

AGENDA

CITY OF NEWTON



June 7, 2016

AGENDA
CITY OF NEWTON
NEWTON CITY COUNCIL - REGULAR MEETING

June 7, 2016

7:00 p.m.

- | | | |
|------|-----|---|
| Page | 1. | <u>Call to Order – Mayor Anne P. Stedman</u> |
| | 2. | <u>Opening – Council Member Jerry Hodge</u> |
| 1 | 3. | <u>Approval of Minutes from the May 17, 2016 Regular Meeting</u> |
| | 4. | <u>Consideration of Consent Agenda Items</u> |
| 6 | A. | Tax Releases |
| 8 | B. | Sewer Adjustments |
| 9 | C. | Consideration of Capital Project Ordinance to Close Capital Projects |
| 12 | D. | Consideration of Resolution to Write off Uncollectible Accounts and Related Budget Ordinance Amendment |
| 20 | E. | Consideration of Budget Ordinance Amendment for FY 2016 Payroll Accrual |
| 24 | F. | Consideration of Resolution to Dispose of Surplus Utility Poles per G.S. 160A-280 |
| 27 | G. | Proclamation – Flag Day, June 2016 |
| 28 | H. | Acceptance of AWOP Award |
| | 5. | <u>Comments from the Public: (PERSONS WANTING TO MAKE A PUBLIC COMMENT ON NON-AGENDA ITEMS ARE REQUESTED TO SIGN IN WITH THE CITY CLERK PRIOR TO THE MEETING):</u> |
| | 6. | <u>Public Hearing</u> |
| 29 | A. | Consideration of Fiscal Year 2016-2017 Budget |
| | 7. | <u>New Business</u> |
| | A. | Consideration of Adoption of Fiscal Year 2016-2017 Budget |
| 35 | B. | Consideration of the Purchase of Real Property – 24 S College Ave |
| 37 | C. | Consideration of the Purchase of Real Property – 201 N Main Ave |
| 41 | D. | Consideration of Resolution for Assesment Inventory and Assessment Grant |
| | 8. | <u>City Manager’s Report</u> |
| | 9. | <u>Questions and Comments From Mayor and Council</u> |
| | A. | Report from Appointed Representative on Outside Boards – Council Members Jody Dixon and Jerry Hodge |
| | 10. | <u>Closed Session to Consult with City Attorney-G.S.143-318-11(a)(4), G.S.143-318-11(a)(5)</u> |
| | 11. | <u>Adjournment</u> |

PERSONS WANTING TO SPEAK ON AN AGENDA ITEM MUST SIGN IN WITH THE CITY CLERK PRIOR TO THE MEETING. PERSONS WANTING TO BE PLACED ON THE AGENDA FOR THE NEXT MEETING MUST CONTACT THE CITY MANAGER AT LEAST SEVEN WORKING DAYS BEFORE THE MEETING.

The City of Newton does not discriminate on the basis of disability in the provision of its services as charged by the City Council of the City of Newton. All meetings are held in accessible facilities. Any person with a disability needing special accommodations should contact Teresa Laffon, ADA Coordinator, at least 48 hours prior to the scheduled meeting.

**MINUTES
REGULAR MEETING OF THE NEWTON CITY COUNCIL**

May 17, 2016 – 7 p.m.

The regular meeting of the Newton City Council was held at 7 p.m. Tuesday, May 17, 2016 at Newton City Hall.

PRESENT: Mayor Anne P. Stedman, Mayor Pro Tem John Stiver and Council Members Tom Rowe, Wes Weaver, Robert C. Abernethy, Jr., and Jody Dixon

ABSENT: Council Member Jerry Hodge

STAFF: City Manager Todd Clark, City Clerk Amy S. Falowski, City Attorney John Cilley, City Department Heads and members of the management team

ITEM 1: CALL TO ORDER

Mayor Anne P. Stedman welcomed everyone and called the meeting to order.

ITEM 2: OPENING Invocation and Pledge of Allegiance

Mayor Pro Tem John Stiver provided the invocation and Pledge of Allegiance.

ITEM 3: APPROVAL OF MINUTES

Council Member Robert C. Abernethy, Jr. stated that on page 4 that it states that he asked if there is a way to look at the roads with the most travel first. Mr. Abernethy stated that he thinks Mr. Hodge actually made this statement.

Upon motion duly made by Council Member Robert C. Abernethy, Jr., seconded by Mayor Pro Tem John Stiver, it was unanimously RESOLVED:

That the Regular Minutes of the April 18, 2016 City Council meeting be – APPROVED with the above mentioned correction.

ITEM 4: CONSIDERATION OF CONSENT AGENDA ITEMS

Upon motion duly made by Council Member Robert C. Abernethy, Jr., seconded by Council Member Tom Rowe, it was RESOLVED:

That the Consent Agenda be – APPROVED

A. Sewer Adjustments

(Ordinances, Resolutions and Proclamations are hereby referenced and on file in the Office of the City Clerk)

ITEM 5: COMMENTS FROM THE PUBLIC: PEOPLE WHO WISH TO COMMENT ON NON-AGENDA ITEMS ARE ASKED TO SIGN IN WITH THE CITY CLERK PRIOR TO THE MEETING.

Mayor Anne P. Stedman asked if anyone present would like to make comment concerning non-agenda items.

Michael Waltuck stated that he appreciated Mayor Pro Tem John Stiver’s comments. Mr. Waltuck stated that there is a new farmer’s market in Newton that will be located at Catawba Farms. He stated the hours

are Saturday, 8:00 a.m. – 2:00 p.m. He also stated that next Thursday would begin the weekly musical festival, lasting until the week of reunion.

Mayor Stedman asked if there was anyone else that would like to speak. No one appeared.

ITEM 6: Public Hearing

A. Consideration of Ordinance Amendment – Subdivision Review Board

Mayor Stedman opened the public hearing.

Alex Fulbright stated that at a recent Subdivision Review Board meeting, the issue of composition of the Subdivision Review Board was broached and it was determined that the existing ordinance needs to be amended to reflect current position titles. In addition, it was discussed that there was the need for clarification on who could serve as an alternate in the event of absence and how the vice-chairmen was selected. Mr. Fulbright stated the current ordinance reads as follows:

- (b) *Composition; chairman.* The SRB shall consist of the city manager, planning director/assistant city manager, director of parks and recreation, director of public works, police chief, and fire chief. Attendance at all meetings is required, but a member may designate an alternate when attendance at an SRB meeting is precluded by illness, accident, vacation or irreconcilable conflict. The chairman of the SRB shall be appointed by the city manager to serve at his pleasure.

Mr. Fulbright stated that the proposed ordinance, if adopted would address those issues and would read as follows:

- (b) *Composition; chairman.* The SRB shall consist of the City Manager, Planning Director, Director of Parks and Recreation, Director of Public Works, Police Chief, and Fire Chief. The City Manager may designate an alternate to serve on the SRB in his place or in the place of any department head for any length of time determined by the City Manager. Attendance at all meetings is required of each SRB member. The chairman and vice-chairman of the SRB shall be appointed by the city manager to serve at his pleasure.

Mr. Fulbright stated the Planning Commission unanimously recommends the proposed ordinance as presented.

Mayor Stedman asked if there was anyone present that would like to speak in favor of or against the proposed Ordinance Amendment. No one appeared.

Upon motion duly made by Council Member Robert C. Abernethy, Jr., seconded by Council Member Wes Weaver, it was unanimously RESOLVED:

That Public Hearing be – CLOSED.

Upon motion duly made by Council Member Robert C. Abernethy, Jr., seconded by Council Member Wes Weaver, it was unanimously RESOLVED:

That Ordinance Amendment – Subdivision Review Board be – ADOPTED.

(Ordinances, Resolutions and Proclamations are hereby referenced and on file in the Office of the City Clerk)

ITEM 7: New Business

A. Presentation – Community Health Assessment – Catawba County Public Health

Zack King from Catawba County Public Health gave a presentation on the Community Health Assessment.

Mayor Stedman thanked Mr. King and told him that the city is working on a Recreation Master Plan

B. Report on Recent Department of Insurance Rating for Fire Protection Services

Fire Chief Kevin Yoder gave a presentation explaining the recent Department of Insurance Rating for Fire Protection Services for the city. Chief Yoder stated that the city is now rated a 4 on the fire insurance rating classifications. Chief Yoder stated that everyone in the department contributes to this rating, and that he wanted to especially thank Randy Walker, Alan Fox, Brian Whitener, and Dennis Falder for all their hard work preparing information for the inspection.

C. Consideration to Adopt Resolution for the Sale of Real Property

Assistant City Manager Sean Hovis stated the City of Newton acquired a parcel of land located at 1000 North Ashe Avenue several years ago through a foreclosure proceeding for the purpose of demolishing a structure that posed an eminent threat to the health, safety and welfare of the public. Mr. Hovis stated the structure has been demolished and the property has no practical use by the City at this time.

Mr. Hovis stated the Newton City Council previously declared this parcel as surplus property on March 18, 2014. As directed by the City Council, the city staff subsequently advertised the property for sale.

Mr. Hovis stated that most recently, James E. Brackett submitted a bid on May 12, 2016 in the amount of \$2,200. In accordance with North Carolina General Statute §160A-269, “when an offer is made and the council proposes to accept it, the council shall require the offeror to deposit five percent (5%) of his bid with the city clerk, and shall publish a notice of the offer.”

