



Vision Statement:

As the Town of Aberdeen grows, we will retain our unique history and character and provide the services and amenities to continuously enhance the quality of life for our citizens.

Agenda
Work Session
Aberdeen Town Board

February 8, 2016
Monday, 6:00 p.m.

Robert N. Page Municipal Building
Aberdeen, North Carolina

1. Automated Metering Infrastructure (AMI) Presentation. **Information Only**
2. Aberdeen Representation on the Triangle Area Rural Planning Organization (TARPO). **Information Only**
3. Discussion of the Town's Sign Regulations. **Discussion Only**
4. Contiguous Voluntary Annexation #49-016 for property located at 131 Michael Lane.
 - a. Accept petition for annexation. **Consider approval at Work Session**
 - b. Accept Clerk's Certificate of Sufficiency. **Consider approval at Work Session**
 - c. Resolution Fixing the Date of Public Hearing on the Annexation with the Public Hearing to be held on February 22, 2016. **Consider approval at Work Session**
5. Mid-Year Budget Amendments. **Consider approval at Work Session**
6. Budget Calendar. **Information Only**
7. Other Business.
8. 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.



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: Bill Zell **Department:** Administration

Contact Phone # _____ **Date Submitted:** 2/1/2016

Agenda Item Title: Automated Metering Infrastructure (AMI) Presentation

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:

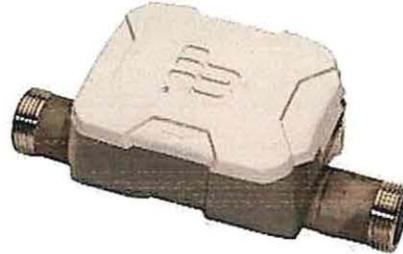
Andy Honeycutt with MeterSis will be here to go over the AMI Project.

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

Town of Aberdeen Smart Metering Program Overview



February 8, 2016



CONFIDENTIAL AND PROPRIETARY INFORMATION
Of MeterSYS

1

Town of Aberdeen Commission Work Session Objectives

- I. About MeterSYS- Company and Approach**
- II. Smart Metering Overview: AMR and AMI**
- III. Town of Aberdeen Utilities Existing Metering Environment**
- IV. Smart Meter Program Implementation: Metering as a Service**
- V. Next Steps**

Assess

Design

Implement

Support
Service



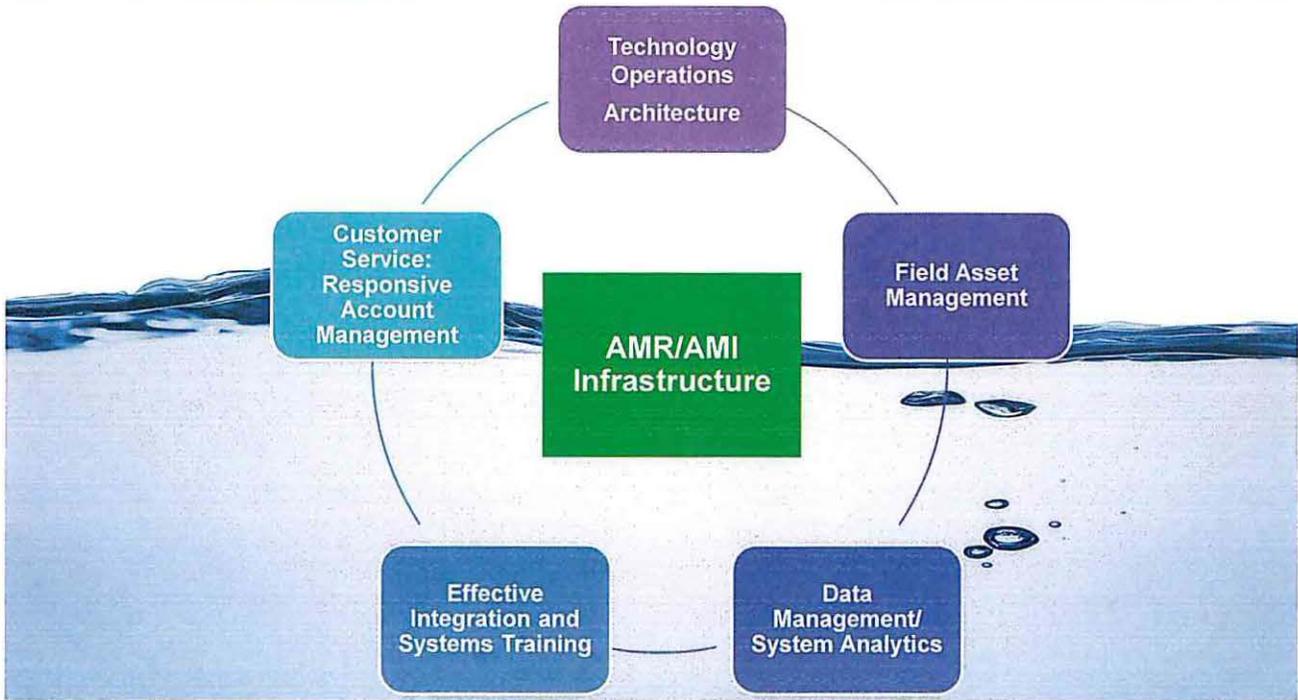
- ❑ Aberdeen, NC based metering solutions company focused on financial, operational, and customer service enhancements for public water, gas, and electric utilities
- ❑ Provides full program management support from feasibility to customer service improvements- includes DBFOM options
- ❑ Advocate for local government/utility in all areas of project delivery
- ❑ Holds vendor cooperative agreements and training support
- ❑ Neutral to the solution among industry leaders

CONFIDENTIAL AND PROPRIETARY INFORMATION
Of MeterSYS

Our Key Partners and Stakeholders



CONFIDENTIAL AND PROPRIETARY INFORMATION
Of MeterSYS



CONFIDENTIAL AND PROPRIETARY INFORMATION
Of MeterSYS

AMR	Architecture	AMI
Walk-by, Drive-by	Communications	Fixed Network
One-Way	Data Interval	Two-way
Monthly	Analytics	Hourly
Limited	Customer Service	Advanced
Reactive	Flexibility	Proactive
Static		Scalable

