

**Town of Montreat
Board of Commissioners
Special Meeting Agenda – Public Forum
July 7, 2016 – 6:30 p.m.
Walkup Building**

I. Call to Order

- Welcome
- Moment of Silence

II. Agenda Adoption

III. Public Comments

IV. Adjournment

**Town of Montreat
Board of Commissioners
Meeting Agenda
July 7, 2016 – 7:00 p.m.
Walkup Building**

I. Call to Order

- Pledge of Allegiance
- Moment of Silence

II. Agenda Adoption

III. Mayor's Communications

IV. Consent Agenda

A. Meeting Minutes Adoption

- May 31, 2016, Special Workshop, 2016-2017 Fiscal Year Budget
- June 2, 2016, Public Forum
- June 2, 2016, Town Council Agenda Meeting
- June 9, 2016 Town Council Meeting
- June 20, 2016, Special Workshop, 2016-2017 Fiscal Year Budget
- June 23, 2016, Special Workshop, 2016-2017 Fiscal Year Budget Adoption

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.

V. Town Administrator's Communications

- Consent Agenda Review
- Other Topics

VI. Administrative Reports

- Police Chief
- Public Works Director
- Finance Officer
- Building Inspector/Code Administrator

VII. Public Comment – Agenda Items

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

VIII. Old Business

- A. Texas Road Bridge Discussion

IX. New Business

- A. Resolution #16-07-01 Thanking Ron Nalley for his Service to the Town of Montreat
- **Suggested Motion:** To Adopt Resolution #16-07-01 thanking Ron Nalley for his Service to the Town of Montreat.

X. 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.

XI. Commissioner Communications

XII. Meeting Dates

Bulk Item/White Goods Pickup: July 12, 2016

July Town Council Meeting: July 14, 2016, 7:00 p.m.
Walkup Building
Reception Honoring Ron Nalley begins at 6:30 p.m.

Planning & Zoning Committee: July 21, 2016, 7:00 p.m.
Walkup Building

Montreat Tree Board: July 26, 2016, 10:00 a.m.
Town Services Building

Montreat Landcare: August 3, 2016, 9:00 a.m.
Location to be determined

August Agenda Meeting: August 4, 2016, 7:00 p.m.
Walkup Building
Public Forum begins at 6:30 p.m.

August Town Council Meeting: August 11, 2016, 7:00 p.m.
Walkup Building

XIII. Adjournment

**Town of Montreat
Board of Commissioners
Town Council Special Meeting
May 31, 2016
Town Services Office**

Board members present: Mayor Tim Helms
Mayor Pro Tem Kitty Fouche
Commissioner Kent Otto
Commissioner Mary Standaert
Commissioner Ann Vinson

Board members absent: Commissioner Bill Gilliland

Town staff present: Ron Nalley, Town Administrator
Angie Murphy, Town Clerk
David Currie, Code Enforcement Officer
Steve Freeman, Public Works Director
Jack Staggs, Chief of Police

There were no members of the public present. Mayor Helms called the meeting to order at 3:00 p.m. and opened with a moment of silence.

Agenda Approval

Commissioner Vinson moved to adopt the meeting agenda as amended. Commissioner Standaert seconded and the motion carried 4/0.

Budget Meeting Workshop

The Board thanked Mr. Nalley for the Budget material and asked him to review the revenue highlights of the proposed budget. Mr. Nalley advised the Board that the General Fund budget is based on a property tax rate of 42 cents per one-hundred dollar (\$100.00) valuation. This estimate is an increase of \$24,600.00 or just under two and a half percent. A collection rate of 99.75% was utilized and this percentage may not exceed the 99.75% collection rate that was realized last year. Total property taxes of \$976,600 represent 51% of the general fund budget. Mr. Nalley is confident that the 99.75% collection rate will be achieved but it leaves little room for error or flexibility.

The Local Government Sales Tax represents 21% of the Town's general fund budget. The estimate of \$400,000.00 is a 16% increase over the estimate used in the current year budget ordinance. Staff feels that strong sales and current receipts make this figure realistic. The Town of Montreat is fortunate that Buncombe County uses ad valorem property tax valuations; otherwise Montreat would net very little from sales tax revenue.

The Utilities Franchise Tax revenue represents 5.4% of the general fund budget. The estimate

of \$100,000.00 is an increase over the estimate used in the current year budget. This is the first time in recent memory that this percentage has trended upwards and is based on the States revised collection and distribution procedures.

The 2016-2017 budget will require a \$122,800.00 appropriation from Montreat's fund balance. This appropriation is made in order to fund Capital Projects including the Texas Road Bridge Replacement Project and the Town Hall Project. For 2016-2017 there will be only two returning statewide revenues whose estimates depend on economic forces: the beer and wine and utilities franchise taxes. The Beer and Wine Tax totals \$3,000.00.

Commissioner Standaert suggested that the Commissioner of Finance Kent Otto and Mayor Helms approach Montreat College to see if they would consider making a contribution to the Town in lieu of taxes.

Personnel: The 2016-2017 budget recommends an across the board cost of living adjustment of two percent for all employees except the Town Administrator. The North Carolina Retirement System Division increased the amounts local governments are required to pay into the system on behalf of its employees. Rates increased for general employees and law enforcement personnel to 7.25% and 8.00% respectfully. Mr. Nalley advised the Board that they would be receiving a proposal at their June Town Council meeting which shows a possible reduction in health insurance rates by 7% depending on which plan is chosen. In addition, a 5% match for 401k contributions continues for all employees. There are no new full-time or part-time staffing positions being recommended in this year's budget.

Governing Board: \$40,000 has been budgeted for legal services and \$19,000 has been budgeted for audit services. Under advertising, \$5,000 has been allocated for Communication Services. \$13,500 has been budgeted for Salary Contingency on the off chance that an employee leaves and the Town needs to pay out their benefits.

Administration: The budget increased slightly by 4.7% which allocates funding of \$21,000 for the tax collection fee charged by Buncombe County.

Public Buildings: Utilities (\$3,000), insurance (\$37,000) and maintenance and repair to buildings and equipment (\$8,900) for the Town Services Building are budgeted in this department. Planning money in the amount of \$100,000 is budgeted in Capital Outlay for the new Town Hall Project.

Police Department: Funds have been allocated for dispatching services with the Town of Black Mountain for \$19,200. There are increases in spending in Medical Certifications and Uniforms in order to bolster the Reserve Officer Program. Additional increases are in place in Department Supplies for the purchase of a patrol locker system to secure evidence. This is a

necessity if Town staff remains housed in the current Town Services building.

Planning and Zoning Department: Funds in this department are allocated for the Building Inspector/Code Administrator and funding for the code inspection services.

Public Works Department: Funds in this department are allocated for the Public Works Director; funding for a tree replacement program, the newly established Tree Board; and a Supervisor Training course. In response to a question from Commissioner Vinson, Mr. Nalley responded that he uses a zero based budgeting technique in which all departments start with zero and then are required to justify their amounts for each request.

Street Department: Construction money for Texas Road Bridge is not included in this budget, however some planning monies for the project are included. Street lighting is budgeted in the amount of \$23,500. The paving project for Mecklenburg Circle and a portion of Louisiana Road in the amount of \$310,000 (\$270,000 from Capital Outlay and \$40,000 from Powell Bill), and the replacement of Texas Road Bridge (\$200,000) are budgeted in capital outlay. Debt Services payments of \$29,400 have been budgeted for the Upper Kentucky Street Assessment Project and the replacement of the 1996 Street Truck. Tree removal services (\$12,000) and contract labor for road maintenance (\$2,000) have been budgeted in contract services.

Powell Bill: Due to State mandated changes, most Powell Bill expenditures have been moved to the Street Department budget.

Sanitation Department: This provides funding for in-house sanitation services including garbage collection and disposal, recycling, yard waste pick-up and white goods disposal. Also, funding for the purchase of a sanitation truck in Capital Outlay for \$16,000 is included. The total cost of the truck is \$75,000, but is proposed to be financed over five years at three percent.

Environment, Conservation and Recreation Department: Funding is provided for the Landcare Committee in the amount of \$3,000 and the Hemlock Initiative Grant through Landcare for \$10,000. Funding is also provided for replenishing of the Open Space Conservation Fund. Commissioner Otto asked for further information regarding the budgeted amount for Landcare. Mr. Nalley advised that \$2,000 is for Landcare to update their website and the remaining \$1,000 is for Committee expenses.

Appropriated Fund Balance: The proposed budget will require a General fund balance appropriation of \$122,800. This is a decrease of 54.5%.

Water Fund: Debt Service is budgeted for the water system in the amount of \$97,600 for the Water Bond Payment (\$35,300), the ARRA Debt Service Payment (\$29,500), the Backhoe Debt

**Montreat Board of Commissioners
Town Council Special Meeting Minutes
May 31, 2016**

Payment (\$16,000), and the Upper Kentucky Road Assessment Project Debt Payment (\$16,800). Under Capital Outlay, the water line replacement project on Mecklenburg Circle and Georgia Terrace is budgeted for \$52,000 and the portable generator project for \$5,000. While originally included in the budget, the Greybeard Water Tank was removed due to the large financing costs necessary to fund the project.

Concluding Budget Discussion: In response to a question from Commissioner Otto, Mr. Nalley reported that the Town is the fiscal agent of Montreat Landcare and manages the Committees budget. Historically, \$1,000 has been budgeted for Montreat Landcare. This year an additional \$2,000 is set aside for website updates. There is also \$5,000 set aside for the Open Space Conservation Fund. Previous Boards set aside \$20,000 to help facilitate the donation of lots in the conservation program. This money covers administration costs like legal expenses and surveying. If this amount drops below \$20,000, the Town replenishes this fund to restore it to the \$20,000 level. In response to a question by Commissioner Otto, Chief Staggs elaborated on the overlapping of services between the Town, Montreat College and Montreat Conference Center, as well as the Town of Black Mountain. Chief Staggs gave a brief overview of the scope of the police jurisdictions.

Mayor Helms noted that the Board would vote on the proposed budget at the June 23rd meeting and that Board Members should communicate with Mr. Nalley if they had any questions, proposed revisions or comments prior to then.

Adjournment

Commissioner Vinson moved to adjourn the Special Meeting. Commissioner Standaert seconded. The motion carried 4/0 and the meeting was adjourned at 4:23 p.m.

Tim Helms, Mayor

Angie Murphy, Town Clerk

**Town of Montreat
Board of Commissioners
Public Forum
June 2, 2016
Walkup Building**

Board members present: Mayor Tim Helms
Mayor Pro Tem Kitty Fouche
Commissioner Bill Gilliland
Commissioner Kent Otto
Commissioner Mary Standaert

Board members absent: Commissioner Ann Vinson

Town staff present: Ron Nalley, Town Administrator
Jack Staggs, Chief of Police
Steve Freeman, Public Works Director
Barry Creasman, Senior Water Operator
Angie Murphy, Town Clerk

Call to Order

Approximately 19 people were in attendance. Mayor Helms called the meeting to order at 6:32 p.m. and led the group in a moment of silence.

Agenda Approval

Commissioner Standaert moved to adopt the agenda as presented. Commissioner Otto seconded and the agenda was approved 4/0.

Public Forum

Ted Carey of 116 John Knox Road, inquired about when the Montreat Bridge Committee's report would be available for review by the public. The Town Clerk advised Mr. Carey that the report was posted on the Town's website.

Joe Standaert of 118 Shenandoah Terrace, asked Mr. Nalley a series of questions about the proposed Fiscal Year 2016-2017 budget. Mr. Nalley advised Mr. Standaert that the fund balance appropriation of \$122,800 in the General Fund is needed to balance the budget. Mr. Standaert inquired about a reimbursement from the Water Fund to the General Fund in the amount of \$86,800. Mr. Nalley explained that this portion of the budget will be used to reimburse the General Fund for Water Fund expenses. Mr. Standaert then inquired about which Fiscal Year the lawsuit settlement fees would be paid from and Mayor Helms advised that it would be the current Fiscal Year 2015-2016. Mr. Nalley also advised Mr. Standaert that planning money had been budgeted for the Town Hall and Texas Road Bridge Projects. Mr. Standaert also asked about

budgeting monies used to make a final payment to reimburse the architects in the Town Hall Project and Mayor Helms advised that this could not be considered until after the lawsuit is settled.

Don Reid of 127 Shenandoah Terrace, inquired about the muddy, rusty-looking water that he has had issues with for years and asked who would be responsible for resolving the problem. Public Works Director Steve Freeman advised that iron is a naturally occurring mineral in water and that iron pockets can set up in the system and cause mild discoloration if the water lines are not flushed regularly. Mr. Freeman recommended all summer residents to allow their water to run for a few minutes from an outside spigot, and before washing clothes especially if the home has been closed up and vacant all winter. There are also iron filters that can be purchased and installed by homeowners to eliminate the iron. Mr. Freeman also explained that polyphosphate is added to the wells in efforts to diffuse the iron. Mr. Nalley advised that Public Works crews flush 60,000-80,000 gallons a week in areas where the Town receives complaints. Mayor Helms requested that Mr. Freeman set up a time to visit Mr. Reid to check on his water and to discuss the matter further.

Zaida Gilmour of 127 Assembly Drive, mentioned that last summer she had similar issues with her water, but Mr. Freeman helped her work through flushing her lines and this summer her water was perfect.

Wade Burns of 232 North Carolina Terrace, thanked the Board for the Public Forum and the one-on-one communication that can take place.

Adjournment

There being no further discussion, Commissioner Standaert moved to adjourn the Public Forum Meeting. Mayor Pro Tem Fouche seconded and the motion carried 4/0. The meeting was adjourned at 6:48 p.m.

Tim Helms, Mayor

Angie Murphy, Town Clerk

**Town of Montreat
Board of Commissioners
Town Council Agenda Meeting
June 2, 2016
Walkup Building**

Board members present: Mayor Tim Helms
Mayor Pro Tem Kitty Fouche
Commissioner Bill Gilliland
Commissioner Kent Otto
Commissioner Mary Standaert

Board members absent: Commissioner Ann Vinson

Town staff present: Ron Nalley, Town Administrator
Angie Murphy, Town Clerk
Jack Staggs, Chief of Police
Barry Creasman, Senior Water Operator
Steve Freeman, Public Works Director

Approximately 19 members of the public were also present. Mayor Helms called the meeting to order at 7:01 p.m., and led the group in reciting the Pledge of Allegiance and a moment of silence.

Agenda Approval

Commissioner Gilliland moved to adopt the agenda as presented. Mayor Pro Tem Fouche seconded and the motion carried 4/0.

Presentation to Council: Montreat Bridge Committee – Alice Lentz, Chair

At next week's meeting, Mrs. Lentz will give a brief presentation on the recommendations by the Montreat Bridge Committee with regards to the Texas Road Bridge Project.

