
Agenda

Town of Fairview



Agenda Town Council Meeting **June 13, 2023 @ 6:30 pm**

Meeting will be in the Fairview Town Hall Meeting Room

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) Fund Balance Worksheet 2022-2023 --- *Report Accepted as Information*
- d) Fairview Park Event May Draft Minutes (*Minutes Accepted as Information*)
- e) Fairview Park Facility May Draft Minutes (*No May Meeting*)
- f) Planning Board May Draft Minutes (*No May Meeting*)
- g) Approve Council Minutes for May 9, 2023

Agenda

h) Approve Updated Fairview Fee Schedule

4. Items of Business:

Item 1: Discuss/Approve budget amendments for the 2022-2023 Budget --- *Darrell Baucom*

Item 2: Public Hearing on proposed 2023-2024 Town Budget

Finance Officer to explain proposed budget

Mayor to Open Public Hearing

**Hear public comments on the proposed 2023-2024
Budget for the Town of Fairview**

Mayor to Close Public Hearing

Item 3: Discuss/Adopt 2023-2024 Budget Ordinance for fiscal year ---*Darrell Baucom*

Item 4: Discuss Heating/Air Quotes for Storage Room --- *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, 2023

	May 31, 23	May 31, 22
ASSETS		
Current Assets		
Checking/Savings		
First National Bank	843,621.57	718,426.57
Total Checking/Savings	843,621.57	718,426.57
Other Current Assets		
Franchise Tax Receivable	29,458.38	30,363.68
Investments		
Investments NCCMT	1,094.97	1,063.30
Total Investments	1,094.97	1,063.30
Other receivables	0.00	78.57
Prepaid assets	7,963.00	3,302.00
Sales Tax Receivable	8,289.82	6,268.63
Sales tax refund - TH Grant	0.00	106.16
Taxes receivable	1,375.23	1,213.71
Taxes receivable - ad valorem	-1,044.61	-3,281.98
Taxes receivable - motor veh	1,156.98	1,142.50
Total Other Current Assets	48,293.77	40,256.57
Total Current Assets	891,915.34	758,683.14
Fixed Assets		
Accumulated Depreciation	-509,525.10	-408,074.09
Building and Improvements	1,332,303.56	1,181,642.75
Computer Equipment	10,073.66	10,073.66
Construction in Progress	8,123.05	0.00
Furniture and Equipment	1,698.00	1,698.00
Land	734,289.94	734,289.94
Land improvements	17,545.00	17,545.00
Leasehold improvements	27,486.25	27,486.25
Park equipment	152,883.99	148,928.88
Rental House	137,436.59	137,436.59
Total Fixed Assets	1,912,314.94	1,851,026.98
TOTAL ASSETS	2,804,230.28	2,609,710.12
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
Accounts Payable	10,677.83	10,287.70
Total Accounts Payable	10,677.83	10,287.70
Other Current Liabilities		
Accrued payroll	4,592.83	4,051.51
Deferred revenue - ad valorem	1,393.39	1,227.22
Payroll Liabilities	124.75	635.83
Prepaid taxes	41.29	33.95
Security deposit - rental house	1,450.00	0.00
Total Other Current Liabilities	7,602.26	5,948.51
Total Current Liabilities	18,280.09	16,236.21
Long Term Liabilities		
Note payable on park land	440,000.00	440,000.00
Total Long Term Liabilities	440,000.00	440,000.00
Total Liabilities	458,280.09	456,236.21
Equity		
Amount to be provided for LTD	-440,000.00	-440,000.00

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06/05/23

Accrual Basis

Town of Fairview
Balance Sheet
As of May 31, 2023

	<u>May 31, 23</u>	<u>May 31, 22</u>
Equity		
Fixed assets	1,912,314.94	1,851,026.98
Total Fund Balance	<u>1,207,568.00</u>	<u>1,207,568.00</u>
Total Equity	3,119,882.94	3,058,594.98
Retained Earnings	-462,174.70	-795,660.04
Net Income	<u>128,241.95</u>	<u>330,538.97</u>
Total Equity	<u>2,345,950.19</u>	<u>2,153,473.91</u>
TOTAL LIABILITIES & EQUITY	<u>2,804,230.28</u>	<u>2,609,710.12</u>

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Town of Fairview
 Operating Actual vs Budget
 Year ended 06/30/23

Ordinary Income/Expense	<u>Operating</u>	Budget	Actual Fav to Budget
Income			
Ad Valorem taxes	113,026.85	109,000.00	4,026.85
Alcoholic beverage	15,693.19	16,000.00	-306.81
Donation			0.00
Donation - vendors	945.00		945.00
Farm Land rental	4,693.00	2,000.00	2,693.00
Fund balance appropriated		-116,080.00	116,080.00
Interest on delinquent taxes	536.35		536.35
Investment income	3,108.91		3,108.91
Miscellaneous income			0.00
Motor vehicle taxes	14,017.11	12,000.00	2,017.11
Park rental income	1,100.00	2,000.00	-900.00
Proceeds from roof ins claim	38,249.22		
Rent reserve for park capital items	4,715.00		
Rental house income	10,150.00	15,000.00	-4,850.00
Sales and use tax	49,311.68	41,000.00	8,311.68
Transfer from ARP fund	85,990.31	119,000.00	-33,009.69
Utility Franchise taxes	95,068.26	130,000.00	-34,931.74
Zoning fees	16,375.00	12,000.00	4,375.00
Total Income	<u>452,979.88</u>	341,920.00	111,059.88
Expense			
Advertising and Promotion	442.78	1,000.00	557.22
Audit fees	9,600.00	9,200.00	-400.00
Bank Service Charges	410.01	500.00	89.99
Capital outlay - Park		0.00	0.00
Capital outlay - Roof replacement	27,750.00		
Capital Outlay - Town Hall		0.00	0.00
Debt repayment	58,720.00	58,720.00	0.00
Dues and Subscriptions	5,550.00	6,200.00	650.00
Elections expense		0.00	0.00
Festival expense	13,932.77	22,000.00	8,067.23
Fire Dept Grant		0.00	0.00
Grants	2,000.00	2,000.00	0.00
Insurance Expense	6,420.91	6,700.00	279.09
Internet and website	8,411.05	11,000.00	2,588.95
Legal fees	3,968.93	12,000.00	8,031.07
Miscellaneous Expense	33.02	1,000.00	966.98
Office expense	22,881.68	21,000.00	-1,881.68
Office utilities	3,813.31	4,800.00	986.69
Park Maintenance	28,291.22	38,000.00	9,708.78

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Town of Fairview
 Operating Actual vs Budget
 Year ended 06/30/23

