

**TOWN OF WEDDINGTON  
REGULAR TOWN COUNCIL MEETING  
MONDAY, MARCH 12, 2018 – 7:00 P.M.  
WEDDINGTON TOWN HALL  
1924 WEDDINGTON ROAD  
WEDDINGTON, NC 28104**

**AGENDA** *(amended)*

Prayer – Pastor Ed Thomas, Spirit of Joy Lutheran Church

1. Open the Meeting
2. Pledge of Allegiance
3. Determination of Quorum
4. Presentation and Consideration of the FY 2016-2017 Audit by Rowell, Craven & Short
5. Public Comments
6. Additions, Deletions and/or Adoption of the Agenda
7. Consent Agenda
  - A. 2019 Deer Urban Archery Season Renewal
  - B. Call for a Public Hearing to be held Monday, April 9, 2018 at 7:00 p.m. at the Weddington Town Hall to consider Conventional Rezoning of a portion of parcel number 06177015 from R-60 to R-40
  - ~~C. Approve Tilley Morris Round A Bout Reimbursement agreement with NCDOT~~
8. Approval of Minutes
  - A. February 12, 2018 Town Council Regular Meeting Minutes
  - B. February 24, 2018 Town Council Retreat Minutes
9. Public Hearings and Consideration of Public Hearings
10. Old Business
11. New Business
  - A. Presentation - Arborbrook Christian Academy
  - B. Review and Discussion of Preliminary Budget for Fiscal Year 2018-2019
  - C. *Discussion and Consideration of Approval of Tilley Morris Round A Bout Reimbursement Agreement with NCDOT.*
12. Update from Town Planner
13. Code Enforcement Report
14. Update from Finance Officer and Tax Collector
15. Transportation Report
16. Move into Closed Session Pursuant to NCGS 13-318.11 (a)(3) To Consult with Attorney on Matters Protected by the Attorney Client Privilege Relating to Providence Volunteer Fire Department versus Town of Weddington; and to Address Personnel Matters Pursuant to NCGS 143-381.11 (a)(6)
17. Council Comments
18. Adjournment

**TOWN OF WEDDINGTON  
REGULAR TOWN COUNCIL MEETING  
MONDAY, MARCH 12, 2018 – 7:00 P.M.  
WEDDINGTON TOWN HALL  
MINUTES  
PAGE 1 OF 6**

Prayer – Pastor Ed Thomas, Spirit of Joy Lutheran Church

**1. Open the Meeting**

Mayor Callis opened the March 12, 2018 Regular Town Council Meeting at 7:04 p.m.

**2. Pledge of Allegiance**

Mayor Callis led the Pledge of Allegiance.

**3. Determination of Quorum**

Quorum was determined with Mayor Elizabeth Callis, Mayor Pro Tem Janice Propst, Councilmembers Scott Buzzard and Jeff Perryman in attendance. Councilmember Mike Smith was absent.

Staff Present: Town Administrator/Planner Lisa Thompson, Town Clerk Karen Dewey, Finance Officer Leslie Gaylord

Visitors: Ann Craven, Larry Wood, Ed Thomas, Ulanda Baker, Andrew Zawacki, Rex Noble, Mark Appleyard, Julie Appleyard, Daniel Barry, Rob Dow

**4. Presentation and Consideration of the FY 2016-2017 Audit by Rowell, Craven & Short**

Ann Craven presented the FY 2016-2017 audit. She stated that Weddington is a well run town. Taxes have not been raised in several years and the collection percentage is 99.13. Kim Woods is doing a great job as Weddington's collection percentage is higher than the state average of about 97 %. The fund balance shows a conservative approach which allows the Town to take advantage of opportunities that arise like the 2017 land purchase, which increased capital assets.

Mayor Pro Tem Propst stated that she read the audit and agreed with Ms Craven's presentation.

Councilmember Buzzard asked if there were any red flags. Ms. Craven stated that there were no red flags; no issues other than the Providence Volunteer Fire Department lawsuit, but that will probably not have a negative impact on the Town.

**Motion:** Councilmember Buzzard made a motion to accept the FY 2016-2017 Audit by Rowell, Craven, and Short.  
**Vote:** The motion passed with a unanimous vote.

## 5. Public Comments

Dan Barry: 8207 Lake Providence Drive – Mr. Barry stated that he received notification from the Board of County Commissioners that a vacancy will occur as Commissioner Lance Simpson is moving to Winston Salem. According to NC General Statutes, the Union County Republican Party is required to nominate a replacement. If there is a Republican in Weddington interested in being nominated to serve on the Board of County Commissioners, contact Mr. Barry by email at chairman@uniongop.com.

## 6. Additions, Deletions and/or Adoption of the Agenda

Staff requested to move item 7.C. Approve Tilley Morris Round A Bout Reimbursement agreement with NCDOT in the Consent Agenda to item 11.C. New Business to discuss the agreement.

**Motion:** Mayor Pro Tem Propst made a motion to adopt the agenda as amended by staff.  
**Vote:** The motion passed with a unanimous vote.

## 7. Consent Agenda

**A. 2019 Deer Urban Archery Season Renewal**

**B. Call for a Public Hearing to be held Monday, April 9, 2018 at 7:00 p.m. at the Weddington Town Hall to consider Conventional Rezoning of a portion of parcel number 06177015 from R-60 to R-40**

**C. ~~Approve Tilley Morris Round A Bout Reimbursement agreement with NCDOT~~**

**Motion:** Councilmember Perryman made a motion to approve the Consent Agenda as amended.  
**Vote:** The motion passed with a unanimous vote

## 8. Approval of Minutes

**A. February 12, 2018 Town Council Regular Meeting Minutes**

**Motion:** Mayor Pro Tem Propst made a motion to approve the February 12, 2018 Town Council Regular Meeting Minutes as presented.  
**Vote:** The motion passed with a unanimous vote.

