Town of Montreat
Board of Commissioners
Proposed Meeting Agenda
June 4, 2015 – 7:00 p.m.
Walkup Building

I. Call to Order

- Pledge of Allegiance
- Invocation

II. Agenda Adoption

III. Presentations to Council

A. Tristan Winkler – French Broad River MPO – Metropolitan Transportation Plan

B. John Johnson – Montreat Hemlock Restoration Program

IV. Public Hearings

A. Upper Kentucky Road Phase 1 Neighborhood Utility Assessment Preliminary Assessment Roll

B. Upper Kentucky Road Phase 1 Resident Utility Assessment Preliminary Assessment Roll

C. Proposed 2015-2016 Fiscal Year Budget

V. Mayor's Communications

VI. Consent Agenda

A. Meeting Minutes Adoption

- May 7, 2015, Agenda Meeting
- May 21, 2015, Special Meeting – Town Council Meeting (Pending)

B. Call for Public Hearing – Proposed Revisions to Montreat General Ordinance, Chapter I, Article II – Noise Control

- **Suggested Motion**: To call for a Public Hearing on July 9, 2015 at 7:00 p.m. or as soon thereafter as possible to discuss Proposed Revisions to Montreat General Ordinance, Chapter I, Article II – Noise Control

C. Special Meeting: 2015-2016 Fiscal Year Budget Adoption

- **Suggested Motion**: To set a special meeting on June 25, 2015 at (time) in the Town Services Office to adopt the 2015-2016 Fiscal Year Budget Ordinance and make any necessary amendments to the 2014-2015 Fiscal Year Budget

D. Fiscal Year 2014-2015 Budget Amendment #5

- **Suggested Motion:** To adopt Fiscal Year 2014-2015 Budget Amendment #5 to account for unanticipated salary and benefit costs

All items on the Consent Agenda are considered routine, to be enacted by one motion with the adoption of the agenda and without discussion. If a member of the governing body requests discussion of an item, it will be removed from the Consent Agenda and considered separately.

VII. Town Administrator's Communications

- Consent Agenda Review
- Texas Road Bridge Replacement Project Update
- Well A02 Replacement Project Update
- Board of Elections Voter Address Correction Request Update
- Sanitation Services Update – Compactor Site
- Personnel Updates – Town Clerk and Compactor Site Attendant
- Other Topics

VIII. Administrative Reports

A. Police Chief
B. Public Works Director
C. Finance Officer
D. Building Inspector/Code Administrator

IX. Public Comment – Agenda Items

Public comments will be heard during this period for only those items listed on the meeting agenda.

X. Old Business

A. Resolution Confirming Assessment Roll and Levying Assessments – Upper Kentucky Road Phase 1 Neighborhood Assessment Project
   - **Suggested Motion:** To adopt Resolution #15-06-01 Confirming Assessment Roll and Levying Assessments – Upper Kentucky Road Phase 1 Neighborhood Assessment Project

B. Resolution Confirming Assessment Roll and Levying Assessments – Upper Kentucky Road Phase 1 Resident Assessment Project
   - **Suggested Motion:** To adopt Resolution #15-06-02 Confirming Assessment Roll and Levying Assessments – Upper Kentucky Road Phase 1 Neighborhood Assessment Project

XI. New Business

A. Employee Health Insurance Benefit Contract Renewal: (Materials Pending)
- **Suggested Motion:** To authorize the Town Administrator and Finance Officer to renew the Town's health insurance contract with _____ effective July 1, 2015 for employee benefit health insurance for Fiscal Year 2015-2016 and for the Town to reimburse employees for the last half of the employee-only deductible

B. Property and Liability Insurance Renewal: North Carolina Interlocal Risk Management Agency (NCIMA)
- **Suggested Motion:** To approve the Property and Liability Insurance renewal proposal from the North Carolina Interlocal Risk Management Agency and Millennium in the amount of $20,713 and to authorize the Town Administrator and Finance Officer to execute the necessary contract documents

C. Planning and Zoning Membership Appointment
- **Suggested Motion:** To appoint Anne Seaman as a regular member of the Planning and Zoning Commission for a three-year term to expire on January 31, 2018.

D. Copier Replacement
- **Suggested Motion:** To approve the procurement of a Xerox 7855PT with Professional Finisher from Morris Business Solutions for $7,714 and authorize the Finance Officer to execute the necessary documents.

XII. Public Comment – Other Topics

Public comments will be heard during this period for other public business items or topics not listed on the meeting agenda.

XIII. Commissioner Communications

XIV. Meeting Dates

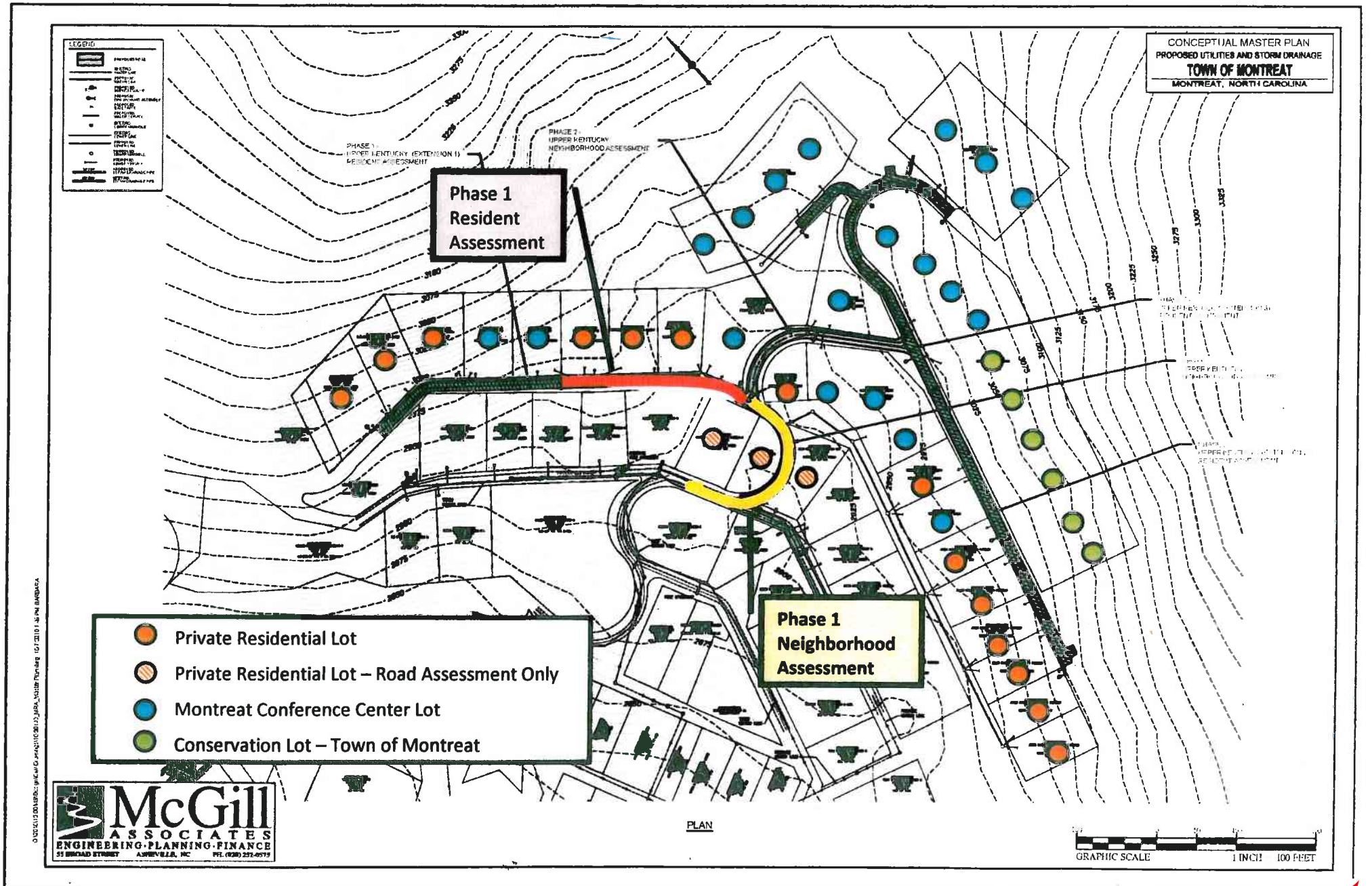
June Town Council Meeting	June 11, 2015 Memorial Day Holiday
Special Meeting: 2015-2016 Fiscal Year Budget Adoption	June 25, 2015 Location and Time TBA
Agenda Items Due:	June 26, 2015, 5:00 p.m. Town Services Office

Agenda Packets Available:	June 30, 2015 http://www.townofmontreat.org/TownGovernment.php or Town Services Office
July Montreat Landcare Committee Meeting:	July 1, 2015, 9:00 a.m. Kirk Allen Building, Swannanoa Room
July Agenda Meeting:	July 2, 2015, 7:00 p.m. Walkup Building
Town Services Office Closure:	July 3, 2015 Independence Day Holiday ***There will be sanitation collection on this date***
4th of July Parade:	July 4, 2015, 10:00 a.m.
July Town Council Meeting:	July 9, 2015, 7:00 p.m. Walkup Building
July Planning and Zoning Commission Meeting:	July 16, 2015, 7:00 p.m. Walkup Building

XV. Closed Session

- **Suggested Motion:** To enter into Closed Session in accordance with North Carolina General Statute §143-318.11(3) for attorney consultation regarding the Civil Action: Carolyn Zoe Crowder, John L. Currie, Nancy B. Thomas, Henry W. Darden, Jr., and wife, Carolyn V. Darden, Plaintiffs, versus the Town of Montreat, Defendant.

XVI. Adjournment


CONCEPTUAL MASTER PLAN
PROPOSED UTILITIES AND STORM DRAINAGE
TOWN OF MONTREAT
MONTREAT, NORTH CAROLINA
LEGEND
Phase 1
Resident
Assessment
Phase 1
Neighborhood
Assessment
Private Residential Lot
Private Residential Lot – Road Assessment Only
Montreat Conference Center Lot
Conservation Lot – Town of Montreat
McGill
ASSOCIATES
ENGINEERING·PLANNING·FINANCE
55 BROAD STREET ASHEVILLE, NC PH. (828) 252-0575
PLAN
GRAPHIC SCALE
1 INCH = 100 FEET

TOWN OF MONTREAT

P. O. Box 423
Montreat, NC 28757
Tel: (828)669-8002 Fax: (828)669-3810
www.townofmontreat.org

UPPER KENTUCKY PHASE 1 NEIGHBORHOOD UTILITY ASSESSMENT PROJECT PRELIMINARY ASSESSMENT ROLL

The following costs are to be assessed upon the properties benefitted by the Upper Kentucky Phase 1 Neighborhood Utility Assessment Project on the basis of the number of lots at an equal rate per lot. This assessment shall be payable either in cash or in not more than ten (10) equal annual installments, said installments to bear interest at the rate of four percent (4%) per annum. The itemized assessment amount stated herein does not include annual interest calculations.

Owner(s) Assessed	Number of Benefitted Lots	Amount Assessed
Robert & Carol Eckard	3	$16,520.70
William Goodwin, Jr.	1	$5,506.90
J. Stuart Hume, et. Al.	1	$5,506.90
Gayden R. Jones	1	$5,506.90
Jones Caskey Family Limited Partnership	6	$33,041.41
Shawn & Karen Straight	1	$5,506.90
R.E. McCaskill, III et. Al.	1	$5,506.90
Mountain Retreat Association	16	$88,110.41
Stewart & Liberty Rawson	1	$5,506.90
William Hinson Royall, Jr., et. Al.	1	$5,506.90
Matthew and Kristy Schlichenmaier	1	$5,506.90

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Town of Montreat, this the 1st day of May, 2015.

[SEAL]

TOWN OF MONTREAT CORPORATE SEAL NORTH CAROLINA

Misty R. Gedlinske

Misty R. Gedlinske, CMC, NCCMC
Town Clerk

TOWN OF MONTREAT

P. O. Box 423
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PROPERTY OWNER NOTIFICATION CERTIFICATE
UPPER KENTUCKY ROAD PHASE 1 NEIGHBORHOOD UTILITY ASSESSMENT
PRELIMINARY ASSESSMENT ROLL

TO THE HONORABLE MAYOR AND BOARD OF COMMISSIONERS OF THE TOWN OF MONTREAT:

I, Misty R. Gedlinske, do hereby certify that notices of preparation of the Preliminary Assessment Roll for the Upper Kentucky Road Phase 1 Neighborhood Utility Assessment Project, and of the Public Hearing thereon, were mailed by first-class mail on April 20, 2015, May 1, 2015, and May 18, 2015 to all affected owners of real property, indicating to each such owner the amount of assessment against his or her property, to wit:

Owner Name(s)	PIN #	Assessment Total
Robert & Carol Eckard 4439 Flagg Street Orlando, FL 32812	0720-19-4460 0720-19-5289 0720-19-5325	$16,520.70
William Goodwin, Jr. P.O. Box 24 Montreat, NC 28757	0720-19-1571	$5,506.90
J. Stuart Hume, et. Al. C/o Mountain Retreat Association P.O. Box 969 Montreat, NC 28757	0720-19-8099	$5,506.90
Gayden R. Jones 1238 Cullendale Street Cordova, TN 38016	0720-18-8917	$5,506.90
Jones Caskey Family Limited Partnership P.O. Box 531151 Orlando, FL 32853	0720-18-8531 0720-18-8413 0720-18-7385 0720-18-7267 0720-18-7240 0720-18-7122	$33,041.41

Owner Name(s)	PIN #	Assessment Total
Shawn & Karen Straight 4533 Seils Way Orlando, FL 32812	0720-19-7128	$5,506.90
R.E. McCaskill, III, et. Al. 285 Faircloth Road Whigham, GA 39897	0720-19-2572	$5,506.90
Mountain Retreat Association P.O. Box 969 Montreat, NC 28757	0720-28-0909 0720-18-8559 0720-18-8894 (Lots 681,682,683) 0720-28-1943 (Lots 691, 692, 693, 694) 0720-29-3054 (Lots 695, 696, 697) 0720-29-0217 (Lots 698, 699, 700, 701)	$88,110.41
Stewart & Liberty Rawson 112 Botney Way Columbia, SC 29212	0720-18-8677	$5,506.90
William Hinson Royall, Jr., et. Al. C/o William McCaskill P.O. Box 219 Montreat, NC 28757	0720-19-3488	$5,506.90
Matthew & Kristy Schlichenmaier 3951 Isle Vista Avenue Belle Isle, FL 32812	0720-19-6243	$5,506.90

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Town of Montreat, this the 18th day of May, 2015.

[SEAL]

TOWN OF MONTREAT CORPORATE SEAL NORTH CAROLINA

Misty R. Gedlinske

Misty R. Gedlinske, CMC, NCCMC
Town Clerk

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UPPER KENTUCKY PHASE 1 RESIDENT UTILITY ASSESSMENT PROJECT
PRELIMINARY ASSESSMENT ROLL

The following costs are to be assessed upon the properties benefitted by the Upper Kentucky Phase 1 Resident Utility Assessment Project on the basis of the number of lots at an equal rate per lot. This assessment shall be payable either in cash or in not more than ten (10) equal annual installments, said installments to bear interest at the rate of four percent (4%) per annum. The itemized assessment amount stated herein does not include annual interest calculations.

Owner(s) Assessed	Number of Benefitted Lots	Amount Assessed
Robert & Carol Eckard	2	$50,754.91
J. Stuart Hume, et. Al.	1	$25,377.45
Shawn & Karen Straight	1	$25,377.45
Matthew and Kristy Schlichenmaier	1	$25,377.45
Hal & Amanda Demarest (Gravel Road Only)	1	$14,465.65

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Town of Montreat, this the 1st day of May, 2015.

[SEAL]

TOWN OF MONTREAT CORPORATE SEAL NORTH CAROLINA

Misty R. Gedlinske

Misty R. Gedlinske, CMC, NCCMC
Town Clerk

TOWN OF MONTREAT

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PROPERTY OWNER NOTIFICATION CERTIFICATE
UPPER KENTUCKY ROAD PHASE 1 RESIDENT UTILITY ASSESSMENT
PRELIMINARY ASSESSMENT ROLL

TO THE HONORABLE MAYOR AND BOARD OF COMMISSIONERS OF THE TOWN OF MONTREAT:

I, Misty R. Gedlinske, do hereby certify that notices of preparation of the Preliminary Assessment Roll for the Upper Kentucky Road Phase 1 Resident Utility Assessment Project, and of the Public Hearing thereon, were mailed by first-class mail on April 20, 2015, May 1, 2015, and May 18, 2015 to all affected owners of real property, indicating to each such owner the amount of assessment against his or her property, to wit:

Owner Name(s)	PIN #	Assessment Total
Robert & Carol Eckard 4439 Flagg Street Orlando, FL 32812	0720-19-5289-00000; 0720-19-5325-00000	$50,754.91
J. Stuart Hume, et. Al. C/o Mountain Retreat Association P.O. Box 969 Montreat, NC 28757	0720-19-8099-00000	$25,377.45
Shawn & Karen Straight 4533 Seils Way Orlando, FL 32812	0720-19-7128-00000	$25,377.45
Matthew & Kristy Schlichenmaier 3951 Isle Vista Avenue Belle Isle, FL 32812	0720-19-6243-00000	$25,377.45
Hal & Amanda Demarest PO Box 28144 Panama City, FL 32411	0720-18-6928-00000	$14,465.65 **(Gravel Road Only)**

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Town of Montreat, this the 18th day of May, 2015.

[SEAL]

TOWN OF MONTREAT CORPORATE SEAL NORTH CAROLINA

Misty R. Gedlinske, CMC, NCCMC
Town Clerk

Town Of Montreat

2015 – 2016 Annual Budget

Public Hearing and Presentation to the Board of Commissioners

2015-2016 Budget Overview

- Total Budget: $2,921,650
- General Fund Budget: $2,566,050
  $139,897 decrease from last year
- Water Fund Budget: $355,600
  $183,400 decrease from last year
- Proposed Tax Rate to Remain at 0.41
- One Cent on the Tax Rate Generates $23,220
- Proposed Water Rate to Remain at $4.83 per 1,000 gallons

The Budget is Divided into Six Sections:

- **Introduction** – Contains the budget message and information about the Town's organization
- **Policy Document** – Gives a coherent statement of the organization-wide financial and programmatic policies and goals that address long-term concerns and issues
- **Financial Plan** – Describes all funds that are subject to appropriation as well as a summary of revenue sources and expenditures

The Budget is Divided into Six Sections:

- **Operational Guide** – Describes the activities, services and functions carried out by each department of the Town

- **Capital Improvements Plan** – A flexible financial planning tool that forecasts the Town's equipment, building and infrastructure needs

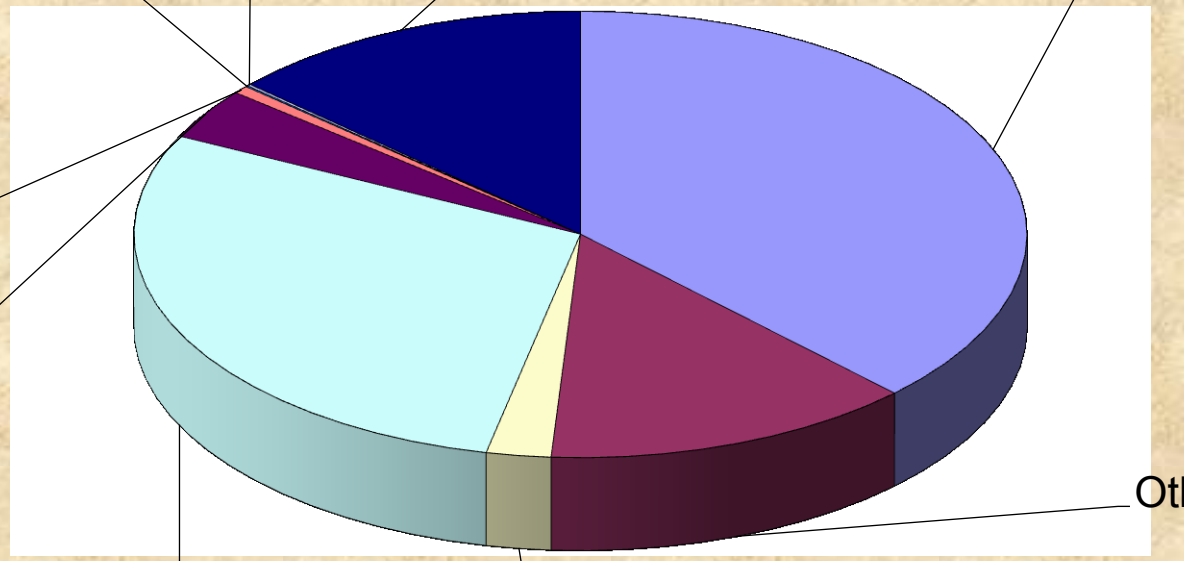
- **Glossary and Miscellaneous Statistics**

Significant Impacts Shaping the Budget:

- Capital Projects – Texas Road Water and Paving, Texas Road Bridge, Construction of a new Town Hall Facility, Street Vehicle, Water Storage Tank
- Personnel Costs including cost of living adjustments, insurance and benefits cost
- Rising cost of doing business (i.e. fuel, utilities)
- Current status of our state and national economy

General Fund Revenue Highlights

General Fund Revenues Proposed FY 2015-2016

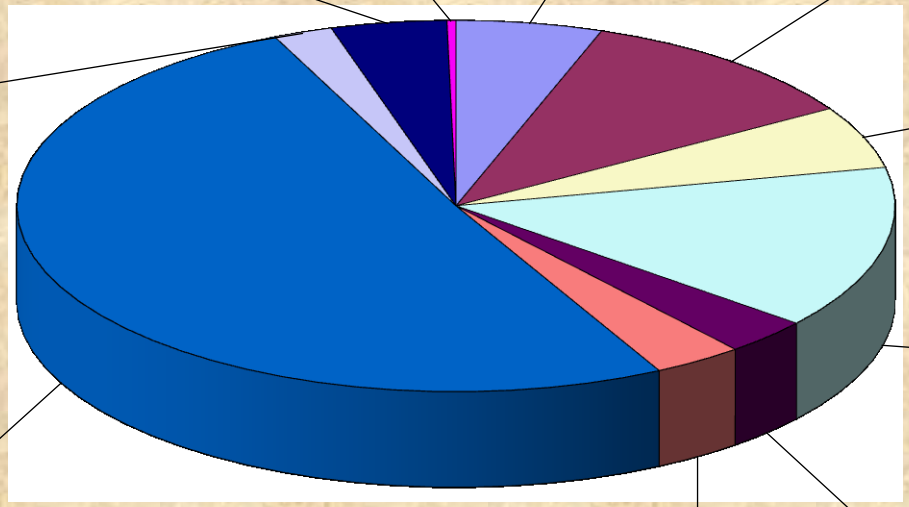


General Fund Revenues

- Proposed Tax Rate to remain at 0.41 per $100 valuation
- Real, Personal and Public Utility Property Valuations increased by less than one half percent. DMV Valuations decreased by 31%.
- There is no projected growth in Sales Tax ($345,000) and no projected growth in State Shared Revenues.
- An appropriation of $324,950 from the Fund Balance will be required.

