

**Agenda  
Board of Aldermen  
Town of Gibsonville**

**January 6, 2020  
Regular Meeting**

**Town Hall  
7:00 pm**

1. Invocation Alderwoman Maizland
2. Public Comments
3. Approval of Agenda
4. Approval of Minutes
5. Update on 500 Church St. Property (old Gibsonville School)
6. Appointments to ABC Board
7. Appointments to Planning Board
8. FY 2020 Budget Ordinance Amendment #4
9. Reports
  - a. Town Manager
  - b. Mayor
  - c. Board Members

## **Addendum**

- 5. Update on 500 Church St. Property (old Gibsonville School)** – Alex and Lily Sharak, owners of 500 Church St., will be at the meeting to give the Board an update on the old school project and answer any questions from the Board.
- 6. Appointments to ABC Board** – The ABC Board is recommending Sandi Moulton be reappointed to another three year term and appoint Eddie Rook to a three year term. Paul Koontz will be leaving the ABC Board in January.  
Attachment: Letter from Sandi Moulton
- 7. Appointments to Planning Board** – The Planning Board is recommending Planning Board Member Patty Collins be moved from an Alternate member to a regular Planning Board member. The Planning Board is recommending the following be Alternate Planning Board members: Stephen Ellis of 303 Ambler Rd., Gibsonville and Lauren Forbis of 1207 W. Minneola St., Gibsonville; their applications are attached for the Board's review.  
Attachments: Applications
- 8. FY 2020 Budget Ordinance Amendment #4** – The FY 2020 Budget Ordinance Amendment #4 will account for a Governor's Crime Commission Grant to install a surveillance camera system, quarterly contributions from the Gibsonville ABC Board to the Police Department, State Aid Grant to the Gibsonville Public Library, and a donation to the Gibsonville Public Library.  
Attachments: Memo & FY 2020 Budget Ordinance Amendment #4

Item 6

301 Travis Lane  
Gibsonville NC 27249  
December 18, 2019

- Mayor Leonard Williams
- Mayor Pro Tem Mark Shepherd
- Yvonne Maizland
- Shannon O'Toole
- Clarence Owen
- Ken Pleasants

Ladies and Gentlemen,

RE: Appointment to the Gibsonville ABC Board of Directors

It has been my privilege to serve as a member of the Gibsonville ABC board of directors for two consecutive terms. The store's overall revenues increased during this time. Also, the store was completely renovated, due to the support of the Gibsonville Board of Aldermen for this project..

My current term of office will expire December 31, 2019, and I am eligible to be re-appointed for another three-year term. My goal is to provide continuity as the staff adapts to larger public and warehousing spaces; new equipment and systems; and a new manager.

Therefore, I respectfully request to be re-appointed for another term so that I can continue my service to the community.

Sincerely,

*Sandra "Sandi" Moulton*

Sandra D. Moulton



Item 7

### TOWN OF GIBSONVILLE Board and Commission Application

The Gibsonville Board of Aldermen has adopted this application for use by individuals interested in appointment to the Town's advisory boards and commissions. To ensure your application will receive full consideration, please answer all questions completely. Return this application either in person, by mail or by fax to the Town of Gibsonville, 129 W. Main Street, Gibsonville, NC 27249. FAX 449-4196

\*\*\*PLEASE PRINT OR TYPE\*\*\*

#### PERSONAL INFORMATION

Name Stephen Ellis Date 10/2/19  
Address 303 Ambler Rd City/State Gibsonville NC Zip 27249  
Do you live inside the Town limits of Gibsonville? YES  NO   
Telephone: Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

PLACE OF EMPLOYMENT Retired Address \_\_\_\_\_

Description of job duties: \_\_\_\_\_

#### EDUCATIONAL BACKGROUND

Please list including names of all schools attended.  
B.S. Aerospace Engineering, University of Oklahoma 1976  
MBA University of Phoenix 2009

#### BOARD PREFERENCE

Are you currently serving on a board or commission of the Town of Gibsonville? Yes  No   
If so, what Board or Commission? \_\_\_\_\_

Please list the name(s) of the board(s) to which you are applying or seeking reappointment to:  
PLANNING & ZONING

Why do you wish to serve the Town in this capacity? If additional space is needed please attach a separate sheet.

I have over 25 years in planning & zoning / zoning board of  
Adjustments in Granbury, TX, I would like to apply that  
experience in serving the people of Gibsonville.