Mr. Hovis stated that the Statute requires the public notice include a general description of the property, the amount and terms of the offer, and a notice that within 10 days any person may raise the bid by not less than ten percent (10%) of the first one thousand dollars (\$1,000) and five percent (5%) of the remainder. If an upset bid is offered, the bidder must deposit (5%) of his increased bid with the City Clerk and the Clerk must re-advertise the offer at the increased bid. This procedure shall be repeated until no further qualifying upset bids are received, at which time the council may accept the offer and sell the property to the highest bidder. The Statute also provides that the Council may at any time reject any and all offers.

Upon motion duly made by Council Member Tom Rowe, seconded by Council Member Robert C. Abernethy, Jr., it was unanimously RESOLVED:

That the Bid for the Sale of Real Property located at 1000 N Ashe Av, in the amount of \$2,200 be – ACCEPTED.

(Ordinances, Resolutions and Proclamations are hereby referenced and on file in the Office of the City Clerk)

D. Consideration of Resolution for 10 Year Capital Improvement Plan

City Manager Todd Clark stated that city staff has prepared a 10-Year Capital Improvement Plan (CIP) which balances projected revenues and expenditures based on financial forecast and assumptions with the City's long-range financial capacity.

Mr. Clark stated the CIP is updated annually as part of the City's regular budget process. First-year projects noted on the CIP will be incorporated into the City Manager's recommended annual operating budget or in some cases a capital project ordinance with the exception of capital which will be funded by a potential grant that has not been awarded. Mr. Clark explained the nine (9) subsequent years are not binding and are subject to change each year as the City's priorities/needs, grant opportunities, emergency needs or other priorities change.

Mr. Clark stated the 10-Year CIP for Fiscal Years 2017- 2026 was provided at the May 5, 2016 budget workshop for your review. He explained that there are some minor changes to the wording of the document, but not the bottom line.

Council Member Wes Weaver stated that it does not mean that you agree with everything in the CIP if you vote in favor of it. It is a working document and just puts a plan in place.

Council Member Robert C. Abernethy, Jr. stated that he agrees with 99% of the document.

Upon motion duly made by Council Member Tom Rowe, seconded by Council Member John Stiver, it was unanimously RESOLVED:

That Resolution for 10 Year Capital Improvement Plan be – ADOPTED.

(Ordinances, Resolutions and Proclamations are hereby referenced and on file in the Office of the City Clerk)

ITEM 8: City Manager's Report

Meetings

- May 18th – Catawba Valley Business and Health Council Meeting, AHEC 12 at CVMC, 4:30-6:00 p.m.
- May 22nd – Unity Day, Newton-Conover Auditorium 2 p.m.- 4 p.m.
- May 24th – WPCOG Policy Board Meeting hosted by City of Newton at Newton Fire Headquarters – 6 p.m.
- May 27th – Employee Fitness Day at Southside Park, 11:30 a.m.-1:00 p.m.
- May 31st – United Arts Council of Catawba County Annual Meeting at SALT Block, 5:30 p.m.
- June 1st – Biscuit Day, Courthouse Square
- June 3rd – Rep. Patrick McHenry to visit Technibilt at 9:00 a.m.
- June 4th – Controlled Burn of building located at 1137 N Main Ave, beside the Newton Depot
- June 8th – Town Hall Day

Budget Workshop

- May 2, 2016 Presentation of Fiscal Year 2016-2017 Budget to City Council

- May 5, 2016
- May 10, 2016
- May 12, 2016

Tentative Dates if needed:

- May 17, 2016
- May 18, 2016
- May 19, 2016
- June 7, 2016 Public Hearing and Budget Adoption

All Workshops will begin at 5:15 p.m.

- On May 18th the Recreation Survey Results will be presented to the Steering Committee, results will be presented to city council at an upcoming meeting (488 responses). The Steering Committee consists of John Stiver, Kyle Smith, Sean Hovis, Randy Williams, Carol Stiles, Bradley Martin, Dennis Falder and Sandra Waters.
- The upper and lower parking lots at the Recreation Center have been re-paved
- The Police Academy Graduation will be next Monday at 6:00 p.m. in the Council Chamber

ITEM 11: Questions and Comments from Mayor and Council

Mayor Anne P. Stedman asked if any Council Members would like to make any comments. There were none. Mayor Stedman stated that since Mr. Hodge is not well tonight, he would give his report at a later date.

ITEM 9: Closed Session to Consult with the City Attorney – G.S. 143-318-11(a)(4) and G.S. 143-318-11(a)(5)

Upon motion duly made by Council Member Wes Weaver, seconded by Council Member Robert C. Abernethy, Jr., it was unanimously RESOLVED:

That the City Council enter CLOSED SESSION per G.S. 143-318-11(a)(4) and G.S. 143-318-11(a)(5)

Council Member Wes Weaver made the motion to go back into open session, which was seconded by Mayor Pro Tem John Stiver. All Ayes.

ITEM 10: Recess

Upon motion duly made by Council Member Wes Weaver, seconded by Council Member Robert C. Abernethy, Jr., it was unanimously RESOLVED:

That the Meeting be – ADJORNED

Amy S. Falowski, City Clerk



Anne P. Stedman, Mayor

CITY OF NEWTON

Inter-office Correspondence

TO: E. Todd Clark, City Manager **DATE:** May 17, 2016

RE: Tax Releases – April 2016

FROM: Serina T. Hinson, Finance Director

The following tax releases have been received from the Catawba County Tax Collector. The reason for each release is annotated beside the name.

Tax Year	Tax Release Number	Name	Reason	Amount of Release
2012	68	Klimek, Adrian Robert	Small underpayment	\$0.20
2015	69	Lominac, Glenda Buchanan	Small underpayment	\$0.02
2015	70	Sophie, The Woman's Magazine, LLC	Small underpayment	\$0.19

Should you have any questions or need clarification, please notify. Releases are submitted as required by NCGS § 105-381(b).

CITY OF NEWTON

Inter-office Correspondence

TO: E. Todd Clark, City Manager **DATE:** June 1, 2016

RE: Tax Releases – May 2016

FROM: Serina T. Hinson, Finance Director

The following tax releases has been received from the Catawba County Tax Collector. The reason for the release is annotated beside the name.

Tax Year	Tax Release Number	Name	Reason	Amount of Release
2015	71	Martines, Ricardo B	Small underpayment	\$0.02

Should you have any questions or need clarification, please notify. Releases are submitted as required by NCGS § 105-381(b).

CITY OF NEWTON

Sewer Adjustments

TO: E. Todd Clark, City Manager **DATE:** May 27, 2016

RE: Sewer Adjustments – June 7, 2016

FROM: Serina Hinson, Finance Director

The following sewer adjustment is recommended for approval. The adjustment is recommended as a result of a water leak at the service address or a pool fill up.

Account Number	Name	Service Address	Adjustment Period	Amount of Adjustment
37000860-007	Sharon Aiken	103 W. 21 st St.	May (Pool)	\$ 35.21
44000243-003	Jason Herman	1241 Hogan Ct.	May (Pool)	\$ 109.65

Backup documentation to support each adjustment is on file in the Finance Department. Should you have questions or require further clarification, please notify.

CITY OF NEWTON REQUEST FOR COUNCIL ACTION

DATE: June 1, 2016

TO: E. Todd Clark, City Manager

FROM: Serina T. Hinson, Finance Director

CONSIDERATION OF: Capital Project Budget Ordinance to Close Capital Projects.

Approved for Council Consideration

Background:

The City of Newton periodically establishes capital project ordinances for endeavors that involve construction/infrastructure activities or grant funding for a particular purpose covering more than one year. In most cases, the duration of a project will extend from one fiscal year into another. Consequently, the adoption of a capital project ordinance allows the governmental entity to appropriate funds for the life of the project without the governing board having to reallocate funding on a fiscal year basis.

The City has numerous Capital Projects which were completed during Fiscal Year 2016:

- 1) South Caldwell Court Stormwater Rehabilitation
- 2) Highway 10 Sewer Pump Station Rehabilitation
- 3) N. Ashe and W. 1st Street Sewer Rehabilitation

We would like to close out the capital projects noted above. A Capital Project Budget Ordinance has been prepared and is attached for your review and approval.

ACTION SUGGESTED:

Motion to approve the attached Capital Project Budget Ordinance to close out the above noted capital projects which were completed during Fiscal Year 2016.

ORDINANCE #2016-11

**CAPITAL PROJECT BUDGET ORDINANCE TO CLOSE CAPITAL PROJECTS
FOR THE CITY OF NEWTON**

WHEREAS, the City Council of the City of Newton have adopted a Budget Ordinance for fiscal year beginning July 1, 2015, and ending June 30, 2016, in accordance with the General Statutes of the State of North Carolina, and

WHEREAS, the City Council desires to recognize the completion of the following Capital Projects, and

WHEREAS, the City of Newton established the South Caldwell Court Stormwater Rehabilitation Capital Project with a total project budget of \$424,250. The project was complete as of February 9, 2016 with total expenditures of \$402,784.63, and

WHEREAS, the City of Newton established the Highway 10 Sewer Pump Station Rehabilitation Capital Project with a total project budget of \$527,600. This project was complete as of February 8, 2016 with total expenditures of \$468,357.97, and

WHEREAS, the City of Newton established the N. Ashe and W. 1st Street Sewer Rehabilitation Capital Project with a total project budget of \$79,550. This project was complete as of August 13, 2015 with total expenditures of \$72,533.60. The remaining savings were applied toward outstanding debt, and

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NEWTON, NORTH CAROLINA, THAT:

THE FOLLOWING SOURCE OF REVENUE AND APPROPRIATION ARE HEREBY APPROVED.