	<u>Operating</u>	<u>Budget</u>	<u>to Budget</u>
Park Utilities	2,281.59	2,400.00	118.41
Payroll Expenses	112,636.60	56,659.00	-55,977.60
Payroll Taxes	67.43	9,100.00	9,032.57
Planning and zoning	0.00	51,133.00	51,133.00
Professional Fees	3,158.00	3,000.00	-158.00
Rental house repairs, etc	308.74	2,000.00	1,691.26
Salaries - Park		11,208.00	11,208.00
Solid Waste Manage cost share	8,000.00	8,000.00	0.00
Tax collection fees	1,837.24	2,200.00	362.76
Telephone Expense	1,023.45	1,200.00	176.55
Training expense	170.00	500.00	330.00
Travel Expense		400.00	400.00
Zoning administration	2,693.39		
Total Expense	<u>324,402.12</u>	<u>341,920.00</u>	17,517.88
Net Ordinary Income	<u>128,577.76</u>	0.00	128,577.76
Net Income	<u><u>128,577.76</u></u>		

**Town of Fairview
Transactions by Account
As of May 31, 2023**

Type	Date	Num	Adj	Name	Memo	Debit	Credit	Balance
First National Bank								841,997.21
Check	05/01/2023			Great American Financial ...	Invoice 33959307		168.51	841,828.70
Deposit	05/03/2023				Deposit	3,360.36		845,189.06
Bill Pmt -Check	05/05/2023	104083		CompuNetworkd	Server and email hosting		360.53	844,828.53
Bill Pmt -Check	05/05/2023	104084		Killingsworth Environmental	Bi monthly pest control		150.94	844,677.59
Bill Pmt -Check	05/05/2023	104085		N Focus	Code enforcement		913.11	843,764.48
Bill Pmt -Check	05/05/2023	104086		NC League of Municipalities	Dues for 23-24		4,681.00	839,083.48
Bill Pmt -Check	05/05/2023	104087		Perry Laney Septic Tank	Septic pumping		300.00	838,783.48
Bill Pmt -Check	05/05/2023	104088		Taylor's Landscaping Ser...	Landscaping		2,057.50	836,725.98
Bill Pmt -Check	05/05/2023	104089		Teresa Clontz	Office cleaning		200.00	836,525.98
Bill Pmt -Check	05/05/2023	104090		Union County Public Works			250.63	836,275.35
Bill Pmt -Check	05/05/2023	104091		Waste Management	Waste disposal		214.38	836,060.97
Deposit	05/05/2023				Deposit	375.00		836,435.97
Deposit	05/08/2023				Deposit	472.60		836,908.57
Paycheck	05/09/2023	104092		Darrell H. Baucom			1,010.14	835,898.43
Paycheck	05/09/2023	104099		Spencer L Thomas			729.58	835,168.85
Paycheck	05/09/2023	104100		Teresa Gregorius			1,139.11	834,029.74
Paycheck	05/09/2023	104093		Edward D Humphries			2,506.14	831,523.60
Paycheck	05/09/2023	104094		Gary H Wilfong			161.61	831,361.99
Paycheck	05/09/2023	104095		Jerry C. Clontz			1,000.06	830,361.93
Paycheck	05/09/2023	104096		John A Biggers, Jr.			138.52	830,223.41
Paycheck	05/09/2023	104097		Patricia H. Kindley			138.52	830,084.89
Paycheck	05/09/2023	104098		Phillip C Thomas			184.70	829,900.19
Liability Check	05/09/2023	To Print		IRS	55-0789092		2,631.36	827,268.83
Liability Check	05/09/2023	To Print		NC Dept of Revenue_	600391020		255.00	827,013.83
Check	05/09/2023	104101		FNB Commercial Credit C...	Credit card payment		1,191.14	825,822.69
Check	05/09/2023	104102		Enquirer Journal	Public hearing notice		139.30	825,683.39
Check	05/09/2023	104103		Ronald Thomas	Reimbursement for Festiv...		320.68	825,362.71
Deposit	05/10/2023				Deposit	125.00		825,487.71
Check	05/10/2023	Debit		Employment Security Com...	Penalty and interest on la...		7.02	825,480.69
Deposit	05/10/2023				Deposit	82.39		825,563.08
Deposit	05/10/2023				Deposit	125.00		825,688.08
Bill Pmt -Check	05/11/2023	104104		Bennett Riffle	Park contract labor		100.00	825,588.08
Bill Pmt -Check	05/11/2023	104105		William Riffle	Park contract labor		600.00	824,988.08
Deposit	05/11/2023				Deposit	125.00		825,113.08
Deposit	05/12/2023				Deposit	800.00		825,713.08
Check	05/15/2023	Draft		Duke Energy	office utilities		221.12	825,491.96
Check	05/15/2023	Draft		Duke Energy	Park utilities		122.02	825,369.94
Deposit	05/15/2023				Deposit	972.22		826,342.16
Check	05/16/2023	Draft		Verizon Wireless	Ed's Cell phone		93.07	826,249.09
Check	05/17/2023	Draft		Spectrum			249.98	825,999.11
Deposit	05/17/2023				Deposit	1,305.00		827,304.11
Deposit	05/23/2023				Deposit	200.00		827,504.11
Deposit	05/24/2023				Deposit	15,693.19		843,197.30
Deposit	05/29/2023				Deposit	100.00		843,297.30
Check	05/31/2023	Draft		Great American Financial ...	Copier		168.51	843,128.79
Deposit	05/31/2023				Interest	492.78		843,621.57
Total First National Bank						24,028.54	22,404.18	843,821.57
TOTAL						24,028.54	22,404.18	843,821.57



