

Agenda

Town of Fairview



Agenda

Town Council Meeting
December 10, 2024 @ 6:30 pm

Meeting will be in the Fairview Town Hall Meeting Room

- 1. Call the meeting to order: --- Mayor Wilfong**
- 2. Invocation**
- 3. Pledge of Allegiance**
- 4. Agenda Changes**
 - 4.A. Approval of Agenda
- 5. Approval of Consent Agenda:**
 - 5.A. Financial and Tax Reports--- *Report Accepted as Information (including Pending Bills documentation provided at meeting)*
 - 5.B. Land Use Report---*Report Accepted as Information*
 - 5.C. Fairview Park Event November Draft Minutes (*Minutes Accepted as Information*)
 - 5.D. Fairview Park Facility November Draft Minutes (*No November Meeting*)
 - 5.E. Planning Board November Draft Minutes (*No November Meeting*)
 - 5.F. Approve Council Minutes for November 12, 2024
 - 5.G. Council meeting dates for 2025 and days town office will be closed

Agenda

5.H. Town Retreat will be January 25, 2025

6. Public Comments

7. Presentations: None

8. Items of Business:

8.A. **Present** the 2023-2024 Town Audit --- *Deneal Bennett, J.B. Watson & Co., PLLC*

8.B. **Discuss** Amphitheater Site Improvement Budget – *Ed Humphries*

9. Council Comments:

10. Adjournment

AS A COURTESY, PLEASE TURN CELL PHONES OFF WHILE MEETING IS IN PROGRESS

**** Public Comments are limited to 3 minutes**

Consent Agenda

A consent agenda is an effective means of managing the length of a meeting. It is normally made up of routine items that are not controversial in nature and upon which no further discussion is anticipated. Action on the consent agenda usually occurs early in the meeting with all items listed being approved by one motion and vote.

If any member of the governing body feels the need to discuss one or more of the items more fully, the item may be removed from the consent agenda and placed on the regular agenda.

Town of Fairview
Balance Sheet
As of November 30, 2024

	Nov 30, 24	Nov 30, 23
ASSETS		
Current Assets		
Checking/Savings		
First National Bank	969,566.02	791,050.72
Total Checking/Savings	969,566.02	791,050.72
Other Current Assets		
Franchise Tax Receivable	29,370.52	29,411.05
Investments		
Investments NCCMT	1,183.37	1,128.42
Total Investments	1,183.37	1,128.42
Prepaid assets	3,201.00	0.00
Sales Tax Receivable	9,490.46	8,959.45
Sales tax refund	0.00	2,006.73
Sales tax refund - Park grant	0.00	1,316.03
Taxes receivable	1,571.07	999.37
Taxes receivable - ad valorem	-608.86	97.33
Taxes receivable - motor veh	1,350.31	1,217.10
Total Other Current Assets	45,557.87	45,135.48
Total Current Assets	1,015,123.89	836,186.20
Fixed Assets		
Accumulated Depreciation	-726,892.15	-616,754.58
Building and Improvements	1,425,017.90	1,413,376.32
Computer Equipment	8,962.00	10,073.66
Construction in Progress	42,615.27	33,455.27
Furniture and Equipment	1,698.00	1,698.00
Land	734,289.94	734,289.94
Land improvements	75,870.00	17,545.00
Park equipment	191,230.76	171,130.76
Rental House	137,436.59	137,436.59
Total Fixed Assets	1,890,228.31	1,902,250.96
TOTAL ASSETS	2,905,352.20	2,738,437.16
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
Accounts Payable	20,494.24	27,041.70
Total Accounts Payable	20,494.24	27,041.70
Other Current Liabilities		
Accrued payroll	7,939.35	4,599.02
Deferred revenue - ad valorem	1,571.66	999.37
Payroll Liabilities	38.94	26.40
Prepaid taxes	27.03	19.28
Security deposit - rental house	1,450.00	1,450.00
Total Other Current Liabilities	11,026.98	7,094.07
Total Current Liabilities	31,521.22	34,135.77
Long Term Liabilities		
Cumulative rent reserve	26,701.50	6,520.00
Note payable on park land	400,000.00	440,000.00
Total Long Term Liabilities	426,701.50	446,520.00
Total Liabilities	458,222.72	480,655.77

