



MINUTES

**Town of Weaverville
State of North Carolina**

**Town Council Regular Meeting
Monday, April 16, 2018**

The Town Council for the Town of Weaverville met for its regular monthly meeting on Monday, April 16, 2018, at 7:00 p.m. in Council Chambers within Weaverville Town Hall at 30 South Main Street, Weaverville, North Carolina.

Council members present were: Mayor Al Root, Vice Mayor/Councilman John Penley, Councilwoman Dottie Sherrill, Councilman Doug Jackson and Councilman Andrew Nagle. Councilman Patrick Fitzsimmons was absent.

Staff present was: Town Manager Selena Coffey, Town Attorney Jennifer Jackson, Town Clerk Derek Huninghake, Police Chief Alan Wyatt, Fire Chief Ted Williams, Town Planner James Eller, Finance Officer Tonya Dozier, Public Works Director Dale Pennell and Water Treatment Plant Supervisor Trent Duncan.

1. Call to Order

Mayor Al Root called the meeting to order at 7:00 p.m.

2. Moment of Silence

Mayor Root held a moment of silence for Dwight Sherrill, life-long companion of Council Member Dottie Sherrill, who passed away last week.

3. Approval/Adjustments to the Agenda

Councilman Penley made a motion to approve the agenda as presented. Councilman Nagle seconded and all voted in favor of the motion.

4. Approval of Minutes

Councilman Jackson made the motion to approve the minutes from March 13, 2018 Town Council Budget Workshop/Special-called meeting, March 19, 2018 Town Council Special-called meeting and March 19, 2018 Town Council regular meeting as presented. Councilman Nagle seconded the motion and all voted in favor on the approval of the minutes.

5. General Public Comment

Public comments were received as follows:

Earl Valois, 42 Loftin St., commented that the Town needs to continue to make changes and not wait for something big to happen. We need to start moving towards Community Risk Reduction programs and Emergency response teams to help collect data on risk analysis for the future. Mr. Valois believes going to a performance based management system will help in this direction.

6. Discussion and Action Items

A. Water System Development Fees

Town Attorney Jennifer Jackson introduced Dennie Martin from WR-Martin, the professional firm that Town Council contracted with to complete the supporting analysis, so the Town of Weaverville would be able to charge system development fees starting July 1, 2018.

Dennie Martin started off by giving background on how we have gotten to this point. At the last General Assembly session, HB 436 was passed and became a General Statute. Article 8 of Chapter 162A entitled “System Development Fees” was enacted and signed into law on July 20, 2017, with an effective date of October 1, 2017. System development fees are one-time fees for new users connecting to the water system. Mr. Martin noted that the statute requires a supporting analysis report to be conducted by a qualified professional firm to determine the maximum system development fees. WR-Martin has completed this analysis and the WR-Martin System Development Fee Report has been given to Town Council and is available for public inspection at the Town Hall and on the Town’s website. The next steps that need to be complied with to establish these water SDFs are 1) Fee Calculation, 2) 45-Day Public Comment Period, 3) Public Hearing, 4) Town Adoption, and 5) Publication of Adopted Fee. WR-Martin took the Buy-in approach when calculating the water SDFs, since it was more consistent with the Town’s status for still having enough capacity to serve new development. They calculated the net value of the water system to be approximately \$9.242 million and then divided it by the respective number of equivalent residential users (ERUs) to yield the maximum SDFs for a 5/8 inch meter of \$2480. Mr. Martin noted that the Town is currently charging \$600 for the 5/8 inch water meter, which is around one of the lowest rates in the state, so the Town has room to increase these SDFs. The Town has used passed SDFs as a revenue source to lessen future water rate increases, but they need to be viewed as important to ensure the equitable distribution of the infrastructure cost between existing and future rate payers.

Town Attorney Jennifer Jackson mentioned that the next steps will be to publish the report that WR-Martin has prepared and allow for a 45-day comment period from the public. Then Town Council will need to set a public hearing on that report. She also noted that Council will have to establish a Capital Reserve Fund for keeping track of these fees, make amendments to Chapter 30 regarding utilities and adjust the fee schedule.

Councilman Penley made a motion to place the WR-Martin Water System Development Fee Report at Town Hall and on the Town’s website for public review and inspection, to request and record public comments from April 17, 2018 through June 1, 2018, and to set a public hearing for Monday, June 4, 2018 at 6pm, in Council Chambers, on the WR-Martin Water System Development Fee Report and water system development fees in the Town. Councilman Nagle seconded the motion. The motion passed by a unanimous vote of Council. Motion carries 4-0.

B. Land of Sky Regional Council Update

Justin Hembree, Executive Director from Land of Sky Regional Council, gave a quick summary on what the Regional Council does. The Land of Sky Regional Council reaches across county and municipal borders to provide assistance to local governments and to administer programs that benefit our region’s citizens. Right now, they are developing a strategic plan for community outreach and local government engagement to discuss emerging regional issues like workforce housing or transportation and the opioid epidemic. The Regional Council will be directly engaging the elected officials and local government staff to reach out to the community about issues that may be on horizon and how the Regional Council can assist.

C. Amendments to Personnel Policy: Organizational of Personnel System, Conditions of Employment, Records and Reports, Harassment Policy, Travel Policy

Town Attorney Jennifer Jackson reviewed the following new and amended amendments to the Personnel policy with Town Council.

1. **Article I (Amended) – Organization of Personnel System** – Describes the At-Will Nature of Employment with the Town, discusses responsibilities of the Town Manager, Town Council and HR Officer, and has a set of definitions for the whole personnel policy
2. **Article V (Amended) – Conditions of Employment** - Discusses provisions about work schedule, attendance and promptness, conflicts of interest, outside/dual employment, performance evaluation and internet and social media use.

3. **Article XIV (New) – Records and Reports** – Provisions concerning keeping and handling personnel records and access to confidential records and public information.
4. **Article XV (New) – Harassment Policy** – Extensive provisions from Article V that address harassment moved to this new article. The Policy Statement remains in the amended Article V
5. **Article XVI (New) – Travel Policy** – Extensive provisions from Article V that address travel moved to this new article. The Policy Statement remains in the amended Article V.

Councilman Nagle mentioned that in light of the Buncombe County situation, he had a few concerns with some of the policies. First, he wondered if dual employment counted for Town employees who held two salary positions because he didn't want them receiving two salaries. Secondly, Councilman Nagle questioned the travel policy to make sure that it keeps getting monitored, so that it doesn't get abused and what the Town's responsibility was on third party harassment. Councilman Jackson asked who gave the Town Manager authorization for going on work travel, since usually Town employees get authorization from the Town Manager or Finance Officer. Mayor Root mentioned that in regards to the harassment policy, staff might want to add into the policy that if the harassment involves the Town Manager it will be brought to the Mayor.

Town Manager Selena Coffey mentioned that when she started working for the Town of Weaverville there were a certain number of conferences that she was told she had to attend as Town Manager and any other work travel that comes up, she notifies Town Council of. Also, she has Finance Officer Tonya Dozier look at her statements every month to make sure everything is permitted.

Town Attorney Jennifer Jackson commented that staff will update the personnel policy to show that a harassment complaint involving the Town Manager will be made to the Mayor and to insert language regarding third party harassment.

Councilwoman Sherrill made a motion to adopt the amended amendments presented . Councilman Jackson seconded the motion. The motion passed by a unanimous vote of Council.

D. Weaverville Townhomes: Amendment to Water Commitment & Initial Consideration of Conditional Zoning District

Town Planner James Eller mentioned that the Town is in receipt of an application for a Conditional Zoning District for a project known as Weaverville Town Homes. The proposal calls for 53 townhomes to be constructed on 8.5 acres with all of the dimensional requirements met. Tonight is Town Council's initial consideration of the application to express their thoughts and concerns before it goes to the planning board for a full review.

Mr. Eller noted that staff is requesting Council to consider the sidewalk requirement established by Sec. 36-24, since the applicant may be seeking a sidewalk waiver from the Zoning Board of Adjustment as allowed by Town Code. However, if Council is going to require sidewalks along all street frontages there will be no need to take this matter before the Zoning Board of Adjustment. Councilman Jackson commented that he would like to keep the sidewalk requirement as it is structured now, since the Town is going to continue to have expansion requests. Mayor Root wondered where the sidewalks would connect at. Councilman Nagle commented that we can't keep making waivers for developers or nothing will happen. We need to have a vision to where the sidewalk won't end somewhere. Councilman Penley mentioned that we have to be careful with the project that fits around the center of Walmart because if we make them construct a sidewalk and Walmart didn't have too, then the Town might be responsible to pay for the construction of another sidewalk to connect to it. Town Planner James Eller noted that there weren't any other sidewalks to connect too, since Lowe's and Walmart weren't ordered to construct sidewalks connecting their properties on Northcrest road. Also, Mr. Eller added that the Town wouldn't be able to construct sidewalks on Northcrest road because all the roads are private.

Warren Suggs, Civil Design Concepts, mentioned that he was trying to get some feedback from Council to determine the best option possible. He thinks if Council knows they are going to keep the sidewalk requirement

then it would be best to let them know so they can avoid wasting any time. Mr. Suggs said that there might be another alternative that they could look at that might work better. Ken Jackson with Northridge Commons investors, mentioned that you can't go back now and force Northridge developers to make sidewalks and there could be more development that happens around there, but it wouldn't connect back to the shopping center. Mr. Jackson also mentioned that there are extra costs in their project for lots that they are unable to use. He will look to see if there is an option of connecting a sidewalk from the other side of the complex.

