears to the satisfaction of the Board that the abandonment of this right of way is in the public interest, and that no individual owning property, either abutting the street or in the vicinity of said street or in the subdivision in which the street is located, will, as a result of said closing, be thereby deprived of a reasonable ingress and egress to his property.

THEREFORE, BE IT RESOLVED, a portion of Spring Street is hereby ordered closed including the unpaved, unopened portion North of the property line between Surry County Parcel Number 5966-15-64-4540 and 5966-15-64-6748 and continuing to the intersection with US 52 Bypass, said area lying between the Hunter and Jewell properties. The Town reserves its rights, title, and interest in any utility improvement in the area of Spring Street being closed. Those property owners owning lots or parcels adjacent to the closed street shall have those rights granted by NCGS 160A-299. Adjacent property owners based on the Surry County Tax Records are:

1. 5966-15-64-6748 Aaron Robert & Deborah N Hunter
2. 5966-15-64-8536 Aaron Robert & Deborah N Hunter
3. 5966-15-64-9622 Aaron Robert & Deborah N Hunter
4. 5966-15-64-9880 Aaron Robert & Deborah N Hunter
5. 5966-15-64-5956 Louis G & Elizabeth M Jewell

The Town Clerk is directed to record a copy of this order in the Surry County Register of Deeds.

Adopted this the 14th day of October 2024.

Signed:

Attest:

Evan J Cockerham, Mayor

Holly Utt, Town Clerk

SEAL



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

November/December Meeting Schedule	
<u>Background Information:</u>	
As per our tradition, staff is recommending that we move combine the regular November and December meetings into one meeting to be held on either Monday, December 2 or Monday, December 9. We would swear in our newly elected Board members, take care of any organizational issues, and handle any business that could not wait until January. I would imagine that this would be a shorter meeting.	
<u>Staff Recommendation:</u>	Staff recommends changing meeting schedule for November/December.
<u>Possible Board of Commissioner Actions</u>	
<ul style="list-style-type: none">• Approve change of meeting schedule• Take no action• Table	
<u>Attachments</u>	
<ul style="list-style-type: none">• <u>None</u>	



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

2023 Collection System Rehab Bid Award	
<u>Background Information:</u>	
<p>The Town and WithersRavenel (WR) held an initial bid opening on August 13. Unfortunately, only one bid was received and therefore we had to hold a second bid opening on September 10. At this bid opening, we still only received one bid but were allowed to open it. This bid was for \$2,835,623 from JR Lynch & Sons. This project includes the replacement of the Off-Site lift station, abandonment of an above ground section of pipe, replacement/rehab of several thousand feet of sewer line, replacement/rehab of several manholes, installation of a generator at the Nelson Street pump station, and electrical work at several pump stations.</p> <p>WR and Town staff recommend approval of this bid as it is within budget and allows us to accomplish the work we had planned. This project is funded by grant funds from NC DWI.</p>	
<u>Staff Recommendation:</u>	Staff recommends approval of JR Lynch Bid
<u>Possible Board of Commissioner Actions</u>	
<ul style="list-style-type: none">• Approve JR Lynch & Sons bid• Take no action• Table	
<u>Attachments</u>	
<ul style="list-style-type: none">• Bid Award Resolution• Bid Award Recommendation Letter• Bid Tabulation	

STATE OF NORTH CAROLINA
COUNTY OF SURRY

TOWN OF PILOT MOUNTAIN
Resolution 2024-13

RESOLUTION OF TENATIVE AWARD

WHEREAS, the Town of Pilot Mountain, North Carolina has received bids, pursuant to duly advertisement notice therefore, for construction of the 2023 Collection System Rehab Project; and

WHEREAS, WithersRavenel Consulting Engineers have reviewed the bids; and

WHEREAS, JR Lynch and Sons was the lowest bidder for the project, in the total bid amount of \$2,835,623.00 ; and

WHEREAS, the consulting Engineers recommend TENATIVE AWARD to the lowest bidder for the project.

NOW, THEREFORE, BE IT RESOLVED, that TENATIVE AWARD is made to the lowest bidder in the Total Bid Amount of

Name of Contractor	Amount
1. JR Lynch and Sons	\$2,835,623.00

BE IT FURTHER RESOVLED that such TENATIVE AWARD be contingent upon the approval of the North Carolina Department of Environmental Quality.

Upon motion of _____, the above RESOLUTION was unanimously adopted.

Adopted this the 14th day of October 2024.

Signed:

Attest:

Evan J Cockerham, Mayor

Holly Utt, Town Clerk

SEAL

October 10, 2024

Michael Boaz
Town Manager
Town of Pilot Mountain
124 West Main Street
Pilot Mountain, NC 27041

RE: Bid Evaluation and Recommendation of Award/Negotiation
Collection System Improvements
DWI No: SRP-W-0207 (SRP) & VUR-W-ARP-0024 (ARPA)
WR Project No. 02210676.13

Dear Mr. Boaz,

The intent of this letter is to present our evaluation of the bids and make a recommendation for the award of the subject project. At the first potential bid opening date of August 13, 2024 at 2 PM less than three bids were received, so no bids were opened. At the second bid opening on Tuesday September 10, 2024 at 2:00 PM, one (1) bid was received for the referenced project, opened, and read publicly.

EVALUATION OF BIDS

One (1) bid was received at the second bid opening on September 10, 2024. The bid was delivered to the Town of Pilot Mountain before the scheduled bid opening. The bid received was as follows.

Bidder	Base Bid
Jimmy R. Lynch & Sons, Inc.	\$2,835,623.00

Following the bid opening, WithersRavenel further reviewed the bid package in detail for compliance with NC General Statutes and requirements set by the funding agency NCDWI. The bidder was compliant.

RECOMMENDATION

Based on our review of the bids and references, WithersRavenel has found that Jimmy R. Lynch & Sons, Inc. is the lowest, responsive, and responsible bidder.

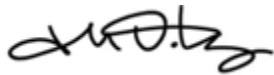
The total NCDWI project grant budget amount is \$3,824,500, as indicated in the Offer & Acceptance Letter sent to the Town from NCDWI on June 20, 2022.