10:00 AM
12/02/24
Accrual Basis

Town of Fairview
Balance Sheet
As of November 30, 2024

	<u>Nov 30, 24</u>	<u>Nov 30, 23</u>
Equity		
Allocated equity rent reserve	-26,701.50	-6,520.00
Amount to be provided for LTD	-400,000.00	-440,000.00
Equity		
Fixed assets	1,890,228.31	1,902,250.96
Total Fund Balance	<u>1,207,568.00</u>	<u>1,207,568.00</u>
Total Equity	3,097,796.31	3,109,818.96
Retained Earnings	-135,068.46	-331,635.09
Net Income	<u>-88,896.87</u>	<u>-73,882.48</u>
Total Equity	<u>2,447,129.48</u>	<u>2,257,781.39</u>
TOTAL LIABILITIES & EQUITY	<u><u>2,905,352.20</u></u>	<u><u>2,738,437.16</u></u>

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Town of Fairview
 Operating Actual vs Budget
 Year ended 06/30/25

Ordinary Income/Expense	Operating	Budget	Actual Fav to Budget
Income			
Ad Valorem taxes	24,154.92	116,000.00	-91,845.08
Alcoholic beverage	0.00	14,000.00	-14,000.00
Donation	5,782.20		5,782.20
Festival income - vendors, etc	380.00		380.00
Fund balance appropriated		49,556.00	-49,556.00
Interest on delinquent taxes	231.24		231.24
Investment income	1,573.69		1,573.69
Motor vehicle taxes	3,936.54	14,000.00	-10,063.46
Rent reserve for park capital items	7,375.00	20,000.00	-12,625.00
Sales and use tax	24,443.59	57,000.00	-32,556.41
Utility Franchise taxes	29,370.52	130,000.00	-100,629.48
Zoning fees	6,025.00	17,000.00	-10,975.00
Total Income	103,272.70	417,556.00	-314,283.30
Expense			
Advertising and Promotion	14.92	1,000.00	985.08
Audit fees	10,795.00	10,000.00	-795.00
Bank Service Charges	105.81	500.00	394.19
Capital outlay - Park	3,600.00	0.00	-3,600.00
Capital outlay - Office renovation	0.00	12,000.00	12,000.00
Debt repayment	0.00	55,600.00	55,600.00
Dues and Subscriptions	5,767.00	6,200.00	433.00
Festival expense	4,141.36	20,000.00	15,858.64
Grants	2,000.00	3,000.00	1,000.00
Insurance Expense	9,531.00	8,200.00	-1,331.00
Internet and website	2,334.64	11,000.00	8,665.36
Legal fees	3,417.30	10,000.00	6,582.70
Miscellaneous Expense	-160.00	2,000.00	2,160.00
Office expense	16,268.06	39,000.00	22,731.94
Office utilities	3,028.82	6,500.00	3,471.18
Park Maintenance	18,838.81	55,000.00	36,161.19
Park Utilities	3,052.20	5,200.00	2,147.80
Payroll Expenses	66,428.12	57,809.00	-8,619.12
Payroll Taxes	0.00	10,422.00	10,422.00
Planning and zoning	0.00	56,981.00	56,981.00
Professional Fees	0.00	7,000.00	7,000.00
Rental house repairs, etc	1,260.74	2,000.00	739.26
Salaries - Park	0.00	21,444.00	21,444.00
Solid Waste Manage cost share	0.00	8,000.00	8,000.00
Tax collection fees	402.53	2,200.00	1,797.47
Telephone Expense	219.35	1,000.00	780.65
Training expense	0.00	500.00	500.00
Travel expense	0.00	0.00	0.00

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Town of Fairview
Operating Actual vs Budget
Year ended 06/30/25

	<u>Operating</u>	<u>Budget</u>	<u>to Budget</u>
Zoning administration	3,321.30	5,000.00	1,678.70
Total Expense	<u>154,366.96</u>	<u>417,556.00</u>	263,189.04
Net Ordinary Income	-51,094.26	0.00	-51,094.26
Net Income	<u><u>-51,094.26</u></u>		

