

Agenda
Board of Aldermen
Town of Gibsonville

March 6, 2023
Regular Meeting

Town Hall
7:00 pm

1. Invocation – Alderman Crisp
2. Flag Ceremony – Girl Scout Troop 30049
3. Public Comments
4. Approval of agenda
5. Approval of minutes
6. Public hearing – Land Development Ordinance Amendment
7. Budget Ordinance Amendment #10
8. Sewer Rehabilitation Project Close-out
9. Fall Festival and Market Day Fee Discussion
10. Reports
 - a. Town Manager
 - b. Mayor
 - c. Board Members

6. Public hearing – Land Development Ordinance Amendment – The Gibsonville Planning Board voted 6-0 at their February 16th 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.

Attachment: Ordinance to Amend the Gibsonville Land Development Ordinance, Plan Consistency Statement

7. Budget Ordinance Amendment #10 – This budget ordinance amendment is needed to close out the Sewer Rehabilitation capital project by transferring remaining funding from the Sewer Rehab Project Fund to the Water & Sewer Fund for reimbursement of loan proceeds to the USDA, to correct an error in two line items related to the Highway 61 North Waterline Capital Project Fund, and account for one month distribution of Library State Aid grant to the Gibsonville Public Library.

Attachment: Memo, Budget Ordinance Amendment

8. Sewer Rehabilitation Project Closeout – The Sewer Rehabilitation Project is completed and there is a balance of \$370,056 remaining from the USDA loan proceeds. In order to close out this project, the USDA has requested that the Town reimburse the USDA the remaining amount of \$370,056. The remaining amount of \$370,056 will be transferred to the Water and Sewer Fund with the passage of the ordinance and the Town will reimburse the USDA from the Water and Sewer Fund in the amount of \$370,056.

Attachment: Memo, Capital Project Ordinance

9. Fall Festival and Market Day Fee Discussion – The Parks & Recreation Department is seeking board input regarding fee changes and implementation for the Gibsonville Fall Festival and Market on the Green.

Attachment: Fall Festival Booth Prices, Proposed Changes for Fall Festival

**AN ORDINANCE TO AMEND THE GIBSONVILLE
DEVELOPMENT ORDINANCE WITH RESPECT TO ZONING,
PLANNING & DEVELOPMENT TO AMEND CHAPTER 4-2.1 OF
THE GIBSONVILLE DEVELOPMENT ORDINANCE**

WHEREAS, the current development ordinance was duly adopted 1 April 1991; and

WHEREAS, during the course of routine interpretation and application the need arises to revise the ordinance, or to correct or clarify certain ambiguities and inconsistencies contained within the text of the ordinance; and

WHEREAS, pursuant to development ordinance, proper procedure was made to amend Chapter 4-2.1B (RS-9 Zoning District) of the development ordinance; and

WHEREAS, pursuant to development ordinance and statutory requirements, the Town of Gibsonville made due public notification and advertisement of the ordinance amendment; and

WHEREAS, after consideration in a public hearing at their regular February meeting, the Gibsonville Planning Board voted unanimous 6-0 to approve the proposed ordinance amendment; and

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN FOR THE TOWN OF GIBSONVILLE: that Chapter 4-2.1B of the Gibsonville Development Ordinance be amended to remove ‘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’, which shall be fully incorporated therein.

Adopted this 6th day of March 2023.

Mayor

Attest: _____

Plan Consistency Statement

In accordance with NCGS 160D-605, the Board of Aldermen shall approve a Plan Consistency Statement when adopting or rejecting a zoning text amendment.

Staff Recommendation: Staff recommends that the Board of Aldermen approve the Plan Consistency Statement for the “Section 4-2.1 (RS-9 Residential Single-Family District)” text amendment request as stated below:

THE BOARD OF ALDERMEN OF THE TOWN OF GIBSONVILLE HEREBY STATES:

PLAN CONSISTENCY STATEMENT:

The proposed zoning text amendment is consistent with the Town of Gibsonville Land Development Plan 2040 because:

1. It is consistent with the goal, objectives, and strategies in Section 4.4 Residential Development; and
2. It advances the goal, objectives, and strategies in Section 4.4 Residential Development; and
3. The proposed “Section 4-2.1 (RS-9 Residential Single-Family District)” text amendment is not applicable to the Town’s future land plan use map.