After subtracting the engineering fees, property acquisition costs and required DWI closing costs from the total project grant budget, \$2,997,143 is available for construction and contingency. NCDWI allows for a construction contingency amount of approximately 5% and the current contingency is 5.66%.

WithersRavenel therefore recommends that the Town of Pilot Mountain tentatively award the contract to Jimmy R. Lynch & Sons, Inc. in the amount of \$2,835,623.00, contingent upon the Division of Water Infrastructure's (NCDWI's) approval of the bid package.

If you have any questions or need additional information, please contact me and I will be glad to assist you.

Sincerely,
WithersRavenel



Jack M. Fitzgerald, P.E.
Director of Utilities
jfitzgerald@withersravenel.com
336.486.1640

Attachments:

1. Certified Bid Tabulation
2. Total Project Budget Summary
3. Resolution of Tentative Award

Project Bid Tabulation

Date: 9/10/2024

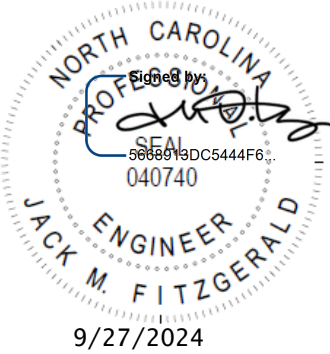
Pilot Mountain: Collection System Improvements
 DWI Proj. #: SRP-W-0207 / VUR-W-ARP-0024
 Pilot Mountain, NC
 WR Proj. #: 02210676.13