**B. February 24, 2018 Town Council Retreat Minutes**

**Motion:** Mayor Pro Tem Propst made a motion to approve the February 24, 2018 Town Council Special Meeting Retreat Minutes as presented.  
**Vote:** The motion passed with a unanimous vote.

## 9. Public Hearings and Consideration of Public Hearings

## 10. Old Business

## 11. New Business

## **A. Presentation - Arborbrook Christian Academy**

Ms. Ulunda Baker presented the intent of the Arborbrook Christian Academy to purchase property located at 5207 Weddington Road to be used as a satellite campus. It will serve a small kindergarten through 12 grade population of about 70 to 75 students with staff. The school has engaged an engineer and surveyor to do some due diligence of how the school would impact the property and surrounding neighbors. They are not planning to use buses; however they plan to add a driveway and other improvements to the property to make it more pleasant from the road.

Councilmember Buzzard asked if they had considered the widening of Highway 84 and what effect it will have on their plans. Ms. Baker responded that the engineer has looked at the proposed widening. The entrance would be impacted, but it shouldn't otherwise impact their use of the property.

Mayor Pro Tem Propst stated that initially the school planned to use the existing building and construct an additional building. She asked when that expansion was planned. Ms. Baker responded that the schools goal is to use the property for the next school year. The existing building doesn't have enough space to maximize use. Mayor Pro Tem Propst asked if the school is able to purchase this property, will they build as soon as they can. Ms. Baker responded that they would. An architect has looked at how to design it.

Councilmember Perryman noted that the school hours are Monday through Thursday from 8:30 to 3:00. He asked if it would be used during the off hours. Ms. Baker responded that there may be an occasional event or elective class held after hours, but the primary use is Monday through Thursday from 8:30 to 3:00.

Council member Buzzard stated that if the school has additional gatherings or events that can extend the 8:30 to 3:00 hours, that might change how the Council looks at the effects on the surrounding area.

Mr. Andrew Zawacki responded that any after school activities involving larger numbers will be back at Wesley Chapel campus. The existing building, Crossroads Sanctuary, seats about 100 people and isn't large enough to do more than a weekly assembly for the students. It is truly a satellite location.

Mayor Callis asked how many total students enrolled in the school. Ms. Baker responded that the school has 230 students. At this satellite campus, there will be less than 10 staff for 70-75 students.

Councilmember Perryman asked if there were any concerns from the Athletic Association. Ms. Baker reiterated that the school will not significantly impact the neighbors.

Ms. Baker stated that the Council is welcome to come and visit current campus and meet at the proposed satellite campus.

Mayor Callis stated that Ms. Thompson will set up a meeting to continue the conversation.

## **B. Review and Discussion of Preliminary Budget for Fiscal Year 2018-2019**

Ms Gaylord stated that the current draft of the preliminary operating budget is in the packets: she did the

first pass changes from the retreat and highlighted them in yellow. *(hereby submitted for the record)* The operating budget didn't change. She stated that the Town usually gets the numbers for sheriff services and taxes from the county in April.

Mayor Callis asked about the increase from the Union County Sheriff's Office. Ms. Gaylord stated that it is an estimate and the Town will get the actual number in April. The Union County Sheriff's Office bills the town at 90% of actual cost.

Ms. Gaylord noted that there are some outstanding items related to estimates for the new property. She is also pricing radar trailers. That cost is looking to be \$6,000-\$6,500 per trailer.

### **C. Discussion and Approval of Tilley Morris Round A Bout Reimbursement agreement with NCDOT**

Councilmember Buzzard wanted to confirm that the Council was in agreement with the payout schedule rather than lump sum payment. He stated that Councilmember Smith expressed some thoughts in an email and wanted to be sure that it was understood that Weddington is not a part of Powell bill program. When originally discussed with NCDOT, they made the assumption that Weddington was in the Powell Bill, which would have allowed the Town to forestall any payments until it was complete. When NCDOT found out Weddington is not on the Powell Bill, they wanted to accelerate the payment schedule. Councilmember Buzzard reiterated that Weddington is not part of the Powell Bill program

Mayor Callis asked if the payment plan would be submitted as outlined. Councilmember Buzzard stated that the Town will confirm the payment plan with NCDOT. Ms. Thompson stated that NCDOT is willing to change the agreement so that payment is due at the onset of each phase: Engineering, Right of Way Procurement, and Construction. When the agreement is redrafted, the total will not be more than \$121,000 unless there is cost overrun.

**Motion:** Councilmember Buzzard made a motion to amend the Tilley Morris Round a Bout Reimbursement Agreement with NCDOT to reflect the payment schedule as outlined by NCDOT.

**Vote:** The motion passed with a unanimous vote.

## **12. Update from Town Planner**

Ms Thompson stated that there are two transportation items: NCDOT started the design phase for the Tilley Morris Round A Bout. They will procure right of way in 2019 and plan construction to begin in 2020; and Rea road extension is in the final design phase. NCDOT has updated the design based on the traffic forecast, but there are no major changes to the alignment. They plan to procure right of way in May.

Mayor Pro Tem Propst stated that she did speak with someone from NCDOT recently, she was told that federal funds will not be available until October, and that is more likely when right of way procurement will start, and construction will begin in January 2020. That is what she was told as an affected property owner. Ms. Thompson stated that NCDOT is finishing the design of how the extension will connect in Wesley Chapel, so right of way acquisition will probably start on the western end.