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06/05/23

Accrual Basis

Town of Fairview Transaction Detail By Account

July 2022 through June 2023

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Office expense							
Bill	07/12/2022	07122022	Darrell H. Baucom_	Software reimbursement	60.00		60.00
Check	07/12/2022	103797	Teresa Clontz	Cleaning 07/11/22	200.00		260.00
Bill	07/12/2022	132308	RCS. Inc.	Septic pumping for 07/12/22	250.00		510.00
Bill	07/18/2022	0125870-4...	Waste Management	Garbage service	215.26		725.26
Bill	07/26/2022	132349	RCS. Inc.	Septic pumping 300 gallons	250.00		975.26
Bill	08/02/2022	1555	Taylor's Landscaping Serv...	Landscaping for July 2022	140.00		1,115.26
Bill	08/05/2022	08052022	Darrell H. Baucom_	Software reimbursement	60.00		1,175.26
Check	08/09/2022	103823	FNB Commercial Credit C...	Credit card payment	345.20		1,520.46
Check	08/09/2022	103825	Teresa Clontz	Cleaning	200.00		1,720.46
Bill	08/11/2022	08112022	Bill Riffle	Weedeating ditch at Town hall	250.00		1,970.46
Check	08/16/2022	103821	RCS. Inc.	pumping septic tank	250.00		2,220.46
Bill	08/16/2022	1017805	Killingsworth Environmental	Pest control	150.94		2,371.40
Bill	08/16/2022	0128505-4...	Waste Management	Dumpster service	210.26		2,581.66
Bill	08/23/2022	132448	RCS. Inc.	Septic tank pumping	250.00		2,831.66
Check	08/25/2022	Draft	Great American Financial ...	Copier lease	159.96		2,991.62
Check	08/31/2022	Draft	Great American Financial ...	Copier charges	165.51		3,157.13
Bill	09/02/2022	09022022	Darrell H. Baucom_	software reimbursement	60.00		3,217.13
Bill	09/06/2022	1558	Taylor's Landscaping Serv...	Landscaping	140.00		3,357.13
Bill	09/13/2022	09132022	Teresa Clontz	Cleaning	200.00		3,557.13
Check	09/13/2022	103847	FNB Commercial Credit C...	payment on credit card	136.32		3,693.45
Bill	09/14/2022	13255	RCS. Inc.	Septic pumping	250.00		3,943.45
Bill	09/16/2022	0131135-4...	Waste Management	Garbage service	211.56		4,155.01
Bill	09/27/2022	132573	RCS. Inc.	Septic pumping	250.00		4,405.01
Bill	09/30/2022	09302022	Darrell H. Baucom_	Software reimbursement	60.00		4,465.01
Bill	10/02/2022	4760	FNB Commercial Credit C...	Credit card payment	266.62		4,731.63
Bill	10/06/2022	1562	Taylor's Landscaping Serv...	Round-about	140.00		4,871.63
Bill	10/10/2022	10102022	Teresa Clontz	Cleaning	200.00		5,071.63
Bill	10/17/2022	0133797-4...	WM Corporate Services	November charge	211.56		5,283.19
Bill	10/18/2022	1083216	Killingsworth Environmental	Pest control	150.94		5,434.13
Check	10/25/2022	Draft	Great American Financial ...	Copier lease	159.96		5,594.09
Bill	10/27/2022	132649	RCS. Inc.	Pump septic tank	250.00		5,844.09
Bill	11/01/2022	11022022	Darrell H. Baucom_	Reimbursement	60.00		5,904.09
Bill	11/01/2022	1567	Taylor's Landscaping Serv...	Lawn maintenance	140.00		6,044.09
Bill	11/01/2022	4760	FNB Commercial Credit C...	Payment on credit card	932.41		6,976.50
Bill	11/08/2022	11082022	Teresa Clontz	Cleaning	200.00		7,176.50
Bill	11/11/2022	11112022	Perry Laney Septic Tank		300.00		7,476.50
Bill	11/16/2022	0136410-4...	WM Corporate Services	Garbage service	211.56		7,688.06
Check	11/25/2022	Draft	Great American Financial ...	Copier	205.74		7,893.80
Bill	11/28/2022	11282022	Perry Laney Septic Tank	Septic tank pumping	300.00		8,193.80
Bill	11/30/2022	1570	Taylor's Landscaping Serv...	Monthly maintenance	190.00		8,383.80
Bill	12/01/2022	4786	FNB Commercial Credit C...	Credit card charges for Nove...	875.08		9,258.88
Bill	12/04/2022	12042022	Patricia Kindley_	Holiday Lights contest	52.38		9,311.26
Bill	12/05/2022	12052022	Teresa Clontz	Cleaning	200.00		9,511.26
Bill	12/06/2022	1145040	Killingsworth Environmental	Pest control	150.94		9,662.20
Bill	12/09/2022	12092022	Darrell H. Baucom_	Software reimbursement	60.00		9,722.20
Check	12/13/2022	103946	Perry Laney Septic Tank	Pump septic tank 12/08	300.00		10,022.20
Check	12/15/2022	Draft	Great American Financial ...		166.00		10,188.20
Bill	12/16/2022	0139000-4...	WM Corporate Services	Garbage removal for Decem...	211.56		10,399.76
Bill	12/23/2022	12232022	Perry Laney Septic Tank	Pump septic tank	300.00		10,699.76
Check	01/02/2023	Draft	Great American Financial ...	Copier	0.00		10,699.76
Bill	01/03/2023	01032023	Darrell H. Baucom_	Software reimbursement	60.00		10,759.76
Bill	01/03/2023	1577	Taylor's Landscaping Serv...	Lawn maintenance	140.00		10,899.76
Bill	01/09/2023		Perry Laney Septic Tank	Pumping septic tank	300.00		11,199.76
Bill	01/09/2023	4760	FNB Commercial Credit C...	Credit card payment	1,841.94		13,041.70
Bill	01/10/2023	01102023	Teresa Clontz	Office cleaning	200.00		13,241.70
Bill	01/17/2023	0141549-4...	WM Corporate Services	Waste management services	211.56		13,453.26
Bill	01/21/2023	01212023	Perry Laney Septic Tank	Pump septic tank	300.00		13,753.26
Check	01/25/2023	Draft	Great American Financial ...	Copier	168.51		13,921.77
Bill	01/27/2023	01272023	Patricia Kindley_	Reimburse Lakeshore Learni...	35.35		13,957.12
Bill	01/31/2023	01312023	Darrell H. Baucom_	Reimbursement for software ...	976.69		14,933.81
Bill	02/01/2023	4760	FNB Commercial Credit C...	Credit card charges for Janu...	440.20		15,374.01
Bill	02/02/2023	1580	Taylor's Landscaping Serv...	Landscape maintenance	210.00		15,584.01
Bill	02/02/2023	02022023	Perry Laney Septic Tank	Pump septic tank	300.00		15,884.01
Bill	02/14/2023	02142023	Teresa Clontz	Monthly cleaning	200.00		16,084.01
Bill	02/16/2023	1201987	Killingsworth Environmental	Pest control	150.94		16,234.95
Bill	02/16/2023	0144118-4...	WM Corporate Services	Garbage service	211.56		16,446.51
Bill	02/18/2023	02182023	Perry Laney Septic Tank	Septic pumping	300.00		16,746.51
Check	02/27/2023	Draft	Great American Financial ...	Copier lease	168.51		16,915.02
Bill	02/28/2023	1586	Taylor's Landscaping Serv...	lawn maintenance	140.00		17,055.02
Bill	03/01/2023	4786	FNB Commercial Credit C...	Credit card bill for month of F...	380.07		17,435.09
Bill	03/04/2023	03042023	Perry Laney Septic Tank	Septic pumping	300.00		17,735.09
Bill	03/14/2023	03142023	Teresa Clontz	Cleaning	200.00		17,935.09
Bill	03/16/2023	03162023	Perry Laney Septic Tank	Pumping septic tank	300.00		18,235.09
Bill	03/17/2023	0147946-4...	WM Corporate Services	Garbage service	211.56		18,446.65
Check	03/25/2023	Draft	Great American Financial ...	Copier	168.51		18,615.16
Bill	04/03/2023	1590	Taylor's Landscaping Serv...	Lawn maintenance	140.00		18,755.16
Bill	04/06/2023	TR2340	Heat and Air Direct	Maintenance on HVAC units	277.00		19,032.16