Bid Tabulation							
				Engineer's Opinion of Cost		JR Lynch & Sons	
Item No.	Item Description	Unit	Est. Quan.	OPC Unit Price	OPC Extended Price	Bid 1 Unit Price	Bid 1 Extended Price
1	Mobilization (3%)	LS	1	\$ 75,600.00	\$ 75,600.00	\$ 85,000.00	\$ 85,000.00
2	Lift Station 18 Southern Aerial Crossing Demolition	LS	1	\$ 40,000.00	\$ 40,000.00	\$ 4,600.00	\$ 4,600.00
3	Lift Station 18 Northern Aerial Crossing Demolition	LS	1	\$ 120,000.00	\$ 120,000.00	\$ 14,100.00	\$ 14,100.00
4	Lift Station 18 Demolition	LS	1	\$ 90,100.00	\$ 90,100.00	\$ 21,000.00	\$ 21,000.00
5	Abandon Utility Line in Place, Fill with Flowable Fill	CY	20	\$ 990.00	\$ 19,800.00	\$ 1,200.00	\$ 24,000.00
6	Abandon Gravity Sewer Manhole	EA	6	\$ 3,000.00	\$ 18,000.00	\$ 1,200.00	\$ 7,200.00
7.1	8" SDR-26 PVC Gravity Sewer (4-6')	LF	38	\$ 150.00	\$ 5,700.00	\$ 146.00	\$ 5,548.00
7.2	8" SDR-26 PVC Gravity Sewer (6-8')	LF	5	\$ 160.00	\$ 800.00	\$ 152.00	\$ 760.00
7.3	8" SDR-26 PVC Gravity Sewer (8-10')	LF	10	\$ 175.00	\$ 1,750.00	\$ 170.00	\$ 1,700.00
8.1	8" PC350 DIP Gravity Sewer (0-4')	LF	72	\$ 210.00	\$ 15,120.00	\$ 206.00	\$ 14,832.00
8.2	8" PC350 DIP Gravity Sewer (4-6')	LF	35	\$ 215.00	\$ 7,525.00	\$ 206.00	\$ 7,210.00
8.3	8" PC350 DIP Gravity Sewer (6-8')	LF	37	\$ 220.00	\$ 8,140.00	\$ 212.00	\$ 7,844.00
8.4	8" PC350 DIP Gravity Sewer (8-10')	LF	170	\$ 230.00	\$ 39,100.00	\$ 231.00	\$ 39,270.00
8.5	8" PC350 DIP Gravity Sewer (10-12')	LF	340	\$ 250.00	\$ 85,000.00	\$ 261.00	\$ 88,740.00
8.6	8" PC350 DIP Gravity Sewer (12-14')	LF	350	\$ 290.00	\$ 101,500.00	\$ 291.00	\$ 101,850.00
9.1	4' Diameter Extended Base Manhole (6-8')	EA	1	\$ 6,000.00	\$ 6,000.00	\$ 6,400.00	\$ 6,400.00
9.2	4' Diameter Manhole (10-12')	EA	2	\$ 7,700.00	\$ 15,400.00	\$ 7,700.00	\$ 15,400.00
9.3	4' Diameter Manhole (12-14')	EA	4	\$ 8,700.00	\$ 34,800.00	\$ 9,100.00	\$ 36,400.00
10.1	4' Diameter Doghouse Manhole (6-8')	EA	1	\$ 8,800.00	\$ 8,800.00	\$ 6,300.00	\$ 6,300.00
10.2	4' Diameter Doghouse Manhole (10-12')	EA	1	\$ 10,500.00	\$ 10,500.00	\$ 8,700.00	\$ 8,700.00
11	Core Ex. Pre-Cast Concrete Manhole and Re-Route Flow	LS	1	\$ 6,500.00	\$ 6,500.00	\$ 6,700.00	\$ 6,700.00
12	16" Steel Casing by Bore and Jack with 8" RJ PC350 DIP Carrier Pipe, Guaranteed Bore	LF	65	\$ 2,000.00	\$ 130,000.00	\$ 2,054.00	\$ 133,510.00
13	Lift Station 18 Installation and Site Work	LS	1	\$ 689,700.00	\$ 689,700.00	\$ 980,000.00	\$ 980,000.00
14	Lift Station 18 40 KW Generator and ATS	LS	1	\$ 83,800.00	\$ 83,800.00	\$ 63,000.00	\$ 63,000.00
15	4" SDR-26 PVC Sewer Force Main	LF	205	\$ 83.00	\$ 17,015.00	\$ 56.00	\$ 11,480.00
16	4" SDR-26 PVC RJ Sewer Force Main	LF	100	\$ 99.60	\$ 9,960.00	\$ 72.00	\$ 7,200.00
17	Ductile Iron Fittings	LBS	200	\$ 14.00	\$ 2,800.00	\$ 57.00	\$ 11,400.00
18	3" Plug Valve	EA	2	\$ 1,470.00	\$ 2,940.00	\$ 2,700.00	\$ 5,400.00
19	Connect to Existing 3" Force Main	LS	1	\$ 4,000.00	\$ 4,000.00	\$ 5,300.00	\$ 5,300.00
20	Lift Station 3 Control Panel Replacement	LS	1	\$ 22,500.00	\$ 22,500.00	\$ 29,500.00	\$ 29,500.00
21	Lift Station 6 Control Panel Replacement	LS	1	\$ 19,600.00	\$ 19,600.00	\$ 27,200.00	\$ 27,200.00
22	Lift Station 9 Control Panel Replacement	LS	1	\$ 19,600.00	\$ 19,600.00	\$ 25,900.00	\$ 25,900.00
23	Lift Station 12 Generator Improvements	LS	1	\$ 166,100.00	\$ 166,100.00	\$ 116,300.00	\$ 116,300.00
24	8" CIPP Sewer Rehabilitation	LF	1,580	\$ 70.00	\$ 110,600.00	\$ 66.00	\$ 104,280.00
25	8" Pipe Burst Sewer Rehabilitation (Replace with 8")	LF	595	\$ 92.00	\$ 54,740.00	\$ 203.00	\$ 120,785.00
26	8" Point Repair with SDR-35 PVC, 10' length	EA	1	\$ 8,000.00	\$ 8,000.00	\$ 4,800.00	\$ 4,800.00
27	10" CIPP Sewer Rehabilitation	LF	1,620	\$ 85.00	\$ 137,700.00	\$ 85.00	\$ 137,700.00
28	10" CIPP Pipe Patch, 4' Length	EA	2	\$ 5,870.00	\$ 11,740.00	\$ 7,100.00	\$ 14,200.00
29	10" Point Repair with SDR-35 PVC, 10' length	EA	1	\$ 9,000.00	\$ 9,000.00	\$ 5,000.00	\$ 5,000.00
30	4" PVC Sanitary Sewer Lateral	LF	750	\$ 30.00	\$ 22,500.00	\$ 70.00	\$ 52,500.00
31	4" PVC Cleanout	EA	26	\$ 1,050.00	\$ 27,300.00	\$ 2,700.00	\$ 70,200.00
32	4' Diameter Manhole Cementitious Lining	VF	105	\$ 425.00	\$ 44,625.00	\$ 355.00	\$ 37,275.00
33	Rebuild Manhole Bench and Invert	EA	12	\$ 700.00	\$ 8,400.00	\$ 869.00	\$ 10,428.00
34	Locate Manhole, Uncover, Raise to Grade	EA	8	\$ 3,200.00	\$ 25,600.00	\$ 1,000.00	\$ 8,000.00
35	Furnish and Placement of Graded Stone for Backfill	TN	50	\$ 82.00	\$ 4,100.00	\$ 43.00	\$ 2,150.00
36	Furnish and Placement of Miscellaneous Stone	TN	40	\$ 60.00	\$ 2,400.00	\$ 41.00	\$ 1,640.00
37	Non-NCDOT Pavement Repair	SY	640	\$ 92.00	\$ 58,880.00	\$ 111.00	\$ 71,040.00
38	NCDOT Pavement Repair	SY	15	\$ 186.00	\$ 2,790.00	\$ 460.00	\$ 6,900.00
39	Concrete Sidewalk and Driveway Replacement	SY	4	\$ 202.00	\$ 808.00	\$ 664.00	\$ 2,656.00
40	Remove and Replace Concrete Curb and Gutter	LF	25	\$ 198.00	\$ 4,950.00	\$ 130.00	\$ 3,250.00
41	Silt Fence	LF	1,820	\$ 5.75	\$ 10,465.00	\$ 3.00	\$ 5,460.00
42	Silt Fence Outlet	EA	9	\$ 500.00	\$ 4,500.00	\$ 305.00	\$ 2,745.00
43	Inlet Protection	EA	6	\$ 500.00	\$ 3,000.00	\$ 333.00	\$ 1,998.00
44	Erosion Control Wattle	EA	2	\$ 250.00	\$ 500.00	\$ 91.00	\$ 182.00
45	Construction Entrance	EA	2	\$ 6,000.00	\$ 12,000.00	\$ 45.00	\$ 90.00
46	Support Existing Power Pole	EA	1	\$ 15,000.00	\$ 15,000.00	\$ 1,800.00	\$ 1,800.00
47	Remove & Replace Unsuitable Soil with Select Fill	CY	200	\$ 60.00	\$ 12,000.00	\$ 17.00	\$ 3,400.00
48	Rock Removal	CY	100	\$ 500.00	\$ 50,000.00	\$ 234.00	\$ 23,400.00
49	Clearing and Grubbing	LS	1	\$ 17,500.00	\$ 17,500.00	\$ 47,400.00	\$ 47,400.00

50	Site Restoration	LS	1	\$ 10,000.00	\$ 10,000.00	\$ 19,100.00	\$ 19,100.00
51	Temporary Traffic Control	LS	1	\$ 25,000.00	\$ 25,000.00	\$ 143,000.00	\$ 143,000.00
52	Third Party Testing Allowance	LS	1	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
53	Waterline Repair Allowance	LS	1	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
Total Bid Price				\$	2,586,748.00	\$	2,835,623.00

Signed by:
By: 
Jack M. Fitzgerald, P.E., *
5668919DC5444F6

Date: September 27, 2024
* I hereby certify that this bid tabulation is a true and accurate representation of the bids received for this project to the best of my knowledge.





TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

TDA Appointment	
<u>Background Information:</u>	
There is one vacancy on the TDA. Evan has nominated Milton Cobb to serve.	
<u>Staff Recommendation:</u>	Staff recommends approval of appointment of Milton Cobb to TDA.
<u>Possible Board of Commissioner Actions</u>	
<ul style="list-style-type: none">• Approve Cobb Appointment• Table• Take no action	
<u>Attachments</u>	
<ul style="list-style-type: none">• Cobb Application	



APPLICATION FOR APPOINTMENT TO A BOARD/COMMITTEE

The Town of Pilot Mountain appreciates your interests in serving on a Board/Committee and requests that you complete the following application. This application requests general information based on your interest in applying for a Board or Committee and assists in determining eligibility for appointment.

Contact Information:

Name:	Milton Cobb	Date of Application:	08/13/2024
Mailing Address:	333 N Depot Street		
Physical Address:			
Phone Number:	(770) 633-6888	Alternate Phone Number:	
E-mail address:	mccobb69@aol.com		

Residency

Do you reside in:	<input checked="" type="checkbox"/> Town Limits <input type="checkbox"/> ETJ	Length of residence in Pilot Mountain:	52 Years Months
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Interest

Please indicate below the Boards or Committees you are interested in serving on:

☒ Planning & Zoning Board ☒ Board of Adjustment ☒ Tourism Development Authority ☐ Other

Questionnaire (Please attach additional sheets if needed)

Why do you want to serve on this board/committee?

I love my town that I was born and raised in. However, there are issues that need to be addressed not only in the town of Pilot Mountain, but specifically in my neighborhood. I am hopeful that my voice will make a difference.

Why do you think you would be an asset to this board/committee?

I believe that the boards are not diverse. I believe as a black man, I will be able to provide a perspective on issues that arise that have been lost in translation.

What do you feel are your qualifications for serving on the board/committee requested?

I have a Bachelors Degree in Management Information Systems and a Masters Degree in Information Systems Management, Information Security.

Aside from my education, I have ideas about my town that I believe can make our beautiful town more attractive to a miscellaneous of industries. In my 26 year career as an IT Professional, I bring a different experience to the boards.

What areas of concern would you like to see the board/committee address?

My chief area of concern is to my neighborhood of Depot Street and all of the surrounding streets that are connected to our downtown area. We should be fixing up these main roads as those are the roads that tourists use to access our downtown area during Car Shows, May-Fest etc. Those roads, should have sidewalks and bigger and more speed bumps.

Prior Public Service Experience (Boards/Committees/Civic groups - Please include dates of service):

I have been on the Diversity Board at my firm since 2019 and have served on the Employee Executive Board at my firm as well from 2018 - 2020.

Has any formal charge of professional misconduct ever been sustained against you? If yes, please explain.

No.

Is there any possible conflict of interest or other matter that would create problems or prevent you from fairly and impartially discharging your duties as an appointee of the Board of Commissioners? If yes, please explain.

I don't see how this would be a problem but I am an Senior IT Specialist for the firm of Bernard Robinson & Company, LLP, which I believe handles The Town of Pilot Mountain's taxes and played an integral part in uncovering the financial crime carried out by the Pilot Mountain Police Department. I have been with BRC for 8 years. I encourage you to reach to whomever the town is in contact with at the firm and for a reference.

Additional Comments:

When asked at the beginning of this application the length of my residence, I put down my age. However, over my 26 years as and IT Professional, I have lived in Winston-Salem, NC, Atlanta, GA, Washington, DC, and Raleigh, NC. Pilot Mountain is my family home. My grandfather build our home in 1945 at 333 N Depot Street. I love this town and am proud to let people know when I am asked where I am from.

Ethics Guidelines for Town Boards

(Please check if you agree)

☒ Yes, if appointed, I pledge to comply with the following ethics guidelines for boards as adopted by the Town of Pilot Mountain.

Members of boards shall not discuss, advocate, or vote on any matters in which they have a conflict of interest or an interest which reasonably might appear to be in conflict with the concept of fairness in dealing with public business. A conflict of interest or a potential conflict occurs if a member has a separate, private, or monetary interest, either direct or indirect, in any issue or transaction under consideration. Any member who violates this provision may be subject to removal from the board.

If the board believes he/she has a conflict of interest, then the member should ask the board to be excused from voting. The board should then vote on the question on whether or not to excuse the member making the request. In cases where the individual member or the board establishes a conflict of interest, then the board member shall remove themselves from the voting area.

Any board member may seek the counsel of the Town Attorney on questions regarding the interpretation of these ethics guidelines or other conflict of interest matters. The interpretation may include a recommendation on whether or not the board should excuse himself/herself from voting. The board may request the Town Attorney to respond in writing. I understand that is application is a public document. Additionally, I understand that some committee appointments require a criminal background check.

Print Name: Milton Cobb

Signature of Applicant: Milton Cobb

Date

08/13/2024



MEMORANDUM

TO: Mayor and Board of Commissioners
FROM: Michael Boaz, Town Manager/Finance Officer
DATE: October 7, 2024
RE: October 2024 Manager's Report

- We were very lucky here in Pilot Mountain and suffered very little damage from Helene. The biggest issue that we have had is that the modem at our interconnect site with Mt. Airy was damaged by a power surge. This means that there has been no communication between the interconnect and the tank since the storm. Our PW team is having to monitor tank levels and manually open and close the valve that controls the water from Mt. Airy. They are doing a great job, but at times the tank at the Pilot Center and/or Golf Course Rd may overflow. We are working with the vendor to get a new modem for the interconnect installed so that we can automate this process.
- As you all know, our Police Department has been partnering with other folks in Town, particularly the Pilot Group and Freedom & Liberty Worship Center, to collect donations for WNC. The PD has transported several loads of these goods to WNC. We have opened the Pilot Center as a resource for storing goods while they wait for transport. At some point in the near future, we will close the donation site at Town Hall. While we will continue to support our neighbors to the west and want folks to continue donating as they are able, it makes more sense to have these items donated at the Pilot Center where they can be stored. Our PD will continue to coordinate getting donated items to Western NC, but we have to limit the number of direct trips that our PD is making. They will continue to make trips but we will also be working with partner organizations.
- The Chief and I have decided that unfortunately K-9 officer Jeffrey is not going to be able to re-certify as a drug dog. He was however able to re-certify as a tracking dog. We would like to declare him surplus and transfer him to the Hamlet NC Fire and Rescue. While the value of the dog is low enough that I can do so without Board approval, I wanted to touch base with you before we took this action.
- Stephanie Ballew has missed the last several Main Street Coordinating Committee meetings. According to the by-laws, the MSCC has recommended that the Board of Commissioners declare this seat vacant.

