



Town of Pilot Mountain
Town Hall 124 West Main Street Pilot Mountain, NC 27041
Monday, April 08, 2019, 7:00 PM

BOARD OF COMMISSIONERS REGULAR MEETING AGENDA

Call to Order/Moment of Silence/Pledge of Allegiance

Adoption of Agenda

Public Comment

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

Consent Agenda

- [1.](#) Consent Agenda

Board & Committee Reports

Unfinished Business

- [2.](#) UDO Text Amendment: Commercial Growing Operations

New Business

- [3.](#) Public Works Task Scheduling
- [4.](#) Sunset Water Line Project
- [5.](#) Wastewater Treatment Plant Project

Town Manager & Finance Report

- [6.](#) Staff Reports

Mayor and Commissioners Comments

Closed Session Pursuant to NCGS 143-318 (a)(2)-Prevent Premature Disclosure of an Honor or Award

Other Business

Adjourn

**Town of Pilot Mountain
Board of Commissioners Meeting
Monday, March 11, 2019
Regular Meeting 7:00 PM**

Members Present: Mayor Evan Cockerham, Commissioner Kimberly Quinn, Commissioner Donna Kiger, Commissioner Scott Needham and Commissioner Hilda Willis.

Staff Present: Town Manager, Michael Boaz, Town Attorney, Ed Woltz and Town Clerk, Holly Utt

Call to order/Moment of Silence/Pledge of Allegiance – 7:00 PM

Mayor Cockerham called the meeting to order at 7:00 PM. All in attendance observed a moment of silence and recited the pledge of allegiance.

Adoption of Agenda

Commissioner Quinn made a motion to amend the agenda and add a Resolution dissolving PMABA and Closed Session NCGS 143-381.11(a)(5) and it was unanimous.

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

Public Comment

Eric Bullington, 150 Deer Trace Lane, was present to speak. He asked that the town staff get the agenda out sooner so others would have a chance to review it. He also requested that the Board turn the ETJ back over to the county. Citizens in the ETJ do not get to vote or have a say in town elections and the Board has jurisdiction over their planning and zoning and who represents the ETJ. They also do not receive any services from the town and pay double for water.

Consent Agenda

- February 11, 2019 Regular and Special Meeting Minutes

Commissioner Quinn made a motion to approve and adopt the consent agenda and the items there upon and it was unanimous.

ABC Board Report

Billy Pell stated that the ABC sales were up by 18.18% over February 2018. Total sales for the month was \$92,133 compared to \$79,303 in the previous year. He commended the staff for their hard work.

Discussion and Possible Action

FY 2019 Audit Contract

Mr. Boaz stated the audit contract for 2019 had been received from Bernard Robinson and recommended approval. Commissioner Needham made a motion to approve the contract and it was unanimous.

Board Appointments

Mr. Boaz stated that there had been two applications received for the vacant seat on the Tourism Development Authority. Commissioner Quinn made a motion to appoint Meka Price to the TDA board and it was unanimous.

The ABC Board recommended Bill Hancock to finish the remaining term of Larry Cooke. Commissioner Quinn made a motion to appoint Bill Hancock for the remainder of that term and it was unanimous.

Resolution Opposing ABC Privatization

Mr. Boaz explained that the privatization of liquor sales would have a negative impact on the revenue for the town. If liquor sales were privatized, we would lose profit distribution from the ABC Store and would have to find a way to supplement the loss. ABC Board Chairman, Billy Pell, also added that it would do away with all local boards and create one board per county. Commissioner Needham made a motion to adopt Resolution 2018/2019-8 opposing the privatization and it was unanimous.

Main Street Coordinating Committee Appointments

Mr. Boaz stated that the ordinance would change the number of members from nine down to six. This would allow the committee to meet the quorum requirements more easily. There are currently three vacancies on the committee with all original appointment to expire as of May 1. Commissioner Kiger made a motion to approve Ordinance 2019-1 and it was unanimous.

Resolution Dissolving PMABA

Mr. Boaz explained that the Pilot Mountain Area Business Association (PMABA) was created in December 2011. With all the current downtown revitalization efforts, membership has dwindled and funds limited. The officers of PMABA met today and voted to discontinue operations of the group. They voted to designate the remaining funds to be used for maintenance of the landscaping at the roundabouts on NC 268. Commissioner Quinn added that they would like the town to take over the ribbon cutting ceremonies. Commissioner Kiger made a motion to approve Resolution R2018/2019-9 and it was unanimous.

Administrative Reports

Town Manager's Report

- On March 13th the town will most likely be awarded \$300K to conduct an asset inventory on the water and wastewater system by the NC State Infrastructure Authority. This will give a detailed study of existing infrastructure and improved mapping of the system. All the funds are grants and with the only cost to the town of 2% or \$6K.
- The town will also most likely be awarded \$1.25 million to do work at the wastewater treatment plant and several pump stations. That will be 25% grant and 75% 0 interest loan. Staff has recommended the list of projects to be funded but that is not final until that board meets.
- The town has been accepted in to the Downtown Strong program created by Governor Cooper. No other information is available at this time.
- The LGC approved the town's loan for the Sunset Sewer project. He expects them to approve the Water Interconnect project at their April meeting.

Financial Report

- The general fund is doing well. The water/sewer fund should correct by year-end.

Commissioner Needham asked about the percentages on the governing body fund. Mr. Boaz explained that the budget is adopted by functional area which means general government are all in the general fund; if one department goes over, money can be moved from one department to the other.

Departmental Reports

Mayor and Commissioners Comments

Mayor Cockerham: Thanked and congratulated staff on all the grants and funds being received and to everyone who has had a hand in the downtown projects. He thanked Commissioner Quinn for leading by example with the Ladies Night Out events.

Commissioner Quinn: No Comments

Commissioner Kiger: No Comments

Commissioner Needham: The pink flags along Main Street is the start of the streetscape planning and the engineering for that. He thanked Kyle Hall who was very instrumental in procuring the town \$50K for the project.

Commissioner Willis: No Comments

Closed Session – NCGS 143-381.11(a)(5) Establish the negotiating position for acquisition of real property

Commissioner Needham made a motion to enter into closed session and it was unanimous.

Commissioner Kiger made a motion to come out of closed session and it was unanimous.

Other Business

No other business to discuss

Adjourn or Recess

Commissioner Willis 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 Special Meeting
Monday, March 11, 2019 6:30 PM**

Members Present: Mayor Evan Cockerham, Commissioner Kim Quinn, Commissioner Hilda Willis, Commissioner Donna Kiger and Commissioner Scott Needham.

Staff Present: Town Manager, Michael Boaz, Town Attorney, Ed Woltz and Town Clerk, Holly Utt

Mayor Cockerham called the special meeting to order at 6:40 PM and opened the public hearing.

Public Hearing on Temporary Moratorium

Eric Bullington, 150 Deer Trace Lane, was present to speak. He had concerns about the proposed use having ill effects on surrounding businesses. He stated that the farming should be placed in a more industrial setting and not in a high profile general business area.

No one else was present to speak. Commissioner Needham made a motion to close the public hearing and it was unanimous.

Discussion and possible action regarding Temporary Development Moratorium

Commissioner Needham made a motion to approve Ordinance 2019-2, Declaring Temporary Moratorium on commercial farming operation in GB/HB districts, and it was unanimous.

Respectfully Submitted:

Attest:

Holly Utt
Town Clerk

Evan Cockerham
Mayor

**Town of Pilot Mountain
Board of Commissioners Planning Retreat
Friday, March 22, 2019 12:00 PM
612 E. Main Street**

Members Present: Mayor Evan Cockerham, Commissioner Kim Quinn, Commissioner Hilda Willis, Commissioner Donna Kiger and Commissioner Scott Needham.

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

Mayor Cockerham called the meeting to order at 12:20 PM.

