

Agenda  
Regular Board Meeting  
Aberdeen Town Board

January 26, 2015  
Monday, 6:00 p.m.

Robert N. Page Municipal Building  
Aberdeen, North Carolina

1. Call to Order
  - a. Pledge of Allegiance.
2. Setting of the Agenda
3. Consent Agenda

All items listed below are considered routine or have been discussed at length in previous meetings and will be enacted by one motion. No separate discussion will be held except on request by a member of the Board of Commissioners.

- a. Minutes of Board Meeting on December 15, 2014, Special Called Meeting on January 2, 2015, Closed Session on January 2, 2015, Work Session on January 12, 2015, and Closed Session on January 12, 2015.
4. Informal Discussion and Public Comment
5. Financial Report
6. Old Business
7. Public Hearings and New Business
  - a. Continuation of Public Hearing for Conditional Use Permit #14-05 submitted by Bill Clark Homes.
  - b. Consider action on Conditional Use Permit #14-05 submitted by Bill Clark Homes.
  - c. Closeout Public Hearing for the 2011 Small Business and Entrepreneurial Assistance Program – CANCELLED.

- d. Public Hearing for Conditional Use Permit #14-07 for a Night Club in the Highway Commercial District.
  - e. Consider action on Conditional Use Permit #14-07 for a Night Club in the Highway Commercial District.
  - f. Consider action on the Project Budget Ordinance for the Ray's Mill Pond Park Project.
  - g. Consider action on Project Budget Ordinance for the Replacement Project for Wells 5 and 9.
8. Other Business
- a. Update on PARTF Grant for Ray's Mill Pond.
  - b. Grants Update.
  - c. Moore County Chamber of Commerce Banquet scheduled for Thursday, February 12<sup>th</sup> at 6:00 p.m. at the Pinehurst Members Club.
9. Adjournment

SPECIAL ACCOMMODATIONS FOR INDIVIDUALS WITH DISABILITIES OR IMPAIRMENTS WILL BE MADE UPON REQUEST TO THE EXTENT THAT REASONABLE NOTICE IS GIVEN TO THE TOWN OF ABERDEEN

Minutes  
Regular Board Meeting  
Aberdeen Town Board

December 15, 2014  
Monday, 6:00 p.m.

Robert N. Page Municipal Building  
Aberdeen, North Carolina

The Aberdeen Town Board met Monday, December 15, 2014 at 6:00 p.m. for the Regular Board Meeting. Members present were Mayor Robert A. Farrell, Mayor Pro-tem Jim Thomas, and Commissioners Joe Dannelley, Buck Mims, Pat Ann McMurray, and Elease Goodwin. Staff members in attendance were Planning Director Pam Graham, Planner Daniel Martin, Fire Chief Phillip Richardson, Deputy Fire Chief Richard Allred, Deputy Fire Chief Gary Blue, approximately 10 firefighters, Town Manager Bill Zell, and Town Clerk Regina Rosy. Richard Gergle, Reporter for the Pilot Ted Natt, Barbara Allred, Kenneth Byrd, Ernestine Chapman, and Scott Brown were also in attendance for the meeting.

Mayor Farrell called the meeting to order at 6:03 p.m.

1. Call to Order
  - a. Pledge of Allegiance.

Mayor Farrell asked everyone to please stand for the Pledge of Allegiance.

2. Setting of the Agenda

A motion was made by Mayor Pro-tem Thomas, seconded by Commissioner Mims, to approve the setting of the agenda as presented. Motion unanimously carried 5-0.

3. Consent Agenda

All items listed below are considered routine or have been discussed at length in previous meetings and will be enacted by one motion. No separate discussion will be held except on request by a member of the Board of Commissioners.

- a. Minutes of Board Meeting on November 17, 2014, Closed Session on November 17, 2014, and Work Session on December 1, 2014.

A motion was made by Mayor Pro-tem Thomas, seconded by Commissioner Mims, to approve the consent agenda as presented. Motion unanimously carried 5-0.

4. Informal Discussion and Public Comment

a. Fire Department Promotions.

Fire Chief Phillip Richardson presented recent promotions at the Aberdeen Fire Department to the following: Fire Captain Alan Holmes, Fire Lieutenant Matt Dawkins, and Fire Lieutenant Seth Yarborough.

b. Letter from NAACP.

Mayor Farrell distributed a copy of the letter he received from the NAACP to each of the Board members for their review.

c. Scott Brown, Shepherd's Ridge Subdivision.

Scott Brown stated he is here on behalf of the Bill Clark Homes Subdivision project. Mr. Brown stated he would like to request on behalf of his client that the public hearing be continued this evening, and not delayed to a future meeting. Mr. Brown stated some minor revisions have been made to the plans and he would like to review those with the Board.

5. Financial Report

Manager Zell stated at the end of November 2014, the General Fund was \$513,633. Manager Zell highlighted the sales tax revenue which was absolutely one of the best months ever. Manager Zell stated July – October sales tax revenue has been received now, and for those 4 months, we are \$84,000 ahead of those same 4 months last year. For the Water/Sewer Fund, bottom line for November was \$55,705.

6. Old Business

None

7. Public Hearings and New Business

- a. Continuation of Public Hearing for Conditional Use Permit #14-05 submitted by Bill Clark Homes.

Mayor Farrell stated he has been advised that Bill Clark Homes has submitted a revised plan and additional material to the Planning Department. However, the material has not been reviewed by Planning staff yet. The Mayor stated he does not feel it would be appropriate to hold the public hearing on this matter without having all available evidence in hand. Mayor Farrell stated he would entertain a motion to delay this continued public hearing to the January Board Meeting.

A motion was made by Mayor Pro-tem Thomas, seconded by Commissioner Dannelley, to continue the public hearing to the next regularly scheduled Board Meeting due to the need for Planning staff to review the newly submitted information related to this project. Motion unanimously carried 5-0.

- b. Consider approval of 2015 Meeting Schedule.

Manager Zell stated a meeting calendar for 2015 is before each Board member for review. The 2015 meeting schedule would change the meeting dates to the 2<sup>nd</sup> and 4<sup>th</sup> Monday of each month, so that the Town attorney would be available to attend meetings when necessary. Mayor Pro-tem Thomas stated he would rather change the meeting dates, than change attorneys. Commissioner Mims asked if the originally scheduled special presentation scheduled for January 5, 2015 could still take place that evening. Manager Zell stated yes, if a special called meeting was scheduled for January 5, 2015. Commissioner Mims stated he would check and see if the special presentation from Mission Critical Partners could be rescheduled for January 12, 2015.

A motion was made by Commissioner Mims, seconded by Commissioner Goodwin, to approve the 2015 meeting schedule. Motion unanimously carried 5-0.

## 8. Other Business

- a. Update on PARTF Grant for Ray's Mill Pond.

Manager Zell stated all of the water aspects have been taken care of except for the pier. Manager Zell stated it should not take more than a week to build the pier. Manager Zell stated tomorrow morning at 10:00 a.m., there will be a pre-bid conference at the site for the parking lot, driveway, building of trail, etc. On December 30<sup>th</sup> at 2:00 p.m., the bids will all be in for review. Mayor Pro-tem Thomas asked if the other structure on the property has to be torn down. Manager Zell stated no, the other structure can be used for storage. Manager Zell stated once the project is finished, he will be turning over the park to Parks & Recreation to manage.

b. Quarterly Update on Grants.

Planner Martin stated this is a quarterly update of grants that are off schedule. Planner Martin stated all grants are on schedule with exceptions for the following three:

- ITPP-Sewer Improvements
- Building Reuse Grant - Project Huggies
- Meridian Expansion Project

Planner Martin stated the job creation portion of the Sewer Improvements grant is off schedule. Planner Martin stated the Building Reuse grant is off schedule due to the job creation – they have committed to hiring 35 full-time jobs, and 14 are in the process of being converted from part-time to full-time. Planner Martin stated those employees that are in transition from part-time to full-time employment are considered to be in a “hopper”. Commissioner Dannelley asked how many employees in the “hopper” status have transitioned to full-time status. Commissioner Dannelley stated going forward, he would recommend that only jobs that completely meet the grant requirements be reported. Planner Martin stated he could see where it would be misleading to report jobs that are in the hopper. Planner Martin stated currently the full-time jobs are at 53, but 81 are needed to comply with the grant.

Planner Martin stated the Meridian Expansion project is also off schedule due to no funds being expended yet, and no jobs have been created yet. Planner Martin stated the scope of the project has been revised, and the Brownfields project paperwork process has been completed which took approximately 1 year to complete. Commissioner Dannelley stated he is hopeful that the next quarterly update will have more progress made on this grant.

c. Other topics for discussion.

Mayor Farrell commended all of those that were involved in the Aberdeen parade this past Saturday. Mayor Farrell stated the Reindeer Fun Run was held a couple weeks ago and was a huge success with over 2,000 runners. Mayor Farrell wished everyone a happy holiday. Commissioner Mims mentioned he would be interested in Town staff having an annual Holiday Celebration each year with all Town departments attending one event. Commissioner Mims stated he will be bringing this up again during the budget planning process.

9. Adjournment

A motion was made by Mayor Pro-tem Thomas, seconded by Commissioner Goodwin, to adjourn the Board Meeting. Motion unanimously carried 5-0.

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Regina M. Rosy, Town Clerk

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Robert A. Farrell, Mayor

Minutes were completed in  
Draft form on December 15, 2014

Minutes were approved  
on January 26, 2014

Minutes  
Special Called Meeting  
Aberdeen Town Board

January 2, 2015  
Friday, 3:00 p.m.

Robert N. Page Municipal Building  
Aberdeen, North Carolina

The Aberdeen Town Board met Friday, January 2, 2015 for a Special Called Meeting. Members present were Mayor Robert A. Farrell, Mayor Pro-tem Jim Thomas, and Commissioners Joe Dannelley and Elease Goodwin. Commissioner Buck Mims and Commissioner Pat Ann McMurray were not in attendance for the meeting. Staff members in attendance were Planning Director Pam Graham, Town Manager Bill Zell, Planner Daniel Martin, Attorney T.C. Morphis, and Town Clerk Regina Rosy. Kenneth Byrd and Reporter for The Pilot Ted Natt were also in attendance for the meeting.

Mayor Farrell called the meeting to order at 3:00 p.m.

1. Consider approval of a Resolution to submit the Building Reuse and Restoration Grant Application to the N.C. Rural Economic Development Division on behalf of Reliance Packaging, LLC.

Planner Martin stated on behalf of Reliance Packaging, LLC, the Town is proposing to submit a Building Reuse and Restoration grant application to the NC Rural Economic Development Division for \$40,000. Planner Martin stated under program requirements, this type of grant is available only to those businesses that have been established for more than 12 months. Reliance Packaging, LLC does not meet this requirement and as a result the Town will be requesting that the state waive this obligation and accept/award this project. Mayor Pro-tem Thomas asked what this will cost the Town. Manager Zell stated there is no direct cost to the Town, only staff time to prepare. Commissioner Dannelley asked for clarification on the following – the company currently has 11 employees and is committed to hiring an additional 8 full-time employees as part of the grant requirements – who is going to be in charge of making sure that happens? Planner Martin stated there is final reporting that takes place at the completion of the 2-year period, and that will satisfy the reporting requirement for the grantor. A motion was made by Mayor Pro-tem Thomas, seconded by Commissioner Dannelley, to approve the Resolution to submit the Building Reuse and Restoration Grant Application to the N.C. Rural Economic Development Division on behalf of Reliance Packaging, LLC. Motion unanimously carried 3-0.

2. Closed Session pursuant to G.S. 143-318.11(a)(3) to preserve the attorney-client privilege to discuss *Quality Built Homes, Inc. v. Town of Aberdeen*.

A motion was made by Commissioner Dannelley, seconded by Commissioner Goodwin, to go into Closed Session pursuant to G.S. 143-318.11(a)(3) to preserve the attorney-client privilege to discuss *Quality Built Homes, Inc. v. Town of Aberdeen*. Motion unanimously carried 3-0.

The Board returned from Closed Session. A motion was made by Commissioner Dannelley, seconded by Commissioner Goodwin, to open regular session. Motion unanimously carried 3-0.

A motion was made by Mayor Pro-tem Thomas, seconded by Commissioner Goodwin, to adjourn the meeting. Motion unanimously carried 3-0.

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Regina M. Rosy, Town Clerk

Minutes were completed in  
Draft form on January 2, 2015

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Robert A. Farrell, Mayor

Minutes were approved  
on January 26, 2015

Minutes  
Work Session  
Aberdeen Town Board

January 12, 2015  
Monday, 6:00 p.m.

Robert N. Page Municipal Building  
Aberdeen, North Carolina

The Aberdeen Town Board met Monday, January 12, 2015 at 6:00 p.m. for the Work Session. Members present were Mayor Robert A. Farrell, Mayor Pro-tem Jim Thomas, and Commissioners Pat Ann McMurray, Joe Dannelley, Buck Mims, and Eleese Goodwin. Staff members in attendance were Planning Director Pam Graham, Town Manager Bill Zell, Police Chief Tim Wenzel, Finance Officer Beth Wentland, Planner Daniel Martin, Planner Jae Kim, and Town Clerk Regina Rosy. Reporter for the Pilot Ted Natt, Tim Marcham, Kenneth Byrd, Barbara Allred, Scott Brewer, Kim Chrisco, Sid McConahy, and Geoff Potter were also in attendance for the meeting.

Mayor Farrell called the meeting to order at 6:00 p.m. Mayor Farrell stated Items #4 and #6 have been removed from the agenda this evening.

1. Audit Presentation by Dixon Hughes Goodman.

Finance Officer Beth Wentland introduced Scott Brewer and Kim Chrisco from Dixon Hughes Goodman. Scott Brewer reviewed the annual financial report with the Board members. Mr. Brewer stated there were no new accounting policies adopted during 2014. Mr. Brewer reviewed each of the headings in the financial report. Mr. Brewer stated the total net position for 2014 was \$16,132,570. Mr. Brewer stated the change in net position during 2014 was a \$347,234 positive improvement. Mr. Brewer stated for the Water/Sewer Fund – there was a total net position of \$9.5 million at the end of FY 2014. Mr. Brewer stated no deficiencies were identified during the audit in internal controls that they consider to be material weaknesses. Mr. Brewer stated in 2013, there was a deficit for a grant project. The project was stalled and became active again near year end of 2014. As a result, the transfer was not made at year end, however, it will be made prior to June 30, 2015. Mr. Brewer asked for any questions from the Board members. Kim Chrisco thanked Town staff for all of their hard work on the audit.

2. Mission Critical Partners Presentation.

Commissioner Mims introduced Sid McConahy, with Mission Critical Partners. Commissioner Mims explained his interest in having Mr. McConahy come out

tonight to do a presentation for the Town Board and the possibility of using the services of Mission Critical Partners to assist with the Police Department project. Mr. McConahy stated Mission Critical Partners specializes in assisting with design for public safety facilities. Mr. McConahy stated there are 80 employees in his firm, spread out across the country, with several projects in NC. Mr. McConahy stated his firm has been successful in negotiating with architects to a fixed fee price, versus, a % price of project. Mr. McConahy stated there is a lot of focus on technology and safety in public safety facilities. Mr. McConahy stated his company brings several learned experiences with them, and they work with the architect to reduce change orders in projects. Mr. McConahy stated change orders become much more costly after construction begins. Mr. McConahy gave an example of a 10,000 square foot building in Burke County that his firm worked on, with only 13 change orders for that facility. Mr. McConahy asked for questions from the Board. Mayor Farrell asked Mr. McConahy if engineers are on staff for the firm. Mr. McConahy stated no, they work with architect partners, but have no engineers on staff. Mr. McConahy stated his firm meets with the architect regularly to ensure all requirements are being met.

Manager Zell stated the plan is once the contract with the architect is secured, for the Police Chief, architect, and several others to visit multiple police stations to view what has worked, not worked, etc. Manager Zell asked Mr. McConahy if his company would be involved with that part of the process too. Mr. McConahy stated his firm could very well participate in that portion of the project. Commissioner Mims asked Mr. McConahy to explain how pricing for the services works. Mr. McConahy stated pricing depends on which point his firm enters the project. Mayor Farrell asked Mr. McConahy for a list of references of other projects he has successfully completed. Mr. McConahy stated he would be glad to provide a list of references.

Chief Wenzel asked if Mr. McConahy has a list of vendors they work with. Mr. McConahy stated there are multiple vendors they work with on projects. Mayor Farrell asked if he has staff in Aberdeen that would work on this project, or would this project be managed from afar. Mr. McConahy stated he would assist the project from afar, but staff located in NC would primarily work on this project. Chief Wenzel asked what the \$25,000 would cover. Mr. McConahy stated the \$25,000 would cover services to the point of the drawings being released for bid for the project, and historically that is where his firm stops with their services. Commissioner Dannelley asked how the \$25,000 is calculated. Mr. McConahy stated the \$25,000 is for a

block of hours for a fee not to exceed \$25,000. Commissioner Dannelley asked Mr. McConahy for a recent comparable project for a population size of Aberdeen which is around 7,000. Mr. McConahy stated honestly the majority of his clients are county based, and he does not have a specific municipality to give as a project. Mr. McConahy stated typically his firm works with large scope projects with much more complex systems.

Commissioner Mims stated he sees this as an insurance policy to provide an extra set of eyes for the project, so that all needs for Aberdeen's Police Department are met. Commissioner Dannelley asked if the contract has moved forward too far to involve Mission Critical Partners at this point. Manager Zell stated the contract has not been approved, therefore there is still an opportunity to involve Mission Critical Partners.

Mayor Farrell asked Mr. McConahy to provide references to the Town Manager.

### 3. Friends of the Aberdeen Library Update.

Kenneth Byrd stated there are 2 quick updates for the Board. First, the Friends of the Aberdeen Library is officially recognized by the IRS as a 501(c)3 nonprofit organization. Mr. Byrd stated a property has been focused in on, and they believe it is the proper site to consider for the new library. Mr. Byrd stated the request is for the Town to consider partnering on the purchase of the property, and a family is willing to offer a great price on a piece of land as their legacy to Aberdeen. Mr. Byrd stated if the Town is not interested in pursuing a partnership, then the Friends of the Aberdeen Library will pursue independently. Mayor Farrell asked if Mr. Byrd plans to make public the location of the property. Mr. Byrd stated the property is located at 105 N. Pine Street, and the Styers have offered a special price to the Friends of the Aberdeen Library for the property. Mr. Byrd stated the property is 0.79 acres, and the adjacent piece that the Town owns is 0.44 acres, which could potentially create an L shape for the library property. Mr. Byrd stated the committee is looking at a 10,000 – 12,000 square ft. library that would serve the Town for years to come. Mr. Byrd stated the architect, the Andersons, have reviewed the plan for the library.

Commissioner Mims stated there had been discussion about opening up the Town Hall as a potential library. Barbara Allred stated there is not enough parking at

the Town Hall. Commissioner Mims asked what kind of parking capacity is needed. Mr. Byrd stated the request is for afterschool programs for kids, summer programs for kids, reading language for adults, English as a second language, etc. Most libraries in the County do not have capacity for these types of programs. Mr. Byrd stated technology would also be a large focus. Mr. Byrd stated a lot of research was conducted to determine the square ft. needed for the library, and a formula was used to come up with the 10,000 – 12,00 square ft. range. Mayor Farrell asked if Mr. Byrd wants to disclose a price for the Styers property. Commissioner Dannelley stated before price is discussed, he thinks the Board members need to visit the site, and see if they like the property and think it will work. Commissioner Dannelley stated first instinct when he visited the site, he was not thinking it was the best fit for the location. Ms. Allred stated there is a big focus on bringing traffic to the downtown area, so she is thinking it would be a great location to bring people to downtown Aberdeen.

Commissioner Mims stated he is concerned if there would be enough space for the parking and facility on such a small lot. Mr. Byrd stated the current drawing of the site includes the 10,000 square ft. facility, 61 parking spaces, and provides a thoroughfare for buses, and meets setbacks. Commissioner Dannelley stated this property is in the historic district and there would be requirements for that as well.

Mayor Pro-tem Thomas stated the Board needs some time to look at the site. And also to get the blessing from the Historic Preservation Commission, since the property is in the historic district. Mayor Pro-tem Thomas recommended waiting to discuss further at the Board Meeting on 1/26/14. Commissioner Mims stated he would want to see a list of obstacles for the project before considering this item again. Mayor Farrell stated he would suggest discussing this item again at a Work Session instead, after all Board members have visited the site, and a list of obstacles has been created. Mayor Farrell thanked Mr. Byrd and Ms. Allred so much for their efforts.

4. Aberdeen Lake Park Sign.

Removed from agenda

5. Helping a Hero Program – Request by McKee Homes to waive permit fees.

Geoff Potter, with McKee Homes, is partnering with Helping a Hero, to build

a specialized home for a veteran in Legacy Lakes. Jonathan Rivenbark joined the army in 2009 and was injured in 2012 and lost the use of his legs and one arm. He is confined to a wheelchair. Mr. Potter stated McKee Homes has helped build a couple of other homes for wounded veterans as well. Mr. Potter stated McKee Homes is proposing to build a home of 2,400 square feet in Legacy Lakes, and the sales price is \$275,000, and they are planning to leave the veteran with a mortgage of less than \$50,000. Helping a Hero has completed more than 100 homes for wounded veterans. Mr. Potter stated he is requesting that the Town participate in this project by waiving the permit fees for the project, which are estimated to be \$1,370.28. Mr. Potter stated the anticipated ground breaking is scheduled for January 26, 2015. Director Graham stated this request is strictly for building permit fees. Director Graham stated there was one precedent set for this type of project, which was for a home built on Devonshire Trail for a military family as well. A motion was made by Commissioner Mims, seconded by Commissioner McMurray, to waive the permit fees for this project in the amount of \$1,370.28. Motion unanimously carried 5-0.

6. Consideration of Speed Limit Change on NC 5.
  - a. Certification of Municipal Declaration to Repeal the existing 45 MPH zone.
  - b. Certification of Municipal Declaration to Enact a new 45 MPH zone which will combine the old 45 MPH zone and the 55 MPH zone into one continuous 45 MPH zone.

Removed from agenda

7. Closeout Public Hearing for the 2011 Small Business and Entrepreneurial Assistance Program.

Planner Martin stated the purpose of this item is to schedule a closeout public hearing for the 2011 Small Business and Entrepreneurial Assistance Program. The Town received \$225,000 to assist Davenport's Galaxy and Blue's Crossing Barbershop with purchase of equipment in return for 9 full-time jobs. Also, 16 small business seminars were held in partnership with the Sandhills Community College's Small Business Center as a part of the grant, and were provided at no charge to those who attended. Planner Martin stated this closeout public hearing is a requirement for the CDBG program. Mayor Farrell asked if all the required jobs were created. Planner Martin stated he is still in the process of obtaining payroll reports from both businesses to confirm the job creation. Planner Martin stated

\$27.05 is being de-obligated for the project. Agenda Item scheduled for Public Hearing on 1/26/15.

8. Continuation of Public Hearing for Conditional Use Permit #14-05 Submitted by Bill Clark Homes.

Planning Director Graham stated this is just another formality. The public hearing has already been continued to 1/26/15. Agenda Item scheduled for Public Hearing for 1/26/15.

9. Conditional Use Permit #14-07 for a Night Club in the Highway Commercial District.

Director Graham stated this item has already been to the Planning Board for consideration and is ready for a public hearing. Commissioner Dannelley asked if an evaluation will be conducted by the Police Department prior to the public hearing. Director Graham stated an evaluation by the Police Department will not be completed prior to the public hearing, but the Planning Board has added the Police Department evaluation as a condition for the Conditional Use Permit if it is approved. Mayor Farrell stated he would not want to approve anything, until the Police Department has weighed in on the project. Agenda Item scheduled for Public Hearing for 1/26/15.

10. Other Business.

Commissioner McMurray stated citizens have suggested to her that businesses on the east side of the railroad tracks should be considered for Christmas decorations. Commissioner McMurray stated Main and South Streets are her concern, up to Pine Street. Manager Zell stated he will look into that and see what the costs would be.

Commissioner Mims stated several residents have contacted him regarding speeding in the Glen Laurel Subdivision. A cat was just run over and killed. Commissioner Mims stated he has been asked what can be done to control the speed. Commissioner Mims stated the HOA of Glen Laurel has also agreed to help out with the cost of a speed sign if needed. Manager Zell stated he will check with the Police Chief.

11. Closed Session pursuant to N.C.G.S. 143-318.11 (a)(4) to discuss matters relating to the location or expansion of industries or other businesses in the area served by the

public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations.

A motion was made by Commissioner Mims, seconded by Commissioner McMurray, to go into Closed Session pursuant to N.C.G.S. 143-318.11 (a)(4) to discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations. Motion unanimously carried 5-0.

The Board returned from Closed Session. A motion was made by Commissioner Mims, seconded by Commissioner Goodwin, to go into open session. Motion unanimously carried 5-0.

12. Adjournment.

A motion was made by Mayor Pro-tem Thomas, seconded by Commissioner Goodwin, to adjourn the Work Session. Motion unanimously carried 5-0.

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Regina M. Rosy, Town Clerk

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Robert A. Farrell, Mayor

Minutes were completed in  
Draft form on January 12, 2015

Minutes were approved  
on January 26, 2015



## TOWN OF ABERDEEN AGENDA ITEM ACTION REQUEST FORM

**This form must be completed and attached to all supporting documentation for items to be included on the Town of Aberdeen Board agenda. One (1) form per agenda item.**

**Submitted By:** Beth F. Wentland **Department:** Finance

**Contact Phone #** 910-944-4502 **Date Submitted:** 1/22/2015

**Agenda Item Title:** Financial Reports (covering December)

<b>Work Session - Board Action (date of meeting should be filled in on line) :</b>	
<b>Information Only</b> _____	
<b>Public Hearing</b> _____	
<b>Approval at work session - immediate action</b> _____	
<b>Regular Board Meeting - Board Action (date of meeting should be filled in on line):</b>	
<b>New Business</b> <input checked="" type="checkbox"/> _____	<b>Information Only</b> _____
<b>Old Business</b> _____	<b>Consent Agenda</b> _____
<b>Public Hearing</b> _____	<b>Informal Discussion &amp; Public Comment</b> _____
<b>Other Business</b> _____	

**Summary of Information:**

Attached please find the following December financial reports:

- Revenues/Expenses Summary
- Revenue Report
- Expenditure Report
- Expenditure Report (dept totals only)
- Expenditure Report-(debt payments only)

**Special requests (i.e. Needs to be first on the agenda due to schedule of guest, etc.):**

## GENERAL FUND

### YTD REVENUES & EXPENSES SUMMARY

as of December 31, 2014

(with comparative totals of prior fiscal year)

MONTH	<i>PRIOR YEAR (2013-2014) Monthly Revenue</i>	<i>CURRENT YEAR 2014-2015 Reported Revenue</i>	<i>PRIOR YEAR (2013-2014) Monthly Expenses</i>	<i>CURRENT YEAR 2014-2015 Reported Expenses</i>	<i>PRIOR YEAR (2013-2014) Gain/-Loss for the Month</i>	<i>PRIOR YEAR (2013-2014) Gain/-Loss Year-to-Date</i>	<i>CURRENT YEAR 2014-2015 Gain/-Loss for the Month</i>	<i>CURRENT YEAR 2014-2015 Gain/-Loss Year-to-Date</i>
JULY	\$113,506.34	\$149,355.88	\$465,620.03	\$679,587.32	-\$352,113.69	-\$352,113.69	-\$530,231.44	-\$530,231.44
AUGUST	\$74,546.84	\$238,944.01	\$716,750.12	\$588,131.09	-\$642,203.28	-\$994,316.97	-\$349,187.08	-\$879,418.52
SEPT	\$2,146,767.99	\$2,213,315.95	\$722,597.90	\$390,032.64	\$1,424,170.09	\$429,853.12	\$1,823,283.31	\$943,864.79
OCT	\$699,716.87	\$352,106.36	\$510,159.67	\$555,521.66	\$189,557.20	\$619,410.32	-\$203,415.30	\$740,449.49
NOV	\$460,266.05	\$365,825.76	\$599,312.41	\$571,266.07	-\$139,046.36	\$480,363.96	-\$205,440.31	\$535,009.18
<b>DEC</b>	<b>\$759,477.93</b>	<b>\$496,905.69</b>	<b>\$807,698.62</b>	<b>\$598,386.26</b>	<b>-\$48,220.69</b>	<b>\$432,143.27</b>	<b>-\$101,480.57</b>	<b>\$433,528.61</b>
JAN	\$667,877.19		\$671,551.62		-\$3,674.43	\$428,468.84		
FEB	\$594,418.10		\$472,058.44		\$122,359.66	\$550,828.50		
MARCH	\$427,165.87		\$445,016.71		-\$17,850.84	\$532,977.66		
APRIL	\$1,460,887.04		\$629,613.15		\$831,273.89	\$1,364,251.55		
MAY	\$280,505.08		\$512,113.95		-\$231,608.87	\$1,132,642.68		
JUNE	<i>refer to audit report</i>		<i>refer to audit report</i>		<i>refer to audit report</i>	<i>refer to audit report</i>		
Totals	<b>\$7,685,135.30</b>	\$3,816,453.65	<b>\$6,552,492.62</b>	\$3,382,925.04				
BUDGET		\$ 6,768,120		\$ 6,768,120				

#### Noteworthy revenues earned:

Current levy- r&p tax (Nov collections)	\$56,338
Current levy-mv tax collections (Nov collections)	\$12,120
Local sales tax revenue (Oct collections)	\$111,648
Hold harmless tax revenue (Oct collections)	\$24,129
Utilities franchise tax revenue (July-Sept qtr)	\$101,110
Video sales tax revenue (July-Sept qtr)	\$31,374
Powell Bill revenue (Pymt 2 of 2 for 2014-15)	\$111,084
Building permits revenue	\$12,515
Antenna rent revenue	\$25,110

#### Noteworthy expense activity:

Total expenses in Dec for Ray's Mill Pond Park Project	\$	78,801
Municipal RR Agreement pymts made to NCDOT (Powell Bill \$)	\$	8,886

## WATER/SEWER FUND

### YTD REVENUES & EXPENSES SUMMARY

**as of December 31, 2014**

(with comparative totals of prior fiscal year)

