

AGENDA

Regular Meeting of the Sawmills Town Council Sawmills Town Hall

**Tuesday, May 15, 2018
6:00 pm**

- | | | |
|-----|--|----------------------|
| 1. | Call To Order | Mayor Johnnie Greene |
| 2. | Invocation | |
| 3. | Pledge of Allegiance | Mayor Johnnie Greene |
| 4. | Adopt Agenda | Mayor Johnnie Greene |
| 5. | Approve Meeting Minutes | |
| | A. April 17, 2018 Regular Meeting Minutes | Mayor Johnnie Greene |
| | B. April 17, 2018 Closed Session Minutes | Mayor Johnnie Greene |
| | C. April 30, 2018 Special Meeting Minutes | Mayor Johnnie Greene |
| | D. May 3, 2018 Budget Meeting Minutes | Mayor Johnnie Greene |
| 6. | Public Comment | Mayor Johnnie Greene |
| 7. | Recognitions: | |
| | A. Recycle Rewards | Mayor Johnnie Greene |
| 8. | Financial: | |
| | A. Presentation of FY 2018-2019 Budget and Call for Public Hearing | Mayor Johnnie Greene |
| | B. WPCOG Planner/Code Enforcement Officer Agreement | Mayor Johnnie Greene |
| | C. Budget Ordinance Amendment | Mayor Johnnie Greene |
| 9. | Planning Matters: | |
| | A. Board of Adjustment Member Appointments | Mayor Johnnie Greene |
| 10. | Public Comment | Mayor Johnnie Greene |
| 11. | Updates: | |
| | A. Code Enforcement Report | Mayor Johnnie Greene |
| | B. Council Comment | Mayor Johnnie Greene |
| 12. | Adjourn | Mayor Johnnie Greene |

**TUESDAY, APRIL 17, 2018
TOWN OF SAWMILLS REGULAR COUNCIL MEETING
6:00 PM**

COUNCIL PRESENT

Mayor Johnnie Greene
Clay Wilson
Keith Warren
Jeff Wilson
Rebecca Johnson
Joe Norman

STAFF PRESENT

Christopher Todd
Terry Taylor
Julie A Good

CALL TO ORDER: Mayor Johnnie Greene called the meeting to order.

INVOCATION: Pastor Devin Severt gave the invocation.

PLEDGE OF ALLEGIANCE: Mayor Johnnie Greene led the Pledge of Allegiance.

ADOPT AGENDA: Mayor Johnnie Greene asked for a motion to adopt the April 17, 2018 Agenda.

Keith Warren made a motion, and Joe Norman seconded, to adopt the April 17, 2018 Agenda. All were in favor.

APPROVE MARCH 20, 2018 REGULAR MEETING MINUTES: Mayor Johnnie Greene asked for a motion to approve the March 20, 2018 regular meeting minutes.

Keith Warren made a motion, and Rebecca Johnson seconded, to approve the March 20, 2018 regular meeting minutes. All were in favor.

PUBLIC COMMENT: Mayor Johnnie Greene asked if anyone had any questions or comments at this time.

Sawmills Volunteer Fire and Rescue Chief Kyle Clontz presented the Town with a letter from OSFM, NC Department of Insurance thanking the Town, Chief Clontz and others for help with the recent ISO survey for the Sawmills Volunteer Fire and Rescue. The Sawmills Volunteer Fire and Rescue received a rating of 4.

Chief Clontz also wanted to personally thank Public Works Supervisor, Ronnie Coffey, and

all Public Works staff for all their help during the process.

RECOGNITIONS:

RECYCLE REWARDS WINNER: Mayor Johnnie Greene announced Mr. Edgar Miller as the April Recycle Rewards winner. A credit of thirty-two dollars (\$32.00) will be added to his sanitation bill.

No Council action was required.

FINANCIAL:

BAD DEBT WRITE OFF: Mayor Johnnie Greene stated that the Town had a list of 2014 accounts that have gone unpaid for Utility and Sanitation services. The Town does not expect to collect payment for these accounts and recommends that Council approve the write off of the accounts. The total amount of these accounts is five thousand four hundred seventy-one dollars and seventy-nine cents (\$5,471.79). Mayor Johnnie Greene also advised Council that included in the list are twenty-one (21) accounts the Town has submitted to the NC Debt Setoff Program for Collection. Mayor Johnnie Greene stated the Town had recovered five thousand five hundred twenty-eight dollars and thirty-five cents (\$5,528.35) from previous years. There are sufficient funds in the budget to cover this.

Clay Wilson made a motion, and Joe Norman seconded, to approve staff to write off the 2014 list of bad debts accounts in the amount of five thousand four hundred seventy-one dollars and seventy-nine cents (\$5,471.79). All were in favor.

SAWMILLS ELEMENTARY SCHOOL PTA DONATION REQUEST: Mayor Johnny Greene stated that the Sawmills Elementary School PTA had requested a donation in the amount of two hundred dollars (\$200.00).

Keith Warren made a motion, and Rebecca Johnson seconded, to give a donation in the amount of two hundred dollars (\$200.00) to the Sawmills Elementary School PTA. All were in favor.

SAWMILLS ELEMENTARY SCHOOL DONATION REQUEST: Mayor Johnny Greene stated that the Sawmills Elementary School had requested a donation in the amount of five hundred dollars (\$500.00).

Rebecca Johnson made a motion, and Keith Warren seconded, to give a donation in the amount of two hundred dollars (\$200.00) to the Sawmills Elementary School. All were in favor.

DISCUSSION:

MEMORIAL DAY CEREMONY: Town Administrator Christopher Todd stated that in the past the Town has held a Memorial Day Ceremony and fireworks show on Memorial Day, the last Monday in May. It has been proposed to move this ceremony to the Friday before Memorial Day to better accommodate those in the community who must attend work and school the following day. It is the hope of staff that by moving the ceremony to Friday, it will allow for a more diverse crowd to participate in the event and pay their respects to those who have given their lives in the service of our country.

Joe Norman made a motion, and Jeff Wilson seconded, to move the Memorial Day Ceremony and fireworks show to the Friday before Memorial Day. All were in favor.

PUBLIC COMMENT:

No one wished to speak.

UPDATES:

APRIL CODE ENFORCEMENT REPORT: Town Planner Becca Bleich stated that there are eight (8) code enforcement cases open:

- Teresa Annas Compton is the owner of a dilapidated house located at 4476 Sawmills School Road. The Town can move forward with contracting out abatement efforts (demo and removal) and require reimbursement in the form of a lien on the property;
- Carolyn Bray/Robyn Brittan, owner of 2570 Baker Cir. Abandoned mobile home. Town Planner Becca Bleich stated in order to move forward a final Notice of Violation packet from the Town Attorney's office to set a hearing date will be needed before the Town can contract out the abatement efforts (demo and removal) and require reimbursement in the form of a lien on the property;
- John "Jody" McRary and neighbors, Jody Drive. Outdoor storage/junk vehicles in ROW/freight container. This is a non-conforming use, Impressive Auto, encroaching on neighborhood and blocking street for Fire & Rescue/Trash Pick-up. Town Planner Becca Bleich stated that she believes that Town Administrator Christopher Todd and Mr. McRary have agreed on a place for relocating the shipping container. The Town has determined which transport service will be utilized. Town Administrator Christopher Todd will have timeframe for the relocation;
- Jose Montes, owner 4321 Cherokee Court. High grass/junk vehicles. Town Planner Becca Bleich stated that she spot checked property on April 4, 2018. There was one car in the cul-de-sac. Still no proper driveway has ever been installed. Town Planner Becca Bleich stated that a letter was sent on April 4, 2018, giving the owner thirty (30) days to install a driveway;

- Janice Griffin, Trustee of Iona Griffin, 2148 Oaktree Ln. Abandoned, partially burned apartment building. Town Planner Becca Bleich stated that the former Town Planner Leslie M. Meadows spoke with lead contractor Lewis Miller, of Lewis Miller Construction on March 8, 2018. Mr. Miller stated that he is still waiting for the report from the structural engineer to determine what's salvageable of what remains of the burnt structure. Once cleared to begin reconstruction, Mr. Miller anticipates six (6) to eight (8) months for completion. Town Planner Becca Bleich will continue to monitor;
- Jeremiah Taylor, owner of 4190 Duff Dr. Junked vehicles/outdoor storage/overgrown vegetation. Town Planner Becca Bleich stated that she spot checked the property on April 4, 2018. The property has sufficiently cleaned up Case closed;
- Jane Greene, owner of 4446 Villa Ln. Outdoor storage encroaching on neighbor. Town Planner Becca Bleich stated that former Town Planner Leslie M. Meadows had met onsite again with homeowner and various times with both parties involved. As of March 8, 2018, all large outdoor storage items have been removed from under the tractor trailer bed and along the back property line. The overgrown vegetation has cleared and piled for burning. Town Planner Becca Bleich stated that she will continue to monitor the property until the brush pile is burned, and to make sure no new items are brought back in. Town Planner Becca Bleich also stated that the decision to require cover for the tractor trailer bed is temporarily postponed/waived;
- Grant and Jamie Morte, owners of 4515 Betts St. Livestock (goats) in platted subdivision. Town Planner Becca Bleich stated that the complaint was verified and a NOV letter sent to landowner of rental property with a deadline of April 5, 2018.

No Council action was required.

COUNCIL COMMENT: Mayor Johnnie Greene asked if anyone on the Council had any questions or comments at this time.

No one had any comments.

CLOSED SESSION: PERSONAL MATTERS: Mayor Johnnie Greene asked for a motion to go into closed session.

Jeff Wilson made a motion, and Rebecca Johnson seconded, to go into Closed Session at approximately 6:18 pm. All were in favor.

Joe Norman made a motion, and Keith Warren seconded, to come out of Closed Session at approximately 6:45 pm. All were in favor.

OPEN MEETING ACTION ITEMS: After returning to open session, Mayor Johnnie Greene stated that Council had discussed the annual performance evaluation for Town Administrator Christopher Todd.

Joe Norman made a motion, and Keith Warren seconded, to give Town Administrator Christopher Todd a two percent (2%) cost of living adjustment and amend Section 1, Subsection 7 of his employment contract to increase Town Administrator Christopher Todd's severance pay from three (3) months to six (6) months. All were in favor.

COUNCIL ADJOURN: Mayor Johnnie Greene asked for a motion to adjourn.

Jeff Wilson made a motion, and Clay Wilson seconded, to adjourn the meeting. All were in favor.

Johnnie Greene, Mayor

Julie A. Good, Town Clerk

**MONDAY, APRIL 30, 2018
TOWN OF SAWMILLS SPECIAL COUNCIL MEETING
6:00 PM**

COUNCIL PRESENT

Mayor Johnnie Greene
Clay Wilson
Keith Warren
Jeff Wilson
Rebecca Johnson
Joe Norman

STAFF PRESENT

Christopher Todd
Julie A Good
Todd Poteat

CALL TO ORDER: Mayor Johnnie Greene called the meeting to order.

INVOCATION: Mayor Johnnie Greene gave the invocation.

PLEDGE OF ALLEGIANCE: Mayor Johnnie Greene led the Pledge of Allegiance.

