

**Town of Marshville
Town Council Meeting
Tuesday, June 25, 2013, 7:00 PM
Marshville Town Hall - 201 West Main St.**

2587

SPECIAL MEETING MINUTES

Council Members Present: Mayor Franklin Deese, Council Members Norma Carpenter, Margaret Bivens, Gary Huntley and Dora Bridget. Mayor Pro-Tempore Matthew Jefferson was absent.

Staff Present: Town Manager, Amanda Reid; Town Clerk/Finance Officer, Tonya Johnson; Police Chief, Carl Webber.

Call to Order/Invocation/Pledge of Allegiance

Mayor Deese called the meeting to order at 7:01 pm and offered the invocation. The Pledge of Allegiance was offered by all in attendance.

Adoption of Agenda for the Meeting

Mayor Deese asked for a motion to remove "Public Comment" from the agenda. A motion to remove "Public Comment" from the agenda was made by Council Member Bridget, seconded by Council Member Bivens and passed unanimously.

A motion to adopt the agenda with the approved change was made by Council Member Huntley, seconded by Council Member Bridget and passed unanimously.

Action regarding budget amendments to the FY2012-2013 Annual Budget

The Town Manager referenced the proposed FY2012-2013 budget amendments and stated that these amendments merely transfers excess funds from one department to another and do not encumber fund balance. A motion to approve the proposed budget amendments to the FY2012-2013 Annual Budget was made by Council Member Huntley, seconded by Council Member Bivens and passed unanimously.

Action regarding final approval of the proposed FY2013-2014 Annual Budget

Mayor Deese asked if there was any further discussion regarding the proposed FY2013-2014 Annual Budget. A motion to adopt the Budget Ordinance and approve the FY2013-2014 Annual Budget was made by Council Member Huntley and seconded by Council Member Bridget. The vote was 3 to 1, Council Member Carpenter opposed.

Adjourn

A motion to adjourn was made by Council Member Carpenter and seconded by Council Member Bivens. The meeting adjourned at 7:06 pm.

These minutes approved this 1st day of July, 2013.

By: _____

Franklin Deese
Mayor

Attest: _____

Tonya D. Johnson
Town Clerk

Town of Marshville

AMENDMENT

#2013-11

2012 - 2013 Budget Ordinance

BE IT ORDAINED by the Marshville Town Council that the 2012-2013 Budget Ordinance be amended as follows:

Section 2. Appropriations - General Fund

Increase	10-5000	Public Buildings	\$ 51,851.28
Total Increase			\$ 51,851.28

Decrease	10-9800-0000	Transfer to Ent. Fund	\$ 51,851.28
Total Decrease			\$ 51,851.28

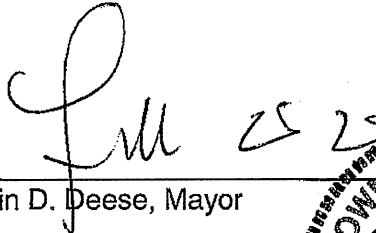
Section 4. Appropriations - Enterprise Fund

Decrease:	30-8280	Water Operations	\$ 51,851.28
Total Decrease			\$ 51,851.28

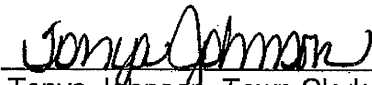
Section 5. Revenues - Enterprise Fund

Decrease	30-3940-0000	Transfer from Gen. Fund	\$ 51,851.28
Total Decrease			\$ 51,851.28

Adopted this 17th day of June 2013.


 Franklin D. Deese, Mayor

ATTEST:


 Tonya Johnson, Town Clerk



This Budget Amendment provides for: The reversal of Budget Amendment BA2013-05 to reappropriate out of the same fund rather than crossing funds.

DETAIL FOR BUDGET AMENDMENT 2013-11

Budget amendment provides for the reversal of Budget Amendment BA2013-05.

