

Agenda

Town of Fairview



Agenda

Town Council Meeting

May 8, 2017

7:00 pm

(Meeting to be held at the Old Fairview School)

1. Call the meeting to order: ---Mayor Thomas

Invocation
Pledge of Allegiance

- a. Agenda Changes
- b. Approval of Agenda

2. Public Comments / Presentations:**

3. Consent Agenda:

- a) Financial and Tax Reports--- *Report Accepted as Information (including Pending Bills documentation provided at meeting)*
- b) Land Use Report---*Report Accepted as Information*
- c) CRTPO --- *No Report*
- d) Monroe/Union County Economic Development Committee Report--- *Report Accepted as Information*
- e) Approve Council Retreat Minutes for March 25, 2017
- f) Approve Council Minutes for April 10, 2017

Agenda

4. Items of Business:

Item 1: Discuss the Proposed budget for 2017-2018 ---*Darrell Baucom*

Item 2: Approve final pay application # 11 for Eagle Wood
For the completion of the 'Fairview Park'

Item 3: Park Update---*Jerry Clontz*

Item 4: Discuss the Towns plans for the Old Fairview School---*Mayor Thomas*

Item 5: Discuss and Appoint new auditor for Town of Fairview financial audit
of fiscal year 2017-2018. Finance Officer recommends J.B. Watson &
Co. --- *Darrell Baucom*

5. Council Comments:

6. Adjournment

AS A COURTESY, PLEASE TURN CELL PHONES OFF WHILE MEETING IS IN PROGRESS

**** Public Comments are limited to 3 minutes**

Consent Agenda

A consent agenda is an effective means of managing the length of a meeting. It is normally made up of routine items that are not controversial in nature and upon which no further discussion is anticipated. Action on the consent agenda usually occurs early in the meeting with all items listed being approved by one motion and vote.

If any member of the governing body feels the need to discuss one or more of the items more fully, the item may be removed from the consent agenda and placed on the regular agenda.

Town of Fairview
Balance Sheet
 As of April 28, 2017

	Apr 28, 17	Apr 28, 16
ASSETS		
Current Assets		
Checking/Savings		
American Community Bank	341,257.14	195,782.03
Bank of NC	0.00	957,591.69
Total Checking/Savings	341,257.14	1,153,373.72
Other Current Assets		
Accounts Receivable - State Gov	897.83	0.00
Franchise Tax Receivable	34,697.37	43,188.53
Investments		
Investments NCCMT	969.38	965.99
Total Investments	969.38	965.99
Sales Tax Receivable	4,083.70	4,001.24
Taxes receivable	2,636.51	3,541.96
Total Other Current Assets	43,284.79	51,697.72
Total Current Assets	384,541.93	1,205,071.44
Fixed Assets		
Accumulated Depreciation	-9,717.68	-7,474.08
Computer Equipment	12,643.66	12,643.66
Furniture and Equipment	1,698.00	1,698.00
Land	219,516.33	219,516.33
Land improvements	10,145.00	10,145.00
Leasehold improvements	2,500.00	2,500.00
Total Fixed Assets	236,785.31	239,028.91
Other Assets		
Park development costs	56,201.15	25,055.00
Total Other Assets	56,201.15	25,055.00
TOTAL ASSETS	677,528.39	1,469,155.35
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
Accounts Payable	8,000.00	10,225.34
Total Accounts Payable	8,000.00	10,225.34
Other Current Liabilities		
Accrued payroll	3,533.01	3,436.07
Deferred revenue - ad valorem	0.00	4,635.53
Payroll Liabilities	346.42	211.85
Total Other Current Liabilities	3,879.43	8,283.45
Total Current Liabilities	11,879.43	18,508.79
Total Liabilities	11,879.43	18,508.79
Equity		
Equity		
Fixed assets	294,248.81	264,083.91
Total Fund Balance	1,359,212.89	1,244,247.72
Total Equity	1,653,461.70	1,508,331.63

Town of Fairview
Profit & Loss Budget vs. Actual
July 2016 through April 2017

	Jul '16 - Apr 17	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
Ad Valorem taxes	71,980.71	68,500.00	3,480.71
Cable TV franchise taxes	2,676.57	0.00	2,676.57
Fund balance appropriated	0.00	0.00	0.00
Interest on delinquent taxes	340.82		
Investment income	1,684.15	2,000.00	-315.85
Misc income	185,000.00		
Motor vehicle taxes	9,079.95	6,334.00	2,745.95
PARTF grant	125,430.90	0.00	125,430.90
PARTF Grant reimbursement	0.00	0.00	0.00
Sales and use tax	20,748.47	20,000.00	748.47
Sales and use tax refund	92.93		
Special appro from Gen Assembly	0.00	0.00	0.00
Utility Franchise taxes	109,142.41	119,000.00	-9,857.59
Zoning fees	5,100.00	2,500.00	2,600.00
Total Income	531,276.91	218,334.00	312,942.91
Expense			
Advertising and Promotion	746.24	500.00	246.24
Audit fees	7,050.00	7,050.00	0.00
Bank Service Charges	127.76	0.00	127.76
Capital outlay	1,186,970.65	0.00	1,186,970.65
Computer, internet and website	5,127.00	5,000.00	127.00
Dues and Subscriptions	5,391.00	5,250.00	141.00
Elections expense	0.00	0.00	0.00
Festival expense	1,336.37	10,000.00	-8,663.63
Fire Dept Allocation	8,333.30	8,333.34	-0.04
Fire Dept Truck Payment	52,569.24	52,568.00	1.24
Grants	0.00	5,000.00	-5,000.00
Insurance Expense	5,157.60	6,000.00	-842.40
Legal fees	5,192.04	5,000.00	192.04
Maintenance/Renovations	0.00	0.00	0.00
Meals and Entertainment	138.99		
Miscellaneous Expense	122.09	0.00	122.09
Office Supplies	4,064.53	3,800.00	264.53
Park Maintenance	10,424.18	5,000.00	5,424.18
Park start-up and nonreimburse	0.00	0.00	0.00
Payroll Expenses	27,027.41	27,818.90	-791.49
Payroll taxes	4,652.29	4,641.50	10.79
Planning and zoning	32,908.64	32,854.20	54.44
Professional Fees	6,243.70	10,000.00	-3,756.30
Rent Expense	2,500.00	2,500.00	0.00
Repairs and Maintenance	0.00	1,000.00	-1,000.00
Solid Waste Manage cost share	0.00	0.00	0.00
Tax collection fees	1,237.88	1,000.00	237.88
Telephone Expense	2,484.49	3,000.00	-515.51
Training fees	125.00	1,000.00	-875.00
Travel Expense	358.33	1,000.00	-641.67
Utilities	48.41		
Zoning administration	0.00	0.00	0.00
Total Expense	1,370,337.14	198,315.94	1,172,021.20
Net Ordinary Income	-839,060.23	20,018.06	-859,078.29
Net Income	-839,060.23	20,018.06	-859,078.29

