

## **AGENDA**

[www.townofvaldese.com](http://www.townofvaldese.com)

The purpose of this meeting is to provide members of Town Council and citizens with information regarding the upcoming regular Council meeting.

The Town Council Meeting will be live-streamed on YouTube [@townofvaldese](https://www.youtube.com/@townofvaldese).

Public Comments will not be received during the July 28, 2025 meeting. However, a provision for public comments will be a part of the regular Council meeting on August 4, 2025, as required by GS. 160A-81.1.

**Town of Valdese Town Council Pre-Agenda**  
102 Massel Avenue SW, Valdese, NC

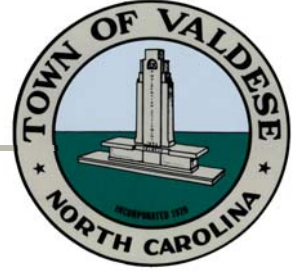
**Monday, July 28, 2025**  
6:00 p.m., Valdese Town Hall, Council Chambers

1. Call Meeting to Order
2. Invocation
3. Pledge of Allegiance
4. New Business
  - A. Rostan Annexation Petition – Call for Public Hearing on August 4, 2025 (*Presented by WPCOG*)
  - B. Review and discussion of August 4, 2025, Preliminary Agenda
5. Adjournment

The Town of Valdese holds all public meetings in accessible rooms. Special requests for accommodation should be submitted by individuals with disabilities at least 48 hours before the scheduled meeting time. Contact Town Hall at 828-879-2120 or TDD Phone Line (hearing impaired) 1-800-735-2962.

# Town of Valdese

## AGENDA MEMO



☒ Resolution ☐ Ordinance ☐ Contract ☐ Discussion ☐ Information Only

To: Valdese Town Council

From: Alison Adams, WPCOG Planning Director

Subject: Annexation Contiguous Property - Montanya View Circle

Meeting: July 28, 2025

Presenter: Alison Adams

### ITEM OF INTEREST:

Mark Rostan petitioned the Town of Valdese to annex parcel number 2742370517, located at 0 Montanya View Cir. The parcel is currently contiguous to the Town of Valdese Town Limits. Upon annexation of the property Mr. Rostan will also be requesting the property to be rezoned (forth coming) to reflect a town zoning district. +

### BACKGROUND INFORMATION:

Mark Rostan petitioned the town on May 27, 2025. The Clerk is required to review the petition and certified the request to be sufficient. The request for a public hearing was printed in the newspaper two consecutive times July 19, 2025 and July 26, 2025 for an August 4th public hearing date. The property has been posted with a public hearing sign. All legal notice requirements have been met. If the annexation request is approved by Council the map will then be signed and sent to the Secretary of States' Office and all other required governmental offices notifying a change in the boundary of the town.

### BUDGET IMPACT:

Unknown

### RECOMMENDATION / OPTIONS:

Staff recommends directing the clerk to investigate the request and to setting the public hearing date for the annexation of parcel number 2742370517, 0 Montanya View Cir. for August 4, 2025.

### LIST OF ATTACHMENTS:

Annexation Petition  
Resolution - Clerk Investigation  
Resolution - Public Hearing Date

# TOWN OF VALDESE, NORTH CAROLINA

For questions about this petition form or the annexation procedure, please contact the Town Clerk at to schedule a pre-application meeting.

## PETITION FOR ANNEXATION OF A CONTIGUOUS AREA

Date May 27, 2025

Petition Number: 2025-1

TO: THE TOWN CLERK AND THE TOWN COUNCIL:

I (we) the undersigned owners of real property respectfully request that the area described in Paragraphs 2 and 3 below be annexed into the Town of Valdese in accordance with G.S. 160A-31 (annexation by petition), which states that a Town may annex any area contiguous to its boundaries upon presentation to the governing board of a petition signed by the owners of all real property located within such area.

☒ Contiguous - For purposes of this section, an area shall be deemed "contiguous" if, at the time the petition is submitted, such area either abuts directly on the municipal boundary or is separated from the municipal boundary by the width of a street or street right-of-way, a creek or river, or the right-of-way of a railroad or other public service corporation, lands owned by the municipality or some other political subdivision, or lands owned by the State of North Carolina. A connecting corridor consisting solely of a street or street right-of-way may not be used to establish contiguity. In describing the area to be annexed in the annexation ordinance, the municipal governing board may include within the description any territory described in this subsection which separates the municipal boundary from the area petitioning for annexation.