Ms. Thompson stated that the Town Survey will be finished up this week and will go live within the next two weeks.

The Planning Board will discuss the Final Plats for Atherton Phase 2 Map 4 and Harlow's Crossing Phase 1 Map 2 and the Wesley Chapel Volunteer Fire Department R-CD rezoning.

**13. Code Enforcement Report** *(hereby submitted for the record)*

Ms. Thompson stated that there is an update with the Cox case. Town has received a judgment which will be good for 10 years. The Coxes will owe the Town the settlement money over the 10 years.

**14. Update from Finance Officer and Tax Collector**

Ms. Gaylord stated that the February financial statements are in the packets *(hereby submitted for the record)*. She stated that in the budget changes report, the change is simply a reclassification between line items. There was no change in total budget, just moving from one class to another.

**15. Transportation Report**

Councilmember Buzzard updated Council on the Providence Road widening. He stated that he doesn't believe any of the current discussions will impact Weddington. NCDOT and Union County are on board with the selection that Weddington made, it's just a matter now of how the other municipalities plan to work with the county. He stated that he believes the Council has made a sound decision for Weddington with regard to the sidewalks on Providence Road.

**16. Move into Closed Session Pursuant to NCGS 13-318.11 (a)(3) To Consult with Attorney on Matters Protected by the Attorney Client Privilege Relating to Providence Volunteer Fire Department versus Town of Weddington; and to Address Personnel Matters Pursuant to NCGS 143-381.11 (a)(6)**

**Motion:** Council member Perryman made a motion to go into Closed Session Pursuant to NCGS 13-318.11 (a)(3) To Consult with Attorney on Matters Protected by the Attorney Client Privilege Relating to Providence Volunteer Fire Department versus Town of Weddington; and to Address Personnel Matters Pursuant to NCGS 143-381.11 (a)(6) 7:38 JP

**Vote:** The motion passed with a unanimous vote.

The Council entered into closed session at 7:38 p.m.  
Mayor Callis called the Council back to order at 8:39 p.m.

**17. Council Comments**

No Comments

**18. Adjournment**

**Motion:** Councilmember Perryman made a motion to adjourn the March 12, 2018 Regular

**Vote:** Town Council Meeting at 8:39 p.m.  
The motion passed with a unanimous vote.

Adopted: 9 April 2018

  
Elizabeth Callis, Mayor

  
Karen Dewey, Clerk

## **WEDDINGTON CODE ENFORCEMENT REPORT**

**February, 2018**

**1. 404 Cottonfield Cir., James & Shannon Cox**

- 2/28/18—Legal action successful. Illegal use to discontinue.

**2. 4005 Ambassador Ct., Inez B. McRae Trust**

- “In Rem” repairs to secure and close this building were performed in 2015. Lien for cost of these repairs recorded with Union County Register of Deeds in amount of \$7000.00.
- 5/31/17—Deterioration continues
- 2/28/18—Deterioration continues, building still vacant and closed.

**3. 4716 Weddington Matthews Rd.**

- Existing residence under remodel/expansion. New owner has permit, but needs to acquire permit for 2<sup>nd</sup> story expansion for Union County
- 6/30/17---Per owner, he will use this as his residence only. Will continue to monitor.
- 7/31/17—Dumpsters (5) on property. Owner instructed to remove them.
- 8/31/17—All dumpsters except 1 removed. Additional permit issued for 2<sup>nd</sup> living unit and meter attached at rear of house.
- 2/28/18—Monitoring; work progressing, slowly.

**4. 2056 Meadow Run Dr.**

- Utility building w/out permit and possible side yard encroachment; letter sent to owner
- 12/31/17--Permit obtained for building.
- 2/28/18—Side yard setback needs measured

**5. 4915 Beulah Church Rd.**

- Junk vehicles, old camper, old lawn mower and piles of limbs in yard; sent owner letter on 1/30/18. (town does not have over grown lot or cleanliness of land ordinance but am trying to use broad standards of zoning ordinance to get some clean up). No response from owner.

**6. 325 Gatewood Ln.**

- 2 junk vehicles at street in front of house. Tagged both vehicles and have sent property owner notice to remove vehicles.



FY 2017-2018

TOWN OF WEDDINGTON  
BUDGET CHANGES REPORT

DATES: 07/01/2017 TO 06/30/2018

<u>REFERENCE</u>	<u>CHANGE NUMBER</u>	<u>DATE</u>	<u>INITIALS</u>	<u>ORIGINAL BUDGET</u>	<u>BUDGET CHANGE</u>	<u>AMENDED BUDGET</u>
10-4110-127 FIRE DEPARTMENT BLDG/MAINTENANCE						
RCLS TO LITIGATION	2132	02/28/2018	LG	10,000.00	-5,000.00	5,000.00
10-4110-192 ATTORNEY FEES - GENERAL						
RCLS TO LITIGATION	2133	02/28/2018	LG	90,000.00	-5,000.00	85,000.00
10-4110-193 ATTORNEY FEES - LITIGATION						
RCLS FROM GENERAL & INFRASTRUC	2134	02/28/2018	LG	100,000.00	35,000.00	135,000.00
10-4110-340 PUBLICATIONS						
RCLS TO LITIGATION	2135	02/28/2018	LG	12,000.00	-3,000.00	9,000.00
10-4110-341 WEDDINGTON FESTIVAL						
RCLS TO LITIGATION	2136	02/28/2018	LG	7,000.00	-7,000.00	0.00
10-4120-193 CONTRACT LABOR						
RCLS FROM CONSULTING	2138	02/28/2018	LG	0.00	9,000.00	9,000.00
10-4120-354 REPAIRS & MAINTENANCE - GROUNDS						
RCLS FROM CAPITAL EXPENDITURE	2140	02/28/2018	LG	58,250.00	35,000.00	93,250.00
10-4120-500 CAPITAL EXPENDITURES						
RCLS TO GROUNDS MAINT	2141	02/28/2018	LG	35,000.00	-35,000.00	0.00
10-4130-193 CONSULTING						
RCLS TO CONTRACT LABOR	2139	02/28/2018	LG	41,000.00	-9,000.00	32,000.00
10-4130-220 INFRASTRUCTURE						
RCLS TO LITIGATION	2137	02/28/2018	LG	160,000.00	-15,000.00	145,000.00
					<u>0.00</u>	

# TOWN OF WEDDINGTON BALANCE SHEET

Agenda Item  
14.A.2.

