



Town of Archer Lodge

AGENDA

Special Meeting for the Purposes of: **Items 2.a. through 2.e. on the Agenda below**

Monday, June 17, 2019 @ 6:30 PM
Jeffrey D. Barnes Council Chambers

Page

1. WELCOME/CALL TO ORDER:

- 1.a. Invocation
- 1.b. Pledge of Allegiance

2. DISCUSSION AND POSSIBLE ACTION ITEMS:

- 2 - 4 2.a. Discussion and Presentation of Interim Financial Reports for Month ending May 31, 2019
[MAY 2019 - ALL FUNDS](#)
[YTD COMP 05.31.19](#)
- 5 - 6 2.b. Discussion and Consideration of Adopting the Annual Budget Ordinance for Fiscal Year ending June 30, 2020
[ANNUAL BUDGET ORDINANCE FOR FISCAL YEAR ENDING JUNE 30, 2020](#)
- 7 - 8 2.c. Discussion and Consideration of Approving a Budget Amendment for the newly established Public Safety Reserve Fund 32 (BA 2019 06)
[BA 2019 06](#)
[AL2019-06-1 Ordinance Establishing a Public Safety Reserve Fund](#)
- 2.d. Discussion of a Nuisance Ordinance
- 2.e. Discussion of the Town's 10th Year Anniversary Celebration/Event(s)

3. ADJOURNMENT:

MAY 31, 2019



TOWN OF ARCHER LODGE FINANCIAL SUMMARY REPORT FOR MONTH ENDING MAY 31, 2019

GENERAL FUND 10				
<i>REVENUES</i>	ADMENDED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % COLLECTED
AD-VALOREM & MOTOR VEHICLE TAXES	670,805.00	14,812.61	665,030.40	99.14%
SALES TAXES	197,010.00	14,838.13	144,514.39	73.35%
FRANCHISE TAXES	155,000.00	0.00	79,732.42	51.44%
ALCOHOL BEV TAXES/JO CO ABC DIST	45,000.00	33,326.91	50,679.88	112.62%
PERMITS AND FEES	7,200.00	1,830.00	7,405.00	102.85%
FEE IN LIEU OF RECREATION	10,000.00	0.00	0.00	0.00%
PEG CHANNEL SUPPORT	52,000.00	0.00	27,027.04	51.98%
MISCELLANEOUS REVENUES	50.00	(0.01)	25.02	50.04%
INVESTMENT EARNINGS	23,000.00	2,371.51	22,853.79	99.36%
PARK LAND GRANTS-NCDNCR	100,000.00	0.00	100,000.00	100.00%
TRANSFER IN FROM CAP RES FUND	25,000.00	0.00	0.00	0.00%
TRANSFER IN FROM PARK RES FUND	202,049.00	0.00	202,049.00	100.00%
FUND BALANCE APPROPRIATION	23,245.00	0.00	0.00	0.00%
TOTALS	1,510,359.00	67,179.15	1,299,316.94	86.03%
<i>EXPENDITURES</i>	AMENDED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % SPENT
GOVERNING BODY	40,320.00	398.03	23,778.88	58.98%
ADMINISTRATION	255,580.00	24,078.74	203,743.46	79.72%
JO CO TAX COLLECTION FEES	19,000.00	460.30	17,335.38	91.24%
LEGAL	15,000.00	1,155.00	9,487.50	63.25%
PROPERTY TAXES	100.00	0.00	89.36	89.36%
PUBLIC BUILDINGS	54,490.00	2,531.88	43,869.67	80.51%
PEG MEDIA PARTNERS	52,000.00	0.00	27,027.04	51.98%
PUBLIC SAFETY	297,500.00	6,469.40	263,411.65	88.54%
TRANSPORTATION-PUBLIC WORKS	53,500.00	465.09	16,646.42	31.11%
PLANNING & ZONING	98,925.00	8,020.31	82,363.91	83.26%
CULTURAL & RECREATION	304,250.00	6,346.00	297,710.00	97.85%
DEBT SERVICES	48,694.00	0.00	48,685.73	99.98%
TRANSFER TO CAP RESERVE	25,000.00	0.00	25,000.00	100.00%
TRANSFER TO PARK RESERVE	201,000.00	1,957.66	187,698.59	93.38%
TRANSFER TO TOWN HALL EXPANSION	45,000.00	0.00	2,587.80	0.06%
TOTALS	1,510,359.00	51,882.41	1,249,435.39	82.72%
Y-T-D GENERAL FUND INCREASE (DECREASE)		15,296.74	49,881.55	

