

TOWN OF BISCOE
BUDGET ORDINANCE

Ordinance No. 161701

BE IT ORDAINED by the Board of Commissioners of the Town of Biscoe, North Carolina that the following anticipated fund revenues and departmental expenditures together with a certain Fee Schedule, and with certain authorizations, are hereby appropriated and approved for the operation of the Town Government and its activities for the Fiscal Year beginning July 1, 2016 and ending June 30, 2017, in accordance with the chart of accounts heretofore established for this Town:

Summary

General Fund	\$ 1,392,738
Water / Sewer Fund	\$ 999,505
Powell Bill Fund	\$ 53,792
Law Enforcement Separation Fund	\$ 22,654
Total Budget	\$ 2,468,689

Section 1. General Fund

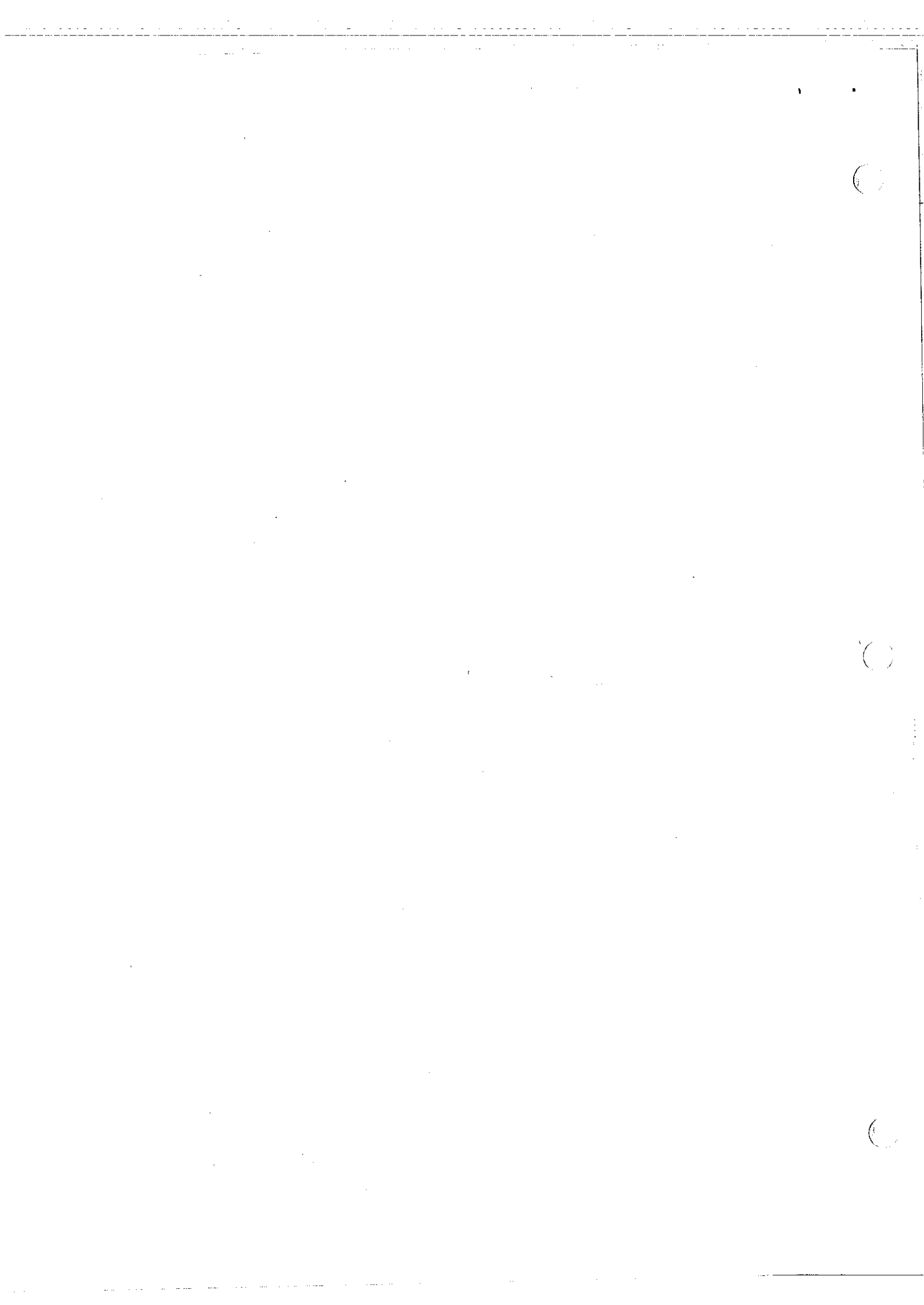
Expenditures

ACCOUNT	DEPARTMENT	APPROPRIATION
4110	Governing Board	\$ 11,594
4120	Administration	\$ 312,478
4150	Legal	\$ 40,500
4260	Buildings and Grounds	\$ 73,300
4310	Police	\$ 514,963
4340	Fire	\$ 70,610
4500	Streets	\$ 231,750
6120	Parks and Recreation	\$ 137,543
	Total Appropriations	\$ 1,392,738

Revenues

It is estimated that the following revenues will be available in the General Fund for the Fiscal Year beginning July 1, 2016 and ending June 30, 2017:

TOWN OF BISCOE
OFFICIAL RECORD



DESCRIPTION	AMOUNT
Ad Valorem Taxes	\$ 669,820
Rental Vehicle Taxes	\$ 100
Telecomm Sales Tax	\$ 11,904
Sales Tax Distribution	\$ 310,838
ABC Revenues	\$ 650
Solid Waste Disposal Tax	\$ 927
Wine & Beer Tax	\$ 7,775
Utility Franchise Tax	\$ 213,976
Video Programming	\$ 5,130
Sales Tax Refund	\$ 10,000
Gasoline Tax Refund	\$ 3,000
Zoning Permits	\$ 1,000
Court Fees	\$ 2,500
DSM Revenues	\$ 2,000
Cemetery Revenues	\$ 2,500
Park Fees	\$ 20,000
Softball Leagues	\$ 4,500
Concessions	\$ 5,000
Extra Garbage Cans	\$ 1,500
Investment Earnings	\$ 375
Interest Income	\$ 375
Donations	\$ 1,000
Transfer/Capital Reserve	\$ 50,000
Fund Balance Appropriated	\$ 67,868
Total Estimated Revenues	\$ 1,392,738

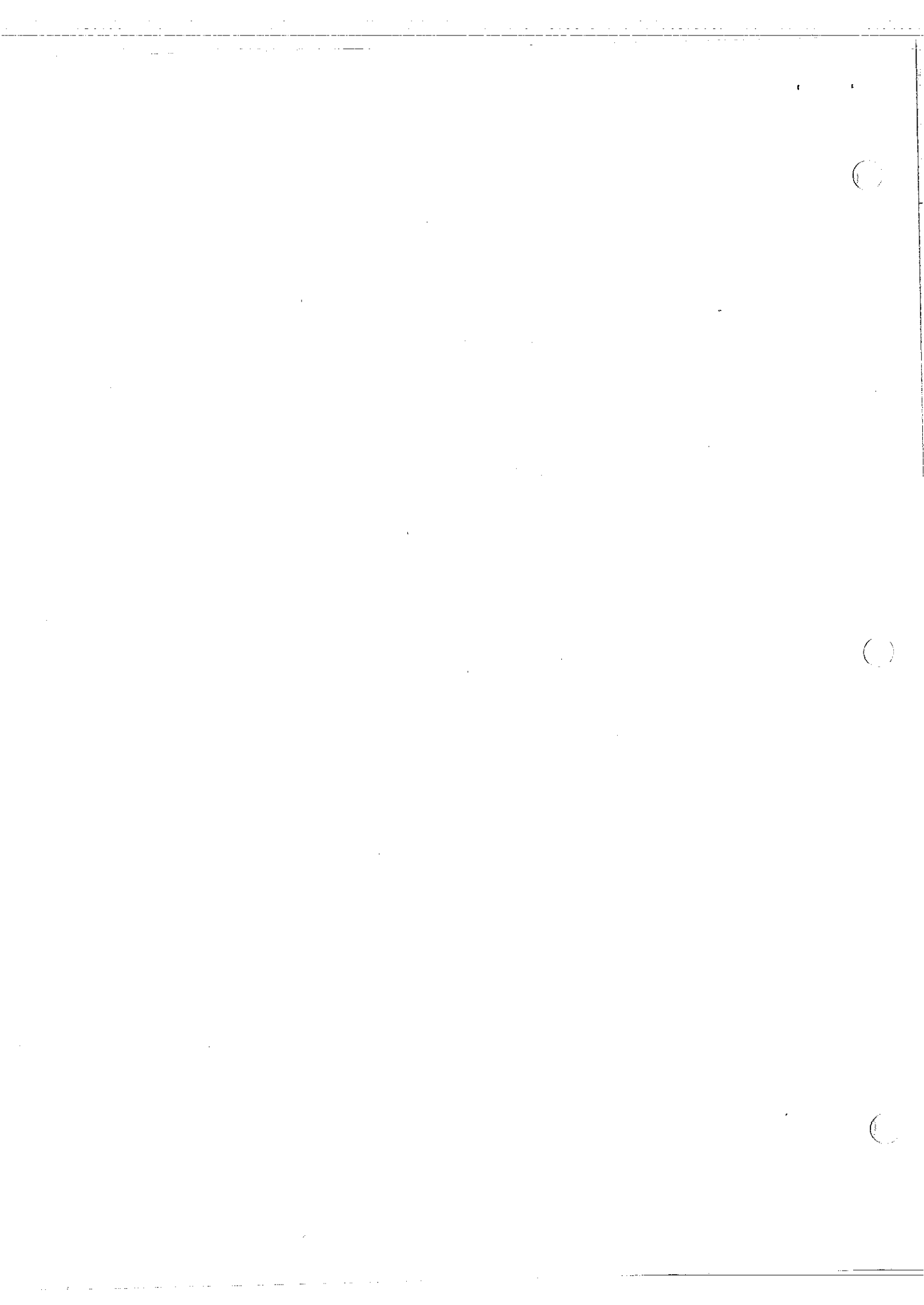
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There is hereby levied a tax at the rate of fifty-six cents (\$0.56) per one hundred (\$100) valuation of property as listed for taxes as of January 1 for the purpose of raising the revenue listed as " Ad Valorem Taxes" in the General Fund in Section 1 of this ordinance. This rate is based on a total valuation of property for the purposes of taxation of \$118,144,351, and an estimated rate of collection of 97.5%.

Section 4: Water / Sewer Fund

Revenues

DESCRIPTION	AMOUNT
Sales, Services, and Fees	\$ 933,823
Investment Earnings	\$ 1,000
Sale of Fixed Assets	\$ 500
Fund Balance Appropriated	\$ 64,182
Total Estimated Revenues	\$ 999,505



Expenditures

DESCRIPTION	APPROPRIATIONS
Water / Sewer Operations	\$ 818,945
Debt Service	\$ 140,560
Capital Outlay	\$ 40,000
Total Appropriations	\$ 999,505

Section 5. Powell Bill Fund

DESCRIPTION	APPROPRIATIONS
Revenues	\$ 53,792
Expenditures	\$ 53,792

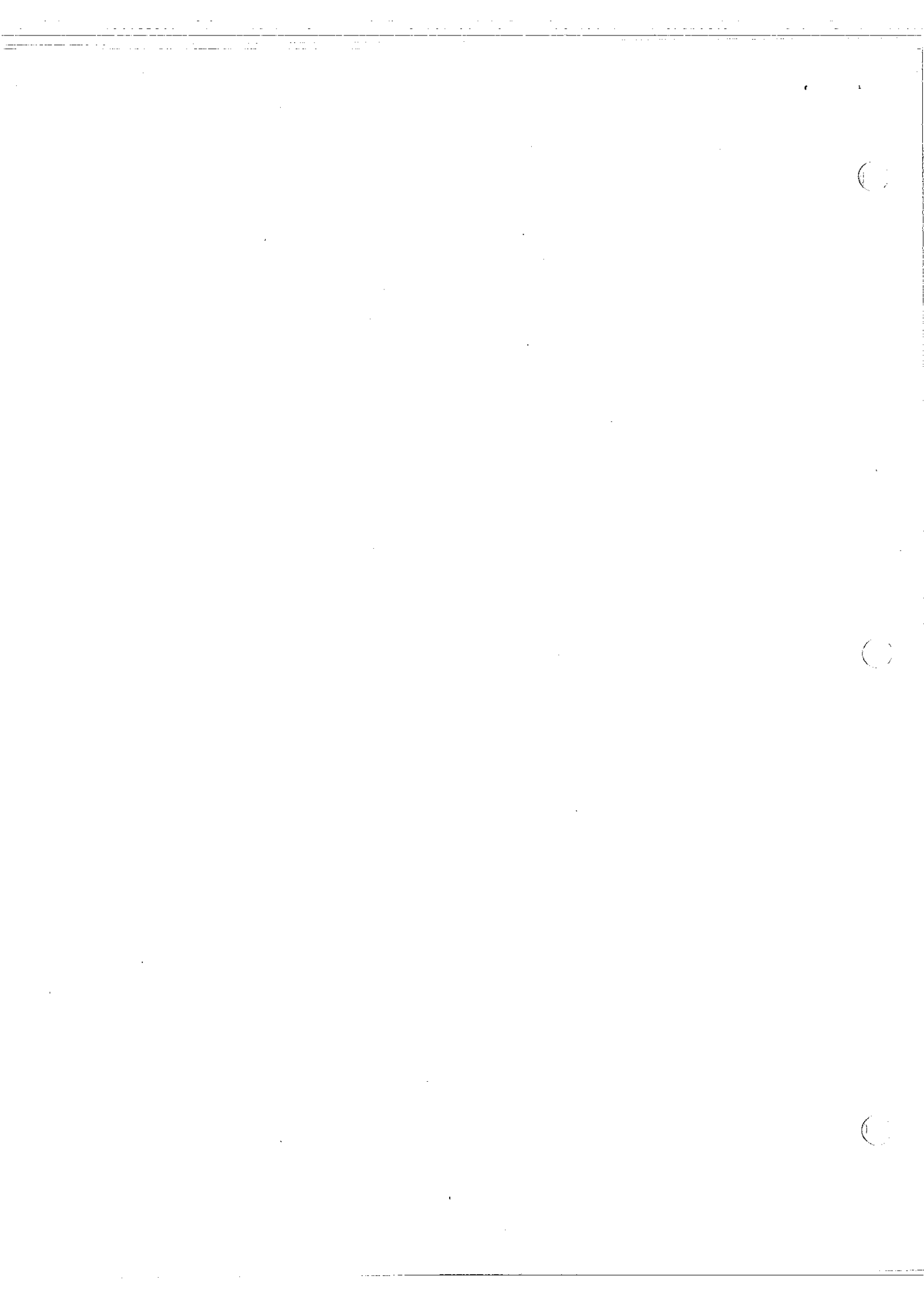
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DESCRIPTION	APPROPRIATIONS
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FINGERPRINTS	\$	10.00
WRECK REPORT FEES	\$	5.00
ALL OTHER POLICE REPORTS	\$	5.00



Water & Sewer

Water & Sewer (Residential Rates)

Inside City Limits

First 2000 Gallons (Minimum Charge)	\$ 10.00	Per 1000 gallons
Each additional 1000 Gallons	\$ 5.50	Per 1000 gallons
Sewer	100%	of water used

Outside City Limits

First 2000 Gallons (Minimum Charge)	\$ 20.00	Per 1000 gallons
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NCGS 160A-314.(a)		

Water & Sewer (Commercial Rates)

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Planning & Zoning Fees

CONDITIONAL USE PERMIT	\$ 200.00
MAPS	\$ 1.00
REZONING APPLICATION	\$ 300.00
ZONING BOOKS	\$ 10.00
ZONING PERMIT	\$ 25.00

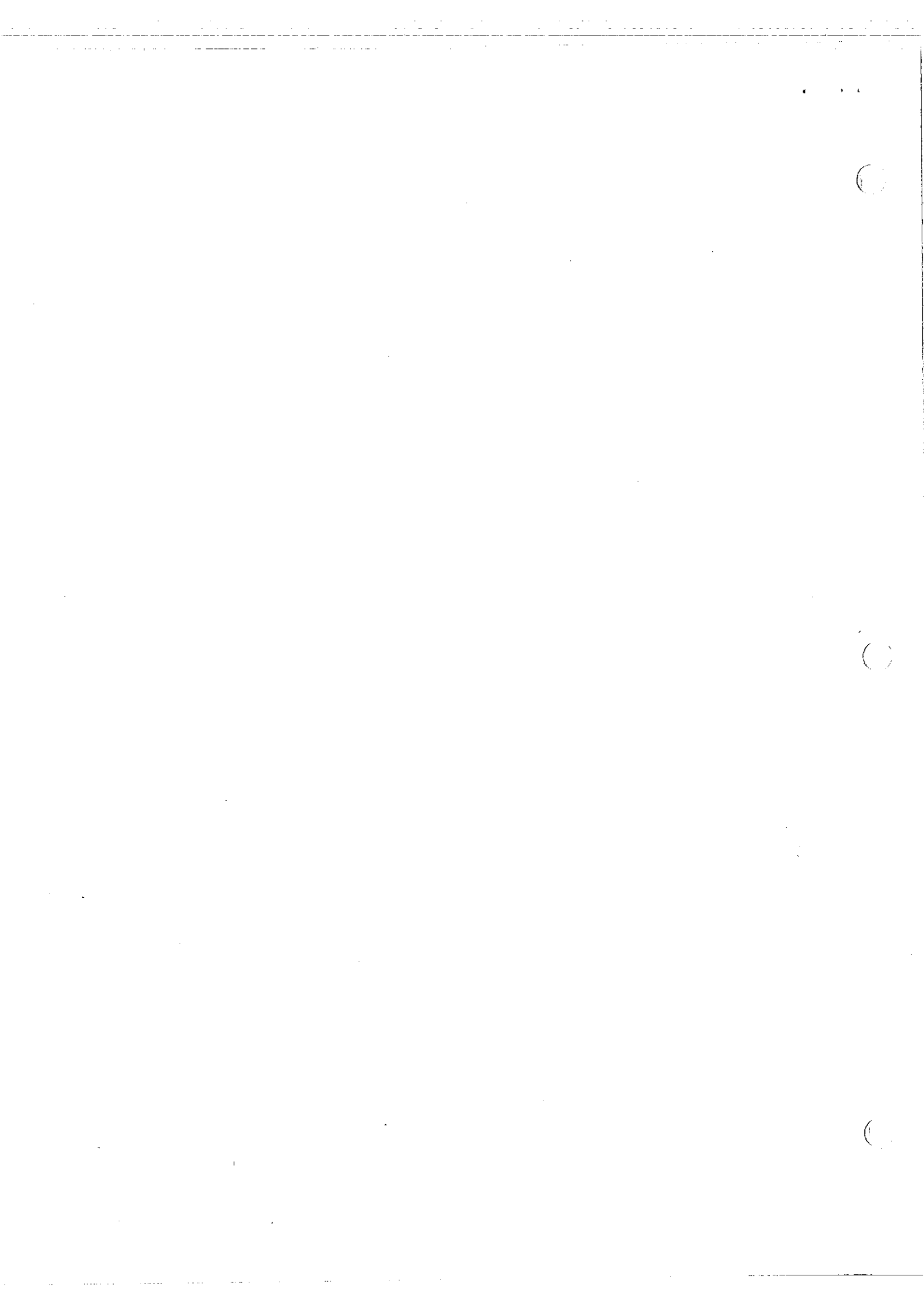
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Section 8. Special Authorizations – Budget Officer

- A. The Budget Officer shall be authorized to reallocate appropriations within departments, and among the various line accounts not organized by departments, as deemed necessary.
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- C. Inter-fund transfers, established in the Budget Ordinance, may be accomplished without additional approval from the Town Board.
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Section 9. Restrictions – Budget Officer

- A. Inter-fund transfer of monies, except as noted in Section 8, shall be accomplished by Town Board authorizations only.
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- C. Per state General Statutes the Town shall maintain an eight percent (8%) fund balance at all times.

Section 10. Budget Amendments

- A. The North Carolina Local Government Budget and Fiscal Control Act allows the Town Commissioners to amend the Budget Ordinance any time during the fiscal year, so long as it complies with the North Carolina General Statutes. The Town Commissioners must approve all budget amendments.

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The finance and purchasing personnel shall establish and maintain all records, which are in accordance with the Budget Ordinance, and the appropriate statutes for the State of North Carolina.

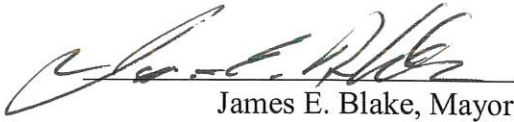
Section 12. Effective Date of Salary Changes

Any salary changes for Town Employees shall begin the first full payroll in the new fiscal year.



Adopted this 13th day of June 2016 in Biscoe, North Carolina.

Biscoe, North Carolina



James E. Blake, Mayor



ATTEST:



Laura Morton, Town Clerk

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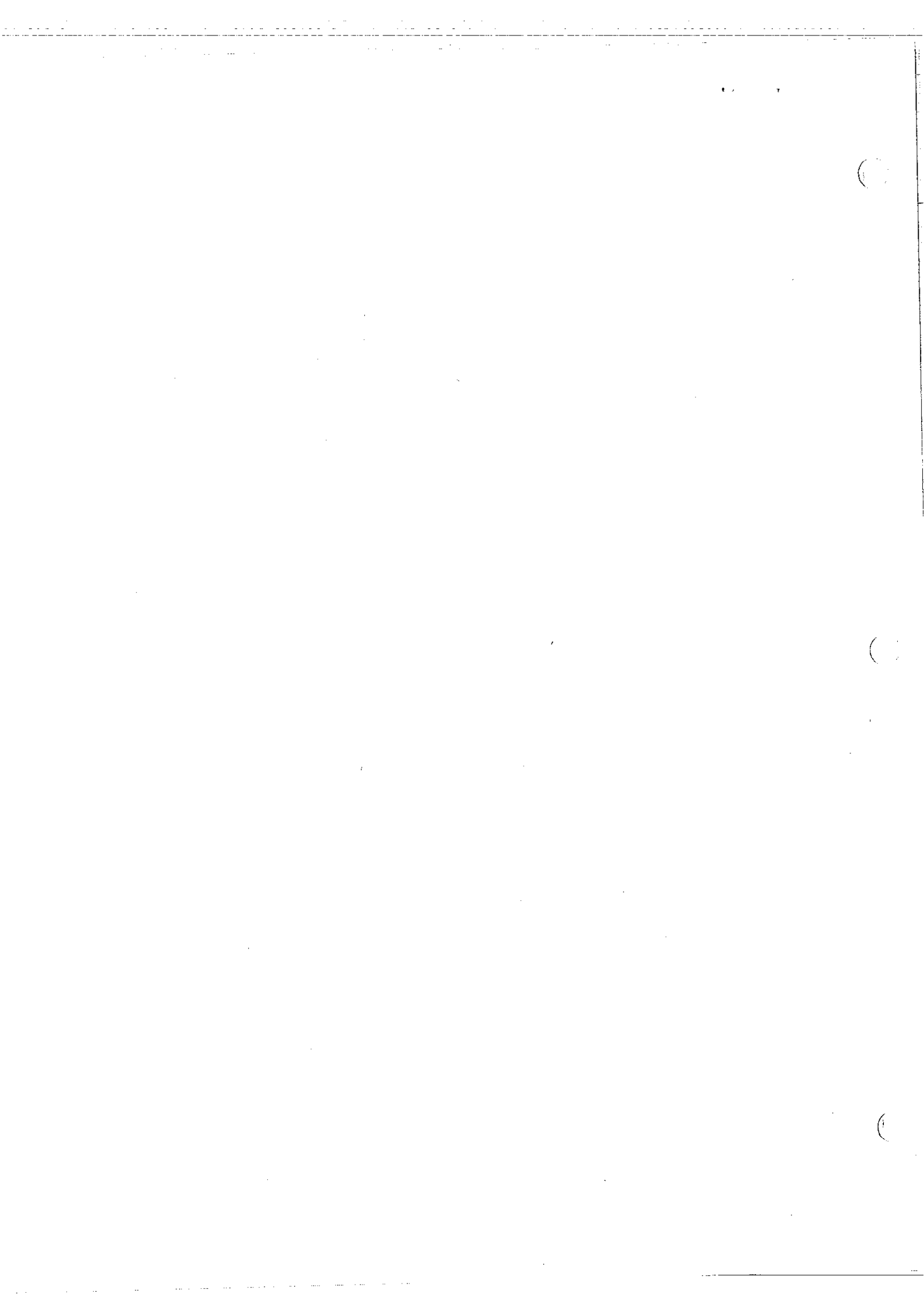
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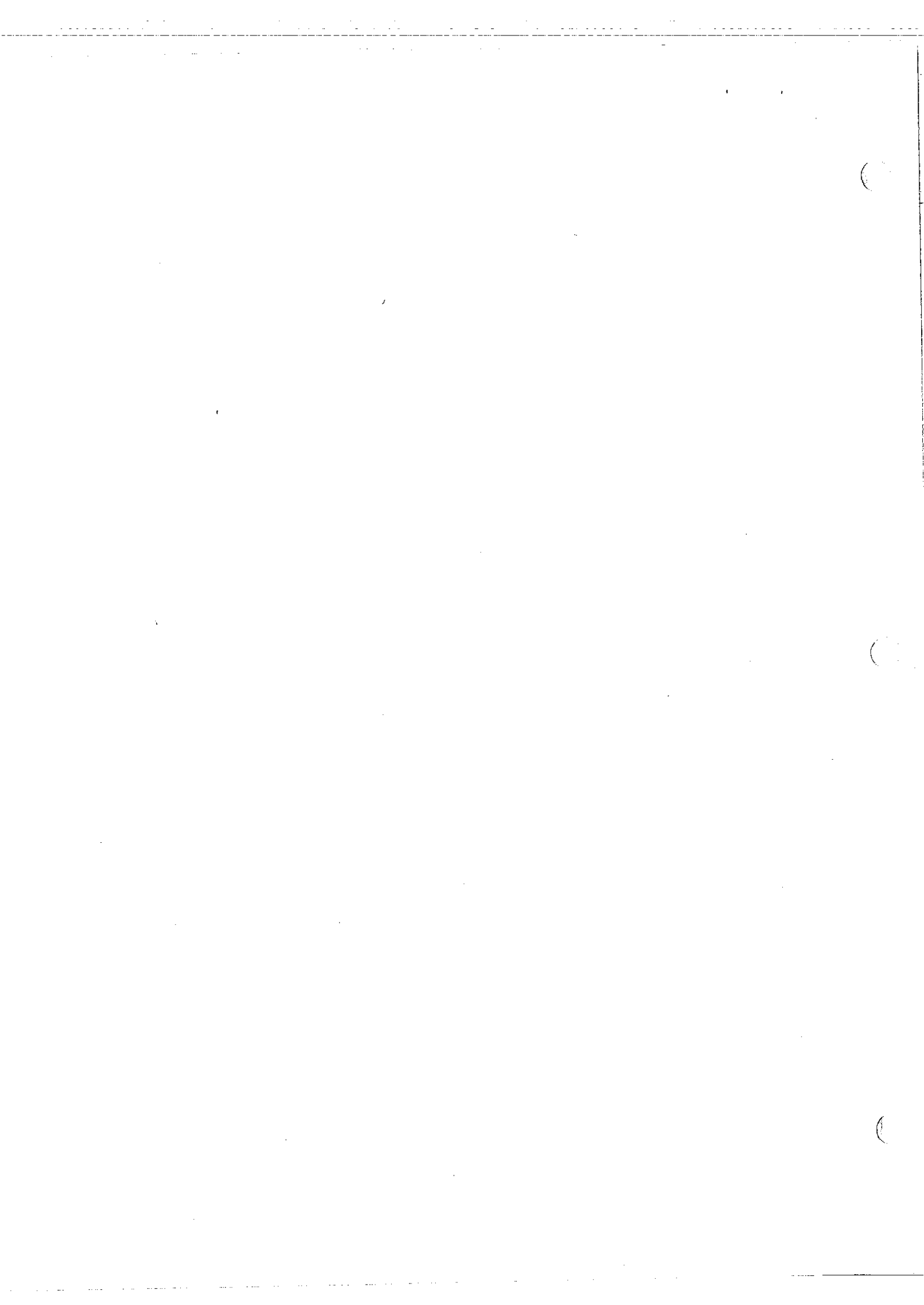
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Water & Sewer (Residential Rates)

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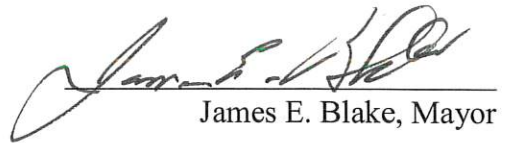
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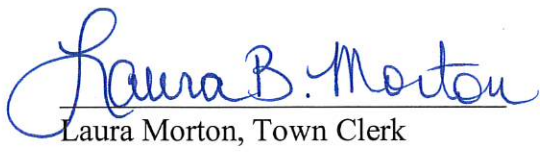
Adopted this 13th day of June 2016 in Biscoe, North Carolina.

Biscoe, North Carolina


James E. Blake, Mayor



ATTEST:


Laura Morton, Town Clerk



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Water & Sewer (Residential Rates)

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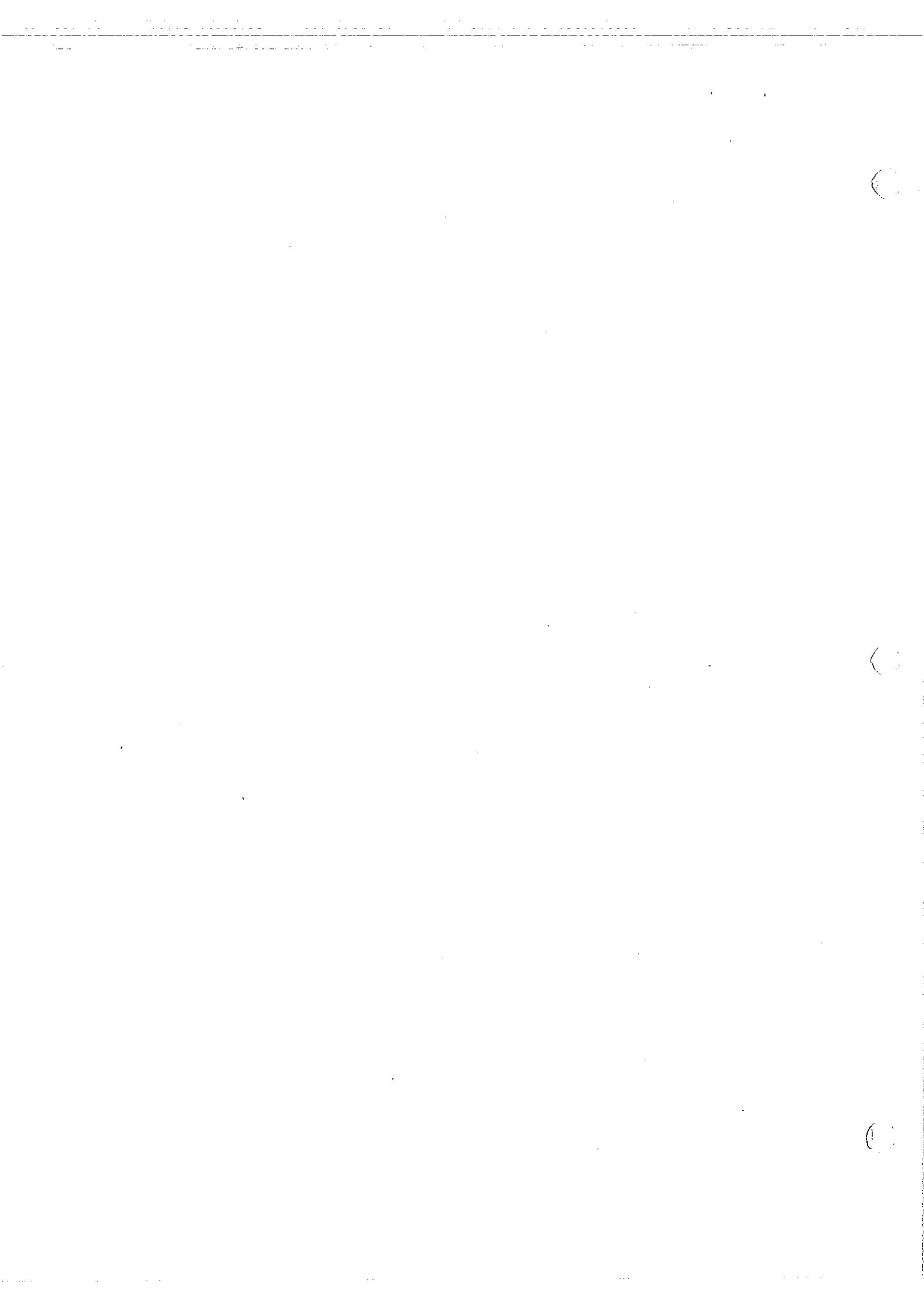
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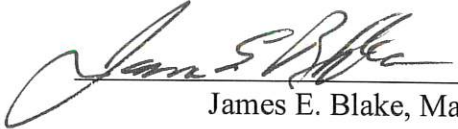
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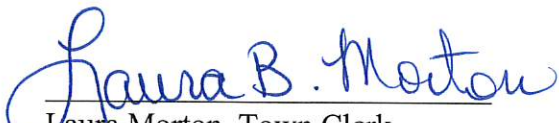
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Biscoe, North Carolina


James E. Blake, Mayor



ATTEST:


Laura Morton, Town Clerk

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GL Budget Amendment Entries

Posting Transactions

Town of Biscoe

2/18/2017 12:30:03 PM

Page 1 Of 1

Batch: 275475

Description: TO CORRECT BUDGET ENTRY

Operator: 3

GL Account	Date	Description	Debit	Credit
72-3990-000 LEO SEPARATION RESERVE	02/18/2017	TO CORRECT BUDGET ENTRY	\$22,604.00	\$0.00
72-3991-000 FUND BALANCE APPROPRIATED	02/18/2017	TO CORRECT BUDGET ENTRY	\$0.00	\$22,604.00
Batch Totals:			\$22,604.00	\$22,604.00

Fund Totals

Debits

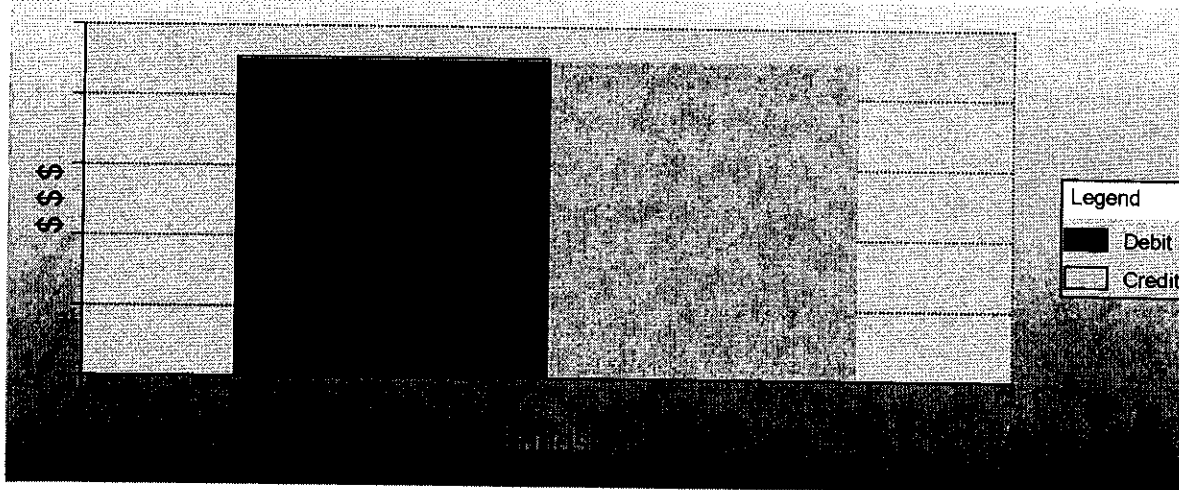
Credits

72

\$22,604.00

\$22,604.00

Fund Summary



**TOWN OF BISCOE
OFFICIAL RECORD**


 Approved by
 Biscoe Town Manager



GL Budget Amendment Entries

Posting Transactions

Town of Biscoe

2/18/2017 11:56:07 AM

Page 1 Of 1

Batch: 275474

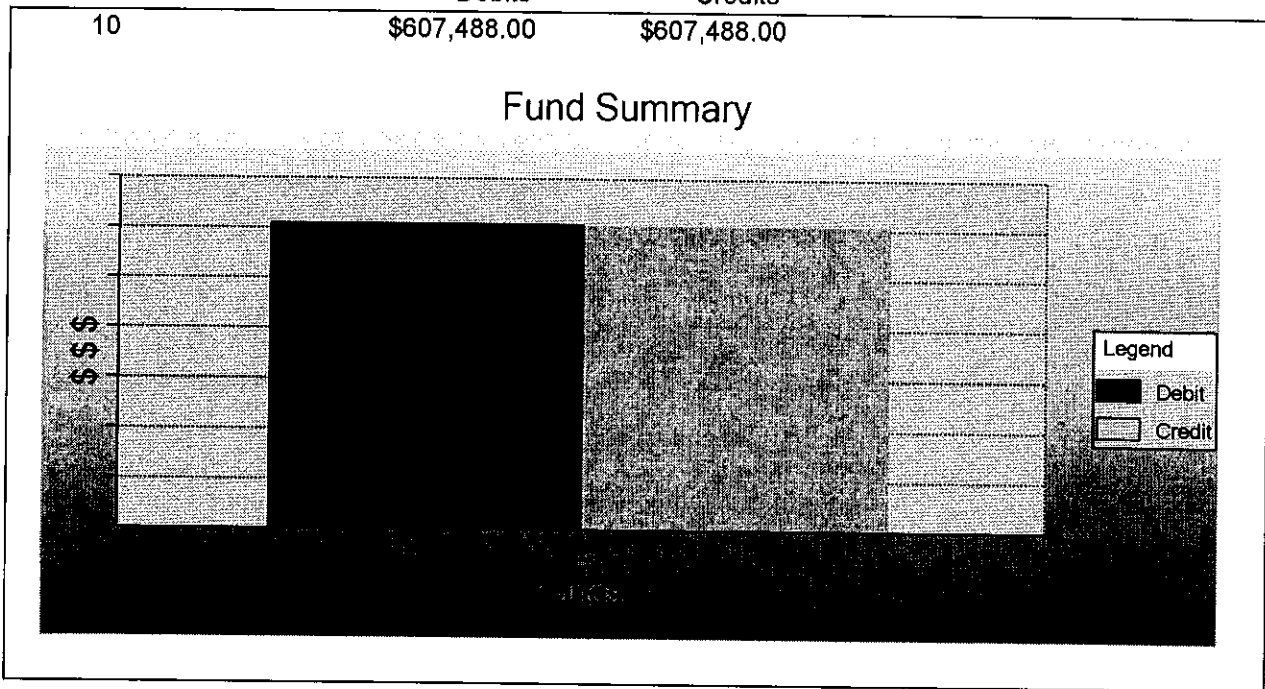
Description: TO CORRECT BUDGET ENTRY

Operator: 3

GL Account	Date	Description	Debit	Credit
10-3100-017 2017 TAXES	02/18/2017	TO CORRECT BUDGET ENTRY	\$607,488.00	\$0.00
10-3100-016 2016 TAXES	02/18/2017	TO CORRECT BUDGET ENTRY	\$0.00	\$607,488.00
Batch Totals:			\$607,488.00	\$607,488.00

Fund Totals	Debits	Credits
10	\$607,488.00	\$607,488.00

Fund Summary



TOWN OF BISCOE OFFICIAL RECORD


 Approved by
 Biscoe Town Manager

GL Budget Amendment Entries

Selected Batch

Town of Biscoe
2/18/2017 5:16:16 PM

Page 1 Of 1

Batch: 275481

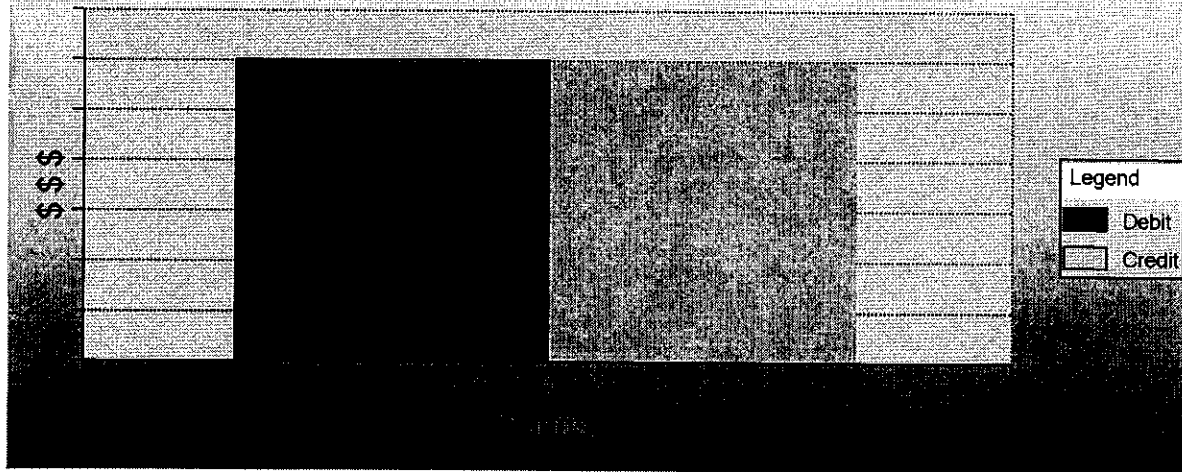
Description: TO SHOW ONLY OSFM 2013
BUDGET

Operator: 3

GL Account	Date	Description	Debit	Credit
51-3433-363 OSFM GRANT 2012	02/18/2017	TO SHOW ONLY OSFM 2013 BUDGET	\$29,851.00	\$0.00
51-3986-980 TRANS FROM CAPITAL RESERVE	02/18/2017	TO SHOW ONLY OSFM 2013 BUDGET	\$29,573.39	\$0.00
51-5500-160 PROTECT. GEAR 2012	02/18/2017	TO SHOW ONLY OSFM 2013 BUDGET	\$0.00	\$35,510.00
51-5500-260 TRUCK EQUIP - 2012	02/18/2017	TO SHOW ONLY OSFM 2013 BUDGET	\$0.00	\$24,192.00
51-5500-400 PROTECTIVE GEAR 2013 OSFM GRANT	02/18/2017	TO SHOW ONLY OSFM 2013 BUDGET	\$277.61	\$0.00
Batch Totals:			\$59,702.00	\$59,702.00

Fund Totals	Debits	Credits
51	\$59,702.00	\$59,702.00

Fund Summary



**TOWN OF BISCOE
OFFICIAL RECORD**


 Approved by
 Biscoe Town Manager



1970

GL Budget Amendment Entries

Posting Transactions

Town of Biscoe
2/18/2017 5:16:25 PM

Page 1 Of 1

Batch: 275481

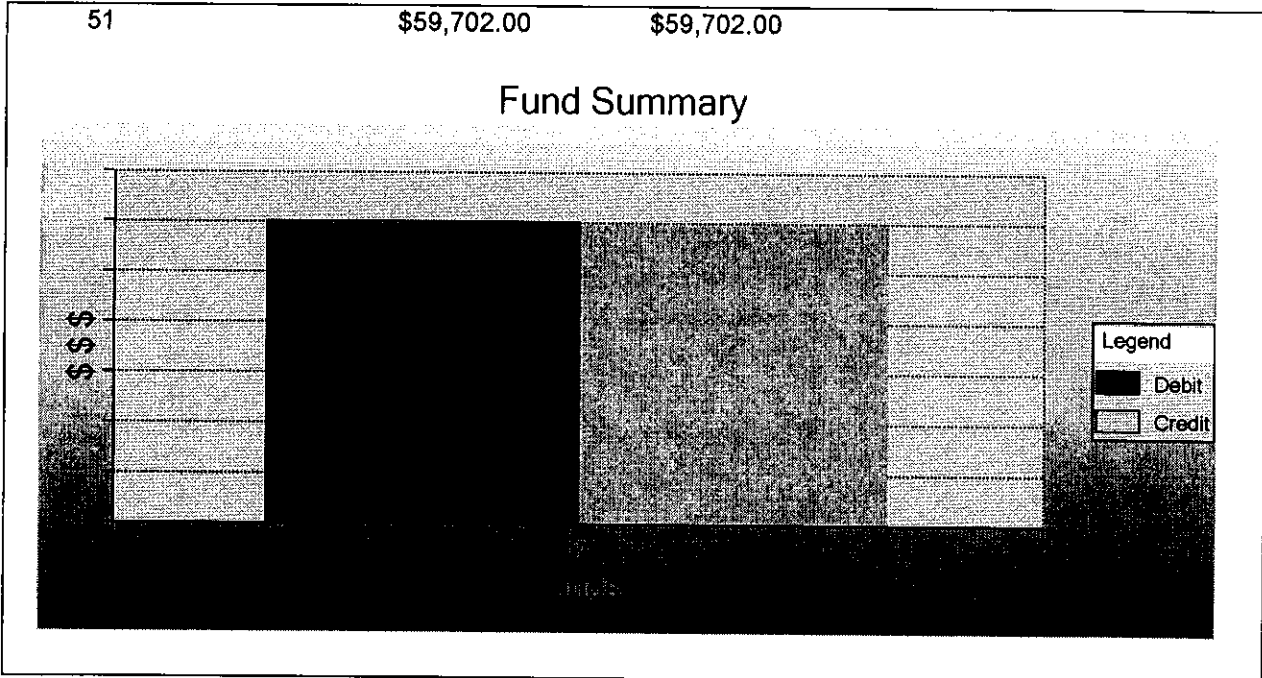
Description: TO SHOW ONLY OSFM 2013
BUDGET

Operator: 3

GL Account	Date	Description	Debit	Credit
51-3433-363 OSFM GRANT 2012	02/18/2017	TO SHOW ONLY OSFM 2013 BUDGET	\$29,851.00	\$0.00
51-3986-980 TRANS FROM CAPITAL RESERVE	02/18/2017	TO SHOW ONLY OSFM 2013 BUDGET	\$29,573.39	\$0.00
51-5500-160 PROTECT. GEAR 2012	02/18/2017	TO SHOW ONLY OSFM 2013 BUDGET	\$0.00	\$35,510.00
51-5500-260 TRUCK EQUIP - 2012	02/18/2017	TO SHOW ONLY OSFM 2013 BUDGET	\$0.00	\$24,192.00
51-5500-400 PROTECTIVE GEAR 2013 OSFM GRANT	02/18/2017	TO SHOW ONLY OSFM 2013 BUDGET	\$277.61	\$0.00
Batch Totals:			\$59,702.00	\$59,702.00

Fund Totals	Debits	Credits
51	\$59,702.00	\$59,702.00

Fund Summary



**TOWN OF BISCOE
OFFICIAL RECORD**


 Approved by
 Biscoe Town Manager



[Faint, illegible handwritten or stamped text]

**TOWN OF BISCOE
BUDGET AMENDMENT ORDINANCE
Ordinance No. 07112016**

Section 1.

Estimated appropriations. General Fund of Ordinance 07112016, is hereby amended by increasing estimated revenue and appropriations in the amounts indicated.

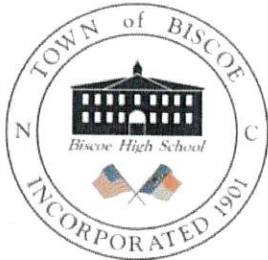
GENERAL FUND EXPENDITURES

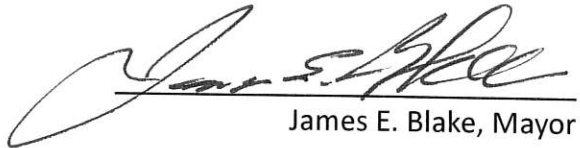
Administration	Total	\$17,100
	FUND 10 TOTAL	\$17,100

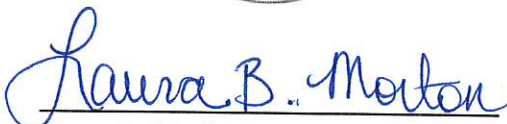
GENERAL FUND REVENUE

Fund Balance Appropriated \$17,100

Amended this 11th day of July 2016.




James E. Blake, Mayor


Laura B. Morton
Town Clerk

POSTED

ebm
10-17-16

10-4120-600 Timber

10-3991 - 000 Fund Balance Appropriated

**TOWN OF BISCOE
OFFICIAL RECORD**


Approved by
Biscoe Town Manager



POSTED

10/10/10

10/10/10

I hereby certify that this is a true and accurate copy of the July 11, 2016 minutes of the Town Board of Commissioners, Biscoe, N.C.

