

TOWN OF WEAVERVILLE
Weaverville Community Room at Town Hall
30 South Main Street, Weaverville, NC 28787

AGENDA

Monday, January 24, 2021
Regular Meeting at 6:00 pm

In-Person and Remote Access via Zoom:
<https://us02web.zoom.us/j/85948891960>
 Meeting ID: 859 4889 1960

	<i>Pg #</i>	<i>Presenter</i>
1. Call to Order		Mayor Fitzsimmons
2. Approval/Adjustments to the Agenda		Mayor Fitzsimmons
3. Consent Agenda		Town Manager Coffey
A. December 20, 2021, Town Council Regular Meeting Minutes	3	
B. Amendment to October 25, 2021, Town Council Regular Meeting Minutes	7	
C. Monthly Tax Report	11	
D. Budget Amendments – Public Wi-Fi, Police, Fire	16	
E. Budget Amendment – Community Center	18	
F. Drinking Water State Revolving Fund Resolutions	20	
G. Proposed Personnel Policy Amendments	24	
H. Resolution Approving Donation of Surplus Personal Property	29	
4. Town Manager’s Report	31	Town Manager Coffey
5. General Public Comments (see below for additional information)		Mayor Fitzsimmons
6. Discussion & Action Items		
A. Water Allocation Request: Ollie Weaver Road	32	Town Manager/PW Dir.
B. Water System Committee Recommendations	39	Vice-Mayor McKenna
C. Proposed Recreation Complex	42	Town Manager Coffey
D. COVID-19 Vaccination Surcharges/Incentives Update	44	Town Manager Coffey
E. Economic Development Advisory Committee Update	47	Mayor Fitzsimmons
F. Quarterly Report – Planning	48	Planning Director Eller
G. Quarterly Report – Finance	51	Finance Director Dozier
7. Adjournment		Mayor Fitzsimmons

General public comments may be submitted during the meeting or in writing in advance on any meeting topic or any other item of interest. Normal rules of decorum apply to all comments and duplicate comments are discouraged. The general public comments section of the meeting will be limited to 20 minutes and priority will be given to those commenters in attendance and residents of the Town. Comments during the meeting are generally limited to 3 minutes. . For those attending remotely, at the appropriate time you will be asked to “raise a hand” if you would like to give a comment (this is found with the reactions button on Zoom). You must be recognized before giving your comment and are asked to turn your video on during your comments if possible. Written comments timely received will be provided to Town Council, included as part of the minutes of the meeting, and read into the record during the 20-minute general public comment period as time allows. Written comments are limited to no more than 450 words and can be submitted as follows: (1) by putting your written comment in a drop box at Town Hall (located at front entrance and back parking lot) at least 6 hours prior to the meeting, (2) by emailing to public-comment@weavervillenc.org at least 6 hours prior to the meeting, (3) by mailing your written comment (received not later than Monday’s mail delivery) to: Town of Weaverville, PO Box 338, Weaverville, NC, 28787, Attn: Public Comments. For more information please call (828)645-7116.

**WEAVERVILLE TOWN COUNCIL REGULAR MEETING – JANUARY 24, 2022, AT 6PM
REMOTE ELECTRONIC MEETING LOGIN CREDENTIALS**

This **NOTICE OF REMOTE ELECTRONIC MEETING** is provided pursuant to N.C. Gen. Stat. § 166-19.24 to inform the public that the Weaverville Town Council will hold its regularly scheduled meeting on **Monday, January 24, 2022, at 6:00 p.m. as both an in-person meeting (Council Chambers/Community Room at Town Hall, 30 South Main Street) and as an electronic video meeting via Zoom.** For those wishing to participate remotely via Zoom the following information is provided.

A virtual waiting room will be enabled beginning at 5:45 p.m. and participants will be allowed entry into the meeting just prior to the start of the meeting at 6:00 p.m. The instructions to access this public meeting are:

To join the meeting by computer, go to this link

<https://us02web.zoom.us/j/85948891960>

You may be asked for permission to access your computer’s video and audio. If so, click “allow.” You will then be asked for the Meeting ID which is: 859 4889 1960. You will first enter a virtual waiting room. The host will admit you into the meeting close to 6:00 p.m.

To join the meeting by phone, call: (253) 215-8782 or (301)715 8592

You will then be asked for the Meeting ID which is: 859 4889 1960 . There is no password for this meeting, so if asked for one just press the # button.

Guidelines and Instructions for General Public Comment: A portion of the meeting will be set aside for general public comments. Normal rules of decorum apply to all comments and duplicate comments are discouraged. Public comments may be submitted during the meeting or in writing in advance. The public comments section of the meeting will be limited to approximately 20 minutes, but may be extended by Town Council if time allows. If attending remotely, at the appropriate time you will be asked to “raise a hand” if you would like to give a comment (this is found with the reactions button on Zoom). You must be recognized before giving your comment and are asked to turn your video on during your comments if possible. Individual comments during the meeting are generally limited to 3 minutes. Written comments timely received will be provided to Town Council, included as part of the minutes of the meeting, and read into the record during the meeting as time allows. Written comments are limited to no more than 450 words and can be submitted as follows: (1) by emailing to public-comment@weavervillenc.org at least 6 hours prior to the meeting, (2) by putting your written comment in a drop box at Town Hall (located at front entrance and back parking lot) at least 6 hours prior to the meeting, (3) by mailing your written comment (received not later than with the mail delivery on the meeting day) to: Town of Weaverville, PO Box 338, Weaverville, NC, 28787, Attn: Public Comments. For more information please call (828)645-7116.

To view the agenda and related materials, please visit the Town’s website at

<https://www.weavervillenc.org>.

Access to the Meeting Recording: A recording of the meeting will be available for several months beginning 24 hours after the meeting. To access the recording visit the Town’s YouTube channel at https://www.youtube.com/channel/UCkBK1doIGY_06_vJiqimFUQ or the Town’s website at <https://www.weavervillenc.org>, or call the Town Clerk at (828)645-7116.

Patrick Fitzsimmons, Mayor
1/21/2022



MINUTES

**Town of Weaverville
State of North Carolina**

**Town Council Regular Meeting
Monday, December 20, 2021**

The Town Council for the Town of Weaverville met for its regularly monthly meeting on Monday, December 20, 2021, at 7:00 p.m. in Council Chambers within Town Hall at 30 South Main Street, Weaverville, NC.

Councilmembers present were: Mayor Patrick Fitzsimmons, Vice Mayor Jeff McKenna, and Councilmembers Doug Jackson, Andrew Nagle, John Chase, Catherine Cordell, Andrew Nagle and Michele Wood.

Staff members present were: Town Manager Selena Coffey, Town Attorney Jennifer Jackson, Clerk/Planning Director James Eller, Finance Officer Tonya Dozier, Police Chief Ron Davis, Fire Chief Ted Williams, Public Works Director Dale Pennell, Water Superintendent Trent Duncan.

1. Call to Order

Mayor Patrick Fitzsimmons called the meeting to order at 7:00 p.m.

2. Approval/Adjustments to the Agenda

Noting no desired revision to the agenda by Town Council, Mayor Fitzsimmons declared the agenda approved by consent.

3. Special Recognition

Mayor Fitzsimmons recognized Earl Valois for his service to the town as a representative on the Metropolitan Sewerage District of Buncombe County Board of Directors.

4. General Public Comment

General public comments may be submitted either during the meeting or in writing in advance of the meeting. Normal rules of decorum apply to all comments. The general public comments section of the meeting will be limited to 20 minutes and priority will be given to those commenters in attendance. Individuals presenting comments during the meeting are generally limited to 3 minutes. Written comments that are timely received will be provided to Town Council, included as part of the minutes of the meeting, and read into the record during the 20-minute general public comment period as time allows. Written comments are limited to no more than 450 words and can be submitted as follows: (1) by emailing to public-comment@weaverrillenc.org at least 6 hours prior to the meeting, (2) by putting your written comment in a drop box at Town Hall (located at front entrance and back parking lot) at least 6 hours prior to the meeting, (3) by mailing your written comment (must be received not later than Monday's mail delivery) to: Town of Weaverville, PO Box 338, Weaverville, NC, 28787, Attn: Public Comments. For more information please call (828)645-7116.

Jay Schauer of 27 Alabama Avenue spoke to Council regarding information related to the Community Center and the Weaverville Center for Creative and Healthy Living.

Ward Patton spoke to Council regarding the ongoing efforts to update the town's noise ordinances.

James Heintl spoke to Council requesting a delay in the scheduling of a public hearing related to a voluntary annexation request.

5. Consent Agenda

Councilmember Jackson moved for the approval of the Consent Agenda. Councilmember McKenna seconded the motion. All voted in favor of the motion to approve all action requested in the Consent Agenda listed below. Motion passed 7-0.

- A. Town Council Minutes** – November 16, 2021 special called meeting of Town Council
- B. Town Council Minutes** – November 22, 2021 regular meeting of Town Council
- C. Town Council Minutes** – December 14, 2021 workshop meeting of Town Council
- D. Monthly Tax Report** – Information only; submitted by Buncombe County Tax Department
- E. Budget Amendment – Cops for Kids** – Budget amendment related to the Police Department
- F. Budget Amendment – Community Center** – Budget amendment related to the Community Center
- G. Board Appointments – MSD, Board of Adjustment, Planning Board Liaison** – Appointment of Doug Dearth to the MSD Board, appointment of Caleb Fieser as an alternate member of the Board of Adjustment, appointment of Catherine Cordell as Town Council Liaison to the Planning Board.
- H. Board of Adjustment – Amendment to Rules of Procedure** – Change in regular meeting time from 7pm to 6pm.
- I. Town Council Regular Meeting Schedule Final Approval** – Adoption of the 2022 regular meeting and holiday schedule.
- J. Fee Schedule Amendment** – Amendments related to fire line consumption.

6. Town Manager's Report

Ms. Coffey presented her Manager's report to Council which included information related to a voting site at Town Hall, the January 2022 Town Council workshop, a noise ordinance update, remote meeting procedures update, and public wi-fi update.

7. Discussion and Action Items

A. FY 2020 – 2021 Audit Presentation

Travis Keever of Gould Killian CPA Group, P.A. presented Town Council with the 2021 annual financial report which issued an unmodified opinion, reported no material weakness in internal control and reported no instances of noncompliance with laws and regulations.

B. Tax Collections

Ms. Dozier presented information to Town Council related to how municipal taxes are collected. Items for discussion included a history of municipal tax collection, legal matters, local and statewide trends, the current contract for tax collection with Buncombe County, audit and accounting matters, results of Buncombe County tax collection, staffing for tax collection, other municipal costs, position classification, cost comparison actuals, cost comparison estimates, and the impact of county tax collection on Council, staff and taxpayers. Also of note is that should Town Council wish to terminate the tax collection agreement with the County, notice must be provided to the County no later than January 31, 2022.

Through discussion on the issue, it became the consensus of Council to not terminate the tax collection agreement with Buncombe County and, therefore, for the County to continue municipal tax collection.

C. State Revolving Fund Grant Application Proposal

Mr. Duncan provided Council with a briefing on monies that may be available through the Clean Water State Revolving fund for certain projects which may be considered separate and apart from the water treatment plant expansion project including the installation of needed generators and other water supply resiliency improvements. WithersRavenel has submitted a proposal for drafting and submitting grant applications on behalf of the Town for water supply resiliency improvements and for the entire water treatment plant expansion project. The proposal includes a fee of \$5,000.

Councilmember Cordell made a motion to approve the proposal from WithersRavenel and related budget amendment. Councilmember Jackson seconded. Via a role call the motion passed in a majority vote of 6-1 with Councilmember Nagle casting a dissenting vote..

D. Weaverville Tailgate Market Memorandum of Understanding

Ms. Jackson presented to Council the proposed memorandum of understanding between the Town of Weaverville and the Weaverville Tailgate Market for the purpose of providing a general framework for collaboration between the Town and Market for the use of the Community Center at Dottie Sherrill Knoll.

Council discussed at length the cleaning fee of \$80, per market occurrence, which was included in the terms of the MOU. A Weaverville Tailgate Market representative spoke to Council regarding the impact on the Market of such a fee. Laura Ayers and Michele Balsom also provide positive comments regarding the Market being held at the Community Center.

Councilmember Nagle motioned to adopt the MOU as presented. Councilmember Jackson seconded and via a role call vote the motion passed with a majority vote of 5-2 with Vice Mayor McKenna and Councilmember Cordell casting dissenting votes.

E. Annexation Petition for 25+ Acres on Ollie Weaver Road

Mr. Eller presented Council with information related to the proposed voluntary annexation including the location of the properties, the aggregate acreage of the properties and the desired zoning district and use of the properties if annexed. Additional information provided included a certificate of sufficiency, the annexation petition, data sheet and certificate of authority, survey and property tax map, application for a zoning map amendment, water commitment application and staff report.

Councilmember Chase motioned to set a date of Monday, February 28 for public hearings on the proposed annexation and zoning map amendment. Mayor Fitzsimmons seconded. Via a role call vote the motion passed with a majority vote of 5-2 with Vice Mayor McKenna and Councilmember Nagle cast dissenting votes.

F. COVID-19 Vaccination Mandates / Incentives

Ms. Coffey described that Mayor Fitzsimmons has requested that Council discuss the town employee's vaccinations at this meeting. Ms. Coffey provided information related to the vaccination status of employees within the Town's individual departments.

Through discussion it became the consensus of Council for the Ms. Coffey to craft and implement a policy related to COVID-19 vaccination incentives, weekly testing, departmental incentives, and surcharges for employees who remain unvaccinated.

G. Quarterly Report – Public Works and Water

Mr. Pennell presented Town Council with the quarterly report for the Public Works and Water Departments.

8. Adjournment.

Without objection, Mayor Fitzsimmons declared the meeting adjourned. Meeting adjourned at 9:45 p.m.

James Eller, Town Clerk



MINUTES

**Town of Weaverville
State of North Carolina**

**Town Council Regular Meeting
Monday, October 25, 2021**

The Town Council for the Town of Weaverville met for its regularly monthly meeting on Monday, October 25, 2021, at 7:00 p.m. in Council Chambers within Town Hall at 30 South Main Street, Weaverville, NC.

Councilmembers present were: Mayor Patrick Fitzsimmons, Vice Mayor Doug Jackson, and Councilmembers John Chase, Jeffrey McKenna and Dottie Sherrill. Councilmember Andrew Nagle was absent.

Staff members present were: Town Manager Selena Coffey, Town Attorney Jennifer Jackson, Clerk/Planning Director James Eller, Finance Officer Tonya Dozier, Police Chief Ron Davis, Fire Chief Ted Williams, Public Works Director Dale Pennell, Water Superintendent Trent Duncan and Recreation Coordinator Shelby Stovall.

1. Call to Order

Mayor Patrick Fitzsimmons called the meeting to order at 7:00 p.m.

2. Approval/Adjustments to the Agenda

Councilmember McKenna requested that the appointment of Councilmember Chase to the French Broad River Metropolitan Planning Organization be added to the consent agenda as agenda item 5G. Ms Coffey requested that a road closure ordinance for the Christmas parade be added as consent agenda item 5H.

Vice Mayor Jackson motioned to approve the agenda as amended. Councilmember McKenna seconded and all voted in favor. Motion passed 4-0.

3. Approval of the Minutes

Councilmember McKenna motioned to adopt the minutes as presented. Councilmember Sherrill seconded and all voted in favor. Motion passed 4-0.

4. General Public Comment

General public comments may be submitted either during the meeting or in writing in advance of the meeting. Normal rules of decorum apply to all comments. The general public comments section of the meeting will be limited to 20 minutes and priority will be given to those commenters in attendance. Individuals presenting comments during the meeting are generally limited to 3 minutes. Written comments that are timely received will be provided to Town Council, included as part of the minutes of the meeting, and read into the record during the 20-minute general public comment period as time allows. Written comments are limited to no more than 450 words and can be submitted as follows: (1)

by emailing to public-comment@weavervillenc.org at least 6 hours prior to the meeting, (2) by putting your written comment in a drop box at Town Hall (located at front entrance and back parking lot) at least 6 hours prior to the meeting, (3) by mailing your written comment (must be received not later than Monday's mail delivery) to: Town of Weaverville, PO Box 338, Weaverville, NC, 28787, Attn: Public Comments. For more information please call (828)645-7116.

Kevin Ude of 20 Alabama Avenue spoke to Council regarding a request to strengthen the town's noise ordinance.

Elizabeth Swann of 19 Alabama Avenue spoke to Council regarding a request to strengthen the town's noise ordinance.

Cameron Patton, on behalf of the Weaver House, spoke to Council regarding his willingness to work with the town related to noise complaints.

Mr. Eller read a written comment submitted by Beth Mangum supporting Weaver House on Main Street.

5. Consent Agenda

Councilmember Sherril moved for the approval of the Consent Agenda. Councilmember McKenna seconded the motion. All voted in favor of the motion to approve all action requested in the Consent Agenda listed below. Motion passed 4-0.

