



Town of Micro
Board of Commissioners Meeting AGENDA
Tuesday – August 12, 2025
7:00 p.m.
Micro Town Hall

1. CALL TO ORDER

- Call to Order
- Pledge of Allegiance
- Invocation

2. PUBLIC COMMENT

3. ADJUSTMENT/ADOPTION OF THE AGENDA

- a. Adjustments to the Agenda
- b. Adoption of the Agenda

POTENTIAL ACTION:

Adoption of Agenda

4. CONSENT AGENDA

(Items on the consent agenda are considered routine in nature or have been thoroughly discussed at previous meetings. Any member of the Board may request to have an item removed from the consent agenda for further discussion.)

- a. Draft Minutes
 - *April 8, 2025 – Regular Meeting*
 - *July 8, 2025 – Regular Meeting*

POTENTIAL ACTION:

Adoption of Consent Agenda as Presented

5. SPECIAL PRESENTATION/INTRODUCTIONS

6. FINANCIAL & WATER SEWER REPORT

- a. Billing Adjustment Report
Presenter: Kimberly Moffett, Town Clerk
 - *July 2025 - Report*
- b. Monthly Financial Report Update
Presenter: Christy Thomas, Finance Officer
 - *Budget vs. Actual – July 2025*
 - *GL Acct. History – July 2025*
- c. Water Sewer Report
Presenter: Jason Banks, Public Works Director

7. PLANNING BOARD REPORT

- a. Planning Board/BOA Report
Presenter: Chad Holloman, Planning Board Chair

8. OLD BUSINESS

9. PUBLIC HEARINGS

- a. Special Use Permit #2025-14-SUP – *Quasi-Judicial*

Presenter: Kimberly A. Moffett, Town Clerk

- *Application*
- *Neighboring Property Notification Letter*
- *DRAFT Approval*

Note: A Quasi-Judicial (QJ) hearing resembles a court trial where testimony is presented. Citizens may give testimony in a QJ hearing AFTER they have taken an oath. The Board of Commissioners acts like a court of law and receives only sworn testimony and other credible evidence. In addition, the Board must make Findings of Fact based upon the evidence presented. The Board refrains from “ex-parte communication” about these cases, as the Board must decide based solely on the evidence presented at the hearing itself.

POTENTIAL ACTIONS:

Approval of 2025-14-SUP

10. NEW BUSINESS

- a. Powell Bill Potential Project Discussion

Presenter: Jason Banks, Public Works Director

POTENTIAL ACTION:

Approval to Move Forward with Project(s)

- b. Phone Call/Text Notification System Discussion

Presenter: Kimberly Moffett, Town Clerk

- *Option #1 - SMS Interface System with Twillo & Southern Software*
- *Option #2 – Call Multiplier*

POTENTIAL ACTION:

Approval to Move Forward with Option #1 or #2

- c. Discussion about Credit Card Payments over the Phone

Presenter: Kimberly Moffett, Town Clerk

POTENTIAL ACTION:

Discussion

- d. Utility Billing Monthly Mailing Outsource Discussion

Presenter: Kimberly Moffett, Town Clerk

POTENTIAL ACTION:

Approval to Move Forward with Outsource

- e. FMS/Southern Software Training Discussion

Presenter: Kimberly Moffett, Town Clerk

- f. Budget Amendment Ordinance

Presenter: Christy Thomas, Finance Officer

- *Ordinance*

POTENTIAL ACTION:

Adoption of Ordinance #2025-08-01

- g. Potential Change to Unifirst Contract
Presenter: Christy Thomas, Finance Officer

POTENTIAL ACTION:

Approval to Move Forward with Contract Change

11. COMMISSIONER REPORTS

- a. Special Events Report
Presenter: Katy Garcia, Commissioner

12. CLOSED SESSION

13. ADJOURNMENT

- a. Adjourn the Meeting

POTENTIAL ACTION:

Motion to Adjourn



Town of Micro
Board of Commissioners Meeting MINUTES
Tuesday -April 8, 2025
7:00 p.m.
Micro Town Hall

Elected Officials Present:

Marty Parnell, Mayor
Kevin Worley, Mayor Pro Tem *
Tim Earp, Commissioner
Katy Garcia, Commissioner

*Arrived at approximately 7:15 p.m.

Others Present:

Kimberly Moffett, Interim Town Clerk
Yiecenia Joyner, Deputy Town Clerk
Mike Wilber, Town Attorney

1. CALL TO ORDER

- Call to Order
- Pledge of Allegiance
- Invocation

Mayor Parnell called the meeting to order at 7:00 p.m. He led everyone in the Pledge of Allegiance and Mr. LC Smith offered the Invocation.

2. PUBLIC COMMENT

JC Commissioner was present and provided an update on the bridge naming in honor of Dr. Batten.

3. ADJUSTMENT/ADOPTION OF THE AGENDA

a. Adjustments to the Agenda

- **Add Ordinance #2025-04-04 Under Item 9a**
It was stated this item Only will be needed if text amendment is adopted as this Ordinance will amend the Comprehensive List of Fees & Charges related to fees for permit for Electronic Gaming.
- **Add Ordinance #2025-04-03 as Item 10d** – Capital Project Ordinance for Sanitary Sewer Improvement Project

b. Adoption of the Agenda

ACTION:

Adoption of Agenda with Adjustments as Above

Motion:

Commissioner Garcia

Second:

Commissioner Earp

Vote:

Unanimous

4. CONSENT AGENDA

(Items on the consent agenda are considered routine in nature or have been thoroughly discussed at previous meetings. Any member of the Board may request to have an item removed from the consent agenda for further discussion.)

a. Draft Minutes

- *March 11, 2025*

ACTION:

Adoption of Consent Agenda as Presented

Motion:

Commissioner Earp

Second:

Commissioner Garcia

Vote:

Unanimous

5. SPECIAL PRESENTATION/INTRODUCTIONS

6. FINANCIAL REPORT

a. Financial Report

While there was no financial report, it was stated that work continues on the FY '25-26 budget. There is a special budget meeting scheduled to continue work for April 14, 2025.

7. PLANNING BOARD REPORT

a. Planning Board/BOA Report

Presenter: Chad Holloman, Chair

Mr. Holloman was presented and stated the Planning Board met in March and began discussion and work on a possible food truck ordinance. He also stated that both Byron Smith and Derek Walker were issued the oath of office.

8. OLD BUSINESS

9. PUBLIC HEARINGS

a. Zoning Ordinance Text Amendment #2025-02-OA – Electronic Gaming

Presenter: Kimberly A. Moffett, Interim Town Clerk

This item was noted as a public hearing. Mayor Parnell opened the public hearing and staff provided a report on this item. Ms. Moffett provided background on the item. She stated the office had received a phone call inquiring about requirements for a sweepstakes café/electronic gaming machines in the Town of Micro. Following this research and during conversation it was determined a business currently operating within town limits and has had these types of machines for many years. Ms. Moffett stated there was a discussion with the Town Attorney regarding this issue regarding this business being a non-conforming use and draft ordinance language was presented that would set out guidelines and process to include this type of business in the current zoning ordinance. Process would include requirements to obtain permits as well as limiting the location and times of operations of these businesses. The current business would be exempt from ordinance but required to complete an application and pay all required permit fees.

Ms. Moffett stated this item was brought to the Planning Board at which time there was a lengthy discussion and many questions regarding this issue. Concerns were raised about this type of business and the town's ability to control the situation and/or require the current business to cease. It was explained that since the business was an existing non-confirming use, the town did not have the authority to shut the business down. It was the decision of the Planning Board to recommend denial of this text amendment to the Board of Commissioners.

Ms. Moffett introduced Attorney Mike Wilber who was present at the meeting for any questions or concerns.

Mayor Parnell opened the floor for public comment and discussion. Several people spoke about the ordinance and were against the operation of any type of electronic gaming and questioned how the current location could be shut down. Attorney Wilber advised as they were a non-conforming use the town did not have the authority to shut them down. There was lengthy conversation about the issue of electronic gaming in general to include cases currently pending with the attorney general.

With there being nothing further, the hearing was closed and the item was turned over the council for their deliberations.

There was lengthy discussion and questions about the proposed ordinance language and it was confirmed that language in the draft ordinance would basically not allow for any other gaming café to open in the town due to the requirements of location and distance from parks, churches, schools etc. This ordinance would require the current establishment to file an application and pay the permit fees.

ACTION: Denial Ordinance #2025-04-01

Motion: Commissioner Garcia
Second: Commissioner Earp
Vote: Unanimous

10. NEW BUSINESS

- a. Budget Ordinance Amendment
Presenter: Kimberly A. Moffett, Interim Town Clerk

Ms. Moffett stated this budget ordinance would move funds to cover invoices from VC3, computer support.

ACTION: Adoption of Ordinance #2025-04-02

Motion: Commissioner Garcia
Second: Commissioner Earp
Vote: Unanimous

- b. Resolution of Tentative Award – Pump Station Project Award #SRP-W-ARP-0098
Presenter: Kimberly A. Moffett, Interim Town Clerk

Ms. Moffett stated this Resolution would tentatively award work on the pump station project to One Step Construction.