☐ We acknowledge that any zoning vested rights acquired pursuant to G.S. 160A-385.1 or G.S. 153A-344.1 must be declared and identified on this petition. We further acknowledge that failure to declare such rights on this petition shall result in a termination of vested rights previously acquired for the property. If zoning vested rights are claimed, indicate below and attach proof.

Do you declare vested rights? Yes \_\_\_\_\_ No ☒

(Note: If the property title is listed in both husband's and wife's names, both are required to sign the petition. For land owned by a corporation, the registered agent on file with the NC Secretary of State is required to sign the petition. Attach additional sheets as necessary):

Name (signature):

James Edwards Rottman

Address:

3270 Montanya View Dr  
Valdese, NC

2. In order to assist the Town in locating the property to be annexed, please provide as much of the following information as possible:

Property Address(es): 3270 Montanya View Dr, 0 Montanya View Cir

NC PIN(s): 274237253, 2742370517

Township: Lovelady

Tax Map(s) \_\_\_\_\_, Block(s) \_\_\_\_\_, Lot(s) \_\_\_\_\_

Deed Book 2788

Page 587

**3. The area to be annexed is contiguous to the Town and the boundaries of such territory are as follows:**

(Note: boundaries should be described as a "metes and bounds" legal description—type below and/or attach additional sheets as necessary)

4. The petitioner attaches hereto and submits as part of the petition: A plat, suitable for recordation in the office of the Burke County Register of Deeds, showing the area proposed for annexation with relation to the primary corporate limits of the Town of Valdese.

5. The governing board shall have the authority to make the annexing ordinance effective immediately or on any specified date within six months from the date of passage of the ordinance. The newly annexed territory shall be subject to municipal taxes levied for the fiscal year following the date of annexation as explained in G.S. 160A-31.

**OFFICIAL USE ONLY:**

Planning Department received annexation petition on 5/28/2025.

The petition was certified as sufficient by the Town Clerk and Town Council on \_\_\_\_\_.

Town Council called for a hearing on \_\_\_\_\_.

The legal notice was published on \_\_\_\_\_ in the Newspaper. (Note: must be 10 Days prior to public hearing).

The public hearing was held on \_\_\_\_\_.

Town Council action after public hearing \_\_\_\_\_.

Filed with Register of Deeds and Secretary of State Office on \_\_\_\_\_.

Town Clerk (signature)

Date



## PETITION REQUESTING ANNEXATION

Date: May 27, 2025

To the Town Council of the Town of Valdese.

I. We, the undersigned owners of real property, respectfully request that the area described in Paragraph 2 below be annexed to the Town of Valdese.

2. The area to be annexed is contiguous to the Town of Valdese and the boundaries of such territory are as follows:

Remaining portion of Tract 1 of the Plat recorded in Book 34, Page 221 and Deed Book: 2788, Page 587, that was not incorporated into the city limits.

Plat is attached for reference. It is the southern portion of the lot(s) that state "Part of 270246279575 to be recombined with 274206373669 John P Rostan III, DB 873 PG 590-Tract 1, 1.68 acres" and is bordered on the southern side by a creek.