FY 2017-2018

PERIOD ENDING: 02/28/2018

10

## ASSETS

### ASSETS

10-1120-000	TRINITY CHECKING ACCOUNT	1,175,184.66
10-1120-001	TRINITY MONEY MARKET	1,117,322.42
10-1170-000	NC CASH MGMT TRUST	536,099.98
10-1211-001	A/R PROPERTY TAX	25,320.93
10-1212-001	A/R PROPERTY TAX - 1ST YEAR PRIOR	8,068.76
10-1212-002	A/R PROPERTY TAX - NEXT 8 PRIOR YRS	9,980.95
10-1232-000	SALES TAX RECEIVABLE	2,509.31
10-1610-001	FIXED ASSETS - LAND & BUILDINGS	2,346,268.11
10-1610-002	FIXED ASSETS - FURNITURE & FIXTURES	20,583.08
10-1610-003	FIXED ASSETS - EQUIPMENT	118,306.60
10-1610-004	FIXED ASSETS - INFRASTRUCTURE	26,851.01
TOTAL ASSETS		5,386,495.81

## LIABILITIES & EQUITY

### LIABILITIES

10-2120-000	BOND DEPOSIT PAYABLE	75,002.25
10-2620-000	DEFERRED REVENUE - DELQ TAXES	8,068.76
10-2625-000	DEFERRED REVENUE - CURR YR TAX	25,320.93
10-2630-000	DEFERRED REVENUE-NEXT 8	9,980.95
TOTAL LIABILITIES		118,372.89

### EQUITY

10-2620-001	FUND BALANCE - UNASSIGNED	2,199,653.14
10-2620-003	FUND BALANCE-ASSIGNED	249,500.00
10-2620-004	FUND BALANCE-INVEST IN FIXED ASSETS	2,512,011.00
CURRENT FUND BALANCE - YTD NET REV		306,958.78
TOTAL EQUITY		5,268,122.92
TOTAL LIABILITIES & FUND EQUITY		5,386,495.81

## TOWN OF WEDDINGTON

Agenda Item  
14.A.3.

## REVENUE &amp; EXPENDITURE STATEMENT BY DEPARTMENT

FY 2017-2018

02/01/2018 TO 02/28/2018

	<u>CURRENT PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>BUDGETED</u>	<u>% BUDGET REM</u>
REVENUE:				
10-3101-110 AD VALOREM TAX -	26,256.63	1,037,343.49	1,025,000.00	-1
10-3102-110 AD VALOREM TAX - 1ST	396.40	1,964.80	3,000.00	35
10-3103-110 AD VALOREM TAX - NEXT 8	-111.95	-13.56	1,000.00	101
10-3110-121 AD VALOREM TAX -	14,954.53	56,468.76	89,000.00	37
10-3115-180 TAX INTEREST	687.85	1,379.03	2,250.00	39
10-3231-220 LOCAL OPTION SALES TAX	30,291.31	174,059.99	320,000.00	46
10-3322-220 BEER & WINE TAX	0.00	0.00	45,000.00	100
10-3324-220 UTILITY FRANCHISE TAX	0.00	228,599.09	460,000.00	50
10-3340-400 ZONING & PERMIT FEES	5,352.50	32,737.50	35,000.00	6
10-3350-400 SUBDIVISION FEES	7,590.00	19,965.00	40,000.00	50
10-3830-891 MISCELLANEOUS REVENUES	50.00	1,487.66	1,000.00	-49
10-3831-491 INVESTMENT INCOME	0.00	4,702.28	5,000.00	6
TOTAL REVENUE	85,467.27	1,558,694.04	2,026,250.00	23
AFTER TRANSFERS	85,467.27	1,558,694.04	2,026,250.00	
<b>4110 GENERAL GOVERNMENT</b>				
EXPENDITURE:				
10-4110-126 FIRE DEPT SUBSIDIES	61,088.00	488,704.00	737,560.00	34
10-4110-127 FIRE DEPARTMENT	0.00	65.00	5,000.00	99
10-4110-128 POLICE PROTECTION	0.00	198,130.50	264,175.00	25
10-4110-192 ATTORNEY FEES - GENERAL	26,299.43	60,131.00	85,000.00	29
10-4110-193 ATTORNEY FEES -	69,287.93	136,943.24	135,000.00	-1
10-4110-195 ELECTION EXPENSE	0.00	9,899.29	10,000.00	1
10-4110-340 PUBLICATIONS	0.00	2,914.98	9,000.00	68
10-4110-342 HOLIDAY/TREE LIGHTING	0.00	7,874.99	6,500.00	-21
10-4110-343 SPRING EVENT	0.00	0.00	3,750.00	100
10-4110-344 OTHER COMMUNITY EVENTS	0.00	61.20	1,000.00	94
10-4110-495 COMMITTEE & OUTSIDE	0.00	0.00	1,500.00	100
TOTAL EXPENDITURE	156,675.36	904,724.20	1,258,485.00	28
BEFORE TRANSFERS	-156,675.36	-904,724.20	-1,258,485.00	
AFTER TRANSFERS	-156,675.36	-904,724.20	-1,258,485.00	
<b>4120 ADMINISTRATIVE</b>				
EXPENDITURE:				
10-4120-121 SALARIES - CLERK	2,226.00	14,623.88	22,000.00	34
10-4120-123 SALARIES - TAX COLLECTOR	3,327.41	28,767.08	47,250.00	39
10-4120-124 SALARIES - FINANCE OFFICER	1,572.00	7,006.56	14,500.00	52
10-4120-125 SALARIES - MAYOR &	2,100.00	16,800.00	25,200.00	33
10-4120-181 FICA EXPENSE	705.69	5,140.13	8,500.00	40
10-4120-182 EMPLOYEE RETIREMENT	756.67	5,615.14	10,930.00	49
10-4120-183 EMPLOYEE INSURANCE	1,014.50	8,117.50	12,780.00	36