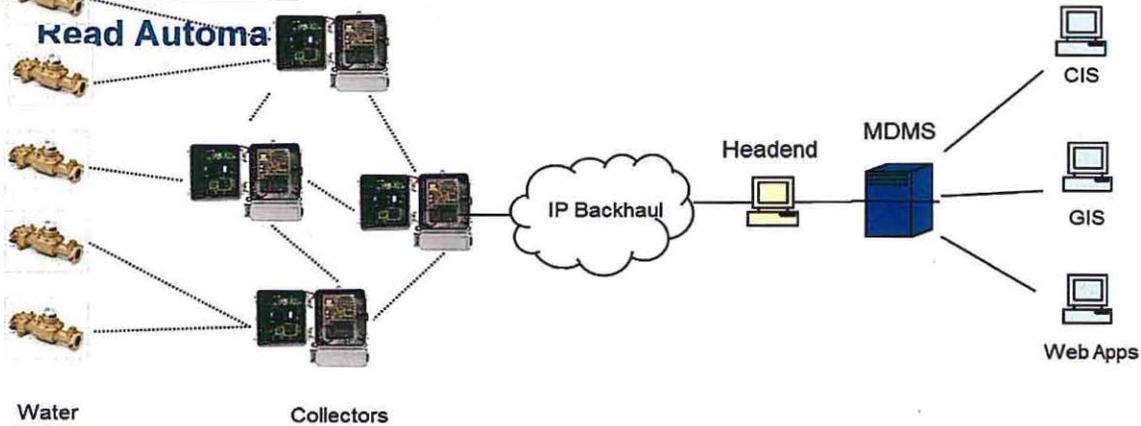


Benefits to Utility Customers

- Accuracy of Read
- Real-time Reporting
- Historical Profiling
- Consumption Management
- Real-time Analytics and Data Management
- Measuring and Sensing
- Automation and Controls
- System Optimization

Benefits to Utilities

- Read Automation



CONFIDENTIAL AND PROPRIETARY INFORMATION
Of MeterSYS



DESIGN: Planning and designing smart metering solutions scalable and aligned with utility goals



FINANCE: Evaluate capital and operational costs against avoided costs, improved revenue, and efficiencies considering OpEx and CapEx



OPERATE: Real-time support of system performance and reporting analytics

BUILD: Installation of smart meters, systems integration and supporting configuration and training

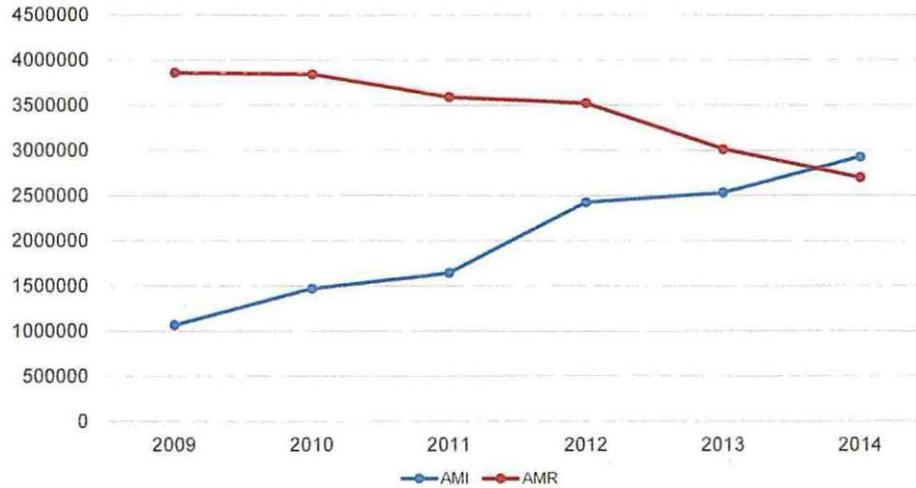


MAINTAIN: System service and planning for technology leverage, operational efficiencies, and exceptional customer service



MeterSYS focuses on AMI smart metering deployments- now comprising the majority of all new smart meters sold globally

Annual AMR/AMI Sales Comparison- Trending Lines



CONFIDENTIAL AND PROPRIETARY INFORMATION
Of MeterSYS

Town of Aberdeen Smart Metering Planning Overview



Goals for Future of Smart Metering

- Stabilize and resolve software issues involving utility billing
- Shift to monthly billing
- Eliminate manual meter reading
- Focus resources on water distribution and sewer collection responsibilities
- Improve asset management
- Use enhanced monitoring capabilities to reduce water loss
- Reduce manual utility billing processes
- Leverage technologies for innovative customer service

Overview of Project Milestones: Historical



Project Preliminary Planning and Data Gathering: April - August, 2015

- Coordination and Execution of Utility Billing Stabilization Plan
- Field Inventory Data Collection
- Program Goals Development

Design Analysis and Technology Service Estimate: July - December, 2015

- System Design Options Identification
- Vendor Pricing
- Service Levels Determination

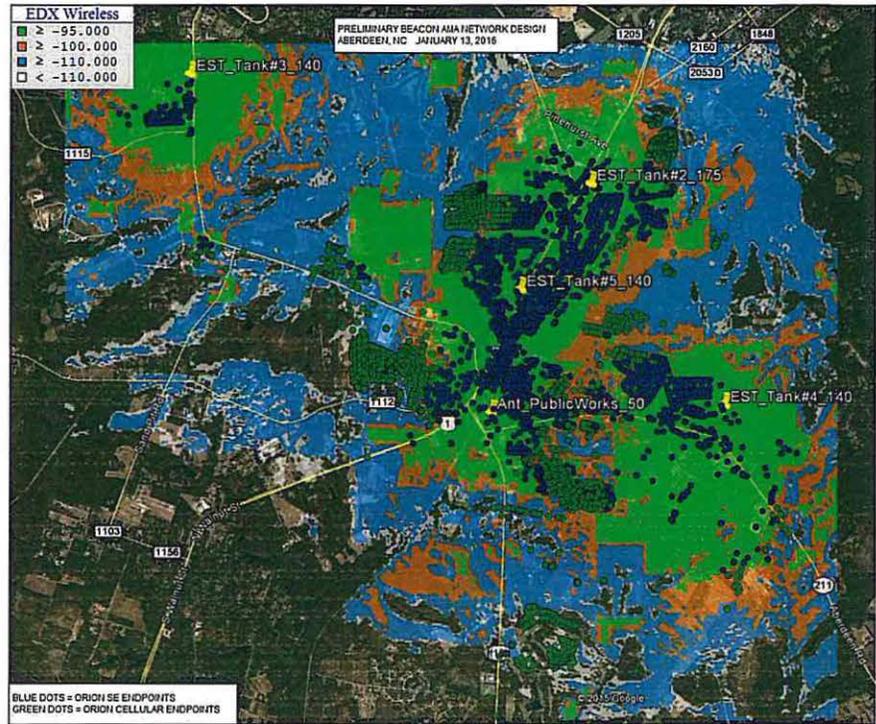
Executive Summary Report: January, 2016

- Overall Utility Goals & Objectives
- AMI Solutions Design Recommendations
- Financial Analysis and Results
- Program Phasing and Timeline Plan Development