Mr. Boaz stated that the town had been approved for a loan and grant by the LGC for the Sunset Sewer Project. The next step is for the Board to approve a resolution which would authorize the town manager to sign the loan agreement. A closing fee of \$44,254 is required to close the loan. The survey work has been completed and they are now in the engineering phase. Commissioner Needham made a motion to approve Resolution 2018/19-10 and the Sunset Sewer Rehabilitation Capital Project Ordinance Budget Amendment 1 and it was unanimous.

Chris Aycock facilitated a strategic planning retreat with the Board.

Respectfully Submitted:

Attest:

Holly Utt
Town Clerk

Evan Cockerham
Mayor



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

UDO Text Amendment: Commercial Growing Operations

Background Information:

At last month's meeting, the Board directed staff to develop a proposed text amendment to the UDO to deal with commercial growing operations. Staff has prepared a recommendation that we will present to the Planning and Zoning Board at their next meeting. At this point, the Planning and Zoning Board has not reviewed this amendment.

Essentially, the amendment is in two parts. First we have recommended some changes to the permitted use table that will clarify where these uses will be allowed. The second part of the proposed amendments will be the addition of some special requirements or conditions for these types of projects. These were taken from other jurisdictions from around the country, particularly in California and Colorado that have dealt with these types of uses.

This recommendation is being presented to the Board for information and review. If any of the Board members have recommendations or ideas about things that are not addressed in the proposed amendments, please let Andy or I know. We will incorporate them into the final recommendation that will be made to the Planning and Zoning Board later in April.

Once the Planning and Zoning Board meets, this issue will be back before the Board in May for a Public Hearing and potential action by the Board. No action is necessary at this time.

Staff Recommendation:

This item is for information and review only. No action requested.

Possible Board of Commissioner Actions

- Take No Action

Attachments

- Staff Report



TOWN OF PILOT MOUNTAIN, NC

124 WEST MAIN STREET - PILOT MOUNTAIN, NC 27041

Board of Commissioners Meeting

Town Hall – 124 W. Main Street – Pilot Mountain, NC 27041

Monday, May 13, 2019

6:45PM

To: Mayor Cockerham & Board of Commissioners
From: Planning & Development Staff
Date: May 1, 2019
Subject: **2019-UDO-01** (*Indoor Growing Operations, Nurseries, Greenhouses*)

A. ACTIONS REQUESTED BY THE BOARD OF COMMISSIONERS

1. Motion to adopt a statement approving the proposed ordinance amendment and describing its consistency with the plan; or
2. Motion to adopt a statement approving the proposed ordinance amendment and declaring that this also amends the plan, along with an explanation of the change in conditions to meet the development needs of the community that were taken into account in the amendment; or
3. Motion to adopt a statement rejecting the proposed ordinance amendment and describing its consistency or inconsistency with the plan.

With each of these alternatives, the statement is also to include an explanation of why the governing board deems the action reasonable and in the public interest.

B. REQUIRED VOTES TO PASS REQUESTED ACTIONS

A majority vote is required to pass the requested actions.

C. PROPOSED AMENDMENTS

Topics being addressed:

-  Indoor Growing Facilities
-  Lawn and Garden Stores (Retail Nurseries)

Additions are highlighted in **GREEN**. Deletions are highlighted in **RED**.

TABLE 6-1: Table of Permitted Uses

Agricultural Uses	RA	RL	RM	RH	OI	CB	GB	HB	GM	LI	PS
Nurseries and Greenhouses (Commercial)	P						P	P	P	P	
Indoor Growing Facilities	P								P	P	X
Retail & Wholesale Uses	RA	RL	RM	RH	OI	CB	GB	HB	GM	LI	PS
Lawn and Garden Stores (Retail Nurseries)	C						P	P	P	P	

SECTION 8.12 Performance Standards for Certain Uses and Structures

8.12.19 Indoor Growing Facilities

- (A) All activities and operations of the facility, including cultivation, shall take place inside the building.
- (B) The facility shall include a ventilation and filtration system designed to ensure odors from the operation are not detectable from outside of the building.

D. NCGS 160A-383

Consistency Statement

When adopting or rejecting any zoning amendment, the governing board shall also approve a statement describing whether its action is consistent with an adopted comprehensive plan and any other officially adopted plan (I.e. Land Use Plan) that is applicable, and briefly explain why the board considers the action taken to be reasonable and in the public interest. The statement shall be one of the following:

1. A statement approving the proposed zoning amendment and describing its consistency with the plan;
2. A statement approving the proposed amendment and declaring that this also amends the plan, along with an explanation of the change in conditions to meet the development needs of the community that were taken into account in the zoning amendment; or
3. A statement rejecting the proposed zoning amendment and describing its consistency or inconsistency with the plan.

E. LAND USE PLAN OVERALL OBJECTIVE

“To improve the quality of life of the citizens of Pilot Mountain by encouraging responsible growth management decisions, protecting the small town character, developing an attractive community, preserving and improving historical assets and insuring a healthy local economy”.



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

Public Works Task Scheduling	
<u>Background Information:</u>	
During the retreat, the Board asked that staff develop a schedule for completion of the recurring Public Works tasks. I have worked with the Public Works team and we have developed the attached schedule and present it to you for your review. The idea is that we will complete the brush schedule every other week, throughout the year. We will cover the indicated streets on the day indicated, unless weather, volume of material, or other issues slow us down. If we are slowed down, we will complete the streets in the order they are indicated. If we complete the Tuesday route, we will NOT move to the Wednesday route before Wednesday. We think that this schedule will allow us and the citizens to have a good understanding of when we going to be servicing their home. Our plan is to start following this schedule on May 1 assuming the Board approves the schedule. That being said, we will not strictly adhere, meaning no pickups outside of this schedule, until July 1. Outside of the brush pickup schedule, we have also prepared a schedule for our other recurring tasks such as mowing, trash can emptying, drain clearing, etc. We ask that the Board review and approve this schedule so that we can publish it and begin communicating with our citizens about the new policy and procedure.	
<u>Staff Recommendation:</u>	Staff recommends approval of the schedule
<u>Possible Board of Commissioner Actions</u>	
• Approve the schedule and new policy regarding brush pickup • Make changes to the proposed schedule • Take no Action	
<u>Attachments</u>	
• Public Works task schedule • May 2019 Calendar	

May 2019



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29 Brush pickup	30 brush pickup	1 brush pickup, trash cans and dog poop stations	2 brush pickup	3 brush pickup	4
5	6 Storm drain check, facility mowing	7	8 Trash cans and dog poop stations	9	10	11
12	13 Brush pickup	14 brush pickup	15 brush pickup, trash cans and dog poop stations	16 brush pickup	17 brush pickup	18
19	20 Storm drain check, facility mowing	21	22 Trash cans and dog poop stations	23	24	25
26	27 Brush pickup	28 brush pickup	29 brush pickup, trash cans and dog poop stations	30 brush pickup	31 brush pickup	1
2	3	Notes All daily jobs are subject to change depending on water and sewer issues that may occur. They take precedence				

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



(Phone) – 336.368.2247
(Fax) – 336.368.9532
www.pilotmountainnc.org

Brush/Yard Waste Bi-weekly Pick-up Schedule

Items should be placed at the curb no later than 7am on the scheduled day of pick up. If your brush and yard waste is not picked up on the scheduled day, it will be picked up within the week. There will be no return trips for yard waste. If you miss the scheduled pick up, your yard waste will be picked up on the next bi-weekly trip.

Brush such as tree trimmings, branches, and small limbs should be stacked neatly in a pile with the cut edges at the curb edge. Do not use rope, wire or ties. It is not necessary to cut tree trimmings into small sections. The cut end should be no larger than 3" in diameter.

Yard Waste such as grass clippings, small twigs, vines, garden plants, bush clippings, etc, should be placed in bags and set by the curb.

