



Town of Pilot Mountain
Armfield Center, 873 W 52 Bypass Pilot Mountain, NC 27041
Monday, December 11, 2023, 7:00 PM

BOARD OF COMMISSIONERS REGULAR MEETING AGENDA

Call to Order/Moment of Silence/Pledge of Allegiance

Adoption of Agenda

Presentations

1. Surry County Housing Study Presentation

Public Comment

Anyone may speak on any issue. Before speaking, please state your name and address. Please limit comments to three minutes.

Consent Agenda

2. Approval of Minutes

New Business

3. AIA Funding Approval

Administrative Reports

4. Town Manager & Staff Reports

Mayor and Commissioners Comments

Closed Session

5. Personnel

Other Business

Adjourn

**Town of Pilot Mountain
Board of Commissioners Meeting
Monday, November 13, 2023
7:00 PM**

Members Present: Mayor Evan Cockerham, Mayor Pro-Tem Donna Kiger, Commissioner Rachel Collins and Commissioner Scott Needham

Staff Present: Town Manager, Michael Boaz, Town Clerk, Holly Utt and Town Planner, Andy Goodall

Call to order 7:00 PM

Mayor Cockerham called the meeting to order at 7:00 PM. After a moment of silence, Commissioner Needham led the Pledge of Allegiance.

Adoption of Agenda

Commissioner Needham made a motion to adopt the agenda as presented and it was unanimous.

Public Hearings

UDO Text Amendment

Mayor Cockerham opened the public hearing. Mr. Boaz explained that this text amendment would make some changes to the permitted use table primarily to uses in the downtown area that require a great deal of parking. There are also some special restrictions for first floor residential in the Central Business District (CBD), in commercial buildings. Andy Goodall explained that our standards only allowed dwellings to be in the upper level of a mixed use building. But there are cases where a building has a basement level that could be used for dwelling. It's helpful for someone looking to re-develop a building to know exactly how it's laid out. There was no other comments and Mayor Cockerham closed the public hearing.

Public Comment

Dana Thomas, 831 Dodson Mill Road, I would just like an education or clarification on the town's responsibility, if any, of mowing the right of ways and if there are any ordinances or responsibility of landowners, although there's not a dwelling on the land they may own, if they do not have a responsibility of keeping it mowed. Thank you.

Anna Nichols, 611 West Main Street. I would like to pass along kudos to the town for your foresight and your kindness regarding the community dinner that has been planned for Thanksgiving.

John Wendel, 100 Thompson Drive. I've lived at 100 Thompson drive for almost 16 years. I want you all to know that all Pilot Mountain Police Department officers are not bad. Two years ago, I was approached by two officers about my fire pit that I was burning in my yard. I was charged for burning in the fire pit. I was signed out on my own re conscience when he went to court. Judge Sutherland threw it out. When I told the chief about it, he seemed like he didn't care. I take care of my disabled son. An ambulance is always at my house all the time. When ambulance comes I am harassed by the Pilot Mountain Police Department. For what reason? I used to get followed by officers that don't work for you anymore. One day an officer told me I had to move. I went to the chief. He didn't want to talk to me. I went the sheriff's

department where I had a good relationship with the sheriff. He told me to file a chief complaint against human resources. I found out through Pilot Mountain Police that they don't have such where you can make a complaint against an officer. In 2019, my son was sitting on the back porch with his daughter. My son wasn't bothering nobody. He had been drinking. Him and his girlfriend separated and all of this. Well, the chief came out, he got up in my son's face and told him to give him the child. And all of a sudden the Chief grabbed my son after another officer took the child out of his arms. The chief had my son around the throat. I was told to file a complaint again against the chief. I was denied. I did try again because I didn't want no trouble. Me and my son go to football games down below my house. I was approached by the two officers that don't work there anymore. The female officer told me I didn't belong. When I put up my surveillance cameras, I was told by an officer I was a drug dealer. I put them up because of the police department. The only police officer that I trust is Officer Blizzard at the Pilot Mountain Police Department. When I see them at the end of my driveway, I get scared. I call the emergency number to find out why they are sitting in my driveway. If Officer Blizzard is not working then I don't call. You all need to do something about the chief and also some of the police officers. I am a citizen of the pilot mounting and I am entitled to respect and dignity. I have surveillance from back in 2019 where the chief threatened my son for no reason and grabbed him around the throat. My son is in the hospital today. I did not call the Mountain Police Department and ask for assistance or 911 because I'm scared of certain officers that work for those shifts. I don't trust nobody with call Mountain Police Department. When I see him down the end of my driveway, I lock my doors and stay in the house until they leave. I'm asking this board for help. I want it to quit. I have a right to live in this city. I have the right to go where I want to go. I am not a violent person. I go to church with the sheriff and a bunch of other sheriff's officers. But the sheriff told me last week to file a complaint against the chief. They told me there's no such thing at Pilot Mountain. I am asking for your help. I am not crying wolf and I'm not asking for any handouts. I have the right to live in peace where I'm at. Thank you all for listening.

Consent Agenda

Commissioner Kiger made a motion to adopt the consent agenda as presented and it was unanimous.

Board and Committee Reports

September 2022 sales were \$191,309 versus sales in September 2023 of \$196,548, an increase of 2%. October 2022 sales were \$197,025 versus sales in October 2023 of \$192,832, a decrease of 1.65%. The total profit distribution during fiscal year 2022-2023 \$240,000. The store is doing well and generating profit.

Elijah Childers, Chief of the Pilot Mountain Rescue and EMS, gave an update. The Christmas parade will be held on December 2nd and registration is still open and available on their website. They had a recent event honoring two long standing members, Dennis Manuel and "Cowboy" Kiser. They have 100 years of service combined. They also have a big announcement for their new facility. They have been graciously awarded grant money from the state. This will allow them to open up some type of community center and the public can rent the facility out for parties and such. He thanked the town for supporting them over the years.

Unfinished Business

Comprehensive Transportation Plan Approval

Emily Stupka gave an update on the CPT. She addressed the changes that were made from the original plan that was presented in October. Commissioner Needham made a motion to adopt the updated Comprehensive Transportation Plan and it was unanimous.

New Business

UDO Text Amendment

Andy Goodall explained that this amendment would make some changes to the permitted use table and add special restrictions regarding residential in the CBD. The Planning Board did a very extensive review back in October. The recommendation is to go back and do this again in 2024 for the entire plan, this one is for the CBD only. Commissioner Kiger made a motion to approve the statement of consistency and the text amendment and it was unanimous.

