

## Agenda

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# *Town of Fairview*



## Agenda

Town Council Meeting

**June 13, 2016**

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*
- b) Land Use Report---*Report Accepted as Information*
- c) CRTPO --- *Report Accepted as Information*
- d) Monroe/Union County Economic Development Committee Report--- No May Meeting
- e) Approve Council Regular Meeting Minutes for May 9, 2016
- f) Approve Council Special Meeting Minutes for May 23, 2016

# Agenda

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## 4. Items of Business:

**Item 1: Conduct Public Hearing** on Proposed 2016-17 Budget

Mayor Thomas to open Public Hearing

Darrell Baucom explains Proposed 2016-17 Fiscal Year Budget

Public Comments

Mayor Thomas to Close Public Hearing

**Item 2: Adopt** the 2016-17 Fiscal Year Budget Ordinance --- *Darrell Baucom*

**Item 3: Approve** 2015-16 Fiscal Year Budget Ordinance **Amendment # 3**  
--- *Darrell Baucom*

**Item 4: Approve** Fairview Park Project Ordinance Amendment #2 --- *Darrell Baucom*

**Item 5: Appoint** a Project Manager for the Park construction with authority to approve changes to the park construction up to \$2,500.00. Reports on changes will be provided to Council --- *Mayor Thomas*

## 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 May 31, 2016

	May 31, 16
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
American Community Bank	179,720.95
Bank of NC	957,867.20
<b>Total Checking/Savings</b>	1,137,588.15
<b>Other Current Assets</b>	
Franchise Tax Receivable	43,188.53
Investments	
Investments NCCMT	966.28
<b>Total Investments</b>	966.28
<b>Prepaid assets</b>	1,323.00
<b>Sales Tax Receivable</b>	4,001.24
<b>Taxes receivable</b>	3,536.17
<b>Total Other Current Assets</b>	53,015.22
<b>Total Current Assets</b>	1,190,603.37
<b>Fixed Assets</b>	
Accumulated Depreciation	-7,474.08
Computer Equipment	12,643.66
Furniture and Equipment	1,698.00
Land	219,516.33
Land improvements	10,145.00
Leasehold improvements	2,500.00
<b>Total Fixed Assets</b>	239,028.91
<b>Other Assets</b>	
Park development costs	25,055.00
<b>Total Other Assets</b>	25,055.00
<b>TOTAL ASSETS</b>	1,454,687.28
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
Accounts Payable	
Accounts Payable	9,391.98
<b>Total Accounts Payable</b>	9,391.98
<b>Other Current Liabilities</b>	
Accrued payroll	3,436.07
Deferred revenue - ad valorem	4,635.53
Payroll Liabilities	367.68
<b>Total Other Current Liabilities</b>	8,439.28
<b>Total Current Liabilities</b>	17,831.26
<b>Total Liabilities</b>	17,831.26
<b>Equity</b>	
<b>Equity</b>	
Fixed assets	264,083.91
Total Fund Balance	1,244,247.72
<b>Total Equity</b>	1,508,331.63
<b>Retained Earnings</b>	140,494.54
<b>Net Income</b>	-211,970.15
<b>Total Equity</b>	1,436,856.02

6:49 PM

06/08/16

Accrual Basis

**Town of Fairview  
Balance Sheet  
As of May 31, 2016**

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**TOTAL LIABILITIES & EQUITY**