ADOPT AGENDA: Mayor Johnnie Greene asked for a motion to adopt the agenda.

Keith Warren made a motion, and Joe Norman seconded, to adopt the agenda. All were in favor.

PRESENTATION: VIRGINIA ACRES SANITARY SEWER: Town Administrator Christopher Todd gave a short presentation on the proposed sanitary sewer project for the Horseshoe Bend Road area and the Virginia Acres subdivision outlining the project area, the mandatory sewer connection policy, along with both the current and future sewer rate structures.

PUBLIC COMMENT:

Reba Helms, Stephanie Tramble, Gary Miller, Josh Miller, Clyde Miller, Joe Wesson, Benny Fry, Rick Shehan, Paul Bright, Tim Sanders, Joe Helton, Nicholas Wilson, Revonda Miller, Mike Kilby, Karen McNeely, David Massie, Margo Rice, Alan Barger, Shelda Aultman, Brad Hass, Tommy Cole, Olivia Ford, Carolyn Dietz, Michael Rhinehart and Billy King had questions and comments for Council.

COUNCIL COMMENT:

Joe Norman stated that he has lived in Sawmills all his life and been on Council for twenty (20) years. Joe Norman stated that there are homes that have failing septic tanks and it is not going to get any better and if Council does not do something now the problem is only going to get worse. Joe Norman also stated that Council is working towards what everyone needs and he thinks that Council should go ahead with the proposed sanitary sewer project for the Horseshoe Bend Road area and the Virginia Acres subdivision.

Rebecca Johnson stated that the Council wanted to have the special meeting so no one thought they were hiding anything about the sanitary sewer project for the Horseshoe Bend Road area and the Virginia Acres subdivision and to get public feedback to help Council make a decision on the project. Rebecca Johnson also stated that the sewer the Town currently has is not paying for its self and to add a loan on top of that is going to make sewer rates go up for the next few years. Rebecca Johnson stated that the best thing for Council was let the public speak about what they wanted. Rebecca Johnson thanked everyone for coming to the meeting and for their input on this issue.

Jeff Wilson wanted to thank everyone for coming out and helping with this difficult decision.

Clay Wilson wanted to thank everyone for coming out. Clay Wilson stated that it is difficult decision to make due to the amount of money involved (approximately two point eight million dollars) and the amount of time that the citizens of Sawmills are going to be paying on this loan (approximately for the next twenty (20) years).

Mayor Johnnie Greene stated that he appreciated everyone coming out. Mayor Johnnie Greene stated that as being a new Mayor everything is new to him and he appreciated everyone on the Council for making difficult decisions. Mayor Johnnie Greene also stated that he understands that any decisions that Council makes are not going to make everyone happy all the time but the decisions need to be made.

ADJOURN: Mayor Johnnie Greene stated no Council action was required and asked for a motion to adjourn the meeting.

Rebecca Johnson made a motion, and Clay Wilson seconded, to adjourn the meeting. All were in favor.

Johnnie Greene, Mayor

Julie A Good, Town Clerk

MAY 3, 2018
MINUTES OF TOWN COUNCIL SPECIAL MEETING
COUNCIL BUDGET WORKSHOP
5:00 P.M.

COUNCIL PRESENT

Mayor Johnnie Greene
Clay Wilson
Jeff Wilson
Rebecca Johnson

STAFF PRESENT

Christopher Todd
Karen Clontz
Julie A Good

COUNCIL ABSENT

Joe Norman
Keith Warren

CALL TO ORDER: Mayor Johnnie Greene called the meeting to order.

INVOCATION: Mayor Johnnie Greene gave the invocation.

PLEDGE OF ALLEGIANCE: Mayor Johnnie Greene led the Pledge of Allegiance.

ADOPT AGENDA: Mayor Johnnie Greene asked for a motion to adopt the agenda.

Clay Wesson made a motion, and Jeff Wilson seconded, to adopt the agenda. All were in favor.

PROPOSED VIRGINIA ACRES SEWER PROJECT BUDGET: Town Administrator Christopher Todd stated that staff needed direction from Council regarding adding funds in the budget for the proposed Virginia Acres sewer project.

Clay Wilson made a motion, and Rebecca Johnson seconded, to not include the necessary funds for the proposed Virginia Acres sewer project in the draft Fiscal Year 2018/2019 budget. The motion carried with Jeff Wilson being the only Council member opposed.

ITEMS FOR DISCUSSION:

Town Administrator Christopher Todd stated that with funding not being appropriated for the Virginia Acres sewer project, Council needed to make a decision regarding a possible water project in the Utility Fund and the General Fund Balance appropriation of one hundred thousand dollars (\$100,000.00)

UTILITY FUND:

Council chose to use the eighty-six thousand dollars (\$86,000.00) transferred from the General Fund, along with a one hundred thousand dollar (\$100,000.00) Capital Reserve, to replace water lines on Russell Drive. The money will be allocated to the Water Department Repairs and Maintenance.

GENERAL FUND:

Council also directed staff to use the Fund Balance appropriation of one hundred thousand dollars (\$100,000.00) towards paving projects. The one hundred thousand dollars (\$100,000.00) will be appropriated to Public Works Repairs and Maintenance.

COUNCIL ADJOURN: Mayor Johnnie Greene asked for a motion to adjourn.

Clay Wilson made a motion, and Jeff Wilson seconded, to adjourn the meeting. All were in favor.

Johnnie Greene, Mayor

Julie A Good, Town Clerk

AGENDA ITEM 7A

MEMO

DATE:

May 15, 2018

SUBJECT:

Recognition:
Recycle Rewards
Program

Discussion:

The Town of Sawmills would like to congratulate Matt Smith on winning the Recycle Rewards Program for the month of May. Mayor Johnnie Greene will present him with a Certificate of Appreciation. A thirty-two dollar (\$32.00) credit will be added to the current sanitation bill.

Recommendation:

No Council action is required.

AGENDA ITEM 8A

MEMO

DATE:

May 15, 2018

SUBJECT:

Financial Matters:
Presentation of
FY 2018-2019
Budget and Call for a
Public Hearing

Discussion:

As required by state law, the proposed FY 2018-2019 budget is balanced and staff will present it during the June Council Meeting.

Included in the agenda packet is a copy of the proposed fee structure, the budget message, the budget ordinance and a copy of the proposed FY 2018-2019 budget.

Recommendation:

Staff recommends Council call for a public hearing to be held on June 19, 2018 at 6:00 pm to adopt the proposed FY 2018-2019 budget.

**Town of Sawmills
Fee Structure
FY 2018 – 2019
7/01/2018 – 6/30/2019**

Public Works:

**Items not picked up – building materials,
electronics and automobile parts.**

| | |
|---|--|
| Small brush pick up fee: | No charge (30 minutes or less) |
| Large brush pick up fee: | \$75.00 (per hour)- see policy for guidelines |
| White goods pick up fee: | No charge |
| Special (bulky item) pick up fee: | No charge |
| Purchase of Speed Limit or other Traffic signs: | \$75.00 |

Water/Sewer Department:

| | |
|--|--|
| Water Deposit | \$100.00 <i>If SS# provided \$50.00 (a 50% discount)</i> |
| Sewer Deposit | \$100.00 <i>If SS# provided \$50.00 (a 50% discount)</i> |
| Water Tap (3/4 inch tap) | Inside Town \$750.00 |
| Water Tap (3/4 inch tap) | Outside Town \$1,500.00 |
| Water Tap (2 inch or greater) | Inside Town \$750.00 plus 15% |
| Water Tap (2 inch or greater) | Outside Town \$1,500.00 plus 15% |
| Sewer Tap (4-6 inch) | Inside Town \$1,000.00 |
| Sewer Availability Fee | \$27.15 (current rate) |
| ***NO OUTSIDE SEWER TAPS*** | |
| Water Rates (Inside Town) | \$20.60 min charge per month up to 2,000 gals \$6.00 per each additional 1,000 gals up to 10,000 gals \$7.00 per each additional 1,000 gals from 10,001 gals to 20,000 gals \$4.50 per each additional 1,000 gals from 20,001 gals to 30,000 gals \$3.50 per each additional 1,000 gals after 30,000 gals |
| Water Rates (Outside Town) | \$41.20 min charge per month up to 2,000 gals \$12.00 per additional 1,000 gals up to 10,000 gals \$14.00 per each additional 1,000 gals from 10,001 gals to 20,000 gals \$9.00 for each additional 1,000 gals from 20,001 gals to 30,000 gals \$7.00 for each additional 1,000 gals after 30,000 gals |
| Sewer Rates (Inside Town) | \$27.15 min charge per month up to 2,000 gals \$7.60 per additional 1,000 gals |
| ***NO OUTSIDE SEWER*** | |
| Meter Tampering Fee | \$75.00 |
| Fire Hydrant Access Deposit (Contractors Only) | \$150.00 |

Sanitation Department:

| | |
|------------------------------|----------------------------|
| Sanitation Deposit | \$20.00 |
| Sanitation Fee | \$ 8.00 per month |
| | \$96.00 per year |
| Extra Trash Can (rental fee) | \$70.00 (<i>per can</i>) |
| Sanitation Availability Fee | \$ 8.00 per month |

Planning:

| | |
|--|--|
| Zoning Permit: | \$25.00 |
| Zoning Permit – Accessory structures | \$5.00 |
| Rezoning Application: | \$200.00 |
| (Includes Public Notice advertising/certified letters) | |
| Special Use Permit: | \$150.00 |
| Family or Minor Subdivision Review: | \$25.00 |
| Major Subdivision Review: | \$200.00 |
| | <i>(plus \$5.00 per lot after 25 lots)</i> |
| Copy of Subdivision Ordinance: | \$10.00 (<i>per copy</i>) |
| Request for Variance: | \$200.00 |
| Encroachment Fee | \$750.00 |

Parks and Recreation

| | |
|---------------------------------|-------------------------------|
| Baird Park – Baseball Fields | \$150.00 per field |
| | \$250.00 both fields |
| | \$300 multi day tournament |
| Veterans Park – Baseball Fields | \$100.00 per field |
| | \$175.00 both fields |
| | \$225.00 multi day tournament |
| Soccer Field | \$100.00 |

Farmers Market Field

\$150.00

Miscellaneous Fees

| | |
|---------------------------------------|--|
| Black & white copies: | .10 per page |
| Color copies: | .20 per page |
| Insufficient Funds (NSF Check Return) | \$30.00 |
| | (\$25.00 bank fee + \$5.00 processing fee) |

**New rates for fiscal year effective 7/01/2018*

Annual Budget for the 2018-2019 Fiscal Year

Honorable Mayor Johnnie Greene
And Members of the Town Council:

Town Staff is pleased to present the proposed budget for Fiscal Year 2018-2019, beginning July 1, 2018 and ending June 30, 2019. The budget is balanced in its entirety as required by the North Carolina Local Government Budget and Fiscal Control Act.

The Town of Sawmills' overall budget for FY 2018-2019 totals \$3,281,794 reflecting an overall decrease of \$208,415, or 8.9% decrease from FY 2017-2018.