Laura B. Morton



**TOWN OF BISCOE
BOARD OF COMMISSIONERS MEETING
July 11, 2016**

The Town of Biscoe Board of Commissioners met in a regular session on July 11, 2016 at 7:00 pm in the Municipal Building. Present were: Mayor Jimmy Blake, Mayor Pro-Tem Jerry Smith, Commissioners, Gene Anderson, Eddie Reynolds, Jimmy Cagle and John Beard. Town Manager Brandon Holland and Town Clerk Laura Morton were also present.

Call to Order/Pledge of Allegiance/Moment of Silence

Mayor Blake called the meeting to order at 7:00 pm. The Pledge to the American Flag was recited and a moment of silence was observed.

Consent Agenda

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

- a. Approval of Minutes 6-13-16 b. July Monthly Financial Report

**Public Hearing #1 - Conditional Use Permit – Richard & Becky Hall, Hall Drive
Conditional Use Permit Approval/Disapproval**

At the June 13th Meeting, a public hearing was schedule for tonight's meeting to hear a request from Richard and Becky Hall. The Halls are requesting a Conditional Use Permit on their property located at 192 Hall Drive. They are requesting a Conditional Use Permit in order to add a doublewide to their property. It is an allowed Conditional Use. Property is Zoned Residential Business. The following Public Notice was advertised, by Deputy Clerk Laura Jordan, in the Montgomery Herald and sent to adjoining property owners.

A motion was made by Commissioner Beard, seconded by Commissioner Anderson, and so the motion carried unanimously to recess the regular session and open Public Hearing #1 to accept public comment regarding the Hall Conditional Use Permit Request.

No one spoke during the public forum.

A motion was made by Commissioner Beard, seconded by Commissioner Anderson, and so the motion carried unanimously to close the Public Hearing #1 and reconvene the regular session.

A motion was made by Commissioner Beard, seconded by Commissioner Anderson, and so the motion carried unanimously to approve the conditional use permit request made by Richard and Becky Hall, Hall Drive, Biscoe, N.C. 27209.

Public Hearing #2 - Annexation Request – Jackson Drive

We have received a new annexation request from Victor Romero Pino. The Board scheduled a public hearing and directed the Town Clerk to complete a Certificate of Completion for the July 11 meeting.

This property does not currently have water and sewer. The Town will be responsible for making a water and sewer tap on the right of way of the property. The cost of the taps, which will require boring under the road, will be at the owner's expense. The property owner and Clayton Homes (the company the property owner purchased their home from) both understand that it is their responsibility to have a right of way approved and their responsibility to connect on to the taps. This connection will have to include a pump. Our Public Works Department talked with her and the Clayton Homes representative on June 23, 2016. Our Public Works Department recommends, because of the distance, that they purchase a 1" tap.

The Certificate of Sufficiency is as follows:

CERTIFICATE OF SUFFICIENCY
PINO VICTOR
TAX ID #756919513117
191 Jackson Drive, Biscoe, N.C.

To the Board of Commissioners of the Town of Biscoe, North Carolina:

I, Laura B. Morton, Town Clerk, do hereby certify that I have investigated the attached petition and hereby make the following findings:

A tract or parcel of land lying and being in Biscoe Township, Montgomery County, North Carolina, being the Town of Biscoe property located at 191 Jackson Drive in Biscoe (Tax Parcel Number # 756919513117) more particularly described as follows:

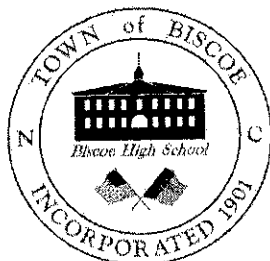
In Star Township, Montgomery County, North Carolina; Being Tract 1 (4.250 acres), Tract 2 (1.608 acres) and Tract 3 (2.953 acres) as shown on the survey plat dated January 27, 2012, entitled, "Survey for James Huffman & Bonnie A. Huffman", prepared by Jerry A. King

(PLS-L-3373), and recorded January 30, 2012, in Plat Cabinet F, Slide 34-B in the Office of the Register of Deeds for Montgomery County, NC, to which reference is made for a more particular description as if set out hereinabove.

The area described in the petition is contiguous to the Town of Biscoe primary corporate limits, as defined by G.S. 160A-31.

I have further found that said petition is signed by all owners of real property lying in the area described therein, in accordance with General Statute 160A-31, as amended, and that the same is in all other respects sufficient, adequate, and correct.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Town of Biscoe, this the 11th day of July 2016.




Laura B. Morton, Town Clerk

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 open Public Hearing #2 to accept public comment regarding the Annexation Request on Jackson Drive.

No one spoke during the public forum.

A motion was made by Commissioner Cagle, seconded by Commissioner Anderson, and so the motion carried unanimously to close the Public Hearing #2 and reconvene the regular session.

A motion was made by Commissioner Reynolds, seconded by Mayor Pro-tem Smith, and so the motion carried unanimously to approve the annexation request made by Pino Victor.

Declare Items Surplus to Sale

Manager Brandon Holland said the following list of items that have been in storage and have out used their useful life. With the Board's approval we will post these items for sale on the Town Bulletin Board for a term of two weeks. Only sealed bids will be accepted. Bids are to identify the quantity (example chairs) and price per item. The Town of Biscoe will reserve the right to reject any bids should they be perceived too low (example: vehicles below scrap metal costs). Sealed bids will be opened on Wednesday, July 27, 2016 by the Deputy Clerk and a report will be given to the Town Manager and Town Clerk before announcing the winner of the bid. Manager Holland said if we do not get sufficient response we may look into govdeal.com.

ITEM	DESCRIPTION
Various Chair (side chairs, desk chairs)	Not used any longer
Typewriter	Not used any longer
Floor Machine (Buffer)	Not used any longer
Old TV Stand	Not used any longer
Computer CPU (s) and Monitor(s)	To be sold as a lot Old outdated software
Toshiba Printer	Toshiba Multifunctional Digital Systems e-studio 230 Model DP-2320 - Not used any longer
2006 Ford B-#23 Crown Vic	VIN ending 4816
2000 Ford B-#17Crown Vic	VIN ending 1550
2003 Ford White Taurus	VIN ending 0863 (given to PD for Undercover Vehicle)

A motion was made by Mayor Pro-tem Smith, seconded by Commissioner Beard, and so the motion carried unanimously to declare the items presented as surplus items. The Board also agreed for these items to be advertised as surplus auction.

Public Comment Policy

Manager Brandon Holland presented the following Public Comment Policy:

TOWN OF BISCOE PUBLIC COMMENT POLICY

In order to comply with G.S. 160A-81.1, the Biscoe Town Board of Commissioners hereby establishes a Public Comment Policy to allow members of the public an additional opportunity to address the Board of Commissioners. In addition to public hearings, a special time is hereby set aside for the purpose of receiving comments and suggestions from citizens. All comments made during the Public Comment period shall be subject to the following procedures:

1. A Public Comment period not to exceed thirty minutes will be held during the regularly scheduled Board of Commissioners meetings each month.
2. Persons who wish to make a statement during the Public Comment period, will register on a sign-up sheet available before the start of the meeting. No one will be allowed to have his or her name placed on the list by telephone request to Town staff.
3. Each person who signed up to speak will have up to 3 minutes to make his or her statement.
4. Speakers will be acknowledged by the Mayor in the order in which their names appear on the sign-up sheet. Speakers shall address the Board of Commissioners from the podium, and not approach the Board of Commissioners or Town Staff. Speakers will begin their statement by first stating their name and address.
5. Statements are to be directed to the Board of Commissioners as a whole, and not to individuals. Public Comment is not intended to require the Board to provide any answer to the speaker. Discussions between speakers and members of the audience will not be allowed.
6. Speakers will be courteous in their language and presentation.
7. Only one speaker will be acknowledged at a time. In the event, a group of persons supporting or opposing the same position desires to be heard, in the interest of time, a spokesperson shall be designated to express the group's concerns. Likewise, in the event the number of persons wishing to attend the hearing exceeds the capacity of the meeting place, one or more delegates shall be selected to speak on behalf of each group. If the time period expires before all persons who have signed up get to speak, those names will be carried over to the next Public Comment Period.
8. Any action on items brought up during the Public Comment period will be at the discretion of the Board. The Town Board will not likely take any action on subject matter, for which they have not had the opportunity to fully investigate and gather complete information.
9. Speakers should not discuss any of the following:
 - A. Public hearing items;
 - B. Candidacy of any person seeking public office;
 - C. Matters in current or anticipated litigation;

- D. Matters which are closed session items, including, but not limited to, matters within the attorney-client privilege, anticipated or pending litigation, personnel, property acquisition; and matters which are made confidential by law.

10. After the speaker has made his or her statement, he or she will be seated with no further debate, dialogue, or comment.
11. Any applause will wait to be heard until the end of the public comment section. Speakers shall not disrupt the meeting.

A motion was made by Commissioner Cagle, seconded by Commissioner Beard, and so the motion carried unanimously to approve the Public Comment Policy as presented.

Budget Amendment – Odessa Drive Tree Planting

Manager Brandon Holland presented the following:

To: Mayor and Board of Commissioners

From: Brandon Holland, Town Manager

Date: July 13, 2016

Re: Budget Amendment – Odessa Drive Tree Planting (Final Phase)

Mayor and Commissioners

Attached you will find the necessary Budget Amendment to complete the final phase of the Odessa Drive tree planting. This is where the trees were sold to help buy the Fire Truck. The vegetation is currently growing back naturally, and this gives us the opportunity to manage it properly.

To complete this project there will be site preparation during the summer and planting of pine trees during the winter. Total cost is \$17,100.

Attached is the letter from our Registered Forester Russell Strong. I apologize for the late notice; I was not made aware of this until recently.

Action needed: Approval of Budget Amendment #07112016

Russell H. Strong R.F. # 1040
549 Warner Road
Troy N.C. 27371

1-12-2016

Town of Biscoe
Attn: Allen Oliver

110 W. Main Street
Biscoe, NC 27209

Dear Mr. Oliver

I enjoyed talking with you recently about reforestation of the recent timber harvest on the Town of Biscoe property. This letter is to inform you of the cost to complete the final phase of the project which consists of a Site Preparation Herbicide Application followed by the planting of Genetically Improved Loblolly Pine. All Site Preparation work will be completed during the summer of 2016 with Tree Planting to be completed during the winter of 2017.

Estimated Reforestation Cost – Harvested Area

Broadcast Spray	\$125.00 @ 76 acres =	\$9,500.00
Tree Planting	\$100.00 @ 76 acres =	<u>\$7,600.00</u>
Estimated Total Reforestation Cost		\$17,100.00

Please feel free to call me with any questions pertaining to these estimates. I look forward to the completion of these projects.

Sincerely,
Russell H. Strong
N.C. Registered Forester # 1040

A motion was made by Commissioner Smith, seconded by Mayor Pro-tem Smith, and so the motion carried unanimously to approve the Budget Amendment as presented.

Water Sewer Policy/Fee Amendment

Manager Brandon Holland presented the following recommended amendments:

Fee Schedule Changes

Water Connection after 2:30 PM	\$ 25.00
Water Meter Change Request	\$ 25.00
Water Connection – Rental Property	\$ 75.00

Water Department Consumer Handbook Changes

Connections in ~~Mobile Home Parks~~ Rental Property

Water connections in ~~mobile home parks~~ rental property will only be made after a connection fee is paid, and a rent receipt is presented showing name of renter, current mailing address and current date. Water account will be opened only to the person whose name is on the rent receipt/lease.

Continuity of Service

The town will not be liable for any damages that may result to consumers from the shutting off or turning on of service for any cause whatsoever, even in cases where no motive is given, and no deduction from bills will be made in consequences thereof.

A motion was made by Commissioner Cagle, seconded by Commissioner Anderson, and so the motion carried unanimously to approve the proposed amendment to the Water/Sewer Policy.

290 English Drive – Water Service

Manager Brandon Holland presented a request from citizens (Mr. Martinez) living at 290 English Drive to hook on to Town Water. They submitted an application for water service at his residence. The property is just outside the city limits and we are able to provide service. Outside rates will apply if approved. Since the property is outside the city limits it must be approved by the Board of Commissioners. Staff recommends approval of this request.

A motion was made by Mayor Pro-tem Smith, seconded by Commissioner Reynolds, and so the motion carried unanimously to approve the proposed amendment to the Water/Sewer Policy.

Manager's Report (Non Action Items)

Manager Brandon Holland presented the following updates:

Industrial Park Drive Pump Station: All pump and generator testing was successful and the one glitch with the phase monitor was easily resolved, and the pump station was placed into operation. All wastewater from Carolina Dairy is now being pumped by the station. Final punchlist items can now be addressed. The abandonment of the old station had to take place before final site work and other items could be addressed. The contractor has scheduled for that work next week, and the Town's SCADA/telemetry provider should be installing the new unit in the next few weeks. This work is being completed independent of the construction contract. It appears that the final project cost will be under the reduced budget that was established after the bid and award.

Pretreatment Program: The Pretreatment Program has received final approval from NCDEQ and the Town is beginning to enforce the permits and perform regular testing of significant industrial users.

Potential CDBG Infrastructure Application: The Town Manager, Alex Turner and I met a few times over the last few weeks to discuss potential for grant funding to address infrastructure concerns. The CDBG program provides funding for critical water and sewer needs that serve low-to-moderate income areas. Based on staff input and recent reviews, we feel there may be potential for addressing the area of Bruton Street and the surrounding area, eliminating deteriorated sewer collection lines that allow inflow into the system, and also address the condition of the Bruton Street Pump Station. We have prepared the income surveys and data that must be gathered to make this effort successful. We will need community cooperation and local residents can assist by spreading the word. This can help address needs without utilizing Town funds and impacting rates if successful. Additional information will follow on this subject this month.

NEW Senior Program – B.E.S.T (Biscoe Engaging Seniors Today)

We have been planning a pilot Senior Program for Senior Adults. We were approached by Linda Johnson asking about a Town sponsored Senior Program. Our plan is to have a monthly program the second Wednesday of each month. We have provided you with a few flyers to hand-out to seniors you may know. Below is a "survey/draft schedule" that we will be handing out to the seniors at our first program on Wednesday, July 13th to get their feedback. The Town Clerk plans to request Recreation Funding from the County's Landfill Funds to help cover these costs.

Kids' Paint Class

We have scheduled Kid's Paint Class. We have also provided you with flyers if you know any children who would like to participate.

Halloween in the Park

Our first meeting for our Third Annual Halloween in the Park will be held on Wednesday at 9:30 a.m. We will keep the Board updated each month.

Commissioner Reports/Staff Reports

Commissioners Anderson and Cagle thanked Town Manager Holland and Town Clerk Laura Morton for their work in getting a Senior Program started in Biscoe.

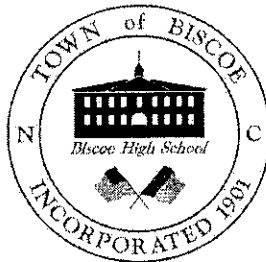
Public Comment

Unaffiliated Candidate for NC House Billy Mills was present and introduced himself to the Town Board, staff, and citizens that were present.

Adjournment

There being no further business to bring before the Board, Commissioner Beard made the motion to adjourn, and Commissioner Reynolds made the second. All voted in favor. Meeting adjourned at 7:40 p.m.

Mayor



Laura B. Morton
Town Clerk

Budget Approval Un-Used Accounts

Fiscal Period - 25 2016-2017 Dates - 07/01/2016 - Thru - 06/30/2017

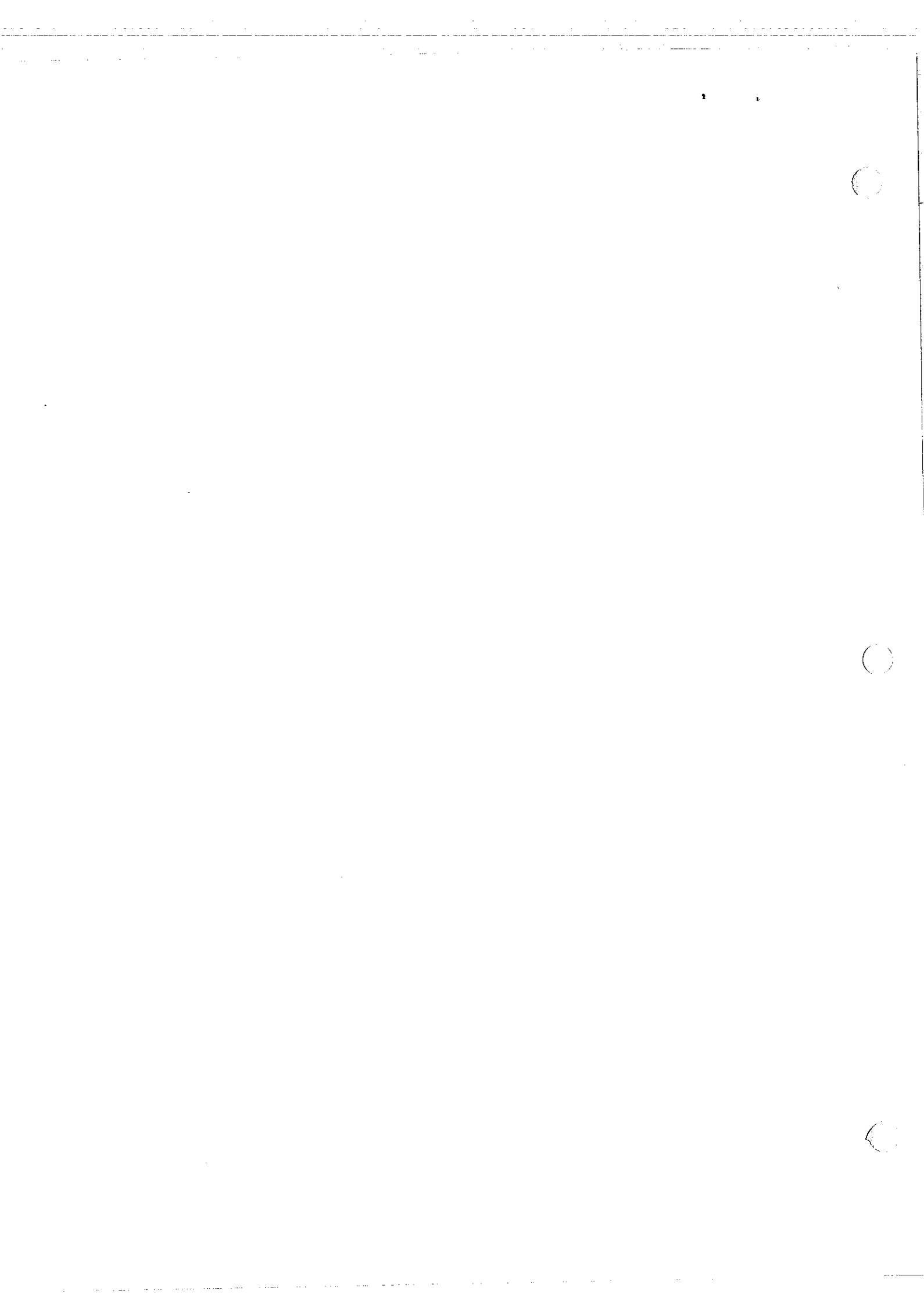
Town of Biscoe
9/6/2016 12:34:01 PM

Operator: 3
Page 1 Of 1

Fund: 10		GL Account/Description
Account Type: E		
10-4120-193	CONDEMNATION	
10-4340-998	FIREMEN RELIEF FUND EXPENSE	
10-6120-430	SENIOR PROGRAM	
Account Type: R		
10-3831-494	INVESTMENT EARNINGS	
10-3832-200	FIREMEN RELIEF MISC REVENUE	
Fund: 72		
Account Type: R		
72-3991-000	FUND BALANCE APPROPRIATED	

There are no entries in Budget Preparation for the accounts listed above.

**TOWN OF BISCOE
OFFICIAL RECORD**



Invalid Budget Transactions of Zero

Fiscal Period - 25 2016-2017 Dates - 07/01/2016 - Thru - 06/30/2017

Town of Biscoe

3/6/2016 12:33:59 PM

Operator: 3

Page 1 Of 5
Credit

GL Account/Description	Debit	Credit
10-4120-260 PART TIME HELP	0.00	0.00
10-4120-393 PAYROLL SERVICE	0.00	0.00
10-4120-402 VEHICLE TAX COLLECTION FEE	0.00	0.00
10-4120-403 VEHICLE TAX REFUNDS	0.00	0.00
10-4120-415 RENT	0.00	0.00
10-4120-499 MISCELLANEOUS	0.00	0.00
10-4120-500 PALUZA EXPENSES	0.00	0.00
10-4120-510 CAPITAL OUTLAY	0.00	0.00
10-4120-991 CONTINGENCY	0.00	0.00
10-4150-019 CONDEMNATIONS	0.00	0.00
10-4150-400 ECONOMIC INCENTIVES	0.00	0.00
10-4150-991 CONTINGENCY	0.00	0.00
10-4260-250 VEHICLE SUPPLIES	0.00	0.00
10-4260-400 VETERANS MONUMENT EXPENSES	0.00	0.00
10-4260-500 PURCHASE OF PROPERTY	0.00	0.00
10-4260-550 CAPITAL OUTLAY	0.00	0.00
10-4260-991 CONTINGENCY	0.00	0.00
10-4310-188 TRANSFER TO LEO SEPARATION FUND (73-3431-000)	0.00	0.00
10-4310-311 TRAVEL/TRAINING/MEETINGS	0.00	0.00
10-4310-329 PAGER EXPENSE	0.00	0.00
10-4310-487 NC SALES TAX	0.00	0.00
10-4310-488 COUNTY SALES TAX	0.00	0.00
10-4310-494 CANINE EXPENSE	0.00	0.00
10-4310-496 DSM PURCHASES	0.00	0.00
10-4310-499 MISCELLANEOUS	0.00	0.00
10-4310-991 CONTINGENCY	0.00	0.00
10-4340-122 SALARIES-BEHALF OF PAYMENTS	0.00	0.00
10-4340-123 ESC CONTRIBUTION	0.00	0.00
10-4340-182 RETIREMENT	0.00	0.00
10-4340-183 GROUP INSURANCE	0.00	0.00
10-4340-184 DENTAL INSURANCE	0.00	0.00
10-4340-189 SUPPLEMENTAL RETIREMENT	0.00	0.00
10-4340-500 SALARY ON BEHALF PAYMENTS	0.00	0.00
10-4340-980 CAPITAL RESERVE	0.00	0.00
10-4340-991 CONTINGENCY	0.00	0.00
10-4340-999 FIRE DEPT CHECKING EXPENSE	0.00	0.00
10-4500-121 SALARIES	0.00	0.00
10-4500-180 SS TAX	0.00	0.00
10-4500-181 MEDICARE TAX	0.00	0.00
10-4500-182 RETIREMENT	0.00	0.00
10-4500-183 GROUP INSURANCE	0.00	0.00
10-4500-184 DENTAL INSURANCE	0.00	0.00
10-4500-189 SUPPLEMENTAL RETIREMENT	0.00	0.00
10-4500-359 VOID	0.00	0.00
10-4500-487 NC SALES TAX	0.00	0.00