MONTH	PRIOR YEAR (2013-2014) Monthly Revenue	CURRENT YEAR 2014-2015 Reported Revenue	PRIOR YEAR (2013-2014) Monthly Expenses	CURRENT YEAR 2014-2015 Reported Expenses	PRIOR YEAR (2013-2014) Gain/-Loss for the Month	PRIOR YEAR (2013-2014) Gain/-Loss Year-to-Date	CURRENT YEAR 2014-2015 Gain/-Loss for the Month	CURRENT YEAR 2014-2015 Gain/-Loss Year-to-Date
JULY	\$17,577.95	\$19,911.93	\$111,933.20	\$113,421.05	-\$94,355.25	-\$94,355.25	-\$93,509.12	-\$93,509.12
AUGUST	\$8,110.68	\$12,548.28	\$265,804.82	\$257,193.23	-\$257,694.14	-\$352,049.39	-\$244,644.95	-\$338,154.07
SEPT	\$483,453.97	\$534,742.40	\$304,288.34	\$172,549.70	\$179,165.63	-\$172,883.76	\$362,192.70	\$24,038.63
OCT	\$69,984.39	\$18,160.90	\$168,661.24	\$118,296.88	-\$98,676.85	-\$271,560.61	-\$100,135.98	-\$76,097.35
NOV	\$420,633.74	\$465,164.71	\$269,049.21	\$333,361.75	\$151,584.53	-\$119,976.08	\$131,802.96	\$55,705.61
<b>DEC</b>	\$18,112.76	<b>\$9,028.54</b>	\$155,045.02	<b>\$170,758.92</b>	-\$136,932.26	-\$256,908.34	<b>-\$161,730.38</b>	<b>-\$106,024.77</b>
JAN	\$338,609.84		\$230,283.94		\$108,325.90	-\$148,582.44		
FEB	\$8,328.26		\$305,965.54		-\$297,637.28	-\$446,219.72		
MARCH	\$465,709.72		\$133,084.14		\$332,625.58	-\$113,594.14		
APRIL	\$9,390.35		\$191,506.08		-\$182,115.73	-\$295,709.87		
MAY	\$344,867.68		\$177,080.10		\$167,787.58	-\$127,922.29		
JUNE	<i>refer to audit report</i>		<i>refer to audit report</i>		<i>refer to audit report</i>	<i>refer to audit report</i>		
Totals	\$2,184,779.34	\$1,059,556.76	\$2,312,701.63	\$1,165,581.53				
BUDGET		2,664,094		\$ 2,664,094				

#### Noteworthy revenues earned:

*With December being a nonbilling month, revenues were minimal.*

Late Fees revenue	\$	3,199
Water/Sewer tap fees revenue	\$	3,250
Acreage fees revenue	\$	4,625
Overall revs reduced with billing adjs made	\$	(8,427)
Misc revenue	\$	5,277

#### Noteworthy expense activity:

N/A

Prepared by: Beth F. Wentland  
Finance Officer

FY 2014-2015

TOWN OF ABERDEEN  
 DECEMBER REVENUE REPORT  
 CURRENT PERIOD: 12/01/2014 TO 12/31/2014

IDEAL REMAINING PERCENT: 50 %

<u>ACCOUNT</u>	<u>BUDGETED REVENUE</u>	<u>CURRENT REVENUE</u>	<u>YEAR TO DATE REVENUE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
GENERAL FUND					
10-00-3000-100 STATE FIRE FUND	0.00	0.00	0.00	0.00	0
10-00-3000-105 TAX INTEREST/PENALTIES	15,000.00	348.11	2,931.55	12,068.45	80
3000	<u>15,000.00</u>	<u>348.11</u>	<u>2,931.55</u>	<u>12,068.45</u>	<u>80</u>
10-00-3010-140 2003 FIRE R&P TAX REVENUE	0.00	7.54	7.54	-7.54	0
10-00-3010-145 2004 FIRE R&P TAX REV	0.00	2.19	2.19	-2.19	0
10-00-3010-150 2005 FIRE R&P TAX REV	0.00	0.00	0.00	0.00	0
10-00-3010-155 2006 FIRE R&P TAX REVENUE	0.00	2.19	2.19	-2.19	0
10-00-3010-160 2007 FIRE R&P TAX REVENUE	0.00	6.74	6.74	-6.74	0
10-00-3010-165 2008 FIRE R&P TAX REVENUE	0.00	6.74	6.74	-6.74	0
10-00-3010-170 2009 FIRE R&P TAX REVENUE	0.00	0.00	0.00	0.00	0
10-00-3010-175 2010 FIRE R&P TAX REVENUE	0.00	0.00	0.00	0.00	0
10-00-3010-180 2011 FIRE R&P TAX REVENUE	0.00	0.00	0.00	0.00	0
10-00-3010-185 2012 FIRE R&P TAX REVENUE	0.00	0.00	0.00	0.00	0
10-00-3010-190 2013 FIRE R&P TAX REVENUE	0.00	0.00	97.95	-97.95	0
10-00-3010-195 2014 FIRE R&P TAX REVENUE	46,800.00	837.52	28,105.26	18,694.74	40
3010	<u>46,800.00</u>	<u>862.92</u>	<u>28,228.61</u>	<u>18,571.39</u>	<u>40</u>
10-00-3020-150 2005 FIRE MV TAX REV	0.00	0.00	0.00	0.00	0
10-00-3020-155 2006 FIRE MV TAX REVENUE	0.00	0.00	0.00	0.00	0
10-00-3020-160 2007 FIRE MV TAX REVENUE	0.00	0.00	0.00	0.00	0
10-00-3020-165 2008 FIRE MV TAX REVENUE	0.00	0.00	11.03	-11.03	0
10-00-3020-170 2009 FIRE MV TAX REVENUE	0.00	0.00	0.00	0.00	0
10-00-3020-175 2010 FIRE MV TAX REVENUE	0.00	0.00	0.00	0.00	0
10-00-3020-180 2011 FIRE MV TAX REVENUE	0.00	0.00	0.00	0.00	0
10-00-3020-185 2012 FIRE MV TAX REVENUE	0.00	0.00	5.63	-5.63	0
10-00-3020-190 2013 FIRE MV TAX REVENUE	0.00	23.41	1,278.16	-1,278.16	0

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TOWN OF ABERDEEN  
 DECEMBER REVENUE REPORT  
 CURRENT PERIOD: 12/01/2014 TO 12/31/2014

IDEAL REMAINING PERCENT: 50 %

ACCOUNT	BUDGETED REVENUE	CURRENT REVENUE	YEAR TO DATE REVENUE	REMAINING	
				BALANCE	PCT
10-00-3020-195 2014 FIRE MV TAX REVENUE	5,000.00	394.55	869.44	4,130.56	83
3020	5,000.00	417.96	2,164.26	2,835.74	57
10-00-3030-150 2005 R&P TAX REVENUE	0.00	0.00	0.00	0.00	0
10-00-3030-155 2006 R&P TAX REVENUE	0.00	0.00	11.12	-11.12	0
10-00-3030-160 2007 R&P TAX REVENUE	0.00	0.00	100.91	-100.91	0
10-00-3030-165 2008 R&P TAX REVENUE	0.00	0.00	35.05	-35.05	0
10-00-3030-170 2009 R&P TAX REVENUE	0.00	23.64	67.11	-67.11	0
10-00-3030-175 2010 R&P TAX REVENUE	0.00	117.73	400.45	-400.45	0
10-00-3030-180 2011 R&P TAX REVENUE	250.00	0.00	576.59	-326.59	-131
10-00-3030-185 2012 R&P TAX REVENUE	500.00	0.00	522.62	-22.62	-5
10-00-3030-190 2013 R&P TAX REVENUE	6,000.00	146.84	3,485.23	2,514.77	42
10-00-3030-195 2014 R&P TAX REVENUE	3,010,500.00	56,337.86	2,077,805.49	932,694.51	31
3030	3,017,250.00	56,626.07	2,083,004.57	934,245.43	31
10-00-3040-145 2004 MV TAX REVENUE	0.00	0.00	11.18	-11.18	0
10-00-3040-150 MV RENTALS TAX REVENUE	9,000.00	0.00	0.00	9,000.00	100
10-00-3040-155 2005 MV TAX REVENUE	0.00	0.00	0.00	0.00	0
10-00-3040-165 2006 MV TAX REVENUE	0.00	0.00	0.00	0.00	0
10-00-3040-175 2007 MV TAX REVENUE	0.00	0.00	35.63	-35.63	0
10-00-3040-185 2008 MV TAX REVENUE	0.00	19.95	259.38	-259.38	0
10-00-3040-195 2009 MV TAX REVENUE	0.00	0.00	52.12	-52.12	0
10-00-3040-205 2010 MV TAX REVENUE	0.00	0.00	32.71	-32.71	0
10-00-3040-210 2011 MV TAX REVENUE	400.00	23.64	250.57	149.43	37
10-00-3040-215 2012 MV TAX REVENUE	500.00	8.63	356.97	143.03	29
10-00-3040-220 2013 MV TAX REVENUE	10,000.00	1,132.66	57,540.29	-47,540.29	-475
10-00-3040-225 2014 MV TAX REVENUE	150,000.00	12,119.67	35,280.37	114,719.63	76
3040	169,900.00	13,304.55	93,819.22	76,080.78	45

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TOWN OF ABERDEEN  
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IDEAL REMAINING PERCENT: 50 %

ACCOUNT	BUDGETED REVENUE	CURRENT REVENUE	YEAR TO DATE REVENUE	REMAINING	
				BALANCE	PCT
10-00-3050-100 PRIV LICENSE REVENUE	175,000.00	660.00	144,465.74	30,534.26	17
10-00-3050-105 PRIV LICENSE PENALTY	0.00	0.00	0.00	0.00	0
3050	175,000.00	660.00	144,465.74	30,534.26	17
10-00-3100-100 LOCAL SALES TAX 1%	571,508.00	56,207.60	223,514.65	347,993.35	61
10-00-3100-105 LOCAL SALES TAX 1/2%	295,000.00	27,744.17	114,047.78	180,952.22	61
10-00-3100-110 LOCAL SALES TAX 1/2%	285,000.00	27,695.18	109,966.28	175,033.72	61
10-00-3100-115 LOCAL SALES TAX 1/2%	0.00	1.04	-55.67	55.67	0
10-00-3100-120 HOLD HARMLESS	255,000.00	24,129.33	101,905.37	153,094.63	60
10-00-3100-150 SOLID WASTE DISPOSAL TAX REV	0.00	0.00	2,178.05	-2,178.05	0
10-00-3100-200 UTILITIES FRANCHISE TAX	380,000.00	101,110.06	179,886.87	200,113.13	53
10-00-3100-202 VIDEO SALES TAX REVENUE	120,000.00	31,373.95	59,210.29	60,789.71	51
10-00-3100-205 BEER & WINE TAX	27,500.00	0.00	0.00	27,500.00	100
10-00-3100-240 GAS TAX REFUND	25,000.00	2,356.81	9,022.09	15,977.91	64
10-00-3100-300 FEMA REVENUE	0.00	0.00	0.00	0.00	0
10-00-3100-310 FEDERAL FORFEITURE	0.00	0.00	0.00	0.00	0
10-00-3100-800 ABC NET REVENUE	60,000.00	0.00	11,445.37	48,554.63	81
10-10-3100-224 ARREST FEES REVENUE	15,000.00	195.73	1,428.89	13,571.11	90
10-10-3100-225 POLICE DONATIONS	0.00	0.00	0.00	0.00	0
10-10-3100-315 FEDERAL GRANTS	0.00	0.00	0.00	0.00	0
10-10-3100-320 STATE FIRE/RESCUE GRANT REVENUE	0.00	0.00	0.00	0.00	0
10-10-3100-325 STATE FORFEITURE	0.00	1.26	225.59	-225.59	0
10-10-3100-330 STATE GRANTS	2,500.00	0.00	41,500.00	-39,000.00	-1,560
10-10-3100-335 STORMWATER GRANT REVENUE	0.00	0.00	0.00	0.00	0
10-10-3100-340 STATE ON-BEHALF PAYMENTS	0.00	0.00	0.00	0.00	0
10-20-3100-320 POWELL BILL	215,000.00	111,084.03	222,168.06	-7,168.06	-3
3100	2,251,508.00	381,899.16	1,076,443.62	1,175,064.38	52
10-10-3300-400 BUILDING PERMITS	250,000.00	12,514.50	77,831.25	172,168.75	69
10-10-3300-405 ZONING/SUBDIVISION FEES	18,000.00	1,732.80	10,252.80	7,747.20	43

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IDEAL REMAINING PERCENT: 50 %

ACCOUNT	BUDGETED	CURRENT	YEAR TO DATE	REMAINING	
	REVENUE	REVENUE	REVENUE	BALANCE	PCT
10-10-3300-410 STORMWATER PERMIT FEES	0.00	0.00	0.00	0.00	0
10-10-3300-415 HOMEOWNERS RECOVERY	1,750.00	10.00	54.00	1,696.00	97
3300	269,750.00	14,257.30	88,138.05	181,611.95	67
10-10-3301-100 FIRE INSPECTIONS	800.00	0.00	350.00	450.00	56
10-10-3301-200 RESCUE GRANT REVENUE	58,600.00	0.00	24,250.00	34,350.00	59
10-10-3301-400 LAW ENFORCEMENT FEES	0.00	25.00	120.00	-120.00	0
10-10-3301-405 CIVIL CITATIONS REVENUE	3,000.00	1,000.00	5,260.00	-2,260.00	-75
10-10-3301-410 POLICE PRECIOUS METAL FEES	0.00	0.00	0.00	0.00	0
10-10-3301-415 TAXI PERMITS (POLICE)	0.00	0.00	0.00	0.00	0
10-10-3301-420 POLICE EVIDENCE PROCEEDS	0.00	-181.95	0.00	0.00	0
10-20-3301-100 STREET LIGHTING REIMBURSABLE	3,500.00	351.75	1,512.36	1,987.64	57
3301	65,900.00	1,194.80	31,492.36	34,407.64	52
10-30-3302-400 GARBAGE FEES REVENUE	275,000.00	890.00	91,912.08	183,087.92	67
10-30-3302-405 RECYCLING REVENUE	0.00	10.00	680.60	-680.60	0
3302	275,000.00	900.00	92,592.68	182,407.32	66
10-00-3400-800 NSF FEES REVENUE	0.00	0.00	50.00	-50.00	0
10-00-3400-805 INTEREST REVENUE	3,000.00	29.67	171.24	2,828.76	94
10-20-3400-810 POWELL BILL INTEREST	0.00	0.00	0.00	0.00	0
3400	3,000.00	29.67	221.24	2,778.76	93
10-00-3500-800 DEPOT RENTAL	900.00	0.00	450.00	450.00	50
10-00-3500-805 EXCHANGE BLDG-LEASE REVENUE	0.00	0.00	0.00	0.00	0
10-00-3500-810 ANTENNA RENTAL	180,000.00	25,110.15	116,960.15	63,039.85	35
10-00-3500-820 WHOLESALE GROCERY RENTAL	1,712.00	0.00	856.30	855.70	50
3500	182,612.00	25,110.15	118,266.45	64,345.55	35

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IDEAL REMAINING PERCENT: 50 %

<u>ACCOUNT</u>	<u>BUDGETED REVENUE</u>	<u>CURRENT REVENUE</u>	<u>YEAR TO DATE REVENUE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
10-00-3550-200 MALCOLM BLUE FARM-GRIST MILL	0.00	0.00	2,234.54	-2,234.54	0
10-00-3550-500 MALCOLM BLUE FARM-OTHER REVENUE	0.00	0.00	14,657.65	-14,657.65	0
3550	<u>0.00</u>	<u>0.00</u>	<u>16,892.19</u>	<u>-16,892.19</u>	<u>0</u>
10-00-3600-800 CABLEVISION FRANCHISE	16,000.00	0.00	3,979.82	12,020.18	75
3600	<u>16,000.00</u>	<u>0.00</u>	<u>3,979.82</u>	<u>12,020.18</u>	<u>75</u>
10-00-3700-100 TOWN BUSINESS GUILD	0.00	0.00	0.00	0.00	0
10-00-3700-200 SPRING SPREE FESTIVAL	0.00	0.00	0.00	0.00	0
10-00-3700-300 DIRECTORY-MATCHING REVENUE	0.00	0.00	0.00	0.00	0
10-00-3700-500 GRANTS-PLANNING	0.00	0.00	0.00	0.00	0
10-00-3700-700 ECONOMIC DEV GRANTS	0.00	0.00	0.00	0.00	0
10-00-3700-800 MISCELLANEOUS CONTRIBUTIONS	0.00	0.00	0.00	0.00	0
10-00-3700-805 MAYOR MEMORIAL PARK	0.00	0.00	0.00	0.00	0
10-00-3700-910 COLONIAL HEIGHTS BALLPARK	0.00	0.00	0.00	0.00	0
10-80-3700-700 GRANTS-PARKS & REC	500.00	0.00	0.00	500.00	100
10-80-3700-810 SPONSORSHIPS/DONATIONS	7,500.00	0.00	3,573.60	3,926.40	52
10-80-3700-820 P&R SCHOLARSHIP PROGRAM	0.00	0.00	0.00	0.00	0
3700	<u>8,000.00</u>	<u>0.00</u>	<u>3,573.60</u>	<u>4,426.40</u>	<u>55</u>
10-80-3800-400 PARK RENTALS	3,000.00	0.00	145.00	2,855.00	95
10-80-3800-402 RECREATION STATION RENTAL	10,500.00	824.00	3,591.00	6,909.00	66
10-80-3800-405 RECREATION PROGRAMS	12,000.00	393.00	9,860.47	2,139.53	18
10-80-3800-410 SPECIAL EVENTS	3,000.00	-175.00	2,298.00	702.00	23
10-80-3800-415 YOUTH ATHLETICS	6,400.00	37.00	4,590.00	1,810.00	28
10-80-3800-420 ADULT ATHLETICS	2,000.00	0.00	0.00	2,000.00	100
3800	<u>36,900.00</u>	<u>1,079.00</u>	<u>20,484.47</u>	<u>16,415.53</u>	<u>44</u>

FY 2014-2015

TOWN OF ABERDEEN  
 DECEMBER REVENUE REPORT  
 CURRENT PERIOD: 12/01/2014 TO 12/31/2014

IDEAL REMAINING PERCENT: 50 %

ACCOUNT	BUDGETED	CURRENT	YEAR TO DATE	REMAINING	
	REVENUE	REVENUE	REVENUE	BALANCE	PCT
10-00-3900-800 MISCELLANEOUS REVENUE	25,000.00	216.00	2,433.77	22,566.23	90
10-00-3900-805 INSURANCE REIMBURSEMENTS	7,500.00	0.00	5,421.44	2,078.56	28
10-00-3900-810 WORKER'S COMP REIMBURSE	0.00	0.00	0.00	0.00	0
10-00-3900-815 SALE OF FIXED ASSETS	70,000.00	0.00	1,900.01	68,099.99	97
3900	<u>102,500.00</u>	<u>216.00</u>	<u>9,755.22</u>	<u>92,744.78</u>	<u>90</u>
10-00-3901-910 TRANSFER-IN FROM W/S	0.00	0.00	0.00	0.00	0
10-00-3901-930 TRANSFER-IN FROM PART FUND	0.00	0.00	0.00	0.00	0
10-60-3901-900 LOAN PROCEEDS	128,000.00	0.00	0.00	128,000.00	100
3901	<u>128,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>128,000.00</u>	<u>100</u>
10-00-3990-900 FUND BALANCE-APPROPRIATED	0.00	0.00	0.00	0.00	0
3990	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0</u>
10 GENERAL FUND	<u>6,768,120.00</u>	<u>496,905.69</u>	<u>3,816,453.65</u>	<u>2,951,666.35</u>	<u>44</u>

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TOWN OF ABERDEEN  
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 CURRENT PERIOD: 12/01/2014 TO 12/31/2014

IDEAL REMAINING PERCENT: 50 %

<u>ACCOUNT</u>	<u>BUDGETED REVENUE</u>	<u>CURRENT REVENUE</u>	<u>YEAR TO DATE REVENUE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
WATER & SEWER FUND					
30-91-3710-050 RECONNECT FEES	0.00	0.00	0.00	0.00	0
30-91-3710-500 WATER REVENUE	1,158,204.00	-4,310.13	434,286.88	723,917.12	63
30-91-3710-505 SEWER REVENUE	977,890.00	-4,117.16	379,514.07	598,375.93	61
30-91-3710-510 BULK WATER REVENUE	325,000.00	0.00	136,644.90	188,355.10	58
30-91-3710-512 BULK WATER REVENUE-CYPRESS	8,500.00	0.00	5,778.00	2,722.00	32
30-91-3710-515 LATE FEES	35,000.00	3,199.11	30,403.37	4,596.63	13
30-91-3710-520 APPLICATION FEES	7,500.00	780.00	4,975.00	2,525.00	34
30-91-3710-525 WATER/SEWER TAP FEES	50,000.00	3,250.00	31,625.00	18,375.00	37
30-91-3710-530 AC'REAGE FEES	65,000.00	4,625.00	25,491.25	39,508.75	61
3710	2,627,094.00	3,426.82	1,048,718.47	1,578,375.53	60
30-91-3720-700 TRANSFER-IN FROM MIDWAY PROJECT	0.00	0.00	0.00	0.00	0
30-91-3720-800 CONTRACT REIMBURSABLE	7,500.00	0.00	0.00	7,500.00	100
30-91-3720-805 INSURANCE REIMBURSEMENTS	6,000.00	0.00	0.00	6,000.00	100
3720	13,500.00	0.00	0.00	13,500.00	100
30-91-3730-800 INTEREST REVENUE	2,000.00	0.00	0.00	2,000.00	100
30-91-3730-805 NSF FEES REVENUE	1,500.00	325.00	900.00	600.00	40
3730	3,500.00	325.00	900.00	2,600.00	74
30-91-3900-800 MISCELLANEOUS REVENUE	10,000.00	5,276.72	9,938.29	61.71	1
30-91-3900-805 SALE OF FIXED ASSETS	10,000.00	0.00	0.00	10,000.00	100
30-91-3900-810 STATE GRANTS	0.00	0.00	0.00	0.00	0
30-91-3900-820 CONTRIBUTED CAPITAL	0.00	0.00	0.00	0.00	0
30-91-3900-830 INTANGIBLE CONTRIBUTIONS	0.00	0.00	0.00	0.00	0
3900	20,000.00	5,276.72	9,938.29	10,061.71	50

FY 2014-2015

TOWN OF ABERDEEN  
 DECEMBER REVENUE REPORT  
 CURRENT PERIOD: 12/01/2014 TO 12/31/2014

IDEAL REMAINING PERCENT: 50 %

<u>ACCOUNT</u>	<u>BUDGETED REVENUE</u>	<u>CURRENT REVENUE</u>	<u>YEAR TO DATE REVENUE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
30-91-3901-900 LOAN PROCEEDS	0.00	0.00	0.00	0.00	0
30-91-3901-910 TRANSFER-IN FROM GEN FUND	0.00	0.00	0.00	0.00	0
3901	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0</u>
30-91-3990-900 FUND BALANCE-APPROPRIATED	0.00	0.00	0.00	0.00	0
3990	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0</u>
30 WATER & SEWER FUND	<u>2,664,094.00</u>	<u>9,028.54</u>	<u>1,059,556.76</u>	<u>1,604,537.24</u>	<u>60</u>

FY 2014-2015

TOWN OF ABERDEEN  
DECEMBER REVENUE REPORT  
CURRENT PERIOD: 12/01/2014 TO 12/31/2014

IDEAL REMAINING PERCENT: 50%

<u>ACCOUNT</u>	<u>BUDGETED</u>	<u>CURRENT</u>	<u>YEAR TO DATE</u>	<u>REMAINING</u>	
	<u>REVENUE</u>	<u>REVENUE</u>	<u>REVENUE</u>	<u>BALANCE</u>	<u>PCT</u>
	<u>9,432,214.00</u>	<u>505,934.23</u>	<u>4,876,010.41</u>	<u>4,556,203.59</u>	<u>48</u>

FY 2014-2015

TOWN OF ABERDEEN  
 DEC EXPENDITURES-DEPT TOTALS ONLY  
 CURRENT PERIOD: 12/01/2014 TO 12/31/2014

IDEAL REMAINING PERCENT: 50 %

ACCOUNT	BUDGETED EXPENDITURE	CURRENT EXPENDITURE	YEAR TO DATE EXPENDITURE	ENCUMBRANCE	REMAINING BALANCE	PCT
GENERAL FUND						
4200 ADMINISTRATION	122,840.00	-210,985.92	74,203.79	0.00	48,636.21	40
4208 SPECIAL APPROPRIATIONS	30,700.00	0.00	14,967.00	0.00	15,733.00	51
4220 GOVERNING BODY	20,406.00	10,757.19	16,635.03	0.00	3,770.97	18
4300 FINANCE	297,812.00	27,026.56	186,428.20	0.00	111,383.80	37
4401 MUNICIPAL BLDG	40,265.00	9,379.08	26,887.40	0.00	13,377.60	33
4402 LIBRARY	7,620.00	3,608.18	9,996.61	0.00	-2,376.61	-31
4403 DEPOT	5,430.00	1,555.45	2,764.36	0.00	2,665.64	49
4404 FINANCE BLDG	9,585.00	2,799.83	7,260.49	0.00	2,324.51	24
4405 MAYOR MEMORIAL	500.00	30.86	177.22	0.00	322.78	65
4406 WHOLESALE GROCERY	1,225.00	1,224.00	1,224.00	0.00	1.00	0
4407 EXCHANGE BLDG	920.00	919.00	919.00	0.00	1.00	0
4408 AA BLDG	1,030.00	1,030.00	1,030.00	0.00	0.00	0
4409 PUBLIC WORKS FACILITY	40,680.00	7,545.01	21,714.57	0.00	18,965.43	47
4410 RECREATION STATION	42,585.00	11,030.62	38,780.38	0.00	3,804.62	9
4411 MALCOLM BLUE FARM	0.00	236.09	2,913.92	0.00	-2,913.92	0
4412 RAY'S MILL POND	0.00	78,800.89	115,124.00	0.00	-115,124.00	0
4415 MAIN STREET PROPERTY	0.00	0.00	0.00	0.00	0.00	0
4420 POLICE FACILITY	40,075.00	6,215.81	20,374.21	0.00	19,700.79	49
4425 POLICE/FIRE LAND	0.00	0.00	0.00	0.00	0.00	0
5150 POLICE	2,184,445.00	188,052.05	1,106,126.39	6,189.94	1,072,128.67	49
5300 FIRE	1,231,870.00	183,357.70	611,627.15	1,992.41	618,250.44	50
5415 PLANNING	502,431.00	35,913.33	219,720.89	0.00	282,710.11	56
5500 P&R ADMIN	246,513.00	24,462.09	132,409.89	0.00	114,103.11	46
5510 PARK FACILITIES	19,655.00	1,855.78	18,758.29	0.00	896.71	5

FY 2014-2015

TOWN OF ABERDEEN  
 DEC EXPENDITURES-DEPT TOTALS ONLY  
 CURRENT PERIOD: 12/01/2014 TO 12/31/2014

IDEAL REMAINING PERCENT: 50 %

<u>ACCOUNT</u>	<u>BUDGETED EXPENDITURE</u>	<u>CURRENT EXPENDITURE</u>	<u>YEAR TO DATE EXPENDITURE</u>	<u>ENCUMBRANCE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
5520 PROGRAMS	32,596.00	2,417.72	19,401.14	220.00	12,974.86	40
5530 ATHLETICS	5,400.00	2,409.18	4,945.66	234.93	219.41	4
5600 STREETS & BEAUTIFICATION	732,038.00	64,868.37	338,965.44	118,632.24	274,440.32	37
5650 POWELL BILL	192,479.00	10,553.78	61,156.31	0.00	131,322.69	68
5800 SANITATION	476,185.00	55,359.35	226,126.16	0.00	250,058.84	53
5900 FINGERPRINT MACHINE	10,050.00	0.00	0.00	0.00	10,050.00	100
5902 RECREATION STATION	87,841.00	0.00	0.00	0.00	87,841.00	100
5903 POLICE IN-CAR CAMERAS	15,974.00	0.00	0.00	0.00	15,974.00	100
5905 2012-13 DURANGOS	19,812.00	0.00	0.00	0.00	19,812.00	100
5907 2012-13 TAHOES	22,888.00	0.00	0.00	0.00	22,888.00	100
5908 2013-14 DODGE CHARGERS	32,232.00	0.00	0.00	0.00	32,232.00	100
5909 2014-15 (4) POLICE VEHS	46,507.00	43,522.73	43,522.73	0.00	2,984.27	6
5910 KNUCKLEBOOM TRUCK	29,264.00	0.00	0.00	0.00	29,264.00	100
5911 2014 FIRE TRUCK	95,281.00	0.00	0.00	0.00	95,281.00	100
5912 2013-14 (2) TAHOES	24,324.00	0.00	24,323.28	0.00	0.72	0
5913 FIRE STN EXPANSION	64,219.00	0.00	0.00	0.00	64,219.00	100
5914 POLICE/FIRE PROPERTY	34,443.00	34,441.53	34,441.53	0.00	1.47	0
<b>10 GENERAL FUND</b>	<b>6,768,120.00</b>	<b>598,386.26</b>	<b>3,382,925.04</b>	<b>127,269.52</b>	<b>3,257,925.44</b>	<b>48</b>
<b>WATER &amp; SEWER FUND</b>						
6100 WATER PRODUCTION	733,703.00	59,002.72	359,885.77	534.37	373,282.86	51
6200 WATER & SEWER	1,835,321.00	105,174.43	757,163.83	5,581.25	1,072,575.92	58
6300 BILLING & COLLECTIONS	95,070.00	6,581.77	48,531.93	0.00	46,538.07	49
<b>30 WATER &amp; SEWER FUND</b>	<b>2,664,094.00</b>	<b>170,758.92</b>	<b>1,165,581.53</b>	<b>6,115.62</b>	<b>1,492,396.85</b>	<b>56</b>
	<b>9,432,214.00</b>	<b>769,145.18</b>	<b>4,548,506.57</b>	<b>133,385.14</b>	<b>4,750,322.29</b>	<b>50</b>

FY 2014-2015

TOWN OF ABERDEEN  
 DECEMBER DEBT PAYMENTS REPORT  
 CURRENT PERIOD: 12/01/2014 TO 12/31/2014

IDEAL REMAINING PERCENT: 50 %

ACCOUNT	BUDGETED	CURRENT	YEAR TO DATE	ENCUMBRANCE	REMAINING	
	EXPENDITURE	EXPENDITURE	EXPENDITURE		BALANCE	PCT
10-60-5900-100 FINGERPRINT MACHINE-PRINCIPAL	9,406.00	0.00	0.00	0.00	9,406.00	100
10-60-5900-200 FINGERPRINT MACHINE-INTEREST	644.00	0.00	0.00	0.00	644.00	100
10-60-5902-100 RECREATION STATION-PRINCIPAL	66,667.00	0.00	0.00	0.00	66,667.00	100
10-60-5902-200 RECREATION STATION-INTEREST	21,174.00	0.00	0.00	0.00	21,174.00	100
10-60-5903-100 POLICE IN-CAR CAMERAS-PRINCIPAL	14,420.00	0.00	0.00	0.00	14,420.00	100
10-60-5903-200 POLICE IN-CAR CAMERAS-INTEREST	1,554.00	0.00	0.00	0.00	1,554.00	100
10-60-5905-100 2012-13 DURANGOS-PRINC	19,414.00	0.00	0.00	0.00	19,414.00	100
10-60-5905-200 2012-13 DURANGOS-INTEREST	398.00	0.00	0.00	0.00	398.00	100
10-60-5907-100 2012-13 CHEVY TAHOES-PRINCIPAL	22,583.00	0.00	0.00	0.00	22,583.00	100
10-60-5907-200 2012-13 CHEVY TAHOES-INTEREST	305.00	0.00	0.00	0.00	305.00	100
10-60-5908-100 2013-14 (3) DODGE CHARGERS-PRINC	30,246.00	0.00	0.00	0.00	30,246.00	100
10-60-5908-200 2013-14 (3) DODGE CHARGERS-INTEREST	1,986.00	0.00	0.00	0.00	1,986.00	100
10-60-5909-100 2014-15 (4) POLICE VEHICLES-PRINC	42,667.00	43,522.73	43,522.73	0.00	-855.73	-2
10-60-5909-200 2014-15 (4) POLICE VEHICLES-INT	3,840.00	0.00	0.00	0.00	3,840.00	100
10-60-5910-100 2012-13 KNUCKLEBOOM TRUCK-PRINC	28,012.00	0.00	0.00	0.00	28,012.00	100
10-60-5910-200 2012-13 KNUCKLEBOOM TRUCK-INT	1,252.00	0.00	0.00	0.00	1,252.00	100
10-60-5913-100 2013-14 FIRE TRUCK-PRINCIPAL	62,226.00	0.00	0.00	0.00	62,226.00	100
10-60-5911-200 2013-14 FIRE TRUCK-INTEREST	33,055.00	0.00	0.00	0.00	33,055.00	100
10-60-5912-100 2013-14 (2) TAHOES-PRINCIPAL	23,347.00	0.00	23,346.72	0.00	0.28	0
10-60-5912-200 2013-14 (2) TAHOES-INTEREST	977.00	0.00	976.56	0.00	0.44	0
10-60-5913-100 FIRE STATION EXPANSION-PRINC	22,911.00	0.00	0.00	0.00	22,911.00	100
10-60-5913-200 FIRE STATION EXPANSION-INT	41,308.00	0.00	0.00	0.00	41,308.00	100
10-60-5914-100 POLICE/FIRE LAND-PRINCIPAL	25,918.00	25,917.10	25,917.10	0.00	0.90	0
10-60-5914-200 POLICE/FIRE LAND-INTEREST	8,525.00	8,524.43	8,524.43	0.00	0.57	0
	<u>482,835.00</u>	<u>77,964.26</u>	<u>102,287.54</u>	<u>0.00</u>	<u>380,547.46</u>	<u>79</u>