4:33 PM

04/28/17

Accrual Basis

Town of Fairview Transactions by Account As of April 28, 2017

Type	Date	Num	Adj	Name	Memo	Debit	Credit	Balance
American Community Bank								376,241.32
Deposit	04/04/2017				Deposit	190.00		376,431.32
Bill Pmt -Check	04/08/2017	101852		Amanda McCall	face painting for grand opening		250.00	376,181.32
Bill Pmt -Check	04/08/2017	101853		Bouncing Your Way	Bouncing house for grand ope...		868.37	375,312.95
Bill Pmt -Check	04/08/2017	101854		Brian C. Austin	mowing	0.00		375,312.95
Bill Pmt -Check	04/08/2017	101855		Darrell H. Baucom_	Travel and computer		69.09	375,243.86
Bill Pmt -Check	04/08/2017	101856		Ed Humphries_	Chairs, supplies, office		1,713.78	373,530.08
Bill Pmt -Check	04/08/2017	101857		Enquirer Journal	Public hearing		427.84	373,102.24
Bill Pmt -Check	04/08/2017	101858		Fairview VFD and R...			14,225.64	358,876.60
Bill Pmt -Check	04/08/2017	101859		Great American Fina...			116.46	358,760.14
Bill Pmt -Check	04/08/2017	101860		N Focus	Retreat facilitation		1,400.00	357,360.14
Bill Pmt -Check	04/08/2017	101861		Teresa Gregorius_	Food for retreat		94.04	357,266.10
Bill Pmt -Check	04/08/2017	101862		Union County Public ...	Water for park		48.41	357,217.69
Paycheck	04/08/2017	101864		Darrell H. Baucom			445.05	356,772.64
Paycheck	04/08/2017	101878		Teresa Gregorius			951.81	355,820.83
Paycheck	04/08/2017	101863		Bradley W Purser			138.53	355,682.30
Paycheck	04/08/2017	101865		Doug Buchanan			46.18	355,636.12
Paycheck	04/08/2017	101866		Edward D Humphries			1,997.11	353,639.01
Paycheck	04/08/2017	101867		Gary H Wilfong			138.53	353,500.48
Paycheck	04/08/2017	101868		Greg Morgan			46.18	353,454.30
Paycheck	04/08/2017	101869		Jerry C. Clontz			161.61	353,292.69
Paycheck	04/08/2017	101870		Jesse L Hargett			69.26	353,223.43
Paycheck	04/08/2017	101871		John A Biggers, Jr.			138.53	353,084.90
Paycheck	04/08/2017	101872		John H. Crowell			46.18	353,038.72
Paycheck	04/08/2017	101873		Nancy H Randall			46.17	352,992.55
Paycheck	04/08/2017	101874		Patricia H. Kindley			46.18	352,946.37
Paycheck	04/08/2017	101875		Phillip C Thomas			184.70	352,761.67
Paycheck	04/08/2017	101876		Richard E Pigg			46.18	352,715.49
Paycheck	04/08/2017	101877		Sara Furr			46.18	352,669.31
Paycheck	04/08/2017	101879		Tony FD Helms			46.18	352,623.13
Deposit	04/10/2017				Deposit	461.30		353,084.43
Deposit	04/10/2017				Deposit	1,816.01		354,900.44
Check	04/10/2017	101880		Clark, Griffin and Mc...	Legal fees and retainer for April		376.00	354,524.44
Check	04/10/2017	101881		CompuNetworld	email and server hosting		260.00	354,264.44
Check	04/10/2017	101882		Jerry C. Clontz	supplies for pond		64.18	354,200.26
Deposit	04/17/2017				Deposit	825.26		355,025.52
Liability Check	04/17/2017	To Print		NC Dept of Revenue_	600391020		438.00	354,587.52
Liability Check	04/17/2017	To Print		IRS	55-0789092		1,835.38	352,752.14
Bill Pmt -Check	04/20/2017	101883		Cash Grading Comp...	Partial draw on contract servic...		10,000.00	342,752.14
Bill Pmt -Check	04/25/2017	101884		Scotty's Concrete & ...			1,495.00	341,257.14
Total American Community Bank						3,292.57	38,276.75	341,257.14
TOTAL						3,292.57	38,276.75	341,257.14

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Town of Fairview
Park Related costs

<u>Date</u>	<u>Services</u>	<u>Payee</u>	<u>Check Number</u>	<u>Amount Paid</u>
2/9/2015	Design development - initial bill	Benesch	101245	8,370.00
4/13/2015	Design development - second bill	Benesch	101268	1,335.00
5/11/2015	Design development - third bill	Benesch	101292	4,610.00
6/8/2015	Design development - fourth bill	Benesch	101321	1,010.00
6/23/2015	NC DOT driveway permit application fee	NC DOT	101329	50.00
6/23/2015	NC DENR erosion and sedimentation app fee	NC DENR	101330	260.00
7/10/2015	Construction documents - June 28, 2015	Benesch	101335	9,420.00
8/10/2015	Construction documents - July 26, 2015	Benesch	101359	2,355.00
8/27/2015	NC DENR storm water permit	NC DENR	101383	505.00
9/14/2015	Construction docs - Aug 18 and perc test	Benesch	101385	1,895.00
10/12/2015	Const docs, permitting and bidding	Benesch	101411	6,255.00
11/9/2015	Bidding on park	Benesch	101437	3,100.00
12/7/2015	Amendment #1 for turn lane design	Benesch	101488	4,900.00
3/14/2016	Construction administration	Benesch	101552	2,300.00
3/28/2016	NC DENR for revisions to plan	NC DENR	101565	150.00
4/11/2016	Construction administration	Benesch	101566	5,600.00
5/9/2016	Construction administration	Benesch	101589	2,162.00
6/13/2016	Construction administration	Benesch	101612	760.50
7/11/2016	Construction administration and Amend #2	Benesch	101631	1,163.65
8/8/2016	Amendment #2	Benesch	101650	2,005.00
8/11/2016	Initial construction - first draw	Eagle Wood	101671	83,797.98
9/12/2016	Construction administration	Benesch	101672	2,346.84
9/12/2016	Initial construction - second draw	Eagle Wood	101676	85,790.96
9/13/2016	Construction administration - Amend #2	Benesch	101692	1,764.01
9/30/2016	Initial construction - third draw	Eagle Wood	101713	76,419.35
10/10/2016	Amendment #2 draw	Benesch	101718	3,298.00
11/14/2016	Duke Energy - Deposit and connection fee	Duke Energy	101721	115.00
11/14/2016	Initial construction - fourth draw	Eagle Wood	101722	196,960.49
12/12/2016	Construction administration	Benesch	101759	500.00
12/12/2016	Initial construction - fifth draw	Eagle Wood	101762	171,505.50
12/12/2016	Initial construction - sixth draw	Eagle Wood	101784	240,275.08
12/30/2016	Initial construction - seventh draw	Eagle Wood	101789	169,363.66
2/13/2017	Initial construction - eighth draw	Eagle Wood	101822	75,656.65
3/13/2017	Initial construction - ninth and tenth draws	Eagle Wood	101850	75,677.13
4/11/2017	Scotty's Concrete; pad for grill	Scott's Conci	101884	1,495.00
	Total incurred costs-to-date			1,243,171.80
	Reimbursements received from PARTF November 4, 2015			18,032.50
	Reimbursements received from PARTF November 9, 2016			136,130.15
	Total reimbursed to date			154,162.65
	Park Budget			
	Design and construction management			65,150.00
	Cost to develop park			1,215,529.00
	Contingency			60,651.00
	Total park costs			1,341,330.00

Town of Fairview
Pond Related Costs

<u>Date</u>	<u>Services</u>	<u>Payee</u>	<u>Check Number</u>	<u>Amount Paid</u>
3/9/2015	Foster Lake and Pond - lowering pond level	Foster Lake	101248	2,450.00
	Total for 14/15 fiscal year			2,450.00
8/10/2015	Foster Lake and Pond - pond renovation	Foster Lake	101356	22,833.59
9/14/2015	Warlick Trucking - Grading, etc on pond site	Warlick Trucking	101386	9,500.00
	Total paid-to-date on pond renovation and maintenance			34,783.59

7-Mar	N/A	C-17-017	Compliance	N/A	Fairview Park	7350 Concord Hwy	08189031C
14-Mar	135	MS-17-018	MS	\$260	Horne Property		082246002A&C
14-Mar	1397	MS-17-019	MS	\$65	Wm Leon Hill	705 Brief Road West	8213005
21-Mar	1072	A-17-020	Accessory	\$50	Residential Services-Crotts	711 Hwy 218	08153009A
21-Mar	12375	H-17-21	Home	\$75	Paragon Homes-Hinson	1209 Hwy 218 W	8222004
21-Mar	Cash	A-17-022	Accessory	\$50	P Larsen--Donaldson	8606 Bendanna Lane	08114008h
28-Mar	1207	MS 17-023	Minor	\$65	A Pression	502 East Old Dutvh Road	8183014
28-Mar	22861	A 17-024	Addition	\$50	B Crowell	1416 Crowell Dairy Rd	08282010B
30-Mar	N/A	TC-17-029	Text Change	N/A	Town of Fairview	7400 Concord Highway	N/A
18-Apr	11440	A-17-028	Accessory	\$50	Rodney Witmore	707 West Brief	08213005E
18-Apr	Cash	H-17-030	Home	\$75	Garrett Hood	1045 Pasture View Lane	8117007
18-Apr	Cash	MS-17-031	Minor Sub	\$195	Huntley Brothers	1116 Huntley Acres	8117007
25-Apr	39835	CU-17-032	Comm-Upfit	\$100	Casco Signs, Inc	7502 N Concord Highway	8189013
25-Apr	Cash	H-17-033	Home	\$125	Steve McElroy	405 Clontz Rd	08219006C
25-Apr	Cash	A-17-034	Accessory	\$50	Steve McElroy	405 Clontz Rd	08219006C
25-Apr	Cash	A-17-035	Accessory	\$50	Steve McElroy	405 Clontz Rd	08219006C
Totals		10		\$770			
1-May	1929	U-17-36	Upfit	\$50	B.L. Antio	110 Old Dutch Rd W	08216006A

Permits for March 2017

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Ed Humphries

From: Tony Helms [tfhelms6@gmail.com]
Sent: Monday, May 01, 2017 3:41 PM
To: Ed Humphries; Teresa Gregorius
Subject: Monroe/Union County Economic Development April 2017 meeting

Hi Guys,

listed below are items that were discussed

1. Overall activity is improving
2. unemployment remains low at 4.3%
3. Leads 42 for the year(since July 2016) 400 plus million potential investment
4. 9 announced since July 2016 \$47.75 million investment 363 new jobs. The goal is \$ 60 Million investment 300 new jobs.
5. Spec 4 building is progressing well and should be completed end of May. The soil issued added a additional \$ 400,000 to the cost.
6. Indian Trail proceeding with their 113 acre industrial park.