Signature Stephen Ellis



**TOWN OF GIBSONVILLE**  
**Board and Commission Application**

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\*\*\*PLEASE PRINT OR TYPE\*\*\*

**PERSONAL INFORMATION**

Name Lauren Forbis Date 12/19/19  
Address 1207 W Minneola St. City/State Gibsonville, NC Zip 27249  
Do you live inside the Town limits of Gibsonville? YES  NO   
Telephone: Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

PLACE OF EMPLOYMENT United Way of Greater Greensboro Address 1600 Yanceyville St. Greensboro NC 27405  
Description of job duties: Marketing, fundraising

EDUCATIONAL BACKGROUND Please list including names of all schools attended.  
Flon University Bachelors, Human Services 2015  
UNCG Masters, Public Affairs, Dec. 2014

BOARD PREFERENCE  
Are you currently serving on a board or commission of the Town of Gibsonville? Yes \_\_\_\_\_ No   
If so, what Board or Commission? \_\_\_\_\_

Please list the name(s) of the board(s) to which you are applying or seeking reappointment to:

Planning Board

Why do you wish to serve the Town in this capacity? If additional space is needed please attach a separate sheet.

Please see attached.

Signature Lauren Forbis

Thank you for your interest in appointment to the Town of Gibsonville's Advisory Boards and Commissions. Questions? 449-4144

*Lauren E. Forbis*

| 1207 W. Minneola Street, Gibsonville

December 19, 2019

Mr. Parker,

I am seeking to join the Planning Board for the Town of Gibsonville. I have lived in the Triad since 2011 and have been a homeowner in Gibsonville for the past two years. I believe my education and experience make me an excellent fit and I am eager for the opportunity to serve my community in a more active way by joining the Planning Board.

I graduated from Elon University in 2015 with a Bachelor of Arts in Human Service Studies. I just graduated earlier this month from the University of North Carolina Greensboro's Masters in Public Affairs program. For the last seven years I have interned and worked in the public sector in a variety of settings from clinical social work to macro-level community change.

My education experience and work experience in the public sector have taught me so much about city planning, economic development, community involvement, data analysis, public policy, marketing and communications, volunteer management, and so much more. I hope to bring these skills and my academic foundation to the Planning Board.

I look forward to attending Town of Gibsonville Board of Aldermen meetings and more city functions now that my time in my graduate program has concluded.

I welcome the opportunity to speak to anyone about my interest.

Respectfully,

*Lauren E. Forbis*

# Memo

**To:** Mayor Williams and Members of the Board of Aldermen  
**From:** <sup>RBB</sup> Ben Baxley, Town Manager  
**Date:** 12/27/2019  
**Re:** FY 2020 Budget Ordinance Amendment #4

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The attached FY 2020 Budget Ordinance Amendment #4 is needed to account for a Governor's Crime Commission Grant to install a surveillance camera system, quarterly contributions from the Gibsonville ABC Board to the Police Department, State Aid Grant to the Gibsonville Public Library (two-months allocation of a grant), and a donation to the Gibsonville Public Library. Below is a list of the amendments with explanations.

General Fund Revenues

- Increase of \$1,120 in Miscellaneous line item to account for quarterly contributions by the Gibsonville ABC Board to the Police Department for community policing activities and a donation to the Gibsonville Public Library
- Increase of \$852 in Library State Aid Grant line item to account for said funding
- Increase of \$24,490 in Governor's Crime Commission Grant line item to install a surveillance camera system

General Fund Expenditures

- Increase of \$25,550 in Police line item for a Governor's Crime Commission Grant in the amount of \$24,490 to install a surveillance camera system and quarterly contributions in the amount of \$1,060 from the Gibsonville ABC Board for community policing activities
- Increase of \$912 in Library line to account for two months of a State Aid Grant and a donation

The amendments increase the General Fund budget by \$26,462.

**TOWN OF GIBSONVILLE, NORTH CAROLINA  
FY 2020 BUDGET ORDINANCE AMENDMENT #4**

BE IT ORDAINED by the Board of Aldermen of the Town of Gibsonville, North Carolina, a meeting was held this the 6th day of January, 2020 that the following fund revenues and departmental expenditures together with certain restrictions and authorizations be amended.

**SECTION I. GENERAL FUND**

Anticipated Revenues	FY 2020	Amendment	FY 2020
	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
Taxes, Current Year	2,956,000	-	2,956,000
Taxes, Prior Years	25,150	-	25,150
Motor Vehicle Tax	372,000	-	372,000
Penalties & Interest	12,000	-	12,000
Cemetery	10,000	-	10,000
Recreation	82,000	-	82,000
Sanitation Service Charge	306,000	-	306,000
Interest on Investments	8,000	-	8,000
Fire District Tax (Guilford)	14,400	-	14,400
Library	2,000	-	2,000
Transfer Perpetual Care	2,700	-	2,700
Sale of Fixed Assets	10,000	-	10,000
Guilford County Funds	55,500	-	55,500
Code Enforcement/Planning	8,000	-	8,000
Brush/White Goods Pickup Fees	2,000	-	2,000
Miscellaneous	31,702	1,120	32,822
GHA	2,340	-	2,340
Stormwater Fee	32,000	-	32,000
Solid Waste Disposal Tax	4,600	-	4,600
Intangible: Sales Tax (Alamance Co.)	921,000	-	921,000
Intangible: Sales Tax (Guilford Co.)	488,500	-	488,500
Utility Franchise	400,000	-	400,000
Beer & Wine	30,000	-	30,000
Library State Aid Grant	1,632	852	2,484
Governor's Crime Commission Grant	-	24,490	24,490
Federal Drug Funds	34,500	-	34,500
Powell Bill Funds	192,000	-	192,000
Appropriated General Fund Balance	929,989	-	929,989
Appropriated Recreation Capital Reserve	30,033	-	30,033
<b>Total Anticipated Revenues</b>	<b>6,964,046</b>	<b>26,462</b>	<b>6,990,508</b>