The proposed budget includes:

- no tax increases;
- 6% increase of the sewer rates;
- decrease in water rates with creation of multi-tiered structure
- an appropriation of Water and Sewer Fund reserves will be made this fiscal year;
- maintains current levels of service;
- maintains current levels of benefits for employees

Below is a brief budgetary summary of the various funds for the Town:

General Fund:

The proposed ad valorem tax rate for FY 2018-2019 is to remain at 20 cents per \$100 valuation with a collection rate of 96%. Each penny of the Town's property tax rate generates approximately \$20,767.00.

The General Fund currently remains debt free. The Town of Sawmills attempts to pay for capital outlay items from actual revenue sources and/or reserves rather than issuing bonds or borrowing funds and paying interest on debt.

Anticipated State collected local revenues have been calculated utilizing data supplied by the North Carolina League of Municipalities and local economic data. The Town is anticipating small increases in most of these revenue sources as a result of the slowly improving local, state and national economy.

Some highlights in the General Fund Departmental budgets include:

- paving repairs on Withers Drive, Sigmon Drive, and Trojan Lane;
- purchase of a service truck with snow plow
- funds to retrofit a current truck with a knuckle boom for debris removal
- maintaining employee benefits at current levels;
- a 2% cost of living adjustment;
- a 1% - 3% merit increase for employees;
- continued participation in the Caldwell County Sales Tax Reinvestment Program in the amount of \$194,000

General fund revenues and expenditures are balanced at \$2,164,685 This amount represents a decrease of \$337,843, or a decrease of 14% from the previous 2017-2018 Fiscal Year Budget.

Enterprise Fund:

Due to the increased cost of service and desire to maintain our infrastructure, the Town Council and Staff recommended sewer rates increase for Fiscal Year 2018-2019 by approximately 6%. Water rates show a reduction in volumetric rates that increases with water use tiers.

In light of the need to maintain Enterprise Fund reserves to address anticipated system improvements maintain solvency and meet unanticipated emergencies, both staff and the Town Council are urged to maintain adequate financial planning for the future. This may require adjusting water and sewer rates in the 2019-2020 Fiscal Year's Budget.

The Water Department, reflects a total of \$172,000 in expenses for the replacement of the Russell Drive waterline. The Sewer Department reflects a \$27,000 balance in capital outlays to create a GIS system for the sewer system.

Revenues for the Enterprise Fund for FY 2018-2019 are approximately \$1,117,109 reflecting an increase of \$57,428, or 5.4%, from the FY 2017-2018 budget. This includes the need for the appropriation of net assets in the amount of \$60,400 to balance this year's water and sewer budget.

Water Rates:

Water Base Rate: \$20.60

Water Volumetric Rate: \$6.00 per 1,000 gallons 1,000 - 10,000 gallons

Water Volumetric Rate: \$7.00 per 1,000 gallons 10,001 - 20,000 gallons

Water Volumetric Rate: \$4.50 per 1,000 gallons 20,001 - 30,000 gallons

Water Volumetric Rate: \$3.50 per 1,000 gallons > 30,001 gallons

Sewer Rates:

Sewer Base Rate: \$27.15

Sewer Volumetric Rate: \$7.60 per 1,000 gallons

Conclusion:

It is with great pride, and a lot of hard work, that we present the proposed budget for FY 2018-2019. The total budget estimates for FY 2018-2019 (across all funds) totals \$3,281,794 versus \$3,562,209 for FY 2017-2018. Staff did a great job in realizing the Town's monetary parameters and making adjustments accordingly. General Fund balance percentage is anticipated to improve this year.

I would like to thank the dedicated employees of the Town for their hard work and good stewardship of the Town's resources. These people work hard and take pride in carrying out their duties. I would like to thank the Mayor and Council for their dedication in carrying out their responsibilities in providing leadership and guidance in these times of budgetary stress and economic uncertainty.

Respectfully,

Christopher Todd
Town Administrator

BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF SAWMILLS, NORTH CAROLINA:

The following anticipated fund revenues, departmental expenditures, and interfund transfers are approved and appropriated for the Town of Sawmills' operations for the Fiscal Year beginning July 1, 2018 and ending June 30, 2019.

SECTION 1 – General Fund**Revenues:**

| | |
|---------------------------------------|--------------------|
| Property Tax | 466,800 |
| Local Sales Tax | 1,016,000 |
| Powell Bill Allocation | 200,000 |
| Solid Waste Fee | 185,000 |
| State Shared (Utility/Franchise) | 186,858 |
| Other | 9,277 |
| Fund Balance Appropriated | 100,000 |
| Planning/Zoning Fees | <u>750</u> |
| Total Estimated General Fund Revenues | \$2,164,685 |

Expenditures:

| | |
|---|--------------------|
| Governing Body | 49,450 |
| Administration | 429,100 |
| Finance | 82,450 |
| Public Works | 606,185 |
| Streets and Highways (Powell Bill) | 200,000 |
| Sanitation/Recycling | 323,850 |
| Community Development | 106,200 |
| Parks and Recreation | 173,450 |
| Interlocal Transfer to Caldwell County | <u>194,000</u> |
| Total Estimated General Fund Expenditures | \$2,164,685 |

SECTION 2 – Utility Fund

Revenues:

| | |
|---------------------------------------|--------------------|
| Water | 869,709 |
| Sewer | <u>247,400</u> |
| Total Estimated Utility Fund Revenues | \$1,117,109 |

Expenditures:

| | |
|---|--------------------|
| Water | 869,709 |
| Sewer | <u>247,400</u> |
| Total Estimated Utility Fund Expenditures | \$1,117,109 |

SECTION 3 – Ad Valorem Taxes

An Ad Valorem tax rate of \$0.20 per one hundred dollars (\$100) valuation of taxable property, as listed for taxes as of January 1, 2018, is hereby levied and established as the official tax rate for the Town of Sawmills for Fiscal Year 2018 - 2019. The rate is based upon a total projected valuation of \$256,376,500 and an estimated collection rate of 96%. The purpose of the ad valorem tax levy is to raise sufficient revenue to assist in financing necessary municipal government operations in Sawmills.

SECTION 4 – Documentation

Copies of this ordinance will be kept on file at Town Hall and shall be furnished to the Town Clerk and Finance Director to provide direction in the collection of revenues and disbursement of Town funds.

SECTION 5 – Special Authorization, Budget Officer

- A. The Town Administrator shall serve as Budget Officer.
- B. The Budget Officer shall be authorized to reallocate departmental appropriations among the various expenditures within each department.
- C. The Budget Officer is authorized to effect interdepartmental transfers of minor budget amendments not to exceed ten percent (10%) of the appropriated funds for the department's allocation which is being reduced. Notification of all such transfers or amendments shall be made to the Town Council at their next regular meeting of that body following the transfers.

SECTION 6 – Restrictions

- A. Interfund transfers of moneys shall be accomplished only by authorization from the Town Council.
- B. The utilization of any contingency appropriation, in any amount, shall be accomplished only by the authorization from the Town Council. Approval of a contingency appropriation shall be deemed a budget amendment, which transfers funds from the contingency appropriation to the appropriate object of expenditure.

SECTION 7 – Budget Amendments

The North Carolina Local Government Budget and Fiscal Control Act allow the Town Council to amend the budget ordinance any time during the fiscal year, so long as it complies with the North Carolina General Statutes. The Town Council must approve all budget amendments, except where the Budget Officer is authorized to make limited transfers. Please review sections 5 and 6, which outline special authorizations and restrictions related to budget amendments.

SECTION 8 – Utilization of Budget and Budget Ordinance

This ordinance and the budget documents shall be the basis for the financial plan of the Town of Sawmills during the 2018-2019 Fiscal Year. The Budget Officer shall administer the budget. The accounting system shall establish records that are in consonance with this budget and this ordinance and the appropriate statutes of the State of North Carolina.

Adopted this the ____ day of _____ 2018.

Mayor Johnnie Greene

Christopher Todd, Town Administrator

ATTEST:

Clerk

**Town of Sawmills
Annual Budget Estimates - Revenues**

**Fiscal Year: 2018-2019
Summary**

Budget Page:
1

| Fund | Fund # | Last Year | Current Year | | Estimated Entire Year | Budget 2018-2019 Estimate |
|----------------|--------|--------------------|--------------------|----------------------------|--------------------------|---------------------------------|
| | | Actual 2016-2017 | Budget 2017-2018 | Actual to February 2018 | | |
| General Fund | 1 | \$2,113,339 | \$2,502,528 | \$1,728,100 | \$2,433,232 | \$2,164,685 |
| Utility Fund | 2 | \$830,571 | \$1,059,681 | \$680,739 | \$974,733 | \$1,117,109 |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| TOTALS: | | \$2,943,910 | \$3,562,209 | \$2,408,839 | \$3,407,965 | \$3,281,794 |