- A. Monthly Tax Report and Tax Collector's Settlement** – *Information only – submitted by Buncombe County Tax Department.*
- B. Budget Amendment – Police, Fire and Public Works** – *Budget amendments related to the police department, fire department and public works.*
- C. Budget Amendment – Community Center** – *Budget amendment related to the Community Center project.*
- D. Source Water Resiliency and Response Plan** – *Notice provided pursuant to NCGS 130-320 of the development and implementation of a SWRRP*
- E. Set Public Hearing for 11/22/21at 7pm on Code Amendments for Chapter 20 regarding Flag Lots and Technical Changes** – *Public hearing set for ordinance amendments.*
- F. Board Appointments** – *Appointment to the Planning Board*
- G. Nomination of Councilmember John Chase the FBRMPO** – *Councilmember Chase appointed to the FBRMPO*
- H. Road Closure Ordinance** – *Closure of Main Street for the Christmas Parade.*

6. Town Manager's Report

Ms. Coffey presented her Manager's report to Council which included information related to a public wifi system, 2021 Christmas parade, an update on the Woodfin annexation agreement, remote & hybrid meeting procedures, the November Town Council workshop and multi-factor authentication for network security.

7. Discussion and Action Items

A. Tailgate Market Request

Lori Jenkins spoke to Council regarding the Weaverville Tailgate Market Request for use of Community Center indoor space. Councilmember Sherril and Vice-Mayor Jackson shared their reservations related to the request. Through conversation it became the consensus of Council to have Ms. Coffey and Ms. Jenkins to work on an agreement with the tailgate market for use of the facility.

B. Fee Schedule Amendments – Facility Fees

Ms. Stovall presented information related to an update of the facility fees for the Community Center to Town Council.

Councilmember McKenna made a motion to approve the revised facility fees with the additional of a maximum daily fee. Councilmember Chase seconded and all voted in favor of the motion. Motion passed 4-0.

C. US Cellular Easement Acquisition Agreement

Ms. Jackson presented Council with information related to the proposed easement agreement with US Cellular. The possible increase in the height of the tower as allowed by the easement agreement and other provisions within the easement agreement led Town Council to reconsideration its willingness to convey a perpetual easement. The lease agreement that has a term beginning January 1, 2022, will be unaffected.

Vice Mayor Jackson motioned to decline the easement agreement as presented. Councilmember Chase seconded and all voted in favor. Motion passed 4-0.

D. Update on Criminal Justice Reform and Proposed Code Amendment

Ms. Jackson presented Council with information related to recent legislative changes which affects the town’s police department operations and the decriminalization of certain types of code violations. With an effective date of December 1, ordinance violations will be unenforceable under criminal law unless action is taken by Town Council to provide otherwise. An ordinance was presented as a stop gap measure until staff can provide a fuller analysis and recommendation.

Councilmember Sherrill motioned to adopt the ordinance revisions presented. Vice Mayor Jackson seconded and all voted in favor. Motion passed 4-0.

E. Annexation Petition for 25+ Acres on Ollie Weaver Road

Mr. Eller presented Council with information related to the proposed voluntary annexation including the location of the properties, the aggregate acreage of the properties and the desired zoning district and use of the properties if annexed. Mr. Eller also noted that the action requested of Council, ordering the Town Clerk to investigate the sufficiency of the annexation, would not bind Council to a particular action in future deliberations on the petition. Ms. Jackson noted that there is no set timeframe for Council to consider the annexation petition.

Doug Theroux provided his opinion that the annexation petition was invalid due to a discrepancy in the acreage shown **on the survey and the acreage shown** on the GIS system and irregularities related to the correction of the date on the application.

Warren Sugg spoke to the validity of the annexation petition.

Vice Mayor Jackson motioned to adopt the proposed resolution ordering the Town Clerk to investigate the sufficiency of the annexation. Councilmember Sherrill seconded and all voted in favor of the motion. Motion passed 4-0.

F. Quarterly Report – Planning

Mr. Eller presented Town Council with the quarterly report for the Planning Department.

G. Quarterly Report – Finance

Ms. Dozier presented Town Council with the quarterly report for the Finance Department.

8. Closed Session.

Councilmember Sherrill motioned to enter closed session as per NCGS Chapter 143-318.11(a)(3) to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged. Councilmember Chase seconded and all voted in favor of the motion. Motion passed 4-0.

[Closed Session]

Councilmember Sherrill motioned to exit closed session. Councilmember McKenna seconded and all voted in favor of the motion to exit closed session and re-enter open session.

9. Adjournment.

Vice Mayor Jackson motioned to adjourn the meeting. Councilmember Chase seconded and all voted in favor. Meeting adjourned at 9:45 p.m.

James Eller, Town Clerk

**TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM**

MEETING DATE: January 24, 2022
SUBJECT: Monthly Tax Report
PRESENTER: Finance Director
ATTACHMENTS: Monthly Tax Report

DESCRIPTION/SUMMARY OF REQUEST:

Buncombe County provides the following monthly tax report for December 2021.
This report is provided for information only.

No action is requested or required.

**Town of Weaverville
MONTHLY TAX REPORT
FY 2021-2022**

Tax Year 2021

Summary for YTD Dec 2021:

Original Billed Amts	\$	3,717,125
Abs Adj (Adjustments by Assessor)	\$	(2,640)
Bill Releases	\$	(31)
Discovery Levy	\$	14,153
Additional Levy	\$	527
Net Levy	\$	3,729,135
Total Current Year Collections	\$	2,953,720
% Collected		79.21%
Total Left to be Collected:	\$	775,414
Prior Years Tax Paid	\$	38,045
Prior Years Interest Paid	\$	2,841

Date run: 1/5/2022 9:48:06 AM

TR-401G Net Collections Report

NCPTS V4

Data as of: 1/4/2022 11:31:28 PM

Report Parameters:

Date Sent to Finance Start: Min - December 1, 2021 Date Sent to Finance End: Max - December 31, 2021 Abstract Type: BUS,IND,PUB,REI,RMV

Tax District: WEAVERVILLE

Levy Type: Admin Expense, Advertisement Fee, Attorney Fee, Collection Fee 5, Collection Fee 9, Cost, Docketing Expense, EXPENSE, FEE INTEREST, Garnishment Fee, Interest, LATE LIST PENALTY, Legal Ad Expense, NSF Penalty, Postage Expense, Sheriff Service Fee, SPECIAL ASSESSMENT, TAX, VEHICLE FEE, WEAVERVILLE TAX

Tax Year: 2021, 2020, 2019, 2018, 2017, 2016, 2015, 2014, 2013, 2012, 2011, 2010, 2009, 2008, 2007, 2006, 2005, 2004, 2003 Year For: 2021, 2020, 2019, 2018, 2017, 2016, 2015, 2014, 2013, 2012, 2011, 2010, 2009, 2008, 2007, 2006, 2005, 2004, 2003 Collapse Districts: N

Default Sort-By: Tax Year Grouping: Tax District, Levy Type

Fiscal Year Activity from July 1, 20XX to December 31, 2021										Activity from December 1, 2021 to December 31, 2021			
Tax Year	Orig. Billed Amt (\$)	Abs. Adj (\$)	Bill Releases (\$)	Disc. Levy (\$)	Net Levy (\$)	Amt Collect. (\$)	Unpaid Balance (\$)	Amt Collect. (\$)	Abs. Adj (\$)	Bill Releases (\$)	Disc. Levy (\$)	Assessor Refunds (\$)	Additional Levy (\$)
1		Assessor Refunds (\$)	Net Collections (\$)	Additional Levy (\$)	Collection Fee Amt. (\$)	% Coll.	% Uncoll.						
CA DISTRICT: WEAVERVILLE													
2020	0.00	0.00	0.00	0.00	0.00	11,355.60	0.00	11,355.60	0.00	0.00	0.00	0.00	0.00
2019	0.00	0.00	11,355.60	0.00	0.00	NA	NA	NA	0.00	0.00	0.00	0.00	0.00
2018	0.00	0.00	4,892.70	0.00	0.00	4,892.70	0.00	4,892.70	0.00	0.00	0.00	0.00	0.00
2017	0.00	0.00	192.28	0.00	0.00	192.28	0.00	192.28	0.00	0.00	0.00	0.00	0.00
2016	0.00	0.00	39.57	0.00	0.00	39.57	0.00	39.57	0.00	0.00	0.00	0.00	0.00
2015	0.00	0.00	64.92	0.00	0.00	64.92	0.00	64.92	0.00	0.00	0.00	0.00	0.00
2014	0.00	0.00	100.08	0.00	0.00	100.08	0.00	100.08	0.00	0.00	0.00	0.00	0.00
2013	0.00	0.00	6.70	0.00	0.00	6.70	0.00	6.70	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	1,020.36	0.00	0.00	1,020.36	0.00	1,020.36	0.00	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	0.00	NA	NA	NA	0.00	0.00	0.00	0.00	0.00

2012	0.00	0.00	0.00	0.00	0.00	566.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2011	0.00	0.00	566.10	0.00	0.00	NA	0.00	0.00	NA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sub.	0.00	0.00	18,250.90	0.00	0.00	18,250.90	0.00	0.00	NA	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TAX DISTRICT: WEAVERVILLE LEVY TYPE: LATE LIST PENALTY																			
2021	1,214.82	14.28	0.54	3,159.35	4,359.35	3,977.00	382.35	2,196.27	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2020	1,211.84	418.91	0.96	6,083.77	7,107.56	6,652.49	455.07	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sub.	2,426.66	433.19	1.50	9,243.12	11,466.91	10,629.49	837.42	2,196.27	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TAX DISTRICT: WEAVERVILLE LEVY TYPE: TAX																			
2021	3,717,125.43	2,640.01	30.76	14,153.16	3,729,134.66	2,959,720.30	775,414.36	1,012,851.13	999.25	0.00	0.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2020	3,354,216.35	5,400.00	59.94	22,850.56	3,374,333.73	3,370,518.03	3,815.70	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	499.63
2013	73,342.49	0.00	1,451.48	3,371,969.51	0.00	99.89%	0.11%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2012	68,037.63	0.00	1,623.13	71,719.36	0.00	100%	0%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2011	82.56	0.00	0.00	82.56	0.00	100%	0%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sub.	7,212,804.46	8,040.01	3,212.05	37,003.72	7,241,809.72	6,462,579.66	779,230.06	1,012,851.13	999.25	0.00	0.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	499.63
TAX DISTRICT: WEAVERVILLE LEVY TYPE: WEAVERVILLE TAX																			
2019	49,954.82	0.00	191.19	0.00	49,763.63	43,545.59	6,218.04	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2018	1,576.57	0.00	43,545.59	0.00	0.00	87.50%	12.50%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2017	771.97	0.00	2.21	0.00	1,574.36	771.65	802.71	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2016	217.62	0.00	771.65	0.00	0.00	49.01%	50.99%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2015	201.36	0.00	2.21	0.00	769.76	145.15	624.61	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
2014	2,126.15	0.00	145.15	0.00	0.00	18.86%	81.14%	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sub.	7,212,804.46	8,040.01	3,212.05	37,003.72	7,241,809.72	6,462,579.66	779,230.06	1,012,851.13	999.25	0.00	0.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	499.63

TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM

Date of Meeting: January 24, 2022
Subject: Budget Amendment – Public WiFi, Police, Fire
Presenter: Town Finance Director
Attachments: Budget Amendment Form

Description/Summary of Request:

In December 2021 the Town received grant funds of **\$42,000.00** from Land of Sky Regional Council as part of their Public WiFi project funded by Student Connect (Cares Act). The Town is working with Skyrunner for implementation in the downtown area, as well as Lake Louise area.

The Town collected an additional **\$9,573.00** in Cops for Kids donations in December 2021 and January 2022, bringing the fiscal year-to-date total to \$17,154.88.

The Town received donations totaling **\$550.00** for the Fire Department in November – December 2021.

The attached budget amendment is necessary in order to include these funds in the fiscal year 2021-2022 budget.

Action Requested:

Town Manager recommends approval of the attached Budget Amendment.

**Budget Amendment
Town of Weaverville**

What expense accounts are to be increased?

Account	Account Description	Transfer Amount
010-410-411-39530	Gov Body – Public WiFi	\$42,000.00
010-430-431-26608	Cops for Kids (Expenditure)	\$9,573.00
010-430-434-26600	Fire – Contributory Expense	\$550.00

What expense account(s) are to be decreased or additional revenue expected to offset expense?

Account	Account Description	Transfer Amount
010-004-300-07070	Grants Funds (Revenue)	\$42,000.00
010-004-300-09028	Cops for Kids (Revenue)	\$9,573.00
010-004-300-09026	Contributions Fire Dept	\$550.00

Justification: Please provide a brief justification for this budget amendment. *Land of Sky Award for Public Wifi; Cops for Kids donations received Dec 2021- Jan 2022; Contributions to the Fire Department Nov-Dec 2021.*

Authorized by Finance Officer	Date
Authorized by Town Manager	Date
Authorized by Town Council (if applicable)	Date

Budget Ordinance Section 7:

- B. The Budget Officer or his/her designee is hereby authorized to distribute departmental funds based upon the line item budgets and make expenditures therefrom, in accordance with the Local Government Budget and Fiscal Control Act.
- C. The Budget Officer or his/her designee may authorize transfers between line items, expenditures and revenues, within a department or division without limitation and without a report being required.
- D. The Budget Officer or his/her designee may transfer amounts up to 5%, but not to exceed \$10,000 monthly, between departments, including contingency appropriations, but only within the same fund. The Budget Officer must make an official report on such transfers at a subsequent regular meeting of Town Council.
- E. The Budget Officer or his/her designee may not transfer any amounts between funds, except as approved by Town Council, as a budget amendment.

TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM

Date of Meeting: January 24, 2022
Subject: Budget Amendment – Community Center
Presenter: Town Finance Director/Town Manager
Attachments: Budget Amendment Form

Description:

The Community Center fundraising program kicked off in February 2021, in order to raise money from the community to help complete the project. During December 2021 – January 2022 the Town collected an additional **\$1,352.24** in donations, bringing the total collected to date to \$36,470.90. These funds are being assigned to Fixtures & Equipment.

A budget amendment is needed so that the funds can be spent on completion of the community center.

Action Requested:

Town Manager recommends approval of the attached Budget Amendment for this capital project.

Budget Amendment FY 2021-2022

Town of Weaverville

What expense accounts are to be increased?

Account	Account Description	Transfer Amount
<u>070-300-000-19003</u>	<u>Fixtures & Equipment</u>	<u>\$1,352.24</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

What expense account(s) are to be decreased or additional revenue expected to offset expense?

Account	Account Description	Transfer Amount
<u>070-000-300-60020</u>	<u>Community Center - Contributions</u>	<u>\$1,352.24</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

Justification: Please provide a brief justification for this budget amendment. *To record donations received from the public in Dec 2021-Jan 2022 for the Community Center.*

_____	_____
Authorized by Finance Officer	Date
_____	_____
Authorized by Town Manager	Date
_____	_____
Authorized by Town Council (if applicable)	Date
_____	_____

Budget Ordinance Section 7:

- B. *The Budget Officer or his/her designee is hereby authorized to distribute departmental funds based upon the line item budgets and make expenditures therefrom, in accordance with the Local Government Budget and Fiscal Control Act.*
- C. *The Budget Officer or his/her designee may authorize transfers between line items, expenditures and revenues, within a department or division without limitation and without a report being required.*
- D. *The Budget Officer or his/her designee may transfer amounts up to 5%, but not to exceed \$10,000 monthly, between departments, including contingency appropriations, but only within the same fund. The Budget Officer must make an official report on such transfers at a subsequent regular meeting of Town Council.*
- E. *The Budget Officer or his/her designee may not transfer any amounts between funds, except as approved by Town Council, as a budget amendment.*

**TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM**

MEETING DATE: January 24, 2022
SUBJECT: Drinking Water State Revolving Fund (DWSRF) Resolutions
PRESENTER: Water Resources Superintendent Trent Duncan
ATTACHMENTS: Resolution – Water Supply Resiliency Improvements
Resolution – Water Treatment Expansion Project

DESCRIPTION/SUMMARY OF REQUEST:

Pursuant to action taken by Town Council on December 20, 2021, WithersRavenel is in the process of preparing for the Drinking Water State Revolving Fund (DWSRF) Spring 2022 cycle of grants and loans in order to seek grant/loan funding for the Town and certain water supply resiliency improvements and/or the expansion of the water treatment plant. As previously noted, there are likely to be millions of dollars that will be available for water projects which could be used on projects that are under consideration by the Town.

For application purposes, water supply resiliency improvements include a new generator at the WTP, a new generator at the raw water intake, back wash pumps, a new high service pump station, a new clearwell, and conversion from chlorine gas to sodium hypochlorite. These needed improvements are expected to score well in the grant review process.

Town Council is asked to adopted the two resolutions that are attached (one for the water supply resiliency improvements and one for the WTP Expansion Project). Each of these resolutions do the following:

- Arrange financing for all remaining costs of the project, if approved for a State grant/loan award and such award is accepted by Town Council
- Agree that should the Town default on any loan repayment that any State funds that the Town is entitled to can be withheld from the Town until loan is paid off
- Maintain water rates and fees adequate for the proper operation, maintenance, and administration of the system and the repayment of all principal and interest
- Provide for efficient operation and maintenance of the project on completion of construction
- Authorize the Mayor and appropriate staff to execute and provide documents necessary for a complete application
- Comply with application federal, state, and local laws, regulations, and rules, and to any grant or loan provisions

COUNCIL ACTION REQUESTED:

Town Council is asked to take action to adopt the attached resolutions as presented.