Approved this the 6th day of March, 2023.

Leonard Williams
Mayor

Date

Memo

To: Mayor Williams and Members of the Board of Aldermen
From: Ben Baxley, Town Manager
Date: 3/2/2023
Re: FY 2023 Budget Ordinance Amendment #10

The attached FY 2023 Budget Ordinance Amendment #10 is needed to close out the Sewer Rehabilitation capital project by transferring remaining funding from the Sewer Rehab Capital Project Fund to the Water & Sewer Fund for reimbursement of loan proceeds to USDA, to correct an error in two line items related to the Highway 61 North Waterline Capital Project Fund, 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 \$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 \$611 in Library line item to account for one month distribution of Library State Aid

Water & Sewer Fund Revenues

- Increase of \$370,056 in Transfer from Sewer Rehab CPF line item to account for closing out the project and reimbursing the remaining loan proceeds to USDA

Water & Sewer Fund Expenditures

- Increase of \$2,932,463 in (Water Expenditures) Transfer to Hwy 61 N. Waterline CPF line item to correct a line item error related to the Highway 61 North Waterline Capital Project Fund

- Increase of \$370,056 in Sewer Expenditures line item to account for closing out the Sewer Rehabilitation Capital Project and reimbursing the remaining loan proceeds to USDA
- Decrease of \$2,932,463 in (Sewer Expenditures) Transfer to Hwy 61 N. Waterline CPF line item to correct a line item error related to the Highway 61 North Waterline Capital Project Fund

The amendments increase the General Fund budget by \$611 and the Water & Sewer Fund by \$370,056.

**TOWN OF GIBSONVILLE, NORTH CAROLINA
FY 2023 BUDGET ORDINANCE AMENDMENT #10**

BE IT ORDAINED by the Board of Aldermen of the Town of Gibsonville, North Carolina, a meeting was held this the 6th day of March, 2023 that the following fund revenues and departmental expenditures together with certain restrictions and authorizations be amended.

SECTION I. GENERAL FUND

Anticipated Revenues	FY 2023	Amendment	FY 2023
	Current Budget	Increase/Decrease	Revised Budget
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
Miscellaneous	123,537	-	123,537
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>4,553</i>	<i>611</i>	<i>5,164</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
Total Anticipated Revenues	11,401,435	611	11,402,046

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
Police	3,013,530	-	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
Library	388,470	611	389,081
Cemetery	23,500	-	23,500
Contingency	40,000	-	40,000
Transfer to Public Library CPF	450,000	-	450,000
Total Authorized Expenditures	11,401,435	611	11,402,046
	0	0	0

SECTION II. WATER & SEWER

	<u>Current Budget</u>	<u>Increase/Decrease</u>	<u>Revised Budget</u>
Anticipated W&S Revenues			
<u>Water Revenues</u>			
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
Total Anticipated Water Revenues	4,079,023	-	4,079,023
<u>Sewer Revenues</u>			
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
Transfer from Sewer Rehab CPF	-	370,056	370,056
Total Anticipated Sewer Revenues	2,512,753	370,056	2,882,809
Total Anticipated W&S Revenues	6,591,776	370,056	6,961,832

Authorized W&S Expenditures

<u>Water Expenditures</u>			
Water Expenditures	1,146,560	-	1,146,560
Transfer To Hwy 61 N. Waterline CPF	-	2,932,463	2,932,463
<u>Sewer Expenditures</u>			
Sewer Expenditures	2,512,753	370,056	2,882,809
Transfer To Hwy 61 N. Waterline CPF	2,932,463	(2,932,463)	-
Total Authorized Expenditures	6,591,776	370,056	6,961,832
	-	-	-

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 6th day of March, 2023.

Attest:

Mayor of Gibsonville, NC

Town Clerk of Gibsonville, NC

Memo

To: Mayor Williams and Members of the Board of Aldermen

From: ^{BB} Ben Baxley, Town Manager

Date: 3/2/2023

Re: Capital Project Ordinance for the Sewer Rehabilitation Project Close Out

The Sewer Rehabilitation Project is completed and there is a balance of \$370,056 remaining from the USDA loan proceeds. In order to close out this project, the USDA has requested that the Town reimburse the USDA the remaining amount of \$370,056. The remaining amount of \$370,056 will be transferred to the Water and Sewer Fund with the passage of the attached ordinance close out and the Town will reimburse the USDA from the Water & Sewer Fund in the amount of \$370,056.