**Town of Fairview
Retreat Meeting
March 25, 2017
(Provided by Facilitator Leamon Brice)**

The following Council members were present: Mayor Phil Thomas, John Biggers, Jerry Clontz, Bradley Purser, and Gary Wilfong.

Others present: Ed Humphries, Land Use Administrator / Deputy Clerk, Teresa Gregorius, Town Clerk and Facilitator Leamon Brice, N-Focus Planning & Design Inc.

Mayor Thomas welcomed everyone and talked about how helpful the annual retreat is for the council.

Leamon Brice reviewed the agenda and goals for the day.

Review of 2016 Retreat:

The council agreed to review the expectations created at the 2016 retreat. All council members described how everyone was using the expectations and although they often disagreed they always did so with respect. Some did think the mayor sometimes allowed too much discussion with the public. All agreed the rules allow this discussion and that often but not always it is helpful.

Mayor Thomas asked to review goals from the 2016 retreat and the group agreed.

Mayor Thomas started with last year's goal to refine and adopt the town center plan.

The group discussed putting adoption on a future agenda acknowledging with sewer not possible for 10 years that the town center plan was 10 to 15 years off.

Mayor Thomas reported the citizen survey had been updated in 2016, the website had been updated and he had been blogging.

Councilman Clontz reported the park would be complete in 2 weeks and a grand opening is planned.

Councilman Wilfong and Mr. Humphries described where water is currently available in Fairview and the plan for future expansions.

Councilman Purser explained he had not worked on educating the council on fire department current service levels, possible sources of funding and establishing a documented relationship.

Councilman Wilfong reported the festival committee has met once and is waiting for completion of the park to complete plans for an annual festival.

The group then began to describe their ideal 2047 Fairview vision:

Mayor Thomas started with the following:

- Small Area Plan complete
- Maybe 2 self-contained mixed use developments
- Larger areas of open land with farming
- 50/50 mix of farms and subdivisions
- Helipads in each subdivision
- Water and sewer everywhere
- Natural gas and hi speed internet
- Some assisted living
- Light industry (farm related)
- Large county park in town
- Active recreation areas (playing fields)
- Heel Splitter extinction
- 218 and 601 from 2 to 4 lanes

Councilman Biggers described his vision as follows:

- A town hall
- Park expanded to 100+ acres
- Fire station improvements
- Water and sewer
- School area developed as town center/mixed use
- Solid waste service with recycling
- A Fairview zip code and post office
- His Reality:
- Expand park
- Remodel fire station with a town hall
- Items that contribute to his reality:
- Low tax rate
- Limited resources
- Low population
- Desire to live in a rural area near urban amenities
- How do we balance?

Councilman Wilfong started in reality with the following:

- He wants things and life style in Fairview to remain the same
- Things in Fairview revolve around church and school but this is changing
- Fairview should live within its' means
- Growth brings both revenues and expenses and does not solve everything

- No industry because it brings regulations
- Water and sewer balanced with growth
- Town hall
- Willing to pay more tax to keep things the same

Councilman Purser described his Fairview vision as follows:

- Downtown area with mixed uses such as restaurants, medical offices, condos, small non-brand name retail, dry cleaner, and the grocery store would be the largest retail building/no big boxes
- Convenience store with gas at 4 intersections
- 218 and 601 to 4 lanes
- Water and sewer
- Large lot, large home, well planned subdivisions
- Light industry and manufacturing for jobs and less commuting
- Town hall somewhere with a community room
- Town hall separate from fire station
- Recycling center
- Continued farming

Councilman Clontz suggested a vision including:

- Purchasing more park land
- A town hall with a community/meeting room
- Agricultural based recreation programs
- A small mixed used town center
- Service demands will require more than a .02\$ tax rate
- Small industry for jobs
- Water and sewer
- Small business areas with some development
- Retain farming and rural areas

The council agreed there was consensus among council on some items including:

- Water and sewer
- Mixed use center
- Town hall
- Preserving an area for farming and rural area
- Park expansion

The council agreed that without water and sewer at 218 and 601 there could not be a town center. They also agreed that there could be development at 218 and 601 but no water and sewer in the northeast area of Fairview because of its rural nature. This area could be the farming and rural area. Councilman Wilfong and Mr. Humphries should continue to work on getting water and sewer to the primary intersection.

They agreed their town hall preference was to locate at the school facility with location in the house on the additional park land as Plan B. Councilman Wilfong and Mr. Humphries will make contact with school officials at different levels.

To achieve the water and sewer/town center/farming rural area vision the council agreed they should pursue creating a Comprehensive plan with considerable public participation. The comprehensive plan would insure public understanding of plans for the future of Fairview. The plan would lead to changes in the zoning ordinance and map to create areas that can be developed and areas that must remain rural for farming and rural living.

Mr. Humphries advised the council they could create a Request for Qualifications to be sent to planning firms in the region. The council could review the qualification submittals from the planning firms and interview those they feel will have the best experience working in areas such as Fairview. After the interviews the council could negotiate a contract with the planning firm the Council saw as the best for Fairview. The contract should include the creation of a public participation plan, a comprehensive plan and changes to the zoning ordinance to achieve the goals identified in the comprehensive plan. The comprehensive plan should include a vision not only for water and sewer, a town center and farming and maintaining rural areas it should also address parks and recreation, solid waste services, transportation including greenways, fire service, police service and a town hall if that is not decided before the plan is done.

The council agreed to have members visit with the school system to determine if the school system would give the school facility and property to the town or lease the facility to the town for a long term (50-100 yrs). If a deal cannot be worked out the town would pursue the additional park property and put town hall in the house on the property.

The council agreed to provide time at regular meetings for each council person to report progress toward their assigned goals. This should keep assignments in the forefront for the council. To wrap up the council discussed things about the retreat that went well and things that could be done better.

The council asked that the facilitator and Mr. Humphries speak up when they have experience on items being discussed.

The work ahead of time and the agenda were good.

The council asked how they should organize to get the work done.

The council asked for the notes to include steps for each of the projects the council agreed to pursue.

Respectfully submitted,

Teresa Gregorius
Town Clerk

Phil Thomas
Mayor

Approved this _____ day of _____, 2017



**Town of Fairview
Regular Meeting
April 10, 2017**

The following Council members were present: Mayor Phil Thomas, Jerry Clontz, Bradley Purser, and Gary Wilfong.

Others present: Joe McCollum, Town Attorney; Darrell Baucom, Financial Officer, Ed Humphries, Land Use Administrator / Deputy Clerk and Teresa Gregorius, Town Clerk

Agenda Changes

None

Approval of Agenda

Bradley Purser made a motion to approve the agenda. Gary Wilfong seconded the motion. Councilmen Clontz, Purser, and Wilfong voted yes (3-0).

Public Comments

Luanne Sherron, VP Key Accounts & Government Relations, Union Power Cooperative introduced herself as the liaison to contact if the Town had any questions regarding Union Power services.

Consent Agenda

- a) Accept Financial and Tax Reports as Information
- b) Accept Land Use Report as Information
- c) Set the Public Hearing time and date to hear public comments on the proposed 2017-2018 Budget at our regular meeting date of May 8, 2017 at 7:00 PM.
- d) Approve Council Regular Minutes for March 13, 2017

Gary Wilfong made a motion to approve the consent agenda. Jerry Clontz seconded the motion. Councilmen Clontz, Purser and Wilfong voted yes (3-0).

Items of Business

Item 1: Discuss and Review the draft personnel policy for the Town

Ed Humphries presented the draft personnel policy to the Council members for review. He asked the members to review, make notes and forward additions/changes to the Town Clerk. Once all additions/changes are received, an updated draft will be presented for review.

Item 2: Select a Date and Time for the 2017-2018 Budget Workshop

The Council discussed several dates before deciding on May 8, 2017.

Gary Wilfong made a motion to schedule the 2017- 2018 Budget Workshop on May 8, 2017 and change the date of the Public Hearing for the proposed 2017-2018 Budget to June 12, 2017. Jerry Clontz seconded the motion. Councilmen Clontz, Purser and Wilfong voted yes (3-0).