NO COLLECTION OF CONTRACTED WORK: Tree and shrubbery branches, limbs, trimmings and yard waste cut by contractors or landscapers **will not be collected by the Town**. It is the responsibility of the homeowner/occupant and contractor to remove all yard waste and brush.

ROUTE SCHEDULE FOR BRUSH PICK-UP

Monday	Lynchburg Rd, Old Barn Circle, Dodson Mill Rd, Neva St., North View Dr., Mountain View Dr., Westridge Dr., Gordon Ct., Blalock Ct. and Saddle Dr
Tuesday	North Key St., W. Hwy 52 Bypass, Westfield Rd, School St., Spring St., Friends St., Swanson St., W. Main St., Simmons St. and Sunset Dr.
Wednesday	S. Stephens St., Dodson St., Denny St., S. Key St., Foothill Dr., Lola Lane, Butler St., S Boyles St. and S S Depot St.
Thursday	Bullington Ln, Hamlin Dr., E. Main St., Nelson St., Needham St., S. Academy St., Marion St., Davis St. and Pine St.
Friday	N. Stephens St., Second St., N. Depot St., Howard St., N. Academy St., Joyce Dr., East Hwy 52 Bypass, Carson Rd., Carson St. and Crestwood Dr.

Schedule for Other Routine Tasks:

All mowing at the cemetery, library, Town Hall, Pilot Center, etc. will be done during the non-brush pickup week.

All trash cans and dog-poop stations will be emptied on Wednesday of each week.

Gutters at the Library will be cleaned out in June, September, December, and March.

All storm drains will be checked and cleaned as necessary every other week, on non-brush pickup week.



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

Sunset Water Line Project

Background Information:

As we have begun working on the Sunset Sewer Line Project design, we have realized that the water lines in this area are at least 50 year old cast iron pipe. In addition, there are some very long service lines because of the way this line was built in the 1960's. Finally, there is a potential that the water line will need to be extended in order to serve some potential new developments at the end of Sunset Drive.

Based on all of this information, I asked WithersRavenel, to prepare a cost estimate on replacing the water line in this area. This would hopefully be done at the same time as the sewer work was going on to avoid digging up the road twice. WR has estimated that this project will cost roughly \$300,000 and we are suggesting that we apply for a grant/loan from the State to help fund this project.

Staff is asking the Board to do a couple of things. First, to exempt the Town from the normal RFQ process, which the Board can do for this size project, because it only makes sense for the same firm to do the design and construction administration for both the water and sewer parts of this project. Second, to approve a contract with WR to complete the design work on this project. We need to take this step now to insure that we can get the design work on the water line project done on the same schedule as the sewer line project. Third, to pass the attached resolution that will authorize the Town to submit an application for funding to the State in the spring funding cycle.

WR will not bill the Town for the design work until after the funding decision is made. If we are approved for funding, then we can submit that as a project expense. If we are not approved for funding, then we will have to pay for the engineering cost. At this point I have built that cost into the FY 2020 budget.

Also, in order to make sure we get maximum points on our funding application, we will need to update the Town's Asset Management Plan with a new Capital Improvement Plan (CIP). I have updated our CIP to include this water line project and attached it for your review and approval.

Staff Recommendation:

Staff recommends approval of the exemption, the contract, and the resolution

Possible Board of Commissioner Actions

- Approve exemption, contract, and resolution
- Approve one or more of the above
- Reject all recommended actions
- Take No Action

Attachments

- Water Line Engineering Agreement
- Updated CIP
- Resolution 2019-11

**RESOLUTION BY THE BOARD OF COMMISSIONERS
OF THE TOWN OF PILOT MOUNTAIN**

- WHEREAS, The Federal Clean Water Act Amendments of 1987 and the North Carolina the Water Infrastructure Act of 2005 (NCGS 159G) have authorized the making of loans and grants to aid eligible units of government in financing the cost of construction of (state whether a wastewater treatment works, wastewater collection system, stream restoration, stormwater treatment, drinking water treatment works, and/or drinking water distribution system or other "green" project), and
- WHEREAS, The Town of Pilot Mountain has need for and intends to construct a drinking water distribution system project described as the replacement of aged water lines along Simmons Street and Sunset Drive, and
- WHEREAS, The Town of Pilot Mountain intends to request state grant/loan assistance for the project,

NOW THEREFORE BE IT RESOLVED, BY THE BOARD OF COMMISSIONERS OF THE TOWN OF PILOT MOUNTAIN:

That the Town of Pilot Mountain, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State grant/loan award.

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the governing body of the **Applicant** agrees to include in the loan agreement (if applicable) a provision authorizing the State Treasurer, upon failure of the Town of Pilot Mountain to make scheduled repayment of the loan, to withhold from the Town of Pilot Mountain any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.

That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That James Michael Boaz, the Town Manager, the **Authorized Official**, and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a grant/loan to aid in the construction of the project described above.

That the **Authorized Official**, 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 the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** 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 this the 8th day of April, 2019 at Pilot Mountain, North Carolina.

Attest:

Evan J. Cockerham, Mayor

Holly Utt, Town Clerk

TOWN OF PILOT MOUNTAIN CAPITAL IMPROVEMENT PROGRAM	Total Project Cost	Projected Spending by Year										
		Budget Yr	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28
GENERAL FUND TOTAL	\$0	\$3,687,500	\$3,250,000	\$2,581,000	\$2,105,000	\$2,031,000	\$0	\$56,000	\$0	\$31,000	\$0	\$31,000
WATER FUND TOTAL	\$0	\$3,261,484	\$4,298,333	\$3,450,000	\$80,000	\$91,200	\$1,270,000	\$300,000	\$50,000	\$515,000	\$75,000	\$75,000
TOTAL PILOT MOUNTAIN C-I-P	\$0	\$6,948,984	\$7,548,333	\$6,031,000	\$2,185,000	\$2,122,200	\$1,270,000	\$356,000	\$50,000	\$546,000	\$75,000	\$106,000

TOWN OF PILOT MOUNTAIN
GENERAL FUND
CAPITAL IMPROVEMENTS PLAN

PROJECT NUMBER	PROJECT DESCRIPTION	COST			YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10
			2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
	<u>GENERAL ADMINISTRATION</u>													
1	Town Hall Renovations	\$750,000			\$750,000									
2	Downtown Street Scape Improvements	\$2,510,000	\$10,000	\$2,500,000										
		\$0												
	<u>GENERAL ADMINISTRATION SUBTOTAL</u>	\$3,260,000	\$10,000	\$2,500,000	\$750,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<u>POLICE DEPARTMENT</u>													
3	Vehicle Replacement	\$155,000	\$180,000			\$31,000		\$31,000		\$31,000		\$31,000		\$31,000
4	Police Department Renovations	\$1,500,000			\$1,500,000									
5	Police Records Management Software	\$35,000		\$35,000										
6	Police Server	\$0												
7	Police Radio Replacement	\$50,000				\$50,000								
	<u>POLICE DEPARTMENT SUBTOTAL</u>	\$1,740,000	\$180,000	\$35,000	\$1,500,000	\$81,000	\$0	\$31,000	\$0	\$31,000	\$0	\$31,000	\$0	\$31,000
	<u>STREETS & HIGHWAYS</u>													
8	Snow Plow	\$0			\$0									
9	Vehicle Replaceemnt	\$25,000								\$25,000				
10	Annual Paving Projects	\$1,000,000	\$1,000,000											
11	1996 Dump Truck Replacemetn	\$105,000					\$105,000							
12	New Public Works Building	\$500,000			\$500,000									
13	Trailer Replacement	\$6,500	\$6,500											
		\$0												
	<u>STREETS & HIGHWAYS SUBTOTAL</u>	\$1,636,500	\$1,006,500	\$0	\$500,000	\$0	\$105,000	\$0	\$0	\$25,000	\$0	\$0	\$0	\$0
	<u>SANITATION</u>													
14	Chipper Replacement	\$0												
15	Leaf Machine Replacement	\$45,000		\$45,000	\$0									
16	Leaf/Chip Box	\$7,500		\$7,500	\$0									
17	New Public Works Building	\$500,000			\$500,000	\$0								
	<u>SANITATION SUBTOTAL</u>	\$552,500	\$0	\$52,500	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<u>Culture & Recreation</u>													
18	Downtown Stream Restoration	1,100,000		\$1,100,000.00										
19	Pilot Mtn State Park Greenway	6,500,000	0	\$0.00	\$0.00	\$2,500,000.00	\$2,000,000.00	\$2,000,000.00						
	<u>CULTURE & RECREATION SUBTOTAL</u>	\$7,600,000	0	\$1,100,000.00	\$0.00	\$2,500,000.00	\$2,000,000.00	\$2,000,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	<u>TOTAL</u>	\$14,789,000	\$190,000	\$3,687,500	\$3,250,000	\$2,581,000	\$2,105,000	\$2,031,000	\$0	\$56,000	\$0	\$31,000	\$0	\$31,000