General Fund Revenues

Fund Balance Appropriated	11-0000.3990	\$ 2,800
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General Fund Appropriations

Transfer to General Capital Projects	11-9100.9930	\$ 2,800
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General Capital Projects Fund Revenues

Transfer from General Fund	30-4252.3911	\$ 2,800
Proceeds from Borrowing	30-4252.3900	\$(2,800)

Water and Wastewater Fund Revenues

Transfer from Capital Projects	61-0000.3930	\$ 66,300
Fund Equity Appropriated	61-0000.3995	\$(66,300)

Water and Wastewater Capital Projects Fund Appropriations

Transfer to Water & Wastewater	47-9100.9961	\$ 66,300
Sewer Pump Station Rehabilitation	47-7100.5956 Proj 100	\$(59,250)
Sewer Rehabilitation Projects	47-7100.5994 Proj 103	\$(7,050)

Adopted this 7th day of June, 2016.

Anne P. Stedman, Mayor

Attest:

Amy S. Falowski, City Clerk



CITY OF NEWTON REQUEST FOR COUNCIL ACTION

DATE: June 2, 2016

TO: E. Todd Clark, City Manager

FROM: Serina T. Hinson, Finance Director

CONSIDERATION OF: Resolution to Write Off Uncollectible Accounts and Related Budget Ordinance Amendment.

Approved for Council Consideration

Background:

Although the City has established and implemented procedures to collect payment for services and miscellaneous billings and to actively pursue delinquent accounts, there are occasions where amounts are not collected.

Staff has identified those accounts meeting one or more of the following criteria:

- 1) **Expired statute of limitations:** Debt has exceeded three years or other applicable statutory limitation.
- 2) **Bankruptcy:** Account has been discharged through bankruptcy court.
- 3) **Deceased:** Debtor is deceased with no estate.
- 4) **Unjustifiable Cost:** Amount of debt is less than \$50; therefore, it is not eligible for the North Carolina Debt Set-Off Program.

After the debt has been removed from the accounts receivable subsidiary ledger and the financial records of the City, the debt is no longer recognized as collectible for financial reporting purposes; however, **the legal obligation to pay the debt will still remain.**

ACTION SUGGESTED:

- 1) Approve the attached Resolution to Write Off Uncollectible Utility and Miscellaneous Billing Accounts.
- 2) Approve the attached Budget Ordinance Amendment related to the Write Off of Uncollectible Utility and Miscellaneous Billing Accounts.

RESOLUTION # 6-2016

CITY OF NEWTON

RESOLUTION TO WRITE OFF UNCOLLECTIBLE ACCOUNTS

WHEREAS, the City of Newton City Council has reviewed the list of uncollectible utility and miscellaneous billing accounts; and

WHEREAS, the Finance Director has determined that specific utility and miscellaneous billing accounts totaling \$43,351.29 which is attached hereto and made a part hereof by reference have been deemed uncollectible and should be written off as bad debt; and

WHEREAS, diligent efforts have already been made to collect the amounts shown on the attached list; however, said accounts are uncollected and further efforts at collection are not possible either due to statutory limits, bankruptcy, deceased debtor, or not being cost effective; and

WHEREAS, continuing to include such amounts in the financial records of the City could result in a distorted balance sheet;

NOW, THEREFORE BE IT RESOLVED by the governing body of the City of Newton, North Carolina that the write off of \$43,351.29 of uncollectible utility and miscellaneous billing accounts are hereby approved and the Finance Director is authorized and directed to post the necessary transaction(s) to write off the bad debt in the financial records of the City.

Adopted this 7th day of June, 2016.

Attestation:

Anne P. Stedman, Mayor

Amy S. Falowski, City Clerk



**City of Newton
Bad Debt Write Off
May 23, 2016**

			<u>Final Bill</u>	
			<u>Date</u>	<u>Amount</u>
Statue of Limitations for collections has expired:				
66001282-004	HICKS, CHARLENE ANN	1331 FREEDOM LN	06/06/12	73.17
65000620-011	MOORE, SUZANNE KATHERINE	723 MYLINDA DR	06/08/12	71.77
54003532-013	COOK, BOBBY LASHANNON	523 ROWE DR	06/08/12	132.92
61001120-023	WEST, ERIC JUNIOR	126 MCDANIELS CIR	06/08/12	146.57
58000620-006	FLOYD, JAMES DAVID	304 N DAVIS AVE	06/08/12	161.01
42001487-004	STACKS, CANDY A	750 BUCHANAN PL	06/14/12	61.86
61000920-015	WISE, SHIRLEY J	106 MCDANIELS CIR	06/14/12	85.36
31002450-011	VIXAYSAK, BANGONH NOI	656 W 13TH ST #E9	06/20/12	203.85
41001365-004	WILLIAMS, BARBARA	2861 OLD CONOVER STARTOWN RD #H	07/02/12	132.77
68003310-012	VANGUILDER , DANIEL LEE	1918 ELLICK DR	07/02/12	166.70
54004030-008	WEANQUOI, BOAN	413 ROWE DR	07/05/12	73.85
59001460-005	CHAMBERS, ROBIN LEIGH	727 N CALDWELL AVE	07/06/12	101.04
61000760-015	SEARLES, WAYNE T	141 MCDANIELS CIR	07/06/12	206.81
42002285-005	KARIS, MICHAEL ANTHONY	1795 OLD CONOVER STARTOWN RD	07/10/12	79.74
31000010-009	RODRIGUEZ BAEZ, LUIS ANGEL	620 W 13TH ST #B2	07/11/12	126.01
15000661-006	MECIMORE, JOHN D	219 W C ST	07/17/12	376.84
58000640-006	REHRIG, KAREN	216 N DAVIS AVE	07/23/12	420.89
13000460-011	TRAMEL, DARRELL	315 S ASHE AVE #B	07/24/12	221.86
92004760-002	HAWKINS, LEON	1745 SHADY LN	07/25/12	56.50
24000100-013	CALL, JASON SCOTT	504 N SPRING AVE	07/25/12	221.31
18015650-007	MCCARTY, GLORIELA	1151 LOBLOLLY LN	07/26/12	65.85
40000400-001	MCPHERSON, NEOMIA P	2603 N MAIN AVE	07/26/12	212.17
7000005-009	SCOTT, DWAYNE ARTHUR	305 S COLLEGE AVE A	07/31/12	106.91
59000280-008	BRYSON, CRYSTAL GAIL	414 E 11TH ST	07/31/12	298.59
38001240-006	YANEZ, LUCIANO	103 W 23RD ST #3	08/07/12	66.45
36000540-004	FLORES, ISMAEL V	109 W 20TH ST	08/07/12	235.69
54003990-009	DESIMONE, DOMINICK J	417 ROWE DR	08/09/12	86.85
51000520-010	DUNCAN, ENESHIA E	415 E 21ST ST	08/09/12	215.57
61000200-008	HOPPER, HASAN RALIEK	7 S ERVIN AVE	08/15/12	78.82
9000420-013	ELLS, ANTHONY EARL	219 W G ST	08/20/12	336.23
68002600-004	ELLIS, FRANCES DULA	1860 ZACK LN	08/20/12	666.40
57001260-012	TUCKER , TODD ARTHUR	503 N DAVIS AVE #B2	08/21/12	217.81
4000160-008	BAILEY, DEBORAH LOIS	1025 S BRADY AVE	08/22/12	60.67
45000880-006	TRUEHEART, TENA LOPAZ	1231 SHANNONBROOK DR	08/30/12	165.38
61000560-018	GIBSON, WILLIAM	100 MCDANIELS CIR	09/13/12	76.18
47001100-011	HICKMAN, JAMES EDWARD	143 E 12TH ST	09/13/12	219.79
18001884-005	HULETT, SANDY L	1916 TODD ST	09/14/12	52.62
55001760-009	BLACKBURN, ROSSELLA	1125 MCREE HEIGHTS CIR	09/17/12	284.61
43001040-001	LACKEY, ROBERT	1310 POPLAR CIR	09/18/12	459.98
5000949-002	HARTMAN, MICHELLE C	313 E I ST	09/19/12	124.51
52000940-003	MCPHERSON, DIANA J	805 E 22ND ST #19	09/20/12	199.21
42002760-002	WHEELER, MONICA CAVENDER	2466 OLD CONOVER STARTOWN RD	09/25/12	57.53
34001220-018	JENNINGS, KATIE DANNER	100 W 17TH ST #F40	09/25/12	69.09
59000300-010	CLAYPOOLE, AUDRA L.	418 E 11TH ST	10/01/12	136.41
62002140-019	OATES, TONEEKA SHONTAE	815 E 1ST ST #H53	10/01/12	219.12
5000400-005	ROBERTS, MARK ANDREW	518 E J ST	10/08/12	222.91
60001600-004	KEE, WILLIAM	710 E B ST	10/09/12	141.87
65001280-008	BRAGG, JOANNA A	810 ST JAMES CHURCH RD	10/10/12	132.56
64000120-001	CLARK, ALMA V	616 S CALDWELL AVE	10/10/12	205.32
14001240-006	MICHAUD, CHASITY D	325 S CLINE AVE	10/16/12	348.25
16000040-004	ALLEN, GREGORY C.	121 W B ST	10/22/12	560.75
8000240-008	FRIZZELL, DEBORAH FAY	735 S CLINE AVE #B12	10/23/12	927.81
29000160-009	OATES, MELISSA J	306 W 12TH ST	10/24/12	449.57
31000080-013	SCHROEDER, ALBERT D	1326 N FRYE AVE #J	11/01/12	275.85
33000702-005	LINDSAY, BRITTANY G	1520 N MAIN AVE #17	11/01/12	487.92