**May 31, 16**

**1,454,687.28**

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6:52 PM

06/08/16

Accrual Basis

**Town of Fairview**  
**Profit & Loss Budget vs. Actual**  
**July 2015 through June 2016**

	Jul '15 - Jun 16	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Ad Valorem taxes	71,137.44	69,100.00	2,037.44
Alcoholic beverage	720.54		
Cable TV franchise taxes	2,786.49	2,750.00	36.49
Fund balance appropriated		1,014,788.00	-1,014,788.00
Interest on delinquent taxes	265.84		
Investment income	2,907.99	3,400.00	-492.01
Motor vehicle taxes	9,479.53	10,000.00	-520.47
PARTF Grant reimbursement	5,505.00	317,550.00	-312,045.00
Sales and use tax	21,004.45	22,500.00	-1,495.55
Sales and use tax refund	130.26		
Special appro from Gen Assembly		185,000.00	-185,000.00
Utility Franchise taxes	117,005.47	150,000.00	-32,994.53
Zoning fees	3,085.00	3,400.00	-315.00
<b>Total Income</b>	<b>234,028.01</b>	<b>1,778,488.00</b>	<b>-1,544,459.99</b>
<b>Expense</b>			
Advertising and Promotion	810.92	1,000.00	-189.08
Audit fees	6,800.00	6,800.00	
Bank Service Charges	24.51	100.00	-75.49
Capital outlay	29,222.00	1,341,330.00	-1,312,108.00
Charitable Contributions	224,978.98	225,000.00	-21.02
Collection fees	1,269.78	1,440.00	-170.22
Computer and Internet Expenses	7,081.15	7,500.00	-418.85
Dues and Subscriptions	5,143.00	5,500.00	-357.00
Elections expense	2,721.33	3,000.00	-278.67
Grants	4,000.00	5,000.00	-1,000.00
Insurance Expense	4,706.98	5,000.00	-293.02
Legal fees	5,194.74	6,000.00	-805.26
Meals and Entertainment	203.05		
Miscellaneous Expense	233.92	1,000.00	-766.08
Office Supplies	1,844.90	3,000.00	-1,155.10
Park Maintenance	235.00	2,000.00	-1,765.00
Park start-up and nonreimburse	35,037.40	35,100.00	-62.60
Payroll Expenses	28,722.53	33,000.00	-4,277.47
Payroll taxes	4,842.42	5,600.00	-757.58
Planning and zoning	36,766.61	40,018.00	-3,251.39
Postage and Delivery	29.34		
Professional Fees	2,225.00	3,000.00	-775.00
Public Safety	30,000.00	30,000.00	
Rent Expense	3,000.00	3,000.00	
Repairs and Maintenance	479.29	1,000.00	-520.71
Solid Waste Manage cost share	8,000.00	8,000.00	
Telephone Expense	3,247.42	3,600.00	-352.58
Training fees	1,065.00	1,250.00	-185.00
Travel Expense	862.89	1,250.00	-387.11
<b>Total Expense</b>	<b>448,748.16</b>	<b>1,778,488.00</b>	<b>-1,329,739.84</b>
<b>Net Ordinary Income</b>	<b>-214,720.15</b>		<b>-214,720.15</b>
<b>Net Income</b>	<b>-214,720.15</b>		<b>-214,720.15</b>

6

**Town of Fairview**  
**Transactions by Account**  
**As of June 3, 2016**

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>American Community Bank</b>							196,696.22
Deposit	04/30/2016			Interest	8.88		196,705.10
Deposit	05/03/2016			Deposit	300.00		197,005.10
Bill Pmt -Check	05/06/2016	101589	Alfred Benesch & Compa...	Construction administration for ...		2,162.00	194,843.10
Bill Pmt -Check	05/06/2016	101590	Brian C. Austin	Maintenance for yard		135.00	194,708.10
Bill Pmt -Check	05/06/2016	101591	Clark, Griffin and McColl...	Retainer for May		300.00	194,408.10
Bill Pmt -Check	05/06/2016	101592	Computer Networkd	Server and email hosting		260.00	194,148.10
Bill Pmt -Check	05/06/2016	101593	Darrell H. Baucom	expense reimbursement for Apri...		78.60	194,069.50
Bill Pmt -Check	05/06/2016	101594	Fairview VFD and Rescue			2,750.00	191,319.50
Bill Pmt -Check	05/06/2016	101595	Great American Financial...	copier charges		63.34	191,256.16
Bill Pmt -Check	05/06/2016	101596	Phil Thomas	Meeting expense reimbursement		25.00	191,231.16
Bill Pmt -Check	05/06/2016	101597	Union County AP			8,000.00	183,231.16
Check	05/09/2016		Phil Thomas		0.00		183,231.16
Paycheck	05/09/2016	101599	Darrell H. Baucom			900.11	182,331.05
Paycheck	05/09/2016	101598	Bradley W Purser			138.52	182,192.53
Paycheck	05/09/2016	101600	Edward D Humphries			1,975.42	180,217.11
Paycheck	05/09/2016	101601	Gary H Wilfong			138.52	180,078.59
Paycheck	05/09/2016	101602	Greg Morgan			46.17	180,032.42
Paycheck	05/09/2016	101603	Jerry C. Clontz			161.61	179,870.81
Paycheck	05/09/2016	101604	Jesse L Hargett			69.26	179,801.55
Paycheck	05/09/2016	101605	John A Biggers, Jr.			138.52	179,663.03
Paycheck	05/09/2016	101606	John T Phifer			46.17	179,616.86
Paycheck	05/09/2016	101607	Nancy H Randall			46.18	179,570.68
Paycheck	05/09/2016	101608	Patricia H. Kindley			46.17	179,524.51
Paycheck	05/09/2016	101609	Phillip C Thomas			184.70	179,339.81
Paycheck	05/09/2016	101610	Tony FD Helms			46.18	179,293.63
Paycheck	05/09/2016	101611	Teresa Gregorius			711.73	178,581.90
Liability Check	05/09/2016	To Print	IRS	55-0789092		1,738.02	176,843.88
Check	05/09/2016	101615	Ed Humphries_	Expense reimbursement		164.88	176,679.00
Check	05/09/2016	101616	Enquirer Journal	Public hearing notices		286.06	176,392.94
Deposit	05/09/2016			Deposit	1,692.72		178,085.68
Deposit	05/16/2016			Deposit	188.26		178,273.92
Deposit	05/18/2016			Deposit	150.00		178,423.92
Check	05/19/2016		Verizon Wireless	Ed's cell phone		128.52	178,295.40
Deposit	05/23/2016			Deposit	862.32		179,157.72
Deposit	05/24/2016			Deposit	720.54		179,878.26
Check	05/25/2016		Frontier Telephone	office phone		165.28	179,712.98
Deposit	05/31/2016			Interest	7.97		179,720.95
<b>Total American Community Bank</b>					<b>3,930.69</b>	<b>20,905.96</b>	<b>179,720.95</b>
<b>TOTAL</b>					<b>3,930.69</b>	<b>20,905.96</b>	<b>179,720.95</b>