10:12 AM

12/02/24

Accrual Basis

Town of Fairview Transactions by Account

As of November 30, 2024

Type	Date	Num	Adj	Name	Memo	Debit	Credit	Balance
First National Bank								
Check	10/31/2024	104651		Brian Minor	Parking for festival		250.00	980,964.23
Deposit	10/31/2024				Interest	419.79		980,714.23
Deposit	11/04/2024				Deposit	150.00		981,134.02
Bill Pmt -Check	11/09/2024	104652		Cox Law Firm, PLLC	Legal fees for October		180.00	981,284.02
Bill Pmt -Check	11/09/2024	104653		Ed Humphries	reimburse phone bill		43.87	981,104.02
Bill Pmt -Check	11/09/2024	104654		RLI Surety Bond	Finance officer bond		175.00	981,060.15
Bill Pmt -Check	11/09/2024	104655		Taylor's Landscapin...	Lawn maintenance		3,458.33	980,885.15
Bill Pmt -Check	11/09/2024	104656		Taylor Stegall			300.00	977,426.82
Bill Pmt -Check	11/09/2024	104657		Union County Public...			454.89	977,126.82
Bill Pmt -Check	11/09/2024	104658		Vision Office Syste...	Copier		166.20	976,671.93
Check	11/12/2024	Draft		Duke Energy	Office		365.23	976,503.73
Check	11/12/2024	Draft		Duke Energy	Park		496.57	976,138.50
Paycheck	11/12/2024	104659		Darrell H. Baucom			1,045.20	975,641.93
Paycheck	11/12/2024	104665		Michael L Starnes			2,081.50	974,596.73
Paycheck	11/12/2024	104667		Spencer L Thomas			855.76	972,515.23
Paycheck	11/12/2024	104669		Teresa Gregorius			1,535.12	971,659.47
Paycheck	11/12/2024	104660		David M Link			138.53	970,124.35
Paycheck	11/12/2024	104661		Edward D Humphries			2,900.16	969,985.82
Paycheck	11/12/2024	104662		Gary H Wilfong			184.70	967,085.66
Paycheck	11/12/2024	104663		John A Biggers, Jr.			138.52	966,900.96
Paycheck	11/12/2024	104664		Kerry K Price			138.52	966,762.44
Paycheck	11/12/2024	104666		Patricia H. Kindley			138.52	966,623.92
Paycheck	11/12/2024	104668		Tania Hernandez Vi...			726.70	966,485.40
Liability Check	11/12/2024	To Print		IRS	55-0789092		3,376.00	965,758.70
Check	11/12/2024	104670		Taylor Stegall	Cleaning after election use		100.00	962,382.70
Check	11/12/2024	104671		Byrum Heating & A...	Repair HVAC		205.49	962,282.70
Check	11/12/2024	104672		FNB Commercial Cr...	Credit card payment		4,450.11	962,077.21
Check	11/12/2024	104673		Turning Point	Donation		500.00	957,627.10
Check	11/12/2024	104674		Piedmont Band Boo...	Donation for trip to Band America in At...		1,500.00	957,127.10
Liability Check	11/13/2024	To Print		NC Dept of Revenue_	600391020		355.00	955,627.10
Deposit	11/13/2024				Deposit	1,305.00		955,272.10
Deposit	11/13/2024				Deposit	800.00		956,577.10
Deposit	11/15/2024				Deposit	6,613.26		957,377.10
Deposit	11/15/2024				Deposit	4,961.01		963,990.36
Deposit	11/15/2024				Deposit	0.00		968,951.37
Deposit	11/15/2024				Deposit	275.00		968,951.37
Deposit	11/18/2024				Deposit			969,226.37
Check	11/22/2024	Draft		Spectrum			249.98	968,976.39
Deposit	11/27/2024				Deposit	200.00		969,176.39
Deposit	11/30/2024				Interest	389.63		969,566.02
Total First National Bank						15,113.69	26,511.90	969,566.02
TOTAL						15,113.69	26,511.90	969,566.02