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**TOWN OF WEDDINGTON**  
**REVENUE & EXPENDITURE STATEMENT BY DEPARTMENT**

FY 2017-2018

02/01/2018 TO 02/28/2018

	<u>CURRENT PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>BUDGETED</u>	<u>% BUDGET REM</u>
10-4120-184 EMPLOYEE LIFE INSURANCE	12.60	100.80	175.00	42
10-4120-185 EMPLOYEE S-T DISABILITY	12.00	96.00	175.00	45
10-4120-191 AUDIT FEES	0.00	8,300.00	8,750.00	5
10-4120-193 CONTRACT LABOR	0.00	4,650.00	9,000.00	48
10-4120-200 OFFICE SUPPLIES - ADMIN	184.90	4,153.54	10,000.00	58
10-4120-210 PLANNING CONFERENCE	0.00	0.00	1,500.00	100
10-4120-321 TELEPHONE - ADMIN	168.11	1,148.14	3,500.00	67
10-4120-325 POSTAGE - ADMIN	0.00	900.00	2,000.00	55
10-4120-331 UTILITIES - ADMIN	487.18	3,516.43	4,725.00	26
10-4120-351 REPAIRS & MAINTENANCE -	0.00	500.00	37,500.00	99
10-4120-352 REPAIRS & MAINTENANCE	3,709.20	48,606.53	60,000.00	19
10-4120-354 REPAIRS & MAINTENANCE	9,100.00	36,505.50	93,250.00	61
10-4120-355 REPAIRS & MAINTENANCE	0.00	666.80	1,000.00	33
10-4120-356 REPAIRS & MAINTENANCE	500.00	3,380.00	6,000.00	44
10-4120-370 ADVERTISING - ADMIN	32.30	223.63	1,000.00	78
10-4120-397 TAX LISTING & TAX	-14.35	-405.66	250.00	262
10-4120-400 ADMINISTRATIVE:TRAINING	0.00	3,102.50	4,000.00	22
10-4120-410 ADMINISTRATIVE:TRAVEL	1,405.10	3,642.17	5,000.00	27
10-4120-450 INSURANCE	0.00	13,261.75	15,750.00	16
10-4120-491 DUES & SUBSCRIPTIONS	50.00	14,516.97	16,000.00	9
10-4120-498 GIFTS & AWARDS	60.50	400.62	3,000.00	87
10-4120-499 MISCELLANEOUS	654.58	5,416.24	5,000.00	-8
TOTAL EXPENDITURE	28,064.39	238,752.25	428,735.00	44
BEFORE TRANSFERS	-28,064.39	-238,752.25	-428,735.00	
AFTER TRANSFERS	-28,064.39	-238,752.25	-428,735.00	

**4130 PLANNING & ZONING**

**EXPENDITURE:**

10-4130-121 SALARIES - ZONING	5,833.34	47,685.09	71,500.00	33
10-4130-122 SALARIES - ASST ZONING	251.94	530.40	2,950.00	82
10-4130-123 SALARIES -	1,274.63	10,117.70	17,000.00	40
10-4130-124 SALARIES - PLANNING	475.00	3,200.00	5,200.00	38
10-4130-125 SALARIES - SIGN REMOVAL	222.74	2,040.47	3,500.00	42
10-4130-181 FICA EXPENSE - P&Z	614.18	4,845.60	7,750.00	37
10-4130-182 EMPLOYEE RETIREMENT -	911.76	7,285.62	11,200.00	35
10-4130-183 EMPLOYEE INSURANCE	1,014.50	8,114.50	12,780.00	37
10-4130-184 EMPLOYEE LIFE INSURANCE	19.60	156.80	250.00	37
10-4130-185 EMPLOYEE S-T DISABILITY	12.00	96.00	175.00	45
10-4130-193 CONSULTING	3,606.60	8,780.35	32,000.00	73
10-4130-194 CONSULTING - COG	0.00	5,961.25	10,000.00	40
10-4130-200 OFFICE SUPPLIES -	108.38	3,284.70	5,000.00	34
10-4130-201 ZONING SPECIFIC OFFICE	0.00	0.00	2,500.00	100
10-4130-215 HISTORIC PRESERVATION	0.00	73.08	1,000.00	93
10-4130-220 INFRASTRUCTURE	0.00	0.00	145,000.00	100