Public Hearing: Fiscal Year 2016-2017 Proposed Budget

The Board will hold a Public Hearing to receive comments on the Proposed 2016-2017 Fiscal Year Budget at the beginning of next week's meeting.

Mayor's Communications

Mayor Helms stated that he had no communications this evening.

Consent Agenda Review

The proposed Consent Agenda will include the following items:

- May 6, 2016, Public Forum Meeting Minutes
- May 6, 2016, Town Council Agenda Meeting Minutes
- May 12, 2016, Town Council Meeting Minutes
- Call for a special meeting on June 20th at 3:00 p.m. in the Town Services Office to review the 2016-2017 Fiscal Year Budget
- Call for a special meeting on June 23rd at 3:00 p.m. in the Town Services Office to adopt the 2016-2017 Fiscal Year Budget Ordinance and make any necessary amendments to the 2015-2016 Fiscal Year Budget
- Adoption Fiscal Year 2015-2016 Budget Amendment #7 to reallocate budget to cover Group Insurance expenses
- Adoption Fiscal Year 2015-2016 Budget Amendment #8 to reallocate budget to amend Salary & Wage and FICA costs

Town Administrator's Communications

- Mr. Nalley advised that the Montreat Bridge Committee Report is on the Town website.
- Mr. Nalley advised the Board that the Consent Order will be heard in Buncombe County Superior Court on Monday, June 6th at 9:00 a.m. and understands that all parties have signed the Settlement Agreement.

Administrative Reports

The Board will hear administrative 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 Helms reiterated that this Public Comment period was intended for remarks pertaining to items listed on the meeting agenda, including staff reports and communications.

There were no comments from the public at this time.

Old Business

- A. 2016-2017 Fiscal Year Budget Discussion: The Board will entertain further discussion on the 2016-2017 Fiscal Year Budget Discussion.

- B. Sanitation Services Discussion: Mayor Pro Tem Fouche would like to discuss some weekend options for sanitation services. Mr. Nalley presented the new sanitation bags to the Board and announced that Staff will be delivering two free bags to each resident with a handout of how the new expanded sanitation program will work.

New Business

- A. Employee Health Insurance Benefit Renewal: The Board will authorize the Town Administrator and Finance Officer to contract with either Blue Cross/Blue Shield of North Carolina or United Health Care effective July 1, 2016 for Gold 1500CS or RV Gold KL-Z/247A employee benefit health insurance, and to renew [vision] dental, life, and AD&D insurance coverage as proposed, for fiscal year 2016-2017, 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): The Board will consider approval of the Property and Liability Insurance renewal proposal from the North Carolina Interlocal Risk Management Agency in the amount of \$19,214.
- C. Worker's Compensation Insurance Renewal – North Carolina Interlocal Risk Management Agency: The Board will consider approval of the Worker's Compensation Insurance renewal proposal from the North Carolina Interlocal Risk Management Agency in the amount of \$14,012.96.
- D. Resolution #16-06-01 Adopting the Buncombe Madison Hazard Mitigation Plan: The Board will consider adopting Resolution #16-06-01 Adopting the Buncombe Madison Hazard Mitigation Plan. The Town of Montreat participated with Buncombe County, Madison County and other local municipalities within those counties, to prepare a multijurisdictional Hazard Mitigation Plan as required by the State of North Carolina and the Federal Emergency Management Agency. The plan is designed to help local jurisdictions take actions that reduce the long-term risk to life and property from natural hazards. Adoption of the plan is required by each participating jurisdiction by September, 2016. The Town of Montreat has already completed a majority of our action requirements found in the plan.

Public Comment-Other Topics

Mayor Helms 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.

Wade Burns of 232 North Carolina Terrace, questioned if Montreat Conference Center put a truck at the gate to help with sanitation services on Saturday where would they then dispose of the

refuse.

Gill Campbell of 149 Maryland Place, felt since every home is supposed to have a way to secure garbage that everyone should be able to put their trash in the receptacles on Friday before they leave Montreat.

Commissioner Communications

Mayor Pro Tem Fouche stated that she is not sure there is an answer for the sanitation problem but she wants to publicly respond to those who have inquired about options.

Upcoming Meeting Dates

Mayor Helms reviewed the following list of upcoming meeting dates and deadlines next week.

<u>Bi-Weekly Sanitation Pick-up:</u>	Begins week of May 31, 2016-June 3, 2016 Will continue until August 26, 2016
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<u>June Town Council Meeting:</u>	June 9, 2016, 7:00 p.m. Walkup Building
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<u>2016-2017 Budget Meeting Workshop:</u>	June 20, 2016, 3:00 p.m. Town Services Building
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<u>Montreat Tree Board:</u>	June 28, 2016, 10:00 a.m. Town Services Building
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<u>Town Services Office Closed:</u>	July 4, 2016 Independence Day Holiday
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****There will be no sanitation pickup this day*
Sanitation Pickup will resume on July 5th**

<u>Montreat Gait at the Montreat Gate:</u>	July 4, 2016 7:00 a.m.
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<u>4th of July Parade:</u>	July 4, 2016 10:30 a.m.
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<u>Montreat Landcare:</u>	No Meeting for July August Location TBD
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**Montreat Board of Commissioners
Town Council Agenda Meeting Minutes
June 2, 2016**

July Agenda Meeting:

July 7, 2016, 7:00 p.m. Walkup Building
Public Forum begins at 6:30 p.m.

Bulk Items/White Goods Pick-Up Day:

July 12, 2016

July Town Council Meeting:

July 14, 2016, 7:00 p.m.
Walkup Building

Adjournment

There being no further business, Commissioner Gilliland moved to adjourn the Agenda Meeting. Commissioner Standaert seconded and the motion carried 4/0. The meeting was adjourned at 7:22 p.m.

Tim Helms, Mayor

Angie Murphy, Town Clerk

**Town of Montreat
Board of Commissioners
Town Council Meeting
June 9, 2016
Walkup Building**

Board members present: Mayor Tim Helms
Mayor Pro Tem Kitty Fouche
Commissioner Bill Gilliland
Commissioner Mary Standaert
Commissioner Ann Vinson
Commissioner Kent Otto

Board members absent: None

Town staff present: Ron Nalley, Town Administrator
Jack Staggs, Chief of Police
Steve Freeman, Public Works Director
Angie Murphy, Town Clerk
Barry Creasman, Senior Water Operator
Steve Stackhouse, Finance Officer

Approximately 35 members of the public were also present. Mayor Helms called the meeting to order at 7:00 p.m., and led the group in reciting the Pledge of Allegiance and in a moment of silence.

Agenda Approval

Commissioner Standaert moved to make the Montreat Bridge Committee Presentation more of an Open Forum to allow room for Public Comment. Commissioner Vinson seconded the motion. Commissioner Standaert advised that at the May 31 Bridge Committee meeting, the Public Comment period was moved prior to the Presentation and she did not feel that the public has had an adequate enough time to discuss the recommendations. Mayor Helms called for a vote to adopt the Agenda as amended. The motion failed 2/3 with Commissioners Otto and Gilliland and Mayor Pro Tem Fouche voting against the motion. The motion to adopt the agenda as presented was then approved 5/0.

Presentation to Council: Montreat Bridge Committee-Alice Lentz, Chair

Mrs. Lentz recognized the members of the Montreat Bridge Committee who were in attendance. Mrs. Lentz reiterated that from the moment the Montreat Bridge Committee was formed, the aspiration of its members was to lead an open, transparent, invitational, optimistic, and future-focused process in order to discern, to the best of their ability, the will of the people and what was best for Montreat. Mrs. Lentz feels that the content of the report is comprehensive, organized in a way that it can stand on its own, and reflects numerous insights and comments from the many in the community who chose to participate, either by attending committee meetings or emailing their views to the committee or both. The Committee hopes that the report will provide a firm

foundation for the Board's deliberations and action regarding the Texas Road Bridge Project.

Public Hearing-Proposed 2016-2017 Fiscal Year Budget

Mr. Nalley gave a brief presentation of the proposed 2016-2017 Fiscal Year Budget in the amount of \$2,265,800. The recommended tax rate needed to fund this budget is \$0.42 per \$100 of property valuation, an increase of one cent to the current fiscal year's ad valorem tax rate. Each penny of the tax rate generates \$23,252 in revenues for the Town. A Fund Balance appropriation of \$122,800 will be required. Significant factors influencing the proposed Budget include the current state and national economic conditions, the funding of capital projects as identified in the Capital Improvements Plan, State mandated changes to the Powell Bill Fund, fuel and utility cost increases and employee benefit costs. Features in this budget take into account the effects of each of these events and impact it will have on service delivery and costs. Every effort has been made to balance the need for service delivery with fiscally conservative approach to revenue and expenditure estimates. Until recently, the Powell Bill Fund was the fund used to account for the North Carolina gasoline tax. In November 2015, the State repealed the statutory formula linking Powell Bill funds to the gas tax and instead made the allocations subject to yearly state budget appropriations. Another change directs municipalities to use its Powell Bill funds "primarily for the resurfacing of streets within the corporate limits." As a result, expenditures, with the exception of paving, commonly found in the Powell Bill Fund have now been moved to the Street Department within the General Fund. The monetary impact this change has had to Montreat's budget is approximately \$20,000, resulting in the request of a one cent property tax increase. The Powell Bill funds are expected to remain steady at \$40,000.

General Fund operating revenues are budgeted at \$1,929,300, a decrease of approximately 25.4% or \$657,450 from the current year. Major projects and expenditures include:

Governing Body

- Legal and Audit Services - \$59,000
- Communication Services - \$5,000
- Salary Contingency - \$13,500

Administration

- Tax Collection Fees - \$21,000

Public Buildings

- Utilities, Insurance and Maintenance/Repairs - \$48,900
- Funding for the planning of the new Town Hall project is budgeted under Capital Outlay - \$100,000

Police

- Dispatching Services - \$19,200

Public Works

- Tree Replacement Program and newly established Tree Board - \$1,500
- Supervisor Training is budgeted for \$1,000

Street Department

- Street Lighting - \$23,500
- Tree Removal Services and Contract Labor - \$14,000
- Mecklenburg Circle and a portion of Louisiana Road Paving Projects - \$310,000
- Texas Road Bridge Replacement Project - \$200,000

Powell Bill

- Powell Bill expenditures have been moved to the Street Department budget
- Mecklenburg Circle Repaving Project – \$40,000

Sanitation

- Funding for the purchase of a sanitation truck in Capital Outlay - \$16,000

Environment, Conservation and Recreation Department

- Montreat Landcare Committee Funding - \$3,000
- Hemlock Initiative Grant through Landcare - \$10,000
- Replenishing of the Open Space Conservation Fund

Water Fund operation revenues are budgeted at \$336,500, an increase of \$9,500 or a 2.9 percent increase from the last fiscal year. The proposed budget increases the existing rate of \$4.83 per 1,000 gallons to \$4.95 per 1,000 gallons or by 2.5%. Water access fees are also proposed to increase by 2.5%.

Water Fund

- Debt Services Payments - \$97,600
- Mecklenburg Circle and Georgia Terrace Water Line Replacement Projects - \$52,000
- Indirect Cost Reimbursements to the General Fund - \$86,800

The proposed Budget is on file at the Town Services Office. The Board will review the document over the coming weeks and may set Special Meetings for additional Budget discussion at their discretion. Adoption of the final Budget Ordinance is scheduled for June 23, and the adopted Budget Document will be available on the Town's website.

Mayor Helms then opened the public hearing on this matter at 7:20 p.m.

Ted Carey of 116 John Knox Road, questioned if there would be a 2.5 percent increase in tax bills.

It was clarified by the Board that it will be an increase of \$0.01 or \$0.42 for every \$100 property valuation.

Bill Straughan of 122 Eastminster Terrace, would like to know what role the Board of Commissioners has had in the formulation of the budget up to this point. Mayor Helms explained that the Budget was presented by Mr. Nalley in May and Council has already had one workshop session with another workshop scheduled for June 20th. The final Budget Adoption will occur on June 23rd.

Carolyn Crowder of 128 Kanawha Drive, would like more information about the \$100,000 set aside for the Town Hall Project. Mayor Helms advised that these monies were set aside for planning purposes.

Commissioner Vinson advised that while the Town was considering a 2.5 percent increase in Water Rates, that the Metropolitan Sewerage District was increasing their rates by 2.5 percent as well.

Mayor Helms then declared the public hearing closed at 7:26 p.m.

Mayor's Communications

Mayor Helms advised that Commissioner Otto will be getting in touch with Matt Ashley to coordinate the Montreat Gait at the Gate Road Race on July 4th. Mr. Nalley advised that Public Work Crews and the Police Department will be available for signage placement and traffic control.

Consent Agenda Review

With the adoption of the Consent Agenda, the Board approved the following items:

- May 6, 2016, Public Forum Meeting Minutes
- May 6, 2016, Town Council Agenda Meeting Minutes
- May 12, 2016, Town Council Meeting Minutes
- Scheduled a special meeting on June 20th at 3:00 p.m. in the Town Services Office to review the 2016-2017 Fiscal Year Budget.
- Scheduled a special meeting on June 23rd at 3:00 p.m. in the Town Services Office to adopt the 2016-2017 Fiscal Year Budget Ordinance and make any necessary amendments to the 2015-2016 Fiscal Year Budget.
- Approved Fiscal Year 2015-2016 Budget Amendment #7 to reallocate budget to cover Group Insurance expenses.
- Approved Fiscal Year 2015-2016 Budget Amendment #8 to reallocate budget to amend Salary & Wage and FICA costs.

Town Administrator's Communications

Mr. Nalley had no communications at this time. Commissioner Standaert requested information from Mr. Nalley on the May 16th conference call between the Federal Highway Administration and the North Carolina Department of Transportation in regards to the Texas Road Bridge Project at the July Board Meeting.

Administrative Reports

Police Chief: Chief Jack Staggs reviewed and presented the May 2016 monthly departmental activity report. Officer Whitson spearheaded Safety Saturday which was held at Ingles Markets in Black Mountain on May 21. This event was a huge success with representatives from 27 agencies and over 400 attendees. Chief Staggs advised the public to please call the Montreat Police Department if they see any unusual wildlife activity. Officer Arrant received a commendation from a resident for going above and beyond in helping restore their water and utilities after a large tree was found on their house.

Public Works Director:

- Mr. Freeman reported that bi-weekly sanitation pickup has already begun on Mondays and Friday. Sanitation will be picked up on Tuesday, July 5th in lieu of the July 4th Holiday. Bulk Item/White Good Pickup Day will be on July 12th.
- Public Work Crews delivered two free trash bags, imprinted with the Town of Montreat Seal, to each household along with an instruction sheet outlining our new expanded disposal program.
- Mr. Freeman advised the restriping project was completed and special paint with glass beads was used to increase visibility at night.
- Mr. Freeman reported that Appalachian Way paving is still underway due to a minor delay involving a brief shutdown at the asphalt plant.
- Mr. Freeman advised that a tree on Greybeard near West Virginia that has been hanging close to power lines for some time will be removed next week by Duke Progress Energy.