Invalid Budget Transactions of Zero

Fiscal Period - 25 2016-2017 Dates - 07/01/2016 - Thru - 06/30/2017

Town of Biscoe

9/6/2016 12:33:59 PM

Operator: 3

Page

2 Of 5

GL Account/Description	Debit	Credit
10-4500-488 COUNTY SALES TAX	0.00	0.00
10-4500-499 MISCELLANEOUS	0.00	0.00
10-4500-550 CAPITAL OUTLAY	0.00	0.00
10-4500-582 STREET CONSTRUCTION	0.00	0.00
10-4500-592 GRADING/PATCHING	0.00	0.00
10-4500-599 SIDEWALKS	0.00	0.00
10-4500-991 CONTINGENCY	0.00	0.00
10-4510-122 ESC CONTRIBUTION	0.00	0.00
10-6120-184 DENTAL INSURANCE	0.00	0.00
10-6120-370 ADVERTISING	0.00	0.00
10-6120-372 DASH N SPLASH MAY 2014	0.00	0.00
10-6120-420 PAINT CLASS	0.00	0.00
10-6120-450 PARADES	0.00	0.00
10-6120-499 MISCELLANEOUS	0.00	0.00
10-9821-000 TRANS TO CAPITAL RESERVE	0.00	0.00
10-9851-510 TRANS TO CAP PROJ VFD/OSFM GRANT	0.00	0.00
10-9860-980 TRANS TO WATER/SEWER	0.00	0.00
10-9999-999 GENERAL FUND AUDIT	0.00	0.00
Totals for E	0.00	0.00
10-3100-006 2006 TAXES	0.00	0.00
10-3100-011 2011 TAXES	0.00	0.00
10-3100-012 2012 TAXES	0.00	0.00
10-3100-013 2013 TAXES	0.00	0.00
10-3100-014 2014 TAXES	0.00	0.00
10-3100-015 2015 TAXES	0.00	0.00
10-3100-016 2016 TAXES	0.00	0.00
10-3100-200 INSURANCE PROCEEDS	0.00	0.00
10-3220-000 INTANGIBLE PROPERTY TAX	0.00	0.00
10-3260-000 PRIVILEGE LICENSE TAX	0.00	0.00
10-3326-000 SENIOR CIT EXEMPT REFUND	0.00	0.00
10-3327-000 INVENTORY TAX CREDIT	0.00	0.00
10-3340-000 ORDINANCE FEES	0.00	0.00
10-3413-582 RECOVERY/RETURNED CHECKS	0.00	0.00
10-3431-880 COPS GRANT REVENUE	0.00	0.00
10-3431-900 WEAPONS REPLACEMENT EV 1	0.00	0.00
10-3433-362 HWY SAFETY GRANT PD	0.00	0.00
10-3434-320 COUNTY APPROPRIATION/FD	0.00	0.00
10-3612-370 FIRE GRANT FUNDS	0.00	0.00
10-3613-430 RECREATION OUTREACH PROG - FROM COUNTY	0.00	0.00
10-3613-500 PRECIOUS METAL FEES	0.00	0.00
10-3613-823 ANNEXATION FEES	0.00	0.00
10-3830-000 MISCELLANEOUS REVENUES	0.00	0.00
10-3830-500 STATE ON-BEHALF PAYMENTS	0.00	0.00
10-3831-493 FIRE DEPT INVESTMENT EARNINGS	0.00	0.00

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GL Account/Description	Debit	Credit
10-3831-822 SALE OF TIMBER	0.00	0.00
10-3832-000 PALUZA/MUSIC IN THE PARK REVENUES	0.00	0.00
10-3832-100 FIRE DEPT DONATIONS	0.00	0.00
10-3833-820 VETERANS MONUMENT DONATIONS	0.00	0.00
10-3833-850 8K DASH N SPLASH MAY 2014	0.00	0.00
10-3833-860 HALLOWEEN IN THE PARK DONATIONS	0.00	0.00
10-3833-870 POLICE DEPARTMENT FEES	0.00	0.00
10-3835-810 SALE SURPLUS SUPPLIES	0.00	0.00
10-3835-820 SALE OF FIXED ASSETS	0.00	0.00
10-3835-821 SALE OF LAND	0.00	0.00
10-3835-860 TRANSFER FROM POWELL BILL (11-4510-600)	0.00	0.00
10-3835-870 TOWN HOSTED PAINT CLASS	0.00	0.00
10-3835-890 SALE OF TOWN OF BISCOE MERCHANDISE - CANVAS BAGS	0.00	0.00
10-3835-895 SALE OF TOWN OF BISCOE MERCHANDISE T-SHIRTS	0.00	0.00
10-3839-000 CABLE FRANCHISE FEES	0.00	0.00
10-3988-720 TRANSFER FROM LEO (72-9810-100)	0.00	0.00
Totals for R	0.00	0.00
Totals for Fund: 10		0.00
11-4510-182 RETIREMENT	0.00	0.00
11-4510-183 GROUP INSURANCE	0.00	0.00
11-4510-184 DENTAL INSURANCE	0.00	0.00
11-4510-189 SUPP RETIREMENT	0.00	0.00
11-4510-399 SNOW/ICE REMOVAL	0.00	0.00
11-4510-487 SALES TAX	0.00	0.00
11-4510-488 SALES TAX	0.00	0.00
11-4510-499 MISCELLANEOUS	0.00	0.00
11-4510-550 CAPITAL OUTLAY	0.00	0.00
11-4510-570 RIGHT OF WAY ACQUISITION	0.00	0.00
11-4510-582 CONSTRUCTION	0.00	0.00
11-4510-599 SIDEWALKS	0.00	0.00
11-4510-991 CONTINGENCY	0.00	0.00
11-9999-999 POWELL BILL FUND AUDIT	0.00	0.00
Totals for E	0.00	0.00
11-3325-351 SALES TAX REFUND	0.00	0.00
11-3835-820 SALE OF FIXED ASSETS	0.00	0.00
11-3991-000 FUND BALANCE APPROPRIATED	0.00	0.00
Totals for R	0.00	0.00
Totals for Fund: 11		0.00
21-6600-487 NC SALES TAX	0.00	0.00

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GL Account/Description	Debit	Credit
21-6600-488 COUNTY SALES TAX	0.00	0.00
21-8100-580 INTEREST REINVESTED	0.00	0.00
21-8100-581 RESERVED SEWER PROJ	0.00	0.00
21-8100-582 RESERVED BLDG/ EQUIP	0.00	0.00
21-8100-590 RESERVED IND PARK	0.00	0.00
21-8100-599 RESERVED REC PARK	0.00	0.00
21-8100-980 TRANSFER TO GFUND (10-3988-980)	0.00	0.00
21-8100-982 TRANSFER TO W/S (60-3988-980)	0.00	0.00
21-9810-100 TRANSFER TO PARTF	0.00	0.00
21-9810-200 TRANSFER TO CAPPROJ	0.00	0.00
21-9810-300 TRANSFER TO GLEAF	0.00	0.00
21-9810-400 TRANSFER TO OSFM 51	0.00	0.00
21-9810-500 TRANSFER TO OSFM 54	0.00	0.00
21-9810-730 TRANSFER TO OSFM 73	0.00	0.00
21-9810-740 TRANSFER TO OSFM FUND 74 (74-3986-980)	0.00	0.00
Totals for E	0.00	0.00
21-3831-494 INVESTMENT EARNINGS	0.00	0.00
21-3981-980 TRANS FROM G FUND	0.00	0.00
21-3986-980 TRANS FROM W/S	0.00	0.00
21-3986-981 TRANS FROM PARTF FUND	0.00	0.00
21-3991-000 FUND BALANCE APPROP	0.00	0.00
Totals for R	0.00	0.00
Totals for Fund: 21	0.00	0.00
60-7100-291 WRIGHT FOODS BOOSTER PUMP	0.00	0.00
60-7100-460 DEPRECIATION EXPENSE	0.00	0.00
60-7100-487 NC SALES TAX	0.00	0.00
60-7100-488 COUNTY SALES TAX	0.00	0.00
60-7100-492 CHARGED OFF ACCOUNTS	0.00	0.00
60-7100-494 BAD DEBT EXPENSE	0.00	0.00
60-7100-499 MISCELLANEOUS	0.00	0.00
60-7100-500 WRIGHT FOODS/CAROLINA DAIRY BOOSTER PUMP	0.00	0.00
60-7100-582 CAPITAL IMPROVEMENTS	0.00	0.00
60-7100-583 CAPITAL OUTLAY	0.00	0.00
60-7100-586 DEBT SERVICE	0.00	0.00
60-7100-587 CREDIT CARD PROCESSING	0.00	0.00
60-7100-600 CHANGE IN INVENTORY (FULL ACCR	0.00	0.00
60-7100-900 BAD DEBT EXPENSE	0.00	0.00
60-7100-901 NC DEPT SET-OFF REFUND	0.00	0.00
60-7100-991 CONTIGENCY	0.00	0.00
60-9810-055 TRANSFER TO GOLDEN LEAF	0.00	0.00
60-9810-056 TRANSFER TO I&I	0.00	0.00

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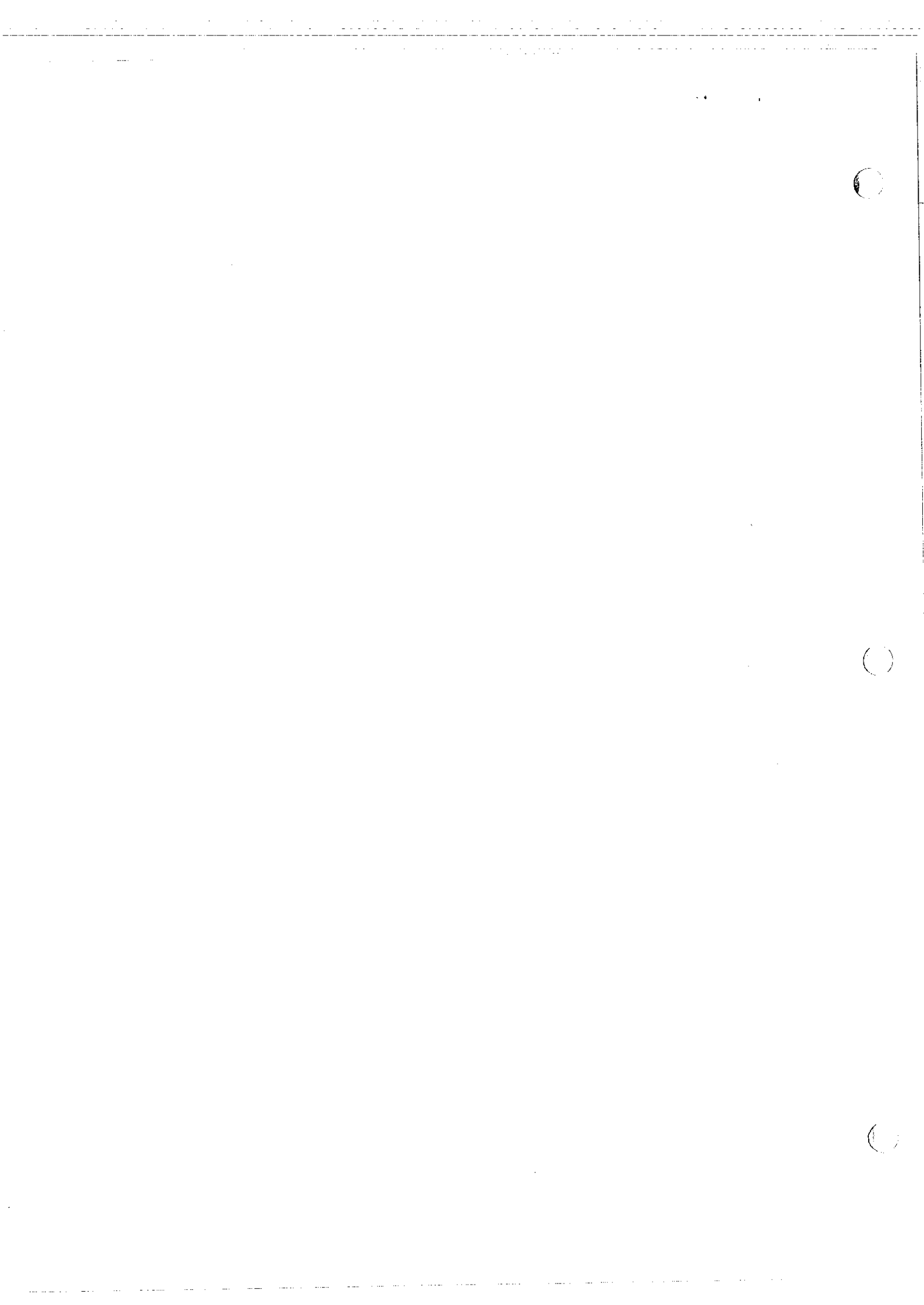
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GL Account/Description	Debit	Credit
60-9810-100 TRANSFER TO CWMTF	0.00	0.00
60-9810-980 TRANSFER TO GENERAL	0.00	0.00
60-9821-000 TRANS TO CAPITAL RESERVE	0.00	0.00
60-9999-999 WATER/SEWER FUND AUDIT	0.00	0.00
Totals for E	0.00	0.00
60-3230-000 SALES TAX DISTRIBUTION	0.00	0.00
60-3433-362 W/S GRANT FUNDS	0.00	0.00
60-3433-500 WRIGHT FOODS/CA DAIRY REIMBURSEMENT	0.00	0.00
60-3712-532 LABORATORY CHARGES	0.00	0.00
60-3712-810 SALE OF SURPLUS SUPPLIES	0.00	0.00
60-3830-001 NC DEPT SET-OFF REVENUE	0.00	0.00
60-3835-000 CHANGE IN INVENTORY	0.00	0.00
60-3840-000 DONATED FIXED ASSETS REVENUE	0.00	0.00
60-3988-980 TRANS/FROM CAP. RESERVE (21-8100-982)	0.00	0.00
60-3992-000 SRF LOAN	0.00	0.00
Totals for R	0.00	0.00
Totals for Fund: 60	0.00	0.00
72-4300-472 LEO ALLOWANCE	0.00	0.00
72-9810-100 TRANSFER TO LEO RESERVE (10-3988-720)	0.00	0.00
Totals for E	0.00	0.00
72-3431-000 TRANSFER FROM GF MUNICIPAL CONTRIB (10-4310-188)	0.00	0.00
Totals for R	0.00	0.00
Totals for Fund: 72	0.00	0.00
Totals for Fiscal Period:	0.00	0.00



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10-4110-121 SALARIES	10,211.00	0.00
10-4110-122 ESC CONTRIBUTION	102.00	0.00
10-4110-180 SS TAX	633.00	0.00
10-4110-181 MEDICARE TAX	148.00	0.00
10-4110-311 TRAVEL	500.00	0.00
10-4120-121 SALARIES	135,670.00	0.00
10-4120-122 ESC CONTRIBUTION	1,091.00	0.00
10-4120-180 SS TAX	6,766.00	0.00
10-4120-181 MEDICARE TAX	1,582.00	0.00
10-4120-182 RETIREMENT	7,715.00	0.00
10-4120-183 GROUP INSURANCE	10,390.00	0.00
10-4120-184 DENTAL INSURANCE	938.00	0.00
10-4120-189 SUPPLEMENTAL RETIREMENT	4,460.00	0.00
10-4120-250 VEHICLE SUPPLIES	600.00	0.00
10-4120-290 OFFICE SUPPLIES	9,000.00	0.00
10-4120-311 TRAVEL/TRAINING/MEETINGS	4,000.00	0.00
10-4120-321 TELEPHONE	8,000.00	0.00
10-4120-325 POSTAGE	2,250.00	0.00
10-4120-340 PRINTING SERVICES	1,000.00	0.00
10-4120-352 MAINT/REPAIR EQUIP/COPIER LEASES	8,000.00	0.00
10-4120-382 COMPUTER PROGRAMMING SERVICES	7,500.00	0.00
10-4120-391 LEGAL ADVERTISING	2,000.00	0.00
10-4120-450 INSURANCE/BONDING	64,000.00	0.00
10-4120-487 NC SALES TAX	1,100.00	0.00
10-4120-488 COUNTY SALES TAX	500.00	0.00
10-4120-491 DUES/SUBSCRIPTIONS	4,200.00	0.00
10-4120-494 MEDC DUES	5,100.00	0.00
10-4120-498 ELECTIONS	2,000.00	0.00
10-4120-694 LIBRARY EXPENSE	6,000.00	0.00
10-4120-695 CIVIC CONTRIBUTIONS	5,500.00	0.00
10-4120-696 COUNTY TAX COLLECTION	13,116.00	0.00
10-4150-191 ACCOUNTING SERVICES	24,500.00	0.00
10-4150-192 LEGAL SERVICES	5,000.00	0.00
10-4150-198 CONSULTING SERVICES	10,000.00	0.00
10-4150-199 SURVEYING SERVICES	1,000.00	0.00
10-4260-290 DEPARTMENTAL SUPPLIES	11,000.00	0.00
10-4260-331 UTILITIES	25,000.00	0.00
10-4260-350 MAINT/REPAIR GROUNDS	10,000.00	0.00
10-4260-351 MAINT/REPAIR BUILDINGS	15,000.00	0.00
10-4260-354 BEAUTIFICATION PROJECTS	3,000.00	0.00
10-4260-359 MAINT/REPAIR EQUIP	7,500.00	0.00
10-4260-487 NC SALES TAX	1,200.00	0.00
10-4260-488 COUNTY SALES TAX	600.00	0.00
10-4310-121 SALARIES	297,250.00	0.00
10-4310-122 ESC CONTRIBUTION	2,972.00	0.00

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GL Account/Description	Debit	Credit
10-4310-180 SS TAX	18,424.00	0.00
10-4310-181 MEDICARE TAX	4,309.00	0.00
10-4310-182 RETIREMENT	22,436.00	0.00
10-4310-183 GROUP INSURANCE	57,143.00	0.00
10-4310-184 DENTAL INSURANCE	5,157.00	0.00
10-4310-189 SUPPLEMENTAL RETIREMENT	13,372.00	0.00
10-4310-212 UNIFORMS	4,000.00	0.00
10-4310-238 HEALTH/SAFETY SERVICES	1,000.00	0.00
10-4310-250 VEHICLE SUPPLIES	32,500.00	0.00
10-4310-290 DEPARTMENTAL SUPPLIES	5,500.00	0.00
10-4310-320 RADIO COMMUNICATIONS	3,500.00	0.00
10-4310-321 TELEPHONE	9,000.00	0.00
10-4310-322 AIR CARDS	2,000.00	0.00
10-4310-352 MAINT/REPAIR EQUIP	2,500.00	0.00
10-4310-353 MAINT/REPAIR VEH	14,000.00	0.00
10-4310-395 EMPLOYEE TRAINING	2,500.00	0.00
10-4310-490 UNDERCOVER EXPENSE	1,000.00	0.00
10-4310-491 DUES/SUBSCRIPTIONS	1,000.00	0.00
10-4310-492 SERVICE AGREEMENTS	6,000.00	0.00
10-4310-550 CAPITAL OUTLAY	9,400.00	0.00
10-4340-121 SALARIES	5,000.00	0.00
10-4340-180 SS TAX	300.00	0.00
10-4340-181 MEDICARE TAX	60.00	0.00
10-4340-212 UNIFORMS	2,000.00	0.00
10-4340-238 HEALTH/SAFETY EQUIPMENT	7,500.00	0.00
10-4340-250 VEHICLE SUPPLIES	4,000.00	0.00
10-4340-290 DEPARTMENTAL SUPPLIES	4,750.00	0.00
10-4340-320 RADIO COMMUNICATIONS	4,000.00	0.00
10-4340-321 TELEPHONE	3,000.00	0.00
10-4340-352 MAINT/REPAIR EQUIP	3,500.00	0.00
10-4340-353 MAINT/REPAIR VEH	10,500.00	0.00
10-4340-395 TRAVEL/TRAINING/MEETINGS	6,000.00	0.00
10-4340-470 FIREMEN'S PENSION FUND	5,000.00	0.00
10-4340-487 NC SALES TAX	2,500.00	0.00
10-4340-488 COUNTY SALES TAX	1,500.00	0.00
10-4340-491 DUES/SUBSCRIPTIONS	500.00	0.00
10-4340-499 MISCELLANEOUS	500.00	0.00
10-4340-550 CAPITAL OUTLAY	10,000.00	0.00
10-4500-212 UNIFORMS	2,000.00	0.00
10-4500-250 VEHICLE SUPPLIES	12,000.00	0.00
10-4500-290 DEPARTMENTAL SUPPLIES	9,500.00	0.00
10-4500-331 UTILITIES/STREET LIGHTS	47,500.00	0.00
10-4500-352 MAINT/REPAIR EQUIP	8,000.00	0.00
10-4500-399 GARBAGE COLLECTION	80,750.00	0.00
10-4500-401 COUNTY LANDFILL CHARGES	16,000.00	0.00
10-4500-419 CHRISTMAS LIGHTS	16,000.00	0.00
10-4500-591 RESURFACING/PAVING	40,000.00	0.00

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10-6120-121 SALARIES	45,000.00	0.00
10-6120-122 ESC CONTRIBUTION	450.00	0.00
10-6120-180 SS TAX	2,790.00	0.00
10-6120-181 MEDICARE TAX	653.00	0.00
10-6120-198 PROFESSIONAL SERVICES	3,000.00	0.00
10-6120-270 SUPPLIES FOR RESALE	4,000.00	0.00
10-6120-290 DEPARTMENTAL SUPPLIES	7,500.00	0.00
10-6120-299 CHEMICALS	7,500.00	0.00
10-6120-321 TELEPHONE	850.00	0.00
10-6120-331 UTILITIES	23,000.00	0.00
10-6120-352 MAINT/REPAIR EQUIP	4,000.00	0.00
10-6120-358 MAINT/REPAIR FACILITY	6,000.00	0.00
10-6120-400 HALLOWEEN IN THE PARK	4,000.00	0.00
10-6120-487 NC SALES TAX	500.00	0.00
10-6120-488 COUNTY SALES TAX	300.00	0.00
10-6120-550 CAPITAL OUTLAY	25,000.00	0.00
10-6120-991 CONTINGENCY	3,000.00	0.00
Totals for E	1,392,738.00	0.00
10-3100-017 2017 TAXES	0.00	607,488.00
10-3100-111 PRIOR YEAR TAXES	0.00	8,000.00
10-3100-120 MOTOR VEHICLE TAXES	0.00	49,832.00
10-3100-180 TAX INTEREST	0.00	4,500.00
10-3200-000 RENTAL VEHICLE TAXES	0.00	100.00
10-3224-350 TELECOMM SALES TAX	0.00	11,904.00
10-3230-000 SALES TAX DISTRIBUTION	0.00	310,838.00
10-3250-000 ABC REVENUES	0.00	650.00
10-3270-000 SOLID WASTE DISPOSAL TAX	0.00	927.00
10-3322-000 WINE & BEER TAX	0.00	7,775.00
10-3324-000 UTILITY FRANCHISE TAX	0.00	213,976.00
10-3324-350 VIDEO PROGRAMMING	0.00	5,130.00
10-3325-351 SALES TAX REFUND	0.00	10,000.00
10-3325-352 GASOLINE TAX REFUND	0.00	3,000.00
10-3343-000 ZONING PERMITS	0.00	1,000.00
10-3431-490 COURT FEES	0.00	2,500.00
10-3431-890 DSM REVENUES	0.00	2,000.00
10-3474-000 CEMETERY REVENUES	0.00	2,500.00
10-3613-410 PARK FEES	0.00	20,000.00
10-3613-420 SOFTBALL LEAGUES	0.00	4,500.00
10-3613-480 CONCESSIONS	0.00	5,000.00
10-3830-399 EXTRA GARBAGE CANS	0.00	1,500.00
10-3831-491 INVESTMENT EARNINGS	0.00	375.00
10-3831-497 INTEREST INCOME	0.00	375.00
10-3833-840 DONATIONS	0.00	1,000.00
10-3988-980 TRANSFER/CAPITAL RESERVE (21-8100-980)	0.00	50,000.00
10-3991-000 FUND BALANCE APPROPRIATED	0.00	67,868.00
Totals for R	0.00	1,392,738.00

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GL Account/Description	Debit	Credit	
Totals for Fund: 10		1,392,738.00	1,392,738.00
11-4510-121 SALARIES	9,422.00	0.00	
11-4510-122 ESC CONTRIBUTION	94.00	0.00	
11-4510-180 SS TAX	584.00	0.00	
11-4510-181 MED TAX	333.00	0.00	
11-4510-199 ENGINEERING SERVICES	1,000.00	0.00	
11-4510-250 VEHICLE SUPPLIES	500.00	0.00	
11-4510-290 DEPARTMENTAL SUPPLIES	2,000.00	0.00	
11-4510-299 CHEMICALS	3,000.00	0.00	
11-4510-350 MAINT/REPAIR EQUIP	4,359.00	0.00	
11-4510-360 INMATE EXPENSE	500.00	0.00	
11-4510-591 RESURFACING & PAVING	22,000.00	0.00	
11-4510-592 GRADING/PATCHING	10,000.00	0.00	
Totals for E	53,792.00	0.00	
11-3451-000 POWELL BILL ALLOCATION	0.00	53,292.00	
11-3831-492 INVESTMENT EARNINGS	0.00	500.00	
Totals for R	0.00	53,792.00	
Totals for Fund: 11		53,792.00	53,792.00
60-7100-121 SALARIES	248,620.00	0.00	
60-7100-122 ESC CONTRIBUTION	2,350.00	0.00	
60-7100-180 SS TAX	14,570.00	0.00	
60-7100-181 MEDICARE TAX	3,407.00	0.00	
60-7100-182 RETIREMENT	16,614.00	0.00	
60-7100-183 GROUP INSURANCE	41,558.00	0.00	
60-7100-184 DENTAL INSURANCE	3,751.00	0.00	
60-7100-189 SUPPLEMENTAL RETIREMENT	10,575.00	0.00	
60-7100-199 PROFESSIONAL SERVICES	25,000.00	0.00	
60-7100-212 UNIFORMS	5,000.00	0.00	
60-7100-238 HEALTH/SAFETY SERVICES	500.00	0.00	
60-7100-250 VEHICLE SUPPLIES	15,000.00	0.00	
60-7100-290 DEPARTMENTAL SUPPLIES	25,000.00	0.00	
60-7100-299 CHEMICALS	17,500.00	0.00	
60-7100-321 TELEPHONE SERVICE	4,000.00	0.00	
60-7100-325 POSTAGE	4,500.00	0.00	
60-7100-331 UTILITIES	42,000.00	0.00	
60-7100-334 WATER PURCHASES	250,000.00	0.00	
60-7100-352 MAINT/REPAIR	45,000.00	0.00	
60-7100-353 MAINT/REPAIR VEH	6,000.00	0.00	
60-7100-359 RIGHT-OF-WAY MAINTENANCE	8,000.00	0.00	
60-7100-360 INMATE EXPENSE	500.00	0.00	
60-7100-395 TRAVEL/TRAINING/MEETINGS	4,000.00	0.00	
60-7100-440 WATER/SEWER ANALYSIS	17,500.00	0.00	
60-7100-442 INDUSTRIAL MONITORING	3,000.00	0.00	
60-7100-491 PERMIT FEES	2,000.00	0.00	
60-7100-520 FIRST BANK LOAN PAYMENT IND	74,400.00	0.00	