Town Planner James Eller also mentioned to Council that staff was in receipt of an application for an amendment to the water allocation previously granted by Council requesting to add 3 additional residential units. Town Council already approved water allocation for 50 units, so this would just increase the demand to 53 units.

Councilman Penley made a motion to approve the amendment to the water allocation request for 3 additional residential units, making it a total of 53 residential users. Councilman Jackson seconded the motion. The motion passed by a unanimous vote of Council.

E. Selection of Audit Firm

Finance Officer Tonya Dozier commented that the Town of Weaverville is required to have an annual audit every fiscal year and the best practice recommendation is to send out a Request for Proposal (RFP) every 3 to 5 years. It has been three years since the Town has sent out a RFP, so in early March they mailed/mailed an Audit RFP to eight CPA firms that conduct governmental audits in WNC. Three of the firms contacted submitted proposals, which included cost estimates for the next three fiscal years. The proposals were evaluated and compared based upon: cost, qualifications of the firm, and meeting the requirements of RFP, which included 20 questions to determine the firm's level of experience, staffing, referrals and method of determining costs. Based upon the results of the RFP, the Town Manager believes it is in the Town's best interest to continue with Gould Killian CPA group for FY 2018 Financial Audit.

Mayor Root wondered with everything happening in the county, if a Town employee was found to have committed fraud, would Town Council be made aware of it? Finance Officer Dozier mentioned that this wouldn't have been a part of the financial audit because the audit only looks at your statements to make sure it is in conformity with GAAP and is accurate and free of misstatement. There are assurance services that you can have conducted to look for fraud but this wouldn't have been found in the financial audit. Councilman Jackson asked about the extra cost to have an internal audit completed. Town Manager Selena Coffey commented that Town Council may want to have an assurance audit completed with a different firm. She believes it will help separate the audits and allow Council to compare them to make sure everything is in a good standing.

Councilman Nagle believes that if the financial audit isn't going to find fraud, then the Town should spend less money on the financial audit and use the extra funds to get an assurance audit completed.

Councilman Nagle made a motion to approve the Audit Contract with Gould Killian CPA Group for FY 2018 audit services. Councilman Penley seconded the motion. The motion passed by a unanimous vote of Council.

F. Finance Quarterly Report (includes monthly tax report)

Finance Officer Tonya Dozier presented the Quarterly Finance Report from January 2018 – March 2018. She mentioned that the Revenue and Expenditure Statements by Department were used to show where the Town was in comparison to the budget. She also noted that as of April 10, 2018, the monthly tax collection rate was at 97.95%. This is slightly lower than last year, but this could have occurred because it was a revaluation year. The quarterly report is attached.

G. Planning Quarterly Report

Town Planner James Eller presented the Planning Departments Quarterly Report and noted that 31 Zoning Permits and 5 Sign Permits have been issued during this period. The report is attached.

H. Presentation of Initial Draft Budget

Town Manager Selena Coffey presented the initial preliminary budget for FY 2018-19 to Town Council. She mentioned that there are still some topics that need more discussion and input from the community and Town Council to determine whether they want to include certain items in the budget. These topics include: Lake Louise Community Center Project, funding for former bus garage repairs, water treatment plant expansion, update to the Town's Comprehensive Land Use Plan and the Recreation Master Plan elements. The preliminary FY 2018-2019 budget presented totals \$9,015,200 with the General Fund being \$6,811,979 and the Water Fund being \$2,203,221. The total budget is a 1.5% decrease from the FY 2017-2018 budget. Town Manager Coffey also commented that there are budget workshops coming up on April 23 and May 8 at the Weaverville Fire Department. She thanked Finance Officer Tonya Dozier for her hard work and assistance in completing the budget this year. The preliminary budget for FY 2018-2019 showing highlights for the General and Water Fund budget is attached, as well as the revised Budget Calendar.

7. Town Manager's Report

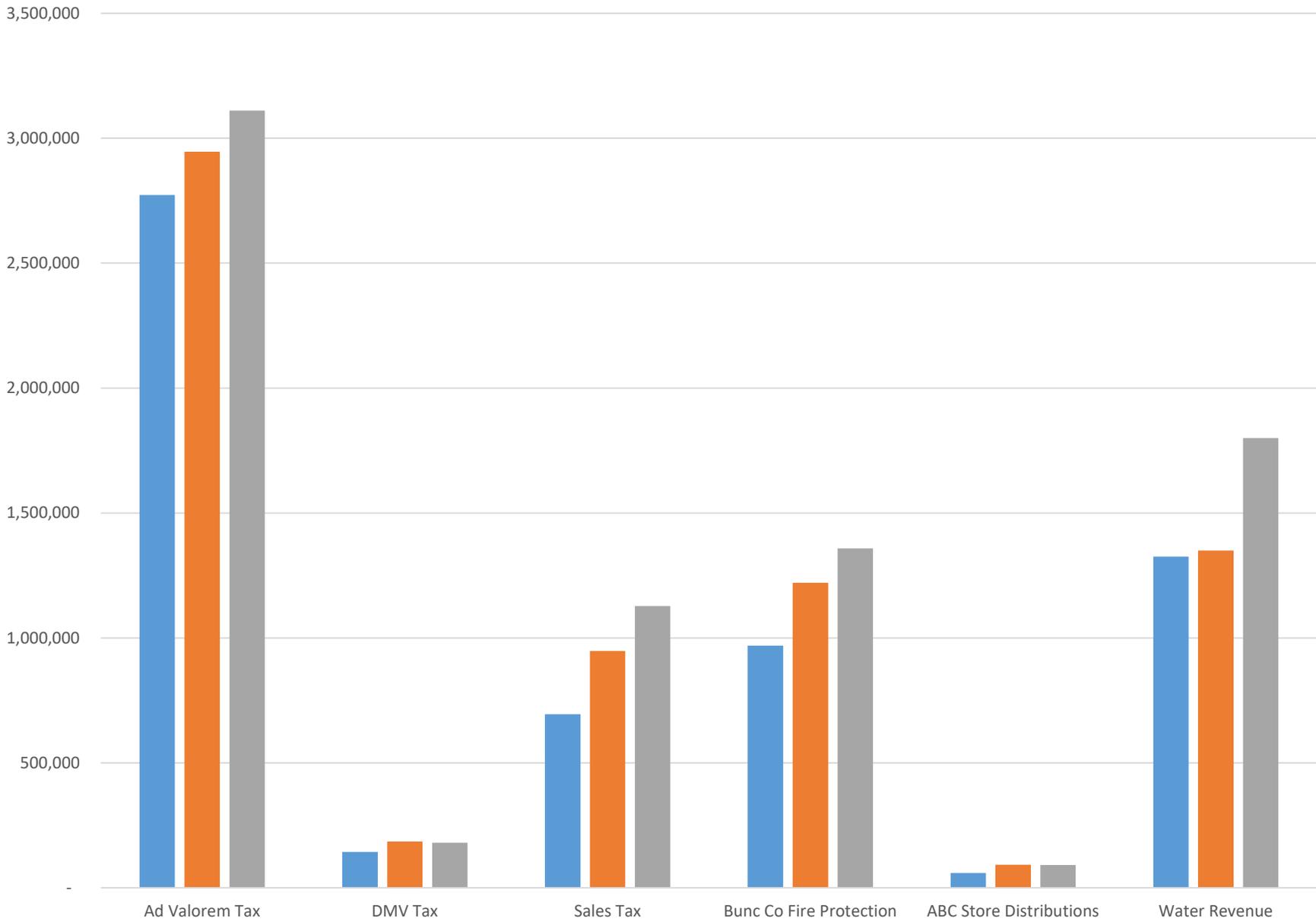
Town Manager Selena Coffey presented her Manager's report to Council including the Department heads are meeting on April 19 at the Weaverville Fire Department to update the strategic plan, Arbor Day is scheduled for April 27, 2018 at 11 am, Chief Wyatt to provide active shooter training for our staff at Town Hall, so they know how to protect themselves, street maintenance and improvements are going to start tomorrow for Salem Road, Orchard Place and Salem Acres Road, NCDOT has replaced the speed limit sign on Weaver Boulevard, she has contacted a realtor about getting an appraisal on the former bus garage on Central Avenue and lastly, she hopes that Town Council enjoys the new furniture that was installed last week.

8. Adjournment

Councilman Penley made the motion to adjourn; Councilwoman Sherrill seconded and all voted to adjourn the Council's meeting at 9:06 p.m.