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		760.50
Total incurred costs-to-date				55,037.50
Reimbursements received from PARTF November 4, 2016				18,032.50
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

### Zoning Permits 2016

2016

<u>Date</u>	<u>CK#</u>	<u>Permit #</u>	<u>Type</u>	<u>Fee \$</u>	<u>Name</u>	<u>Address</u>	<u>Parcel#</u>
12-Jan	4353	A-16-001	Accessory	\$50	Tomberlin Inc	9716 Tallwood Dr. IT	8210037
Totals		1		\$50			

11-Feb	4353	S-16-002	Sign	\$35	Union County Schools	Fairview Elem School	08219010b
9-Feb	167	C-16-003	Comp	\$100	Breece	1225 Crowell Dairy Road	0825513A

Totals 2 \$135

3-Mar	3493	A-16-004	Accessory	\$50	Matthew Antone	1731 Garrett Road	8285064
10-Mar	2062	H-16-005	Home	\$50	John Beard-Schumacher	116 George Watkins Tr	8255004
10-Mar	13948	H-16-006	Home	\$50	Kelly Thomas--Helms	1032 Biggers Farm	0818004D
22-Mar	N/A	TC-16-007	Farm	N/A	Fairview	Bona Fide Farms	N/A
22-Mar	167	C-16-008	Compliance	\$100	Tomberlin--Spidel	741 Roy Kindley Road	08150013B
24-Mar	Cash	U-16-009	Upfit	\$50	Starnes Const--Hinson	9216 Concord Highway IT	8183007
29-Mar	1114	H-16-010	Home	\$50	Livarchuk	1615 Crowell Dairy Road	8282020
31-Mar	597	C-16-011	Compliance	\$100	Chad Julka-Contractor	402 Duck Creek Lane	8216027

Totals 8 \$450

5-Apr	2151	A-16-012	Accessory	\$50	Luten Const	8811 Noah Helms Road	08285031B
11-Apr	2047	U-16-013	Upfit	\$50	Lyons	7916 Surry Lane	8222087
12-Apr	1040	H-16-014	Home	\$50	Plyer	523 Hopewell Church Road	08183002C

14-Apr	cash	C-16-015	Compliance	\$100	Nance	423 W. Old Dutch	08219015C
21-Apr	N/A	TC 16-016	Text Change	N/A	Town of Fairview	8400 Concord Highway	N/A
26-Apr	7151	A-P-16-017	Pool	\$50	Edgewater Pools	9913 Windrow Dr	8213121
28-Apr	1767	A--16-018	rchery Rang	\$50	Boy Scouts	9408 Belt Road Mid	8210005
28-Apr	16216	NU 16-019	Ufit	\$50	Fairview Grocery	7502 Concord Highway	8189013
Totals		8		\$400			