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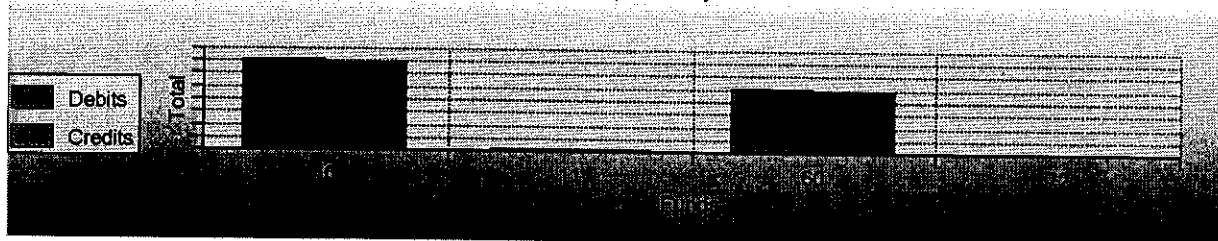
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GL Account/Description	Debit	Credit
60-7100-530 PARK LIFT STAT SAFETY EQUIPMENT	3,000.00	0.00
60-7100-550 CAPITAL OUTLAY EQUIP.	40,000.00	0.00
60-7100-585 SRF LOAN CLOSING COSTS	66,160.00	0.00
Totals for E	999,505.00	0.00
60-3325-351 SALES TAX REFUND	0.00	2,000.00
60-3325-352 GAS TAX REFUND	0.00	1,000.00
60-3431-000 NCCMT - NC DEBT SET-OFF REVENUE	0.00	1,000.00
60-3712-505 CONNECTION FEE	0.00	4,000.00
60-3712-510 WATER CHARGES	0.00	505,237.00
60-3712-511 SEWER CHARGES	0.00	405,236.00
60-3712-520 WATER TAPS	0.00	1,000.00
60-3712-521 SEWER TAPS	0.00	500.00
60-3712-530 LATE CHARGE	0.00	9,000.00
60-3712-580 RECONNECT FEE	0.00	1,500.00
60-3712-581 RECOVERY/CHARGE OFF ACCOUNTS	0.00	350.00
60-3712-582 RECOVERY/RETURNED CHECKS	0.00	1,000.00
60-3830-000 MISCELLANEOUS REVENUES	0.00	2,000.00
60-3831-497 INVESTMENT EARNINGS	0.00	1,000.00
60-3835-820 SALE OF FIXED ASSETS	0.00	500.00
60-3991-000 FUND BALANCE APPROPRIATED	0.00	64,182.00
Totals for R	0.00	999,505.00
Totals for Fund: 60		999,505.00
72-4300-121 LEO SALARY BENEFIT	21,055.00	0.00
72-4300-180 SS TAX	1,296.00	0.00
72-4300-181 MEDICARE TAX	303.00	0.00
Totals for E	22,654.00	0.00
72-3431-491 INVESTMENT EARNINGS	0.00	50.00
72-3990-000 LEO SEPARATION RESERVE	0.00	22,604.00
Totals for R	0.00	22,654.00
Totals for Fund: 72		22,654.00
Totals for Fiscal Period:		2,468,689.00

Debit/Credit Comparison By Fund



Entries for Budget Approval

Fiscal Period - 25 2016-2017 Dates - 07/01/2016 - Thru - 06/30/2017

Town of Biscoe

9/6/2016 12:33:55 PM

Operator: 3

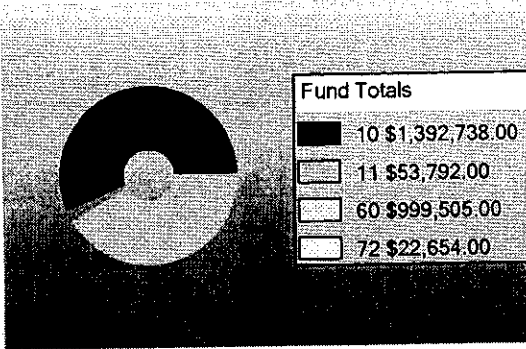
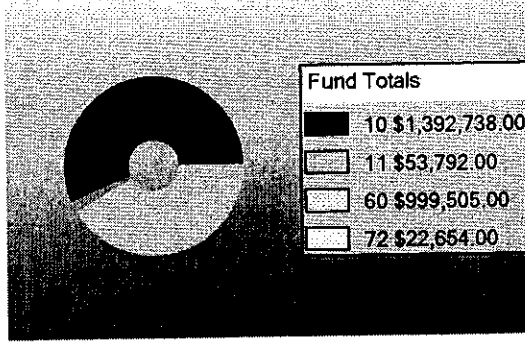
Page

6 Of 6

GL Account/Description

Debit

Credit

Expenses		Revenues																					
	<table border="1"><thead><tr><th colspan="2">Fund Totals</th></tr></thead><tbody><tr><td>10</td><td>\$1,392,738.00</td></tr><tr><td>11</td><td>\$53,792.00</td></tr><tr><td>60</td><td>\$999,505.00</td></tr><tr><td>72</td><td>\$22,654.00</td></tr></tbody></table>	Fund Totals		10	\$1,392,738.00	11	\$53,792.00	60	\$999,505.00	72	\$22,654.00		<table border="1"><thead><tr><th colspan="2">Fund Totals</th></tr></thead><tbody><tr><td>10</td><td>\$1,392,738.00</td></tr><tr><td>11</td><td>\$53,792.00</td></tr><tr><td>60</td><td>\$999,505.00</td></tr><tr><td>72</td><td>\$22,654.00</td></tr></tbody></table>	Fund Totals		10	\$1,392,738.00	11	\$53,792.00	60	\$999,505.00	72	\$22,654.00
Fund Totals																							
10	\$1,392,738.00																						
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72	\$22,654.00																						



Budget Workshop
May 11, 2016

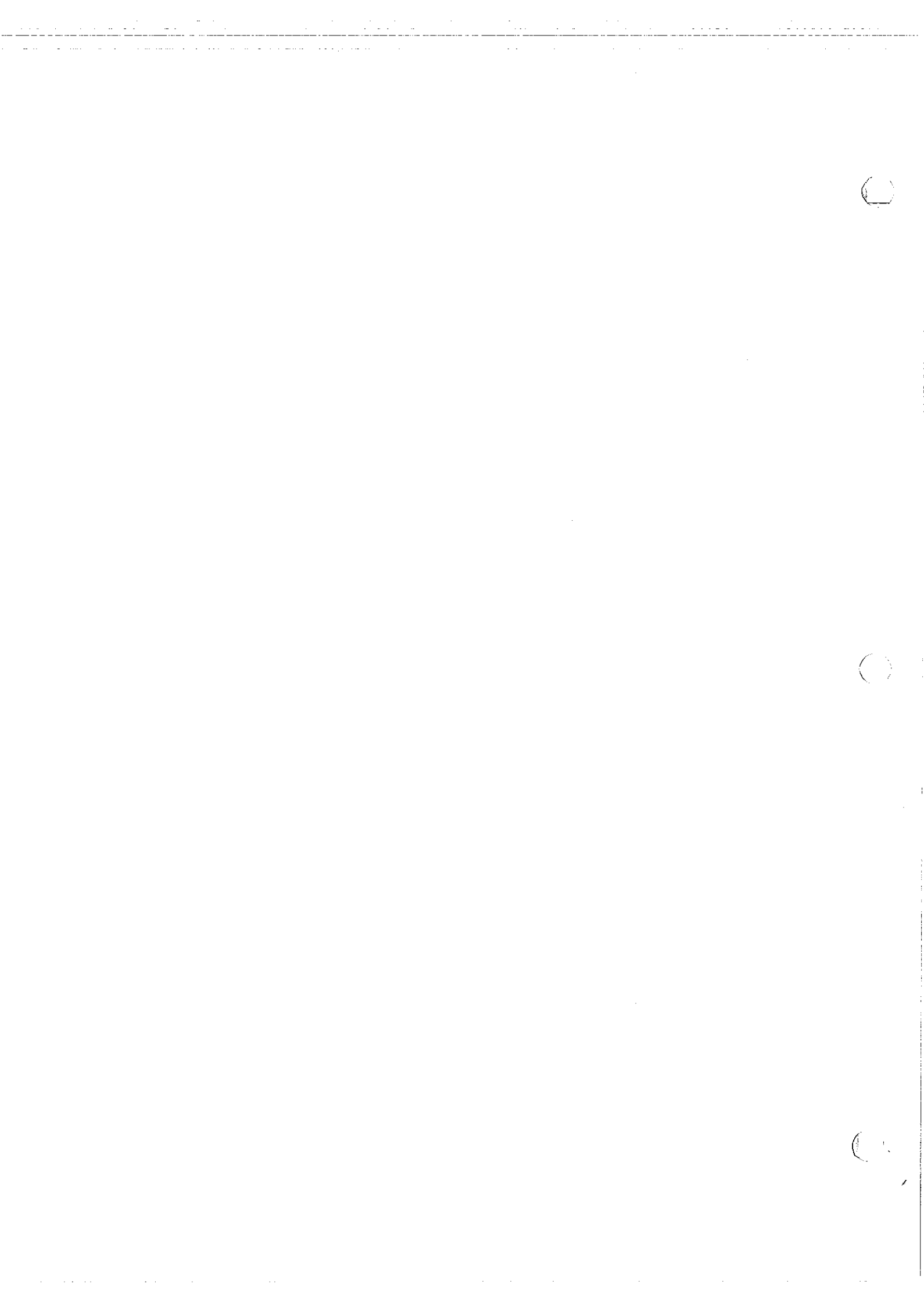
TOWN OF BISCOE OFFICIAL RECORD

General Fund Revenues

The first draft of the fiscal year 2016-2017 Budget proposes a remaining property tax rate of \$0.56 per \$100 valuation. In fiscal year 2014-2015 the real property and vehicle valuation for the Town of Biscoe was \$118,144,351 with a combined collection rate of 97.5%. While the Montgomery County Tax office see an increase of \$99,384 to the total property tax valuation, in Fiscal year 2016-2017 we can estimate to collect \$669,820 in property tax. State forecasts show that Biscoe can expect around a 3.75% increase on sales tax revenue, 5% increase in beer and wine taxes and close to 1.5% increase in solid waste disposal tax. While Powell Bill is expected to remain the same. \$52,592 of Fund Balance is appropriated to balance the general fund. This amount is much smaller than before due to the decrease in the Law Enforcement Separation line item, and the need for improvements at the park that are not as costly as previous years.

General Fund Expenditures

In an effort to minimize fund balance spending there are minor changes, and the General Fund expenditure changes are highlighted as follows: The Police Department will replace 4 radars at \$9,400. The Police Department Budget will not include the Transfer to the LEO Separation Fund of \$25,000. The funds will be transferred from the CD that has a balance of \$139,247. This transfer is normally slightly less than \$20,000.



The Streets Department budget continues to fund Christmas Light replacement at \$16,000. The Cemetery is scheduled to have the lower section paved and the timber cut during the current fiscal year.

There are several needs at the park that will have to be addressed in the future, the most critical of those will be addressed in the FY 16-17 budget by replacing the lights poles. The poles have outlived their expected usefulness and are starting to get holes in them from birds. \$25,000 has been budgeted to complete this project. We will also have the fencing replaced at the backstop. The future needs will include Bleacher replacements (\$2,000 each), Equipment to drag the field (\$12,000), Replastering of the pool (\$50,000), Restoring the basketball area (\$20,000).

Enterprise Fund

Rates are proposed to remain the same in the Water & Sewer Fund \$55,560 is appropriated from fund balance to offset the expenditures. The department will experience new debt payments totaling \$140,560, for the SRF Loan payments and the First Bank loan for the Industrial Park Lift Station, therefore capital spending has been limited. \$40,000 is set aside for Capital Outlay and may be increased if the board wishes. We are still waiting on the engineer to inform us on our next steps toward infrastructure improvements.

PUBLIC HEARING

In accordance with N.C.G.S. § 159-12(b) there will be a public hearing on June 13, 2016 at 7:00 pm, at the Biscoe Town Hall, any person wishing to make comments may do so at that time.

Respectfully Submitted,

Brandon Holland
Town Manager



Budget Totals

General Fund - 10

Revenues
Expenditures

	<u>2015-2016 (Approved)</u>	<u>2016-2017 (Requested)</u>
Revenues	\$1,430,562	\$1,377,462
Expenditures	\$1,430,562	\$1,377,462

Water & Sewer Fund - 70

Revenues
Expenditures

	<u>2015-2016 (Approved)</u>	<u>2016-2017 (Requested)</u>
Revenues	\$935,323	\$990,883
Expenditures	\$935,323	\$990,883

Powell Bill Fund - 11

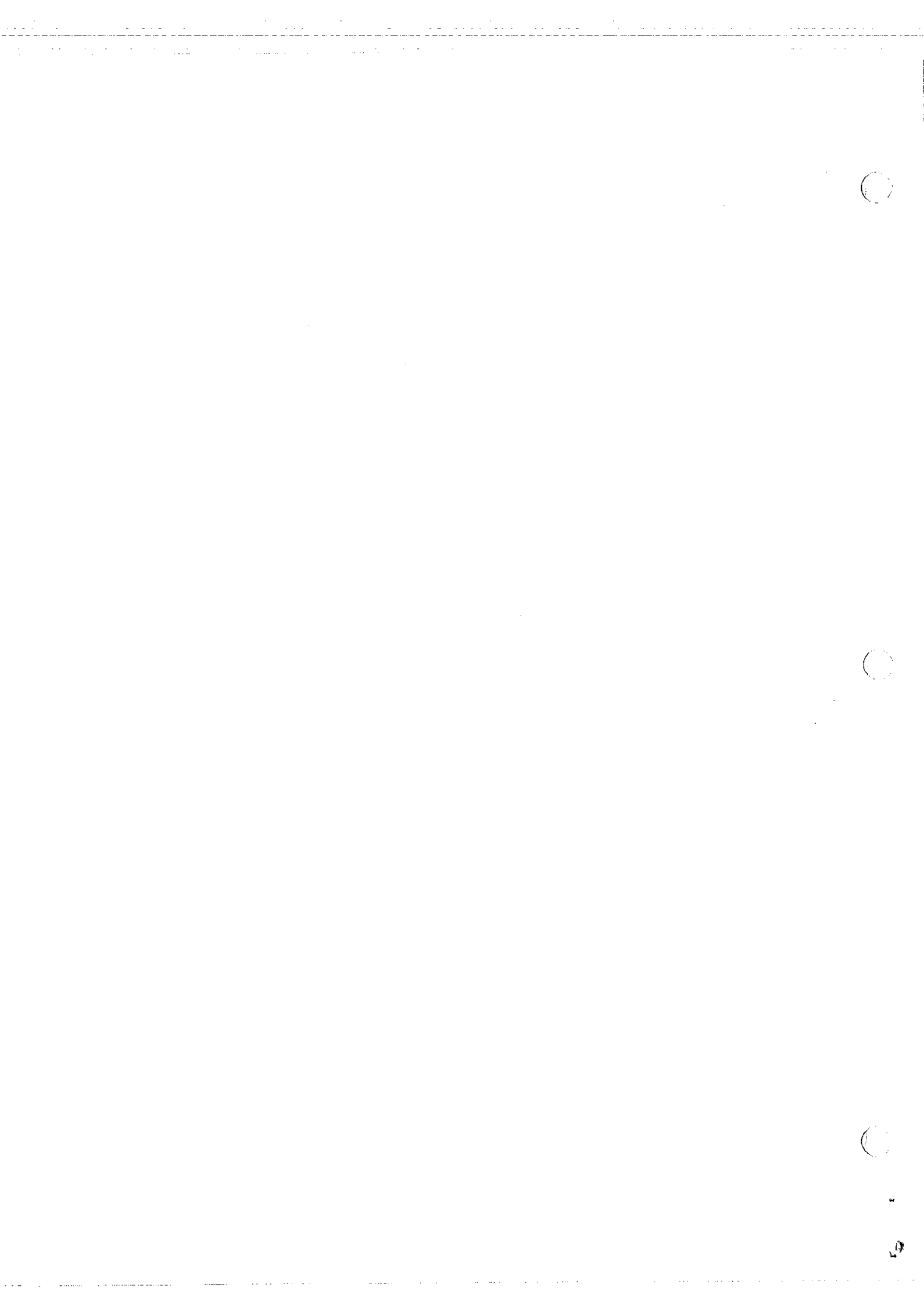
Revenues
Expenditures

	<u>2015-2016 (Approved)</u>	<u>2016-2017 (Requested)</u>
Revenues	\$53,792	\$53,792
Expenditures	\$53,792	\$53,792



General Fund - 10

	2015-2016 <u>Approved</u>	2016-2017 <u>Requested</u>
REVENUES		
Ad Valorem Taxes		
10-3100-006 2006 TAXES	\$0	\$0
10-3100-011 2011 TAXES	\$0	\$0
10-3100-012 2012 TAXES	\$0	\$0
10-3100-013 2013 TAXES	\$0	\$0
10-3100-014 2014 TAXES	\$0	\$0
10-3100-015 2015 TAXES	\$0	\$0
10-3100-016 2016 TAXES	\$607,488	\$607,488
10-3100-111 PRIOR YEAR TAXES	\$8,000	\$8,000
10-3100-120 MOTOR VEHICLE TAXES	\$49,832	\$49,832
10-3100-180 TAX INTEREST	\$4,500	\$4,500
	<u>\$669,820</u>	<u>\$669,820</u>
Unrestricted Intergovernmental		
10-3100-200 INSURANCE PROCEEDS	\$0	\$0
10-3200-000 RENTAL VEHICLE TAXES	\$100	\$100
10-3220-000 INTANGIBLE PROPERTY TAX	\$0	\$0
10-3224-350 TELECOMM SALES TAX	\$11,904	\$11,904
10-3230-000 SALES TAX DISTRIBUTION	\$299,603	\$310,838
	<u>\$311,607</u>	<u>\$322,842</u>
Restricted Intergovernmental		
10-3250-000 ABC REVENUES	\$650	\$650
10-3260-000 PRIVILEGE LICENSE TAX	\$0	\$0
10-3270-000 SOLID WASTE DISPOSAL TAX	\$913	\$927
10-3322-000 WINE & BEER TAX	\$7,405	\$7,775
10-3324-000 UTILITY FRANCHISE TAX	\$213,976	\$213,976



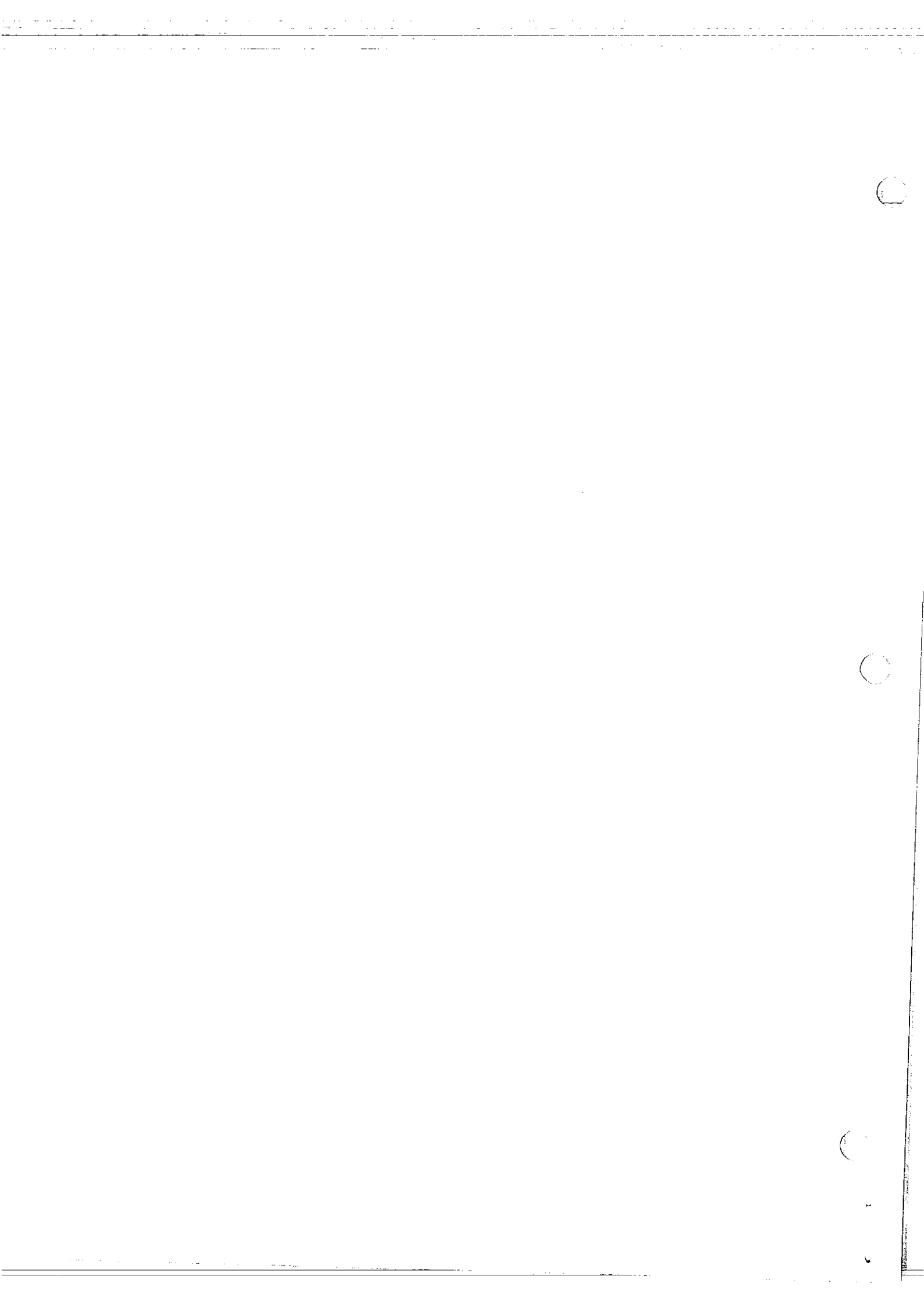
10-3324-350	VIDEO PROGRAMMING	\$5,130
10-3325-351	SALES TAX REFUND	\$10,000
10-3325-352	GASOLINE TAX REFUND	\$3,000
10-3326-000	SENIOR CIT EXEMPT REFUND	\$0
10-3327-000	INVENTORY TAX CREDIT	\$0
		<u>\$241,458</u>

10-3324-350	VIDEO PROGRAMMING	\$5,130
10-3325-351	SALES TAX REFUND	\$10,000
10-3325-352	GASOLINE TAX REFUND	\$3,000
10-3326-000	SENIOR CIT EXEMPT REFUND	\$0
10-3327-000	INVENTORY TAX CREDIT	\$0
		<u>\$241,074</u>

