



**Town of Summerfield  
Agenda Item Cover Sheet**

Meeting date: June 11, 2013

**Agenda item: 9**

*Agenda item:*

**Public hearing/action regarding FY13-14 budget**

*Attachment(s):* (full budget document provided earlier)

---

*Staff comments/recommendations:*

Following the public hearing, Council will have an opportunity to discuss and take action on the proposed budget as presented within the full budget document.

---

*Notes:*

---

*Town Council action/comments:*

---





**Town of Summerfield  
Agenda Item Cover Sheet**

**Agenda item: 10A**

Meeting date: June 11, 2013

*Agenda item:*

**Committee re-appointments (Public Safety and Historical)**

*Attachment(s):* no

---

*Staff comments/recommendations:*

The following committee members' terms expire in June. They have notified town hall of their intent to continue serving and have requested to be reappointed to their respective committees:

**Public Safety Committee:**

Don Wendelken (member since 01/12)

Timothy Pitts (member since 10/11)

**Historical Committee:**

Elizabeth Ingram (member since 05/11)

Bill Heroy (member since 05/11)

Anna Heroy (member since 05/11)

---

*Notes:*

---

*Town Council action/comments:*

---





**Town of Summerfield  
Agenda Item Cover Sheet**

Meeting date: June 11, 2013

**Agenda item: 10B**

*Agenda item:*

**Finance Committee investment recommendation**

*Attachment(s):* no

---

*Staff comments/recommendations:*

From the 5/20/13 Finance Committee meeting minutes: *"The Finance Committee discussed the amount of money that they would recommend to the Town Council to be invested in CDs. A motion was made by Ronnie Stafford and seconded by Mark Brown to invest \$2.5 million for 12-24 months in CDs. A friendly amendment was offered by Scott Whitaker that the time period be 12-18 months. The amendment was accepted, the motion carried unanimously, and it will be presented to the Town Council at the June council meeting. Katrina Whitt will investigate CD rates to support the recommendation."*

The Finance Committee has been exploring investment options to improve that revenue stream following maturation of higher-return CDs. The committee continues to explore options that meet statutory requirements, LGC approval, and fit within the town's Cash Management and Investment Policy in regard to safety, liquidity, and yield. This recommendation is viewed as an initial investment step now that capital project items have been more clearly identified within the slated budget. **The Finance Committee recommendation is to invest \$2.5 million for 12-18 months in CDs.** You will receive a more specific recommendation (banks, rates) 6/11 as we want to confirm the latest CD rates.

---

*Notes:*

---

*Town Council action/comments:*

---





**Town of Summerfield  
Agenda Item Cover Sheet**

Meeting date: June 11, 2013

Agenda item: **10C**

*Agenda item:*

**Sale of Brookbank Road right-of-way to NCDOT**

*Attachment(s):* yes (copy of deed and map showing area)

---

*Staff comments/recommendations:*

The intent is to sell right-of-way to NCDOT to allow for the future realignment of Brookbank Road and construction of I-73. The transaction involves a 3.927-acre area within the town's existing northern and southern tracts along Brookbank Road. The original offer was \$93,600 and that was negotiated to an agreed-upon price of \$98,000. The manager recommends accepting this offer with a plan to close the transaction in early July.

---

*Notes:*

---

*Town Council action/comments:*

---





**Town of Summerfield  
Agenda Item Cover Sheet**

Meeting date: June 11, 2013

**Agenda item: 10D**

*Agenda item:*

**7300 Summerfield Road property (town lot beside fire department)**

*Attachment(s):* yes

---

*Staff comments/recommendations:*

This town-owned property was offered to the Summerfield Fire District Incorporated Board of Directors as a land donation. The department's board requested additional information about the lot and its stream, that was provided, and its board agreed to the donation with certain conditions. Given the requested conditions, council has not yet made a decision.

The town purchased this 1.22-acre lot for \$55,000 in 2004 and paid \$57,750 including settlement charges. The land's tax value is currently \$53,100. Options include keeping the property (for continued use with Founders' Day or potential other uses), accepting the conditions presented and donating the property, or trying to sell the property at a fair market value. If donating the property, the town would have to adopt a resolution under the NCGS 160A-277 for conveying property to a fire department. If selling it, Council may or may not feel that an appraisal is needed.

The manager recommends more discussion, but has a leaning toward either keeping the property for now or attempting to sell the lot in an effort to recoup the original investment.

---

*Notes:*

---

*Town Council action/comments:*

---





**Town of Summerfield  
Agenda Item Cover Sheet**

Meeting date: June 11, 2013

**Agenda item: 11A**

*Agenda item:*

**NC Domestic Violence proclamation**

*Attachment(s):* yes

---

*Staff comments/recommendations:*

Attached....

---

*Notes:*

---

*Town Council action/comments:*

---





**Town of Summerfield  
Agenda Item Cover Sheet**

Meeting date: June 11, 2013

**Agenda item: 11B**

*Agenda item:*

**Consideration of audit contract**

*Attachment(s):* yes

---

*Staff comments/recommendations:*

North Carolina law requires that a governing board approve an annual audit contract, which also must be approved by the Local Government Commission (LGC). The audit report is due October 31, 2013, four months after the fiscal year end. The town attorney is reviewing the contract.

The audit proposal from Rouse, Rouse, Penn & Rouse, LLP is \$8,075 for the actual audit and \$2,375 for the preparation of financial statements, totaling \$10,450. This pricing reflects an increase of \$500 total over last year's audit. If the town prepares the financial statements, footnotes, and supplemental schedules, the fee is discounted \$1,000, which would total \$9,450. The intention is for the town to complete this additional work as has been done in the past. The recommendation is to approve this contract, contingent upon the attorney's approval.

---

*Notes:*

---

*Town Council action/comments:*

---





Town of Summerfield  
Agenda Item Cover Sheet

Meeting date: June 11, 2013

Agenda item: 11C

*Agenda item:*

**Manager evaluation form**

*Attachment(s):* yes

---

*Staff comments/recommendations:*

The town manager evaluation form was reviewed by a subcommittee designated by Council. The attached draft is the resulting recommended form to be used this year. The manager evaluation will be in July.

---

*Notes:*

---

*Town Council action/comments:*

---

---

