



*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  
Regular Board Meeting  
Aberdeen Town Board

March 28, 2016  
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 February 22, 2016, Closed Session on February 22, 2016, Budget Retreat on March 11, 2016, and Work Session on March 14, 2016.
4. Informal Discussion and Public Comment
5. Financial Report
6. Public Hearings and New Business
  - a. Public Hearing for Conditional Zoning Request #16-01 submitted by Family Promise of Moore County.
  - b. Consider action on Conditional Zoning Request #16-01 submitted by Family Promise of Moore County.

- c. Public Hearing for Conditional Use Permit #16-02 submitted by Ace Homes, LLC for a Major Subdivision.
  - d. Consider action on Conditional Use Permit #16-02 submitted by Ace Homes, LLC for a Major Subdivision.
  - e. Public Hearing for UDO Text Amendment #16-01 Regarding Allowable Uses in the Downtown Retail Overlay District.
  - f. Consider action on UDO Text Amendment #16-01 Regarding Allowable Uses in the Downtown Retail Overlay District.
  - g. Consider action on an Amendment to the Audit Contract.
  - h. Consider action on Project Budget Ordinance for Reliance Packaging, LLC Grant Project (1 NC Fund Program).
  - i. Consider action on Project Budget Ordinance for Project Sparrow – Reliance Packaging, LLC (Building Reuse).
7. Other Business
8. Closed Session pursuant to N.C.G.S. 143-318.11(a) (6) to consider the qualifications, competence, performance, and conditions of appointment of a public officer or employee.
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

February 22, 2016  
Monday, 6:00 p.m.

Robert N. Page Municipal Building  
Aberdeen, North Carolina

The Aberdeen Town Board met Monday, February 22, 2016 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, Ken Byrd, and Elease Goodwin. Commissioner Buck Mims was not in attendance for the meeting. Staff members in attendance were Planning Director Pam Graham, Planner Kathy Blake, Town Manager Bill Zell, Town Clerk Regina Rosy, Police Chief Tim Wenzel, Carl Colasacco, Craig Armstrong, Brian Chavis, Jimmy Covington, Justin Newberry, Josh Kirk, Anthony Williams, Jesse Smith, Ricardo Padin, and Joshua Vernon. Tim Marcham and approximately 20 other citizens were also in attendance for the meeting.

Mayor Farrell called the meeting to order at 6:00 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 Goodwin, to approve the setting of the agenda as presented. Motion unanimously carried 4-0.

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 January 25, 2016 and Work Session on February 8, 2016.

A motion was made by Mayor Pro-tem Thomas, seconded by Commissioner Goodwin, to approve the consent agenda as presented. Motion unanimously carried 4-0.

4. Informal Discussion and Public Comment

a. Oath of Office for Police Officer Joshua Vernon.

Chief Wenzel provided an introduction of Officer Joshua Vernon. Town Clerk Regina Rosy administered the oath of office for Officer Joshua Vernon.

b. Promotion for Officer Brian Chavis.

Chief Wenzel provided a history of the time Brian Chavis has been employed with the Town of Aberdeen, and the great work he has performed. Chief Wenzel presented Officer Brian Chavis with a promotion to the Probationary Lieutenant position. Town Clerk Regina Rosy administered the oath of office for Officer Brian Chavis.

5. Financial Report

Manager Zell stated the General Fund is \$824,260 above expenses through January receipts. Under the noteworthy revenues the R&P taxes came in at \$380,663 and our sales tax and hold harmless receipts continue to come in strong. Manager Zell stated we have collected 90% of the property taxes we budgeted this fiscal year through the end of January.

Manager Zell stated for the Water and Sewer Fund, with January being a billing month, we were able to show a gain of revenue over expenses for the first time this fiscal year. Manager Zell stated this fund will be up and down since we bill every other month, and he is confident though that at the close of the fiscal year we'll finish strong.

Manager Zell stated at the back of the financial report you'll find several graphs that our Finance Officer Beth Wentland has put together for three individual revenue streams. The first graph shows our largest revenue which is the real and personal taxes, where you can see a comparison of this fiscal year versus last fiscal year. Manager Zell stated these revenues don't come in at the same rate each

month. Manager Zell stated for the July through January receipts we are \$135,245 ahead of last year's collections. The second set of graphs shows our sales tax and hold harmless receipts comparing the same period as above. So for sales tax and hold harmless revenues collected through December we are \$29,469 ahead of last year's collections. The third set of graphs represents the collection of utilities franchise and video sales tax receipts. Since we receive these revenues quarterly there will be no change here until our next receipts in April.

Manager Zell stated the Finance Officer has put together three excel spreadsheets comparing vehicle maintenance costs, equipment maintenance costs, and fuel costs between this fiscal year and last fiscal year. On the first set of spreadsheets showing our vehicle maintenance costs you can see we've spent almost the same amount through the first half of the fiscal year as last year, but last year it was spread out over several departments and this year it's mostly the Sanitation Department. The second set of spreadsheets showing equipment maintenance costs, we've spent \$12,000 less in the first seven months of the fiscal year, and we hope this trend continues. On our last set of spreadsheets showing our fuel costs, you can see a significantly less expenditure through January. In fact we've spent 67.32% of what we spent through the same period last year. In actual dollars we've spent \$37,211 less than last year through January.

Manager Zell asked if there are any questions. Commissioner Byrd asked if utility billing will go to monthly billing once AMI is installed. Manager Zell stated that is correct.

6. Public Hearings and New Business

- a. Public Hearing for Contiguous Annexation #49-016 for Bill Clark Homes, LLC for Lot 134 Hidden Valley Estates, a.k.a. 131 Michael Lane.

Mayor Farrell opened the Public Hearing for Contiguous Annexation #49-016 for Bill Clark Homes, LLC for Lot 134 Hidden Valley Estates, a.k.a. 131 Michael Lane.

Director Graham stated there is a donut hole, which is why Bill Clark Homes has petitioned for voluntary contiguous annexation. Director Graham displayed a map of the zoning in the area surrounding this property. Director Graham displayed an aerial photograph of the property, and also a recorded

plat of the property. Director Graham stated services are already provided to the neighborhood.

Mayor Farrell asked what the size of the property is. Director Graham stated it is around 1/3 of an acre. Commissioner Byrd asked if the properties that are still not annexed yet, receive Town services. Director Graham stated if they wanted to receive services, they would have to petition to be annexed.

With no further discussion, Mayor Farrell closed the public hearing.

- b. Consider action on Annexation Ordinance #49-016 to Extend the Corporate Limits of the Town of Aberdeen, North Carolina.

Director Graham stated now that the public hearing has been held, the Board can consider adoption of the annexation ordinance. A motion was made by Commissioner Dannelley, seconded by Commissioner Byrd, to approve Annexation Ordinance #49-016 to Extend the Corporate Limits of the Town of Aberdeen, North Carolina. Motion unanimously carried 4-0.

- c. Consider appointment to the Transportation Committee for the Western Connector.

Manager Zell stated Fred Walden is trying to get together a group of people to serve on the Transportation Committee for the Western Connector. The Board agreed to appoint Mayor Pro-tem Thomas to serve as the appointee for the Transportation Committee for the Western Connector.

## 7. Other Business

Mayor Farrell stated his wife received multiple calls this past Friday about the water main break out on Highway 211. Mayor Farrell stated it seems that residents on Devonshire Trail and Devon Circle lost water pressure and lost water service, and the residents wanted to know why they weren't notified. Manager Zell explained that the Town uses Code Red to notify residents of these types of situations, and if they are not signed up for Code Red then they will not receive the notifications from Code Red.

Commissioner Goodwin commended the Public Works staff for their quick service to her home when a water pipe burst.

Manager Zell stated he wanted to provide an update on the Quality Built Homes lawsuit. Manager Zell stated the attorney for Quality Built Homes is asking questions of the Town right now, and is part of the discovery phase and could take several months.

8. Closed Session pursuant to N.C.G.S. 143-318.11(a) (6) to consider the qualifications, competence, performance, and conditions of appointment of a public officer or employee.

A motion was made by Commissioner Dannelley, seconded by Commissioner Goodwin, to go into Closed Session pursuant to N.C.G.S. 143-318.11(a) (6) to consider the qualifications, competence, performance, and conditions of appointment of a public officer or employee. Motion unanimously carried 4-0.

The Board returned from Closed Session with no action taken.

A motion was made by Commissioner Goodwin, seconded by Commissioner Dannelley to return to regular session. Motion unanimously carried 4-0.

9. Adjournment

A motion was made by Mayor Pro-tem Thomas, seconded by Commissioner Dannelley, to adjourn the Board Meeting. Motion unanimously carried 4-0.

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Regina M. Rosy, Town Clerk

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Robert A. Farrell, Mayor

Minutes were completed in  
Draft form on February 22, 2016

Minutes were approved  
on March 28, 2016

Minutes  
Budget Retreat  
Aberdeen Town Board

March 11, 2016  
Friday, 8:30 a.m.

Aberdeen Fire Department  
Aberdeen, North Carolina

The Aberdeen Town Board met Friday, March 11, 2016 at 8:30 a.m. for the Budget Retreat. Members present were Mayor Robert A. Farrell, Mayor Pro-tem Jim Thomas, and Commissioners Joe Dannelley, Ken Byrd, Buck Mims, and Eleese Goodwin. Staff members in attendance were Planning Director Pam Graham, Town Manager Bill Zell, Town Clerk Regina Rosy, and Finance Officer Beth Wentland. Reporter for the Pilot Laura Douglas was also in attendance for the meeting.

1. Call to Order

Mayor Farrell called the meeting to order at 8:35 a.m.

2. Budget Sessions

a. Police Department

Police Chief Tim Wenzel and Captain Josh Kirk joined the meeting for the Police Department presentation. Chief Wenzel stated the main priority for the upcoming budget is the take home vehicle program. The advantages of the program include cost savings, officer retention, longer life span of vehicles, and visibility. The one disadvantage is the initial cost to fully implement the program. Chief Wenzel stated currently the administrative staff, supervisors, and detectives have take home vehicles, and they would need 6 additional patrol vehicles to outfit the final 12 officers. Chief Wenzel stated this budget request would relate to the strategic goal of retaining officers. Chief Wenzel stated the total of each fully equipped vehicle is \$46,181.59. And the total for six vehicles would be \$277,089.54. Chief Wenzel stated thankfully that is not the amount they are asking for, since several steps have been taken to reduce that number including the following:

- Switching 5 Viper radios from administrative vehicles and the last detective viper so that only one radio would be needed which will save \$17,500
- Forgoing radars saving \$9,300
- If awarded a grant that has been applied for, only 2 cameras will need to be purchased saving \$21,000

- Put Todd Weaver's SUV on the road and buy an unmarked vehicle saving another \$8,000
- Altered grant to save \$4,500 on purchase for Sierra
- Not included in total, but forgoing Chief's vehicle another year (\$27,000)

Chief Wenzel stated this would provide a total savings of \$60,300 which would bring the total cost of implementing the take home vehicle program to \$216,789.59. Chief Wenzel stated the Police Department also really needs additional space. Chief Wenzel stated he has received multiple quotes for a 12 x 56 office trailer which can serve as training/conference multi-purpose room as well as much needed locker room space for the female employees. Chief Wenzel stated the best quote received was from Mod Space costing a total of \$9,361.94 for two years, and the cost includes set up and removal. A skirt for the trailer would cost an additional \$1,131 installed. Chief Wenzel stated this budget request would fall under the Strategic Goal of Encouraging Citizen Communication (by allowing the public to use this space for meetings), and Intergovernmental Cooperation (training space).

Chief Wenzel stated he also really needs an additional investigator position. Chief Wenzel stated the 3 detectives are averaging over 100 cases each per year. As workload increases, the quality of work given each case may suffer. With an additional detective, they would have a night shift rotation where each detective would work nights once every three weeks. Chief Wenzel stated an additional detective would also serve as a community officer running programs such as neighborhood watch, coordinate presentations to community groups, national night out, etc.

Chief Wenzel stated he would also like to offer an incentive to detective bureau employees of a \$1,000 stipend per year to be paid in two checks. Chief Wenzel stated he really feels that the detective bureau loses out on holiday pay when they move to the detective bureau, and he does not want to see the cream of the crop penalized. Chief Wenzel stated he would like to offer an education incentive for officers for different level degrees - \$1500 for Masters Degree, \$1000 for Bachelors Degree, and \$500 for Associates Degree. Chief Wenzel stated he feels these education incentives would assist in officer retention which enhances Town services.

Chief Wenzel discussed other needs including the following:

- Watch Guard service contract – cost of \$4,200
- Continue to replace tasers – 5 at a cost of \$6,400

- Cartridges and training cartridges - \$1,690
- Bullet-proof vests (7) - \$4,200
- Reversible winter jackets (30) - \$5,000
- Utility trailer - \$2,000
- SRT uniforms and boots - \$2,100
- Extended batteries for administration (5) - \$750

Chief Wenzel stated there are lots of wants as well, but is not going to waste time by going over those, when all of these other requests are much more important. Chief Wenzel stated as the Town continues to grow, we need to think about additional officers so we can provide the same level of service.

Commissioner Dannelley questioned the goals identified by the Police Department, and how those align with what was presented in the budget presentation by the Police Dept. Commissioner Mims stated it is important to be able to measure at the end of the year what has been accomplished and what was not able to be accomplished. Chief Wenzel stated last year his budget was cut and there were things that were not able to be accomplished. Commissioner Dannelley stated for each of the presentations today, he will be doing a comparison with the goals identified by each of the departments. Commissioner Mims and Commissioner Dannelley stated they want to know what to expect each year for capital improvements. Commissioner Dannelley stated he would like to see money set aside for future capital improvements projects that are anticipated, and that way the Board is prepared for these expenses. Finance Officer Wentland stated that can be done, but the Board would need to realize that those monies set aside would still be expenses included in the budget that would be treated as "expenses". With no further discussion, Chief Wenzel and Captain Kirk left the meeting.

b. Parks & Recreation Department

Parks & Recreation Director Adam Crocker reviewed 2015-2016 highlights – safer Sharpe Playground and used much more by the public. Director Crocker stated he would like to build on what they have done over the past year at Sharpe Park. Director Crocker discussed the improvements that took place at Colonial Heights on the ballfields – the fields are much safer thanks to the clay that has been brought in and the re-grading of the

field. Commissioner Dannelley stated the goal is to care and feed the fields, and not let them get back to where they were before. Director Crocker stated the sign has been completed for the Recreation Building. Director Crocker stated there is a huge uptick in usage of the park, and participation in programs, and building rentals. Programming added this past year includes movies by the lake, and they are looking at adding an adult movie by the lake this year. Director Crocker reviewed highlights from this past year's programs and how numbers are increasing. Director Crocker reviewed the 5 year capital improvement plan which includes the following for 2016-2017:

- Lake Park Trail Improvements - \$50,000
- Recreation Center Repairs - \$10,000
- Sharpe Park Playground Equipment - \$12,000
- JC Hut Shelter Removal - \$3,000

Commissioner Dannelley asked why the JC hut building is not being taken care of under the minimum housing budget, rather than the Parks & Recreation Budget. Director Crocker was not sure of the answer but will work with Planning Director Pam Graham on seeing if that could be a possibility. Director Crocker stated some work has been done with current staff on improving the Lake Park trail, with addition of crush and run, addition of blue stone, etc.

Director Crocker stated staff has applied for the 2017 Recreational Trails Program Grant - \$50,000 was requested, which requires a 25% Town match which would be \$12,500. March 28<sup>th</sup> is the final application release date, and June 24<sup>th</sup> is when the recommendation will take place for final applications. Director Crocker stated if the grant is received, he would really like to move the Colonial Heights storage shed item up in the capital improvements process. Director Crocker stated the current storage shed has mold in it, and is just no longer a safe structure. Director Crocker stated the estimated cost of replacement is \$10,000. Director Crocker stated there is some maintenance work that needs to take place on the Recreation Center building – brackets need caulking, warping with soffits, repainting entire building due to fading – total cost would be around \$10,000 for all of these repairs to the building. Mayor Farrell suggested painting the building and the

underside of the picnic shelter at the same time, since paint is peeling off on the underside of the picnic shelter roof.

Director Crocker stated staff would really like to get the Farmskills Festival and Bluegrass Festival back out at Malcolm Blue Farm. Director Crocker stated there has been some discussion from a group that would like to operate as "Friends of the Malcolm Blue Farm" and help with funding for programs at the Farm. Director Crocker stated the original request last year was \$18,000 for Malcolm Blue Farm programs, but it ended up getting cut to \$5,000. Mayor Farrell stated the citizens wanted the Town to take over this property, in hopes that the Town would put on programs out there. Mayor Farrell stated right now it is just sitting empty with no traffic out there. Director Crocker stated he is still working on solidifying a deal to rent the upstairs of the museum at the Farm. With no further discussion, Director Crocker left the meeting.

c. Planning Department

Planning Director Pam Graham reviewed population numbers for Aberdeen over the past 14 years. The growth rate between 2010-2014 was 12.9%. Aberdeen was the fastest growing municipality in NC during this period, and #2 in Moore County. Homebuilders in Aberdeen relay to staff that at least 80% of their contracts are with military personnel. Director Graham discussed other vibrant towns and why they are considered great places to live and things that influence that. Director Graham reviewed her 5-year capital improvement plan – for the upcoming year that includes the following:

- Master Sign Plan – this year's CIP request is for \$20,000 for trailblazing and wayfinding signs
- US 1 Crossing Project – required match from the Town for engineering costs is \$4,000
- Downtown Master Plan - \$45,000

Director Graham stated additional 2016 planning objectives are as follows:

- Minimum Housing Program needs more attention and dollars

- Maintaining a high quality staff, with continued training and a succession plan for employees nearing retirement
- A greater emphasis on zoning code enforcement
- Critical assessment of grant involvement
- Improving procedures for applicants with better communication of processes

Director Graham stated the minimum housing program needs more attention and dollars. Director Graham stated they have focused on a specific area (Hatley Street) and there are at least 5 properties that need attention. Director Graham stated the minimum housing budget has decreased steadily since 2011, when it was \$15,000. The last budget cut it to \$6,500, enough to only complete 1-2 cases. Commissioner Dannelley asked how many structures are currently identified for minimum housing. Director Graham stated she will need to research the answer to that question, and get back with Commissioner Dannelley. Director Graham reviewed additional planning objectives for the upcoming year.

Commissioner Dannelley reviewed the goals identified by the Planning Dept. in the strategic plan. Director Graham stated the Land Use Plan is also listed as a goal on the plan, and she now has the staff she needs to help her with finishing up the Land Use Plan so it can be brought to the Board for review.

d. Fire Department

Fire Chief Richardson stated this past year there were 1496 calls for service at the Fire Department. Chief Richardson stated the response time in the city limits is 3 minutes 54 seconds. Total response time for inside and outside city limits average is 5 minutes 18 seconds. 57% of responses are in the city limits. Chief Richardson stated grants awarded since 2007 total \$1,178,254. Chief Richardson reviewed the 1-10 year Capital Improvement Plan. Chief Richardson stated he really needs 2 additional personnel per shift for a total of 6 additional staff – due to multiple calls at once, and less response from volunteers. Chief Richardson stated a new engine/tanker is needed since there is no reserve, and one is 18 years old and one is 8 years old. Chief Richardson stated an inspector vehicle is needed, since they are

currently using a 2007 Explorer. Chief Richardson also discussed the AVL and the importance of implementing AVL.

Chief Richardson stated for this upcoming year he really needs the following items:

- Additional personnel: \$258,000
- Engine/tanker: \$450,000
- Squad/Brush Truck: \$175,000
- Staff Vehicle: \$36,000
- AVL: \$7,500

With no further discussion, Chief Richardson left the meeting.

e. Public Works Department.

Public Works Director Rickie Monroe reviewed the Capital Improvement Plan for 2015/2016 for the Water & Sewer Department which included the following:

- The installation of 2,100 feet of gravity sewer main to abandon Sewer Pump Station #5 has been completed. This project was tied in with the Berkley Phase Three Project that has also been completed. Final resurfacing of the streets in Berkley is now complete.
- Installation of cured-in-place liner for high priority sewer mains was put on hold because they had to jump to 2016-2017 CIP and make major needed repairs to Pump Station #7. This work has been completed with replacement of pumps, motors, electrical controls as needed.
- AMI System is still not complete, but is being worked on. Test meters are currently installed and a meeting will be held this afternoon to look at test data for these test meters.

Director Monroe reviewed the Capital Improvement Plan for 2015-2016 for the General Fund:

- Replacement of salt spreader – was cut from budget last year, but is being requested for the upcoming budget year.
- Robbins Road Drainage Project - project should be completed by May 1<sup>st</sup>, if all easements can be acquired. The engineering is 90% complete and could be ready to bid project on a short notice.
- No bid package has been sent out on Street Resurfacing until we can have a reasonable cost estimate for the Robbins Road Drainage Project.

Director Monroe stated recyclables have been carried to the landfill free of charge for the past 2 years. Now the County has sent a letter stating that they will begin charging for recyclables beginning July 1<sup>st</sup>. So far this year 545 tons have been taken to the landfill, which would be an estimated 813 tons on an average year – which would cost an estimated \$25,000 per year. Commissioner Dannelley stated he wanted to know how many households are participating in recycling. Director Monroe stated the average is 25% of the population will participate in recycling – Director Monroe said the Town would be at no more than 40%, but he does not know an exact %. Mayor Pro-tem Thomas stated he thought it would be a public relations nightmare if the Town did away with recycling. Director Monroe stated there is a \$5 savings for dumping recyclables instead of garbage.

Director Monroe reviewed the Capital Improvements Plan for the Water & Sewer Fund for 2016-2017:

- Rehab of Pump Station #7 – was moved to current budget
- Installation of approximately 1,600 LF of cured-in-place pipe liner to be installed in the Town's high priority lines that are in need of repair. This slip lining of the sanitary sewer will allow us to make these needed repairs without having to dig in space sensitive areas. Cost of \$60,000
- Replacement of water mains that are high maintenance and have required major repair expenses on a regular basis. The estimated cost to replace existing water mains is between \$75 and \$100 per linear foot.
- Replace one water/sewer service truck that has 80,000 miles – which has a lot of wear and tear on it and a lot of hours.

Director Monroe reviewed the Capital outlay requests for the General Fund for 2016-2017:

- Servicemaxx & DLB Software to be able to troubleshoot all of the fleet trucks and possibly avoid some trips to dealership - \$6,584
- Salt Dog Spreader - \$13,500
- 2016 F350 ¾ Ton crewcab – to replace a 2003 F550 - \$31,128
- 2017 500 4x2 international dump truck with snow plow / salt spreader – cost of \$115,400

f. Lunch

At this time, the Board took a 45 minute meal break for lunch.

g. Finance/Administration

Manager Zell reviewed the administration's mission statement and strategic goals. Manager Zell reviewed the medical insurance costs over a 13 year period and how well costs have been contained. Manager Zell stated medical insurance has been bid out for this upcoming year, but rates have not been received yet. Manager Zell reviewed the Wellness Incentive Program, and the money that the Town has saved by giving employees ownership in their health. Manager Zell reviewed the annual Safety & Health Day which includes health screenings for employees, payroll vendors onsite, open enrollment for insurance coverages, safety trainings, and other educational classes.

Manager Zell reviewed the Safety Program which includes regular safety committee meetings, departmental safety inspections, required safety trainings, and safety recognition lunches. Manager Zell stated the Town is bidding out the worker's compensation insurance for this upcoming budget year and we are hoping to experience some savings with our experience modifier rate decreasing from 1.0 to 0.89.

Manager Zell discussed an opportunity to work with a company called Municode to revamp our Code of Ordinances. Municode would provide a

complete legal review of our Code of Ordinances, codify the ordinances, and publish them in a way that is searchable by keyword to users.

Manager Zell discussed Revenue projections for this year, and how those are coming out so far. Manager Zell stated sales tax is coming in really well this year. Manager Zell stated he would expect to raise water and sewer rates 5% again this upcoming year due to the costs being charged to the Town. Manager Zell stated the AMI system is a radio type reading of meters so that Town staff can identify water leaks much earlier, and provide much more convenience for citizens. Commissioner Byrd asked if Water and Sewer Fund money and General Fund money can be used interchangeably. Manager Zell stated it really shouldn't. Manager Zell stated the Board will be getting the audit report Monday evening at the Work Session with more information to come on that topic. Manager Zell stated the reason the Board is getting the audit report later than normal, is because of software issues with Smart Fusion.

h. Develop Priorities for Budget

Manager Zell stated March 24<sup>th</sup> is the date that all departments have to get in their budget numbers. Commissioner Dannelley confirmed that priorities are as follows:

- Police – take home vehicle program fully implemented
- Parks & Recreation - \$50,000 for trail
- Public Works – AMI System
- Fire – 6 personnel
- Planning – Master Sign Plan

Commissioner Dannelley stated he is starting to understand the metrics behind what we do, and also have a greater appreciation for the work that goes into these budget retreats. Commissioner Dannelley stated he wants to continue to discuss how we get at capital expenditure planning and budgeting. Commissioner Dannelley stated he wants to stop robbing from the Water & Sewer Fund to balance the General Fund.

Mayor Farrell stated Aberdeen is growing, and we can not keep pinching pennies with the budget and putting off things that need to be

budgeted for now. Mayor Farrell stated he asked Manager Zell to prepare a spreadsheet of all outstanding debt the Town currently has – and he wants each Board member to review this spreadsheet and understand these are all bills the Town has to pay each year.

3. Adjournment

A motion was made by Mayor Pro-tem Thomas, seconded by Commissioner Dannelley, to adjourn the Budget Retreat. Motion unanimously carried 4-0.

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Regina M. Rosy, Town Clerk

Minutes were completed in  
Draft form on March 11, 2016

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Robert A. Farrell, Mayor

Minutes were approved  
on March 28, 2016

DRAFT



*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.*

Minutes  
Work Session  
Aberdeen Town Board

March 14, 2016  
Monday, 6:00 p.m.

Robert N. Page Municipal Building  
Aberdeen, North Carolina

The Aberdeen Town Board met Monday, March 14, 2016 at 6:00 p.m. for the Work Session. Members present were Mayor Robert A. Farrell and Commissioners Ken Byrd, Joe Dannelley, and Elease Goodwin. Commissioner Buck Mims and Mayor Pro-tem Jim Thomas were not in attendance for the meeting. Staff members in attendance were Finance Officer Beth Wentland, Parks & Recreation Director Adam Crocker, Planner Daniel Martin, Planner Kathy Blake, Planning Director Pam Graham, Town Clerk Regina Rosy, and Town Manager Bill Zell. Reporter for The Pilot Laura Douglas, Jennifer Bowles, Bryan Bowles, Jeff Potter, John Frank, and Tim Marcham were also in attendance for the meeting.

Mayor Farrell called the meeting to order at 6:00 p.m.

1. Audit Presentation by John Frank with Dixon Hughes Goodman LLP.

John Frank, with Dixon Hughes Goodman LLP, stated the Town has had significant problems with the software vendor this year, so it took longer than usual to complete the audit. Mr. Frank stated it is no reflection on Town staff, and Town staff worked very diligently on the audit.

Mr. Frank stated cash balances are down 13.4%, which is mainly related to revenue receivables that had not been received yet. Mr. Frank stated the unassigned fund balance is down 19.5%, but for Board members to keep in mind that total General Fund balance is up since last year. Mr. Frank reviewed the Executive Summary which showed differences in revenues and expenditures over the past year. Mr. Frank stated revenues are up 2.6% since last year. Mr. Frank

stated expenditures have dropped 18.3% since last year. Mr. Frank stated the overall General Fund balance increased by \$33,884 this past year.

Mr. Frank stated for the Water & Sewer Fund, revenues were up 13.3%, and expenses were up 7%. Mr. Frank stated there was a net loss for the year of \$8,612.

Mr. Frank stated there was a management letter memorandum to the Board members on page 6 of the report. Mr. Frank stated the memo explains the difficulties experienced with the Town's software and specifically the water and sewer utility billing reports. Mr. Frank stated these software problems and the lack of technical support from the Town's software vendor persisted through the date of the audit report, and Dixon Hughes recommends that the Town continue to seek solutions to these ongoing issues so that reports needed to perform monthly financial statement closings can be obtained on a timely basis. Mr. Frank stated there were no findings for the audit.

Commissioner Dannelley asked about the non-operating revenues for the Water & Sewer Fund and why there was such a large difference between 2014 and 2015. Mr. Frank stated he will have to follow up with the Board on that item, because he is not sure what the difference was between 2014 and 2015.

Finance Officer Wentland stated an amended audit contract will need to be considered for approval at the next Board Meeting on March 28, 2016.

2. Consideration of Parks & Recreation Advisory Board Appointment.

Director Crocker stated unfortunately one of the Parks & Recreation Advisory Board members has stepped aside, Mona Kahl, and now there is a vacancy. Director Crocker stated all 3 applicants are great considerations and would bring great qualifications to the Advisory Board. Commissioner Dannelley made a motion to appoint Jennifer Bowles to complete the vacant term. Motion failed for lack of a second. A motion was made by Commissioner Byrd, seconded by Commissioner Goodwin, to appoint Jonathan Rivenbark to complete the vacant term on the Parks & Recreation Advisory Board. Motion unanimously carried 3-0.

3. Consideration of Re-appointments to the Appearance and Beautification Commission.

Director Graham stated there are 2 terms that are ending this month, and both are willing to serve again, which includes Gail Clay and Stephen Greer. Director Graham stated they have both brought a lot to this Commission, and the reappointments would be for 3-year terms each. A motion was made by Commissioner Byrd, seconded by Commissioner Goodwin, to re-appoint Gail Clay and Stephen Greer to the Appearance and Beautification Commission with term expirations of March 2019. Motion unanimously carried 3-0.

4. Minor Modification to Conditional Use Permit #06-04 requested by McKee Homes.

Director Graham stated Geoff Potter is here this evening representing McKee Homes. Director Graham stated there is a final corner lot that is being proposed for a recombination, and is also within the threshold for staff to approve. Director Graham stated this request is for right-of-way to be incorporated into the lot boundary. The amount of right-of-way requested, currently owned by the Town, is 773 square feet for lot #174 at the corner of Kerr Lake Road and Moultrie Lane.

A motion was made by Commissioner Byrd, seconded by Commissioner Goodwin, to accept the minor modification as presented to the Board. Motion unanimously carried 3-0.

5. Street Closure for Spring Spree Festival scheduled for May 21, 2016.

Planner Martin stated the 5<sup>th</sup> Annual Spring Spree Festival is scheduled for May 21, 2016 from 10:30 a.m. – 5:00 p.m. Vendor applications are currently being accepted. Last year there were over 50 vendors that participated. Planner Martin stated it is hard to track attendance, but he would guess there were approximately 400 people at the event last year. Planner Martin stated this evening he is asking for consideration from the Board for the Street Closure Resolution.

A motion was made by Commissioner Dannelley, seconded by Commissioner Goodwin, to approve the Street Closure Resolution for Spring Spree scheduled for May 21, 2016. Motion unanimously carried 3-0.

