

MINUTES – JUNE 6, 2016

The Board of Aldermen of the Town of Gibsonville met at 7:00 pm for a regular meeting in the Town Hall. The meeting was called to order by Mayor Williams. Alderpersons Shepherd, Revels, Owen, Pleasants, and Dean were present. Ben Baxley, Town Manager, and Laurie Yarbrough, Town Clerk, were present. Town Attorney Doug Hoy, Public Works Director Rob Elliott, Police Chief Ron Parrish, Recreation Director Mike Dupree, Planning Director Brandon Parker, Finance Officer Chad Coble, Jeff Johnson with AWCK, Planning Board Chairman Steve Harrison, Fire Chief Tony Roof, Ed Delappy with Partnership Property Management, and several citizens.

Invocation – Alderman Shepherd

Alderman Shepherd introduced Rev. Baker with the Gibsonville Christian Church for the Invocation.

Rev. Baker with the Gibsonville Christian Church gave the Invocation.

Mayor Williams stated this was an historic day for the Town of Gibsonville with LINK Transit bus system beginning today. He invited the citizens to ride.

Public Comments

No public comments.

Approval of Agenda

Alderman Shepherd, seconded by Alderman Owen, made a motion to approve the agenda. The motion passed unanimously.

Approval of Minutes

Alderwoman Revels, seconded by Alderman Shepherd, made a motion to approve the minutes of May 2, 2016 and May 16, 2016. The motion passed unanimously.

Update from Partnership Property Management (Azalea Circle Apartments)

Ben Baxley, Town Manager, stated Ed Delappy with Partnership Property Management was present to introduce the new Regional Property Manager, and give an update on the Azalea Circle Apartments.

Ed Delappy with Partnership Property Management introduced Donna Wall as the new Regional Property Manager for Azalea circle Apartments. He stated she had over fifteen years of experience with property management. He stated this had been a good year and several projects were completed; such as three units windows were replaced, kit cabinets replaced, etc... He stated they had no vacancies.

Alderwoman Revels asked what were the Property Manager's hours.

Donna Wall stated Monday to Thursday 9:00 am to 1:00 pm.

FY 2016-2017 Budget Ordinance – Public Hearing

Mayor Williams stated this was a Public Hearing to consider approval of the FY 2016-2017 Budget.

Ben Baxley, Town Manager, stated he had presented the recommended FY 2016-2017 Budget at the May 2, 2016 meeting. He stated the recommended total municipal budget was \$8,310,818. He stated the presented budget was 31.9% decrease from the FY 15-16 amended budget. He stated the FY 15-16 amended budget included two capital project funds (Community Center Capital Project Fund: \$1,951,000 and Sewer Capital Project Fund: \$409,500), 7.3% increase from FY 15-16 amended operating budget (removes capital outlay, debt service, contingency and transfers). He

stated the recommended General Fund budget was \$5,294,118; which included a 21.1% decrease from FY 15-16 amended budget. He stated there was no tax increase recommended— maintain current tax rate at \$0.51. He stated the General Fund Revenues included the Projected Property tax revenue: \$2,415,000, Projected Sales Tax revenue: \$1,153,578, Projected Utility Franchise Taxes: \$422,000, Projected Motor Vehicle Taxes: \$325,000, Projected Sanitation Fees: \$223,000, Projected Powell Bill Allocation: \$187,000, General Fund balance appropriation of \$277,000 to purchase capital items, complete capital projects, and participate in Link Transit, and \$55,500 from Guilford County for the Gibsonville Public Library. He stated the Recommended Water & Sewer Fund budget was \$3,014,000; which included Water and Sewer Revenues of Sewer Service Fees: \$2,001,745, Water Service Fees: \$800,255; Water and Sewer Development Fees: \$80,000; and Reconnection Fees: \$80,000. He explained the Water & Sewer Fund Rate and Fee Increases/New Fees for the Water & Sewer Fund were due to USDA Loan Requirements: budget water revenues and expenditures separately from sewer revenues and expenditures (revenues and expenditures must be balanced for budget). Water Rates needed to comply with USDA Loan requirements: 20% decrease in water rates and Sewer Rates needed to comply with USDA Loan requirements: 21.7% increase in sewer rates needed to build up low reserves resulting from paying for excessive inflow & infiltration (I&I) (water entering the Town's sewer system), fund several capital projects

and cover increased sewer expenses including the addition of one public works technician position. This included a 6.1% increase in water bills (same impact as 3% increase in water rates and 8% increase in sewer rates discussed on May 16, 2016) City of Burlington: 3% increase in water and sewer rates.