TOWN OF WEAVERVILLE RESOLUTION CONCERNING APPLICATION FOR GRANTS AND/OR LOANS FOR WATER SUPPLY RESILIENCY IMPROVEMENT PROJECTS

- WHEREAS,** The Federal Clean Water Act Amendments of 1987 and the North Carolina the Water Infrastructure Act of 2005 (NCGS 159G) have authorized the making of loans and grants to aid eligible units of government in financing the cost of construction of drinking water treatment works, and
- WHEREAS,** The Town of Weaverville has need for and intends to construct a drinking water treatment works project described as the Water Supply Resiliency Improvements project, and
- WHEREAS,** The Town of Weaverville has a need for and intends to undertake a project to increase resiliency of the water supply by installing a new generator at the WTP, new generator at the raw water intake, back wash pumps and a new high service pump station, a new clearwell, and conversion from chlorine gas to sodium hypochlorite, and
- WHEREAS,** The Town of Weaverville intends to request state grant/loan assistance for the project,

NOW THEREFORE BE IT RESOLVED, BY THE TOWN COUNCIL OF THE TOWN OF WEAVERVILLE:

That Town of Weaverville, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State grant/loan award and such award is accepted by **Applicant**.

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the governing body of the **Applicant** agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the Town of Weaverville to make scheduled repayment of the loan, to withhold from the Town of Weaverville any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.

That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That **Selena Coffey, Town Manager, and Patrick Fitzsimmons, Mayor, the Authorized Officials**, and successors so titled, are hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a grant/loan to aid in the construction of the project described above.

That the **Authorized Officials**, and successors so titled, are hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

ADOPTED this the 24th day of January, 2022, at Weaverville, North Carolina.

Patrick Fitzsimmons, Mayor

TOWN OF WEAVERVILLE RESOLUTION CONCERNING APPLICATION FOR GRANTS AND/OR LOANS FOR WATER TREATMENT PLANT EXPANSION PROJECT

WHEREAS, The Federal Clean Water Act Amendments of 1987 and the North Carolina the Water Infrastructure Act of 2005 (NCGS 159G) have authorized the making of loans and grants to aid eligible units of government in financing the cost of construction of drinking water treatment works, and

WHEREAS, The Town of Weaverville has need for and intends to construct a drinking water treatment works project described as the expansion of the water treatment plant. The Town currently owns and operates a 1.5 MGD water treatment plant and associated water distribution system. This plant was constructed in 1996 and is approaching water production values which trigger mandated actions to begin the planning, design, and construction process for increase capacity of this facility, and

WHEREAS, The Town of Weaverville has a need for and intends to undertake a project to expand the plant to 3.0 MGD by providing a second treatment train identical to the existing train (claricone, flash mix, flocculation, sedimentation, and filtration). A new pump will be added to the existing intake pump station in a space provided in the original plant construction. Approximately 1,330 LF of piping will be installed along Sam's Road to extend the existing NPDES discharge of filter backwash. The existing clearwell will be converted to sludge handling and a new 0.5 MG clearwell and high service pumps will be constructed on the existing plant site. One generator for the WTP site and one for the intake pump station is also included in the project. All disturbed areas will be within the existing WTP site except for the drain line which runs along Sams Road from the WTP to the Intake pump station site, and

WHEREAS, The Town of Weaverville intends to request state grant/loan assistance for the project,

NOW THEREFORE BE IT RESOLVED, BY THE TOWN COUNCIL OF THE TOWN OF WEAVERVILLE:

That Town of Weaverville, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State grant/loan award and such award is accepted by **Applicant**.

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the governing body of the **Applicant** agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the Town of Weaverville to make scheduled repayment of the loan, to withhold from the Town of Weaverville any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.

That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That **Selena Coffey, Town Manager**, and **Patrick Fitzsimmons, Mayor**, the **Authorized Officials**, and successors so titled, are hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a grant and/or loan to aid in the construction of the project described above.

That the **Authorized Officials**, and successors so titled, are hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained

above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

ADOPTED this the 24th day of January, 2022, at Weaverville, North Carolina.

Patrick Fitzsimmons, Mayor

**TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM**

MEETING DATE: January 24, 2022
SUBJECT: Proposed Amendments to Personnel Policy
PRESENTER: Town Manager and Town Attorney
ATTACHMENTS: Proposed Resolution Amending the Town’s Personnel Policy

DESCRIPTION/SUMMARY OF REQUEST:

The Town Manager recommends that Town Council consider amendments to the Personnel Policy and its provisions concerning holiday pay, sick leave accrual, and discipline. The specific amendments that are recommended are as follows:

- Revising the definition of *workday* to include a reference to holiday pay
- Revising the holiday leave section to delete the number 12 in recognition that most years have 12 holidays a year, but some years may have 13 holiday days and others may have 11, depending on the days of the week on which holidays fall [this happened recently with regard to New Year’s Day]
- Changing the holiday leave section to provide that holiday leave is to be accrued similar to sick leave so that all employees, including those that must work holidays, can take time off and not just get paid for the holiday worked
- Simplifying the sick leave accrual provision by relying on the definition of workday
- Adding employee assistance plan counseling/assessment to disciplinary options
- Providing that a disciplinary conference should be held for demotions as well as dismissals; revising the disciplinary conference section to more clearly outline the step-by-step process and indicating that the process should be used to the greatest extent possible under the circumstances

None of these proposed amendments have an anticipated budgetary impact. The Town Attorney assisted in the drafting of these amendments and joins in the recommendation that they be adopted.

Due to its length the entire personnel policy is not provided with this agenda item but is available upon request.

COUNCIL ACTION REQUESTED:

Town Council is asked to approve these amendments to the Town’s Personnel Policy. A resolution that accomplishes this requested action is attached for Town Council’s consideration.

**TOWN OF WEAVERVILLE
RESOLUTION AMENDING THE TOWN'S PERSONNEL POLICY**

WHEREAS, Part 4 of Article 7 of Chapter 160A of the North Carolina General Statutes sets forth certain requirements and provides certain authority to Town Council regarding its employees and the establishment of policies regarding its employees; and

WHEREAS, pursuant to Article I, Section 6 of the Personnel Policy, the Town Manager provided Town Council with copies of the adopted policies and her recommendations on certain amendments and additions to the Town's policies; and

WHEREAS, Weaverville has previously adopted a Personnel Policy and related policies, routinely reviews those policies, and now wishes to adopt new and revised policies regarding personnel and related matters to set forth general guidelines for its employees' conduct and benefits; and

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN OF WEAVERVILLE, NORTH CAROLINA, ACTING THROUGH ITS COUNCIL MEMBERS, AS FOLLOWS:

1. Town Council hereby amends the **PERSONNEL POLICY** as noted below with an immediate effective date and directs that Tab 1 of the Policy and Procedures Manual be updated with the amended policy:

- The definition of workday in Article II is amended to read as follows:

Workday – For shift personnel operating in the fire department and the police department a workday for holiday leave, annual leave and sick leave calculations will be 12 hours. For shift personnel operating at the water treatment plant a workday for holiday leave, annual leave and sick leave calculations will be 10 hours. For all others, including non-shift personnel, a workday for these calculations will be either 8 hours or 7.5 hours depending on the schedule established in the employee's department.

- Article VII, Section 2 is retitled "**Holiday Leave**" and is replaced in its entirety with the following provisions:

(a) **Holiday Schedule** - The Town provides paid holidays each calendar year for eligible employees and recognizes the following holidays:

New Year's Day – 1 day
Martin Luther King Birthday – 1 day
Good Friday – 1 day
Memorial Day – 1 day
Independence Day – 1 day
Labor Day – 1 day
Veteran's Day – 1 day
Thanksgiving – 2 days
Christmas – 3 days

The Town Manager shall adopt and publish a schedule of holidays each year consistent with this policy but taking into consideration the days of the week on which the above holidays fall.

(b) **Religious Holidays** – Employees wishing to schedule time off for religious observances must request leave from their respective department heads. The department head will attempt to arrange the work schedule so that an employee may be granted annual leave for

the religious observance. Annual leave for religious observance may be denied only when granting the leave would create an undue hardship for the Town.

- (c) **Eligibility** - All fulltime and part-time employees, whether regular or probationary employees shall receive paid holiday leave. Auxiliary and temporary employees are eligible for holiday pay if, and only if, they actually work the holiday.
- (d) **Accrual Rate** - Holiday leave shall accrue at a rate of one (1) workday per month (see Article II for definition of workday).
- (e) **Accumulation** - Holiday leave may be accumulated without any maximum between January 1 and December 31 of each calendar year. All holiday leave balances accumulated in the prior year shall be converted to annual leave in January of each year.

As the latter part of the calendar year includes several holidays, employees are cautioned to be mindful of their use of holiday leave so that a sufficient holiday leave balance is available for use in November and December.

- (f) **Manner of Taking** - Holiday leave requests should typically be submitted with each payroll that includes a holiday. For employees that are required to work a holiday, holiday leave requests should follow the procedures for taking annual leave.
- (g) **Payment Upon Separation** - At separation all holiday leave accumulated by an employee shall be treated like annual leave and paid out in accordance with those provisions.

- Article VII, Section 4, subparagraph (b), concerning sick leave accrual is amended to read as follows:

Accrual Rate - Sick leave shall accrue at a rate of one (1) workday per month (see Article II for definition of workday)."

- The following provision is added to Article XIV, Section 2, as an additional disciplinary option:

Recommended and/or mandatory session(s) with an employee assistance program, with compliance and participation level being reported and included in the employee's personnel file.

- Article XIV, Section 3 is retitled "**Disciplinary Conference for Demotion or Dismissal**" and is replaced in its entirety with the following:

When the demotion or dismissal of an employee is recommended or being considered, to the greatest extent possible under the circumstances the following procedural guidelines shall apply. Modifications to the procedures shall only be made with the consent of the Town Manager.

- (a) **Step 1 - Department Head Recommendation** - A Department Head recommending demotion or dismissal shall present a written recommendation to the Town Manager and receive his or her authorization to hold a pre-disciplinary conference with the employee. A Department Head conducting a pre-disciplinary conference shall have the authority to recommend what, if any, disciplinary action should be imposed on the employee, but does not have the authority to dismiss any employee.
- (b) **Step 2 - Pre-Disciplinary Conference Scheduled** - The Department Head or Town Manager shall schedule a pre-disciplinary conference with the employee and provide notice to the employee. Advance written notice of the pre-disciplinary

conference shall be given to the employee of the time, location, and the issue for which demotion or dismissal has been recommended. The amount of advance notice shall be as much as is practical or reasonable under the circumstances.

- (c) **Step 3 – Pre-Disciplinary Conference Conducted** – The Department Head or Town Manager shall conduct a pre-disciplinary conference with the employee, The purpose of the pre-disciplinary conference shall be to review the recommendation for demotion or dismissal with the affected employee and to listen to and to consider any information put forth by the employee, in order to ensure that a demotion or dismissal decision is sound and not based on misinformation or mistake.

Attendance at the conference will be limited to the employee and the person conducting the conference. The Human Resources Officer or a second Town representative may be present at the Town Manager's direction. Security personnel may be present when, in the discretion of the person conducting the conference, a need for security exists. No attorneys representing either side may attend the conference.

In the conference, the Department Head or Town Manager shall give the employee oral or written notice of the recommendation for demotion or dismissal, including specific reasons for the proposed discipline and a summary of the information supporting that recommendation.

The employee shall have an opportunity to respond, to refute information supporting the recommended action and to offer information or arguments in support of the employee's position.

Every effort shall be made by the Department Head or the Town Manager to ensure that the employee has had a full opportunity to set forth any available information in opposition to the recommendation to demote or dismiss prior to the end of the conference. This opportunity shall not include the right to present witnesses.

Written notes of the conference must be taken by a Town representative attending the conference to summarize the employee's response and such notes shall be included in the employee's personnel file.

- (d) **Step 4 – Department Head Final Recommendation** – Not more than two business days after the conference, and as promptly as possible under the circumstances, the Department Head shall submit a final written recommendation to the Town Manager. In the discretion of the Town Manager this time frame may be extended if the employee is on leave with pay.

- (e) **Step 5 – Town Manager Review and Decision** – Following the conference and receipt of the Department Head's final recommendation, the Town Manager shall review and consider the response of the employee and reach a decision on the proposed recommendation of demotion or dismissal.

To minimize the risk of demotion or dismissal upon erroneous information, and to allow time following the conference for management to review all necessary information, the decision should not be made or communicated to the employee prior to the beginning of the next business day following the conclusion of the conference and receipt of the Department Head's final recommendation.

The Town Manager's decision should normally be made within two business days after the conclusion of the conference and receipt of Department Head's final recommendation. In the discretion of the Town Manager this time frame may be extended if the employee is on leave with pay.

- (f) **Step 6 – Employee Notification of Decision** – If the Town Manager's decision is to demote or dismiss the employee, a written letter of demotion or dismissal containing the effective date of the demotion or dismissal and the employee's appeal rights shall be issued to the employee in person or by mail to the last known address of the employee.

The effective date of a demotion or dismissal shall be determined by the Town Manager but should not be earlier than the date of the letter nor more than 14 calendar days after the notice of demotion or dismissal.

The employee shall be informed in the final decision letter that the final decision letter is a public record and that the agency is required by law to release it pursuant to a public records request.

- (g) **Step 7 – Employee Appeal of Decision** – A demoted or dismissed employee has 10 calendar days from the date of the letter of demotion or dismissal in which to submit an appeal under Article XV. If an employee is dismissed and appeals his or her dismissal through the Town's grievance procedure set out in Article XV, the Town's final decision shall be amended to set forth the specific acts or omissions that are the basis of the employee's dismissal.

2. The Town Manager is hereby directed to continue to maintain a Policy and Procedures Manual which is to include, but is not limited to, all personnel and related policies adopted by Town Council and the Town Manager, and, in accordance with Section 6 of Article I of the Personnel Policy, is directed to continue to develop, maintain and administer such guidelines, policies, and procedures indicated in the Personnel Policy, and to provide copies of those adopted policies to Town Council on an annual basis or upon request.
3. This resolution shall become effective immediately.

ADOPTED this ____ day of January, 2022.

PATRICK FITZSIMMONS, Mayor

ATTEST:

JAMES ELLER, Town Clerk

**TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM**

MEETING DATE: January 24, 2022
SUBJECT: Resolution Approving Donation of Surplus Personal Property – Blue Lights and Related Speakers and Supplies
PRESENTER: Town Manager
ATTACHMENTS: Proposed Resolution

DESCRIPTION/SUMMARY OF REQUEST:

For several years the Police Department has been storing several obsolete and unneeded blue light bars and related speakers, wiring and supplies, and would now like them officially deemed surplus so that they can be disposed of.

As allowed by G.S. § 160A-280, the Town Manager proposes that these items be declared surplus and donated to the Wellford Police Department in Spartanburg County, South Carolina.

Notice of an intent to take this action was posted on the Town’s website and main bulletin board on January 18, 2022, so action at tonight’s meeting to adopt a resolution declaring the surplus and authorizing the donation is appropriate.

The Town Attorney has prepared a release of liability for donated equipment for the receiving entity to sign prior to the donation and that is referenced as a condition of the donation in the proposed resolution.

COUNCIL ACTION REQUESTED:

Adoption of the attached *Resolution Declaring Obsolete Blue Lights and Related Speakers, Wiring and Supplies as Surplus Personal Property and Approving Donation Pursuant to G.S. § 160A-280.*

TOWN OF WEAVERVILLE

**RESOLUTION DECLARING OBSOLETE BLUE LIGHTS AND RELATED
SPEAKERS, WIRING AND SUPPLIES AS SURPLUS PERSONAL
PROPERTY AND APPROVING DONATION PURSUANT TO G.S. §160A-280**

WHEREAS, North Carolina General Statute §160A-280 authorizes Town Council to donate surplus personal property to another governmental unit and/or a nonprofit organization incorporated in North Carolina; and

WHEREAS, the Town of Weaverville has certain law enforcement equipment that is of little value, obsolete and out of service for many years, rendering such equipment as surplus property (hereinafter collectively “Surplus Property”): 4 blue lights and 2 speakers with wiring and 1 box of miscellaneous replacement blue light bulbs and strobes;

WHEREAS, the Wellford Police Department in Spartanburg County, South Carolina, a governmental unit, has expressed an interest in receiving the Surplus Property;

WHEREAS, in accordance with North Carolina General Statute §160A-280, notice of Town Council’s intent to declare these personal property items as surplus and donate them to the Wellford Police Department was posted on the Town’s website and main bulletin board on January 18, 2022;

NOW, THEREFORE, BE IT RESOLVED, that, as allowed by North Carolina General Statute §160A-280, the personal property described herein is hereby declared as surplus and the respective donations is authorized subject to the execution of a release of liability for donated equipment to be drafted and approved by the Town Attorney.

ADOPTED this the 24th day of January, 2022.