ACTION: Adoption of Resolution #2025-13

Motion: Mayor Pro Tem Worley
Second: Commissioner Earp
Vote: Unanimous

- c. Resolution to Issue RFP;s
Presenter: Kimberly A. Moffett, Interim Town Clerk

ACTION: Adoption of Resolution #2025-14

Motion: Mayor Pro Tem Worley
Second: Commissioner Garcia
Vote: Unanimous

- d. Capital Project Ordinance – Sanitary Sewer Improvement Project
Presenter: Kimberly A. Moffett, Interim Town Clerk

Ms. Moffett stated this ordinance would set up the required information for the Sanitary Sewer Improvement Project.

ACTION:

Adoption of Ordinance #2025-04-03

Motion:

Commissioner Garcia

Second:

Mayor Pro Tem Worley

Vote:

Unanimous

11. COMMISSIONER REPORTS

- a. Special Events Report

Presenter: Katy Garcia, Commissioner

Commissioner Garcia stated there would be an Easter Egg Hunt and Celebration in Jerome Park on April 12, 2025. The egg hunt will take place at 11:00 a.m.

12. CLOSED SESSION

13. ADJOURNMENT

- a. Adjourn the Meeting

With there being nothing further, the meeting was adjourned at 8:25 p.m.

ACTION:

Motion to Adjourn

Motion:

Mayor Pro Tem Worley

Second:

Commissioner Earp

Vote:

Unanimous

Duly adopted this the 12th day of August, 2025 while in regular session.

Marty Parnell
Mayor

ATTEST:

Kimberly A. Moffett, CMC, NCCMC
Town Clerk



Town of Micro
Board of Commissioners Meeting MINUTES
Tuesday –July 8, 2025
7:00 p.m.
Micro Town Hall

Officials Present:

Marty Parnell, Mayor
Kevin Worley, Mayor Pro Tem
Tim Earp, Commissioner
Katy Garcia, Commissioner

Others Present:

Jason Banks, Public Works Director
Christy Thomas, Finance Director
Kimberly Moffett, Interim Town Clerk

1. CALL TO ORDER

- Call to Order
- Pledge of Allegiance
- Invocation

Mayor Parnell called the meeting to order at 7:00 p.m. He led everyone in the Pledge of Allegiance and Jason Banks offered the Invocation.

2. PUBLIC COMMENT

Mr. LC Smith was present and offered his thanks to the Council and staff for the lowering of the flag in honor of Freddie Thompson. He further stated the Thompson family deeply appreciated the honor.

Mr. Trent Lassiter was present and stated the Fire Department would like to set up a meeting to discuss the adopted town budget and amount allocated for the Fire Department. Mayor Parnell stated he would be in contact, and we would get a meeting set up in the new two-three weeks.

Johnston County Commissioner Godwin was present and provided an update regarding the bridge to be named in honor of Dr. Batten. He stated we were getting close to final approval.

3. ADJUSTMENT/ADOPTION OF THE AGENDA

a. Adjustments to the Agenda

It was requested that two items be added to the agenda under Old Business; discussion of possible sale of Police Department Building Property and Fraud Report from Auditor. Also requested was the removal of April 8, 2025 minutes from the Consent Agenda.

b. Adoption of the Agenda

ACTION: Adoption of Agenda with Amendments as Above

Motion: Commissioner Garcia
Second: Mayor Pro Tem Worley
Vote: Unanimous

4. CONSENT AGENDA

(Items on the consent agenda are considered routine in nature or have been thoroughly discussed at previous meetings. Any member of the Board may request to have an item removed from the consent agenda for further discussion.)

a. Draft Minutes

- ~~April 8, 2025 – Regular Meeting~~
- June 10, 2025 – Regular Meeting

ACTION: Adoption of Consent Agenda as Presented

Motion: Mayor Pro Tem Worley
Second: Commissioner Garcia
Vote: Unanimous

5. SPECIAL PRESENTATION/INTRODUCTIONS

a. Introduction of New Employee

Presenter: Marty Parnell, Mayor

- Christy Thomas – Finance Officer

Mayor Parnell introduced Christy Thomas as the new Finance Officer. Christy previously worked for the Town of Micro several years ago and has many years of financial/accounting experience in both government and private sectors. Ms. Thomas stated she was honored and excited to be part of the Micro Team.

b. Swearing In of Finance Officer

Oath Issued by: Kimberly Moffett, Town Clerk

Ms. Thomas was issued the Oath of Office as the Finance Officer for the Town of Micro.

6. FINANCIAL & WATER SEWER REPORT

a. Billing Adjustment Report

Presenter: Kimberly Moffett, Town Clerk

Ms. Moffett provided a written report as well as sharing the bill adjustments that were made/requested during the month of June 2025.

b. Water Sewer Report

Presenter: Jason Bank, Public Works Director

Mr. Banks reported that county line water samples were submitted to the lab and the lab inadvertently sent non-compliant samples as compliant samples to the state. Mr. Banks has contacted both the lab and the state, and they are working on getting that mistake corrected.

7. PLANNING BOARD REPORT

a. Planning Board/BOA Report

Presenter: Chad Holloman, Planning Board Chair

Mr. Holloman reported that the Planning Board met last month and continued discussion on the food truck ordinance. He stated that item would come before the council this evening as a public hearing. Additionally, the Planning Board reviewed information and discussed a text amendment change to the RA Zoning District. That item will also come before the council as a

public hearing. He stated both items are being recommended by the Planning Board for approval.

8. OLD BUSINESS

- a. Police Department Building/Property Appraisal
Presenter: Marty Parnell, Mayor

Mayor Parnell stated an appraisal had been completed for the above property. A copy of the appraisal was provided. Following discussion regarding different options for sale, it was agreed that the process of Sealed Bid would be used for the potential sale of the property. Mr. LC Smith, citizen, asked what the appraisal amount was. It was stated the amount was \$55,000. Ms. Moffett will ensure that the proper noticing will be placed in the newspaper and will also post a link on the website. A date for opening all received bids will be provided at the next council meeting.

ACTION: Proceed with Potential Sale of Property

Motion: Commissioner Worley
Second: Commissioner Garcia
Vote: Unanimous

ACTION: Proceed with Requirements for Sealed Bids

Motion: Commissioner Earp
Second: Commissioner Garcia
Vote: Unanimous

- b. Fraud Report for Auditor
Presenter: Marty Parnell, Mayor

Mayor Parnell stated it was a requirement for audit that a fraud report be completed.

ACTION: Authorize Mayor to Complete Report for Auditor

Motion: Commissioner Worley
Second: Commissioner Garcia
Vote: Unanimous

9. PUBLIC HEARINGS

- a. Text Amendment #2025-12-OA – Food Truck Ordinance
Presenter: Kimberly A. Moffett, Town Clerk & Chad Holloman, Planning Board

This was noted as a Public Hearing and the Mayor opened the hearing. Ms. Moffett provided information about the proposed Food Truck Ordinance. She stated the Planning Board had done a phenomenal job on this ordinance and draft language. The board met over several months and drafted language to allow food trucks within town limits. The proposed language provides and includes guidance regarding location of food trucks to other food establishments, information regarding safety and fire hydrants, and two different types of permits that would be offered. One would be a long-term permit, good for 90 days, and the other would be a single use permit that would be good for a single event up to 7 days. Also provided was an updated Comprehensive List of Fees & Charges for adoption. Single use permits would be \$25 and long-term permit cost would be \$100. All requirements for food truck permits are included on the

permit application. It was further stated that any permit fees for any food truck involved in a town sponsored events would be waived.

The floor was open for any comments. With there being none, the hearing was closed, and the item was turned over to the board for their deliberation.

ACTION: Adoption of Ordinance #2025-07-01

Motion: Commissioner Garcia
Second: Mayor Pro Tem Worley
Vote: Unanimous

ACTION: Adoption of Ordinance #2025-07-02

Motion: Mayor Pro Tem Worley
Second: Commissioner Garcia
Vote: Unanimous

- b. Text Amendment #2025-13-OA – Setbacks in RA Zoning
Presenter: Kimberly A. Moffett, Town Clerk & Chad Holloman, Planning Board

This was noted as a Public Hearing and the Mayor opened the hearing. Ms. Moffett stated this item was brought to the Planning Board after staff had received several phone calls in the last few months regarding the required setbacks in RA Zoning. A comparison of setbacks in other local municipalities within similar zoning districts was provided and discussed. It was the recommendation of the Planning Board that the setbacks in the RA zoning be reduced as follows:

Current Front Setback	50'	Proposed Front Setback	25'
Current Side Setback	20'	Proposed Side Setback	15'
Current Rear Setback	30'	Proposed rear Setback	25'

The floor was open for any comments. With there being none, the hearing was closed, and the item was turned over to the board for their deliberation.

ACTION: Adoption of Ordinance #2025-07-03

Motion: Mayor Pro Tem Worley
Second: Commissioner Garcia
Vote: Unanimous

10. NEW BUSINESS

- a. DEQ Appointments to Submit Claims for the Town of Micro
Presenter: Kimberly Moffett, Town Clerk
- *Jason Banks – Public Works Director*

- *Christy Thomas – Finance Officer*

Ms. Moffett shared information about process and submission changes for projects related to the DEQ. The above staff members would be authorized to submit payment claims on projects on behalf of the Town of Micro.

ACTION: Approval of Appointments

Motion: Commissioner Earp
 Second: Commissioner Garcia
 Vote: Unanimous

- b. Resolution Appointing Finance & Deputy Finance Officers – Bank Signatories
Presenter: Kimberly Moffett, Town Clerk

Ms. Moffett stated this Resolution appoints Christy Thomas as the finance officer, which authorizes her signatures and access to banking accounts/information. This resolution also appoints deputy finance officers as secondary signatures on the banking accounts. Additionally, this Resolution will rescind a previous Resolution and replaces Lisa Lee with Christy Thomas.