Alderman Pleasants asked the Town Manager to explain how the Capital Projects would save the Town money.

Mr. Baxley stated the sewer rehab project would help with the I&I which was costing the Town money. He stated there would be a new water and sewer fee for Third Party Meter Test Charge of \$50.00. He stated the following General Fund Expenditures were included: \$102,000 to purchase one replacement Ford Police Interceptor Utility SUV and one additional Ford Police Interceptor Utility SUV for the police department; \$50,000 General Fund contingency allocation; \$45,000 for sidewalk improvements (Powell Bill Funds) ; \$43,000 to purchase one compact tractor for the street department; \$40,000 for street patching and sealing (Powell Bill Funds); \$35,000 to participate in Link Transit; \$25,000 to construct a salt storage shelter for the public works department ; \$23,000 to purchase a two-way radio communications system for the public works department; \$20,000 to replace floor tiles in the day room, radio room, kitchen, and training room at the fire station; \$13,000 to replace the roof and carpet at the Gibsonville Public Library ; \$11,000 to purchase a replacement John Deere 1200A Field Groomer for the parks and recreation department ; and \$5,400 to lease one vehicle for an investigator (replaces existing vehicle) . He stated Water and Sewer Expenditures included the following: \$105,000 in contingency to build up unrestricted cash (reserves); as of June 30, 2015, Town had \$258,729 of unrestricted cash or 9.91% of operating expenditures; Town's Fund Balance Policy: Unrestricted cash "target" in Water & Sewer Fund is 25% of operating expenditures by June 30, 2018; \$63,000 to fund several capital projects (\$40,000 to renovate Scott Drive lift station, \$20,000 to replace two 10" check valves at the Travis Creek pump station, and \$3,000 to replace the alarm system at Sullivan Court lift station). He stated Personnel included the following: \$161,000 for three additional positions to include one police officer position (\$59,000/salary and benefits) and one firefighter position (\$55,000/salary and benefits) in the General Fund and one public works technician position (\$47,000/salary and benefits) in the Water & Sewer Fund; \$126,000 for a 4% across-the-board salary adjustment; no across-the-board was included in FY 15-16 Budget; \$18,000 for a 5% increase in health insurance ; \$8,300 increase in contributions to the Local Government Employee Retirement System (LGERS); approved by LGERS Board; and No performance pay. He stated the following Debt Service (Annual Payments): Fire Truck: \$74,913; Public Works Building: \$28,549 (50% Public Works Administration/50% Water & Sewer); Water Connection: \$3,065; Garbage Truck: \$59,006; Community Center: \$59,996 (payment begins FY 18-19); and Sewer Rehabilitation Project: \$96,232 (payment begins FY 18-19). He presented the CIP that was included with budget. He stated the CIP was a tool to forecast major capital needs over a five-year period.

Alderman Shepherd, seconded by Alderman Pleasants, made a motion to open the Public Hearing. The motion passed unanimously.

Mayor Williams asked for public comments.

John Jernigan, Apple St. resident, asked were there plans to replace any sidewalks on the Alamance County side.

Rob Elliott, Public Works Director, stated they had started with the downtown area repairing sidewalks and were spreading out; it did include Alamance County. He stated there was \$45,000 budgeted for sidewalk repair.

Mr. Jernigan asked about Apple St. and Burlington Ave.

Mr. Elliott stated those streets were on the list.

Alderman Shepherd, seconded by Alderman Owen, made a motion to close the Public Hearing. The motion passed unanimously.

Alderman Dean stated he thought \$51,000 for a police vehicle seemed high.

Ron Parrish, Police Chief, stated police vehicles are bought on the State contract; which save the Town money. He stated the cost of a police vehicle was \$31,000; this did not include the lights, petition, cameras, etc... He stated everything was high and asked could you put a price on public safety.

Alderman Dean stated he had been on the Board for four years and this seemed high.

Mayor Williams asked what was the policy on switching the vehicles out.

Mr. Parrish stated 100,000 miles; when get 75,000 seems like when problem begin and costs. He stated when he started the job he heard citizens did not see police vehicles in the community; now they do.