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06/05/23

Accrual Basis

Town of Fairview Transaction Detail By Account

July 2022 through June 2023

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Bill	04/11/2023	04112023	Teresa Clontz	Cleaning	200.00		19,232.16
Check	04/11/2023	104080	Perry Laney Septic Tank	Pump septic tank	300.00		19,532.16
Check	04/11/2023	104081	FNB Commercial Credit C...	Credit card payment	199.65		19,731.81
Bill	04/17/2023	0150476-4...	Waste Management	Waste disposal	214.38		19,946.19
Bill	04/20/2023	1264317	Killingsworth Environmental	Bi monthly pest control	150.94		20,097.13
Check	04/25/2023	Draft	Great American Financial ...	Copier	177.69		20,274.82
Bill	04/27/2023	04272023	Perry Laney Septic Tank	Septic pumping	300.00		20,574.82
Check	05/01/2023	Draft	Great American Financial ...	Invoice 33959307	168.51		20,743.33
Bill	05/01/2023	1596	Taylor's Landscaping Serv...	Round-about and Town Hall	410.00		21,153.33
Bill	05/06/2023	05062023	Perry Laney Septic Tank	Pump septic tank	300.00		21,453.33
Bill	05/09/2023	05092023	Teresa Clontz	Office cleaning	200.00		21,653.33
Check	05/09/2023	104101	FNB Commercial Credit C...	Credit card payment	783.11		22,436.44
Deposit	05/10/2023		Miscellaneous	Office refund		82.39	22,354.05
Bill	05/16/2023	0152933-4...	WM Corporate Services	Dumpster charge	214.38		22,568.43
Bill	05/17/2023	05172023	Perry Laney Septic Tank	Pump septic tank	300.00		22,868.43
Check	05/31/2023	Draft	Great American Financial ...	Copier	168.51		23,036.94
General J...	06/02/2023			Security lights and related fo...		155.26	22,881.68
Total Office expense					23,119.33	237.65	22,881.68
TOTAL					23,119.33	237.65	22,881.68

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Town of Fairview Transaction Detail By Account July 2022 through June 2023

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Park Maintenance							
Bill	07/13/2022	3377	Medlin Electric Comp...	Service call for Park	220.00		220.00
Bill	08/02/2022	1555	Taylor's Landscaping...	Landscaping for July 2022	1,337.50		1,557.50
Bill	08/02/2022	1555	Taylor's Landscaping...	Additional areas	430.00		1,987.50
Check	08/09/2022	103823	FNB Commercial Cre...	Credit card payment	1,898.72		3,886.22
Bill	08/11/2022	08112022	Bill Riffle	Park expenses	83.72		3,969.94
Bill	09/06/2022	1558	Taylor's Landscaping...	Landscaping	1,337.50		5,307.44
Bill	09/06/2022	1558	Taylor's Landscaping...	Additional areas and ditch	1,025.00		6,332.44
Check	09/13/2022	103847	FNB Commercial Cre...	payment on credit card	771.35		7,103.79
Check	09/13/2022	103848	Jerry C. Clontz	Park supplies	164.17		7,267.96
Bill	10/06/2022	1562	Taylor's Landscaping...	Landscape services	1,337.50		8,605.46
Bill	10/06/2022	1562	Taylor's Landscaping...	Additional areas to mow	900.00		9,505.46
Check	10/11/2022	103882	Jerry C. Clontz	Reimburse for park supplies	206.39		9,711.85
Bill	11/01/2022	1567	Taylor's Landscaping...	Lawn maintenance	1,337.50		11,049.35
Bill	11/01/2022	1567	Taylor's Landscaping...	Lawn maintenance	630.00		11,679.35
Check	11/08/2022	103912	Bill Riffle	installing camera	250.00		11,929.35
Bill	11/30/2022	1570	Taylor's Landscaping...	Monthly maintenance	1,337.50		13,266.85
Bill	11/30/2022	1570	Taylor's Landscaping...	Other requested services	1,380.00		14,646.85
Bill	12/01/2022	4786	FNB Commercial Cre...	Conder Flag	340.29		14,987.14
Check	12/13/2022	103944	Mike Medlin	Reimburse fuel for park mowing	100.00		15,087.14
Check	12/13/2022	103945	Leon Whitley	Reimburse fuel for park mowing	100.00		15,187.14
Check	12/13/2022	103949	Jerry C. Clontz	Blower, etc for Park	580.58		15,767.72
Bill	01/03/2023	1577	Taylor's Landscaping...	Lawn maintenance	1,337.50		17,105.22
Bill	01/03/2023	1577	Taylor's Landscaping...	Additional areas to maintain	630.00		17,735.22
Bill	02/01/2023	4760	FNB Commercial Cre...	Credit card charges for January	93.56		17,828.78
Bill	02/02/2023	1580	Taylor's Landscaping...	Landscape maintenance	1,337.50		19,166.28
Bill	02/02/2023	1580	Taylor's Landscaping...	Additional areas	630.00		19,796.28
Check	02/14/2023	104020	Jerry C. Clontz	Reimburse park supplies	123.39		19,919.67
Bill	02/28/2023	1586	Taylor's Landscaping...	lawn maintenance	1,337.50		21,257.17
Bill	02/28/2023	1586	Taylor's Landscaping...	lawn maintenance	530.00		21,787.17
Bill	03/29/2023	5269	Team Turf	Fertilizer and weed control	669.00		22,456.17
Bill	04/03/2023	1590	Taylor's Landscaping...	Lawn maintenance	1,337.50		23,793.67
Bill	04/03/2023	1590	Taylor's Landscaping...	Mowing additional areas	755.00		24,548.67
Check	04/11/2023	104079	Warlick Trucking Inc.	Mulch for park	1,125.00		25,673.67
Check	04/11/2023	104081	FNB Commercial Cre...	Credit card payment	121.28		25,794.95
Bill	05/01/2023	1596	Taylor's Landscaping...	Normal maintenance	1,337.50		27,132.45
Bill	05/01/2023	1596	Taylor's Landscaping...	Other areas in park	310.00		27,442.45
Check	05/09/2023	104101	FNB Commercial Cre...	Credit card payment	148.77		27,591.22
Bill	05/11/2023	05112023	William Riffle	Park contract labor	600.00		28,191.22
Bill	05/11/2023	05112023	Bennett Riffle	Park contract labor	100.00		28,291.22
Total Park Maintenance					28,291.22	0.00	28,291.22
TOTAL					28,291.22	0.00	28,291.22

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Town of Fairview Transaction Detail By Account