3-May	1899	C-16-020	Comp	\$100	Jordyn Hazelton	7805 Crooked Creek	08120019G
3-May	2715	AP-16-021	Pool	\$50	Amenities Unl	8401 Ferguson Farm Road	08084001B
10-May	4031	Ru-16-022	Ufit	\$50	John Dragonetti	437 Foxglove Lane	8213157
10-May	2077	H-16-023	Home	\$50	G. Morgan	6508 Morgans Cove Rd	8192021
10-May	1167	AP-16-024	Pool	\$50	Brent Berry	628 Heritage View	8213023
24-May	54949	C-16-025	Compliance	\$100	Clint Medlin	6507 Little Road	8084007
Totals		6		\$400			



**Neil Burke, AICP PTP | Planning Coordinator**  
Charlotte Regional Transportation Planning Organization  
704-353-0198 | [nburke@charlottenc.gov](mailto:nburke@charlottenc.gov)

## **June TCC Meeting**

The next TCC meeting is scheduled for Thursday, June 2 in Room 267 of the Charlotte-Mecklenburg Government Center.

**If you would like to have an item placed on the agenda, the following information must be e-mailed to me no later than close of business on Wednesday, May 25:**

- The name of the item as it should appear on the agenda
- A brief description of the topic
- Presenter's name
- Estimated presentation length

## **May 18 MPO Meeting Results**

Miscellaneous 2016-2025 TIP Amendments: The MPO approved amendments to the 2016-2025 Transportation Improvement Program for nine locally administered projects.



**Town of Fairview  
Regular Meeting  
May 9, 2016**

The following Council members were present: Mayor Phil Thomas, John Biggers, 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**

Mayor Thomas requested that the Park Project Capital Project Ordinance Amendment #1 be added as Item #7.

Darrell Baucom requested that in Item #5 the amount should read \$7,050.

**Approval of Agenda**

John Biggers made a motion to approve the agenda as amended. Gary Wilfong seconded the motion. Councilmen Biggers, Clontz, Purser and Wilfong voted yes (4-0).

**Public Comments**

None

**Consent Agenda**

- a) Accept Financial and Tax Reports as Information
- b) Accept Land Use Report as Information
- c) Accept CRTPO Report as Information
- d) Accept Monroe/Union County Economic Development Committee Report as Information
- e) Approve Council Minutes for April 11, 2016

- f) Approve Council Budget Workshop Minutes for April 25, 2016
- g) Approve Council Closed Session Minutes for April 25, 2016 (Not to be opened to the public)
- h) Call a Public Hearing for Budget Year 2016-2017 at the Town's regular monthly meeting on June 13, 2016 at 7:00 PM

Jerry Clontz made a motion to approve the consent agenda. Gary Wilfong seconded the motion. Councilmen Biggers, Clontz, Purser and Wilfong voted yes (4-0).

**Items of Business**

A. Conduct Public Hearing for Text Amendment TC 16-016

Ed Humphries explained that Text Amendment TC 16-016 would be an addition to the Table of Uses of the Fairview Land Use Ordinance under the heading "Event Venue/Center". The definition of an Event Venue/Center would be: A facility for meeting and gatherings, such as reunions, conventions, private parties, and other similar ceremonies. This Use is allowed in RA40, R40, B-4, and HC with a Conditional Use permit.

Mayor Thomas to open Public Hearing

No Public Comments

Mayor Thomas closed the Public Hearing

B. Approve Text Amendment TC 16-016

Jerry Clontz made a motion to approve Text Amendment TC 16-016 to include the zoning statement "The proposed zoning amendment under consideration is found to be reasonable and consistent with the recommendations of the Town's adopted comprehensive plan, the Town of Fairview Land Use Plan (Revised August 11, 2014), and the Town of Fairview Land Use Ordinance (effective July 1, 2005). John Biggers seconded the motion. Councilmen Biggers, Clontz, Purser and Wilfong voted yes (4-0).

C. Appoint 2 members to Park & Rec Committee

Jerry Clontz submitted applications from Rachel Outen and Scott Cuthbertson for the vacant Park & Rec positions to the Council for their review. After discussion, Mr. Clontz made a motion that both applicants be approved for a three year term on the Park & Rec Committee. Bradley Purser seconded the motion. Councilmen Biggers, Clontz, Purser and Wilfong voted yes (4-0).