FY 2014-2015

TOWN OF ABERDEEN  
 DECEMBER EXPENDITURE REPORT-BY DEPT  
 CURRENT PERIOD: 12/01/2014 TO 12/31/2014

IDEAL REMAINING PERCENT: 50 %

<u>ACCOUNT</u>	<u>BUDGETED EXPENDITURE</u>	<u>CURRENT EXPENDITURE</u>	<u>YEAR TO DATE EXPENDITURE</u>	<u>ENCUMBRANCE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
ADMINISTRATION						
10-00-4200-020 SALARIES	201,100.00	15,431.35	91,594.06	0.00	109,505.94	54
10-00-4200-030 SOCIAL SECURITY	15,713.00	1,201.15	7,123.25	0.00	8,589.75	55
10-00-4200-045 MEDICAL INSURANCE	13,320.00	1,110.00	6,660.00	0.00	6,660.00	50
10-00-4200-046 DENTAL INSURANCE	972.00	79.02	474.12	0.00	497.88	51
10-00-4200-047 LIFE INSURANCE	603.00	53.13	319.31	0.00	283.69	47
10-00-4200-049 WELLNESS	1,600.00	236.15	618.65	0.00	981.35	61
10-00-4200-050 RETIREMENT	14,522.00	1,091.00	6,806.88	0.00	7,715.12	53
10-00-4200-051 401K RETIREMENT	10,270.00	819.84	4,844.27	0.00	5,425.73	53
10-00-4200-052 LONGEVITY	4,300.00	0.00	4,300.00	0.00	0.00	0
10-00-4200-070 WORKER'S COMP	530.00	-126,602.17	1,064.00	0.00	-534.00	-101
10-00-4200-071 W/COMP DEDUCTIBLE	3,000.00	220.25	1,855.30	0.00	1,144.70	36
10-00-4200-090 UNEMPLOYMENT	3,000.00	1,222.25	1,222.25	0.00	1,777.75	59
10-00-4200-100 POSTAGE	3,000.00	500.00	1,265.81	0.00	1,734.19	58
10-00-4200-120 NEWSLETTER	3,800.00	0.00	1,986.00	0.00	1,814.00	48
10-00-4200-150 CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0
10-00-4200-200 COMMUNICATIONS	1,500.00	172.89	818.42	0.00	681.58	45
10-00-4200-220 EQUIPMENT PURCHASE	0.00	0.00	0.00	0.00	0.00	0
10-00-4200-225 EQUIPMENT MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0
10-00-4200-230 CONTRACTS/AGREEMENTS	33,000.00	2,672.05	22,245.71	0.00	10,754.29	33
10-00-4200-240 WELLNESS PROGRAMS	5,400.00	1,574.48	3,346.48	0.00	2,053.52	38
10-00-4200-250 EMPLOYEE FUNCTIONS	2,960.00	1,702.34	2,523.40	0.00	436.60	15
10-00-4200-260 ADVERTISING	500.00	0.00	0.00	0.00	500.00	100
10-00-4200-330 SUPPLIES	6,000.00	494.40	2,998.09	0.00	3,001.91	50
10-00-4200-331 SAFETY	8,000.00	96.93	1,014.35	0.00	6,985.65	87
10-00-4200-450 TRAINING/TRAVEL	5,000.00	165.00	2,151.62	0.00	2,848.38	57
10-00-4200-451 MILEAGE EXPENSE	0.00	0.00	0.00	0.00	0.00	0
10-00-4200-530 DUES/SUBSCRIPTIONS	8,000.00	0.00	8,978.00	0.00	-978.00	-12
10-00-4200-535 CITIZENS ACADEMY	1,500.00	818.20	1,445.06	0.00	54.94	4
10-00-4200-540 PROP/LIAB INSURANCE	250.00	-94,138.00	341.00	0.00	-91.00	-36

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TOWN OF ABERDEEN  
 DECEMBER EXPENDITURE REPORT-BY DEPT  
 CURRENT PERIOD: 12/01/2014 TO 12/31/2014

IDEAL REMAINING PERCENT: 50 %

<u>ACCOUNT</u>	<u>BUDGETED EXPENDITURE</u>	<u>CURRENT EXPENDITURE</u>	<u>YEAR TO DATE EXPENDITURE</u>	<u>ENCUMBRANCE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
10-00-4200-541 INSURANCE	0.00	0.00	0.00	0.00	0.00	0
10-00-4200-570 MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	0.00	0
10-00-4200-595 LEGAL SERVICES	10,000.00	70.00	3,145.00	0.00	6,855.00	69
10-00-4200-596 COMPUTER SERVICES	15,000.00	856.82	15,140.76	0.00	-140.76	-1
10-00-4200-597 ENGINEER SERVICES	0.00	0.00	0.00	0.00	0.00	0
10-00-4200-740 CAPITAL OUTLAY	0.00	0.00	4,920.00	0.00	-4,920.00	0
10-00-4200-900 CHARGEOUT TO W/S	-250,000.00	-20,833.00	-124,998.00	0.00	-125,002.00	50
4200 ADMINISTRATION	122,840.00	-210,985.92	74,203.79	0.00	48,636.21	40

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TOWN OF ABERDEEN  
 DECEMBER EXPENDITURE REPORT-BY DEPT  
 CURRENT PERIOD: 12/01/2014 TO 12/31/2014

IDEAL REMAINING PERCENT: 50 %

<u>ACCOUNT</u>	<u>BUDGETED EXPENDITURE</u>	<u>CURRENT EXPENDITURE</u>	<u>YEAR TO DATE EXPENDITURE</u>	<u>ENCUMBRANCE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
SPECIAL APPROPRIATIONS						
10-00-4208-100 MOORE COUNTY LIBRARY SYSTEM	4,500.00	0.00	0.00	0.00	4,500.00	100
10-00-4208-300 LION'S FLAG PROJECT	2,000.00	0.00	2,000.00	0.00	0.00	0
10-00-4208-400 MALCOLM BLUE SOCIETY	1,375.00	0.00	0.00	0.00	1,375.00	100
10-00-4208-500 A&R RR PROPERTY LEASE	1,200.00	0.00	0.00	0.00	1,200.00	100
10-00-4208-600 OPTIMISTS-CONTRIBUTION	0.00	0.00	0.00	0.00	0.00	0
10-00-4208-700 POSTMASTER'S HOUSE	1,375.00	0.00	0.00	0.00	1,375.00	100
10-00-4208-900 ECONOMIC DEVELOPMENT	13,250.00	0.00	12,967.00	0.00	283.00	2
10-00-4208-905 ECONOMIC DEV. FUNCTIONS	2,000.00	0.00	0.00	0.00	2,000.00	100
10-00-4208-910 ECONOMIC DEV. INCENTIVES	5,000.00	0.00	0.00	0.00	5,000.00	100
10-00-4208-915 REDC GRANT DISBURSEMENTS	0.00	0.00	0.00	0.00	0.00	0
10-00-4208-920 TRANSFER-OUT TO WS FUND	0.00	0.00	0.00	0.00	0.00	0
4208 SPECIAL APPROPRIATIONS	30,700.00	0.00	14,967.00	0.00	15,733.00	51

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TOWN OF ABERDEEN  
 DECEMBER EXPENDITURE REPORT-BY DEPT  
 CURRENT PERIOD: 12/01/2014 TO 12/31/2014

IDEAL REMAINING PERCENT: 50 %

<u>ACCOUNT</u>	<u>BUDGETED EXPENDITURE</u>	<u>CURRENT EXPENDITURE</u>	<u>YEAR TO DATE EXPENDITURE</u>	<u>ENCUMBRANCE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
GOVERNING BODY						
10-00-4220-020 COMPENSATION	17,600.00	4,400.00	8,800.00	0.00	8,800.00	50
10-00-4220-030 SOCIAL SECURITY	1,346.00	336.60	673.20	0.00	672.80	50
10-00-4220-040 HEALTH INSURANCE	0.00	0.00	0.00	0.00	0.00	0
10-00-4220-070 WORKER'S COMP	100.00	5,435.53	5,435.53	0.00	-5,335.53	-5,336
10-00-4220-150 CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0
10-00-4220-200 COMMUNICATIONS	0.00	228.06	1,189.30	0.00	-1,189.30	0
10-00-4220-230 ELECTION	1,000.00	0.00	0.00	0.00	1,000.00	100
10-00-4220-450 TRAINING/TRAVEL	360.00	0.00	180.00	0.00	180.00	50
10-00-4220-540 PROP/LIAB INSURANCE	0.00	357.00	357.00	0.00	-357.00	0
10-00-4220-570 MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0
10-00-4220-595 LEGAL	0.00	0.00	0.00	0.00	0.00	0
4220 GOVERNING BODY	20,406.00	10,757.19	16,635.03	0.00	3,770.97	18

FY 2014-2015

TOWN OF ABERDEEN  
 DECEMBER EXPENDITURE REPORT-BY DEPT  
 CURRENT PERIOD: 12/01/2014 TO 12/31/2014

IDEAL REMAINING PERCENT: 50 %

<u>ACCOUNT</u>	<u>BUDGETED EXPENDITURE</u>	<u>CURRENT EXPENDITURE</u>	<u>YEAR TO DATE EXPENDITURE</u>	<u>ENCUMBRANCE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
FINANCE						
10-00-4300-020 SALARIES	137,800.00	10,559.11	61,986.36	0.00	75,813.64	55
10-00-4300-030 SOCIAL SECURITY	10,897.00	829.24	5,061.08	0.00	5,835.92	54
10-00-4300-045 MEDICAL INSURANCE	8,880.00	740.00	4,440.00	0.00	4,440.00	50
10-00-4300-046 DENTAL INSURANCE	648.00	52.68	316.08	0.00	331.92	51
10-00-4300-047 LIFE INSURANCE	413.00	30.50	185.11	0.00	227.89	55
10-00-4300-050 RETIREMENT	10,071.00	746.54	4,757.20	0.00	5,313.80	53
10-00-4300-051 401K RETIREMENT	7,123.00	465.05	2,858.70	0.00	4,264.30	60
10-00-4300-052 LONGEVITY	4,650.00	0.00	5,300.00	0.00	-650.00	-14
10-00-4300-070 WORKER'S COMP	220.00	158.07	158.07	0.00	61.93	28
10-00-4300-100 POSTAGE	1,300.00	0.00	317.06	0.00	982.94	76
10-00-4300-220 EQUIPMENT PURCHASE	500.00	0.00	558.29	0.00	-58.29	-12
10-00-4300-225 EQUIPMENT MAINTENANCE	2,000.00	140.25	1,137.27	0.00	862.73	43
10-00-4300-275 TAX COLLECTION FEES	61,010.00	1,608.36	45,267.67	0.00	15,742.33	26
10-00-4300-330 SUPPLIES	1,600.00	245.67	1,282.96	0.00	317.04	20
10-00-4300-450 TRAINING/TRAVEL	0.00	0.00	0.00	0.00	0.00	0
10-00-4300-530 DUES & SUBSCRIPTIONS	0.00	0.00	0.00	0.00	0.00	0
10-00-4300-540 PROP/LIAB INSURANCE	600.00	589.00	589.00	0.00	11.00	2
10-00-4300-595 PROFESSIONAL SERVICES	18,000.00	2,109.77	12,482.04	0.00	5,517.96	31
10-00-4300-596 COMPUTER SERVICES	1,100.00	127.32	5,231.31	0.00	-4,131.31	-376
10-00-4300-600 AUDIT	31,000.00	8,625.00	34,500.00	0.00	-3,500.00	-11
10-00-4300-740 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0
4300 FINANCE	297,812.00	27,026.56	186,428.20	0.00	111,383.80	37

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IDEAL REMAINING PERCENT: 50 %

<u>ACCOUNT</u>	<u>BUDGETED EXPENDITURE</u>	<u>CURRENT EXPENDITURE</u>	<u>YEAR TO DATE EXPENDITURE</u>	<u>ENCUMBRANCE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
MUNICIPAL BLDG						
10-00-4401-080 CONTRACT CLEANING	6,000.00	500.00	3,000.00	0.00	3,000.00	50
10-00-4401-110 TELEPHONE	11,500.00	850.27	5,212.76	0.00	6,287.24	55
10-00-4401-130 UTILITIES	12,250.00	817.84	5,860.47	0.00	6,389.53	52
10-00-4401-330 SUPPLIES/MAINTENANCE	3,500.00	199.97	721.17	0.00	2,778.83	79
10-00-4401-540 PROP/LIAB INSURANCE	7,015.00	7,011.00	9,243.00	0.00	-2,228.00	-32
10-00-4401-740 CAPITAL OUTLAY	0.00	0.00	2,850.00	0.00	-2,850.00	0
4401 MUNICIPAL BLDG	40,265.00	9,379.08	26,887.40	0.00	13,377.60	33

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IDEAL REMAINING PERCENT: 50 %

<u>ACCOUNT</u>	<u>BUDGETED EXPENDITURE</u>	<u>CURRENT EXPENDITURE</u>	<u>YEAR TO DATE EXPENDITURE</u>	<u>ENCUMBRANCE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
LIBRARY						
10-00-4402-080 CONTRACT CLEANING	1,500.00	125.00	750.00	0.00	750.00	50
10-00-4402-130 UTILITIES	2,400.00	140.18	1,133.61	0.00	1,266.39	53
10-00-4402-330 MAINTENANCE	500.00	125.00	2,700.00	0.00	-2,200.00	-440
10-00-4402-540 PROP/LIAB INSURANCE	3,220.00	3,218.00	5,413.00	0.00	-2,193.00	-68
10-00-4402-740 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0
4402 LIBRARY	7,620.00	3,608.18	9,996.61	0.00	-2,376.61	-31

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IDEAL REMAINING PERCENT: 50 %

<u>ACCOUNT</u>	<u>BUDGETED</u> <u>EXPENDITURE</u>	<u>CURRENT</u> <u>EXPENDITURE</u>	<u>YEAR TO DATE</u> <u>EXPENDITURE</u>	<u>ENCUMBRANCE</u>	<u>REMAINING</u> <u>BALANCE</u>	<u>PCT</u>
DEPOT						
10-00-4403-080 CONTRACT CLEANING	0.00	0.00	0.00	0.00	0.00	0
10-00-4403-130 UTILITIES	3,200.00	163.69	1,183.53	0.00	2,016.47	63
10-00-4403-330 SUPPLIES/MAINTENANCE	1,000.00	163.76	352.83	0.00	647.17	65
10-00-4403-540 PROP/LIAB INSURANCE	1,230.00	1,228.00	1,228.00	0.00	2.00	0
10-00-4403-740 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0
4403 DEPOT	5,430.00	1,555.45	2,764.36	0.00	2,665.64	49

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IDEAL REMAINING PERCENT: 50 %

<u>ACCOUNT</u>	<u>BUDGETED EXPENDITURE</u>	<u>CURRENT EXPENDITURE</u>	<u>YEAR TO DATE EXPENDITURE</u>	<u>ENCUMBRANCE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
FINANCE BLDG						
10-00-4404-080 CONTRACT CLEANING	1,800.00	150.00	900.00	0.00	900.00	50
10-00-4404-110 TELEPHONE	3,000.00	225.58	1,374.49	0.00	1,625.51	54
10-00-4404-130 UTILITIES	1,800.00	106.25	712.37	0.00	1,087.63	60
10-00-4404-330 MAINTENANCE	700.00	35.00	344.63	0.00	355.37	51
10-00-4404-540 PROP/LIAB INSURANCE	2,285.00	2,283.00	3,929.00	0.00	-1,644.00	-72
10-00-4404-740 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0
4404 FINANCE BLDG	9,585.00	2,799.83	7,260.49	0.00	2,324.51	24

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<u>ACCOUNT</u>	<u>BUDGETED EXPENDITURE</u>	<u>CURRENT EXPENDITURE</u>	<u>YEAR TO DATE EXPENDITURE</u>	<u>ENCUMBRANCE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
MAYOR MEMORIAL						
10-00-4405-130 UTILITIES	300.00	30.86	177.22	0.00	122.78	41
10-00-4405-330 SUPPLIES/MAINTENANCE	200.00	0.00	0.00	0.00	200.00	100
4405 MAYOR MEMORIAL	500.00	30.86	177.22	0.00	322.78	65

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<u>ACCOUNT</u>	<u>BUDGETED EXPENDITURE</u>	<u>CURRENT EXPENDITURE</u>	<u>YEAR TO DATE EXPENDITURE</u>	<u>ENCUMBRANCE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
WHOLESALE GROCERY						
10-00-4406-330 MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0
10-00-4406-540 PROP/LIAB INSURANCE	1,225.00	1,224.00	1,224.00	0.00	1.00	0
10-00-4406-740 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0
4406 WHOLESALE GROCERY	<u>1,225.00</u>	<u>1,224.00</u>	<u>1,224.00</u>	<u>0.00</u>	<u>1.00</u>	<u>0</u>

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IDEAL REMAINING PERCENT: 50 %

<u>ACCOUNT</u>	<u>BUDGETED EXPENDITURE</u>	<u>CURRENT EXPENDITURE</u>	<u>YEAR TO DATE EXPENDITURE</u>	<u>ENCUMBRANCE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
EXCHANGE BLDG						
10-00-4407-330 MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0
10-00-4407-540 PROP/LIAB INSURANCE	920.00	919.00	919.00	0.00	1.00	0
4407 EXCHANGE BLDG	920.00	919.00	919.00	0.00	1.00	0

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IDEAL REMAINING PERCENT: 50 %

<u>ACCOUNT</u>	<u>BUDGETED EXPENDITURE</u>	<u>CURRENT EXPENDITURE</u>	<u>YEAR TO DATE EXPENDITURE</u>	<u>ENCUMBRANCE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
AA BLDG						
10-00-4408-130 UTILITIES	0.00	0.00	0.00	0.00	0.00	0
10-00-4408-330 MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0
10-00-4408-540 PROP/LIAB INSURANCE	1,030.00	1,030.00	1,030.00	0.00	0.00	0
10-00-4408-740 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0
4408 AA BLDG	<u>1,030.00</u>	<u>1,030.00</u>	<u>1,030.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0</u>

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IDEAL REMAINING PERCENT: 50 %

<u>ACCOUNT</u>	<u>BUDGETED EXPENDITURE</u>	<u>CURRENT EXPENDITURE</u>	<u>YEAR TO DATE EXPENDITURE</u>	<u>ENCUMBRANCE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
PUBLIC WORKS FACILITY						
10-00-4409-110 TELEPHONE	12,000.00	968.41	5,877.73	0.00	6,122.27	51
10-00-4409-130 UTILITIES	7,400.00	634.31	3,773.73	0.00	3,626.27	49
10-00-4409-220 EQUIPMENT PURCHASES	750.00	0.00	0.00	0.00	750.00	100
10-00-4409-330 SUPPLIES/MAINTENANCE	14,000.00	2,041.89	5,505.28	0.00	8,494.72	61
10-00-4409-540 PROP/LIAB INSURANCE	3,530.00	3,525.00	3,525.00	0.00	5.00	0
10-00-4409-595 COMPUTER SERVICES	3,000.00	375.40	3,032.83	0.00	-32.83	-1
10-00-4409-740 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0
4409 PUBLIC WORKS FACILITY	40,680.00	7,545.01	21,714.57	0.00	18,965.43	47

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IDEAL REMAINING PERCENT: 50 %

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RECREATION STATION						
10-00-4410-080 CONTRACT CLEANING	4,000.00	776.40	5,500.00	0.00	-1,500.00	-38
10-00-4410-110 TELEPHONE	8,750.00	715.81	4,337.26	0.00	4,412.74	50
10-00-4410-130 UTILITIES	20,500.00	1,857.02	10,521.74	0.00	9,978.26	49
10-00-4410-330 SUPPLIES/MAINTENANCE	2,575.00	926.39	6,701.38	0.00	-4,126.38	-160
10-00-4410-540 PROP/LIAB INSURANCE	6,760.00	6,755.00	7,873.00	0.00	-1,113.00	-16
10-00-4410-740 CAPITAL OUTLAY	0.00	0.00	3,847.00	0.00	-3,847.00	0
4410 RECREATION STATION	42,585.00	11,030.62	38,780.38	0.00	3,804.62	9

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MALCOLM BLUE FARM						
10-00-4411-110 TELEPHONE	0.00	0.00	99.67	0.00	-99.67	0
10-00-4411-130 UTILITIES	0.00	0.00	193.22	0.00	-193.22	0
10-00-4411-330 SUPPLIES/MAINTENANCE	0.00	236.09	1,085.83	0.00	-1,085.83	0
10-00-4411-540 PROPERTY INSURANCE	0.00	0.00	518.00	0.00	-518.00	0
10-00-4411-650 SPECIAL EVENTS	0.00	0.00	241.20	0.00	-241.20	0
10-00-4411-740 CAPITAL OUTLAY	0.00	0.00	776.00	0.00	-776.00	0
10-00-4411-741 GRIST MILL RESTORATION	0.00	0.00	0.00	0.00	0.00	0
4411 MALCOLM BLUE FARM	0.00	236.09	2,913.92	0.00	-2,913.92	0

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RAY'S MILL POND						
10-00-4412-740 CAPITAL OUTLAY	0.00	78,800.89	115,124.00	0.00	-115,124.00	0
4412 RAY'S MILL POND	0.00	78,800.89	115,124.00	0.00	-115,124.00	0

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MAIN STREET PROPERTY						
10-00-4415-740 MAIN STREET PROPERTY-CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0
4415 MAIN STREET PROPERTY	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0</u>

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POLICE FACILITY						
10-10-4420-080 CONTRACT CLEANING	4,500.00	375.00	2,250.00	0.00	2,250.00	50
10-10-4420-110 TELEPHONE	14,000.00	1,110.21	6,752.05	0.00	7,247.95	52
10-10-4420-130 UTILITIES	14,000.00	672.60	5,473.42	0.00	8,526.58	61
10-10-4420-330 SUPPLIES/MAINTENANCE	4,000.00	485.00	825.74	0.00	3,174.26	79
10-10-4420-540 PROP/LIAB INSURANCE	3,575.00	3,573.00	3,573.00	0.00	2.00	0
10-10-4420-740 CAPITAL OUTLAY	0.00	0.00	1,500.00	0.00	-1,500.00	0
4420 POLICE FACILITY	40,075.00	6,215.81	20,374.21	0.00	19,700.79	49

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POLICE/FIRE LAND						
10-10-4425-740 POLICE/FIRE LAND-CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0
4425 POLICE/FIRE LAND	0.00	0.00	0.00	0.00	0.00	0

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POLICE						
10-10-5150-020 SALARIES	1,262,650.00	99,938.51	601,871.08	0.00	660,778.92	52
10-10-5150-021 PART-TIME SALARIES	15,000.00	874.08	7,185.55	0.00	7,814.45	52
10-10-5150-022 HOLIDAY PAY	44,500.00	1,912.59	4,668.05	0.00	39,831.95	90
10-10-5150-023 OVERTIME	13,500.00	1,106.69	7,970.65	0.00	5,529.35	41
10-10-5150-024 ON-CALL PAY	4,500.00	455.83	2,415.29	0.00	2,084.71	46
10-10-5150-030 SOCIAL SECURITY	103,768.00	7,834.41	47,671.64	0.00	56,096.36	54
10-10-5150-045 MEDICAL INSURANCE	134,310.00	10,452.50	61,349.07	0.00	72,960.93	54
10-10-5150-046 DENTAL INSURANCE	9,072.00	763.86	4,514.64	0.00	4,557.36	50
10-10-5150-047 LIFE INSURANCE	4,014.00	329.55	1,950.24	0.00	2,063.76	51
10-10-5150-050 RETIREMENT	97,856.00	7,369.12	44,920.73	0.00	52,935.27	54
10-10-5150-051 401K RETIREMENT	65,823.00	5,057.82	30,606.53	0.00	35,216.47	54
10-10-5150-052 LONGEVITY	16,300.00	0.00	15,900.00	0.00	400.00	2
10-10-5150-070 WORKER'S COMP	43,750.00	32,071.84	32,071.84	0.00	11,678.16	27
10-10-5150-075 PREEMPLOY SCREENING	700.00	0.00	1,000.00	0.00	-300.00	-43
10-10-5150-100 POSTAGE	1,000.00	0.00	279.09	0.00	720.91	72
10-10-5150-130 UTILITIES-HWY 5	1,500.00	114.21	709.85	0.00	790.15	53
10-10-5150-170 VEHICLE MAINTENANCE	25,000.00	3,931.40	14,662.78	0.00	10,337.22	41
10-10-5150-200 COMMUNICATIONS	12,150.00	983.05	5,138.32	0.00	7,011.68	58
10-10-5150-220 EQUIPMENT PURCHASE	33,732.00	87.56	20,895.50	0.00	12,836.50	38
10-10-5150-225 EQUIPMENT MAINTENANCE	24,200.00	278.00	4,351.23	4,658.16	15,190.61	63
10-10-5150-230 CONTRACTS/AGREEMENTS	0.00	0.00	9.67	0.00	-9.67	0
10-10-5150-240 SPECIAL INVESTIGATIONS	1,200.00	0.00	255.00	0.00	945.00	79
10-10-5150-250 EMPLOYEE FUNCTIONS	900.00	250.00	250.00	0.00	650.00	72
10-10-5150-310 FUEL	82,000.00	5,075.89	33,628.73	0.00	48,371.27	59
10-10-5150-330 SUPPLIES	8,000.00	421.83	2,470.72	0.00	5,529.28	69
10-10-5150-331 SAFETY	3,250.00	0.00	965.87	0.00	2,284.13	70
10-10-5150-332 COMMUNICATIONS	0.00	0.00	0.00	0.00	0.00	0
10-10-5150-335 EMERGENCY MANAGEMENT	500.00	0.00	62.26	0.00	437.74	88
10-10-5150-360 UNIFORMS	6,200.00	0.00	2,428.94	0.00	3,771.06	61

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					<u>BALANCE</u>	<u>PCT</u>
10-10-5150-450 TRAINING/TRAVEL	8,500.00	329.54	7,652.34	0.00	847.66	10
10-10-5150-460 CRIME PREVENTION	500.00	0.00	0.00	0.00	500.00	100
10-10-5150-475 AMMUNITION	6,500.00	0.00	2,789.70	1,531.78	2,178.52	34
10-10-5150-530 DUES/SUBSCRIPTIONS	470.00	0.00	150.00	0.00	320.00	68
10-10-5150-540 PROP/LIAB INSURANCE	6,900.00	6,899.00	6,812.00	0.00	88.00	1
10-10-5150-580 UNIFORM CLEANING	5,150.00	274.05	1,617.92	0.00	3,532.08	69
10-10-5150-585 TAXI PERMIT EXPENSE	0.00	0.00	0.00	0.00	0.00	0
10-10-5150-587 PRECIOUS METAL FEES	0.00	0.00	0.00	0.00	0.00	0
10-10-5150-590 DONATION DISBURSEMENTS	150.00	0.00	0.00	0.00	150.00	100
10-10-5150-595 LEGAL SERVICES	3,000.00	0.00	183.75	0.00	2,816.25	94
10-10-5150-596 COMPUTER SERVICES	9,900.00	1,195.72	9,255.35	0.00	644.65	7
10-10-5150-600 STATE FORFEITURE	0.00	0.00	0.00	0.00	0.00	0
10-10-5150-650 FEDERAL FORFEITURE	0.00	0.00	0.00	0.00	0.00	0
10-10-5150-740 CAPITAL OUTLAY	128,000.00	45.00	127,462.06	0.00	537.94	0
10-10-5150-762 PRE-EMPLOYMENT SCREENING	0.00	0.00	0.00	0.00	0.00	0
5150 POLICE	2,184,445.00	188,052.05	1,106,126.39	6,189.94	1,072,128.67	49

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IDEAL REMAINING PERCENT: 50 %

<u>ACCOUNT</u>	<u>BUDGETED EXPENDITURE</u>	<u>CURRENT EXPENDITURE</u>	<u>YEAR TO DATE EXPENDITURE</u>	<u>ENCUMBRANCE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
FIRE						
10-10-5300-020 SALARIES	640,500.00	53,843.48	314,007.56	0.00	326,492.44	51
10-10-5300-022 HOLIDAY PAY	20,000.00	0.00	0.00	0.00	20,000.00	100
10-10-5300-023 OVERTIME	0.00	0.00	0.00	0.00	0.00	0
10-10-5300-024 CALL PAY	45,000.00	45,250.60	45,250.60	0.00	-250.60	-1
10-10-5300-030 SOCIAL SECURITY	55,049.00	7,457.54	27,617.06	0.00	27,431.94	50
10-10-5300-045 MEDICAL INSURANCE	71,040.00	6,290.00	36,569.21	0.00	34,470.79	49
10-10-5300-046 DENTAL INSURANCE	5,184.00	447.78	2,589.37	0.00	2,594.63	50
10-10-5300-047 LIFE INSURANCE	1,982.00	180.45	1,049.84	0.00	932.16	47
10-10-5300-050 RETIREMENT	47,694.00	3,698.54	22,899.50	0.00	24,794.50	52
10-10-5300-051 401K RETIREMENT	33,730.00	2,657.93	16,261.01	0.00	17,468.99	52
10-10-5300-052 LONGEVITY	14,100.00	0.00	13,800.00	0.00	300.00	2
10-10-5300-053 PENSION	4,500.00	0.00	0.00	0.00	4,500.00	100
10-10-5300-070 WORKER'S COMP	28,000.00	34,453.08	34,453.08	0.00	-6,453.08	-23
10-10-5300-100 POSTAGE	900.00	40.71	215.96	0.00	684.04	76
10-10-5300-110 TELEPHONE	13,150.00	1,212.15	7,361.26	0.00	5,788.74	44
10-10-5300-130 UTILITIES	21,000.00	1,485.72	10,025.02	0.00	10,974.98	52
10-10-5300-150 CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0
10-10-5300-170 VEHICLE MAINTENANCE	15,000.00	363.50	9,913.46	0.00	5,086.54	34
10-10-5300-200 COMMUNICATIONS	5,000.00	672.54	2,128.62	0.00	2,871.38	57
10-10-5300-220 EQUIPMENT PURCHASES	19,390.00	0.00	3,224.64	1,992.41	14,172.95	73
10-10-5300-225 EQUIPMENT MAINTENANCE	6,500.00	592.55	2,324.17	0.00	4,175.83	64
10-10-5300-260 ADVERTISING	0.00	0.00	0.00	0.00	0.00	0
10-10-5300-300 BUILDING MAINTENANCE	11,000.00	1,296.04	4,450.75	0.00	6,549.25	60
10-10-5300-310 FUEL	20,000.00	1,506.37	12,962.66	0.00	7,037.34	35
10-10-5300-330 SUPPLIES	8,500.00	299.88	3,574.53	0.00	4,925.47	58
10-10-5300-331 SAFETY	4,500.00	115.50	1,099.00	0.00	3,401.00	76
10-10-5300-332 HAZARDOUS MATERIALS	1,000.00	0.00	0.00	0.00	1,000.00	100
10-10-5300-335 EMERGENCY MANAGEMENT	1,500.00	50.00	100.78	0.00	1,399.22	93
10-10-5300-360 UNIFORMS	17,327.00	1,229.47	2,358.59	0.00	14,968.41	86