July 2022 through June 2023

Type	Date	Num	Adj	Name	Memo	Debit	Credit	Balance
Festival expense								
Bill	08/04/2022	08042...		Magic Barry Entertai...	Magic show for Fall Festival	150.00		150.00
Check	08/09/2022	103823		FNB Commercial Cr...	Credit card payment	21.60		171.60
Check	09/13/2022	103847		FNB Commercial Cr...	payment on credit card	773.03		944.63
Bill	10/02/2022	4760		FNB Commercial Cr...	Credit card payment	589.84		1,534.47
Bill	11/01/2022	4760		FNB Commercial Cr...	Signs	34.16		1,568.63
Bill	12/01/2022	4786		FNB Commercial Cr...	Credit card charges for N...	1,829.15		3,397.78
Bill	12/02/2022	12022...		John Biggers_	Reimburse festival expen...	788.86		4,186.64
Bill	12/09/2022	12092...		Allison Plyler	Reimburse festival expen...	544.88		4,731.52
Check	12/13/2022	103947		Ronald Thomas	Reimburse festival expen...	108.39		4,839.91
Check	12/13/2022	103948		Spencer L Thomas	Reimburse Christmas tre...	350.00		5,189.91
Bill	12/21/2022	12212...		Jeff Campagna	Festival functions	350.00		5,539.91
Bill	12/21/2022	12212...		Todd Donaldson	Festival functions	120.00		5,659.91
Bill	12/21/2022	12212...		Justin Brock	Festival functions	20.00		5,679.91
Bill	12/21/2022	12212...		Mike Medlin	Festival functions	120.00		5,799.91
Bill	12/21/2022	12212...		Michael Thomas	Festival functions	240.00		6,039.91
Bill	12/21/2022	12212...		Carlton Brock	Festival functions	140.00		6,179.91
Bill	12/21/2022	12212...		Wesley Gordon	Festival functions	180.00		6,359.91
Bill	12/21/2022	12212...		Donald Thomas	Festival functions	490.00		6,849.91
Bill	12/21/2022	12212...		Ronald Thomas	Festival functions	980.00		7,829.91
Bill	12/21/2022	12212...		Samuel Harting	Festival functions	170.00		7,999.91
Bill	12/21/2022	12212...		Allison Plyler	Festival functions	400.00		8,399.91
Bill	12/21/2022	12212...		Garrett Cox	Festival functions	590.00		8,989.91
Bill	01/09/2023	4760		FNB Commercial Cr...	Credit card payment	909.10		9,899.01
Check	01/10/2023	103993		Justin Brock	Festival labor	180.00		10,079.01
Check	01/10/2023	103994		Marvin Tarlton	Festival labor	60.00		10,139.01
Check	01/10/2023	103995		Union County Antiq...	Festival labor	150.00		10,289.01
Check	01/10/2023	103996		Spencer L Thomas	Reimbursement for Festiv...	50.00		10,339.01
Check	01/10/2023	103997		Ronald Thomas	Reimbursement for Festiv...	330.86		10,669.87
Bill	02/01/2023	4760		FNB Commercial Cr...	1313.39 Brio Live	1,317.67		11,987.54
Bill	03/01/2023	4786		FNB Commercial Cr...	Credit card bill for month ...	1,139.64		13,127.18
Check	03/14/2023	104051		Signs Now	Banner for Easter festival	140.38		13,267.56
Check	04/11/2023	104081		FNB Commercial Cr...	Credit card payment	85.27		13,352.83
Check	05/09/2023	104101		FNB Commercial Cr...	Credit card payment	259.26		13,612.09
Check	05/09/2023	104103		Ronald Thomas	Reimbursement for Festiv...	320.68		13,932.77
Total Festival expense						13,932.77	0.00	13,932.77
TOTAL						13,932.77	0.00	13,932.77

FUND BALANCE WORKSHEET 2022/2023

Beginning Spendable Fund Balance (as of 6/30/2022)	\$743,094
Less Restricted Funds from State	\$300,000
POLICY - Reserve in Spendable Fund Balance	<u>\$200,000</u>
Spendable Fund Balance (as of 6/30/2022)	\$243,094

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
New Spendable Fund Balance				

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
New Spendable Fund Balance				

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
New Spendable Fund Balance				

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
New Spendable Fund Balance				

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
New Spendable Fund Balance				

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
New Spendable Fund Balance				

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
New Spendable Fund Balance				

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
New Spendable Fund Balance				

AMENDMENT #	DATE	FOR	CREDIT TO ACCT.	AMOUNT
New Spendable Fund Balance				

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**Town of Fairview
Fairview Park Event Committee Meeting
May 4, 2023**

The following Fairview Park Event Committee members were present: Lisa Thomas, Gayle Brock, Theresa Donaldson, Morgan Ellison, Mike Medlin, Traci Price-Ferguson, Pam Mower, and Spencer Thomas

Others present: Teresa Gregorius, Town Clerk

Public Comments

None

Items of Business

A. Recap Easter Egg Hunt

Chairman Thomas reported that the Easter Egg Hunt was cancelled due to rain. Spencer Thomas suggested that next year the Committee consider having a "Breakfast with the Easter Bunny" at the community room rather than the egg hunt. This could be done rain or shine. The Committee will work on the logistics later.

B. Music in the Park

Chairman Thomas reported that Too Much Sylvia will be playing at Music in the Park on June 9th from 7:00 – 9:00 PM. Details include:

- Food vendors (slushies, funnel cakes, hotdogs, popcorn, tacos, pizza etc.). Food will be available beginning at 6:00 PM. Vendor fees are \$25.
- 3 deputies (2 for traffic, 1 for security)
- Park Facilities Committee along with Scott Cuthbertson will work on the stage
- Stage decoration will be on Tuesday, June 6th starting at 4:00 PM

C. Fall Festival

Chairman Thomas discussed the upcoming Fall Festival scheduled for October 7th. There have been 6 vendors signed up so far. The Committee discussed scheduling a rain date for the event.

Spencer reported that the vendors have asked for a rain date. The Committee decided on October 14th for the rain date. Craft vendor fee will be \$40, food vendor fee will be \$60.

D. Community Room

Chairman Thomas reported that the science teacher at Fairview Elementary has asked about holding a science workshop for a morning in June and July and have kids sign up to attend. Working on details.

E. Minutes

Theresa Donaldson made a motion to approve the March 2, 2023 minutes. Traci Price-Ferguson seconded the motion. Committee members Thomas, Brock, Theresa Donaldson, Ellison, Medlin, Price-Ferguson, Mower and S. Thomas voted yes (7-0).

Chairman Thomas adjourned the meeting.

Respectfully submitted,

Teresa Gregorius
Town Clerk

Lisa Thomas
Chairman

Approved this _____ day of _____ 2023



**Town of Fairview
Regular Town Council Meeting
May 9, 2023**

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

Others present: Darrell Baucom, Financial Officer; Ed Humphries, Land Use Administrator/Deputy Clerk; Teresa Gregorius, Town Clerk and Spencer Thomas, Administrative Assistant

Agenda Changes/Approval

Mayor Thomas stated that he would like to add authorization to contract electric work at the park around the pond as Item 6.

John Biggers made a motion to approve the agenda as amended. Patricia Kindley seconded the motion. Council members Biggers, Clontz, Kindley and Wilfong voted yes (4-0).

Public Comments

John Brinsy spoke about the deposit fee for park picnic shelter rentals being too much and he also did not want the 150 feet from each property line to keep livestock on your property.

Consent Agenda

- a) Financial and Tax Reports--- *Report Accepted as Information*
- b) Land Use Report---*Report Accepted as Information*
- c) Fund Balance Worksheet 2022-2023 --- *Report Accepted as Information*
- d) Fairview Park Event April Draft Minutes (*No April meeting*)
- e) Fairview Park Facility April Draft Minutes (*No April meeting*)
- f) Planning Board April Draft Minutes (*No April meeting*)
- g) Approve Council Minutes for April 11, 2023
- h) Union County Board of Elections filing fee for election date 11/7/23 will be \$5 as per §163-294.2(e).
- i) Resolution Opposing SB 317/HB 562 "Workforce Housing"

Jerry Clontz made a motion to approve the consent agenda. Patricia Kindley seconded the motion. Council members Biggers, Clontz, Kindley and Wilfong voted yes (4-0).