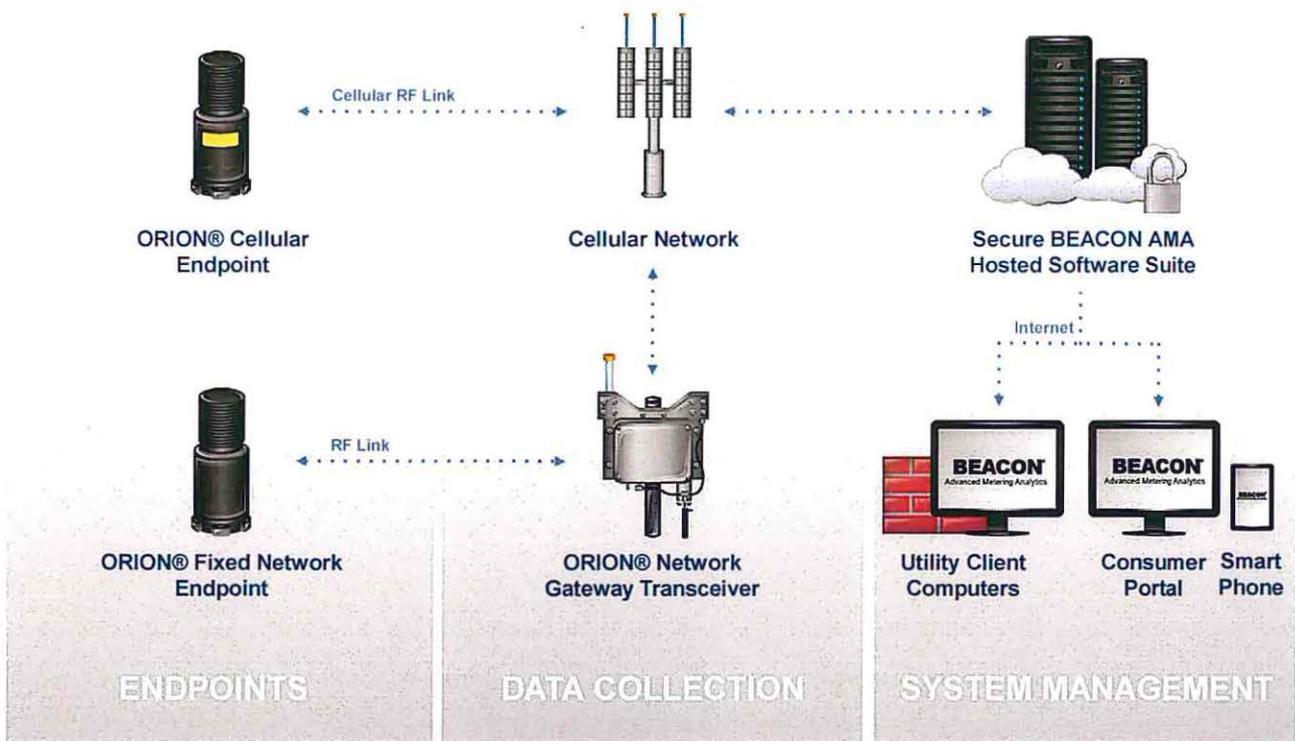
Box Type	Quantity	Meter Size	Quantity	Meter Type	Quantity
Cast Iron	3403	3/4 X 5/8	3713	Badger	94
Composite	428	1"	164	Badger/Master Meter	2
Composite/Cast Iron	132	2"	118	Hersey	10
Composite/Concrete	2	4"	4	Kent	3
Concrete	33	6"	6	Master Meter	3388
Other	6			Master Meter/Sensus	3
				Neptune	10
				Other/Blank	74
				Sensus/Rockwell	422

Vendor	Propagation Gateway Design	Qualified MDM	Configure and Transfer Gateway
Badger	Traditional: 4 Tanks, PW Antenna, 11 Pole Mounts (50' min) Hybrid Cellular: 4 Tanks, PW Antenna (2,002 RF endpoints, 2,003 cellular endpoints)	YES	Automatic
Mueller	Traditional: 5 Towers (4 Tanks, PW Antenna); 6 Repeaters (10' min)	YES	Automatic
Neptune	Traditional: 4 Tanks, PW Antenna, 6 Pole Mounts (75' min) Modified Traditional: 4 Tanks, PW Antenna, 2 Pole Mounts with augmented cellular	YES	Automatic
Sensus	Traditional: 2 Tower	YES	At Radio

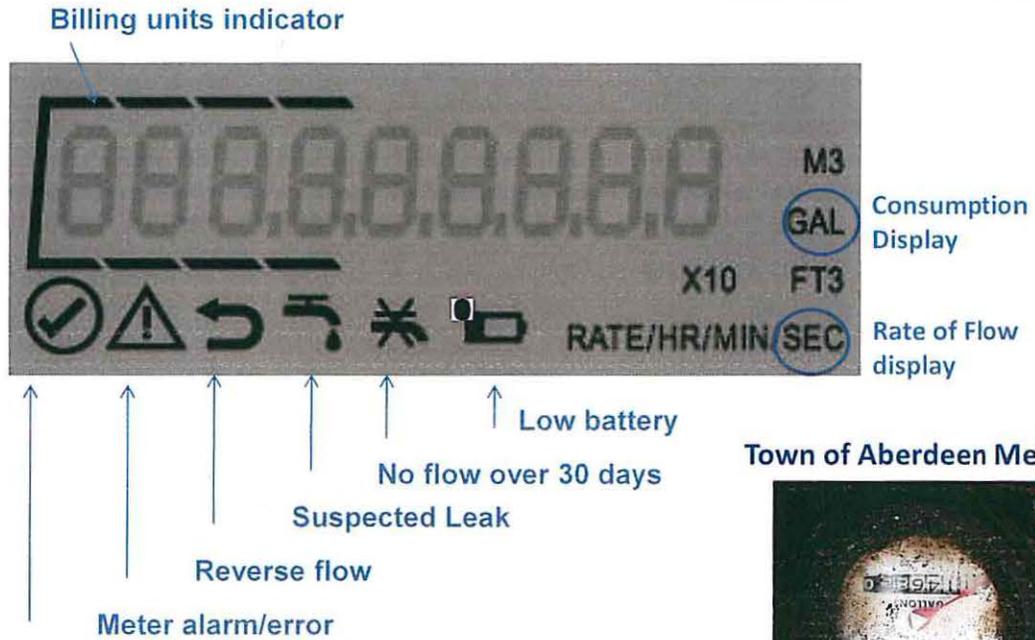
Badger propagation utilizes the existing elevated assets of the Town plus a robust cellular network to eliminate the need for additional towers and collectors



CONFIDENTIAL AND PROPRIETARY INFORMATION
Of MeterSYS



Smart Meters: Badger E-Series Encoder Register Display



Meter operating normally

CONFIDENTIAL AND PROPRIETARY INFORMATION
Of MeterSYS

Town of Aberdeen Meter



Resource Management – Proactive System Analytics



Eliminates the need to run a variety of reports to monitor exception conditions

- Metering-Based Configurations
 - Hourly / Daily Consumption
 - Consumption Percentages
 - Exceptions (Continual Usage Leaks, Cut-Wire Tamper, No Usage, Reverse Flow, Encoder Error, Water Main Leaks)
 - Inactive Account Usage
- Notification by System Dashboard, E-mail or SMS