**Town of Sawmills
Annual Budget Estimates - Revenues**

**Fiscal Year: 2018-2019
General Fund**

Budget Page:
2

| Account Name | Fund 1 | Last Year | Current Year | | | Budget |
|-----------------------------------|-----------|------------------|------------------|-------------------------|-----------------------|--------------------|
| | Account # | Actual 2016-2017 | Budget 2017-2018 | Actual to February 2018 | Estimated Entire Year | 2018-2019 Estimate |
| Ad Valorem Current Year | 1-00-3101 | \$411,118 | \$400,000 | \$392,039 | \$405,000 | \$405,000 |
| Ad Valorem Prev Year | 1-00-3102 | \$19,337 | \$20,000 | \$8,601 | \$12,000 | \$20,000 |
| Ad Valorem Refunds | 1-00-3103 | (\$64) | (\$500) | \$0 | (\$100) | (\$250) |
| Ad Valorem Collection Fees | 1-00-3104 | (\$10,381) | (\$15,000) | (\$10,073) | (\$15,000) | (\$15,000) |
| Vehicle Interest | 1-00-3105 | \$208 | \$100 | \$49 | \$100 | \$150 |
| Vehicle Taxes | 1-00-3110 | \$72,654 | \$55,000 | \$37,412 | \$56,118 | \$55,000 |
| Vehicle Taxes Prev Year | 1-00-3111 | \$625 | \$200 | \$80 | \$100 | \$100 |
| Vehicle Refunds | 1-00-3112 | (\$566) | (\$400) | (\$320) | (\$400) | (\$500) |
| Vehicle Collection Fees | 1-00-3113 | (\$3,412) | (\$3,100) | (\$1,543) | (\$2,315) | (\$3,000) |
| Interest on Ad Valorem | 1-00-3114 | \$6,577 | \$6,500 | \$2,097 | \$3,200 | \$5,000 |
| Ad Valorem Late List Rev | 1-00-3115 | \$189 | \$200 | \$264 | \$300 | \$300 |
| NSF fees | 1-00-3116 | \$570 | \$400 | \$570 | \$60 | \$400 |
| Hold Harmless | 1-00-3229 | \$279,899 | \$240,000 | \$147,357 | \$250,000 | \$250,000 |
| Article 44 1/2% Sales tax | 1-00-3230 | \$61,623 | \$50,000 | \$32,957 | \$60,000 | \$46,000 |
| Article 39 1% Sales Tax | 1-00-3231 | \$312,400 | \$320,000 | \$157,086 | \$300,000 | \$315,000 |
| Article 40 1/2 % Sales Tax | 1-00-3232 | \$250,709 | \$255,000 | \$130,439 | \$255,000 | \$255,000 |
| Article 42 1/2 % Sales Tax | 1-00-3233 | \$151,817 | \$150,000 | \$76,204 | \$150,000 | \$150,000 |
| Sales Tax on Telecommunications | 1-00-3234 | \$23,157 | \$22,000 | \$5,958 | \$20,000 | \$15,000 |
| Excise Tax on Piped Natural Gas | 1-00-3235 | \$2,642 | \$2,000 | -\$307 | \$500 | \$500 |
| Powell Bill Funds | 1-00-3316 | \$147,621 | \$147,000 | \$146,797 | \$146,797 | \$146,000 |
| Wellness Grant | 1-00-3319 | \$0 | \$250 | \$0 | \$0 | \$0 |
| Cable Franchise Fees | 1-00-3323 | \$28,940 | \$15,000 | \$7,082 | \$20,000 | \$15,000 |
| Utility Franchise Fees | 1-00-3324 | \$151,987 | \$150,000 | \$37,754 | \$150,000 | \$150,000 |
| Veteran's Memorial Engraving/Misc | 1-00-3333 | \$425 | \$250 | \$0 | \$0 | \$250 |
| Planning & Zoning Fees | 1-00-3340 | \$695 | \$1,000 | \$505 | \$550 | \$750 |
| Sale of Recyclable Materials | 1-00-3351 | \$0 | \$0 | \$192 | \$200 | \$0 |
| Investment Earnings | 1-00-3831 | \$2,943 | \$2,500 | \$3,276 | \$3,300 | \$2,750 |
| Investment Earnings - Powell Bill | 1-00-3832 | \$151 | \$100 | \$101 | \$125 | \$127 |
| Mowing/Snow Removal | 1-00-3833 | \$2,628 | \$2,628 | \$3,358 | \$3,358 | \$3,358 |
| Solid Waste Fee | 1-00-3834 | \$185,746 | \$200,000 | \$123,412 | \$185,000 | \$185,000 |
| Solid Waste Revenue | 1-00-3835 | \$3,463 | \$3,000 | \$1,830 | \$3,000 | \$3,000 |
| Parks/Rec (Misc) | 1-00-3836 | \$500 | \$750 | \$450 | \$600 | \$500 |
| Parks/Rec Fee | 1-00-3837 | \$150 | \$500 | \$275 | \$400 | \$500 |
| Miscellaneous Revenue | 1-00-3839 | \$5,158 | \$1,500 | \$693 | \$1,039 | \$1,500 |
| Farmers Market Fees | 1-00-3841 | \$1,630 | \$600 | \$305 | \$1,000 | \$1,000 |
| Veteran's Park/Rec Fee | 1-00-3842 | \$2,200 | \$2,500 | \$2,200 | \$2,300 | \$2,250 |
| Over/Under Cash Reconciliation | 1-00-3843 | \$0 | \$0 | \$0 | \$0 | \$0 |
| NC Debt Setoff | 1-00-3845 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Transfer from Capital Reserve | 1-00-3860 | \$0 | \$335,000 | \$335,000 | \$335,000 | \$0 |
| Powell Bill Reserve | 1-00-3889 | \$0 | \$51,550 | \$0 | \$0 | \$54,000 |
| Fund Balance Appropriated | 1-00-3990 | \$0 | \$86,000 | \$86,000 | \$86,000 | \$100,000 |

| | | | | | | |
|----------------|--|--------------------|--------------------|--------------------|--------------------|--------------------|
| TOTALS: | | \$2,113,339 | \$2,502,528 | \$1,728,100 | \$2,433,232 | \$2,164,685 |
|----------------|--|--------------------|--------------------|--------------------|--------------------|--------------------|

**Town of Sawmills
Annual Budget Estimates - Revenues**

**Fiscal Year: 2018-2019
Utility Fund**

Budget Page:
3

| | Fund 2 | Last Year | Current Year | | | Budget |
|----------------|--------|------------------|--------------------|----------------------------|--------------------------|-----------------------|
| Department | Dept # | Actual 2016-2017 | Budget 2017-2018 | Actual to February 2018 | Estimated Entire Year | 2018-2019 Estimate |
| Water | 80 | \$669,663 | \$804,231 | \$477,357 | \$712,307 | \$869,709 |
| Sewer | 90 | \$160,908 | \$255,450 | \$203,382 | \$262,426 | \$247,400 |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| TOTALS: | | \$830,571 | \$1,059,681 | \$680,739 | \$974,733 | \$1,117,109 |

Town of Sawmills
Annual Budget Estimates - Revenues

Fiscal Year: 2018-2019
Utility Fund - Water Department

Budget Page:
4

| Account Name | Fund 2 | Last Year | Current Year | | | Budget |
|---|-----------|------------------|------------------|-------------------------|-----------------------|--------------------|
| | Account # | Actual 2016-2017 | Budget 2017-2018 | Actual to February 2018 | Estimated Entire Year | 2018-2019 Estimate |
| Water Tank Cell Tower Lease | 1-00-3120 | \$0 | \$0 | \$6,440 | \$6,440 | \$19,000 |
| Water Sales | 2-00-3710 | \$632,121 | \$715,000 | \$452,702 | \$679,053 | \$655,000 |
| Water Taps & Connections | 2-00-3711 | \$18,214 | \$5,000 | \$2,500 | \$3,750 | \$5,000 |
| Reconnection Fees | 2-00-3713 | \$1,775 | \$2,500 | \$1,600 | \$2,400 | \$2,500 |
| Late Charges | 2-00-3714 | \$14,550 | \$15,000 | \$11,050 | \$16,576 | \$15,000 |
| Investment Earnings | 2-00-3831 | \$2,230 | \$1,500 | \$1,806 | \$2,200 | \$2,000 |
| Miscellaneous Revenue | 2-00-3839 | \$633 | \$1,000 | \$1,259 | \$1,888 | \$1,000 |
| NC Debt Setoff | 2-00-3845 | \$140 | \$250 | \$0 | \$0 | \$0 |
| Capital Contributions | 2-00-3850 | \$0 | \$0 | \$0 | \$0 | \$0 |
| AIA Grant - Waterlines GIS | 2-00-3861 | \$0 | \$0 | \$0 | \$0 | \$84,209 |
| Operating Transfer from Capital Reserve | 2-00-3900 | \$0 | \$0 | \$0 | \$0 | \$86,000 |
| Appropriated Net Assets | 2-00-3990 | \$0 | \$63,981 | \$0 | \$0 | \$0 |
| TOTALS: | | \$669,663 | \$804,231 | \$477,357 | \$712,307 | \$869,709 |

Town of Sawmills
Annual Budget Estimates - Revenues

Fiscal Year: 2018-2019
Utility Fund - Sewer Department

Budget Page:
5

| | Fund 2 | Last Year | Current Year | | | Budget |
|------------------------------|-----------|------------------|------------------|-------------------------|-----------------------|--------------------|
| Account Name | Account # | Actual 2016-2017 | Budget 2017-2018 | Actual to February 2018 | Estimated Entire Year | 2018-2019 Estimate |
| Sewer Charges | 2-00-3750 | \$160,908 | \$169,450 | \$117,382 | \$176,426 | \$187,000 |
| Sewer Tap & Connections | 2-00-3751 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Capital Contributions | 2-00-3850 | \$0 | \$86,000 | \$86,000 | \$86,000 | \$0 |
| Sewer Net Funds Appropriated | 2-00-3991 | \$0 | \$0 | \$0 | \$0 | \$60,400 |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| TOTALS: | | \$160,908 | \$255,450 | \$203,382 | \$262,426 | \$247,400 |

Town of Sawmills
Annual Budget Estimates - Expenditures/Expenses

Fiscal Year: 2018-2019
Summary

Budget Page:
6

| Fund | Fund # | Last Year | Current Year | | Estimated Entire Year | Budget |
|----------------|--------|--------------------|--------------------|----------------------------|--------------------------|-----------------------|
| | | Actual 2016-2017 | Budget 2017-2018 | Actual to February 2018 | | 2018-2019 Estimate |
| General Fund | 1 | \$1,458,302 | \$2,502,528 | \$1,630,708 | \$2,026,986 | \$2,164,685 |
| Utility Fund | 2 | \$557,564 | \$1,059,681 | \$569,523 | \$969,684 | \$1,117,109 |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| TOTALS: | | \$2,015,866 | \$3,562,209 | \$2,200,231 | \$969,684 | \$3,281,794 |

Town of Sawmills
Annual Budget Estimates - Expenditures

Fiscal Year: 2018-2019
General Fund

Budget Page:
7

| Account | Dept # | Last Year | Current Year | | Budget |
|--|--------|--------------------|--------------------|-------------------------|--------------------|
| | | Actual 2016-2017 | Budget 2017-2018 | Actual to February 2018 | 2018-2019 Estimate |
| Governing Body | 10 | \$32,853 | \$48,308 | \$33,939 | \$49,450 |
| Administration | 20 | \$299,264 | \$489,400 | \$312,802 | \$429,100 |
| Finance | 30 | \$70,010 | \$80,500 | \$49,095 | \$82,450 |
| Public Works | 40 | \$260,616 | \$424,120 | \$229,355 | \$606,185 |
| Community Development | 45 | \$58,772 | \$102,950 | \$47,302 | \$106,200 |
| Parks and Recreation | 46 | \$186,156 | \$247,100 | \$82,741 | \$173,450 |
| Streets & Highways | 50 | \$97,720.00 | \$263,500.00 | \$202,681.00 | \$200,000.00 |
| Sanitation and Recycling | 60,70 | \$172,911.00 | \$566,650.00 | \$392,793.00 | \$323,850.00 |
| Operating Transfers | 00 | \$0.00 | \$86,000.00 | \$86,000.00 | \$0.00 |
| Interlocal Transfer to Caldwell County | 20 | \$280,000.00 | \$194,000.00 | \$194,000.00 | \$194,000.00 |
| TOTALS: | | \$1,458,302 | \$2,502,528 | \$1,630,708 | \$2,164,685 |

**Town of Sawmills
Annual Budget Estimates - Expenses**

**Fiscal Year: 2018-2019
Utility Fund**

Budget Page:
8

| Dept | Dept # | Last Year | Current Year | | Estimated Entire Year | Budget 2018-2019 Estimate |
|----------------|--------|------------------|--------------------|----------------------------|--------------------------|---------------------------------|
| | | Actual 2016-2017 | Budget 2017-2018 | Actual to February 2018 | | |
| Water | 80 | \$427,981 | \$804,231 | \$491,591 | \$648,205 | \$869,709 |
| Sewer | 90 | \$129,583 | \$255,450 | \$77,932 | \$321,479 | \$247,400 |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| | | | | | | |
| TOTALS: | | \$557,564 | \$1,059,681 | \$569,523 | \$969,684 | \$1,117,109 |