Finance Officer: Mr. Stackhouse presented and reviewed the following monthly reports:

- April 2016 Financial Summary Report;
- Final April 2016 Detailed Financial Statement;
- Preliminary May 2016 Detailed Financial Statement;
- May 31, 2016 Cash and Investment Earnings Report

Building Inspector/Code Administrator: Mr. Currie was unable to attend the meeting, however Mr. Nalley requested that if the Board had any questions regarding the Building Inspector's report to please contact him.

Public Comment – Agenda Items

Mayor Helms reiterated that this Public Comment period was intended for remarks pertaining to items listed on the meeting agenda, including staff reports and communications.

Don Reid of 127 Shenandoah Terrace, asked how the Board will move forward with the proposed Texas Road Bridge Project recommendations. Mayor Helms advised that the recommendations will be reviewed in a special workshop or regular meeting.

Old Business

- A. 2016-2017 Fiscal Year Budget Discussion: Mr. Nalley advised the Board that if they had any final requests or recommendations prior to the June 20th Budget Workshop to please let staff know. Commissioner Standaert advised that all workshops are open to the public and everyone is invited and encouraged to attend.
- B. Sanitation Services Discussion: Mayor Pro Tem Fouche stated that sanitation issues need to be addressed on Saturdays and Sundays during the Second Loaf Season. In response to questions from Mayor Pro Tem Fouche, Mr. Nalley reviewed past sanitation service practices. Mr. Nalley reviewed the decisions made by the previous Board as well as the most recent decision of this Board to expand the sanitation services. Mr. Nalley reminded the Board that Second Loaf is sponsored by the Montreat Conference Center and that they can also be responsible for any trash left as a part of that program. Discussion followed concerning whether the garbage comes from rental homes or homeowners. Mr. Nalley reminded the Board that the Town offers pickup on Fridays and Mondays and recommended homeowners invest in bear boxes for their rental homes. Mr. Nalley feels that the Town of Montreat should honor staffs work week and allow them to enjoy weekends rather than working sanitation on Saturday and Sunday as was previously mentioned. Commissioner Otto volunteered to take his truck and trailer down to the Second Loaf Site on the following Saturday to see how much garbage is accumulated. Commissioner Standaert recommended asking where the bags originated from: rental homes, conference attendees or year-round homeowners.

New Business

- A. Employee Health Insurance Benefit Renewal: Mr. Stackhouse reviewed the health insurance options available to the Town for the upcoming fiscal year. Both companies are good and offer comparable plans. Blue Cross Blue Shield rates increased this year, while switching to the United Health Care Plan offers savings that also include vision benefits. Commissioner Vinson noted that prescription drug costs increases with the United Health Care plan and asked what impact this might have for Town Employees. Mr. Nalley advised that the employees who responded, indicated that the new rates would not have much of an impact. Commissioner Vinson moved to authorize the Town Administrator and Finance Officer to contract with

United Health Care effective July 1, 2016 for the RV Gold KL-Z/247A employee benefit health insurance, and to add vision, as well as renewing dental, life, and AD&D insurance coverage as proposed, for fiscal year 2016-2017, and for the Town to reimburse employees for the last half of the employee-only deductible. Commissioner Gilliland seconded and the motion passed 5/0.

- B. Property & Liability Insurance Renewal: North Carolina Interlocal Risk Management Agency (NCIMA): Mayor Pro Tem Fouche moved to approve the Property and Liability Insurance renewal from the North Carolina Interlocal Risk Management Agency in the amount of \$19,214 and to authorize the Town Administrator and Finance Officer to execute the necessary contract documents. Commissioner Vinson seconded and the motion carried 5/0.
- C. Worker's Compensation Insurance Renewal – North Carolina Interlocal Risk Management Agency: Commissioner Vinson moved to approve the Worker's Compensation Insurance renewal from the North Carolina Interlocal Risk Management Agency in the amount of \$14,012.96 and to authorize the Town Administrator and Finance Officer to execute the necessary contract documents. Mayor Pro Tem Fouche seconded and the motion carried 5/0.
- D. Resolution #16-06-01 Adopting the Buncombe Madison Hazard Mitigation Plan: Mr. Nalley advised that the Town of Montreat participated with Buncombe County, Madison County and other local municipalities within those counties, to prepare a multijurisdictional Hazard Mitigation Plan as required by the State of North Carolina and the Federal Emergency Management Agency. The plan is designed to help local jurisdictions take actions that reduce the long-term risk to life and property from natural hazards. Adoption of the plan is required by each participating jurisdiction by September, 2016. The Town of Montreat has already completed a majority of our action requirements found in the plan. Commissioner Vinson moved to adopt Resolution #16-06-01 Adopting the Buncombe Madison Hazard Mitigation Plan. Commissioner Gilliland seconded and the motion carried 5/0.

Public Comment-Other Topics

Mayor Helms 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.

Mr. Bill Scheu of 146 Eastminster Terrace, questioned whether the Town's attitudes support the people who live here in the valley and the institutions that drive the economy or does the valley support the Town.

Ms. Carolyn Crowder of 128 Kanawha Drive, read a press release on behalf of the Plaintiffs in the ongoing litigation over the Town of Montreat's attempt to build a new town hall on Florida Terrace. A settlement between the Plaintiffs and all Defendants has received Court Approval as of

June 6, 2016.

Mr. Richard Dubose, representing Montreat Conference Center, presented a check in the amount of \$4,049.60 to the Town of Montreat for Community Service Fees. This brings the 2015-2016 total to \$49,670.60.

Robin Melvin of 246 Texas Road Extension, thanked Commissioner Otto for being a good neighbor and volunteering for the upcoming Saturday garbage pickup.

Eric Nichols of 527 Suwannee Drive, feels that the document read by Mrs. Crowder was very self-serving. Mr. Nichols believes that the settlement will divide the community even further apart.

Alex Miller, representing Montreat College, announced there were close to 170 graduates in the Class of 2016. Montreat College continues to see an upward trend in new and returning students for the fall semester. The College plans renovations in Howerton Hall and the McCloud Building.

Ted Carey of 116 John Knox Road, announced that he volunteers for Montreat Conference Center and Montreat College. Mr. Carey felt there would be significant interest if the Town offered some volunteer opportunities.

Commissioner Communications

Mayor Pro Tem Fouche thanked the Montreat Bridge Committee for their detailed report and all of their hard work.

Commissioner Vinson mentioned that Landcare and the Tree Board have decided on April 29, 2017 for next year's Native Plant Sale and Arbor Day Celebration. Commissioner Vinson had some additional comments in regards to the press release that was read earlier in the meeting. Commissioner Vinson wanted to establish that the Town agreed to never build on the Florida Terrace location rather than to "develop" as the press release stated. Commissioner Vinson also noted that the Town never contested the violations in the provisions of the General Statutes nor was there an abuse of discretion as claimed. Commissioner Vinson also reviewed a document which outlined the Town Hall property, design and lawsuit related expenditures of \$554,433.43 for a Town Hall facility that is sorely needed and that the only thing now the Town has to show for it, is clear title to the property.

Commissioner Standaert agreed that all the entities in the Valley need to work together. Commissioner Standaert thanked the Montreat Bridge Committee for all of their hard work on their recommendations. Commissioner Standaert read a narrative that was vetted by the Town of Montreat's Litigation Attorney John Hunter in response to the press release read by Ms. Crowder. Commissioner Standaert feels that content of this press release needs to be addressed; most significantly the last paragraph suggesting that the Town of Montreat could have been held

**Montreat Board of Commissioners
Town Council Meeting Minutes
June 9, 2016**

monetarily liable for anything more than our own attorney fees and possibly the plaintiff's legal fees. Commissioners Fouche, Otto, and Gilliland voted to reimburse the plaintiffs and their 110 supporters \$50,000 of their some \$66,000 legal fees. There was never, in any meeting between both the present or previous council and the town attorney, a statement that indicated that the Town and the Montreat taxpayer were in anyway potentially responsible for an additional \$350,000 liability. In fact, in their Complaint, the Plaintiffs made no monetary claim against the Town of Montreat except for their attorney fees. The records will show that the reason they voted to settle was to stop the cost of the lawyer's fees associated with further litigation. The press release falsely suggests otherwise. Again, the settlement was predicated upon ending the Town's legal fees and paying the plaintiffs legal fees and not as mitigating any additional liability. Commissioner Standaert feels the press release by Eric Edgerton, attorney for the plaintiffs, is incorrect, misleading and false.

Upcoming Meeting Dates

Mayor Helms reviewed the following list of upcoming meeting dates and deadlines next week.

<u>2016-2017 Budget Meeting Workshop:</u>	June 20, 2016, 3:00 p.m. Town Services Building
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<u>2016-2017 Budget Ordinance & Fee Schedule Adoption:</u>	June 23, 2016, 3:00 p.m. Town Services Building
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<u>Montreat Tree Board:</u>	June 28, 2016, 10:00 a.m. Town Services Building
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<u>Montreat Bridge Committee:</u>	May 31, 2016, 5:00 p.m. Wayout Building
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<u>Town Services Office Closed:</u>	July 4, 2016 Independence Day Holiday **No sanitation pickup on this day** Sanitation Pickup will resume on July 5 th .
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<u>Montreat Gait at the Montreat Gate:</u>	July 4, 2016 7:00 a.m.
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<u>4th of July Parade:</u>	July 4, 2016 10:00 a.m.
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<u>Montreat Landcare:</u>	No Meeting for July August Location TBD
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**Montreat Board of Commissioners
Town Council Meeting Minutes
June 9, 2016**

July Agenda Meeting:

July 7, 2016, 7:00 p.m. Walkup Building
Public Forum begins at 6:30 p.m.

Bulk Items/White Goods Pick-Up Day:

July 12, 2016

July Town Council Meeting:

July 14, 2016, 7:00 p.m.
Walkup Building

Adjournment

There being no further business, Commissioner Vinson moved to adjourn the Town Council Meeting. Commissioner Otto seconded and the motion carried 5/0. The meeting was adjourned at 8:44 p.m.

Tim Helms, Mayor

Angie Murphy, Town Clerk

**Town of Montreat
Board of Commissioners
Town Council Special Meeting
June 20, 2016
Town Services Office**

Board members present: Mayor Tim Helms
Commissioner Bill Gilliland
Commissioner Kent Otto
Commissioner Mary Standaert
Commissioner Ann Vinson

Board members absent: Mayor Pro Tem Kitty Fouche

Town staff present: Ron Nalley, Town Administrator
Angie Murphy, Town Clerk
David Currie, Code Enforcement Officer
Steve Freeman, Public Works Director
Barry Creasman, Senior Water Operator
Steve Stackhouse, Finance Officer

There were 3 members of the public present. Mayor Helms called the meeting to order at 3:00 p.m. and opened with a moment of silence.

Agenda Approval

Commissioner Vinson moved to adopt the meeting agenda as amended. Commissioner Gilliland seconded and the motion carried 4/0.

Budget Meeting Workshop

Mr. Nalley advised, that in recent discussions with Mayor Helms, some members of the Board were not in favor of a tax increase. Mr. Nalley recalculated the budget by one penny to the current tax rate of 41 cents per \$100 valuation which was a reduction of \$23,500 in revenue. There was also a reduction in expenses in the amount of \$16,800 from switching health insurance coverage from Blue Cross Blue Shield to United Health Care. An additional \$6,700 is required from Fund Balance to balance the budget. There were no adjustments needed for the water fund.

Commissioner Gilliland asked for clarification on the proposed 2.5% increase in water rates. Mr. Nalley advised this adjustment was necessary to meet funding obligations for the water fund. Debt Service is budgeted for the water system in the amount of \$97,600 for the Water Bond Payment (\$35,300), the ARRA Debt Service Payment (\$29,500), the Backhoe Debt Payment (\$16,000), and the Upper Kentucky Road Assessment Project Debt Payment (\$16,800). Mr. Stackhouse also reviewed a letter from the North Carolina Local Government Commission in which they expressed concerns of a deficit in the Water Fund without a change in water

rates, due to early payment of promissory notes and completion of the water/sewer assessment projects. Mr. Nalley reminded the Board proposed increase originated at their Annual Board Retreat in February.

Commissioner Vinson asked about the letter from Mike Cox of Architectural Design Studio requesting payment of \$16,475 for the Town Hall Project. In response to a question from Commissioner Vinson, Mr. Nalley advised that the Town Attorney is reviewing the architects claim, and that once the review is complete, a recommendation will be made regarding the matter.

Mr. Nalley then reported to the Board that the pump in Well 5 had gone bad within the past few days and will require replacement. This unexpected expenditure will have an impact on the Water Fund here at year end.

Commissioner Gilliland questioned the need to allocate monies for Montreat Landcare's new website. Commissioner Vinson advised that anytime you have a viable organization or committee you need to have a good website. Mr. Nalley mentioned that Montreat Landcare was comprised of eight entities and that for bigger projects Landcare raises money to help pay for the program or service. Montreat College and Montreat Conference Center have both been good partners so the Town is hopeful that the website cost can be shared.

Following discussion the Board decided to take the \$6,700 from the monies set aside for the Texas Road Bridge Project in order to balance the budget.

Mayor Helms noted that the Board would vote on the proposed budget at the June 23rd meeting and that Board Members should communicate with Mr. Nalley if they had any further questions, proposed revisions or comments prior to then.

Adjournment

Commissioner Vinson moved to adjourn the Special Meeting. Commissioner Standaert seconded. The motion carried 4/0 and the meeting was adjourned at 3:30 p.m.

Tim Helms, Mayor

Angie Murphy, Town Clerk

**Town of Montreat
Board of Commissioners
Town Council Special Meeting
June 23, 2016
Town Services Office**

Board members present: Mayor Tim Helms
Mayor Pro Tem Kitty Fouche
Commissioner Bill Gilliland
Commissioner Kent Otto
Commissioner Mary Standaert
Commissioner Ann Vinson

Town staff present: Ron Nalley, Town Administrator
Angie Murphy, Town Clerk
Steve Freeman, Public Works Director
Steve Stackhouse, Finance Officer

There were no members of the public present. Mayor Helms called the meeting to order at 3:00 p.m. and opened with a moment of silence.

Agenda Approval

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

Budget Meeting Workshop

Mr. Nalley gave a brief review of the changes the Board requested from the June 20 Budget Meeting Workshop. Mr. Nalley indicated the tax rate was lowered from 0.42 to 0.41 as is reflected in the corresponding reduction of revenue from \$976,600 to \$953,400. The savings from switching the employee insurance benefit plan decreased expenses by \$16,800 and the remainder of the monies needed to balance the budget were subtracted from the Texas Road Bridge Project. Mr. Nalley explained that the Budget Ordinance adopts the Town's projected revenues and expenditures, sets the tax rate and adopts the fee schedule for the fiscal year. Mr. Nalley advised while the fee schedule could be amended if needed, the tax rate cannot and is set for the year.