1. **EyeOnWater Consumer Engagement Website**
2. **EyeOnWater App brings the power of EyeOnWater Online to the user’s iPhone or Android device**
3. **EyeOnWater eSummary is the delivery of usage reports right to the customer’s e-mail inbox**
4. **EyeOnWater Summary is a paper report option delivered with the water bill**



CONFIDENTIAL AND PROPRIETARY INFORMATION
Of MeterSYS

MaaS Master Service Agreement Elements

**Serving the Town of Aberdeen Through
Defined Operational Criteria**



- Less overhead for labor, training, supervision, vehicles and insurance**
- Risk mitigation for claims**
- Dedicated supervision of staff**
- Scalable and flexible workforce**
- Uniformed meter readers who are trained in customer relations**
- Ongoing safety training and incentive programs for productivity**
- Well-maintained, fuel-efficient vehicles**
- Value-Added Services available**
- Meter retrofitting or change-outs**
- Service re-connects, disconnects and non-payment services**
- Revenue protection**
- Meter maintenance, repair or programming**

- I. Stabilization of Harris SmartFusion UB**
- II. Design Specification Review and Acceptance**
- III. Service Level Determination**
- IV. Finalization of Program Agreement with Pricing Schedule**
- V. Organizational and Community Education - Smart Metering**
- VI. Deployment of Smart Meter and Network Equipment**
- VII. Software Integration and Testing with UB**
- VIII. Performance Quality Testing and Reporting Architecture**
- IX. Ongoing Support of System Operation: Maintenance and System Expansion**

- ❑ **Pre-qualified vendor list for AMI (Sensus, Mueller Systems, Badger)**
- ❑ **Minimize the number of system “break-points” (i.e. number of gateways, new untested technologies, third-party software)**
- ❑ **Balance cost with reliability and performance longevity**
- ❑ **Effective and engaged distributor support with strong installation partner**
- ❑ **Mature training program for Meter Data Management (MDM) systems**
- ❑ **Comprehensive customer portal with licensing and support costs that are reasonably priced and predictable**

- ❑ **Pre-deployment system education: internal and external communication implementation (Board, Staff, Customers)**
- ❑ **Large meter strategy (replace or retrofit)**
- ❑ **Elevated storage tanks as network gateways; use of repeaters/cellular; backhaul and power availability**
- ❑ **MaaS SLAs (System Maintenance, Reporting Expectations, Troubleshooting, Customer Contact and Communication Plans, SaaS/Licensing)**
- ❑ **Policy Alignment with Technology (Optional)**
- ❑ **Water Distribution Capital Planning (Optional)**

- System Monitoring at Meter Level and Network Level Through MDM and Database Management**
- Customized Meter Audits**
- Meter Installation (New Meter Sets)**
- System Expansion (Network)**
- RMA Management**
- Inventory Controls (Meter, Smartpoint, Box, Lid, Setter)**
- Collector and Antenna Inspections**
- Work Flow and Work Order Management Design**
- Product Lead Time Schedules**

- “Rules of Engagement” Between Customer and Service Technician and MeterSYS**
- Training/Support of Customer Service Personnel**
- Customer Complaints, Billing Disputes, Reread Requests, Site Visits, etc.**
- Internal Communication/Project Team Information (Municipal Departments, Leadership, Governing Body)**
- External Communication/Customer Engagement (Notifications, FAQ, Updates)**
- Customer Portal Design and Implementation Support**
- Compliance Support (Annual Drinking Water Quality Report, etc.)**

- ❑ Meter Data Management Configuration and Access
- ❑ Customer Portal Design
- ❑ Hosting Management
- ❑ Third-party Integrations (UB, Work Order Management, Payment Processing)
- ❑ Support and Training Management (Includes Utility Field and Customer Service Personnel)
- ❑ Version Updates
- ❑ Customized Settings and Reporting
- ❑ Backup Support, DR, and Privacy/Security Oversight
- ❑ Data Controls

Overview of Project Milestones: Looking Ahead



System Configuration and Network Build: March - May, 2016

- Gateway Installation and Testing
- Utility Billing Integration and MDM Setup

Pilot Deployment: June, 2016

- Large Meter Installation
- Small Meter Sample Installation and Full Process Quality Control

Full Deployment: July - October, 2016

- Meter Installation
- Process Re-design and Work Order Management

System Optimization and Support Services: October, 2016 - Ongoing

- Read Quality Verification and Billing Quality Control
- Meter System Utility and Customer Service





TOWN OF ABERDEEN AGENDA ITEM ACTION REQUEST FORM

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

Contact Phone # 4517 **Date Submitted:** 2/3/2016

Agenda Item Title: Aberdeen Representation on the Triangle Area Rural Planning Organization (TARPO)

Date of Board Meeting to hear this item: 2/3/2016

Board Action Requested:

New Business
Old Business
Public Hearing
Other Business

Information Only
For Action at Future Meeting Date _____
Informal Discussion & Public Comment
Consent Agenda

Summary of Information:

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



Agenda Item # _____
Town of Aberdeen Planning & Inspections Department
115 N. Poplar Street PO Box 785
Aberdeen, NC 28315
(910) 944-7024

MEMORANDUM TO THE BOARD OF COMMISSIONERS – February 8, 2016 Work Session

Description of Request

Request:

Discussion of
TARPO
Representation

Prepared by:

Pamela Graham,
Planning Director

The Triangle Area Rural Planning Organization (TARPO) is a consortium of local governments from Moore, Chatham, Lee, and Orange Counties that coordinates regional and local transportation planning. Former Commissioner McMurray most recently served as a non-member liaison of the organization's Rural Technical Advisory Committee (RTAC) until her retirement from the Town Board. Pam currently serves as Aberdeen's representative in the Rural Technical Coordinating Committee (RTCC), and will continue to do so, however, having a member of our elected body also participating in the RTAC is important to ensure that Aberdeen's interests are front and center in future transportation planning decisions.

The RTAC is organized with one official member representing Moore County municipalities, selected by the mayors of the participating municipalities. Currently, Mick McCue from Foxfire serves as the municipality representative until June of 2017. However, all municipalities are asked to appoint a member of their elected body to attend meetings and participate in discussions, and although they do not have a vote on the committee, they serve as an important liaison between TARPO and their local elected officials and certainly have an influence on decision items during discussion. The RTAC meets quarterly, with meetings typically beginning at noon and at locations central to the regional participants (most meetings in the past have been in either Sanford or Pittsboro). Lunch is included. Should Aberdeen seek to pursue nomination of a Town Board member to serve as the municipal representative in 2017, the North Carolina State Ethics Commission requires Statement of Economic Interest and Real Estate Disclosure filings from that individual that become public record.