6. UDO Text Amendment #16-01 Regarding Allowable Uses in the Downtown Retail Overlay District.

Planner Martin stated this item needs to be scheduled for Public Hearing on March 28, 2016. Planner Martin stated the uses to be considered are multi-family

dwellings, outdoor seating for restaurants, and neighborhood bars, and bars. Director Graham stated these items have been before the Planning Board and have been recommended for approval. Agenda Item scheduled for Public Hearing on 3/28/16.

7. Conditional Use Permit #16-02 Submitted by Ace Homes, LLC for a Major Subdivision.

Director Graham stated this item has been before the Planning Board, and they have recommended approval. Agenda item scheduled for Public Hearing on 3/28/16.

8. Conditional Zoning Request #16-01 Submitted by Family Promise of Moore County.

Director Graham stated this item was discussed under informal discussion at the last meeting. Director Graham stated the Planning Board recommends approval. Agenda item scheduled for Public Hearing on 3/28/16.

9. Property Offered to the Town for Tax Value.

Manager Zell stated Jackie Upchurch would like to see if the Town is interested in purchasing this property for a price of \$9,510. Manager Zell stated the Town owns adjoining property. Manager Zell stated there would be enough room to possibly put a well on this property, is the main reason the Town would be interested in this property. Commissioner Dannelley asked if it has been confirmed that a well could work on this property. Manager Zell stated Public Works Director Rickie Monroe is working on it, but has not been able to meet a well guy out at the site yet. Commissioner Dannelley stated he would be hesitant to consider this property, unless it is found that a well site could work on this site. The other Board members agreed with Commissioner Dannelley.

10. Other Business.

Mayor Farrell stated he received a letter from Pat Corso with Partners in Progress thanking the Town for their support and annual allocation of money. Commissioner Byrd asked what the Town has contributed to Partners in Progress in the past. Manager Zell stated we have contributed \$12,000 each year for the past several years.

Manager Zell stated he received a call from a Board member with the Academy of Moore, requesting Town Board members to choose a date and be treated for lunch and receive a tour of the school.

Manager Zell stated Friday from 11:00 a.m. – 7:00 p.m. is the Fire Department Spaghetti Dinner.

Manager Zell stated Tuesday, March 29<sup>th</sup> is the Partners in Progress Annual Dinner at the Grand Ballroom at the Carolina Hotel. Manager Zell stated for Board members to let Regina know if they can make it.

Mayor Farrell reminded everyone to go vote tomorrow.

Commissioner Byrd asked Manager Zell if staff could provide updates at these Work Sessions about things going on in Town. Commissioner Dannelley stated he thinks the Friday weekly reports are a great vehicle to communicate about things going on.

11. Closed Session pursuant to N.C.G.S. 143-318.11(a) (6) to consider the qualifications, competence, performance, and conditions of appointment of a public officer or employee.

Due to two Board members not present, this item was delayed to the next Board Meeting.

12. Adjournment.

A motion was made by Commissioner Dannelley, seconded by Commissioner Byrd, to adjourn the Work Session. Motion unanimously carried 3-0.

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Regina M. Rosy, Town Clerk

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Robert A. Farrell, Mayor

Minutes were completed in  
Draft form on March 14, 2016

Minutes were approved  
on March 28, 2016



## 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 *BFW* Department: Finance

Contact Phone # 910-944-4502 Date Submitted: 3/23/2016

Agenda Item Title: Financial Reports (covering February 2016)

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 following financial reports covering February 2016:

Revenues/Expenses Summary

Revenue Report

Expenditure Totals by Dept

Expenditure Report

Financial Graphs (tracking top 3 revenues)

Cost Summaries of 3 Selected Expenditures by Dept (with Prior Year Comparison)

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 February 29, 2016**

(with comparative totals of prior fiscal year)

MONTH	PRIOR YEAR (2014-2015) Monthly Revenue	CURRENT YEAR 2015-2016 Reported Revenue	PRIOR YEAR (2014-2015) Monthly Expenses	CURRENT YEAR 2015-2016 Reported Expenses	PRIOR YEAR (2014-2015) Gain/-Loss for the Month	PRIOR YEAR (2014-2015) Gain/-Loss Year-to-Date	CURRENT YEAR 2015-2016 Gain/-Loss for the Month	CURRENT YEAR 2015-2016 Gain/-Loss Year-to-Date
JULY	\$149,235.88	45,316.95	\$679,587.32	791,115.89	-\$530,351.44	-\$530,351.44	(745,798.94)	(745,798.94)
AUGUST	\$238,944.01	62,438.83	\$588,131.09	545,852.73	-\$349,187.08	-\$879,538.52	(483,413.90)	(1,229,212.84)
SEPTEMBER	\$2,213,315.95	1,975,446.49	\$390,032.64	501,410.06	\$1,823,283.31	\$943,744.79	1,474,036.43	244,823.59
OCTOBER	\$352,056.36	1,143,396.83	\$555,531.66	281,623.15	-\$203,475.30	\$740,269.49	861,773.68	1,106,597.27
NOVEMBER	\$365,825.76	348,078.02	\$571,266.07	602,416.95	-\$205,440.31	\$534,829.18	(254,338.93)	852,258.34
DECEMBER	\$496,905.69	523,968.44	\$598,386.26	749,618.76	-\$101,480.57	\$433,348.61	(225,650.32)	\$626,608.02
JANUARY	\$936,402.10	642,465.67	\$568,870.48	444,813.75	\$367,531.62	\$800,880.23	\$197,651.92	\$824,259.94
<b>FEBRUARY</b>	<b>\$517,505.72</b>	<b>570,754.76</b>	<b>\$453,305.76</b>	<b>494,586.43</b>	<b>\$64,199.96</b>	<b>\$865,080.19</b>	<b>\$76,168.33</b>	<b>\$900,428.27</b>
MARCH	\$455,759.24		\$574,141.60		-\$118,382.36	\$746,697.83		
APRIL	\$228,621.79		\$582,262.42		-\$353,640.63	\$393,057.20		
MAY	\$275,023.05		\$439,353.46		-\$164,330.41	\$228,726.79		
JUNE	<i>final numbers found on audit report</i>		<i>final numbers found on audit report</i>		<i>final numbers found on audit report</i>	<i>final numbers found on audit report</i>		
Totals	<b>\$6,229,595.55</b>	<b>\$5,311,865.99</b>	<b>\$6,000,868.76</b>	<b>\$4,411,437.72</b>				
BUDGET		\$ 7,344,335		\$ 7,344,335				

**Noteworthy revenues earned:**

2015 R&P Tax Revenue (Jan collections)	\$368,203
2015 MV Tax Revenue (Jan collections)	\$21,545
Local Sales Tax Revenue (Dec collections)	\$116,599
Hold Harmless Tax Revenue (Dec collections)	\$25,386
Building Permits Revenue	\$8,873

**Noteworthy expense activity:**

Sierra wireless airlink software purchase (Police Grant-budgeted capital expense)	\$ 16,572
Master Sign Plan-Phase 2 (Deposit) (Planning-budgeted capital expense)	\$ 4,375.50
Engineering expense re: Robbins Road Drainage (Powell Bill budget)	\$ 7,842.50
Annual debt service payment-Fingerprint Machine	\$ 10,049
Annual debt service payment-Police In-Car Cameras	\$ 15,973

## WATER/SEWER FUND

### YTD REVENUES & EXPENSES SUMMARY

as of February 29, 2016

(with comparative totals of prior fiscal year)

MONTH	<i>PRIOR YEAR (2014-2015) Monthly Revenue</i>	<i>CURRENT YEAR 2015-2016 Reported Revenue</i>	<i>PRIOR YEAR (2014-2015) Monthly Expenses</i>	<i>CURRENT YEAR 2015-2016 Reported Expenses</i>	<i>PRIOR YEAR (2014-2015) Gain/-Loss for the Month</i>	<i>PRIOR YEAR (2014-2015) Gain/-Loss Year-to-Date</i>	<i>CURRENT YEAR 2015-2016 Gain/-Loss for the Month</i>	<i>CURRENT YEAR 2015-2016 Gain/-Loss Year-to-Date</i>
JULY	\$19,871.93	(77,662.98)	\$113,421.05	166,653.70	-\$93,549.12	-\$93,549.12	(244,316.68)	(244,316.68)
AUGUST	\$12,548.28	20,887.99	\$257,193.23	184,472.61	-\$244,644.95	-\$338,194.07	(163,584.62)	(407,901.30)
SEPTEMBER	\$534,762.40	557,132.28	\$172,549.70	229,676.03	\$362,212.70	\$24,018.63	327,456.25	(80,445.05)
OCTOBER	\$18,160.90	7,681.60	\$118,296.88	217,793.31	-\$100,135.98	-\$76,117.35	(210,111.71)	(290,556.76)
NOVEMBER	\$465,144.71	537,363.97	\$333,361.75	249,845.96	\$131,782.96	\$55,665.61	\$287,518.01	(3,038.75)
DECEMBER	\$9,028.54	20,100.00	\$170,758.92	216,110.60	-\$161,730.38	-\$106,064.77	(196,010.60)	(199,049.35)
JANUARY	\$396,360.96	463,079.80	\$284,976.56	204,787.54	\$111,384.40	\$5,319.63	\$258,292.26	\$59,242.91
<b>FEBRUARY</b>	<b>-\$88,601.99</b>	<b>9,421.53</b>	<b>\$245,967.99</b>	<b>225,581.83</b>	<b>-\$334,569.98</b>	<b>-\$329,250.35</b>	<b>(216,160.30)</b>	<b>(156,917.39)</b>
MARCH	\$513,446.46		\$133,972.52		\$379,473.94	\$50,223.59		
APRIL	\$27,817.88		\$274,753.12		-\$246,935.24	-\$196,711.65		
MAY	\$404,594.62		\$236,890.24		\$167,704.38	-\$29,007.27		
JUNE	<i>final numbers found on audit report</i>		<i>final numbers found on audit report</i>		<i>final numbers found on audit report</i>	<i>final numbers found on audit report</i>		
Totals	\$2,313,134.69	1,538,004.19	\$2,342,141.96	1,694,921.58				
BUDGET		\$ 3,020,860		\$ 3,020,860				

#### Noteworthy revenues earned:

As Feb was a nonbilling month, w/s revenues were low.

Water revenue decreased due to adjustments	-\$1,293
Sewer revenue decreased due to adjustments	-\$1,120
Late/Reconnect Fees Revenue	\$4,141
Water/Sewer Tap Fees Revenue	\$2,875
Acreage Fees Revenue	\$3,500

#### Noteworthy expense activity:

Capital expense for testing of meter system (paid to Honeycutt Consulting Group)	\$6,960
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Prepared by: Beth F. Wentland  
Finance Officer

FY 2015-2016

TOWN OF ABERDEEN  
 FEBRUARY REVENUE REPORT  
 CURRENT PERIOD: 02/01/2016 TO 02/29/2016

IDEAL REMAINING PERCENT: 33 %

<u>ACCOUNT</u>	<u>BUDGETED</u>	<u>CURRENT</u>	<u>YEAR TO DATE</u>	<u>ENCUMBRANCE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
Fund: 10 GENERAL FUND						
Revenue						
10-00-3000-100 STATE FIRE FUND	0.00	0.00	0.00	0.00	0.00	0
10-00-3000-105 TAX INTEREST/PENALTIES	15,000.00	2,298.34	4,916.21	0.00	10,083.79	67
10-00-3010-140 2003 FIRE R&P TAX REVENUE	0.00	0.00	0.00	0.00	0.00	0
10-00-3010-145 2004 FIRE R&P TAX REVENUE	0.00	0.00	0.00	0.00	0.00	0
10-00-3010-150 2005 FIRE R&P TAX REVENUE	0.00	0.00	0.00	0.00	0.00	0
10-00-3010-155 2006 FIRE R&P TAX REVENUE	0.00	0.00	0.00	0.00	0.00	0
10-00-3010-160 2007 FIRE R&P TAX REVENUE	0.00	0.00	0.00	0.00	0.00	0
10-00-3010-165 2008 FIRE R&P TAX REVENUE	0.00	0.00	15.04	0.00	-15.04	0
10-00-3010-170 2009 FIRE R&P TAX REVENUE	0.00	0.00	21.49	0.00	-21.49	0
10-00-3010-175 2010 FIRE R&P TAX REVENUE	0.00	0.00	24.42	0.00	-24.42	0
10-00-3010-180 2011 FIRE R&P TAX REVENUE	0.00	0.00	25.23	0.00	-25.23	0
10-00-3010-185 2012 FIRE R&P TAX REVENUE	0.00	0.00	24.96	0.00	-24.96	0
10-00-3010-190 2013 FIRE R&P TAX REVENUE	0.00	0.00	24.96	0.00	-24.96	0
10-00-3010-195 2014 FIRE R&P TAX REVENUE	0.00	0.00	52.44	0.00	-52.44	0
10-00-3010-200 2015 FIRE R&P TAX REVENUE	45,673.00	5,238.53	31,405.27	0.00	14,267.73	31
10-00-3020-145 2004 FIRE MV TAX REVENUE	0.00	0.00	5.32	0.00	-5.32	0
10-00-3020-150 2005 FIRE MV TAX REVENUE	0.00	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	0.00	0
10-00-3020-160 2007 FIRE MV TAX REVENUE	0.00	0.00	10.62	0.00	-10.62	0
10-00-3020-165 2008 FIRE MV TAX REVENUE	0.00	0.00	0.00	0.00	0.00	0
10-00-3020-170 2009 FIRE MV TAX REVENUE	0.00	0.00	0.00	0.00	0.00	0
10-00-3020-175 2010 FIRE MV TAX REVENUE	0.00	3.59	3.59	0.00	-3.59	0
10-00-3020-180 2011 FIRE MV TAX REVENUE	0.00	0.00	0.00	0.00	0.00	0
10-00-3020-185 2012 FIRE MV TAX REVENUE	0.00	0.00	11.68	0.00	-11.68	0
10-00-3020-190 2013 FIRE MV TAX REVENUE	0.00	0.00	0.00	0.00	0.00	0
10-00-3020-195 2014 FIRE MV TAX REVENUE	0.00	0.00	0.00	0.00	0.00	0
10-00-3020-200 2015 FIRE MV TAX REVENUE	5,000.00	498.31	2,278.51	0.00	2,721.49	54

FY 2015-2016

TOWN OF ABERDEEN  
 FEBRUARY REVENUE REPORT  
 CURRENT PERIOD: 02/01/2016 TO 02/29/2016

IDEAL REMAINING PERCENT: 33 %

<u>ACCOUNT</u>	<u>BUDGETED</u>	<u>CURRENT</u>	<u>YEAR TO DATE</u>	<u>ENCUMBRANCE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
10-00-3030-145 2004 R&P TAX REVENUE	0.00	0.00	0.00	0.00	0.00	0
10-00-3030-150 2005 R&P TAX REVENUE	0.00	0.00	0.00	0.00	0.00	0
10-00-3030-155 2006 R&P TAX REVENUE	0.00	0.00	67.63	0.00	-67.63	0
10-00-3030-160 2007 R&P TAX REVENUE	0.00	0.00	0.00	0.00	0.00	0
10-00-3030-165 2008 R&P TAX REVENUE	0.00	0.00	0.00	0.00	0.00	0
10-00-3030-170 2009 R&P TAX REVENUE	0.00	7.65	65.61	0.00	-65.61	0
10-00-3030-175 2010 R&P TAX REVENUE	0.00	41.19	257.60	0.00	-257.60	0
10-00-3030-180 2011 R&P TAX REVENUE	0.00	148.69	320.01	0.00	-320.01	0
10-00-3030-185 2012 R&P TAX REVENUE	250.00	158.73	196.91	0.00	53.09	21
10-00-3030-190 2013 R&P TAX REVENUE	500.00	148.69	441.41	0.00	58.59	12
10-00-3030-195 2014 R&P TAX REVENUE	6,000.00	240.28	1,791.44	0.00	4,208.56	70
10-00-3030-200 2015 R&P TAX REVENUE	3,052,640.00	368,202.92	3,111,385.58	0.00	-58,745.58	-2
10-00-3040-140 2003 MV TAX REVENUE	0.00	0.00	0.00	0.00	0.00	0
10-00-3040-145 2004 MV TAX REVENUE	0.00	0.00	0.00	0.00	0.00	0
10-00-3040-150 MV RENTALS TAX REVENUE	9,500.00	0.00	0.00	0.00	9,500.00	100
10-00-3040-155 2005 MV TAX REVENUE	0.00	9.80	12.81	0.00	-12.81	0
10-00-3040-165 2006 MV TAX REVENUE	0.00	0.67	32.32	0.00	-32.32	0
10-00-3040-175 2007 MV TAX REVENUE	0.00	24.58	39.50	0.00	-39.50	0
10-00-3040-185 2008 MV TAX REVENUE	0.00	0.00	0.00	0.00	0.00	0
10-00-3040-195 2009 MV TAX REVENUE	0.00	0.00	147.90	0.00	-147.90	0
10-00-3040-205 2010 MV TAX REVENUE	0.00	59.41	110.46	0.00	-110.46	0
10-00-3040-210 2011 MV TAX REVENUE	0.00	80.23	181.25	0.00	-181.25	0
10-00-3040-215 2012 MV TAX REVENUE	400.00	0.00	236.15	0.00	163.85	41
10-00-3040-220 2013 MV TAX REVENUE	500.00	47.18	346.76	0.00	153.24	31
10-00-3040-225 2014 MV TAX REVENUE	25,000.00	0.00	28.85	0.00	24,971.15	100
10-00-3040-230 2015 MV TAX REVENUE	150,000.00	21,545.00	126,355.94	0.00	23,644.06	16
10-00-3050-100 PRIV LICENSE REVENUE	10,000.00	15.00	535.00	0.00	9,465.00	95
10-00-3050-105 PRIV LICENSE PENALTY	0.00	0.00	0.00	0.00	0.00	0
10-00-3100-100 LOCAL SALES TAX 1%	622,279.00	58,778.74	350,743.45	0.00	271,535.55	44

FY 2015-2016

TOWN OF ABERDEEN  
 FEBRUARY REVENUE REPORT  
 CURRENT PERIOD: 02/01/2016 TO 02/29/2016

IDEAL REMAINING PERCENT: 33 %

<u>ACCOUNT</u>	<u>BUDGETED</u>	<u>CURRENT</u>	<u>YEAR TO DATE</u>	<u>ENCUMBRANCE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
10-00-3100-105 LOCAL SALES TAX 1/2%	332,279.00	28,934.62	179,412.56	0.00	152,866.44	46
10-00-3100-110 LOCAL SALES TAX 1/2%	322,279.00	28,885.24	172,612.68	0.00	149,666.32	46
10-00-3100-115 LOCAL SALES TAX 1/2%	0.00	0.14	-3.80	0.00	3.80	0
10-00-3100-120 HOLD HARMLESS	297,279.00	25,385.53	161,029.54	0.00	136,249.46	46
10-00-3100-150 SOLID WASTE DISPOSAL TAX REV	0.00	1,193.78	3,447.49	0.00	-3,447.49	0
10-00-3100-200 UTILITIES FRANCHISE TAX	380,000.00	0.00	252,727.18	0.00	127,272.82	33
10-00-3100-202 VIDEO SALES TAX REVENUE	120,000.00	0.00	59,635.53	0.00	60,364.47	50
10-00-3100-205 BEER & WINE TAX	30,000.00	0.00	0.00	0.00	30,000.00	100
10-00-3100-240 GAS TAX REFUND	25,000.00	2,066.40	13,095.72	0.00	11,904.28	48
10-00-3100-300 FEMA REVENUE	0.00	0.00	0.00	0.00	0.00	0
10-00-3100-310 FEDERAL FORFEITURE	0.00	0.00	0.00	0.00	0.00	0
10-00-3100-800 ABC TAX REVENUE	60,500.00	0.00	33,195.28	0.00	27,304.72	45
10-00-3400-800 NSF FEES REVENUE	0.00	0.00	25.00	0.00	-25.00	0
10-00-3400-805 INTEREST REVENUE	1,700.00	920.32	3,016.00	0.00	-1,316.00	-77
10-00-3500-800 DEPOT RENTAL	900.00	0.00	675.00	0.00	225.00	25
10-00-3500-805 EXCHANGE BLDG-LEASE REVENUE	0.00	0.00	1.00	0.00	-1.00	0
10-00-3500-810 ANTENNA RENTAL	150,000.00	0.00	91,850.00	0.00	58,150.00	39
10-00-3500-820 WHOLESALE GROCERY RENTAL	1,712.00	0.00	428.15	0.00	1,283.85	75
10-00-3550-200 MALCOLM BLUE FARM-GRIST MILL	0.00	0.00	0.00	0.00	0.00	0
10-00-3550-500 MALCOLM BLUE FARM-OTHER REVENUE	0.00	0.00	0.00	0.00	0.00	0
10-00-3600-800 CABLEVISION FRANCHISE	16,000.00	3,825.02	7,465.78	0.00	8,534.22	53
10-00-3700-100 TOWN BUSINESS GUILD	0.00	0.00	0.00	0.00	0.00	0
10-00-3700-200 SPRING SPREE FESTIVAL	0.00	385.00	385.00	0.00	-385.00	0
10-00-3700-300 DIRECTORY-MATCHING REVENUE	0.00	0.00	0.00	0.00	0.00	0
10-00-3700-500 GRANTS-PLANNING	0.00	0.00	0.00	0.00	0.00	0
10-00-3700-700 ECONOMIC DEV GRANTS	0.00	0.00	0.00	0.00	0.00	0
10-00-3700-800 MISCELLANEOUS CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	0
10-00-3700-805 MAYOR MEMORIAL PARK	0.00	0.00	0.00	0.00	0.00	0
10-00-3700-910 COLONIAL HEIGHTS BALLPARK	0.00	0.00	0.00	0.00	0.00	0

FY 2015-2016

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 CURRENT PERIOD: 02/01/2016 TO 02/29/2016

IDEAL REMAINING PERCENT: 33 %

<u>ACCOUNT</u>	<u>BUDGETED</u>	<u>CURRENT</u>	<u>YEAR TO DATE</u>	<u>ENCUMBRANCE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
10-00-3900-800 MISCELLANEOUS REVENUE	25,000.00	568.69	8,350.20	0.00	16,649.80	67
10-00-3900-805 INSURANCE REIMBURSEMENTS	7,500.00	3,575.15	7,092.26	0.00	407.74	5
10-00-3900-810 WORKER'S COMP REIMBURSE	0.00	0.00	0.00	0.00	0.00	0
10-00-3900-815 SALE OF FIXED ASSETS	55,912.00	0.00	0.00	0.00	55,912.00	100
10-00-3901-910 TRANSFER-IN FROM W/S	0.00	0.00	0.00	0.00	0.00	0
10-00-3901-930 TRANSFER-IN FROM PARTF FUND	0.00	0.00	0.00	0.00	0.00	0
10-00-3990-900 FUND BALANCE-APPROPRIATED	573,328.00	0.00	0.00	0.00	573,328.00	100
10-10-3100-224 ARREST FEES REVENUE	6,000.00	253.86	2,045.15	0.00	3,954.85	66
10-10-3100-225 POLICE DONATIONS	0.00	0.00	0.00	0.00	0.00	0
10-10-3100-310 FEDERAL FORFEITURE	0.00	0.00	0.00	0.00	0.00	0
10-10-3100-315 FEDERAL GRANTS	0.00	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	0.00	0
10-10-3100-325 STATE FORFEITURE	0.00	0.00	453.46	0.00	-453.46	0
10-10-3100-330 STATE GRANTS	33,804.00	0.00	0.00	0.00	33,804.00	100
10-10-3100-335 STORMWATER GRANT REVENUE	0.00	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	0.00	0
10-10-3300-400 BUILDING PERMITS	165,000.00	8,872.84	81,560.63	0.00	83,439.37	51
10-10-3300-405 ZONING/SUBDIVISION FEES	16,500.00	1,840.00	12,511.80	0.00	3,988.20	24
10-10-3300-410 STORMWATER PERMIT FEES	0.00	0.00	0.00	0.00	0.00	0
10-10-3300-415 HOMEOWNERS RECOVERY	750.00	3.00	48.00	0.00	702.00	94
10-10-3301-100 FIRE INSPECTIONS	650.00	0.00	600.00	0.00	50.00	8
10-10-3301-200 RESCUE GRANT REVENUE	60,000.00	0.00	23,000.00	0.00	37,000.00	62
10-10-3301-400 LAW ENFORCEMENT FEES	0.00	25.00	86.00	0.00	-86.00	0
10-10-3301-405 CIVIL CITATIONS REVENUE	7,500.00	100.00	2,310.00	0.00	5,190.00	69
10-10-3301-410 POLICE PRECIOUS METAL FEES	0.00	0.00	0.00	0.00	0.00	0
10-10-3301-415 TAXI PERMITS (POLICE)	0.00	0.00	0.00	0.00	0.00	0
10-10-3301-420 POLICE EVIDENCE PROCEEDS	0.00	0.00	0.00	0.00	0.00	0
10-10-3301-425 POLICE EXTRA DUTY REIMBURSEMENTS	0.00	855.00	9,562.50	0.00	-9,562.50	0
10-20-3100-320 POWELL BILL	228,000.00	0.00	220,336.86	0.00	7,663.14	3

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IDEAL REMAINING PERCENT: 33 %

<u>ACCOUNT</u>	<u>BUDGETED</u>	<u>CURRENT</u>	<u>YEAR TO DATE</u>	<u>ENCUMBRANCE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
10-20-3301-100 STREET LIGHTING REIMBURSABLE	3,500.00	316.64	1,968.00	0.00	1,532.00	44
10-20-3400-810 POWELL BILL INTEREST	0.00	0.00	0.00	0.00	0.00	0
10-30-3302-400 GARBAGE FEES REVENUE	305,000.00	0.00	175,526.50	0.00	129,473.50	42
10-30-3302-405 RECYCLING REVENUE	0.00	0.00	599.20	0.00	-599.20	0
10-60-3901-900 LOAN PROCEEDS	110,000.00	0.00	108,900.00	0.00	1,100.00	1
10-80-3700-700 GRANTS-PARKS & REC	0.00	0.00	0.00	0.00	0.00	0
10-80-3700-810 SPONSORSHIPS/DONATIONS	10,000.00	1,500.00	9,637.00	0.00	363.00	4
10-80-3700-815 CONTRIBUTIONS TO PARKS	0.00	0.00	0.00	0.00	0.00	0
10-80-3700-820 P&R SCHOLARSHIP PROGRAM	0.00	0.00	0.00	0.00	0.00	0
10-80-3800-400 PARK RENTALS	2,000.00	245.00	1,475.00	0.00	525.00	26
10-80-3800-402 RECREATION STATION RENTAL	10,000.00	1,195.00	11,380.00	0.00	-1,380.00	-14
10-80-3800-405 RECREATION PROGRAMS	20,000.00	940.00	12,846.00	0.00	7,154.00	36
10-80-3800-410 SPECIAL EVENTS	13,000.00	0.00	3,338.00	0.00	9,662.00	74
10-80-3800-415 YOUTH ATHLETICS	9,000.00	1,321.00	7,125.00	0.00	1,875.00	21
10-80-3800-420 ADULT ATHLETICS	1,500.00	0.00	0.00	0.00	1,500.00	100
<b>Fund: 10 GENERAL FUND</b>						
Total Revenue	7,344,335.00	570,754.76	5,311,865.99	0.00	2,032,469.01	28.00
<b>Fund: 30 WATER &amp; SEWER FUND</b>						
Revenue						
30-00-2950-900 FUND BALANCE-UNDESIGNATED W/S	0.00	0.00	0.00	0.00	0.00	0
30-91-3710-500 WATER REVENUE	1,350,000.00	-1,293.19	658,316.45	0.00	691,683.55	51
30-91-3710-505 SEWER REVENUE	1,150,852.00	-1,120.34	554,869.86	0.00	595,982.14	52
30-91-3710-510 BULK WATER REVENUE	325,000.00	0.00	192,696.53	0.00	132,303.47	41
30-91-3710-512 BULK WATER REVENUE-CYPRESS	8,500.00	0.00	6,221.02	0.00	2,278.98	27
30-91-3710-515 LATE/RECONNECT FEES	40,000.00	-4,141.38	44,295.96	0.00	-4,295.96	-11
30-91-3710-520 APPLICATION FEES	8,000.00	800.00	7,420.00	0.00	580.00	7
30-91-3710-525 WATER/SEWER TAP FEES	20,000.00	2,875.00	33,500.00	0.00	-13,500.00	-68
30-91-3710-530 ACREAGE FEES	50,000.00	3,500.00	28,450.00	0.00	21,550.00	43
30-91-3720-700 TRANSFER-IN FROM MIDWAY PROJECT	0.00	0.00	0.00	0.00	0.00	0

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IDEAL REMAINING PERCENT: 33 %

<u>ACCOUNT</u>	<u>BUDGETED</u>	<u>CURRENT</u>	<u>YEAR TO DATE</u>	<u>ENCUMBRANCE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
30-91-3720-800 CONTRACT REIMBURSABLE	7,500.00	0.00	2,508.00	0.00	4,992.00	67
30-91-3720-805 INSURANCE REIMBURSEMENTS	5,000.00	0.00	0.00	0.00	5,000.00	100
30-91-3730-800 INTEREST REVENUE	0.00	0.00	0.00	0.00	0.00	0
30-91-3730-805 NSF FEES REVENUE	1,500.00	125.00	1,300.00	0.00	200.00	13
30-91-3900-800 MISCELLANEOUS REVENUE	10,000.00	393.68	8,426.37	0.00	1,573.63	16
30-91-3900-805 SALE OF FIXED ASSETS	5,000.00	0.00	0.00	0.00	5,000.00	100
30-91-3900-810 STATE GRANTS	0.00	0.00	0.00	0.00	0.00	0
30-91-3900-820 CONTRIBUTED CAPITAL	0.00	0.00	0.00	0.00	0.00	0
30-91-3900-830 INTANGIBLE CONTRIBUTIONS	0.00	0.00	0.00	0.00	0.00	0
30-91-3901-900 LOAN PROCEEDS	0.00	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	0.00	0
30-91-3901-940 TRANSFER-IN FROM SW INTERCEPT	0.00	0.00	0.00	0.00	0.00	0
30-91-3990-900 FUND BALANCE-APPROPRIATED	39,508.00	0.00	0.00	0.00	39,508.00	100
<b>Fund: 30 WATER &amp; SEWER FUND</b>						
Total Revenue	3,020,860.00	9,421.53	1,538,004.19	0.00	1,482,855.81	49.00
<b>Report Total Revenue</b>	<u>10,365,195.00</u>	<u>580,176.29</u>	<u>6,849,870.18</u>	<u>0.00</u>	<u>3,515,324.82</u>	<u>34.00</u>

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TOWN OF ABERDEEN  
 FEB EXPENDITURE TOTALS- BY DEPT  
 CURRENT PERIOD: 02/01/2016 TO 02/29/2016