Town of Fairview
Transaction Detail By Account
 July 2024 through June 2025

Type	Date	Num	Name	Memo	Clr	Debit	Credit	Balance
Park Maintenance								
Bill	07/25/2024	07252024	Gary Wilfong_	Supplies from Lowes		624.70		624.70
Bill	07/26/2024	1701	Taylor's Landscaping	Lawn care		2,933.33		3,558.03
Bill	08/06/2024	08062024	Gary Wilfong_	Park supplies		36.96		3,594.99
Check	08/13/2024	104581	FNB Commercial Cre	Payment on credit card		1,003.16		4,598.15
Bill	09/03/2024	1722	Taylor's Landscaping	Lawn care		2,933.33		7,531.48
Check	09/10/2024	104610	FNB Commercial Cre			679.29		8,210.77
Bill	10/01/2024	1724	Taylor's Landscaping	Monthly lawn care		2,933.33		11,144.10
Check	10/08/2024	104636	Love Plumbing and A	Repair urinal at Park		747.21		11,891.31
Check	10/15/2024	104648	FNB Commercial Cre	Mulch = 1,939.90		2,011.64		13,902.95
Bill	10/28/2024	1736	Taylor's Landscaping	Lawn maintenance		2,933.33		16,836.28
Check	11/12/2024	104672	FNB Commercial Cre	Mostly mulch		2,002.53		18,838.81
Total Park Maintenance						<u>18,838.81</u>	<u>0.00</u>	<u>18,838.81</u>
TOTAL						<u>18,838.81</u>	<u>0.00</u>	<u>18,838.81</u>

Town of Fairview Transaction Detail By Account

July 2024 through June 2025

Type	Date	Num	Adj	Name	Memo	Debit	Credit	Balance
Office expense								
Bill	07/08/2024	07082...		Perry Laney Septic Tank	pump septic tank	300.00		300.00
Bill	07/09/2024	07092...		Teresa Clontz	Cleaning town hall	100.00		400.00
Bill	07/16/2024	07162...		William L. Davis Jr.	Deposit on painting job	1,800.00		2,200.00
Bill	07/19/2024	07192...		Perry Laney Septic Tank	Pump septic tank	300.00		2,500.00
Bill	07/22/2024	07222...		Taylor Stegall	Cleaning	100.00		2,600.00
Check	07/25/2024	Draft		Great American Financial ...	Copier lease	178.11		2,778.11
Bill	07/26/2024	1701		Taylor's Landscaping Ser...	Lawn care	525.00		3,303.11
Check	07/31/2024	Draft		Great American Financial ...	Copier	178.11		3,481.22
Bill	07/31/2024	07312...		Teresa Clontz	Cleaning	100.00		3,581.22
Bill	08/01/2024	21997		Byrum Heating & AC, Inc.	HVAC repair	185.48		3,766.70
Bill	08/02/2024	08022...		Perry Laney Septic Tank	Pump septic tank	300.00		4,066.70
Check	08/13/2024	104581		FNB Commercial Credit C...	Payment on credit card	2,508.05		6,574.75
Bill	08/16/2024	25538...		Great American Financial ...	Copier purchase	684.36		7,259.11
Bill	08/19/2024	08192...		Perry Laney Septic Tank	Pump septic tank	300.00		7,559.11
Bill	08/22/2024	08222...		Patricia Kindley	Reimburse for gift cards	50.00		7,609.11
Bill	08/25/2024	08252...		William L. Davis Jr.	Advance on painting contract	800.00		8,409.11
Bill	08/27/2024	08272...		Taylor Stegall	Cleaning Town Hall	100.00		8,509.11
Bill	08/28/2024	08282...		Perry Laney Septic Tank	Pump septic tank	300.00		8,809.11
Bill	08/29/2024	57243...		Killingsworth Environmental	Pest control	150.94		8,960.05
Bill	09/03/2024	1722		Taylor's Landscaping Ser...	Lawn care	525.00		9,485.05
Bill	09/10/2024	09102...		Teresa Clontz	Clean Town Hall	100.00		9,585.05
Check	09/10/2024	104610		FNB Commercial Credit C...		204.78		9,789.83
Bill	09/17/2024	24396		Brown Creek Graphics LLC	ACM with 3M graphics	160.50		9,950.33
Bill	09/23/2024	09232...		Taylor Stegall	Cleaning	100.00		10,050.33
Check	09/25/2024	Draft		Great American Financial ...	Copier rental	0.00		10,050.33
Bill	10/01/2024	10012...		Union County Register of ...	Sanders property	26.00		10,076.33
Bill	10/01/2024	1724		Taylor's Landscaping Ser...	Monthly lawn care	525.00		10,601.33
Bill	10/03/2024	10032...		Ed Humphries	Reimbursement of expenses	5.58		10,606.91
Bill	10/07/2024	10072...		Teresa Clontz	Cleaning	100.00		10,706.91
Check	10/15/2024	104647		William L. Davis Jr.	Final payment on painting	2,900.00		13,606.91
Check	10/15/2024	104648		FNB Commercial Credit C...	Credit card payment	306.09		13,913.00
Check	10/16/2024	104646		Killingsworth Environmental	Pest control	150.94		14,063.94
Check	10/17/2024	104650		Love Plumbing and Air Co...	Invoice PR29538	388.34		14,452.28
Bill	10/17/2024	10172...		Taylor Stegall	Cleaning	100.00		14,552.28
Bill	10/22/2024	10222...		Taylor Stegall	cleaning	100.00		14,652.28
Bill	10/28/2024	1736		Taylor's Landscaping Ser...	Lawn maintenance	525.00		15,177.28
Bill	10/28/2024	AR16...		Vision Office Systems, Inc.	Copier	168.20		15,345.48
Bill	10/30/2024	10302...		Taylor Stegall	cleaning	100.00		15,445.48
Check	11/12/2024	104670		Taylor Stegall	Cleaning after election use	100.00		15,545.48
Check	11/12/2024	104671		Byrum Heating & AC, Inc.	Repair HVAC	205.49		15,750.97
Check	11/12/2024	104672		FNB Commercial Credit C...	Credit card payment	517.09		16,268.06
Total Office expense						16,268.06	0.00	16,268.06
TOTAL						16,268.06	0.00	16,268.06