In response to a question from Commissioner Standaert, Mr. Nalley advised that he would be beginning his new position with the Town of Lake Lure on August 1st. Mr. Nalley advised the Board they would save a portion of his budgeted salary depending on the length of time the position remains vacant and the negotiated contract with an Interim Town Administrator. Other potential savings could be realized by salary negotiation with the potential new Town Administrator. Mayor Helms expressed his appreciation to Mr. Nalley in helping to make the transition easier.

**Montreat Board of Commissioners
Town Council Special Meeting Minutes
June 23, 2016**

Commissioner Gilliland moved to adopt the 2016-2017 Fiscal Year Budget Ordinance and Fee Schedule as presented. Mayor Pro Tem Fouche seconded and the motion carried 5/0.

Mr. Nalley advised the Board that there were no amendments needed for the 2015-2016 Fiscal Year Budget at this time but if a situation were to arise, staff would notify the Board at their July meeting. Commissioner Standaert inquired about the outstanding invoice with Mike Cox of Architectural Design Studio. Mr. Nalley advised that the document is still under review by the Town's Attorney so staff is unsure which Fiscal Year Budget will be affected at this time. Commissioner Vinson moved to authorize the Town Administrator and Finance Officer to make any necessary additional amendments to the 2015-2016 Fiscal Year Budget. Commissioner Otto seconded and the motion carried 5/0.

Adjournment

There being no further business Commissioner Gilliland moved to adjourn the Special Meeting. Commissioner Standaert seconded. The motion carried 5/0 and the meeting was adjourned at 3:15 p.m.

Tim Helms, Mayor

Angie Murphy, Town Clerk



Town of Montreat

P.O. Box 423, Montreat, North Carolina 28757
Phone: (828) 669-8002 • Fax: (828) 669-3810

June 16, 2016

Mr. Tim Helms, Mayor
Town of Montreat
P.O. Box 423
Montreat, NC 28757

Dear Mayor Helms:

Please accept my resignation as Town Administrator of the Town of Montreat. I will be leaving my position July 31, 2016, which is the end of my scheduled vacation. Needless to say, after eleven years of service as Town Administrator and many more with Montreat prior to that, this decision was not an easy one.

As you know, my primary interest is in local government management, and, therefore, I have accepted a position with the Town of Lake Lure as their Town Manager.

Although I am eager to accept the challenges in this new position, there is regret in leaving the Town of Montreat. The organization as a whole has treated me very well over the past eleven years. Please understand how much I have enjoyed working with the Town. I will not forget the friendships and professional growth I have experienced as an employee here.

Best wishes and good luck to you in the years to come.

Ron Nalley
Town Administrator

MONTHLY POLICE STATISTICS REPORT

JUNE	2016	2015	2014	2013	2012
Mileage	3347	3462	2465	3061	3008
Dispatched Calls	123	119	127	133	101
Officer-Initiated Calls	289	231	265	225	252
Fire/EMS Assistance Calls	2F/1E	7F/4E	5F/5E	7F/8E	7
Motorist/Other Assistance Calls	48	71	57	67	34
Traffic Stops	25	23	34	41	30
Parking Issues	9	2	14	7	20
Burglar/Fire Alarm Responses	0	2B	2B/2F	7B/0F	2
Residential/Building Checks	224	173	62	98	82
Ordinance violations	36	24	13	14	29
LE Agency Assistance Calls	9	21	16	33	67
Animal Calls	4	8	7	3	10
Larcenies	0	1	3	0	0
B&E Calls	0	0	1	0	0
Suspicious Person/Vehicle Investigations	3P/35V	10P/25V	12P/7V	18P/9V	30
Disturbance Calls	3	5	0	2	14
Accident Responses	3	0	0	0	1
Auxiliary Hours Worked	48T/32R	24T/32R	00/32R	80O/32R	128
Truck turns at gate	2	0	1	5	8

- Town Service: 553
- MRA Service: 168
- College Service: 5
- On 06/06/2016 MPD received a call reference a rattle snake on Peace Lane. The rattle snake was relocated thanks to Ranger Jason of the MRA.
- On 06/08/2016 MPD investigated a phone call that was made from a residence on Greybeard to Black Mountain which was determined to be a flim-flam call. The phone number did not correspond with the Greybeard address.
- On 06/13/2016 MPD received a call about a missing female separated from her group at an MRA conference. The youth was located and returned to the group.
- On 06/22/2016 MPD stopped a vehicle on a traffic violation. The subject was looking for BGA. The subject was directed to the Cove.
- On 06/27/2016 MPD received a call reference warrant service on Overbrook. The subject was not located. Also on this date, MPD was called reference a rattle snake. The snake was relocated. Also on this date, MPD received a call of a hit and run on Alabama Road (MRA), a report was filed.
- On 06/28/2016 MPD received a report of a bat in a house. The bat was removed, a report was taken and the bat was transferred to Animal Services in Asheville for rabies testing. Also on this date, MPD was called to assist BMPD reference a shooting. Chief Padgett later called to thank Officer Arrant for his assistance and stated that Officer Arrant did an outstanding job.
- On 06/28-29/2016 MPD Officers did mandatory firearms qualification at the BMPD Range.

- On 06/30/2016 MPD was called to a wreck at the Montreat Gate involving the Gate.

Note: MPD has had trouble with one black bear that seems to have the combination to the “bear proof” trash cans. We have also been called reference what we believe is the same bear seen in the populated areas.

Note: MPD wants to advise residents that Terminex provides bat removal services. They have proper license and equipment to remove bats and do testing if required.

Note: MPD has again seen an increase this year in both non-poisonous snakes and poisonous snakes. Please watch your step.

Note: MPD would like to remind residents to please call the Police Department 24 hours a day, 7 days a week, for any suspicious activity, and to remember to lock vehicles and residences at all times.

Note: As most of you are aware, the Montreat Gate is now closed. The truck turn around area is closed for all parking, including the grassy knoll. The MPD will be heavily monitoring this area and will tow all vehicles that park, remove any barricades, cones, or caution tape. This area must remain clear for all emergencies and truck turn arounds. As always thank you for your support!

General Fund
Statement of Revenues, Expenditures, and Changes in Fund Balances
For the Period Ended May 31, 2016

	FYE 2016 Budgeted	Previously Reported	Current Month	FYE 2016 YTD Actual	FYE 15 Comparison YTD Actual	FYE 2016 Remaining Budget	Actual to Budget %	Statement Period	Variance	5/31/15
								11		
Revenues:										
Ad valorem taxes	\$ 952,500.00	\$ 942,296.95	\$ 2,895.97	\$ 945,192.92	\$ 938,347.41	\$ 7,307.08				
Other taxes and licenses	\$ 357,400.00	\$ 275,604.73	\$ 24,513.44	\$ 300,118.17	\$ 279,335.49	\$ 57,281.83				
Unrestricted intergovernmental	\$ 60,500.00	\$ 50,325.62	\$ 3,306.39	\$ 53,632.01	\$ 50,873.67	\$ 6,867.99				
Permits and Fees	\$ 46,000.00	\$ 31,886.08	\$ 3,151.04	\$ 35,037.12	\$ 28,770.57	\$ 10,962.88				
Community Service Fee	\$ 50,000.00	\$ 45,558.00	\$ -	\$ 45,558.00	\$ 48,158.20	\$ 4,442.00				
Sales and Services	\$ 13,000.00	\$ 8,518.46	\$ 522.00	\$ 9,040.46	\$ 8,890.23	\$ 3,959.54				
Investment earnings	\$ 2,200.00	\$ 1,226.54	\$ 200.84	\$ 1,427.38	\$ 893.56	\$ 772.62				
Other revenues	\$ 13,718.00	\$ 8,856.69	\$ 7,944.50	\$ 16,801.19	\$ 1,327.46	\$ (3,083.19)				
Subtotal - Normal Operating	\$ 1,495,318.00	\$ 1,364,273.07	\$ 42,534.18	\$ 1,406,807.25	\$ 1,356,596.59	\$ 88,510.75	94.08%	91.67%	2.41%	-0.17%
<i>Restricted intergovernmental</i>	\$ 740,000.00	\$ 182,111.87	\$ -	\$ 182,111.87	\$ 75,860.32	\$ 557,888.13				
<i>Contributions - Landcare</i>	\$ 20,000.00	\$ 18,000.00	\$ -	\$ 18,000.00	\$ -	\$ 2,000.00				
<i>Contributions - Open Space</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
Total Revenues	2,255,318.00	1,564,384.94	42,534.18	1,606,919.12	\$ 1,432,456.91	648,398.88	71.25%	91.67%	-20.42%	-30.34%
Expenditures:										
Governing Body	\$ 104,700.00	\$ 68,478.84	\$ 5,340.84	\$ 73,819.68	\$ 57,573.10	\$ 30,880.32	70.51%	91.67%	21.16%	30.68%
Administration	\$ 282,800.00	\$ 217,072.17	\$ 15,771.53	\$ 232,843.70	\$ 256,031.04	\$ 49,956.30	82.34%	91.67%	9.33%	0.27%
Public Buildings	\$ 139,950.00	\$ 45,817.46	\$ 3,454.41	\$ 49,271.87	\$ 190,748.57	\$ 90,678.13	35.21%	91.67%	56.46%	7.08%
Police	\$ 378,943.00	\$ 314,971.90	\$ 25,433.32	\$ 340,405.22	\$ 341,566.44	\$ 38,537.78	89.83%	91.67%	1.84%	2.46%
Building & Zoning	\$ 82,200.00	\$ 64,996.42	\$ 6,053.73	\$ 71,050.15	\$ 67,209.06	\$ 11,149.85	86.44%	91.67%	5.23%	3.12%
Public Works	\$ 86,100.00	\$ 59,932.56	\$ 4,863.57	\$ 64,796.13	\$ 61,074.41	\$ 21,303.87	75.26%	91.67%	16.41%	8.15%
Streets	\$ 1,265,900.00	\$ 224,876.42	\$ 15,543.26	\$ 240,419.68	\$ 278,302.07	\$ 1,025,480.32	18.99%	91.67%	72.67%	72.01%
Powell Bill	\$ 56,000.00	\$ 7,365.55	\$ 199.55	\$ 7,565.10	\$ 8,602.18	\$ 48,434.90	13.51%	91.67%	78.16%	71.89%
Sanitation	\$ 119,100.00	\$ 81,828.81	\$ 4,518.06	\$ 86,346.87	\$ 85,770.32	\$ 32,753.13	72.50%	91.67%	19.17%	6.91%
Env/Cons/Rec	\$ 28,500.00	\$ 10,656.64	\$ 288.70	\$ 10,945.34	\$ 188.48	\$ 17,554.66	38.40%	91.67%	53.26%	89.45%
Total expenditures	2,544,193.00	\$ 1,095,996.77	\$ 81,466.97	\$ 1,177,463.74	\$ 1,347,065.67	\$ 1,366,729.26	46.28%	91.67%	45.39%	41.79%
Revenues over expenditures	(288,875.00)	\$ 468,388.17	\$ (38,932.79)	\$ 429,455.38	\$ 85,391.24	\$ (718,330.38)				
Other financing sources (uses):										
Transfer to/from Water Fund		\$ -	\$ -	\$ -	\$ -	\$ -				
Fund Balance Appropriated:	\$ 458,875.00	\$ -	\$ -	\$ -	\$ -	\$ 458,875.00				
Total other financing source	\$ 458,875.00	\$ -	\$ -	\$ -	\$ -	\$ 458,875.00				
Revenues and other sources over expenditures and other uses	\$ 170,000.00	\$ 468,388.17	\$ (38,932.79)	\$ 429,455.38	\$ 85,391.24	\$ (259,455.38)				
Expenditure Recap:										
Salaries & Benefits	\$ 922,400.00	\$ 755,495.62	\$ 50,686.83	\$ 806,182.45	\$ 803,237.43	\$ 116,217.55				
Other Operating	\$ 405,318.00	\$ 259,750.03	\$ 23,314.55	\$ 283,064.58	\$ 250,694.74	\$ 122,253.42				
CIP/Grant Projects	\$ 1,216,475.00	\$ 80,751.12	\$ 7,465.59	\$ 88,216.71	\$ 293,133.51	\$ 1,128,258.29				
Total Expenditures	\$ 2,544,193.00	\$ 1,095,996.77	\$ 81,466.97	\$ 1,177,463.74	\$ 1,347,065.67	\$ 1,366,729.26				

Water Fund
Statement of Revenues, Expenditures, and Changes in Fund Balances
For the Period Ended May 31, 2016

	FYE 2016 Budgeted	Previously Reported	Current Month	FYE 2016 YTD Actual	FYE 15 Comparison YTD Actual	FYE 2016 Remaining Budget	Actual to Budget Percent	Statement Period 11	Variance	5/31/15
Revenues:										
Ad valorem taxes			\$ -			\$ -				
Other taxes and licenses	\$ -	\$ 139,098.67	\$ 644.07	\$ 139,742.74		\$ (139,742.74)				
MRA Comm Svc Fee	\$ -		\$ -			\$ -				
Permits and Fees			\$ -			\$ -				
Sales and Services	\$ 300,000.00	\$ 241,724.14	\$ 21,836.56	\$ 263,560.70	\$ 257,102.07	\$ 36,439.30				
Investment earnings	\$ 500.00	\$ 112.01	\$ 20.36	\$ 132.37	\$ 68.72	\$ 367.63				
Other revenues	\$ 26,500.00	\$ 26,786.73	\$ 442.45	\$ 27,229.18	\$ 22,700.34	\$ (729.18)				
Subtotal - Normal Operating	\$ 327,000.00	\$ 407,721.55	\$ 22,943.44	\$ 430,664.99	\$ 279,871.13	\$ (103,664.99)				
<i>Restricted intergovernmental</i>			\$ -			\$ -				
Total revenues	\$ 327,000.00	\$ 407,721.55	\$ 22,943.44	\$ 430,664.99	\$ 279,871.13	\$ (103,664.99)	131.70%	91.67%	40.04%	-39.74%
Expenditures:										
Water Department	\$ 327,000.00	\$ 144,348.62	\$ 40,094.47	\$ 184,443.09	\$ 445,641.85	\$ 142,556.91	56.40%	91.67%	35.26%	8.99%
Total expenditures	\$ 327,000.00	\$ 144,348.62	\$ 40,094.47	\$ 184,443.09	\$ 445,641.85	\$ 142,556.91	56.40%	91.67%	35.26%	8.99%
Revenues over expenditures	\$ -	\$ 263,372.93	\$ (17,151.03)	\$ 246,221.90	\$ (165,770.72)	\$ (246,221.90)				
Other financing sources (uses):										
Transfers to/from General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
Fund Balance Appropriated:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
Total other financing sources (uses)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
Revenues and other sources over expenditures and other uses	\$ -	\$ 263,372.93	\$ (17,151.03)	\$ 246,221.90	\$ (165,770.72)	\$ (246,221.90)				
Expenditure Recap:										
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -		\$ -				
Other Operating	\$ 327,000.00	\$ 144,348.62	\$ 40,094.47	\$ 184,443.09	\$ 190,098.80	\$ 142,556.91				
<i>CIP/Grant Projects</i>		\$ -	\$ -	\$ -	\$ 255,543.05	\$ -				
Total Expenditures	\$ 327,000.00	\$ 144,348.62	\$ 40,094.47	\$ 184,443.09	\$ 445,641.85	\$ 142,556.91				