Alderman Pleasants asked what was the mileage per year.

Mr. Parrish stated 40,000 to 50,000 miles.

Alderman Pleasants stated police, fire, and garbage vehicles will always be in the budget.

Mr. Parrish stated it seemed to be two vehicles a year.

Mr. Baxley stated when an officer was added it added another police vehicle. He stated there was an additional officer and vehicle in the police budget.

Alderman Dean stated a concern with the 4% increase for employees. He stated he was not really looking at the fire, police, and public works. He stated he had a concern with administration; some employees got a 18% to 24% pay increase.

Mr. Baxley stated there was a pay study done last year and everyone got evaluated. He stated the town was 11% behind the market for salaries. He stated they were playing catch up and recommended the town stay competitive.

Mayor Williams recommended approval of the recommended FY 2016-2017 Budget Ordinance.

Alderman Shepherd stated he appreciated the Town Manager presenting a balanced budget.

Alderman Shepherd, seconded by Alderman Owen, made a to approve the FY 2016-2017 Budget Ordinance as presented. The motion passed by a 4 to 1 vote.

Mayor Williams thanked the Finance Officer and staff for their work with the budget.

**TOWN OF GIBSONVILLE, NORTH CAROLINA
2016-2017 BUDGET ORDINANCE**

BE IT ORDAINED by the Board of Aldermen of the Town of Gibsonville, North Carolina, a meeting was held this the 6th day of June, 2016 that the following fund revenues and departmental expenditures together with certain restrictions and authorizations.

SECTION I. GENERAL FUND:

<u>Anticipated Revenue</u>	<u>FY 2016-2017</u>
Taxes, Current Year	2,415,000
Taxes, Prior Years	26,700
Motor Vehicle Tax	325,000
Penalties & Interest	15,000
Cemetery	13,000
Recreation	66,000
Sanitation Service Charge	223,000
Interest on Investments	7,500
Fire District Tax(Guilford)	12,000
Library	500
Transfer Perpetual Care	2,700
Sale of Fixed Assets	5,000
Guilford County Funds	55,500
Code Enforcement/Planning	8,000
Brush/White Goods Pickup Fees	1,500
Miscellaneous	12,000

GHA	2,340
Stormwater Fee	28,000
Solid Waste Disposal Tax	4,300
Intangible: Sales Tax(Alamance Co.)	735,652
Intangible: Sales Tax(Guilford Co.)	417,926
Utility Franchise	422,000
Beer & Wine	31,500
Powell Bill Funds	187,000
Appro'd. General Fund Balance	<u>277,000</u>
Total Anticipated Revenues	<u>5,294,118</u>

<u>Authorized Expenditures</u>	<u>FY 2016-2017</u>
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Governing Board	67,016
Administration	1,050,605
Police	1,511,847
Fire	736,840
Public Works Administration	243,523
Streets	500,680
Powell Bill	170,100
Sanitation	306,343
Recreation	502,160
Library	137,504
Cemetery	17,500
Contingency	<u>50,000</u>
Total Authorized Expenditures	<u>5,294,118</u>

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SECTION II. WATER & SEWER:

<u>Anticipated W&S Revenues</u>	<u>FY 2016-2017</u>
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Water Revenues

Water Service Fees	800,255
Tapping Fees	450
Meter Setting	10,000
Reconnection Fees	40,000
Miscellaneous Revenues	9,900
Development Fees	

	36,000
Internet Convenience Fees	4,050
Total Anticipated Water Revenues	900,655

Sewer Revenues

Sewer Service Fees	2,001,745
Tapping Fees	550
Meter Setting	10,000
Reconnection Fees	40,000
Miscellaneous Revenues	12,100
Development Fees	44,000
Internet Convenience Fees	4,950
Total Anticipated Sewer Revenues	2,113,345

Total W&S Anticipated Revenues	3,014,000
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Authorized W&S Expenditures

Water Expenditures	900,655
Sewer Expenditures	2,113,345
Total Authorized Expenditures	3,014,000

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SECTION III. PERPETUAL CARE FUND

FY 2016-2017

Anticipated Revenues	2,700
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Authorized Expenditures	2,700
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SECTION IV. TAX RATE ESTABLISHED

An ad valorem tax rate of \$0.51 per \$100 at full valuation is hereby established as the official tax rate for the Town of Gibsonville for the fiscal year 2016-2017. This rate is based on a total valuation of property of \$550,324,654 and an estimated collection rate of 98.58%.