**City of Newton
Bad Debt Write Off
May 23, 2016**

			Final Bill	
			Date	Amount
Statue of Limitations for collections has expired (continued):				
17015125-005	NORRIS, GARY	1258 SECURITY ST	11/01/12	564.85
67000060-005	ROBINETTE, WILLIAM ANTHONY	1378 S NC 16 HWY	11/02/12	154.58
63000060-009	ROMAN, ANGEL VARGAS	152 S CALDWELL AVE	11/02/12	315.35
64001280-008	NIVENS, RENEE G	719 E D ST	11/02/12	417.67
64000940-008	COULBOURN, SHANNON	722 E F ST	11/02/12	570.02
43002160-010	PETTY, HELEN	900 LAFFON RD #38	11/20/12	118.09
38000200-016	GLOVER, TAMMY JO	2413 N SHIPP AVE	11/20/12	141.40
34000655-002	GIBSON, TOMMY A	1830 N MAIN AVE	11/26/12	194.13
34000660-014	GIBSON, TOMMY A	1830 N MAIN AVE	11/27/12	397.22
24000421-006	STEWART, BRENDA M	101 N SPRING AVE #A	11/29/12	400.04
69000100-005	FLYNN, NORMAN	2168 STERLING RIDGE DR	12/05/12	321.74
51000140-003	QUERRY, MARIE A.	2029 N COLLEGE AVE	12/10/12	78.49
33000460-013	HOLLAND, MICHAEL B	25 W 15TH ST	12/10/12	169.10
47000180-009	MCCLAIN, FRANCES	2108 N COLLEGE AVE	12/10/12	199.35
33001320-013	BROWN, AARON C	224 W 19TH ST	12/12/12	96.47
42008050-009	BOWMAN, ARNOLD L	2427 OLD CONOVER STARTOWN RD	12/13/12	53.66
3001345-012	HOLLAR, JERRY DEAN	216 PARK LN	12/14/12	160.69
22002320-012	MARTIN, RUSSELL D	404 CARDINAL DR	12/16/12	268.56
9000120-004	MULLIKIN, MICHAEL S	29 W HERMAN ST #B	12/17/12	196.07
59000900-012	JEFFRIES, JAMIE A	202 N CALDWELL AVE	12/21/12	74.55
64000220-007	RAWLS, KASSEY W	726 S CALDWELL AVE	12/30/12	666.72
9000780-002	KELLER , ERNEST LEE	207 W G ST	01/03/13	95.10
58001020-005	KENNEDY, DOROTHY	132 S DAVIS AVE	01/08/13	137.37
54003605-006	BROADWELL , CARY H	620 THOMAS DR	01/09/13	144.27
14000260-007	WILKINSON, TROY D	300 S BOST AVE #10	01/10/13	76.94
24000420-005	GARCIA, LUCIANO	107 N SPRING AVE	01/11/13	213.29
2000222-005	MARTIN, MICHAEL	500 E D ST	01/11/13	231.83
61000280-003	WHITESIDES, CHRISTINA M	15 N ERVIN AVE	01/16/13	372.14
14000400-011	HEDRICK, TAMARA B	300 S BOST AVE #22	01/23/13	144.39
40000395-006	MYERS, JOHNNY C	2601 N MAIN AVE	01/25/13	145.82
47001000-010	ROBINSON, DARVIS D	111 E 12TH ST #B	01/28/13	133.31
30000100-004	MOORE, KAREN JEAN	520 W 12TH ST	01/28/13	141.80
14000100-011	HOARE, CELESTE C	300 S BOST AVE #6	01/31/13	93.56
57000960-005	SNYDER, ANDREW J	217 N DAVIS AVE	01/31/13	140.93
18000540-003	WILLIAMS, ROSE MARIE	2208 W NC 10 HWY	02/05/13	55.50
92000630-004	HEFNER, BILL	2446 OLD CONOVER STARTOWN RD	02/05/13	65.50
57000270-004	RYDER, ANTHONY	310 N GAITHER AVE	02/14/13	660.15
10000120-012	YANG, SOUA	404 S ASHE AVE	02/20/13	138.28
29000640-006	MEJIA , JOSE LUIS CHAVEZ	1106 N ASHE AVE	02/21/13	210.55
37000400-004	THOMAS, MICHAEL J	232 W 21ST ST	02/22/13	542.02
33000360-005	BAXTER, MICHELLE L	117 W 14TH ST	02/26/13	181.58
50001916-002	BACH, CHRISTOPHER A	1515 MAYFAIR DR	03/01/13	239.80
49000100-005	BURGESS, SCOTT R.	335 E 20TH ST	03/11/13	155.82
22002100-006	SALGUERO, JULIE MARIA	309 MEADOWBROOK DR	03/12/13	293.52
66002565-002	STEELMON II, ERNEST RONALD	1556 BERKSHIRE DR	03/15/13	97.77
61000640-013	HUFFMAN, MEAGHAN N	149 MCDANIELS CIR	03/18/13	314.67
68001160-011	HUNT, LISA MARIE	2419 DELLINGER DR	03/19/13	303.79
33001300-005	ROYSTON, BESSIE	218 W 19TH ST	03/22/13	842.78
17000765-003	DAVIS, RENALDO CLYDE	1394 W C ST	03/25/13	737.79
14000120-019	WILSON, JAMEL QUOVATUS	300 S BOST AVE #5	03/28/13	182.08
3000340-007	SHUFORD, JOE E	112 E I ST	04/01/13	145.87
61001000-015	MONTOYA, JULIE S	114 MCDANIELS CIR	04/04/13	242.52
61001080-018	WALLACE, JULIA G	122 MCDANIELS CIR	4/5/2013	516.82
61000920-016	DAVIS, QUINTON J	106 MCDANIELS CIR	04/08/13	835.44
14000320-009	JOHNSON, WENDY L	300 S BOST AVE #13	04/12/13	140.07
6000085-012	COMBS, JESSICA L	405 E HERMAN ST	04/12/13	405.90

**City of Newton
Bad Debt Write Off
May 23, 2016**

			Final Bill	
Statue of Limitations for collections has expired (continued):			Date	Amount
8001820-014	DECENZO, CHRISTOPHER C	1038 S MAIN AVE	04/12/13	630.84
5000520-012	ROBINSON, JEFFREY C	312 E J ST #10	04/17/13	503.14
7000015-007	SMITH, ELAINE PRUETT	305 S COLLEGE AVE B	04/18/13	139.23
2000270-004	POWELL, SHEILA ANN	313 S DERBY AVE	04/19/13	206.18
34001148-016	POPE, JANIE ELIZABETH	100 W 17TH ST #D25	04/20/13	391.11
16000260-006	BARRERAS, LARISSA N	311 W B ST	04/22/13	297.25
2000340-016	BROGDON, JESSICA D	416 E D ST	04/28/13	306.02
61000800-012	VISINGARD, JACQUELINE R	130 MCDANIELS CIR	04/29/13	80.22
61000760-017	TAYLOR, LERON LAMONT	141 MCDANIELS CIR	04/30/13	451.52
24000340-012	BENSLER, ANNELIESE G	403 N SPRING AVE	05/01/13	147.33
52001180-011	CONNOR , CANDICE RENEE	821 E 22ND ST #4	05/02/13	235.80
68001130-006	PAGE, JESSICA L	2319 DELLINGER DR	05/02/13	480.66
68001600-001	WILLIAMSON, JERRY Q	2252 DILLON DR	05/07/13	412.13
13000460-013	MAIWALD, AMBER A	315 S ASHE AVE #B	05/15/13	196.50
47000280-011	PLEIMAN, BARBARA ANN	2036 N COLLEGE AVE	05/15/13	242.99
61001340-010	LITTLE, STEPHEN RYAN	119 MCDANIELS CIR	05/17/13	260.10
44001820-002	MCCORKLE, DENNIS W	1037 W 1ST ST	05/23/13	313.76
33001300-006	MCCRARY, ASHLEY	218 W 19TH ST	05/28/13	380.74
63000620-022	JOHNSON, TRACY WAYNE	221 S CALDWELL AVE	05/30/13	166.62
				32,365.94

Debts Less than \$50.00:

5000120-012	G AND C INVESTMENT PROPERTIES	307 E J ST	07/02/12	0.10
18001785-003	JOHNSON, JAMAL KAREEM	1819 BROMPTON CT	10/03/12	4.68
44001850-002	CIOLEK, MARION C	1380 OBRIAN DR	10/20/12	0.02
16000060-004	ALLEN, GREGORY C.	123 W B ST	10/22/12	34.42
5000140-011	CHAMBERS, CALA N	309 E J ST	11/14/12	29.87
34001260-016	GAY, TORKISHA NICOLE	100 W 17TH ST #F42	02/04/13	11.38
27000460-005	MORRIS, ANDREW D	1115 NORTHWEST BLVD	02/18/13	47.68
61000680-008	LOFGREN, JAMES P	145 MCDANIELS CIR	03/20/13	0.04
58000080-002	LINDLEY, SHIRLEY	912 N DAVIS AVE	04/05/13	0.02
34015990-010	RODERICK, ROBERT L	100 W 17TH ST #G56	07/10/13	0.02
65001060-004	DIEGO RAMIREZ, MARIA CHRISTINA	710 MYLINDA DR	12/05/13	23.95
39001080-012	INGLE, JANICE L	2727 N MAIN AVE #B	01/06/14	16.17
29000005-003	HELD, ULLA K.	1228 N ASHE AVE	01/31/14	22.00
92001715-002	GREENE SR, CHARLES	2172 GREENE DR	02/24/14	34.00
92004878-002	GREENE SR, CHARLES	1040 MILLWOOD DR	02/24/14	34.00
92004879-002	GREENE SR, CHARLES	1063 MILLWOOD DR	02/24/14	34.00
92004881-002	GREENE SR, CHARLES	1049 MILLWOOD DR	02/24/14	34.00
92004882-002	GREENE SR, CHARLES	1055 MILLWOOD DR	02/24/14	34.00
92004883-002	GREENE SR, CHARLES	1043 MILLWOOD DR	02/24/14	34.00
92004884-001	GREENE SR, CHARLES	1086 MILLWOOD DR	02/24/14	34.00
92004885-002	GREENE SR, CHARLES	1085 MILLWOOD DR	02/24/14	34.00
92004886-002	GREENE SR, CHARLES	2191 GREENE DR	02/24/14	34.00
92004887-001	GREENE SR, CHARLES	2171 GREENE DR	02/24/14	34.00
92004888-001	GREENE SR, CHARLES	2184 GREENE DR	02/24/14	34.00
92004889-002	GREENE SR, CHARLES	2185 GREENE DR	02/24/14	34.00
92004891-001	GREENE SR, CHARLES	1071 MILLWOOD DR	02/24/14	34.00
92004901-001	GREENE SR, CHARLES	1079 MILLWOOD DR	02/24/14	34.00
92004902-001	GREENE SR, CHARLES	1050 MILLWOOD DR	02/24/14	34.00
92004903-001	GREENE SR, CHARLES	2192 GREENE DR	02/24/14	34.00
92004904-001	GREENE SR, CHARLES	2179 GREENE DR	02/24/14	34.00
92005490-001	HILLCREST MOBILE HOME PARK	1055 OLD CONOVER STARTOWN RD	02/24/14	34.00
67010050-013	WILLIS, ASHLAND TAYLOR	1606 BUFFALO SHOALS RD	06/11/14	0.67
				803.02