Fees, Sales, and Services

10-3340-000	ORDINANCE FEES	\$0
10-3343-000	ZONING PERMITS	\$1,000
10-3413-582	RECOVERY/RETURNED CHECKS	\$0
10-3431-490	COURT FEES	\$2,500
10-3431-880	COPS GRANT REVENUE	\$0
10-3431-890	DSM REVENUES	\$2,000
10-3431-900	WEAPONS REPLACEMENT EV 1	\$0
10-3433-362	HWY SAFETY GRANT PD	\$0
10-3434-320	COUNTY APPROPRIATION/FD	\$0
10-3474-000	CEMETERY REVENUES	\$2,500
10-3612-370	FIRE GRANT FUNDS	\$0
10-3613-410	PARK FEES	\$20,000
10-3613-420	SOFTBALL LEAGUES	\$4,500
10-3613-430	RECREATION OUTREACH PROG - FROM COUNTY	\$0
10-3613-480	CONCESSIONS	\$5,000
10-3613-500	PRECIOUS METAL FEES	\$0
10-3613-823	ANNEXATION FEES	\$0
10-3830-000	MISCELLANEOUS REVENUES	\$0
10-3830-399	EXTRA GARBAGE CANS	\$1,500
10-3830-500	STATE ON-BEHALF PAYMENTS	\$0
10-3831-491	INVESTMENT EARNINGS	\$375
10-3831-493	FIRE DEPT INVESTMENT EARNINGS	\$0

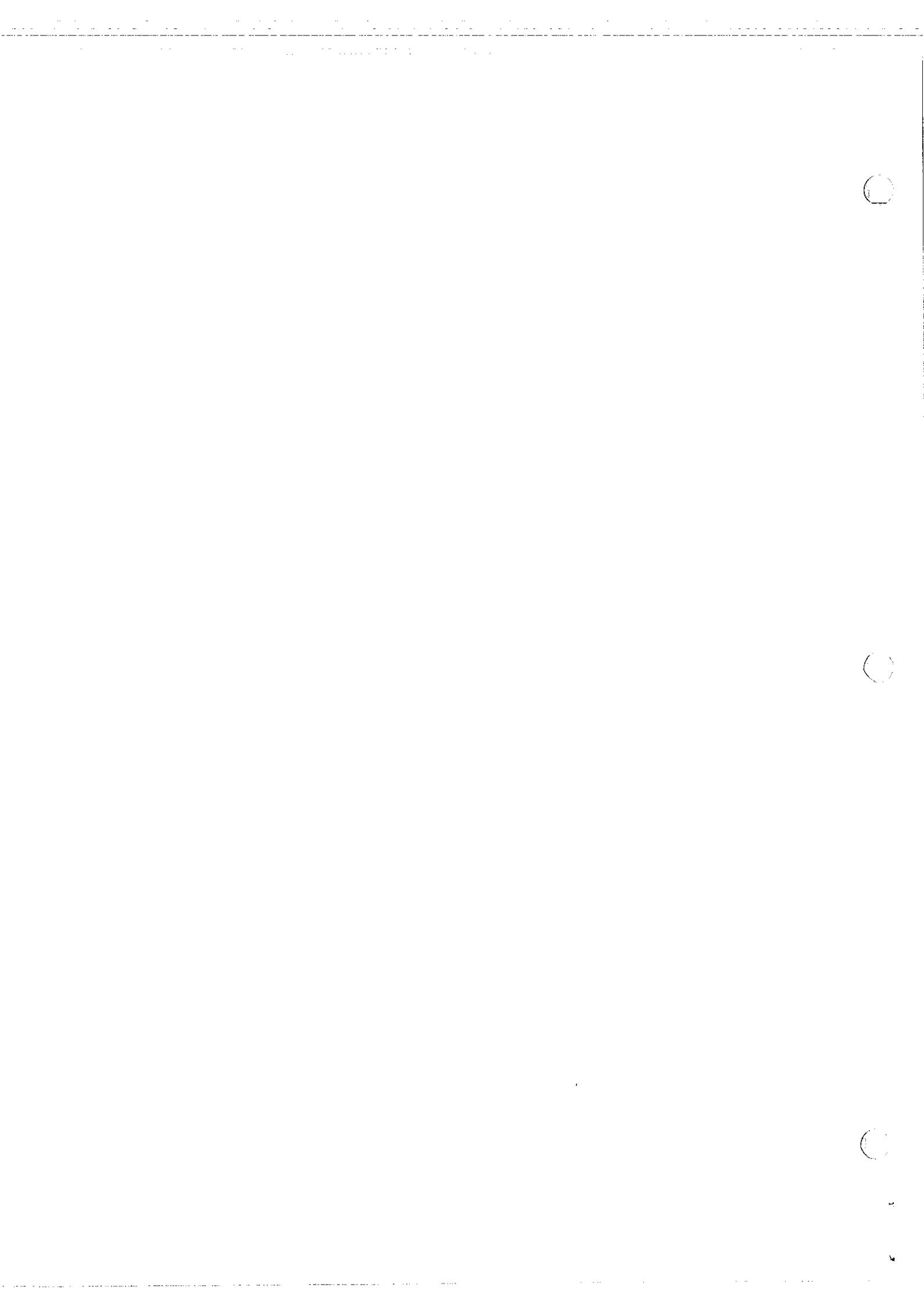




**General Fund - 10
GOVERNING BOARD**

4110

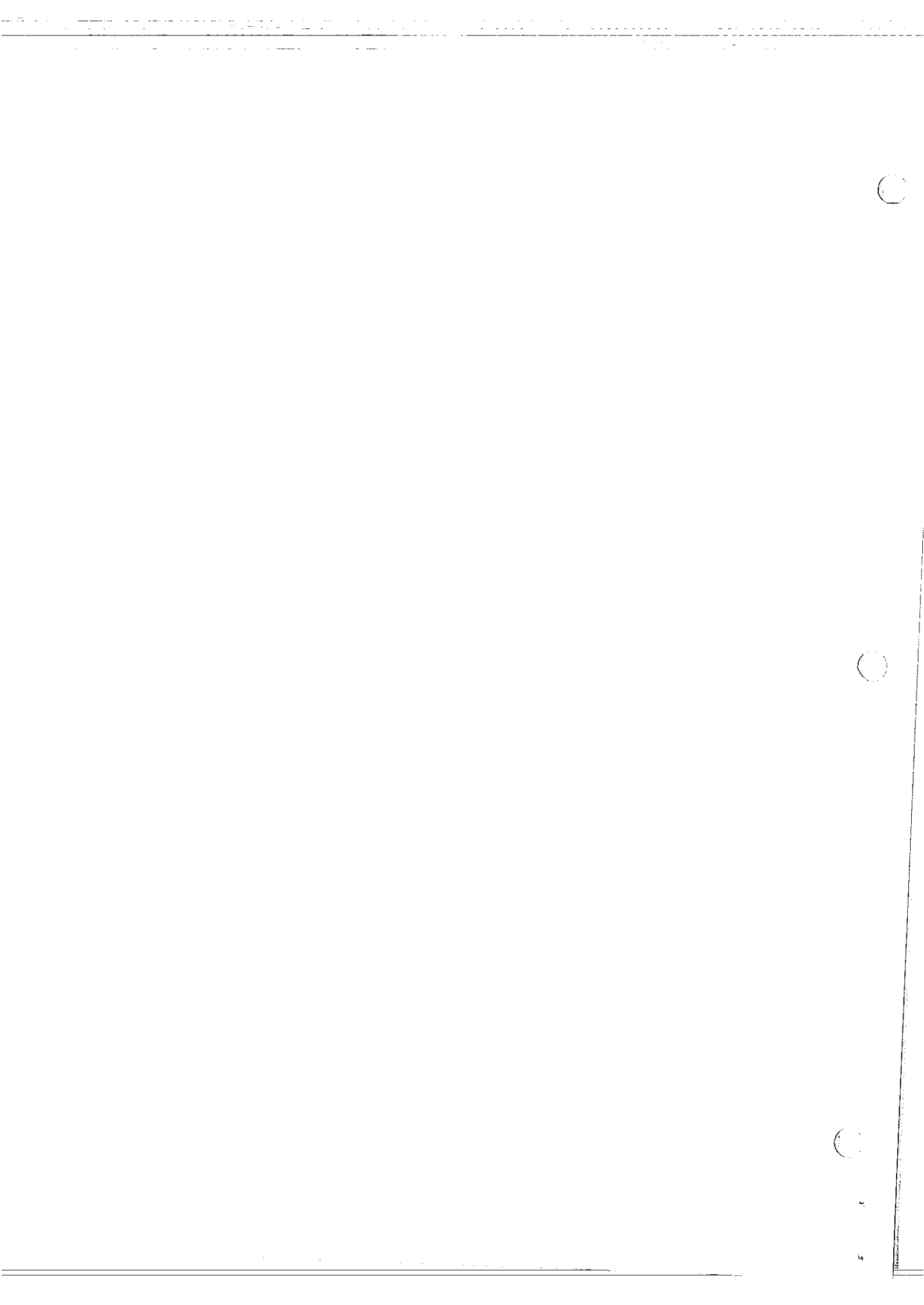
	2015-2016 (Approved)	2016-2017 (Requested)
SALARIES	\$10,211	\$10,211
ESC CONTRIBUTION	\$102	\$102
SS TAX	\$633	\$633
MEDICARE TAX	\$148	\$148
TRAVEL	\$500	\$500
	<u>\$11,594</u>	<u>\$11,594</u>



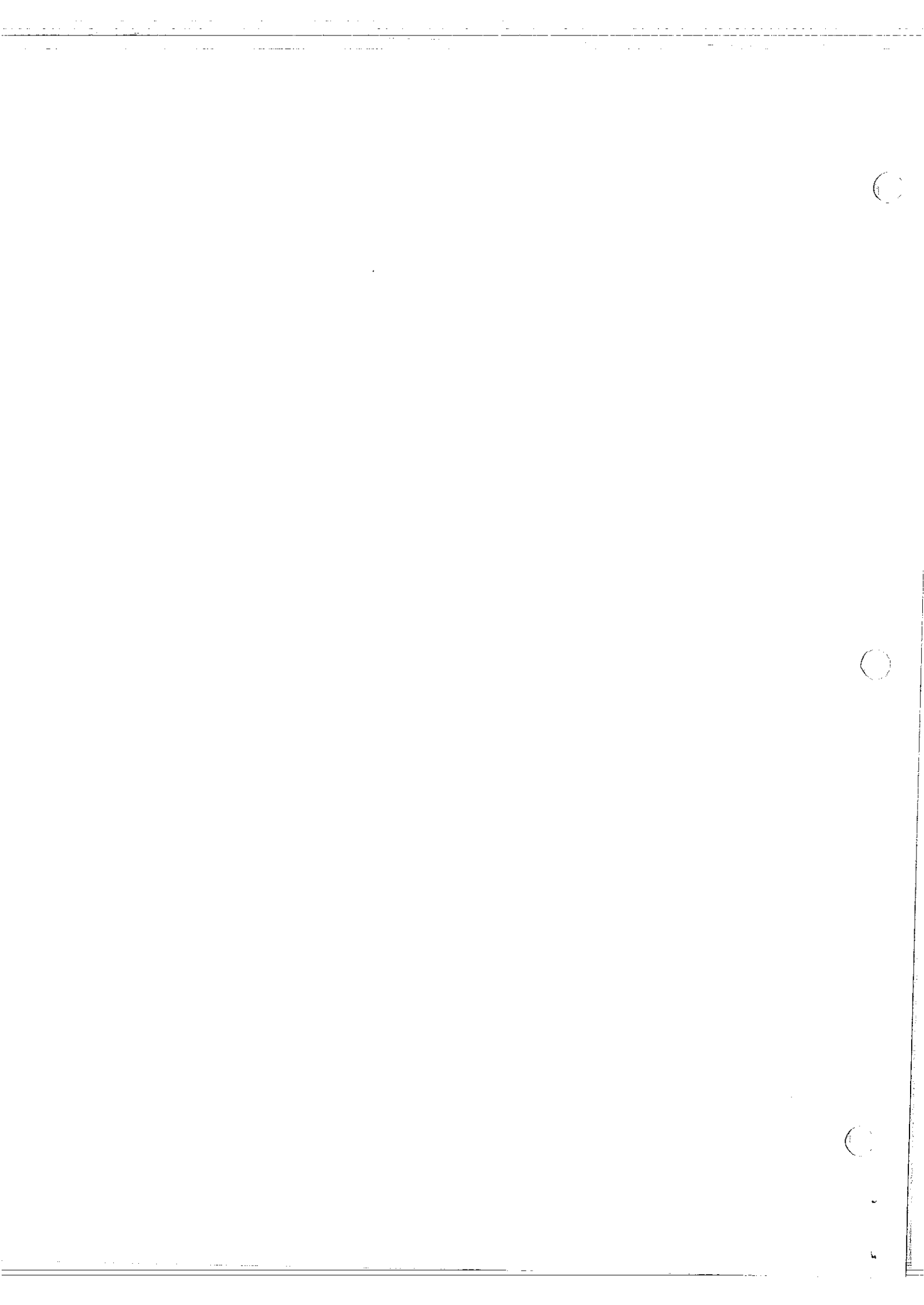
General Fund-10

4120 ADMINISTRATION

	2015-2016 (Approved)	2016-2017 (Requested)
SALARIES	\$109,127	\$109,127
ESC CONTRIBUTION	\$1,091	\$1,091
SS TAX	\$6,766	\$6,766
MEDICARE TAX	\$1,582	\$1,582
RETIREMENT	\$7,715	\$7,715
GROUP INSURANCE	\$10,390	\$10,390
DENTAL INSURANCE	\$938	\$938
SUPPLEMENTAL RETIREMENT	\$4,460	\$4,460
VEHICLE SUPPLIES	\$600	\$600
PART TIME HELP	\$0	\$0
OFFICE SUPPLIES	\$9,000	\$9,000
TRAVEL/TRAINING/MEETINGS	\$4,000	\$4,000
TELEPHONE	\$8,000	\$8,000
POSTAGE	\$2,250	\$2,250
PRINTING SERVICES	\$1,000	\$1,000
MAINT/REPAIR EQUIP/COPIER LEASES	\$8,000	\$8,000
COMPUTER PROGRAMMING SERVICES	\$7,500	\$7,500
LEGAL ADVERTISING	\$2,000	\$2,000
PAYROLL SERVICE	\$0	\$0
VEHICLE TAX COLLECTION FEE	\$0	\$0
VEHICLE TAX REFUNDS	\$0	\$0
RENT	\$77,850	\$77,850
INSURANCE/BONDING		



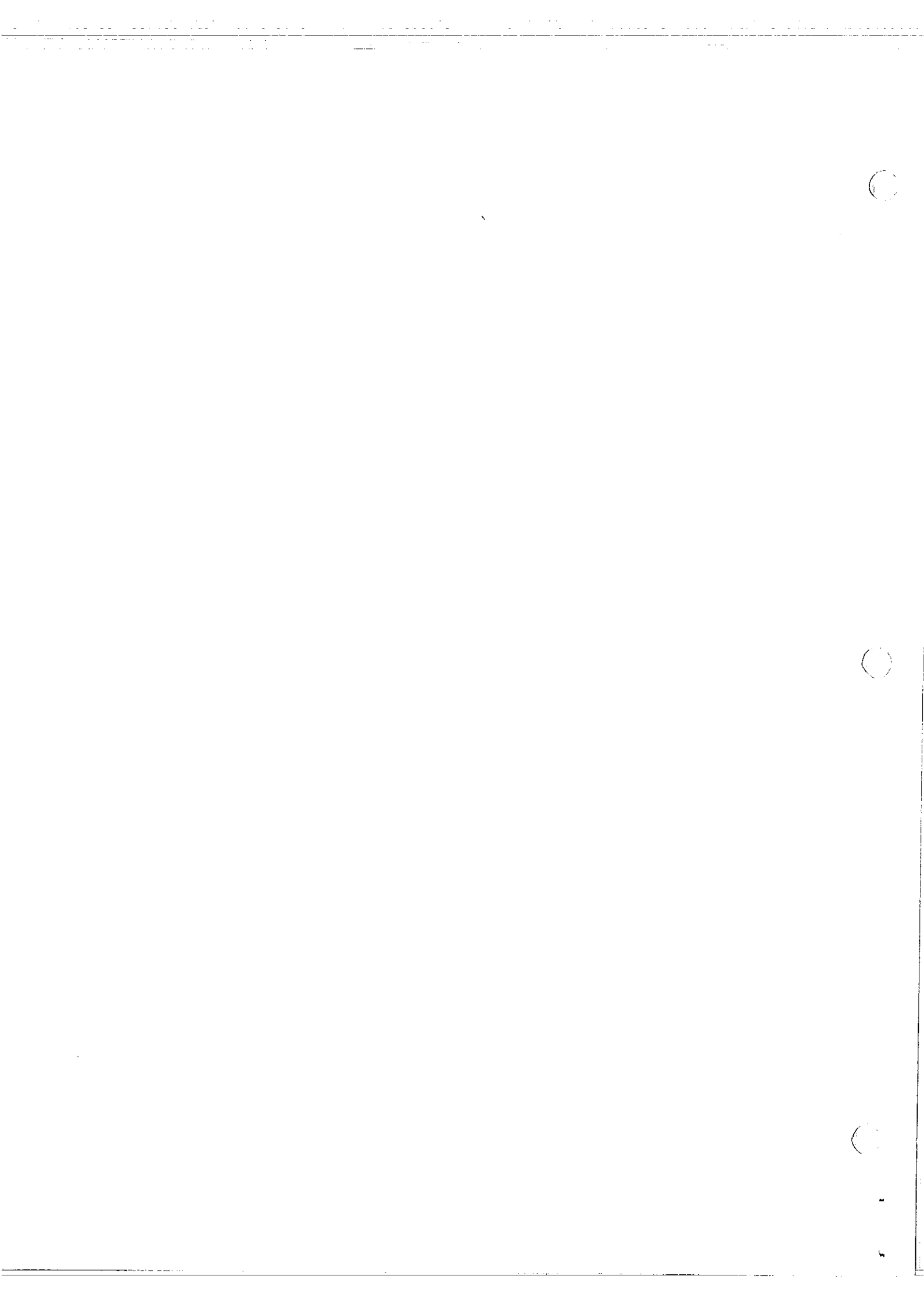
NC SALES TAX	\$1,100	\$1,100
COUNTY SALES TAX	\$500	\$500
DUES/SUBSCRIPTIONS	\$4,200	\$4,200
MEDC DUES	\$5,100	\$5,100
ELECTIONS	\$2,000	\$2,000
MISCELLANEOUS	\$0	\$0
PALUZA EXPENSES	\$0	\$0
CAPITAL OUTLAY	\$0	\$0
LIBRARY EXPENSE	\$6,000	\$6,000
CIVIC CONTRIBUTIONS	\$5,500	\$5,500
COUNTY TAX COLLECTION	\$13,116	\$13,116
CONTINGENCY	\$0	\$0
	<u>\$299,785</u>	<u>\$299,785</u>



General Fund-10

4150 LEGAL

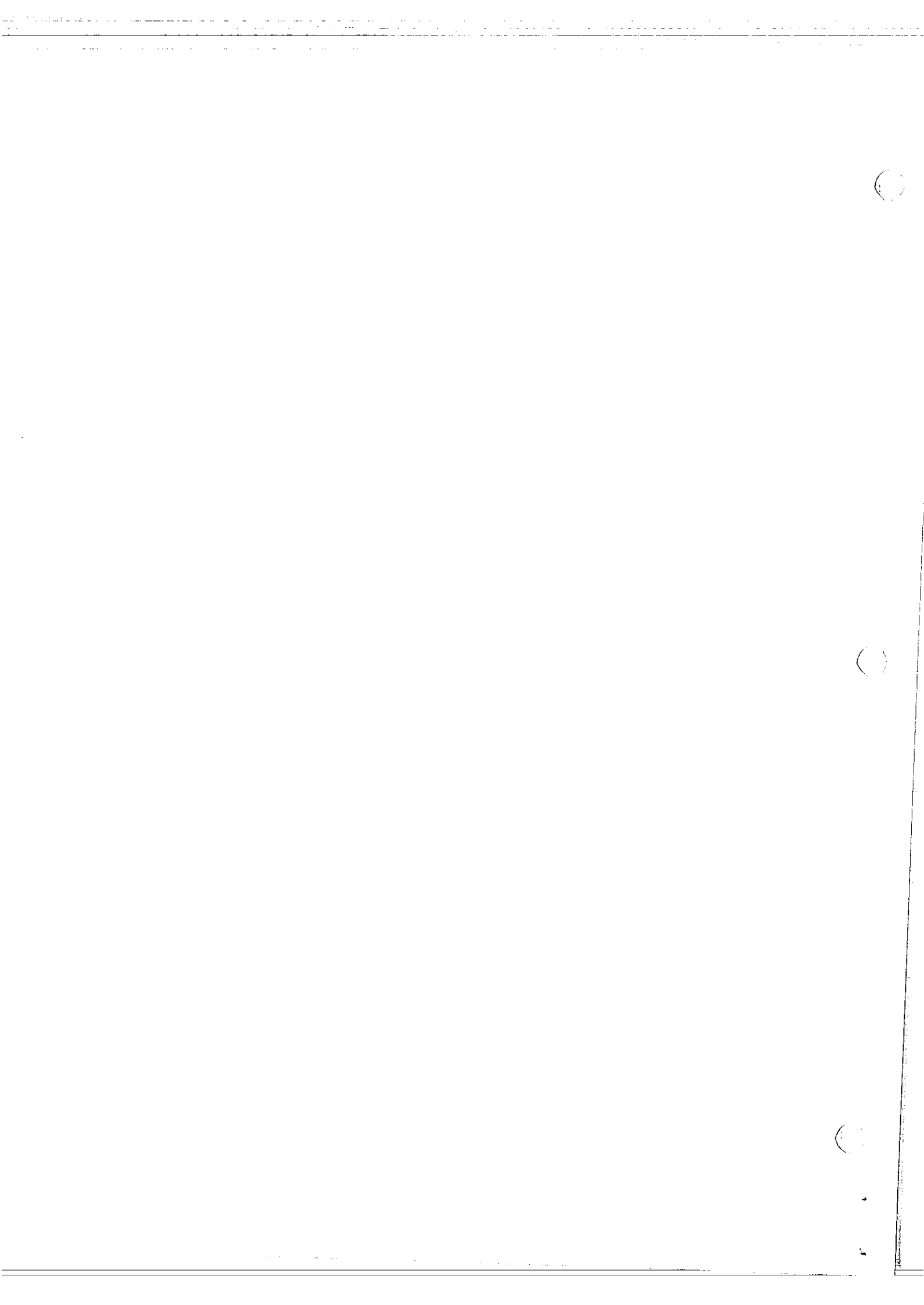
	2015-2016 (Approved)	2016-2017 (Requested)
CONDEMNATIONS	\$0	\$0
ACCOUNTING SERVICES	\$24,500	\$24,500
LEGAL SERVICES	\$5,000	\$5,000
CONSULTING SERVICES	\$10,000	\$10,000
SURVEYING SERVICES	\$1,000	\$1,000
ECONOMIC INCENTIVES	\$0	\$0
CONTINGENCY	\$1,000	\$1,000
	<u>\$41,500</u>	<u>\$41,500</u>