Items of Business

Item 1: Discuss Piedmont High School Football Request

Coach Aaron Braswell requested \$10,000 for the Piedmont High School Athletic Booster Club (Football) for new lockers. The locker rooms have been updated and renovated. The 30-year-old lockers have been removed. The Council discussed.

Jerry Clontz made a motion to not donate at this time. Gary Wilfong seconded the motion. Council members Biggers, Clontz, Kindley and Wilfong voted yes (4-0).

Item 2: Discuss Union County Community Development Block Grant Entitlement Consortium Program

Mayor Thomas presented a letter from Union County regarding the town's continued participation in the Union County Community Development Block Grant Program for the next three years beginning in 2024. The Council discussed.

Gary Wilfong made a motion for the town to continue participation in the Union County Community Development Block Grant Program for the next three years beginning in 2024. Patricia Kindley seconded the motion. Council members Biggers, Clontz, Kindley and Wilfong voted yes (4-0).

Item 3: Discuss/Approve Revised Noise Ordinance

Ed Humphries presented the revised noise ordinance. The ordinance has been reviewed by the attorney and the code enforcer. The Council discussed.

Gary Wilfong made a motion to approve the noise ordinance as amended. Patricia Kindley seconded the motion. Council members Biggers, Clontz, Kindley and Wilfong voted yes (4-0).

Item 4: Discuss/Approve Land Use Ordinance Amendment to Section 175(a)

Ed Humphries presented an amendment to Section 175(a) of the Land Use Ordinance. Mr. Humphries noted that the Planning Board voted 5-2 in favor of recommending the Council to amend Section 175(a) as follows:

“Except where livestock or poultry are kept on a bona fide farm that is exempt from regulations under this ordinance, no person may keep livestock or poultry within ~~150 feet~~ 40 feet front/back and 15 feet from each side from any lot line of property owned by another. Nothing in this subsection shall be construed as authorizing poultry or livestock to be kept except where such uses are authorized as an Agricultural Use, Class II.”

Mayor Opened Public Hearing

No Public Comments

Mayor Closed Public Hearing

Decision: The Council discussed.

Gary Wilfong made a motion to leave the 150 feet from all property lines as currently stated in the Land Use Ordinance. Patricia Kindley seconded the motion. Council members Biggers, Kindley and Wilfong voted yes, Clontz voted no (3-1).

Item 5: Discuss/Review 2023-2024 Budget

Darrell Baucom presented the fiscal year 2023/2324 draft budget by going over each line item. The Council discussed and changed the following:

- Increase park utilities by \$2,400 for increased electrical use
- Add Capital Outlay Office for town hall signage \$1,700
- Increase payroll expenses by \$600 for festival coordinator

Item 6: Discuss Park Electrical Work

Mayor Thomas requested that the Council authorize him, Jerry Clontz and Gary Wilfong to solicit bids for wiring around the park pond and fix electrical lines subcontractor cut up to \$26,000. The Council discussed.

Gary Wilfong made a motion to authorize Phil Thomas, Jerry Clontz and Gary Wilfong to solicit bids for wiring around the park pond and fix electrical lines subcontractor cut up to \$26,000 and authorize Mayor Thomas to sign any paperwork required. John Biggers seconded the motion. Council members Biggers, Clontz, Kindley and Wilfong voted yes (4-0).

Council Comments

Patricia Kindley stated that it was good to see the light poles around the pond at the park.

Jerry Clontz announced the Kids Fishing Days at the park (May 20th, June 3rd and 24th, July 15th and August 5th). July 4th is free fishing day per the state requiring no fishing license. Town Clerk noted that she had received inquires about food vendors during the fishing days. Council discussed and decided on no vendors. Mr. Clontz also noted that there has been a problem with bikes at the park particularly on the track around the pond. He has ordered additional signage to address the problem.

John Biggers noted that due to his job promotion in January, he apologizes for his absence from the last several Council meetings. Going forward he should not have any conflicts with meeting times.

Spencer Thomas reported that the Easter Egg Hunt was cancelled due to rain. The Park Event Committee has discussed making different plans for the 2024 Easter celebration. She noted that the Fall Festival will be October 7th and the Park Event Committee voted to have a rain date of October 14th for the festival.

Mayor Thomas reported that Union County has established a newly formed committee to provide input on potential expansion of the county water system. Residents interested in serving on the committee can apply on the county's website (see additional information on the town's website and Facebook page).

Gary Wilfong made a motion to adjourn. John Biggers seconded the motion. Council members Biggers, Clontz, Kindley and Wilfong voted yes (4-0).

Respectfully submitted,

Teresa Gregorius
Town Clerk

Phil Thomas
Mayor

Approved this _____ day of _____, 2023

FAIRVIEW FEE SCHEDULE

ZONING PERMIT FEES **

Accessory Structure Permit (Pool, Garage, Carport, Storage, Deck, Barn)	\$100
Beer/Wine Permit Review	\$100
Bona Fide Farm Certification	\$50
Copy of Color Zoning Map	\$40
Copy of Land Use Ordinance	\$75
Conditional Zoning District Permit Application	\$600
Home Occupation Permit (Section 180J)	\$100
Mobile Classroom/School Permit	\$75
New/Replacement Manufactured Home Zoning Permit	\$100
New/Replacement Manufactured Home Compliance Permit	\$100
New Residential Home Zoning Permit	\$125
New Residential Home Compliance Permit	\$100
Non-Residential Use Zoning Permit	\$500
Non-Residential Use Compliance Permit	\$100
Petition Requesting Annexation	\$500
Request for Special Meeting with Council	\$400
Residential Addition Zoning Permit	\$100
Residential Addition Compliance Permit	\$100
Residential Permit - Upfit	\$100
Rezoning Application (Special Use Permit)	\$500
Sign Permit	\$100
Telecommunication Towers	\$5,000
Temporary Use Mobile Office/Trailer - Construction Permit	\$600
Special Use Permit	\$600
Variance Request Form to Board of Adjustment	\$500
Change in use, Non-Conforming (Special Use Permit)	\$500
Zoning Text Amendment	\$500
Zoning Vested Right Application (Section 117)	\$500

SUBDIVISION RELATED FEES

MINOR SUBDIVISIONS:

Preliminary Plat Submittal	
Final Plat (Mylar)	\$200 plus \$75 per lot

MAJOR SUBDIVISIONS:

Conditional Zoning District Permit Application	\$600
Major Development Permit Application	\$600
Final Plat:	0-10 lots: \$175 per lot
	11-50 lots: \$160 per lot
	51+ lots: \$135 per lot

** Plus any Town Engineering Fees, if applicable to any application

Discuss Budget Amendments for 2022-2023

The Town of Fairview
AN ORDINANCE TO AMEND THE
OPERATING BUDGET FOR FISCAL YEAR 2022-23
BUDGET AMENDMENT 1

WHEREAS, an ordinance establishing an annual budget for the Town of Fairview for the 2022-23 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 2022-23 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, 2023 that the following amendments be made to the operating budget ordinance for fiscal year 2022-23 :

SECTION 1. GENERAL FUND

	FROM	TO
TOTAL ANTICIPATED REVENUES (see attached detail)	\$ 341,920	\$365,520
TOTAL ANTICIPATED EXPENSES (see attached detail)	\$ 341,920	\$365,520

Ordinance adopted this 13th day of June, 2023.