MAY 31, 2019

CAPITAL RESERVE FUND 30

REVENUES	AMENDED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % COLLECTED
INVESTMENT EARNINGS	9,000.00	875.06	8,613.48	95.71%
TRANSFER FROM GEN FUND 10	25,000.00	0.00	25,000.00	100.00%
FUND BALANCE APPROPRIATED	0.00	0.00	0.00	#DIV/0!
TOTALS	34,000.00	875.06	33,613.48	98.86%

EXPENDITURES	AMENDED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % SPENT
TRANSFER TO GEN FUND 10	34,000.00	0.00	0.00	0.00%
TOTALS	34,000.00	0.00	0.00	0.00%
Y-T-D CAP RESERVE FUND INCREASE (DECREASE)		875.06	33,613.48	

PARK RESERVE FUND 31

REVENUES	AMENDED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % COLLECTED
INVESTMENT EARNINGS	4,500.00	491.37	3,894.85	86.55%
TRANSFER FROM GEN FUND 10	201,000.00	1,957.66	187,698.59	93.38%
FUND BALANCE APPROPRIATED	202,049.00	0.00	0.00	0.00%
TOTALS	407,549.00	2,449.03	191,593.44	47.01%

EXPENDITURES	AMENDED BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % SPENT
RECREATION DEVELOPMENT	205,500.00	0.00	0.00	0.00%
TRANSFER TO GEN FUND 10	202,049.00	0.00	202,049.00	100.00%
TOTALS	407,549.00	0.00	202,049.00	49.58%
Y-T-D PARK RESERVE FUND INCREASE (DECREASE)		2,449.03	(10,455.56)	

TOWN HALL EXPANSION PROJECT FUND 40

REVENUES	BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % COLLECTED
PROCEEDS OF INSTALLMENT LOAN	405,000.00	0.00	405,000.00	100.00%
TRANSFER FROM GEN FUND 10	45,000.00	0.00	2,587.80	5.75%
TOTALS	450,000.00	0.00	407,587.80	90.58%

EXPENDITURES	BUDGET	MONTH ACTIVITY	ACTUAL TO DATE	Y-T-D % SPENT
CONTRACTED SERVICES	420,000.00	2,243.50	374,738.78	89.22%
SMALL EQUIPMENT & FURNISHINGS	30,000.00	5,194.12	29,134.07	97.11%
TRANSFER TO GEN FUND 10	0.00	0.00	0.00	#DIV/0!
TOTALS	450,000.00	7,437.62	403,872.85	89.75%
Y-T-D EXPAN PROJECT FUND INCREASE(DECREASE)		(7,437.62)	3,714.95	