General Fund Expenditure Highlights

General Fund Expenditures FY 2015-2016



Personnel

- **Cost of Living Adjustment**

  Two percent (2%) increase effective 7/1/15 except for the town administrator.

- **Health Insurance**

  Health Insurance costs increase ten percent (10%) beginning 7/1/15.

- **401(K) Contribution**

  Continues five percent (5%) contribution effective 7/1/15.

- **Staffing**

  Recommends part-time position for staffing the compactor site.

Governing Board

- Legal and Audit Services - $79,700
- Communication Services - $5,000
- Update to Comprehensive Plan (One-Half of Cost) - $33,500

Administration

- Tax Collection Fee - $19,500

Public Buildings

- Utilities, Insurance and Maintenance/Repairs - $47,300
- Final Payment for Architectural Design Services and First Payment of Construction for New Town Hall - $97,650

Police

- Dispatching Services - $19,200
- Increases Spending in Medical Certifications and Uniforms in order to Bolster Reserve Officer Program

Inspections, Planning and Zoning

- Allocated funds for the Building Inspector/Code Administrator

Public Works

- Tree Replacement Program and Upgrade of Two Storm Water Features - $5,500
- Lookout Road Utility Study - $8,300

Powell Bill

- Small Paving Projects - $24,000
- Assembly Drive Road Restriping - $12,500

Streets

- Street Lighting - $23,500
- Tree Removal Services - $12,000 and Contract Labor for Road Maintenance - $4,000
- Texas Road Paving and Storm Water Drainage Project - $194,000
- Texas Road Bridge Project - $875,000
- Truck Replacement- $45,000

Sanitation

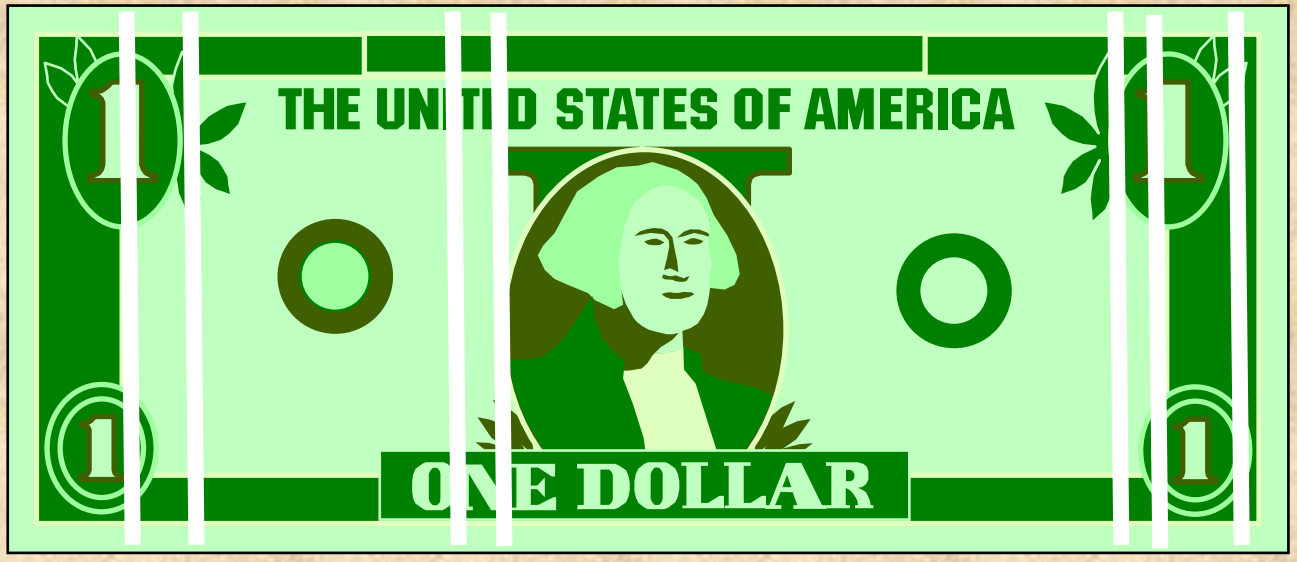
- Provides in-house sanitation services including garbage collection and disposal, recycling, yard waste and white goods pick-up and disposal - $109,300
- Proposed Funding for Part-Time Staffing at Compactor Site - $12,500

Environment and Recreation

- Landcare Committee - $1,000
- Native Plant Garden - $2,500
- Open Space Conservation Fund

What You Get For Your Montreat Tax Dollar

Administration 11 Cents | **Police** 14 Cents | **Streets/Powell Bill/Public Works** 56 Cents | **Public Buildings** 6 Cents

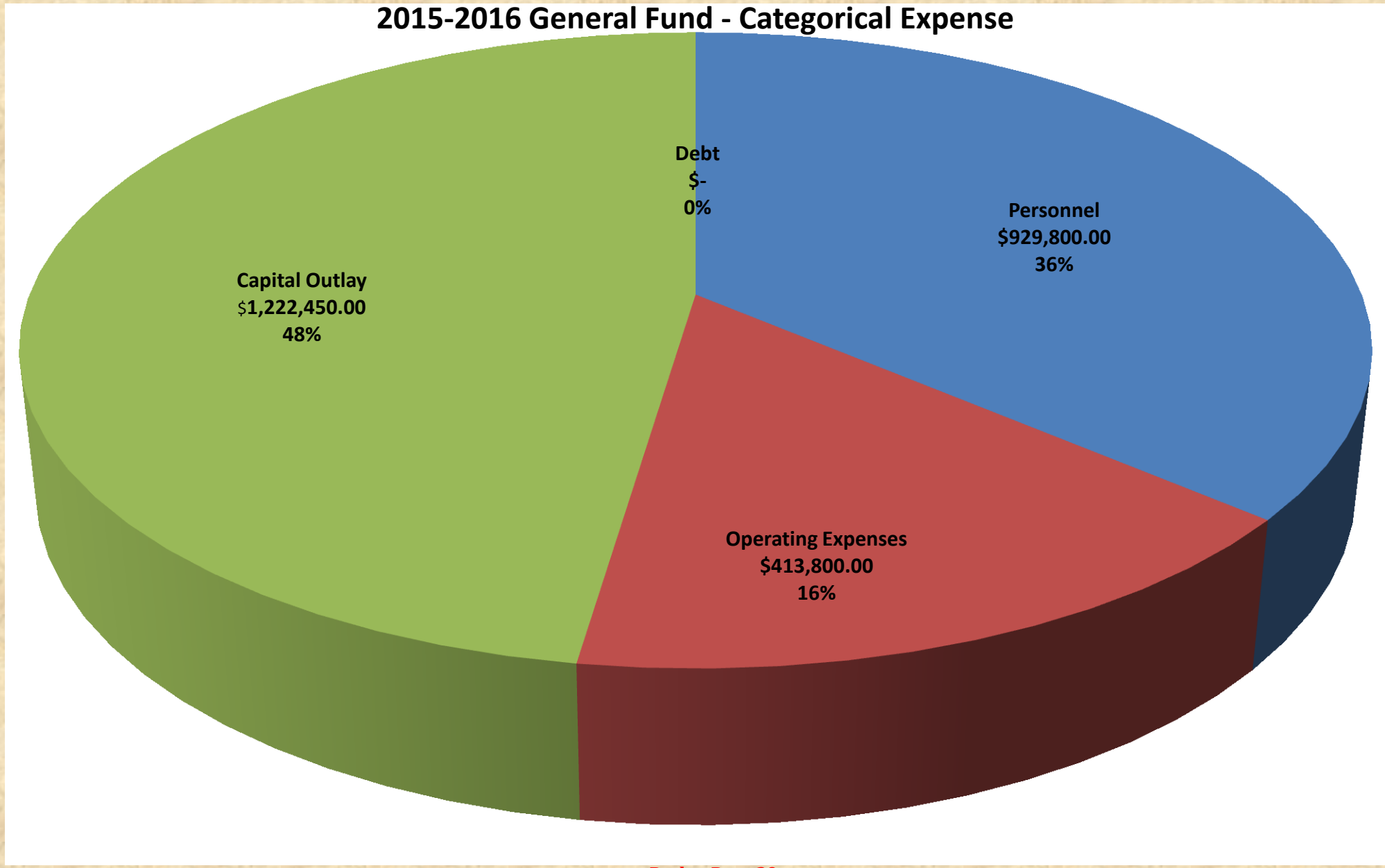


Governing Board 5 Cents | **Building & Zoning** 3 Cents | **Recreation** 1 Cent | **Sanitation** 4 Cents

In Montreat our tax rate is $0.41 per $100 of property valuation; A $300,000 home generates $1,230 in annual property taxes:
This comes to $103 per month for Town of Montreat taxes.
What could you purchase for $103 a month?

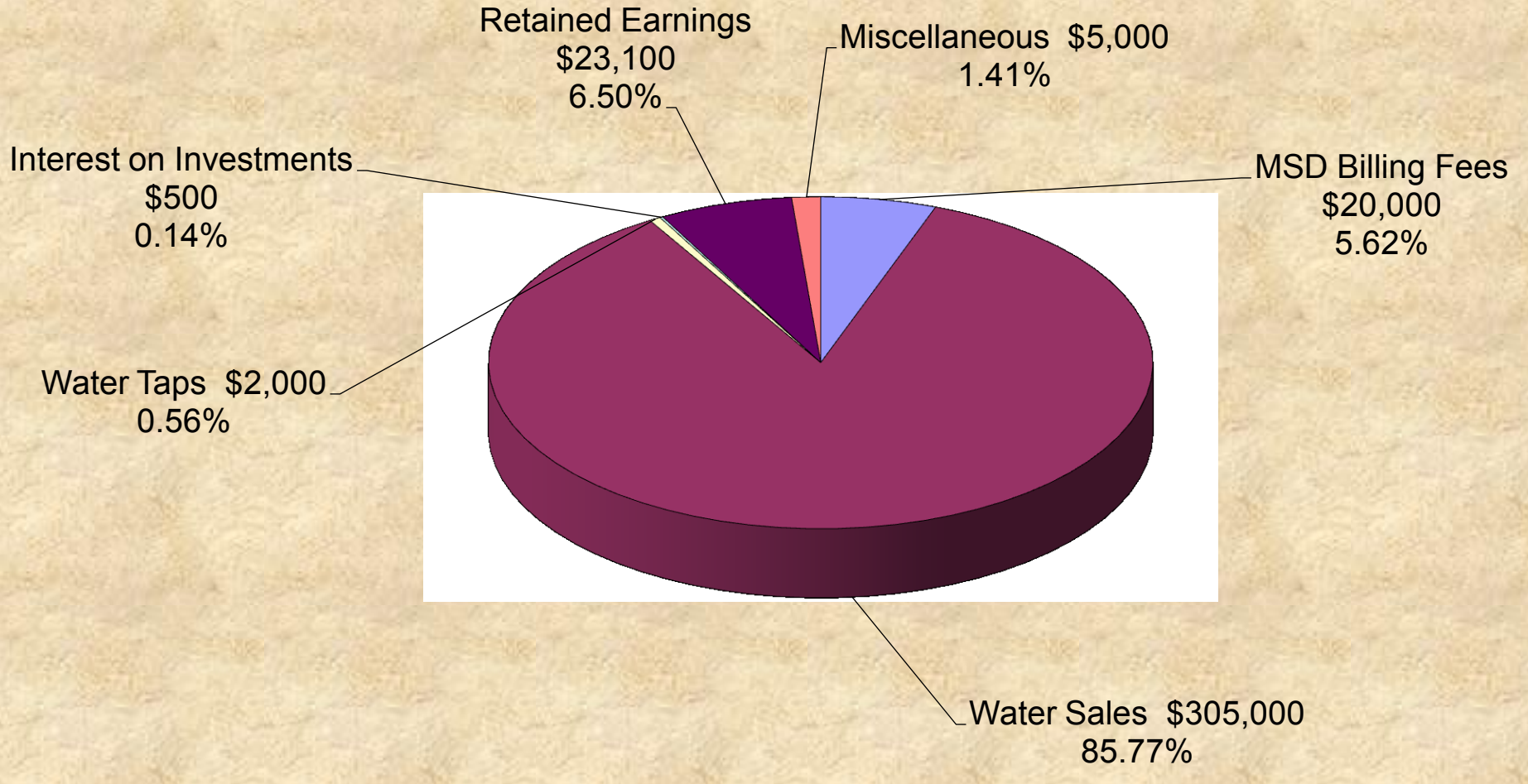
<u>One of These. . .</u>
One month of premium cable service
Three hardback books
Two months at a gym
Six compact discs
Dinner for five
Two video games
Movie and snacks for four

<u>All of These. . .</u>
24 Hour Police Protection
Planning and Zoning Service
Curbside Garbage Collection
Curbside Recycling Services
Leaf and Brush Collection
Paved and Maintained Streets
Snow and Ice Removal
Street Lighting
Right-of-Way Mowing
Parks and Recreation


2015-2016 General Fund - Categorical Expense
Debt
$-
0%
Personnel
$929,800.00
36%
Capital Outlay
$1,222,450.00
48%
Operating Expenses
$413,800.00
16%

Water Fund Revenue Highlights

Water Fund Revenues Proposed FY 2015-2016



Water Fund Revenues

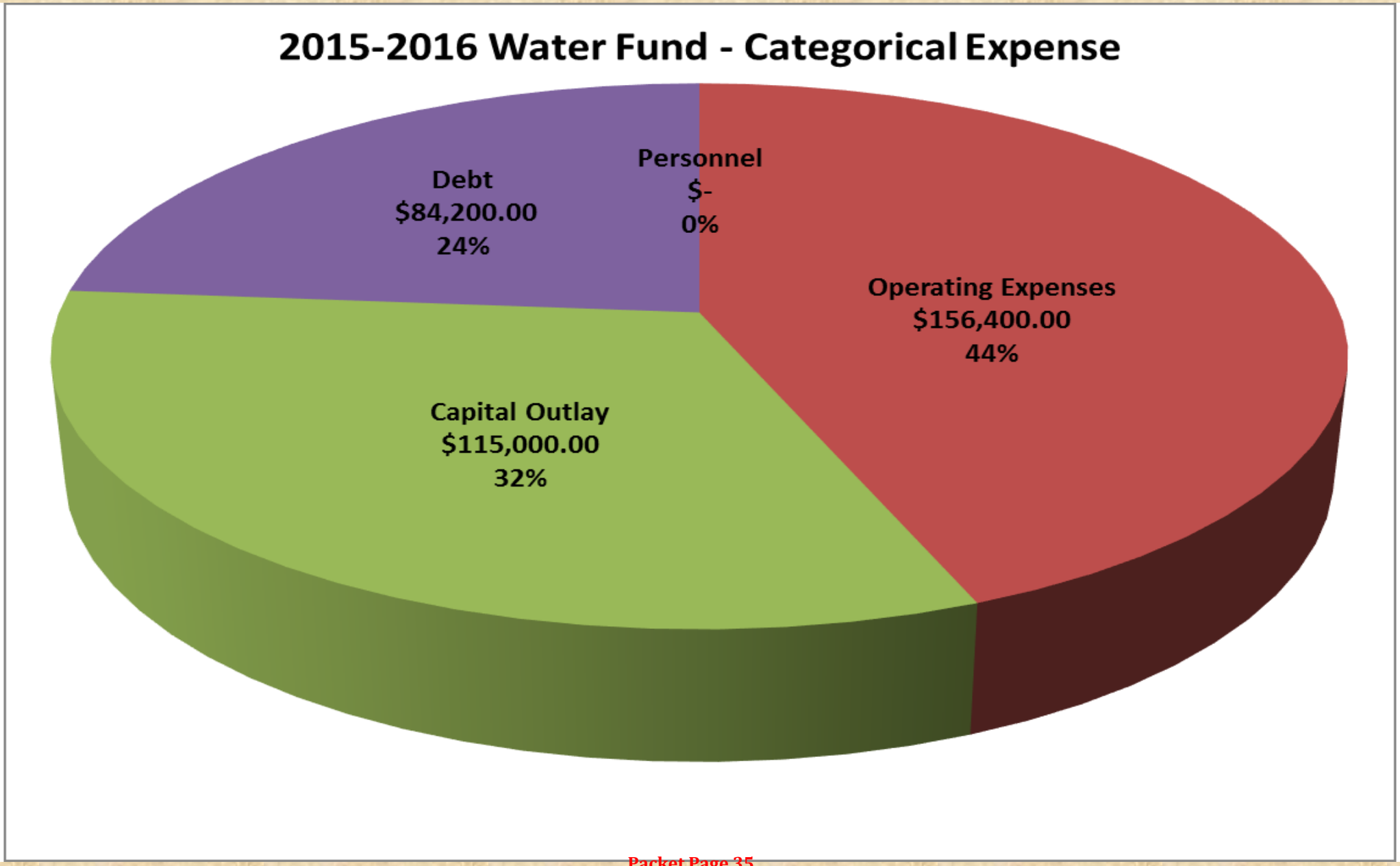
- Operating revenues are budgeted at $355,600
- This amount represents a $183,400 decrease in revenues budgeted last year.
- Water Rates will remain unchanged.
- Water Sales accounts for 86% of water fund revenue.
- The Water Fund will Reimburse the General Fund $76,400.
- Funding in the amount of $23,100 is required from Retained Earnings.

Water Fund Expenditure Highlights

Water

- **Water Line Replacement – Texas Road $55,000**
- **Water Storage Facility on Greybeard – First Payment - $55,000**
- **Debt Service Payment - $84,200**

  Includes Water Bond Payment ($36,700), ARRA Debt Service Payment ($31,500), and the Backhoe Debt Payment ($16,000)
- **Reimbursement to General Fund - $76,400**


2015-2016 Water Fund - Categorical Expense
Debt
$84,200.00
24%
Personnel
$-
0%
Operating Expenses
$156,400.00
44%
Capital Outlay
$115,000.00
32%

Budget Calendar

- **May 21 – June 11**
  Budget Review by Board of Commissioners

- **June 11**
  Public Budget Hearing of Proposed Budget

- **June 11 – June 25**
  Additional Time for Review and Amendments

- **June 25**
  Adoption of Final Budget

Budget Document Availability

- Filed with Town Clerk at the Town Services Building
- Regular Meetings of the Board of Commissioners
- Budget Document is available on our website at:

www.townofmontreat.org

Town of Montreat

2015-2016 Annual Budget

Questions?

Town of Montreat
Board of Commissioners
Agenda Meeting
May 7, 2015
Walkup Building

Board members present:	Mayor Letta Jean Taylor Mayor Pro Tem Mary Standaert Commissioner Martha Campbell Commissioner Tim Helms Commissioner Jack McCaskill Commissioner Ann Vinson
Town staff present:	Ron Nalley, Town Administrator Misty R. Gedlinske, Town Clerk Steve Freeman, Public Works Director Jack Staggs, Police Chief Justyn Whitson, Police Officer

Ten members of the public were also present. Mayor Letta Jean Taylor called the meeting to order at 7:00 p.m. and gave the invocation.

Agenda Approval

Commissioner Campbell moved to adopt the meeting agenda as presented. Commissioner Vinson seconded and the motion carried 5/0.

Public Hearings: Upper Kentucky Road Phase 1 Neighborhood and Resident Utility Assessment Preliminary Assessment Rolls

The Board will hold two Public Hearings to receive comments on the Upper Kentucky Road Phase 1 Neighborhood Utility Assessment Preliminary Assessment Roll and the Upper Kentucky Road Phase 1 Resident Utility Assessment Preliminary Assessment Roll at the beginning of next week's meeting.

Certificates of Appreciation: 2015 Native Plant Sale and Arbor Day Celebration

At next week's meeting, Shannon Ingersoll and Misty Varnell will be recognized with Certificates of Appreciation for their leadership and assistance with the 2015 Native Plant Sale and Arbor Day Celebration.

Presentation to Council: Montreat Landcare Program

At next week's meeting, Mr. Nalley will give a brief presentation on the proposed 2015-2016 Fiscal Year Budget.

Mayor's Communications

Mayor Taylor thanked and congratulated all those, particularly the Montreat Landcare committee members, who made the Native Plant Sale and Arbor Day Celebration such a huge success.

Consent Agenda Review

The proposed Consent Agenda included the following items:

- April 9, 2015 Town Council Meeting Minutes Adoption;
- April 22, 2015 Annual Board Retreat Meeting Minutes Adoption;
- Call for a Public Hearing for the discussion of the proposed 2015-2016 Budget; and
- Adoption of the 2015-2016 Fiscal Year Department Goals and Objectives.

Town Administrator's Communications

- Preliminary plans at 75% completion for the Texas Road bridge replacement project are available for inspection at the Town Services Office. Mr. Nalley thanked Commissioners Helms and McCaskill for participating in a conference call with staff and KCI on concerns expressed at the Board's last meeting. More information on the conference call and the status of this project will be presented at next week's meeting.
- Camera inspection work for the Well A02 replacement project has been completed and it is expected that, weather permitting, the installation of the filtration system will be begin next week.
- There is no new information to report on the Town's continued efforts to correct township name and ZIP code inaccuracies in Montreat's voter registration database. Mayor Pro Tem Standaert reported on a conversation with Trena Parker with the Buncombe County Board of Elections stating that the same rules regarding addressing will apply to this election as did in past elections.
- Mr. Nalley congratulated Finance Officer Stephan Stackhouse for receiving the Certificate of Excellence in Financial Reporting and thanked him for his efforts.
- Mr. Nalley recognized Town Clerk Misty Gedlinske and announced that her last day with the Town will be on May 22nd. Mr. Nalley thanked Misty for her ten years of service to the Town and wished her well in her future endeavors. The Town will begin the search for a

new Town Clerk soon and that in the immediate future, the Town Clerk duties will be reassigned among existing staff.

- Van Talmage has resigned from the Planning and Zoning Commission and a replacement is needed. Mr. Nalley encouraged those interested in serving on the Commission to please apply by submitting an application to the Town.

Mayor Pro Tem Standaert requested that at the next meeting, staff give an update on current legislative matters including information regarding recent bills introduced that will change the sales tax distribution method and building code requirements and any other bills that may have an impact on the Town.

Administrative Reports

The Board will hear reports from the Police Chief, Public Works Director, Finance Officer and Building Inspector/Code Administrator during next week's Town Council Meeting.

Public Comment – Agenda Items

Mayor Taylor reiterated that this Public Comment period was intended for remarks pertaining to items listed on the meeting agenda, including staff reports and communications. She went on to state that because the Board of Commissioners vote on items during Old and New Business, it is important for the Board to hear public comments during this public comment section of the agenda prior to voting.

There were no comments from the public at this time.

Old Business

A. Resolution Confirming Assessment Roll and Levying Assessments – Upper Kentucky Road Phase 1 Neighborhood Assessment Project: Mr. Nalley reported that staff had received several questions from residents concerning the assessment process and assessment costs. Following next week's Public Hearing, the Board will consider the Resolutions confirming the assessment roll and levying the assessments. Anyone with questions is encouraged to contact Mr. Nalley.

B. Resolution Confirming Assessment Roll and Levying Assessments – Upper Kentucky Road Phase 1 Resident Assessment Project: Commissioner Helms asked for clarification between the Neighborhood Assessment Project and the Resident Assessment Project. Mr. Nalley reviewed the project map explaining the difference between the two projects and each assessment roll.