**City of Newton
Bad Debt Write Off
May 23, 2016**

			<u>Final Bill</u>	
			<u>Date</u>	<u>Amount</u>
Deceased Customer Bad Debts:				
18010220-015	LONGWORTH, CHRISTOPHER	1424 BOSTON RD	02/24/15	4.95
42000900-005	DICKSON, CARRIE KELLISON	2693 OLD CON STAR RD #4B	03/02/15	50.95
51001060-004	WENTZ, WILLIAM FRANCIS	2103 N THOMAS AVE	04/05/15	165.08
17000203-004	PHILYAW, CHANCE BYRON	1229 SECURITY ST	06/17/15	557.18
59001040-011	DUKES, JOSEPH C	303 N CALDWELL AVE	06/04/15	568.61
35000790-002	BRUMETT, MARVIN E	2018 N ASHE AVE	07/28/15	364.42
				<u>1,711.19</u>
Total Utility Bad Debt				<u>34,880.15</u>

Miscellaneous Billing:			<u>Invoice</u>		
<u>Customer #</u>	<u>Customer Name</u>	<u>Reason for Billing</u>	<u>Number</u>	<u>Date</u>	<u>Amount</u>
345	LINORE HAMLETTE	CODE ENFORCEMENT ABATEMENT	2013-01	01/22/13	1,425.22
346	DONNA SARTIN	CODE ENFORCEMENT ABATEMENT	2013-02	01/31/13	1,874.42
267	STEPHANIE'S	FIRE INSPECTION FEES	2013-52	09/19/12	90.50
231	SHANCE MOTEN	FIRE LANE PARKING VIOLATION	2013-01	08/06/12	50.00
311	JENNIFER MOORE	FIRE LANE PARKING VIOLATION	2013-04	11/13/12	50.00
173	ROBERT'S SEPTIC TANK SERVICE	SEPTAGE HAULERS	2013-16	09/10/12	2,341.00
173	ROBERT'S SEPTIC TANK SERVICE	SEPTAGE HAULERS	2013-25	10/04/12	2,640.00
Total Miscellaneous Billing Bad Debt					<u>8,471.14</u>

Grand Total 43,351.29

ORDINANCE # 2016-12

**AN ORDINANCE TO AMEND REVENUES AND EXPENDITURES
FOR FISCAL YEAR 2015-2016 FOR THE CITY OF NEWTON**

WHEREAS, the City Council of the City of Newton have adopted a Budget Ordinance for fiscal year beginning July 1, 2015, and ending June 30, 2016, in accordance with the General Statutes of the State of North Carolina; and

WHEREAS, the City of Newton City Council has reviewed the list of uncollectible utility and miscellaneous billing accounts; and

WHEREAS, the Finance Director has determined that specific utility and miscellaneous billing accounts totaling \$43,351.29 which is attached hereto and made a part hereof by reference have been deemed uncollectible and should be written off as bad debt; and

WHEREAS, diligent efforts have already been made to collect the amounts shown on the attached list; however, said accounts are uncollected and further efforts at collection are not possible either due to statutory limits, bankruptcy, deceased debtor, or not being cost effective; and

WHEREAS, continuing to include such amounts in the financial records of the City could result in a distorted balance sheet.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NEWTON, NORTH CAROLINA, THAT:

THE FOLLOWING SOURCE OF REVENUE AND APPROPRIATION ARE HEREBY APPROVED.

General Fund Revenues		
Fund Balance Appropriated	11-0000.3990	\$ 6,000
General Fund Appropriations		
Bad Debt Expense	11-6900.7925	\$ 6,000
Water/Wastewater Fund Revenues		
Fund Equity Appropriated	61-0000.3995	\$15,900
Water/Wastewater Fund Appropriations		
Bad Debt Expense	61-6900.7925	\$15,900

Electric Fund Revenues		
Fund Equity Appropriated	63-0000.3995	\$21,550
Electric Fund Appropriations		
Bad Debt Expense	63-6900.7925	\$21,550

Adopted this 7th day of June, 2016.

Anne P. Stedman, Mayor

Attest:

Amy S. Falowski, City Clerk



CITY OF NEWTON REQUEST FOR COUNCIL ACTION

DATE: June 2, 2016

TO: E. Todd Clark, City Manager

FROM: Serina T. Hinson, Finance Director

CONSIDERATION OF: Budget Ordinance Amendment for FY 2016 Payroll Accrual.

Approved for Council Consideration

Background:

As part of the City's fiscal year end process, it is necessary to accrue salaries and related benefits based on actual payroll incurred through June 30, but paid in July (subsequent fiscal year). For Fiscal Year 2016, we will accrue payroll and related benefits incurred the week of June 18 through June 24 which will be paid July 1, 2016 and June 25 – June 30 which will be paid July 8, 2016. The accrual merely recognizes the expenditure in the proper year. The accrual does not result in additional funds from the City; however, a budget ordinance amendment is necessary to accommodate the accrual.

ACTION SUGGESTED:

Motion to approve the attached Budget Ordinance Amendment to recognize accrued payroll and related benefits incurred through June 30.

ORDINANCE #2016-13

AN ORDINANCE TO AMEND REVENUES AND EXPENDITURES FOR
FISCAL YEAR 2015-2016 FOR THE CITY OF NEWTON

WHEREAS, the City Council of the City of Newton have adopted a Budget Ordinance for fiscal year beginning July 1, 2015, and ending June 30, 2016, in accordance with the General Statutes of the State of North Carolina, and

WHEREAS, the City Council desires to approve \$36,350 for accrual of salaries and related benefits, and

WHEREAS, the City Council desires to utilize fund balance and to authorize the related expenditure appropriation for the accrual of salaries and related benefits.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NEWTON, NORTH CAROLINA, THAT:

THE FOLLOWING SOURCE OF REVENUE AND APPROPRIATION ARE HEREBY APPROVED.

General Fund Revenues

Fund Balance Appropriated	11.0000.3990	\$	27,400
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General Fund Appropriations

Salaries & Wages - Regular	11.4120.4210	\$	2,050
FICA	11.4120.4810	\$	150
Medicare	11.4120.4815	\$	50
Retirement Contribution	11.4120.4820	\$	150
Salaries & Wages - Regular	11.4130.4210	\$	2,450
FICA	11.4130.4810	\$	200
Medicare	11.4130.4815	\$	50
Retirement Contribution	11.4130.4820	\$	200
Salaries & Wages - Regular	11.4131.4210	\$	700
FICA	11.4131.4810	\$	50
Medicare	11.4131.4815	\$	50
Retirement Contribution	11.4131.4820	\$	50
Salaries & Wages - Regular	11.4132.4210	\$	250
FICA	11.4132.4810	\$	50
Medicare	11.4132.4815	\$	50
Retirement Contribution	11.4132.4820	\$	50
Salaries & Wages - Regular	11.4140.4210	\$	950
FICA	11.4140.4810	\$	100
Medicare	11.4140.4815	\$	50
Retirement Contribution	11.4140.4820	\$	100
Salaries & Wages - Regular	11.4250.4210	\$	1,000
FICA	11.4250.4810	\$	100