Kim P. Batten

FINANCE OFFICER



Michael A. Gordon

TOWN ADMINISTRATOR



**TOWN OF ARCHER LODGE
FINANCIAL SUMMARY REPORT
FISCAL YEAR COMPARISON FOR
PERIOD ENDING MAY 31ST**

GENERAL FUND				
<i>REVENUES</i>		May-19	May-18	DIFFERENCE
	AD-VAL & MOTOR VEHICLE TAXES	665,030.00	581,026.00	84,004.00
	SALES TAXES	144,514.00	126,015.00	18,499.00
	FRANCHISE TAXES	79,733.00	76,640.00	3,093.00
	ALCOHOL BEV TAXES/JO CO ABC DIST	50,680.00	46,945.00	3,735.00
	PERMITS AND FEES	7,405.00	5,045.00	2,360.00
	FEE IN LIEU OF RECREATION	0.00	40,000.00	(40,000.00)
	PEG CHANNEL SUPPORT	27,027.00	27,027.00	0.00
	MISCELLANEOUS REVENUES	25.00	15.00	10.00
	INVESTMENT EARNINGS	22,854.00	11,026.00	11,828.00
	PARK LAND GRANTS-NCDNCR	100,000.00	0.00	100,000.00
	TRANSFER IN FROM CAPITAL RESERVE	0.00	0.00	0.00
	TRANSFER IN FROM PARK RESERVE	202,049.00	0.00	202,049.00
	FUND BALANCE APPROPRIATION	0.00	0.00	0.00
		1,299,317.00	913,739.00	385,578.00
<i>EXPENDITURES</i>		May-19	May-18	DIFFERENCE
	GOVERNING BODY	23,779.00	35,771.00	(11,992.00)
	ADMINISTRATION	203,743.00	175,896.00	27,847.00
	JO CO TAX COLLECTION FEES	17,335.00	15,086.00	2,249.00
	LEGAL	9,487.00	10,500.00	(1,013.00)
	PROPERTY TAXES	89.00	96.00	(7.00)
	PUBLIC BUILDINGS	43,870.00	43,046.00	824.00
	PEG MEDIA PARTNERS	27,027.00	27,027.00	0.00
	PUBLIC SAFETY	263,412.00	198,505.00	64,907.00
	TRANSPORTATION-PUBLIC WORKS	16,646.00	12,952.00	3,694.00
	PLANNING & ZONING	82,364.00	82,861.00	(497.00)
	CULTURAL & RECREATION	297,710.00	50,000.00	247,710.00
	DEBT SERVICES	48,686.00	44,700.00	3,986.00
	TRANSFER TO CAP RESERVE	25,000.00	25,000.00	0.00
	TRANSFER TO PARK RESERVE	187,699.00	123,876.00	63,823.00
	TRANSFER TO TOWN HALL EXPANS	2,588.00	0.00	2,588.00
		1,249,435.00	845,316.00	404,119.00
Y-T-D INCREASE (DECREASE)		49,882.00	68,423.00	(18,541.00)

Kim P. Batten

FINANCE OFFICER

TOWN OF ARCHER LODGE

Annual Budget Ordinance

FY 2019~2020

Pursuant to G.S. 159-8 thru G.S. 159-17, be it ordained by the Town Council of the Town of Archer Lodge that: (1) Departmental Expenditures for the Fiscal Year shall not exceed the estimated departmental totals as depicted on the following page, the total being **\$1,391,500**; and (2) Revenues for Fiscal Year 2019~2020 shall equal total Expenditures; and (3) Revenues from the Ad Valorem Property Tax shall be levied in the amount of **\$0.22 per \$100 evaluation**; and (4) Due to 2019 being a Tax Revaluation Year for Johnston County, the Revenue Neutral Tax Rate adjusted for growth would be \$0.18 for the Town of Archer Lodge and is provided for comparison purposes only.

Adopted this ____ day of June 2019

Matthew B. Mulhollem, Mayor

Teresa M. Bruton, Budget Officer

ATTEST:

Kim P. Batten, Town Clerk

Town of Archer Lodge, North Carolina
ANNUAL BUDGET ORDINANCE
For the Fiscal Year July 1, 2019 to June 30, 2020