**Authorized Expenditures**

	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
Governing Board	68,346	-	68,346
Administration	1,138,474	-	1,138,474
Police	2,147,225	25,550	2,172,775
Fire	1,070,619	-	1,070,619
Public Works	1,491,214	-	1,491,214
Powell Bill	102,500	-	102,500
Recreation	714,265	-	714,265
Library	173,903	912	174,815
Cemetery	17,500	-	17,500
Contingency	40,000	-	40,000
<b>Total Authorized Expenditures</b>	<b>6,964,046</b>	<b>26,462</b>	<b>6,990,508</b>
	0		0

**SECTION II. WATER & SEWER**

	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
<b>Anticipated W&amp;S Revenues</b>			
<b><u>Water Revenues</u></b>			
Water Service Fees	815,000	-	815,000
Tapping Fees	1,000	-	1,000
Meter Setting	13,000	-	13,000
Reconnection Fees	45,000	-	45,000
Realize Deferred Revenue	57,045	-	57,045
Miscellaneous Revenues	11,000	-	11,000
Internet Convenience Fees	12,000	-	12,000
Retained Earnings Appropriation	15,000	-	15,000
<b>Total Anticipated Water Revenues</b>	<b>969,045</b>	<b>-</b>	<b>969,045</b>
<b><u>Sewer Revenues</u></b>			
Sewer Service Fees	2,200,000	-	2,200,000
Tapping Fees	1,000	-	1,000
Meter Setting	13,000	-	13,000
Reconnection Fees	45,000	-	45,000
Realize Deferred Revenue	57,045	-	57,045
Miscellaneous Revenues	11,000	-	11,000
Internet Convenience Fees	12,000	-	12,000
Retained Earnings Appropriation	15,000	-	15,000
<b>Total Anticipated Sewer Revenues</b>	<b>2,354,045</b>	<b>-</b>	<b>2,354,045</b>
<b>Total Anticipated W&amp;S Revenues</b>	<b>3,323,090</b>	<b>-</b>	<b>3,323,090</b>
<b>Authorized W&amp;S Expenditures</b>			
Water Expenditure	969,045	-	969,045
Sewer Expenditures	2,354,045	-	2,354,045
<b>Total Authorized Expenditures</b>	<b>3,323,090</b>	<b>-</b>	<b>3,323,090</b>

**SECTION III. PERPETUAL CARE FUND**

<i>Anticipated Revenues</i>	2,700	-	2,700
<i>Authorized Expenditures</i>	2,700	-	2,700

**SECTION IV. TAX RATE ESTABLISHED**

An ad valorem tax rate of \$0.53 per \$100 at full valuation is hereby established as the official tax rate for the Town of Gibsonville for the fiscal year 2020. This rate is based on a total valuation of property of \$636,652,700 and an estimated collection rate of 98.61%.

**SECTION V.**

Charges for services and fees by Town Departments are levied in the amounts set forth in the Fee Schedule (See Attachment A).

**SECTION VI. SPECIAL AUTHORIZATION - BUDGET OFFICER**

- A. Budget Officer shall be authorized to reallocate departmental appropriations among various object of expenditures as he believes necessary.
- B. The Budget Officer shall be authorized to effect interdepartmental transfers, in the same fund, not to exceed 10% of the appropriated monies for the department whose allocations is reduced. Notation of all such transfers shall be made to the Board on the next succeeding Financial Report.
- C. He may make interfund loans for a period of not more than 60 days.
- D. Interfund transfers, established in the budget document may be accomplished without recourse to the Board.

**SECTION VII. RESTRICTION - BUDGET OFFICER**

- A. Interfund transfer of monies, except as noted in Section VI. Shall be accomplished by the Board authorization only.
- B. The utilization of any contingency appropriations shall be accomplished only with Board authorization.

**SECTION VIII. UTILIZATION OF BUDGET ORDINANCE**

This Ordinance Amendment and the Budget Document shall be the basis of the financial plan for the Gibsonville Municipal Government during the 2020 fiscal year. The Budget Officer shall administer the budget and shall insure that operating officials are provided guidance and sufficient details to implement their appropriate portion of the budget. The accounting section shall establish records which are consonance with the Budget and this Ordinance and the appropriate statute of the State of North Carolina.

Amended this the 6th day of January, 2020.

Attest:

\_\_\_\_\_  
Mayor of Gibsonville, NC

\_\_\_\_\_  
Town Clerk of Gibsonville, NC