PROJECT UPDATES

1. Streetscape Project: No funding was provided in the State budget. We are working on backup plans to obtain funding.
2. 2022 Collection System Project: Bid to be awarded at October 14 meeting.
3. 2022 Distribution System Project: Preliminary construction is underway.
4. WWTP Rehab Phase 2: The design is underway.
5. 2022 Water AIA Project: We decided not to install the district meters for this project and are revamping the leak detection portion of the program.

Surry County 911 Communications
139 Dobson Church of Christ Rd Dobson , NC 27017

CFS By Department - Select Department By Date
For PILOT MOUNTAIN PD 09/01/2024 00:00 - 09/30/2024 23:59

PILOT MOUNTAIN PD	Count	Percent
ABD PAIN A	1	0.18%
ACCIDENT PD	9	1.61%
ACCIDENT PI	2	0.36%
ALARM BUSINESS	5	0.90%
ALARM OTHER	1	0.18%
ALARM PANIC	1	0.18%
ALARM RESIDENTAL	1	0.18%
ANIMAL PROBLEM	2	0.36%
ASSIST AGENCY	3	0.54%
B&E BUSINESS	1	0.18%
B&E RESIDENCE	4	0.72%
BURNS	3	0.54%
C&R DRIVER	1	0.18%
CARDIAC D	1	0.18%
CHASE	3	0.54%
CIVIL DISTURBANCE	3	0.54%
COMMUNICATING THREATS	2	0.36%
CUTTING	1	0.18%
DEBRIS ROADWAY	3	0.54%
DOMESTIC	6	1.08%
DRUG ACTIVITY	1	0.18%
ESCORT FUNERAL	3	0.54%
FOLLOW UP	13	2.33%
FRAUD	1	0.18%
HARASSING PHONE CALLS	1	0.18%
HIT & RUN PD	2	0.36%
INTOXICATED DRIVER	3	0.54%
LARCENY BUSINESS	1	0.18%
MENTAL SUBJECT	1	0.18%
MISCELLANEOUS	3	0.54%
NOISE COMPLAINT	1	0.18%
OPEN DOOR	1	0.18%
PROPERTY DAMAGE	4	0.72%
PROPERTY RECOVER	1	0.18%
PROWLER	2	0.36%
PUBLIC SERVICE	45	8.06%
SATURATION PATROL	19	3.41%
SCHOOL TRAFFIC	32	5.73%
SECURITY CHECK	220	39.43%
SECURITY CHECK SCHOOL	5	0.90%
SERVE WARRANT	3	0.54%
SERVICE CALL	63	11.29%

PILOT MOUNTAIN PD	Count	Percent
SHOTS FIRED	1	0.18%
SPECIAL ASSIGNMENT OFF DUTY	1	0.18%
STRANDED MOTORIST	2	0.36%
SUSPICIOUS ACTIVITY	4	0.72%
SUSPICIOUS PERSON	4	0.72%
SUSPICIOUS VEHICLE OCCUPIED	5	0.90%
SUSPICIOUS VEHICLE UNKNOWN	5	0.90%
SUSPICIOUS VEHICLE UNOCCUPIED	1	0.18%
TRAFFIC STOP	37	6.63%
TRAINING	2	0.36%
TRESPASS	1	0.18%
UNAUTHORIZED USE	1	0.18%
UNLOCK VEHICLE	5	0.90%
WELFARE CHECK	9	1.61%
WX TREE	2	0.36%
Total Records For PILOT MOUNTAIN PD	558	Group/Total 100.00%
Total Records		558

Budget vs Actual (Summary)