Medicare	11.4250.4815	\$	50
Retirement Contribution	11.4250.4820	\$	100
Salaries & Wages - Regular	11.4251.4210	\$	800
FICA	11.4251.4810	\$	50
Medicare	11.4251.4815	\$	50
Retirement Contribution	11.4251.4820	\$	100
Salaries & Wages - Regular	11.4252.4210	\$	500
FICA	11.4252.4810	\$	50
Medicare	11.4252.4815	\$	50
Retirement Contribution	11.4252.4820	\$	50
Salaries & Wages - Regular	11.4254.4210	\$	3,550
FICA	11.4254.4810	\$	250
Medicare	11.4254.4815	\$	100
Retirement Contribution	11.4254.4820	\$	300
Salaries & Wages - Regular	11.4311.4210	\$	450
Salaries & Wages - Part Time	11.4311.4230	\$	350
FICA	11.4311.4810	\$	100
Medicare	11.4311.4815	\$	100
Retirement Contribution	11.4311.4820	\$	100
Salaries & Wages - Regular	11.4340.4210	\$	2,800
FICA	11.4340.4810	\$	200
Medicare	11.4340.4815	\$	50
Retirement Contribution	11.4340.4820	\$	200
Salaries & Wages - Regular	11.4910.4210	\$	2,950
FICA	11.4910.4810	\$	200
Medicare	11.4910.4815	\$	50
Retirement Contribution	11.4910.4820	\$	250
Salaries & Wages - Regular	11.6120.4210	\$	2,250
FICA	11.6120.4810	\$	150
Medicare	11.6120.4815	\$	50
Retirement Contribution	11.6120.4820	\$	200
Salaries & Wages - Part Time	11.6121.4230	\$	450
FICA	11.6121.4810	\$	50
Medicare	11.6121.4815	\$	50
Retirement Contribution	11.6121.4820	\$	50
Salaries & Wages - Part Time	11.6122.4230	\$	450
FICA	11.6122.4810	\$	50
Medicare	11.6122.4815	\$	50
Salaries & Wages - Part Time	11.6123.4230	\$	50
FICA	11.6123.4810	\$	50
Medicare	11.6123.4815	\$	50
Salaries & Wages - Regular	11.6135.4210	\$	650
FICA	11.6135.4810	\$	50
Medicare	11.6135.4815	\$	50
Retirement Contribution	11.6135.4820	\$	50

Powell Bill Fund Revenues

Fund Balance - Powell Bill Appr.	13.0000.3992	\$	700
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Powell Bill Fund Appropriations

Salaries & Wages - Regular	13.4253.4210	\$	550
FICA	13.4253.4810	\$	50
Medicare	13.4253.4815	\$	50
Retirement Contribution	13.4253.4820	\$	50

Water/Wastewater Fund Revenues

Fund Equity Appropriated	61.0000.3995	\$	3,350
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Water/Wastewater Fund Appropriations

Salaries & Wages - Regular	61.7100.4210	\$	2,700
FICA	61.7100.4810	\$	200
Medicare	61.7100.4815	\$	50
Retirement Contribution	61.7100.4820	\$	200
Salaries & Wages - Regular	61.7130.4210	\$	50
FICA	61.7130.4810	\$	50
Medicare	61.7130.4815	\$	50
Retirement Contribution	61.7130.4820	\$	50

Electric Fund Revenues

Fund Equity Appropriated	63.0000.3995	\$	4,900
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Electric Fund Appropriations

Salaries & Wages - Regular	63.7201.4210	\$	4,200
FICA	63.7201.4810	\$	300
Medicare	63.7201.4815	\$	100
Retirement Contribution	63.7201.4820	\$	300

Adopted this 7th day of June, 2016.

Anne P. Stedman, Mayor

Attest:

Amy S. Falowski, City Clerk



**CITY OF NEWTON
REQUEST FOR COUNCIL ACTION**

DATE: June 2, 2016

TO: Todd Clark, City Manger

FROM: Dusty Wentz, Public Works and Utilities Director

CONSIDERATION OF: Scrap Pole Donation to Avalon Farms

Approved for Council Consideration

Background:

Kimberly Clarke, manager of Avalon Farms, approached staff on May 25, 2016, concerning a scrap electric pole donation to her charitable farm. Avalon Farms works with disenfranchised and neglected children, introducing them to horses and other animal husbandry as an enrichment method. The farm is currently expanding operations, including construction of new fencing and a pole barn for horse boarding.

Construction of the fence and barn will be completed utilizing scrap utility poles. The farm needs approximately 40 six-foot poles and 10 15-foot poles for the construction. This totals 345 feet, a \$172.50 value at the proposed rate listed on the Fees and Charges form. Ms. Clarke has already purchased some of these poles in order to continue construction.

City Staff has Avalon Farm's determination letter on file. The charity is registered as a 501(c)(3) organization, and has a webpage at www.healingwithhorses.com.

The attached council resolution is required by NC GS Article 12 160A-280. The required five day notice was posted by staff.

Recommendation:

Staff requests Council consider approving donation of approximately 345 feet of scrap utility poles to Avalon Farms.

RESOLUTION 7-2016
AUTHORIZING DONATION OF SURPLUS PROPERTY TO
Swargabhoomi-Heaven on Earth, Inc., d/b/a/ AVALON

WHEREAS, the City of Newton owns scrap poles, previously used as electrical poles, which are surplus to the needs of the city; and

WHEREAS, G.S. 160A-280 permits the city, upon such terms and conditions as it deems wise, with or without consideration, to make a donation to nonprofits of personal property; and

WHEREAS, Swargabhoomi-Heaven on Earth, Inc., d/b/a AVALON is a nonprofit unit in need of such equipment for the building of a fence and pole barn used in their work which includes nature outdoor programs with animals designed for children adversely impacted by negative societal influences; and

WHEREAS, the City desires to donate said personal property, as is, to Swargabhoomi-Heaven on Earth, Inc., d/b/a AVALON for its use with said children;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Newton that the city shall donate approximately 390' of pole, as is, without warranty or representation of condition, to Swargabhoomi-Heaven on Earth, Inc., d/b/a AVALON.

Adopted this 7th day of June, 2016

Anne P. Stedman, Mayor

Amy S. Falowski, City Clerk



NOTICE OF PROPOSAL TO DONATE SURPLUS PROPERTY
CITY OF NEWTON

The City of Newton City Council will consider the donation of surplus property to a nonprofit, per GS 160A-280, at the Regular Meeting of June 7, 2016 at 7:00 p.m. Any person that would like to speak concerning this matter may do so at this time.

By order of the Newton City Council

Amy S. Falowski, City Clerk
PO Box 550
401 North Main Avenue
Newton, NC 28650

Publish June 1, 2016

PROCLAMATION

NATIONAL FLAG DAY JUNE 14, 2016 ANNUAL PAUSE FOR THE PLEDGE OF ALLEGIANCE TO THE FLAG

WHEREAS, by Act of Congress of the United States dated June 14, 1777, the first official Flag of the United States was adopted; and

WHEREAS, by Act of Congress dated August 3, 1949, June 14 of each year was designated "NATIONAL FLAG DAY;" and

WHEREAS, the Congress has requested the President to issue annually a proclamation designating the week in which June 14 occurs as NATIONAL FLAG WEEK; and

WHEREAS, on December 8, 1982 the National Flag Day Foundation was chartered to conduct educational programs and to encourage all Americans to PAUSE FOR THE PLEDGE OF ALLEGIANCE on Flag Day, June 14; and

WHEREAS, as by Act of Congress, dated June 20, 1985, Public Law 99-54 was passed to have the PAUSE FOR THE PLEDGE OF ALLEGIANCE as part of the celebration of National Flag Day throughout the nation; and

WHEREAS, Flag Day celebrates our nation's symbol of unity, a democracy in a republic, and stands for our country's devotion to freedom, to the rule of all, and to equal rights for all; and

NOW, THEREFORE, I, Anne P. Stedman, Mayor for the City of Newton, do hereby proclaim, Tuesday, June 14, 2016 as Flag Day in the City of Newton and urge all citizens of Newton to pause at 7:00 p.m. on this date for the annual NATIONAL PAUSE FOR THE PLEDGE OF ALLEGIANCE TO THE FLAG and join all Americans in reciting the Pledge of Allegiance to our Flag and Nation.

Adopted the 7th day of June, 2016

Anne P. Stedman, Mayor

Amy S. Falowski, City Clerk



**CITY OF NEWTON
REQUEST FOR COUNCIL ACTION**

DATE: June 1, 2016

TO: Todd Clark, City Manger

FROM: Dusty Wentz, Public Works and Utilities Director

CONSIDERATION OF: Acceptance of the Area wide Optimization Program (AWOP) Award for 2016

Approved for Council Consideration

Background:

The City of Newton Water Treatment Plant received the Area Wide Optimization Program (AWOP) Award. This award is supported by the NC Division of Environment and Natural Resources and Region 4 of the United States Environmental Protection Agency. The award was presented by the Mooresville Regional Office of the North Carolina Department of Environment and Natural Resources - Water Supply Section. The goal of the AWOP program is to reduce the potential for bacteria in the water supply by meeting exceptional treatment criteria and producing water that meets a higher standard.

Of the 152 water plants operating in North Carolina, only 56 achieved the higher standard goals of the AWOP program. Mr. Hahn also notes “very few water plants in the State can say they have met these goals for 13 years in a row.” City of Newton has received the AWOP award every year since the program’s inception in 2002. Only Marion has received as many AWOP awards.

Receiving this award demonstrates the experience and the professional skill that the City of Newton Water Treatment Plant staff exhibit in the operation of the City plant.

Action Suggested:

It is recommended that the City Council accept the AWOP Award.

2017 Recommended Budget Ordinance

ORDINANCE # 2016-14

**AN ORDINANCE ESTABLISHING REVENUES AND AUTHORIZING EXPENDITURES
FOR FISCAL YEAR 2016-2017 FOR THE CITY OF NEWTON**

WHEREAS, the City Council of the City of Newton has prepared an operating budget for the City of Newton in compliance with Article 3, Chapter 159-7 of the General Statutes of the State of North Carolina, otherwise titled the "Local government and Fiscal Control Act"; and

WHEREAS, after holding public hearing on said budget on June 7, 2016 and receiving public comment, it is now the desire of the Mayor and City Council to adopt said budget;

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF NEWTON that:

Section 1. The following revenues are hereby established for the operation of the City of Newton and its activities for Fiscal Year 2016-2017.