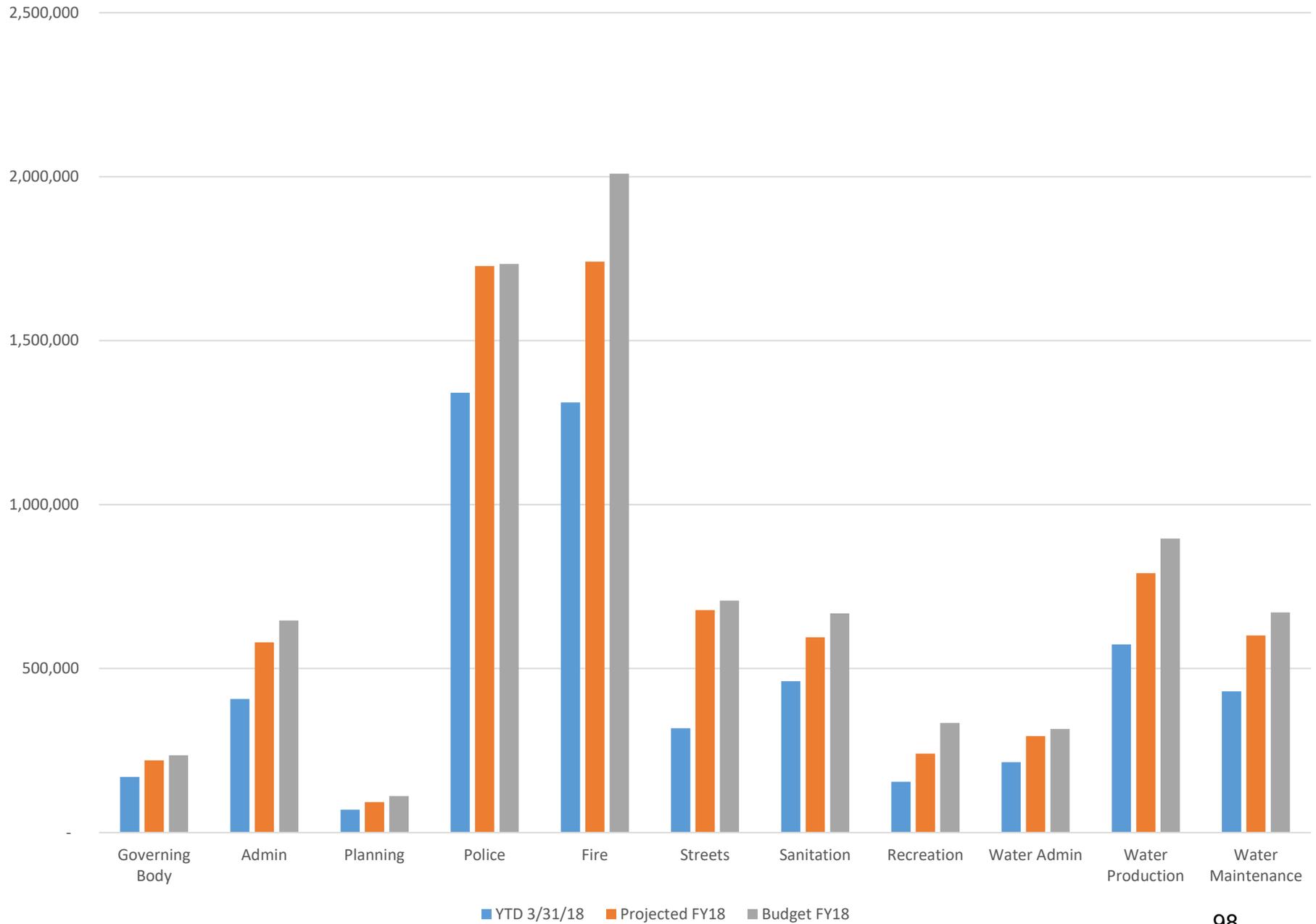
Derek K. Huninghake
Derek K. Huninghake, Town Clerk

Revenues



■ 3/31/2017 ■ 3/31/2018 ■ Budget FY18

Expenditures by Department FY18



TOWN OF WEAVERVILLE
REVENUE & EXPENDITURE STATEMENT BY DEPARTMENT

FY 2017-2018

07/01/2017 TO 03/31/2018

	<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	2,445.74	2,445.74	1,600.00	-53
010-004-300-04012 PRIOR YEAR INTEREST	0.00	0.00	200.00	100
010-004-300-04020 AD VALOREM TAX REV	2,946,347.19	2,946,347.19	3,110,600.00	5
010-004-300-04025 DMV TAX REVENUE	0.00	0.00	180,000.00	100
010-004-300-04026 DMV REV - STATE COLL	62,893.02	62,893.02	0.00	0
010-004-300-04027 DMV REV - STATE COLL	122,500.83	122,500.83	0.00	0
010-004-300-04030 TAX PENALTIES & INTE	3,484.99	3,484.99	5,000.00	30
010-004-300-05010 UTILITIES TAX	342,654.65	342,654.65	480,000.00	29
010-004-300-05040 BEER & WINE TAX	0.00	0.00	16,000.00	100
010-004-300-05050 POWELL BILL DISTRIBU	106,428.33	106,428.33	100,000.00	-6
010-004-300-05060 LOCAL GOVT SALES TA	947,865.90	947,865.90	1,127,357.00	16
010-004-300-06010 BUN CNTY FIRE PROTEC	1,220,816.08	1,220,816.08	1,358,293.00	10
010-004-300-06040 ABC STORE DISTRIBUTI	88,234.98	88,234.98	70,000.00	-26
010-004-300-06045 ABC STORE - ALCOHOL	2,222.33	2,222.33	12,915.49	83
010-004-300-06050 ABC STORE - POLICE DE	1,587.38	1,587.38	8,226.03	81
010-004-300-07060 FIRE DEPT GRANTS	12,097.63	12,097.63	12,097.63	0
010-004-300-09015 CELL TOWER REVENUE	16,416.30	16,416.30	16,000.00	-3
010-004-300-09019 STATE DISTRIBUTION -	12,057.00	12,057.00	12,057.00	0
010-004-300-09020 MISCELLANEOUS REVE	7,571.28	7,571.28	9,000.00	16
010-004-300-09024 MAIN STREET NATURE	180.00	180.00	0.00	0
010-004-300-09026 CONTRIBUTIONS FIRE E	527.00	527.00	429.00	-23
010-004-300-09028 COPS FOR KIDS	26,527.00	26,527.00	24,689.62	-7
010-004-300-09030 INTEREST EARNED	3,371.23	3,371.23	5,000.00	33
010-004-300-09031 INTEREST EARNED POW	280.82	280.82	150.00	-87
010-004-300-09040 PLANNING & ZONING FI	19,370.80	19,370.80	20,000.00	3
010-004-300-09045 FIRE INSPECTION FEES	200.00	200.00	600.00	67
010-004-300-09050 SALE OF PROPERTY	568,629.52	568,629.52	5,000.00	-11,273
010-004-310-09900 APPROPRIATED FUND B	0.00	0.00	453,894.11	100
030-004-300-08010 WATER REVENUE	1,349,731.56	1,349,731.56	1,800,000.00	25
030-004-300-08020 MISCELLANEOUS REVE	12,768.32	12,768.32	20,000.00	36
030-004-300-08030 WATER TAPS	30,210.00	30,210.00	18,000.00	-68
030-004-300-08040 CAPACITY DEPLETION I	57,600.00	57,600.00	36,000.00	-60
030-004-300-08060 FEES FOR MSD COLLEC	39,245.10	39,245.10	45,000.00	13
030-004-300-09030 INTEREST EARNED	0.00	0.00	2,500.00	100
030-004-310-09900 APPROPRIATED FUND B	0.00	0.00	186,416.00	100
TOTAL REVENUE	<u>8,004,264.98</u>	<u>8,004,264.98</u>	<u>9,137,024.88</u>	<u>12</u>
AFTER TRANSFERS	<u>8,004,264.98</u>	<u>8,004,264.98</u>	<u>9,137,024.88</u>	
411 GOVERNING BODY				
EXPENDITURE:				
010-410-411-12100 SALARIES & WAGES	54,900.47	54,900.47	74,720.00	27
010-410-411-18100 FICA	3,861.70	3,861.70	5,716.00	32
010-410-411-18200 RETIREMENT	1,795.95	1,795.95	0.00	0

TOWN OF WEAVERVILLE
REVENUE & EXPENDITURE STATEMENT BY DEPARTMENT

FY 2017-2018

07/01/2017 TO 03/31/2018

	<u>CURRENT PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>BUDGETED</u>	<u>% BUDGET REM</u>
010-410-411-18210 401-K MATCH	911.56	911.56	3,300.00	72
010-410-411-18400 RETIREE HEALTH INSURANCE	411.45	411.45	0.00	0
010-410-411-19000 PROFESSIONAL SERVICES	45,209.45	45,209.45	50,000.00	10
010-410-411-26000 SUPPLIES / MATERIALS	587.70	587.70	1,000.00	41
010-410-411-28000 CONSERVATION BOARD	11.16	11.16	1,500.00	99
010-410-411-31000 TRAVEL & TRAINING	2,636.35	2,636.35	7,700.00	66
010-410-411-32500 POSTAGE	0.00	0.00	500.00	100
010-410-411-35100 BUILDING REPAIR / MAINTENANCE	6,177.94	6,177.94	5,000.00	-24
010-410-411-39100 ADVERTISING	704.88	704.88	5,300.00	87
010-410-411-39200 NEWS LETTERS	1,335.74	1,335.74	800.00	-67
010-410-411-39300 PRINTING	400.00	400.00	1,000.00	60
010-410-411-39500 DUES & SUBSCRIPTIONS	0.00	0.00	200.00	100
010-410-411-39510 COMMUNITY PROMOTIONS	50,506.32	50,506.32	60,000.00	16
010-410-411-39520 ELECTION EXPENSES	0.00	0.00	12,500.00	100
010-410-411-40450 INSURANCE	188.13	188.13	550.00	66
010-410-411-50100 SMALL EQUIPMENT	0.00	0.00	6,000.00	100
TOTAL EXPENDITURE	169,638.80	169,638.80	235,786.00	28
BEFORE TRANSFERS	-169,638.80	-169,638.80	-235,786.00	
AFTER TRANSFERS	-169,638.80	-169,638.80	-235,786.00	