FY 2024 Budget Amendment 1

Mr. Boaz explained that this would appropriate fund balance for the purchase of the Rescue Squad building, resurfacing the Town Hall parking lot and appropriates additional USDA grant funds. Commissioner Needham made a motion to approve FY Budget Amendment 1 and it was unanimous.

PARTF Grant Acceptance

Mr. Boaz stated that the town had applied for and received a \$500K grant PARTF grant. The local match is \$4.9 million and they are using the value of the building for the match. Commissioner Needham made a motion to accept the PARTF grant and it was unanimous.

Administrative Reports

- R&J Tree Service will do leaf pick up on November 15th, December 1st & 15th.
- The Deck the Halls/Pilot Express will be held on November 25th
- Mistletoe Market and Christmas parade December 2nd
- There will be a Thanksgiving meal at the Armfield Center on Thanksgiving Day from 11:00 am – 1:00 pm. There will also be a coat drive and the shower facilities will be available.
- The next Board of Commissioners meeting will be on December 11th at 7:00 PM at the Armfield Center
- There will be a press conference on Thursday afternoon at 1:00 PM to provide updates to the community regarding the Pilot Mountain Police Department

Mayor and Commissioner Comments

Commissioner Collins– She thanked everyone for coming out and sharing their concerns. She asked that if anyone had any issues to please feel free to let the Board know. Sometimes they don't know about all the issues that concern the citizens. She is looking forward to the Thanksgiving dinner and Christmas parade.

Commissioner Kiger – She is very excited about the community dinner coming up. She commended the downtown businesses for such a great day on Sunday.

Commissioner Needham – He reiterated what Commissioner Collins and Commissioner Kiger mentioned. He wanted to let everyone know that there would be a Pilot After Hours event at

Viridescence tomorrow from 5:30 -7:30. Gene Rees will be the speaker and he will be discussing tax credits. They do these meetings quarterly to benefit the businesses and community.

Mayor Cockerham – He congratulated the businesses for a great day on Sunday. There was a really good turnout for the Trunk-or-Treat on Main Street. He’s looking forward the Christmas parade and he’s proud to be a part of that once again. He also mentioned the allegations against the police department. He promised the public that the Board would be as open and transparent and provide a full report once it is appropriate and all citizens would have the information that they are entitled to as citizens of the town. He is also looking forward to the community dinner. This is a great service to the community.

Closed Session – Personnel

Commissioner Kiger made a motion to go into closed session and it was unanimous.

Commissioner Needham made a motion to come out of closed session.

There was no report from the closed session.

Other Business – No other business

Adjourn

Commissioner Kiger made a motion to adjourn and it was unanimous.

Respectfully Submitted:

Attest:

Holly Utt
Town Clerk

Evan Cockerham
Mayor



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

AIA Funding Approval	
<u>Background Information:</u>	
The Town has received a grant from the NC Division of Water Infrastructure to conduct further study of our water distribution system. This \$252,000 grant will be used to conduct a leak assessment, a new rate study, and other tasks. The Board will need to adopt the attached resolution and capital project ordinance in order to accept the funds.	
<u>Staff Recommendation:</u>	Approve Resolution and Capital Project Ordinance
<u>Possible Board of Commissioner Actions</u>	
<ul style="list-style-type: none">• Approve Resolution and Capital Project Ordinance as presented.• Request changes to the Capital Project Ordinance• Reject the grant• Take No Action	
<u>Attachments</u>	
<ul style="list-style-type: none">• Resolution 2023-09• Capital Project Ordinance	

**RESOLUTION AUTHORIZING TOWN ACCEPTANCE OF AIA
GRANT FUNDS**

WHEREAS, the American Rescue Plan Act (ARPA) funded from the State Fiscal Recovery Fund was established in S.L. 2021-180 to assist eligible units of government with meeting their water/wastewater infrastructure needs, and;

WHEREAS, the North Carolina Department of Environmental Quality has offered American Rescue Plan Act (ARPA) funding in the amount of \$252,000 to perform an asset inventory and assessment detailed in the submitted application, and;

WHEREAS, the Town of Pilot Mountain intends to construct said project in accordance with the approved plans and specifications.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners that:

1. That the Town of Pilot Mountain does hereby accept the ARP grant in the amount of \$252,000.
2. That the Town of Pilot Mountain does hereby give assurance to the North Carolina Department of Environmental Quality that any Conditions or Assurances contained in the Award Offer will be adhered to.
3. That, James Michael Boaz, Town Manager/Finance Officer and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project; to make assurances as contained above; and to execute such other documents as may be required by the Division of Water Infrastructure.
4. That the Town of Pilot Mountain has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

ADOPTED by the Board of Commissioners of the Town of Pilot Mountain this the 11th day of December 2023.

Attest:

Evan Cockerham, Mayor

Holly Utt, Town Clerk

**PROJECT BUDGET ORDINANCE
WATER SYSTEM AIA GRANT**

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

Section 1: The project authorized is the “Wastewater Treatment Plant Rehabilitation Project-Phase 2”.

Section 2: The officers of this unit are hereby directed to proceed with the project within the budget contained herein.

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

NC Department of Environmental Quality Grant/Loan	\$252,000.00
Total:	\$252,000.00

Section 4: The following amounts are the anticipated expenditures for the project:

Engineering Fees	\$252,000.00
Total:	\$252,000.00

Section 5: The Town Manager 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 state regulations.

Section 6: The Town Manager is directed to report quarterly on the financial status of each project element in Section 4 and on the total revenues received or claimed.

Section 7: Copies of this grant project ordinance shall be made available to the Town Manager for direction in carrying out this project.

Adopted this the 11th day of December, 2023.

SEAL:

Evan J. Cockerham, Mayor

ATTEST:

Holly Utt, Town Clerk

Pilot Mountain Town Hall
124 West Main St.
Pilot Mountain, NC 27041



(Phone) - 336.368.2247
www.pilotmountainnc.org

MEMORANDUM

TO: Mayor and Board of Commissioners
FROM: Michael Boaz, Town Manager/Finance Officer
DATE: December 6, 2023
RE: December 2023 Manager's Report

- The last leaf pickup day will be December 15.
- We will have a community meal at the Armfield Civic Center on December 23. This is for folks in the community that don't have anyone to celebrate the holiday with or those that are having a hard time.
- Representative Virginia Foxx came to the Pilot Express Event in November. She sent a letter to the Mt. Airy News and the Stokes County paper saying how much she enjoyed the event and how good a job Christy and her team of volunteers did in putting that event together.
- The Town staff and I wish everyone a happy holiday season.