IDEAL REMAINING PERCENT: 33 %

ACCOUNT	BUDGETED	CURRENT	YEAR TO DATE	ENCUMBRANCE	REMAINING BALANCE	PERCENT
Fund: 10 GENERAL FUND						
4200 Department: 4200 ADMINISTRATION	86,337.00	-720.47	40,460.46	575.21	45,301.33	52.00
4208 Department: 4208 SPECIAL APPROPRIATIONS	44,637.00	0.00	34,446.27	0.00	10,190.73	23.00
4220 Department: 4220 GOVERNING BODY	29,106.00	228.06	11,825.12	0.00	17,280.88	59.00
4300 Department: 4300 FINANCE	332,918.00	24,911.27	473,982.89	0.00	-141,064.89	-42.00
4401 Department: 4401 MUNICIPAL BLDG	44,647.00	2,964.75	36,184.47	0.00	8,462.53	19.00
4402 Department: 4402 LIBRARY	11,400.00	233.34	5,948.37	0.00	5,451.63	48.00
4403 Department: 4403 DEPOT	5,430.00	304.51	1,919.13	0.00	3,510.87	65.00
4404 Department: 4404 FINANCE BLDG	12,124.00	304.41	6,844.39	0.00	5,279.61	44.00
4405 Department: 4405 MAYOR MEMORIAL	500.00	28.83	215.77	0.00	284.23	57.00
4406 Department: 4406 WHOLESALE GROCERY	1,225.00	0.00	0.00	0.00	1,225.00	100.00
4407 Department: 4407 EXCHANGE BLDG	920.00	0.00	0.00	0.00	920.00	100.00
4408 Department: 4408 AA BLDG	1,030.00	0.00	0.00	0.00	1,030.00	100.00
4409 Department: 4409 PUBLIC WORKS FACILITY	46,696.00	5,650.75	29,335.00	0.00	17,361.00	37.00
4410 Department: 4410 RECREATION STATION	61,838.00	3,411.53	39,856.54	3,400.00	18,581.46	30.00
4411 Department: 4411 MALCOLM BLUE FARM	20,000.00	932.95	5,956.99	5,000.00	9,043.01	45.00
4412 Department: 4412 RAY'S MILL PARK	40,200.00	356.93	2,773.74	0.00	37,426.26	93.00
4415 Department: 4415 MAIN STREET PROPERTY	0.00	0.00	0.00	0.00	0.00	0.00
4420 Department: 4420 POLICE FACILITY	45,519.00	1,452.42	21,654.83	1,385.00	22,479.17	49.00
4425 Department: 4425 POLICE/FIRE LAND	0.00	0.00	0.00	0.00	0.00	0.00
5150 Department: 5150 POLICE	2,153,908.00	179,431.06	1,416,851.75	24,151.20	712,905.05	33.00
5300 Department: 5300 FIRE/RESCUE	1,287,597.00	87,327.47	789,429.50	7,329.30	490,838.20	38.00
5415 Department: 5415 PLANNING	555,001.00	44,699.95	324,842.44	10,148.27	220,010.29	40.00
5500 Department: 5500 P&R ADMIN	284,094.00	20,160.25	177,410.63	260.42	106,422.95	37.00
5510 Department: 5510 PARK FACILITIES	65,059.00	1,536.77	75,798.20	16,410.00	-27,149.20	-42.00

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 CURRENT PERIOD: 02/01/2016 TO 02/29/2016

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ACCOUNT	BUDGETED	CURRENT	YEAR TO DATE	ENCUMBRANCE	REMAINING BALANCE	PCT
5520 Department: 5520 PROGRAMS	49,500.00	400.00	29,245.04	0.00	20,254.96	41.00
5530 Department: 5530 ATHLETICS	11,889.00	1,070.20	8,886.91	0.00	3,002.09	25.00
5600 Department: 5600 STREETS & BEAUTIFICATION	644,992.00	39,182.71	350,450.93	21,867.50	272,673.57	42.00
5650 Department: 5650 POWELL BILL	508,000.00	7,842.50	21,983.17	37,606.00	448,410.83	88.00
5800 Department: 5800 SANITATION	525,263.00	46,853.98	339,754.09	9,312.56	176,196.35	34.00
5900 Department: 5900 FINGERPRINT MACHINE	10,050.00	10,049.05	10,049.05	0.00	0.95	0.00
5902 Department: 5902 RECREATION STATION	85,194.00	0.00	0.00	0.00	85,194.00	100.00
5903 Department: 5903 POLICE IN-CAR CAMERAS	15,974.00	15,973.21	15,973.21	0.00	0.79	0.00
5908 Department: 5908 2013-14 DODGE CHARGERS	32,232.00	0.00	0.00	0.00	32,232.00	100.00
5909 Department: 5909 2014-15 (4) POLICE VEHS	43,524.00	0.00	43,522.73	0.00	1.27	0.00
5910 Department: 5910 KNUCKLEBOOM TRUCK	29,264.00	0.00	0.00	0.00	29,264.00	100.00
5911 Department: 5911 2014 FIRE TRUCK	95,281.00	0.00	0.00	0.00	95,281.00	100.00
5912 Department: 5912 2013-14 (2) TAHOES	24,324.00	0.00	24,323.29	0.00	0.71	0.00
5913 Department: 5913 FIRE STN EXPANSION	64,219.00	0.00	0.00	0.00	64,219.00	100.00
5914 Department: 5914 POLICE/FIRE PROPERTY	34,443.00	0.00	34,441.53	0.00	1.47	0.00
5915 Department: 5915 VARIOUS ITEMS	40,000.00	0.00	37,071.28	0.00	2,928.72	7.00
6200 Department: 6200 WATER & SEWER	0.00	0.00	0.00	0.00	0.00	0.00
10 Fund: 10 GENERAL FUND	7,344,335.00	494,586.43	4,411,437.72	137,445.46	2,795,451.82	38.00
Fund: 30 WATER & SEWER FUND						
6100 Department: 6100 WATER PRODUCTION	980,542.00	75,053.96	433,404.16	10,504.50	536,633.34	55.00
6200 Department: 6200 WATER & SEWER	1,938,858.00	144,291.00	1,194,941.45	19,017.63	724,898.92	37.00
6300 Department: 6300 BILLING & COLLECTIONS	101,460.00	6,236.87	66,575.97	0.00	34,884.03	34.00
30 Fund: 30 WATER & SEWER FUND	3,020,860.00	225,581.83	1,694,921.58	29,522.13	1,296,416.29	43.00
<b>Report Totals Net</b>	<u>10,365,195.00</u>	<u>720,168.26</u>	<u>6,106,359.30</u>	<u>166,967.59</u>	<u>4,091,868.11</u>	<u>39.00</u>

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IDEAL REMAINING PERCENT: 33 %

<u>ACCOUNT</u>	<u>BUDGETED</u>	<u>CURRENT</u>	<u>YEAR TO DATE</u>	<u>ENCUMBRANCE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
Fund: 10 GENERAL FUND						
Department: 4200 ADMINISTRATION						
Expenditure						
10-00-4200-020 SALARIES	202,600.00	15,583.84	130,919.88	0.00	71,680.12	35
10-00-4200-030 SOCIAL SECURITY	17,675.00	1,121.98	9,921.86	0.00	7,753.14	44
10-00-4200-045 MEDICAL INSURANCE	13,680.00	1,110.00	8,882.25	0.00	4,797.75	35
10-00-4200-046 DENTAL INSURANCE	972.00	72.78	582.24	0.00	389.76	40
10-00-4200-047 LIFE INSURANCE	721.00	53.66	429.81	0.00	291.19	40
10-00-4200-049 WELLNESS	1,600.00	50.00	558.30	0.00	1,041.70	65
10-00-4200-050 RETIREMENT	13,814.00	1,056.58	9,181.50	0.00	4,632.50	34
10-00-4200-051 401K RETIREMENT	10,130.00	779.20	6,771.06	0.00	3,358.94	33
10-00-4200-052 LONGEVITY	4,500.00	0.00	4,500.00	0.00	0.00	0
10-00-4200-070 WORKER'S COMP	600.00	0.00	0.00	0.00	600.00	100
10-00-4200-071 W/COMP DEDUCTIBLE	250.00	0.00	0.00	0.00	250.00	100
10-00-4200-090 UNEMPLOYMENT	3,000.00	0.00	0.00	0.00	3,000.00	100
10-00-4200-100 POSTAGE	3,000.00	56.09	1,996.60	0.00	1,003.40	33
10-00-4200-120 NEWSLETTER	2,800.00	0.00	1,564.00	0.00	1,236.00	44
10-00-4200-200 COMMUNICATIONS	2,000.00	175.45	1,236.81	0.00	763.19	38
10-00-4200-220 EQUIPMENT PURCHASES	0.00	658.79	1,562.65	0.00	-1,562.65	0
10-00-4200-225 EQUIPMENT MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0
10-00-4200-230 CONTRACTS/AGREEMENTS	30,494.00	267.88	3,719.70	0.00	26,774.30	88
10-00-4200-240 WELLNESS PROGRAMS	4,500.00	0.00	2,591.48	0.00	1,908.52	42
10-00-4200-250 EMPLOYEE FUNCTIONS	4,500.00	0.00	1,995.47	0.00	2,504.53	56
10-00-4200-260 ADVERTISING	500.00	67.38	67.38	0.00	432.62	87
10-00-4200-330 SUPPLIES	5,100.00	284.45	5,748.84	0.00	-648.84	-13
10-00-4200-331 SAFETY	6,000.00	0.00	873.12	130.21	4,996.67	83
10-00-4200-450 TRAINING/TRAVEL	4,176.00	191.10	711.72	0.00	3,464.28	83
10-00-4200-530 DUES/SUBSCRIPTIONS	9,500.00	0.00	10,600.50	0.00	-1,100.50	-12
10-00-4200-535 CITIZENS ACADEMY	1,500.00	0.00	1,575.49	0.00	-75.49	-5

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10-00-4200-540 PROP/LIAB INSURANCE	225.00	0.00	0.00	0.00	225.00	100
10-00-4200-570 MISCELLANEOUS EXPENSE	0.00	0.00	0.00	0.00	0.00	0
10-00-4200-595 LEGAL SERVICES	7,500.00	734.50	3,603.77	0.00	3,896.23	52
10-00-4200-596 COMPUTER SERVICES	18,000.00	599.85	13,161.98	445.00	4,393.02	24
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	6,376.05	0.00	-6,376.05	0
10-00-4200-900 CHARGEOUT TO W/S	-283,000.00	-23,584.00	-188,672.00	0.00	-94,328.00	33
<b>Fund: 10 GENERAL FUND, Department: 4200 ADMINISTRATION</b>						
<b>Total Expenditure</b>	86,337.00	-720.47	40,460.46	575.21	45,301.33	52.00
<b>Department: 4208 SPECIAL APPROPRIATIONS</b>						
<b>Expenditure</b>						
10-00-4208-100 MOORE COUNTY LIBRARY SYSTEM	4,500.00	0.00	0.00	0.00	4,500.00	100
10-00-4208-200 FRIENDS OF THE ABERDEEN LIBRARY	1,000.00	0.00	0.00	0.00	1,000.00	100
10-00-4208-300 LIONS CLUB FLAG PROJECT	2,000.00	0.00	2,000.00	0.00	0.00	0
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	13,037.00	0.00	213.00	2
10-00-4208-905 ECONOMIC DEV. FUNCTIONS	2,000.00	0.00	97.41	0.00	1,902.59	95
10-00-4208-910 ECONOMIC DEV. INCENTIVES	19,312.00	0.00	19,311.86	0.00	0.14	0
10-00-4208-915 ECONOMIC GRANT DISBURSE	0.00	0.00	0.00	0.00	0.00	0
<b>Fund: 10 GENERAL FUND, Department: 4208 SPECIAL APPROPRIATIONS</b>						
<b>Total Expenditure</b>	44,637.00	0.00	34,446.27	0.00	10,190.73	23.00
<b>Department: 4220 GOVERNING BODY</b>						
<b>Expenditure</b>						
10-00-4220-020 COMPENSATION	17,600.00	0.00	8,800.00	0.00	8,800.00	50
10-00-4220-030 SOCIAL SECURITY	1,346.00	0.00	673.20	0.00	672.80	50
10-00-4220-070 WORKER'S COMP	100.00	0.00	0.00	0.00	100.00	100
10-00-4220-200 COMMUNICATIONS	2,700.00	228.06	1,607.12	0.00	1,092.88	40

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10-00-4220-230 ELECTION	6,500.00	0.00	0.00	0.00	6,500.00	100
10-00-4220-450 TRAINING/TRAVEL	500.00	0.00	744.80	0.00	-244.80	-49
10-00-4220-540 PROP/LIAB INSURANCE	360.00	0.00	0.00	0.00	360.00	100
Fund: 10 GENERAL FUND, Department: 4220 GOVERNING BODY						
Total Expenditure	29,106.00	228.06	11,825.12	0.00	17,280.88	59.00
Department: 4300 FINANCE						
Expenditure						
10-00-4300-020 SALARIES	140,025.00	10,770.30	89,919.15	0.00	50,105.85	36
10-00-4300-030 SOCIAL SECURITY	11,056.00	804.12	7,243.21	0.00	3,812.79	34
10-00-4300-045 MEDICAL INSURANCE	8,640.00	740.00	5,921.50	0.00	2,718.50	31
10-00-4300-046 DENTAL INSURANCE	648.00	48.52	388.16	0.00	259.84	40
10-00-4300-047 LIFE INSURANCE	452.00	31.04	248.86	0.00	203.14	45
10-00-4300-050 RETIREMENT	9,640.00	730.21	6,503.31	0.00	3,136.69	33
10-00-4300-051 401K RETIREMENT	7,001.00	452.78	4,029.26	0.00	2,971.74	42
10-00-4300-052 LONGEVITY	4,500.00	0.00	6,000.00	0.00	-1,500.00	-33
10-00-4300-070 WORKER'S COMP	175.00	0.00	127,047.00	0.00	-126,872.00	-72,498
10-00-4300-071 W COMP DEDUCTIBLE	200.00	0.00	0.00	0.00	200.00	100
10-00-4300-100 POSTAGE	650.00	56.09	453.85	0.00	196.15	30
10-00-4300-220 EQUIPMENT PURCHASES	1,000.00	0.00	0.00	0.00	1,000.00	100
10-00-4300-225 EQUIPMENT MAINTENANCE	2,100.00	166.70	1,428.63	0.00	671.37	32
10-00-4300-275 TAX COLLECTION FEES	67,531.00	8,293.43	67,341.03	0.00	189.97	0
10-00-4300-330 SUPPLIES	2,200.00	150.81	1,723.48	0.00	476.52	22
10-00-4300-450 TRAINING/TRAVEL	0.00	0.00	234.45	0.00	-234.45	0
10-00-4300-540 PROP/LIAB INSURANCE	600.00	350.00	98,359.00	0.00	-97,759.00	-16,293
10-00-4300-595 PROFESSIONAL SERVICES	23,500.00	2,227.72	16,288.93	0.00	7,211.07	31
10-00-4300-596 COMPUTER SERVICES	6,000.00	89.55	5,066.90	0.00	933.10	16
10-00-4300-600 AUDIT	47,000.00	0.00	35,786.17	0.00	11,213.83	24
10-00-4300-740 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0
Fund: 10 GENERAL FUND, Department: 4300 FINANCE						

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Total Expenditure	332,918.00	24,911.27	473,982.89	0.00	-141,064.89	-42.00
Department: 4401 MUNICIPAL BLDG						
Expenditure						
10-00-4401-080 CONTRACT CLEANING	6,000.00	0.00	3,500.00	0.00	2,500.00	42
10-00-4401-110 TELEPHONE	11,000.00	551.74	4,807.36	0.00	6,192.64	56
10-00-4401-130 UTILITIES	12,200.00	1,034.67	8,012.12	0.00	4,187.88	34
10-00-4401-330 SUPPLIES/MAINTENANCE	3,500.00	1,378.34	5,424.43	0.00	-1,924.43	-55
10-00-4401-540 PROP/LIAB INSURANCE	9,250.00	0.00	2,794.00	0.00	6,456.00	70
10-00-4401-740 CAPITAL OUTLAY	2,697.00	0.00	11,646.56	0.00	-8,949.56	-332
Fund: 10 GENERAL FUND, Department: 4401 MUNICIPAL BLDG						
Total Expenditure	44,647.00	2,964.75	36,184.47	0.00	8,462.53	19.00
Department: 4402 LIBRARY						
Expenditure						
10-00-4402-080 CONTRACT CLEANING	1,500.00	0.00	875.00	0.00	625.00	42
10-00-4402-130 UTILITIES	2,400.00	194.34	1,607.37	0.00	792.63	33
10-00-4402-330 MAINTENANCE	2,000.00	39.00	710.00	0.00	1,290.00	65
10-00-4402-540 PROP/LIAB INSURANCE	5,500.00	0.00	2,756.00	0.00	2,744.00	50
10-00-4402-740 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0
Fund: 10 GENERAL FUND, Department: 4402 LIBRARY						
Total Expenditure	11,400.00	233.34	5,948.37	0.00	5,451.63	48.00
Department: 4403 DEPOT						
Expenditure						
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	292.51	1,543.68	0.00	1,656.32	52
10-00-4403-330 SUPPLIES/MAINTENANCE	1,000.00	12.00	375.45	0.00	624.55	62
10-00-4403-540 PROP/LIAB INSURANCE	1,250.00	0.00	0.00	0.00	1,230.00	100
10-00-4403-740 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0
Fund: 10 GENERAL FUND, Department: 4403 DEPOT						

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Total Expenditure	5,430.00	304.51	1,919.13	0.00	3,510.87	65.00
Department: 4404 FINANCE BLDG						
Expenditure						
10-00-4404-080 CONTRACT CLEANING	1,800.00	0.00	1,050.00	0.00	750.00	42
10-00-4404-110 TELEPHONE	2,800.00	84.28	842.38	0.00	1,957.62	70
10-00-4404-130 UTILITIES	1,700.00	126.24	1,036.97	0.00	663.03	39
10-00-4404-330 MAINTENANCE	700.00	93.89	666.47	0.00	33.53	5
10-00-4404-540 PROP/LIAB INSURANCE	4,000.00	0.00	2,125.00	0.00	1,875.00	47
10-00-4404-740 CAPITAL OUTLAY	1,124.00	0.00	1,123.57	0.00	0.43	0
Fund: 10 GENERAL FUND, Department: 4404 FINANCE BLDG						
Total Expenditure	12,124.00	304.41	6,844.39	0.00	5,279.61	44.00
Department: 4405 MAYOR MEMORIAL						
Expenditure						
10-00-4405-130 UTILITIES	300.00	28.83	215.77	0.00	84.23	28
10-00-4405-330 SUPPLIES/MAINTENANCE	200.00	0.00	0.00	0.00	200.00	100
Fund: 10 GENERAL FUND, Department: 4405 MAYOR MEMORIAL						
Total Expenditure	500.00	28.83	215.77	0.00	284.23	57.00
Department: 4406 WHOLESALE GROCERY						
Expenditure						
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	0.00	0.00	0.00	1,225.00	100
10-00-4406-740 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0
Fund: 10 GENERAL FUND, Department: 4406 WHOLESALE GROCERY						
Total Expenditure	1,225.00	0.00	0.00	0.00	1,225.00	100.00
Department: 4407 EXCHANGE BLDG						
Expenditure						
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	0.00	0.00	0.00	920.00	100

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Fund: 10 GENERAL FUND, Department: 4407 EXCHANGE BLDG						
Total Expenditure	920.00	0.00	0.00	0.00	920.00	100.00
Department: 4408 AA BLDG						
Expenditure						
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	0.00	0.00	0.00	1,030.00	100
10-00-4408-740 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0
Fund: 10 GENERAL FUND, Department: 4408 AA BLDG						
Total Expenditure	1,030.00	0.00	0.00	0.00	1,030.00	100.00
Department: 4409 PUBLIC WORKS FACILITY						
Expenditure						
10-00-4409-110 TELEPHONE	11,800.00	540.80	4,772.68	0.00	7,027.32	60
10-00-4409-130 UTILITIES	9,000.00	916.36	5,295.14	0.00	3,704.86	41
10-00-4409-220 EQUIPMENT PURCHASES	750.00	0.00	152.60	0.00	597.40	80
10-00-4409-330 SUPPLIES/MAINTENANCE	14,000.00	3,872.70	10,358.78	0.00	3,641.22	26
10-00-4409-540 PROP/LIAB INSURANCE	3,550.00	0.00	0.00	0.00	3,550.00	100
10-00-4409-595 COMPUTER SERVICES	4,000.00	320.89	5,160.39	0.00	-1,160.39	-29
10-00-4409-740 CAPITAL OUTLAY	3,596.00	0.00	3,595.41	0.00	0.59	0
Fund: 10 GENERAL FUND, Department: 4409 PUBLIC WORKS FACILITY						
Total Expenditure	46,696.00	5,650.75	29,335.00	0.00	17,361.00	37.00
Department: 4410 RECREATION STATION						
Expenditure						
10-00-4410-080 CONTRACT CLEANING	13,000.00	397.40	8,852.13	3,400.00	747.87	6
10-00-4410-110 TELEPHONE	8,750.00	424.64	3,728.83	0.00	5,021.17	57
10-00-4410-130 UTILITIES	21,000.00	1,975.50	14,682.08	0.00	6,317.92	30
10-00-4410-330 SUPPLIES/MAINTENANCE	5,000.00	613.99	4,977.37	0.00	22.63	0
10-00-4410-540 PROP/LIAB INSURANCE	8,000.00	0.00	1,529.00	0.00	6,471.00	81
10-00-4410-740 CAPITAL OUTLAY	6,088.00	0.00	6,087.13	0.00	0.87	0
Fund: 10 GENERAL FUND, Department: 4410 RECREATION STATION						

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Total Expenditure	61,838.00	3,411.53	39,856.54	3,400.00	18,581.46	30.00
Department: 4411 MALCOLM BLUE FARM						
Expenditure						
10-00-4411-130 UTILITIES	3,000.00	476.95	2,166.99	0.00	833.01	28
10-00-4411-330 SUPPLIES/MAINTENANCE	11,000.00	456.00	3,790.00	5,000.00	2,210.00	20
10-00-4411-540 PROPERTY INSURANCE	1,000.00	0.00	0.00	0.00	1,000.00	100
10-00-4411-650 SPECIAL EVENTS	5,000.00	0.00	0.00	0.00	5,000.00	100
10-00-4411-740 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0
10-00-4411-741 GRIST MILL RESTORATION	0.00	0.00	0.00	0.00	0.00	0
Fund: 10 GENERAL FUND, Department: 4411 MALCOLM BLUE FARM						
Total Expenditure	20,000.00	932.95	5,956.99	5,000.00	9,043.01	45.00
Department: 4412 RAY'S MILL PARK						
Expenditure						
10-00-4412-130 UTILITIES	4,200.00	336.24	2,283.45	0.00	1,916.55	46
10-00-4412-220 EQUIPMENT PURCHASES	0.00	0.00	0.00	0.00	0.00	0
10-00-4412-330 GROUNDS MAINTENANCE	35,000.00	20.69	417.29	0.00	34,582.71	99
10-00-4412-540 PROPERTY INSURANCE	1,000.00	0.00	73.00	0.00	927.00	93
10-00-4412-740 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0
Fund: 10 GENERAL FUND, Department: 4412 RAY'S MILL PARK						
Total Expenditure	40,200.00	356.93	2,773.74	0.00	37,426.26	93.00
Department: 4415 MAIN STREET PROPERTY						
Expenditure						
10-00-4415-740 MAIN STREET PROPERTY-CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0
Fund: 10 GENERAL FUND, Department: 4415 MAIN STREET PROPERTY						
Total Expenditure	0.00	0.00	0.00	0.00	0.00	0.00
Department: 4420 POLICE FACILITY						
Expenditure						
10-10-4420-080 CONTRACT CLEANING	4,500.00	0.00	2,625.00	0.00	1,875.00	42

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10-10-4420-110 TELEPHONE	14,500.00	487.06	4,604.08	0.00	9,895.92	68
10-10-4420-130 UTILITIES	14,000.00	637.05	7,645.35	0.00	6,354.65	45
10-10-4420-330 SUPPLIES/MAINTENANCE	4,000.00	328.31	1,836.71	1,385.00	778.29	19
10-10-4420-540 PROP/LIAB INSURANCE	3,575.00	0.00	0.00	0.00	3,575.00	100
10-10-4420-740 CAPITAL OUTLAY	4,944.00	0.00	4,943.69	0.00	0.31	0
<b>Fund: 10 GENERAL FUND, Department: 4420 POLICE FACILITY</b>						
<b>Total Expenditure</b>	<b>45,519.00</b>	<b>1,452.42</b>	<b>21,654.83</b>	<b>1,385.00</b>	<b>22,479.17</b>	<b>49.00</b>
<b>Department: 4425 POLICE/FIRE LAND</b>						
<b>Expenditure</b>						
10-10-4425-740 POLICE/FIRE LAND-CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0
<b>Fund: 10 GENERAL FUND, Department: 4425 POLICE/FIRE LAND</b>						
<b>Total Expenditure</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Department: 5150 POLICE</b>						
<b>Expenditure</b>						
10-10-5150-020 SALARIES	1,288,550.00	104,114.05	870,578.71	0.00	417,971.29	32
10-10-5150-021 PART-TIME SALARIES	15,000.00	891.36	4,699.65	0.00	10,300.35	69
10-10-5150-022 HOLIDAY PAY	34,694.00	1,580.40	10,978.56	0.00	23,715.44	68
10-10-5150-023 OVERTIME	7,000.00	754.31	3,870.21	0.00	3,129.79	45
10-10-5150-024 ON-CALL PAY	5,000.00	654.12	6,347.35	0.00	-1,347.35	-27
10-10-5150-025 EXTRA DUTY	0.00	900.00	9,481.50	0.00	-9,481.50	0
10-10-5150-030 SOCIAL SECURITY	104,678.00	8,161.04	68,661.52	0.00	36,016.48	34
10-10-5150-045 MEDICAL INSURANCE	136,260.00	10,511.52	82,747.52	0.00	53,512.48	39
10-10-5150-046 DENTAL INSURANCE	9,720.00	655.02	5,482.76	0.00	4,237.24	44
10-10-5150-047 LIFE INSURANCE	4,222.00	336.13	2,655.33	0.00	1,566.67	37
10-10-5150-050 RETIREMENT	97,035.00	8,843.22	64,284.96	0.00	32,750.04	34
10-10-5150-051 401K RETIREMENT	67,667.00	5,291.95	44,165.73	0.00	23,501.27	35
10-10-5150-052 LONGEVITY	18,100.00	495.00	18,495.00	0.00	-395.00	-2
10-10-5150-070 WORKER'S COMP	35,000.00	0.00	0.00	0.00	35,000.00	100
10-10-5150-071 W COMP DEDUCTIBLE	3,000.00	0.00	2,012.69	0.00	987.31	33

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10-10-5150-075 PREEMPLOY SCREENING	1,000.00	535.00	2,175.00	0.00	-1,175.00	-118
10-10-5150-100 POSTAGE	1,000.00	63.83	251.64	0.00	748.36	75
10-10-5150-130 UTILITIES-HWY 5	1,500.00	177.57	936.16	0.00	563.84	38
10-10-5150-170 VEHICLE MAINTENANCE	22,000.00	3,519.95	14,211.20	0.00	7,788.80	35
10-10-5150-200 COMMUNICATIONS	12,150.00	943.03	6,844.93	0.00	5,305.07	44
10-10-5150-220 EQUIPMENT PURCHASES	23,950.00	180.30	25,951.50	343.86	-2,345.36	-10
10-10-5150-225 EQUIPMENT MAINTENANCE	19,000.00	1,023.00	7,516.38	0.00	11,483.62	60
10-10-5150-230 CONTRACTS/AGREEMENTS	0.00	0.00	998.00	0.00	-998.00	0
10-10-5150-240 SPECIAL INVESTIGATIONS	200.00	0.00	2,550.00	0.00	-2,350.00	-1,175
10-10-5150-250 EMPLOYEE FUNCTIONS	400.00	200.00	950.67	0.00	-550.67	-138
10-10-5150-310 FUEL	72,000.00	3,521.24	32,518.47	0.00	39,481.53	55
10-10-5150-330 SUPPLIES	6,000.00	221.54	2,170.03	370.34	3,459.63	58
10-10-5150-331 SAFETY	2,750.00	0.00	444.00	0.00	2,306.00	84
10-10-5150-335 EMERGENCY MANAGEMENT	500.00	0.00	0.00	0.00	500.00	100
10-10-5150-360 UNIFORMS	6,000.00	190.13	2,473.83	770.00	2,756.17	46
10-10-5150-450 TRAINING/TRAVEL	8,860.00	1,059.12	3,716.77	0.00	5,143.23	58
10-10-5150-460 CRIME PREVENTION	500.00	0.00	178.89	0.00	321.11	64
10-10-5150-475 AMMUNITION	6,500.00	0.00	5,199.70	0.00	1,300.30	20
10-10-5150-530 DUES/SUBSCRIPTIONS	500.00	0.00	670.00	0.00	-170.00	-34
10-10-5150-540 PROP/LIAB INSURANCE	7,000.00	75.00	75.00	0.00	6,925.00	99
10-10-5150-580 UNIFORM CLEANING	3,950.00	314.07	2,089.17	0.00	1,860.83	47
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	2,310.00	2,537.50	0.00	462.50	15
10-10-5150-596 COMPUTER SERVICES	10,000.00	887.11	11,605.87	0.00	-1,605.87	-16
10-10-5150-600 STATE FORFEITURE	0.00	0.00	1,178.88	0.00	-1,178.88	0
10-10-5150-650 FEDERAL FORFEITURE	0.00	0.00	1,000.00	0.00	-1,000.00	0
10-10-5150-740 CAPITAL OUTLAY	119,072.00	21,022.05	94,146.67	22,667.00	2,258.33	2

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IDEAL REMAINING PERCENT: 33 %