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TOWN OF MONTREAT
Revenue Statement
Period Ending: May 31, 2016
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(ALL) All Departments

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	-560.41	3,450.05	-2,950.05	690.01
CY AD VALOREM TAXES	10-00-3005-100	952,000.00	3,456.38	941,742.87	10,257.13	98.92
TAX INTEREST & PENALTIES	10-00-3050-100	1,000.00	187.66	2,115.56	-1,115.56	211.55
LOCAL SALES TAX	10-00-3065-100	345,000.00	23,142.69	285,891.58	59,108.42	82.86
PAYMENT IN LIEU OF TAXES	10-00-3070-100	2,000.00	0.00	0.00	2,000.00	0.00
PY DMV TAXES	10-00-3104-100	100.00	0.00	0.00	100.00	0.00
CY DMV TAXES	10-00-3194-100	11,300.00	1,183.09	12,111.03	-811.03	107.17
UTILITIES FRANCHISE TAX	10-00-3205-200	55,000.00	0.00	50,085.86	4,914.14	91.06
WINE & BEER TAX	10-00-3220-200	3,000.00	3,191.09	3,191.09	-191.09	106.37
SOLID WASTE DISPOSAL TAX	10-00-3235-200	500.00	115.30	355.06	144.94	71.01
CONTRIBUTIONS	10-00-3300-300	2,000.00	0.00	1,500.00	500.00	75.00
PUBLIC SAFETY CHARGES	10-10-3305-300	3,000.00	0.00	2,528.37	471.63	84.27
GRANT PROCEEDS - FEDERAL	10-10-3310-300	700,000.00	0.00	0.00	700,000.00	0.00
POWELL BILL	10-20-3325-300	40,000.00	0.00	40,141.21	-141.21	100.35
CONTRIBUTIONS - LANDCARE	10-80-3330-340	10,000.00	300.00	400.00	9,600.00	4.00
CONTRIBUTIONS - Voluntary Rec	10-00-3330-341	0.00	1,700.00	2,700.00	-2,700.00	0.00
GRANT PROCEEDS - NC	10-10-3340-300	0.00	0.00	104,430.75	-104,430.75	0.00
GRANT PROCEEDS-NC-PARTF GREEN	10-80-3340-451	0.00	0.00	11,516.00	-11,516.00	0.00
Landcare - Grants - Hemlock	10-80-3340-452	10,000.00	0.00	14,000.00	-4,000.00	140.00
GRANT PROCEEDS - NCDPS/FEMA 2	10-10-3341-013	0.00	0.00	26,023.91	-26,023.91	0.00
COURT COSTS - ARREST FEES & F	10-10-3405-400	200.00	7.64	24.51	175.49	12.25
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	3,143.40	35,012.61	9,987.39	77.80
SANITATION FEES	10-10-3435-400	10,000.00	522.00	6,512.09	3,487.91	65.12
COMMUNITY SERVICE FEE	10-00-3550-800	50,000.00	0.00	45,558.00	4,442.00	91.11
INTEREST ON INVESTMENTS	10-00-3800-800	2,000.00	183.97	1,247.46	752.54	62.37
INTEREST INVESTMNT-POWELL BIL	10-00-3805-800	200.00	16.87	179.92	20.08	89.96
MISC REVENUE	10-00-3815-800	1,000.00	0.00	238.12	761.88	23.81
SALE OF FIXED ASSETS	10-00-3820-800	1,000.00	0.00	0.00	1,000.00	0.00
INSURANCE RECOVERY PROCEEDS	10-00-3850-800	10,018.00	5,944.50	15,963.07	-5,945.07	159.34

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Account Description	Account Number	Estimated Revenue	Activity This Period	Revenue To Date	Uncollected To Date	Percent Collected %
FUND BALANCE APPROPRIATED	10-00-3905-900	443,075.00	0.00	0.00	443,075.00	0.00
POWELL BILL FUND BALANCE APP.	10-20-3925-900	15,800.00	0.00	0.00	15,800.00	0.00
TOTAL FUND REVENUE:		2,714,193.00	42,534.18	1,606,919.12	1,107,273.88	59.20

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TOWN OF MONTREAL
Encumbrances & Expenditure Statement
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10 GENERAL FUND

Selected Department *Page 1*
 (ALL) All Departments

Account Description	Account No	Budget Amount	Activity This Period	Expenditure Year to Date	Encumbrance Year to Date	Unencumbered 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	249,700.00	5,250.00	67,321.97	0.00	182,378.03	26.96
FICA EXPENSE	10-00-4100-050	800.00	0.00	374.88	0.00	425.12	46.86
TRAVEL & TRAINING	10-00-4100-140	2,300.00	0.00	2,230.00	0.00	70.00	96.95
ADVERTISING	10-00-4100-260	2,800.00	0.00	189.87	0.00	2,610.13	6.78
DEPARTMENT SUPPLIES	10-00-4100-330	2,500.00	90.84	1,822.99	0.00	677.01	72.92
SALARY CONTINGENCY	10-00-4100-332	13,000.00	0.00	0.00	0.00	13,000.00	0.00
CONTRACT SERVICES	10-00-4100-450	6,900.00	0.00	6,843.37	0.00	56.63	99.17
INDIRECT COST ALLOCATI	10-00-4100-480	-13,600.00	0.00	-10,208.40	0.00	-3,391.60	75.06
CONTRIBUTIONS	10-00-4100-520	500.00	0.00	345.00	0.00	155.00	69.00
TOTAL DEPT: (4100) GOVERNING BODY		274,700.00	5,340.84	73,819.68	0.00	200,880.32	26.87

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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	181,100.00	10,503.78	145,173.10	0.00	35,926.90	80.16
FICA EXPENSE	10-00-4200-050	13,900.00	811.19	11,191.61	0.00	2,708.39	80.51
GROUP INSURANCE	10-00-4200-060	26,500.00	2,208.27	21,799.11	0.00	4,700.89	82.26
RETIREMENT EXPENSE	10-00-4200-070	23,400.00	1,238.53	16,871.89	0.00	6,528.11	72.10
POSTAGE	10-00-4200-100	2,200.00	60.00	937.62	0.00	1,262.38	42.61
TELEPHONE	10-00-4200-110	8,400.00	399.56	4,774.87	0.00	3,625.13	56.84
TRAVEL & TRAINING	10-00-4200-140	3,400.00	299.03	3,213.37	0.00	186.63	94.51
M & R EQUIPMENT	10-00-4200-160	24,400.00	0.00	20,722.55	0.00	3,677.45	84.92
ADVERTISING	10-00-4200-260	1,800.00	0.00	994.26	0.00	805.74	55.23
OFFICE EXPENSE	10-00-4200-320	3,000.00	47.85	1,945.32	0.00	1,054.68	64.84
OFFICE EQUIPMENT	10-00-4200-330	1,000.00	0.00	269.53	0.00	730.47	26.95
BANK SERVICE CHARGE EX	10-00-4200-340	1,400.00	111.02	1,059.51	0.00	340.49	75.67
CONTRACT SERVICES	10-00-4200-450	21,500.00	92.30	20,623.66	0.00	876.34	95.92
INDIRECT COST ALLOCATI	10-00-4200-480	-24,400.00	0.00	-19,814.70	0.00	-4,585.30	81.20
DUES & SUBSCRIPTIONS	10-00-4200-530	3,100.00	0.00	3,082.00	0.00	18.00	99.41
SUPERVISOR'S EXPENSE	10-00-4200-550	500.00	0.00	0.00	0.00	500.00	0.00
TOTAL DEPT: (4200) ADMINISTRATION		291,200.00	15,771.53	232,843.70	0.00	58,356.30	79.96

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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	3,500.00	107.59	2,560.15	0.00	939.85	73.14
M & R BUILDINGS & GROU	10-00-5000-150	2,500.00	125.00	1,213.98	0.00	1,286.02	48.55
M & R EQUIPMENT	10-00-5000-160	5,200.00	346.90	3,274.85	0.00	1,925.15	62.97
DEPARTMENT SUPPLIES	10-00-5000-330	1,200.00	203.28	203.28	0.00	996.72	16.94
INDIRECT COST ALLOCATI	10-00-5000-480	-5,200.00	0.00	-3,916.80	0.00	-1,283.20	75.32
INSURANCE	10-00-5000-540	36,100.00	0.00	35,639.77	0.00	460.23	98.72
CAPITAL OUTLAY	10-00-5000-730	96,650.00	2,671.64	10,296.64	0.00	86,353.36	10.65
TOTAL DEPT: (5000) PUBLIC BUILDINGS		139,950.00	3,454.41	49,271.87	0.00	90,678.13	35.20

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Account Description	Account No	Budget Amount	Activity This Period	Expenditure Year to Date	Encumbrance Year to Date	Unencumbered Balance	% Spent
DEPT (5100) POLICE							
SALARIES & WAGES	10-10-5100-020	228,000.00	12,731.93	209,055.29	0.00	18,944.71	91.69
FICA EXPENSE	10-10-5100-050	17,500.00	965.65	15,911.11	0.00	1,588.89	90.92
GROUP INSURANCE	10-10-5100-060	39,700.00	3,598.64	43,528.49	0.00	-3,828.49	109.64
RETIREMENT EXPENSE	10-10-5100-070	28,500.00	1,405.90	23,598.50	0.00	4,901.50	82.80
TELEPHONE	10-10-5100-110	2,000.00	185.46	1,904.10	0.00	95.90	95.20
TRAVEL & TRAINING	10-10-5100-140	500.00	78.75	298.55	0.00	201.45	59.71
M & R EQUIPMENT	10-10-5100-160	4,000.00	0.00	2,107.47	0.00	1,892.53	52.68
M & R AUTO	10-10-5100-170	14,018.00	150.00	11,892.36	0.00	2,125.64	84.83
PUBLIC ED - SAFETY SAT	10-10-5100-234	500.00	293.95	433.95	0.00	66.05	86.79
AUTO SUPPLIES (GAS, OI	10-10-5100-310	15,000.00	4,199.29	9,539.45	0.00	5,460.55	63.59
MEDICAL CERTIFICATION	10-10-5100-320	1,000.00	0.00	322.00	0.00	678.00	32.20
DEPARTMENT SUPPLIES	10-10-5100-330	2,100.00	461.46	1,443.68	0.00	656.32	68.74
UNIFORMS	10-10-5100-360	1,700.00	550.60	1,228.96	0.00	471.04	72.29
DUES & SUBSCRIPTIONS	10-10-5100-530	300.00	50.00	50.00	0.00	250.00	16.66
CAPITAL OUTLAY	10-10-5100-730	4,925.00	761.69	4,841.31	0.00	83.69	98.30
DISPATCHER SERVICES	10-10-5100-760	19,200.00	0.00	14,250.00	0.00	4,950.00	74.21
TOTAL DEPT: (5100) POLICE		378,943.00	25,433.32	340,405.22	0.00	38,537.78	89.83

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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	49,800.00	2,716.22	44,884.21	0.00	4,915.79	90.12
FICA EXPENSE	10-10-5400-050	3,900.00	207.79	3,436.61	0.00	463.39	88.11
GROUP INSURANCE	10-10-5400-060	9,100.00	719.72	9,019.35	0.00	80.65	99.11
RETIREMENT EXPENSE	10-10-5400-070	6,100.00	316.52	5,190.91	0.00	909.09	85.09
TELEPHONE	10-10-5400-110	800.00	43.75	481.24	0.00	318.76	60.15
TRAVEL & TRAINING	10-10-5400-140	2,500.00	0.00	2,432.58	0.00	67.42	97.30
M & R EQUIPMENT	10-10-5400-160	4,600.00	1,605.00	1,605.00	0.00	2,995.00	34.89
M&R AUTO	10-10-5400-170	700.00	30.00	646.29	0.00	53.71	92.32
AUTO SUPPLIES	10-10-5400-310	1,100.00	64.73	1,018.54	0.00	81.46	92.59
DEPARTMENT SUPPLIES	10-10-5400-330	800.00	0.00	603.42	0.00	196.58	75.42
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	52.00	0.00	198.00	20.80
CONTRACT SERVICES - BU	10-10-5400-450	1,250.00	300.00	875.00	0.00	375.00	70.00
FIRE INSPECTIONS	10-10-5400-451	250.00	0.00	0.00	0.00	250.00	0.00
DUES & SUBSCRIPTIONS	10-10-5400-530	800.00	50.00	805.00	0.00	-5.00	100.62
TOTAL DEPT: (5400) BUILDING & ZONING		82,200.00	6,053.73	71,050.15	0.00	11,149.85	86.43

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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	53,800.00	2,835.12	48,476.15	0.00	5,323.85	90.10
FICA EXPENSE	10-20-5550-050	4,200.00	216.88	3,711.59	0.00	488.41	88.37
GROUP HEALTH INSURANCE	10-20-5550-060	9,100.00	719.72	8,802.23	0.00	297.77	96.72
RETIREMENT EXPENSE	10-20-5550-070	6,500.00	330.15	5,607.68	0.00	892.32	86.27
TELEPHONE	10-20-5550-110	700.00	62.10	615.12	0.00	84.88	87.87
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	203.29	0.00	296.71	40.65
AUTO SUPPLIES	10-20-5550-310	3,800.00	152.92	2,271.87	0.00	1,528.13	59.78
DEPARTMENTAL SUPPLIES	10-20-5550-330	2,000.00	347.63	618.11	0.00	1,381.89	30.90
UNIFORMS	10-20-5550-360	500.00	139.05	391.99	0.00	108.01	78.39
STORMWATER PROGRAM	10-20-5550-370	4,500.00	60.00	60.00	0.00	4,440.00	1.33
INDIRECT COST ALLOCATI	10-20-5550-480	-8,000.00	0.00	-5,961.90	0.00	-2,038.10	74.52
CAPITAL OUTLAY	10-20-5550-730	8,300.00	0.00	0.00	0.00	8,300.00	0.00
TOTAL DEPT: (5550) PUBLIC WORKS		86,100.00	4,863.57	64,796.13	0.00	21,303.87	75.25