PROJECT UPDATES

1. Depot Street Stream Restoration Project: Construction is complete.
2. Streetscape Project: No funding was provided in the State budget. We are working on backup plans to obtain funding.
3. WWTP & Pump Station Project: Contractor is working on final punch list.
4. 2022 Collection System Project: Design has begun.
5. 2022 Distribution System Project: Design is underway.
6. WWTP Rehab Phase 2: The design is underway.
7. 2022 Water AIA Project: We are awaiting the delivery of meters to setup the leak detection study. This phase will take 10 months to collect necessary data.



TOWN OF PILOT MOUNTAIN

Monthly Financial Dashboard

FISCAL YEAR ENDING June 30, 2024

Reporting Period: October 1-October 31 2023

OUR CASH AND INVESTMENTS		
Balances on September 30, 2023, in whole dollars		
CASH & INVESTMENTS BY FUND		
GENERAL FUND		
	October 2022	October 2023
Central Depository	\$ 487,040	\$ 489,057
NCCMT	(981)	(86,225)
NCCMT-Powell Bill	108,251	216,672
NCCMT-Term Account	-	-
Police Drug Forfeiture	448	3,941
Centura Bank CD	25,031	25,031
Fiduciary Funds	66,938	78,897
TOTAL GENERAL FUND	\$ 686,727	\$ 727,372
OTHER FUNDS		
	October 2022	October 2023
Water & Sewer Fund	\$ 39,678	\$ 8,126
NCCMT-Water/Sewer	\$ 6,241	\$ 6,445
2022 Distribution System	NA	\$ (24,160)
Streambank	\$ 611,500	\$ 39,256
WWTP Upgrade	\$ (257,476)	\$ (117,923)
2022 Collection System	N/A	\$ 0
Water Treatment Upgrade	(\$294,667)	(\$378,910)
Streetscape Project	\$ 0	\$ 0
Sunset Sewer Project	(\$39,822)	(\$39,822)
Street Resurfacing	\$219,913	(\$15,045)
WWTP Phase 2	N/A	\$5,850
2022 Water AIA	N/A	
Capital Reserve	\$ 63,788	\$ 140,843
ARPA Funds	\$ 177,558	\$ (33,869)
TOTAL OTHER FUNDS	\$ 526,713	\$ (409,209)
TOTAL CASH & INVESTMENTS TOWN-WIDE		
	October 2022	October 2023
ALL FUNDS	\$ 1,213,440	\$ 318,163

OUR CASH FLOWS...			
GENERAL FUND REVENUES & EXPENDITURES	Comparison of FYTD %		
	Prior FYTD %	Current FYTD %	
Fiscal Year Budget	\$ 2,194,700	\$ 3,132,460	
Revenues Fiscal Year to Date	72.00%	62.00%	
Expenses Fiscal Year to Date	63.22%	65.41%	
WATER & SEWER ENTERPRISE FUND			
Fiscal Year Budget	\$ 1,399,260	\$ 1,399,260	
Revenues Fiscal Year to Date	21.86%	29.89%	
Expenses Fiscal Year to Date	21.55%	27.56%	
WWTP & PUMP STATION REHAB PROJECT			
Project Budget	\$ 1,374,500	\$ 1,374,500	
Revenues Project to Date	\$ 122,445	3.83%	8.91%
Expenses Project to Date	\$ 167,827	8.70%	12.21%
Water Treatment Upgrade Project			
Project Budget	\$ 3,978,000	\$ 3,978,000	
Revenues Project to Date	\$ 3,675,162	10.72%	92.39%
Expenses Project to Date	\$ 4,156,545	11.38%	104.49%
Sunset Sewer Rehabilitation Project			
Project Budget	\$ 2,573,038	\$ 2,573,038	
Revenues Project to Date	\$ 2,056,327	55.71%	79.92%
Expenses Project to Date	\$ 2,133,417	55.07%	82.91%
WATER & SEWER AIA PROJECT			
Project Budget	NA	\$ 305,000	
Revenues Project to Date	\$ 332,279	97%	109%
Expenses Project to Date	\$ 314,278	96%	103%

SPECIFIC REVENUE COLLECTIONS AT A GLANCE...

	Comparison of FY %			GENERAL FUND DEPARTMENTS	Comparison of Monthly Expenses		
	Prior FY %	Current FY %			Fiscal Year 2024 Budget	YTD Expenses	
					Prior FY	Current FY	
AD VALOREM PROPERTY TAX				Governing Body	\$ 55,440	\$ 24,024	\$ 30,015
Fiscal Year Budget		\$ 968,150	\$ 1,099,400	Administration	256,310	157,310	\$ 271,580
Revenues this Month	\$ 32,895	6.32%	2.99%	Community & Economic D	26,500	12,120	\$ 14,400
Revenues FYTD	\$ 645,720	64.21%	58.73%	Downtown Revitalization	162,970	69,690	\$ 137,855
SALES & USE TAX				Police Dept	1,139,560	525,898	\$ 463,417
Fiscal Year Budget		\$ 630,000	\$ 670,000	Street Dept	130,240	92,905	\$ 341,571
Revenues this Month	\$ 54,513	8.63%	8.14%	Powell Bill	42,530	7,140	\$ 52,195
Revenues FYTD	\$ 224,492	34.74%	33.51%	Sanitation	320,250	141,912	\$ 129,956
UTILITY FRANCHISE TAX				Pilot Center	18,870	27,791	\$ 22,722
Fiscal Year Budget		\$ 110,000	\$ 110,000	Library	40,370	4,880	\$ 7,416
Revenues this Month	\$ -	0.00%	0.00%	Debt Service	197,850	11,243	\$ 25,646
Revenues FYTD	\$ 24,181	21.54%	21.98%	Recreation	741,570		\$ 552,172
REFUSE COLLECTION FEES					\$ 3,132,460	\$ 1,074,913	\$ 2,048,945
Fiscal Year Budget		\$ 75,000	\$ 118,510	Fiscal Year Budget		\$ 2,194,700	\$ 3,132,460
Revenues this Month	\$ 10,703	12.16%	9.03%	YTD % of Annual Budget Expended		48.98%	65.41%
Revenues FYTD	\$ 40,536	41.94%	34.20%	WATER & SEWER ENTERPRISE FUND			
ARMFIELD CIVIC CENTER				General	\$ 336,940	\$ 8,919	\$ 8,388
Fiscal Year Budget	N/A		\$ 562,000	Water/Sewer Administration	291,670	74,771	\$ 64,760
Revenues this Month	\$ 34,180	N/A	6.08%	Production	258,240	50,239	\$ 85,891
Revenues FYTD	\$ 136,983	N/A	24.37%	WWTP	278,020	81,154	\$ 87,709
WATER & SEWER ENTERPRISE FUND REVENUES				Line Maintenance	234,390	145,103	\$ 138,879
Fiscal Year Budget		\$ 1,274,390	\$ 1,399,260		\$ 1,399,260	\$ 360,186	\$ 385,627
Revenues this Month	\$ 99,983	7.63%	7.15%	Fiscal Year Budget		\$ 1,399,260	\$ 1,399,260
Revenues FYTD	\$ 418,188	29.48%	29.89%	YTD % of Annual Budget Expended		25.74%	27.56%