D. Park & Recreation Report

Mr. Clontz reported that the two park bids received came in much higher than expected. Jeff Ashbaugh, Alfred Benesch & Co. approached the low bidder (Eagle Wood, Inc.) and

requested that they revise their bid and cut/reduce as much as feasible. The Park & Rec Committee reviewed the revised items and made their recommendations at their May 5<sup>th</sup> meeting.

Mr. Clontz stated that he had contacted Mr. Ashbaugh and Eagle Wood, Inc. and the only date they both are available was May 17<sup>th</sup>. After discussion, it was agreed that the Planning Board meeting scheduled for May 17<sup>th</sup> could be cancelled and the Park & Rec would hold a workshop at 6:00 PM on May 17<sup>th</sup>. Mr. Clontz extended an invitation to the Town Council to attend the meeting.

Mayor Thomas announced that the NC Board of Transportation has approved \$185,000 from the Statewide Contingency Fund to be used for the turn lane into the park.

E. Approve audit contract with Moyer, Smith & Roller, PA in the amount of \$7,050

Darrell Baucom presented the audit contract from the CPA. After a brief discussion, Bradley Purser made a motion to approve the audit contract with Moyer, Smith & Roller, PA in the amount of \$7,050. Jerry Clontz seconded the motion. Councilmen Biggers, Clontz, Purser and Wilfong voted yes (4-0).

F. Discuss proposed budget for 2016-2017

Darrell Baucom presented the budget with the changes that were discussed at the Budget Workshop on April 25<sup>th</sup>. The Council discussed various line items. Jerry Clontz made a motion to cap the donation to the fire department to \$60,000 per year (amount includes the fire truck payment of approximately \$52,000). After discussing, Council requested that Ed Humphries contact the fire department for additional budget information. Mr. Clontz withdrew his first motion. Mr. Clontz made a motion that the Town pay the fire department \$619 per month for public safety. There was not a second for Mr. Clontz's motion. Motion died.

G. Approve Park Project Amendment #1

Darrell Baucom presented the Park Project Capital Project Ordinance Amendment #1. Gary Wilfong made a motion to approve Park Project Capital Project Ordinance Amendment #1. Jerry Clontz seconded the motion. Councilmen Biggers, Clontz, Purser and Wilfong voted yes (4-0).

**Council Comments**

Bradley Purser questioned whether Joe McCollum's fee increase was added to the budget and was informed it was.

Jerry Clontz stated that the funds approved from the Statewide Contingency Fund were made possible by a request to Representative Mark Brody during the Park Groundbreaking Ceremony and subsequent calls and emails from Mr. Clontz and Mayor Thomas to various representatives. It just goes to show that it never hurts to ask.

Mayor Thomas stated that he, Mr. Humphries and Ms. Gregorius met with Paul Friday to discuss updating the resident survey. The 2011 survey questions were revised and a draft copy of the new survey was given to the Council to review and make recommendations. Mayor Thomas requested that Council send their changes/recommendation to Mr. Humphries or Ms. Gregorius by June 1<sup>st</sup> so that it can be included on the June 13<sup>th</sup> Council meeting agenda.

Mayor Thomas stated that the Mayor's Blog is now on the Town website. He encouraged everyone to go to the website and read it. He stated he strives to be factual about what the Council has been doing.

Jerry Clontz made a motion to adjourn. Bradley Purser seconded the motion. Councilmen Clontz and Purser voted yes (2-0).

Respectfully submitted,

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Teresa Gregorius  
Town Clerk

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Phil Thomas  
Mayor

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2016



**Town of Fairview  
Special Meeting  
May 23, 2016**

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

**Public Comments**

None

**Items of Business**

**A. Approve** contract with Eagle Wood Inc. for park construction

Jerry Clontz stated the Park & Rec Committee voted to recommend the Eagle Wood Inc. bid of \$1,276,180.45 for the park construction to the Council. The Councilmen expressed their views regarding the bid and thanked the Park & Rec Committee for their work on the park project.

Jerry Clontz made a motion to approve the Eagle Wood Inc. bid of \$1,276,180.45 for the park construction. Gary Wilfong seconded the motion. Councilmen Clontz, Purser and Wilfong voted yes (3).

**B. Authorize** Mayor Thomas to sign Eagle Wood Inc. construction contract

Jerry Clontz made a motion that Mayor Phil Thomas be authorized to sign the contract from Eagle Wood Inc. for the park construction. Bradley Purser seconded the motion. Councilmen Clontz, Purser and Wilfong voted yes (3).