**CAPITAL PROJECT ORDINANCE
SEWER SYSTEM REHABILITATION PROJECT**

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE TOWN OF GIBSONVILLE, NORTH CAROLINA, that the following Capital Project Ordinance is hereby closed:

Section 1. The Project authorized is Sewer System Rehabilitation Project.

Section 2. The officials of the Town of Gibsonville are hereby directed to proceed with this program within the terms of the project.

Section 3. The following revenues are anticipated to be available to the Town to complete the project:

Loan Proceeds	\$ 2,272,000
<u>General Fund Transfer</u>	<u>\$ 50,000</u>
Total Revenues	\$ 2,322,000

Section 4. The following amounts are appropriated for this project:

Construction	\$ 1,482,781
Engineering and Preliminary Investigation	\$ 434,500
Contingency	\$ 326,219
Interest – Interim Financing	\$ 40,500
Legal Fees – Bond Attorney	\$ 35,000
<u>Legal Fees – Local Attorney</u>	<u>\$ 3,000</u>
Total Expenditures	\$ 2,322,000

Section 5. The Town Manger shall report on the financial status of this project as directed by the Board of Aldermen and will inform the Board of any unusual occurrences.

Section 6. The project has been completed and there is a balance of \$370,056 remaining from the USDA loan proceeds. In order to close out this project, the USDA has requested that the Town reimburse the USDA the remaining amount of \$370,056.

Section 7. The remaining amount of \$370,056 will be transferred to the Water and Sewer Fund with the passage of this ordinance close out and the Town will reimburse the USDA from the Water & Sewer Fund in the amount of \$370,056.

Section 8. That this ordinance close out shall take effect upon passage.

This the 6th day of March, 2023.

Leonard Williams, Mayor

ATTEST:

Gina Griffeth, Town Clerk



FALL FESTIVAL BOOTH PRICES

Hendersonville Apple Festival – 3 days - \$300/4days - \$400

Wilkesboro Brushy Mountain Apple Festival - \$350 or \$150 plus 10%

Salisbury Cheerwine Festival - \$150

Ramseur Fall Festival – \$40

Thomasville Everybody's Day – \$150

Lexington BBQ Festival – \$225-\$300

Burlington Carousel - \$75

Mebane Dogwood Festival - \$150

Mayberry Autumn Leaves Festival - \$375



PROPOSED CHANGES TO ANNUAL FALL FESTIVAL STRUCTURE

1) Price Increase

Increase premium booth location price from \$60.00 to \$70.00

Increase regular booth location price from \$50.00 to \$60.00

Increase premium food booth location price from \$80.00 to \$90.00

Increase regular food booth location price from \$70.00 to \$80.00

Please refer to the attached regional price comparison sheet. The only municipality charging less than Gibsonville is Ramsuer and they rely heavily on corporate sponsors.

Justification:

Increased staff costs: Police, Public Works, Parks & Rec

Increased entertainment costs

Adding more entertainment

Keep competitive

Vendors perceive us as one of the best festivals in the area, so they are willing to pay a higher price

PROPOSED CHANGES TO MARKET AT GIBSONVILLE STRUCTURE

1) Impose a fee to participate in Market at Gibsonville booths on main green

Charge a one-time annual fee with guaranteed space to vendors who participate every week

Change a reduced one-time fee to vendors who participate at least half of the weeks

Charge a weekly fee to vendors who participate occasionally

Please note that we are the only market I am aware of that does not charge a fee.

We emailed a cross-section of 16 vendors asking their opinion on the suggested format and received only 5 responses, all in favor.

Justification:

Last year we established our Market as an Artisans only Market. Merchants had to grow it, make it, sew it, bake it, jar it, embroider it, etc. In addition, we instituted a registration process along with assigned spaces. By all accounts these changes were for the better and vendors and customers alike were pleased with the new format. Unfortunately, the few who did not follow the guidelines created challenges. Vendors would register and fail to show up. Consequently, we were turning people away in anticipation of being full, only to wind up with empty spaces. Charging a fee would be a motivation to show up.

Vendors like reserved spaces

*****THERE WILL BE NO CHARGE FOR SPACE OR LIMITS ON WHAT CAN BE SOLD ON THE WAR MEMORIAL GREEN*****