

Mr. Lockhart said he wasn't unsure, and that would have to be a discussion made with Ashley Cagle and Matthew Woodard.

**Mayor/Commissioner/Department Head Reports**

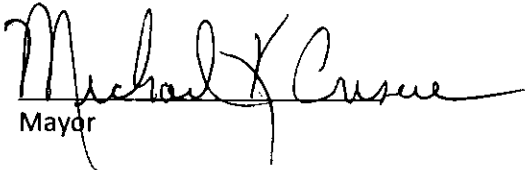
Commissioner Blake said he and County Commissioner Jackie Morris attended the groundbreaking for the new Council of Government office building in Kernersville. He also said he would be attending a three day work shop in Winston-Salem. He also said that Grede gave a \$5,000 donation to the Fire Department.

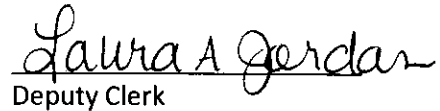
Commissioner Beard thanked the Police Chief and others for starting the Explorer Scout Group.

Town Manager Brooks Lockhart asked the Board to help promote the 8K Dash and Splash on Memorial Day Weekend.

**Adjournment**

There being no further business to bring before the Board, Commissioner Beard made the motion to adjourn, and Mayor Pro-tem Smith made the second. All voted in favor. Meeting adjourned at 8:15 p.m.

  
Mayor

  
Deputy Clerk

**TOWN OF BISCOE  
BOARD OF COMMISSIONERS MEETING  
June 27, 2013**

A Special meeting of the Town of Biscoe Board of Commissioners was held on June 27, 2013 at 6:30 p.m. The purpose of the meeting was to approve a year-end budget amendment, to hold a Public Hearing for the Town of Biscoe 2013-2014 Fiscal Year Budget, and to approve the Town of Biscoe 2013-2014 Fiscal Year Budget.

Present were: Mayor Michael Criscoe, Commissioners Jimmy Blake, Gene Anderson, John Beard, Jimmy Cagle, Town Manager Brooks Lockhart and Town Clerk Laura Morton. Absent was: Mayor Pro-tem Jerry Smith.

**Call to Order**

Mayor Criscoe called the meeting to order.

**Budget Amendments for Fiscal Year 2012-2013**

A motion was made by Commissioner Blake, seconded by Commissioner Cagle, and so the motion carried unanimously to approve the following Budget Amendment 1, Budget Amendment 2 (optional if needed), and Budget Amendment 3 (optional if needed):

**ORDINANCE ADOPTING THE BUDGET OF  
THE TOWN OF BISCOE  
FOR FISCAL YEAR 2012-2013**

**AMENDMENT 1**

The Financial Officer recommends the

following:

Increase the following budget line items by the amount shown:

Acct #	Department	Acct Name
10-3832-100	General Revenues	Fire Dept. Donations
10-3832-000	General Revenues	Music in the Park (former Palooza)
10-3833-820	General Revenues	Veteran's Monument Donations*
10-3833-840	General Revenues	Donations
10-3991-000	General Revenues	Fund Balance Appropriation
		<b>Total Increase in General Revenues</b>
10-4120-450	Administration	Insurance and Bonding
10-4260-354	Building and Grounds	Beautification Projects
104340-991	Fire Department	Contingency
10-4340-999	Fire Department	Fire Dept. Checking
10-6120-290	Parks and Recreation	Dept. Supplies
10-6120-299	Parks and Recreation	Chemicals
10-6120-499	Parks and Recreation	Miscellaneous
10-6120-991	Parks and Recreation	Contingency
		<b>Total Increase of General Expenditures</b>
		Balanced Transaction-General Fund
73-3431-000	Leo Separation Trust	Municipal Contribution
		<b>Total Increase in Leo Revenues</b>
72-4300-121	Leo Separation Trust	LEO Benefits
		<b>Total Increase in Leo Expenditures</b>
		Balanced Transaction-General Fund