ACTION: Adoption of Resolution #2025-17

Motion: Commissioner Earp
 Second: Commissioner Garcia
 Vote: Unanimous

- c. Resolution – 2024 Local Water Supply Plan
Presenter: Jason Banks, Public Works Director

This Resolution adopting the 2024 Local Water Supply is a requirement of the state.

ACTION: Adoption of Resolution #2025-18

Motion: Commissioner Earp
 Second: Commissioner Garcia
 Vote: Unanimous

11. COMMISSIONER REPORTS

- a. Special Events Report
Presenter: Katy Garcia, Commissioner

Commissioner Garcia stated there were upcoming events in August. She stated the next events would be Halloween and Christmas events.

Mayor Parnell stated the community center needs appliances to be purchased and then we should be able to have a date for grand opening. Mayor Parnell also stated the spaghetti dinner fundraiser event recently held for Tim Earp was very successful and he offered his thanks to everyone who attended. Commissioner Earp offered his thanks and appreciation to Marty and Carla for all the hard work they put into making the event so large. He stated he was humbled by the turnout.

12. CLOSED SESSION

13. ADJOURNMENT

- a. Adjourn the Meeting

With there being nothing further, the meeting was adjourned at 7:45 p.m.

ACTION: Motion to Adjourn

Motion:	Commissioner Earp
Second:	Commissioner Garcia
Vote:	Unanimous

Duly adopted this the 12th day of August 2025 while in regular session.

Marty Parnell
Mayor

ATTEST:

Kimberly Moffett, CMC, NCCMC
Town Clerk

Budget vs Actual

TOWN OF MICRO
8/7/2025 12:15:20 PM

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Period Ending 6/30/2026

11 GENERAL

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
Revenues							
11-101-0003 ARPA monies moved into Account from GF	0	0.00	0.00	0.00	0.00	0.00	
11-136-0690 Due from Fund 69	0	0.00	0.00	0.00	0.00	0.00	
11-200-3311 FEMA Reimbursement	0	0.00	0.00	0.00	0.00	0.00	
11-250-1000 Fund Balance Appropriated	7,500	0.00	0.00	0.00	0.00	(7,500.00)	
11-300-0000 ****GENERAL FUND REVENUES****	0	0.00	0.00	0.00	0.00	0.00	
11-300-3100 Current Year Taxes	185,024	0.00	0.00	0.00	0.00	(185,024.00)	
11-300-3150 Prior Year Taxes	0	0.00	0.00	0.00	0.00	0.00	
11-300-3175 Tax Penalties & Interest	150	0.00	0.00	0.00	0.00	(150.00)	
11-300-3199 Vehicle Tax	20,800	0.00	0.00	0.00	0.00	(19,061.06)	8%
11-310-3230 Local Government Sales Tax	69,300	0.00	0.00	0.00	0.00	(61,931.38)	11%
11-310-3322 Beer & Wine Tax	1,900	0.00	0.00	0.00	0.00	(1,900.00)	
11-310-3324 Electricity Tax	20,000	0.00	0.00	0.00	0.00	(20,000.00)	
11-310-3325 Telecommunications Tax	700	0.00	0.00	0.00	0.00	(700.00)	
11-310-3326 Video Programming Tax	0	0.00	0.00	0.00	0.00	0.00	
11-310-3328 Solid Waste Disposal Tax	400	0.00	0.00	0.00	0.00	(400.00)	
11-330-3316 Powell Bill Allocation	12,000	0.00	0.00	0.00	0.00	(12,000.00)	
11-330-3345 Zoning Permit	800	0.00	0.00	0.00	0.00	(740.00)	8%
11-330-3850 Department of Commerce Grant	0	0.00	0.00	0.00	0.00	0.00	
11-330-3900 General Assembly Appropriation	0	0.00	0.00	0.00	0.00	0.00	
11-340-3311 FEMA Reimbursement	0	0.00	0.00	0.00	0.00	0.00	
11-350-3471 Garbage Fees	52,965	0.00	0.00	0.00	0.00	(47,283.70)	11%
11-350-3475 Household Debris	0	0.00	0.00	0.00	0.00	0.00	
11-380-3832 Clerk of Court	50	0.00	0.00	0.00	0.00	(50.00)	
11-380-3833 Police Department Donations	0	0.00	0.00	0.00	0.00	0.00	
11-380-3834 Park Grant & Donations	0	0.00	0.00	0.00	0.00	0.00	
11-380-3835 Lease Rent-US Cellular	12,000	0.00	0.00	0.00	0.00	(9,814.19)	18%

Budget vs Actual

TOWN OF MICRO
8/7/2025 12:15:20 PM

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Period Ending 6/30/2026

11 GENERAL

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
11-380-3837 ABC Board	4,595	0.00	0.00	0.00	451.26	(4,143.74)	10%
11-380-3838 Gasoline Tax	0	0.00	0.00	0.00	0.00	0.00	
11-380-3839 Miscellaneous Revenue	1,000	0.00	0.00	0.00	101.20	(898.80)	10%
11-380-3840 Gasoline Tax Refund	0	0.00	0.00	0.00	0.00	0.00	
11-380-3850 Sale of Surplus Property	0	0.00	0.00	0.00	0.00	0.00	
11-385-3831 Interest Income	200	0.00	0.00	0.00	114.36	(85.64)	57%
11-390-3930 Transfer In Special Revenue Fund	0	0.00	0.00	0.00	0.00	0.00	
11-390-3999 Fund Balance Appropriated	0	0.00	0.00	0.00	0.00	0.00	
11-612-3301 Parks and Recreation	265	0.00	0.00	0.00	0.00	(265.00)	
11-999-9999 Contingency	0	0.00	0.00	0.00	0.00	0.00	
Revenues Totals:	389,649	0.00	0.00	0.00	17,701.49	(371,947.51)	5%
Expenses							
11-101-0002 Community Building Revenue to Bring Monies In	0	0.00	0.00	0.00	0.00	0.00	
11-101-0004 ARPA monies moved out as Expenses	0	0.00	0.00	0.00	0.00	0.00	
Totals:	0	0.00	0.00	0.00	0.00	0.00	
11-410-0000 ****GOVERNING BOARD****	0	0.00	0.00	0.00	0.00	0.00	
11-410-0800 Payroll-Mayor & Commissioners	1,700	0.00	0.00	0.00	0.00	1,700.00	
11-410-0900 Payroll Taxes-Board	140	0.00	0.00	0.00	0.00	140.00	
11-410-1150 Workers Compensation	100	0.00	0.00	0.00	0.00	100.00	
11-410-3100 Travels-schools	0	0.00	0.00	0.00	0.00	0.00	
11-410-4500 General Insurance	125	0.00	0.00	0.00	0.00	125.00	
11-410-4910 Dues & Subscription	4,500	500.00	0.00	0.00	0.00	4,000.00	11%
11-410-6100 Election Costs	3,000	0.00	0.00	0.00	0.00	3,000.00	
11-410-9000 Community Support	0	0.00	0.00	0.00	0.00	0.00	
GOVERNING BODY Totals:	9,565	500.00	0.00	0.00	0.00	9,065.00	
11-420-0000 ****ADMINISTRATION****	0	0.00	0.00	0.00	0.00	0.00	

Budget vs Actual

Period Ending 6/30/2026

11 GENERAL

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
11-420-0100 Salaries	27,500	0.00	0.00	0.00	6,099.38	21,400.62	22%
11-420-0200 Salary Admin Other- Deputy Clerk	0	0.00	0.00	0.00	0.00	0.00	
11-420-0600 State Retirement - EMPLOYER CONTRIBUTION	0	0.00	0.00	0.00	0.00	0.00	
11-420-0900 Payroll Taxes	2,104	0.00	0.00	0.00	466.60	1,637.40	22%
11-420-1000 State Retirement	3,946	0.00	0.00	0.00	875.26	3,070.74	22%
11-420-1100 Health Insurance	0	0.00	0.00	0.00	0.00	0.00	
11-420-1150 Workers' Comp. Insurance	1,000	0.00	0.00	0.00	0.00	1,000.00	
11-420-1800 Accounting Fees	0	0.00	0.00	0.00	0.00	0.00	
11-420-1850 Audit	15,000	318.65	0.00	0.00	0.00	14,681.35	2%
11-420-1900 Legal	7,000	71.00	0.00	0.00	0.00	6,929.00	1%
11-420-2000 Salaries-Part-Time	0	0.00	0.00	0.00	0.00	0.00	
11-420-2600 Office Supplies	3,500	280.11	0.00	0.00	291.11	2,928.78	16%
11-420-2900 Departmental Supplies	2,000	250.00	0.00	0.00	0.00	1,750.00	13%
11-420-2920 Contracted Services	30,000	10,000.00	0.00	0.00	2,162.93	17,837.07	41%
11-420-3100 Travel-Schools	1,000	0.00	0.00	0.00	0.00	1,000.00	
11-420-3200 Telephone	1,800	750.00	0.00	0.00	0.00	1,050.00	42%
11-420-3250 Postage	500	0.00	0.00	0.00	0.00	500.00	
11-420-3251 Post Office Box Rent	150	0.00	0.00	0.00	0.00	150.00	
11-420-3300 Utilities	2,300	0.00	0.00	0.00	325.02	1,974.98	14%
11-420-3700 Advertising	500	0.00	0.00	0.00	0.00	500.00	
11-420-3800 Computer Support	16,000	1,478.22	0.00	0.00	659.07	13,862.71	13%
11-420-4500 General Insurance	6,000	0.00	0.00	0.00	5,829.75	170.25	97%
11-420-4501 Employee Bonding	1,000	0.00	0.00	0.00	0.00	1,000.00	
11-420-4900 Tax Collection Expense	4,012	0.00	0.00	0.00	26.08	3,985.92	1%
11-420-4950 Bank Charges	250	0.00	0.00	0.00	0.00	250.00	
11-420-7100 USDA Loan Principal	14,000	0.00	0.00	0.00	0.00	14,000.00	
11-420-7200 USDA Loan Interest	950	0.00	0.00	0.00	0.00	950.00	