New Business

A. Sanitation Services Discussion: Materials for the sanitation services discussion will be presented at next week's meeting.

B. Small-Scale Street Repaving Project: Materials for the street repaving project discussion will be presented at next weeks' meeting.

Public Comment – Other Topics

Mayor Taylor reiterated that this Public Comment period was intended for remarks pertaining to public business items not listed on the meeting agenda, including any reports or communications from other community entities.

There were no comments from the public at this time.

Commissioner Communications

Mayor Pro Tem Standaert reported that the Montreat Trail Club is reviving its activity after several years. Anyone interested in this should contact Mr. Peter Boggs, Chairman of the Mountain Retreat Association Wilderness Committee.

Mayor Taylor thanked Town Clerk Misty Gedlinske for her hard work and time with the Town of Montreat. Mayor Taylor also commented that the Town has openings on the Planning and Zoning Commission and that an application can be found on the Town website.

Upcoming Meeting Dates

Mayor Taylor reviewed the following list of upcoming meeting dates and deadlines.

May Town Council Meeting:	May 14, 2015, 7:00 p.m. Walkup Building
May Open Space Conservation Committee Meeting (Rescheduled):	May 19, 2015, 10:00 a.m. Town Services Office
Town Services Office Closed:	May 25, 2015 Memorial Day Holiday
Rescheduled Household Garbage and Recycling Collection Date:	Tuesday, May 26, 2015 Curbside collection begins at 8:00 a.m.

Agenda Items Due:	June 2, 2015, 5:00 p.m. Town Services Office
Agenda Packets Available:	March 31, 2015 http://www.townofmontreat.org/TownGovernment.php or Town Services Office
June Montreat Landcare Committee Meeting:	June 3, 2015, 9:00 a.m. Kirk Allen Building, Swannanoa Room
June Agenda Meeting:	June 4, 2015, 7:00 p.m. Walkup Building
June Town Council Meeting:	June 11, 2015, 7:00 p.m. Walkup Building
Special Meeting: 2015-2016 Fiscal Year Budget Adoption:	June 25, 2015 Location and Time TBA
Agenda Items Due:	June 26, 2015, 5:00 p.m. Town Services Office

Closed Session

Mayor Pro Tem Standaert moved to enter into Closed Session in accordance with North Carolina General Statute §143-318.11(3) for attorney consultation regarding the Civil Action: Carolyn Zoe Crowder, John L. Currie, Nancy B. Thomas, Henry W. Darden, Jr., and wife, Carolyn V. Darden, Plaintiffs, versus the Town of Montreat, Defendant. Commissioner Campbell seconded and the motion carried 5/0.

No action was taken during the Closed Session.

Adjournment

Upon returning to open session at 8:32 p.m., Commissioner Vinson moved to adjourn the Agenda Meeting. Commissioner McCaskill seconded. The motion carried 5/0 and the meeting adjourned at 8:33 p.m.

Letta Jean Taylor, Mayor

Ron Nalley, Town Administrator

TOWN OF MONTREAT BOARD OF COMMISSIONERS
REQUEST FOR BOARD ACTION
Meeting Date: June 11, 2015

SUBJECT: Proposed Revisions to Montreat General Ordinance, Chapter I, Article II – Noise Control

AGENDA INFORMATION:

Agenda Location: Consent Agenda
Item Number: B
Department: Planning and Zoning
Contact: David Currie
Presenter: David Currie

BRIEF SUMMARY: At the request of this Board, the Planning and Zoning Commission met to review the noise control ordinance during their April regular meeting and a subsequent special meeting held on May 21st last month. The ordinance review was precipitated by public concern expressed over the legal basis for certain sound-permitting requirements and the appropriateness of current decibel limit thresholds. Portions of the code were identified that need to be cleaned up and made consistent with other sections of our ordinances and suggested revisions have been prepared for your consideration.

RECOMMENDED MOTION AND REQUESTED ACTIONS: To call for a Public Hearing on July 9, 2015 at 7:00 p.m. or as soon thereafter as possible to discuss proposed revisions to Montreat General Ordinance, Chapter I, Article II – Noise Control

FUNDING SOURCE: None

ATTACHMENTS: Proposed revisions to Montreat General Ordinance, Chapter I, Article II – Noise Control

STAFF COMMENTS AND RECOMMENDATIONS: Based upon suggested changes handed down from the Planning and Zoning Commission, it has been determined that the issuance of permits for events involving amplified sound may be unnecessary. Although we were unable to elicit feedback from the town attorney in time for this meeting, it is our intent that she also comment on the proposed revisions in time for next month's scheduled public hearing. Our current noise control ordinance contains many outdated provisions and artifacts from as far back as the early 1990's utilizing zoning districts that are no longer defined in our ordinance system and which need to be removed. Staff believes that the proposed revisions create a straightforward approach to regulating excessive noise that sets clearly-defined sound level thresholds and enables our police department to effectively enforce these limits.

MONTREAT CODE OF GENERAL ORDINANCES

CHAPTER I - DISORDERLY CONDUCT AND PUBLIC NUISANCES

ARTICLE II: NOISE CONTROL

(Revised 6/10/2004); (Revised 8/12/2010)

Section 1. It shall be unlawful for any Person or Entity to create or assist in creating, permit, continue, or permit the continuance of any unreasonably loud, disturbing and unnecessary noise in the Town. Noise of such character, intensity and duration as to be detrimental to the life and health of any individual is prohibited. The production or emission of noises or amplified speech, music or other sounds that tend to annoy, disturb or frighten citizens of the Town is also prohibited (Ref. N.C.G.S. § 160A-184.)

Section 2. Noise - Specific Prohibitions. The following acts, among others, are declared to be loud, disturbing, and unnecessary noises in violation of Chapter I, Article II, Section 2, but this list is not exclusive and does not limit the Town's authority to prohibit other noises.

1) The playing of any radio, phonograph, musical instrument, or sound amplification system in such a manner or with such volume from 11:00 p.m. - 7:00 a.m. so as to annoy or disturb the quiet, comfort or repose of any Person in any dwelling, hotel or other residence or Vehicle. For the purpose of this Section any sound coming from these sources that can be heard at the property lines of the complainant during these hours shall be deemed excessive, unreasonably loud, disturbing and unnecessary noise and shall constitute a violation of this Section.

2) The use of a speaker or amplifier ~~INDOORS so that the sound is heard outside the structure containing the amplifier or speaker~~ at any time from 7:00 a.m. - 11:00 p.m., ~~and~~ so that said sound ~~is~~ measured with a decibel meter at the property line and determined to be ~~above 60 decibels~~in excess of those sound levels referenced in Table I shall be deemed excessive, unreasonably loud, disturbing and unnecessary noise and shall constitute a violation of this Section. This however does not apply to a personal radio, TV, or other sound producing device that is used on private property and at a level that the sound does not travel beyond the property lines of the private property where the device is being used. ~~If a permit has been obtained for an INDOOR event, then the decibel limits set forth in Table III below will be used as a guideline for permissible sound levels.~~

~~3) The use of a speaker or amplifier system OUTDOORS at any time without first obtaining a permit from the Town is prohibited and constitutes a violation of this Section. See Section 3.~~

43) The operation of a Motor Vehicle with defective or modified engine sound muffling system so as to produce engine noise that exceeds the normal noise produced by automobiles operated in the Town; for the purpose of this Section

the normal noise produced shall be as stated in the Sound Level Table II, titled "Motor Vehicle & Motorcycle Sound Limits," attached hereto and incorporated herein by reference.

~~5~~4) The keeping of any animal or bird which by causing frequent, incessant or repetitive noise shall disturb the comfort and repose of any Person in the vicinity.

5) The erection (including excavating), demolition, alteration or repair of any building or the operation of a chainsaw or other power lawn maintenance tool in a residential, business or institutional district other than between the hours of 7:00 a.m. and 7:00 p.m. Monday through Saturday and on Sundays between the hours of 1:00 p.m. and 6:00 p.m. except in the case of urgent necessity in the interest of public safety and then only with ~~a permit~~permission from the Building Inspector or a member of the Police Department ~~which may be renewed for a period of three days or less while the emergency continues~~.

6) The discharge of a gun in the Town except by written permission from the Chief of Police.

7) It shall be unlawful for any person or entity to use or cause to be discharged any fireworks and/or pyrotechnics as defined in N.C.G.S. 14-414.

8) Constant/Pure Tone. When a constant or pure tone is produced, whether by mechanical equipment or other methods, the maximum decibel level shall be 60 decibels as measured at the property line of the complainant. In the case of a pure or contact tone it does not matter if the sound is amplified or not. When a constant or pure tone is produced, whether by mechanical equipment or other methods, the above maximum decibel levels are reduced by 5 dBA. In the case of a pure or constant tone it does not matter if the sound is amplified or not.

~~Section 3. Permits. The Chief of Police or his/her designee is hereby assigned to issue permits for outdoor amplified sound. Personal, small transistor radios or other equipment that does not produce sufficient sound to disturb others are exempted from this Section. For the purpose of this Section the maximum decibel level is 75 decibels and will be measured at the property line of the event closest to the complainant. The scope of this Section includes any musical or vocal production and amplified sound whether live or recorded. The request for permit must be made at least 7 days in advance of the event date to allow for a walk through of the site to determine if the permit will be issued and what the maximum allowable decibel limits will be. A responsible adult at least 18 years of age will be required to apply for the permit and will be held responsible for compliance with the permit requirements. This responsible Person is required to be present at the event for the duration of the event. If a complaint is made the Police will come to the event and contact the responsible Person. If a violation occurs the responsible Person will be cited for the violation of the Ordinance and the event will be terminated immediately. Maximum sound limit with permit is 75 decibels.~~

Section ~~4~~3. Exemptions. The following activities and events shall be exempt from the provisions of Section 2 above and the maximum noise level shall be 80 decibels or as approved

by the Chief of Police or his designated representative, using a common sense rule that applies to the specific circumstances of the event. All private activities will comply with the provisions of Section ~~3~~ 2 above.

1. Town and permitted activities associated with the Town's celebration of the July 4th national holiday.
2. Noises of safety signals, warning devices, emergency pressure relief valves, all church bells.

~~3. An official all-campus Montreat College event, held on the college campus, no more than one (1) weekend in duration, occurring no more often than twice per year.~~

~~4.~~3. All noises coming from the normal operations or properly equipped aircraft (not including scale model aircraft.)

~~5.~~4. Emergency work necessary to maintain public safety, or to restore property to a safe condition following an accident or natural disaster, or to protect persons or property from an imminent danger.

~~6.~~5. Noises resulting from the provision of government services necessary to maintain the public infrastructure.

~~7.~~6. Noises resulting from the provision of sanitation and recycling services between the hours of 5:30 a.m. and 11:00 p.m.

~~SOUND LEVEL TABLE I~~

~~MOTOR VEHICLE AND MOTORCYCLE SOUND LIMITS~~
~~(Decibels (dBA) measured 50 feet from Vehicle)~~

~~VEHICLE CLASS~~	~~SPPED LIMIT 35 MPH OR LESS~~	~~STATIONARY RUN-UP~~
~~Motor carrier Vehicle engaged in interstate commerce with GVWR of GCWR 10,000 lbs. or more~~	~~86 dBA~~	~~88 dBA~~
~~All other Motor Vehicles with GVWR or GCWR of 6,000 lbs. or more~~	~~84 dBA~~	~~86 dBA~~
~~Any Motorcycle~~	~~82 dBA~~	~~84 dBA~~
~~Any other Motor Vehicle or any combination of Vehicles towed by any Motor Vehicle~~	~~78 dBA~~	~~88 dBA~~

~~REFERENCE: These decibel levels were taken from the SBCCI standard produced by the Southern Building Code Congress International (SSTD 8-87.)~~

SOUND LEVEL TABLE I~~I~~

AMPLIFIED~~-~~ SOUND~~-~~ LIMITS~~: WITHOUT PERMIT~~
(Measured at Property Line)

MAXIMUM SOUND LAND USE CATEGORY	TIME	LEVEL LIMITS IN DECIBELS (dBA)
Residential R-1, R-2 & R-3	7:00 a.m. – 11:00 p.m.	60 dBA
Residential R-1, R-2, & R-3	11:00 p.m. – 7:00 a.m.	NOT ALLOWED (1)
Institutional/Residential	7:00 a.m. – 11:00 p.m.	~~60~~ 80 dBa
Institutional/Residential	11:00 p.m. – 7:00 a.m.	NOT ALLOWED (1)
~~Public Space~~ ConservationDistrict	7:00 a.m. – 11:00 p.m.	~~60~~ 80 dBA
~~Public Space~~ ConservationDistrict	11:00 p.m. – 7:00 a.m.	NOT ALLOWED (1)
~~Open Space~~ Woodland District	7:00 a.m. – 11:00 p.m.	60 dBA
~~Open Space~~ Woodland District	11:00 a.m. – 7:00 a.m.	NOT ALLOWED (1)
Institutional Zone	7:00 a.m. – 11:00 p.m.	~~60~~ 80 dBA
Institutional Zone	11:00 p.m. – 7:00 a.m.	NOT ALLOWED (1)
~~Business or Commercial~~	~~7:00 a.m. – 11:00 p.m.~~	~~70 dBA~~
~~Business or Commercial~~	~~11:00 p.m. – 7:00 a.m.~~	~~NOT ALLOWED (1)~~

~~(1) From 11:00pm – 7:00am amplified sound is not permitted. This however does not apply to a personal radio, TV, or other sound producing device that is used on private property and at a level that the sound does not travel beyond the property lines of the private property where the device is being used.~~

~~EXCEPTION: Constant/Pure Tone. When a constant or pure tone is produced, whether by mechanical equipment or other methods, the above maximum decibel levels are reduced by 5 dBA. In the case of a pure or constant tone it does not matter if the sound is amplified or not.~~

SOUND LEVEL TABLE II

MOTOR VEHICLE AND MOTORCYCLE SOUND LMITS
(Decibels (dBA) measured 50 feet from Vehicle)

VEHICLE CLASS	SPEED LIMIT 35 MPH OR LESS	STATIONARY RUN-UP
Motor carrier Vehicle engaged in interstate commerce with GVWR of GCWR 10,000 lbs. or more	86 dBA	88 dBA
All other Motor Vehicles with GVWR or GCWR of 6,000 lbs. or more	84 dBA	86 dBA
Any Motorcycle	82 dBA	84 dBA
Any other Motor Vehicle or any combination of Vehicles towed by any Motor Vehicle	78 dBA	88 dBA

REFERENCE: These decibel levels were taken from the SBCCI standard produced by the Southern Building Code Congress International (SSTD-8-87.)

~~SOUND LEVEL TABLE III~~

~~AMPLIFIED SOUND LIMITS: WITH PERMIT~~
~~(Measured at Property Line)~~
~~*(Revised (9/13/2001)*~~

~~MAXIMUM SOUND LAND USE CATEGORY~~	~~TIME~~	~~LEVEL LIMITS IN DECIBELS (dBA)~~
~~Residential R-1, R-2 & R-3~~	~~7:00 a.m. – 11:00 p.m.~~	~~70 dBA~~
~~Residential R-1, R-2, & R-3~~	~~11:00 p.m. – 7:00 a.m.~~	~~NOT ALLOWED (1)~~
~~Institutional/Residential~~	~~7:00 a.m. – 11:00 p.m.~~	~~70 dBA~~
~~Institutional/Residential~~	~~11:00 p.m. – 7:00 a.m.~~	~~NOT ALLOWED (1)~~
~~Public Space~~	~~7:00 a.m. – 11:00 p.m.~~	~~75 dBA~~
~~Public Space~~	~~11:00 p.m. – 7:00 a.m.~~	~~NOT ALLOWED (1)~~
~~Open Space~~	~~7:00 a.m. – 11:00 p.m.~~	~~80 dBA~~
~~Open Space~~	~~11:00 p.m. – 7:00 a.m.~~	~~NOT ALLOWED (1)~~
~~Institutional Zone~~	~~7:00 a.m. – 11:00 p.m.~~	~~80dBA~~
~~Institutional Zone~~	~~11:00 p.m. – 7:00 a.m.~~	~~NOT ALLOWED (1)~~
~~Business or Commercial~~	~~7:00 a.m. – 11:00 p.m.~~	~~80 dBA~~
~~Business or Commercial~~	~~11:00 p.m. – 7:00 a.m.~~	~~NOT ALLOWED (1)~~

~~(1) From 11:00pm – 7:00am amplified sound is not permitted. This however does not apply to a~~

~~personal radio, TV, or other sound producing device that is used on private property and at a level that the sound does not travel beyond the property lines of the private property where the device is being used.~~

~~**EXCEPTION: Constant/Pure Tone. When a constant or pure tone is produced, whether by mechanical equipment or other methods, the above maximum decibel levels are reduced by 5 dBA. In the case of a pure or constant tone it does not matter if the sound is amplified or not.**~~

~~Section 5. Posting Bills, Other Advertising. No Person shall stick, paint, brand, stamp, write or put upon any house, fence, wall pavement, post or upon any property owned by any Person or Entity or owned by the Town, any printed, written, painted or other advertisement, bill, notice, sign or poster, without first having obtained the written permission of the owner of such property and having received a permit from the Town Clerk.~~

TOWN OF MONTREAT
FISCAL YEAR 2014-2015
BUDGET AMENDMENT #5

Be it ordained by the Town of Montreat Board of Commissioners that the following amendment be made to the Budget Ordinance for the fiscal year ending June 30, 2015.

Department(s): Governing Board, Administration, Police

Purpose: To cover unanticipated higher payroll costs (Town Clerk departure and coverage of Police out on sick leave) out of the Salary Contingency Fund

Section 1. To amend the General Fund as follows:

Line Item	Account Number	Amount Debit	Amount Credit	Amended Budget
Administration – Salaries	10004200020	2000		17960
Administration – FICA	10004200050	200		13800
Administration – Retirement	10004200070	300		21700
Police – Salaries	10105100020	5000		225500
Gov Bd – Salary Contingency	10004100332		7500	4500

Section 2. I certify that the accounting records provide for this budget amendment, and that the revenue source(s) are available:

_____ _____
Finance Officer Date

Section 3. Copies of this amendment shall be delivered to the Budget/Finance Officer and Town Auditor for their direction.

Adopted this _____ day of _____, _____.

Recorded and filed:

_____ _____
Budget Officer/Town Administrator Date

_____ _____
Town Clerk Date

MONTHLY POLICE STATISTICS REPORT					
MAY	**2015**	**2014**	**2013**	**2012**	**2011**
Mileage	2765	2505	3235	3152	3079
Dispatched Calls	128	153	135	123	87
Officer-Initiated Calls	254	236	185	237	388
Fire/EMS Assistance Calls	3F/1E	8F/2E	8F/7E	6	3
Motorist/Other Assistance Calls	60	61	73	15	37
Traffic Stops	25/64G	39/90G	68	127	33
Parking Issues	9	10	6	18	12
Burglar/Fire Alarm Responses	4B/1F	2B/2F	6B/2F	3	5
Residential House Checks	245	167	158	101	110
Ordinance violations	17	13	8	17	10
LE Agency Assistance Calls	19	21	33	66	40
Animal Calls	3	4	5	1	5
Larcenies	0	0	0	0	0
B&E Calls	0	0	2R/3V	0	0
Suspicious Person/Vehicle Investigations	3P/23V	10P/11V	22P/12V	14	14
Disturbance Calls	9	4	0	7	9
Accident Responses	2	0	0	3	1
Auxiliary Hours Worked	32R/36T	32R/24T	32R/80T	186	65
Truck turns at gate	2	0	3	8	4

- Town Service: 504
- MRA Service: 174
- College Service: 9
- On 05/01/2015 MPD responded to a call of a large party on Missouri Road. This was college students. Officer advised and checked id. Party dispersed.
- On 05/02/2015 MPD Officer responded to intoxicated persons at Montreat Campground. MRA was advised and subjects were banned.
- On 05/02/2015 MPD received a call that an argument on Missouri Road amongst college students was in progress. Officer responded and disbanded the group.
- On 05/05/2015 MPD received a call of an accident on Gaither Circle and Lookout Road. A report was taken.
- On 05/07/2015 MPD received a noise complaint from West Virginia of people talking loudly. Subjects were on the porch, Officer talked to same.
- On 05/08/2015 MPD received a noise complaint from West Virginia of drums in the 300 block of Georgia Terrace. Officer could not locate same.
- On 05/10/2015 MPD received a call reference a rattlesnake on Peace Lane. It was later located and removed.
- On 05/10/2015 MPD received a noise complaint from West Virginia of loud stereo. Officer unable to locate.
- On 05/11/2015 Gus Currie provided a lunch for the MPD and Town Staff, which was greatly appreciated.

- On 05/12/2015 MPD received a noise complaint from West Virginia of people walking and shouting. Officer unable to locate.
- On 05/12/2015 several MPD Officers participated in daytime firearm qualification and combat course.
- On 05/12/2015 MPD Officer located a suspicious vehicle at 11:51 p.m. located at Memorial Gardens. Subjects were drinking and partying. They were escorted from the property.
- On 05/16/2015 MPD Officers participated in the Governor's Highway Safety Program in Black Mountain with multiple agencies involved. Approximately 23 vehicles were checked by MPD. On 05/16/2015 MPD received a noise complaint from West Virginia of loud noise from Anderson Auditorium. Officer was unable to locate.
- On 05/17/2015 MPD received a call from MCSD in reference to a call they received about a sister worried about her brother, the brother's wife works at William Black Lodge. Officer located her and it was learned that the brother was working with a friend.
- On 05/19/2015 MPD received a call reference a family of foxes living in a culvert on Kanawha. Officer determined the foxes seemed to be of good health and will probably move on.
- On 05/20/2015 MPD Officers participated in a Governor's Highway Safety Program in Black Mountain with multiple agencies involved. Approximately 20 vehicles were checked by MPD.
- On 05/23/2015 MPD Officer was stopped by a resident about a verbal assault on a disabled person that had parked blocking the Pottery Shop entrance at the left bank. Officer was unable to locate the abusive suspect, which the resident believed to be an employee of MRA.
- On 05/23/2015 MPD Officers participated in the Governor's Highway Safety Program in Black Mountain with multiple agencies involved. Approximately 21 vehicles were checked by MPD.
- On 05/23/2015 MPD Officer responded to a call of a B&E on Oklahoma Road. The residents had been staying there several days and noticed on the second day a bag containing a man's shirt, dress shoes, dress pants and a belt. Officer found no signs of a B&E. On 05/24/2015 it was learned that their son's friend had left the bag there. The case was closed unfounded.
- On 05/25/2015 MPD Officer responded to an accident on Peace Lane, property damage only. The subjects declined a report and said they would take care of the damage themselves.
- On 05/26/2015 MPD Officer responded to smoke in a residence on Louisiana Avenue. Upon further investigation it was found to be a smoke alarm that had malfunctioned.
- On 05/30/2015 MPD received a noise complaint from West Virginia of loud noise at Anderson Auditorium. Officer was unable to locate.