Town of Pilot Mountain
10/11/2024 11:32:55 AM

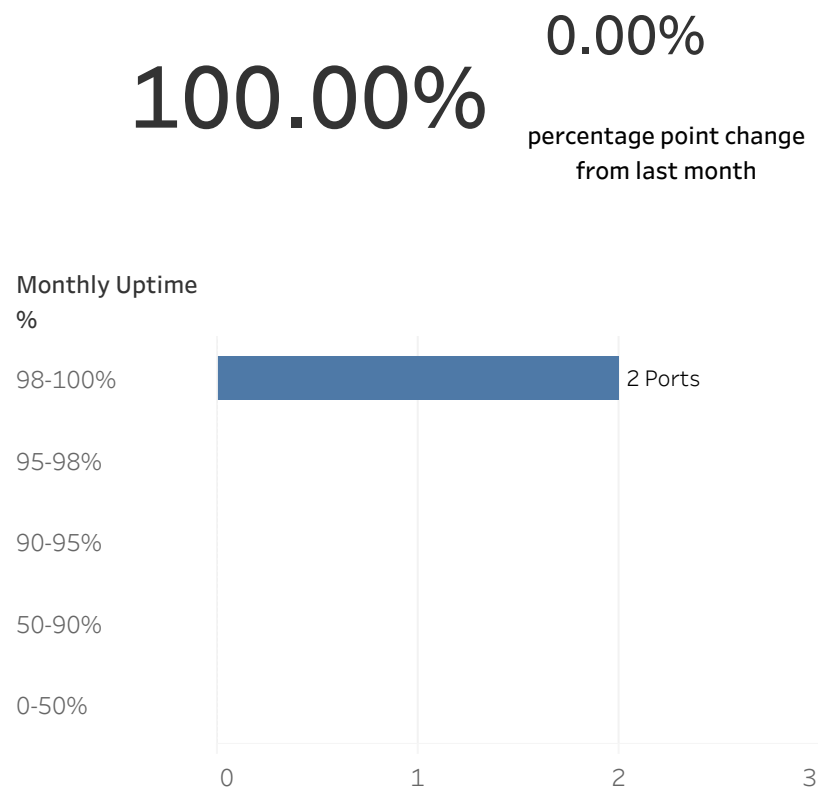
Page 1 Of 1

Period Ending 9/30/2024

10 GENERAL					
Description	Budget	MTD	YTD	Variance	Percent
Revenues					
	3,111,620	677,947.27	1,204,145.69	(1,907,474.31)	39%
Revenues Totals:	3,111,620	677,947.27	1,204,145.69	(1,907,474.31)	39%
Expenses					
	0	0.00	0.00	0.00	
GOVERNING BODY	64,040	6,204.66	67,080.59	(3,040.59)	105%
ADMINISTRATION	327,260	50,241.87	151,196.37	176,063.63	46%
COMMUNITY & ECONOMIC DEVELOPMENT	0	0.00	8,850.00	(8,850.00)	
DOWNTOWN REVITALIZATION	252,070	24,898.80	75,518.52	176,551.48	30%
PUBLIC SAFETY	1,112,880	127,130.78	338,175.94	774,704.06	30%
STREETS	101,900	10,512.54	48,606.36	53,293.64	48%
POWELL BILL	42,530	42,702.71	51,702.71	(9,172.71)	122%
SANITATION	296,080	33,918.32	97,910.48	198,169.52	33%
PILOT CENTER	18,870	5,757.43	17,107.10	1,762.90	91%
LIBRARY	39,870	0.00	878.00	38,992.00	2%
RECREATION	686,990	106,104.04	305,366.98	381,623.02	44%
DEBT SERVICE	169,130	0.00	14,402.54	154,727.46	9%
Expenses Totals:	3,111,620	407,471.15	1,176,795.59	1,934,824.41	38%
10 GENERAL Totals:		270,476.12	27,350.10		

Monthly Uptime - August 2024

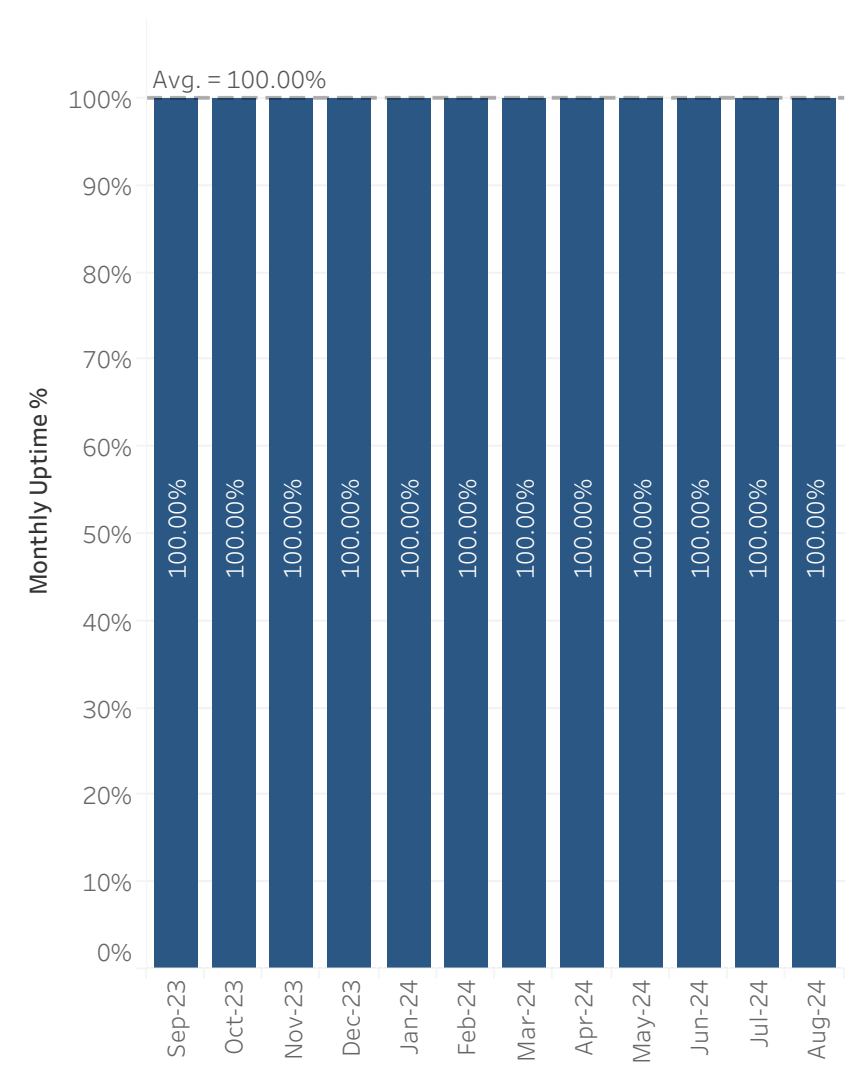
Monthly Uptime is the percentage of time each individual charging port is able to dispense energy, averaged across all ports for your organization within the time period.



Distribution of average monthly uptime across 2 ports and 1 Stations

Monthly Uptime - Last 12 months

Monthly Uptime - Last 12 months is the percentage of time each individual charging port is able to dispense energy, averaged across all ports for your organization within the time period. Only stations that are activated for the complete month are included.

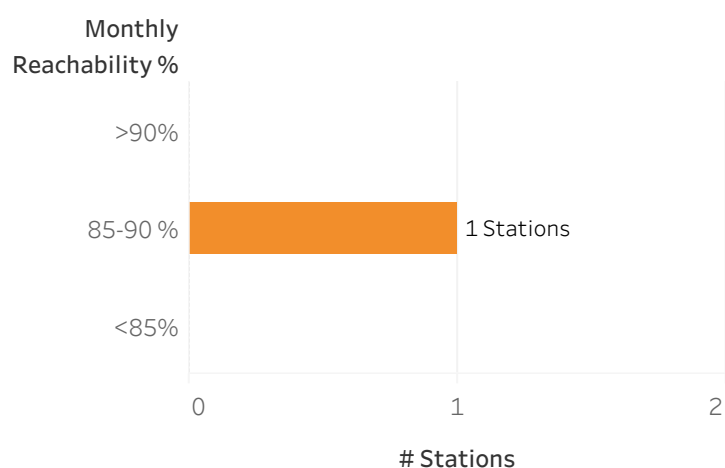


Monthly average port uptime over the last 12 months.