Phillip Thomas, Mayor

Attest:

Clerk

Town of Fairview
 Budget Amendments
 Year Ended June 30, 2023

	Budget	Budget	Revised	Comments
	<u>Jul 22 to Jun 23</u>	<u>Amend 1</u>	<u>Budget</u>	
Ordinary Income/Expense				
Income				
Ad Valorem taxes	109,000.00		109,000.00	
Alcoholic beverage	16,000.00	-500.00	15,500.00	Lower tax than anticipated
Donation				
Donation - vendors				
Farm Land rental	2,000.00	2,500.00	4,500.00	Better crop yield and prices increased rent
Fund balance appropriated	-116,080.00	-16,400.00	-132,480.00	Additional funds needed to balance
Interest on delinquent taxes				
Investment income				
Miscellaneous income				
Motor vehicle taxes	12,000.00	2,000.00	14,000.00	Higher motor vehicle taxes collected
Park rental income	2,000.00	-1,000.00	1,000.00	Transfer of park rent to Rent Reserve acct
Proceeds from roof ins claim		38,000.00	38,000.00	Insurance proceeds from roof replacement
Rent reserve for park capital items				
Rental house income	15,000.00	-5,000.00	10,000.00	Transfer of house rent to Rent Reserve acct
Sales and use tax	41,000.00	10,000.00	51,000.00	Higher revenue from state on sales tax
Transfer from ARP fund	119,000.00	-5,000.00	114,000.00	Transfer from ARP not as much as planned
Utility Franchise taxes	130,000.00	-5,000.00	125,000.00	Lower franchise taxes anticipated
Zoning fees	12,000.00	4,000.00	16,000.00	More zoning activity
Total Income	341,920.00	23,600.00	365,520.00	
Expense				
Advertising and Promotion	1,000.00		1,000.00	
Audit fees	9,200.00	400.00	9,600.00	Higher audit fees due to grants
Bank Service Charges	500.00		500.00	
Capital outlay - Park	0.00			
Capital outlay - Roof replacement		28,000.00	28,000.00	Replacement on roof on Town Hall
Capital Outlay - Town Hall	0.00			
Debt repayment	58,720.00		58,720.00	

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Town of Fairview

Budget Amendments

Year Ended June 30, 2023

	<u>Jul 22 to Jun 23</u>	<u>Amend 1</u>	<u>Budget</u>	<u>Comments</u>
Dues and Subscriptions	6,200.00		6,200.00	
Elections expense	0.00			
Festival expense	22,000.00		22,000.00	
Fire Dept Grant	0.00			
Grants	2,000.00		2,000.00	
Insurance Expense	6,700.00		6,700.00	
Internet and website	11,000.00		11,000.00	
Legal fees	12,000.00	-5,000.00	7,000.00	Less legal fees due to less travel
Miscellaneous Expense	1,000.00		1,000.00	
Office expense	21,000.00	5,000.00	26,000.00	Higher office related expenses
Office utilities	4,800.00		4,800.00	
Park Maintenance	38,000.00		38,000.00	
Park Utilities	2,400.00	600.00	3,000.00	Higher water charges than planned
Payroll Expenses	56,659.00	-5,000.00	51,659.00	Less zoning and planning meetings
Payroll Taxes	9,100.00	-300.00	8,800.00	Lower payroll
Planning and zoning	51,133.00	200.00	51,333.00	Adjustment for bonus paid
Professional Fees	3,000.00	500.00	3,500.00	Surveying for rental house
Rental house repairs, etc	2,000.00	-1,000.00	1,000.00	Less rental repairs than anticipated
Salaries - Park	11,208.00	200.00	11,408.00	Adjustment for bonus paid
Solid Waste Manage cost share	8,000.00		8,000.00	
Tax collection fees	2,200.00		2,200.00	
Telephone Expense	1,200.00		1,200.00	
Training expense	500.00		500.00	
Travel Expense	400.00		400.00	
Zoning administration		5,000.00	5,000.00	Subbing out zoning enforcement to N Focus
Total Expense	341,920.00	23,600.00	365,520.00	
Net Ordinary Income	0.00		0.00	
Net Income				

Public Hearing Proposed 2023- 2024 Town Budget

PUBLIC HEARING NOTICE

The Fairview Town Council will conduct a Public Hearing (starting at 6:30 PM on Tuesday **June 13, 2023** (regular monthly meeting of Council) at the Town Hall (location address: 7516 Concord Highway, Monroe, N.C 28110.). The building is the old Fairview Elementary School. The purpose of this Public Hearing is: To receive public comment.

In accordance with NC GS 159-12(b), the Fairview Town Council will hold a public hearing on Tuesday, June 13, 2023, at 6:30 PM at Town Hall, 7516 Concord Highway, Monroe 28110 to receive public comment on the *Proposed 2023-2024 Fiscal Year Budget* for the Town of Fairview. A copy of the proposed budget is on file in the Town Clerk's office at Fairview Town Hall 7516 Concord Highway Monroe 28110. A copy of the proposed budget can be obtained by emailing the Town Clerk Teresa Gregorius (tgregorius@fairviewnc.gov).

The Public is invited to attend the public hearing and make comments. For more information, call Teresa Gregorius, Town Clerk at (704) 753.1981(tgregorius@fairviewnc.gov) during business hours. (Tuesday and Thursday 9:00am to 3:00pm)

The Town of Fairview does not discriminate on the basis of disability. If you need an auxiliary aid or service or other accommodation in order to attend or fully participate at this meeting, please contact the Town Clerk (tgregorius@fairviewnc.gov) as far in advance of the meeting as possible so that your request can be considered.

**Discuss/ Adopt
Fiscal
2023-2024
Budget
Ordinance**

Town of Fairview
Budget Ordinance Fiscal Year 2023-24

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, 2023 and ending June 30, 2024 :

See attached Profit and Loss Budget Overview for individual listing of revenue items.

Total income \$379,570

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, 2023 and ending June 30, 2024:

See attached Profit and Loss Budget Overview for individual listing of expense items.

Total expense \$379,570

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, 2023 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 13th day of June, 2023.