TOWN OF PILOT MOUNTAIN

Monthly Financial Dashboard

FISCAL YEAR ENDING June 30, 2024

Reporting Period: November 1-November 30 2023

OUR CASH AND INVESTMENTS		
Balances on November 30, 2023, in whole dollars		
CASH & INVESTMENTS BY FUND		
GENERAL FUND		
	November 2022	November 2023
Central Depository	\$ 461,419	\$ 376,305
NCCMT	199,019	(86,225)
NCCMT-Powell Bill	108,251	216,672
NCCMT-Term Account	-	-
Police Drug Forfeiture	448	3,941
Centura Bank CD	25,031	25,031
Fiduciary Funds	66,719	83,878
TOTAL GENERAL FUND	\$ 860,887	\$ 619,601
OTHER FUNDS		
	November 2022	November 2023
Water & Sewer Fund	\$ 63,877	\$ 3,701
NCCMT-Water/Sewer	\$ 6,241	\$ 6,445
2022 Distribution System	NA	\$ (24,160)
Streambank	\$ 611,500	\$ 39,256
WWTP Upgrade	\$ (96,784)	\$ (38,710)
2022 Collection System	N/A	\$0
Water Treatment Upgrade	(\$65,080)	(\$378,910)
Streetscape Project	\$0	\$0
Sunset Sewer Project	(\$39,822)	(\$39,822)
Street Resurfacing	\$219,913	(\$15,045)
WWTP Phase 2	N/A	\$5,850
2022 Water AIA	N/A	
Capital Reserve	\$ 70,773	\$ 146,666
ARPA Funds	\$ 177,558	\$ (33,869)
TOTAL OTHER FUNDS	\$ 948,177	\$ (328,597)
TOTAL CASH & INVESTMENTS TOWN-WIDE		
	November 2022	November 2023
ALL FUNDS	\$ 1,809,063	\$ 291,005

OUR CASH FLOWS...			
GENERAL FUND REVENUES & EXPENDITURES	Comparison of FYTD %		
	Prior FYTD %	Current FYTD %	
Fiscal Year Budget	\$ 2,194,700	\$ 3,681,460	
Revenues Fiscal Year to Date	92.00%	30.00%	
Expenses Fiscal Year to Date	73.02%	65.41%	
WATER & SEWER ENTERPRISE FUND			
Fiscal Year Budget	\$ 1,399,260	\$ 1,399,260	
Revenues Fiscal Year to Date	36.99%	37.66%	
Expenses Fiscal Year to Date	32.33%	34.97%	
WWTP & PUMP STATION REHAB PROJECT			
Project Budget	\$ 1,374,500	\$ 1,374,500	
Revenues Project to Date	\$ 2,029,262	3.83%	147.64%
Expenses Project to Date	\$ 2,145,088	8.70%	156.06%
Water Treatment Upgrade Project			
Project Budget	\$ 3,978,000	\$ 3,978,000	
Revenues Project to Date	\$ 3,675,162	10.72%	92.39%
Expenses Project to Date	\$ 4,156,545	11.38%	104.49%
Sunset Sewer Rehabilitation Project			
Project Budget	\$ 2,573,038	\$ 2,573,038	
Revenues Project to Date	\$ 2,056,327	55.71%	79.92%
Expenses Project to Date	\$ 2,133,417	55.07%	82.91%
WATER & SEWER AIA PROJECT			
	NA	\$ 305,000	
Project Budget			
Revenues Project to Date	\$ 332,279	97%	109%
Expenses Project to Date	\$ 314,278	96%	103%

SPECIFIC REVENUE COLLECTIONS AT A GLANCE...