TOWN OF PILOT MOUNTAIN
WATER AND SEWER FUND
CAPITAL IMPROVEMENTS PLAN

PROJECT NUMBER	PROJECT DESCRIPTION	COST			YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10
			2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
	<u>WATER IMPROVEMENTS</u>													
	<u>DISTRIBUTION SYSTEM</u>													
1	Water Meter Replacements	\$0	\$0											
2	Miscellaneous Water Main Replacements	\$1,120,000	\$0	\$0	\$65,000	\$150,000	\$80,000	\$0	\$250,000	\$300,000	\$50,000	\$75,000	\$75,000	\$75,000
21	Simmons & Sunset Drive Water Line Replacements	\$400,000	\$0	\$200,000	\$200,000									
3	Cook School Road Water Main**	\$0				\$0								
4	Howard and Depot Street Water Replacements	\$0			\$0									
	<u>WATER TREATMENT PLANT</u>													
5	Water Supply Improvements	\$3,900,000	\$3,900,000											
	<u>WATER IMPROVEMENTS SUBTOTAL</u>	\$5,420,000	\$3,900,000	\$200,000	\$265,000	\$150,000	\$80,000	\$0	\$250,000	\$300,000	\$50,000	\$75,000	\$75,000	\$75,000
	<u>WASTEWATER IMPROVEMENTS</u>													
	<u>COLLECTION SYSTEM</u>													
6	Sunset PS Replacement	\$580,383	\$580,383											
7	Sunset Area Sewer Line Replacements	\$1,606,484		\$1,606,484										
8	Wastewater Collection System SCADA	\$2,777,333	\$0		\$2,777,333									
9	Out of Service Pump Repairs	\$50,000		\$50,000										
10	Heatherly Creek Sewer Outfall & Pump Station**	\$2,700,000				\$2,700,000	\$0	\$0						
11	Portable Bypass Pump for Wastewater Lift Stations**	\$60,000			\$60,000	\$0								
12	Nelson Street Pump Station Replacement**	\$596,000			\$596,000	\$0	\$0							
13	Infiltration and Inflow Study	\$105,000		\$105,000										
14	Lola Lane Aerial Sewer Crossing	\$0		\$0										
15	Neighbor's Pump Station Improvements	\$91,200		\$0				\$91,200						
16	Upgrade Lola Lane Pump Station**	\$1,020,000							\$1,020,000					
17	Off Site Pump Station and Force Main Replacement**	\$440,000										\$440,000		
18	Howard and Depot Street Sewer Replacements	\$1,300,000		\$1,300,000										
20	Vehicle Replacements	\$0												
	<u>WASTEWATER TREAMENT PLANT</u>	\$0												
19	Wastewater Disposal Improvements	\$1,200,000		\$0	\$600,000	\$600,000								
		\$0												
	<u>WASTEWATER IMPROVEMENTS SUBTOTAL</u>	\$12,526,400	\$580,383	\$3,061,484	\$4,033,333	\$3,300,000	\$0	\$91,200	\$1,020,000	\$0	\$0	\$440,000	\$0	\$0
	<u>TOTAL</u>	\$17,946,400	\$4,480,383	\$3,261,484	\$4,298,333	\$3,450,000	\$80,000	\$91,200	\$1,270,000	\$300,000	\$50,000	\$515,000	\$75,000	\$75,000



TOWN OF PILOT MOUNTAIN
BOARD OF COMMISSIONERS MEETING

Wastewater Treatment Plant Project

Background Information:

At last month's meeting I reported to the Board that we would likely be awarded a grant/loan totaling \$1.25 million for work at the WWTP and several of the Town's pump stations. This project was funded, however it was only funded as a \$1.25 million zero percent interest loan. In discussing this with McGill, we believe that we likely could resubmit this project and with some minor changes get funded again, but this time with the 25% grant that we are eligible for.

The major concern that I have for taking this approach is that this work really needs to be completed as soon as possible. Just this week we have had to spend approximately \$5,200 for parts for one of the rotor assemblies for the plant. This does not include the roughly \$2,000 cost to install these parts once they arrive. I believe that the longer we stretch out the needed repairs to this project, the more risk we take of having this large repairs that have to be funded out of the Town's operating budget rather than with a loan that is paid over time.

The annual debt service payment on a \$1,250,000 loan is \$62,500 while the payment on a \$937,500 (75% of the total project) loan is \$46,875. This lower payment will obviously mean a lower rate increase in the future, but will delay the much needed work by at least 6 months.

Staff has prepared a resolution that will authorize the Town to re-submit the financing application to the State in April, if the Board wants to go that route. The other option is to move forward with the existing funding and issue an RFQ for engineers to work with on this project.

After discussing it with our engineers, I think we should resubmit the application. In order to mitigate the risk with this option, I believe that we should also issue an RFQ as soon as the funding application is submitted, select an engineer, and direct them to prepare the Preliminary Engineering Report so that it can be submitted as soon as a funding decision is made.

We will also need to submit the updated CIP with this project application. I have added this project to the CIP that was presented as a part of the Sunset Water Line Project discussion.

Staff Recommendation: Staff recommends resubmitting the funding application.

Possible Board of Commissioner Actions

- Approve Resolution 2019-11
- Authorize staff to move forward with current funding
- Take no action

Attachments

- Resolution 2019-11
- Update CIP

**TOWN OF PILOT MOUNTAIN
RESOLUTION AUTHORIZING APPLICATION TO NC
DIVISION OF WATER INFRASTRUCTURE FOR WWTP AND
SEWER LIFT STATIONS IMPROVEMENT PROJECT**

- WHEREAS, The Federal Clean Water Act Amendments of 1987 and the North Carolina the Water Infrastructure Act of 2005 (NCGS 159G) have authorized the making of loans and grants to aid eligible units of government in financing the cost of construction of a wastewater treatment works and wastewater collection system project, and
- WHEREAS, The **Town of Pilot Mountain** has need for and intends to construct a wastewater treatment and wastewater collection system project generally described as the WWTP and Sewer Lift Stations Improvements project, and
- WHEREAS, The **Town of Pilot Mountain** intends to request state loan and/or grant assistance for the project,

NOW THEREFORE BE IT RESOLVED, BY THE TOWN BOARD OF THE TOWN OF PILOT MOUNTAIN:

That the **Town of Pilot Mountain**, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State loan and/or grant award.

That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.

That the governing body of the **Applicant** agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the **Town of Pilot Mountain** to make scheduled repayment of the loan, to withhold from the **Town of Pilot Mountain** any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.

That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.

That **James Michael Boaz, Town Manager**, the **Authorized Official**, and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a (loan or grant) to aid in the construction of the project described above.

That the **Authorized Official**, 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 the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** 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 this the 8th day of April, 2019 at Pilot Mountain, North Carolina.