412 ADMINISTRATION

EXPENDITURE:

010-410-412-12100 SALARIES & WAGES	219,863.71	219,863.71	317,687.00	31
010-410-412-18100 FICA	16,760.15	16,760.15	24,303.00	31
010-410-412-18200 RETIREMENT	16,761.07	16,761.07	24,398.00	31
010-410-412-18210 401-K MATCH	13,322.21	13,322.21	19,061.00	30
010-410-412-18300 HEALTH INSURANCE	22,844.85	22,844.85	35,356.00	35
010-410-412-18400 RETIREE HEALTH INSURANCE	4,913.24	4,913.24	7,180.00	32
010-410-412-19000 PROFESSIONAL SERVICES	19,538.47	19,538.47	80,000.00	76
010-410-412-25000 VEHICLE SUPPLIES	196.82	196.82	1,000.00	80
010-410-412-26000 SUPPLIES / MATERIALS	6,766.85	6,766.85	13,000.00	48
010-410-412-31000 TRAVEL & TRAINING	13,008.40	13,008.40	15,000.00	13
010-410-412-32100 TELEPHONE	7,461.16	7,461.16	7,000.00	-7
010-410-412-32500 POSTAGE	1,651.94	1,651.94	3,000.00	45
010-410-412-33100 UTILITIES	3,013.26	3,013.26	5,000.00	40
010-410-412-35100 BUILDING REPAIR / MAINTENANCE	15,253.75	15,253.75	20,000.00	24
010-410-412-35200 EQUIPMENT MAINTENANCE	2,740.47	2,740.47	6,000.00	54
010-410-412-35300 VEHICLE MAINTENANCE	0.00	0.00	1,000.00	100
010-410-412-39100 ADVERTISING	0.00	0.00	1,000.00	100
010-410-412-39600 BANK SERVICE CHARGES	4,709.49	4,709.49	6,600.00	29
010-410-412-39650 BANK CARD FEES	3,997.85	3,997.85	6,000.00	33
010-410-412-39800 ESC REIMBURSEMENT	1,181.35	1,181.35	10,000.00	88
010-410-412-40450 INSURANCE	6,434.03	6,434.03	7,334.00	12
010-410-412-50100 SMALL EQUIPMENT	6,081.30	6,081.30	7,000.00	13
010-410-412-50500 CAPITAL EQUIPMENT	20,816.17	20,816.17	30,000.00	31

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TOWN OF WEAVERVILLE
REVENUE & EXPENDITURE STATEMENT BY DEPARTMENT

FY 2017-2018

07/01/2017 TO 03/31/2018

	<u>CURRENT PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>BUDGETED</u>	<u>% BUDGET REM</u>
TOTAL EXPENDITURE	407,316.54	407,316.54	646,919.00	37
BEFORE TRANSFERS	-407,316.54	-407,316.54	-646,919.00	
AFTER TRANSFERS	-407,316.54	-407,316.54	-646,919.00	
413 PLANNING				
EXPENDITURE:				
010-410-413-12100 SALARIES & WAGES	45,848.00	45,848.00	62,360.00	26
010-410-413-18100 FICA	3,521.77	3,521.77	4,771.00	26
010-410-413-18200 RETIREMENT	3,515.70	3,515.70	4,789.00	27
010-410-413-18210 401-K MATCH	2,750.89	2,750.89	3,742.00	26
010-410-413-18300 HEALTH INSURANCE	4,934.25	4,934.25	8,535.00	42
010-410-413-19000 PROFESSIONAL SERVIC	962.34	962.34	5,000.00	81
010-410-413-25000 VEHICLE SUPPLIES	178.88	178.88	500.00	64
010-410-413-26000 SUPPLIES / MATERIALS	550.34	550.34	1,000.00	45
010-410-413-31000 TRAVEL & TRAINING	989.68	989.68	5,000.00	80
010-410-413-32100 TELEPHONE	1,070.14	1,070.14	5,000.00	79
010-410-413-32500 POSTAGE	1,800.00	1,800.00	3,000.00	40
010-410-413-35200 EQUIPMENT MAINTENA	0.00	0.00	500.00	100
010-410-413-35300 VEHICLE MAINTENANC	61.54	61.54	500.00	88
010-410-413-39100 ADVERTISING	1,761.05	1,761.05	3,000.00	41
010-410-413-40450 INSURANCE	0.00	0.00	500.00	100
010-410-413-50100 SMALL EQUIPMENT	2,007.26	2,007.26	3,000.00	33
TOTAL EXPENDITURE	69,951.84	69,951.84	111,197.00	37
BEFORE TRANSFERS	-69,951.84	-69,951.84	-111,197.00	
AFTER TRANSFERS	-69,951.84	-69,951.84	-111,197.00	
431 POLICE				
EXPENDITURE:				
010-430-431-12100 SALARIES & WAGES	674,496.44	674,496.44	862,582.00	22
010-430-431-12500 SEPARATION ALLOWAN	20,925.62	20,925.62	31,213.42	33
010-430-431-18100 FICA	50,352.13	50,352.13	69,238.73	27
010-430-431-18200 RETIREMENT	95,264.78	95,264.78	113,509.83	16
010-430-431-18210 401-K MATCH	33,010.77	33,010.77	51,298.52	36
010-430-431-18300 HEALTH INSURANCE	86,882.33	86,882.33	144,180.00	40
010-430-431-18400 RETIREE HEALTH INSUI	4,038.32	4,038.32	7,180.00	44
010-430-431-19000 PROFESSIONAL SERVIC	42,250.15	42,250.15	43,000.00	2
010-430-431-25000 VEHICLE SUPPLIES	20,156.28	20,156.28	42,000.00	52
010-430-431-26000 SUPPLIES / MATERIALS	5,383.61	5,383.61	6,600.00	18
010-430-431-26200 CRIME PREVENTION	0.00	0.00	1,300.00	100
010-430-431-26250 DRUG EDUCATION & PR	0.00	0.00	326.50	100
010-430-431-26400 ALCOHOL EDUCATION ,	5,049.00	5,049.00	6,915.44	27
010-430-431-26450 ABC LAW ENFORCEMEN	0.00	0.00	4,459.99	100
010-430-431-26608 COPS FOR KIDS	22,491.57	22,491.57	24,689.62	9

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010-430-431-26900 UNIFORMS	6,101.67	6,101.67	6,700.00	9
010-430-431-31000 TRAVEL & TRAINING	1,975.29	1,975.29	3,300.00	40
010-430-431-32100 TELEPHONE	9,609.86	9,609.86	13,500.00	29
010-430-431-32500 POSTAGE	95.07	95.07	350.00	73
010-430-431-33100 UTILITIES	2,992.44	2,992.44	4,800.00	38
010-430-431-35100 BUILDING REPAIR / MAI	5,220.80	5,220.80	6,700.00	22
010-430-431-35200 EQUIPMENT MAINTENA	2,012.90	2,012.90	2,600.00	23
010-430-431-35300 VEHICLE MAINTENANC	11,595.53	11,595.53	18,000.00	36
010-430-431-40450 INSURANCE	51,440.36	51,440.36	62,963.00	18
010-430-431-50100 SMALL EQUIPMENT	67,961.69	67,961.69	84,348.00	19
010-430-431-50500 CAPITAL EQUIPMENT	121,603.56	121,603.56	121,709.00	0
TOTAL EXPENDITURE	<u>1,340,910.17</u>	<u>1,340,910.17</u>	<u>1,733,464.05</u>	<u>23</u>
BEFORE TRANSFERS	<u>-1,340,910.17</u>	<u>-1,340,910.17</u>	<u>-1,733,464.05</u>	
AFTER TRANSFERS	<u>-1,340,910.17</u>	<u>-1,340,910.17</u>	<u>-1,733,464.05</u>	

434 FIRE

EXPENDITURE:

010-430-434-12100 SALARIES & WAGES	725,720.83	725,720.83	1,084,831.00	33
010-430-434-12110 OVERTIME	30,633.90	30,633.90	51,450.00	40
010-430-434-12800 RELIEF PAY	26,563.00	26,563.00	75,000.00	65
010-430-434-18100 FICA	56,621.33	56,621.33	92,663.00	39
010-430-434-18200 RETIREMENT	56,630.66	56,630.66	85,221.00	34
010-430-434-18210 401-K MATCH	32,411.13	32,411.13	43,393.00	25
010-430-434-18300 HEALTH INSURANCE	113,038.07	113,038.07	207,738.00	46
010-430-434-18400 RETIREE HEALTH INSUI	4,038.32	4,038.32	7,180.00	44
010-430-434-19000 PROFESSIONAL SERVIC	4,380.59	4,380.59	4,000.00	-10
010-430-434-25000 VEHICLE SUPPLIES	11,102.08	11,102.08	18,000.00	38
010-430-434-26000 SUPPLIES / MATERIALS	3,939.31	3,939.31	10,000.00	61
010-430-434-26100 MEDICAL VACINATION	5,725.00	5,725.00	6,000.00	5
010-430-434-26150 PREVENTATION SUPPLI	2,569.75	2,569.75	5,000.00	49
010-430-434-26260 MEDICAL EQUIP & SUPP	4,222.70	4,222.70	5,500.00	23
010-430-434-26600 CONTRIBUTORY EXPEN	600.00	600.00	789.15	24
010-430-434-26900 UNIFORMS	4,916.42	4,916.42	10,000.00	51
010-430-434-31000 TRAVEL & TRAINING	4,719.17	4,719.17	11,000.00	57
010-430-434-32100 TELEPHONE	11,819.26	11,819.26	17,000.00	30
010-430-434-33100 UTILITIES	9,696.14	9,696.14	15,000.00	35
010-430-434-35100 BUILDING REPAIR / MAI	11,887.85	11,887.85	15,000.00	21
010-430-434-35200 EQUIPMENT MAINTENA	8,279.27	8,279.27	20,000.00	59
010-430-434-35300 VEHICLE MAINTENANC	29,828.34	29,828.34	34,597.63	14
010-430-434-39500 DUES & SUBSCRIPTIONS	4,601.98	4,601.98	8,500.00	46
010-430-434-40450 INSURANCE	70,510.91	70,510.91	82,293.00	14
010-430-434-50100 SMALL EQUIPMENT	33,210.99	33,210.99	54,000.00	38
010-430-434-50500 CAPITAL EQUIPMENT	44,134.49	44,134.49	45,000.00	2
TOTAL EXPENDITURE	<u>1,311,801.49</u>	<u>1,311,801.49</u>	<u>2,009,155.78</u>	<u>35</u>

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BEFORE TRANSFERS	-1,311,801.49	-1,311,801.49	-2,009,155.78	
AFTER TRANSFERS	-1,311,801.49	-1,311,801.49	-2,009,155.78	
451 STREETS				
EXPENDITURE:				
010-450-451-12100 SALARIES & WAGES	107,077.73	107,077.73	125,692.00	15
010-450-451-18100 FICA	7,500.70	7,500.70	9,615.00	22
010-450-451-18200 RETIREMENT	8,215.43	8,215.43	9,653.00	15
010-450-451-18210 401-K MATCH	5,351.72	5,351.72	7,004.00	24
010-450-451-18300 HEALTH INSURANCE	17,257.14	17,257.14	26,666.00	35
010-450-451-19000 PROFESSIONAL SERVIC	4,022.25	4,022.25	4,000.00	-1
010-450-451-19500 CONTRACT LABOR	13,417.17	13,417.17	12,800.00	-5
010-450-451-19900 CONTRACT WORK	13,109.35	13,109.35	25,000.00	48
010-450-451-25000 VEHICLE SUPPLIES	5,346.99	5,346.99	7,000.00	24
010-450-451-26000 SUPPLIES / MATERIALS	21,843.03	21,843.03	25,000.00	13
010-450-451-26500 SAFETY MATERIALS	1,195.70	1,195.70	2,300.00	48
010-450-451-26900 UNIFORMS	772.22	772.22	1,200.00	36
010-450-451-32100 TELEPHONE	641.79	641.79	3,000.00	79
010-450-451-33100 UTILITIES	33,715.91	33,715.91	58,000.00	42
010-450-451-35100 BUILDING REPAIR / MAJ	410.68	410.68	2,200.00	81
010-450-451-35200 EQUIPMENT MAINTENAN	4,596.38	4,596.38	4,200.00	-9
010-450-451-35300 VEHICLE MAINTENANC	2,332.56	2,332.56	2,900.00	20
010-450-451-40450 INSURANCE	9,775.15	9,775.15	9,853.00	1
010-450-451-50100 SMALL EQUIPMENT	418.91	418.91	2,000.00	79
010-450-451-50300 CAPITAL IMPROVEMEN	21,918.35	21,918.35	330,000.00	93
010-450-451-50500 CAPITAL EQUIPMENT	39,167.51	39,167.51	38,900.00	-1
TOTAL EXPENDITURE	318,086.67	318,086.67	706,983.00	55
BEFORE TRANSFERS	-318,086.67	-318,086.67	-706,983.00	
AFTER TRANSFERS	-318,086.67	-318,086.67	-706,983.00	

459 POWELL BILL

EXPENDITURE:

010-450-459-12100 SALARIES & WAGES	7,785.75	7,785.75	8,822.00	12
010-450-459-18100 FICA	554.15	554.15	675.00	18
010-450-459-18200 RETIREMENT	597.23	597.23	678.00	12
010-450-459-18210 401-K MATCH	218.60	218.60	529.00	59
010-450-459-18300 HEALTH INSURANCE	969.67	969.67	1,052.00	8
010-450-459-19000 PROFESSIONAL SERVIC	0.00	0.00	4,000.00	100
010-450-459-19500 CONTRACT LABOR	0.00	0.00	1,000.00	100
010-450-459-19900 CONTRACT WORK	0.00	0.00	1,500.00	100
010-450-459-26000 SUPPLIES / MATERIALS	0.00	0.00	500.00	100
010-450-459-35200 EQUIPMENT MAINTENAN	0.00	0.00	550.00	100
010-450-459-50300 CAPITAL IMPROVEMEN	0.00	0.00	100,000.00	100

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TOTAL EXPENDITURE	10,125.40	10,125.40	119,306.00	92
BEFORE TRANSFERS	-10,125.40	-10,125.40	-119,306.00	
AFTER TRANSFERS	-10,125.40	-10,125.40	-119,306.00	
471 SANITATION				
EXPENDITURE:				
010-470-471-12100 SALARIES & WAGES	202,460.70	202,460.70	289,522.00	30
010-470-471-18100 FICA	14,308.15	14,308.15	22,148.00	35
010-470-471-18200 RETIREMENT	15,518.52	15,518.52	22,235.00	30
010-470-471-18210 401-K MATCH	7,057.27	7,057.27	16,833.00	58
010-470-471-18300 HEALTH INSURANCE	40,645.49	40,645.49	66,599.00	39
010-470-471-19000 PROFESSIONAL SERVIC	865.84	865.84	2,000.00	57
010-470-471-19500 CONTRACT LABOR	10,947.21	10,947.21	18,000.00	39
010-470-471-25000 VEHICLE SUPPLIES	15,202.22	15,202.22	18,500.00	18
010-470-471-26000 SUPPLIES / MATERIALS	3,621.69	3,621.69	8,500.00	57
010-470-471-26500 SAFETY MATERIALS	3,098.86	3,098.86	2,800.00	-11
010-470-471-26900 UNIFORMS	2,061.11	2,061.11	3,600.00	43
010-470-471-33100 UTILITIES	2,323.13	2,323.13	4,000.00	42
010-470-471-35100 BUILDING REPAIR / MAI	1,125.00	1,125.00	2,300.00	51
010-470-471-35200 EQUIPMENT MAINTENA	7,103.59	7,103.59	9,500.00	25
010-470-471-35300 VEHICLE MAINTENANC	18,011.76	18,011.76	12,500.00	-44
010-470-471-40100 TIPPING FEES	39,213.38	39,213.38	75,000.00	48
010-470-471-40450 INSURANCE	24,516.20	24,516.20	34,568.00	29
010-470-471-50100 SMALL EQUIPMENT	215.96	215.96	5,700.00	96
010-470-471-50500 CAPITAL EQUIPMENT	53,050.00	53,050.00	54,500.00	3
TOTAL EXPENDITURE	461,346.08	461,346.08	668,805.00	31
BEFORE TRANSFERS	-461,346.08	-461,346.08	-668,805.00	
AFTER TRANSFERS	-461,346.08	-461,346.08	-668,805.00	

612 RECREATION

EXPENDITURE:

010-600-612-12100 SALARIES & WAGES	82,941.49	82,941.49	114,030.00	27
010-600-612-18100 FICA	6,116.65	6,116.65	8,723.00	30
010-600-612-18200 RETIREMENT	6,363.18	6,363.18	8,758.00	27
010-600-612-18210 401-K MATCH	4,001.13	4,001.13	6,304.00	37
010-600-612-18300 HEALTH INSURANCE	13,757.61	13,757.61	21,528.00	36
010-600-612-19000 PROFESSIONAL SERVIC	1,512.17	1,512.17	1,000.00	-51
010-600-612-19500 CONTRACT LABOR	0.00	0.00	14,500.00	100
010-600-612-19900 CONTRACT WORK	3,500.00	3,500.00	9,600.00	64
010-600-612-25000 VEHICLE SUPPLIES	1,091.94	1,091.94	3,250.00	66
010-600-612-26000 SUPPLIES / MATERIALS	8,792.33	8,792.33	16,800.00	48
010-600-612-26500 SAFETY MATERIALS	790.56	790.56	1,800.00	56
010-600-612-26900 UNIFORMS	665.37	665.37	1,200.00	45