General Fund Revenues

Ad Valorem Taxes	\$ 5,424,400
Penalties and Interest	50,000
Rural District Fire Tax	444,000
Local Option Sales Taxes	3,156,350
Utilities Sales Tax	985,000
Payment in Lieu of Taxes	472,000
Federal Grants	2,250
Beer and Wine	67,150
Solid Waste Disposal Tax	8,300
Licenses	400
Cable Franchise	78,000
County Landfill Tipping Fees	311,200
Refuse Collection	549,450
Cardboard and White Good Fees	3,100
Planning and Zoning Fees	7,000
Cemetery Fees	11,000
Recreation Fees and Concessions	68,500
Court Cost Fees	5,000
Fire Inspection Fees	40,000
Other Sales and Services	16,000
Sale of Surplus Assets	25,000
Other Miscellaneous	125,950
Investment Income	16,250
Proceeds from Borrowing	315,300
Fund Balance Appropriated	426,400
Sub-total	<u>\$ 12,608,000</u>

Powell Bill Fund Revenues

Powell Bill	\$ 399,600
Investment Income	650
Fund Balance Appropriated	0
Sub-total	<u>\$ 400,250</u>

Emergency Telephone System Revenues

E911 Revenues	\$ 15,750
Investment Income	50
Sub-total	<u>\$ 15,800</u>

Water & Wastewater Fund Revenues

Charges for Service - Water	\$ 3,559,650
Charges for Service - Wastewater	2,859,450
Other Operating Revenues	423,550
Investment Income	1,750
Other Financing Sources	568,500
Sub-total	<u>\$ 7,412,900</u>

Electric Fund Revenues

Electric Sales	\$ 15,034,900
Other Operating Revenue	518,450
Electric Sales Tax	765,000
Investment Income	4,200
Other Financing Sources	231,000
Sub-total	<u>\$ 16,553,550</u>

Health Insurance Fund Revenues

Investment Income	\$ 2,000
Contributions	1,655,250
Subtotal	<u>\$ 1,657,250</u>

TOTAL REVENUES \$ 38,647,750

Section 2. That the following appropriation totals are hereby authorized for the City of Newton and its activities for Fiscal Year 2016-2017.

General Fund Appropriations

Governing Board	\$ 23,150
Administration	473,750
Finance	95,400
Purchasing/Warehouse	14,750
Information Systems	153,150
Human Resources	262,350
Human Resources - Post-Retirement	129,900
Public Works Administration	73,200
Public Works Garage	122,000
Public Works Street & Drainage	933,200
Public Works Sanitation	1,191,050
Municipal Buildings	237,650
Police	3,232,950
Police - Civilians	497,650
Fire	2,797,550
Planning	398,250
Parking Lots	67,750
Parks & Recreation - Administration	757,850
Parks & Recreation - Central Recreation Center	70,700
Parks & Recreation - Parks	356,300
Parks & Recreation - Pool	86,800
Parks & Recreation - Cemeteries	266,200
Special Appropriations	366,450
Sub-total	<u>\$ 12,608,000</u>

Powell Bill Fund Appropriations

Public Works Powell Bill	<u>\$ 400,250</u>
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Emergency Telephone System Appropriations

Public Safety Emergency Telephone System	<u>\$ 15,800</u>
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Water & Wastewater Fund Appropriations

Special Appropriations	\$ 1,390,600
Public Utilities Water & Wastewater Operations	3,339,050
Public Utilities Water Filtration Plant	1,114,900
Public Utilities Wastewater Treatment Plant	1,556,300
Other Appropriations	12,050
Sub-total	<u>\$ 7,412,900</u>

Electric Fund Appropriations

Special Appropriations	\$ 938,800
Public Utilities Electric Power Costs	11,796,800
Public Utilities Electric Operations	3,480,750
Other Appropriations	337,200
Sub-total	<u>\$ 16,553,550</u>

Health Insurance Fund Appropriations

Premium and Benefits paid	<u>\$ 1,657,250</u>
TOTAL APPROPRIATIONS	<u><u>\$ 38,647,750</u></u>

Section 3. There is hereby levied a tax at the rate of \$.54 per one hundred (100) valuation of property as listed as of January 1, 2016 for the purpose of raising the revenue listed as "Ad Valorem Taxes" in the General Fund revenues of this ordinance. This rate is based on an estimated total valuation of property (real and motor vehicle) for the purpose of taxation of \$1,025,247,511 and an estimated collection rate of 97.59%.

Section 4. That water and sewer rates be increased by 5% and electric rates be increased by 1% for residential, commercial, coincident peak and industrial customers. That all fees and charges shall be adopted per the approved rate schedule. Any change in the Consumer Price Index shall be considered annually.

Section 5. The City Manager, as budget officer, is hereby authorized to continue making budget amendments, transfers and other changes as authorized in resolution #79.7, adopted April 3, 1979.

Section 6. Appropriations are authorized by department totals. The Finance Director is authorized to reallocate departmental appropriations among line item objects of expenditures and revenues as necessary during the budget year. The City Manager is authorized to reallocate appropriations among the various departmental totals of expenditure within the General Fund, Water & Wastewater Fund, and Electric Fund as allowed by North Carolina General Statute 159-15.

Section 7. In accordance with North Carolina General Statute 143-129 the City Manager is hereby authorized to approve and award contracts for the purchase of apparatus, supplies, materials, or equipment up to \$100,000 subject to the conditions and limitation contained therein.

Section 8. Copies of this ordinance shall be filed with the Finance Director of the City of Newton, to be kept by him/her for their direction in the disbursement of City funds.

Section 9. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 10. That the City Manager, as chief administrative officer and as budget officer, shall be authorized to carry out the activities as approved in this adopted annual budget in accordance with all applicable state and local laws, ordinances and regulations.

Adopted this the 7th day of June, 2016.

Anne P. Stedman, Mayor

Attest:

Amy S. Falowski, City Clerk



**CITY OF NEWTON
REQUEST FOR COUNCIL ACTION**

DATE: June 2, 2015

TO: Mayor and City Council

FROM: Todd Clark, City Manager

CONSIDERATION OF: Real Estate Purchase – 24 S. College Avenue

Approved for Council Consideration

Background:

The City Council adopted a Strategic Growth Plan in June of 2015 which identified the need to develop additional public parking in the downtown core business district (Policy Action 2.1.2). City staff has worked to identify opportunities to create more parking and also enhance the appearance of existing lots.

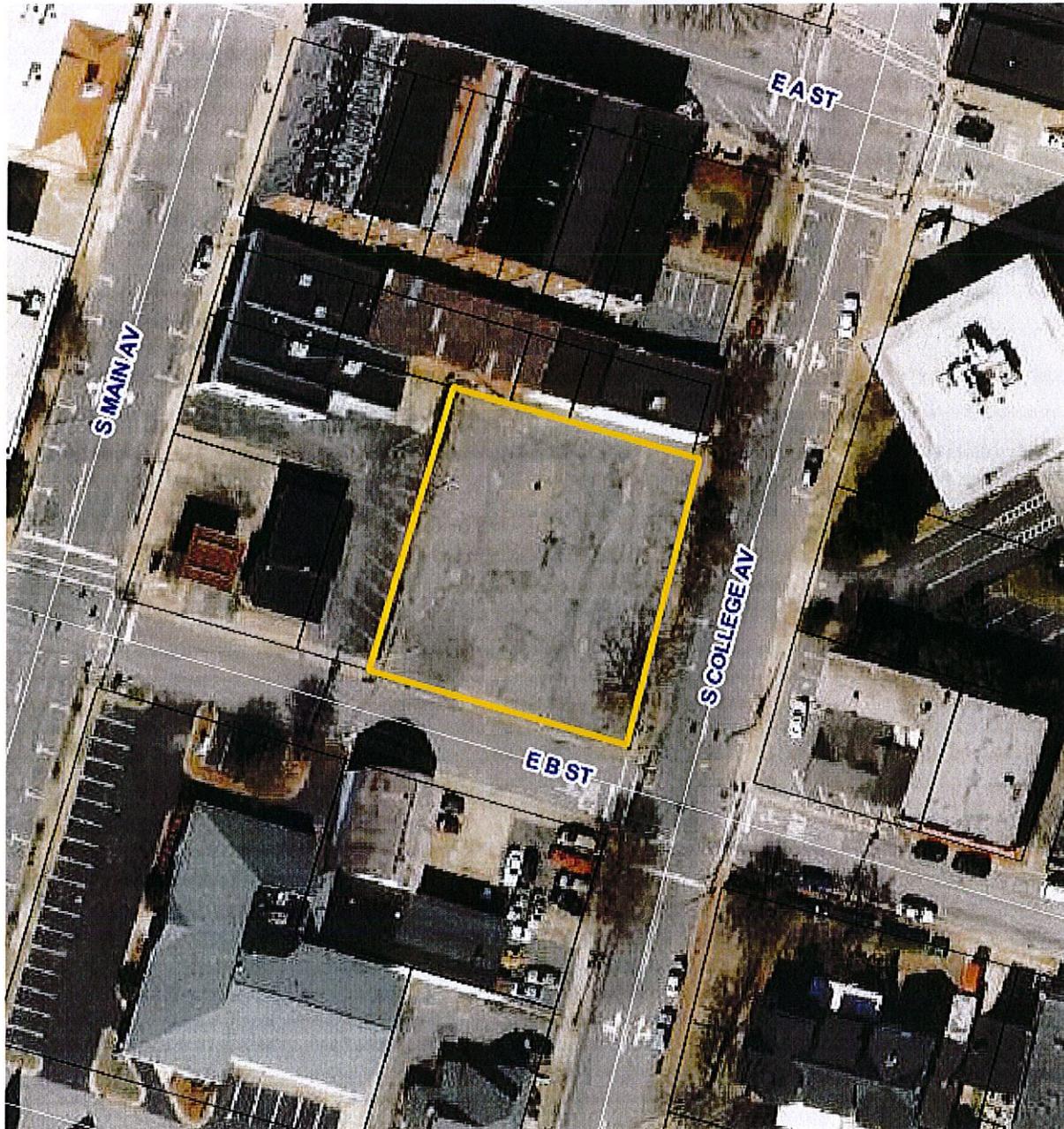
The City staff has identified an established parking lot located at 24 S. College Avenue as a potential location for a municipal parking lot. The present condition of the lot is considered to be poor however and various improvements will be needed including the complete removal of the existing asphalt surface, installation of a new rock base, overlay of asphalt, installation of storm drains and vegetation to enhance the appearance of the property. The City staff included funding within the proposed FY 2017 budget for parking lot improvements, which could be used to make some or all of the improvements listed above.