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Town of Fairview Transaction Detail By Account

July 2024 through June 2025

Type	Date	Num	Adj	Name	Memo	Class	Clr	Debit	Credit	Balance
Festival expense										
Check	10/08/2024	104638		Signs Now	Advertising for Festival			91.10		91.10
Check	10/08/2024	104639		Brian Minor	Parking for festival			500.00		591.10
Check	10/08/2024	104640		Todd Donaldson	Festival driver			140.00		731.10
Check	10/08/2024	104641		Grier Donaldson	Festival driver			140.00		871.10
Check	10/08/2024	104642		Jimmy Huntley	Festival DJ			300.00		1,171.10
Check	10/08/2024	104643		Union County Tract...	Festival parking			300.00		1,471.10
Check	10/08/2024	104644		Theresa Donaldson	Face painting			300.00		1,771.10
Check	10/15/2024	104648		FNB Commercial C...	Credit card payment			189.77		1,960.87
Check	10/31/2024	104651		Brian Minor	Parking for festival			250.00		2,210.87
Check	11/12/2024	104672		FNB Commercial C...	Credit card payment			1,930.49		4,141.36
Total Festival expense								4,141.36	0.00	4,141.36
TOTAL								4,141.36	0.00	4,141.36

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Town of Fairview
 Park Budget versus Actual
 Grant 10441 - No expiration date
 6/30/2025

	<u>Budget</u>	<u>Actual</u>	<u>Budget Variance</u>
Income:			
Grant from SCIF	250,000.00	250,000.00	-
Interest income on Grant funds		2,821.98	2,821.98
Sales tax refund		1,316.03	1,316.03
Total income	250,000.00	254,138.01	4,138.01
Expenditures:			
Design and estimate	35,000.00	33,500.27	1,499.73
Walking trail	30,000.00	15,825.00	14,175.00
Other construction	185,000.00		
Install lights around pond		19,562.80	
Install receptacles around pond		26,000.00	
Tree removal		16,500.00	
Total expenditures	250,000.00	111,388.07	138,611.93

Town of Fairview
 Park Budget versus Actual
 Grant 10442 Expires 06/30/2026
 6/30/2025

	<u>Budget</u>	<u>Actual</u>	<u>Budget Variance</u>
Income:			
Grant from OSMB	250,000.00	250,000.00	-
Interest income on Grant Funds		486.77	486.77
Sales tax refund		1,356.75	1,356.75
Total income	250,000.00	251,843.52	1,843.52
Expenditures:			
Site plan for stage area	30,000.00	28,616.76	1,383.24
Stage and site improvements	114,000.00	4,569.00	109,431.00
RTV for maintenance	22,000.00	21,456.75	543.25
Utility building for park	16,000.00	-	16,000.00
Parking improvements for Town Hall	53,000.00		53,000.00
Install HVAC unit at Town Hall	15,000.00	15,542.45	(542.45)
Total expenditures	250,000.00	70,184.96	179,815.04