Evan J. Cockerham, Mayor

TOWN OF PILOT MOUNTAIN CAPITAL IMPROVEMENT PROGRAM	Total Project Cost	Projected Spending by Year										
		Budget Yr	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28
GENERAL FUND TOTAL	\$0	\$3,687,500	\$3,250,000	\$2,581,000	\$2,105,000	\$2,031,000	\$0	\$56,000	\$0	\$31,000	\$0	\$31,000
WATER FUND TOTAL	\$0	\$3,261,484	\$4,298,333	\$3,450,000	\$80,000	\$91,200	\$1,270,000	\$300,000	\$50,000	\$515,000	\$75,000	\$75,000
TOTAL PILOT MOUNTAIN C-I-P	\$0	\$6,948,984	\$7,548,333	\$6,031,000	\$2,185,000	\$2,122,200	\$1,270,000	\$356,000	\$50,000	\$546,000	\$75,000	\$106,000

TOWN OF PILOT MOUNTAIN
GENERAL FUND
CAPITAL IMPROVEMENTS PLAN

PROJECT NUMBER	PROJECT DESCRIPTION	COST			YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10
			2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
	<u>GENERAL ADMINISTRATION</u>													
1	Town Hall Renovations	\$750,000			\$750,000									
2	Downtown Street Scape Improvements	\$2,510,000	\$10,000	\$2,500,000										
		\$0												
	<u>GENERAL ADMINISTRATION SUBTOTAL</u>	\$3,260,000	\$10,000	\$2,500,000	\$750,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<u>POLICE DEPARTMENT</u>													
3	Vehicle Replacement	\$155,000	\$180,000			\$31,000		\$31,000		\$31,000		\$31,000		\$31,000
4	Police Department Renovations	\$1,500,000			\$1,500,000									
5	Police Records Management Software	\$35,000		\$35,000										
6	Police Server	\$0												
7	Police Radio Replacement	\$50,000				\$50,000								
	<u>POLICE DEPARTMENT SUBTOTAL</u>	\$1,740,000	\$180,000	\$35,000	\$1,500,000	\$81,000	\$0	\$31,000	\$0	\$31,000	\$0	\$31,000	\$0	\$31,000
	<u>STREETS & HIGHWAYS</u>													
8	Snow Plow	\$0			\$0									
9	Vehicle Replaceemnt	\$25,000								\$25,000				
10	Annual Paving Projects	\$1,000,000	\$1,000,000											
11	1996 Dump Truck Replacemetn	\$105,000					\$105,000							
12	New Public Works Building	\$500,000			\$500,000									
13	Trailer Replacement	\$6,500	\$6,500											
		\$0												
	<u>STREETS & HIGHWAYS SUBTOTAL</u>	\$1,636,500	\$1,006,500	\$0	\$500,000	\$0	\$105,000	\$0	\$0	\$25,000	\$0	\$0	\$0	\$0
	<u>SANITATION</u>													
14	Chipper Replacement	\$0												
15	Leaf Machine Replacement	\$45,000		\$45,000	\$0									
16	Leaf/Chip Box	\$7,500		\$7,500	\$0									
17	New Public Works Building	\$500,000			\$500,000	\$0								
	<u>SANITATION SUBTOTAL</u>	\$552,500	\$0	\$52,500	\$500,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	<u>Culture & Recreation</u>													
18	Downtown Stream Restoration	1,100,000		\$1,100,000.00										
19	Pilot Mtn State Park Greenway	6,500,000	0	\$0.00	\$0.00	\$2,500,000.00	\$2,000,000.00	\$2,000,000.00						
	<u>CULTURE & RECREATION SUBTOTAL</u>	\$7,600,000	0	\$1,100,000.00	\$0.00	\$2,500,000.00	\$2,000,000.00	\$2,000,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	<u>TOTAL</u>	\$14,789,000	\$190,000	\$3,687,500	\$3,250,000	\$2,581,000	\$2,105,000	\$2,031,000	\$0	\$56,000	\$0	\$31,000	\$0	\$31,000

TOWN OF PILOT MOUNTAIN
WATER AND SEWER FUND
CAPITAL IMPROVEMENTS PLAN

PROJECT NUMBER	PROJECT DESCRIPTION	COST			YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	YEAR 6	YEAR 7	YEAR 8	YEAR 9	YEAR 10
			2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
	<u>WATER IMPROVEMENTS</u>													
	<u>DISTRIBUTION SYSTEM</u>													
1	Water Meter Replacements	\$0	\$0											
2	Miscellaneous Water Main Replacements	\$1,120,000	\$0	\$0	\$65,000	\$150,000	\$80,000	\$0	\$250,000	\$300,000	\$50,000	\$75,000	\$75,000	\$75,000
21	Simmons & Sunset Drive Water Line Replacements	\$400,000	\$0	\$200,000	\$200,000									
3	Cook School Road Water Main**	\$0				\$0								
4	Howard and Depot Street Water Replacements	\$0			\$0									
	<u>WATER TREATMENT PLANT</u>													
5	Water Supply Improvements	\$3,900,000	\$3,900,000											
	<u>WATER IMPROVEMENTS SUBTOTAL</u>	\$5,420,000	\$3,900,000	\$200,000	\$265,000	\$150,000	\$80,000	\$0	\$250,000	\$300,000	\$50,000	\$75,000	\$75,000	\$75,000
	<u>WASTEWATER IMPROVEMENTS</u>													
	<u>COLLECTION SYSTEM</u>													
6	Sunset PS Replacement	\$580,383	\$580,383											
7	Sunset Area Sewer Line Replacements	\$1,606,484		\$1,606,484										
8	Wastewater Collection System SCADA	\$2,777,333	\$0		\$2,777,333									
9	Out of Service Pump Repairs	\$50,000		\$50,000										
10	Heatherly Creek Sewer Outfall & Pump Station**	\$2,700,000				\$2,700,000	\$0	\$0						
11	Portable Bypass Pump for Wastewater Lift Stations**	\$60,000			\$60,000	\$0								
12	Nelson Street Pump Station Replacement**	\$596,000			\$596,000	\$0	\$0							
13	Infiltration and Inflow Study	\$105,000		\$105,000										
14	Lola Lane Aerial Sewer Crossing	\$0		\$0										
15	Neighbor's Pump Station Improvements	\$91,200		\$0				\$91,200						
16	Upgrade Lola Lane Pump Station**	\$1,020,000							\$1,020,000					
17	Off Site Pump Station and Force Main Replacement**	\$440,000										\$440,000		
18	Howard and Depot Street Sewer Replacements	\$1,300,000		\$1,300,000										
20	Vehicle Replacements	\$0												
	<u>WASTEWATER TREATMENT PLANT</u>	\$0												
19	Wastewater Disposal Improvements	\$1,200,000		\$0	\$600,000	\$600,000								
		\$0												
	<u>WASTEWATER IMPROVEMENTS SUBTOTAL</u>	\$12,526,400	\$580,383	\$3,061,484	\$4,033,333	\$3,300,000	\$0	\$91,200	\$1,020,000	\$0	\$0	\$440,000	\$0	\$0
	<u>TOTAL</u>	\$17,946,400	\$4,480,383	\$3,261,484	\$4,298,333	\$3,450,000	\$80,000	\$91,200	\$1,270,000	\$300,000	\$50,000	\$515,000	\$75,000	\$75,000

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



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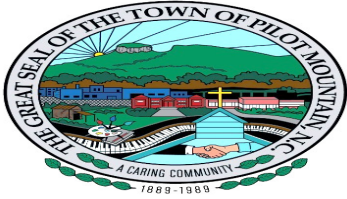
MEMORANDUM

TO: Mayor and Board of Commissioners
FROM: Michael Boaz, Town Manager/Finance Officer
DATE: April 3, 2019
RE: April 2019 Town Manager's Report

- The Town was awarded \$150,000 each for a water and sewer asset inventory project. The next step is for the Town to develop a project scope and to issue an RFQ for firms to do the work. The staff is developing a draft scope of work for the State to review and a draft RFQ to be issued to potential firms once the State has approved the scope of work.
- Over the next several weeks the Town will holding a series of meetings as a part of the Downtown Strong program. We will let you all know the schedule and when we will need you to participate as soon as we have all of that finalized.
- Jenny and I have attended the necessary information session for the Downtown Associate Community program. The State is taking applications this year and staff is curious as to whether the Board wants to submit our application again.
- The Town was awarded a \$10,000 grant from the State to install trash/recycling bins on Main Street. This will require a \$10,000 match from the Town which will be added to the budget for next fiscal year.
- I have asked that the Department Heads submit their budget requests to me by 19 April. I should be able to have a draft budget ready for the Board's review within 1-2 weeks of that date. I ask that everyone look at their calendars and see when it is convenient to have the first (or only) budget workshop.