**C. Approve** contract Design Amendment #2 with Alfred Benesch in the amount of \$9,700

Jerry Clontz stated that the additional work required as a result of NCDOT requiring the turn lane resulted in the Design Amendment #2 from Benesch. This amendment includes the turn lane as well as the water line relocation design and all submittals.

Jerry Clontz made a motion to approve the Alfred Benesch Design Amendment A#2 contract in the amount of \$9,700. Gary Wilfong seconded the motion. Councilmen Clontz, Purser and Wilfong voted yes (3).

Bradley Purser made a motion to adjourn. Gary Wilfong 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 \_\_\_\_\_, 2016

# Public Hearing

Proposed 2016-2017 Budget

**Adopt  
2016-2017  
Fiscal Year  
Budget  
Ordinance**

**Town of Fairview**  
**Budget Ordinance Fiscal Year 2016-2017**

Be it ordained by the Governing Board of the Town of Fairview, NC:

Section I: It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

Current year ad valorem property tax	\$ 70,500
Investment income	\$ 2,400
Motor vehicle taxes	\$ 7,600
Sales and use tax	\$ 24,000
Utility Franchise taxes	\$169,000
Zoning fees	\$ 3,000
Fund balance appropriated	\$(30,254)

Total income	\$246,246
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Section II: The following appropriations are hereby made in the General Fund for the operation of the town government and its activities for the fiscal year beginning July 1, 2016 and ending June 30, 2017:

Advertising	\$ 600
Audit fees	\$ 7,050
Charitable donations to VFD	\$ 52,568
Collection fees	\$ 1,200
Computer and internet expenses	\$ 6,000
Dues and subscriptions	\$ 5,250
Festival expense	\$ 10,000
Grants	\$ 5,000
Insurance expense	\$ 6,000
Legal fees	\$ 6,000
Office supplies	\$ 4,200
Park maintenance	\$ 6,000
Payroll expenses	\$ 33,383
Payroll taxes	\$ 5,570
Planning and zoning	\$ 39,425
Professional fees	\$ 10,000
Public Safety	\$ 30,000
Rent expense	\$ 3,000
Repairs and maintenance	\$ 1,000
Solid waste management cost sharing	\$ 8,000
Telephone	\$ 3,600
Training	\$ 1,200
Travel	\$ 1,200
 Total	 \$246,246

Section III: Levy of taxes

There is hereby levied a tax rate of \$.02 per one hundred dollars valuation of property as listed as of January 1, 2016 for the purpose of raising the revenue listed as "Current year ad valorem property tax" in the General Fund in Section I of this ordinance.

Section IV: The Finance Officer is hereby authorized to transfer appropriations as contained herein under the following conditions:

- a) They may transfer amounts between line item expenditures within a department without limitation and without a report being prepared.
- b) They may transfer amounts up to \$1,000 between departments, including contingency appropriations within the same fund. They must make an official report on such transfers at the next regular meeting of the Governing Board.

Section V: Copies of this Budget Ordinance shall be furnished to the Clerk to the Governing Board and the Finance Officer to be kept on file by them for direction in the disbursement of funds.

Adopted this 13<sup>th</sup> day of June, 2016

Phillip C. Thomas  
Mayor

**Town of Fairview**  
**Profit & Loss Budget Overview**  
 July 2016 through June 2017

	<u>Operating</u> <u>Budget</u> <u>Jul '16 - Jun 17</u>	<u>Park Project</u> <u>Budget</u> <u>16/17</u>	<u>Total</u> <u>Budget</u> <u>16/17</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Ad Valorem taxes	70,500.00		70,500.00
Fund balance appropriated	-30,254.48	838,780.00	808,525.52
Investment income	2,400.00		2,400.00
Motor vehicle taxes	7,600.00		7,600.00
PARTF grant	0.00	317,550.00	317,550.00
Special approp from G Assembly		185,000.00	
Sales and use tax	24,000.00		24,000.00
Utility Franchise taxes	169,000.00		169,000.00
Zoning fees	3,000.00		3,000.00
<b>Total Income</b>	<u>246,245.52</u>	<u>1,341,330.00</u>	<u>1,587,575.52</u>
<b>Expense</b>			
Advertising and Promotion	600.00		600.00
Audit fees	7,050.00		7,050.00
Capital outlay	0.00	1,341,330.00	1,341,330.00
Charitable Contributions	52,568.00		52,568.00
Collection fees	1,200.00		1,200.00
Computer and Internet Expenses	6,000.00		6,000.00
Dues and Subscriptions	5,250.00		5,250.00
Festival expense	10,000.00		10,000.00
Grants	5,000.00		5,000.00
Insurance Expense	6,000.00		6,000.00
Legal fees	6,000.00		6,000.00
Office Supplies	4,200.00		4,200.00
Park Maintenance	6,000.00		6,000.00
Payroll Expenses	33,382.68		33,382.68
Payroll taxes	5,569.80		5,569.80
Planning and zoning	39,425.04		39,425.04
Professional Fees	10,000.00		10,000.00
Public Safety	30,000.00		30,000.00
Rent Expense	3,000.00		3,000.00
Repairs and Maintenance	1,000.00		1,000.00
Solid Waste Manage cost share	8,000.00		8,000.00
Telephone Expense	3,600.00		3,600.00
Training fees	1,200.00		1,200.00
Travel Expense	1,200.00		1,200.00
<b>Total Expense</b>	<u>246,245.52</u>	<u>1,341,330.00</u>	<u>1,587,575.52</u>
<b>Net Ordinary Income</b>			
<b>Net Income</b>			