Town of Sawmills
Annual Budget Estimates - Expenditures

Fiscal Year: 2018-2019
General Fund - Governing Body

Budget Page:
9

| Account Name | Fund 1 | Last Year | Current Year | | | Budget |
|-------------------------------------|-----------|------------------|------------------|-------------------------|-----------------------|--------------------|
| | Account # | Actual 2016-2017 | Budget 2017-2018 | Actual to February 2018 | Estimated Entire Year | 2018-2019 Estimate |
| Wages | 1-10-4100 | \$13,800 | \$14,000 | \$9,200 | \$13,800 | \$14,000 |
| Workers Compensation | 1-10-4104 | \$108 | \$108 | \$108 | \$108 | \$200 |
| FICA & Medi Taxes | 1-10-4106 | \$1,056 | \$1,150 | \$704 | \$1,056 | \$1,150 |
| Community Assistance Program | 1-10-4109 | \$0 | \$1,000 | \$1,000 | \$1,000 | \$1,000 |
| Donations | 1-10-4110 | \$16,000 | \$16,000 | \$14,800 | \$16,000 | \$16,000 |
| Payments Board of Elections | 1-10-4111 | \$0 | \$7,000 | \$5,241 | \$5,241 | \$7,000 |
| Uniforms | 1-10-4125 | \$0 | \$500 | \$0 | \$0 | \$500 |
| Office Supplies | 1-10-4126 | \$0 | \$500 | \$173 | \$200 | \$500 |
| Freight IN | 1-10-4130 | \$0 | \$50 | \$96 | \$100 | \$100 |
| Travel & Schools | 1-10-4131 | \$98 | \$5,000 | \$40 | \$250 | \$5,000 |
| Fuel | 1-10-4225 | \$0 | \$500 | \$0 | \$0 | \$500 |
| Miscellaneous Exp | 1-10-4295 | \$1,791 | \$2,000 | \$2,577 | \$3,000 | \$3,000 |
| Town Promotion Materials & Supplies | 1-10-4515 | \$0 | \$500 | \$0 | \$0 | \$500 |
| TOTALS: | | \$32,853 | \$48,308 | \$33,939 | \$40,755 | \$49,450 |

Town of Sawmills
Annual Budget Estimates - Expenditures

Fiscal Year: 2018-2019
General Fund - Administration

Budget Page:
10

| Account | Fund 1 | Last Year | Current Year | | Budget |
|--------------------------------|-----------|------------------|------------------|-------------------------|--------------------|
| | Account # | Actual 2016-2017 | Budget 2017-2018 | Actual to February 2018 | 2018-2019 Estimate |
| Wages | 1-20-4100 | \$114,061 | \$132,000 | \$91,091 | \$136,637 |
| Overtime | 1-20-4101 | \$0 | \$500 | \$6 | \$10 |
| Employee Benefits | 1-20-4103 | \$35,481 | \$47,000 | \$30,883 | \$46,324 |
| Workers Compensation | 1-20-4104 | \$1,184 | \$6,500 | \$581 | \$1,184 |
| FICA & Medi Taxes | 1-20-4106 | \$3,842 | \$12,000 | \$2,130 | \$3,195 |
| Professional Fee's Accounting | 1-20-4118 | \$12,035 | \$15,000 | \$10,710 | \$12,000 |
| Professional Fee's Legal | 1-20-4119 | \$24,842 | \$35,000 | \$21,067 | \$34,000 |
| Professional Fee's Engineer | 1-20-4120 | \$2,406 | \$1,500 | \$634 | \$1,000 |
| Uniforms | 1-20-4125 | \$0 | \$1,000 | \$515 | \$800 |
| Office Supplies | 1-20-4126 | \$5,680 | \$8,000 | \$2,277 | \$4,000 |
| Office Equipment | 1-20-4127 | \$300 | \$2,500 | \$2,651 | \$4,000 |
| Wellness and Health | 1-20-4128 | \$0 | \$0 | \$0 | \$0 |
| Safety Equipment and Materials | 1-20-4129 | \$0 | \$0 | \$0 | \$0 |
| Freight IN | 1-20-4130 | \$518 | \$1,000 | \$66 | \$100 |
| Travel & Schools | 1-20-4131 | \$7,922 | \$12,000 | \$1,146 | \$2,500 |
| Telephone | 1-20-4132 | \$3,580 | \$4,500 | \$2,394 | \$3,590 |
| Utilities | 1-20-4133 | \$4,993 | \$6,800 | \$3,381 | \$5,071 |
| Permits and Fees | 1-20-4134 | \$372 | \$1,000 | \$160 | \$240 |
| Repairs & Maintenance | 1-20-4135 | \$6,377 | \$16,400 | \$13,305 | \$16,000 |
| Postage | 1-20-4136 | \$659 | \$1,000 | \$415 | \$675 |
| Advertising | 1-20-4137 | \$1,296 | \$4,000 | \$418 | \$2,000 |
| Printing | 1-20-4138 | \$156 | \$1,000 | \$0 | \$0 |
| Insurance and Bonds | 1-20-4145 | \$15,565 | \$21,000 | \$14,989 | \$16,000 |
| Dues and Subscriptions | 1-20-4148 | \$12,729 | \$14,000 | \$12,287 | \$12,500 |
| Unemployment Benefits | 1-20-4149 | \$607 | \$5,000 | \$0 | \$0 |
| Non Refundable Taxes Expense | 1-20-4150 | \$912 | \$1,000 | \$604 | \$906 |
| Capital Outlay | 1-20-4151 | \$17,843 | \$79,000 | \$63,442 | \$63,442 |
| Bank Service Charge | 1-20-4170 | \$525 | \$3,500 | \$332 | \$500 |
| Computer Expense | 1-20-4180 | \$8,046 | \$20,000 | \$22,521 | \$23,000 |
| Town Website Maintenance | 1-20-4181 | \$556 | \$1,000 | \$412 | \$600 |
| Prior Year Expenditures | 1-20-4199 | \$0 | \$0 | \$0 | \$0 |
| Fuel | 1-20-4225 | \$200 | \$1,200 | \$77 | \$100 |
| Leases & Maint | 1-20-4243 | \$629 | \$1,500 | \$341 | \$500 |
| Caldwell Railroad Commission | 1-20-4244 | \$61 | \$500 | \$0 | \$0 |
| Cash Over/Short | 1-20-4280 | \$0 | \$0 | \$0 | \$0 |
| Miscellaneous Exp | 1-20-4295 | \$2,995 | \$10,000 | \$1,380 | \$2,068 |
| Contract Services | 1-20-4760 | \$12,892 | \$23,000 | \$12,587 | \$18,000 |
| TOTALS: | | \$299,264 | \$489,400 | \$312,802 | \$410,942 |

Town of Sawmills
Annual Budget Estimates - Expenditures

Fiscal Year: 2018-2019
General Fund - Finance

Budget Page:

11

| Account | Fund 1 | Last Year | Current Year | | Budget |
|------------------------|-----------|------------------|------------------|-------------------------|--------------------|
| | Account # | Actual 2016-2017 | Budget 2017-2018 | Actual to February 2018 | 2018-2019 Estimate |
| Wages | 1-30-4100 | \$48,875 | \$53,000 | \$33,662 | \$55,000 |
| Overtime | 1-30-4101 | \$0 | \$0 | \$0 | \$0 |
| Employee Benefits | 1-30-4103 | \$16,047 | \$17,000 | \$11,088 | \$17,000 |
| Workers Compensation | 1-30-4104 | \$0 | \$0 | \$0 | \$0 |
| FICA & Medi Taxes | 1-30-4106 | \$3,739 | \$4,250 | \$2,575 | \$4,250 |
| Office Supplies | 1-30-4126 | \$618 | \$750 | \$575 | \$750 |
| Office Equipment | 1-30-4127 | \$400 | \$600 | \$0 | \$500 |
| Frieght IN | 1-30-4130 | \$0 | \$100 | \$0 | \$100 |
| Travel & Schools | 1-30-4131 | \$15 | \$2,500 | \$517 | \$2,500 |
| Telephone | 1-30-4132 | \$106 | \$0 | \$50 | \$0 |
| Permits and Fees | 1-30-4134 | \$0 | \$0 | \$50 | \$50 |
| Dues and Subscriptions | 1-30-4148 | \$210 | \$300 | \$160 | \$300 |
| Unemployment Benefits | 1-30-4149 | \$0 | \$0 | \$0 | \$0 |
| Computer Expense | 1-30-4180 | \$0 | \$1,000 | \$418 | \$1,000 |
| Miscellaneous Exp | 1-30-4295 | \$0 | \$1,000 | \$0 | \$1,000 |
| TOTALS: | | \$70,010 | \$80,500 | \$49,095 | \$82,450 |

Town of Sawmills
Annual Budget Estimates - Expenditures

Fiscal Year: 2018-2019
General Fund - Public Works

Budget Page:
12

| | Fund 1 | Last Year | Current Year | | | Budget |
|------------------------------|-----------|------------------|------------------|-------------------------|-----------------------|--------------------|
| Account | Account # | Actual 2016-2017 | Budget 2017-2018 | Actual to February 2018 | Estimated Entire Year | 2018-2019 Estimate |
| Wages | 1-40-4100 | \$135,672 | \$175,000 | \$105,647 | \$158,470 | \$180,000 |
| Overtime | 1-40-4101 | \$1,911 | \$3,400 | \$1,700 | \$2,500 | \$3,400 |
| Wages Part Time | 1-40-4102 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Employee Benefits | 1-40-4103 | \$47,191 | \$65,000 | \$41,634 | \$62,451 | \$65,000 |
| Workers Compensation | 1-40-4104 | \$5,263 | \$6,500 | \$5,847 | \$5,847 | \$6,500 |
| FICA & Medi Taxes | 1-40-4106 | \$10,525 | \$15,000 | \$8,212 | \$12,318 | \$13,750 |
| Professional Fee's Engineer | 1-40-4120 | \$0 | \$1,000 | \$0 | \$0 | \$1,000 |
| Steets and Lights | 1-40-4124 | \$15,695 | \$18,000 | \$10,141 | \$15,211 | \$21,000 |
| Uniforms | 1-40-4125 | \$2,355 | \$6,300 | \$1,460 | \$2,300 | \$6,000 |
| Equipment and Materials | 1-40-4129 | \$0 | \$2,000 | \$760 | \$1,140 | \$4,000 |
| Freight IN | 1-40-4130 | \$274 | \$300 | \$53 | \$80 | \$300 |
| Travel & Schools | 1-40-4131 | \$0 | \$1,500 | \$90 | \$150 | \$1,000 |
| Telephone | 1-40-4132 | \$1,814 | \$3,500 | \$1,232 | \$1,848 | \$2,500 |
| Utilities | 1-40-4133 | \$7,952 | \$8,500 | \$4,635 | \$6,953 | \$8,000 |
| Permits and Fees | 1-40-4134 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Repairs & Maintenance | 1-40-4135 | \$2,868 | \$29,000 | \$2,909 | \$25,000 | \$65,000 |
| Non Refundable Taxes Expense | 1-40-4150 | \$345 | \$300 | \$183 | \$275 | \$400 |
| Capital Outlay | 1-40-4151 | \$7,345 | \$40,000 | \$35,807 | \$35,807 | \$44,000 |
| Computer Expense | 1-40-4180 | \$1,095 | \$1,200 | \$593 | \$889 | \$11,500 |
| Prior Year Expenditures | 1-40-4199 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Fuel | 1-40-4225 | \$2,703 | \$2,000 | \$989 | \$1,500 | \$3,000 |
| Leases & Maint | 1-40-4243 | \$180 | \$1,000 | \$0 | \$0 | \$1,000 |
| Miscellaneous Exp | 1-40-4295 | \$11,283 | \$13,000 | \$5,245 | \$7,800 | \$13,835 |
| Materials & Supplies | 1-40-4515 | \$3,095 | \$3,500 | \$1,978 | \$3,000 | \$15,000 |
| Paving & Speed humps | 1-40-4559 | \$0 | \$0 | \$0 | \$0 | \$112,000 |
| Contract Services | 1-40-4760 | \$3,050 | \$28,120 | \$240 | \$360 | \$28,000 |
| | | | | | | |
| TOTALS: | | \$260,616 | \$424,120 | \$229,355 | \$343,899 | \$606,185 |