SECTION V. FEE SCHEDULE

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 and the Budget Document shall be the basis of the financial plan for the Gibsonville Municipal Government during the 2016-2017 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.

Adopted this the 6th day of June, 2016.

Attest:

Mayor of Gibsonville, NC

Town Clerk of Gibsonville, NC

Resolution Approving FY 2016-2017 through FY 2020-2021 Capital Improvement Plan

Ben Baxley, Town Manager, presented the FY 2016-2017 through FY 2020-2021 Capital Improvement Plan. He stated this was a tool to forecast and match estimated revenues and major capital needs over a five year period.

Alderman Owen, seconded by Alderman Shepherd, made a motion to approve the Resolution Approving FY 2016-2017 through FY 2020-2021 Capital Improvement Plan. The motion passed unanimously.

A RESOLUTION TO CONSIDER AND ADOPT THE RECOMMENDED CAPITAL IMPROVEMENT PLAN – FISCAL YEAR 2016-2017 THROUGH FISCAL YEAR 2020-2021

WHEREAS, the Town of Gibsonville recognizes that a Capital Improvement Plan enables staff and the Board to plan for a vibrant community; and

WHEREAS, the Capital Improvement Plan is a five-year planning tool designed to help the Town plan for the repair, replacement, and acquisition of capital items; to assist in financial planning; to ensure better coordination and evaluation of projects; to provide necessary lead time for project planning, permitting, design; and to maintain or improve the Town's credit rating and fiscal health; and

WHEREAS, this plan is updated annually for Board of Aldermen review; and

WHEREAS, adjustments for anticipated projects can also be made each year during the annual revision of the Town's budget; and

WHEREAS, this flexibility in the planning and implementation of capital needs makes Gibsonville's Capital Improvement Plan responsive to the changing needs of the community.

NOW, THEREFORE, BE IT RESOLVED that the Town of Gibsonville Board of Aldermen has received the *Recommended Capital Improvement Plan – Fiscal Year 2016-2017 through Fiscal Year 2020-2021* and adopts this capital plan. This the 6th day of June, 2016.

Mayor

Attest:

Town Clerk

Approval of Loan Resolution for Additional Funding through USDA

Ben Baxley, Town Manager, stated as the Board was aware the Community Center bids came in a little higher than expected; \$202,000 higher. He explained the Town would have to pursue additional funding through USDA for this reason. He recommended approval of the Approval of Loan Resolution for Additional Funding through USDA.

Alderman Owen, seconded by Alderman Shepherd, made a motion to approve the Approval of Loan Resolution for Additional Funding through USDA. The motion passed unanimously.

RD-NC Form 1942-47-2

Position 5

**LOAN RESOLUTION
(Public Bodies)
(EQUIPMENT ONLY)**

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF GIBSONVILLE AUTHORIZING AND PROVIDING FOR THE INCURRENCE OF INDEBTEDNESS FOR THE PURPOSE OF PROVIDING A PORTION OF THE COST OF ACQUIRING, CONSTRUCTING, ENLARGING, IMPROVING AND/OR EXTENDING ITS COMMUNITY CENTER (HEREIN AFTER CALLED FACILITY) TO SERVE AN AREA LAWFULLY WITHIN ITS JURISDICTION TO SERVE.

WHEREAS, it is necessary for the, TOWN OF GIBSONVILLE
(Public Body)

(herein after called the Public Body) to raise a portion of the cost of such undertaking by the approval and execution of an Installment/Purchase Contract (herein after called Contract) in the principal amount of TWO HUNDRED AND TWO THOUSAND DOLLARS (\$202,000.00) pursuant to the provisions of G.S. 120A-20: and

WHEREAS, the Public Body intends to obtain assistance from Rural Housing Service, United States Department of Agriculture (herein called the Government) acting under the provisions of the Consolidated Farm and Rural Housing Service Act (7 U.S.C 1921 et seq.) in the planning, financing, and supervision of such undertaking.