Phillip C. Thomas
Mayor

Town of Fairview
Profit & Loss Budget Overview
 July 2023 through June 2024

	Jul '23 - Jun 24
Ordinary Income/Expense	
Income	
Ad Valorem taxes	113,000.00
Alcoholic beverage	14,000.00
ARP Funds - Revenue replacement	23,000.00
Fund balance appropriated	-4,930.00
Motor vehicle taxes	12,500.00
Park rental income	0.00
Rent reserve	20,000.00
Rental house income	0.00
Sales and use tax	58,000.00
Utility Franchise taxes	127,000.00
Zoning fees	17,000.00
	379,570.00
Total Income	379,570.00
Expense	
Advertising and Promotion	1,000.00
Audit fees	9,600.00
Bank Service Charges	500.00
Capital Outlay - Office Reno	1,700.00
Capital Outlay - Town Hall	11,000.00
Debt repayment	57,160.00
Dues and Subscriptions	6,200.00
Elections expense	3,700.00
Festival expense	20,000.00
Grants	2,500.00
Insurance Expense	7,200.00
Internet and website	11,000.00
Legal fees	10,000.00
Miscellaneous Expense	1,000.00
Office expense	26,250.00
Office utilities	6,500.00
Park Maintenance	40,000.00
Park Utilities	5,200.00
Payroll Expenses	56,600.00
Payroll taxes	9,350.00
Planning and zoning	54,305.00
Professional Fees	3,000.00
Rental house repairs, etc	2,000.00
Salaries - Park	11,905.00
Solid Waste Manage cost share	8,000.00
Tax collection fees	2,200.00
Telephone Expense	1,200.00
Training expense	500.00
Zoning administration	10,000.00
	379,570.00
Total Expense	379,570.00
Net Ordinary Income	0.00
Net Income	0.00

Changes Since May 9th Meeting

Increased Park Utilities by \$2,400 for increased electrical use for Town Lighting.

Added Capital Outlay Office for new Sign cost of \$1,700.

Increased payroll expenses by \$600 for salary increase for Festival coordinator; overlooked in first budget draft.

Revenue

Ad valorem: based upon projected real and personal property values of \$575,500,081 from Union County using 98% collection rate for ad valorem taxes at \$.02 per hundred assessment rate. Used \$113,000.

Alcoholic Beverage tax: Assumed 2.0% growth and used the amount collected in May 2022 rounded up. Used \$14,000.

ARP Funds – Revenue Replacement: The Town has elected Revenue Replacement for the use of the ARP funds, so that our salary expenses will be reimbursed by the funds we receive from the US Treasury. Remaining amount not used at 06/30/23 will be about \$23,000.

Rent Reserve: Combination of house rental, park rental and land rental income to be used for future capital expenditures in the Park. Total revenue for those rental items was approximately \$20,000 for 22-23.

Motor Vehicle taxes: based upon estimated values of \$561,799,529 and using 100% collection rates at \$.02 per hundred assessment rate. Used \$12,500.

Sales and use tax: NC League estimates 6.3% growth in revenue due to economic growth. Current year income is approximately \$55,000; used \$58,000 for 23-24 budget.

Franchise taxes: NC League estimates slightly negative growth for 2023-24. Based on current year trends, I used \$127,000 as estimated amount.

Zoning fees: based upon trends from 22-23; used \$17,000, which is the same budget as last fiscal year.

Expenses

Advertising: Used \$1,000 for advertising for special meetings.

Audit fees: Used JB Watson's estimated audit fee plus additional estimated accounting charges due to audit procedures related to grants; used \$9,600.

Bank service charges: based on recent trends; used \$500

Capital outlay storage room: Installation of HVAC unit in storage room, per request from Ed; estimated at \$11,000.

Debt repayment: Repayment of debt to the Haiglers in January 2024 for land purchase note. Used \$57,160.

Dues and subscriptions: School of Govt Foundation – 550 - NC League of Municipalities – 4,900 (Current year plus slight increase); Union County Chamber of Commerce – 350; Association of Municipal Clerks – 80; NC Mayor's Association – 200; Miscellaneous 120; Used \$6,200 same as last year.

Elections expense: Estimated costs from Union County Elections Board = 3638.59; used \$3,700.

Festival expense: Used \$20,000 for annual amount, which is the same as 22-23 budget. Actual spent for May 2022 to April 2023 has been \$17,500.

Grants: Used \$2,500 as an estimate of contributions to organizations. Slight increase over \$2,000 budget for 22-23.

Liability insurance: Property and Casualty insurance of \$5,500; increase of 10% over P&C insurance for 22-23; bonding premium of \$500 and workers comp of \$1,200, for a total of \$7,200.

Internet and website expense: Monthly email, server hosting, annual amount = \$4,200; Time Warner phone and internet, annual = \$3,000; Website charge = \$2,150; Domain name renewal = \$400; Miscellaneous of \$1,250; used \$11,000; same as last year.

Legal fees: Based on trend of legal fees; adjusted higher based on possible increase due to enhanced zoning enforcement from N-Focus; used \$10,000.

Miscellaneous: Various unclassified expenses; Used \$1,000.

Office expense: based upon trend in office-related expenses plus 5% increase; Used 26,250.

Office utilities: Increased \$1,700 from last year due to higher water costs from Union County; Used 6,500.

Park Maintenance: Used \$40,000, increased 10% over current run rate of 36,220. 22-23 budget was \$30,000.

Park Utilities: Used 10% increase over recent trends in utility bills. Used \$2,800.

Payroll expenses: See worksheet documenting budgeted amount. Used 6.2% rate of increase for staff, per NCLM salary survey for 23-24.

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

Planning and zoning: Salary broken out separately for Ed.

Professional fees: Retreat expense for Council, plus other minor expenses of \$1,500; Used \$3,000. Consideration for expenses for Urban Forestry program; expense not included in current budget projection.

Rental house repairs: used \$2,000 estimate for 23-24. Spent 4,150 for 22-23.

Salaries – Park; salary broken out separately for Jerry.

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

Tax Collection fees: based upon 1.5% of ad valorem taxes and motor vehicle taxes. Used \$2,200.

Telephone: estimated \$100 per month based on recent trends. Used \$1,200.

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

Zoning administration: Estimated fees for zoning enforcement to N-Focus. Spent approximately \$1,000 per month that we have used them; estimated \$10,000.

**Discuss/
Approve
Heating/Air
Quote for
Storage Room**

Invoice



BYRUM HEATING AND A/C, INC.
PO BOX 160 / 6028 MARSHVILLE BLVD.
MARSHVILLE, NC 28103
Ph. (704)624-2351 Fax (704)624-3830

SUBMITTED TO:

Town of Fairview
Attn Ed Humphries
ehumphries@fairviewnc.gov

WORK TO BE PERFORMED AT:

Town of Fairview
7516 Concord Hwy, Monroe NC 28110
704-564-3412

- 1-36,000 BTU Outdoor Mitsubishi Heat Pump
- 2- 18,000 BTU 2x2 Cassette Air Handlers
- 1- Condenser Pad
- 2- Controllers
- Clean up
- Union County Permitting and inspection included
- High and low Voltage Electrical reconnect included by licensed electrician

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of \$14,044.95
be made as follows: Upon Completion

Any alteration or deviation from above specifications involving extra costs, will be executed only upon written orders, and will become an extra charge over and above estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Byrum Heating and A/C Inc. remains the owner of all equipment installed until balance is paid in full. Owner to carry fire, tornado, and other necessary insurance upon above work. Workmen's Compensation and Public Liability Insurance on above work to be taken out by Byrum Heating and A/C, Inc.

Justin Carpenter 06/13/23
Respectfully submitted Date

Note - This proposal may be withdrawn by us if not accepted

The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature
Date

Ed Humphries
June 13 2023

*with approved credit

JUSTIN CARPENTER
704-320-8013

CONTRACTOR LICENSE #
NC 18348 SC M102933

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