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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	109,100.00	3,522.66	96,160.10	0.00	12,939.90	88.13
FICA EXPENSE	10-20-5600-050	8,400.00	269.49	7,356.49	0.00	1,043.51	87.57
GROUP INSURANCE	10-20-5600-060	18,800.00	2,159.19	25,698.63	0.00	-6,898.63	136.69
RETIREMENT EXPENSE	10-20-5600-070	13,200.00	410.21	10,996.25	0.00	2,203.75	83.30
TRAVEL & TRAINING	10-20-5600-140	2,100.00	0.00	2,012.20	0.00	87.80	95.81
M & R EQUIPMENT	10-20-5600-160	3,000.00	1,262.90	2,748.99	0.00	251.01	91.63
M & R TRUCKS	10-20-5600-170	4,000.00	368.60	3,639.49	0.00	360.51	90.98
AUTO SUPPLIES (GAS, OI	10-20-5600-310	9,200.00	179.66	4,951.34	0.00	4,248.66	53.81
DEPARTMENT SUPPLIES -	10-20-5600-330	5,500.00	314.70	4,612.15	0.00	887.85	83.85
UNIFORMS	10-20-5600-360	2,000.00	407.60	2,003.05	0.00	-3.05	100.15
CONTRACT SERVICE	10-20-5600-450	14,000.00	775.00	3,573.00	0.00	10,427.00	25.52
INDIRECT COST ALLOCATI	10-20-5600-480	-23,200.00	0.00	-17,398.80	0.00	-5,801.20	74.99
CAPITAL OUTLAY	10-20-5600-730	1,067,900.00	4,032.26	73,078.76	0.00	994,821.24	6.84
STREET LIGHTING	10-20-5600-740	23,500.00	1,840.99	20,988.03	0.00	2,511.97	89.31
DEBT PAYMENT	10-20-5600-900	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL DEPT: (5600) STREET DEPARTMENT		1,257,500.00	15,543.26	240,419.68	0.00	1,017,080.32	19.11

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DEPT (5700) POWELL BILL							
NEW BRIDGE/CULVERT	10-20-5700-740	3,000.00	0.00	1,855.00	0.00	1,145.00	61.83
ROAD MAINTENANCE	10-20-5700-750	4,000.00	0.00	2,759.31	0.00	1,240.69	68.98
SIGNS/PAINTING	10-20-5700-755	17,000.00	0.00	58.82	0.00	16,941.18	0.34
PATCHING	10-20-5700-760	4,000.00	199.55	787.77	0.00	3,212.23	19.69
SURVEYS/MAPS	10-20-5700-765	2,000.00	0.00	1,000.00	0.00	1,000.00	50.00
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	1,104.20	0.00	895.80	55.21
TOTAL DEPT: (5700) POWELL BILL		56,000.00	199.55	7,565.10	0.00	48,434.90	13.50

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Account Description	Account No	Budget Amount	Activity This Period	Expenditure Year to Date	Encumbrance Year to Date	Unencumbered Balance	% Spent
DEPT (5800) SANITATION							
SALARIES AND WAGES	10-30-5800-020	41,800.00	1,743.20	29,682.83	0.00	12,117.17	71.01
CONTRACT SERVICES	10-30-5800-040	15,000.00	0.00	12,450.00	0.00	2,550.00	83.00
FICA EXPENSE	10-30-5800-050	3,300.00	133.35	2,270.73	0.00	1,029.27	68.81
GROUP HEALTH INSURANCE	10-30-5800-060	12,100.00	719.72	9,051.25	0.00	3,048.75	74.80
RETIREMENT - LOCAL GOV	10-30-5800-070	4,000.00	203.00	3,433.46	0.00	566.54	85.83
TELEPHONE	10-30-5800-110	750.00	43.75	482.64	0.00	267.36	64.35
UTILITIES	10-30-5800-130	500.00	41.79	468.46	0.00	31.54	93.69
M & R EQUIPMENT	10-30-5800-160	400.00	0.00	0.00	0.00	400.00	0.00
M & R - TRUCKS	10-30-5800-170	7,000.00	0.00	6,080.83	0.00	919.17	86.86
AUTO SUPPLIES	10-30-5800-310	5,000.00	78.73	2,682.65	0.00	2,317.35	53.65
SUPPLIES/TOOLS	10-30-5800-330	4,000.00	0.00	862.41	0.00	3,137.59	21.56
UNIFORMS	10-30-5800-360	750.00	0.00	199.95	0.00	550.05	26.66
CONTRACT - DUMPSTER SE	10-30-5800-451	12,500.00	950.37	10,768.23	0.00	1,731.77	86.14
TIPPING FEES	10-30-5800-550	12,000.00	604.15	7,913.43	0.00	4,086.57	65.94
TOTAL DEPT: (5800) SANITATION		119,100.00	4,518.06	86,346.87	0.00	32,753.13	72.49

07/01/16 Fiscal Year: 2016
 10:51:53 Fiscal Month Range: 11-11
 (D)

TOWN OF MONTREAT
Encumbrances & Expenditure Statement
 Period Ending: May 31, 2016
10 GENERAL FUND

Selected Department *Page 10*
 (ALL) All Departments

Account Description	Account No	Budget Amount	Activity This Period	Expenditure Year to Date	Encumbrance Year to Date	Unencumbered Balance	% Spent
DEPT (6190) ENVIRONMENT, CONSERVATION & RECREATION							
LANDCARE	10-80-6190-340	1,000.00	208.70	968.37	0.00	31.63	96.83
Landcare - Hemlocks	10-80-6190-452	20,000.00	80.00	9,976.97	0.00	10,023.03	49.88
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		28,500.00	288.70	10,945.34	0.00	17,554.66	38.40
TOTAL FUND: (10) GENERAL FUND		2,714,193.00	81,466.97	1,177,463.74	0.00	1,536,729.26	43.38

07/01/16
10:51:30

Fiscal Year: 2016
Fiscal Month Range: 11-11

TOWN OF MONTREAT
Revenue Statement
Period Ending: May 31, 2016
30 WATER FUND

Selected Department Page 3
(ALL) All Departments

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	18,588.92	1,411.08	92.94
WATER SALES	30-91-3500-500	140,000.00	8,104.56	112,944.34	27,055.66	80.67
WATER ACCESS FEES	30-91-3500-600	160,000.00	13,732.00	150,616.36	9,383.64	94.13
BILLING FEE REVENUE	30-91-3500-800	1,000.00	90.65	998.12	1.88	99.81
WATER TAPS	30-91-3505-500	2,000.00	0.00	900.00	1,100.00	45.00
WATER TRANSFER FEES	30-91-3505-700	1,000.00	125.00	775.00	225.00	77.50
SERVICE CHARGE REVENUE	30-91-3515-500	0.00	0.00	-25.00	25.00	0.00
SPECIAL ASSESSMENTS REVENUE	30-91-3610-600	0.00	644.07	139,742.74	-139,742.74	0.00
INTEREST ON INVESTMENTS	30-91-3805-800	500.00	20.36	132.37	367.63	26.47
MISC REVENUE	30-91-3810-800	500.00	0.00	0.00	500.00	0.00
INSURANCE REIMBURSEMENT	30-91-3810-900	0.00	0.00	3,075.00	-3,075.00	0.00
RECONNECT FEES	30-91-3815-700	0.00	0.00	200.00	-200.00	0.00
LATE FEES	30-91-3815-800	2,000.00	226.80	2,736.44	-736.44	136.82
CASH OVER/ CASH SHORT	30-91-3825-800	0.00	0.00	-19.30	19.30	0.00
TOTAL FUND REVENUE:		327,000.00	22,943.44	430,664.99	-103,664.99	131.70
TOTAL REVENUE:		3,041,193.00	65,477.62	2,037,584.11	1,003,608.89	66.99%

07/01/16 Fiscal Year: 2016
 10:51:53 Fiscal Month Range: 11-11
 (D)

TOWN OF MONTREAT
Encumbrances & Expenditure Statement
 Period Ending: May 31, 2016
30 WATER FUND

Selected Department Page 11
 (ALL) All Departments

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	8,500.00	60.00	2,046.00	0.00	6,454.00	24.07
COOP - WATER PURCHASES	30-91-8100-090	500.00	0.00	0.00	0.00	500.00	0.00
POSTAGE	30-91-8100-100	3,000.00	192.76	2,174.99	0.00	825.01	72.50
TELEPHONE	30-91-8100-110	2,500.00	167.95	1,714.50	0.00	785.50	68.58
UTILITIES	30-91-8100-130	30,000.00	2,180.40	27,985.90	0.00	2,014.10	93.28
TRAVEL & TRAINING	30-91-8100-140	2,000.00	0.00	829.00	0.00	1,171.00	41.45
M & R WELLS	30-91-8100-150	28,000.00	435.42	8,751.26	0.00	19,248.74	31.25
M & R EQUIPMENT	30-91-8100-160	10,000.00	40.00	6,338.67	0.00	3,661.33	63.38
AUTO SUPPLIES	30-91-8100-310	5,000.00	317.94	2,383.97	0.00	2,616.03	47.67
DEPARTMENT SUPPLIES	30-91-8100-330	3,000.00	0.00	2,735.62	0.00	264.38	91.18
SPECIAL ASSESSMENTS EX	30-91-8100-340	2,800.00	0.00	2,728.90	0.00	71.10	97.46
INDIRECT COST ALLOCATI	30-91-8100-480	76,400.00	0.00	57,300.60	0.00	19,099.40	75.00
DUES & SUBSCRIPTIONS	30-91-8100-530	2,000.00	0.00	1,286.17	0.00	713.83	64.30
CAPITAL OUTLAY	30-91-8100-730	69,100.00	0.00	0.00	0.00	69,100.00	0.00
DEBT PAYMENT	30-91-8100-900	84,200.00	36,700.00	68,167.51	0.00	16,032.49	80.95
TOTAL DEPT: (8100) WATER DEPARTMENT		327,000.00	40,094.47	184,443.09	0.00	142,556.91	56.40
TOTAL FUND: (30) WATER FUND		327,000.00	40,094.47	184,443.09	0.00	142,556.91	56.40
TOTAL EXPENDITURES		3,041,193.00	121,561.44	1,361,906.83	0.00	1,679,286.17	44.78

Town of Montreat
June 2016 Zoning & Building Inspections Report

Zoning/Building Permit Applications:

<u>Last Name</u>	<u>First Name</u>	<u>Montreat Address</u>	<u>Zoning Compliance Date</u>	<u>Permit #</u>	<u>Permit Date</u>	<u>Description</u>
Barker	Robert	119 Virginia Road	N/A	5173	6/17/2016	Residential - Bathroom Remodel
Montreat College		400-B Assembly Circle	N/A	5174	6/17/2016	Plumbing - Repairs
Neale	Henry	117 Shennandoah Road	N/A	5175	6/20/2016	Mechanical - Change Out
Montreat College		400-B Assembly Circle	N/A	5176	6/21/2016	Commercial - Demolition Permit
Thielman	Dorothy	120 Assembly Drive	N/A	5177	6/30/2016	Mechanical - Change Out
Auginbaugh	Wayne	115 Assembly Drive	N/A	5178	6/30/2016	Mechanical - Change Out
Hannah	Walter	225 Louisiana Road	N/A	5179	6/30/2016	Mechanical - Change Out
McLaughlin	Mary	163 Mississippi Road	N/A	5180	6/30/2016	Change Water Heater-Plumbing
McLaughlin	Mary	163 Mississippi Road	N/A	5181	6/30/2016	Change Water Heater-Electrical

ZONING ACTIVITY

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

BUILDING INSPECTIONS

Building Permit Applications: 9
Building Inspections Requested: 39
Re-inspections Requested/Required: 5
Fire Inspections Requested/Required: 1
Fire Permit Applications: None

Totals

Approved Zoning Permits: None
Denied Zoning Permits: None
Pending Zoning Permits: 1
Variance/Interpretation Granted: None
Conditional Use Permits Granted: None
Permit Extensions Granted: None
Sign Permits Issued: None
Notice of Violation (NOV): None

Totals

Building Permits Issued: 9
Pending Building Permits: 1
Building Inspections Performed: 44
***Stop Work Order Issued:** None
****Defective Building Posted:** None
Denied Building Permits None
Fire Inspections Performed: None
Fire Re-Inspections Performed: 1
Fire Permits Issued: None

Combo Basic Report

Permits for 06/01/2016 to 06/30/2016

Report Date 07/01/2016

Source: Plumbing Permit: U2012-5138-F Date Issued: 06/20/2016 Permit Expires: 12/20/2016 ID:100810-P000131
 Applicant: SINEATH CONSTRUCTION CO. INC.: Location: 218 TENNESSEE ROAD
 Permit Type: RE-INSPECT FEE Structure: EXISTING HOME Cost Est: 0
 Property Owner: THOMAS G. WIDMER PIN: 071085464800000

Source: Building Permit: U2012-5173 Date Issued: 06/17/2016 Permit Expires: 12/17/2016 ID:100556-B000627
 Applicant: EWING & MCCONNAUGHY, INC.: Location: 119 VIRGINIA RD
 Permit Type: RES. IMPROVEMENTS Structure: EXISTING HOME Cost Est: 56000
 Property Owner: ROBERT A BARKER PIN: 071064284400000

Source: Plumbing Permit: U2012-5174 Date Issued: 06/17/2016 Permit Expires: 12/17/2016 ID:200075-P000130
 Applicant: MONTREAT COLLEGE Location: 400-B ASSEMBLY CIRCLE
 Permit Type: PLUMBING Structure: HOWERTON DORMITORY Cost Est: 0
 Property Owner: MONTREAT COLLEGE PIN: 072006828000000-HWRTND

Source: Mechanical Permit: U2012-5175 Date Issued: 06/20/2016 Permit Expires: 06/20/2017 ID:100512-M000248
 Applicant: WHITE & WILLIAMS: LUNSFORD Location: SHENANDOAH TER
 Permit Type: CHANGE OUT Structure: SINGLE FAMILY RES. Cost Est: 0
 Property Owner: HENRY W NEALE PIN: 071064812500000

Source: Project Permit: U2012-5176 Date Issued: 06/21/2016 Permit Expires: 12/21/2016 ID:200075-J000061
 Applicant: H & M CONSTRUCTORS, INC.: CANN Location: 400-B ASSEMBLY CIRCLE
 Permit Type: DEMOLITION PERMIT Structure: HOWERTON DORMITORY Cost Est: 0
 Property Owner: MONTREAT COLLEGE PIN: 072006828000000-HWRTND

Source: Mechanical Permit: U2012-5177 Date Issued: 06/30/2016 Permit Expires: 06/30/2017 ID:100848-M000249
 Applicant: R & W, INC.: SMITH DAVID M. I Location: 120 ASSEMBLY DR
 Permit Type: CHANGE OUT Structure: SINGLE FAMILY RES. Cost Est: 0
 Property Owner: DOROTHY B THIELMAN PIN: 071064840700000

