

**Agenda**  
**Board of Aldermen**  
**Town of Gibsonville**

**February 20, 2023**  
**Regular Meeting**

**Town Hall**  
**7:00 pm**

1. Public Comments
2. Approval of agenda
3. Approval of minutes
4. Black History Month Presentation – Alderman Crisp
5. Presentation of FY 2022 Town Audit & FY 2022 Housing Authority Audit
6. Sealed bid resolution – 532 564 Minneola Street property
7. Setting of public hearing – Land Development Ordinance Amendment
8. Budget Ordinance Amendment #9
9. Reports
  - a. Town Manager
  - b. Mayor
  - c. Board Members

**5. Presentation of FY 2022 Town Audit & FY 2022 Housing Authority Audit** – Craig Hopkins of Gibson & Company will present the FY 2022 Town and Housing Authority Audits.

Attachment: Audits

**6. Sealed bid resolution – 532 564 Minneola Street property** – Cappadocia Holiness Church, located at 600 W Minneola Street, has requested to buy a portion of 532 564 Minneola Street in order to preserve and retain access to graves located on the property. The board discussed this item at the January 9<sup>th</sup> meeting and requested that a minimum bid be set to cover the price paid by the town. This amount (approximately \$12,000) was conveyed to the church. The church was unable to meet the minimum bid. At the February 6<sup>th</sup> meeting, the board decided to initiate the sealed bid process without setting a minimum. This resolution will be the first step in the sealed bid process.

Attachment: Resolution Authorizing Sealed Bid Sale

**7. Setting of public hearing – Land Development Ordinance Amendment** – The Gibsonville Planning Board voted 6-0 at their February 16<sup>th</sup> meeting to amend the Gibsonville Land Development Ordinance. The amendment is to Section 4-2.1 (RS-9 Residential Single-Family District) and would remove the verbiage “**Additional standards include sidewalks required on one side of the street, street pavement width reduced to 26 feet, back-of-curb, on a 50-foot right-of-way, sufficient driveways to accommodate two cars side-by-side, and covered entry ways for all residential construction**”. The requirement of sidewalks and parking are already covered in the general portion of the ordinance. The goal of this amendment is to remove the allowance of narrower streets. The board will need to set a public hearing for the March 6<sup>th</sup> meeting.

**8. Budget Ordinance Amendment #9** – This budget ordinance amendment is needed to account for a donation to the Police Department and account for one month distribution of Library State Aid grant to the Gibsonville Public Library.

Attachment: Memo, Budget Ordinance Amendment #9

## Resolution Authorizing Sealed Bid Sale

**WHEREAS**, the Town of Gibsonville owns property at 534 564 Minneola Street, Gibsonville NC, known as Guilford County Parcel ID 102847; and

**WHEREAS**, North Carolina General Statute §160A-268 permits the town to sell real property by advertisement and sealed bid;

**NOW, THEREFORE**, the Board of Aldermen of the Town of Gibsonville resolves that:

1. The Board of Aldermen hereby authorizes the sale of the following described tract of land by sealed bid:

One 0.268-acre tract consisting of the far west portion of Guilford County Parcel ID 102847, Deed Book 8580, Page 1347, addressed 534 564 Minneola Street, Gibsonville NC 27249, belonging to the Town of Gibsonville. The parcel is approximately 36' x 272' and abuts Guilford County Parcel ID 102848 belonging to Cappadocia Holiness Church.

2. The town will accept sealed bids for the property until 2:00pm, Monday, March 27<sup>th</sup>, 2023. Bids shall be delivered to the office of the Town Manager, 129 W Main Street, Gibsonville, NC 27249.
3. At 2:00pm, Monday, March 27<sup>th</sup>, 2023, all bids received shall be opened in public and the amount of each bid recorded. The record of bids shall be reported to the Gibsonville Board of Aldermen for consideration at their regular meeting on Monday, April 3<sup>rd</sup>, 2023.
4. The Board of Aldermen will determine the highest responsible bidder for the property and will award the bid by its regular meeting on April 3<sup>rd</sup>, 2023. Bids will remain open and subject to acceptance until the Board of Aldermen awards the bid.
5. To be responsible, a bid must be accompanied by a bid deposit of five percent (5%) of the amount of the bid. A bid deposit may take the form of cash, a cashier's check, a certified check, or a surety bond. The deposit of the bidder to whom the award is made will be held until sale of the property is closed; if that bidder refuses at any time to close the sale, the deposit will be forfeited to the town. The deposits of other bidders will be returned at the time the Board of Aldermen awards the property to the highest responsible bidder.
6. In addition, to be responsible, a bidder must be current on payment of all property taxes owed to the county.
7. The town reserves the right to withdraw the property from sale at any time and the right to reject all bids.