General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balances
For the Period Ended April 30, 2015

	FYE 2015 Budgeted	Previously Reported	Current Month	FYE 2015 YTD Actual	FYE 14 Comparison YTD Actual	FYE 2015 Remaining Budget	Actual to Budget %	Statement Period 10	Variance	4/30/14
Revenues:										
Ad valorem taxes	$ 944,500.00	$ 938,347.41	$ -	$ 938,347.41	$ 943,161.36	$ 6,152.59				
Other taxes and licenses	$ 362,700.00	$ 224,717.01	$ 27,875.46	$ 252,592.47	$ 235,187.95	$ 110,107.53				
Unrestricted intergovernmental	$ 59,500.00	$ 47,417.15	$ -	$ 47,417.15	$ 35,255.75	$ 12,082.85				
Permits and Fees	$ 46,000.00	$ 22,652.63	$ 1,755.00	$ 24,407.63	$ 40,591.87	$ 21,592.37				
Community Service Fee	$ 50,000.00	$ 41,075.00	$ -	$ 41,075.00	$ 37,264.50	$ 8,925.00				
Sales and Services	$ 13,000.00	$ 6,418.37	$ -	$ 6,418.37	$ 7,891.16	$ 6,581.63				
Investment earnings	$ 3,000.00	$ 702.64	$ 99.31	$ 801.95	$ 1,012.98	$ 2,198.05				
Other revenues	$ 4,000.00	$ 768.28	$ 100.00	$ 868.28	$ 1,007.41	$ 3,131.72				
Subtotal - Normal Operating	$ 1,482,700.00	$ 1,282,098.49	$ 29,829.77	$ 1,311,928.26	$ 1,301,372.98	$ 170,771.74	88.48%	83.33%	**5.15%**	**4.47%**
Restricted intergovernmental	*$ 853,000.00*	*$ 58,093.30*	*$ 17,767.02*	*$ 75,860.32*	$ 288,488.27	*$ 777,139.68*				
Contributions - Landcare	*$ -*	*$ -*	*$ -*	*$ -*	$ -	*$ -*				
Contributions - Open Space	*$ -*	*$ -*	*$ -*	*$ -*	$ -	*$ -*				
Total Revenues	**2,335,700.00**	**1,340,191.79**	**47,596.79**	**1,387,788.58**	**$ 1,589,861.25**	**947,911.42**	59.42%	83.33%	**-23.92%**	**-15.39%**
Expenditures:										
Governing Body	$ 67,917.00	$ 40,868.76	$ 6,516.76	$ 47,385.52	$ 40,802.08	$ 20,531.48	69.77%	83.33%	**13.56%**	**30.00%**
Administration	$ 279,291.00	$ 210,485.81	$ 17,892.63	$ 228,378.44	$ 227,291.28	$ 50,912.56	81.77%	83.33%	**1.56%**	**-1.98%**
Public Buildings	$ 226,049.00	$ 188,082.27	$ 2,188.72	$ 190,270.99	$ 322,225.91	$ 35,778.01	84.17%	83.33%	**-0.84%**	**-6.77%**
Police	$ 382,900.00	$ 260,473.53	$ 52,815.70	$ 313,289.23	$ 271,754.47	$ 69,610.77	81.82%	83.33%	**1.51%**	**2.51%**
Building & Zoning	$ 75,900.00	$ 52,602.71	$ 8,756.20	$ 61,358.91	$ 62,125.95	$ 14,541.09	80.84%	83.33%	**2.49%**	**8.48%**
Public Works	$ 73,785.00	$ 50,142.36	$ 4,898.87	$ 55,041.23	$ 43,617.24	$ 18,743.77	74.60%	83.33%	**8.74%**	**3.96%**
Streets	$ 1,446,905.00	$ 400,188.43	$ (211,643.21)	$ 188,545.22	$ 207,790.51	$ 1,258,359.78	13.03%	83.33%	**70.30%**	**67.37%**
Powell Bill	$ 43,500.00	$ 5,599.74	$ 14.97	$ 5,614.71	$ 9,065.72	$ 37,885.29	12.91%	83.33%	**70.43%**	**62.49%**
Sanitation	$ 95,953.00	$ 69,393.11	$ 10,258.63	$ 79,651.74	$ 78,589.42	$ 16,301.26	83.01%	83.33%	**0.32%**	**7.47%**
Env/Cons/Rec	$ 8,500.00	$ 90.05	$ -	$ 90.05	$ 150,830.97	$ 8,409.95	1.06%	83.33%	**82.27%**	**-23.64%**
Total expenditures	**2,700,700.00**	**$ 1,277,926.77**	**$ (108,300.73)**	**$ 1,169,626.04**	**$ 1,414,093.55**	**$ 1,531,073.96**	43.31%	83.33%	**40.03%**	**32.18%**
Revenues over expenditures	**(365,000.00)**	**$ 62,265.02**	**$ 155,897.52**	**$ 218,162.54**	**$ 175,767.70**	**$ (583,162.54)**				
Other financing sources (uses):										
Transfer to/from Water Fund		$ -	$ -	$ -	$ (37,260.00)	$ -				
Fund Balance Appropriated:	$ 365,000.00	$ -	$ -	$ -	$ -	$ 365,000.00				
Total other financing source	**$ 365,000.00**	**$ -**	**$ -**	**$ -**	**$ (37,260.00)**	**$ 365,000.00**				
Revenues and other sources over expenditures and other uses	**$ -**	**$ 62,265.02**	**$ 155,897.52**	**$ 218,162.54**	**$ 138,507.70**	**$ (218,162.54)**				
Expenditure Recap:										
Salaries & Benefits	$ 870,700.00	$ 658,609.14	$ 67,432.78	$ 726,041.92	$ 706,736.81	$ 144,658.08				
Other Operating	$ 355,300.00	$ 207,630.12	$ 19,026.88	$ 226,657.00	$ 387,960.82	$ 128,643.00				
CIP/Grant Projects	*$ 1,474,700.00*	*$ 411,687.51*	$ (194,760.39)	*$ 216,927.12*	$ 319,395.92	*$ 1,257,772.88*				
Total Expenditures	**$ 2,700,700.00**	**$ 1,277,926.77**	**$ (108,300.73)**	**$ 1,169,626.04**	**$ 1,414,093.55**	**$ 1,531,073.96**				

Water Fund
Statement of Revenues, Expenditures, and Changes in Fund Balances
For the Period Ended April 30, 2015

	FYE 2015 Budgeted	Previously Reported	Current Month	FYE 2015 YTD Actual	FYE 14 Comparison YTD Actual	FYE 2015 Remaining Budget	Actual to Budget Percent	Statement Period 10	Variance	Variance
Revenues:										
Ad valorem taxes			$ -			$ -				
Other taxes and licenses			$ -			$ -				
MRA Comm Svc Fee	$ -		$ -			$ -				
Permits and Fees			$ -			$ -				
Sales and Services	$ 305,000.00	$ 213,403.23	$ 22,203.19	$ 235,606.42	$ 248,747.88	$ 69,393.58				
Investment earnings	$ 500.00	$ 55.99	$ 6.25	$ 62.24	$ 89.07	$ 437.76				
Other revenues	$ 27,500.00	$ 17,805.95	$ 411.40	$ 18,217.35	$ 16,886.98	$ 9,282.65				
Subtotal - Normal Operating	$ 333,000.00	**$ 231,265.17**	**$ 22,620.84**	**$ 253,886.01**	**$ 265,723.93**	$ 79,113.99				
Restricted intergovernmental	*$ 206,000.00*		*$ -*			*$ 206,000.00*				
Total revenues	**$ 539,000.00**	**$ 231,265.17**	**$ 22,620.84**	**$ 253,886.01**	**$ 265,723.93**	**$ 285,113.99**	47.10%	83.33%	**-36.23%**	**-24.66%**
Expenditures:										
Water Department	**$ 539,000.00**	**$ 344,199.05**	**$ 48,165.57**	**$ 392,364.62**	$ 226,121.09	**$ 146,635.38**	72.79%	83.33%	**10.54%**	**42.15%**
Total expenditures	**$ 539,000.00**	**$ 344,199.05**	**$ 48,165.57**	**$ 392,364.62**	**$ 226,121.09**	**$ 146,635.38**	72.79%	83.33%	**10.54%**	**42.15%**
Revenues over expenditures	**$ -**	**$ (112,933.88)**	**$ (25,544.73)**	**$ (138,478.61)**	**$ 39,602.84**	**$ 138,478.61**				
Other financing sources (uses):										
Transfers to/from General Fund	$ -	$ -	$ -	$ -	$ 37,260.00	$ -				
Fund Balance Appropriated:	$ -	$ -	$ -	$ -	$ -	$ -				
Total other financing sources (uses	**$ -**	**$ -**	**$ -**	**$ -**	**$ 37,260.00**	**$ -**				
Revenues and other sources over expenditures and other uses	**$ -**	**$ (112,933.88)**	**$ (25,544.73)**	**$ (138,478.61)**	**$ 76,862.84**	**$ 138,478.61**				
Expenditure Recap:										
Salaries & Benefits			$ -			$ -				
Other Operating	$ 304,500.00	$ 107,501.15	$ 40,655.42	$ 148,156.57	$ 221,982.06	$ 156,343.43				
CIP/Grant Projects	*$ 234,500.00*	*$ 236,697.90*	*$ 7,510.15*	*$ 244,208.05*	$ 4,139.03	*$ (9,708.05)*				
Total Expenditures	**$ 539,000.00**	**$ 106,015.75**	**$ 48,165.57**	**$ 392,364.62**	**$ 226,121.09**	**$ 146,635.38**				

10 GENERAL FUND

Account Description	Account Number	Estimated Revenue	Activity This Period	Revenue To Date	Uncollected To Date	Percent Collected %
PY AD VALOREM TAXES	10-00-3000-100	500.00	0.00	0.00	500.00	0.00
CY AD VALOREM TAXES	10-00-3005-100	944,000.00	0.00	938,347.41	5,652.59	99.40
TAX INTEREST & PENALTIES	10-00-3050-100	1,500.00	0.00	892.63	607.37	59.50
LOCAL SALES TAX	10-00-3065-100	345,000.00	27,875.46	249,996.88	95,003.12	72.46
PAYMENT IN LIEU OF TAXES	10-00-3070-100	1,000.00	0.00	2,000.00	-1,000.00	200.00
PY DMV TAXES	10-00-3104-100	200.00	0.00	0.00	200.00	0.00
CY DMV TAXES	10-00-3194-100	16,000.00	0.00	1,702.96	14,297.04	10.64
UTILITIES FRANCHISE TAX	10-00-3205-200	55,000.00	0.00	40,738.89	14,261.11	74.07
WINE & BEER TAX	10-00-3220-200	3,000.00	0.00	0.00	3,000.00	0.00
RETAIL & WHOLESALE REFUND	10-00-3225-200	0.00	0.00	4,440.92	-4,440.92	0.00
SOLID WASTE DISPOSAL TAX	10-00-3235-200	500.00	0.00	237.34	262.66	47.46
CONTRIBUTIONS	10-00-3300-300	2,000.00	0.00	0.00	2,000.00	0.00
PUBLIC SAFETY CHARGES	10-10-3305-300	3,000.00	0.00	2,247.44	752.56	74.91
GRANT PROCEEDS - FEDERAL	10-10-3310-300	744,000.00	0.00	0.00	744,000.00	0.00
POWELL BILL	10-20-3325-300	39,000.00	0.00	39,442.31	-442.31	101.13
CONTRIBUTIONS - LANDCARE	10-80-3330-340	0.00	100.00	100.00	-100.00	0.00
GRANT PROCEEDS - NC	10-10-3340-300	0.00	17,767.02	36,418.01	-36,418.01	0.00
COURT COSTS - ARREST FEES & F	10-10-3405-400	500.00	0.00	15.00	485.00	3.00
FIRE INSPECTION FEES	10-10-3425-400	500.00	0.00	0.00	500.00	0.00
BUILDING PERMITS	10-10-3430-400	45,000.00	1,755.00	24,392.63	20,607.37	54.20
SANITATION FEES	10-10-3435-400	10,000.00	0.00	4,170.93	5,829.07	41.70
COMMUNITY SERVICE FEE	10-00-3550-800	50,000.00	0.00	41,075.00	8,925.00	82.15
INTEREST ON INVESTMENTS	10-00-3800-800	2,500.00	83.47	643.20	1,856.80	25.72
INTEREST INVESTMNT-POWELL BIL	10-00-3805-800	500.00	15.84	158.75	341.25	31.75
MISC REVENUE	10-00-3815-800	1,000.00	0.00	768.28	231.72	76.82
SALE OF FIXED ASSETS	10-00-3820-800	1,000.00	0.00	0.00	1,000.00	0.00
SPECIAL ASSESSMENTS - STREETS	10-10-3832-630	70,000.00	0.00	0.00	70,000.00	0.00
FUND BALANCE APPROPRIATED	10-00-3905-900	365,000.00	0.00	0.00	365,000.00	0.00
INTERFUND TRANS FROM WATER	10-00-3915-900	0.00	0.00	0.00	0.00	0.00

10 GENERAL FUND

Account Description	Account Number	Estimated Revenue	Activity This Period	Revenue To Date	Uncollected To Date	Percent Collected %
TOTAL FUND REVENUE:		2,700,700.00	47,596.79	1,387,788.58	1,312,911.42	51.38

10 GENERAL FUND

Account Description	Account No	Budget Amount	Activity This Period	Expenditure Year to Date	Encumbrance Year to Date	Unecumbered Balance	% Spent
DEPT (4100) GOVERNING BODY							
SALARIES & WAGES	10-00-4100-020	9,800.00	0.00	4,900.00	0.00	4,900.00	50.00
PROFESSIONAL SERVICES	10-00-4100-040	45,000.00	6,795.00	44,782.90	0.00	217.10	99.51
FICA EXPENSE	10-00-4100-050	800.00	0.00	374.88	0.00	425.12	46.86
TRAVEL & TRAINING	10-00-4100-140	690.00	0.00	340.00	0.00	350.00	49.27
ADVERTISING	10-00-4100-260	3,000.00	0.00	0.00	0.00	3,000.00	0.00
DEPARTMENT SUPPLIES	10-00-4100-330	2,310.00	103.76	1,560.17	0.00	749.83	67.54
SALARY CONTINGENCY	10-00-4100-332	12,000.00	0.00	0.00	0.00	12,000.00	0.00
CONTRACT SERVICES	10-00-4100-450	0.00	0.00	0.00	0.00	0.00	0.00
INDIRECT COST ALLOCATI	10-00-4100-480	-6,183.00	-382.00	-5,019.49	0.00	-1,163.51	81.18
CONTRIBUTIONS	10-00-4100-520	500.00	0.00	447.06	0.00	52.94	89.41
INTER-FUND TRANS TO WA	10-00-4100-570	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL DEPT: (4100) GOVERNING BODY		67,917.00	6,516.76	47,385.52	0.00	20,531.48	69.76

Encumbrances & Expenditure Statement

Period Ending: April 30, 2015

10 GENERAL FUND

Account Description	Account No	Budget Amount	Activity This Period	Expenditure Year to Date	Encumbrance Year to Date	Unencumbered Balance	% Spent
DEPT (4200) ADMINISTRATION							
SALARIES & WAGES	10-00-4200-020	177,600.00	13,661.35	146,079.73	0.00	31,520.27	82.25
FICA EXPENSE	10-00-4200-050	13,200.00	1,052.71	10,744.33	0.00	2,455.67	81.39
GROUP INSURANCE	10-00-4200-060	21,950.00	1,815.24	20,059.27	0.00	1,890.73	91.38
RETIREMENT EXPENSE	10-00-4200-070	20,450.00	1,661.02	16,613.83	0.00	3,836.17	81.24
POSTAGE	10-00-4200-100	2,000.00	220.00	1,878.63	0.00	121.37	93.93
TELEPHONE	10-00-4200-110	4,000.00	269.36	3,490.43	0.00	509.57	87.26
TRAVEL & TRAINING	10-00-4200-140	3,200.00	177.00	1,980.13	0.00	1,219.87	61.87
M & R EQUIPMENT	10-00-4200-160	21,000.00	555.00	20,962.40	0.00	37.60	99.82
ADVERTISING	10-00-4200-260	1,800.00	0.00	1,297.33	0.00	502.67	72.07
OFFICE EXPENSE	10-00-4200-320	3,000.00	0.00	2,548.86	0.00	451.14	84.96
OFFICE EQUIPMENT	10-00-4200-330	3,000.00	0.00	2,466.00	0.00	534.00	82.20
BANK SERVICE CHARGE EX	10-00-4200-340	1,200.00	109.95	986.14	0.00	213.86	82.17
CONTRACT SERVICES	10-00-4200-450	19,500.00	0.00	17,504.86	0.00	1,995.14	89.76
INDIRECT COST ALLOCATI	10-00-4200-480	-26,209.00	-1,629.00	-21,285.78	0.00	-4,923.22	81.21
DUES & SUBSCRIPTIONS	10-00-4200-530	3,100.00	0.00	3,002.28	0.00	97.72	96.84
SUPERVISOR'S EXPENSE	10-00-4200-550	500.00	0.00	50.00	0.00	450.00	10.00
CAPITAL OUTLAY	10-00-4200-730	10,000.00	0.00	0.00	0.00	10,000.00	0.00
TOTAL DEPT: (4200) ADMINISTRATION		279,291.00	17,892.63	228,378.44	0.00	50,912.56	81.77

10 GENERAL FUND

Account Description	Account No	Budget Amount	Activity This Period	Expenditure Year to Date	Encumbrance Year to Date	Unencumbered Balance	% Spent
DEPT (5000) PUBLIC BUILDINGS							
UTILITIES	10-00-5000-130	4,200.00	122.95	2,726.33	0.00	1,473.67	64.91
M & R BUILDINGS & GROU	10-00-5000-150	2,800.00	100.00	1,694.75	0.00	1,105.25	60.52
M & R EQUIPMENT	10-00-5000-160	5,600.00	539.00	4,132.29	0.00	1,467.71	73.79
DEPARTMENT SUPPLIES	10-00-5000-330	200.00	0.00	0.00	0.00	200.00	0.00
INDIRECT COST ALLOCATI	10-00-5000-480	-6,451.00	-401.00	-5,239.49	0.00	-1,211.51	81.22
INSURANCE	10-00-5000-540	44,500.00	57.77	42,033.11	0.00	2,466.89	94.45
CAPITAL OUTLAY	10-00-5000-730	175,200.00	1,770.00	144,924.00	0.00	30,276.00	82.71
TOTAL DEPT: (5000) PUBLIC BUILDINGS		226,049.00	2,188.72	190,270.99	0.00	35,778.01	84.17

Account Description	Account No	Budget Amount	Activity This Period	Expenditure Year to Date	Encumbrance Year to Date	Unecumbered Balance	% Spent
DEPT (5100) POLICE							
SALARIES & WAGES	10-10-5100-020	220,500.00	17,511.32	188,312.59	0.00	32,187.41	85.40
FICA EXPENSE	10-10-5100-050	16,900.00	1,331.29	13,675.33	0.00	3,224.67	80.91
GROUP INSURANCE	10-10-5100-060	35,700.00	2,943.60	32,752.38	0.00	2,947.62	91.74
RETIREMENT EXPENSE	10-10-5100-070	26,900.00	2,012.41	20,477.94	0.00	6,422.06	76.12
TELEPHONE	10-10-5100-110	1,800.00	117.18	1,795.20	0.00	4.80	99.73
TRAVEL & TRAINING	10-10-5100-140	500.00	0.00	0.00	0.00	500.00	0.00
M & R EQUIPMENT	10-10-5100-160	3,800.00	0.00	2,041.59	0.00	1,758.41	53.72
M & R AUTO	10-10-5100-170	4,000.00	0.00	2,481.02	0.00	1,518.98	62.02
AUTO SUPPLIES (GAS, OI	10-10-5100-310	15,500.00	535.90	7,261.51	0.00	8,238.49	46.84
MEDICAL CERTIFICATION	10-10-5100-320	600.00	0.00	0.00	0.00	600.00	0.00
DEPARTMENT SUPPLIES	10-10-5100-330	2,000.00	0.00	1,966.28	0.00	33.72	98.31
UNIFORMS	10-10-5100-360	1,500.00	0.00	635.39	0.00	864.61	42.35
DUES & SUBSCRIPTIONS	10-10-5100-530	400.00	0.00	176.00	0.00	224.00	44.00
CAPITAL OUTLAY	10-10-5100-730	34,000.00	28,364.00	28,364.00	0.00	5,636.00	83.42
DISPATCHER SERVICES	10-10-5100-760	18,800.00	0.00	13,350.00	0.00	5,450.00	71.01
TOTAL DEPT: (5100) POLICE		382,900.00	52,815.70	313,289.23	0.00	69,610.77	81.82

10 GENERAL FUND

Account Description	Account No	Budget Amount	Activity This Period	Expenditure Year to Date	Encumbrance Year to Date	Unencumbered Balance	% Spent
DEPT (5400) BUILDING & ZONING							
SALARIES & WAGES	10-10-5400-020	46,400.00	3,522.46	38,287.52	0.00	8,112.48	82.51
FICA EXPENSE	10-10-5400-050	3,600.00	269.48	2,794.46	0.00	805.54	77.62
GROUP INSURANCE	10-10-5400-060	7,150.00	588.72	6,555.66	0.00	594.34	91.68
RETIREMENT EXPENSE	10-10-5400-070	5,550.00	425.16	4,320.64	0.00	1,229.36	77.84
TELEPHONE	10-10-5400-110	700.00	0.00	650.49	0.00	49.51	92.92
TRAVEL & TRAINING	10-10-5400-140	2,500.00	0.00	2,314.93	0.00	185.07	92.59
M & R EQUIPMENT	10-10-5400-160	4,700.00	3,918.00	3,918.00	0.00	782.00	83.36
M&R AUTO	10-10-5400-170	500.00	0.00	125.94	0.00	374.06	25.18
AUTO SUPPLIES	10-10-5400-310	800.00	32.38	574.95	0.00	225.05	71.86
DEPARTMENT SUPPLIES	10-10-5400-330	1,300.00	0.00	801.32	0.00	498.68	61.64
PLANNING BOARD	10-10-5400-331	250.00	0.00	0.00	0.00	250.00	0.00
BOARD OF ADJUSTMENT	10-10-5400-332	250.00	0.00	0.00	0.00	250.00	0.00
CONTRACT SERVICES - BU	10-10-5400-450	1,250.00	0.00	400.00	0.00	850.00	32.00
FIRE INSPECTIONS	10-10-5400-451	250.00	0.00	0.00	0.00	250.00	0.00
DUES & SUBSCRIPTIONS	10-10-5400-530	700.00	0.00	615.00	0.00	85.00	87.85
TOTAL DEPT: (5400) BUILDING & ZONING		75,900.00	8,756.20	61,358.91	0.00	14,541.09	80.84