Budget vs Actual

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Period Ending 6/30/2026

11 GENERAL

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
11-420-9999 Contingency	51,815	0.00	0.00	0.00	0.00	51,815.00	
ADMINISTRATION Totals:	192,327	13,147.98	0.00	0.00	16,735.20	162,443.82	16%
11-430-0000 ****POLICE****	0	0.00	0.00	0.00	0.00	0.00	
11-430-0100 Salaries	0	0.00	0.00	0.00	0.00	0.00	
11-430-0200 Salaries-Part-Time	0	0.00	0.00	0.00	0.00	0.00	
11-430-0400 Police Separation Allowance	0	0.00	0.00	0.00	0.00	0.00	
11-430-0600 Police 401K	0	0.00	0.00	0.00	0.00	0.00	
11-430-0900 Payroll Taxes	0	0.00	0.00	0.00	0.00	0.00	
11-430-1000 State Retirement	0	0.00	0.00	0.00	0.00	0.00	
11-430-1100 Health Insurance	0	0.00	0.00	0.00	0.00	0.00	
11-430-1150 Workers Compensation	0	0.00	0.00	0.00	0.00	0.00	
11-430-2500 Gasoline & Fuel Oil-Vehicles	250	0.00	0.00	0.00	0.00	250.00	
11-430-2600 Office Supplies	0	0.00	0.00	0.00	0.00	0.00	
11-430-2900 Departmental Supplies	0	0.00	0.00	0.00	0.00	0.00	
11-430-2950 Uniforms & Boots	0	0.00	0.00	0.00	0.00	0.00	
11-430-3100 Travel-Schools	0	0.00	0.00	0.00	0.00	0.00	
11-430-3200 Telephone	900	0.00	0.00	0.00	0.00	900.00	
11-430-3300 Utilities	1,000	0.00	0.00	0.00	106.54	893.46	11%
11-430-3500 Repairs & Maintenance-Vehicles & Trucks	1,000	32.14	0.00	0.00	0.00	967.86	3%
11-430-3550 Repairs & Maintenance-Equipment	0	0.00	0.00	0.00	0.00	0.00	
11-430-3575 Repairs & Maintenance-Buildings	1,000	0.00	0.00	0.00	0.00	1,000.00	
11-430-3800 Computer Support	0	0.00	0.00	0.00	0.00	0.00	
11-430-4500 General Insurance	3,000	0.00	0.00	0.00	0.00	3,000.00	
11-430-5500 Capital Outlay	0	0.00	0.00	0.00	0.00	0.00	
11-430-7100 USDA Loan Payment-Principal	0	0.00	0.00	0.00	0.00	0.00	
11-430-7200 USDA Loan Interest Expense	0	0.00	0.00	0.00	0.00	0.00	

Budget vs Actual

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Period Ending 6/30/2026

11 GENERAL

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
11-434-0000 ****FIRE DEPARTMENT****	0	0.00	0.00	0.00	0.00	0.00	
11-434-6900 Fire Department Tax	39,827	0.00	0.00	0.00	0.00	39,827.00	
11-450-0000 ****STREETS****	0	0.00	0.00	0.00	0.00	0.00	
11-450-0100 Salaries	36,000	0.00	0.00	0.00	5,768.16	30,231.84	16%
11-450-0200 Salaries-Part-Time	0	0.00	0.00	0.00	0.00	0.00	
11-450-0500 RR Crossing Gates	0	0.00	0.00	0.00	0.00	0.00	
11-450-0900 Payroll Taxes	2,754	0.00	0.00	0.00	441.24	2,312.76	16%
11-450-1000 State Retirement	5,166	0.00	0.00	0.00	827.73	4,338.27	16%
11-450-1100 Health Insurance	12,600	0.00	0.00	0.00	1,721.80	10,878.20	14%
11-450-1150 Workers Compensation	3,000	0.00	0.00	0.00	0.00	3,000.00	
11-450-2500 Gasoline & Fuel Oil- Vehicles	1,600	180.53	0.00	0.00	288.74	1,130.73	29%
11-450-2550 Gasoline & Fuel Oil-Equipment	1,000	0.00	0.00	0.00	0.00	1,000.00	
11-450-2900 Departmental Supplies	1,000	500.00	0.00	0.00	0.00	500.00	50%
11-450-2950 Uniforms & Boots	0	0.00	0.00	0.00	0.00	0.00	
11-450-2999 Christmas Expense	1,800	317.26	0.00	0.00	98.16	1,384.58	23%
11-450-3300 Utilities	400	0.00	0.00	0.00	65.42	334.58	16%
11-450-3350 Street Lights	10,300	0.00	0.00	0.00	967.23	9,332.77	9%
11-450-3500 Repairs & Maintenance-Vehicles & Trucks	1,800	0.00	0.00	0.00	0.00	1,800.00	
11-450-3550 Repairs & Maintenance-Equipment	2,000	500.00	0.00	0.00	0.00	1,500.00	25%
11-450-3575 Repairs & Maintenance-Buildings	1,250	0.00	0.00	0.00	0.00	1,250.00	
11-450-3900 Inmate Service Program	0	0.00	0.00	0.00	0.00	0.00	
11-450-5500 Capital Outlay	12,000	0.00	0.00	0.00	0.00	12,000.00	
11-450-6000 Powell Bill Expenditures	0	1,179.40	0.00	0.00	980.00	(2,159.40)	
11-450-6950 FEMA Grant Expenditures	0	0.00	0.00	0.00	0.00	0.00	
11-470-0000 ****SANITATION****	0	0.00	0.00	0.00	0.00	0.00	
11-470-3350 Utilities - Dump Site	500	0.00	0.00	0.00	81.32	418.68	16%

Budget vs Actual

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Period Ending 6/30/2026

11 GENERAL

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
11-470-4990 Garbage Pick-up Contract	40,660	0.00	0.00	0.00	0.00	40,660.00	
11-470-4995 Johnston County Landfill Fees	0	0.00	0.00	0.00	0.00	0.00	
11-612-0000 *****RECREATION*****	0	0.00	0.00	0.00	0.00	0.00	
11-612-3300 Utilities	1,200	150.00	0.00	0.00	114.11	935.89	22%
11-612-3302 Parks and Recreation	250	0.00	0.00	0.00	0.00	250.00	
11-612-3550 Repairs & Maintenance-Equipment	500	0.00	0.00	0.00	0.00	500.00	
11-612-3575 Repairs & Maintenance-Buildings	5,000	0.00	0.00	0.00	48.28	4,951.72	1%
Totals:	187,757	2,859.33	0.00	0.00	11,508.73	173,388.94	8%
Expenses Totals:	389,649	16,507.31	0.00	0.00	28,243.93	344,897.76	11%
11 GENERAL Revenues Over/(Under) Expenses:			0.00	0.00	(10,542.44)		

Budget vs Actual

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Period Ending 6/30/2026

31 WATER & SEWER									
Description		Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent	
Revenues									
31-136-0000 Due From Other Funds		0	0.00	0.00	0.00	0.00	0.00	0.00	
31-500-0000 ****WATER & SEWER REVENUES****		0	0.00	0.00	0.00	0.00	0.00	0.00	
31-500-1000 Fund Balance Appropriated		0	0.00	0.00	0.00	0.00	0.00	0.00	
31-500-3713 Water Fees		244,227	0.00	0.00	0.00	20,057.95	(224,169.05)		8%
31-500-3715 Water Taps		1,500	0.00	0.00	0.00	0.00	(1,500.00)		
31-500-3716 Water Meters		0	0.00	0.00	0.00	0.00	0.00		
31-500-3720 Water Admin. Fees		1,200	0.00	0.00	0.00	150.00	(1,050.00)		13%
31-500-3725 Reconnect Fees		500	0.00	0.00	0.00	83.13	(416.87)		17%
31-500-3735 Returned Check Fees		100	0.00	0.00	0.00	0.00	(100.00)		
31-500-3930 Transfer from Special Revenue Fund		0	0.00	0.00	0.00	0.00	0.00		
31-555-3714 Sewer Fees		306,450	0.00	0.00	0.00	24,570.97	(281,879.03)		8%
31-555-3715 Sewer Taps		0	0.00	0.00	0.00	0.00	0.00		
31-555-3730 Late Fees		5,000	0.00	0.00	0.00	1,824.04	(3,175.96)		36%
31-595-3831 Interest Earned		300	0.00	0.00	0.00	16.26	(283.74)		5%
31-599-3311 FEMA Grants		0	0.00	0.00	0.00	0.00	0.00		
31-599-3839 Miscellaneous		0	0.00	0.00	0.00	0.00	0.00		
31-599-4000 Insurance Proceeds		0	0.00	0.00	0.00	0.00	0.00		
Revenues Totals:		559,277	0.00	0.00	0.00	46,702.35	(512,574.65)		8%
Expenses									
31-710-0000 ****WATER & SEWER ADMIN****		0	0.00	0.00	0.00	0.00	0.00		
31-710-0100 Salaries-Deputy Town Clerk		27,500	0.00	0.00	0.00	2,125.51	25,374.49		8%
31-710-0150 Accrued Vacation Pay Adjustment		0	0.00	0.00	0.00	0.00	0.00		
31-710-0900 Payroll Taxes-Admin		2,104	0.00	0.00	0.00	162.60	1,941.40		8%
31-710-1000 Retirement Expense		3,946	0.00	0.00	0.00	305.02	3,640.98		8%