TAX PIN NO.: 2742370517

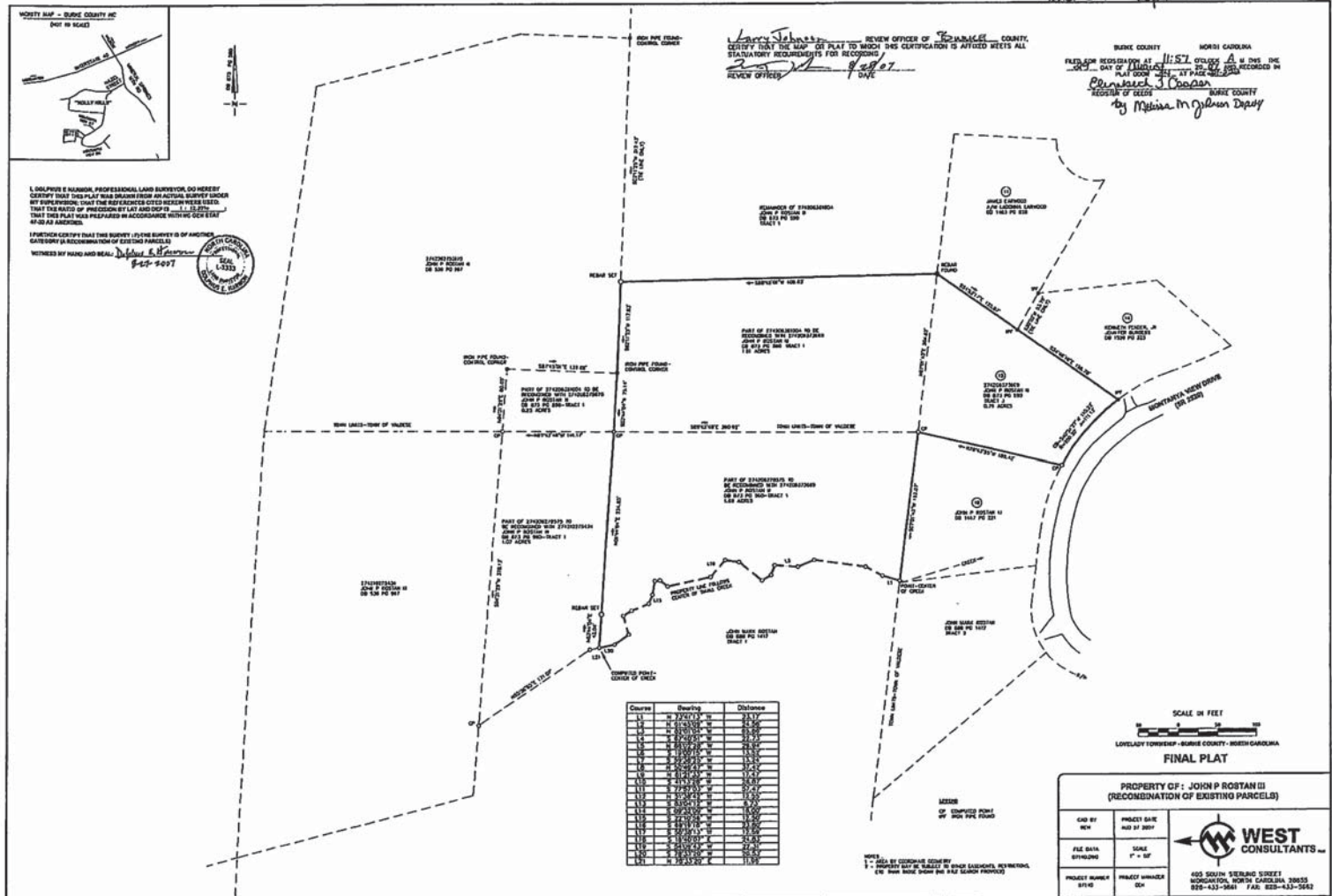
REID: 66883

/s/ John Mark and Leslie Edwards Rostan

  
Signature and Address

3270 Montanya View Drive, Valdese, NC

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## INSTRUMENT OF COMBINATION

Prepared by: Beyer & Lippert, PLLC  
Richard W. Beyer  
Attorney At Law  
PO Box 2100  
Morganton, NC 28680

NORTH CAROLINA

BURKE COUNTY

This Instrument of Combination is made the 31 day of January 2025, by John Mark Rostan and wife, Leslie E. Rostan whose mailing address is Post Office Box 758, Valdese, North Carolina 28690;

## WITNESSETH:

THAT WHEREAS, John Mark Rostan and wife, Leslie E. Rostan own certain tracts of real property located in Burke County, North Carolina, which were acquired by the following deed:

Deed from John Mark Rostan to John Mark Rostan and wife, Leslie Edwards Rostan recorded in Book 1965, Page 193 in the Office of the Register of Deeds for Burke County. The specific tracts to be combined herein are identified by Tax PIN: 2742373524, Tax PIN 2742370546.001 and Tax PIN 2742370546 and Tax REID#'s: 40767, 57099 and 41210; and