PATRICK FITZSIMMONS, Mayor

JAMES ELLER, Town Clerk



Town Manager's Monthly Report

Selena D. Coffey, ICMA-Credentialed Manager

January 2022

July 4 Event

I want to update Town Council and get your input regarding our July 4 fireworks for 2022. Per Town Council's conversations after last year's event, I have looked into the following issues:

- 1) Noise Complaints: Because we had complaints from downtown residents regarding noise from our fireworks show, I have requested a quote that will avoid the intentionally loud "booming" fireworks. Pyrotecnico estimates that we will spend \$25,000 for fireworks this year and says that the fireworks will still be loud, but they can eliminate "salutes" (the biggest booms).
- 2) Potential for a Laser Show: In another effort to look prevent as much noise from the fireworks, I spoke with Pyrotecnico regarding the potential for a laser show this year. Pyrotecnico's shared that their outdoor shows will typically range from \$25,000-\$40,000 for a 15-20 minute patriotic show. One drawback is that the laser beams MUST terminate onto a non-reflective surface (i.e. thick tree line, building, screen, mountain, etc). Due to this, shows typically end up only catering to a small space. People must "be there" and be able to see the laser units in order for it to have an impact.

I would like for Town Council to share its thoughts regarding our fireworks show for July 4 during Monday's meeting or soon thereafter.

Noise Ordinance Update

Staff is completing a final draft of the proposed Noise Ordinance update and will have this for Town Council's February meeting.

Public Wi-Fi Update

Skyrunner requested a one-month extension to the public wi-fi funding from Land of Sky Regional Council. The extension was approved and Skyrunner continues to work towards completion of the Town's public wi-fi projects. Public wi-fi is now functional at Lake Louise Park and work is ongoing on Main Street and in the Main Street Nature Park. Thanks to Mayor Fitzsimmons and Councilwoman Cordell for making contact with some of our downtown business owners requesting their support for the project and hosting access points.

February 8 Workshop

Town Council's next workshop will be held Tuesday, February 8 at 6pm. This workshop topic will be a continued discussion on the comprehensive pay and classification study by David Hill, Piedmont Regional Council.

TOWN OF WEAVERVILLE

TOWN COUNCIL AGENDA ITEM

DATE OF MEETING: January 24, 2022
SUBJECT: Water Commitment Request – 60 Ollie Weaver Road
PRESENTER: Town Manager/Public Works Director
ATTACHMENTS: Application for Water Commitment Letter
Proposed Site Plan
Draft Commitment Letter

DESCRIPTION/SUMMARY OF REQUEST:

Civil Design Concepts, on behalf of the owner/developer of certain properties on Ollie Weaver Road, submitted a water commitment application on October 12, 2021, requesting 98,000 GPD for a proposed apartment complex consisting of 244 dwelling units on the following parcels on Ollie Weaver Road: 9733-73-5347, 9733-83-3019, and 9733-83-1054.

To serve this project the developer has requested a water commitment of 98,000 gallons per day with peak demand of 1,000 gallons per minute. No extension of the Town’s water system is needed to serve this project as it would connect directly into the new water main on Ollie Weaver Road.

This request is brought to Town Council pursuant to Code Section 30-77(3) which requires Town Council approval on commitments involving water meters that are larger than 2 inches. Applications are required to be presented to you after it has been determined by the town engineer that the system has adequate capacity to serve the connection. The Public Works Director, who also serves as the town engineer, has reviewed the request and has found that there is sufficient capacity within the Town’s water system to accommodate this request without any adverse effects on service to the Town’s current water customers.

Town Code Sec. 30-77(3) indicates that the “criteria for the determination shall be based on the town manager’s recommendations; the standing of the request as it relates to priorities listed in Town Code Sec. 30-31(5) and/or the exclusive right of the town to deny the request for any reason whatsoever.” Priorities listed in Town Code Sec. 30-31(5) include: capacity in the system, public health and safety, orderly growth, environmental conditions, capital improvement plans, annexation plans, master plans, zoning, fiscal impact on the town, and effect on service to existing customers.

Town Manager recommends that Town Council approach this water request carefully given that decisions have not yet been made concerning increasing the capacity in the water treatment plant and reminds Town Council that there is no specific time frame within which Town Council must act on the request. Town staff will be available at tonight’s meeting to answer any questions that Town Council might have. In the event that Town Council wishes to proceed with this request a draft commitment letter is attached for consideration.

ACTION REQUESTED:

Council discussion and decision regarding the water commitment application.



rec'd 10/12/21

Transmittal

Date: September 15, 2021
Project Name: Ollie Weaver
CDC Project: 12148

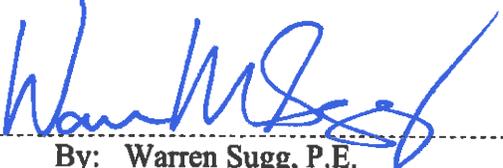
To: Dale Pennell, P.E., P.L.S.
Town of Weaverville
Public Works Director
15 Quarry Road
Weaverville, NC 28787

Via Mail Overnight Hand Delivered Pick up @ CDC Office

Copies	Date	Description
1	09-15-21	Application for a Commitment Letter
1	09-15-21	Check for \$35.00 to cover processing
1	09-15-21	11x17 Conceptual Layout Bulletin

REMARKS:

cc:


By: Warren Sugg, P.E.

TOWN OF WEAVERVILLE
WATER DEPARTMENT

APPLICATION FOR A COMMITMENT LETTER

APPLICANTS NAME: Warren Sugg, P.E.

PROJECT NAME: Ollie Weaver

ADDRESS: 168 Patton Avenue

LOCATION: 60 Ollie Weaver Rd., Garrison

Asheville, NC 28801

Branch Rd., 55 Garrison Branch No 2 Rd

PHONE NUMBER: 828-252-5388

PIN NUMBER: 9733-73-5347; 9733-83-3019; 1054

ELEVATION: 2120

TYPE OF SERVICE:

- | | | |
|-------------|-------------------------------------|---|
| RESIDENTIAL | <input type="checkbox"/> | SINGLE FAMILY HOME |
| | <input type="checkbox"/> | TWO FAMILY _____ NUMBER OF BUILDINGS |
| | <input checked="" type="checkbox"/> | MULTI-FAMILY <u>11</u> NO. OF BUILDINGS <u>24/20</u> UNITS PER BUILDING |
| | <input type="checkbox"/> | RESIDENTIAL SUBDIVISION _____ NO. OF LOTS |
| COMMERCIAL | <input type="checkbox"/> | SINGLE COMMERCIAL BUILDING |
| | <input type="checkbox"/> | UNIFIED BUSINESS DEVELOPMENT _____ NO. OF BUILDINGS |
| | | _____ NO. OF UNITS |
| INDUSTRIAL | <input type="checkbox"/> | SANITARY FACILITIES ONLY |
| | <input type="checkbox"/> | SANITARY & INDUSTRIAL PROCESS WATER |
| OTHER | <input type="checkbox"/> | FIRE SPRINKLER SYSTEM |
| | <input type="checkbox"/> | IRRIGATION SYSTEM |
| | <input type="checkbox"/> | _____ |

CAPACITY REQUESTED:

MAXIMUM GALLONS PER MINUTE 1,000
MAXIMUM GALLONS PER DAY 98,000
ANTICIPATED DATE OF SERVICE Fall 2022

PROJECT DESCRIPTION:

By way of Attachment(s) provide as much information as possible about this project. At minimum, attach A copy of the County Tax Map showing the location of the property. If the project involves a subdivision or more than one building location, a topographic map of the property is required to show building or lot Elevation.

ACKNOWLEDGEMENT:

I Warren Sugg, P.E. understand that the processing fee of \$ 35 paid herewith is non-refundable and is to cover the costs of processing and investigating this request and that an additional Commitment Fee based on the size and number of connections is due upon approval. It is further understood that the Town has the exclusive right to deny the request for any reason whatsoever.

Signature Warren M Sugg

Date 10/11/2021



WATER DEMAND CALCULATIONS

Project Scope: This project will consist of 244 - 3 bedroom 2 bath units.

AVERAGE DAILY DEMAND

Establishment Type	Daily Design Flow	No. of Units	Total Flow	Notes
3 Bed/2 Bath Units	400 gal / Unit	244	97,600 gpd	
			-	
Average Daily Demand			97,600 gpd	rounded to 98,000

Are fixture counts available: Yes

PEAK WATER DEMAND

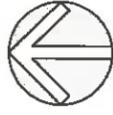
Fixture Type	Demand Weight of Fixtures	No. of Fixtures	Fixture Units
Sinks	4 fixture units / Fixture	488	1,952
Water Closet FV	5 fixture units / Fixture	488	2,440
Bath/Shower	4 fixture units / Fixture	488	1,952
Washing Machine	4 fixture units / Fixture	244	976
Dishwasher	1.4 fixture units / Fixture	244	342
Total Fixture Units			7,662
Total Peak Water Demand			1,000 gpm

FIRE PROTECTION

Unit demand = 1,000 GPM

Notes:

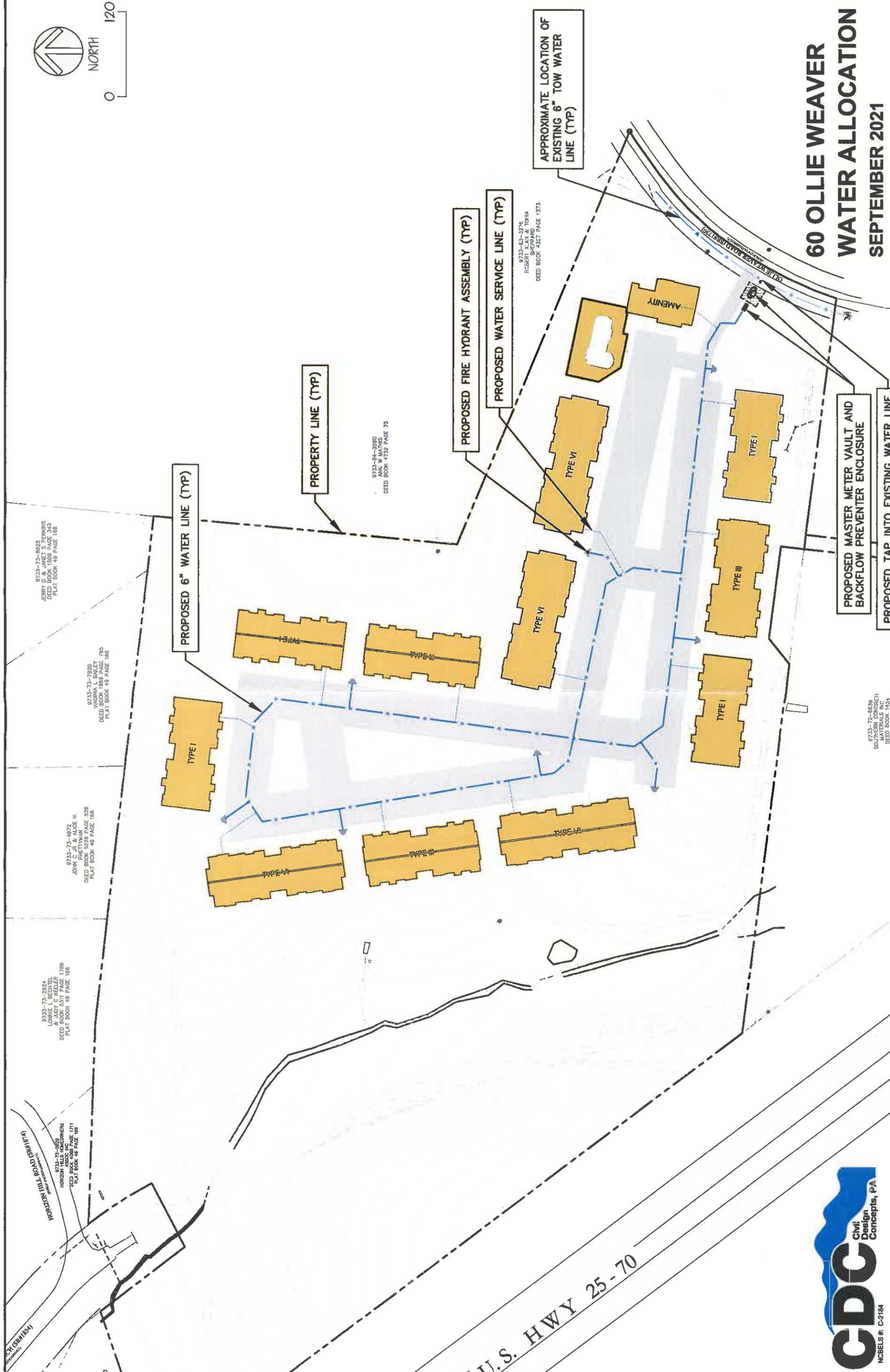
1. Establishment types and daily design flows from Average Daily Water Demand Chart.
2. Fixture types and demand weight from COA Design & Construction Manual figure W02-b.
3. Peak design flows are from Instantaneous Water Demands Chart.
4. Calculated domestic water demand above is based upon anticipated fixture counts for the project. Final calculations shall be done by the Plumbing Engineer during construction document preparation.



NORTH

120

60 OLLIE WEAVER WATER ALLOCATION SEPTEMBER 2021



9733-73-8825
JERRY D. & JANET S. PERKINS
DEED BOOK 1569 PAGE 343
PLAT BOOK 49 PAGE 166

9733-73-7820
VIRGINIA L. BAILEY
DEED BOOK 1868 PAGE 795
PLAT BOOK 49 PAGE 186

9733-73-4972
JOHN C. JR. & ALICE W. PRETTYMAN
DEED BOOK 3221 PAGE 528
PLAT BOOK 49 PAGE 186

9733-73-2024
LONNIE L. BECHTEL
& JUDY C. WELLS
DEED BOOK 1571 PAGE 186
PLAT BOOK 49 PAGE 186

9733-73-0659
HORIZON ASSOC. INC.
DEED BOOK 408 PAGE 1071
PLAT BOOK 49 PAGE 186

9733-84-3590
ANN. W. MATHEIS
DEED BOOK 4732 PAGE 75

9733-68-1376
ROBERT A. JAY & TONIA SHEPPARD
DEED BOOK 4327 PAGE 1373

9733-72-6639
SOUTHERN CONCRETE
MULTI-UNIT HOUSING
DEED BOOK 1424
PAGE 144

36 U.S. HWY 25-70



January 25, 2022

Mr. Warren Sugg, PE
Civil Design Concepts, PA
168 Patton Avenue
Asheville, NC 28801

Re: Water Commitment for 60 Ollie Weaver Road Apartments
PIN 9733-73-5347, 9733-83-3019, 9733-83-1054

Dear Mr. Sugg:

This letter represents the Town of Weaverville's review of the water commitment request that was submitted by you on behalf of WeaverVegas, LLC dated September 15, 2021 and received on October 12, 2021. Your request indicated that a proposed development on the properties listed above would consist of 11 buildings totaling 244 units. You requested domestic water service for 244 apartments at 400 GPD each (97,800 GPD) rounded to 98,000 GPD and fire protection service at 1000 GPM. Based on our review, it has been determined that our water system has adequate capacity to serve this connection. Therefore, based on the information that you have provided, your commitment request is hereby approved to provide your project with domestic water service and fire protection flow. The following represents the conditions that must be met in order for the Town to provide water to your project:

1. Please have your engineer coordinate with Weaverville Public Works Director Dale Pennell on the detailed plans, materials, and installation of this water service.
2. All water services must be installed in accordance with Town Code and Water Policies, Procedures, and Specifications. Component submittals must be provided to the Public Works Director for approvals. Work must be performed by a NC Licensed Utility Contractor and supervised by Town staff.
3. The Owner/Developer is to pay all costs associated with the installation of the water service, water service line, taps, meters, valves, and other related appurtenances.
4. Tap fees are not required where taps, meters, and associated appurtenances are provided and installed by Owner/Developer; a Tap Fee must be paid if the tap is made by

30 South Main Street • Weaverville, NC 28787 (PO Box 338)

(828) 645-7116 • Fax (828) 645-4776

www.weavervillenc.org

DRAFT

Town Staff. System Development Fees, Service Charges, and Deposits will be assessed at the time water service is requested to be turned on.

5. This water commitment is valid only for the project described in this letter and is valid for 1 year from the date of this letter. Installation of the water system improvements must begin before the expiration date unless otherwise extended per town policy.
6. This water commitment does not constitute the Town's approval and acceptance of the proposed project.
7. This water commitment cannot be used to secure a building permit. To be eligible for a building permit, your water tap(s) for the project must be installed, approved, and activated.

You paid \$100 on January 14, 2022 as part of your Application for a Commitment Letter. Additional fees based on the size of the domestic meter for the approved connection will be required to activate your account per the Town's current Fee Schedule.