Budget vs Actual

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31 WATER & SEWER

Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent
31-710-1100 Health Ins	0	0.00	0.00	0.00	0.00	0.00	
31-710-1150 Workers' Comp Insurance	1,500	0.00	0.00	0.00	0.00	1,500.00	
31-710-1800 Accounting Fees	0	0.00	0.00	0.00	0.00	0.00	
31-710-1850 Audit	15,000	0.00	0.00	0.00	0.00	15,000.00	
31-710-1900 Legal	1,000	0.00	0.00	0.00	0.00	1,000.00	
31-710-2600 Office Supplies	1,000	280.11	0.00	0.00	30.11	689.78	31%
31-710-2900 Departmental Supplies	2,200	0.00	0.00	0.00	0.00	2,200.00	
31-710-2920 Contracted Services	40,000	17,500.00	0.00	0.00	3,662.93	18,837.07	53%
31-710-3100 Schools-Training	600	50.00	0.00	0.00	50.00	500.00	17%
31-710-3200 Telephone & Internet	2,000	750.00	0.00	0.00	0.00	1,250.00	38%
31-710-3300 Utilities	2,000	0.00	0.00	0.00	325.03	1,674.97	16%
31-710-3700 Advertising	300	0.00	0.00	0.00	0.00	300.00	
31-710-3800 Computer Support	14,000	5,565.29	0.00	0.00	659.07	7,775.64	44%
31-710-4500 General Insurance	6,300	0.00	0.00	0.00	5,829.74	470.26	93%
31-710-4950 Bank & Charge Card Fees	1,000	0.00	0.00	0.00	0.00	1,000.00	
31-710-4955 Bad Debts	0	0.00	0.00	0.00	0.00	0.00	
31-710-5500 Capital Outlay	0	0.00	0.00	0.00	0.00	0.00	
31-710-9999 Contingency	0	0.00	0.00	0.00	0.00	0.00	
31-730-0000 ****WATER OPERATIONS****	0	0.00	0.00	0.00	0.00	0.00	
31-730-0100 Salaries	29,500	0.00	0.00	0.00	2,596.14	26,903.86	9%
31-730-0150 Accrued Vacation Pay	0	0.00	0.00	0.00	0.00	0.00	
Adjustments							
31-730-0900 Payroll Taxes	2,257	0.00	0.00	0.00	198.60	2,058.40	9%
31-730-1000 Retirement Expense	4,233	0.00	0.00	0.00	372.54	3,860.46	9%
31-730-1100 Health Insurance	6,900	0.00	0.00	0.00	699.39	6,200.61	10%
31-730-2500 Gasoline & Fuel Oil- Vehicles	1,600	99.42	0.00	0.00	76.08	1,424.50	11%
31-730-2550 Gasoline & Fuel Oil- Equipment	750	0.00	0.00	0.00	0.00	750.00	
31-730-2900 Departmental Supplies	4,000	320.72	0.00	0.00	0.00	3,679.28	8%
31-730-2950 Uniforms	750	0.00	0.00	0.00	0.00	750.00	

Budget vs Actual

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31 WATER & SEWER									
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent		
31-730-2975 Water Purchase Johnston County	7,700	0.00	0.00	0.00	0.00	7,700.00			
31-730-3300 Utilities-Wells	6,500	0.00	0.00	0.00	907.21	5,592.79	14%		
31-730-3500 Repairs & Maintenance-Vehicles & Trucks	1,300	0.00	0.00	0.00	0.00	1,300.00			
31-730-3550 Repairs & Maintenance-Equipment	15,000	0.00	0.00	0.00	0.00	15,000.00			
31-730-3575 Repairs & Maintenance-Buildings	500	0.00	0.00	0.00	0.00	500.00			
31-730-3580 Repairs & Maintenance- Water Lines	65,000	2,310.35	0.00	0.00	0.00	62,689.65	4%		
31-730-3581 Repairs & Maintenance- Water Tank	9,000	0.00	0.00	0.00	0.00	9,000.00			
31-730-3588 Repairs & Maintenance- Well	10,000	0.00	0.00	0.00	0.00	10,000.00			
31-730-4600 Water Testing- Environment	4,000	500.00	0.00	0.00	0.00	3,500.00	13%		
31-730-4910 Dues & Permits	1,000	0.00	0.00	0.00	0.00	1,000.00			
31-730-5500 Capital Outlay	0	0.00	0.00	0.00	0.00	0.00			
31-730-6950 FEMA Grant Expenditures	0	0.00	0.00	0.00	0.00	0.00			
31-740-0000 *****SEWER OPERATIONS*****	0	0.00	0.00	0.00	0.00	0.00			
31-740-0100 Salaries	29,500	0.00	0.00	0.00	2,596.14	26,903.86	9%		
31-740-0150 Accrued Vacation Pay Adjustment	0	0.00	0.00	0.00	0.00	0.00			
31-740-0900 Payroll Taxes	2,257	0.00	0.00	0.00	198.60	2,058.40	9%		
31-740-1000 Retirement Expense	4,233	0.00	0.00	0.00	372.54	3,860.46	9%		
31-740-1100 Health Insurance	6,900	0.00	0.00	0.00	699.37	6,200.63	10%		
31-740-1875 Engineering Fees	2,000	0.00	0.00	0.00	0.00	2,000.00			
31-740-2500 Gasoline & Fuel Oil- Vehicles	1,500	0.00	0.00	0.00	0.00	1,500.00			
31-740-2550 Gasoline & Fuel Oil- Equipment	585	0.00	0.00	0.00	0.00	585.00			
31-740-2900 Departmental Supplies	1,100	470.71	0.00	0.00	0.00	629.29	43%		
31-740-2950 Uniforms	750	0.00	0.00	0.00	0.00	750.00			

Budget vs Actual

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Period Ending 6/30/2026

31 WATER & SEWER									
Description	Budget	Encumbrance	MTD	QTD	YTD	Variance	Percent		
31-740-3300 Utilities- Lift Stations	9,000	0.00	0.00	0.00	1,374.97	7,625.03	15%		
31-740-3500 Repairs & Maintenance- Vehicles & Trucks	500	0.00	0.00	0.00	0.00	500.00			
31-740-3550 Repairs & Maintenance- Equipment	8,000	0.00	0.00	0.00	0.00	8,000.00			
31-740-3575 Repairs & Maintenance- Buildings	500	0.00	0.00	0.00	0.00	500.00			
31-740-3585 Repairs & Maintenance- Sewer Lines	10,000	1,243.00	0.00	0.00	0.00	8,757.00	12%		
31-740-3588 Repairs & Maintenance- Lift Stations	10,000	1,243.00	0.00	0.00	0.00	8,757.00	12%		
31-740-4910 Dues & Permits	1,000	0.00	0.00	0.00	0.00	1,000.00			
31-740-4999 Sewer Treatment Fees- Town of Kenly	140,000	50,000.00	0.00	0.00	8,499.77	81,500.23	42%		
31-740-5500 Capital Outlay	0	0.00	0.00	0.00	0.00	0.00			
31-740-6900 CSX-Railroad	1,910	0.00	0.00	0.00	0.00	1,910.00			
31-740-7100 Principal on FHA Loan	16,000	0.00	0.00	0.00	0.00	16,000.00			
31-740-7200 FHA Interest Expense USDA Interest	12,950	0.00	0.00	0.00	0.00	12,950.00			
31-740-8100 SCADA	8,000	0.00	0.00	0.00	0.00	8,000.00			
31-740-8500 Violations	0	0.00	0.00	0.00	0.00	0.00			
31-740-8888 Depreciation	0	0.00	0.00	0.00	0.00	0.00			
31-999-9999 Contingency	2,152	0.00	0.00	0.00	0.00	2,152.00			
Totals:	559,277	80,332.60	0.00	0.00	31,741.36	447,203.04	20%		
Expenses Totals:	559,277	80,332.60	0.00	0.00	31,741.36	447,203.04	20%		
31 WATER & SEWER Revenues Over/(Under) Expenses:			0.00	0.00	14,960.99				

GL Account History Summary

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Account Range: 11-100-0000 Cash - KS Bank General - 11-100-0000 Cash - KS Bank General