Adopted this, the 20<sup>th</sup> day of February, 2023.

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Mayor

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Attest: Town Clerk

# Memo

**To:** Mayor Williams and Members of the Board of Aldermen  
**From:** <sup>BB</sup> Ben Baxley, Town Manager  
**Date:** 2/17/2023  
**Re:** FY 2023 Budget Ordinance Amendment #9

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The attached FY 2023 Budget Ordinance Amendment #9 is needed to account for a donation to the Police Department and account for one month distribution of Library State Aid grant to the Gibsonville Public Library. Below is a list of the amendments with explanations.

## General Fund Revenues

- Increase of \$1,000 in Miscellaneous line item to account for a donation to the Police Department
- Increase of \$611 in Library State Aid Grant line item to account for one month distribution of Library State Aid grant to the Gibsonville Public Library

## General Fund Expenditures

- Increase of \$1,000 in Police line item to account for a donation to the Police Department
- Increase of \$611 in Library line item to account for one month distribution of Library State Aid grant to the Gibsonville Public Library

The amendments increase the General Fund budget by \$1,611.

**TOWN OF GIBSONVILLE, NORTH CAROLINA  
FY 2023 BUDGET ORDINANCE AMENDMENT #9**

BE IT ORDAINED by the Board of Aldermen of the Town of Gibsonville, North Carolina, a meeting was held this the 20th day of February, 2023 that the following fund revenues and departmental expenditures together with certain restrictions and authorizations be amended.

**SECTION I. GENERAL FUND**

<b>Anticipated Revenues</b>	<b>FY 2023</b>	<b>Amendment</b>	<b>FY 2023</b>
	<b><u>Current Budget</u></b>	<b><u>Increase/Decrease</u></b>	<b><u>Revised Budget</u></b>
Taxes, Current Year	3,961,279	-	3,961,279
Taxes, Prior Years	31,150	-	31,150
Motor Vehicle Tax	440,000	-	440,000
Cemetery	16,000	-	16,000
Recreation	80,000	-	80,000
Sanitation Service Charge	474,222	-	474,222
Interest on Investments	23,000	-	23,000
Fire District Tax (Guilford)	15,716	-	15,716
Library	4,000	-	4,000
Transfer Perpetual Care	2,700	-	2,700
Sale of Fixed Assets	5,000	-	5,000
Guilford County Funds	55,500	-	55,500
Code Enforcement/Planning	18,000	-	18,000
Brush/White Goods Pickup Fees	4,000	-	4,000
<i>Miscellaneous</i>	<i>122,537</i>	<i>1,000</i>	<i>123,537</i>
GHA	2,340	-	2,340
Stormwater Fee	66,000	-	66,000
Solid Waste Disposal Tax	5,500	-	5,500
Intangible: Sales Tax (Alamance Co.)	1,351,360	-	1,351,360
Intangible: Sales Tax (Guilford Co.)	713,028	-	713,028
Utility Franchise	420,000	-	420,000
Beer & Wine	29,421	-	29,421
<i>Library State Aid Grant</i>	<i>3,942</i>	<i>611</i>	<i>4,553</i>
Powell Bill Funds	255,823	-	255,823
Insurance Proceeds	49,556	-	49,556
Loan Proceeds	1,110,000	-	1,110,000
Fund Balance (General Fund) Appropriation	2,139,750	-	2,139,750
<b><i>Total Anticipated Revenues</i></b>	<b><u>11,399,824</u></b>	<b><u>1,611</u></b>	<b><u>11,401,435</u></b>

**Authorized Expenditures**

	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
Governing Board	88,337	-	88,337
Administration	1,689,717	-	1,689,717
<i>Police</i>	3,012,530	1,000	3,013,530
Fire	2,288,899	-	2,288,899
Public Works	2,361,938	-	2,361,938
Powell Bill	112,500	-	112,500
Recreation	944,544	-	944,544
<i>Library</i>	387,859	611	388,470
Cemetery	23,500	-	23,500
Contingency	40,000	-	40,000
Transfer to Public Library CPF	450,000	-	450,000
<b>Total Authorized Expenditures</b>	<b>11,399,824</b>	<b>1,611</b>	<b>11,401,435</b>
	0	0	0