The present assessed tax value of the property is \$63,500. Mr. Dellinger is seeking \$65,000 for the property which is \$5,000 less than he paid for the property in 1987. If City Council desires to purchase the property, the staff recommends utilizing savings recognized in the current operating budget that were originally appropriated for expenses related to a bond referendum (\$40,000 for bond rating agency expenses and \$25,000 for legal expenses).

Recommendation:

The purchase of the property by the City ensures its future use will be under the City's control and that it will be used for public parking until otherwise determined by the Council.

The recommendation of the staff is to purchase this parcel of land located at 24 S. College Avenue and further identified by Catawba County, NC Geospatial Information Services, as parcel identification number 373016939297 for the amount of \$65,000.



1in=75ft

Parcel: 373016939297, 24 S COLLEGE AV NEWTON, 28658

Owners: DELLINGER ROBERT WAYNE, null

Owner Address: PO BOX 768

Values - Building(s): \$10,100, Land: \$53,400, Total: \$63,500

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CITY OF NEWTON REQUEST FOR COUNCIL ACTION

DATE: June 2, 2015

TO: Mayor and City Council

FROM: Todd Clark, City Manager

CONSIDERATION OF: Real Estate Purchase – 201 N Main Avenue

Approved for Council Consideration

Background:

The City Council adopted a Strategic Growth Plan in June of 2015 which identified the need to develop additional public parking in the downtown core business district (Policy Action 2.1.2). City staff has worked to identify opportunities to create more parking and also enhance the appearance of existing lots.

Currently, the City leases a parking lot located at 201 N. Main Avenue from the Newton Merchants Association (designated as the “Red Lot”) at an annual cost of \$3,553.48. This includes a monthly lease rate of \$250 plus \$553.48 for annual property taxes. There are twenty-six total spaces located within the Red Lot and thirteen are presently leased by the City to various individuals.

The condition of the Red Lot is in fair condition but improvements will likely be necessary within the next 3 years as determined by staff, if not sooner. Randy Williams has prepared a site plan for this lot which includes a variety of new improvements including pavement overlay, striping, landscaping and drainage. Funding however, has not been included in the FY 2017 budget for any of the improvement listed above.

The present assessed tax value of the property is \$47,700. The purchase price of \$30,000 has been negotiated with Mr. Wayne Dellinger, a representative of the Newton Merchants Association, and all closing documents have been prepared by the City Attorney should the City Council decide to purchase the property. Additionally, the City Council will need to appropriate \$31,100 from the General Fund Balance in order to complete the sale of this property.

Recommendation:

The purchase of the property by the City ensures its future use will be under the City’s control and that it will continue to be used for public parking until otherwise determined by the Council.

The recommendation of the staff is to purchase this parcel of land located at 201 N. Main Avenue and further identified by Catawba County, NC Geospatial Information Services, as parcel identification number 374013041166 for the amount of \$30,000. The staff also recommends City Council adopt the attached Budget Ordinance appropriating \$31,100 from the General Fund Balance to complete the land transaction.



1in=75ft

Parcel: 374013041166, 201 N MAIN AV NEWTON, 28658

Owners: NEWTON MERCHANTS ASSOCIATION, null

Owner Address: 19 E A ST

Values - Building(s): \$11,100, Land: \$36,600, Total: \$47,700

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ORDINANCE # 2016-15

**AN ORDINANCE TO AMEND REVENUES AND EXPENDITURES
FOR FISCAL YEAR 2015-2016 FOR THE CITY OF NEWTON**

WHEREAS, the City Council of the City of Newton have adopted a Budget Ordinance for fiscal year beginning July 1, 2015, and ending June 30, 2016, in accordance with the General Statutes of the State of North Carolina; and

WHEREAS, the City Council adopted a Strategic Growth Plan in June 2015 which identified the need to develop additional parking in the downtown core business district. City staff has worked to identify opportunities to create more parking and enhance the appearance of existing lots; and

WHEREAS, the City staff has identified a parking lot located at 201 N. Main Avenue. The City currently leases this parking lot from the Newton Merchants Association at an annual cost of \$3,553.48 (\$250 monthly plus \$553.48 for annual property taxes). The present assessed tax value of the property is \$47,700 with a purchase price of \$30,000. Closing costs related to the purchase of this lot is estimated at \$1,051 which will cover full title search, preparation of settlement statement, conducting closing, title insurance, recording fee, and one-half the fee of the preparation of the sales contract; and

WHEREAS, the City Council desires to utilize fund balance to authorize the related expenditure appropriation for the purchase of the parking lots located at 201 N. Main Avenue and the related closing costs.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NEWTON, NORTH CAROLINA, THAT:

THE FOLLOWING SOURCE OF REVENUE AND APPROPRIATION ARE HEREBY APPROVED.

General Fund Revenues		
Fund Balance Appropriated	11-0000.3990	\$ 31,100
General Fund Appropriations		
Capital Outlay – Land/Land Improvements	11-4921.8700	\$ 31,100

Adopted this 7th day of June, 2016.

Anne P. Stedman, Mayor

Attest:

Amy S. Falowski, City Clerk



CITY OF NEWTON REQUEST FOR COUNCIL ACTION

DATE: June 2, 2016

TO: Todd Clark, City Manger

FROM: Dusty Wentz, Public Works and Utilities Director

CONSIDERATION OF: Asset Inventory and Assessment Grant Resolution

Approved for Council Consideration

Background:

The City engaged Wooten Engineering to submit two Asset Inventory and Assessment (AIA) grants for State funding. One is for the water system and one is for the sewer system. These grants will help fund technical assistance by Wooten on both projects. Both grants were submitted to the State in late May.

The water grant is for providing assistance with determining what assets are in place and the condition of those assets in the downtown area. The project will include above ground locating and use of ground-penetrating radar to determine the exact location of the utilities. The project will also include a review of old plans and information both at the Public Works office and the State office in order to determine pipe material type and approximate age. Such information will be vital to correctly scoping infrastructure replacement projects as part of the downtown streetscape project.

The sewer grant is for providing assistance with determining the cause of flow spikes at the wastewater treatment plant, as well as the cause of sanitary sewer overflows, during rain events. This project will focus on the middle section (from east to west) of the City's gravity collection system, which includes South Newton, downtown and part of North Newton. The project will help determine points of inflow and infiltration (I&I) as well as current pipe conditions, and provide a recommendation on priority of replacement.

Both grants are capped at \$150,000 each, and the City's responsibility will be determined during the application review process. The match could range from 10 percent to 50 percent of the final cost of the project.

Once selection is determined, the State will assist Wooten and the City with determining the scope of the project, and Wooten will provide a final cost estimate.

Staff intends to leverage any projects that are recommended as a result of this investigative work during the application process this fall. These grant applications this fall will determine how proceeds from the utility bond approved by state voters this year will be allocated.

The attached resolutions are required as part of the grant application process. Due to the short response time for authoring and submitting grant applications, the state is allowing applicants to submit council resolutions after the application deadline.

Recommendation:

Staff requests Council consider the attached resolutions and approve execution to complete the application process.

**RESOLUTION 8-2016
CITY OF NEWTON**

- WHEREAS, The Federal Clean Water Act Amendments of 1987 and the North Carolina the Water Infrastructure Act of 2005 (NCGS 159G) have authorized the making of loans and grants to aid eligible units of government in financing the cost of a drinking water distribution system, and
- WHEREAS, The City of Newton has need for and intends to implement a **water distribution system** project described as an asset inventory and assessment project, and
- WHEREAS, The City of Newton intends to request state grant assistance for the project,

NOW THEREFORE BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF NEWTON:

That The City of Newton, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State grant award.

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

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

That E. Todd Clark, City Manager, the **Authorized Official**, and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a grant to aid in the construction of the project described above.

That the **Authorized Official**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this 7TH day of June, 2016

Anne P. Stedman, Mayor



**RESOLUTION 9-2016
CITY OF NEWTON**

- WHEREAS, The Federal Clean Water Act Amendments of 1987 and the North Carolina the Water Infrastructure Act of 2005 (NCGS 159G) have authorized the making of loans and grants to aid eligible units of government in financing the cost of a wastewater collection system project, and
- WHEREAS, The City of Newton has need for and intends to implement a **wastewater collection system** project described as an asset inventory and assessment project, and
- WHEREAS, The City of Newton intends to request state grant assistance for the project,

NOW THEREFORE BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF NEWTON:

That The City of Newton, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State grant award.

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

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

That E. Todd Clark, City Manager, the **Authorized Official**, and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a grant to aid in the construction of the project described above.

That the **Authorized Official**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.

That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this 7TH day of June 2016

Anne P. Stedman, Mayor



CERTIFICATION BY RECORDING OFFICER

The undersigned duly qualified and acting City Clerk of the City of Newton does hereby certify: That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the City Council of The City of Newton duly held on the _____ day of _____, 20____; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office. IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of _____, 20____.

Amy S. Falowski, City Clerk