Sincerely,

Selena D. Coffey, MPA, ICMA-CA
Town Manager

cc: Dale Pennell, Public Works Director

**TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM**

MEETING DATE: January 24, 2022
SUBJECT: Water System Committee Recommendations
PRESENTER: Vice Mayor Jeff McKenna
ATTACHMENTS: Proposed Resolution

DESCRIPTION/SUMMARY OF REQUEST:

As discussed during Town Council’s workshop on January 18, 2022, the Water System Committee (comprised of Vice Mayor Jeff McKenna and Councilmembers Andrew Nagle and John Chase) is proposing three recommendations concerning the Town’s water system. Those recommendations are summarized as follows:

- **Move ahead with deliberate speed on the water supply resiliency, redundancy, and safety improvements and pursue all reasonable funding sources including the Drinking Water State Revolving Fund grants/loans.** These improvements include a new generator at the WTP, a new generator at the raw water intake, back wash pumps, a new high service pump station, a new clearwell, and conversion from chlorine gas to sodium hypochlorite. *Under a separate agenda item Town Council has been asked to adopted two resolutions that authorize the applications for the Spring 2022 grant/loan cycle of the Drinking Water State Revolving Fund for the water supply resiliency items and for the expansion of the water treatment plant. Adoption of those resolutions is consistent with this recommendation.*
- **Engage in formal discussions with neighboring jurisdictions and other stakeholders to determine the feasibility of cooperative agreements that will allow a broader regional approach to the supply of water in and around the Town of Weaverville.** It is hoped that these conversations could be taken within the next 6 to 9 months.
- **Delay the Town’s Water Treatment Plant Expansion Project while the regional water discussions are taking place and the water supply resiliency improvements are being pursued. Consider carefully any water allocation requests for properties outside of Town limits during these regional conversations.**

In the event that Town Council would like to proceed with these recommendations, a proposed resolution is attached for Town Council’s consideration.

COUNCIL ACTION REQUESTED:

Town Council discussion and possible action concerning these recommendations.

**TOWN OF WEAVERVILLE
RESOLUTION CONCERNING THE TOWN'S WATER SYSTEM**

WHEREAS, the Town owns and operates a water system that includes a water treatment plant that was completed in 1997 and has a permitted design capacity which allows the withdrawal of up to 1.5 million gallons of raw water per day from the Ivy River;

WHEREAS, the plant is in need of some improvements in order to address water supply resiliency, redundancy, and safety concerns (“water supply resiliency improvements”), including the following; a new generator at the WTP, a new generator at the raw water intake, back wash pumps, a new high service pump station, a new clearwell, and conversion from chlorine gas to sodium hypochlorite; and

WHEREAS, preliminary engineering reports secured by the Town indicate that there will likely be a need to expand the water production capacity in the Town’s water treatment plant in the next ten years in order to accommodate expected growth in the area;

WHEREAS, the Ivy River is a regional natural resource and there appears to be interest among the Town’s neighboring jurisdictions and other stakeholders to have formal discussions concerning the feasibility of cooperative agreements that will allow a broader regional approach to the supply of water in and around the Town of Weaverville;

WHEREAS, while it is not prudent to delay the water supply resiliency improvements, there is sufficient current capacity in the water treatment plant to delay a decision on that project pending the outcomes of the regional water discussions;

Now, therefore, **BE IT RESOLVED** by the Weaverville Town Council as follows:

1. The Mayor and Town Manager are directed to contact neighboring jurisdictions and stakeholders to gauge interest in participating in conversations concerning the feasibility of cooperative agreements that will allow a broader regional approach to the public supply of water in and around the Town of Weaverville. Governmental jurisdictions and stakeholders to invite to those conversations include, but are not limited to: Buncombe County, Marshall, Mars Hill, Madison County, Friends of the Ivy, Madison and Buncombe County Soil & Water Conservation District, Land-of-Sky Regional Council and North Carolina Department of Environmental Quality. Once interest is determined an interlocal regional water committee can be formed with representation from all interested parties.
2. Town Council action on the expansion of its Ivy River Water Treatment Plant is delayed while regional water discussions are occurring.
3. Town Council has agreed to approach water allocation requests pertaining to properties outside of the Town’s limits very conservatively until a decision is made on the expansion of the water treatment plant and while regional water discussions are occurring.

4. Staff is directed to proceed with the water supply resiliency improvements by determining cost estimates, attempting to secure grant and/or loan financing for the improvements, developing a financing plan, and to proceed with all necessary engineering, permitting, and bidding, and all other tasks necessary to have these needed improvements under contract as soon as practicable.
5. The Mayor and staff are directed to provide regular updates to Town Council on the regional water conservation and the water supply resiliency improvements.

THIS the 24th day of January, 2022.

TOWN OF WEAVERVILLE

Patrick Fitzsimmons, Mayor

ATTESTED BY:

James Eller, Town Clerk

Town of Weaverville
Town Council Agenda Item

Date of Meeting: Monday, January 24, 2022
Subject: Proposed Recreation Complex at Lake Louise Park
Presenter: Selena Coffey, Town Manager
Attachments: Proposal for Recreation Complex, Formerly referenced as Phase II of the Community Center Project

Description:

On November 16, 2021, Town Council heard public input on potential recreation amenities for the project formerly referred to as “Phase II, Community Center Project”. This project involves the use of the land above the new Weaverville Community Center at Dottie Sherrill Knoll for outdoor recreation amenities.

During the public input meeting in November 2021, Town Council heard significant support for the construction of pickleball courts on this property, in addition to other amenities such as basketball courts and free space/family areas. The public input received closely aligns with the site rendering of the subject property developed for the Town just prior to the construction of the Community Center. See architectural rendering attached.

Town Council Action Requested:

The Town Manager recommends that Town Council discuss further and give staff formal direction on how Council wishes to proceed with this project.

**PROPOSED -
FOR DISCUSSION
PURPOSES ONLY**



Town of Weaverville
Town Council Agenda Item

Date of Meeting: Monday, January 24, 2022
Subject: COVID-19 Vaccinations
Presenter: Town Manager Selena Coffey
Attachments: COVID-19 Vaccination Incentive Plan: Weekly Testing, Departmental Incentives, Surcharges

Description:

This agenda item serves as an update from the December 2021 Town Council meeting and Council’s consensus direction to develop and implement a policy for providing incentives to vaccinated employees whose departments achieve a 95% vaccination status and implementation of a surcharge for employees who remain unvaccinated (excluding employees with qualifying exemptions for medical or religious accommodations). As directed, the attached policy was implemented on January 1, 2022. The policy was distributed to Council at implementation and is attached for reference.

Since the date of implementation, only the Administration Department has received vaccination incentives. However, as of mid-February, the Public Works Department (pending full vaccination defined by policy and noted with an asterisk * below) is expected to achieve 100% vaccination status and will receive the incentives with the next payroll pending full vaccination of employees.

The table below provides vaccination figures by department:

Departments	# Vaccinated	# Unvaccinated	Total Employees	% Vaccinated
	<i>Based on # Active Employees as of 01/19/2022</i>			
Administration	8	0	8	100.0%
Fire Department	16	8	24	66.7%
Police Department	10	7	17	58.8%
Public Works Department <i>*pending 2nd vaccines for 2 emps</i>	19	0	19	100.0%
Water Treatment Department	3	2	5	60.0%
Total	56	17	73	76.7%

It is not likely that the remaining departments (Police, Fire, and Water Treatment Plant) will reach a 95% vaccination rate. The Town Manager requests that Town Council give consideration to directing a revision of the policy to reflect a lesser percentage by department or to remove the departmental percentage factor altogether, allowing additional employees who were vaccinated early on and prior to the implementation of this policy, regardless of their departmental vaccination status, to be rewarded with incentives. The following justifications are offered for Council's consideration:

- Reaching the 95% guideline, when analyzed on a total Town employment basis, only allows for 4 employees out of our entire current workforce to remain unvaccinated.
- To achieve a 95% vaccination rate on a departmental basis, the Police Department and Water Treatment Department must have all (100%) employees vaccinated.

As noted in the second section of the policy and based on your consensus, we will be implementing a \$60 per pay period surcharge for those who choose to not reach full vaccination status by March 1, 2022. The surcharge amount was calculated based on two weeks of pay at the average hourly wage of currently unvaccinated employees, divided by 26 (the total number of pay periods in one year). The assumption is that an employee who tests positive for COVID could miss two weeks of work on average, resulting in either using a part-time or seasonal employee to fill their position, or overtime from other staff members. Should Town Council wish to revise this surcharge section of the policy or direct the Town Manager to proceed in another direction, this would be the appropriate time for that direction.

Town Council Action Requested:

The Town Manager requests discussion and direction from Town Council.

COVID-19 VACCINATION INCENTIVE PLAN

WEEKLY TESTING, DEPARTMENTAL INCENTIVES, SURCHARGES

- **Plan Implementation Date** – January 1, 2022
- **“Fully Vaccinated” Defined** – As used in this plan “fully vaccinated” will be as defined by the CDC which may be, from time to time, amended by the CDC
 - As of 12/28/2021 – A person is considered fully vaccinated against COVID-19 two weeks or more after receipt of the second dose in a 2-dose series (Pfizer-BioNTech and Moderna) or two weeks or more after receipt of the single dose of the Janssen vaccine.
https://www.cdc.gov/coronavirus/2019-ncov/vaccines/fully-vaccinated.html?s_cid=11350:cdc%20guidance%20fully%20vaccinated;sem.ga:p:RG:GM:gen:PTN:FY21
- **COVID-19 Testing for Employees Not Fully Vaccinated** – Weekly COVID-19 testing will continue for all Town employees who have not provided proof that they are fully vaccinated
 - Weekly testing must be conducted at a testing site such as a pharmacy or other healthcare provider; link to testing sites: <https://covid19.ncdhhs.gov/about-covid-19/testing/find-my-testing-place>
 - Employees who have tested positive for COVID-19 and recovered do not have to be tested weekly until 3 months after recovery as long as they do not have new symptoms
 - Tests performed can be either a rapid test or a PCR test, but not an at-home test
 - Cost of testing is the responsibility of the employee, but should be available at low or no cost to the employee
- **Incentives for Fully Vaccinated Employees** – Financial incentives will be offered on a departmental basis to get to a vaccination rate of 95% or higher (excluding those employees qualifying for exemptions based on medical or religious accommodations [see section below])
 - Fully vaccinated employees will be eligible for financial incentives once their departments reach a minimum of 95% vaccination rate as follows (as of 12/22/21)
 - Administration – 8 out of 8 employees
 - Emergency Services (Police and Fire) – 42 out of 44 employees
 - Public Works and Water – 23 out of 24 employees
 - Amount of financial incentive
 - \$250 to each employee that is fully vaccinated
 - \$50 additional to each employee that has received a booster shot
 - First incentive payments will be provided with the first payroll in January (1/13/22) for qualified employees; subsequent incentive payments will be provided with each payroll period thereafter for qualifying employees
 - Incentive payments will be added to payroll and will be subject to applicable payroll taxes and retirement and 401(k) contribution calculations
 - Vaccinations or boosters obtained after March 1, 2022, will not be eligible for incentives
- **Surcharge for Employees Not Fully Vaccinated** – Beginning March 1, 2022, the Town’s group health insurance plan will be amended to add a health-contingent activity surcharge for employees not fully vaccinated against COVID-19 in order for the employee and their dependents (if any) to stay enrolled in the Town’s health insurance plan
 - Employees who are fully vaccinated will not be affected
 - Employees who have been granted an exemption due to a medical or religious accommodation will not be affected [see section below]
 - Employees who are not fully vaccinated by March 1, 2022, and do not have an exemption based on a medical or religious accommodation [see section below] will have a surcharge of \$60.00 per pay period deducted from their paychecks
 - Surcharges will begin with the first payroll in March (3/10/22)
 - The surcharge will continue until the employee has been fully vaccinated, has been granted an exemption, or the surcharge has been discontinued in the discretion of the Town
 - Employees can opt out of the surcharge but such action will terminate coverage under the Town’s group health insurance plan for the employee and their dependents (if any)
- **Exemptions for Medical and/or Religious Accommodations** –
 - Reasonable accommodations will be made under the ADA for employees with disability related issues affecting their ability to get a COVID-19 vaccination
 - Reasonable accommodations will be made under Title VII of the Civil Rights Act for employees with sincerely held religious beliefs affecting their ability to get a COVID-19 vaccination
 - Requests for an exemption to the surcharge based on a medical and/or religious accommodation must be presented to the Town Manager
 - Documentation supporting a medical and/or religious accommodation is required and should be submitted with the request for accommodation
 - Accommodations will be decided based on an interactive process between the Town Manager and the employee requesting an exemption

**TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM**

MEETING DATE: January 24, 2022
SUBJECT: Economic Development Advisory Committee Update
PRESENTER: Mayor Patrick Fitzsimmons
ATTACHMENTS: None

DESCRIPTION/SUMMARY OF REQUEST:

The Mayor will provide Town Council with an update on his efforts to restart the Economic Development Advisory Committee.

TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM

Date of Meeting: Monday, January 24, 2022

Subject: Planning Department Report for the 4th Quarter of Calendar Year 2021 and Calendar Year End

Presenter: Planning Director

Attachments: Planning Department Report – Q4, 2021 and Year End

Description:

Attached you will find a report reflective of permits issued in October, November and December 2021 and Planning and Zoning Board and Zoning Board of Adjustment activity during the same time. Year end numbers as well as year over year comparisons have also been provided.

Action Requested:

None



Planning Department Report – Q4 Calendar Year 2021

Zoning Permits: Total: 43

Single Family, New Construction: 30

Single Family, Addition or Upfit: 15

Multifamily, New Construction: 0

Commercial, New Construction: 2 (Starbucks – Publix Plaza)

(Garrison Road Multi-Tenant Commercial)

Commercial, Addition or Upfit: 6

Planning Department Report – Year End 2021

Total Number of Zoning Permits Issued in 2021: 182

Residential, 76 new construction; 79 addition or upfit

Commercial, 2 new construction; 25 addition or upfit

Total, 182

Year over Year Zoning Permit Comparisons

2021: Residential, 155; Commercial, 27; Total, 182

2020: Residential, 101; Commercial, 25; Total, 126

2019: Residential, 102; Commercial, 25; Institutional, 2; Total, 129

2018: Residential, 100; Commercial, 23; Total, 123

2017: Residential, 102; Commercial, 18; Total, 120

2016: Residential, 79; Commercial, 8; Total, 87

2015: Residential, 27; Commercial, 4; Total, 31

2014: Residential, 49; Commercial, 4; Total, 53 (with ETJ)

Meetings of the Planning Board and Board of Adjustment

Planning and Zoning Board Activity:

October: The Board held its annual organizational meeting reappointing Gary Burge as Chair and appointing Rachael Bronson as Vice Chair to the Board. The Board also held continued deliberations on the stated goal of the CLUP of study flag lot regulations and offered a unanimous recommendation to Town Council on a proposed zoning text amendment related to the regulation of flag lots.

December: The Board held discussions related to the initial zoning of R-12 for properties subject to a voluntary annexation petition and adjacent to Ollie Weaver Road. In a majority vote of 4-1 the Board offered a favorable recommendation to Town Council that the proposed zoning is consistent with the CLUP. In a majority vote of 3-2 the Board offered a favorable recommendation to Town Council that the proposed rezoning was reasonable based upon the factors located in municipal ordinance section 20-1505(d).

Zoning Board of Adjustment Activity:

December: The Board held its annual organizational meeting reappointing Tycer Lewis as Chair and Cindy Wright as Vice Chair to the Board. The Board also discussed its regular meeting schedule date and time and elected to send a revised rules of procedure to Town Council for their review and approval which would keep the regular meeting date as the second Monday of the month and change the regular meeting time from 7pm to 6pm to gain consistency with the meeting times of Town Council and the Planning Board.