General Fund-10

4260 BUILDINGS & GROUNDS

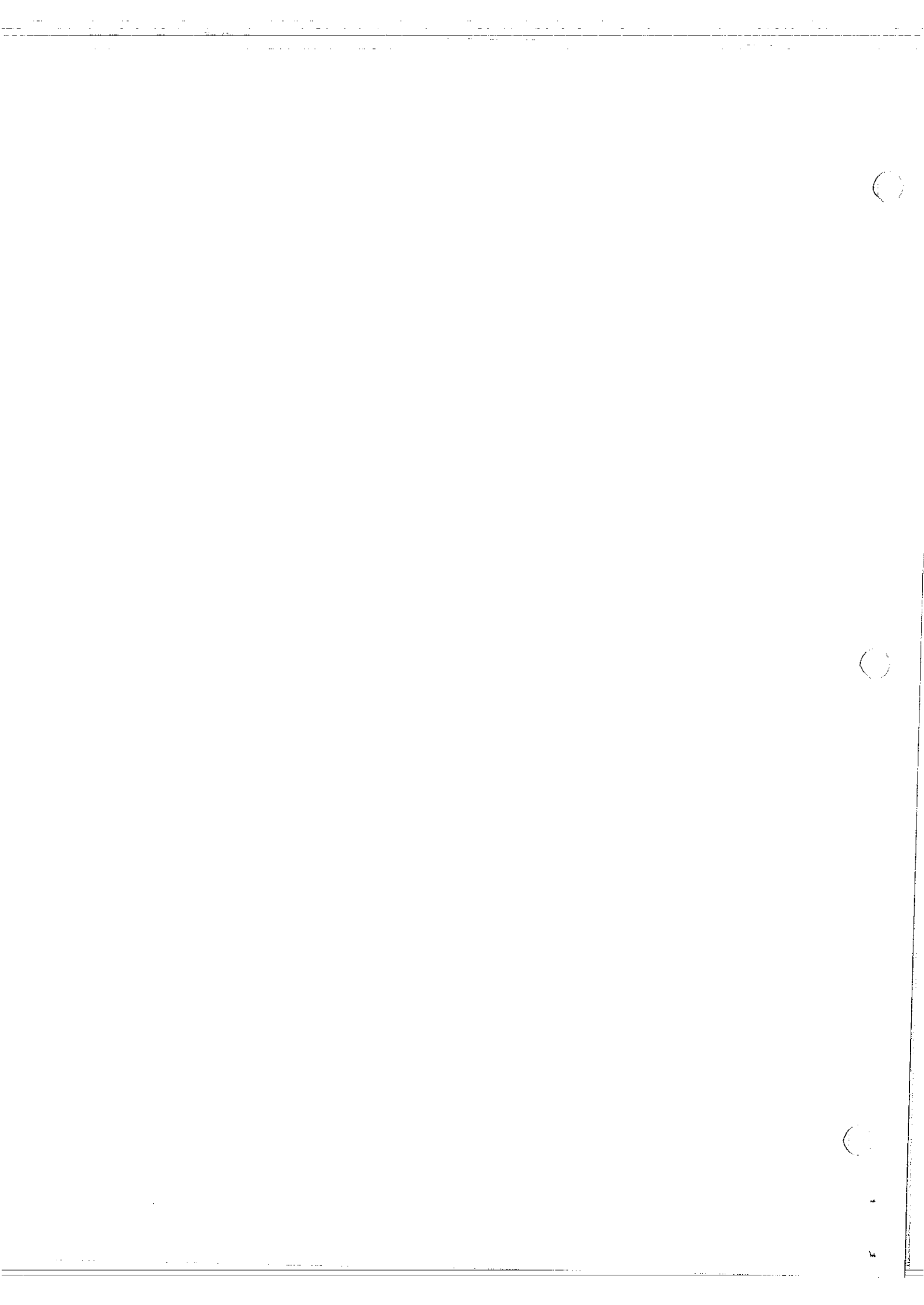
	2015-2016 (Adopted)	2016-2017 (Requested)
VEHICLE SUPPLIES	\$0	\$0
DEPARTMENTAL SUPPLIES	\$11,000	\$11,000
UTILITIES	\$25,000	\$25,000
MAINT/REPAIR GROUNDS	\$10,000	\$10,000
MAINT/REPAIR BUILDINGS	\$15,000	\$15,000
BEAUTIFICATION PROJECTS	\$3,000	\$3,000
MAINT/REPAIR EQUIP	\$7,500	\$7,500
VETERANS MONUMENT EXPENSES	\$0	\$0
NC SALES TAX	\$1,200	\$1,200
COUNTY SALES TAX	\$600	\$600
PURCHASE OF PROPERTY	\$0	\$0
CAPITAL OUTLAY	\$10,000	\$0
CONTINGENCY	\$0	\$0
	<u>\$83,300</u>	<u>\$73,300</u>



General Fund

4310 POLICE DEPARTMENT

	<u>2015-2016</u> (Adopted)	<u>2016-2017</u> (Requested)
SALARIES	\$297,167	\$297,167
ESC CONTRIBUTION	\$2,972	\$2,972
SS TAX	\$18,424	\$18,424
MEDICARE TAX	\$4,309	\$4,309
RETIREMENT	\$22,436	\$22,436
GROUP INSURANCE	\$57,143	\$57,143
DENTAL INSURANCE	\$5,157	\$5,157
TRANSFER TO LEO SEPARATION FUND (73-3431-000)	\$25,000	\$0
SUPPLEMENTAL RETIREMENT	\$13,372	\$13,372
UNIFORMS	\$4,000	\$4,000
HEALTH/SAFETY SERVICES	\$1,000	\$1,000
VEHICLE SUPPLIES	\$32,500	\$32,500
DEPARTMENTAL SUPPLIES	\$5,500	\$5,500
TRAVEL/TRAINING/MEETINGS	\$0	\$0
RADIO COMMUNICATIONS	\$3,500	\$3,500
TELEPHONE	\$9,000	\$9,000
AIR CARDS	\$2,000	\$2,000
PAGER EXPENSE	\$0	\$0
MAINT/REPAIR EQUIP	\$7,500	\$2,500
MAINT/REPAIR VEH	\$14,000	\$14,000
EMPLOYEE TRAINING	\$2,500	\$2,500
NC SALES TAX	\$0	\$0
COUNTY SALES TAX	\$0	\$0



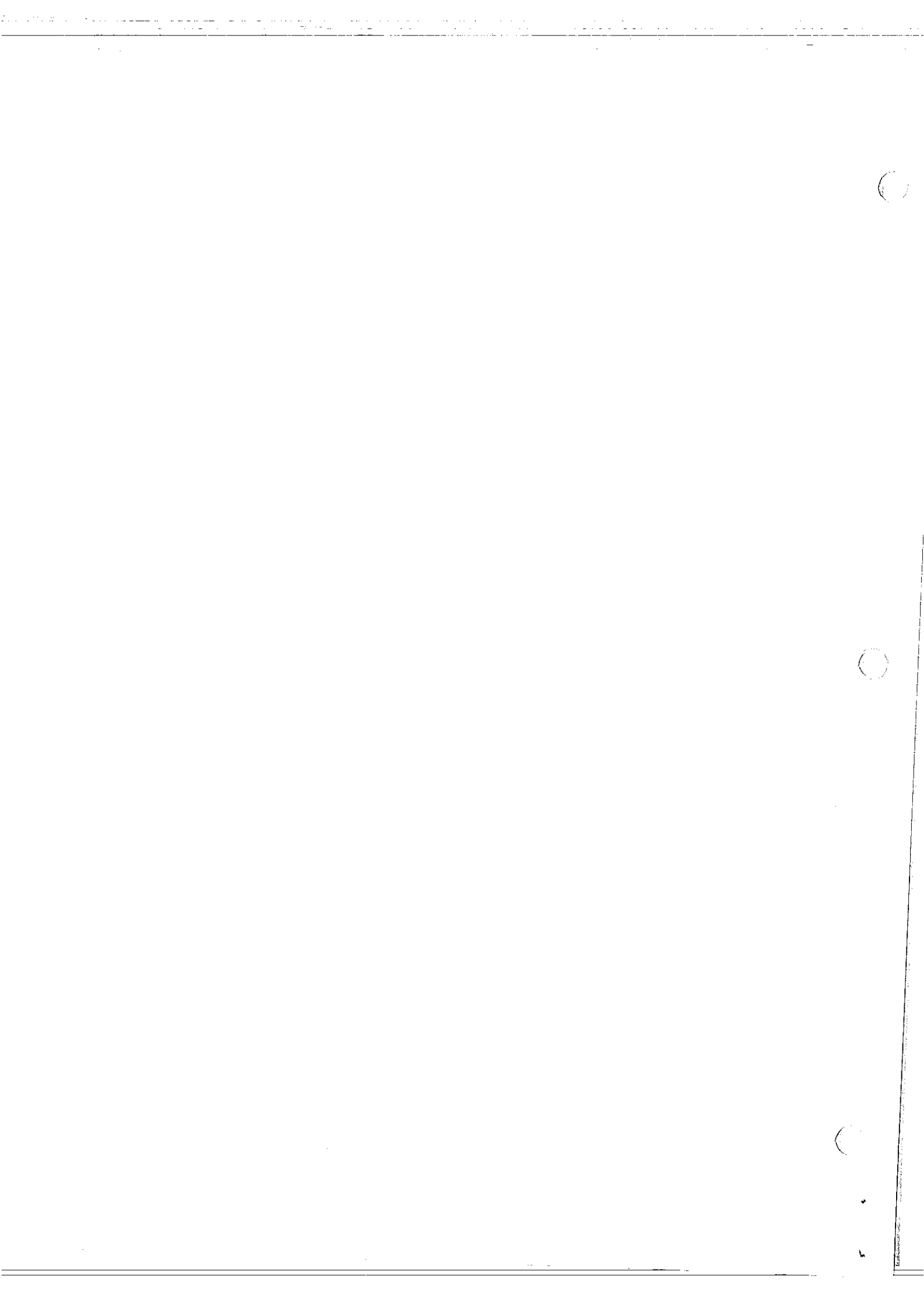
UNDERCOVER EXPENSE	\$1,000	\$1,000
DUES/SUBSCRIPTIONS	\$1,000	\$1,000
SERVICE AGREEMENTS	\$6,000	\$6,000
CANINE EXPENSE	\$2,000	\$0
DSM PURCHASES	\$2,000	\$0
MISCELLANEOUS	\$0	\$0
CAPITAL OUTLAY	\$0	\$9,400
CONTINGENCY	\$0	\$0
	<u>\$539,480</u>	<u>\$514,880</u>



General Fund-10

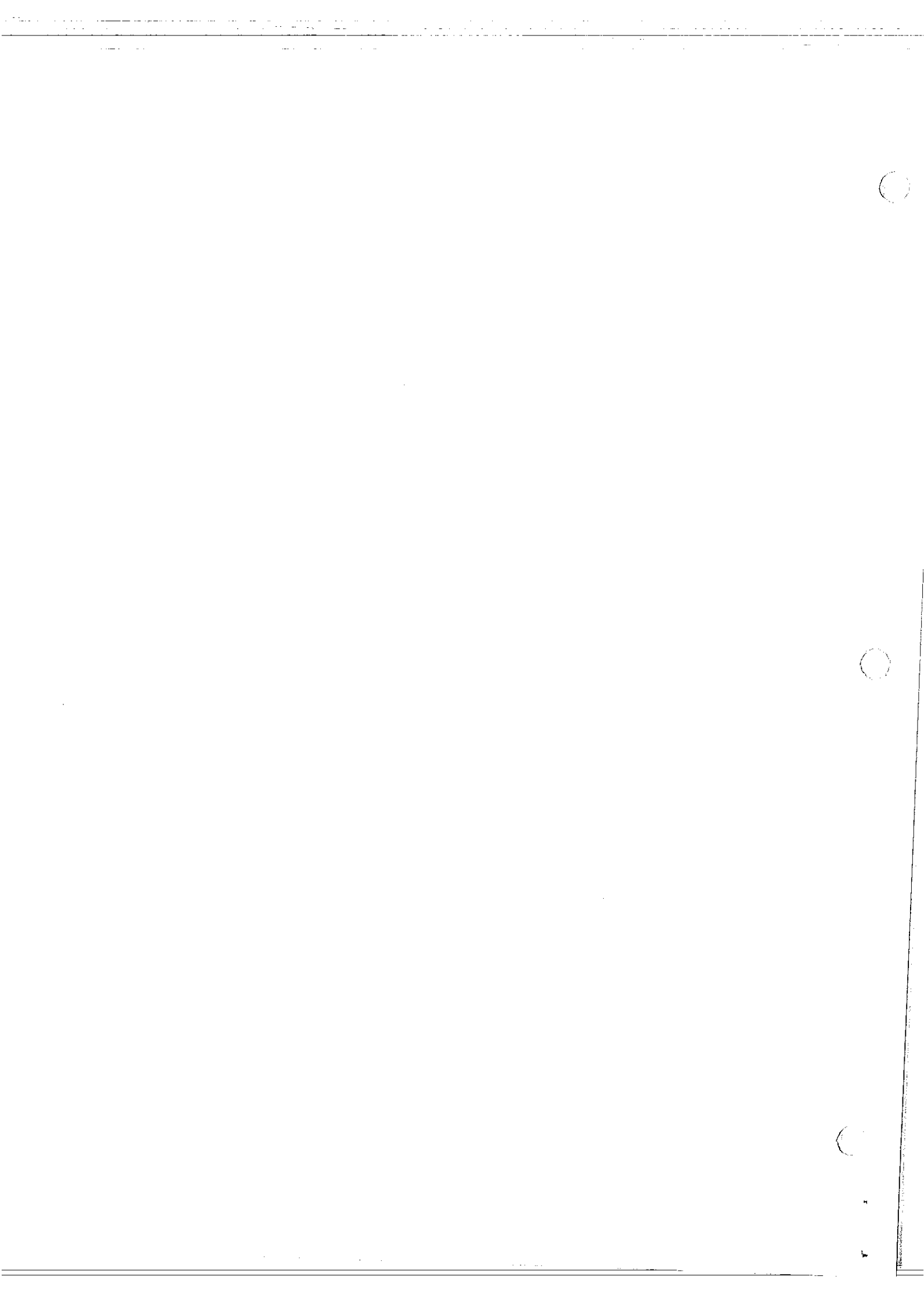
4340 FIRE DEPARTMENT

	<u>2015-2016</u> (Approved)	<u>2016-2017</u> (Requested)
SALARIES	\$5,000	\$5,000
SALARIES-BEHALF OF PAYMENTS	\$0	\$0
ESC CONTRIBUTION	\$300	\$300
SS TAX	\$60	\$60
MEDICARE TAX	\$0	\$0
RETIREMENT	\$0	\$0
GROUP INSURANCE	\$0	\$0
DENTAL INSURANCE	\$0	\$0
SUPPLEMENTAL RETIREMENT	\$0	\$0
UNIFORMS	\$2,000	\$2,000
HEALTH/SAFETY EQUIPMENT	\$8,500	\$8,500
VEHICLE SUPPLIES	\$4,000	\$4,000
DEPARTMENTAL SUPPLIES	\$4,750	\$4,750
RADIO COMMUNICATIONS	\$4,000	\$4,000
TELEPHONE	\$3,000	\$3,000
MAINT/REPAIR EQUIP	\$4,500	\$4,500
MAINT/REPAIR VEH	\$12,500	\$12,500
TRAVEL/TRAINING/MEETINGS	\$7,000	\$7,000
FIREMEN'S PENSION FUND	\$5,000	\$5,000
NC SALES TAX	\$2,500	\$2,500
COUNTY SALES TAX	\$1,500	\$1,500
DUES/SUBSCRIPTIONS	\$500	\$500
MISCELLANEOUS	\$500	\$500



SALARY ON BEHALF PAYMENTS
CAPITAL OUTLAY
CAPITAL RESERVE
CONTINGENCY
FIRE DEPT CHECKING EXPENSE

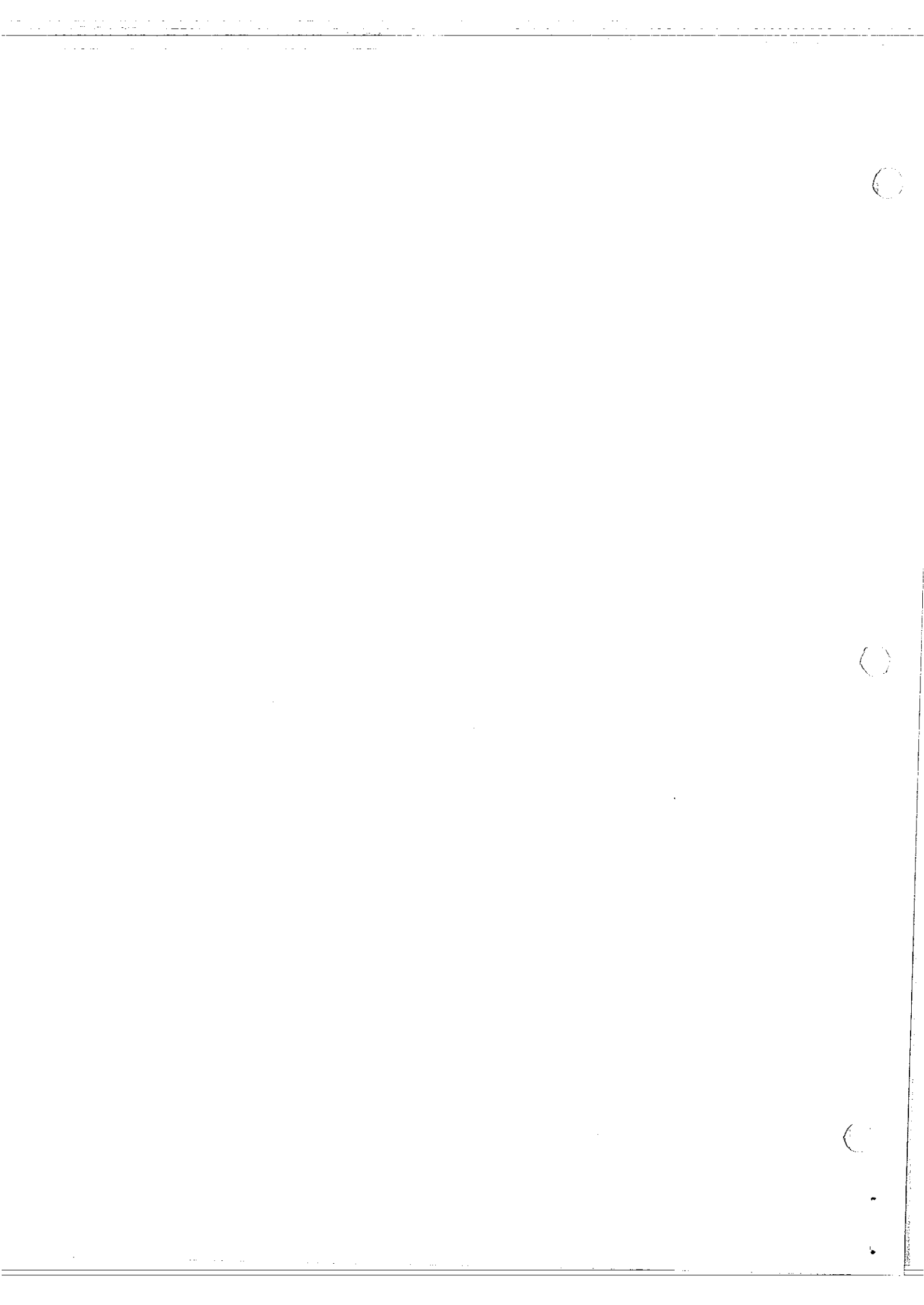
\$0	\$0
\$0	\$0
\$0	\$0
\$1,500	\$1,500
\$0	\$0
<u>\$67,110</u>	<u>\$67,110</u>



General Fund-10

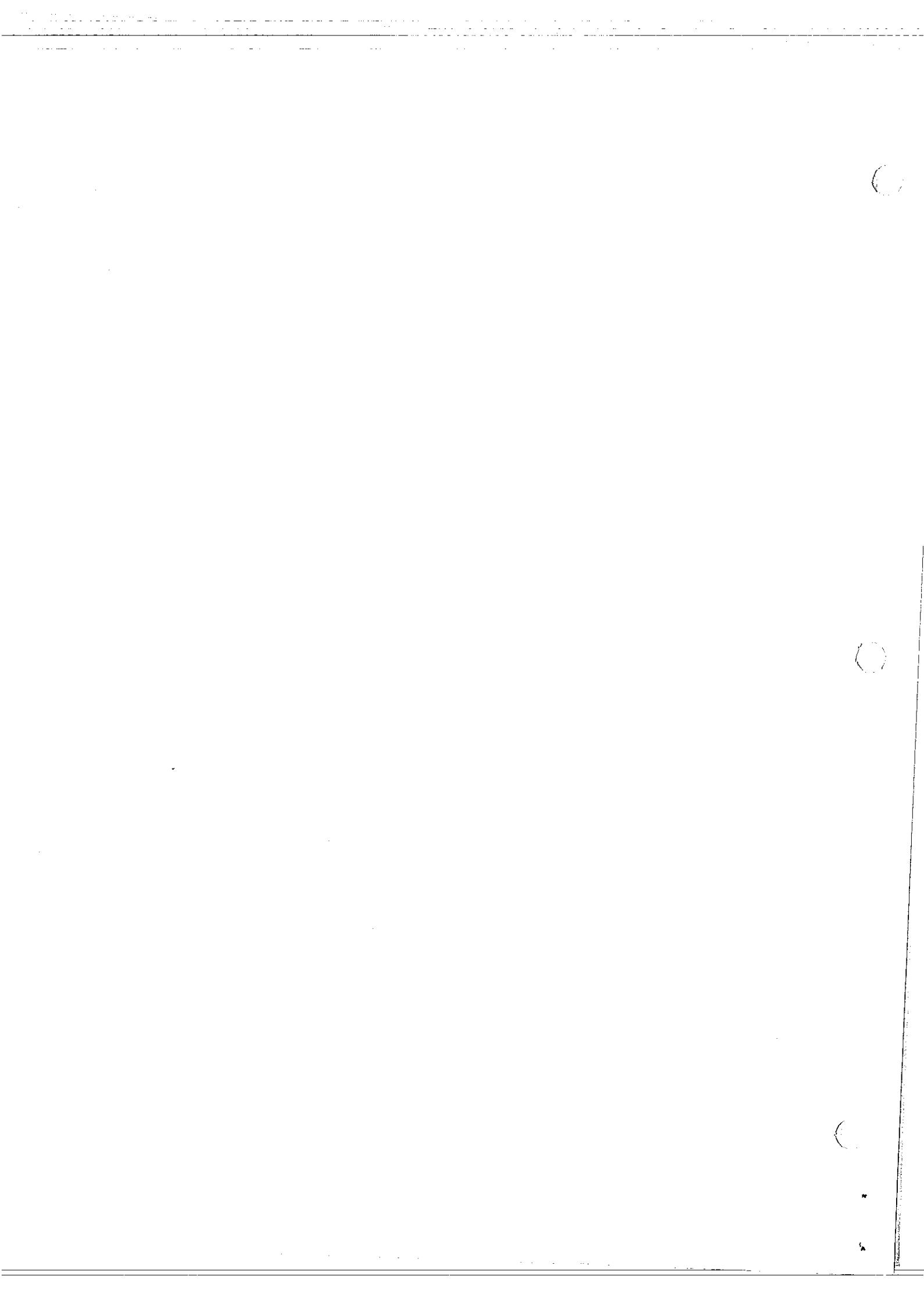
4500 STREETS DEPARTMENT

	2015-2016 (Adopted)	2016-2017 (Requested)
SALARIES	\$0	\$0
SS TAX	\$0	\$0
MEDICARE TAX	\$0	\$0
RETIREMENT	\$0	\$0
GROUP INSURANCE	\$0	\$0
DENTAL INSURANCE	\$0	\$0
SUPPLEMENTAL RETIREMENT	\$0	\$0
UNIFORMS	\$2,000	\$2,000
VEHICLE SUPPLIES	\$12,000	\$12,000
DEPARTMENTAL SUPPLIES	\$9,500	\$9,500
UTILITIES/STREET LIGHTS	\$47,500	\$47,500
MAINT/REPAIR EQUIP	\$8,000	\$8,000
VOID	\$0	\$0
GARBAGE COLLECTION	\$80,750	\$80,750
COUNTY LANDFILL CHARGES	\$16,000	\$16,000
CHRISTMAS LIGHTS	\$16,000	\$16,000
NC SALES TAX	\$0	\$0
COUNTY SALES TAX	\$0	\$0
MISCELLANEOUS	\$0	\$0
CAPITAL OUTLAY	\$0	\$0
STREET CONSTRUCTION	\$45,000	\$40,000
RESURFACING/PAVING	\$0	\$0
GRADING/PATCHING	\$0	\$0
SIDEWALKS	\$0	\$0