Item 3: Adopt new logo for website and stationery

Ed Humphries provided the Council with example of new logo that was designed by EZ-Task, the Town web host. This will be a branding logo for the Town to use and will not take the place of the Town Seal. The Town Seal will be used on all documents requiring an official signature and seal.

Bradley Purser made a motion to adopt the new logo for use on the website and stationery. Gary Wilfong seconded the motion. Councilmen Clontz, Purser and Wilfong voted yes (3-0).

Item 4: Park Update

Jerry Clontz reported that the walk-thru with the construction company occurred April 5th. The Council packet includes the list of items that require fixing. The walk-thru re-inspection will be April 21st. Mr. Clontz stated there was a problem with the current placement of the grills at the picnic shelter and requested Attorney McCollum review the documentation he had and let him know how to precede with billing/payment for relocating the grills.

The grand opening festivities are being finalized. The Park & Rec Committee met April 6th and anticipates at least two more meetings before the April 29th grand opening. B.B. Haigler is working on the horse shoe pits. Rachel Outen spoke with a representative from Coca Cola Bottling and they are providing the drinks at no charge. The grand opening announcement flyer will be emailed on April 11th. Notice will also be placed on the website and Facebook.

Council Comments

Bradley Purser asked Attorney McCollum if he had an update on the jake brake/noise ordinance. Mr. McCollum stated that he had emailed back and forth with Attorney McGuirt representing the sheriff's department. The sheriff's position has been that they will not enforce jake brake because they come standard on trucks. Mr. McGuirt can speak with the sheriff to see what may

be able to be done if persons modify the trucks to make them louder which would get into a noise ordinance issue.

Mayor Thomas mentioned the article that appeared in the Enquirer Journal on March 29th. Mr. Thomas participated in a question and answer interview as part of an ongoing series the Enquirer was doing with the mayors of Union County. Mr. Thomas stated that he received several comments from Fairview residents that thought the Town was portrayed in a positive light.

Jerry Clontz made a motion to adjourn. Bradley Purser seconded the motion. Councilmen Clontz, Purser and Wilfong voted yes (3-0).

Respectfully submitted,

Teresa Gregorius
Town Clerk

Phil Thomas
Mayor

Approved this _____ day of _____, 2017

Discuss
Proposed
Budget
2017-2018

Town of Fairview
Profit & Loss Budget Overview
 July 2017 through June 2018

	Jul '17 - Jun 18
Ordinary Income/Expense	
Income	
Ad Valorem taxes	73,000.00
Fund balance appropriated	-4,247.96
Investment income	0.00
Motor vehicle taxes	8,800.00
PARTF grant	0.00
Sales and use tax	25,500.00
Special appro from Gen Assembly	0.00
Utility Franchise taxes	142,000.00
Zoning fees	6,000.00
	251,052.04
Total Income	251,052.04
Expense	
Advertising and Promotion	1,200.00
Audit fees	7,500.00
Capital outlay	0.00
Computer, internet and website	7,750.00
Dues and Subscriptions	5,450.00
Elections expense	3,000.00
Festival expense	10,000.00
Fire Dept Allocation	10,000.00
Fire Dept Truck Payment	52,569.24
Insurance Expense	4,900.00
Legal fees	7,200.00
Maintenance/Renovations	0.00
Office Supplies	3,000.00
Park Maintenance	36,825.00
Payroll Expenses	34,219.80
Payroll taxes	5,762.04
Planning and zoning	41,100.96
Professional Fees	2,000.00
Rent Expense	3,000.00
Repairs and Maintenance	1,000.00
Solid Waste Manage cost share	8,000.00
Tax collection fees	1,275.00
Telephone Expense	3,600.00
Training fees	500.00
Travel Expense	1,200.00
Zoning administration	0.00
	251,052.04
Total Expense	251,052.04
Net Ordinary Income	0.00
Net Income	0.00

Town of Fairview
Fiscal Year 2017-18 Budget
Assumptions and Explanations

Page
24

Revenue

Ad valorem: based upon projected real and personal property values of \$368,589,123 from Union County using 98% collection rate for ad valorem taxes at \$.02 per hundred assessment rate. Used \$73,000.

Funds balance appropriated – funds needed to balance the budget as revenues exceed expenses by \$4,248.

Motor Vehicle taxes: based upon estimated values of \$44,274,413 and using 99% collection rates at \$.02 per hundred assessment rate. Used \$8,800.

24

Sales and use tax: NC League estimates slight growth of 4.25% for 2017-18; used 4.00%. Used \$25,500

25

Franchise taxes: NC League estimates slight growth for 2017-18. I estimated no change in franchise taxes and included Cable TV franchise tax in this category. Used \$142,000.

Zoning fees: based upon recent trends showing an increasing amount of zoning fee revenue; used \$500 per month. Used \$6,000.

Expenses

Advertising: based upon current trends = \$1,200

Audit fees: based upon increase from last year's audit by Moyer, Smith, Roller for \$7,050. Moyer, Smith, Roller are no longer doing Municipal audits, so I have our 16-17 audit out for bid. Used \$7,500.

Computer, internet and website expense: based upon reimbursements to staff and estimated computer maintenance, etc. Monthly email and server hosting and reimbursement of internet expense = \$305; Silver level support for One Source Documents = \$427; Website charge = \$1,250; Domain name renewal = \$400; Website upgrade = \$2,000. Used \$7,750.

20

Dues and subscriptions: School of Govt Foundation – 450 - NC League of Municipalities – 4,600 (Current year plus slight increase); Union County Chamber of Commerce – 450; Used \$5,450

Elections expense: based upon amount spent in 15-16 = \$2,721 plus slight increase; used \$3,000 as estimate for 17-18

Festival expense: Used \$10,000 for annual amount.

Fire Department Allocation: \$10,000 payment to Fairview VFD; \$833.33 per month.

Fire Department Truck Payment: Quarterly payment of \$13,142.31 for payment to Bank for new fire truck. Used \$52,569.

Liability insurance: Based upon estimate of property and casualty insurance from NC League of Municipalities = \$4,022. Estimate of workers comp insurance = \$500 and bond insurance = \$375. Used \$4,900.

26

Legal fees: based on trend of about \$600 per month. Used \$7,200.

Office supplies: based upon recent trends of \$250 per month. Used \$3,000.

Park Maintenance: Based upon Park Service contract of \$24,825, plus additional amounts of \$1,000 per month. Used \$36,825.

28

Payroll expenses: See worksheet documenting budgeted amount. Used 4.25% rate of increase for staff, which was the same as last year.

29

Payroll taxes: Total salaries at 7.65% rate for employer taxes.

29

Planning and zoning: 17-18 rate of pay is \$41,101 per year.

29

Professional fees: Retreat expense for Council (1,400 in 16-17) plus other minor expenses = \$2,000

Rent - \$250 per month for 12 months; Used \$3,000.

Repairs and Maintenance: Misc repair and maintenance items that may occur = \$1,000.

21

Solid Waste Management: Used budgeted amount of \$8,000 as recommended by Union County Waste Management.

30

Tax Collection fees: based upon 1.5% of ad valorem taxes and motor vehicle taxes. Used \$1,275.

Telephone: estimated \$300 per month based on recent trends. Used \$3,600.

Training fees: used nominal amount of \$500 per year.

Travel: estimated \$1,200 for the year.