	Comparison of FY %			GENERAL FUND DEPARTMENTS	Comparison of Monthly Expenses			
	Prior FY %	Current FY %			Fiscal Year 2024 Budget	YTD Expenses		
					Prior FY	Current FY		
AD VALOREM PROPERTY TAX				Governing Body	\$ 55,440	\$ 28,275	\$ 35,300	
Fiscal Year Budget	\$ 968,150	\$ 1,099,400		Administration	386,310	185,862	\$ 297,812	
Revenues this Month	\$ 58,982	3.18%	5.36%	Community & Economic D	26,500	13,970	\$ 16,250	
Revenues FYTD	\$ 704,702	67.40%	64.10%	Downtown Revitalization	212,970	94,528	\$ 156,970	
SALES & USE TAX				Police Dept	1,139,560	626,912	\$ 575,077	
Fiscal Year Budget	\$ 630,000	\$ 670,000		Street Dept	430,240	98,851	\$ 358,185	
Revenues this Month	\$ 56,468	8.73%	8.43%	Powell Bill	42,530	7,140	\$ 52,195	
Revenues FYTD	\$ 280,960	43.47%	41.93%	Sanitation	320,250	173,883	\$ 170,405	
UTILITY FRANCHISE TAX				Pilot Center	18,870	29,164	\$ 24,294	
Fiscal Year Budget	\$ 110,000	\$ 110,000		Library	40,370	6,880	\$ 7,416	
Revenues this Month	\$ -	0.00%	0.00%	Debt Service	197,850	26,953	\$ 41,355	
Revenues FYTD	\$ 24,181	21.54%	21.98%	Recreation	810,570		\$ 643,301	
REFUSE COLLECTION FEES					\$ 3,681,460	\$ 1,292,416	\$ 2,378,561	
Fiscal Year Budget	\$ 75,000	\$ 118,510		Fiscal Year Budget		\$ 2,194,700	\$ 3,681,460	
Revenues this Month	\$ 11,016	9.12%	9.30%	YTD % of Annual Budget Expended		58.89%	64.61%	
Revenues FYTD	\$ 51,553	51.06%	43.50%	WATER & SEWER ENTERPRISE FUND				
ARMFIELD CIVIC CENTER				General	\$ 336,940	\$ 8,919	\$ 8,388	
Fiscal Year Budget	N/A	\$ 562,000		Water/Sewer Administration	291,670	87,282	\$ 89,606	
Revenues this Month	\$ 52,705	N/A	9.38%	Production	258,240	61,068	\$ 134,226	
Revenues FYTD	\$ 189,687	N/A	33.75%	WWTP	278,020	95,986	\$ 104,864	
WATER & SEWER ENTERPRISE FUND REVENUES				Line Maintenance	234,390	158,744	\$ 152,257	
Fiscal Year Budget	\$ 1,274,390	\$ 1,399,260			\$ 1,399,260	\$ 412,000	\$ 489,341	
Revenues this Month	\$ 108,734	7.51%	7.77%	Fiscal Year Budget		\$ 1,399,260	\$ 1,399,260	
Revenues FYTD	\$ 526,922	36.99%	37.66%	YTD% of Annual Budget Expended		29.44%	34.97%	