NOW THEREFORE, in consideration of the premises the Public Body hereby resolves:

1. To have prepared on its behalf and to adopt an ordinance or resolution for the adoption of the Contract containing such items and in such forms as are required by State statutes and as are agreeable and acceptable to the Government.
2. To refinance the unpaid balance, in whole or in part, of the Contract upon the request of the Government if at any time it shall appear to the Government that the Public Body is able to refinance its debt obtaining a loan for such purposes from responsible cooperative or private sources at reasonable rates and terms for loans for similar purposes and periods of time as required by section 333(c) of said Consolidated Farm and Rural Housing Service Act [U.S.C. 1983(c)].
3. To provide for, execute, and comply with Form RD 400-4, Assurance Agreement," and Form RD 400-1, "Equal Opportunity Agreement," including an "Equal Opportunity Clause," which clause is to be incorporated in, or attached as a rider to, each construction contract and subcontract involving in excess of \$10,000.
4. To indemnify the Government for any payments made or losses suffered by the Government on behalf of the Public Body. Such indemnification shall be payable from the same source of funds pledged to pay the loan or any other legal permissible source.
5. That upon default in the payments of any principal and accrued interest on the loan or in the performance of any covenant or agreement contained herein or in the instruments incident to making or insuring the loan, the Government at its option may (a) declare the entire principal amount then outstanding and accrued interest immediately due and payable, (b) for the account of the Association (payable from the source of funds pledged to pay the loan or any other legally permissible source), incur and pay reasonable expenses for repair, maintenance, and operation of the equipment and such other reasonable expenses as may be necessary to cure the cause of default, and/or (c) take possession of the equipment, repair, maintain, and operate or rent it. Default under the provisions of this resolution or any instrument incident to the making or insuring of the loan may be construed by the Government to constitute default under any other instrument held by the Government and executed or assumed by the Public Body, and default under any such instrument may be construed by the Government to constitute default hereunder.
6. Not to sell, transfer, lease, or otherwise encumber the equipment or any portion thereof, or interest therein, or permit other to do so, without the prior written consent of the Government.
7. Not to defease the Contract, or to borrow money, enter into any contract or agreement, or otherwise incur any liabilities for any purpose in connection with the equipment (exclusive of normal maintenance) without the prior written consent of the Government if such undertaking would involve the source of funds pledged to pay the indebtedness.

8. To comply with all applicable State and Federal laws and regulations and to continually operate and maintain the equipment in good condition.

9. To provide for the receipt of adequate revenues to meet the requirements of debt service, operation and maintenance, and the establishment of adequate reserves. Revenue accumulated over and above that needed to pay operating and maintenance, debt service and reserves may only be retained or used to make prepayments on the loan. Revenue cannot be used to pay any expenses which are not directly incurred for the equipment financed by Rural Housing Service.

10. To acquire and maintain such insurance and fidelity bond coverage as may be required by the Government.

11. To establish and maintain such books and records relating to the operation of the equipment and its financial affairs and to provide for required audit thereof as required by the Government, to provide the Government a copy of each such audit without its request, and to forward to the Government such additional information and reports as it may from time to time require.

12. To provide the Government at all reasonable times, access to all books and records relating to the equipment and access to the equipment so that the Government may ascertain that the Public Body is complying with the provisions hereof and of the instruments incident to the making or insuring of the loan.

13. That if the Government requires that a reserve account be established and maintained, disbursements from that account may be used when necessary for payments due if sufficient funds are not otherwise available. With the prior written approval of the Government, funds may be withdrawn for:

- (a) Paying the cost of repairing or replacing any damage to the equipment caused by catastrophe.
- (b) Repairing or replacing short-lived assets.
- (c) Making extensions or improvements to the equipment.

Any time funds are disbursed from the reserve account, additional deposits will be required until the reserve account has reached the required funded level.

14. To provide adequate service to all persons within the service area who can feasibly and legally be served and to obtain the Government's concurrence prior to refusing new or adequate services to such persons. Upon failure to provide services which are feasible and legal, such person shall have a direct right of action against the Association or Public Body.

15. To accept a grant in an amount not to exceed \$ _____ under the terms offered by the Government that the _____ and _____ of the Public Body are hereby authorized and empowered to take all action necessary or appropriate in the execution of all written instruments as may be required in regard to or as evidence of such grant, and to operate the facility under the terms offered in said grant agreements.