**Approve  
2015-2016  
Fiscal Year  
Budget  
Ordinance  
Amendment 3**

**The Town of Fairview**  
**AN ORDINANCE TO AMEND THE**  
**BUDGET FOR FISCAL YEAR 2015-16**  
**BUDGET AMENDMENT 3**

**WHEREAS**, an ordinance establishing an annual budget for the Town of Fairview for the 2015-2016 fiscal year has been prepared and approved by the Town Council in conformance with North Carolina General Statute 159-8; and

**WHEREAS**, North Carolina General Statute 159-15 provides for the amendment of the budget ordinance by the Town Council as determined appropriate; and

**WHEREAS**, an amendment to the budget ordinance for fiscal year 2015-2016 is needed to reflect certain alterations to the authorized revenues and expenditures of the General Fund since the beginning of the budget year:

**NOW, THEREFORE, BE IT ORDAINED** by the Town Council for the Town of Fairview at this meeting of the Town Council held on June 13, 2016 that the following amendments be made to the budget ordinance for fiscal year 2015-2016:

**SECTION 1. GENERAL FUND**

	<b>FROM</b>	<b>TO</b>
<b>ANTICIPATED REVENUES</b>		
Fund balance appropriated	\$ 516,973	\$1,014,788
Investment income	\$ 2,400	\$ 3,400
Cable TV Franchise taxes	\$ 2,800	\$ 2,750
PARTF grant reimbursement	\$ 317,550	\$ 317,550
Special appropriation from General Assembly	\$ 0	\$ 185,000
Motor vehicle taxes	\$ 6,900	\$ 10,000
Sales and use tax	\$ 25,000	\$ 22,500
Zoning fees	\$ 4,800	\$ 3,400
<b>TOTAL ANTICIPATED REVENUES</b>	<b>\$1,095,523</b>	<b>\$1,778,488</b>

**ANTICIPATED EXPENDITURES**

Advertising	\$ 780	\$ 1,000
Bank service charges	\$ 240	\$ 100
Capital outlay	\$635,100	\$1,341,330
Computer and internet	\$ 8,300	\$ 7,500
Dues and subscriptions	\$ 5,000	\$ 5,500

Education and training	\$ 1,000	\$ 1,250
Elections expense	\$ 3,145	\$ 3,000
Grants	\$ 7,500	\$ 5,000
Liability insurance	\$ 6,000	\$ 5,000
Miscellaneous	\$ 500	\$ 1,000
Park maintenance	\$ 24,000	\$ 2,000
Park start-up and nonreimburse	\$ 35,000	\$ 35,100
Payroll expenses	\$31,000	\$ 33,000
Professional fees	\$ 2,500	\$ 3,000
Repairs and maintenance	\$ 0	\$ 1,000
Travel	\$ 1,000	\$ 1,250
Zoning administration	\$42,018	\$ 40,018

TOTAL ANTICIPATED EXPENDITURES	\$1,095,523	\$1,778,488
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Ordinance adopted this 13th day of June, 2016.