Staff Recommendation

Staff recommends that the Board consider a candidate for serving as a RTAC liaison representing Aberdeen. A nomination and vote can be scheduled for an upcoming meeting, at the Board's discretion.



TOWN OF ABERDEEN AGENDA ITEM ACTION REQUEST FORM

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Submitted By: P Graham Department: Planning

Contact Phone # 4517 Date Submitted: 2/1/2015

Agenda Item Title: Discussion on Off-premise Signs

Date of Board Meeting to hear this item: 2/8/2016

Board Action Requested:

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



Agenda Item # _____
Town of Aberdeen Planning & Inspections Department
115 N. Poplar Street PO Box 785
Aberdeen, NC 28315
(910) 944-7024

MEMORANDUM TO THE BOARD OF COMMISSIONERS – February 8, 2016 Work Session

Description of Request

Request:

Discussion of the
Town's Sign
Regulations

Prepared by:

Pamela Graham,
Planning Director

Staff has recognized a need for a general discussion with the Board on whether portions of the Town's current sign regulations are adequately addressing the need for business exposure and the Town's interest in aesthetics and reducing visual clutter. We propose bringing forth a grouping of recommended text amendments that address some concerns of our business community and correct some inconsistent and confusing language in the ordinance.

For this initial discussion, we are providing a summary of the items that might be addressed in the proposed amendments. These items include:

1. Off-premise sign restrictions that currently provide limited visibility for businesses that are not on primary thoroughfares;
2. Clarification of the restrictions on signage that "are illuminated by or contain lights that flash, blink, or move";
3. A need for new definitions, including "Advertising Flags";
4. A potential need for revised definitions, including "Sign";
5. Compatibility and design language that does not accommodate branded logos;
6. Dimensional and distance from right-of-way requirements
7. Supreme Court decision related to sign content.

Staff is requesting at this time some general direction and input from the Board that may guide us as amendments are being drafted. Decisions on sign ordinances typically involve creating a balance between effective business promotion and protecting governmental interests such as public safety and prevention of an overabundance of signage that detracts from the aesthetics of the community. Having a better understanding of the Board's views on these issues will assist us in developing and supporting the ordinances we are tasked with enforcing.



Agenda Item # _____
Town of Aberdeen Planning & Inspections Department
115 N. Poplar Street PO Box 785
Aberdeen, NC 28315
(910) 944-7024

MEMORANDUM TO THE BOARD OF COMMISSIONERS – February 8, 2016 Work Session

Request:

Accept the Clerk's Certificate of Sufficiency and schedule a Public Hearing Related to a Petition for Contiguous Annexation for Bill Clark Homes of Fayetteville, LLC

Prepared by:

Kathy Blake,
Planner

Description of Request

A petition for Contiguous Annexation submitted by Brian Walker on behalf of Bill Clark Homes, LLC was accepted by the Board of Commissioners during the January 25, 2015 Regular Meeting. Following acceptance of a petition for annexation the Board of Commissioners shall proceed as follows (dates of actions already taken are provided):

- Adoption of a resolution directing the Clerk to investigate the petition for sufficiency (1/25/16);
- Acceptance by the Board of the Clerk's Certificate of Sufficiency (2/8/16)
- Adoption of a Resolution Fixing the Date of the Public Hearing on the annexation (2/8/16);
- Public Hearing to be held (2/22/16);
- Adoption of an ordinance to extend the corporate limits of the Town of Aberdeen, North Carolina (2/22/16).

The proposed annexation is for one parcel and constitutes those areas not previously developed as residential lots that have not been sold to third parties. The property, totals approximately 0.46 acres, is described on the attached deed and plat.

Staff Recommendation

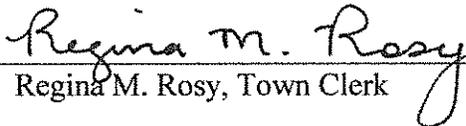
Staff recommends that the Board accept the Clerk's Certificate of Sufficiency and schedule a Public Hearing for February 22, 2016 to accept public input and consider the annexation petition.

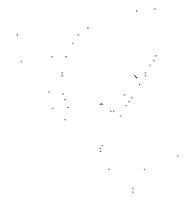
CERTIFICATE OF SUFFICIENCY

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

I, Regina M. Rosy, Town Clerk, do hereby certify that I have investigated the petition attached hereto and have found as a fact that aforementioned petition is signed by all owners of real property lying in the area described therein, in accordance with G. S. 160A-31.

In witness whereof, I have hereunto set my hand and affixed the seal of the Town of Aberdeen, this 2nd day of February, 2016.


Regina M. Rosy, Town Clerk



**PETITION REQUESTING A CONTIGUOUS ANNEXATION
SIGNED BY ALL OWNERS IN ANNEXATION AREA**

Date: 1/14/16

To the Board of Commissioners of the Town of Aberdeen:

1. We the undersigned owners of real property respectfully request that the area described in Paragraph 2 below be annexed to the Town of Aberdeen subject to the provisions of North Carolina General Statute §160A-31 (a).
2. The area to be annexed is contiguous to the Town of Aberdeen and the boundaries of such territory are as follows (a copy of the deed may be attached):

(Metes and bounds description and certified map required)

3. We acknowledge that any zoning vested rights acquired pursuant to G.S. 160A-385.1 must be declared and identified on this petition. We further acknowledge that failure to declare such rights on this petition shall result in a termination of vested rights previously acquired for the property. (If zoning vested rights are claimed, indicate below and attach proof.)

This petition must be signed by each owner of real property.

<u>Name</u>	<u>Address</u>	Do you declare <u>Vested Rights (yes or no)?</u>	<u>Signature</u>
1. Bill Clark Homes	200 E. Arlington Blvd Greenville, NC 27858	No	Brina D. Wade
2.			
3.			
4.			

**RESOLUTION FIXING DATE OF PUBLIC HEARING ON QUESTION
OF ANNEXATION PURSUANT TO G.S. 160A-31**

WHEREAS, a petition requesting annexation of the area described herein has been received; and

WHEREAS, the Board of Commissioners has by resolution directed the Town Clerk to investigate the sufficiency of the petition; and

WHEREAS, certification by the Town Clerk as to the sufficiency of the petition has been made;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Aberdeen, North Carolina that:

Section 1. A public hearing on the question of annexation of the area described herein will be held at the Town of Aberdeen Municipal Building at 6:00 PM on Monday, February 22, 2016.

Section 2. The area proposed for annexation is described as follows:

Being all of lot 134, as shown on a map entitled "Hidden Valley Estates" made by Hal S. Siler, on November 16, 1960 and recorded in Map Book 7, Page 27, Moore County Registry.