The provisions hereof and the provisions of all instruments incident to the making or the insuring of the loan, unless otherwise specifically provided by the terms of such instruments, shall be binding upon the Public Body for the life of the loan. The provisions of sections 6 through 14 hereof may be provided for in more specific detail in the Contract; to the extent that the provisions contained in such Contract should be found to be inconsistent with the provisions hereof, these provisions shall be construed as controlling between the Public Body and the Government or assignee.

The vote was: Yeas _____ Nays _____ Absent _____

IN WITNESS WHEREOF, the Board of Alderman of the Town of Gibsonville has duly adopted this resolution and caused it to be executed by the officers below in duplicate on the _____ day of _____ 2016.

(SEAL) BY : _____

Attest: TITLE: _____

Title: _____

BE IT RESOLVED

That the Town of Gibsonville accepts the conditions set forth in a Letter of Conditions Amendment #1 dated June 6, 2016, and Form RD 1942-47-2, "Loan Resolution" for the Town of Gibsonville Community Center":

That the Town Council of the Town of Gibsonville approves the budget as shown on Form RD 442-7 – Operating Budget:

That the Mayor of the Town of Gibsonville be authorized to execute all forms necessary to obtain a **subsequent loan for \$202,000.00** from Rural Development for the Community Center, but not limited to the following forms:

- | | |
|-------------------|-------------------------------------|
| Form RD 1942-47-2 | Loan Resolution |
| Form RD 1942-46 | Letter of Intent to Meet Conditions |
| Form RD 1940-1 | Request for Obligation of Funds |

That if the interest rate charged by Rural Development should change between this date and the date of actual approval, the Mayor of the Town of Gibsonville be authorized to execute new forms reflecting the current interest rate and revised payments as required by Rural Development.

That the Town of Gibsonville elects to have the interest charged by Rural Development to be the lower of the rate in effect at either the time of loan approval or loan closing.

The Town of Gibsonville hereby agrees to abide by the mitigation requirements in the Letter of Conditions.

This resolution is to become a part of the official minutes of the Town of Gibsonville meeting held on June 6, 2016

MOTION MADE BY: _____ and
SECONDED BY : _____ THAT THE RESOLUTION
BE APPROVED.

MOTION PASSED _____ FOR AND _____ AGAINST.

BY: _____
(TYPE NAME AND TITLE)

Attest: _____ BY: _____
(Date) (TYPE NAME AND TITLE)

FY 2015-2016 Budget Ordinance Amendment #10

Ben Baxley, Town Manager, stated FY 2015-2016 Budget Ordinance Amendment #10 was needed due to the Community Center loan increase; this is reflected in the Capital Project Funding line item.

Alderman Pleasants, seconded by Alderwoman Revels, made a motion to approve the FY 2015-2016 Budget Ordinance Amendment #10. The motion passed unanimously.

**TOWN OF GIBSONVILLE, NORTH CAROLINA
2015-2016 BUDGET ORDINANCE AMENDMENT #10**

BE IT ORDAINED by the Board of Aldermen of the Town of Gibsonville, North Carolina, a meeting was held this the 6th day of June, 2016 that the following fund revenues and departmental expenditures together with certain restrictions and authorizations be amended.

SECTION I. GENERAL FUND

A. Revenues	FY 2015-2016	Amendment	FY 2015-2016
	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
Taxes, Current Year	2,323,432	-	2,323,432
Taxes, Prior Years	30,700	-	30,700
Motor Vehicle Tax	309,000	-	309,000
Penalties & Interest	15,000	-	15,000
<u>Local Revenues</u>			
Cemetery	13,000	-	13,000
Recreation	66,000	-	66,000
Sanitation Service Charge	210,000	-	210,000
Interest on Investments	7,500	-	7,500
Fire District Tax (Guilford)	14,000	-	14,000
Library	500	-	500
Transfer Perpetual Care	2,700	-	2,700
Sale of Fixed Assets	3,000	-	3,000
Guilford County Funds	55,500	-	55,500
Code Enforcement/Planning	8,000	-	8,000
Brush/White Goods Pickup Fees	1,500	-	1,500
Miscellaneous	12,906	-	12,906
GHA	2,340	-	2,340
Stormwater Fee	26,000	-	26,000
Solid Waste Disposal Tax	4,300	-	4,300
<u>State Shared Revenue</u>			
	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
Intangible: Sales Tax (Alamance Co.)	706,225	-	706,225
Intangible: Sales Tax (Guilford Co.)	351,575	-	351,575
Utility Franchise	310,000	-	310,000
Beer & Wine	31,000	-	31,000
Powell Bill Funds	185,000	-	185,000
Loan Proceeds	283,000	-	283,000
Appropriated Friends of the Library Funds	3,500	-	3,500