Town of Fairview
Transaction Detail By Account
 July 2021 through October 2024

Type	Date	Num	Adj	Name	Memo	Debit	Credit	Balance
Capital Outlay - SCIF, Park								
Bill	06/24/2022	215667		Alfred Benesch & C...	Project 17000514.00	8,123.05		8,123.05
Bill	07/22/2022	218141		Alfred Benesch & C...	Master Plan Update for Park ...	4,839.25		12,962.30
Bill	08/19/2022	220959		Alfred Benesch & C...	Master plan update	644.00		13,606.30
Bill	08/23/2022	08232...		Patricia Kindley_	Reimburse for open house for ...	45.00		13,651.30
Bill	09/15/2022	223239		Alfred Benesch & C...	Master Plan update	4,275.00		17,926.30
Bill	10/14/2022	226566		Alfred Benesch & C...	Master plan update	2,198.13		20,124.43
Bill	11/10/2022	228291		Alfred Benesch & C...	Update Master Plan	3,662.00		23,786.43
Bill	12/09/2022	231524		Alfred Benesch & C...	Master Plan update	1,764.00		25,550.43
Bill	01/06/2023	233349		Alfred Benesch & C...	Master Plan update	2,608.75		28,159.18
Bill	02/05/2023	236334		Alfred Benesch & C...	Master plan update and RTP g...	2,254.00		30,413.18
Bill	03/03/2023	238866		Alfred Benesch & C...	RTP Grant assistance	2,535.09		32,948.27
Bill	03/08/2023	N480...		Duke Energy_	1316.03 sales tax	19,562.80		52,511.07
Bill	03/29/2023	240819		Alfred Benesch & C...	RTP assistance	552.00		53,063.07
General Journal	06/30/2023				Record sales tax refund for 22...		1,316.03	51,747.04
Bill	08/09/2023	6254...		Hinson Electric Inc.	Receptacles around pond at P...	26,000.00		77,747.04
Bill	09/12/2023	7553		Samson Tree LLC	Tree removal at Park	16,500.00		94,247.04
Bill	10/06/2023	419		T&J Land Maintena...	Mulch out Walking trail	8,000.00		102,247.04
Check	02/13/2024	104389		Across Town Dump...	Clear out debris from Park	5,825.00		108,072.04
Bill	04/07/2024	518		T&J Land Maintena...	Weedcat and remove trees	2,000.00		110,072.04
Total Capital Outlay - SCIF, Park						111,388.07	1,316.03	110,072.04
TOTAL						111,388.07	1,316.03	110,072.04

Town of Fairview
Transaction Detail By Account
 July 2021 through October 2024

Type	Date	Num	Adj	Name	Memo	Debit	Credit	Balance
Capital Outlay, SCIF, Park 2								
Bill	04/16/2024	WG06...		Brooks Sales Inc.	RTV for park; grant 2	21,456.75		21,456.75
Bill	04/30/2024	V12X30		Better Built	Deposit on Building	1,410.51		22,867.26
Bill	06/17/2024	285285		Alfred Benesch & Co...	Amphitheater Design project	9,160.00		32,027.26
General Journal	06/30/2024		*		Refund of deposit on storage building		1,410.51	30,616.75
General Journal	06/30/2024		*		Sales tax refund		1,356.75	29,260.00
Bill	07/08/2024	21012		Byrum Heating & AC...	Install hallway HVAC	15,542.45		44,802.45
Bill	07/10/2024	5008-M		Hinson Electric Inc.	Park Fountain	4,569.00		49,371.45
Bill	07/19/2024	289161		Alfred Benesch & Co...	Design of amphitheater	15,542.49		64,913.94
Bill	08/16/2024	292024		Alfred Benesch & Co...	Consulting on Amphitheater design	500.00		65,413.94
Bill	09/13/2024	295351		Alfred Benesch & Co...	amphitheater design	3,223.65		68,637.59
Check	10/17/2024	104649		Alfred Benesch & Co...	Invoice 298429	190.62		68,828.21
Total Capital Outlay, SCIF, Park 2						71,595.47	2,767.26	68,828.21
TOTAL						71,595.47	2,767.26	68,828.21