10 GENERAL FUND

Account Description	Account No	Budget Amount	Activity This Period	Expenditure Year to Date	Encumbrance Year to Date	Unencumbered Balance	% Spent
DEPT (5550) PUBLIC WORKS							
SALARIES & WAGES	10-20-5550-020	52,700.00	3,937.64	43,617.31	0.00	9,082.69	82.76
FICA EXPENSE	10-20-5550-050	4,050.00	301.23	3,186.37	0.00	863.63	78.67
GROUP HEALTH INSURANCE	10-20-5550-060	7,200.00	588.72	6,567.87	0.00	632.13	91.22
RETIREMENT EXPENSE	10-20-5550-070	6,350.00	475.28	4,928.60	0.00	1,421.40	77.61
TELEPHONE	10-20-5550-110	700.00	0.00	527.53	0.00	172.47	75.36
TRAVEL & TRAINING	10-20-5550-140	200.00	0.00	0.00	0.00	200.00	0.00
M&R TRUCKS	10-20-5550-170	500.00	0.00	67.03	0.00	432.97	13.40
AUTO SUPPLIES	10-20-5550-310	3,000.00	88.00	2,343.59	0.00	656.41	78.12
DEPARTMENTAL SUPPLIES	10-20-5550-330	2,000.00	0.00	231.15	0.00	1,768.85	11.55
UNIFORMS	10-20-5550-360	500.00	0.00	0.00	0.00	500.00	0.00
STORMWATER PROGRAM	10-20-5550-370	4,500.00	0.00	0.00	0.00	4,500.00	0.00
INDIRECT COST ALLOCATI	10-20-5550-480	-7,915.00	-492.00	-6,428.22	0.00	-1,486.78	81.21
TOTAL DEPT: (5550) PUBLIC WORKS		73,785.00	4,898.87	55,041.23	0.00	18,743.77	74.59

Account Description	Account No	Budget Amount	Activity This Period	Expenditure Year to Date	Encumbrance Year to Date	Unencumbered Balance	% Spent
DEPT (5600) STREET DEPARTMENT							
SALARIES & WAGES	10-20-5600-020	105,400.00	8,421.15	87,421.06	0.00	17,978.94	82.94
FICA EXPENSE	10-20-5600-050	8,050.00	644.23	6,504.83	0.00	1,545.17	80.80
GROUP INSURANCE	10-20-5600-060	21,450.00	1,766.16	19,659.51	0.00	1,790.49	91.65
RETIREMENT EXPENSE	10-20-5600-070	12,600.00	1,016.43	10,143.65	0.00	2,456.35	80.50
UTILITIES	10-20-5600-130	0.00	0.00	0.00	0.00	0.00	0.00
TRAVEL & TRAINING	10-20-5600-140	500.00	0.00	48.98	0.00	451.02	9.79
M & R EQUIPMENT	10-20-5600-160	2,000.00	0.00	675.52	0.00	1,324.48	33.77
M & R TRUCKS	10-20-5600-170	3,500.00	94.42	3,414.39	0.00	85.61	97.55
AUTO SUPPLIES (GAS, OI	10-20-5600-310	8,000.00	225.76	6,236.36	0.00	1,763.64	77.95
DEPARTMENT SUPPLIES -	10-20-5600-330	5,500.00	0.00	1,638.38	0.00	3,861.62	29.78
UNIFORMS	10-20-5600-360	2,000.00	0.00	404.51	0.00	1,595.49	20.22
CONTRACT SERVICE	10-20-5600-450	16,000.00	225.00	2,040.00	0.00	13,960.00	12.75
INDIRECT COST ALLOCATI	10-20-5600-480	-16,595.00	-1,031.00	-13,477.07	0.00	-3,117.93	81.21
CAPITAL OUTLAY	10-20-5600-730	1,253,000.00	1,933.71	43,639.12	0.00	1,209,360.88	3.48
STREET LIGHTING	10-20-5600-740	23,500.00	1,889.03	19,218.89	0.00	4,281.11	81.78
BRIDGE INSPECTION	10-20-5600-760	2,000.00	0.00	977.09	0.00	1,022.91	48.85
TOTAL DEPT: (5600) STREET DEPARTMENT		1,446,905.00	15,184.89	188,545.22	0.00	1,258,359.78	13.03

Account Description	Account No	Budget Amount	Activity This Period	Expenditure Year to Date	Encumbrance Year to Date	Unencumbered Balance	% Spent
DEPT (5700) POWELL BILL							
NEW BRIDGE/CULVERT	10-20-5700-740	3,000.00	0.00	0.00	0.00	3,000.00	0.00
ROAD MAINTENANCE	10-20-5700-750	4,000.00	0.00	2,245.85	0.00	1,754.15	56.14
SIGNS/PAINTING	10-20-5700-755	4,500.00	14.97	189.61	2,148.00	2,162.39	51.94
PATCHING	10-20-5700-760	4,000.00	0.00	1,905.05	0.00	2,094.95	47.62
SURVEYS/MAPS	10-20-5700-765	2,000.00	0.00	0.00	0.00	2,000.00	0.00
REPAVING/WIDENING	10-20-5700-770	24,000.00	0.00	0.00	0.00	24,000.00	0.00
SNOW REMOVAL	10-20-5700-775	2,000.00	0.00	1,274.20	0.00	725.80	63.71
TOTAL DEPT: (5700) POWELL BILL		43,500.00	14.97	5,614.71	2,148.00	35,737.29	17.84

Account Description	Account No	Budget Amount	Activity This Period	Expenditure Year to Date	Encumbrance Year to Date	Unecumbered Balance	% Spent
DEPT (5800) SANITATION							
SALARIES AND WAGES	10-30-5800-020	32,200.00	2,421.02	26,595.42	0.00	5,604.58	82.59
CONTRACT SERVICES	10-30-5800-040	15,000.00	828.00	11,910.00	0.00	3,090.00	79.40
FICA EXPENSE	10-30-5800-050	2,500.00	185.22	1,941.97	0.00	558.03	77.67
GROUP HEALTH INSURANCE	10-30-5800-060	8,000.00	588.72	6,523.26	0.00	1,476.74	81.54
RETIREMENT - LOCAL GOV	10-30-5800-070	3,900.00	292.22	3,003.51	0.00	896.49	77.01
TELEPHONE	10-30-5800-110	700.00	0.00	610.38	0.00	89.62	87.19
UTILITIES	10-30-5800-130	500.00	38.42	394.73	0.00	105.27	78.94
M & R EQUIPMENT	10-30-5800-160	400.00	7.99	7.99	0.00	392.01	1.99
M & R - TRUCKS	10-30-5800-170	1,500.00	14.99	1,148.51	0.00	351.49	76.56
AUTO SUPPLIES	10-30-5800-310	5,000.00	442.65	3,585.92	0.00	1,414.08	71.71
SUPPLIES/TOOLS	10-30-5800-330	1,000.00	0.00	275.50	0.00	724.50	27.55
UNIFORMS	10-30-5800-360	500.00	0.00	0.00	0.00	500.00	0.00
CONTRACT - DUMPSTER SE	10-30-5800-451	18,000.00	1,127.29	16,782.37	0.00	1,217.63	93.23
TOTAL DEPT: (5800) SANITATION		89,200.00	5,946.52	72,779.56	0.00	16,420.44	81.59

05/27/15 Fiscal Year: 2015
18:03:04 Fiscal Month Range: 10-10
(D)

Encumbrances & Expenditure Statement

Period Ending: April 30, 2015

(ALL) All Departments

10 GENERAL FUND

Account Description	Account No	Budget Amount	Activity This Period	Expenditure Year to Date	Encumbrance Year to Date	Unencumbered Balance	% Spent
DEPT (00000)							
INDIRECT COST ALLOCATI	10-30-5800-480	-5,247.00	3,935.00	0.05	0.00	-5,247.05	-0.00
TOTAL DEPT: (00000)		-5,247.00	3,935.00	0.05	0.00	-5,247.05	-0.00

Account Description	Account No	Budget Amount	Activity This Period	Expenditure Year to Date	Encumbrance Year to Date	Unencumbered Balance	% Spent
DEPT (5800) SANITATION							
TIPPING FEES	10-30-5800-550	12,000.00	377.11	6,872.13	0.00	5,127.87	57.26
TOTAL DEPT: (5800) SANITATION		12,000.00	377.11	6,872.13	0.00	5,127.87	57.26

Account Description	Account No	Budget Amount	Activity This Period	Expenditure Year to Date	Encumbrance Year to Date	Unecumbered Balance	% Spent
DEPT (6190) ENVIRONMENT, CONSERVATION & RECREATION							
LANDCARE	10-80-6190-340	1,000.00	0.00	90.05	0.00	909.95	9.00
OPEN SPACE CONSERVATIO	10-80-6190-710	5,000.00	0.00	0.00	0.00	5,000.00	0.00
CAPITAL OUTLAY	10-80-6190-730	2,500.00	0.00	0.00	0.00	2,500.00	0.00
TOTAL DEPT: (6190) ENVIRONMENT, CONSERVATION & REC		8,500.00	0.00	90.05	0.00	8,409.95	1.05
TOTAL FUND: (10) GENERAL FUND		2,700,700.00	118,527.37	1,169,626.04	2,148.00	1,528,925.96	43.38

30 WATER FUND

Account Description	Account Number	Estimated Revenue	Activity This Period	Revenue To Date	Uncollected To Date	Percent Collected %
MSD BILLING FEES REVENUE	30-91-3400-400	20,000.00	0.00	13,829.95	6,170.05	69.15
WATER SALES	30-91-3500-500	140,000.00	8,547.19	99,095.26	40,904.74	70.78
WATER ACCESS FEES	30-91-3500-600	165,000.00	13,656.00	136,511.16	28,488.84	82.73
BILLING FEE REVENUE	30-91-3500-800	0.00	89.60	895.65	-895.65	0.00
WATER TAPS	30-91-3505-500	2,000.00	0.00	950.00	1,050.00	47.50
WATER TRANSFER FEES	30-91-3505-700	2,000.00	150.00	675.00	1,325.00	33.75
SPECIAL ASSESSMENTS REVENUE	30-91-3610-600	125,000.00	0.00	0.00	125,000.00	0.00
FEMA PW00143	30-91-3741-013	81,000.00	0.00	0.00	81,000.00	0.00
INTEREST ON INVESTMENTS	30-91-3805-800	500.00	6.25	62.24	437.76	12.44
MISC REVENUE	30-91-3810-800	1,500.00	0.00	0.00	1,500.00	0.00
LATE FEES	30-91-3815-800	2,000.00	205.59	1,916.05	83.95	95.80
CASH OVER/ CASH SHORT	30-91-3825-800	0.00	-33.79	-49.30	49.30	0.00
INTER-FUND TRANS FROM GENERAL	30-91-3900-900	0.00	0.00	0.00	0.00	0.00
TOTAL FUND REVENUE:		539,000.00	22,620.84	253,886.01	285,113.99	47.10
TOTAL REVENUE:		3,239,700.00	70,217.63	1,641,674.59	1,598,025.41	50.67%

Account Description	Account No	Budget Amount	Activity This Period	Expenditure Year to Date	Encumbrance Year to Date	Unencumbered Balance	% Spent
DEPT (8100) WATER DEPARTMENT							
WATER SAMPLES	30-91-8100-030	8,200.00	3,420.00	7,826.00	0.00	374.00	95.43
COOP - WATER PURCHASES	30-91-8100-090	500.00	0.00	0.00	0.00	500.00	0.00
POSTAGE	30-91-8100-100	2,500.00	197.48	1,974.16	0.00	525.84	78.96
TELEPHONE	30-91-8100-110	2,000.00	117.18	1,762.08	0.00	237.92	88.10
UTILITIES	30-91-8100-130	30,000.00	2,494.09	23,494.86	0.00	6,505.14	78.31
TRAVEL & TRAINING	30-91-8100-140	1,000.00	0.00	175.64	0.00	824.36	17.56
M & R WELLS	30-91-8100-150	23,000.00	1,511.65	20,124.65	0.00	2,875.35	87.49
M & R EQUIPMENT	30-91-8100-160	5,000.00	3,724.09	4,957.69	0.00	42.31	99.15
AUTO SUPPLIES	30-91-8100-310	5,000.00	0.00	1,446.10	0.00	3,553.90	28.92
DEPARTMENT SUPPLIES	30-91-8100-330	2,200.00	50.65	1,946.98	0.00	253.02	88.49
INDIRECT COST ALLOCATI	30-91-8100-480	68,600.00	0.00	51,450.00	0.00	17,150.00	75.00
DUES & SUBSCRIPTIONS	30-91-8100-530	2,300.00	0.00	1,240.00	0.00	1,060.00	53.91
CAPITAL OUTLAY	30-91-8100-730	303,100.00	7,510.15	244,208.05	0.00	58,891.95	80.57
DEBT PAYMENT	30-91-8100-900	85,600.00	29,140.28	31,758.41	0.00	53,841.59	37.10
TOTAL DEPT: (8100) WATER DEPARTMENT		539,000.00	48,165.57	392,364.62	0.00	146,635.38	72.79
TOTAL FUND: (30) WATER FUND		539,000.00	48,165.57	392,364.62	0.00	146,635.38	72.79
TOTAL EXPENDITURES		3,239,700.00	166,692.94	1,561,990.66	2,148.00	1,675,561.34	48.28

Town of Montreat
May 2015 Zoning & Building Inspections Report

Zoning/Building Permit Applications:

Last Name	First Name	Montreat Address	Zoning Compliance Date	Permit #	Permit Date	Description
Bitzer	David	159 Virginia Road	5/1/2015	5058	5/1/2015	Residential Addition/Remodel
Field	James	121 Assembly Drive	N/A	5059	5/1/2015	Mechanical Repairs
Bauer	Margaret	215 Alabama Terrace	5/1/2015	5060	5/1/2015	Residential Repairs/Exterior Stairway
Brock	Douglas	102 Kanawha Drive	5/4/2015	5061	5/4/2015	New Single-Family Dwelling
Van Dorsten	Peter	133 John Knox Road	5/7/2015	5062	5/7/2015	Engineered Retaining Wall
Burriss	Francis	351 Florida Terrace	N/A	5063	5/8/2015	Plumbing-Replace Water Heater
Hope	Harold	523 Kentucky Road	N/A	5064	5/8/2015	Plumbing - Replace Water Service Line
Dortch	Joyce	214 Tennessee Road	N/A	5065	5/11/2015	Residential Repairs-Water Damage
Burns	Wade	Samuael B. Lincoln's Way	5/12/2015	5066	5/12/2015	Camping Caboose Re-location
Graham	William	107 Mecklenburg Circle	N/A	5067	5/12/2015	Mechanical-Install E.R.V.
Miller	Alexander	185 Mississippi Road	N/A	5068	5/21/2015	Electrical Repairs
Boggs	Peter	338 Chapman Road	N/A	5069	5/21/2015	Mechanical Change Out
MRA		401 Assembly Drive	N/A	5070	5/26/2015	Commercial-Replace Wheelchair Lifts

ZONING ACTIVITY

Zoning Permit Applications:	5
Variance/Interpretation Requests:	None
Conditional Use Requests:	None
Permit Extensions Requested:	None
Sign Permit Applications:	None

BUILDING INSPECTIONS

Building Permit Applications:	13
Building Inspections Requested:	27
Re-Inspections Requested/Required:	None
Fire Inspections Requested/Required:	None
Fire Permit Applications:	None

Totals

Approved Zoning Permits:	5
Denied Zoning Permits:	None
Pending Zoning Permits:	None
Variance/Interpretation Granted:	None
Conditional Use Permits Granted:	None
Permit Extensions Granted:	None
Sign Permits Issued:	None

Totals

Building Permits Issued:	13
Pending Building Permits:	None
Building Inspections Performed:	27
*Stop Work Order Issued:	None
**Defective Building Posted:	None
Denied Building Permits	None
Fire Inspections Performed:	None
Fire Re-Inspections Performed:	None
Fire Permits Issued:	None

Zoning Permits Report

Permits for 05/01/2015 **to** 05/31/2015 **Report Date** 06/02/2015

Permit: Z2008-0247 **Issued:** 05/01/2015 **Expires:** 10/28/2015 **Property Owner:** DAVID R BITZER
Applicant: JAMES KEENAN **Location:** 159 VIRGINIA RD **Inspector:** DEC
Permit Type: ZONING COMPLIANCE **Details:** ADDITION/REMODEL **Cost:** 26000 **ID:** 100298-Z000261

Permit: Z2008-0248 **Issued:** 05/01/2015 **Expires:** 10/28/2015 **Property Owner:** MARGARET B. & WILLIAM H.
Applicant: DSH CONSTRUCTION LLC: HENSLEY **Location:** 215 ALABAMA TERRACE **Inspector:** DEC
Permit Type: ZONING COMPLIANCE **Details:** RESIDENTIAL REPAIRS **Cost:** 9500 **ID:** 100013-Z000262

Permit: Z2008-0249 **Issued:** 05/04/2015 **Expires:** 11/01/2015 **Property Owner:** DOUGLAS M. & MARCIA C. BROCK
Applicant: DOUGLAS M. & MARCIA C. BROCK **Location:** 102 KANAWHA DR **Inspector:**
Permit Type: SINGLE FAMILY RESIDENCE **Details:** NEW SINGLE FAMILY **Cost:** 200000 **ID:** 100036-Z000263

Permit: Z2008-0250 **Issued:** 05/07/2015 **Expires:** 11/03/2015 **Property Owner:** J PETER VAN DORSTEN
Applicant: EWING & MCCONNAUGHY, INC.: **Location:** 133 JOHN KNOX RD **Inspector:** DEC
Permit Type: ZONING COMPLIANCE **Details:** ENGINEERED GRAVITY **Cost:** 28000 **ID:** 100165-Z000264

Permit: Z2008-0251 **Issued:** 05/12/2015 **Expires:** 11/08/2015 **Property Owner:** WADE D. & SUSIE W. BURNS
Applicant: WADE D. & SUSIE W. BURNS **Location:** SAMUEL B. LINCOLN'S WAY **Inspector:** DEC
Permit Type: ZONING COMPLIANCE **Details:** ACCESSORY **Cost:** 9900 **ID:** 200100-Z000265

Combo Basic Report

Permits for 05/01/2015 **to** 05/31/2015 **Report Date** 06/02/2015

Source: Mechanical **Permit:** U2012-5067 **Date Issued:** 05/12/2015 **Permit Expires:** 11/12/2015 **ID:** 100383-M000210
Applicant: WHITE & WILLIAMS: LUNSFORD **Location:** 107 MECKLENBURG CIR
Permit Type: INSTALL E.R.V. **Structure:** SINGLE FAMILY RES. **Cost Est:** 0
Property Owner: WILLIAM J GRAHAM **PIN:** 071054512300000

Source: Electrical **Permit:** U2012-5068 **Date Issued:** 05/21/2015 **Permit Expires:** 11/21/2015 **ID:** 100004-E000115
Applicant: ALEXANDER A. MILLER **Location:** 185 MISSISSIPPI RD
Permit Type: REPAIR ELECTRICAL **Structure:** EXISTING HOME **Cost Est:** 0
Property Owner: ALEXANDER A. MILLER **PIN:** 071065913800000

Source: Mechanical **Permit:** U2012-5069 **Date Issued:** 05/21/2015 **Permit Expires:** 05/21/2016 **ID:** 100767-M000211
Applicant: GENTRY HEATING, INC.: GENTRY C **Location:** 338 CHAPMAN RD
Permit Type: CHANGE OUT **Structure:** EXISTING SFR/RENTAL **Cost Est:** 0
Property Owner: PETER M BOGGS **PIN:** 072005926600000

Source: Building **Permit:** U2012-5070 **Date Issued:** 05/26/2015 **Permit Expires:** 05/26/2015 **ID:** 100857-B000568
Applicant: DSH CONSTRUCTION LLC: HENSLEY **Location:** 401 ASSEMBLY DR
Permit Type: COMM. REPAIRS **Structure:** ASSEMBLY INN **Cost Est:** 15000
Property Owner: MOUNTAIN RETREAT ASSOC **PIN:** 071096514400000-AI

Combo Basic Report

Permits for 05/01/2015 **to** 05/31/2015 **Report Date** 06/02/2015

Source: Building **Permit:** U2012-5058 **Date Issued:** 05/01/2015 **Permit Expires:** 11/01/2015 **ID:** 100298-B000562
Applicant: JAMES KEENAN **Location:** 159 VIRGINIA RD
Permit Type: RES. IMPROVEMENTS **Structure:** EXISTING HOME **Cost Est:** 26000
Property Owner: DAVID R BITZER **PIN:** 071075183100000

Source: Mechanical **Permit:** U2012-5059 **Date Issued:** 05/01/2015 **Permit Expires:** 11/01/2015 **ID:** 100130-M000208
Applicant: THOMPSON MECHANICAL, INC.: **Location:** 121 ASSEMBLY DR
Permit Type: ADD OR EXT. DUCT **Structure:** EXISTING SFR/RENTAL **Cost Est:** 0
Property Owner: JAMES L FIELD **PIN:** 071064669800000

Source: Building **Permit:** U2012-5060 **Date Issued:** 05/01/2015 **Permit Expires:** 04/30/2016 **ID:** 100013-B000563
Applicant: DSH CONSTRUCTION LLC: HENSLEY **Location:** 215 ALABAMA TERRACE
Permit Type: RES. REPAIRS **Structure:** EXISTING HOME **Cost Est:** 9500
Property Owner: MARGARET B. & WILLIAM H. BAUER **PIN:** 071086525000000

Source: Building **Permit:** U2012-5061 **Date Issued:** 05/04/2015 **Permit Expires:** 05/04/2016 **ID:** 100036-B000564
Applicant: AARON VOIGT: VOIGT AARON **Location:** 102 KANAWHA DR
Permit Type: SINGLE FAMILY RES **Structure:** NEW SINGLE FAMILY **Cost Est:** 200000
Property Owner: DOUGLAS M. & MARCIA C. BROCK **PIN:** 071054043600000

Source: Building **Permit:** U2012-5062 **Date Issued:** 05/07/2015 **Permit Expires:** 05/06/2016 **ID:** 100165-B000565
Applicant: EWING & MCCONNAUGHY, INC.: **Location:** 133 JOHN KNOX RD
Permit Type: RETAINING WALL **Structure:** EXISTING HOME **Cost Est:** 28000
Property Owner: J PETER VAN DORSTEN **PIN:** 071066406700000

Source: Plumbing **Permit:** U2012-5063 **Date Issued:** 05/08/2015 **Permit Expires:** 12/08/2015 **ID:** 100901-P000119
Applicant: ALL PRO PLUMBING: CHANDLEY **Location:** 351 FLORIDA TER
Permit Type: REPLACE WATER **Structure:** EXISTING HOME **Cost Est:** 0
Property Owner: FRANCIS M BURRISS **PIN:** 072015467300000

Source: Plumbing **Permit:** U2012-5064 **Date Issued:** 05/08/2015 **Permit Expires:** 11/08/2015 **ID:** 100029-P000120
Applicant: DEWEY H. BARTLETT PLUMBING **Location:** 523 KENTUCKY RD
Permit Type: REPLACE WATER LINE **Structure:** EXISTING HOME **Cost Est:** 0
Property Owner: HAROLD P HOPE JR **PIN:** 072018353800000

Source: Building **Permit:** U2012-5065 **Date Issued:** 05/11/2015 **Permit Expires:** 05/10/2016 **ID:** 100854-B000566
Applicant: PRECISION RESTORATION SERVICES **Location:** 214 TENNESSEE RD
Permit Type: RES. REPAIRS **Structure:** EXISTING HOME/RENTAL **Cost Est:** 37000
Property Owner: JOYCE N DORTCH **PIN:** 071085267900000