TOWN OF WEAVERVILLE
TOWN COUNCIL AGENDA ITEM

Date of Meeting: January 24, 2022
Subject: Departmental Quarterly Report: Finance
Presenter: Town Finance Director
Attachments: Quarterly Report – 2nd Quarter FY 2022

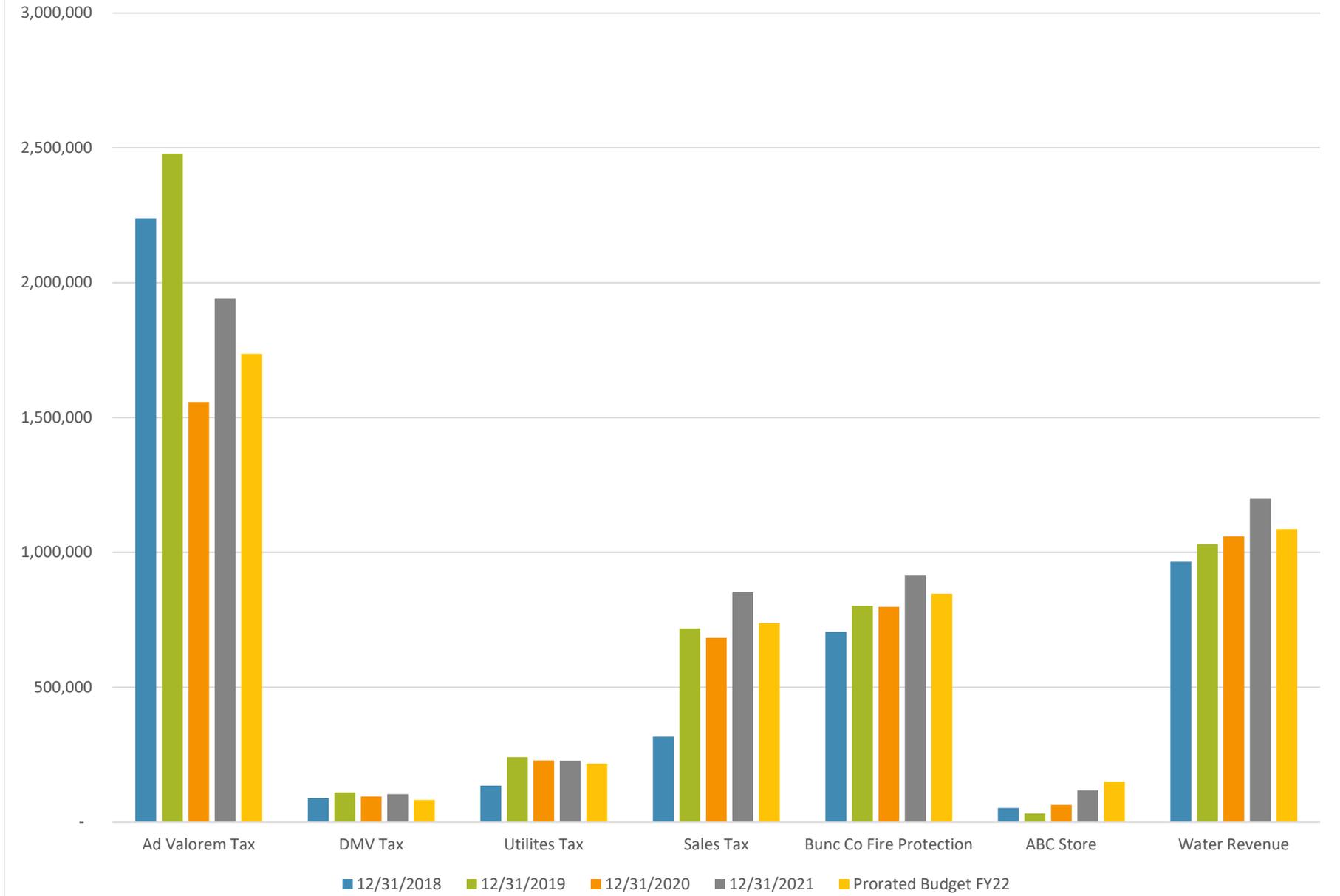
Description:

Attached please find the Finance Department’s quarterly report, with charts summarizing Revenues and Expenditures as of 12/31/2021, as well as an updated summary of the Community Center Project, the Water Treatment Plant Expansion Project, and the ARP Grant Fund Project.

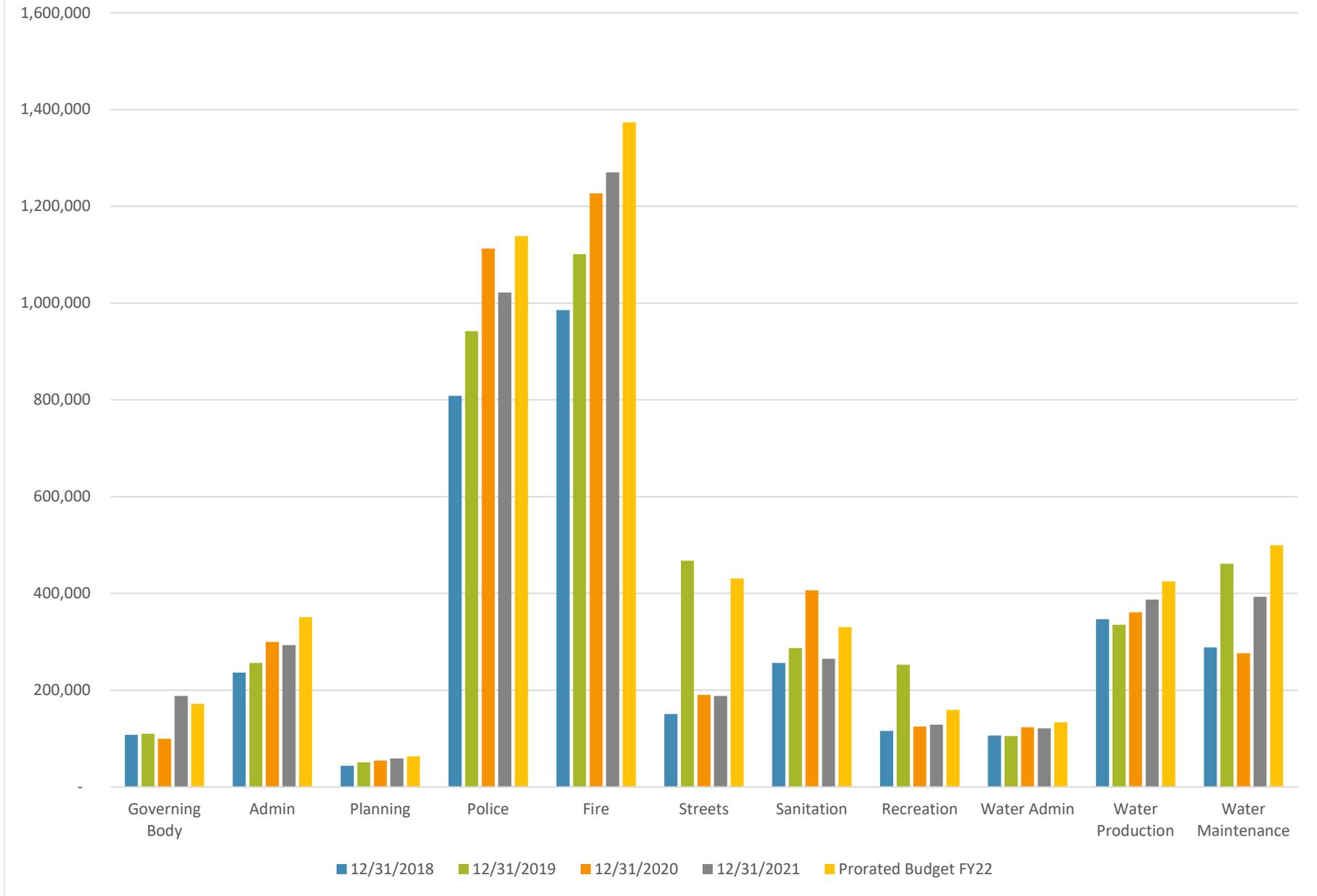
Council Action Requested:

No action requested.

YTD Revenue Analysis



YTD Expenditure Analysis



TOWN OF WEAVERVILLE
REVENUE & EXPENDITURE STATEMENT BY DEPARTMENT

FY 2021-2022

09/01/2021 TO 12/31/2021

	<u>CURRENT PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>BUDGETED</u>	<u>% BUDGET REM</u>
REVENUE:				
010-004-300-04010 PRIOR YEAR TAX REVEI	38,044.73	51,304.11	6,000.00	-755
010-004-300-04020 AD VALOREM TAX REV.	1,935,842.42	1,940,305.50	3,472,303.00	44
010-004-300-04025 DMV TAX REVENUE	70,844.65	104,134.97	163,753.00	36
010-004-300-04030 TAX PENALTIES & INTE	3,154.81	5,361.70	4,000.00	-34
010-004-300-05010 UTILITIES TAX	227,694.58	227,694.58	434,644.00	48
010-004-300-05040 BEER & WINE TAX	0.00	0.00	17,000.00	100
010-004-300-05050 POWELL BILL DISTRIBU	133,506.81	133,506.81	98,500.00	-36
010-004-300-05060 LOCAL GOVT SALES TA	579,650.81	852,503.51	1,476,027.00	42
010-004-300-06010 BUN CNTY FIRE PROTEC	589,042.25	914,367.87	1,693,703.00	46
010-004-300-06040 ABC STORE DISTRIBUTI	117,471.32	117,471.32	300,000.00	61
010-004-300-06045 ABC STORE - ALCOHOL	6,028.16	6,028.16	6,028.16	0
010-004-300-06050 ABC STORE - POLICE DE	4,305.83	4,305.83	4,305.83	0
010-004-300-07060 FIRE DEPT GRANTS	6,416.98	6,416.98	6,416.98	0
010-004-300-07070 GRANT FUNDS	42,000.00	42,000.00	0.00	0
010-004-300-07072 FEDERAL ARP GRANT	0.00	641,697.31	0.00	0
010-004-300-07076 PUBLIC WORKS GRANT:	0.00	3,000.00	3,000.00	0
010-004-300-09015 CELL TOWER REVENUE	4,270.44	4,817.66	20,000.00	76
010-004-300-09020 MISCELLANEOUS REVE.	12,404.36	13,418.13	5,000.00	-168
010-004-300-09022 CONTRIBUTIONS COMM	6,360.70	19,610.70	0.00	0
010-004-300-09026 CONTRIBUTIONS FIRE L	550.00	569.14	19.14	-2,874
010-004-300-09028 COPS FOR KIDS	10,954.88	11,054.88	7,581.88	-46
010-004-300-09030 INTEREST EARNED	52.22	83.18	1,315.00	94
010-004-300-09031 INTEREST EARNED POW	0.00	0.00	85.00	100
010-004-300-09040 PLANNING & ZONING FI	7,890.00	10,215.00	20,000.00	49
010-004-300-09044 PARKING ENFORCEMEN	1,250.00	1,570.00	0.00	0
010-004-300-09045 FIRE INSPECTION FEES	200.00	300.00	500.00	40
010-004-300-09050 SALE OF PROPERTY	200.00	200.00	10,000.00	98
010-004-310-09900 APPROPRIATED FUND B	0.00	0.00	786,368.62	100
030-004-300-08010 WATER REVENUE	802,142.16	1,200,562.81	2,173,500.00	45
030-004-300-08020 MISCELLANEOUS REVE.	5,275.00	9,135.00	15,000.00	39
030-004-300-08030 WATER TAPS	7,350.00	12,600.00	26,250.00	52
030-004-300-08040 SYSTEM DEVELOPME	80,352.00	183,024.00	164,000.00	-12
030-004-300-08060 FEES FOR MSD COLLEC	22,407.50	33,406.50	65,000.00	49
030-004-300-09030 INTEREST EARNED	0.00	0.00	640.00	100
030-004-310-09900 APPROPRIATED FUND B	0.00	0.00	106,473.10	100
TOTAL REVENUE	<u>4,715,662.61</u>	<u>6,550,665.65</u>	<u>11,087,413.71</u>	<u>41</u>
AFTER TRANSFERS	<u>4,715,662.61</u>	<u>6,550,665.65</u>	<u>11,087,413.71</u>	

000 EXPENSES

EXPENDITURE:

060-300-000-19100 BOND PAYMENT - USDA	281,890.56	281,890.56	0.00	0
061-300-000-19008 ENGINEERING FEES	42,400.00	42,400.00	0.00	0
070-300-000-19002 ARCHITECTURAL FEES	9,137.50	16,095.53	0.00	0

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070-300-000-19003 FIXTURES & EQUIPMEN	9,563.77	9,599.77	0.00	0
070-300-000-19004 FURNITURE & FURNISH	92,111.73	92,111.73	0.00	0
070-300-000-19006 SURVEYS/GEOTECHNIC	22,726.88	22,726.88	0.00	0
070-300-000-19007 LANDSCAPING / SITE-W	20,953.34	22,948.06	0.00	0
070-300-000-19008 ENGINEERING FEES	2,486.41	2,486.41	0.00	0
070-300-000-19900 CONSTRUCTION COST	223,725.44	223,725.44	0.00	0
TOTAL EXPENDITURE	<u>704,995.63</u>	<u>713,984.38</u>	<u>0.00</u>	<u>0</u>
BEFORE TRANSFERS	<u>-704,995.63</u>	<u>-713,984.38</u>	<u>0.00</u>	
AFTER TRANSFERS	<u>-704,995.63</u>	<u>-713,984.38</u>	<u>0.00</u>	
320 TRANSFERS				
OTHER FINANCING USE:				
010-004-320-09962 TRANSFER TO CAP RES	0.00	0.00	75,000.00	100
030-004-320-60065 TRANSFER TO CIP/WAT	0.00	0.00	119,117.00	100
TOTAL OTHER FINANCING USE	<u>0.00</u>	<u>0.00</u>	<u>194,117.00</u>	<u>100</u>
AFTER TRANSFERS	<u>0.00</u>	<u>0.00</u>	<u>-194,117.00</u>	
411 GOVERNING BODY				
EXPENDITURE:				
010-410-411-12100 SALARIES & WAGES	7,250.00	10,450.00	19,684.00	47
010-410-411-12110 SALARIES & WAGES - LI	26,461.58	40,884.68	85,656.00	52
010-410-411-18100 FICA	2,579.13	3,927.39	8,059.00	51
010-410-411-18200 RETIREMENT	3,035.18	4,689.53	9,825.00	52
010-410-411-18500 EMPLOYEE INCENTIVE	0.00	0.00	10,000.00	100
010-410-411-19000 PROFESSIONAL SERVICE	27,386.10	40,037.50	67,588.00	41
010-410-411-26000 SUPPLIES / MATERIALS	365.70	365.70	500.00	27
010-410-411-31000 TRAVEL & TRAINING	725.00	725.00	1,500.00	52
010-410-411-35100 BUILDING REPAIR / MAI	3,555.53	5,061.32	12,000.00	58
010-410-411-39100 ADVERTISING	1,633.25	2,836.24	3,000.00	5
010-410-411-39200 NEWS LETTERS	0.00	0.00	1,000.00	100
010-410-411-39300 PRINTING	400.00	400.00	600.00	33
010-410-411-39500 DUES & SUBSCRIPTIONS	0.00	0.00	500.00	100
010-410-411-39510 COMMUNITY PROMOTI	19,955.67	23,136.58	75,500.00	69
010-410-411-39520 ELECTION EXPENSES	0.00	0.00	12,500.00	100
010-410-411-39530 PUBLIC WI-FI	42,197.00	42,197.00	20,697.00	-104
010-410-411-40450 INSURANCE	0.00	233.29	600.00	61
010-410-411-50100 SMALL EQUIPMENT	13,203.29	13,203.29	13,982.31	6
TOTAL EXPENDITURE	<u>148,747.43</u>	<u>188,147.52</u>	<u>343,191.31</u>	<u>45</u>
BEFORE TRANSFERS	<u>-148,747.43</u>	<u>-188,147.52</u>	<u>-343,191.31</u>	
AFTER TRANSFERS	<u>-148,747.43</u>	<u>-188,147.52</u>	<u>-343,191.31</u>	
412 ADMINISTRATION				

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EXPENDITURE:				
010-410-412-12100 SALARIES & WAGES	94,105.18	144,031.51	310,316.00	54
010-410-412-18100 FICA	6,973.85	10,670.05	23,739.00	55
010-410-412-18200 RETIREMENT	10,793.86	16,520.33	35,593.00	54
010-410-412-18210 401-K MATCH	5,646.33	8,661.10	18,619.00	53
010-410-412-18300 HEALTH INSURANCE	10,001.34	16,103.78	40,296.00	60
010-410-412-18400 RETIREE HEALTH INSUF	2,489.28	4,119.90	9,197.00	55
010-410-412-19000 PROFESSIONAL SERVICI	10,973.29	13,302.95	88,000.00	85
010-410-412-19600 TAX COLLECTION FEES	39,537.60	39,936.19	69,446.00	42
010-410-412-25000 VEHICLE SUPPLIES	224.49	248.11	600.00	59
010-410-412-26000 SUPPLIES / MATERIALS	5,543.72	6,261.10	18,000.00	65
010-410-412-31000 TRAVEL & TRAINING	969.91	1,944.14	10,000.00	81
010-410-412-32100 TELEPHONE / INTERNET	3,663.62	6,231.21	14,260.00	56
010-410-412-32500 POSTAGE	481.62	690.61	3,500.00	80
010-410-412-33100 UTILITIES	1,927.11	2,855.83	4,900.00	42
010-410-412-35100 BUILDING REPAIR / MAI	4,310.60	5,342.60	15,000.00	64
010-410-412-35200 EQUIPMENT MAINTENA	959.11	1,549.40	5,000.00	69
010-410-412-35300 VEHICLE MAINTENANC	0.00	0.00	1,000.00	100
010-410-412-39100 ADVERTISING	0.00	90.00	500.00	82
010-410-412-39500 DUES & SUBSCRIPTIONS	382.64	2,496.14	3,800.00	34
010-410-412-39600 BANK SERVICE CHARGE	3,191.33	5,001.76	8,200.00	39
010-410-412-39800 ESC REIMBURSEMENT	0.00	0.00	8,000.00	100
010-410-412-40450 INSURANCE	0.00	7,148.70	9,009.00	21
010-410-412-50100 SMALL EQUIPMENT	0.00	0.00	5,000.00	100
TOTAL EXPENDITURE	202,174.88	293,205.41	701,975.00	58
BEFORE TRANSFERS	-202,174.88	-293,205.41	-701,975.00	
AFTER TRANSFERS	-202,174.88	-293,205.41	-701,975.00	