Respectfully submitted the 27th day of June,  
2013

Brooks Lockhart  
Town Manager

**ORDINANCE ADOPTING THE BUDGET OF  
THE TOWN OF BISCOE  
FOR FISCAL YEAR 2012-2013**

**AMENDMENT 2**

The Financial Officer recommends the  
following:

Increase the following budget line items by the amount shown:

Acct #	Department	Acct Name	Amount
<b>Revenue</b>			
21-3991-000	Capital Reserve	Fund Balance Appropriation	\$84,457
<b>Expenditure</b>			
21-9810-200	Capital Reserve	Transfer to Capital Project-OSFM- 51 and 54	\$84,457
		<b>Overall Change in Capital Reserve</b>	<b>\$84,457</b>

Respectfully submitted the 27th day of June,  
2013  
Brooks Lockhart  
Town Manager

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**ORDINANCE ADOPTING THE BUDGET OF  
THE TOWN OF BISCOE  
FOR FISCAL YEAR 2011-2012**

**AMENDMENT 3**

The Financial Officer recommends the following:

Increase the following budget line items by the amount shown:

Acct #	Department	Acct Name	Amount
<b>Revenue</b>			
60-9810-055	Water and Sewer	Fund Balance Appropriation	\$1,126,854
<b>Expenditure</b>			
60-9810-055	Water and Sewer	Transfer to Golden Leaf**	\$1,126,854
<b>Overall Change in Capital Reserve</b>			<b>\$1,126,854</b>

Respectfully submitted the 27th day of June,  
2013  
Brooks Lockhart  
Town Manager

*\*\*Transfer to Golden LEAF would be receivable on line 55-3986-980*

**Public Hearing for the Town of Biscoe 2013-2014 Fiscal Year Budget**

Mayor Criscoe recessed the regular session and called to order the Public Hearing for the Town of Biscoe 2013-2014 Fiscal Year Budget. Town Manager Brooks Lockhart said our Fiscal Year 2013-2014 Budget is larger than last fiscal year because of items budgeted in Powell Bill and repairs to the sewer system. No one spoke during the public hearing.

A motion was made by Commissioner Beard, seconded by Commissioner Anderson, and so the motion carried unanimously to close the public hearing and reconvene the regular session.

**Approval of the Town of Biscoe 2013-2014 Fiscal Year Budget**

A motion was made by Commissioner Beard, seconded by Commissioner Blake, and so the motion carried unanimously to close the public hearing and reconvene the regular session.

**Public Forum**

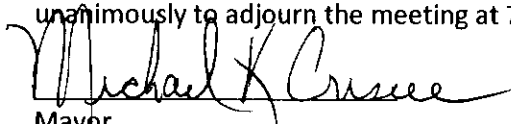
Commission Blake said the Summer Tennis program is going well.

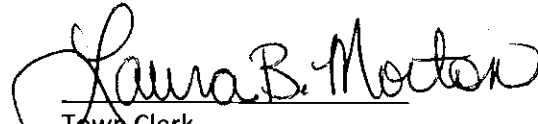
**Clean Water Management Trust Fund Grant**

A motion was made by Commissioner Beard, seconded by Commissioner Cagle to and to the motion carried unanimously to approve the signing of the contract.

#### **Adjournment**

A motion was by Commissioner Beard, seconded by Commissioner Cagle, and so the motion carried unanimously to adjourn the meeting at 7:00 p.m.

  
Mayor

  
Town Clerk

**TOWN OF BISCOE  
BOARD OF COMMISSIONERS MEETING  
July 8, 2013**

The Town of Biscoe Board of Commissioners met in a regular session on July 8, 2013 at 7:00 pm in the Municipal Building.

Present were: Mayor Michael Criscoe, Mayor Pro-Tem Jerry Smith, Commissioners, Gene Anderson, Jimmy Blake, John Beard, and Jimmy Cagle. Town Manager Brooks Lockhart and Town Clerk Laura Morton were also present.