**SECTION II. WATER & SEWER**

	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
<b>Anticipated W&amp;S Revenues</b>			
<b><u>Water Revenues</u></b>			
Water Service Fees	1,001,400	-	1,001,400
Tapping Fees	10,000	-	10,000
Meter Setting	20,000	-	20,000
Reconnection Fees	42,000	-	42,000
Miscellaneous Revenues	12,000	-	12,000
Retained Earnings Appropriation	2,993,623	-	2,993,623
<b>Total Anticipated Water Revenues</b>	<b>4,079,023</b>	-	<b>4,079,023</b>
<b><u>Sewer Revenues</u></b>			
Sewer Service Fees	2,172,000	-	2,172,000
Tapping Fees	10,000	-	10,000
Meter Setting	20,000	-	20,000
Reconnection Fees	42,000	-	42,000
Miscellaneous Revenues	12,000	-	12,000
Retained Earnings Appropriation	256,753	-	256,753
<b>Total Anticipated Sewer Revenues</b>	<b>2,512,753</b>	-	<b>2,512,753</b>
<b>Total Anticipated W&amp;S Revenues</b>	<b>6,591,776</b>	-	<b>6,591,776</b>
<b>Authorized W&amp;S Expenditures</b>			
<b><u>Water Expenditures</u></b>			
	1,146,560	-	1,146,560
<b><u>Sewer Expenditures</u></b>			
	2,512,753	-	2,512,753
Transfer To Hwy 61 N. Waterline CPF	2,932,463	-	2,932,463
<b>Total Authorized Expenditures</b>	<b>6,591,776</b>	-	<b>6,591,776</b>
	-	-	-

**SECTION III. PERPETUAL CARE FUND**

<i>Anticipated Revenues</i>	<i>2,700</i>	-	<i>2,700</i>
<i>Authorized Expenditures</i>	<i>2,700</i>	-	<i>2,700</i>

**SECTION IV. PUBLIC LIBRARY CAPITAL PROJECT FUND**

<i>Anticipated Revenues</i>	<i>450,000</i>	-	<i>450,000</i>
<i>Authorized Expenditures</i>	<i>450,000</i>	-	<i>450,000</i>

**SECTION V. POLICE HEADQUARTERS CAPITAL PROJECT FUND**

<i>Anticipated Revenues</i>	<i>1,000,000</i>	-	<i>1,000,000</i>
<i>Authorized Expenditures</i>	<i>1,000,000</i>	-	<i>1,000,000</i>

**SECTION VI. TAX RATE ESTABLISHED**

An ad valorem tax rate of \$0.53 per \$100 at full valuation is hereby established as the official tax rate for the Town of Gibsonville for the fiscal year 2023. This rate is based on a total valuation of property of \$838,817,281 and an estimated collection rate of 99.00%.

**SECTION VII.**

Charges for services and fees by Town Departments are levied in the amounts set forth in the Fee Schedule (See Attachment A).

**SECTION VIII. SPECIAL AUTHORIZATION - BUDGET OFFICER**

- A. Budget Officer shall be authorized to reallocate departmental appropriations among various object of expenditures as he believes necessary.
- B. The Budget Officer shall be authorized to effect interdepartmental transfers, in the same fund, not to exceed 10% of the appropriated monies for the department whose allocations is reduced. Notation of all such transfers shall be made to the Board on the next succeeding Financial Report.
- C. He may make interfund loans for a period of not more than 60 days.
- D. Interfund transfers, established in the budget document may be accomplished without recourse to the Board.

**SECTION IX. RESTRICTION - BUDGET OFFICER**

- A. Interfund transfer of monies, except as noted in Section VI. Shall be accomplished by the Board authorization only.
- B. The utilization of any contingency appropriations shall be accomplished only with Board authorization.

**SECTION X. UTILIZATION OF BUDGET ORDINANCE**

This Ordinance Amendment and the Budget Document shall be the basis of the financial plan for the Gibsonville Municipal Government during the 2023 fiscal year. The Budget Officer shall administer the budget and shall insure that operating officials are provided guidance and sufficient details to implement their appropriate portion of the budget. The accounting section shall establish records which are consonance with the Budget and this Ordinance and the appropriate statute of the State of North Carolina.

**Amended this the 20th day of February, 2023.**

**Attest:**

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**Mayor of Gibsonville, NC**

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**Town Clerk of Gibsonville, NC**