Appropriated Powell Bill Fund Balance	259,600	-	259,600
Appropriated General Fund Balance	1,542,000	-	1,542,000
Total General Fund Revenues	6,777,278	-	6,777,278

B. Expenditures Authorized by Departments

Department

Governing Board	69,686	-	69,686
Administration	1,025,372	-	1,025,372
Police	1,386,336	-	1,386,336
Fire	737,522	-	737,522
Public Works Administration	187,196	-	187,196
Streets	545,137	-	545,137
Powell Bill	444,600	-	444,600
Sanitation	584,938	-	584,938
Recreation	480,409	-	480,409
Library	119,282	-	119,282
Cemetery	20,000	-	20,000
Contingency	29,300	-	29,300
Transfer to Sewer Capital Project Fund	409,500	-	409,500
Transfer to Water & Sewer Fund	-	-	-
Transfer to Com. Center Cap. Project Fund	738,000	-	738,000
Total General Fund Expenditures	6,777,278	-	6,777,278
	-		-

SECTION II. WATER & SEWER FUND

	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
A. Revenues Anticipated			
Water Service Fees	982,252		982,252
Sewer Service Fees	1,649,036	-	1,649,036
Tapping Fees	1,000	-	1,000
Meter Setting	20,000	-	20,000
Reconnection Fees	70,000	-	70,000
Miscellaneous Revenues	19,789	-	19,789
Development Fees	40,000	-	40,000
Loan Proceeds		-	

	350,000		350,000
Transfer From General Fund	-	-	-
Total Water & Sewer Revenues	3,132,077	-	3,132,077
B. Expenditures			
W&S Expenditures	3,132,077	-	3,132,077
Total Water & Sewer Expenditures	3,132,077	-	3,132,077
	-		-

SECTION III. PERPETUAL CARE FUND

A. Revenues	2,700	-	2,700
B. Expenditures	2,700	-	2,700
	-		-

SECTION IV. SEWER CAPITAL PROJECT FUND

	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
A. Revenues Anticipated			
Transfer From General Fund	409,500	-	409,500
Total Sewer Capital Fund Revenues	409,500	-	409,500
B. Expenditures			
Sewer Capital Fund Expenditures	409,500	-	409,500
Total Sewer Capital Fund Expenditures	409,500	-	409,500
	-		-

SECTION V. COMMUNITY CENTER CAPITAL PROJECT FUND

	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
A. Revenues Anticipated			
<i>Loan Proceeds</i>	1,213,000	202,000	1,415,000
Transfer From General Fund	738,000	-	738,000
Total Com. Center Capital Fund Revenues	1,951,000	202,000	2,153,000
B. Expenditures			
<i>Com. Center Capital Project Expenditures</i>	1,951,000	202,000	2,153,000
Total Com. Cen. Capital Fund Expenditures	1,951,000	202,000	2,153,000
	-		-

SECTION VI. TAX RATE ESTABLISHED

An ad valorem tax rate of \$0.51 per \$100 at full valuation is hereby established as the official tax rate for the Town of Gibsonville for the fiscal year 2015-2016. This rate is based on a total valuation of property of \$523,714,384 and an estimated collection rate of 97.48%.

SECTION VII.

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

SECTION VIII. SPECIAL AUTHORIZATION - BUDGET OFFICER

- A. Budget Officer shall be authorized to reallocate departmental appropriations among various object of expenditure 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 IX. 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 X. 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 2015-2016 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 June, 2016.

Attest:

Mayor of Gibsonville, NC

Town Clerk of Gibsonville, NC

Amendment to Community Center Project Fund Ordinance

Ben Baxley, Town Manager, stated the Amendment to Community Center Project Fund Ordinance was needed due to the increase in the Community Center construction bid.

Alderman Shepherd, seconded by Alderman Pleasants, made a motion to approve the Amendment to Community Center Project Fund Ordinance. The motion passed unanimously.