(Funds will be reallocated in a way that will not require transfers across funds)

Increase	10-5000-0200	\$39,000.00	Salaries
	10-5000-0202	\$250.00	Christmas Bonus
	10-5000-5600	\$600.00	Employee Safety Awards
	10-5000-0500	\$3,048.53	Soc. Sec. Expense
	10-5000-0600	\$4,796.28	Group Ins. Expense
	10-5000-0700	\$2,797.47	Retirement Expense
	10-5000-0701	\$1,359.00	401K Retirement Expense
		<u>\$51,851.28</u>	
Decrease	10-9800-0000	\$51,851.28	Transfer to Enterprise Fund
Decrease	30-8280-0200	\$45,155.28	Salaries
	30-8280-0202	\$250.00	Christmas Bonus
	30-8280-5600	\$600.00	Employee Safety Awards
	30-8280-0500	\$3,048.53	Soc. Sec. Expense
	30-8280-0700	\$2,797.47	Retirement Expense
		<u>\$51,851.28</u>	
Decrease	30-3940-0000	\$51,851.28	Transfer from General Fund

Town of Marshville

AMENDMENT

#2013-13

2012 - 2013 Budget Ordinance

BE IT ORDAINED by the Marshville Town Council that the 2012-2013 Budget Ordinance be amended as follows:

Section 2. Appropriations - General Fund

Increase:	10-4200	Administration	\$	2,000
Decrease:	10-4300	Elections	\$	2,000
			<u>\$</u>	<u>4,000</u>

Adopted this 25th day of June 2013.

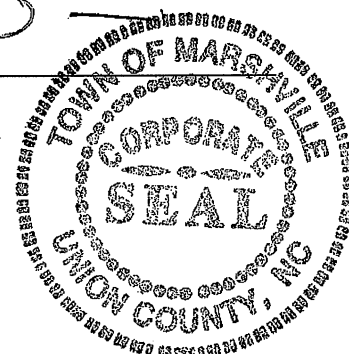


Franklin D. Deese, Mayor

ATTEST:



Tonya Johnson, Town Clerk



This Budget Amendment provides for: Transfer of funds from Dept. 4300 - Elections (for budgeted funds not expensed since this is not an election year) to Dept. 4200 - Administration for the purchase of FMS Tax Software.

Town of Marshville

AMENDMENT

#2013-14

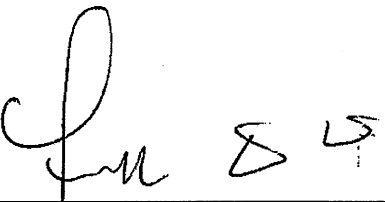
2012 - 2013 Budget Ordinance

BE IT ORDAINED by the Marshville Town Council that the 2012-2013 Budget Ordinance be amended as follows:

Section 2. Appropriations - General Fund

Increase:	10-4220	Town Manager	\$	4,000
Decrease:	10-5600	Streets	\$	4,000
			<u>\$</u>	<u>8,000</u>

Adopted this 25th day of June 2013.


Franklin D. Deese, Mayor

ATTEST:


Tonya Johnson, Town Clerk



This Budget Amendment provides for: Transfer of funds from Dept. 5600 - Streets, Line Item 10-5600-3400 Sidewalks (for budgeted funds not expensed) to Dept. 4220 - Town Manager, Line Item 10-4220-4500 Contracted Services for the UDO Ordinance Preparation by N-Focus Planning & Design, Inc.