CONTINGENCY

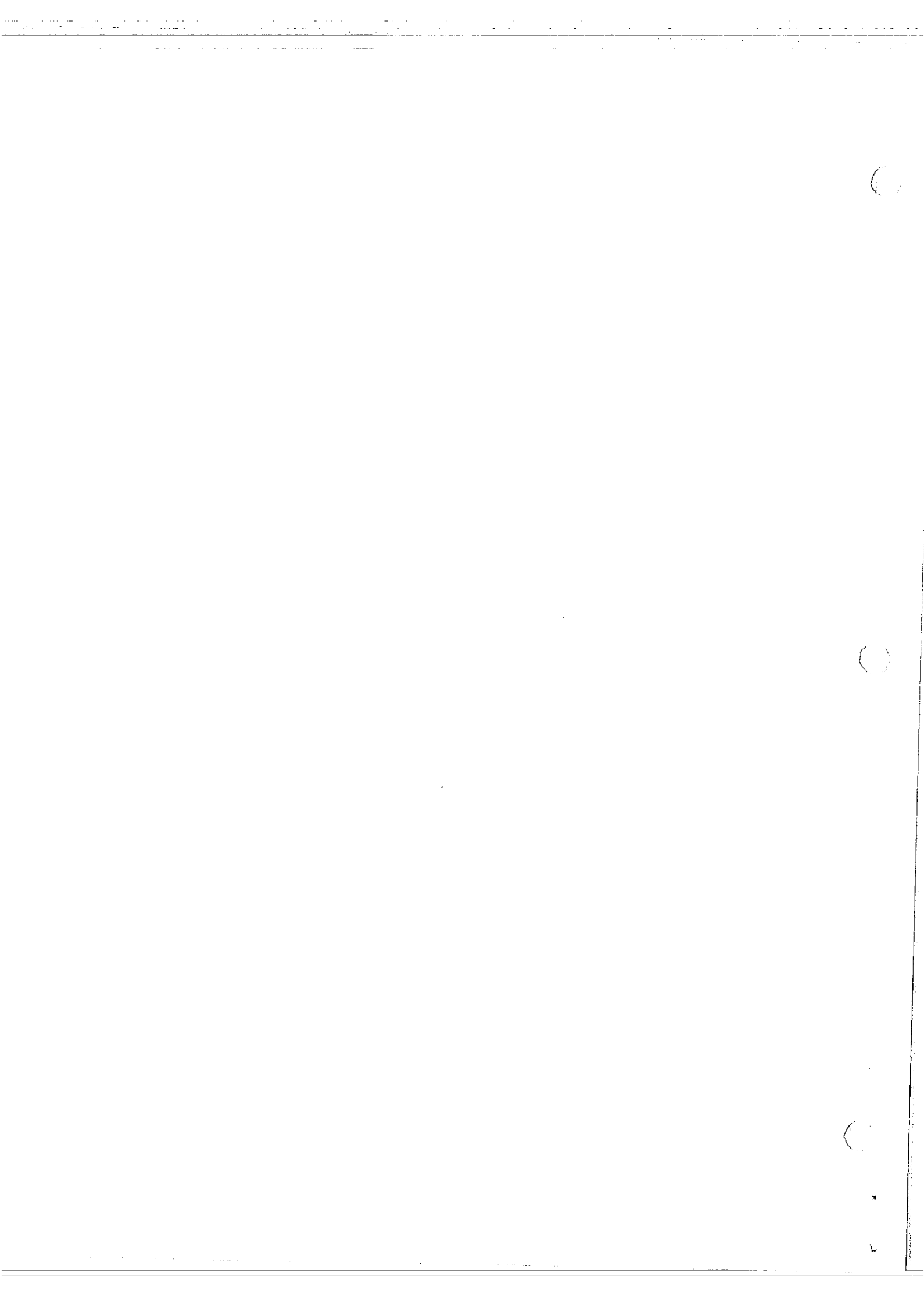
\$0	\$0
\$236,750	\$231,750



General Fund-10

6120 PARKS & RECREATION

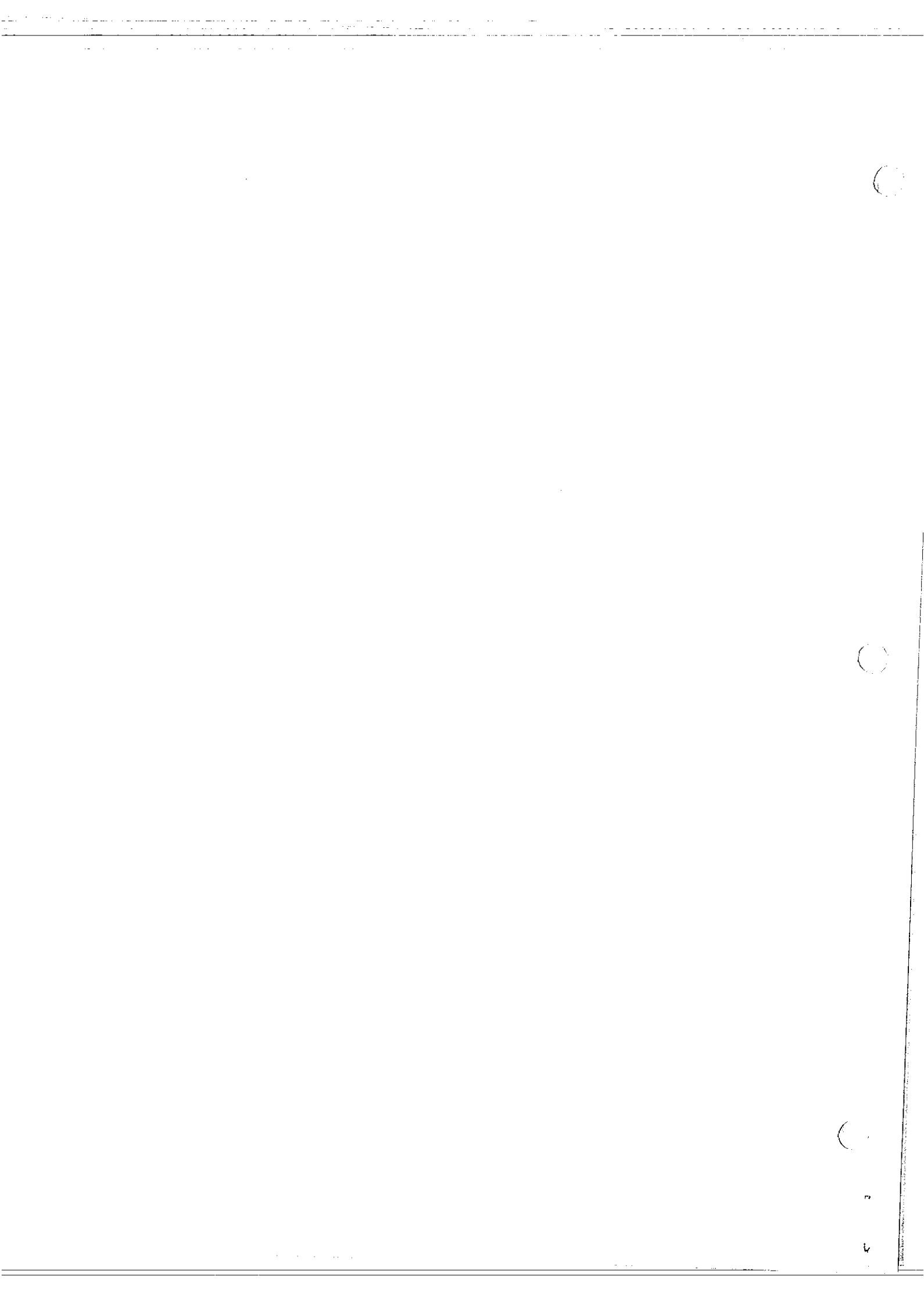
	2015-2016 (Adopted)	2016-2017 (Requested)
SALARIES	\$45,000	\$45,000
ESC CONTRIBUTION	\$450	\$450
SS TAX	\$2,790	\$2,790
MEDICARE TAX	\$653	\$653
DENTAL INSURANCE	\$0	\$0
PROFESSIONAL SERVICES	\$3,000	\$3,000
SUPPLIES FOR RESALE	\$4,000	\$4,000
DEPARTMENTAL SUPPLIES	\$7,500	\$7,500
CHEMICALS	\$7,500	\$7,500
TELEPHONE	\$850	\$850
UTILITIES	\$23,000	\$23,000
MAINT/REPAIR EQUIP	\$4,000	\$4,000
MAINT/REPAIR FACILITY	\$6,000	\$6,000
ADVERTISING	\$0	\$0
DASH N SPLASH MAY 2014	\$0	\$0
HALLOWEEN IN THE PARK	\$2,500	\$4,000
PAINT CLASS	\$0	\$0
PARADES	\$0	\$0
NC SALES TAX	\$500	\$500
COUNTY SALES TAX	\$300	\$300
MISCELLANEOUS	\$0	\$0
CAPITAL OUTLAY	\$40,000	\$25,000
CONTINGENCY	\$3,000	\$3,000
	<u>\$151,043</u>	<u>\$137,543</u>



Powell Bill Fund - 11

Revenues

	2015-2016 (Adopted)	2016-2017 (Requested)
11-3325-351 SALES TAX REFUND	\$0	\$0
11-3991-000 FUND BALANCE APPROPRIATED	\$0	\$0
11-3835-820 SALE OF FIXED ASSETS	\$0	\$0
11-3831-492 INVESTMENT EARNINGS	\$500	\$500
11-3451-000 POWELL BILL ALLOCATION	\$53,292	\$53,292
	<u>\$53,792</u>	<u>\$53,792</u>



Powell Bill Fund-11

4510 POWELL BILL

	2015-2016 (Adopted)	2016-2017 (Requested)
SALARIES	\$9,422	\$9,422
ESC CONTRIBUTION	\$94	\$94
SS TAX	\$584	\$584
MED TAX	\$333	\$333
RETIREMENT	\$0	\$0
GROUP INSURANCE	\$0	\$0
GROUP DENTAL	\$0	\$0
SUPP RETIREMENT	\$0	\$0
<hr/>		
ENGINEERING SERVICES	\$1,000	\$1,000
VEHICLE SUPPLIES	\$500	\$500
DEPARTMENTAL SUPPLIES	\$2,000	\$2,000
CHEMICALS	\$3,000	\$3,000
MAINT/REPAIR EQUIP	\$4,359	\$4,359
INMATE EXPENSE	\$500	\$500
SNOW/ICE REMOVAL	\$0	\$0
SALES TAX	\$0	\$0
SALES TAX	\$0	\$0
MISCELLANEOUS	\$0	\$0
CAPITAL OUTLAY	\$0	\$0
RIGHT OF WAY ACQUISITION	\$0	\$0
CONSTRUCTION	\$0	\$0
RESURFACING & PAVING	\$22,000	\$22,000
GRADING/PATCHING	\$10,000	\$10,000
SIDEWALKS	\$0	\$0



		\$0	\$0
POWELL TRANSFER TO C DEP		\$0	\$0
CONTINGENCY		\$53,792	\$53,792



Water & Sewer Fund -60

2015-2016 (Adopted)	2016-2017 (Requested)
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REVENUE

60-3230-000	Sales, Services and Fees	\$0	
60-3325-351	SALES TAX DISTRIBUTION	\$2,000	
60-3325-352	SALES TAX REFUND	\$1,000	
60-3431-000	GAS TAX REFUND	\$1,000	
60-3433-362	NCCMT - NC DEBT SET-OFF REVENUE	\$0	
60-3433-500	W/S GRANT FUNDS	\$0	
60-3712-505	WRIGHT FOODS/CA DAIRY REIMBURSEMENT	\$4,000	
60-3712-510	CONNECTION FEE	\$505,237	
60-3712-511	WATER CHARGES	\$405,236	
60-3712-520	SEWER CHARGES	\$1,000	
60-3712-521	WATER TAPS	\$500	
60-3712-530	SEWER TAPS	\$9,000	
60-3712-532	LATE CHARGE	\$0	
60-3712-580	LABORATORY CHARGES	\$1,500	
60-3712-581	RECONNECT FEE	\$350	
60-3712-582	RECOVERY/CHARGE OFF ACCOUNTS	\$1,000	
60-3712-810	RECOVERY/RETURNED CHECKS	\$0	
60-3830-000	SALE OF SURPLUS SUPPLIES	\$2,000	
60-3830-001	MISCELLANEOUS REVENUES	\$0	
	NC DEPT SET-OFF REVENUE	\$0	
	Investment Earnings	\$1,000	
60-3831-497	INVESTMENT EARNINGS	\$0	
	Other Financing Sources	\$0	
60-3835-000	CHANGE IN INVENTORY	\$500	
60-3835-820	SALE OF FIXED ASSETS	\$500	



		\$0	\$0
		\$0	\$0
		\$0	\$55,560
		\$0	\$0
		\$935,323	\$990,883

DONATED FIXED ASSETS REVNUJE
 TRANS/FROM CAP RESERVE
 FUND BALANCE APPROPRIATED
 SRF LOAN

60-3840-000
 60-3988-980
 60-3991-000
 60-3992-000

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6-1-3

Water & Sewer Fund -60

	2015-2016 (Adopted)	2016-2017 (Requested)
7100 WATER & SEWER		
SALARIES	\$234,998	\$234,998
ESC CONTRIBUTION	\$2,350	\$2,350
SS TAX	\$14,570	\$14,570
MEDICARE TAX	\$3,407	\$3,407
RETIREMENT	\$16,614	\$16,614
GROUP INSURANCE	\$41,558	\$41,558
DENTAL INSURANCE	\$3,751	\$3,751
SUPPLEMENTAL RETIREMENT	\$10,575	\$10,575
PROFESSIONAL SERVICES	\$50,000	\$30,000
UNIFORMS	\$5,000	\$5,000
HEALTH/SAFETY SERVICES	\$500	\$500
VEHICLE SUPPLIES	\$15,000	\$15,000
DEPARTMENTAL SUPPLIES	\$25,000	\$25,000
WRIGHT FOODS BOOSTER PUMP	\$0	\$0
CHEMICALS	\$17,500	\$17,500
TELEPHONE SERVICE	\$4,000	\$4,000
POSTAGE	\$4,500	\$4,500
UTILITIES	\$42,000	\$42,000
WATER PURCHASES	\$250,000	\$250,000
MAINT/REPAIR	\$45,000	\$45,000
MAINT/REPAIR VEHICLES	\$6,000	\$6,000
RIGHT-OF-WAY MAINTENANCE	\$8,000	\$8,000
INMATE EXPENSE	\$500	\$500
TRAVEL/TRAINING/MEETINGS	\$4,000	\$4,000



WATER/SEWER ANALYSIS	\$27,500	\$17,500
INDUSTRIAL MONITORING	\$3,000	\$3,000
DEPRECIATION EXPENSE	\$0	\$0
NC SALES TAX	\$0	\$0
COUNTY SALES TAX	\$0	\$0
PERMIT FEES	\$2,000	\$2,000
CHARGED OFF ACCOUNTS	\$0	\$0
BAD DEBT EXPENSE	\$0	\$0
MISCELLANEOUS	\$0	\$0
WRIGHT FOODS/CAROLINA DAIRY BOOSTER PUMP	\$0	\$0
FIRST BANK LOAN PAYMENT IND PARK LIFT STATION	\$0	\$74,400
SAFETY EQUIPMENT	\$3,000	\$3,000
CAPITAL OUTLAY EQUIP.	\$95,000	\$40,000
CAPITAL IMPROVEMENT	\$0	\$0
CAPITAL OUTLAY	\$0	\$0
SRF LOAN PAYMENT	\$0	\$66,160
DEBT SERVICE	\$0	\$0
CREDIT CARD PROCESSING	\$0	\$0
CHANGE IN INVENTORY	\$0	\$0
BAD DEBT EXPENSE	\$0	\$0
NC DEBT SET OFF REFUND	\$0	\$0
	<u>\$935,323</u>	<u>\$990,883</u>



Approval of Audit Contract

A motion was made by Commissioner Anderson, seconded by Commissioner Beard and so the motion carried unanimously to approve the 2017 Audit Contract with Dixon Hughes Goodman.

Budget Amendment Request

It became necessary for the Town to purchase a new Handheld Device for reading water meters. The handheld device has not been replaced in 15 years. The old handheld is no longer compatible with the radio reads and has outlived its life expectancy. The new handheld will allow data to be pulled for accounts with radio reads.

The Town has \$12,608.13 in Debt Set Off with NCCMT. This money is collected from delinquent water bill collection through Income Tax Refunds. These funds can be used for water/sewer expenditures.

We are requesting the Board to approve a Budget Amendment/Transfer from the NCCMT Debt Set-Off Account to the Water Sewer Central Depository Capital Outlay Account in the amount of \$10,194.63.

A motion was made by Mayor Pro-tem Smith, seconded by Commissioner Beard and so the motion carried unanimously to approve the Budget Amendment/Transfer from the NCCMT Debt Set-Off Account to the Water Sewer Central Depository Capital Outlay Account in the amount of \$10,194.63.

Manager's Report (non-action item)

Manager Holland said that Town Clerk Laura Morton is working on the update for the Zoning Map. The new map should be ready soon.

Mayor's Minutes

- Attended meeting of the delegates for the COG in Kernersville
- Attended the Christmas Prayer Breakfast at the Town Hall
- Attended the Mayor's meeting in Troy
- Spoke with a land owner regarding purchase of land
- Met with Amanda Whitaker, EDC director and Town Manager, Brandon Holland regarding Economic Development
- Met with Marketing Director, Mark Scott in Troy with Town Manager, Brandon Holland
- Attended Ladies Night at the Biscoe Fire Department
- Met with Kelly Kellam regarding a large tree on a house on the corner of Wingate and Mill Streets
- Met with Amanda Whitaker, DOT, and Brandon Holland

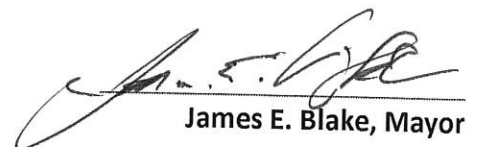
Public Comment

No one spoke during the public forum.

Adjournment

There being no further business to bring before the Board, Commissioner Beard made the motion to adjourn, and Commissioner Anderson made the second. All voted in favor. Meeting adjourned at 7:30 p.m.


Laura B. Morton, Town Clerk


James E. Blake, Mayor

**TOWN OF BISCOE
OFFICIAL RECORD**

**TOWN OF BISCOE
BOARD OF COMMISSIONERS MEETING
February 13, 2017**

The Town of Biscoe Board of Commissioners met in a regular session on February 13, 2017 at 7:00 pm in the Municipal Building. Present were: Mayor Jimmy Blake, Mayor Pro-Tem Jerry Smith, Commissioners, Gene Anderson, Eddie Reynolds, John Beard and Town Manager Brandon Holland were present. Commissioner Jimmy Cagle and Town Clerk Laura Morton were absent.

Call to Order/Pledge of Allegiance/Moment of Silence

Mayor Blake called the meeting to order at 7:00 pm. The Pledge to the American Flag was recited and a moment of silence was observed.

Introduction of Russ Hollers Jr.

Russ Hollers Jr. was present at the board meeting. He gave a short bio of himself. Mr. Hollers will take his dad's place as the Town Attorney.

Consent Agenda

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

1. Approval of Minutes 1-9-17
2. Approval of February 2017 Financial Report

Public Hearing – Conditional Use Permit – Rosen Group/Tractor Supply – Larger Sign

Manager Holland presented the following:

Public Hearing – Conditional Use Permit – Rosen Group/Tractor Supply – Larger Sign

A motion was made by Commissioner Reynolds, seconded by Commissioner Anderson and so the motion carried unanimously to go into a public hearing regarding the Conditional Use Permit for the Rosen Group/Tractor Supply for a larger sign.

No one spoke during the public hearing.

A motion was made by Mayor Pro-tem Smith, seconded by Commissioner Beard and so the motion carried unanimously to go out of the public hearing regarding the Conditional Use Permit for the Rosen Group/Tractor Supply for a larger sign.

A motion was made by Commissioner Reynolds, seconded by Mayor Pro-tem Smith and so the motion carried unanimously to approve the Conditional Use Permit application for the Rosen Group/Tractor Supply for a larger sign.

Audit Presentation

Lance Craig, Manager with Dixon, Hughes, Goodman was present. He thanked Town Clerk/Finance Officer Laura Morton and Town Manager Brandon Holland for their assistance through the audit.

Lance Craig

HDSUPPLY WATERWORKS

INVOICE

Invoice # G594328
 Invoice Date 1/26/17
 Account # 120961
 Sales Rep DANNY LEE
 Phone # 336-668-1033
 Branch # 217 Greensboro, NC
 Total Amount Due \$10,194.63

1830 Craig Park Court
 St. Louis, MO 63146

Remit To:
 HD SUPPLY WATERWORKS, LTD.
 PO BOX 4853
 ORLANDO, FL 32802-4853

940 1 MB 0.423 E0439X I0647 D2182408065 S2 P3894087 0001:0001



TOWN OF BISCOE
 PO BOX 1228
 BISCOE NC 27209-1228

Shipped to:
 110 W MAIN ST
 PO BOX 1228
 BISCOE, NC

Thank you for the opportunity to serve you! We appreciate your prompt payment.

Date Ordered	Date Shipped	Customer PO #	Job #	Shipped Via	Invoice #
12/22/16	1/25/17	VERBAL		UPS	G594328

Waiting on approval of minutes for Feb 2017

Product Code	Description	Price	UM	Extended Price
/45014725014	TRIMBLE RANGER HANDHELD BID SEQ# 10	350.00000	EA	7,350.00
/45014725015	BELT CLIP RECEIVER BID SEQ# 20	200.00000	EA	2,200.00

* Money transferred from Debt Set-off per February 2017 Board Amendment.
 Transfer date 3/6/17 Request

7100-583

1018

Date Received	JAN 31 2017
Received by	<i>[Signature]</i>
Approved by	
Date Paid	
Ck. No.	

Paperless Billing
 - Expedites delivery.
 - Save trees.
 - Go GREEN.

Register Now for Our New Customer Portal.

Online ADVANTAGE

www.hdsupplywaterworks.com

Local Knowledge
 Local Experience
 Local Service, Nationwide®

Freight	Delivery	Handling	Restock	Misc.

Terms: NET 30 Ordered By:

Subtotal:	9,550.00
Other:	0.00
Tax:	644.63
Invoice Total:	\$10,194.63

This transaction is governed by and subject to HD Supply Waterworks' standard terms and conditions, which are incorporated by reference and accepted. To review these terms and conditions, please visit: www.waterworks.hdsupply.com/TandC.

20-1100-883

1018

Handwritten notes in blue ink, including the word "transfer" and other illegible text.

GL Posting Entries

Source: FT

Posting Operator: 3

Town of Biscoe

03/06/2017 01:55 PM

Page: 1 of 1

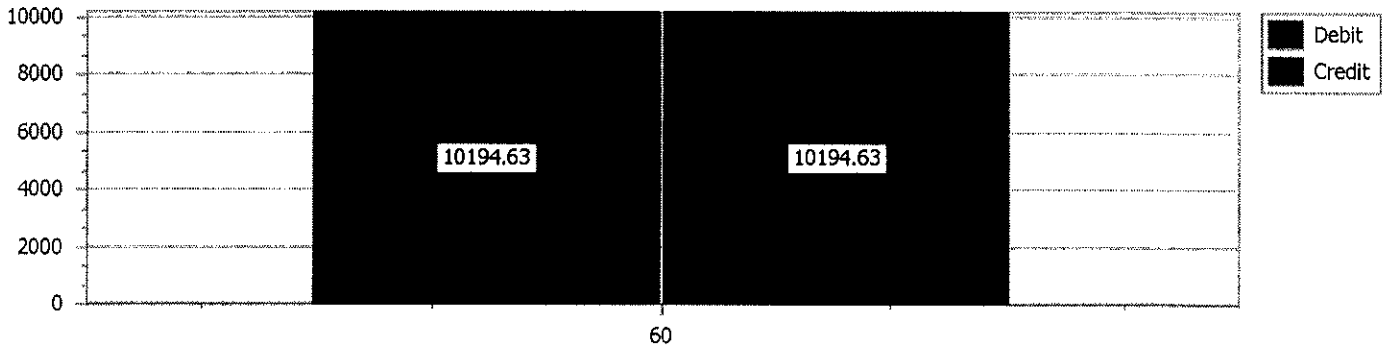
Batch: 275543

Description: FT 3/7/2017 - Re HD

Operator: 3

GL Account	Date	Description:	Debit	Credit
Group Code:				
60-1100-000	NCCMT - NC DEBT SET- 03/07/2017	Re HD Supply Invoice - Ne	\$0.00	\$10,194.63
60-1105-000	CENTRAL INVESTMENT 03/07/2017	Re HD Supply Invoice - Ne	\$10,194.63	\$0.00
Group Totals:			\$10,194.63	\$10,194.63
Batch Totals:			\$10,194.63	\$10,194.63
			Totals:	\$10,194.63

Totals By Fund		
Funds	Debit	Credit
60	\$10,194.63	\$10,194.63





Funds Transfer Transaction

Town of Biscoe

3/6/2017 1:55:50 PM

Operator: 3

Page 1 Of 1

Transfer Information

Date: 3/7/2017 12:00:00 AM
 Batch: 275543
 Reference: BA Feb 13 2017
 Description: Re HD Supply Invoice - New
 Handheld
 Amount: 10,194.63

Transfer From
 Bank: 108-NCCMT - NC DEBT SET-OFF
 GL Acct: 60-1100-000 NCCMT - NC DEBT SET-OFF

Transfer To
 Bank: 3-FIRST BANK - Central Investments
 GL Acct: 60-1105-000 CENTRAL INVESTMENTS CASH

*****GL Account Distribution*****		Entry Description	Bank	Debit	Credit
60-1100-000 NCCMT - NC DEBT SET-OFF	Re HD Supply Invoice - New Handheld	108		0.00	10,194.63
60-1105-000 CENTRAL INVESTMENTS CASH	Re HD Supply Invoice - New Handheld	3		10,194.63	0.00
Totals				10,194.63	10,194.63