Reachability - August 2024

Reachability is the percentage of successful pings a station makes to the ChargePoint network, based on the total expected pings in this time period. Stations ping to the ChargePoint network every 10 minutes via cellular connection.

 Potential connectivity issues



Connectivity status of your stations

Total stations in report

1 Stations

Includes the following models and service types:

Device Model Family	Assure *	Non Assure **
CT4000	1 Stations	0 Stations

* indicates stations with Assure or Assure Pro service type

** indicates stations with Parts Only service type or no service type

See table for service type per station

Report Feedback

As we update our reporting format to provide the most valuable information as possible, we welcome any feedback at

<http://chargepoint.com/survey/customer-reports>

Monthly Charging Reliability Report

August 2024

This monthly report tracks Uptime for all stations in your organization. Ports with outages or reachability issues that impact Uptime are listed first.

- **Monthly Uptime** is the percentage of time each individual charging port is able to dispense energy over the time period.
- **12-month Rolling Average** is calculated for stations that have been activated for the entire 12-month period. No value is calculated for stations activated for less than 12 months.
- **Outages** are events where a port is unable to dispense energy for more than 2 hours.
- **Total Outage Duration** is the total number of hours a port is unable to dispense energy to drivers due to outages.
- **Reachability** is the percentage of successful pings a station makes to the ChargePoint network, based on the total expected pings in this time period.

Index	Station Name	Port	Device Model Family	Service Type	Monthly Uptime %	12-month Rolling Avg	Total Outages (Greater than 2 Hr.)	Downtime Hours	Monthly Reachability
1	PM TOWN HALL PM TOWN HALL	1	CT4000	Assure	100%	100%	0	0	89%
2	PM TOWN HALL PM TOWN HALL	2	CT4000	Assure	100%	100%	0	0	89%

**MONTHLY STATUS REPORT OF
OPERATION FOR THE PILOT MOUNTAIN
WASTEWATER TREATMENT PLANT**

MONTH: September

YEAR: 2024

OPERATIONS:

MILLION GALLONS OF WATER TREATED	6.93	PERMIT LIMIT MGD	.500
AVERAGE DAILY VOLUME TREATED	.231		
TOTAL RAINFALL	9.25		

CHEMICALS USED:

CHLORINE/BLEACH	80 Gallons
POLYMER	0 Gallons

CHEMICAL ANALYSIS:

Parameter	Permit Limits	Monthly Results
BOD	30 max. avg. monthly	6.77
TSS	30 max. avg. monthly	6.5
D.O.	5 minimum avg. daily eff.	7.15
Fecal Coliform	200 max. avg. monthly	1.8
Ammonia-Nitrogen	28.6 max. avg. monthly	8.1

We were in compliance with all permit monitoring requirements. The eDMR was submitted to NCDEQ on October 3rd, 2024.

Zoning Permit Applications

Applications For the Date Range 09/01/2024 Thru 09/30/2024

#	Reference #	Application Type	Property Address	Block	Lot	Owner Name	Date Entered	Date Issued
STATUS: APPROVED								
1	Z-2024-0041	RESIDENTIAL - NEW CONSTRUCTION	390 WHITAKER CHAPEL RD			JENNINGS WENDELL TREY	09/16/2024	09/17/2024
2	Z-2024-0042	SIGN	129 CARSON ST			YORK JAMES JOHNSON	09/17/2024	09/17/2024
3	Z-2024-0044	NON-RESIDENTIAL - ACCESSORY STRUCTURE	124 W MAIN ST			PILOT MTN TOWN OF	09/20/2024	09/20/2024
4	Z-2024-0043	RESIDENTIAL - ACCESSORY STRUCTURE	600 W MAIN ST			BLOOM KENNETH	09/20/2024	09/24/2024
5	Z-2024-0046	CHANGE OF USE / ZONING VERIFICATION	113 W MAIN ST			INVESTMORE LLC	09/25/2024	09/25/2024
6	Z-2024-0045	RESIDENTIAL - ACCESSORY STRUCTURE	167 OLD FORGE RD			SANDS JAMES DALE	09/25/2024	09/25/2024
7	Z-2024-0047	RESIDENTIAL - ACCESSORY STRUCTURE	132 JACKS TR			HEATH MICKEY LEE	09/26/2024	10/03/2024
7	TOTAL APPROVED APPLICATIONS							
7	TOTAL APPLICATIONS THIS REPORT PERIOD							

Concern Report

Reference #	Status	Date Entered	Description of Concern	
Concern Type		Date Closed		
Concern Address		Days to Resolve		
1	RAC-2024-00042	NEW	09/09/2024	EXCESSIVE DOG BARKING THAT HAS PRIOR REPORTS. THE DOG WILL BARK FOR 1 OR MORE CONSECUTIVE HOURS DAILY. IT IS TIED OUT FRONT SO THE SOUNDS IS DIRECTED INTO OUR HOUSE AND PROPERTY. THEY DO NOT TAKE HIM IN OR MAKE HIM STOP. IT HAS BEEN GOING ON FOR ALMOST 6 MONTHS. PER THE TOWN ORDINANCE A WRITTEN REPORT TO THE POLICE IS THE PROPER WAY TO ADDRESS THE ISSUE. I ASSUME THIS WILL MEET THAT REQUIREMENT.
	OTHER		09/11/2024	
	518 BUTLER ST		2	
2	RAC-2024-00043	NEW	09/17/2024	THE SIGN IS SPELLED INCORRECTLY. THE PLAT OF THE EAST SURRY BUSINESS PARK , DOCUMENT 551951 DATED 02/06/2008, FILED IN SURRY COUNTY REGISTER OF DEEDS . THE CORRECT SPELLING WILL BE SHELLEYBROOK DRIVE. HOWEVER THE SIGN IS SPELLED AS SHELLYBROOK. I HAVE INCLUDED THE CURRENT SIGN AND THE PLAT DOCUMENT BELOW, TO SAVE TIME. I HOPE IT HELPS OUT. THANKS
	STREET SIGN ISSUE		20	
	SHELLEYBROOK DR			
3	RAC-2024-00044	NEW	09/23/2024	I WOULD LIKE TO REQUEST A PEDESTRIAN CROSS WALK BE IMPLEMENTED AT THE INTERSECTION OF STATE ROAD AND OLD WESTFIELD ROAD. CROSSING CONDITIONS ARE UNSAFE IN THIS AREA, AS CARS TURNING RIGHT ONTO OLD WESTFIELD ROAD FROM MAIN STREET DO NOT HAVE INDICATION TO YIELD TO PEDESTRIANS. MANY FAMILIES AND CHILDREN WALK ALONG THIS SIDEWALK FROM THE HIGH SCHOOL AREA.
	STREET SIGN ISSUE		14	
	615 W MAIN ST			
4	RAC-2024-00045	NEW	09/24/2024	
	518 BUTLER ST		13	