**Town of Fairview
Fairview Park Event Committee Meeting
November 7, 2024**

1. The following Fairview Park Event Committee members were present: Lisa Thomas, Gayle Brock, Morgan Ellison, Mike Medlin, Traci Price-Ferguson, Pat Simpson and Spencer Cox. Absent: Scott Cuthbertson, Theresa Donaldson, Pam Mower
2. **Invocation**
3. **Public Comments:** None
4. **Items of Business:**
 - 4.A. Winter Festival
 - December 14th from 4:00 – 7:00 PM
 - Theme for this year is "Community of Faith"
 - All the pastors will be introduced by the Mayor
 - The tree lighting will be before the stocking walk
 - Rent two golf carts to use in addition to the town gator
 - Rent two Porta Johns and one wash station
 - Rent parking lot lights
 - Request three deputies
 - Metrolina Christian Academy and Unionville Elementary will be singing
 - Brian Minor and his group will handle parking
 - Santa will be meeting at three o'clock with special needs children at the fire department
 - Fairview Elementary gingerbread houses will be on display and will be judged by festival attendees
 - Piedmont High School band will be playing
 - Borrowing risers from Fairview Elementary for the kids to stand on when singing

5. Approval of Minutes:

Gayle Brock made a motion to approve the September 5, 2024 minutes. Morgan Ellison seconded the motion. Committee members Thomas, Brock, Ellison, Medlin, Price-Ferguson, Simpson and S. Cox voted yes (7-0).

6. Adjournment

Traci Price-Ferguson made a motion to adjourn. Gayle Brock seconded the motion. Committee members Thomas, Brock, Ellison, Medlin, Price-Ferguson, Simpson and S. Cox voted yes (7-0)

Respectfully submitted,

Spencer Cox
Administrative Assistant

Lisa Thomas
Chairman

Approved this _____ day of _____ 2024

Town of Fairview



**Town of Fairview
Regular Town Council Meeting
November 12, 2024 @ 6:30 pm**

Meeting will be in the Fairview Town Hall Meeting Room

1. Call the meeting to order: ---Mayor Wilfong

The following Council members were present: Mayor Gary Wilfong, John Biggers, Patricia Kindley, David Link and Kerry Price

Others present: Darrell Baucom, Financial Officer; Ed Humphries, Land Use Administrator; Teresa Gregorius, Town Clerk and Spencer Cox, Administrative Assistant

2. Invocation

3. Pledge of Allegiance

4. Agenda Changes/Approval of Agenda

Kerry Price made a motion to approve the agenda as submitted. Patricia Kindley seconded the motion. Council members Biggers, Kindley, Link and Price voted yes (4-0).

5. Approval of Consent Agenda:

5.A. Financial and Tax Reports--- *Report Accepted as Information*

5.B. Land Use Report---*Report Accepted as Information*

5.C. Fairview Park Event September Draft Minutes (*Minutes Accepted as Information, No October Meeting*)

5.D. Fairview Park Facility September Draft Minutes (*Minutes Accepted as Information, No October Meeting*)

5.E. Planning Board September/October Draft Minutes (*No September/October Meeting*)

5.F. Approve Council Minutes for September 10, 2024, September 11, 2024 and October 8, 2024

- 5.G. Resolution Prohibiting Viewing of Pornography
- 5.H. Proclamation for Veterans Day 2024

Kerry Price made a motion to approve the consent agenda as amended. John Biggers seconded the motion. Council members Biggers, Kindley, Link and Price voted yes (4-0).

6. Public Comments: None

7. Presentations: None

8. Items of Business:

8.A. Discuss request for funds from Turning Point, Inc. in the amount of \$500.00

Teresa Gregorius presented the request for \$500.00.

Patricia Kindley made a motion to approve \$500.00 for Turning Point, Inc. John Biggers seconded the motion. Council members Biggers, Kindley, Link and Price voted yes (4-0).