Assure Station Metrics Monthly Reporting

Town of Pilot Mountain, NC - Monthly Report - October 2023

Company Id
136351

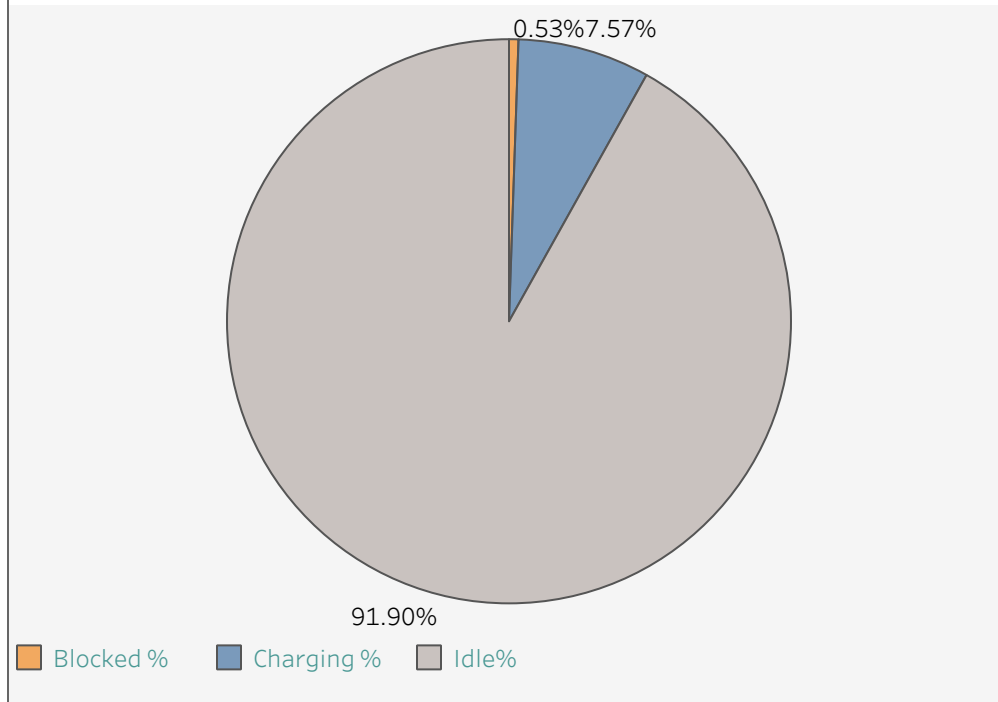
Port Level
All

Organization Name
All

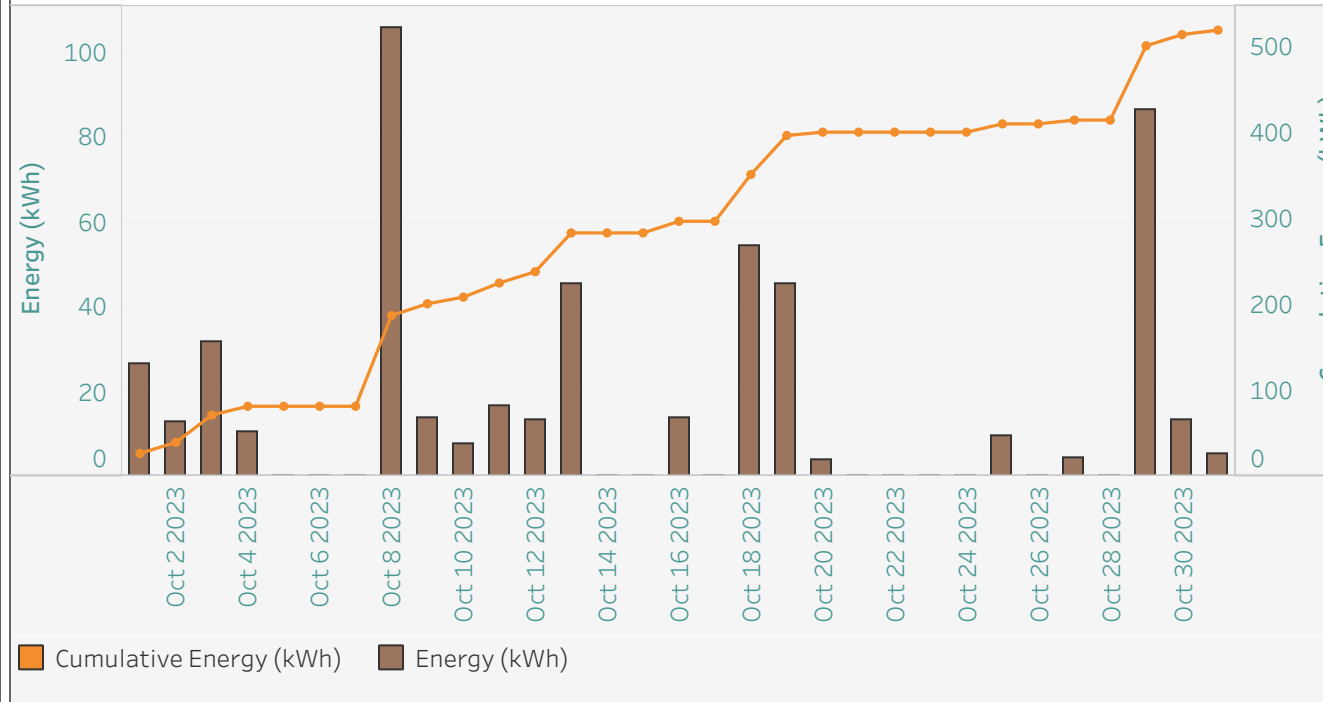
Month End Date
10/31/2023

Port Count	Station Count	Total Revenue (\$)	Energy (kWh)	GHG Savings (kg)	Gasoline Saved (Gal)	Unique Driver	Session Count
2	1	0	518	218	65	6	31

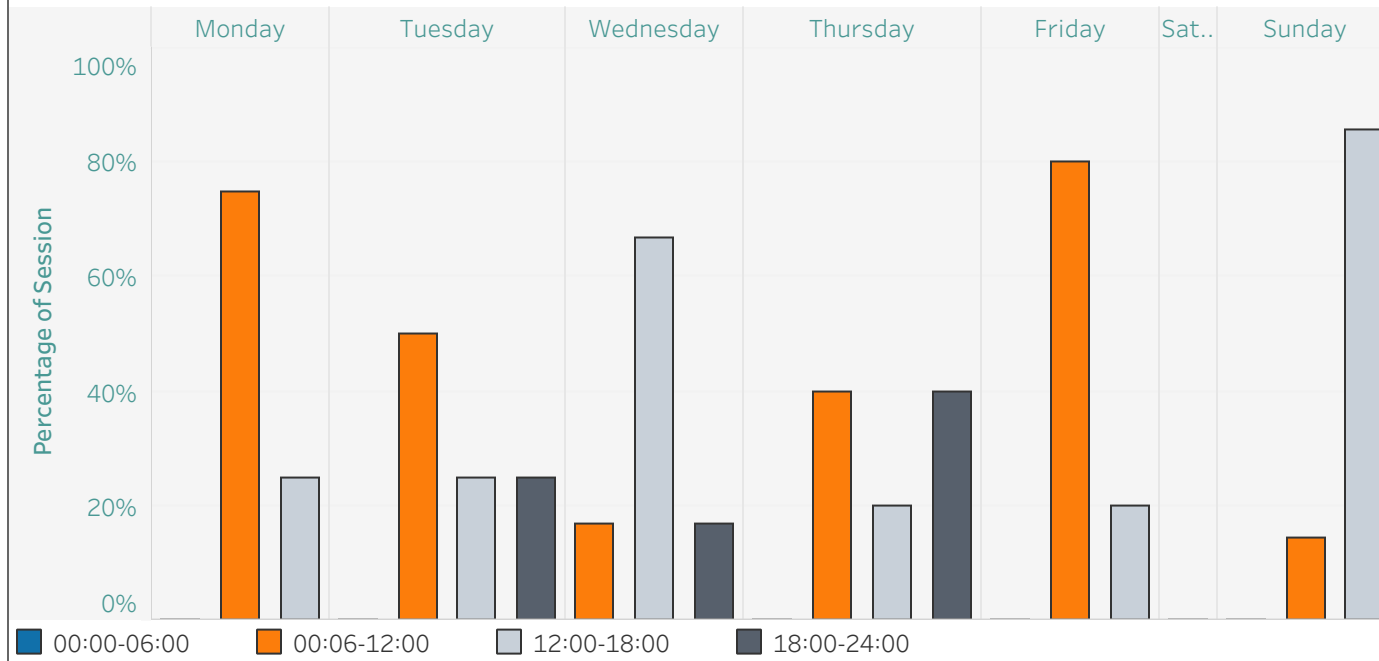
Port Utilization: 24 Hours



Energy Dispensed (kWh) by Day



Session Starts by Time of Day Month



Average Session Duration (Hours)	3.89
Average Session Charge Time (Hours)	3.64
Average Session Energy (kWh)	16.71
Average Session Revenue (\$)	0.00
Occupied Hours	120.6
Charging Hours	112.7

Port Utilization Chart: This is a view of station utilization during common business hours.

You can use this information to determine if updates need to be made to pricing / access policies or if stations should be added.

Session Start Distribution Chart: This is a view (by day) of what times drivers start sessions.

You can use this information to fine tune time of day pricing policy rules.

Station / Port Count: In order to be counted, a station must have the "Assure" entitlement applied.

This is the number of stations / ports that currently have the "Assure" entitlement.

Total Revenue: This is the sum of session fees generated by your "Assure" stations minus the ChargePoint service fee (10%).

This is based on session dates (not transaction date which may differ). Your Flex Billing reports should be used for financial reporting.

Energy (kWh): All energy dispensed through your "Assure" stations.

This data point can be useful in reconciling station energy against energy bills.

GHG Savings (kg): All the green house gasses (95% CO2) that would have been released had the miles provided by your stations come from gasoline.

This data point can be useful in sustainability reporting.

Unique Drivers: The number of unique drivers that used your stations this month (a driver would be counted only once even if they used different RFID cards).

An understanding of the number of unique drivers visiting may be useful in creating station messaging / video ads.

Gasoline (Gal) Saved: All the gasoline that would have been burned had the miles provided by your stations come from gasoline.

This data point can be useful in sustainability reporting.

Uptime: Percentage of time that your ports were capable of dispensing power.

ChargePoint is committed to keeping your ports dispensing power 98% of the time or better.

Sessions: Total session count.

An understanding of the number of times your stations authorize a session can be useful creating station messaging / video ads.

Average Session Duration: Average amount of time drivers occupy your stations.

This data point can be useful in fine tuning length of stay pricing policy rules.