Source: Building **Permit:** U2012-5066 **Date Issued:** 05/12/2015 **Permit Expires:** 11/12/2015 **ID:** 200100-B000567
Applicant: WADE D. & SUSIE W. BURNS **Location:** SAMUEL B. LINCOLN'S WAY
Permit Type: ACCESSORY **Structure:** CAMPING CABOOSE **Cost Est:** 9000
Property Owner: WADE D. & SUSIE W. BURNS **PIN:** 072112525300000

Fee Detail Subsort Report

Report for 04/01/2015 **to** 05/31/2015

Sorted by Permit Number

Report Date 06/02/2015

Source	Permit	Date	Permit Type	Fee Type	Account	Fee Amount	Surcharge
Mechanical	U2012-5052	04/06/2015	GAS	GAS		$75.00	
Item Count	1				**Fee Totals**	**$75.00**	
Project	U2012-5053	04/10/2015	RESIDENTIAL	RES. GRADING		$150.00	
Item Count	1				**Fee Totals**	**$150.00**	
Plumbing	U2012-5054	04/14/2015	REPLACE WATER	PLUMBING		$100.00	
Item Count	1				**Fee Totals**	**$100.00**	
Building	U2012-5055	04/23/2015	DECK ADDITION	ELECTRICAL		$100.00	
Building	U2012-5055	04/23/2015	DECK ADDITION	BUILDING		$144.00	
Item Count	2				**Fee Totals**	**$244.00**	
Building	U2012-5056	04/24/2015	DECK ADDITION	ELECTRICAL		$100.00	
Item Count	1				**Fee Totals**	**$100.00**	
Plumbing	U2012-5057	04/27/2015	REPLACE SEWER	PLUMBING		$100.00	
Item Count	1				**Fee Totals**	**$100.00**	
Building	U2012-5058	05/01/2015	RES.	PERMIT		$156.00	
Building	U2012-5058	05/01/2015	RES.	PLUMBING		$100.00	
Building	U2012-5058	05/01/2015	RES.	ELECTRICAL		$100.00	
Item Count	3				**Fee Totals**	**$356.00**	
Mechanical	U2012-5059	05/01/2015	ADD OR EXT.	MECHANICAL		$100.00	
Item Count	1				**Fee Totals**	**$100.00**	
Building	U2012-5060	05/01/2015	RES. REPAIRS	RES. REPAIRS		$57.00	
Item Count	1				**Fee Totals**	**$57.00**	
Building	U2012-5062	05/07/2015	RETAINING	ENG. RETAINING		$300.00	
Item Count	1				**Fee Totals**	**$300.00**	
Plumbing	U2012-5063	05/08/2015	REPLACE WATER	PLUMBING		$100.00	
Item Count	1				**Fee Totals**	**$100.00**	
Plumbing	U2012-5064	05/08/2015	REPLACE WATER	PLUMBING		$100.00	
Item Count	1				**Fee Totals**	**$100.00**	
Building	U2012-5065	05/11/2015	RES. REPAIRS	PLUMBING		$100.00	
Building	U2012-5065	05/11/2015	RES. REPAIRS	RES. REPAIRS		$222.00	
Building	U2012-5065	05/11/2015	RES. REPAIRS	ELECTRICAL		$100.00	

Fee Detail Subsort Report

Report for 04/01/2015 **to** 05/31/2015

Sorted by Permit Number

Report Date 06/02/2015

Source	Permit	Date	Permit Type	Fee Type	Account	Fee Amount	Surcharge
Building	U2012-5065	05/11/2015	RES. REPAIRS	MECHANICAL		$100.00	
Item Count	4				**Fee Totals**	**$522.00**	
Building	U2012-5066	05/12/2015	ACCESSORY	RELOCATION		$54.00	
Building	U2012-5066	05/12/2015	ACCESSORY	ELECTRICAL		$100.00	
Item Count	2				**Fee Totals**	**$154.00**	
Mechanical	U2012-5067	05/12/2015	INSTALL E.R.V.	MECHANICAL		$100.00	
Item Count	1				**Fee Totals**	**$100.00**	
Electrical	U2012-5068	05/21/2015	REPAIR	ELECTRICAL		$100.00	
Item Count	1				**Fee Totals**	**$100.00**	
Mechanical	U2012-5069	05/21/2015	CHANGE OUT	MECHANICAL		$100.00	
Item Count	1				**Fee Totals**	**$100.00**	
Item Count	24				**Fee Totals**	$2,758.00	

Fee Detail Subsort Report

Report for 04/01/2014 **to** 05/31/2014

Sorted by Permit Number

Report Date 06/02/2015

Source	Permit	Date	Permit Type	Fee Type	Account	Fee Amount	Surcharge
Mechanical	U2012-4931-M	04/11/2014	NEW	INSPECTION FEE		$100.00	
Item Count	1				**Fee Totals**	**$100.00**	
Building	U2012-4952	04/01/2014	RES.	PERMIT		$186.00	
Building	U2012-4952	04/01/2014	RES.	MECHANICAL		$200.00	
Item Count	2				**Fee Totals**	**$386.00**	
Building	U2012-4953	04/01/2014	RES. REPAIRS	PLUMBING		$200.00	
Building	U2012-4953	04/01/2014	RES. REPAIRS	RES. REPAIRS		$300.00	
Building	U2012-4953	04/01/2014	RES. REPAIRS	ELECTRICAL		$200.00	
Building	U2012-4953	04/01/2014	RES. REPAIRS	CERT OF OCC		$60.00	
Item Count	4				**Fee Totals**	**$760.00**	
Building	U2012-4954	04/01/2014	RES. REPAIRS	RES. REPAIRS		$150.00	
Item Count	1				**Fee Totals**	**$150.00**	
Building	U2012-4955	04/04/2014	RES.	PERMIT		$51.00	
Item Count	1				**Fee Totals**	**$51.00**	
Building	U2012-4956	04/07/2014	RES.	PERMIT		$288.00	
Building	U2012-4956	04/07/2014	RES.	HR FUND		$10.00	
Building	U2012-4956	04/07/2014	RES.	PLUMBING		$200.00	
Building	U2012-4956	04/07/2014	RES.	MECHANICAL		$100.00	
Building	U2012-4956	04/07/2014	RES.	ELECTRICAL		$200.00	
Item Count	5				**Fee Totals**	**$798.00**	
Mechanical	U2012-4957	04/08/2014	CHANGE OUT	MECHANICAL		$100.00	
Item Count	1				**Fee Totals**	**$100.00**	
Mechanical	U2012-4958	04/10/2014	CHANGE OUT	MECHANICAL		$100.00	
Mechanical	U2012-4958	04/10/2014	CHANGE OUT	ELECTRICAL		$100.00	
Item Count	2				**Fee Totals**	**$200.00**	
Building	U2012-4960	04/17/2014	RES.	ELECTRICAL		$100.00	
Building	U2012-4960	04/17/2014	RES.	PERMIT		$132.00	
Item Count	2				**Fee Totals**	**$232.00**	
Building	U2012-4961	04/29/2014	COMM. REPAIRS	COMM. REPAIRS		$380.00	
Building	U2012-4961	04/29/2014	COMM. REPAIRS	ADJUSTMENT		$-80.00	
Item Count	2				**Fee Totals**	**$300.00**	
Mechanical	U2012-4962	04/30/2014	NEW	ELECTRICAL		$200.00	
Mechanical	U2012-4962	04/30/2014	NEW	MECHANICAL		$100.00	

Fee Detail Subsort Report

Report for 04/01/2014 **to** 05/31/2014

Sorted by Permit Number

Report Date 06/02/2015

Source	Permit	Date	Permit Type	Fee Type	Account	Fee Amount	Surcharge
Item Count	**2**				**Fee Totals**	**$300.00**	
Building	U2012-4963	05/12/2014	COMMERCIAL	COMM.		11,723.87	
Building	U2012-4963	05/12/2014	COMMERCIAL	ELECTRICAL		$200.00	
Building	U2012-4963	05/12/2014	COMMERCIAL	PLUMBING		$200.00	
Building	U2012-4963	05/12/2014	COMMERCIAL	MECHANICAL		$200.00	
Building	U2012-4963	05/12/2014	COMMERCIAL	CERT OF OCC		$150.00	
Item Count	**5**				**Fee Totals**	**$12,473.87**	
Electrical	U2012-4964	05/12/2014	REPAIR	ELECTRICAL		$100.00	
Item Count	**1**				**Fee Totals**	**$100.00**	
Building	U2012-4966	05/20/2014	RES.	ADJUSTMENT		$14.04	
Building	U2012-4966	05/20/2014	RES.	PERMIT		$35.96	
Building	U2012-4966	05/20/2014	RES.	ELECTRICAL		$100.00	
Item Count	**3**				**Fee Totals**	**$150.00**	
Mechanical	U2012-4968	05/22/2014	CHANGE OUT	MECHANICAL		$100.00	
Item Count	**1**				**Fee Totals**	**$100.00**	
Plumbing	U2012-4969	05/23/2014	REPLACE SEWER	PLUMBING		$100.00	
Item Count	**1**				**Fee Totals**	**$100.00**	
Building	U2012-4970	05/23/2014	COMMERCIAL	COMMERCIAL		$300.00	
Item Count	**1**				**Fee Totals**	**$300.00**	
Plumbing	U2012-4971	05/23/2014	PLUMBING	PLUMBING		$100.00	
Item Count	**1**				**Fee Totals**	**$100.00**	
Item Count	**36**				**Fee Totals**	$16,700.87	

Fee Detail Subsort Report

Report for 04/01/2013 **to** 05/31/2013

Sorted by Permit Number

Report Date 06/02/2015

Source	Permit	Date	Permit Type	Fee Type	Account	Fee Amount	Surcharge
Building	U2012-4767-A	04/24/2013	RES. REPAIRS	RES. REPAIRS		$46.80	
Building	U2012-4767-A	04/24/2013	RES. REPAIRS	HR FUND		$10.00	
Item Count	2				**Fee Totals**	**$56.80**	
Building	U2012-4831	04/01/2013	COMM. REPAIRS	ADJUSTMENT		$-100.00	
Building	U2012-4831	04/01/2013	COMM. REPAIRS	COMM. REPAIRS		$600.00	
Item Count	2				**Fee Totals**	**$500.00**	
Building	U2012-4833	04/10/2013	COMMERCIAL	COMMERCIAL		$300.00	
Item Count	1				**Fee Totals**	**$300.00**	
Building	U2012-4834	04/10/2013	COMMERCIAL	COMMERCIAL		$300.00	
Item Count	1				**Fee Totals**	**$300.00**	
Building	U2012-4835	04/17/2013	RES.	PERMIT		$54.00	
Building	U2012-4835	04/17/2013	RES.	PLUMBING		$100.00	
Building	U2012-4835	04/17/2013	RES.	ELECTRICAL		$100.00	
Building	U2012-4835	04/17/2013	RES.	HR FUND		$10.00	
Item Count	4				**Fee Totals**	**$264.00**	
Building	U2012-4836	04/17/2013	COMM. REPAIRS	COMM. REPAIRS		$880.00	
Building	U2012-4836	04/17/2013	COMM. REPAIRS	ADJUSTMENT		$-105.75	
Item Count	2				**Fee Totals**	**$774.25**	
Building	U2012-4837	04/22/2013	RES.	HR FUND		$10.00	
Building	U2012-4837	04/22/2013	RES.	PERMIT		$171.00	
Item Count	2				**Fee Totals**	**$181.00**	
Building	U2012-4838	04/24/2013	RES.	HR FUND		$10.00	
Building	U2012-4838	04/24/2013	RES.	PERMIT		$48.00	
Item Count	2				**Fee Totals**	**$58.00**	
Building	U2012-4839	04/24/2013	RES.	PERMIT		$53.40	
Building	U2012-4839	04/24/2013	RES.	ELECTRICAL		$100.00	
Building	U2012-4839	04/24/2013	RES.	HR FUND		$10.00	
Item Count	3				**Fee Totals**	**$163.40**	
Building	U2012-4840	04/24/2013	RETAINING	PERMIT		$100.00	
Item Count	1				**Fee Totals**	**$100.00**	
Plumbing	U2012-4841	04/29/2013	PLUMBING	PLUMBING (X2)		$200.00	

Fee Detail Subsort Report

Report for 04/01/2013 **to** 05/31/2013

Sorted by Permit Number

Report Date 06/02/2015

Source	Permit	Date	Permit Type	Fee Type	Account	Fee Amount	Surcharge
Item Count	1				**Fee Totals**	$200.00	
Electrical	U2012-4842	04/29/2013	ADD	ELECTRICAL		$100.00	
Item Count	1				**Fee Totals**	$100.00	
Electrical	U2012-4842-F	05/22/2013	ADD BRANCH	ELECTRICAL		$100.00	
Item Count	1				**Fee Totals**	$100.00	
Building	U2012-4843	04/30/2013	RES. REPAIRS	RES. REPAIRS		$48.00	
Item Count	1				**Fee Totals**	$48.00	
Building	U2012-4844	04/30/2013	RES. REPAIRS	PLUMBING		$100.00	
Building	U2012-4844	04/30/2013	RES. REPAIRS	RES. REPAIRS		$50.00	
Item Count	2				**Fee Totals**	$150.00	
Electrical	U2012-4845	05/01/2013	ADD	ELECTRICAL		$100.00	
Item Count	1				**Fee Totals**	$100.00	
Mechanical	U2012-4846	05/06/2013	ADD HEAT PUMP	ELECTRICAL		$100.00	
Mechanical	U2012-4846	05/06/2013	ADD HEAT PUMP	MECHANICAL		$100.00	
Item Count	2				**Fee Totals**	$200.00	
Building	U2012-4848	05/10/2013	COMM.	COMM.		$340.00	
Item Count	1				**Fee Totals**	$340.00	
Building	U2012-4849	05/10/2013	RES.	PERMIT		$84.00	
Item Count	1				**Fee Totals**	$84.00	
Mechanical	U2012-4850	05/13/2013	NEW	ELECTRICAL		$100.00	
Mechanical	U2012-4850	05/13/2013	NEW	MECHANICAL		$100.00	
Item Count	2				**Fee Totals**	$200.00	
Electrical	U2012-4851	05/16/2013	ADD BRANCH	ELECTRICAL		$300.00	
Item Count	1				**Fee Totals**	$300.00	
Electrical	U2012-4852	05/16/2013	ADD BRANCH	ELECTRICAL		$100.00	
Item Count	1				**Fee Totals**	$100.00	
Plumbing	U2012-4853	05/16/2013	REPLACE WATER	PLUMBING		$100.00	
Plumbing	U2012-4853	05/16/2013	REPLACE WATER	GAS		$75.00	

Fee Detail Subsort Report

Report for 04/01/2013 **to** 05/31/2013

Sorted by Permit Number

Report Date 06/02/2015

Source	Permit	Date	Permit Type	Fee Type	Account	Fee Amount	Surcharge
Item Count 2					**Fee Totals**	**$175.00**	
Building	U2012-4854	05/24/2013	COMMERCIAL	COMMERCIAL		$584.40	
Item Count 1					**Fee Totals**	**$584.40**	
Electrical	U2012-4856	05/24/2013	ADD BRANCH	ELECTRICAL		$100.00	
Item Count 1					**Fee Totals**	**$100.00**	
Item Count 39					**Fee Totals**	$5,478.85	

Last Inspect Records

Report for 05/01/2015 **to** 05/31/2015

Report Date 06/02/2015

Permit	Location	Applicant	Permit Type	Insp Detail	Source	Last Insp	Time	Result	Next Insp	Who
U2012-5051	238 TEXAS SPUR RD	N. BRUCE	RETAINING	WALL	Building	05/01/2015	12:45 PM	APPROVED	/ /	DEC
U2012-5051	238 TEXAS SPUR RD	N. BRUCE	RETAINING	ENG. WALL	Building	05/04/2015	4:30 PM	APPROVED	/ /	DEC
U2012-5056	114 KANAWHA DR	RIDDLES FIX-ALL	DECK ADDITION	FOOTING	Building	05/05/2015	2:30 PM	APPROVED	/ /	DEC
U2012-5035	531 CALVIN TRL	DSH	RETAINING	FOOTING	Building	05/05/2015	3:15 PM	APPROVED	/ /	DEC
U2012-5036	314 NORTH CAROLINA	EWING &	RES. REPAIRS	STRUCTURAL	Building	05/07/2015	3:30 PM	FAILED	/ /	DEC
U2012-5041	310 TEXAS RD	DSH	RETAINING	STEEL	Building	05/08/2015	11:00 AM	APPROVED	/ /	DEC
U2012-5058	159 VIRGINIA RD	JAMES KEENAN	RES.	FOOTING	Building	05/08/2015	1:30 PM	APPROVED	/ /	DEC
U2012-5060	215 ALABAMA TERRACE	DSH	RES. REPAIRS	FOOTING	Building	05/08/2015	4:00 PM	APPROVED	/ /	DEC
U2012-4968	125 VIRGINIA RD	WHITE &	CHANGE OUT	MECH.	Mechanical	05/11/2015	10:00 AM	FAILED	/ /	DEC
U2012-5051	238 TEXAS SPUR RD	N. BRUCE	RETAINING	2ND TERRACE	Building	05/11/2015	12:00 PM	APPROVED	/ /	DEC
U2012-5063	351 FLORIDA TER	ALL PRO	REPLACE WATER	PLUMBING/FUEL	Plumbing	05/12/2015	2:30 PM	APPROVED	/ /	DEC
U2012-5040	427 WEST VIRGINIA TER	WHITE &	CHANGE OUT	MECHANICAL	Mechanical	05/12/2015	3:00 PM	APPROVED	/ /	DEC
U2012-5041	310 TEXAS RD	DSH	RETAINING	RETNG. WALL	Building	05/13/2015	12:00 PM	APPROVED	/ /	DA
U2012-5059	121 ASSEMBLY DR	THOMPSON	ADD OR EXT.	MECHANICAL	Mechanical	05/14/2015	09:15 AM	APPROVED	/ /	DEC
U2012-5058	159 VIRGINIA RD	JAMES KEENAN	RES.	FOOTING	Building	05/14/2015	09:30 AM	APPROVED	/ /	DEC
U2012-5047	130 EASTMINSTER TER	HAYNES HEATING	CHANGE OUT	MECH.	Mechanical	05/15/2015	10:00 AM	APPROVED	/ /	DEC
U2012-5056	114 KANAWHA DR	RIDDLES FIX-ALL	DECK ADDITION	FRAMING	Building	05/15/2015	11:00 AM	FAILED	/ /	DEC
U2012-5058	159 VIRGINIA RD	JAMES KEENAN	RES.	SLAB PLUMBING	Building	05/15/2015	11:30 AM	APPROVED	/ /	DEC
U2012-5058	159 VIRGINIA RD	JAMES KEENAN	RES.	SLAB PREP. INSP.	Building	05/18/2015	12:00 PM	APPROVED	/ /	DEC
U2012-5038	400-B ASSEMBLY	H & M	COMM. REPAIRS	FRAMING DETAIL	Building	05/19/2015	11:30 AM	FAILED	/ /	DEC
U2012-5038	400-B ASSEMBLY	H & M	COMM. REPAIRS	FRMNG.	Building	05/20/2015	10:30 AM	APPROVED	/ /	DA
U2012-5056	114 KANAWHA DR	RIDDLES FIX-ALL	DECK ADDITION	FOOTING	Building	05/21/2015	09:30 AM	APPROVED	/ /	DEC
U2012-5068	185 MISSISSIPPI RD	ALEXANDER A.	REPAIR	ELECTRICAL INSP.	Electrical	05/22/2015	11:30 AM	APPROVED	/ /	DEC
U2012-5023	226 NORTH CAROLINA	CHARLOTTE	RES.	ELECTRICAL	Building	05/28/2015	10:30 AM	APPROVED	/ /	DA
U2012-5023	226 NORTH CAROLINA	CHARLOTTE	RES.	BUILDING FINAL	Building	05/28/2015	10:45 AM	APPROVED	/ /	DA
U2012-5023	226 NORTH CAROLINA	CHARLOTTE	RES.	PLUMBING FINAL	Building	05/28/2015	11:00 AM	APPROVED	/ /	DA
U2012-5055	101 SHENANDOAH TER	EWING &	DECK ADDITION	FOOTING	Building	05/28/2015	2:00 PM	APPROVED	/ /	DA

Inspection Count 27

Packet Page 83

TOWN OF MONTREAT BOARD OF COMMISSIONERS
REQUEST FOR BOARD ACTION
Meeting Date: June 11, 2015

SUBJECT: Resolution Confirming Assessment Roll and Levying Assessments – Upper Kentucky Road Phase 1 Neighborhood Assessment Project

AGENDA INFORMATION:

Agenda Location: Old Business
Item Number: A
Department: Administration
Contact: Ron Nalley, Town Administrator
Presenter: Ron Nalley, Town Administrator

BRIEF SUMMARY: The Board adopted a Resolution in December 2010 directing that the Upper Kentucky Road Phase 1 Neighborhood Utility Assessment be undertaken to extend public water and sewer utilities to the Upper Kentucky Road area, with the total project costs to be assessed equally against each benefitted real property on a per lot basis. The project has now been completed, and all project costs that will be included in the assessment amount have been tabulated. At April's Town Council Meeting, the Board adopted a Resolution declaring the final cost of the project, ordering preparation of a preliminary assessment roll and setting a date and time for a Public Hearing on this issue. All affected property owners were notified pursuant to current statutory procedures. Following any comments heard during next week's Public Hearing or any requests from property owners who wish to be exempted from the assessment costs, the Board may choose to adopt a final assessment roll for this project or defer that decision until the July Town Council Meeting.

RECOMMENDED MOTION AND REQUESTED ACTIONS: To adopt Resolution #15-06-01 Confirming Assessment Roll and Levying Assessments – Upper Kentucky Road Phase 1 Neighborhood Assessment Project

FUNDING SOURCE: Capital Outlay – Financing Agreement, Special Assessment

ATTACHMENTS: Resolution #15-06-01; draft Preliminary Assessment Roll, Map of Proposed Assessment Area

STAFF COMMENTS AND RECOMMENDATIONS: N.C.G.S. Chapter 160A, Article 10 contains very specific instructions that must be followed in order to assess property owners for public utility extensions. Once the final assessment roll is adopted, it cannot be amended without undertaking a new assessment procedure. Once the final roll is adopted, it will be sent to the Buncombe County Tax Department for collection on the same due date as annual property tax payments.