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010-600-612-33100 UTILITIES	7,453.46	7,453.46	12,500.00	40
010-600-612-35100 BUILDING REPAIR / MAI	411.51	411.51	1,200.00	66
010-600-612-35200 EQUIPMENT MAINTENA	609.03	609.03	2,400.00	75
010-600-612-35300 VEHICLE MAINTENANC	73.66	73.66	1,300.00	94
010-600-612-40450 INSURANCE	2,351.62	2,351.62	4,324.00	46
010-600-612-50100 SMALL EQUIPMENT	368.00	368.00	1,800.00	80
010-600-612-50300 CAPITAL IMPROVEMEN	13,769.20	13,769.20	85,000.00	84
010-600-612-50500 CAPITAL EQUIPMENT	0.00	0.00	18,500.00	100
TOTAL EXPENDITURE	<u>154,568.91</u>	<u>154,568.91</u>	<u>334,517.00</u>	<u>54</u>
BEFORE TRANSFERS	<u>-154,568.91</u>	<u>-154,568.91</u>	<u>-334,517.00</u>	
AFTER TRANSFERS	<u>-154,568.91</u>	<u>-154,568.91</u>	<u>-334,517.00</u>	
711 WATER ADMINISTRATION				
EXPENDITURE:				
030-700-711-12100 SALARIES & WAGES	102,880.18	102,880.18	143,411.00	28
030-700-711-18100 FICA	7,603.39	7,603.39	10,971.00	31
030-700-711-18200 RETIREMENT	7,839.94	7,839.94	10,756.00	27
030-700-711-18210 401-K MATCH	5,763.86	5,763.86	8,605.00	33
030-700-711-18300 HEALTH INSURANCE	13,662.91	13,662.91	19,199.00	29
030-700-711-19000 PROFESSIONAL SERVIC	17,772.96	17,772.96	42,500.00	58
030-700-711-25000 VEHICLE SUPPLIES	1,024.35	1,024.35	3,000.00	66
030-700-711-26000 SUPPLIES / MATERIALS	2,328.26	2,328.26	3,800.00	39
030-700-711-26500 SAFETY MATERIALS	0.00	0.00	575.00	100
030-700-711-26900 UNIFORMS	49.99	49.99	400.00	88
030-700-711-31000 TRAVEL & TRAINING	122.06	122.06	1,800.00	93
030-700-711-32100 TELEPHONE	2,835.47	2,835.47	2,800.00	-1
030-700-711-32500 POSTAGE	6,994.80	6,994.80	14,300.00	51
030-700-711-35300 VEHICLE MAINTENANC	58.99	58.99	1,800.00	97
030-700-711-40450 INSURANCE	9,258.68	9,258.68	10,852.00	15
030-700-711-50100 SMALL EQUIPMENT	0.00	0.00	2,300.00	100
030-700-711-50500 CAPITAL EQUIPMENT	36,166.65	36,166.65	38,900.00	7
TOTAL EXPENDITURE	<u>214,362.49</u>	<u>214,362.49</u>	<u>315,969.00</u>	<u>32</u>
BEFORE TRANSFERS	<u>-214,362.49</u>	<u>-214,362.49</u>	<u>-315,969.00</u>	
AFTER TRANSFERS	<u>-214,362.49</u>	<u>-214,362.49</u>	<u>-315,969.00</u>	
712 PRODUCTION				
EXPENDITURE:				
030-700-712-12100 SALARIES & WAGES	186,699.43	186,699.43	279,472.00	33
030-700-712-18100 FICA	14,218.16	14,218.16	21,380.00	33
030-700-712-18200 RETIREMENT	14,303.07	14,303.07	20,960.00	32
030-700-712-18210 401-K MATCH	3,025.96	3,025.96	16,768.00	82
030-700-712-18300 HEALTH INSURANCE	23,372.19	23,372.19	35,192.00	34
030-700-712-18400 RETIREE HEALTH INSUI	4,038.32	4,038.32	7,180.00	44

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030-700-712-19000 PROFESSIONAL SERVIC	9,975.64	9,975.64	21,500.00	54
030-700-712-19600 WATER TESTING / MAIN	6,459.08	6,459.08	11,500.00	44
030-700-712-19900 CONTRACT WORK	3,437.70	3,437.70	8,500.00	60
030-700-712-20000 CHEMICALS	34,522.91	34,522.91	54,000.00	36
030-700-712-25000 VEHICLE SUPPLIES	3,127.35	3,127.35	6,500.00	52
030-700-712-26000 SUPPLIES / MATERIALS	4,951.38	4,951.38	12,000.00	59
030-700-712-26500 SAFETY MATERIALS	653.80	653.80	2,300.00	72
030-700-712-26900 UNIFORMS	1,177.74	1,177.74	2,100.00	44
030-700-712-27001 LAB SUPPLIES	7,694.10	7,694.10	17,800.00	57
030-700-712-31000 TRAVEL & TRAINING	10,967.77	10,967.77	14,000.00	22
030-700-712-32100 TELEPHONE	3,013.78	3,013.78	4,900.00	38
030-700-712-33100 UTILITIES	68,637.97	68,637.97	93,000.00	26
030-700-712-34000 SLUDGE REMOVAL	14,771.80	14,771.80	30,000.00	51
030-700-712-35100 BUILDING REPAIR / MAI	139.00	139.00	4,500.00	97
030-700-712-35200 EQUIPMENT MAINTENA	1,865.22	1,865.22	22,500.00	92
030-700-712-35300 VEHICLE MAINTENANC	341.55	341.55	4,550.00	92
030-700-712-40450 INSURANCE	9,067.85	9,067.85	10,852.00	16
030-700-712-40900 WATER PURCHASES	0.00	0.00	6,000.00	100
030-700-712-50100 SMALL EQUIPMENT	3,422.85	3,422.85	3,800.00	10
030-700-712-50300 CAPITAL IMPROVEMEN	0.00	0.00	17,000.00	100
030-700-712-50500 CAPITAL EQUIPMENT	143,282.50	143,282.50	168,000.00	15
TOTAL EXPENDITURE	<u>573,167.12</u>	<u>573,167.12</u>	<u>896,254.00</u>	<u>36</u>
BEFORE TRANSFERS	<u>-573,167.12</u>	<u>-573,167.12</u>	<u>-896,254.00</u>	
AFTER TRANSFERS	<u>-573,167.12</u>	<u>-573,167.12</u>	<u>-896,254.00</u>	

713 MAINTENANCE

EXPENDITURE:

030-700-713-12100 SALARIES & WAGES	213,534.27	213,534.27	273,472.00	22
030-700-713-18100 FICA	14,797.41	14,797.41	20,921.00	29
030-700-713-18200 RETIREMENT	16,374.82	16,374.82	20,510.00	20
030-700-713-18210 401-K MATCH	5,071.67	5,071.67	16,408.00	69
030-700-713-18300 HEALTH INSURANCE	37,553.89	37,553.89	64,324.00	42
030-700-713-19000 PROFESSIONAL SERVIC	4,484.49	4,484.49	12,000.00	63
030-700-713-19500 CONTRACT LABOR	0.00	0.00	3,000.00	100
030-700-713-19900 CONTRACT WORK	0.00	0.00	3,500.00	100
030-700-713-25000 VEHICLE SUPPLIES	6,206.52	6,206.52	9,500.00	35
030-700-713-26000 SUPPLIES / MATERIALS	32,841.11	32,841.11	43,000.00	24
030-700-713-26500 SAFETY MATERIALS	1,257.37	1,257.37	3,000.00	58
030-700-713-26900 UNIFORMS	1,410.73	1,410.73	3,000.00	53
030-700-713-31000 TRAVEL & TRAINING	1,814.68	1,814.68	3,800.00	52
030-700-713-32100 TELEPHONE	4,348.87	4,348.87	5,000.00	13
030-700-713-33100 UTILITIES	10,201.19	10,201.19	6,500.00	-57
030-700-713-33300 UTILITIES FOR PUMP ST	1,574.88	1,574.88	18,500.00	91
030-700-713-33500 UTILITIES/BUILDING	4,993.67	4,993.67	6,000.00	17
030-700-713-35100 BUILDING REPAIR / MAI	496.96	496.96	2,800.00	82