413 PLANNING

EXPENDITURE:				
010-410-413-12100 SALARIES & WAGES	27,373.34	41,821.34	86,659.00	52
010-410-413-18100 FICA	2,102.61	3,212.56	6,629.00	52
010-410-413-18200 RETIREMENT	3,139.72	4,796.91	9,940.00	52
010-410-413-18210 401-K MATCH	1,642.40	2,509.28	5,200.00	52
010-410-413-18300 HEALTH INSURANCE	2,542.30	3,811.14	8,440.00	55
010-410-413-19000 PROFESSIONAL SERVICI	809.15	988.27	2,000.00	51
010-410-413-25000 VEHICLE SUPPLIES	478.28	478.28	500.00	4
010-410-413-26000 SUPPLIES / MATERIALS	22.50	22.50	500.00	96
010-410-413-31000 TRAVEL & TRAINING	0.00	0.00	1,300.00	100
010-410-413-32100 TELEPHONE / INTERNET	378.55	676.57	2,000.00	66
010-410-413-32500 POSTAGE	0.00	0.00	1,200.00	100
010-410-413-35300 VEHICLE MAINTENANC	454.45	454.45	500.00	9
010-410-413-39100 ADVERTISING	0.00	0.00	1,200.00	100
010-410-413-40450 INSURANCE	0.00	480.96	546.00	12

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TOTAL EXPENDITURE	38,943.30	59,252.26	126,614.00	53
BEFORE TRANSFERS	-38,943.30	-59,252.26	-126,614.00	
AFTER TRANSFERS	-38,943.30	-59,252.26	-126,614.00	
431 POLICE				
EXPENDITURE:				
010-430-431-12100 SALARIES & WAGES	365,202.84	562,050.86	1,151,990.98	51
010-430-431-12500 SEPARATION ALLOWAN	20,702.97	32,204.62	62,800.00	49
010-430-431-18100 FICA	28,464.65	43,639.56	92,441.00	53
010-430-431-18200 RETIREMENT	43,878.78	67,242.58	137,927.00	51
010-430-431-18210 401-K MATCH	20,064.18	30,378.65	68,734.00	56
010-430-431-18300 HEALTH INSURANCE	45,114.45	69,129.12	163,577.00	58
010-430-431-18400 RETIREE HEALTH INSUI	9,046.70	12,972.56	26,591.00	51
010-430-431-19000 PROFESSIONAL SERVICI	10,021.52	10,085.62	98,840.00	90
010-430-431-19600 COUNTY DISPATCH FEE	57,372.00	57,372.00	57,372.00	0
010-430-431-25000 VEHICLE SUPPLIES	20,559.45	23,218.69	42,000.00	45
010-430-431-26000 SUPPLIES / MATERIALS	4,118.71	4,895.99	8,000.00	39
010-430-431-26200 CRIME PREVENTION	0.00	0.00	1,500.00	100
010-430-431-26400 ALCOHOL EDUCATION	1,918.87	1,918.87	22,254.96	91
010-430-431-26450 ABC LAW ENFORCEMEN	280.50	280.50	14,442.15	98
010-430-431-26608 COPS FOR KIDS	75.00	75.00	14,574.26	99
010-430-431-26609 PINK PATCH PROJECT	0.00	0.00	70.00	100
010-430-431-26900 UNIFORMS	1,926.03	2,209.00	10,000.00	78
010-430-431-31000 TRAVEL & TRAINING	2,201.64	2,565.40	4,000.00	36
010-430-431-32100 TELEPHONE / INTERNET	6,861.88	10,555.90	20,828.00	49
010-430-431-32500 POSTAGE	26.10	91.25	200.00	54
010-430-431-33100 UTILITIES	1,358.19	2,234.45	5,640.00	60
010-430-431-35100 BUILDING REPAIR / MAI	64.00	845.57	10,500.00	92
010-430-431-35200 EQUIPMENT MAINTENA	1,992.90	2,633.99	3,500.00	25
010-430-431-35300 VEHICLE MAINTENANC	7,711.48	7,851.36	20,000.00	61
010-430-431-40450 INSURANCE	-988.44	48,830.53	59,179.00	17
010-430-431-50100 SMALL EQUIPMENT	-4,165.15	-4,165.15	67,846.70	106
010-430-431-50500 CAPITAL EQUIPMENT	32,723.50	32,723.50	112,253.30	71
TOTAL EXPENDITURE	676,532.75	1,021,840.42	2,277,061.35	55
BEFORE TRANSFERS	-676,532.75	-1,021,840.42	-2,277,061.35	
AFTER TRANSFERS	-676,532.75	-1,021,840.42	-2,277,061.35	
434 FIRE				
EXPENDITURE:				
010-430-434-12100 SALARIES & WAGES	516,066.97	779,937.61	1,614,152.00	52
010-430-434-12800 RELIEF PAY	9,335.25	14,816.25	106,000.00	86
010-430-434-18100 FICA	38,105.50	57,668.78	131,592.00	56
010-430-434-18200 RETIREMENT	59,192.81	89,539.87	185,143.00	52

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010-430-434-18210 401-K MATCH	25,257.56	37,109.13	96,849.00	62
010-430-434-18300 HEALTH INSURANCE	67,913.73	102,824.87	227,371.00	55
010-430-434-18400 RETIREE HEALTH INSURANCE	2,659.86	3,847.46	8,197.00	53
010-430-434-19000 PROFESSIONAL SERVICES	3,577.25	4,481.13	11,920.00	62
010-430-434-25000 VEHICLE SUPPLIES	8,458.87	9,934.67	24,000.00	59
010-430-434-26000 SUPPLIES / MATERIALS	3,176.33	4,756.68	10,000.00	52
010-430-434-26100 MEDICAL VACCINATIONS	1,040.00	1,040.00	11,000.00	91
010-430-434-26150 PREVENTION SUPPLIES	3,075.87	3,075.87	6,000.00	49
010-430-434-26260 MEDICAL EQUIP & SUPPLIES	3,281.62	4,127.65	7,500.00	45
010-430-434-26600 CONTRIBUTORY EXPENSES	0.00	0.00	823.29	100
010-430-434-26900 UNIFORMS	3,983.31	4,554.83	11,000.00	59
010-430-434-31000 TRAVEL & TRAINING	3,110.69	3,693.39	11,000.00	66
010-430-434-32100 TELEPHONE / INTERNET	6,565.18	10,546.56	22,785.00	54
010-430-434-33100 UTILITIES	5,465.09	7,552.11	15,400.00	51
010-430-434-35100 BUILDING REPAIR / MAINTENANCE	4,498.90	5,044.40	20,000.00	75
010-430-434-35200 EQUIPMENT MAINTENANCE	3,498.75	4,209.36	20,000.00	79
010-430-434-35300 VEHICLE MAINTENANCE	23,513.44	31,592.97	44,175.00	28
010-430-434-39500 DUES & SUBSCRIPTIONS	636.88	6,792.47	9,000.00	25
010-430-434-40450 INSURANCE	-1,327.10	79,947.99	99,015.00	19
010-430-434-50100 SMALL EQUIPMENT	2,338.95	3,293.57	54,000.00	94
TOTAL EXPENDITURE	<u>793,425.71</u>	<u>1,270,387.62</u>	<u>2,746,922.29</u>	<u>54</u>
BEFORE TRANSFERS	<u>-793,425.71</u>	<u>-1,270,387.62</u>	<u>-2,746,922.29</u>	
AFTER TRANSFERS	<u>-793,425.71</u>	<u>-1,270,387.62</u>	<u>-2,746,922.29</u>	
451 STREETS				
EXPENDITURE:				
010-450-451-12100 SALARIES & WAGES	58,174.66	92,087.30	190,081.00	52
010-450-451-18100 FICA	4,317.55	6,833.53	14,541.00	53
010-450-451-18200 RETIREMENT	6,672.57	10,562.29	21,802.00	52
010-450-451-18210 401-K MATCH	3,111.39	4,937.93	11,405.00	57
010-450-451-18300 HEALTH INSURANCE	8,522.15	13,752.47	30,670.00	55
010-450-451-19000 PROFESSIONAL SERVICES	700.73	944.32	10,500.00	91
010-450-451-19500 CONTRACT LABOR	0.00	0.00	36,000.00	100
010-450-451-19900 CONTRACT WORK	38.90	38.90	30,000.00	100
010-450-451-25000 VEHICLE SUPPLIES	3,595.31	5,046.72	7,500.00	33
010-450-451-26000 SUPPLIES / MATERIALS	9,076.76	11,068.54	33,009.90	66
010-450-451-26500 SAFETY MATERIALS	451.28	624.23	4,000.00	84
010-450-451-26900 UNIFORMS	0.00	0.00	2,500.00	100
010-450-451-31000 TRAVEL & TRAINING	0.00	0.00	7,500.00	100
010-450-451-32100 TELEPHONE / INTERNET	636.80	1,112.54	3,000.00	63
010-450-451-33100 UTILITIES	14,328.61	21,865.36	56,000.00	61
010-450-451-35100 BUILDING REPAIR / MAINTENANCE	854.39	854.39	20,000.00	96
010-450-451-35200 EQUIPMENT MAINTENANCE	2,564.37	2,584.37	6,500.00	60
010-450-451-35300 VEHICLE MAINTENANCE	778.26	778.26	5,000.00	84
010-450-451-40450 INSURANCE	0.00	11,606.43	12,458.00	7

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010-450-451-50100 SMALL EQUIPMENT	0.00	0.00	3,500.00	100
010-450-451-50300 CAPITAL IMPROVEMEN	0.00	0.00	350,000.00	100
010-450-451-50500 CAPITAL EQUIPMENT	3,464.76	3,464.76	5,451.76	36
TOTAL EXPENDITURE	<u>117,288.49</u>	<u>188,162.34</u>	<u>861,418.66</u>	<u>78</u>
BEFORE TRANSFERS	<u>-117,288.49</u>	<u>-188,162.34</u>	<u>-861,418.66</u>	
AFTER TRANSFERS	<u>-117,288.49</u>	<u>-188,162.34</u>	<u>-861,418.66</u>	
459 POWELL BILL				
EXPENDITURE:				
010-450-459-12100 SALARIES & WAGES	3,013.89	4,720.28	8,981.00	47
010-450-459-18100 FICA	224.13	351.09	687.00	49
010-450-459-18200 RETIREMENT	345.70	541.43	1,030.00	47
010-450-459-18210 401-K MATCH	110.38	169.88	539.00	68
010-450-459-18300 HEALTH INSURANCE	299.39	450.19	1,225.00	63
010-450-459-50300 CAPITAL IMPROVEMEN	0.00	0.00	172,826.00	100
TOTAL EXPENDITURE	<u>3,993.49</u>	<u>6,232.87</u>	<u>185,288.00</u>	<u>97</u>
BEFORE TRANSFERS	<u>-3,993.49</u>	<u>-6,232.87</u>	<u>-185,288.00</u>	
AFTER TRANSFERS	<u>-3,993.49</u>	<u>-6,232.87</u>	<u>-185,288.00</u>	
471 SANITATION				
EXPENDITURE:				
010-470-471-12100 SALARIES & WAGES	86,537.55	128,381.33	288,676.00	56
010-470-471-18100 FICA	6,417.69	9,508.20	22,084.00	57
010-470-471-18200 RETIREMENT	9,925.73	14,725.17	33,111.00	56
010-470-471-18210 401-K MATCH	4,227.68	6,173.83	17,321.00	64
010-470-471-18300 HEALTH INSURANCE	16,888.71	23,045.17	57,638.00	60
010-470-471-18400 RETIREE HEALTH INSURANCE	-258.67	0.00	0.00	0
010-470-471-19000 PROFESSIONAL SERVICES	465.64	696.70	2,000.00	65
010-470-471-19500 CONTRACT LABOR	0.00	0.00	42,500.00	100
010-470-471-25000 VEHICLE SUPPLIES	10,192.36	12,937.13	18,000.00	28
010-470-471-26000 SUPPLIES / MATERIALS	-1,306.50	-1,906.05	9,000.00	121
010-470-471-26500 SAFETY MATERIALS	753.35	1,158.24	7,000.00	83
010-470-471-26900 UNIFORMS	0.00	0.00	7,000.00	100
010-470-471-32100 TELEPHONE / INTERNET	456.35	751.64	1,728.00	57
010-470-471-33100 UTILITIES	854.62	1,082.77	4,000.00	73
010-470-471-35100 BUILDING REPAIR / MAINTENANCE	0.00	0.00	2,000.00	100
010-470-471-35200 EQUIPMENT MAINTENANCE	2,521.93	2,553.93	13,000.00	80
010-470-471-35300 VEHICLE MAINTENANCE	2,600.76	3,140.76	18,000.00	83
010-470-471-40100 TIPPING FEES	22,267.63	27,574.28	70,000.00	61
010-470-471-40450 INSURANCE	-656.01	32,819.20	40,040.00	18
010-470-471-50100 SMALL EQUIPMENT	0.00	2,470.00	8,000.00	69
TOTAL EXPENDITURE	<u>161,888.82</u>	<u>265,112.30</u>	<u>661,098.00</u>	<u>60</u>

TOWN OF WEAVERVILLE
REVENUE & EXPENDITURE STATEMENT BY DEPARTMENT

FY 2021-2022

09/01/2021 TO 12/31/2021

	<u>CURRENT PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>BUDGETED</u>	<u>% BUDGET REM</u>
BEFORE TRANSFERS	-161,888.82	-265,112.30	-661,098.00	
AFTER TRANSFERS	-161,888.82	-265,112.30	-661,098.00	
473 STORMWATER MANAGEMENT				
EXPENDITURE:				
010-470-473-12100 SALARIES & WAGES	7,171.27	7,171.27	15,265.00	53
010-470-473-18100 FICA	540.45	540.45	1,168.00	54
010-470-473-18200 RETIREMENT	822.76	822.76	1,751.00	53
010-470-473-18210 401-K MATCH	464.48	464.48	916.00	49
010-470-473-18300 HEALTH INSURANCE	701.12	701.12	1,960.00	64
010-470-473-19000 PROFESSIONAL SERVICE	0.00	0.00	5,000.00	100
010-470-473-50500 CAPITAL EQUIPMENT	1,800.00	1,800.00	25,000.00	93
TOTAL EXPENDITURE	11,500.08	11,500.08	51,060.00	77
BEFORE TRANSFERS	-11,500.08	-11,500.08	-51,060.00	
AFTER TRANSFERS	-11,500.08	-11,500.08	-51,060.00	
612 RECREATION				
EXPENDITURE:				
010-600-612-12100 SALARIES & WAGES	50,937.51	79,333.83	143,675.00	45
010-600-612-12500 SEASONAL EMPLOYEE	-2,584.99	0.00	0.00	0
010-600-612-18100 FICA	3,576.47	5,901.58	9,903.00	40
010-600-612-18200 RETIREMENT	4,860.60	7,467.85	14,848.00	50
010-600-612-18210 401-K MATCH	1,786.72	2,725.61	7,767.00	65
010-600-612-18300 HEALTH INSURANCE	6,693.25	10,074.27	21,753.00	54
010-600-612-19000 PROFESSIONAL SERVICE	1,591.66	2,178.22	3,000.00	27
010-600-612-19500 CONTRACT LABOR	0.00	0.00	19,774.00	100
010-600-612-19900 CONTRACT WORK	698.90	698.90	9,600.00	93
010-600-612-25000 VEHICLE SUPPLIES	843.76	1,228.47	3,000.00	59
010-600-612-26000 SUPPLIES / MATERIALS	5,282.17	6,583.45	22,000.00	70
010-600-612-26500 SAFETY MATERIALS	310.31	310.31	2,500.00	88
010-600-612-26900 UNIFORMS	0.00	0.00	2,500.00	100
010-600-612-32100 TELEPHONE / INTERNET	318.40	556.27	1,380.00	60
010-600-612-33100 UTILITIES	3,741.11	4,650.32	12,500.00	63
010-600-612-35100 BUILDING REPAIR / MAINTENANCE	0.00	0.00	1,000.00	100
010-600-612-35200 EQUIPMENT MAINTENANCE	2,098.72	2,237.72	3,600.00	38
010-600-612-35300 VEHICLE MAINTENANCE	299.05	299.05	1,100.00	73
010-600-612-40450 INSURANCE	0.00	4,803.08	7,560.00	36
010-600-612-50100 SMALL EQUIPMENT	0.00	0.00	1,800.00	100
010-600-612-50300 CAPITAL IMPROVEMENTS	0.00	0.00	30,000.00	100
TOTAL EXPENDITURE	80,453.64	129,048.93	319,260.00	60
BEFORE TRANSFERS	-80,453.64	-129,048.93	-319,260.00	