<u>ACCOUNT</u>	<u>BUDGETED</u>	<u>CURRENT</u>	<u>YEAR TO DATE</u>	<u>ENCUMBRANCE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
Fund: 10 GENERAL FUND, Department: 5150 POLICE						
Total Expenditure	2,153,908.00	179,431.06	1,416,851.75	24,151.20	712,905.05	33.00
Department: 5300 FIRE/RESCUE						
Expenditure						
10-10-5300-020 SALARIES	696,250.00	54,511.27	456,738.80	0.00	239,511.20	34
10-10-5300-022 HOLIDAY PAY	18,331.00	0.00	0.00	0.00	18,331.00	100
10-10-5300-023 OVERTIME	0.00	0.00	0.00	0.00	0.00	0
10-10-5300-024 CALL PAY	47,300.00	0.00	47,220.32	0.00	79.68	0
10-10-5300-030 SOCIAL SECURITY	57,572.00	3,955.24	38,197.94	0.00	19,374.06	34
10-10-5300-045 MEDICAL INSURANCE	74,160.00	6,290.00	50,431.61	0.00	23,728.39	32
10-10-5300-046 DENTAL INSURANCE	5,508.00	412.42	3,299.36	0.00	2,208.64	40
10-10-5300-047 LIFE INSURANCE	2,278.00	188.87	1,492.97	0.00	785.03	34
10-10-5300-050 RETIREMENT	48,696.00	3,695.87	31,997.52	0.00	16,698.48	34
10-10-5300-051 401K RETIREMENT	36,504.00	2,725.56	23,596.92	0.00	12,907.08	35
10-10-5300-052 LONGEVITY	15,500.00	0.00	15,200.00	0.00	300.00	2
10-10-5300-053 PENSION	4,500.00	0.00	3,930.00	0.00	570.00	13
10-10-5300-070 WORKER'S COMP	38,000.00	0.00	0.00	0.00	38,000.00	100
10-10-5300-071 W COMP DEDUCTIBLE	2,000.00	0.00	925.98	0.00	1,074.02	54
10-10-5300-100 POSTAGE	600.00	74.25	312.95	0.00	287.05	48
10-10-5300-110 TELEPHONE	14,750.00	474.86	4,623.24	0.00	10,126.76	69
10-10-5300-130 UTILITIES	23,000.00	1,892.46	14,106.94	0.00	8,893.06	39
10-10-5300-170 VEHICLE MAINTENANCE	16,000.00	646.85	6,982.62	474.13	8,543.25	53
10-10-5300-200 COMMUNICATIONS	5,000.00	415.59	2,860.64	0.00	2,139.36	43
10-10-5300-220 EQUIPMENT PURCHASES	10,992.00	168.09	2,349.28	5,377.66	3,265.06	30
10-10-5300-225 EQUIPMENT MAINTENANCE	6,500.00	361.30	1,692.68	0.00	4,807.32	74
10-10-5300-260 ADVERTISING	0.00	0.00	0.00	0.00	0.00	0
10-10-5300-300 BUILDING MAINTENANCE	10,500.00	114.69	2,705.54	0.00	7,794.46	74
10-10-5300-310 FUEL	25,500.00	1,013.74	8,659.56	0.00	16,840.44	66
10-10-5300-330 SUPPLIES	8,200.00	2,786.21	5,605.07	0.00	2,594.93	32

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<u>ACCOUNT</u>	<u>BUDGETED</u>	<u>CURRENT</u>	<u>YEAR TO DATE</u>	<u>ENCUMBRANCE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
10-10-5300-331 SAFETY	5,000.00	2,109.26	2,731.41	130.21	2,138.38	43
10-10-5300-332 HAZARDOUS MATERIALS	1,000.00	0.00	502.11	0.00	497.89	50
10-10-5300-335 EMERGENCY MANAGEMENT	1,000.00	746.87	746.87	0.00	253.13	25
10-10-5300-360 UNIFORMS	14,000.00	2,594.75	4,029.69	1,121.59	8,848.72	63
10-10-5300-365 TURNOUT GEAR	7,500.00	0.00	384.00	0.00	7,116.00	95
10-10-5300-450 TRAINING/TRAVEL	9,000.00	30.00	3,100.54	0.00	5,899.46	66
10-10-5300-451 TRAINING VOLUNTEERS	4,000.00	170.23	2,251.99	0.00	1,748.01	44
10-10-5300-455 INSPECTIONS	2,117.00	0.00	300.00	0.00	1,817.00	86
10-10-5300-460 FIRE PREVENTION	3,500.00	0.00	2,797.93	0.00	702.07	20
10-10-5300-475 RESCUE	3,500.00	251.94	2,865.18	225.71	409.11	12
10-10-5300-530 DUES & SUBSCRIPTIONS	3,000.00	1,080.00	2,403.00	0.00	597.00	20
10-10-5300-540 PROP/LIAB INSURANCE	19,120.00	0.00	0.00	0.00	19,120.00	100
10-10-5300-580 UNIFORM CLEANING	2,500.00	154.48	1,314.35	0.00	1,185.65	47
10-10-5300-595 COMPUTER SERVICES	4,000.00	462.67	3,096.46	0.00	903.54	23
10-10-5300-740 CAPITAL OUTLAY	40,719.00	0.00	39,976.03	0.00	742.97	2
<b>Fund: 10 GENERAL FUND, Department: 5300 FIRE/RESCUE</b>						
<b>Total Expenditure</b>	<b>1,287,597.00</b>	<b>87,327.47</b>	<b>789,429.50</b>	<b>7,329.30</b>	<b>490,838.20</b>	<b>38.00</b>
<b>Department: 5415 PLANNING</b>						
<b>Expenditure</b>						
10-10-5415-020 SALARIES	266,640.00	22,325.06	183,016.02	0.00	83,623.98	31
10-10-5415-030 SOCIAL SECURITY	20,398.00	1,638.77	13,864.88	0.00	6,533.12	32
10-10-5415-045 MEDICAL INSURANCE	21,840.00	740.00	9,230.98	0.00	12,609.02	58
10-10-5415-046 DENTAL INSURANCE	1,944.00	145.56	1,115.96	0.00	828.04	43
10-10-5415-047 LIFE INSURANCE	832.00	67.15	489.12	0.00	342.88	41
10-10-5415-050 RETIREMENT	17,965.00	1,513.63	12,676.28	0.00	5,288.72	29
10-10-5415-051 401K RETIREMENT	13,467.00	1,116.24	9,348.26	0.00	4,118.74	31
10-10-5415-052 LONGEVITY	2,700.00	0.00	2,800.00	0.00	-100.00	-4
10-10-5415-070 WORKER'S COMP	4,000.00	0.00	0.00	0.00	4,000.00	100
10-10-5415-071 W COMP DEDUCTIBLE	500.00	0.00	0.00	0.00	500.00	100

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10-10-5415-100 POSTAGE	900.00	56.09	331.62	0.00	568.38	63
10-10-5415-110 TELEPHONE	5,200.00	165.14	1,592.38	0.00	3,607.62	69
10-10-5415-120 PRINTING/COPIES	1,200.00	687.15	687.15	0.00	512.85	43
10-10-5415-170 VEHICLE MAINTENANCE	1,000.00	158.00	916.31	0.00	83.69	8
10-10-5415-200 COMMUNICATIONS	3,000.00	254.11	1,805.59	0.00	1,194.41	40
10-10-5415-220 EQUIPMENT PURCHASES	2,000.00	1,775.85	1,865.83	0.00	134.17	7
10-10-5415-225 EQUIPMENT MAINTENANCE	8,400.00	2,221.46	6,843.44	0.00	1,556.56	19
10-10-5415-260 ADVERTISING	3,500.00	66.00	1,550.82	0.00	1,949.18	56
10-10-5415-310 FUEL	4,000.00	114.67	1,441.21	0.00	2,558.79	64
10-10-5415-330 SUPPLIES	3,600.00	-165.36	2,314.77	0.00	1,285.23	36
10-10-5415-331 SAFETY	150.00	0.00	128.99	0.00	21.01	14
10-10-5415-360 UNIFORMS	1,000.00	0.00	131.56	0.00	868.44	87
10-10-5415-440 HOMEOWNER'S RECOVERY	800.00	0.00	369.00	0.00	431.00	54
10-10-5415-450 TRAINING/TRAVEL	10,000.00	76.74	1,149.28	0.00	8,850.72	89
10-10-5415-460 CITIZEN BOARDS	500.00	0.00	377.06	0.00	122.94	25
10-10-5415-465 APPEARANCE/BEAUTIFICATION	7,562.00	0.00	895.25	0.00	6,666.75	88
10-10-5415-470 DOWNTOWN DEVELOPMENT	38,000.00	500.00	1,582.48	10,148.27	26,269.25	69
10-10-5415-475 SPRING SPREE FESTIVAL	0.00	720.00	950.00	0.00	-950.00	0
10-10-5415-481 CONTRACTED INSPECTIONS	2,500.00	0.00	0.00	0.00	2,500.00	100
10-10-5415-530 DUES/SUBSCRIPTIONS	750.00	120.00	865.00	0.00	-115.00	-15
10-10-5415-540 PROP/LIAB INSURANCE	925.00	0.00	0.00	0.00	925.00	100
10-10-5415-560 MINIMUM HOUSING ENFORCE	6,500.00	0.00	3,639.00	0.00	2,861.00	44
10-10-5415-595 PROFESSIONAL SERVICES	15,000.00	0.00	5,680.00	0.00	9,320.00	62
10-10-5415-596 COMPUTER SERVICES	16,750.00	1,220.69	9,896.75	0.00	6,853.25	41
10-10-5415-597 LEGAL SERVICES	37,243.00	4,807.50	29,994.54	0.00	7,248.46	19
10-10-5415-740 CAPITAL OUTLAY	34,235.00	4,375.50	17,292.91	0.00	16,942.09	49
Fund: 10 GENERAL FUND, Department: 5415 PLANNING						
Total Expenditure	555,001.00	44,699.95	324,842.44	10,148.27	220,010.29	40.00
Department: 5500 P&R ADMIN						

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Expenditure						
10-80-5500-020 SALARIES	158,470.00	12,166.30	98,419.29	0.00	60,050.71	38
10-80-5500-021 PART-TIME SALARIES	44,619.00	3,066.92	30,864.03	0.00	13,754.97	31
10-80-5500-030 SOCIAL SECURITY	15,598.00	1,069.88	9,206.30	0.00	6,391.70	41
10-80-5500-045 MEDICAL INSURANCE	17,280.00	1,480.00	10,543.35	0.00	6,736.65	39
10-80-5500-046 DENTAL INSURANCE	1,296.00	97.04	679.28	0.00	616.72	48
10-80-5500-047 LIFE INSURANCE	494.00	42.10	306.29	0.00	187.71	38
10-80-5500-050 RETIREMENT	10,623.00	824.90	6,733.91	0.00	3,889.09	37
10-80-5500-051 401K RETIREMENT	7,964.00	608.32	4,966.00	0.00	2,998.00	38
10-80-5500-052 LONGEVITY	800.00	0.00	1,000.00	0.00	-200.00	-25
10-80-5500-070 WORKER'S COMP	4,500.00	0.00	0.00	0.00	4,500.00	100
10-80-5500-071 W COMP DEDUCTIBLE	500.00	0.00	0.00	0.00	500.00	100
10-80-5500-100 POSTAGE	250.00	56.08	188.53	0.00	61.47	25
10-80-5500-120 PRINTING/COPIES	100.00	0.00	0.00	0.00	100.00	100
10-80-5500-170 VEHICLE MAINTENANCE	1,000.00	0.00	19.95	0.00	980.05	98
10-80-5500-200 COMMUNICATIONS	1,500.00	19.46	811.24	0.00	688.76	46
10-80-5500-220 EQUIPMENT PURCHASES	2,000.00	0.00	1,568.78	0.00	431.22	22
10-80-5500-225 EQUIPMENT MAINTENANCE	2,000.00	314.84	1,745.39	0.00	254.61	13
10-80-5500-230 CONTRACTS/AGREEMENTS	0.00	0.00	87.50	0.00	-87.50	0
10-80-5500-260 ADVERTISING	1,500.00	0.00	929.00	0.00	571.00	38
10-80-5500-310 FUEL	1,000.00	99.40	456.20	0.00	543.80	54
10-80-5500-330 SUPPLIES	2,000.00	50.10	940.31	0.00	1,059.69	53
10-80-5500-331 SAFETY	500.00	24.00	472.35	260.42	-232.77	-47
10-80-5500-360 UNIFORMS-STAFF	700.00	0.00	665.50	0.00	34.50	5
10-80-5500-450 TRAINING/TRAVEL	4,200.00	0.00	3,773.05	0.00	426.95	10
10-80-5500-530 DUES/SUBSCRIPTIONS	1,200.00	0.00	650.50	0.00	549.50	46
10-80-5500-540 PROP/LIAB INSURANCE	1,000.00	0.00	0.00	0.00	1,000.00	100
10-80-5500-595 COMPUTER SERVICES	3,000.00	240.91	2,383.88	0.00	616.12	21
10-80-5500-596 GRANT PLANNING	0.00	0.00	0.00	0.00	0.00	0

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10-80-5500-740 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0
Fund: 10 GENERAL FUND, Department: 5500 P&R ADMIN						
Total Expenditure	284,094.00	20,160.25	177,410.63	260.42	106,422.95	37.00
Department: 5510 PARK FACILITIES						
Expenditure						
10-80-5510-130 UTILITIES	4,600.00	317.59	2,831.70	0.00	1,768.30	38
10-80-5510-170 VEHICLE MAINTENANCE	1,000.00	0.00	442.32	0.00	557.68	56
10-80-5510-220 EQUIPMENT PURCHASES	2,000.00	0.00	1,225.70	0.00	774.30	39
10-80-5510-225 EQUIPMENT MAINTENANCE	3,000.00	0.00	118.22	0.00	2,881.78	96
10-80-5510-310 FUEL	3,000.00	128.08	1,093.99	0.00	1,906.01	64
10-80-5510-330 GROUNDS MAINTENANCE	20,704.00	997.17	10,621.29	1,410.00	8,672.71	42
10-80-5510-331 SAFETY	0.00	93.93	103.40	0.00	-103.40	0
10-80-5510-540 PROP/LIAB INSURANCE	755.00	0.00	0.00	0.00	755.00	100
10-80-5510-740 CAPITAL OUTLAY	30,000.00	0.00	59,361.58	15,000.00	-44,361.58	-148
Fund: 10 GENERAL FUND, Department: 5510 PARK FACILITIES						
Total Expenditure	65,059.00	1,536.77	75,798.20	16,410.00	-27,149.20	-42.00
Department: 5520 PROGRAMS						
Expenditure						
10-80-5520-330 SUPPLIES	0.00	0.00	45.50	0.00	-45.50	0
10-80-5520-450 TRAVEL	4,000.00	0.00	2,090.77	0.00	1,909.23	48
10-80-5520-595 CONTRACTED SERVICES	500.00	0.00	0.00	0.00	500.00	100
10-80-5520-600 RECREATION PROGRAMS	15,000.00	0.00	4,907.10	0.00	10,092.90	67
10-80-5520-650 SPECIAL EVENTS	30,000.00	400.00	22,201.67	0.00	7,798.33	26
Fund: 10 GENERAL FUND, Department: 5520 PROGRAMS						
Total Expenditure	49,500.00	400.00	29,245.04	0.00	20,254.96	41.00
Department: 5530 ATHLETICS						
Expenditure						
10-80-5530-330 EQUIPMENT/SUPPLIES	2,889.00	0.00	1,161.34	0.00	1,727.66	60
10-80-5530-360 UNIFORMS-ATHLETICS	6,500.00	210.20	4,899.57	0.00	1,600.43	25

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10-80-5530-595 CONTRACTED SERVICES	2,500.00	860.00	2,826.00	0.00	-326.00	-13
Fund: 10 GENERAL FUND, Department: 5530 ATHLETICS						
Total Expenditure	11,889.00	1,070.20	8,886.91	0.00	3,002.09	25.00
Department: 5600 STREETS & BEAUTIFICATION						
Expenditure						
10-20-5600-020 SALARIES	255,400.00	18,081.18	167,096.40	0.00	88,303.60	35
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	0.00	0.00	0.00	0
10-20-5600-030 SOCIAL SECURITY	20,250.00	1,306.95	12,989.92	0.00	7,260.08	36
10-20-5600-045 MEDICAL INSURANCE	33,600.00	2,249.48	22,975.48	0.00	10,624.52	32
10-20-5600-046 DENTAL INSURANCE	2,592.00	145.56	1,504.12	0.00	1,087.88	42
10-20-5600-047 LIFE INSURANCE	797.00	51.56	531.95	0.00	265.05	33
10-20-5600-050 RETIREMENT	17,655.00	1,225.89	11,986.96	0.00	5,668.04	32
10-20-5600-051 401K RETIREMENT	13,235.00	904.06	8,839.86	0.00	4,395.14	33
10-20-5600-052 LONGEVITY	9,300.00	0.00	9,700.00	0.00	-400.00	-4
10-20-5600-070 WORKER'S COMP	17,500.00	0.00	0.00	0.00	17,500.00	100
10-20-5600-071 W COMP DEDUCTIBLE	1,500.00	0.00	0.00	0.00	1,500.00	100
10-20-5600-130 UTILITIES-STREET LIGHTING	93,000.00	7,104.88	55,357.42	0.00	37,642.58	40
10-20-5600-135 STREET LIGHTING REIMBURSABLE	3,500.00	316.64	2,223.44	0.00	1,276.56	36
10-20-5600-170 VEHICLE MAINTENANCE	38,000.00	1,207.06	6,598.11	0.00	31,401.89	83
10-20-5600-200 COMMUNICATIONS	3,500.00	60.78	435.28	0.00	3,064.72	88
10-20-5600-220 EQUIPMENT PURCHASES	3,000.00	0.00	612.00	0.00	2,388.00	80
10-20-5600-225 EQUIPMENT MAINTENANCE	27,000.00	3,121.89	15,068.44	367.50	11,564.06	43
10-20-5600-310 FUEL	45,000.00	1,360.91	16,175.78	0.00	28,824.22	64
10-20-5600-320 STREET SIGNS	3,918.00	0.00	405.01	0.00	3,512.99	90
10-20-5600-322 STREET MAINTENANCE-NONPOWELL BILL	1,800.00	0.00	6,207.63	0.00	-4,407.63	-245
10-20-5600-325 CHRISTMAS DECORATIONS	1,000.00	75.84	774.71	0.00	225.29	23
10-20-5600-330 SUPPLIES	12,000.00	746.52	3,365.39	0.00	8,634.61	72
10-20-5600-331 SAFETY	2,900.00	348.80	1,494.54	0.00	1,405.46	48

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10-20-5600-335 EMERGENCY MANAGEMENT	0.00	0.00	0.00	0.00	0.00	0
10-20-5600-360 UNIFORMS	6,400.00	814.76	5,920.54	0.00	479.46	7
10-20-5600-450 TRAINING	400.00	59.95	83.95	0.00	316.05	79
10-20-5600-480 ENGINEER SERVICES	1,000.00	0.00	0.00	0.00	1,000.00	100
10-20-5600-520 STORMWATER GRANT	0.00	0.00	0.00	0.00	0.00	0
10-20-5600-540 PROP/LIAB INSURANCE	4,310.00	0.00	104.00	0.00	4,206.00	98
10-20-5600-740 CAPITAL OUTLAY	26,435.00	0.00	0.00	21,500.00	4,935.00	19
10-20-5600-741 CAPITAL OUTLAY-NONPOWELL BILL	0.00	0.00	0.00	0.00	0.00	0
<b>Fund: 10 GENERAL FUND, Department: 5600 STREETS &amp; BEAUTIFICATION</b>						
<b>Total Expenditure</b>	<b>644,992.00</b>	<b>39,182.71</b>	<b>350,450.93</b>	<b>21,867.50</b>	<b>272,673.57</b>	<b>42.00</b>
Department: 5650 POWELL BILL						
Expenditure						
10-20-5650-220 EQUIPMENT PURCHASES	2,000.00	0.00	0.00	0.00	2,000.00	100
10-20-5650-230 BRIDGE MAINTENANCE	5,000.00	0.00	0.00	0.00	5,000.00	100
10-20-5650-232 RR CROSSING MAINTENANCE	16,000.00	0.00	7,024.00	0.00	8,976.00	56
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	1,870.00	13,340.00	4,790.00	24
10-20-5650-595 ENGINEERING	50,000.00	7,842.50	9,752.50	13,040.00	27,207.50	54
10-20-5650-610 STREET MAINTENANCE	10,000.00	0.00	3,336.67	0.00	6,663.33	67
10-20-5650-612 STREET RESURFACING	400,000.00	0.00	0.00	11,226.00	388,774.00	97
10-20-5650-740 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0
<b>Fund: 10 GENERAL FUND, Department: 5650 POWELL BILL</b>						
<b>Total Expenditure</b>	<b>508,000.00</b>	<b>7,842.50</b>	<b>21,983.17</b>	<b>37,606.00</b>	<b>448,410.83</b>	<b>88.00</b>
Department: 5800 SANITATION						
Expenditure						
10-30-5800-020 SALARIES	200,000.00	14,939.20	128,660.17	0.00	71,339.83	36
10-30-5800-030 SOCIAL SECURITY	15,690.00	1,124.22	10,044.44	0.00	5,645.56	36
10-30-5800-045 MEDICAL INSURANCE	30,000.00	2,350.45	18,950.59	0.00	11,049.41	37
10-30-5800-046 DENTAL INSURANCE	2,268.00	169.82	1,334.30	0.00	933.70	41

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10-30-5800-047 LIFE INSURANCE	624.00	52.08	414.59	0.00	209.41	34
10-30-5800-050 RETIREMENT	13,680.00	1,012.90	9,067.84	0.00	4,612.16	34
10-30-5800-051 401K RETIREMENT	10,255.00	746.96	6,737.20	0.00	3,517.80	34
10-30-5800-052 LONGEVITY	5,100.00	0.00	5,083.10	0.00	16.90	0
10-30-5800-070 WORKER'S COMP	16,500.00	0.00	0.00	0.00	16,500.00	100
10-30-5800-071 W COMP DEDUCTIBLE	1,500.00	0.00	0.00	0.00	1,500.00	100
10-30-5800-170 VEHICLE MAINTENANCE	47,648.00	3,570.28	52,025.78	2,641.48	-7,019.26	-15
10-30-5800-200 COMMUNICATIONS	200.00	0.00	0.00	0.00	200.00	100
10-30-5800-220 EQUIPMENT PURCHASES	7,000.00	0.00	5,070.04	5,400.00	-3,470.04	-50
10-30-5800-225 EQUIPMENT MAINTENANCE	1,813.00	1,636.11	2,940.56	1,050.00	-2,177.56	-120
10-30-5800-230 CONTRACTS/AGREEMENTS	0.00	0.00	0.00	0.00	0.00	0
10-30-5800-260 ADVERTISING	300.00	125.94	395.94	0.00	-95.94	-32
10-30-5800-310 FUEL	26,000.00	1,420.19	11,514.15	0.00	14,485.85	56
10-30-5800-330 SUPPLIES	1,500.00	-237.80	710.11	0.00	789.89	53
10-30-5800-331 SAFETY	2,800.00	236.94	1,677.85	0.00	1,122.15	40
10-30-5800-360 UNIFORMS	5,000.00	627.12	4,967.78	221.08	-188.86	-4
10-30-5800-540 PROP/LIAB INSURANCE	4,885.00	0.00	0.00	0.00	4,885.00	100
10-30-5800-560 LANDFILL DISPOSAL FEES	98,000.00	11,926.37	59,642.60	0.00	38,357.40	39
10-30-5800-562 LEAF/LIMB DISPOSAL FEES	30,000.00	1,273.20	14,637.05	0.00	15,362.95	51
10-30-5800-565 RECYCLING DISPOSAL FEES	0.00	0.00	0.00	0.00	0.00	0
10-30-5800-570 HAZARDOUS DISPOSAL FEES	4,500.00	5,880.00	5,880.00	0.00	-1,380.00	-31
10-30-5800-740 CAPITAL OUTLAY	0.00	0.00	0.00	0.00	0.00	0
<b>Fund: 10 GENERAL FUND, Department: 5800 SANITATION</b>						
<b>Total Expenditure</b>	<b>525,263.00</b>	<b>46,853.98</b>	<b>339,754.09</b>	<b>9,312.56</b>	<b>176,196.35</b>	<b>34.00</b>
<b>Department: 5900 FINGERPRINT MACHINE</b>						
<b>Expenditure</b>						
10-60-5900-100 FINGERPRINT MACHINE-PRINCIPAL	9,616.00	9,615.42	9,615.42	0.00	0.58	0
10-60-5900-200 FINGERPRINT MACHINE-INTEREST	434.00	433.63	433.63	0.00	0.37	0
<b>Fund: 10 GENERAL FUND, Department: 5900 FINGERPRINT MACHINE</b>						

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Total Expenditure	10,050.00	10,049.05	10,049.05	0.00	0.95	0.00
Department: 5902 RECREATION STATION						
Expenditure						
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	18,527.00	0.00	0.00	0.00	18,527.00	100
Fund: 10 GENERAL FUND, Department: 5902 RECREATION STATION						
Total Expenditure	85,194.00	0.00	0.00	0.00	85,194.00	100.00
Department: 5903 POLICE IN-CAR CAMERAS						
Expenditure						
10-60-5903-100 POLICE IN-CAR CAMERAS-PRINCIPAL	14,920.00	14,919.81	14,919.81	0.00	0.19	0
10-60-5903-200 POLICE IN-CAR CAMERAS-INTEREST	1,054.00	1,053.40	1,053.40	0.00	0.60	0
Fund: 10 GENERAL FUND, Department: 5903 POLICE IN-CAR CAMERAS						
Total Expenditure	15,974.00	15,973.21	15,973.21	0.00	0.79	0.00
Department: 5908 2013-14 DODGE CHARGERS						
Expenditure						
10-60-5908-100 2013-14 (3) DODGE CHARGERS-PRINC	31,223.00	0.00	0.00	0.00	31,223.00	100
10-60-5908-200 2013-14 (3) DODGE CHARGERS-INTEREST	1,009.00	0.00	0.00	0.00	1,009.00	100
Fund: 10 GENERAL FUND, Department: 5908 2013-14 DODGE CHARGERS						
Total Expenditure	32,232.00	0.00	0.00	0.00	32,232.00	100.00
Department: 5909 2014-15 (4) POLICE VEHS						
Expenditure						
10-60-5909-100 2014-15 (4) POLICE VEHICLES-PRINC	41,817.00	0.00	41,816.29	0.00	0.71	0
10-60-5909-200 2014-15 (4) POLICE VEHICLES-INT	1,707.00	0.00	1,706.44	0.00	0.56	0
Fund: 10 GENERAL FUND, Department: 5909 2014-15 (4) POLICE VEHS						
Total Expenditure	43,524.00	0.00	43,522.73	0.00	1.27	0.00
Department: 5910 KNUCKLEBOOM TRUCK						
Expenditure						
10-60-5910-100 2012-13 KNUCKLEBOOM TRUCK-PRINC	28,631.00	0.00	0.00	0.00	28,631.00	100

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10-60-5910-200 2012-13 KNUCKLEBOOM TRUCK-INT	633.00	0.00	0.00	0.00	633.00	100
Fund: 10 GENERAL FUND, Department: 5910 KNUCKLEBOOM TRUCK						
Total Expenditure	29,264.00	0.00	0.00	0.00	29,264.00	100.00
Department: 5911 2014 FIRE TRUCK						
Expenditure						
10-60-5911-100 2013-14 FIRE TRUCK-PRINCIPAL	64,149.00	0.00	0.00	0.00	64,149.00	100
10-60-5911-200 2013-14 FIRE TRUCK-INTEREST	31,132.00	0.00	0.00	0.00	31,132.00	100
Fund: 10 GENERAL FUND, Department: 5911 2014 FIRE TRUCK						
Total Expenditure	95,281.00	0.00	0.00	0.00	95,281.00	100.00
Department: 5912 2013-14 (2) TAHOES						
Expenditure						
10-60-5912-100 2013-14 (2) TAHOES-PRINCIPAL	23,830.00	0.00	23,830.00	0.00	0.00	0
10-60-5912-200 2013-14 (2) TAHOES-INTEREST	494.00	0.00	493.29	0.00	0.71	0
Fund: 10 GENERAL FUND, Department: 5912 2013-14 (2) TAHOES						
Total Expenditure	24,324.00	0.00	24,323.29	0.00	0.71	0.00
Department: 5913 FIRE STN EXPANSION						
Expenditure						
10-60-5913-100 FIRE STATION EXPANSION-PRINC	23,770.00	0.00	0.00	0.00	23,770.00	100
10-60-5913-200 FIRE STATION EXPANSION-INT	40,449.00	0.00	0.00	0.00	40,449.00	100
Fund: 10 GENERAL FUND, Department: 5913 FIRE STN EXPANSION						
Total Expenditure	64,219.00	0.00	0.00	0.00	64,219.00	100.00
Department: 5914 POLICE/FIRE PROPERTY						
Expenditure						
10-60-5914-100 POLICE/FIRE LAND-PRINCIPAL	26,750.00	0.00	26,749.04	0.00	0.96	0
10-60-5914-200 POLICE/FIRE LAND-INTEREST	7,693.00	0.00	7,692.49	0.00	0.51	0
Fund: 10 GENERAL FUND, Department: 5914 POLICE/FIRE PROPERTY						
Total Expenditure	34,443.00	0.00	34,441.53	0.00	1.47	0.00
Department: 5915 VARIOUS ITEMS						

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Expenditure						
10-60-5915-100 VARIOUS CAPITAL ITEMS-PRINC	36,700.00	0.00	37,071.28	0.00	-371.28	-1
10-60-5915-200 VARIOUS CAPITAL ITEMS-INTEREST	3,300.00	0.00	0.00	0.00	3,300.00	100
Fund: 10 GENERAL FUND, Department: 5915 VARIOUS ITEMS						
Total Expenditure	40,000.00	0.00	37,071.28	0.00	2,928.72	7.00
Fund: 30 WATER & SEWER FUND						
Department: 6100 WATER PRODUCTION						
Expenditure						
30-91-6100-020 SALARIES	116,500.00	8,500.56	57,488.48	0.00	59,011.52	51
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	1,748.55	7,819.60	0.00	-2,819.60	-56
30-91-6100-030 SOCIAL SECURITY	9,601.00	735.99	4,895.42	0.00	4,705.58	49
30-91-6100-045 MEDICAL INSURANCE	13,200.00	1,110.00	6,291.50	0.00	6,908.50	52
30-91-6100-046 DENTAL INSURANCE	972.00	72.78	412.42	0.00	559.58	58
30-91-6100-047 LIFE INSURANCE	380.00	29.98	174.30	0.00	205.70	54
30-91-6100-049 WELLNESS	300.00	0.00	150.00	0.00	150.00	50
30-91-6100-050 RETIREMENT	8,371.00	694.88	4,570.27	0.00	3,800.73	45
30-91-6100-051 401K RETIREMENT	6,275.00	512.44	3,320.36	0.00	2,954.64	47
30-91-6100-052 LONGEVITY	4,000.00	0.00	2,100.00	0.00	1,900.00	48
30-91-6100-070 WORKER'S COMP	4,500.00	0.00	0.00	0.00	4,500.00	100
30-91-6100-071 W COMP DEDUCTIBLE	1,000.00	0.00	0.00	0.00	1,000.00	100
30-91-6100-100 POSTAGE	1,000.00	56.08	222.08	0.00	777.92	78
30-91-6100-130 UTILITIES	140,000.00	12,119.22	95,653.16	0.00	44,346.84	32
30-91-6100-170 VEHICLE MAINTENANCE	5,000.00	31.16	318.96	0.00	4,681.04	94
30-91-6100-175 FACILITY MAINTENANCE	38,000.00	993.43	4,730.97	0.00	33,269.03	88
30-91-6100-177 SYSTEM MAINTENANCE	30,000.00	0.00	6,908.59	10,000.00	13,091.41	44
30-91-6100-180 WELL HEAD PROTECTION PROGRAM	500.00	0.00	0.00	0.00	500.00	100
30-91-6100-200 COMMUNICATIONS	3,000.00	115.84	1,731.42	0.00	1,268.58	42