Source: Mechanical Permit: U2012-5178 Date Issued: 06/30/2016 Permit Expires: 06/30/2017 ID:100012-M000250
 Applicant: GENTRY HEATING INC.: NASH JAME Location: 115 ASSEMBLY DR
 Permit Type: CHANGE OUT Structure: EXISTING SFR/RENTAL Cost Est: 0
 Property Owner: WAYNE R AUGHINBAUGH PIN: 071064551300000

Source: Mechanical Permit: U2012-5179 Date Issued: 06/30/2016 Permit Expires: 06/30/2017 ID:100484-M000251
 Applicant: BULLMAN HEATING & AIR, INC.: B Location: 225 LOUISIANA ROAD
 Permit Type: CHANGE OUT Structure: EXISTING SFR/RENTAL Cost Est: 0
 Property Owner: WALTER W HANNAH PIN: 071076353700000

Source: Plumbing Permit: U2012-5180 Date Issued: 06/30/2016 Permit Expires: 12/30/2016 ID:100481-P000132
 Applicant: FOUR SEASONS PLUMBING: ROSE Location: 163 MISSISSIPPI RD
 Permit Type: REPLACE WATER Structure: EXISTING SFR/RENTAL Cost Est: 0
 Property Owner: MARY U MCLAUGHLIN PIN: 071065125900000

Combo Basic Report

Permits for 06/01/2016 to 06/30/2016

Report Date 07/01/2016

Source: Electrical Permit: U2012-5181 Date Issued: 06/30/2016 Permit Expires: 06/30/2017 ID: 100481-E000129

Applicant: BUCKINGHAM ELECTRIC INC.: Location: 163 MISSISSIPPI RD

Permit Type: ADD BRANCH CIRCUITS Structure: EXISTING HOME Cost Est: 0

Property Owner: MARY U MCLAUGHLIN PIN: 071065125900000

Fee Detail Subsort Report

Report for 04/01/2016 to 06/30/2016

Sorted by Permit Number

Report Date 07/01/2016

Source	Permit	Date	Permit Type	Fee Type	Account	Fee Amount	Surcharge
Plumbing	U2012-5138-F	06/20/2016	RE-INSPECT FEE	REINSPECT	24891139	\$100.00	
Item Count	1				Fee Totals	\$100.00	
Building	U2012-5157	04/01/2016	COMM. REPAIRS	COMM. REPAIRS		\$300.00	
Item Count	1				Fee Totals	\$300.00	
Mechanical	U2012-5158	04/04/2016	GAS	GAS	23552951	\$75.00	
Item Count	1				Fee Totals	\$75.00	
Mechanical	U2012-5159	04/08/2016	CHANGE OUT	MECHANICAL	23621184	\$100.00	
Item Count	1				Fee Totals	\$100.00	
Electrical	U2012-5163	04/18/2016	SERVICE	ELECTRICAL		\$100.00	
Item Count	1				Fee Totals	\$100.00	
Mechanical	U2012-5164	04/19/2016	CHANGE OUT	MECHANICAL		\$100.00	
Item Count	1				Fee Totals	\$100.00	
Building	U2012-5165	04/19/2016	RES.	HR FUND	23807591	\$10.00	
Building	U2012-5165	04/19/2016	RES.	PLUMBING	23807591	\$100.00	
Building	U2012-5165	04/19/2016	RES.	ELECTRICAL	23807591	\$100.00	
Building	U2012-5165	04/19/2016	RES.	PERMIT	23807591	\$88.20	
Item Count	4				Fee Totals	\$298.20	
Building	U2012-5166	05/05/2016	RES.	HR FUND		\$10.00	
Building	U2012-5166	05/05/2016	RES.	ELECTRICAL		\$100.00	
Building	U2012-5166	05/05/2016	RES.	PLUMBING		\$100.00	
Building	U2012-5166	05/05/2016	RES.	PERMIT		\$78.00	
Item Count	4				Fee Totals	\$288.00	
Mechanical	U2012-5167	05/16/2016	CHANGE OUT	MECHANICAL		\$100.00	
Item Count	1				Fee Totals	\$100.00	
Building	U2012-5168	05/17/2016	COMM. REPAIRS	COMM. REPAIRS		\$990.00	
Building	U2012-5168	05/17/2016	COMM. REPAIRS	ADJUSTMENT		\$-107.00	
Item Count	2				Fee Totals	\$883.00	
Building	U2012-5169	05/17/2016	COMMERCIAL	COMMERCIAL		\$1,172.40	
Item Count	1				Fee Totals	\$1,172.40	
Mechanical	U2012-5170	05/19/2016	CHANGE OUT	ELECTRICAL	24370710	\$100.00	
Mechanical	U2012-5170	05/19/2016	CHANGE OUT	MECHANICAL	24370710	\$100.00	

Fee Detail Subsort Report

Report for 04/01/2016 to 06/30/2016

Sorted by Permit Number

Report Date 07/01/2016

Source	Permit	Date	Permit Type	Fee Type	Account	Fee Amount	Surcharge
Item Count 2					Fee Totals	\$200.00	
Building	U2012-5171	05/19/2016	RETAINING	PERMIT		\$100.00	
Item Count 1					Fee Totals	\$100.00	
Electrical	U2012-5172	05/24/2016	ELEVATOR	ELECTRICAL		\$200.00	
Item Count 1					Fee Totals	\$200.00	
Building	U2012-5173	06/17/2016	RES.	HR FUND		\$10.00	
Building	U2012-5173	06/17/2016	RES.	ADJUSTMENT		\$-12.00	
Building	U2012-5173	06/17/2016	RES.	MECHANICAL		\$100.00	
Building	U2012-5173	06/17/2016	RES.	PERMIT		\$336.00	
Building	U2012-5173	06/17/2016	RES.	ELECTRICAL		\$100.00	
Building	U2012-5173	06/17/2016	RES.	PLUMBING		\$200.00	
Item Count 6					Fee Totals	\$734.00	
Plumbing	U2012-5174	06/17/2016	PLUMBING	PLUMBING	24861510	\$400.00	
Item Count 1					Fee Totals	\$400.00	
Mechanical	U2012-5175	06/20/2016	CHANGE OUT	MECHANICAL		\$100.00	
Item Count 1					Fee Totals	\$100.00	
Project	U2012-5176	06/21/2016	DEMOLITION	DEMOLITION		\$100.00	
Item Count 1					Fee Totals	\$100.00	
Mechanical	U2012-5177	06/30/2016	CHANGE OUT	MECHANICAL		\$100.00	
Item Count 1					Fee Totals	\$100.00	
Mechanical	U2012-5178	06/30/2016	CHANGE OUT	MECHANICAL		\$100.00	
Item Count 1					Fee Totals	\$100.00	
Mechanical	U2012-5179	06/30/2016	CHANGE OUT	MECHANICAL		\$100.00	
Item Count 1					Fee Totals	\$100.00	
Plumbing	U2012-5180	06/30/2016	REPLACE WATER PLUMBING		25085499	\$100.00	
Item Count 1					Fee Totals	\$100.00	
Electrical	U2012-5181	06/30/2016	ADD BRANCH	ELECTRICAL	25087691	\$100.00	
Item Count 1					Fee Totals	\$100.00	

Item Count 36

Fee Totals \$5,850.60

Fee Detail Subsort Report

Report for 04/01/2015 to 06/30/2015

Sorted by Permit Number

Report Date 06/30/2016

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.	PLUMBING		\$100.00	
Building	U2012-5058	05/01/2015	RES.	PERMIT		\$156.00	
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	U2012-5061	05/04/2015	SINGLE FAMILY	ELECTRICAL		\$200.00	
Building	U2012-5061	05/04/2015	SINGLE FAMILY	CERT OF OCC		\$60.00	
Building	U2012-5061	05/04/2015	SINGLE FAMILY	MECHANICAL		\$200.00	
Building	U2012-5061	05/04/2015	SINGLE FAMILY	GAS		\$100.00	
Building	U2012-5061	05/04/2015	SINGLE FAMILY	HR FUND		\$10.00	
Building	U2012-5061	05/04/2015	SINGLE FAMILY	DRIVEWAY		\$100.00	
Building	U2012-5061	05/04/2015	SINGLE FAMILY	PLUMBING		\$200.00	
Building	U2012-5061	05/04/2015	SINGLE FAMILY	CONCRETE		\$16.13	
Building	U2012-5061	05/04/2015	SINGLE FAMILY	HEATED AREA		\$1,347.98	
Building	U2012-5061	05/04/2015	SINGLE FAMILY	ADJUSTMENT		\$-25.00	
Building	U2012-5061	05/04/2015	SINGLE FAMILY	COVERED		\$93.24	
Building	U2012-5061	05/04/2015	SINGLE FAMILY	OPEN DECK		\$13.99	

Fee Detail Subsort Report

Report for 04/01/2015 to 06/30/2015

Sorted by Permit Number

Report Date 06/30/2016

Source	Permit	Date	Permit Type	Fee Type	Account	Fee Amount	Surcharge
Item Count 12						Fee Totals	\$2,316.34
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	MECHANICAL		\$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	
Item Count 4						Fee Totals	\$522.00
Building	U2012-5066	05/12/2015	ACCESSORY	ELECTRICAL		\$100.00	
Building	U2012-5066	05/12/2015	ACCESSORY	RELOCATION		\$54.00	
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
Building	U2012-5071	06/02/2015	RES. REPAIRS	RES. REPAIRS		\$120.00	
Item Count 1						Fee Totals	\$120.00
Electrical	U2012-5072	06/03/2015	ADD OUTDOOR	ELECTRICAL		\$100.00	
Item Count 1						Fee Totals	\$100.00
Mechanical	U2012-5073	06/08/2015	CHANGE OUT	MECHANICAL		\$100.00	
Item Count 1						Fee Totals	\$100.00
Plumbing	U2012-5074	06/08/2015	PLUMBING	PLUMBING		\$100.00	
Item Count 1						Fee Totals	\$100.00

Fee Detail Subsort Report

Report for 04/01/2015 to 06/30/2015

Sorted by Permit Number

Report Date 06/30/2016

Source	Permit	Date	Permit Type	Fee Type	Account	Fee Amount	Surcharge
Mechanical	U2012-5075	06/09/2015	NEW	INSPECTION FEE		\$100.00	
Item Count	1				Fee Totals	\$100.00	
Building	U2012-5076	06/11/2015	COMM.	COMM.		\$300.00	
Building	U2012-5076	06/11/2015	COMM.	ELECTRICAL		\$100.00	
Item Count	2				Fee Totals	\$400.00	
Mechanical	U2012-5077	06/16/2015	ADD HEAT PUMP	MECHANICAL		\$100.00	
Item Count	1				Fee Totals	\$100.00	
Mechanical	U2012-5078	06/18/2015	GAS	GAS	18691329	\$75.00	
Item Count	1				Fee Totals	\$75.00	
Project	U2012-5079	06/18/2015	DEMOLITION	DEMOLITION		\$100.00	
Item Count	1				Fee Totals	\$100.00	
Mechanical	U2012-5080	06/19/2015	CHANGE OUT	MECHANICAL		\$100.00	
Item Count	1				Fee Totals	\$100.00	
Plumbing	U2012-5081	06/23/2015	PLUMBING	PLUMBING (X2)	18757268	\$400.00	
Item Count	1				Fee Totals	\$400.00	
Mechanical	U2012-5082	06/23/2015	CHANGE OUT	RELOCATION		\$100.00	
Item Count	1				Fee Totals	\$100.00	
Building	U2012-5083	06/24/2015	COMM.	COMM.	18775349	\$300.00	
Item Count	1				Fee Totals	\$300.00	
Mechanical	U2012-5084	06/26/2015	ADD HEAT PUMP	MECHANICAL		\$100.00	
Item Count	1				Fee Totals	\$100.00	
Building	U2012-5085	06/26/2015	RES. REPAIRS	RES. REPAIRS		\$30.00	
Item Count	1				Fee Totals	\$30.00	
Mechanical	U2012-5086	06/29/2015	CHANGE OUT	MECHANICAL		\$100.00	
Item Count	1				Fee Totals	\$100.00	
Item Count	53				Fee Totals	\$7,399.34	

Fee Detail Subsort Report

Report for 04/01/2014 to 06/30/2014

Sorted by Permit Number

Report Date 06/30/2016

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.	MECHANICAL		\$200.00	
Building	U2012-4952	04/01/2014	RES.	PERMIT		\$186.00	
Item Count	2				Fee Totals	\$386.00	
Building	U2012-4953	04/01/2014	RES. REPAIRS	RES. REPAIRS		\$300.00	
Building	U2012-4953	04/01/2014	RES. REPAIRS	PLUMBING		\$200.00	
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.	ELECTRICAL		\$200.00	
Building	U2012-4956	04/07/2014	RES.	MECHANICAL		\$100.00	
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	ELECTRICAL		\$100.00	
Mechanical	U2012-4958	04/10/2014	CHANGE OUT	MECHANICAL		\$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	ADJUSTMENT		\$-80.00	
Building	U2012-4961	04/29/2014	COMM. REPAIRS	COMM. REPAIRS		\$380.00	
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	

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Fee Detail Subsort Report

Report for 04/01/2014 to 06/30/2014

Sorted by Permit Number

Report Date 06/30/2016

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	ELECTRICAL		\$200.00	
Building	U2012-4963	05/12/2014	COMMERCIAL	COMM.		11,723.87	
Building	U2012-4963	05/12/2014	COMMERCIAL	MECHANICAL		\$200.00	
Building	U2012-4963	05/12/2014	COMMERCIAL	CERT OF OCC		\$150.00	
Building	U2012-4963	05/12/2014	COMMERCIAL	PLUMBING		\$200.00	
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.	PERMIT		\$35.96	
Building	U2012-4966	05/20/2014	RES.	ADJUSTMENT		\$14.04	
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	
Building	U2012-4972	06/02/2014	DECK ADDITION	BUILDING		\$50.00	
Item Count		1			Fee Totals	\$50.00	
Mechanical	U2012-4973	06/02/2014	FUEL OIL PIPING	MECHANICAL		\$100.00	
Item Count		1			Fee Totals	\$100.00	
Plumbing	U2012-4974	06/03/2014	REPLACE WATER	PLUMBING		\$100.00	
Item Count		1			Fee Totals	\$100.00	
Mechanical	U2012-4975	06/03/2014	NEW	INSPECTION FEE		\$100.00	
Item Count		1			Fee Totals	\$100.00	
Plumbing	U2012-4976	06/06/2014	REPLACE WATER	PLUMBING		\$100.00	