PROJECT UPDATES

1. Depot Street Stream Restoration Project: We have been awarded three grants, totaling \$1,100,000 for this project. This is enough money to do most of the stream restoration work on project. We have signed easements from 20 of 40 property owners. We are still working with property owners to get signed easements.
2. Lola Lane Ponds/Dam: There is repair work that has been done to this area.
3. Water/Sewer Regionalization/Interconnection Study: The final report will be ready for the Board to approve by June 2019.
4. Landfill Rehabilitation Project: The engineers are continuing to work on a remediation plan for this old landfill project. This project is being completed funded by the State of NC.
5. Main Street National Register District: The survey work has been completed and submitted to the NC Historic Preservation Office.
6. Street Paving Project: We are waiting on some updated numbers from the NC DOT before we can complete the application process.
7. Sunset Sewer Sub-Basin Project: the PER has been reviewed and approved. The engineers are currently working on the formal designs which are due to the State by June 3.
8. Water Treatment Upgrade: The PER has been approved and the engineers are working on a formal design which is due to the State by June 3. Staff and the engineers will be meeting with property owners along part of the proposed route over the next couple of weeks to discuss how these individual properties will be affected.
9. Streetscape Project: Initial survey work has been completed and the engineers are now working on plans. We will be meeting with some property owners in the new future to discuss potential impacts.



TOWN OF PILOT MOUNTAIN

Monthly Financial Dashboard

FISCAL YEAR ENDING June 30, 2019

Reporting Period: March 1-March 31 2019

OUR CASH AND INVESTMENTS

Balances on February 28, 2019, in whole dollars

CASH & INVESTMENTS BY FUND

GENERAL FUND

	March 2018	March 2019
Central Depository	\$ 189,592	\$ 423,137
NCCMT	195,980	2,106
NCCMT-Powell Bill	138,472	475
NCCMT-Term Account	352,391	258,922
Police Drug Forfeiture	1,398	1,398
Centura Bank CD	25,031	25,031
Fiduciary Funds	50,357	35,175
TOTAL GENERAL FUND	\$ 953,221	\$ 746,245

OTHER FUNDS

	March 2018	March 2019
Water & Sewer Fund	\$ 66,252	\$ (3,289)
NCCMT-Water/Sewer	\$ 1,549	\$ 2,964
Water Meter CP	\$ 88	\$ 9,059
Interconnection CP	\$ (22,900)	\$ (3,900)
Landfill Project CIP	\$ 939	\$ -
Lola Lane CP	N/A	\$3,286
Water Treatment Upgrade	N/A	(\$84,775)
Streetscape Project	N/A	\$61,500
Sunset Sewer Project	N/A	(\$106,450)
Street Resurfacing	N/A	\$23,055
Capital Reserve	\$ 52,147	\$ (5,411)
TOTAL OTHER FUNDS	\$ 98,075	\$ (103,960)

TOTAL CASH & INVESTMENTS TOWN-WIDE

	March 2018	March 2019
ALL FUNDS	\$ 1,051,296	\$ 642,285

OUR CASH FLOWS...

		Comparison of FYTD %	
GENERAL FUND REVENUES & EXPENDITURES		Prior FYTD %	Current FYTD %
Fiscal Year Budget		\$ 1,813,180	\$ 1,869,590
Revenues Fiscal Year to Date		74.00%	77.00%
Expenses Fiscal Year to Date		70.93%	79.32%
WATER & SEWER ENTERPRISE FUND			
Fiscal Year Budget		\$ 964,700	\$ 935,190
Revenues Fiscal Year to Date	\$ 700,681	67.73%	74.08%
Expenses Fiscal Year to Date	\$ 708,317	72.97%	75.74%
LANDFILL REHAB PROJECT			
Project Budget		\$ 10,000	\$ 72,355
Revenues Project to Date	\$ 77,657	11.34%	107.33%
Expenses Project to Date	\$ 77,657	11.34%	107.33%
Water Treatment Upgrade Project			
Project Budget		N/A	\$ 3,978,000
Revenues Project to Date		N/A	0.00%
Expenses Project to Date	\$ 75,375	N/A	1.89%
Sunset Sewer Rehabilitation Project			
Project Budget		N/A	\$ 2,528,784
Revenues Project to Date		N/A	0.00%
Expenses Project to Date	\$ 79,832	N/A	3.16%
WATER & SEWER INTERCONNECTION STUDY PROJECT			
Project Budget		\$ 100,000	\$ 100,000
Revenues Project to Date	\$ 87,000	54%	87%
Expenses Project to Date	\$ 90,900	68%	91%

SPECIFIC REVENUE COLLECTIONS AT A GLANCE...

		Comparison of FY %	
		Prior FY %	Current FY %
AD VALOREM PROPERTY TAX			
Fiscal Year Budget	\$ 812,500	\$ 834,280	
Revenues this Month	\$ 27,127	2.45%	3.25%
Revenues FYTD	\$ 808,221	94.19%	96.88%
SALES & USE TAX			
Fiscal Year Budget	\$ 440,000	\$ 446,310	
Revenues this Month	\$ 44,080	9.63%	9.88%
Revenues FYTD	\$ 350,591	75.27%	78.55%
UTILITY FRANCHISE TAX			
Fiscal Year Budget	\$ 117,500	\$ 107,000	
Revenues this Month	\$ 27,591	21.73%	25.79%
Revenues FYTD	\$ 81,668	67.51%	76.33%
REFUSE COLLECTION FEES			
Fiscal Year Budget	\$ 66,150	\$ 68,000	
Revenues this Month	\$ 6,043	8.54%	8.89%
Revenues FYTD	\$ 52,206	75.99%	76.77%
SALES & SERVICES			
Fiscal Year Budget	\$ 27,700	\$ 41,500	
Revenues this Month	\$ 4,289	1.69%	10.33%
Revenues FYTD	\$ 38,852	114.77%	93.62%
WATER & SEWER ENTERPRISE FUND REVENUES			
Fiscal Year Budget	\$ 972,770	\$ 945,800	
Revenues this Month	\$ 73,533	7.08%	7.77%
Revenues FYTD	\$ 700,681	67.73%	74.08%

EXPENDITURES AT A GLANCE...