Average Charging Time: Average amount of time per session energy is flowing.

This data point can be useful in fine tuning length of stay pricing policy rules.

Average Session Energy: Average amount of energy dispensed.

This data point can be useful in fine tuning price per kW pricing policy rules.

Average Session Revenue: Average session fee - 10%.

This data point can be useful in fine tuning minimum & maximum values for pricing policy rules.

Total Hours Occupied: Sum of all session durations.

This is used in part to determine utilization.

Total Hours Charging: Sum of all session charging durations.

This is used in part to determine utilization.

General Services Work Order Applications

Applications For the Date Range 11/01/2023 Thru 11/30/2023

#	Reference #	Requesting Dept.	Job Type	Location	Description	Date Entered	Date Issued	Days Open
STATUS: CLOSED								
1	JOB-2023-00372	DPW	OTHER	124 W MAIN ST	SPEAKER WIRE ON SIDEWALK. TRIP HAZARD NEEDS TO BE ADDRESSED	11/1/2023	11/1/2023	0
2	JOB-2023-00373		FIRE HYDRANTS	200 FRIENDLY LN	FLUSH HYDRANT	11/2/2023	11/30/2023	28
3	JOB-2023-00378	DPW	GARBAGE/RECYCLING	200 OLD WESTFIELD RD	PICK UP EXTRA GARBAGE CAN THAT CUSTOMER NO LONGER USES. I HAVE REMOVED THE ADDITIONAL FEE FROM BILLING ACCOUNT.	11/6/2023	11/6/2023	0
4	JOB-2023-00379	DPW	OTHER	519 W MAIN ST	UPDATED - LEAVE ON FOR NEW OWNER. TURN OFF ON 11/7 FOR FINAL. METER #1700027414	11/6/2023	11/7/2023	1
5	JOB-2023-00375	DPW	OTHER	106 N KEY ST	TURN WATER OFF FOR SEASON. METER #23191729	11/6/2023	11/8/2023	2
6	JOB-2023-00383	DPW	OTHER	CEMETERY SECTION J	MEET WITH BRENDA BLANKENSHIP ON 11/7 @ 10:30 AM AND SHOW PLOTS J153 & 154 336-971-2812	11/6/2023	11/7/2023	1
7	JOB-2023-00376	DPW	OTHER	SECOND STREET - IRRIGATION	TURN OFF IRRIGATION METER FOR SEASON	11/6/2023	11/8/2023	2
8	JOB-2023-00374	DPW	OTHER	205 N DEPOT ST UNIT B	TURN WATER ON FOR NEW SERVICE. METER #1700027651	11/6/2023	11/6/2023	0
9	JOB-2023-00384	DPW	OTHER	CEMETERY J153	MARK PLOT J153 ON 11/8/23	11/7/2023	11/8/2023	1
10	JOB-2023-00392	DPW	GARBAGE/RECYCLING	NEAR 292 W 52 BYPASS	DEAD DEER	11/9/2023	11/9/2023	0
11	JOB-2023-00391	DPW	OTHER	110 S DEPOT ST	TURN WATER OFF. METER #17297569	11/9/2023	11/9/2023	0
12	JOB-2023-00390	DPW	GARBAGE/RECYCLING	NEAR 512 W MAIN ST	REMOVE DEAD CAT	11/9/2023	11/9/2023	0
13	JOB-2023-00394	DPW	GARBAGE/RECYCLING	819 GORDON CT	REPLACE DAMAGED GARBAGE CART	11/13/2023	11/13/2023	0
14	JOB-2023-00393	DPW	GARBAGE/RECYCLING	221 LYNCHBURG RD UNIT 13	GARBAGE & RECYCLE CART	11/13/2023	11/13/2023	0
15	JOB-2023-00397	DPW	HOLIDAY	MAIN STREET	PUT UP NEW BRACKETS AND HANG CHRISTMAS LIGHTS	11/14/2023	11/14/2023	0
16	JOB-2023-00396	DPW	HOLIDAY	MAIN STREET	TAKE DOWN BANNERS AND ELECTRICAL BOXES	11/14/2023	11/14/2023	0
17	JOB-2023-00398	DPW	HOLIDAY	TOWN HALL	PUT UP CHRISTMAS TREE	11/15/2023	11/16/2023	1
18	JOB-2023-00399	DPW	GARBAGE/RECYCLING	102 W MAIN ST	REPLACE DAMAGED GARBAGE CAN	11/15/2023	11/28/2023	13
19	JOB-2023-00401	DPW	GARBAGE/RECYCLING	LOLA LANE	PLEASE TAKE 3 NEW TRASH CANS TO LOLA LANE CONDOS.	11/17/2023	11/27/2023	10
20	JOB-2023-00404	DPW	OTHER	HWY 268 E	FLUSH HYDRANT - WATER IS MURKY	11/20/2023	11/20/2023	0
21	JOB-2023-00403	DPW	OTHER	510 E MAIN ST	TURN WATER ON FOR NEW SERVICE. METER #1700027493	11/20/2023	11/20/2023	0
22	JOB-2023-00402	DPW	OTHER	CEMETERY SECTION J	MARK PLOT J339 - MR. JACK D. MARION - NO HEADSTONE. NEEDS TO BE MARKED ASAP	11/20/2023	11/20/2023	0
23	JOB-2023-00405	DPW	OTHER	VARIOUS LOCATIONS	RE-READS FOR DECEMBER BILLING	11/22/2023	11/27/2023	5
24	JOB-2023-00410	DPW	GARBAGE/RECYCLING STREET CANS	MAIN STREET/DEPOT	PLEASE EMPTY DOWNTOWN CANS. ALSO SERVICE DOG STATION ON DEPOT STREET.	11/28/2023	11/29/2023	1
25	JOB-2023-00413	DPW	GARBAGE/RECYCLING	105 LYNCHBURG RD	REPLACE DAMAGED GARBAGE CART	11/28/2023	12/5/2023	7