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IDEAL REMAINING PERCENT: 50 %

<u>ACCOUNT</u>	<u>BUDGETED</u>	<u>CURRENT</u>	<u>YEAR TO DATE</u>	<u>REMAINING</u>		
	<u>EXPENDITURE</u>	<u>EXPENDITURE</u>	<u>EXPENDITURE</u>	<u>ENCUMBRANCE</u>	<u>BALANCE</u>	<u>PCT</u>
10-10-5300-365 TURNOUT GEAR	10,000.00	0.00	341.00	0.00	9,659.00	97
10-10-5300-450 TRAINING/TRAVEL	10,000.00	0.00	4,952.16	0.00	5,047.84	50
10-10-5300-451 TRAINING VOLUNTEERS	5,000.00	57.00	1,784.50	0.00	3,215.50	64
10-10-5300-455 INSPECTIONS	3,543.00	188.55	1,153.53	0.00	2,389.47	67
10-10-5300-460 FIRE PREVENTION	3,662.00	0.00	4,050.41	0.00	-388.41	-11
10-10-5300-475 RESCUE	5,000.00	75.00	868.67	0.00	4,131.33	83
10-10-5300-530 DUES & SUBSCRIPTIONS	3,000.00	0.00	540.00	0.00	2,460.00	82
10-10-5300-540 PROP/LIAB INSURANCE	19,120.00	19,115.00	19,115.00	0.00	5.00	0
10-10-5300-580 UNIFORM CLEANING	2,500.00	259.32	1,125.31	0.00	1,374.69	55
10-10-5300-595 COMPUTER SERVICES	3,499.00	519.00	2,356.90	0.00	1,142.10	33
10-10-5300-740 CAPITAL OUTLAY	55,000.00	0.00	1,103.00	0.00	53,897.00	98
5300 FIRE	1,231,870.00	183,357.70	611,627.15	1,992.41	618,250.44	50

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IDEAL REMAINING PERCENT: 50 %

<u>ACCOUNT</u>	<u>BUDGETED EXPENDITURE</u>	<u>CURRENT EXPENDITURE</u>	<u>YEAR TO DATE EXPENDITURE</u>	<u>ENCUMBRANCE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
PLANNING						
10-10-5415-020 SALARIES	256,600.00	16,599.21	123,689.90	0.00	132,910.10	52
10-10-5415-030 SOCIAL SECURITY	19,806.00	1,689.04	9,775.76	0.00	10,030.24	51
10-10-5415-045 MEDICAL INSURANCE	26,640.00	1,850.00	11,089.01	0.00	15,550.99	58
10-10-5415-046 DENTAL INSURANCE	1,944.00	158.04	948.24	0.00	995.76	51
10-10-5415-047 LIFE INSURANCE	777.00	69.17	416.39	0.00	360.61	46
10-10-5415-050 RETIREMENT	18,304.00	1,529.14	9,262.98	0.00	9,041.02	49
10-10-5415-051 401K RETIREMENT	12,945.00	1,146.54	6,618.54	0.00	6,326.46	49
10-10-5415-052 LONGEVITY	2,300.00	0.00	2,300.00	0.00	0.00	0
10-10-5415-070 WORKER'S COMP	3,500.00	2,954.89	2,954.89	0.00	545.11	16
10-10-5415-100 POSTAGE	1,100.00	4.41	312.85	0.00	787.15	72
10-10-5415-110 TELEPHONE	5,200.00	410.09	2,497.84	0.00	2,702.16	52
10-10-5415-120 PRINTING/COPIES	1,500.00	323.64	635.76	0.00	864.24	58
10-10-5415-170 VEHICLE MAINTENANCE	750.00	0.00	556.98	0.00	193.02	26
10-10-5415-200 COMMUNICATIONS	3,000.00	241.41	1,228.05	0.00	1,771.95	59
10-10-5415-220 EQUIPMENT PURCHASES	1,500.00	0.00	0.00	0.00	1,500.00	100
10-10-5415-225 EQUIPMENT MAINTENANCE	7,850.00	619.82	4,563.98	0.00	3,286.02	42
10-10-5415-260 ADVERTISING	3,500.00	504.00	1,254.40	0.00	2,245.60	64
10-10-5415-310 FUEL	4,250.00	248.79	1,840.34	0.00	2,409.66	57
10-10-5415-330 SUPPLIES	5,600.00	140.88	1,023.82	0.00	4,576.18	82
10-10-5415-331 SAFETY	150.00	0.00	74.50	0.00	75.50	50
10-10-5415-360 UNIFORMS	800.00	0.00	340.69	0.00	459.31	57
10-10-5415-440 HOMEOWNER'S RECOVERY	800.00	0.00	189.00	0.00	611.00	76
10-10-5415-450 TRAINING/TRAVEL	10,000.00	260.00	3,808.69	0.00	6,191.31	62
10-10-5415-460 CITIZEN BOARDS	1,800.00	0.00	107.72	0.00	1,692.28	94
10-10-5415-465 APPEARANCE/BEAUTIFICATION	10,000.00	717.97	1,627.82	0.00	8,372.18	84
10-10-5415-470 DOWNTOWN DEVELOPMENT	20,000.00	419.92	589.92	0.00	19,410.08	97
10-10-5415-475 SPRING SPREE FESTIVAL	0.00	0.00	0.00	0.00	0.00	0
10-10-5415-481 CONTRACTED INSPECTIONS	0.00	0.00	0.00	0.00	0.00	0
10-10-5415-530 DUES/SUBSCRIPTIONS	900.00	0.00	320.00	0.00	580.00	64

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	<u>EXPENDITURE</u>	<u>EXPENDITURE</u>	<u>EXPENDITURE</u>		<u>BALANCE</u>	<u>PCT</u>
10-10-5415-540 PROP/LIAB INSURANCE	925.00	923.00	923.00	0.00	2.00	0
10-10-5415-560 MINIMUM HOUSING ENFORCE	8,000.00	0.00	0.00	0.00	8,000.00	100
10-10-5415-595 PROFESSIONAL SERVICES	17,620.00	44.19	10,586.69	0.00	7,033.31	40
10-10-5415-596 COMPUTER SERVICES	16,750.00	564.68	5,837.38	0.00	10,912.62	65
10-10-5415-597 LEGAL SERVICES	37,620.00	4,494.50	14,345.75	0.00	23,274.25	62
10-10-5415-740 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0
5415 PLANNING	502,431.00	35,913.33	219,720.89	0.00	282,710.11	56

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<u>ACCOUNT</u>	<u>BUDGETED EXPENDITURE</u>	<u>CURRENT EXPENDITURE</u>	<u>YEAR TO DATE EXPENDITURE</u>	<u>ENCUMBRANCE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
P&R ADMIN						
10-80-5500-020 SALARIES	154,100.00	13,294.25	81,159.25	0.00	72,940.75	47
10-80-5500-021 PART-TIME SALARIES	18,000.00	885.26	12,690.13	0.00	5,309.87	29
10-80-5500-030 SOCIAL SECURITY	13,211.00	969.01	6,431.52	0.00	6,779.48	51
10-80-5500-045 MEDICAL INSURANCE	17,760.00	1,480.00	8,224.40	0.00	9,535.60	54
10-80-5500-046 DENTAL INSURANCE	1,296.00	105.36	583.73	0.00	712.27	55
10-80-5500-047 LIFE INSURANCE	464.00	40.51	212.03	0.00	251.97	54
10-80-5500-050 RETIREMENT	10,937.00	828.93	5,473.05	0.00	5,463.95	50
10-80-5500-051 401K RETIREMENT	7,735.00	591.59	3,875.98	0.00	3,859.02	50
10-80-5500-052 LONGEVITY	600.00	0.00	700.00	0.00	-100.00	-17
10-80-5500-070 WORKER'S COMP	4,900.00	4,050.96	4,050.96	0.00	849.04	17
10-80-5500-100 POSTAGE	200.00	0.00	119.60	0.00	80.40	40
10-80-5500-120 PRINTING/COPIES	500.00	0.00	0.00	0.00	500.00	100
10-80-5500-130 UTILITIES	0.00	0.00	0.00	0.00	0.00	0
10-80-5500-170 VEHICLE MAINTENANCE	700.00	0.00	94.27	0.00	605.73	87
10-80-5500-200 COMMUNICATIONS	1,800.00	15.27	-12.37	0.00	1,812.37	101
10-80-5500-220 EQUIPMENT PURCHASE	1,500.00	0.00	0.00	0.00	1,500.00	100
10-80-5500-225 EQUIP MAINTENANCE	1,800.00	153.04	1,267.58	0.00	532.42	30
10-80-5500-230 CONTRACTS/AGREEMENTS	0.00	0.00	175.00	0.00	-175.00	0
10-80-5500-260 ADVERTISING	1,050.00	0.00	705.38	0.00	344.62	33
10-80-5500-310 FUEL	450.00	113.06	677.02	0.00	-227.02	-50
10-80-5500-330 SUPPLIES	2,000.00	357.49	701.35	0.00	1,298.65	65
10-80-5500-331 SAFETY	300.00	23.00	590.00	0.00	-290.00	-97
10-80-5500-360 UNIFORMS-STAFF	425.00	0.00	368.00	0.00	57.00	13
10-80-5500-450 TRAINING/TRAVEL	2,800.00	114.04	1,251.81	0.00	1,548.19	55
10-80-5500-451 MILEAGE	0.00	0.00	0.00	0.00	0.00	0
10-80-5500-530 DUES/SUBSCRIPTIONS	445.00	0.00	579.00	0.00	-134.00	-30
10-80-5500-540 PROP/LIAB INSURANCE	1,140.00	1,140.00	866.00	0.00	274.00	24
10-80-5500-595 COMPUTER SERVICES	2,400.00	300.32	1,626.20	0.00	773.80	32
10-80-5500-596 GRANT PLANNING	0.00	0.00	0.00	0.00	0.00	0

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<u>ACCOUNT</u>	<u>BUDGETED</u> <u>EXPENDITURE</u>	<u>CURRENT</u> <u>EXPENDITURE</u>	<u>YEAR TO DATE</u> <u>EXPENDITURE</u>	<u>ENCUMBRANCE</u>	<u>REMAINING</u>	
					<u>BALANCE</u>	<u>PCT</u>
10-80-5500-740 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0
5500 P&R ADMIN	246,513.00	24,462.09	132,409.89	0.00	114,103.11	46

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PARK FACILITIES						
10-80-5510-130 UTILITIES	4,500.00	323.90	2,025.47	0.00	2,474.53	55
10-80-5510-170 VEHICLE MAINTENANCE	400.00	0.00	0.00	0.00	400.00	100
10-80-5510-220 EQUIPMENT PURCHASES	1,000.00	0.00	1,439.92	0.00	-439.92	-44
10-80-5510-225 EQUIP MAINTENANCE	1,000.00	0.00	1,067.25	0.00	-67.25	-7
10-80-5510-310 FUEL	2,000.00	139.76	1,233.30	0.00	766.70	38
10-80-5510-330 GROUNDS MAINTENANCE	10,000.00	638.12	9,236.85	0.00	763.15	8
10-80-5510-331 SAFETY	0.00	0.00	20.50	0.00	-20.50	0
10-80-5510-540 PROP/LIAB INSURANCE	755.00	754.00	754.00	0.00	1.00	0
10-80-5510-740 CAPITAL OUTLAY	0.00	0.00	2,981.00	0.00	-2,981.00	0
5510 PARK FACILITIES	19,655.00	1,855.78	18,758.29	0.00	896.71	5

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PROGRAMS						
10-80-5520-330 SUPPLIES	0.00	42.50	46.00	0.00	-46.00	0
10-80-5520-450 TRAVEL	0.00	0.00	0.00	0.00	0.00	0
10-80-5520-595 CONTRACTED SERVICES	0.00	0.00	0.00	0.00	0.00	0
10-80-5520-600 RECREATION PROGRAMS	7,500.00	1,135.52	4,441.40	0.00	3,058.60	41
10-80-5520-650 SPECIAL EVENTS	25,096.00	1,239.70	14,913.74	220.00	9,962.26	40
5520 PROGRAMS	32,596.00	2,417.72	19,401.14	220.00	12,974.86	40

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ATHLETICS						
10-80-5530-330 EQUIPMENT/SUPPLIES	1,800.00	697.38	1,180.18	0.00	619.82	34
10-80-5530-360 UNIFORMS-ATHLETICS	1,800.00	1,711.80	3,765.48	234.93	-2,200.41	-122
10-80-5530-595 CONTRACTED SERVICES	1,800.00	0.00	0.00	0.00	1,800.00	100
5530 ATHLETICS	5,400.00	2,409.18	4,945.66	234.93	219.41	4

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STREETS & BEAUTIFICATION						
10-20-5600-020 SALARIES	248,825.00	19,261.52	114,659.85	0.00	134,165.15	54
10-20-5600-021 PART-TIME SALARIES	0.00	0.00	0.00	0.00	0.00	0
10-20-5600-023 OVERTIME	0.00	0.00	89.64	0.00	-89.64	0
10-20-5600-030 SOCIAL SECURITY	19,686.00	1,439.19	9,100.86	0.00	10,585.14	54
10-20-5600-045 MEDICAL INSURANCE	35,520.00	2,960.00	17,760.00	0.00	17,760.00	50
10-20-5600-046 DENTAL INSURANCE	2,592.00	210.72	1,264.32	0.00	1,327.68	51
10-20-5600-047 LIFE INSURANCE	772.00	66.80	402.14	0.00	369.86	48
10-20-5600-050 RETIREMENT	18,193.00	1,361.80	8,713.83	0.00	9,479.17	52
10-20-5600-051 401K RETIREMENT	12,867.00	983.83	6,189.12	0.00	6,677.88	52
10-20-5600-052 LONGEVITY	8,500.00	0.00	8,500.00	0.00	0.00	0
10-20-5600-070 WORKER'S COMP	15,350.00	17,090.74	17,090.74	0.00	-1,740.74	-11
10-20-5600-130 UTILITIES-STREET LIGHTING	93,000.00	7,610.59	44,629.50	0.00	48,370.50	52
10-20-5600-135 STREET LIGHTING REIMBURSABLE	3,500.00	351.75	2,086.80	0.00	1,413.20	40
10-20-5600-150 CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0
10-20-5600-170 VEHICLE MAINTENANCE	31,500.00	2,306.46	20,714.99	0.00	10,785.01	34
10-20-5600-200 COMMUNICATIONS	5,200.00	262.61	1,513.35	0.00	3,686.65	71
10-20-5600-220 EQUIPMENT PURCHASES	6,100.00	279.38	1,509.81	0.00	4,590.19	75
10-20-5600-225 EQUIPMENT MAINTENANCE	13,000.00	364.87	13,450.76	1,053.00	-1,503.76	-12
10-20-5600-310 FUEL	43,000.00	3,431.56	17,236.87	0.00	25,763.13	60
10-20-5600-320 STREET SIGNS	2,000.00	0.00	2,132.60	0.00	-132.60	-7
10-20-5600-322 STREET MAINTENANCE-NONPOWELL BILL	0.00	0.00	1,800.00	0.00	-1,800.00	0
10-20-5600-325 CHRISTMAS DECORATIONS	1,800.00	898.43	898.43	0.00	901.57	50
10-20-5600-330 SUPPLIES	14,000.00	582.22	3,425.98	795.00	9,779.02	70
10-20-5600-331 SAFETY	2,900.00	394.20	1,124.18	0.00	1,775.82	61
10-20-5600-335 EMERGENCY MANAGEMENT	0.00	57.36	57.36	0.00	-57.36	0
10-20-5600-360 UNIFORMS	5,000.00	648.34	2,979.07	0.00	2,020.93	40
10-20-5600-450 TRAINING	375.00	0.00	96.80	0.00	278.20	74
10-20-5600-480 ENGINEER SERVICES	0.00	0.00	0.00	0.00	0.00	0
10-20-5600-520 STORMWATER GRANT	0.00	0.00	0.00	0.00	0.00	0

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IDEAL REMAINING PERCENT: 50 %

<u>ACCOUNT</u>	<u>BUDGETED</u>	<u>CURRENT</u>	<u>YEAR TO DATE</u>	<u>ENCUMBRANCE</u>	<u>REMAINING</u>	
	<u>EXPENDITURE</u>	<u>EXPENDITURE</u>	<u>EXPENDITURE</u>		<u>BALANCE</u>	<u>PCT</u>
10-20-5600-540 PROP/LIAB INSURANCE	4,310.00	4,306.00	4,306.00	0.00	4.00	0
10-20-5600-740 CAPITAL OUTLAY	144,048.00	0.00	37,232.44	116,784.24	-9,968.68	-7
10-20-5600-741 CAPITAL OUTLAY-NONPOWELL BILL	0.00	0.00	0.00	0.00	0.00	0
5600 STREETS & BEAUTIFICATION	732,038.00	64,868.37	338,965.44	118,632.24	274,440.32	37

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<u>ACCOUNT</u>	<u>BUDGETED EXPENDITURE</u>	<u>CURRENT EXPENDITURE</u>	<u>YEAR TO DATE EXPENDITURE</u>	<u>ENCUMBRANCE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
POWELL BILL						
10-20-5650-230 BRIDGE MAINTENANCE	5,000.00	487.50	2,191.79	0.00	2,808.21	56
10-20-5650-232 RR CROSSING MAINTENANCE	14,800.00	8,886.28	14,766.28	0.00	33.72	0
10-20-5650-332 SIDEWALK MAINTENANCE	5,000.00	0.00	0.00	0.00	5,000.00	100
10-20-5650-333 SIDEWALK INSTALLATION	20,000.00	0.00	0.00	0.00	20,000.00	100
10-20-5650-595 ENGINEERING	500.00	0.00	500.00	0.00	0.00	0
10-20-5650-610 STREET MAINTENANCE	10,000.00	1,180.00	43,698.24	0.00	-33,698.24	-337
10-20-5650-612 STREET RESURFACING	137,179.00	0.00	0.00	0.00	137,179.00	100
10-20-5650-740 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0
5650 POWELL BILL	192,479.00	10,553.78	61,156.31	0.00	131,322.69	68

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<u>ACCOUNT</u>	<u>BUDGETED EXPENDITURE</u>	<u>CURRENT EXPENDITURE</u>	<u>YEAR TO DATE EXPENDITURE</u>	<u>ENCUMBRANCE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
SANITATION						
10-30-5800-020 SALARIES	198,055.00	15,029.16	88,328.57	0.00	109,726.43	55
10-30-5800-030 SOCIAL SECURITY	15,503.00	1,122.04	6,877.75	0.00	8,625.25	56
10-30-5800-045 MEDICAL INSURANCE	31,080.00	3,144.92	15,541.02	0.00	15,538.98	50
10-30-5800-046 DENTAL INSURANCE	2,268.00	184.38	1,053.60	0.00	1,214.40	54
10-30-5800-047 LIFE INSURANCE	608.00	52.07	303.74	0.00	304.26	50
10-30-5800-050 RETIREMENT	14,328.00	1,062.59	6,563.09	0.00	7,764.91	54
10-30-5800-051 401K RETIREMENT	10,133.00	761.03	4,676.30	0.00	5,456.70	54
10-30-5800-052 LONGEVITY	4,600.00	0.00	4,500.00	0.00	100.00	2
10-30-5800-070 WORKER'S COMP	10,425.00	16,221.95	16,221.95	0.00	-5,796.95	-56
10-30-5800-170 VEHICLE MAINTENANCE	13,000.00	2,610.93	12,244.29	0.00	755.71	6
10-30-5800-200 COMMUNICATIONS	500.00	0.00	16.01	0.00	483.99	97
10-30-5800-220 EQUIPMENT PURCHASES	8,800.00	0.00	6,567.40	0.00	2,232.60	25
10-30-5800-225 EQUIPMENT MAINTENANCE	1,000.00	414.21	769.12	0.00	230.88	23
10-30-5800-230 CONTRACTS/AGREEMENTS	0.00	0.00	0.00	0.00	0.00	0
10-30-5800-260 ADVERTISING	300.00	0.00	329.75	0.00	-29.75	-10
10-30-5800-310 FUEL	26,000.00	1,658.77	12,335.44	0.00	13,664.56	53
10-30-5800-330 SUPPLIES	1,700.00	123.96	170.35	0.00	1,529.65	90
10-30-5800-331 SAFETY	2,800.00	776.46	1,779.32	0.00	1,020.68	36
10-30-5800-360 UNIFORMS	4,200.00	623.16	2,349.20	0.00	1,850.80	44
10-30-5800-540 PROP/LIAB INSURANCE	4,885.00	4,881.00	4,881.00	0.00	4.00	0
10-30-5800-560 LANDFILL DISPOSAL FEES	97,000.00	6,692.72	40,618.26	0.00	56,381.74	58
10-30-5800-565 RECYCLING DISPOSAL FEES	25,000.00	0.00	0.00	0.00	25,000.00	100
10-30-5800-570 HAZARDOUS DISPOSAL FEES	4,000.00	0.00	0.00	0.00	4,000.00	100
10-30-5800-740 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0
5800 SANITATION	476,185.00	55,359.35	226,126.16	0.00	250,058.84	53

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WATER PRODUCTION						
30-91-6100-020 SALARIES	113,800.00	9,084.41	53,462.80	0.00	60,337.20	53
30-91-6100-021 SALARIES: PART-TIME	0.00	0.00	0.00	0.00	0.00	0
30-91-6100-022 HOLIDAY PAY	0.00	0.00	0.00	0.00	0.00	0
30-91-6100-023 OVERTIME	5,000.00	456.78	3,100.52	0.00	1,899.48	38
30-91-6100-030 SOCIAL SECURITY	9,371.00	720.12	4,481.21	0.00	4,889.79	52
30-91-6100-045 MEDICAL INSURANCE	13,320.00	1,110.00	6,660.00	0.00	6,660.00	50
30-91-6100-046 DENTAL INSURANCE	972.00	79.02	474.12	0.00	497.88	51
30-91-6100-047 LIFE INSURANCE	368.00	30.25	182.28	0.00	185.72	50
30-91-6100-049 WELLNESS	250.00	133.28	278.28	0.00	-28.28	-11
30-91-6100-050 RETIREMENT	8,660.00	674.57	4,260.58	0.00	4,399.42	51
30-91-6100-051 401K RETIREMENT	6,125.00	484.19	3,010.15	0.00	3,114.85	51
30-91-6100-052 LONGEVITY	3,700.00	0.00	3,700.00	0.00	0.00	0
30-91-6100-070 WORKER'S COMP	3,700.00	4,340.34	4,340.34	0.00	-640.34	-17
30-91-6100-100 POSTAGE	1,000.00	0.00	191.00	0.00	809.00	81
30-91-6100-130 UTILITIES	142,000.00	13,127.02	66,872.40	0.00	75,127.60	53
30-91-6100-170 VEHICLE MAINTENANCE	5,100.00	459.20	1,071.97	0.00	4,028.03	79
30-91-6100-175 FACILITY MAINTENANCE	38,000.00	502.68	16,488.21	0.00	21,511.79	57
30-91-6100-177 SYSTEM MAINTENANCE	30,000.00	0.00	6,284.62	0.00	23,715.38	79
30-91-6100-180 WELL HEAD PROTECTION PROGRAM	1,000.00	0.00	0.00	0.00	1,000.00	100
30-91-6100-200 COMMUNICATIONS	7,591.00	51.00	336.86	0.00	7,254.14	96
30-91-6100-220 EQUIPMENT PURCHASES	4,000.00	0.00	1,669.76	534.37	1,795.87	45
30-91-6100-225 EQUIPMENT MAINTENANCE	7,000.00	6.81	3,892.92	0.00	3,107.08	44
30-91-6100-235 LICENSES & FEES	4,000.00	0.00	1,925.00	0.00	2,075.00	52
30-91-6100-310 FUEL	15,000.00	851.32	5,690.85	0.00	9,309.15	62
30-91-6100-330 SUPPLIES	7,000.00	0.00	3,215.80	0.00	3,784.20	54
30-91-6100-331 SAFETY	1,500.00	216.00	1,061.52	0.00	438.48	29
30-91-6100-332 TESTING	25,000.00	96.00	13,730.65	0.00	11,269.35	45
30-91-6100-333 CHEMICALS	96,000.00	8,765.90	48,652.01	0.00	47,347.99	49
30-91-6100-360 UNIFORMS	1,750.00	216.83	993.67	0.00	756.33	43

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	<u>EXPENDITURE</u>	<u>EXPENDITURE</u>	<u>EXPENDITURE</u>		<u>BALANCE</u>	<u>PCT</u>
30-91-6100-450 TRAINING/TRAVEL	3,000.00	0.00	0.00	0.00	3,000.00	100
30-91-6100-480 CONTRACT REIMBURSEABLE	9,000.00	0.00	5,010.00	0.00	3,990.00	44
30-91-6100-540 PROP/LIAB INSURANCE	17,570.00	17,562.00	17,562.00	0.00	8.00	0
30-91-6100-595 ENGINEER SERVICES	2,500.00	0.00	0.00	0.00	2,500.00	100
30-91-6100-596 CONTRACTED SERVICES	150,426.00	0.00	75,212.50	0.00	75,213.50	50
30-91-6100-597 LEGAL FEES	0.00	35.00	673.75	0.00	-673.75	0
30-91-6100-600 DEPRECIATION EXPENSE	0.00	0.00	0.00	0.00	0.00	0
30-91-6100-740 CAPITAL OUTLAY	0.00	0.00	5,400.00	0.00	-5,400.00	0
30-91-6100-741 CAPITAL OUTLAY-NEW TANK	0.00	0.00	0.00	0.00	0.00	0
30-91-6100-742 CAPITAL OUTLAY-EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0
30-91-6100-990 CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0
6100 WATER PRODUCTION	733,703.00	59,002.72	359,885.77	534.37	373,282.86	51

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WATER & SEWER						
30-91-6200-020 SALARIES	398,000.00	33,158.21	168,853.09	0.00	229,146.91	58
30-91-6200-021 PART-TIME SALARIES	0.00	0.00	0.00	0.00	0.00	0
30-91-6200-023 OVERTIME	8,000.00	435.44	3,951.61	0.00	4,048.39	51
30-91-6200-024 ON-CALL PAY	2,000.00	0.00	218.02	0.00	1,781.98	89
30-91-6200-030 SOCIAL SECURITY	32,168.00	2,582.25	13,805.95	0.00	18,362.05	57
30-91-6200-045 MEDICAL INSURANCE	39,960.00	3,615.60	18,415.60	0.00	21,544.40	54
30-91-6200-046 DENTAL INSURANCE	2,916.00	263.40	1,475.04	0.00	1,440.96	49
30-91-6200-047 LIFE INSURANCE	1,262.00	104.62	599.98	0.00	662.02	52
30-91-6200-048 OPEB EXPENSE (AUDIT)	0.00	0.00	0.00	0.00	0.00	0
30-91-6200-050 RETIREMENT	29,729.00	2,375.09	13,095.28	0.00	16,633.72	56
30-91-6200-051 401K RETIREMENT	21,025.00	1,751.23	9,324.63	0.00	11,700.37	56
30-91-6200-052 LONGEVITY	12,500.00	0.00	12,200.00	0.00	300.00	2
30-91-6200-070 WORKER'S COMP	9,050.00	9,666.68	9,666.68	0.00	-616.68	-7
30-91-6200-071 WORKER'S COMP DEDUCTIBLE	2,000.00	0.00	99.91	0.00	1,900.09	95
30-91-6200-100 POSTAGE	2,000.00	0.00	0.00	0.00	2,000.00	100
30-91-6200-130 UTILITIES	9,000.00	763.60	4,072.57	0.00	4,927.43	55
30-91-6200-131 BUILDING MAINTENANCE	0.00	11.69	11.69	0.00	-11.69	0
30-91-6200-150 CONTINGENCY	0.00	0.00	0.00	0.00	0.00	0
30-91-6200-170 VEHICLE MAINTENANCE	10,000.00	2,594.14	8,697.44	0.00	1,302.56	13
30-91-6200-171 SYSTEM MAINTENANCE	107,500.00	1,649.81	4,820.71	239.00	102,440.29	95
30-91-6200-175 FACILITY MAINTENANCE	14,600.00	56.71	21,786.09	0.00	-7,186.09	-49
30-91-6200-200 COMMUNICATIONS	4,700.00	636.18	3,244.57	0.00	1,455.43	31
30-91-6200-220 EQUIPMENT PURCHASE	5,700.00	0.00	1,307.70	920.00	3,472.30	61
30-91-6200-225 EQUIPMENT MAINTENANCE	10,000.00	352.25	2,007.34	0.00	7,992.66	80
30-91-6200-227 RPZ PROGRAM	2,000.00	0.00	820.00	0.00	1,180.00	59
30-91-6200-230 CONTRACTS/AGREEMENTS	3,000.00	-10,200.00	1,011.97	0.00	1,988.03	66
30-91-6200-235 LICENSES & FEES	1,200.00	0.00	0.00	0.00	1,200.00	100
30-91-6200-260 ADVERTISING	280.00	0.00	296.50	0.00	-16.50	-6
30-91-6200-310 FUEL	30,000.00	1,873.94	11,935.12	0.00	18,064.88	60