\_\_\_\_\_  
, Mayor

Attest:

\_\_\_\_\_  
Clerk

**Town of Fairview**  
**Profit & Loss Budget Overview**  
July 2015 through June 2016

	<u>Operating</u> <u>Budget</u> <u>Jul '15 - Jun 16</u>	<u>Park Project</u> <u>Budget</u> <u>Jul '15 - Jun 16</u>	<u>Total</u> <u>Budget</u> <u>Jul '15 - Jun 16</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Ad Valorem taxes	69,100.00		69,100.00
Cable TV franchise taxes	2,750.00		2,750.00
Fund balance appropriated	176,008.00	838,780.00	1,014,788.00
Investment income	3,400.00		3,400.00
Motor vehicle taxes	10,000.00		10,000.00
PARTF Grant reimbursement		317,550.00	317,550.00
Sales and use tax	22,500.00		22,500.00
Special appro from Gen Assembly		185,000.00	185,000.00
Utility Franchise taxes	150,000.00		150,000.00
Zoning fees	3,400.00		3,400.00
<b>Total Income</b>	<u>437,158.00</u>	<u>1,341,330.00</u>	<u>1,778,488.00</u>
<b>Expense</b>			
Advertising and Promotion	1,000.00		1,000.00
Audit fees	6,800.00		6,800.00
Bank Service Charges	100.00		100.00
Capital outlay	0.00	1,341,330.00	1,341,330.00
Charitable Contributions	225,000.00		225,000.00
Collection fees	1,440.00		1,440.00
Computer and Internet Expenses	7,500.00		7,500.00
Dues and Subscriptions	5,500.00		5,500.00
Elections expense	3,000.00		3,000.00
Grants	5,000.00		5,000.00
Insurance Expense	5,000.00		5,000.00
Legal fees	6,000.00		6,000.00
Miscellaneous Expense	1,000.00		1,000.00
Office Supplies	3,000.00		3,000.00
Park Maintenance	2,000.00		2,000.00
Park start-up and nonreimburse	35,100.00		35,100.00
Payroll Expenses	33,000.00		33,000.00
Payroll taxes	5,600.00		5,600.00
Planning and zoning	40,018.00		40,018.00
Professional Fees	3,000.00		3,000.00
Public Safety	30,000.00		30,000.00
Rent Expense	3,000.00		3,000.00
Repairs and Maintenance	1,000.00		1,000.00
Solid Waste Manage cost share	8,000.00		8,000.00
Telephone Expense	3,600.00		3,600.00
Training fees	1,250.00		1,250.00
Travel Expense	1,250.00		1,250.00
<b>Total Expense</b>	<u>437,158.00</u>	<u>1,341,330.00</u>	<u>1,778,488.00</u>
<b>Net Ordinary Income</b>			
<b>Net Income</b>			

Approve  
Fairview Park  
Project  
Amendment 2

**Town OF Fairview**

**PARK PROJECT**

**CAPITAL PROJECT ORDINANCE**

**Amendment #2**

**BE IT ORDAINED** by the Town Council for the Town of Fairview, North Carolina, that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1. The project authorized is the development of the Fairview Park, which consists of the following improvements: playground; restroom facility; picnic shelter; walking track; and other associated site work and improvements.

Section 2. The officers of this unit are hereby directed to proceed with the capital project within the terms of the PARTF Grant documents and the budget contained herein.

Section 3. The following amounts are appropriated for the project:

Design and construction management	\$ 65,150
Cost to develop park including road improvements and relocating water line	\$ 1,215,529
Contingency	\$ 60,651
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Total	\$ 1,341,330

Section 4. The following revenues are anticipated to be available to complete this project:

PARTF Grant Agreement proceeds	\$ 317,550
Fairview matching funds	\$ 317,550
Special appropriation from General Assembly	\$ 185,000
Fairview Fund Balance Appropriations	\$ 521,230
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Total	\$1,341,330

Section 5. The Finance Officer is hereby directed to maintain within the Fairview Park Capital Project Fund sufficient specific detailed accounting records to satisfy the requirements of the PARTF, and State regulations.

Section 6. Funds may be advanced from the General Fund for the purpose of making payments as due. Reimbursement requests should be made to the PARTF agency in an orderly and timely manner.

Section 7. The Finance Officer is directed to report, on a quarterly basis, on the financial status of each project element in Section 3 and on the total revenues received or claimed.

Section 8. The Budget Officer is directed to include a detailed analysis of past and future costs and revenues on this capital project in every budget submission made to this Board.

Section 9. Copies of this Capital Project Ordinance shall be furnished to the City Clerk and to the Finance Officer for direction in carrying out this project.

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Phillip C, Thomas, Mayor

Attest:

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Teresa Gregorius  
Town Clerk

Ordinance adopted this 13th day of June, 2016.

# Appoint Park Project Manager