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30-91-6100-220 EQUIPMENT PURCHASES	4,000.00	0.00	0.00	504.50	3,495.50	87
30-91-6100-225 EQUIPMENT MAINTENANCE	8,000.00	185.75	267.27	0.00	7,732.73	97
30-91-6100-235 LICENSES & FEES	4,200.00	0.00	2,065.00	0.00	2,135.00	51
30-91-6100-310 FUEL	15,000.00	904.31	4,626.14	0.00	10,373.86	69
30-91-6100-330 SUPPLIES	7,000.00	888.07	2,500.90	0.00	4,499.10	64
30-91-6100-331 SAFETY	1,500.00	226.99	964.64	0.00	535.36	36
30-91-6100-332 TESTING	28,000.00	1,325.00	16,739.00	0.00	11,261.00	40
30-91-6100-333 CHEMICALS	98,000.00	0.00	53,037.07	0.00	44,962.93	46
30-91-6100-360 UNIFORMS	2,200.00	236.68	1,838.16	0.00	361.84	16
30-91-6100-450 TRAINING/TRAVEL	3,000.00	0.00	419.70	0.00	2,580.30	86
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	17,900.00	0.00	300.00	0.00	17,600.00	98
30-91-6100-595 ENGINEER SERVICES	5,000.00	0.00	0.00	0.00	5,000.00	100
30-91-6100-596 CONTRACTED SERVICES	165,000.00	37,606.25	127,443.75	0.00	37,556.25	23
30-91-6100-597 LEGAL FEES	0.00	0.00	70.00	0.00	-70.00	0
30-91-6100-600 DEPRECIATION EXPENSE	0.00	0.00	0.00	0.00	0.00	0
30-91-6100-740 CAPITAL OUTLAY	225,143.00	6,960.00	21,335.00	0.00	203,808.00	91
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
<b>Fund: 30 WATER &amp; SEWER FUND, Department: 6100 WATER PRODUCTION</b>						
<b>Total Expenditure</b>	980,542.00	75,053.96	433,404.16	10,504.50	536,633.34	55.00
<b>Department: 6200 WATER &amp; SEWER</b>						
<b>Expenditure</b>						
30-91-6200-020 SALARIES	366,000.00	26,980.95	234,985.32	0.00	131,014.68	36
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	942.93	3,557.71	0.00	4,442.29	56
30-91-6200-024 ON-CALL PAY	2,000.00	29.42	562.58	0.00	1,437.42	72
30-91-6200-030 SOCIAL SECURITY	29,749.00	2,027.02	18,544.26	0.00	11,204.74	38
30-91-6200-045 MEDICAL INSURANCE	44,160.00	2,546.06	21,207.14	0.00	22,952.86	52

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30-91-6200-046 DENTAL INSURANCE	2,916.00	218.34	1,746.72	0.00	1,169.28	40
30-91-6200-047 LIFE INSURANCE	1,142.00	106.93	840.49	0.00	301.51	26
30-91-6200-048 OPEB EXPENSE (AUDIT)	0.00	0.00	0.00	0.00	0.00	0
30-91-6200-050 RETIREMENT	25,926.00	1,895.21	17,084.19	0.00	8,841.81	34
30-91-6200-051 401K RETIREMENT	22,360.00	1,397.67	12,599.06	0.00	9,760.94	44
30-91-6200-052 LONGEVITY	12,875.00	0.00	12,875.00	0.00	0.00	0
30-91-6200-070 WORKER'S COMP	10,000.00	0.00	0.00	0.00	10,000.00	100
30-91-6200-071 WORKER'S COMP DEDUCTIBLE	3,000.00	0.00	0.00	0.00	3,000.00	100
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	411.42	3,717.01	0.00	5,282.99	59
30-91-6200-131 BUILDING MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0
30-91-6200-170 VEHICLE MAINTENANCE	12,000.00	78.68	3,153.10	0.00	8,846.90	74
30-91-6200-171 SYSTEM MAINTENANCE	100,000.00	172.72	25,451.83	4,000.00	70,548.17	71
30-91-6200-175 FACILITY MAINTENANCE	20,000.00	835.00	19,756.61	2,700.87	-2,457.48	-12
30-91-6200-200 COMMUNICATIONS	5,000.00	632.93	4,017.07	0.00	982.93	20
30-91-6200-220 EQUIPMENT PURCHASES	5,000.00	0.00	0.00	0.00	5,000.00	100
30-91-6200-225 EQUIPMENT MAINTENANCE	10,000.00	1,108.83	8,273.50	0.00	1,726.50	17
30-91-6200-227 RPZ PROGRAM	2,000.00	0.00	605.19	0.00	1,394.81	70
30-91-6200-230 CONTRACTS/AGREEMENTS	3,000.00	228.79	1,813.95	0.00	1,186.05	40
30-91-6200-235 LICENSES & FEES	1,200.00	0.00	810.00	0.00	390.00	33
30-91-6200-260 ADVERTISING	300.00	125.94	249.69	0.00	50.31	17
30-91-6200-310 FUEL	28,000.00	1,077.27	9,822.10	0.00	18,177.90	65
30-91-6200-330 SUPPLIES	84,000.00	3,762.04	57,741.20	11,843.75	14,415.05	17
30-91-6200-331 SAFETY	4,000.00	677.46	2,515.44	473.01	1,011.55	25
30-91-6200-335 EMERGENCY MANAGEMENT	0.00	0.00	0.00	0.00	0.00	0
30-91-6200-360 UNIFORMS	5,300.00	591.24	4,840.06	0.00	459.94	9
30-91-6200-450 TRAINING/TRAVEL	3,200.00	314.91	626.10	0.00	2,573.90	80
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	0.00	0.00	0.00	6,730.00	100

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 CURRENT PERIOD: 02/01/2016 TO 02/29/2016

IDEAL REMAINING PERCENT: 33 %

<u>ACCOUNT</u>	<u>BUDGETED</u>	<u>CURRENT</u>	<u>YEAR TO DATE</u>	<u>ENCUMBRANCE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
30-91-6200-595 ENGINEER SERVICES	5,000.00	0.00	0.00	0.00	5,000.00	100
30-91-6200-596 CONTRACT SERV. WATER TREATMENT	700,000.00	74,545.24	459,325.92	0.00	240,674.08	34
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	112,000.00	0.00	79,548.21	0.00	32,451.79	29
30-91-6200-742 CAPITAL OUTLAY-EQUIPMENT	0.00	0.00	0.00	0.00	0.00	0
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	0.00	0.00	0.00	0.00	0.00	0
30-91-6200-900 ADMINISTRATIVE CHARGES	283,000.00	23,584.00	188,672.00	0.00	94,328.00	33
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
30-91-6200-926 TRANSFER-OUT TO WELL REPLACE PROJ.	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>Fund: 30 WATER &amp; SEWER FUND, Department: 6200 WATER &amp; SEWER</b>						
Total Expenditure	1,938,858.00	144,291.00	1,194,941.45	19,017.63	724,898.92	37.00
<b>Department: 6300 BILLING &amp; COLLECTIONS</b>						
Expenditure						
30-91-6300-020 SALARIES	57,850.00	4,450.40	37,964.69	0.00	19,885.31	34
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	4,594.00	328.35	2,868.60	0.00	1,725.40	38
30-91-6300-045 MEDICAL INSURANCE	4,560.00	370.00	2,960.75	0.00	1,599.25	35
30-91-6300-046 DENTAL INSURANCE	324.00	24.26	194.08	0.00	129.92	40
30-91-6300-047 LIFE INSURANCE	180.00	21.30	170.91	0.00	9.09	5
30-91-6300-050 RETIREMENT	4,004.00	301.75	2,621.53	0.00	1,382.47	35
30-91-6300-051 401K RETIREMENT	3,003.00	308.24	2,699.82	0.00	303.18	10
30-91-6300-052 LONGEVITY	2,200.00	0.00	700.00	0.00	1,500.00	68
30-91-6300-070 WORKER'S COMP	175.00	0.00	0.00	0.00	175.00	100
30-91-6300-071 W COMP DEDUCTIBLE	250.00	0.00	0.00	0.00	250.00	100

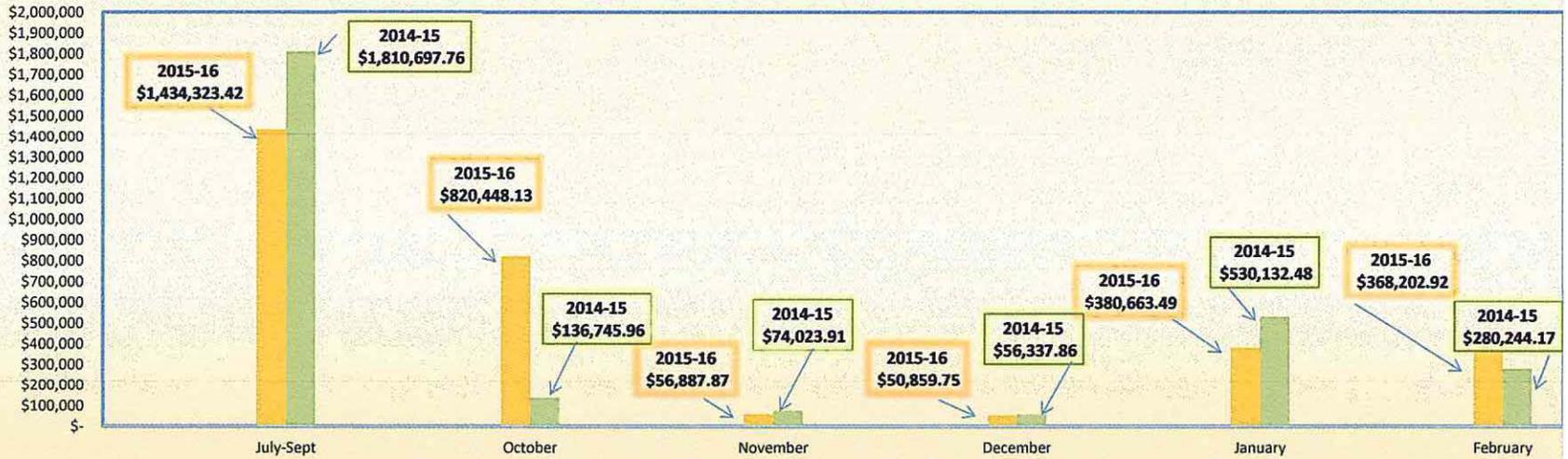
FY 2015-2016

TOWN OF ABERDEEN  
 FEBRUARY EXPENDITURE REPORT  
 CURRENT PERIOD: 02/01/2016 TO 02/29/2016

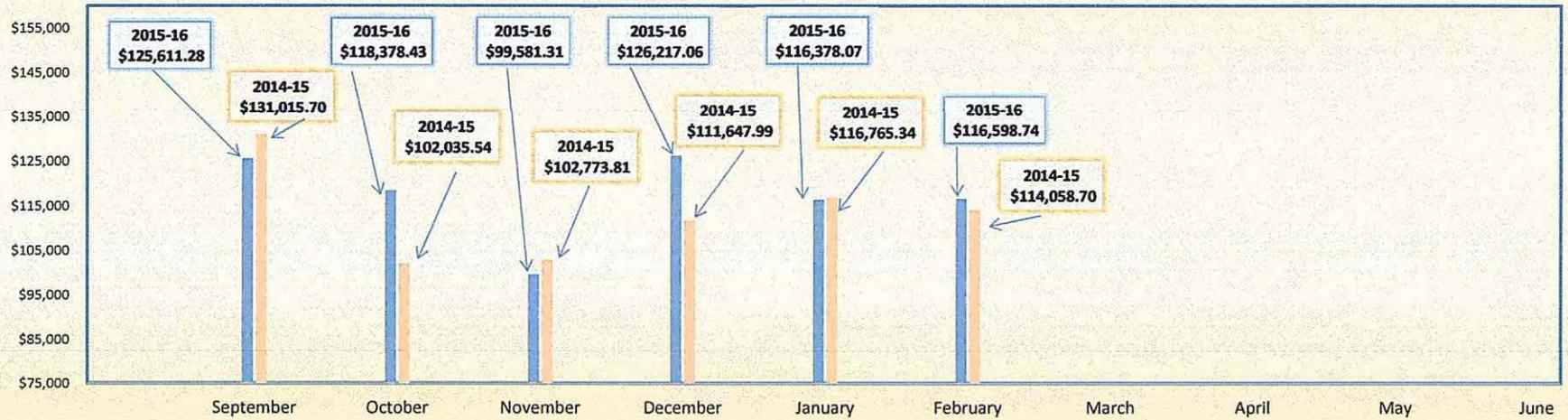
IDEAL REMAINING PERCENT: 33 %

<u>ACCOUNT</u>	<u>BUDGETED</u>	<u>CURRENT</u>	<u>YEAR TO DATE</u>	<u>ENCUMBRANCE</u>	<u>REMAINING BALANCE</u>	<u>PCT</u>
30-91-6300-100 POSTAGE	7,500.00	56.09	5,458.79	0.00	2,041.21	27
30-91-6300-110 TELEPHONE	3,700.00	65.32	690.70	0.00	3,009.30	81
30-91-6300-120 PRINTING	3,000.00	0.00	1,936.52	0.00	1,063.48	35
30-91-6300-220 EQUIPMENT PURCHASES	0.00	0.00	74.99	0.00	-74.99	0
30-91-6300-225 EQUIPMENT MAINTENANCE	0.00	0.00	0.00	0.00	0.00	0
30-91-6300-260 ADVERTISING	0.00	0.00	0.00	0.00	0.00	0
30-91-6300-330 SUPPLIES	1,000.00	104.35	446.27	0.00	553.73	55
30-91-6300-450 TRAINING/TRAVEL	0.00	0.00	0.00	0.00	0.00	0
30-91-6300-540 PROP/LIAB INSURANCE	120.00	0.00	0.00	0.00	120.00	100
30-91-6300-570 MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0
30-91-6300-595 COMPUTER SERVICES	9,000.00	206.81	6,664.75	0.00	2,335.25	26
30-91-6300-740 CAPITAL OUTLAY	0.00	0.00	1,123.57	0.00	-1,123.57	0
Fund: 30 WATER & SEWER FUND, Department: 6300 BILLING & COLLECTIONS						
Total Expenditure	101,460.00	6,236.87	66,575.97	0.00	34,884.03	34.00
<b>Report Total Expenditure</b>	<u>10,365,195.00</u>	<u>720,168.26</u>	<u>6,106,359.30</u>	<u>166,967.59</u>	<u>4,091,868.11</u>	<u>39.00</u>

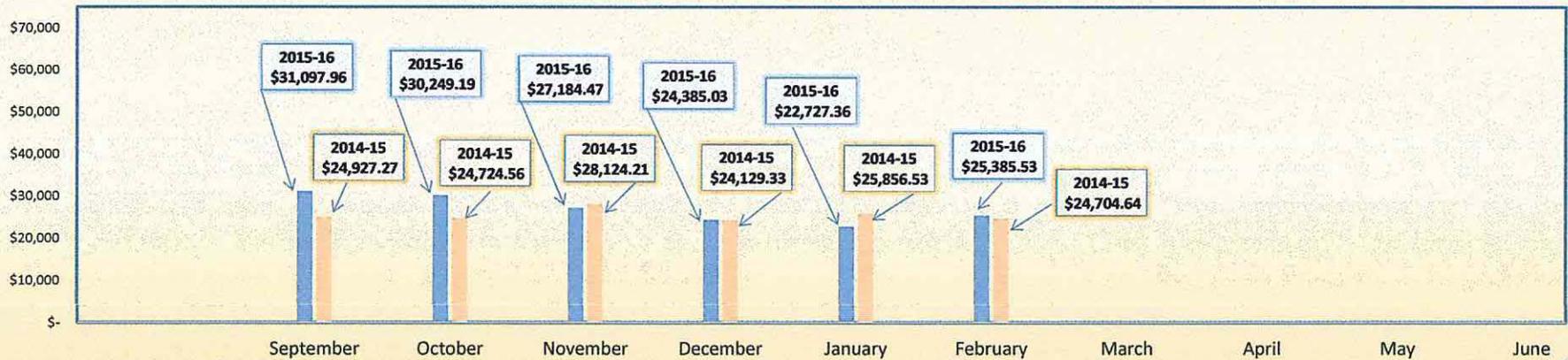
### R&P Property Tax Revenue Analysis (Current and Prior Year Comparison)



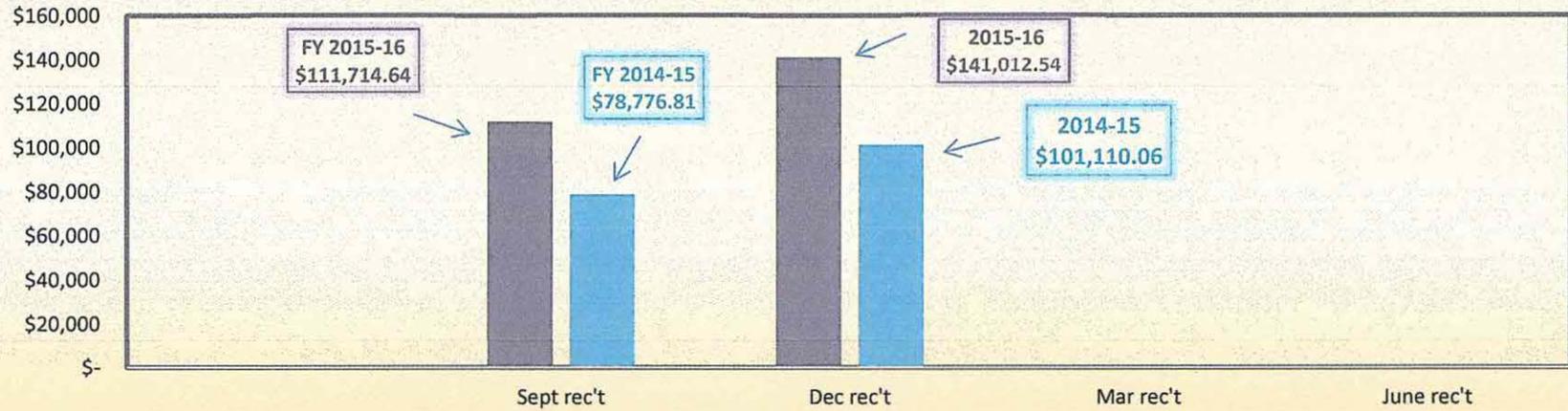
### Local Sales Tax Revenue Analysis (Current Year and Prior Year Comparison)



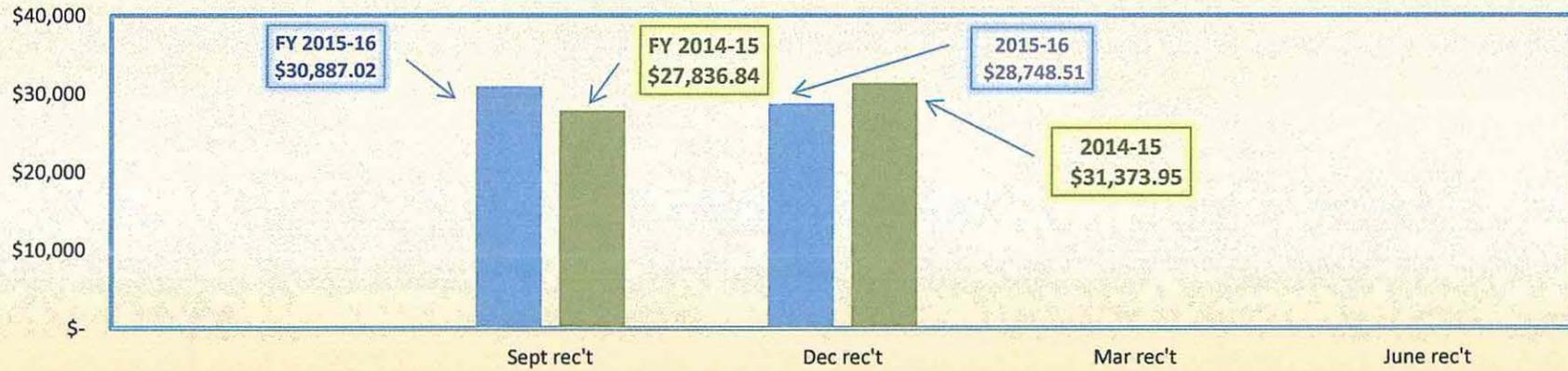
### Hold Harmless Tax Revenue Analysis (Current Year and Prior Year Comparison)



### Utilities Franchise Tax Revenue Analysis (Current Year and Prior Year Comparison)



### Video Sales Tax Revenue Analysis (Current Year and Prior Year Comparison)



Fuel Costs in FY 2015-2016							
Department	Account Number	Budgeted	Current Month	YTD	Encumbrance	Remaining Balance	% Remaining
Police-Fuel	10.10.5150.310	\$ 72,000.00	\$ 3,521.24	\$ 32,518.47		\$ 39,481.53	55%
Fire/Rescue-Fuel	10.10.5300.310	\$ 25,500.00	\$ 1,013.74	\$ 8,659.56		\$ 16,840.44	66%
Planning-Fuel	10.10.5415.310	\$ 4,000.00	\$ 114.67	\$ 1,441.21		\$ 2,558.79	64%
Streets & Beautification-Fuel	10.20.5600.310	\$ 45,000.00	\$ 1,360.91	\$ 16,175.78		\$ 28,824.22	64%
Sanitation-Fuel	10.30.5800.310	\$ 26,000.00	\$ 1,420.19	\$ 11,514.15		\$ 14,485.85	56%
Parks & Recreation Admin-Fuel	10.80.5500.310	\$ 1,000.00	\$ 99.40	\$ 456.20		\$ 543.80	54%
Parks & Recreation-Park Facilities-Fuel	10.80.5510.310	\$ 3,000.00	\$ 128.08	\$ 1,093.99		\$ 1,906.01	64%
Water Production-Fuel	30.91.6100.310	\$ 15,000.00	\$ 904.31	\$ 4,626.14		\$ 10,373.86	69%
Water & Sewer-Fuel	30.91.6200.310	\$ 28,000.00	\$ 1,077.27	\$ 9,822.10		\$ 18,177.90	65%
<b>Totals as of 2/29/2016</b>		<b>\$ 219,500.00</b>	<b>\$ 9,639.81</b>	<b>\$ 86,307.60</b>	<b>\$ -</b>	<b>\$ 133,192.40</b>	<b>61%</b>

Fuel Costs in FY 2014-2015							
Department	Account Number	Budgeted	Current Month	YTD	Encumbrance	Remaining Balance	% Remaining
Police-Fuel	10.10.5150.310	\$ 82,000.00	\$ 4,537.49	\$ 43,913.24		\$ 38,086.76	46%
Fire/Rescue-Fuel	10.10.5300.310	\$ 20,000.00	\$ 1,375.93	\$ 16,154.18		\$ 3,845.82	19%
Planning-Fuel	10.10.5415.310	\$ 4,250.00	\$ 210.39	\$ 2,281.61		\$ 1,968.39	46%
Streets & Beautification-Fuel	10.20.5600.310	\$ 43,000.00	\$ 2,434.06	\$ 23,364.08		\$ 19,635.92	46%
Sanitation-Fuel	10.30.5800.310	\$ 26,000.00	\$ 1,853.93	\$ 16,370.51		\$ 9,629.49	37%
Parks & Recreation Admin-Fuel	10.80.5500.310	\$ 450.00	\$ 42.88	\$ 719.90		\$ (269.90)	-60%
Parks & Recreation-Park Facilities-Fuel	10.80.5510.310	\$ 2,000.00	\$ 46.35	\$ 1,340.77		\$ 659.23	33%
Water Production-Fuel	30.91.6100.310	\$ 15,000.00	\$ 922.01	\$ 7,454.32		\$ 7,545.68	50%
Water & Sewer-Fuel	30.91.6200.310	\$ 30,000.00	\$ 1,681.00	\$ 15,384.03		\$ 14,615.97	49%
<b>Totals as of 2/28/2015</b>		<b>\$ 222,700.00</b>	<b>\$ 13,104.04</b>	<b>\$ 126,982.64</b>	<b>\$ -</b>	<b>\$ 95,717.36</b>	<b>43%</b>

Equipment Maintenance Costs in FY 2015-2016							
Department	Account Number	Budgeted	Current Month	YTD	Encumbrance	Remaining Balance	% Remaining
Admin	10.00.4200.225	\$ -				\$ -	----
Finance	10.00.4300.225	\$ 2,100.00	\$ 166.70	\$ 1,428.63		\$ 671.37	32%
Police	10.10.5150.225	\$ 19,000.00	\$ 1,023.00	\$ 7,516.38		\$ 11,483.62	60%
Fire/Rescue	10.10.5300.225	\$ 6,500.00	\$ 361.30	\$ 1,692.68		\$ 4,807.32	74%
Planning	10.10.5415.225	\$ 8,400.00	\$ 2,221.46	\$ 6,843.44		\$ 1,556.56	19%
Streets & Beautification	10.20.5600.225	\$ 27,000.00	\$ 3,121.89	\$ 15,068.44	\$ 367.50	\$ 11,564.06	43%
Sanitation	10.30.5800.225	\$ 1,813.00	\$ 1,636.11	\$ 2,940.56	\$ 1,050.00	\$ (2,177.56)	-120%
Parks & Recreation- Admin	10.80.5500.225	\$ 2,000.00	\$ 314.84	\$ 1,745.39		\$ 254.61	13%
Parks & Recreation-Park Facilities	10.80.5510.225	\$ 3,000.00	\$ -	\$ 118.22		\$ 2,881.78	96%
Water Production	30.91.6100.225	\$ 8,000.00	\$ 185.75	\$ 267.27	\$ 3,170.00	\$ 4,562.73	57%
Water & Sewer	30.91.6200.225	\$ 10,000.00	\$ 1,108.83	\$ 8,273.50		\$ 1,726.50	17%
Billing/Collections	30.91.6300.225	\$ -	\$ -	\$ -		\$ -	----
<b>Totals as of 2/29/2016</b>		<b>\$ 87,813.00</b>	<b>\$ 10,139.88</b>	<b>\$ 45,894.51</b>	<b>\$ 4,587.50</b>	<b>\$ 37,330.99</b>	<b>43%</b>

Equipment Maintenance Costs in FY 2014-2015							
Department	Account Number	Budgeted	Current Month	YTD	Encumbrance	Remaining Balance	% Remaining
Admin	10.00.4200.225	\$ -	\$ -	\$ -		\$ -	----
Finance	10.00.4300.225	\$ 2,000.00	\$ 140.25	\$ 1,417.77		\$ 582.23	29%
Police	10.10.5150.225	\$ 24,200.00	\$ 6,196.16	\$ 12,782.39		\$ 11,417.61	47%
Fire/Rescue	10.10.5300.225	\$ 6,500.00	\$ 279.20	\$ 2,901.67		\$ 3,598.33	55%
Planning	10.10.5415.225	\$ 7,850.00	\$ 1,239.64	\$ 5,803.62		\$ 2,046.38	26%
Streets & Beautification	10.20.5600.225	\$ 13,000.00	\$ 4,638.66	\$ 21,584.68		\$ (8,584.68)	-66%
Sanitation	10.30.5800.225	\$ 1,000.00	\$ 6.55	\$ 852.45		\$ 147.55	15%
Parks & Recreation- Admin	10.80.5500.225	\$ 1,800.00	\$ 153.04	\$ 1,573.66		\$ 226.34	13%
Parks & Recreation-Park Facilities	10.80.5510.225	\$ 1,000.00	\$ -	\$ 1,067.25		\$ (67.25)	-7%
Water Production	30.91.6100.225	\$ 7,000.00	\$ 1,030.83	\$ 5,350.60		\$ 1,649.40	24%
Water & Sewer	30.91.6200.225	\$ 10,000.00	\$ 759.28	\$ 8,941.44		\$ 1,058.56	11%
Billing/Collections	30.91.6300.225	\$ 500.00	\$ -	\$ -		\$ 500.00	100%
<b>Totals as of 2/28/2015</b>		<b>\$ 74,850.00</b>	<b>\$ 14,443.61</b>	<b>\$ 62,275.53</b>	<b>\$ -</b>	<b>\$ 12,574.47</b>	<b>17%</b>

Vehicle Maintenance Costs in FY 2015-2016							
Department	Account Number	Budgeted	Current Month	YTD	Encumbrance	Remaining Balance	% Remaining
Police	10.10.5150.170	\$ 22,000.00	\$ 3,519.95	\$ 14,211.20		\$ 7,788.80	35%
Fire/Rescue	10.10.5300.170	\$ 16,000.00	\$ 646.85	\$ 6,982.62	\$ 474.13	\$ 8,543.25	53%
Planning	10.10.5415.170	\$ 1,000.00	\$ 158.00	\$ 916.31		\$ 83.69	8%
Streets & Beautification	10.20.5600.170	\$ 38,000.00	\$ 1,207.06	\$ 6,598.11		\$ 31,401.89	83%
Sanitation	10.30.5800.170	\$ 47,648.00	\$ 3,570.28	\$ 52,025.78	\$ 2,641.48	\$ (7,019.26)	-15%
Parks & Recreation- Admin	10.80.5500.170	\$ 1,000.00	\$ -	\$ 19.95		\$ 980.05	98%
Parks & Recreation-Park Facilities	10.80.5510.170	\$ 1,000.00	\$ -	\$ 442.32		\$ 557.68	56%
Water Production	30.91.6100.170	\$ 5,000.00	\$ 31.16	\$ 318.96		\$ 4,681.04	94%
Water & Sewer	30.91.6200.170	\$ 12,000.00	\$ 78.68	\$ 3,153.10		\$ 8,846.90	74%
<b>Totals as of 2/29/2016</b>		<b>\$ 143,648.00</b>	<b>\$ 9,211.98</b>	<b>\$ 84,668.35</b>	<b>\$ 3,115.61</b>	<b>\$ 55,864.04</b>	<b>39%</b>

Vehicle Maintenance Costs in FY 2014-2015							
Department	Account Number	Budgeted	Current Month	YTD	Encumbrance	Remaining Balance	% Remaining
Police	10.10.5150.170	\$ 25,000.00	\$ 2,065.89	\$ 17,125.58		\$ 7,874.42	31%
Fire/Rescue	10.10.5300.170	\$ 15,000.00	\$ 1,331.75	\$ 11,683.37		\$ 3,316.63	22%
Planning	10.10.5415.170	\$ 750.00	\$ -	\$ 564.97		\$ 185.03	25%
Streets & Beautification	10.20.5600.170	\$ 31,500.00	\$ 3,656.19	\$ 27,047.52		\$ 4,452.48	14%
Sanitation	10.30.5800.170	\$ 13,000.00	\$ 734.53	\$ 13,647.20		\$ (647.20)	-5%
Parks & Recreation- Admin	10.80.5500.170	\$ 700.00	\$ -	\$ 94.27		\$ 605.73	87%
Parks & Recreation-Park Facilities	10.80.5510.170	\$ 400.00	\$ -	\$ 796.18		\$ (396.18)	-99%
Water Production	30.91.6100.740	\$ 5,100.00	\$ 877.45	\$ 1,999.34		\$ 3,100.66	61%
Water & Sewer	30.91.6200.170	\$ 10,000.00	\$ 186.56	\$ 8,945.79		\$ 1,054.21	11%
<b>Totals as of 2/28/2015</b>		<b>\$ 101,450.00</b>	<b>\$ 8,852.37</b>	<b>\$ 81,904.22</b>	<b>\$ -</b>	<b>\$ 19,545.78</b>	<b>19%</b>



## 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: 3/14/16

Agenda Item Title: Conditional Zoning Request CZ #16-01 Submitted Family Promise of Moore County

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 3/28/16 \_\_\_\_\_

Information Only \_\_\_\_\_

Old Business \_\_\_\_\_

Consent Agenda \_\_\_\_\_

Public Hearing 3/28/16 \_\_\_\_\_

Informal Discussion & Public Comment \_\_\_\_\_

Other Business \_\_\_\_\_

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 – March 28, 2016 Public Hearing**

**Applicant:**  
Family Promise of  
Moore County

**Request:**  
Conditional Zoning  
Request CZ #16-01

**Location:**  
400 Saunders Blvd.

**Existing Zoning:**  
R6-10

**Requested Zoning:**  
R6-10-CD

**Prepared by:**  
Pamela Graham,  
Planning Director

**Description of Conditional Zoning Request**

Family Promise of Moore County has submitted an application requesting Conditional Zoning CZ #16-01 from R6-10 to R6-10-CD for property located at 400 Saunders Blvd. The applicant intends to use the property for a temporary home for homeless mothers and children to alleviate the burden on local churches that are currently accommodating the use. The UDO's Table of Permissible Uses allows multi-family uses in the R6-10 Zoning District, but restricts temporary homes or overnight shelters for the homeless to the Office/Institutional (O-I) District. Staff has advised the applicant that a conditional zoning is an option for this property, which would allow all currently permitted uses in the R6-10 District to remain, but would allow an additional use to be added for this property only that could accommodate the proposal.