		Comparison of Monthly Expenses	
		Fiscal Year	YTD Expenses
GENERAL FUND DEPARTMENTS		2019 Budget	Prior FY Current FY
Governing Body	\$ 66,780	\$ 52,636	\$ 74,648
Administration	299,010	216,984	207,342
Community & Economic D	32,600	19,052	18,554
Downtown Revitalization	110,870	11,900	78,462
Police Dept	689,670	488,884	571,017
Street Dept	157,550	91,737	118,514
Powell Bill	145,000	28,360	141,506
Sanitation	212,240	199,120	168,065
Pilot Center	19,060	56,252	20,243
Library	44,140	57,243	5,675
Debt Service	49,620	40,805	49,614
Non Departmental	43,050	23,091	29,334
	\$ 1,869,590	\$ 1,286,063	\$ 1,482,974
Fiscal Year Budget	\$ 1,813,180	\$ 1,869,590	
YTD % of Annual Budget Expended		70.93%	79.32%
WATER & SEWER ENTERPRISE FUND			
General	\$ 137,720	\$ 121,117	\$ 84,150
Water/Sewer Administration	115,680	80,193	96,962
Production	212,090	184,349	168,041
WWTP	205,550	131,086	143,546
Line Maintenance	264,150	191,616	215,619
	\$ 935,190	\$ 708,361	\$ 708,317
Fiscal Year Budget	\$ 970,711	\$ 935,190	
YTD % of Annual Budget Expended		72.97%	75.74%

Town of Pilot Mountain Budget Reports March 2019
10 - General Fund

Expenditures						
	Department	Budget	Period Activity	Year to Date	Balance	% Spent
10-4110:	Governing Body	\$66,780.00	\$6,401.87	\$74,648.36	-\$7,868.36	112%
10-4120:	Administration	\$301,510.00	\$18,850.89	\$207,342.42	\$94,167.58	69%
10-4490:	Community & Economic Devpt	\$32,600.00	\$0.00	\$18,554.00	\$14,046.00	57%
10-4495:	Downtown Revitalization	\$110,870.00	\$5,242.92	\$78,461.90	\$32,408.10	71%
10-4510:	Public Safety	\$689,670.00	\$62,995.21	\$571,016.64	\$118,653.36	83%
10-4560:	Streets	\$157,550.00	\$6,256.56	\$118,514.33	\$39,035.67	75%
10-4570:	Powell Bill	\$145,000.00	\$0.00	\$141,506.10	\$3,493.90	98%
10-4580:	Sanitation	\$212,240.00	\$18,645.27	\$168,065.29	\$44,174.71	79%
10-4620:	Pilot Center	\$19,060.00	\$1,034.65	\$20,242.76	-\$1,182.76	106%
10-4630:	Library	\$44,140.00	\$0.00	\$5,674.75	\$38,465.25	13%
10-4650:	Non Departmental	\$43,050.00	\$11,943.25	\$29,333.65	\$13,716.35	68%
10-9100:	Debt Service	\$49,620.00	\$11,243.41	\$49,613.94	\$6.06	100%
Total Expenditures: (10) General Fund		\$1,872,090.00	\$142,614.03	\$1,482,974.14	\$386,856.95	79%

Revenues						
Account	Account	Budget	Period Activity	Year to Date	Uncollected	% Collected
10-3010-2004	Prior Year Tax Collection	\$6,000.00	\$72.25	\$1,990.60	-\$4,009.40	33%
10-3010-2005	Ad Valorem Taxes (Current)	\$758,190.00	\$19,283.50	\$757,068.58	-\$1,121.42	100%
10-3010-9301	Motor Vehicles	\$62,590.00	\$7,254.04	\$46,471.69	-\$16,118.31	74%
10-3170-0000	Tax Penalties & Interest	\$7,500.00	\$516.98	\$2,690.08	-\$4,809.92	36%
10-3317-0000	Controlled Substance Tax	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-3319-0000	Police Reports & Fees	\$250.00	\$10.00	\$305.00	\$55.00	122%
10-3319-0100	Civil Citations	\$100.00	\$0.00	\$0.00	-\$100.00	0%
10-3350-0000	Miscellaneous Revenue	\$1,500.00	\$455.00	\$3,315.74	\$1,815.74	221%
10-3350-0200	Sale Of Fixed Assets	\$3,300.00	\$0.00	\$0.00	-\$3,300.00	0%
10-3350-0300	Downtown Contributions	\$0.00	\$0.00	\$2,128.58	\$2,128.58	#DIV/0!
10-3350-0400	Dinner on Main Street	\$7,500.00	\$0.00	\$0.00	-\$7,500.00	0%
10-3350-0500	Farmer's Market	\$3,000.00	\$0.00	\$410.00	-\$2,590.00	14%
10-3350-0600	Food Truck Festival	\$2,500.00	\$300.00	\$5,348.50	\$2,848.50	214%
10-3350-0800	Glow Party	\$0.00	\$0.00	\$8,049.00	\$8,049.00	#DIV/0!
10-3360-0000	Rental/Lease Income	\$16,200.00	\$2,000.00	\$20,050.00	\$3,850.00	124%
10-3350-0700	Bench Purchase	\$0.00	\$900.00	\$2,700.00	\$2,700.00	#DIV/0!
10-3370-0000	Franchise Tax - Utilities	\$107,000.00	\$27,590.58	\$81,668.34	-\$25,331.66	76%
10-3375-0000	Solid Waste Disposal Tax	\$1,250.00	\$0.00	\$767.20	-\$482.80	61%
10-3410-0000	Beer & Wine Tax Distribution	\$7,500.00	\$0.00	\$110.00	-\$7,390.00	1%
10-3412-4100	Copies	\$0.00	\$0.00	\$4.30	\$4.30	
10-3440-0000	Powell Bill Revenue	\$43,970.00	\$0.00	\$43,899.90	-\$70.10	100%
10-3450-0000	Local Option Sales Tax	\$446,310.00	\$44,080.36	\$350,590.79	-\$95,719.21	79%
10-3510-0000	Court Costs, Fees, & Charges	\$200.00	\$22.50	\$220.50	\$20.50	110%
10-3550-0000	Planning/Zoning Fees	\$2,000.00	\$60.00	\$1,905.00	-\$95.00	95%
10-3590-0000	Solid Waste Fees	\$68,000.00	\$6,042.67	\$52,205.85	-\$15,794.15	77%
10-3610-0000	Cemetery-Plot Sales	\$5,000.00	\$0.00	\$8,700.00	\$3,700.00	174%
10-3650-0300	Facilities Rental	\$0.00	\$0.00	\$25.00	\$25.00	0%
10-3690-0000	Encumbered Fund Balance	\$85,530.00	\$0.00	\$0.00	-\$85,530.00	0%
10-3695-0000	Powel Bill Fund Balance Approp.	\$144,000.00	\$0.00	\$0.00	-\$144,000.00	0%
10-3370-0000	TDA - Administrative Cost	\$500.00	\$0.00	\$686.38	\$186.38	137%
10-3370-1000	TDA Project Contributions	\$2,700.00	\$0.00	\$0.00	-\$2,700.00	0%
10-3370-2000	County TDA Project Contributions	\$2,600.00	\$0.00	\$2,666.67	\$66.67	103%
10-3831-4910	Interest On Investments	\$9,500.00	\$540.28	\$5,028.68	-\$4,471.32	53%
10-3831-4915	Interest on Controlled Substance	\$0.00	\$0.01	\$0.09	\$0.09	
10-3831-4916	Interest on Powell Bill Investments	\$1,500.00	\$1.35	\$560.25	-\$939.75	37%
10-3831-4920	Contributions & Donations	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-3837-1000	ABC Law Enforcement Cont.	\$1,400.00	\$0.00	\$2,091.00	\$691.00	149%
10-3837-1100	ABC Store Profit Sharing	\$35,000.00	\$0.00	\$35,000.00	\$0.00	100%
10-3837-2000	Donations Law Enforcement	\$0.00	\$0.00	\$105.60	\$105.60	0%
10-3837-3000	Grant Proceeds - Law Enforcement	\$24,500.00	\$0.00	\$2,087.51	-\$22,412.49	0%
10-3837-3000	Grants	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-3838-4950	Reimbursement for Services	\$15,000.00	\$2,228.75	\$8,196.76	-\$6,803.24	55%
10-3850-0850	Misttotee Market	\$0.00	\$0.00	\$2,300.00	\$2,300.00	
10-3900-0100	Loan Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	0%
Total Revenues: (10) General Fund		\$1,872,090	\$111,358.27	\$1,449,347.59	-\$422,742.41	77%