TOWN OF MONTREAT

P. O. Box 423
Montreat, NC 28757
Tel: (828)669-8002 Fax: (828)669-3810
www.townofmontreat.org

RESOLUTION #15-06-01 CONFIRMING ASSESSMENT ROLL AND LEVYING ASSESSMENTS-UPPER KENTUCKY ROAD PHASE 1 NEIGHBORHOOD UTILITY ASSESSMENT PROJECT

WHEREAS, the Town of Montreat Board of Commissioners has on this day held a public hearing, after due notice as required by law, on the Preliminary Assessment Roll for the Upper Kentucky Road Phase 1 Neighborhood Utility Extension Project; and

WHEREAS, the Board of Commissioners has heard all those present who requested to be heard, and has found the said Assessment Roll to be proper and correct;

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

1. The Assessment Roll for the Upper Kentucky Road Phase 1 Neighborhood Utility Extension Project is hereby declared to be correct, and is hereby confirmed in accordance with G.S. 160A-228, and the assessments shown thereon are hereby levied pursuant to authority granted by G.S. 160A-216, as follows:

Owner(s) Assessed	Number of Benefitted Lots	Amount Assessed
Robert & Carol Eckard	3	$16,520.70
William Goodwin, Jr.	1	$5,506.90
J. Stuart Hume, et. Al.	1	$5,506.90
Gayden R. Jones	1	$5,506.90
Jones Caskey Family Limited Partnership	6	$33,041.41
Shawn & Karen Straight	1	$5,506.90
R.E. McCaskill, III et. Al.	1	$5,506.90
Mountain Retreat Association	16	$88,110.41
Stewart & Liberty Rawson	1	$5,506.90
William Hinson Royall, Jr., et. Al.	1	$5,506.90
Matthew and Kristy Schlichenmaier	1	$5,506.90

2. The Town Clerk is hereby directed to deliver to the Buncombe County Tax Collector the said Assessment Roll, and the Tax Collector is hereby charged with the collection of said assessments in accordance with the procedure established by law.

DRAFT

3. The Buncombe County Tax Collector is hereby directed to publish on the 2nd day of July, 2015 a notice of confirmation of the Assessment Roll, which notice shall set forth the terms of payment of the assessments, with installment payments to become due and payable on succeeding due dates of property tax.

READ, APPROVED AND ADOPTED, this 11th day of June, 2015.

_____
Letta Jean Taylor, Mayor

ATTEST:

I hereby certify this is a true and correct copy of this Resolution, duly adopted by the Town of Montreat on the 11th day of June, 2015, as it appears of record in the official minutes.

_____
Stefan Stackhouse
Deputy Town Clerk

DRAFT

TOWN OF MONTREAT BOARD OF COMMISSIONERS
REQUEST FOR BOARD ACTION
Meeting Date: June 11, 2015

SUBJECT: Resolution Confirming Assessment Roll and Levying Assessments – Upper Kentucky Road Phase 1 Resident Assessment Project

AGENDA INFORMATION:

Agenda Location: Old Business
Item Number: B
Department: Administration
Contact: Ron Nalley, Town Administrator
Presenter: Ron Nalley, Town Administrator

BRIEF SUMMARY: The Board adopted a Resolution in September 2014 directing that the Upper Kentucky Road Phase 1 Resident Utility Assessment be undertaken to extend public water and sewer utilities to the Upper Kentucky Road area, with the total project costs to be assessed equally against each benefitted real property on a per lot basis. The project has now been completed, and all project costs that will be included in the assessment amount have been tabulated. At April's Town Council Meeting, the Board adopted a Resolution declaring the final cost of the project, ordering preparation of a preliminary assessment roll and setting a date and time for a Public Hearing on this issue. All affected property owners were notified pursuant to current statutory procedures. Following any comments heard during next week's Public Hearing or any requests from property owners who wish to be exempted from the assessment costs, the Board may choose to adopt a final assessment roll for this project or defer that decision until the July Town Council Meeting.

RECOMMENDED MOTION AND REQUESTED ACTIONS: To adopt Resolution #15-06-02 Confirming Assessment Roll and Levying Assessments – Upper Kentucky Road Phase 1 Resident Assessment Project

FUNDING SOURCE: Capital Outlay – Financing Agreement, Special Assessment

ATTACHMENTS: Resolution #15-06-02; draft Preliminary Assessment Roll, Map of Proposed Assessment Area

STAFF COMMENTS AND RECOMMENDATIONS: N.C.G.S. Chapter 160A, Article 10 contains very specific instructions that must be followed in order to assess property owners for public utility extensions. Once the final assessment roll is adopted, it cannot be amended without undertaking a new assessment procedure. Once the final roll is adopted, it will be sent to the Buncombe County Tax Department for collection on the same due date as annual property tax payments.

TOWN OF MONTREAT

P. O. Box 423
Montreat, NC 28757
Tel: (828)669-8002 Fax: (828)669-3810
www.townofmontreat.org

RESOLUTION #15-06-02 CONFIRMING ASSESSMENT ROLL AND LEVYING ASSESSMENTS-UPPER KENTUCKY ROAD PHASE 1 RESIDENT UTILITY ASSESSMENT PROJECT

WHEREAS, the Town of Montreat Board of Commissioners has on this day held a public hearing, after due notice as required by law, on the Preliminary Assessment Roll for the Upper Kentucky Road Phase 1 Resident Utility Extension Project; and

WHEREAS, the Board of Commissioners has heard all those present who requested to be heard, and has found the said Assessment Roll to be proper and correct;

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

1. The Assessment Roll for the Upper Kentucky Road Phase 1 Resident Utility Extension Project is hereby declared to be correct, and is hereby confirmed in accordance with G.S. 160A-228, and the assessments shown thereon are hereby levied pursuant to authority granted by G.S. 160A-216, as follows:

Owner(s) Assessed	Number of Benefitted Lots	Amount Assessed
Robert & Carol Eckard	2	$50,754.91
J. Stuart Hume, et. Al.	1	$25,377.45
Shawn & Karen Straight	1	$25,377.45
Matthew and Kristy Schlichenmaier	1	$25,377.45
Hal & Amanda Demarest (Gravel Road Only)	1	$14,465.65

2. The Town Clerk is hereby directed to deliver to the Buncombe County Tax Collector the said Assessment Roll, and the Tax Collector is hereby charged with the collection of said assessments in accordance with the procedure established by law.

3. The Buncombe County Tax Collector is hereby directed to publish on the 2nd day of July, 2015 a notice of confirmation of the Assessment Roll, which notice shall set forth the terms of payment of the assessments, with installment payments to become due and payable on succeeding due dates of property tax.

DRAFT

READ, APPROVED AND ADOPTED, this 11th day of June, 2015.

_____
Letta Jean Taylor, Mayor

ATTEST:

I hereby certify this is a true and correct copy of this Resolution, duly adopted by the Town of Montreat on the 11th day of June, 2015, as it appears of record in the official minutes.

_____
Stefan Stackhouse
Deputy Town Clerk

DRAFT

TOWN OF MONTREAT BOARD OF COMMISSIONERS
REQUEST FOR BOARD ACTION

Meeting Date: June 11, 2015

SUBJECT: Property & Liability Insurance Renewal – NC Interlocal Risk Management Agency

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: B
Department: Administration
Contact: Stefan Stackhouse, Finance Officer
Presenter: Stefan Stackhouse, Finance Officer

BRIEF SUMMARY: The Town participates in the N.C. Interlocal Risk Management Agency for our Property and Liability Insurance. The preliminary renewal for FYE 2016 has been received and is $20,713.00. This is a 3% increase from our FYE 15 premium of $19,944.

RECOMMENDED MOTION AND REQUESTED ACTIONS: To approve the Property and Liability Insurance renewal from the N.C. Interlocal Risk Management Agency in the amount of $20,713.00 and to authorize the Town Administrator and Finance Officer to execute the necessary contract documents.

FUNDING SOURCE: General Fund – Public Buildings

ATTACHMENTS: Insurance renewal proposal

ADMINISTRATOR'S COMMENTS AND RECOMMENDATIONS: None

Interlocal Risk Financing Fund of North Carolina

Property and Liability Insurance Trust administered by the NC League of Municipalities

COVERAGE PROPOSAL SUMMARY

NAMED INSURED	Town of Montreat PO Box 423 Montreat, NC 28757
POLICY PERIOD	7/1/2015 to 7/1/2016 At 12:01 A.M. Standard Time at the address of the Named Insured
POLICY NUMBER	PL-26036-2015-00

Coverage for the individual coverages is afforded by this proposal only if indicated with an (X) in the checkbox for the selected coverage.

COVERAGE	LIMITS		DEDUCTIBLES	PREMIUM
GENERAL LIABILITY COVERAGES				$3,268
(X) General Liability	2,000,000	Per Occurrence	0	
( ) Premises Medical Payments		Per Person		
( ) No Fault Sewer Backup		Per Occurrence		
		Aggregate		
( ) No Fault Electrical Surge		Per Occurrence		
		Aggregate		
EMPLOYEE BENEFITS LIABILITY				$25
(X) Employee Benefits Liability	1,000,000	Each Claim	1,000	
PUBLIC OFFICIALS LIABILITY (Claims Made)				$1,300
(X) Public Officials Liability	2,000,000	Each Claim	10,000	
	3,000,000	Annual Aggregate		
EMPLOYMENT PRACTICES LIABILITY (Claims Made)				$1,100
(X) Employment Practices Liability	2,000,000	Each Claim	10,000	
	3,000,000	Annual Aggregate		
POLICE PROFESSIONAL LIABILITY				$2,836
(X) Police Professional Liability	2,000,000	Each Occurrence	2,500	
	3,000,000	Annual Aggregate		
LIQUOR LIABILITY				Coverage Not
( ) Liquor Liability		Each Common Cause		Provided
PROPERTY COVERAGES				$1,383
(X) Blanket Buildings & Personal Property	1,749,850	Total Insured Values	1,000	
( ) Builders Risk				
( ) Excess Valuable Papers		Excess Limit		
( ) Excess Accounts Receivable		Excess Limit		
INLAND MARINE COVERAGES				$1,354
(X) Municipal Equipment	217,446	Refer to Schedule	500	
(X) Computer Equipment & Media	110,410	Refer to Schedule	1,000	
( ) Portable Equipment		Refer to Schedule		
(X) Fine Arts	50,000	Refer to Schedule	1,000	
( ) Scheduled Animal		Refer to Schedule		
CRIME COVERAGES				$215
(X) Employee Dishonesty	50,000	Per Occurence	250	
(X) Forgery & Alteration	50,000	Per Occurence	250	
(X) Inside the Premises - Theft of Money or Securities	5,000	Per Occurence	250	
(X) Outside the Premises	5,000	Per Occurence	250	
( ) Public Officials Bond				
AUTOMOBILE COVERAGES				$6,702
(X) Auto Liability	2,000,000	Each Accident	0	
(X) Non-Owned & Hired			0	
(X) Uninsured/Underinsured Motorists	1,000,000	Each Accident	0	
( ) Impounded Auto Comprehensive		Each Accident		
( ) Impounded Auto Collision		Each Accident		
( ) Garage Liability		Each Accident		
( ) Garagekeepers Comprehensive		Each Accident		
( ) Garagekeepers Collision		Each Accident		
AUTOMOBILE PHYSICAL DAMAGE COVERAGES				$2,530
(X) Auto Physical Damage Comprehensive	447,082	Total Insured Values	Refer to Schedule	
(X) Auto Physical Damage Collision	447,082	Total Insured Values	Refer to Schedule	
(X) Hired Auto Physical Damage Comprehensive			500	
(X) Hired Auto Physical Damage Collision			500	
TOTAL PREMIUM				$20,713
Less INCENTIVE CREDIT				$0
NET PREMIUM				$20,713

05/28/2015

Town Council & Mayor
Town of Montreat
P.O. Box 423
Montreat, NC 28757

May 19, 2015

Dear Mayor and Town Council:

Please find attached my application for the Planning and Zoning Commission. It would be my pleasure and honor to serve on this advisory board should a vacancy arise.

My husband and I recently built our home in Montreat and we have lived in the community since the fall of 2007. After eight years, it is now time for me to give back to this little town that I have enjoyed so much.

Regards,

Anne Seaman

Anne Seaman
P.O. Box 925
Montreat

TOWN OF MONTREAT

P. 0. Box423
Montreat, NC 28757
Tel: (828)669-8002 Fax: (828)669-3810
www.townofmontreatorg

ADVISORY BOARD/COMMITTEE MEMBERSHIP APPLICATION

Full Legal Name: Seaman Lisa (Anne) Moseley

Physical Address: 425 Appalachian Way

Mailing Address: P.O. Box 925

Home Phone: 828-669-3631 **Alternate Phone:**

Email Contact: seamanhouse@hotmail.com

On which Board or Committee do you wish to serve?

Board of Adjustment

Comprehensive Plan Steering Committee

Montreat Landcare Committee

Open Space Conservation Committee

X Planning and Zoning Commission

Please explain why you want to be a member of this board/committee:

Having recently constructed a home in Montreat, I have become acquainted with the challenges of balancing the need to have a standard of practice for keeping homes safe and the need of each homeowner to develop his/her property to its full potential. I deeply care about both of these issues and want to be part of finding solutions.

Briefly explain what you believe are the three most important issues facing our community at this time and how you believe serving on the selected board/committee can play a role in addressing each issue:

Safety of current structures that are aging, road and pedestrian safety (especially in the summer) and erosion of our topsoil into our creeks and rivers are the top three issues that we as a small community face. I believe that my recent practical experience and my professional training in solving logic problems will be helpful with the planning and zoning of future projects in Montreat.

List any abilities, skills, specialized training or interest you have which are applicable to this board/committee:

My professional experience is in the realm of working with government/public agencies to develop software. Much of my work revolved around listening to clients and getting a full understanding of how their agency worked, what activity looked like day to day, and most especially how exceptions were addressed. Most of my work dealt with exceptions and unintended consequences that needed orderly resolutions.

In both my previous paid employment and in my volunteer activities, I have always worked collaboratively with small groups, something that I enjoy. I currently serve on my church's governing board and have chaired the committee charged with communicating information within the church and to the broader community.

Have you ever attended a regularly scheduled meeting of the selected board/committee? Yes.

How much time are you able to devote to fulfill this obligation? 8 -12 hours weekly.

TOWN OF MONTREAT BOARD OF COMMISSIONERS
REQUEST FOR BOARD ACTION

Meeting Date: June 11, 2015

SUBJECT: Copier/Printer/Scanner/Fax Multifunction Device Replacement

AGENDA INFORMATION:

Agenda Location: New Business
Item Number: D
Department: Administration
Contact: Stefan Stackhouse, Finance Officer
Presenter: Stefan Stackhouse, Finance Officer

BRIEF SUMMARY: The Town presently uses a Konica/Minolta BizHub C250 Copier/Printer/Scanner/Fax multifunction device. We have had this unit for ten years, and it is nearing the end of its useful life. We have budgeted $10,000 for replacement this fiscal year. Proposals were solicited for similar, but somewhat faster, machines made by Konica/Minolta, Xerox, Canon, and Ricoh. The proposals are summarized on the attached spreadsheet. The Xerox 7855PT, while not the least expensive to purchase or operate, is also not the most expensive, yet is superior in terms of speed, capacity, capabilities, replacement guarantee, durability, and security features. While all of the others are good copiers that would serve us well and come within our budget, we feel the Xerox is going to best serve our office in the future. This is a purchase qualified under State of North Carolina Contract 600B.

RECOMMENDED MOTION AND REQUESTED ACTIONS: To approve the procurement of a Xerox 7855PT with Professional Finisher from Morris Business Solutions for $7,714 authorize the Finance Officer to execute the necessary documents.

FUNDING SOURCE: General Fund – Public Buildings

ATTACHMENTS: Comparison spreadsheet and Xerox quote

ADMINISTRATOR'S COMMENTS AND RECOMMENDATIONS: None

Town of Montreat
Multifunction Copier/printer/scanner/fax machine replacement
FYE 15

Vendor	Systel	Systel	Systel	Systel	Morris Bus Sol	Adv Bus Eqpt	Avl Offc	Adv Bus Eqpt	Avl Offc
Machine	Ricoh C4503	Konica/Minolt	Konica/Minolt	Ricoh C5503	Xerox 7855PT	Konica/Minolt	Canon C5235A	Konica/Minolt	Canon C5240A
Output	45 ppm	45 ppm	55 ppm	55 ppm	55 ppm	45 ppm	35 ppm	55 ppm	40 ppm
Paper trays	4x550	4 X 500	4 X 500	4x550	3140 sheets	4 X 500	2x550	4 X 500	2x550
Notes:					Heavier duty; hi-capacity finisher with				
Purchase	$ 5,903.00	$ 5,934.00	$ 6,245.00	$ 7,137.00	$ 7,714.00	$ 7,833.90	$ 8,062.00	$ 8,156.90	$ 9,083.00
Contract?	US	State of NC	State of NC	US	State of NC		State of NC		State of NC
Includes	No	No	No	No	Yes ($0), Guarantee replacement 3 yrs	Yes	Yes ($0)	Yes	Yes ($0)
Warranty/rep									
Maint	$ 60.00	$ 60.00	$ 60.00	$ 60.00	$ 73.00	$ 61.75	$ -	$ 61.75	$ -
Copy	7500	7500	7500	7500	30000	20000	0	20000	0
Copy	0	0	0	0	0	0	0	0	0
Overage	$ 0.0080	$ 0.0080	$ 0.0080	$ 0.0080	$ 0.0070	$ 0.0033	$ 0.0100	$ 0.0033	$ 0.0095
Overage	$ 0.0480	$ 0.0480	$ 0.0480	$ 0.0480	$ 0.0490	$ 0.0420	$ 0.0590	$ 0.0420	$ 0.0565
Est total at 3000/1000 mo	$ 108.0000	$ 108.0000	$ 108.0000	$ 108.0000	$ 122.0000	$ 103.7500	$ 89.0000	$ 103.7500	$ 85.0000
Notes					Superior security to CIA/FBI/State		Copy price locked in forever		Copy price locked in forever

Packet Page 95

The financial proposal

Proposed Situation Xerox 7855PT	Color Unit Copy, Print, Scan, Fax 55 Pages Per Minute
Purchase	$6,403 Includes Fax and Office Finisher 2 position stapling
Service	$73.00 Per Month
Includes	30,000 Black and White Prints Per Month
Color Print Charge	$.049 Per Print

Optional
Professional Finisher $1,311
1,500 sheet stacker and 500 sheet top tray,50 sheet multipurpose stapling and hole punch, saddle –stitch booklet maker V-fold

Features
Single touch scanning
55 page per minute printing
160 page per minute scanning
Single pass scanning for 2 sided documents
Fax walk up and internet desk top
Apple Air Print, print from your I Pad
Paper trays hold 3,140 sheets
Adobe postscript
McAfee white listing for internet security
Cisco Trust Sec encryption
Security same as designed for United States State Department, CIA, FBI
Remote access for IT Staff help desk
All parts, labor and toners
Installed by Xerox technician
Service provided by Xerox
Color by word
Single Touch Scanning
Scan to email
Scan to server
Address book for emails, scanning and fax
Mophia allows you to print from your android devices
Hippa compliant
Image overwrite for hard drive cleaning

Price includes removal of current copier and destruction of current hard drive

Why Xerox?

The Total Satisfaction Guarantee

Xerox offers a Total Satisfaction Guarantee that fully protects your decision! Quite simply, it's the best guarantee in the industry.

The Total Satisfaction Guarantee provides that, if you are not totally satisfied with any Xerox equipment, Xerox will, at your request, replace it without charge with an identical model or, at the option of Xerox, a model with comparable features and capabilities. Except for previously-installed equipment, the Total Satisfaction Guarantee is effective for three years following initial equipment delivery, unless the equipment is financed by Xerox for more than three years, in which case the Total Satisfaction Guarantee is effective during the entire term of the Xerox financing.

For previously-installed equipment, the Total Satisfaction Guarantee is effective for one year. The Total Satisfaction Guarantee is not available for equipment acquired for personal, household or family use, and it only applies to equipment that is continuously maintained by Xerox or its authorized representatives under a Xerox warranty or Xerox maintenance plan.

XEROX
TOTAL
SATISFACTION
GUARANTEE

We make this offer to clearly demonstrate that our measure of quality is our Customers' Satisfaction.

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XEROX®, the sphere of connectivity design, and
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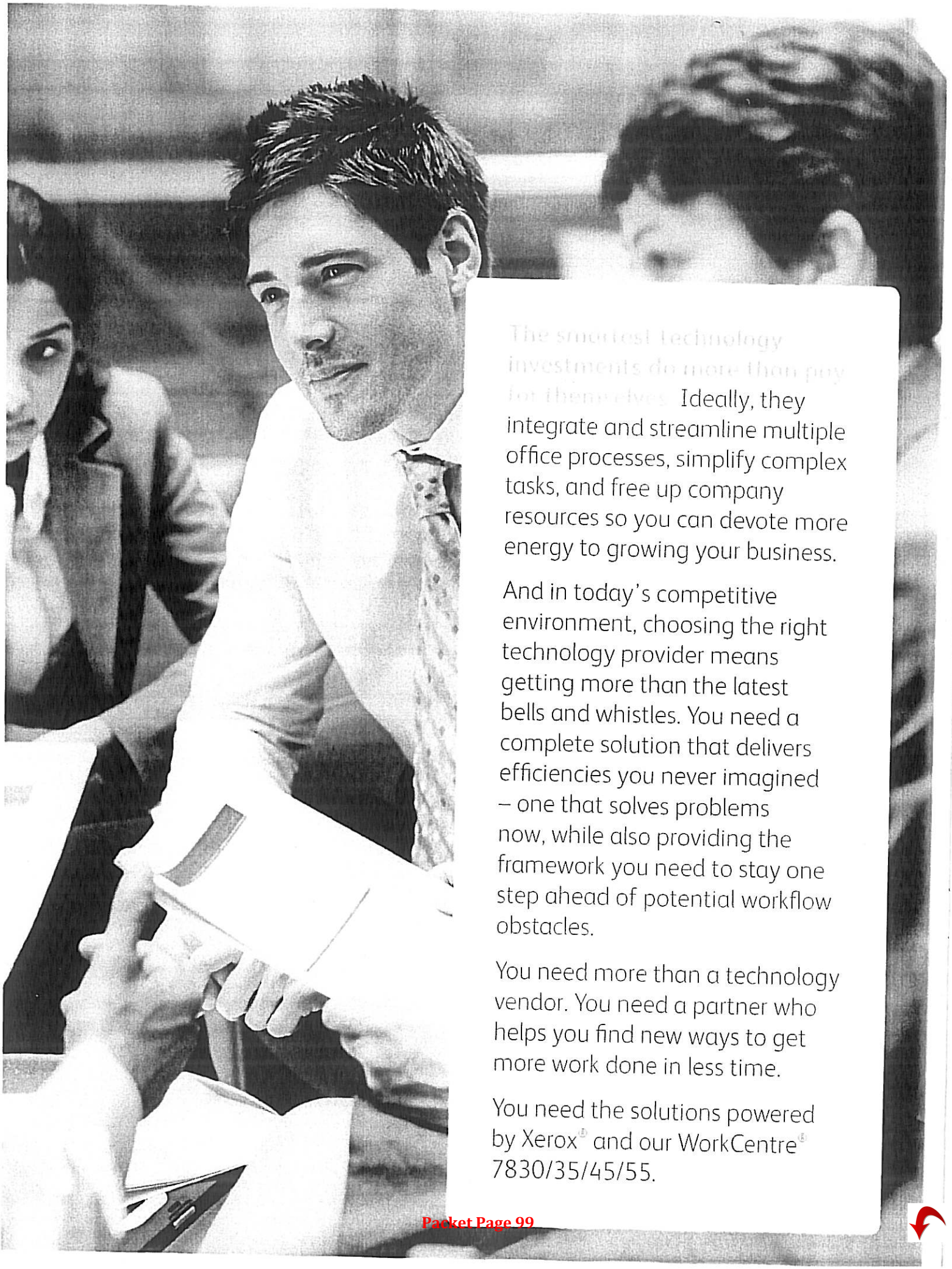
Xerox® WorkCentre® 7800 Series Multifunction Printer

Transform the way you work.

xerox®

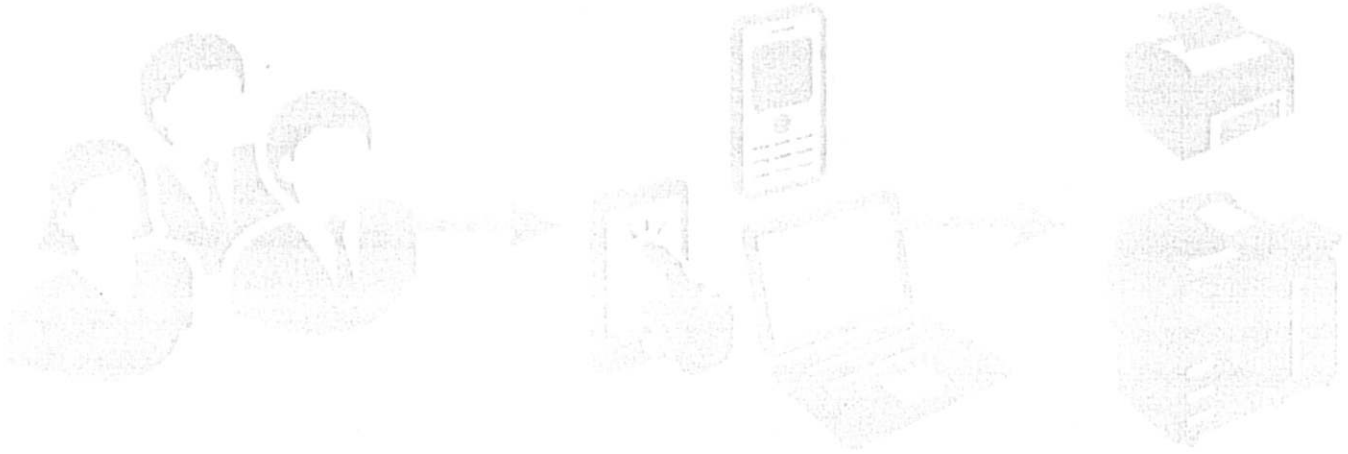


The smartest technology investments do more than pay for themselves. Ideally, they integrate and streamline multiple office processes, simplify complex tasks, and free up company resources so you can devote more energy to growing your business.