WHEREAS, John Mark Rostan and wife, Leslie Edwards Rostan wish combine these properties into a single tract of land that will be described by one common boundary line for the purpose of complying with applicable provisions of the Burke county Zoning and Subdivision Ordinances: and

WHEREAS, this is a limited, special purposes instrument executed for the reason stated, is not a conveyance and does not change nor modify in any manner the ownership interests in the

1

SEE EXHIBIT "A" ATTACHED

Submitted electronically by "Beyer & Lippert, PLLC"  
in compliance with North Carolina statutes governing recordable documents  
and the terms of the submitter agreement with the Burke County Register of Deeds.

described property; and

WHEREAS, by execution and recordation of this Instrument of Combination, the described properties are combined into one tax parcel for ad valorem taxes, and that property will be considered as one parcel for subdivision and zoning purposes.

IN WITNESS WHEREOF, John Mark Rostan and wife, Leslie E. Rostan have set their hands and seals the day and year first above written.

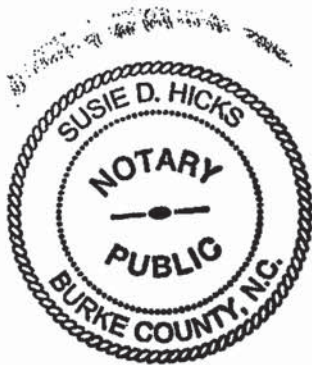
John Mark Rostan (SEAL) Leslie Edwards Rostan (SEAL)  
JOHN MARK ROSTAN LESLIE EDWARDS ROSTAN

NORTH CAROLINA, BURKE COUNTY

I, Susie D. Hicks, the undersigned Notary Public of the County and State aforesaid, certify that John Mark Rostan and wife, Leslie Edwards Rostan, personally came before me this day and acknowledged the foregoing instrument. Witness my hand and notarial stamp this the 31 day of January, 2025.

Susie D. Hicks  
Notary Public

My Commission Expires: 09/10/2027





**EXHIBIT "A"****TRACT I:**

BEING all of Tract 1 containing 1.81 acres referred to on plat as "part of 274206381004 to be recombined with 274206373669" and Tract 3 containing 0.79 acres, both as shown on survey prepared by West Consultants, PLLC dated August 27, 2007 entitled "Property of John P. Rostan, III (recombination of existing parcels)" and recorded August 29, 2007 in Plat Book 34, Pages 221-222. Reference to said plat is hereby made for greater certainty of description.

BACK REFERENCE: Book 1965, Page 193, Burke County Registry.

TAX ID#: 2742370546

REID#: 41210

**TRACT II:**

BEING all of Tract 2 containing 1.68 acres referred to on plat as "part of 274206279575 to be recombined with 274206373669 as shown on survey prepared by West Consultants, PLLC dated August 27, 2007 entitled "Property of John P. Rostan, III (recombination of existing parcels)" and recorded August 27, 2007 in Plat Book 34, Pages 221-222, Burke County Registry. Reference to said plat is hereby made for greater certainty of description.

BACK REFERENCE: Book 1965, Page 193, Burke County Registry.

TAX ID#: 2742370546

REID#: 57099

**TRACT III:**

BEGINNING at a point in the line of Dr. Yates Palmer and running thence North 83° 01' 17" East 177.14 feet to a point in the westerly margin of the right of way of a 60-foot unnamed right of way, thence two courses and distances as follows with the margin of said right of way (1) North 7° 04' East 43.24 feet to a point and (2) with the arc of a curve to the right 90.61 feet (CB=North 17° 31' East, CD=90.12 feet) to a point at the southeasterly corner of Lot 15, thence with the southerly line of Lot 15 North 76° 41' 38" West 189.43 feet to a point in the line with Palmer's, thence with the Palmer line South 7° 04' West 195.00 feet to the BEGINNING point, the same being Lot 16 as shown on a plat of property of Mr. W. J. Stewart prepared by Piedmont Surveying Co., dated July, 1974.

TOGETHER WITH a non-exclusive, perpetual right of way and easement for purposes of ingress, egress and regress over that certain unnamed street, road and cul-de-sac shown on the aforesaid

survey as adjoining property hereby conveyed and extending to Montanya Street (SR 2520)

BACK REFERENCE: Book 1965, Page 193, Burke County Registry.