General Services Work Order Applications

Applications For the Date Range 09/01/2024 Thru 09/30/2024

#	Reference #	Requesting Dept.	Job Type	Location	Description	Date Entered	Date Issued	Days Open
STATUS: CLOSED								
1	JOB-2024-00306	DPW	OTHER	317 N DEPOT ST	DEAD DEER BESIDE LOVILL CHAPEL CHURCH, ON THE BACK SIDE OF CHURCH. WAS ALSO TOLD TO MIKE HORN TO ADVISE TOWN CREW	9/4/2024	9/4/2024	0
2	JOB-2024-00308	DPW	OTHER	CEMETERY SECTION B	LOCATE & MARK PLOTS D036 & D037 FOR BILLY SAWYERS	9/9/2024	9/9/2024	0
3	JOB-2024-00307	DPW	OTHER	VARIOUS LOCATIONS	FLUSH END OF LINE: HWY 268 E, S KINGSTON ST & OLD WESTFIELD RD	9/9/2024	9/10/2024	1
4	JOB-2024-00309	DPW	FIRE HYDRANTS WATER LEAK	LYNCHBURG RD	WATER LEAK AT HYDRANT. CORNER OF DODSON MILL & LYNCHBURG RD. HYDRANT IS ON LYNCHBURG	9/10/2024	9/12/2024	2
5	JOB-2024-00310	DPW	OTHER	125 LYNCHBURG RD	TURN WATER OFF FOR FINAL. METER #23190912	9/11/2024	9/15/2024	4
6	JOB-2024-00313	DPW	OTHER	330 CRESTWOOD DR	METER IS SHOWING A TAMPER ALERT.	9/12/2024	9/13/2024	1
7	JOB-2024-00312	DPW	OTHER	800 DODSON MILL RD UNIT 5	TURN WATER ON FOR NEW SERVICE. METER #1700027602	9/12/2024	9/12/2024	0
8	JOB-2024-00311	DPW	OTHER	126 W MAIN ST, UNIT A	TURN WATER BACK ON. REPAIRS HAVE BEEN MADE. METER #1700027334	9/12/2024	9/15/2024	3
9	JOB-2024-00314	DPW	STORM WATER	709 E MAIN ST	CLEAN OUT STORM GRATE OR CULVERT AT THIS ADDRESS	9/17/2024	9/20/2024	3
10	JOB-2024-00316	DPW	SEWER	LOLA LN PUMP STATION	FORCE MAIN BREAK	9/19/2024	9/20/2024	1
11	JOB-2024-00317	DPW	OTHER	VARIOUS LOCATIONS	RE-READS FOR OCTOBER BILLING	9/19/2024	9/20/2024	1
12	JOB-2024-00315	DPW	GARBAGE/RECYCLING	118 NORTHVIEW DR	TAKE 1 GARBAGE & 1 RECYCLE CAN TO THIS ADDRESS	9/19/2024	9/26/2024	7
13	JOB-2024-00318	DPW	OTHER	MARION & KEY STREET	PLEASE MOVE FARMERS MARKET BANNER BACK. IT IS BLOCKING THE VIEW FOR DRIVERS TURNING LEFT ONTO S. KEY ST	9/20/2024	9/20/2024	0
14	JOB-2024-00319	DPW	OTHER	118 NORTH VIEW DR	NEED TRASH CAN AT THIS ADDRESS	9/23/2024	9/25/2024	2
15	JOB-2024-00320	DPW	SIDEWALK/CURB STORM DRAIN	W MAIN & DODSON MILL	PLEASE CHECK THE STORM DRAINS IN THIS AREA. WE HAVE WATER OVER THE CURB AND ONTO THE SIDEWALK.	9/25/2024	9/26/2024	1
16	JOB-2024-00324	DPW	OTHER	OLD US 52 S	POWER FAILURE AT MASTER METER	9/29/2024	10/3/2024	4
17	JOB-2024-00325	DPW	GARBAGE/RECYCLING	105 C W MAIN ST	REPLACE GARBAGE CAN. IT IS ON THE SIDE OF N. DEPOT AT THE LIGHT POLE BESIDE DRIVEWAY	9/30/2024	9/30/2024	0
17	TOTAL CLOSED APPLICATIONS							
STATUS: IN PROGRESS								
1	JOB-2024-00323	DPW	OTHER	VARIOUS LOCATIONS	STORM CLEAN-UP - ONGOING	9/29/2024		0
1	TOTAL IN PROGRESS APPLICATIONS							
STATUS: NEW								
1	JOB-2024-00321	DPW	GARBAGE/RECYCLING	106 NELSON ST	OWNER CALLED IN STATING SOMEONE TOOK HER RECYCLING CAN AND LEFT HER WITH A GARBAGE CAN ONLY AND IT DOES HAVE WHEELS	9/25/2024		0
2	JOB-2024-00322	DPW	OTHER	CEMETERY SECTION D	MARK PLOT D079 FOR HEADSTONE	9/26/2024		0

General Services Work Order Applications

Applications For the Date Range 09/01/2024 Thru 09/30/2024

#	Reference #	Requesting Dept.	Job Type	Location	Description	Date Entered	Date Issued	Days Open
2	TOTAL NEW APPLICATIONS							
20	TOTAL APPLICATIONS THIS REPORT PERIOD							