Family Promise is a non-profit agency dedicated to alleviating homelessness in Moore County by providing shelter, meals, and hospitality to homeless women and children through a cooperative network of local congregations, including Bethesda Presbyterian Church in Aberdeen. More information is available on their website at [www.familypromiseofmoorecounty.org](http://www.familypromiseofmoorecounty.org)

**Procedural Issues**

§152-139 provides for the establishment of Conditional Zoning Districts, described as:

*“allow(ing) for the establishment of certain uses, which, because of their nature or scale, have particular impacts on both the immediate area and the community as a whole. The development of these uses cannot be predetermined or controlled by general district standards. Instead, these districts are zoning districts in which the development and use of the property is subject to predetermined ordinance standards and the rules, regulations, and conditions imposed as part of the legislative decision creating the district and applying it to the particular property.”* Conditional rezoning is treated as an amendment to the zoning map and Unified Development Ordinance,

and shall be referred to the Planning Board for consideration in advance of a final decision by the Town Board.

The Planning Board shall advise and comment on whether the proposed amendment is consistent with any comprehensive plan that has been adopted by the town and any other officially adopted plan that is applicable. A comment by the Planning Board or Town Board that a proposed amendment is inconsistent with the comprehensive plan or other plans shall not preclude consideration or approval of the proposed amendment by the Town Board.

Following a recommendation by the Planning Board, the Town Board shall schedule a public hearing on the application and may proceed to vote on the proposal. In deciding whether to adopt a proposed rezoning, the central issue before the Town Board is whether the proposed amendment advances the public health, safety or welfare. Conditional zoning district decisions are a legislative process subject to judicial review using the same procedures and standard of review as apply to general use district zoning decisions.

In approving a petition for the reclassification of property to a conditional zoning district, the Planning Board may recommend and the Board of Commissioners may request that reasonable and appropriate conditions be attached to the approval. Conditions and site-specific standards shall be limited to those that address the conformance of the development and use of the site to town ordinances and all relevant officially adopted plans. Conditions and site-specific standards may also address the impacts reasonably expected to be generated by the development or use of the site. Any such conditions should relate to the relationship of the proposed use to surrounding property, proposed support facilities such as parking areas and driveways, pedestrian and vehicular circulation systems, screening and buffer areas, the timing of development, street and right-of-way improvements, water and sewer improvements, storm water drainage, the provision of open space, and other matters that the Board of Commissioners may find appropriate or the petitioner may propose. The Board of Commissioners may approve conditions that vary, lower or impose higher standards than those that would ordinarily apply were the property at issue rezoned to something other than a conditional zoning district. Only those conditions mutually approved by the Board of Commissioners and the petitioner may be incorporated into the petition.

#### **Zoning** (Exhibit attached)

The subject property is located on a parcel having the address of 400 Saunders Boulevard in the northeastern section of Aberdeen's jurisdiction. The zoning of the subject property and adjoining properties on all sides of the property is R6-10. Though single-family homes do exist in the area, the neighborhood has seen a distinct transition over the past decade or more to multi-family uses.

The proposed rezoning to R6-10-CD constitutes a parallel conditional zoning district. This is not a conditional use permit (CUP), but a legislatively determined zoning district to which ordinance standards apply with the potential for site-specific conditions to be attached to the approval. The R6-10 District was established where the principal use of land is for single-family, two-family, and multi-family residences. The regulations of this district are intended to provide areas of the community for those persons desiring small residences and multi-family structures in relatively high-density neighborhoods. The regulations are intended to discourage any use that would interfere with the residential nature of the district.

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

The property comprises 1.34 acres and has over 270 feet of frontage on Saunders Boulevard. An unopened town right-of-way exists along the western boundary, providing potential future access to undeveloped acreage along a railroad right-of-way approximately 1/3 mile to the northwest. The parcel adjoins the Kensington Village community to the north, with single family homes on lot sizes that average 6-7,000 square feet. To the south and west is The Park at Clearwater Apartment complex, and across Saunders Boulevard to the east is an 8.3 acre vacant parcel with development potential as single or multi-family dwellings. A pond belonging to the Kensington Village Homeowners' Association is immediately to the northwest.

The property is currently owned by Jim and Ellele Busby and has served as their primary residence for many years. With the transition of the surrounding area to higher density residential uses, the property's continued use as a single family home has become less viable. The Busbys have purchased a new home and have contemplated potential uses for the property, including office uses, but wish to avoid making changes to the property that could reduce its value. The one story brick home, built in 1966, contains six bedrooms and six full bathrooms, with two half-baths, and total living area square footage of 3,160. Town water and sewer are supplied to the property.

### **Description of Proposal**

Family Promise of Moore County is a registered non-profit entity that provides shelter, meals, and hospitality to homeless families with children, with a distinct focus on children and mothers. Support services such as transportation, advocacy, and parenting and financial education classes are among their primary activities, working towards self-sufficiency for their participants. Applicants to the program are screened for need and eligibility requirements, including being drug and alcohol free and not suffering from untreated mental illness. An independent Board of Trustees oversees all operations and provides additional support to the programs. The average length of stay in 2015 was 36 days; maximum stay allowed is 90 days.

### **General Conformity with Plans**

The 2030 Land Development Plan's Future Land Use Map adopted in 2005 identifies the property as high-density residential, which is consistent with most uses in the vicinity with the exception of the subject property. The Plan also includes a citizen survey to identify strengths, weaknesses, and opportunities as the town planned for its future. Listed as weaknesses are two items relevant to the type of use proposed by CZ 16-01: 1) Redevelopment and rezoning of aged areas with high traffic county & visibility (2 responders) and, 2) Too much multi-family development; apartments\* (2 responders). Listed as an opportunity was: Better comprehensive planning; careful zoning; limit heavy industry and supervise strip development.

*The proposal is considered by staff to be consistent with survey responses included in the Plan as well as the Plan's Future Land Use Map.*

\* Multi-family dwellings in Aberdeen experienced a rapid increase in the period between 2000 and 2008. As a result of changes in zoning and market influences Aberdeen's residential development since that time has been almost entirely comprised of single family homes, providing a better balance between the two uses.

## Analysis of Impact on the Immediate Area and Community as a Whole

The impact of the proposed use on the property is not expected to have a negative impact on the surrounding properties as a whole, partially due to the size of the site (1.34 acres) and because the proposed use is compatible with other residential properties in the vicinity. A Family Promise staff person will be on site at all times when program participants are present, visitation to the property will be limited, and participants remain on-site between the hours of 6:00 pm and 7:00 am, unless they are working or have a special event such as a sports or school program. The existing driveway and vehicle accommodation areas provide adequate space for staff and resident parking and the driveway has adequate width and distance from intersections or other driveways for safe ingress and egress. The existing home will not be altered in any way that may be incongruent with the residential nature of the area, and the site is heavily vegetated, providing ample screening from the right-of-ways and adjacent properties. The proposed use is strictly residential, with no commercial-related activities expected.

The applicant has offered the following additional information in response to questions included in the application:

1. How do the potential uses in the new district classification relate to the existing character of the area?  
*The conditional zoning requested by Family Promise parallels the existing zoning of the surrounding properties. Many are multi-family. Family Promise will discourage any use that would interfere with the residential nature of the R6-10 district.*
2. In what way is the property proposed for rezoning suited for the potential uses of the new district?  
*The building meets the requirements Family Promise has searched for in order to carry on its mission.*
3. How will the proposed rezoning affect the value of nearby building?  
*The proposed zoning should have no effect on values within the neighborhood as no structural changes are needed for the existing building. There should be no impact upon the residential nature of the district. Family Promise has no intention of changing the existing structure. We will use the residence as multi-family with on-site management.*
4. Can adjacent areas be developed in compatibility with the proposed rezoning?  
*All adjacent areas, including the vacant area across Saunders Blvd., are zoned R6-10 which is a mixed use of single, two and multi-family residences. The conditional zoning of one structure should not impact the further development of the district.*
5. Will the proposed rezoning adversely affect traffic patterns and flow in adjacent areas?  
*No. Traffic would be consistent with what exists currently.*

### Required Community Meeting

§152-329 of the UDO requires that the petitioner for a conditional zoning district hold a community meeting and provide the Land Use Administrator with a written report regarding the meeting. The report shall include a listing of those contacted about the meeting, the manner and date of contact, the date, time and location of the meeting, a roster of all in attendance at the meeting, a summary of issues discussed at the meeting, and a description of any changes to the rezoning petition made by the petitioner as a result of the meeting. Ms. Bellew has provided documentation that the meeting was held on 3/10/2016 and these items are enclosed for review. No changes to the rezoning petition have been requested as a result of the meeting. *Staff has determined that the community meeting requirements of the UDO have been met by the applicant.*

**Recommendations and Suggested Motions**

During their February 18, 2016 meeting, the Planning Board made a unanimous recommendation for approval of Conditional Zoning CZ #16-01. Staff recommends that the Board of Commissioners consider this application, accept public comment during the scheduled public hearing, and take a vote regarding the proposal at their earliest convenience. The motions should proceed as follows (recommended conditions follow the motion format):

**Motion 1:** The Board of Commissioners:

- Issues approval with conditions as indicated below of Conditional Zoning CZ #16-01, **or**
- Issues denial of Conditional Zoning CZ #16-01.

**Motion 2:**

- Conditional Zoning CZ #16-01 is consistent with applicable plans of the Town of Aberdeen, **or**
- Conditional Zoning CZ #16-01 is not consistent with applicable plans of the Town of Aberdeen.

Indicate the applicable plan and briefly how the amendment is or is not consistent:  
*(Information related to this can be found in the **General Conformity with Plans** section on page 3 of this document)*

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**Motion 3:**

- CZ #16-01 is reasonable and in the public interest, **or**
- CZ #16-01 is not reasonable and in the public interest.

Briefly explain why the amendment is or is not reasonable and in the public interest:  
*(Factors may include public health and safety, character of the area and relationship of uses, applicable plans, or balancing benefits and detriments)*

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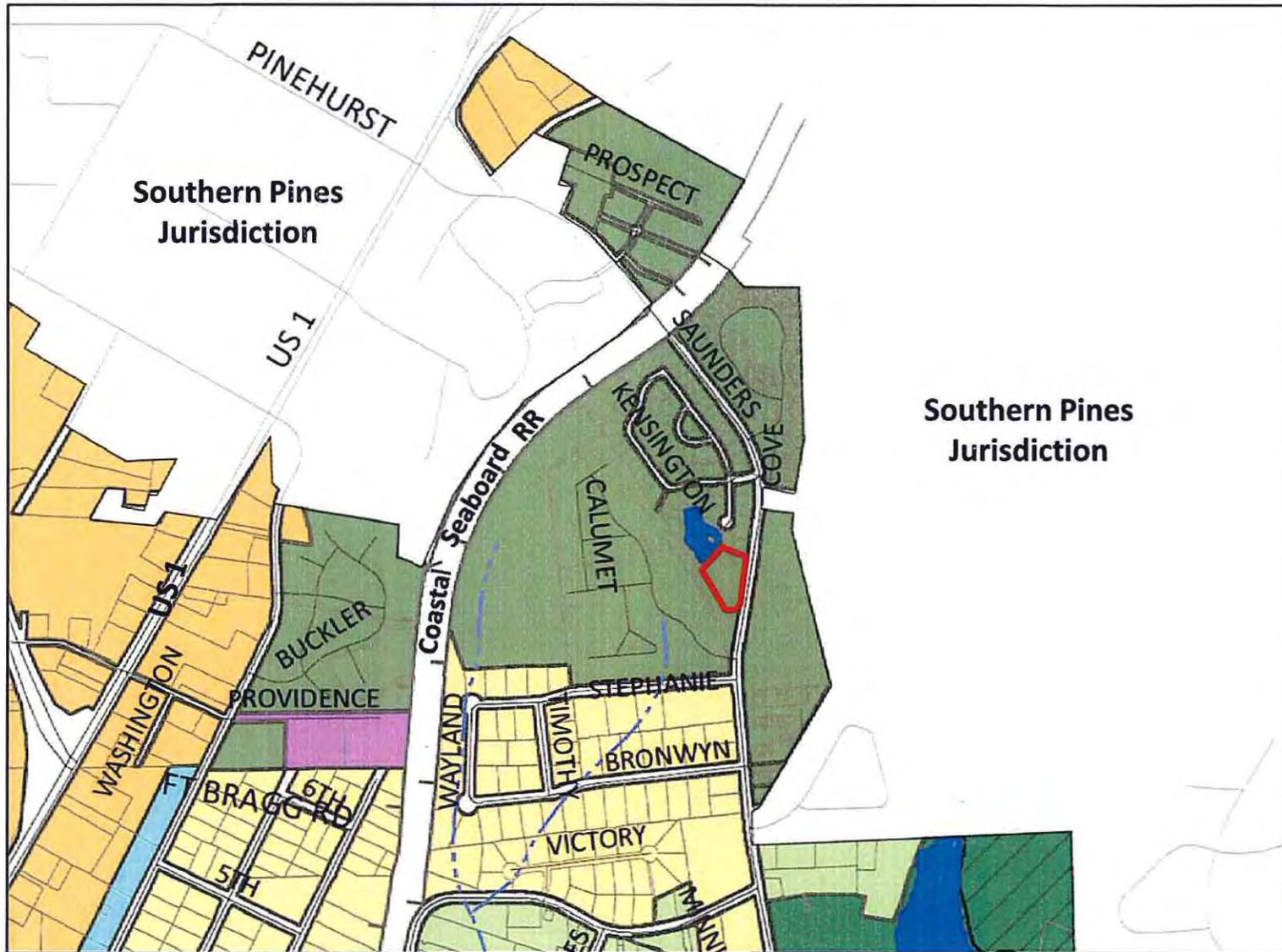
**Recommended Conditions**

1. Any and all approvals including but not limited to permits from the Town or other regulatory agencies must be obtained prior to a notice to proceed by the Planning Department.
2. The applicant shall retain existing vegetation on the property to ensure compliance with landscaping and screening requirements.

3. A fence at no less than four foot in height shall be installed along the property line that borders the pond.
4. Any expected changes in the use of the property shall be reported to the Town of Aberdeen Planning Department and will be contingent on necessary approval(s).
5. Conditional and Special Use Permits for the uses on the property shall not be required for the uses specified by Conditional Zoning #16-01.
6. Staff is directed to enter Conditional Zoning District R6-10-CD for property identified by PID# 00047428 on the official zoning map and add a label for CZ#16-01 upon final approval.

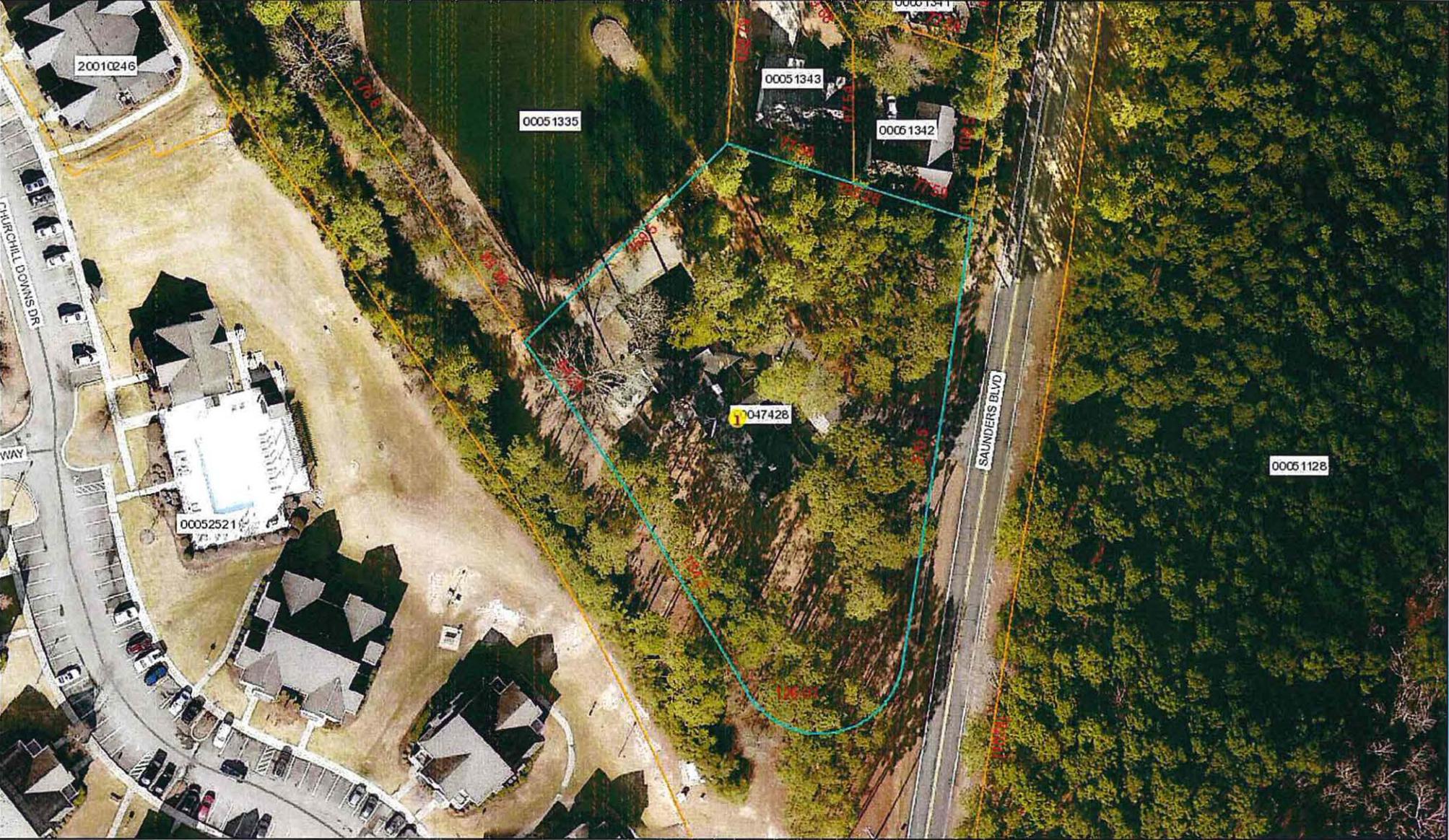
Enclosures: Vicinity Zoning Map  
Aerial Image  
Family Promise Report on Community Meeting

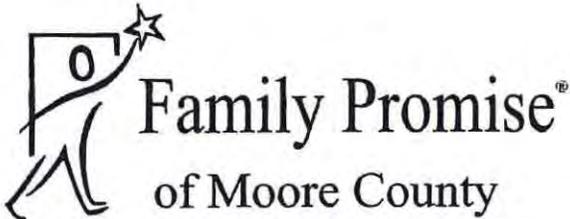
# Family Promise Proposal -- Vicinity Zoning



	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 Zoning CZ #16-01 – Site Aerial





PO Box 1173  
Aberdeen, NC 28315  
Phone: 910-944-7149  
Fax: 910-944-2411  
www.fpofmc.org

March 15, 2016

Ms. Pamela Graham, Planning Director  
Town of Aberdeen  
P.O. Box 785  
Aberdeen, NC 28315

Re: Conditional Zoning Request  
400 Saunders Blvd., Aberdeen, NC

Dear Pam,

On Thursday, February 25, 2016, I sent a letter, by first-class mail, to the property owners abutting or adjoining the property located at 400 Saunders Boulevard, inviting them to a community meeting to be held on Thursday, March 10, 2016 at 3:00 p.m. Letters were sent to Thomas Ranck, Marc Allen Pugh, Park at Clearwater, Jane Johnson, Janine Wilson and others and the Kensington Village Homeowner's Association (see attached copies of letters).

In attendance at the meeting were Susan Bellew, Executive Director of Family Promise, property owners Jim and Ellene Busby, Family Promise board members Sharon Stevens and George Griffin and committee member Peggy Raney. We arrived at the residence at 2:45 p.m. and stayed until 3:30 p.m., however, none of the invited parties showed up for the meeting.

Please let me know if you require additional information.

Sincerely,



Susan C Bellew  
Executive Director

Neighbors to be notified:

Thomas Ranck  
213 Kinloch Way  
Aberdeen, NC 28315

*Letters  
mailed  
2/25/16*

Marc Allen Pugh  
617 Monger Lane  
Sanford, NC 27330-7679

Park at Clearwater  
Attn: Timothy H. Hose  
1515 Mockingbird Lane, Ste. 550  
Charlotte, NC 28209

Jane Johnston, Janine Wilson and others  
3607 Cimarron Drive  
Johnson City, TN 37601

Kensington Village Homeowner's Association  
P.O. Box 117  
Southern Pines, NC 28388



**Family Promise<sup>®</sup>**  
of Moore County

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PO Box 1173  
Aberdeen, NC 28315  
Phone: 910-944-7149  
Fax: 910-944-2411  
[www.fpofmc.org](http://www.fpofmc.org)

February 25, 2016

Kensington Village Homeowner's Association  
P.O. Box 117  
Southern Pines, NC 28388

Dear Sir/Madam:

*Family Promise of Moore County has requested a change in zoning to the property located at 400 Saunders Boulevard from the Town of Aberdeen from R6-10 to R6-10 –CD. You are receiving this letter because your property abuts or is adjacent to this parcel.*

We invite you to attend a community meeting on Thursday, March 10, 2016 at 3:00 p.m. at 400 Saunders Boulevard in Aberdeen, NC to answer any questions you may have about our proposed use of the property.

Sincerely,

Susan C Bellew  
Executive Director



**Family Promise<sup>®</sup>**  
of Moore County

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PO Box 1173  
Aberdeen, NC 28315  
Phone: 910-944-7149  
Fax: 910-944-2411  
[www.fpopmc.org](http://www.fpopmc.org)

February 25, 2016

Jane Johnston, Janine Wilson and others  
3607 Cimarron Drive  
Johnson City, TN 37601

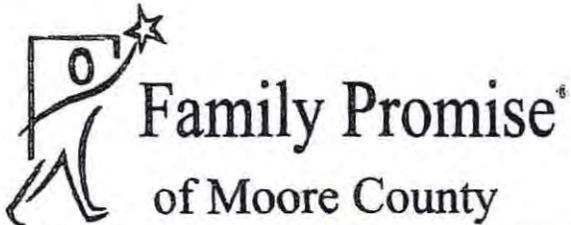
Dear Ms. Johnston and Ms. Wilson and others,

*Family Promise of Moore County has requested a change in zoning to the property located at 400 Saunders Boulevard from the Town of Aberdeen from R6-10 to R6-10 –CD. You are receiving this letter because your property abuts or is adjacent to this parcel.*

We invite you to attend a community meeting on Thursday, March 10, 2016 at 3:00 p.m. at 400 Saunders Boulevard in Aberdeen, NC to answer any questions you may have about our proposed use of the property.

Sincerely,

*Susan C Bellew*  
Executive Director



PO Box 1173  
Aberdeen, NC 28315  
Phone: 910-944-7149  
Fax: 910-944-2411  
[www.fpofmc.org](http://www.fpofmc.org)

February 25, 2016

Park at Clearwater  
Attn: Timothy H. Hose  
1515 Mockingbird Lane, Ste. 550  
Charlotte, NC 28209

Dear Mr. Hose,

Family Promise of Moore County has requested a change in zoning to the property located at 400 Saunders Boulevard from the Town of Aberdeen from R6-10 to R6-10 –CD. You are receiving this letter because your property abuts or is adjacent to this parcel.

We invite you to attend a community meeting on Thursday, March 10, 2016 at 3:00 p.m. at 400 Saunders Boulevard in Aberdeen, NC to answer any questions you may have about our proposed use of the property.

Sincerely,

Susan C Bellew  
Executive Director



**Family Promise\***  
of Moore County

PO Box 1173  
Aberdeen, NC 28315  
Phone: 910-944-7149  
Fax: 910-944-2411  
[www.fpofmc.org](http://www.fpofmc.org)

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February 25, 2016

Mr. Thomas Ranck  
213 Kinloch Way  
Aberdeen, NC 28315

Dear Mr. Ranck,

*Family Promise of Moore County has requested a change in zoning to the property located at 400 Saunders Boulevard from the Town of Aberdeen from R6-10 to R6-10 –CD. You are receiving this letter because your property abuts or is adjacent to this parcel.*

We invite you to attend a community meeting on Thursday, March 10, 2016 at 3:00 p.m. at 400 Saunders Boulevard in Aberdeen, NC to answer any questions you may have about our proposed use of the property.

Sincerely,

*Susan C Bellew*  
Executive Director



## 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: 3/14/16

Agenda Item Title: Conditional Use Permit CU #16-02 Submitted by Ace Homes, LLC for a Major Subdivision

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 3/28/16 \_\_\_\_\_

Information Only \_\_\_\_\_

Old Business \_\_\_\_\_

Consent Agenda \_\_\_\_\_

Public Hearing 3/28/16 \_\_\_\_\_

Informal Discussion & Public Comment \_\_\_\_\_

Other Business \_\_\_\_\_

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 – March 28, 2016 – Public Hearing**

**Applicant:**

Ace Homes, LLC

**Request:**

Conditional Use  
Permit CU #16-02  
for a Major  
Subdivision

**Location:**

Shepherd's Trail  
and Roseland Road

**Zoning:**

R10-10

**Prepared by:**

Pamela Graham,  
Planning Director

**Description and Background of Conditional Use Permit Request**

Ace Homes, LLC requests a conditional use permit (CUP) for a 91 lot residential subdivision on two vacant 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, general layout, open space, 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.

**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.

*A decision is within the authorized jurisdiction of the Board of Commissioners.*

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 this context is the UDO).

*The Planning Board has made a recommendation for approval with conditions of CU #16-02.*

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,

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. *Staff has deemed the application to be 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 the UDO, 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 page 2 of this document*)

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 fronting Shepherd's Trail 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 currently exist within this area; additional detail on any necessary improvements to the ponds will be reviewed during site plan review. The UDO requires that the open space be "usable" in that it:

1. Is not encumbered with any substantial structure;
2. Is not devoted to use as a roadway, parking area, or sidewalk;
3. Is not part of a roadway median;
4. Is not part of any privately owned lot that is used or intended for use for residential purposes;
5. Is legally and practicably accessible to the general public or to the residents of the development where the open space is located; and
6. Does not consist of multiple small, noncontiguous pieces of land which are, as a practical matter, inaccessible to all or most of the residents of the development.

The UDO further provides that water bodies, such as ponds or lakes, and wetland areas associated with recreational trail systems may also be counted toward open space requirements, as long as they satisfy items 1-4 in the above list, at a minimum.

The choice as to the areas to be set aside as usable open space shall remain with the developer, provided that all UDO provisions are met.

*Article XIII, §152-198 requires that a minimum of 20% of usable open space be provided for Single Family Residential development. The total land area of the proposed project is 44.12 acres; conceptual plans indicate that approximately 8.84 acres, or 20%, is being offered. Continued maintenance of the open space shall be the*

*responsibility of the developer, through establishment of a Homeowners' Association in accordance with UDO §152-179 and 152-180. Any improvements to the open space have not yet been identified.*

*The open space proposal is in compliance with the UDO.*

### **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 Site Sketch Plan prepared by Mc<sup>2</sup> Engineering, there remain 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, however some areas proposed for construction appear to exhibit slopes in excess of 8%. 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. A network of streets, with two accesses directly to Shepherd's Trail, are proposed. Five cul-de-sacs are indicated throughout the development to access lots in a manner that responds to the topography and rectangular configuration of the property. As has been the department's practice, cul-de-sac length is measured from the nearest connecting street. *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;*
- *§152-263 All developments shall be constructed and maintained so that adjacent properties are not unreasonably burdened with surface waters as a result of such developments;*
- *§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;*
- *§152-265(B) 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;*
- *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 ... and the street grades shall conform as closely as practicable to the original topography. This concept is reiterated in §152-218 (A): Subcollector, local, and minor residential streets shall be curved whenever practicable to the extent necessary to avoid conformity of lot appearance.*
- *Additionally, §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>1</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.*

*The proposed street and lot layout of the development make a reasonable effort to conform to the natural contours of the land and existing drainageway. Conformity of lot appearance has been largely avoided as a*

result of the street layout. The plan does include a primary drainage easement to facilitate the function and maintenance of the drainageway; additional drainage easements may be required during site plan review to facilitate drainage on sloped lots.

The current plan is in compliance with these requirements.