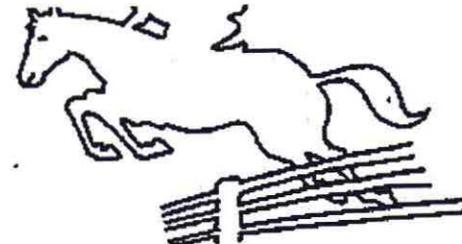
Section 3. Notice of the public hearing shall be published in The Pilot, a newspaper having general circulation in the Town of Aberdeen, at least ten (10) days prior to the date of the public hearing.

Adopted this the 8th day of February, 2016.

ATTEST:

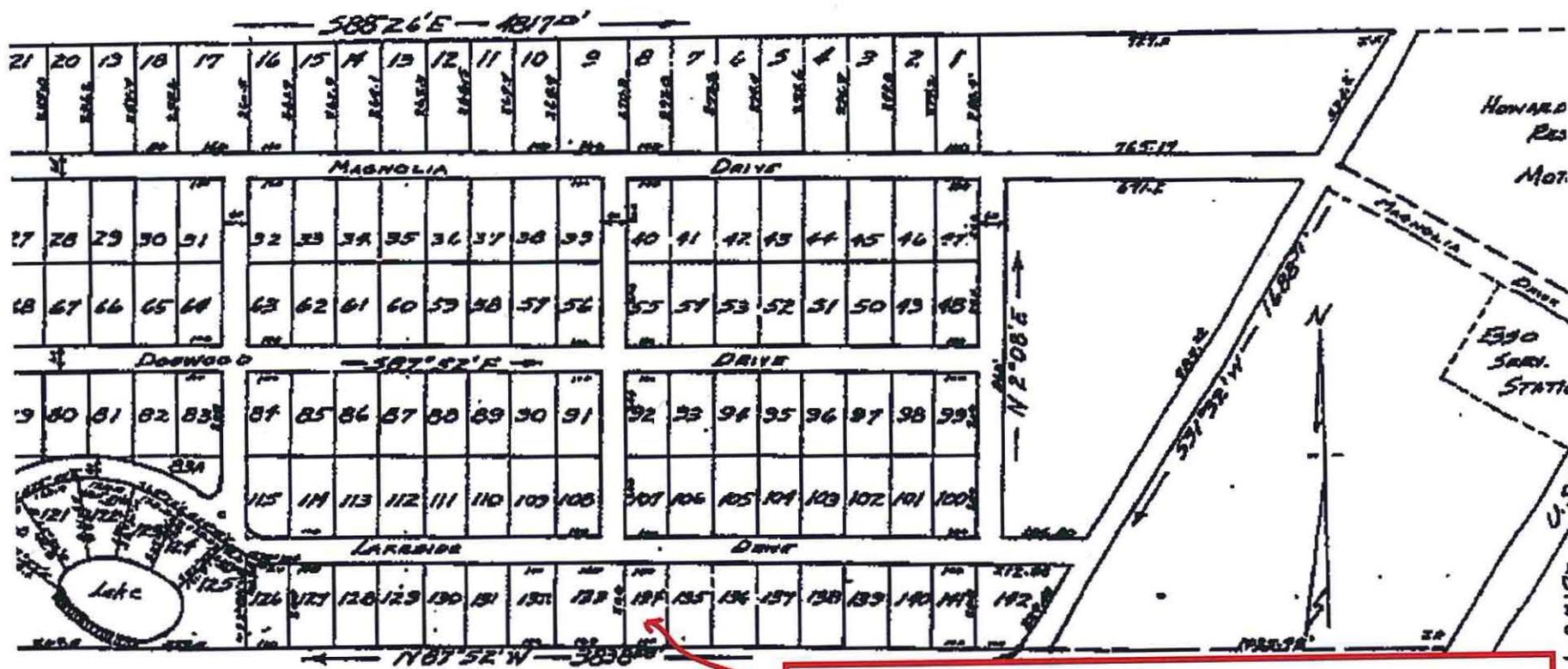
Robert A. Farrell, Mayor

Regina M. Rosy, Town Clerk



Westbrook

Seymour



HOWARD RES MOT.

ES90 SARI. STATE

U.S. MILITARY

PROPERTY OF M&C RE
 MOORE COUNTY
 South Hill Township
 NORTH CAROLINA

131 Michael Ln.
 Lot 134, Hidden Valley Estates

1001 1001 1001 1001 1001 1001

Lorenz

RECEIVED BY ZONING

JAN 14 2016

TOWN OF ABERDEEN

FOR REGISTRATION REGISTER OF DEEDS

Judy D. Martin
Moore County, NC

December 15, 2015 03:26:09 PM

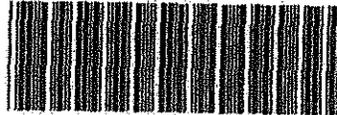
Book 4583 Page 478-479

FEE: \$28.00

NC REVENUE STAMP: \$70.00

INSTRUMENT # 2015016957

JHM



INSTRUMENT # 2015016957

NORTH CAROLINA GENERAL WARRANTY DEED
THIS FORM IS NOT A "NORTH CAROLINA BAR ASSOCIATION" FORM
NO TITLE EXAMINATION OR OPINION PERFORMED BY PREPARER

Parcel Identifier No. 30031938

Excise Tax: \$70.00

Prepared by: Richard A. Galt, PLLC, 2533 Raeford Road, Fayetteville, NC 28305

Return after recording to: GRANTEE

Brief Description for the Index: Lot 134, Hidden Valley Estates

This Deed made this the 11th day of December, 2015 by and between:

GRANTOR	GRANTEE
HEATH R. HAWKES and wife, AMY N. HAWKES	BILL CLARK HOMES OF FAYETTEVILLE, LLC, a North Carolina Limited Liability Company
Mailing Address: 8326 Middle Ruddings Dr. Lorton, VA 22079	Mailing Address: 200 E. Arlington Blvd, Ste A Greenville, NC 27858

Enter in appropriate block for each party: name, address, and, if appropriate, character of entity, e.g., corporation or partnership

The designation Grantor and Grantee as used herein shall include said parties, their heirs, successors, and assigns, and shall include singular, plural, masculine, feminine or neuter as required by context.

WITNESSETH, that the Grantor, for a valuable consideration paid by the Grantee, the receipt of which is hereby acknowledged, has and by these presents does grant, bargain, sell and convey unto the Grantee in fee simple, all that certain lot or parcel of land situated in Moore County, North Carolina and more particularly described as follows:

BEING all of Lot 134, as shown on a map entitled "Hidden Valley Estates" made by Hal S. Siler, on November 16, 1960 and recorded in Map Book 7, Page 27, Moore County Registry.

Property hereinabove described was acquired by instrument recorded in Book _____, Page _____.

A map showing the above described property is recorded in Plat Book _____, Page _____.

All or a portion of the property herein conveyed _____ includes or X does not include the primary residence of a Grantor.