TAX ID#: 2742373524

REID#: 40767

**RESOLUTION DIRECTING THE CLERK TO INVESTIGATE**  
**A PETITION RECEIVED UNDER G.S. 160A-31**

WHEREAS, a petition requesting annexation of an area described in said petition was received on May 27, 2025 by the Town Council of the Town of Valdese; and

WHEREAS, G.S. 160A-31 provides that the sufficiency of the petition shall be investigated by the Town Clerk before further annexation proceedings may take place; and

WHEREAS, the Town Council of the Town of Valdese, deems it advisable to proceed in response to this request for annexation.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Valdese that the Town Clerk is hereby directed to investigate the sufficiency of the above described petition and to certify as soon as possible to the Town Council the result of her investigation.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Clerk

Adopted: \_\_\_\_\_

**RESOLUTION FIXING DATE OF PUBLIC HEARING ON QUESTION  
OF ANNEXATION PURSUANT TO G.S. 160A-31**

WHEREAS, a petition requesting annexation of the area described herein has been received; and

WHEREAS, the Town Council of the Town of Valdese has by resolution directed the Town Clerk to investigate the sufficiency of the petition; and

WHEREAS, certification by the Town Clerk as to the sufficiency of the petition has been made.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Valdese North Carolina that:

Section 1. A public hearing on the question of annexation of the area described herein will be held at Valdese Town Hall, Council Chambers at 6:00 p.m. on the 4<sup>th</sup> day of August, 2025.

Section 2. The area proposed for contiguous voluntary annexation is described as follows:

Being all of that tract containing 1.61 acres and being referred to as "PART OF 274206279575 TO BE RECOMBINED WITH 274206373669" as shown on survey prepared by West Consultants, PLLC dated August 27, 2007, entitled "PROPERTY OF JOHN P ROSTAN III (RECOMBINATION OF EXISTING PARCELS)" and recorded August 27, 2007 in Plat Book 34, Pages 221-222, Burke County Registry.

TAX ID #: 2742370517

BACK DEED REFERENCE: Book 1965, Page 193, Burke County Registry

Section 3. Notice of the public hearing shall be published in The Paper, a newspaper having general circulation in the Town of Valdese, at least ten (10) days prior to the date of the public hearing.

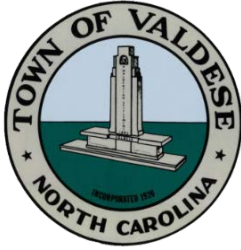
\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Clerk

Adopted:\_\_\_\_\_





**AGENDA**  
[www.townofvaldese.com](http://www.townofvaldese.com)

**Town of Valdese Town Council**  
**102 Massel Avenue SW, Valdese, NC**

**Monday, August 4, 2025**  
**6:00 p.m., Valdese Town Hall, Council Chambers**

The Town Council Meeting will be live-streamed on YouTube [@townofvaldese](https://www.youtube.com/townofvaldese).

- 1. Call Meeting to Order**
- 2. Invocation** *(Led by the Valdese PD Volunteer Chaplains)*
- 3. Pledge of Allegiance**

**4. Informational Items**

- A. Reading Material

**5. Open Forum/Public Comment**

**6. Consent Agenda**

All items below are considered routine by the Town Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests. In which event, the item will be removed from the Consent Agenda and considered under Item 7.

- A. Approval of Regular Meeting Minutes of June 23, 2025
- B. Approval of Closed Session Minutes of June 23, 2025
- C. Approval of Special Called Meeting Minutes of July 11, 2025
- D. Approval of Closed Session Minutes of July 11, 2025
- E. Approval of Budget Amendment for Meridian 10-Inch Sewer Line Repair

**7. New Business**

- A. Public Hearing – Rostan Voluntary Annexation *(Presented by WPCOG)*
- B. Public Hearing – Rezoning of Rostan Property *(Presented by WPCOG)*
- C. Call for a Public Hearing to Modify Unified Development Ordinance *(Presented by WPCOG)*
- D. Approval of Iron Mountain Contract & Resolution of Tentative Award for the Valdese Bluffs Project *(Presented by Todd Herms)*
- E. Approval of DR Reynolds Contract for Public Safety Facilities *(Presented by Todd Herms)*
- F. Information Items for Council Discussion:

- i. FY 2025 Preliminary Final Results, as of June 30, 2025
- ii. Status of Mobile Food Ordinance
- iii. Residency Requirement for Valdese Town Council Advisory Committees
- iv. Status Report on \$25,000 WPCOG Contract, from August 7, 2023 – December 31, 2026

**G. Updates on Agreements and Projects approved at the June 2025 meeting:**

- i. WPCOG Planning Assistance
- ii. WPCOG Stormwater Partnership
- iii. First Tryon Financial Advisors
- iv. Application for Supplemental Helene Funding through DWI

**8. Town Manager's Report**

- A.** Capital Campaign Drive for Pool Cover Update
- B.** Old Colony Players presents the Historic Outdoor Drama From This Day Forward, Fred B. Cranford Amphitheatre - Fridays & Saturdays 8:00 p.m. until August 9, 2025.
- C.** 50th Annual Waldensian Festival and Footrace – August 8 & 9, 2025, see full event schedule at [visitvaldese.com](http://visitvaldese.com).
- D.** Family Friday Nights Summer Concert Series continues each Friday on Temple Field from 7:00 p.m. – 10:00 p.m. until August 29, 2025
- E.** Next Agenda Review Council meeting is scheduled for Monday, August 25, 2025, 6:00 p.m., Council Chambers, Valdese Town Hall
- F.** Next Regular Council meeting scheduled for Tuesday, September 9, 2025, 6:00 p.m., Council Chambers, Valdese Town Hall

**9. Mayor and Council Comments**

- 10. Closed Session Pursuant to NC General Statute 143-318.11(a)(6)** to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee.

**11. Adjournment**

**The Town of Valdese holds all public meetings in accessible rooms. Special requests for accommodation should be submitted by individuals with disabilities at least 48 hours before the scheduled meeting time. Contact Town Hall at 828-879-2120 or TDD Phone Line (hearing impaired) 1-800-735-2962.**

# Town of Valdese

## AGENDA MEMO



☐ Resolution ☒ Ordinance ☐ Contract ☐ Discussion ☐ Information Only

To: Valdese Town Council

From: Bo Weichel, Assistant Town Manager / CFO

Subject: Meridian 10-inch Sewer Line Repair

Meeting: August 4, 2025

Presenter: Bo Weichel, Assistant Town Manager / CFO

### ITEM OF INTEREST:

Emergency repair of a 10" sewer line.

### BACKGROUND INFORMATION:

The Town of Valdese recently encountered a critical failure of a 10-inch sewer line located on the Meridian Specialty Yarn property. The existing cast iron line had been in service for many years and had deteriorated extensively due to exposure to chemicals discharged from industrial processes. This deterioration created a significant risk of sewer system failure, potential environmental impact, and operational disruptions for both the facility and the Town's sewer network.

To address this issue promptly and effectively, the Town engaged Iron Mountain Construction Co., Inc. to perform an emergency repair and replacement. The scope of work included:

- Installation of 177 linear feet of new 10-inch SDR36 sewer pipe designed to resist chemical exposure and extend service life.
- Rerouting the new line to optimize the alignment with existing manholes, thereby avoiding any construction or disturbance under Main Street.
- Installation of a 4-foot diameter doghouse manhole to tie in the new alignment.
- Tie-in to the existing manhole and site stabilization, including seeding upon completion.
- Abandonment of the old cast iron line under Main Street by pumping it full of concrete, preventing future voids or failures.
- Blasting rock as required due to site conditions.

This emergency repair not only resolves the immediate failure but also provides a long-term, chemically resistant solution while eliminating future risks and costly disruptions along Main Street.

Given the urgent nature of the sewer line failure, the specialized site conditions, and the need to ensure uninterrupted service to a major industrial customer, this project was necessary and justified.

### BUDGET IMPACT:

Budget amendment from Utility Fund not to exceed \$75,000.

### RECOMMENDATION / OPTIONS:

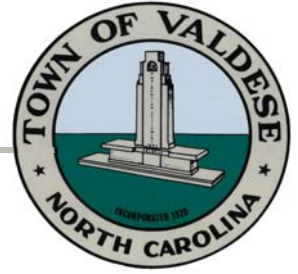
Approve budget amendment for emergency repairs.