22

Actual 5/1/16 to 4/30/17

3:47 PM
04/28/17

Accrual Basis
Town of Fairview
Profit & Loss
May 2016 through April 2017

	May 16	Jun 16	Jul 16	Aug 16	Sep 16	Oct 16	Nov 16	Dec 16	Jan 17	Feb 17	Mar 17	Apr 17	TOTAL
Ordinary Income/Expense													
Income													
Ad Valorem taxes	175.11	1,904.45	0.00	18.33	3,416.68	3,865.65	8,696.96	20,879.99	17,437.44	15,372.15	1,849.46	444.05	74,060.27
Alcoholic beverage	720.54	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	720.54
Cable TV franchise taxes	0.00	0.00	778.27	0.00	829.83	0.00	0.00	0.00	0.00	1,068.47	0.00	0.00	2,676.57
Interest on delinquent taxes	15.78	275.09	13.09	16.57	14.72	6.05	37.22	105.67	41.23	76.19	7.60	22.48	631.70
Investment income	293.05	284.03	293.68	290.98	246.71	258.92	251.32	145.41	97.25	83.47	0.77	0.00	2,261.23
Misc income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	185,000.00	0.00	185,000.00
Motor vehicle taxes	872.05	-810.92	822.76	786.89	890.74	630.87	659.78	668.83	1,691.80	1,364.21	721.01	843.06	9,141.08
PARTF grant	0.00	10,699.25	-10,699.25	0.00	0.00	0.00	0.00	136,130.15	0.00	0.00	0.00	0.00	136,130.15
Prior year ad Valorem	0.00	209.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	209.70
Sales and use tax	1,662.72	2,248.34	2,098.48	1,985.22	2,113.81	1,978.21	2,118.54	2,098.80	1,989.27	2,160.61	2,389.52	1,816.01	24,689.53
Sales and use tax refund	0.00	0.00	0.00	0.00	92.93	0.00	0.00	0.00	0.00	0.00	0.00	0.00	92.93
Utility Franchise taxes	450.00	32,775.66	600.00	150.00	34,697.37	440.00	750.00	39,710.29	0.00	0.00	34,734.75	0.00	141,918.07
Zoning fees	0.00	500.00	600.00	150.00	400.00	440.00	750.00	480.00	50.00	1,065.00	975.00	190.00	6,050.00
Total Income	4,219.26	48,085.60	-6,092.97	3,248.00	41,872.96	8,009.53	12,513.82	200,219.14	21,306.99	21,190.10	225,678.11	3,331.23	583,581.77
Expense													
Advertising and Promotion	286.06	64.68	0.00	0.00	0.00	0.00	134.32	184.08	0.00	0.00	427.84	0.00	1,096.98
Audit fees	0.00	1,200.00	0.00	0.00	0.00	1,025.00	3,062.50	0.00	1,762.50	0.00	0.00	0.00	7,050.00
Bank Service Charges	0.00	0.00	0.00	0.00	0.00	0.00	127.76	0.00	0.00	0.00	0.00	0.00	127.76
Capital outlay	760.50	-29,982.50	305.00	86,144.82	87,554.97	79,717.35	369,080.99	409,638.74	0.00	75,656.65	75,677.13	1,495.00	1,157,748.65
Computer, internet and website	305.00	305.00	305.00	732.00	305.00	305.00	305.00	305.00	305.00	1,555.00	705.00	305.00	5,737.00
Depreciation Expense	0.00	2,243.60	4,968.00	0.00	0.00	0.00	0.00	0.00	423.00	0.00	0.00	0.00	2,243.60
Dues and Subscriptions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	218.00	0.00	1,118.37	1,336.37
Festival expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	833.33	833.33	833.33	13,333.30
Fire Dept Allocation	2,500.00	2,500.00	1,666.66	0.00	833.33	833.33	833.33	1,666.66	0.00	0.00	0.00	0.00	13,333.30
Fire Dept Truck Payment	0.00	0.00	13,142.31	0.00	0.00	13,142.31	275.00	13,142.31	0.00	0.00	0.00	13,142.31	52,569.24
Insurance Expense	0.00	5,703.60	0.00	0.00	0.00	787.50	600.00	350.00	100.00	425.00	537.50	376.00	6,517.04
Legal fees	725.00	600.00	0.00	1,266.04	350.00	787.50	600.00	0.00	0.00	0.00	22.95	94.04	163.99
Meals and Entertainment	25.00	0.00	0.00	0.00	22.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	122.09
Miscellaneous Expense	0.00	0.00	0.00	10.00	0.00	0.00	112.09	0.00	0.00	0.00	0.00	0.00	4,462.24
Office Supplies	233.86	183.85	162.92	143.73	312.52	125.95	174.43	66.55	613.96	515.16	235.53	1,713.78	10,559.18
Park Maintenance	135.00	0.00	135.00	0.00	0.00	0.00	0.00	0.00	0.00	75.00	150.00	10,064.18	10,559.18
Park start-up and nonreimburse	0.00	-22,833.59	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-22,833.59
Payroll Expenses	6,543.11	6,564.23	5,941.88	6,216.13	6,236.36	6,595.32	7,188.77	6,636.85	6,182.62	6,329.89	-27,184.27	6,640.50	43,891.39
Payroll taxes	0.00	0.00	0.00	0.00	0.00	0.00	0.00	71.74	0.00	0.00	4,109.36	0.00	4,181.10
Planning and zoning	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	29,623.19	0.00	29,623.19
Professional Fees	0.00	588.24	0.00	1,154.20	0.00	0.00	3,689.50	0.00	0.00	0.00	1,400.00	0.00	6,841.94
Rent Expense	250.00	250.00	500.00	0.00	250.00	250.00	250.00	500.00	0.00	250.00	250.00	250.00	3,000.00
Tax collection fees	18.16	68.26	23.56	24.91	71.10	158.01	188.01	333.79	288.05	261.94	20.93	29.97	1,324.30
Telephone Expense	293.80	330.88	298.54	337.25	337.25	213.17	259.22	259.22	259.96	259.94	259.94	0.00	3,109.17
Training fees	0.00	0.00	125.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	125.00
Travel Expense	33.60	33.60	24.30	56.70	32.40	24.30	40.50	24.30	48.18	29.44	54.12	24.09	425.53
Utilities	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	48.41	0.00	48.41
Total Expense	12,109.09	-39,073.75	36,201.79	96,085.78	96,304.93	102,113.83	386,291.42	433,179.24	10,493.27	86,409.35	87,170.96	36,086.57	1,343,372.48
Net Ordinary Income	-7,889.83	87,159.35	-42,294.76	-92,837.78	-54,431.97	-94,104.30	-373,777.60	-232,960.10	10,813.72	-65,219.25	138,507.15	-32,755.34	-769,790.71
Net income	-7,889.83	87,159.35	-42,294.76	-92,837.78	-54,431.97	-94,104.30	-373,777.60	-232,960.10	10,813.72	-65,219.25	138,507.15	-32,755.34	-769,790.71



UNION COUNTY
Office of the Tax Administrator

500 N. Main Street
P.O. Box 97
Monroe, NC 28111-0097

704-283-3746
704-283-3616 Fax

John C. Petoskey
Tax Administrator

MEMORANDUM

TO: Town of Fairview
FROM: Robin E. Merry, Assessment Division Director
DATE: April 12, 2017
RE: Taxable Value Estimates for FY2017 - 2018

Attached are the taxable value estimates for fiscal year 2017 – 2018. The assessed value report is of April 10, 2016 and includes total taxable value estimates for real property and personal property. Public Services values are provided by the State.

Total taxable value is market value minus any known exemptions, exclusions, and/or deferment and represents the value that is taxable by the taxing authority.

Please be advised taxable value estimates are based on what has been processed up to the date of the report.

Projected total taxable value for real and personal property is 368,589,123
Projected total taxable value for motor vehicles is 44,274,413

Taxable values may change before tax bills are sent out due to data processing, appeals, new exemptions, exclusions, and deferments.

$$\begin{array}{r} \cancel{802} \\ \hline 8,855 \\ \times .99 \\ \hline 8,766 \end{array}$$
 use 8,800

$$\begin{array}{r} \cancel{73,718} \\ \times .99 \\ \hline 72,793 \end{array}$$
 use 73,000

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Executive Summary

Please read through the entire memo for important caveats and context related to each of the League's projections for the revenue sources listed below. However, we have collected all of the projections in the memo in the table below for your reference and for simplification purposes. The hyperlinks will direct to the section of this document that provides further information. These are all statewide projections, and as is explained in the memo below, your local economic conditions may dictate deviations from these statewide forecasts.

Revenue Source	Projected Change from FY15-16 to FY 16-17	Projected Change from FY16-17 to FY17-18
Local Sales Tax	4.75%	4.25%
Powell Bill	n/a	0.0%
Electricity Sales Tax	1.0%	2.0%
Telecommunications Sales Tax	- 1.0%	- 7.0%
Sales Tax on Piped Natural Gas	- 18.0%	- 8.5%
Solid Waste Disposal Tax	7.0%	4.5%
Local Video Programming Revenues	2.5%	- 1.0%
Beer and Wine Taxes	0.0%	1.0%

Any questions related to this document should be directed to [Chris Nida, Director of Research & Policy Analysis](#). For your convenience, this document also includes [North Carolina Department of Revenue contacts](#) for any other questions. Special thanks to the Public Affairs team at the North Carolina League of Municipalities, Dr. Linda Millsaps and Paige Worsham of the North Carolina Association of County Commissioners, and Cindy Matthews and Ernest Irving of the Local Government Division in the North Carolina Department of Revenue for their assistance in preparing this document.

Interlocal Risk Financing Fund of North Carolina
Property and Liability Insurance Trust administered by the NC League of Municipalities
COVERAGE PROPOSAL SUMMARY

NAMED INSURED

Town of Fairview
 7400 Concord Highway
 Monroe, NC 28110

POLICY PERIOD

7/1/2017 to 7/1/2018 At 12:01 A.M. Standard Time at the address of the Named Insured

POLICY NUMBER

PL-03002-2017-00

Coverage for the individual coverages is afforded by this proposal only if indicated with an (X) in the checkbox for the selected coverage.