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30-91-6200-330 SUPPLIES	81,000.00	7,946.07	48,779.28	4,422.25	27,798.47	34
30-91-6200-331 SAFETY	3,500.00	1,517.67	2,842.55	0.00	657.45	19
30-91-6200-335 EMERGENCY MANAGEMENT	0.00	0.00	0.00	0.00	0.00	0
30-91-6200-360 UNIFORMS	3,700.00	649.90	2,368.95	0.00	1,331.05	36
30-91-6200-450 TRAINING/TRAVEL	3,200.00	24.00	1,685.81	0.00	1,514.19	47
30-91-6200-480 CONTRACT REIMBURSABLE	0.00	0.00	0.00	0.00	0.00	0
30-91-6200-540 PROP/LIAB INSURANCE	6,730.00	6,727.00	6,727.00	0.00	3.00	0
30-91-6200-595 ENGINEER SERVICES	3,000.00	10,200.00	10,200.00	0.00	-7,200.00	-240
30-91-6200-596 CONTRACT SERV. WATER TREATMENT	640,601.00	0.00	224,617.60	0.00	415,983.40	65
30-91-6200-597 LEGAL FEES	0.00	0.00	0.00	0.00	0.00	0
30-91-6200-740 CAPITAL OUTLAY-WATER	10,000.00	0.00	0.00	0.00	10,000.00	100
30-91-6200-741 CAPITAL OUTLAY - SEWER	25,000.00	0.00	0.00	0.00	25,000.00	100
30-91-6200-742 CAPITAL OUTLAY-EQUIPMENT	36,000.00	5,585.95	23,227.15	0.00	12,772.85	35
30-91-6200-743 CAPITAL OUTLAY - FACILITY	0.00	0.00	0.00	0.00	0.00	0
30-91-6200-744 CAPITAL OUTLAY-CDBG	14,000.00	0.00	0.00	0.00	14,000.00	100
30-91-6200-900 ADMINISTRATIVE CHARGES	250,000.00	20,833.00	124,998.00	0.00	125,002.00	50
30-91-6200-910 TRANSFER-OUT TO GEN FUND	0.00	0.00	0.00	0.00	0.00	0
30-91-6200-920 TRANSFER TO CDBG	0.00	0.00	0.00	0.00	0.00	0
30-91-6200-925 TRANSFER-OUT TO SW INTERCEPT FUND	0.00	0.00	0.00	0.00	0.00	0
30-91-6200-930 TRANSFER-OUT TO CAPITAL RESERVE	0.00	0.00	0.00	0.00	0.00	0
30-91-6200-999 BAD DEBT EXPENSE	0.00	0.00	0.00	0.00	0.00	0
<b>6200 WATER &amp; SEWER</b>	<b>1,835,321.00</b>	<b>105,174.43</b>	<b>757,163.83</b>	<b>5,581.25</b>	<b>1,072,575.92</b>	<b>58</b>

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BILLING & COLLECTIONS						
30-91-6300-020 SALARIES	56,100.00	4,362.40	26,796.69	0.00	29,303.31	52
30-91-6300-023 OVERTIME	0.00	0.00	0.00	0.00	0.00	0
30-91-6300-024 CALL PAY	0.00	0.00	0.00	0.00	0.00	0
30-91-6300-030 SOCIAL SECURITY	4,403.00	324.77	2,029.06	0.00	2,373.94	54
30-91-6300-045 MEDICAL INSURANCE	4,440.00	370.00	2,220.00	0.00	2,220.00	50
30-91-6300-046 DENTAL INSURANCE	324.00	26.34	158.04	0.00	165.96	51
30-91-6300-047 LIFE INSURANCE	173.00	20.79	124.99	0.00	48.01	28
30-91-6300-050 RETIREMENT	4,069.00	308.42	1,936.95	0.00	2,132.05	52
30-91-6300-051 401K RETIREMENT	2,878.00	313.58	1,911.77	0.00	966.23	34
30-91-6300-052 LONGEVITY	1,450.00	0.00	600.00	0.00	850.00	59
30-91-6300-070 WORKER'S COMP	215.00	158.09	158.09	0.00	56.91	26
30-91-6300-100 POSTAGE	7,500.00	0.00	2,790.72	0.00	4,709.28	63
30-91-6300-110 TELEPHONE	3,500.00	297.57	1,806.42	0.00	1,693.58	48
30-91-6300-120 PRINTING	3,000.00	0.00	938.68	0.00	2,061.32	69
30-91-6300-220 EQUIPMENT PURCHASES	500.00	0.00	0.00	0.00	500.00	100
30-91-6300-225 EQUIPMENT MAINTENANCE	500.00	0.00	0.00	0.00	500.00	100
30-91-6300-260 ADVERTISING	170.00	0.00	0.00	0.00	170.00	100
30-91-6300-330 SUPPLIES	2,000.00	3.33	285.57	0.00	1,714.43	86
30-91-6300-450 TRAINING/TRAVEL	728.00	0.00	0.00	0.00	728.00	100
30-91-6300-540 PROP/LIAB INSURANCE	120.00	119.00	119.00	0.00	1.00	1
30-91-6300-570 MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0
30-91-6300-595 COMPUTER SERVICES	3,000.00	277.48	6,655.95	0.00	-3,655.95	-122
30-91-6300-740 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0
6300 BILLING & COLLECTIONS	95,070.00	6,581.77	48,531.93	0.00	46,538.07	49

FY 2014-2015

TOWN OF ABERDEEN  
DECEMBER EXPENDITURE REPORT-BY DEPT  
CURRENT PERIOD: 12/01/2014 TO 12/31/2014

IDEAL REMAINING PERCENT: 50 %

<u>ACCOUNT</u>	<u>BUDGETED EXPENDITURE</u>	<u>CURRENT EXPENDITURE</u>	<u>YEAR TO DATE EXPENDITURE</u>	<u>ENCUMBRANCE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
	<u>8,949,379.00</u>	<u>691,180.92</u>	<u>4,446,219.03</u>	<u>133,385.14</u>	<u>4,369,774.83</u>	<u>49</u>



## TOWN OF ABERDEEN AGENDA ITEM ACTION REQUEST FORM

**This form must be completed and attached to all supporting documentation for items to be included on the Town of Aberdeen Board agenda. One (1) form per agenda item.**

**Submitted By:** P Graham **Department:** Planning

**Contact Phone #** 4517 **Date Submitted:** 1/21/15

**Agenda Item Title:** Continuation of Public Hearing for CU #14-05 Submitted by Bill Clark Homes

**Date of Board Meeting to hear this item:** 1/26/15

**Board Action Requested:**

New Business	<input type="checkbox"/>	Information Only	<input type="checkbox"/>
Old Business	<input checked="" type="checkbox"/>	For Action at Future Meeting	<input type="checkbox"/> Date _____
Public Hearing	<input checked="" type="checkbox"/>	Informal Discussion & Public Comment	<input type="checkbox"/>
Other Business	<input type="checkbox"/>	Consent Agenda	<input type="checkbox"/>

**Summary of Information:**

The applicant has submitted a revised plan for review and consideration. The public hearing has been continued until the January meeting.

**Special requests (i.e. Needs to be first on the agenda due to schedule of guest, etc.):**



**MEMORANDUM TO THE BOARD OF COMMISSIONERS – January 26, 2015 Public Hearing**

**\*New information is included in bold type\***

**Description of Conditional Use Permit Request**

**Applicant:**

Bill Clark Homes

**Request:**

Conditional Use  
Permit CU #14-05  
for a 94 Lot  
Residential  
Subdivision

**Location:**

West of Shepherd's  
Trail, North of  
Roseland Road

**Parcel ID:**

00049149,  
20060513

**Zoning:**

R10-10

**Existing Use:**

Vacant

**Proposed Use:**

Major Subdivision

**Prepared by:**

Pamela Graham,  
Planning Director

Bill Clark Homes requests a conditional use permit (CUP) for a 94 lot residential subdivision on two adjoining tracts comprising a total of 42.39 acres. The property is known locally as the Old Par 3 Golf Course. The applicant seeks approval of the use, open space, general layout and number of lots subject to final engineering through the Site Plan Review process. Additional construction detail will be provided at that time for staff review.

**In December the applicant submitted a revised Conceptual Plan with notes describing the plan's response to the UDO compliance issues. In addition, the applicant provided responses to the draft Findings of Fact for those items indicating noncompliance; copies of these items are enclosed with this memo. Staff has reviewed the resubmittal and offers comments on pages 3-7, 9, and 11 of this document.**

**Procedural Issues**

§152-146 Table of Permissible Uses of the Town of Aberdeen Unified Development Ordinance (UDO) requires that all major subdivisions receive approval by the Town Board, and a recommendation by the Planning Board, for a conditional use permit.

The UDO directs in §152-54 that the Planning Board shall make a recommendation for issuance of a conditional use permit unless it concludes, based upon the information submitted, that:

1. The requested permit is not within its jurisdiction according to the Table of Permissible Uses, or
2. The application is incomplete, or
3. If completed as proposed in the application, the development will not comply with one or more requirements of this chapter. (The "chapter" in the context of this document, is the UDO).

Furthermore, as directed by §152-54(D), even if the Board finds that the application complies with all other provisions of the UDO, it may still deny the permit if it concludes, based upon the information submitted, that if completed as proposed, the development, more probably than not,

1. Will materially endanger the public health or safety, or
2. Will substantially injure the value of adjoining or abutting property, or
3. Will not be in harmony with the area in which it is to be located, or
4. Will not be in general conformity with the land-use plan, thoroughfare plan, or other plan specifically adopted by the Town Board.

Following a recommendation by the Planning Board to the Town Board for approval or denial of an application, the item will be scheduled for a public hearing where public input can be accepted by the Town Board in advance of a final decision. The Town Board acts in a quasi-judicial capacity when considering a conditional use permit application and shall consider the recommendations of the Planning Board and staff in their decision. Though they are not bound by those recommendations, they are required to use the same criteria in formulating their decision as is used by the Planning Board in their recommendation.

In considering whether to approve an application for a conditional use permit, the Town Board shall proceed according to the following format:

1. A simple majority vote is required to approve any motion related to the issuance of a conditional use permit.
2. The Town Board shall consider whether the application is complete. If the Town Board concludes that the application is incomplete and the applicant refuses to provide the necessary information, the application shall be denied. A motion to this effect shall specify either the particular type of information lacking or the particular requirement with respect to which the application is incomplete. If a motion to this effect is not approved, this shall be taken as an affirmative finding by the board that the application is complete.
3. The Town Board shall consider whether the application complies with all of the applicable requirements of the UDO. If a motion to this effect passes, the Town Board need not make further findings concerning such requirements. If a motion fails or is not made then a motion shall be made that the application be found not in compliance with one or more of the requirements of the UDO. Such a motion shall specify the particular requirements the application fails to meet. Separate votes may be taken with respect to each requirement not met by the application. It shall be conclusively presumed that the application complies with all requirements not found by the Town Board to be unsatisfied through this process.
4. If the Town Board concludes that the application fails to comply with one or more requirements of this chapter, the application shall be denied. If the Town Board concludes that all such requirements are met, it shall issue the permit unless it adopts a motion to deny the application for one or more of the reasons set forth in subsection 152-54(D). Such a motion shall propose specific findings, based upon the evidence submitted, justifying such a conclusion. (*§152-54(D) may be found at the top of this page*)

Subsequent to an approved CUP, the applicant will be required to submit fully engineered construction documents for inter-departmental review to insure that the development has met all Federal, State and local regulations and permitting requirements, as well as any conditions attached to the CUP approval. No permits

authorizing development shall be issued until compliance with all applicable regulations and conditions has been demonstrated.

**Zoning** (Exhibit attached)

The property is located just northwest of the intersection of Roseland Road and Shepherd's Trail in the R10-10 zoning district. The R10-10 District was established for the principal use of single-family residences. The regulations of this district are intended to provide areas of the community for those persons wishing to live in medium-density neighborhoods. The regulations are intended to discourage any use that would interfere with the residential nature of the district.

The attached Vicinity Zoning map shows the parcels abut R10-10 zoning to the east, R20-16 zoning to the north, across Roseland Road to the south and a portion of the western border, and R18-14 for the remaining western border. Fourteen previously platted lots front Shepherd's Trail, some of which are currently under construction by the applicant.

**Open Space**

Required open space is proposed for the southernmost portion of the property, which contain the steepest slopes and majority of treecover. Stormwater management ponds are also proposed for this region. *Staff note: Article XIII, §152-198 requires that a minimum of 20% of usable open space be provided for Single Family Residential developments, while further describing what constitutes "usable". The total land area of the proposed project is 42.39 acres; revised conceptual plans indicate that approximately 22.7% is being offered for open space. Staff has determined that the proposed open space meets or exceeds the ordinance requirement of 20%.*

**Landform and General Site Layout** (Exhibit attached)

The property has been vacant for a number of years but still retains the remnants of golf cart paths and a paved parking area near the center of the site. Some earlier clearing is evident, but as is shown on the conceptual plan prepared by 4D Site Solutions, Inc., there remains significant numbers of trees with a diameter at breast height of 12" or greater (all trees shown on the plan fall into that category.) The topography is varied, but becomes steeper on the southern half of the project area. The southern-most portion is proposed for open space, **and the most recently submitted plan indicates a transfer of six (6) lots to new locations previously designated as open space, but outside of the most significant natural drainageway. The result constitutes a relatively even exchange; the total lot count remains at 94 and open space calculation is increased from 20% to 22.7%.** Some areas proposed for construction appear to exhibit slopes in excess of 8%, **which will require curb and gutter construction per our UDO.** Natural drainageways are also evident as illustrated by the existing contours, falling to the southwest. One significant drainageway runs through the center of the site and continuing offsite to the R18-14 zoned property, and a lesser one crosses the northwestern corner. **The transfer of the six lots is noted on the revised plan as "Dedicated open space to keep in conformity of the major natural draw of this piece of land". The applicant's Findings of Fact response includes the following: "Lots have been taken out to conform to the natural draw in the land as shown. Now open space marked in yellow (labeled 1 on map) dictates this area to remain natural and untouched".**

The conceptual plan submitted for consideration in October of 2014 was reviewed by staff and determined to be out of compliance with five (5) specific ordinances in the UDO: §152-261, 152-265(A), 152-215, 152-218(A), and 152-317. Methods of assuring compliance with two additional ordinances are provided as follows:

- §152-263 states: *“All developments shall be constructed and maintained so that adjacent properties are not unreasonably burdened with surface waters as a result of such developments”*. Compliance with this ordinance will be determined during the interdepartmental site plan review;
- §152-265(B) further provides that: *“Where a proposed subdivision is traversed by a stream or drainage way, an easement shall be provided conforming with the lines of such stream and of sufficient width as will be adequate for the purpose of drainage”*. Staff has determined that this issue has been adequately addressed in the Planning Board’s addition of Condition #17, found on the final page of this document.

In December 2014 the applicant submitted revised drawings and responses to issues of noncompliance noted in the November draft Findings of Fact. These items are detailed below. (As the language is included a number of times in the UDO sections referred to below, the term “practicable” is defined as 1) capable of being put into practice or of being done or accomplished; 2) capable of being used. <sup>1</sup>

*UDO Article XVI, Part 2, states in part:*

- §152-261 *To the extent practicable, all development shall conform to the natural contours of the land, and natural and preexisting man-made drainage ways shall remain undisturbed;*

Applicant’s Response	Staff Determination
<p><i>Lots have been taken out to conform to the natural draw in the land as shown. Now open space marked in yellow (labeled 1 on map) dictates this area to remain natural and untouched. From plan notes: Dedicated open space to keep in conformity of the major natural draw of this piece of land.</i></p> <p><i>(Please refer to enclosed exhibit “Shepherds Ridge Conceptual” for map references.)</i></p>	<p><i>Although the revised plan has provided for a portion of the primary drainageway to be set aside as open space, the headslope of the drainageway will accommodate building lots with slab on grade construction proposed, necessitating significant grading. Additionally, the plan calls for a roadway to bisect this newly proposed portion of open space, requiring additional grading and disrupting the natural drainage pattern with pavement and a curb and gutter drainage system. It is staff’s determination that the changes reflected in the revised plan are inadequate to bring the proposal into compliance with §152-261.</i></p>

1. Merriam-Webster.com

- *§152-265(A) To the extent practicable, lot boundaries shall be made to coincide with natural and preexisting man-made drainage ways within subdivisions to avoid the creation of lots that can be built only by altering such drainage ways;*

Applicant's Response	Staff Determination
<i>Changes to layout of lots conforms to the major natural drain lines of the land depicted in yellow (labeled as 1).</i>	<i>It is staff's determination that lot boundaries have been drawn without respect to the natural and preexisting man-made drainageways within the proposed subdivision, and that the revised plan is inadequate to bring the proposal into compliance with §152-265(A).</i>

- *UDO Article XIV, §152-215 further states: Streets shall be related appropriately to the topography of the area. In particular, streets shall be designed to facilitate the drainage and storm water runoff objectives set forth in Article XVI, "Floodways, Floodplains, Drainage and Erosion", and the street grades shall conform as closely as practicable to the original topography.*

Applicant's Response	Staff Determination
<i>Natural main draw of the land will now remain untouched and a natural land feature. Keeping consistent to allow for a natural run off. From plan notes: Dedicated open space to keep in conformity of the major natural draw of this piece of land.</i>	<i>Although the revised plan has provided for a portion of the primary drainageway to be set aside as open space, the headslope of the drainageway will accommodate building lots with slab on grade construction proposed, necessitating significant grading and disturbance to the upper portion of the drainageway. Additionally, the plan calls for a roadway to bisect this new portion of open space, requiring additional grading and disrupting the natural drainage pattern with pavement and a curb and gutter drainage system. It is staff's determination the proposed streets in the plan do not relate appropriately to the topography of the area and that the changes reflected in the revised plan are inadequate to bring the proposal into compliance with §152-215.</i>

- *Also found in Article XIV, §152-218(A) requires that "Subcollector, local, and minor residential streets shall be curved whenever practicable to the extent necessary to avoid conformity of lot appearance".*

Applicant's Response	Staff Determination
<i>Being the challenge of the shape/design of the land we are proposing best scenario with slight curvatures and some lot size variations. First</i>	<i>While recognizing the constraints that the perimeter boundaries and configuration of the parcels impose on the project, the capability of</i>

road entering into subdivision to the right depicts slight curve leading down to cul-de-sac (labeled 4). Variations of lot sizes/shapes in cul-de-sac areas also following curve in between two roads shows various lot sizes shapes to run with curvature of land (labeled 5). To the left of the subdivision it is narrower so some lots are different in size where we could get them (labeled 6). From plan notes: Curves – All though there are two lines running parallel – all residents/visitors will be making “turns” to leave and come to this area. Slight curve to run with land lines and existing features. Lot variations size/shape difference. Variation in lot sizes when we could allow for such. Allowing some curvature and turns for great access, doing our best to conform with the natural land and also allowing with the UDO item 152-218 of curve whenever practicable.

creating street curvature and variation in lot appearance does exist. In staff’s determination, the proposed street layout conforms to the perimeter boundaries alone, with the slight curve on the street in the northeastern quadrant of the project area occurring only as a result of alignment the closest perimeter boundary. The avoidance of conformity of lot appearance is absent in the vast majority of the proposal.

- Article XIX, §152-317 provides for the retention and protection of large trees, specifically: “Every development shall retain all existing trees twelve (12) inches in diameter or more and no tree twelve (12) inches in diameter or greater shall be removed from the public right-of-way unless the retention of such trees would, in the opinion of the staff, unreasonably burden the development, landowner or maintenance of utilities.”

Applicant’s Response	Staff Determination
<p>All trees that can stay will. Natural open space permits more to stay (labeled 2). From plan notes: As many trees to remain for “wooded” look on back of lots. More trees stay with how dedicated natural space for draw.</p>	<p>The findings and policy statements to support Aberdeen’s Tree Conservation Ordinance (§152-317) can be found in §152-314 of the UDO, which states in part: “The Board of Commissioners declares that it is not only desirable but essential to the health, safety and welfare of all persons living or working within the Town’s planning jurisdiction to protect certain existing trees and, under the circumstances set forth in this article, to require the planting of new trees in certain types of developments”. Staff has counted a minimum of thirty-four (34) trees with a diameter of twelve (12) inches or greater that will require removal by the developer for the construction of streets alone, including a 17” hardwood immediately upon entering the development and a 25” hardwood just before entering the cul-de-sac in the southeastern quadrant (exhibit enclosed). Additional trees will unavoidably be lost when</p>

lots are graded and built out. Approximately ten (10) trees are saved by the reconfiguration of open space in the most recent plan. Appendix A of the UDO provides a list of items required for site plan submittal, including existing topography and locations and type of all trees twelve (12) inches or greater in diameter. The purpose of requiring these items is twofold: 1) to allow the applicant to gather information necessary to inform design decisions to accommodate UDO requirements, and 2) to provide staff with the data to assess these design decisions and advise the Town Board on compliance issues. It is the determination of staff that development on the subject property in a manner that complies with the Tree Conservation Ordinance is achievable, but has not been exhibited in the applicant's submittal.

The conceptual plan presented for consideration proposes two subcollector streets culminating in cul-de-sacs at each end. The applicant agreed to create two connecting roads to comply with the UDO's minimum length requirement for cul-de-sacs and residential blocks. *Staff note: The current plan is in compliance with these requirements.*

- Specifically, §152-218 (C) states: All permanent dead-end streets ... shall be developed as cul-de-sacs in accordance with the standards set forth in subsection (D)<sup>2</sup> of this section. Except where no other practicable alternative is available, such streets may not extend more than 500 feet, and in no case shall be permitted to be over 900 feet (measured to the center of the turnaround).
- §152-218 (F) continues: Streets shall be laid out so that residential blocks do not exceed 1,000 feet, unless no other practicable alternative is available.

*Staff note: Notes provided on the conceptual plan indicate compliance with the dimensional standards for the R10-10 District, as specified below. Staff will confirm compliance with minimum dwelling unit and building height requirements prior to the issuance of zoning permits for each lot.*

Zoning District	Min. Lot Area (in square ft. or acres)	Min. Area per D.U. (in square ft.)	Min. Lot Width (in feet)	Min. Front Yard Setback (in feet)	Min. Side Yard Setback (in feet)	Min. Rear Yard Setback (in feet)	Maximum Bldg. Height (in feet)
R10-10	10,000	1,000	75	35	15	30	35

2. §152-218 (D) provides standards for the radii and pavement width for cul-de-sacs; these details will be reviewed by staff during the Site Plan Review process, following approval of the conditional use permit.

## Transportation

The project proposes a single access point from Shepherd's Trail. Approximately 900 vehicle trips per day would be anticipated from the development, exceeding the 600 trip Town of Aberdeen requirement for a traffic impact analysis as dictated by §152-163.21 of the UDO. The purpose of this analysis is to determine the impact on the town and state road system. The applicant has indicated that the traffic impact analysis requirement would be addressed following approval of the conditional use permit. *Staff note: As these studies can generate significant costs, staff views this as a reasonable request.*

*As required in §152-217 and indicated by notation on the conceptual plan, sidewalks will be required on both sides of all newly constructed streets. Certificates of occupancy for each building lot will be contingent on compliance with this requirement.*

## Landscaping and Screening

Street trees are required in accordance with §152-315: *Along both sides of all newly created streets ... the developer shall either plant or retain sufficient trees so that, between the paved portion of the street and a line running parallel to and fifty (50) feet from the center line of the street, there is for every thirty (30) feet of street frontage at least an average of one (1) deciduous tree that has, or will have when fully mature, a trunk at least twelve (12) inches in diameter.* Staff will work with the developer to insure that this section is complied with prior to the issuance of zoning permits for lot development, using appropriate species as directed by Section 98.03 of the Code of Ordinances, and Appendix J of the UDO. *Staff note: The applicant has indicated by notation on the conceptual plan that street trees will be installed in accordance with requirements. Staff will confirm this during the site plan review process, and certificates of occupancy for each building lot will be contingent on compliance with this requirement.*

The UDO does not require screening between residential uses, however does provide for some flexibility in §152-310: *The permit-issuing authority may permit deviations from the presumptive requirements ... and may require either more intensive or less intensive screening whenever it finds such deviations are more likely to satisfy the standard set forth in section 152-306, "Standards for Sufficient Screening and Landscaping", without imposing unnecessary costs to the developer. §152-306 states: Every development ... shall provide sufficient screening and landscaping so that: (A) Neighboring properties are shielded from any adverse external effects of that development, and (B) The development is shielded from the negative impacts of adjacent uses such as streets or railroads.* A perimeter buffer of undisturbed vegetation or newly planted screening material for the development may be appropriate to protect neighboring properties from concerns such as visual intrusion or unwarranted erosion and stormwater runoff that may result from the lots being cleared to the perimeter boundary. Additionally, all adjoining parcels south, west and north of the project area are within the town's extra-territorial jurisdiction (ETJ). Properties in the ETJ are granted some exemptions from town ordinances, in particular, where bona-fide farms exist the town is restricted by state statute from imposing any zoning or building code requirements. A perimeter vegetative screen may provide a physical buffer both to the development proposed by this CUP, and to the neighboring properties. The tree survey and aerial imagery indicate existing vegetation to provide the buffer in whole or in part if grading and clearing of

the lots can be kept to a minimum. *Staff note: A requirement for perimeter screening has been included in the recommended conditions, Condition #14.*

§152-317 provides for the retention and protection of large trees, specifically: *Every development shall retain all existing trees twelve (12) inches in diameter or more and no tree twelve (12) inches in diameter or greater shall be removed from the public right-of-way unless the retention of such trees would, in the opinion of the staff, unreasonably burden the development, landowner or maintenance of utilities.* The applicant has provided a tree survey showing locations and sizes of all trees in the project area that meet this standard. The UDO requirement of a tree survey allows for the existence of significant trees to be considered when designing the project and to provide staff with documentation of the existing conditions. Clearing, grading, and lot and street layout should respect the existing conditions, including topography and significant trees. *Staff note: The submitted plan does not appear to consider the locations of existing trees in the street and lot layout. As is typical with development, existing trees within the area of grading will be removed, however, the applicant has expressed that they intend to avoid mass grading of the site and have provided a set of images titled "Shepherds Trail Potential Grading Area" (enclosed). It is the opinion of staff that a greater effort to retain significant trees does not unreasonably burden the development, landowner or maintenance of utilities. Absent evidence to the contrary staff has determined that the proposal is not in compliance with §152-317. Please refer to "Shepherd's Ridge Concept – Anticipated Tree Loss to Road Construction", enclosed.*

#### Water and Wastewater

Town of Aberdeen water is currently accessible to the site. Sewer service will be made available upon completion of the Southwest Interceptor, currently under construction. No septic tanks are anticipated with this project.

#### General Conformity with Plans

The 2030 Land Development Plan Future Land Use Map adopted in 2005 identifies this project area as commercial, which is both inconsistent with the current zoning and the existing residential uses in the immediate vicinity. The Plan also states that "conservation subdivisions" may be an appropriate development pattern for new development within the town's jurisdiction. Conservation subdivision design is intended to identify what is important to preserve on a site and developing the more suitable portions. Considerations such as preserving farmland and significant tree cover, avoiding steep slopes, and preserving the scenic view from the roadway are common factors in conservation subdivisions. The page from the Plan that describes the conservation subdivision design concept is enclosed for reference.

The Land Development Plan also identifies areas within the town's jurisdiction that are recommended for conservation, which are categorized as either primary or secondary conservation areas. Two areas of secondary conservation are included within the project boundary, one near the center of the property, coinciding with the existing drainageway, and another along the southern boundary, adjacent to an offsite tributary to Aberdeen Creek known as Patterson's Branch. The Plan directs that efforts should be made during the development process to preserve the primary and secondary areas where possible, and that the

Conservation Areas Map can be utilized during the land development review process to ensure that sensitivity is exercised when developing on or near those lands.

The Aberdeen Pedestrian and Bicycle Transportation Plans recommend the following for all new residential subdivisions:

1. Sidewalks and marked crosswalks on all new roads in accordance with the design guidelines included in the Pedestrian Plan;
2. Marked sharrows, or bicycle shared-lane markings on all new roads in accordance with the guidelines in the Bicycle Plan.

The Green Growth Toolbox (GGT), adopted by the Board of Commissioners in 2010, shows the entire site to be located within a Red Cockaded Woodpecker Foraging Habitat, indicating that some of the existing treecover on the site may provide food sources to this native endangered species. Wetlands as identified by the National Wetlands Inventory are found at the far southwestern edge of the property, flanking an existing stream known as Patterson's Branch. The wetland classification is PFO1B, signifying "Palustrine", or nontidal forested wetlands with surface saturated soils for extended periods during the growing season. The GGT recommends protected stream buffers of 100' on either side of the stream. A Green Growth Toolbox Assessment exhibit is included for reference.

It should be noted that inconsistencies with the Land Development Plan and other plans adopted by the town do not prevent approval of the request, but should be acknowledged and discussed by the Board during their deliberations. *Staff note: Though consistent with the current zoning and existing uses in the vicinity, the proposal is inconsistent with the 2030 Land Development Plan regarding both the use and the recommendation for Conservation Subdivisions. Consistency with the Aberdeen Bicycle and Pedestrian Plans is achieved with the inclusion of Conditions #7 and #12 in the list of recommended conditions. Consistency with the Green Growth Toolbox is achieved by Condition #15.*

### Quasi-judicial Procedure

As a quasi-judicial matter, the Town Board must consider all evidence presented during the public hearing in their decision regarding conditional use permits, and even if they find that an application complies with all other provisions of the UDO, may still deny a permit if it concludes, based upon the information submitted at the hearing, that the development, more probably than not:

1. Will materially endanger public health or safety, or
2. Will substantially injure the value of adjoining or abutting property, or
3. Will not be in harmony in the area in which it is to be located, or
4. Will not be in general conformity with the Land Use Plan or other plans specifically adopted by the Board.

## Recommendations and Suggested Motions

Planning staff had identified several key areas where the project's initial concept did not comply with the Town of Aberdeen UDO and has presented this information to both the applicant and the Town Board in earlier documents. The most recently submitted plan and supporting documents have addressed these issues, however, as detailed in the body of this document, staff does not find the changes significant enough to eliminate the noncompliance issues. Specifically, the proposal has not been found to be in compliance with the following UDO sections: §152-261, 152-265(A), 152-215, 152-218(A), and 152-317. Based on these conclusions, staff does not recommend approval of the project as iterated in the **most recent conceptual plan dated December 9, 2014 (attached)**.

On October 16, 2014 the Planning Board found that the proposal did not meet one or more requirements of the UDO, specifically citing sections 152-261, 152-265(A), 152-215, and 152-218(A). The Planning Board additionally found that the proposal did not satisfy Finding #1, will not endanger public health or safety, citing stormwater/drainage and traffic concerns. Though not authorized to do so by the UDO, the Planning Board then followed with a vote to recommend approval of the CUP. The town attorney has provided Town Board members with a memo detailing this break from procedure, and staff has communicated the same to Planning Board members in order to avoid confusion in future deliberations. **The town attorney conducted a training session with the Planning Board during their January 15, 2015 meeting which included further clarification on this procedural matter.**

Staff recommends that the Board accept public comment regarding Conditional Use Permit CU #14-05 during the Public Hearing scheduled for January 26, 2015 and render a decision on the application at their earliest convenience. The following is a recommended format for motions to be made at that time.

- Motion 1: CU #14-05 (is/is not) complete as submitted.
- Motion 2: CU #14-05, if completed as proposed, (will comply with all/will not comply with one or more) requirements of the UDO. If not, specify the requirement.
- Motion 3: CU #14-05 (satisfies/does not satisfy) Finding #1: will not endanger public health or safety. If not, list why.
- Motion 4: CU #14-05 (satisfies/does not satisfy) Finding #2: will not substantially injure the value of adjoining or abutting property. If not, list why.
- Motion 5: CU #14-05 (satisfies/does not satisfy) Finding #3: will be in harmony with the area in which it is located. If not, list why.
- Motion 6: CU #14-05 (satisfies/does not satisfy) Finding #4: will be in general conformity with Land Use Plan or other plans specifically adopted by the Board. If not, list why.