Date Range: 7/1/2025 - 7/31/2025

GL Account - 11-100-0000 Cash - KS Bank General

Date	Description	Source	Debits	Credits	Date
Fiscal Period - Fiscal Year 25-26		Beg Balance	\$313,864.18	\$0.00	
07/01/2025	UB Pay	UB PM	\$132.00	\$0.00	07/01/2025
07/02/2025	UB Pay	UB PM	\$271.94	\$0.00	07/02/2025
07/03/2025	BCBS June 2025	GL CD	\$0.00	\$858.15	07/30/2025
07/03/2025	Jo Co ABC Board	GL CR	\$451.26	\$0.00	07/03/2025
07/03/2025	UB Pay	UB PM	\$241.29	\$0.00	07/03/2025
07/03/2025	US Cellular Rent June 2025	GL CR	\$1,076.75	\$0.00	07/03/2025
07/07/2025	Duke Energy Comm. Bldg	GL CD	\$0.00	\$47.90	07/10/2025
07/07/2025	Duke Energy July 2025	GL CD	\$0.00	\$333.08	07/03/2025
07/07/2025	Orbit June 2025	GL CD	\$0.00	\$1,262.24	07/31/2025
07/07/2025	UB Pay	UB PM	\$330.00	\$0.00	07/07/2025
07/07/2025	UB Pay	UB PM	\$779.00	\$0.00	07/07/2025
07/07/2025	Void-Zoning permit Tyler Mitchell	GL CR	\$0.00	\$30.00	07/07/2025
07/07/2025	Zoning permit Steven Mauro	GL CR	\$30.00	\$0.00	07/07/2025
07/07/2025	Zoning permit Tyler Mitchell	GL CR	\$30.00	\$0.00	07/07/2025
07/08/2025	UB Pay	UB PM	\$154.00	\$0.00	07/08/2025
07/09/2025	De Lage June & July 2025	GL CD	\$0.00	\$278.62	07/10/2025
07/09/2025	State Tax Payment June 2025	GL CD	\$0.00	\$181.40	08/04/2025
07/09/2025	State W/H June 2025	GL CD	\$0.00	\$181.40	07/28/2025
07/09/2025	UB Pay	UB PM	\$198.00	\$0.00	07/09/2025
07/10/2025	UB Pay	UB PM	\$319.00	\$0.00	07/10/2025
07/10/2025	UB Pay	UB PM	\$12.34	\$0.00	07/10/2025
07/11/2025	PR Post Checks	PR CK	\$0.00	\$2,373.12	07/08/2025
07/14/2025	Fed 69/22/25-7/5/25	GL CD	\$0.00	\$446.32	07/28/2025
07/14/2025	Federal Tax Deposit 6/22-7/5/2025	GL CD	\$0.00	\$446.32	08/04/2025
07/14/2025	NC DEPARTMENT OF REVENUE	AP CK	\$0.00	\$21.50	07/14/2025
07/14/2025	UB Pay	UB PM	\$735.84	\$0.00	07/14/2025
07/15/2025	Sales and Use May 2025	GL CR	\$7,368.62	\$0.00	07/23/2025
07/15/2025	UB Pay	UB PM	\$571.55	\$0.00	07/15/2025
07/16/2025	BIG BOY'S TRUCK STOP	AP CK	\$0.00	\$92.72	07/16/2025
07/16/2025	CENTRAL PINES REGIONAL COUNCIL	AP CK	\$0.00	\$7,398.42	07/16/2025
07/16/2025	CLEGG'S TERMITE & PEST CONTROL	AP CK	\$0.00	\$15.00	07/16/2025
07/16/2025	HEWETT LAW GROUP, P.A.	AP CK	\$0.00	\$200.00	07/16/2025
07/16/2025	NC INTERLOCAL RISK MGMT AGENCY	AP CK	\$0.00	\$5,829.75	07/16/2025
07/16/2025	UB Pay	UB PM	\$147.58	\$0.00	07/16/2025
07/16/2025	UB PayVoid	UB PV	\$0.00	\$22.00	08/05/2025
07/16/2025	VC3, INC.	AP CK	\$0.00	\$149.76	07/16/2025

GL Account History Summary

TOWN OF MICRO

8/7/2025 12:05 PM

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Account Range: 11-100-0000 Cash - KS Bank General - 11-100-0000 Cash - KS Bank General

Date Range: 7/1/2025 - 7/31/2025

GL Account - 11-100-0000 Cash - KS Bank General					
Date	Description	Source	Debits	Credits	Date
07/16/2025	VISA	AP CK	\$0.00	\$1,065.81	07/16/2025
07/17/2025	Column Credit Inv. 29A73443-0009	GL CR	\$51.20	\$0.00	07/23/2025
07/17/2025	UB Pay	UB PM	\$44.00	\$0.00	07/17/2025
07/21/2025	UB Pay	UB PM	\$190.01	\$0.00	07/21/2025
07/21/2025	UB Pay	UB PM	\$22.00	\$0.00	07/22/2025
07/22/2025	UB PayOPA	UB PM	\$107.40	\$0.00	07/22/2025
07/24/2025	BIG BOY'S TRUCK STOP	AP CK	\$0.00	\$189.55	07/24/2025
07/24/2025	Notary, Permits & Cash Admin Fee	GL CR	\$80.00	\$0.00	08/04/2025
07/24/2025	UB Pay	UB PM	\$65.75	\$0.00	07/24/2025
07/25/2025	PR Post Checks	PR CK	\$0.00	\$3,537.37	07/21/2025
07/28/2025	UB Pay	UB PM	\$401.09	\$0.00	07/28/2025
07/29/2025	UB Pay	UB PM	\$88.96	\$0.00	07/29/2025
07/29/2025	US Cellular- Lease Rent July 2025	GL CR	\$1,109.06	\$0.00	07/30/2025
07/30/2025	Bank Recon Transfer Between Bank Accounts	GL GJ	\$0.00	\$3,665.36	08/05/2025
07/30/2025	Reverse Batch 137008	GL GJ	\$3,665.36	\$0.00	08/05/2025
07/30/2025	UB Pay	UB PM	\$287.33	\$0.00	07/30/2025
07/31/2025	BIG BOY'S TRUCK STOP	AP CK	\$0.00	\$99.19	07/31/2025
07/31/2025	CHRISTY THOMAS	AP CK	\$0.00	\$32.14	07/31/2025
07/31/2025	DUKE ENERGY PROGRESS	AP CK	\$0.00	\$32.74	07/31/2025
07/31/2025	Kimberly A Moffett	AP CK	\$0.00	\$2,137.50	07/31/2025
07/31/2025	UB Pay	UB PM	\$77.00	\$0.00	07/31/2025
07/31/2025	VC3, INC.	AP CK	\$0.00	\$547.66	07/31/2025
Transaction Totals			\$19,038.33	\$31,475.02	
**	End Balance		\$301,427.49	\$0.00	**

GL Account History Summary

TOWN OF MICRO

8/7/2025 12:06 PM

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Account Range: 31-100-0000 Cash - KS Bank General - 31-100-0000 Cash - KS Bank General

Date Range: 7/1/2025 - 7/31/2025

GL Account - 31-100-0000 Cash - KS Bank General

Date	Description	Source	Debits	Credits	Date
Fiscal Period - Fiscal Year 25-26		Beg Balance	\$218,834.75	\$0.00	
07/01/2025	UB DepApp	UB DA	\$100.00	\$100.00	07/01/2025
07/01/2025	UB Pay	UB PM	\$740.12	\$0.00	07/01/2025
07/01/2025	UB PayOPR	UB PM	\$0.54	\$0.00	07/01/2025
07/02/2025	UB Pay	UB PM	\$1,684.54	\$0.00	07/02/2025
07/02/2025	UB PayOPR	UB PM	\$0.09	\$0.00	07/02/2025
07/03/2025	BCBS June 2025	GL CD	\$0.00	\$702.13	07/30/2025
07/03/2025	UB Pay	UB PM	\$2,395.16	\$0.00	07/03/2025
07/03/2025	UB PayOPR	UB PM	\$0.79	\$0.00	07/03/2025
07/07/2025	Duke Energy July 2025	GL CD	\$0.00	\$144.76	07/03/2025
07/07/2025	Duke Energy July 2025	GL CD	\$0.00	\$1,108.05	07/03/2025
07/07/2025	Orbit June 2025	GL CD	\$0.00	\$1,186.99	07/31/2025
07/07/2025	UB Pay	UB PM	\$2,086.55	\$0.00	07/07/2025
07/07/2025	UB Pay	UB PM	\$4,726.89	\$0.00	07/07/2025
07/07/2025	UB PayOPR	UB PM	\$371.00	\$0.00	07/07/2025
07/08/2025	Duke Energy July 8, 2025	GL CD	\$0.00	\$45.44	07/03/2025
07/08/2025	UB Pay	UB PM	\$1,187.32	\$0.00	07/08/2025
07/09/2025	State Tax Payment June 2025	GL CD	\$0.00	\$190.60	08/04/2025
07/09/2025	State W/H June 2025	GL CD	\$0.00	\$190.60	07/28/2025
07/09/2025	UB Pay	UB PM	\$1,646.40	\$0.00	07/09/2025
07/09/2025	UB PayOPR	UB PM	\$4.84	\$0.00	07/09/2025
07/10/2025	UB Pay	UB PM	\$2,181.44	\$0.00	07/10/2025
07/10/2025	UB PayOPR	UB PM	\$2.18	\$0.00	07/10/2025
07/11/2025	PR Post Checks	PR CK	\$0.00	\$2,232.96	07/08/2025
07/14/2025	Fed 69/22/25-7/5/25	GL CD	\$0.00	\$488.51	07/28/2025
07/14/2025	Federal Tax Deposit 6/22-7/5/2025	GL CD	\$0.00	\$488.51	08/04/2025
07/14/2025	NC DEPARTMENT OF REVENUE	AP CK	\$0.00	\$21.50	07/14/2025
07/14/2025	UB Pay	UB PM	\$4,676.24	\$0.00	07/14/2025
07/14/2025	UB Pay	UB PM	\$110.94	\$0.00	07/14/2025
07/14/2025	UB PayOPR	UB PM	\$0.84	\$0.00	07/14/2025
07/15/2025	UB Pay	UB PM	\$7,378.99	\$0.00	07/15/2025
07/15/2025	UB PayOPR	UB PM	\$25.26	\$0.00	07/15/2025
07/16/2025	CENTRAL PINES REGIONAL COUNCIL	AP CK	\$0.00	\$7,398.42	07/16/2025
07/16/2025	CLEGG'S TERMITE & PEST CONTROL	AP CK	\$0.00	\$15.00	07/16/2025
07/16/2025	JOHNSTON COUNTY UTILITY DEPT.	AP CK	\$0.00	\$646.68	07/16/2025
07/16/2025	NC INTERLOCAL RISK MGMT AGENCY	AP CK	\$0.00	\$5,829.74	07/16/2025
07/16/2025	Pioneer Research	AP CK	\$0.00	\$2,286.00	07/16/2025