Town of Marshville

AMENDMENT

#2013-15


2012 - 2013 Budget Ordinance

BE IT ORDAINED by the Marshville Town Council that the 2012-2013 Budget Ordinance be amended as follows:

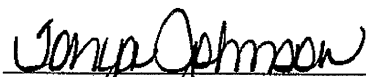
Section 2. Appropriations - General Fund

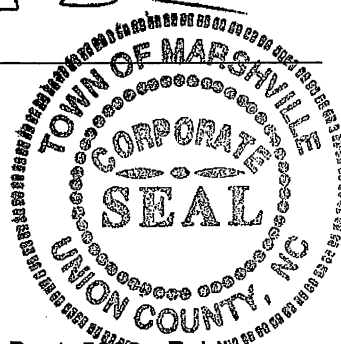
Increase:	10-5100	Police	\$	8,000
Decrease:	10-5000	Public Buildings	\$	8,000
			<u>\$</u>	<u>16,000</u>

Adopted this 25th day of June 2013.


Franklin D. Deese, Mayor

ATTEST:


Tonya Johnson, Town Clerk



This Budget Amendment provides for: Transfer of funds from Dept. 5000 - Public Buildings, Line Item 10-5000-0200 (for budgeted funds not expensed) to Dept. 5100 - Police, Line Item 10-5100-1700 (Maint & Repairs-Vehicle), 10-5100-3100 (Motor Fuels) & 10-5100-1300 (Utilities) for expenditures exceeding budget appropriations.

Town of Marshville, North Carolina
Annual Budget for FY 2013 - 2014

Budget Ordinance

BE IT ORDAINED by the Council of the Town of Marshville, North Carolina that the following anticipated fund revenues and departmental expenditures, together with certain fees and schedules, and with certain restrictions and authorizations, are hereby appropriated and approved for the operation of the Town government and its activities for the fiscal year beginning July 1, 2013 and ending June 30, 2014.

Budget Summary

	Estimated Revenues	Fund Balance Appropriations	Appropriation
General Fund	\$1,475,950	\$51,382	\$1,527,332
Enterprise Fund	\$1,136,672	\$89,153	\$1,225,825
Total:	\$2,612,622	\$140,535	\$2,753,157

Section 1: General Fund

The following list of approved revenues and authorized expenditures listed in this ordinance are hereby appropriated for the operation and activity of the General Fund for the fiscal year 2013-2014 in accordance with the chart of accounts for the Town of Marshville.

General Fund Revenues

Ad Valorem Taxes	\$789,800
Tax Penalties & Interest	\$3,700
Privilege Licenses	\$1,500
Interest On Investment	\$8,500
Police Calendar Sales	\$300
Miscellaneous	\$1,450
Sale Of Fixed Assets	\$3,000
Franchise Taxes	\$172,800
Solid Waste Disposal Tax	\$1,500
Powell Bill Allocation	\$67,000
Sales Tax & Hold Harmless	\$162,000
Beer & Wine Tax Distribution	\$10,000
Planning/Zoning Fees	\$1,000
Court Costs Fees & Charges	\$1,500
Refuse Collection Fees	\$193,000
Cemetery - Sale of Lot	\$5,000
Recreation Activity Fee	\$2,200
Recreational Facilities Rental	\$2,500
Property Leases	\$49,200
Encumbered Fund Balance	\$51,382
Total General Fund Revenues	\$1,527,332

General Fund Expenditures

Governing Body	\$87,675
General Government	\$297,420
Community Development	\$98,800
Public Buildings	\$19,920
Police	\$555,517
Streets	\$199,085
Sanitation	\$166,155
Parks & Recreation	\$92,760
Non Departmental	\$10,000
Total Expenditures	\$1,527,332

Section 2: Enterprise Fund

The following list of approved revenues and authorized expenditures listed in this ordinance are hereby appropriated for the operation and activity of the Enterprise Fund for the fiscal year 2013-2014 in accordance with the chart of accounts for the Town of Marshville.