TO HAVE AND TO HOLD the aforesaid lot or parcel of land and all privileges and appurtenances thereto belonging to the Grantee in fee simple.

And the Grantor covenants with the Grantee, that Grantor is seized of the premises in fee simple, has the right to convey the same in fee simple, that title is marketable and free and clear of all encumbrances, and that Grantor will warrant and defend the title against the lawful claims of all persons whomsoever except for the exceptions hereinafter stated. Title to the property hereinabove described is subject to the following exceptions: zoning ordinances affecting the premises; and restrictive covenants, utility easements, permits, and rights-of-way of record.

IN WITNESS WHEREOF, the Grantor has hereunto set his hand and seal, or if corporate, has caused this instrument to be signed in its corporate name by its duly authorized officers and its seal to be hereunto affixed by authority of its Board of Directors, effective the day and year first above written.

HRH (SEAL)
Heath R. Hawkes

Amy N. Hawkes (SEAL)
Amy N. Hawkes

State of Virginia
County of Stafford

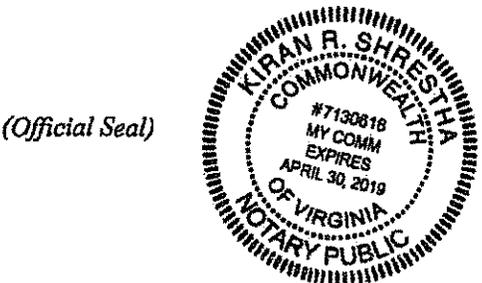
I certify that the following person(s) personally appeared before me this day, each acknowledging to me that ^{they} ~~he~~ voluntarily signed the foregoing document for the purpose stated therein and in the capacity indicated:
Grantor, Heath R. Hawkes and Amy N. Hawkes.

Dated: 11th Dec 2015

K. Shrestha
Notary Public

Printed Name: KIRAN R. SHRESTHA
Notary Public

My commission expires: 04/30/2019

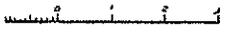
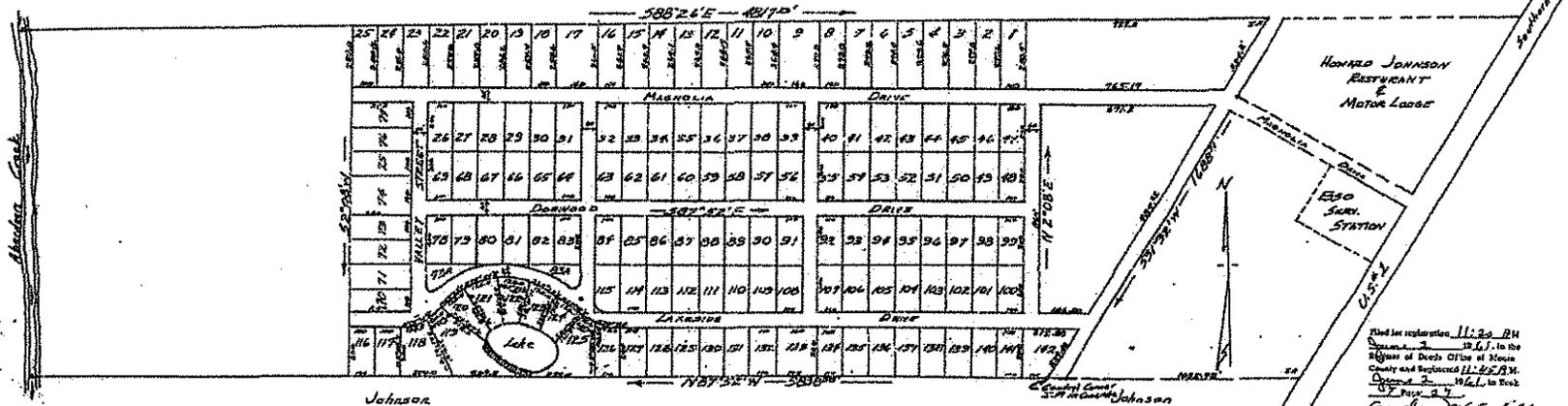


HIDDEN VALLEY ESTATES

Butler

Westbrook

Seymour



Notes: All streets have a 10' utility strip reserved on each side. Sidewalks approximately 50' from side lines and 50' from frontlines.

PROPERTY OF M&G REALTY COMPANY
MOORE COUNTY
TOWNSHIP
NORTH CAROLINA
SCALE: 1" = 200'

SEEN GENERAL, MOORE COUNTY
The following is a true and correct copy of the original map as shown to the County Clerk and the Register of Deeds for Moore County, North Carolina, on this 11th day of August, 1960.

Filed for registration, 11:30 AM
August 2, 1960, in the
Office of Deeds, Office of Moore
County and Registered 11:35 AM
By Notary Public, M.L. in Book
87 Page 27
Carroll M.S. Gaskill
Notary Public

This is to certify that this plat was prepared by me, from deeds and plans on record, and that I am a duly qualified Notary Public in and for Moore County, North Carolina.

Subscribed and sworn to before me this 18th day of August, 1960.

Notary Public
William A. Price, Notary



**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: Bill Zell **Department:** Administration

Contact Phone # _____ **Date Submitted:** 2/1/2016

Agenda Item Title: Budget Amendments

Work Session - Board Action (date of meeting should be filled in on line) :

Information Only _____

Public Hearing _____

Approval at work session - immediate action X

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:

Explanation of the budget amendments is attached.

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

Explanation of the Budget Amendments

1. \$14,312, represents the cost that the TOA is responsible for re: the Sports Complex feasibility study. It was approved in August of 2014, that we would pay up to \$15,000, and we believed that it would be paid sometime the next spring when the study was completed. In fact in January of 2015 we asked Pat Corso to get us an invoice. So thinking that it would be paid last fiscal year we didn't budget it in this year's budget. Thus the need for the amendment.
2. \$21,351, represents the cost of purchasing all the telephone equipment in each of our buildings. This equipment has been on a lease agreement for the past five years and even though a phone set doesn't meet our capital item threshold of \$2,000 each, our auditors told us that they would consider the whole project as a capital expense so that's why we're doing this amendment. These dollars were budgeted in the Telephone line items, because we didn't think it would be considered a capital expense. We also believe that rather than moving money from each of those line items it is cleaner and less paperwork doing it this way. All the dollars not spent out of the Telephone line items will just revert to the general fund at the end of the fiscal year.
3. \$3,840, one of the compressors at the Recreation Station went out and had to be replaced.
4. \$24,800, fire fighter call pay is only paid to volunteer fire fighters on an annual basis at the beginning of December. This amount has been \$45,000 for several years. As you may recall last year when we presented the 5% and 10% cuts early on in the budget process it was found that for the Fire Dept. to meet the 10% cut goal this number had to be cut in half and when we decided not to accept the 10% cuts and went back in to make the necessary changes we didn't catch this item. Why it needs to be at the \$45,000 level is that last year our volunteers (Dec. 2014 through Nov. 2015), covered 4455 hours for the full time staff that were either sick or on vacation, they also answered a total of 4033 calls and attended 6445 hours of training. The savings that this generated because we didn't have to hire any new full time fire fighters and didn't have to work any overtime was over \$100,000. The only reason that it is above \$45,000 now is because when the hours were generated for the volunteers apparently one volunteer was omitted and then had to be included later after the checks had been delivered.
5. \$35,000, this represents the additional cost of vehicle maintenance for the Sanitation Dept. truck repairs.