Revenues and Expenditures

	<u>Amount</u>
<i>General Fund Revenues:</i>	
Ad-Valorem Property Taxes	\$ 812,300
State Sales Tax Distributions	181,010
Unrestricted Intergovernmental Revenues	204,000
Restricted Intergovernmental Revenues (PEG Media)	53,000
Permits and Fees	6,000
Fee in Lieu of Recreation	45,000
Investment Earnings	24,000
Miscellaneous Revenues	<u>190</u>
 Total Revenues	 <u>\$ 1,325,500</u>
<i>General Fund Expenditures:</i>	
General Government	
Governing Body	\$ 53,900
Administration	253,853
Tax Collections	23,000
Legal	13,000
Property Tax	100
Public Buildings	49,550
PEG Media Partners	53,000
Public Safety	
Law Enforcement	2,500
Animal Control	4,000
Archer Lodge Fire Department	325,000
Transporation - Public Works	
Streets	92,500
Planning and Zoning	123,860
Parks and Recreation	45,000
Debt Service	
Principal and Interest	<u>142,237</u>
 Total Expenditures	 <u>1,181,500</u>
 Revenues Over (Under) Expenditures	 <u>144,000</u>
<i>Interfund Transfers:</i>	
General Fund Balance Appropriation	-
Transfer in from Park Reserve Fund	66,000
Interfund Transfers to Cap Res Fund, Park Res Fund & Public Safety Res Fund	<u>(210,000)</u>
 Total Other Financing Sources (Uses):	 <u>(144,000)</u>
 Total Revenues Over (Under) Expenditures and Other Financing Sources (Uses)	 <u>\$ -</u>

Town of Archer Lodge

Fiscal Year Ending

06/30/19

Budget Amendment

BA 2019 06

Date

17-Jun-19

General Fund/Public Safety Reserve Fund

Account	Account Number	Budget	Amendment	Amended Budget
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Revenues:

Fund Balance Appropriated	10-3990-0000	23,245.00	275,000.00	298,245.00
Transfer from General Fund 10	32-3900-3910	-	300,000.00	300,000.00

Total Increase (Decrease) in Revenues**575,000.00****Expenditures:**

Transfer to Public Safety Reserve Fund 32	10-9900-0032	25,000.00	275,000.00	300,000.00
Public Safety Development	32-4300-5500	-	300,000.00	300,000.00

Total Increase (Decrease) in Expenditures**\$ 575,000.00****\$ -****Justification for Budget Amendment:**

To establish Public Safety Reserve Fund 32 and appropriate revenues and expenditures as approved in Ordinance# AL2019-06-1

Adopted this 17th day of June 2019

ATTEST:

Matthew B. Mulhollem, Mayor

Kim P. Batten, Town Clerk

Teresa M. Bruton, Budget Officer

**AN ORDINANCE ESTABLISHING A PUBLIC SAFETY RESERVE FUND FOR
THE TOWN OF ARCHER LODGE**

WHEREAS, the Town of Archer Lodge is a municipality duly organized under the laws of the State of North Carolina; and,

WHEREAS, the Town Council finds a need to establish a separate Public Safety Reserve Fund in which funds shall be accumulated for Public Safety; and,

WHEREAS, the Town Council has determined there is a need to fund the Public Safety Reserve Fund for future Public Safety demands,

**BE IT THEREFORE ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF
ARCHER LODGE AS FOLLOWS:**

- 1) The Town of Archer Lodge hereby establishes a Public Safety Reserve Fund. The monies in the Public Safety Reserve Fund shall be used solely for Public Safety expenditures. For purposes of this Ordinance, Public Safety Expenditures are intended to last more than one year. Expenditures may include real property purchases, personal property purchases, new hires and other public safety demands intended to last more than one year.
- 2) The Public Safety Reserve Fund shall be funded by transferring funds from the General Fund to the Public Safety Reserve Fund as adopted in the Annual Budget Ordinance each fiscal year.
- 3) Accordingly, the Public Safety Reserve Fund shall also include the \$275,000 appropriated in previously adopted budget ordinances from fiscal year ending June 30, 2013 through fiscal year ending June 30, 2018 which was designated for law enforcement.
- 4) This Ordinance shall be effective upon its adoption.

Duly adopted, this the 3rd day of June 2019.

TOWN OF ARCHER LODGE


Matthew B. Mulhollem, Mayor



ATTEST:


Kim P. Batten, Town Clerk