And in today's competitive environment, choosing the right technology provider means getting more than the latest bells and whistles. You need a complete solution that delivers efficiencies you never imagined – one that solves problems now, while also providing the framework you need to stay one step ahead of potential workflow obstacles.

You need more than a technology vendor. You need a partner who helps you find new ways to get more work done in less time.

You need the solutions powered by Xerox® and our WorkCentre® 7830/35/45/55.

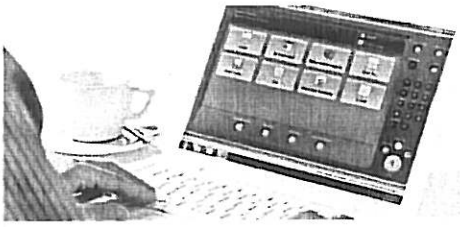


Xerox is here so you can connect anywhere.

Real business is not limited to the workplace. And with Xerox in your office, the freedom of uninhibited mobility empowers the confidence to do what you do best wherever your real business takes you.

When at the workplace, the WorkCentre® 7800 series gives your office staff the luxury of controlling device functions from any workstation. Plus, mobile professionals can stay connected to the communications tools and productivity solutions offered by the WorkCentre 7800 series – for more flexibility regardless of location.

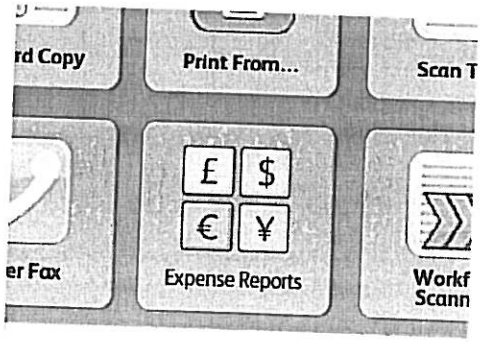
- **Optional Wi-Fi connectivity.** Administrators can connect the WorkCentre 7800 series devices anywhere, without the need for network cabling.
- **Xerox® Mobile Print and more.** Take the mystery and anxiety out of wireless and mobile device printing. Xerox has all the options to enable secure, accurate printing from most mobile devices, to any printer or multifunction printer, regardless of brand. Get industry-leading accuracy when printing native Microsoft® PowerPoint®, Word® and other standard files. Plus, Xerox offers IT-friendly optional capabilities such as PIN code access, multiple mobile operating systems and more. Whether offsite or onsite, learn more about why Xerox is the only choice for today's mobile professionals by visiting
- **Xerox® PrintBack.** When you're working offsite, use PrintBack with your iPhone, iPad or Android-based mobile device to print documents back at your office with the WorkCentre 7800 series.



Remotely operate the WorkCentre 7800 series' control panel from any office PC as though you were standing at the device. The Remote Control Panel makes it easier and more convenient to train users and for IT staff to remotely view and monitor the user interface. And during a remote session, walk-up users are notified at the device to prevent simultaneous system changes. Plus, advanced print drivers and free device management tools let you remotely monitor real-time performance and available resources for greater uptime.

Enabling more time for the work that matters most.

The business world is complex enough – your business processes don't have to be. Xerox gives you the tools and technologies that make it possible to automate common office workflows, to turn challenges into routine tasks, and to greatly simplify the ways in which you share business-critical information.



Single Touch Scanning

Use the Single Touch Scan feature to create a dedicated, easy-to-locate scan button directly on the color touch screen interface. Assign the Single Touch Scan button its own scanning workflow for fast document distribution and archiving.

Easy at Your Point of Need

The brightly illuminated color touch screen provides easy access to a wealth of workflow-optimizing capabilities. Onboard scanning solutions come standard, and require no extra software or middleware: Single Touch Scan; on-box Optical Character Recognition with searchable PDF creation; secure PDF; print from and scan to USB device; Scan to Email, Mailbox, and Network. Plus, single pass scanning simultaneously scans both sides of two-sided documents, while high-compression technology reduces file sizes.

Extend Your Possibilities

Transform the way your organization gets vital work done with the power of Xerox® Workflow Solutions, built on the Xerox® EIP® platform. Whether scanning and managing documents on your office network or a hosted cloud on the Internet, you can access scan workflow solutions right from any WorkCentre® 7800 series device. Plus, EIP Serverless technology allows creation of applications to run on ConnectKey™ MFPs, without the need for additional IT infrastructure.

This allows you to simplify and personalize the usability of your device with a range of capabilities from support applications to scanning.

These are just a few of the many examples of Xerox® Workflow Solutions users can access via the color touch screen interface:

- **Xerox® ConnectKey™ for SharePoint®.** Scan files directly into Microsoft® SharePoint and other Windows® folders. Plus, you'll go beyond basic file storage and PDF creation by automatically converting documents to intelligent, structured data with easy file naming and routing tools.
- **Xerox® ConnectKey Share to Cloud.** Our cloud-based scanning solution provides easy, secure, scalable scanning to popular cloud-based repositories such as Google Docs, SalesForce.com, Office 365 and Dropbox™, using custom-designed workflows that leverage our Xerox® EIP technology.

Learn more about Xerox® Workflow Solutions at www.office.xerox.com/software-solutions.

Unrivaled security for total peace of mind.

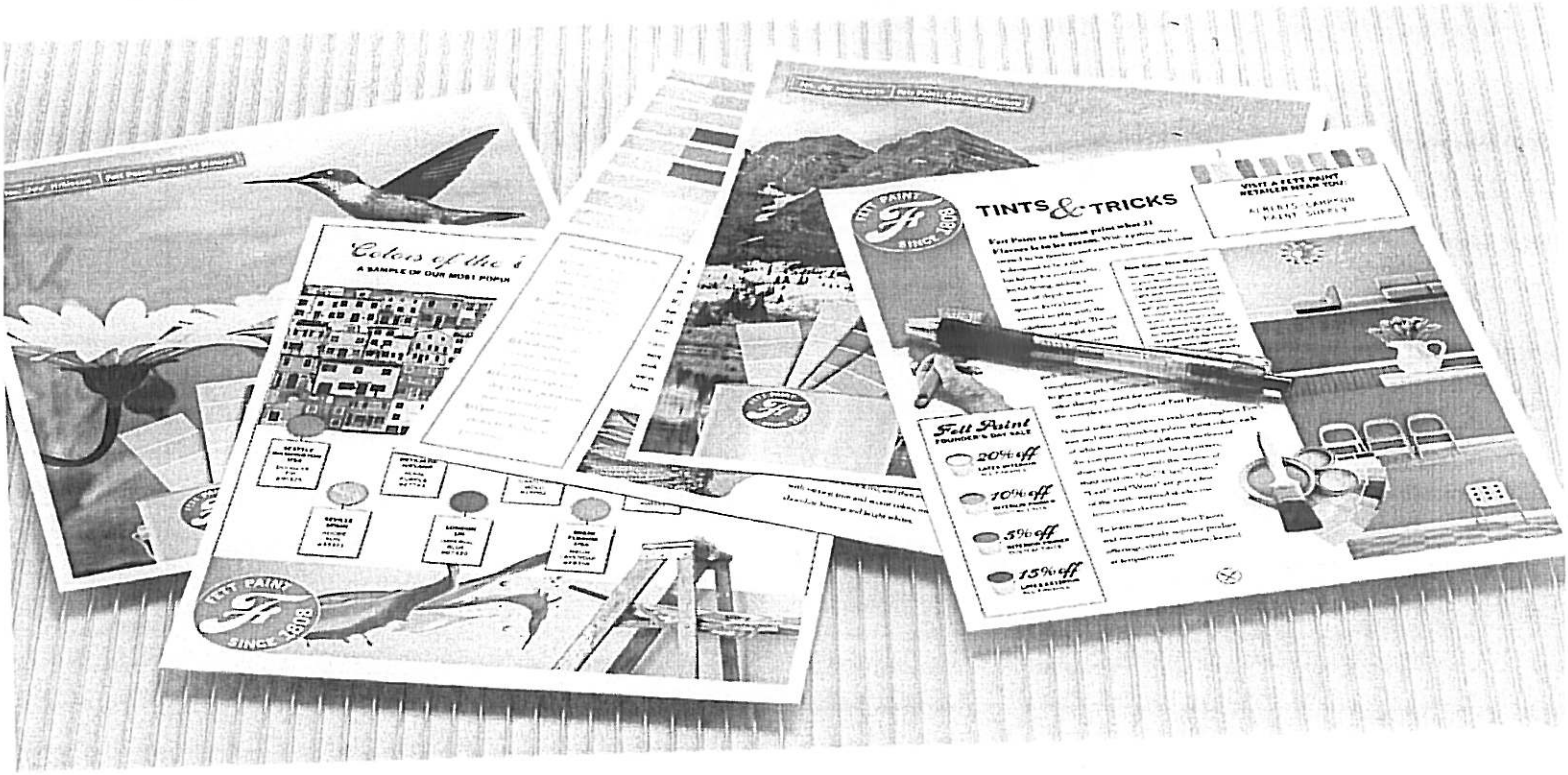
Business data is your company's lifeblood. That's why Xerox engineered the WorkCentre® 7800 series devices with the most complete range of advanced features, technologies, and solutions from security-industry leaders that safeguard your critical information from all potential points of vulnerability.

- **Protect your confidential information.** Safeguard all sensitive data with encrypted PDF files for scanning; complete hard drive encryption, compliant with the 256-bit AES FIPS 140-2 standard; and Image Overwrite with a 3-pass scrub process to ensure total deletion of all data fragments.
- **Prevent unauthorized Access.** Permit only authorized users to access the device with Xerox® user permissions, network authentication, IP filtering, and smart card, role-based and function-level login.
- **Manage threats proactively.** As new threats emerge, Xerox proactively monitors security clearinghouses for new vulnerabilities and provides patches when necessary, ensuring your equipment stays current and your data is kept safe. Plus, you can receive up-to-the-minute updates via RSS feeds and stay informed via
- **Stay compliant with regulations.** WorkCentre 7800 series devices comply with the latest security standards across industries, including government, finance and healthcare. These include Common Criteria (pending), HIPAA, Data Protection Act, COBIT and more. These devices can conform to any standard, with controls available to match your needs.
- **Gain complete visibility.** Prevent IP theft and ensure non-repudiation by having total visibility into the device and network. With security policy management and tracking of all activity on the device with Audit Log, you can know who accessed what, when and details of every interaction with the device.

McAfee CISCO

Xerox® ConnectKey™ MFPs include McAfee® technology integration, resulting in the industry's first lineup of multifunction printers that protect themselves from potential outside threats. McAfee's whitelisting technology ensures only safe, pre-approved files or functions are executed on your devices, minimizing the need to manually update software levels against new security threats. Also, seamless integration with the Xerox® MPS toolset and McAfee ePolicy (ePO) allows for easy tracking and monitoring.

Plus, automatic Cisco® TrustSec Identity Services Engine (ISE) integration provides comprehensive visibility of all ConnectKey MFPs' endpoints to enforce IT-centric security policies and compliance.



Promote your strong image and minimize costs.

The print quality you need to succeed. With the Xerox® WorkCentre® 7800 series multifunction printer, you'll achieve high-impact color documents that impress customers and deliver results – while minimizing costs.

Take Color to a Whole New Level

The Xerox® WorkCentre 7800 series, with advanced Hi-Q LED technology, helps you create professional-looking documents at the touch of a button.

- **High-resolution output, highly impactful documents.** With 1200 x 2400 dpi, photo-quality color images and rich, crisp text, your output always makes a huge impact.
- **Always accurate image quality.** The WorkCentre 7800 series multifunction printer employs advanced print heads with Digital Image Registration Control Technology, which ensures consistently outstanding image registration.
- **Impressive results.** Print brilliant, attention-grabbing images on a variety of stock as large as 12.6 x 19 in. and on paper weights up to 300 gsm, and take advantage of impressive finishing capabilities from saddle-stitch booklets to folded brochures.
- **Harness the power of EFI Fiery®.** Upgrading your WorkCentre 7800 series with an EFI Fiery network server gives you a host of benefits including easy-to-use color management tools, enhanced productivity and security features and flexible workflow tools.
- **Keep your costs under control.** User Permissions allow the ability to restrict access to print features by user, group, time of day, or by application. For example, rules can be set so that all Outlook emails automatically print in duplex mode and in black and white; and all PowerPoint presentations print in color.

Color By Words. Unique Color Control

Have you ever wanted to change the color of one object or area in a printout without affecting the rest of the page? With the Color By Words feature there is no need to go back to square one and manipulate source files. You simply select the desired color modifications from a drop-down list, and Color By Words will adjust your printout.

Original photo not right? Use the Color By Words drop-down list and choose "yellow-green colors a lot more green," and "red colors a lot more vivid." Picture-perfect results.

High Capacity Feeder holds 2,000 sheets of paper. Choose our 2,180-sheet capacity (3 Tray option) or our 3,140-sheet capacity (High-Capacity Tandem Tray option) model, then add our High Capacity Feeder to bring maximum capacity to 5,140 sheets.

Exceptional media flexibility. The WorkCentre 7800 series handles a wider range of media types and weight from more trays than most devices in its class. It supports up to 300 gsm and media sizes up to 12.6 x 19 in.

Print envelopes easily using our optional envelope tray (replaces Tray 1).

Large work surface (included with Convenience Stapler) gives you plenty of room to sort documents.

Dual-head, single pass scanner on the WorkCentre 7845/7855 saves time by simultaneously scanning both sides of two-sided documents at up to 160 impressions per minute.

Office Finisher LX* (not shown) gives you advanced finishing functions at a great value.

Integrated Office Finisher* (not shown) provides 500-sheet stacking and 50-sheet, single-position stapling.

Professional Finisher* adds 50-sheet multiposition stapling, hole punch, V-fold and saddle-stitch booklet making.

* Optional

The WorkCentre 7800 series delivers cutting-edge reductions in energy consumption.

- **EA Toner.** Our EA Toner with ultra low-melt technology achieves minimum fusing temperature at 68 degrees F (20 degrees C) lower than conventional toner for even more energy savings and brilliant glossy output even on ordinary paper.
- **Induction heating.** The newly developed, heat-efficient IH fuser does not require preheating, which helps reduce power consumption in standby mode by 44% compared to a resistance heating device. Plus, the device recovers from sleep mode in less than 10 seconds.
- **LED scanner.** The power consumption of the scanner using LED lighting is 1/3 of traditional scanners using fluorescent lamps.
- **Energy Management.** With Cisco® EnergyWise, enabled by Xerox® Power MIB (Management Information Base), you can control, manage and report your device's power consumption information, and set optimal power states and timeout intervals.
- **Earth-smart printing.** Our innovative new Earth Smart feature allows you to choose the most environmentally sensitive options for your print jobs.

WorkCentre 7800 series multifunction systems are powered by the Xerox® ConnectKey™ Controller. These simple-to-implement systems give you real, practical solutions that easily streamline how you communicate, process and share important information, simplify complex paper-driven tasks, and drive down costs while keeping your data secure. For more information, go to www.xerox.com/connectkey.

	WorkCentre 7830	WorkCentre 7835	WorkCentre 7845	WorkCentre 7855
Speed	Up to 30 ppm color and black-and-white	Up to 35 ppm color and black-and-white	Up to 45 ppm color and black-and-white	Up to 50 ppm color Up to 55 ppm black-and-white
Duty Cycle[1]	Up to 90,000 pages / month	Up to 110,000 pages / month	Up to 200,000 pages / month	Up to 300,000 pages / month
Hard Drive / Processor / Memory	160 GB / 1.2 GHz Dual-core / 2 GB system plus 1 GB page memory			
Connectivity	10/100/1000Base-T Ethernet, High-Speed USB 2.0 direct print, Optional Wi-Fi (with Xerox® USB Wireless Adapter)			
Controller Features	Unified Address Book, Remote Control Panel, Online Support, Configuration Cloning			
Optional Controller	EFI Server, EFI Productivity Bundle, EFI Ethernet Hub			
Copy and Print Resolution	Up to 1200 x 2400 dpi image quality (Print and Copy Output)			
First-print-out Time (as fast as)	9 seconds color / 7.7 seconds black-and-white		7.5 seconds color / 6.4 seconds black-and-white	7.1 seconds color / 5.9 seconds black-and-white
Page Description Languages	Adobe® PostScript® 3™, PDF, PCL® 5c / PCL 6 emulations, XML Paper Specification (XPS®) (Optional)			
Print Features	Print from USB, Secure Print, Earth Smart Driver Settings, Job Identification, Booklet Creation, Store and Recall Driver Settings, Bi-directional Status, Scaling, Job Monitoring, Color By Words, Xerox® PrintBack			
Mobile Printing	Xerox® Mobile Print® (Optional), Xerox® Mobile Print Cloud® (Optional)			
Scan — Standard	Scan to Network, Scan to Email, Scan to Folder, Scan to SMB or FTP, Text Searchable PDF, PDF/A, XPS, Linearized PDF, JPEG, TIFF, Scan to USB Memory Device, Single-touch Scanning, TWAIN Support			
Scan — Optional	ConnectKey for SharePoint®, ConnectKey Share to Cloud, Xerox® Scan to PC Desktop® SE and Professional, numerous solutions available through various Xerox® Business Innovation Partners			
Fax — Standard	Internet Fax, Fax Build Job, Network Server Fax Enablement (solutions available through various Xerox® Business Innovation Partners)			
Fax — Optional	Fax Forward to Email or SMB, Walk-up Fax (one-line and two-line options, includes LAN Fax)			
Security — Standard	McAfee® Embedded, McAfee ePolicy (ePO) Compatible, HDD Overwrite, 256-bit Encryption (FIPS 140-2 compliant), Common Criteria Certification (ISO 15408)[2], Secure Print, Secure Fax, Secure Scan, Secure Email, Cisco® TrustSec Integration, Network Authentication, SSL, SNMPv3, Audit Log, Access Controls, User Permissions			
Security — Optional	McAfee Integrity Control, Xerox® Secure Access, Smart Card Kit (CAC/PIV, .NET)			
Accounting — Standard	Xerox® Standard Accounting (Copy, Print, Scan, Fax, Email)			
Accounting — Optional	Equitrac Office®, Equitrac Professional®, YSoft® SafeQ®, other network accounting solutions available through various Xerox® Business Innovation Partners			
Paper Input — Standard	**Duplex Automatic Document Feeder:** 110 sheets; Speed: up to 70 ipm (simplex); Sizes: 5.5 x 8.5 in. to 11 x 17 in. / 148 x 210 mm to 297 x 420 mm		**Single-pass Duplex Automatic Document Feeder:** 130 sheets; Speed: up to 160 ipm (duplex); Sizes: 5.5 x 8.5 in. to 11 x 17 in. / 148 x 210 mm to 297 x 420 mm	
	Bypass Tray: 100 sheets; Custom sizes: 3.5 x 3.9 in. to 12.6 x 19 in. / 89 x 98 mm to 320 x 483 mm **Tray 1:** 520 sheets; Custom sizes: 5.5 x 7.5 in. to 11.7 x 17 in. / 140 x 182 mm to 297 x 432 mm			
Choose One	**3 Tray Option** (Total 2,180 sheets): Adds three 520-sheet paper trays; Size: 5.5 x 7.2 in. to 12 x 18 in. / 139.7 x 182 mm to SRA3		NA	
	High Capacity Tandem Tray Option (Total 3,140 sheets): Adds one 520-sheet paper tray, one 867-sheet paper tray and one 1,133-sheet paper tray; Size: 8.5 x 11 in. / A4			
Paper Input — Optional	**High Capacity Feeder (HCF):** 2,000 sheets; Size 8.5 x 11 in. / A4 long edge feed **Envelope Tray:** Up to 60 envelopes: #10 commercial, Monarch, DL, C5, Large U.S. Postcard, A6, Custom sizes: 3.9 x 5.8 in. to 6.4 x 9.5 in. / 98 x 148 to 162 x 241 mm			
Paper Output / Finishing — Standard	**Dual Offset Catch Tray:** 250-sheets each **Face up Tray:** 100 sheets			
Paper Output / Finishing — Optional	**Office Finisher LX:** 2,000-sheet stacker, 50 sheets stapled, 2-position stapling, optional hole-punch, optional booklet maker (score, saddle stitch) **Integrated Office Finisher (optional with 7830/7835):** 500-sheet stacker, 50 sheets stapled, single-position stapling **Professional Finisher:** 1,500-sheet stacker and 500-sheet top tray, 50-sheet multiposition stapling and hole punch, saddle-stitch booklet maker, V-Fold **Convenience Stapler:** staples 50-sheets (based on 75 gsm), includes Work Surface			

[1] Maximum volume capacity expected in any one month. Not expected to be sustained on a regular basis.; [2] Certification pending

Go to www.xerox.com/WC7800specs for more detailed specifications and capabilities.

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