Town of Sawmills
Annual Budget Estimates - Expenditures

Fiscal Year: 2018-2019
General Fund - Streets/Highways

Budget Page:
13

| Account | Fund 1 | Last Year | Current Year | | Budget |
|--------------------------------|-----------|------------------|------------------|-------------------------|--------------------|
| | Account # | Actual 2016-2017 | Budget 2017-2018 | Actual to February 2018 | 2018-2019 Estimate |
| Wages | 1-50-4100 | \$0 | \$0 | \$0 | \$0 |
| Overtime | 1-50-4101 | \$0 | \$0 | \$0 | \$0 |
| Employee Benefits | 1-50-4103 | \$0 | \$0 | \$0 | \$0 |
| Workers Compensation | 1-50-4104 | \$0 | \$0 | \$0 | \$0 |
| FICA & Medi Taxes | 1-50-4106 | \$0 | \$0 | \$0 | \$0 |
| Equipment Purchases | 1-50-4117 | \$0 | \$0 | \$0 | \$0 |
| Professional Fee's Engineer | 1-50-4120 | \$12,870 | \$25,000 | \$8,417 | \$10,000 |
| Safety Equipment and Materials | 1-50-4129 | \$0 | \$0 | \$0 | \$0 |
| Freight IN | 1-50-4130 | \$0 | \$0 | \$200 | \$200 |
| Repairs & Maintenance | 1-50-4135 | \$6,910 | \$52,000 | \$1,815 | \$2,500 |
| Capital Outlay | 1-50-4151 | \$0 | \$0 | \$0 | \$0 |
| Miscellaneous Exp | 1-50-4295 | \$0 | \$1,000 | \$0 | \$500 |
| Materials & Supplies | 1-50-4515 | \$0 | \$13,500 | \$6,892 | \$10,000 |
| Drainage | 1-50-4558 | \$0 | \$0 | \$0 | \$0 |
| Paving | 1-50-4559 | \$77,940 | \$172,000 | \$185,357 | \$185,357 |
| Right of Way | 1-50-4600 | \$0 | \$0 | \$0 | \$0 |
| TOTALS: | | \$97,720 | \$263,500 | \$202,681 | \$208,557 |
| | | | | | \$200,000 |

Town of Sawmills
Annual Budget Estimates - Expenditures

Fiscal Year: 2018-2019
General Fund - Sanitation

Budget Page:
14

| | | Last Year | Current Year | | | Budget |
|------------------------------|-----------|------------------|------------------|-------------------------|-----------------------|--------------------|
| | | Actual 2016-2017 | Budget 2017-2018 | Actual to February 2018 | Estimated Entire Year | 2018-2019 Estimate |
| Wages | 1-80-4100 | \$43,560 | \$47,000 | \$30,194 | \$45,500 | \$70,000 |
| Overtime | 1-80-4101 | \$67 | \$1,000 | \$232 | \$400 | \$1,000 |
| Wages Part Time | 1-80-4102 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Employee Benefits | 1-80-4103 | \$16,191 | \$16,000 | \$10,760 | \$16,500 | \$30,000 |
| Workers Compensation | 1-80-4104 | \$3,000 | \$4,000 | \$3,603 | \$3,603 | \$3,000 |
| FICA & Medi Taxes | 1-60-4106 | \$3,338 | \$3,600 | \$2,327 | \$3,500 | \$8,000 |
| Recycle Rewards | 1-60-4110 | \$100 | \$100 | \$100 | \$100 | \$100 |
| Professional Fee's Engineer | 1-60-4120 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Uniforms | 1-60-4125 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Equipment and Materials | 1-60-4129 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Freight IN | 1-60-4130 | \$150 | \$200 | \$40 | \$80 | \$1,500 |
| Permits and Fees | 1-60-4134 | \$21,696 | \$50 | \$0 | \$0 | \$200 |
| Repairs & Maintenance | 1-60-4135 | \$2,974 | \$60,000 | \$10,990 | \$20,000 | \$50 |
| Postage | 1-60-4138 | \$0 | \$3,500 | \$2,077 | \$3,500 | \$60,000 |
| Printing | 1-60-4138 | \$0 | \$0 | \$0 | \$0 | \$4,000 |
| Unemployment Benefits | 1-60-4149 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Non Refundable Taxes Expense | 1-60-4150 | \$109 | \$200 | \$0 | \$0 | \$0 |
| Capital Outlay | 1-60-4151 | \$0 | \$335,000 | \$281,432 | \$281,432 | \$0 |
| Capital Reserve | 1-60-4152 | \$0 | \$0 | \$0 | \$0 | \$50,000 |
| Fuel | 1-60-4225 | \$11,116 | \$16,000 | \$7,979 | \$13,000 | \$16,000 |
| Allowance For Bad Debt | 1-60-4285 | \$850 | \$1,000 | \$500 | \$500 | \$1,000 |
| Miscellaneous Exp | 1-60-4295 | \$0 | \$3,000 | \$510 | \$1,000 | \$5,000 |
| Materials & Supplies | 1-60-4515 | \$457 | \$1,000 | \$80 | \$150 | \$1,000 |
| Contracted Services | 1-60-4760 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Landfill Expenses | 1-60-4761 | \$6,144 | \$10,500 | \$3,986 | \$6,500 | \$7,000 |
| Contracted Services Recycle | 1-70-4762 | \$63,159 | \$64,500 | \$37,973 | \$65,000 | \$68,000 |
| | | | | | | |
| TOTALS: | | \$172,911 | \$566,650 | \$392,793 | \$460,745 | \$323,850 |

Town of Sawmills
Annual Budget Estimates - Expenditures

Fiscal Year: 2018-2019
General Fund - Community Development

Budget Page:
15

| Account | Fund 1 | Last Year | Current Year | | | Budget |
|-------------------------------------|-----------|------------------|------------------|-------------------------|-----------------------|--------------------|
| | Account # | Actual 2016-2017 | Budget 2017-2018 | Actual to February 2018 | Estimated Entire Year | 2018-2019 Estimate |
| Wages | 1-45-4100 | \$50 | \$200 | \$0 | \$100 | \$200 |
| Workers Compensation | 1-45-4104 | \$0 | \$0 | \$0 | \$0 | \$0 |
| FICA & Medi Taxes | 1-45-4106 | \$4 | \$50 | \$0 | \$50 | \$50 |
| Professional Fee's Engineer | 1-45-4120 | \$0 | \$500 | \$0 | \$0 | \$0 |
| Office Supplies | 1-45-4126 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Office Equipment | 1-45-4127 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Freight IN | 1-45-4130 | \$24 | \$250 | \$0 | \$0 | \$100 |
| Utilities | 1-45-4133 | \$0 | \$250 | \$129 | \$250 | \$250 |
| Contractors | 1-45-4135 | \$190 | \$10,000 | \$0 | \$0 | \$10,000 |
| Postage | 1-45-4136 | \$26 | \$100 | \$20 | \$50 | \$100 |
| Advertising - Community Development | 1-45-4137 | \$704 | \$1,500 | \$725 | \$1,000 | \$1,500 |
| Miscellaneous Exp | 1-45-4295 | \$347 | \$1,000 | \$0 | \$250 | \$1,000 |
| Materials & Supplies | 1-45-4515 | \$16,415 | \$36,100 | \$12,800 | \$20,000 | \$27,000 |
| Contract Services | 1-45-4760 | \$41,012 | \$53,000 | \$33,628 | \$50,500 | \$66,000 |
| Plat & Zoning Fees | 1-45-4980 | \$0 | \$0 | \$0 | \$0 | \$0 |
| | | | | | | |
| TOTALS: | | \$58,772 | \$102,950 | \$47,302 | \$72,200 | \$106,200 |

Town of Sawmills
Annual Budget Estimates - Expenditures

Fiscal Year: 2018-2019
General Fund - Parks & Recreation

Budget Page:
16

| Account | Fund 1 | Last Year | Current Year | | Budget | |
|------------------------------|-----------|------------------|------------------|-------------------------|-----------------------|--------------------|
| | Account # | Actual 2016-2017 | Budget 2017-2018 | Actual to February 2018 | Estimated Entire Year | 2018-2019 Estimate |
| Wages | 1-46-4100 | \$67,615 | \$63,000 | \$39,099 | \$59,000 | \$63,000 |
| Overtime | 1-46-4101 | \$173 | \$1,250 | \$147 | \$250 | \$1,250 |
| Wages Part Time | 1-46-4102 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Employee Benefits | 1-46-4103 | \$33,715 | \$31,000 | \$19,417 | \$30,000 | \$35,000 |
| Workers Compensation | 1-46-4104 | \$1,146 | \$2,000 | \$801 | \$801 | \$2,000 |
| FICA & Medi Taxes | 1-46-4106 | \$5,186 | \$6,000 | \$3,002 | \$5,000 | \$6,000 |
| Professional Fee's Engineer | 1-46-4120 | \$0 | \$1,000 | \$0 | \$0 | \$0 |
| Veteran's Memorial Engraving | 1-46-4122 | \$400 | \$1,500 | \$0 | | \$1,000 |
| Veteran's Park Flood Lights | 1-46-4124 | \$516 | \$0 | \$439 | \$650 | \$1,000 |
| Uniforms | 1-46-4125 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Equipment and Materials | 1-46-4129 | \$2,530 | \$3,000 | \$0 | \$3,000 | \$0 |
| Freight IN | 1-46-4130 | \$57 | \$500 | \$15 | \$50 | \$500 |
| Telephone-Cell phone | 1-46-4132 | \$525 | \$650 | \$351 | \$600 | \$650 |
| Utilities | 1-46-4133 | \$18,096 | \$19,000 | \$11,610 | \$19,000 | \$20,000 |
| Permits and Fees | 1-46-4134 | \$0 | \$150 | \$0 | \$0 | \$0 |
| Repairs & Maintenance | 1-46-4135 | \$15,960 | \$99,000 | \$4,351 | \$10,000 | \$25,000 |
| Unemployment Benefits | 1-46-4149 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Non Refundable Taxes Expense | 1-46-4150 | \$0 | \$50 | \$0 | \$0 | \$50 |
| Capital Outlay | 1-46-4151 | \$11,523 | \$0 | \$0 | \$0 | \$0 |
| Capital Reserve | 1-46-4152 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Fuel | 1-46-4225 | \$3,396 | \$5,000 | \$1,530 | \$2,500 | \$4,000 |
| Miscellaneous Exp | 1-46-4295 | \$524 | \$3,000 | \$100 | \$150 | \$3,000 |
| Materials & Supplies | 1-46-4515 | \$6,137 | \$10,000 | \$1,699 | \$5,000 | \$10,000 |
| Water Purchases | 1-46-4558 | \$204 | \$1,000 | \$180 | \$300 | \$1,000 |
| Contract Services | 1-46-4760 | \$18,453 | \$0 | \$0 | \$0 | \$0 |
| TOTALS: | | \$186,156 | \$247,100 | \$82,741 | \$136,301 | \$173,450 |