**Per UDO §152-54(c), If the Board votes that the application is not complete as submitted (Motion #1), or that the proposal will not comply with one or more requirements of the UDO if completed as proposed (Motion #2), the application may not be approved.**

Motion 7: Based on the Findings of Fact and the evidence presented, the Board of Commissioners:

- Issues denial of CU #14-05 based on the following: \_\_\_\_\_.
- Issues approval of CU #14-05.
- Issues approval with conditions of CU #14-05 as follows.

**Recommended Conditions** (Planning Board recommended changes to the conditions are indicated in red)

1. Conditional Use Permits (CUPs) run with the land and as such CU #14-05 applies to the entirety of the property reflected in Parcel ID #00049149 and 20060513. An amendment to the CUP is needed to remove property from the CUP or to make changes to the CUP. If an activity is a use by right, it is not subject to the CUP.
2. The proposed use is authorized by the CUP, however, approval of CU #14-05 is contingent on a successful inter-departmental review to insure that the development has met all Federal, State and local regulations and permitting requirements, as well as any conditions attached to the CUP approval. Plans submitted for this review shall include, but not be limited to, utility locations including size, material, and vertical alignment of waterlines, engineering calculations assuring that proposed stormwater measures meet or exceed the requirements Article XVI, Part 2, Drainage, Erosion Control and Stormwater Management of the UDO.
3. Any and all required permits and/or approvals from other regulatory agencies must be in place prior to issuance of a Notice to Proceed by the Planning Department.
4. The development is authorized to create a maximum of ninety-four (94) single family lots and construction documents generally based on the conceptual drawing dated October 1, 2014.
5. Open Space shall generally comply with the 10/1/2014 conceptual drawing and in no case may be reduced to less than 20% of the total land area for the development. Open space is to be dedicated to the Town of Aberdeen; passive recreation uses are recommended.
6. Tree harvest and mass grading are not authorized as a result of this approval. Construction documents, including a grading plan, shall be reviewed by staff for compliance with the UDO.
7. The applicant is required to install sidewalks on both sides of all new streets, or provide a guarantee with initiation of each phase of development in accordance with the requirements of the UDO.
8. Streets, sidewalks, waterlines, and sewer and stormwater facilities are to be dedicated to the Town of Aberdeen contingent upon inspection and approval by the Public Works Department. Preliminary and Final Plats shall identify any and all Town easements related to these facilities.
9. The Fire Department must sign off on the drawings as well as available capacity for treating fires. Hydrants are required consistent with their spacing requirements. Adequate turning radius must be provided for the fire trucks currently in use.
10. Prior to approval of final plat(s), all infrastructure must be complete or guaranteed per UDO requirements.

11. Street trees shall be installed prior to final plat approval or as a requirement of the building permit for each lot and shall be consistent with official species list provided in §98.03 of the Aberdeen Code of Ordinances or with “Trees of the Carolinas” (Appendix J of the UDO) and planted at the appropriate rate. Compliance with the street tree requirements will be reviewed by staff and staff is authorized to insure compliance prior to issuing a certificate of occupancy for each lot.
12. Sharrows and marked crosswalks shall be installed or guaranteed prior to final plat approval consistent with the requirements of the Comprehensive Pedestrian and Bicycle Plans.
13. The developer shall coordinate with the Parks and Recreation Department to install a passive recreational use for the development; it is to be installed at the developer’s expense.
14. A perimeter buffer of undisturbed vegetation or newly planted screening material for the development is required to prevent lots from being cleared to the perimeter boundary. The developer shall coordinate with the Public Works and Planning Departments regarding specifics of buffer requirements and maintenance following approval of the CUP.
15. The applicant shall supply Planning staff with an assessment from US Fish and Wildlife Agency with regards to Red Cockaded Woodpecker activities on the property prior to site disturbance.
16. Subsequent to approval of the CUP, but prior to or with the submittal of the preliminary plat, the developer shall provide to staff a traffic impact analysis (TIA) that meets the requirements of Article XI, §152-163.21 of the UDO. Based on a review by staff of the analysis and any recommended improvements provided in the analysis, the Town Board may require that such improvements be undertaken and depicted on the plat prior to its approval. **The TIA will be provided to NCDOT and staff shall include their comments in the review.**
17. **Applicant shall work with the Planning and Public Works Departments to create easements at locations considered appropriate by staff to facilitate drainage for the development.**

Enclosures: **4D Site Solutions Conceptual Plan dated 12/9/14**  
**Draft Findings for Approval**  
**Draft Findings for Denial**  
**Applicant’s response to Draft Findings for Denial**  
**Shepherd’s Ridge Conceptual (with response notes)**  
**Shepherds Trail Potential Grading Area (images)**  
**Shepherd’s Ridge Concept – Anticipated Tree Loss to Road Construction**  
**Vicinity Map**  
Staff Review Notes – 8/26/14  
Submittal Email 10/1/14  
Email Discussion of 10/23/14  
CUP Application  
Vicinity Zoning Map  
Land Form Assessment  
Green Growth Toolbox Assessment  
Conservation Subdivision Concept page from Land Development Plan  
Conservation Areas Map from Land Development Plan

**ZONING: R-10-10**  
**LOT COUNT: 94**  
**AVERAGE LOT SIZE: 80'x140'**  
**22.7% OPEN SPACE**

**SETBACKS**  
**FRONT: 35**  
**SIDE: 15**  
**BACK: 30**

**SUBDIVISION ROADS**  
**26' G-G WITH ROLL TYPE CURB**  
**5' SIDEWALK ON BOTH SIDES**

NC GRID NAD 83 (2011)



REVISIONS

**PRELIMINARY**  
 DO NOT USE FOR CONSTRUCTION

PROJECT NAME

**SHEPHERDS RIDGE**

**CONCEPTUAL**

CLIENT

**BILL CLARK HOMES**

200 East Arlington Boulevard  
 Greenville, North Carolina 27858  
 Phone: (252) 814-1481

PROJECT INFORMATION

DESIGNED BY:	SEAN
DRAWN BY:	SEAN
CHECKED BY:	SCOTT
PROJECT NUMBER:	868

DRAWING SCALE

HORIZONTAL: 1"=100'

DATE DRAWN

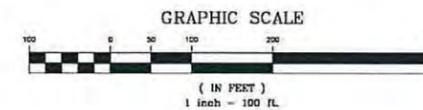
DECEMBER 9, 2014

SHEET NUMBER

**1**  
 OF 1



**SITE NOTES**  
 1. TRAFFIC IMPACT ANALYSIS TO BE PREPARED AFTER APPROVAL OF CONDITIONAL USE PLAN.  
 2. ALL NEW SUBDIVISION ROADS SHALL HAVE STREET TREES AND STREET LIGHTING IN ACCORDANCE WITH THE ABERDEEN UDO.



11/11/14 10:00 AM 409 Chapel Drive - Suite 112 Fayetteville, NC 28506 435-6777 435-9777 C25514

**FINDINGS OF FACT AND DECISION  
OF THE TOWN OF ABERDEEN BOARD OF COMMISSIONERS**

**Case Number:** Conditional Use Permit CU#14-05

**Hearing:** The Town of Aberdeen conducted a Public Hearing on November 17, 2014 and continued and conducted the Public Hearing on January 26, 2015 to consider Conditional Use Permit application CU#14-05 as submitted by Bill Clark Homes to allow a major subdivision on property including all or part of PID #00049149 and 20060513, located at the northwest intersection of Roseland Road and Shepherd's Trail.

**FINDINGS OF FACT**

1. Shepherd's Trail Links, LLC is the owner of record of property identified as PID #00049149 and 20060513.
2. On October 7, 2014, Bill Clark Homes (APPLICANT) submitted an application for a Conditional Use Permit to develop a major subdivision on said property. The application was determined to be complete by staff.
3. On October 16, 2014 the Town of Aberdeen Planning Board voted unanimously to recommend approval of the conditional use permit application to the Town of Aberdeen Board of Commissioners.
4. The property was posted and parties duly noticed.
5. The proposed site details are as follows:

<b>Zoning</b>	R10-10 Residential
<b>Adjacent Zoning</b>	North: R20-16 Residential East: R10-10 Residential South: R20-16 Residential West: R20-16 Residential; R18-14 Residential
<b>Taxable Acreage</b>	Based on Moore County Tax Records 42.39 Acres
<b>Watershed</b>	Property is not located in a protected watershed
<b>Floodplain</b>	N/A
<b>Existing Use in Vicinity Project Area</b>	Residential
<b>Existing Use on Property</b>	Vacant Land

6. Major subdivisions are permitted in the R10-10 Zoning District; The Unified Development Ordinance requires that such uses obtain a Conditional Use Permit.
7. The applicant proposes a 94 lot subdivision on two adjoining parcels comprising a total of 42.39 acres.
8. On November 17, 2014 the Board of Commissioners held a public hearing on the conditional use permit application. Applicant representatives were present to address the Board and respond to questions. The Board voted to continue the public hearing until December 15, 2014. In the week

## DRAFT - APPROVAL

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prior to the December 15, 2014 meeting, the applicant submitted revised plans and supporting documents for review and consideration. The Board of Commissioners voted to continue the public hearing until January 26, 2015 to permit adequate time for staff review and recommendation on the revised plan. The application was heard on January 26, 2015 and applicant representatives were present to address the Board and respond to questions.

9. Planning Director Pamela Graham presented the proposal and staff report which were entered into the record.
10. If constructed in accordance with the proposal submitted and in compliance with the Town's Ordinances and Codes, the establishment, maintenance, or operation of the subdivision will not materially endanger the public health or safety, will not substantially injure the value of adjoining or abutting property, and will be in harmony with the area in which it is to be located.
11. If constructed in accordance with the proposal submitted and in compliance with the Town's Ordinances and Codes, the subdivision, though consistent with current zoning and the adjacent residential uses, will not be in general conformity with the 2030 Land Development Plan Future Land Use Map's designation of the project area for commercial uses.
12. That the conditional use shall, in all other respects, conform to the applicable regulations of the R10-10 Zoning District in which it is to be located, except as such regulations may be modified by the Board of Commissioners pursuant to the recommendation of the Planning Board.

### CONCLUSIONS OF LAW

1. Aberdeen Unified Development Ordinance §152-60 provides for the ability of the Board of Commissioners to attach such reasonable requirements as to ensure that the development meets the following standards for Special Use and Conditional Use Permits:
  - Will not endanger the public health or safety,
  - Will not injure the value of adjoining or abutting property,
  - Will be in harmony with the area in which it is located, and
  - Will be in general conformity with the land-use plan, thoroughfare plan, or other plan officially adopted by the Town Board.
2. That the Town of Aberdeen Board of Commissioners has jurisdiction over the persons and subject matter in this action and that the parties are properly before this Board.
3. That the applicant, Bill Clark Homes, has satisfied all of the requisite standards pursuant to the Town of Aberdeen Unified Development Ordinance subject to conditions.

### DECISION

Based on these Findings of Fact and Conclusions of Law, the application for Conditional Use Permit CU #14-05 is approved subject to the following conditions.

- a. Conditional Use Permits (CUPs) run with the land and as such CU #14-05 applies to the entirety of the property reflected in Parcel ID #00049149 and 20060513. An

amendment to the CUP is needed to remove property from the CUP or to make changes to the CUP. If an activity is a use by right, it is not subject to the CUP.

- b. The proposed use is authorized by the CUP, however, approval of CU #14-05 is contingent on a successful inter-departmental review to insure that the development has met all Federal, State and local regulations and permitting requirements, as well as any conditions attached to the CUP approval. Plans submitted for this review shall include, but not be limited to, utility locations including size, material, and vertical alignment of waterlines, engineering calculations assuring that proposed stormwater measures meet or exceed the requirements Article XVI, Part 2, Drainage, Erosion Control and Stormwater Management of the UDO.
- c. Any and all required permits and/or approvals from other regulatory agencies must be in place prior to issuance of a Notice to Proceed by the Planning Department.
- d. The development is authorized to create a maximum of ninety-four (94) single family lots and construction documents generally based on the conceptual drawing dated October 1, 2014.
- e. Open Space shall generally comply with the 10/1/2014 conceptual drawing and in no case may be reduced to less than 20% of the total land area for the development. Open space is to be dedicated to the Town of Aberdeen; passive recreation uses are recommended.
- f. Tree harvest and mass grading are not authorized as a result of this approval. Construction documents, including a grading plan, shall be reviewed by staff for compliance with the UDO.
- g. The applicant is required to install sidewalks on both sides of all new streets, or provide a guarantee with initiation of each phase of development in accordance with the requirements of the UDO.
- h. Streets, sidewalks, waterlines, and sewer and stormwater facilities are to be dedicated to the Town of Aberdeen contingent upon inspection and approval by the Public Works Department. Preliminary and Final Plats shall identify any and all Town easements related to these facilities.
- i. The Fire Department must sign off on the drawings as well as available capacity for treating fires. Hydrants are required consistent with their spacing requirements. Adequate turning radius must be provided for the fire trucks currently in use.
- j. Prior to approval of final plat(s), all infrastructure must be complete or guaranteed per UDO requirements.
- k. Street trees shall be installed prior to final plat approval or as a requirement of the building permit for each lot and shall be consistent with official species list provided in §98.03 of the Aberdeen Code of Ordinances or with "Trees of the Carolinas" (Appendix J of the UDO) and planted at the appropriate rate. Compliance with the street tree requirements will be reviewed by staff and staff is authorized to insure compliance prior to issuing a certificate of occupancy for each lot.
- l. Sharrows and marked crosswalks shall be installed or guaranteed prior to final plat approval consistent with the requirements of the Comprehensive Pedestrian and Bicycle Plans.

**DRAFT - APPROVAL**

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- m. The developer shall coordinate with the Parks and Recreation Department to install a passive recreational use for the development; it is to be installed at the developer's expense.
- n. A perimeter buffer of undisturbed vegetation or newly planted screening material for the development is required to prevent lots from being cleared to the perimeter boundary. The developer shall coordinate with the Public Works and Planning Departments regarding specifics of buffer requirements and maintenance following approval of the CUP.
- o. The applicant shall supply Planning staff with an assessment from US Fish and Wildlife Agency with regards to Red Cockaded Woodpecker activities on the property prior to site disturbance.
- p. Subsequent to approval of the CUP, but prior to or with the submittal of the preliminary plat, the developer shall provide to staff a traffic impact analysis (TIA) that meets the requirements of Article XI, §152-163.21 of the UDO. Based on a review by staff of the analysis and any recommended improvements provided in the analysis, the Town Board may require that such improvements be undertaken and depicted on the plat prior to its approval. The TIA will be provided to NCDOT and staff shall include their comments in the review.
- q. Applicant shall work with the Planning and Public Works Departments to create easements at locations considered appropriate by staff to facilitate drainage for the development.

The foregoing Findings on motion of Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, is adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

Ayes: \_\_\_\_\_

Nos: \_\_\_\_\_

Absent or Excused: \_\_\_\_\_

Dated: \_\_\_\_\_

\_\_\_\_\_  
Robert A. Farrell, Mayor

ATTEST:

\_\_\_\_\_  
Regina M. Rosy, Town Clerk

**FINDINGS OF FACT AND DECISION  
OF THE TOWN OF ABERDEEN BOARD OF COMMISSIONERS**

**Case Number:** Conditional Use Permit CU#14-05

**Hearing:** The Town of Aberdeen conducted a Public Hearing on November 17, 2014 and continued and conducted the Public Hearing on January 26, 2015, to consider Conditional Use Permit application CU#14-05 as submitted by Bill Clark Homes to allow a major subdivision on property including all or part of PID #00049149 and 20060513, located at the northwest intersection of Roseland Road and Shepherd's Trail.

**FINDINGS OF FACT**

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4. The property was posted and parties duly noticed.
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6. Major subdivisions are permitted in the R10-10 Zoning District; The Unified Development Ordinance requires that such uses obtain a Conditional Use Permit.
7. The applicant proposes a 94 lot subdivision on two adjoining parcels comprising a total of 42.39 acres.
8. On November 17, 2014 the Board of Commissioners held a public hearing on the conditional use permit application. Applicant representatives were present to address the Board and respond to

questions. The Board voted to continue the public hearing until December 15, 2014. In the week prior to the December 15, 2014 meeting, the applicant submitted revised plans and supporting documents for review and consideration. The Board of Commissioners voted to continue the public hearing until January 26, 2015 to permit adequate time for staff review and recommendation on the revised plan. The application was heard on January 26, 2015 and applicant representatives were present to address the Board and respond to questions.

9. Planning Director Pamela Graham presented the proposal and staff report which were entered into the record.
10. If constructed in accordance with the proposal submitted and in compliance with the Town's Ordinances and Codes, the establishment, maintenance, or operation of the subdivision will not materially endanger the public health or safety, will not substantially injure the value of adjoining or abutting property, and will be in harmony with the area in which it is to be located.
11. If constructed in accordance with the proposal submitted and in compliance with the Town's Ordinances and Codes, the subdivision, though consistent with current zoning and the adjacent residential uses, will not be in general conformity with the 2030 Land Development Plan Future Land Use Map's designation of the project area for commercial uses.
12. §152-261 of the Unified Development Ordinance (UDO) states that to the extent practicable, all development shall conform to the natural contours of the land, and natural and preexisting man-made drainage ways shall remain undisturbed. The proposal is not in compliance with this requirement.
13. §152-265(A) of the UDO states that to the extent practicable, lot boundaries shall be made to coincide with natural and preexisting man-made drainage ways within subdivisions to avoid the creation of lots that can be built only by altering such drainage ways. The proposal is not in compliance with this requirement.
14. §152-215 of the UDO states that streets shall be related appropriately to the topography of the area, shall be designed to facilitate the drainage and storm water runoff objectives of the UDO, and shall conform as closely as practicable to the original topography. The proposal is not in compliance with this requirement.
15. §152-218(A) of the UDO states that subcollector, local, and minor residential streets shall be curved whenever practicable to the extent necessary to avoid conformity of lot appearance. The proposal is not in compliance with this requirement.
16. §152-317 of the UDO requires that every development shall retain all existing trees twelve (12) inches in diameter or more unless the retention of such trees would, in the opinion of the staff, unreasonably burden the development, landowner or maintenance of utilities. The Aberdeen Board of Commissioners agree with the opinion of staff that a greater effort to retain such trees does not unreasonably burden the development, landowner or maintenance of utilities, and therefore the proposal is not in compliance with this requirement.

#### **CONCLUSIONS OF LAW**

1. Aberdeen Unified Development Ordinance §152-60 sets forth the following Additional Requirements on Special Use and Conditional Use Permits:

- Will not endanger the public health or safety,
  - Will not injure the value of adjoining or abutting property,
  - Will be in harmony with the area in which it is located, and
  - Will be in general conformity with the land-use plan, thoroughfare plan, or other plan officially adopted by the Town Board.
2. That the Town of Aberdeen Board of Commissioners has jurisdiction over the persons and subject matter in this action and that the parties are properly before this Board.
3. That the applicant, Bill Clark Homes, has not satisfied all of the requisite standards pursuant to the Town of Aberdeen Unified Development Ordinance, specifically:
- a. §152-261 requirement that to the extent practicable, all development shall conform to the natural contours of the land, and natural and preexisting man-made drainage ways shall remain undisturbed;
  - b. §152-265(A) requirement that to the extent practicable, lot boundaries shall be made to coincide with natural and preexisting man-made drainage ways within subdivisions to avoid the creation of lots that can be built only by altering such drainage ways;
  - c. §152-215 requirement that streets shall be related appropriately to the topography of the area, shall be designed to facilitate the drainage and storm water runoff objectives of the UDO, and shall conform as closely as practicable to the original topography;
  - d. §152-218(A) requirement that subcollector, local, and minor residential streets shall be curved whenever practicable to the extent necessary to avoid conformity of lot appearance;
  - e. §152-317 requirement that every development shall retain all existing trees twelve (12) inches in diameter or more unless the retention of such trees would, in the opinion of the staff, unreasonably burden the development, landowner or maintenance of utilities.

**DECISION**

Based on these Findings of Fact and Conclusions of Law, the application for Conditional Use Permit CU #14-05 is denied.

The foregoing Findings on motion of Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, is adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

DRAFT - DENIAL

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Ayes: \_\_\_\_\_

Nos: \_\_\_\_\_

Absent or Excused: \_\_\_\_\_

Dated: \_\_\_\_\_

\_\_\_\_\_  
Robert A. Farrell, Mayor

ATTEST:

\_\_\_\_\_  
Regina M. Rosy, Town Clerk

## Case Number: Conditional Use Permit CU#14-05

Draft - Denial

Findings of Fact Response

**8. 152-261 - of the Unified Development Ordinance (UDO) states that to the extent practicable, all development shall conform to the natural contours of the land, and natural and preexisting man-made drainage ways shall remain undisturbed. The proposal is not in compliance with this requirement.**

Response: Lots have been taken out to conform to the natural draw in the land as shown. Now open space marked in yellow (labeled 1 on map) dictates this area to remain natural and untouched.

**9. 152-265(A) - of the UDO states that to the extent practicable, lot boundaries shall be made to coincide with natural and preexisting man-made drainage ways within subdivisions to avoid the creation of lots that can be built only by altering such drainage ways. The proposal is not in compliance with this requirement.**

Response: Changes to layout of lots conforms to the major natural drain lines of the land depicted in yellow (labeled as 1).

**10. 152-215 - of the UDO states that streets shall be related appropriately to the topography of the area, shall be designed to facilitate the drainage and storm water runoff objectives of the UDO, and shall conform as closely as practicable to the original topography. The proposal is not in compliance with this requirement.**

Response: Natural main draw of the land will now remain untouched and a natural land feature. Keeping consistent to allow for a natural run off.

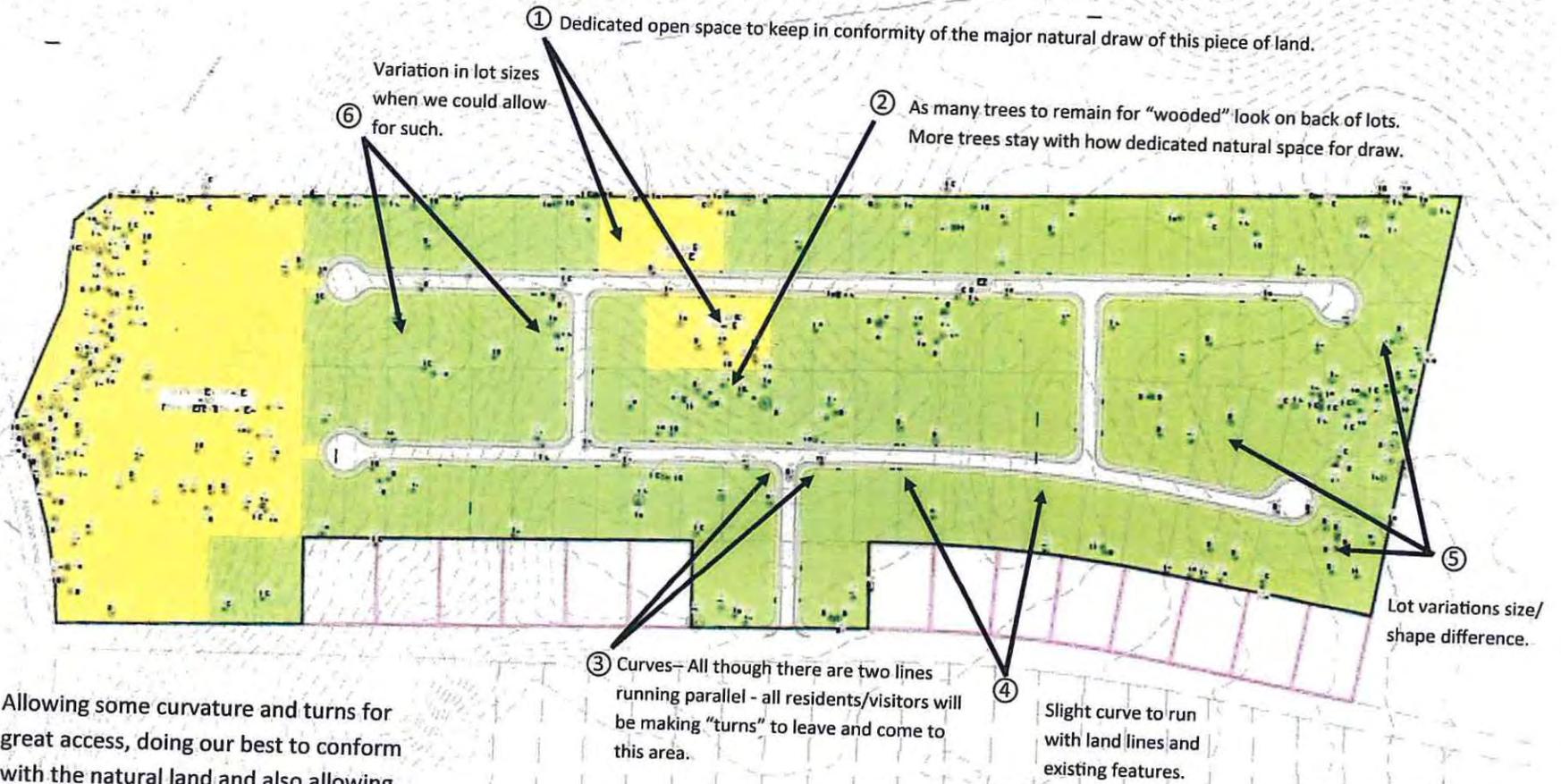
**11. 152-218(A) - of the UDO states that subcontractor, local, and minor residential streets shall be curved whenever practicable to the extent necessary to avoid conformity of lot appearance. The proposal is not in compliance with this requirement.**

Response: Being the challenge of the shape/design of the land we are proposing best scenario with slight curvatures and some lot size variations. First road entering into subdivision to the right depicts slight curve leading down to cul-de-sac (labeled 4). Variations of lot sizes/shapes in cul-de-sac areas also following curve in between two roads shows various lot sizes shapes to run with curvature of land (labeled 5). To the left of the subdivision it is narrower so some lots are different in size where we could get them (labeled 6).

**12. 152-317 - of the UDO requires that every development shall retain all existing trees twelve (12) inches in diameter or more unless the retention of such trees would, in the opinion of the staff, unreasonably burden the development, landowner or maintenance of utilities. It is the opinion of staff that a greater effort to retain such trees does not unreasonably burden the development, landowner or maintenance of utilities, and therefore the proposal is not in compliance with this requirement with this requirement.**

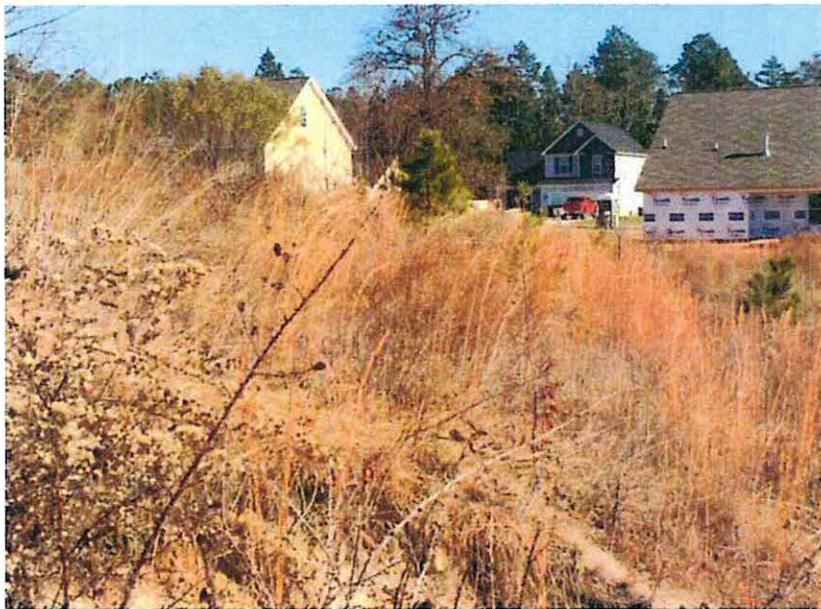
Response: All trees that can stay will. Natural open space permits more to stay (labeled 2).

# Shepherds Ridge Conceptual



Allowing some curvature and turns for great access, doing our best to conform with the natural land and also allowing with the UDO item 152-218 of curve whenever practicable.

## Shepherds Trail Potential Grading Area

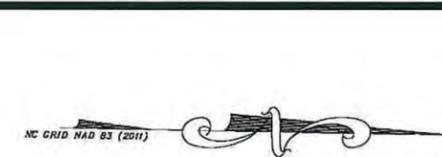




**ZONING: R-10-10**  
**LOT COUNT: 94**  
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**22.7% OPEN SPACE**

**SETBACKS**  
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**BACK: 30**

**SUBDIVISION ROADS**  
**26' G-G WITH ROLL TYPE CURB**  
**5' SIDEWALK ON BOTH SIDES**



REVISIONS

**PRELIMINARY**  
 DO NOT USE FOR CONSTRUCTION

PROJECT NAME

**SHEPHERDS RIDGE**

**CONCEPTUAL**

CLIENT

**BILL CLARK HOMES**

200 East Arington Boulevard  
 Greenville, North Carolina 27658  
 Phone: (252) 814-1481

PROJECT INFORMATION

DESIGNED BY:	SEAN
DRAWN BY:	SEAN
CHECKED BY:	SCOTT
PROJECT NUMBER:	806

DRAWING SCALE

HORIZONTAL: 1"=100'

DATE DRAWN

DECEMBER 9, 2014

SHEET NUMBER

1

OF 1

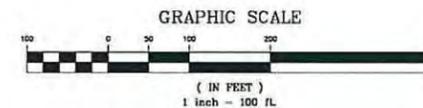


SHEPHERD'S RIDGE CONCEPT - ANTICIPATED TREE LOSS TO ROAD CONSTRUCTION

- SITE NOTES**
1. TRAFFIC IMPACT ANALYSIS TO BE PREPARED AFTER APPROVAL OF CONDITIONAL USE PLAN.
  2. ALL NEW SUBDIVISION ROADS SHALL HAVE STREET TREES AND STREET LIGHTING IN ACCORDANCE WITH THE ABERDEEN UDO.



Existing tree 12" or greater in diameter that will require removal during road construction (added by Planning Dept. Staff)



409 Chicago Drive - Suite 112  
 Fayetteville, North Carolina 28506  
 Phone: (910) 426-6777  
 Fax: (910) 426-5177  
 License Number: G-2250-1



Property Proposed for  
Conditional Use Permit



## Conditional Use Permit CU 14-05 Vicinity



# Town of Aberdeen

115 N. Poplar  
P.O. Box 785  
Aberdeen, NC 28315

**Planning Department**  
Building Inspections

Phone: (910) 944-7024  
Fax: (910) 944-3672

August 26, 2014

Landon Weaver  
Bill Clark Homes of Fayetteville  
PO Box 87021  
Fayetteville, NC 28304

Re: Shepherd's Ridge Sketch Plan Review

Landon:

I have made some notes to capture items from our department's sketch plan review for your proposed buildout of the west side of Shepherd's Ridge, and they are included below. As you will see, the comments reference sections of our UDO, which can be accessed from the Document Center of the town's website: [www.townofaberdeen.net](http://www.townofaberdeen.net)

1. Per §152-163.21 a **Traffic Impact Analysis** is required for any use generating more than 600 vehicular trips per day. My data indicates that the proposal would generate 900. Without data supporting a number below 600, the Board of Commissioners would be bound to require the TIA by ordinance.