TOWN OF WEAVERVILLE
REVENUE & EXPENDITURE STATEMENT BY DEPARTMENT

FY 2021-2022

09/01/2021 TO 12/31/2021

	<u>CURRENT PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>BUDGETED</u>	<u>% BUDGET REM</u>
AFTER TRANSFERS	-80,453.64	-129,048.93	-319,260.00	
614 COMMUNITY CENTER				
EXPENDITURE:				
010-600-614-12100 SALARIES & WAGES	15,549.76	15,549.76	48,000.00	68
010-600-614-18100 FICA	1,193.74	1,193.74	3,672.00	67
010-600-614-18200 RETIREMENT	1,783.59	1,783.59	5,506.00	68
010-600-614-18210 401-K MATCH	932.99	932.99	2,880.00	68
010-600-614-18300 HEALTH INSURANCE	2,482.24	2,482.24	9,200.00	73
010-600-614-19000 PROFESSIONAL SERVICE	1,380.30	1,380.30	5,024.00	73
010-600-614-26000 SUPPLIES / MATERIALS	4,437.69	4,559.20	7,000.00	35
010-600-614-32100 TELEPHONE / INTERNET	3,792.75	6,122.71	10,440.00	41
010-600-614-33100 UTILITIES	2,121.61	2,223.39	8,200.00	73
010-600-614-35100 BUILDING REPAIR / MAINTENANCE	2,150.00	2,150.00	7,800.00	72
010-600-614-35200 EQUIPMENT MAINTENANCE	150.00	150.00	2,000.00	93
010-600-614-40450 INSURANCE	4,004.97	4,004.97	4,400.00	9
TOTAL EXPENDITURE	39,979.64	42,532.89	114,122.00	63
BEFORE TRANSFERS	-39,979.64	-42,532.89	-114,122.00	
AFTER TRANSFERS	-39,979.64	-42,532.89	-114,122.00	
711 WATER ADMINISTRATION				
EXPENDITURE:				
030-700-711-12100 SALARIES & WAGES	43,619.20	67,180.20	136,397.00	51
030-700-711-18100 FICA	3,263.77	5,022.90	10,434.00	52
030-700-711-18200 RETIREMENT	5,003.14	7,705.55	15,645.00	51
030-700-711-18210 401-K MATCH	2,580.54	3,943.93	8,184.00	52
030-700-711-18300 HEALTH INSURANCE	6,014.10	9,680.89	24,193.00	60
030-700-711-19000 PROFESSIONAL SERVICE	6,940.13	9,068.49	28,240.00	68
030-700-711-25000 VEHICLE SUPPLIES	227.50	351.48	1,500.00	77
030-700-711-26000 SUPPLIES / MATERIALS	351.53	530.75	3,200.00	83
030-700-711-26500 SAFETY MATERIALS	0.00	155.75	1,200.00	87
030-700-711-26900 UNIFORMS	98.95	98.95	400.00	75
030-700-711-31000 TRAVEL & TRAINING	398.90	398.90	1,500.00	73
030-700-711-32100 TELEPHONE / INTERNET	1,075.56	1,909.47	4,320.00	56
030-700-711-32500 POSTAGE	4,359.88	5,373.79	13,000.00	59
030-700-711-35300 VEHICLE MAINTENANCE	0.00	0.00	1,000.00	100
030-700-711-40450 INSURANCE	0.00	9,974.94	13,125.00	24
030-700-711-50100 SMALL EQUIPMENT	0.00	0.00	1,800.00	100
030-700-711-50500 CAPITAL EQUIPMENT	0.00	0.00	3,200.00	100
TOTAL EXPENDITURE	73,933.20	121,395.99	267,338.00	55
BEFORE TRANSFERS	-73,933.20	-121,395.99	-267,338.00	
AFTER TRANSFERS	-73,933.20	-121,395.99	-267,338.00	

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TOWN OF WEAVERVILLE
REVENUE & EXPENDITURE STATEMENT BY DEPARTMENT

FY 2021-2022

09/01/2021 TO 12/31/2021

	<u>CURRENT PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>BUDGETED</u>	<u>% BUDGET REM</u>
712 PRODUCTION				
EXPENDITURE:				
030-700-712-12100 SALARIES & WAGES	110,104.88	167,860.17	360,382.00	53
030-700-712-18100 FICA	8,135.23	12,397.91	27,569.00	55
030-700-712-18200 RETIREMENT	12,629.05	19,253.61	41,336.00	53
030-700-712-18210 401-K MATCH	5,595.84	8,551.93	21,623.00	60
030-700-712-18300 HEALTH INSURANCE	14,590.12	22,565.41	46,896.00	52
030-700-712-18400 RETIREE HEALTH INSURANCE	2,404.42	3,592.02	8,197.00	56
030-700-712-19000 PROFESSIONAL SERVICES	3,838.97	4,860.91	18,000.00	73
030-700-712-19600 WATER TESTING / MAIN	2,873.00	3,713.00	18,000.00	79
030-700-712-19900 CONTRACT WORK	1,240.20	1,944.45	9,500.00	80
030-700-712-20000 CHEMICALS	13,613.37	14,263.37	65,000.00	78
030-700-712-25000 VEHICLE SUPPLIES	1,170.53	1,644.54	3,000.00	45
030-700-712-26000 SUPPLIES / MATERIALS	1,619.01	2,076.26	9,500.00	78
030-700-712-26500 SAFETY MATERIALS	361.17	361.17	1,700.00	79
030-700-712-26900 UNIFORMS	0.00	0.00	2,300.00	100
030-700-712-27001 LAB SUPPLIES	5,172.11	10,401.80	17,500.00	41
030-700-712-31000 TRAVEL & TRAINING	615.00	615.00	3,500.00	82
030-700-712-32100 TELEPHONE / INTERNET	1,381.68	2,053.74	5,700.00	64
030-700-712-33100 UTILITIES	20,776.82	35,184.12	85,000.00	59
030-700-712-34000 SLUDGE REMOVAL	50,841.92	52,013.11	56,000.00	7
030-700-712-35100 BUILDING REPAIR / MAINTENANCE	11,354.00	11,354.00	14,000.00	19
030-700-712-35200 EQUIPMENT MAINTENANCE	1,801.09	2,125.09	9,000.00	76
030-700-712-35300 VEHICLE MAINTENANCE	457.43	457.43	3,000.00	85
030-700-712-40450 INSURANCE	0.00	9,974.94	13,814.00	28
030-700-712-40900 WATER PURCHASES	0.00	0.00	6,000.00	100
030-700-712-50100 SMALL EQUIPMENT	0.00	0.00	3,500.00	100
TOTAL EXPENDITURE	<u>270,575.84</u>	<u>387,263.98</u>	<u>850,017.00</u>	<u>54</u>
BEFORE TRANSFERS	<u>-270,575.84</u>	<u>-387,263.98</u>	<u>-850,017.00</u>	
AFTER TRANSFERS	<u><u>-270,575.84</u></u>	<u><u>-387,263.98</u></u>	<u><u>-850,017.00</u></u>	

713 MAINTENANCE

EXPENDITURE:				
030-700-713-12100 SALARIES & WAGES	109,259.65	169,948.13	333,313.00	49
030-700-713-18100 FICA	7,695.58	11,979.95	24,590.00	51
030-700-713-18200 RETIREMENT	11,582.35	18,246.91	36,869.00	51
030-700-713-18210 401-K MATCH	2,904.65	4,599.14	19,286.00	76
030-700-713-18300 HEALTH INSURANCE	16,929.62	25,862.43	58,359.00	56
030-700-713-18400 RETIREE HEALTH INSURANCE	2,375.20	3,821.48	8,197.00	53
030-700-713-19000 PROFESSIONAL SERVICES	3,476.37	4,343.24	15,000.00	71
030-700-713-19500 CONTRACT LABOR	0.00	0.00	39,123.00	100
030-700-713-19900 CONTRACT WORK	77.80	77.80	10,000.00	99
030-700-713-25000 VEHICLE SUPPLIES	2,803.46	3,710.48	9,900.00	63
030-700-713-26000 SUPPLIES / MATERIALS	18,548.34	27,287.41	60,000.00	55

TOWN OF WEAVERVILLE
REVENUE & EXPENDITURE STATEMENT BY DEPARTMENT

FY 2021-2022

09/01/2021 TO 12/31/2021

	<u>CURRENT PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>BUDGETED</u>	<u>% BUDGET REM</u>
030-700-713-26500 SAFETY MATERIALS	880.50	880.50	4,500.00	80
030-700-713-26900 UNIFORMS	0.00	0.00	5,800.00	100
030-700-713-31000 TRAVEL & TRAINING	107.50	107.50	4,000.00	97
030-700-713-32100 TELEPHONE / INTERNET	1,400.82	2,239.03	6,000.00	63
030-700-713-33100 UTILITIES	8,007.13	9,893.23	30,000.00	67
030-700-713-35100 BUILDING REPAIR / MAINT	-1,741.31	-1,741.31	6,000.00	129
030-700-713-35200 EQUIPMENT MAINTENANCE	1,775.00	1,775.00	8,800.00	80
030-700-713-35300 VEHICLE MAINTENANCE	901.34	-1,680.73	6,900.00	124
030-700-713-39410 EQUIPMENTAL RENTAL	0.00	0.00	1,200.00	100
030-700-713-40450 INSURANCE	-656.01	9,318.94	13,310.00	30
030-700-713-50100 SMALL EQUIPMENT	1,445.26	3,119.26	10,174.00	69
030-700-713-50300 CAPITAL IMPROVEMENTS	0.00	645.00	174,275.00	100
030-700-713-50500 CAPITAL EQUIPMENT	98,386.00	98,386.00	113,324.10	13
TOTAL EXPENDITURE	<u>286,159.25</u>	<u>392,819.39</u>	<u>998,920.10</u>	<u>61</u>
BEFORE TRANSFERS	<u>-286,159.25</u>	<u>-392,819.39</u>	<u>-998,920.10</u>	
AFTER TRANSFERS	<u><u>-286,159.25</u></u>	<u><u>-392,819.39</u></u>	<u><u>-998,920.10</u></u>	
910 DEBT SERVICE				
EXPENDITURE:				
010-910-910-91061 LOAN PAYMENT-FIRE TRUCK	0.00	53,540.72	53,541.00	0
030-910-910-60020 USDA LOAN PAYMENT-REPAIR	0.00	0.00	92,275.00	100
030-910-910-60030 RESERVE FOR BOND PAYMENT	17,098.00	17,098.00	208,196.00	92
TOTAL EXPENDITURE	<u>17,098.00</u>	<u>70,638.72</u>	<u>354,012.00</u>	<u>80</u>
BEFORE TRANSFERS	<u>-17,098.00</u>	<u>-70,638.72</u>	<u>-354,012.00</u>	
AFTER TRANSFERS	<u><u>-17,098.00</u></u>	<u><u>-70,638.72</u></u>	<u><u>-354,012.00</u></u>	
999 OTHER FUNDING USES				
EXPENDITURE:				
010-005-999-90000 CONTINGENCY	0.00	0.00	20,000.00	100
030-005-999-90000 CONTINGENCY	0.00	0.00	15,000.00	100
TOTAL EXPENDITURE	<u>0.00</u>	<u>0.00</u>	<u>35,000.00</u>	<u>100</u>
BEFORE TRANSFERS	<u>0.00</u>	<u>0.00</u>	<u>-35,000.00</u>	
AFTER TRANSFERS	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>-35,000.00</u></u>	

TOWN OF WEAVERVILLE
 CAPITAL PROJECT FUND
COMMUNITY CENTER PROJECT ESTABLISHED 1/27/2020

	ORIGINAL BUDGET	AMENDED BUDGET	PAID IN FY 2019-FY 2020	PAID IN FY 2021	1/14/2022 YEAR-TO-DATE	CUMULATIVE TOTAL	REMAINING BALANCE	% BUDGET REMAINING	
EXPENDITURE:									
070-300-000-19900	CONSTRUCTION COST	2,779,000.00	2,798,407.66	416,670.00	1,985,956.57	369,770.39	2,772,396.96	26,010.70	1%
070-300-000-19002	ARCHITECTURAL FEES	238,555.00	238,555.00	164,410.30	65,664.80	22,426.91	252,502.01	(13,947.01)	-6%
070-300-000-19008	ENGINEERING FEES	61,811.00	61,811.00	59,324.59		2,486.41	61,811.00	-	0%
070-300-000-19006	SURVEYS/GEOTECHNICAL/TESTING	31,150.00	31,150.00	8,193.04	146.50	22,726.88	31,066.42	83.58	0%
070-300-000-19003	FIXTURES & EQUIPMENT	92,074.00	161,475.64	1,680.00	143,288.15	24,849.77	169,817.92	(8,342.28)	-5%
070-300-000-19004	FURNITURE & FURNISHINGS	-	119,718.66		2,025.00	99,260.49	101,285.49	18,433.17	15%
070-300-000-19005	CONSTRUCTION ADMIN	2,500.00	2,500.00	1,500.00			1,500.00	1,000.00	40%
070-300-000-19007	LANDSCAPING/SITE-WORK	-	45,798.28	-	21,904.68	22,948.06	44,852.74	945.54	2%
070-300-000-90000	CONTINGENCY	138,950.00	316.42	-			-	316.42	100%
TOTAL EXPENDITURE		3,344,040.00	3,459,732.66	651,777.93	2,218,985.70	564,468.91	3,435,232.54	24,500.12	1%
		<i>Increase=</i>	<i>115,692.66</i>						
FINANCING SOURCE:									
070-000-300-60010	TRANSFER FROM GENERAL FUND	3,344,040.00	3,424,614.00	651,777.93	2,203,085.70	545,250.25	3,400,113.88	24,500.12	1%
070-000-300-60020	FUNDRAISING CONTRIBUTIONS	-	35,118.66		15,900.00	19,218.66	35,118.66	-	
TOTAL FINANCING SOURCE		3,344,040.00	3,459,732.66	651,777.93	2,218,985.70	564,468.91	3,435,232.54	24,500.12	1%

TOWN OF WEAVERVILLE
 CAPITAL PROJECT FUND
 WATER TREATMENT PLANT EXPANSION PROJECT ESTABLISHED 6/28/2021

	<u>BUDGETED</u>	<u>PAID IN FY 2021</u>	<u>12/31/2021 YEAR-TO-DATE</u>	<u>CUMULATIVE TOTAL</u>	<u>REMAINING BALANCE</u>
EXPENDITURE:					
061-300-000-19005	CONSTRUCTION ADMIN	- (TBD)	-	-	-
061-300-000-19007	LEGAL SERVICES	- (TBD)	-	-	-
061-300-000-19008	ENGINEERING FEES	338,500.00	23,850.00	251,928.62	62,721.38
061-300-000-19009	INTEREST ON INTERIM	- (TBD)	-	-	-
061-300-000-19900	CONSTRUCTION COST	- (TBD)	-	-	-
061-300-000-90000	CONTINGENCY	- (TBD)	-	-	-
TOTAL EXPENDITURE	338,500.00	23,850.00	251,928.62	275,778.62	62,721.38
FINANCING SOURCE:					
061-000-300-60031	TRANSFER FROM WATER CAPITAL RESERVE	338,500.00	23,850.00	251,928.62	314,650.00
061-000-300-60035	PROCEEDS FROM DEBT	- (TBD)	-	-	-
TOTAL FINANCING SOURCE	338,500.00	23,850.00	251,928.62	275,778.62	314,650.00

TOWN OF WEAVERVILLE
 GRANT PROJECT FUND
 CSLRF PROJECT (ARP) ESTABLISHED 7/26/2021

	BUDGETED	12/31/2021 YEAR-TO-DATE	CUMULATIVE TOTAL	REMAINING BALANCE	% BUDGET REMAINING
EXPENDITURE:					
CSLRF PROJECT	1,283,394.62	-	-	1,283,394.62	100%
TOTAL EXPENDITURE	1,283,394.62	-	-	1,283,394.62	100%
FINANCING SOURCE:					
CSLRF (ARP) GRANT FUNDS RECEIVED JULY 2021	641,697.31	-	-	641,697.31	100%
CSLRF (ARP) GRANT FUNDS DUE JULY 2022	641,697.31	-	-	641,697.31	
TOTAL FINANCING SOURCE	1,283,394.62	-	-	1,283,394.62	100%

American Rescue Plan (ARP) Act of 2021 & Coronavirus State & Local Fiscal Recovery Funds (CSLFRF)

US Treasury issued the **Final Rule** implementing ARP/CSLFRF on January 6, 2022. There are now four main expenditure categories, with several added subcategories. The main categories are:

1. Addressing the COVID-19 public health emergency and its negative economic impacts
2. Premium pay for eligible workers performing essential work during the pandemic
3. Necessary water, wastewater, and broadband infrastructure
4. Revenue replacement for lost revenue growth

Key Changes and Clarifications in the Final Rule

The final rule delivers broader flexibility and greater simplicity in the program, responsive to feedback in the comment process. Among other clarifications and changes are the following features:

- **Replacing Lost Public Sector Revenue:** The final rule offers a **standard allowance for revenue loss of up to \$10 million**, allowing recipients to select between a standard amount of revenue loss or complete a full revenue loss calculation. Recipients that select the standard allowance may use that amount – in many cases their full award – for general government services without having to prove any actual revenue loss.
- **Public Health and Economic Impacts:** The final rule clarifies that recipients can use funds for capital expenditures that support an eligible COVID-19 public health or economic response, such as public housing, schools, and hospitals. The final rule provides an expanded set of households that are presumed to be “impacted” and also allows for a broader set of uses to restore and support government employment.
- **Premium Pay:** The final rule broadens the share of eligible workers who can receive premium pay without a written justification, while maintaining a focus on lower-income and frontline workers performing essential work.
- **Water, Sewer & Broadband Infrastructure:** The final rule significantly broadens eligible broadband infrastructure investments and adds additional eligible water and sewer infrastructure investments, including a broader range of lead remediation and stormwater management projects.

Recommendations from NC School of Government:

- ✓ Budget these funds in a grant project ordinance
- ✓ Maximize the revenue replacement funds while minimizing administrative burden
 - Make strategic expenditure decisions
 - Funds can free up general fund revenues for more complex projects

Overview of the Final Rule can be found at:

<https://home.treasury.gov/system/files/136/SLFRF-Final-Rule-Overview.pdf>

Reminder: Funds must be **obligated by 12/31/2024** and **expended by 12/31/2026**.