GL Account History Summary

TOWN OF MICRO

8/7/2025 12:06 PM

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Account Range: 31-100-0000 Cash - KS Bank General - 31-100-0000 Cash - KS Bank General

Date Range: 7/1/2025 - 7/31/2025

GL Account - 31-100-0000 Cash - KS Bank General

Date	Description	Source	Debits	Credits	Date
07/16/2025	PUBLIC UTILITY SOLUTIONS	AP CK	\$0.00	\$2,520.00	07/16/2025
07/16/2025	UB Pay	UB PM	\$1,781.39	\$0.00	07/16/2025
07/16/2025	UB Pay	UB PM	\$54.00	\$0.00	07/16/2025
07/16/2025	UB PayOPA	UB PM	\$0.39	\$0.39	07/16/2025
07/16/2025	UB PayOPR	UB PM	\$111.11	\$0.00	07/16/2025
07/16/2025	UB PayVoid	UB PV	\$0.00	\$26.17	08/05/2025
07/16/2025	VC3, INC.	AP CK	\$0.00	\$149.76	07/16/2025
07/16/2025	VISA	AP CK	\$0.00	\$485.35	07/16/2025
07/17/2025	UB DepRec	UB DP	\$175.00	\$0.00	07/17/2025
07/17/2025	UB ManPay	UB PM	\$75.00	\$0.00	07/17/2025
07/17/2025	UB Pay	UB PM	\$545.08	\$0.00	07/17/2025
07/17/2025	UB PayOPR	UB PM	\$11.43	\$0.00	07/17/2025
07/21/2025	UB Pay	UB PM	\$1,678.86	\$0.00	07/21/2025
07/21/2025	UB Pay	UB PM	\$269.05	\$0.00	07/22/2025
07/21/2025	UB PayOPR	UB PM	\$109.00	\$0.00	07/21/2025
07/22/2025	UB PayOPA	UB PM	\$547.41	\$654.81	07/22/2025
07/24/2025	NCWTFO CERTIFICATION BOARD	AP CK	\$0.00	\$50.00	07/24/2025
07/24/2025	Notary, Permits & Cash Admin Fee	GL CR	\$75.00	\$0.00	08/04/2025
07/24/2025	UB Pay	UB PM	\$2,136.58	\$0.00	07/24/2025
07/25/2025	PR Post Checks	PR CK	\$0.00	\$1,728.76	07/21/2025
07/28/2025	UB Pay	UB PM	\$3,143.99	\$0.00	07/28/2025
07/28/2025	UB PayOPR	UB PM	\$0.18	\$0.00	07/28/2025
07/29/2025	UB Pay	UB PM	\$749.76	\$0.00	07/29/2025
07/30/2025	UB Pay	UB PM	\$1,808.96	\$0.00	07/30/2025
07/31/2025	BIG BOY'S TRUCK STOP	AP CK	\$0.00	\$76.08	07/31/2025
07/31/2025	CHRISTY THOMAS	AP CK	\$0.00	\$32.14	07/31/2025
07/31/2025	Ken Wall	AP CK	\$0.00	\$1,500.00	07/31/2025
07/31/2025	Kimberly A Moffett	AP CK	\$0.00	\$2,137.50	07/31/2025
07/31/2025	TOWN OF KENLY WATER DEPT.	AP CK	\$0.00	\$8,499.77	07/31/2025
07/31/2025	UB Pay	UB PM	\$460.18	\$0.00	07/31/2025
07/31/2025	VC3, INC.	AP CK	\$0.00	\$547.64	07/31/2025
Transaction Totals			\$43,052.50	\$41,484.26	
**	End Balance		\$220,402.99	\$0.00	**



TOWN OF MICRO
PO Box 9
450 US Highway 301 N
Micro, NC 27555
Office: 919-284-2572

SPECIAL USE PERMIT APPLICATION

\$250 fee + any applicable zoning fee(s)



New Special Use Permit



Modification to Previously Approved SUP

SITE INFORMATION:

Name of Project: Snout & About Dog Boarding
Acreage of Property: 1.48 acres Zoning District: RAG
County Tag #: 100070641 NC Pin #: _____
Address/Location: 528 Watson Rd. Selma, NC 27576
Existing Use: Single Family home

APPLICANT INFORMATION:

Applicant: Diana Powell
Mailing Address: 528 Watson Rd Selma, NC 27576
Phone: 631.455.8000
Contact Person Name: Diana Powell Phone: 631.455.8000
Email: dcpowell76@gmail.com

OFFICE USE ONLY:

Date Received: 7/8/25 Amount Paid: \$250⁰⁰ File Number: 2025-14-SUP

REQUIRED FINDINGS OF FACT:

Section 2-105-6 of the Town of Micro Zoning Ordinance requires applications for a Special Use Permit address the following findings. The burden is on the applicant and failure to adequately address the findings may result in denial of the application. Please attach additional sheets if necessary.

1. The proposed use and development comply with the applicable regulations of this Ordinance.

Yes, the dog boarding facility complies with the applicable regulations of this ordinance.

2. The proposed use and improvements are compatible with the character of the surrounding area and the capacity of neighboring lands to develop as permitted in the applicable zoning district.

Yes, the proposed use/improvements are compatible with the character of the surrounding area and the capacity of neighboring lands.

3. The proposed use will have minimal adverse impact on surrounding land with regard to service delivery, traffic circulation, aesthetics, odor, noise, glare, and vibration.

Yes, the Facility will have minimal adverse impact on surrounding land as I own the residence next to farmland (acreage) non-occupied, neighbors are well over the 100 ft requirement and residence includes long driveway and two entrances.

8. The use complies with other applicable town, state, and federal laws regulating development of land within the Town's jurisdiction.

Yes the use complies with other applicable
laws.

PROCEDURE INFORMATION:

Applications for Special Use Permits shall be referred to the Planning Board. The Planning Board will report on its recommendation to the Board of Commissioners. After notice has been given pursuant to Section 2-103-2, a **quasi-judicial*** hearing shall be held pursuant to Section 2-104. Required mailed notice shall be sent to the owners of property within a 100' radius subject parcel boundary lines. A simple majority of the Board of Commissioners is required for approval of a Special Use Permit. Conditions for approval, if any, shall be specified in the motion and on the permit.

**A quasi-judicial hearing resembles a court trial where testimony is presented. Citizens may give testimony in a quasi-judicial hearing after they have taken an oath. The Board of Commissioners acts like a court of law and receives only sworn testimony and other credible evidence. In addition, the Board of Commissioners must make findings of fact based upon the evidence presented. The Board of Commissioners refrains from "ex parte communication" about these cases, as the Town Council must decide based solely on the evidence presented at the hearing itself.*

APPLICANT AFFIDAVIT:

I/We, the undersigned, do hereby make application and petition to the Board of Commissioners of the Town of Micro to approve the Special Use Permit. I hereby certify that I have full legal right to request such action and that the statements and/or information made herein or any plans submitted are true and correct to the best of my knowledge. I understand this application and any related material become official records of the Town of Micro, North Carolina.

Diana Powell
Print Name

Diana Powell
Signature

7/7/25
Date

OWNERS CONSENT FORM

Consent is required from the property owner(s) if an agent/applicant will act on their behalf. A separate form is required for each owner.

Project Name: _____ Address or PIN#: _____

AGENT/APPLICATION INFORMATION:

(Name – please type or print clearly)

(Address)

(City, State & Zip)

I hereby give CONSENT to the above referenced agent/applicant to act on my behalf, to submit applications and all required documents and materials, and to attend and represent me at all meetings and public hearings pertaining to the following process:

[] Special Use Permit [] Other If Other Indicate: _____

Furthermore, I hereby give consent to the party designated above to agree to all terms and conditions which may arise as part of the approval of this application.

I hereby certify that I have authority to execute this consent form as/on behalf of the property owner. I understand that any false, inaccurate or incomplete information provided by me, or my agent will result in the denial, revocation or administrative withdrawal of the application, request, approval or permit. I further agree to all terms and conditions that may be imposed as part of the approval process of this application.

OWNER AUTHORIZATION:

(Name – please type or print clearly) (Address)

(Signature)

(City, State & Zip)

NOTARY:

STATE OF _____ COUNTY OF _____

Sworn to and subscribed before me _____, a Notary Public for the above State and County, this the _____ day of _____, 2022.