2. §152-215 addresses street layout and relationship to the natural topography. It is **unknown at this time if curb & gutter is proposed** for the development, but please be aware that it would be required for any street exceeding a 6% grade. I don't necessarily support curb & gutter for all residential streets, but our Board has traditionally voted in favor of it. We were able to go without it on a subdivision approved last year in the WS-II Watershed, and we may be able to convince them that it is not necessary here, **but an assurance that the roads will not exceed 6%** will be needed to support it.

3. Though I realize you are working with a challenging site, I find it **difficult to reconcile the steep and varied topography of the site with the grid-type layout of the streets.** §152-218 (A) goes on to state that "... residential streets shall be curved whenever practicable to the extent necessary to avoid conformity of lot appearance." Additionally, §152-261 through 265 includes language regarding an effort to conform to natural contours, leave pre-existing drainage ways undisturbed and to provide drainage easements where streams or drainage ways exist on the property. The topography indicates at least one very distinct drainage way running to the south near the very center of the property and then west towards a tributary of Aberdeen Creek and feeds an area of 100 year floodplain near the center of town. **The Board will ask me to confirm that the plan conforms to the requirements of the UDO and I will be obligated to point out these issues.** I also reserve the option of having the stormwater and drainage plans reviewed by the town's consulting engineer for compliance with the UDO.

4. §152-217 – As you will see, sidewalks will be required on both sides of all new roads for the subdivision. I have no authority to be flexible on this one, and our Board has made it clear that this is in keeping with their expectations.

5. §152-310 provides for some flexibility in the town's landscaping/screening requirements, including the ability to require more intensive screening where appropriate to shield neighboring properties from adverse external effects of the development. In this case, I may recommend to the Board that they require a perimeter buffer of undisturbed existing vegetation and/or newly planted screening material. If they agree, it may be in the form of an easement or counted towards open space, or some other mechanism, but I will recommend that some form of protection be included in the approval so that there are restrictions both during and post construction from clearing to the perimeter boundary line.

6. §152-315 requires street trees along all new streets that are intended for dedication to the town. This should be indicated on the plans submitted for the Conditional Use Permit (CUP) application either graphically or with notes. More details such as proposed species and size at planting can come during the Site Plan Review process following CUP approval.

7. §152-317 – Please be aware that the UDO contains a Tree Preservation Ordinance that requires that any existing tree with a diameter at breast height of 12" or greater be preserved unless doing so places an unreasonable burden on the developer. All trees with a diameter of twelve inches or greater should also be shown on the plans submitted for the CUP. If these trees are proposed for removal this should be indicated with a justification for the removal. (i.e., an area where grading cannot be avoided for the development of the street network).

8. Appendix K describes the town's street lighting policy. The approximate locations and types of street lighting proposed should be shown on the plans for CUP approval to the extent that it shows that the plan meets our UDO. This can probably be done with notes, with a more detailed plan to be submitted for the Site Plan process.

I want to express that I do not wish to make the process more difficult, but have been tasked with being responsive to concerns and issues that have come about from previous and current development. In fact, many of the provisions in the UDO, which was adopted in 2011, are a result of disappointment with development patterns that occurred prior to then, and in some cases are still in progress. You should also know that you can choose to apply for the CUP and put this before the Boards as is, but you should be aware of the issues that will come up as they review the plans and my staff memo. I will work with you in any way I can to help you get to an approval, but I will be obligated to point out to the Board the areas where the proposal does not appear to meet the intent of the UDO. This sketch plan review offers the opportunity for me to go over them with you in advance. I will be happy to meet with you or discuss by phone or email how you wish to proceed.

Thank you for your patience as we work through these issues, and for the delay in getting these comments to you. I have no doubt we will have a better project for the town and your customers as a result of these efforts.

Sincerely,

*Pamela Graham, RLA*  
Planning Director, Town of Aberdeen

**From:** [Scott Brown](#)  
**To:** [Pam Graham](#)  
**Cc:** [Landon Weaver \(lweaver@billclarkhomes.com\)](mailto:lweaver@billclarkhomes.com)  
**Subject:** Shepherds Ridge CUP  
**Date:** Wednesday, October 01, 2014 10:03:26 AM  
**Attachments:** [Shepherds Ridge.pdf](#)

---

Pam,

Attached is the updated CUP for Shepherds Ridge. We have added the notes for the street trees and lighting. We have shown the streets and sidewalk. We have located all trees 12" and larger. I have spoken with Landon and we are going to go before the board without modifying the street and lot layout. Please review and see if you see anything wrong with the plan. If not, I will submit you the hardcopies needed for the October 16 planning board meeting.

Do I fill out the conditional use application or the site plan application for the CUP submittal?

**thanks,**

**Scott Brown, PE**

**4D Site Solutions, Inc.**

409 CHICAGO DRIVE - SUITE 112  
FAYETTEVILLE, NORTH CAROLINA - 28306  
TEL: 910.426.6777 - EXT. 102  
CELL: 910.489.6731  
FAX: 910.426.5777  
WEB: [WWW.4DSITESOLUTIONS.COM](http://WWW.4DSITESOLUTIONS.COM)

## Pam Graham

---

**From:** Scott Brown <sbrown@4dsitesolutions.com>  
**Sent:** Thursday, October 23, 2014 2:09 PM  
**To:** Pam Graham  
**Cc:** Landon Weaver (lweaver@billclarkhomes.com)  
**Subject:** RE: Shepherds Ridge commissioners meeting

Thanks for the reply.

**Scott Brown, PE** | Professional Engineer  
office: 910-426-6777 | ext 102 | cell: 910-489-6731 | fax: 910-426-5777  
On time, every time. | [www.4Dsitesolutions.com](http://www.4Dsitesolutions.com)

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**From:** Pam Graham [<mailto:pgraham@townofaberdeen.net>]  
**Sent:** Thursday, October 23, 2014 1:01 PM  
**To:** Scott Brown  
**Cc:** Landon Weaver ([lweaver@billclarkhomes.com](mailto:lweaver@billclarkhomes.com))  
**Subject:** RE: Shepherds Ridge commissioners meeting

Scott,

I did not include a condition for changing the street layout, but the current layout does not meet the UDO and the Board of Commissioners may make a different decision than what was recommended by the Planning Board at the last meeting. They can add a condition or determine that since it does not meet the UDO it does not warrant approval.

As for the grading, the language in the condition is intended to point out that the CUP approval does not authorize any grading or tree removal. That may be done only after a zoning compliance permit is issued for each lot. Staff determines whether restricting tree removal on the lots "unreasonably burdens the development". Same with excavation or disturbance within four feet of any 12" dbh tree on the lots.

You should also consider the possibility that perimeter screening may be required, which will be far less costly if existing vegetation is used rather than planting new material.

Pamela Graham, RLA  
Planning Director, Town of Aberdeen  
115 North Poplar Street  
PO Box 785  
Aberdeen, NC 28315  
(910) 944-7024



Aberdeen

---

**From:** Scott Brown [<mailto:sbrown@4dsitesolutions.com>]  
**Sent:** Thursday, October 23, 2014 10:26 AM  
**To:** Pam Graham  
**Cc:** Landon Weaver ([lweaver@billclarkhomes.com](mailto:lweaver@billclarkhomes.com))  
**Subject:** Shepherds Ridge commissioners meeting

Pam,

I have gone through the 17 conditions that were recommended by the planning board. I have a few questions. After all of the discussion about the curvature of the streets and the streets following natural drainage, there is no condition about meeting this requirement. I want to confirm that if the town commissioners approve the current site plan and conditions that the street layout would not be required to change. I don't see in the conditions where we have to change the street layout.

I also have questions about the mass grading condition. This appears to be a general condition that might be placed on all developments. I understand that we can't move forward with any grading operations until the construction drawings have been approved by the Town. However, we are planning on grading the lots. This is a golf course and is not suited for housing in its current state. We will need to mass grade the site to the extent practical for slab on grade homes. I want to confirm that we are not being restricted from grading the lots.

thanks,



**Scott Brown, PE** | Professional Engineer  
office: 910-426-6777 | ext 102 | cell: 910-489-6731 | fax: 910-426-5777

409 Chicago Drive, Suite 112, Fayetteville, NC 28306

On time, every time. | [www.4Dsitesolutions.com](http://www.4Dsitesolutions.com)



# Town of Aberdeen

Planning Department  
Phone: (910) 944-7024  
Fax: (910) 944-7459

For office use only:
Application No. _____
Date Received: _____
Amount Received: _____

## Conditional Use Application

NOTES: - DEADLINE FOR SUBMITTAL IS ONE MONTH PRIOR TO THE APPLICABLE MEETING DATE OF THE PLANNING BOARD.  
 - ALL APPLICATIONS MUST BE ACCOMPANIED BY A SITE PLAN. SEE SITE PLAN APPLICATION CHECKLIST FOR REQUIRED ITEMS.

### APPLICANT INFORMATION:

Applicant: Bill Clark Homes  
 Phone No. 252-355-5805 Cell No. 252-814-1481 Email: lweaver@billclarkhomes.com  
 Applicant's Address 200 E. Arlington Blvd, Suite A, Greenville, NC 27858  
 Property Owner: Shepards Trail Links, LLC  
 Owner's Address: 1841 Kings Landing Road, Hampstead, NC 28443  
 Property Location Address: Shepherd Trail LRK# 00049149 & 20060513

### CONDITIONAL USE REQUEST:

- A. Existing Zoning: R10-10
- B. Existing land use on property: old par 3 golf course
- C. Requested land use: single family residential

THE BOARD MUST MAKE THE FOLLOWING FINDINGS OF FACT IN ORDER TO APPROVE A CONDITIONAL USE PERMIT. PLEASE PROVIDE INFORMATION TO SUPPORT THE FOLLOWING STATEMENTS.

### STATEMENT OF JUSTIFICATION:

- A. The establishment, maintenance or operation of the conditional use will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare:  
The conditional use will no endanger the public safety or health. The conditional use is for single family housing.
- B. The conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted or substantially diminish and impair property values within the neighborhood:  
The conditional use will not affect the enjoyment of the surrounding property. The use will be similar to the existing surrounding uses.

C. The establishment of the conditional use will be in harmony with the area in which it is to be located and will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district:

The conditional use will be in an area that is already developed as single family housing and will not impede development of the surrounding property.

D. The exterior architectural appeal and function plan of any proposed structure will not be so at variance with either the exterior architectural appeal and functional plan of the structures already constructed or in the course of construction in the immediate neighborhood or the character of the applicable district as to cause substantial depreciation in the property values within the neighborhood:

The development is for single family housing. The project will be in accordance with town standards and should not depreciate the value of the surrounding property.

E. Adequate utilities, access road, drainage and/or necessary facilities have or are being provided:

Public water and sewer are available to service the site. Public streets will be provided in accordance with the UDO.

F. Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets:

The ingress/egress will be in accordance with the UDO. A TIA will be completed upon approval of the CUP prior to the submission of plans.

G. The conditional use will be in general conformity with the land-use plan, thoroughfare plan, or other plan specifically adopted by the Town:

The conditional approval will be in accordance with the standards set forth in the UDO.

H. The conditional use in all other respects, conforms to the applicable regulations of the district in which it is located:

The development conforms to the UDO for a single family development.

Acceptance of this application does not imply approval of this request. I realize that this application may be denied or that conditions may be attached to this request at assure compliance with applicable Zoning Code Requirements.

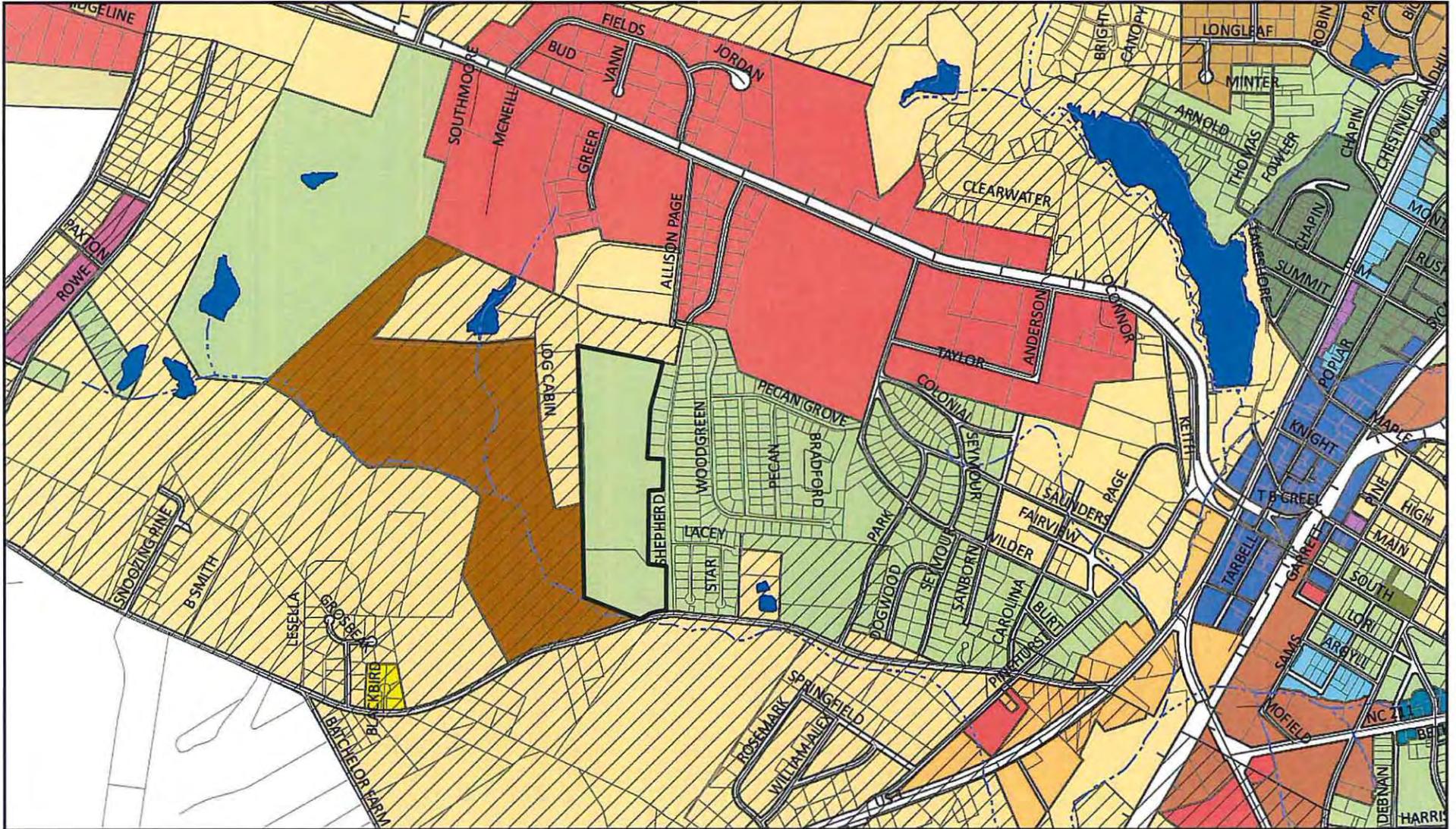
*Benjamin Whelan*  
Applicant's Signature

10-7-14  
Date

*Robert M. Sullivan*  
Property Owner's Signature

10/7/14  
Date

# Conditional Use Permit CU 14-05 – Vicinity Zoning



	B-1		C-I		HC		RA		R15-12		R30-18		R10-10-C		Aberdeen ETJ
	B-2		I-H		O-I		R6-10		R18-14		C-I-C		R20-16-C		Other Jurisdiction
	B-3		GC		MH		R10-10		R20-16		I-H-C				Subject Property



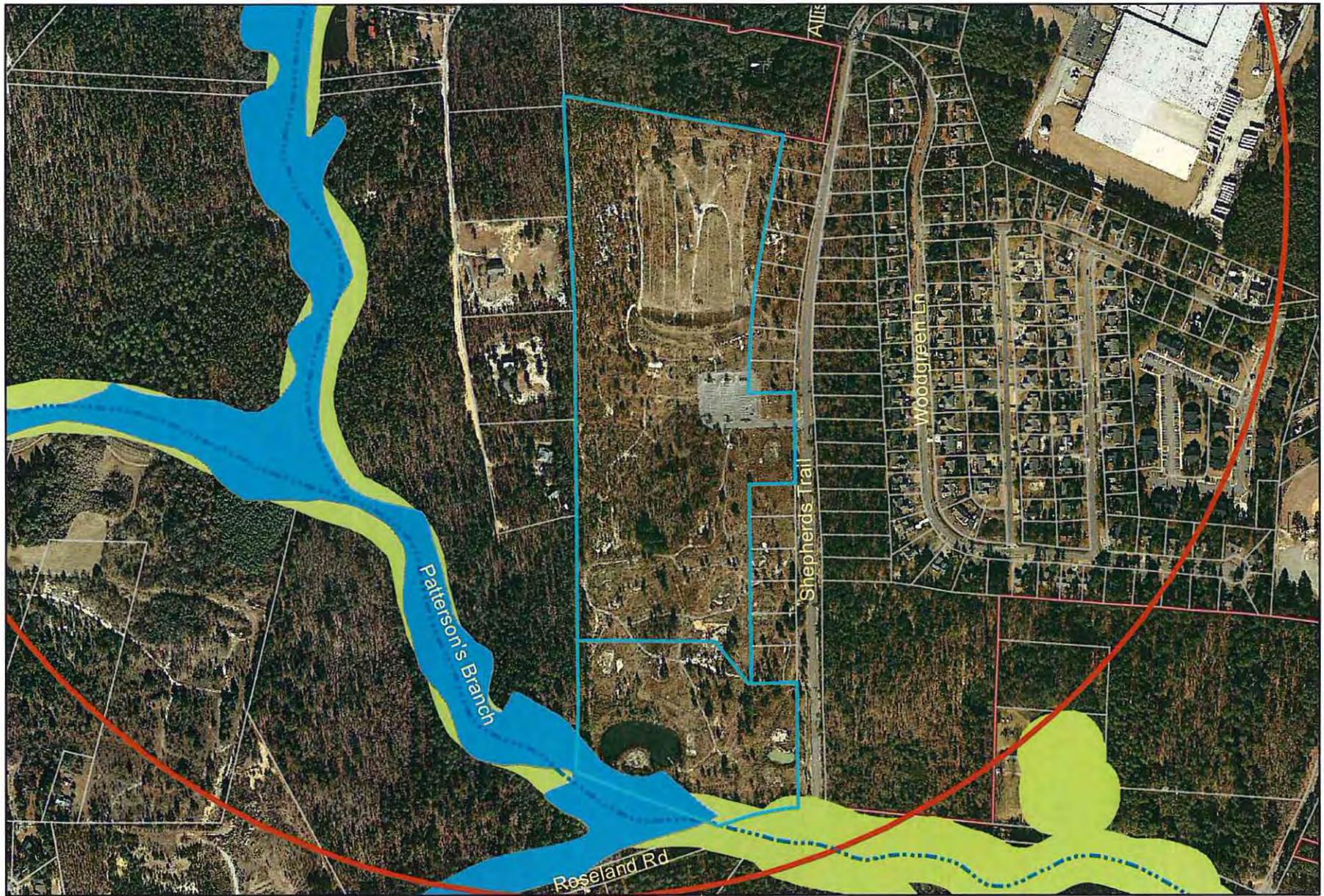
### Conditional Use Permit CU 14-05 Land Form Assessment

Property Proposed for  
Conditional Use Permit 

Natural Drainage Pattern 

Stream 

2 Foot Contours 



**Conditional Use Permit CU 14-05  
Green Growth Toolbox Assessment**

Property Proposed for  
Conditional Use Permit



RCW Foraging Habitat



Stream



Recommended Stream Buffer



Designated Wetlands



This page demonstrates the conservation subdivision concept. The same number of developed lots from the previous example is equal to the number of lots shown below. The exception is the arrangement of the lots on the site. The lots in the conservation subdivision are clustered in a way to preserve the woodlands, farmland and rural character of the entire site. This type of development increases property values and preserves the rural landscape that is desired by the surrounding community. It is a “win-win” scenario for the developer and community. The developer makes his/her profit from the sale of lots and the community retains its pleasant atmosphere and important natural features.

**Figure 8.4 The Conservation Subdivision Concept**



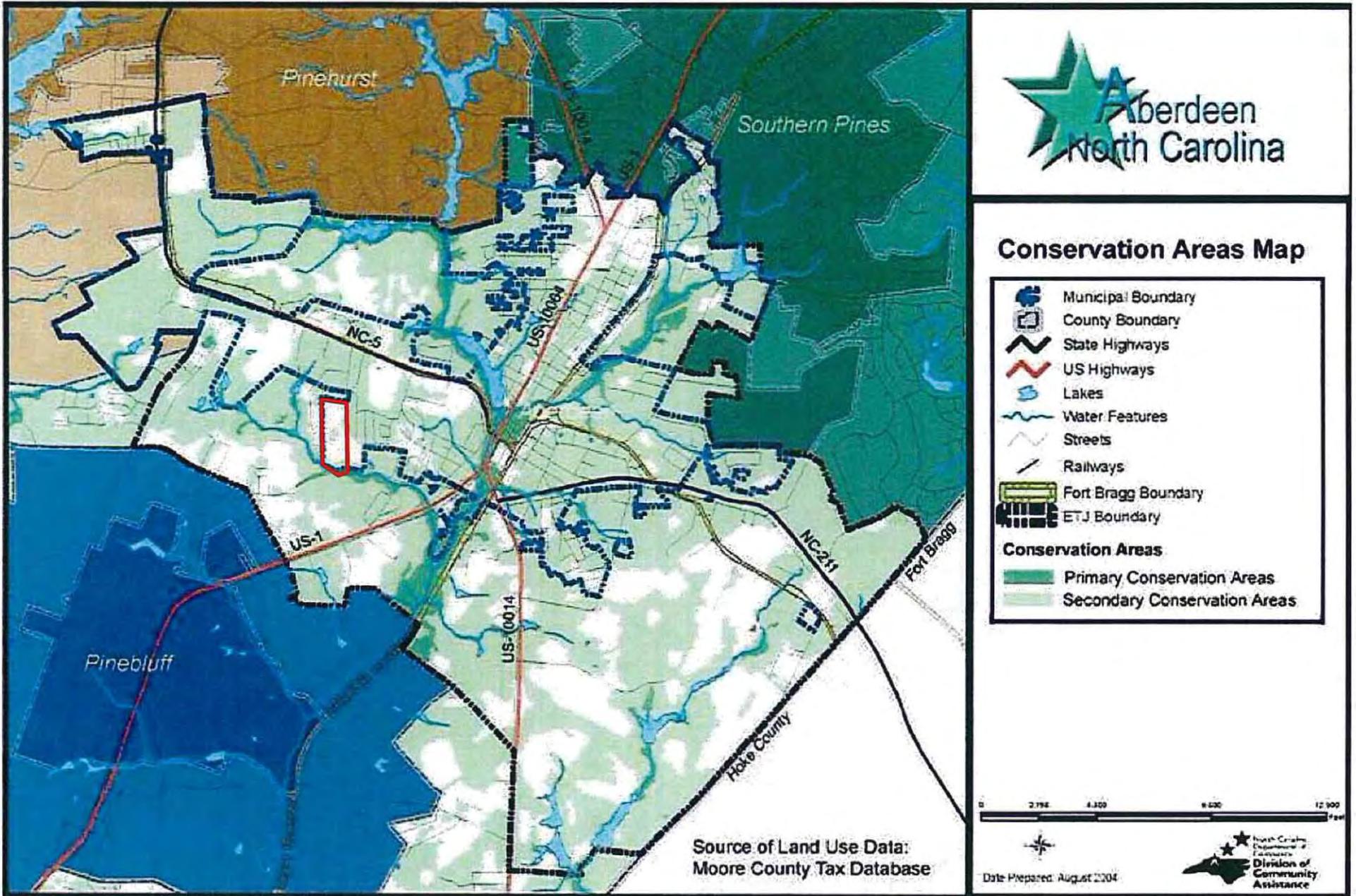
Source: Randall Arendt, Conservation Design for Subdivisions (1996)



**Example Conservation Subdivision**  
Source: Randall Arendt, Conservation Design for Subdivisions (1996)

This type of development, if practiced appropriately, should allow the Town of Aberdeen to maintain its character while allowing for new growth, and should work well with the golfing community. A Conservation Areas Map (Figure 8.5) is displayed on the following page showing potential primary and secondary conservation areas. The primary areas include floodplain and wetlands. The primary areas should be protected from all development. The secondary areas include woodlands and prime farmland soils. Efforts should be made during the development process to preserve the primary and secondary areas where possible. The Conservation Areas Map can be utilized during the land development review process to ensure that sensitivity is exercised when developing on and near these lands.

Figure 8.5 Conservation Areas Map



A secondary conservation area is identified near the center of the site, coinciding with the drainageway, and along the southern border adjacent to the creek.



## TOWN OF ABERDEEN AGENDA ITEM ACTION REQUEST FORM

**This form must be completed and attached to all supporting documentation for items to be included on the Town of Aberdeen Board agenda. One (1) form per agenda item.**

**Submitted By:** P Graham **Department:** Planning

**Contact Phone #** 4517 **Date Submitted:** 1/21/15

**Agenda Item Title:** Conditional Use Permit CU#14-07 for a Night Club in the HC (Highway Commercial) District

**Date of Board Meeting to hear this item:** 1/26/15

<b>Board Action Requested:</b>	
New Business <input checked="" type="checkbox"/>	Information Only <input type="checkbox"/>
Old Business <input type="checkbox"/>	For Action at Future Meeting <input type="checkbox"/> Date _____
Public Hearing <input checked="" type="checkbox"/>	Informal Discussion & Public Comment <input type="checkbox"/>
Other Business <input type="checkbox"/>	Consent Agenda <input type="checkbox"/>

**Summary of Information:**

**Special requests (i.e. Needs to be first on the agenda due to schedule of guest, etc.):**



**MEMORANDUM TO THE BOARD OF COMMISSIONERS – January 26, 2015 Public Hearing**

**Description of Conditional Use Permit Request**

**Applicant:**

Marbella Ilagor Zarco

Marbella Ilagor Zarco requests a conditional use permit (CUP) for a nightclub on property that includes a portion of Sandhills Shopping Center, 1680 NC Highway 5, owned by Twenty-Two Hundred One Pinehurst, LLC. The specific building is the former location of the Party Poopers store and has been vacant since the store's closing in late 2013. The applicant seeks approval of the use, subject to final Zoning approval by staff.

**Request:**

Conditional Use Permit CU #14-07 for a Nightclub

**Procedural Issues**

**Location:**

1680 NC Highway 5

§152-146 Table of Permissible Uses of the Town of Aberdeen Unified Development Ordinance (UDO) requires that nightclub proposals receive approval by the Town Board, and a recommendation by the Planning Board, for a conditional use permit.

**Parcel ID:**

00051524

The UDO directs in §152-54 that the Planning Board shall make a recommendation for issuance of a conditional use permit unless it concludes, based upon the information submitted, that:

**Zoning:**

HC (Highway Commercial)

1. The requested permit is not within its jurisdiction according to the Table of Permissible Uses, or
2. The application is incomplete, or
3. If completed as proposed in the application, the development will not comply with one or more requirements of this chapter. (The "chapter" in this context is the UDO).

**Existing Use:**

Shopping Center

**Proposed Use:**

Nightclub

Furthermore, as directed by §152-54(D), even if the Board finds that the application complies with all other provisions of this chapter, it may still deny the permit if it concludes, based upon the information submitted, that if completed as proposed, the development, more probably than not,

**Prepared by:**

Pamela Graham,  
Planning Director

1. Will materially endanger the public health or safety, or
2. Will substantially injure the value of adjoining or abutting property, or
3. Will not be in harmony with the area in which it is to be located, or

4. Will not be in general conformity with the land-use plan, thoroughfare plan, or other plan specifically adopted by the Town Board.

Following a recommendation by the Planning Board to the Town Board for approval or denial of an application, the item will be scheduled for a public hearing where public input can be accepted by the Town Board in advance of a final decision. The Town Board acts in a quasi-judicial capacity when considering a conditional use permit application and shall consider the recommendations of the Planning Board and staff in their decision. Though they are not bound by those recommendations, they are required to use the same criteria in formulating their decision as is used by the Planning Board in their recommendation.

In considering whether to approve an application for a conditional use permit, the Town Board shall proceed according to the following format:

1. A simple majority vote is required to approve any motion related to the issuance of a conditional use permit.
2. The Town Board shall consider whether the application is complete. If the Town Board concludes that the application is incomplete and the applicant refuses to provide the necessary information, the application shall be denied. A motion to this effect shall specify either the particular type of information lacking or the particular requirement with respect to which the application is incomplete. If a motion to this effect is not approved, this shall be taken as an affirmative finding by the board that the application is complete.
3. The Town Board shall consider whether the application complies with all of the applicable requirements of the UDO. If a motion to this effect passes, the Town Board need not make further findings concerning such requirements. If a motion fails or is not made then a motion shall be made that the application be found not in compliance with one or more of the requirements of the UDO. Such a motion shall specify the particular requirements the application fails to meet. Separate votes may be taken with respect to each requirement not met by the application. It shall be conclusively presumed that the application complies with all requirements not found by the Town Board to be unsatisfied through this process.
4. If the Town Board concludes that the application fails to comply with one or more requirements of this chapter, the application shall be denied. If the Town Board concludes that all such requirements are met, it shall issue the permit unless it adopts a motion to deny the application for one or more of the reasons set forth in subsection 152-54(D). Such a motion shall propose specific findings, based upon the evidence submitted, justifying such a conclusion. (*§152-54(D) may be found at the bottom of page 1 of this document*)

Subsequent to an approved CUP, the applicant will be required to submit additional information as determined to be necessary for staff review to insure that the development has met all Federal, State and local regulations and permitting requirements, as well as any conditions attached to the CUP approval. No permits authorizing operation shall be issued until compliance with all applicable regulations and conditions has been demonstrated.

**Zoning** (Exhibit attached)

The property is located on Highway 5 near the northeastern boundary of Aberdeen's town limits. Sandhills Shopping Center is home to Sandhills Bowling Center and Food Lion. Unit #135, near the midpoint of the center, is the structure proposed by the applicant for this use. The HC District extends to the south of the

shopping center on both sides of NC 5 for approximately .25 mile, with Pinehurst ETJ immediately to the north. The HC District was established primarily for those businesses that serve the travelling public, require large areas for display of goods and are not oriented to the pedestrian shopper. Because this district is generally located adjacent to main thoroughfares where it is subject to public view, uses within the district should provide an appropriate appearance, ample parking, suitable landscaping, and safe pedestrian access and connectivity. Nightclubs and other types of bars other than Neighborhood Bars are permitted in the HC District with a conditional use permit.

The attached Vicinity Zoning map shows the parcel abuts other HC zoned properties on all sides with the exception of a Manufactured Home (MH) zoned property off the southwest corner across Ampersand Road. The properties immediately to the east and west are currently vacant. The nearest residence is located approximately 435 linear feet from the building, on Ampersand Road.