Town of Sawmills
Annual Budget Estimates - Expenditures

Fiscal Year: 2018-2019
General Fund - Operating Transfers

Budget Page:
17

| | Fund 1 | Last Year | Current Year | | Budget |
|--|-----------|------------------|------------------|-------------------------|---|
| Account | Account # | Actual 2016-2017 | Budget 2017-2018 | Actual to February 2018 | Estimated Entire Year 2018-2019 Estimate |
| Operating Transfer to Water/Sewer | 1-00-4490 | \$0 | \$86,000 | \$86,000 | \$86,000 |
| Operating Transfer to Capital Projects | 1-00-4493 | \$0 | \$0 | \$0 | \$0 |
| Operating Transfer to CDBG | 1-00-4494 | \$0 | \$0 | \$0 | \$0 |
| Operating Transfer | 1-00-4495 | \$0 | \$0 | \$0 | \$0 |
| | | | | | |
| TOTALS: | | \$0 | \$86,000 | \$86,000 | \$86,000 |

**Town of Sawmills
Annual Budget Estimates - Expenditures**

**Fiscal Year: 2018-2019
General Fund - Interlocal Transfer**

Budget Page:
18

| | Fund 1 | Last Year | Current Year | | | Budget |
|----------------------------------|-----------|------------------|------------------|----------------------------|--------------------------|-----------------------|
| Account | Account # | Actual 2016-2017 | Budget 2017-2018 | Actual to February 2018 | Estimated Entire Year | 2018-2019 Estimate |
| Interlocal Trans Caldwell County | 1-20-4296 | \$280,000 | \$194,000 | \$194,000 | \$194,000 | \$194,000 |
| | | | | | | |
| TOTALS: | | \$280,000 | \$194,000 | \$194,000 | \$194,000 | \$194,000 |

Town of Sawmills
Annual Budget Estimates - Expense

Fiscal Year: 2018-2019
Utility Fund - Water Department

Budget Page:

19

| Account Name | Fund 2 | Last Year | Current Year | | | Budget |
|-------------------------------------|-----------|------------------|------------------|-------------------------|-----------------------|--------------------|
| | Account # | Actual 2016-2017 | Budget 2017-2018 | Actual to February 2018 | Estimated Entire Year | 2018-2019 Estimate |
| Wages | 2-80-4100 | \$69,706 | \$56,000 | \$30,329 | \$50,000 | \$70,000 |
| Overtime | 2-80-4101 | \$2,751 | \$3,000 | \$2,373 | \$3,600 | \$4,000 |
| Wages Part Time | 2-80-4102 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Employee Benefits | 2-80-4103 | \$32,140 | \$20,000 | \$12,807 | \$19,210 | \$35,000 |
| Workers Compensation | 2-80-4104 | \$4,250 | \$4,000 | \$1,792 | \$1,792 | \$5,000 |
| FICA & Medi Taxes | 2-80-4106 | \$5,525 | \$4,000 | \$2,501 | \$4,000 | \$6,000 |
| Professional Fee's Legal | 2-80-4119 | \$0 | \$0 | \$0 | \$0 | \$5,000 |
| Professional Fee's Engineer | 2-80-4120 | \$12,801 | \$25,000 | \$20,131 | \$25,000 | \$20,000 |
| Uniforms | 2-80-4125 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Equipment and Materials | 2-80-4129 | \$19,942 | \$10,000 | \$0 | \$0 | \$30,000 |
| Freight IN | 2-80-4130 | \$288 | \$250 | \$39 | \$50 | \$500 |
| Travel & Schools | 2-80-4131 | \$442 | \$1,000 | \$290 | \$400 | \$1,000 |
| Telephone | 2-80-4132 | \$577 | \$1,500 | \$420 | \$600 | \$1,500 |
| Utilities | 2-80-4133 | \$397 | \$1,500 | \$719 | \$1,100 | \$1,500 |
| Permits and Fees | 2-80-4134 | \$3,365 | \$4,500 | \$3,185 | \$4,000 | \$5,000 |
| Repairs & Maintenance | 2-80-4135 | \$33,162 | \$234,000 | \$180,473 | \$175,000 | \$150,000 |
| Postage | 2-80-4136 | \$6,176 | \$8,000 | \$3,503 | \$5,500 | \$8,000 |
| Printing | 2-80-4138 | \$5,387 | \$6,000 | \$3,331 | \$5,000 | \$10,000 |
| Unemployment Benefits | 2-80-4149 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Non Refundable Taxes Expense | 2-80-4150 | \$0 | \$100 | \$0 | \$0 | \$709 |
| Capital Outlay | 2-80-4151 | \$0 | \$123,000 | \$67,880 | \$67,880 | \$88,500 |
| Capital Reserve | 2-80-4152 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Bank Service Charge | 2-80-4170 | \$2,808 | \$4,000 | \$2,747 | \$3,000 | \$3,500 |
| Computer Expense | 2-80-4180 | \$255 | \$3,500 | \$0 | \$0 | \$400 |
| Prior Year Expenditures | 2-80-4199 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Fuel | 2-80-4225 | \$5,291 | \$7,000 | \$4,734 | \$5,500 | \$7,000 |
| Debt Service Payment-Cajah's Mtn W | 2-80-4270 | \$5,881 | \$5,881 | \$0 | \$5,881 | \$6,000 |
| Penalties and Interest | 2-80-4275 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Cash Over/Short | 2-80-4280 | \$28 | \$0 | \$42 | \$42 | \$100 |
| Allowance For Bad Debt | 2-80-4285 | \$3,372 | \$2,500 | \$0 | \$4,400 | \$5,000 |
| Miscellaneous Exp | 2-80-4295 | \$701 | \$1,500 | \$86 | \$150 | \$5,000 |
| Materials & Supplies | 2-80-4515 | \$12,517 | \$0 | \$12,168 | \$19,000 | \$25,000 |
| Water Purchases | 2-80-4558 | \$186,130 | \$260,000 | \$148,580 | \$225,000 | \$260,000 |
| Tech Support | 2-80-4560 | \$2,100 | \$2,500 | \$0 | \$2,100 | \$5,000 |
| Due from CIP Reserve | 2-80-4562 | \$0 | \$0 | \$0 | \$0 | \$86,000 |
| Contracted Services | 2-80-4760 | \$11,989 | \$16,500 | \$13,481 | \$20,000 | \$25,000 |
| Transfer to CDBG Operating Transfer | 2-80-4999 | | \$0 | | | |
| TOTALS: | | \$427,981 | \$804,231 | \$491,591 | \$648,205 | \$869,709 |

Town of Sawmills
Annual Budget Estimates - Expense

Fiscal Year: 2018-2019
Utility Fund - Sewer Department

Budget Page:
20

| Account Name | Fund 2 | Last Year | Current Year | | | Budget |
|------------------------------|-----------|------------------|------------------|-------------------------|-----------------------|--------------------|
| | Account # | Actual 2016-2017 | Budget 2017-2018 | Actual to February 2018 | Estimated Entire Year | 2018-2019 Estimate |
| Wages | 2-90-4100 | \$27,711 | \$31,500 | \$19,177 | \$29,000 | \$32,500 |
| Overtime | 2-90-4101 | \$1,776 | \$2,000 | \$1,494 | \$2,241 | \$2,000 |
| Wages Part Time | 2-90-4102 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Employee Benefits | 2-90-4103 | \$11,625 | \$12,000 | \$7,965 | \$12,000 | \$13,000 |
| Workers Compensation | 2-90-4104 | \$1,013 | \$1,500 | \$1,500 | \$1,500 | \$1,500 |
| FICA & Medi Taxes | 2-90-4106 | \$2,256 | \$2,500 | \$1,582 | \$2,373 | \$2,500 |
| Professional Fee's Legal | 2-90-4119 | \$262 | \$0 | \$0 | \$0 | \$6,000 |
| Professional Fee's Engineer | 2-90-4120 | \$36,651 | \$50,000 | \$10,723 | \$120,000 | \$10,000 |
| Uniforms | 2-90-4125 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Equipment and Materials | 2-90-4129 | \$0 | \$2,000 | \$0 | \$0 | \$4,000 |
| Freight IN | 2-90-4130 | \$0 | \$250 | \$385 | \$500 | \$500 |
| Travel & Schools | 2-90-4131 | \$198 | \$500 | \$0 | \$200 | \$500 |
| Telephone | 2-90-4132 | \$2,081 | \$2,100 | \$1,289 | \$2,100 | \$2,200 |
| Utilities | 2-90-4133 | \$9,081 | \$9,300 | \$6,315 | \$9,400 | \$10,000 |
| Permits and Fees | 2-90-4134 | \$1,290 | \$600 | \$180 | \$300 | \$1,000 |
| Repairs & Maintenance | 2-90-4135 | \$16,788 | \$31,000 | \$8,248 | \$13,000 | \$30,000 |
| Unemployment Benefits | 2-90-4149 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Non Refundable Taxes Expense | 2-90-4150 | \$204 | \$200 | \$0 | \$115 | \$200 |
| Capital Outlay | 2-90-4151 | \$194 | \$0 | \$115 | \$0 | \$27,000 |
| Capital Reserve | 2-90-4152 | \$0 | \$86,000 | \$0 | \$86,000 | \$0 |
| Prior Year Expenditures | 2-90-4199 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Allowance For Bad Debt | 2-90-4285 | \$1,941 | \$1,000 | \$0 | \$850 | \$2,000 |
| Miscellaneous Exp | 2-90-4295 | \$5 | \$1,000 | \$88 | \$100 | \$1,000 |
| Materials & Supplies | 2-90-4515 | \$1,245 | \$2,000 | \$1,310 | \$2,000 | \$1,500 |
| Contracted Services | 2-90-4760 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Sewer Charges | 2-90-4558 | \$15,262 | \$20,000 | \$17,581 | \$40,000 | \$100,000 |
| Sewer Easements/RoW | 2-90-4800 | \$0 | \$0 | \$0 | \$0 | \$0 |
| TOTALS: | | \$129,583 | \$256,450 | \$77,932 | \$321,479 | \$247,400 |

AGENDA ITEM 8B

MEMO

DATE:

May 15, 2018

SUBJECT:

Financial Matters:
Approve Proposed
Contract Renewal with
Western Piedmont
Council of Governments

Discussion:

The current contract with the Western Piedmont Council of Governments (WPCOG) for planning services will expire on June 30, 2018 and will need to be renewed. If renewed, the enclosed contract will be effective starting July 1, 2018 and ending June 30, 2019.

The amount of the contract will not exceed twenty-three thousand twenty dollars (\$23,020.00) and will be billed in equal twelve (12) monthly payments of one thousand nine hundred eighteen dollars and thirty-three cents (\$1,918.33). This expenditure is included in the FY 2018-2019 budget.