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

### Transportation

The project proposes two access points 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 (TIA) 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 provided a TIA from JM Teague Engineering & Planning with evaluations for the existing intersections of Shepherd’s Trail with NC 5, Woodgreen Drive, and Roseland Road, and for the proposed new intersections with Shepherd’s Trail created by the development. In all cases the study states that build-out conditions result in Level of Service, delays, volume-to-capacity ratio, and queue that are within acceptable levels with no changes recommended to the intersections to accommodate traffic generated by the site. An additional notation for the intersection of Shepherds’ Trail and Roseland Road states: “Under build-out conditions, the eastbound approach experiences a delay increase percentage of 50% in the AM peak hour and 400% in the PM peak hour - exceeding a NCDOT mitigation threshold ... However, these percent increases in delay correspond to a 0.1 second and 0.5 second increase during the AM and PM peak hour, respectively.

The overall summary states that “traffic associated with the proposed Shepherd’s Ridge single-family development will have minimal impact on the surrounding roadway network due to adequate existing capacity and intersection operation of the surrounding roadway network.” As the study area includes NCDOT roadways, the analysis will be provided to them for review. Any recommendations and/or requirements from NCDOT must be satisfied by the applicant prior to issuance of a Notice to Proceed by the Planning Department.

§152-217 of the UDO provides that residential minor streets, local streets and subcollectors may be constructed with six-foot wide shoulders and grass drainage swales on either side in lieu of curb and gutter, so

long as the street grade does not exceed a grade of six (6) percent. *Curb and gutter is proposed for the development only in areas where street grades exceed 6%.*

Sidewalks are proposed for both sides of all streets within the development.

### **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.

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) and in lower density zoning districts. 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.

§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. Staff will work with the applicant during site plan review to ensure that clearing and grading for infrastructure and with the builder(s) during lot development respect the existing conditions, including topography and significant trees, to the greatest extent possible.

## Water and Wastewater

Town of Aberdeen water is currently accessible to the site. Sewer service will be made available via the newly constructed Southwest Interceptor. No septic tanks are anticipated with this project.

## Plan Consistency

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 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 tree cover on the site may provide food sources to this native endangered species. A letter from US Fish and Wildlife Service dated 2/17/16 was provided to the department which states, in part, that a survey was conducted of the properties on that date, that no red-cockaded woodpecker (RCW) cavity trees were present, but that the area has been designated as a foraging habitat for an identified RCW cluster. The Service has offered to work with the developer to minimize the removal of mature pine trees and prevent damage to remaining pine trees within the development area.

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.

*The Planning Board moved that the proposal did not satisfy Finding #4, in that the land is identified as commercial on the Land Development Plan's Future Land Use Map.*

### **Findings of Fact**

The Board must consider the following findings of fact in recommending a decision to the Board of Commissioners regarding conditional use permits:

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

### **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:

5. Will materially endanger public health or safety?
6. Will substantially injure the value of adjoining or abutting property?
7. Will not be in harmony in the area in which it is to be located?
8. Will not be in general conformity with the Land Use Plan or other plans specifically adopted by the Board?

### **Recommendations and Suggested Motions**

During their 2/8/16 meeting, the Planning Board made a unanimous recommendation for approval of CU #16-02, with conditions as indicated on the following pages.

Staff recommends that the Board accept public comment regarding Conditional Use Permit CU #16-02 during the continued public hearing scheduled for March 28, 2016 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 #16-02 (is/is not) within the jurisdiction of the Town Board according to the Table of Permissible Uses.

Motion 2: CU #16-02 (is/is not) complete as submitted.

- Motion 3: CU #16-02, if completed as proposed, (will comply with all/will not comply with one or more) comply with one or more requirements of the UDO. If not, specify the requirement.
- Motion 4: CU #16-02 (satisfies/does not satisfy) Finding #1: will not endanger public health or safety. If not, list why.
- Motion 5: CU #16-02 (satisfies/does not satisfy) Finding #2: will not substantially injure the value of adjoining or abutting property. If not, list why.
- Motion 6: CU #16-02 (satisfies/does not satisfy) Finding #3: will be in harmony with the area in which it is located. If not, list why.
- Motion 7: CU #16-02 (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. If the Board votes that the application satisfies all requirements of the UDO and findings 1-4, they shall approve the application.**

- Motion 8: Based on the Findings of Fact and the evidence presented, the Town Board:
- Issues denial of CU #16-02 based on the following: \_\_\_\_\_
  - Issues approval of CU #16-02.
  - Issues approval with conditions of CU #16-02 as follows.

### Recommended Conditions

1. Conditional Use Permits (CUPs) run with the land and as such CU #16-02 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 #16-02 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, tree survey indicated all trees with a dbh of 12" or greater, utility locations including size, material, and vertical alignment of waterlines, engineering calculations assuring that proposed stormwater measures meet or exceed the requirements of 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-one (91) single family lots and construction documents generally based on the Site Sketch Plan dated January 7, 2016.
5. Open Space shall generally comply with the 2/1/16 Site Sketch Plan, and in no case may be reduced to less than 20% of the total land area for the development. Prior to approval of the Final Plat for the subdivision, the developer shall establish a Homeowners' Association with covenants to include a policy for maintenance of the open space, including any improvements such as walking trails. A copy of the covenants shall be provided to staff for review and record-keeping. Covenants shall comply with the requirements of §152-179 and 152-180.
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. The applicant shall coordinate with the US Fish and Wildlife Service with regards to Red Cockaded Woodpecker impacts as a result of development activities. A copy of the development layout, showing the proposed tree removal, shall be provided to the Service, and any and all responses, recommendations, and/or requirements from the Service shall be provided to staff. Staff shall be authorized to require amendments to the plan respective to the Service's comments.
9. Streets, sidewalks, waterlines, and sewer and stormwater facilities shall meet all UDO requirements and 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. Details shall be reviewed by staff during the Site Plan Review process following approval of the conditional use permit.
10. The Fire Department must sign off on the drawings as well as available capacity for treating fires. Hydrants are required consistent with Fire Department spacing requirements. Adequate turning radius must be provided for the fire trucks currently in use.
11. Prior to approval of final plat(s), all infrastructure must be complete or guaranteed per UDO requirements.
12. 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 verify compliance prior to issuing a certificate of occupancy for each lot.
13. 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.
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. All additional conditions or requirements as provided from the Town of Aberdeen Unified Development Ordinance are enforceable with regards to the proposal CU #16-02.

Enclosures: Conditional Use Permit Application  
Mc<sup>2</sup> Site Sketch Plan dated 2/1/2016  
Vicinity Zoning Map  
Site Aerial  
Green Growth Toolbox Assessment  
Copy of 2/17/16 letter from US Fish and Wildlife Service



**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 proposed development includes creating two roadway connections to Shepherd Trail for better circulation and for emergency vehicle access. The plan includes creating a road network that is filled with curvilinear design to be in harmony with the topography. The Plan also consists of cul-de-sacs and loop roads.

**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 proposed development will have homes that are similar in nature to the existing homes and will include a combination of siding on the sides and rear and the front elevation will generally have siding with accents of vinyl shakes, stone veneer or brick.

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

The proposed development will include constructing public water and sanitary sewer along with public roads built to the Town and NCDOT standards for acceptance. The area currently has public water and sewer adjacent to the site.

**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 proposed development includes creating two roadway connections to Shepherd Trail for better circulation along with complete internal connectivity with loop roads.

**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 proposed plan is in conformance with the current zoning for single family residential. The existing adopted land use plan calls the property to be commercial which would appear to be based on the previous use as a golf course.

Due to the limited frontage and limited traffic on Shepherd Trail this use doesn't appear to be a viable use compared to the existing single family zoning which appears more appropriate considering commercial would be spot zoning.

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

The proposed development is in accordance with all aspects of the zoning ordinance and Town Ordinances.

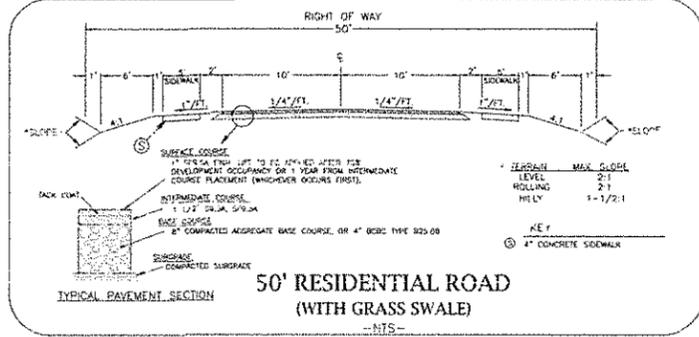
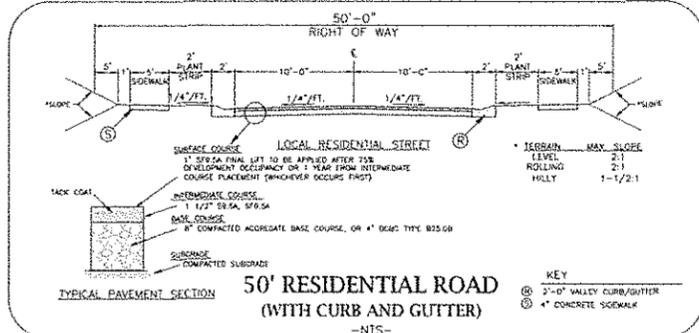
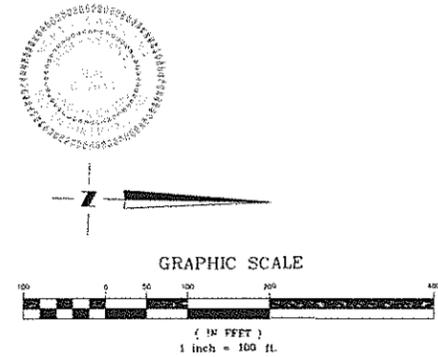
Acceptance of this application does not imply approval of this request. I realize that this application may be denied or that conditions may be attached to this request at assure compliance with applicable Zoning Code Requirements.

*[Handwritten Signature]*  
Applicant's Signature

10/7/15  
Date

*[Handwritten Signature]*  
Property Owner's Signature

10/9/15      13 Oct 2015  
Date



**LANDSCAPING**  
 1. AS REQUIRED PER SECTION §152-315 OF THE TOWN OF ABERDEEN UDO ALL NEWLY CREATED STREETS WILL BE PROVIDED WITH A COMBINATION OF EXISTING TREES LOCATED WITHIN 50' OF THE CENTERLINE OF THE STREET OR NEWLY PLANTED TREES AT 30' ON CENTER WITHIN 50' OF THE CENTERLINE OF THE STREET. NEWLY PLANTED TREES WILL MEET THE TOWN OF ABERDEEN UDO REQUIREMENTS AND WILL BE SHOWN AND LISTED ON LANDSCAPE PLAN THAT WILL BE SUBMITTED AS PART OF THE SITE PLAN REVIEW PROCESS FOLLOWING THE CUP APPROVAL.

2. PER SECTION §152-315 OF THE TOWN OF ABERDEEN UDO THE ATTACHED SITE SKETCH PLAN ILLUSTRATES THE EXISTING TREES THAT ARE OVER 12" IN SIZE. DEVELOPER AND ENGINEER SHALL WORK WITH STAFF TO MINIMIZE REMOVAL OF EXISTING 12" AND LARGER TREES DURING THE SITE PLAN REVIEW PROCESS FOLLOWING THE CUP APPROVAL. THERE WILL BE FISHING TRENCHES THAT WILL NEED TO BE REMOVED DUE TO ROADWAY ALIGNMENT REQUIREMENTS, INFRASTRUCTURE (WATER, SANITARY SEWER AND STORM SEWER) AND GRADING THAT CANNOT BE AVOIDED FOR THE DEVELOPMENT OF THE STREET NETWORK.

**PUBLIC UTILITIES**  
 1. THE PROPOSED SUBDIVISION SHALL BE CONNECTED TO THE EXISTING TOWN OF ABERDEEN WATER AND SANITARY SEWER THAT IS ADJACENT TO THE PROPERTY.

2. DESIGN AND LAYOUT OF THE PROPOSED WATER SYSTEM INCLUDING: SIZE, MATERIAL, PLACEMENT, VALVES, CONNECTIONS, METERS AND FIRE HYDRANT LOCATIONS SHALL BE COMPLETED DURING THE SITE PLAN REVIEW PROCESS AND WILL BE IN ACCORDANCE WITH APPLICABLE TOWN OF ABERDEEN AND NCEQ STANDARDS AND SPECIFICATIONS.

3. DESIGN AND LAYOUT OF THE PROPOSED SANITARY SEWER SYSTEM INCLUDING: MATERIAL, PLACEMENT, MANHOLES, CONNECTIONS AND LATERALS LOCATIONS SHALL BE COMPLETED DURING THE SITE PLAN REVIEW PROCESS AND WILL BE IN ACCORDANCE WITH APPLICABLE TOWN OF ABERDEEN AND NCEQ STANDARDS AND SPECIFICATIONS.

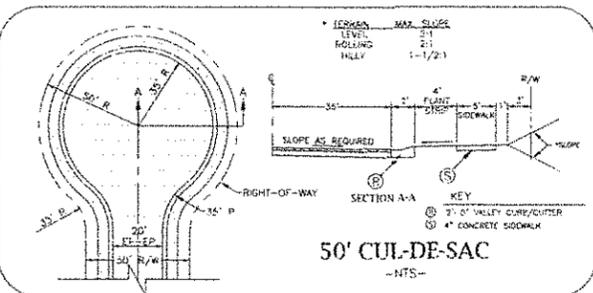
**ROADWAY/STORM WATER**  
 1. THE PROPOSED LAYOUT ADDRESSES TO SECTION §152-215 WHICH ADDRESSES STREET LAYOUT AND RELATIONSHIP TO THE NATURAL TOPOGRAPHY. SINCE A GRADING PLAN IS PART OF THE SITE PLAN REVIEW PROCESS IT IS UNKNOWN AT THIS POINT IN TIME WHETHER THE PROPOSED ROADS WILL EXCEED 6% GRADE. DEVELOPER IS FULLY AWARE AND IS COMMITTED TO INSTALLING CURB AND GUTTER ON ALL STREETS THAT EXCEED 6% GRADE. ON ROADS THAT ARE LESS THAN 6% GRADE A GRASS DRAINAGE SWALE DESIGN WILL BE UTILIZED.

2. ROAD B IS SHOWN WITH A CUL-DE-SAC CLOSE TO THE ADJACENT PROPERTY FOR A POTENTIAL FUTURE CONNECTION. THE ADJACENT PROPERTY IS CURRENTLY FOR SALE AND IS ZONED FOR RESIDENTIAL DEVELOPMENT SO THIS COULD BE A POTENTIAL CONNECTION IN THE FUTURE. CONSTRUCTION DRAWINGS SUBMITTED FOR THE SITE PLAN REVIEW PROCESS SHALL ADDRESS CONCERN OF UNREASONABLY COLLECTING AND CHANNELING STORM WATER ONTO THE ADJACENT PROPERTY AS PROHIBITED IN SECTION §152-215. RUNOFF FROM THE PROPOSED ROAD B SHALL BE DIRECTED TOWARDS THE EXISTING DRAINAGE FEATURE ALONG THE REAR OF LOTS 15-17 AND POTENTIALLY BETWEEN LOTS 13 AND 14.

3. THE REAR LOT LINE OF LOTS 15-17, 20-24 SHALL AS CLOSE AS POSSIBLE BE CENTERED ON THE EXISTING DRAINAGE FEATURE. A 25' WIDE DRAINAGE EASEMENT SHALL THEN BE CENTERED ON THE REAR LOT LINE.

4. PROPOSED STORM WATER MANAGEMENT INCLUDING: DRAINAGE SWALES ALONG ROADS, DRIVEWAY CULVERTS, ROADWAY CULVERTS, STORM SEWER AND DRAINAGE STRUCTURES SHALL BE IN CONFORMANCE WITH THE TOWN OF ABERDEEN AND NCEQ DESIGN STANDARDS AND SPECIFICATIONS.

**LIGHTING**  
 1. THE PROPOSED DEVELOPMENT SHALL ADHERE TO THE TOWN OF ABERDEEN UDO APPENDIX K - TOWN OF ABERDEEN STREET LIGHTING POLICY AND GUIDELINES. AFTER RECEIVING APPROVAL FOR THE PROPOSED LAYOUT OF ROADS, LOTS, GRADING AND INFRASTRUCTURE DURING THE SITE REVIEW PROCESS THE PLANS WILL BE SUBMITTED TO DUKE ENERGY TO COMPLETE A ELECTRICAL UTILITY LAYOUT OF THE SUBDIVISION INCLUDING COMPLETING A LIGHTING PLAN. UPON COMPLETION OF THE LIGHTING PLAN IT SHALL BE FURNISHED TO THE TOWN OF ABERDEEN PLANNING AND PUBLIC WORKS FOR REVIEW AND APPROVAL.



**DEVELOPMENT STANDARDS**

LAND OWNER:	SHEPARD TRAIL LINKS, LLC 1841 MARSH LANDING ROAD HAMPSTEAD, NC 28443
PO#:	03049149 & 20080513
PN#:	856002534701 & 856000524431
JURISDICTION:	TOWN OF ABERDEEN
TOWNSHIP:	SANDHILLS
DEED BOOK & PAGE:	4191 / 385
PLAT BOOK:	13 / 342
TOTAL SITE ACREAGE:	44.12 AC (1,921,992 SF)
CURRENT ZONING:	R10-10
EXISTING USE:	PARKING LOT/FORMER GOLF COURSE
PROPOSED USE:	SINGLE FAMILY
TOTAL LOTS:	91
DENSITY:	2.06 DU/AC
FRONT YARD SETBACK:	35'
SIDE YARD SETBACK:	15'
REAR YARD SETBACK:	30'
MINIMUM LOT WIDTH:	75'
MINIMUM LOT AREA:	10,000 SF
PROPOSED SMALLEST LOT:	10,000 SF
PROPOSED LARGEST LOT:	25,208 SF
TYPICAL LOT DIMENSIONS:	80'x140' (11,200 SF)
ALL PROPOSED LOTS SHALL MEET OR EXCEED THE MINIMUM LOT WIDTH, LOT AREA AND SETBACKS OF THE TOWN OF ABERDEEN UDO	
OPEN SPACE REQUIRED:	20%
PROPOSED SPACE REQUIRED:	20.07% (385,180 SF)
PROPOSED RD A (TOTAL LENGTH):	±834 LF
-FROM SHEPHERD TRAIL TO RD B:	1,508 LF
-FROM RD B TO CUL-DE-SAC:	1,782 LF
PROPOSED RD B (TOTAL LENGTH):	898 LF
-FROM RD A TO LOOP C:	510 LF
-FROM LOOP C TO CUL-DE-SAC:	387 LF
PROPOSED LOOP C (TOTAL LENGTH):	4255 LF
-FROM SHEPHERD TRAIL TO LOOP C:	4,370 LF
-FROM LOOP C TO RD F:	277 LF
-FROM RD F TO RD D:	480 LF
-FROM RD D TO RD E:	245 LF
-FROM RD E TO LOOP C:	639 LF
-FROM LOOP C TO RD B:	417 LF
PROPOSED RD D:	439 LF
PROPOSED RD E:	412 LF
PROPOSED RD F:	155 LF

**DEVELOPMENT SUMMARY**



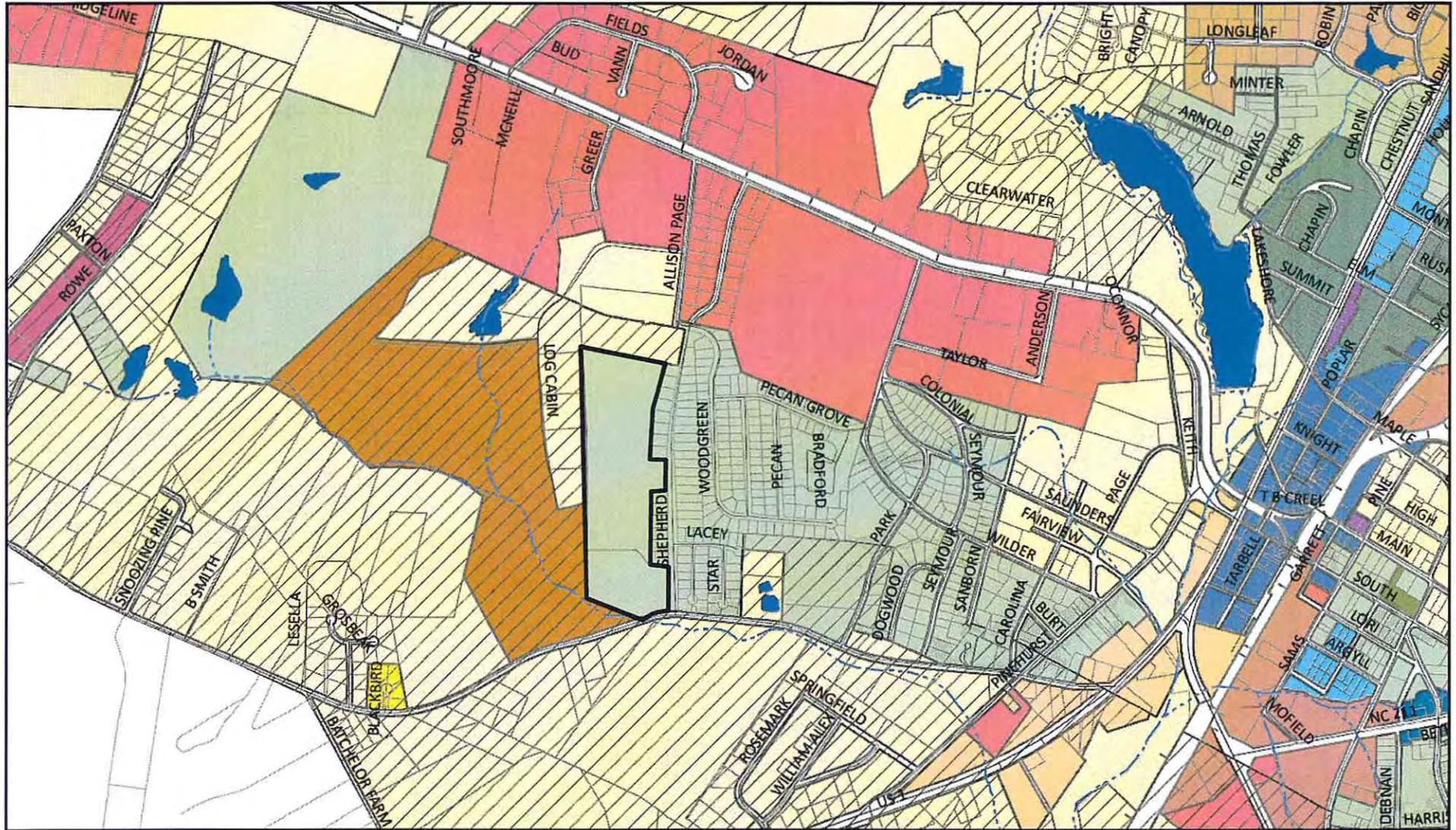
**Mc<sup>2</sup> ENGINEERING**  
 Mc<sup>2</sup> ENGINEERING, INC.  
 2110 BEN CRAIG DRIVE  
 SUITE 400  
 CHARLOTTE, NC 28262  
 PHONE 704.510.9797

**ACE HOMES, LLC**  
 PO BOX 58  
 OCRACOKE, NC 27960

**SITE SKETCH PLAN**

REVISIONS	
CAD FILE:	15-039 SKETCH.DWG
PROJECT NO.:	15-039
DESIGNED BY:	JDM
DATE:	JANUARY 7, 2016

# Conditional Use Permit CU 16-02 – Vicinity Zoning



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



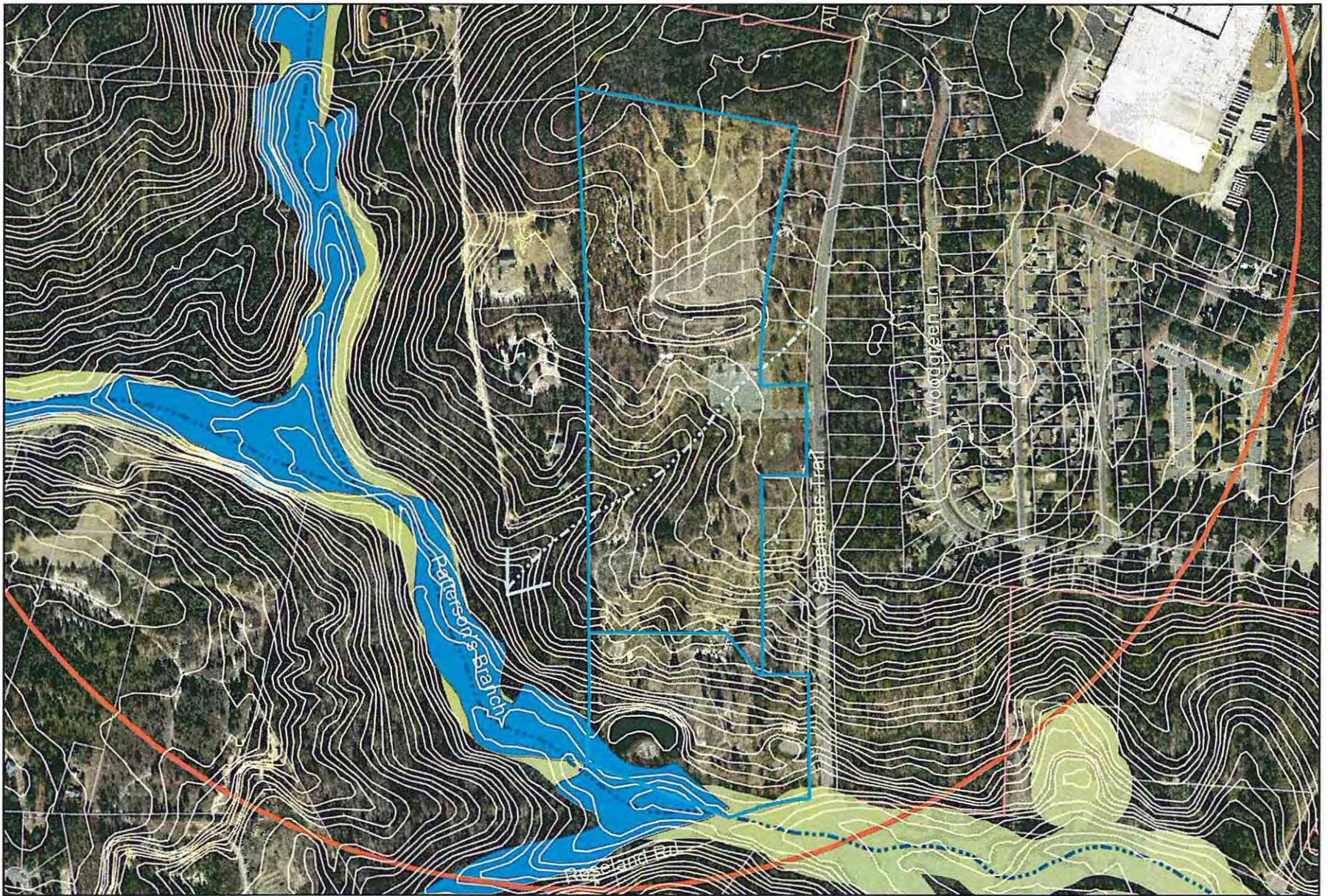
**Conditional Use Permit CU 16-02  
Aerial Image**

Property Proposed for  
Conditional Use Permit



Stream





2 Foot Contours



Natural Drainage Pattern



RCW Foraging Habitat



## Conditional Use Permit CU 16-02 Green Growth Toolbox Assessment

Stream



Recommended Stream Buffer



Designated Wetlands





## United States Department of the Interior

### FISH AND WILDLIFE SERVICE

Sandhills Sub Office  
Post Office Box 119  
Southern Pines, N. C. 28388

February 17, 2016

Alan Casavant  
Ace Homes, LLC  
Post Office Box 58  
Ocracoke, NC

Re: Lot 17 & 18 Shepherd Trail (LRK: 20060513, & 49149), Aberdeen, Moore County, North Carolina

Dear Mr. Casavant:

This is in response to your request for an assessment of any potential impacts to red-cockaded woodpeckers (*Picoides borealis*) associated with the construction of a residential subdivision on the subject properties. The U.S. Fish and Wildlife Service (Service) offers the following comments in support of Section 9 of the Endangered Species Act of 1973 (16 U.S.C. 1531-1543) (Act) and the Service's Private Lands Guidelines found in Appendix 5 of the Service's Recovery plan for the red-cockaded woodpecker (*Picoides borealis*): second revision (U.S. Fish and Wildlife Service 2003). A survey of the subject properties was conducted by Caroline Krom on February 17, 2016.

Based upon the site visit there are no red-cockaded woodpecker cavity trees on the subject properties which lie within the foraging partition assigned to historical red-cockaded woodpecker cluster MOOR 43. The Service's Recovery Plan defines a cluster as the aggregation of cavity trees used and defended by a group of red-cockaded woodpeckers and a 200-foot buffer of continuous forest. The Recovery Plan also outlines the minimum acreage, distribution and stocking levels of foraging habitat required to conserve a family group of red-cockaded woodpeckers. Requisite foraging habitat must be found in pine stands contiguous with the cluster and within a ½ - mile radius of the cluster center.

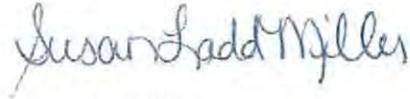
Property development within a cluster and associated foraging habitat, if not carefully conducted is potentially harmful to RCWs and may violate the ESA if not specifically authorized by the Service. Removing pine trees within the cluster contributes to habitat fragmentation, making red-cockaded woodpeckers more vulnerable to predation and more susceptible to having other species take over their cavities.

We are interested in working with landowners to conserve as many pine trees as possible to minimize impacts to RCW habitat. The pine forest in this area may be used for foraging by red-cockaded woodpeckers therefore care should be exercised to remove as few mature pine trees as possible. Therefore, as plans are developed to construct a residential development on the subject properties, I encourage you to minimize the removal of any pine trees greater than 8 inches in diameter and take measures to prevent damage to the bole and root system of any pine trees located near the proposed activity.

To maintain suitability of the remaining habitat, we suggest the use of native shrub species for landscaping. Shrubs or ornamental plants selected for use on the lot should be varieties that do not usually exceed seven feet in height.

The results of this survey are valid for a period of 1 year from the date this letter was issued. Please use this letter as necessary to inform all potentially affected parties of this finding. If you have any comments or questions, please don't hesitate to contact me at (910) 695-3323.

Sincerely,

A handwritten signature in cursive script that reads "Susan Ladd Miller". The signature is written in dark ink and is positioned above the printed name.