#### **Existing Site Conditions** (Exhibit attached)

Sandhills Shopping Center Unit #135, currently vacant, is a one story structure containing approximately 9,500 square feet. Other tenants in the center include Sandhills Bowling Center, Food Lion, Vito's Restaurant, Liberty Tax, and Subway. The center provides four (4) customer access points, two from Highway 5 and one each from Dawkins Street and Ampersand Road, as well as an additional service entry drive from Ampersand. Existing parking is adequate to meet UDO requirements at one space per 100 square feet for restaurant/bars/nightclubs, and minimum of three spaces per 1,000 square feet and a maximum of four spaces per 1,000 square feet for shopping centers. The requirement calculation is a minimum of 363 spaces and a maximum of 447. There are 384 existing spaces currently serving the center.

#### **Description of Proposal**

The applicant proposes a nightclub with expected operating hours of weekend nights only and will remain closed on weeknights. The application states that conflicts with other businesses in the center will be avoided by operating during hours when many of the other businesses are closed. They have also stated that security personnel will be hired to ensure that the club maintains safety and order. The operation will be contained to the interior of the building and will be required to abide by Aberdeen's noise ordinance. The applicant intends to serve alcohol during business hours. No exterior changes to the building are anticipated with the exception of signage, which will be considered under separate application. *Staff has deemed the application to be complete.*

#### **General Conformity with Plans**

The 2030 Land Development Plan Future Land Use Map adopted in 2005 identifies this project area as commercial, which is consistent with the current zoning and the existing uses on the property. The Plan itself does not address the type of operation proposed in this application.

The Aberdeen Bicycle Plan recommends bicycle parking in commercial areas of Aberdeen. Pending approval from the applicant's landlord and that no concerns arise regarding obstruction on the walkway parallel to the building, bicycle parking is recommended near the entrance to the building.

Proposals such as that requested with this application are not addressed in other plans adopted by the town and the change of use does not require consideration of compliance with the Green Growth Toolbox. *The proposal is considered by staff to be in general conformity with plans adopted by the Town Board due to the commercial nature of the proposed use.*

### **Findings of Fact**

The Town Board must consider the following findings of fact in their decision regarding conditional use permits, and even if they find that an application complies with all other provisions of the UDO, may still deny a permit if it concludes, based upon the information submitted at the hearing, that the development, more probably than not:

1. Will the activity materially endanger public health or safety? *The application states that the establishment will operate abiding by all laws and will take extra measures to ensure public health, safety, morals and general welfare. An example cited is the commitment to hire private security personnel to make sure order and safety are maintained.*
2. Will it substantially injure the value of adjoining or abutting property? *The application states that the use will not in any way be injurious to the use and enjoyment of other property in the vicinity. The use will be consistent with those permitted in the district, will be contained to the interior of the building, will be adequately served by existing parking, and will abide by all state and local ordinances, including those related to noise. The business intends to operate only during nighttime hours on weekends.*
3. Will it not be in harmony in the area in which it is to be located? *The application states that the use will be in harmony with the area in which it is to be located in that the area has at least one existing entertainment related business and that the use will add to the development of the shopping center by filling a vacant storefront. It further states that the use will not interfere with any of the normal and orderly development or improvement of surrounding properties.*
4. Will it not be in general conformity with the Land Use Plan or other plans specifically adopted by the Board? *The proposal is in general conformity with the 2030 Land Development Plan. Staff has recommended a condition to bring the proposal into conformity with the Aberdeen Pedestrian Plan, and the proposal is not inconsistent with other plans adopted by the Town Board.*

### **Recommendations and Suggested Motions**

During their December 18, 2014 regular meeting, the Planning Board recommended approval with amended conditions of CU #14-07; those amendments are indicated in red type in the list of Recommended Conditions provided below.

Staff recommends that the Board accept public input during the Public Hearing on January 26, 2015 and render a decision at their earliest convenience. The following motion format is recommended.

- Motion 1: CU #14-07 (is/is not) complete as submitted.
- Motion 2: CU #14-07, if completed as proposed, (will comply with all/will not comply with one or more) requirements of the UDO. If not, specify the requirement(s).
- Motion 3: CU #14-07 (satisfies/does not satisfy) Finding #1: will not endanger public health or safety. If not, list why.
- Motion 4: CU #14-07 (satisfies/does not satisfy) Finding #2: will not substantially injure the value of adjoining or abutting property. If not, list why.
- Motion 5: CU #14-07 (satisfies/does not satisfy) Finding #3: will be in harmony with the area in which it is located. If not, list why.
- Motion 6: CU #14-07 (satisfies/does not satisfy) Finding #4: will be in general conformity with Land Use Plan or other plans specifically adopted by the Board. If not, list why.

**Per UDO §152-54(c), If the Board votes that the application is not complete as submitted (Motion #1), or that the proposal will not comply with one or more requirements of the UDO if completed as proposed (Motion #2), the application may not be approved.**

Motion 7: Based on the Findings of Fact and the evidence presented, the Board of Commissioners:

- Issues denial of CU #14-07 based on the following: \_\_\_\_\_.
- Issues approval of CU #14-07.
- Issues approval with conditions of CU #14-07 as follows.

**Recommended Conditions** (Planning Board recommended amendments to the conditions are indicated in red)

1. Conditional Use Permits (CUPs) run with the land and as such CU #14-07 applies to the entirety of the property reflected in Parcel ID #00051524. An amendment to the CUP is needed to remove property from the CUP or to make changes to the CUP. If an activity is a use by right, it is not subject to the CUP.
2. Building and Fire Inspections and Town of Aberdeen Business License are to be required prior to beginning operation, all to be coordinated through Planning and Inspections Departments.
3. Proposed building renovations are to be approved by Town of Aberdeen Building Inspectors and shall meet all applicable codes.
4. Any and all required permits and/or approvals from other regulatory agencies must be in place prior to issuance of a Notice to Proceed by the Planning Department.
5. In the absence of objections from the property owner, and provided that adequate walkway exists to safely accommodate pedestrians, a designated area for bicycle parking and bicycle racks to

accommodate a minimum of two bicycles ~~will be required~~ is recommended for the property prior to operation of the use.

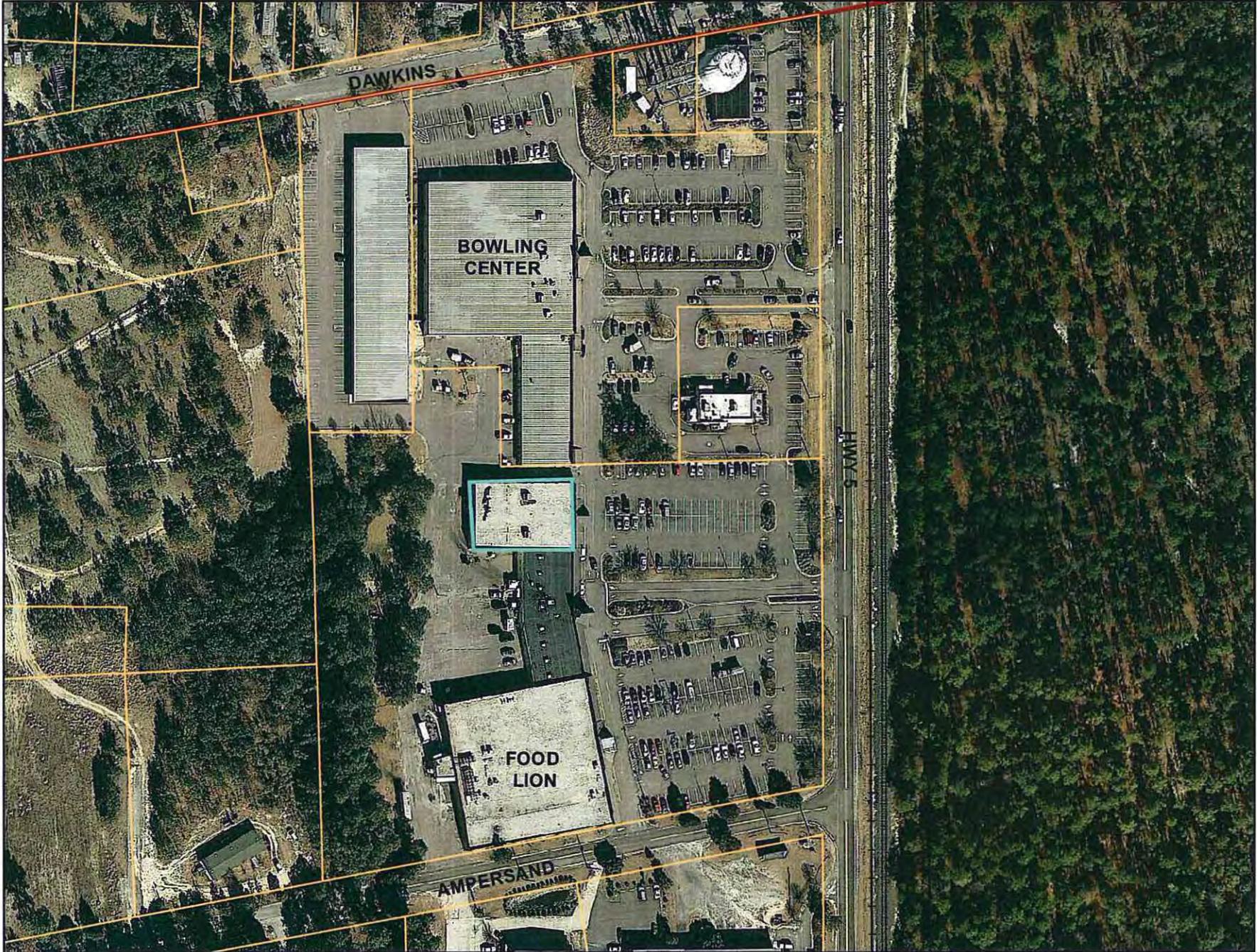
6. Approval of the CUP shall not imply approval of signage. Sign permit applications consistent with the requirements of the UDO shall be reviewed and approved by the department prior to installation.
7. The operation will be required to comply with Town of Aberdeen noise regulations.
8. A written review of the security plan, to include the use of off duty officers and others as well as adequate lighting around the facility (specifically the alley adjacent to the building and behind the facility, shall be provided to staff prior to issuance of a Notice to Proceed. Approval of the CUP is contingent upon a positive assessment of the security plan by the Aberdeen Police Department.
9. Hours of operation shall be limited to Friday and Saturday from 9:00 pm to 2:00 am and the same hours on Sunday if the following Monday is a recognized holiday.

Enclosures: Vicinity Zoning Map  
Aerial Image  
Draft Findings of Fact (Approval)  
Draft Findings of Fact (Denial)

# Conditional Use Permit CU #14-07 – Vicinity Zoning



	B-1		C-I		HC		RA		R15-12		R30-18		R10-10-C		Aberdeen ETJ
	B-2		I-H		O-I		R6-10		R18-14		C-I-C		R20-16-C		Other Jurisdiction
	B-3		GC		MH		R10-10		R20-16		I-H-C				



Conditional Use Permit CU #14-07 - Aerial Image

**FINDINGS OF FACT AND DECISION  
OF THE TOWN OF ABERDEEN BOARD OF COMMISSIONERS**

**Case Number:** Conditional Use Permit CU#14-07

**Hearing:** The Town of Aberdeen conducted a Public Hearing on January 26, 2015 to consider Conditional Use Permit application CU#14-07 as submitted by Marbella Ilagor Zarco to allow a nightclub on property including all or part of PID #00051524, located at 1680 NC Highway 5.

**FINDINGS OF FACT**

1. Twenty-two Hundred One Pinehurst, LLC is the owner of record of property identified as PID #00051524.
2. On December 5, 2014, Marbella Ilagor Zarco (APPLICANT) submitted an application for a Conditional Use Permit to operate a nightclub on said property. The application was determined to be complete by staff.
3. On December 18, 2014 the Town of Aberdeen Planning Board voted unanimously to recommend approval of the conditional use permit application to the Town of Aberdeen Board of Commissioners.
4. The property was posted and parties duly noticed.
5. The proposed site details are as follows:

<b>Zoning</b>	HC (Highway Commercial)
<b>Adjacent Zoning</b>	North: HC East: HC South: HC, MH (Manufactured Home) West: HC
<b>Watershed</b>	Property is not located in a protected watershed
<b>Floodplain</b>	N/A
<b>Existing Use in Vicinity Project Area</b>	Commercial with closest residential use approximately 435 linear feet from the structure
<b>Existing Use on Property</b>	Commercial

6. Nightclubs are permitted in the Highway Commercial Zoning District; The Unified Development Ordinance requires that such uses obtain a conditional use permit.
7. On January 26, 2015 the Board of Commissioners held a public hearing on the conditional use permit application. The applicant was present to address the Board and respond to questions.
8. Planning Director Pamela Graham presented the proposal and staff report which were entered into the record.
9. If constructed in accordance with the proposal submitted and in compliance with the Town's Ordinances and Codes, the establishment, maintenance, or operation of the subdivision will not materially endanger the public health or safety, will not substantially injure the value of adjoining or abutting property, and will be in harmony with the area in which it is to be located.

10. If constructed in accordance with the proposal submitted and in compliance with the Town's Ordinances and Codes, the nightclub operation will be in general conformity with the 2030 Land Development Plan Future Land Use Map's designation of the project area for commercial uses.
11. That the conditional use shall, in all other respects, conform to the applicable regulations of the HC Zoning District in which it is to be located, except as such regulations may be modified by the Board of Commissioners pursuant to the recommendation of the Planning Board.

**CONCLUSIONS OF LAW**

1. Aberdeen Unified Development Ordinance §152-60 provides for the ability of the Board of Commissioners to attach such reasonable requirements as to ensure that the development meets the following standards for Special Use and Conditional Use Permits:
  - Will not endanger the public health or safety,
  - Will not injure the value of adjoining or abutting property,
  - Will be in harmony with the area in which it is located, and
  - Will be in general conformity with the land-use plan, thoroughfare plan, or other plan officially adopted by the Town Board.
2. That the Town of Aberdeen Board of Commissioners has jurisdiction over the persons and subject matter in this action and that the parties are properly before this Board.
3. That the applicant, Marbella Ilagor Zarco, has satisfied all of the requisite standards pursuant to the Town of Aberdeen Unified Development Ordinance subject to conditions.

**DECISION**

Based on these Findings of Fact and Conclusions of Law, the application for Conditional Use Permit CU #14-07 is approved subject to the following conditions.

- a. Conditional Use Permits (CUPs) run with the land and as such CU #14-07 applies to the entirety of the property reflected in Parcel ID #00051524. An amendment to the CUP is needed to remove property from the CUP or to make changes to the CUP. If an activity is a use by right, it is not subject to the CUP.
- b. Building and Fire Inspections and Town of Aberdeen Business License are to be required prior to beginning operation, all to be coordinated through the Planning and Inspection Department.
- c. Proposed building renovations are to be approved by Town of Aberdeen Building Inspectors and shall meet all applicable codes.
- d. Any and all required permits and/or approvals from other regulatory agencies must be in place prior to issuance of a Zoning Permit by the Planning Department.
- e. In the absence of objections from the property owner, and provided that adequate walkway exists to safely accommodate pedestrians, a designated area for bicycle

**DRAFT - APPROVAL**

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parking and bicycle racks to accommodate a minimum of two bicycles is recommended for the property prior to operation of the use.

- f. Approval of the CUP shall not imply approval of signage. Sign permit applications consistent with the requirements of the UDO shall be reviewed and approved by the Planning Department prior to installation.
- g. The operation will be required to comply with Town of Aberdeen noise regulations.
- h. A written review of the security plan, to include the use of off duty officers and others as well as adequate lighting around the facility (specifically the alley adjacent to the building and behind the facility), shall be provided to staff prior to issuance of a Zoning Permit. Approval of the CUP is contingent upon a positive assessment of the security plan by the Aberdeen Police Department.
- i. Hours of operation shall be limited to Friday and Saturday from 9:00 pm to 2:00 am and the same hours on Sunday if the following Monday is a recognized holiday.

The foregoing Findings on motion of Commissioner \_\_\_\_\_, seconded by Commissioner \_\_\_\_\_, is adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

Ayes: \_\_\_\_\_

Nos: \_\_\_\_\_

Absent or Excused: \_\_\_\_\_

Dated: \_\_\_\_\_

\_\_\_\_\_  
Robert A. Farrell, Mayor

ATTEST:

\_\_\_\_\_  
Regina M. Rosy, Town Clerk

**FINDINGS OF FACT AND DECISION  
OF THE TOWN OF ABERDEEN BOARD OF COMMISSIONERS**

**Case Number:** Conditional Use Permit CU#14-07

**Hearing:** The Town of Aberdeen conducted a Public Hearing on January 26, 2015 to consider Conditional Use Permit application CU#14-07 as submitted by Marbella Ilagor Zarco to allow a nightclub on property including all or part of PID #00051524, located at 1680 NC Highway 5.

**FINDINGS OF FACT**

1. Twenty-two Hundred One Pinehurst, LLC is the owner of record of property identified as PID #00051524.
2. On December 5, 2014, Marbella Ilagor Zarco (APPLICANT) submitted an application for a Conditional Use Permit to operate a nightclub on said property. The application was determined to be complete by staff.
3. On December 18, 2014 the Town of Aberdeen Planning Board voted unanimously to recommend approval of the conditional use permit application to the Town of Aberdeen Board of Commissioners.
4. The property was posted and parties duly noticed.
5. The proposed site details are as follows:

<b>Zoning</b>	HC (Highway Commercial)
<b>Adjacent Zoning</b>	North: HC East: HC South: HC, MH (Manufactured Home) West: HC
<b>Watershed</b>	Property is not located in a protected watershed
<b>Floodplain</b>	N/A
<b>Existing Use in Vicinity Project Area</b>	Commercial with closest residential use approximately 435 linear feet from the structure
<b>Existing Use on Property</b>	Commercial

6. Nightclubs are permitted in the Highway Commercial Zoning District; The Unified Development Ordinance requires that such uses obtain a conditional use permit.
7. On January 26, 2015 the Board of Commissioners held a public hearing on the conditional use permit application. The applicant was present to address the Board and respond to questions.
8. Planning Director Pamela Graham presented the proposal and staff report which were entered into the record.
9. If completed and operated in accordance with the proposal submitted and in compliance with the Town's Ordinances and Codes, the establishment, maintenance, or operation of the subdivision **will/will not** materially endanger the public health or safety, **will/will not** substantially injure the value of adjoining or abutting property, and **will/will not** be in harmony

## DRAFT - DENIAL

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with the area in which it is to be located. *(Specific justification to support the statement "will not" must be provided).*

10. If constructed in accordance with the proposal submitted and in compliance with the Town's Ordinances and Codes, the nightclub operation will be in general conformity with the 2030 Land Development Plan Future Land Use Map's designation of the project area for commercial uses.
11. That the conditional use shall, in all other respects, conform to the applicable regulations of the HC Zoning District in which it is to be located, except as such regulations may be modified by the Board of Commissioners pursuant to the recommendation of the Planning Board.

### CONCLUSIONS OF LAW

1. Aberdeen Unified Development Ordinance §152-60 provides that even if the Board of Commissioners finds that the application complies with all other provisions of the UDO, it may still deny the permit if it concludes, based upon the information submitted, that if completed as proposed, the development more probably than not,
  - a) **Will/will not** endanger the public health or safety, or
  - b) **Will/will not** substantially injure the value of adjoining or abutting property, or
  - c) **Will/will not** be in harmony with the area in which it is located, and
  - d) **Will/will not** be in general conformity with the land-use plan, thoroughfare plan, or other plan officially adopted by the Town Board.
2. That the Town of Aberdeen Board of Commissioners has jurisdiction over the persons and subject matter in this action and that the parties are properly before this Board.
3. That the applicant, Marbella Ilagor Zarco, has not satisfied all of the requisite standards pursuant to the Town of Aberdeen Unified Development Ordinance, and in particular, use of the property for a nightclub \_\_\_\_\_.

### DECISION

Based on these Findings of Fact and Conclusions of Law, the application for Conditional Use Permit CU #14-07 is denied.

DRAFT - DENIAL

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The foregoing Findings on motion of Commissioner \_\_\_\_\_, seconded by  
Commissioner \_\_\_\_\_, is adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2015.

Ayes: \_\_\_\_\_

Nos: \_\_\_\_\_

Absent or Excused: \_\_\_\_\_

Dated: \_\_\_\_\_

\_\_\_\_\_  
Robert A. Farrell, Mayor

ATTEST:

\_\_\_\_\_  
Regina M. Rosy, Town Clerk



## TOWN OF ABERDEEN AGENDA ITEM ACTION REQUEST FORM

**This form must be completed and attached to all supporting documentation for items to be included on the Town of Aberdeen Board agenda. One (1) form per agenda item.**

**Submitted By:** Beth F. Wentland **Department:** Finance

**Contact Phone #** 910-944-4502 **Date Submitted:** 1/22/2015

**Agenda Item Title:** Project Budget Ordinance for the Ray's Mill Pond Park Project

**Work Session - Board Action (date of meeting should be filled in on line) :**  
Information Only \_\_\_\_\_  
Public Hearing \_\_\_\_\_  
Approval at work session - immediate action \_\_\_\_\_

**Regular Board Meeting - Board Action (date of meeting should be filled in on line):**  
New Business  \_\_\_\_\_ Information Only \_\_\_\_\_  
Old Business \_\_\_\_\_ Consent Agenda \_\_\_\_\_  
Public Hearing \_\_\_\_\_ Informal Discussion & Public Comment \_\_\_\_\_  
Other Business \_\_\_\_\_

**Summary of Information:**  
Attached please find the project budget ordinance for the Ray's Mill Pond Park Project. This document is now ready for the Board's consideration and adoption.  
  
Much thanks,  
Beth  
  
**Special requests (i.e. Needs to be first on the agenda due to schedule of guest, etc.):**

TOWN OF ABERDEEN

NC PARKS AND RECREATION TRUST FUND (PARTF)  
PROJECT AGREEMENT

PROJECT BUDGET ORDINANCE

BE IT ORDAINED, by the Town of Aberdeen Board of Commissioners, that pursuant to Chapter 159, Section 13.2, Subsection (2) of the General Statutes of North Carolina, the following grant ordinance is hereby adopted:

Section 1: The project authorized is the Ray's Mill Pond Park Acquisition and Development, which is described in the grant project agreement between this unit and the Division of Parks and Recreation of the NC Department of Environment and Natural Resources. This project is more familiarly known as the PARTF – Ray's Mill Pond Park Project (Project # 2011-682).

Section 2: The officers of this unit are hereby directed to proceed with the grant project within the terms of the grant documents, the rules and regulations of the NC Division of Parks and Recreation, and the budget contained herein.

Section 3: The following revenues are anticipated to be available to complete this project:

PARTF Grant Revenue	\$ 219,500
Town Funding:	
Transfer-In from General Fund	\$ 124,204
Total Project Revenues	<u>\$ 343,704</u>

Section 4: The following expenditures are appropriated for the project:

Outdoor Nature Center	\$ 40,222
Walking Trail	\$ 22,500
Pond Improvements	\$ 91,302
Site Amenities	\$ 13,000
Site Prep	\$ 45,385
Entrance Road & Parking Area	\$ 26,000
Electrical Underground Service	\$ 5,395
Surveying/Appraisal Costs	\$ 7,000
Other Clearing/Debris Cleanup	\$ 36,000
Fees & Permits	\$ 1,000
Other Surveying Costs	\$ 2,000
Other Utility Costs	\$ 5,000
Other Paving Costs	\$ 6,000
Erosion Control	\$ 15,000
Contingency	\$ 5,000
Grant Administration	\$ 22,900
Total Project Expenditures	<u>\$ 343,704</u>

- Section 5: The Finance Officer is hereby directed to maintain within the Grant Project Fund sufficient specific detailed accounting records to provide the accounting to the grantor agency required by the grant agreement(s) and federal and state regulations.
- Section 6: Requests for funds should be made to the grantor agency in an orderly and timely manner as funds are obligated and expenses incurred.
- Section 7: The Finance Officer is directed to report quarterly on the financial status of each project element in Section 4 and on the total grant revenues received or claimed.
- Section 8: The Finance Officer is directed to include a detailed analysis of past and future costs and revenues on this grant project in every budget submission made to this board.
- Section 9: Copies of this grant project ordinance shall be made available to the Finance Officer for direction in carrying out this project.

ADOPTED, this the \_\_\_\_\_ day of \_\_\_\_\_, 2015.

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Robert A. Farrell, Town Mayor  
Town of Aberdeen

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Regina Rosy, Town Clerk  
Town of Aberdeen

(Seal)



## TOWN OF ABERDEEN AGENDA ITEM ACTION REQUEST FORM

**This form must be completed and attached to all supporting documentation for items to be included on the Town of Aberdeen Board agenda. One (1) form per agenda item.**

**Submitted By:** Beth F. Wentland **Department:** Finance

**Contact Phone #** 910-944-4502 **Date Submitted:** 1/22/2015

**Agenda Item Title:** Project Budget Ordinance for the Wells 5 & 9 Replacement Project

<b>Work Session - Board Action (date of meeting should be filled in on line) :</b>	
<b>Information Only</b> _____	
<b>Public Hearing</b> _____	
<b>Approval at work session - immediate action</b> _____	
<b>Regular Board Meeting - Board Action (date of meeting should be filled in on line):</b>	
<b>New Business</b> <input checked="" type="checkbox"/> _____	<b>Information Only</b> _____
<b>Old Business</b> _____	<b>Consent Agenda</b> _____
<b>Public Hearing</b> _____	<b>Informal Discussion &amp; Public Comment</b> _____
<b>Other Business</b> _____	

**Summary of Information:**

Attached please find the project budget ordinance for the Wells 5 & 9 Replacement Project. The estimated costs are "mostly" covered by a \$700,000 DOT grant, with the Town covering the difference.

This document is now ready for the Board's consideration and adoption.

Much thanks,  
Beth

**Special requests (i.e. Needs to be first on the agenda due to schedule of guest, etc.):**

PROJECT BUDGET ORDINANCE

Project to Replace Wells 5 & 9 -  
Identified by EPA as the -  
"Aberdeen TCE-Contaminated Groundwater"

Town of Aberdeen, North Carolina

BE IT ORDAINED, by the Town of Aberdeen Board of Commissioners, that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following project ordinance is hereby adopted:

**Section 1:** The project authorized is described in the project agreement (Agreement ID # 5024) between this unit and the North Carolina Department of Transportation. The purpose of this project is to replace Wells 5 & 9 and this is an area of groundwater contamination identified by the Environmental Protection Agency (EPA) and the location is more familiarly known as the "Aberdeen TCE-Contaminated Groundwater".

**Section 2:** The officers of this unit are hereby directed to proceed with the grant project within the terms of the grant documents, the rules and regulations of the North Carolina Department of Transportation, and the budget contained herein.

**Section 3:** The following revenues are anticipated to be available to complete this project.

Project Revenues:

Grant Proceeds	\$ 700,000
Transfer-in from Water/Sewer Fund	\$ 22,850
<b>Total Project Revenues</b>	<b>\$ 722,850</b>

**Section 4:** The following expense amounts are appropriated for the project:

Project Expenses:

Construction	\$ 543,000
Engineering & Design	\$ 98,400
Contingency	\$ 81,450
<b>Total Project Expenses</b>	<b>\$ 722,850</b>

**Section 5:** The Finance Officer is hereby directed to maintain within the Grant Project Fund sufficient and specific detailed accounting records to provide the accounting to the grantor agency required by the grant agreement(s) and state regulations.

**Section 6:** Requests for funds should be made to the grantor agency in an orderly and timely manner. All other funds must be expended before requesting funds from the grantor agency.

Section 7: The Finance Officer is directed to report quarterly on the financial status of each project element in Section 4 and on the total grant revenues received or claimed.

Section 8: The Finance Officer is directed to include a detailed analysis of past and future costs and revenues on this grant project in every budget submission made to the Board.

Section 9: Copies of this grant project ordinance shall be made available to the Finance Officer for direction in carrying out this project.

ADOPTED, this the \_\_\_\_\_ day of \_\_\_\_\_, 2015.

\_\_\_\_\_  
Robert A. Farrell, Mayor  
Town of Aberdeen

Attest:

\_\_\_\_\_  
Regina M. Rosy, Town Clerk  
Town of Aberdeen

(Seal)



## TOWN OF ABERDEEN AGENDA ITEM ACTION REQUEST FORM

**This form must be completed and attached to all supporting documentation for items to be included on the Town of Aberdeen Board agenda. One (1) form per agenda item.**

**Submitted By:** Daniel Martin **Department:** Planning

**Contact Phone #** 910.944.4506 **Date Submitted:** 1/20/15

**Agenda Item Title:** Grants Update Presentation

<b>Work Session - Board Action (date of meeting should be filled in on line) :</b>	
Information Only _____	
Public Hearing _____	
Approval at work session – immediate action _____	
<b>Regular Board Meeting – Board Action (date of meeting should be filled in on line):</b>	
New Business _____	Information Only <sup>x</sup> _____
Old Business _____	Consent Agenda _____
Public Hearing _____	Informal Discussion & Public Comment _____
Other Business _____	

**Summary of Information:**

The purpose of this item is to update the board on all "off schedule" grants managed by the Planning Dept.

**Special requests (i.e. Needs to be first on the agenda due to schedule of guest, etc.):**

**Town of Aberdeen**  
**Planning Department-Related Grants**  
**Status Updates**

**ABERDEEN BOARD OF COMMISSIONERS**

**Regular Board Meeting**

**Monday, January 26<sup>th</sup>, 2015**

# Grant Status Summary

- All grants are “on schedule” with an exception for the following five:
  - #07-D-2451 (ITPP – Sewer Improvements)
  - #2013-125-60501-118 (Project Huggies)
  - #11-C-2331 (2011 SBEA)
  - #12-C-2438 (2012 SBEA)
  - #2013-088-60501-118 (Meridian Expansion Project)

# #07-D-2451 / CDBG (ITPP – Sewer Improvements)

- Close-out date: 2/6/2015
- Award Amount: \$243,000

## Activity

- ❖ Sewer
- ❖ Administration
- ❖ Job Creation

## Performance

On Schedule  
On Schedule  
Off Schedule

# #2013-125-60501-118 / Building Reuse (Project Huggies)

- Close-out date: 2/27/2015
- Award amount: \$175,000

## Activity

- ❖ Building Reuse costs
- ❖ Job Creation

## Performance

- On Schedule
- Off Schedule

# 11-C-2331 (2011 SBEA)

- Close-out date: 4/16/2015
- Award amount: \$225,000

## Activity

- ❖ Administration
- ❖ Planning
- ❖ Machinery & Equipment
- ❖ Commercial Rehab
- ❖ Job Creation

## Performance

Complete  
Complete  
Complete  
Complete  
Off Schedule

# 12-C-2438 (2012 SBEA)

- Close-out date: 1/19/2016
- Award amount: \$225,000

## Activity

- ❖ Administration
- ❖ Planning
- ❖ Machinery & Equipment
- ❖ Commercial Rehab
- ❖ Job Creation

## Performance

On Schedule  
On Schedule  
Off Schedule  
Off Schedule  
Off Schedule

# #2013-088-60501-118 (Meridian Expansion Project)

- Close-out date: 12/5/2015
- Award amount: \$150,000

## Activity

- ❖ Building Reuse costs
- ❖ Job Creation

## Performance

Off Schedule  
Off Schedule