Enterprise Fund Revenues

Interest On Investment	\$7,500
Charges Utilities Water	\$503,339
Charges Utilities Sewer	\$564,283
Delinquent Fees	\$10,800
Late Fee	\$30,000
Returned Check Fee	\$0
Service Initiation Fee	\$3,250
Tap Fees - Water	\$10,500
Tap Fees - Sewer	\$7,000
Bad Debts	\$0
Encumbered Fund Balance	\$89,153
Total Enterprise Fund Revenues	\$1,225,825

Enterprise Fund Expenditures

Water Operations	\$599,085
Sewer Operations	\$621,740
Non Departmental	\$5,000
Total Expenditures	\$1,225,825

Section 3: Levy of Taxes

There is hereby levied a tax at the rate of fourty eight cents (\$0.48) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2013, for the purpose of raising the revenue listed Ad Valorem Taxes 2013-2014 in the General Fund Section 1 of this ordinance. This rate is based on a valuation of property for purposes of taxation of \$169,765,668 (real and personal property of \$156,714,692 and motor vehicles of \$13,050,976) and an estimated rate of collection of 96% and 92% respectively.

Section 4: Fees & Charges

There is hereby established, for Fiscal Year 2013-2014, various fees and charges as contained in Section 3 of this document.

Section 5: Special Authorization of the Budget Officer

- a) The Budget Officer shall be authorized to reallocate amounts between line item expenditures within a department without limitation and without a report being required.
- b) The Budget Officer shall be authorized to execute transfers for contingency appropriations, not to exceed \$5,000. Notification of all such transfers shall be made to the Town Council at its next meeting following the transfer.
- c) The transfer of funds from one department to another department, excluding contingency appropriations, shall be accomplished only with prior authorization of the Town Council.

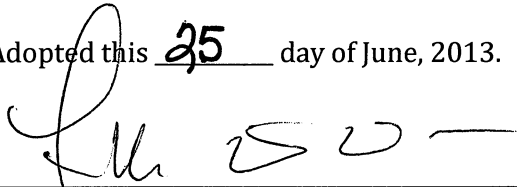
Section 6: Utilization of the Budget Ordinance

This ordinance shall be the basis of the financial plan for the Town of Marshville municipal government during the 2013-2014 fiscal year. The Budget Officer shall administer the Annual Operating Budget and ensure the staff and elected officials are provided with guidance and sufficient details to implement their appropriate portion of the budget.

Section 7. Copies of this Budget Ordinance

Copies of this Budget Ordinance shall be furnished to the Clerk, Town Council, Budget Officer and Department Heads to be kept on file by them for their direction in the disbursement of funds.

Adopted this 25 day of June, 2013.



Franklin Deese, Mayor

Attest:



Tonya Johnson, Town Clerk





**Town of Marshville
Town Council Meeting**

Att. 2587c

**Tuesday, June 25, 2013, 7:00 PM
Marshville Town Hall**

SPECIAL MEETING AGENDA

- 1. Call to Order/Invocation/Pledge of Allegiance**
- 2. Adoption of Agenda for the Meeting**
- 3. Public Comment**
Please sign in at the podium. Before speaking, state your name and address. Please limit comments to two minutes.
- 4. Action regarding budget amendments to the FY2012-2013 Annual Budget**
- 5. Action regarding final approval of the proposed FY2013-2014 Annual Budget**
- 6. Adjourn**

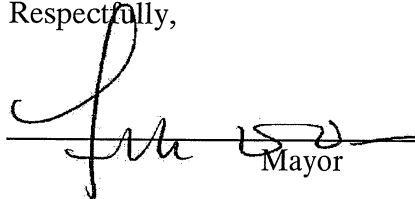
** A brief recess may be called every 45-60 minutes, as desired by Council.*

TO: Media & Public
FROM: Tonya Johnson, Town Clerk
DATE: June 20, 2013

**NOTICE OF A SPECIAL MEETING
OF THE MARSHVILLE TOWN COUNCIL**

Notice is hereby given that the Marshville Town Council will hold a special meeting on **Tuesday, June 25, 2013 at 7:00 pm** at Town Hall for approval of final amendments to the FY2012-13 Annual Budget and for adoption of the FY2013-14 Annual Budget.

Respectfully,



Mayor