Susan Ladd Miller  
Fish and Wildlife Biologist





MEMORANDUM TO THE BOARD OF COMMISSIONERS – March 28, 2016 Regular Meeting

**Description of Request**

**Request:**

Unified  
Development  
Ordinance Text  
Amendments |  
Article XI – Overlay  
Districts and  
Supplementary Use  
Regulations

**Prepared by:**

Daniel Martin,  
Community/  
Downtown  
Development  
Planner

Planning Staff has coordinated with Chief of Police Tim Wenzel and Town Attorney TC Morphis to address needed updates to the town's "Downtown Retail Overlay District" section of the UDO. The attached draft text amendments propose revisions to the ordinance for consideration. A summary of the amendments proposed follows:

1. Proposed additions to Section 1, Subsection B, Part (1) for the following uses to be permitted by right in the first story of all buildings within the DROD:
  - i. Restaurants to allow indoor and outdoor seating; note, restaurants serving food outdoors may need to obtain an encroachment agreement from the Town. Currently Restaurants with outdoor seating are not permitted.
2. Proposed additions to Section 1, Subsection B, Part (3) for the following uses to be allowed with a conditional use permit in the first story of all buildings within the DROD (both uses are currently prohibited):
  - i. \*Neighborhood Bars
  - ii. \*\*Bars
3. Proposed addition to Section 1, Subsection C, Part (1) for the following uses to be permitted by right on any floor other than the first story buildings within the DROD (multi-family dwellings and restaurants with outdoor seating are currently prohibited):
  - i. Dwelling, single family and multi-family
  - ii. Restaurants to allow indoor and outdoor seating
4. Proposed addition to Section 1, Subsection C, Part ( 2) for the following uses to be allowed with a conditional use permit on floors other than the first (both uses are currently prohibited):
  - i. Neighborhood Bars
  - ii. Bars
5. Proposed removal from Subsection D for uses prohibited in the DROD:
  - i. Take out only restaurants

## Definitions

\*Neighborhood Bars - A bar intended to serve primarily a local clientele, all or most of whom live near the establishment. A neighborhood bar is not intended to serve either a larger most of whom live near the establishment. A neighborhood bar is not intended to serve either a larger regional clientele or travelers

\*\*Bars - A commercial enterprise whose primary activity is the sale of alcoholic beverages to be consumed on the premises. Bars include taverns, night clubs, private clubs, bottle clubs, and similar facilities serving alcoholic beverages.

## Procedural Issues

§152-322 of the Town of Aberdeen Unified Development Ordinance (UDO) requires that proposed amendments to the UDO shall be referred to the Planning Board for consideration. The Planning Board shall advise and comment on whether the proposed amendment is consistent with any comprehensive plan that has been adopted by the town and any other officially adopted plan that is applicable and *describe in what manner it is or is not consistent*. A comment by the Planning Board that a proposed amendment is inconsistent with the comprehensive plan shall not preclude consideration or approval of the proposed amendment by the Town Board.

In addition to the plan consistency requirement, the Planning Board must include a statement in their recommendation regarding whether the proposal is reasonable and in the public interest, *and in what manner it is or is not reasonable and in the public interest*.

Following a recommendation 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 central issue to be considered regarding amendments is whether the proposed amendment advances the public health, safety or welfare. The statement included with the Town Board's decision on the amendment shall describe whether the action is consistent with adopted plans and explaining why the Board considers the action taken to be reasonable and in the public interest. The decision is legislative in nature as opposed to quasi-judicial, and is not subject to judicial review.

## Plan Consistency

The proposed request is consistent with the 2030 Land Development Plan. Goal 8 states "To advance the ongoing efforts to beautify and fully revitalize Aberdeen's downtown business district" through the following actions:

- Attract unique businesses to the downtown.

**Recommendations and Suggested Motions**

During the February 18, 2016 meeting, the Planning Board unanimously recommended approval of UDO text amendments #16-01, with the following comments:

1. **UDO #16-01 is consistent with comprehensive plans that have been adopted by the Town of Aberdeen because it conforms with Goal #8 of the 2030 Land Development Plan which states:**

*“To advance the ongoing efforts to beautify and fully revitalize Aberdeen’s downtown business district” through the following actions:*

- *Attract unique businesses to the downtown.*

2. **UDO #16-01 is reasonable and in the public interest because of the plan consistency information provided by staff.**

Staff recommends that the Board of Commissioners accept public input for UDO amendment #16-01 during the March 28, 2016 Public Hearing and render a decision at their earliest convenience. The following motion format is recommended.

**Motion 1:**       UDO #16-01 is consistent with comprehensive plans that have been adopted by the Town of Aberdeen, or

UDO #16-01 is inconsistent with comprehensive plans that have been adopted by the Town of Aberdeen.

Indicate the applicable plan and briefly how the amendment is or is not consistent:

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**Motion 2:**       UDO #16-01 is reasonable and in the public interest, or

UDO #16-01 is not reasonable and in the public interest.

Briefly explain why the amendment is or is not reasonable and in the public interest:      *(Factors may include public health and safety, character of the area and relationship of uses, applicable plans, or balancing benefits and detriments)*

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**Motion 3:**      The Town of Aberdeen Board of Commissioners (approves/denies) the following amendments to the Town of Aberdeen UDO:

- Amend Article XI “Overlay Districts and Supplementary Use Regulations” as indicated in the attached draft text amendment.

Enclosures: Amendment Draft to Article XI "Overlay Districts and Supplementary Use Regulations  
Downtown Retail Overlay District Map  
Memo from Police Chief Wenzel

**AN ORDINANCE AMENDING THE ABERDEEN UNIFIED DEVELOPMENT ORDINANCE**  
**(Red-Line Version)**

**ARTICLE XI – Overlay Districts and Supplementary Use Regulations**

BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE TOWN OF ABERDEEN THE FOLLOWING:

**Section 1.** Aberdeen Unified Development Ordinance § 152-158, “downtown Retail Overlay District (“DROD”) Requirements,” is amended as follows:

**§ 152-158. Downtown Retail Overlay District (“DROD”) Requirements.**

The Downtown Retail Overlay District (“DROD”) encompasses most of the core of the Town of Aberdeen’s historic central business district, which includes numerous historic structures and has traditionally been the heart of commercial life in Aberdeen. The purpose of this district is to preserve and revitalize this core, so that it can house unique businesses offering goods and services that will make the Aberdeen downtown both a destination for visitors and a vital part of the community for years to come. Moreover, the DROD is intended to be a place where small businesses can locate and thrive. To this end, the DROD allows and encourages retail sales and services and entertainment establishments but it limits or prohibits noncommercial uses that generate little or no tax revenue or are open only infrequently or at irregular times.

(A) Within the DROD, the uses enumerated in this section shall apply in lieu of those uses set forth in the underlying zoning district. All other requirements of the underlying zoning district shall apply.

(B) Uses in the First Story (Street Level) of Buildings in the DROD.

(1) The following uses shall be permitted of right in the first story of all buildings within the DROD:

- Offices,
- Retail Sales,
- Retail Services,
- Department stores; ~~and~~
- Restaurants, ~~indoor~~ (includes sit-down and take-out establishments; ~~indoor and outdoor seating are allowed~~; drive-through windows are prohibited)\*;

\* Restaurants serving food outdoors may need to obtain an encroachment agreement from the Town. Consult with the Town Planning Department about this.

(2) Storage may be permitted in the first story of all buildings within the DROD provided it is incidental to the business in operation at the DROD and provided the first thirty (30) percent, measured from the primary entrance, is open to the public and shall not be used for

storage. This area shall be used for any other permitted or conditional use permit in the first story of buildings in the DROD. The bulk storage of volatile, flammable, or toxic chemicals or compounds is prohibited.

(3) The following uses shall be permitted with a conditional use permit in the first story of all buildings within the DROD:

Dry cleaners,  
Entertainment establishments,  
Entertainment restaurants;  
Neighborhood Bars;  
Bars, and  
Laundromats.

(C) Uses on Floors Other than the First Story in Buildings in the DROD.

(1) The following uses shall be permitted of right on any floor other than the first story of all buildings within the DROD:

Retail sales;  
Retail services;  
Offices;  
Churches, synagogues, mosques, temples and other religious uses;  
Department stores;  
Dwelling, single family and multi – family; and  
Restaurant, indoor – (includes sit-down and take-out establishments; indoor and outdoor seating are allowed, take-out as an accessory use is permitted)\*.

\* Restaurants serving food outdoors may need to obtain an encroachment agreement from the Town. consult with the Town Planning Department about this.

(2) The following uses shall be permitted with a conditional use permit on floors other than the first floor of buildings within the DROD:

Educational and instructional uses;  
Entertainment establishments;  
Entertainment restaurants;  
Neighborhood Bars;  
Bars;  
Warehousing and storage, provided that the bulk storage of volatile, flammable or toxic chemicals or compounds is prohibited.

(D) Game rooms, pool and pool halls and take-out only restaurants are prohibited in the DROD.

(E) If a single use or business requires different permits (i.e. a certificate of zoning compliance and a conditional use permit) to operate on different floors of a building, then a conditional use permit shall be required for the entire use or business.

**Section 2.** All provisions of any town ordinance or resolution in conflict with this ordinance are repealed.

**Section 3.** This ordinance shall become effective upon adoption.

The foregoing ordinance, having been submitted to a vote, received the following vote and was duly adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

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

Noes: \_\_\_\_\_

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

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

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

Attest:

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

**AN ORDINANCE AMENDING THE ABERDEEN UNIFIED DEVELOPMENT ORDINANCE**

**ARTICLE XI – Overlay Districts and Supplementary Use Regulations**

BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE TOWN OF ABERDEEN THE FOLLOWING:

**Section 1.** Aberdeen Unified Development Ordinance § 152-158, “downtown Retail Overlay District (“DROD”) Requirements,” is amended as follows:

**§ 152-158. Downtown Retail Overlay District (“DROD”) Requirements.**

The Downtown Retail Overlay District (“DROD”) encompasses most of the core of the Town of Aberdeen’s historic central business district, which includes numerous historic structures and has traditionally been the heart of commercial life in Aberdeen. The purpose of this district is to preserve and revitalize this core, so that it can house unique businesses offering goods and services that will make the Aberdeen downtown both a destination for visitors and a vital part of the community for years to come. Moreover, the DROD is intended to be a place where small businesses can locate and thrive. To this end, the DROD allows and encourages retail sales and services and entertainment establishments but it limits or prohibits noncommercial uses that generate little or no tax revenue or are open only infrequently or at irregular times.

(A) Within the DROD, the uses enumerated in this section shall apply in lieu of those uses set forth in the underlying zoning district. All other requirements of the underlying zoning district shall apply.

(B) Uses in the First Story (Street Level) of Buildings in the DROD.

(1) The following uses shall be permitted of right in the first story of all buildings within the DROD:

- Offices,
- Retail Sales,
- Retail Services,
- Department stores,
- Restaurants, (includes sit-down and take-out establishments; indoor and outdoor seating are allowed; drive-through windows are prohibited)\*;

\* Restaurants serving food outdoors may need to obtain an encroachment agreement from the Town. Consult with the Town Planning Department about this.

(2) Storage may be permitted in the first story of all buildings within the DROD provided it is incidental to the business in operation at the DROD and provided the first thirty (30) percent, measured from the primary entrance, is open to the public and shall not be used for storage. This area shall be used for any other permitted or conditional use permit in the first story

of buildings in the DROD. The bulk storage of volatile, flammable, or toxic chemicals or compounds is prohibited.(3) The following uses shall be permitted with a conditional use permit in the first story of all buildings within the DROD:

- Dry cleaners,
- Entertainment establishments,
- Entertainment restaurants,
- Neighborhood Bars,
- Bars, and
- Laundromats.

(C) Uses on Floors Other than the First Story in Buildings in the DROD.

(1) The following uses shall be permitted of right on any floor other than the first story of all buildings within the DROD:

- Retail sales,
- Retail services,
- Offices,
- Churches, synagogues, mosques, temples and other religious uses,
- Department stores,
- Dwelling, single family and multi – family;
- Restaurant, (includes sit-down and take-out establishments; indoor and outdoor seating are allowed, take-out as an accessory use is permitted)\*.

\* Restaurants serving food outdoors may need to obtain an encroachment agreement from the Town. consult with the Town Planning Department about this.

(2) The following uses shall be permitted with a conditional use permit on floors other than the first floor of buildings within the DROD:

- Educational and instructional uses,
- Entertainment establishments,
- Entertainment restaurants,
- Neighborhood Bars,
- Bars,
- Warehousing and storage, provided that the bulk storage of volatile, flammable or toxic chemicals or compounds is prohibited.

(D) Game rooms and pool halls are prohibited in the DROD.

(E) If a single use or business requires different permits (i.e. a certificate of zoning compliance and a conditional use permit) to operate on different floors of a building, then a conditional use permit shall be required for the entire use or business.

**Section 2.** All provisions of any town ordinance or resolution in conflict with this ordinance are repealed.

**Section 3.** This ordinance shall become effective upon adoption.

The foregoing ordinance, having been submitted to a vote, received the following vote and was duly adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

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

Noes: \_\_\_\_\_

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

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

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

Attest:

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

# Downtown Retail Overlay District



## MEMO

To: Daniel Martin

From: Chief Timothy J. Wenzel

RE: Downtown Bars

I understand that the planning department is proposing to the Board of Commissioners proposed changes to the downtown ordinance which currently prohibits Neighborhood Bars and Bars of any type. For what it is worth I would like to weigh in on this topic.

I am personally and professionally not opposed to changing the current ordinance to allow such establishments. In fact I think for our downtown to thrive it is necessary to provide these types of businesses. I think that if a conditional use permit is required, that we would be able to develop criteria that would protect the Town, not be a drain on the police department's resources and allow the business to prosper.

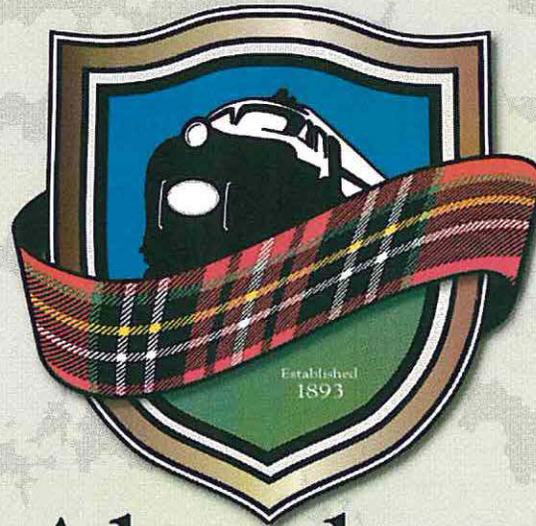
As always I am available for questions or discussion.

Tim

# Town of Aberdeen

## Board of Commissioners

March 28, 2016 Regular Meeting



# Aberdeen

# Text Amendment #1

Proposed additions to Section 1, Subsection B, Part (1) for the following uses to be permitted by right in the first story of all buildings within the DROD. Currently restaurants with outdoor seating are not permitted.

**Restaurants to allow indoor and outdoor seating; note, restaurants serving food outdoors may need to obtain an encroachment agreement from the Town.**



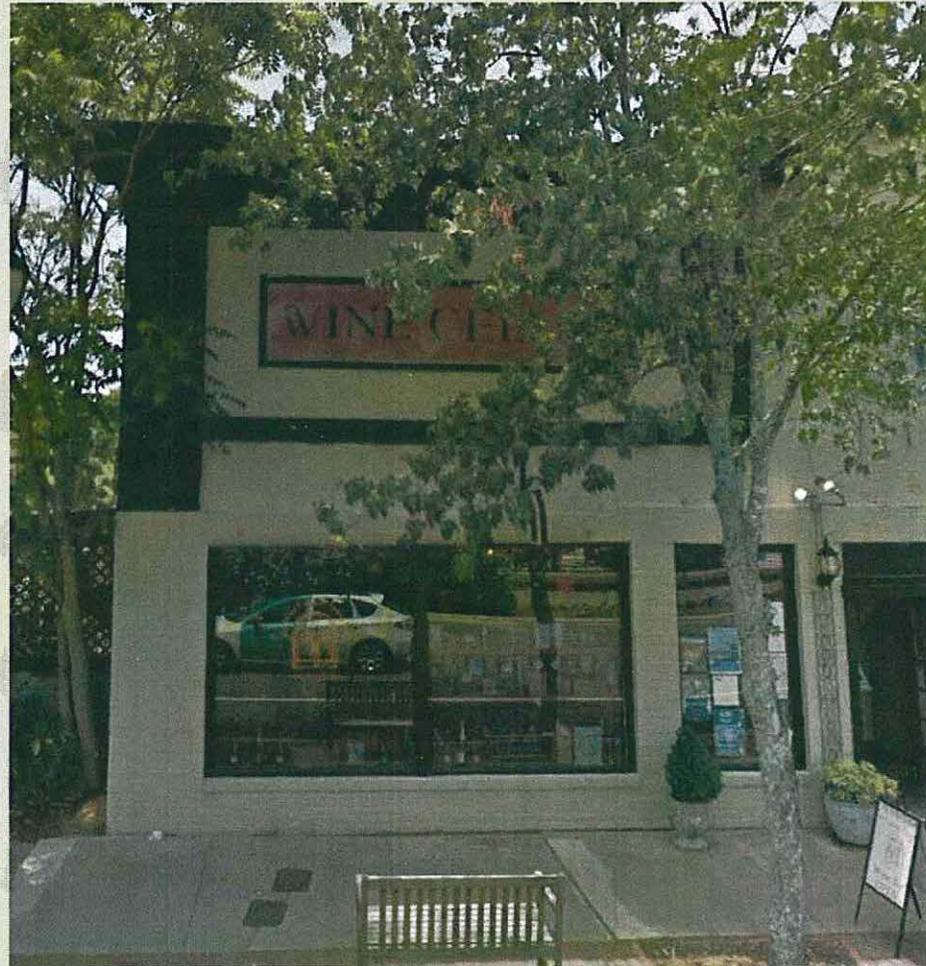
*The Raleigh Times | Raleigh, NC*

# Text Amendment #2

Proposed additions to Section 1,  
Subsection B, Part (3) for the following  
uses to be allowed with a conditional  
use permit in the first story of all  
buildings within the DROD.

- Neighborhood Bars
- Bars

Both uses are currently prohibited.



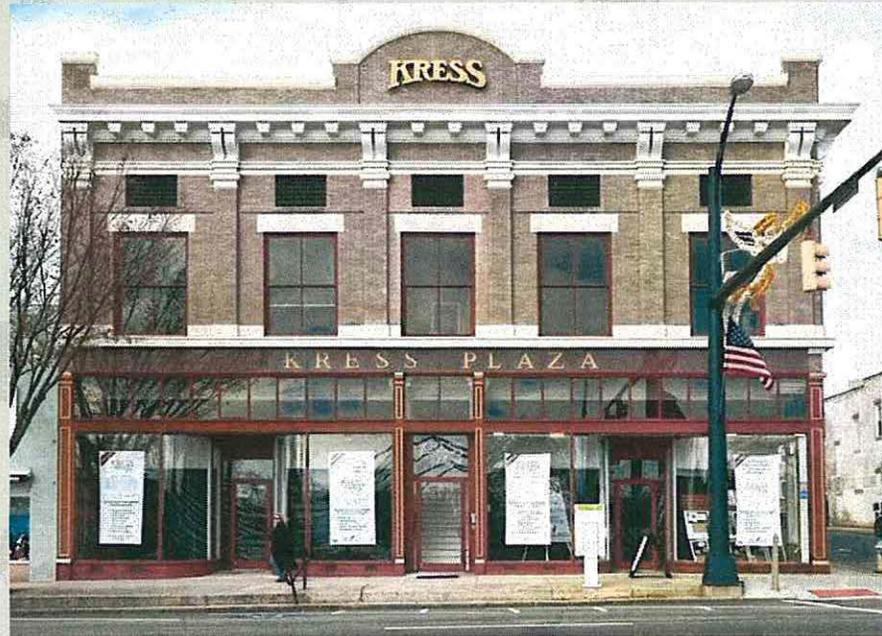
*The Wine Cellar / Southern Pines, NC*

# Text Amendment #3

Proposed addition to Section 1, Subsection C, Part (1) for the following uses to be permitted by right on any floor other than the first story buildings within the DROD:

- Dwelling, single family and multi-family
- Restaurants to allow indoor and outdoor seating

Multi Family dwellings and restaurants with outdoor seating are currently prohibited.



*Kress Plaza | Salisbury, NC*



*Riverboat Landing | Wilmington, NC*

# Text

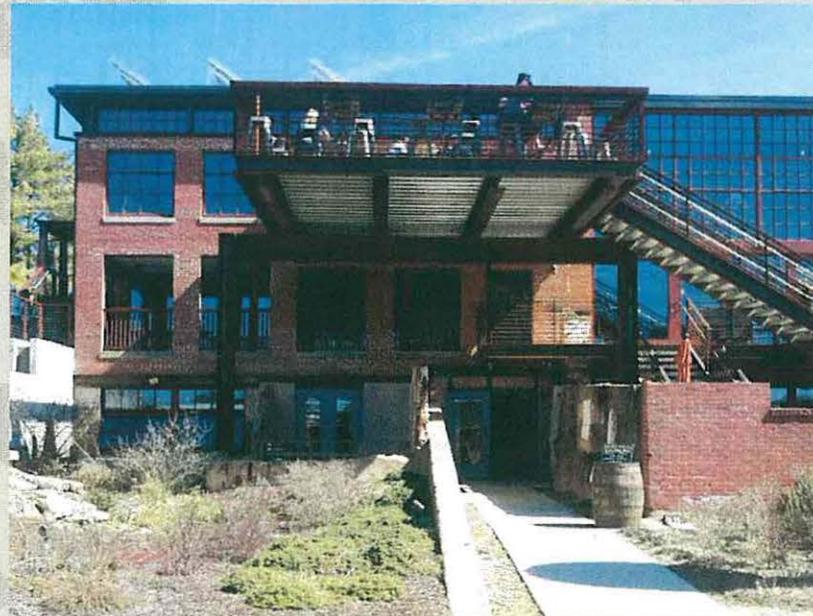
## Amendment #4

Proposed addition to Section 1, Subsection C, Part ( 2) for the following uses to be allowed with a conditional use permit on floors other than the first.

- Neighborhood Bars

- Bars

Both uses are currently prohibited.



*The Eddy Pub and Restaurant | Saxapahaw, NC*





# Text Amendment #5

Proposed removal from Subsection D  
for uses prohibited in the DROD.

**\*Take out only restaurants**

Take out restaurants are now  
prohibited.





## 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 *BFW* Department: Finance

Contact Phone # 910-944-4502 Date Submitted: 3/23/2016

Agenda Item Title: Amendment to Audit Contract

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

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**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 is the document that LGC requires when circumstances occur that prevent a municipality's annual audit from being submitted to LGC by deadline. It requires approval by the Town Board.

As mentioned in the audit presentation, the long delay was due to a software issue that was not corrected by the Town's software vendor for several months. Following approval, our auditor will submit this signed document to LGC.

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



Contract to Audit Accounts (cont.)

Town of Aberdeen

Governmental Unit

N/A

Discretely Presented Component Units (DPCU) if applicable

**Audit Firm Signature:**

Dixon Hughes Goodman LLP

Name of Audit Firm

By John A. Frank, CPA

Authorized Audit firm representative name: Type or print

Signature of authorized audit firm representative

Signature Date February 29, 2016

John.Frank@dhhllp.com

Email Address of Audit Firm

By N/A

Chair of Audit Committee - Type or print name

\*\*Signature of Audit Committee Chairperson

Signature Date

\*\* If Governmental Unit has no audit committee, mark this section "N/A"

**Governmental Unit Signatures:**

Town of Aberdeen

Name of Primary Government

By Robert A. Farrell

Mayor / Chairperson: Type or print name and title

Signature of Mayor/Chairperson of governing board

Signature Date

Date Primary Government Governing Body Approved Amended Audit Contract - G.S. 159-34(a)

**Pre-Audit Certificate to be completed if the Primary Government audit fee is changed in the Amended Contract:**

**PRE-AUDIT CERTIFICATE: Required by G.S. 159-28 (a)**

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act. Additionally, the following date is the date this audit contract was approved by the governing body.

By Beth Wentland

Primary Governmental Unit Finance Officer:

Type or print name

Beth Wentland

Primary Government Finance Officer Signature

Date 3/28/2016

(Pre-audit Certificate must be dated.)

bwentland@townofaberdeen.net

Email Address of Finance Officer

Contract to Audit Accounts (cont.) Town of Aberdeen  
Governmental Unit N/A  
Discretely Presented Component Units (DPCU) if applicable

**\*\* This page to be completed by Discretely Presented Component Unit named in this Audit contract\*\***

**DPCU Governmental Unit Signatures:**

N/A  
Name of Discretely Presented Government

By \_\_\_\_\_  
DPCU Board Chairperson; Type or print name and title

Signature of Chairperson of DPCU governing board

Signature Date \_\_\_\_\_

By N/A  
Chair of Audit Committee - Type or print name

\_\_\_\_\_  
Signature of Audit Committee Chairperson \*\*

Signature Date \_\_\_\_\_

**\*\* If Discretely Presented Government Unit has no audit committee, mark this section "N/A"**

Date DPCU Governing Body Approved Audit Contract - G.S. 159-34(a)

\_\_\_\_\_

**Pre-Audit Certificate to be completed if the DPCU audit fee is changed in the Amended Contract:**

**PRE-AUDIT CERTIFICATE: Required by G.S. 159-28 (a)**  
This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

By N/A  
DPCU Finance Officer:  
Type or print name

\_\_\_\_\_  
DPCU Finance Officer Signature

Date \_\_\_\_\_  
(Pre-audit Certificate must be dated.)

\_\_\_\_\_  
Email Address of Finance Officer

Governmental Unit

N/A

Discretely Presented Component Units (DPCU) if applicable

**Steps to Completing the Amended Audit Contract**

1. **Complete all parts of the Header Information** – Include the audit firm name, Unit name, Discretely Presented Component Unit (DPCU) name if applicable (indicate N/A if not applicable), original contract date, fiscal year end date, and original audit report due date.
2. **Explanation for Amending Audit contract** - Previously we required a separate letter of explanation to accompany amended audit contracts. The explanation is now to be included in the body of the amended audit contract detailing the reason for the extension of time request and the steps the unit and auditor will take to prevent a recurrence of lateness with subsequent year's audits.
3. **Signature Area** – The same people that signed the original audit contract must also sign the amended audit contract. If there has been a change in staff of the person(s) who signed the original audit contract, indicate this in the explanation area of the amended contract. Make sure all applicable signatures are evident and properly dated. NOTE - If the original audit contract named and included auditing a DPCU that is a *Public Authority under the Local Government Budget and Fiscal Control Act*, the Board chairperson (and finance officer if there is a fee change) of the DPCU **must also sign** the amended audit contract in the areas indicated on Page 3.
4. **Governing Board Approval** - Amended audit contracts must ALSO be approved by the Unit's governing board pursuant to G.S. 159-34(a). Indicate this new date on the amended contract under the signatures on Page 2. This includes the date the DPCU governing board approved the amended audit contract (if applicable) on page 3.
5. **Pre-Audit Certificate** is to be completed by the finance officers if there is a change in fee. This should be noted in the explanation.
6. **Reminders:**
  - a. Provide correct email addresses for the audit firm and Unit finance officer as these will be used to communicate official approval of the audit contract.
  - b. Has the name and title of the Mayor or Chairperson of the Unit's Governing Board and the DPCU's Chairperson (if applicable) been typed or legibly printed on the contract and has he/she signed in the correct area directly under the Auditor's signature?
7. **Sending amended audit contract** - After all the signatures have been obtained and the amended audit contract and is complete, please convert the signed contract into PDF form and submit it for LGC approval. Send the amended audit contract using the most current audit contract submission process. The current process will be found at the NC Treasurer's web site at the following link – <https://www.nctreasurer.com/slg/Pages/Audit-Forms-and-Resources.aspx>.



## 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 *BFW* Department: Finance

Contact Phone # 910-944-4502 Date Submitted: 3/23/2016

Agenda Item Title: Project Budget Ordinance for Reliance Packaging, LLC Grant Project (1 NC Fund Program)

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:**  
The attached project budget ordinance (Grant #2014-16038) has been prepared and is ready for the Board to consider approval. (Please note: The \$52,000 Town Match is the sum of the Town's contribution of \$24,997 and the County of Moore's contribution of \$27,003 to this project.)  
Following board approval, I can proceed with establishing a project fund for this project.  
  
Thank you,  
Beth  
  
Special requests (i.e. Needs to be first on the agenda due to schedule of guest, etc.):

**TOWN OF ABERDEEN  
PROJECT BUDGET ORDINANCE**

RELIANCE PACKAGING, LLC (WITH ALPHA INDUSTRIES, INC. AS GUARANTOR) PROJECT –  
THE “ONE NORTH CAROLINA FUND” PROGRAM  
GRANT #2014-16038

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 grant ordinance is hereby adopted:

Section 1: The project authorized is the “Reliance Packaging, LLC (with Alpha Industries, Inc. as Guarantor)” for the purpose of promoting economic development, as described in the Local Government Grant Agreement (LGGA) between this unit and the North Carolina Department of Commerce (DOC).

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 Commerce, and the budget contained herein.

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

Total Project Funding:

Grant Proceeds	\$52,000
Town Match	<u>\$52,000</u>
 Total Revenues	 \$104,000

Section 4: The following expenditure amounts are appropriated for the project:

	Grant Funds	Town Funds	Total
Grant Proceeds Disbursement	\$52,000		\$52,000
Town Match Disbursement		\$52,000	\$52,000
 Total Expenditures	 \$52,000	 \$52,000	 \$104,000

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 \_\_\_\_\_, 2016.

\_\_\_\_\_  
Town Mayor  
Town of Aberdeen

\_\_\_\_\_  
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 *BFW* Department: Finance

Contact Phone # 910-944-4502 Date Submitted: 3/23/2016

Agenda Item Title: Project Budget Ordinance for Project Sparrow-Reliance Packaging, LLC (Building Reuse)

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:

The attached project budget ordinance (Grant #2015-033-3201-2538) has been prepared and is ready for the Board to consider approval.

Following board approval, I can proceed with establishing a project fund for this project.

Thank you,  
Beth

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

**TOWN OF ABERDEEN  
PROJECT BUDGET ORDINANCE**

PROJECT SPARROW-RELIANCE PACKAGING, LLC  
RURAL ECONOMIC DEVELOPMENT GRANT AGREEMENT  
BUILDING REUSE PROGRAM  
GRANT # 2015-033-3201-2538

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 grant ordinance is hereby adopted:

Section 1: The project authorized is the “Project Sparrow-Reliance Packaging, LLC ” for the purpose of building reuse and promoting economic development, as described in the Rural Economic Development Grant Agreement” between this unit and Reliance Packaging, LLC, and the North Carolina Department of Commerce (DOC).

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 Commerce, and the budget contained herein.

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

Total Project Funding:

Grant Proceeds	\$40,000
Town Match	<u>\$2,000</u>
 Total Revenues	 \$42,000

Section 4: The following expenditure amounts are appropriated for the project:

	Grant Funds	Town Funds	Total
Grant Proceeds Disbursement	\$40,000		\$40,000
Town Match Disbursement		\$2,000	\$ 2,000
 Total Expenditures	 \$40,000	 \$2,000	 \$42,000

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 \_\_\_\_\_, 2016.

\_\_\_\_\_  
Town Mayor  
Town of Aberdeen

\_\_\_\_\_  
Town Clerk  
Town of Aberdeen (Seal)