TOWN OF WEDDINGTON  
REVENUE & EXPENDITURE STATEMENT BY DEPARTMENT

FY 2017-2018

02/01/2018 TO 02/28/2018

	<u>CURRENT PERIOD</u>	<u>YEAR-TO-DATE</u>	<u>BUDGETED</u>	<u>% BUDGET REM</u>
10-4130-321 TELEPHONE - PLANNING &	168.12	1,338.28	3,500.00	62
10-4130-325 POSTAGE - PLANNING &	0.00	900.00	2,000.00	55
10-4130-331 UTILITIES - PLANNING &	487.20	3,625.33	4,725.00	23
10-4130-370 ADVERTISING - PLANNING	32.30	223.64	1,000.00	78
TOTAL EXPENDITURE	<u>15,032.29</u>	<u>108,258.81</u>	<u>339,030.00</u>	<u>68</u>
BEFORE TRANSFERS	<u>-15,032.29</u>	<u>-108,258.81</u>	<u>-339,030.00</u>	
AFTER TRANSFERS	<u>-15,032.29</u>	<u>-108,258.81</u>	<u>-339,030.00</u>	
GRAND TOTAL	<u>-114,304.77</u>	<u>306,958.78</u>	<u>0.00</u>	

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# TOWN OF WEDDINGTON

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## MEMORANDUM

**TO:** Mayor and Town Council

**FROM:** Kim Woods, Tax Collector

**DATE:** March 12, 2018

**SUBJECT:** Monthly Report –February 2018

<b>Transactions:</b>	
Refunds	\$1375.50
Penalty and Interest Payments	\$(693.31)
Interest Charges	\$381.56
Adjustments Under 5.00	\$(102.96)
Overpayments	\$(6.00)
Balance Adjustments	\$(125.50)
<b>Taxes Collected:</b>	
2016	\$(396.40)
2017	\$(27307.49)
<b>As of February 28 2018; the following taxes remain Outstanding:</b>	
2007	\$83.43
2008	\$808.16
2009	\$598.83
2010	\$575.29
2011	\$100.56
2012	\$921.46
2013	\$1616.59
2014	\$2272.12
2015	\$3004.51
2016	\$8068.76
2017	\$25320.93
<b>Total Outstanding:</b>	<b>\$43370.64</b>

**TOWN OF WEDDINGTON  
ESTIMATED TOWN OPERATING BUDGET  
FY2019**

	FY2017 ACTUAL	FY2018 AMENDED BUDGET	ACTUAL AS OF 2/28/18	PROJECTED 6/30/2018	PRELIMINARY OPERATING BUDGET FY2019
<b>REVENUE:</b>					
10-3101-110 AD VALOREM TAX - CURRENT	1,016,025.07	1,025,000.00	1,037,343.49	1,035,000.00	1,065,000.00
10-3102-110 AD VALOREM TAX - 1ST PRIOR YR	2,836.76	3,000.00	1,964.80	3,250.00	3,000.00
10-3103-110 AD VALOREM TAX - NEXT 8 YRS PRIOR	2,865.32	1,000.00	-13.56	1,000.00	1,000.00
10-3110-121 AD VALOREM TAX - MOTOR VEH CURRENT	87,715.45	89,000.00	56,468.76	90,500.00	92,500.00
10-3115-180 TAX INTEREST	3,381.50	2,250.00	1,379.03	2,250.00	2,250.00
10-3231-220 LOCAL OPTION SALES TAX REV - ART 39	326,988.99	320,000.00	174,059.99	336,250.00	335,000.00
10-3322-220 BEER & WINE TAX	46,728.11	45,000.00	0.00	45,000.00	45,000.00
10-3324-220 UTILITY FRANCHISE TAX	459,898.01	460,000.00	228,599.09	457,500.00	460,000.00
10-3340-400 ZONING & PERMIT FEES	42,813.00	35,000.00	32,737.50	35,000.00	10,000.00
10-3350-400 SUBDIVISION FEES	44,180.00	40,000.00	19,965.00	40,000.00	
10-3830-891 MISCELLANEOUS REVENUES	36,457.24	1,000.00	1,487.66	1,750.00	1,000.00
10-3831-491 INVESTMENT INCOME	6,760.40	5,000.00	4,702.28	9,500.00	7,500.00
<b>TOTAL REVENUE</b>	<b>2,076,649.85</b>	<b>2,026,250.00</b>	<b>1,558,694.04</b>	<b>2,057,000.00</b>	<b>2,022,250.00</b>
<b>GENERAL GOVERNMENT EXPENDITURE:</b>					
10-4110-126 FIRE DEPT SUBSIDIES	711,710.04	737,560.00	488,704.00	737,560.00	737,560.00
10-4110-127 FIRE DEPT CAPITAL/BLDG MAINTENANCE	65.00	5,000.00	65.00	1,000.00	
10-4110-128 POLICE PROTECTION	257,001.00	264,175.00	198,130.50	264,175.00	264,175.00
10-4110-192 ATTORNEY FEES - GENERAL	68,132.05	85,000.00	60,131.00	85,000.00	60,000.00
10-4110-193 ATTORNEY FEES - LITIGATION	15,560.14	135,000.00	136,943.24	135,000.00	
10-4110-195 ELECTION EXPENSE	0.00	10,000.00	9,899.29	10,000.00	3,500.00
10-4110-340 PUBLICATIONS	5,075.46	9,000.00	2,914.98	9,300.00	12,000.00
10-4110-341 WEDDINGTON FESTIVAL	(3,868.02)	0.00	0.00	0.00	
10-4110-342 HOLIDAY/TREE LIGHTING	4,265.38	6,500.00	7,874.99	8,000.00	
10-4110-343 SPRING EVENT	0.00	3,750.00	0.00	3,750.00	
10-4110-344 OTHER COMMUNITY EVENTS	1,524.73	1,000.00	61.20	1,000.00	
10-4110-495 PUBLIC SAFETY	0.00	1,500.00	0.00	1,000.00	
<b>TOTAL GENERAL GOVT EXPENDITURE</b>	<b>1,059,465.78</b>	<b>1,258,485.00</b>	<b>904,724.20</b>	<b>1,255,785.00</b>	<b>1,077,235.00</b>
<b>ADMINISTRATIVE EXPENDITURE:</b>					
10-4120-121 SALARIES - CLERK	53,659.81	22,000.00	14,623.88	22,000.00	22,500.00
10-4120-123 SALARIES - TAX COLLECTOR	43,399.50	47,250.00	28,767.08	45,000.00	48,500.00
10-4120-124 SALARIES - FINANCE OFFICER	19,319.28	14,500.00	7,006.56	12,000.00	12,500.00
10-4120-125 SALARIES - MAYOR & TOWN COUNCIL	25,200.00	25,200.00	16,800.00	25,200.00	25,200.00
10-4120-181 FICA EXPENSE	10,830.02	8,500.00	5,140.13	7,975.00	8,500.00
10-4120-182 EMPLOYEE RETIREMENT	13,211.26	10,930.00	5,615.14	10,275.00	8,250.00
10-4120-183 EMPLOYEE INSURANCE	17,162.96	12,780.00	8,117.50	12,375.00	12,750.00
10-4120-184 EMPLOYEE LIFE INSURANCE	259.84	175.00	100.80	150.00	175.00
10-4120-185 EMPLOYEE S-T DISABILITY	192.00	175.00	96.00	150.00	175.00
10-4120-191 AUDIT FEES	8,300.00	8,750.00	8,300.00	8,300.00	8,750.00
10-4120-193 CONTRACT LABOR	31,924.97	9,000.00	4,650.00	9,000.00	
10-4120-200 OFFICE SUPPLIES - ADMIN	8,895.03	10,000.00	4,153.54	10,000.00	7,500.00
10-4120-210 PLANNING CONFERENCE	512.16	1,500.00	0.00	750.00	500.00
10-4120-321 TELEPHONE - ADMIN	2,465.33	3,500.00	1,148.14	2,500.00	3,000.00
10-4120-325 POSTAGE - ADMIN	1,751.76	2,000.00	900.00	2,000.00	2,000.00
10-4120-331 UTILITIES - ADMIN	4,578.05	4,725.00	3,516.43	6,050.00	6,000.00
10-4120-351 REPAIRS & MAINTENANCE - BUILDING	27,318.00	37,500.00	500.00	37,500.00	7,500.00