**CAPITAL PROJECT ORDINANCE
COMMUNITY CENTER PROJECT**

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE TOWN OF GIBSONVILLE, NORTH CAROLINA, that pursuant to Section 13.2, Chapter 159 of the General Statutes of North Carolina, the following Capital Project Ordinance is hereby adopted:

- Section 1. The Project authorized is Community Center Project.
- Section 2. The officials of the Town of Gibsonville are hereby directed to proceed with this program within the terms of the project.
- Section 3. The following revenues are anticipated to be available to the Town to complete the project:

Loan Proceeds	\$	1,415,000
Transfer from General Fund Balance	\$	738,000

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

Construction	\$	1,774,000
Legal Fees	\$	12,000
Architectural/Engineering Fees	\$	133,000
Interest	\$	40,000
Equipment	\$	100,000
Project Contingency	\$	84,000
Furnishings	\$	10,000

Section 5. The Town Manger shall report on the financial status of this project as directed by the Board of Aldermen and will inform the Board of any unusual occurrences.

Section 6. Copies of this project ordinance shall be made available to the Town Manager and the Finance Officer for direction in carrying out this project.

Section 7. That this ordinance amendment shall take effect upon passage.

This the 6th day of June, 2016.

Leonard Williams, Mayor

ATTEST:

Laurie Yarbrough, Town Clerk

Approval of Community Center Construction Bid

Ben Baxley, Town Manager, stated the Town received bids for the Community Center construction on May 19, 2016; four bids were received. The low bidder was Central Builders, Inc. of Mebane at \$1,884,000.

Jeff Johnson with AWCK stated bids were received. He recommended the low bidder be awarded the bid. He stated the Community Center project should begin the first of August.

Alderman Shepherd asked when would payments begin.

Mr. Baxley stated FY 2018-2019.

Mr. Johnson stated the project would take 270 days to complete.

Alderman Shepherd, seconded by Alderman Pleasants, made a motion to award the Community Center construction bid to Central Builders, Inc. The motion passed unanimously.

Discussion of Ordinance Amendment to Chapter 115 Peddlers & Solicitors

Ben Baxley, Town Manager, stated staff was asking the Board to consider amending Chapter 115 Peddlers & Solicitors of the Code of Ordinance by repealing Section 115.02 through 115.07 and changing Section 115.8 to 115.02; this would not affect groups like boy scouts and girl scouts. He stated this was a safety concern. He stated staff had received a lot of complaints about door to door peddlers and solicitors; this would require a Public Hearing be set if the Board wishes to change this Ordinance. He stated he had asked the Town Attorney to review this.

Alderman Shepherd stated he would be interested in what other towns were doing.

Ron Parrish, Police Chief, stated he had received complaints about solicitors. He stated the police department is not authorized to do back ground checks and the solicitors come to them with copies of back ground checks and they do not know these people.

Diane Muller of Walnut Crossing stated they had a sign stating No Solicitors; should be illegal for them to go door to door.

Mayor Williams asked the Town Manager and Town Attorney to look at the Ordinance. He asked Alderman Shepherd to look at this also and come back to the Board with a proposal.

Presentation to Mayor Williams

Sharon Bigelow with Cappadocia Church presented Mayor Williams with a plaque thanking him for all he does for the church and community.

Mayor Williams thanked Mrs. Bigelow for the recognition.

Reports

a. Manager

Ben Baxley, Town Manager, stated the Board would have a public hearing on June 13, 2016 for the purpose of amending financing and construction loan proposal for Community Center and approving Resolution Authorizing the Filing of an Application for Approval of a Financing Agreement for Community Center due to the increase in the construction bid. He stated Market Days had begun and were through October.

b. Mayor

Mayor Williams stated the Link Transit bus system had begun. He urged citizens to use the bus system. He stated he looked forward to the Community Center coming; good for the community.

Alderman Revels agreed and encouraged those to ride the bus. She stated they may move stops and increase stops were needed.

Mayor Williams stated Alderman Revels was on the Link committee.

Alderman Pleasants stated they need to be aware that with the Community Center there would be construction traffic and the town may have to repave area.

Alderman Shepherd, seconded by Alderman Pleasants, made a motion to adjourn. The motion passed unanimously. The meeting adjourned at 8:02 pm.

Mayor

Attest:

Town Clerk