### LIST OF ATTACHMENTS:

Budget amendment #1-30

# Town of Valdese

## AGENDA MEMO



☐ Resolution ☐ Ordinance ☐ Contract ☐ Discussion ☐ Information Only

To: Valdese Town Council

From: Alison Adams, WPCOG Planning Director

Subject: Annexation Contiguous Property - Montanya View Circle

Meeting: August 4, 2025

Presenter: Alison Adams

### ITEM OF INTEREST:

Mark Rostan petitioned the Town of Valdese to annex parcel number 2742370517, located at 0 Montanya View Cir. The parcel is currently contiguous to the Town of Valdese Town Limits. Upon annexation of the property Mr. Rostan will also be requesting the property to be rezoned to reflect a town zoning district. +

### BACKGROUND INFORMATION:

Mark Rostan petitioned the town on May 27, 2025. Upon Council approving two resolutions at the July 28, 2025 meeting the clerk has investigated and the public hearing set. The clerk certified the request sufficient on July 29, 2025. The request for public hearing was printed in the newspaper two consecutive times July 19, 2025 and July 26, 2025 and the property was been posted. All legal notice requirements have been met. If the annexation request is approved by Council the map will then be signed and sent to the Secretary of States' Office and all other required governmental offices notifying a change in the boundary of the town.

### BUDGET IMPACT:

Unknown

### RECOMMENDATION / OPTIONS:

Staff recommends holding a public hearing for the annexation of parcel number 2742370517, 0 Montanya View Circle

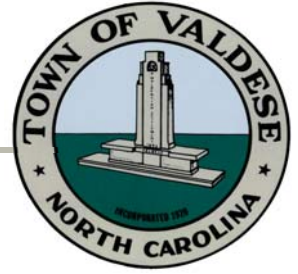
### LIST OF ATTACHMENTS:

Annexation Petition  
Signed Resolution - Clerk Sufficiency  
Signed Resolution - Setting the public hearing date  
Legal Ad



# Town of Valdese

## AGENDA MEMO



☐ Resolution ☐ Ordinance ☐ Contract ☐ Discussion ☐ Information Only

To: Valdese Town Council

From: Alison Adams, WPCOG Planning Director

Subject: Rezoning 02-2025

Meeting: July 28, 2025

Presenter: Alison Adams

### ITEM OF INTEREST:

Upon annexation of the property, 0 Montanya View Circle, PIN 2742370517 Mr. Rostan is requesting the property to be rezoned from Burke County Zoning R-1 to Town of Valdese R-12.

### BACKGROUND INFORMATION:

To accompany the annexation as set process, Mr. Rostan has requested the town to allow the modification of the zoning on the property 0 Montanya View Circle from Burke County B-1 to Town of Valdese R-12. The request was heard by the Planning Board at the June 16, 2025 meeting and received a favorable recommendation (4-0). The request is consistent with the future land use plan and the zoning is identical to the neighboring property. All legal notice requirements have been met, letters to adjoining property owners, posting of the property, and newspaper advertising two consecutive times.

### BUDGET IMPACT:

Unknown

### RECOMMENDATION / OPTIONS:

Staff recommends Town Council Set the public hearing date for August 4, 2025 for the rezoning of parcel number 2742370517, 0 Montanya View Cir. from Burke County R-1 to Town of Valdese R-12.

### LIST OF ATTACHMENTS:

Legal ad

# Town of Valdese

## AGENDA MEMO



☒ Resolution ☐ Ordinance ☐ Contract ☐ Discussion ☐ Information Only

To: Valdese Town Council

From: Alison Adams, WPCOG Planning Director

Subject: Call for a Public Hearing to Modify Unified Development Ordinance

Meeting: August 4, 2025

Presenter: Alison Adams

### ITEM OF INTEREST:

Call for a public hearing to modify the Unified Development Ordinance Section 1.2 Applicability.

### BACKGROUND INFORMATION:

The Town of Valdese adopted the new UDO with the stipulation that applicants could choose to use the old zoning ordinance or the new UDO with the hopes that the General Assembly would modify the down zoning provision making the July 1, 2025, date listed in the text legal. Due to the delay in changing to the down-zoning statute the date needs to be extended for six months, January 1, 2026, in hopes this will be addressed in the fall on the state level.