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030-700-713-35200 EQUIPMENT MAINTENA	3,632.87	3,632.87	8,500.00	57
030-700-713-35300 VEHICLE MAINTENANC	6,466.19	6,466.19	6,300.00	-3
030-700-713-39410 EQUIPMENTAL RENTAL	0.00	0.00	1,200.00	100
030-700-713-40450 INSURANCE	9,067.85	9,067.85	10,852.00	16
030-700-713-50100 SMALL EQUIPMENT	0.00	0.00	5,000.00	100
030-700-713-50300 CAPITAL IMPROVEMEN	23,625.74	23,625.74	60,000.00	61
030-700-713-50310 REPAIRS TO RESERVOIF	0.00	0.00	6,000.00	100
030-700-713-50320 WATER SYSTEM IMPRO	0.00	0.00	3,000.00	100
030-700-713-50500 CAPITAL EQUIPMENT	30,628.32	30,628.32	55,000.00	44
TOTAL EXPENDITURE	<u>430,383.50</u>	<u>430,383.50</u>	<u>671,087.00</u>	<u>36</u>
BEFORE TRANSFERS	<u>-430,383.50</u>	<u>-430,383.50</u>	<u>-671,087.00</u>	
AFTER TRANSFERS	<u>-430,383.50</u>	<u>-430,383.50</u>	<u>-671,087.00</u>	
910 DEBT SERVICE				
EXPENDITURE:				
010-910-910-91061 LOAN PAYMENT-FIRE T	53,540.72	53,540.72	53,541.00	0
010-910-910-91062 LOAN PAYMENT - FIRE	149,412.96	149,412.96	149,413.00	0
010-910-910-91063 LOAN PAYMENT - FIRE	128,072.18	128,072.18	255,021.00	50
030-910-910-60030 RESERVE FOR BOND PA	23,803.30	23,803.30	209,607.00	89
TOTAL EXPENDITURE	<u>354,829.16</u>	<u>354,829.16</u>	<u>667,582.00</u>	<u>47</u>
BEFORE TRANSFERS	<u>-354,829.16</u>	<u>-354,829.16</u>	<u>-667,582.00</u>	
AFTER TRANSFERS	<u>-354,829.16</u>	<u>-354,829.16</u>	<u>-667,582.00</u>	
999 OTHER FUNDING USES				
EXPENDITURE:				
010-005-999-90000 CONTINGENCY	0.00	0.00	5,000.00	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>20,000.00</u>	<u>100</u>
BEFORE TRANSFERS	<u>0.00</u>	<u>0.00</u>	<u>-20,000.00</u>	
AFTER TRANSFERS	<u>0.00</u>	<u>0.00</u>	<u>-20,000.00</u>	

**Town of Weaverville
MONTHLY TAX REPORT
FY 2017-18**

AS OF 4/10/2018

Real Property:	731,858,579	
Real Property Discoveries:	4,382,100	
Total Real Property:	736,240,679	736,240,679
Personal:	68,272,808	
Personal Discoveries:	25,284	
Total Personal:		61,930,034
Public Utilities:		5,147,971
Exemption:		(9,394,737)
Releases:		(1,465,263)
Total Tax Value		792,458,684

Tax Levy @.38 cents per \$100

Real Property:		2,798,552.00
Personal Property:		235,334.00
Public Utilities:	19,563.00	
Less Under \$5 Adjustment		(61.00)
Total Public Utilities:		19,563.00
Exemption:		(35,700.00)
Releases:		(5,568.00)
Total Levy (Total Billed)		3,011,343.00

Total Current Year Collections		2,949,776.00
% Collected		97.95%

Total Left to be Collected:		61,567.00
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Prior Years Paid		3,174.00
Prior Years Unpaid as of 4/10/18		9,182.93



Planning Department Report – Q1, 2018

Total Zoning Permits Issued: 31

Residential:

Single family dwellings: 13

Internal upfit or accessory structure: 15

Commercial:

New Commercial: 1 (Fairfield Inn Weaverville)

Internal upfit or accessory structure: 2 (60 Weaver, 11 Florida)

Sign Permits: 5

April 16, 2018

Subject: Fiscal Year 2018-2019 Preliminary Budget

Dear Honorable Mayor Root and Members of Town Council:

I am writing to convey the initial preliminary budget for fiscal year 2018-2019. My submission of this preliminary budget is a departure from the prior process in that it does not include my formal budget message and final proposed budget. This shift in budgetary process is distinguished from the prior year process by numerous budgetary issues that must be addressed with your input during the upcoming budget sessions. I will be formally presenting the Town Manager's Proposed Budget, as prescribed by the *North Carolina Local Government Budget and Fiscal Control Act* (N.C.G.S § 159-11), at your regular meeting on May 21, 2018. This deferred submittal date will afford time for you to meet and discuss important Town issues that have financial implications, as well as potentially allow time for staff to receive updated revenue projections from the North Carolina Department of Revenue, the Buncombe County Tax Department and the North Carolina League of Municipalities. This revised budget process also provides more opportunity for public input prior to budget adoption. I have revised the budget calendar, which is attached, to reflect this amended process.

Topics for Discussion

Below, I have provided a bulleted list of topics requiring your discussion and input as we continue the development of the fiscal year 2018-2019 budget:

- **Lake Louise Community Center Project:** On May 9, 2018, staff will be meeting with the Recreation Advisory Board to continue receiving their input regarding the conceptual plans for the community center project. I would like to receive input from the Mayor and Town Council prior to this meeting and propose that this topic be on the agenda for your April 23 worksession.
- **Former Bus Garage** (22 Central Avenue property): At your last budget worksession, you asked that I retain a realtor to provide the Town with an estimated value for the former bus garage located at 22 Central Avenue. This is in process and I have not yet received a response. You also requested that staff ascertain an estimate to construct a building to store our Public Works equipment currently maintained at the 22 Central Avenue location. Our Public Works Director has provided an estimate for this proposed structure totaling approximately \$800,000, which includes site preparation, construction, engineering, architectural services, permitting, landscaping, etc. In the case that you choose to retain the bus garage as Town property for

storage, I will be recommending substantial repairs and maintenance, estimated at approximately \$100,000.

- **Water Treatment Plant Expansion:** We anticipate receiving the preliminary engineering report regarding the potential water treatment plant expansion in May. This is certainly a topic for Town Council’s consideration in developing this year’s budget.
- **Update to the Town’s Comprehensive Land Use Plan:** As you are aware, the Town’s current land use plan was developed in 2012 with an intent to be updated every five years. It would be prudent for Town Council to discuss how and when you would like to move forward in updating this plan.
- **Recreation Master Plan Elements:** There are a number of elements within the adopted Recreation Master Plan that have financial implications. As mentioned earlier, the community center project is a significant part of this discussion. However, I would encourage Town Council to consider some additional components of the plan, especially those pertaining to updates to the current restroom facilities at Lake Louise Park and the potential for utilities at the Main Street Nature Park.

Overview of the Preliminary Budget

The preliminary fiscal year 2018-2019 budget presented herewith totals **\$9,015,200**, a **1.5%** decrease from the fiscal year 2017-2018 budget. These funds are summarized below:

General Fund	\$6,811,979
Water Fund	\$2,203,221
Total Budget	\$9,015,200

General Fund Overview

The preliminary budget presented herewith is based on the Town’s current **tax rate of \$0.38** per \$100 valuation at a collection rate of 99.0% and tax values estimated by Buncombe County of **\$799,697,163** for real and personal property. This is a 2.4 % decrease from last year’s revaluation estimates that provided the foundation for the current year budget. Of note, last year’s tax values were initially estimated at \$819,074,475 but the County’s preliminary estimate turned out to be higher than the actual tax values for the year.

Preliminary General Fund departmental budget totals are reflected in the following table:

Department	FY 2017-2018 Amended Budget	FY 2018-2019 Preliminary	Percentage Variance
Town Council	\$235,786	\$237,322	0.7%
Administration	\$646,919	\$653,042	0.9%
Planning	\$111,197	\$106,210	-4.5%
Police Department	\$1,733,464	\$1,630,856	-5.9%
Fire Department	\$2,009,156	\$2,080,546	3.6%
Public Works	\$1,829,611	\$1,705,610	-6.8%
Contingency	\$20,000	\$20,000	0.0%
Debt Service	\$457,975	\$378,393	-17.4%
Total General Fund	\$7,044,108	\$6,811,979	-3.3%

The highlights for the preliminary General Fund budget includes the following:

- Appropriation of \$186,015 in fund balance
- An estimated 8% increase in health insurance expenses for employees
- A 2% cost of living adjustment based on the most recent Consumer Price Index of 2.4%
- Continuation of the 3% merit bonus/pay program based on employee performance evaluations
- Funding for replacement of carpet flooring throughout Town Hall and the Police Department
- Three additional Firefighter positions to continue with the phasing plan approved during the FY 2017-2018 budget process
- One School Resource Officer position to work jointly between Weaverville Primary and Weaverville Elementary schools
- Streets maintenance and improvements funds totaling \$300,000
- An estimated \$79,000 in funding to add security components within Town facilities
- Continued replacement plan for two police cruisers annually
- Addition of a heavy payload utility vehicle for the Public Works Department

Water Fund Overview

The preliminary Water Fund budget for FY 2018-2019 totals **\$2,203,221**, a **4.5%** increase over the FY 2017-2018 budget. Water Fund expenses by category, including water administration, water distribution and water production are displayed in the table below:

Department	FY 2017-2018 Amended Budget	FY 2018-2019 Preliminary	Percentage Variance
Personnel	\$969,529	\$1,006,001	3.8%
Operations	\$631,881	\$746,450	18.1%
Capital Outlay	\$261,900	\$40,000	-84.7%
Capital Improvements	\$20,000	\$191,500	857.5%
Contingency	\$15,000	\$15,000	0.0%
Reserve for Bond Payments	\$209,607	\$204,270	-2.5%
Total Water Fund	\$2,107,916	\$2,203,221	4.5%

Highlights for the preliminary Water Fund budget are reflected below:

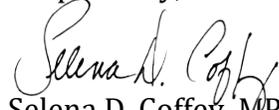
- A 2% increase in water rates as recommended in the Town's water rate study
- Capital improvements funding totaling \$191,500 to rebuild water pumps and chlorine gas delivery system and replace filter media and raw water control valve, in addition to funding to repaint the Water Treatment Plant and make repairs to the Ox Creek reservoir (this project must move forward into the upcoming budget)
- Capital outlay funding for continued replacement of old water meters with new radio read meters
- Replacement of two trucks, both which meet vehicle replacement guidelines adopted by Town Council last fiscal year

Moving Forward

Attached to this memo, you will find a revised budget calendar for your review and approval. This calendar reflects the previously scheduled budget worksessions for April 23 and May 8. You can expect to receive supplementary budget information prior to the next worksession. In addition, the revised calendar establishes May 21 as the date when I will submit my formal budget proposal as required by General Statutes. Finally, it establishes Monday, June 4 as the date for the public hearing on the budget.