COVERAGE	LIMITS	DEDUCTIBLES	PREMIUM
GENERAL LIABILITY COVERAGES			\$1,250
<input checked="" type="checkbox"/> General Liability	5,000,000 Per Occurrence	500	
<input type="checkbox"/> Premises Medical Payments	Per Person		
<input type="checkbox"/> No Fault Sewer Backup	Per Occurrence		
<input type="checkbox"/> No Fault Electrical Surge	Aggregate		
	Per Occurrence		
	Aggregate		
EMPLOYEE BENEFITS LIABILITY			\$25
<input checked="" type="checkbox"/> Employee Benefits Liability	1,000,000 Each Claim	1,000	
PUBLIC OFFICIALS LIABILITY (Claims Made)			\$2,133
<input checked="" type="checkbox"/> Public Officials Liability	1,000,000 Each Claim	10,000	
	3,000,000 Annual Aggregate		
EMPLOYMENT PRACTICES LIABILITY (Claims Made)			\$700
<input checked="" type="checkbox"/> Employment Practices Liability	1,000,000 Each Claim	10,000	
	3,000,000 Annual Aggregate		
POLICE PROFESSIONAL LIABILITY			Coverage Not Provided
<input type="checkbox"/> Police Professional Liability	Each Occurrence		
	Annual Aggregate		
LIQUOR LIABILITY			Coverage Not Provided
<input type="checkbox"/> Liquor Liability	Each Common Cause		
PROPERTY COVERAGES			\$250
<input checked="" type="checkbox"/> Blanket Buildings & Personal Property	54,440 Total Insured Values	500	
<input type="checkbox"/> Builders Risk			
<input type="checkbox"/> Excess Valuable Papers	Excess Limit		
<input type="checkbox"/> Excess Accounts Receivable	Excess Limit		
INLAND MARINE COVERAGES			\$0
<input type="checkbox"/> Municipal Equipment			
<input checked="" type="checkbox"/> Computer Equipment & Media	50,000 Refer to Schedule	1,000	
<input type="checkbox"/> Portable Equipment	Refer to Schedule		
<input checked="" type="checkbox"/> Fine Arts	0 Refer to Schedule	1,000	
<input type="checkbox"/> Scheduled Animal	Refer to Schedule		
CRIME COVERAGES			Coverage Not Provided
<input type="checkbox"/> Employee Dishonesty	Per Occurrence		
<input type="checkbox"/> Forgery & Alteration	Per Occurrence		
<input type="checkbox"/> Inside the Premises - Theft of Money or Securities	Per Occurrence		
<input type="checkbox"/> Outside the Premises	Per Occurrence		
<input type="checkbox"/> Public Officials Bond			
AUTOMOBILE COVERAGES			\$140
<input checked="" type="checkbox"/> Auto Liability	1,000,000 Each Accident	500	
<input checked="" type="checkbox"/> Non-Owned & Hired		500	
<input type="checkbox"/> Uninsured/Underinsured Motorists	Each Accident		
<input type="checkbox"/> Impounded Auto Comprehensive	Each Accident		
<input type="checkbox"/> Impounded Auto Collision	Each Accident		
<input type="checkbox"/> Garage Liability	Each Accident		
<input type="checkbox"/> Garagekeepers Comprehensive	Each Accident		
<input type="checkbox"/> Garagekeepers Collision	Each Accident		
AUTOMOBILE PHYSICAL DAMAGE COVERAGES			\$30
<input type="checkbox"/> Auto Physical Damage Comprehensive	Total Insured Values		
<input type="checkbox"/> Auto Physical Damage Collision	Total Insured Values		
<input checked="" type="checkbox"/> Hired Auto Physical Damage Comprehensive		500	
<input checked="" type="checkbox"/> Hired Auto Physical Damage Collision		500	
TOTAL PREMIUM			\$4,529
Less INCENTIVE CREDIT			\$507
NET PREMIUM			\$4,022

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Your Home Your Business TWC Central Security About Us

Log Out

Search The Web

READ MESSAGE

Usage 2% of 24000.0 MB

Inbox (2)

Drafts

Sent Mail

Deleted Items

Junk Mail (2)

Manage Folders

UNCC

Compose Get Mail Search Mail Address Book Settings Log Out

Reply Reply All Forward View Header Delete Report SPAM Printable View Move to: [v]

<< Prev | Next >>

From: Patrice Adams <padams@NCLM.ORG>
To: 'dbaucom4@carolina.rr.com' <dbaucom4@carolina.rr.com>
Cc:

Subject: RE: 17/18 P&L Renewal Proposal for Fairview
Priority: Normal Date: Wednesday, April 26, 2017 4:42 PM Size: 86 KB

Attachments: GLEND- 21 Medical Payments Edition 07 2013.pdf (23.5 KB)

The cost to add Premises Medical Payments coverage would be another \$500 annually. The limits are \$2,500 per person, \$5,000 per accident. It applies to the interior area only of a four-walled and roofed building you own or rent. It does not include the exterior area of a building, including the steps of the building. I've attached a copy of the coverage form.

Please let me know if you wish to add.

Have a great day!

Patrice Adams, CBIA
Senior Property and Casualty Underwriter
NC League of Municipalities
Email: padams@nclm.org
UW Email: RMSUnderwriting@nclm.org
Main Phone Line: 919-715-4000

**Please Note: due to extensive fire damage sustained on March 16, 2017, fax numbers are currently unavailable. NCLM staff are working remotely and readily available via email. For staff email listings, click here.*



From: Patrice Adams
Sent: Wednesday, April 26, 2017 4:27 PM
To: 'dbaucom4@carolina.rr.com' <dbaucom4@carolina.rr.com>
Subject: 17/18 P&L Renewal Proposal for Fairview

Hi Darrell,

Attached is the quote for your July 2017 renewal. This is not an invoice - you will be sent an invoice at a later date. After you review the renewal premium, please feel free to call me if you need to discuss anything.

Thanks!

Patrice Adams, CBIA
Senior Property and Casualty Underwriter
NC League of Municipalities
Email: padams@nclm.org
UW Email: RMSUnderwriting@nclm.org
Main Phone Line: 919-715-4000

**Please Note: due to extensive fire damage sustained on March 16, 2017, fax numbers are currently unavailable. NCLM staff are working remotely and readily available via email. For staff email listings, click here.*



Open Attachment: GLEND- 21 Medical Payments Edition 07 2013.pdf

Previous Message | Next Message

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REFINED



OUTDOORS

Additional services:

- Pine needles/mulch
- Annual flowers
- Fire ant control
- Turf maintenance
- Replacement of any ground covers
- Replacement of any shrubbery/tree
- Any irrigation repairs
- Excessive cleanup due to any storms or vandalism
- Any trees that need to be trimmed over a height of 10 feet
- Shrub/tree fertilizations
- Fungicide turf application
- Insect control on shrubbery/tree

Any additional work that is listed above, and not in the section THE SCOPE OF THE WORK INCLUDES, will be discussed with owner or owners' representative before work is performed. No extra services will be provided before owner or owners' representative is aware of additional price and has approved for work to be completed.

YEARLY CONTRACT PRICE: \$ 24,825.00

MONTHLY CONTRACT PRICE: \$ 2,068.75

If you were to sign a multi year contract we would provide a credit of \$750.00 per year. For the community to use towards enchantments on the property. Annual price for replacement of pine needles installed and furnished by Refined Outdoors will be \$6.50 a bale.