SEAL

Notary Public Signature

My Commission Expires: _____

Merchant Administration Area

Your transaction for 250.00 was
successful.

Order ID: 2025070818042928210
Name: DIANA POWELL
Credit Card: 517805*****6633
AVS Response: Z
Security Code: M
Response:
Auth Code: 02912P
Transaction Type: auth

[Enter another transaction](#)

[Helpdesk](#)



Town of Micro
P.O. Box 9
450 US Highway 301 N.
Micro, NC 27555
Office: 919-284-2572
Police: 919-284-1355

July 17, 2025

Dear Micro Area Property Owner:

The purpose of this letter is to notify you of an application filed with the Town of Micro for a land use change proposal involving property adjacent to, or in close proximity to, property shown in your ownership according to Johnston County tax records.

The proposed application is for a Special Use Permit for a dog boarding facility to be located at 528 Watson Road.

This will be a quasi-judicial proceeding, which means this type of hearing resembles a court trial where testimony presented must be done so after taking an oath. The Board of Commissioners acts like a court of law and receives only sworn testimony and other credible evidence. Additionally, the Board of Commissioners must make findings of fact based upon the evidence presented. The Board refrains from "ex-parte communication" about these types of cases, as the board must decide each case based solely on the evidence presented at the hearing itself. *As a neighbor, you are NOT required to attend the meeting, this notification is simply being sent in accordance with the North Carolina General Statutes.*

The public hearing will be held on **Tuesday, August 12, 2025**. The meeting will be held at the Town of Micro Public Works/Business Center Building located at 450 US Highway 301 N. and will begin at 7:00 p.m.

As per NCGS § 143-318.10 all meetings are open to the public.

Should you have any questions or concerns, please do not hesitate to contact the office at 919-284-2572.

Sincerely,

Kimberly A. Moffett

Kimberly A. Moffett, CMC, NCCMC
Interim Town Clerk

**TOWN OF MICRO
SPECIAL USE PERMIT
SNOUT & ABOUT DOG BOARDING
GRANTED**

On the date listed below, the Board of Commissioners for the Town of Micro met and held an evidentiary hearing to consider the following application:

Applicant: Diana Powell dba Snout & About Dog Boarding

Property Owner: Diana Powell

Property Location: 528 Watson Road

Brief Property Description: 1.361 (+/-) acres

Tax Parcel Number: 100070641

Proposed Use: Dog Boarding Facility

Hearing Date: August 12, 2025

Having heard all the evidence and argument presented at the hearing, the Board of Commissioners makes the following findings:

- a) The proposed use and development comply with the applicable regulations of this Ordinance.
- b) The proposed use and improvements are compatible with the character of the surrounding area and the capacity of neighboring lands to develop as permitted in the applicable zoning district.
- c) The proposed use will have minimal adverse impact on surrounding land with regard to service delivery, traffic circulation, aesthetics, odor, noise, glare, and vibration.
- d) The use will not deteriorate or otherwise adversely impact water, air, scenic, and other natural resources.
- e) The use will maintain safe ingress and egress to the site.
- f) The use will be served by adequate road and infrastructure to support development of the site.
- g) The use will protect property values and preserve public safety and welfare of the surrounding area and community at-large.
- h) The use complies with other applicable town, state, and federal laws regulating development of land within the Town's jurisdiction.

CONDITIONS:

None added.

TOWN OF MICRO

BY: _____
Marty Parnell
Mayor

DATE: _____

[Note: Notice of Decision must be sent within 10
business days following effective date of decision per
Code Section 2-104-2(D)]

ATTEST:

_____(SEAL)
Kimberly A. Moffett, CMC, NCCMC
Town Clerk



SOUTHERN SOFTWARE, INC.
an employee-owned company

Agency: Micro, NC

Contact: Lisa Lee

Date: 7/2/2025

FINANCIAL MANAGEMENT SYSTEM (FMS)

Qty

FMS Utility Billing - Annual Twilio SMS Messaging Interface (Annual Cost included in Support) 1 \$0.00

1. Customers will sign up directly with Twilio. Twilio will be the engine/mechanism for handling the sms messages.
2. Southern Software will store Twilio API credentials.
3. Southern Software will store a cell number on the customer account, and have a flag for sms messaging.
4. Via the cut off report and free form email report, the customers who are signed up for SMS messaging will be loaded. The text/verbiage can be typed in there as well. That text/verbiage will then be sent over to Twilio, via the API, and sent to the customers.

Total Software: \$0.00

ASSUMES ASSISTANCE WITH REMOTE IMPLEMENTATION. IF ONSITE IMPLEMENTATION IS NECESSARY THERE WILL BE ADDITIONAL CHARGES.

ADDITIONAL YEARLY SUPPORT

Additional FMS Support for Twilio SMS Messaging Interface 1 \$850.00
YEAR

Total Support: \$850.00

TOTAL INVESTMENT (STATE TAX AND SHIPPING NOT INCLUDED)

\$850.00

100% DUE UPON SIGNING OF PROPOSAL

CUSTOMER'S SIGNATURE _____ **DATE** _____

Please sign this document and return it to us by fax or mail. When the document is signed and returned to Southern Software, we will begin processing your order.

Contact for Implementation: _____

Phone: _____

NOTE: DUE TO A CONSTANTLY CHANGING MARKET, SOUTHERN SOFTWARE'S SOFTWARE PROPOSALS WILL BE HONORED FOR A PERIOD OF SIXTY (60) DAYS AND HARDWARE PROPOSALS FOR A PERIOD OF THIRTY (30) DAYS. WE WILL BE GLAD TO RESUBMIT AT YOUR REQUEST.

NOTE: SOUTHERN SOFTWARE WILL INSTALL ITS SOFTWARE PRODUCTS ONLY ON COMPUTER CONFIGURATIONS COMPATIBLE WITH THESE PRODUCTS. HARDWARE SPECIFICATIONS ARE AVAILABLE UPON REQUEST.

Contact information for FMS Sales Representative:

Debbie Cockman
Southern Software
150 Perry Drive
Southern Pines, NC 28387

Business: (800) 842-8190
Mobile: (910) 690-6760
Fax: (910) 695-0251
E-Mail: dcockman@southernsoftware.com

Twilio Cost
SMS Outbound
\$0.0079
Per call/text
\$3.16 per msg.
(400)

Annual Estimate Based on Total of 12 messages.

3.16 x 12 = \$37.92 + Annual Support \$850 = \$887.92

- **Step 1: Who do we want to contact?**

Upload a list or enter individual names and numbers. Our list will be saved, so we only need to do this once.

- **Step 2: What do we want to say?**

For a text blast, we simply type our message on their website. For a call blast, we call their system to record a voice message or upload an audio file. We can also re-use any of our previously sent messages.

- **Step 3: They will contact everyone for us!**

We choose when we want the message to be sent and CallMultiplier will deliver our message to everyone quickly and efficiently.

COST - Pay Per Message

Credits	Price	Total
250	7.9¢ each	\$19.75
500	7.6¢ each	\$38.00
1,000	7.1¢ each	\$71.00
2,500	6.5¢ each	\$162.50
5,000	5.9¢ each	\$295.00
10,000	5.3¢ each	\$530.00
15,000	5.0¢ each	\$750.00

- Ideal if list changes often or usage will be infrequent.
- Credits are only deducted when a text is successfully sent or a phone call is answered.
- One credit is deducted for every 160 characters in your text message (max 480 characters) and every 30 seconds in your voice message (max 2 minutes).
- All text replies and message playback calls are free.
- Message credits never expire.

AVERAGE COST FOR IN-HOUSE
MONTHLY UTILITY BILL PREPARATION & MAILING

Currently we are printing approximately 400 (+/-) bills per month

Supplies (<i>paper, printing cost, envelopes, glue sticks, gas to PO</i>)	\$ 60.00
Postage @.78 per bill	\$ 312.00
Staff Time to Fold, Stuff & Stamp Envelopes (8 hours)	\$ 250.00
Average Cost per month	\$ 622.00
Annual Cost	\$7,464.00

ESTIMATE COST FOR OUTSOURCING
MONTHLY UTILITY BILL PREPARATION & MAILING

Monthly Fees

Supplies (<i>paper, printing {blk. Ink}, processing, folding inserting & delivery to USPS</i>)	\$ 72.00
Postage @.78 per bill (?)	\$ 312.00
Set Up Fee (Hourly)	\$ 125.00
Average Cost per month	\$ 509.00
Yearly Fee NCOA (<i>required annual update of USPS address requirements for presort</i>)	\$ 400.00
Annual Cost	\$6,508.00

Town of Micro
Amendment to the Budget Ordinance

BE IT HEREBY ADOPTED BY THE BOARD OF COMMISSIONERS FOR THE TOWN OF MICRO that the following amendments shall be made to the FY 25-26 Budget:

<u>Line Item</u>	<u>Description</u>	<u>Prior Budget</u>	<u>Adjustment</u>	<u>Revised Budget</u>
11-420-9999	Contingency	\$51,815	(\$2,173)	\$49,642
11-424-6900	Fire Tax	\$38,827	\$2,173	\$42,000

Explanation: Expense to increase fire tax payment for the fiscal year.

Duly adopted this the 12th day of August, 2025 while in regular session.

Marty Parnell
Mayor

ATTEST:

Kimberly A. Moffett, CMC, NCCMC
Town Clerk