**Town of Aberdeen
Budget Amendment
in the General Fund**

BE IT HEREBY ORDAINED BY THE BOARD OF COMMISSIONERS FOR THE TOWN OF
ABERDEEN, that the following shall be amended to the Fiscal Year 2015-2016 General Fund Budget:

Account Name	Account Number	Current Budget Appropriation	Adjustment	Amended Budget Appropriation
Economic Incentives	10.00.4208.910	\$ 5,000	\$ 14,312	\$ 19,312
Fund Balance-Appropriated	10.00.3990.900	\$ 474,025	\$ 14,312	\$ 488,337

To revise original budget estimate to cover an economic incentive expense.

Duly adopted this the 25th day of January, while in regular session.

Robert A. Farrell
Town Mayor

Attest:

Regina M. Rosy
Town Clerk

**Town of Aberdeen
Budget Amendment
in the General Fund**

BE IT HEREBY ORDAINED BY THE BOARD OF COMMISSIONERS FOR THE TOWN OF
ABERDEEN, that the following shall be amended to the Fiscal Year 2015-2016 General Fund Budget:

Account Name	Account Number	Current Budget Appropriation	Adjustment	Amended Budget Appropriation
Municipal Building-Capital Outlay	10.00.4401.740	\$ -	\$ 2,697	\$ 2,697
Finance Building-Capital Outlay	10.00.4404.740	\$ -	\$ 1,124	\$ 1,124
Public Works Facility-Capital Outlay	10.00.4409.740	\$ -	\$ 3,596	\$ 3,596
Recreation Station-Capital Outlay	10.00.4410.740	\$ -	\$ 2,248	\$ 2,248
Police Facility-Capital Outlay	10.10.4420.740	\$ -	\$ 4,944	\$ 4,944
Fire-Capital Outlay	10.10.5300.740	\$ 36,000	\$ 4,719	\$ 40,719
Planning-Capital Outlay	10.10.5415.740	\$ 32,212	\$ 2,023	\$ 34,235
Fund Balance-Appropriated	10.00.3990.900	\$ 474,025	\$ 21,351	\$ 495,376

To revise original budget estimates in various capital outlay expenditure accounts to cover the Town's buyout of phone system lease.

Duly adopted this the 25th day of January, while in regular session.

Robert A. Farrell
Town Mayor

Attest:

Regina M. Rosy
Town Clerk

**Town of Aberdeen
Budget Amendment
in the General Fund**

BE IT HEREBY ORDAINED BY THE BOARD OF COMMISSIONERS FOR THE TOWN OF
ABERDEEN, that the following shall be amended to the Fiscal Year 2015-2016 General Fund Budget:

Account Name	Account Number	Current Budget Appropriation	Adjustment	Amended Budget Appropriation
Recreation Station-Capital Outlay	10.00.4410.740	\$ -	\$ 3,840	\$ 3,840
Fund Balance-Appropriated	10.00.3990.900	\$ 474,025	\$ 3,840	\$ 477,865

To revise original budget estimate to cover the replacement of compressor on HVAC unit.

Duly adopted this the 25th day of January, while in regular session.

Robert A. Farrell
Town Mayor

Attest:

Regina M. Rosy
Town Clerk

**Town of Aberdeen
Budget Amendment
in the General Fund**

BE IT HEREBY ORDAINED BY THE BOARD OF COMMISSIONERS FOR THE TOWN OF
ABERDEEN, that the following shall be amended to the Fiscal Year 2015-2016 General Fund Budget:

Account Name	Account Number	Current Budget Appropriation	Adjustment	Amended Budget Appropriation
Fire-Call Pay	10.10.5300.024	\$ 22,500	\$ 24,800	\$ 47,300
Fund Balance-Appropriated	10.00.3990.900	\$ 474,025	\$ 24,800	\$ 498,825

To revise original budget estimate to cover call pay for firefighters.

Duly adopted this the 25th day of January, while in regular session.

Robert A. Farrell
Town Mayor

Attest:

Regina M. Rosy
Town Clerk

**Town of Aberdeen
Budget Amendment
in the General Fund**

BE IT HEREBY ORDAINED BY THE BOARD OF COMMISSIONERS FOR THE TOWN OF
ABERDEEN, that the following shall be amended to the Fiscal Year 2015-2016 General Fund Budget:

Account Name	Account Number	Current Budget Appropriation	Adjustment	Amended Budget Appropriation
Sanitation-Vehicle Maintenance	10.30.5800.170	\$ 12,648	\$ 35,000	\$ 47,648
Fund Balance-Appropriated	10.00.3990.900	\$ 474,025	\$ 35,000	\$ 509,025

To revise original budget estimate to cover the Sanitation Department's ytd vehicle maintenance costs.

Duly adopted this the 25th day of January, while in regular session.

Robert A. Farrell
Town 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: Bill Zell **Department:** Administration

Contact Phone # _____ **Date Submitted:** 2/1/2016

Agenda Item Title: Budget Calendar

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:

Getting our budget schedule to the Staff and Board of Commissioners. The first big item is the Board and Staff budget retreat at the Fire Station on Friday March 11.

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

Fiscal Year 2016/2017 Budget Calendar

<u>Date</u>	<u>Day</u>	<u>Event</u>
February 8, 2015	Monday	Pass out budget calendar to BOC
February 19, 2015	Friday	Budget worksheets sent to all Dept. Heads
March 11, 2015	Friday	Board & Staff Budget Retreat (Fire Station)
March 24, 2015	Thursday	Budgets turned into Beth and Bill online
April 12, 2015	Tuesday	Beth and Bill review Dept. Budget(s)
April 13, 2015	Wed.	Beth and Bill review Dept. Budget(s)
April 14, 2015	Thursday	Beth and Bill review Dept. Budget(s)
April 22, 2015	Friday	Beth and Bill finalize the Budget
April 25 – May 6	Two Weeks	Beth prepares Budget Notebooks for BOC
May 6, 2015	Friday	Budget Notebooks delivered to BOC
May 9, 2015	Monday	Discuss Budget at Work Session
May 23, 2015	Monday	Bill presents Budget Message at Board Meeting for Budget Adoption