10 Fund Status Summary		Budget	Period Activity	Year to Date
Total Expenditures: (10) General Fund		\$1,872,090	\$142,614.03	\$1,482,974.14
Total Revenues: (10) General Fund		\$1,872,090	\$111,358.27	\$1,449,347.59
Revenues Over/(Under) Expenditures		\$0	(\$31,256)	(\$33,626.55)

Town of Pilot Mountain Budget Reports as of March 2019

60 - Enterprise Fund

Expenditures						
	Department	Budget	Period Activity	Year to Date	Balance	% Spent
60-7000:	General	\$137,720.00	\$0.00	\$84,150.20	\$53,569.80	61%
60-7700	Water Administration	\$115,680.00	\$10,680.30	\$96,961.96	\$18,718.04	84%
60-7810:	Water Treatment	\$212,090.00	\$18,874.57	\$168,040.98	\$44,049.02	79%
60-7815:	WWTP	\$205,550.00	\$17,783.45	\$143,545.53	\$62,004.47	70%
60-7820	Line Maintenance	\$264,150.00	\$16,166.33	\$215,618.63	\$48,531.37	82%
Total Expenditures: (60) Enterprise Fund		\$935,190.00	\$63,504.65	\$708,317.30	\$226,872.70	76%

Revenues						
	Account	Budget	Period Activity	Year to Date	Uncollected	% Collected
60-3290-0000	Interest on Investments	\$0.00	\$0.00	\$0.00	\$0.00	0%
60-3350-0000	Miscellaneous Revenue	\$280.00	\$0.00	\$264.00	-\$16.00	94%
60-3350-0001	Sale Of Fixed Assets	\$0.00	\$0.00	\$6,306.00	\$6,306.00	0%
60-3360-0000	Insurance Proceeds	\$0.00	\$0.00	\$0.00	\$0.00	0%
60-3361-0000	Bad Debt Recoveries	\$0.00	\$428.13	\$771.77	\$771.77	0%
60-3710-0000	Charges For Water	\$485,000.00	\$39,511.95	\$347,855.77	-\$137,144.23	72%
60-3710-0100	Charges For Sewer	\$360,000.00	\$30,327.09	\$250,950.98	-\$109,049.02	70%
60-3710-0200	Infrastructure Fee	\$0.00	\$0.00	\$0.00	\$0.00	0%
60-3710-0500	Returned Check Fee	\$500.00	\$30.00	\$360.00	-\$140.00	0%
60-3710-0600	Service Initiation Fee	\$2,000.00	\$215.00	\$2,030.00	\$30.00	102%
60-3710-5100	Bulk Sale Of Water	\$2,000.00	\$0.00	\$1,274.18	-\$725.82	0%
60-3720-0000	Late Fee	\$12,000.00	\$1,277.56	\$10,806.60	-\$1,193.40	90%
60-3730-0000	Tap/Connection Fee	\$7,500.00	\$0.00	\$1,659.68	-\$5,840.32	22%
60-3750-0000	Delinquent Fees	\$8,000.00	\$1,743.34	\$9,881.94	\$1,881.94	124%
60-3890-9995	Transfer from General Fund	\$0.00	\$0.00	\$0.00	\$0.00	0%
60-3890-9996	Transfer from Capital Res.	\$68,520.00	\$0.00	\$68,520.00	\$0.00	100%
60-3900-0100	Loan Proceed	\$0.00	\$0.00	\$0.00	\$0.00	0%
60-3990-0000	Encumbered Fund Balance	\$0.00	\$0.00	\$0.00	\$0.00	0%
Total Revenues: (60) Enterprise Fund		\$945,800	\$73,533.07	\$700,680.92	-\$245,119.08	74%

60 Fund Status Summary		Budget	Period Activity	Year to Date
Total Expenditures: (60) Enterprise		\$935,190.00	\$63,504.65	\$708,317.30
Total Revenues: (60) Enterprise		\$945,800.00	\$73,533.07	\$700,680.92
Revenues Over/(Under) Expenditures		\$10,610.00	\$10,028.42	(\$7,636.38)

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

MONTH: February

YEAR: 2019

OPERATIONS:

MILLION GALLONS OF WATER TREATED	6.916	PERMIT LIMIT MGD	.500
AVERAGE DAILY VOLUME TREATED	.247		
TOTAL RAINFALL INCHES	7.25		

CHEMICALS USED:

CHLORINE/BLEACH	90 Gallons
POLYMER	0 Gallons

CHEMICAL ANALYSIS:

Parameter	Permit Limits	Monthly Results
BOD	30 max. avg. monthly	3.49
TSS	30 max. avg. monthly	5.10
D.O.	5 minimum avg. daily eff.	10.40
Fecal Coliform	200 max. avg. monthly	1.18
Ammonia-Nitrogen	28.6 max. avg. monthly	1.56

We are in compliance with all permit requirements.

Date Exported	Work Type	Total	Complete	New Request
4/1/2019 14:50	AMI Coms Check	1	1	0
4/1/2019 14:50	Brush	6	0	6
4/1/2019 14:50	Cut Off	7	7	0
4/1/2019 14:50	Cut On	10	10	0
4/1/2019 14:50	Dead Animal	1	1	0
4/1/2019 14:50	Flooding Issue	1	0	1
4/1/2019 14:50	Grave Marking	4	4	0
4/1/2019 14:50	Grounds Maintenance	4	3	1
4/1/2019 14:50	Hydrant Flushing	2	2	0
4/1/2019 14:50	Meter Check	3	1	2
4/1/2019 14:50	Pavement Repair	1	1	0
4/1/2019 14:50	Sewer Investigate	3	3	0
4/1/2019 14:50	Water Leak	1	1	0
4/1/2019 14:50	Water Tap	1	0	1

**Pilot Mountain Police Department
Monthly Report for March 2019**

Accidents

3/1/2019 306 S Key St (PI)
 3/2/2019 204 W Main St
 3/7/2019 731 S Key St
 647 S Key St
 3/10/2019 Aunt Bea's Structural Damage
 3/12/2019 204 W Main St
 3/15/2019 873 W 52 Byp
 3/18/2019 801 W Main St
 3/22/2019 731 S Key St
 3/25/2019 647 S Key St
 3/30/2019 647 S Key St

	TOTAL	AMOUNT	RECOVERED
Police Service	200		
Security Checks	5,043		
Wrecks Investigated	13	\$ 48,950.00	
Assaults	0		
Larcenies	0		
Disturbances/Domestic	10		
Burglar Alarms	11		
Breaking & Entering	0		
MIP & Property Damage	2	\$ 900.00	
Traffic Citations	10		
Intoxicated Drivers	0		
Intoxicated Pedestrians	0		
Forgery	1	\$ 100.00	
Armed Robbery	0		
Drug Charges	0		
Other Crimes	6		
Total Arrests	<u>5</u>		
Totals:	5,301	\$ 49,950.00	\$ -

Other

3/18/2019 Served WFA
 3/20/2019 Served Criminal Summons
 3/28/2019 Attempt to obtain property by false pretense
 ID Theft
 Forgery & Uttering
 Credit card fraud
 3/29/2019 Resisting a public officer

Notes:

3/2/2019 All staff attended Rapid Deployment & Taser Training
 3/4/2019 Officers attended Rader re-certification class
 3/5/2019 Ptl Blizard attended Crime Scene School
 3/7/2019 Ptl Chrismon & Ptl Monteith attended Crime Scene School
 3/11/2019 Chief Bottoms & Capt Jackson attended the town board mtg
 3/12/2019 Capt Jackson & Ptl Chrismon attended Intoxilyzer Re-certification class
 3/28/2019 All staff attended Nar-Can class