Recommendation:

Staff recommends Council discuss this matter and decide how they wish to proceed.

AGREEMENT BETWEEN THE
WESTERN PIEDMONT COUNCIL OF GOVERNMENTS AND
THE TOWN OF SAWMILLS
FOR THE PROVISION OF
TECHNICAL PLANNING ASSISTANCE:
JULY 1, 2018 – JUNE 30, 2019

This **AGREEMENT**, entered into on the first day of July, 2018, by and between the Western Piedmont Council of Governments (hereinafter referred to as the "Planning Agency") and the Town of Sawmills, North Carolina (hereinafter referred to as the "Local Government"); **WITNESSETH THAT:**

WHEREAS, the Planning Agency is empowered to provide technical assistance by the North Carolina General Statutes and by resolution passed by the Planning Agency on April 17, 1972. Technical assistance shall consist of the provisions of services as described in Attachment A, which is herein made part of this Contract;

WHEREAS, the Local Government has requested the Planning Agency to provide such technical assistance to the Local Government and;

WHEREAS, the Planning Agency desires to cooperate with the Local Government in every way possible to the end that the proposed activities are carried out in an efficient and professional manner;

NOW, THEREFORE, the parties hereto do mutually agree as follows:

1. **Personnel.** That during the period of this Contract, the Planning Agency will furnish the necessary trained personnel to the Local Government.
2. **Travel/Printing.** The Local Government will pay for expenses related to conferences, conventions, seminars, local travel, etc. of the personnel when the Local Government requests or approves travel related to the Local Government's planning program, or if it is beneficial to both parties, the costs will be shared on an agreed-upon ratio. The Local Government will also pay for expenses related to printing of report(s), mailings to advisory boards, and other costs not related to normal travel and staffing costs associated with personnel furnished by the Planning Agency.
3. **Compensation.** That for the purpose of providing funds for carrying out this Contract, the Local Government will pay the Planning Agency a fee not to exceed **\$23,020.00** (twenty-three-thousand, twenty dollars) during the period beginning July 1, 2018 and ending June 30, 2019. These fees will be billed in equal monthly payments of **\$1,918.33** (one-thousand, nine-hundred eighteen dollars and thirty-three cents).

4. **Termination/Modifications.** The Local Government may terminate the Contract by giving the Planning Agency a thirty-day written notice. Furthermore, if there is a need to amend the proposal outlined in Attachment A, either party may do so with the written consent of the other.
5. **Time of Performance.** The Planning Agency shall ensure that all services required herein shall be completed and all required reports, maps, and documents submitted during the period beginning July 1, 2018 and ending June 30, 2019.
6. **Interest of Members, Officers, or Employees of the Planning Agency, Members of the Local Government, or Other Public Officials.** No member, officer, or employee of the Planning Agency or its agents; no member of the governing body of the locality in which the program is situated; and no other public official of such locality or localities who exercises any functions or responsibilities with respect to the program during his or her tenure or for one year thereafter, shall have any financial interests, either direct or indirect, in any contract or subcontract, or the proceeds thereof, for work to be performed in connection with the program assisted under this Agreement. Immediate family members of said members, officers, employees, and officials are similarly barred from having any financial interests in the program. The Planning Agency shall incorporate, or cause to be incorporated, in all such contracts or subcontracts, a provision prohibiting such interest pursuant to the purpose of this section.
7. **Nondiscrimination Clause.** No person in the United States shall on the grounds of race, color, national origin, or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination with any program or activity funded in whole or in part with funds available under the Housing and Development Act of 1974, Section 109.
8. **Age Discrimination Act of 1975, as amended.** No qualified person shall on the basis age be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination under any program or activity which receives benefits from federal financial assistance.
9. **Section 504, Rehabilitation Act of 1973, as amended.** No qualified handicapped person shall, on the basis of handicap be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity which receives or benefits from federal financial assistance.

IN WITNESS WHEREOF, the Planning Agency and the Local Government have executed this Agreement as of the date first above written.

LOCAL GOVERNMENT:
TOWN OF SAWMILLS

PLANNING AGENCY:
WESTERN PIEDMONT COUNCIL OF
GOVERNMENTS

By: _____
Mayor

By: _____
Executive Director

Attest: _____
Town Clerk

By: _____
Chairman

Preaudit Statement:

This instrument has been preaudited in the manner prescribed by the Local Government Budget and Fiscal Control Act.

By: _____
Local Government Financial Officer

ATTACHMENT A
TOWN OF SAWMILLS
TECHNICAL PLANNING ASSISTANCE:
JULY 1, 2018 – JUNE 30, 2019
WORK PROGRAM / BUDGET

The following work program and budget are presented as descriptive of the work and dollar amounts called for in the agreement concerning planning activities by the Western Piedmont Council of Governments for the Town of Sawmills. The product(s) of the planning activities shall be:

WORK PROGRAM

1. Code Administration

Assistance in the administration of the Town's Zoning Ordinance and Subdivision Regulations will be provided. Planning advice and staff memoranda and recommendations will be provided to the Town Council, Town Administrator, Town Attorney, Planning Board, and Board of Adjustment. Some examples of duties include staff administration of zoning permits, rezoning applications and hearings, Board of Adjustment applications and hearings, site plan reviews, and subdivision reviews and zoning map updates. Technical assistance will be provided with Code Enforcement on an "as needed" basis.

2. Other Duties as Directed by Town Administrator or Town Council

It is understood that priority changes and/or substitutions may be made by the Town Manager or Town Council as needed to include work in such areas as annexation, extraterritorial zoning, or other planning-related topics, not to exceed the dollar/time/travel amount of this contract.

BUDGET

The contract budget – including all salaries, fringe benefits, travel expenses and indirect costs – totals **\$23,020.00** to be billed in twelve equal payments of **\$1,918.33** starting July, 2018.

AGENDA ITEM 8C

MEMO

DATE:

May 15, 2018

SUBJECT:

Financial Matters:
Budget Ordinance
Amendment

Discussion:

Please find attached a budget ordinance amendment for fiscal year 2017-2018.

The amendment increases eighty-six thousand dollars (\$86,000.00) to the Capital Improvement Project Reserve and decreases eighty-six thousand dollars (\$86,000.00) from the Utility Fund to cover expenses for future projects.

Recommendation:

Staff recommends Council approve the budget ordinance amendment in the amount of eighty-six thousand dollars (\$86,000.00) to the Capital Improvement Project Reserve and decreases eighty-six thousand dollars (\$86,000.00) from the Utility Fund to cover expenses for future projects.

TOWN OF SAWMILLS
BUDGET ORDINANCE AMENDMENT

Be it Ordained by the Town Council of the Town of Sawmills, Caldwell County, North Carolina, that the following Amendment to the Budget Ordinance for Fiscal Year 2017-2018 be hereby adopted.

Now, Therefore, Be It Resolved, that the following Amendment for the fiscal year be made to the budget for the fiscal year ended June 30, 2018.

| <u>Description</u> | <u>Account Number</u> | <u>Decrease</u> |
|---------------------|--|-----------------------------|
| Utility Fund | 2-00-1001 Cash | \$86,000 |
| | 2-90-4152 Transfer to Capital Projects | \$86,000 |
| Capital Improvement | 7-00-1001 Cash | <u>Increase</u> \$86,000 |
| Project Reserve | 7-00-3850 Capital Contributions | \$86,000 |

Explanation: Transferring the funds from the Utility Fund to Capital Reserve Funds for future projects.

This Amendment now Adopted this the _____ day of May, 2018.

Approved:

Mayor, Town of Sawmills

Finance Officer, Town of Sawmills

ATTEST:

APPROVED TO FORM:

Town Clerk

Town Attorney

This instrument has been preaudited in the manner required by the Local Government budget and Fiscal Control Act.

AGENDA ITEM 9A

MEMO

DATE:

May 15, 2018

SUBJECT:

Planning Matters:
Board of Adjustment
Reappointments

Discussion:

There are two (2) seats on the Board of Adjustment Committee that expire June of this year and a vacant alternate seat. Todd Hess, a regular Board of Adjustment member, has agreed to serve another term. Jane Church, a regular ETJ Board of Adjustment member, has declined to serve.

Also, with the election of Mayor Johnnie Greene, there is an empty alternate seat on the Board of Adjustment.

Recommendation:

Staff recommends Council reappoint Todd Hess to serve another term on the Board of Adjustment and recommend a regular ETJ Board of Adjustment member and an alternate Board of Adjustment member.

AGENDA ITEM 11A

MEMO

DATE:

May 15, 2018

SUBJECT:

Updates:
Code Enforcement
Monthly Report

Discussion:

The attached report shows the progress that the Town of Sawmills Planner Becca Bleich continues to make throughout the town.

Recommendation:

No Council action required.

Code Enforcement Report
May 2018

| Property Owner | Property Address | Issue | Status |
|---|----------------------|--|---|
| Teresa Annas Compton | 4476 Sawmills Sch Rd | dilapidated house | I believe Council can now vote to move forward with contracting out abatement efforts (Demo & Removal), and require reimbursement in the form of a lien on the property on this case. Will have to defer to Christopher and/or Attorney Terry Taylor. |
| Carolyn Bray/Robyn Brittan | 2570 Bakers Cir | abandoned mobile home | In order to move forward, a final NOV packet from Attorney to set a hearing date will be needed before Town can contract out the abatement efforts (Demo & Removal), and require reimbursement in the form of a lien on the property. |
| John "Jody" McRary | 1956 Jody Drive | freight container as storage structure | Christopher and Mr. McRary have agreed on a place for relocating the shipping container. Town has determined which transport service will be utilized. Will have to defer to Christopher on a timeframe for relocation. |
| Jose Montes | 4321 Cherokee Court | no proper driveway, zoning code issue | Spot checked 4/4/18. One car in cul-de-sac. Still no proper driveway ever installed. Letter sent on 4/4/18 giving owner 30 days to install a driveway. |
| Janice Griffin, Trustee of Iona Griffin | 2148 Oaktree Lane | abandoned, partially burned apartment building | Spoke with lead contractor, Lewis Miller, of Lewis Miller Construction on 3/8/18. Still awaiting report from structural engineer to determine what's salvageable of what remains of the burnt structure. Once cleared to begin reconstruction, Mr. Miller anticipates 6 to 8 months for completion. Will continue to monitor. |
| Brittany Dills | 4680 Sawmills Rd | overgrown vegetation | Spot checked 4/18/18. Property was mowed without intervention from the town. Case closed. |
| Jane Greene | 4446 Villa Lane | outdoor storage encroaching on neighbor | Reviewed property on 4/18/18. Brush pile in rear yard needs to be removed and tarp in carport needs to be replaced. Letter sent 4/18/18. Deadline 5/3/18. Staff will continue to monitor property and research necessary resolutions. |
| Grant and Jamie Moretz | 4515 Betts Street | livestock (goats) in platted subdivision | Verified complaint, and sent NOV to landowner of rental property. Deadline 4/5/18. |
| John Wilcox | Janette's Way Lot 6 | overgrown vegetation | Spot checked 4/18/18. Grass is overgrown. Letter sent 4/18/18. Deadline 5/3/18. |
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