8.B. Discuss Amphitheater Site Improvement Budget – *Jon Woods, Benesch*

Jon Woods with Benesch presented a PowerPoint presentation on the amphitheater site improvement and the two probable construction budget options. The Council discussed and wanted further information on the electrical situation in the amphitheater area. Ed Humphries will verify electrical availability.

David Link made a motion to table the discussion until the December 10th meeting to allow verification of the electrical availability. John Biggers seconded the motion. Council members Biggers, Kindley, Link and Price voted yes (4-0).

8.C. Discuss request for funds from Piedmont High Band Boosters Club in the amount of \$1,500.00

Kristy Isaacs, Piedmont High Band Boosters Fundraising Chair, presented a request for \$1,500.00 to assist band members with various items including fees, band competitions, etc. The Council discussed.

John Biggers made a motion to approve \$1,500.00 to the Piedmont High Band Boosters Club. David Link seconded the motion. Council members Biggers, Kindley, Link and Price voted yes (4-0).

8.D. Discuss Fairview Internal Controls

John Biggers stated that after reviewing the latest audit he wanted to review the internal controls and spoke with Mr. Humphries. The financial internal controls are now as follows:

- Darrell Baucom – writes the checks requiring two signatures (his and Mayor Wilfong or Patricia Kindley)
- John Biggers – reviews bank statements
- Ed Humphries – makes all bank deposits
- Teresa Gregorius/Ed Humphries – reviews and stamps “Approval to Pay” on invoices before forwarding to Darrell
- All payment transactions are either check or credit card (Receipt Book for all checks received with memo noting permit number)
- NO CASH transactions

9. Council Comments:

John Biggers reported that the statue for Jerry Clontz has arrived. Randy Warwick will be assisting him with pouring the pad and setting up the statue and plaque. If completed, the dedication will be the afternoon of the Winter Festival.

Patricia Kindley announced that Elizabeth Medlin and daughter Jordyn were the winners of the 2024 Fairview Halloween Decoration contest. Photos are on the town website and Facebook page. The 2024 Fairview Christmas Lights contest registration ends December 6th. Information is on the town website and Facebook page.

Mayor Wilfong reported that beginning next Spring NC Wildlife will assess the types and number of fish in the park pond and make recommendations accordingly. At that time, we will open the pond for fishing with NC Wildlife fishing permits for everyone over the age of 16.

10. Adjournment

Kerry Price made a motion to adjourn. Patricia Kindley seconded the motion. Council members Biggers, Kindley, Link and Price voted yes (4-0).

Respectfully submitted,

Teresa Gregorius
Town Clerk

Gary Wilfong
Mayor

Approved this _____ day of _____, 2024

Town of Fairview Council Meeting Dates – 2025 Holidays – 2025

The second Tuesday night of each month, meetings start at 6:30 PM

January 14 th	Tuesday
February 11 th	Tuesday
March 11 th	Tuesday
April 8 th	Tuesday
May 13 th	Tuesday
June 10 th	Tuesday
July 8 th	Tuesday
August 12 th	Tuesday
September 9 th	Tuesday
October 14 th	Tuesday
November 11 th	Tuesday
December 9 th	Tuesday

HOLIDAY Closures (Town Office)

Thanksgiving -- November 27th ---- Thursday

Christmas -- December 25th ---- Thursday

Present 2023-2024 Town Audit

Discuss Amphitheater Site Budget

Fairview Park Amphitheater Site Improvements

Town of Fairview, North Carolina

Order of Magnitude Budget Evaluation

Prepared 07/19/2024

Item	Cost
Site Preparation/Demolition	\$5,637.50
Grading/Erosion Control	\$49,830.38
Storm Drainage	\$8,044.20
Parking and Driveways	\$31,790.38
Sidewalks	\$51,611.57
Landscape	\$5,765.63
Probable Sub-Contractor Budget	\$152,679.64
General Contingency (8%+/-)	\$12,214.37
Contractor Overhead, Profit, Bonds and Insurance (10%+/-)	\$15,267.96
Probable Total Construction Budget	\$180,161.98

Note: This estimate has been prepared based on the elements reflected in the current preliminary plans. General assumptions have been made on anticipated design & engineering needs that may be needed to be implement into the final construction elements. Furthermore, the above estimate is based on 2023 & 2024 construction dollars in a continuing changing and volatile market .