#### **Call to Order**

Mayor Michael Criscoe called the meeting to order at 7:00 pm.

#### **Consent Agenda**

A motion was made by Mayor Pro-Tem Smith, seconded by Commissioner Anderson, and so the motion carried unanimously to approve the following consent agenda items:

1. Approval of Minutes 06.10.13
2. Approval of Minutes 06.27.13
3. Approval of the Amended Minutes 02.11.13
4. June Monthly Financial Report

*\*Town Clerk Laura Morton informed to the Board that with the new software conversion, the accounts have not been reconciled monthly as before because of changes. The software company is working on getting the conversion amounts correct so bank reconciliations can be caught up and back on schedule to be done monthly.*

#### **Presentation to the Fraternal Order of Police and the Explorers**

Mayor Criscoe presented a check in the amount of \$2,638.18 to Phillip Chappell, Vice President of the Fraternal Order of Police. The money donated to the FOP/Explorer Group was proceeds from the Town's 8K Dash n Splash on Memorial Day Weekend.

#### **Project Updates**

Town Manager Brooks Lockhart provided the following updates:

#### **Sewer to the Megapark**

At the time of our July meeting we have not had our monthly review meeting for June. June has been an extremely wet month for us. It is with some level of certainty that we will have numerous

rain days granted for June. These allowed dates will impact the project completion date. Fortunately, we had budgeted in a month worth of additional time for completion of this project and we anticipate not having any trouble with the granting agency. We have been working on resolving the easement concern noted on last month's agenda. We hope to have it resolved within the next week or two.

### **Major Sewer Projects**

Per the direction of the board at our June meetings, staff has been reviewing our options to secure loans to make our match for the CWMTF grant and for our I&I repairs.

The Clean Water Management State Revolving Loan Fund has an application deadline for each quarter; the most recent was July 1st. These were the funds recommended for use on our I&I project. This recommendation seems to fit the scope of this project best. We need to move forward with the CWMTF grant immediately; staff is still reviewing options. We may need to hold an additional meeting prior to our August meeting to make a decision.

### **Public Hearing (1<sup>st</sup> Public Hearing) – Skyfall Community Block Development Grant**

A motion was made by Commissioner Anderson, seconded by Mayor Pro-tem Smith, and so the motion carried unanimously to recess the regular session and call to order the Public Hearing for the Skyfall Community Block Development Grant.

Mayor Criscoe said the purpose of tonight's public hearing will be to discuss the Town's intent to submit grant applications for Community Development Block Grant funds, which may include those grants as administered by the North Carolina Department of Commerce – Division of Community Assistance and Commerce Finance Center. Submission of CDBG grant applications require two (2) public hearings. Tonight's public hearing is a 1<sup>st</sup> public hearing and will be applicable for all CDBG programs for a 12 month period. Before a CDBG application can be submitted the Town will be required to hold a 2<sup>nd</sup> public hearing to disclose the type of CDBG funding that will be applied for and a description of the proposed project.

No one spoke during the public hearing. A motion was made by Commissioner Anderson, seconded by Mayor Pro-tem Smith, and so the motion carried unanimously to close the public hearing and reconvene the regular session.

### **2<sup>nd</sup> Public Hearing Set**

A motion was made by Commissioner Anderson, seconded by Commissioner Blake, and so the motion carried unanimously to set the 2<sup>nd</sup> Public Hearing for the Skyfall Community Block Development Grant for July 29.

### **Public Forum**

No one from the public spoke during the public forum.

Commissioner Blake said it is nice to have five buses pull up to the pool. He said this rainy summer has affected the pool. He said there have been 15-18 people show up for Tennis for the Tennis Program until last week, which was the week of the 4<sup>th</sup>, the numbers were down. This week the numbers are back up. Mr. Blake said there is a lot of activity in the park even with the rainy weather. He said the county is working on moving the old trailer on Odessa Drive, which is a positive thing because that is a good piece of marketable property. He also thanked Grede.