General Services Work Order Applications

Applications For the Date Range 11/01/2023 Thru 11/30/2023

#	Reference #	Requesting Dept.	Job Type	Location	Description	Date Entered	Date Issued	Days Open
26	JOB-2023-00409	DPW	OTHER	VARIOUS LOCATIONS	CUT OFF FOR NON-PAYMENT - 38 ACCOUNTS	11/28/2023	12/4/2023	6
27	JOB-2023-00411	DPW	GARBAGE/RECYCLING	US 52 BYPASS & E MAIN	DEAD DEER JUST OUTSIDE TOWN LIMITS ON OLD 52.	11/28/2023	11/29/2023	1
28	JOB-2023-00417	DPW	OTHER	CEMETERY SECTION J	FOR 11/30 - PUT A FLAG IN CENTER OF PLOT J130 FOR SCOTT LYNCH	11/29/2023	11/30/2023	1
29	JOB-2023-00414	DPW	OTHER	CEMETERY SECTION C	MARK PLOTS C666 & C667 FOR HEADSTONE	11/29/2023	11/30/2023	1
29	TOTAL CLOSED APPLICATIONS							
STATUS: IN PROGRESS								
1	JOB-2023-00406	DPW	OTHER	723 OLD BARN CIRCLE	WATER LINE BREAK	11/27/2023		0
1	TOTAL IN PROGRESS APPLICATIONS							
STATUS: NEW								
1	JOB-2023-00380	DPW	OTHER	205 OLD WESTFIELD RD	REPLACE METER. REGISTER #23191813 WAS REPLACED AND COMMISSIONED ON 10/12	11/6/2023		0
2	JOB-2023-00382	DPW	GARBAGE/RECYCLING	212 S BOYLES ST	REPLACE GARBAGE CART. LID IS MISSING	11/6/2023		0
3	JOB-2023-00381	DPW	GARBAGE/RECYCLING	809 WESTRIDGE DR	TAKE BOTH RECYCLE AND GARBAGE CART TO THIS ADDRESS. ADDED TO CUSTOMERS BILL.	11/6/2023		0
4	JOB-2023-00377	DPW	OTHER	CEMETERY SECTION D	MEASURE BETWEEN PLOTS 627 & 630. OWNER THINKS THERE MAY BE ROOM FOR 3 PLOTS	11/6/2023		0
5	JOB-2023-00385	DPW	OTHER	106 S KEY ST, UNIT 71	VERIFY METER # FOR UNIT 71.	11/8/2023		0
6	JOB-2023-00395	DPW	OTHER	213 E MARION ST SUITE B	LOCATE METER & TURN WATER ON. NO INFORMATION ON METER IN FMS. THERE SHOULD BE 3 METERS THERE. I WILL NEED METER NUMBER AND READING.	11/13/2023		0
7	JOB-2023-00400	DPW	GARBAGE/RECYCLING	514 BUTLER ST	REPLACE GARBAGE CART	11/16/2023		0
8	JOB-2023-00408	DPW	OTHER	VARIOUS LOCATIONS	CUT OFF VACANT ACCOUNTS WITH USAGE X 4	11/27/2023		0
9	JOB-2023-00407	DPW	OTHER	625 E 52 BYPASS	TURN WATER OFF AND REMOVE METER # 23191762. THEY ARE MOVING THE HOUSE ON WEDNESDAY.	11/27/2023		0
10	JOB-2023-00412	DPW	GARBAGE/RECYCLING	221 LYNCHBURG RD UNIT 12	CUSTOMER NEEDS GARBAGE & RECYCLE CART	11/28/2023		0
11	JOB-2023-00415	DPW	OTHER	715 E MAIN ST	METER #1700027315 SHOWING LEAK IN SENTRYX AND CUSTOMER THINKS LEAK IS ON TOWN'S SIDE. I EXPLAINED TO HIM THAT IF IT WENT THROUGH THE METER IT WAS THE CUSTOMERS RESPONSIBILITY. HE WANTS SOMEONE FROM PW TO CALL AND EXPLAIN TO HIM HOW HE HAS A LEAK WHEN WATER IS TURNED OFF INSIDE. (BETWEEN METER AND BUILDING) CALVIN CREESON - 336-414-0004	11/29/2023		0
12	JOB-2023-00416	DPW	OTHER	3109 OLD US 52 S (STORAGE BUILDINGS)	SET METER FOR NEW SERVICE	11/29/2023		0
12	TOTAL NEW APPLICATIONS							

General Services Work Order Applications

Applications For the Date Range 11/01/2023 Thru 11/30/2023

#	Reference #	Requesting Dept.	Job Type	Location	Description	Date Entered	Date Issued	Days Open
42	TOTAL APPLICATIONS THIS REPORT PERIOD							

**MONTHLY STATUS REPORT OF
OPERATION FOR THE PILOT MOUNTAIN
WASTEWATER TREATMENT PLANT**

MONTH: November

YEAR: 2023

OPERATIONS:

MILLION GALLONS OF WATER TREATED	4.165	PERMIT LIMIT MGD	.500
AVERAGE DAILY VOLUME TREATED	.155		
TOTAL RAINFALL	1.60		

CHEMICALS USED:

CHLORINE/BLEACH	80 Gallons
POLYMER	0 Gallons

CHEMICAL ANALYSIS:

Parameter	Permit Limits	Monthly Results
BOD	30 max. avg. monthly	4.05
TSS	30 max. avg. monthly	5.0
D.O.	5 minimum avg. daily eff.	8.17
Fecal Coliform	200 max. avg. monthly	3.66
Ammonia-Nitrogen	28.6 max. avg. monthly	12.1

We had a weekly Fecal violation the week of November 13th – 17th due to a problem with our chlorination equipment we were back in compliance the next week. The eDMR was submitted to NCDEQ on December 7th, 2023

Zoning Permit Applications

Applications For the Date Range 11/01/2023 Thru 11/30/2023

#	Reference #	Application Type	Property Address	Block	Lot	Owner Name	Date Entered	Date Issued
STATUS: APPROVED								
1	Z-2023-0062	NON-RESIDENTIAL - ACCESSORY STRUCTURE	312 E 52 BYPASS			NEW RIVER TIRE RECYCLING LLC	11/13/2023	11/13/2023
2	Z-2023-0063	CHANGE OF USE / ZONING VERIFICATION	114 W MAIN ST, STE B			HEATH MICKEY LEE	11/15/2023	11/15/2023
3	Z-2023-0064	RESIDENTIAL - NEW CONSTRUCTION	139 MOUNTAIN VIEW DR			THORP KERRI SEXTON	11/20/2023	11/27/2023
3	TOTAL APPROVED APPLICATIONS							
3	TOTAL APPLICATIONS THIS REPORT PERIOD							