Town of Fairview	Ed	Darrell	Teresa	Town Council	Planning Board	Total
Payroll expense for 17-18	3,285.45			825.00	475.00	
Monthly salary/stipend						
Hourly rate	60.24	16.68				
Estimated number of hours per month	12.00	55.00				
Estimated monthly pay	722.88	917.40				
Estimated annual pay	39,425.40	11,008.80		9,900.00	5,700.00	
Adjusted for attendance at 80%					4,560.00	
Adjusted for no meeting dates 10/12					3,800.00	
Estimated annual salary/stipends	39,425.40	11,008.80		9,900.00	3,800.00	72,808.76
Increase rate per NC Compensation study	4.25%	4.25%	4.25%			
Salary increase	1,675.58	368.67	467.87			2,512.12
Estimated salary for 16/17	41,100.98	11,476.67		9,900.00	3,800.00	75,320.88
Employer tax rate						0.0765
Estimated employer payroll taxes						5,762.05

	FY17 Budget	FY17 Year End Estimate	FY18 Budget
Expenditures			
Personnel	\$53,800	\$52,737	\$56,700
Operating			
Mileage Reimb	\$1,850	\$1,732	\$1,850
Phone	\$480	\$432	\$480
Utilities	\$1,320	\$1,270	\$1,560
Maint & Repairs	\$0	\$0	\$0
Porta-Jon	\$600	\$600	\$600
Other Misc	\$0	\$0	\$0
Insurance	\$220	\$215	\$215
Total Operating	\$4,470	\$4,249	\$4,705
Tonnage	600.00	576.00	576.00
Tipping Fee	\$42.00	\$42.00	\$42.00
Tipping charge	\$25,200	\$24,192	\$24,192
Administration	\$34,593	\$33,197	\$32,055
Total Expenditures	\$118,063	\$114,375	\$117,652
Total Revenues	(\$92,700)	(\$88,990)	(\$88,990)
Net Expenditure / (Revenue)	\$25,363	\$25,385	\$28,662
	\$8,454	\$8,462	\$9,554

1/3 of deficit

At the present, it is estimated that the Town of Unionville and the Town of Indian Trail will pay the maximum amount of \$8,000 each for fiscal year ends 2017 and 2018.

Approve
Final Pay
Application
For
Eagle Wood

APPLICATION AND CERTIFICATE FOR PAYMENT

OWNER: Town of Fairview
7400 Concord Highway
Monroe, NC 28110

PROJECT:
Town of Fairview

FROM CONTRACTOR:

Eagle Wood Inc
P O Box 1046
Denver, NC 28037

VIA ARCHITECT/ENGINEERS:
Barnesch
2320 W Morehead St
Charlotte, NC 28208

CONTRACT FOR:

Fairview Park

CONTRACTOR'S APPLICATION FOR PAYMENT
Application is made for payment, as shown below, in connection with the
Contract Continuation Sheet, AIA Document G703, is attached.

- 1. ORIGINAL CONTRACT SUM \$1,276,180.45
- 2. Net Change by Change Orders -\$2,384.77
- 3. CONTRACT SUM TO DATE \$1,273,815.68
- 4. TOTAL COMPLETED & STORED TO DATE \$1,247,008.12

- 5. Retainage:
 - a 5 % of Completed Work \$ 62,350.41
 - b 0 % of Stored Material \$0.00

Total Retainage (Line 5a + 5b or) \$ 62,350.41

6. TOTAL EARNED LESS RETAINAGE \$1,184,657.71

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT \$1,175,446.80

8. CURRENT PAYMENT DUE \$9,210.91

9. BALANCE TO FINISH, INCLUDING RETAINAGE \$99,157.97

CHANGE ORDER SUMMARY		ADDITIONS	DEDUCTIONS
Total changes approved in previous months		\$ 1,393.61	\$ 3,758.38
Total approved this Month		\$ -	\$ -
TOTALS		\$ 1,393.61	\$ 3,758.38
NET CHANGES by Change Order			\$-2,384.77

APPLICATION NO: 14
APPLICATION DATE: 3/31/2017
PERIOD TO: 3/31/2017
CONTRACT DATE: 5-JUL-16

Distribution to:	
OWNER:	XXX
ENGINEERS:	
CONTRACTOR:	

The undersigned Contractor certifies that to the best of the Contractor's knowledge information and belief the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due

By: [Signature] DATE: 3/31/17
State of North Carolina
County of Lincoln
Subscribed and sworn to before
me this 31 day of March 2017

Notary Public [Signature] My Commission Expires April 15, 2018



In accordance with the Contractor Documents, based on on-site observations and knowledge comprising this application, the Engineer certifies to the Owner that to the best of the Engineer's knowledge, information and belief the Work had progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED \$9,210.91

(Attach explanations if amount certified differs from the amount approved for final all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified) Engineer:

By: [Signature] Date: 4/27/17
The Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the contractor named hereon. No cash payment and acceptance of payment by without prejudice to any rights of the Owner or Contractor under this contract.

Page 2 of 3												
ITEM NO.	DESCRIPTION OF WORK			SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN DORE)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G/C)	BALANCE TO FINISH (C-G)	RETAINAGE (IF VARIABLE RATE)	
					FROM PREVIOUS APPLICATION (D+E)	THIS PERIOD						
1	Mobilization	1	LS	\$63,809.02	99.00%	1.00%		\$ 63,809.02	100.00%	\$ -	\$ 3,190.45	
2	Surveying	1	LS	\$9,500.00	100.00%	0.00%		\$ 9,500.00	100.00%	\$ -	\$ 475.00	
3	Site Preparation - Incl (Clearing, Grading, Storm and Erosion)	1	LS	\$191,629.58	98.00%	2.00%		\$ 191,629.58	100.00%	\$ -	\$ 9,581.48	
4	Water, Sanitary Sewer and Electric Utilities	1	LS	\$115,129.56	100.00%	0.00%		\$ 115,129.56	100.00%	\$ -	\$ -	
5	Parking Lot - Paved for 23 cars and Entrance Rd	1	LS	\$78,629.58	100.00%	0.00%		\$ 78,629.58	100.00%	\$ -	\$ 5,756.48	
6	Walking Trail - Paved Trail with 2 Benches	1	LS	\$96,607.11	100.00%	0.00%		\$ 96,607.11	100.00%	\$ -	\$ 3,931.48	
7	Playground (Play equipment, accessible surface 2 benches)	1	LS	\$130,124.15	100.00%	0.00%		\$ 130,124.15	100.00%	\$ -	\$ 4,830.36	
8	Picnic Shelter - 25 x 25 feet (2 grills, 4 picnic tables, and 2 trash receptacles)	1	LS	\$50,000.00	100.00%	0.00%		\$ 50,000.00	100.00%	\$ -	\$ 6,506.21	
9	Restroom Building, 750 SF	1	LS	\$212,850.00	100.00%	0.00%		\$ 212,850.00	100.00%	\$ -	\$ 2,500.00	
10	Landscaping	1	LS	\$23,750.00	78.00%	22.00%		\$ 23,750.00	100.00%	\$ -	\$ 10,642.50	
11	Road Widening	1	LS	\$228,000.00	100.00%	0.00%		\$ 228,000.00	100.00%	\$ -	\$ 1,187.50	
12	Construction Testing Allowance	1	LS	\$2,000.00	100.00%	0.00%		\$ 2,000.00	100.00%	\$ -	\$ 11,400.00	
13	Electrical Allowance	1	LS	\$6,000.00				\$ -	0.00%	\$ 6,000.00	\$ -	
14	PVC Conduit	1	LS	\$7,500.00				\$ -	0.00%	\$ 7,500.00	\$ -	
15	Contingency	1	LS	\$60,651.45	74.16%	0.00%		\$ 44,979.12	74.16%	\$ 15,672.33	\$ 2,248.96	
		1	LS					\$ 1,247,008.12		\$ 29,172.33	\$ 62,350.42	

ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G/C)	BALANCE TO FINISH (C-G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D+E)	THIS PERIOD					
1	HWY 601 Road Widening								
2	Utility Locate	\$4,022.76	100.00%			\$4,022.76	100.00%	\$ -	\$ -
3	Adjust Valve Boxes	\$122.13	100.00%			\$122.13	100.00%	\$ -	\$ 201.14
4	Box Out for Road Widening	\$9,505.29	100.00%			\$9,505.29	100.00%	\$ -	\$ 6.11
5	Clearing	\$4,321.96	100.00%			\$4,321.96	100.00%	\$ -	\$ 475.26
6	Driveway Reconstruction	\$15,034.87	100.00%			\$15,034.87	100.00%	\$ -	\$ 216.10
7	Imported Fill	\$16,439.26	100.00%			\$16,439.26	100.00%	\$ -	\$ 751.74
8	Inlet Protection (Block and Gravel)	\$2,347.21	100.00%			\$2,347.21	100.00%	\$ -	\$ 821.96
9	Leveling/Wedging (Allowance)	\$30,394.65	100.00%			\$30,394.65	100.00%	\$ -	\$ 117.36
10	Milling	\$3,780.26	100.00%			\$3,780.26	100.00%	\$ -	\$ 1,519.73
11	Pavement 2" 9.5C Overlay	\$48,278.04	100.00%			\$48,278.04	100.00%	\$ -	\$ 189.01
12	Pavement 8" B25.0C	\$31,594.05	100.00%			\$31,594.05	100.00%	\$ -	\$ 2,413.90
12	Pavement 3" I19.0C	\$13,533.39	100.00%			\$13,533.39	100.00%	\$ -	\$ 1,579.70
13	RCP 18"	\$6,391.55	100.00%			\$6,391.55	100.00%	\$ -	\$ 676.67
14	RCP FES 18"	\$3,983.49	100.00%			\$3,983.49	100.00%	\$ -	\$ 319.58
15	Regrade Shoulders and Seed	\$11,158.92	100.00%			\$11,158.92	100.00%	\$ -	\$ 199.17
16	Relocate Existing Mailboxes	\$1,557.05	100.00%			\$1,557.05	100.00%	\$ -	\$ 557.95
17	Rip-Rap Aprons	\$1,114.03	100.00%			\$1,114.03	100.00%	\$ -	\$ 77.85
18	Rock Pipe Inlet Protection	\$1,265.95	100.00%			\$1,265.95	100.00%	\$ -	\$ 55.70
19	Sawcut Pavement	\$2,009.96	100.00%			\$2,009.96	100.00%	\$ -	\$ 63.30
20	Silt Logs	\$1,436.84	100.00%			\$1,436.84	100.00%	\$ -	\$ 100.50
21	Silt Fence	\$619.68	100.00%			\$619.68	100.00%	\$ -	\$ 71.84
22	Striping	\$9,364.25	100.00%			\$9,364.25	100.00%	\$ -	\$ 30.98
23	Traffic Control	\$9,724.41	100.00%			\$9,724.41	100.00%	\$ -	\$ 468.21
						\$228,000.00		\$ -	\$ 11,399.98