**TOWN OF WEDDINGTON  
ESTIMATED TOWN OPERATING BUDGET  
FY2019**

	FY2017 ACTUAL	FY2018 AMENDED BUDGET	ACTUAL AS OF 2/28/18	PROJECTED 6/30/2018	PRELIMINARY OPERATING BUDGET FY2019
10-4120-352 REPAIRS & MAINTENANCE - EQUIPMENT	56,313.76	60,000.00	48,606.53	62,650.00	65,000.00
10-4120-354 REPAIRS & MAINTENANCE - GROUNDS	53,632.85	93,250.00	36,505.50	92,000.00	40,000.00
10-4120-355 REPAIRS & MAINTENANCE - PEST CONTRL	1,410.00	1,000.00	668.80	775.00	1,500.00
10-4120-356 REPAIRS & MAINTENANCE - CUSTODIAL	5,460.00	6,000.00	3,380.00	5,800.00	6,000.00
10-4120-500 CAPITAL EXPENDITURES	593,250.00				
10-4120-370 ADVERTISING - ADMIN	777.44	1,000.00	223.63	750.00	1,000.00
10-4120-397 TAX LISTING & TAX COLLECTION FEES	-404.03	250.00	(405.66)	0.00	250.00
10-4120-400 ADMINISTRATIVE TRAINING	1,851.50	4,000.00	3,102.50	4,000.00	4,000.00
10-4120-410 ADMINISTRATIVE TRAVEL	5,572.60	5,000.00	3,642.17	5,000.00	5,000.00
10-4120-450 INSURANCE	13,533.28	15,750.00	13,261.75	14,000.00	15,000.00
10-4120-491 DUES & SUBSCRIPTIONS	18,520.92	16,000.00	14,516.97	18,475.00	19,500.00
10-4120-498 GIFTS & AWARDS	1,102.81	3,000.00	400.62	2,000.00	3,000.00
10-4120-499 MISCELLANEOUS	7,388.41	5,000.00	5,416.24	7,450.00	8,000.00
TOTAL ADMINISTRATIVE EXPENSE	1,027,389.51	428,735.00	238,752.25	424,125.00	342,049.99
PLANNING & ZONING EXPENDITURE:					
10-4130-121 SALARIES - PLANNER/ADMINISTRATOR	50,036.04	71,500.00	47,685.09	71,500.00	70,000.00
10-4130-122 SALARIES - ASST ZONING ADMINISTRATOR	4,019.18	2,950.00	530.40	1,000.00	2,500.00
10-4130-123 SALARIES - ADMINISTRATIVE ASSISTANT	15,985.32	17,000.00	10,117.70	15,250.00	16,750.00
10-4130-124 SALARIES - PLANNING BOARD	4,850.00	5,200.00	3,200.00	5,000.00	5,200.00
10-4130-125 SALARIES - SIGN REMOVAL	2,923.48	3,500.00	2,040.47	3,500.00	4,000.00
10-4130-181 FICA EXPENSE - P&Z	5,938.14	7,750.00	4,845.60	7,350.01	7,500.00
10-4130-182 EMPLOYEE RETIREMENT - P&Z	9,330.41	11,200.00	7,285.62	13,300.00	12,000.00
10-4130-183 EMPLOYEE INSURANCE - P&Z	14,206.00	12,780.00	8,114.50	12,165.00	12,750.00
10-4130-184 EMPLOYEE LIFE INSURANCE - P&Z	192.64	250.00	156.80	250.00	250.00
10-4130-185 EMPLOYEE S-T DISABILITY - P&Z	84.00	175.00	96.00	150.00	175.00
10-4130-193 CONSULTING	16,066.23	32,000.00	8,780.35	29,175.00	18,000.00
10-4130-194 CONSULTING - COG	4,405.00	10,000.00	5,961.25	8,000.00	5,000.00
10-4130-200 OFFICE SUPPLIES - PLANNING & ZONING	8,422.80	5,000.00	3,284.70	5,000.00	2,500.00
10-4130-201 ZONING SPECIFIC OFFICE SUPPLIES	0.00	2,500.00	0.00	1,000.00	
10-4130-215 HISTORIC PRESERVATION	249.46	1,000.00	73.08	250.00	
10-4130-220 INFRASTRUCTURE	0.00	145,000.00	0.00	121,000.00	
10-4130-321 TELEPHONE - PLANNING & ZONING	2,465.47	3,500.00	1,338.28	2,500.00	3,000.00
10-4130-325 POSTAGE - PLANNING & ZONING	1,706.67	2,000.00	900.00	2,000.00	2,000.00
10-4130-331 UTILITIES - PLANNING & ZONING	4,623.30	4,725.00	3,625.33	6,050.00	6,000.00
10-4130-370 ADVERTISING - PLANNING & ZONING	735.82	1,000.00	223.64	750.00	1,000.00
TOTAL PLANNING EXPENSE	146,239.96	339,030.00	168,258.81	305,190.00	168,625.00
TOTAL EXPENDITURES	2,233,095.25	2,026,250.00	1,251,735.26	1,985,100.00	1,587,909.99
NET OPERATING REVENUES/(EXPENDITURES)	(156,445.40)	0.00	306,958.78	71,899.99	434,340.01