Fee Detail Subsort Report

Report for 04/01/2014 to 06/30/2014

Sorted by Permit Number

Report Date 06/30/2016

Source	Permit	Date	Permit Type	Fee Type	Account	Fee Amount	Surcharge
Item Count 1						Fee Totals	\$100.00
Building	U2012-4977	06/06/2014	RES.	ADJUSTMENT		\$-0.10	
Building	U2012-4977	06/06/2014	RES.	ELECTRICAL		\$100.00	
Building	U2012-4977	06/06/2014	RES.	PERMIT		\$56.10	
Item Count 3						Fee Totals	\$156.00
Building	U2012-4978	06/11/2014	COMM.	COMM.		\$450.00	
Building	U2012-4978	06/11/2014	COMM.	PLUMBING		\$200.00	
Building	U2012-4978	06/11/2014	COMM.	ELECTRICAL		\$200.00	
Item Count 3						Fee Totals	\$850.00
Electrical	U2012-4979	06/16/2014	REPAIR	ELECTRICAL		\$100.00	
Item Count 1						Fee Totals	\$100.00
Project	U2012-4980	06/18/2014	RESIDENTIAL	RES. GRADING		\$150.00	
Item Count 1						Fee Totals	\$150.00
Building	U2012-4981	06/19/2014	DECK ADDITION	BUILDING		\$50.00	
Item Count 1						Fee Totals	\$50.00
Building	U2012-4982	06/20/2014	COMM.	COMM.		\$300.00	
Item Count 1						Fee Totals	\$300.00
Plumbing	U2012-4983	06/23/2014	REPLACE WATER	PLUMBING		\$100.00	
Item Count 1						Fee Totals	\$100.00
Item Count 52						Fee Totals	\$18,856.87

Last Inspect Records

Report for 06/01/2016 to 06/30/2016

Report Date 07/01/2016

Permit	Location	Applicant	Permit Type	Insp Detail	Source	Last Insp	Time	Result	Next Insp	Who
U2012-5140	523 BIG PINEY RD	ROB ROBINSON	RES.	PART. INSULATION	Building	06/01/2016	_3:30 PM	APPROVED	//	DEC
U2012-5165	95 KANAWHA DR	CURTIS WHITE	RES.	SHOWER PAN	Building	06/02/2016	11:00 AM	APPROVED	//	DEC
U2012-5095	780 FOREMAN SIDING	TIM SMITH	RES.	PART.	Building	06/02/2016	_3:00 PM	*APPROVED	//	DEC
U2012-5166	414 SOUTH CAROLINA	ROBERT SCOTT	RES.	PLUMBING	Building	06/03/2016	_1:30 PM	APPROVED	//	DEC
U2012-5143	129 VIRGINIA RD	SINEATH	RES.	PART.	Building	06/03/2016	_3:00 PM	FAILED	//	DEC
U2012-5165	95 KANAWHA DR	CURTIS WHITE	RES.	PLUMBING	Building	06/08/2016	10:45 AM	APPROVED	//	DEC
U2012-5165	95 KANAWHA DR	CURTIS WHITE	RES.	ELECTRICAL INSP.	Building	06/08/2016	11:00 AM	FAILED	//	DEC
U2012-5160	123 MISSISSIPPI RD	E CRAIG EVANS	RES. REPAIRS	FLSHNG.	Building	06/09/2016	11:00 AM	APPROVED	//	DEC
U2012-5095	780 FOREMAN SIDING	TIM SMITH	RES.	GAS PIPING	Building	06/13/2016	11:00 AM	*APPROVED	//	DEC
U2012-5139	176 MISSISSIPPI RD	STAFFORD	RES.	WALL FOOTINGS	Building	06/13/2016	12:00 PM	APPROVED	//	DEC
U2012-5143	129 VIRGINIA RD	SINEATH	RES.	MECH.	Building	06/13/2016	_4:30 PM	APPROVED	//	DEC
U2012-5121-B	117 KANAWHA DR	EWING &	RES.	BUILDING RE-INSP.	Building	06/14/2016	09:00 AM	APPROVED	//	DEC
U2012-5121-B	117 KANAWHA DR	EWING &	RES.	ELEC. RE-INSPECT	Building	06/14/2016	09:15 AM	*APPROVED	//	DEC
U2012-5160	123 MISSISSIPPI RD	E CRAIG EVANS	RES. REPAIRS	PARTIAL	Building	06/14/2016	09:30 AM	FAILED	//	DEC
U2012-5121-B	117 KANAWHA DR	EWING &	RES.	PLUMBING	Building	06/14/2016	09:30 AM	APPROVED	//	DEC
U2012-5121-B	117 KANAWHA DR	EWING &	RES.	MECH.	Building	06/14/2016	09:40 AM	APPROVED	//	DEC
U2012-5141	554 COVENANT LANE	EWING &	SINGLE FAMILY	ELECTRICAL R.I.	Building	06/14/2016	10:00 AM	FAILED	//	DEC
U2012-5141	554 COVENANT LANE	EWING &	SINGLE FAMILY	MECHANICAL R.I.	Building	06/14/2016	11:00 AM	APPROVED	//	DEC
U2012-5160	123 MISSISSIPPI RD	E CRAIG EVANS	RES. REPAIRS	INSULATION	Building	06/14/2016	_2:30 PM	APPROVED	//	DEC
U2012-5138	218 TENNESSEE ROAD	SINEATH	RES.	PLUMBING R.I.	Building	06/14/2016	_3:15 PM	FAILED	//	DEC
U2012-5138	218 TENNESSEE ROAD	SINEATH	RES.	MECHANICAL R.I.	Building	06/14/2016	_3:30 PM	APPROVED	//	DEC
U2012-5138	218 TENNESSEE ROAD	SINEATH	RES.	ELECTRICAL R.I.	Building	06/16/2016	11:00 AM	FAILED	//	DEC
U2012-5138	218 TENNESSEE ROAD	SINEATH	RES.	PLUMBING	Building	06/16/2016	11:30 AM	FAILED	//	DEC
U2012-5160	123 MISSISSIPPI RD	E CRAIG EVANS	RES. REPAIRS	FLSHNG.	Building	06/17/2016	11:30 AM	APPROVED	//	DEC
U2012-5160	123 MISSISSIPPI RD	E CRAIG EVANS	RES. REPAIRS	PARTIAL	Building	06/17/2016	11:40 AM	FAILED	//	DEC
U2012-5166	414 SOUTH CAROLINA	ROBERT SCOTT	RES.	ELECTRICAL R.I.	Building	06/17/2016	12:30 PM	FAILED	//	DEC
U2012-5160	123 MISSISSIPPI RD	E CRAIG EVANS	RES. REPAIRS	RE-INSPECTION	Building	06/17/2016	_2:00 PM	APPROVED	//	DEC
U2012-5138	218 TENNESSEE ROAD	SINEATH	RES.	PLUMBING	Building	06/20/2016	09:00 AM	APPROVED	//	DEC
U2012-5141	554 COVENANT LANE	EWING &	SINGLE FAMILY	FRAMING	Building	06/21/2016	11:00 AM	FAILED	//	DEC
U2012-5138	218 TENNESSEE ROAD	SINEATH	RES.	FRAMING	Building	06/21/2016	11:00 AM	APPROVED	//	DEC
U2012-5141	554 COVENANT LANE	EWING &	SINGLE FAMILY	PLUMBING R.I.	Building	06/21/2016	11:30 AM	APPROVED	//	DEC
U2012-5140	523 BIG PINEY RD	ROB ROBINSON	RES.	MECH. FINAL	Building	06/22/2016	_2:30 PM	NOT READY	//	DEC
U2001-3771	543 SUWANNEE DRIVE	MARK T LASSITER	DUPLEX/MULTI-F	WTR. SERVICE	Building	06/22/2016	_3:00 PM	APPROVED	//	DEC
U2012-5138	218 TENNESSEE ROAD	SINEATH	RES.	INSULATION	Building	06/23/2016	_1:30 PM	APPROVED	//	DA
U2012-5143	129 VIRGINIA RD	SINEATH	RES.	ELECTRICAL	Building	06/23/2016	_2:00 PM	APPROVED	//	DA

Last Inspect Records

Report for 06/01/2016 to 06/30/2016

Report Date 07/01/2016

Permit	Location	Applicant	Permit Type	Insp Detail	Source	Last Insp	Time	Result	Next Insp	Who
U2012-5143	129 VIRGINIA RD	SINEATH	RES.	BUILDING FINAL	Building	06/23/2016	_2:30 PM	APPROVED	//	DA
U2012-5143	129 VIRGINIA RD	SINEATH	RES.	MECH. FINAL	Building	06/23/2016	_2:45 PM	APPROVED	//	DA
U2012-5143	129 VIRGINIA RD	SINEATH	RES.	PLUMBING FINAL	Building	06/23/2016	_3:00 PM	APPROVED	//	DA
U2012-5140	523 BIG PINEY RD	ROB ROBINSON	RES.	MECH.	Building	06/24/2016	_3:30 PM	APPROVED	//	DEC
U2012-5141	554 COVENANT LANE	EWING &	SINGLE FAMILY	INSULATION	Building	06/27/2016	_4:00 PM	*APPROVED	//	DEC
U2012-5138	218 TENNESSEE ROAD	SINEATH	RES.	CONSULTATION	Building	06/29/2016	09:30 AM	*SEE NOTES	//	DEC
U2012-5149	146 EASTMINSTER	LIVING STONE	RES.	DUCT BLOWER	Building	06/29/2016	11:15 AM	APPROVED	//	DEC
U2012-5149	146 EASTMINSTER	LIVING STONE	RES.	MECH. FINAL	Building	06/29/2016	11:30 AM	APPROVED	//	DEC
U2012-5149	146 EASTMINSTER	LIVING STONE	RES.	PLUMBING FINAL	Building	06/29/2016	11:45 AM	APPROVED	//	DEC

Inspection Count 44

**TOWN OF MONTREAT BOARD OF COMMISSIONERS
REQUEST FOR BOARD ACTION**

Meeting Date: July 14, 2016

SUBJECT: Texas Road Bridge Discussion

AGENDA INFORMATION:

Agenda Location: Old Business
Item Number: A
Department: Administration and Public Works
Contact: Ron Nalley, Town Administrator/Steve Freeman, Public Works Director
Presenter: Ron Nalley, Town Administrator/Steve Freeman, Public Works Director

BRIEF SUMMARY: On June 9, 2016, the Montreat Bridge Committee presented to the Board of Commissioners their list of recommendations concerning the Texas Road Bridge. The Board of Commissioners will have an opportunity to discuss the Committee's recommendations and provide any direction to staff.

RECOMMENDED MOTION AND REQUESTED ACTIONS: None at this time.

FUNDING SOURCE: Capital Outlay – Bridge Construction

ATTACHMENTS: Montreat Bridge Committee Recommendations

STAFF COMMENTS AND RECOMMENDATIONS: None at this time.

Bridge Committee Recommendations

1. The Montreat Bridge Committee recommends that the Town Council take the following action immediately, preferably beginning during the 2016 Summer Season, and certainly before the Town Council takes any further action regarding the Texas Road Bridge Project:
 - a. Obtain a professional traffic study, with recommendations, regarding the Texas Road area between Welch Field and Lookout Road, and preferably of the entire town, which study should include and give consideration to the following factors, at a minimum:
 - i. Traffic volume and patterns at various times of the year, since traffic in Montreat can vary considerably depending on the time of year;
 - ii. Safety of the children and pedestrians year-round, but especially during the summer season;
 - iii. Safety and convenience of residents in the immediate vicinity of Texas Road;
 - iv. Convenient and expeditious access to the Texas Road area by first responders and other emergency vehicles and persons;
 - v. Convenient access to Montreat College and other areas on the east side of Flat Creek, including by large buses and vehicles; and
 - vi. Evacuation routes of town residents in the event of a major, large-scale crisis or emergency.
 - b. Develop an evacuation plan for the entire Town, in coordination with the other town institutions, to be publicized and used in the event of a major, large-scale crisis or emergency.
2. The Montreat Bridge Committee recommends that the Town Council not proceed any further with the current plans for the replacement of the Texas Road Bridge at its current site, which plans are known as Option B in the previously considered plans, and which plans were approved by the previous Town Council.
3. The Montreat Bridge Committee recommends that the Town Council not build any vehicular bridge at the site of the previous vehicular bridge on Texas Road.
4. The Montreat Bridge Committee recommends that the Town Council take all necessary steps to avoid repayment of funds previously provided for the bridge project by the federal government through the Municipal Bridge Program, in the approximate amount of \$250,000.

5. The Montreat Bridge Committee recommends that the Town Council refurbish and maintain the current Texas Road Bridge as a pedestrian bridge, and that it also enhance and beautify the area surrounding the bridge. If keeping the current bridge as a pedestrian bridge should prove impractical or undesirable, then it is recommended that a new, smaller and attractive pedestrian bridge over the creek be constructed at that site.
6. The Montreat Bridge Committee recommends that the Town Council seriously consider and address the many concerns expressed by citizens regarding safety issues on Texas Road as they concern children and pedestrians using the various recreational, club and child care facilities located on and around Texas Road. For example, suggestions received from citizens include the following:
 - a. Make Texas Road in this area a pedestrian-only road during the busy summer season (except for residents living on Texas Road);
 - b. Create designated drop-off/pick-up points for children – either on Texas Road or at alternate non-Texas Road sites (this would require coordination with the Conference Center);
 - c. Make Texas Road in this area safer by installing speed bumps or other traffic calming features;
 - d. Construct a cul-de-sac in the vicinity of the old, closed bridge so that cars have an easy way to turn around on the now dead-end Texas Road;
 - e. Limit or prohibit parking on Texas Road in this area;
 - f. Prohibit trucks from using Texas Road Spur;
 - g. Limit Texas Road Spur to emergency use only.
7. The Montreat Bridge Committee recommends that the Town Council construct a new vehicular bridge at Tennessee road across Flat Creek to intersect with Texas Road, which bridge and location are described as Option D in the previously considered plans. It is strongly recommended that such bridge be designed and built primarily as a pedestrian-friendly bridge, in a pedestrian-friendly environment, with vehicular traffic complementing rather than controlling the design and construction. As part of this project, it is further recommended that significant modifications and improvements be made to Texas Road between Assembly Drive and the Walkup Building to enhance calming features, in order to significantly reduce the speed of vehicles and enhance the safety of all pedestrians using Texas Road, young and old. Such features could include, at a minimum – speed bumps, warning signs and one-way traffic.
8. The Montreat Bridge Committee recommends that the Town Council strongly consider and seriously explore the possibility of constructing the new bridge at Tennessee Road with local funds only and without the use of Municipal Bridge Program Funds, or any other federal funds.

9. If the Town Council determines that it is not feasible or fiscally responsible to build a new vehicular bridge at Tennessee Road with local funds only, then the Montreat Bridge Committee recommends that it build such a bridge as a participant in the Municipal Bridge Program.
10. The Montreat Bridge Committee recommends that the Town Council, following construction of a new bridge at Tennessee Road, designate Texas Road from Assembly Drive to the Walkup Building a one-way street – at least during the summer season, and perhaps year-round.