### BUDGET IMPACT:

N/A

### RECOMMENDATION / OPTIONS:

Staff recommends Council to set the public hearing date for the September 2, 2025 Council Meeting.

### LIST OF ATTACHMENTS:

N/A

# Town of Valdese

## AGENDA MEMO



☒ Resolution ☐ Ordinance ☒ Contract ☐ Discussion ☐ Information Only

To: Valdese Town Council

From: Bo Weichel, Assistant Town Manager

Subject: Valdese Bluffs Bid Negotiations & Recommendation of Award

Meeting: August 4, 2025

Presenter: Bo Weichel/RJ Mozeley

### ITEM OF INTEREST:

Competitive bids for construction of the sewer system extension are in hand. The lowest responsive and responsible bid is in excess of the State Appropriation Funds awarded to the Town. Memorandum of Negotiation has been prepared to reduce the project scope and expenses.

### BACKGROUND INFORMATION:

The Town was awarded \$801,983 in reimbursement based grant funds from the NC Legislature to support the extension of water and sewer services to a parcel adjacent to Draughn High School which is planned for future single family residential development. Based on the lowest responsive and responsible bid, however, that appropriated funding is insufficient to cover the project costs. McGill Associates and Staff have met with the successful bidder to reduce the scope of work and associated project costs to bring the full project within budget of the appropriated funds. The new project budget includes construction contract value at \$634,723, contingency of \$7,000 and will require \$38,500 to cover Construction Administration costs. Please refer to the enclosed Recommendation of Tentative Award, Certified Bid Tabulation and Memorandum of Negotiation. To move forward with the project Council will need to adopt the Resolution of Tentative Award (also enclosed).

Any future expenses to complete the sewer system work is anticipated to be borne by the Developer or County if an incentive agreement for vertical construction is able to be completed.

### BUDGET IMPACT:

Expend remaining ARPA earmark funds previously committed to the project's budget ordinance document.

### RECOMMENDATION / OPTIONS:

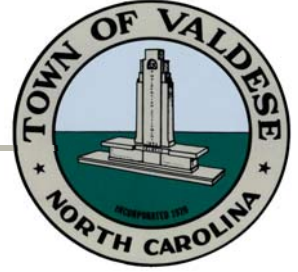
Approve the recommended award in the negotiated by passing the Resolution of Tentative Award.

### LIST OF ATTACHMENTS:

Recommendation of Award Letter, Certified Bid Tabulation, Memorandum of Negotiation, Itemized Scope Reduction Document, Resolution of Tentative Award

# Town of Valdese

## AGENDA MEMO



☐ Resolution
 ☐ Ordinance
 ☒ Contract
 ☐ Discussion
 ☐ Information Only

To: Valdese Town Council

From: Wm. Todd Herms, Town Manager

Subject: DR Reynolds Contract for Phase One

Meeting: August 4th 2025

Presenter: Wm. Todd Herms

### ITEM OF INTEREST:

This is the first step for DR Reynolds to begin the research and planning for the fire and police facilities.

### BACKGROUND INFORMATION:

The Council approved DR Reynolds as the contractor for this project. This contract represents an essential step forward, allowing the Town of Valdese to begin the critical process of research, planning, and evaluation for its fire and police facilities. With this approval in place, DR Reynolds will initiate their work by conducting a thorough review of different properties and buildings currently owned by the Town. The purpose of this review is to assess which site or sites may best accommodate the needs of the project while remaining within the town's existing budget limitations.

Following this evaluation phase, DR Reynolds will return to present their findings and recommendations to the Council. These recommendations will include an analysis of whether it is most feasible to construct a new facility, renovate an existing building, or pursue a combination of both approaches. Once the Council has reviewed and agreed upon a path forward, DR Reynolds will proceed into the design phase of the project. This phase will include detailed planning and development of the selected option, ensuring that the proposed solutions align with both the functional requirements of our public safety departments and the financial constraints of the Town of Valdese.

### BUDGET IMPACT:

We have funds set aside for this portion of the project, so no impact on the Town's operating budget.

### RECOMMENDATION / OPTIONS:

I recommend approving this contract so the project can move forward.

### LIST OF ATTACHMENTS:

The Contract between Town of Valdese and DR Reynolds.