34

Park Report

Discuss
Old Fairview
School
Building

NORTH CAROLINA

UNION COUNTY

LEASE AGREEMENT

THIS AGREEMENT, by and between the Union County Board of Education, 400 N. Church Street, Monroe, North Carolina, 28112, party of the first part, (hereinafter "Lessor"), and the Town of Fairview, P.O. Box 2480, Monroe, North Carolina, 28111, party of the second part, (hereinafter "Lessee"), all of Union County, North Carolina was originally entered and effective on June 30, 2009. However the original has been misplaced and the parties are resigning the lease on this date but it is retroactive to June 30, 2009 as if signed on that date.

WITNESSETH:

That, in consideration of the rental hereinafter set out and subject to the terms and conditions hereinafter set forth, said Lessor does hereby let and lease unto said Lessee and the said Lessee does hereby accept as Lessee of the said Lessor certain land and the building(s) and improvements thereon located and situated in the Town of Fairview, Union County, North Carolina, and more particularly described as that real property located at 7516 Concord Highway, Monroe, North Carolina, 28110, and being tax parcel Number 08189011, a portion of the real property known as the old Fairview Elementary School site ("the property").

Lessee's use will be limited to one building and parking facilities as agreed upon with Lessor. Space used by the UCPS Maintenance Department shall be in a separate building from that let to Lessee.

Lessee acknowledges that the property leased hereby is subject to the license agreement between the Union County Board of Education and Bethlehem Presbyterian Church, a copy of which is attached hereto and incorporated herein.

TERM

The term of this lease shall be for five (5) years, commencing on July 1, 2009, and ending on June 30, 2014, unless sooner terminated as provided herein.

RENTAL

The Lessee shall pay to the Lessor as rental the sum of one dollar (\$1.00) per year payable in advance at the beginning of each lease year.

UTILITIES

All costs associated with the use of the leased building by the Lessee shall be paid by the Lessee including but not limited to: electricity, water, sewer, gas and solid waste which shall be prorated from the bill for the entire property.

MAINTENANCE AND REPAIRS

The Lessee shall maintain the leased building in a clean condition. The Lessee shall take reasonable precautions to prevent damage to the leased property, and to prevent bodily and personal injury.

Lessor will provide landscaping and maintenance to the grounds and parking lot.

Lessor will repair or replace damage (except that damage caused by Lessee or its invitees) or failure of the structural parts of the building, including the roof, walls, foundation and floors (but not floor coverings). Lessee will pay the first \$500.00 of cost of repair and/or replacement of the mechanical, electrical and plumbing equipment or fixtures. Lessee may paint the portion of the property subject to this Lease Agreement at its sole expense. Any painting will be coordinated as to type of paint and color with Lessee.

At the end of the term of this lease or at the earlier termination thereof, Lessee agrees to return said premises peaceably and promptly in as good as condition as they were in at the beginning of the term, normal wear, tear and depreciation excepted.

IMPROVEMENTS BY LESSEE

It is understood and agreed that the Lessee shall not make any permanent improvements to the demised premises without the prior written approval of the Lessor, and that such improvements will be at the sole expense of the Lessee. All permanent improvements become the property of the Lessor. Any damage caused by the removal of fixtures shall be repaired at the Lessee's expense.

SIGN

Lessee may erect a sign or signs to identify its use of the premises provided:

1. Such sign must comply with all applicable regulations.
2. Any damage caused on the removal of such sign will be promptly repaired.

ENVIRONMENTAL

During the term of this Lease, the Lessee shall comply with all applicable federal, state, and local environment laws including but not limited to the use, storage, and release of hazardous material and petroleum products. Lessee agrees to pay for all costs associated with, defend, indemnify, and hold harmless Lessor from, claims, damages, expenses, encumbrances, fees, fines, penalties, clean-up, or other costs associated with violation of any environmental law due to the Lessee's use and possession of the leased property.

INSURANCE

The Lessor agrees to maintain fire and extended coverage insurance on the building and improvements. Lessee will provide and maintain insurance on its property (Tenant's Coverage) and general liability insurance in an amount of not less than \$1 million dollars coverage per accident, with Lessor names as additional insured.

HOLD HARMLESS AGREEMENT

Lessee shall indemnify and hold harmless Lessor from and against any and all loss, claims, judgment, cost including attorney's fees, damages, expense, and liability caused by any accident or other occurrence causing bodily injury or property damage to any person or property arising from the use or injuries arising from the use or occupancy of the demised property by the Lessee save and except any damages or injuries arising due to the negligence of the Lessor or its agents. Lessor's right to indemnify from Lessee is not limited by the insurance required of Lessee.

RIGHT OF INSPECTION/EMERGENCIES

The Lessor reserves the right to enter the leased property and inspect it upon reasonable notice at customary hours of operation. In the event of an emergency where the safety and security of the property is at risk, Lessor may enter and remedy the danger to the building or occupants. The reasonable and necessary cost of such action shall be charged to the Lessee.

PROHIBITION OF SUBLEASING

This Lease may not be assigned or the premises subleased without the prior written consent of the Lessor.

FORFEITURE FOR NONCOMPLIANCE

It is expressly agreed that if Lessee shall neglect to do and perform any matter or thing herein agreed to be done and performed by it and shall remain in default thereof for a period of thirty days after written notice from Lessor calling attention to such default, Lessor may declare this lease terminated and canceled and take possession of said premises without prejudice to any other legal remedy it may have on account of such default. Said notice may be given to the person at such time in charge of said premises or sent by first class mail to Lessee addressed to Town of Fairview, North Carolina, P.O. Box 2480, Monroe, North Carolina, 28111.

TERMINATION

Either party shall have the right to terminate this Lease Agreement without cause upon sixty (60) days written notice to the other party.

ENTIRE AGREEMENT

This instrument shall constitute the entire understanding between the parties superseding any and all previous understandings oral or written pertaining to the subject matter contained herein.

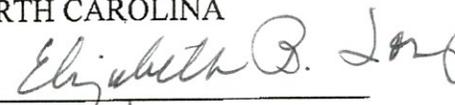
THE UNION COUNTY
BOARD OF EDUCATION

By: 

Title: Board Chair

Date: April 9, 2013

THE TOWN OF FAIRVIEW,
NORTH CAROLINA

By: 

Title: Mayor

Date: 5-20-2013

Discuss & Appoint New Auditor

Ed Humphries

From: Ed Humphries
Sent: Thursday, May 04, 2017 8:42 AM
To: Ed Humphries
Subject: Fwd: Fairview and Unionville

Sent from my iPhone

Begin forwarded message:

Darrell,

Thank you for considering our firm for Fairview and Unionville's upcoming 6/30/17 audits. My partners and I have discussed your needs, and we think we will be able to meet them. We propose doing Fairview's audit for 6/30/17 for \$6,800 and Unionville's audit for 6/30/17 for \$8,400. I believe these are the 6/30/16 fees for both towns. We generally charge \$125 per hour for any bookkeeping services we perform and also for any Single audit services. I do not believe either town will be subject to Single audit per the information you have provided us. Bookkeeping services would include any additional time needed for reconciliations, preparing the AFIR, etc.

Please let me know if you have any questions. We look forward to hearing from you soon.

Deneal

--

Deneal H. Bennett, CPA
J.B. Watson & Co., PLLC
Phone: 704.694.5174
Fax: 704.694.6970
Mobile: 704.465.8323

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