I wish to thank our department heads and key staff for their thoughtfulness in preparing their budget requests. Most of all, I would like to thank our Finance Director Tonya Dozier for her time and attention to detail in preparing this preliminary budget.

Respectfully,



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

PRELIMINARY BUDGET
Fiscal Year 2018-2019
Budgets by Department, Function & Category

GENERAL FUND REVENUE	FY 2018 Amended Budget	FY 2019 Preliminary Draft	\$ Variance	% Variance
Prior Year Tax Revenue	\$1,600	\$2,500	\$900	56.3%
Prior Year Interest & Penalties	\$200	\$200	\$0	0.0%
Ad Valorem Tax Revenue	\$3,110,600	\$3,008,164	(\$102,436)	-3.3%
DMV Tax Revenue	\$180,000	\$250,000	\$70,000	38.9%
Tax Penalties & Interest	\$5,000	\$4,000	(\$1,000)	-20.0%
Utilities Franchise Tax	\$480,000	\$450,000	(\$30,000)	-6.3%
Beer & Wine Tax	\$16,000	\$16,000	\$0	0.0%
Powell Bill Distributions	\$100,000	\$106,000	\$6,000	6.0%
Local Government Sales Tax	\$1,127,357	\$1,290,000	\$162,643	14.4%
Buncombe County Fire Protection	\$1,358,293	\$1,309,000	(\$49,293)	-3.6%
ABC Store Distribution to Town	\$70,000	\$110,000	\$40,000	57.1%
ABC Store Alcohol Education	\$12,915	\$0	(\$12,915)	-100.0%
ABC Store Police Department	\$8,226	\$0	(\$8,226)	-100.0%
Cell Tower Revenue	\$16,000	\$16,000	\$0	0.0%
Miscellaneous Revenue	\$9,000	\$7,500	(\$1,500)	-16.7%
Interest Earned	\$5,000	\$26,000	\$21,000	420.0%
Interest Earned-Powell Bill	\$150	\$300	\$150	100.0%
Zoning Inspections Fees	\$20,000	\$25,000	\$5,000	25.0%
Fire Inspections Fees	\$600	\$300	(\$300)	-50.0%
Sale of Property	\$5,000	\$5,000	\$0	0.0%
Appropriated Fund Balance	\$453,894	\$186,015	(\$267,879)	-59.0%
TOTAL GENERAL FUND REVENUE	\$6,979,836	\$6,811,979	(\$167,857)	-2.4%

GENERAL FUND EXPENDITURES	FY 2018 Amended Budget	FY 2019 Preliminary Draft	\$ Variance	% Variance
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Town Council

Personnel	\$83,736	\$89,522	\$5,786	6.9%
Operations	\$152,050	\$137,800	(\$14,250)	-9.4%
Capital Outlay	\$0	\$10,000	\$10,000	--
Total	\$235,786	\$237,322	\$1,536	0.7%

Administration

Personnel	\$427,985	\$428,622	\$637	0.1%
Operations	\$188,934	\$171,420	(\$17,514)	-9.3%
Capital Outlay	\$30,000	\$53,000	\$23,000	76.7%
Total	\$646,919	\$653,042	\$6,123	0.9%

Planning & Code Enforcement

Personnel	\$84,197	\$87,210	\$3,013	3.6%
Operations	\$27,000	\$19,000	(\$8,000)	-29.6%
Total	\$111,197	\$106,210	(\$4,987)	-4.5%

Police Department

Personnel	\$1,279,203	\$1,256,006	(\$23,196)	-1.8%
Operations	\$332,553	\$279,850	(\$52,703)	-15.8%
Capital Outlay	\$121,709	\$95,000	(\$26,709)	-21.9%
Total	\$1,733,464	\$1,630,856	(\$102,608)	-5.9%

Fire Department

Personnel	\$1,647,476	\$1,754,324	\$106,848	6.5%
Operations	\$316,680	\$326,222	\$9,542	3.0%
Capital Outlay	\$45,000	\$0	(\$45,000)	-100.0%
Total	\$2,009,156	\$2,080,546	\$71,390	3.6%

Public Works: All Divisions

Personnel	\$767,066	\$801,443	\$34,377	4.5%
Operations	\$435,645	\$495,268	\$59,623	13.7%
Capital Outlay	\$111,900	\$45,499	(\$66,401)	-59.3%
Capital Improvements	\$515,000	\$363,400	(\$151,600)	-29.4%
Total	\$1,829,611	\$1,705,610	(\$124,001)	-6.8%

Debt Service

Loan Payment-Fire Truck 09/14	\$53,541	\$53,541	\$0	0.0%
Loan Payment-Fire Trucks	\$149,413	\$74,707	(\$74,706)	-50.0%
Loan Payment-Fire Station	\$255,021	\$250,145	(\$4,876)	-1.9%
Total	\$457,975	\$378,393	(\$79,582)	-17.4%

Contingency

Total	\$20,000	\$20,000	\$0	0.0%
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Total General Fund Revenue	\$6,979,836	\$6,811,979	(\$167,857)	-2.4%
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Total General Fund Expenditures	\$7,044,108	\$6,811,979	(\$232,129)	-3.3%
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WATER FUND REVENUE	FY 2018 Amended Budget	FY 2019 Preliminary Draft	\$ Variance	% Variance
Water Revenue	\$1,800,000	\$1,845,000	\$45,000	2.5%
Miscellaneous Revenue	\$20,000	\$17,000	(\$3,000)	-15.0%
Water Taps	\$18,000	\$35,000	\$17,000	94.4%
Capacity Depletion Fees	\$36,000	\$70,000	\$34,000	94.4%
Fees for MSD Collection	\$45,000	\$50,000	\$5,000	11.1%
Interest Earned	\$2,500	\$12,000	\$9,500	380.0%
Appropriated Fund Balance	\$186,416	\$174,221	(\$12,195)	-6.5%
Total Water Fund Revenue	\$2,107,916	\$2,203,221	\$95,305	4.5%

WATER FUND EXPENDITURES	FY 2018 Amended Budget	FY 2019 Preliminary Draft	\$ Variance	% Variance
Water Fund				
Personnel	\$969,529	\$1,006,001	\$36,472	3.8%
Operations	\$631,881	\$746,450	\$114,569	18.1%
Capital Outlay	\$261,900	\$40,000	(\$221,900)	-84.7%
Capital Improvements	\$20,000	\$191,500	\$171,500	857.5%
Total	\$1,883,310	\$1,983,951	\$100,641	5.3%
Contingency	Total \$15,000	\$15,000	\$0	0.0%
Reserve for Bond Payment	\$209,607	\$204,270	(\$5,337)	-2.5%
Total Water Fund Revenue	\$2,107,916	\$2,203,221	\$95,305	4.5%
Total Water Fund Expenditures	\$2,107,917	\$2,203,221	\$95,304	4.5%

**Town of Weaverville
Budget Calendar
FY 2018-2019**

Budget Activity	Date/Time/Location	Responsible Party
Operational Budget Requests & CIP Requests Due to Manager	Friday, March 2, 2018 Due by 5:00pm	• Department Heads
Budget Workshop #1 – Budget Preview <i>(Regular Workshop)</i>	Tuesday, March 13, 2018 6:00pm Town Hall	• Town Council • Town Manager • Department Heads
Manager’s Budget Review, Analysis & Department Head Meetings in Development of Proposed Budget	March 13 – April 16, 2018	• Town Manager • Department Heads
Initial Draft Budget Presentation Set Public Hearing on Budget <i>(Regular Town Council Meeting)</i>	Monday, April 16, 2018 7:00pm Town Hall	• Town Council • Town Manager • Town Clerk
Budget Workshop #2 <i>(Special-Called Meeting)</i>	Monday, April 23, 2018 6:00pm Town Hall	• Town Council • Town Manager • Department Heads
Budget Workshop #3 <i>(Regular Workshop)</i>	Tuesday, May 8, 2018 6:00pm Town Hall	• Town Council • Town Manager • Department Heads
Presentation of Manager’s Proposed Budget Set Public Hearing on Budget <i>(Regular Town Council Meeting)</i>	Monday, May 21, 2018 6:30pm Town Hall	• Town Council • Town Manager
Advertise Public Hearing on Budget	Week of May 21, 2018	• Town Clerk
Budget Workshop #4: Public Hearing on Budget Public Hearing on Water System Development Fees <i>(Special-Called Meeting)</i>	Monday, June 4, 2018 6:00pm Town Hall	• Town Council • Town Manager • Department Heads
Town Council’s Adoption of Budget / Ordinance <i>(Regular Town Council Meeting)</i>	June 18, 2018 7:00pm Town Hall	• Town Council • Town Manager • Town Clerk