1 cent tax = approximately \$195,000



**TOWN OF WEDDINGTON  
NON-OPERATING EXPENDITURES**

		PROPOSED FY2019	APPROVED FY2018
<b>ESTIMATED OPERATING REVENUES</b>		<u>434,340.01</u>	
<u>Proposed non-recurring revenues</u>			
Zoning & Permit Fees		25,000.00	25,000.00
Subdivision Fees			
Currently in discussions			
Future unidentified		40,000.00	40,000.00
<b>TOTAL ADJUSTED OPERATING REVENUES</b>		<u>499,340.01</u>	
<u>Proposed non-operating expenditures to be funded</u>			
WCVFD	Fire service contract increase based on estimated ad valorem increase (3%)	22,000.00	21,346.00
	Audit	4,500.00	4,500.00
	Building maintenance	2,500.00	10,000.00
Police	Estimated Increase in contract price (estimated at 3% actual for FY18)	7,925.00	7,175.00
Public Safety	New radar trailer		1,500.00
Attorney	Litigation	50,000.00	100,000.00
	New attorney estimated annual general rep +/- \$5k/mth		
Parks & Rec	Spring Event (B30Shredding)	350.00	750.00
	Festival -- upfront money		3,500.00
	Festival -- net		3,500.00
	Historic committee	1,000.00	1,000.00
	Tree lighting/Christmas cards & decorations	7,500.00	6,500.00
	Litter sweeps	250.00	250.00
	Deputies (Food Truck Fridays)	500.00	650.00
	Contract labor (i.e. patriotic banner installation, photographer, etc.)	2,000.00	100.00
	Food trucks	4,500.00	3,000.00
Office supplies	lpads/laptops/etc	2,500.00	2,500.00
Grounds maintenance	Landscape upgrades/medians/roundabout		35,000.00
	Winter maintenance & mulching (every other year)		15,000.00
	Contract adjustments (auto renew contract will expire 6/30/19)		750.00
	New property - bushhog	3,500.00	3,105.00
Building Maintenance	Renovations		30,000.00
	Electrical repairs		
	Interior painting		
	Eagle Scout project		
Technology	IT service contract (expires 8/31/18)	10,000.00	
Consulting/	Code Enforcement contract	8,000.00	7,815.00
Contract Labor	Code Enforcement (funds for remedies)	3,500.00	2,185.00
	Planning Conference/Retreat mediator		1,500.00
	Survey		8,500.00
	USI Inspection	20,000.00	35,000.00
	Misc projects	5,000.00	
	R-CD consultant		
Salary adj	COLA/Merit/Bonus/Taxes/Benefits - (3%)	6,375.00	5,125.74
	Part-time clerk (20 hrs/week @ \$21/hr)		21,850.00
	Part-time administrative assistant (19 hrs/week @ \$16.5/hr)		16,800.00
	New hire payroll expenses		6,500.00
	Retirement benefits	2,587.50	
	Family medical insurance	2,950.00	
Capital Exp	Real property		
Infrastructure	Rea Road cost share reserve	140,000.00	40,000.00
	Cost participation for DOT projects	50,000.00	
	Tilley-Morris roundabout		120,000.00
<b>Total cost of non-operating expenditures</b>		<u>357,437.50</u>	
<b>FUND BALANCE ASSIGNMENTS</b>			
Capital Projects			
	Town Hall -- Buildings	\$45,000	\$45,000
	Town Hall -- Sidewalks	\$18,000	\$15,000
Infrastructure			
	Rea Road Improvements	\$35,000	\$100,000
	Other	\$65,000	\$89,500